

CITY OF FAIR OAKS RANCH
AGENDA – CITY COUNCIL REGULAR MEETING
August 6, 2015; 9:30 a.m.
Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn

I. ROLL CALL – DECLARATION OF A QUORUM

II. OPEN MEETING

A. Pledge of Allegiance.

III. CITIZENS and GUEST FORUM / PRESENTATIONS

To address the Council, please sign the Attendance Roster located on the table at the entrance of the Council Chamber. In accordance with the Open Meetings Act, Council may not discuss or take action on any item which has not been posted on the agenda.

A. Citizens to be Heard

IV. DISCUSSION/CONSIDERATION ITEMS

A. Discussion of the variance request on the proposed dimensions of lot 225 and 226, in Front Gate Unit 2A, that will allow a long dimension (depth) greater than five times the lots street frontage (width). - Public Works Director P1-P5

B. Overview of Budget Expectation, Process, Data, and Comparison. - Mayor/Budget Officer

C. Discussion of FY2015/16 General Fund Budget including Property/Debt Tax Rates. P6-P22
- Interim City Administrator

D. Discussion of FY2015/16 General Fund Capital Improvement Fund Budget. P23-P26
- Interim City Administrator

E. Discussion of FY2015/16 General Fund Debt Service Budget. - Interim City Administrator P27-P29

F. Discussion of FY2015/16 General Fund Bond Capital Fund Budget. P30-P32
- Interim City Administrator

G. Discussion of FY2015/16 Utilities Fund Budget including proposed new rates. P33-P40
- Public Works Director

H. Discussion of Capital Improvements Plan. - Interim City Administrator P41

I. Discussion of draft Ordinance delineating the duties and responsibilities of the City Administrator. P42-P43
- Interim City Administrator

V. REQUESTS TO PLACE ITEMS ON A FUTURE AGENDA

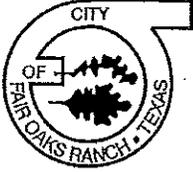
VI. ADJOURNMENT

Signature of Agenda Approval:



I, Priscilla Abrego, City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the city's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times. Said Notice was posted by 8:00 p.m., Friday, July 31, 2015 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch City Hall is wheelchair accessible at the side entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available. The City Council reserves the right to convene into Executive Session at any time regarding an issue on the agenda for which it is legally permissible; pursuant to *Tex Gov't Code* Chapter 551. Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Variance Request for Flag Lot in Front Gate Unit 2A
START/END DATE: May 2015/ August 2015
DEPARTMENT: Public Works
PRESENTED BY: Paul Schroeder

INTRODUCTION/BACKGROUND:

On May 19, 2015 a Preliminary Plat, subdividing Front Gate Unit 2A, was submitted to the Public Works Department by Alamo Consulting Engineering and Surveying (ACES), Inc. The Public Works Department issued comments to ACES on June 16, 2015 stating: City ordinance prohibits flag shaped lots such as lot 225.

Article III Section 3 (C) of the City subdivision ordinance States: "Flag shaped lots generally shall not be approved in any subdivision. Lots that have a long dimension (depth) greater than five times the lots street frontage (width) shall only be permitted with City Council approval."

Lot 225 and 226 do not meet the "long dimension (depth) greater than five times the lots street frontage (width)" and will "only be permitted with City Council approval." ACES was informed that any deviation from the ordinance, as written, will require a variance with City Council approval.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Article II Section 6 of the subdivision ordinance allows City Council to grant a variance from the requirements of this ordinance when, in the City Council's judgment, undue hardship will result from requiring strict compliance.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

None

LEGAL ANALYSIS:

None

PROPOSED MOTION:

I move to grant the variance that will allow the proposed dimensions of lot 225 and 226 in the proposed subdivision that is Front Gate Unit 2A at the August 2015 council meeting.



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City of Fair Oaks Ranch VARIANCE APPLICATION

Applications must be completed, signed and submitted no later than the 1st Thursday of a month with the applicable Non-Refundable Variance Fee, made payable to the City of Fair Oaks Ranch. Incomplete or unpaid variance applications will not be accepted.

Visit the City's website to review the Code of Ordinances: www.fairoaksranchtx.org

TO BE COMPLETED BY STAFF:

Submittal Date: 7-31-2015 Fee Paid: \$100.- Receipt Number: 00349644

Completeness Reviewed By: P. Atarago Date: 8-3-2015

Incomplete Application:
Return Date: _____ Reason: _____

Completed Application to be considered at a City Council Meeting scheduled: August 20, 2015

APPLICANT

PROPERTY OWNER

Name:	<u>Paul A. Schroeder</u>	<u>SA Front Gate, LLC</u>
Address:	<u>4365 East Evans Road</u>	<u>11 Lynn Batts Lane, Suite 100</u>
City/State/Zip:	<u>San Antonio/ Texas/ 78261</u>	<u>San Antonio/ Texas / 78218</u>
Daytime Phone:	<u>(210) 828-0691</u>	<u>(210) 828-6131</u>
Email Address:	<u>pas@aces-sa.com</u>	<u>laddiedenton@bitterblue.com</u>

PROPERTY DESCRIPTION

Unit/Subdivision: Unit-2A Front Gate Lot Number(s): 225 & 226

Street Address: Gate Forest

Type of Variance: Article III Section 3(C) Lot Dimensions

Select an applicable variance type on the following pages, and answer the questions as evidence of compliance and purpose for requiring a variance (attach any supporting documents, illustrations, or photographs).

I certify the preceding information is complete and accurate, and it is understood that I or another representative should be present at all meetings concerning this application.

- I am the property owner of record or
- I have authorization to represent the owner, organization, or business.

Signature: Paul A. Schroeder



Date: July 31, 2015

Variance 072915



Article 10 – Subdivision Regulations

Exhibit A, Article II – Procedures, Sec 6. Variances. The City Council may grant a variance from the subdivision requirements when, in the City Council's judgment, undue hardship will result from requiring strict compliance. A variance may be granted only when in harmony with the general purpose and intent so that the public health, safety and welfare may be secured and substantial justice done.

Note: If granting this variance requires a replat or an amended plat, additional fees may apply.

Answer the following questions as evidence of compliance and purpose for requiring a variance (attach any supporting documents, illustrations, or photographs), and pay the appropriate filing fee established.

Variance Fee: \$ 100.00

(1) What is the nature of the proposed use of the land involved? Residential Subdivision

(2) What are the existing uses of the land in the vicinity? Residential to the north and east, Commercial to the south and undeveloped to the west

(3) What are the number of persons who will reside or work in the proposed subdivision? Approx. 50 in this unit

(4) Will there be probable effects upon granting this variance to traffic conditions, public health and safety, or to the convenience and welfare in the vicinity? Yes No

a) If yes to any effects, Explain: _____

(5) Are there special circumstances or conditions affecting the land involved such that the strict application of the provisions of Article 10 would deprive you of reasonable use of your land? Yes No

a) If yes, Explain: The location, shape and topography of the tract are unique compared to the other units in this subdivision such that strict application of Article 10 would create a design inconsistent with other lots in this unit and the loss of a majority of the trees.

(6) Is this variance necessary for the preservation and enjoyment of your property right? Yes No

(7) Will granting this variance be detrimental to the public health, safety or welfare, or injurious to other property in the area? Yes No

a) If yes, Explain: _____

(8) Will granting this variance have an effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of Article 10? Yes No

a) If yes, Explain: _____

City Council Findings: _____

Approved: _____

Denied: _____

Reset: _____



Easement Variance Procedure

All persons seeking to gain a variance (a.k.a as an encroachment) to a utility or drainage easement shall utilize the following procedure:

1. Obtain a plot plan showing the desired encroachment on the lot, and the existing/planned buildings or improvements.
2. Obtain a letter of approval from the appropriate Architectural Review Committee.
3. Obtain approval letters from the following appropriate utilities:

ELECTRIC: City Public Service (IDS Department, 17281 Green Mountain Road, San Antonio TX 78247); or,

Pedernales Electric Cooperative (830-868-4921)

CABLE: Guadalupe Valley Communication Systems (830-885-4411-Terry Rust) *and* Time Warner Cable (210-352-4464)

TELEPHONE: Guadalupe Valley Communication Systems (830-885-4411-Terry Rust); or, AT & T (210-283-1936)

WATER/SEWER:

Fair Oaks Ranch Utilities (Public Works Director, 210-698-0900)

4. Submit all the above-mentioned letter of approvals, a non-refundable fee of \$100 (payable to the City of Fair Oaks Ranch), a copy of the Property Deed, and an Easement Variance Request (Variance Application and the Article 10 – Subdivision Regulations Form) to the City Secretary.
5. Attend the City Council meeting; be prepared to present the request and any supporting information needed by City Council for deliberation. *Note: The City Council decision is based on all information presented, available in the public record and in the best interest of the community as a whole. The granting of the requested encroachment is completely discretionary on the part of the City Council.*
6. Record the Approved Variance Request with the appropriate county's record office and submit a recorded copy to the Building Codes department with the building permit application

GENERAL FUND M&O PROJECTIONS

	Current Budget <u>FY14/15</u>	Projected YE <u>FY14/15</u>	Proposed Budget <u>FY15/16</u>
Total Revenues	5,362,149	5,536,187	5,037,686
Base Operating Expenses	3,111,218		1,822,871
Personnel Expense	2,250,931		2,580,327
PW Superintendent-Shared 50/50			40,000
GIS Technician-Shared 50/50			29,000
Digitizing City Records			25,000
City Hall Complex Space Assessment			20,000
Drainage Projects(Sweet Wind and Terra Vista)			102,550
Home Rule Commission/Zoning			35,000
Technology Upgrades			75,000
Transfers to Various Fund Balance Accts			<u>307,938</u>
Total Expense	\$5,362,149	\$5,304,662	\$5,037,686
Revenue over (under) Expense	\$0	\$231,525	\$0

Projection assumes funding the General Fund fund balance with the FY14/15 unplanned surplus of \$231,525 and the budgeted transfer in FY15/16 of \$307,938 to various fund balances for a total General Fund Fund Balance tra

