



July 31, 2015

Honorable Mayor and Members of the City Council,

I am pleased to present you with the *FY16 City Manager's Proposed Budget*. This budget is primarily a maintenance budget, but it also incorporates some noteworthy changes that will continue to promote the City, its values, and strengthen its financial posture.

Grapevine's economic base continued to expand during FY15, and several significant drivers were added to the local economy. Grapevine Mills Mall continues to update its interior; and to date, it has renovated more than half of its 1.6 million square feet facility. Additionally, several new premium stores have opened, and the ice-skating rink is planned to be converted to a new family-oriented entertainment and dining attraction operated by Round One. These new amenities and stores will continue to draw additional shoppers to Grapevine.

In addition to the Mall's development, the 185-acre tract of land has drawn significant attention from prospective developers, corporations, and other interested parties. In May, Kubota Tractor Corp. and Kubota Credit Corp. announced that it was moving its headquarters from California to Grapevine. This move brings the first large anchor to the site and will bring over 350 new jobs with projected growth to 1,200. The headquarters building will have over 170,000 square feet of office and Research & Development space, be state-of-the-art, and be environmentally friendly. Since the announcement of Kubota's move, there has been significant interest in development opportunities, and additional announcements are expected in 2016. These activities are representative of the attractiveness that Grapevine has to businesses, which in turn helps to expand the City's economic footprint.

The 2015 flood incident was unexpected, and it presented some unique challenges. Departments responded rapidly to address public safety issues, some streets were closed due to rising waters, and the Golf and Lake Parks funds' operations were disrupted. Fortunately, the disaster declaration made by Tarrant County entitles the

City to receive FEMA assistance. While there may be some financial exposure to the City, it is important to note that this budget has considered all factors, and contingency plans have been established to minimize any financial impact. A strategy to further insulate the General Fund is being refined separate from the budget process.

### **Budget Highlights**

Property Tax is budgeted at the effective rate, which will have the impact of reducing the property tax rate from .3324 per \$100 of valuation to .3275.

The General Fund reserve is projected to exceed the 20% reserve requirement. The 20% requirement is critical to maintain because, if revenues were severely hampered or ceased, it would provide City with an emergency fund to continue to service debt and provide critical services.

A \$4,280,789 Certificate of Obligation (CO) issuance is proposed for FY16 to provide for heavy-duty equipment replacement such as visitor shuttle buses, dump truck, and fire truck. It also includes replacement for end-of-life technology equipment necessary for the City's technology infrastructure.

In April 2015, the REC had its grand opening; and within four months, it met its membership goal. Partial funding of the REC was included in the FY15 Adopted Budget, and this year's proposal provides full-year funding and revenue. REC membership revenues will generate over \$1 million new dollars in FY16.

Funding for the Quality of Life Fund, Permanent Street Maintenance Fund (PSMF), and Permanent Capital Maintenance Fund (PCMF) remained a priority and are all funded from the General Fund. The transfer to these funds is \$6,279,000 million and constant from FY15. By August 7, 2015, staff will provide the City Council with a list of projects for consideration that are in alignment with the *2015 Quality of Life Survey* results.

Compensation increases are included that will keep Grapevine salaries competitive with its comparison cities, and the recommendations are consistent with the findings of the City's annual compensation review. In order to accomplish this, combinations of merit and market adjustments are proposed.

General employees will receive a 2% market adjustment and are eligible for a 3% merit. Those employees at the top of the salary range will receive the 2% market adjustment plus a one-time lump sum salary adjustment equal to 1% of annual salary.

Police and Fire sworn personnel will receive a 2% market adjustment plus 5% step increases. Additionally, the step plan will be extended with two additional 3% step levels to provide future growth opportunities for the employees at the top of the range. Currently, 63% of Police and 51% of Fire staff are at the top of the salary range.

The recommendations are as follows:

<b>FY16 Compensation</b>				
	Merit	Steps	Market	Total
General Employees	3%	N/A	2%	5%
Police and Fire	N/A	5%	2%	7%

<b>Employees at Range Maximum</b>				
	Lump Sum	Steps	Market	Total
General Employees	1%	N/A	2%	3%
Police and Fire	N/A	3%	2%	5%

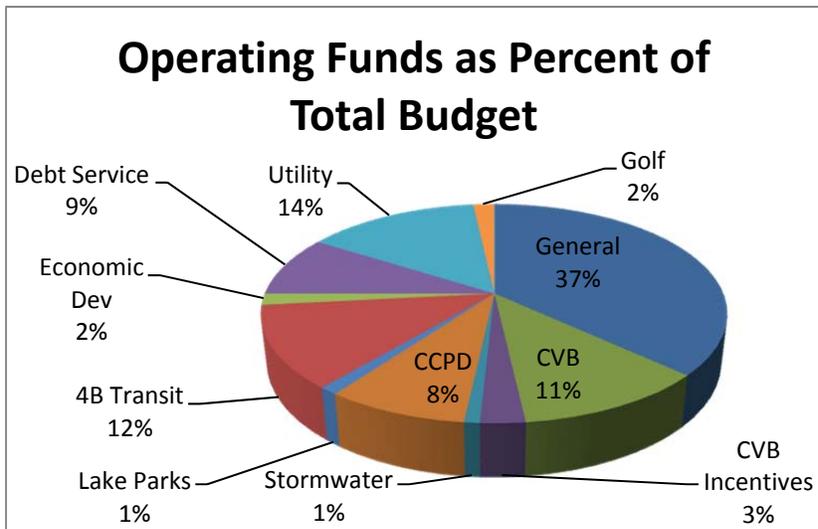
The proposed compensation plan will help keep Grapevine competitive in the market so that it can continue to hire and retain quality, dedicated employees to support its programs while providing the highest level of customer service. Carolyn Van Duzee, Human Resources Director, will provide additional information in a separate memo.

**Total Operating Budget – All Funds**

Overall, the City’s total operating budget is \$168 million, and the General Fund Budget is \$62 million, which represents 37% of the total.

Since 2009, the General Fund has provided a subsidy to the Crime Control Prevention District (CCPD) Fund, which is normally funded by a ½

cent sales tax. In FY16, this subsidy will no longer be necessary because of the current and projected growth in sales tax. CCPD revenues are projected to exceed expenditures by \$401,567 in the proposed budget. This trend speaks to the strength of the local economy.



## **General Fund Summary**

General Fund Revenues increased 4.7% or \$2.8 million over the FY15 budget. This is largely attributed to significant increases in Sales and Use Taxes, which is projected to end the current fiscal year 4.4% or \$1.9 million above budget. An additional 2.6% growth is expected for FY16.

General Fund Expenditures increase 3.6% from FY15. This increase is mostly attributed to the compensation plan and full-year funding of the REC.

Employee health insurance costs have increased 3.6% over the current budget year. Compared to the national average of 8.0%, this is 4.4% lower. In an attempt to continue this positive momentum, the health plan is under review to increase individual accountability, help educate staff with cost saving options, and focus on employee wellness.

As mentioned above, Quality of Life, PCMF, and PSMF funding of \$6,279,000 million is provided in the General Fund. These budgeted transfers allow the City to make capital improvements without issuing debt. Although debt instruments are periodically used, the practice of transferring funds from the operating budget significantly reduces the City's debt burden.

## **General Fund Increased Service Levels, 4.525 positions, \$261,550**

Five Increased Service Levels (ISLs) are recommended for funding in the FY16 Proposed Budget. They include:

- GIS Applications Programmer: Additional Cost: \$ 37,656  
FTE: 1.0

This position is responsible for the designing, programming, testing and troubleshooting of GIS desktop and Web applications. During the flood, this position developed an interactive map for mobile devices showing the exact locations of underwater hazards. To date, this public safety tool has been used by over 11,000 people. This essential function has been provided by a contract employee; therefore, a \$35,950 reduction in contractual costs partially offsets the increase.

- Upgrade Part-Time to HR Analyst II: Additional Cost: \$72,480  
FTE: .525

The Human Resources department is in need of additional analytical staff to focus on classification and compensation issues, reorganization and reclassification requests, and develop policies relating to HR issues. The \$72,480

represents the net new cost from reclassifying a part-time position previously budgeted at \$17,278.

- Community Outreach Coordinator: Additional Cost: \$27,796  
FTE: 1.0

The Community Outreach Center (COC) has grown significantly in the past year. New programs Valuable After School Time (VAST) and expanded existing programs (ESL, GED) have elevated the use of the COC to the point of needing full time staff to manage the site. The COC Coordinator will continue to manage the growing programs and partnerships. The cost of the new position is offset by reducing \$55,000 in contract wages.

- IT Technical Support Specialist: Cost: \$66,974  
FTE: 1.0

This technical position will support systems unique to the Fire Department such as CAD, AVL, Knox Box Med Vault, Life-Pak 15s, Protected Healthcare Information (PHI ) security, and patient data transmission to hospitals.

- PARD Concession Stand Recreation Specialist: Cost: \$56,644  
New Revenue: \$80,000  
FTE: 1.0

The Parks and Recreation Department recently assumed management of all concessions at Oak Grove Ballfield Complex from the Grapevine Baseball Softball Association (GBSA). The Recreation Specialist will manage the concession stand operations and reserve the complex for corporate events/meetings at the Oak Grove Ball Fields. This person will help with other divisions to place all Food & Beverage orders at the REC, Dove Waterpark, Pleasant Glade Pool, and The Vineyards Campgrounds & Cabins. This position is projected to increase revenues by \$80,000

### **Golf Fund Rate Increase**

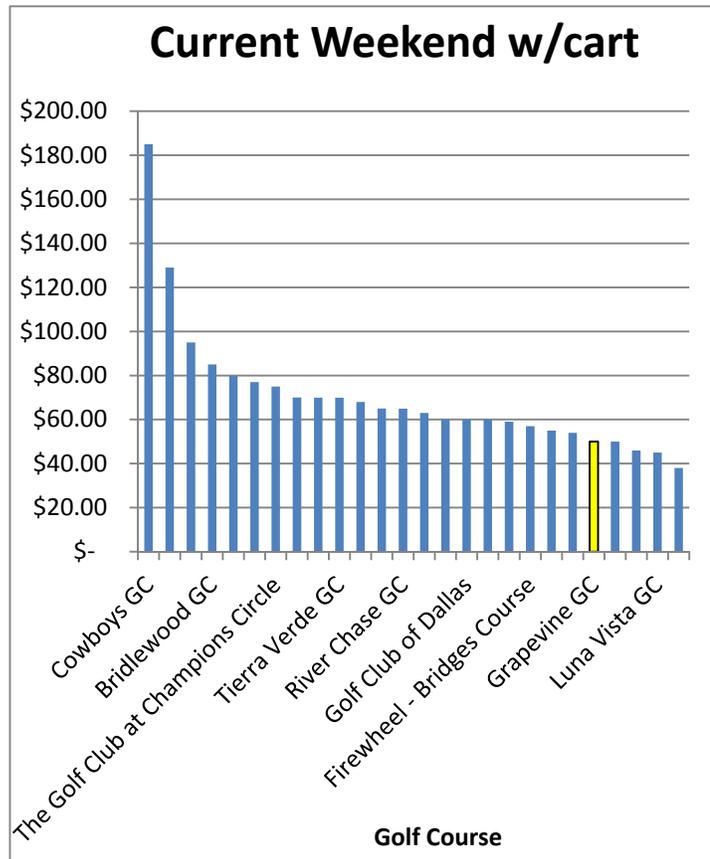
The Grapevine Golf course opened in 1979 with 18 holes designed by Byron Nelson. It was later expanded with the Bluebonnet Nine, and it has continued to make renovations and improvements throughout the course. During this time, the course has faced challenging financial times, yet it has managed to retain the rates below competing courses.

A recent survey comparing 26 facilities in the DFW market, places Grapevine on the lower end of cost. The study also revealed that many competitors have made

incremental increases over the last 3-5 years. The last rate increase at the course was in 2003.

The recent flood has obstructed the course's performance and sustainability; consequently, a multi-part strategy is proposed to increase the fund's health.

1.) The proposed budget eliminates the annual debt transfer. By eliminating the transfer, the Golf Fund is able to reprogram \$435,150. This strategy is possible due to excess funds in the I&S reserve. These funds are restricted by law to repay debt obligations, and they can be used for no other purpose. Therefore, the principle and interest payments can be made from the I&S Fund, thereby providing capacity in the Golf Fund to maintain a reserve. In order for this strategy to be sustainable over time, a capital financing plan without relying on debt issuances is necessary.



2.) A capital financing plan from operating revenues is proposed through rate increases. Rate increases have not been incorporated in the revenue budget; rather, this is policy decision for City Council. If approved, the proposed rates increase fees approximately an 8% and are forecasted to generate an additional \$343,264. This new income would provide Golf the opportunity to have a dedicated source to fund capital projects thereby eliminating the need for future debt issuances.

The proposed rates (attached) will strengthen the fund and keep Grapevine competitive with other local courses.

## Lake Parks

The proposed budget incorporates a strategy to establish a fund balance reserve for the Lake Parks Fund. This is accomplished, like Golf, through elimination of the annual debt service transfer by leveraging the health of the I&S Fund reserve. Future capital enhancements are proposed to be funded as a component of the expenditure budget. This strategy will be managed much like the annual Permanent Capital Maintenance Fund transfer from the General Fund. By eliminating the Lake Parks' debt, establishing a fund balance reserve, and creating a sustainable capital projects funding strategy. This approach will minimize the impacts of future emergencies that stifle or halt Lake Parks' revenues.

## Municipal Court Security Fee

The Proposed Budget restores a revenue source once collected by the Municipal Court. Under state law, the court may assess a fee for building security. This \$3.00 fee per citation will generate approximately \$45,000 annually, which will pay for one Court Bailiff that is already on staff. The bailiff is currently paid from residual fund balance from prior Security Fee collections. Since this is no longer collected and the reserve is rapidly depleting, the General Fund will have to absorb these costs in FY17 unless it is reestablished. Approximately 80% of court revenues are collected from non-Grapevine residents.

Sincerely,



Greg Jordan  
Chief Financial Officer



Bruno Rumbelow  
City Manager

GRAPEVINE GOLF COURSE  
FY16 PROPOSED RATE STRUCTURE

<i>Grapevine Resident Current</i>
<i>Grapevine Resident Proposed</i>
Non-Resident Current
Non-Resident Proposed

<b>Normal</b>	<b>Normal</b>
<b>Weekday</b>	<b>Weekend</b>
<b>w/18cart</b>	<b>w/18cart</b>
\$ 39.00	\$ 43.00
\$ 43.20	\$ 50.40
\$ 45.00	\$ 50.00
\$ 50.00	\$ 59.00

<i>Grapevine Resident Current</i>
<i>Grapevine Resident Proposed</i>
Non-Resident Current
Non-Resident Proposed

<b>Twilight</b>	<b>Twilight</b>
<b>Weekday</b>	<b>Weekend</b>
<b>w/18cart</b>	<b>w/18cart</b>
\$ 30.20	\$ 31.80
\$ 32.80	\$ 36.00
\$ 34.00	\$ 36.00
\$ 37.00	\$ 41.00

<i>Grapevine Resident Current</i>
<i>Grapevine Resident Proposed</i>
Non-Resident Current
Non-Resident Proposed

<b>Senior</b>	<b>Senior</b>
<b>Weekday</b>	<b>Weekday</b>
<b>w/cart</b>	<b>w/cart</b>
\$ 27.80	n/a
\$ 31.20	n/a
\$ 31.00	n/a
\$ 35.00	n/a

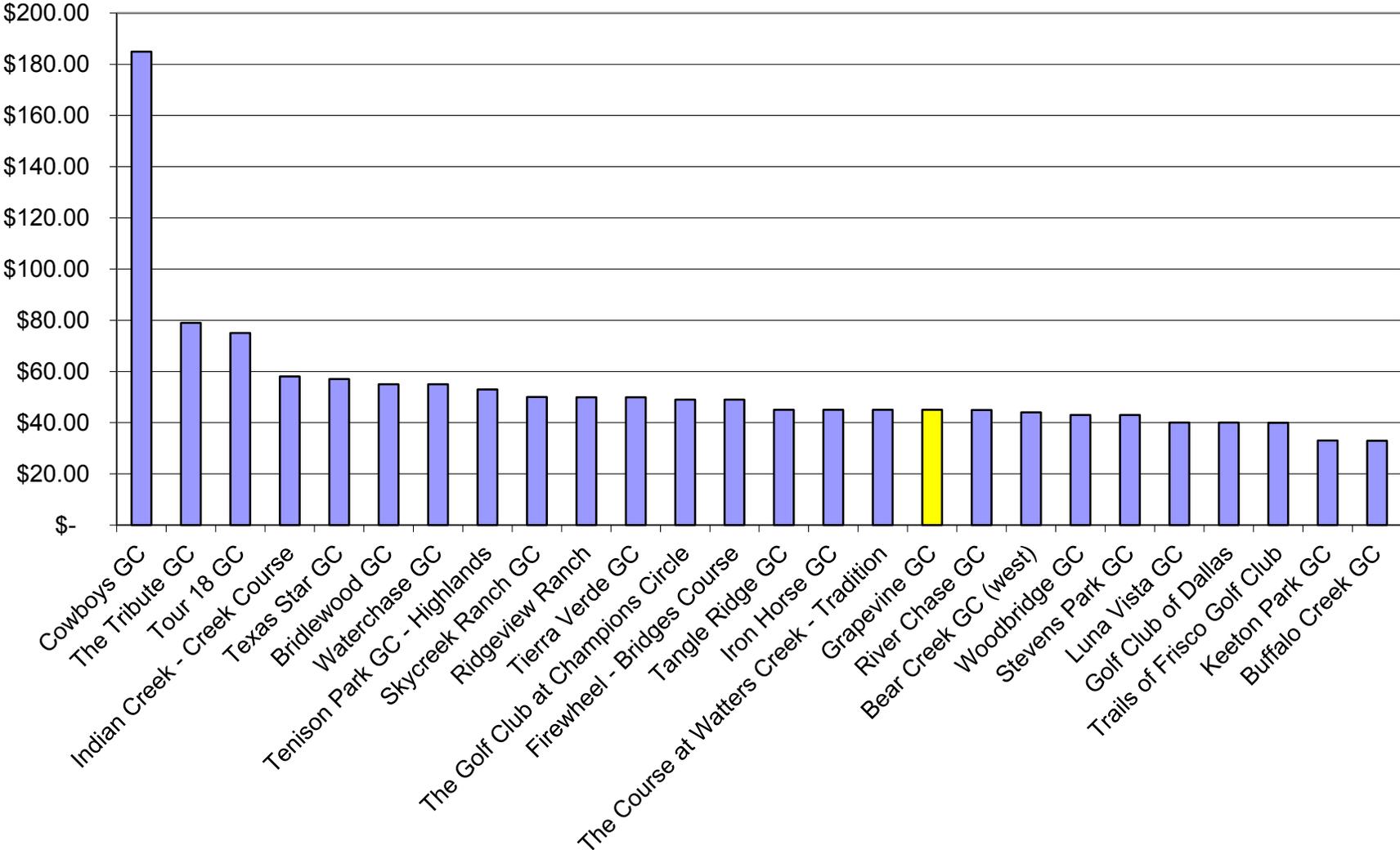
<i>Grapevine Resident Current</i>
<i>Grapevine Resident Proposed</i>
Non-Resident Current
Non-Resident Proposed

<b>Junior</b>	<b>Junior</b>
<b>Weekday</b>	<b>Weekend</b>
\$ 12.80	n/a
\$ 15.20	n/a
\$ 16.00	n/a
\$ 19.00	n/a

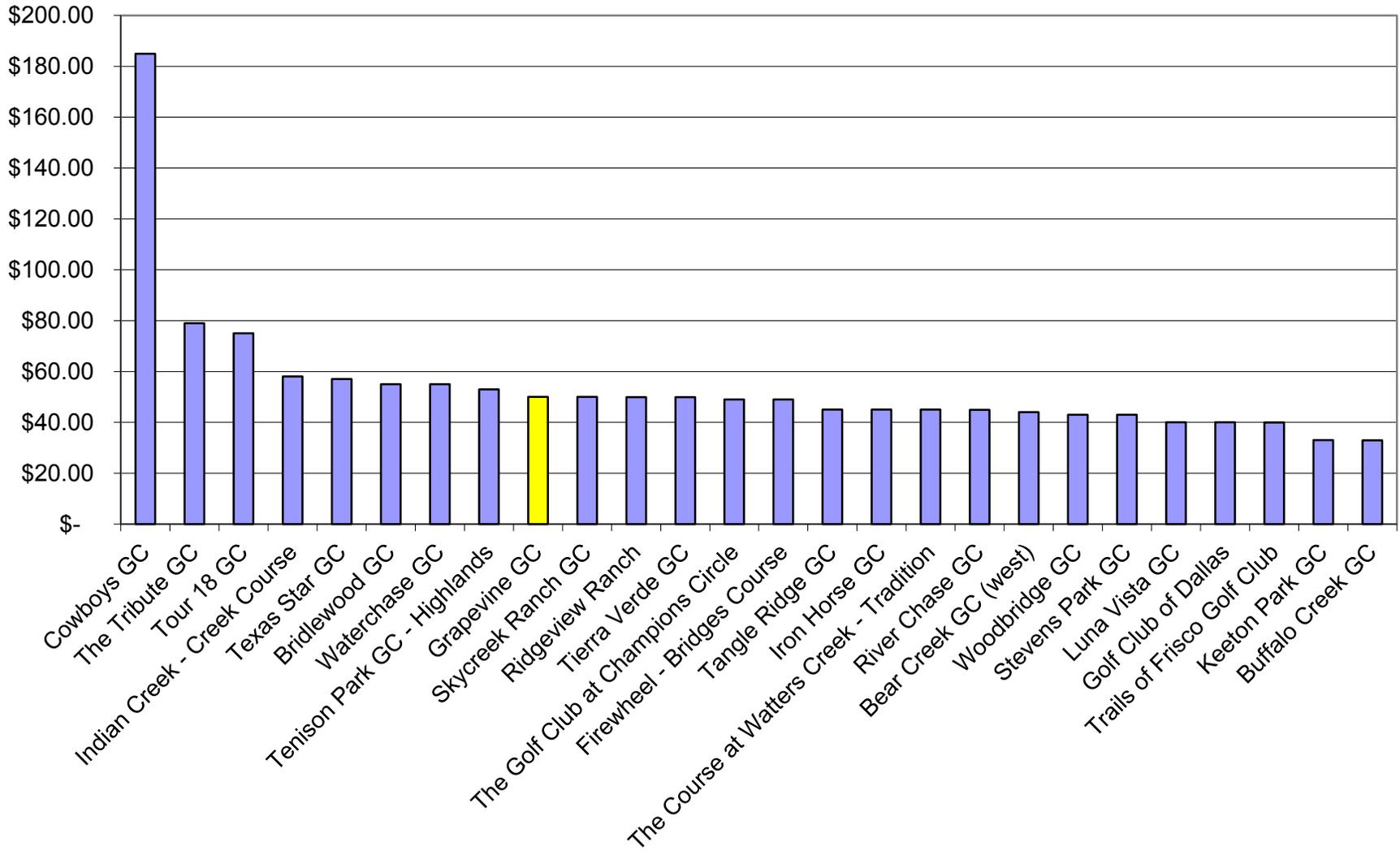
<i>Grapevine Resident Current</i>
<i>Grapevine Resident Proposed</i>
Non-Resident Current
Non-Resident Proposed

<b>Cart Fee for 18</b>	<b>Cart Fee for 9</b>
\$ 15.00	\$ 8.00
\$ 16.00	\$ 9.00
\$ 15.00	\$ 8.00
\$ 16.00	\$ 9.00

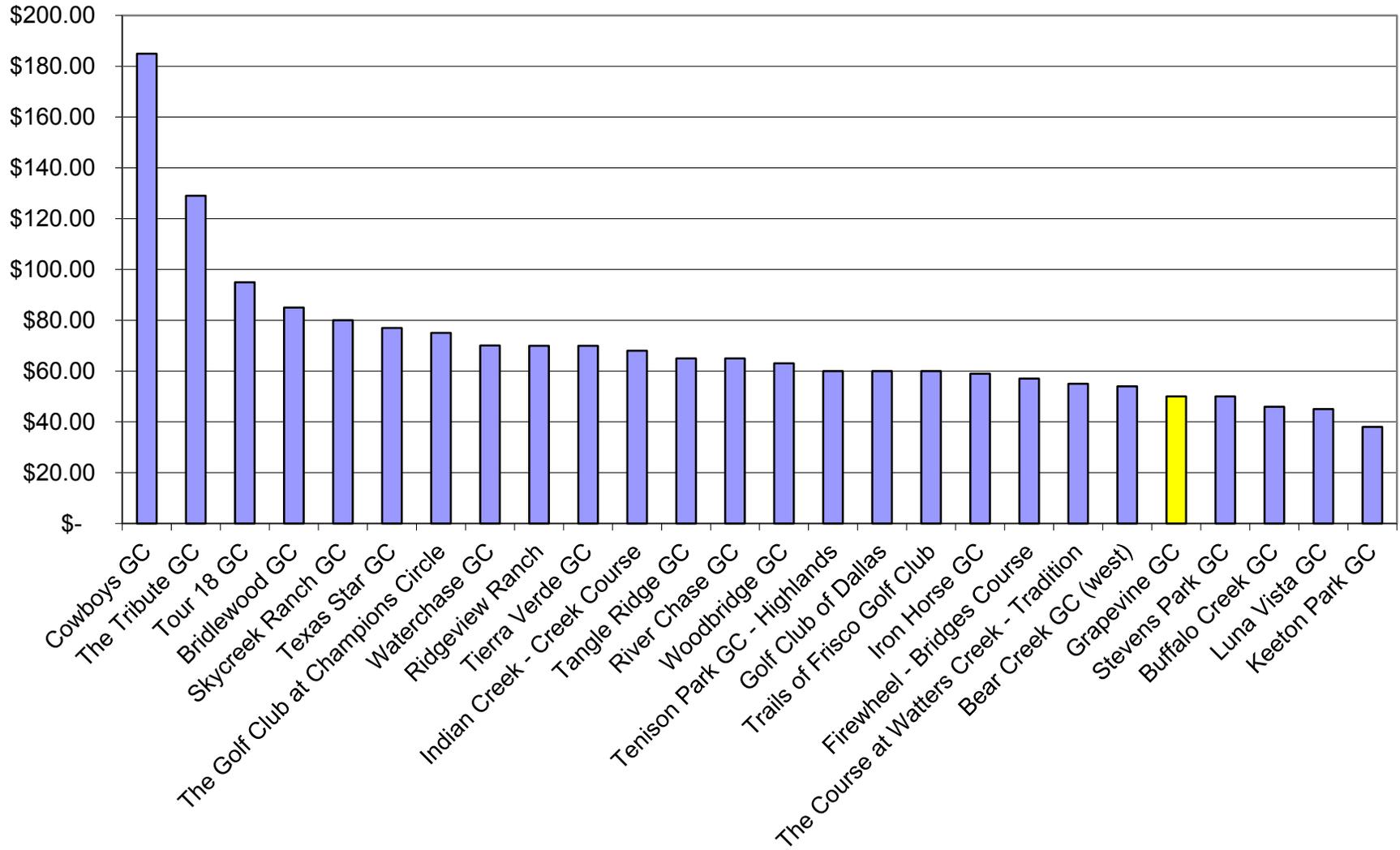
### Current Normal Weekday w/18cart



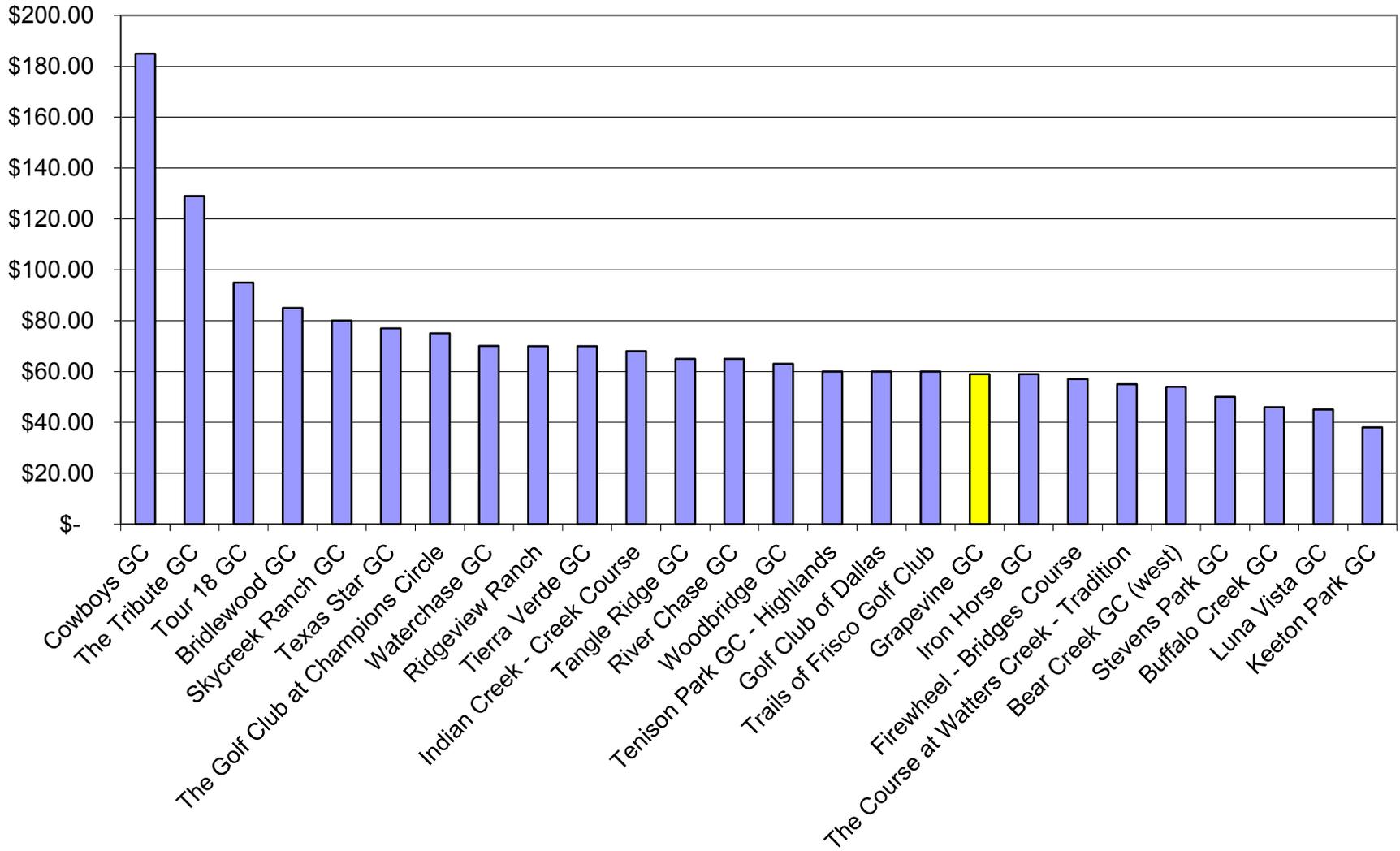
### Proposed Normal Weekday w/18cart



### Current Normal Weekend w/18cart



### Proposed Normal Weekend w/18cart



## 2016 PROPOSED COMMUNITY ORGANIZATION SUPPORT

*Each year the City supports various organizations that benefit the community in different ways or help to provide a service more efficiently than the City could on its own. The organizations on the list below have all been funded in past years, but are not included in the FY 16 line item budget; however, are listed here for your consideration separately.*

### Alliance for Children

**\$9,238**

Dedicated to the protection and healing of child abuse victims. It is the only Tarrant County non-profit organization involved directly in the protection from child abuse through coordinated and teamed investigations with law enforcement, CPS, Cook Children's Medical Center and the District Attorney's office.

### GRACE

**\$15,000**

GRACE is a local non-profit organization based in Grapevine that provides food, clothing, financial assistance, and other vital necessities to people who are struggling with a limited income or recent emergency. The philosophy of GRACE is that encouraging self-sufficiency will, in turn, encourage community cohesiveness. They offer, emergency assistance, a community medical clinic, transitional housing, seasonal programs and resale stores and donation centers.

### Grapevine Chamber of Commerce

**\$35,000**

The Chamber provides a medium through which people can take effective action for the progress of Grapevine. It helps create job opportunities through stimulation of industrial and commercial growth.

### Chamber Business Retention & Expansion Program

**\$12,000**

This program facilitates discussion between the business community and the Economic Development staff. This is done through well attended broker/ED breakfasts, business outreach visits, and the participation of the Chamber in State and national trade shows to assist the ED staff by staffing the show booth and selling Grapevine while City staff members meet with prospective businesses.

### Metroport Meals on Wheels

**\$12,000**

MMOW is a grassroots volunteer advocate for the elderly and those in need through home-delivered meals, senior center lunches, activity programs and other support services. Neighbors helping neighbors to alleviate hunger and isolation in our

communities and to foster the independence, worth and dignity of each individual they serve.

One Safe Place **\$10,000**

One Safe Place is a family justice center where more than a dozen agencies are providing comprehensive, integrated services to victims of domestic violence in one location. Grapevine Police Officers routinely refer victims of domestic violence to One Safe Place for services and legal assistance.

Rotary Flags Program **\$7,500**

The Grapevine Rotary Club organizes the placement and display of the US flags along Main Street during the appropriate holidays such as Memorial Day, Labor Day, President's Day, Fourth of July, etc. Over time, flags and poles must be replaced as needed.

CVB FUNDED COMMUNITY ORGANIZATIONS **\$35,000**

The CVB has funded various organizations in the past with Grants-in-Aid monies. The CVB Board votes for the organizations that will receive the proceeds.

*The groups that have been funded in the past are:*

- Chamber of Commerce - Christmas Parade
- Grapevine High School - Homecoming Parade
- Grapevine Garden Club
- Grapevine Historical Society
- Grapevine Runway Theater
- Oh Look! Performing Arts Center
- Tarrant Area Guild of Storytellers
- Italian Car Club of the Southwest

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FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GENERAL FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	12,394,958	11,961,680	12,918,230	12,918,230	14,177,037
<b>OPERATING REVENUE:</b>					
Ad Valorem Taxes	8,494,995	8,458,736	8,458,046	8,455,822	8,526,389
Sales Taxes	24,596,040	26,203,141	26,611,200	27,678,505	28,500,000
Mixed Beverage Taxes	1,158,625	1,566,664	1,615,000	1,662,639	1,695,892
Franchise Fees	6,618,333	6,785,151	6,350,000	7,260,016	6,679,719
Licenses & Permits	1,267,206	1,369,760	1,231,626	1,382,145	1,356,173
Charges for Services	8,986,686	8,577,552	9,265,167	9,454,471	9,780,653
Intergovernmental	100,284	83,062	86,482	81,302	86,482
Fines and Forfeitures	2,022,984	2,208,771	2,202,393	2,005,526	2,066,696
Miscellaneous	1,113,422	1,156,783	766,736	650,867	714,500
<b>Total Operating Revenue</b>	<b>54,358,575</b>	<b>56,409,620</b>	<b>56,586,650</b>	<b>58,631,293</b>	<b>59,406,504</b>
<b>TRANSFERS IN:</b>					
Admin. Fee - Utility Fund	1,271,724	1,595,766	1,814,731	1,814,731	1,850,976
Admin. Fee - CVB Fund	966,247	1,147,952	961,043	993,831	963,012
Admin. Fee - Golf Fund	198,896	110,340	118,125	118,125	114,000
Administrative Fee - SDUS Fund	91,668	104,008	104,206	104,206	105,029
Administrative Fee - Lake Parks Fund	0	167,524	159,375	159,375	121,050
Administrative Fee - 4B Fund	272,548	283,450	251,356	251,356	261,651
<b>Total Transfers In</b>	<b>2,801,083</b>	<b>3,460,226</b>	<b>3,408,836</b>	<b>3,441,624</b>	<b>3,415,718</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>57,159,658</b>	<b>59,869,846</b>	<b>59,995,486</b>	<b>62,072,917</b>	<b>62,822,222</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	25,529,272	26,375,937	27,601,731	27,303,588	29,075,349
Supplies	2,609,645	2,776,027	3,110,410	3,174,905	3,302,423
Maintenance	713,363	935,247	903,053	926,857	983,093
Services	8,872,413	9,667,751	9,626,990	10,555,221	10,148,499
Capital Outlay	358,102	106,780	105,808	77,472	62,000
Insurance	8,618,063	9,538,539	10,454,850	10,595,066	10,716,200
<b>Total Operating Expenditures</b>	<b>46,700,859</b>	<b>49,400,281</b>	<b>51,802,842</b>	<b>52,633,109</b>	<b>54,287,564</b>
<b>TRANSFERS OUT:</b>					
To Permanent Capital Maintenance	1,251,000	1,251,000	1,646,000	1,646,000	1,595,000
To Permanent Street Maintenance	1,558,000	1,558,000	1,633,000	1,633,000	1,684,000
To Capital Equipment Acquisition Fund	1,596,650	1,676,000	1,202,000	1,202,000	1,535,670
To Community Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
To Crime Control & Prevention District Fund	1,300,000	1,000,000	700,000	700,000	0
To Economic Development Fund	0	1,000,000	0	0	0
To Capital Improvement Projects Fund	2,169,886	0	0	0	0
To Convention & Visitors Fund	15,041	28,014	0	0	0
<b>Total Transfers Out</b>	<b>10,892,077</b>	<b>9,513,014</b>	<b>8,181,000</b>	<b>8,181,000</b>	<b>7,814,670</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>57,592,937</b>	<b>58,913,295</b>	<b>59,983,842</b>	<b>60,814,109</b>	<b>62,102,234</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>					
	(433,279)	956,550	11,644	1,258,807	719,988
<b>ENDING FUND BALANCE:</b>	<b>11,961,680</b>	<b>12,918,230</b>	<b>12,929,874</b>	<b>14,177,037</b>	<b>14,897,025</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>9,212,224</b>	<b>9,744,713</b>	<b>10,218,643</b>	<b>10,382,422</b>	<b>10,708,780</b>

\* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).

The FY 2015-16 projected Ending Fund Balance represents **27%** of total budgeted expenditures (100 days of operation).

**FY 2015-16 PROPOSED OPERATING BUDGET  
REVENUE DETAIL  
GENERAL FUND**

<u>Account Description</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
31100 General Property Tax - Current	8,397,706	8,406,554	8,368,046	8,429,935	8,466,389
31101 General Property Tax - Delinquent	30,645	16,337	45,000	3,991	30,000
31103 Penalty & Interest	66,644	35,845	45,000	21,896	30,000
<b>SUBTOTAL - AD VALOREM TAXES</b>	<b>8,494,995</b>	<b>8,458,736</b>	<b>8,458,046</b>	<b>8,455,822</b>	<b>8,526,389</b>
31204 Sales Tax (1%)	24,596,040	26,203,141	26,611,200	27,678,505	28,500,000
31306 Mixed Beverage Tax	1,158,625	1,566,664	1,615,000	1,662,639	1,695,892
<b>SUBTOTAL - SALES &amp; USE TAXES</b>	<b>25,754,665</b>	<b>27,769,805</b>	<b>28,226,200</b>	<b>29,341,144</b>	<b>30,195,892</b>
31410 Franchise Fee - Electric	3,714,686	3,645,524	3,700,000	4,537,016	3,702,000
31411 Franchise Fee - Telephone/ Access	652,546	665,929	550,000	550,000	650,000
31412 Franchise Fee - Gas Service	634,098	820,953	550,000	650,000	700,000
31413 Franchise Fee - Cable Television	868,612	912,059	750,000	800,000	850,000
31414 Franchise Fee - Refuse Collection	748,391	740,685	800,000	723,000	777,719
<b>SUBTOTAL - FRANCHISE FEES</b>	<b>6,618,333</b>	<b>6,785,151</b>	<b>6,350,000</b>	<b>7,260,016</b>	<b>6,679,719</b>
32115 Building Permits	828,258	889,148	800,000	950,000	900,000
32310 Plumbing Permits	66,836	70,354	65,000	63,836	65,000
32312 Mechanical Permits	82,719	79,995	65,000	65,823	75,000
32525 Electric Permits	67,290	66,791	65,000	58,000	65,000
32900 Trailer Park License Fee	696	696	696	696	696
32913 Coin-Operated Machine Permits	50	50	100	50	100
32914 Alcoholic Beverage Permits	50,830	53,320	55,320	52,000	56,377
32920 Solicitor Permits	2,080	5,885	1,510	3,140	2,000
32926 Contractor's Registration	75,125	81,145	75,000	70,600	75,000
32938 Drainage Inspection Fee	26,852	33,410	24,000	33,000	27,000
34331 Alarm Permit Fee	66,471	88,965	80,000	85,000	90,000
<b>SUBTOTAL - LICENSES &amp; PERMITS</b>	<b>1,267,206</b>	<b>1,369,760</b>	<b>1,231,626</b>	<b>1,382,145</b>	<b>1,356,173</b>
32940 Variance Request	1,500	2,100	2,000	1,500	2,000
32943 Certificate of Occupancy	15,209	15,460	17,000	13,000	15,500
32945 Zoning Request	23,625	35,100	30,000	33,750	30,000
32946 Site Plan Fees	6,438	3,913	2,500	6,000	3,000
34080 Platting & Publishing Fee	11,145	11,679	5,300	14,765	8,000
34110 Swimming Pool Fees	267,337	301,967	480,000	418,198	400,000
34140 Concessions-Parks & Rec.	12,531	18,786	8,500	17,000	20,000
34155 Ambulance Fee	1,485,697	1,382,233	1,766,000	1,200,000	1,362,000
34250 Engineering Inspection Fee	97,290	144,193	4,300	40,000	8,000
34300 Vital Statistics	92,963	91,704	79,111	92,000	91,500
34310 Athletic Fee	643,342	648,240	625,000	625,000	650,000
34311 Recreation Fees	453,858	367,045	400,000	480,000	800,000
34313 Field Use Charge	5,184	5,510	2,500	2,500	2,500
34316 Facility Use Charges	37,578	56,003	45,000	70,000	50,000
34317 Fleet Charges	822,801	740,922	736,612	736,612	520,138
34318 Insurance Charges	3,501,246	3,482,487	3,613,607	3,613,607	3,396,636
34319 Information Technology Charges	498,900	326,615	387,237	387,237	566,379
34320 Employee Insurance Contributions	621,543	604,291	650,000	600,000	650,000
34322 Retiree Ins. Contributions	175,778	165,413	175,000	172,500	175,000
34325 Rec/Admin Fees	182,916	124,420	205,500	900,000	1,000,000
39933 Mowing Charges	9,406	23,913	10,000	5,500	10,000
39936 Police/Insurance Report Copies	15,070	11,476	10,000	10,000	10,000
39937 Tree Sharing	5,320	14,055	10,000	15,292	10,000
<b>SUBTOTAL - CHARGES FOR SERVICES</b>	<b>8,986,686</b>	<b>8,577,552</b>	<b>9,265,167</b>	<b>9,454,471</b>	<b>9,780,653</b>

**FY 2015-16 PROPOSED OPERATING BUDGET  
REVENUE DETAIL  
GENERAL FUND**

<u>Account Description</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
33245 School Resource Officer/SRO	75,221	78,982	78,982	78,982	78,982
33251 Firefighter Services	4,890	4,080	7,500	2,320	7,500
39210 Intergovernmental Revenues	20,173	0	0	0	0
<b>SUBTOTAL - INTERGOV'TL REVENUE</b>	<b>100,284</b>	<b>83,062</b>	<b>86,482</b>	<b>81,302</b>	<b>86,482</b>
32905 Animal Impound Fee	7,333	13,105	8,000	9,000	8,000
35012 State Court Fine Collection Fee	90,300	94,181	97,850	90,000	95,000
35100 D/FW Parking	655	460	515	700	555
35102 D/FW All Other Fines	53,115	63,947	57,680	62,905	58,490
35104 D/FW Ordinance Fine	770	450	618	700	465
35120 Notice to Appear Fee/DFW	5,685	7,357	6,695	7,000	6,555
35122 DFW-Uniform Traffic Fee	2,667	3,171	3,090	3,064	2,897
35124 DFW-Child Safety Fee	40	35	41	60	35
35205 City Parking Fines	11,978	13,271	12,360	14,000	13,175
35207 City Fines - All Other	571,484	552,983	580,920	470,000	530,415
35209 City Ordinance Fine	8,814	12,457	10,300	11,000	9,710
35211 Judicial Efficiency	1,488	1,666	2,060	1,700	1,608
35212 Court Investigating Fee	9,394	9,772	9,785	8,715	9,177
35213 Motor Carrier Weight Violation	3,420	5,850	5,150	8,100	5,948
35219 City Notice to Appear Fee	73,938	76,043	77,250	70,000	71,385
35221 City-Uniform Traffic Fee	34,518	34,984	36,050	33,000	33,123
35223 City-Child Safety Fee	1,195	1,480	1,030	1,000	1,108
35224 City-Moving Violation Fee	126	128	144	120	100
35308 Reimbursement - Adult Probation	3,411	3,861	1,545	3,500	3,800
35316 Dismissal Fees	22,950	35,220	31,930	27,000	27,756
35317 Court Admin. Fee	938,464	1,051,297	1,050,000	950,000	963,867
35318 Driving Safety Course Fee	17,787	19,220	19,570	19,570	17,284
35325 School Crossing Guard Program	17,336	13,925	13,390	13,390	15,206
35329 Teen Court Fee	2,210	1,600	2,060	1,520	1,716
35501 D/FW Warrants	9,132	10,640	12,360	10,000	10,162
35506 City Warrants	88,963	107,923	103,000	111,607	102,759
35715 Library Fines	23,964	21,346	24,000	22,000	24,000
35716 False Alarm Fines	21,850	52,400	35,000	55,875	52,400
<b>SUBTOTAL - FINES &amp; FORFEITURES</b>	<b>2,022,984</b>	<b>2,208,771</b>	<b>2,202,393</b>	<b>2,005,526</b>	<b>2,066,696</b>
53200 Administrative Fee - Utility Fund	1,271,724	1,595,766	1,814,731	1,814,731	1,850,976
53115 Administrative Fee - CVB	966,247	1,147,952	961,043	993,831	963,012
53210 Administrative Fee - Golf Fund	198,896	110,340	118,125	118,125	114,000
53116 Administrative Fee - SDUS	91,668	104,008	104,206	104,206	105,029
53119 Administrative Fee - Lake Parks Fund	0	167,524	159,375	159,375	121,050
53122 Administrative Fee - 4B	272,548	283,450	251,356	251,356	261,651
<b>SUBTOTAL - TRANSFERS IN</b>	<b>2,801,083</b>	<b>3,460,226</b>	<b>3,408,836</b>	<b>3,441,624</b>	<b>3,415,718</b>
34326 Admin Fee / Off-Duty Security	24,740	20,251	20,000	20,000	20,000
39230 Interest Income from Investment	21,468	9,976	20,000	14,000	15,000
39260 Sale of Salvage	9,209	7,876	0	4,805	5,000
39710 Subrogation	168,798	267,482	174,236	57,000	100,000
39801 Insurance Reimbursement	145,539	156,653	100,000	100,000	125,000
39930 Copy Machine Charges	3,095	1,117	2,500	270	1,500
39931 Oil and Gas Lease	83,325	24,293	15,000	21,000	18,000
39932 Tower/Ground Comm. Lease	190,784	183,399	190,000	200,000	205,000
39951 Resale of Labor, Material, Service	50,358	40,706	50,000	25,551	30,000
39999 Miscellaneous Revenues	113,251	163,206	50,000	70,078	50,000
Fund 118 / 312 / 315 Revenue	308,592	274,491	145,000	138,566	145,000
<b>SUBTOTAL- MISC. REVENUE</b>	<b>1,113,422</b>	<b>1,156,783</b>	<b>766,736</b>	<b>650,867</b>	<b>714,500</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>57,159,658</b>	<b>59,869,846</b>	<b>59,995,486</b>	<b>62,072,917</b>	<b>62,822,222</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
101 - CITY MANAGER

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	702,983	739,247	706,476	720,088	741,797
Information Technology	1,218,892	1,391,943	1,470,081	1,443,650	1,590,024
Non-Departmental	1,975,671	2,160,826	1,735,102	2,202,738	1,614,017
Non-Departmental - Disaster Recovery	0	0	0	488,207	0
<b>Total</b>	<b>3,897,546</b>	<b>4,292,016</b>	<b>3,911,659</b>	<b>4,854,683</b>	<b>3,945,838</b>

<b><u>CITY MANAGER'S OFFICE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Development Manager	1	1	0	0	0
Executive Assistant	1	1	1	1	1
Administrative Secretary	0	0.5	0.5	0.5	0.5
Marketing Manager	0	0	1	1	1
IT Manager	1	1	1	1	1
Asst IT Mgr/Internet Svc Adm	1	1	1	1	1
Network Administrator II	1	1	1	1	1
Enterprise GIS Manager	0	1	1	1	1
IT Customer Service Coordinator	1	1	1	1	1
Network Administrator I	1	1	1	1	1
Lan/Wan Administrator	1	1	1	1	1
Sr. Lan/Wan Administrator	0	0	1	1	1
IT Technician	1	1	1	1	1
IT Technical Support Specialist	0	1	1	1	1
GIS Analyst	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.00</b>	<b>14.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>

<b><u>PART-TIME POSITIONS</u></b>					
IT Assistant	0.98	0.00	0.00	0.00	0.00
Secretary	0.63	0.00	0.00	0.00	0.00
Clerk Typist/Receptionist	0.60	0.00	0.00	0.00	0.00
IT Technical Support Specialist	0.00	0.60	0.60	0.60	0.60
GVU Internship Program	0.00	3.90	3.90	3.90	3.90
<b>TOTAL PART-TIME POSITIONS</b>	<b>2.21</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

<b>TOTAL CITY MANAGERS OFFICE</b>	<b>15.21</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
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**City Manager - Administration  
100-101-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	639,729	674,136	655,783	671,176	685,614
Supplies	16,523	20,597	16,700	15,100	17,200
Maintenance	0	0	0	0	0
Services	46,730	44,515	33,993	33,812	38,983
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>702,983</b>	<b>739,247</b>	<b>706,476</b>	<b>720,088</b>	<b>741,797</b>

**Objectives**

- Maintain the City's technological competitiveness and customer service orientation.
- Continue support of city facility development to accommodate city's growth.
- Continue efforts to coordinate TexRail project implementation.
- Develop and continue different ways to relevantly communicate city news and events.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Newsletters published	6	6	6	6	6
Average response time to citizen telephone and web page inquiries	8 day	4 day	1 day	1 day	1 day
E-news letters published	26	52	52	52	52
Electronic Media Subscribers	NA	NA	20,523	20,523	23,601

**City Manager - Administration  
100-101-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	469,319	502,224	503,678	506,000	527,721	5.08%	4.77%
41107 Salaries-Overtime	0	7	300	0	300	3959.54%	0.00%
41180 Salaries-P/T & Hourly	27,688	18,761	3,500	14,000	3,500	-81.34%	0.00%
41223 ICMA-RC	10,011	10,039	10,027	10,116	10,027	-0.12%	0.00%
41224 PARS Benefits	68	110	46	163	46	-58.30%	0.00%
41236 TMRS Benefits	97,861	104,241	101,945	104,735	106,260	1.94%	4.23%
41247 Medicare	7,650	8,006	7,916	8,039	8,280	3.42%	4.60%
41271 Salaries-Longevity	2,688	2,880	2,928	2,880	3,144	9.17%	7.38%
41273 Salaries-SLBB	9,016	9,094	9,243	9,243	10,136	11.46%	9.66%
41275 Car Allowance	15,429	17,164	16,200	16,000	16,200	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>639,729</b>	<b>674,136</b>	<b>655,783</b>	<b>671,176</b>	<b>685,614</b>	<b>1.70%</b>	<b>4.55%</b>
42200 Operating Supplies	15,934	18,343	16,200	14,500	16,700	-8.96%	3.09%
42261 Postage Charges	589	510	500	300	500	-1.92%	0.00%
42281 Apparatus and Tools	0	1,744	0	300	0	-100.00%	0.00%
<b>Supplies Subtotal</b>	<b>16,523</b>	<b>20,597</b>	<b>16,700</b>	<b>15,100</b>	<b>17,200</b>	<b>-16.49%</b>	<b>2.99%</b>
44505 Training, travel, dues	42,744	37,377	28,593	28,000	33,583	-10.15%	17.45%
44525 Utilities	3,981	5,164	5,000	5,312	5,000	-3.18%	0.00%
44540 Professional Services	6	1,973	0	500	0	-100.00%	-90.00%
44565 Advert, Publications, S	0	0	400	0	400	NA	0.00%
<b>Services Subtotal</b>	<b>46,730</b>	<b>44,515</b>	<b>33,993</b>	<b>33,812</b>	<b>38,983</b>	<b>-12.43%</b>	<b>14.68%</b>
<b>DIVISION TOTAL</b>	<b>702,983</b>	<b>739,247</b>	<b>706,476</b>	<b>720,088</b>	<b>741,797</b>	<b>0.34%</b>	<b>5.00%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>63,254</b>	<b>65,112</b>	<b>50,693</b>	<b>48,912</b>	<b>56,183</b>	<b>-13.71%</b>	<b>10.83%</b>

**Comments / Justification**

**42200 Operating Supplies**

**16,700**

Copies \$12,000; Office Supplies \$1,500; Floral Services \$1,200; Printing \$1,500; Camera accessories (flash for SLR and tripod for GoPro) \$500.

**44505 Training, Travel, Dues**

**33,583**

City Manager-TCMA Dues \$555; TCMA Conference \$1,700; ICSC Dues \$50; ICSC Conference \$2,500; ICMA Dues \$1,400; ICMA Conference \$2,000; NTCMA Dues \$65; Economic Development Travel \$5,000; Community Events \$1,000; NLF Dues \$100; Assistant City Manager -TCMA Dues \$384; TCMA Conference \$1,700; ICSC Dues \$50, ICSC Conference \$2,500; ICMA Dues \$1,024; ICMA Conference \$2,500; NTCMA Dues \$65; Economic Development Travel \$5,000; Community Events \$1,000. Marketing and Media Relations Manager - Government Social Media Conference (GSM) \$1,500; Texas Association of Municipal Information Officers Conference (TAMIO): \$1,300; City County Communication and Marketing Association Conference (3CMA) \$1,800, 3CMA membership \$390.

**44525 Utilities**

**5,000**

Phone service and cell phone charges.

**44565 Advert, Publications, Subscript**

**400**

NEW ACCT - 44565 Newspaper Subscriptions \$400.

**City Manager - Information Technology  
100-101-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	910,482	975,750	1,015,279	982,707	1,062,988
Supplies	44,544	43,415	34,000	37,920	52,150
Maintenance	23,438	54,882	82,900	54,300	101,900
Services	240,428	317,896	337,902	368,723	372,986
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,218,892</b>	<b>1,391,943</b>	<b>1,470,081</b>	<b>1,443,650</b>	<b>1,590,024</b>

**Objectives**

- Provide courteous customer service to our department end users.
- Provide technically competent project assistance to all City departments to help in their technical projects.
- Provide courteous professional customer service to all City departments.
- Maintain current network equipment and software keeping patch levels current.
- Provide a secure voice and data network with minimal downtime and good response times.
- Keep network equipment replaced on a consistent schedule.
- Keep infrastructure capacity ahead of increasing demands.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of computer and phone requests completed	NA	1,275	1,200	1,200	1,200
Number of hours spent assisting departments with their projects	NA	1,048	1,200	1,200	900
Number of computers receiving a software patch or service pack	NA	1,042	600	600	600
Number of GIS map requests completed	NA	NA	160	160	160
Number of desktop computers replaced or upgraded	NA	500	90	90	40
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers added	NA	150	100	100	100
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	NA	NA	30	30	20

**City Manager - Information Technology  
100-101-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	658,901	682,800	787,060	742,000	825,305	20.87%	4.86%
41107 Salaries-Overtime	15,027	20,937	12,000	21,217	12,000	-42.68%	0.00%
41180 Salaries-Pt. and Hourly	72,740	61,359	24,102	40,000	24,969	-59.31%	3.60%
41236 TMRS Benefits	138,547	145,806	161,216	152,335	168,123	15.31%	4.28%
41247 Medicare	10,787	11,109	12,207	11,441	12,790	15.13%	4.78%
41271 Salaries-Longevity	4,368	4,800	5,232	5,232	5,712	19.00%	9.17%
41273 Salaries-SLBB	9,952	10,249	13,462	10,482	14,089	37.46%	4.66%
<b>Personnel Services Subtotal</b>	<b>910,482</b>	<b>975,750</b>	<b>1,015,279</b>	<b>982,707</b>	<b>1,062,988</b>	<b>8.94%</b>	<b>4.70%</b>
42200 Operating Supplies	3,592	2,552	3,000	4,000	3,000	17.57%	0.00%
42210 Computer Equipment & !	0	0	26,000	25,000	40,000	NA	53.85%
42220 Clothing Supplies	2,492	1,984	1,500	2,010	2,000	0.81%	33.33%
42252 Educational & Rec.	594	432	0	660	2,000	362.92%	NA
42261 Postage Charges	25	20	0	250	150	645.90%	NA
42281 Apparatus and Tools	36,665	36,041	1,500	4,000	2,500	-93.06%	66.67%
42285 Motor Vehicle Fuel	1,176	2,386	2,000	2,000	2,500	4.80%	25.00%
<b>Supplies Subtotal</b>	<b>44,544</b>	<b>43,415</b>	<b>34,000</b>	<b>37,920</b>	<b>52,150</b>	<b>20.12%</b>	<b>53.38%</b>
43465 Misc. Equipment Maint.	23,438	54,882	82,900	54,300	101,900	85.67%	22.92%
<b>Maintenance Subtotal</b>	<b>23,438</b>	<b>54,882</b>	<b>82,900</b>	<b>54,300</b>	<b>101,900</b>	<b>85.67%</b>	<b>22.92%</b>
44500 IT Software License & M	0	156	270,825	250,000	263,909	NA	-2.55%
44505 Training, travel, dues	5,771	5,230	10,000	2,723	15,000	186.80%	50.00%
44525 Utilities	18,644	21,234	28,577	28,000	28,577	34.58%	0.00%
44540 Professional Services	215,954	291,222	28,500	88,000	65,500	-77.51%	129.82%
44573 Leases and Rentals	60	55	0	0	0	NA	NA
<b>Services Subtotal</b>	<b>240,428</b>	<b>317,896</b>	<b>337,902</b>	<b>368,723</b>	<b>372,986</b>	<b>17.33%</b>	<b>10.38%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>1,218,892</b>	<b>1,391,943</b>	<b>1,470,081</b>	<b>1,443,650</b>	<b>1,590,024</b>	<b>14.23%</b>	<b>8.16%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>307,235</b>	<b>413,807</b>	<b>452,802</b>	<b>458,943</b>	<b>524,536</b>	<b>26.76%</b>	<b>15.84%</b>

City Manager - Information Technology

100-101-2

Comments / Justification

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>3,000</b>
Data Processing Supplies, Office Supplies, Advertising, and Subscriptions.	
<b><u>42210</u></b> <b><u>Computer Equipment &amp; Supplies</u></b>	<b>40,000</b>
Computer Hardware & Replacement, Keyboards, Laptops, IPADs, Printer Supplies/Paper.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>2,000</b>
Uniforms.	
<b><u>42252</u></b> <b><u>Educational &amp; Rec.</u></b>	<b>2,000</b>
Educational & Recreational.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>150</b>
Postage.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>2,500</b>
Furniture, Small Equipment, Cabling, Racks.	
<b><u>43465</u></b> <b><u>Misc. Equipment Maint.</u></b>	<b>101,900</b>
Cisco maint, routers, servers, switches - \$31,900; Eaton UPS maint. Contract - \$15,000; EMC SANS - \$40,000; Meraki Firewall and AP maintenance - \$15,000.	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>263,909</b>
Deep Security - \$7,500; DLT Autocad - \$1,062; Faronics Deepfreeze - \$600; GFI Languard - \$3,000; Retain Archive - \$5,500; I Team (Library)- \$2,435; Ipswitch FTP - \$540; Laserfiche Annual Maint. - \$10,484; One Safe Place - \$36,000; Open NMS - \$6,000; Paessler - \$600; Roaring Penguin - \$700; Annual Maint. Novell - \$25,000; Sirsi Dynix (Library) - \$53,803; Splunk Annual Maint. - \$3,700; STW Powerhouse & Tools - \$5,885; Tenable Nessus - \$1,200; Trend Micro - \$9,000; Userscape - \$900; VM Ware - \$46,000; Wild Packets - \$11,000; Windows Licenses -\$7,000; Microsoft Hosted Exchange \$26,000.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>15,000</b>
Technical & Other Training, Travel, Food, and Dues.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>28,577</b>
Telephone (Local - Verizon & Ethernet Circuit Share - DIR), Cellular, and Other Utilities/Equipment.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>65,500</b>
Citywide Cabling - \$6,000; Doug Keys Services - \$20,000; SQL Consulting - \$9,500; Fiber Locating Services - \$15,000; IT Consulting services - \$15,000.	

**City Manager - Non-Departmental  
100-120-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	0	0	0	0	0
Supplies	72,088	53,015	70,000	65,000	70,758
Maintenance	239	6	8,000	3,000	8,000
Services	1,901,634	2,107,805	2,209,137	2,134,738	2,116,766
Capital Outlay	1,710	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,975,671</b>	<b>2,160,826</b>	<b>1,735,102</b>	<b>2,202,738</b>	<b>1,614,017</b>

**Objectives**

- Utilize technology to enhance communications with Grapevine citizens.
- Maintain strong legal services, consulting assistance, legislative support and communication systems throughout the organization.
- Increase exposure and participation in regional, state and national municipal organizations.
- Continue to pursue opportunities for community-based activities such as neighborhood meetings, information sharing and citywide functions.

**City Manager - Non-Departmental  
100-120-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
42200 Operating Supplies	54,916	38,871	42,000	40,000	42,758	10.00%	1.80%
42261 Postage Charges	17,172	10,336	28,000	25,000	28,000	170.90%	0.00%
42281 Apparatus and Tools	0	3,808	0		0	-100.00%	0.00%
<b>Supplies Subtotal</b>	<b>72,088</b>	<b>53,015</b>	<b>70,000</b>	<b>65,000</b>	<b>70,758</b>	<b>33.47%</b>	<b>1.08%</b>
43465 Misc. Equipment Maint.	239	6	8,000	3,000	8,000	NA	0.00%
<b>Maintenance Subtotal</b>	<b>239</b>	<b>6</b>	<b>8,000</b>	<b>3,000</b>	<b>8,000</b>	<b>NA</b>	<b>0.00%</b>
44500 IT Software Lic. & Maint Fe	0	0	16,944	10,000	11,217	NA	-33.80%
44505 Training, travel, dues	39,905	49,374	48,991	40,000	60,531	22.60%	23.56%
44525 Utilities	126,422	173,714	171,700	160,000	180,460	3.88%	5.10%
44535 Financial Service Fees	0	0	17,947	15,000	18,545	NA	3.33%
44540 Professional Services	471,399	538,146	588,817	570,000	595,013	10.57%	1.05%
44686 Community Distributions	66,968	108,449	89,738	89,738	1,000	-99.08%	-98.89%
44687 Chapter 380 Rebate	1,196,940	1,238,121	1,275,000	1,250,000	1,250,000	0.96%	-1.96%
44701 Salary Attrition			-552,035	0	-581,507		
<b>Services Subtotal</b>	<b>1,901,634</b>	<b>2,107,805</b>	<b>1,657,102</b>	<b>2,134,738</b>	<b>1,535,259</b>	<b>-27.16%</b>	<b>-7.35%</b>
<b>Capital Outlay Subtotal</b>	<b>1,710</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>1,975,671</b>	<b>2,160,826</b>	<b>1,735,102</b>	<b>2,202,738</b>	<b>1,614,017</b>	<b>-25.31%</b>	<b>-6.98%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>1,975,671</b>	<b>2,160,826</b>	<b>1,735,102</b>	<b>2,202,738</b>	<b>1,614,017</b>	<b>-25.31%</b>	<b>-6.98%</b>

**City Manager - Non-Departmental**

**100-120-1**

**Comments / Justification**

**42200 Operating Supplies** **42,758**

Newsletter printing \$21,000; Stationery Printing \$1,000; Miscellaneous Supplies \$4,000; Retirement watches \$1,000; Coffee Service \$15,000; GVU NGL supplies \$758.

**42261 Postage Charges** **28,000**

Newsletter postage fees \$27,000; PO Box \$1,000.

**43465 Misc. Equip Maint.** **8,000**

City Council Audiovisual System Improvements & Maintenance.

**44500 IT Software Lic. & Maint Fees** **11,217**

Website Hosting \$8,317; Better Impact \$2,900 volunteer management software.

**44505 Training, travel, dues** **60,531**

TCCFUI \$2,000; NCTCOG \$4,600; NLC \$3,389; NCTCOG Emergency preparedness Council \$4,000; TML \$5,242; Northeast Leadership Forum \$500; Code Red \$18,500; Atmos Cities Steering Committee \$2,100; Oncor Cities Steering Committee \$4,200; North Texas Commission \$3,500; Texas High Speed Rail project \$12,500.

**44525 Utilities** **180,460**

Verizon \$16,200; DIR Long Dist \$480; DIR SDC 3 Circuit \$52,800; AT&T Cell World \$240; Texas Excavation Dig Tess \$480; Hubbard Communications \$5,000; City Hall Phone System \$65,000; IP Cards and Phones \$19,100; Task Maint. Software \$6,000; three Verizon FIOS 150/150 and one 500/500 at REC \$14,800; Add 200 Numbers to PD and CH PRI \$360.

**44535 Financial Service Fees** **18,545**

Auditing Services \$11,045; PARS \$1,500; First Southwest \$6,000.

**44540 Professional Services** **595,013**

Newsletter Graphic Design and Mailing Service \$8,800; Telecom Consultant \$2,000; Legislative Services \$42,000; Employee United Way Campaign \$1,500; City Attorney \$350,000; ASCAP/BMI \$1,200; Citywide Internship Program \$150,000; Grapevine University Values and Next Generation Leaders Classes \$39,513.

**44686 Community Distributions** **1,000**

Miscellaneous Community Events \$1,000.

**44687 Chapter 380 Rebate** **1,250,000**

Henry Schein sales tax rebate [FY08 - \$1,008,211; FY09 - \$1,141,610; FY10 - \$1,153,781; FY11 - \$1,195,347; FY12 - \$1,251,561; FY13 - \$1,196,940; FY14 - \$1,238,121; FY15 Budget \$1,275,000].

