



"This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$797,243."

<p>Ayes:</p> <ul style="list-style-type: none"> <li>Pruitt</li> <li>Fowler</li> <li>Hohenshelt</li> <li>Johannesen</li> <li>Trowbridge</li> <li>Macalik</li> <li>Daniels</li> </ul>	<p>Nays:</p>	<p>Absent:</p>
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	Fiscal Year 2019	Fiscal Year 2020
Adopted Rate	.423600 / 100 assessed value	.402100 / 100 assessed value
Effective Tax Rate	.423671 / 100 assessed value	.402197 / 100 assessed value
Effective Maintenance and Operations Rate	.330393 / 100 assessed value	.347950 / 100 assessed value
Debt Rate	.178200 / 100 assessed value	.179200 / 100 assessed value
Rollback Tax Rate	.423729 / 100 assessed value	.438897 / 100 assessed value

Total City Debt Obligations Secured by a Tax Rate: \$95,264,500



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 19, 2019  
**SUBJECT:** FY20 Budget Message

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Transmitted hereby, please accept the submission of the proposed FY20 Annual Operating Budget. As required by the City of Rockwall Charter, the proposed FY20 Annual Operating budget is a balanced budget. As in previous years, the proposed budget has been prepared to reflect a conservative approach to both estimated revenues and recommended expenditures for FY20. The proposed budget provides sufficient funding to maintain current levels of services to our Citizens, and proposes increased levels of service primarily in the Fire, Parks Maintenance, and Police Departments. As directed by the Council, the FY20 budget has been prepared based on application of the Effective Tax Rate and includes a corresponding reduction from the current Tax Rate to that Effective Rate.

A total of \$145,151,000 in new value has been added to the rolls for 2020. This is down from the historic high of \$198,269,000 added as new value last year. Additionally, taxable value of existing taxable properties has increased by about 3.69 % due to reappraisals. As a strategic measure, the percentage split between residential and non-residential value is now about 69.5% / 30.5%.

### **DEBT SERVICE FUND**

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. The tax rate is split between maintenance and operations and the annual principal and interest payments on the City's outstanding debt. The FY20 debt service portion of the tax rate will be 16.84 cents/\$100 of assessed value - down from last year's 17.92 cents/\$100 due to both added value and reappraisals. In the 2018 bond election information the City stated that we would attempt to issue new debt as existing debt matured allowing the City to maintain a fairly flat debt service tax rate while taking advantage of growth in assessed value.

### **GENERAL FUND**

As has been the case for the past seven (7) years, the proposed budget, as directed by the City Council, assumes the adoption of the calculated Effective Tax Rate which will result in a Tax Rate decrease from

the Current Tax Rate of **40.21 cents/\$100 valuation** to the Effective Rate for the coming year of **38.7991 cents/\$100 valuation** – a Tax Rate **decrease** of **1.4109 cents/\$100 valuation**. Based on the state prescribed Effective Rate calculation formulas, this is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1 cent/\$100 valuation produces about \$533,800 in Ad Valorem Tax revenue for FY20. (Based also on the State-prescribed formula, the Roll Back Rate is 40.85 cents/\$100 valuation.) Of course, the impact of the new rate on individual properties is a function not only of the Tax Rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process. It should be noted that FY20 will be the last year that the current State-prescribed formulas will be used and that these will be replaced for FY21 with those adopted during this past Legislative Session.

A twenty-year review of the City’s historic tax rates is shown within the Debt Service section of the budget. The table below shows the adopted rate history since FY12 and the proposed rate for FY20:

<i>Fiscal Year</i>	<i>Adopted Tax Rate</i>
<i>FY12</i>	<i>50.31</i>
<i>FY13</i>	<i>50.25</i>
<i>FY14</i>	<i>50.25</i>
<i>FY15</i>	<i>49.55</i>
<i>FY16</i>	<i>48.53</i>
<i>FY17</i>	<i>45.43</i>
<i>FY18</i>	<i>42.36</i>
<i>FY19</i>	<i>40.21</i>
<b>FY20</b>	<b>38.7991</b>

The City of Rockwall will end FY19 in a strong financial position. The City has had a good year in FY19 with overall revenues exceeding budgeted expectations. The **rate of increase** in Sales Tax, the City’s largest source of revenue, for FY19 is projected to be about 5.33% as compared to an increase of 3.0% projected for the FY19 budget.

With taxable sales in the City being influenced by the local, state, and national economies; Sales Tax revenue is difficult to accurately project. This year, as in previous years, we believe that we have taken a conservative approach to sales tax budget projections - a **3% increase**. Actual collections in excess of the amounts budgeted have contributed to strong General Fund Reserves. For the last seven (7) years a strong General Fund Reserve allowed the City to purchase vehicles, equipment, and other major purchases with cash; therefore, the prior practice of issuing short-term (4 – 10-year) debt has not been necessary with the exception of fire trucks and exceptionally expensive specialized public works equipment. In FY18, these purchases were made from current-year revenue. General Fund Reserve is proposed for similar use in the proposed FY20 budget.

Although the effect on Franchise Fees paid by telephone and data service providers resulting from new State Legislation passed in this session is difficult to predict because of the state-wide choices that the legislation gives to these utilities, a revenue reduction in Franchise Fees to the General Fund of about \$175,000 has been projected in the proposed budget. And, as indicated in the Water and Sewer Rate Study presented during the past year, a partial restoration (\$200,000) of the transfer from the Water and

Sewer Fund has been included in General Fund revenues. While the transfer amount shown does not reflect full reimbursement to the General Fund for services and costs provided by the General Fund, it does begin a staged recovery of appropriate reimbursement transfers which, given continued financial recovery of the utility fund, will be accomplished over the course of the next several years.

Decisions to expend General Fund Reserves in prior years has not resulted in compromising the City's financial position. The City has maintained its General Fund Reserve at a level which complies with locally adopted financial policies. The FY20 Annual Operating Budget proposes significant expenditures from Reserve but contemplates ending the year with an amount compliant with local financial policies plus an excess of about \$300,000.

<b>Department</b>	<b>Description</b>	<b>Amount</b>
Internal Operations	Building Repairs	\$35,900
Internal Operations	Pickup Trucks (2)	\$91,000
Patrol	Vehicles	\$379,700
Patrol	GETAC Cameras	\$47,325
Patrol	Taser Program	\$24,825
CID	Vehicle	\$29,000
Building Inspections	Pickup Truck	\$28,000
Parks	Ballfield Equipment	\$30,750
Parks	Pickup Trucks (2)	\$84,000
Parks	Emerald Bay Trail Extension	\$25,000
Parks	Pickle Ball Court Lights	\$50,000
Harbor	Fountain Basin Liner	\$165,000
Harbor	Fountain area Fencing	\$30,000
Engineering	Pickup Trucks (2)	\$57,000
Streets	Brush Truck w/ Grapple	\$195,000

Continued increases from historic per capita Sales Tax collections (\$340/capita - noted in strategic planning data - to the FY17 rate of about \$378/capita, the FY18 rate of \$389/capita, the projected rate of about \$406/capita for FY19, and the currently projected rate for FY20 of \$414/capita) contribute to the use of a 3% increase for the purposes of development of this budget. While we believe that this is duly conservative, it does presume a **continued strong local economy** through the end of FY20 while considering some potential for a slowing of the rate of increase during the period.

As a service organization, expenditures for personnel account for a large percentage of the City's operating budget. Several new positions are included in the FY20 proposed budget. Added employee positions include:

**Fire Department**

**3 Firefighters** (will leverage a total of 12 new positions if a pending grant application is approved)

**3 Captain promotions from Driver/Engineer**

**Police Department**

**1 Mental Health Officer**

**Parks Maintenance Department**

**1 4-person Maintenance Crew**

**Water Operations Department**

**1 Equipment Operator**

Considerable study of the City's current compensation system has occurred over the course of the last year. A Council Subcommittee has reviewed the City's current practices, met with various department heads, and examined market data from the past as well as the current market data that was available at the time of their deliberations. While wholesale changes from the current system were not identified, there were a number of concerns expressed that the Staff has endeavored to address in the proposed FY20 budget while, at the same time, continuing to be respectful of internal equities in compensation throughout the City organization. While the Subcommittee has not seen the method by which this budget proposes to address these concerns and the proposed budget does not currently address every market concern identified by the surveys of "market cities", it does address several specific concerns expressed during these discussions.

The proposed budget does include a continuation of the step-based merit compensation system that results in increases of \$788,000 (of which \$505,000 is the merit-based pay for the long-term employees and, therefore, does not equate to new budget dollars). The proposed budget includes adjustment of grade and step tables which amounts to \$588,825 and includes adjustments of 3-4% overall. An additional \$78,301 in market adjustments applies to 29 other employees in the City (including 22 maintenance worker positions). Finally, adjustments to entry-level public safety positions have been made in anticipation of adjustments that are proposed to be made (outside of our market city data) but in Rockwall County. Market surveys do indicate the need for market adjustments in both the Police and Fire Departments. The need to address these market issues while maintaining internal equity resulted in proposing Police market adjustments as indicated and generally applying those adjustments in the Fire Department personnel as well. Certification pay for Fire Department personnel who are licensed paramedics has also been added.

Departments have prepared and submitted budget proposals consistent with tenants of the City's strategic planning. Updated departmental strategic plans were recently presented to the City Council. Several departmental discussions of interest as relates to the FY20 budget proposal are noted below:

**Fire**

An amount equal to three (3) new Firefighter positions has been included in the proposed budget. As previously addressed with the City Council, if a recent grant application is approved, this would leverage sufficient funding for twelve (12) new Firefighter positions and these positions would be filled. The proposed budget provides funding of firefighting equipment for three (3) new positions, however,

sufficient reserve is available in the Fire Equipment Fund to outfit the (9) additional Firefighters should that grant be approved. The grant announcement has been postponed by the granting agency from July 1 to September 30. The proposed budget also includes funding for 3 Driver/Engineers to be promoted to Captain continuing the department's effort to put supervision on each shift in 2 stations.

## **Streets**

Voters approved a substantial issuance of debt for concrete street reconstruction projects over the next ten (10) years, but there remains substantial work to be done to continue to accelerate major maintenance and repair work on other concrete streets, asphalt streets, alleys, and sidewalks that are not included in that Bond Project list. Existing alleys are used by many residents for primary access to their homes and for the collection of solid waste. In FY19 about \$500,000 was added to the street materials budget to fund reconstruction or resurfacing of several City parking lots with the remaining appropriations being available for work on streets, alleys, and sidewalks. The proposed FY20 budget does not include the addition funds for additional City parking lot work, and additional needed work on these parking lots has been deferred to future years. This results in a decrease in the proposed budget shown for street materials, but includes a small increase in the amount available for use on street, alley, and sidewalk maintenance for FY20.

## **Police**

One additional Police Officer position (a Mental Health Officer) has been proposed in the FY20 budget. Over the last several years the number of police interactions with persons who display symptoms of mental illness has increased substantially – not only in Rockwall, but Rockwall does have a relatively high number of law enforcement mental health referrals. In a number of jurisdictions, the addition of officers that can specifically focus on these special law enforcement issues has resulted in an improved ability to manage these circumstances and reduce the amount of time spent by patrol officers dealing with related problems.

## **Parks Maintenance**

Adding several maintenance areas along City roadways resulted in an increase of about 3% to contract mowing and maintenance costs being proposed in the FY20 budget, but increased maintenance requirements and increased park and program participation continues to increase maintenance needs as well. The FY20 proposed budget includes the addition of a four (4) member crew to address these needs. The number of Parks Maintenance employees has not been substantially increased in several years, and addressing these maintenance needs by the addition of employees is recommended for the coming year.

## **WATER AND SEWER FUND**

This year, Rockwall has experienced a higher than normal level of rainfall through June 2019 causing lower than normal consumption for the early summer months. We will not meet our minimum annual demand for FY19. An increase in the rate for wholesale treated water is anticipated to be 2.4% in FY 20 from the North Texas Municipal Water District.

The Water and Sewer Fund reserves will be approximately 150 days of operating expenses with bond covenants prescribing a minimum of 60 days. Due to uncertain future sales and continuing increases in prices, regulatory requirements, and major capital projects that we know will occur in the next few fiscal years this is reasonable for the City to set in FY 2020.

Most of the Water and Sewer Fund expenditures increases are for recurring costs associated with the purchase of treated water and wastewater treatment. We will add one new Equipment Operator position in Water Operations as well as increase the number of meter change outs accomplished during the year. We will begin the process to study and engineer the dismantling of the Boydston water tower. The Boydston water tower has been out of service for many years and will not be added back to the City's water system. There are currently two cellular providers located on this water tower. There are funds allocated in this budget for a structural engineering consultant to evaluate whether the cellular providers can be relocated to the radio system structural tower adjacent to the water tower, and funds for a consulting civil engineering firm to evaluate, cost estimate, and manage the dismantling of the water tower in a safe manner. This budget also anticipates the replacement of one fleet vehicle in the water division. The Sewer division budget includes expenses for adding backup generators to 3 sewer lift stations and additional equipment for operating and maintaining the City's wastewater system including a second Vacuum Truck.

## **EMPLOYEE BENEFITS AND WORKERS COMPENSATION FUNDS**

The City's health insurance fund continues to perform as well as (or better than) it has the last several years. Just a few years ago, the fund had a significant negative balance, but through focus on increasing employer and employee contributions and refining offerings, we've rebuilt a reserve balance of at least 24% of our typical expenditures. The past year has, thus far, been a good year for the fund in terms of increasing fund reserve. We do not anticipate the need to increase employer contributions or employee contributions (premiums). The City has also, thus far, had a good employee safety year. The City continues to enjoy an overall excellent employee safety record. As an incentive to continue safe operations at the forefront, the City offers a financial incentive in those years that the Workers Compensation claims experience are consistent with safe workplace goals. While we have not had the good fortune to give these safety incentives (usually around \$250/employee/year) every year, the FY20 proposed budget anticipates the safety incentives will be provided in December 2019.

## LOOKING FORWARD

Future needs will continue even as the economy cycles:

- Adding revenue and/or new revenue sources to meet these and other future needs
- Preserving current revenue sources
- Continuing the development of the Equipment Replacement program
- Continued implementation of strategic initiatives targeting increased revenue (Sales Tax, Residential/Non-residential Ad Valorem Tax ratio, etc.)
- “Normal year” water demands such that the historic transfer from the Water and Sewer Fund may resume to the General Fund – a challenge considering the continued and upcoming increases in the costs of water and sewer supply and services
- Continuing to improve efficiencies in operations

I believe that the Proposed FY20 Annual Budget is an aggressive yet responsible and conservative approach to guiding the City’s activities for the coming year. I would like to thank all Department Heads and all of those who contributed to the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager, Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

I would also like to thank the Mayor and Council in advance for the time and study that I know each of you will invest in the evaluation of the budget proposal. As always, if you have any questions about the proposed budget, please do not hesitate to contact Mary Smith or me.

Respectfully Submitted,

A handwritten signature in black ink that reads "Richard R. Crowley". The signature is written in a cursive, flowing style.

Richard R. Crowley

City Manager





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## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Jeffrey Widmer, Director of Building Inspections and Code Enforcement  
**DATE:** July 1, 2019  
**SUBJECT:** Population Estimates

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COG reported our 1/1/19 population as 44,110. In keeping with adopted policy, we have calculated the population estimate for 1/1/2020. We averaged 26 single family permits per months from 1/1/19 – 5/31/19. Typically we have taken a conservative approach and assumed we will 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 312 single family permits issued. COG recognizes 2.897 residents per single family dwelling and an occupancy factor of .967 in the City of Rockwall. Additionally, The Commons has added 140 units which are open this year and we expect the new condos at the Harbor to receive certificate of occupancy on 240 units before year's end. COG recognizes 1.831 residents per multi-family unit with an occupancy rate of .951.

1/1/19 COG Population Estimate	44,110	
312 X 2.897 X .967 =	874	Single family
380 X 1.831 X .951 =	<u>661</u>	Multi-family
1/1/20 Population Estimate	45,645	

**Using this methodology the City 1/1/2020 population will be 45,645.**



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## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 19, 2019  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$6,048,494,054 and includes senior values of \$618,736,946 and new improvements of \$145,151,336. The certified value reflects an increase of 6.24% over the prior year of which 2.55% is from new values.

A tax rate of 38.7991 cents per hundred dollars of assessed value was used to prepare the 2019-20 Proposed Annual Budget.

The City's debt service rate is calculated to be 16.84 cents and the proposed operations rate would be 21.9691 cents for a proposed combined rate of 38.7991 cents per hundred dollars of assessed value. A penny on the tax rate generates \$533,810. Our Effective Tax Rate is 38.7991 cents and the Rollback Rate is 40.8528 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY19.

*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.

This will be the last budget set using these terms as new terminology and formulas are prescribed for budgets for FY2021.

### **Debt Issuance**

As presented, the proposed budget anticipates issuance of \$16 million in new voter-approved debt during the fiscal year. These are construction dollars approved in the 2012 bond election road projects and engineering and early construction costs for 2018 bond projects. We may also elect to restructure some outstanding debt for interest savings but that will be market driven and determined later in the calendar year.

## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 38.7991 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 3rd Council meeting and will be advertised as such. Adoption of the tax rate and budget will be included on the September 16<sup>th</sup> Council agenda.

## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	10,090,290	10,367,200	10,717,200	10,311,150
Total Expenditures	9,296,183	10,290,950	10,290,450	10,381,500
Excess Revenues Over (Under) Expenditures	794,108	76,250	426,750	(70,350)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	794,108	76,250	426,750	(70,350)
Fund Balance - Beginning	3,828,849	3,312,355	4,622,957	5,049,707
Fund Balance - Ending	4,622,957	3,388,605	5,049,707	4,979,357

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	148,489	33,000	133,000	100,000
4100	Current Taxes	8,924,569	9,864,200	9,864,200	9,741,150
4105	Delinquent Taxes	90,812	70,000	70,000	70,000
4110	Penalty & Interest	60,546	50,000	50,000	50,000
4674	Roadway Impact Fees	865,874	350,000	600,000	350,000
<b>Total Revenues</b>		<b>10,090,290</b>	<b>10,367,200</b>	<b>10,717,200</b>	<b>10,311,150</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Debt Service	9,296,183	10,290,950	10,290,450	10,381,500
<b>Total Expenditures</b>	<b>9,296,183</b>	<b>10,290,950</b>	<b>10,290,450</b>	<b>10,381,500</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
750	Admin. Fees	12,500	20,000	20,000	20,000
752	Bonds - Principal	5,295,000	6,275,500	6,275,000	6,229,500
754	Bonds - Interest	3,065,500	3,346,650	3,346,650	3,298,800
768	Certificates - Principal	685,000	500,000	500,000	570,000
770	Certificates - Interest	238,183	148,800	148,800	263,200
<b>Total Debt Service</b>		<b>9,296,183</b>	<b>10,290,950</b>	<b>10,290,450</b>	<b>10,381,500</b>



City of Rockwall  
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## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 19, 2019  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$113,855,604, resulting in a captured value of \$98,543,154. This is a valuation increase of 13.78% due primarily to the partial value on the ground for the Harbor condos on January 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. City property taxes to the Zone should total \$382,400.

Sales taxes have been estimated for fiscal year 2019 at \$306,950. 100% of the City's sales tax generated in the TIF is revenue to the zone.



## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	683,487	717,250	717,250	739,733
Total Expenditures	421,822	1,086,550	1,086,550	1,147,600
Excess Revenues Over (Under) Expenditures	261,665	(369,300)	(369,300)	(407,867)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	261,665	(369,300)	(369,300)	(407,867)
Fund Balance - Beginning	592,611	766,398	854,276	484,976
Fund Balance - Ending	854,276	397,098	484,976	77,109

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	2,137	-	-	-
4100	Current Taxes	359,554	370,200	370,200	382,400
4150	Sales Taxes	249,124	298,000	298,000	306,950
4155	Beverage Sales Taxes	51,456	33,000	33,000	35,000
4680	Developers Contribution	21,217	16,050	16,050	15,383
<b>Total Revenues</b>		<b>683,487</b>	<b>717,250</b>	<b>717,250</b>	<b>739,733</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Debt Service	950,973	1,086,550	1,086,550	1,147,600
<b>Total Expenditures</b>	<b>421,822</b>	<b>1,086,550</b>	<b>1,086,550</b>	<b>1,147,600</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
768	Certificates - Principal	60,000	860,000	860,000	880,000
770	Certificates - Interest	361,822	226,550	226,550	267,600
<b>Total Debt Service</b>		<b>421,822</b>	<b>1,086,550</b>	<b>1,086,550</b>	<b>1,147,600</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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01 General
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	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	37,419,597	37,905,500	38,483,300	39,048,300
Total Operating Expenditures	32,230,841	34,766,250	35,132,700	36,523,550
Capital Reserve Expenditures	-	1,750,600	1,750,600	1,272,500
Excess Revenues Over (Under) Expenditures	5,188,756	1,388,650	1,600,000	1,252,250
Net Other Financing Sources (Uses)	(3,190,500)	(3,150,500)	(3,120,350)	(2,669,500)
Net Gain (Loss)	1,998,256	(1,761,850)	(1,520,350)	(1,417,250)
Fund Balance - Beginning	10,827,050	12,258,336	12,825,306	11,304,956
Fund Balance - Ending	12,825,306	10,496,486	11,304,956	9,887,706

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4100	Current Taxes	12,292,079	12,275,000	12,275,000	12,701,650
4105	Delinquent Taxes	89,180	80,000	80,000	80,000
4110	Penalty & Interest	73,008	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>12,454,267</b>	<b>12,415,000</b>	<b>12,415,000</b>	<b>12,841,650</b>
4150	Sales Taxes	17,010,227	17,796,350	17,870,400	18,406,550
4155	Beverage Taxes	246,327	300,000	300,000	300,000
4160	Sales Tax Rebate	(20,246)	-	-	-
<b>Total Sales Taxes</b>		<b>17,236,307</b>	<b>18,096,350</b>	<b>18,170,400</b>	<b>18,706,550</b>
4201	Electrical Franchise	1,883,743	1,810,000	1,960,000	1,960,000
4203	Telephone Franchise	145,673	125,000	140,000	120,000
4205	Gas Franchise	497,529	497,500	619,500	620,000
4207	Cable TV Franchise	430,262	450,000	400,000	275,000
4209	Garbage Franchise	298,438	290,000	305,000	305,000
<b>Total Franchise Fees</b>		<b>3,255,645</b>	<b>3,172,500</b>	<b>3,424,500</b>	<b>3,280,000</b>
4250	Park & Recreation Fees	50,217	35,000	35,000	38,000
4251	Municipal Pool Fees	17,680	22,000	22,000	22,000
4253	Center Rentals	41,203	39,500	44,500	39,500
4255	Harbor Rentals	3,180	10,000	2,000	10,000
4260	Tax Certificate Fees	-	250	-	-
4270	Code Enforcement Fees	32,608	5,000	40,000	10,000
4280	Zoning Request Fees	65,071	65,000	60,000	60,000
4283	Construction Inspection	463,805	450,000	600,000	500,000
4295	Fire - Plans	4,125	4,500	4,500	4,500
<b>Total Fees</b>		<b>677,888</b>	<b>631,250</b>	<b>808,000</b>	<b>684,000</b>

Summary of Revenues, Cont'd.

Account	Total Franchise	Actual 3,255,645	Budgeted 18-19	Amended 18-19	Adopted 19-20
4300	Building Permits	1,039,228	1,000,000	1,060,000	1,000,000
4302	Fence Permits	22,480	20,000	20,000	20,000
4304	Electrical Permits	26,902	30,000	20,000	20,000
4306	Plumbing Permits	54,936	50,000	50,000	50,000
4308	Mechanical Permits	77,715	65,000	55,000	55,000
4310	Daycare Center Permits	6,720	5,500	5,500	5,500
4312	Health Permits	117,696	132,000	122,000	132,000
4314	Sign Permits	16,325	20,000	20,000	20,000
4288	Beverage Permits	13,740	15,000	15,000	15,000
4320	Miscellaneous Permits	111,170	50,000	70,000	50,000
Total Permits		1,486,912	1,387,500	1,437,500	1,367,500
4400	Court Fines	438,218	450,000	350,000	350,000
4402	Court Fees	123,971	115,000	90,000	90,000
4404	Warrant Fees	41,740	45,000	40,000	40,000
4406	Court Deferral Fees	209,764	205,000	195,000	195,000
4408	Animal Registration Fees	4,397	5,000	5,000	5,000
4414	Alarm Fees and Fines	66,102	80,000	64,000	64,000
Total Municipal Court		884,192	900,000	744,000	744,000
4001	Interest Earnings	134,818	85,000	215,000	200,000
4007	Sale of Supplies	258	500	500	500
4010	Auction/Scrap Proceeds	28,443	40,000	40,000	40,000
4019	Miscellaneous	118,834	20,000	30,000	20,000
4450	Land Sales	172,689	-	-	-
4480	Tower Leases	25,710	51,000	22,000	25,000
4680	Developer Contributions	44,793	35,500	35,500	64,000
Total Miscellaneous		525,545	232,000	343,000	349,500
4500	Grant Proceeds	17,434	-	70,000	-
4510	School Patrol	424,879	603,750	603,750	621,850
4520	County Contracts	960	1,000	1,000	1,000
4530	City Contracts	455,568	466,150	466,150	452,250
Total Intergovernmental		898,841	1,070,900	1,140,900	1,075,100
Total Revenues		37,419,597	37,905,500	38,483,300	39,048,300

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
<b>Other Financing Sources</b>				
Operating Transfers In:				
From Water & Sewer	-	-	-	200,000
From Court Fees	25,000	37,500	37,500	13,200
From Radio Fund	-	-	40,150	-
<b>Total Other Financing Sources</b>	<b>25,000</b>	<b>37,500</b>	<b>77,650</b>	<b>213,200</b>
<b>Other Financing Uses</b>				
Operating Transfers Out:				
To Public Safety Fund	-	73,000	73,000	-
To Radio Fund	95,500	-	-	-
To Airport Fund	10,000	-	10,000	-
To Employee Benefit Fund (Ins.)	2,500,000	2,500,000	2,500,000	2,250,000
To Workers Compensation Fund	175,000	180,000	180,000	180,000
To Tech. Replacement Fund	185,000	185,000	185,000	202,700
To Vehicle Replacement Fund	250,000	250,000	250,000	250,000
<b>Total Other Financing Uses</b>	<b>3,215,500</b>	<b>3,188,000</b>	<b>3,198,000</b>	<b>2,882,700</b>
Less Capital Reserve	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,190,500)</b>	<b>(3,150,500)</b>	<b>(3,120,350)</b>	<b>(2,669,500)</b>



## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
10	01	Mayor/Council	127,123	124,250	124,250	121,800
10	05	Administration	1,893,276	2,017,100	2,046,550	2,023,800
10	06	Administrative Services	550,222	587,600	593,400	588,800
10	09	Internal Operations	2,190,434	2,353,150	2,407,400	2,338,100
15	11	Finance	690,277	835,450	838,950	849,000
15	15	Municipal Court	429,862	450,100	425,600	454,400
20	25	Fire Operations	3,744,630	4,335,700	4,472,000	4,968,400
20	29	Fire Marshal	518,296	640,500	706,150	674,250
30	31	Police Administration	1,390,227	1,264,000	1,285,600	1,289,000
30	32	Communications	1,184,600	1,245,850	1,250,850	1,311,400
30	33	Patrol	5,544,396	5,945,950	5,935,950	6,112,700
30	34	CID	1,318,129	1,471,550	1,498,200	1,722,400
30	35	Community Services	1,023,163	1,445,850	1,440,550	1,511,650
30	36	Warrants	243,864	260,900	260,900	244,350
30	37	Records	528,790	470,150	478,850	498,400
40	41	Planning	722,367	1,110,200	1,051,900	832,750
40	42	Neighborhood Improv.	528,651	585,650	563,650	548,450
40	43	Building Inspections	714,347	808,100	809,900	828,100
45	45	Parks	2,573,187	2,744,100	2,806,650	3,105,650
45	46	Harbor O&M	559,412	524,100	562,100	727,900
45	47	Recreation	960,771	1,006,350	1,039,050	1,024,950
45	48	Animal Services	637,684	698,650	705,350	660,050
50	53	Engineering	1,059,930	1,166,700	1,168,700	1,201,550
50	59	Streets	3,097,203	4,424,900	4,410,800	4,158,200
			32,230,841	36,516,850	36,883,300	37,796,050
Less Capital Reserve			-	1,750,600	1,750,600	1,272,500
<b>Total Operating Expenditures</b>			<b>32,230,841</b>	<b>34,766,250</b>	<b>35,132,700</b>	<b>36,523,550</b>

## DIVISION SUMMARY

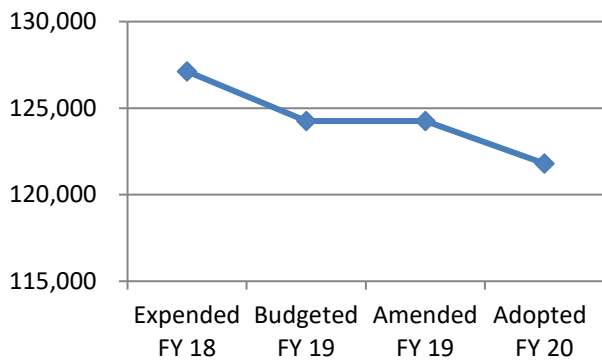
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

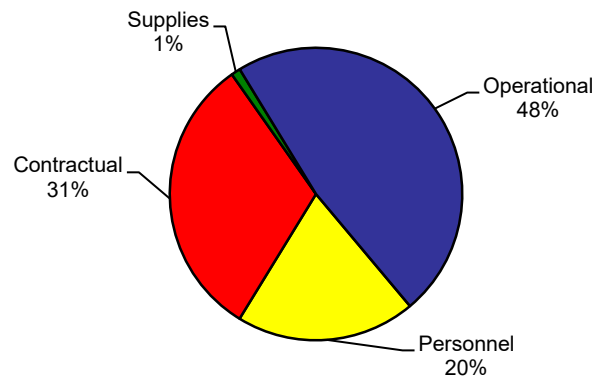
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	24,221	24,200	24,200	24,200
Contractual	41,316	41,150	41,150	38,350
Supplies	854	900	900	1,250
Operational	60,731	58,000	58,000	58,000
<b>Total</b>	<b>127,123</b>	<b>124,250</b>	<b>124,250</b>	<b>121,800</b>

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	1,721	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	<u>24,221</u>	<u>24,200</u>	<u>24,200</u>	<u>24,200</u>
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIALS	37,794	37,800	37,800	35,000
231 SERVICE MAINTENANCE CONTRACTS	3,522	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	<u>41,316</u>	<u>41,150</u>	<u>41,150</u>	<u>38,350</u>
<i>SUPPLIES</i>				
310 PRINTING & BINDING	204	300	300	500
347 GENERAL MAINT. SUPPLY	650	600	600	750
<i>SUPPLIES Totals</i>	<u>854</u>	<u>900</u>	<u>900</u>	<u>1,250</u>
<i>OPERATIONS</i>				
402 YOUTH ADVISORY COUNCIL	1,292	3,000	3,000	3,000
404 ELECTION EXPENSES	11,610	10,500	10,500	10,500
410 DUES & SUBSCRIPTIONS	13,272	14,500	14,500	14,500
420 AWARDS	8,262	10,000	10,000	10,000
428 MEETING EXPENSES	3,370	3,000	3,000	3,000
430 TUITION & TRAINING	4,580	3,000	3,000	3,000
436 TRAVEL	18,346	14,000	14,000	14,000
<i>OPERATIONS Totals</i>	<u>60,731</u>	<u>58,000</u>	<u>58,000</u>	<u>58,000</u>
<b>MAYOR/COUNCIL Totals</b>	<b>127,123</b>	<b>124,250</b>	<b>124,250</b>	<b>121,800</b>