*This document is for planning purposes only

CV/Aug 2015

FY2015/16 Proposed General Fund Budget

Total Revenues	5,037,686
Expenses	
Base Operating Expenditures	1,822,871
Personnel Expenditures	2,580,327
PW Superintendent-Shared 50/50	40,000
GIS Technician-Shared 50/50	29,000
Digitizing City Records	25,000
City Hall Complex Space Assessment	20,000
Drainage Projects(Sweet Wind and Terra Vista)	102,550
Home Rule Commission/Zoning	35,000
Technology Upgrades	75,000
Transfers to Various Fund Balance Accts	307,938
Total Expense	<u>\$5,037,686</u>
Revenue over (under) Expense	\$0

Expenditure Assumptions

- Interim CA for 3 months (new CA for 9 months at \$101,250)
- Market Base Pay (Mid) or 1.8% Cola (\$106,750)
- Proposed Police Career Path Program (\$20,000)
- New Carpet for City Council and Front Area (\$9000)
- Deletion of Maintenance Lead Position
- No major contract increases
- Replacement of 1 patrol/1 police chief vehicle and 1 maintenance truck (\$86,000)
- \$40,000 Professional Services and \$35,000 Drainage Work contingencies
- \$90,000 General contingency including Environmental Coordinator
- \$335,000 Pay as You Go street maintenance program including upgraded seal coat materials

Not Funded (1 cent property tax increase = \$125,640):

Deer Management Alternatives	100,000
2 new Police Officers + Incidentals	140,000
Upgrade of Police Corporals to Sergeants	22,000
1 FT Mechanic/Inventory-Shared 50/50	20,000
Expanded Public Relations	18,000
Ralph Fair Road Bridge	<u>50,000</u>
FOP Entrance Improvement	<u>\$350,000</u>

Revenue Assumptions

- Property tax rate remains at .2663 with a 98.5% collection rate
- \$1,256,304,694 Assessed Property Values after discounts/appeals
- No property tax freeze or new exemptions
- Implementation of Grey Forest Utilities Franchise Fee
- Building Permit increase of 15%
- Local Sales Tax increase of 18%

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

	2012-2013	2013-2014	----- 2014-2015 -----		PROPOSED
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	2015-2016 BUDGET
REVENUE SUMMARY					
00-GENERAL	<u>3,886,070.09</u>	<u>4,740,599.76</u>	<u>5,362,149.00</u>	<u>4,741,422.42</u>	<u>5,037,686.00</u>
*** TOTAL REVENUES ***	<u>3,886,070.09</u>	<u>4,740,599.76</u>	<u>5,362,149.00</u>	<u>4,741,422.42</u>	<u>5,037,686.00</u>
EXPENDITURE SUMMARY					
01-ADMINISTRATION	609,674.20	717,510.03	1,860,636.00	1,537,254.44	1,014,453.00
02-MUNICIPAL COURT	83,853.41	80,509.05	87,965.00	58,929.35	90,935.00
03-PUBLIC SAFETY	1,402,730.63	1,463,524.12	1,725,970.00	1,189,230.31	1,862,313.00
04-PUBLIC HEALTH/EMERGENC	271,022.46	275,782.67	287,331.00	262,512.11	285,506.00
05-BUILDING CODES	89,087.90	119,507.39	123,477.00	97,202.47	175,549.00
06-MAINTENANCE	747,165.32	962,447.89	879,352.00	414,882.75	984,782.00
07-CULTURE/RECREATION/OTH	142,641.86	63,517.27	97,643.00	10,533.52	155,210.00
09-CAPITAL OUTLAYS	<u>350,917.30</u>	<u>217,014.17</u>	<u>299,775.00</u>	<u>81,592.57</u>	<u>468,938.00</u>
*** TOTAL EXPENDITURES ***	<u>3,697,093.08</u>	<u>3,899,812.59</u>	<u>5,362,149.00</u>	<u>3,652,137.52</u>	<u>5,037,686.00</u>
*** REVENUES OVER(UNDER) EXPENDITURES **	<u>188,977.01</u>	<u>840,787.17</u>	<u>0.00</u>	<u>1,089,284.90</u>	<u>0.00</u>

PROPOSED BUDGET REPORT
AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

DEPARTMENT REVENUES

	2012-2013 ACTUAL	2013-2014 ACTUAL	----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	

00-GENERAL

TAXES

400-110 GENERAL PROPERTY	2,519,550.61	2,590,097.46	2,787,007.00	2,758,061.54	3,295,356.00
400-111 DELINQUENT PROPERTY	21,126.11	27,548.42	27,000.00	19,158.43	30,000.00
400-112 PENALTY & INTEREST	14,808.14	16,396.78	15,000.00	13,486.29	15,000.00
400-120 MIXED BEVERAGE	15,178.24	18,738.40	16,000.00	8,681.02	14,500.00
400-121 LOCAL SALES	259,814.53	287,716.80	264,000.00	184,484.20	325,000.00
400-122 STREET MAINTENANCE	62,726.03	71,929.17	66,000.00	47,371.05	80,000.00
400-123 PROPERTY REDUCTION	<u>67,181.28</u>	<u>71,929.17</u>	<u>66,000.00</u>	<u>47,371.05</u>	<u>80,000.00</u>
 TOTAL TAXES	 2,960,384.94	 3,084,356.20	 3,241,007.00	 3,078,613.58	 3,839,856.00

400-110 GENERAL PROPERTY

CURRENT YEAR NOTES:

Certified: \$1,257,558,634 less 1,253,940 (appeals/discounts)
x .2663 x 98.5%

400-122 STREET MAINTENANCE

PERMANENT NOTES:

Expensed in 506-530

FRANCHISE FEES

400-215 FR-TIME WARNER CABLE/TELE	55,755.69	55,770.89	50,000.00	28,675.02	56,000.00
400-220 FR-GVCS CABLE/TELEPHONE	54,406.47	74,407.52	65,000.00	36,902.16	73,000.00
400-230 FR-AT&T CABLE/TELEPHONE	19,328.10	14,640.42	16,000.00	8,274.82	16,400.00
400-235 FR-MISCELLANEOUS	97.01	440.56	300.00	705.82	1,000.00
400-240 FR-CITY PUBLIC SERVICE	153,507.67	238,583.31	175,000.00	140,360.37	245,000.00
400-250 FR-PEDERNALES ELECTRIC COOP	38,894.25	44,960.58	40,500.00	22,861.18	47,000.00
400-255 FR-GREY FOREST UTILITIES	0.00	0.00	0.00	0.00	5,000.00
400-260 FR-GARBAGE REGULAR	22,998.78	23,711.30	23,000.00	12,736.74	25,000.00
400-265 FR-GARBAGE RECYCLING	<u>1,017.98</u>	<u>764.07</u>	<u>900.00</u>	<u>591.57</u>	<u>900.00</u>
 TOTAL FRANCHISE FEES	 346,005.95	 453,278.65	 370,700.00	 251,107.68	 469,300.00

INTEREST

400-310 BANK/INVESTMENT	<u>7,093.55</u>	<u>1,633.38</u>	<u>3,000.00</u>	<u>7,786.35</u>	<u>3,000.00</u>
 TOTAL INTEREST	 7,093.55	 1,633.38	 3,000.00	 7,786.35	 3,000.00

PERMITS

400-410 BUILDING CODES	175,287.45	261,806.02	230,000.00	215,998.84	274,000.00
400-415 CONTRACTOR REGISTRATION	20,775.00	20,025.00	16,500.00	9,375.00	15,000.00
400-430 FOOD/HEALTH	<u>1,595.00</u>	<u>1,680.00</u>	<u>1,500.00</u>	<u>1,900.00</u>	<u>1,900.00</u>
 TOTAL PERMITS	 197,657.45	 283,511.02	 248,000.00	 227,273.84	 290,900.00

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

DEPARTMENT REVENUES	2012-2013 ACTUAL	2013-2014 ACTUAL	----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	
<u>ANIMAL CONTROL</u>					
400-510 PET LICENSES	1,905.00	1,745.00	1,650.00	1,335.00	1,800.00
400-520 PET IMPOUND/QUARANTINE	2,405.00	1,400.00	1,488.00	675.00	900.00
400-530 ANIMAL TRAPS	<u>1,340.00</u>	<u>500.00</u>	<u>500.00</u>	<u>280.00</u>	<u>450.00</u>
TOTAL ANIMAL CONTROL	5,650.00	3,645.00	3,638.00	2,290.00	3,150.00
400-520 PET IMPOUND/QUARANTINE			PERMANENT NOTES: Down from previous years as pets are being returned to owners rather than directly going to impound and more pets with chips abling staff to return to owner.		
<u>FINES & FORFEITURES</u>					
400-610 MUNICIPAL COURT FINES	145,042.06	148,383.42	145,000.00	103,377.19	140,000.00
400-620 MUNICIPAL COURT SEC BUILDING	4,890.20	4,250.44	4,200.00	3,074.22	4,000.00
400-630 MUNICIPAL COURT TECHNOLOGY	6,494.75	5,688.45	5,500.00	4,098.90	5,400.00
400-640 MUNICIPAL COURT EFFICIENCY	<u>25.18</u>	<u>84.33</u>	<u>75.00</u>	<u>62.68</u>	<u>80.00</u>
TOTAL FINES & FORFEITURES	156,452.19	158,406.64	154,775.00	110,612.99	149,480.00
<u>FEES</u>					
400-700 FORU MANAGEMENT	169,356.67	166,093.30	171,000.00	106,933.25	166,000.00
400-701 SPECIAL FEES	2,844.26	4,696.80	3,000.00	1,629.89	3,000.00
400-702 FORMDD MANAGEMENT	<u>1,500.00</u>	<u>6,000.00</u>	<u>6,000.00</u>	<u>6,000.00</u>	<u>6,000.00</u>
TOTAL FEES	173,700.93	176,790.10	180,000.00	114,563.14	175,000.00
400-700 FORU MANAGEMENT			PERMANENT NOTES: Set up in 1998 to offset the shared expenses between general/utility funds. Shared expenses include utilities, bldg maintenance, utilization of city employees - c administrator, c secretary, and maintenance, etc.		
400-702 FORMDD MANAGEMENT			PERMANENT NOTES: Agreement signed May 2013; \$500 a month to cover cost of city administration work performed on MDD behalf		
<u>CONTRACTUAL</u>					
400-801 CREDIT CARD SERVICE FEE	<u>3,679.81</u>	<u>3,620.89</u>	<u>3,600.00</u>	<u>2,611.76</u>	<u>3,300.00</u>
TOTAL CONTRACTUAL	3,679.81	3,620.89	3,600.00	2,611.76	3,300.00
<u>MISCELLANEOUS</u>					
400-900 MISCELLANEOUS	15,667.21	3,783.24	3,000.00	1,793.66	3,000.00
400-904 STREET BOND REIMBURSEMENT	0.00	0.00	0.00	0.00	75,000.00
400-910 SALE OF ASSETS	12,094.00	561,195.60	4,000.00	0.00	5,000.00
400-930 DONATIONS/GRANTS	605.00	1,715.00	3,000.00	2,149.00	3,000.00
400-940 SCHOOL CROSSING GUARD	7,079.06	7,113.09	7,000.00	4,864.27	7,200.00
400-941 LEOSE PROCEEDS	<u>0.00</u>	<u>1,550.95</u>	<u>1,500.00</u>	<u>1,606.15</u>	<u>1,500.00</u>
TOTAL MISCELLANEOUS	35,445.27	575,357.88	18,500.00	10,413.08	94,700.00