**44701 Salary Attrition** **-581,507**

Represents 2% of personnel costs.

**City Manager - Non Departmental - Disaster Recovery  
100-120-9**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
41100 Salaries-Full Time				117,901	
41107 Salaries-Overtime				140,416	
41190 Salaries - Contract Labor				6,000	
41224 PARS Benefits				20	
41236 TMRS Benefits				51,223	
41247 Medicare				3,647	
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>319,207</b>	<b>0</b>
42200 Operating Supplies				15,000	
42281 Apparatus and Tools				2,000	
<b>Supplies Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,000</b>	<b>0</b>
43355 Recreation Facilities				2,000	
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>0</b>
44540 Professional Services				120,000	
44573 Leases and Rentals				30,000	
<b>Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>0</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
54170 Trans. to CIP Fund					
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DIVISION TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>488,207</b>	<b>0</b>

**Mayor & Council  
100-102-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	83,970	93,384	90,182	88,650	90,765
Supplies	18,665	19,961	16,300	14,150	16,150
Maintenance	0	0	0	0	0
Services	18,390	72,082	35,800	24,200	34,800
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>121,025</b>	<b>185,426</b>	<b>142,282</b>	<b>127,000</b>	<b>141,715</b>

**Objectives**

- Continue to conduct timely and efficient public meetings.
- Continue to strengthen communications with staff, boards and commissions, volunteers and citizens.
- Continue to facilitate positive relations with neighboring communities and other governmental entities.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of public hearings	53	72	55	55	59
Number of ordinances	73	89	60	60	70
Number of resolutions	114	89	90	90	89
Number of agenda items	566	553	500	500	529

<b><u>MAYOR AND COUNCIL</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Mayor	1	1	1	1	1
Council	6	6	6	6	6
<b>TOTAL POSITIONS</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Mayor & Council  
100-102-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	19,400	21,572	20,245	20,850	20,650	-4.27%	2.00%
41224 PARS Benefits	268	341	274	450	421	23.42%	53.65%
41247 Medicare	4,171	4,575	6,389	4,200	6,420	40.34%	0.49%
41282 Expense Allowance	60,131	66,896	63,274	63,150	63,274	-5.41%	0.00%
<b>Personnel Services Subtotal</b>	<b>83,970</b>	<b>93,384</b>	<b>90,182</b>	<b>88,650</b>	<b>90,765</b>	<b>-2.80%</b>	<b>0.65%</b>
42200 Operating Supplies	17,869	19,827	16,000	14,000	16,000	-19.30%	0.00%
42261 Postage Charges	232	128	300	150	150	17.26%	-50.00%
<b>Supplies Subtotal</b>	<b>18,665</b>	<b>19,961</b>	<b>16,300</b>	<b>14,150</b>	<b>16,150</b>	<b>-19.09%</b>	<b>-0.92%</b>
44505 Training, travel, dues	16,070	8,277	19,600	8,000	18,600	124.72%	-5.10%
44540 Professional Services	2,320	63,805	16,200	16,200	16,200	-74.61%	0.00%
<b>Services Subtotal</b>	<b>18,390</b>	<b>72,082</b>	<b>35,800</b>	<b>24,200</b>	<b>34,800</b>	<b>-51.72%</b>	<b>-2.79%</b>
<b>DIVISION TOTAL</b>	<b>121,025</b>	<b>185,426</b>	<b>142,282</b>	<b>127,000</b>	<b>141,715</b>	<b>-23.57%</b>	<b>-0.40%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>37,055</b>	<b>92,043</b>	<b>52,100</b>	<b>38,350</b>	<b>50,950</b>	<b>-44.65%</b>	<b>-2.21%</b>

**Comments / Justification**

**42200 Operating Supplies**

**16,000**

Council meals and agenda printing.

**44505 Training, travel, dues**

**18,600**

TML \$2,000; Sister City Travel \$2,000; NLC \$2,500; Women's Division Event \$600; Northeast Leadership Forum \$200; Economic Development Travel \$5,000; Texas Wine Tribute \$1,500; Historic Preservation Conference \$2,000; GRACE Gala \$800; NTC Function \$1,000; TML Continuing Education \$1,000.

**44540 Professional Services**

**16,200**

Council meeting video monthly service charge \$1,350 for 12 months.

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
103 - CITY SECRETARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	292,988	300,539	317,985	270,308	301,126
Supplies	21,615	13,248	21,120	13,917	17,639
Maintenance	0	0	0	0	0
Services	55,504	45,506	34,207	20,734	32,719
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
	<b>370,106</b>	<b>359,293</b>	<b>373,312</b>	<b>304,959</b>	<b>351,484</b>

<b><u>CITY SECRETARY</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
City Secretary	1	1	1	1	1
Assistant City Secretary/Records Manager	1	1	1	1	1
Vital Records Specialist	1	1	1	1	1
Secretary	1	1	1	1	1
<b>TOTAL CITY SECRETARY POSITIONS</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

**City Secretary's Office  
100-103-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	292,988	300,539	317,985	270,308	301,126
Supplies	21,615	13,248	21,120	13,917	17,639
Maintenance	0	0	0	0	0
Services	55,504	45,506	34,207	20,734	32,719
<b>Total</b>	<b>370,106</b>	<b>359,293</b>	<b>373,312</b>	<b>304,959</b>	<b>351,484</b>

**Objectives**

- Conduct City elections in compliance with the City Charter and State law.
- Process accurate City Council actions in a timely manner.
- Maintain accurate birth and death records for Grapevine.
- Respond to customer requests/inquiries in a timely manner.
- Maintain accurate, easily accessible City records in compliance with adopted record retention schedules and administrative policies.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Post-Council meeting documents:					
- Ordinance/Resolution (2 days)	175	163	150	150	160
- Minutes transcribed (2 days)	72	57	29	29	38
- Documents scanned (5 days)	306	293	360	360	278
- Required legal captions published	47	60	60	60	55
Customer Inquiries annually:	11,208	12,349	12,800	12,800	12,153
Open records average process time:					
- Public information (5 days)	349	389	350	350	369
- Birth records					
Newborns/mail (5 days)	3,675	4,025	0	0	0
Walk-in (<1/2 hour)	682	357	0	0	0
- Birth records					
Long form-Walk-in/mail (1 day)	0		3500	3500	4,485
Short form-Walk-in (<1/2 hour)	682		300	300	388
- Death records (<1/2 hour)	927	702	500	500	588
Records management:					
- Manpower hours	299	125.5	125	125	134
- Scan prior year's vital records	100%	100%	100%	100%	100%
- Amount of records eligible for destruction and destroyed by end of the 3rd quarter	339.6 CF	363 CF	500 CF	500 CF	272 CF

**City Secretary's Office  
100-103-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	233,050	240,676	250,396	216,000	236,597	-1.69%	-5.51%
41107 Salaries-Overtime	358	0	627	0	627	NA	0.00%
41180 Salaries-Pt. and Hourly	3,415	548	3,000	0	3,000	447.46%	0.00%
41224 PARS Benefits	44	7	39	0	39	447.75%	0.00%
41236 TMRS Benefits	44,875	47,332	50,233	42,000	47,139	-0.41%	-6.16%
41247 Medicare	2,119	2,162	2,396	2,300	3,630	67.87%	51.50%
41271 Salaries-Longevity	2,016	2,160	2,304	2,508	1,344	-37.78%	-41.67%
41273 Salaries-SLBB	3,111	3,204	4,790	3,300	4,550	42.01%	-5.01%
41275 Car Allowance	4,000	4,450	4,200	4,200	4,200	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>292,988</b>	<b>300,539</b>	<b>317,985</b>	<b>270,308</b>	<b>301,126</b>	<b>0.20%</b>	<b>-5.30%</b>
42200 Operating Supplies	12,096	11,153	18,820	12,483	15,739	41.12%	-16.37%
42261 Postage Charges	2,281	2,096	2,300	1,434	1,900	-9.33%	-17.39%
42281 Apparatus and Tools	7,238	0	0	0	0	0.00%	0.00%
<b>Supplies Subtotal</b>	<b>21,615</b>	<b>13,248</b>	<b>21,120</b>	<b>13,917</b>	<b>17,639</b>	<b>33.14%</b>	<b>-16.48%</b>
44505 Training, travel, dues	3,096	2,807	3,224	3,543	5,455	94.31%	69.20%
44525 Utilities	1,245	1,427	1,452	1,477	1,452	1.75%	0.00%
44535 Financial Service Fees	0	0	0	714	1,100	NA	NA
44540 Professional Services	51,163	41,272	29,531	15,000	24,712	-40.12%	-16.32%
<b>Services Subtotal</b>	<b>55,504</b>	<b>45,506</b>	<b>34,207</b>	<b>20,734</b>	<b>32,719</b>	<b>-28.10%</b>	<b>-4.35%</b>
<b>DIVISION TOTAL</b>	<b>370,106</b>	<b>359,293</b>	<b>373,312</b>	<b>304,959</b>	<b>351,484</b>	<b>-2.17%</b>	<b>-5.85%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>77,119</b>	<b>58,754</b>	<b>55,327</b>	<b>34,651</b>	<b>50,358</b>	<b>-14.29%</b>	<b>-8.98%</b>

**Comments / Justification**

**42200 Operating Supplies** 15,739

Office Supplies - general office supplies, ordinance and minute books & paper \$3,905; Advertising - budget notices, ordinance captions and miscellaneous notices \$6,539; Copy Charges \$2,640; Printing - letterhead, envelopes, business cards and mailing labels \$2,655.

**42261 Postage Charges** 1,900

Mailing of vital statistics records and open records requests.

**44505 Training, travel, dues** 5,455

TMCA Election Seminar - Frisco, CS \$280; 2 TMCA Seminars - CS \$1,230; TMCA Tests \$75; E-Records Conference - Austin, CS \$350; ARMA Seminar - ACS \$155; Laserfiche Conference - California, ACS \$1,970; 2 Laserfiche CCP Classes - ACS \$200; NTMC and ARMA Luncheons - CS, ACS \$180; Mileage \$80; NTMCA Dues - CS, ACS \$60; TMCA Dues - CS \$90; ARMA Dues - CS, ACS \$410; IIMC Dues - CS \$175; ICRM Dues \$200.

**44525 Utilities** 1,452

Monthly telephone and cell charges.

**44535 Financial Service Fees** 1,100

Bank and credit card charges \$1,100.

**44540 Professional Services** 24,712

City Officers Election for Place 3 and 4 \$8,716; Runoff Election \$6,000; Code book supplements and internet services \$7,586; Records Destruction \$2,260; Document Filing \$150.

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
104 - HUMAN RESOURCES

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	510,701	513,644	541,594	517,714	554,852
Supplies	13,610	16,563	20,705	16,814	25,161
Maintenance	0	0	0	0	0
Services	101,338	126,143	108,941	162,093	123,999
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
	<b>625,648</b>	<b>656,349</b>	<b>671,240</b>	<b>696,621</b>	<b>704,012</b>

<b><u>HUMAN RESOURCES</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Human Resources Director	1	1	1	1	1
Human Resources Analyst II	1	1	1	1	1
Human Resources Analyst I	1	1	1	1	1
Human Resources Coordinator	1	1	1	1	1
Human Resources Specialist	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

<b><u>PART-TIME POSITIONS</u></b>					
Human Resources Assistant - PT	0.47	0.47	0.47	0.47	0.47
Clerk Typist/Receptionist and A/P/ Clerk	0.10	0.10	0.10	0.10	0.10
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.57</b>	<b>0.57</b>	<b>0.57</b>	<b>0.57</b>	<b>0.57</b>

<b>TOTAL CITY SECRETARY POSITIONS</b>	<b>5.57</b>	<b>5.57</b>	<b>5.57</b>	<b>5.57</b>	<b>5.57</b>
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**Human Resources  
100-104-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	510,701	513,644	541,594	517,714	554,852
Supplies	13,610	16,563	20,705	16,814	25,161
Maintenance	0	0	0	0	0
Services	101,338	126,143	108,941	162,093	123,999
<b>Total</b>	<b>625,648</b>	<b>656,349</b>	<b>671,240</b>	<b>696,621</b>	<b>704,012</b>

**Objectives**

- Advise, counsel and train supervisors on leadership skills, policy interpretation and disciplinary issues so that unemployment claims result from less than 10% of all terminations, employment-related lawsuits result from less than 1% of all terminations, and full-time employee turnover remains below 10%.
- Advertise each full-time vacancy through a minimum of 4 different sources to obtain a diverse application pool of at least 30 candidates on average for the hiring department to select from.
- Provide annual, mandatory training to all new employees on the City's Business Culture Guiding Values and Sexual Harassment prevention.
- Conduct new employee orientation to assimilate new employees into the organization successfully and quickly. New employee orientation will be scheduled no later than the third week of employment, on average, with the City.
- Annually survey approximately 40 of Grapevine's benchmark jobs with other Metroplex area cities to maintain competitive salaries, at least at the 50th percentile of the Metroplex market.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Training contacts made with employees/supervisors	175/93	271/167	160/100	160/100	220/140
Applications received annually	14,727	15,300	15,500	15,500	19,000
# of full/part-time new hires processed	36/147	44/136	50/150	50/150	45/125
# of promotions/transfers	24/5	24/3	30/6	30/6	25/20
# of full/part-time resignations/terms processed	38/152	57/132	40/85	40/85	45/115
Orientations held within 3 weeks of hire	95%	80%	80%	80%	80%
Payroll/benefit transactions performed	1,460	1,567	2,000	2,000	2,000
Employee turnover (full-time only)	7.10%	11.51%	8.50%	8.50%	9.10%
Full-time employees per 100 citizens	1.117	1.124	1.150	1.150	1.150
Personnel employees per 100 employees	1.000	0.980	0.940	0.940	0.900
Employees tracked on leave (FMLA, SL Pool, Personal Leave) or on Modified Duty	236	186	250	250	190

**Human Resources  
100-104-1**

<b><u>Expenditure Detail</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	388,967	398,338	404,989	395,000	418,078	4.96%	3.23%
41107 Salaries-Overtime	0	0	130	7	130	NA	0.00%
41180 Salaries-Pt. and Hourly	11,629	9,542	20,014	11,600	20,350	113.27%	1.68%
41224 PARS Benefits	14	105	42	127	265	153.25%	530.95%
41236 TMRS Benefits	74,266	77,954	83,532	80,000	82,511	5.85%	-1.22%
41247 Medicare	6,564	6,363	6,372	6,000	6,572	3.28%	3.14%
41260 Unemployment Comp.	16,769	7,104	12,250	10,727	12,250	72.43%	0.00%
41271 Salaries-Longevity	2,736	2,976	3,072	3,072	3,264	9.68%	6.25%
41273 Salaries-SLBB	5,708	6,811	6,993	6,981	7,232	6.18%	3.42%
41275 Car Allowance	4,000	4,450	4,200	4,200	4,200	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>510,701</b>	<b>513,644</b>	<b>541,594</b>	<b>517,714</b>	<b>554,852</b>	<b>8.02%</b>	<b>2.45%</b>
42200 Operating Supplies	12,896	15,921	18,755	16,000	23,061	44.85%	22.96%
42210 Computer Equipment & S	0	0	1,000	213	1,500	NA	50.00%
42261 Postage Charges	714	642	700	601	600	-6.54%	-14.29%
42281 Apparatus and Tools	0	0	250	0	0	0.00%	-100.00%
<b>Supplies Subtotal</b>	<b>13,610</b>	<b>16,563</b>	<b>20,705</b>	<b>16,814</b>	<b>25,161</b>	<b>51.91%</b>	<b>21.52%</b>
44500 IT Software License & M	0	0	12,100	29,270	10,320	NA	-14.71%
44505 Training, travel, dues	2,305	5,484	3,977	3,627	4,930	-10.10%	23.96%
44513 Tuition Reimbursement	15,501	19,838	15,000	32,000	20,000	0.82%	33.33%
44525 Utilities	1,217	1,370	1,500	1,200	1,500	9.49%	0.00%
44540 Professional Services	82,315	99,451	72,787	95,000	83,992	-15.54%	15.39%
44565 Advert, Publications, Sub:	0	0	3,577	996	3,257	NA	-8.95%
<b>Services Subtotal</b>	<b>101,338</b>	<b>126,143</b>	<b>108,941</b>	<b>162,093</b>	<b>123,999</b>	<b>-1.70%</b>	<b>13.82%</b>
<b>DIVISION TOTAL</b>	<b>625,648</b>	<b>656,349</b>	<b>671,240</b>	<b>696,621</b>	<b>704,012</b>	<b>7.26%</b>	<b>4.88%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>114,947</b>	<b>142,706</b>	<b>129,646</b>	<b>178,907</b>	<b>149,160</b>	<b>4.52%</b>	<b>15.05%</b>

**Human Resources**  
**100-104-1**  
**Comments / Justification**

**42200 Operating Supplies** **23,061**  
Printing: Forms, training, and policy handouts \$2,155; Copies: \$10,174; Service Pins \$2,800; Office Supplies \$7,932.

**42210 Computer Equipment & Supplies** **1,500**  
Cartridges and printer supplies \$500; replace one computer \$1,000.

**42261 Postage Charges** **600**  
Based on historical usage. Medical certification forms for employees using Family and Medical Leave (FMLA) must be mailed to their home address within a short time frame.

**44500 IT Software License & Maint Fees** **10,320**  
Sage and ABRA software maintenance agreement \$4,100; Neogov online application system annual license \$6,220.

**44505 Training, travel, dues** **4,930**  
Analyst I: TX SHRM conference in Ft. Worth \$935; FWHRA Seminar in Ft. Worth \$325; Analyst II: Employment Law Update \$345; Compensation \$400; HR Coordinator: FMLA Update \$325; Wage & Hour \$350; Employment Law Update \$345; Director TMHRA annual conference \$765; NTCA monthly meetings \$330; Dues: SHRM \$190; NTCA \$200; FWHRA \$100; TMHRA \$75; WAW - Formerly American Compensation Assoc. \$245.

**44525 Utilities** **1,500**  
Based on historical usage.

**44540 Professional Services** **83,992**  
Background checks on finalists \$11,398; court reporter/transcriptionist for disciplinary/termination hearings \$2,200; fire applicant testing \$1,000; external sources for City-wide training \$9,878; Employee/applicant/return to work physicals and drug screen collections \$30,446; Drug screen testing and medical review officer services \$10,070; employee holiday party \$18,000; Spanish translation of performance evaluations and selected HR policies \$1,000.

**44565 Advert, Publications, Subscript** **3,257**  
Advertising \$2,561; subscriptions: FMLA Handbook \$540; DOT Drug and Alcohol Compliance Manual \$156.

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
105 - FISCAL SERVICES

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	428,890	502,695	523,249	549,019	511,259
Accounting	823,561	855,201	961,303	900,241	1,016,278
Purchasing	282,770	264,337	273,725	278,717	284,764
Human Resources	625,648	656,349	671,240	0	0
Municipal Court	638,532	622,184	717,926	703,679	682,846
Risk Management	9,051,118	9,938,764	10,876,723	10,946,797	11,051,649
<b>Total</b>	<b>11,850,521</b>	<b>12,839,530</b>	<b>14,024,166</b>	<b>13,378,453</b>	<b>13,546,796</b>

<b>FULL-TIME POSITIONS</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
Administrative Services Director	1	1	0	0	0
Chief Financial Officer	0	0	1	1	1
Controller	1	1	1	1	1
Managing Director of Financial Services	0	1	1	1	1
Management Services Director	0	1	1	1	1
Budget Manager	1	0	0	0	0
Financial Analyst	1	1	1	1	1
GHA Executive Director **	1	1	1	1	1
Administrative Service Coordinator	1	1	1	1	1
Accountant	0	0	0	0	0
Internal Auditor	1	0	0	0	0
Payroll Administrator	1	1	1	1	1
Accountant III	0	2	0	0	0
Accounting Manager	0	0	1.5	1.5	1.5
Sr. Accountant	2	0	1	1	1
Accounting Technician	1	1	1	1	1
Purchasing Agent	1	1	1	1	1
Purchasing Coordinator	1	1	1	1	1
Sr. Warehouse Worker	1	1	1	1	1
Acct Payable Clerk	0.5	0.5	0.5	0.5	0.5
Municipal Court Manager	1	1	1	1	1
Municipal Court Supervisor	1	1	1	1	1
Municipal Court Clerk	3	4	4	4	4
Cashier	1	0	0	0	0
Clerk Typist	1	1	1	1	1
Municipal Court Judge	1	1	1	1	1
Risk Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Risk Secretary	0	0	0	1	1
Risk / Wellness Coordinator	1	0	0	0	0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>30.50</b>	<b>29.50</b>	<b>25.00</b>	<b>26.00</b>	<b>26.00</b>

<b>PART-TIME POSITIONS</b>					
Budget Assistant	0.085	0.085	0.085	0.085	0.085
Director of Property and Casualty Projects	0.000	0.480	0.480	0.000	0.000
Risk / Wellness Coordinator	0.000	0.520	0.520	0.000	0.000
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.705</b>	<b>1.655</b>	<b>1.085</b>	<b>0.085</b>	<b>0.085</b>

<b>TOTAL FISCAL SERVICES</b>	<b>31.205</b>	<b>31.155</b>	<b>26.085</b>	<b>26.085</b>	<b>26.085</b>
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\*\* Position funded from Grapevine Housing Authority Fund, which is reimbursed by the federal government (HUD).

**Fiscal Services - Administration  
100-105-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	399,546	468,470	480,549	515,519	467,459
Supplies	19,386	24,603	24,800	23,300	25,800
Maintenance	0	0	0	0	0
Services	9,958	9,623	17,900	10,200	18,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>428,890</b>	<b>502,695</b>	<b>523,249</b>	<b>549,019</b>	<b>511,259</b>

**Objectives**

- Facilitate a positive customer service attitude for both internal and external City services.
- Facilitate effective support of operational department activities.
- To oversee effective financial and administrative control systems.
- Publish the Annual Operating Budget and Capital Improvements Plan.
- Publish and maintain timely and accurate financial data online via the City's website.
- Implement and enhance employee health insurance training programs.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Budget Amendment Requests processed	167	138	180	180	180
Wire transfers verified	75	93	80	80	80
Purchasing requisitions reviewed and approved	244	235	250	250	250
Council agenda memos reviewed and approved	147	160	180	180	180
Financial status reports completed	10	9	9	9	9

**Fiscal Services - Administration  
100-105-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	312,879	371,821	384,130	412,000	375,644	1.03%	-2.21%
41180 Salaries-P/T & Hourly	9,850	6,216	2,288	1,000	2,288	-63.19%	0.00%
41224 PARS Benefits	128	94	30	15	30	-68.05%	0.00%
41236 TMRS Benefits	60,044	72,404	75,933	84,000	73,562	1.60%	-3.12%
41247 Medicare	4,792	5,620	5,782	6,044	5,629	0.16%	-2.65%
41271 Salaries-Longevity	1,680	1,824	1,968	2,098	1,824	0.00%	-7.32%
41273 Salaries-SLBB	6,011	6,041	6,218	6,162	4,282	-29.12%	-31.14%
41275 Car Allowance	4,000	4,450	4,200	4,200	4,200	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>399,546</b>	<b>468,470</b>	<b>480,549</b>	<b>515,519</b>	<b>467,459</b>	<b>-0.22%</b>	<b>-2.72%</b>
42200 Operating Supplies	10,417	19,411	17,000	19,300	18,000	-7.27%	5.88%
42220 Clothing Supplies	0	216	300	250	300	39.21%	0.00%
42261 Postage Charges	4,426	3,554	6,500	3,500	6,500	82.88%	0.00%
42281 Apparatus and Tools	4,543	1,422	1,000	250	1,000	-29.67%	0.00%
<b>Supplies Subtotal</b>	<b>19,386</b>	<b>24,603</b>	<b>24,800</b>	<b>23,300</b>	<b>25,800</b>	<b>4.87%</b>	<b>4.03%</b>
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
44505 Training, travel, dues	3,371	2,729	10,400	2,200	10,000	266.41%	-3.85%
44525 Utilities	6,292	6,894	6,500	8,000	7,000	1.54%	7.69%
44540 Professional Services	295	0	1,000	0	1,000	NA	0.00%
<b>Services Subtotal</b>	<b>9,958</b>	<b>9,623</b>	<b>17,900</b>	<b>10,200</b>	<b>18,000</b>	<b>87.05%</b>	<b>0.56%</b>
<b>DIVISION TOTAL</b>	<b>428,890</b>	<b>502,695</b>	<b>523,249</b>	<b>549,019</b>	<b>511,259</b>	<b>1.70%</b>	<b>-2.29%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>29,344</b>	<b>34,226</b>	<b>42,700</b>	<b>33,500</b>	<b>43,800</b>	<b>27.97%</b>	<b>2.58%</b>

**Comments / Justification**

**42200 Operating Supplies** **18,000**  
Budget prep printing \$2,500; professional publications \$500; miscellaneous office supplies \$15,000.

**42281 Apparatus and Tools** **1,000**  
Height-adjustable standing desk \$325; iPad for Financial Analyst \$675.

**44505 Training, travel, dues** **10,000**  
Travel: Admin Svcs Dir: TML \$1,000; Investment Training \$1,000; Insurance Mtgs \$1,000; Bond Buyers Conf. \$1,200; Mgmt Svcs Dir: GFOAT \$1,000; GTOT \$900; PFIA Cert. \$200; Financial Analyst: GFOAT - Fall \$1,000; GFOAT - Spring \$1,000; GTOT - Winter \$900; Memberships: Admin Svcs Dir: Tx EDC \$150; AMEX \$75. Mgmt Svcs Dir: GFOAT \$175; GTOT \$75; Financial Analyst: GFOAT \$175; GTOT \$75; Mileage \$75.

**44525 Utilities** **7,000**  
Director's cell phone \$50/mo. (\$600); Telephone system and long distance charges \$500/mo. (\$6,000). Cellular card for iPad \$30/mo. (\$360); misc \$40. Increased to reflect actual charges.

**44540 Professional Services** **1,000**  
GFOA Distinguished Budget Award Program application fee \$600; GTOT Investment Policy Certification Program application fee \$400.

**Fiscal Services - Accounting  
100-105-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	521,768	542,346	604,379	534,041	629,714
Supplies	19,250	19,556	19,900	13,340	20,600
Maintenance	0	0	0	0	0
Services	282,543	293,299	337,024	352,860	365,964
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>823,561</b>	<b>855,201</b>	<b>961,303</b>	<b>900,241</b>	<b>1,016,278</b>

**Objectives**

- Continue to meet payroll and account payable production with minimal rework and corrections. Staying current on federal and IRS guidelines and apply these standards to the City's accounting system.
- Coordination and assistance to external auditors and final the audit in a manner with prior year's production and workpaper preparations for external auditors.
- Control the disbursement of City funds by monitoring vendor payments to ensure discounts; processing check runs and promoting direct deposit of payroll.
- Ensure adequate internal controls of City assets by reconciling bank and trust statements monthly, and ensure compliance with standards and procedures established by City Charter, City Council and City Manager.
- Review and monitor the budgeted spending in Departments and ensure that they are consistent with City Manager's guidelines on spending and budget management and are in compliance with State, Federal laws and bond guidelines.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of Payroll Checks	20,117	20,400	20,600	20,600	20,900
Number of Accounts Payable Checks Annually/ACH	10,766	11,712	12,000	12,000	13,800

**Fiscal Services - Accounting  
100-105-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	419,885	435,062	486,188	430,000	508,505	16.88%	4.59%
41107 Salaries-Overtime	2,907	264	3,380	1,000	3,380	1179.77%	0.00%
41180 Salaries-Pt. and Hourly	5,702	8,889	1,000	1,000	1,000	-88.75%	0.00%
41224 PARS Benefits	74	99	13	50	13	-86.89%	0.00%
41236 TMRS Benefits	79,613	83,785	95,806	85,000	99,434	18.68%	3.79%
41247 Medicare	6,089	6,340	7,268	7,000	7,579	19.54%	4.28%
41271 Salaries-Longevity	2,240	2,328	2,592	2,716	2,736	17.53%	5.56%
41273 Salaries-SLBB	5,258	5,578	8,132	7,275	7,067	26.69%	-13.10%
<b>Personnel Services Subtotal</b>	<b>521,768</b>	<b>542,346</b>	<b>604,379</b>	<b>534,041</b>	<b>629,714</b>	<b>16.11%</b>	<b>4.19%</b>
42200 Operating Supplies	16,922	8,550	14,200	10,000	13,100	53.22%	-7.75%
42210 Computer Equip & Supplies	0	0	2,400	0	3,200	NA	33.33%
42261 Postage Charges	133	17	300	1,240	1,300	7778.79%	333.33%
42281 Apparatus and Tools	2,195	10,990	3,000	2,100	3,000	-72.70%	0.00%
<b>Supplies Subtotal</b>	<b>19,250</b>	<b>19,556</b>	<b>19,900</b>	<b>13,340</b>	<b>20,600</b>	<b>5.34%</b>	<b>3.52%</b>
44500 IT Software License & Maint	0	0	7,584	3,600	91,450	NA	1105.83%
44505 Training, travel, dues	12,877	9,051	15,040	6,805	16,300	80.09%	8.38%
44535 Financial Service Fees	0	0	304,400	304,400	248,214	NA	-18.46%
44540 Professional Services	269,666	284,248	10,000	38,055	10,000	-96.48%	0.00%
<b>Services Subtotal</b>	<b>282,543</b>	<b>293,299</b>	<b>337,024</b>	<b>352,860</b>	<b>365,964</b>	<b>24.78%</b>	<b>8.59%</b>
<b>DIVISION TOTAL</b>	<b>823,561</b>	<b>855,201</b>	<b>961,303</b>	<b>900,241</b>	<b>1,016,278</b>	<b>18.84%</b>	<b>5.72%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease Payments &amp;</b>	<b>301,793</b>	<b>312,855</b>	<b>356,924</b>	<b>366,200</b>	<b>386,564</b>	<b>23.56%</b>	<b>8.30%</b>

**Comments / Justification**

<b>42200 Operating Supplies</b> Office supplies, Calculators, etc.	<b>13,100</b>
<b>42210 Computer Equipment &amp; Supplies</b> Scanners; Small printers; Timeclocks replacements.	<b>3,200</b>
<b>42261 Postage</b> Annual PO Box Lease; Postage.	<b>1,300</b>
<b>42281 Apparatus and Tools</b> Chairs; Workstations.	<b>3,000</b>
<b>44500 IT Software License &amp; Maint Fees</b> STW Financial Services - \$78,000; TimeClockPlus - \$13,450.	<b>91,450</b>
<b>44505 Training, travel, dues</b> Professional memberships & certification fees (5 staff) - \$1,700; Travel - GFOA; GFOAT; AP; ACFE; Payroll Conferences; misc computer & mgmt training - \$14,600.	<b>16,300</b>
<b>44535 Financial Service Fees</b> Audit Fees - \$41,355; Bond & Arbitrage - \$9,600; County Appraisals - \$131,982; Consulting - \$13,000; OPEB - \$8,000; GCISD Tax Collection Fees - \$44,277.	<b>248,214</b>
<b>44540 Professional Services</b> Miscellaneous financial consulting services.	<b>10,000</b>

**Fiscal Services - Purchasing  
100-105-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	230,028	237,591	247,775	239,177	256,414
Supplies	2,111	3,288	2,050	2,496	2,150
Maintenance	0	0	0	0	0
Services	50,631	23,458	23,900	37,044	26,200
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>282,770</b>	<b>264,337</b>	<b>273,725</b>	<b>278,717</b>	<b>284,764</b>

**Objectives**

- Maintain 95% of annual contracts without a gap in service.
- To establish at least 6 new annual contracts.
- Reduce inventory.
- Increase inventory turns.
- Increase the number of solicitations with e-bidding system.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Annual contracts with no gap in service	97%	98%	95%	95%	95%
Number of new contracts established	12	8	6	6	6
Reduce inventory to \$150,000	\$152,523	\$150,000	\$150,000	\$150,000	\$140,000
Increase inventory turns	2.43	3	3	3	3
Increase the number of solicitations utilizing e-bidding system	17	10	15	15	15

**Fiscal Services - Purchasing  
100-105-3**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	186,972	194,352	199,258	194,017	206,281	6.14%	3.52%
41107 Salaries-Overtime	1,183	251	1,000	691	1,000	297.80%	0.00%
41236 TMRS Benefits	35,492	37,315	39,344	37,429	40,555	8.68%	3.08%
41247 Medicare	2,724	2,807	2,979	2,979	3,085	9.92%	3.56%
41271 Salaries-Longevity	1,104	1,248	1,392	1,392	1,536	23.08%	10.34%
41273 Salaries-SLBB	2,553	1,618	3,802	2,669	3,957	144.50%	4.08%
<b>Personnel Services Subtotal</b>	<b>230,028</b>	<b>237,591</b>	<b>247,775</b>	<b>239,177</b>	<b>256,414</b>	<b>7.92%</b>	<b>3.49%</b>
42200 Operating Supplies	1,495	2,611	200	1,500	400	-84.68%	100.00%
42210 Computer Equipment &	0	0	800	633	800	NA	0.00%
42220 Clothing Supplies	333	482	500	178	400	-17.00%	-20.00%
42261 Postage Charges	31	22	50	25	50	128.31%	0.00%
42285 Motor Vehicle Fuel	252	173	500	160	500	188.77%	0.00%
<b>Supplies Subtotal</b>	<b>2,111</b>	<b>3,288</b>	<b>2,050</b>	<b>2,496</b>	<b>2,150</b>	<b>-34.61%</b>	<b>4.88%</b>
44500 IT Software License & M	0	0	20,000	19,843	21,000	NA	5.00%
44505 Training, travel, dues	1,968	2,725	2,000	2,915	3,500	28.44%	75.00%
44525 Utilities	781	709	900	786	900	27.00%	0.00%
44535 Financial Service Fees	0	0	100	0	100	NA	NA
44540 Professional Services	47,882	20,024	900	13,500	700	-96.50%	-22.22%
<b>Services Subtotal</b>	<b>50,631</b>	<b>23,458</b>	<b>23,900</b>	<b>37,044</b>	<b>26,200</b>	<b>11.69%</b>	<b>9.62%</b>
<b>DIVISION TOTAL</b>	<b>282,770</b>	<b>264,337</b>	<b>273,725</b>	<b>278,717</b>	<b>284,764</b>	<b>7.73%</b>	<b>4.03%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>52,490</b>	<b>26,573</b>	<b>25,450</b>	<b>39,380</b>	<b>27,850</b>	<b>4.81%</b>	<b>9.43%</b>

**Comments / Justification**

**42200 Operating Supplies**

Basic office supplies. Increase due to more supply needs for the warehouse reorganizing project.

400

**44500 IT Software License & Maint Fees**

Increase in annual eBid and contract management software maintenance cost.

21,000

**44505 Training, travel, dues**

The increase accounts for a purchasing conference that Lance will attend. It is for travel, lodging and meals.

3,500

**44535 Financial Service Fees**

State Comptroller Cooperation Contract Services-\$100.

100

**Fiscal Services - Municipal Court  
100-107-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	491,146	444,086	522,026	483,985	482,951
Supplies	19,283	14,965	18,945	14,015	19,945
Maintenance	6,773	7,687	0	2,579	1,000
Services	121,330	155,446	176,955	203,100	178,950
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>638,532</b>	<b>622,184</b>	<b>717,926</b>	<b>703,679</b>	<b>682,846</b>

**Objectives**

- Provide adequate training and cross-training for Municipal Court staff.
- Keep forms updated as laws, policies and procedures change.
- Provide adequate information to the public about their rights in Municipal Court.
- Work closely with the Teen Court Coordinator to assist handling cases in a timely manner.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of cases filed per year with COG	22,030	22,056	25,000	25,000	23,000
Number of cases filed per year with DFW	1,825	1,848	2,000	2,000	2,000
Average number of minutes to process each case	80	20	20	20	20
Average number of minutes to process at window	100	25	25	25	20
Average number of hours to prepare for Jury Trial	16	4	4	4	4
Number of teens requesting Teen Court	221	160	180	180	180

**Fiscal Services - Municipal Court  
100-107-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	394,422	359,231	423,558	400,000	393,345	9.50%	-7.13%
41107 Salaries-Overtime	130	109	2,000	544	2,000	1738.91%	0.00%
41236 TMRS Benefits	74,754	69,716	82,892	71,947	76,384	9.56%	-7.85%
41247 Medicare	5,775	5,230	6,276	5,215	5,811	11.11%	-7.41%
41271 Salaries-Longevity	4,172	4,736	1,872	2,236	1,344	-71.62%	-28.21%
41273 Salaries-SLBB	5,366	5,064	5,428	4,043	4,067	-19.68%	-25.07%
<b>Personnel Services Subtotal</b>	<b>491,146</b>	<b>444,086</b>	<b>522,026</b>	<b>483,985</b>	<b>482,951</b>	<b>8.75%</b>	<b>-7.49%</b>
42200 Operating Supplies	14,006	10,457	11,000	5,539	8,800	-15.84%	-20.00%
42210 Computer Equipment & !	0	0	3,725	1,570	3,725	NA	0.00%
42261 Postage Charges	4,937	4,223	4,220	2,800	4,220	-0.08%	0.00%
42281 Apparatus and Tools	340	0	0	4,106	3,200	NA	NA
<b>Supplies Subtotal</b>	<b>19,283</b>	<b>14,965</b>	<b>18,945</b>	<b>14,015</b>	<b>19,945</b>	<b>33.28%</b>	<b>5.28%</b>
43465 Misc. Equipment Maint.	6,773	7,687	0	2,579	1,000	-86.99%	NA
<b>Maintenance Subtotal</b>	<b>6,773</b>	<b>7,687</b>	<b>0</b>	<b>2,579</b>	<b>1,000</b>	<b>-86.99%</b>	<b>NA</b>
44500 IT Software License & M.	0	0	25,805	25,975	27,350	NA	5.99%
44505 Training, travel, dues	3,045	2,640	7,000	2,030	4,450	68.54%	-36.43%
44525 Utilities	1,015	1,019	1,300	1,095	1,300	27.52%	0.00%
44535 Financial Service Fees	0	0	0	30,000	21,000	NA	NA
44540 Professional Services	117,271	151,786	142,850	144,000	124,850	-17.75%	-12.60%
<b>Services Subtotal</b>	<b>121,330</b>	<b>155,446</b>	<b>176,955</b>	<b>203,100</b>	<b>178,950</b>	<b>15.12%</b>	<b>1.13%</b>
<b>DIVISION TOTAL</b>	<b>638,532</b>	<b>622,184</b>	<b>717,926</b>	<b>703,679</b>	<b>682,846</b>	<b>9.75%</b>	<b>-4.89%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>147,387</b>	<b>178,098</b>	<b>195,900</b>	<b>219,694</b>	<b>199,895</b>	<b>12.24%</b>	<b>2.04%</b>

**Fiscal Services - Municipal Court  
100-107-1**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>8,800</b>
Misc. office supplies including receipt paper, adding machine paper, copy charge offs, letterhead, envelopes, and misc. printed forms.	
<b><u>42210</u></b> <b><u>Computer Equipment &amp; Supplies</u></b>	<b>3,725</b>
Printer cartridges & ink, and printer paper.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>4,220</b>
PO Box rental \$220; Postage fees including regular, certified, and restricted delivery - \$4000.	
<b><u>42281</u></b> <b><u>Apparatus &amp; Tools</u></b>	<b>3,200</b>
Computer set up in courtroom \$1,000; Printer for courtroom \$400; Scanner for courtroom \$800; additional scanner to attach to PC \$1,000.	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>27,350</b>
Renewal fees for Incode Court software and modules (Tyler Technologies) \$26,300; SiteLock \$150.00; Courtroom recording unit maintenance \$900.00.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>4,450</b>
Judge continuing education \$1,500; TCCA & TMCA annual dues for 7 clerks \$700; Clerk education \$2000; Mileage to/from city hall \$250.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>1,300</b>
Telephone charges including long distance.	
<b><u>44535</u></b> <b><u>Financial Service Fees</u></b>	<b>21,000</b>
Credit card charges \$21,000.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>124,850</b>
Juror pay \$3,600; Teen Court Interlocal Agreement \$36,750; Alternate judges pay \$17,000; Prosecutor pay \$66,000; Interpreters \$500; Data Shred Service \$1000.	

**Fiscal Services - Risk Management  
100-109-1**

<b>Expenditures By Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	272,330	280,373	279,073	204,336	208,549
Supplies	12,888	9,181	12,600	9,439	10,900
Services	147,837	110,672	130,200	137,956	116,000
Capital Outlay	0	0	0	0	0
Property & Casualty	1,369,582	1,475,376	1,468,600	1,449,792	1,403,200
Health Insurance	7,248,481	8,063,163	8,986,250	9,145,274	9,313,000
<b>Total</b>	<b>9,051,118</b>	<b>9,938,764</b>	<b>10,876,723</b>	<b>10,946,797</b>	<b>11,051,649</b>

**Objectives**

- Initiate self-funded Workers Compensation Program to reduce costs and effectively manage employee injuries
- Direct the City's self-funded major medical health plan for employees and their families
- Implement new plan design for HSA and HRA programs in the City's self-funded health plan.
- Manage prescription benefit plan.
- Manage and direct expansion of the SIR liability and property protection program.
- Reduce legal and expert witness fees by contracting with excess liability carriers and third parties.
- Provide LTD insurance for employees and their families while stabilizing premiums.
- Provide cost effective life insurance for City employees and their families.
- Continue Citywide HIPAA program and privacy compliance office.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Paid liability claims vs. total claims	23%	23%	25%	25%	25%
Recover subrogation revenue	\$219,144	\$220,000	\$200,000	\$200,000	\$100,000
Vehicle accidents	38	40	35	35	40
Fleet accidents as percentage of total fleet	11%	9%	8%	8%	9%
<b>Worker's Compensation:</b>					
Texas Standard premium states rated	\$1,145,600	\$1,112,417	\$1,133,717	\$1,133,717	\$1,250,195
Experience rated discounted premium	\$369,459	\$400,540	\$390,069	\$390,069	\$280,114
Experience rates W/C premium savings	\$776,141	\$711,877	\$743,648	\$743,648	\$970,081
<b>Worker's Compensation Injuries:</b>					
Medical only injuries	36	40	40	40	30
Medical only injuries to total staff	7%	7%	7%	7%	6%
Lost time injuries	21	24	25	25	20
Lost time injuries to total staff	4%	4%	4%	4%	3%

**Fiscal Services - Risk Management  
100-109-1**

<u>Expenditure Detail</u>	2012-13	2013-14	2014-15	2014-15	2015-16	Change from	Change from
	Actual	Actual	Budget	Estimate	Proposed	FY14 Actual	FY15 Budget
41100 Salaries-Full Time	216,038	221,517	162,677	170,000	170,327	-23.11%	4.70%
41107 Salaries-Overtime	0	0	201	0	201	NA	0.00%
41180 Salaries-P/T & Hourly	6,755	5,920	78,332	6,500	715	-87.92%	-99.09%
41190 Wages - Contract Labor	96	9,740	0		0	-100.00%	0.00%
41224 PARS Benefits	88	750	1,018	700	9	-98.80%	-99.12%
41236 TMRS Benefits	40,940	33,332	31,534	24,000	32,868	-1.39%	4.23%
41247 Medicare	3,161	3,278	3,523	2,800	2,511	-23.40%	-28.73%
41271 Salaries-Longevity	1,920	2,504	336	336	384	-84.66%	14.29%
41273 Salaries-SLBB	3,332	3,332	1,452	0	1,534	-53.97%	5.65%
<b>Personnel Services Subtotal</b>	<b>272,330</b>	<b>280,373</b>	<b>279,073</b>	<b>204,336</b>	<b>208,549</b>	<b>-25.62%</b>	<b>-25.27%</b>
42200 Operating Supplies	7,517	5,702	6,500	6,000	5,000	-12.31%	-23.08%
42252 Educational & Rec.	3,617	1,619	3,600	1,821	3,600	122.37%	0.00%
42261 Postage Charges	1,588	1,245	1,500	828	1,500	20.52%	0.00%
42281 Apparatus and Tools	166	616	1,000	790	800	29.97%	-20.00%
<b>Supplies Subtotal</b>	<b>12,888</b>	<b>9,181</b>	<b>12,600</b>	<b>9,439</b>	<b>10,900</b>	<b>18.73%</b>	<b>-13.49%</b>
44505 Training, travel, dues	7,916	3,517	7,500	5,756	7,000	99.01%	-6.67%
44525 Utilities	2,131	2,416	2,700	2,200	2,000	-17.23%	-25.93%
44540 Professional Services	137,791	104,738	120,000	130,000	107,000	2.16%	-10.83%
<b>Services Subtotal</b>	<b>147,837</b>	<b>110,672</b>	<b>130,200</b>	<b>137,956</b>	<b>116,000</b>	<b>4.81%</b>	<b>-10.91%</b>
45540 Insurance-Auto	95,059	111,102	114,000	132,357	119,700	7.74%	5.00%
45541 Prop./Casualty/Explosion	150,506	168,383	195,000	210,904	215,000	27.69%	10.26%
45542 Physical Damage	49,250	53,802	59,000	52,942	59,000	9.66%	0.00%
45549 Excess Umbrella Liability	86,494	62,855	66,000	60,770	65,000	3.41%	-1.52%
45550 Insurance-General Liability	114,600	139,462	146,000	146,000	149,200	6.98%	2.19%
45551 Law Enforcement Liab.	92,862	95,762	99,000	96,194	101,000	5.47%	2.02%
45552 Disability Ins. Premium	155,533	153,861	151,000	125,010	150,000	-2.51%	-0.66%
45553 Crime Blanket Bond	14,450	11,907	13,000	10,921	12,000	0.78%	-7.69%
45554 Worker's Comp. Ins. Prem.	379,928	419,506	396,000	382,000	300,000	-28.49%	-24.24%
45559 Public Officials	78,800	77,344	78,600	77,675	81,300	5.11%	3.44%
45561 P & L Claims Paid	152,100	181,390	151,000	155,019	151,000	-16.75%	0.00%
<b>Property &amp; Casualty Subtotal</b>	<b>1,369,582</b>	<b>1,475,376</b>	<b>1,468,600</b>	<b>1,449,792</b>	<b>1,403,200</b>	<b>-4.89%</b>	<b>-4.45%</b>
45562 HSA Expenses	179	525	0	175	0	-100.00%	NA
45563 HRA Expenses	348,000	337,600	337,000	337,000	341,000	1.01%	1.19%
45664 Health Ins. Claims	5,113,285	5,709,007	6,878,500	6,778,500	7,200,000	26.12%	4.67%
45670 Retire Prem/Claims	957,025	1,140,109	938,750	1,132,135	940,000	-17.55%	0.13%
45674 Health Ins. Premiums	829,993	875,922	832,000	897,464	832,000	-5.01%	0.00%
<b>Health Insurance Subtotal</b>	<b>7,248,481</b>	<b>8,063,163</b>	<b>8,986,250</b>	<b>9,145,274</b>	<b>9,313,000</b>	<b>15.50%</b>	<b>3.64%</b>
<b>DIVISION TOTAL</b>	<b>9,051,118</b>	<b>9,938,764</b>	<b>10,876,723</b>	<b>10,946,797</b>	<b>11,051,649</b>	<b>11.20%</b>	<b>1.61%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, and Lease</b>	<b>8,778,788</b>	<b>9,658,391</b>	<b>10,597,650</b>	<b>10,742,461</b>	<b>10,843,100</b>	<b>12.27%</b>	<b>2.32%</b>

**Fiscal Services - Risk Management  
100-109-1**

**Comments / Justification**

**42200 Operating Supplies** **5,000**  
General office supplies, printing, medical supplies/first aid supplies for City Hall.

**42252 Educational & Rec.** **3,600**  
Monthly Lunch and Learns speaker fees and lunch \$1,200; quarterly wellness challenge \$400; Health Fair \$600; Safety program events \$975; National Safety Council- defensive driving classes \$200; TEA- defensive driving instructor renewals \$225.

**42261 Postage Charges** **1,500**  
Daily Postage and Fed-ex charges.

**42281 Apparatus and Tools** **800**  
Printers.

**44505 Training, travel, dues** **7,000**  
TX PRIMA Conference for Risk Manager \$1,200; SALGBA Conference for Risk Manager & Benefits Coordinator \$2,000; SALGBA membership renewal \$200; HR Southwest Conference for Benefits Coordinator \$800; FW HRMA Membership \$100; SHRM Membership \$190; Misc. seminars related to Wellness, Healthcare Reform, and other benefits along with SGR training for staff \$2,510.

**44525 Utilities** **2,000**  
Cell phone and ipad charges.

**44540 Professional Services** **107,000**  
McGriff Consultation Service \$50,000; Wellness Services \$10,000; Safety Consulting \$20,000; Software Programming Services \$2,000; Video Enrollment Communication \$10,000; Misc. services as needed \$15,000.

FY 2015-16 PROPOSED OPERATING BUDGET  
DEPARTMENTAL SUMMARY  
209 - POLICE

<b>GENERAL FUND ONLY</b>					
<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	1,551,629	1,565,919	1,563,606	1,481,301	1,618,724
Animal Control	167,422	141,487	221,916	186,572	212,980
<b>Total</b>	<b>1,719,051</b>	<b>1,707,406</b>	<b>1,785,522</b>	<b>1,667,873</b>	<b>1,831,704</b>

<b><u>POLICE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Police Chief	1	1	1	1	1
Assistant Police Chief	1	1	1	1	1
Administrative Manager	1	1	1	1	1
Lieutenant	1	1	1	1	1
Sergeant	3	3	3	3	3
Sr. Officer	4	5	5	4	5
Police Officer	1	0	0	1	0
Animal Control Supervisor	1	1	1	1	1
Animal Control Officer	2	2	2	2	2
<b>TOTAL FULL-TIME POSITIONS</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

<b><u>PART-TIME POSITIONS</u></b>					
Animal Control Officer	0.09	0.09	0.09	0.09	0.09
<b>TOTAL PART TIME POSITIONS</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>

<b>TOTAL GENERAL FUND POSITIONS</b>	<b>15.09</b>	<b>15.09</b>	<b>15.09</b>	<b>15.09</b>	<b>15.09</b>
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**Police - Administration  
100-209-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,377,526	1,384,843	1,369,951	1,288,248	1,420,244
Supplies	50,428	74,814	78,725	82,738	91,650
Maintenance	818	1,667	2,850	1,000	2,850
Services	122,857	104,595	112,080	109,315	103,980
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,551,629</b>	<b>1,565,919</b>	<b>1,563,606</b>	<b>1,481,301</b>	<b>1,618,724</b>

**Objectives**

- Increase citizen and community awareness of the police department's function by conducting two citizen's police academy classes annually.
- Increase officer awareness of modern policing techniques through training.
- Conduct a review of all operational guidelines to ensure they are current and relevant.
- Increase community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Citizen's police academy classes	2	2	2	2	2
Mandate TCLEOSE training requirements for all personnel	100%	100%	100%	100%	100%
Conduct a review of the General Manual and divisional operating procedures	1	1	1	1	1
Conduct crime prevention seminars	200	NA	200	200	200

**Police - Administration  
100-209-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	1,063,803	1,078,587	1,044,800	1,000,000	1,087,559	0.83%	4.09%
41107 Salaries-Overtime	36,649	28,632	50,500	35,000	50,500	76.38%	0.00%
41210 Uniform Allowance	3,521	3,527	3,600	2,400	3,600	2.06%	0.00%
41212 Certification Pay	13,246	12,804	12,480	12,333	11,880	-7.22%	-4.81%
41236 TMRS Benefits	212,402	217,435	214,726	200,000	222,179	2.18%	3.47%
41247 Medicare	16,146	16,357	16,259	15,000	16,902	3.33%	3.95%
41271 Salaries-Longevity	10,416	10,196	8,496	8,880	9,312	-8.67%	9.60%
41273 Salaries-SLBB	21,343	17,304	17,490	14,635	18,312	5.83%	4.70%
<b>Personnel Services Subtotal</b>	<b>1,377,526</b>	<b>1,384,843</b>	<b>1,369,951</b>	<b>1,288,248</b>	<b>1,420,244</b>	<b>2.56%</b>	<b>3.67%</b>
42200 Operating Supplies	35,388	49,147	53,300	54,541	56,400	14.76%	5.82%
42220 Clothing Supplies	0	397	0	397	0	-100.00%	0.00%
42252 Educational & Rec.	179	631	5,425	500	4,750	653.29%	-12.44%
42281 Apparatus and Tools	1,866	1,248	6,000	1,300	6,000	380.69%	0.00%
42285 Motor Vehicle Fuel	12,995	23,392	14,000	26,000	24,500	4.74%	75.00%
<b>Supplies Subtotal</b>	<b>50,428</b>	<b>74,814</b>	<b>78,725</b>	<b>82,738</b>	<b>91,650</b>	<b>22.50%</b>	<b>16.42%</b>
43465 Misc. Equipment Maint.	818	1,667	2,850	1,000	2,850	70.97%	0.00%
<b>Maintenance Subtotal</b>	<b>818</b>	<b>1,667</b>	<b>2,850</b>	<b>1,000</b>	<b>2,850</b>	<b>70.97%</b>	<b>0.00%</b>
44505 Training, travel, dues	52,997	38,217	37,890	25,000	39,290	2.81%	3.69%
44535 Financial Service Fees	0	0	0	315	500	NA	NA
44540 Professional Services	68,605	66,228	71,190	84,000	61,190	-7.61%	-14.05%
44573 Leases and Rentals	1,255	150	3,000	0	3,000	1900.00%	0.00%
<b>Services Subtotal</b>	<b>122,857</b>	<b>104,595</b>	<b>112,080</b>	<b>109,315</b>	<b>103,980</b>	<b>-0.59%</b>	<b>-7.23%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>1,551,629</b>	<b>1,565,919</b>	<b>1,563,606</b>	<b>1,481,301</b>	<b>1,618,724</b>	<b>3.37%</b>	<b>3.53%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>161,107</b>	<b>157,685</b>	<b>179,655</b>	<b>167,053</b>	<b>173,980</b>	<b>10.33%</b>	<b>-3.16%</b>

**Police - Administration  
100-209-1  
Comments / Justification**

**42200   Operating Supplies **56,400****

Refreshment for Crime Watch meetings \$1,500; Outreach Center supplies \$7,500; Crime Prevention special projects (National Night Out, Santa Cops) \$5,000; T-shirts for National Night Out \$1,000; Crime Prevention supplies and printing \$1,000; Subscription renewal Star Telegram and Dallas Morning News \$650; Summer Camp staff t-shirts \$200; Appreciation/retirement plaques, citizen awards \$2,500; Employee awards (medals) \$1,000; Firearm training \$19,500; Printing expenses \$1,000; Conference room supplies \$500; Refreshments for CPA \$2,200; CPA graduation dinners (2) \$2,500; Volunteer appreciation banquet \$2,000; Annual Police banquet \$4,000; Receptions \$2,500; Gifts, flowers, recognitions \$1,500; Texas Update on Criminal Law Enforcement \$200; National Public Safety Information Bureau \$150.

**42281   Apparatus and Tools **6,000****

Equipment for Community Outreach Center \$6,000.

**43465   Misc. Equip Maint. **2,850****

Weapons maintenance \$1,500; Firing range maintenance \$1,350.

**44505   Training, travel, dues **39,290****

Travel/training for personnel \$30,000; Travel for recruiting and background investigation \$4,000; IACP dues \$240; International Law Enforcement Educators Association \$50; North Texas Police Chiefs \$30; Texas Police Chiefs \$500; Texas Police Association \$360; National Tactical Officer Association \$40; FBI National Academy Associates \$200; Texas Tactical Police Officers Association \$30; Peace Officer Certification fees \$500; Crime Prevention Training \$2,000; National Crime Prevention Association \$245; American Society for Industrial Security \$645; Society of Crime Prevention Practitioners \$105; Crime Prevention Resource Center \$165; NASRO \$120; Texas Association of School Resource Officers \$60.

**44535   Financial Service Fees **500****

To cover credit card fees.

**44540   Professional Services **61,190****

Inoculation \$5,000; Hiring and Assessment Centers \$16,200; Polygraph exams \$5,000; Psychological exams \$4,500; Credit checks \$3,000; Professional donations \$1,000; TCLEDDS training computer system \$1,760; TCLEDDS support \$130; Medical Examiners Officer DWI Fees \$4,000; Racial Profiling audit \$8,500; Tarrant County Juvenile fingerprinting fees \$1,000; IACP Net \$1,100; Background checks \$10,000.

**44573   Leases and Rentals **3,000****

Convention Center rental for applicant testing \$3,000.

**Police - Animal Control  
100-209-5**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	148,127	119,750	174,866	162,715	166,930
Supplies	15,625	15,419	39,755	19,657	38,710
Maintenance	0	0	0	0	0
Services	3,670	6,318	7,295	4,200	7,340
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>167,422</b>	<b>141,487</b>	<b>221,916</b>	<b>186,572</b>	<b>212,980</b>

**Objectives**

- Provide educational programs to students in the Grapevine-Colleyville Independent School District and local service organizations.
- Provide animal adoption services.
- Provide protective enforcement of City ordinances regulating domestic and wild animals.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of educational presentations delivered	175	100	190	190	100
Number of animals adopted	321	353	350	350	300
Number of animals impounded	1,231	909	1,300	1,300	1,000

**Police - Animal Control  
100-209-5**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	110,711	92,020	116,944	115,000	124,443	35.23%	6.41%
41107 Salaries-Overtime	7,325	5,657	25,000	4,500	10,000	76.78%	-60.00%
41212 Certification Pay	152	63	0	112	120	89.39%	NA
41236 TMRS Benefits	22,242	18,623	27,767	40,000	26,383	41.67%	-4.98%
41247 Medicare	1,751	1,338	2,102	1,700	2,007	49.97%	-4.52%
41271 Salaries-Longevity	188	144	240	240	384	166.67%	60.00%
41272 Salaries-Holiday Pay	186	0	1,200	204	1,200	NA	0.00%
41273 Salaries-SLBB	1,710	636	1,613	655	2,393	276.21%	48.36%
<b>Personnel Services Subtotal</b>	<b>148,127</b>	<b>119,750</b>	<b>174,866</b>	<b>162,715</b>	<b>166,930</b>	<b>39.40%</b>	<b>-4.54%</b>
42200 Operating Supplies	9,279	7,874	18,345	8,734	20,645	162.18%	12.54%
42205 Grounds Maintenance	158	556	3,850	555	3,850	592.94%	0.00%
42220 Clothing Supplies	120	1,616	3,435	1,868	3,340	106.74%	-2.77%
42252 Educational & Rec.	10	63	350	0	325	419.58%	-7.14%
42261 Postage Charges	96	0	850	0	850	NA	0.00%
42281 Apparatus and Tools	2,116	2,018	6,925	2,500	4,700	132.86%	-32.13%
42285 Motor Vehicle Fuel	3,846	3,293	6,000	6,000	5,000	51.86%	-16.67%
<b>Supplies Subtotal</b>	<b>15,625</b>	<b>15,419</b>	<b>39,755</b>	<b>19,657</b>	<b>38,710</b>	<b>151.06%</b>	<b>-2.63%</b>
44505 Training, travel, dues	1,501	2,534	3,295	1,000	3,340	31.80%	1.37%
44535 Financial Service Fees	0	0	0	700	1,000	NA	NA
44540 Professional Services	2,170	3,784	4,000	2,500	3,000	-20.71%	-25.00%
<b>Services Subtotal</b>	<b>3,670</b>	<b>6,318</b>	<b>7,295</b>	<b>4,200</b>	<b>7,340</b>	<b>16.18%</b>	<b>0.62%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>167,422</b>	<b>141,487</b>	<b>221,916</b>	<b>186,572</b>	<b>212,980</b>	<b>50.53%</b>	<b>-4.03%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>15,449</b>	<b>18,444</b>	<b>41,050</b>	<b>17,857</b>	<b>41,050</b>	<b>165.72%</b>	<b>20.16%</b>

**Police - Animal Control**  
**100-209-5**  
**Comments / Justification**

**42200   Operating Supplies** **20,645**  
Data processing - \$875; General Office - \$2,250; Printing - \$2,875; Sanitation and cleaning - \$4,160; Facility supplies (feed, mats, bowls, leashes, towels, etc...) - \$10,485.

**42261   Postage Charges** **850**  
Shipping for rabies testing - \$350; Certified mailings and general postage - \$500.

**42281   Apparatus and Tools** **4,700**  
Traps and crates for animals - \$1,700; identification microchip supplies - \$1,800; Break room furniture - \$750; Restraint devices - \$300; Replacement Tools - \$150.

**44505   Training, travel, dues** **3,340**  
Euthanasia certification - \$280; TACA State conference - \$860; Texas Animal Control Association membership (3) - \$150; Humane Society of the United States Shelter Now membership \$50; In-service Training / Recertification - \$2,000

**44535   Financial Service Fees** **1,000**  
Bank Credit Card Fees.

**44540   Professional Services** **3,000**  
Outsourced veterinarian services - \$3,000.

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
210 - FIRE

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	790,738	877,512	859,015	884,606	908,221
Prevention	481,828	595,526	641,587	539,958	651,153
Operations	9,498,163	9,823,217	10,095,179	10,097,583	10,312,478
Training	131,678	162,894	166,411	147,615	183,621
Emergency Management	122,288	144,685	157,251	84,313	166,919
<b>Total</b>	<b>11,024,695</b>	<b>11,603,833</b>	<b>11,919,443</b>	<b>11,754,075</b>	<b>12,222,392</b>

<b><u>FIRE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Fire Chief	1	1	1	1	1
Deputy Chief	3	3	3	3	3
Assistant Fire Marshal	0	0	1	1	1
Administrative Manager	0	1	1	1	1
Administrative Secretary	1	0	0	0	0
Fire Inspector/Investigator	1	2	2	2	2
Emergency Management Coordinator	1	1	1	1	1
Battalion Chief	3	3	4	4	4
Fire Captain	19	19	18	18	18
Driver/Engineer	18	17	18	18	18
Firefighter/Paramedic	48	49	51	51	51
Firefighter/EMT	3	3	2	2	2
Support Service Technician	1	1	1	1	1
Secretary	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>100.00</b>	<b>101.00</b>	<b>104.00</b>	<b>104.00</b>	<b>104.00</b>

**PART TIME POSITIONS**

Fire Inspectors	0.58	0.58	0.58	0.58	0.58
Fire Inspectors-CAS	0.59	0.59	0.59	0.59	0.59
<b>TOTAL PART TIME POSITIONS</b>	<b>1.17</b>	<b>1.17</b>	<b>1.17</b>	<b>1.17</b>	<b>1.17</b>

<b>TOTAL FIRE POSITIONS</b>	<b>101.17</b>	<b>102.17</b>	<b>105.17</b>	<b>105.17</b>	<b>105.17</b>
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**Fire - Administration  
100-210-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	462,519	487,764	464,563	472,076	501,593
Supplies	32,351	64,858	37,000	76,845	45,200
Maintenance	18,747	21,789	22,320	20,685	26,420
Services	277,121	303,101	335,132	315,000	335,008
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>790,738</b>	<b>877,512</b>	<b>859,015</b>	<b>884,606</b>	<b>908,221</b>

**Objectives**

- To increase the effectiveness and efficiency of the administrative functions of the fire department.
- To provide surveys for customer satisfaction.
- Provide opportunities for volunteer activities.
- To provide employee updates concerning new firefighting, rescue, and EMS techniques and enhance intradepartmental communication by use of newsletters, staff/employee meetings, open forum employee meetings, and other written and verbal communication.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Streamline payroll system and reduce the use of paper forms	50%	0%	50%	50%	50%
Promote volunteer opportunities within the fire administration (hours)	2,000	593	1,500	1,500	1,500
Percentage of customer satisfaction surveys returned	55%	110%	80%	80%	50%
Conduct 12 employee meetings	12	12	12	12	12

**Fire - Administration  
100-210-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	371,530	390,256	371,033	381,000	401,354	2.84%	8.17%
41107 Salaries-Overtime	3,089	1,333	3,900	2,147	3,900	192.57%	0.00%
41212 Certification Pay	2,604	2,850	2,640	2,733	2,640	-7.38%	0.00%
41236 TMRS Benefits	71,600	76,518	73,618	73,000	79,197	3.50%	7.58%
41247 Medicare	3,878	4,176	3,875	3,700	4,240	1.52%	9.42%
41271 Salaries-Longevity	2,736	3,412	2,400	2,400	2,544	-25.44%	6.00%
41273 Salaries-SLBB	7,083	7,170	7,097	7,006	7,718	7.64%	8.75%
<b>Personnel Services Subtotal</b>	<b>462,519</b>	<b>487,764</b>	<b>464,563</b>	<b>472,076</b>	<b>501,593</b>	<b>2.84%</b>	<b>7.97%</b>
42200 Operating Supplies	17,747	38,836	10,800	25,000	21,000	-45.93%	94.44%
42210 Computer Equipment & Supp	0	0	6,000	6,000	4,000	NA	-33.33%
42220 Clothing Supplies	156	1,654	3,400	1,900	3,400	105.57%	0.00%
42261 Postage Charges	2,255	2,504	2,800	2,000	2,800	11.82%	0.00%
42281 Apparatus and Tools	0	396	1,000	1,945	1,000	152.27%	0.00%
42285 Motor Vehicle Fuel	12,194	21,467	13,000	40,000	13,000	-39.44%	0.00%
<b>Supplies Subtotal</b>	<b>32,351</b>	<b>64,858</b>	<b>37,000</b>	<b>76,845</b>	<b>45,200</b>	<b>-30.31%</b>	<b>22.16%</b>
43465 Misc. Equipment Maint.	18,747	21,705	22,320	20,000	26,420	21.72%	18.37%
<b>Maintenance Subtotal</b>	<b>18,747</b>	<b>21,789</b>	<b>22,320</b>	<b>20,685</b>	<b>26,420</b>	<b>21.25%</b>	<b>18.37%</b>
44500 IT Software License & Maint	0	0	51,742	57,000	56,303	NA	8.81%
44505 Training, travel, dues	22,685	17,975	41,661	40,000	47,961	166.82%	15.12%
44525 Utilities	46,090	49,800	54,720	60,000	62,120	24.74%	13.52%
44530 EMS Professional Fees	0	0	127,050	100,000	107,534	NA	-15.36%
44540 Professional Services	202,150	228,433	51,940	50,000	52,855	-76.86%	1.76%
44573 Leases and Rentals	6,196	6,893	8,019	8,000	8,235	19.47%	2.69%
<b>Services Subtotal</b>	<b>277,121</b>	<b>303,101</b>	<b>335,132</b>	<b>315,000</b>	<b>335,008</b>	<b>10.53%</b>	<b>-0.04%</b>
<b>DIVISION TOTAL</b>	<b>790,738</b>	<b>877,512</b>	<b>859,015</b>	<b>884,606</b>	<b>908,221</b>	<b>3.50%</b>	<b>5.73%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>316,025</b>	<b>368,197</b>	<b>381,452</b>	<b>372,530</b>	<b>393,628</b>	<b>6.91%</b>	<b>3.19%</b>

**Fire - Administration  
100-210-1  
Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>21,000</b>
Supplies for all Fire Dept. facilities including: Office supplies; printing; copier usage; coffee supplies.	
<b><u>42210</u></b> <b><u>Computer Equipment &amp; Supplies</u></b>	<b>4,000</b>
Computer supplies, ink and paper.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>3,400</b>
Uniforms and uniform maintenance and supplies for fire administration personnel. Personal protective equipment and clothing for administration chiefs as well as some items for department members at large.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>2,800</b>
Postage for departmental letters, post cards and packages mailed for all business activities of the fire department.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>1,000</b>
Small equipment, monitors, electronics, hand tools and power tools, and office furniture utilized within the division \$1,000.	
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b>	<b>26,420</b>
Lease of hazardous materials detection equipment, and maintenance contract for automatic defibrillators in city buildings. Increase to due to increased number of City AED's on maintenance contract.	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>56,303</b>
Telestaff annual cloud hosting fees, support, and advanced configuration fees. Firehouse annual software fees. Laserfishe software fees; total \$56,303. Increase is due to Image Trend EMS patient recording software annual fees.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>47,961</b>
Northeast Fire Department Association (NEFDA) dues and capital replacement fund. Professional Association and service club dues for fire chief and deputy chief including: TX Fire Chiefs Assoc.; International Assoc. of Fire Chiefs; Dallas Co. Fire Chiefs; Denton Co. Fire Chiefs; Rotary Club. Professional conference attendance for fire chief and deputy chiefs including: TX Fire Chiefs annual conf.; NEFDA dues are mandatory; professional association memberships are necessary; service club memberships are beneficial; and conference attendance is essential for professional development. Texas Department of State Health Services Provider license renewal. Increase is due to increased budget for staff development.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>62,120</b>
All fire department cell phones, air cards for computer connections, cable service and fire station internet access. Increase is due to increased number of cell connected devices and smart phone app fees.	
<b><u>44530</u></b> <b><u>EMS Professional Fees</u></b>	<b>107,534</b>
Services include required medical control fees, ambulance billing company fees, ambulance software fees, medical waste fees and expired medication destruction fees.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>52,855</b>
Services of inspection and repair of firefighting gear, medical physicals, professional services for hiring of firefighters; background checks, polygraphs.	
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b>	<b>8,235</b>
Rental of CVB facilities for department events and rental of marina slip for fire boat. Increase is due to boat slip fees.	

