



July 25, 2016

Honorable Mayor and Members of the City Council,

I am pleased to present you with the *FY17 City Manager's Proposed Budget*. This budget is primarily a maintenance budget, but it also incorporates some minor changes that will continue to promote the City and its values.

As we developed the Proposed Budget, we focused on several key elements:

- Addressing property taxes
- Public Safety Building staffing
- Compensation

Of course the key tenets such as maintenance of fund balance, continuity of quality service, maintaining our assets, and sustainability are always incorporated into the budget.

Property Taxes

Over the past couple of years the housing demand in North Texas, particularly in Tarrant County, has increased exponentially. Our robust economy and local amenities make the region very attractive, and housing is in high demand yet supply is limited. As a result, the cost of housing has increased significantly, which has driven higher appraised property values. The increase in appraised values impacts citizens by creating a higher tax bill. In many cases, values have increased in excess of 10%, year-over-year. In order to avoid this impact on the community, the Proposed Budget provides an Effective Tax Rate.

The Effective Tax Rate will produce an individual's tax bill equal to the tax rate of FY15. As a matter of fact, the City's sound fiscal management and lean operations have allowed Grapevine to consistently lower the tax rate. Since 2000, the tax rate has decreased 21% from 0.38 per \$100 of valuation to .032 in FY16. Fortunately, sales taxes and user fees

have been strong enough to allow the budget to forgo any increases in property tax revenues during this time, which is something very unique to the City of Grapevine.

Public Safety Building

Just as FY15 brought excitement with the grand opening of the REC, FY17 brings the grand opening of the City’s new Public Safety Building. Both facilities are state-of-the-art and are designed to provide the highest quality service to the citizens. As mentioned earlier, Grapevine citizens have benefited from the Effective Tax Rate, and therefore have not paid a single additional dollar for these facilities. Our ability to reinvest in capital program is unique for two reasons: 1) the balance in the property tax rate between the General Fund’s operating rate and the Debt Service rate provides the capacity to have a robust capital program without imposing additional taxes, and 2) by controlling fixed operating costs, the ability to issue bonds for capital projects and improvements is maximized.

The Proposed Budget includes funding for positions related to the staffing of the Public Safety Building. These recommendations are consistent with the July 2015 building discussion as well as the June 2016 Budget Preview presentation. The ISL includes seven months of funding for the following positions:

Funding Source	Position	FTE	Cost
General Fund	Receptionist	1	\$27,449
General Fund	Sr. Building Maintenance Tech	1	34,025
CCPD	Jailers	6	\$188,367
CCPD	Property/Evidence Technician	2	68,200
CCPD	Records Specialist	3	87,296
	Total	13	\$405,337

Compensation

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 stay at 50% of market, combinations of merit and market adjustments are proposed.

General employees will receive a 2% market adjustment and are eligible for a 1% merit. Those employees at the top of their salary range will receive the 2% market adjustment only.

Police and Fire sworn personnel will receive a 2% market adjustment plus 5% step increases. In FY16, the step plan was extended by adding two additional 3% step levels to provide future growth opportunities for the employees at the top of the range. As a result, nearly all step employees are eligible for a step increase because FY17 adds the second 3% step.