CITY OF FAIR OAKS RANCH
 PROPOSED BUDGET REPORT
 AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

DEPARTMENT REVENUES	2012-2013 ACTUAL	2013-2014 ACTUAL	----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	

400-930 DONATIONS/GRANTS PERMANENT NOTES:
Expense budgeted under 507-306

400-935 COPS GRANT PERMANENT NOTES:
Expense budgeted under police salaries

400-941 LEOSE PROCEEDS PERMANENT NOTES:
Expense budget under 503-314

FUND BALANCE TRANSFERS

400-980 FUND BALANCE	0.00	0.00	200,000.00	0.00	0.00
400-981 COURT TECHNOLOGY	0.00	0.00	6,490.00	6,100.00	6,700.00
400-982 COURT SECURITY BUILDING	0.00	0.00	2,389.00	0.00	650.00
400-984 CAPITAL REPLACEMENT	0.00	0.00	20,000.00	20,000.00	0.00
400-985 COURT EFFICIENCY	0.00	0.00	50.00	50.00	50.00
400-988 LEOSE TRAINING FUNDS	0.00	0.00	0.00	0.00	1,600.00
400-989 COMMITTED CONTRACTS/MOUS	0.00	0.00	910,000.00	910,000.00	0.00
TOTAL FUND BALANCE TRANSFERS	0.00	0.00	1,138,929.00	936,150.00	9,000.00

400-981 COURT TECHNOLOGY PERMANENT NOTES:
Pursuant to City Code Ch 7, Art 7.03; See expense 502-512

400-982 COURT SECURITY BUILDING PERMANENT NOTES:
Bailiff Cost on Court Days and other security costs

400-982 COURT SECURITY BUILDING CURRENT YEAR NOTES:
\$22.40 plus 20% x 12 months x 2 hrs

400-985 COURT EFFICIENCY PERMANENT NOTES:
See 502-315; training for expense

400-988 LEOSE TRAINING FUNDS PERMANENT NOTES:
Expense Budget under 503-314

TOTAL 00-GENERAL	3,886,070.09	4,740,599.76	5,362,149.00	4,741,422.42	5,037,686.00
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*** TOTAL REVENUES ***	3,886,070.09	4,740,599.76	5,362,149.00	4,741,422.42	5,037,686.00
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PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

01-ADMINISTRATION

DEPARTMENT EXPENDITURES

			----- 2014-2015 -----		PROPOSED
	2012-2013	2013-2014	CURRENT	Y-T-D	2015-2016
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
<u>PERSONNEL</u>					
501-101 SALARIES	298,784.24	255,097.19	246,787.00	173,704.29	351,850.00
501-102 TAXES - FICA	17,750.29	15,326.13	15,302.00	10,632.56	21,815.00
501-103 TAXES - MEDICARE	4,151.34	3,584.45	3,525.00	2,486.57	5,102.00
501-104 WORKERS' COMPENSATION	864.59	713.61	640.00	598.90	845.00
501-105 TEXAS WORKFORCE COMMISSION	303.58	1,193.07	500.00	125.68	716.00
501-106 RETIREMENT	36,559.05	29,241.93	26,913.00	17,356.11	40,500.00
501-107 INSURANCE	36,867.78	31,377.70	36,441.00	19,622.12	53,775.00
501-108 UNIFORMS	<u>254.79</u>	<u>0.00</u>	<u>1,200.00</u>	<u>155.25</u>	<u>500.00</u>
TOTAL PERSONNEL	395,535.66	336,534.08	331,308.00	224,681.48	475,103.00
<u>GENERAL</u>					
501-300 SUPPLIES	2,664.82	3,303.42	4,000.00	2,457.12	4,400.00
501-301 RECORDING / REPORTING	3,573.50	3,250.00	4,000.00	22,903.00	4,000.00
501-302 MEETINGS	1,228.53	697.73	2,480.00	1,051.70	3,080.00
501-303 HISTORY/RECORDKEEPING	142.06	305.00	400.00	125.00	25,400.00
501-304 ELECTIONS	0.00	0.00	24,000.00	17,110.32	6,000.00
501-305 MINOR EQUIPMENT	407.46	2,739.97	10,000.00	4,184.61	6,500.00
501-306 FUEL	919.63	617.20	850.00	114.48	800.00
501-310 DUES / SUBSCRIPTIONS	3,878.19	4,496.00	4,600.00	3,811.43	4,945.00
501-315 TRAINING / SEMINARS	5,296.34	6,578.01	51,100.00	5,627.37	28,050.00
501-316 MILEAGE	515.25	3,603.74	8,300.00	10,006.64	7,075.00
501-321 ELECTRICITY	14,967.10	16,962.72	15,950.00	11,489.94	17,000.00
501-323 PHONE	6,387.97	6,812.16	6,650.00	4,484.07	6,480.00
501-390 MISCELLANEOUS	<u>774.11</u>	<u>452.68</u>	<u>500.00</u>	<u>529.36</u>	<u>500.00</u>
TOTAL GENERAL	40,754.96	49,818.63	132,830.00	83,895.04	114,230.00
<u>MAINTENANCE</u>					
501-402 VEHICLE MAINTENANCE/REPAIR	262.04	150.70	250.00	1,716.94	2,000.00
501-405 MAINTENANCE OF EQUIPMENT	31.19	267.44	800.00	692.50	800.00
501-410 BUILDING MAINTENANCE	<u>3,466.06</u>	<u>9,349.73</u>	<u>13,080.00</u>	<u>5,777.78</u>	<u>12,700.00</u>
TOTAL MAINTENANCE	3,759.29	9,767.87	14,130.00	8,187.22	15,500.00
<u>CONTRACTUAL SERVICES</u>					
501-500 CITY ATTORNEY	17,650.00	45,705.12	70,000.00	39,818.69	70,000.00
501-501 AUDITING	8,125.00	8,450.00	8,875.00	8,750.00	9,000.00
501-502 PROFESSIONAL SERVICES	39,184.73	156,257.95	1,160,612.00	1,043,740.21	164,240.00
501-503 FACILITY CONTRACTS	8,221.45	9,630.83	10,925.00	8,942.68	11,420.00
501-507 APPRAISAL DISTRICT	29,898.17	32,044.46	32,512.00	32,140.26	33,610.00
501-510 INSURANCE	25,560.15	30,212.47	33,806.00	32,253.53	32,350.00
501-511 CREDIT CARD SERVICE FEE	3,078.21	3,585.61	3,500.00	2,410.34	3,000.00
501-512 TECH/INTERNET MAINTENANCE	<u>32,130.53</u>	<u>29,676.39</u>	<u>56,138.00</u>	<u>47,763.86</u>	<u>79,800.00</u>
TOTAL CONTRACTUAL SERVICES	163,848.24	315,562.83	1,376,368.00	1,215,819.57	403,420.00
<u>LEASES</u>					
501-600 COPIER LEASE	<u>5,776.05</u>	<u>5,826.62</u>	<u>6,000.00</u>	<u>4,671.13</u>	<u>6,200.00</u>
TOTAL LEASES	5,776.05	5,826.62	6,000.00	4,671.13	6,200.00
TOTAL 01-ADMINISTRATION	609,674.20	717,510.03	1,860,636.00	1,537,254.44	1,014,453.00

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 --GENERAL FUND
02--MUNICIPAL COURT

DEPARTMENT EXPENDITURES

	----- 2014-2015 -----				PROPOSED 2015-2016 BUDGET
	2012-2013 ACTUAL	2013-2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	
<u>PERSONNEL</u>					
502-101 SALARIES	44,189.77	40,579.20	42,125.00	29,825.99	42,057.00
502-102 TAXES - FICA	2,669.01	2,443.27	2,612.00	1,849.25	2,608.00
502-103 TAXES - MEDICARE	624.19	571.36	600.00	432.48	610.00
502-104 WORKERS' COMPENSATION	108.99	102.56	110.00	65.09	101.00
502-105 TEXAS WORKFORCE COMMISSION	18.00	207.00	100.00	9.00	126.00
502-106 RETIREMENT	5,289.11	4,757.98	4,911.00	3,524.36	4,841.00
502-107 INSURANCE	7,064.05	7,255.32	6,267.00	4,445.02	6,313.00
502-108 UNIFORMS	<u>17.86</u>	<u>0.00</u>	<u>50.00</u>	<u>20.87</u>	<u>50.00</u>
TOTAL PERSONNEL	59,980.98	55,916.69	56,775.00	40,172.06	56,706.00
<u>GENERAL</u>					
502-300 SUPPLIES	1,227.19	1,468.29	1,000.00	817.04	1,200.00
502-305 MINOR EQUIPMENT	76.80	191.28	300.00	261.38	300.00
502-310 DUES / SUBSCRIPTIONS	1,114.00	1,305.00	1,350.00	1,039.00	1,455.00
502-315 TRAINING / SEMINARS	371.15	291.47	2,800.00	342.30	3,150.00
502-316 MILEAGE	90.96	0.00	400.00	0.00	400.00
502-335 JURY TRIALS	72.00	36.00	200.00	30.00	200.00
502-390 MISCELLANEOUS	<u>126.68</u>	<u>39.20</u>	<u>100.00</u>	<u>24.85</u>	<u>100.00</u>
TOTAL GENERAL	3,078.78	3,331.24	6,150.00	2,514.57	6,805.00
<u>MAINTENANCE</u>					
502-405 MAINTENANCE OF EQUIPMENT	75.00	204.02	250.00	45.00	250.00
502-410 BUILDING MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MAINTENANCE	75.00	204.02	1,250.00	45.00	250.00
502-410 BUILDING MAINTENANCE			CURRENT YEAR NOTES: See 400-982 for funding of Gates.		
<u>CONTRACTUAL SERVICES</u>					
502-500 PROSECUTOR	6,800.00	7,100.00	8,000.00	4,600.00	9,400.00
502-501 MUNICIPAL JUDGE	7,850.00	7,675.00	9,300.00	5,400.00	10,950.00
502-511 INTERPRETATION SERVICES	0.00	0.00	0.00	60.39	100.00
502-512 SOFTWARE MAINTENANCE	<u>6,068.65</u>	<u>6,282.10</u>	<u>6,490.00</u>	<u>6,137.33</u>	<u>6,724.00</u>
TOTAL CONTRACTUAL SERVICES	20,718.65	21,057.10	23,790.00	16,197.72	27,174.00
502-512 SOFTWARE MAINTENANCE			PERMANENT NOTES: See 400-981 for funding		
TOTAL 02--MUNICIPAL COURT	<u>83,853.41</u>	<u>80,509.05</u>	<u>87,965.00</u>	<u>58,929.35</u>	<u>90,935.00</u>