**Fire - Prevention  
100-210-2**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	427,959	529,493	572,660	497,462	582,161
Supplies	31,518	45,000	44,057	26,431	44,322
Maintenance	532	296	750	100	750
Services	14,244	16,734	24,120	15,965	23,920
Capital Outlay	7,575	4,002	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>481,828</b>	<b>595,526</b>	<b>641,587</b>	<b>539,958</b>	<b>651,153</b>

**Objectives**

- Provide fire inspections for businesses, schools and residences.
- Provide fire prevention programs for businesses, educational institutions and the general public.
- Conduct Citizens Fire Academy.
- Install Smoke Detectors.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Fire inspections	4,932	5,176	4,200	4,200	4,500
Fire prevention programs	23	55	75	75	75
Conduct Citizens Fire Academy	1	1	1	1	1
Install Smoke Detectors	304	271	300	300	300

**Fire - Prevention  
100-210-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	274,399	368,382	391,308	339,000	397,237	7.83%	1.52%
41107 Salaries-Overtime	16,553	19,981	17,000	19,000	17,000	-14.92%	0.00%
41180 Salaries-Pt. and Hourly	66,494	47,552	66,215	52,000	67,539	42.03%	2.00%
41212 Certification Pay	2,998	4,821	4,224	4,000	5,844	21.23%	38.35%
41224 PARS Benefits	864	618	861	700	878	42.02%	1.97%
41236 TMRS Benefits	55,472	75,501	79,458	70,000	80,175	6.19%	0.90%
41247 Medicare	5,184	6,387	6,977	6,100	7,079	10.84%	1.46%
41271 Salaries-Longevity	1,552	1,632	1,872	1,980	528	-67.65%	-71.79%
41273 Salaries-SLBB	4,442	4,619	4,745	4,682	5,881	27.32%	23.94%
<b>Personnel Services Subtotal</b>	<b>427,959</b>	<b>529,493</b>	<b>572,660</b>	<b>497,462</b>	<b>582,161</b>	<b>9.95%</b>	<b>1.66%</b>
42200 Operating Supplies	8,375	6,152	8,222	2,560	8,222	33.64%	0.00%
42210 Computer Equipment &	0	0	2,500	2,500	2,500	NA	0.00%
42220 Clothing Supplies	212	6,782	5,785	2,071	5,900	-13.01%	1.99%
42252 Educational & Rec.	6,755	7,796	7,750	2,800	7,900	1.34%	1.94%
42281 Apparatus and Tools	7,821	13,388	9,800	6,000	9,800	-26.80%	0.00%
42285 Motor Vehicle Fuel	8,355	10,883	10,000	10,500	10,000	-8.11%	0.00%
<b>Supplies Subtotal</b>	<b>31,518</b>	<b>45,000</b>	<b>44,057</b>	<b>26,431</b>	<b>44,322</b>	<b>-1.51%</b>	<b>0.60%</b>
43465 Misc. Equipment Maint.	532	296	750	100	750	153.39%	0.00%
<b>Maintenance Subtotal</b>	<b>532</b>	<b>296</b>	<b>750</b>	<b>100</b>	<b>750</b>	<b>153.39%</b>	<b>0.00%</b>
44500 IT Software License & M	0	0	700	0	500	NA	-28.57%
44505 Training, travel, dues	9,971	13,054	18,420	13,700	18,420	41.11%	0.00%
44540 Professional Services	4,273	3,680	3,300	2,265	3,300	-10.33%	0.00%
44565 Advert, Publications, Su	0	0	1,700	0	1,700	NA	0.00%
<b>Services Subtotal</b>	<b>14,244</b>	<b>16,734</b>	<b>24,120</b>	<b>15,965</b>	<b>23,920</b>	<b>42.94%</b>	<b>-0.83%</b>
48860 Machinery & Equip	7,575	4,002	0	0	0	-100.00%	0.00%
<b>Capital Outlay Subtotal</b>	<b>7,575</b>	<b>4,002</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>481,828</b>	<b>595,526</b>	<b>641,587</b>	<b>539,958</b>	<b>651,153</b>	<b>9.34%</b>	<b>1.49%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>45,513</b>	<b>55,150</b>	<b>58,927</b>	<b>31,996</b>	<b>58,992</b>	<b>6.97%</b>	<b>0.11%</b>

**Fire - Prevention**  
**100-210-2**  
**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>8,222</b>
Public Education supplies, Investigation Supplies, Office Supplies, Inspection supplies, batteries.	
<b><u>42210</u></b> <b><u>Computer Equipment &amp; Supplies</u></b>	<b>2,500</b>
Replacement of 3 old ipads, 2= prevention ipads and 1 clown education ipad, Screen protectors, cases and replacement monitors for office, purchase apps for various items to include weather apps, investigation apps, inspection apps and resource document information.	
<b><u>42252</u></b> <b><u>Educational and Rec.</u></b>	<b>7,900</b>
Open House, Safety Campaign material, CPR Education and Training, Citizens Fire Academy, Smoke Blitz, Events and Clown Program.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>9,800</b>
Replace evidence camera, Camera lenses to include wide angle and telephoto, Additional lights for investigations, investigation tools, portable heater, total \$9,800.	
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b>	<b>750</b>
Generator Maintenance, camera maintenance, tool maintenance.	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>500</b>
MyGov = 3 licenses, Apps for ipads or iPhones for investigation/inspection resources.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>18,420</b>
Fire Marshal Conference, Arson investigation conference, - Building Professional Institute, TEEX A&M Municipal Fire School, Intl. Code Conference, NFPA Conference, Membership = FPANT, IAAI, TCFIA, ICC, TCLEEDS Productivity Center, Clown.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>3,300</b>
Lab Fees.	
<b><u>44565</u></b> <b><u>Advert. Publications, Subscript</u></b>	<b>1,700</b>
NFPA Subscription Service, code books online, reference standards.	

**Fire - Operations  
100-210-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	8,704,740	9,158,478	9,311,604	9,364,263	9,593,638
Supplies	516,934	554,608	651,175	621,500	635,000
Maintenance	19,557	34,253	16,800	18,650	17,240
Services	19,642	38,970	66,600	44,223	66,600
Capital Outlay	237,290	36,908	49,000	48,947	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>9,498,163</b>	<b>9,823,217</b>	<b>10,095,179</b>	<b>10,097,583</b>	<b>10,312,478</b>

**Objectives**

- Respond to 90 percent of 9-1-1 calls for emergencies in all first alarm districts within 5 minutes of the call being dispatched.
- Reduce the number of on duty injuries due to fire ground accidents by 60%
- Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	5,156	5,100	5,250	5,250	5,250
Reduce number of on-scene Firefighter injuries by 40%	11	3	3	3	3
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	54	50	50	50	50
Perform regular fitness assessments and physical conditioning program for all firefighters	96	94	103	103	102

**Fire - Operations  
100-210-3**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	6,328,093	6,609,164	6,836,734	6,500,000	7,052,947	6.71%	3.16%
41106 FO Overtime	2,777	3,016	3,000	74,000	12,000	297.91%	300.00%
41107 Salaries-Overtime	626,785	711,506	547,000	940,000	538,000	-24.39%	-1.65%
41212 Certification Pay	57,189	63,029	61,266	61,000	85,326	35.38%	39.27%
41236 TMRS Benefits	1,348,468	1,441,465	1,470,066	1,450,000	1,504,907	4.40%	2.37%
41247 Medicare	91,214	98,161	103,686	100,000	107,776	9.80%	3.94%
41271 Salaries-Longevity	47,396	48,280	49,632	49,480	48,624	0.71%	-2.03%
41272 Salaries-Holiday Pay	131,680	122,885	122,000	122,000	122,000	-0.72%	0.00%
41273 Salaries-SLBB	71,139	60,972	118,220	67,783	122,058	100.19%	3.25%
<b>Personnel Services Subtotal</b>	<b>8,704,740</b>	<b>9,158,478</b>	<b>9,311,604</b>	<b>9,364,263</b>	<b>9,593,638</b>	<b>4.75%</b>	<b>3.03%</b>
42200 Operating Supplies	183,188	182,481	87,000	170,000	87,500	-52.05%	0.57%
42210 Computer Equip & Suppli	0	0	79,600	63,000	4,500	NA	-94.35%
42220 Clothing Supplies	88,249	82,425	75,000	113,500	136,500	65.61%	82.00%
42225 EMS Expenses and Suppl	0	470	100,000	45,000	129,750	NA	29.75%
42281 Apparatus and Tools	136,040	188,984	199,575	160,000	188,750	-0.12%	-5.42%
42285 Motor Vehicle Fuel	109,456	100,248	110,000	70,000	88,000	-12.22%	-20.00%
<b>Supplies Subtotal</b>	<b>516,934</b>	<b>554,608</b>	<b>651,175</b>	<b>621,500</b>	<b>635,000</b>	<b>14.50%</b>	<b>-2.48%</b>
43465 Misc. Equipment Maint.	19,061	33,903	16,800	18,000	17,240	-49.15%	2.62%
<b>Maintenance Subtotal</b>	<b>19,557</b>	<b>34,253</b>	<b>16,800</b>	<b>18,650</b>	<b>17,240</b>	<b>-49.67%</b>	<b>2.62%</b>
44505 Training, travel, dues	12,744	14,644	25,000	20,000	25,000	70.71%	0.00%
44535 Financial Service Fees	0	0	0	2,000	1,200	NA	NA
44540 Professional Services	6,876	24,326	41,600	21,686	40,400	66.08%	-2.88%
<b>Services Subtotal</b>	<b>19,642</b>	<b>38,970</b>	<b>66,600</b>	<b>44,223</b>	<b>66,600</b>	<b>70.90%</b>	<b>0.00%</b>
48860 Machinery & Equipment	35,593	36,908	49,000	48,947	0	-100.00%	-100.00%
<b>Capital Outlay Subtotal</b>	<b>237,290</b>	<b>36,908</b>	<b>49,000</b>	<b>48,947</b>	<b>0</b>	<b>-100.00%</b>	<b>-100.00%</b>
<b>DIVISION TOTAL</b>	<b>9,498,163</b>	<b>9,823,217</b>	<b>10,095,179</b>	<b>10,097,583</b>	<b>10,312,478</b>	<b>4.98%</b>	<b>2.15%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>683,861</b>	<b>564,469</b>	<b>673,575</b>	<b>663,317</b>	<b>630,840</b>	<b>11.76%</b>	<b>-6.34%</b>

**Fire - Operations**  
**100-210-3**  
**Comments / Justification**

**42200 Operating Supplies** **87,500**  
This account is used for the general operating supplies of all of the fire stations.

**42210 Computer Equip & Supplies** **4,500**  
This account will be utilized for the replacement of ink, toner and paper for our computers. This account will also be used for the inventory tracking of EMS supplies and equipment.

**42220 Clothing Supplies** **136,500**  
The costs associated with clothing replacement have continued to rise as manufacturers continue to meet NFPA regulations. Helmets, gloves, firefighting boots, uniforms and accessories are purchased with this account. There will be approximately 26 replacement sets of gear that have reached their 10 year life span.

**42225 EMS Expenses and Supplies** **129,750**  
The majority of this account is for the purchase of EMS medical supplies. Our vendors have let us know that there will be at least a 5% increase in prices for this next year. With run volume increasing, more supplies are utilized to treat those patients.

**42281 Apparatus and Tools** **188,750**  
Items in this account are replacements for broken tools or upgrading to a better tool for the job. Included in this account is the purchase of new tools and equipment for the apparatus, upgrades in technology and the continued enhancement of programs within the Department. Several of these are portable radios, SCBA microphones, fire nozzles, replacement fire hose, SCUBA equipment, thermal imager upgrade and forcible entry tools, total \$161,600. These will benefit front line and reserve apparatus. 4 iPhones for MICU's \$800; Knox Box Upgrade \$26,350.

**43465 Misc. Equip Maint.** **17,240**  
This account is for the maintenance and repair of small power tools, hydraulic rescue tools, SCBA parts and repair and the calibration of the system (Quantifit) that tests our SCBA masks.

**44505 Training, travel, dues** **25,000**  
Travel, accommodations, per diem and conference fees for 7 people to attend the Fire Department Instructors Conference, 3 people to attend Fire Rescue International Conference and additional funds to send personnel to the International Association of Dive Rescue Specialists Conference.

**44535 Financial Service Fees** **1,200**  
Bank credit card fees moved from Professional Services line item.

**44540 Professional Services** **40,400**  
EMS Management Contractor services for approximately 20 hours per week. This service will provide support Battalion Chief of EMS in implementing, maintaining, managing and delivery of the EMS program.

**Fire - Training & Career Development  
100-210-4**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	0	0	0	0	0
Supplies	1,401	2,416	3,650	1,380	4,150
Maintenance	0	0	0	0	0
Services	130,277	150,261	162,761	146,235	179,471
Capital Outlay	0	10,216	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>131,678</b>	<b>162,894</b>	<b>166,411</b>	<b>147,615</b>	<b>183,621</b>

**Objectives**

- Provide training in accordance with the Texas Commission on Fire Protection.
- Provide training in accordance with the Texas Department of State Health Services
- Provide training in accordance with the NFPA and ISO.
- Provide opportunities for career development and promotional opportunities.
- Provide specialized training for technical rescue personnel.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Provide a minimum of 20 hours TCFP training per firefighter	24	24	20	20	20
Provide a minimum of 36 hours TDH EMS training per firefighter	36	36	36	36	36
Provide training to insure operational readiness of specialized rescue	16	16	16	16	16
Provide leadership classes for current and future officers	16	16	16	16	16

**Fire - Training & Career Development  
100-210-4**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
42200 Operating Supplies	1,321	1,113	1,750	860	1,750	57.19%	0.00%
42210 Computer Equipment	0	0	400	400	900	NA	125.00%
42281 Apparatus and Tools	80	1,303	1,500	100	1,500	15.12%	0.00%
<b>Supplies Subtotal</b>	<b>1,401</b>	<b>2,416</b>	<b>3,650</b>	<b>1,380</b>	<b>4,150</b>	<b>71.75%</b>	<b>13.70%</b>
44505 Training, travel, dues	63,083	88,202	89,311	87,235	102,921	16.69%	15.24%
44540 Professional Services	62,898	60,534	67,900	58,000	71,000	17.29%	4.57%
44565 Advert, Publications,	0	0	250	0	250	NA	0.00%
44573 Leases and Rentals	4,296	1,525	5,300	1,000	5,300	247.54%	0.00%
<b>Services Subtotal</b>	<b>130,277</b>	<b>150,261</b>	<b>162,761</b>	<b>146,235</b>	<b>179,471</b>	<b>19.44%</b>	<b>10.27%</b>
48860 Machinery & Equip	0	10,216	0	0	0	-100.00%	0.00%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>10,216</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>131,678</b>	<b>162,894</b>	<b>166,411</b>	<b>147,615</b>	<b>183,621</b>	<b>12.72%</b>	<b>10.34%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>131,678</b>	<b>162,894</b>	<b>166,411</b>	<b>147,615</b>	<b>183,621</b>	<b>12.72%</b>	<b>10.34%</b>

**Comments / Justification**

**42200 Operating Supplies**

Books, printing and office supplies for training purposes.

1,750

**42210 Computer Equipment & Supplies**

Computer supplies, software, ink and paper for training purposes.

900

**42281 Apparatus and Tool**

Materials and equipment for training needs \$1,500.

1,500

**44505 Training, travel, dues**

EMS Recertification fees , TCC EMS CE ,Online Education, EMS Conference, EMS Courses, TCFP Recertification fees and certification upgrades, TCC Fire CE, Company Officer Leadership, Instructor and Officer Classes, Scuba Training & Conference, Boat Training, TCC & NEFDA Rescue Training, Rescue Courses TEEX, TAFE Seminar, SCBA Maintenance Training, , Hospitality and Dues. Increase is due to tuition costs for paramedic school for fire recruits.

102,921

**44540 Professional Services**

Expenses related to annual promotional assessments and training specialist contractor for approximately 30 hours per week. Increase is due to increase costs for written test and assessment services.

71,000

**44573 Leases and Rentals**

Rental of facilities for live fire training.

5,300

**Fire - Emergency Management  
100-210-5**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	106,214	112,843	110,451	62,389	118,819
Supplies	8,739	8,824	15,300	3,924	13,400
Maintenance	0	12,328	16,700	3,000	16,700
Services	7,336	10,691	14,800	15,000	18,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>122,288</b>	<b>144,685</b>	<b>157,251</b>	<b>84,313</b>	<b>166,919</b>

**Objectives**

- Coordinate planning, training and exercise with the community by working with at least one community partner in development of a plan, presentation of training or development of an exercise.
- Provide emergency management and safety content to local publications at least bi-annually.
- Implement training and exercise plan for identified city staff.
- Complete the update of Emergency Operations Plan and Annexes.
- Test all outdoor warning sirens monthly.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Public Education and Outreach	5	4	4	4	1
Provide content to local publications	NA	NA	NA	NA	2
Implement training and exercise plan	NA	NA	NA	NA	100%
Complete the update of the Emergency Management Plan	100%	100%	100%	100%	100%
Monitor and test warning sirens	100%	100%	100%	100%	100%

**Fire - Emergency Management  
100-210-5**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
41100 Salaries-Full Time	84,587	86,725	87,074	45,000	84,050	-3.08%	-3.47%
41107 Salaries-Overtime	1,683	3,718	2,500	6,500	2,500	-32.76%	0.00%
41180 Salaries-Pt. and Hourly	2,393	3,300	0	0	14,129	328.15%	NA
41224 PARS Benefits	31	43	0	0	184	328.90%	NA
41236 TMRS Benefits	16,026	17,193	17,539	10,000	16,496	-4.05%	-5.95%
41247 Medicare	1,206	1,305	1,328	800	1,460	11.89%	9.94%
41271 Salaries-Longevity	288	559	384	89	0	-100.00%	-100.00%
41273 Salaries-SLBB	0	0	1,626	0	0	0.00%	-100.00%
<b>Personnel Services Subtotal</b>	<b>106,214</b>	<b>112,843</b>	<b>110,451</b>	<b>62,389</b>	<b>118,819</b>	<b>5.30%</b>	<b>7.58%</b>
42200 Operating Supplies	5,096	2,378	9,200	1,654	8,000	236.38%	-13.04%
42220 Clothing Supplies	0	388	250	100	150	-61.34%	-40.00%
42252 Educational & Rec.	82	68	750	200	750	1002.94%	0.00%
42281 Apparatus and Tools	1,483	3,675	2,100	216	1,500	-59.19%	-28.57%
42285 Motor Vehicle Fuel	2,078	2,314	3,000	1,754	3,000	29.63%	0.00%
<b>Supplies Subtotal</b>	<b>8,739</b>	<b>8,824</b>	<b>15,300</b>	<b>3,924</b>	<b>13,400</b>	<b>51.86%</b>	<b>-12.42%</b>
43465 Misc. Equipment Maint.	0	12,328	16,700	3,000	16,700	35.47%	0.00%
<b>Maintenance Subtotal</b>	<b>0</b>	<b>12,328</b>	<b>16,700</b>	<b>3,000</b>	<b>16,700</b>	<b>35.47%</b>	<b>0.00%</b>
44505 Training, travel, dues	5,168	4,138	7,500	7,000	11,000	165.81%	46.67%
44540 Professional Services	2,168	6,552	7,000	6,500	7,000	6.83%	0.00%
44565 Advert, Publications, Subscript	0	0	300	0	0	NA	NA
<b>Services Subtotal</b>	<b>7,336</b>	<b>10,691</b>	<b>14,800</b>	<b>15,000</b>	<b>18,000</b>	<b>68.37%</b>	<b>21.62%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>122,288</b>	<b>144,685</b>	<b>157,251</b>	<b>84,313</b>	<b>166,919</b>	<b>15.37%</b>	<b>6.15%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>13,996</b>	<b>29,528</b>	<b>43,800</b>	<b>20,170</b>	<b>45,100</b>	<b>52.74%</b>	<b>2.97%</b>

**Comments / Justification**

**42200 Operating Supplies**

**8,000**

Office and EOC supplies; Emergency Operations Plan printing costs; Special Events costs; business cards; public education costs; Weather Aware campaign printing costs; EOC Training and Exercise costs.

**42281 Apparatus and Tools**

**1,500**

Amateur Radio Equipment and weather station upkeep and emergency repair costs.

**43465 Misc. Equip Maint.**

**16,700**

Siren Maintenance Contract with annual fee and battery replacement costs; emergency repair costs; call outside of regular scheduled maintenance.

**44505 Training, travel, dues**

**11,000**

Professional association dues; annual training/certification/re-certification costs; three representatives of Grapevine to Texas Emergency Management Conference; IAEM conference attendance for EMC; IAEM CEM testing costs; North Central Texas Council of Governments Dues.

**44540 Professional Services**

**7,000**

WeatherBug Subscription Service \$1,500; CASA Weather Radar Subscription \$5000; Other professional services \$500.

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
312 - PARKS AND RECREATION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	636,474	651,073	557,751	554,005	701,101
Active Adults	372,915	357,587	387,674	365,500	432,926
Park Maintenance	4,030,289	4,411,839	4,470,617	4,719,118	4,714,629
Recreation	533,455	521,719	296,644	295,708	397,754
Aquatics	473,580	504,175	807,331	994,755	1,442,319
Athletics Programs	527,640	541,535	682,980	771,205	738,549
Recreation Programs	351,980	346,884	476,660	479,242	532,126
The REC	517,714	746,237	1,063,319	1,268,893	1,093,602
<b>Total</b>	<b>7,444,047</b>	<b>8,081,048</b>	<b>8,742,976</b>	<b>9,448,426</b>	<b>10,053,006</b>

<b><u>PARKS &amp; RECREATION</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Parks & Recreation Director	1	1	1	1	1
Deputy Parks & Recreation Director	0	0.5	1	1	1
Assistant Parks & Recreation Director	0.5	0	0	0	0
P&R Administrative Coordinator	1	1	1	1	1
Marketing Manager	1	1	0	0	0
Volunteer Services Manager	1	0	0	0	0
Volunteer Services Liaison	0	1	1	1	1
Recreation Superintendent	1	0	0	0	0
Athletic Manager	0	1	1	1	1
Athletic Supervisor	1	0	0	0	0
Event Production Supervisor	0	1	1	1	1
Lake Parks / Events Manager	0	1	0.5	0.5	0.5
Recreation & Senior Programs Supervisor	1	0	0	0	0
Recreation Coordinator	6	8	13	13	13
Reservation Specialist	0	1	1	1	1
CIP and Planning Manager	0	1	1	1	1
Asst. Director of Parks	1	0	0	0	0
Park Manager	1	1	1	1	1
Park Foreman	2	2	3	3	3
Athletics Groundskeeper	1	1	1	1	1
Parks Crew Leader	2	2	2	2	2
Aquatics Tech Coordinator	0	0	1	1	1
Equipment Operator I	4	4	4	4	4
Holiday & Irrigation Contract Coord.	0	1	1	1	1
Irrigation Technician II	2	1	1	1	1
Irrigation Technician I	1	2	2	2	2
Horticulturalist	1	1	1	1	1
Crew Worker	5	5	4	4	4
Lead Recreation Specialist	1	1	0	0	0
Sr. Center Supervisor	0	1	1	1	1
Asst. Senior Programs Supervisor	1	0	0	0	0
Recreation Facilities Manager	0	1	1	1	1
Recreation/Aquatic Supervisor	1	0	0	0	0
Recreation Supervisor	0	0	1	1	1
Aquatics Supervisor	0	0	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>36.50</b>	<b>40.50</b>	<b>46.50</b>	<b>46.50</b>	<b>46.50</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
312 - PARKS AND RECREATION

<u>PART-TIME POSITIONS</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Crew Worker (Seasonal)	2.810	0.581	0.581	0.581	0.581
Secretary	0.75	0	0	0	0
Recreation Coordinator	0.500	0.502	0.340	0.340	0.340
RCA I	2.624	2.212	2.437	2.437	2.437
RCA II	7.514	7.328	12.690	12.690	12.690
RC	0.500	0.500	0.500	0.500	0.500
Intern	0.000	0.000	0.000	0.000	0.000
Recreation Specialist	4.718	2.919	1.563	1.563	1.563
Bus Driver	0.980	0.980	0.980	0.980	0.980
Pool Manager	0.957	0.957	0.957	0.957	0.957
Assistant Pool Manager	0.980	0.980	0.980	0.980	0.980
Learn to Swim Coordinator	0.520	0.520	1.241	1.241	1.241
Swim Lesson Instructor	0.395	0.395	0.395	0.395	0.395
Swim Lesson Aide	0.352	0.352	0.352	0.352	0.352
Lifeguard	5.043	6.705	25.705	25.705	25.705
Cashier	0.837	1.668	1.668	1.668	1.668
<b>TOTAL PART-TIME POSITIONS</b>	<b>29.481</b>	<b>26.599</b>	<b>50.390</b>	<b>50.390</b>	<b>50.390</b>
<b>TOTAL GENERAL FUND</b>	<b>65.981</b>	<b>67.099</b>	<b>96.890</b>	<b>96.890</b>	<b>96.890</b>

**Parks & Recreation - Administration  
100-312-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	487,796	476,670	344,751	319,704	364,601
Supplies	49,594	53,984	58,000	81,100	75,000
Maintenance	0	0	0	0	0
Services	99,084	120,419	155,000	153,201	261,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>636,474</b>	<b>651,073</b>	<b>557,751</b>	<b>554,005</b>	<b>701,101</b>

**Objectives**

- Optimize resources and budget to maximize citizens exposure to parks and leisure services in Grapevine.
- Promote health, fitness, wellness, and lifelong learning members of The REC and the surrounding communities.
- Employ all resources available to be the premier Parks and Recreation Department in the State of Texas.
- Develop relationships with community partners and sponsors to provide opportunities for cultural awareness, environmental education/stewardship to kids of all ages.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Grant dollars Approved	\$265,000	\$20,000	\$1,000,000	\$1,000,000	\$1,800,000
Sponsorship dollars secured	\$25,250	\$57,745	\$50,000	\$50,000	\$50,000

**Parks & Recreation - Administration**  
**100-312-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	376,129	368,926	274,206	247,000	288,080	-21.91%	5.06%
41107 Salaries-Overtime	325	1,824	600	3,500	3,000	64.47%	400.00%
41180 Salaries-Pt. and Hourly	16,952	6,300	0	4,500	0	-100.00%	NA
41236 TMRS Benefits	75,087	72,683	54,743	50,000	57,666	-20.66%	5.34%
41247 Medicare	5,841	5,577	4,145	3,800	4,387	-21.34%	5.84%
41271 Salaries-Longevity	3,360	3,122	1,584	1,584	1,728	-44.65%	9.09%
41273 Salaries-SLBB	6,088	5,125	5,273	5,120	5,540	8.10%	5.06%
41275 Car Allowance	4,000	4,710	4,200	4,200	4,200	-10.82%	0.00%
<b>Personnel Services Subtotal</b>	<b>487,796</b>	<b>476,670</b>	<b>344,751</b>	<b>319,704</b>	<b>364,601</b>	<b>-23.51%</b>	<b>5.76%</b>
42200 Operating Supplies	40,501	42,516	35,000	62,700	40,000	-5.92%	14.29%
42220 Clothing Supplies	126	1,761	3,500	2,100	3,000	70.34%	-14.29%
42252 Educational & Rec.	1,495	2,430	5,000	5,500	4,000	64.64%	-20.00%
42261 Postage Charges	2,125	1,963	2,500	3,800	3,000	52.86%	20.00%
42281 Apparatus and Tools	5,347	5,315	12,000	7,000	25,000	370.37%	108.33%
<b>Supplies Subtotal</b>	<b>49,594</b>	<b>53,984</b>	<b>58,000</b>	<b>81,100</b>	<b>75,000</b>	<b>38.93%</b>	<b>29.31%</b>
44505 Training, travel, dues	15,244	18,165	15,000	22,201	16,500	-9.17%	10.00%
44525 Utilities	34,369	39,986	40,000	41,000	45,000	12.54%	12.50%
44535 Financial Service Fees	0	0	0	20,000	33,000	NA	NA
44540 Professional Services	49,471	62,103	100,000	70,000	167,000	168.91%	67.00%
<b>Services Subtotal</b>	<b>99,084</b>	<b>120,419</b>	<b>155,000</b>	<b>153,201</b>	<b>261,500</b>	<b>117.16%</b>	<b>68.71%</b>
<b>DIVISION TOTAL</b>	<b>636,474</b>	<b>651,073</b>	<b>557,751</b>	<b>554,005</b>	<b>701,101</b>	<b>7.68%</b>	<b>25.70%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>148,678</b>	<b>174,403</b>	<b>213,000</b>	<b>234,301</b>	<b>336,500</b>	<b>92.94%</b>	<b>57.98%</b>

**Parks & Recreation - Administration**

**100-312-1**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>40,000</b>
General office supplies-\$20,000; Departmental marketing needs-\$20,000.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>3,000</b>
Park Board shirts-\$1,500; Staff shirts-\$1,500.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>3,000</b>
Department postage for collateral pieces, various cards-\$3,000.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>25,000</b>
Various departmental computer needs-\$10,000, UPS equipment needed to protect computers and other IT systems at The REC-\$15,000.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>16,500</b>
NRPA Congress Saint Louis, MO., Director and Assistant Director-\$3,500; TRAPS State Conference Galveston, Director and Assistant Director-\$2,500, TRAPS Regional Conference Fort Worth, Director and Assistant Director-\$300; Professional Committee Travel, Director-\$700; Training for Administrative Assistant-\$1,500; Travel, Park and Rec Advisory Board-\$3,000, Mileage Reimbursement-\$1,000; Park Board Dinners-\$1,500, Various association membership dues-\$2,500.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>45,000</b>
Cell phones, iPad monthly charges.	
<b><u>44535</u></b> <b><u>Financial Service Fees</u></b>	<b>33,000</b>
Credit Card Fees previously charged to Professional Services.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>167,000</b>
Marketing plan update-\$40,000, surveys-\$5,000, engineering/testing costs to department-\$37,000, social media marketing-\$40,000, web development-\$45,000.	

**Parks & Recreation - Active Adults  
100-312-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	315,747	302,916	315,624	310,760	355,826
Supplies	46,157	43,576	60,400	45,446	62,000
Maintenance	0	0	0	0	0
Services	11,010	11,095	11,650	9,294	15,100
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>372,915</b>	<b>357,587</b>	<b>387,674</b>	<b>365,500</b>	<b>432,926</b>

**Objectives**

- Provide those 55 & better with relevant program, field trip, class and event opportunities that account for the generational differences in interest and ability within this segment of the population.
- Foster community, quality-of-life and independence for those 55 & better in the City of Grapevine.
- Build relationships with community partners that have an interest in cultivating current and future service available to Active Adults.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Customer surveys completed / satisfaction rate	207/99.24%	216 / 98.4%	150 / 95%	150 / 95%	250 / 95%
Number of special events, classes and programs offered / made	1083/1044	1023 / 996	800 / 750	800 / 750	1,200 / 1,116
Average number of daily riders in City vehicles	50	57	55	55	65
Senior Mover trips requested / provided	380/345	340 / 339	400 / 375	400 / 375	400 / 375
Persons registered for Active Adult programs	27,447	26,176	20,000	20,000	30,000
Average number of daily meals served	NA	NA	NA	NA	50
Volunteer hours worked	4,582	3,699	4,000	4,000	4,000

**Parks & Recreation - Active Adults  
100-312-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	81,589	86,442	127,821	127,815	185,573	114.68%	45.18%
41107 Salaries-Overtime	1,066	1,543	900	4,000	8,000	418.53%	788.89%
41180 Salaries-Pt. and Hourly	180,484	163,663	134,299	122,000	100,184	-38.79%	-25.40%
41224 PARS Benefits	213	287	322	10	182	-36.49%	-43.48%
41236 TMRS Benefits	46,123	43,934	46,076	50,700	54,005	22.92%	17.21%
41247 Medicare	3,758	3,664	3,848	3,800	4,311	17.66%	12.03%
41271 Salaries-Longevity	432	528	672	672	816	54.55%	21.43%
41273 Salaries-SLBB	2,083	2,856	1,686	1,763	2,755	-3.55%	63.40%
<b>Personnel Services Subtotal</b>	<b>315,747</b>	<b>302,916</b>	<b>315,624</b>	<b>310,760</b>	<b>355,826</b>	<b>17.47%</b>	<b>12.74%</b>
42200 Operating Supplies	14,275	12,369	25,000	15,620	25,000	102.11%	0.00%
42220 Clothing Supplies	547	420	500	555	1,000	138.10%	100.00%
42252 Educational & Rec.	14,210	15,026	16,000	16,614	20,500	36.43%	28.13%
42261 Postage Charges	3,180	3,860	3,900	1,000	4,000	3.63%	2.56%
42281 Apparatus and Tools	0	136	0	1,300	1,500	1000.19%	NA
42285 Motor Vehicle Fuel	13,945	11,764	15,000	10,357	10,000	-14.99%	-33.33%
<b>Supplies Subtotal</b>	<b>46,157</b>	<b>43,576</b>	<b>60,400</b>	<b>45,446</b>	<b>62,000</b>	<b>42.28%</b>	<b>2.65%</b>
44505 Training, travel, dues	2,587	3,657	3,500	2,280	3,500	-4.29%	0.00%
44540 Professional Services	1,841	2,595	2,550	1,464	3,000	15.61%	17.65%
44572 Recreation Contract Svcs.	4,918	4,455	4,600	5,340	7,600	70.59%	65.22%
44573 Leases and Rentals	1,665	388	1,000	210	1,000	157.53%	0.00%
<b>Services Subtotal</b>	<b>11,010</b>	<b>11,095</b>	<b>11,650</b>	<b>9,294</b>	<b>15,100</b>	<b>36.10%</b>	<b>29.61%</b>
<b>DIVISION TOTAL</b>	<b>372,915</b>	<b>357,587</b>	<b>387,674</b>	<b>365,500</b>	<b>432,926</b>	<b>21.07%</b>	<b>11.67%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>43,222</b>	<b>42,907</b>	<b>57,050</b>	<b>44,383</b>	<b>67,100</b>	<b>56.39%</b>	<b>17.62%</b>

**Parks & Recreation - Active Adults**

**100-312-2**

**Comments / Justification**

**42200 Operating Supplies** **25,000**

cups, plates, plastic utensils for SAC lunch program- \$2,000; membership key fobs- \$1,000; coffee and drinks- \$4,500; Grape Affair Newsletter- \$5,000; table clothes- \$500; office supplies- \$2,000; GSCAB meetings- \$500; staff and participant recognition- \$500; lunch service during SCS closures- \$9,000.

**42220 Clothing Supplies** **1,000**

Staff Clothing Supplies- \$1,000

**42252 Educational & Rec.** **20,500**

arts & crafts supplies-\$3,000; bingo prizes-\$750; Christmas party-\$5,000; senior dances-\$4,000; Noon Year's Eve party-\$750; Veteran's Day lunch-\$750; cookouts-\$1,000; Thanksgiving lunch-\$750; Valentine's Day-\$750; Mother's Day-\$750; Father's Day-\$750; Easter party-\$250; Volunteer Appreciation Luncheon-\$2,000.

**42261 Postage Charges** **4,000**

Grape Affair newsletter mailing-\$3,900; SeniorMovers application mailings-\$100.

**42281 Apparatus and Tools** **1,500**

Replace clocks- \$250; AED supplies- \$250; misc. machine replacement to include commercial kitchen equipment- \$1,000.

**44505 Training, travel, dues** **3,500**

CDL renewals-\$150; field trips for Active Adults-\$600; TRAPS memberships-\$350; ArtReach membership-\$150; TRAPS Regional Conference-\$195; TRAPS State Conference-\$750; CPR and First Aid certifications-\$250; staff development-\$400; Constant Contact and Brand Aid training-\$655.

**44540 Professional Services** **3,000**

Band and DJ services-\$1,200; shredding services-\$400; marketing materials-\$1,000; background checks-\$400.

**44572 Recreation Contract Svc** **7,600**

Line Dancing-\$2,400; Ceramics-\$2,600; Jewelry-\$1,800; Pilates/Zumba-\$800.

**44573 Leases and Rentals** **1,000**

bus rental-\$500; special events-\$500.

**Parks & Recreation - Park Maintenance  
100-312-3**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,160,129	1,101,620	1,206,117	1,193,787	1,364,049
Supplies	192,369	234,474	211,100	252,817	244,400
Maintenance	185,361	219,627	204,500	234,712	206,000
Services	2,475,003	2,856,118	2,848,900	3,012,526	2,900,180
Capital Outlay	17,427	0	0	25,275	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>4,030,289</b>	<b>4,411,839</b>	<b>4,470,617</b>	<b>4,719,118</b>	<b>4,714,629</b>

**Objectives**

- To provide well maintained, safe, age appropriate ADA accessible playgrounds, fields, and recreation area for people of all ages to use for recreation and leisure.
- Provide environmentally focused outreach and community engagement activities for a diverse demographic.
- Pursue grants to develop and maintain sustainable landscaping and medians to enhance the beautification of parks, roadways, and facilities.
- Develop messaging and practices both internally and externally to support recycling, conservation, and sustainability efforts. Increase community partnerships with organizations willing to promote and support environmental stewardship.
- Maximize a volunteer-based workforce to promote a "Cleaner, Greener, Grapevine" in coordination/cooperation with Keep Grapevine Beautiful and the Solid Waste Program.
- Increase community awareness of the Botanical Gardens at Heritage Park.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of classes, programs, & events offered/made	N/A	N/A	N/A	N/A	60/ 48
Number of patrons at the Botanical Gardens	N/A	N/A	N/A	N/A	15,000
Total acres maintained	1,662	1,662	1,677	1,677	1,677
Total acres under irrigation	210	210	225	225	225
Playgrounds maintained	36	37	37	37	37
ADA / CPSC playgrounds retrofitted	3	2	2	2	2
Facility / median landscapes enhanced	6	8	5	5	5
Customer satisfaction rate	100%	100%	100%	100%	100%
Man hours per non-department events	4,500	4,600	4,600	4,600	4,600
Grant dollars sought/awarded	\$161,469	\$320,248	\$349,332	\$349,332	\$300,000 / \$75,000
Number of area adopted by citizens	279	75	75	75	80
Volunteer hours/value of hours	17,255	7,833	15,000	15,000	1,200 / \$30,000

**Parks & Recreation - Park Maintenance  
100-312-3**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	799,827	759,104	900,497	850,000	981,744	29.33%	9.02%
41107 Salaries-Overtime	77,249	77,617	60,000	75,000	60,000	-22.70%	0.00%
41180 Salaries-Pt. and Hourly	44,593	100	24,005	9,000	24,005	23864.26%	0.00%
41190 Wages - Contract Labor	45,956	73,648	0	60,000	60,000	-18.53%	NA
41224 PARS Benefits	580	1	312	151	312	23900.00%	0.00%
41236 TMRS Benefits	164,375	163,057	187,602	170,000	202,349	24.10%	7.86%
41247 Medicare	13,231	12,165	14,553	14,000	15,742	29.41%	8.17%
41271 Salaries-Longevity	4,736	5,384	5,280	5,344	6,048	12.33%	14.55%
41273 Salaries-SLBB	9,582	10,544	13,868	10,292	13,849	31.35%	-0.14%
<b>Personnel Services Subtotal</b>	<b>1,160,129</b>	<b>1,101,620</b>	<b>1,206,117</b>	<b>1,193,787</b>	<b>1,364,049</b>	<b>23.82%</b>	<b>13.09%</b>
42200 Operating Supplies	21,552	22,451	22,000	20,000	44,800	99.54%	103.64%
42205 Grounds Maintenance	96,701	144,125	100,000	156,000	120,000	-16.74%	20.00%
42220 Clothing Supplies	9,367	7,875	9,000	12,700	9,000	14.28%	0.00%
42252 Educational & Rec.	6,212	1,699	3,500	3,117	3,500	106.03%	0.00%
42281 Apparatus and Tools	10,486	15,055	21,600	21,000	22,100	46.80%	2.31%
42285 Motor Vehicle Fuel	48,051	43,269	55,000	40,000	45,000	4.00%	-18.18%
<b>Supplies Subtotal</b>	<b>192,369</b>	<b>234,474</b>	<b>211,100</b>	<b>252,817</b>	<b>244,400</b>	<b>4.23%</b>	<b>15.77%</b>
43355 Recreation Facilities	177,434	212,815	200,000	225,000	200,000	-6.02%	0.00%
43465 Misc. Equipment Maint.	7,787	6,017	4,500	8,180	6,000	-0.28%	33.33%
<b>Maintenance Subtotal</b>	<b>185,361</b>	<b>219,627</b>	<b>204,500</b>	<b>234,712</b>	<b>206,000</b>	<b>-6.20%</b>	<b>0.73%</b>
44505 Training, travel, dues	22,293	24,088	14,500	27,500	20,000	-16.97%	37.93%
44525 Utilities	729,041	868,218	744,400	843,320	744,400	-14.26%	0.00%
44540 Professional Services	1,673,637	1,919,415	2,010,000	2,107,906	2,055,780	7.10%	2.28%
44573 Leases and Rentals	50,032	44,397	80,000	33,800	80,000	80.19%	0.00%
<b>Services Subtotal</b>	<b>2,475,003</b>	<b>2,856,118</b>	<b>2,848,900</b>	<b>3,012,526</b>	<b>2,900,180</b>	<b>1.54%</b>	<b>1.80%</b>
48850 Improv. other than Bldgs.	0	0	0	7,026	0	0.00%	0.00%
48860 Machinery & Equipment	17,427	0	0	18,249	0	0.00%	0.00%
<b>Capital Outlay Subtotal</b>	<b>17,427</b>	<b>0</b>	<b>0</b>	<b>25,275</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>4,030,289</b>	<b>4,411,839</b>	<b>4,470,617</b>	<b>4,719,118</b>	<b>4,714,629</b>	<b>6.86%</b>	<b>5.46%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>2,821,970</b>	<b>3,266,483</b>	<b>3,209,500</b>	<b>3,485,131</b>	<b>3,305,580</b>	<b>1.20%</b>	<b>2.99%</b>

**Parks & Recreation - Park Maintenance**

**100-312-3**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>44,800</b>
Includes general office supplies, professional publications, employee appreciation, shop, and KGVB related supplies.	
<b><u>42205</u></b> <b><u>Grounds Maintenance</u></b>	<b>120,000</b>
Includes chemicals, fertilizer and seed for all the athletic fields in the City and tree sharing.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>22,100</b>
Includes hand tools, shovels, rakes, power tools, drill, saws, chainsaws, blowers, weed eater, etc.	
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b>	<b>6,000</b>
Includes the repair and maintenance of small gas engines and power equipment.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>20,000</b>
TRAPS State Conference for Parks Manager, CIP Manager, & Foreman (4 days) \$3,000 Galveston, TX; Texas Turf Grass Conference foreman & two crew leaders (3 days) \$1,500 San Antonio, TX; TX State Botanical Conference, Horticulturalist (2 days) \$600 location TBA; NRPA Parks Manager, CIP Manager (4 days) \$3,000 ST. Louis, MO; STMA conference Foreman (4 days) \$2,200 San Diego, CA; Public Garden Association annual conference, Horticulturalist \$ 2,300 location TBA; Irrigation CEU training for Parks Manager and 2 techs \$600 location TBA; CEU training for TDA pesticide license for 4 foreman, 2 crew leaders & 3 EQ I \$500 location TBA; Misc. training for staff professional development \$1,000. LA License for CIP Manager \$350; ASLA State Conference for the CIP Manager \$1,000; KGVB/Volunteer Services liaison and associated travel/meeting needs \$3,950.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>744,400</b>
Water \$500,000; Electric \$230,000; Phone \$14,400.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>2,055,780</b>
Janitorial \$120,000; Tree Maintenance \$280,000; Contract Maintenance \$10,000; Landscape Management (litter, fertilization, mowing, annual color, bed maint, and TXDOT ROW) 1,628,500; Water Feature Maintenance and services needed for KGVB \$17,280.	
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b>	<b>80,000</b>
Includes large equipment & tool rental \$20,000; Port-a-Lets \$40,000; Bucket trucks for Christmas decorations \$20,000.	

**Parks & Recreation - Recreation  
100-312-4**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	451,797	439,588	214,144	185,278	216,254
Supplies	37,014	30,151	35,500	44,114	60,250
Maintenance	37	0	0	0	0
Services	44,607	51,980	47,000	66,316	121,250
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>533,455</b>	<b>521,719</b>	<b>296,644</b>	<b>295,708</b>	<b>397,754</b>

**Objectives**

- Provide and maintain premier places for residents and businesses to host meetings, birthday parties, and corporate functions.
- Provide holiday event experiences for the City of Grapevine that will provide opportunities for economic development.
- Provide recreation/community events as quality of life opportunities.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Total Community Events Participation (Rev/Non-Rev)	74,059	60,428	70,000	70,000	16,000
Overall division customer satisfaction rate	98.30%	97.34%	96.00%	96.00%	96.00%
Number of indoor facility rentals/Total Hours rented	380 / 1,300.75	712 / 1,801.25	600/1,500	600/1,500	615/1,600
Number of lake park pavilion rentals/Total hours rented	131 / 1,662	192 / 2,153	80/900	80/900	100/1,400
Number of park pavilion rentals/Total hours rented	419 / 2,217	780 / 2,911.5	400/1,200	400/1,200	420/2,000

**Parks & Recreation - Recreation  
100-312-4**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	333,922	311,619	173,988	132,000	172,893	-44.52%	-0.63%
41107 Salaries-Overtime	1,249	12,664	900	12,653	3,000	-76.31%	233.33%
41180 Salaries-Pt. and Hourly	34,933	34,028	1,929	6,700	1,967	-94.22%	1.97%
41224 PARS Benefits	205	44	25	500	26	-40.77%	4.00%
41236 TMRS Benefits	67,234	68,485	33,689	29,000	33,883	-50.52%	0.58%
41247 Medicare	5,292	5,134	2,579	2,400	2,606	-49.24%	1.05%
41271 Salaries-Longevity	3,428	2,880	312	624	432	-85.00%	38.46%
41273 Salaries-SLBB	5,533	4,734	722	1,401	1,447	-69.44%	100.42%
<b>Personnel Services Subtotal</b>	<b>451,797</b>	<b>439,588</b>	<b>214,144</b>	<b>185,278</b>	<b>216,254</b>	<b>-50.81%</b>	<b>0.99%</b>
42200 Operating Supplies	20,002	17,808	16,000	20,000	22,500	26.35%	40.63%
42220 Clothing Supplies	645	680	500	60	1,000	47.07%	100.00%
42252 Educational & Rec.	13,742	8,763	15,000	17,000	30,950	253.21%	106.33%
42261 Postage Charges	241	35	300	50	300	748.42%	0.00%
42281 Apparatus and Tools	10	175	200	5,000	2,500	1326.70%	1150.00%
42285 Motor Vehicle Fuel	2,374	2,690	3,500	2,004	3,000	11.53%	-14.29%
<b>Supplies Subtotal</b>	<b>37,014</b>	<b>30,151</b>	<b>35,500</b>	<b>44,114</b>	<b>60,250</b>	<b>99.83%</b>	<b>69.72%</b>
44505 Training, travel, dues	7,535	4,720	5,000	4,000	7,100	50.43%	42.00%
44540 Professional Services	25,959	30,034	22,000	36,416	58,850	95.95%	167.50%
44572 Recreation Contract Svcs.	198	75	3,000	900	16,500	21900.00%	450.00%
44573 Leases and Rentals	10,915	17,151	17,000	25,000	38,800	126.22%	128.24%
<b>Services Subtotal</b>	<b>44,607</b>	<b>51,980</b>	<b>47,000</b>	<b>66,316</b>	<b>121,250</b>	<b>133.26%</b>	<b>157.98%</b>
<b>DIVISION TOTAL</b>	<b>533,455</b>	<b>521,719</b>	<b>296,644</b>	<b>295,708</b>	<b>397,754</b>	<b>-23.76%</b>	<b>34.08%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>79,284</b>	<b>79,441</b>	<b>79,000</b>	<b>108,426</b>	<b>178,500</b>	<b>124.70%</b>	<b>125.95%</b>

**Parks & Recreation - Recreation**

**100-312-4**

**Comments / Justification**

**42200 Operating Supplies** **22,500**

General Office Supplies for Events & Reservation Program Areas - \$8,750; Marketing & Promotional items including printing - \$12,750; laminating - \$500; Cleaning supplies - \$500.

**42220 Clothing Supplies** **1,000**

Additional shirts needed for volunteers at community wide special events, especially due to scope and size of event and number of volunteers required - \$1,000.

**42252 Educational & Rec.** **30,950**

Community Events Program/Production Supplies: Carol of Lights & Light Show Spectacular - \$4,500; Fourth Friday Films - \$500; Concert Series - \$1,250; Egg Hunt - \$5,000 (candy, prizes, and other program supplies); GrapeYard - \$6,000 Daddy/Daughter Dance - \$4000; Mother/Son - \$2,500; Mom/Me Tea - \$2,700; Aftermath - \$3,000; Father/Son - \$1,500.

**42281 Apparatus & Tool** **2,500**

Technical productions tools, camera, lenses, pods - \$2,500.

**44505 Training, travel, dues** **7,100**

IFEA (Event Management School) - \$5,500, TFEA - \$1,300, TRAPS Regional - \$300.

**44540 Professional Services** **58,850**

Professional Marketing and Promotion Development & Distribution \$4,000; Mother/Son - \$2,500; Daddy/Daughter - \$15,000; Mom/Me Tea - \$2,600; Aftermath - \$2,000; Father/Son - \$2,500; Carol of Lights - \$5,250; Concert Series - \$4,500 (talent); \$1,500 (av); Egg Hunt - \$2,000; GrapeYard - \$13,000; various A/V for events - \$2,000; Veterans Parade - \$2,000.

**44572 Recreation Contract Services** **16,500**

This amount is utilized for revenue producing activities, camps and events.

**44573 Leases and Rentals** **38,800**

Carol of Lights - \$11,000; Friday Films, \$2,000; Radio Rental - \$1,500; Grapeyard - \$8,300; Daddy/Daughter - \$3,000; Mother/Son - \$3,500; Mon-n-Me Tea- \$1,500; Aftermath - \$3,500; Father/Son - \$2,500; Veterans Parade - \$2,000.

**Parks & Recreation - Aquatics  
100-312-5**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	329,639	346,755	633,231	781,262	1,142,869
Supplies	80,407	96,738	98,100	134,567	160,200
Maintenance	14,068	12,468	18,000	20,000	20,000
Services	49,466	48,214	58,000	58,926	119,250
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>473,580</b>	<b>504,175</b>	<b>807,331</b>	<b>994,755</b>	<b>1,442,319</b>

**Objectives**

- Promote water safety for both youth and adults by providing opportunities for community education and training.
- Offer a diverse selection of aquatic fitness opportunities for those of all abilities and ages.
- To register at least 1,500 people in the Learn To Swim program.
- Provide quality aquatic facilities that foster community and encourage "kids of all ages" to enjoy the health benefits of aquatic play year round.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Total public swim attendance	48,680	46,120	60,000	60,000	75,000
Learn To Swim participants	1,482	1,139	1,500	1,500	2,000
Special event attendance	547	415	1,000	1,000	1,250
Customer surveys / satisfaction rate	480 / 98.2%	57 / 95.78%	475 / 96%	475 / 96%	475 / 96%
Swim team participants	185	123	170	170	170
Aquatic fitness class registrants	141	72	300	300	400
Semi-private classes offered/made	204 / 195	180 / 164	225 / 200	225 / 200	250 / 225
Number of private lessons	118	65	120	120	150
Active Adult fitness class programs/participants	NA	NA	NA	NA	200

**Parks & Recreation - Aquatics  
100-312-5**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	0	22	104,147	104,000	341,262	NA	227.67%
41107 Salaries-Overtime	0	0	0	18,000	8,000	NA	NA
41180 Salaries-Pt. and Hourly	320,669	337,449	492,803	614,000	701,231	107.80%	42.29%
41224 PARS Benefits	4,158	4,387	6,274	8,000	8,984	104.79%	43.19%
41236 TMRS Benefits	163	4	20,191	25,000	66,844	NA	231.06%
41247 Medicare	4,649	4,893	8,527	11,000	15,106	208.70%	77.15%
41271 Salaries-Longevity	0	0	384	384	432	NA	12.50%
41273 Salaries-SLBB	0	0	905	878	1,010	NA	11.60%
<b>Personnel Services Subtotal</b>	<b>329,639</b>	<b>346,755</b>	<b>633,231</b>	<b>781,262</b>	<b>1,142,869</b>	<b>229.59%</b>	<b>80.48%</b>
42200 Operating Supplies	26,819	38,907	24,000	50,000	29,000	-25.46%	20.83%
42205 Grounds Maintenance	21,512	35,190	35,000	36,000	61,500	74.77%	75.71%
42220 Clothing Supplies	2,079	3,749	7,500	8,720	12,000	220.12%	60.00%
42252 Educational & Rec.	16,935	10,420	16,000	11,347	23,500	125.53%	46.88%
42281 Apparatus and Tools	13,062	8,473	15,600	26,000	26,700	215.12%	71.15%
42300 Cost of Goods Sold	0	0	0	2,500	7,500	NA	NA
<b>Supplies Subtotal</b>	<b>80,407</b>	<b>96,738</b>	<b>98,100</b>	<b>134,567</b>	<b>160,200</b>	<b>65.60%</b>	<b>63.30%</b>
43355 Recreation Facilities	14,068	11,990	18,000	17,000	20,000	66.81%	11.11%
<b>Maintenance Subtotal</b>	<b>14,068</b>	<b>12,468</b>	<b>18,000</b>	<b>20,000</b>	<b>20,000</b>	<b>60.41%</b>	<b>11.11%</b>
44505 Training, travel, dues	5,284	7,008	7,000	8,203	7,250	3.46%	3.57%
44540 Professional Services	19,065	19,332	16,000	30,723	72,000	272.44%	350.00%
44572 Recreation Contract Svcs.	20,874	17,568	30,000	20,000	35,000	99.23%	16.67%
44573 Leases and Rentals	4,244	4,306	5,000	0	5,000	16.13%	0.00%
<b>Services Subtotal</b>	<b>49,466</b>	<b>48,214</b>	<b>58,000</b>	<b>58,926</b>	<b>119,250</b>	<b>147.34%</b>	<b>105.60%</b>
<b>DIVISION TOTAL</b>	<b>473,580</b>	<b>504,175</b>	<b>807,331</b>	<b>994,755</b>	<b>1,442,319</b>	<b>186.08%</b>	<b>78.65%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>143,941</b>	<b>157,420</b>	<b>174,100</b>	<b>213,493</b>	<b>299,450</b>	<b>90.22%</b>	<b>72.00%</b>

**Parks & Recreation - Aquatics**

**100-312-5**

**Comments / Justification**

**42200 Operating Supplies** **29,000**

\$4,000 for Office Supplies; \$2,000 cashier/front desk supplies; \$4,500 First Aid supplies; \$4,000 for Pool LTS; Event printing \$3,000 outdoor facility marketing; \$6,000 for indoor program marketing, advertising and promotion; \$3,000 cleaning supplies; \$2,500 in test kits and supplies. \*\*increases due to new indoor aquatic facility operating 52 weeks in FY16.

**42205 Ground Maintenance** **61,500**

\$55,000 chemical/sanitation for all pools; \$6,500 for shock, algacide, additives, etc. \*\*increases due to new indoor aquatic facility operating 52 weeks in FY16.

**42220 Clothing Supplies** **12,000**

\$4,000 for Outdoor/Season Lifeguard; Swim Instructor, Manager and Coordinator uniforms \$8,000 for new indoor aquatic facility operating 52 weeks in FY16.

**42252 Educational & Rec.** **23,500**

\$3,000 Outdoor Pool Special Events; \$1,500 Doggie Dive-In; \$5,000 for holiday/fun days at pools; \$5,000 LTS program; \$6,000 ARC fees; \$3,000 for new programs operating 52 weeks in FY16.

**42281 Apparatus and Tools** **26,700**

\$6,000 Safety/Lifeguard Equipment; \$5,500 Training Equipment (AED Trainers, Mannequins, etc.); \$3,200 pool cleaning equipment, \$2,000 poles/attachments; \$10,000 ADA/Specialized equipment \*\*increases due to indoor aquatic facility operating 52 weeks in FY16.

**42300 Aqua Cost of Goods Sold** **7,500**

POS for Dove Waterpark and Pleasant Glade Pool.

**43355 Recreation Facilities** **20,000**

\$20,000 for repairs/replacement of pumps, filters, motors, decking, features, fencing, flooring, etc. based on priority of safety, operational functionality, unforeseen malfunctions, improvements, aesthetics and patron need/experience.

**44505 Training, travel, dues** **7,250**

TRAPS Regional Conference- \$150, TX Public Pool Council Supervisor & Coordinators \$500, TRAPS State Conference-\$1,000, Aquatic Conferences for Supervisor or Coordinator-\$750, Aquatic Staff Re-certification-\$2,500, Hospitality-\$650, Memberships (NRPA, TRAPS, TPPC)-\$500; Aquatic staff to attend the World Water Park Association Symposium-\$1,200.

**44540 Professional Services** **72,000**

\$2,000 for A/V services at pool events; \$35,000 for pool cleaning service; \$5,000 for professional marketing services; \$30,000 for service maintenance agreement at Dove Waterpark, Pleasant Glade Pool and The REC Aquatic Center

**44572 Recreation Contract Svcs.** **35,000**

Contractor payments for swim team coach, aerobics instructors, etc. All expenditures in this line item are directly correlated to revenue. Increase in fees and participation are directly correlated to increases in revenue.

**44573 Leases and Rentals** **5,000**

\$1,400 pool event rentals/attractions; \$2,700 for Swim Meet bleacher rental; \$900 for service equipment rental.

**Parks & Recreation - Athletics Programs  
100-312-6**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	35,549	55,571	240,540	216,733	255,464
Supplies	65,221	61,398	64,380	99,428	69,380
Maintenance	630	410	2,980	1,600	2,980
Services	426,239	424,155	375,080	453,444	410,725
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>527,640</b>	<b>541,535</b>	<b>682,980</b>	<b>771,205</b>	<b>738,549</b>

**Objectives**

- Provide a safe, fun, & competitive learning experience through leagues, classes, and camps.  
Foster working relationships and partnerships with local school districts, civic groups, co-sponsored youth associations and other entities to provide quality athletic programming opportunities to the community.
- Provide opportunities for local, state, and national tournaments to bring in players and spectators which bring economic impact to the City of Grapevine.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Athletic leagues / youth registrants	7 / 6,126	7 / 6,250	7 / 5,500	7 / 5,500	7/6,000
Athletic leagues / adult registrants	19 / 9,588	20 / 9,248	18 / 10,000	18 / 10,000	18/10,250
Sport camps / youth registrants	7 / 273	6 / 297	6 / 250	6 / 250	6 / 300
Community Camps - Outreach	NA	NA	NA	NA	3/75
Tennis Classes/youth registrants	450	285	550	550	575
Tennis classes/adult registrants	61	56	160	160	170
Customer satisfaction rate	6 / 93%	6 / 92%	10 / 96%	10 / 96%	10 / 96%
Percent of cost recovery	131%	130%	110%	110%	110%
Co-Sponsored association program registrants	5,633	5,100	4,200	4,200	4,200
Number of tournaments offered/teams registered	25 / 1,333	27 / 972	27 / 861	27 / 861	27/861

**Parks & Recreation - Athletics Programs**  
**100-312-6**

<u>Expenditure Detail</u>	2012-13	2013-14	2014-15	2014-15	2015-16	Change from	Change from
	Actual	Actual	Budget	Estimate	Proposed	FY14 Actual	FY15 Budget
41100 Salaries-Full Time	0	1,103	159,401	142,000	166,301	14981.94%	4.33%
41107 Salaries-Overtime	0	118	0	14,000	5,000	4132.27%	NA
41180 Salaries-Pt. and Hourly	34,543	52,504	42,843	25,325	43,700	-16.77%	2.00%
41224 PARS Benefits	445	671	557	320	568	-15.38%	1.97%
41236 TMRS Benefits	61	397	31,205	30,172	33,303	8287.61%	6.72%
41247 Medicare	501	778	2,984	2,555	3,167	306.89%	6.13%
41271 Salaries-Longevity	0	0	1,296	960	1,056	NA	-18.52%
41273 Salaries-SLBB	0	0	2,254	1,401	2,369	NA	5.10%
<b>Personnel Services Subtotal</b>	<b>35,549</b>	<b>55,571</b>	<b>240,540</b>	<b>216,733</b>	<b>255,464</b>	<b>359.71%</b>	<b>6.20%</b>
42200 Operating Supplies	10,635	5,515	10,580	7,716	10,580	91.85%	0.00%
42220 Clothing Supplies	8,264	7,064	8,500	10,000	8,500	20.33%	0.00%
42252 Educational & Rec.	46,254	41,606	45,000	41,712	50,000	20.18%	11.11%
42261 Postage Charges	69	80	300	0	300	273.46%	0.00%
<b>Supplies Subtotal</b>	<b>65,221</b>	<b>61,398</b>	<b>64,380</b>	<b>99,428</b>	<b>69,380</b>	<b>13.00%</b>	<b>7.77%</b>
43355 Recreation Facilities	630	410	1,980	0	1,980	382.99%	0.00%
43465 Misc. Equipment Maint.	0	0	1,000	1,600	1,000	NA	0.00%
<b>Maintenance Subtotal</b>	<b>630</b>	<b>410</b>	<b>2,980</b>	<b>1,600</b>	<b>2,980</b>	<b>626.92%</b>	<b>0.00%</b>
44505 Training, travel, dues	1,353	2,986	3,080	2,936	3,725	24.74%	20.94%
44540 Professional Services	14,658	15,248	32,000	35,152	32,000	109.86%	0.00%
44572 Recreation Contract Svcs.	410,228	405,921	340,000	415,356	375,000	-7.62%	10.29%
<b>Services Subtotal</b>	<b>426,239</b>	<b>424,155</b>	<b>375,080</b>	<b>453,444</b>	<b>410,725</b>	<b>-3.17%</b>	<b>9.50%</b>
<b>DIVISION TOTAL</b>	<b>527,640</b>	<b>541,535</b>	<b>682,980</b>	<b>771,205</b>	<b>738,549</b>	<b>36.38%</b>	<b>8.14%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>492,090</b>	<b>485,964</b>	<b>442,440</b>	<b>554,472</b>	<b>483,085</b>	<b>-0.59%</b>	<b>9.19%</b>

**Parks & Recreation - Athletics Programs**

**100-312-6**

**Comments / Justification**

**42200 Operating Supplies** **10,580**  
\$4,000 Play Grapevine; \$4,000 Marketing/Printing for Bear Creek Disc Golf & Tennis Programs; \$2,580 Marketing/Printing for athletic programs.

**42220 Clothing Supplies** **8,500**  
\$5,500 for youth basketball jerseys; \$2,000 for youth volleyball jerseys; \$1,000 for staff/contractors.

**42252 Educational & Rec.** **50,000**  
\$25,000 Awards for leagues; \$20,000 Program supplies and equipment; \$5,000 TAAF and ASA Team Registrations. Increase of \$5,000 due to increased level of concessions and popularity of leagues.