## DIVISION SUMMARY

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

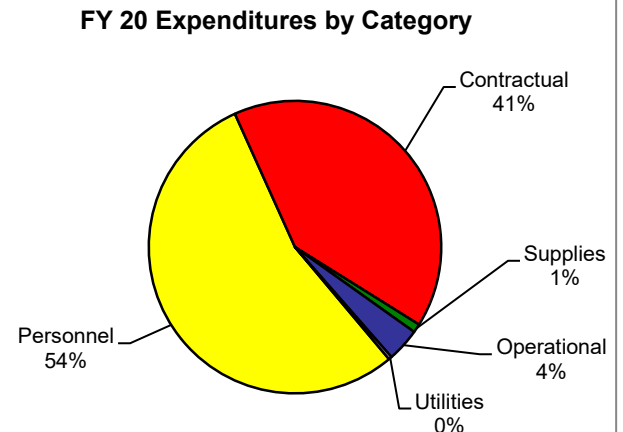
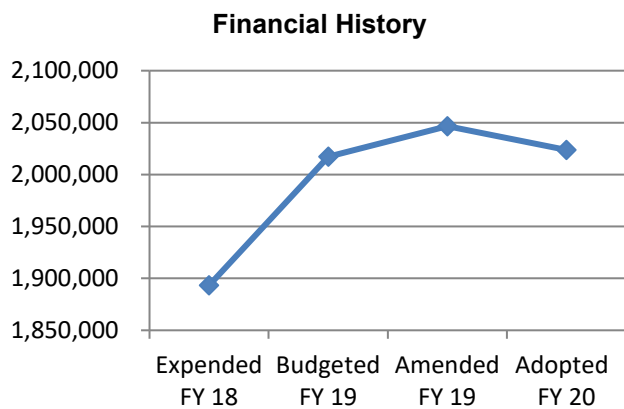
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	1,042,498	1,104,850	1,181,850	1,100,300
Contractual	741,624	813,900	763,900	822,200
Supplies	28,434	18,000	18,000	19,500
Operational	73,942	74,750	74,750	74,750
Utilities	6,778	5,600	8,050	7,050
<b>Total</b>	<b>1,893,276</b>	<b>2,017,100</b>	<b>2,046,550</b>	<b>2,023,800</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	18	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	546,109	582,000	647,000	559,450
104 SALARIES & WAGES-CLERICAL	286,565	303,700	303,700	319,800
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	6,275	6,800	6,800	7,050
120 FICA & MEDICARE EXPENSE	52,676	54,400	58,400	57,000
122 T.M.R.S. RETIREMENT EXPENSE	150,273	157,050	165,050	156,100

*PERSONNEL SERVICES Totals*      1,042,498      1,104,850      1,181,850      1,100,300

*CONTRACTUAL*

207 APPRAISAL & COLLECTION	217,432	211,950	211,950	207,350
208 EMERGENCY SERVICES CORP	60,879	68,000	68,000	62,950
211 LEGAL	175,963	175,000	175,000	175,000
213 CONSULTING FEES	38,567	92,700	42,700	92,700
231 SERVICE MAINTENANCE CONTRACTS	24,107	45,500	45,500	45,500
233 NEWSPAPER NOTICES	10,870	6,000	6,000	6,000
236 COMMUNITY SERVICES	138,307	137,750	137,750	153,500

<b>Notes:</b>	<b>Community Programs</b>
\$109,890 Star Transit (increased \$9,157) 40,000 Meals on Wheels (increased \$5,000) 3,000 Parade - 4th July sponsorships 500 Posse Insurance <u>\$153,500 Total</u>	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

240 EQUIPMENT REPAIRS	340	500	500	500
242 EQUIPMENT RENTAL & LEASE	3,990	5,000	5,000	4,200
243 PARKING LOT LEASES	64,954	65,000	65,000	68,000
254 RECORDING FEES	6,215	6,500	6,500	6,500

*CONTRACTUAL Totals*      741,624      813,900      763,900      822,200

*SUPPLIES*

301 OFFICE SUPPLIES	2,491	3,000	3,000	3,000
310 PRINTING & BINDING	25,943	14,500	14,500	16,000
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500

*SUPPLIES Totals*      28,434      18,000      18,000      19,500

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	14,091	20,000	20,000	20,000
422 EMPLOYEE ACTIVITIES	14,756	14,000	14,000	14,000
428 MEETING EXPENSES	10,838	10,500	10,500	10,500
430 TUITION & TRAINING	10,644	8,450	8,450	8,450
436 TRAVEL	23,612	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	73,942	74,750	74,750	74,750
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	6,778	5,600	8,050	7,050
<i>UTILITIES Totals</i>	6,778	5,600	8,050	7,050
<b>ADMINISTRATION Totals</b>	<b>1,893,276</b>	<b>2,017,100</b>	<b>2,046,550</b>	<b>2,023,800</b>

## DIVISION SUMMARY

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

### Expenditure Summary

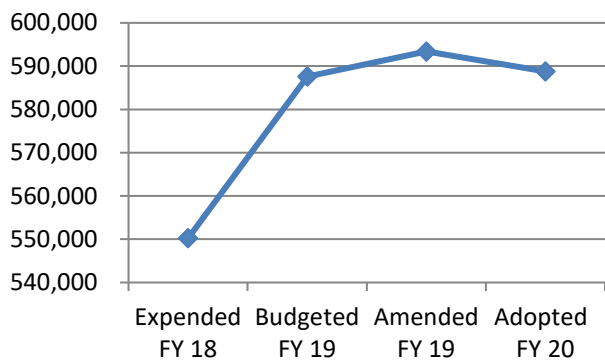
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	496,446	514,550	514,550	513,350
Contractual	591	7,050	12,850	7,050
Supplies	2,133	3,000	3,000	3,000
Operational	48,036	59,900	59,900	61,900
Utilities	3,016	3,100	3,100	3,500
<b>Total</b>	<b>550,222</b>	<b>587,600</b>	<b>593,400</b>	<b>588,800</b>

### Personnel Schedule

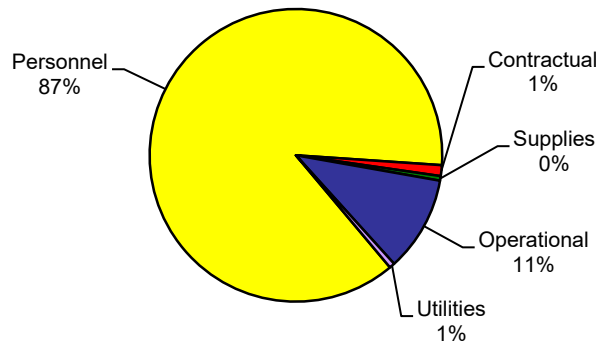
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	24	1	1
HR Analyst	20	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	146,279	156,500	156,500	152,150
104 SALARIES & WAGES-CLERICAL	236,148	241,400	241,400	248,250
112 INCENTIVE PAY	11,519	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
114 LONGEVITY PAY	2,730	3,050	3,050	3,300
120 FICA & MEDICARE EXPENSE	28,016	28,700	28,700	29,350
122 T.M.R.S. RETIREMENT EXPENSE	63,622	65,100	65,100	66,500
128 UNEMPLOYMENT INSURANCE	6,632	8,000	8,000	2,000

<i>PERSONNEL SERVICES Totals</i>	496,446	514,550	514,550	513,350
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*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	591	7,050	12,850	7,050
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<i>CONTRACTUAL Totals</i>	591	7,050	12,850	7,050
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*SUPPLIES*

301 OFFICE SUPPLIES	992	1,000	1,000	1,000
310 PRINTING & BINDING	1,027	1,500	1,500	1,500
347 GENERAL MAINTENANCE SUPPLIES	114	500	500	500

<i>SUPPLIES Totals</i>	2,133	3,000	3,000	3,000
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,315	2,600	2,600	2,600
415 RECRUITING EXPENSES	-	-	-	2,000

<b>Notes:</b>	Recruiting for Director positions
Anticipated costs for recruitment of Director, Administrative Services and Police Chief positions.	
CITY MANAGER'S COMMENTS: Approved	

420 AWARDS	6,774	9,500	9,500	9,500
422 EMPLOYEE ACTIVITIES	420	1,000	1,000	1,000
430 TUITION & TRAINING	5,049	5,500	5,500	5,950

<b>Notes:</b>	Tyler Technologies Conference
Increased budget by \$950 (conference fee only) for 1 additional staff person to attend Tyler Technologies/New World annual conference in April 2020.	
CITY MANAGER'S COMMENTS: Approved	



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
432 EDUCATION REIMBURSEMENT	9,721	17,100	17,100	17,100
435 EMPLOYEE DEVELOPMENT	12,976	14,200	14,200	14,200
436 TRAVEL	10,781	10,000	10,000	10,000
<i>OPERATIONS Totals</i>	<u>48,036</u>	<u>59,900</u>	<u>59,900</u>	<u>61,900</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,016	3,100	3,100	3,500
<i>UTILITIES Totals</i>	<u>3,016</u>	<u>3,100</u>	<u>3,100</u>	<u>3,500</u>
<b>ADMINISTRATIVE SERVICES Totals</b>	<b>550,222</b>	<b>587,600</b>	<b>593,400</b>	<b>588,800</b>

## DIVISION SUMMARY

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

### Expenditure Summary

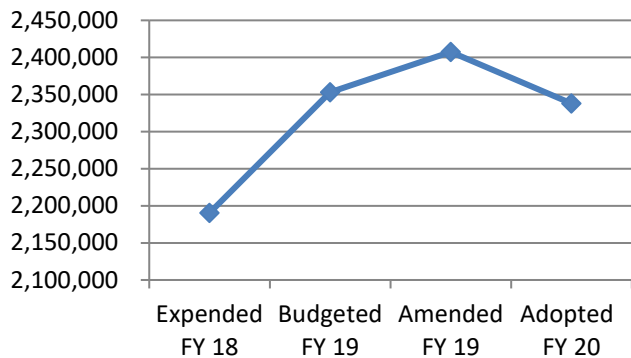
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	1,090,653	1,165,650	1,043,650	1,030,950
Contractual	580,765	692,700	697,700	758,850
Supplies	81,042	97,400	99,900	96,000
Operational	16,048	14,600	14,600	11,900
Utilities	361,406	331,800	346,800	349,400
Capital	60,520	51,000	204,750	91,000
<b>Total</b>	<b>2,190,434</b>	<b>2,353,150</b>	<b>2,407,400</b>	<b>2,338,100</b>

### Personnel Schedule

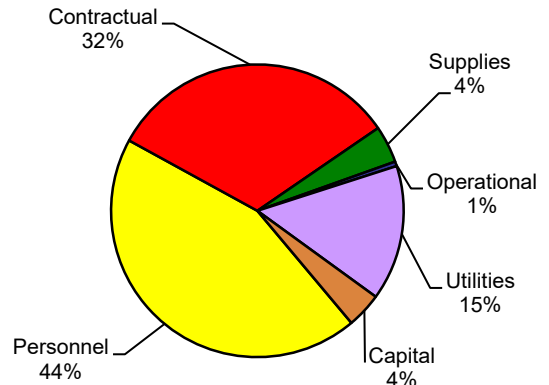
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
Director of Internal Operations	-	1	-
Facilities Superintendent	25	1	1
Network Administrator	27	1	1
PIO/Marketing Manager	22	-	1
Network Technician	19	2	2
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	228,025	233,700	133,700	90,550
104 SALARIES & WAGES-CLERICAL	285,300	342,500	342,500	363,650
107 SALARIES & WAGES-LABOR	349,234	350,700	350,700	363,750
109 SALARIES & WAGES-OVERTIME	5,445	4,000	4,000	4,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	11,720	12,650	12,650	11,350
120 FICA & MEDICARE EXPENSE	65,454	69,900	62,900	60,600
122 T.M.R.S. RETIREMENT EXPENSE	144,874	151,600	136,600	136,450

*PERSONNEL SERVICES Totals*      1,090,653      1,165,650      1,043,650      1,030,950

*CONTRACTUAL*

213 CONSULTING FEES	-	11,000	11,000	6,000
217 IT SERVICE	239,826	330,750	330,750	294,150

<b>Notes:</b>	IT Service
<p>\$ 75,075 Charter Internet &amp; I-Net Connection / Maintenance                  \$ 21,900 Swagit Meeting Video Streaming                  \$ 94,210 Datto NAS and Siris BDR Cloud and Support                  \$ 11,890 Email &amp; Web Security (Barracuda)                  \$ 20,000 Datamax Network Consultant                  \$18,400 Telephone Redundant Path                  \$ 43,179 Licensing Renewals                  \$284,654 Total</p> <p>Proposed New Project:                  \$9,500 Datacenter Disaster Threat Assessment / Redundancy Study – this study will evaluate the existing EOC and IT datacenter vulnerability and assess options to assure continuity of City services in the event of a disaster. This assessment would look at the current infrastructure and provide recommendations for a redundant technology plan, and the best location to provide a secondary site for redundant dispatch communications and EOC operations in case of disaster.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

231 SERVICE MAINTENANCE CONTRACTS	206,752	225,850	225,850	313,100
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<b>Notes:</b>	Radio System Maintenance
<p>With the transition to the Countywide radio system this will be the first year full year for the City to pay our pro-rata portion of the system maintenance agreement. A partial year was paid in FY2019 Full year cost is \$153,722.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

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

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
237 UNIFORM SERVICE	5,586	5,500	5,500	5,500
240 EQUIPMENT REPAIRS	7,601	8,000	10,000	10,000

<b>Notes:</b>	Increase Line Item
Increase due to older equipment and cost of repairs have increased for such items as generators, ice machines, and anything else not building related.	
CITY MANAGER'S COMMENTS: Approved	

242 EQUIPMENT RENTAL & LEASE	2,371	600	600	600
244 BUILDING REPAIRS	106,819	94,000	94,000	115,500

<b>Notes:</b>	Building Repairs
The Internal Operations Department maintains more than 127,000 square feet of city owned facilities. Request is to increase this line item due to aging facilities. Increase to \$70,000.	
<p>Specific Projects:</p> <p>\$9,600 Leak Detection and Moisture Proofing at City Hall                      City Hall is now 17 years old and has experienced leaks in certain areas of the first floor. Staff has explored these in the past and performed moisture detection and prevention with short term success. The staff has identified 10 separate areas that is suspected of having rainwater infiltration, primarily around doors, windows, exterior walls, bridge connections, floor drains, and others. This request is to hire a professional moisture protection inspection consultant to investigate the entire exterior envelope of the building to verify and identify any other locations and provide a long-term solution for waterproofing city hall below grade and on the plaza and south roof system.</p> <p>\$35,900 Building Renovations (City Hall &amp; The Center)                      The Center is almost 17 years old and needs to have the kitchen and public restroom facilities upgraded. City hall is also 17 years old and needs renovations performed to the restrooms. This request is to remove the outdated wallpaper and replace it with a textured surface and fresh and light-colored paint. The fixtures and partitions are in good condition, but the wallpaper surface is becoming more difficult to keep clean. Changing the surface will allow the IO staff to repaint in the future as needed. The Center kitchen has cabinets and laminate countertops that have been repaired many times and needs to be replaced. It is proposed to install new upper/lower cabinets and hard surface countertops for long-term durability.</p> <p>The Center restrooms: \$2,200                      The Center kitchen: \$30,000                      City Hall restrooms (5): \$3,700                      Total: \$35,900</p>	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

246 VEHICLE REPAIRS	7,630	5,000	8,000	6,000
272 JANITORIAL SERVICES	4,180	12,000	12,000	8,000
<i>CONTRACTUAL Totals</i>	<u>580,765</u>	<u>692,700</u>	<u>697,700</u>	<u>758,850</u>

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*SUPPLIES*

301	OFFICE SUPPLIES	357	400	400	500
303	COMPUTER SUPPLIES	11,600	20,000	20,000	20,000
323	SMALL TOOLS	1,521	1,500	4,000	1,500

<b>Notes:</b>	Amend Small Tools
Amend budget by \$2,500. Cost for 2 new outdoor warning siren mobile radios, software, and cables was not anticipated.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

331	FUEL & LUBRICANTS	11,513	13,500	13,500	12,000
345	CLEANING SUPPLIES	21,678	22,000	22,000	22,000
347	GENERAL MAINTENANCE SUPPLIES	34,373	40,000	40,000	40,000

<i>SUPPLIES Totals</i>		81,042	97,400	99,900	96,000
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*OPERATIONS*

430	TUITION & TRAINING	7,180	7,600	7,600	4,900
436	TRAVEL	8,868	7,000	7,000	7,000

<i>OPERATIONS Totals</i>		16,048	14,600	14,600	11,900
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*UTILITIES*

501	ELECTRICITY	170,262	150,000	150,000	150,000
507	CELLULAR TELEPHONE	8,357	10,900	10,900	13,500
508	TELEPHONE SERVICE	103,236	94,400	94,400	94,400
510	NATURAL GAS SERVICE	17,532	16,500	16,500	16,500
513	WATER	62,020	60,000	75,000	75,000

<i>UTILITIES Totals</i>		361,406	331,800	346,800	349,400
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*CAPITAL*

603	BUILDINGS	(4,555)	51,000	51,000	-
617	RADIO EQUIPMENT	-	-	36,050	-
621	FIELD MACHINERY & EQUIPMENT	21,385	-	117,700	-

<b>Notes:</b>	Outdoor Warning System
Council approved the replacement of non-working outdoor warning sirens during the FY19 budget year.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
623 VEHICLES	43,690	-	-	91,000

<b>Notes:</b>	Replace Fleet Vehicles
<p>Two new utility vehicles – This request is for two new utility vehicles for Internal Operations Department maintenance technicians. Both vehicles are 2003 models. Unit 182 has 111,400 miles. The city has spent over \$10,000 in maintenance cost over the life of this vehicle. This year, this vehicle has begun to burn oil more often with extra quarts of oil having to be added every few weeks. The power steering has experienced issues as well. Unit 188 is also a 2003 model and has 82,300 Miles. The city has spent only about \$4,000 on this unit for maintenance over the life of the vehicle but the employee driving it has self-performed some of the light maintenance in the past. Cost to replace two ¾ ton trucks with utility bed and lift gate: \$91,000</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

<i>CAPITAL Totals</i>	60,520	51,000	204,750	91,000
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<b>INTERNAL OPERATIONS Totals</b>	<b>2,190,434</b>	<b>2,353,150</b>	<b>2,407,400</b>	<b>2,338,100</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

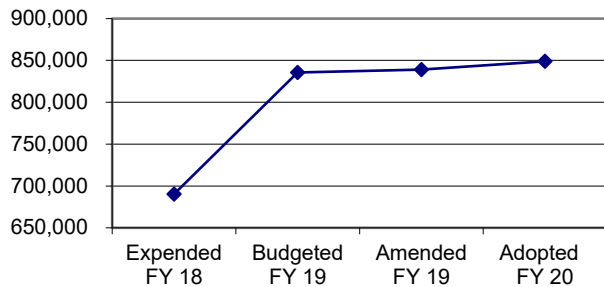
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	323,432	444,650	444,650	466,500
Contractual	301,980	315,800	319,300	311,000
Supplies	56,588	64,750	64,750	61,250
Operational	7,055	9,000	9,000	9,000
Utilities	1,222	1,250	1,250	1,250
<b>Total</b>	<b>690,277</b>	<b>835,450</b>	<b>838,950</b>	<b>849,000</b>

### Personnel Schedule

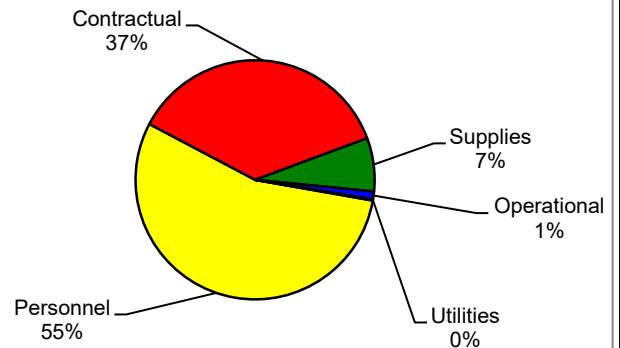
Position	Classification	FY 19 Approved	FY 20 Approved
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	20	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	259,948	354,350	354,350	371,300
109 SALARIES & WAGES-OVERTIME	296	300	300	300
113 EDUCATION/CERTIFICATE PAY	-	300	300	300
114 LONGEVITY PAY	4,343	4,650	4,650	4,950
120 FICA & MEDICARE EXPENSE	19,441	27,100	27,100	28,000
122 T.M.R.S. RETIREMENT EXPENSE	39,404	57,950	57,950	61,650
<i>PERSONNEL SERVICES Totals</i>	<u>323,432</u>	<u>444,650</u>	<u>444,650</u>	<u>466,500</u>
<i>CONTRACTUAL</i>				
210 AUDITING	34,000	31,000	31,000	28,000
223 INSURANCE-SURETY BONDS	500	500	500	500
225 INSURANCE-AUTOMOBILES	61,325	63,300	63,300	63,300
227 INSURANCE-REAL PROPERTY	50,046	56,000	58,500	59,700
228 INSURANCE-CLAIMS & DEDUCTIBLES	32,507	35,000	35,000	30,000
229 INSURANCE-LIABILITY	40,631	38,200	38,200	38,200
231 SERVICE MAINTENANCE CONTRACTS	71,493	82,600	82,600	82,600
233 NEWSPAPER NOTICES	890	1,000	2,000	1,200
235 BANK CHARGES	8,795	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,793	2,700	2,700	2,000
<i>CONTRACTUAL Totals</i>	<u>301,980</u>	<u>315,800</u>	<u>319,300</u>	<u>311,000</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,561	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	27,376	28,000	28,000	28,000
307 POSTAGE	26,376	32,000	32,000	29,000
310 PRINTING & BINDING	1,200	2,000	2,000	1,500
347 GENERAL MAINTENANCE SUPPLIES	76	750	750	750
<i>SUPPLIES Totals</i>	<u>56,588</u>	<u>64,750</u>	<u>64,750</u>	<u>61,250</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	595	2,500	2,500	2,500
430 TUITION & TRAINING	3,512	2,500	2,500	2,500
436 TRAVEL	2,948	4,000	4,000	4,000
<i>OPERATIONS Totals</i>	<u>7,055</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	1,222	1,250	1,250	1,250
<i>UTILITIES Totals</i>	<u>1,222</u>	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>
<b>FINANCE Totals</b>	<b>690,277</b>	<b>835,450</b>	<b>838,950</b>	<b>849,000</b>



## DIVISION SUMMARY

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

### Expenditure Summary

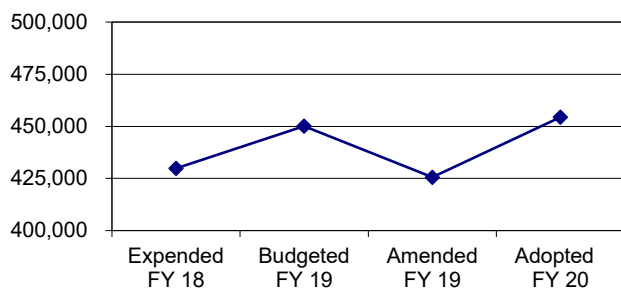
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	338,636	343,450	318,950	352,350
Contractual	84,433	93,900	93,900	89,300
Supplies	2,774	7,250	7,250	7,250
Operational	4,019	5,500	5,500	5,500
<b>Total</b>	<b>429,862</b>	<b>450,100</b>	<b>425,600</b>	<b>454,400</b>

### Personnel Schedule

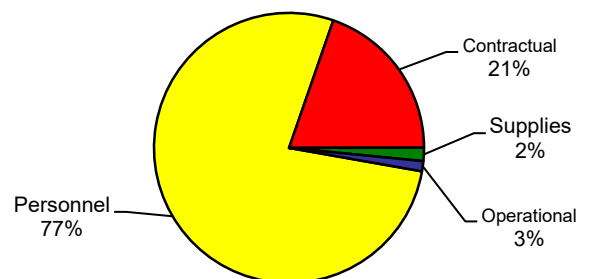
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	79,822	79,850	79,850	82,150
104 SALARIES & WAGES-CLERICAL	186,105	191,850	171,850	196,700
109 SALARIES & WAGES-OVERTIME	-	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	6,143	4,400	4,400	4,400
120 FICA & MEDICARE EXPENSE	20,692	20,800	19,300	20,350
122 T.M.R.S. RETIREMENT EXPENSE	45,275	44,450	41,450	46,650
<i>PERSONNEL SERVICES Totals</i>	<u>338,636</u>	<u>343,450</u>	<u>318,950</u>	<u>352,350</u>
<i>CONTRACTUAL</i>				
211 LEGAL	79,634	88,000	88,000	84,000
240 EQUIPMENT REPAIRS	203	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,596	5,400	5,400	4,800
<i>CONTRACTUAL Totals</i>	<u>84,433</u>	<u>93,900</u>	<u>93,900</u>	<u>89,300</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,474	1,500	1,500	1,500
310 PRINTING & BINDING	693	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	607	750	750	750
<i>SUPPLIES Totals</i>	<u>2,774</u>	<u>7,250</u>	<u>7,250</u>	<u>7,250</u>
<i>OPERATIONS</i>				
407 JURY EXPENSE	300	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	493	500	500	500
430 TUITION & TRAINING	955	1,000	1,000	1,000
436 TRAVEL	2,271	2,500	2,500	2,500
<i>OPERATIONS Totals</i>	<u>4,019</u>	<u>5,500</u>	<u>5,500</u>	<u>5,500</u>
<b>MUNICIPAL COURT Totals</b>	<b>429,862</b>	<b>450,100</b>	<b>425,600</b>	<b>454,400</b>

## DIVISION SUMMARY

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

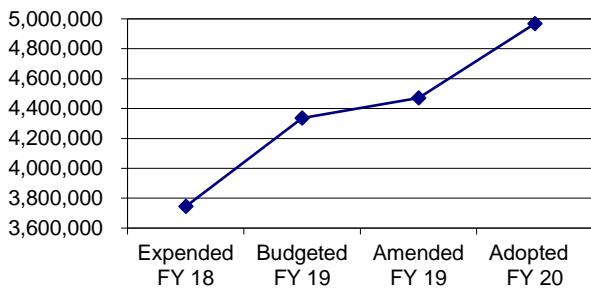
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	3,434,397	3,826,800	3,933,600	4,551,600
Contractual	183,332	249,700	272,700	248,950
Supplies	95,754	121,800	126,800	111,650
Operational	28,468	63,700	63,700	51,900
Utilities	2,678	2,800	4,300	4,300
Capital	-	70,900	70,900	-
<b>Total</b>	<b>3,744,630</b>	<b>4,335,700</b>	<b>4,472,000</b>	<b>4,968,400</b>

### Personnel Schedule

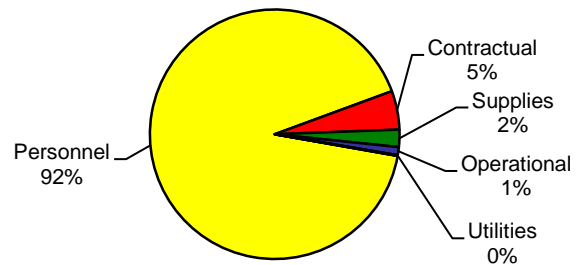
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Fire Chief	-	1	1
Assistant Fire Chief	34	1	1
Batallion Chief	F9	1	1
Captain/Drivers	F8	6	9
Driver/Engineer	F6	15	12
Firefighter	F5	6	9
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	271,835	283,800	283,800	293,950
104 SALARIES & WAGES-CLERICAL	44,144	46,200	46,200	49,350
107 SALARIES & WAGES-LABOR	1,900,074	2,304,500	2,264,500	2,736,300

<b>Notes:</b>	Salaries & Wages-Labor
<p>In keeping with our strategic goal of providing sufficient on-duty staffing to respond to a structure fire in a single family home, and a second incident, we are requesting funding for 3 new full-time Firefighter positions and three upgrades of Driver Engineers to Captain positions.</p> <p>\$71,156 Salary and Benefits                  1,650 Uniform cleaning                  15,000 Bunker Gear  <u>\$87,806</u> Total cost per new firefighter</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

109 SALARIES & WAGES-OVERTIME	398,266	253,000	373,000	400,000
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<b>Notes:</b>	Salaries and Wages-Overtime
<p>Requesting an increase in overtime of 288 hours to allow for sending 4 Captains (3 newly promoted and 1 tenured Captain) to Company Officer development school. Also requesting 360 hours of additional overtime to send all personnel on each shift to a local drill tower 2 different times to perform multi-company drills/training involving live fire. Requesting 12 additional hours to assist with the Citizen's Fire Academy Burn Day and 120 hours to assist with the Junior Fire Academy Summer Camp.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

113 EDUCATION/CERTIFICATE PAY	51,784	55,050	55,050	61,550
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<b>Notes:</b>	Education/Certification Pay
<p>The department currently has 10 full-time members that are certified paramedics. These members have a significantly increased level of training beyond what is required and are also required to complete twice the amount of continuing education every 4 years (144 hours vs 72 hours) compared to an EMT. Proposing a compensation plan for those full-time members who are certified Paramedics based on their tenure as a Paramedic (\$50 per month for 0-5 years, \$100 per month for 6+ years). It is also anticipated that some volunteer and full-time members will upgrade existing fire certifications and/or add new certifications.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

114 LONGEVITY PAY	37,917	42,250	42,250	42,900
115 VOLUNTEER-INCENTIVE PAY	86,134	92,500	92,500	85,000
120 FICA & MEDICARE EXPENSE	208,779	224,900	230,800	278,800

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

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
122 T.M.R.S. RETIREMENT EXPENSE	386,565	452,300	465,500	553,750
126 VOLUNTEER PENSION	48,898	72,300	50,000	50,000
<i>PERSONNEL SERVICES Totals</i>	<u>3,434,397</u>	<u>3,826,800</u>	<u>3,933,600</u>	<u>4,551,600</u>

CONTRACTUAL

222 DISABILITY INSURANCE	46,637	50,000	50,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	28,370	76,250	76,250	80,050
237 UNIFORM SERVICE	1,143	4,150	4,150	2,100
238 TRAINING REIMBURSEMENT	-	2,500	2,500	-
240 EQUIPMENT REPAIRS	12,407	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	4,173	5,300	5,300	5,300
246 VEHICLE REPAIRS	90,602	95,000	118,000	95,000
<i>CONTRACTUAL Totals</i>	<u>183,332</u>	<u>249,700</u>	<u>272,700</u>	<u>248,950</u>

SUPPLIES

301 OFFICE SUPPLIES	1,124	1,500	1,500	1,500
310 PRINTING & BINDING	77	500	500	300
321 UNIFORMS	14,363	31,900	31,900	17,950
323 SMALL TOOLS	66	3,000	3,000	3,000
331 FUEL & LUBRICANTS	28,793	30,000	35,000	35,000
347 GENERAL MAINTENANCE SUPPLIES	9,369	9,900	9,900	9,900
378 FIRE PREVENTION SUPPLIES	(76)	1,000	1,000	-
379 FIRE FIGHTING SUPPLIES	42,039	44,000	44,000	44,000
<i>SUPPLIES Totals</i>	<u>95,754</u>	<u>121,800</u>	<u>126,800</u>	<u>111,650</u>

OPERATIONS

410 DUES & SUBSCRIPTIONS	5,472	7,950	7,950	12,450
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<b>Notes:</b>	Dues & Subscriptions
Increase in the number of personnel holding a Texas Commission on Fire Protection certification. Increase in the annual dues for Chief and Asst Chief for the Texas Fire Chiefs Assoc. Finally, we have upgraded our online training platform to a much more robust program that includes not only full-time personnel but volunteers as well.	
CITY MANAGER'S COMMENTS: Approved	

415 RECRUITING EXPENSES	1,837	4,000	4,000	4,000
430 TUITION & TRAINING	12,210	41,750	41,750	25,450
436 TRAVEL	8,950	10,000	10,000	10,000
<i>OPERATIONS Totals</i>	<u>28,468</u>	<u>63,700</u>	<u>63,700</u>	<u>51,900</u>

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,678	2,800	4,300	4,300
<i>UTILITIES Totals</i>	<u>2,678</u>	<u>2,800</u>	<u>4,300</u>	<u>4,300</u>
<i>CAPITAL</i>				
623 VEHICLES	-	70,900	70,900	-
<i>CAPITAL Totals</i>	<u>-</u>	<u>70,900</u>	<u>70,900</u>	<u>-</u>
<b>FIRE OPERATIONS Totals</b>	<b>3,744,630</b>	<b>4,335,700</b>	<b>4,472,000</b>	<b>4,968,400</b>

## DIVISION SUMMARY

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

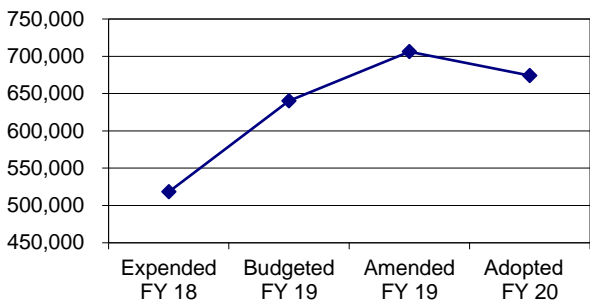
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	422,419	507,200	525,450	549,150
Contractual	12,844	16,500	63,900	24,150
Supplies	61,085	75,300	75,300	57,500
Operational	17,811	23,000	23,000	23,000
Utilities	4,136	5,000	5,000	5,000
Capital	-	13,500	13,500	15,450
<b>Total</b>	<b>518,296</b>	<b>640,500</b>	<b>706,150</b>	<b>674,250</b>

### Personnel Schedule

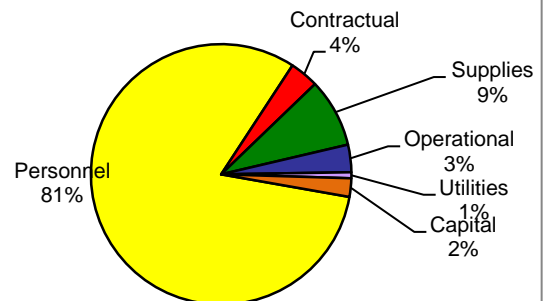
Position	Classification	FY 19 Approved	FY 20 Adopted
Fire Marshal	34	1	1
Senior Fire Inspector-Captain	FM8	1	1
Fire Inspector/Investigator/Educator	FM6	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	119,080	129,800	129,800	140,300
104	SALARIES & WAGES-CLERICAL	38,751	39,850	39,850	43,050
107	SALARIES & WAGES-LABOR	173,682	231,000	244,000	249,800

**Notes:** Fire & Life Safety Educator

We are requesting to hire a dedicated civilian life safety educator to increase public safety awareness within the community. During our recent work on a Community Risk Assessment project, the lack of a dedicated Public Safety Educator was noticed. Not having a dedicated Public Safety Educator leads to Fire Inspectors not being in the field while they are conducting, planning, and developing public education in preschools, elementary schools, and community events. Several years ago, this position was funded, however, as a result of increasing workload; the position was adapted into a full fire inspector position.