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

03-PUBLIC SAFETY

DEPARTMENT EXPENDITURES

			----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
	2012-2013 ACTUAL	2013-2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	
<u>PERSONNEL</u>					
503-101 SALARIES	824,174.45	869,438.66	1,006,314.00	672,761.26	1,103,826.00
503-102 TAXES - FICA	50,565.80	53,859.68	61,917.00	41,612.38	68,438.00
503-103 TAXES - MEDICARE	11,825.81	12,591.68	14,593.00	9,736.17	16,006.00
503-104 WORKERS' COMPENSATION	17,841.65	17,366.74	22,119.00	20,415.43	24,285.00
503-105 TEXAS WORKFORCE COMMISSION	369.66	4,119.86	1,971.00	275.66	2,520.00
503-106 RETIREMENT	98,624.34	102,340.70	117,439.00	80,492.39	127,167.00
503-107 INSURANCE	117,940.38	103,748.43	131,675.00	99,751.75	161,826.00
503-108 UNIFORMS	3,948.18	8,554.61	7,500.00	1,694.29	7,500.00
503-109 UNIFORM ALLOWANCE	<u>6,000.00</u>	<u>7,800.00</u>	<u>10,200.00</u>	<u>4,500.00</u>	<u>10,800.00</u>
TOTAL PERSONNEL	1,131,290.27	1,179,820.36	1,373,728.00	931,239.33	1,522,368.00
<u>GENERAL</u>					
503-300 SUPPLIES	1,844.40	2,193.03	2,000.00	1,941.31	3,000.00
503-303 INVESTIGATIONS	6,738.61	3,973.72	5,200.00	1,879.00	5,200.00
503-305 MINOR EQUIPMENT	35,572.51	26,805.22	45,000.00	41,700.08	47,800.00
503-306 FUEL	54,839.12	42,348.11	50,000.00	22,214.11	45,000.00
503-310 DUES / SUBSCRIPTIONS	1,175.00	1,010.25	1,500.00	1,226.29	1,500.00
503-314 TRAINING - LEASE	0.00	0.00	1,500.00	0.00	3,100.00
503-315 TRAINING / SEMINARS	4,174.59	14,327.44	9,000.00	6,859.78	9,000.00
503-316 RESERVE PROGRAM	495.00	0.00	1,000.00	0.00	0.00
503-323 PHONE	0.00	(510.56)	6,120.00	6,741.34	10,622.00
503-390 MISCELLANEOUS	<u>724.63</u>	<u>1,432.90</u>	<u>1,500.00</u>	<u>873.44</u>	<u>1,500.00</u>
TOTAL GENERAL	105,563.86	91,580.11	122,820.00	83,435.35	126,722.00
503-303 INVESTIGATIONS			PERMANENT NOTES: Includes air card and property room alarm		
503-314 TRAINING - LEASE			PERMANENT NOTES: Revenue Code 400-941 and Reserve Code 400-988		
<u>MAINTENANCE</u>					
503-402 VEHICLE MAINTENANCE/REPAIR	13,603.99	10,741.12	16,378.00	9,710.35	17,350.00
503-405 MAINTENANCE OF EQUIPMENT	1,984.59	1,529.93	3,000.00	1,198.00	3,000.00
503-410 BUILDING MAINTENANCE	<u>571.36</u>	<u>1,762.64</u>	<u>3,500.00</u>	<u>1,043.14</u>	<u>2,500.00</u>
TOTAL MAINTENANCE	16,159.94	14,033.69	22,878.00	11,951.49	22,850.00
<u>CONTRACTUAL SERVICES</u>					
503-505 IMPOUND ANIMAL	8,905.01	10,771.69	12,195.00	9,145.59	12,225.00
503-510 BOERNE DISPATCHING	126,951.72	152,089.08	162,032.00	118,932.50	146,615.00
503-511 LCRA DISPATCH	4,635.40	4,496.25	4,980.00	3,678.75	5,000.00
503-512 SOFTWARE MAINTENANCE	7,098.27	7,370.87	16,747.00	23,790.67	17,353.00
503-515 PRISONER HOUSING	<u>0.00</u>	<u>0.00</u>	<u>950.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL CONTRACTUAL SERVICES	147,590.40	174,727.89	196,904.00	155,547.51	181,693.00
503-510 BOERNE DISPATCHING			PERMANENT NOTES: City pays 85%; Utilities pays 15%		

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

03-PUBLIC SAFETY

DEPARTMENT EXPENDITURES

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	
<u>LEASES</u>					
503-600 COPIER LEASE	2,126.16	2,340.95	2,500.00	1,951.03	2,500.00
503-612 TECH HARDWARE LEASE	<u>0.00</u>	<u>1,021.12</u>	<u>7,140.00</u>	<u>5,105.60</u>	<u>6,180.00</u>
TOTAL LEASES	2,126.16	3,362.07	9,640.00	7,056.63	8,680.00
TOTAL 03-PUBLIC SAFETY	<u>1,402,730.63</u>	<u>1,463,524.12</u>	<u>1,725,970.00</u>	<u>1,189,230.31</u>	<u>1,862,313.00</u>

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

05-BUILDING CODES

DEPARTMENT EXPENDITURES

	2012-2013 ACTUAL	2013-2014 ACTUAL	----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	
<u>PERSONNEL</u>					
505-101 SALARIES	63,418.56	90,732.66	89,906.00	66,616.30	116,684.00
505-102 TAXES - FICA	3,931.91	5,625.43	5,575.00	4,130.14	7,193.00
505-103 TAXES - MEDICARE	919.61	1,315.67	1,304.00	965.91	1,683.00
505-104 WORKERS' COMPENSATION	376.04	406.78	522.00	516.83	542.00
505-105 TEXAS WORKFORCE COMMISSION	9.00	418.99	200.00	26.75	378.00
505-106 RETIREMENT	7,585.63	7,617.22	7,711.00	7,799.15	13,353.00
505-107 INSURANCE	6,773.09	6,222.12	6,368.00	4,622.23	15,655.00
505-108 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PERSONNEL	83,013.84	112,338.87	111,636.00	84,677.31	155,488.00
<u>GENERAL</u>					
505-300 SUPPLIES	612.12	789.74	750.00	758.53	1,600.00
505-305 MINOR EQUIPMENT	0.00	889.97	1,450.00	2,262.18	2,000.00
505-306 FUEL	1,170.22	1,446.87	1,400.00	824.67	2,500.00
505-310 DUES / SUBSCRIPTIONS	180.00	180.00	300.00	267.50	300.00
505-315 TRAINING / SEMINARS	1,817.59	1,415.01	4,800.00	3,850.19	5,000.00
505-323 PHONE	400.36	445.41	400.00	571.32	768.00
505-390 MISCELLANEOUS	<u>68.00</u>	<u>33.00</u>	<u>75.00</u>	<u>152.70</u>	<u>150.00</u>
TOTAL GENERAL	4,248.29	5,200.00	9,175.00	8,687.09	12,318.00
<u>MAINTENANCE</u>					
505-402 MAINTENANCE/REPAIR OF VEHICLE	402.79	474.38	1,000.00	2,364.72	6,000.00
505-405 MAINTENANCE OF EQUIPMENT	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL MAINTENANCE	402.79	474.38	1,100.00	2,364.72	6,100.00
<u>CONTRACTUAL SERVICES</u>					
505-512 SOFTWARE MAINTENANCE	<u>1,422.98</u>	<u>1,494.14</u>	<u>1,566.00</u>	<u>1,473.35</u>	<u>1,643.00</u>
TOTAL CONTRACTUAL SERVICES	1,422.98	1,494.14	1,566.00	1,473.35	1,643.00
TOTAL 05-BUILDING CODES	89,087.90	119,507.39	123,477.00	97,202.47	175,549.00

PROPOSED BUDGET REPORT

AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

06-MAINTENANCE

DEPARTMENT EXPENDITURES

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	
PERSONNEL					
506-101 SALARIES	216,637.22	233,426.26	252,376.00	171,791.48	247,461.00
506-102 TAXES - FICA	12,662.80	13,724.43	15,648.00	10,779.12	15,258.00
506-103 TAXES - MEDICARE	2,961.39	3,301.19	3,660.00	2,429.38	3,569.00
506-104 WORKERS' COMPENSATION	10,479.71	9,754.85	12,000.00	10,978.71	11,089.00
506-105 TEXAS WORKFORCE COMMISSION	61.65	1,500.98	650.00	273.47	819.00
506-106 RETIREMENT	25,914.51	27,760.62	29,422.00	19,908.30	28,326.00
506-107 INSURANCE	43,391.49	44,413.67	54,728.00	32,679.29	54,960.00
506-108 UNIFORMS	<u>7,555.00</u>	<u>8,618.06</u>	<u>9,000.00</u>	<u>6,671.09</u>	<u>9,000.00</u>
TOTAL PERSONNEL	319,663.77	342,500.06	377,484.00	255,510.84	370,482.00

506-108 UNIFORMS

PERMANENT NOTES:

Includes weekly cleaning, \$150 boots, safety gear, gloves

GENERAL

506-300 SUPPLIES	3,150.09	2,759.47	3,000.00	2,167.86	3,300.00
506-305 MINOR EQUIPMENT	4,909.91	5,801.57	7,000.00	4,320.16	11,100.00
506-306 FUEL	14,064.92	15,526.36	15,000.00	9,465.59	14,885.00
506-310 DUES / SUBSCRIPTIONS	275.00	202.50	175.00	107.50	185.00
506-315 TRAINING / SEMINARS	443.19	103.00	3,900.00	102.22	1,200.00
506-323 PHONE	1,772.03	2,274.83	2,560.00	1,713.96	2,384.00
506-390 MISCELLANEOUS	735.13	403.60	500.00	83.00	500.00
506-391 STREET BOND	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>544.97</u>	<u>0.00</u>
TOTAL GENERAL	25,350.27	27,071.33	32,135.00	18,505.26	33,554.00

MAINTENANCE

506-402 MAINTENANCE/REPAIR OF VEHICLE	10,837.31	8,637.06	9,000.00	5,335.26	9,000.00
506-405 MAINTENANCE OF EQUIPMENT	1,212.47	2,181.09	2,250.00	912.44	3,100.00
506-410 BUILDING MAINTENANCE	1,308.36	2,134.53	5,140.00	2,295.66	3,400.00
506-420 HAZARDOUS DISPOSAL	22.44	0.00	200.00	0.00	200.00
506-430 IN-HOUSE DRAINAGE WORK	3,402.09	4,139.60	3,000.00	429.42	4,000.00
506-440 IN-HOUSE STREET REPAIR	13,525.95	20,493.49	25,000.00	15,399.71	26,000.00
506-450 STREET SIGNS	9,198.50	4,669.33	4,000.00	3,445.28	5,300.00
506-460 IN-HOUSE LANDSCAPING	<u>0.00</u>	<u>521.17</u>	<u>750.00</u>	<u>328.52</u>	<u>750.00</u>
TOTAL MAINTENANCE	39,507.12	42,776.27	49,340.00	28,146.29	51,750.00

CONTRACTUAL SERVICES

506-530 STREET MAINTENANCE	306,276.34	268,120.34	332,536.00	79,479.52	351,536.00
506-532 DRAINAGE WORK	22,218.57	245,596.77	50,000.00	6,192.76	137,550.00
506-540 GREENSPACE MAINTENANCE	<u>34,149.25</u>	<u>36,383.12</u>	<u>37,857.00</u>	<u>27,048.08</u>	<u>39,910.00</u>
TOTAL CONTRACTUAL SERVICES	362,644.16	550,100.23	420,393.00	112,720.36	528,996.00

506-530 STREET MAINTENANCE

PERMANENT NOTES:

Refer to 400-122

TOTAL 06-MAINTENANCE	<u>747,165.32</u>	<u>962,447.89</u>	<u>879,352.00</u>	<u>414,882.75</u>	<u>984,782.00</u>
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PROPOSED BUDGET REPORT
AS OF: JUNE 30TH, 2015

01 -GENERAL FUND

07-CULTURE/RECREATION/OTH

DEPARTMENT EXPENDITURES

	2012-2013 ACTUAL	2013-2014 ACTUAL	----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	
<u>GENERAL</u>					
507-300 POSTAGE	2,344.50	2,707.63	2,600.00	1,899.66	2,900.00
507-305 BEAUTIFICATION	7,503.24	187.15	10,000.00	5,450.00	10,000.00
507-306 DONATIONS/GRANTS	0.00	2,158.00	3,000.00	349.00	3,000.00
507-310 PUBLIC RELATIONS	949.25	2,935.69	15,750.00	1,520.67	8,500.00
507-311 EMPLOYEE APPRECIATION	0.00	1,664.23	3,500.00	1,314.19	5,310.00
507-312 CITY CELEBRATION	46,433.21	0.00	0.00	0.00	0.00
507-315 COMMITTEES	0.00	0.00	500.00	0.00	35,500.00
507-320 ANNEX EXPENSES	22,533.16	20,269.91	0.00	0.00	0.00
507-330 URBAN WILDLIFE	40,052.50	16,928.00	0.00	0.00	0.00
507-390 CONTINGENCY	<u>22,826.00</u>	<u>16,666.66</u>	<u>62,293.00</u>	<u>0.00</u>	<u>90,000.00</u>
TOTAL GENERAL	142,641.86	63,517.27	97,643.00	10,533.52	155,210.00
507-311 EMPLOYEE APPRECIATION					
			PERMANENT NOTES: Some events assume employee/1 guest/council and 1 guest.		
TOTAL 07-CULTURE/RECREATION/OTH	<u>142,641.86</u>	<u>63,517.27</u>	<u>97,643.00</u>	<u>10,533.52</u>	<u>155,210.00</u>

CITY OF FAIR OAKS RANCH
 PROPOSED BUDGET REPORT
 AS OF: JUNE 30TH, 2015

01 -GENERAL FUND
 09-CAPITAL OUTLAYS

DEPARTMENT EXPENDITURES

			----- 2014-2015 -----		PROPOSED 2015-2016 BUDGET
	2012-2013 ACTUAL	2013-2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	
<u>GENERAL</u>					
509-300 LAND/LAND IMPROVEMENT	0.00	1,752.80	200,000.00	0.00	0.00
509-301 BUILDING/BLDG IMPROVEMENTS	63,330.51	51,100.00	0.00	0.00	0.00
509-303 PERSONAL PROPERTY	<u>287,586.79</u>	<u>164,161.37</u>	<u>90,000.00</u>	<u>81,592.57</u>	<u>161,000.00</u>
TOTAL GENERAL	350,917.30	217,014.17	290,000.00	81,592.57	161,000.00
<u>FUND BALANCE TRANSFERS</u>					
509-980 FUND BALANCE	0.00	0.00	0.00	0.00	75,000.00
509-981 COURT TECHNOLOGY	0.00	0.00	5,500.00	0.00	5,000.00
509-982 COURT SECURITY BUILDING	0.00	0.00	4,200.00	0.00	3,800.00
509-984 CAPITAL REPLACEMENT	0.00	0.00	0.00	0.00	224,063.00
509-985 COURT EFFICIENCY	<u>0.00</u>	<u>0.00</u>	<u>75.00</u>	<u>0.00</u>	<u>75.00</u>
TOTAL FUND BALANCE TRANSFERS	0.00	0.00	9,775.00	0.00	307,938.00
509-980 FUND BALANCE			CURRENT YEAR NOTES: Reimbursement of Street Bond Proceeds (see Revenue)		
509-981 COURT TECHNOLOGY			PERMANENT NOTES: See Revenue 400-630		
509-982 COURT SECURITY BUILDING			PERMANENT NOTES: See Revenue Acct 400-620		
509-985 COURT EFFICIENCY			PERMANENT NOTES: See Revenue Acct 400-640		
TOTAL 09-CAPITAL OUTLAYS	350,917.30	217,014.17	299,775.00	81,592.57	468,938.00
*** TOTAL EXPENDITURES ***	<u>3,697,093.08</u>	<u>3,899,812.59</u>	<u>5,362,149.00</u>	<u>3,652,137.52</u>	<u>5,037,686.00</u>
*** REVENUES OVER(UNDER) EXPENDITURES **	188,977.01	840,787.17	0.00	1,089,284.90	0.00

BUDGET ADOPTION PROCEDURE

Step 1- Budget Officer Prepares Budget. The Mayor serves as the budget officer (LGC 102.001) and is required to prepare a budget to cover all proposed expenditures of the municipality for the succeeding year (LGC 102.002). A proposed budget that requires raising more revenue from property taxes than in the previous year must contain a cover page with the following statement in 18-point or larger type:

“This budget will raise more total property taxes than last year’s budget by (insert total dollar amount of increase and percentage increase), and of that amount (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll) is tax revenue to be raised from new property added to the tax roll this year.”

Step 2 - Budget Filed with City Secretary and Public Hearing Set. Mayor shall file the proposed budget with the city secretary not less than 30 days prior to the time the city council passes the tax levy ordinance (LGC 102.005). The proposed budget shall be available for inspection by any person and shall be maintained on the city’s website (LGC 102.005c). Council shall call a public hearing on the proposed budget on a date at least 15 days after the date of filing it with the city secretary and prior to the date that the city council will pass the tax levy ordinance (LGC 102.006).

Filing Date: August 14, 2015

Public Hearing Date(s): September 3 (9:30 a.m.) and 17 (7:00 p.m.)

NOTE: When the proposed tax rate requires two public hearings; budget schedule will follow the tax rate public hearing schedule.

Step 3 - Notice of Public Hearing on Budget. Public notice of the date, time and place of the hearing on the budget shall be published in one newspaper at least 10 days before the day of the hearing but not more than 30 days before the date of the hearing.

Notice Date: August 21, 2015

Step 4 - Adoption of Budget. At the conclusion of the public hearing, Council shall, by motion, either adopt the budget or postpone consideration/action until a later date. The Council may make any changes in the budget that it considers warranted by the law or by the best interest of the city tax payers (LGC 102.007).

Adoption Date: September 21, 2015 (9:30 a.m.)

Step 5 - Separate Vote. Two separate votes (action items) of the city council are required to enact a budget that will require raising more revenue from property tax than was raised in previous year (LGC 102.007c):

One vote must be limited to specifically ratifying the property tax increase reflected in the budget

Second vote is to adopt the budget

PROPERTY TAX RATE ADOPTION PROCEDURE

Proposed Tax Rate: .2663
Effective Tax Rate: .2414 (the tax rate that would impose the same total taxes as last year)
Debt Tax Rate: .0458
Rollback Tax Rate: .3074 (the highest tax rate we can set before the taxpayers can start a rollback procedure)

Step 1 - By July 27, Appraisal Districts submits certified tax rolls to the Mayor. By August 7 or as soon thereafter as practicable, Kendall Appraisal calculates the effective and rollback tax rates. City Secretary, after reviewing rates, publishes them along with a statement of tax increase or decrease. Publication date:

Publication Date: August 11, 2015

Step 2 - Before August 14, the Mayor determines how much property tax revenue is needed to fund the budget and decides how much tax to levy. Proposed property tax rate:

.2663

Step 3 - As the proposed tax rate *exceeds* the effective or rollback tax rate (whichever is lower) Council must vote to place a proposal to adopt the rate on the agenda of a future meeting as an action item and calls for two public hearings (the second hearing may not be held earlier than the 3rd day after the date of the first hearing). The vote must be recorded and the motion must state the desired rate.