**42261 Postage Charges** **300**  
\$300 for athletic program postage and stamps for mail-outs.

**43465 Misc. Equip Maint.** **1,000**  
\$1,000 scoreboard maintenance/repairs.

**44505 Training, travel, dues** **3,725**  
\$1,030 - Athletics Manager TAAF Annual Conference; \$940 - 2 athletic coordinators TAAF Annual Conference; \$920 - 2016 Bike Friendly/Texas Trail Network Conference; \$225 TRAPS Annual Memberships; \$200 TAAF Annual Membership; \$100 American Trails Annual Membership; \$100 TTN Annual Membership; \$210 Hospitality for meetings;

**44540 Professional Services** **32,000**  
\$15,000 - GCISD & FCS facility improvements; \$14,000 Youth Basketball & Youth Volleyball background checks for coaches; \$2,000 for staff and utility fees; \$1,000 exterminator for Oak Grove Softball, baseball, soccer and Meadowmere soccer facilities.

**44572 Recreation Contract Svcs.** **375,000**  
This is the 6th fiscal year of incremental increases of \$35,000 to get the 312-6 budget in line with the actual expenses of this line item. Staff took on additional programming at OGBF concession stand - Contract personnel allows for additional expenses as well as increased participation levels. Revenue will justify expenses.

**Parks & Recreation - Recreation Programs  
100-312-7**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	36,603	15,189	52,510	63,607	64,326
Supplies	51,945	61,863	78,700	100,520	125,500
Services	263,432	269,833	345,450	315,115	342,300
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>351,980</b>	<b>346,884</b>	<b>476,660</b>	<b>479,242</b>	<b>532,126</b>

**Objectives**

- Provide a variety of classes and programs that allow students to explore educational opportunities, participate in fitness classes and gain experience in the fine arts.
- Reach the financial goals for recreation programs as established in The REC of Grapevine business plan that was approved by council in 2012.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Youth registered in programs at The REC	14,038	6,838	11,000	11,000	15,000
Adults registered in programs at The REC	12,963	9,773	10,000	10,000	14,000
Number of customer surveys returned/satisfaction rate	95 / 97.31%	99 / 98.41%	200 / 96%	200 / 96%	200 / 96%
Number of classes offered/number made	644 / 546	324 / 278%	700 / 575	700 / 575	700 / 581
Cost recovery	170.00%	153.00%	140.00%	140.00%	140.00%
Class success rate	86.00%	82.00%	83.00%	83.00%	83.00%
Gross program revenue	NA	NA	NA	NA	\$1,000,000

**Parks & Recreation - Recreation Programs  
100-312-7**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
41107 Salaries-Overtime	628	854	0	9,000	10,000	1071.40%	NA
41180 Salaries-Pt. and Hourly	34,873	13,730	51,105	50,500	52,127	279.65%	2.00%
41224 PARS Benefits	449	173	664	682	678	291.55%	2.11%
41247 Medicare	538	219	741	925	1,521	593.51%	105.26%
<b>Personnel Services Subtotal</b>	<b>36,603</b>	<b>15,189</b>	<b>52,510</b>	<b>63,607</b>	<b>64,326</b>	<b>323.50%</b>	<b>22.50%</b>
42200 Operating Supplies	29,400	26,032	31,500	46,500	83,000	218.84%	163.49%
42220 Clothing Supplies	0	57	200	7,500	500	777.19%	150.00%
42252 Educational & Rec.	16,733	26,964	35,000	30,220	30,000	11.26%	-14.29%
42261 Postage Charges	5,812	8,761	12,000	13,000	12,000	36.97%	0.00%
<b>Supplies Subtotal</b>	<b>51,945</b>	<b>61,863</b>	<b>78,700</b>	<b>100,520</b>	<b>125,500</b>	<b>102.87%</b>	<b>59.47%</b>
44505 Training, travel, dues	1,496	818	800	800	800	-2.26%	0.00%
44540 Professional Services	10,576	35,903	22,000	73,315	25,000	-30.37%	13.64%
44572 Recreation Contract Svcs.	247,300	229,145	310,000	230,000	310,000	35.29%	0.00%
44573 Leases and Rentals	4,060	3,967	12,650	11,000	6,500	63.85%	-48.62%
<b>Services Subtotal</b>	<b>263,432</b>	<b>269,833</b>	<b>345,450</b>	<b>315,115</b>	<b>342,300</b>	<b>26.86%</b>	<b>-0.91%</b>
<b>DIVISION TOTAL</b>	<b>351,980</b>	<b>346,884</b>	<b>476,660</b>	<b>479,242</b>	<b>532,126</b>	<b>53.40%</b>	<b>11.64%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>315,377</b>	<b>331,695</b>	<b>424,150</b>	<b>415,635</b>	<b>467,800</b>	<b>41.03%</b>	<b>10.29%</b>

**Comments / Justification**

**42200 Operating Supplies** **83,000**  
Laminating supplies- \$750; general supplies- \$1,250; Playbook development- \$68,000; direct mail piece development- \$7,000; marketing materials for revenue generating programs- \$6,000.

**42220 Clothing Supplies** **500**  
Shirts needed for staff working camps and contract instructors-\$500.

**42252 Ed. & Rec. Supplies** **30,000**  
Recreation program equipment for fine art and general recreation classes- \$10,000; group exercise class equipment- \$10,000; pre-school programs- \$2,000; supplies including CPR and First Aid supplies- \$4,000; Young @ Heart programs- \$2,000; Botanical Gardens youth programs- \$2,000.

**42261 Postage Charges** **12,000**  
Mailouts for revenue generating programs- \$12,000.

**44505 Training, travel, dues** **800**  
LERN membership- \$395; program certifications- \$405.

**44540 Professional Services** **25,000**  
Professional marketing development- \$14,000; background checks- \$3,000; special events-\$2,000; preventative treatment of fitness equipment for infectious diseases- \$6,000.

**44573 Leases and Rentals** **6,500**  
Rentals for programs being hosted at The REC-\$6,500.

**Parks & Recreation - The REC  
100-312-8**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	437,105	440,016	702,361	795,451	847,602
Supplies	54,055	43,938	111,150	158,278	105,000
Maintenance	5,448	5,676	10,000	7,314	21,000
Services	21,106	210,920	194,500	307,850	58,000
Capital Outlay	0	45,688	45,308	0	62,000
<b>Total</b>	<b>517,714</b>	<b>746,237</b>	<b>1,063,319</b>	<b>1,268,893</b>	<b>1,093,602</b>

**Objectives**

- Achieve regional and national recognition for The REC of Grapevine as the standard for multi-generational construction and operations.
- Maximize facility usage by encouraging various forms of active and passive recreation through planned and independent activities.
- Achieve the membership and revenue goals as established in The REC of Grapevine business plan that was approved by council in 2012.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Customer surveys / satisfaction rate	98	94.6%	200 / 96%	200 / 96%	200 / 96%
Citizen request forms received / responded to within 24 hours	18	40	20	20	25
Average facility users per hour	130	71.7	70	70	100
Family memberships	4,677	2,731	2,000	2,000	6,880
Individual memberships	2,852	2,502	2,500	2,500	4,300
Retention rate	51%	39%	50%	50%	50%
Classroom occupancy rate	25%	19%	20%	20%	20%
Annual number of track users	27,356	17,301	20,000	20,000	25,000
Annual number of fitness room users	80,935	77,839	70,000	70,000	100,000
Annual number of racquetball users	8,819	3,143	0	0	11,000
Annual number of open court users	42,776	14,948	0	0	43,000
Gross membership revenue	NA	NA	NA	NA	\$1,339,900

**Parks & Recreation - The REC  
100-312-8**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	189,302	178,283	317,724	315,000	363,096	103.66%	14.28%
41107 Salaries-Overtime	7,709	3,868	9,308	35,000	20,000	417.01%	114.87%
41180 Salaries-Pt. and Hourly	184,446	203,734	290,203	350,000	363,966	78.65%	25.42%
41224 PARS Benefits	1,865	2,083	3,497	3,200	4,448	113.50%	27.19%
41236 TMRS Benefits	41,977	39,788	67,639	75,000	78,460	97.19%	16.00%
41247 Medicare	6,491	6,599	9,022	11,000	10,930	65.64%	21.15%
41271 Salaries-Longevity	1,680	1,916	1,680	2,016	2,208	15.24%	31.43%
41273 Salaries-SLBB	3,635	3,744	3,288	4,235	4,494	20.03%	36.68%
<b>Personnel Services Subtotal</b>	<b>437,105</b>	<b>440,016</b>	<b>702,361</b>	<b>795,451</b>	<b>847,602</b>	<b>92.63%</b>	<b>20.68%</b>
42200 Operating Supplies	33,700	20,001	38,000	93,603	40,000	99.99%	5.26%
42210 Computer Equipment & S	0	0	39,350	12,766	5,000	NA	-87.29%
42220 Clothing Supplies	1,938	3,329	4,000	15,369	8,000	140.31%	100.00%
42252 Educational & Rec.	17,151	18,080	23,500	16,000	28,000	54.86%	19.15%
42261 Postage Charges	0	0	2,550	40	5,000	NA	96.08%
42281 Apparatus and Tools	1,266	2,528	3,750	8,500	7,000	176.91%	86.67%
42300 Cost of Goods Sold	0	0	0	12,000	12,000	NA	NA
<b>Supplies Subtotal</b>	<b>54,055</b>	<b>43,938</b>	<b>111,150</b>	<b>158,278</b>	<b>105,000</b>	<b>138.97%</b>	<b>-5.53%</b>
43465 Misc. Equipment Maint.	5,448	4,400	10,000	3,614	21,000	377.28%	110.00%
<b>Maintenance Subtotal</b>	<b>5,448</b>	<b>5,676</b>	<b>10,000</b>	<b>7,314</b>	<b>21,000</b>	<b>269.97%</b>	<b>110.00%</b>
44505 Training, travel, dues	5,951	4,469	4,500	7,350	8,000	79.00%	77.78%
44540 Professional Services	15,155	206,451	190,000	300,000	50,000	-75.78%	-73.68%
<b>Services Subtotal</b>	<b>21,106</b>	<b>210,920</b>	<b>194,500</b>	<b>307,850</b>	<b>58,000</b>	<b>-72.50%</b>	<b>-70.18%</b>
48860 Machinery & Equipment	0	45,688	45,308	0	62,000	35.70%	36.84%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>45,688</b>	<b>45,308</b>	<b>0</b>	<b>62,000</b>	<b>35.70%</b>	<b>36.84%</b>
<b>DIVISION TOTAL</b>	<b>517,714</b>	<b>746,237</b>	<b>1,063,319</b>	<b>1,268,893</b>	<b>1,093,602</b>	<b>46.55%</b>	<b>2.85%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>80,609</b>	<b>306,222</b>	<b>360,958</b>	<b>473,442</b>	<b>246,000</b>	<b>-19.67%</b>	<b>-31.85%</b>

**Parks & Recreation - The REC**

**100-312-8**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>40,000</b>
Gym Wipes- \$15,000; office supplies- \$4,000; child watch supplies- \$2,000; membership supplies including key fobs- \$5,000; first aid supplies- \$1,000; staff meetings- \$2,000; building supplies- \$2,000; member acknowledgement items- \$2,000; Membership Appreciation Day- \$7,000.	
<b><u>42210</u></b> <b><u>Computer Equipment &amp; Supplies</u></b>	<b>5,000</b>
Computer equipment for new staff.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>8,000</b>
Staff uniform- \$8,000.	
<b><u>42252</u></b> <b><u>Ed. &amp; Rec. Supplies</u></b>	<b>28,000</b>
Employee health fair- \$10,000; recreation equipment and supplies for The REC- \$15,000; mirrors for facility and replacement- \$3,000.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>5,000</b>
Mail outs promoting The REC of Grapevine.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>7,000</b>
Clocks/scales/AED supplies- \$2,000; machine replacement- \$5,000.	
<b><u>42300</u></b> <b><u>CAC Cost of Goods Sold</u></b>	<b>12,000</b>
Merchandise and concession sales at The REC of Grapevine- \$12,000.	
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b>	<b>21,000</b>
Fitness room quarterly PM- \$6,000; furniture repair- \$5,000; equipment repairs- \$10,000.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>8,000</b>
Recreation Facility Manager (NRPA, TRAPS State, TRAPS Regional and executive board duties)- \$2,000; Recreation Supervisor (TRAPS State, TRAPS Regional, Brand-Aid, TAAF, committee duties)- \$1,200; Recreation Coordinators x 6 (TRAPS State, TRAPS, Regional and Brand-Aid)- \$4,800.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>50,000</b>
Rec Track maintenance- \$15,000; The REC of Grapevine marketing- \$30,000; fabric cleaning- \$3,000; shredding services- \$2,000.	
<b><u>48860</u></b> <b><u>Machinery &amp; Equip</u></b>	<b>62,000</b>
Annual cardiovascular replacement program- \$50,000; addition of cardiovascular machines- \$12,000.	

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
313 - LIBRARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,271,661	1,277,377	1,368,874	1,227,672	1,363,120
Supplies	277,840	362,906	325,000	356,277	337,410
Maintenance	1,000	730	1,000	1,000	1,000
Services	57,835	49,200	51,395	57,280	51,661
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,608,336</b>	<b>1,690,213</b>	<b>1,746,269</b>	<b>1,642,229</b>	<b>1,753,191</b>

<b><u>LIBRARY</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Library Director	1	1	1	1	1
Library Manager	1	1	1	1	1
Librarian II	6	5	4	4	4
Library Technician	1	1	1	1	1
Circulation Services Librarian	1	1	1	1	1
Acquisition Assistant	1	1	1	1	1
Children's Assistant Librarian	1	1	1	1	1
Library Assistant	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.00</b>	<b>12.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

<b><u>PART-TIME POSITIONS</u></b>					
Children's Assistant Librarian	0.475	0.475	0.475	0.475	0.475
Librarian I	0.050	0.050	0.050	0.050	0.050
Librarian II	0.500	1.853	2.853	2.853	2.853
Library Technician	0.664	0.664	0.664	0.664	0.664
Library Assistant	8.073	7.498	7.498	7.498	7.498
Library Aide	2.375	2.375	2.375	2.375	2.375
<b>TOTAL PART-TIME POSITIONS</b>	<b>12.14</b>	<b>12.92</b>	<b>13.92</b>	<b>13.92</b>	<b>13.92</b>

<b>TOTAL LIBRARY POSITIONS</b>	<b>25.14</b>	<b>24.92</b>	<b>24.92</b>	<b>24.92</b>	<b>24.92</b>
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**Library - Administration  
100-313-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,271,661	1,277,377	1,368,874	1,227,672	1,363,120
Supplies	277,840	362,906	325,000	356,277	337,410
Maintenance	1,000	730	1,000	1,000	1,000
Services	57,835	49,200	51,395	57,280	51,661
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,608,336</b>	<b>1,690,213</b>	<b>1,746,269</b>	<b>1,642,229</b>	<b>1,753,191</b>

**Objectives**

- Provide patrons remote access to downloadable materials
- Provide homework assistance for children and young adults.
- Provide expanded resources in the Genealogy area.
- Provide teen volunteers opportunities in all departments.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Average waiting time to check out materials (minutes)	3	3	3	3	2
Reference questions answered	13,190	12,032	12,000	12,000	11,500
Number of materials purchased	9,066	11,225	10,000	10,000	12,000
Percent of first time checkouts on Express Check	97%	97%	98%	198%	98%
Electronic database usage	129,639	139,251	160,000	160,000	150,000

**Library - Administration  
100-313-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	755,571	765,552	776,038	700,000	681,797	-10.94%	-12.14%
41180 Salaries-Pt. and Hourly	313,810	304,686	379,144	335,000	473,401	55.37%	24.86%
41224 PARS Benefits	2,386	2,274	3,769	2,226	3,844	69.01%	1.99%
41236 TMRS Benefits	161,888	165,773	170,379	157,000	167,860	1.26%	-1.48%
41247 Medicare	14,269	15,326	15,117	16,000	15,021	-1.99%	-0.64%
41271 Salaries-Longevity	7,896	7,648	6,288	6,032	5,520	-27.82%	-12.21%
41273 Salaries-SLBB	11,841	11,668	13,939	7,214	11,477	-1.63%	-17.66%
41275 Car Allowance	4,000	4,450	4,200	4,200	4,200	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>1,271,661</b>	<b>1,277,377</b>	<b>1,368,874</b>	<b>1,227,672</b>	<b>1,363,120</b>	<b>6.71%</b>	<b>-0.42%</b>
42200 Operating Supplies	40,919	55,816	28,800	43,971	29,200	-47.69%	1.39%
42252 Educational & Rec.	8,160	8,400	9,900	10,970	14,210	69.16%	43.54%
42261 Postage Charges	1,259	926	1,300	857	1,000	8.03%	-23.08%
42282 Library & A/V Supplies	227,503	297,764	285,000	300,479	293,000	-1.60%	2.81%
<b>Supplies Subtotal</b>	<b>277,840</b>	<b>362,906</b>	<b>325,000</b>	<b>356,277</b>	<b>337,410</b>	<b>-7.03%</b>	<b>3.82%</b>
43465 Misc. Equipment Maint.	1,000	730	1,000	1,000	1,000	37.07%	0.00%
<b>Maintenance Subtotal</b>	<b>1,000</b>	<b>730</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>37.07%</b>	<b>0.00%</b>
44500 IT Software License & Ma	0	0	3,290	2,900	3,181	0.00%	-3.31%
44505 Training, travel, dues	9,607	4,540	6,827	7,480	6,202	36.60%	-9.15%
44525 Utilities	2,388	2,718	2,978	2,500	2,978	9.58%	0.00%
44535 Financial Service Fees	0	0	2,600	1,700	2,600	NA	0.00%
44540 Professional Services	24,932	20,011	11,700	18,700	12,700	-36.54%	8.55%
44573 Leases and Rentals	20,908	21,931	24,000	24,000	24,000	9.43%	0.00%
<b>Services Subtotal</b>	<b>57,835</b>	<b>49,200</b>	<b>51,395</b>	<b>57,280</b>	<b>51,661</b>	<b>5.00%</b>	<b>0.52%</b>
<b>DIVISION TOTAL</b>	<b>1,608,336</b>	<b>1,690,213</b>	<b>1,746,269</b>	<b>1,642,229</b>	<b>1,753,191</b>	<b>3.73%</b>	<b>0.40%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>336,675</b>	<b>412,836</b>	<b>377,395</b>	<b>414,557</b>	<b>390,071</b>	<b>-5.51%</b>	<b>3.36%</b>

**Library - Administration**  
**100-313-1**  
**Comments / Justification**

<b><u>42200</u></b>	<b><u>Operating Supplies</u></b>	<b>29,200</b>
<p>Processing materials: \$2,500 book covers; \$4,000 for encoded chips; \$1,000 spine labels; \$400 media cases; \$1,000 label protectors; \$1,600 CD/DVD cases; \$1,000 book and media cleaning supplies; \$1,500 printer cartridges; \$200 overdue mailers; \$200 book repair tape &amp; wings; \$550 Max lettering tape; \$400 laminating film; \$1,800 receipt printer tape; \$9,000 general office supplies (tape, staples, post its, pens, pencils, glue, paperclips, rubber bands, calendars, file folders, scissors, archival acid free boxes, tissue for local history area, bank bags/supplies, etc.). Printing \$400 application cards; \$500 stationary; \$450 business cards; \$500 Summer Reading club brochures; \$1,300 Library brochures; \$500 adult &amp; teen volunteer brochures; \$400 tools for Create It space.</p>		
<b><u>42252</u></b>	<b><u>Educational &amp; Rec.</u></b>	<b>14,210</b>
<p>Adult volunteer 30 year celebration \$4,400; Teen volunteer program \$1,600; Teen Summer Reading club prizes, decorations, bookmarks, etc. \$1,900; Children's SRC prizes, decorations, etc. \$1,700; Children's supplies craft supplies, puppets, poster, bookmarks, etc. \$3,000; supplies for new children's programs Sensory, builders club and passive programming \$1,000; supplies poster, etc. for Create It robotics and 3D printing \$610.</p>		
<b><u>43465</u></b>	<b><u>Misc. Equip Maint.</u></b>	<b>1,000</b>
<p>Binding of donated Genealogy materials.</p>		
<b><u>44500</u></b>	<b><u>IT Software License &amp; Maint Fees</u></b>	<b>3,181</b>
<p>Software maintenance &amp; installations \$430; Web clarity \$175; Title Source III \$2,100; Internet connection \$276; deepfreeze \$200.</p>		
<b><u>44505</u></b>	<b><u>Training, travel, dues</u></b>	<b>6,202</b>
<p>Staff training, mileage, &amp; registration - places &amp; topics vary \$800; TLA in Houston-Director \$1,876; COSUGI user group for Director and Library Manager in spring Indianapolis, IN \$2,675; Memberships \$425 ALA; \$186 TLA; \$65 TMLDA; \$50 PLANT; \$125 COSUGI.</p>		
<b><u>44525</u></b>	<b><u>Utilities</u></b>	<b>2,978</b>
<p>Cell phones for Director and Library Manager, long distance charges.</p>		
<b><u>44535</u></b>	<b><u>Financial Service Fees</u></b>	<b>2,600</b>
<p>Credit card fees</p>		
<b><u>44540</u></b>	<b><u>Professional Services</u></b>	<b>12,700</b>
<p>Speaker/storytellers for children's programs &amp; all Summer Reading Clubs \$10,500; Texpress courier for ILL's \$2,200.</p>		
<b><u>44573</u></b>	<b><u>Leases and Rentals</u></b>	<b>24,000</b>
<p>McNaughton books \$23,700; Convention Center \$300.</p>		

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
415 - PUBLIC WORKS

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	387,707	388,370	418,458	394,727	428,845
Engineering	807,601	789,227	831,885	758,651	852,963
Streets	1,525,991	1,613,375	1,618,846	1,489,389	1,654,828
Traffic	1,160,017	1,033,512	1,112,503	1,077,819	1,184,313
Environmental Services	297,712	332,704	366,541	334,180	379,519
Facilities Services	1,748,063	1,699,832	1,880,327	1,860,054	2,270,993
Fleet Services	1,426,541	1,448,705	1,610,388	1,492,007	1,604,638
<b>Total</b>	<b>7,353,633</b>	<b>7,305,725</b>	<b>7,838,948</b>	<b>7,406,828</b>	<b>8,376,099</b>

<b><u>PUBLIC WORKS</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Public Works Director	0.5	0.5	0.5	0.5	0.5
Administrative Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Deputy Director Public Works	0.5	0.5	0.5	0.5	0.5
Devl Engineer Construction Mgr	1	1	1	1	1
Senior Civil Engineer	0.5	0.5	0.5	0.5	0.5
Chief Construction Inspector	1	1	1	1	1
Construction Inspector II	1	1	1	1	1
Engineering Technician	2	2	2	2	2
Assistant PW Director/Operations	0.5	0.5	0.5	0.5	0.5
WO System Data Coordinator	0.5	0.5	0.5	0.5	0.5
Street/Drainage Manager	1	1	1	1	1
Street Foreman	2	2	2	2	2
Equipment Operator III	2	2	2	2	2
Crew Leader	3	3	3	3	3
Equipment Operator II	3	4	4	4	4
Equipment Operator I	8	7	7	7	7
Traffic Engineer	0	0	1	1	1
Transportation Engineer	0	1	0	0	0
Transportation Manager	1	0	0	0	0
Traffic Operations Manager	1	1	1	1	1
Traffic Supervisor	2	2	2	2	2
Signal Tech Apprentice	0	1	1	1	1
Signal Tech II	1	1	1	1	1
Signal Tech I	2	1	1	1	1
Traffic Tech I	2	2	2	2	2

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
415 - PUBLIC WORKS

<b><u>PUBLIC WORKS (continued)</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Facility Services Manager	1	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Facilities Services Foreman	1	1	1	1	1
Sr. Building Maintenance Technician	2	2	2	2	2
Building Maintenance Technician II	3	3	3	3	3
Building Maintenance Technician I	2	2	2	2	2
Environmental Manager	1	1	1	1	1
Environmental Spec II	2	2	2	2	2
Fleet Services Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Fleet Services Foreman	1	1	1	1	1
Fleet Warehouse Coordinator	1	1	1	1	1
Master Mechanic	5	5	5	5	5
Fleet Training Coordinator	1	0	0	0	0
Journeyman Mechanic	0	1	1	1	1
Fleet Worker	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>
<b>PART-TIME POSITIONS</b>					
Director of Transportation Projects	0.48	0.48	0.48	0.48	0.48
Civil Engineer	1.10	1.10	1.10	1.10	1.10
GIS Engineer Coordinator	0.60	0.00	0.00	0.00	0.00
GIS Engineer Tech	0.24	0.24	0.24	0.24	0.24
Laborer (Summer)	2.10	2.10	2.10	2.10	2.10
Secretary	0.90	0.90	0.90	0.90	0.90
<b>TOTAL PART-TIME POSITIONS</b>	<b>5.42</b>	<b>4.82</b>	<b>4.82</b>	<b>4.82</b>	<b>4.82</b>
<b>TOTAL PUBLIC WORKS POSITIONS</b>	<b>66.42</b>	<b>65.82</b>	<b>65.82</b>	<b>65.82</b>	<b>65.82</b>

**Public Works - Administration  
100-415-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	343,025	339,547	354,118	350,402	361,535
Supplies	15,570	15,581	17,400	15,167	17,400
Maintenance	0	0	0	0	0
Services	29,111	33,241	46,940	29,158	49,910
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>387,707</b>	<b>388,370</b>	<b>418,458</b>	<b>394,727</b>	<b>428,845</b>

**Objectives**

- Support Development in the City including Gaylord Hotel & CC Expansion on Corps Property.
- Hudgins Street Construction Project Completion.
- Promote Water Conservation and Explore Means to Conserve Water in Public Works Operations
- Maintain an active role in design and construction of FM 2499 by the DFW Connector Project CDA Team to insure that the interests of the City are protected.
- Take an active role in planning for the 185 acres owned by City in NE Grapevine.
- Maintain our current Water and Wastewater Treatment quality while pursuing means to improve on both.
- Stay abreast of TCEQ regulations and their impacts on our systems.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Citizen / Business Owner meetings - DFW Connector Corridor/FM 2499	8	8	4	4	4
Design and construct private / public thoroughfares serving developments	0	0	0	0	1
Assist in ROW & Easement acquisition for DFW Connector Corridor	4	2	0	0	1
Address Corps Issues - Gaylord Expansion	1	1	1	1	1
Hudgins Street Construction Completion	NA	NA	1	1	1

**Public Works - Administration  
100-415-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	177,852	184,879	185,287	182,000	188,829	2.14%	1.91%
41180 Salaries-P/T & Hourly	116,636	103,612	116,689	117,800	119,565	15.40%	2.46%
41224 PARS Benefits	1,308	1,123	1,287	1,275	1,312	16.79%	1.94%
41236 TMRS Benefits	37,321	39,783	40,265	39,007	40,962	2.96%	1.73%
41247 Medicare	3,063	2,939	3,340	3,096	3,407	15.93%	2.01%
41271 Salaries-Longevity	1,464	1,560	1,656	1,656	1,752	12.31%	5.80%
41273 Salaries-SLBB	3,381	3,426	3,494	3,468	3,608	5.31%	3.26%
41275 Car Allowance	2,000	2,225	2,100	2,100	2,100	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>343,025</b>	<b>339,547</b>	<b>354,118</b>	<b>350,402</b>	<b>361,535</b>	<b>6.48%</b>	<b>2.09%</b>
42200 Operating Supplies	14,679	14,962	16,300	14,544	16,300	8.94%	0.00%
42261 Postage Charges	891	620	1,000	623	1,000	61.39%	0.00%
42281 Apparatus and Tools	0	0	100	0	100	100.00%	0.00%
<b>Supplies Subtotal</b>	<b>15,570</b>	<b>15,581</b>	<b>17,400</b>	<b>15,167</b>	<b>17,400</b>	<b>11.67%</b>	<b>0.00%</b>
44505 Training, travel, dues	12,310	13,393	14,160	12,035	14,160	5.73%	0.00%
44520 Engineering & Design Servi	0	0	21,750	9,460	22,500	100.00%	3.45%
44525 Utilities	2,841	3,983	4,780	3,204	4,000	0.42%	-16.32%
44540 Professional Services	13,960	15,865	6,000	1,000	9,000	-43.27%	50.00%
44573 Leases and Rentals	0	0	250	0	250	100.00%	0.00%
<b>Services Subtotal</b>	<b>29,111</b>	<b>33,241</b>	<b>46,940</b>	<b>29,158</b>	<b>49,910</b>	<b>50.14%</b>	<b>6.33%</b>
<b>DIVISION TOTAL</b>	<b>387,707</b>	<b>388,370</b>	<b>418,458</b>	<b>394,727</b>	<b>428,845</b>	<b>10.42%</b>	<b>0.00%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>44,682</b>	<b>48,823</b>	<b>64,340</b>	<b>44,325</b>	<b>67,310</b>	<b>37.87%</b>	<b>8.51%</b>

**Comments / Justification**

**42200 Operating Supplies** **16,300**  
Data Processing Supplies \$300; General Office Supplies \$3,000; Copy Costs \$12,500; Printing \$500.

**42261 Postage Charges** **1,000**  
Postage based on FY 15 usage and rate increase \$800; Courier Charges \$200.

**44505 Training, travel, dues** **14,160**  
APWA National Conf \$ 2,000; TPWA Annual Conf \$ 750; Travel to Austin DFW Connector Issues, Legislative Issues & Metroport Issues with TxDOT & TTC \$ 1,500; Travel to Austin for TCEQ Issues \$ 1,200; APWA Membership \$ 950; Metroport Membership \$ 1,000; Tarrant County Regional Transportation Coalition \$ 5,000; ERCOT Membership \$ 100; Licensing \$ 640; NE Tarrant Transportation Summit \$ 740; ASCE Membership \$ 280.

**44520 Engineering & Design Services** **22,500**  
Special Projects Consultant Services \$ 22,500.

**44525 Utilities** **4,000**  
Cell Phones Director of Public Works & Director of Transportation Projects \$ 1,620; Phone Replacement \$ 580; Office Phone Monthly Expense \$ 1,800.

**44540 Professional Services** **9,000**  
Appraisals \$ 9,000.

**Public Works - Engineering  
100-415-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	784,592	759,097	790,645	731,179	806,914
Supplies	6,945	9,136	10,371	10,379	10,371
Maintenance	0	0	0	0	0
Services	16,064	20,994	30,869	17,093	35,678
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>807,601</b>	<b>789,227</b>	<b>831,885</b>	<b>758,651</b>	<b>852,963</b>

**Objectives**

- Review plat submittals promptly to provide responsive service to the developer.
- Review private development construction plans promptly to provide responsive service to the developer.
- Develop successful Capital Improvement Plan projects through detailed construction plans and meeting project design schedules.
- Ensure quality construction, reduce future maintenance costs, and maintain construction schedules of CIP projects through dedicated inspection and construction management.
- Ensure that CIP projects remain within allocated funding through detailed budget preparation, payment review, cost projection and records maintenance.
- Minimize response time for the public and respond to requests for information in a timely manner.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Pavement constructed (square yards)	6,580	27,584	6,500	6,500	6,500
Water line constructed (linear feet)	4,554	24,518	5,100	5,100	10,200
Wastewater line constructed (linear feet)	8,458	28,686	8,200	8,200	10,300
Storm drain line constructed (linear feet)	8,344	14,465	3,600	3,600	3,600
Sidewalk constructed (square feet)	14,086	34,540	32,500	32,500	24,000
Plats processed	36	44	26	26	30
Design contracts awarded	3	3	2	2	3
WTP Rehab / Update Projects	NA	NA	0	0	0
WWTP Rehab / Update Projects	NA	NA	1	1	1
Elevated Storage Tank Rehab / Update	NA	NA	0	0	1
Lift Station Upgrades	NA	NA	1	1	0

**Public Works - Engineering  
100-415-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	487,936	506,649	508,554	492,828	519,958	2.63%	2.24%
41107 Salaries-Overtime	4,835	11,998	30,000	4,000	30,000	150.04%	0.00%
41180 Salaries-P/T & Hourly	150,751	104,799	101,100	99,475	103,122	-1.60%	2.00%
41236 TMRS Benefits	119,753	119,380	125,691	115,953	127,770	7.03%	1.65%
41247 Medicare	8,114	7,918	8,601	7,853	8,787	10.98%	2.16%
41271 Salaries-Longevity	3,408	3,552	4,968	3,696	5,208	46.62%	4.83%
41273 Salaries-SLBB	4,093	4,151	9,631	5,274	9,969	140.15%	3.51%
41275 Car Allowance	0	650	2,100	2,100	2,100	223.08%	0.00%
<b>Personnel Services Subtotal</b>	<b>784,592</b>	<b>759,097</b>	<b>790,645</b>	<b>731,179</b>	<b>806,914</b>	<b>6.30%</b>	<b>2.06%</b>
42200 Operating Supplies	1,516	1,062	465	2,736	465	-56.20%	0.00%
42210 Computer Equipment & S	0	0	2,400	150	2,400	NA	0.00%
42220 Clothing Supplies	740	750	1,206	977	1,206	60.78%	0.00%
42281 Apparatus and Tools	0	438	300	0	300	-31.53%	0.00%
42285 Motor Vehicle Fuel	4,689	6,886	6,000	6,516	6,000	-12.87%	0.00%
<b>Supplies Subtotal</b>	<b>6,945</b>	<b>9,136</b>	<b>10,371</b>	<b>10,379</b>	<b>10,371</b>	<b>13.52%</b>	<b>0.00%</b>
44500 IT Software License & M	0	0	11,760	6,500	16,569	40.89%	40.89%
44505 Training, travel, dues	3,865	2,747	5,085	2,443	6,635	141.55%	30.48%
44525 Utilities	5,424	7,348	7,984	5,698	5,604	-23.74%	-29.81%
44540 Professional Services	6,776	10,899	3,040	2,050	3,870	-64.49%	27.30%
44565 Advert, Publications, Sub	0	0	3,000	402	3,000	NA	0.00%
<b>Services Subtotal</b>	<b>16,064</b>	<b>20,994</b>	<b>30,869</b>	<b>17,093</b>	<b>35,678</b>	<b>69.94%</b>	<b>15.58%</b>
48860 Machinery & Equip	0	0	0	0	0	NA	NA
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>DIVISION TOTAL</b>	<b>807,601</b>	<b>789,227</b>	<b>831,885</b>	<b>758,651</b>	<b>852,963</b>	<b>8.08%</b>	<b>2.53%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>18,320</b>	<b>23,244</b>	<b>35,240</b>	<b>20,956</b>	<b>40,049</b>	<b>72.30%</b>	<b>13.65%</b>

**Public Works - Engineering**  
**100-415-2**  
**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>465</b>
Survey Supplies \$ 100; Printing Expenses - Business Cards \$ 115; Warehouse Charges \$ 250.	
<b><u>42210</u></b> <b><u>Computer Equipment &amp; Supplies</u></b>	<b>2,400</b>
Plotter Paper & Supplies \$ 1,600 ; Printer Toner & Paper Charges \$ 800.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>300</b>
Miscellaneous Hand Tools \$ 300	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>16,569</b>
Cartegraph Annual License & Support \$ 2,500; Computer Software Purchase \$ 3,851; Computer Software License \$863; Plotter Maintenance \$ 760; Autocad Subscription (3) \$ 2,850; My Gov Bldg Permit License - Drainage Inspection \$ 600; Consulting Services Data Management \$720; Cartegraph License Transition Service Fee \$2,675; ESRI ELA \$1,750.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>6,635</b>
Professional Continuing Education Requirements for Engineer's License (5) \$ 2,000; ASCE Membership (5 @ \$ 280 = \$ 1,400); TSPE Membership (1) \$ 285; Floodplain Manager Certification (1) \$ 100; Engineer's License (5 @ \$ 260 = \$ 1,300); ESRI Training \$1,550.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>5,604</b>
Cell Phones Deputy Director, Mgr of Engineering & Construction, Sr Civil Engineer, Chief Construction Inspector, Construction Inspector \$ 5,000; Phone Replacement \$ 604.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>3,870</b>
Plat & Replat Filing Fees ( 26) \$ 2,730; Easement Filing Fees (10) \$ 310; Professional Services \$830.	
<b><u>44565</u></b> <b><u>Advert, Publications, Subscript</u></b>	<b>3,000</b>
Replat Notices (20) @ \$ 150 Ea - \$ 3,000.	

**Public Works - Streets  
100-415-3**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,180,125	1,280,611	1,279,208	1,179,520	1,302,959
Supplies	143,740	150,454	150,500	126,291	125,500
Maintenance	1,291	1,335	4,000	3,633	4,000
Services	175,005	180,976	185,138	176,695	222,369
Capital Outlay	25,831	0	0	3,250	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,525,991</b>	<b>1,613,375</b>	<b>1,618,846</b>	<b>1,489,389</b>	<b>1,654,828</b>

**Objectives**

- Cut out and repair major street failures in advance of overlay and reconstruction programs.
- Install fabric underseal and overlay 90,000 square yards of streets.
- Wedge mill gutter lines prior to street overlay.
- Crack seal 200 blocks of streets.
- Utility cuts repaired within 7 working days.
- Cut out and repair 51,400 square feet of concrete for rehab.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Square yards of overlay completed	53,167	75,555	80,000	80,000	80,000
Linear feet of gutter wedge milled	72,713	45,792	20,000	20,000	20,000
Linear feet of curb and gutter replaced	3,969	944	2,000	2,000	2,000
Number of blocks crack sealed	257	174	200	200	200
Square feet of concrete rehab	47,813	96,068	25,000	25,000	25,000

**Public Works - Streets  
100-415-3**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	902,868	924,514	941,169	900,000	960,290	3.87%	2.03%
41107 Salaries-Overtime	41,609	62,232	35,000	33,000	35,000	-43.76%	0.00%
41180 Salaries-P/T & Hourly	6,635	3,655	16,094	0	67,416	1744.37%	318.89%
41190 Salaries - Contract Labor	16,577	62,034	50,000	35,000	0	-100.00%	-100.00%
41224 PARS Benefits	86	48	859	0	876	1743.43%	1.98%
41236 TMRS Benefits	178,495	191,167	192,341	179,000	195,122	2.07%	1.45%
41247 Medicare	13,660	14,306	15,522	12,854	15,822	10.60%	1.93%
41271 Salaries-Longevity	10,552	11,352	10,896	11,982	11,472	1.06%	5.29%
41273 Salaries-SLBB	9,641	11,303	17,327	7,684	16,961	50.06%	-2.11%
<b>Personnel Services Subtotal</b>	<b>1,180,125</b>	<b>1,280,611</b>	<b>1,279,208</b>	<b>1,179,520</b>	<b>1,302,959</b>	<b>1.75%</b>	<b>1.86%</b>
42200 Operating Supplies	5,496	1,370	7,000	1,300	7,000	410.93%	0.00%
42220 Clothing Supplies	5,142	10,512	11,000	8,591	11,000	4.64%	0.00%
42281 Apparatus and Tools	11,123	4,649	7,500	5,400	7,500	61.31%	0.00%
42285 Motor Vehicle Fuel	121,971	133,912	125,000	111,000	100,000	-25.32%	-20.00%
<b>Supplies Subtotal</b>	<b>143,740</b>	<b>150,454</b>	<b>150,500</b>	<b>126,291</b>	<b>125,500</b>	<b>-16.59%</b>	<b>-16.61%</b>
43465 Misc. Equipment Maint.	3,079	1,335	4,000	2,175	4,000	199.70%	0.00%
<b>Maintenance Subtotal</b>	<b>1,291</b>	<b>1,335</b>	<b>4,000</b>	<b>3,633</b>	<b>4,000</b>	<b>199.70%</b>	<b>0.00%</b>
44500 IT Software License & M	0	0	0	8,691	39,175	NA	NA
44505 Training, travel, dues	507	3,111	3,000	1,979	3,000	-3.56%	0.00%
44525 Utilities	156,445	156,409	156,306	155,125	158,000	1.02%	1.08%
44540 Professional Services	8,531	8,732	8,961	1,400	5,323	-39.04%	-40.60%
44573 Leases and Rentals	9,522	12,725	16,871	9,500	16,871	32.58%	0.00%
<b>Services Subtotal</b>	<b>175,005</b>	<b>180,976</b>	<b>185,138</b>	<b>176,695</b>	<b>222,369</b>	<b>22.87%</b>	<b>20.11%</b>
48860 Machinery & Equipment	25,831	0	0	3,250	0	0.00%	0.00%
<b>Capital Outlay Subtotal</b>	<b>25,831</b>	<b>0</b>	<b>0</b>	<b>3,250</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>1,525,991</b>	<b>1,613,375</b>	<b>1,618,846</b>	<b>1,489,389</b>	<b>1,654,828</b>	<b>2.57%</b>	<b>2.22%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>223,896</b>	<b>198,853</b>	<b>214,638</b>	<b>198,869</b>	<b>251,869</b>	<b>26.66%</b>	<b>17.35%</b>

**Public Works - Streets**  
**100-415-3**  
**Comments / Justification**

**42200 Operating Supplies** **7,000**  
Office supplies \$5,200; Surveying supplies \$700; Printing supplies \$1,100.

**42281 Apparatus and Tools** **7,500**  
Minor Tools: Shovels, Picks, Hammers, Rakes, Etc. \$2,550; Chain Saws \$600; Emergency Saws \$2,450; Vibra Plate \$1,350; Water Pump \$550.

**43465 Misc. Equip Maint.** **4,000**  
Unforeseen minor equipment maintenance such as compressors, chain saws, compactors, concrete saws, cold planner, etc.

**44500 IT Software License & Maint Fees** **39,175**  
Cartegraph Annual License & Support \$12,500; Cartegraph Mobile License \$950; Cartegraph License Transition Service Fee \$13,375; ESRI ELA \$8,750, Consultant Services Data Management \$3,600.

**44505 Training, travel, dues** **3,000**  
Training for two lead men at various TEEEX training courses \$700; Street Department employees to attend Tymco Sweeper Training \$800; Director and Street Manager attending (TPWA short courses and local COG traffic safety training) \$500; Street employees to get one year certifications to work in Rail Road Right of Way \$1,000.

**44525 Utilities** **158,000**  
Charges for On-Call Pagers/Phones \$1,300; Charges for Verizon MIFI account \$540; Charges for mobile phones for two Foremen and one Street Manager \$3,800 ( \$ 152,360 for Storm Water Fees).

**44540 Professional Services** **5,323**  
Consulting Services Data Management \$5,143; Juno SB Hardware Warranty \$180.

**44573 Leases and Rentals** **16,871**  
Rental of Equipment not in the fleet for various reconstruction and maintenance projects ( excavators, dozers, loaders, compactors, mixers, etc. )

**Public Works - Traffic  
100-415-4**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	602,003	560,619	570,657	590,737	616,050
Supplies	34,363	30,027	30,940	31,548	37,540
Maintenance	8	25	0	852	0
Services	523,643	442,841	499,406	454,682	530,723
Capital Outlay	0	0	11,500	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,160,017</b>	<b>1,033,512</b>	<b>1,112,503</b>	<b>1,077,819</b>	<b>1,184,313</b>

**Objectives**

- Conduct annual routine maintenance of traffic signals and school zone flashers.
- Continue annual roadway striping program.
- Continue traffic sign replacement program.
- Continue traffic signal timing improvements on major arterials, primarily through enhancement of the adaptive traffic signal system.
- Implement an advanced traffic management system for traffic incident detection and for providing road condition information to the public.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Annual maintenance of traffic signals [71]	35	22	64	64	50
Annual striping program [110,000]	0	2,800	48,000	48,000	48,000
Repair / replace traffic signs	170	222	500	500	500
Replace crosswalks annually	0	12	20	20	20

**Public Works - Traffic  
100-415-4**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	446,709	368,561	451,080	416,540	486,939	32.12%	7.95%
41107 Salaries-Overtime	19,412	30,471	15,000	43,350	15,000	-50.77%	0.00%
41190 Contract Wages	29,863	69,308	0	32,099	0	-100.00%	0.00%
41236 TMRS Benefits	86,386	76,536	90,614	88,000	97,435	27.31%	7.53%
41247 Medicare	6,794	5,810	6,861	6,302	7,412	27.57%	8.03%
41271 Salaries-Longevity	1,868	1,904	1,920	1,920	2,304	21.01%	20.00%
41273 Salaries-SLBB	4,175	4,365	5,182	2,526	6,960	59.47%	34.31%
<b>Personnel Services Subtotal</b>	<b>602,003</b>	<b>560,619</b>	<b>570,657</b>	<b>590,737</b>	<b>616,050</b>	<b>9.89%</b>	<b>7.95%</b>
42200 Operating Supplies	1,634	844	1,700	1,953	1,700	101.42%	0.00%
42220 Clothing Supplies	2,993	3,565	3,440	4,395	5,040	41.39%	46.51%
42261 Postage Charges	618	498	1,000	700	1,000	100.83%	0.00%
42281 Apparatus and Tools	4,957	2,106	4,800	4,500	4,800	127.90%	0.00%
42285 Motor Vehicle Fuel	24,161	23,014	20,000	20,000	25,000	8.63%	25.00%
<b>Supplies Subtotal</b>	<b>34,363</b>	<b>30,027</b>	<b>30,940</b>	<b>31,548</b>	<b>37,540</b>	<b>25.02%</b>	<b>21.33%</b>
<b>Maintenance Subtotal</b>	<b>8</b>	<b>25</b>	<b>0</b>	<b>852</b>	<b>0</b>		
44500 IT Software License &	0	0	4,055	4,011	36,804	100.00%	807.62%
44505 Training, travel, dues	5,398	1,985	6,740	1,252	9,240	365.54%	37.09%
44525 Utilities	510,737	425,042	476,111	440,000	472,179	11.09%	-0.83%
44540 Professional Services	6,924	11,387	7,500	7,004	7,500	-34.13%	0.00%
44573 Leases and Rentals	583	4,427	5,000	2,415	5,000	12.93%	0.00%
<b>Services Subtotal</b>	<b>523,643</b>	<b>442,841</b>	<b>499,406</b>	<b>454,682</b>	<b>530,723</b>	<b>19.84%</b>	<b>6.27%</b>
48860 Machinery & Equip.	0	0	11,500	0	0	0.00%	-100.00%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>11,500</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>-100.00%</b>
<b>DIVISION TOTAL</b>	<b>1,160,017</b>	<b>1,033,512</b>	<b>1,112,503</b>	<b>1,077,819</b>	<b>1,184,313</b>	<b>14.59%</b>	<b>6.45%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>533,846</b>	<b>449,854</b>	<b>521,846</b>	<b>466,230</b>	<b>543,263</b>	<b>20.76%</b>	<b>4.10%</b>

**Public Works - Traffic**  
**100-415-4**  
**Comments / Justification**

**42200**   **Operating Supplies** **1,700**  
Consists of copier charges, printer cartridges, and general office supplies.

**42220**   **Clothing Supplies** **5,040**  
Supplies for staff.

**42261**   **Postage Charges** **1,000**  
Consists primarily of UPS charges for the return and repair of equipment.

**42281**   **Apparatus and Tools** **4,800**  
Consists of miscellaneous small tools and computer equipment.

**44500**   **IT Software License & Maint Fees** **36,804**  
Trafficware Signal Software Annual License & Support \$12,000; GTT Signal Pre-emption Software Annual License & Support \$3,000; Consulting Services Data Management \$1,440; Cartegraph Annual License & Support \$5,000; Mobile Mobile Licenses \$951; Traffic Syncro Software 9 \$5,563; Cartegraph License Transition Service Fee \$5,350; ESRI ELA \$3,500.

**44505**   **Training, travel, dues** **9,240**  
Consists of mandatory safety and certification-related training, certification and examination fees, professional organization memberships, travel to conferences (requires individual approval), mileage reimbursement for personal vehicle use for emergency on-call situations, etc. Traffic Engineer Professional Memberships.

**44525**   **Utilities** **472,179**  
Energy cost for City-owned traffic signals and street lights \$22,032; Energy and maintenance cost for Oncon-owned street lights \$439,497; Landline telephone service cost allocation \$1,200; Service for 9 cellular phones \$9,450.

**44540**   **Professional Services** **7,500**  
Miscellaneous outside professional services for traffic studies and data collection.

**44573**   **Leases and Rentals** **5,000**  
Consists of rental of equipment and traffic control devices for special events and routine operations, high reach bucket trucks, cranes, variable message signs, arrow boards, large air compressors, generators, etc.

**Public Works - Environmental Services  
100-415-5**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	222,954	229,637	233,361	233,579	246,339
Supplies	11,543	13,387	21,361	20,054	21,361
Maintenance	296	1,805	1,800	40	1,800
Services	62,919	77,908	110,019	80,507	110,019
Capital Outlay	0	9,966	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>297,712</b>	<b>332,704</b>	<b>366,541</b>	<b>334,180</b>	<b>379,519</b>

**Objectives**

- Solid Waste - Perform outreach, education and technical assistance to customers. Perform field evaluation of service.
- Water Quality - Perform outreach, education and technical assistance to customers. Maintain management system for backflow and cross-connection prevention.
- Pre-Treatment - Perform outreach, education and technical assistance. Perform inspections and sampling of industrial and commercial generators.
- Storm Water - Perform outreach, education, technical assistance and drainage inspections.
- Storm Water - Implement the storm water management plan best management practices.
- Sustainability - Prepare implementation strategies for Energy Efficiency and Emission Reduction targets.
- Perform emergency / spill response and respond to customers within 24 hours.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Outreach and education initiatives	13	12	12	12	12
Field evaluation / audits of solid waste service provider	8	12	12	12	12
Inspections for backflow and cross-connection prevention	51	58	50	50	50
Inspections and sampling on industrial and commercial pre-treatment generators	62	70	50	50	50
Perform Phase II storm water audits	12	12	12	12	12
Implement Phase II storm water BMPs	24	28	24	24	24
Inventory Municipal Emissions	0	1	1	1	1

**Public Works - Environmental Services  
100-415-5**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	177,490	182,062	189,060	185,000	198,626	9.10%	5.06%
41107 Salaries-Overtime	1,193	1,215	1,200	1,200	1,200	-1.24%	0.00%
41180 Salaries-Pt. and Hourly	3,571	5,393	0	6,006			
41224 PARS Benefits	46	70	0	70			
41236 TMRS Benefits	33,835	35,196	37,055	35,440	38,961	10.70%	5.14%
41247 Medicare	2,672	2,724	2,806	2,700	2,964	8.81%	5.63%
41271 Salaries-Longevity	828	480	624	624	768	60.00%	23.08%
41273 Salaries-SLBB	3,319	2,496	2,616	2,539	3,820	53.02%	46.02%
<b>Personnel Services Subtotal</b>	<b>222,954</b>	<b>229,637</b>	<b>233,361</b>	<b>233,579</b>	<b>246,339</b>	<b>7.27%</b>	<b>5.56%</b>
42200 Operating Supplies	6,850	8,098	12,739	14,204	12,739	57.32%	0.00%
42220 Clothing Supplies	1,008	1,084	1,572	1,000	1,572	45.04%	0.00%
42261 Postage Charges	445	207	800	200	800	287.18%	0.00%
42281 Apparatus and Tools	27	752	2,250	1,500	2,250	199.07%	0.00%
42285 Motor Vehicle Fuel	3,213	3,246	4,000	3,150	4,000	23.21%	0.00%
<b>Supplies Subtotal</b>	<b>11,543</b>	<b>13,387</b>	<b>21,361</b>	<b>20,054</b>	<b>21,361</b>	<b>59.57%</b>	<b>0.00%</b>
43465 Misc. Equipment Maint.	296	1,805	1,800	40	1,800	-0.30%	0.00%
<b>Maintenance Subtotal</b>	<b>296</b>	<b>1,805</b>	<b>1,800</b>	<b>40</b>	<b>1,800</b>	<b>-0.30%</b>	<b>0.00%</b>
44505 Training, travel, dues	618	3,593	4,700	2,721	4,700	30.80%	0.00%
44525 Utilities	1,982	1,977	2,750	1,123	2,750	39.12%	0.00%
44540 Professional Services	60,319	72,338	102,569	76,663	102,569	41.79%	0.00%
<b>Services Subtotal</b>	<b>62,919</b>	<b>77,908</b>	<b>110,019</b>	<b>80,507</b>	<b>110,019</b>	<b>41.22%</b>	<b>0.00%</b>
48860 Machinery & Equipment	0	9,966	0	0	0	-100.00%	0.00%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>9,966</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>297,712</b>	<b>332,704</b>	<b>366,541</b>	<b>334,180</b>	<b>379,519</b>	<b>14.07%</b>	<b>3.54%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>71,545</b>	<b>99,820</b>	<b>129,180</b>	<b>97,451</b>	<b>129,180</b>	<b>29.41%</b>	<b>0.00%</b>

**Public Works - Environmental Services**

**100-415-5**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>12,739</b>
\$8,000 Advertising (Outreach/Education various programs including Storm Water, HHW, & Vector Control); \$3,000 Copy Machine Charges; \$728 (Data Processing Supplies); \$500 (Office Supplies); \$261 (Subscriptions to Professional Publications); \$250 (Printing).	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>1,572</b>
5 Shirts, 5 pair of pants, safety boots, winter jackets & safety related clothing for 3 FTE's.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>800</b>
\$800 Outreach and Education to Customers.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>2,250</b>
\$2,250 field equipment for personal protection equipment and various incidentals.	
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b>	<b>1,800</b>
\$500 for maintenance of equipment; \$500 calibration of equipment; \$800 repair of equipment.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>4,700</b>
Specific Targeted Expenses. Maintain licenses for water, wastewater, and backflow prevention: \$325 (HazMat Training); \$108 (STEP); \$408 (Annual Environmental Trade Fair); \$1,142 (Annual EPA Storm Water); \$880 (License Renewal for H2O, WW, & BFCC); \$1,083 (TPWA); \$754 (Annual Pretreatment Conference).	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>2,750</b>
\$2,300 Cell phone annual expense (3 cell phones); \$200 replacement Phone; \$250 Contingency Expenses.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>102,569</b>
\$30,000 for HHW Event, \$5,000 for 1st quarter HHW Collections, \$5,500 for each of the remaining 2nd, 3rd, & 4th quarters Household Hazardous Waste Disposal. \$10,000 in Environmental Sampling, Monitoring, & Consultant Fees. \$41,069 for Vector Control Spraying.	

**Public Works - Facilities Services  
100-118-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	598,061	619,177	619,506	634,072	651,948
Supplies	60,504	64,740	71,250	72,061	84,750
Maintenance	227,784	265,971	248,853	268,556	299,853
Services	861,713	749,944	940,718	885,365	1,234,442
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,748,063</b>	<b>1,699,832</b>	<b>1,880,327</b>	<b>1,860,054</b>	<b>2,270,993</b>

**Objectives**

- City Hall - Replace Domestic Water Booster Pump, Paint, and Fan Power Heat boxes that provides heat in the building.
- Fire Stations - Painting, Flooring, and Station 1 needs assessment.
- Library - Painting, security cameras and lighting upgrades.
- Roof Program - Continue program to evaluate current roof conditions, prioritize areas in need of repair, and forecast future capital needs.
- Municipal Service Center - Replace casework, flooring, painting, and HVAC equipment.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Annual major work orders completed	7,431	7,213	7,400	7,400	7,400
Non-emergency work orders completed within seven working days	98%	96%	95%	95%	96%
Annual emergency call outs (after hours)	92	116	90	90	100
Number of facilities maintained	96	96	96	96	97
Percent of preventative maintenance tasks completed on schedule	99%	98%	97%	97%	98%

**Public Works - Facilities Services  
100-118-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	474,336	479,055	490,963	490,000	517,423	8.01%	5.39%
41107 Salaries-Overtime	13,000	23,788	7,500	26,602	7,500	-68.47%	0.00%
41180 Salaries-P/T & Hourly	1,908	1,458	3,000	40	3,000	105.79%	0.00%
41224 PARS Benefits	25	19	39	5	39	108.78%	0.00%
41236 TMRS Benefits	91,986	97,007	97,882	98,551	102,625	5.79%	4.85%
41247 Medicare	7,016	7,267	7,455	7,258	7,851	8.03%	5.31%
41271 Salaries-Longevity	3,360	3,980	3,936	3,936	4,392	10.35%	11.59%
41273 Salaries-SLBB	6,431	6,603	8,731	7,680	9,118	38.09%	4.43%
<b>Personnel Services Subtotal</b>	<b>598,061</b>	<b>619,177</b>	<b>619,506</b>	<b>634,072</b>	<b>651,948</b>	<b>5.29%</b>	<b>5.24%</b>
42200 Operating Supplies	38,847	43,545	47,000	51,397	59,000	35.49%	25.53%
42220 Clothing Supplies	4,243	4,044	4,500	4,500	5,000	23.64%	11.11%
42261 Postage Charges	249	163	250	138	250	53.75%	0.00%
42281 Apparatus and Tools	2,619	3,291	3,500	3,026	4,500	36.74%	28.57%
42285 Motor Vehicle Fuel	14,547	13,697	16,000	13,000	16,000	16.82%	0.00%
<b>Supplies Subtotal</b>	<b>60,504</b>	<b>64,740</b>	<b>71,250</b>	<b>72,061</b>	<b>84,750</b>	<b>30.91%</b>	<b>18.95%</b>
43350 Buildings	227,784	265,923	248,853	268,556	299,853	12.76%	20.49%
<b>Maintenance Subtotal</b>	<b>227,784</b>	<b>265,971</b>	<b>248,853</b>	<b>268,556</b>	<b>299,853</b>	<b>12.74%</b>	<b>20.49%</b>
44505 Training, travel, dues	3,662	3,797	5,000	3,865	5,000	31.67%	0.00%
44525 Utilities	648,449	538,321	691,553	675,000	910,910	69.21%	31.72%
44540 Professional Services	209,396	206,847	242,665	205,000	317,032	53.27%	30.65%
44573 Leases and Rentals	205	979	1,500	1,500	1,500	53.27%	0.00%
<b>Services Subtotal</b>	<b>861,713</b>	<b>749,944</b>	<b>940,718</b>	<b>885,365</b>	<b>1,234,442</b>	<b>64.60%</b>	<b>31.22%</b>
<b>DIVISION TOTAL</b>	<b>1,748,063</b>	<b>1,699,832</b>	<b>1,880,327</b>	<b>1,860,054</b>	<b>2,270,993</b>	<b>33.60%</b>	<b>20.78%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>1,135,455</b>	<b>1,066,910</b>	<b>1,244,821</b>	<b>1,212,982</b>	<b>1,603,045</b>	<b>50.25%</b>	<b>28.78%</b>

**Public Works - Facilities Services**

**100-118-2**

**Comments / Justification**

**42200 Operating Supplies** **59,000**

Janitorial Paper supplies \$55,000, shop supplies \$2,000, office supplies \$1,500, and copy machine charges \$500. Janitorial Paper supplies increasing from \$43,000 to \$55,000 due to the REC added square footage and a increase in paper usage.

**42220 Clothing Supplies** **5,000**

Uniforms for staff, personal protection equipment and boot reimbursement 4,500. Uniform increase due to added position \$500.

**42261 Postage Charges** **250**

Increase to meet actual expenditures.

**42281 Apparatus and Tools** **4,500**

Tools: drills, wrenches, saws etc. \$1,000. Test equipment: meters, gauges etc. \$2,500; Increase due to added position \$1,000.

**43350 Buildings** **299,853**

Building Maintenance total sq. ft. 394,784 at \$ .75/sq. ft. (\$296,088) with 7,530 sq. ft. at \$ .50/sq. ft. (\$3,765) increased from 326,784 to 394,784 sq. ft. with the REC facility (66,100 sq. ft.), Library facility (1,500 sq. ft.) and the Meadowmere Soccer restroom (400 sq. ft.).

**44505 Training, travel, dues** **5,000**

Staff licenses \$735. Continuing education and training \$1,795. Association dues, seminars, and travel \$2,470.

**44525 Utilities** **910,910**

Electricity through CAPP. Contract. Electrical/Gas \$801,070; Water/Sewer \$92,040; Cell phones and mobile devices \$8,500; Land line phone service including fire alarm panels, and Elevator phone lines \$9,300. The \$219,357 increase in electrical and gas is due to the REC added square footage.

**44540 Professional Services** **317,032**

Janitorial Services contract: \$303,632 which is a increase from \$209,440 due to added sq. ft. at the REC. Work Order Maintenance software: \$3,900. Carpet and Window cleaning: \$9,500. The increase is due to square foot increase from 47,900 (\$40,004) to 87,000 (\$72,658). This increase also includes adding 1.5 Day Porters. From \$46,835 to \$72,360. Additionally this gives the Day Porters a 3% cost of living adjustment.

**44573 Leases and Rentals** **1,500**

Special equipment rental: \$1,450. Gas cylinder rental: \$50

**Public Works - Fleet Services  
100-108-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	613,740	667,958	738,338	664,525	762,588
Supplies	514,373	456,218	573,100	510,000	556,100
Maintenance	207,336	294,292	261,600	283,835	251,600
Services	22,824	30,237	37,350	33,647	34,350
Capital Outlay	68,269	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,426,541</b>	<b>1,448,705</b>	<b>1,610,388</b>	<b>1,492,007</b>	<b>1,604,638</b>

**Objectives**

- Maintain a low on the job, shop accident rate.
- Maintain an aggressive Preventative, Predictive Maintenance program.
- Use only top quality repair techniques to minimize vehicle downtime, while maintaining part procurement efficiency.
- Continuously monitor the average age of the fleet and replace vehicles when cost effective.
- Maintain properly specified vehicles and equipment within each department's program needs for efficiency and standardization during replacement.
- Continuously monitor all parts, fuel costs, and quality to maintain cost effectiveness and vehicle reliability.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Percent of user satisfaction with services	95%	97%	100%	100%	100%
Percent of total fleet availability (daily)	95%	97%	99%	99%	99%
Percent of repairs completed within 24 hours	90%	96%	97%	97%	98%
Average number of work orders performed monthly	231	291	300	300	300

**Public Works - Fleet Services  
100-108-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	485,942	538,602	585,575	540,000	603,336	12.02%	3.03%
41107 Salaries-Overtime	10,963	6,221	10,000	4,512	10,000	60.75%	0.00%
41180 Salaries-P/T & Hourly	78	118	2,000	0	2,000	1599.38%	0.00%
41211 Tool Allowance	1,415	2,587	3,750	1,500	3,750	44.97%	0.00%
41224 PARS Benefits	1	2	26	0	26	1599.35%	0.00%
41236 TMRS Benefits	94,599	104,889	116,318	103,686	119,694	14.12%	2.90%
41247 Medicare	7,183	7,848	8,836	7,638	9,135	16.40%	3.38%
41271 Salaries-Longevity	4,432	2,832	3,312	3,312	3,792	33.90%	14.49%
41273 Salaries-SLBB	9,127	4,861	8,521	3,877	10,855	123.32%	27.39%
<b>Personnel Services Subtotal</b>	<b>613,740</b>	<b>667,958</b>	<b>738,338</b>	<b>664,525</b>	<b>762,588</b>	<b>14.17%</b>	<b>3.28%</b>
42200 Operating Supplies	4,563	4,195	6,000	4,500	6,000	43.03%	0.00%
42220 Clothing Supplies	3,080	2,589	4,600	3,000	4,600	77.67%	0.00%
42261 Postage Charges	1,886	2,801	3,000	4,000	6,000	114.22%	100.00%
42281 Apparatus and Tools	12,952	2,549	3,500	3,500	3,500	37.32%	0.00%
42285 Motor Vehicle Fuel	4,561	5,477	6,000	5,000	6,000	9.55%	0.00%
42286 Motor Vehicle Equip. / Parts	487,331	438,607	550,000	490,000	530,000	20.84%	-3.64%
<b>Supplies Subtotal</b>	<b>514,373</b>	<b>456,218</b>	<b>573,100</b>	<b>510,000</b>	<b>556,100</b>	<b>21.89%</b>	<b>-2.97%</b>
43430 Motor Vehicle Maint.	199,294	281,926	250,000	275,000	240,000	-14.87%	-4.00%
43465 Misc. Equipment Maint.	8,042	12,367	11,600	8,835	11,600	-6.20%	0.00%
<b>Maintenance Subtotal</b>	<b>207,336</b>	<b>294,292</b>	<b>261,600</b>	<b>283,835</b>	<b>251,600</b>	<b>-14.51%</b>	<b>-3.82%</b>
44505 Training, travel, dues	5,413	9,780	13,000	9,000	10,000	2.25%	-23.08%
44525 Utilities	3,265	3,923	4,000	3,795	4,000	1.96%	0.00%
44540 Professional Services	13,726	16,264	20,000	20,582	20,000	22.97%	0.00%
44573 Leases and Rentals	420	270	350	270	350	29.63%	0.00%
<b>Services Subtotal</b>	<b>22,824</b>	<b>30,237</b>	<b>37,350</b>	<b>33,647</b>	<b>34,350</b>	<b>13.60%</b>	<b>-8.03%</b>
48860 Machinery & Equipment	68,269	0	0	0	0	NA	NA
<b>Capital Outlay Subtotal</b>	<b>68,269</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>DIVISION TOTAL</b>	<b>1,426,541</b>	<b>1,448,705</b>	<b>1,610,388</b>	<b>1,492,007</b>	<b>1,604,638</b>	<b>10.76%</b>	<b>-0.36%</b>
<b>Less Salaries, Vehicle Parts &amp; Maint. &amp; Fuel</b>	<b>608,946</b>	<b>493,345</b>	<b>616,050</b>	<b>547,482</b>	<b>596,050</b>	<b>20.82%</b>	<b>-3.25%</b>

**Public Works - Fleet Services**

**100-108-1**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>6,000</b>
Shop towels, rags, cleaners & maintenance items - \$1,500; Safety & fleet maintenance manual updates -\$500; Office supplies, Printer supplies, Order and supply forms-\$3,000; State Inspections sheets, Training supplies-\$1,000.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>4,600</b>
Uniform services, weather gear, shop aprons, safety gear, gloves and boot reimbursement-\$4,600.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>6,000</b>
Fleet uses a pickup and delivery service for parts, fleet ships and return part cores, freight charges for parts-\$6,000.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>3,500</b>
Basic shop tools replacement and specialty tools and maintenance of shop tools, shop tool repairs-\$3,500.	
<b><u>42286</u></b> <b><u>Vehicle Equip/Parts</u></b>	<b>530,000</b>
Equipment and vehicles parts for repairs and maintenance, tires, lubricants, electronics, electrical parts, hydraulic parts, specialty parts and misc. parts for Public Works, Parks, Fire and Police, etc. vehicles and equipment-\$530,000.	
<b><u>43430</u></b> <b><u>Motor Vehicle Maint.</u></b>	<b>240,000</b>
Fleet vehicles and equipment outsourcing and sublet repairs, labor, accident and body work repairs, specialized diagnostics and troubleshooting.-\$240,000.	
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b>	<b>11,600</b>
Fuel Island maintenance, parts, annual testing and calibrations, annual Inspections and repairs of fueling system and pumps.-\$11,600.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>10,000</b>
NAFA Membership for three-\$1,500; Annual CCG Faster in-house and annual training for upgrades- \$1,000; EVT Emergency Vehicle Maintenance Training in Florida for four technicians-\$6,000; Fueling Facility A-BC Certification Training for three-\$500; RMFMA annual dues and technician conference-\$1,000.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>4,000</b>
Phones and service for Fleet, Cell service for Manager, foreman and on-call technician-\$4,000.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>20,000</b>
Special services for tire, oils and hazardous waste removal and waste disposal-\$4,000; All Data service for automotive and large trucks-\$3,000; Faster Fleet Maintenance Software Annual Maintenance agreement and license-\$8,000; Insight annual support-\$1,000; Fleet laptop diagnostic program and service-\$2,000; Fueling system support maintenance and annual leak testing by 3rd party-\$2,000.	
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b>	<b>350</b>
Welding bottles rental-\$350.	