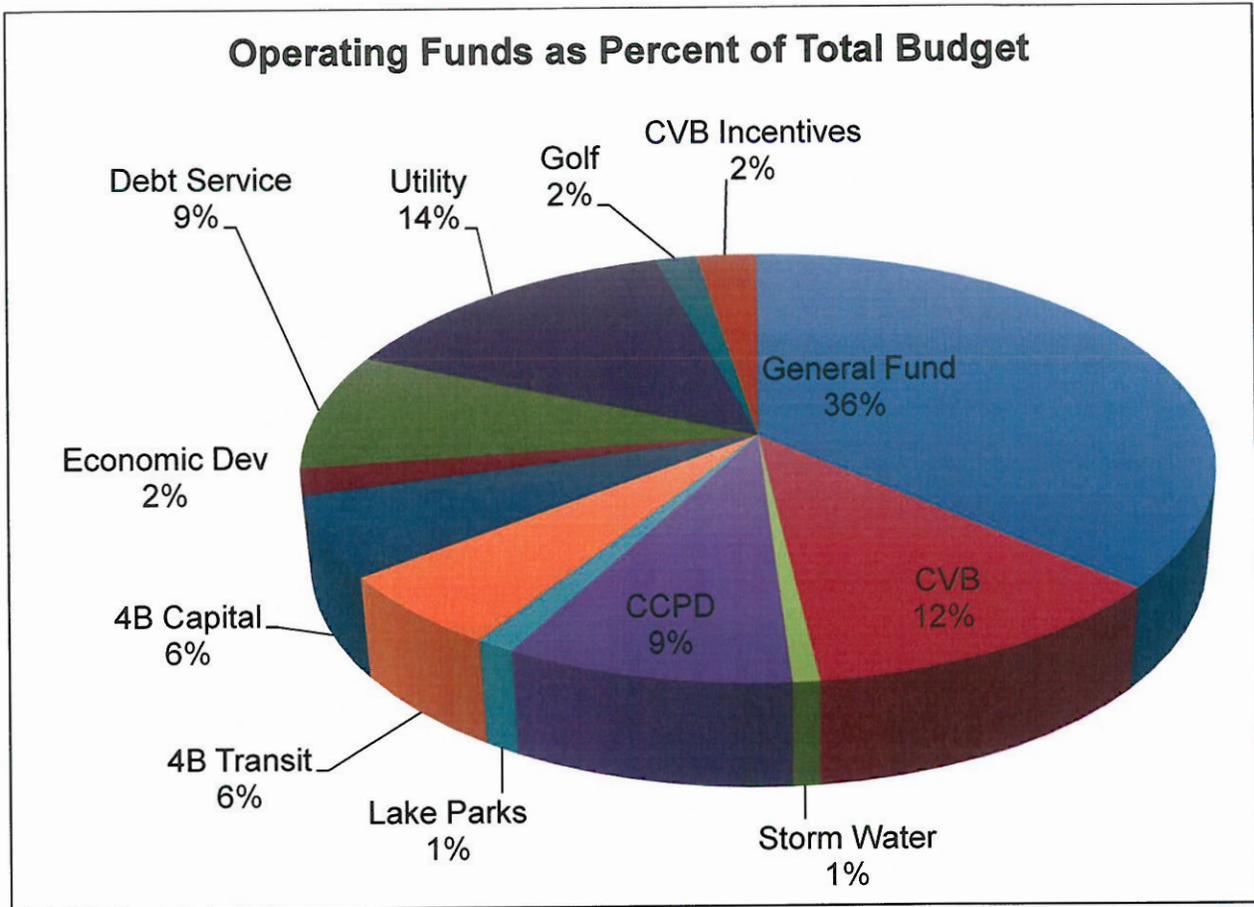
The recommendations are as follows:

FY17 Compensation				
	Merit	Steps	Market	Total
General Employees	1%	N/A	2%	3%
Police and Fire	N/A	5% or 3%	2%	7% or 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.

Total Operating Budget – All Funds

Overall, the City’s total operating budget is \$174 million and increases 2% over the FY16 Adopted Budget. The General Fund Budget represents \$63.5 million of the total or 37%. The distribution of funds is illustrated on the following page.



General Fund Summary

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. The projected FY17 reserve is 26%.

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 remains constant from FY16.

General Fund Revenues increased slightly by 2.6% or \$1.4 million over the FY16 budget. The FY17 Proposed Revenue Budget is \$64.4 million. Correspondingly, General Fund Expenditures increase 1.3% to \$63.5 million, which provides a \$1 million surplus to the General Fund. The expenditure increase is attributed mostly to personnel costs related to the compensation plan and insurance.

As mentioned above, Quality of Life, PCMF, and PSMF funding of \$6,279,000 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.

Lake Parks

The proposed budget recommends one additional position for Lake Parks that is fully offset by revenues. If approved, this position will assist in scheduling programs at all Lake Parks, and will eventually become a key component of the future activities at the expanded Rock Ledge Park.