The purpose of this position is to manage and coordinate all public fire education programs and life safety related activity. The work would designing and developing curriculum for educational programs, conducting workshops, making presentations, and participating in any other related activity deemed effective in promoting or conveying fire safety principles, procedures, and safe practices. This position will require the employee to manage the use of the RFD's fire safety trailer, adeptly operate all of its equipment and safety features, and be capable of training and explaining its operation and maintenance requirements to other employees, CERT members, and/or other responsible civilians.

This position will manage programs such as RISD's Fire Prevention Month programs, Citizen's Fire Academy, Open House, Juvenile Fire-setter Intervention, and CERT. New programs that this position will facilitate will include Junior Fire Academy, Fire Explorers, Child Passenger Safety programs, Community CRP programs, "Stop the Bleed" programs, and others as a result of the Community Risk Reduction program.

\$75,136 Salary and Benefits  
 2,800 Computer  
 1,200 Cell phone  
 43,000 Vehicle

**CITY MANAGER'S COMMENTS:** Disapproved

109	SALARIES & WAGES-OVERTIME	4,453	5,000	6,500	5,000
113	EDUCATION/CERTIFICATE PAY	3,231	3,600	4,350	3,600
114	LONGEVITY PAY	1,670	1,950	1,950	2,100
120	FICA & MEDICARE EXPENSE	25,525	30,500	31,500	32,800
122	T.M.R.S. RETIREMENT EXPENSE	56,028	65,500	67,500	72,500

<i>PERSONNEL SERVICES Totals</i>	422,419	507,200	525,450	549,150
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	-	-	47,400	-
231 SERVICE MAINTENANCE	2,805	3,500	3,500	11,150

<b>Notes:</b>	MobileEyes Software
\$8,660 Software Maintenance renewal	
CITY MANAGER'S COMMENTS: Approved	

237 UNIFORM SERVICE	1,723	3,500	3,500	3,500
240 EQUIPMENT REPAIRS	159	500	500	500
242 EQUIPMENT RENTAL & LEASE	3,038	3,500	3,500	3,500
246 VEHICLE REPAIRS	5,119	5,000	5,000	5,000
261 CRIME SCENE SERVICES	-	500	500	500

<i>CONTRACTUAL Totals</i>	12,844	16,500	63,900	24,150
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*SUPPLIES*

301 OFFICE SUPPLIES	1,576	1,500	1,500	1,500
310 PRINTING & BINDING	2,025	2,000	2,000	2,000
321 UNIFORMS	1,423	5,500	5,500	3,500
331 FUEL & LUBRICANTS	7,066	10,000	10,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	123	500	500	500
373 INVESTIGATION SUPPLIES	1,415	3,000	3,000	3,000
374 EXPLORER PROGRAM SUPPLIES	-	-	-	6,500
376 CANINE EXPENSE	6,726	3,000	3,000	3,000
378 FIRE PREVENTION SUPPLIES	16,500	36,500	36,500	20,500
379 FIRE FIGHTING SUPPLIES	24,232	13,300	13,300	9,000

<b>Notes:</b>	Replacement gear
Replacement gear for CFA/Explorers programs	
CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	61,085	75,300	75,300	57,500
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	861	3,000	3,000	3,000
415 RECRUITING EXPENSES	175	-	-	-
430 TUITION & TRAINING	3,979	7,000	7,000	7,000
436 TRAVEL	12,796	13,000	13,000	13,000

<i>OPERATIONS Totals</i>	17,811	23,000	23,000	23,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,136	5,000	5,000	5,000
<i>UTILITIES Totals</i>				
	4,136	5,000	5,000	5,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	13,500	13,500	15,450

<b>Notes:</b>	MobileEyes Company Inspector
<p>\$6500 - For MobileEyes Company Inspector for which enables our firefighters to create pre-fire plan surveys and perform routine fire inspections using any internet-connected device. Users are able to note hazardous materials, fire safety violations, structural information, exit routes and other important property features helpful while responding to a fire-related emergency.</p> <p>This will assist in increase the frequency of risk based fire inspections across the City by the Fire Department.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	MobileEyes Permit/Plan Review
<p>\$8,950 First year cost (Annual fees of \$5,606) - MobileEyes Permit/Plan Review Software is phase 2 of our paperless fire inspection, plan review, and permitting process to improved department productivity. This software will enable fire department personnel to easily and efficiently process new construction permit requests, plan reviews, and online inspection request. The product's built-in portal saves time by facilitating permit and plan submittals and communications between contractors and office personnel. Permits tied into inspection schedule for easy retrieval during field inspections. Automated, real-time communication between office personnel, contractors and owners. Contractors submit permit applications online, project updates are automatically posted and electronically sent to contractors. Reports securely archived and indexed for immediate, remote access. The software allows for exporting, printing or emailing year-end and monthly reports easily and efficiently. It incorporates our custom fee schedule for efficient fee calculations and handles all billing and accounts receivable tasks.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

623 VEHICLES	-	-	-	-
<i>CAPITAL Totals</i>				
	-	13,500	13,500	15,450

<b>FIRE MARSHAL Totals</b>	<b>518,296</b>	<b>640,500</b>	<b>706,150</b>	<b>674,250</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

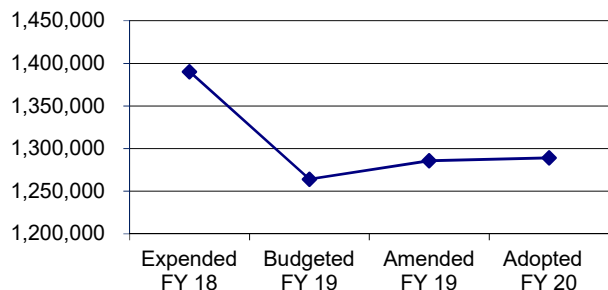
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	1,109,045	1,111,650	1,127,650	1,164,350
Contractual	50,915	59,000	61,800	57,000
Supplies	18,438	17,600	19,400	19,500
Operational	25,228	32,150	33,150	39,150
Utilities	7,470	8,600	8,600	9,000
Capital	179,131	35,000	35,000	-
<b>Total</b>	<b>1,390,227</b>	<b>1,264,000</b>	<b>1,285,600</b>	<b>1,289,000</b>

### Personnel Schedule

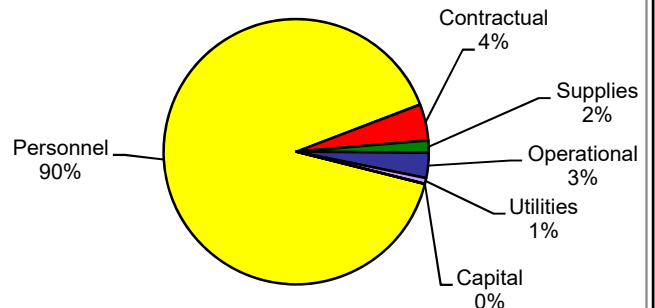
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Police Chief	-	1	1
Assistant Police Chief	34	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	154,482	294,900	294,900	301,150
104 SALARIES & WAGES-CLERICAL	54,037	54,000	54,000	55,600
107 SALARIES & WAGES-LABOR	650,080	524,850	524,850	548,750
109 SALARIES & WAGES-OVERTIME	17,302	12,000	25,000	20,000
113 EDUCATION/CERTIFICATE PAY	8,099	8,100	8,100	8,100
114 LONGEVITY PAY	9,850	10,350	10,350	10,050
120 FICA & MEDICARE EXPENSE	65,474	64,500	65,500	67,400
122 T.M.R.S. RETIREMENT EXPENSE	149,722	142,950	144,950	153,300

<i>PERSONNEL SERVICES Totals</i>	1,109,045	1,111,650	1,127,650	1,164,350
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*CONTRACTUAL*

226 INSURANCE-LAW ENFORCEMENT	33,839	35,000	35,000	35,000
231 SERVICE MAINTENANCE CONTRACTS	216	-	-	-
237 UNIFORM SERVICE	1,200	2,000	2,000	2,000
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	8,658	3,000	5,800	3,000
263 COUNTY JAIL CONTRACT	7,002	18,000	18,000	16,500
265 MEDICAL SERVICE PRISONERS	-	500	500	-

<i>CONTRACTUAL Totals</i>	50,915	59,000	61,800	57,000
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*SUPPLIES*

301 OFFICE SUPPLIES	834	1,000	1,000	1,000
310 PRINTING & BINDING	916	1,500	1,500	1,500
321 UNIFORMS	5,158	1,600	1,600	3,500
331 FUEL & LUBRICANTS	10,816	12,000	13,800	12,000
347 GENERAL MAINTENANCE SUPPLIES	714	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	18,438	17,600	19,400	19,500
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	4,712	4,400	4,400	4,400
420 AWARDS	4,891	5,000	6,000	5,000

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

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
430 TUITION & TRAINING	7,754	11,000	11,000	18,000

<b>Notes:</b>	Tuition and Training
<p>\$5,500 increase is requested to bring in Chief Kent Williams (Ret), President of Breach Point Consulting. In order to allow for all sworn personnel to attend one of these sessions. We have partnered with Allen and Rowlett PD and have four 8-hour seminar days scheduled in February 2020, one day dedicated to spouses/family. The seminar will assist those attending with gaining a distinctly different perspective on the unique and potentially problematic consequences of performing well within a law enforcement culture. Executives, officers and supervisors will examine better ways to reduce their stress and simultaneously garner greater staff compliance with department standards. Leaders will address stressors encountered by the rank and file which influence the essential balance between their professional and personal relationships.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

436 TRAVEL	7,871	11,750	11,750	11,750
<i>OPERATIONS Totals</i>	25,228	32,150	33,150	39,150

*UTILITIES*

507 CELLULAR TELEPHONE	7,470	8,600	8,600	9,000
<i>UTILITIES Totals</i>	7,470	8,600	8,600	9,000

*CAPITAL*

603 BUILDINGS	151,201	-	-	-
623 VEHICLES	27,930	35,000	35,000	-
<i>CAPITAL Totals</i>	179,131	35,000	35,000	-

<b>POLICE ADMINISTRATION Totals</b>	<b>1,390,227</b>	<b>1,264,000</b>	<b>1,285,600</b>	<b>1,289,000</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

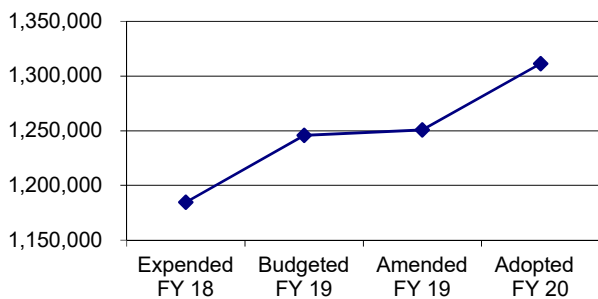
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	940,652	959,650	964,650	1,058,550
Contractual	233,818	265,000	265,000	231,650
Supplies	2,623	5,950	5,950	5,950
Operational	6,284	11,550	11,550	11,550
Utilities	1,222	3,700	3,700	3,700
<b>Total</b>	<b>1,184,600</b>	<b>1,245,850</b>	<b>1,250,850</b>	<b>1,311,400</b>

### Personnel Schedule

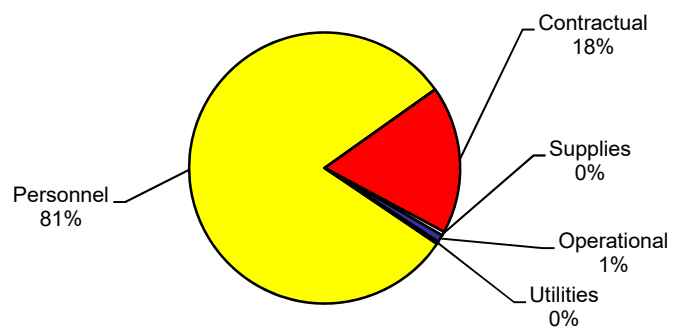
<u>Position</u>	Classification	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Communications Supervisor	19	3	3
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Amount</b>	<b>2019 Budget</b>	<b>2019 Budget</b>	<b>2020 City Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	172,498	178,200	178,200	197,250
104 SALARIES & WAGES-CLERICAL	500,177	539,300	449,300	561,050
109 SALARIES & WAGES-OVERTIME	78,814	60,000	150,000	90,000
113 EDUCATION/CERTIFICATE PAY	4,996	5,100	5,100	5,100
114 LONGEVITY PAY	3,928	4,750	4,750	4,800
120 FICA & MEDICARE EXPENSE	56,051	54,900	54,900	58,000
122 T.M.R.S. RETIREMENT EXPENSE	124,187	117,400	122,400	142,350
<i>PERSONNEL SERVICES Totals</i>	<u>940,652</u>	<u>959,650</u>	<u>964,650</u>	<u>1,058,550</u>
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	233,818	265,000	265,000	231,650
<i>CONTRACTUAL Totals</i>	<u>233,818</u>	<u>265,000</u>	<u>265,000</u>	<u>231,650</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	689	900	900	900
310 PRINTING & BINDING	-	100	100	100
321 UNIFORMS	288	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	1,647	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	<u>2,623</u>	<u>5,950</u>	<u>5,950</u>	<u>5,950</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	840	2,000	2,000	2,000
415 RECRUITING EXPENSES	225	3,300	3,300	3,300
430 TUITION & TRAINING	4,045	4,250	4,250	4,250
436 TRAVEL	1,174	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	<u>6,284</u>	<u>11,550</u>	<u>11,550</u>	<u>11,550</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	1,222	3,700	3,700	3,700
<i>UTILITIES Totals</i>	<u>1,222</u>	<u>3,700</u>	<u>3,700</u>	<u>3,700</u>
<b>COMMUNICATIONS Totals</b>	<b>1,184,600</b>	<b>1,245,850</b>	<b>1,250,850</b>	<b>1,311,400</b>

## DIVISION SUMMARY

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

### Expenditure Summary

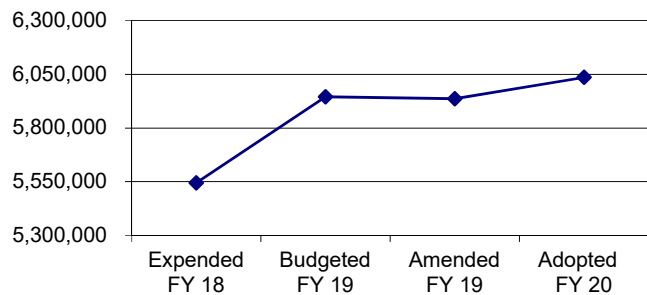
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	4,796,543	5,211,750	5,111,750	5,120,650
Contractual	137,936	77,800	142,800	102,800
Supplies	303,266	316,600	331,600	295,800
Operational	33,373	36,800	46,800	36,800
Utilities	10,118	10,000	10,000	10,000
Capital	263,160	293,000	293,000	546,650
<b>Total</b>	<b>5,544,396</b>	<b>5,945,950</b>	<b>5,935,950</b>	<b>6,112,700</b>

### Personnel Schedule

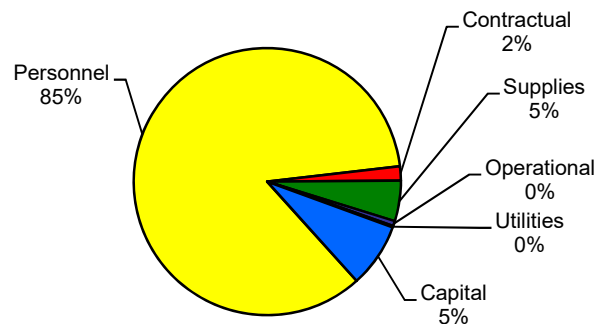
<u>Position</u>	Classification	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Patrol Sergeant	P7	8	7
Patrol Officer	P5	44	42

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**





Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	723,814	732,750	732,750	649,900
107 SALARIES & WAGES-LABOR	2,703,849	3,113,450	2,913,450	3,088,500

<b>Notes:</b>	<b>Mental Health Officer</b>
<p>With the growth of our population comes a greater demand on officers responding to mental health issues resulting in Emergency Detention. In 2018 and 2019, we averaged three emergency detention calls a week. These types of calls took officers off the street an average time of over 2 hours to transport these individuals to either Dallas or Garland mental health facilities. In an effort to be proactive in addressing the mental health calls in the City, and provide a professional, compassionate and dedicated specialized police response to mental health consumers and their families, we request a full-time mental health officer. This officer would collaborate with mental health professionals, while improving outcomes for consumers, reducing demands on police resources, and improving safety for officers, and the community we serve.</p> <p>\$89,421 Salary and Benefits                  2,800 Computer                  51,700 Vehicle and other equipment</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

108 OVERTIME-STEP	67,723	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	317,476	275,000	370,000	275,000
113 EDUCATION/CERTIFICATE PAY	38,503	39,000	39,000	39,000
114 LONGEVITY PAY	26,173	28,100	28,100	22,550
120 FICA & MEDICARE EXPENSE	283,860	304,200	304,200	285,950
122 T.M.R.S. RETIREMENT EXPENSE	635,145	639,250	644,250	679,750
<i>PERSONNEL SERVICES Totals</i>	<u>4,796,543</u>	<u>5,211,750</u>	<u>5,111,750</u>	<u>5,120,650</u>

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	3,773	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	4,589	6,800	6,800	6,800
246 VEHICLE REPAIRS	128,124	65,000	130,000	90,000

<b>Notes:</b>	<b>Patrol Vehicle Repair increase</b>
<p>Requesting \$25,000 be added to the patrol vehicle repair budget. We are now averaging over 100,000 miles on patrol vehicles before asking for replacements. Both Chevy and Dodge Corporations have reduced their warranty on power trains which has caused us to spend a larger amount on major repairs for transmission and motor problems. We have also experienced an increase in other major mechanical areas such as the braking systems and suspension systems for the Dodge Charger and the electrical systems in the older Chevy Tahoes.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>CONTRACTUAL Totals</i>	<u>137,936</u>	<u>77,800</u>	<u>142,800</u>	<u>104,450</u>
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*SUPPLIES*

301 OFFICE SUPPLIES	819	1,000	1,000	1,000
310 PRINTING & BINDING	1,387	3,900	3,900	3,900
315 TRAINING SUPPLIES	47,463	55,000	55,000	55,000
321 UNIFORMS	91,062	79,100	109,100	81,500

<b>Notes:</b>	GETAC Cameras
<p>In order to continue to achieve one of our strategic initiatives, we are asking for an additional \$ 2,400 to purchase 6 GETAC body cameras, port docks and magnetic mounts. Two of the cameras will be assigned to the court bailiffs. Body cameras have become an industry standard and they help the department promote transparency and accountability. The court bailiffs will utilize their body cameras while performing their duties out in the field. The 4 additional cameras will serve as replacements and assigned to new hires. These are the same cameras that have been issued to patrol officers to wear daily.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

331 FUEL & LUBRICANTS	134,575	145,000	130,000	125,000
347 GENERAL MAINTENANCE SUPPLIES	11,807	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	9,745	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	6,408	9,200	9,200	6,000
<i>SUPPLIES Totals</i>	303,266	316,600	331,600	295,800

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	400	400	400	400
415 RECRUITING EXPENSES	12,050	10,400	13,400	10,400
430 TUITION & TRAINING	15,939	20,000	25,000	20,000
436 TRAVEL	4,985	6,000	8,000	6,000
<i>OPERATIONS Totals</i>	33,373	36,800	46,800	36,800

*UTILITIES*

507 CELLULAR TELEPHONE	10,118	10,000	10,000	10,000
<i>UTILITIES Totals</i>	10,118	10,000	10,000	10,000

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	-	-	2,800
623 VEHICLES	248,220	260,600	260,600	456,700

Notes:	Patrol Vehicles
<p>\$328,000 We request funds to replace six (6) patrol vehicles from the current fleet. These vehicles all have high mileage and continue to have mechanical issues. The cost to replace six (6) existing patrol vehicles will be \$219,000 plus \$109,000 for the necessary equipment to outfit the six (6) new vehicles. These funds will pay for the equipment, striping package and all installation costs. The cost of the vehicles include the required Buy Board Fee and a projected 5% cost increased allowed by the Buy Board Contract.</p> <p>\$51,700 New vehicle and vehicle equipment for the Metal Heath Officer (new position)</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

624 POLICE EQUIPMENT	-	17,400	17,400	72,150
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Notes:	GETAC System
<p>Requesting \$1300 to purchase a GETAC Body Camera multi-dock charging station. The docking system will assist the traffic unit as well as provide a backup system to the department's one communal docking station.</p> <p>We request \$46,000 to purchase four (4) new GETAC Mobile Data Computer Systems for new patrol vehicles. The systems are used to communicate and dispatch calls to officers in the field, run license plates and suspects for outstanding warrants or special alerts (e.g. missing person, sex offender), complete offense, incident and accident reports, and record incident based data, which is utilized to tailor the Department's Annual Racial Profiling Report which is required to be submitted to the State each year. The GETAC is also the platform for the audio and video recording system utilized to document an officer's contacts, which are used in criminal courts cases and other purposes.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

Notes:	Taser Replacement Program
<p>Requesting \$24,825 for the second year of the Taser Replacement Contract that was approved in the last budget. The program allowed us last year to replace all the department's outdated Tasers with new models and spread the cost over a five year period.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

624 SWAT EQUIPMENT	14,940	15,000	15,000	15,000
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*CAPITAL Totals*      263,160      293,000      293,000      546,650

<b>PATROL Totals</b>	<b>5,544,396</b>	<b>5,945,950</b>	<b>5,935,950</b>	<b>6,112,700</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

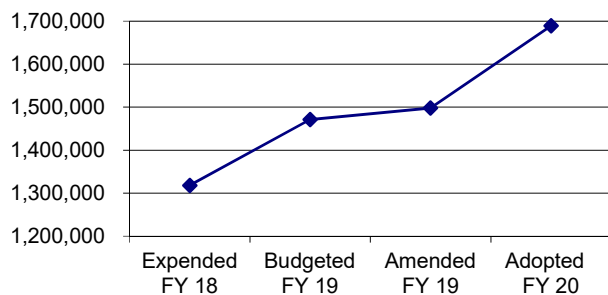
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	1,228,591	1,268,250	1,294,900	1,533,150
Contractual	23,917	36,700	36,700	49,700
Supplies	39,903	53,350	53,350	46,800
Operational	11,123	13,700	13,700	13,700
Utilities	14,595	15,050	15,050	17,050
Capital	-	84,500	84,500	29,000
<b>Total</b>	1,318,129	1,471,550	1,498,200	1,689,400

### Personnel Schedule

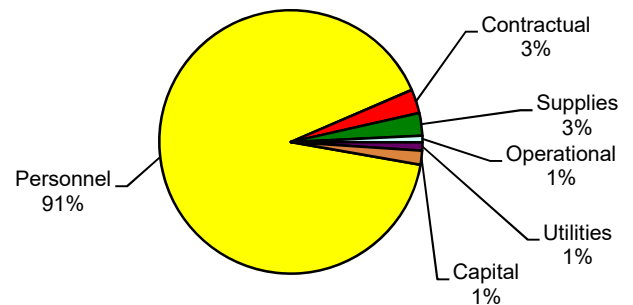
<u>Position</u>	Classification	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Sergeant	P7	2	3
Investigator	P5	6	6
Investigator - Narcotics	P5	2	4
Investigaor - Deployment Unit	P5	-	1
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	14	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	184,708	184,300	184,300	284,350
104 SALARIES & WAGES-CLERICAL	47,996	49,500	49,500	52,850
107 SALARIES & WAGES-LABOR	675,074	739,150	739,150	839,800
109 SALARIES & WAGES-OVERTIME	62,863	40,000	65,650	40,000
113 EDUCATION/CERTIFICATE PAY	9,598	9,600	10,600	9,600
114 LONGEVITY PAY	11,456	12,200	12,200	14,000
120 FICA & MEDICARE EXPENSE	72,998	74,400	74,400	90,050
122 T.M.R.S. RETIREMENT EXPENSE	163,899	159,100	159,100	202,500

*PERSONNEL SERVICES Totals*      1,228,591      1,268,250      1,294,900      1,533,150

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	807	15,000	15,000	25,000
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<b>Notes:</b>	Software Licensing
<p>Offender Watch Software License                  CID is requesting a \$1,200 increase for the Offender Watch program. Offender Watch is a data base used to supplement the current sex offender information that is tracked by the Criminal Investigations Division. The Rockwall Police Department has partnered with the Rockwall County Sheriff's Office to make Offender Watch available to our citizens.</p> <p>Socrata Crime Info Software \$9,480                  We have previously used Command Central and Crime Reports Internet-based products by Motorola. The contract expires in December 2019 and we will not be renewing it. Tyler Technologies now offers a better product, Socrata, which will provide a higher level of data analytics. With its Tyler interface to our records system, Internet data will be updated every two to three minutes, whereas the Motorola data only updated once every 24 hours. Citizens will also have an improved web view of basic crime data in Rockwall as well as the ability to set up crime notifications for their neighborhood. There's a one-time implementation and training fee of \$3,480 and a \$6,000 annual software license fee.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

237 UNIFORM SERVICE	4,200	4,200	4,200	7,200
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<b>Notes:</b>	Narcotics Clothing Allowance
<p>An increase of \$3,000 is requested to provide a uniform allowance to each member of the Narcotics Unit which consists of a sergeant and four detectives. The Narcotics Sergeant and Detectives are required to provide clothing for their daily responsibilities and are required to wear appropriate attire for court appearances.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>						
240 EQUIPMENT REPAIRS	408	500	500	500						
246 VEHICLE REPAIRS	15,234	11,000	11,000	11,000						
261 CRIME SCENE SERVICES	3,268	6,000	6,000	6,000						
<i>CONTRACTUAL Totals</i>	23,917	36,700	36,700	49,700						
<i>SUPPLIES</i>										
301 OFFICE SUPPLIES	1,157	2,000	2,000	2,000						
310 PRINTING & BINDING	207	500	500	500						
321 UNIFORMS	2,279	7,300	7,300	7,300						
331 FUEL & LUBRICANTS	27,294	28,000	28,000	26,500						
347 GENERAL MAINTENANCE SUPPLIES	117	500	500	500						
373 INVESTIGATION SUPPLIES	8,849	15,050	15,050	10,000						
<i>SUPPLIES Totals</i>	39,903	53,350	53,350	46,800						
<i>OPERATIONS</i>										
410 DUES & SUBSCRIPTIONS	107	200	200	200						
415 RECRUITING EXPENSES	128	-	-	-						
430 TUITION & TRAINING	5,131	5,000	5,000	5,000						
436 TRAVEL	5,757	8,000	8,000	8,000						
447 DRUG TESTING	-	500	500	500						
<i>OPERATIONS Totals</i>	11,123	13,700	13,700	13,700						
<i>UTILITIES</i>										
507 CELLULAR TELEPHONE	14,595	15,050	15,050	17,050						
<i>UTILITIES Totals</i>	14,595	15,050	15,050	17,050						
<i>CAPITAL</i>										
623 VEHICLES	-	84,500	84,500	56,000						
<i>CAPITAL Totals</i>	-	84,500	84,500	29,000						
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;"><b>Notes:</b></td> <td>CID Vehicle</td> </tr> <tr> <td colspan="2">Request \$29,000 to replace a 13 year old CID vehicle, which will reach 100,000 by the end of the fiscal year. This cost includes the Buy Board Fee and cost to install radio equipment.</td> </tr> <tr> <td colspan="2" style="color: green;">CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</td> </tr> </table>					<b>Notes:</b>	CID Vehicle	Request \$29,000 to replace a 13 year old CID vehicle, which will reach 100,000 by the end of the fiscal year. This cost includes the Buy Board Fee and cost to install radio equipment.		CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	
<b>Notes:</b>	CID Vehicle									
Request \$29,000 to replace a 13 year old CID vehicle, which will reach 100,000 by the end of the fiscal year. This cost includes the Buy Board Fee and cost to install radio equipment.										
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves										
<b>CRIMINAL INVESTIGATIONS Totals</b>	<b>1,318,129</b>	<b>1,471,550</b>	<b>1,498,200</b>	<b>1,689,400</b>						

## DIVISION SUMMARY

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

### Expenditure Summary

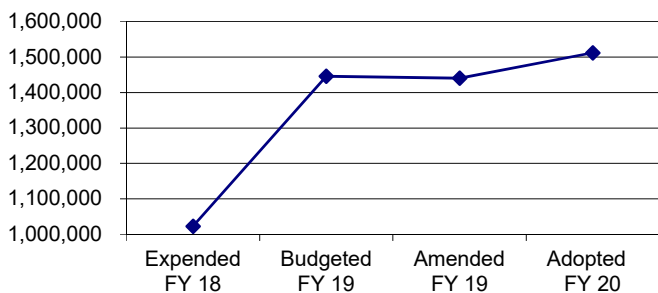
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	942,942	1,318,350	1,309,750	1,384,150
Contractual	28,850	33,150	36,450	37,150
Supplies	43,577	79,550	79,550	75,550
Operational	4,900	9,900	9,900	9,900
Utilities	2,894	4,900	4,900	4,900
<b>Total</b>	<b>1,023,163</b>	<b>1,445,850</b>	<b>1,440,550</b>	<b>1,511,650</b>