FY 2015-16 PROPOSED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
417 - DEVELOPMENT SERVICES

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	189,578	198,759	209,575	201,139	218,431
Building Inspection	739,091	746,433	797,708	754,594	819,344
Planning	285,907	290,677	310,982	293,988	323,552
<b>Total</b>	<b>1,214,576</b>	<b>1,235,869</b>	<b>1,318,265</b>	<b>1,249,721</b>	<b>1,361,327</b>

<b><u>DEVELOPMENT SERVICES</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Development Services Director	1	1	1	1	1
Code Enforcement Officer	2	2	2	2	2
Plans Examiner/Field Coordinator	1	1	1	1	1
Plans Examiner/Inspector	1	1	1	1	1
Building Inspector II	4	4	4	4	4
Development Services Assistant	1	1	1	1	1
Building Permit Clerk	2	2	2	2	2
Planner II	1	1	1	1	1
Planning & Development Manager	1	0	0	0	0
Asst. Director of Dev. Svc	0	1	1	1	1
Planning Technician	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

**Development Services - Administration  
100-417-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	168,432	175,068	182,945	177,457	191,801
Supplies	11,369	13,534	16,200	13,000	16,200
Maintenance	0	0	0	0	0
Services	9,777	10,157	10,430	10,682	10,430
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>189,578</b>	<b>198,759</b>	<b>209,575</b>	<b>201,139</b>	<b>218,431</b>

**Objectives**

- Continue to ensure timely, accurate, and thorough customer service is provided from the Building Department.
- Work closely with Economic Development Manager to ensure that the goals of the city are met through the efforts of the development department.
- Continue to provide immediate zoning and economic development assistance to customers that call or walk in.
- Implement site visits to local businesses and industry to promote business development.
- Provide miscellaneous pamphlets, brochures and marketing material to facilitate and promote development in the community.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Square feet of commercial construction	210,000	110,000	150,000	150,000	170,000
Square feet of industrial construction	1,000	30,000	5,000	5,000	5,000

**Development Services - Administration  
100-417-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	133,020	137,500	143,770	139,900	151,045	9.85%	5.06%
41236 TMRS Benefits	25,977	27,486	29,050	27,613	30,335	10.37%	4.42%
41247 Medicare	2,041	2,114	2,200	2,100	2,308	9.15%	4.91%
41271 Salaries-Longevity	864	912	960	960	1,008	10.53%	5.00%
41273 Salaries-SLBB	2,530	2,606	2,765	2,684	2,905	11.47%	5.06%
41275 Car Allowance	4,000	4,450	4,200	4,200	4,200	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>168,432</b>	<b>175,068</b>	<b>182,945</b>	<b>177,457</b>	<b>191,801</b>	<b>9.56%</b>	<b>4.84%</b>
42200 Operating Supplies	7,726	10,430	11,000	10,000	11,000	5.47%	0.00%
42261 Postage Charges	3,642	3,105	5,200	3,000	5,200	67.49%	0.00%
<b>Supplies Subtotal</b>	<b>11,369</b>	<b>13,534</b>	<b>16,200</b>	<b>13,000</b>	<b>16,200</b>	<b>19.70%</b>	<b>0.00%</b>
44505 Training, travel, dues	1,971	2,330	1,000	2,600	1,000	-57.09%	0.00%
44525 Utilities	7,805	7,827	6,110	8,082	6,110	-21.94%	0.00%
44540 Professional Services	0	0	3,320	0	3,320	NA	0.00%
<b>Services Subtotal</b>	<b>9,777</b>	<b>10,157</b>	<b>10,430</b>	<b>10,682</b>	<b>10,430</b>	<b>2.69%</b>	<b>0.00%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>189,578</b>	<b>198,759</b>	<b>209,575</b>	<b>201,139</b>	<b>218,431</b>	<b>9.90%</b>	<b>4.23%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>21,146</b>	<b>23,691</b>	<b>26,630</b>	<b>23,682</b>	<b>26,630</b>	<b>12.40%</b>	<b>0.00%</b>

**Comments / Justification**

<b>42200 Operating Supplies</b> Printing, copying, office supplies.	<b>11,000</b>
<b>42261 Postage Charges</b> Postage for departmental operations.	<b>5,200</b>
<b>44505 Training, travel, dues</b> Director to attend International Council of Shopping Centers meeting in Las Vegas in May.	<b>1,000</b>
<b>44525 Utilities</b> Utilities for the functioning of the department. Internet connectivity for IPAD's. Department cell phones.	<b>6,110</b>

**Development Services - Building Inspections  
100-417-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	640,655	681,486	708,629	689,918	737,265
Supplies	31,269	24,487	34,146	23,676	27,146
Maintenance	0	0	0	0	0
Services	67,168	40,460	54,933	41,000	54,933
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>739,091</b>	<b>746,433</b>	<b>797,708</b>	<b>754,594</b>	<b>819,344</b>

**Objectives**

- Obtain certifications in adopted technical codes.
- Provide in-house and outside training for certification exams.
- Convert permit documents into Laserfiche digitized format.
- Continue to provide effective code enforcement and notification of violation to property owners.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Average number of days for plan review comments to be forwarded to applicant:					
- residential	1.3	1.1	3.0	3.0	3.0
- signs	1.0	0.3	3.0	3.0	3.0
- commercial alterations and finish	2.3	1.7	10.0	10.0	10.0
- new commercial buildings	4.3	5.8	15.0	15.0	15.0
Number of new professional licenses /					
- ICC Inspector	0.8	0	3	3	3
Average number of days to respond to nuisance and zoning complaints	1	1	1	1	1

**Development Services - Building Inspections  
100-417-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	522,274	556,877	569,702	560,000	592,887	6.47%	4.07%
41107 Salaries-Overtime	0	64	2,912	720	2,912	4445.03%	0.00%
41236 TMRS Benefits	98,089	106,566	112,523	108,000	116,607	9.42%	3.63%
41247 Medicare	7,586	8,088	8,520	8,000	8,871	9.68%	4.12%
41271 Salaries-Longevity	3,024	3,504	4,080	4,032	4,608	31.51%	12.94%
41273 Salaries-SLBB	4,279	3,501	10,892	4,091	11,380	225.09%	4.48%
<b>Personnel Services Subtotal</b>	<b>640,655</b>	<b>681,486</b>	<b>708,629</b>	<b>689,918</b>	<b>737,265</b>	<b>8.18%</b>	<b>4.04%</b>
42200 Operating Supplies	10,020	11,118	15,546	12,176	15,546	39.82%	0.00%
42220 Clothing Supplies	1,457	1,957	3,600	1,800	3,600	84.00%	0.00%
42281 Apparatus and Tools	7,402	0	0	0	0	0.00%	0.00%
42285 Motor Vehicle Fuel	12,390	11,412	15,000	9,700	8,000	-29.90%	-46.67%
<b>Supplies Subtotal</b>	<b>31,269</b>	<b>24,487</b>	<b>34,146</b>	<b>23,676</b>	<b>27,146</b>	<b>10.86%</b>	<b>-20.50%</b>
44505 Training, travel, dues	5,023	3,264	5,218	4,500	5,218	59.85%	0.00%
44535 Financial Service Fees	0	0	0	7,500	13,000	NA	NA
44540 Professional Services	62,145	37,196	47,800	29,000	34,800	-6.44%	-27.20%
44573 Leases and Rentals	0	0	1,915	0	1,915	NA	0.00%
<b>Services Subtotal</b>	<b>67,168</b>	<b>40,460</b>	<b>54,933</b>	<b>41,000</b>	<b>54,933</b>	<b>35.77%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>739,091</b>	<b>746,433</b>	<b>797,708</b>	<b>754,594</b>	<b>819,344</b>	<b>9.77%</b>	<b>2.71%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>86,047</b>	<b>53,535</b>	<b>74,079</b>	<b>54,976</b>	<b>74,079</b>	<b>38.38%</b>	<b>0.00%</b>

**Comments / Justification**

**42200 Operating Supplies** 15,546  
Supplies and materials needed to operate the division. Permit and inspection forms, board packets and inspection tags. \$4471 added for 2012 ICC Construction Code Books (including 1 set for library as required by ordinance) for upcoming code adoptions.

**44505 Training, travel, dues** 5,218  
Building Official to attend Building Officials Association of Texas meeting/training in Austin in August, International Code Council annual conference in September. All staff to attend Building Professional Institute training in May. Four (4) staff members to take ICC Certification exams.

**44535 Financial Services Fees** 13,000  
Credit Card fees moved from Professional Services.

**44540 Professional Services** 34,800  
Demolition of dangerous buildings and mowing charges (these are ultimately recovered), digital conversion of records. MyGov computer software maintenance fees. Laserfiche support.

**Development Services - Planning  
100-417-3**

<b>Expenditures by Major Object</b>	<b>2011-12 Estimate</b>	<b>2012-13 YTD 3/31</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	260,176	132,606	269,887	283,548	287,452	283,972	300,022
Supplies	6,378	5,542	8,409	5,105	16,030	5,216	16,030
Maintenance	0	0	0	0	0	0	0
Services	5,621	2,733	7,611	2,023	7,500	4,800	7,500
Capital Outlay	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
<b>Total</b>	<b>272,175</b>	<b>140,881</b>	<b>285,907</b>	<b>290,677</b>	<b>310,982</b>	<b>293,988</b>	<b>323,552</b>

**Objectives**

- Respond to all zoning / development activity inquiries in a timely manner.
- Maintain / update zoning case files and maintain a log of all such activity for reference.
- Create and maintain the official city zoning map in-house.
- Provide a thorough staff review of applicant requests and allow applicants more time to resolve development issues associated with zoning, conditional / special uses and variance applications.
- Conduct required tri-annual workshops and additional workshops as needed with the Planning and Zoning Commission to review the Comprehensive Master Plan and Zoning Ordinance.
- Create and maintain the official Land Use Map (current and future).
- Maintain and update the official Master Plan.

<b><u>Performance Indicators</u></b>	<b>2011-12 Estimate</b>	<b>2012-13 YTD 3/31</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Average staff processing time for initial review of zoning, conditional and special use applications (days)	19	19	14	19	19	19	14
Average response from applicant regarding initial review (days)	7	7	5	7	7	7	7
Public hearing case preparation time	16	16	12	16	16	16	16
Variance application processing time	36	36	27	36	36	36	36
Administrative site plan processing	30	30	23	30	30	30	30
Number of workshops with the Planning and Zoning Commission	3	2	2	3	3	3	3

**Development Services - Planning  
100-417-3**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	217,410	229,026	229,425	229,000	239,692	4.66%	4.48%
41107 Salaries-Overtime	1,576	183	2,403	0	2,403	1216.21%	0.00%
41236 TMRS Benefits	41,627	44,500	45,644	45,000	47,452	6.63%	3.96%
41247 Medicare	3,225	3,382	3,456	3,400	3,610	6.73%	4.46%
41271 Salaries-Longevity	1,872	2,016	2,112	2,160	2,256	11.90%	6.82%
41273 Salaries-SLBB	4,177	4,338	4,412	4,412	4,609	6.25%	4.47%
<b>Personnel Services Subtotal</b>	<b>269,887</b>	<b>283,548</b>	<b>287,452</b>	<b>283,972</b>	<b>300,022</b>	<b>5.81%</b>	<b>4.37%</b>
42200 Operating Supplies	8,409	5,105	15,630	5,216	15,630	206.15%	0.00%
42281 Apparatus and Tools	0	0	400	0	400	NA	0.00%
<b>Supplies Subtotal</b>	<b>8,409</b>	<b>5,105</b>	<b>16,030</b>	<b>5,216</b>	<b>16,030</b>	<b>213.98%</b>	<b>0.00%</b>
44505 Training, travel, dues	6,766	1,028	7,500	4,800	7,500	629.53%	0.00%
44540 Professional Services	845	995	0	0	0	-100.00%	0.00%
<b>Services Subtotal</b>	<b>7,611</b>	<b>2,023</b>	<b>7,500</b>	<b>4,800</b>	<b>7,500</b>	<b>270.73%</b>	<b>0.00%</b>
<b>DIVISION TOTAL</b>	<b>285,907</b>	<b>290,677</b>	<b>310,982</b>	<b>293,988</b>	<b>323,552</b>	<b>11.31%</b>	<b>4.04%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel</b>	<b>16,020</b>	<b>7,128</b>	<b>23,530</b>	<b>10,016</b>	<b>23,530</b>	<b>230.09%</b>	<b>0.00%</b>

**Comments / Justification**

**42200 Operating Supplies**

**15,630**

Supplies and materials needed to operate the division. Printing costs for updated zoning maps, comprehensive plan materials and proposed site plans. Digitizing site plans. Advertising for zoning cases as required by law.

**42281 Apparatus and Tools**

**400**

Incidental tools as needed for special projects.

**44505 Training, travel, dues**

**7,500**

One (1) Planning and Zoning Commissioner and one (1) staff member to attend the American Planning Association conference in April and the American Planning Association Texas Chapter conference in October. American Planning Association memberships for nine (9) Planning and Zoning Commissioners and three (3) staff members. Quarterly publication of "The Commissioner."

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
DEBT SERVICE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	12,252,396	16,119,415	16,920,164	16,920,164	16,938,194
<b>OPERATING REVENUE:</b>					
Property Taxes - Current	11,236,087	11,699,335	11,700,000	11,881,613	11,529,929
Property Taxes - Delinquent	150,758	75,883	69,779	34,830	70,000
Interest Income	24,537	9,719	40,000	24,415	20,000
<b>Total Operating Revenue</b>	<b>11,411,382</b>	<b>11,784,937</b>	<b>11,809,779</b>	<b>11,940,858</b>	<b>11,619,929</b>
<b>TRANSFERS IN:</b>					
Transfer from Municipal Ct. Technology Fund	22,722	23,607	55,825	55,825	0
Transfer from CVB Fund	2,085,317	2,038,900	1,935,950	1,935,950	1,081,644
Transfer from SDUS Fund	113,988	319,436	318,735	318,735	0
Transfer from Lake Parks Fund	327,651	323,973	321,014	321,014	0
Transfer from Economic Development Fund	0	0	1,594,027	1,594,027	1,595,436
Bond Proceeds/Refunding/Premiums	7,917,555	0	0	13,785,676	0
<b>Total Transfers In</b>	<b>10,467,233</b>	<b>2,705,916</b>	<b>4,225,551</b>	<b>18,011,227</b>	<b>2,677,080</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>21,878,615</b>	<b>14,490,853</b>	<b>16,035,330</b>	<b>29,952,085</b>	<b>14,297,009</b>
<b>OPERATING EXPENDITURES:</b>					
G.O. Bond Interest Payments	1,505,611	4,043,398	3,755,940	3,755,940	3,363,121
G.O. Bond Principal Payments	5,127,160	6,035,000	7,305,000	7,305,000	7,705,000
C.O. Interest Payments	542,460	504,496	1,441,404	1,441,404	1,399,575
C.O. Principal Payments	1,275,142	1,116,736	2,013,386	2,013,386	1,635,095
Tax and Note Interest Payments	124,353	164,702	97,860	97,860	69,285
Tax and Note Principal Payments	1,273,212	1,824,234	1,400,342	1,400,342	571,533
Palace Arts Center Payments	240,810	0	0	0	0
Fiscal Agent & Bond Fees	88,956	1,538	7,000	276,801	7,000
Pymt to Refund Bond Escrow Agent	7,833,892	0	0	13,643,322	0
<b>Total Operating Expenditures</b>	<b>18,011,596</b>	<b>13,690,104</b>	<b>16,020,932</b>	<b>29,934,055</b>	<b>14,750,609</b>
<b>TRANSFERS OUT:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>18,011,596</b>	<b>13,690,104</b>	<b>16,020,932</b>	<b>29,934,055</b>	<b>14,750,609</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>3,867,019</b>	<b>800,749</b>	<b>14,398</b>	<b>18,030</b>	<b>(453,600)</b>
<b>ENDING FUND BALANCE:</b>	<b>16,119,415</b>	<b>16,920,164</b>	<b>16,934,562</b>	<b>16,938,194</b>	<b>16,484,594</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>3,552,972</b>	<b>2,700,514</b>	<b>3,160,293</b>	<b>5,904,800</b>	<b>2,909,709</b>

\* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).  
The FY 2015-16 projected Ending Fund Balance represents **408** days of operation.

Schedule of Requirements Governmental Activities	2016		
	Principal	Interest	Total
<b><u>General Obligation Bonds</u></b>			
2006 GO	250,000	5,313	255,313
2009 GO Refunding	580,000	100,025	680,025
2010 GO Refunding	650,000	172,225	822,225
2012 GO Refunding	1,440,000	85,438	1,525,438
2013 GO	2,250,000	2,583,820	4,833,820
2015 GO Refunding Lake Parks	90,000	11,450	101,450
2015 GO Refunding Tax Supported	2,445,000	404,850	2,849,850
<b>Total General Obligation Bonds</b>	<b>7,705,000</b>	<b>3,363,121</b>	<b>11,068,121</b>
<b><u>Certificates of Obligation</u></b>			
2006 CO	95,000	2,019	97,019
2007 CO	105,000	67,703	172,703
2009 CO	405,000	265,135	670,135
2009A CO	70,000	54,994	124,994
2010 CO	50,095	9,000	59,095
2012 CO	75,000	18,369	93,369
2015 CO Tax Supported	165,000	56,919	221,919
<b>Total Certificates of Obligation</b>	<b>965,095</b>	<b>474,139</b>	<b>1,439,234</b>
<b><u>Tax Notes and Notes Payable</u></b>			
2013 Tax Note	555,000	56,950	611,950
Anderson Note Payable	16,533	12,335	28,868
<b>Total Tax and Note Payable</b>	<b>571,533</b>	<b>69,285</b>	<b>640,818</b>
<b><u>Economic Development Bonds</u></b>			
2014 Sales Tax Revenue Bonds	670,000	925,436	1,595,436
<b>Total Economic Development Bonds</b>	<b>670,000</b>	<b>925,436</b>	<b>1,595,436</b>
<b>Total Governmental Debt</b>	<b>9,911,628</b>	<b>4,831,980</b>	<b>14,743,609</b>

FY 2015-16 APPROVED OPERATING BUDGET  
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
 FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	1,647,255	1,751,789	1,816,808	1,816,808	1,820,308
<b>OPERATING REVENUE:</b>					
Interest Income	6,301	854	5,000	3,500	3,500
Participation	0	0	0	0	0
Miscellaneous	0	0	0	0	0
<b>Total Operating Revenue</b>	<b>6,301</b>	<b>854</b>	<b>5,000</b>	<b>3,500</b>	<b>3,500</b>
<b>TRANSFERS IN:</b>	<b>2,809,000</b>	<b>2,809,000</b>	<b>3,279,000</b>	<b>3,279,000</b>	<b>3,279,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,815,301</b>	<b>2,809,854</b>	<b>3,284,000</b>	<b>3,282,500</b>	<b>3,282,500</b>
<b>OPERATING EXPENDITURES:</b>					
Facilities Maintenance	404,320	474,206	550,000	550,000	500,000
Parks Maintenance	836,206	391,692	1,096,000	1,096,000	1,095,000
Street Maintenance and Overlay	1,172,392	1,574,261	1,255,000	1,255,000	1,255,000
Traffic Signal, Striping and Signing Maint.	291,555	304,301	378,000	378,000	429,000
<b>Total Operating Expenditures</b>	<b>2,710,767</b>	<b>2,744,836</b>	<b>3,279,000</b>	<b>3,279,000</b>	<b>3,279,000</b>
<b>TRANSFERS OUT:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>2,710,767</b>	<b>2,744,836</b>	<b>3,279,000</b>	<b>3,279,000</b>	<b>3,279,000</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>104,534</b>	<b>65,019</b>	<b>5,000</b>	<b>3,500</b>	<b>3,500</b>
<b>ENDING FUND BALANCE:</b>	<b>1,751,789</b>	<b>1,816,808</b>	<b>1,821,808</b>	<b>1,820,308</b>	<b>1,823,808</b>

**FY 2015-16 PROPOSED OPERATING BUDGET  
CAPITAL / STREET MAINTENANCE PROGRAM  
FACILITIES MAINTENANCE PROJECTS**

<b><u>FACILITIES MAINTENANCE PROJECTS:</u></b>		<b>FY 2015-16 <u>Proposed</u></b>
174-74004-001	City Hall	83,000
174-74004-003	Police & Courts Building	15,000
174-74004-004	Municipal Service Center	41,000
174-74004-005	Library	65,000
174-74004-007	Fire Stations	68,000
174-74004-008	Animal Control	34,000
174-74004-009	Park Facilities	65,000
174-74004-010	Police Community Outreach Center	10,000
174-74004-011	Police Substation	15,000
174-74004-012	Roof Program	37,000
174-74004-013	Emergency Fund	10,000
174-74004-015	Water Tower Records Storage	15,000
174-74004-016	Indoor Air Quality Testing	7,000
174-74004-018	Service Center Storage Area	15,000
174-74004-020	Electrical Maintenance & Repairs	10,000
174-74004-024	Energy Efficiency Upgrades	10,000
<b>TOTAL FACILITIES MAINTENANCE PROJECTS:</b>		<b>\$500,000</b>



**Permanent Capital / Street Maintenance Program**

Project Name:

**City Hall**

Project Group:

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

Project Account Number:

**174-74004-118-001**

**DESCRIPTION / JUSTIFICATION:**

City Hall is a 37,500 sq. ft. facility. Projects for FY 2016 includes Domestic Water Booster Pump replacement, replace Fan Powered Heat Boxes in the HVAC system and painting.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Booster Pump Replacement	28,000					
Painting	10,000					
Restroom floor Maintenance		4,000				
Replace VAV Boxes	45,000					
<b>Total Cost</b>	<b>\$83,000</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund		0.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$0</b>	<b>0.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq. ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs	28,125	28,125	29,042	29,919	30,811	31,735
<b>Total Operating Costs</b>	<b>\$28,125</b>	<b>\$28,125</b>	<b>\$29,042</b>	<b>\$29,919</b>	<b>\$30,811</b>	<b>\$31,735</b>



**Permanent Capital / Street Maintenance Program**

Project Name:

Project Group:

**Police/Courts**

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

Project Account Number:

**174-74004-118-003**

**DESCRIPTION / JUSTIFICATION:**

Police/Courts is a 27,000 sq. ft. facility. FY 2016 projects includes: Additional Server Room HVAC needs due to added heat load.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Painting	0		5,000		5,000	
Server Room HVAC	15,000					
<b>Total Cost</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	15,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$15,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq. ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	20,250	75,000	75,000	75,000	75,000	75,000
<b>Total Operating Costs</b>	<b>\$20,250</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Municipal Service Center**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-004**

**DESCRIPTION / JUSTIFICATION:**

The Municipal Service Center is a 40,200 sq. ft. facility. FY 2016 projects includes: Painting, replacement of casework, flooring, and HVAC replacements.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Painting	10,000	5,000				
Casework	6,000			5,000		
Flooring	10,000	10,000				
HVAC	15,000	10,000				
<b>Total Cost</b>	<b>\$41,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	41,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$41,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	29,346	29,346	31,055	31,987	32,947	33,935
<b>Total Operating Costs</b>	<b>\$29,346</b>	<b>\$29,346</b>	<b>\$31,055</b>	<b>\$31,987</b>	<b>\$32,947</b>	<b>\$33,935</b>



**Permanent Capital / Street Maintenance Program**

Project Name:

Project Group:

**Library**

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

Project Account Number:

**174-74004-118-005**

**DESCRIPTION / JUSTIFICATION:**

The Library is a 54,572 sq. ft. facility. FY 2016 projects include; carpet replacement, painting, adding security cameras and access controls, and Lighting upgrades.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Carpet Replacement	10,000					
Painting	10,000	5,000	10,000	5,000	10,000	
Cameras and access controls	25,000					
Lighting upgrades	20,000	25,000	25,000			
<b>Total Cost</b>	<b>\$65,000</b>	<b>\$30,000</b>	<b>\$35,000</b>	<b>\$5,000</b>	<b>\$10,000</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	65,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$65,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq. ft. is \$0.75. Increase from 53,072 to 54,572

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	40,929	40,929	40,998	40,929	40,929	40,929
<b>Total Operating Costs</b>	<b>\$40,929</b>	<b>\$40,929</b>	<b>\$40,998</b>	<b>\$40,929</b>	<b>\$40,929</b>	<b>\$40,929</b>



**Permanent Capital / Street Maintenance Program**

Project Name:

**Fire Station Repairs & Maint.**

Project Group:

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

Project Account Number:

**174-74004-118-007**

**DESCRIPTION / JUSTIFICATION:**

The City of Grapevine has five(5) fire stations which total 31,674 sq ft. They include: Central Fire Station (13,039 sq ft ), Station #2 (3,281 sq ft), Station #3 (3,281 sq ft), Station #4 (5,281 sq ft), and Station #5 (6,792 sq ft). FY 2016 Projects include: Repair or replace overhead doors and appliances in all stations, flooring/painting, and HVAC/Controls. Facility needs assessment for station 1.

**FINANCIAL INFORMATION**

Project Expenses	2016	Planned				
	Proposed	2017	2018	2019	2020	2021
Overhead Doors	10,000	10,000	10,000	10,000	7,000	7,000
Facility needs assessment	20,000	0				
Appliances	8,000	8,000			8,000	
Flooring/Painting	15,000		0			
HVAC/ Controls	15,000	15,000	15,000			
<b>Total Cost</b>	<b>\$68,000</b>	<b>\$33,000</b>	<b>\$25,000</b>	<b>\$10,000</b>	<b>\$15,000</b>	<b>\$7,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	68,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$68,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2014-15 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	23,756	23,756	24,530	25,266	26,024	26,805
<b>Total Operating Costs</b>	<b>\$23,756</b>	<b>\$23,756</b>	<b>\$24,530</b>	<b>\$25,266</b>	<b>\$26,024</b>	<b>\$26,805</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Animal Control**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-008**

**DESCRIPTION / JUSTIFICATION:**

Animal Control is a 2,924 sq ft facility. FY 2016 projects include painting.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Painting	5,000	0	5,000		5,000	
Acoustical paneling	9,000					
Needs Assesment	20,000					
<b>Total Cost</b>	<b>\$34,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	34,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$34,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs	2,193	2,193	2,259	2,327	2,397	2,469
<b>Total Operating Costs</b>	<b>\$2,193</b>	<b>\$2,193</b>	<b>\$2,259</b>	<b>\$2,327</b>	<b>\$2,397</b>	<b>\$2,469</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Park Facilities**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-009**

**DESCRIPTION / JUSTIFICATION:**

Facilities at City parks total 38281 sq. ft. They include: the Mitchell House (1,800 sq. ft.), Dove Pool (4,300 sq. ft.), Pleasant Glade Pool (3,912 sq. ft.), Oak Grove Complex (10,335 sq. ft.), pavilions (14,110 sq. ft.), gazebos (1,517 sq. ft.), and restrooms (2,307 sq. ft.). FY 2016 project is painting and upgrade restroom fixtures.

**FINANCIAL INFORMATION**

Project Expenses	2016	Planned				
	Proposed	2017	2018	2019	2020	2021
Painting	20,000	10,000	10,000	10,000	10,000	10,000
Unforeseen repairs	15,000	5,000	5,000	5,000	5,000	5,000
restroom fixture upgrades	15,000	10,000				
Casework	15,000					
<b>Total Cost</b>	<b>\$65,000</b>	<b>\$25,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	65,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$65,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 will reflect a sq. ft. increase at the new Meadowmere soccer restroom. The cost/sq ft. is \$0.75. The increase was from 37,881 to 38,281

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	28,710	28,710	28,710	28,710	28,710	28,710
<b>Total Operating Costs</b>	<b>\$28,710</b>	<b>\$28,710</b>	<b>\$28,710</b>	<b>\$28,710</b>	<b>\$28,710</b>	<b>\$28,710</b>



**Permanent Capital / Street Maintenance Program**

Project Name:

**Police Community Outreach Center**

Project Group:

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

Project Account Number:

**174-74004-118-010**

**DESCRIPTION / JUSTIFICATION:**

The Community Outreach Center is a 2,880 sq ft facility. FY 2016 projects include: carpet.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Carpet	10,000					
<b>Total Cost</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	10,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$10,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	2,160	2,160	2,225	2,225	2,361	2,361
<b>Total Operating Costs</b>	<b>\$2,160</b>	<b>\$2,160</b>	<b>\$2,225</b>	<b>\$2,225</b>	<b>\$2,361</b>	<b>\$2,361</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Police Substation Repairs & Maintenance**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-011**

**DESCRIPTION / JUSTIFICATION:**

The Police Sub-Station is a 2,400 sq ft facility, located within the Grapevine Mills Mall. FY 2016 projects include: painting and carpeting.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Painting	5,000	5,000				
Carpet	10,000	5,000				
<b>Total Cost</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	15,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$15,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	1,800	1,800	1,859	1,859	1,859	1,859
<b>Total Operating Costs</b>	<b>\$1,800</b>	<b>\$1,800</b>	<b>\$1,859</b>	<b>\$1,859</b>	<b>\$1,859</b>	<b>\$1,859</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

*Project Group:*

**Roof Program**

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-012**

**DESCRIPTION / JUSTIFICATION:**

In an effort to preserve capital investments and reduce maintenance expenses, a comprehensive roof program will be utilized. The program will include an evaluation of approximately 400,000 sq. ft. of roofing systems on City facilities. The evaluation will determine current conditions, prioritize areas in need of repair, and will be an effective tool to forecast future capital needs.

**FINANCIAL INFORMATION**

Project Expenses	2016	Planned				
	Proposed	2017	2018	2019	2020	2021
Annual Maintenance/Inspection	27,000	27,000	27,000	27,000	27,000	27,000
Roof Repairs	10,000	10,000	10,000	10,000	10,000	10,000
Fire station 5		35,000				
<b>Total Cost</b>	<b>\$37,000</b>	<b>\$72,000</b>	<b>\$37,000</b>	<b>\$37,000</b>	<b>\$37,000</b>	<b>\$37,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	37,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$37,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There is no impact on the operational budget.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

*Project Group:*

**Emergency Fund**

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-013**

**DESCRIPTION / JUSTIFICATION:**

The emergency fund will be utilized for unforeseen repairs and emergency equipment replacements.

**FINANCIAL INFORMATION**

Project Expenses	2016	Planned				
	Proposed	2017	2018	2019	2020	2021
Emergency Fund	10,000	10,000	10,000	10,000	10,000	10,000
<b>Total Cost</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	10,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$10,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There is no impact on the operational budget.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Water Tower Records Storage Center**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-015**

**DESCRIPTION / JUSTIFICATION:**

The Water Tower Records Storage Center is a 6,600 sq ft facility. FY 2016 projects include HVAC replacement.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
HVAC replacement	15,000					
<b>Total Cost</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	15,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$15,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-16 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs	4,950	4,950	4,950	4,950	4,950	4,950
<b>Total Operating Costs</b>	<b>\$4,950</b>	<b>\$4,950</b>	<b>\$4,950</b>	<b>\$4,950</b>	<b>\$4,950</b>	<b>\$4,950</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Indoor Air Quality Testing**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-016**

**DESCRIPTION / JUSTIFICATION:**

This project will ensure indoor air quality throughout City Facilities, through a comprehensive sampling/testing/evaluation program.

**FINANCIAL INFORMATION**

Project Expenses	2016	Planned				
	Proposed	2017	2018	2019	2020	2021
IAQ Building Test	7,000	5,000	5,000	5,000	5,000	5,000
<b>Total Cost</b>	<b>\$7,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	7,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$7,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There is no impact on the operational budget.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Service Center Storage Area**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-018**

**DESCRIPTION / JUSTIFICATION:**

The Facility Services Operations/Storage Area is a 24,120 sq ft facility. FY 2016 projects include: add additional electrical to utilities, parks, and streets bays.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Add additional electrical in bays	15,000					
<b>Total Cost</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	15,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$15,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

FY 2015-2016 The cost/sq ft. is \$0.75.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs	18,090	18,090	18,090	18,090	18,090	18,090
<b>Total Operating Costs</b>	<b>\$18,090</b>	<b>\$18,090</b>	<b>\$18,090</b>	<b>\$18,090</b>	<b>\$18,090</b>	<b>\$18,090</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Electrical Maintenance & Repair**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-020**

**DESCRIPTION / JUSTIFICATION:**

Electrical maintenance and repair on main distribution panels to infrared panels to find problems before major shut down and down time occurs. This would include Police, Fire, I.T., Library, REC, City Hall, Dove Waterpark and Service Center.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Infrared Testing and Repair	10,000	10,000	10,000			
<b>Total Cost</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	10,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$10,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There is no impact on Operational Budget.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Energy Efficiency Upgrades**

*Project Group:*

**Facilities Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74004-118-024**

**DESCRIPTION / JUSTIFICATION:**

Help reduce utility cost through the city with lighting upgrades, energy management controls and other efficiency upgrades.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
upgrades	10,000					
<b>Total Cost</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	10,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$10,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**FY 2015-16 PROPOSED OPERATING BUDGET  
CAPITAL / STREET MAINTENANCE PROGRAM  
PARKS MAINTENANCE PROJECTS**

<b><u>PARKS MAINTENANCE PROJECTS:</u></b>	<b><u>FY 2015-16 PROPOSED</u></b>
174-74015-312-051      Irrigation Systems	85,000
174-74015-312-052      Landscaping	130,000
174-74015-312-053      Electrical Replacement/Repair	10,000
174-74015-312-055      Athletic Field Maintenance	20,000
174-74015-312-056      Trail Maintenance	80,000
174-74015-312-057      Fence Replacement	30,000
174-74015-312-059      Water Drinking Fountains	30,000
174-74015-312-060      Park Signage Replacement	45,000
174-74015-312-061      Trash Receptacle Replacement	90,000
174-74015-312-063      Park Maintenance Projects	30,000
174-74015-312-065      Playground Surfacing Replacement	30,000
174-74015-312-066      Small Park Amenities Replacement	20,000
174-74015-312-067      Playground Accessibility Improvements	180,000
174-74015-312-068      Special Event Equipment Replacement	10,000
174-74015-312-069      The REC Equipment Repair/Replacement	80,000
174-74015-312-070      Aquatics Repairs and Replacements	85,000
174-74015-312-075      Holiday Decorations Upgrade & Replacement	20,000
174-74015-312-077      Park Facility Upgrade/Improvements	50,000
174-74015-312-079      Oak Grove Ballfield Complex	50,000
174-74015-312-082      Botanical Gardens	20,000
<b>TOTAL PARKS MAINTENANCE PROJECTS</b>	<b>\$1,095,000</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Irrigation Systems**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-051**

**DESCRIPTION / JUSTIFICATION:**

Upgrade of aging irrigation systems and implementation of centralized irrigation system.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	85,000					
<b>Total Cost</b>	<b>\$85,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	85,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$85,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Landscaping**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-052**

**DESCRIPTION / JUSTIFICATION:**

Upgrade aging landscapes throughout the City.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	130,000					
<b>Total Cost</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	130,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$130,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Electrical Replacement/Repair**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-053**

**DESCRIPTION / JUSTIFICATION:**

Replace athletic field lamps and electrical features and panels in parks.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	10,000					
<b>Total Cost</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	10,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$10,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Athletic Field Maintenance**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-055**

**DESCRIPTION / JUSTIFICATION:**

Replace athletic inflied mix as needed and replace/repair turfgrass as needed.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	20,000					
<b>Total Cost</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	20,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$20,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Trail Maintenance**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-056**

**DESCRIPTION / JUSTIFICATION:**

Addresses the upgrade and replacement of concrete trails, bridges, railings, joints, trail amenities, and landscape/irrigation on trails.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	80,000					
<b>Total Cost</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	80,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$80,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Fence Replacement**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-057**

**DESCRIPTION / JUSTIFICATION:**  
Addresses the annual replacement of fences throughout the park system.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	30,000					
<b>Total Cost</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	30,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$30,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Water Drinking Fountains**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-059**

**DESCRIPTION / JUSTIFICATION:**

Addresses the systematic replacement of drinking fountains in the parks and on trails.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	30,000					
<b>Total Cost</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	30,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$30,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Park Signage Replacement**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-060**

**DESCRIPTION / JUSTIFICATION:**  
Addresses the replacement of aging park signage.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	45,000					
<b>Total Cost</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	45,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$45,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Trash Receptacle Replacement**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-061**

**DESCRIPTION / JUSTIFICATION:**

Addresses the replacement of trash & recycling containers.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	90,000					
<b>Total Cost</b>	<b>\$90,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	90,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$90,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Park Maintenance Projects**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-063**

**DESCRIPTION / JUSTIFICATION:**

Replacement of aging park features and amenities.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	30,000					
<b>Total Cost</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	30,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$30,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Playground Surfacing Replacement**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-065**

**DESCRIPTION / JUSTIFICATION:**

Replacement of safety surfacing at various parks & playgrounds.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	30,000					
<b>Total Cost</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	30,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$30,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Small Park Amenities Replacement**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-066**

**DESCRIPTION / JUSTIFICATION:**  
 Replacement of tables, benches, small park amenities and bike racks.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	20,000					
<b>Total Cost</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	20,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$20,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Playground Accessibility Improvements**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-067**

**DESCRIPTION / JUSTIFICATION:**

This project will address safety surfacing, sidewalks, bench/picnic pads, and ADA compliant playground pieces. Sunshine Harbor and Parr 2-5 is projected this year.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	180,000					
<b>Total Cost</b>	<b>\$180,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	180,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$180,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Special Event Equipment Replacement**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-068**

**DESCRIPTION / JUSTIFICATION:**

Replacement of canopies, tables, and chairs used for special events, reservations, and community programs.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	10,000					
<b>Total Cost</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	10,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$10,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**The REC Equipment Repair/Replacement**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-069**

**DESCRIPTION / JUSTIFICATION:**

Repair/replacement of gymnasium, gameroom, and exercise equipment as well as furniture in The REC.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	80,000					
<b>Total Cost</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	80,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$80,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Aquatics Repairs and Replacements**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-070**

**DESCRIPTION / JUSTIFICATION:**

Replacement of pool furniture, amenities, pumps, filters and other equipment.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	85,000					
<b>Total Cost</b>	<b>\$85,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	85,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$85,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Holiday Decorations Upgrade & Replacement**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-075**

**DESCRIPTION / JUSTIFICATION:**

Addresses the repair of existing Christmas decorations.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	20,000					
<b>Total Cost</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	20,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$20,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Park Facility Upgrade/Improvements**

*Project Group:*

**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-74015-312-077**

**DESCRIPTION / JUSTIFICATION:**

This addresses aging structures, pavilions, and kiosk in parks.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	50,000					
<b>Total Cost</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	50,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$50,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Oak Grove Ballfield Complex**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-079**

**DESCRIPTION / JUSTIFICATION:**  
Replacement and maintenance of amenities at Oak Grove Ballfield Complex.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	50,000					
<b>Total Cost</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	50,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$50,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*  
**Botanical Gardens**

*Project Group:*  
**Parks Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*  
**174-74015-312-082**

**DESCRIPTION / JUSTIFICATION:**  
Replacement and maintenance of amenities at the Botanical Garden.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
	20,000					
<b>Total Cost</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	20,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$20,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

There are no operational cost.

Annual Operating Costs	2016	2017	2018	2019	2020	2021
<b>Additional Personnel (FTEs)</b>						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**FY 2015-16 PROPOSED OPERATING BUDGET  
CAPITAL / STREET MAINTENANCE PROGRAM  
STREET AND SIGNAL MAINTENANCE PROJECTS**

		<b>FY 2015-16</b>
<b><u>STREET &amp; SIGNAL MAINTENANCE PROJECTS:</u></b>		<b><u>PROPOSED</u></b>
174-43301-090	Annual Street Maintenance & Overlay Program	1,255,000
174-43301-093	Traffic Signal, Signing & Striping Maintenance	429,000
<b>TOTAL STREET &amp; SIGNAL MAINTENANCE PROJECTS:</b>		<b>\$1,684,000</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

**Annual Street Maintenance Program**

*Project Group:*

**Street Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-43301-415-090**

**DESCRIPTION / JUSTIFICATION:**

Street Maintenance to include: Overlay and Underseal ( 5.68 miles ), Wedge Mill ( 1.6 miles ), Full Depth Mill ( 4.0 miles ) and rehab damaged concrete failures where required. Cut out and repair prior to overlay, daily maintenance, pothole repair and crack seal program. Daily maintenance to be performed as needed on all city streets, including sanding roads, bridges and other emergencies as necessary. Repair and maintenance of all City Buildings driveways, parking lots, sidewalks, curb and gutter, decks / patios. Daily maintenance to be performed as needed on all Parks Department / Lake Park roads, parking lots and boat ramps. The repair of ( 1 mile of 5 foot ) sidewalk adjacent to major city thoroughfares at a cost of \$132,000 and the reconstruction of the Baptist Parking Lot at Jenkins and Wall for a cost of \$300,000

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Overlay	450,000	450,000	450,000	450,000	450,000	465,000
Milling	150,000	150,000	150,000	150,000	150,000	150,000
Concrete Rehab	250,000	270,000	270,000	280,000	280,000	280,000
Patching / Sealing	250,000	250,000	250,000	250,000	250,000	250,000
Reconstruction	100,000	110,000	120,000	120,000	130,000	175,000
Public Facilities Paving / Walks	55,000	55,000	55,000	60,000	60,000	60,000
Thoroughfare Walk Repair						
Jenkins/Wall Parking Lot						
<b>Total Cost</b>	<b>\$1,255,000</b>	<b>\$1,285,000</b>	<b>\$1,295,000</b>	<b>\$1,310,000</b>	<b>\$1,320,000</b>	<b>\$1,380,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	1,255,000	100.00%
Prior Year Carryover		
<b>Total Project Budget</b>	<b>\$1,255,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

Annual Operating Costs	2016	2017	2018	2019	2020	2021
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Permanent Capital / Street Maintenance Program**

*Project Name:*

*Project Group:*

**Annual Traffic Signal, Striping and Signing Maintenance**

**Traffic Maintenance Projects**

**PROJECT INFORMATION**

*Project Account Number:*

**174-43301-415-093**

**DESCRIPTION / JUSTIFICATION:**

Maintenance, repair and replacement of traffic signals, school zone flashers, street signs, striping and pavement markings. Increases for FY16 include \$13,000 for signal rehab increased scope.

**FINANCIAL INFORMATION**

Project Expenses	2016 Proposed	Planned				
		2017	2018	2019	2020	2021
Signals and signs	223,000	223,000	223,000	223,000	223,000	223,000
Striping & markings	80,000	80,000	80,000	80,000	80,000	80,000
Signal Rehab Increased Scope	81,000	110,000	139,000	168,000	168,000	168,000
Striping Recovery Efforts	45,000	45,000	45,000	45,000	45,000	45,000
<b>Total Cost</b>	<b>\$429,000</b>	<b>\$458,000</b>	<b>\$487,000</b>	<b>\$516,000</b>	<b>\$516,000</b>	<b>\$516,000</b>

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	429,000	100.00%
Prior Year Carryover	0	
<b>Total Project Budget</b>	<b>\$429,000</b>	<b>100.00%</b>

**OPERATING IMPACT**

Annual Operating Costs	2015	2016	2017	2018	2019	2020
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
<b>Total Operating Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CONVENTION AND VISITORS BUREAU FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	5,424,087	4,706,140	2,430,230	2,430,230	4,980,228
<b>OPERATING REVENUE:</b>					
Occupancy Taxes	12,772,217	14,025,119	11,141,548	12,805,700	12,242,880
Facility Rental Income	679,306	677,073	829,000	785,000	829,000
Interest Income	10,340	10,899	5,200	5,570	10,000
Sales & Merchandise	349,708	311,805	545,200	523,474	542,026
Train Operations	1,658,218	1,661,229	1,765,000	1,950,000	1,691,750
Festivals & New Vintage	3,006,894	3,466,443	3,375,000	3,250,000	3,300,000
Visitor Shuttle System	126,629	145,906	162,000	159,000	153,000
Miscellaneous Income	315,332	298,618	329,158	223,736	349,892
<b>Total Operating Revenue</b>	<b>18,918,644</b>	<b>20,597,091</b>	<b>18,152,106</b>	<b>19,702,480</b>	<b>19,118,548</b>
<b>TRANSFERS IN:</b>					
Transfer from 4B Economic Devl. Fund	298,819	365,179	344,809	344,809	372,500
Transfer from General Fund	15,041	28,014	0	0	0
<b>Total Transfers In</b>	<b>313,861</b>	<b>393,193</b>	<b>344,809</b>	<b>344,809</b>	<b>372,500</b>
<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>19,232,505</b>	<b>20,990,284</b>	<b>18,496,915</b>	<b>20,047,289</b>	<b>19,491,048</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	4,630,206	5,224,021	5,652,684	5,157,187	5,859,517
Supplies	3,032,949	2,689,072	949,750	835,758	1,013,674
Maintenance	204,898	217,064	225,600	179,155	220,600
Services	3,491,886	3,271,013	4,544,184	4,178,070	4,843,658
Festival & Train Operations	3,897,417	3,978,254	4,149,800	4,140,000	4,475,100
Capital Outlay	8,976	37,400	40,000	52,340	79,000
<b>Total Operating Expenditures</b>	<b>15,266,332</b>	<b>15,416,824</b>	<b>15,562,018</b>	<b>14,542,510</b>	<b>16,491,549</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	966,247	1,147,952	961,043	993,831	963,012
Transfer to GTRP Fund	40,000	30,000	25,000	25,000	25,000
Trans. To 4B Fund	244,460	0	0	0	0
Trans. to Debt Service Fund	2,085,317	2,038,900	1,935,950	1,935,950	1,081,644
Transfer to Capital Projects Fund	828,029	999,132	0	0	400,000
Transfer to Permanent Capital Maint.	70,068	34,194	0	0	208,000
Transfer to Capital Equip Acquisition Fund	450,000	0	0	0	0
<b>Total Transfers Out</b>	<b>4,684,120</b>	<b>4,250,178</b>	<b>2,921,993</b>	<b>2,954,781</b>	<b>2,677,656</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>19,950,452</b>	<b>19,667,002</b>	<b>18,484,011</b>	<b>17,497,291</b>	<b>19,169,205</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>(717,947)</b>	<b>1,323,282</b>	<b>12,904</b>	<b>2,549,998</b>	<b>321,843</b>
<b>ENDING FUND BALANCE:</b>	<b>4,706,140</b>	<b>6,029,422</b>	<b>2,443,134</b>	<b>4,980,228</b>	<b>5,302,071</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>2,509,534</b>	<b>2,534,272</b>	<b>2,558,140</b>	<b>2,390,550</b>	<b>2,710,940</b>

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2015-16 projected Ending Fund Balance represents **117** days of operation.

**FY 2015-16 PROPOSED OPERATING BUDGET  
REVENUE DETAIL  
CONVENTION & VISITORS BUREAU FUND**

<u>Line Item Description</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
Occupancy Taxes	8,557,329	9,593,593	8,031,148	9,600,000	8,976,960	-6.43%	11.78%
Occupancy Taxes - Gaylord	4,211,818	4,430,306	3,110,400	3,200,000	3,265,920	-26.28%	5.00%
Convention Center Rental	346,424	350,238	499,400	475,000	499,400	42.59%	0.00%
Concourse Food & Beverage	37,496	45,146	49,000	45,000	49,245	9.08%	0.50%
Concourse Rental	54,628	59,103	70,900	60,000	70,900	19.96%	0.00%
Convention Ctr Food & Beverage	183,547	143,705	211,000	195,000	212,055	47.56%	0.50%
Catering % of Sales	34,493	39,619	43,000	40,000	43,000	8.53%	0.00%
Interest Income	12,785	11,473	5,200	6,300	10,000	-12.84%	92.31%
Resale of Labor/Material/Service	68,770	62,764	80,000	63,000	75,000	19.50%	-6.25%
Miscellaneous Income	55,126	57,954	45,000	45,000	50,000	-13.73%	11.11%
Misc. Income - Shuttle	4,526	2,717	14,000	14,000	5,000	84.05%	-64.29%
Train Revenues	1,658,218	1,661,229	1,765,000	1,950,000	1,691,750	1.84%	-4.15%
Sister City Revenue	49,946	29,990	25,000	17,164	25,000	-16.64%	0.00%
Consignment Ticket Revenues	16,455	7,359	10,000	5,000	5,000	-32.05%	-50.00%
Wine Pouring Society Revenue	11,010	7,780	20,000	8,572	20,000	157.07%	0.00%
Festivals Income	2,949,617	3,413,204	3,375,000	3,250,000	3,300,000	-3.32%	-2.22%
Sub Lease Rental Income	99,612	110,243	159,158	90,000	179,892	63.18%	13.03%
Palace Rental	234,480	230,319	258,700	250,000	258,700	12.32%	0.00%
Palace Food & Beverage Sales	77,716	75,976	105,200	97,000	105,726	39.16%	0.50%
Palace - Concert/Ticket Sales	43,774	37,414	55,000	77,044	55,000	47.00%	0.00%
CCOT	57,276	53,239	72,000	64,430	72,000	35.24%	0.00%
Shuttle Fare Revenue	126,629	145,906	148,000	145,000	148,000	1.44%	0.00%
Operating Trfr In from 4B Fund	298,819	365,179	344,809	344,809	372,500	2.00%	8.03%
<b>Total Revenue</b>	<b>19,232,505</b>	<b>20,990,284</b>	<b>18,496,915</b>	<b>20,047,289</b>	<b>19,491,048</b>	<b>-7.14%</b>	<b>5.37%</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY  
 BY DIVISION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Administration	11,470,017	11,554,850	10,851,906	10,253,028	11,079,165
Heritage Programs & Preservation	212,240	261,437	0	0	0
Facilities	1,299,384	1,248,582	1,536,674	1,383,456	1,602,937
Grapevine Vintage Railroad	1,650,492	1,623,380	1,683,837	1,580,346	1,946,633
Festivals & New Vintage	3,293,456	3,561,041	3,687,076	3,675,338	3,743,095
Tourism Incentives	812,364	839,542	0	0	0
Sister Cities	36,204	12,461	28,300	20,000	22,300
Wine Pouring Society	4,184	2,159	6,600	2,000	5,600
Visitor Shuttle System	1,172,110	563,551	689,618	583,123	769,475
<b>Total</b>	<b>19,950,452</b>	<b>19,667,002</b>	<b>18,484,011</b>	<b>17,497,291</b>	<b>19,169,205</b>

<b>CONVENTION &amp; VISITORS BUREAU-ADMIN</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
CVB Executive Director	1	1	1	1	1
Asst. Executive CVB Director	1	1	1	1	1
Managing Director of Sales	1	1	1	1	1
Communications Manager	1	1	1	1	1
Communications Coordinator	0	1	1	1	1
Director of Marketing	1	1	1	1	1
Digital Marketing Manager	1	1	1	1	1
Advertising & Creative Manager	1	1	1	1	1
Director of Destination Services	1	1	1	1	1
Convention Service Assistant	1	1	1	1	1
Director of Convention Sales	1	1	1	1	1
Sales Manager II	2	2	2	2	2
Sales Manager I	2	3	3	3	3
Online Ticket Manager	1	1	1	1	1
Director of Tourism Sales	1	1	1	1	1
International Sales Manager	0	1	1	1	1
Tourism Coordinator	1	0	0	0	0
Museum Coordinator	1	1	1	1	1
Assistant to CVB Executive Director	1	1	1	1	1
Accountant II	1	1	1	1	1
Accountant III	0	1	1	1	1
Director of Finance and Administration	1	1	1	1	1
Visitor & Cultural Services Manager	0	0	1	1	1
Depot Visitor Services Supervisor	1	1	0	0	0
Marketing Research Manager	1	1	1	1	1
Sales Associate	2	2	1	1	1
Adm. Secretary	0	0	1	1	1
Secretary	2	2	2	2	2
Web Master	0	0	0	0	0
Facility Worker	0	0	0	0	0
Sponsorship Sales Manager	1	1	1	1	1
Nash Farm Manager	0	0	1	1	1
Historic Preservation Manager	0	0	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>28.00</b>	<b>31.00</b>	<b>33.00</b>	<b>33.00</b>	<b>33.00</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY  
 BY DIVISION

<u>PART-TIME POSITIONS</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Budget & Membership Assistant	0.47	0.47	0.47	0.47	0.47
Registration Assistant/Project Assistant	3.23	3.73	3.73	3.73	3.73
Secretary	0.80	0.80	0.80	0.80	0.80
Information Specialist	1.05	1.05	1.05	1.05	1.05
Intern	0.80	0.80	0.80	0.80	0.80
Maintenance Tech / Interpreters	0.00	0.00	0.51	0.51	0.51
Volunteer Program Administrator	0.25	0.25	0.25	0.25	0.25
<b>TOTAL PART-TIME POSITIONS</b>	<b>6.60</b>	<b>7.10</b>	<b>7.61</b>	<b>7.61</b>	<b>7.61</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>34.60</b>	<b>38.10</b>	<b>40.61</b>	<b>40.61</b>	<b>40.61</b>
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**HERITAGE PROGRAMS & PRESERVATION**

Nash Farm Manager	1	1	0	0	0
Historic Preservation Manager	1	1	0	0	0
<b>DIVISION TOTAL POSITIONS</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CONVENTION & VISITOR BUREAU - FESTIVALS**

Director of Festivals & Events	1	1	1	1	1
Festivals & Events Manager II	2	2	2	2	2
Festivals & Events Manager I	1	1	1	1	1
Festivals & Events Assistant	1	1	1	1	1
<b>TOTAL FULL TIME POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**PART-TIME POSITIONS**

Accounting Assistant	0.24	0.24	0.24	0.24	0.24
<b>TOTAL PART TIME POSITIONS</b>	<b>0.24</b>	<b>0.24</b>	<b>0.24</b>	<b>0.24</b>	<b>0.24</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>5.24</b>	<b>5.24</b>	<b>5.24</b>	<b>5.24</b>	<b>5.24</b>
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**CONVENTION & VISITORS BUREAU-FACILITIES**

Director of Facilities	1	1	1	1	1
Convention Center Supervisor	1	1	1	1	1
Manager of Meeting & Events Facilities	1	1	1	1	1
Events Coordinator	4	4	4	4	4
Secretary	1	1	1	1	1
Food & Beverage Coordinator	1	1	1	1	1
Set-Up Worker	3	3	3	3	3
Facility Worker	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

**PART-TIME POSITIONS**

Event Assistant	1.081	1.081	1.081	1.081	1.081
<b>TOTAL PART-TIME POSITIONS</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>14.08</b>	<b>14.08</b>	<b>14.08</b>	<b>14.08</b>	<b>14.08</b>
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FY 2015-16 PROPOSED OPERATING BUDGET  
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY  
 BY DIVISION

<b><u>GRAPEVINE VINTAGE RAILROAD</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
General Manager	1	1	1	1	1
Train Master	1	1	1	1	1
Train Service Personnel III	1	1	1	1	1
Train Service Personnel II	1	1	1	1	1
Train Supervisor	1	1	1	1	1
Roundhouse Mechanic II	1	1	1	1	1
Railroad Management Trainee	0	0	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b><u>PART-TIME POSITIONS</u></b>					
Accounting Assistant	0.24	0.24	0.24	0.24	0.24
Train Service Personnel III	0.92	0.92	0.92	0.92	0.92
Train Service Personnel II	1.32	1.32	1.32	1.32	1.32
Train Service Personnel I	0.32	0.32	0.32	0.32	0.32
Lead Train Attendants	0.95	0.95	0.95	0.95	0.95
Train Attendants	2.78	2.78	2.78	2.78	2.78
Hostler	0.46	0.46	0.46	0.46	0.46
<b>TOTAL PART-TIME POSITIONS</b>	<b>6.99</b>	<b>6.99</b>	<b>6.99</b>	<b>6.99</b>	<b>6.99</b>
<b>DIVISION TOTAL POSITIONS</b>	<b>12.99</b>	<b>12.99</b>	<b>13.99</b>	<b>13.99</b>	<b>13.99</b>
<b><u>VISITOR SHUTTLE SYSTEM</u></b>					
Lead Shuttle Driver	1	1	1	1	1
Shuttle Drivers	5	5	5	5	5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b><u>PART-TIME POSITIONS</u></b>					
Shuttle Drivers	1.95	1.95	1.95	1.95	1.95
<b>TOTAL PART-TIME POSITIONS</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>
<b>DIVISION TOTAL POSITIONS</b>	<b>7.95</b>	<b>7.95</b>	<b>7.95</b>	<b>7.95</b>	<b>7.95</b>
<b>TOTAL CONVENTION &amp; VISITORS FUND</b>	<b>76.86</b>	<b>80.36</b>	<b>81.87</b>	<b>81.87</b>	<b>81.87</b>

**Convention & Visitors - Sales, Promotions & Administration  
115-350-01**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	2,427,138	2,825,162	3,295,235	2,995,119	3,447,537
Supplies	2,614,760	2,303,697	578,650	542,472	637,514
Maintenance	122,104	126,293	130,800	105,033	113,200
Services	2,216,354	2,049,520	3,925,228	3,655,623	4,203,258
Transfers	4,089,660	4,250,178	2,921,993	2,954,781	2,677,656
<b>Total</b>	<b>11,470,017</b>	<b>11,554,850</b>	<b>10,851,906</b>	<b>10,253,028</b>	<b>11,079,165</b>

**Objectives**

- Secure corporate and association group bookings for the hotels.
- Increase weekend, summer and holiday group bookings for the hotels.
- Promote transient leisure bookings highlighting Grapevine's heritage, the historic district, wineries, tasting rooms, dining and shopping as a primary theme.
- Expand public media contacts to increase awareness of City hotels, attractions, restaurants and retailers.
- Promote Grapevine hotels, attractions, events, wineries, restaurants, and galleries as a unique selling feature to visitors.
- Service the needs of convention groups, tourism groups, and the individual traveler.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Potential economic impact of sales leads generated	\$236 M	\$317 M	\$280 M	\$280 M	\$294 M
Potential economic impact of booked leads	\$52 M	\$86 M	\$80 M	\$80 M	\$84 M
Number of convention & tourism site visits	91	136	160	160	160
Number of travel writers hosted per year	20	22	35	35	38
Media releases distributed per week	5	5	6	6	3
Value of publicity generated	\$4.74 M	\$11.13 M	\$11 M	\$11 M	\$11 M
Web site traffic (sessions)	1,333,046	1,699,304	1,750,000	1,750,000	1,950,000
Number of brochures distributed	48,692	80,762	1,200,000	1,200,000	1,200,000
Number of groups serviced	184	191	170	170	175
Certificate of Appropriateness (CA) applications	98	83	90	90	85
Number of properties researched & added to the Cultural Resource Survey	41	27	40	40	35
Number of grants awarded	4	8	6	6	5
Assisted historic housing projects	791	49	60	60	50
Main Street merchants assisted	81	31	35	35	40
Heritage Experience school tours	47	5	20	20	25
Nash Farm Interpretive Tours	NA	45	20	20	25
Nash Farm Heritage Workshops / Special Events	NA	34	35	35	35
Nash Farm Rentals	NA	7	7	7	7
Nash Farm Attendance	NA	18,170	10,000	10,000	10,000
HPC - Number of Landmark Cases	NA	7	9	9	6

**Convention & Visitors - Sales, Promotions & Administration  
115-350-1**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
41100 Salaries-Full Time	1,692,019	1,990,970	2,476,000	2,075,000	2,541,131	27.63%	2.63%
41107 Salaries-Overtime	609	1,012	1,500	200	1,500	48.23%	NA
41180 P/T and Hourly	326,635	323,685	198,789	326,700	203,657	-37.08%	2.45%
41190 Wages - Contract Labor	709	31,364	45,500	59,952	113,000	260.28%	148.35%
41108 Salaries-Interdepartmental	6,989	4,992	0	2,298	0	-100.00%	0.00%
41223 ICMA-RC	5,006	5,019	5,000	4,863	5,000	-0.38%	NA
41224 PARS Benefits	3,752	3,746	2,584	3,567	2,648	-29.32%	2.48%
41236 TMRS Benefits	327,362	394,638	482,467	450,000	491,914	24.65%	1.96%
41247 Medicare	29,788	34,153	39,487	34,260	40,448	18.43%	2.43%
41260 Unemployment Comp. Ins	2,982	825	2,000	500	10,000	1112.36%	400.00%
41271 Salaries-Longevity	9,099	9,300	10,032	10,300	9,456	1.68%	-5.74%
41273 Salaries-SLBB	22,189	25,459	31,876	27,479	28,783	13.06%	-9.70%
<b>Personnel Services Subtotal</b>	<b>2,427,138</b>	<b>2,825,162</b>	<b>3,295,235</b>	<b>2,995,119</b>	<b>3,447,537</b>	<b>22.03%</b>	<b>4.62%</b>
42200 Operating Supplies	2,472,318	2,174,287	362,700	400,000	489,550	-77.48%	34.97%
42205 Grounds Maintenance	0	0	7,000	0	7,000	NA	NA
42210 Computer Equip & Suppli	0	0	7,600	9,368	7,000	NA	-7.89%
42220 Clothing Supplies	2,830	2,700	5,700	2,025	4,500	66.66%	-21.05%
42261 Postage Charges	71,168	89,860	81,000	94,397	77,000	-14.31%	-4.94%
42281 Apparatus and Tools	57,752	21,066	94,650	25,000	40,464	92.09%	-57.25%
42285 Motor Vehicle Fuel	10,692	15,784	20,000	11,682	12,000	-23.97%	-40.00%
<b>Supplies Subtotal</b>	<b>2,614,760</b>	<b>2,303,697</b>	<b>578,650</b>	<b>542,472</b>	<b>637,514</b>	<b>-72.33%</b>	<b>10.17%</b>
43350 Buildings	118,894	123,374	124,300	103,262	106,700	-13.52%	-14.16%
43430 Motor Vehicle Maint.	1,060	1,039	2,000	1,300	2,000	92.45%	NA
43465 Misc. Equip. Maint.	2,150	1,879	4,500	471	4,500	139.45%	NA
<b>Maintenance Subtotal</b>	<b>122,104</b>	<b>126,293</b>	<b>130,800</b>	<b>105,033</b>	<b>113,200</b>	<b>-10.37%</b>	<b>-13.46%</b>
44500 IT Software License & Me	0	0	133,900	105,049	273,050	NA	103.92%
44505 Training, travel, dues	173,235	212,620	103,495	96,384	103,830	-51.17%	0.32%
44525 Utilities	228,262	182,100	232,934	200,000	267,444	46.87%	14.82%
44535 Financial Service Fees	0	0	14,304	17,000	13,921	NA	-2.68%
44540 Professional Services	577,930	439,343	451,580	425,000	403,240	-8.22%	-10.70%
44560 Marketing & Promotion	0	1,869	755,950	700,000	763,300	40748.11%	0.97%
44565 Advert, Publications, Subs	0	0	1,411,365	1,325,000	1,551,740	NA	9.95%
44573 Leases and Rentals	17,665	12,106	31,750	9,000	25,150	107.75%	-20.79%
44627 Ins., Fleet & IT	715,909	679,634	703,190	703,190	756,583	11.32%	7.59%
44686 Community Distrib.	503,354	521,848	86,760	75,000	45,000	-91.38%	-48.13%
<b>Services Subtotal</b>	<b>2,216,354</b>	<b>2,049,520</b>	<b>3,925,228</b>	<b>3,655,623</b>	<b>4,203,258</b>	<b>105.09%</b>	<b>7.08%</b>
54100 Admin. Fee-7.5%	966,247	1,147,952	961,043	993,831	963,012	-16.11%	0.20%
54112 Tsfer To GTRP	40,000	30,000	25,000	25,000	25,000	-16.67%	NA
54130 Tsfer to Debt Svc	2,085,317	2,038,900	1,935,950	1,935,950	1,081,644	-46.95%	-44.13%
54170 Tsfer to CIP Fund	828,029	999,132	0	0	400,000	-59.97%	NA
54174 Tsfer To PCMF	70,068	34,194	0	0	208,000	508.29%	NA
<b>Transfers Subtotal</b>	<b>4,089,660</b>	<b>4,250,178</b>	<b>2,921,993</b>	<b>2,954,781</b>	<b>2,677,656</b>	<b>-37.00%</b>	<b>-8.36%</b>
<b>DIVISION TOTAL</b>	<b>11,470,017</b>	<b>11,554,850</b>	<b>10,851,906</b>	<b>10,253,028</b>	<b>11,079,165</b>	<b>-4.12%</b>	<b>2.09%</b>
<b>Less Salaries, Fuel, Ins. &amp; Admin. Fee</b>	<b>7,350,031</b>	<b>6,886,318</b>	<b>5,872,438</b>	<b>5,549,206</b>	<b>5,900,033</b>	<b>-14.32%</b>	<b>0.47%</b>

**Convention & Visitors - Sales, Promotions & Administration**  
**115-350-1**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>489,550</b>
Includes all supplies (office, janitorial, kitchen, staff, etc.), sponsorships, Butterfly Flutterby expenses, stock house plans, volunteer supplies, etc.	
<b><u>42210</u></b> <b><u>Computer Equip &amp; Supplies</u></b>	<b>7,000</b>
\$5,000 for computer equipment and supplies. Includes \$2,000 for laptop and other computer related equipment.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>4,500</b>
Uniforms and staff shirts.	
<b><u>42261</u></b> <b><u>Postage Charges</u></b>	<b>77,000</b>
Postage and shipping charges for general mailing and literature distribution.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>40,464</b>
Includes phones, photo storage, display racks, color printer/copier/scanner and postage machine, gallery and exhibit display equipment, lcd projectors, museum display equipment and miscellaneous apparatus.	
<b><u>43350</u></b> <b><u>Building Maintenance</u></b>	<b>106,700</b>
Includes building maintenance for Wallis, Ice House, Heritage Center buildings, Settlement to City Museum, Public Restrooms, Station Master's House, Toon Property, Storage Building, Hudgins Street property, unmanned structures (i.e. windmills, Tower 16) and CVB Headquarters.	
<b><u>43430</u></b> <b><u>Motor Vehicle Maintenance</u></b>	<b>2,000</b>
Includes car washings, vehicle tags and misc. maintenance.	
<b><u>43465</u></b> <b><u>Misc. Equipment Maint.</u></b>	<b>4,500</b>
Includes copier maintenance agreements and miscellaneous repairs to equipment such as postage machine, trade show booth, fax machine, etc.	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>273,050</b>
Includes \$100,200 for Responsive Redesign of website; \$172,850 for software licensing, annual maintenance contracts, technical services, etc.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>103,830</b>
Includes memberships, staff training and misc. staff travel.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>267,444</b>
Includes electric, gas, water, phone charges.	