Council Date for Adoption Proposal: August 20, 2015

Public Hearing Dates: September 3 (9:30 a.m.) and 17 (7:00 p.m.), 2015

Tax Rate Adoption Date: September 21, 2015

Step 4 - City Secretary must notify the public of the dates, times and place of the hearings. The *Notice of Public Hearing on Tax Increase* on the proposed tax rate must be published in the newspaper and on city's website at least seven days before the first hearing.

Publication Date: August 21

Step 5 - A quorum of the Council must hold two public hearings; at each hearing, Council must announce the date, time and place of the meeting at which it will vote on the tax rate.

Step 6 - After the public hearings and before the meeting for the vote, City Secretary publishes in the newspaper and on the city's website a notice titled, "*Notice of Tax Revenue Increase*".

Publication Date: September 18

Step 7 - Council must adopt the tax rate no less than three days but no more than 14 days after the second public hearing (minimum of 4 council members must be present LGC 22.039).

Tax Rate Adoption Date: September 21

PROPOSED BUDGET REPORT

AS OF: MARCH 31ST, 2015

02 -CAPITAL IMPROVEMENT FUND

	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015		PROPOSED 2015-2016 BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	
REVENUE SUMMARY					
00-GENERAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,782,969.00</u>
*** TOTAL REVENUES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,782,969.00</u>
EXPENDITURE SUMMARY					
01-ADMINISTRATION	0.00	0.00	0.00	0.00	59,466.00
09-CAPITAL OUTLAYS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,723,503.00</u>
*** TOTAL EXPENDITURES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,782,969.00</u>
*** REVENUES OVER (UNDER) EXPENDITURES **	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

PROPOSED BUDGET REPORT

AS OF: MARCH 31ST, 2015

02 -CAPITAL IMPROVEMENT FUND

DEPARTMENT REVENUES	----- 2014-2015 -----				PROPOSED
	2012-2013	2013-2014	CURRENT	Y-T-D	2015-2016
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET

00-GENERAL

=====

TRANSFERS

400-980 FROM GF FUND BALANCE	0.00	0.00	0.00	0.00	2,782,969.00
PS Bldg Contract	1 2,084,000.00			2,084,000	
PS Bldg Drainage Contra	1 132,503.00			132,503	
PS Bldg Contingency	1 257,000.00			257,000	
PS Bldg Project Mgr	1 59,466.00			59,466	
PS Bldg FF&E	1 250,000.00			250,000	

TOTAL TRANSFERS	0.00	0.00	0.00	0.00	2,782,969.00
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TOTAL 00-GENERAL	0.00	0.00	0.00	0.00	2,782,969.00
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*** TOTAL REVENUES ***	0.00	0.00	0.00	0.00	2,782,969.00
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PROPOSED BUDGET REPORT

AS OF: MARCH 31ST, 2015

02 -CAPITAL IMPROVEMENT FUND

01-ADMINISTRATION

DEPARTMENT EXPENDITURES

	2012-2013		2014-2015		PROPOSED 2015-2016 BUDGET
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	
<u>PERSONNEL</u>					
501-101 SALARIES	0.00	0.00	0.00	0.00	55,000.00
501-102 TAXES - FICA	0.00	0.00	0.00	0.00	3,410.00
501-103 TAXES - MEDICARE	0.00	0.00	0.00	0.00	798.00
501-104 WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	132.00
501-105 TEXAS WORKFORCE COMMISSION	0.00	0.00	0.00	0.00	126.00
TOTAL PERSONNEL	0.00	0.00	0.00	0.00	59,466.00
<u>CONTRACTUAL SERVICES</u>					
501-502 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL 01-ADMINISTRATION	0.00	0.00	0.00	0.00	59,466.00

PROPOSED BUDGET REPORT

AS OF: MARCH 31ST, 2015

02 -CAPITAL IMPROVEMENT FUND

09-CAPITAL OUTLAYS

DEPARTMENT EXPENDITURES

				----- 2014-2015 -----		PROPOSED
		2012-2013	2013-2014	CURRENT	Y-T-D	2015-2016
		ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
<u>GENERAL</u>						
509-300	LAND/LAND IMPROVEMENT	0.00	0.00	0.00	0.00	132,503.00
	PS Bldg Drainage	1 132,503.00			132,503	
509-301	BLDG/BLDG IMPROVEMENT	0.00	0.00	0.00	0.00	2,341,000.00
	PS Building	1 2,084,000.00			2,084,000	
	PS Contingency	1 257,000.00			257,000	
509-302	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
509-303	PERSONAL PROPERTY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>
	TOTAL GENERAL	0.00	0.00	0.00	0.00	2,723,503.00
TOTAL 09-CAPITAL OUTLAYS		0.00	0.00	0.00	0.00	2,723,503.00
*** TOTAL EXPENDITURES ***		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,782,969.00</u>
*** REVENUES OVER (UNDER) EXPENDITURES **		0.00	0.00	0.00	0.00	0.00

PROPOSED BUDGET REPORT

AS OF: JULY 31ST, 2015

06 -DEBT SERVICE FUND

	2012-2013	2013-2014	2014-2015		PROPOSED
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	2015-2016 BUDGET
REVENUE SUMMARY					
REVENUE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>564,287.00</u>
*** TOTAL REVENUES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>564,287.00</u>
EXPENDITURE SUMMARY					
DEBT PAYMENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>564,287.00</u>
*** TOTAL EXPENDITURES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>564,287.00</u>

PROPOSED BUDGET REPORT

AS OF: JULY 31ST, 2015

06 -DEBT SERVICE FUND

DEPARTMENT REVENUES	2012-2013	2013-2014	2014-2015		PROPOSED
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	2015-2016 BUDGET
<u>REVENUE</u>					
=====					
<u>TAXES</u>					
400-110 PROPERTY TAXES - I & S	0.00	0.00	0.00	0.00	544,536.00
TOTAL TAXES	0.00	0.00	0.00	0.00	544,536.00
400-110 PROPERTY TAXES - I & S	CURRENT YEAR NOTES: Assumes 98.5% Collection and 2% discounts taken				
<u>INTEREST</u>					
400-310 INTEREST EARNED	0.00	0.00	0.00	0.00	1,000.00
TOTAL INTEREST	0.00	0.00	0.00	0.00	1,000.00
<u>FUND BALANCE TRANSFERS</u>					
400-980 FUND BALANCE	0.00	0.00	0.00	0.00	18,751.00
TOTAL FUND BALANCE TRANSFERS	0.00	0.00	0.00	0.00	18,751.00
400-980 FUND BALANCE	PERMANENT NOTES: Fund Balance Transfer needed to cover loss of collections and discounts				
TOTAL REVENUE	0.00	0.00	0.00	0.00	564,287.00
=====					
*** TOTAL REVENUES ***	0.00	0.00	0.00	0.00	564,287.00
=====					

PROPOSED BUDGET REPORT

AS OF: JULY 31ST, 2015

06 -DEBT SERVICE FUND

DEBT PAYMENTS

DEPARTMENT EXPENDITURES

			2014-2015		PROPOSED
	2012-2013	2013-2014	CURRENT	Y-T-D	2015-2016
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
<hr/>					
<u>DEBT SERVICE</u>					
501-700 BOND PRINCIPAL	0.00	0.00	0.00	0.00	390,000.00
501-702 BOND INTEREST PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>174,287.00</u>
TOTAL DEBT SERVICE	0.00	0.00	0.00	0.00	564,287.00
TOTAL DEBT PAYMENTS	0.00	0.00	0.00	0.00	564,287.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	564,287.00
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

PROPOSED BUDGET REPORT

AS OF: JULY 31ST, 2015

07 -BOND CAPITAL FUND

	2012-2013	2013-2014	2014-2015		PROPOSED
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	2015-2016 BUDGET
REVENUE SUMMARY					
00-BOND CAPITAL FUND	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>
*** TOTAL REVENUES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>
EXPENDITURE SUMMARY					
01-ADMINISTRATION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>
*** TOTAL EXPENDITURES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>

PROPOSED BUDGET REPORT

AS OF: JULY 31ST, 2015

07 -BOND CAPITAL FUND

DEPARTMENT REVENUES

	2012-2013	2013-2014	----- 2014-2015 -----		PROPOSED
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	2015-2016 BUDGET

00-BOND CAPITAL FUND

=====

TRANSFERS

400-980 FUND BALANCE TRANSFER	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>
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TOTAL TRANSFERS	0.00	0.00	0.00	0.00	1,115,885.00
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TOTAL 00-BOND CAPITAL FUND	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>
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*** TOTAL REVENUES ***	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,115,885.00</u>
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PROPOSED BUDGET REPORT
AS OF: JULY 31ST, 2015

07 -BOND CAPITAL FUND

01-ADMINISTRATION

DEPARTMENT EXPENDITURES

			----- 2014-2015 -----		PROPOSED
	2012-2013	2013-2014	CURRENT	Y-T-D	2015-2016
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET
<u>GENERAL</u>					
501-391 REIMBURSE GF STREET BOND	0.00	0.00	0.00	0.00	75,000.00
TOTAL GENERAL	0.00	0.00	0.00	0.00	75,000.00
<u>CONTRACTUAL SERVICES</u>					
501-502 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	1,040,885.00
TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	1,040,885.00
TOTAL 01-ADMINISTRATION	0.00	0.00	0.00	0.00	1,115,885.00
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	1,115,885.00

**PROPOSED ENTERPRISE FUND
BUDGET SUMMARY FY 2015/16**

I. Utility Rates and Revenue

- a. Water System
 - i. Residential Meters (3/4" and 1") Service Availability increased 2%.
 - ii. Commercial Meters (1-1/2" and larger) Service Availability increased with audited O&M costs from FY 2013-14.
 - iii. Surface Water fee increased due to GBRA increase the contract rate for firm water from \$130/AF to \$135/AF and an anticipated O&M five cent increase per 1,000 gallons.
 - iv. Debt Service fee increased due to full year payment (versus past half year payment) on interest for the performance contract lease agreement (AMI system).
 - v. Overall water use has trended down the past couple of years; therefore, anticipated revenue is lower.
- b. Wastewater System
 - i. Service Availability increased due to increase in audited average O&M costs from FY 2011-12 through FY 2013-14.
 - ii. Debt Service fee increased due to full year payment (versus past half year payment) on interest for the performance contract lease agreement (AMI system).