### Personnel Schedule

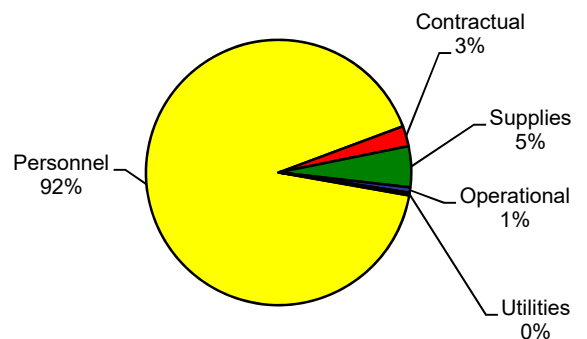
<u>Position</u>	Classification	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Sergeant - Juvenile/Crime Prevention	P7	2	2
School Resource Officer	P5	9	9
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	87,755	184,300	184,300	189,550
107 SALARIES & WAGES-LABOR	612,293	844,100	792,100	875,050
109 SALARIES & WAGES-OVERTIME	43,055	23,000	62,000	35,000
113 EDUCATION/CERTIFICATE PAY	9,634	9,600	14,000	9,600
114 LONGEVITY PAY	7,575	7,900	7,900	10,400
120 FICA & MEDICARE EXPENSE	56,268	79,700	79,700	81,400
122 T.M.R.S. RETIREMENT EXPENSE	126,361	169,750	169,750	183,150

<i>PERSONNEL SERVICES Totals</i>	942,942	1,318,350	1,309,750	1,384,150
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*CONTRACTUAL*

240 EQUIPMENT REPAIRS	126	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,313	1,650	1,650	1,650
243 BUILDING LEASE	22,500	26,000	26,000	30,000
246 VEHICLE REPAIRS	4,911	5,000	8,300	5,000

<i>CONTRACTUAL Totals</i>	28,850	33,150	36,450	37,150
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*SUPPLIES*

301 OFFICE SUPPLIES	405	1,000	1,000	1,000
310 PRINTING & BINDING	204	600	600	600
321 UNIFORMS	2,949	26,450	26,450	26,450
331 FUEL & LUBRICANTS	13,738	16,000	16,000	12,000
347 GENERAL MAINTENANCE SUPPLIES	1,874	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	5,243	7,500	7,500	7,500
371 CRIME PREVENTION SUPPLIES	17,489	22,700	22,700	22,700
372 CPA PROGRAM SUPPLIES	1,676	2,500	2,500	2,500

<i>SUPPLIES Totals</i>	43,577	79,550	79,550	75,550
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	200	900	900	900
430 TUITION & TRAINING	2,279	4,000	4,000	4,000
436 TRAVEL	2,421	5,000	5,000	5,000

<i>OPERATIONS Totals</i>	4,900	9,900	9,900	9,900
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*UTILITIES*

507 CELLULAR TELEPHONE	2,894	4,900	4,900	4,900
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<i>UTILITIES Totals</i>	2,894	4,900	4,900	4,900
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<b>COMMUNITY SERVICES Totals</b>	<b>1,023,163</b>	<b>1,445,850</b>	<b>1,440,550</b>	<b>1,511,650</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

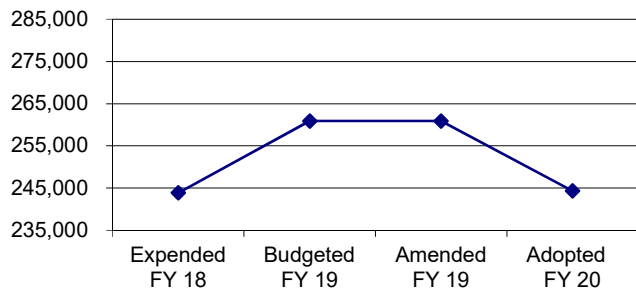
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	241,036	254,700	254,700	238,150
Contractual	907	2,600	2,600	2,600
Supplies	1,138	2,700	2,700	2,700
Utilities	782	900	900	900
<b>Total</b>	<b>243,864</b>	<b>260,900</b>	<b>260,900</b>	<b>244,350</b>

### Personnel Schedule

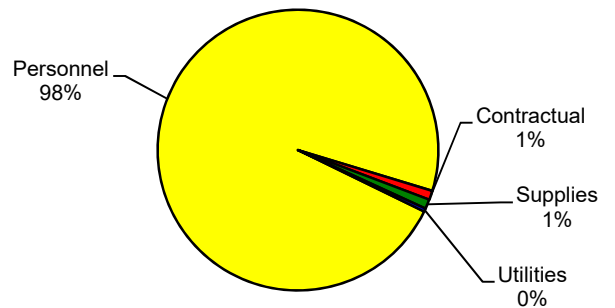
<u>Position</u>	Classification	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Warrant Officers (2) P-T	P5	1	1
Warrant Clerk	12	1	1
Bailiff	P5	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

104	SALARIES & WAGES-CLERICAL	46,682	46,700	46,700	48,000
107	SALARIES & WAGES-LABOR	145,616	153,500	153,500	160,100
109	SALARIES & WAGES-OVERTIME	6,921	1,500	1,500	1,500
113	EDUCATION/CERTIFICATE PAY	1,419	1,500	1,500	-
114	LONGEVITY PAY	3,268	3,450	3,450	3,700
120	FICA & MEDICARE EXPENSE	15,195	15,300	15,300	15,900
122	T.M.R.S. RETIREMENT EXP.	21,936	32,750	32,750	8,950

<i>PERSONNEL SERVICES Totals</i>	241,036	254,700	254,700	238,150
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*CONTRACTUAL*

231	SERVICE-MAINTENANCE CONTRACTS	901	900	900	900
240	EQUIPMENT REPAIRS	-	200	200	200
246	VEHICLE REPAIRS	7	1,500	1,500	1,500

<i>CONTRACTUAL Totals</i>	907	2,600	2,600	2,600
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*SUPPLIES*

301	OFFICE SUPPLIES	-	150	150	150
310	PRINTING & BINDING	-	300	300	300
321	UNIFORMS	126	1,000	1,000	1,000
331	FUEL & LUBRICANTS	1,012	1,250	1,250	1,250

<i>SUPPLIES Totals</i>	1,138	2,700	2,700	2,700
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*UTILITIES*

507	CELLULAR TELEPHONE	782	900	900	900
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<i>UTILITIES Totals</i>	782	900	900	900
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<b>WARRANTS Totals</b>	<b>243,864</b>	<b>260,900</b>	<b>260,900</b>	<b>244,350</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

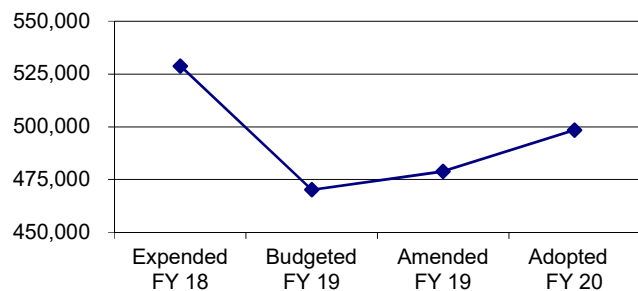
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	509,116	450,350	457,750	472,500
Contractual	7,717	7,350	7,350	7,150
Supplies	1,342	1,450	1,950	1,950
Operational	6,949	7,600	7,600	12,600
Utilities	3,666	3,400	4,200	4,200
<b>Total</b>	<b>528,790</b>	<b>470,150</b>	<b>478,850</b>	<b>498,400</b>

### Personnel Schedule

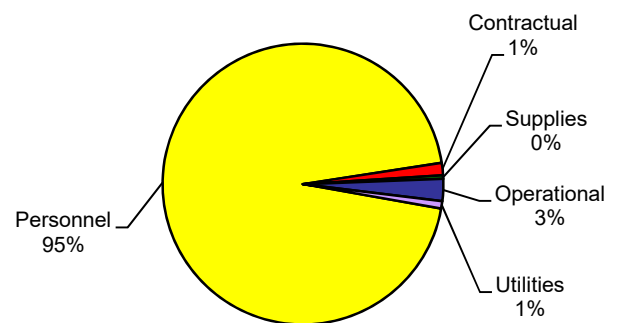
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Adopted</u>
Personnel Sergeant	P7	1	1
Public Safety Computer Manager	27	1	1
Network Technician	19	1	1
Records Clerk	12	3	3

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	209,072	179,850	179,850	187,000
104 SALARIES & WAGES-CLERICAL	179,905	173,150	173,150	183,500
109 SALARIES & WAGES-OVERTIME	12,883	5,500	11,500	5,500
113 EDUCATION/CERTIFICATE PAY	2,873	2,400	2,800	2,400
114 LONGEVITY PAY	5,947	4,600	4,600	3,300
120 FICA & MEDICARE EXPENSE	30,214	27,050	27,050	28,350
122 T.M.R.S. RETIREMENT EXPENSE	68,223	57,800	58,800	62,450

<i>PERSONNEL SERVICES Totals</i>	509,116	450,350	457,750	472,500
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*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	3,825	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	3,873	4,200	4,200	4,000
246 VEHICLE REPAIRS	20	250	250	250

<i>CONTRACTUAL Totals</i>	7,717	7,350	7,350	7,150
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*SUPPLIES*

301 OFFICE SUPPLIES	630	750	750	750
310 PRINTING & BINDING	-	200	200	200
331 FUEL & LUBRICANTS	712	500	1,000	1,000

<i>SUPPLIES Totals</i>	1,342	1,450	1,950	1,950
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	142	100	100	100
430 TUITION & TRAINING	1,669	4,000	4,000	5,000

<b>Notes:</b>	<b>IT Online Training</b>
<p>Requesting \$900 for IT staff to have access to Test Out online training courses., Test Out provides numerous online IT training courses in the areas of Windows desktop support, IT fundamentals, network and server administration, and network security.</p> <p>Requesting \$4,600 for IT staff to receive training in Net Motion. Net Motion is the secure CJIS compliant VPN application and server that we use for all Public Safety mobile clients for Rockwall PD, Heath DPS, and Fate DPS. The course would provide valuable training on how to better manage this system and improve its efficiency. There are also additional analytics and network access control features that could enhance the reliability and security of our network.</p> <p><b>CITY MANAGER'S COMMENTS: Net motion training is Disapproved</b></p>	

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
436 TRAVEL	5,138	3,500	3,500	7,500

<b>Notes:</b>	Travel Costs for Tyler Connect
<p>Requesting \$4,000 for travel expenses associated with The Tyler Connect Conference. Tyler Connect is the annual technology conference hosted by Tyler Technologies. Tyler Connect 2020 will be held April 26-29 in Orlando, FL. Every Tyler Connect conference provides over 100 New World Public Safety specific training sessions. These sessions offer valuable training for our CAD, Records, Mobile, and GIS applications. There are also opportunities to learn about new software functions and features that may help us to improve our business processes. Tyler Connect also provides us the opportunity to network with other agencies across the country and learn common solutions to common problems.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

	<i>OPERATIONS Totals</i>	6,949	7,600	7,600	12,600
<i>UTILITIES</i>					
	507 CELLULAR TELEPHONE	3,666	3,400	4,200	4,200
	<i>UTILITIES Totals</i>	3,666	3,400	4,200	4,200
<b>POLICE RECORDS Totals</b>		<b>528,790</b>	<b>470,150</b>	<b>478,850</b>	<b>498,400</b>

## DIVISION SUMMARY

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

### Expenditure Summary

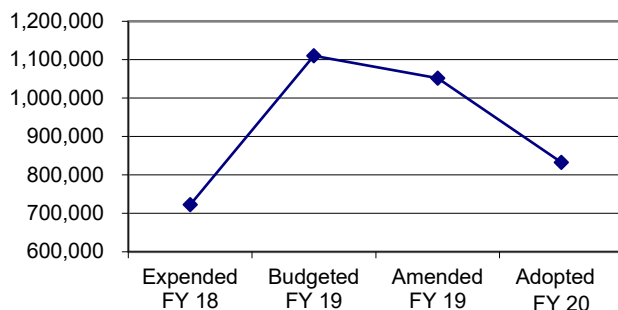
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	641,648	756,800	696,000	724,300
Contractual	58,573	121,600	121,600	70,800
Supplies	2,203	4,400	4,400	4,400
Operational	18,721	23,550	26,050	31,950
Utilities	1,222	1,350	1,350	1,300
Capital	-	202,500	202,500	-
<b>Total</b>	<b>722,367</b>	<b>1,110,200</b>	<b>1,051,900</b>	<b>832,750</b>

### Personnel Schedule

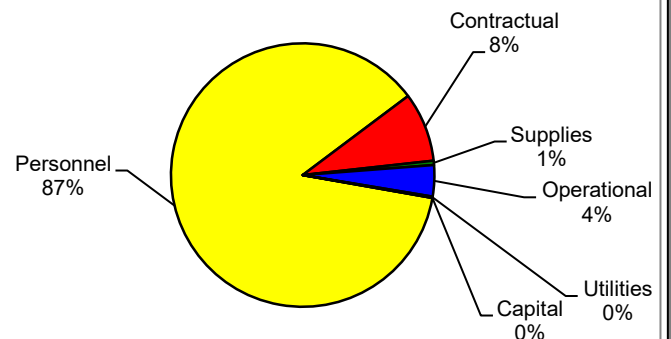
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	25	1	1
GIS Supervisor	24	1	1
Senior Planner	24	1	1
Planner	20	1	-
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	140,005	145,600	145,600	150,500
104 SALARIES & WAGES-CLERICAL	368,774	456,400	396,400	428,800
109 SALARIES & WAGES-OVERTIME	2,358	5,000	5,000	5,000
113 EDUCATION/CERTIFICATE PAY	2,585	1,800	2,200	2,000
114 LONGEVITY PAY	3,990	4,500	3,300	3,750
120 FICA & MEDICARE EXPENSE	38,828	45,000	45,000	43,100
122 T.M.R.S. RETIREMENT EXPENSE	85,108	98,500	98,500	91,150
<i>PERSONNEL SERVICES Totals</i>	641,648	756,800	696,000	724,300

*CONTRACTUAL*

213 CONSULTING FEES	13,165	72,300	72,300	17,000
231 SERVICE MAINTENANCE CONTRACTS	40,160	42,300	42,300	46,800

<b>Notes:</b>	Increase
This account increased \$4,490 over last year due to additional software renewals, the new license for AutoCAD Civil 3D, and the software necessary to update the NextImage Scanner so IT can update the machine from Windows 7.	
CITY MANAGER'S COMMENTS: Approved	

233 NEWSPAPER NOTICES	5,249	7,000	7,000	7,000
<i>CONTRACTUAL Totals</i>	58,573	121,600	121,600	70,800

*SUPPLIES*

301 OFFICE SUPPLIES	1,341	1,600	1,600	1,600
310 PRINTING & BINDING	700	800	800	800
347 GENERAL MAINTENANCE SUPPLIES	162	2,000	2,000	2,000

<b>Notes:</b>	Storage Room Remodel
\$1,000 General Maintenance 3,000 Planhold Plat Cabinet 1,000 Carpet 900 Network Drop An additional \$5,000 will be requested in the future for cubicles.	
CITY MANAGER'S COMMENTS: Disapproved	

<i>SUPPLIES Totals</i>	2,203	4,400	4,400	4,400
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,510	3,050	3,550	3,200
415 RECRUITING EXPENSES	212	-	-	-
428 MEETING EXPENSES	3,162	3,000	3,000	3,200
430 TUITION & TRAINING	7,632	9,000	9,000	11,250
436 TRAVEL	6,205	8,500	10,500	14,300

<b>Notes:</b>	Travel
<p>This account increased \$5,790 over last year's approved budget to allow the GIS Division to attend the ESRI conference in San Diego. They have skipped the conference for the last two (2) years, but with ESRI switching to ArcPro next year it will be beneficial for them to attend. The conference fee is included with our software renewal. In addition, the director added in travel expenses for the ICSC RECon conference next year.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

	<i>OPERATIONS Totals</i>	18,721	23,550	26,050	31,950
	<i>UTILITIES</i>				
	507 CELLULAR TELEPHONE	1,222	1,350	1,350	1,300
	<i>UTILITIES Totals</i>	1,222	1,350	1,350	1,300
	<b>PLANNING Totals</b>	<b>722,367</b>	<b>1,110,200</b>	<b>1,051,900</b>	<b>832,750</b>



## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

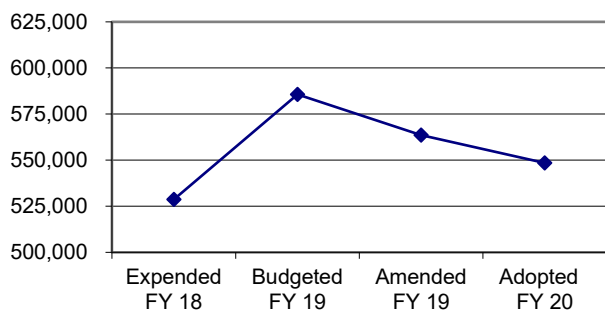
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	344,463	342,800	320,800	354,150
Contractual	162,644	159,750	159,750	161,650
Supplies	13,233	20,050	18,900	18,900
Operational	5,308	9,650	9,650	9,650
Utilities	3,003	2,950	4,100	4,100
Capital	-	50,450	50,450	-
<b>Total</b>	<b>528,651</b>	<b>585,650</b>	<b>563,650</b>	<b>548,450</b>

### Personnel Schedule

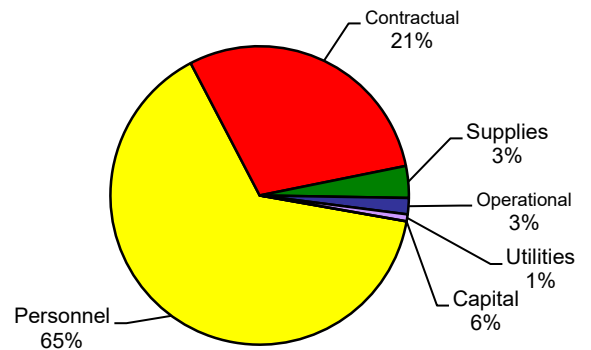
<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
NIS Field Supervisor	21	1	1
NIS Representative	16	3	3
NIS Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2020 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	64,130	65,600	53,600	67,500
104 SALARIES & WAGES-CLERICAL	43,936	39,450	39,450	48,000
107 SALARIES & WAGES-LABOR	166,041	168,050	158,050	166,550
109 SALARIES & WAGES-OVERTIME	355	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	2,622	2,600	2,600	2,700
120 FICA & MEDICARE EXPENSE	21,105	20,900	20,900	20,950
122 T.M.R.S. RETIREMENT EXPENSE	45,675	44,600	44,600	46,850
<i>PERSONNEL SERVICES Totals</i>	344,463	342,800	320,800	354,150

*CONTRACTUAL*

213 CONSULTING FEES	865	3,000	3,000	3,000
231 SERVICE MAINTENANCE CONTRACTS	2,752	2,900	2,900	2,900
240 EQUIPMENT REPAIRS	-	250	250	250
242 EQUIPMENT RENTAL & LEASE	2,897	3,600	3,600	3,600
246 VEHICLE REPAIRS	4,330	5,000	5,000	5,000
255 CODE ENFORCEMENT CONTRACT	40,851	32,000	32,000	32,000
256 HEALTH INSPECTION SERVICE	83,840	93,000	93,000	94,900

**Notes:** Health Inspection Services  
 The increase is due to the addition of 8 new food service establishments and 1 new Child Care Facility and the associated routine, follow up or complaint inspections.  
**CITY MANAGER'S COMMENTS:** Approved

257 DEMOLITION SERVICES	27,109	20,000	20,000	20,000
<i>CONTRACTUAL Totals</i>	162,644	159,750	159,750	161,650

*SUPPLIES*

301 OFFICE SUPPLIES	1,157	2,550	2,550	2,550
310 PRINTING & BINDING	983	2,000	2,000	2,000
321 UNIFORMS	730	1,750	1,750	1,750
323 SMALL TOOLS	620	750	750	750
325 SAFETY SUPPLIES	88	1,500	1,500	1,500
331 FUEL & LUBRICANTS	9,655	11,000	9,850	9,850
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	13,233	20,050	18,900	18,900

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	3,445	3,250	3,250	3,250
430 TUITION & TRAINING	1,550	3,200	3,200	3,200
436 TRAVEL	313	3,200	3,200	3,200

<i>OPERATIONS Totals</i>	5,308	9,650	9,650	9,650
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*UTILITIES*

507 CELLULAR TELEPHONE	3,003	2,950	4,100	4,100
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<b>Notes:</b>	Cellular Telephone
Increase for vehicle GPS units (4) at \$22 month	

<i>UTILITIES Totals</i>	3,003	2,950	4,100	4,100
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*CAPITAL*

623 VEHICLES	-	50,450	50,450	-
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<i>CAPITAL Totals</i>	-	50,450	50,450	-
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<b>NIS Totals</b>	<b>528,651</b>	<b>585,650</b>	<b>563,650</b>	<b>548,450</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

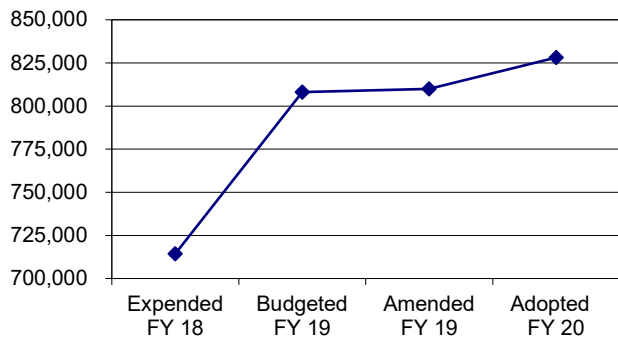
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	639,347	651,800	651,800	666,250
Contractual	50,858	74,900	74,900	104,500
Supplies	11,836	13,600	13,600	13,000
Operational	7,802	9,750	9,750	9,750
Utilities	4,505	4,600	6,400	6,400
Capital	-	53,450	53,450	28,200
<b>Total</b>	<b>714,347</b>	<b>808,100</b>	<b>809,900</b>	<b>828,100</b>

### Personnel Schedule

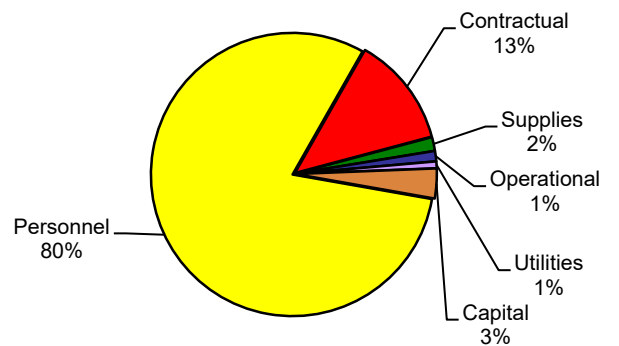
Position	Classification	FY 19 Approved	FY 20 Approved
Building Official	33	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	43 Building Inspection

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	197,786	202,500	202,500	208,300
104 SALARIES & WAGES-CLERICAL	86,611	88,150	88,150	88,700
107 SALARIES & WAGES-LABOR	224,318	227,950	227,950	233,800
109 SALARIES & WAGES-OVERTIME	670	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	1,500	2,400	2,400	2,400
114 LONGEVITY PAY	5,284	5,400	5,400	4,650
120 FICA & MEDICARE EXPENSE	38,613	39,600	39,600	40,600
122 T.M.R.S. RETIREMENT EXPENSE	84,565	84,800	84,800	86,800
<i>PERSONNEL SERVICES Totals</i>	639,347	651,800	651,800	666,250

*CONTRACTUAL*

213 CONSULTING FEES	10,669	20,000	20,000	-
231 SERVICE MAINTENANCE CONTRACTS	32,559	46,400	46,400	96,000

<b>Notes:</b>	<i>Service-Maint. Contracts</i>
TRAKIT annual maint. contract \$32,500 Cityworks annual maint. contract \$60,000 Aircards (5) \$2,500	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,938	3,000	3,000	3,000
246 VEHICLE REPAIRS	4,691	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	50,858	74,900	74,900	104,500

*SUPPLIES*

301 OFFICE SUPPLIES	1,023	1,250	1,250	1,250
310 PRINTING & BINDING	408	1,000	1,000	1,000
321 UNIFORMS	1,316	1,250	1,250	1,250
323 SMALL TOOLS	1,002	1,000	1,000	1,000
331 FUEL & LUBRICANTS	7,983	8,600	8,600	8,000
347 GENERAL MAINTENANCE SUPPLIES	103	500	500	500
<i>SUPPLIES Totals</i>	11,836	13,600	13,600	13,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,380	2,500	2,500	2,500
415 RECRUITING EXPENSES	200	-	-	-
430 TUITION & TRAINING	2,562	4,000	4,000	4,000
436 TRAVEL	2,660	3,250	3,250	3,250
<i>OPERATIONS Totals</i>	7,802	9,750	9,750	9,750
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,505	4,600	6,400	6,400

<b>Notes:</b>	Cellular Telephone
Increase for vehicle GPS units (4) at \$22 month	

<i>UTILITIES Totals</i>	4,505	4,600	6,400	6,400
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*CAPITAL*

623 VEHICLES	-	53,450	53,450	28,200
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<b>Notes:</b>	Vehicles
Request to purchase a new ½ ton pickup to replace a 2007 (unit 101) with 74,390 miles. The existing unit has various issues including transmission slippage with replacement possibly needed, which is estimated to cost around \$3500. Rockwall Ford has also Identified other Items in need of repair including throttle body \$395, drive belt \$115 and brake ABS diagnostics \$140.	
\$28,219 New Vehicle	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

<i>CAPITAL Totals</i>	-	53,450	53,450	28,200
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<b>BUILDING INSPECTIONS Totals</b>	<b>714,347</b>	<b>808,100</b>	<b>809,900</b>	<b>828,100</b>
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## DIVISION SUMMARY

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

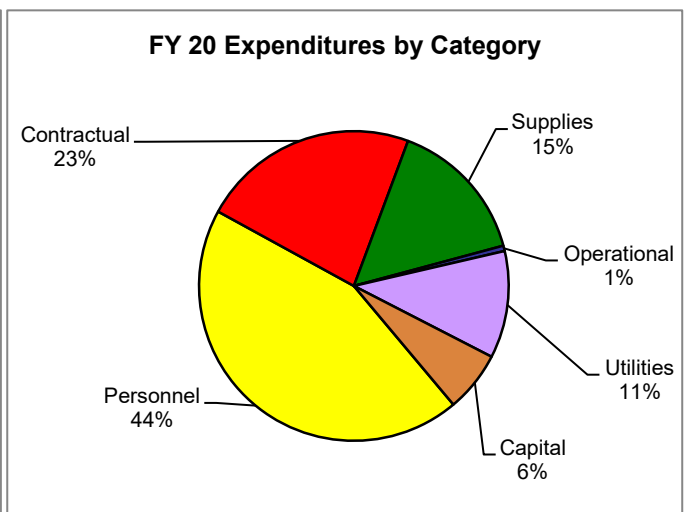
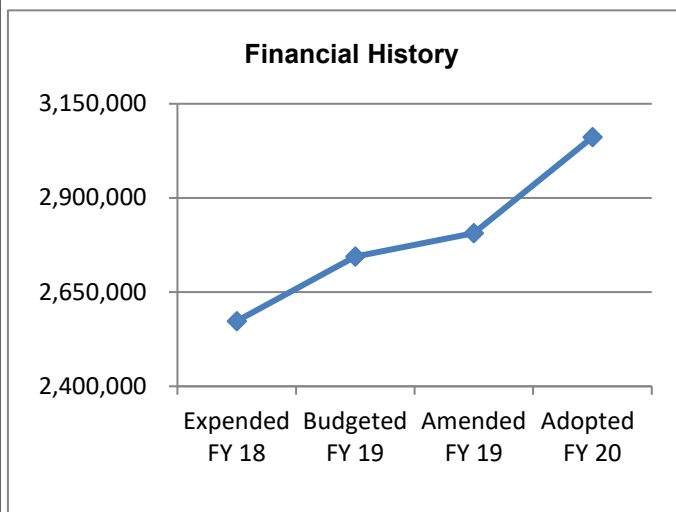
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	992,315	1,070,550	1,097,250	1,349,800
Contractual	659,488	669,000	695,000	695,200
Supplies	405,587	438,750	442,250	462,850
Operational	12,982	15,750	17,500	17,250
Utilities	331,131	330,900	335,500	342,500
Capital	171,685	219,150	219,150	193,750
<b>Total</b>	<b>2,573,187</b>	<b>2,744,100</b>	<b>2,806,650</b>	<b>3,061,350</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY19 Approved</u>	<u>FY20 Approved</u>
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	16	3	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	4
Maintenance Worker II	10	9	13
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends



Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	76,419	84,600	84,600	90,600
107 SALARIES & WAGES-LABOR	701,927	754,650	774,650	967,600

Notes:	Park Maintenance Workers
<p>This request is to add four (4) Park Maintenance Workers. The City's park assets need over 41,000 hours of actual hands on maintenance tasks. We have approximately 30,000 available, which indicates a labor deficit of 5 to 6 FTE's. This is based on an average of 1,680 hours worked annually by each of the 18 park maintenance personnel. This does not include the Park Superintendent's contribution to field work.</p> <p>\$42,543 Salary and Benefits per employee</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

109 SALARIES & WAGES-OVERTIME	19,692	25,000	30,000	25,000
113 EDUCATION/CERTIFICATE PAY	300	1,800	1,800	1,800
114 LONGEVITY PAY	6,195	7,400	8,100	9,250
120 FICA & MEDICARE EXPENSE	59,926	64,200	65,200	80,950
122 T.M.R.S. RETIREMENT EXPENSE	127,856	132,900	132,900	174,600
<i>PERSONNEL SERVICES Totals</i>	<u>992,315</u>	<u>1,070,550</u>	<u>1,097,250</u>	<u>1,349,800</u>

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	-	1,000	1,000	1,000
237 UNIFORM SERVICE	12,224	15,200	15,200	15,200
240 EQUIPMENT REPAIRS	26,583	19,500	40,000	20,000

Notes:	Major Equipment Repairs
<p>Overage due to major repairs needed in the off-season to bring mowing equipment back into Original Equipment Manufacturer specifications in order to be ready for mowing season.</p> <p><b>Mower Maintenance</b>                      \$20,500 - This request is to provide additional funds for preventive maintenance to repair all mowers to the Original Equipment Manufacturers (OEM) specification in each off-season. When repairs are made during the growing season, staff must make quick repairs themselves in order to keep up with grass growth. This often results in repairs that are not consistent with OEM specifications that are unsustainable and can cause even more expensive repairs or unsafe operating conditions.</p> <p>Because the proper OEM repair services are not local, down time must include transportation to and from the manufacturers mechanic facility and often results in the need for a short term mower rental to keep up with work load.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	



Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
242 EQUIPMENT RENTAL & LEASE	7,896	11,800	11,800	11,800
244 BUILDING REPAIRS	23,590	27,700	27,700	27,700
246 VEHICLE REPAIRS	22,423	10,500	16,000	16,000

<b>Notes:</b>	Vehicle Maintenance Increase
\$5,500 - Since new vehicles were added to the fleet in last year's budget, additional funds are needed for repairs, routine maintenance, oil changes and tires.	
CITY MANAGER'S COMMENTS: Approved	

247 GROUNDS MAINTENANCE	554,793	571,800	571,800	592,000
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<b>Notes:</b>	Additional location
\$20,200 increase for the addition of Horizon Road Medians	
CITY MANAGER'S COMMENTS: Approved	

270 WASTE DISPOSAL SERVICE	11,978	11,500	11,500	11,500
<i>CONTRACTUAL Totals</i>	659,488	669,000	695,000	695,200

*SUPPLIES*

301 OFFICE SUPPLIES	173	200	200	300
310 PRINTING & BINDING	-	200	200	200
323 SMALL TOOLS	19,072	20,500	20,500	20,500
325 SAFETY SUPPLIES	7,967	8,000	8,000	8,000
331 FUEL & LUBRICANTS	37,407	32,000	35,500	32,000
333 CHEMICAL	30,299	70,000	70,000	70,000
341 CONSTRUCTION & REPAIR SUPPLIES	73,126	78,500	78,500	78,500
347 GENERAL MAINTENANCE SUPPLIES	105,042	104,050	104,050	104,050
349 AGRICULTURAL SUPPLIES	100,981	95,000	95,000	119,000