Position	FTE	Cost
Program Coordinator	1	\$61,433

Crime Control & Prevention District (CCPD)

The FY17 Proposed Budget includes a \$200,000 transfer from the General Fund and appropriates \$1.1 million from fund balance, leaving nearly \$600,000 in reserve. Staffing levels increase by 11 FTE, or \$343,863 to staff the new public Safety Building.

Debt

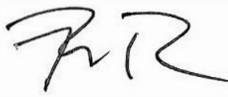
A \$1.1 million Certificate of Obligation (CO) issuance is proposed for FY17 to provide for the second year of a two-year funding strategy to replace end-of-life technology and equipment necessary for the City's technology infrastructure and public safety communications equipment.

Staff will provide an in-depth presentation in August for the remodel of Fire Stations 1 and 4. At that time, additional detail will be provided regarding project costs and financing.

We will have the first of two Budget Workshops on August 4, and a second is scheduled for August 15.

Sincerely,


Greg Jordan
Chief Financial Officer


Bruno Rumbelow
City Manager

FY 2017 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND

<u>Description</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Adopted Bdgt</u>	<u>2015-16</u> <u>Estimate</u>	<u>2016-17</u> <u>Proposed Bdgt</u>
BEGINNING FUND BALANCE:	11,961,680	12,918,230	13,402,188	13,402,188	13,519,115
OPERATING REVENUE:					
Ad Valorem Taxes	8,458,736	8,460,482	8,526,389	9,738,121	9,036,995
Sales Taxes	26,376,697	27,306,949	28,500,000	27,986,317	27,846,386
Mixed Beverage Taxes	1,566,664	1,647,776	1,695,892	1,695,892	1,695,892
Franchise Fees	6,785,151	6,824,481	6,679,719	4,750,079	6,679,719
License & Permits	1,382,865	1,573,601	1,364,173	1,400,874	1,450,376
Charges for Services	8,577,552	9,719,328	9,860,653	10,966,316	10,808,026
Intergovernmental	83,062	127,119	86,482	86,492	94,577
Fines and Forfeitures	2,195,666	1,899,682	2,058,696	1,704,543	1,916,560
Miscellaneous	1,156,783	983,126	740,991	1,032,334	716,650
Total Operating Revenue	56,583,176	58,542,544	59,512,995	59,360,967	60,245,181
TRANSFERS IN:					
Admin Fee - Utility Fund	1,595,766	1,587,535	1,850,976	1,861,369	1,863,675
Admin Fee - CVB Fund	1,147,952	1,346,398	963,012	1,056,052	1,038,520
Admin Fee - Golf Fund	110,340	75,709	114,000	80,414	112,500
Admin Fee - SDUS Fund	104,008	104,423	105,029	84,123	106,425
Admin Fee - Lake Parks Fund	167,524	84,745	121,050	44,022	150,450
Admin Fee - Economic Development	-	299,207	-	131,778	261,060
Admin Fee - 4B Fund	283,450	-	261,651	-	-
Total Transfers In	3,409,040	3,498,018	3,415,718	3,257,758	3,532,630
TOTAL REVENUE AND TRANSFERS	59,992,216	62,040,562	62,928,713	62,618,725	63,777,811
OPERATING EXPENDITURES:					
Personnel	26,375,937	27,376,972	29,130,635	29,145,912	29,745,335
Supplies	2,775,983	3,174,553	3,303,721	3,219,033	3,298,192
Maintenance	935,247	895,635	983,093	900,021	1,042,316
Services	9,615,166	10,245,367	10,198,454	10,001,898	10,516,418
Capital Outlay	106,780	208,617	62,000	150,006	69,720
Insurance	9,538,539	10,883,546	10,716,200	10,200,394	11,388,050
Total Operating Expenditures	49,347,652	52,784,690	54,394,103	53,617,264	56,060,031
TRANSFERS OUT:					
To Permanent Capital Maintenance	2,809,000	3,279,000	3,279,000	3,279,000	3,279,000
To Permanent Street Maintenance					
To Capital Equipment Acquisition Fund	1,676,000	1,202,000	1,906,099	1,906,099	982,000
To Community Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
To Crime Control and Prevention District Fund	1,175,000	700,000			200,000
To Economic Development Fund	1,000,000	4,624			
To Capital Improvement Projects Fund	-	-	200,000	699,436	-
To Convention and Visitors Fund	28,014	33,463			
Total Transfers Out	9,688,014	8,219,087	8,385,099	8,884,535	7,461,000
TOTAL EXPENDITURES AND TRANSFERS	59,035,666	61,003,777	62,779,202	62,501,799	63,521,031
SURPLUS (GAP):	956,550	1,036,786	149,511	116,927	256,781
ENDING FUND BALANCE:	12,918,230	13,402,188	13,551,699	13,519,115	13,775,896
FUND BALANCE REQUIREMENT:	9,744,713	10,556,938	10,878,821	10,723,453	11,212,006