**Convention & Visitors - Sales, Promotions & Administration  
115-350-1**

<b><u>44535</u></b> <b><u>Financial Service Fees</u></b>	<b>13,921</b>
Audit fee \$13,921.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>403,240</b>
Includes all licensing, trademark fees, research services, brochure distribution service, photography services, security service, cleaning service, grounds maintenance, research studies, public relations contract work, entertainment for CCOT, SummerBlast fireworks and other miscellaneous services.	
<b><u>44560</u></b> <b><u>Marketing &amp; Promotion</u></b>	<b>763,300</b>
\$474,700 for marketing, brochures, sales missions, FAMs, Site visits, Trade shows, Consumer Shows, Industry conferences, etc. Includes \$288,600 for sales missions, trade shows, consumer shows, industry conferences, tec.	
<b><u>44565</u></b> <b><u>Advert, Publications, Subscript</u></b>	<b>1,551,740</b>
\$1,551,740 for advertising, subscriptions, etc.	
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b>	<b>25,150</b>
Includes storage of brochures, Butterfly Flutterby and Christmas Capital of Texas rental expenses, postage machine meter rental, miscellaneous meeting space rentals, etc.	
<b><u>44627</u></b> <b><u>Ins., Fleet &amp; IT Chgs</u></b>	<b>756,583</b>
Employee health/life/dental/vision and property and casualty coverage; fleet maintenance charges, information technology charges.	
<b><u>44686</u></b> <b><u>Community Distribution</u></b>	<b>45,000</b>
July 4th fireworks \$45,000.	
<b><u>54112</u></b> <b><u>Tsfer to GTRP</u></b>	<b>25,000</b>
Includes GTRP \$25,000.	
<b><u>54130</u></b> <b><u>Tsfer to Debt Svc</u></b>	<b>1,081,644</b>
Debt service for 206-210 W. Hudgins, CVB Headquarters, Toon property, Palace Bonds, and 118 W. Dallas Road.	
<b><u>54170</u></b> <b><u>Tsfer to CIP Fund</u></b>	<b>400,000</b>
Vineyard and Winery Museum - \$400,000.	
<b><u>54170</u></b> <b><u>Tsfer to PCMF</u></b>	<b>208,000</b>
HVAC unit for Wallis \$25,000; PAC carpet \$60,000; PAC door \$15,000; PAC acoustics \$6,000; Concourse roof \$30,000; Lancaster painting and signage replacement \$72,000.	

**Convention & Visitors - Facilities  
115-350-03**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	786,815	786,415	860,646	809,972	900,282
Supplies	173,191	164,767	214,800	196,025	201,800
Maintenance	82,614	89,858	93,300	73,000	103,900
Services	247,789	207,541	357,928	282,119	361,955
Capital Outlay	8,976	0	10,000	22,340	35,000
<b>Total</b>	<b>1,299,384</b>	<b>1,248,582</b>	<b>1,536,674</b>	<b>1,383,456</b>	<b>1,602,937</b>

**Objectives**

- Increase revenues at all rental facilities (Convention Center, Palace Arts Center, Concourse, Nash Farm, and Heritage Center)
- Increase number of new and repeat clients.
- Direct overflow event referrals to other local meeting facilities including Beach Club, Austin Ranch, the Ranch of the Lonesome Dove, and Grapevine hotels.
- Development and implementation of the building maintenance program for all CVB facilities.
- Development and implementation of a facilities marketing program.
- Program and promote entertainment, performing arts, and movies at Palace Arts Center.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Convention Center events held	320	388	380	380	359
Convention Center building usage (days)	284	286	300	300	287
Palace Arts Center number of events held.	320	358	375	375	356
Palace Arts Center building usage (days)	238	246	260	260	245
Concourse number of events held	108	134	135	135	120
Concourse building usage (days)	127	129	135	135	127
All facilities number of repeat bookings	325	269	375	375	299
All facilities number of new client bookings	171	191	180	180	202
Number of leads referred to other facilities	352	105	200	200	190
All facilities economic impact	\$5,560,092	\$7,043,688	\$6,100,000	\$6,100,000	\$6,400,000
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	NA	139	120	120	128
Maintenance repairs & service calls	NA	1,037	1,000	1,000	1,003

**Convention & Visitors - Facilities**  
**115-350-3**

<u>Expenditure Detail</u>	2012-13	2013-14	2014-15	2014-15	2015-16	Change from	Change from
	Actual	Actual	Budget	Estimate	Proposed	FY14 Actual	FY15 Budget
41100 Salaries-Full Time	578,354	568,786	641,245	580,000	668,047	17.45%	4.18%
41107 Salaries-Overtime	23,760	26,814	9,657	30,000	9,657	-63.99%	0.00%
41180 Salaries-Pt. and Hourly	42,249	42,868	31,503	30,624	32,134	-25.04%	2.00%
41190 Wages - Contract Labor	4,519	7,894	21,000	20,000	28,000	254.71%	33.33%
41224 PARS Benefits	549	557	410	503	418	-24.99%	1.95%
41236 TMRS Benefits	114,006	115,452	128,187	122,700	132,739	14.97%	3.55%
41247 Medicare	9,345	9,267	10,162	9,500	10,564	14.00%	3.96%
41271 Salaries-Longevity	4,816	5,328	6,240	6,192	6,720	26.13%	7.69%
41273 Salaries-SLBB	9,216	9,450	12,242	10,453	12,003	27.02%	-1.95%
<b>Personnel Services Subtotal</b>	<b>786,815</b>	<b>786,415</b>	<b>860,646</b>	<b>809,972</b>	<b>900,282</b>	<b>14.48%</b>	<b>4.61%</b>
42200 Operating Supplies	157,946	144,871	138,800	150,000	148,800	2.71%	7.20%
42205 Grounds Maintenance	104	3,804	4,000	4,000	0	-100.00%	-100.00%
42220 Clothing Supplies	483	1,816	2,000	2,000	2,000	10.15%	0.00%
42281 Apparatus and Tools	14,657	14,276	70,000	40,000	51,000	257.24%	-27.14%
<b>Supplies Subtotal</b>	<b>173,191</b>	<b>164,767</b>	<b>214,800</b>	<b>196,025</b>	<b>201,800</b>	<b>22.48%</b>	<b>-6.05%</b>
43350 Buildings	78,913	84,266	80,900	70,000	91,500	8.59%	13.10%
43430 Motor Vehicle Maint.	0	0	3,600	0	3,600	NA	0.00%
43465 Misc. Equipment Maint.	3,701	5,593	8,800	3,000	8,800	57.35%	0.00%
<b>Maintenance Subtotal</b>	<b>82,614</b>	<b>89,858</b>	<b>93,300</b>	<b>73,000</b>	<b>103,900</b>	<b>15.63%</b>	<b>11.36%</b>
44500 IT Software License & M	0	0	3,800	5,500	4,900	NA	28.95%
44505 Training, travel, dues	4,264	2,819	8,800	3,104	8,800	212.21%	0.00%
44525 Utilities	125,168	100,215	102,828	100,152	101,255	1.04%	-1.53%
44535 Financial Service Fees	0	0	12,000	9,361	12,000	NA	0.00%
44540 Professional Services	94,711	82,728	168,320	140,000	170,700	106.34%	1.41%
44560 Marketing & Promotion	0	0	0	0	1,000	NA	NA
44565 Advert, Publications, Sub:	0	0	37,100	6,002	37,100	NA	0.00%
44573 Leases and Rentals	23,646	21,779	25,080	18,000	26,200	20.30%	4.47%
<b>Services Subtotal</b>	<b>247,789</b>	<b>207,541</b>	<b>357,928</b>	<b>282,119</b>	<b>361,955</b>	<b>74.40%</b>	<b>1.13%</b>
48850 Improv. other than Bldgs.	0	0	0	12,340	0	NA	NA
48860 Machinery & Equipment	0	0	10,000	10,000	35,000	NA	250.00%
<b>Capital Outlay Subtotal</b>	<b>8,976</b>	<b>0</b>	<b>10,000</b>	<b>22,340</b>	<b>35,000</b>	<b>NA</b>	<b>250.00%</b>
<b>DIVISION TOTAL</b>	<b>1,299,384</b>	<b>1,248,582</b>	<b>1,536,674</b>	<b>1,383,456</b>	<b>1,602,937</b>	<b>28.38%</b>	<b>4.31%</b>
<b>Less Salaries &amp; Fuel</b>	<b>512,570</b>	<b>462,166</b>	<b>676,028</b>	<b>573,484</b>	<b>702,655</b>	<b>52.04%</b>	<b>3.94%</b>

Convention & Visitors - Facilities

115-350-3

Comments / Justification

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>148,800</b>
For Convention Center (CC), Palace (PAC), and Concourse. Includes printing, office supplies, janitorial supplies, food for catering and resale, ticket stock, volunteer supplies and PAC programming expenses.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>2,000</b>
Staff uniforms.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>51,000</b>
For CC, PAC, and Concourse. Includes AV equipment, catering equipment, replacement tables, and miscellaneous tools.	
<b><u>43350</u></b> <b><u>Building Maintenance</u></b>	<b>91,500</b>
Includes building repairs, carpet and hard floor maintenance, movable wall maintenance, elevator maintenance, sign maintenance, window cleaning, pest control, A/C maintenance contract, etc. for CC, PAC, and Concourse.	
<b><u>43430</u></b> <b><u>Motor Vehicle Maint.</u></b>	<b>3,600</b>
Inspection, car tags, car washings.	
<b><u>43465</u></b> <b><u>Misc. Equipment Maint.</u></b>	<b>8,800</b>
Includes maintenance agreement for copier and miscellaneous equipment repairs such as vending machines, ice machine, popcorn machine, and A/V.	
<b><u>44500</u></b> <b><u>IT Software License &amp; Maint Fees</u></b>	<b>4,900</b>
Includes \$4,900 for IT software licensing and maintenance contracts.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>8,800</b>
Includes memberships, staff training, health certification, industry conferences including IAAM, SWPAP, TAVF, and staff mileage reimbursement.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>101,255</b>
Includes electric, gas, water, and phone for CC, PAC, and Concourse.	
<b><u>44535</u></b> <b><u>Financial Service Fees</u></b>	<b>12,000</b>
Includes \$12,000 for credit card fees, etc.	

**Convention & Visitors - Facilities**  
**115-350-3**

**44540 Professional Services** **170,700**  
Includes performer fees, event security, fire security monitoring, grounds maintenance, fire extinguisher maintenance, light and sound technicians for programs, etc.

**44565 Advert, Publications, Subscript** **37,100**  
Includes \$37,100 for advertising.

**44573 Leases and Rentals** **26,200**  
For CC, PAC, and Concourse. Includes A/V, linen and other rentals for resale. Storage pod rental. Ice machine rental for Concourse.

**48860 Machinery & Equipment** **35,000**  
Christie Movie Projector.

**Convention & Visitors - Festivals & New Vintage  
115-350-05**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	505,008	629,673	589,476	585,216	595,945
Supplies	0	3,541	0	0	0
Maintenance	0	63	0	122	0
Services	2,788,448	2,927,763	3,097,600	3,090,000	3,147,150
<b>Total</b>	<b>3,293,456</b>	<b>3,561,041</b>	<b>3,687,076</b>	<b>3,675,338</b>	<b>3,743,095</b>

**Objectives**

- 
- Develop and produce festivals and events that promote Grapevine as a tourism and meetings destination.
- Increase awareness of Grapevine Market and Grapevine Farmers Market and increase vendors.
- Create an expanded program of the "Christmas on Main Street" activities in conjunction with the Grapevine Vintage Railroad's North Pole Express to promote Grapevine as the "Christmas Capital of Texas."
- Work with local service organizations to provide them the opportunity for revenue-generating activities by members working on behalf of their organization or having a booth at festivals.
- Work with the Sales division and Grapevine hotels to create specific packages to promote the City as a meetings and tourism destination.
- Support the Grapevine Wine Pouring Society and the participation of that organization in festivals and other City events.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Attendance at New Vintage tastings	1,053	981	1,000	1,000	1,000
New Vintage Wine Train attendance	665	750	750	750	750
Attendance at New Vintage Blessing	650	350	600	600	400
Main Street Days attendance	139,770	148,260	150,000	150,000	152,000
GrapeFest attendance	262,910	266,170	230,000	230,000	235,000
GrapeFest People's Choice attendance	6,941	7,052	6,000	6,000	6,500
Number of Events and Activities supported	154	184	170	170	175
Wine Pouring Society Activities supported	51	56	50	50	55
Number of Street Banner Applications	NA	32	20	20	20
Number of Gazebo rental applications Approved	NA	5	10	10	10
Number of Dirty Dozen activities	NA	13	15	15	15
Number of service groups worked with	NA	100	60	60	65

**Convention & Visitors - Festivals & New Vintage  
115-350-5**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	257,708	322,573	334,223	343,000	339,560	5.27%	1.60%
41107 Salaries-Overtime	2,247	2,318	0	2,000	0	-100.00%	900.00%
41180 Salaries-Pt. and Hourly	17,395	27,476	8,660	4,000	8,833	-67.85%	2.00%
41190 Wages - Contract Labor	0	0	0	0	0	NA	900.00%
41108 Salaries-Interdepartmental	141,106	170,206	171,000	150,000	171,000	0.47%	NA
41224 PARS Benefits	227	193	113	53	115	-40.35%	1.77%
41236 TMRS Benefits	75,389	94,323	65,036	74,502	65,774	-30.27%	1.13%
41247 Medicare	6,069	7,285	5,050	6,387	5,132	-29.55%	1.62%
41271 Salaries-Longevity	1,152	1,344	1,200	1,200	1,248	-7.14%	4.00%
41273 Salaries-SLBB	3,716	3,956	4,194	4,074	4,283	8.26%	2.12%
<b>Personnel Services Subtotal</b>	<b>505,008</b>	<b>629,673</b>	<b>589,476</b>	<b>585,216</b>	<b>595,945</b>	<b>-5.36%</b>	<b>1.10%</b>
42200 Operating Supplies	0	3,541	0	0	0	-100.00%	0.00%
<b>Supplies Subtotal</b>	<b>0</b>	<b>3,541</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
43350 Buildings	0	63	0	122	0	-100.00%	0.00%
<b>Maintenance Subtotal</b>	<b>0</b>	<b>63</b>	<b>0</b>	<b>122</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
44582 Festival Expenses	2,788,246	2,927,763	3,097,600	3,090,000	3,147,150	7.49%	1.60%
<b>Services Subtotal</b>	<b>2,788,448</b>	<b>2,927,763</b>	<b>3,097,600</b>	<b>3,090,000</b>	<b>3,147,150</b>	<b>7.49%</b>	<b>1.60%</b>
<b>DIVISION TOTAL</b>	<b>3,293,456</b>	<b>3,561,041</b>	<b>3,687,076</b>	<b>3,675,338</b>	<b>3,743,095</b>	<b>5.11%</b>	<b>1.52%</b>
<b>Less Salaries &amp; Fuel</b>	<b>2,788,448</b>	<b>2,931,367</b>	<b>3,097,600</b>	<b>3,090,122</b>	<b>3,147,150</b>	<b>7.36%</b>	<b>1.60%</b>

**Comments / Justification**

**41108 Salaries-Interdepartmental**

**171,000**

Salaries for police, fire and other city departments that assist with Main Street Fest and GrapeFest.

**44582 Festival Expenses**

**3,147,150**

Includes all Main Street Fest and GrapeFest expenses other than personnel and interdepartmental salaries. Includes operating expenses, rentals, entertainment and other professional services.

**Convention & Visitors - Grapevine Vintage Railroad  
115-350-07**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	540,099	572,455	631,637	530,346	618,683
Supplies	0	0	0	0	0
Maintenance	160	110	0	0	0
Services	1,110,233	1,050,815	1,052,200	1,050,000	1,327,950
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,650,492</b>	<b>1,623,380</b>	<b>1,683,837</b>	<b>1,580,346</b>	<b>1,946,633</b>

**Objectives**

- Promote the Historic Cotton Belt Railroad District, the Historic Downtown District, and Grapevine as a visitor destination.
- Increase revenues to cover operating expenses of the vintage diesel and excursion steam train.
- Expand onboard food and beverage, photo and merchandise opportunities.
- Create a Grapevine Vintage Railroad merchandising effort.
- Develop programs to increase ridership for special holidays.
- Ensure that the Grapevine Vintage Railroad with the vintage diesel and steam excursion train remains a premier family attraction.
- Participate with local hotels, attractions, merchants and restaurants to promote Grapevine leisure and group visitors.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Total annual passengers	94,085	91,570	120,000	120,000	125,000
Charters	10	30	40	40	40
Number of Train Operations (a run out and back is considered one operation)	NA	372	380	380	385

**Convention & Visitors - Grapevine Vintage Railroad  
115-350-7**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	187,238	255,000	316,329	228,000	299,725	17.54%	-5.25%
41107 Salaries-Overtime	14,443	13,619	10,000	16,164	10,000	-26.57%	0.00%
41180 Salaries-Pt. and Hourly	265,807	220,052	210,683	200,000	214,896	-2.34%	2.00%
41108 Salaries-Interdepartmental	19,288	16,013	15,000	16,997	18,100	13.03%	20.67%
41224 PARS Benefits	3,455	2,696	2,739	2,600	2,794	3.62%	2.01%
41236 TMRS Benefits	41,216	55,272	63,541	58,000	60,066	8.67%	-5.47%
41247 Medicare	7,039	7,212	7,866	6,500	7,686	6.58%	-2.29%
41271 Salaries-Longevity	624	768	1,008	1,035	1,152	50.00%	14.29%
41273 Salaries-SLBB	990	1,823	4,471	1,050	4,264	133.90%	-4.63%
<b>Personnel Services Subtotal</b>	<b>540,099</b>	<b>572,455</b>	<b>631,637</b>	<b>530,346</b>	<b>618,683</b>	<b>8.08%</b>	<b>-2.05%</b>
<b>Supplies Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
43350 Train Maintenance	160	110	0	0	0	-100.00%	0.00%
<b>Maintenance Subtotal</b>	<b>160</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
44582 Train Expenses	1,109,171	1,050,490	1,052,200	1,050,000	1,327,950	26.41%	26.21%
<b>Services Subtotal</b>	<b>1,110,233</b>	<b>1,050,815</b>	<b>1,052,200</b>	<b>1,050,000</b>	<b>1,327,950</b>	<b>26.37%</b>	<b>26.21%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>1,650,492</b>	<b>1,623,380</b>	<b>1,683,837</b>	<b>1,580,346</b>	<b>1,946,633</b>	<b>19.91%</b>	<b>15.61%</b>
<b>Less Salaries &amp; Insurance</b>	<b>1,109,331</b>	<b>1,050,925</b>	<b>1,327,950</b>	<b>1,050,000</b>	<b>1,327,950</b>	<b>26.36%</b>	<b>0.00%</b>

**Comments / Justification**

**41108 Salaries-Interdepartmental**

**18,100**

Police, fire and other city department employee salaries for North Pole Express and Day Out with Thomas.

**44582 Train Expenses**

**1,327,950**

Includes all Train Division expenses except salaries and interdepartmental salaries. Includes supplies, uniforms, memberships, train parts, engine repairs, fuel, coach repairs, utilities, North Pole Express expenses and Day Out with Thomas expenses, trackage leases, etc.

**Convention & Visitors - Sister City  
115-350-10**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	0	0	0	0	0
Supplies	36,204	12,461	28,300	20,000	22,300
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>36,204</b>	<b>12,461</b>	<b>28,300</b>	<b>20,000</b>	<b>22,300</b>

**Objectives**

- To promote cultural exchange programs between Grapevine and the three sister cities.
- To promote cultural awareness between the sister cities through exchange of groups with common interests.
- To create opportunities for travel between citizens of the four sister cities.
- To experience economic benefits from the sister city program.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of exchange programs between Grapevine and sister cities	10	11	8	8	8
Number of student interns	5	7	6	6	2
Number of participants in sister city committees and	588	719	400	400	400
Number of participants in sister city programs originating in our sister cities	47	117	60	60	70

**Convention & Visitors - Sister City  
115-350-10**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
42200 Operating Supplies	36,204	12,461	28,300	20,000	22,300	78.95%	-21.20%
<b>Supplies Subtotal</b>	<b>36,204</b>	<b>12,461</b>	<b>28,300</b>	<b>20,000</b>	<b>22,300</b>	<b>78.95%</b>	<b>-21.20%</b>
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>DIVISION TOTAL</b>	<b>36,204</b>	<b>12,461</b>	<b>28,300</b>	<b>20,000</b>	<b>22,300</b>	<b>78.95%</b>	<b>-21.20%</b>
<b>Less Salaries &amp; Fuel</b>	<b>36,204</b>	<b>12,461</b>	<b>28,300</b>	<b>20,000</b>	<b>22,300</b>	<b>78.95%</b>	<b>-21.20%</b>

**Comments / Justification**

**42200 Operating Supplies**

Includes fundraising expenses, grants, Sister City program costs.

<b>22,300</b>
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**Convention & Visitors - GV Wine Pouring Society  
115-350-11**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	0	0	0	0	0
Supplies	4,184	2,159	6,600	2,000	5,600
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>4,184</b>	<b>2,159</b>	<b>6,600</b>	<b>2,000</b>	<b>5,600</b>

**Objectives**

- To serve as Grapevine's ambassadors and a strong volunteer base for festivals and events.
- To create an awareness of Grapevine's wine related attractions and events.
- To enhance the Grapevine experience for festival attendees, convention attendees, and visitors.
- To develop a group of knowledgeable, TABC-certified wine pourers through training.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of events serviced by the Grapevine Wine Pouring Society	31	35	25	25	30
Number of hours of service provided by Grapevine wine pourers	2,315	3,615	2,800	2,800	2,900
Average attendance at monthly Grapevine Wine Pouring Society meetings	75	67	85	85	85
Number of TABC certifications	70	47	90	90	100

**Convention & Visitors - GV Wine Pouring Society  
115-350-11**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
42200 Operating Supplies	4,184	2,159	4,100	2,000	3,100	43.57%	-24.39%
42220 Clothing Supplies	0	0	2,500	0	2,500	NA	0.00%
<b>Supplies Subtotal</b>	<b>4,184</b>	<b>2,159</b>	<b>6,600</b>	<b>2,000</b>	<b>5,600</b>	<b>159.36%</b>	<b>-15.15%</b>
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<hr/> <b>DIVISION TOTAL</b>	<b>4,184</b>	<b>2,159</b>	<b>6,600</b>	<b>2,000</b>	<b>5,600</b>	<b>159.36%</b>	<b>-15.15%</b>
<b>Less Salaries &amp; Fuel</b>	<b>4,184</b>	<b>2,159</b>	<b>6,600</b>	<b>2,000</b>	<b>5,600</b>	<b>159.36%</b>	<b>-15.15%</b>

**Comments / Justification**

**42200 Operating Supplies**

Includes miscellaneous supplies, uniforms, and program/mission costs.

<b>3,100</b>
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**42220 Clothing Supplies**

WPS vests.

<b>2,500</b>
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**Convention & Visitors - Visitor Shuttle System  
216-350-12**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	208,783	244,470	275,690	236,534	297,070
Supplies	79,357	88,022	121,400	75,261	146,460
Maintenance	20	740	1,500	1,000	3,500
Services	289,490	230,319	261,028	240,328	278,445
Capital Outlay	0	0	30,000	30,000	44,000
Transfers	594,460	0	0	0	0
<b>Total</b>	<b>1,172,110</b>	<b>563,551</b>	<b>689,618</b>	<b>583,123</b>	<b>769,475</b>

**Objectives**

- Connect hotel guests with Grapevine's attractions, shopping and dining venues.
- Increase visitor expenditures within Grapevine.
- Enhance the visitor experience through affordable shuttle transportation.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Total Ridership for the year	54,834	63,811	65,000	65,000	65,500
Economic Impact of ridership	NA	\$3,914,990	\$3,800,000	\$3,800,000	\$3,850,000

**Convention & Visitors - Visitor Shuttle System  
216-350-12**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	112,370	111,315	170,708	175,150	57.35%	2.60%
41107 Salaries-Overtime	5,428	2,379	10,000	10,000	320.42%	0.00%
41180 Salaries-Pt. and Hourly	64,254	95,813	52,313	53,359	-44.31%	2.00%
41190 Wages - Contract Labor	0	0		15,000	NA	NA
41108 Salaries - Interdepartmental	0	0	500	500	NA	0.00%
41224 PARS Benefits	808	661	680	694	5.04%	2.06%
41236 TMRS Benefits	22,374	30,186	35,162	35,862	18.80%	1.99%
41247 Medicare	2,632	3,039	3,421	3,502	15.24%	2.37%
41271 Salaries-Longevity	384	528	672	672	27.27%	0.00%
41273 Salaries-SLBB	534	550	2,234	2,331	324.16%	4.34%
<b>Personnel Services Subtotal</b>	<b>208,783</b>	<b>244,470</b>	<b>275,690</b>	<b>297,070</b>	<b>21.52%</b>	<b>7.76%</b>
42200 Operating Supplies	6,108	7,418	2,400	2,400	-67.65%	NA
42220 Clothing Supplies	477	739	1,000	1,000	35.33%	NA
42281 Apparatus and Tools	1,103	6,839	8,000	23,060	237.20%	188.25%
42285 Motor Vehicle Supplies	71,668	73,026	110,000	120,000	64.32%	9.09%
<b>Supplies Subtotal</b>	<b>79,357</b>	<b>88,022</b>	<b>121,400</b>	<b>146,460</b>	<b>66.39%</b>	<b>20.64%</b>
43350 Buildings	0	0	0	2,000	NA	NA
43430 Motor Vehicle Maint.	20	740	1,500	1,500	102.70%	NA
<b>Maintenance Subtotal</b>	<b>20</b>	<b>740</b>	<b>1,500</b>	<b>3,500</b>	<b>372.97%</b>	<b>133.33%</b>
44505 Training, travel, dues	0	0	1,000	1,000	NA	0.00%
44525 Utilities	3,357	3,274	3,000	3,100	-5.32%	3.33%
44540 Professional Services	37,970	27,806	39,500	71,760	158.07%	81.67%
44560 Marketing & Promotion	0	0	8,500	8,000	NA	-5.88%
44573 Leases and Rentals	4,888	0	2,500	2,500	NA	0.00%
44627 Ins., Fleet & IT	188,120	199,239	206,528	192,085	-3.59%	-6.99%
<b>Services Subtotal</b>	<b>289,490</b>	<b>230,319</b>	<b>261,028</b>	<b>278,445</b>	<b>20.90%</b>	<b>6.67%</b>
48850 Improvs other than Bldgs.	0	0	30,000	44,000	NA	46.67%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>44,000</b>	<b>NA</b>	<b>46.67%</b>
<b>Transfers Subtotal</b>	<b>594,460</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>1,172,110</b>	<b>563,551</b>	<b>689,618</b>	<b>769,475</b>	<b>36.54%</b>	<b>11.58%</b>
<b>Less Salaries &amp; Fuel</b>	<b>703,539</b>	<b>46,816</b>	<b>97,400</b>			

Convention & Visitors - Visitor Shuttle System

216-350-12

Comments / Justification

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>2,400</b>
Includes brochures and miscellaneous supplies.	
<b><u>42220</u></b> <b><u>Clothing Supplies</u></b>	<b>1,000</b>
Driver uniforms.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>23,060</b>
Includes radios, GPS Enabled Tour Guide, signage, etc.	
<b><u>42285</u></b> <b><u>Motor Vehicle Supplies</u></b>	<b>120,000</b>
Fuel.	
<b><u>43430</u></b> <b><u>Motor Vehicle Maint.</u></b>	<b>1,500</b>
State inspections and bus tags.	
<b><u>43350</u></b> <b><u>Buildings</u></b>	<b>2,000</b>
Maint for shuttle shelter.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>1,000</b>
Miscellaneous training.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>3,100</b>
Phones.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>71,760</b>
Includes \$43,960 for replacing wraps and temporary graphics for festival promotion; Includes \$27,800 for airport access fees, bus washing , substitute drivers, trainer fees, bus wrapping maintenance, etc.	
<b><u>44560</u></b> <b><u>Marketing &amp; Promotion</u></b>	<b>8,000</b>
Includes \$8,000 for marketing brochures.	
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b>	<b>2,500</b>
Substitute equipment rental.	
<b><u>44627</u></b> <b><u>Ins., Fleet &amp; IT Chgs</u></b>	<b>192,085</b>
Employee Health/Dental/Vision/Life insurance; fleet maintenance.	
<b><u>48850</u></b> <b><u>Improv other than Bldgs</u></b>	<b>44,000</b>
Bus stop shelters.	

FY 2015-16 PROPOSED OPERATING BUDGET  
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
 CONVENTION & VISITORS BUREAU INCENTIVES FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	0	0	3,599,192	3,599,192	6,201,964
<b>OPERATING REVENUE:</b>					
Occupancy Taxes - Gaylord			1,555,200	1,673,260	1,632,958
Occupancy Taxes - Great Wolf			450,000	352,800	472,500
Occupancy Taxes - All (1%)			2,191,124	2,100,000	2,300,680
Interest Income			3,676	3,205	3,600
<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>4,200,000</b>	<b>4,142,202</b>	<b>4,409,738</b>
<b>TRANSFERS IN:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>4,200,000</b>	<b>4,142,202</b>	<b>4,409,738</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel		0	0	0	0
Supplies		0	0	100,000	133,000
Maintenance		0	0	0	0
Services		0	1,707,600	1,439,430	4,276,738
Capital Outlay		0	0	0	0
<b>Total Operating Expenditures</b>	<b>0</b>	<b>0</b>	<b>1,707,600</b>	<b>1,539,430</b>	<b>4,409,738</b>
<b>TRANSFERS OUT:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>1,707,600</b>	<b>1,539,430</b>	<b>4,409,738</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>0</b>	<b>0</b>	<b>2,492,400</b>	<b>2,602,772</b>	<b>0</b>
<b>ENDING FUND BALANCE:</b>	<b>0</b>	<b>0</b>	<b>6,091,592</b>	<b>6,201,964</b>	<b>6,201,964</b>
<b>RESERVES:</b>					
Reserved for Incentive Packages			1,700,000	1,700,000	4,700,000
<b>Total Reserves</b>			<b>1,700,000</b>	<b>1,700,000</b>	<b>4,700,000</b>
<b>UNENCUMBERED / UNRESERVED FUND BALANCE</b>			<b>4,391,592</b>	<b>4,501,964</b>	<b>1,501,964</b>

**CVB Incentives Fund  
215-225-01**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	0	0	0	0	0
Supplies	0	0	0	100,000	133,000
Maintenance	0	0	0	0	0
Services	0	0	1,707,600	1,439,430	4,276,738
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,707,600</b>	<b>1,539,430</b>	<b>4,409,738</b>

**Objectives**

- Expand convention services and increase number of conventions serviced. Services provided include such items as: electronic attendance building; housing bureau; registration staffing; press release distribution; website link; welcome signs; spouse programs; and convention support resources.
- Sell housing bureau services to all conventions requiring multiple hotels to guarantee that occupancy in all Grapevine hotels is maximized.
- Increase the level of visitor services provided at the visitor information kiosk and through convention registration personnel.
- Educate meeting planners on ways the CVB can assist them to promote the convention destination, drive attendance and maximize occupancy.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Economic impact of conventions serviced (in millions)	\$94	\$81	\$85	\$85	\$82
Average hours worked at convention information kiosk (per month)	69	74	80	80	75

**CVB Incentives Fund Fund  
215-225-01**

<b>Expenditure Detail</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
42200 Operating Supplies			0	100,000	133,000	NA	NA
<b>Supplies Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>133,000</b>	<b>NA</b>	<b>NA</b>
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
44560 Marketing & Promotion			480,000	250,000	2,987,759	NA	522.45%
44686 Community Distributions			1,227,600	1,189,430	1,288,979	NA	5.00%
<b>Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>1,707,600</b>	<b>1,439,430</b>	<b>4,276,738</b>	<b>NA</b>	<b>150.45%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>FUND 124 TOTAL</b>	<b>0</b>	<b>0</b>	<b>1,707,600</b>	<b>1,539,430</b>	<b>4,409,738</b>	<b>NA</b>	<b>158.24%</b>

**Comments / Justification**

**42200 Operating Supplies**

**133,000**

SummerBlast and miscellaneous pop up requests.

**44560 Marketing & Promotion**

**2,987,759**

Includes sponsorship agreements for Collinson Media - Collaborate Marketplace, Gold Wing, and Travel Media Showcase. Increase due to more city wide opportunities.

**44686 Community Distributions**

**1,288,979**

Gaylord and Great Wolf Marketing Agreements.

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
STORMWATER DRAINAGE UTILITY FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	3,179,405	2,024,086	1,361,292	1,361,292	1,034,836
<b>OPERATING REVENUE:</b>					
Drainage Utility Fees	1,388,412	1,383,959	1,389,412	1,420,908	1,400,392
Interest Income	3,460	959	1,166	1,000	1,000
Interest Income - 2000 C.O.	120	43	46	60	46
Miscellaneous	5,600	(207)	0	0	0
<b>Total Operating Revenue</b>	<b>1,397,591</b>	<b>1,384,753</b>	<b>1,390,624</b>	<b>1,421,968</b>	<b>1,401,438</b>
<b>TRANSFERS IN:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,397,591</b>	<b>1,384,753</b>	<b>1,390,624</b>	<b>1,421,968</b>	<b>1,401,438</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	468,404	466,563	495,598	388,900	483,701
Supplies	36,438	35,777	59,700	26,552	44,700
Maintenance	107,145	89,869	125,000	124,000	125,000
Services	259,307	242,191	260,408	254,616	249,906
Capital Outlay	903,960	579,704	435,500	491,415	185,000
<b>Total Operating Expenditures</b>	<b>1,775,254</b>	<b>1,414,104</b>	<b>1,376,206</b>	<b>1,285,483</b>	<b>1,088,307</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	91,668	104,008	104,206	104,206	105,029
Transfer to Debt Service Fund	113,988	319,436	318,735	318,735	0
Transfer to Equipment Acquisition Fund	572,000	210,000	40,000	40,000	0
<b>Total Transfers Out</b>	<b>777,656</b>	<b>633,444</b>	<b>462,941</b>	<b>462,941</b>	<b>105,029</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>2,552,910</b>	<b>2,047,548</b>	<b>1,839,147</b>	<b>1,748,424</b>	<b>1,193,336</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>(1,155,319)</b>	<b>(662,794)</b>	<b>(448,523)</b>	<b>(326,456)</b>	<b>208,102</b>
<b>ENDING FUND BALANCE:</b>	<b>2,024,086</b>	<b>1,361,292</b>	<b>912,769</b>	<b>1,034,836</b>	<b>1,242,938</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>291,823</b>	<b>232,455</b>	<b>226,226</b>	<b>211,312</b>	<b>178,900</b>

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2015-16 proposed Ending Fund Balance represents **417** days of operation.

FY 2015-16 PROPOSED OPERATING BUDGET  
 STORMWATER DRAINAGE UTILITY FUND  
 DEPARTMENTAL SUMMARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	468,404	466,563	495,598	388,900	483,701
Supplies	36,438	35,777	59,700	26,552	44,700
Maintenance	107,145	89,869	125,000	124,000	125,000
Services	259,307	242,191	260,408	254,616	249,906
Capital Outlay	903,960	579,704	435,500	491,415	185,000
Transfers	777,656	633,444	462,941	462,941	105,029
<b>Total</b>	<b>2,552,910</b>	<b>2,047,548</b>	<b>1,839,147</b>	<b>1,748,424</b>	<b>1,193,336</b>

<b><u>SDUS - OPERATIONS</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Street Foreman	1	1	1	1	1
Crew Leader	1	1	1	1	1
Equip Op III	2	2	2	2	2
Equip Op II	2	2	2	2	2
Equip Op I	1	1	1	1	1
GIS Engineer Specialist	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

**Public Works - Stormwater Drainage  
116-535-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	468,404	466,563	495,598	388,900	483,701
Supplies	36,438	35,777	59,700	26,552	44,700
Maintenance	107,145	89,869	125,000	124,000	125,000
Services	259,307	242,191	260,408	254,616	249,906
Capital Outlay	903,960	579,704	435,500	491,415	185,000
Transfers	777,656	633,444	462,941	462,941	105,029
<b>Total</b>	<b>2,552,910</b>	<b>2,047,548</b>	<b>1,839,147</b>	<b>1,748,424</b>	<b>1,193,336</b>

**Objectives**

- Excavate, re-grade and re-sod 12,000 linear feet of roadside ditches and outfalls.
- Clean, reset and replace 800 linear feet of reinforced concrete pipe.
- Inspect and clean 950 restricted underground storm sewer structures.
- Respond to citizen concerns in a timely manner, reducing the possibility of recurring flood situations.
- Repair damaged gutter lines reducing the amount of ponding water on curb and gutter streets.
- Perform required erosion control on above-ground drainage facilities.
- Clean and remove brush and debris along bridge embankments at road crossings, reducing the possibility of damage to bridge structures.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Ditch excavation (linear feet)	9,501	12,844	12,000	12,000	12,000
Reset reinforced concrete pipe (linear feet)	1,646	1,698	800	800	800
Clean storm sewer structures (ea)	433	782	950	950	950
Clean debris adjacent to bridges (times / year)	3	3	4	4	4
Sweeping miles	14,539	17,864	17,000	17,000	17,000

**Public Works - Storm Water Drainage  
116-535-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	373,006	347,694	390,096	306,474	382,978	10.15%	-1.82%
41107 Salaries-Overtime	6,437	17,501	9,378	10,000	9,378	-46.41%	0.00%
41236 TMRS Benefits	72,866	71,068	78,695	61,740	76,503	7.65%	-2.79%
41247 Medicare	5,485	5,369	5,959	4,632	5,820	8.41%	-2.33%
41271 Salaries-Longevity	5,568	6,608	5,232	4,772	3,696	-44.07%	-29.36%
41273 Salaries-SLBB	5,042	4,217	6,238	1,282	5,326	26.30%	-14.62%
<b>Personnel Services Subtotal</b>	<b>468,404</b>	<b>466,563</b>	<b>495,598</b>	<b>388,900</b>	<b>483,701</b>	<b>3.67%</b>	<b>-2.40%</b>
42200 Operating Supplies	203	474	2,750	500	2,750	479.84%	0.00%
42220 Clothing Supplies	2,050	1,714	2,950	3,500	2,950	72.12%	0.00%
42281 Apparatus and Tools	2,642	3,014	4,000	4,000	4,000	32.70%	0.00%
42285 Motor Vehicle Fuel	31,543	30,575	50,000	18,552	35,000	14.47%	-30.00%
<b>Supplies Subtotal</b>	<b>36,438</b>	<b>35,777</b>	<b>59,700</b>	<b>26,552</b>	<b>44,700</b>	<b>24.94%</b>	<b>-25.13%</b>
43301 Infrastructure Maint.	107,145	89,844	125,000	124,000	125,000	39.13%	0.00%
<b>Maintenance Subtotal</b>	<b>107,145</b>	<b>89,869</b>	<b>125,000</b>	<b>124,000</b>	<b>125,000</b>	<b>39.09%</b>	<b>0.00%</b>
44505 Training, travel, dues	1,553	2,617	2,300	1,950	2,300	-12.10%	0.00%
44525 Utilities	0	0	1,300	0	1,300	100%	0.00%
44535 Financial Service Fees	0	0	1,711	1,305	1,268	NA	-25.89%
44540 Professional Services	10,894	10,874	14,236	10,500	14,580	34.08%	2.42%
44627 Ins., Fleet & IT Charges	246,860	228,700	240,861	240,861	230,458	0.77%	-4.32%
<b>Services Subtotal</b>	<b>259,307</b>	<b>242,191</b>	<b>260,408</b>	<b>254,616</b>	<b>249,906</b>	<b>3.19%</b>	<b>-4.03%</b>
48810 Land Improvements	0	113,430	0	79,341	0	0.00%	0.00%
48860 Machinery & Equipment	0	0	70,500	47,074	0	0.00%	-100.00%
48941 Drainage System Improv.	903,960	466,274	365,000	365,000	185,000	-60.32%	-49.32%
<b>Capital Outlay Subtotal</b>	<b>903,960</b>	<b>579,704</b>	<b>435,500</b>	<b>491,415</b>	<b>185,000</b>	<b>-68.09%</b>	<b>-57.52%</b>
54100 Trans. to General Fund	91,668	104,008	104,206	104,206	105,029	0.98%	0.79%
54130 Trans. to Debt Svc. Fund	113,988	319,436	318,735	318,735	0	-100.00%	-100.00%
54325 Trans. to Equip Fund	572,000	210,000	40,000	40,000	0	-100.00%	-100.00%
<b>Transfers Subtotal</b>	<b>777,656</b>	<b>633,444</b>	<b>462,941</b>	<b>462,941</b>	<b>105,029</b>	<b>-83.42%</b>	<b>-77.31%</b>
<b>DIVISION TOTAL</b>	<b>2,552,910</b>	<b>2,047,548</b>	<b>1,839,147</b>	<b>1,748,424</b>	<b>1,193,336</b>	<b>-41.72%</b>	<b>-35.11%</b>
<b>Less Salaries &amp; Fuel, Insurance, Debt Service &amp; Admin. Fee</b>	<b>1,600,447</b>	<b>898,267</b>	<b>629,747</b>	<b>677,170</b>	<b>339,148</b>	<b>-62.24%</b>	<b>-46.15%</b>

**Public Works - Storm Water Drainage**

**116-535-1**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>2,750</b>
Office supplies \$1,800; Surveying supplies \$600; Printing supplies \$350.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>4,000</b>
Minor tools, shovels , blades, hammers, chains, chokers, and other various hand tools \$2,900 (emergency saw \$1,100).	
<b><u>43301</u></b> <b><u>Infrastructure Maint.</u></b>	<b>125,000</b>
Operating budget for SDUS maintenance crew, ditching, inlet repairs, creek channel cleaning, erosion control, storm sewer replacement and general storm system cleaning and maintenance.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>2,300</b>
ESRI Training for Cartagraph Tech \$1,550; Training for Foreman and two Operators ( TPWA short course and local COG traffic and safety ) \$750.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>1,300</b>
Mobile phone charges for one Foreman \$1,300.	
<b><u>44535</u></b> <b><u>Financial Service Fees</u></b>	<b>1,268</b>
Audit fees \$1,268.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>14,580</b>
Regional Storm Water Management Program Dues \$4,000; ISWM Fees \$5,115; Engineering Services \$2,965; Lab Fees \$1,250; Survey Fees \$1,250.	
<b><u>48941</u></b> <b><u>Drainage System Improv.</u></b>	<b>185,000</b>
Repair to culvert system crossing Shady Brook (Morehead Branch) \$60,000; Drainage crossing Oak Grove Loop from Shannon \$20,000; Spring Creek Drive Erosion \$25,000; Misc. Improvements - Erosion Issues \$80,000.	

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CRIME CONTROL & PREVENTION DISTRICT

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	714,144	861,919	1,172,443	1,172,443	2,454,566
<b>OPERATING REVENUE:</b>					
Sales Tax (1/2 cent)	11,958,485	12,630,599	12,913,790	13,839,252	14,250,000
Commercial Vehicle Enforcement	187,226	153,662	200,000	200,000	164,000
Interest Income	2,464	760	2,500	2,500	1,000
Miscellaneous	1,980	1,643	0	0	
<b>Total Operating Revenue</b>	<b>12,150,154</b>	<b>12,786,665</b>	<b>13,116,290</b>	<b>14,041,752</b>	<b>14,415,000</b>
<b>TRANSFERS IN:</b>					
Transfer from General Fund	1,300,000	1,000,000	700,000	700,000	0
<b>Total Transfers In</b>	<b>1,300,000</b>	<b>1,000,000</b>	<b>700,000</b>	<b>700,000</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>13,450,154</b>	<b>13,786,665</b>	<b>13,816,290</b>	<b>14,741,752</b>	<b>14,415,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	9,763,541	10,243,314	10,632,541	10,055,160	10,773,201
Supplies	689,760	757,899	691,708	696,530	780,660
Maintenance	108,975	120,321	138,800	135,800	110,800
Services	2,447,481	2,336,528	2,478,241	2,572,139	2,327,076
Capital Outlay	291,122	18,080	0	0	0
<b>Total Operating Expenditures</b>	<b>13,300,880</b>	<b>13,476,141</b>	<b>13,941,290</b>	<b>13,459,629</b>	<b>13,991,737</b>
<b>TRANSFERS OUT:</b>					
Transfer to Special Revenue Fund	1,500	0	0	0	0
<b>Total Transfers Out</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>13,302,380</b>	<b>13,476,141</b>	<b>13,941,290</b>	<b>13,459,629</b>	<b>13,991,737</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>147,775</b>	<b>310,524</b>	<b>(125,000)</b>	<b>1,282,123</b>	<b>423,263</b>
<b>ENDING FUND BALANCE:</b>	<b>861,919</b>	<b>1,172,443</b>	<b>1,047,443</b>	<b>2,454,566</b>	<b>2,877,829</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
DEPARTMENTAL SUMMARY  
209 - POLICE

<b>CRIME CONTROL AND PREVENTION DISTRICT FUND ONLY</b>					
<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Uniform Operations	8,378,407	8,450,458	8,551,182	8,305,212	8,864,823
Criminal Investigations	2,426,172	2,526,723	2,680,838	2,543,041	2,293,654
Technical Services	2,459,592	2,456,485	2,657,262	2,565,154	2,811,490
Commercial Vehicle Enforcement	38,208	42,531	52,008	46,222	21,770
<b>Total</b>	<b>13,302,380</b>	<b>13,476,196</b>	<b>13,941,290</b>	<b>13,459,629</b>	<b>13,991,737</b>

<b><u>POLICE</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Police Captain	3	3	3	3	3
Lieutenant	4	4	4	4	4
Sergeant	12	12	12	12	12
Sr. Officer	26	28	33	33	33
Police Officer	40	37	33	33	33
Police Recruit	0	1	0	0	0
Jail Supervisor	1	1	1	1	1
Jailer	5	5	5	5	5
Communications Supervisor	1	1	1	1	1
Dispatch Supervisor	3	3	3	3	3
Telecommunicator	14	14	14	14	14
Technical Services Specialist	1	1	1	1	1
Records Supervisor	1	1	1	1	1
Records Specialist	3	3	3	3	3
Crime Scene Technician II	2	2	1	1	1
Crime Scene Technician I	0	0	1	1	1
Investigative Assistant	1	1	1	1	1
Warrant Clerk	1	1	1	1	1
Secretary	3	3	3	3	3
<b>TOTAL FULL-TIME POSITIONS</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>

<b><u>PART-TIME POSITIONS</u></b>					
School Crossing Guard	2.34	2.34	2.34	2.34	2.34
<b>TOTAL PART TIME POSITIONS</b>	<b>2.34</b>	<b>2.34</b>	<b>2.34</b>	<b>2.34</b>	<b>2.34</b>

<b>TOTAL CCPD FUND</b>	<b>123.34</b>	<b>123.34</b>	<b>123.34</b>	<b>123.34</b>	<b>123.34</b>
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**CCPD - Uniform Operations  
117-209-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	6,345,575	6,625,877	6,796,442	6,436,789	7,145,218
Supplies	505,171	455,323	490,128	450,000	436,310
Maintenance	2,337	4,467	6,000	3,000	6,000
Services	1,288,509	1,346,711	1,258,612	1,415,423	1,277,295
Capital Outlay	235,316	18,080	0	0	0
Transfers	1,500	0	0	0	0
<b>Total</b>	<b>8,378,407</b>	<b>8,450,458</b>	<b>8,551,182</b>	<b>8,305,212</b>	<b>8,864,823</b>

**Objectives**

- Encourage compliance with applicable traffic laws through enforcement.
- Provide proactive enforcement response to specific crime patterns and traffic concerns.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Calls for Service	65,000	44,266	67,500	67,500	75,000
Traffic Stops	32,810	44,380	45,000	45,000	45,000
Traffic Citations	21,450	24,441	24,000	24,000	24,000
DWI Arrests	304	344	325	325	350

**CCPD - Uniform Operations  
117-209-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	4,487,342	4,698,559	4,813,520	4,562,809	5,137,367	9.34%	6.73%
41107 Salaries-Overtime	323,361	296,466	343,712	264,404	343,712	15.94%	0.00%
41180 Salaries-Pt. and Hourly	101,935	106,964	80,477	106,000	82,044	-23.30%	1.95%
41190 Wages - Contract Labor	43,662	90,812	55,000	94,567	0	-100.00%	-100.00%
41210 Uniform Allowance	1,174	1,233	1,200	1,167	1,200	-2.67%	0.00%
41212 Certification Pay	60,945	64,253	58,440	61,087	62,340	-2.98%	6.67%
41224 PARS Benefits	1,221	1,283	1,019	1,373	1,039	-19.02%	1.96%
41236 TMRS Benefits	958,507	1,011,792	1,048,098	999,463	1,106,950	9.40%	5.62%
41247 Medicare	73,316	75,963	79,112	74,151	83,931	10.49%	6.09%
41271 Salaries-Longevity	33,124	32,896	34,704	35,096	35,808	8.85%	3.18%
41272 Salaries-Holiday Pay	203,982	189,164	200,000	179,680	200,000	5.73%	0.00%
41273 Salaries-SLBB	57,008	56,491	81,160	56,992	90,827	60.78%	11.91%
<b>Personnel Services Subtotal</b>	<b>6,345,575</b>	<b>6,625,877</b>	<b>6,796,442</b>	<b>6,436,789</b>	<b>7,145,218</b>	<b>7.84%</b>	<b>5.13%</b>
42200 Operating Supplies	49,293	54,627	61,205	50,000	61,205	12.04%	0.00%
42220 Clothing Supplies	125,944	84,092	100,972	85,000	100,972	20.07%	0.00%
42252 Educational & Rec.	723	0	1,495	0	1,495	NA	0.00%
42281 Apparatus and Tools	56,987	65,102	76,456	65,000	72,638	11.57%	-4.99%
42285 Motor Vehicle Fuel	272,224	251,496	250,000	250,000	200,000	-20.48%	-20.00%
<b>Supplies Subtotal</b>	<b>505,171</b>	<b>455,323</b>	<b>490,128</b>	<b>450,000</b>	<b>436,310</b>	<b>-4.18%</b>	<b>-10.98%</b>
43465 Misc. Equipment Maint.	2,125	4,397	6,000	3,000	6,000	36.45%	0.00%
<b>Maintenance Subtotal</b>	<b>2,337</b>	<b>4,467</b>	<b>6,000</b>	<b>3,000</b>	<b>6,000</b>	<b>34.31%</b>	<b>0.00%</b>
44505 Training, travel, dues	35,770	70,158	61,790	85,414	61,790	-11.93%	0.00%
44535 Financial Service Fees	0	0	9,942	10,000	9,526	NA	NA
44540 Professional Services	46,554	25,795	28,800	26,000	28,800	11.65%	0.00%
44627 Ins, Fleet & IT Charges	1,206,185	1,250,758	1,294,009	1,294,009	1,320,083	5.54%	2.01%
44701 Salary Attrition			-135,929		-142,904		
<b>Services Subtotal</b>	<b>1,288,509</b>	<b>1,346,711</b>	<b>1,258,612</b>	<b>1,415,423</b>	<b>1,277,295</b>	<b>-5.15%</b>	<b>1.48%</b>
48860 Machinery & Equipment	235,316	18,080	0	0	0	-100.00%	NA
<b>Capital Outlay Subtotal</b>	<b>235,316</b>	<b>18,080</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>NA</b>
<b>DIVISION TOTAL</b>	<b>8,378,407</b>	<b>8,450,458</b>	<b>8,551,182</b>	<b>8,305,212</b>	<b>8,864,823</b>	<b>4.90%</b>	<b>3.67%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease Payments &amp; Insurance</b>	<b>554,211</b>	<b>322,258</b>	<b>346,660</b>	<b>324,414</b>	<b>342,426</b>	<b>6.26%</b>	<b>-1.22%</b>

CCPD - Uniform Operations

117-209-2

Comments / Justification

**42200 Operating Supplies**

**61,205**

Sanitation and cleaning - \$250; equipment maintenance supplies - \$6,670; jail and prisoner maintenance supplies - \$31,465; K-9 feed and maintenance supplies - \$2,330; DWI / breath test evidence-gathering supplies - \$1,540; fire box maps - \$600; challenge coins - \$300; evidence collection \$700; radar batteries - \$1,100; SWAT equipment supplies - \$1,250; SWAT munitions - \$15,000.

**42281 Apparatus and Tools**

**72,638**

Less lethal tools - \$1,125; LED flashlights for vehicles and officers - \$4550; traffic cones - \$800; accident reconstruction supplies - \$757; badges - \$975; chargers and transmitters - \$1,405; replacement fingerprint kits - \$750; replacement first aid kits - \$830; binoculars - \$600; motorcycle transmitting equipment - \$4,400; body worn camera equipment - \$900; K9 bite suit- \$1650; K-9 tracking harness - \$150; miscellaneous K-9 training equipment - \$200; bicycle maintenance tools and equipment - \$2,365; school crossing equipment - \$485; SWAT equipment upgrades- \$8,550; Radars for Patrol Vehicles & Pro Laser IV Lidar \$26,087; Patrol Vehicle Truck Vaults \$16,059.

**43465 Misc. Equip Maint.**

**6,000**

Software maintenance for accident reconstruction - \$1,000; radar repair/recalibration - \$5,000.

**44505 Training, travel, dues**

**61,790**

Supervisory/management training - \$2,575; parking for county court - \$100; training lunches - \$2,250; school mileage - \$500; staff training luncheons - \$300; FBINAA conference (1) - \$950; Defensive Tactics - \$36,000; Investigative / Interview Courses for Patrol Officers - \$6,200; Patrol bicycle and mechanic courses - \$1,000; Commercial Vehicle Enforcement Investigations - \$750; Advanced Accident Investigation (2) - \$1,200; Accident reconstruction training - \$1,200; USPCA annual certification and conference (2) - \$2,200; NPCA annual narcotics certification (2) - \$200; Basic SWAT (2) - \$820; Negotiator training classes - \$1,200 - SWAT explosive update training (1) - \$1,000; IACP membership (4) - \$480; Writing Search Warrants - \$450; TPA membership (58) - \$1,740; IPMBA membership - \$150; FBINAA membership (1) - \$75; TTPOA (SWAT) team membership - \$150; NTOA (SWAT) team membership - \$150; TAHN (negotiators) membership - \$150.

**44535 Financial Service Fees**

**9,526**

Department audit fees - \$9,526.

**44540 Professional Services**

**28,800**

Towing fees - \$1,500; medical expenses for prisoners - \$20,000; K-9 veterinarian expenses - \$6,700; biohazard decontamination - \$600.

**44701 Salary Attrition**

**-142,904**

Represents 2% of salary costs.

**CCPD - Criminal Investigations  
117-209-3**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,929,721	2,073,924	2,253,299	2,079,232	2,051,948
Supplies	41,508	37,510	55,300	50,085	40,200
Maintenance	0	0	0	0	0
Services	454,943	415,288	372,239	413,724	201,506
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>2,426,172</b>	<b>2,526,723</b>	<b>2,680,838</b>	<b>2,543,041</b>	<b>2,293,654</b>

**Objectives**

- Conduct follow-up investigation on all cases involving an arrest, including traffic and alcohol-related offenses.
- Provide follow-up investigation of all cases with a high solvability factor.
- Track all registered sex offenders in the city to ensure compliance.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Follow-up investigation for 100% of all applicable arrests	1,250	1,069	1,380	1,380	1,300
Follow-up investigation for 100% of all high solvability cases	1,532	1,679	1,620	1,620	1,700
Track all registered sex offenders in the city to ensure compliance.	NA	81	24	24	22

**CCPD - Criminal Investigations  
117-209-3**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
41100 Salaries-Full Time	1,450,392	1,578,883	1,715,263	1,605,620	1,553,900	-1.58%	-9.41%
41107 Salaries-Overtime	80,470	53,495	65,000	52,553	65,000	21.51%	0.00%
41210 Uniform Allowance	20,294	23,426	25,200	21,433	25,200	7.57%	0.00%
41212 Certification Pay	21,260	23,994	22,620	20,099	19,560	-18.48%	-13.53%
41236 TMRS Benefits	297,916	326,651	350,327	310,000	317,581	-2.78%	-9.35%
41247 Medicare	21,938	23,629	25,769	24,000	23,389	-1.02%	-9.24%
41271 Salaries-Longevity	13,968	16,636	15,984	16,488	15,456	-7.09%	-3.30%
41272 Salaries-Holiday Pay	726	0	2,800	0	2,800	NA	0.00%
41273 Salaries-SLBB	22,757	27,210	30,336	29,039	29,062	6.81%	-4.20%
<b>Personnel Services Subtotal</b>	<b>1,929,721</b>	<b>2,073,924</b>	<b>2,253,299</b>	<b>2,079,232</b>	<b>2,051,948</b>	<b>-1.06%</b>	<b>-8.94%</b>
42200 Operating Supplies	9,002	4,587	4,150	5,500	4,150	-9.53%	0.00%
42220 Clothing Supplies	537	0	1,000	165	0	0.00%	NA
42252 Educational & Rec.	440	0	1,100	420	1,100	NA	0.00%
42281 Apparatus and Tools	3,809	2,868	9,050	14,000	9,950	246.88%	9.94%
42285 Motor Vehicle Fuel	27,720	30,055	40,000	30,000	25,000	-16.82%	-37.50%
<b>Supplies Subtotal</b>	<b>41,508</b>	<b>37,510</b>	<b>55,300</b>	<b>50,085</b>	<b>40,200</b>	<b>7.17%</b>	<b>-27.31%</b>
44505 Training, travel, dues	41,224	25,620	26,055	26,055	26,055	1.70%	0.00%
44540 Professional Services	49,689	53,850	61,580	58,000	61,290	13.82%	-0.47%
44627 Ins, Fleet & IT Charges	364,031	335,818	329,670	329,669	155,200	-53.78%	-52.92%
44701 Salary Attrition			-45,066		-41,039		
<b>Services Subtotal</b>	<b>454,943</b>	<b>415,288</b>	<b>372,239</b>	<b>413,724</b>	<b>201,506</b>	<b>-51.48%</b>	<b>-45.87%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>2,426,172</b>	<b>2,526,723</b>	<b>2,680,838</b>	<b>2,543,041</b>	<b>2,293,654</b>	<b>-9.22%</b>	<b>-14.44%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease Payments &amp; Insurance</b>	<b>104,700</b>	<b>86,926</b>	<b>102,935</b>	<b>104,140</b>	<b>102,545</b>	<b>17.97%</b>	<b>-0.38%</b>

**Comments / Justification**

**42200 Operating Supplies**

**4,150**

Evidence packaging \$1,600; evidence processing \$900; crime scene supplies \$700; presumptive drug test kits \$600; protective gloves and clothing \$350.

**42281 Apparatus and Tools**

**9,950**

Misc. items - hard drives, memory storage devices, etc. \$4,000; forensic hardware and equipment \$4,800; Interview Room replacement parts \$150; GPS device tracking service \$600; refrigerator \$400.

**44505 Training, travel, dues**

**26,055**

Crimes against persons training \$7,200; property crimes investigations \$2,000; financial crimes \$1,000; crime analysis \$1,000; computer and cell phone forensics training, \$5,000; Crime Scene investigations \$2,000; Command Management \$1,000; Travel exp. \$3,840; Professional memberships \$3,015.

**44540 Professional Services**

**61,290**

Evidence Processing fees \$16,000; IFL Contract \$27,600; DNA Processing \$3,100; AFIS \$2,615; subscriber database fees - Accurint, Workforce Comm. \$5,675; Callyo \$1,700; Dept. Toll Tag \$2,400; CJIS Service \$200; Wrecker service fees \$2,000.

**44701 Salary Attrition**

**-41,039**

Represents 2% of salary costs

**CCPD - Technical Services  
117-209-4**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	1,462,794	1,505,763	1,542,842	1,501,236	1,576,035
Supplies	139,060	263,263	137,880	194,426	291,280
Maintenance	106,638	115,854	132,800	132,800	104,800
Services	701,866	571,605	843,740	736,692	839,375
Capital Outlay	49,234	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>2,459,592</b>	<b>2,456,485</b>	<b>2,657,262</b>	<b>2,565,154</b>	<b>2,811,490</b>

**Objectives**

- Provide a maximum of a 3-minute response time for Priority 1 calls for service, measured from the beginning of the telephone call to the dispatch of the appropriate unit.
- Provide a maximum of a 4-minute response time to dispatch non-emergency calls for service.
- Conduct five education programs with the Citizen's Police Academy, Grapevine-Colleyville Independent School District and other service organizations.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Average response time for all Priority 1 calls (minutes)	3:00	NA	3:00	3:00	3:00
Average response time for non-emergency calls (minutes)	4:00	NA	4:00	4:00	4:00
Education programs conducted	5	NA	5	5	5

**CCPD - Technical Services  
117-209-4**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	1,105,218	1,124,585	1,179,856	1,100,000	1,208,836	7.49%	2.46%
41107 Salaries-Overtime	55,642	67,503	31,282	90,000	31,282	-53.66%	0.00%
41180 Salaries-Pt. and Hourly	3,508	0	4,245	0	4,330	NA	2.00%
41210 Uniform Allowance	1,174	1,233	1,200	1,166	1,200	-2.67%	0.00%
41212 Certification Pay	3,261	4,620	3,240	4,243	4,680	1.30%	44.44%
41224 PARS Benefits	46	55	55	0	56	1.82%	1.82%
41236 TMRS Benefits	225,235	237,396	243,590	240,156	247,634	4.31%	1.66%
41247 Medicare	17,273	17,839	18,505	17,637	18,902	5.96%	2.15%
41271 Salaries-Longevity	8,167	9,772	8,496	8,348	7,680	-21.41%	-9.60%
41272 Salaries-Holiday Pay	31,177	30,589	32,000	27,105	32,000	4.61%	0.00%
41273 Salaries-SLBB	12,094	12,172	20,373	12,581	19,435	59.67%	-4.60%
<b>Personnel Services Subtotal</b>	<b>1,462,794</b>	<b>1,505,763</b>	<b>1,542,842</b>	<b>1,501,236</b>	<b>1,576,035</b>	<b>4.67%</b>	<b>2.15%</b>
42200 Operating Supplies	76,187	81,715	71,280	71,280	74,280	-9.10%	4.21%
42252 Educational & Rec.	1,313	0	1,700	62	1,700	NA	0.00%
42261 Postage Charges	7,860	8,626	6,800	6,800	6,800	-21.17%	0.00%
42281 Apparatus and Tools	52,409	171,910	56,100	115,284	207,500	20.70%	269.88%
42285 Motor Vehicle Fuel	1,292	1,011	2,000	1,000	1,000	-1.11%	-50.00%
<b>Supplies Subtotal</b>	<b>139,060</b>	<b>263,263</b>	<b>137,880</b>	<b>194,426</b>	<b>291,280</b>	<b>10.64%</b>	<b>111.26%</b>
43465 Misc. Equipment Maint.	106,638	115,854	132,800	132,800	104,800	-9.54%	-21.08%
<b>Maintenance Subtotal</b>	<b>106,638</b>	<b>115,854</b>	<b>132,800</b>	<b>132,800</b>	<b>104,800</b>	<b>-9.54%</b>	<b>-21.08%</b>
44500 IT Software Licence & Maint Fees		0	125,000	100,000	126,050	NA	0.84%
44505 Training, travel, dues	7,642	8,661	19,975	18,000	20,280	134.14%	1.53%
44525 Utilities	156,046	193,073	179,930	180,000	179,930	-6.81%	0.00%
44535 Financial Service Fees	0	0	0	900	750	NA	NA
44540 Professional Services	173,361	169,096	306,200	200,000	320,589	89.59%	4.70%
44573 Leases and Rentals	788	631	6,200	500	1,000	58.59%	-83.87%
44627 Insurance, Fleet and IT	364,030	200,144	237,292	237,292	222,297	11.07%	-6.32%
44701 Salary Attrition			-30,857		-31,521		
<b>Services Subtotal</b>	<b>701,866</b>	<b>571,605</b>	<b>843,740</b>	<b>736,692</b>	<b>839,375</b>	<b>46.85%</b>	<b>-0.52%</b>
<b>Capital Outlay Subtotal</b>	<b>49,234</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>2,459,592</b>	<b>2,456,485</b>	<b>2,657,262</b>	<b>2,565,154</b>	<b>2,811,490</b>	<b>14.45%</b>	<b>5.80%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease Payments &amp; Insurance</b>	<b>631,477</b>	<b>749,566</b>	<b>905,985</b>	<b>825,626</b>	<b>1,043,679</b>	<b>39.24%</b>	<b>15.20%</b>

**CCPD - Technical Services**  
**117-209-4**  
**Comments / Justification**

**42200   Operating Supplies** **74,280**

Replacement printer, fax and copier cartridges - \$3,250; Miscellaneous office supplies for PD - \$12,000; Copy machine costs (7) copiers - \$35,000; Arrest folders - \$2,000; Ticket writer paper & supplies - \$3,500; Misc printed forms - \$9,700; CD-R's & DVD-R's - \$8,000; Subscriptions & trade publications - \$130; Tablet screen cleaning supplies - \$300; Batteries - \$400

**42261   Postage Charges** **6,800**

Postage & shipping charges - \$6,800.