<b>Notes:</b>	Agriculture Supplies and Trees
\$40,000 - Transfer from tree mitigation to plant new trees, shrubs and perennials and to replace any dead plant material.	
\$70,000 - Base budget that is used for seasonal color plantings, tulips, fertilizer for all parks, soils, mulches and landscape aggregates.	
Request \$9,000 transfer from tree mitigation. Disc Golf course redesign required more trees than originally planned for safety barriers. Original tree mitigation was utilized in other projects and replacement of dead plant material or vehicle damage in medians.	
CITY MANAGER'S COMMENTS: Approved	

350 IRRIGATION SYSTEM SUPPLIES	31,520	30,300	30,300	30,300
<i>SUPPLIES Totals</i>	405,587	438,750	442,250	462,850

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*OPERATIONS*

415	RECRUITING EXPENSES	915	500	750	500
430	TUITION & TRAINING	4,266	7,750	7,750	7,750
436	TRAVEL	3,027	2,500	4,000	4,000

<b>Notes:</b>	Licenses and Certification
<p>\$1,500 - This increase is to accommodate the licenses and certifications held by the Parks Superintendent that were not held by previous staff. Such as: licensed irrigator, certified arborist, certified turf manager and pesticide applicators licenses.</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

480	VOLUNTEER PROGRAM	4,775	5,000	5,000	5,000
<i>OPERATIONS Totals</i>		12,982	15,750	17,500	17,250

*UTILITIES*

507	CELLULAR TELEPHONE	3,078	5,900	10,500	17,500
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<b>Notes:</b>	Irrigation Central Control
<p>\$12,000 - Cellular communication plan. The current central irrigation control system is radio controlled and was put in place in 2006/2007. This system has since been sold by the parent company, Toro. Service and parts have become problematic and unreliable. Staff has been gradually replacing these units as they fail with a new system, Weathermatic Smartlink. These units are cheaper and simpler to maintain. Each park site can be controlled from a smart phone or tablet device. Each unit communicates via cell signal and is more reliable than the current radio communication method. There are a total of 40 units city-wide. 20 units have been replaced utilizing existing supply account funds.</p>	
<p>\$1,000 - Contingent on laptop approval, this request is for the monthly communication plan for two laptops.</p>	
<p>\$4,500 vehicle GPS</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

513	WATER	328,053	325,000	325,000	325,000
<i>UTILITIES Totals</i>		331,131	330,900	335,500	342,500

*CAPITAL*

612	COMPUTER EQUIPMENT	-	1,650	1,650	4,000
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<b>Notes:</b>	Laptops for Crew Leaders
<p>\$4,000 - This request is for two laptops. We have four crew leaders in need of access to computers to complete staff evaluations, inspections, email and other documentation tasks. The four crew leaders and field operations supervisor currently share one computer.</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	113,941	89,000	89,000	30,750

<b>Notes:</b>	<b>Ballfield Maintenance Equipment</b>
<p>Ballfield usage in the past two years has been near capacity for games, practices and tournaments and utilizes all 13 city baseball/softball fields. In order to keep up with this demand two separate ballfield equipment groups are needed. One for maintaining Tuttle and one for Myers and Yellowjacket. This allows staff the ability to perform daily field prep simultaneously and better handle response to rain events and tournament prep.</p> <p>\$15,750 - An additional infield groomer</p> <p>\$15,000 - Two additional trailers are needed. One is a high-side dump trailer for soils, aggregate and rock. The other trailer is a flat bed trailer to haul project crew tools and equipment.</p> <p>\$31,000 - Top dresser. This equipment would be utilized to apply over 40 tons of clay and infield conditioner each year on 13 infields with two to three applications annually. Infield conditioner is necessary to maintain a safe and playable infield and for proper drainage. This calcine clay material has to be spread evenly across the entire infield. It takes each application about one week to apply the material manually. The Topdresser would allow it to be completed in one day. The topdresser will also be used to repair granite gravel trails, level low spots in turf areas for drainage and safety.</p> <p>\$45,000 - Heavy duty utility vehicle. An additional utility vehicle is needed to perform daily maintenance and major renovations. The need for a heavy duty accommodates the weight of the topdresser load in the bed of vehicle. This vehicle would also be utilized during special events.</p> <p style="color: green;">CITY MANAGER'S COMMENTS: Groomer and Trailers are Approved from General Fund Reserves. Topdresser and Utility vehicle are Disapproved.</p>	

623 VEHICLES	-	79,000	79,000	84,000
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<b>Notes:</b>	<b>Additional Maintenance Trucks</b>
<p>\$42,000 - Additional 3/4 ton pick up truck for the second ballfield maintenance equipment group. It would haul the additional infield groomer and utility vehicle.</p> <p>\$42,000 - Contingent on approval of additional maintenance workers, they would need a 3/4 ton crew cab truck.</p> <p>\$48,000 - Additional truck with Tommy Lift Gate for litter control. We provide 7 days a week service for litter control, restrooms and pavilion cleaning for all parks, Harbor and downtown. The work load has become more than one person can keep up with.</p> <p style="color: green;">CITY MANAGER'S COMMENTS: Trucks for ballfield crew and new maintenance crew are Approved from General Fund Reserves. Litter control truck is Disapproved.</p>	

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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
633 INFRASTRUCTURE IMPROVEMENTS	57,744	49,500	49,500	75,000

<b>Notes:</b>	Asset Maintenance and Upgrades
<p>\$25,000 - Trail extension from Emerald Bay Drive cul-de-sac into the neighborhood park. Several requests from the neighborhood have asked for an ADA accessible trail to connect the sidewalk to the trail system in the park.</p> <p>\$50,000 - Estimated cost to provide power and lights inside the pickle ball court canopy.</p> <p>\$430,000 - Myers Park east parking lot - remove and replace. This asphalt parking lot is in dire need of replacement due to shearing and failing sub-base. This request also includes adding approximately 25 new spaces. Parking over flows onto grass areas and fire lanes on a regular basis from daily park users.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves. Parking lot is Disapproved</p>	

<i>CAPITAL Totals</i>	171,685	219,150	219,150	193,750
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<b>PARKS Totals</b>	<b>2,573,187</b>	<b>2,744,100</b>	<b>2,806,650</b>	<b>3,061,350</b>
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## DIVISION SUMMARY

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

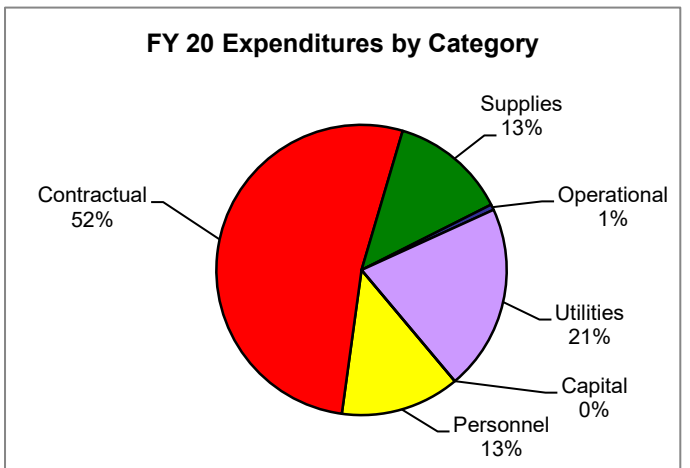
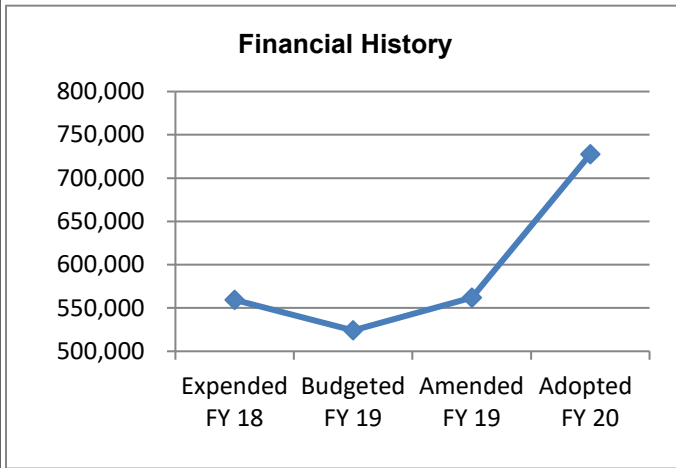
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	120,647	122,550	104,050	96,650
Contractual	191,253	169,300	224,300	381,300
Supplies	53,628	78,000	79,000	94,500
Operational	520	4,550	4,550	4,550
Utilities	179,939	149,700	150,200	150,600
Capital	13,426	-	-	-
<b>Total</b>	<b>559,412</b>	<b>524,100</b>	<b>562,100</b>	<b>727,600</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY19 Approved</u>	<u>FY20 Approved</u>
Harbor Technician	16	1	1
Maintenance Worker II	10	1	1

### Activity Trends



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

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	92,440	94,650	79,650	73,400
109 SALARIES & WAGES-OVERTIME	3,842	4,000	4,000	4,000
114 LONGEVITY PAY	1,030	1,150	1,150	450
120 FICA & MEDICARE EXPENSE	7,165	7,250	6,150	5,500
122 T.M.R.S. RETIREMENT EXPENSE	16,169	15,500	13,100	13,300
<i>PERSONNEL SERVICES Totals</i>	<u>120,647</u>	<u>122,550</u>	<u>104,050</u>	<u>96,650</u>

*CONTRACTUAL*

237 UNIFORM SERVICE	1,488	2,800	2,800	2,800
240 EQUIPMENT REPAIRS	7,182	7,500	7,500	7,500
242 EQUIPMENT RENTAL & LEASE	3,603	6,000	6,000	6,000
244 BUILDING REPAIRS	48,884	31,500	31,500	61,500

**Notes:** Fence Replacement  
 \$30,000 - The ornamental fence and handrails along the upper fountains have rusted to a point beyond repair and needs to be replaced. This is generally due to the impact of chlorine from the fountains and pool basins.  
  
 CITY MANAGER'S COMMENTS: Approved from General Fund Reserves

245 POOL REPAIR & MAINTENANCE	11,511	43,000	98,000	225,000
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**Notes:** Fountain Basin Liner  
 \$165,000 - This request is to remove and replace the spray on liner at the bottom of the fountain basins. It has worn thin to the sub-fabric, is unsightly and leaks. \$140,000 is to remove and replace the liner and \$25,000 is to repair/replace the stone coping along the edge of the fountain. Many of the stones have fallen and need to be properly repaired while the liner is being replaced.  
  
 \$60,000 - is requested to be the new the base budget for needed repairs as they arise for aging infrastructure such as pumps, valves, filters, Y-strainers, VFD motor starters, computer controls, failing concrete, boat dock lights, lighting, and electrical systems.  
  
 CITY MANAGER'S COMMENTS: Liner replacement is Approved from General Fund Reserves

246 VEHICLE REPAIRS	3,408	2,500	2,500	2,500
247 GROUNDS MAINTENANCE	115,177	76,000	76,000	76,000
<i>CONTRACTUAL Totals</i>	<u>191,253</u>	<u>169,300</u>	<u>224,300</u>	<u>381,300</u>

*SUPPLIES*

323 SMALL TOOLS	733	2,000	2,000	2,000
325 SAFETY SUPPLIES	401	500	500	500
331 FUEL & LUBRICANTS	4,146	4,500	4,500	4,500

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

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
333 CHEMICAL	20,736	20,000	20,000	25,000

<b>Notes:</b>	Additional Chemicals
\$5,000 - When the basin has to be drained and refilled for either cleaning or major repairs additional chemicals are needed to balance the influx of new water.	
CITY MANAGER'S COMMENTS: Approved	

347 GENERAL MAINTENANCE SUPPLIES	5,463	7,000	7,000	10,000
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<b>Notes:</b>	Maintenance Supplies
\$3,000 - Additional inspections and preventive maintenance tasks have generated the need for more supplies on hand such as: electrical, lighting, plumbing and fountain parts.	
CITY MANAGER'S COMMENTS: Approved	

349 AGRICULTURAL SUPPLIES	5,130	15,000	15,000	22,500
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<b>Notes:</b>	Supplies and Trees
\$7,500 - is the base budget for tulips, seasonal color beds, fertilizer, soils, mulches and aggregates.	
\$15,000 - Transfer from Tree Mitigation Fund to replace dead trees, shrubs and perennials as needed. The trees are the Harbor are now large and mature, making replacement costs more significant.	
CITY MANAGER'S COMMENTS: Approved	

350 IRRIGATION SYSTEM SUPPLIES	42	1,000	2,000	2,000
390 SWIMMING POOL SUPPLIES	16,977	28,000	28,000	28,000

<i>SUPPLIES Totals</i>	53,628	78,000	79,000	94,500
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*OPERATIONS*

430 TUITION & TRAINING	-	500	500	500
436 TRAVEL	520	550	550	550
489 HARBOR RENTAL SUPPLIES	-	3,500	3,500	3,500

<i>OPERATIONS Totals</i>	520	4,550	4,550	4,550
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*UTILITIES*

501 ELECTRICITY	69,668	72,000	72,000	72,000
507 CELLULAR TELEPHONE	1,343	2,700	3,200	3,600
513 WATER	108,927	75,000	75,000	75,000

<i>UTILITIES Totals</i>	179,939	149,700	150,200	150,600
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*CAPITAL*

621 FIELD MACHINERY & EQUIPMENT	13,426	-	-	-
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<i>CAPITAL Totals</i>	13,426	-	-	-
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<b>HARBOR O &amp; M Total</b>	<b>559,412</b>	<b>524,100</b>	<b>562,100</b>	<b>727,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

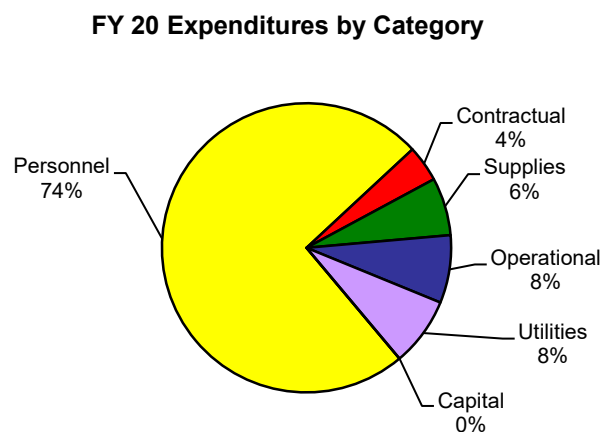
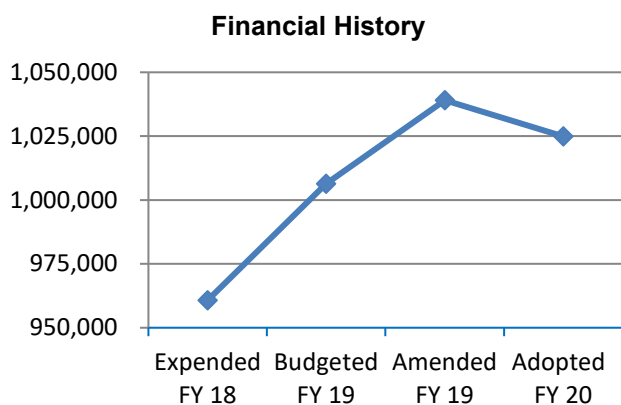
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	697,633	715,050	743,150	760,450
Contractual	33,346	41,550	41,550	41,550
Supplies	55,695	61,650	64,250	66,250
Operational	77,645	76,700	78,700	77,700
Utilities	76,677	77,700	77,700	79,000
Capital	19,775	33,700	33,700	-
<b>Total</b>	<b>960,771</b>	<b>1,006,350</b>	<b>1,039,050</b>	<b>1,024,950</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
Parks & Recreation Director	-	1	1
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends





Fund	Department	Division
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	268,957	275,800	295,800	283,200
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Notes:	Special Events Supervisor
<p>This request is to add a Special Events Supervisor, pay grade 22. This position would manage approximately 25 existing events; create and manage new events, manage HOT funds related events and increase staff's ability to grow and improve existing events and programs.</p> <p>This position would be responsible for all marketing, promotions and advertising of the Free Live Music, Go Outside and Play brands and assist with overall City branding related to visiting Rockwall.</p> <p>These duties are currently shared among three or four other full time employees and numerous part-time staff which have other primary duties. Adding this position will facilitate improving all other aspects of our programs, events, marketing, and administrative duties.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

104 SALARIES & WAGES-CLERICAL	131,117	134,750	134,750	142,350
107 SALARIES & WAGES-LABOR	184,587	189,000	189,000	210,000

Notes:	Part Time Hourly Rate
<p>\$21,000 - As a result of a survey of our market Cities, our pay rates for part time staff and lifeguards are about \$2 below the average hourly wage. This request is to provide a more competitive average hourly rate of \$10. In the past retention of lifeguards and recreation aides has been challenging.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

109 SALARIES & WAGES-OVERTIME	316	2,600	2,600	2,600
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	2,125	2,550	3,150	2,850
120 FICA & MEDICARE EXPENSE	43,561	41,950	44,450	52,800
122 T.M.R.S. RETIREMENT EXPENSE	66,370	67,800	72,800	81,350

<i>PERSONNEL SERVICES Totals</i>	<u>697,633</u>	<u>715,050</u>	<u>743,150</u>	<u>760,450</u>
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*CONTRACTUAL*

213 CONSULTING FEES	-	3,000	3,000	3,000
231 SERVICE MAINTENANCE CONTRACTS	4,195	7,250	7,250	7,250
239 RECREATION CONTRACTS	6,896	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	11,019	12,300	12,300	12,300
245 POOL REPAIR & MAINTENANCE	5,989	7,000	7,000	7,000
246 VEHICLE REPAIRS	5,248	6,000	6,000	6,000

<i>CONTRACTUAL Totals</i>	<u>33,346</u>	<u>41,550</u>	<u>41,550</u>	<u>41,550</u>
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Fund	Department	Division
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*SUPPLIES*

301 OFFICE SUPPLIES	2,289	2,000	2,000	2,000
307 POSTAGE	190	2,000	2,000	2,000

<b>Notes:</b>	Fun Guide Bulk Mail
\$4800 - Contingent on approval of the printing line item, this request is to mail the Fun Guide to about 15,000 Rockwall residences two times per year at the bulk rate. Additional printing cost would be \$5,000.	
<b>CITY MANAGER'S COMMENTS:</b> Disapproved	

310 PRINTING & BINDING	12,574	16,500	16,500	14,500
321 UNIFORMS	1,847	6,200	6,200	6,200
331 FUEL & LUBRICANTS	2,073	2,000	2,000	2,000
333 CHEMICAL	13,733	10,000	12,600	12,600
347 GENERAL MAINTENANCE SUPPLIES	6,399	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	4,725	4,000	4,000	4,000
391 RECREATION PROGRAM SUPPLIES	11,866	12,500	12,500	16,500

<b>Notes:</b>	Outdoor Recreation Programs
\$4,000 - Additional supplies and equipment are needed to offer new outdoor recreation programs, such as camping skills, fishing, orienteering, arts and crafts, and other educational exhibits.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

<i>SUPPLIES Totals</i>	55,695	61,650	64,250	66,250
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*OPERATIONS*

406 SPECIAL EVENTS	57,407	57,750	57,750	57,750
410 DUES & SUBSCRIPTIONS	1,908	2,500	2,500	2,500
415 RECRUITING EXPENSES	3,110	2,000	4,000	3,000

<b>Notes:</b>	Lifeguard Registration
\$1,000 - This request covers the Red Cross Lifeguard Registration for guards that we have to train and certify ourselves in the event that they are not already hired with a valid certification. The fee is \$40 per guard and we anticipate having to certify approximately 25 guards annually.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

428 MEETING EXPENSES	1,100	1,000	1,000	1,000
430 TUITION & TRAINING	6,257	6,300	6,300	6,300
436 TRAVEL	7,863	7,150	7,150	7,150

<i>OPERATIONS Totals</i>	77,645	76,700	78,700	77,700
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*UTILITIES*

501 ELECTRICITY	71,914	73,000	73,000	73,000
507 CELLULAR TELEPHONE	4,763	4,700	4,700	6,000

<i>UTILITIES Totals</i>	76,677	77,700	77,700	79,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>CAPITAL</i>				
610 FURNITURE & FIXTURES	19,775	-	-	-
623 VEHICLES	-	33,700	33,700	-
<i>CAPITAL Totals</i>	19,775	33,700	33,700	-

<b>RECREATION Total</b>	<b>960,771</b>	<b>1,006,350</b>	<b>1,039,050</b>	<b>1,024,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

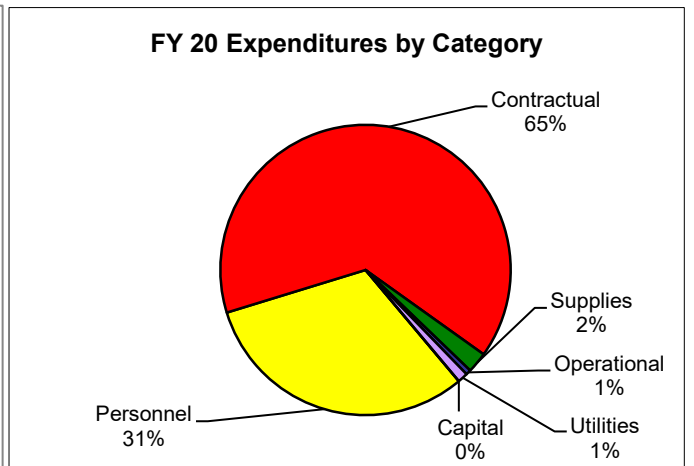
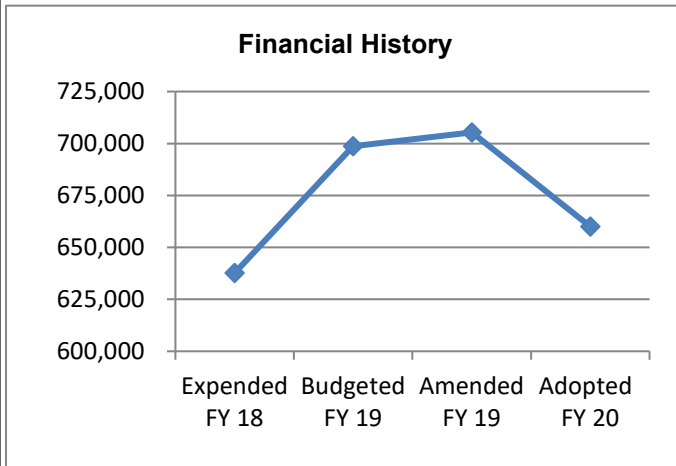
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	200,225	195,050	197,050	207,050
Contractual	422,555	425,500	425,500	426,500
Supplies	9,165	14,400	15,400	15,250
Operational	2,500	3,750	3,750	3,750
Utilities	3,239	3,800	7,500	7,500
Capital	-	56,150	56,150	-
<b>Total</b>	<b>637,684</b>	<b>698,650</b>	<b>705,350</b>	<b>660,050</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 19 Approved</u>	<u>FY 20 Approved</u>
Animal Services Crewleader	16	1	1
Animal Services Officer	13	2	2

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	45 Parks & Recreation	48 Animal Services		
<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
107 SALARIES & WAGES-LABOR	151,203	150,000	150,000	159,100
109 SALARIES & WAGES-OVERTIME	7,256	5,000	6,000	5,000
114 LONGEVITY PAY	3,835	4,050	4,050	4,200
120 FICA & MEDICARE EXPENSE	11,501	11,450	11,450	12,050
122 T.M.R.S. RETIREMENT EXPENSE	26,430	24,550	25,550	26,700
<i>PERSONNEL SERVICES Totals</i>	<u>200,225</u>	<u>195,050</u>	<u>197,050</u>	<u>207,050</u>
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	410,471	410,500	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	9,382	7,500	7,500	8,500
237 UNIFORM SERVICE	1,201	3,000	3,000	3,000
240 EQUIPMENT REPAIRS	67	750	750	750
246 VEHICLE REPAIRS	1,259	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	175	250	250	250
<i>CONTRACTUAL Totals</i>	<u>422,555</u>	<u>425,500</u>	<u>425,500</u>	<u>426,500</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	28	500	500	500
310 PRINTING & BINDING	-	2,000	2,000	2,000
321 UNIFORMS	-	3,000	3,000	3,000
325 SAFETY SUPPLIES	-	750	750	750
331 FUEL & LUBRICANTS	5,703	5,650	6,650	6,500
347 GENERAL MAINTENANCE SUPPLIES	3,434	2,500	2,500	2,500
<i>SUPPLIES Totals</i>	<u>9,165</u>	<u>14,400</u>	<u>15,400</u>	<u>15,250</u>
<i>OPERATIONS</i>				
430 TUITION & TRAINING	590	2,250	2,250	2,250
436 TRAVEL	1,910	1,500	1,500	1,500
<i>OPERATIONS Totals</i>	<u>2,500</u>	<u>3,750</u>	<u>3,750</u>	<u>3,750</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,239	3,800	7,500	7,500
<i>UTILITIES Totals</i>	<u>3,239</u>	<u>3,800</u>	<u>7,500</u>	<u>7,500</u>
<i>CAPITAL</i>				
623 VEHICLES	-	56,150	56,150	-
<i>CAPITAL Totals</i>	<u>-</u>	<u>56,150</u>	<u>56,150</u>	<u>-</u>
<b>ANIMAL SERVICES Total</b>	<b>637,684</b>	<b>698,650</b>	<b>705,350</b>	<b>660,050</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

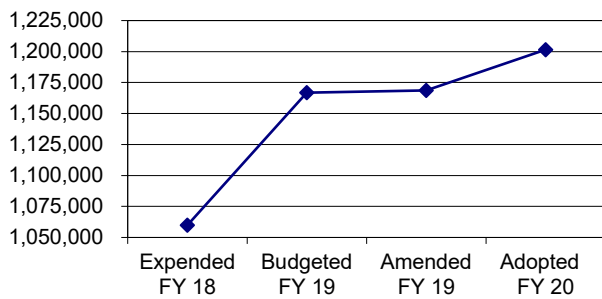
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	801,118	827,900	827,900	855,100
Contractual	205,842	285,200	285,200	231,400
Supplies	18,599	19,850	21,850	21,850
Operational	20,080	23,700	23,700	23,700
Utilities	7,790	10,050	10,050	12,500
Capital	6,500	-	-	57,000
<b>Total</b>	<b>1,059,929</b>	<b>1,166,700</b>	<b>1,168,700</b>	<b>1,201,550</b>

### Personnel Schedule

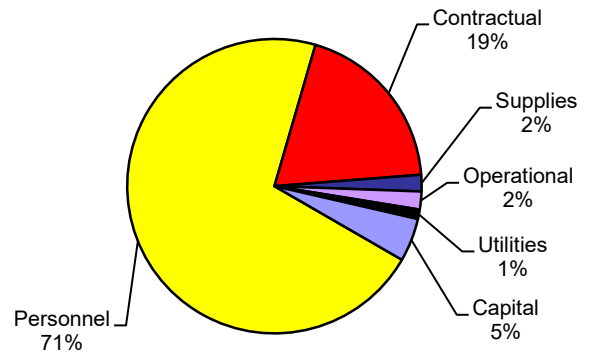
Position	Classification	FY 19 Approved	FY 20 Approved
Public Works Director/City Engineer	-	1	1
Civil Engineer	28	1	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	140,005	145,600	145,600	150,500
104 SALARIES & WAGES-CLERICAL	217,013	223,050	223,050	231,500
107 SALARIES & WAGES-LABOR	273,985	285,500	285,500	292,200
109 SALARIES & WAGES-OVERTIME	10,801	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	900	900	900	900
114 LONGEVITY PAY	4,623	4,800	4,800	4,750
120 FICA & MEDICARE EXPENSE	48,284	49,000	49,000	50,050
122 T.M.R.S. RETIREMENT EXPENSE	105,506	107,050	107,050	113,250
<i>PERSONNEL SERVICES Totals</i>	<u>801,118</u>	<u>827,900</u>	<u>827,900</u>	<u>855,100</u>
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	178,999	247,000	247,000	200,000
231 SERVICE MAINTENANCE CONTRACTS	11,605	17,000	17,000	11,000
240 EQUIPMENT REPAIRS	-	600	600	600
242 EQUIPMENT RENTAL & LEASE	2,838	3,500	3,500	2,700
246 VEHICLE REPAIRS	5,451	6,500	6,500	6,500
276 STORMWATER PROGRAM COSTS	6,949	10,600	10,600	10,600
<i>CONTRACTUAL Totals</i>	<u>205,842</u>	<u>285,200</u>	<u>285,200</u>	<u>231,400</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,623	1,800	1,800	1,800
310 PRINTING & BINDING	1,343	1,500	1,500	1,500
321 UNIFORMS	1,007	1,050	1,050	1,050
323 SMALL TOOLS	742	1,500	1,500	1,500
325 SAFETY SUPPLIES	29	500	500	500
331 FUEL & LUBRICANTS	10,150	10,000	12,000	12,000
341 CONSTRUCTION & REPAIR SUPPLIES	3,672	3,000	3,000	3,000
347 GENERAL MAINTENANCE SUPPLIES	33	500	500	500
<i>SUPPLIES Totals</i>	<u>18,599</u>	<u>19,850</u>	<u>21,850</u>	<u>21,850</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	7,556	8,000	8,000	8,000
415 RECRUITING EXPENSES	204	-	-	-
430 TUITION & TRAINING	6,846	7,000	7,000	7,000
436 TRAVEL	5,474	8,700	8,700	8,700
<i>OPERATIONS Totals</i>	<u>20,080</u>	<u>23,700</u>	<u>23,700</u>	<u>23,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	7,790	10,050	10,050	12,500
<i>UTILITIES Totals</i>	<u>7,790</u>	<u>10,050</u>	<u>10,050</u>	<u>12,500</u>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	6,500	-	-	-
623 VEHICLES	-	-	-	57,000

<b>Notes:</b>	Truck Replacement
Engineering Construction Inspection has two vehicles that are needing significant repairs if we continue to use them. One of the trucks needs \$5,780 worth of repair work done this year.	
Unit 110 is a 2010 Ford F150 with 68,124 miles	
Unit 107 is a 2010 Ford F150 with 75,343 miles	
<b>CITY MANAGER COMMENTS:</b> Approved from General Fund Reserves	

<i>CAPITAL Totals</i>	<u>6,500</u>	<u>-</u>	<u>-</u>	<u>57,000</u>
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<b>ENGINEERING Totals</b>	<b>1,059,929</b>	<b>1,166,700</b>	<b>1,168,700</b>	<b>1,201,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