II. Proposed Budget Items

- a. Personnel (501-101, 501-201, 502-101, 502-201)
 - i. Salary adjustments based on consultant preliminary draft study recommendations.
 - ii. Public Works Superintendent – 50% paid by Enterprise Fund.
 - iii. Environmental Coordinator – 50% paid by Enterprise Fund.
 - iv. GIS Technician – 50% paid by Enterprise Fund.
 - v. Summer Safety shirts (501-108 and 502-108).
 - vi. New computers (501-215 and 502-215).
- b. GBRA increased the contract rate for firm water from \$130/AF to \$135/AF and an anticipated O&M five cent increase per 1,000 gallons results in a \$24,598 increase from the past years budget to purchase the treated surface water (501-121).
- c. NaviTrack Scout Locator to reduce excavation area (501-123).
- d. Drain Cleaning Machine to clear blocked sewer mains (502-123).
- e. CPR Training for department (501-124 and 502-124).
- f. Two trucks to replace ones that have reached their useful life (501-150 and 502-150).
- g. WIN-911 SCADA Alarming System designed to notify the on-call operator via text message, email, or phone call (501-150 and 502-150).
- h. Add three phase power and remove roto-phase system at a couple of water wells (501-150).
- i. Upgrade flow meters at the water treatment plants (501-150).
- j. Repair fence-crete wall at the Wastewater Treatment plant (502-150).
- k. Replace Automatic Transfer Switch at the Wastewater Treatment plant (502-150).
- l. Pape-Dawson consulting services for the waterline portion of the Roadway Reconstruction project (501-210).

- m. Seminars and conferences for new personnel job functions (501-214 and 502-214).
- n. GIS server and large scale plotter/printer (501-215 and 502-215).

III. Items Requested but not in the Budget

- a. Three phase electrical service and upgrade of control panel at the Falls Wastewater Lift Station.
- b. Lower Lift Station control panel upgrade and installation of Variable Frequency Drives at the Wastewater Treatment Plant.

Fair Oaks Ranch Utility
Water Rates
Effective October 1, 2015

The water rate is established on a base service availability charge and various associated fees.

Service Availability:

<u>Meter Size</u>	<u>Service Availability Charge</u>
¾"	\$25.71
1"	\$27.19
1½"	\$39.82
2"	\$46.92
3"	\$61.11
4"	\$91.67

Tiered Volume Charges:

Residential

<u>Gallons</u>	<u>Cost per 1,000 gallons</u>
0 to 6,000	Base Service Charge
6,001 to 12,500	\$3.66
12,501 to 25,000	\$4.76
25,001 to 50,000	\$7.14
50,001 to 75,000	\$10.71
75,001 to 100,000	\$16.06
Over 100,000	\$24.09

Commercial

<u>Gallons</u>	<u>Cost per 1,000 gallons</u>
0 to 6,000	Base Service Charge
6,001 to 50,000	\$3.64
50,001 to 100,000	\$6.37
100,001 to 150,000	\$11.15
Over 150,000	\$19.52

Itemized Fees:

- Surface Water Fee: \$13.34
- Texas Commission on Environmental Quality Fee: \$0.16
- Trinity Glen Rose Groundwater Conservation District Fee: varies per customer usage
- Debt Service Fee: \$10.54
- Capital Reserve Fund: \$3.36

Fair Oaks Ranch Utility
Wastewater Rates
Effective October 1, 2015

The sewer rate is established on a base service availability charge and various associated fees.

Service Availability: \$36.30

Itemized Fees:

- Texas Commission on Environmental Quality Fee: \$0.06
- Debt Service Fee: \$7.75
- Capital Reserve Fund: \$2.06

FY 2015-2016 Utility Budget

Water Department		As of 30-Apr-15				
		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
REVENUES		Actual	Budget	Y-T-D	Projected	Proposed
401-110	Residential Revenue	2,391,836	2,629,079	1,127,210	1,932,360	2,534,429
401-112	Debt Service	207,021	307,331	174,840	299,725	346,208
401-113	Capital Reserve Fund	106,035	106,646	63,372	108,638	109,711
401-120	Commercial Revenue	203,021	128,432	79,645	136,535	134,067
401-125	Contract Commercial	40,616	121,848	73,977	126,817	130,545
401-130	Revenue Non Potable	46,149	42,333	2,775	4,758	28,064
401-140	Service Connection Fees	46,075	32,350	27,725	47,529	28,415
401-150	Penalties	27,943	21,657	14,139	24,238	22,981
401-160	Impact Fees	57,976	45,004	30,303	51,948	42,778
401-161	Impact Fees - Stone Creek	36,730	31,554	20,035	34,346	28,025
401-162	Impact Fees - Setterfeld	25,044	22,678	31,722	54,381	35,121
401-164	Impact Fees - Enclave	5,009	1,600	0	0	1,600
401-170	Interest Income	3,563	4,000	1,756	3,010	3,500
401-180	Bad Debts	(3,069)	(3,000)	(717)	(1,230)	(3,000)
401-194	Miscellaneous/Special Requests	2,195	16,097	18,857	32,326	4,234
401-196	Third Party Damages	707	0	192	329	0
401-197	Permits/Variances	200	944	25	43	875
401-298	Credit Card Service Fees	4,352	3,869	2,622	4,495	4,000
Total Water Revenues		3,201,402	3,512,422	1,668,478	2,860,248	3,451,553
WATER SERVICE COSTS		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
		Actual	Budget	Y-T-D	Projected	Proposed
501-101	Salaries	217,517	232,390	129,768	222,460	236,250
501-102	Taxes - FICA	12,959	14,410	7,741	13,269	14,650
501-103	Taxes - Medicare	3,031	3,370	1,810	3,103	3,430
501-104	Workmans Compensation	4,909	5,780	5,449	9,341	5,910
501-105	Taxes - SUTA/FUTA	1,110	540	29	49	680
501-106	Retirement	25,529	27,500	15,300	26,229	27,200
501-107	Insurance	41,722	43,660	24,313	41,679	43,020
501-108	Uniforms	7,172	7,190	3,653	6,262	8,140
501-111	Power	130,207	140,270	47,609	81,615	134,296
501-112	Maintenance of Plant/Lines	185,239	80,690	71,784	123,058	135,871
501-113	Cost of Meters	0	150,000	0	0	0
501-114	Analysis Fees	5,661	4,700	2,102	3,603	5,165
501-115	Chemicals	4,490	3,964	3,024	5,185	4,677
501-116	City Management Fee	133,756	146,085	62,817	107,686	141,355
501-117	Equipment Maintenance	2,414	3,371	708	1,214	3,398
501-118	Equipment Gas & Oil	17,673	15,470	7,691	13,184	14,738
501-121	GBRA Water Fees	953,468	1,007,208	554,790	951,069	1,031,806
501-122	Equipment Lease	1,817	1,230	356	610	3,836
501-123	Tools & Minor Equipment	3,841	4,223	1,216	2,085	6,212
501-124	Training	2,774	4,788	1,737	2,977	4,168
501-125	Utilities & Radio	20,590	21,623	15,310	26,246	21,089
501-126	Signal & Telemetry	28,102	23,400	9,138	15,666	17,557
501-127	Building Maintenance	318	1,392	1,019	1,747	2,098
501-128	Supplies and Consumables	702	1,156	940	1,612	1,401
501-129	Vehcile Maintenance & Repairs	1,272	5,687	1,416	2,428	3,898
501-150	Capital Improvements & Purchases	0	320,000	0	0	160,440
501-180	Water Inventory Adjustment	0	0	0	0	0
Total Service Costs		1,806,274	2,270,095	969,719	1,662,376	2,031,284

		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
WATER ADMINISTRATIVE COSTS		Actual	Budget	Y-T-D	Projected	Proposed
501-201	Salaries	123,392	158,450	85,525	146,614	210,860
501-202	Taxes - FICA	7,382	9,830	5,007	8,583	13,080
501-203	Taxes - Medicare	1,726	2,300	1,171	2,007	3,060
501-204	Workmans Comp	481	406	325	557	930
501-205	Taxes - SUTA/FUTA	585	310	66	114	550
501-206	Retirement	14,464	18,750	8,891	15,242	24,270
501-207	Insurance	16,242	29,100	12,919	22,146	48,490
501-208	Utilities & Telephone	4,814	3,434	2,925	5,014	4,410
501-209	Dues & Publications	431	1,148	460	789	758
501-210	Professional Fees	70,451	26,729	27,112	46,478	199,295
501-211	Permits & Licenses	5,851	5,683	5,518	9,459	5,851
501-212	General Liability Insurance	11,969	11,979	11,630	19,937	10,353
501-213	Office Supplies	2,708	3,838	2,019	3,461	3,285
501-214	Travel & Meetings	2,039	2,690	4,330	7,423	8,684
501-215	Software & Computer	27,335	23,283	17,153	29,405	39,277
501-217	Recording/Reporting	235	100	127	217	217
501-218	Postage	939	1,597	670	1,149	1,679
501-219	Building/Equip Maintenance	1,209	1,203	932	1,597	1,356
501-220	Conservation, Ed & Newsletter	192	655	0	0	1,399
501-221	Billing Statement Charges	7,077	6,941	5,133	8,800	7,951
501-222	Billing Postage	10,384	6,918	3,685	6,318	7,633
501-290	Miscellaneous	1,736	1,999	1,195	2,048	1,767
501-298	Credit Card Service Fees	3,526	2,708	1,729	2,964	2,952
Total Administrative Costs		315,166	320,050	198,520	340,321	598,105
		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
DEBT SERVICE COSTS		Actual	Budget	Y-T-D	Projected	Proposed
501-300	Bond Principal	237,850	246,667	247,907	424,984	256,667
501-310	Bond Issuance Fees	4,135	0	0	0	0
501-320	Interest Cost	51,736	22,864	13,337	22,864	13,941
501-330	Tax Exempt Lease Interest	0	37,800	18,900	32,400	75,600
Total Debt Service Costs		293,721	307,331	280,145	480,248	346,208
Total Water Expenditures		2,415,161	2,897,477	1,448,384	2,482,945	2,975,597
Profit (Loss)		786,241	614,945	220,094	377,303	475,955
501-120	Depreciation	294,350	354,000	164,357	281,755	375,361
Profit (Loss) with Depreciation		491,891	260,945	55,736	95,548	100,594