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

* The FY17 projected ending fund balance represents 25% of total budgeted expenditures (90 days of operations)

FY 2017 PROPOSED OPERATING BUDGET
REVENUE DETAIL
GENERAL FUND

<u>Account</u>	<u>Description</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Adopted Bdgt</u>	<u>2015-16</u> <u>Estimate</u>	<u>2016-17</u> <u>Proposed Bdgt</u>
31100	General Property Taxes-Current	8,406,554	8,427,007	8,466,389	9,703,152	9,002,026
31101	General Property Taxes-Delinqn	16,337	1,426	30,000	2,578	2,578
31103	Property Taxes-P & I	35,845	32,048	30,000	32,392	32,392
SUBTOTAL - AD VALOREM TAXES		8,458,736	8,460,482	8,526,389	9,738,121	9,036,995
31204	Sales Taxes	26,376,697	27,306,949	28,500,000	27,986,317	27,846,386
31306	Mixed Beverage Taxes	1,566,664	1,647,776	1,695,892	1,695,892	1,695,892
SUBTOTAL - SALES AND USE TAXES		27,943,361	28,954,725	30,195,892	29,682,209	29,542,278
31410	Franchise Fees-Electric	3,645,524	3,702,232	3,702,000	2,538,193	3,702,000
31411	Fran. Fees - Telephone/ Access	665,929	694,080	650,000	466,427	650,000
31412	Franchise Fees-Gas	820,953	690,654	700,000	430,209	700,000
31413	Franchise Fees-Cable Televisio	912,059	945,245	850,000	597,693	850,000
31414	Franchise Fees-Refuse Collect.	740,685	792,271	777,719	717,557	777,719
SUBTOTAL - FRANCHISE FEES		6,785,151	6,824,481	6,679,719	4,750,079	6,679,719
32115	Building Permits	889,148	1,105,042	900,000	932,384	990,000
32310	Plumbing Permits	70,354	66,706	65,000	69,208	68,250
32312	Mechanical Permits	79,995	75,050	75,000	76,654	68,250
32525	Electric Permits	66,791	60,529	65,000	55,677	68,250
32900	Trailer Park Licenses	696	696	696	882	696
32905	Animal Impound Fee	13,105	11,195	8,000	4,485	6,500
32913	Coin-Operated Machine Permits	50	50	100	127	100
32914	Alcoholic Beverage Permits	53,320	50,665	56,377	56,148	58,000
32920	Solicitor Permits	5,885	3,825	2,000	4,119	3,330
32926	Contractors Registration	81,145	74,800	75,000	80,984	70,000
32938	Drainage Inspection Fee	33,410	35,394	27,000	31,478	27,000
34331	Alarm Service Permit	88,965	89,650	90,000	88,728	90,000
SUBTOTAL - LICENSES & PERMITS		1,382,865	1,573,601	1,364,173	1,400,874	1,450,376
32940	Variance Request	2,100	1,500	2,000	2,155	2,000
32943	Certificate of Occupancy	15,460	12,665	15,500	15,596	17,000
32945	Zoning Request	35,100	33,825	30,000	28,674	20,000
32946	Site Plans Fees	3,913	5,850	3,000	6,962	3,500
34080	Platting & Publishing Fees	11,679	17,475	8,000	16,364	8,000
34110	Swimming Pool Fees	301,967	298,527	400,000	281,657	400,000
34140	Concessions - The REC	18,786	21,858	100,000	52,038	40,000
34155	Ambulance Revenues	1,382,233	1,327,924	1,362,000	1,342,944	1,450,000
34250	Engineering Inspection Fee	144,193	57,172	8,000	66,544	8,000
34300	Vital Statistics	91,704	88,232	91,500	93,201	90,914
34301	Passport Applications	28	9	-	-	-
34310	Athletic Fee	648,240	686,994	650,000	689,287	775,000
34311	Recreation Fees	367,045	520,795	800,000	830,236	800,000
34312	PARD Event & Program Fees	-	-	-	-	45,000
34313	Field Use Charge	5,510	2,475	2,500	1,052	5,000
34316	Facility Use Charges	56,003	79,357	50,000	90,030	75,000
34317	Fleet Charges	740,922	736,612	520,138	659,203	886,206
34318	Insurance Charges	3,482,487	3,613,607	3,396,636	4,304,762	3,508,029
34319	I.T. Charges	326,615	387,237	566,379	717,807	574,377
34320	Employee Ins. Contributions	604,291	543,946	650,000	491,632	650,000
34322	Retiree Ins. Contributions	165,413	185,595	175,000	162,512	175,000
34325	Rec/Admin Fees	124,420	1,067,910	1,000,000	1,081,278	1,250,000
39933	Mowing Charges	23,913	5,981	10,000	17,023	10,000
39936	Police/Fire Ins. Report Copies	11,476	8,489	10,000	4,329	5,000
39937	Tree Sharing	14,055	15,292	10,000	11,032	10,000
SUBTOTAL - CHARGES FOR SERVICES		8,577,552	9,719,328	9,860,653	10,966,316	10,808,026