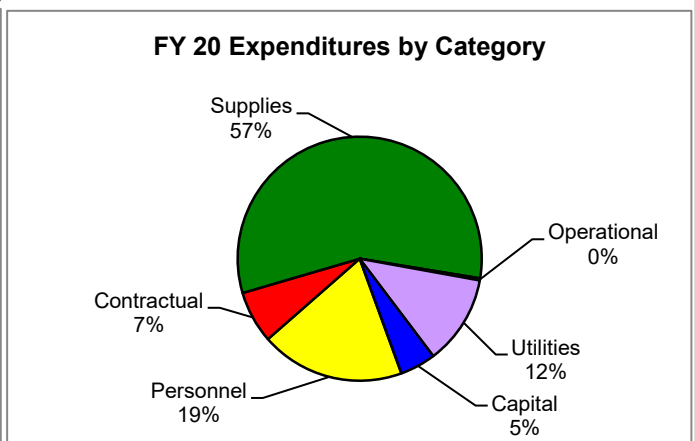
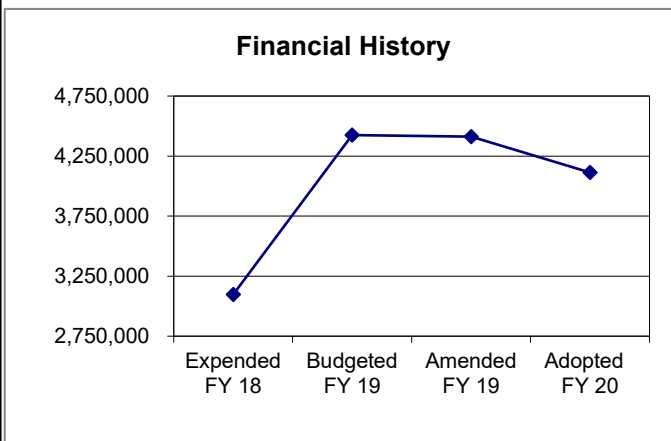
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	749,601	771,600	749,500	785,700
Contractual	163,038	270,750	270,750	284,550
Supplies	1,479,057	2,760,550	2,765,550	2,348,500
Operational	7,636	11,500	11,500	11,500
Utilities	495,471	522,700	525,700	487,300
Capital	202,401	87,800	87,800	195,000
<b>Total</b>	<b>3,097,203</b>	<b>4,424,900</b>	<b>4,410,800</b>	<b>4,112,550</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	FY 19 <u>Approved</u>	FY 20 <u>Approved</u>
Superintendent	25	1	1
Field Supervisor	21	2	2
Crew Leader	16	1	1
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	10	3	3

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	88,021	88,050	88,050	90,550
107 SALARIES & WAGES-LABOR	483,935	511,700	491,700	518,050

<b>Notes:</b>	<b>Inspector/Coordinator</b>
<p>The position would provide stormwater system inspections and coordinate the maintenance activities for our stormwater system operations. The City of Rockwall is permitted as a small Municipal Separate Storm Sewer System (MS4) and operates under TPDES General Permit No. TXR040278. The addition of this position allows us to implement a storm water system inspection and maintenance plan and develop programs, which follow the established Best Management Practices for Pollution Prevention and Good Housekeeping for our Municipal Operations. The position would also oversee and coordinate the proposed Closed Circuit Television Inspections – (CCTV) and the proposed Storm Sewer Cleaning and Repair Program which would be performed by outside contract services.</p> <p>The position would also provide quality control inspections and oversight for the various outside contractors working for the streets division.</p> <p>\$59,930 Salary and Benefits                      5,200 Equipment                      33,000 Pickup</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

109 SALARIES & WAGES-OVERTIME	21,469	17,200	21,700	17,200
113 EDUCATION/CERTIFICATE PAY	2,400	2,400	2,400	2,400
114 LONGEVITY PAY	8,414	8,250	8,250	7,050
120 FICA & MEDICARE EXPENSE	45,389	45,900	43,700	46,550
122 T.M.R.S. RETIREMENT EXPENSE	99,973	98,100	93,700	103,900

<i>PERSONNEL SERVICES Totals</i>	749,601	771,600	749,500	785,700
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*CONTRACTUAL*

213 CONSULTING FEES	2,640	5,000	5,000	5,000
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Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
231 SERVICE MAINTENANCE	18,457	86,000	86,000	100,000

Notes:	New Programs
<p>\$153,500 - Annual Storm Sewer Camera Inspection Program – Year 1 Closed Circuit Television Inspections – (CCTV) to determine the condition of storm sewer lines, the interior of the pipes are inspected using (CCTV). The camera unit is navigated between the inlet structures and manholes.</p> <p>\$76,800 - Annual Storm Sewer Cleaning and Repair Program – Year 1 The ACME Utility rate for Vactor Truck Cleaning is \$195 per hr. for 4-hr minimum. . We are budgeting for 30 full days (6-weeks) of pipe cleaning at \$1,560 per day/\$7,800 per week at a projected cleaning cost of \$46,800. It will also be necessary to budget funds for any miscellaneous storm sewer system repairs that may be discovered during the camera inspection process. Budget \$30,000 for miscellaneous storm sewer repairs.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

Notes:	Service Maintenance Contracts
<p>\$25,000 - Miscellaneous Right-of-Way Maintenance These funds will be used for the maintenance of right-of-ways. The maintenance will consist of the trimming of low and/or over-hanging tree limbs and shrubs including miscellaneous vegetation encroaching the roadways.</p> <p>\$21,335 - Traffic Signal Maintenance - Maintain (4) City Owned Traffic Signals</p> <p>\$6,240 - Wi-Fi Hot Spot Connections. (13 connections)</p> <p>\$5,700 - SCADA System – Technical Support Services to provide a field service engineer to cover service calls related to the yearly maintenance, troubleshooting and programming for the school light SCADA system.</p> <p>\$4,872 - SCADA System – Cell Charges for 31 School Zone Beacon Modems.</p> <p>\$4,000 - SCADA System – Miscellaneous - Maintenance Supplies and Parts for the maintenance and repair of the school light SCADA System.</p> <p>\$13,175 - SCADA System – Series 102 System Operational Control Stations to replace existing outdated and obsolete control systems for 31 modems by upgrading the system.</p> <p>\$4,500 - Cloud Access Network “Subscription Fee” for Pole Mounted Radar Signs.</p> <p>\$15,000 - Cityworks Maintenance contract for Public Works is \$45,000. This amount is to be budget shared in a 3-way split by the Water, Wastewater and Streets Divisions of the Public Works Department.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

237 UNIFORM SERVICE	6,196	9,550	9,550	9,550
240 EQUIPMENT REPAIRS	35,515	42,000	42,000	42,000
242 EQUIPMENT RENTAL & LEASE	919	5,000	5,000	5,000
246 VEHICLE REPAIRS	25,065	25,000	25,000	25,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
270 WASTE DISPOSAL SERVICE	74,247	98,000	98,000	98,000
271 LANDFILL MAINTENANCE	-	200	200	-
<i>CONTRACTUAL Totals</i>	163,038	270,750	270,750	284,550

*SUPPLIES*

301 OFFICE SUPPLIES	462	500	500	500
310 PRINTING & BINDING	467	500	500	500
323 SMALL TOOLS	11,050	11,100	11,100	11,100
325 SAFETY SUPPLIES	6,227	6,000	6,000	6,000
331 FUEL & LUBRICANTS	32,196	30,000	35,000	33,000
333 CHEMICAL	14,810	15,500	15,500	15,500
341 CONSTRUCTION & REPAIR SUPPLIES	1,243,791	2,524,950	2,524,950	2,109,900

<b>Notes:</b>	<b>Construction Repair Projects</b>
<p>\$32,000 - Proposed Maintenance Overlay W. Cullens Road</p> <p>\$396,917 - Proposed Full Depth Reclamation Projects</p> <ol style="list-style-type: none"> <li>1. Sherman Street</li> <li>2. North Tyler Street</li> <li>3. S. St Augustine Street</li> <li>4. N. St Augustine Street</li> <li>5. S. San Antonio Street</li> <li>6. N. San Antonio Street</li> <li>7. W. Ross Street</li> <li>8. Sherman Street</li> <li>9. St. Marys Street</li> <li>10. Bost Street</li> </ol> <p>\$100,000 - Miscellaneous Asphalt Segment Repairs Budget funds to cover miscellaneous asphalt street sectional repairs at various locations.</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<p>\$185,000 - Micro Surfacing - Pavement Preservation These funds will be used for preservative surface treatments Micro-surfacing</p> <p>\$21,000 - Myers Park middle parking lot micro-resurfacing. The parking lot is aging and the life of the surface can be extended with a microsurfacing process rather than reconstruction.</p> <p>\$100,000 - Crack Seal Program – Pavement Preservation</p> <p>\$500,000 - Miscellaneous Concrete Repairs – Street Pavement to cover miscellaneous street segmental repairs</p> <p>\$300,000 - Miscellaneous Concrete Repairs to cover miscellaneous alley segments.</p> <p>\$100,000 - Miscellaneous Sidewalk Repairs/Construction to cover miscellaneous sidewalk repairs and construction.</p> <p>\$100,000 - Pavement Lift and Stabilization using polyurethane foam injections to re-level concrete slabs in street and alley pavements sections that have become uneven.</p> <p>\$25,000 - Miscellaneous Sidewalk Repair (Foam/Mud Jacking) for lifting and leveling uneven sidewalks.</p> <p>\$50,000 - Pavement Marking to maintain and upgrade pavement markings on various roadways throughout town consisting of traffic lane striping, raised buttons, directional arrows, turn lanes, stop blocks etc.</p> <p>\$200,000 - Construction Materials and Supplies - Staff Operations including, hot mix asphalt, cold mix asphalt, asphalt tac, concrete, rock, flex base, gravel and other miscellaneous material used for in-house construction and maintenance activities</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>				

Notes:	Construction Repair Projects
<p>\$431,250 - Service Center Pavement Repairs Phase (B) Budget for the replacement of the failed asphalt pavement at the Service Center. Phase (B) will consist of removing the existing asphalt pavement located directly in front of Building “E” for the full width of the service yard along with the west side gate entrance and west side parking area. The asphalt pavement will be replaced with 8” reinforced concrete pavement.</p> <p>\$244,000 - Year 1 of 5-Year ADA Transition Plan Americans with Disabilities Act (ADA) Transition Plan (Plan). The Plan is to be used to bring related deficiencies within the Rights-of-Way into compliance with the (ADA). Staff has identified approximately 500 applicable locations where barrier free ramps are listed as fair, poor or non-existent. We are requesting funds to begin year (1) of a five-year plan to bring the identified locations into compliance with (ADA) Standards.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

347	GENERAL MAINT. SUPPLIES	8,096	10,000	10,000	10,000
384	DRAINAGE SYSTEM REPAIR SUPPLIES	19,993	20,000	20,000	20,000
392	SIGNS AND SIGNALS	137,491	137,000	137,000	137,000

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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**Notes:** Signs and Signals

\$60,000 - Street and Regulatory Signs/Signals  
This budget amount is used for the maintenance and repair of our streets and regulatory signs and school zone signals/beacons network.

\$40,000 – (10) Year Strategic Sign Replacement Program  
High Intensity Prismatic sheeting on .080 aluminum street signs have an average durability lifespan of 10 years. By working off a grid system, the signs will systematically be replaced with new signs allowing the older signs to be rotated out of the inventory.

\$37,000 - Miscellaneous Funds for Signage Instillation/Repairs  
These funds will be used as necessary for miscellaneous items such as such as LED illuminated streets signs at TxDOT signaled intersections where City of Rockwall overhead signage is desired, or for other emergency purchases or repairs to existing light beacons RRFB's etc.

**CITY MANAGER'S COMMENTS: Approved**

393 STREET LIGHTING SUPPLIES	4,474	5,000	5,000	5,000
<i>SUPPLIES Totals</i>	1,479,057	2,760,550	2,765,550	2,348,500

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	729	900	900	900
415 RECRUITING EXPENSES	435	-	-	-
430 TUITION & TRAINING	2,997	5,600	5,600	5,600
436 TRAVEL	3,475	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	7,636	11,500	11,500	11,500

*UTILITIES*

504 STREET LIGHTING	490,050	515,750	515,750	475,000
507 CELLULAR TELEPHONE	5,420	6,950	9,950	12,300

**Notes:** Vehicle GPS

\$5,300 for 20 vehicles

**CITY MANAGER'S COMMENTS: Approved**

<i>UTILITIES Totals</i>	495,471	522,700	525,700	487,300
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*CAPITAL*

610 FURNITURE & FIXTURES	-	7,800	7,800	-
612 COMPUTER EQUIPMENT	1,977	-	-	-
621 FIELD MACHINERY & EQUIPMENT	84,906	34,000	34,000	-

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
623 VEHICLES	115,517	46,000	46,000	195,000

Notes:	Replacement Vehicles
<p>\$195,000 - Replace - 2006 Ford F- 650 Brush Truck – (Unit ST-144-06)                      Age: 13 Years                      This truck serves as a multi-use vehicle. The truck is considered a daily use vehicle and is deployed primarily by the Streets and Parks Divisions. In emergency situations, such as severe weather/wind/ice/events, this vehicle is key to our debris and brush removal operations. The brush grapple attachment would eliminate the need for a “tag along” loader to follow the truck since it is self-contained/self-loading unit.</p> <p>Streets Use - Brush and debris removal for general right-of-way maintenance, emergency response for the cleanup of brush and debris caused by storm events.</p> <p>Parks Use - Park maintenance, landscape maintenance, tree pruning and removal, along with emergency cleanup of brush and debris caused by storm damage at various park locations.</p> <p>Proposed Replacement Unit – 2019/2020 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple.</p>	
<p>\$115,000 - Replace - 2002 Ford F-650 Dump Truck - Unit ST-158-02                      Age: 17 Years                      This truck is vital to day to day operations. It is used for street sanding, transporting dirt, debris and hauling equipment to job sites. It has had several costly mechanical issues within the last four years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc.</p> <p>Proposed Replacement unit: 2019-2020 6-8 yard dump body w/6 yard sand spreader, underbody tool box pass side, LED light bar, traffic advisor, 4-way strobe kit, etc.</p>	
<p>\$57,500 - Replace - 2009 Ford F-250 Ex Cab with Utility Bed – (Unit ST-150- 09)                      Age: 9 Years Mileage: 97,500 Condition: Fair/Poor                      This vehicle is used for daily sign maintenance operations, school light maintenance, traffic signals, special event support and general operations activities. The truck has had several mechanical issues within the last 3 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage and meets or exceeds the replacement criteria.</p> <p>Proposed Replacement Unit – 2019/2020 Chevy C-3500 HD 4x2 Double Cab with 3-k lb remote control RKI crane needed for sign pole operations, headache rack, compressor/generator, safety lights, traffic advisor, etc.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Brush truck is Approved from General Fund Reserves, remaining trucks are Disapproved</p>	

*CAPITAL Totals*      202,401      87,800      87,800      195,000

<b>STREETS Totals</b>	<b>3,097,203</b>	<b>4,424,900</b>	<b>4,410,800</b>	<b>4,112,550</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
623 VEHICLES	115,517	46,000	46,000	195,000

<b>Notes:</b>	<b>Replacement Vehicles</b>
<p><b>\$195,000 - Replace - 2006 Ford F- 650 Brush Truck – (Unit ST-144-06)</b>                      Age: 13 Years                      This truck serves as a multi-use vehicle. The truck is considered a daily use vehicle and is deployed primarily by the Streets and Parks Divisions. In emergency situations, such as severe weather/wind/ice/events, this vehicle is key to our debris and brush removal operations. The brush grapple attachment would eliminate the need for a “tag along” loader to follow the truck since it is self-contained/self-loading unit.</p> <p>Streets Use - Brush and debris removal for general right-of-way maintenance, emergency response for the cleanup of brush and debris caused by storm events.</p> <p>Parks Use - Park maintenance, landscape maintenance, tree pruning and removal, along with emergency cleanup of brush and debris caused by storm damage at various park locations.</p> <p>Proposed Replacement Unit – 2019/2020 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple.</p>	
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<p><b>\$57,500 - Replace - 2009 Ford F-250 Ex Cab with Utility Bed – (Unit ST-150- 09)</b>                      Age: 9 Years Mileage: 97,500 Condition: Fair/Poor                      This vehicle is used for daily sign maintenance operations, school light maintenance, traffic signals, special event support and general operations activities. The truck has had several mechanical issues within the last 3 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage and meets or exceeds the replacement criteria.</p> <p>Proposed Replacement Unit – 2019/2020 Chevy C-3500 HD 4x2 Double Cab with 3-k lb remote control RKI crane needed for sign pole operations, headache rack, compressor/generator, safety lights, traffic advisor, etc.</p> <p><b>CITY MANAGER'S COMMENTS: Brush truck is Approved from General Fund Reserves, remaining trucks are Disapproved</b></p>	

*CAPITAL Totals*      202,401      87,800      87,800      195,000

<b>STREETS Totals</b>	<b>3,097,203</b>	<b>4,424,900</b>	<b>4,410,800</b>	<b>4,112,550</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 19, 2019  
**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District is still finalizing the increase for treated water for 2019. Initial projections supplied by the District show the increase to be about 2.4% from the current 2.92 to 2.99 per thousand gallons of treated water. This is the second year for the new budget methodology put into effect by the District which has allowed rates to increase more slowly than previously projected. The lowered projections were used when our rate study was completed last December.

The charges for Wastewater treatment by the District is increasing from the original 2019 budget by larger percentages. Specifically 15% for the regional interceptor line, 8.5% for the Regional treatment plant, and 19% for the Squabble Creek Treatment plant. Design work continues on a parallel line to the Mesquite treatment plant with debt expected to be issued by the NTMWD in FY2020

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. 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 decade. After setting a new minimum demand last year, which was 25% higher than our last high set in 2012, we only sold 88% of our minimum volume this year. The water year runs from August through July each year.

The City raised rates effective January 1, 2019 following the comprehensive rate study which was completed last Fall. The decision was made to attempt to better align water rates to cover water costs and sewer rates to cover sewer costs. This will result in significantly lower rate increases for water and higher rate increases for sewer over the next few years. We can moderate slightly from the rate model due to the lower member rate being adopted by the District so the revised water rate increase proposed for January 2020 will be 3% but the sewer rate will need to be increased by the 18% that was previously projected. The percentages can be a bit misleading since the rate structures are so different. The average residential water bill

will increase less than \$3.00 and the average residential sewer bill will increase by about \$6.00 and will continue to be calculated using a winter averaging formula.

#### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2018 as well. These 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 based on those study findings. Those rates will increase about 14% for January 1. Extensions of the wholesale contracts with Blackland and RCH are being negotiated at this time. Blackland continues to work toward becoming a direct customer of the NTMWD although the process has taken longer than originally planned and the extension will acknowledge their continuing efforts.

The City of Heath's contract with Rockwall provides for rate increases as NTMWD adjusts the District's rate to member cities and includes a minimum take provision which was implemented in FY2017. Heath set a new minimum in 2018 as well. Final reports on their consumption have not been evaluated at this time.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Revenues	26,912,715	29,538,000	28,161,500	30,168,050
Operating Expenses	19,121,335	23,503,550	23,120,600	25,484,4950
Operating Income (Loss)	7,791,380	6,034,450	5,040,900	5,178,100
Non-Operating Revenues	1,895,797	1,465,000	1,542,500	1,555,000
Non-Operating Expenses	2,821,042	5,119,850	4,185,800	5,100,450
Non-Operating Income (Loss)	(925,245)	(3,654,850)	(2,643,300)	(3,545,450)
Net Income (Loss) Before Transfers	6,866,136	2,379,600	2,397,600	1,632,650
Net Transfers In (Out)	(1,015,050)	(1,023,100)	(1,023,100)	(1,084,150)
Net Income (Loss)	5,851,086	1,356,500	1,374,500	548,500
Working Capital - Beginning	5,505,560	9,670,860	11,356,646	12,731,146
Working Capital - Ending	11,356,646	11,027,360	12,731,146	13,279,646

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Available Operating Revenues:					
4601	Retail Water Sales	14,994,386	16,390,000	14,640,000	15,795,000
4603	Sewer Charges	7,347,007	8,400,000	8,400,000	9,097,000
4605	Pretreatment Charges	46,492	53,000	53,000	83,150
4609	HHW Fees	119,350	125,000	125,000	125,000
4610	Penalties	289,358	250,000	250,000	250,000
4611	Portable Meter Sales	120,480	100,000	150,000	150,000
Total Utility Sales		22,917,073	25,318,000	23,618,000	25,500,150
4622	RCH Water Sales	1,471,491	1,300,000	1,360,500	1,425,000
4632	Blackland Water Sales	723,312	903,000	841,000	885,000
4640	Mclendon Chisholm Sewer	83,039	15,000	215,000	225,000
4650	City of Heath Water Sales	1,526,999	1,830,000	1,900,000	1,960,900
Total Contract Sales		3,804,841	4,048,000	4,316,500	4,495,900
4660	Water Taps	135,782	120,000	140,000	120,000
4662	Sewer Taps	26,038	30,000	25,000	30,000
4665	Meter Rental Fees	28,981	22,000	62,000	22,000
Total Other Receipts		190,801	172,000	227,000	172,000
<b>Total Operating Revenues</b>					
		26,912,715	29,538,000	28,161,500	30,168,050
Available Non-Operating Revenues					
4001	Interest Earnings	122,799	85,000	205,000	150,000
4010	Auction/Scrap Proceeds	7,198	15,000	15,000	15,000
4019	Miscellaneous	12,381	15,000	7,500	15,000
4450	Land Sales	-	-	-	-
4480	Tower Leases	346,380	200,000	215,000	225,000
4670	Water Impact Fees	930,383	700,000	675,000	700,000
4672	Sewer Impact Fees	476,655	450,000	425,000	450,000
Total Non-Operating Revenue		1,895,797	1,465,000	1,542,500	1,555,000
<b>Total Available Revenues</b>					
		28,808,512	31,003,000	29,704,000	31,723,050

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Transfers In				
From Recycling Fund	-	-	-	50,000
Operating Transfers Out				
To General Fund	-	-	-	200,000
To Insurance Fund	900,000	900,000	900,000	810,000
To Worker's Comp Fund	55,000	55,000	55,000	55,000
To Tech Replacement Fund	10,050	18,100	18,100	19,150
To Vehicle Replacement Fund	50,000	50,000	50,000	50,000
Total Transfers Out	1,015,050	1,023,100	1,023,100	1,134,150
Net Operating Transfers				
In (Out)	(1,015,050)	(1,023,100)	(1,023,100)	(1,084,150)

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,346,817	1,212,050	1,236,550	1,263,850
63 Water Operations	11,391,915	13,589,200	13,565,900	15,048,700
67 Sewer Operations	6,382,603	8,702,300	8,318,150	9,171,900
Total Dept. Expenses	19,121,335	23,503,550	23,120,600	25,484,450
Non Operating Expenses				
62 Long Term Debt	2,821,042	5,119,850	4,185,800	5,100,450
Total Non-Operating Expenses	2,821,042	5,119,850	4,185,800	5,100,450
Total Expenses	21,942,377	28,623,400	27,306,400	30,584,900

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Debt Service	2,821,042	5,119,850	4,185,800	5,100,450
<b>Total</b>	<b>2,821,042</b>	<b>5,119,850</b>	<b>4,185,800</b>	<b>5,100,450</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	1,431	10,000	5,000	5,000
0752 BOND - PRINCIPAL	1,125,000	3,211,000	2,575,000	3,216,000
0754 BOND - INTEREST	1,124,214	1,332,000	1,038,950	1,229,000
0772 NTMWD - PRINCIPAL	351,672	373,350	373,350	450,000
0774 NTMWD - INTEREST	218,725	193,500	193,500	200,450
<b>Debt Service TOTAL . . . . .:</b>	<b>2,821,042</b>	<b>5,119,850</b>	<b>4,185,800</b>	<b>5,100,450</b>



## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

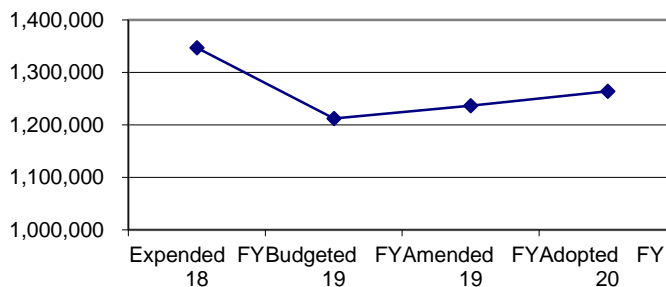
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	443,016	473,750	498,250	474,450
Contractual	467,938	493,200	493,200	492,700
Supplies	89,010	90,800	90,800	90,800
Operational	346,853	154,300	154,300	205,900
<b>Total</b>	<b>1,346,817</b>	<b>1,212,050</b>	<b>1,236,550</b>	<b>1,263,850</b>

### Personnel Schedule

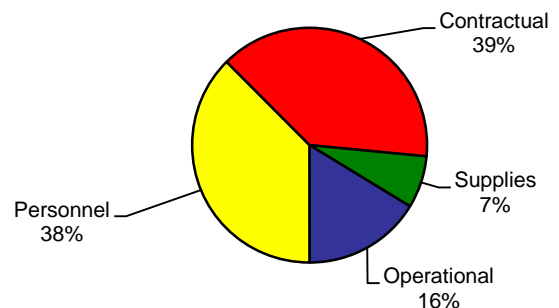
Position	Classification	FY 19 Approved	FY 20 Adopted
Utility Billing Supervisor	22	1	1
Field Supervisor	19	1	1
Customer Service Representative	12	3	3
Meter Technician	11	3	3

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	76,227	75,850	95,850	62,900
104 SALARIES & WAGES-CLERICAL	106,864	120,200	120,200	127,350
107 SALARIES & WAGES-LABOR	168,818	180,950	180,950	186,850
109 SALARIES & WAGES-OVERTIME	151	500	500	1,500
113 EDUCATION/CERTIFICATE PAY	900	1,200	1,200	900
114 LONGEVITY PAY	3,960	4,450	4,450	3,500
120 FICA & MEDICARE EXPENSE	27,010	28,900	30,400	28,800
122 T.M.R.S. RETIREMENT EXPENSE	59,086	61,700	64,700	62,650

<i>PERSONNEL SERVICES Totals</i>	443,016	473,750	498,250	474,450
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*CONTRACTUAL*

210 AUDITING	27,000	20,000	20,000	17,000
217 IT SERVICE	12,939	28,750	28,750	28,750
223 INSURANCE-SURETY BONDS	204	200	200	200
225 INSURANCE-AUTOMOBILES	27,450	32,150	32,150	32,150
227 INSURANCE-REAL PROPERTY	39,097	45,000	45,000	47,500
228 INSURANCE-CLAIMS & DEDUCTIBLES	4,861	25,000	25,000	25,000
229 INSURANCE-LIABILITY	27,087	26,100	26,100	26,100
231 SERVICE MAINTENANCE CONTRACTS	327,122	305,000	305,000	305,000
235 BANK CHARGES	-	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	235	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	1,943	5,000	5,000	5,000

<i>CONTRACTUAL Totals</i>	467,938	493,200	493,200	492,700
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*SUPPLIES*

301 OFFICE SUPPLIES	1,043	1,800	1,800	1,800
307 POSTAGE	81,798	80,000	80,000	80,000
310 PRINTING & BINDING	5,543	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	626	1,000	1,000	1,000

<i>SUPPLIES Totals</i>	89,010	90,800	90,800	90,800
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	300	300	300
430 TUITION & TRAINING	1,850	2,000	2,000	2,000
436 TRAVEL	1,639	2,000	2,000	2,000
450 BAD DEBT EXPENSE	200,214	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE	143,150	120,000	120,000	171,600

<i>OPERATIONS Totals</i>	346,853	154,300	154,300	205,900
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<b>BILLING SERVICES Totals</b>	<b>1,346,817</b>	<b>1,212,050</b>	<b>1,236,550</b>	<b>1,263,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

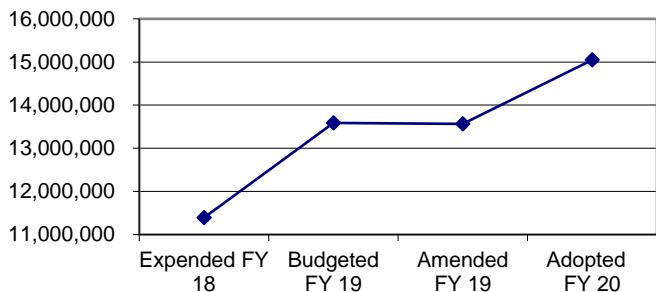
	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	884,090	967,900	986,300	1,129,100
Contractual	9,794,023	11,837,650	11,705,650	12,474,800
Supplies	334,531	457,200	561,000	617,900
Operational	11,347	15,900	15,900	16,400
Utilities	301,790	280,550	267,050	268,000
Capital	66,134	30,000	30,000	542,500
<b>Total</b>	<b>11,391,915</b>	<b>13,589,200</b>	<b>13,565,900</b>	<b>15,048,700</b>

### Personnel Schedule

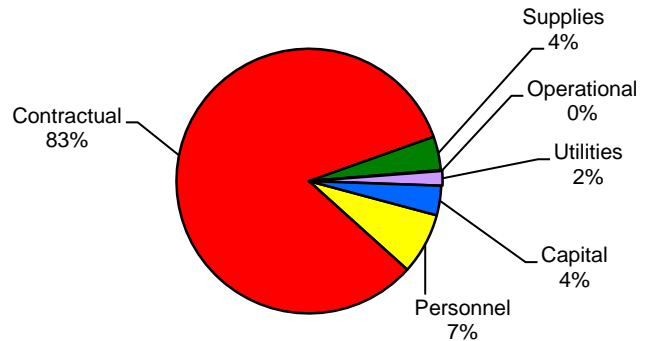
Position	Classification	FY 19 Approved	FY 20 Adopted
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	16	2	2
Equipment Operator	13	1	2
Water Quality Technician	12	2	2
Production Technician I	11	2	2
Fire Hydrant Technician	11	2	2
Maintenance Worker II	10	4	4

### Activity Trends

**Financial History**



**FY 20 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	180,448	177,950	177,950	183,050
104 SALARIES & WAGES-CLERICAL	51,585	51,450	51,450	52,950
107 SALARIES & WAGES-LABOR	413,217	480,600	480,600	595,250

<b>Notes:</b>	<b>Equipment Operator</b>
The Water Division is requesting the addition of an Equipment Operator. The Water Division has two maintenance crews with only one Equipment Operator.	
\$43,560 Salary and Benefits 2,000 Radio	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

109 SALARIES & WAGES-OVERTIME	57,334	60,000	74,000	75,000
113 EDUCATION/CERTIFICATE PAY	1,500	3,600	3,600	3,600
114 LONGEVITY PAY	7,420	8,300	8,300	6,450
120 FICA & MEDICARE EXPENSE	54,587	60,550	64,950	62,950
122 T.M.R.S. RETIREMENT EXPENSE	117,999	125,450	125,450	149,850

<i>PERSONNEL SERVICES Totals</i>	<u>884,090</u>	<u>967,900</u>	<u>986,300</u>	<u>1,129,100</u>
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*CONTRACTUAL*

211 LEGAL	72,704	50,000	75,000	50,000
213 CONSULTING FEES	35,623	20,000	20,000	20,000
231 SERVICE MAINTENANCE CONTRACTS	55,826	68,450	68,450	82,950

<b>Notes:</b>	<b>Increase in Services</b>
14 GPS units for vehicles \$22/month each x 14 X 12 = \$3,700 (new service)	
Springer Elevator Maintenance = \$2,400 (increase in service \$700)	
Country Lane Elevator Maintenance = \$2,400 (increase in service \$770)	
Securadyne Systems Maintenance Agreement Water Yards = \$12,000 (increase of \$380)	
Mowing of Water Towers, Pump Stations, and Booster Stations = \$16,700 (increase of \$8,900)	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

237 UNIFORM SERVICE	9,693	15,000	15,000	15,000
240 EQUIPMENT REPAIRS	8,138	13,000	23,000	13,000
242 EQUIPMENT RENTAL & LEASE	4,119	10,000	10,000	10,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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244 BUILDING REPAIRS	14,483	15,000	15,000	15,000
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<b>Notes:</b>	Addition of Structures
\$40,500 3,500 sf. cover to protect pipe, fitting, and equipment	
\$15,500 416 sf. structure to hoist and store additional sand spreaders	
\$54,000 4,500 sf. cover for heavy equipment	
(increase of \$110,000 for equipment covers)	
CITY MANAGER'S COMMENTS: Disapproved	

246 VEHICLE REPAIRS	24,865	28,000	28,000	34,000
270 WASTE DISPOSAL SERVICE	9,291	10,000	10,000	10,000
280 STATE PERMITS	38,962	49,500	49,500	49,500
281 METER REPAIR & REPLACEMENT	7,718	12,000	20,000	12,000

<b>Notes:</b>	2019 Budget Amendment
Requesting to amend the 2019 budget \$20,000 - Unexpectedly had to replace the 12" meter serving RCH Water Supply Company at a cost of \$11,220	
CITY MANAGER'S COMMENTS: Approved	