**42281   Apparatus and Tools** **207,500**

Replacement computer, printer & typewriter parts - \$8,400; Replacement printers - \$3,200; Replacement monitors - \$3,500; Replacement servers with software - \$12,500; Replacement laptops - \$11,000; Animal Services tablets - \$14,400; Misc supplies for tablets, MVS, etc - \$5,000; Replacement firewall - \$2,500; Replacement desktop UPS and batteries - \$2,000; Mobile Radios \$100,000; Cradlepoint Wi-Fi Cellular Modems \$45,000.

**43465   Misc. Equip Maint.** **104,800**

Livescan system maintenance - \$13,500; Radio subscriber maintenance - \$62,000; Radio repair not covered by contract - \$10,000; FRED maintenance - \$4,300; Recording equipment maintenance - \$15,000.

**44500   IT Software License & Maint Fees** **126,050**

Windows Software Licenses - \$10,000; Cry Wolf software maint. - \$3,500; Netmotion software maint. - \$5,500; VMWare software maint. - \$10,800; Critical software maint. - \$1,000; Adobe Creative Cloud - \$6,000; CRIMES maint. - \$55,000; Mobile Forensic Examiner maint. - \$1,050; EnCase Forensic Software - \$1,300; Crimeview Software maint. - \$3,500; Fortis Document Imaging maint. - \$4,800; Cellular Evidence Recovery Software - \$6,600; LaserFiche - \$17,000.

**44505   Training, travel, dues** **20,280**

Continuing emergency communications training - \$9,300; TLETS trainer certification - \$750; Microsoft continuing education - \$6,000; NE Tarrant County Records Assoc dues - \$450; Notary Public licenses - \$975; Motorola Texas User group dues - \$60; IACP dues - \$120; FBINAA dues - \$95; APCO dues - \$1,140; TCJIUG dues - \$60; NENA dues - \$1,330.

**44525   Utilities** **179,930**

Cellular voice & data charges - \$80,000; Phone line for Livescan - \$730; Phone line for 911 system - \$730; DSL/Broadband lines at PD - \$1,700; Broadband at Outreach Center - \$2,600; Phone lines at Outreach Center - \$840; Water at Outreach Center - \$1,200; Electricity at Outreach Center - \$3,600; TLETS satellite modem line - \$730; AT&T language line - \$2,500; Security line for radio tower site - \$1,100; T1 lines for radio system (3) - \$25,200; Monthly PD phone charges - \$59,000.

**44535   Financial Service Fees** **1,000**

Bank credit card fees.

**44540   Professional Services** **320,589**

Large storage server maintenance - \$7,700; Database management - \$20,000; ALPR maintenance - \$12,800; Radio system management & maintenance - \$118,000; AVID maintenance - \$1,500; Crimereports.com - \$1,800; SharePoint support - \$25,000; Radio Interop with FTW - \$10,944; Brazos Technology ticket writer maintenance - \$30,000; Taser body worn camera storage - \$66,745; Lexipol maintenance - \$10,800; Media Sonar - \$4,800; Vigilant ALPR national database - \$7,500; Dispatch console cleaning - \$3,000.

**44573   Leases and Rentals** **1,000**

Pagers - \$1,000.

**44701   Salary Attrition** **-31,521**

This represents 2% of personnel costs.

**CCPD - Commercial Vehicle Enforcement  
217-209-9**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	25,452	37,805	39,958	37,903	0
Supplies	4,022	1,803	8,400	2,019	12,870
Maintenance	0	0	0	0	0
Services	2,163	2,923	3,650	6,300	8,900
Capital Outlay	6,572	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>38,208</b>	<b>42,531</b>	<b>52,008</b>	<b>46,222</b>	<b>21,770</b>

**Objectives**

- Improve the safety of the roadways / freeways within the City limits of Grapevine.
- Stop and inspect commercial vehicles for safety violations (mechanical issues, equipment violations, etc.).

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Commercial Vehicle Enforcement Revenue	\$187,226	\$153,662	\$200,000	\$200,000	\$173,297

**CCPD - Commercial Vehicle Enforcement  
217-209-9**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	21,190	31,409	32,461	31,332	0	-100.00%	-100.00%
41236 TMRS Benefits	3,956	5,938	6,345	6,111	0	-100.00%	-100.00%
41247 Medicare	305	452	480	460	0	-100.00%	-100.00%
<b>Personnel Services Subtotal</b>	<b>25,452</b>	<b>37,805</b>	<b>39,958</b>	<b>37,903</b>	<b>0</b>	<b>-100.00%</b>	<b>-100.00%</b>
42200 Operating Supplies	1,203	266	1,800	700	1,400	425.72%	-22.22%
42220 Clothing Supplies	2,116	32	2,600	1,000	1,770	5434.71%	-31.92%
42281 Apparatus and Tools	702	1,505	0	244	200	-86.71%	NA
42285 Motor Vehicle Fuel	0	0	4,000	75	9,500	NA	137.50%
<b>Supplies Subtotal</b>	<b>4,022</b>	<b>1,803</b>	<b>8,400</b>	<b>2,019</b>	<b>12,870</b>	<b>613.86%</b>	<b>53.21%</b>
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
44505 Training, travel, dues	2,163	2,923	3,650	6,300	8,900	204.50%	143.84%
<b>Services Subtotal</b>	<b>2,163</b>	<b>2,923</b>	<b>3,650</b>	<b>6,300</b>	<b>8,900</b>	<b>204.50%</b>	<b>143.84%</b>
<b>Capital Outlay Subtotal</b>	<b>6,572</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>38,208</b>	<b>42,531</b>	<b>52,008</b>	<b>46,222</b>	<b>21,770</b>	<b>-48.81%</b>	<b>-58.14%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>12,756</b>	<b>4,726</b>	<b>8,050</b>	<b>8,244</b>	<b>12,270</b>	<b>159.64%</b>	<b>52.42%</b>

**Comments / Justification**

**42200 Operating Supplies**

**1,400**

CVSA decals \$100; cleaning supplies \$300; Printing supplies \$750; Office supplies \$250.

**44505 Training, travel, dues**

**8,900**

State CVE training \$1,200; Commercial vehicle safety association \$500; CVSA Annual conference \$3,000; CVSA COHMED Conference (Hazmat) \$3,000; Tx. State Inspection Challenge \$1,200.

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
LAKE PARKS SPECIAL REVENUE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	(958,738)	(820,930)	(1,100,605)	(1,100,605)	(1,574,854)
<b>OPERATING REVENUE:</b>					
Boat Ramp Fees	146,480	103,222	150,000	45,000	112,500
Pavilion Fees	53,110	52,860	60,000	40,000	46,500
Camping Fees	1,369,574	1,525,383	1,525,000	1,002,049	1,162,500
Entrance Fees	345,371	392,055	380,000	112,530	292,500
Merchandise Sales	72,658	85,797	90,000	36,310	71,250
Interest & Misc. Income	53,346	50,355	30,000	47,515	40,000
<b>Total Operating Revenue</b>	<b>2,040,540</b>	<b>2,209,672</b>	<b>2,235,000</b>	<b>1,283,404</b>	<b>1,725,250</b>
<b>TRANSFERS IN:</b>	0	0	0	0	0
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,040,540</b>	<b>2,209,672</b>	<b>2,235,000</b>	<b>1,283,404</b>	<b>1,725,250</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	161,759	190,863	151,111	93,563	156,248
Supplies	226,804	268,836	156,100	82,468	184,100
Maintenance	90,536	197,773	117,500	45,810	111,000
Services	1,095,982	1,248,654	1,211,951	1,050,423	1,209,091
Capital Outlay	0	91,723	18,000	5,000	81,000
<b>Total Operating Expenditures</b>	<b>1,575,081</b>	<b>1,997,849</b>	<b>1,654,662</b>	<b>1,277,264</b>	<b>1,741,439</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	0	167,524	159,375	159,375	121,050
Transfer to Debt Service Fund	327,651	323,973	321,014	321,014	0
<b>Total Transfers Out</b>	<b>327,651</b>	<b>491,497</b>	<b>480,389</b>	<b>480,389</b>	<b>121,050</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>1,902,732</b>	<b>2,489,347</b>	<b>2,135,051</b>	<b>1,757,653</b>	<b>1,862,489</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>137,808</b>	<b>(279,674)</b>	<b>99,949</b>	<b>(474,249)</b>	<b>(137,239)</b>
<b>ENDING FUND BALANCE:</b>	<b>(820,930)</b>	<b>(1,100,605)</b>	<b>(1,000,656)</b>	<b>(1,574,854)</b>	<b>(1,712,093)</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
 LAKE PARKS SPECIAL REVENUE FUND  
 DEPARTMENTAL SUMMARY

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	161,759	190,863	151,111	93,563	156,248
Supplies	226,804	268,836	156,100	82,468	184,100
Maintenance	90,536	197,773	117,500	45,810	111,000
Services	1,095,982	1,248,654	1,211,951	1,050,423	1,209,091
Capital Outlay	0	91,723	18,000	5,000	81,000
Transfers	327,651	491,497	480,389	480,389	121,050
<b>Total</b>	<b>1,902,732</b>	<b>2,489,347</b>	<b>2,135,051</b>	<b>1,757,653</b>	<b>1,862,489</b>

<b><u>LAKE PARKS FUND</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Assistant Parks & Recreation Director	0.5	0.5	0	0	0
Park Event Manager	0	0	0.5	0.5	0.5
Park Foreman	1	1	0	0	0
Campground Supervisor	0	0	1	1	1
Park Crew Worker	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

<b><u>PART-TIME POSITIONS</u></b>					
Intern	0.19	0.19	0.19	0.19	0.19
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>

<b>TOTAL LAKE PARKS POSITIONS</b>	<b>2.69</b>	<b>2.69</b>	<b>2.69</b>	<b>2.69</b>	<b>2.69</b>
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**Parks & Recreation - Lake Parks  
119-312-9**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	161,759	190,863	151,111	93,563	156,248
Supplies	226,804	268,836	156,100	82,468	184,100
Maintenance	90,536	197,773	117,500	45,810	111,000
Services	1,095,982	1,248,654	1,211,951	1,050,423	1,209,091
Capital Outlay	0	91,723	18,000	5,000	81,000
Transfers	327,651	491,497	480,389	480,389	121,050
<b>Total</b>	<b>1,902,732</b>	<b>2,489,347</b>	<b>2,135,051</b>	<b>1,757,653</b>	<b>1,862,489</b>

**Objectives**

- Obtain and maintain high national, state, and professional campground ratings.
- Market / advertise / promote campground to meet 65% occupancy goal.
- Develop a Lake Parks wide marketing program to reduce subsidization of non campground parks.
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Campground occupancy rate	66%	61%	65%	65%	65%
Annual boat ramp passes sold (resident / non-resident)	833 / 411	634 / 331	675 / 375	675 / 375	750/400
Pavilion rentals	201	200	125	125	200
Revenue	\$2,040,540	\$2,209,672	\$2,175,000	\$2,175,000	\$2,287,000
Lake Park Recreation Program Participation	N/A	N/A	N/A	N/A	1,000

**Parks & Recreation - Lake Parks  
119-312-9**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	120,978	142,403	114,355	69,115	115,375	-18.98%	0.89%
41107 Salaries-Overtime	10,952	13,757	4,000	7,380	8,000	-41.85%	100.00%
41180 Salaries-Pt. and Hourly	1,281	54	4,866	0	4,866	8993.63%	0.00%
41224 PARS	17	1	63	0	63	8900.00%	0.00%
41236 TMRS Benefits	24,809	29,963	23,201	14,800	23,922	-20.16%	3.11%
41247 Medicare	1,917	2,254	1,827	1,086	1,890	-16.14%	3.45%
41271 Salaries-Longevity	576	1,190	600	312	432	-63.70%	-28.00%
41273 Salaries-SLBB	1,230	1,242	2,199	870	1,700	36.88%	-22.69%
<b>Personnel Services Subtotal</b>	<b>161,759</b>	<b>190,863</b>	<b>151,111</b>	<b>93,563</b>	<b>156,248</b>	<b>-18.14%</b>	<b>3.40%</b>
42200 Operating Supplies	115,269	140,740	50,000	65,000	55,000	-60.92%	10.00%
42205 Chemical Supplies	1,634	11,122	8,000	60	9,500	-14.58%	18.75%
42220 Clothing Supplies	4,676	4,969	8,000	3,000	6,500	30.81%	-18.75%
42252 Educational & Rec. Suppl	0	0	0	0	18,000	NA	NA
42261 Postage Charges	69	26	100	15	100	278.79%	0.00%
42281 Apparatus and Tools	43,311	37,507	30,000	8,000	30,000	-20.02%	0.00%
42285 Motor Vehicle Fuel	7,537	9,886	5,000	5,000	5,000	-49.42%	0.00%
42300 Merchandise COGS	54,309	64,585	55,000	1,393	60,000	-7.10%	9.09%
<b>Supplies Subtotal</b>	<b>226,804</b>	<b>268,836</b>	<b>156,100</b>	<b>82,468</b>	<b>184,100</b>	<b>-31.52%</b>	<b>17.94%</b>
43350 Buildings	37,666	90,546	45,000	15,000	40,000	-55.82%	-11.11%
43355 Recreation Facilities	49,043	101,242	65,000	30,210	65,000	-35.80%	0.00%
43430 Motor Vehicle Maint.	49	301	2,500	600	2,000	565.20%	-20.00%
43465 Misc. Equipment Maint.	3,778	2,985	5,000	0	4,000	34.02%	-20.00%
<b>Maintenance Subtotal</b>	<b>90,536</b>	<b>197,773</b>	<b>117,500</b>	<b>45,810</b>	<b>111,000</b>	<b>-43.88%</b>	<b>-5.53%</b>
44505 Training, travel, dues	12,193	10,412	7,500	9,000	8,000	-23.16%	6.67%
44525 Utilities	193,428	186,324	225,000	190,000	225,000	20.76%	0.00%
44535 Financial Service Fees	0	0	1,528	19,000	56,472	NA	3595.81%
44540 Professional Services	770,060	918,434	835,000	700,000	770,000	-16.16%	-7.78%
44560 Marketing & Promotion	0	0	40,000	26,000	40,000	NA	0.00%
44573 Leases and Rentals	67,815	77,634	45,000	48,500	47,500	-38.82%	5.56%
44627 Ins., Fleet & IT Charges	50,087	53,320	55,423	55,423	59,619	11.81%	7.57%
47904 Arbitrage Fee	2,400	2,530	2,500	2,500	2,500	-1.19%	0.00%
<b>Services Subtotal</b>	<b>1,095,982</b>	<b>1,248,654</b>	<b>1,211,951</b>	<b>1,050,423</b>	<b>1,209,091</b>	<b>-3.17%</b>	<b>-0.24%</b>
48840 Buildings	0	91,723	0	0	10,000	-89.10%	NA
48860 Machinery & Equipment	0	0	18,000	5,000	71,000	NA	294.44%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>91,723</b>	<b>18,000</b>	<b>5,000</b>	<b>81,000</b>	<b>-11.69%</b>	<b>350.00%</b>
54100 Administrative Fee-7.5%	0	167,524	159,375	159,375	121,050	-27.74%	-24.05%
54130 Trans. to Debt Service	327,651	323,973	321,014	321,014	0	-100.00%	-100.00%
<b>Transfers Subtotal</b>	<b>327,651</b>	<b>491,497</b>	<b>480,389</b>	<b>480,389</b>	<b>121,050</b>	<b>-75.37%</b>	<b>-74.80%</b>
<b>LAKE PARKS TOTAL</b>	<b>1,902,732</b>	<b>2,489,347</b>	<b>2,135,051</b>	<b>1,757,653</b>	<b>1,862,489</b>	<b>-25.18%</b>	<b>-12.77%</b>
<b>Less Salaries, Vehicle Maintenance &amp; Fuel, Lease</b>	<b>1,683,300</b>	<b>2,234,977</b>	<b>1,921,017</b>	<b>1,603,067</b>	<b>1,639,622</b>	<b>-26.64%</b>	<b>-14.65%</b>

**Parks & Recreation - Lake Parks**

**119-312-9**

**Comments / Justification**

<b><u>42200</u></b> <b><u>Operating Supplies</u></b>	<b>55,000</b>
Office, Cabin, Amenity, Store Supplies - \$42,000; print of collateral material/marketing pieces - \$8,000; Linens for Cabins - \$5,000.	
<b><u>42205</u></b> <b><u>Chemical Supplies</u></b>	<b>9,500</b>
Fireant control, weed control, fertilizer, janitorial cleaners.	
<b><u>42252</u></b> <b><u>Educational &amp; Rec Supp</u></b>	<b>18,000</b>
Concert Series - \$4,000; Easter Activities -\$1,000; Halloween Activities \$1,000; SpringFest Event - \$4,000; FallFest Event - \$4,000; Misc. Activity Supplies throughout the year \$3,000; Event Food Beverage (i.e. s'mores, donuts, hotdogs, etc.) - \$1,000.	
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b>	<b>30,000</b>
Trash cans, kayaks, outdoor furniture, tools.	
<b><u>42300</u></b> <b><u>Merchandise COGS</u></b>	<b>60,000</b>
This is Cost of Goods Sold that are for resale mainly in The Vineyards Camp Store and some through our other lake parks. This includes perishable/non-perishable food items, camping supplies, toys, ice, etc.	
<b><u>43355</u></b> <b><u>Recreation Facilities</u></b>	<b>65,000</b>
Picnic tables, Fire Rings, bbq grills, docks/repair, signage shade/picnic pavilions, sand.	
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b>	<b>8,000</b>
ARVC Management School - \$2,000; TACO Conference (2) - \$800; TACO Dues \$800; ARVC Dues - \$600; 20 Group Meetings - \$1,500; 20 Group Dues - \$400; Trail Conference/School or Equivalent - \$1,000; Hospitality - \$900.	
<b><u>44525</u></b> <b><u>Utilities</u></b>	<b>225,000</b>
Electrical - \$173,000; Water - \$40,000; Cable - \$5,000; Wi-Fi - \$3,000; Telephone - \$4,000.	
<b><u>44535</u></b> <b><u>Financial Services Fees</u></b>	<b>56,472</b>
Bank Credit Card Fees \$55,000; Audit fee \$1,472.	
<b><u>44540</u></b> <b><u>Professional Services</u></b>	<b>770,000</b>
Tree Maintenance - \$100,000; Janitorial - \$180,000; Mowing - \$110,000; Cabin Cleaning - \$80,000; Contractors/Camp Hosts - \$300,000; Laundry Services & Misc. Contractor Services.	
<b><u>44560</u></b> <b><u>Marketing &amp; Promotion</u></b>	<b>40,000</b>
Various Print and digital marketing and promotions for The Vineyards & other Lake Parks - \$40,000.	
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b>	<b>47,500</b>
Port-a-potties - \$38,000, Misc. Equipment - \$9,500.	
<b><u>48860</u></b> <b><u>Machinery &amp; Equipment</u></b>	<b>71,000</b>
Wi-Fi Nodes for Vineyards and MM Park. \$6,000; Tech upgrades at RL - \$3,000; Pumps for lift stations in Lake Parks \$5,000; Cable conversion equipment (all sites) - \$12,000; Revenue collecting kiosks for park and boat ramp usage - \$45,000.	

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
4B TRANSIT FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	12,896,954	16,154,778	6,883,186	6,883,186	7,103,654
<b>OPERATING REVENUE:</b>					
Sales Tax	12,290,417	13,012,488	13,305,644	13,839,252	14,250,000
Interest Income	17,649	5,919	27,000	17,000	6,000
Miscellaneous	0	19,500,000	0	0	0
<b>Total Operating Revenue</b>	<b>12,308,066</b>	<b>32,518,407</b>	<b>13,332,644</b>	<b>13,856,252</b>	<b>14,256,000</b>
<b>TRANSFERS IN:</b>					
Transfer in from Visitor Shuttle Fund	244,460	0	0	0	0
<b>Total Transfers In</b>	<b>244,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>12,552,526</b>	<b>32,518,407</b>	<b>13,332,644</b>	<b>13,856,252</b>	<b>14,256,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	0	0	0	0	0
Supplies	0	0	0	0	0
Services	3,491	713,534	290,000	495,382	7,046,398
Contractual Services - The T 3/8 Cent	8,619,843	8,829,174	9,084,424	9,084,424	9,740,000
Community Distributions	100,000	100,000	0	0	0
Capital Outlay	0	29,498,663	0	0	0
<b>Total Operating Expenditures</b>	<b>8,723,334</b>	<b>39,141,371</b>	<b>9,374,424</b>	<b>9,579,806</b>	<b>16,786,398</b>
<b>TRANSFERS OUT:</b>					
Transfer to Visitor Shuttle Fund	298,819	365,179	344,809	344,809	372,500
Transfer to Economic Development Fund	0	2,000,000	3,326,411	3,459,813	3,562,500
Transfer to General Fund - Admin Fee	272,548	283,450	251,356	251,356	0
<b>Total Transfers Out</b>	<b>571,368</b>	<b>2,648,629</b>	<b>3,922,576</b>	<b>4,055,978</b>	<b>3,935,000</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>9,294,702</b>	<b>41,790,000</b>	<b>13,296,999</b>	<b>13,635,784</b>	<b>20,721,398</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>3,257,824</b>	<b>(9,271,592)</b>	<b>35,644</b>	<b>220,468</b>	<b>(6,465,398)</b>
<b>ENDING FUND BALANCE:</b>	<b>16,154,778</b>	<b>6,883,186</b>	<b>6,918,830</b>	<b>7,103,654</b>	<b>638,256</b>
<b>RESERVES:</b>					
Reserved for Economic Development Projects	2,173,242	638,256	638,256	638,256	638,256
Reserved for Train Station Improvements	13,981,536	6,244,930	6,280,574	6,465,398	0
<b>Total Reserves</b>	<b>16,154,778</b>	<b>6,883,186</b>	<b>6,918,830</b>	<b>7,103,654</b>	<b>638,256</b>

**4B Transit and Capital Improvement Funds  
Funds 120 & 122**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	0
Maintenance	0	0	0	0	0
Services	8,723,334	9,642,708	9,374,424	9,579,806	16,786,398
Capital Outlay	0	29,498,663	0	0	0
Transfers	571,368	2,648,629	3,922,576	4,055,978	3,935,000
<b>Total</b>	<b>9,294,702</b>	<b>41,790,000</b>	<b>13,296,999</b>	<b>13,635,784</b>	<b>20,721,398</b>

**Objectives**

- Provide funding for the development of commuter rail service. Voters approved a 3/8-cent sales tax increase that commenced on April 1, 2007.
- Accumulate funding for the land acquisition, design, construction and operation of a passenger rail station.
- Provide funding for 50% of the operations of the Grapevine Visitor Shuttle system.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Contractual payments to the the Fort Worth Transit Authority (The "T")	8,619,843	8,829,174	9,084,424	9,084,424	9,740,000
Reserved for Train Station Improvements	13,981,536	6,244,930	6,280,574	6,465,398	0
Transfers to Grapevine Visitor Shuttle system	298,819	365,179	344,809	344,809	372,500

**Fund 120 - 4B Transit Fund**

<u>Revenue Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
31204 Sales Tax	8,715,679	9,240,844	9,979,233	10,379,439	10,687,500	15.66%	7.10%
39230 Interest Income	2,086	374	2,000	2,000	1,000	167.31%	-50.00%
53216 Transfer in from Shuttle Fund	244,460	0	0	0	0	0.00%	0.00%
53700 Other Financing Sources							
<b>DIVISION TOTAL</b>	<b>8,962,225</b>	<b>9,241,218</b>	<b>9,981,233</b>	<b>10,381,439</b>	<b>10,688,500</b>	<b>15.66%</b>	<b>7.09%</b>
<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Supplies Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
44540 Professional Services	0	0	0	0	0	0.00%	0.00%
44688 Intergovernmental Expenditures	8,619,843	8,829,174	9,084,424	9,084,424	9,740,000	10.32%	7.22%
<b>Services Subtotal</b>	<b>8,619,843</b>	<b>8,829,174</b>	<b>9,084,424</b>	<b>9,084,424</b>	<b>9,740,000</b>	<b>10.32%</b>	<b>7.22%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
54216 Trans. to Visitor Shuttle Fund	298,819	365,179	344,809	344,809	372,500	2.00%	8.03%
<b>Transfers Subtotal</b>	<b>298,819</b>	<b>365,179</b>	<b>344,809</b>	<b>344,809</b>	<b>372,500</b>	<b>2.00%</b>	<b>8.03%</b>
<b>DIVISION TOTAL</b>	<b>8,918,662</b>	<b>9,194,353</b>	<b>9,429,233</b>	<b>9,429,233</b>	<b>10,112,500</b>	<b>9.99%</b>	<b>7.25%</b>

**Comments / Justification**

**44688 Intergovernmental Expenditures**

This represents the amount of the 3/8-cent sales tax to be remitted to The T.

**9,740,000**

**54216 Trans. to Visitor Shuttle Fund**

This represents 50% of the operating cost of the Grapevine Visitor Shuttle for FY16.

**372,500**

**Fund 122 - 4B Capital Improvement**

<u>Revenue Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
31204 Sales Tax	3,574,738	3,771,644	3,326,411	3,459,813	3,562,500	-5.55%	7.10%
39230 Interest Income	25,811	7,691	25,000	15,000	5,000	-34.99%	-80.00%
39250 Change in Investment Value	-10,247	-2,145	0	0	0	-100.00%	0.00%
53700 Other Financing Sources	0	19,500,000	0	0	0	-100.00%	0.00%
<b>DIVISION TOTAL</b>	<b>3,590,301</b>	<b>23,277,189</b>	<b>3,351,411</b>	<b>3,474,813</b>	<b>3,567,500</b>	<b>-84.67%</b>	<b>6.45%</b>
<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Supplies Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
44535 Financial Service Fees	0	0	0	5,085	9,168	NA	NA
44540 Professional Services	3,491	17,917	290,000	25,000	7,037,230	39177.36%	2326.63%
44686 Community Distributions	100,000	100,000	0	0	0	-100.00%	0.00%
47678 Interest -4B Economic Dev 2014	0	442,689	0	465,297	0	-100.00%	0.00%
47905 Bond Issuance Expense	0	252,928	0	0	0	-100.00%	0.00%
<b>Services Subtotal</b>	<b>103,491</b>	<b>813,534</b>	<b>290,000</b>	<b>495,382</b>	<b>7,046,398</b>	<b>766.15%</b>	<b>2329.79%</b>
48800 Purchase of Land	0	29,498,663	0	0	0	-100.00%	0.00%
48840 Buildings	0	0	0	0	0	0.00%	0.00%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>29,498,663</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
54100 Trans. to Gen Fund - Admin Fee	272,548	283,450	251,356	251,356	0	-100.00%	-100.00%
54124 Trans. to Econ Devl Fund		2,000,000	3,326,411	3,459,813	3,562,500	78.13%	7.10%
<b>Transfers Subtotal</b>	<b>272,548</b>	<b>2,283,450</b>	<b>3,577,767</b>	<b>3,711,169</b>	<b>3,562,500</b>	<b>56.01%</b>	<b>-0.43%</b>
<b>DIVISION TOTAL</b>	<b>376,040</b>	<b>32,595,647</b>	<b>3,867,767</b>	<b>4,206,551</b>	<b>10,608,898</b>	<b>-67.45%</b>	<b>174.29%</b>

**Comments / Justification**

**44535 Financial Service Fees**

Audit fees \$9,168.

**9,168**

**44540 Professional Services**

Develop a Masterplan for the re-development of the Cotton Belt RR Corridor between Dooley St and Ball St driven by the TEX Rail Commuter Rail Operation. Planning program will include interviews with City Staff and City Council to explore the many visions for the corridor and ultimately hone those visions down to a final vision to establish desired components of the neighborhood. This vision will enable an architectural firm to begin the planning and preliminary architectural design of the TEX Rail Depot. The cost of the Masterplan is budgeted at \$120,000. The cost for Architectural Design Services is budgeted at \$170,000. Encumbrance for rail station engineering / design / construction \$6,562,406.

**7,037,230**

**54124 Trans. to Econ Devl Fund**

Represents the 1/8 cent portion of the sales tax that has been earmarked for economic development.

**3,562,500**

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
ECONOMIC DEVELOPMENT FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING FUND BALANCE:</b>	0	0	3,909,596	3,909,596	4,227,972
<b>OPERATING REVENUE:</b>					
Interest Income		1,416	20,000	5,500	16,197
<b>Total Operating Revenue</b>	<b>0</b>	<b>1,416</b>	<b>20,000</b>	<b>5,500</b>	<b>16,197</b>
<b>TRANSFERS IN:</b>					
Transfer in from General Fund		1,000,000			
Transfer in from 4B Fund		2,000,000	3,326,411	3,326,411	3,488,675
Transfer in from TIF 1 Fund		1,000,000			
<b>Total Transfers In</b>	<b>0</b>	<b>4,000,000</b>	<b>3,326,411</b>	<b>3,326,411</b>	<b>3,488,675</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>4,001,416</b>	<b>3,346,411</b>	<b>3,331,911</b>	<b>3,504,872</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	0	41,541	434,903	400,726	443,923
Supplies	0	3,733	15,000	15,000	7,800
Services	0	46,546	981,900	965,782	1,184,062
<b>Total Operating Expenditures</b>	<b>0</b>	<b>91,820</b>	<b>1,431,803</b>	<b>1,381,508</b>	<b>1,635,785</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	0	0	0	0	261,651
Transfer to Debt Service Fund	0	0	1,594,027	1,594,027	1,595,436
Transfer to Capital Equip Fund	0	0	38,000	38,000	0
<b>Total Transfers Out</b>	<b>0</b>	<b>0</b>	<b>1,632,027</b>	<b>1,632,027</b>	<b>1,857,087</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>0</b>	<b>91,820</b>	<b>3,063,830</b>	<b>3,013,535</b>	<b>3,492,872</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>0</b>	<b>3,909,596</b>	<b>282,581</b>	<b>318,376</b>	<b>12,000</b>
<b>ENDING FUND BALANCE:</b>	<b>0</b>	<b>3,909,596</b>	<b>4,192,177</b>	<b>4,227,972</b>	<b>4,239,973</b>

**Economic Development Fund  
124-124-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	0	41,541	434,903	400,726	443,923
Supplies	0	3,733	15,000	15,000	7,800
Services	0	46,546	981,900	965,782	1,184,062
Transfers	0	0	1,632,027	1,632,027	1,857,087
<b>Total</b>	<b>0</b>	<b>91,820</b>	<b>3,063,830</b>	<b>3,013,535</b>	<b>3,492,872</b>

**Objectives**

The Economic Development Department provides assistance in business attraction, relocation, and retention for the City of Grapevine. The department will plan, market, and direct the business recruitment, retention, and expansion programs for the City. Identifying quality business prospects and creating and executing successful marketing campaigns to attract those businesses to Grapevine is a top priority.

Departmental goals include maintaining positive relationships with developers, brokers, and other business professionals in order to encourage business expansion consistent with the City's mission and vision. The department also serves as a liaison between new businesses and City departments to assist with required permitting, utility service arrangements, building and fire codes, and zoning and occupancy issues.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
<b>Support Targeted real estate development:</b>					
- Complete a market and site context analysis		1	1	1	1
<b>Business retention and new business development:</b>					
- Local business visits		25	25	25	45
- Broker meetings		6	6	6	10
- Presentations to Chamber of Commerce and ED partnership meetings		12	12	12	12
- Network and retention events attended		12	12	12	18
- Leads obtained from network and retention events		25	25	25	35
- Trade shows attended		2	2	2	5
- Social media posts		25	25	25	1,000
<b>Market analysis and trends:</b>					
- Retail and transit oriented development study		1	1	1	1

**Economic Development Fund  
124-124-1**

<b>Expenditure Detail</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time		33,733	353,974	330,000	361,143	970.58%	2.03%
41236 TMRS Benefits		6,541	69,058	59,681	70,211	973.41%	1.67%
41247 Medicare		501	5,229	4,648	5,341	965.83%	2.14%
41271 Salaries-Longevity		0	816	816	936	NA	14.71%
41273 Salaries-SLBB		0	1,626	1,632	2,092	NA	28.66%
41275 Car Allowance		758	4,200	3,949	4,200	454.04%	0.00%
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>41,541</b>	<b>434,903</b>	<b>400,726</b>	<b>443,923</b>	<b>968.64%</b>	<b>2.07%</b>
42200 Operating Supplies		3,671	14,800	14,800	5,000	36.20%	-66.22%
42261 Postage and Related Charges		62	200	200	300	385.44%	50.00%
42285 Motor Vehicle Fuel		0	0	0	2,500	NA	NA
<b>Supplies Subtotal</b>	<b>0</b>	<b>3,733</b>	<b>15,000</b>	<b>15,000</b>	<b>7,800</b>	<b>108.96%</b>	<b>-48.00%</b>
44505 Training, travel, dues		0	18,500	24,082	25,000	NA	35.14%
44525 Utilities		0	2,500	2,500	5,000	NA	100.00%
44535 Financial Service Fees		0	0	0	1,649	NA	NA
44540 Professional Services		46,546	759,200	759,200	88,000	89.06%	-88.41%
44560 Marketing & Promotion		0	0	0	75,000	NA	NA
44565 Advert, Publications, Subscript		0	101,700	80,000	90,000	NA	-11.50%
44627 Insurance, Fleet & IT Charges		0	0	0	49,413	NA	NA
44686 Community Distributions		0	100,000	100,000	850,000	NA	750.00%
<b>Services Subtotal</b>	<b>0</b>	<b>46,546</b>	<b>981,900</b>	<b>965,782</b>	<b>1,184,062</b>	<b>2443.83%</b>	<b>20.59%</b>
54100 Trans. to Gen Fund - Admin Fee		0	0	0	261,651	NA	NA
54130 Trans. to Debt Service Fund		0	1,594,027	1,594,027	1,595,436	NA	0.09%
54325 Trans. to Capital Equip Fund		0	38,000	38,000	0	NA	-100.00%
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>1,632,027</b>	<b>1,632,027</b>	<b>1,857,087</b>	<b>NA</b>	<b>13.79%</b>
<b>FUND 124 TOTAL</b>	<b>0</b>	<b>91,820</b>	<b>3,063,830</b>	<b>3,013,535</b>	<b>3,492,872</b>	<b>3704.04%</b>	<b>14.00%</b>
<b>Less Salaries &amp; Fuel, Insurance, Debt Service &amp; Admin. Fee</b>	<b>0</b>	<b>50,279</b>	<b>1,034,900</b>	<b>1,018,782</b>	<b>1,139,949</b>	<b>2167.24%</b>	<b>10.15%</b>

**Comments / Justification**

**44505 Training, travel, dues** 25,000  
**ED Manager** - ICSC Dues \$50; Texas ICSC Conf \$500; ICSC Conf \$3,000; Local Conferences \$1,000; ED Travel \$5,000 ED Director - ICSC Dues \$50; Texas ICSC Conf \$500; ICSC Conf \$3,000; Local Conferences \$1,000; ED Travel \$5,000; **ED Coordinator**- ICSC Dues \$50; Texas ICSC Conf \$500; ICSC Conf \$3,000; Local Conferences \$500; ED Travel \$1,850.

**44525 Utilities** 5,000  
 Cell phone for ED Director & Coordinator at \$2,500 each.

**44535 Financial Service Fees** 1,649  
 Audit fees \$1,649.

**44540 Professional Services** 88,000  
 Demographics \$1,500; Economic Development Studies \$30,000; Chamber of Commerce Business Retention and Expansion program \$12,000.

**44627 Insurance, Fleet & IT Charges** 49,413  
 Employee health, dental and life insurance costs \$38,503; I.T. support charges \$10,910.

**44686 Community Distributions** 850,000  
 Reserved for potential Economic Development incentives.

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
UTILITY ENTERPRISE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING WORKING CAPITAL:</b>	6,625,733	6,253,108	7,203,511	7,203,511	7,190,432
<b>OPERATING REVENUE:</b>					
Water Sales	12,058,529	13,215,522	15,565,450	13,300,000	15,789,592
Wastewater Sales	6,629,881	7,645,169	8,207,960	7,717,062	8,592,093
Tap & Inspection Fees	137,145	146,079	48,000	105,195	48,000
Reconnects & Transfers	180,945	198,860	200,000	207,958	200,000
Interest Income	139,910	13,712	175,000	11,115	50,000
Miscellaneous Income	559,582	981,418	335,000	805,934	250,000
<b>Total Operating Revenue</b>	<b>19,705,991</b>	<b>22,200,760</b>	<b>24,531,410</b>	<b>22,147,264</b>	<b>24,929,685</b>
<b>TRANSFERS IN:</b>	<b>0</b>	<b>45,350</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>19,705,991</b>	<b>22,246,110</b>	<b>24,531,410</b>	<b>22,147,264</b>	<b>24,929,685</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	2,916,458	3,064,911	3,180,498	3,034,998	3,247,519
Supplies	632,368	631,773	789,874	728,951	766,649
Maintenance	433,868	686,559	423,109	463,936	428,719
Services	11,635,415	11,745,493	13,966,743	12,769,069	13,847,529
Debt Service	2,859,089	2,916,168	1,734,325	1,734,325	2,371,794
Permanent Capital Maint.	329,694	655,037	1,000,000	1,000,000	1,000,000
Capital Outlay	0	0	707,000	614,333	727,750
<b>Total Expenditures</b>	<b>18,806,893</b>	<b>19,699,941</b>	<b>21,801,549</b>	<b>20,345,612</b>	<b>22,389,960</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	1,271,724	1,595,766	1,814,731	1,814,731	1,850,976
<b>Total Transfers Out</b>	<b>1,271,724</b>	<b>1,595,766</b>	<b>1,814,731</b>	<b>1,814,731</b>	<b>1,850,976</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>20,078,616</b>	<b>21,295,707</b>	<b>23,616,280</b>	<b>22,160,343</b>	<b>24,240,936</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>(372,625)</b>	<b>950,403</b>	<b>915,130</b>	<b>(13,079)</b>	<b>688,749</b>
<b>ENDING WORKING CAPITAL:</b>	<b>6,253,108</b>	<b>7,203,511</b>	<b>8,118,641</b>	<b>7,190,432</b>	<b>7,879,181</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>3,091,544</b>	<b>3,238,346</b>	<b>3,583,816</b>	<b>3,344,484</b>	<b>3,680,541</b>

\* Fund balance requirement is 16% of total net budgeted expenses or 60 days of operation.  
The FY 2015-16 projected Ending Working Capital Balance represents **128** days of operation.

FY 2015-16 PROPOSED OPERATING BUDGET  
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY  
 BY DIVISION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Water Distribution	2,427,741	2,686,587	1,426,550	1,404,136	1,502,470
Water Treatment	8,905,310	9,177,939	10,965,868	10,362,698	10,973,394
Utility Billing	487,709	508,772	526,711	524,644	659,517
Wastewater Collection	1,324,856	1,077,174	1,229,177	1,148,273	1,522,194
Wastewater Treatment	3,225,861	3,563,845	3,226,683	2,446,301	3,043,125
Utility Administrative Services	3,377,446	3,626,353	5,274,291	5,274,291	5,540,236
Permanent Capital Maintenance	329,694	655,037	1,000,000	1,000,000	1,000,000
<b>Total</b>	<b>20,078,616</b>	<b>21,295,707</b>	<b>23,649,280</b>	<b>22,160,343</b>	<b>24,240,936</b>

<b><u>PUB WKS - WATER DISTRIBUTION</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Director of Public Works	0.5	0.5	0.5	0.5	0.5
Assistant Public Works Director/Operations	0.5	0.5	0.5	0.5	0.5
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
WO System Data Coordinator	0.5	0.5	0.5	0.5	0.5
GIS Engineering Coordinator	0	0.5	0.5	0.5	0.5
Utility Service Coordinator	1	1	1	1	1
Water Crew Leader	3	3	3	3	3
Sr Meter Reader	1	1	1	1	1
Meter Reader	2	2	2	2	2
Equipment Operator II	1	1	1	1	1
Equipment Operator I	3	3	3	3	3
Customer Service Technician	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.00</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>

<b>DIVISION TOTAL POSITIONS</b>	<b>14.00</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>	<b>14.50</b>
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<b><u>PUB WKS - WATER TREATMENT</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
W/WW Plant Manager	0	0	0.5	0.5	0.5
Utility Manager	1	1	1	1	1
Water Plant Manager	1	1	0	0	0
Assistant Water Plant Manager	1	1	1	1	1
Water Quality Tech	0	0	1	1	1
Water Plant Shift Supervisor	2	2	2	2	2
Plant Operator	5	5	5	5	5
Plant Mechanic II	1	1	1	1	1
Plant Operator Trainee	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>12.00</b>	<b>12.00</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY  
 BY DIVISION

<u>PUB WKS - WW COLLECTION</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Utility Service Coordinator	1	1	1	1	1
Sr. Civil Engineer	0.5	0.5	0.5	0.5	0.5
GIS Engineering Coordinator	0	0.5	0.5	0.5	0.5
Lift Station Specialist	1	1	1	1	1
Equipment Operator III	1	1	1	1	1
Equipment Operator II	1	1	1	1	1
Equipment Operator I	2	2	2	2	2
Crew Leader	2	2	2	2	2
Crew Worker	1	1	0	0	0
Utility Line Locator	0	0	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>9.50</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
<u>PUBLIC WORKS - WW TREATMENT</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Deputy Director of Public Works	0.5	0.5	0.5	0.5	0.5
Wastewater Plant Manager	1	1	0.5	0.5	0.5
Chief Operator	1	1	1	1	1
Plant Operator	3	3	4	4	4
Plant Operator Trainee	3	3	2	2	2
Plant Mechanic II	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>9.50</b>	<b>9.50</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
<u>UTILITY BILLING</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
Accounting Manager	0	0	0.5	0.5	0.5
Accountant	0	1	0	0	0
Utility Billing Supervisor	1	0	0	0	0
Utility Billing Customer Svc. Supv.	0	1	1	1	1
Utility Billing Technician	1	1	1	1	1
Customer Service Representative	1	0	0	0	0
Billing Clerk	2	2	2	2	2
A/P Clerk	0.5	0.5	0.5	0.5	0.5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.50</b>	<b>5.50</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<u>PART-TIME POSITIONS</u>					
Clerk					
Mail Carriers	0.3	0.275	0.275	0.275	0.275
<b>TOTAL PART-TIME POSITIONS</b>	<b>0.30</b>	<b>0.28</b>	<b>0.28</b>	<b>0.28</b>	<b>0.28</b>
<b>DIVISION TOTAL POSITIONS</b>	<b>5.80</b>	<b>5.78</b>	<b>5.28</b>	<b>5.28</b>	<b>5.28</b>
<b>TOTAL UTILITY FUND</b>	<b>50.80</b>	<b>51.78</b>	<b>51.28</b>	<b>51.28</b>	<b>51.28</b>

**Public Works - Water Distribution  
200-530-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	856,139	968,796	932,322	956,165	932,931
Supplies	64,656	58,644	74,138	67,648	74,138
Maintenance	112,421	308,225	136,519	132,532	136,519
Services	58,213	48,969	69,571	56,496	91,382
Capital Outlay	184,789	200,216	214,000	191,295	267,500
<b>Total</b>	<b>2,427,741</b>	<b>2,686,587</b>	<b>1,426,550</b>	<b>1,404,136</b>	<b>1,502,470</b>

**Objectives**

- Field test large water meters to improve accuracy and reduce unaccounted for water.
- Decrease water loss due to leaks in the distribution system.
- Decrease downtime for planned and emergency shutoffs.
- Maintain water quality in the distribution system by flushing dead-end lines and system-wide flushing (required by the Texas Commission on Environmental Quality).
- Update water maps and coordinate valve locations utilizing GPS data collectors.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Meter change outs due to failure or inaccuracy (< 1% of total meters)	256	309	<140	<140	<140
Unaccounted water loss	-2.90%	0.23%	3.00%	3.00%	3.00%
Meter reading accuracy	99%	99.85%	99%	99%	99%
Cycle main line valves system wide	1,300	557	1,000	1,000	1,000
Flush entire water system annually	0	1 x Year	1 x Year	1 x Year	1 x Year
Emergency callout response time (minutes)	120	30	30	30	30
Flush dead-end water mains at minimum rate of 3 CFS	780	159 per month	Monthly	Monthly	Monthly
Water meter change outs (per month)	577	401	118	118	118
Clean and inspect elevated and ground water storage tanks (x per year)	0	7	1 x Year	1 x Year	1 x Year

**Public Works - Water Distribution  
200-530-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	651,953	733,003	731,262	710,000	730,685	-0.32%	-0.08%
41107 Salaries-Overtime	40,048	51,950	21,018	66,500	21,018	-59.54%	0.00%
41190 Contract Wages	3,897	4,126	0	0	0	-100.00%	0.00%
41212 Certification Pay	2,415	2,484	2,520	2,225	2,280	-8.21%	-9.52%
41236 TMRS Benefits	131,792	150,637	147,949	149,347	147,505	-2.08%	-0.30%
41247 Medicare	8,030	9,085	9,273	9,044	9,246	1.77%	-0.29%
41271 Salaries-Longevity	7,488	8,016	7,536	8,214	7,872	-1.80%	4.46%
41273 Salaries-SLBB	8,516	7,270	10,664	8,860	12,225	68.15%	14.64%
41275 Car Allowance	2,000	2,225	2,100	1,975	2,100	-5.62%	0.00%
<b>Personnel Services Subtotal</b>	<b>856,139</b>	<b>968,796</b>	<b>932,322</b>	<b>956,165</b>	<b>932,931</b>	<b>-3.70%</b>	<b>0.07%</b>
42200 Operating Supplies	8,325	4,023	6,200	5,033	6,200	54.10%	0.00%
42205 Chemical Supplies	1,351	1,594	2,612	2,500	2,612	63.83%	0.00%
42220 Clothing Supplies	4,405	6,795	6,626	6,753	6,626	-2.48%	0.00%
42261 Postage Charges	309	162	300	155	300	84.84%	0.00%
42281 Apparatus and Tools	18,408	12,339	18,400	18,207	18,400	49.12%	0.00%
42285 Motor Vehicle Fuel	31,858	33,731	40,000	35,000	40,000	18.59%	0.00%
<b>Supplies Subtotal</b>	<b>64,656</b>	<b>58,644</b>	<b>74,138</b>	<b>67,648</b>	<b>74,138</b>	<b>26.42%</b>	<b>0.00%</b>
43301 Infrastructure Maint.	38,292	66,908	60,000	60,000	60,000	-10.32%	0.00%
43360 Water Infrastructure	66,134	71,895	66,900	64,687	66,900	-6.95%	0.00%
43465 Misc. Equipment Maint.	7,995	169,046	9,619	7,845	9,619	-94.31%	0.00%
<b>Maintenance Subtotal</b>	<b>112,421</b>	<b>308,225</b>	<b>136,519</b>	<b>132,532</b>	<b>136,519</b>	<b>-55.71%</b>	<b>0.00%</b>
44500 IT Software License & M:	0	0	10,385	5,000	27,645	100.00%	166.20%
44505 Training, travel, dues	6,626	8,092	10,943	10,525	10,934	35.12%	-0.08%
44525 Utilities	5,668	6,680	5,652	7,750	10,212	52.88%	80.68%
44540 Professional Services	42,044	34,167	38,494	32,821	38,494	12.67%	0.00%
44573 Leases and Rentals	3,875	30	4,097	400	4,097	13639.10%	0.00%
<b>Services Subtotal</b>	<b>58,213</b>	<b>48,969</b>	<b>69,571</b>	<b>56,496</b>	<b>91,382</b>	<b>86.61%</b>	<b>31.35%</b>
48860 Machinery & Equipment	28,462	24,946	93,500	47,074	0	-100.00%	-100.00%
48910 Motor Vehicles	35,320	28,300	0	0	147,000	419.44%	NA
48930 Water System Improv.	121,007	146,971	120,500	144,221	120,500	-18.01%	0.00%
<b>Capital Outlay Subtotal</b>	<b>184,789</b>	<b>200,216</b>	<b>214,000</b>	<b>191,295</b>	<b>267,500</b>	<b>100.00%</b>	<b>25.00%</b>
<b>Transfers Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Utility Bond Expense Subtotal</b>	<b>1,151,523</b>	<b>1,101,737</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>2,427,741</b>	<b>2,686,587</b>	<b>1,426,550</b>	<b>1,404,136</b>	<b>1,502,470</b>	<b>-44.08%</b>	<b>5.32%</b>
<b>Less Salaries &amp; Fuel</b>	<b>388,221</b>	<b>582,323</b>	<b>454,228</b>	<b>412,971</b>	<b>529,539</b>	<b>-9.06%</b>	<b>16.58%</b>

**Public Works - Water Distribution**

**200-530-1**

**Comments / Justification**

**42200 Operating Supplies**

**6,200**

Warehouse supplies \$2,700; Office supplies \$2,000; Printing \$500; Advertising \$400; Copies \$600.

**42205 Chemical Supplies**

**2,612**

Sod 20 pallets X \$115 ea. \$2,300; Oxygen and Acetylene gases 26 X \$12 \$312.

**42220 Clothing Supplies**

**6,626**

Safety boots 1ea. X 12 employees x \$100/yr. \$1,200; Uniform shirts 7ea. X 12 employees X \$24ea. \$2,016; Uniform pants 7ea. X 12 employees X \$24ea. \$2,016; Uniform Jackets/coveralls every other year 6 employees x \$114ea. \$684; Uniform T-shirts 7ea. X 12 employees X \$8.50ea. \$710. Changed \$ to reflect real costs for shirts, and jackets/coveralls.

**42261 Postage Charges**

**300**

Postage related to returning items for repair \$300.

**42281 Apparatus and Tools**

**18,400**

Street saw blades 2 X \$1,200ea. (\$2,400), Trash pumps and hoses 2 X \$1,300ea. \$2,600; Minor hand tools \$4,500; Blades for cut off saws 5 X \$200ea. \$1,000; 6" & 4" hoses \$4,000; Stihl cut-off saw 1 @ \$1,400; Metal locators/tracers 2 X \$1,250ea. \$2,500.

**43301 Infrastructure Maint.**

**60,000**

Wash rock 820 tons X \$19.55/ton \$16,031; Cushion sand 830 yds. X \$14.50/yd. \$12,035; Utility cut pavement repairs \$25,000; Cast iron fittings \$6,934.

**43360 Water Infrastructure**

**66,900**

Maintenance and repair of water lines \$40,600, Water tower maintenance \$3,800, Materials and fittings \$19,500, Water meter repair \$3,000.

**43465 Misc. Equipment Maint.**

**9,619**

Metal detector maintenance \$500; Street saw maintenance \$1,000; Cut-off saw maintenance \$500; Chainsaw maintenance \$500; Jackhammer repair \$800; Portable pump maintenance \$700; Wacker packer maintenance \$800; Datamatic Maintenance Agreement for water meter reading system @ \$401.55/mo. \$4,819; Added Wacker packer and removed air compressor.

**44500 IT Software License & Maint Fees**

**27,645**

Cartograph Annual License & Support \$7,500; Water Model license renewal \$3,075; Data Management Consulting Services \$2,160; Cartograph Moblie License \$475; GPS software \$1,160; Cartograph License Transition & Service Fee \$8,025; ESRI ELA \$5,250.

**44505 Training, travel, dues**

**10,934**

Water/Wastewater Class 1 X 12 employees X \$260ea. \$3,120; TWUA membership dues 12 X \$100ea. \$1,200; License renewal BPAT 1ea. & Class C 3 ea. X \$111ea. \$444; License testing 4 employees X \$140ea. \$560; Texas Excavation Safety System membership dues \$3,500; Per diem 12 classes X 3 X \$10/day/ea. \$360; TWUA training seminar USC \$550; Annual Cartograph conference 1ea. \$1,200.

**Public Works - Water Distribution**  
**200-530-1**

**44525 Utilities**

**10,212**

Mobile phones with Data 9 x \$65/mo/ea. \$7,020, Local phone service \$1,752; Communication device for water towers 4 X \$30ea. X 12mos. \$1,440. Increase due to meter reader phones and tower communication devices.

**44540 Professional Services**

**38,494**

Engineering professional fees \$16,826; Water tower inspection 4 X \$300ea./yr. \$1,200; Water tower cleaning 4 X \$2,500ea./yr. \$10,000; Laboratory fees \$1,520; Fire line sprinkler inspection \$5,000; Microsoft CAL \$104; AWWA membership for Public Works Director \$3,244; Dart license agreement \$600.

**44573 Leases and Rentals**

**4,097**

Equipment rental for repairs 2 X \$1,527.50ea. \$3,055, Minor equipment rental 10 X \$104.20/day/ea. \$1,042.

**48910 Motor Vehicles**

**147,000**

Replacement for 1998 Freightliner FL70 Flatbed dump \$115,000; Replacement for 2000 Chevrolet 1/2 ton P/U (F-150) \$32,000.

**48930 Water System Improv.**

**120,500**

Residential (5/8") water meter replacement 2,000 X \$43ea. \$86,000; Meter box replacement 200 X \$92.50ea. \$18,500; Meter box lid replacement 100 X \$20ea. \$2,000; Meter risers for meter replacements 200 X \$70ea. \$14,000.

**Public Works - Water Treatment  
200-530-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	695,818	735,425	773,337	725,150	797,342
Supplies	303,087	300,289	382,346	356,276	381,346
Maintenance	57,901	102,595	60,215	55,103	60,215
Services	7,844,100	7,930,777	9,449,970	8,969,596	9,734,491
Capital Outlay	0	101,155	300,000	256,573	0
<b>Total</b>	<b>8,905,310</b>	<b>9,177,939</b>	<b>10,965,868</b>	<b>10,362,698</b>	<b>10,973,394</b>

**Objectives**

- Provide water conservation education to effectively manage water resources.
- Comply with EPA and the TCEQ regulations.
- Maintain turbidity <0.10 NTUs
- Maintain levels below 80 mg/l for TTHMs and 60 mg/l for HHA5s.
- Total organic compounds compliance, using any of the three methods required by the TCEQ.
- Cross-train two operators per year in wastewater treatment.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
TOC compliance	100%	100%	100%	100%	100%
Average NTU / turbidity level	0.070	0.066	<0.10	<0.10	<0.10
Average manganese level	0.010	0.009	0.010	0.010	0.010
THM / HHA5s formation limit	34.4 / 17.2	37.1 / 16.5	< 50 / 30	< 50 / 30	<50/30
Distribution system bacteriological samples per month	52.5	50.0	50.0	50.0	50.0
In-house safety inspections per year	12	12	12	12	12
Plant operators cross-trained per year	0	0	2	2	2
Plant water pumping capacity available (million gallons per day)	8.000	7.450	8.000	8.000	8.000
Maintenance costs (quarterly) per million gallons of water treated	\$39.01	\$50.22	<\$38.00	<\$38.00	<\$38.00

**Public Works - Water Treatment  
200-530-2**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
41100 Salaries-Full Time	549,876	563,475	601,399	555,000	624,424	10.82%	3.83%
41107 Salaries-Overtime	14,494	30,859	21,111	30,493	21,111	-31.59%	0.00%
41212 Certification Pay	4,057	4,299	3,960	4,040	4,320	0.49%	9.09%
41236 TMRS Benefits	107,417	115,511	122,169	114,601	125,425	8.58%	2.67%
41247 Medicare	8,089	8,646	9,250	8,340	9,542	10.36%	3.16%
41271 Salaries-Longevity	3,860	4,476	4,416	4,044	3,456	-22.79%	-21.74%
41273 Salaries-SLBB	8,025	8,159	11,032	8,632	9,064	11.10%	-17.84%
<b>Personnel Services Subtotal</b>	<b>695,818</b>	<b>735,425</b>	<b>773,337</b>	<b>725,150</b>	<b>797,342</b>	<b>8.42%</b>	<b>3.10%</b>
42200 Operating Supplies	42,436	45,331	41,767	42,404	41,767	-7.86%	0.00%
42205 Chemical Supplies	241,264	240,516	321,700	300,000	321,700	33.75%	0.00%
42220 Clothing Supplies	4,839	4,875	5,995	4,500	5,995	22.98%	0.00%
42261 Postage Charges	4,161	1,376	2,446	1,518	2,446	77.81%	0.00%
42281 Apparatus and Tools	4,035	2,892	4,438	1,854	4,438	53.43%	0.00%
42285 Motor Vehicle Fuel	6,352	5,299	6,000	6,000	5,000	-5.64%	-16.67%
<b>Supplies Subtotal</b>	<b>303,087</b>	<b>300,289</b>	<b>382,346</b>	<b>356,276</b>	<b>381,346</b>	<b>26.99%</b>	<b>-0.26%</b>
43350 Building Maintenance	2,379	3,138	10,008	6,103	10,008	218.96%	0.00%
43360 Water Infrastructure	55,522	63,557	50,207	49,000	50,207	-21.01%	0.00%
<b>Maintenance Subtotal</b>	<b>57,901</b>	<b>102,595</b>	<b>60,215</b>	<b>55,103</b>	<b>60,215</b>	<b>-41.31%</b>	<b>0.00%</b>
44500 IT Software License & M	0	0	5,800	0	26,575	100.00%	358.19%
44505 Training, travel, dues	7,854	4,852	8,364	6,500	8,364	72.38%	0.00%
44525 Utilities	402,336	313,735	344,369	330,000	360,426	14.88%	4.66%
44540 Professional Services	123,675	110,922	152,574	132,596	152,574	37.55%	0.00%
44573 Leases & Rentals	3,131	3,650	1,904	500	1,904	-47.84%	0.00%
44598 Purchase/Storage/Treat.	7,307,104	7,497,617	8,936,959	8,500,000	9,184,648	22.50%	2.77%
<b>Services Subtotal</b>	<b>7,844,100</b>	<b>7,930,777</b>	<b>9,449,970</b>	<b>8,969,596</b>	<b>9,734,491</b>	<b>22.74%</b>	<b>3.01%</b>
48860 Machinery & Equipment	0	45,088	100,000	85,073	0	-100.00%	-100.00%
48910 Motor Vehicles	0	56,067	200,000	171,500	0	-100.00%	-100.00%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>101,155</b>	<b>300,000</b>	<b>256,573</b>	<b>0</b>	<b>-100.00%</b>	<b>-100.00%</b>
<b>Utility Bond Expense Subtotal</b>	<b>4,404</b>	<b>7,698</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>8,905,310</b>	<b>9,177,939</b>	<b>10,965,868</b>	<b>10,362,698</b>	<b>10,973,394</b>	<b>19.56%</b>	<b>0.07%</b>
<b>Less Salaries &amp; Fuel</b>	<b>891,632</b>	<b>931,880</b>	<b>1,249,572</b>	<b>1,131,548</b>	<b>986,404</b>	<b>5.85%</b>	<b>-21.06%</b>

**Public Works - Water Treatment**

**200-530-2**

**Comments / Justification**

**42200 Operating Supplies** **41,767**

Laboratory supplies \$37,667; CCR notice printing \$600; office supplies \$1,000; job advertising \$1,000; janitorial supplies \$1,200; and mechanical supplies \$300.

**42205 Chemical Supplies** **321,700**

Treatment Plant Chemicals \$320,000; chemicals for chlorine monitors \$1,200; weed killer and solvent \$500.

**42220 Clothing Supplies** **5,995**

Safety Boots (1 ea.) 12 employees x \$100/yr \$1,200; Uniform Shirts (7 ea.) 12 employees X \$24.00, \$2,016; Uniform pants (7 ea.) 12 employees X \$24.00 \$2,016; Uniform jacket/coveralls every other year 6 employees X \$110 \$660; slicker suits, rubber boots, goggles, masks, and work gloves \$103.

**42261 Postage Charges** **2,446**

Monthly reporting to TCEQ and special yearly reports \$352; Chemical shipments from suppliers \$2,094.

**42281 Apparatus and Tools** **4,438**

Water Conservation Devices \$2,952; devices are part of our water conservation plan. 2 pH probes @ \$388 each \$776; Minor tools \$710.

**43350 Building Maintenance** **10,008**

Filter and Chemical building maintenance and cleaning, 13,344 square feet X \$0.75/sqft \$10,008.

**43360 Water Infrastructure** **50,207**

Everyday repair and preventative maintenance of pumps \$12,500; motors \$12,000; electrical equipment \$8,000; calibrations of instruments \$5,000; general up-keep of equipment \$9,707; oil and grease \$3,000.

**44500 IT Software License & Maint Fees** **26,575**

Cartegraph Annual License & Support \$7,500; Iconics Software license renewal \$5,800; Cartegraph License Transition & Service Fee \$8,025; ESRI ELA \$5,250.

**44505 Training, travel, dues** **8,364**

One class per 11 employees per year @ \$260/class includes operator cross training \$2,860; TWUA membership dues @ \$100 X12 employees \$1,200; Water license testing \$140 x 2 \$280; Water license renewal 2 class A and 2 class C @ \$111, \$444; 11 classes X 5 days X \$10/day/diem \$550; Utility Manager attending AWWA, training seminar \$1,000; Water Plant Manager - Assistant Water Plant Manager and Shift Supervisors attending TWUA training seminar \$905; 1/2 PE License - Engineer \$125; Utility Manager Water Conference \$1,000.

**Public Works - Water Treatment**  
**200-530-2**

**44525 Utilities**

**360,426**

Estimated electricity FY15 \$351,246; 4 mobile phone with data @ \$65/month \$3,120; 1 on call mobile phone @ \$65/month \$780; local phone service \$2,880; Verizon FIOS service \$200/month \$2,400 for Increase Peak demand rate.

**44540 Professional Services**

**152,574**

TCEQ Inspection fees \$35,043; outside laboratory fees \$46,502; 28 mowing per year \$9,344; Engineering professional fees for minor studies and projects \$35,200; Annual inspection of dam aerator \$5,000; Water conservation brochures and information \$5,100; pulmonary test 11 employees X \$35 \$385. Lake Grapevine reservoir accounting plan \$1,000 per month X 12 months \$12,000; Clearwell inspection fees 5 tanks once/year X \$400, \$2,000; Transfer well cleaning and inspection yearly \$2,000.

**44573 Leases and Rentals**

**1,904**

Rental of equipment for repairs, crane truck \$1,778; Oxygen and Acetylene gases and tank rentals 12 months X \$10.50, \$126.

**44598 Purchase/Storage/Treat.**

**9,184,648**

Trinity River Authority purchased treated water (\$3.080/th (FY16 rate increase) Estimated 7.200 mgd \$8,094,240; Corps Lake Storage O & M and security \$147,650; City of Dallas raw water purchase (\$0.8335) estimated 1.800 mgd \$547,610; City of Dallas Increase raw water rates, Dallas County Park Cities Municipal Utility District (\$0.3102/th) Estimated 3.49 mgd , \$395,148 CPI.

**Fiscal Services - Utility Billing  
200-530-3**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	289,705	256,849	283,286	259,059	294,711
Supplies	84,770	90,017	106,000	95,747	110,675
Maintenance	0	500	150	730	400
Services	113,233	161,406	137,275	169,108	253,731
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>487,709</b>	<b>508,772</b>	<b>526,711</b>	<b>524,644</b>	<b>659,517</b>

**Objectives**

- Post customer collections and process work orders in a timely and accurate manner.
- Present a courteous and friendly demeanor to the public at all times.
- Monitor water and sewer reading routes on a regular basis to ensure that billings are accurate and reports are reconciled monthly.
- Process all billing cycles in a timely manner and report delinquent accounts to credit reporting agencies in a timely manner.

<b>Performance Indicators</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Average active residential accounts per month	12,409	12,223	12,500	12,500	13,600
Average active non-residential accounts per month	2,561	1,997	2,000	2,000	2,199
Average cut-off notices per month	1,098	1,140	1,020	1,020	1,000

**Fiscal Services - Utility Billing**  
**200-530-3**

<u>Expenditure Detail</u>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2014-15</b>	<b>2015-16</b>	<b>Change from</b>	<b>Change from</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Proposed</b>	<b>FY14 Actual</b>	<b>FY15 Budget</b>
41100 Salaries-Full Time	216,229	191,480	217,618	200,000	226,171	18.12%	3.93%
41107 Salaries-Overtime	2,529	5,372	3,787	2,500	3,787	-29.50%	0.00%
41180 Salaries-Pt. and Hourly	21,954	14,446	8,921	8,681	8,921	-38.24%	0.00%
41224 PARS Benefits	234	152	116	113	116	-23.87%	0.00%
41236 TMRS Benefits	41,200	37,958	43,527	40,398	45,162	18.98%	3.76%
41247 Medicare	3,648	3,217	3,425	3,096	3,565	10.81%	4.09%
41271 Salaries-Longevity	2,352	2,284	2,400	2,256	2,640	15.59%	10.00%
41273 Salaries-SLBB	1,561	1,941	3,492	2,015	4,349	124.11%	24.54%
<b>Personnel Services Subtotal</b>	<b>289,705</b>	<b>256,849</b>	<b>283,286</b>	<b>259,059</b>	<b>294,711</b>	<b>14.74%</b>	<b>4.03%</b>
42200 Operating Supplies	14,224	5,953	20,000	17,000	20,000	235.96%	0.00%
42261 Postage Charges	70,546	81,414	85,000	76,247	85,000	4.40%	0.00%
42281 Apparatus and Tools	0	2,650	1,000	2,500	5,675	114.19%	467.50%
<b>Supplies Subtotal</b>	<b>84,770</b>	<b>90,017</b>	<b>106,000</b>	<b>95,747</b>	<b>110,675</b>	<b>22.95%</b>	<b>4.41%</b>
43465 Misc. Equipment Maint.	0	500	150	730	400	-20.00%	166.67%
<b>Maintenance Subtotal</b>	<b>0</b>	<b>500</b>	<b>150</b>	<b>730</b>	<b>400</b>	<b>-20.00%</b>	<b>166.67%</b>
44500 IT Software Licence & Mai	0	0	33,000	600	28,000	NA	-15.15%
44505 Training, travel, dues	1,152	783	4,275	3,000	4,275	445.66%	0.00%
44525 Utilities	475	0	0	508	456	NA	NA
44535 Financial Service Fees	0	0	0	100,000	106,000	NA	NA
44540 Professional Services	111,607	160,623	100,000	65,000	115,000	-28.40%	15.00%
<b>Services Subtotal</b>	<b>113,233</b>	<b>161,406</b>	<b>137,275</b>	<b>169,108</b>	<b>253,731</b>	<b>57.20%</b>	<b>84.83%</b>
<b>DIVISION TOTAL</b>	<b>487,709</b>	<b>508,772</b>	<b>526,711</b>	<b>524,644</b>	<b>659,517</b>	<b>29.63%</b>	<b>25.21%</b>
<b>Less Salaries &amp; Fuel</b>	<b>198,004</b>	<b>251,923</b>	<b>243,425</b>	<b>265,585</b>	<b>364,806</b>	<b>44.81%</b>	<b>49.86%</b>

**Fiscal Services - Utility Billing**

**200-530-3**

**Comments / Justification**

**42261 Postage Charges**

**85,000**

This budget is necessary to pay for the actual mailing of approximately 14,000 utility bills every month, which equates to 168,000 bills per year. This does not include any cut-off notices (which are mailed separately) or special mailouts that may occur in UB.