FY 2017 PROPOSED OPERATING BUDGET
REVENUE DETAIL
GENERAL FUND

<u>Account</u>	<u>Description</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Adopted Bdgt</u>	<u>2015-16</u> <u>Estimate</u>	<u>2016-17</u> <u>Proposed Bdgt</u>
33245	School Resource Officer	78,982	78,982	78,982	82,931	87,077
33251	Firefighter Services	4,080	2,520	7,500	3,561	7,500
39210	Intergovernmental Revenues	-	45,617	-	-	-
SUBTOTAL - INTERGOVERNMENTAL REVENUE		83,062	127,119	86,482	86,492	94,577
35012	State Court Fines Collected Re	94,181	80,783	95,000	40,049	85,000
35100	D/FW Parking Fine	460	786	555	1,279	825
35102	D/FW All Other Fine	63,947	61,822	58,490	71,652	67,410
35104	D/FW Ordinance Fine	450	1,500	465	6,621	4,740
35120	D/FW Notice To Appear	7,357	6,525	6,555	6,368	6,555
35122	D/FW Uniform Traffic Fee	3,171	2,628	2,897	2,034	2,315
35124	D/FW Child Safety Fee	35	110	35	63	100
35205	City Parking Fine	13,271	14,300	13,175	9,110	11,500
35207	City Fines All Other	552,983	459,158	530,415	470,563	472,850
35209	City Ordinance Fine	12,457	9,048	9,710	6,049	7,000
35211	Judicial Efficiency	1,666	1,577	1,608	1,712	1,650
35212	Court Investigating Fee	9,772	8,369	9,177	7,785	8,250
35213	MCW Motor Carrier Wgt Violatio	5,850	9,500	5,948	2,979	6,765
35219	City Notice to Appear Fee	76,043	64,697	71,385	59,614	65,000
35221	City Uniform Traffic Fee	34,984	30,521	33,123	27,888	30,000
35223	City Child Safety Fee	1,480	910	1,108	722	1,000
35224	City-Moving Violation Fee	128	28	100	-	-
35308	Reimbursement-Adult Probation	3,861	3,370	3,800	3,977	3,800
35316	Dismissal Fees	35,220	20,391	27,756	21,456	22,000
35317	Court Administration Fee	1,051,297	897,849	963,867	745,992	900,000
35318	Driving Safety Course Fee	19,220	17,030	17,284	16,577	17,500
35325	School Crossing Guard	13,925	12,611	15,206	14,626	14,400
35329	Teen Court Fee	1,600	1,460	1,716	1,204	1,300
35501	D/FW Warrants	10,640	10,702	10,162	12,663	12,600
35506	City Warrants	107,923	105,748	102,759	102,598	106,000
35715	Library Fines	21,346	20,436	24,000	19,759	20,000
35716	False Alarm Fines	52,400	57,825	52,400	51,201	48,000
SUBTOTAL - FINES AND FORFEITURES		2,195,666	1,899,682	2,058,696	1,704,543	1,916,560
53200	Oper Tsfer In-Utility Operatin	1,595,766	1,587,535	1,850,976	1,161,369	1,863,675
53115	Operating Transfers In-CVB	1,147,952	1,346,398	963,012	1,056,052	1,038,520
53210	Oper.Trans.In-Lake Enterprise	110,340	75,709	114,000	80,414	112,500
53116	Oper Tsfers In - SUDS	104,008	104,423	105,029	84,123	106,425
53117	Operating Tsfers In - CCPD	175,000	-	-	-	-