287 WATER PURCHASES	9,392,992	11,204,700	11,004,700	11,821,350
288 WATERLINE REPAIR & REPLACEMENT	32,236	195,000	195,000	195,000
289 RESERVOIR MAINTENANCE & REPAIR	87,375	147,000	172,000	147,000
	<i>CONTRACTUAL Totals</i>	<u>9,794,023</u>	<u>11,837,650</u>	<u>12,474,800</u>

SUPPLIES

301 OFFICE SUPPLIES	1,353	2,550	2,550	2,550
310 PRINTING & BINDING	391	2,000	2,000	2,000
323 SMALL TOOLS	30,037	34,850	34,850	34,850
325 SAFETY SUPPLIES	8,017	8,000	8,000	8,000
331 FUEL & LUBRICANTS	46,140	42,300	46,100	43,000
333 CHEMICAL	9,296	13,500	13,500	13,500
335 PROPANE	13,356	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUPPLIES	33,367	70,000	70,000	70,000
347 GENERAL MAINTENANCE SUPPLIES	10,398	18,000	18,000	18,000
380 FIRE HYDRANT MAINTENANCE SUPPLIES	3,882	11,000	11,000	11,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
381 WATER PIPE FITTINGS	47,631	50,000	50,000	50,000
382 METER SUPPLIES	130,663	190,000	290,000	350,000

<b>Notes:</b>	Meter Changeouts
<p>We began an intensive effort to change out manual read meters to the radio read meter in FY18. We changed just over 1,200 meters with in-house resources this winter. Many of the meters that were changed out in that effort were dead. While the line item needs amended, we believe the cost of each new meter was covered in the subsequent billings since they were changed. We need to continue a program to get the meters switched over to the radio read version which provides a much greater level of information for our residents when they have higher bills. It is difficult to explain a higher bill to a customer but having the hourly and daily logs makes it much easier for the customer to pinpoint the time of day when a spike is occurring.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

	<i>SUPPLIES Totals</i>	<u>334,531</u>	<u>457,200</u>	<u>561,000</u>	<u>617,900</u>
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	2,038	2,400	2,400	2,400
415	RECRUITING EXPENSES	370	-	-	500
430	TUITION & TRAINING	7,158	8,500	8,500	8,500
436	TRAVEL	1,781	5,000	5,000	5,000
	<i>OPERATIONS Totals</i>	<u>11,347</u>	<u>15,900</u>	<u>15,900</u>	<u>16,400</u>
<i>UTILITIES</i>					
501	ELECTRICITY	292,625	270,000	250,000	250,000
507	CELLULAR TELEPHONE	4,760	6,050	12,550	13,500

<b>Notes:</b>	Upgrades and Additions
<p>\$1,500 Upgrade 5 phones - Currently, production personnel use pagers for notifications from the Supervisory Control and Data Acquisition System (SCADA). The pagers, at times, do not receive notifications or the notifications are delayed substantially.</p> <p>Requesting to discontinue pager service, because of the unreliability of the pager system and purchase phones that will notify production personnel of issues from SCADA.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

508	TELEPHONE SERVICE	4,405	4,500	4,500	4,500
	<i>UTILITIES Totals</i>	<u>301,790</u>	<u>280,550</u>	<u>267,050</u>	<u>268,000</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CAPITAL*

617 RADIO EQUIPMENT	-	-	-	2,000
621 FIELD MACHINERY & EQUIPMENT	21,728	-	-	-

<b>Notes:</b>	New Equipment
\$83,350 Grand LX - Valve Maintenance Trailer	
<p>When valves are not accessible or operable, crews have to close more valves to isolate a line to make a repair which requires more time for the crews to isolate lines. Some of the impacts of not having a good valve exercise program are more customers without service, the buildup of tuberculation, and the potential for increased property damage.</p> <p>This machine is needed to ensure valves are operable and accessible. With the combination valve and hydro-excavation machine, the Water Division of Public Works would start a valve exercise program. Having such a program would allow the division to identify problem valves, collect information on the valves (including GPS) and locate missing valves.</p> <p>The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

623 VEHICLES	44,407	30,000	30,000	46,000
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<b>Notes:</b>	Replacement Vehicles
<p>\$46,000 3/4 Ton Truck with safety lights and toolboxes Request to purchase a new ¾ ton extended cab truck with a utility bed. The new vehicle will replace a 2008 ¾ ton extended cab truck with a utility bed. The 2008 truck has 168,797 miles and needs over \$12,000 in repairs.</p> <p>\$67,500 2 Ton Truck with emergency lights Request to purchase a new 2-ton crew cab truck with a walk-in utility bed. The new vehicle will replace a 2008 2 ton crew cab truck with a walk-in utility bed. The 2008 truck has 114,275 miles and needs over \$6,000 in repairs.</p> <p><b>CITY MANAGER'S COMMENTS:</b> 3/4 ton truck is Approved, 2-ton truck is Disapproved</p>	

633 INFRASTRUCTURE IMPROVEMENTS	-	-	-	494,500
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<b>Notes:</b>	Demolition of Boydston Water Tower
<p>The Boydston Water Tower is no longer in use as a storage component of our water system. It continues to serve as the home for multiple cell antennas though. We will need to use Malouf Engineering to study the structural tower and design any hardening needed to move the antennas from the water tower to the structural tower. An engineering firm will need to plan the demolition of the water tower after the antennas are moved. We will complete the study and design by June 2020 and determine if funds are available at that time to proceed with the demolition. Council will be asked to consider a budget amendment at that time if funding is available.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Purchase Heath portion of Ground Storage Tank
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
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The City of Heath and Rockwall have shared a 4 million gallon ground storage tank for many years. A couple of years ago Heath needed more ground storage and it was determined that it was more cost effective for them to build a new tank and Rockwall assume all of the storage in the existing tank. NTMWD issued debt in 1995 to build the storage tank for Rockwall and Heath and we have paid 66.67% of the debt service. A valuation study was completed and in addition to assuming the remaining debt service payments as well as reimbursing Heath \$429,500 for the value of the tank. This allowed Rockwall to postpone building a new tank for several years.

**CITY MANAGER'S COMMENTS:** Approved

<i>CAPITAL Totals</i>	66,135	30,000	30,000	542,500
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<b>WATER OPERATIONS Totals</b>	<b>11,391,915</b>	<b>13,589,200</b>	<b>13,565,900</b>	<b>15,048,700</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

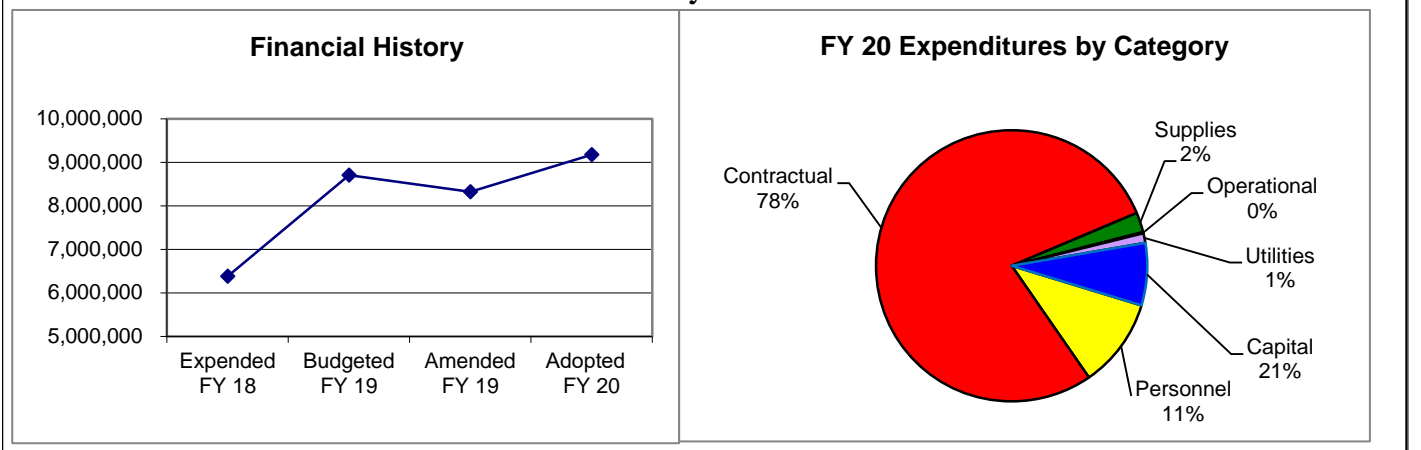
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	880,519	1,016,650	987,450	975,500
Contractual	4,782,213	7,100,500	6,737,150	7,180,350
Supplies	184,172	218,000	222,500	215,650
Operational	15,286	14,650	15,050	14,450
Utilities	85,517	106,400	109,900	103,500
Capital	434,897	246,100	246,100	682,450
<b>Total</b>	<b>6,382,603</b>	<b>8,702,300</b>	<b>8,318,150</b>	<b>9,171,900</b>

### Personnel Schedule

Position	Classification	FY 19 Approved	FY 20 Adopted
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Supervisor	22	1	1
Crew Leader	16	2	2
FOG Agent	15	1	1
Production Technician II	14	2	2
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	11	1	1
Maintenance Worker II	10	5	5

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	161,134	140,950	140,950	147,700
107 SALARIES & WAGES-LABOR	454,055	613,500	553,500	557,600
109 SALARIES & WAGES-OVERTIME	86,836	70,000	100,000	75,000
113 EDUCATION/CERTIFICATE PAY	2,700	3,600	3,600	3,600
114 LONGEVITY PAY	6,615	7,500	8,300	8,550
120 FICA & MEDICARE EXPENSE	51,538	57,700	57,700	53,450
122 T.M.R.S. RETIREMENT EXPENSE	117,641	123,400	123,400	129,600

<i>PERSONNEL SERVICES Totals</i>	880,519	1,016,650	987,450	975,500
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*CONTRACTUAL*

213 CONSULTING FEES	37,711	50,000	50,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	182,333	210,550	210,550	205,000
237 UNIFORM SERVICE	8,512	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	31,405	20,000	32,000	32,000

<b>Notes:</b>	Amend Equipment Repairs
Over the past few years, wastewater has exceeded the equipment repair budget.	
CITY MANAGER'S COMMENTS: Approved	

242 EQUIPMENT RENTAL & LEASE	1,551	10,000	10,000	10,000
246 VEHICLE REPAIRS	33,419	25,000	25,000	25,000
279 INDUSTRIAL PRE-TREATMENT	52,512	60,300	60,300	83,150
282 LIFT STATION MAINTENANCE	61,794	201,250	201,250	201,250

<b>Notes:</b>	Lift Station Upgrades
\$20,400 Lift station panel upgrades	
\$17,840 Replace 4 Sewage air release valves on Timber Creek Lift Station force main.	
\$20,000 Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed.	
\$57,000 Upgrade existing lift station fencing to meet TCEQ requirements. We propose to upgrade three stations per year until all station meets compliance.	
Williams Lift Station	
Renfro Lift Station	
Justin Lift Station	
CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
284 SEWER LINE REPAIR REPLACEMENT	192,541	326,250	326,250	347,100

<b>Notes:</b>	Improvements and Maintenance
\$ 15,500 Dukes Chemical Root Control \$125,000 Wastewater infrastructure improvements/Manhole Rehabilitation \$ 50,000 Miscellaneous \$156,600 Evaluation of 134,198 LF of sewer pipe to Include: <ul style="list-style-type: none"> <li>• Inspect 406 manholes</li> <li>• Smoke testing</li> <li>• Dye flooding</li> <li>• Cleaning</li> <li>• CCTV</li> <li>• Analysis of any defects</li> <li>• Mapping</li> <li>• Cost estimates for repair or rehab</li> <li>• Data collecting</li> <li>• Final report</li> </ul>	
CITY MANAGER'S COMMENTS: Approved	

285 SQUABBLE TREATMENT PLANT	442,415	520,350	561,500	602,750
286 BUFFALO CREEK TREATMENT PLANT	939,609	1,805,800	1,805,800	1,766,400
292 REGIONAL WASTEWATER SYSTEM	2,798,413	3,856,300	3,439,800	3,843,000
<i>CONTRACTUAL Totals</i>	4,782,213	7,100,500	6,737,150	7,180,350

*SUPPLIES*

301 OFFICE SUPPLIES	1,182	1,500	1,500	1,500
323 SMALL TOOLS	14,653	30,350	30,350	25,000
325 SAFETY SUPPLIES	11,394	11,400	11,400	11,400
331 FUEL & LUBRICANTS	42,966	39,000	43,500	42,000
333 CHEMICAL	2,998	7,900	7,900	7,900
341 CONSTRUCTION & REPAIR SUPPLIES	83,594	89,000	89,000	89,000
347 GENERAL MAINTENANCE SUPPLIES	8,655	16,250	16,250	16,250
385 LIFT STATION SUPPLIES	18,730	22,600	22,600	22,600
<i>SUPPLIES Totals</i>	184,172	218,000	222,500	215,650

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,920	2,150	2,150	2,150
415 RECRUITING EXPENSES	1,685	200	600	-
430 TUITION & TRAINING	9,280	8,500	8,500	8,500
436 TRAVEL	2,401	3,800	3,800	3,800
<i>OPERATIONS Totals</i>	15,286	14,650	15,050	14,450

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*UTILITIES*

501 ELECTRICITY	81,238	100,000	100,000	93,000
507 CELLULAR TELEPHONE	4,279	6,400	9,900	10,500

<b>Notes:</b>	Additions and Upgrades
<p>\$2,880 Currently, production personnel uses pagers for notifications from the Supervisory Control and Data Acquisition System (SCADA). The pagers at times, do not receive notifications or the notifications are delayed substantially. We are requesting to discontinue pager service, because of the unreliability of the pager system and purchase phones that will notify production personal of issues from SCADA.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

*UTILITIES Totals*      85,517      106,400      109,900      103,500

*CAPITAL*

612 COMPUTER EQUIPMENT	1,516	1,600	1,600	-
617 RADIO EQUIPMENT	-	4,000	4,000	-
621 FIELD MACHINERY & EQUIPMENT	277,128	240,500	240,500	281,350

<b>Notes:</b>	Equipment and Generators
<p>\$21,630 Grundomat Boring Tool for boring 4" service lines under pavement and streets with PVC pipe pulling kit for installation of service lines under paving. Currently, the Wastewater Division has to cut pavement and open trench across roadways when a new service line needs to be installed or replaced. The boring machine would allow service line installation under roadways without traffic delays and the added cost of road repair.</p> <p>On Site Generators Lift Stations – Northshore, Lakeview Summit II, Williams/66              Currently, the City has 40 lift stations, with 27 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lessen the chances of harming personal property and the environment we are requesting to add three generators this year.</p> <p>\$84,570 Northshore              \$95,960 Lakeview Summit II              \$79,180 Williams/66</p> <p>\$28,120 Cat Model 301.8 Mini Hydraulic Excavator              This mini excavator will allow access to water and sewer lines in rear of property in Lake Rockwall Estates without the need to remove property owner's fence. This unit can be hauled on our existing flatbed trailers by our service trucks.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Boring tool and Generators are Approved. Mini-Excavator is Disapproved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
623 VEHICLES	156,253	-	-	401,100

<b>Notes:</b>	Vacuum Truck
<p>\$401,100 Vacuum Truck V 390/1000 L H A –P</p> <p>In 2016 the Wastewater Division purchased its first combination jet/vac truck. The jet/vac truck was purchased to clean and remove debris from sewer lines while the camera unit videos the lines. The jet/vac truck is also used for removal of debris from storm drains, outfalls, and lift stations.</p> <p>Another use is hydro-excavating to make repairs on water, sewer, storm sewer lines, and force mains where other utilities are buried too close for typical excavation or to locate lines with very little disturbance to the ground surface, unlike trenching equipment. Because of the numerous tasks this piece of equipment can accomplish while saving time and labor, it has become a struggle to maintain the footage specified in the City’s CMOM program where a certain number of feet are to be cleaned and videoed yearly.</p> <p>Over 50 percent of the time the jet/vac truck performs tasks unrelated to the sewer assessment program. This year, the Wastewater Division will need to preparatory clean 134,198 feet of sewer lines. If the City were to contract the preparatory clean of the pipes, the contract price is \$2.39 a foot at the cost of \$320,733.22.</p> <p>Currently, the Wastewater Division has a 2002 jet truck for service calls when unstopping sewer lines. The jet truck is not equipped with a vac unit to remove debris that has broken loose from inside the sewer lines. The crew has to use a catch basket or a 2001 vacuum trailer to remove the debris from the system. When the vac trailer is used, it requires another truck and crew to operate. Neither the jet truck or vac trailer is designed for hydro-excavation.</p> <p>If this new Vacuum Truck V 390/1000 L H A –P is approved, the Wastewater Division will decommission the 17-year-old jet truck and 18-year-old vac trailer. These two pieces of equipment are prone to breaking down in a critical situation which requires the cleaning and camera crew to halt their operations and assist with the current combination vac/jet unit purchased in 2015 – 2016 budget year.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

*CAPITAL Totals*      434,897      246,100      246,100      682,450

<b>SEWER OPERATIONS Totals</b>	<b>6,382,603</b>	<b>8,702,300</b>	<b>8,318,850</b>	<b>9,171,900</b>
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<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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10 Cemetery				
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	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	13,009	8,500	9,500	8,500
Total Expenditures	4,400	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	8,609	(1,500)	(500)	(1,500)
Fund Balance - Beginning	68,851	67,351	77,460	76,960
Fund Balance - Ending	77,460	65,851	76,960	75,460

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	1,159	-	1,000	-
4720	Cemetery Receipts	10,800	7,000	7,000	7,000
4722	Registration & Permit Fees	1,050	1,500	1,500	1,500
Total Revenues		13,009	8,500	9,500	8,500

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	4,400	10,000	10,000	10,000
Capital	-	-	-	-
<b>Total</b>	<b>4,400</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>



<b>Fund</b>
10 Cemetery

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	4,400	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	4,400	10,000	10,000	10,000
<i>CAPITAL</i>				
633 INFRASTRUCTURE	-	-	-	-
<i>CAPITAL Totals</i>	-	-	-	-
<b>CEMETERY FUND Totals</b>	<b>4,400</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	93,228	90,300	85,300	73,500
Total Expenditures	115,202	158,750	163,100	56,900
Excess Revenues Over (Under) Expenditures	(21,974)	(68,450)	(77,800)	16,600
Net Other Financing Sources (Uses)	(25,000)	35,500	35,500	(13,200)
Net Gain (Loss)	(46,974)	(32,950)	(42,300)	3,400
Fund Balance - Beginning	155,259	128,809	108,284	65,984
Fund Balance - Ending	108,284	95,859	65,984	69,384

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	1,859	50	1,650	100
4054	Donations - Police Activities	5,646	1,000	1,400	1,000
4070	Donations - Silent Partners	1,536	1,000	7,500	1,000
4415	Court Security Fee	17,772	19,000	15,000	15,000
4420	Technology Fee	23,928	26,000	20,000	20,000
4425	Child Safety Fines	12,151	12,000	8,000	8,000
4520	Gun Range M&O	30,336	31,250	31,750	28,400
<b>Total Revenues</b>		<b>93,228</b>	<b>90,300</b>	<b>85,300</b>	<b>73,500</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Other Financing Sources				
Reserves Transfer In				
From General Fund	-	73,000	73,000	.
<b>Total Other Financing Sources</b>	-	73,000	73,000	-
Operating Transfers Out				
To General Fund	25,000	37,500	37,500	13,200
<b>Total Other Financing Uses</b>	25,000	37,500	37,500	13,200
<b>Net Other Financing Sources (Uses)</b>	(25,000)	35,500	35,500	(13,200)

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	102,835	82,250	82,250	53,400
Operational	12,367	3,500	7,850	3,500
Capital Outlay	-	73,000	73,000	-
<b>Total Expenditures</b>	<b>115,202</b>	<b>158,750</b>	<b>163,100</b>	<b>56,900</b>

<b>Fund</b> 11 Public Safety
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G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>CONTRACTUAL</i>				
208 EMERGENCY SERVICES CORP	27,627	31,250	31,250	33,400
231 SERVICE MAINTENANCE CONTRACTS	75,208	51,000	51,000	20,000
<i>CONTRACTUAL Totals</i>	102,835	82,250	82,250	53,400
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	-	1,000	1,000	1,000
430 TUITION & TRAINING	699	1,000	1,000	1,000
464 CERT EXPENSES	2,130	500	1,600	500
466 SILENT PARTNERS PROGRAM	9,538	1,000	4,250	1,000
<i>OPERATIONS Totals</i>	12,367	3,500	7,850	3,500
<i>CAPITAL</i>				
621 FIELD MACHINERY	-	-	-	-
624 POLICE EQUIPMENT	-	73,000	73,000	-
<i>CAPITAL Totals</i>	-	73,000	73,000	-
<b>PUBLIC SAFETY FUNDS Totals</b>	<b>115,202</b>	<b>158,750</b>	<b>163,100</b>	<b>56,900</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	1,089,580	1,044,500	1,117,500	791,250
Total Expenditures	964,796	1,086,500	1,107,500	531,950
Excess Revenues Over (Under) Expenditures	124,784	(42,000)	10,000	259,300
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	124,784	(42,000)	10,000	259,300
Fund Balance - Beginning	80,234	503,534	205,018	215,018
Fund Balance - Ending	205,018	461,534	215,018	474,318

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	4,982	-	9,000	6,250
4050	Donations	46,062	51,000	51,000	42,000
4250	Recreation Program Fees	183,278	200,000	200,000	200,000
4252	RBSL Revenues	259,662	222,500	222,500	248,000
4256	Rib Rub Revenues	13,208	15,000	15,000	15,000
4480	Tower Leases	-	-	2,000	-
4500	Grant Proceeds	294,520	-	-	-
4680	Developer Contributions	-	289,000	289,000	-
4700	Takeline Concessions	261,968	241,000	291,000	250,000
4750	Land Lease Revenues	25,900	26,000	38,000	30,000
<b>Total Revenues</b>		<b>1,089,580</b>	<b>1,044,500</b>	<b>1,117,500</b>	<b>791,250</b>



## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	285,962	353,500	368,500	296,950
Supplies	30,654	26,000	32,000	167,000
Operations	46,075	50,000	50,000	52,000
Capital Outlay	602,105	657,000	657,000	16,000
<b>Total Expenditures</b>	<b>964,796</b>	<b>1,086,500</b>	<b>1,107,500</b>	<b>531,950</b>

<b>Fund</b> 12 Recreation Development
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G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CONTRACTUAL*

213	CONSULTING FEES	10,593	72,500	72,500	3,000
233	ADVERTISING	29,816	30,000	30,000	30,000
235	BANK CHARGES	15,113	20,000	20,000	20,000
239	RECREATION CONTRACT	79,917	80,000	95,000	80,000
245	POOL REPAIR & MAINT	28,807	-	-	18,950

<b>Notes:</b>	Tile Repair Myers Pool
<p style="color: blue; font-size: small;">\$18,950 - Replace old tile coping around the perimeter of the Harry Myers swimming pool. Tile pieces come off throughout the year creating a safety hazard. The current tile color is no longer in production and doesn't match any of the sections that are repaired each season.</p> <p style="color: green; font-weight: bold; font-size: small;">CITY MANAGER'S COMMENTS: Approved</p>	

260	ATHLETIC PROGRAMS	121,717	151,000	151,000	145,000
<i>CONTRACTUAL Totals</i>		285,963	353,500	368,500	296,950

*SUPPLIES*

341	ATHLETIC PROGRAM SUPPLIES	-	-	-	141,000
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<b>Notes:</b>	Construction Projects
<p style="color: blue; font-size: small;">\$25,000 - Replace three old scoreboards at Tuttle. These are the original scoreboards and the manufacturer no longer provides support or parts for these units.</p> <p style="color: blue; font-size: small;">\$7,000 - Siphon for Phelps Lake. Since the original outfall was sleeved from a 12" to an 8" drain park assets, trails and adjacent property owner's driveway remains under water for up to 60 days at a time. The PVC siphon was recommended and preliminarily approved by the NRCS that controls Phelps Lake. The siphon is intended to be installed above ground and temporarily used in times of high water to expedite drainage to restore normal lake levels.</p> <p style="color: blue; font-size: small;">\$10,000 - Poured in Place (PIP) rubber surfacing repair at Yellowjacket Park. the PIP safety surface is worn under certain play elements and needs to be replaced in order to maintain safety standards for fall zones.</p> <p style="color: blue; font-size: small;">\$39,000 - Replace the shade canopy over the playground at Tuttle Ballfields. This canopy provides shade and foul ball protection for the playground between fields 2 and 4. It is nearly 20 years old and has reached the end of its useful life.</p> <p style="color: blue; font-size: small;">\$60,000 - Remove and replace approximately 400' of concrete trail in Myers Park along the west side of the pond trail loop. It has large cracks and the cross slope no longer meets ADA requirements.</p> <p style="color: green; font-weight: bold; font-size: small;">CITY MANAGER'S COMMENTS: Approved</p>	

<b>Fund</b>
12 Recreation Development

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved						
360 ATHLETIC PROGRAM SUPPLIES	18,685	20,000	20,000	20,000						
391 RECREATION PROG. SUPPLY	11,970	6,000	6,000	6,000						
<i>SUPPLIES Totals</i>	30,654	26,000	26,000	167,000						
<i>OPERATIONS</i>										
406 SPECIAL EVENTS	39,582	40,000	40,000	42,000						
406 RIB RUB EXPENSES	6,493	10,000	10,000	10,000						
<i>OPERATIONS Totals</i>	46,075	50,000	50,000	52,000						
<i>CAPITAL</i>										
610 FURNITURE & FIXTURES	33,948	-	-	16,000						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Notes:</b></td> <td>Movie Screen and Sound System</td> </tr> <tr> <td colspan="2" style="padding: 5px;">                     \$16,000 - Replace obsolete screen that has the 4:3 aspect ratio. Current format for movies is produced in 16:9 format. New system includes inflatable screen, new projector and all in one sound board, amplifier, smaller more powerful speakers and DVD player. Existing system is nearly 10 years old and is complicated and cumbersome for staff to use at Family Fun Friday events.                 </td> </tr> <tr> <td colspan="2" style="padding: 5px; color: green;"> <b>CITY MANAGER'S COMMENTS: Approved</b> </td> </tr> </table>					<b>Notes:</b>	Movie Screen and Sound System	\$16,000 - Replace obsolete screen that has the 4:3 aspect ratio. Current format for movies is produced in 16:9 format. New system includes inflatable screen, new projector and all in one sound board, amplifier, smaller more powerful speakers and DVD player. Existing system is nearly 10 years old and is complicated and cumbersome for staff to use at Family Fun Friday events.		<b>CITY MANAGER'S COMMENTS: Approved</b>	
<b>Notes:</b>	Movie Screen and Sound System									
\$16,000 - Replace obsolete screen that has the 4:3 aspect ratio. Current format for movies is produced in 16:9 format. New system includes inflatable screen, new projector and all in one sound board, amplifier, smaller more powerful speakers and DVD player. Existing system is nearly 10 years old and is complicated and cumbersome for staff to use at Family Fun Friday events.										
<b>CITY MANAGER'S COMMENTS: Approved</b>										
633 INFRASTRUCTURE IMPROVEMENT	-	484,000	484,000	-						
643 PLAYGROUND EQUIPMENT	45,891	173,000	173,000	-						
669 BOAT RAMP IMPROVEMENTS	522,267	-	-	-						
<i>CAPITAL Totals</i>	602,105	657,000	657,000	16,000						
<b>RECREATION Totals</b>	<b>964,797</b>	<b>1,086,500</b>	<b>1,101,500</b>	<b>531,950</b>						

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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14 Street Improvements
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	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	135,884	-	46,300	4,000
Total Expenditures	23,885	73,500	73,500	20,850
Excess Revenues Over (Under) Expenditures	111,999	(73,500)	(27,200)	(16,850)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	111,999	(73,500)	(27,200)	(16,850)
Fund Balance - Beginning	299,036	280,438	411,035	383,835
Fund Balance - Ending	411,035	206,938	383,835	366,985

### SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	4,781	-	5,600	4,000
4818	Pro-Rata - Road Projects	131,103	-	40,700	-
<b>Total Revenues</b>		<b>135,884</b>	<b>-</b>	<b>46,300</b>	<b>4,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Capital Outlay	23,885	73,500	73,500	20,850
<b>Total Expenditures</b>	<b>23,885</b>	<b>73,500</b>	<b>73,500</b>	<b>20,850</b>

<b>Fund</b> 14 Street Improvement
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G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CAPITAL*

633	INRASTRUCTURE IMPROVEMEN	-	73,500	73,500	20,850
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<b>Notes:</b>	<a href="#">Fannin Street Lights</a>
<p>\$20,580 - Replace Obsolete Street Light Fixtures on S. Fannin Street .</p> <p>Replace City owed street lights on Fannin Street. The street light fixtures have become obsolete and we are no longer able to purchase replacement fixtures.</p> <p><b>CITY MANAGER'S COMMENTS:</b> <i>Approved</i></p>	

635	STREET CONSTRUCTION	23,885	-	-	-
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<i>CAPITAL Totals</i>	23,885	73,500	73,500	20,850
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*OPERATING TRANSFERS*

845	TRANSFERS OUT - BYPASS	-	-	-	-
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<i>OPERATING TRANSFERS Totals</i>	-	-	-	-
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<b>STREET IMPROVEMENT FUND Totals</b>	<b>23,885</b>	<b>73,500</b>	<b>73,500</b>	<b>20,850</b>
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## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	61,925	58,250	62,250	71,250
Total Expenditures	42,287	137,400	137,400	65,200
Excess Revenues Over (Under) Expenditures	19,638	(79,150)	(75,150)	6,050
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	19,638	(79,150)	(75,150)	6,050
Fund Balance - Beginning	202,281	153,681	221,919	146,769
Fund Balance - Ending	221,919	74,531	146,769	152,819



### SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	3,675	-	4,000	3,000
4535	County Fire Calls	58,250	58,250	58,250	68,250
Total Revenues		61,925	58,250	62,250	71,250

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment Fund

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	-	5,000	5,000	
Supplies	9,420	11,000	11,000	11,000
Capital Outlay	32,867	121,400	121,400	54,200
<b>Total Expenditures</b>	<b>42,287</b>	<b>137,400</b>	<b>137,400</b>	<b>65,200</b>

<b>Fund</b> 16 Fire Equipment
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G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	-	5,000	5,000	-
<i>CONTRACTUAL Totals</i>	-	5,000	5,000	-
<i>SUPPLIES</i>				
377 VOLUNTEER SERVICES	9,420	11,000	11,000	11,000
<i>SUPPLIES Totals</i>	9,420	11,000	11,000	11,000
<i>CAPITAL</i>				
617 RADIO EQUIPMENT	-	27,500	27,500	3,000
621 FIELD MACHINERY & EQUIPME	23,117	93,900	93,900	51,200
623 VEHICLES	9,750	-	-	-
<i>CAPITAL Totals</i>	32,867	121,400	121,400	54,200
<b>FIRE EQUIPMENT FUND Totals</b>	<b>42,287</b>	<b>137,400</b>	<b>137,400</b>	<b>65,200</b>

**Notes:** [Mowing Service](#)  
 This will allow for discontinuation of mowing service for station 1 and 2. If fertilization/weed treatment is being provided I recommend we continue this portion of the service.