**42281 Apparatus and Tools**

**5,675**

This budget pays for our annual SSL certificate \$260, Jack Henry & Associates for our Audio Tel software maintenance agreement; (3) 24" Monitors \$675; Fax Replacement and 3 Laser Printers \$3,000.

**43465 Miscellaneous Equipment Maintenance**

**400**

This is the annual hardware maintenance agreement cost of \$400 for our Remit Plus hardware.

**44500 IT Software Licence & Maint Fees**

**28,000**

This budget is for any IT needs internally and/or externally in 2015-16. With the purchase of the AR software from STW

**44505 Training, travel, dues**

**4,275**

Department 530-3 now pays 50% of the Accounting Manager's continuing education and licensing fees for the CPA designation. Additionally, training is needed at the staff level both in Microsoft Office as well as STW training.

**44525 Utilities**

**456**

This budget is for IPAD data service plans.

**44535 Financial Service Fee**

**106,000**

Bank Credit Card Fees

**44540 Professional Services**

**115,000**

Technique Data Systems-\$400; Phone Tree-\$230; Audio Tel \$2,600; Loomis \$12,000; Dataprose \$93,000; STW \$6,500; Misc \$270.

**Public Works - Wastewater Collection  
200-531-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	575,047	578,024	626,836	575,035	660,134
Supplies	90,800	94,692	114,450	89,091	86,450
Maintenance	153,048	154,541	140,600	166,645	145,600
Services	153,517	128,371	154,291	151,037	169,760
Capital Outlay	326,904	112,552	193,000	166,465	460,250
<b>Total</b>	<b>1,324,856</b>	<b>1,077,174</b>	<b>1,229,177</b>	<b>1,148,273</b>	<b>1,522,194</b>

**Objectives**

- Continue eradication of inflow and infiltration (I&I) sources in an effort to reduce the wastewater stream.
- Maintain lift stations to the best mechanical working condition to eliminate sanitary sewer overflows.
- Maintain sewer lines to eliminate sanitary sewer overflows.
- Update wastewater maps to provide accurate data for inspection, repair and location.
- Maintain and repair 226.6 miles of sanitary sewer lines, 3,218 manholes and 32 wastewater lift stations.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Pull and inspect lift station pumps	68	65	61	61	61
Reportable sanitary sewer overflows	9	7	0	0	0
Identify and repair I&I problem areas	37	36	36	36	36
Smoke testing of sewer lines (linear feet)	51,743	54,030	53,000	53,000	53,000
Sewer manholes inspected	1,053	726	322	322	322
Sewer manholes repaired	37	36	33	33	33
Sewer manholes rehabbed	34	36	33	33	33
Clean and inspect lift station wet wells	45	36	30	30	30
TV inspection of sewer lines in linear feet	50,819	60,509	53,000	53,000	53,000
Linear feet of sewer lines cleaned	946,864	789,421	607,200	607,200	607,200
Daily inspections of lift stations	365	365	365	365	365
Emergency callout response time (min.)	30	30	30	30	30

**Public Works - Wastewater Collection  
200-531-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	406,699	396,796	471,537	400,000	497,672	25.42%	5.54%
41107 Salaries-Overtime	63,852	68,090	37,045	64,409	37,045	-45.59%	0.00%
41190 Contract Wages	884	10,095	0	10,606	0	-100.00%	0.00%
41212 Certification Pay	1,109	1,113	2,400	1,227	2,880	158.73%	20.00%
41236 TMRS Benefits	88,581	87,993	99,154	84,263	103,952	18.14%	4.84%
41247 Medicare	6,731	6,521	7,508	6,250	7,908	21.26%	5.33%
41271 Salaries-Longevity	2,796	3,008	2,856	2,928	3,144	4.52%	10.08%
41273 Salaries-SLBB	4,396	4,407	6,336	5,352	7,533	70.93%	18.89%
<b>Personnel Services Subtotal</b>	<b>575,047</b>	<b>578,024</b>	<b>626,836</b>	<b>575,035</b>	<b>660,134</b>	<b>14.21%</b>	<b>5.31%</b>
42200 Operating Supplies	3,990	2,848	3,630	3,296	3,630	27.47%	0.00%
42205 Chemical Supplies	2,936	2,752	4,450	4,370	4,450	61.68%	0.00%
42220 Clothing Supplies	4,906	5,977	5,650	5,200	5,650	-5.48%	0.00%
42261 Postage Charges	239	132	360	225	360	172.40%	0.00%
42281 Apparatus and Tools	16,558	23,583	22,360	21,000	22,360	-5.19%	0.00%
42285 Motor Vehicle Fuel	62,173	59,399	78,000	55,000	50,000	-15.82%	-35.90%
<b>Supplies Subtotal</b>	<b>90,800</b>	<b>94,692</b>	<b>114,450</b>	<b>89,091</b>	<b>86,450</b>	<b>-8.70%</b>	<b>-24.46%</b>
43301 Infrastructure Maint.	52,827	66,609	60,000	80,245	60,000	-9.92%	0.00%
43370 Wastewater Treatment	66,874	66,602	66,400	66,400	66,400	-0.30%	0.00%
43465 Misc. Equipment Main	32,807	21,025	14,200	20,000	19,200	-8.68%	35.21%
<b>Maintenance Subtotal</b>	<b>153,048</b>	<b>154,541</b>	<b>140,600</b>	<b>166,645</b>	<b>145,600</b>	<b>-5.79%</b>	<b>3.56%</b>
44500 IT Software Licence &	0	0	9,054	7,371	26,314	100%	190.63%
44505 Training, travel, dues	5,882	7,308	10,007	8,681	10,007	36.93%	0.00%
44525 Utilities	122,989	101,610	109,662	110,910	107,871	6.16%	-1.63%
44540 Professional Services	20,228	19,386	21,226	24,000	21,226	9.49%	0.00%
44573 Leases and Rentals	4,418	66	4,342	75	4,342	6491.77%	0.00%
<b>Services Subtotal</b>	<b>153,517</b>	<b>128,371</b>	<b>154,291</b>	<b>151,037</b>	<b>169,760</b>	<b>32.24%</b>	<b>10.03%</b>
48860 Machinery & Equip	12,752	104,152	158,000	141,750	60,250	-42.15%	-61.87%
48910 Motor Vehicles	314,152	8,400	35,000	24,715	400,000	4661.90%	1042.86%
<b>Capital Outlay Subtotal</b>	<b>326,904</b>	<b>112,552</b>	<b>193,000</b>	<b>166,465</b>	<b>460,250</b>	<b>308.92%</b>	<b>138.47%</b>
<b>Utility Bond Expense Subtotal</b>	<b>25,540</b>	<b>8,996</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>1,324,856</b>	<b>1,077,174</b>	<b>1,229,177</b>	<b>1,148,273</b>	<b>1,522,194</b>	<b>41.31%</b>	<b>23.84%</b>
<b>Less Salaries &amp; Fuel</b>	<b>662,097</b>	<b>430,756</b>	<b>524,341</b>	<b>518,238</b>	<b>812,060</b>	<b>88.52%</b>	<b>54.87%</b>

**Public Works - Wastewater Collection**

**200-531-1**

**Comments / Justification**

**42200 Operating Supplies 3,630**

Printing (\$100) Office supplies (\$1,350) Mechanical supplies from warehouse (\$ 1,650) Advertising (\$400) Janitorial supplies (\$130)

**42205 Chemical Supplies 4,450**

Sod 20 pallets X \$115 ea (\$2,300) Barrier plants for lift stations (\$900) Oxygen & acetylene gasses 26 X \$12 (\$312) Odor control chemicals (\$938)

**42220 Clothing Supplies 5,650**

Safety boots (1 ea) 9 employees X \$100/yr (\$900) Uniform shirts (7ea) 9 employees X \$24 (\$1,512) Uniform pants (7ea) 9 employees X \$24 (\$1,512) Uniform jacket/coveralls every other year 6 employees X \$75 (\$816) Rain gear, rubber boots, (\$374) Uniform T shirts (7ea) X 9 employees X \$8.50 (\$536)

**42261 Postage Charges 360**

Postage (\$360)

**42281 Apparatus & Tools 22,360**

Sewer Machine Hoses 3@ \$2,500ea (\$7,500), Minor tools (\$2,250), Gas Detector 2 @ \$1,000ea (\$2,000), Sewer cleaning nozzles 3 X \$1,000 (\$3,000), Six & four inch bypass hoses (\$2,460), Milltronics/Digital Displays and Radars (\$3,650), Crane slings & rigging equipment(\$1,500)

**43301 Infrastructure Maint. 60,000**

820 Yds. Sand @ \$14.50 per yard (\$11,890) Rock 820 tons @ \$19.55 per ton X 800 ton (\$16,031) Utility cut pavement repair (\$25,000) Cast iron fittings (\$7,079)

**43370 WW Trtmt. Infrastr. 66,400**

Everyday repair and maintenance of sewer system lines (\$28,500) Repair of Sewer Lift Stations (\$20,500) Motor Repairs (\$12,900) Miscellaneous Lift Station Electrical Equipment (\$4,500)

**43465 Misc. Equip. Maint. 19,200**

Calibration of test meters (\$2,200) Test and calibrate flow meter (\$500) Gas detector maintenance (\$500) Metal detector maintenance (\$500) Lift Station Generator Maintenance and Testing (\$15,500) Increase due to addition of three new generators.

**44500 IT Software Licence & Maint Fees 26,314**

Cartegraph Annual License & Support (\$7,500), Cartegraph Mobile License (\$475), Microsoft CAL (\$104), Consulting Services Data Management (\$2,160), Granite XP Cues camera and software maintenance license(\$2,800); Cartegraph License Transition Service Fee \$8,025; ESRI ELA \$5,250.

**44505 Training, travel, dues 10,007**

One class per 9 employees per year @ \$260 ea (\$2,340) TWUA membership dues \$100 X 9 (\$900) License renewal 2 @ \$111 (\$222) License testing 4 @ \$140 (\$560) Dig Tess membership dues (\$3,500) Per diem, 9 classes X 4 days X \$10 per day (\$360) TWUA training seminar 1 @ \$550 (\$550) 0.5 PE License Civil Engineer (\$125) AWWA membership Civil Engineer (\$250) Annual cartegraph conference (\$1,200).

**Public Works - Wastewater Collection**  
**200-531-1**

<b><u>44525</u> Utilities</b>	<b>107,871</b>
Estimate electric for FY15 (\$100,551) Mobile phone with Data 9 @ \$65/mo (\$7,020) Local phone service (\$300)	
<b><u>44540</u> Professional Services</b>	<b>21,226</b>
Professional Services (\$15,226) SCADA repair and troubleshooting (\$6,000)	
<b><u>44573</u> Leases and Rentals</b>	<b>4,342</b>
Track Hoe \$1,621 p/wk X 2 (\$3,242) Crane \$550 p/day X 2 (\$1,100)	
<b><u>48860</u> Machinery &amp; Equip</b>	<b>60,250</b>
Transporter for CCTV Truck	
<b><u>48910</u> Motor Vehicles</b>	<b>400,000</b>
Replacement for 2001 Freightliner FL80 Tandem Dump Truck (rock dumpbed) \$155,000; Replacement for 2006 Chevrolet 1 Ton Truck with Service body (dept. F-450 upgrade) \$100,000; Replacement for 2002 GMC W5500 Utilities Jetter Truck \$145,000.	

**Public Works - Wastewater Treatment  
200-531-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	499,748	525,817	564,717	519,589	562,401
Supplies	88,830	88,131	110,340	117,589	111,440
Maintenance	110,498	120,698	85,625	108,926	85,985
Services	1,807,188	1,788,081	2,466,001	1,700,197	2,283,299
Capital Outlay	0	0	0	0	0
<b>Total</b>	<b>3,225,861</b>	<b>3,563,845</b>	<b>3,226,683</b>	<b>2,446,301</b>	<b>3,043,125</b>

**Objectives**

- Meet and/or exceeds TPDES permit and EPA requirements.
- Reduce volatile organic to 39% in bio-solids to achieve a Class B sludge to landfill.
- Cross-train two operators per year in water treatment.
- Reduce bio-solids hauls to <145 loads per quarter.
- Maintain Wastewater Plant equipment, to insure equipment downtime is reduced.
- Operate plant efficiently to minimize odor complaints.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Cross-trained operators per year	0	2	1	1	1
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	<2.3/3.0	1.50	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0
BOD mg/l	4	4.49	<5	<5	<5
TSS mg/l	9	8.47	<5	<5	<5
Yearly plant inspection rating	100%	100%	100%	100%	100%
In-house operational safety inspections	12	12	12	12	12
Cost per 1000 gallon of treated wastewater less bonds	\$2.27	\$1.08	<\$1.25	<\$1.25	<\$1.25
Daily average flow (million gallons per day)	2.5	2.968	<3.49	<3.49	<3.49
Average peak flow (million gallons per day)	3.7	4.146	<5.75	<5.75	<5.75
Quarterly maintenance costs per million gallons treated	\$99.66	\$100.84	<\$66.75	<\$66.75	<\$66.75

**Public Works - Wastewater Treatment (Resource Recovery Facility, RRF)  
200-531-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	374,403	402,698	433,309	405,000	430,783	6.97%	-0.58%
41107 Salaries-Overtime	31,619	24,807	22,660	22,660	22,660	-8.65%	0.00%
41212 Certification Pay	2,326	2,876	2,280	2,500	2,520	-12.37%	10.53%
41236 TMRS Benefits	76,620	82,341	89,309	77,440	88,551	7.54%	-0.85%
41247 Medicare	5,896	6,144	6,762	5,731	6,737	9.66%	-0.37%
41271 Salaries-Longevity	812	1,084	1,608	1,152	1,872	72.69%	16.42%
41273 Salaries-SLBB	3,506	3,725	6,689	3,056	7,178	92.69%	7.31%
41275 Car Allowance	0	650	2,100	2,050	2,100	223.08%	0.00%
<b>Personnel Services Subtotal</b>	<b>499,748</b>	<b>525,817</b>	<b>564,717</b>	<b>519,589</b>	<b>562,401</b>	<b>6.96%</b>	<b>-0.41%</b>
42200 Operating Supplies	35,260	45,707	36,185	48,389	38,185	-16.46%	5.53%
42205 Chemical Supplies	42,734	32,294	61,076	59,000	61,076	89.13%	0.00%
42220 Clothing Supplies	3,926	3,952	4,430	4,000	4,430	12.09%	0.00%
42261 Postage Charges	394	518	400	700	500	-3.45%	25.00%
42281 Apparatus and Tools	3,873	3,343	4,249	3,500	4,249	27.09%	0.00%
42285 Motor Vehicle Fuel	2,643	2,317	4,000	2,000	3,000	29.48%	-25.00%
<b>Supplies Subtotal</b>	<b>88,830</b>	<b>88,131</b>	<b>110,340</b>	<b>117,589</b>	<b>111,440</b>	<b>26.45%</b>	<b>1.00%</b>
43350 Building Maintenance	12,822	7,949	5,976	5,500	5,976	-24.82%	0.00%
43370 Wastewater Treatment In	97,625	110,682	79,649	103,426	80,009	-27.71%	0.45%
<b>Maintenance Subtotal</b>	<b>110,498</b>	<b>120,698</b>	<b>85,625</b>	<b>108,926</b>	<b>85,985</b>	<b>-28.76%</b>	<b>0.42%</b>
44500 IT Software License & M	0	0	0	0	22,935	NA	NA
44505 Training, travel, dues	6,147	6,788	9,561	8,000	9,561	40.85%	0.00%
44525 Utilities	339,273	249,856	307,076	249,000	266,568	6.69%	-13.19%
44540 Professional Services	255,692	231,149	332,205	242,697	332,205	43.72%	0.00%
44573 Leases and Rentals	1,006	1,557	1,500	500	1,500	-3.69%	0.00%
44598 Purchase/Storage/Treat.	1,205,070	1,298,730	1,815,659	1,200,000	1,650,530	27.09%	-9.09%
<b>Services Subtotal</b>	<b>1,807,188</b>	<b>1,788,081</b>	<b>2,466,001</b>	<b>1,700,197</b>	<b>2,283,299</b>	<b>27.70%</b>	<b>-7.41%</b>
<b>Utility Bond Expense Subtotal</b>	<b>719,597</b>	<b>1,041,118</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>DIVISION TOTAL</b>	<b>3,225,861</b>	<b>3,563,845</b>	<b>3,226,683</b>	<b>2,446,301</b>	<b>3,043,125</b>	<b>-14.61%</b>	<b>-5.69%</b>
<b>Less Salaries &amp; Fuel</b>	<b>798,752</b>	<b>695,863</b>	<b>842,307</b>	<b>724,712</b>	<b>827,194</b>	<b>18.87%</b>	<b>-1.79%</b>

**Public Works - Wastewater Treatment (Resource Recovery Facility, RRF)**

**200-531-2**

**Comments / Justification**

**42200 Operating Supplies**

**38,185**

Laboratory Supplies (\$34,685), Printing (\$400), Office Supplies (\$1,200), Job Advertising (\$400), Janitorial Supplies (\$900), Mechanical Supplies (\$600). Increase in supply prices by (\$1,634).

**42205 Chemical Supplies**

**61,076**

Polymer for belt press & gravity belt (\$45,628), Calcium Hypochlorite (\$13,068), chlorine bleach (\$1,880) weed killer, degreaser for lift station & cleaner solvents (\$500).

**42220 Clothing Supplies**

**4,430**

Safety Boots (1 ea.) 9 employees X \$100/yr (\$900), Uniform shirts (7 ea.) 9 employees X \$24 (\$1,512), Uniform pants (7ea.) 9 employees X \$24 (\$1,512), Uniform jacket/ Overalls every other year 5 employees X \$70 (\$350), Slicker suits, rubber boots (\$156).

**42261 Postage Charges**

**500**

Mailing TCEQ required reports, Shipment costs for instrument repair (\$500). Increase of TCEQ required documents by \$100.

**42281 Apparatus and Tools**

**4,249**

Minor tools (\$899), Power tools (\$1,850), Specialty tools (\$1,500).

**43350 Building Maintenance**

**5,976**

Control, GB, BP, Blower, Building Maintenance and Cleaning 6,291 square feet X \$0.95/sq/ft (\$5,976).

**43370 Wastewater Treatment**

**80,009**

Everyday repair and preventative maintenance of pumps (\$12,900), motors (\$9,500), blowers (\$7,000), electrical equipment (\$7,700), calibration of instrumentation (\$3,800), general up keep of equipment (\$7,550), oil and grease (\$3,500), UV Bulbs (\$15,900), Press belts (\$3,951), pump repair kits (\$6,248), Misc. maintenance (\$1,960).

**44500 IT Software License & Maint Fees**

**22,935**

Cartegraph Annual License & Support (\$7,500); Cartegraph License Transition & Service Fee \$8,025; Consultant Services Data Management (\$2,160); ESRI ELA \$5,250.

**44505 Training, travel, dues**

**9,561**

Two classes per 9 employees per year @ \$260/classes (\$4,680), TWUA membership dues @ \$100 X 9 employees (\$900), Wastewater License Renewal 3 @ \$111 (\$333), 18 classes X 2 days X \$10/day/diem (\$360), Plant Manager training classes (\$1,812), WEF, TWUA dues (\$630), Test fee/employee (\$846).

**44525 Utilities**

**266,568**

Electricity Service (\$263,548), 3 mobile phones with data @ \$65/month (\$2,340), local phone service (\$680).

**Public Works - Wastewater Treatment (Resource Recovery Facility, RRF)  
200-531-2**

**44540 Professional Services**

**332,205**

TCEQ Fees (\$61,109), Laboratory Fees (\$11,208), Mowing (26) (\$6,595), Hepatitis Shot 4 employees @ \$120 (\$480), Republic Services hauling dumpsters/trailers (\$212,813), Engineering fees (\$30,000), W & WW monitoring and updating model (\$10,000).

**44573 Leases and Rentals**

**1,500**

Oxygen and Acetylene gases and tank rentals (\$125), Rental of equipment (\$1,375).

**44598 Purchase/Storage/Treat.**

**1,650,530**

Trinity River Authority Wastewater Treatment Estimated @ 1.9 MGD / \$2.38 ('15 & '16 TRA +)

**Fiscal Services - Utility Administrative Services  
200-533-1**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel	0	0	0	0	0
Supplies	225	0	2,600	2,600	2,600
Maintenance	0	0	0	0	0
Services	1,659,164	1,687,891	1,722,635	1,722,635	1,314,866
Utility Bond Payments	446,333	342,696	1,734,325	1,734,325	2,371,794
Capital Outlay	0	0	0	0	0
Transfers	1,271,724	1,595,766	1,814,731	1,814,731	1,850,976
<b>Total</b>	<b>3,377,446</b>	<b>3,626,353</b>	<b>5,274,291</b>	<b>5,274,291</b>	<b>5,540,236</b>

**Objectives**

- Account for the accumulation of resources for, and the payment of, long-term debt principal and interest for revenue bonds and obligations under capital leases when due throughout the year and administrative overhead costs.
- Also accounts for supplies, training, travel, software and other project expenses of the City's Geographic Information System (GIS).

**Fiscal Services - Utility Administrative Services  
200-533-1**

<u>Expenditure Detail</u>	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
<b>Personnel Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
42200 Operating Supplies	0	0	2,600	2,600	2,600	NA	0.00%
42281 Apparatus and Tools	225	0	0	0	0	0.00%	0.00%
<b>Supplies Subtotal</b>	<b>225</b>	<b>0</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>	<b>NA</b>	<b>0.00%</b>
<b>Maintenance Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
44500 IT Software License & Maint	0	0	6,000	6,000	92,240	NA	1437.33%
44505 Training, travel, dues	722	0	2,450	2,450	2,450	NA	0.00%
44535 Financial Service Fees	0	0	19,212	19,212	16,282	NA	-15.25%
44540 Professional Services	97,048	152,235	133,240	133,240	0	-100.00%	-100.00%
44627 Ins., Fleet & IT Charges	1,310,442	1,257,602	1,311,733	1,311,733	1,203,894	-4.27%	-8.22%
47910 OPEB - Expense	221,969	256,386	220,000	220,000	0	-100.00%	-100.00%
47920 Unfunded TMRS expenses	28,983	21,668	30,000	30,000	0	-100.00%	-100.00%
<b>Services Subtotal</b>	<b>1,659,164</b>	<b>1,687,891</b>	<b>1,722,635</b>	<b>1,722,635</b>	<b>1,314,866</b>	<b>-22.10%</b>	<b>-23.67%</b>
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
54100 Admin. Fee-7.5%	1,271,724	1,595,766	1,814,731	1,814,731	1,850,976	15.99%	2.00%
<b>Transfers Subtotal</b>	<b>1,271,724</b>	<b>1,595,766</b>	<b>1,814,731</b>	<b>1,814,731</b>	<b>1,850,976</b>	<b>15.99%</b>	<b>2.00%</b>
47601 Revenue Bond Interest	164,151	244,885	256,325	256,325	463,794	89.39%	80.94%
47602 Revenue Bond Principle	0	0	1,475,000	1,475,000	1,905,000	NA	29.15%
47900 Paying Agent Fees	300	0	3,000	3,000	3,000	NA	0.00%
49615 Amortization	281,882	97,811	0	0	0	-100.00%	0.00%
<b>Utility Bond Expenses Subtotal</b>	<b>446,333</b>	<b>342,696</b>	<b>1,734,325</b>	<b>1,734,325</b>	<b>2,371,794</b>	<b>592.10%</b>	<b>36.76%</b>
<b>DIVISION TOTAL</b>	<b>3,377,446</b>	<b>3,626,353</b>	<b>5,274,291</b>	<b>5,274,291</b>	<b>5,540,236</b>	<b>52.78%</b>	<b>5.04%</b>
<b>Less Salaries &amp; Fuel, Lease Payments &amp; Insurance</b>	<b>2,931,113</b>	<b>3,283,657</b>	<b>3,539,966</b>	<b>3,539,966</b>	<b>3,168,442</b>	<b>-3.51%</b>	<b>-10.50%</b>

**Comments / Justification**

<b>42200 Operating Supplies</b>	<b>2,600</b>
GIS Supplies	
<b>44500 IT Software License &amp; Maint Fees</b>	<b>92,240</b>
GIS Hardware/Software \$4,000; GIS Database/Data \$45,000; GIS Maintenance \$43,240.	
<b>44505 Training, travel, dues</b>	<b>2,450</b>
GIS Training & Conferences	
<b>44535 Financial Service Fees</b>	<b>16,282</b>
Audit Fee	
<b>44627 Ins., Fleet &amp; IT Charges</b>	<b>1,203,894</b>
Employee health/life/dental/vision and property & casualty coverage \$735,560; fleet maintenance \$104,450; Information technology \$42,277; prorated labor charges \$321,607.	

**Utility Enterprise Fund - Permanent Capital Maintenance  
200-534-0**

Expenditure Detail	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed	Change from FY14 Actual	Change from FY15 Budget
<b>Personnel Services Subtotal</b>	0	0	0	0	0		
<b>Supplies Subtotal</b>	0	0	0	0	0		
43360 Water Supply Infrastructure	295,616	252,555	500,000	500,000	500,000	97.98%	0.00%
43370 WW Treatment Infrastructure	-2,402	166,209	500,000	500,000	500,000	200.83%	0.00%
<b>Maintenance Subtotal</b>	<b>293,214</b>	<b>418,764</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>138.80%</b>	<b>0.00%</b>
<b>Capital Outlay Subtotal</b>	0	0	0	0	0		
<b>Transfers Subtotal</b>	0	0	0	0	0		
<b>Utility Bond Expenses Subtotal</b>	36,480	236,273	0	0	0		
<b>DIVISION TOTAL</b>	<b>329,694</b>	<b>655,037</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>52.66%</b>	<b>0.00%</b>
<b>Less Salaries &amp; Fuel</b>	<b>293,214</b>	<b>418,764</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>138.80%</b>	<b>0.00%</b>

**Comments / Justification**

**43360 Water Supply Infrastructure**

**500,000**

Various staff projects for dead end mains, new lines, and rehabilitation of old mains up to 2500' per year. Chemical Storage Building Rehab at WTP, Replace 14 leaking valves at the WTP filters to meet TCEQ turbidity rules. Replace 6 old flow meters to accurately measure flow coming in and out of the plant. Rehab of aging clarifiers.

**43370 WW Treatment Infrastructure**

**500,000**

Blower Rebuild. Road work to improve area to move our equipment around the plant.  
Repair leaky air lines to improve efficiency. Trains 2 & 3  
Clean out Train 2 and Train 3 basins.  
Demo Drying bed to make efficient use of our real estate.  
Train 1 Clarifier Complete Rehab

FY 2015-16 PROPOSED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOLF FUND

	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimate	2015-16 Proposed
<b>BEGINNING WORKING CAPITAL:</b>	(2,979,377)	(3,120,963)	(2,977,481)	(2,977,481)	(3,019,538)
<b>OPERATING REVENUE:</b>					
Cart and Club Rentals	792,887	759,988	825,000	588,000	795,000
Tournament Fees	5,400	4,650	7,000	3,500	6,500
Driving Range	161,287	175,385	185,000	140,000	186,000
Golf Pro Shop Sales	203,833	182,492	247,000	158,000	228,000
Golf Course Green Fees	1,525,024	1,471,201	1,575,000	1,100,000	1,520,000
Annual Green Fee Memberships	172,350	152,847	175,000	119,374	150,000
Restaurant % of Sales	40,498	42,271	47,800	38,000	45,500
Lesson Income	11,741	7,410	20,000	6,300	25,000
Interest Income	371	131	155	187	155
Golf Sub-Lease	184,953	197,838	200,000	166,143	200,000
Miscellaneous Income	21,867	23,405	23,000	20,000	21,500
<b>Total Operating Revenue</b>	<b>3,120,210</b>	<b>3,017,620</b>	<b>3,304,955</b>	<b>2,339,504</b>	<b>3,177,655</b>
<b>TRANSFERS IN:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>3,120,210</b>	<b>3,017,620</b>	<b>3,304,955</b>	<b>2,339,504</b>	<b>3,177,655</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	1,287,063	1,114,299	1,364,303	1,112,713	1,340,568
Supplies	347,341	360,880	384,028	323,560	363,513
Maintenance	106,165	56,733	111,089	96,089	127,676
Services	837,545	753,774	834,852	681,074	634,777
Debt Service	484,786	478,113	433,150	0	0
Capital Outlay	0	0	115,000	50,000	365,998
Permanent Capital Maint.	0	0	0	0	0
<b>Total Operating Expenditures</b>	<b>3,062,900</b>	<b>2,763,798</b>	<b>3,242,422</b>	<b>2,263,436</b>	<b>2,832,532</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	198,896	110,340	118,125	118,125	114,000
<b>Total Transfers Out</b>	<b>198,896</b>	<b>110,340</b>	<b>118,125</b>	<b>118,125</b>	<b>114,000</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>3,261,796</b>	<b>2,874,138</b>	<b>3,360,547</b>	<b>2,381,561</b>	<b>2,946,532</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	<b>(141,586)</b>	<b>143,482</b>	<b>(55,592)</b>	<b>(42,057)</b>	<b>231,123</b>
<b>ENDING WORKING CAPITAL:</b>	<b>(3,120,963)</b>	<b>(2,977,481)</b>	<b>(3,033,073)</b>	<b>(3,019,538)</b>	<b>(2,788,415)</b>

FY 2015-16 PROPOSED OPERATING BUDGET  
 GOLF FUND DEPARTMENTAL SUMMARY  
 BY DIVISION

<b>Expenditures by Division</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Pro Shop	1,638,656	1,393,930	1,561,459	1,322,149	1,616,939
Course Maintenance	1,138,354	1,115,962	1,381,938	1,059,412	1,329,593
Debt Service **	484,786	478,113	433,150	0	0
Permanent Capital Maint. **	0	0	0	0	0
<b>Total</b>	<b>3,261,796</b>	<b>2,988,006</b>	<b>3,376,547</b>	<b>2,381,561</b>	<b>2,946,532</b>

\*\* Debt service is not a separate operating division.

<b><u>LAKE ENTERPRISE FUND - PRO SHOP</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Director of Golf	1	1	1	1	1
Assistant Director of Golf/Head Pro	1	1	1	1	1
Golf Relations & Activities Coordinator	1	1	1	1	1
Assistant Golf Pro	2	2	2	2	3
Pro Shop Coordinator	1	1	1	1	0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

**PART-TIME POSITIONS**

Pro Shop Maintenance Worker	3.88	3.88	3.88	3.88	3.88
<b>DIVISION TOTAL POSITIONS</b>	<b>9.88</b>	<b>9.88</b>	<b>9.88</b>	<b>9.88</b>	<b>9.88</b>

**LAKE ENTERPRISE FUND - GOLF MAINTENANCE**

Greens Superintendent	1	1	1	1	1
Assistant Greens Superintendent	2	2	2	2	1
Groundskeeper	10	10	10	10	10
Golf Course Mechanic	1	1	1	1	1
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>13.00</b>

**PART-TIME POSITIONS**

Groundskeeper	2.26	2.26	2.26	2.26	2.26
<b>DIVISION TOTAL POSITIONS</b>	<b>16.26</b>	<b>16.26</b>	<b>16.26</b>	<b>16.26</b>	<b>15.26</b>

<b>TOTAL LAKE ENTERPRISE FUND</b>	<b>26.14</b>	<b>26.14</b>	<b>26.14</b>	<b>26.14</b>	<b>25.14</b>
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**FY 2015-16 PROPOSED OPERATING BUDGET  
REVENUE DETAIL  
GOLF FUND**

<b>Acct. Number</b>	<b>Line Item Description</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
34600	Golf Club Rental Revenues	27,833	29,250	35,000	23,000	30,000	2.56%	-14.29%
34606	Cart Rentals	765,054	730,738	790,000	565,000	765,000	4.69%	-3.16%
34607	Tournament Fees	5,400	4,650	7,000	3,500	6,500	39.78%	-7.14%
34610	Driving Range	161,287	162,135	185,000	140,000	186,000	14.72%	0.54%
34616	Golf Merchandise Sales	195,530	175,710	240,000	150,000	220,000	25.21%	-8.33%
34617	Golf Sale Other Club	707	1,319	2,000	0	2,000	51.61%	0.00%
34618	Golf Employee Sales	7,596	5,462	5,000	8,000	6,000	9.85%	20.00%
34620	Golf Course Green Fees	1,525,024	1,471,201	1,575,000	1,100,000	1,520,000	3.32%	-3.49%
34622	Annual Green Fee Memberships	172,350	152,847	175,000	119,374	150,000	-1.86%	-14.29%
34625	Restaurant % of Sales	40,498	42,271	47,800	38,000	45,500	7.64%	-4.81%
34630	Lesson Income	11,741	7,410	20,000	6,300	25,000	237.38%	25.00%
34635	Golf Sub-Lease	184,953	197,838	200,000	166,143	200,000	1.09%	0.00%
34640	Golf Club Repair Fees	0	196	3,000	0	1,500	665.35%	-50.00%
39230	Interest Income	119	42	50	72	50	19.08%	0.00%
39231	Interest Income - '98 Bonds	89	32	30	40	30	-5.24%	0.00%
39232	Interest Income - '02 Tax Note	163	58	75	75	75	29.85%	0.00%
39999	Miscellaneous Income	21,768	23,153	20,000	20,000	20,000	-13.62%	0.00%
<b>TOTAL FUND REVENUE</b>		<b>3,120,210</b>	<b>3,017,620</b>	<b>3,304,955</b>	<b>2,339,504</b>	<b>3,177,655</b>	<b>5.30%</b>	<b>-3.85%</b>

**Proposed Rate Increase \*\*\*\*\***

69,000		Rounds	CURRENT	REVENUE	PROPOSED	REVENUES	INCREASE
			Rate		Rate		
9%	Weekday (Mon-Thur)	6,210	\$ 30.00	186,300	\$ 34.00	\$ 211,140.00	\$ 24,840.00
26%	Weekend (FR-Sat-Sun-Holidays)	17,940	\$ 35.00	627,900	\$ 43.00	\$ 771,420.00	\$ 143,520.00
3%	Weekday 9 holes	2,070	\$ 19.00	39,330	\$ 21.00	\$ 43,470.00	\$ 4,140.00
5%	Weekend 9 holes	3,450	\$ 21.00	72,450	\$ 24.00	\$ 82,800.00	\$ 10,350.00
7%	Weekday Twilight	4,830	\$ 19.00	91,770	\$ 21.00	\$ 101,430.00	\$ 9,660.00
8%	Weekend Twilight	5,520	\$ 21.00	115,920	\$ 24.00	\$ 132,480.00	\$ 16,560.00
14%	Senior (Mon-Thur)	9,660	\$ 16.00	154,560	\$ 19.00	\$ 183,540.00	\$ 28,980.00
1%	Junior (mon-Thur)	690	\$ 16.00	11,040	\$ 19.00	\$ 13,110.00	\$ 2,070.00
9%	Annual Pass	50	\$ 3,000.00	150,000	\$ 3,200.00	\$ 160,000.00	\$ 10,000.00
Grapevine Resident							
1%	Weekday (Mon-Thur)	690	\$ 24.00	16,560	\$ 27.20	\$ 18,768.00	\$ 2,208.00
4%	Weekend (FR-Sat-Sun-Holidays)	2,760	\$ 28.00	77,280	\$ 34.40	\$ 94,944.00	\$ 17,664.00
1%	Weekday 9 holes	690	\$ 15.20	10,488	\$ 16.80	\$ 11,592.00	\$ 1,104.00
1%	Weekend 9 holes	690	\$ 16.80	11,592	\$ 19.20	\$ 13,248.00	\$ 1,656.00
1%	Weekday Twilight	690	\$ 15.20	10,488	\$ 16.80	\$ 11,592.00	\$ 1,104.00
2%	Weekend Twilight	1,380	\$ 16.80	23,184	\$ 19.20	\$ 26,496.00	\$ 3,312.00
3%	Senior (Mon-Thur)	2,070	\$ 12.80	26,496	\$ 15.20	\$ 31,464.00	\$ 4,968.00
1%	Junior (mon-Thur)	690	\$ 12.80	8,832	\$ 15.20	\$ 10,488.00	\$ 1,656.00
1%	anytime punch	690	\$ 26.09	18,000	\$ 28.50	\$ 19,665.00	\$ 1,665.00
2%	Avid Golfer	1,380	0	0	0	\$ -	\$ -
1%	comp	690	0	0	0	\$ -	\$ -
100%							
	Cart 9 hole per rider	10,571	\$ 8.00	\$ 84,568	\$ 9.00	\$ 95,139	\$ 10,571.00
	Cart 18 Hole Per Rider	45,001	\$ 15.00	\$ 675,015	\$ 16.00	\$ 720,016	\$ 45,001.00
	Avid Golfer Cart	2,235	\$ 29.00	\$ 64,815	\$ 30.00	\$ 67,050	\$ 2,235.00
<b>TOTAL INCREASE</b>							<b>\$ 343,264.00</b>

**RATE INCREASE JUSTIFICATION**

Our Professionally Experienced team is entrusted to maximize the full potential of the facility. The following reasons will justify the need for a rate increase. Our goal is to enhance the overall product and service experience.

- 1) The financial assistance from the proposed rate increase will create a positive cash flow which will lessen the financial burden both in operations and capital expenditures to the City/Citizens of Grapevine.
- 2) A market repositioning to place Grapevine in a mid level position in the DFW marketplace. A recent survey of 26 facilities currently places Grapevine at 17 out of 26 based on weekday rates with cart and 22 out of 26 based on weekend rates with cart. This proposed rate increase will have a minimal impact on Grapevine residents since only 12% of our rounds currently come from Grapevine residents. Many of our competitors have implemented incremental rate increases over the last 3-5 years.
- 3) Operations and capital funding: Helps address such issues as Bunker renovation, erosion issues around irrigation ponds, replacement of irrigation control software and hardware system, practice range upgrades and improvements, and clubhouse renovation. Looking into the future planning, greens will need to be resurfaced. All of these items are big ticket items and will need to be addressed either through capital or operations expenses.

**Golf - Pro Shop  
210-340-1**

<b><u>Expenditures by Major Object</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	627,536	552,591	645,081	514,857	631,468
Supplies	145,946	141,763	155,088	111,700	137,838
Maintenance	24,611	9,754	25,089	25,089	50,676
Services	641,667	579,482	618,076	552,378	441,959
Capital Outlay	0	0	0	0	240,998
Transfers	198,896	110,340	118,125	118,125	114,000
<b>Total</b>	<b>1,638,656</b>	<b>1,393,930</b>	<b>1,561,459</b>	<b>1,322,149</b>	<b>1,616,939</b>

**Objectives**

- Improve public image and appreciation of the facility.
- Maintain the number of tournaments held by different customer groups.
- Continue to develop and increase junior participation in golfing activities.
- Maintain rounds of golf played.
- Improve golf sales.
- Provide customer service training for staff members with special emphasis on team building.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of tournaments held annually	106	106	150	150	130
Number of participants in junior golf activities	431	NA	775	775	775
Number of participants in special community development programs	1,701	1,701	1,800	1,800	1,900
Number of staff training sessions held	8	NA	8	8	12
Annual rounds of golf played	69,008	68,368	71,000	71,000	70,000
	Paid Rounds	Paid Rounds	TTL Rounds	TTL Rounds	TTL Rounds

**Golf - Pro Shop  
210-340-1**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	417,602	361,761	406,636	357,231	404,651	11.86%	-0.49%
41107 Salaries-Overtime	27,725	23,211	37,492	10,000	37,492	61.53%	0.00%
41180 Salaries-P/T & Hourly	62,936	45,787	79,528	43,691	81,119	77.17%	2.00%
41190 Contract Wages	12,642	25,509	16,000	16,000	0	-100.00%	-100.00%
41224 PARS Benefits	691	595	901	614	919	54.40%	2.00%
41236 TMRS Benefits	86,807	77,476	88,581	71,833	88,383	14.08%	-0.22%
41247 Medicare	7,460	6,570	7,712	6,100	7,749	17.94%	0.48%
41271 Salaries-Longevity	3,692	4,260	2,736	1,968	2,208	-48.17%	-19.30%
41273 Salaries-SLBB	7,982	7,421	5,495	4,620	4,747	-36.04%	-13.61%
41275 Car Allowance	0	0	0	2,800	4,200	NA	NA
<b>Personnel Services Subtotal</b>	<b>627,536</b>	<b>552,591</b>	<b>645,081</b>	<b>514,857</b>	<b>631,468</b>	<b>14.27%</b>	<b>-2.11%</b>
42200 Operating Supplies	19,863	20,162	25,788	11,000	6,818	-66.18%	-73.56%
42210 Computer Equip & Supplie	0	0	0	0	2,896	NA	NA
42220 Clothing Supplies	797	6,428	2,000	2,000	3,024	-52.95%	51.20%
42261 Postage Charges	515	840	600	200	600	-28.55%	0.00%
42281 Apparatus and Tools	1,337	259	6,700	5,000	4,500	1636.38%	-32.84%
42300 Merchandise COGS	123,432	114,074	120,000	93,500	120,000	5.19%	0.00%
<b>Supplies Subtotal</b>	<b>145,946</b>	<b>141,763</b>	<b>155,088</b>	<b>111,700</b>	<b>137,838</b>	<b>-2.77%</b>	<b>-11.12%</b>
43350 Building Maint.	19,135	7,053	17,159	17,159	44,096	525.19%	156.98%
43465 Misc. Equipment Maint.	5,477	2,701	7,930	7,930	6,580	143.63%	-17.02%
<b>Maintenance Subtotal</b>	<b>24,611</b>	<b>9,754</b>	<b>25,089</b>	<b>25,089</b>	<b>50,676</b>	<b>419.54%</b>	<b>101.98%</b>
44505 Training, travel, dues	210	384	700	400	700	82.53%	0.00%
44525 Utilities	40,340	27,437	58,207	30,324	49,891	81.84%	-14.29%
44535 Financial Service Fees	0	0	2,455	20,000	69,853	NA	2745.34%
44540 Professional Services	99,711	92,729	85,060	40,000	13,625	-85.31%	-83.98%
44565 Advert, Publications, Subs	0	0	0	0	9,000	NA	NA
44572 Range Maint, Club Repair	11,440	13,830	15,000	5,000	18,000	30.15%	20.00%
44627 Ins., Fleet & IT Charges	377,283	344,809	358,751	358,751	293,519	-14.87%	-18.18%
44701 Salary Attrition			-12,097	-12,097	-12,629		
47910 OPEB - Expense	100,414	92,735	100,000	100,000	0	-100.00%	-100.00%
47920 Unfunded - TMRS exp	12,269	7,559	10,000	10,000	0	-100.00%	-100.00%
<b>Services Subtotal</b>	<b>641,667</b>	<b>579,482</b>	<b>618,076</b>	<b>552,378</b>	<b>441,959</b>	<b>-23.73%</b>	<b>-28.49%</b>
48860 Machinery & Equip	0	0	0	0	240,998	NA	NA
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,998</b>	<b>NA</b>	<b>NA</b>
54100 Admin. Fee-7.5%	198,896	110,340	118,125	118,125	114,000	3.32%	-3.49%
<b>Transfers Subtotal</b>	<b>198,896</b>	<b>110,340</b>	<b>118,125</b>	<b>118,125</b>	<b>114,000</b>	<b>3.32%</b>	<b>-3.49%</b>
<b>DIVISION TOTAL</b>	<b>1,638,656</b>	<b>1,393,930</b>	<b>1,561,459</b>	<b>1,322,149</b>	<b>1,616,939</b>	<b>16.00%</b>	<b>3.55%</b>
<b>Less Salaries, Fuel, Insurance, Debt Service &amp; Admin. Fee</b>	<b>621,568</b>	<b>488,972</b>	<b>547,627</b>	<b>438,541</b>	<b>691,952</b>	<b>41.51%</b>	<b>26.35%</b>

<u>ACCT</u>	<u>TITLE</u>	<u>FY2015-2016</u>	<u>BUDGET</u>
42220	<b>CLOTHING SUPPLIES</b>		<b>\$3,024.00</b>
	7 Shirts @ \$13.50 x 16 employees x 2 times a year		3,024.00
42200	<b>DATA PROCESSING SUPPLIES</b>		<b>\$2,896.00</b>
	1 Box of scorecard forms @225.00		225.00
	2 Printer ribbons @ 13.00		26.00
	3 Toner replacements @ 20.00		60.00
	1 Box of name cards for carts @ 185.00		185.00
	4 Black printer cartridges @ \$300.00		1,200.00
	4 Color printer cartridges @ 300.00		1,200.00
42200	<b>GENERAL OFFICE SUPPLIES</b>		<b>\$1,978.00</b>
	10 Cases of cash register thermal paper@75.00		750.00
	3 Desk pad calendars @ 8.00		24.00
	Wall calendar		10.00
	5 Dozen legal pads @ \$13.80		69.00
	5 Dozen pens @ \$3.60		18.00
	48 Rolls of adding machine tape (12 @ 10.00)		40.00
	4 Dozen Marks-A-Lots @ 17.00		68.00
	3 Pack of message pads @ \$6.00		18.00
	2 Large Binders @ \$8.00		16.00
	12 Rolls of tape @ \$2.00		24.00
	6 Rolls of packing tape @ \$6.00		36.00
	10 Cases of copy paper @ \$35.00		350.00
	1 Cases of legal copy paper @ \$55.00		55.00
	4 Boxes Envelopes @ 10.00		40.00
	2 Boxes of Laminate @ 50.00		100.00
	First Aid restocking for Pro Shop & Cart Barn		200.00
42200	<b>COPY MACHINE CHARGES</b>		<b>\$500.00</b>
42200	<b>PRINTING &amp; COPIER</b>		<b>\$700.00</b>
	5,000 Rack Cards		550.00
	1 Boxes Stationary envelopes and stationary @ 150.00		150.00
42200	<b>JANITORIAL &amp; MISC. SUPPLIES</b>		<b>\$500.00</b>
42200	<b>OTHER SUPPLIES</b>		<b>\$3,140.00</b>
	100 Gross golf pencils @ 9.00		900.00
	Golf Towels for Carts		1,000.00
42261	<b>POSTAGE RELATED CHARGES</b>		<b>\$600.00</b>
	Regular postage, Golf Advisory Board mail outs, postage increase and postage for returning merchandise		
42281	<b>MINOR TOOLS</b>		<b>\$100.00</b>
42281	<b>MINOR APPARATUS</b>		<b>\$4,400.00</b>
	Calculator		200.00
	Display Fixtures		1,000.00
	Power Washer replacement		2,200.00
	Power Washer replacement - deleted \$1,500		
	Outside speaker system		1,000.00

<b>43350</b>	<b>BUILDING MAINTENANCE</b>	<b>\$44,096.00</b>
	Pest control - \$80 per month x 12	960.00
	PA System repairs	700.00
	4 Carpet cleanings @ \$350.00	1,400.00
	Wood ant control	336.00
	2 Automatic door stops	80.00
	5 Plumbing service calls	375.00
	Plumbing repairs	500.00
	4 Electrical service calls	300.00
	Trim & Wood repairs	700.00
	Lock repairs	300.00
	24 - 200 Watt bulbs @ \$2.00	48.00
	75 - 60 Watt bulbs @ 1.00	75.00
	24 - Flood lights @ \$5.00	120.00
	1 Case of 4' fluorescent lights	60.00
	1 Case of 8' fluorescent lights	75.00
	Door Repairs (cart barn, club house)	500.00
	1 Complete door replacement	300.00
	12 Globes for outside lights @ \$5.75	69.00
	2 Toilet repair kits	38.00
	1 Toilet seat	30.00
	4 - 8' ballast @ \$24.00	96.00
	2 - 4' ballast @ \$17.00	34.00
	Exterior Repairs	5,000.00
	Replacement of 2 overhead doors in cart barn	2,000.00
	Roof replacement	28,000.00
	Heating & A/C System Maintenance	2,000.00
<b>43465</b>	<b>MACHINERY, TOOLS, IMPLEMENT</b>	<b>\$2,500.00</b>
	Maintenance & repairs of golf carts including gas/oil, grease for carts and parts not included in warranty contract	
<b>43465</b>	<b>OFFICE EQUIPMENT MAINTENANCE</b>	<b>\$4,080.00</b>
	Copier	300.00
	Computer/Printer	380.00
	Golf System	1,900.00
	Radio system	1,500.00
<b>42200</b>	<b>ADVERTISING</b>	<b>\$9,000.00</b>
	Ads run in publications and Website	9,000.00
<b>44505</b>	<b>TRAVEL/TRAINING</b>	<b>\$250.00</b>
	Mileage reimbursement at .44 1/2 per mile	250.00
<b>44505</b>	<b>ASSOCIATION/DUES/MEMBERSHIPS</b>	<b>\$450.00</b>
	USGA	100.00
	Texas Golf Association (Slope Rating)	150.00
	National Golf Foundation	200.00
<b>44525</b>	<b>UTILITIES</b>	<b>\$47,000.00</b>
	<b>TELEPHONE SYSTEM</b>	
	AVG \$1200 per mont x 12 months	14,400.00
	Cell phone for Walter Green and Merlin Tielkemeier Russell\$750 x 12 months	9,000.00
	<b>WATER SERVICES</b>	
	AVG \$500.00 x 12 Per Water Department	5,500.00
	<b>ELECTRIC</b> \$20491 per Dewey Stouffels	20,491.00

<b>44540</b>	<b>OTHER SERVICES</b>	<b>\$13,625.00</b>
	Alarm system maintenance/Monitoring fee from Texas Fire & Protection for Pro Shop, Maintenance Barn, Ball building, Cameras.& Mulligan's 1500 = 5 alarms/year	3,000.00
	Alarm Permit	25.00
	Towel cleaning service for golf carts	2,000.00
	Pro Shop cleaning service 300 x 12 = \$3,600.00	3,600.00
	Charge on Handicap Program	5,000.00
<b>44535</b>	<b>SPECIAL SERVICES</b>	<b>\$69,853.00</b>
	Audit fee per Debrah Russo	2,320.00
	Credit Card Services (currently averaging \$                      per month - usage is continuing to increase yearly)	67,533.00
<b>44627</b>	<b>INSURANCE, FLEET &amp; INFO. TECHNOLOGY CHARGES</b>	<b>\$293,519.00</b>
	Employee health/life/dental/vision coverage	275,317.00
	Fleet maintenance charges for services	3,200.00
	Information Technology charges for services	15,002.00
<b>44680</b>	<b>ADMINISTRATIVE FEE</b>	<b>\$114,000.00</b>
<b>44572</b>	<b>RANGE AND RENTAL CLUB EXPENSES</b>	<b>\$18,000.00</b>
	Maintenance & repairs for range ball machine & ball washer	1,000.00
	Maintenance, oil, gasoline & repairs for range picker.	3,500.00
	Tokens, baskets, range balls & etc.	8,000.00
	rental replacements	5,500.00
<b>42300</b>	<b>PRO SHOP EXPENSES</b>	<b>\$120,000.00</b>
	Merchandise, special orders & etc.	120,000.00
<b>48860</b>	<b>MACHINERY &amp; EQUIPMENT</b>	<b>\$240,998.00</b>
	94 Electric Golf Carts	230,958.00
	2 Gas Marshal Carts	4,514.00
	6 Passenger People Mover	5,526.00

**Golf - Course Maintenance  
210-340-2**

<b>Expenditures by Major Object</b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Personnel Services	659,527	561,708	735,222	597,856	709,100
Supplies	201,396	219,116	228,940	211,860	225,675
Maintenance	81,554	46,979	86,000	71,000	77,000
Services	195,878	174,292	216,776	128,696	192,818
Capital Outlay	0	113,867	115,000	50,000	125,000
Transfers	0	0	0	0	0
<b>Total</b>	<b>1,138,354</b>	<b>1,115,962</b>	<b>1,381,938</b>	<b>1,059,412</b>	<b>1,329,593</b>

**Objectives**

- Continue to improve the care and operation of maintenance equipment.
- Conduct monthly training/safety meetings to emphasize proper operation and maintenance of equipment.
- Continue to improve the overall playability of the course.
- Continue to improve putting quality through frequent aerification, top dressing and verticutting primarily during the Bermuda grass growing season.
- Improve the upkeep and appearance of the maintenance facility and adjacent areas.

<b><u>Performance Indicators</u></b>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>
Number of employee training/safety meetings	12	12	12	12	12
Number of greens aerifications annually	10	10	10	10	10
Number of greens top dressings annually	9	9	10	10	10
Number of greens verticuts annually	15	15	18	18	18
Number of maintenance facility inspections conducted annually	12	12	12	12	12

**Golf - Course Maintenance  
210-340-2**

<u>Expenditure Detail</u>	<b>2012-13 Actual</b>	<b>2013-14 Actual</b>	<b>2014-15 Budget</b>	<b>2014-15 Estimate</b>	<b>2015-16 Proposed</b>	<b>Change from FY14 Actual</b>	<b>Change from FY15 Budget</b>
41100 Salaries-Full Time	488,344	408,239	526,925	451,420	502,832	23.17%	-4.57%
41107 Salaries-Overtime	44,885	46,472	16,594	35,348	16,594	-64.29%	0.00%
41180 Salaries-Pt. and Hourly	6,144	5,929	61,700	3,500	62,287	950.46%	0.95%
41224 PARS Benefits	80	77	519	62	529	586.39%	1.93%
41236 TMRS Benefits	101,293	89,426	110,234	94,011	105,536	18.01%	-4.26%
41247 Medicare	6,880	6,778	8,925	7,040	8,619	27.17%	-3.43%
41271 Salaries-Longevity	6,856	2,496	2,976	2,928	3,552	42.31%	19.35%
41273 Salaries-SLBB	5,045	2,290	7,349	3,547	9,151	299.62%	24.52%
<b>Personnel Services Subtotal</b>	<b>659,527</b>	<b>561,708</b>	<b>735,222</b>	<b>597,856</b>	<b>709,100</b>	<b>26.24%</b>	<b>-3.55%</b>
42200 Operating Supplies	11,186	16,326	13,500	14,310	15,175	-7.05%	12.41%
42205 Grounds Maintenance	144,215	162,146	163,050	163,050	165,000	1.76%	1.20%
42220 Clothing Supplies	7,153	5,965	6,500	4,000	5,000	-16.18%	-23.08%
42281 Apparatus and Tools	4,452	6,513	6,490	5,500	5,500	-15.55%	-15.25%
42285 Motor Vehicle Supplies	34,390	28,166	39,400	25,000	35,000	24.26%	-11.17%
<b>Supplies Subtotal</b>	<b>201,396</b>	<b>219,116</b>	<b>228,940</b>	<b>211,860</b>	<b>225,675</b>	<b>2.99%</b>	<b>-1.43%</b>
43301 Infrastructure Maintenanc	4,333	4,394	10,500	4,500	8,500	93.46%	-19.05%
43350 Building Maint.	6,195	6,848	13,500	8,000	10,000	46.04%	-25.93%
43355 Recreation Facilities Mair	24,536	11,861	16,500	16,500	17,000	43.33%	3.03%
43465 Misc. Equipment Maint.	46,491	23,877	45,500	42,000	41,500	73.81%	-8.79%
<b>Maintenance Subtotal</b>	<b>81,554</b>	<b>46,979</b>	<b>86,000</b>	<b>71,000</b>	<b>77,000</b>	<b>63.90%</b>	<b>-10.47%</b>
44505 Training, travel, dues	2,676	725	2,905	2,500	2,500	245.00%	-13.94%
44525 Utilities	190,559	171,308	223,475	140,000	200,000	16.75%	-10.50%
44540 Professional Services	1,184	1,000	1,700	100	2,000	99.94%	17.65%
44573 Leases and Rentals	1,459	1,259	3,400	800	2,500	98.55%	-26.47%
44701 Salary Attrition			-14,704	-14,704	-14,182		
<b>Services Subtotal</b>	<b>195,878</b>	<b>174,292</b>	<b>216,776</b>	<b>128,696</b>	<b>192,818</b>	<b>10.63%</b>	<b>-11.05%</b>
48860 Machinery & Equipment	0	113,867	115,000	50,000	125,000	9.78%	8.70%
<b>Capital Outlay Subtotal</b>	<b>0</b>	<b>113,867</b>	<b>115,000</b>	<b>50,000</b>	<b>125,000</b>	<b>9.78%</b>	<b>8.70%</b>
<b>DIVISION TOTAL</b>	<b>1,138,354</b>	<b>1,115,962</b>	<b>1,381,938</b>	<b>1,059,412</b>	<b>1,329,593</b>	<b>19.14%</b>	<b>-3.79%</b>
<b>Less Salaries &amp; Fuel</b>	<b>444,437</b>	<b>526,088</b>	<b>607,316</b>	<b>436,556</b>	<b>585,493</b>	<b>11.29%</b>	<b>-3.59%</b>

**Golf - Course Maintenance**  
**210-340-2**  
**Comments / Justification**

<b><u>42205</u></b> <b><u>Grounds Maintenance</u></b> Slight increase for work on sand trap drainage.	<b>165,000</b>
<b><u>42281</u></b> <b><u>Apparatus and Tools</u></b> Increase for purchase of replacement drinking fountains.	<b>5,500</b>
<b><u>43301</u></b> <b><u>Infrastructure Maintenance</u></b> Decrease from FY15.	<b>8,500</b>
<b><u>43355</u></b> <b><u>Recreation Facilities Maintenance</u></b> Increase for purchase of more efficient sprinkler heads.	<b>17,000</b>
<b><u>43465</u></b> <b><u>Misc. Equip Maint.</u></b> Same as FY15. FY14 actual was lowered by \$21,085.88 for depreciation.	<b>41,500</b>
<b><u>44505</u></b> <b><u>Training, travel, dues</u></b> Increase for GCSAA Conference attendance.	<b>2,500</b>
<b><u>44525</u></b> <b><u>Utilities</u></b> 3% increase for raw water.	<b>200,000</b>
<b><u>44540</u></b> <b><u>Professional Services</u></b> Increase for dues to Audubon Sanctuary Program.	<b>2,000</b>
<b><u>44573</u></b> <b><u>Leases and Rentals</u></b> Same as FY15.	<b>2,500</b>
<b><u>48860</u></b> <b><u>Machinery &amp; Equipment</u></b> Includes purchase of Hybrid Greens Mower -\$38,000; Fairway Mower- \$58,000; and Reel Grinder- \$29,000.	<b>125,000</b>

**FY 2015-16 INCREASED SERVICE LEVEL PROPOSALS**

<b>Dept</b>	<b>Division</b>	<b>Title</b>	<b>Personnel Costs</b>	<b>Other Operating Costs</b>	<b>Capital Costs</b>	<b>Total Proposed Cost</b>	<b>Additional FTE Requested</b>
CMO	IT	Citywide Laserfiche System Phase II	-	-	83,665	83,665	-
CMO	IT	GIS Applications Programmer	73,606	-	-	73,606	1.000
City Sec.	Admin	CMO Conference Room Camera & Audio System	-	-	18,577	18,577	-
Human Res.	Admin	Reclass to HR Analyst II	87,208	2,550		89,758	0.525
Police	Admin	Community Outreach Center Coordinator	82,796			82,796	1.000
Fire	Admin	IT Technical Support Specialist for Police & Fire	57,588	9,386		66,974	1.000
Parks	Athletics	PARD Concession Stand Recreation Specialist	55,346	1,298		56,644	1.000
<b>Total General Fund</b>			<b>356,544</b>	<b>13,234</b>	<b>102,242</b>	<b>472,020</b>	<b>4.525</b>

<b>TOTAL FY 2016 ISL PROPOSALS</b>	<b>356,544</b>	<b>13,234</b>	<b>102,242</b>	<b>472,020</b>	<b>4.525</b>
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## FY 2016 CAPITAL EQUIPMENT REQUESTS

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Total Proposed Cost
Muni Court	Administration	Additional Scanner	1,000			1,000
Police	Animal Services	Chain linked Kennels		14,000		14,000
Police	Animal Services	Sound Proofing Interior Dog Kennel Areas		9,000		9,000
Fire	Training & Career	1 Laptop for Training	2,000			2,000
Fire	Training & Career	Wi-Fi at Every Station	6,000			6,000
Fire	Training & Career	9 iPads for Field Training Paramedics	6,570			6,570
Fire	Administration	Pulse Point App	22,000			22,000
Fire	Administration	7 Tablet MDC's	29,400			29,400
Fire	Fire Operations	4 iPhones for MICU's	800			800
Fire	Fire Operations	Knox Box Upgrade		26,350		26,350
Fire	Fire Operations	CPR Lucas Device		80,000		80,000
Fire	Fire Operations	Night Vision Imaging Device for Marine 1		14,700		14,700
Fire	Fire Operations	ATV 6x6 Wildland Firefighting Unit		33,000		33,000
Fire	Fire Operations	Replace Medic 10		21,000		21,000
Public Works	Fleet	Fueling Facility Upgrade & Management Software		158,000		158,000
Public Works	Engineering	Plotter Printer	10,000			10,000
Public Works	Streets	Self Contained Leaf Collector & M2 Freightliner		42,500	45,000	87,500
Public Works	Traffic	Bitumen Machine		17,000		17,000
<b>Total General Fund</b>			<b>77,770</b>	<b>415,550</b>	<b>45,000</b>	<b>538,320</b>

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Total Proposed Cost
Public Works	Stormwater Drainage	Self Contained Leaf Collector & M2 Freightliner		42,500	45,000	87,500
<b>Total Stormwater Drainage Fund</b>			<b>-</b>	<b>42,500</b>	<b>45,000</b>	<b>87,500</b>

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Total Proposed Cost
CCPD	Uniform Operations	Body-Worn/Evidence.com		62,356		62,356
CCPD	Uniform Operations	Radars for Patrol Vehicles & Pro Laser IV Lidar		26,087		26,087
CCPD	Uniform Operations	X26P Taser		108,840		108,840
CCPD	Uniform Operations	Patrol Vehicle Truck Vaults		16,059		16,059
CCPD	Uniform Operations	Ballistic Vests for Patrol and SWAT Team		21,696		21,696
CCPD	Technical Services	Mobile Radios		100,000		100,000
CCPD	Technical Services	Cradlepoint Wi-Fi Cellular Modems		45,000		45,000
<b>Total Crime Control and Prevention District</b>			<b>-</b>	<b>380,038</b>	<b>-</b>	<b>380,038</b>

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Total Proposed Cost
Golf	Course Maintenance	Fairway Mower		58,000		58,000
Golf	Course Maintenance	Greens Mower		38,000		38,000
Golf	Course Maintenance	Reel Grinder		29,000		29,000
Golf	Golf Course	94 Electric Golf Carts		230,958		230,958
Golf	Golf Course	2 Gas Marshall Carts		4,514		4,514
Golf	Golf Course	6 Passenger People Mover		5,526		5,526
<b>Total Golf Fund</b>			<b>-</b>	<b>365,998</b>	<b>-</b>	<b>365,998</b>

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Total Proposed Cost
Public Works	Wastewater Collection	Transporter for CCTV Truck		60,250		60,250
Public Works	Utility Billing	3 24" Monitors	675			675
Public Works	Utility Billing	Fax Replacement and 3 Laser Printers	3,000			3,000
<b>Total Utility Fund</b>			<b>3,675</b>	<b>60,250</b>	<b>-</b>	<b>63,925</b>

<b>TOTAL FY 2015 CAPITAL EQUIPMENT REQUESTS</b>			<b>81,445</b>	<b>1,264,336</b>	<b>90,000</b>	<b>1,435,781</b>
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\* The total cost of Mounted Truck is \$85,000 and M2 Freightliner is \$90,000 and is proposed to be split by the SDUS and General Funds at 1/2 each.



**FY 2016 TECHNOLOGY EQUIPMENT REPLACEMENTS**

<b>CATEGORY</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>COMMENTS</b>
<b>LAN/WAN</b>			
	Canopy Radio Network Improvements	\$50,750	Maintenance of the Canopy Radio network
	Citywide Infrastructure Upgrades	\$150,000	Switches, WIFI access points, and various upgrades
<b>SOFTWARE &amp; EQUIPMENT</b>			
	Equipment Replacement	\$60,000	
	Microsoft Office License Renewal - Software Assurance (Qty: 670)	\$54,300	
	Microsoft Windows License Renewal (Qty: 670)	\$44,200	
	VMWare License Renewal	\$45,000	
<b>VIRTUAL DESKTOPS</b>			
	Endpoints (Qty: 125)	\$40,000	Zero clients and Shuttle PCs
	Windows Virtual Desktop Licenses (Qty: 200)	\$10,000	Additional virtual users
<b>VIRTUALIZATION</b>			
	Host	\$45,000	
	Storage	\$100,750	
<b>TOTAL FY 2016 TECHNOLOGY EQUIPMENT REPLACEMENTS</b>		<b>\$600,000</b>	

## FY 2016 POTENTIAL DEBT ISSUE

<u>Vehicle &amp; Equipment Replacement Schedule</u>		<u>Amount</u>
PW 415-3	2000 Freightliner FL70 Pothole truck	160,000
PW 415-3	1999 Freightliner FL70 Flatbed dump	115,000
PW 415-3	2000 Sterling L7501 single axle 6/8 yd dump truck	120,000
PW 415-3	2000 Freightline FL70 single axle 6/8 yd dump truck	120,000
Fire 210-3	2008 Rosenbauer Pumper Fire Truck	688,293
CVB 350-12	2008 International Bus	200,000
CVB 350-12	2008 International Bus	200,000
<b>Subtotal</b>		<b>1,603,293</b>
<u>Additional Capital Equipment Requests</u>		
PW 415-3	Self-contained Leaf Collector Vehicle (1/2 cost)	87,500
SDUS 535-1	Self-contained Leaf Collector Vehicle (1/2 cost)	87,500
<b>Subtotal</b>		<b>175,000</b>
<u>IT Data Center</u>		
GF 101-2	Equipment/Storage/Structure	2,502,496
<b>Subtotal</b>		<b>2,502,496</b>
<b>TOTAL POTENTIAL DEBT ISSUE</b>		<b>4,280,789</b>