Wastewater Department

As of
30-Apr-15

		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
REVENUES		Actual	Budget	Y-T-D	Projected	Proposed
402-110	Residential Revenue	641,846	661,215	394,123	675,639	697,239
402-112	Debt Service	137,538	141,795	84,505	144,866	149,704
402-113	Capital Reserve Fund	37,828	38,168	22,756	39,010	39,774
402-120	Commercial Revenue	4,895	4,310	2,664	4,567	4,800
402-140	Service Connection Fees	30,500	21,140	20,500	35,143	16,120
402-150	Penalties	4,785	3,710	3,150	5,400	3,960
402-160	Impact Fees	35,306	29,391	21,851	37,458	29,751
402-162	Impact Fees - Setterfeld	16,111	13,929	18,125	31,072	21,913
402-170	Interest Income	885	1,400	708	1,213	1,100
402-180	Bad Debt	(247)	(400)	(318)	(545)	(400)
402-194	Miscellaneous/Special Requests	1,069	1,136	648	1,110	981
402-900	Fund Balance Transfer In	0	0	0	0	0
Total Wastewater Revenues		910,516	915,796	568,710	974,932	964,944

		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
WASTEWATER SERVICE COSTS		Actual	Budget	Y-T-D	Projected	Proposed
502-101	Salaries	107,135	114,470	63,916	109,570	116,370
502-102	Taxes - FICA	6,383	7,100	3,813	6,536	7,220
502-103	Taxes - Medicare	1,493	1,660	892	1,529	1,690
502-104	Workmans Compensation	2,450	2,850	2,683	4,600	2,910
502-105	Taxes - SUTA/FUTA	546	270	14	24	340
502-106	Retirement	12,540	13,550	7,536	12,919	13,400
502-107	Insurance	20,549	21,510	12,002	20,575	21,190
502-108	Uniforms	3,534	3,600	1,994	3,419	4,070
502-111	Power	35,520	33,907	16,587	28,435	35,062
502-112	Maintenance of Plant/Lines	61,354	87,227	34,915	59,854	81,627
502-113	Sludge Hauling	59,110	51,451	30,751	52,716	37,139
502-114	Analysis Fees	12,263	10,421	8,458	14,499	12,966
502-115	Chemicals	6,344	5,946	2,536	4,348	5,313
502-116	City Management Fee	32,337	33,276	19,841	34,013	35,102
502-117	Equipment Maintenance	6,107	1,967	535	917	1,935
502-118	Equipment Gas & Oil	8,477	6,614	3,788	6,494	6,890
502-122	Equipment Lease	3,515	3,565	693	1,188	2,626
502-123	Tools & Minor Equipment	8,292	2,111	1,123	1,925	5,231
502-124	Training	1,179	3,886	1,063	1,822	2,782
502-125	Utilities & Radio	10,141	10,811	7,541	12,927	10,544
502-126	Signal & Telemetry	14,143	12,042	4,683	8,029	11,086
502-127	Building Maintenance	129	794	382	655	993
502-128	Supplies and Consumables	1,328	683	589	1,010	869
502-129	Vehicle Maintenance & Repairs	564	2,490	670	1,149	2,401
502-150	Capital Improvements & Purchases	0	160,000	900	1,543	67,670
Total Service Costs		415,435	592,200	227,906	390,695	487,427

WASTEWATER ADMINISTRATIVE COSTS		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
		Actual	Budget	Y-T-D	Projected	Proposed
502-201	Salaries	64,565	78,610	40,868	70,059	103,860
502-202	Taxes - FICA	3,987	4,880	2,777	4,761	6,440
502-203	Taxes - Medicare	907	1,140	587	1,007	1,510
502-204	Workmans Comp	285	210	165	282	460
502-205	Taxes - SUTA/FUTA	288	150	33	56	280
502-206	Retirement	7,577	9,280	6,045	10,363	11,960
502-207	Insurance	8,554	14,480	8,071	13,836	23,890
502-208	Utilities & Telephone	3,261	2,181	2,144	3,675	3,034
502-209	Dues & Publications	374	574	373	640	486
502-210	Professional Fees	46,556	56,152	11,059	18,959	47,313
502-211	Permits & Licenses	1,638	1,852	1,416	2,427	2,021
502-212	General Liability Insurance	5,503	5,900	5,731	9,825	5,099
502-213	Office Supplies	1,488	2,113	993	1,702	1,635
502-214	Travel & Meetings	1,390	2,121	2,031	3,481	4,379
502-215	Software & Computer	13,130	11,605	8,463	14,508	17,438
502-217	Recording/Reporting	116	100	100	172	217
502-218	Postage	466	985	315	539	943
502-219	Building/Equip Maintenance	595	733	459	787	689
502-221	Billing Statement Charges	3,486	3,367	3,210	5,503	3,446
502-222	Billing Postage	5,115	3,404	1,815	3,111	3,756
502-290	Miscellaneous	2,135	2,183	524	899	2,132
Total Administrative Costs		171,415	202,019	97,178	166,591	240,989

DEBT SERVICE COSTS		2013-2014	2014-2015	2013-2014	2014-2015	2015-2016
		Actual	Budget	Y-T-D	Projected	Proposed
502-300	Bond Principal	117,150	123,333	122,100	209,314	128,333
502-310	Bond Issuance Fees	2,067	0	0	0	0
502-320	Interest Cost	18,903	11,262	6,569	11,261	6,971
502-330	Tax Exempt Lease Interest	0	7,200	3,600	6,171	14,400
Total Debt Service Costs		138,121	141,795	132,269	226,747	149,704
Total Wastewater Expenditures		724,971	936,014	457,353	784,034	878,119
Profit (Loss)		185,545	(20,219)	111,357	190,898	86,824
502-120	Depreciation	163,326	182,380	99,593	170,732	187,419
Profit (Loss) with Depreciation		22,219	(202,599)	11,764	20,167	(100,594)

	As of 30-Apr-15				
	2013-2014 Actual	2014-2015 Budget	2013-2014 Y-T-D	2014-2015 Projected	2015-2016 Proposed
COMBINED TOTAL REVENUES	4,111,918	4,428,218	2,237,188	3,835,180	4,416,496
COMBINED TOTAL EXPENDITURES	3,140,132	3,833,491	1,905,737	3,266,978	3,853,717
PROFIT (LOSS)	971,786	594,727	331,451	568,201	562,780
COMBINED DEPRECIATION	457,675	536,380	263,951	452,487	562,780
PROFIT (LOSS) WITH DEPRECIATION	514,110	58,347	67,500	115,714	0

DRAFT FOR DISCUSSION PURPOSES ONLY

Talking Paper on Ordinance Authorizing the Position of City Administrator

The City Administrator is the chief administrative officer of the City and shall be responsible for the proper and efficient administration of the affairs and day to day operations of the City. The City Administrator shall report and shall receive direction from the whole of the City Council.

Appointment and Removal:

- A majority of the membership of the City Council is required to appoint and remove the City Administrator. All authority for the appointment and removal of the City Administrator shall be fixed with the City Council.
- The City Administrator shall be chosen by the City Council solely on the bases of executive and administrative training, experience and ability.
- The City Administrator shall be appointed for an indefinite term and receive compensation as fixed by the City Council.
- The City Administrator is employed at the will of the City Council and maybe removed by a majority of the City Council provided however the City Council may enter into an employment agreement with the City Administrator defining the conditions and terms of severance of employment.

Duties and Responsibilities:

- The City Administrator is responsible for implementing the ordinances and policies adopted by the City Council and for upholding State and federal laws and regulations.
- The City Administrator attends and participates in City Council Meetings but has no vote.
- The City Administrator shall supervise the preparation of agendas for all meetings of the City Council. The agendas shall be prepared in accordance with Rules and Procedures adopted by the City Council.
- The City Administrator provides staff support services to the Mayor and Councilmembers.
- The City Administrator has a professional obligation to provide recommendations and advice to the City Council on City policy issues.
- The City Administrator conducts research and analyses to assist the City Council in the formulation of policy.
- The City Administrator shall assist the City Council in the development of long term goals for the City and assist in the formulation of strategies to implement such goals.
- The City Administrator shall assist the Mayor, who is the statutory budget officer of the City, in the preparation of the proposed annual budget.
- The City Administrator shall be responsible for the expenditure of all City funds and for administering and monitoring implementation of the annual budget as approved by the City Council.

- The City Administrator shall keep the City Council fully advised as to the financial condition of the City and future needs of the City.
- The City Administrator shall oversee the purchasing of all merchandise, materials, supplies and services as budgeted and needed by the various departments and offices of the City and shall put in place such rules and regulations governing requisitions and transactions of business between City departments and vendors of goods and service in compliance with all State procurement laws.
- The City Administrator assures risk management controls and assessments are in place to protect the City's liability and property concerns.
- The City Administrator shall negotiate, sign, execute and monitor implementation of all contracts including franchise agreements entered into by the City.
- The City Administrator is responsible for the coordination of City communication with the public and the news media including outreach initiatives to the citizens and general public through various media venues.
- The City Administrator shall make reports to the City Council and public on the affairs, finances and operations of the City as directed through Council policy.
- The City Administrator shall direct and supervise the administration of all departments, offices and public utilities of the City and shall investigate or cause to be investigated as appropriate any complaints concerning the administration of the City government and its public utilities.
- The City Administrator shall appoint and remove or suspend all city employees or may delegate and authorize any administrative officer subject to the Administrator's direction and supervision to exercise these powers in accordance with City personnel policies and procedures. The City Administrator shall publish and make such personnel policies and procedures available to all City employees.
- The City Administrator shall promote cooperation and collaboration among the Mayor, Council members, staff, community groups and individual citizens in building a sense of community.
- The City Administrator shall encourage and provide staff support for regional and intergovernmental cooperation and collaboration.
- The City Administrator shall perform other duties as required by the City Council.

Desirable Experience and Educational Qualifications

- A college degree in Public Administration, Business Administration or relevant field with a minimum of five years of management experience is desirable.
- Experience and skills in budgeting, financial administration, municipal utilities, urban planning and development would be beneficial.

Performance and Accountability

- The City Council shall meet with the City Administrator at least once annually to evaluate the performance of the City Administrator and establish performance goals for the upcoming year.
- The City Council shall provide for an outside independent audit of the City's finances and financial management.