**CITY MANAGER'S COMMENTS:**



## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4500	Grant Proceeds	14,670	45,300	40,300	12,150
4680	Developer Contributions	-	3,000	-	-
4750	Land Lease	29,003	30,000	30,000	30,000
4752	F.B.O. Lease	6,412	7,000	7,000	7,000
Total Revenues		50,085	85,300	77,300	49,150

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Other Financing Sources				
Operating Transfers In				
From General Fund	10,000	-	10,000	-
<b>Total Other Financing Sources</b>	10,000	-	10,000	-
Net Other Financing Sources (Uses)	10,000	-	10,000	-

**SUMMARY OF EXPENDITURES**

**Fund**

17 Airport Special Revenue

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	5,375	12,150	20,850	14,050
Supplies	1,317	750	13,500	1,500
Operational	28,991	90,600	90,600	19,800
Utilities	1,147	2,000	2,000	2,000
<b>Total Expenditures</b>	<b>36,830</b>	<b>105,500</b>	<b>126,950</b>	<b>37,350</b>

<b>Fund</b> 17 Aviation
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G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CONTRACTUAL*

227	INSURANCE-REAL PROPERTY	1,491	1,000	1,000	1,000
229	INSURANCE-LIABILITY	-	1,000	1,000	500
240	EQUIPMENT REPAIRS	(429)	2,100	7,000	4,500

<b>Notes:</b>	<b>Equipment</b>
Fuel System Maintenance - Underground Storage Tank maintenance and miscellaneous repairs (gauges, calibrations, etc.), runway and beacon light repairs: \$3,000	
Emergency Shutoff Switch for Fuel System - Additional safety feature to the fuel system. Cost: \$1,500	
<b>CITY MANAGER'S COMMENTS:</b>	

242	EQUIPMENT RENTAL & LEASE	-	250	250	250
244	BUILDING REPAIRS	1,920	2,500	14,300	2,500
246	VEHICLE REPAIRS	2,393	5,000	5,000	5,000
280	STATE PERMITS	-	300	300	300

<i>CONTRACTUAL Totals</i>		5,375	12,150	28,850	14,050
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*SUPPLIES*

339	FUEL TANK REPAIRS	-	250	850	1,000
341	CONSTRUCTION & REPAIR SUP	1,317	500	500	500

<i>SUPPLIES Totals</i>		1,317	750	1,350	1,500
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<b>Fund</b> 17 Aviation
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G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*OPERATIONS*

409 GRANT MATCHING	28,991	90,600	90,600	19,800
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<b>Notes:</b>	<b>Routine Airport Maint Program</b>
<p>Subject: Routine Airport Maint Program                  Message: RAMP Projects are reimbursed 50/50 up to \$100,000.</p> <p>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 DBT Transportation Services 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. 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 - \$800</p> <p>AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with DBT and is eligible for a 50% reimbursement from RAMP Grant): \$6,000</p> <p>Hangar Surface Improvements</p> <p>There are several hangars that are not able to be rented due to poor parking surface and poor drainage. It is proposed that funds be allocated to rebuild 5 hangar pads at \$8,040 per space. This is eligible for 50/50 reimbursement through the TXDOT RAMP grant program. Cost: \$40,200</p> <p>FOD-Razor® Airport Runway / Taxiway Sweeper</p> <p>Foreign Object Debris control sweeper that can be pulled behind a vehicle to collect small pieces of loose asphalt or other small debris that could potentially damage aircraft engines. 8 feet sweeping path. Cost: \$3,500</p> <p>Low Profile Barricades</p> <p>This request is to add low profile barricades around the fuel island. The island now has a self-service fuel dispenser and the area needs to be protected more. Cost: \$1,000</p> <p>Tree Trimming on north / south approaches. Cost: \$3,500</p> <p>Herbicide treatment for runway and taxiways: \$2,000</p> <p>Runway Lighting System Repairs: \$3,000</p> <p>Total RAMP Grant Matching Request: \$60,000</p> <p><b>CITY MANAGER'S COMMENTS:</b></p>	

<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>UTILITIES</i>				
501 ELECTRICITY	1,147	2,000	2,000	2,000
<i>UTILITIES Totals</i>	<u>1,147</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<b>AVIATION FUND Totals</b>	<b>36,829</b>	<b>105,500</b>	<b>122,800</b>	<b>37,350</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	1,791	-	1,500	-
Total Expenditures	3,840	5,000	5,000	5,000
Excess Revenues Over (Under) Expenditures	(2,049)	(5,000)	(3,500)	(5,000)
Net Other Financing Sources (Uses)	-	-	-	(50,000)
Net Gain (Loss)	(2,049)	(5,000)	(3,500)	(55,000)
Fund Balance - Beginning	110,706	106,856	108,657	105,157
Fund Balance - Ending	108,657	101,856	105,157	50,157

### SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4001	Interest Earnings	1,791	-	1,500	-
4780	Recycling Revenue	-	-	-	-
Total Revenues		1,791	-	1,500	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Other Financing Uses				
Operating Transfers Out				
To Water Sewer Fund	-	-	-	50,000
Total Other Financing Sources	-	-	-	(50,000)
Net Other Financing Sources (Uses)	-	-	-	(50,000)

## SUMMARY OF EXPENDITURES

**Fund**  
18 Recycling

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operational	3,840	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>3,840</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	10,000	10,000	10,000	10,000
Total Expenditures	5,500	12,500	12,500	14,000
Excess Revenues Over (Under) Expenditures	4,500	(2,500)	(2,500)	(4,000)
Net Gain (Loss)	4,500	(2,500)	(2,500)	(4,000)
Fund Balance - Beginning	10,496	9,496	14,996	12,496
Fund Balance - Ending	14,996	6,996	12,496	8,496

### SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4050	Donations	10,000	10,000	10,000	10,000
4500	Grant Proceeds		-	-	-
Total Revenues		10,000	10,000	10,000	10,000



## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	3,000	5,000	5,000	5,000
Supplies	-	2,500	2,500	2,500
Operational	2,500	5,000	5,000	6,500
<b>Total Expenditures</b>	<b>5,500</b>	<b>12,500</b>	<b>12,500</b>	<b>14,000</b>

<b>Fund</b>
24 Downtown Improvement

<b>G/L Account</b>	<b>2018 Actual Amount</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 City Manager Approved</b>
<i>CONTRACTUAL</i>				
293 GRANT PROGRAM	3,000	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	<u>3,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<i>SUPPLIES</i>				
347 GENERAL MAINT. SUPPLY	-	2,500	2,500	2,500
<i>SUPPLIES Totals</i>	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	-	2,500	2,500	2,500
469 PROMOTION EXPENSE	2,500	2,500	2,500	4,000
<i>OPERATIONS Totals</i>	<u>2,500</u>	<u>5,000</u>	<u>5,000</u>	<u>6,500</u>
<b>DOWNTOWN IMPROVEMENT Totals</b>	<b>5,500</b>	<b>12,500</b>	<b>12,500</b>	<b>14,000</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	88,153	-	75,100	-
Total Expenditures	81,112	72,000	50,150	105,000
Excess Revenues Over (Under) Expenditures	7,041	(72,000)	24,950	(105,000)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	7,041	(72,000)	24,950	(105,000)
Fund Balance - Beginning	265,012	182,812	272,053	297,003
Fund Balance - Ending	272,053	110,812	297,003	192,003

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4010	Auction/Scrap Proceeds	-	-	-	-
4550	Seizure Revenue	88,153	-	75,100	-
<b>Total Revenues</b>		88,153	-	75,100	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	14,859	25,000	3,150	-
Supplies	-	-	-	22,000
Operational	11,000	20,000	20,000	20,000
Capital	55,253	27,000	27,000	63,000
<b>Total Expenditures</b>	<b>81,112</b>	<b>72,000</b>	<b>50,150</b>	<b>105,000</b>

<b>Fund</b>
26 Seized Funds

G/L Account	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2020 City Manager Approved
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*CONTRACTUAL*

218 COURT COSTS FOR SEIZED FUNDS	5,194	-	-	-
231 SERVICE-MAINT. CONTRACTS	9,665	25,000	25,000	25,000
<i>CONTRACTUAL Totals</i>	14,859	25,000	25,000	25,000

*SUPPLIES*

376 CANINE EXPENSE	-	-	-	16,600
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<b>Notes:</b>	Replace Canines
Requesting \$16,570 to purchase two new K-9 for the patrol division. One of current K-9's (Chico) is 8 years old and has developed serious hip problems and needs to be retired. The other is expected to retire during the year as well. The cost includes all travel, lodging and kennel costs for the required three week training program for the handler and K-9.	
CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	-	-	-	16,600
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*OPERATIONS*

451 CONFIDENTIAL FUNDS	11,000	20,000	20,000	20,000
<i>OPERATIONS Totals</i>	11,000	20,000	20,000	20,000

*CAPITAL*

610 FURNITURE & FIXTURES	-	-	-	4,000
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<b>Notes:</b>	Deployment Office Furniture
With the remodel/expansion of our down stairs work room and upstairs administrative sergeants office. We request \$4,000 to purchase furniture for these offices.	
CITY MANAGER'S COMMENTS: Approved	

612 COMPUTER EQUIPMENT	-	-	-	32,000
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<b>Notes:</b>	AV System Upgrade
A multi-function Smart Board would be beneficial in the EOC Training Room at the Police Station. \$7,575	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	CID Computers
CID is requesting \$6,000 to add three computers. One computer will be assigned to the Narcotics Unit due to the addition of a detective position. The additional two computers will be assigned to the Deployment Unit who will be moving into office space that will be added to the police building.	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	Telephone Redundant Path
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There have been 4 total telecommunication outages in the last calendar year which have affected the non-emergency administrative phone lines at the Police Department and to all other city facilities. The ability to maintain effective communications during critical incidents whether man-made or natural is paramount to the mission of the Rockwall Police Department Communications Center. Telephone service interruptions increases the potential to miss critical emergency phone calls being transferred from other cities using the Dispatch non-emergency administration lines. This building currently has one AT&T line providing service to the entire City telephone system. This request is to add a secondary AT&T path into the City's phone system to provide real-time redundancy in the event the building loses the primary connection.

Redundant Connection: \$9,500 per year  
 Hardware / Configuration: \$8,900  
 Total Cost: \$18,400

**CITY MANAGER'S COMMENTS:** Approved

623	VEHICLES	26,936	27,000	27,000	27,000
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<b>Notes:</b>	Narcotics Vehicle
Requesting \$27,000 from seized funds to purchase a new vehicle for Deployment Detective, who was transferred to the Narcotics Unit in June.	
<b>CITY MANAGER COMMENTS:</b>	

624	POLICE EQUIPMENT	28,317	-	-	-
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<i>CAPITAL Totals</i>	55,254	27,000	27,000	63,000
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*OPERATING TRANSFERS*

<i>OPERATING TRANSFERS Totals</i>	-	-	-	-
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<b>SEIZED FUNDS - NARCOTICS Totals</b>	<b>81,112</b>	<b>72,000</b>	<b>72,000</b>	<b>124,600</b>
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City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 15, 2019**  
**SUBJECT: City's Health & Welfare Programs**

**General Overview**

The City of Rockwall has partnered with **Holmes Murphy** since January 2012 for broker and consultant services to ensure the City stays informed on local healthcare trends, vendor alternatives, expected cost projections, Healthcare Reform and other legal and legislative topics that impact the City's health plan. In January of 2017, the City changed third-party administrators for administration of the health plan from Group & Pension Administrators, Inc. (GPA) to **Cigna**. The results show that this was a prudent decision due to improved network discounts and medical management, improved Pharmacy contract, and lower administrative fees.

**Health Care Cost Summary**

As the chart below indicates, the City had experienced a continued rise in healthcare claims and costs since the 2014 plan year, but overall claims costs have decreased since the move to Cigna due to the above improvements. Based on paid claims through June 2019, it is projected that the 2019 claim expense will be very similar to the 2018 expense.

**History of Claims Cost:**

Cal Year	Claims Cost	Annual Cost PEPY	# of EEs @ YR End
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240
2017	\$2,143,055	\$8,607	249
2018	\$2,000,568	\$8,099	247

**Prescription Benefits Plan**

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. However, based on paid claims data for 2018, costs have decreased due to improved discounts, rebates, and administrative fees. While the results are promising, the City will need to continue to review both plan and formulary changes to drive improved decision-making by employees to choose lowest cost drugs where available.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
2015	\$594,363	-5%
2016	\$741,688	24.8%
2017	\$662,776	-10.6%
2018	\$662,906	0.0%

Note: Claims cost does not include Admin Fees.



### Administrative Fees

The City also pays administrative fees to Cigna to administer the Medical, Pharmacy, and Dental benefits. Additionally, the City purchases Stop Loss Insurance to protect it against large claims, which are included in the below administrative fees.

For 2019, the estimated fees paid annually to Cigna for these services are:

- *Cigna Administrative fees* - \$499,760

### Healthcare Reform

The City has historically paid additional fees related to the *Affordable Care Act (Healthcare Reform)*.

For 2018, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee* - \$1,470 annually.

These fees were budgeted in the 2018 funding rates but paid in July of 2019.

The PCORI fee will be ending in 2020. There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2022)**, if this is implemented.

### Pre-65 Retiree Insurance

In May of last year, Pre-65 Retiree Health Insurance benefits were offered to eligible employees. Since that time, only a few employees have retired and elected coverage through TMLIEBP. This may increase as more tenured employees begin to consider retiring before age 65. TMLIEBP typically announces the new rates for this group in September. However, we don't expect a significant increase in this expense since we have very low participation in the group plan.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	1,081,811	1,003,000	971,500	988,500
Total Expenditures	3,846,963	4,200,250	4,200,250	4,116,750
Operating Income (Loss)	(2,765,152)	(3,197,250)	(3,228,750)	(3,128,250)
Non-Operating Revenues	45,858	25,000	47,000	25,000
Non-Operating Income (Loss)	45,858	25,000	47,000	25,000
Net Income (Loss) Before Transfers	(2,719,294)	(3,172,250)	(3,181,750)	(3,103,250)
Net Transfers In (Out)	3,150,000	3,400,000	3,150,000	3,060,000
Net Income (Loss)	430,706	227,750	(31,750)	(43,250)
Retained Earnings - Beginning	621,746	941,196	1,052,452	1,020,702
Retained Earnings - Ending	1,052,452	1,168,946	1,020,702	977,452

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Revenues					
4019	Miscellaneous	28,000	28,000	28,000	21,000
4840	Retiree Premiums	11,044	25,000	32,500	32,500
4850	Employee Contributions	929,854	930,000	911,000	915,000
4860	Stop Loss Reimbursements	112,913	20,000	-	20,000
<b>Total Operating Revenues</b>		<b>1,081,811</b>	<b>1,003,000</b>	<b>971,500</b>	<b>988,500</b>
Non-Operating Revenues					
4001	Interest Earnings	45,858	25,000	47,000	25,000
<b>Total Non-Operating Revenues</b>		<b>45,858</b>	<b>25,000</b>	<b>47,000</b>	<b>25,000</b>
<b>Total Revenues</b>		<b>1,127,669</b>	<b>1,028,000</b>	<b>1,018,500</b>	<b>1,013,500</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Transfers In				
From General Fund	2,500,000	2,500,000	2,500,000	2,250,000
From Water & Sewer Fund	900,000	900,000	900,000	810,000
<b>Total Operating Transfers In</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,060,000</b>
Operating Transfers Out				
To Workers Compensation Fund	250,000	-	250,000	-
<b>Total Operating Transfers Out</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b>Net Operating Transfers In (Out)</b>	<b>3,150,000</b>	<b>3,400,000</b>	<b>3,150,000</b>	<b>3,060,000</b>

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Expenses				
Operations	3,846,963	4,200,250	4,200,250	4,116,750
<b>Total Expenditures</b>	<b>3,846,963</b>	<b>4,200,250</b>	<b>4,200,250</b>	<b>4,116,750</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2018 Actual Expense</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	2,875	5,000	5,000	5,000
440 ADMINISTRATION FEES	171,738	205,000	175,000	192,500
441 REINSURANCE PREMIUMS	403,886	399,000	474,000	530,000
442 PAID HEALTH CLAIMS	3,180,013	3,500,000	3,000,000	3,250,000
443 LIFE INSURANCE PREMIUMS	46,400	26,000	34,000	34,000
448 RETIREE INSURANCE PREMIUMS	42,051	65,250	105,250	105,250
<b>Operational TOTAL . . . . . :</b>	<b>3,846,963</b>	<b>4,200,250</b>	<b>3,793,250</b>	<b>4,116,750</b>
<b>Employee Benefits TOTAL . . . . . :</b>	<b>3,846,963</b>	<b>4,200,250</b>	<b>3,793,250</b>	<b>4,116,750</b>



## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**CC:** Mary Smith, Asst. City Manager

**DATE:** August 12, 2019

**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, risk assessments and analysis* conducted by TMLIRP.

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 pro-actively.

The *reportable incidents* have increased slightly, the *number of days away from work* and the *days on restricted or light duty* have decreased. The *medical claims cost* to-date is significantly lower than last year, and have decreased the previous two years from FY '15- '16.

This year's data fully supports the recommendation to fund the safety incentive to employees.

### Workers' Compensation Claims Activity by Fiscal Year

Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
15/16	300	20	33	292	\$78,639	337	\$251,376	\$28,771	\$20,467	\$496,105	\$20,691	\$468,391
16/17	302	28	34	29	\$ 9,675	216	\$ 49,051	\$ 3,112	\$ 0	\$ 66,572	\$ 4,772	\$ 58,425
17/18	302	23	54	87	\$18,582	290	\$ 40,600	\$ 3,384	\$ 0	\$ 73,578	\$16,434	\$ 57,144
18/19	303	27	32	50	\$16,099	144	\$16,349	\$ 0	\$ 0	\$ 28,316	\$10,373	\$ 10,106

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We had a difficult year in FY '15-'16, primarily due to one claim. Even with very good claims activity the past three fiscal years, we expect the fund balance to continue to deplete. We anticipate we will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Non-Operating Revenues	4,022	1,000	3,500	1,000
Operating Expenses	291,686	278,500	278,500	274,000
Operating Income (Loss)	(287,664)	(277,500)	(275,000)	(273,000)
Net Transfers In (Out)	480,000	235,000	485,000	235,000
Net Income (Loss)	192,336	(42,500)	210,000	(38,000)
Retained Earnings - Beginning	142,887	347,887	335,223	545,223
Retained Earnings - Ending	335,223	305,387	545,223	507,223



## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Non-Operating Revenues					
4001	Interest Earnings	3,522	500	3,000	500
4019	Miscellaneous	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>4,022</b>	<b>1,000</b>	<b>3,500</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>4,022</b>	<b>1,000</b>	<b>3,500</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operating Transfers In				
From General Fund	175,000	180,000	180,000	180,000
From Water & Sewer Fund	55,000	55,000	55,000	55,000
From Employee Benefits Fund	250,000	-	250,000	-
Net Operating Transfers In (Out)	480,000	235,000	485,000	235,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensati

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Operational	291,686	278,500	278,500	274,000
<b>Total Operating Expenses</b>	<b>291,686</b>	<b>278,500</b>	<b>278,500</b>	<b>274,000</b>
<b>Total Expenditures</b>	<b>291,686</b>	<b>278,500</b>	<b>278,500</b>	<b>274,000</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2018 Actual Expense</b>	<b>2019 Adopted Budget</b>	<b>2019 Amended Budget</b>	<b>2020 Manager Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	(1,937)	1,000	1,000	1,000
440 ADMINISTRATION FEES	69,648	72,500	65,500	68,000
444 PAID LOSSES	147,686	125,000	75,000	125,000
446 SAFETY INCENTIVES	73,800	75,000	75,000	75,000
447 DRUG TESTING	2,490	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>291,687</b>	<b>278,500</b>	<b>221,500</b>	<b>274,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>291,687</b>	<b>278,500</b>	<b>221,500</b>	<b>274,000</b>

## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	9,062,370	6,008,300	6,399,300	6,328,350
Total Expenditures	4,906,366	13,140,050	5,557,250	37,008,100
Excess Revenues Over (Under) Expenditures	4,156,004	(7,131,750)	842,050	(30,679,750)
Net Other Financing Sources (Uses)	-	6,700,000	-	26,226,000
Net Gain (Loss)	4,156,004	(431,750)	842,050	(4,453,750)
Fund Balance - Beginning	2,183,965	4,306,698	6,339,969	7,182,019
Fund Balance - Ending	6,339,969	3,874,948	7,182,019	2,728,269

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4150	Sales Tax	5,756,918	5,968,300	6,066,300	6,252,350
4001	Interest Earnings	57,431	35,000	150,000	35,000
4019	Misc. Revenue	8,506	-	9,000	-
4020	Interest/Reserve Fund	14,530	5,000	20,000	5,000
4450	Technology Park Sales	3,224,985	-	154,000	-
4500	Parking Lease Revenue	-	-	-	36,000
<b>Total Revenues</b>		<b>9,062,370</b>	<b>6,008,300</b>	<b>6,399,300</b>	<b>6,328,350</b>

**SUMMARY OF OTHER FINANCING SOURCES (USES)**

**Fund**

21 Economic Development

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Other Financing Sources (Uses)				
Bond Proceeds	-	6,700,000	-	26,226,000
<b>Total Other Financing Sources</b>	-	6,700,000	-	26,226,000
Total Other Financing Uses	-	-	-	-
Net Other Financing Sources (Uses)	-	6,700,000	-	26,226,000

## SUMMARY OF EXPENDITURES

**Fund**

21 Economic Development

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
REDC Administration	640,892	971,050	843,500	934,700
Promotions & Marketing	81,761	255,000	255,000	287,000
Incentives	1,199,678	2,348,750	1,593,500	3,938,250
Capital Projects	418,614	6,726,000	26,000	27,464,000
Debt Service	2,565,421	2,839,250	2,839,250	4,384,150
<b>Total Expenditures</b>	<b>4,906,366</b>	<b>13,140,050</b>	<b>5,557,250</b>	<b>37,008,100</b>



## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	71 Economic Develop.

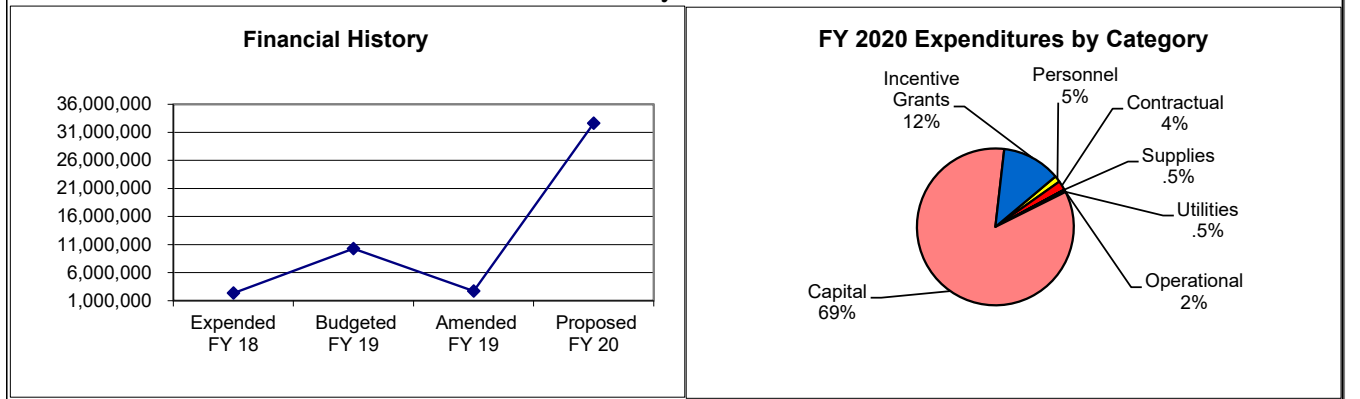
### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Personnel	326,508	538,900	380,050	426,000
Contractual	251,756	459,600	490,900	626,300
Supplies	2,727	9,000	9,000	9,000
Operational	130,725	203,600	203,600	150,800
Utilities	10,937	12,950	12,950	9,600
Capital	418,614	6,726,000	26,000	27,464,000
Incentive Grants	1,199,678	2,350,750	1,595,500	3,938,250
				-
<b>Total</b>	<b>2,340,945</b>	<b>10,300,800</b>	<b>2,718,000</b>	<b>32,623,950</b>

### Personnel Schedule

<u>Position</u>	<u>FY 19 Approved</u>	<u>FY 20 Proposed</u>
Economic Development Corporation President	1	1
Director of Project Development	1	1
Vacant Marketing Position	1	-
Executive Assistant	1	1

### Activity Trends



## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
<b>Personnel</b>				
Salaries - Wages & Incentives	260,004	410,000	295,000	324,550
<b>Total Salaries - Wages Incentives</b>	<b>260,004</b>	<b>410,000</b>	<b>295,000</b>	<b>324,550</b>
120 FICA & Medicare	16,073	31,350	17,600	24,850
122 Retirement	20,680	67,050	37,700	53,100
128 Ins. Unemployment	1,251	2,000	1,250	2,000
224 Workers Comp.	500	500	500	500
230 Health Insurance	28,000	28,000	28,000	21,000
<b>Total Benefits</b>	<b>66,504</b>	<b>128,900</b>	<b>85,050</b>	<b>101,450</b>
-				
<b>Total Personnel Costs</b>	<b>326,508</b>	<b>538,900</b>	<b>380,050</b>	<b>426,000</b>
<b>Contractual</b>				
210 Auditing	1,500	1,500	1,500	1,500
211 Legal	37,932	50,000	50,000	50,000
213 Consulting Fees	52,248	70,000	70,000	200,000
217 Cable and Internet	14,826	15,000	15,000	10,800
223 Insurance - Blanket Surety Bond	100	100	100	100
227 Insurance - Property	1,800	1,800	1,800	1,800
229 Insurance - Liability	500	500	500	500
232 Temporary Labor	1,233	5,200	46,500	5,200
234.01 Marketing - Consulting	70,475	195,000	195,000	117,000
234.02 Marketing - Ad Placement	-	-	-	50,000
234.30 Marketing - REDC Events	-	-	-	40,000
234.04 Marketing - Subscriptions Memberships	-	-	-	55,000
242 Copier Rental and Lease	5,218	8,500	8,500	5,400
243 Building Lease, Cleaning, Storage	53,300	75,000	75,000	66,000
244 Building Repairs	624	25,000	15,000	3,000
299 Administrative Services	12,000	12,000	12,000	20,000
<b>Total Contractual</b>	<b>251,756</b>	<b>459,600</b>	<b>490,900</b>	<b>626,300</b>

Annual Budget, Economic Development Cont'd

Account Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
<b>Supplies</b>				
301 Office Supplies	2,099	5,000	5,000	6,000
307 Postage	283	1,000	1,000	1,000
310 Printing & Binding	-	2,000	2,000	2,000
347 Gen. Maint. Supplies	345	1,000	1,000	-
<b>Total Supplies</b>	<b>2,727</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
<b>Operational</b>				
410.01 News Subscriptions	871	2,000	2,000	700
410.02 Professional Memberships	-	-	-	2,000
428 Meeting Expenses	7,748	7,000	7,000	5,000
430 Tuition & Training	550	5,000	5,000	5,000
436 Travel	4,318	30,000	30,000	25,000
437 Trade Shows	-	15,000	15,000	15,000
438 Prospect Visits/Business Retention	6,968	15,000	15,000	10,000
439.01 Common Area Maintenance-REDC Portion	110,270	129,600	129,600	60,100
439.02 Maintenance of Undeveloped Park Land	-	-	-	24,000
439.03 Maintenance of Undeveloped Justin Road	-	-	-	4,000
<b>Total Operational</b>	<b>130,725</b>	<b>203,600</b>	<b>203,600</b>	<b>150,800</b>
<b>Utilities</b>				
501 Electricity	7,720	6,600	6,600	6,000
507 Telephone	3,217	6,350	6,350	3,600
<b>Total Utilities</b>	<b>10,937</b>	<b>12,950</b>	<b>12,950</b>	<b>9,600</b>
<b>Capital</b>				
601 Land Acquisition	-	-	-	6,726,000
610 Furniture & Fixtures	-	20,000	20,000	10,000
612 Computer Equipment	425	6,000	6,000	28,000
678 Phase III Eng/Construction	333,249	6,700,000	-	19,500,000
680 Parking Lot Eng/Construction	-	-	-	1,200,000
698 Justin Rd. Extension	84,940	-	-	-
<b>Total Capital</b>	<b>418,614</b>	<b>6,726,000</b>	<b>26,000</b>	<b>27,464,000</b>
<b>Incentives</b>				
660 Due Diligence	-	2,000	2,000	-
661 Contracted Incentives	1,199,678	2,348,750	1,593,500	3,938,250
<b>Total Incentives</b>	<b>1,199,678</b>	<b>2,350,750</b>	<b>1,595,500</b>	<b>3,938,250</b>
<b>Division Total</b>	<b>2,340,945</b>	<b>10,300,800</b>	<b>2,718,000</b>	<b>32,623,950</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
<b>Debt Service</b>					
750	Administration Fees	3,500	4,500	4,500	4,500
752	Principal - Bonds	1,780,000	2,030,000	2,030,000	2,065,000
754	Interest - Bonds	781,921	804,750	804,750	2,314,650
<b>Total Debt Service</b>		<b>2,565,421</b>	<b>2,839,250</b>	<b>2,839,250</b>	<b>4,384,150</b>

Detail	Principal	Interest
2013- Infrastructure	320,000	239,338
2013 Land Purchase	185,000	189,264
2015 Ref Bonds (2006)	335,000	44,661
2016 Ref Bonds (2008)	300,000	143,825
2016 Sales Tax Bonds	270,000	82,800
2020 Proposed Land Debt	205,000	510,750
2020 Proposed Debt	450,000	1,104,000
	2,065,000	2,314,637

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Total Revenues	193,445	215,100	215,100	197,250
Total Expenditures	194,094	215,100	215,100	197,250
Excess Revenues Over (Under) Expenditures	(649)	-	-	-
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(649)	-	-	-
Fund Balance - Beginning	47,321	37,415	34,298	34,298
Fund Balance - Ending	34,298	37,415	34,298	34,298

## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

RTPA

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
4470	RTP Dues - Tenants	83,175	82,500	82,500	137,250
	REDC Cam Dues	110,270	132,600	132,600	60,000
<b>Total Revenues</b>		<b>193,445</b>	<b>215,100</b>	<b>215,100</b>	<b>197,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
22 Tech Park Association	70 Economic Development	RTPA

### Expenditure Summary

	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
Contractual	156,486	171,300	171,300	153,750
Supplies	7,768	10,300	10,300	10,000
Utilities	29,840	33,500	33,500	33,500
<b>Total</b>	194,094	215,100	215,100	197,250

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 75</b>
22 Tech Park Association	70 Economic Develop.	RTPA Developed Phases

=		Actual	Budgeted	Amended	Adopted
Account	Description	17-18	18-19	18-19	19-20
<b>Contractual</b>					
210	Auditing	500	500	500	500
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maint	114,768	132,000	132,000	150,350
299	Administrative Svcs	2,000	2,000	2,000	2,000
<b>Total Contractual</b>		<b>118,168</b>	<b>135,400</b>	<b>135,400</b>	<b>153,750</b>
<b>Supplies</b>					
329	Flag Replacements	7,768	9,000	9,000	9,000
347	Gen. Maint. Supplies	-	1,000	1,000	1,000
<b>Total Supplies</b>		<b>7,768</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Utilities</b>					
501	Electric	2,259	3,500	3,500	3,500
513	Water	27,581	30,000	30,000	30,000
<b>Total Utilities</b>		<b>29,840</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>
<b>Division Total</b>		<b>155,776</b>	<b>178,900</b>	<b>178,900</b>	<b>197,250</b>



## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 77</b>
22 Tech Park Association	70 Economic Develop.	RTPA Undeveloped Phases

Account	Description	Actual 17-18	Budgeted 18-19	Amended 18-19	Adopted 19-20
<b>Contractual</b>					
227	Insurance - Property	900	900	900	-
247	Landscape/Irrig Maint incl. mowing EDC owned lots, Justin Road, Discovery Median	37,418	35,000	35,000	-
<b>Total Contractual</b>		<b>38,318</b>	<b>35,900</b>	<b>35,900</b>	<b>-</b>
<b>Supplies</b>					
347	Gen. Maint. Supplies	-	300	300	-
<b>Total Supplies</b>		<b>-</b>	<b>300</b>	<b>300</b>	<b>-</b>
<b>Utilities</b>					
501	Electric	-	-	-	-
513	Water	-	-	-	-
<b>Total Utilities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Division Total</b>		<b>38,318</b>	<b>36,200</b>	<b>36,200</b>	<b>-</b>

All expenses associated with EDC owned land, Justin Road, and the Discovery Median have been moved to the EDC budget beginning with budget year 2020.