53119	Oper Tsfer In - Lake Parks Fd	167,524	84,745	121,050	44,022	150,450
53122	Oper. Tsfer In-4-B Cap. Improv	283,450	-	261,651	-	-
53124	Oper. Tsfr In-Economic Develop	-	299,207	-	103,979	261,060
53113	Tsfer In	51,186	-	-	-	-
SUBTOTAL - TRANSFERS IN		3,635,226	3,498,018	3,415,718	2,529,958	3,532,630
34326	Admin Fee/Off Duty Security	20,251	16,426	20,000	10,337	16,000
39230	Interest on Investments	9,976	20,165	15,000	41,525	15,000
39250	Chg. In Investment Value	(1,722)	(324)	-	(12,231)	-
39260	Sale of Salvage	7,876	5,442	5,000	791	5,000
39710	Subrogation	267,482	127,141	100,000	133,756	125,000
39801	Insurance	156,653	202,338	125,000	485,128	250,000
39930	Copy Machine Charges	1,117	257	1,500	120	1,500
39931	Oil and Gas Lease	24,293	26,047	18,000	8,055	18,000
39932	Tower/Ground Comm. Lease	183,399	213,961	205,000	216,548	205,000
39950	Sales of Fixed Assets	-	10,048	-	-	-
39951	Resale Labor,Material,Service	40,706	30,092	30,000	9,274	30,000
39995	(Over)/Short	9,055	(65)	-	(302)	-
39999	Miscellaneous Revenues	437,697	331,599	221,491	139,333	51,150
SUBTOTAL - MISC REVENUE		1,156,783	983,126	740,991	1,032,334	716,650
TOTAL REVENUE AND TRANSFERS		60,218,402	62,040,562	62,928,713	61,890,926	63,777,811

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
101 - CITY MANAGER

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Administration	739,247	715,545	725,897	725,888	770,687
Information Technology	1,391,943	1,438,463	1,587,029	1,590,110	1,644,446
Non-Departmental	<u>2,160,826</u>	<u>2,146,166</u>	<u>1,692,420</u>	<u>1,676,937</u>	<u>1,688,170</u>
Total	4,292,016	4,300,174	4,005,346	3,992,935	4,103,303

<u>CITY MANAGER'S OFFICE</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Development Manager	1	0	0	0	0
Executive Assistant	1	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Marketing Manager	0	1	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	1	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	1	1	1	1
IT Technician	1	1	1	1	1
IT Technical Support Specialist	1	1	1	1	1
GIS Analyst	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	14.50	15.50	15.50	15.50	15.50

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

TOTAL CITY MANAGERS OFFICE	19.00	20.00	20.00	20.00	20.00
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**City Manager - Administration
100-101-1**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	674,136	671,887	685,614	686,668	730,404
Supplies	20,597	15,083	17,200	15,750	17,200
Maintenance	0	0	0	0	0
Services	44,515	28,574	23,083	23,470	23,083
Total	739,247	715,545	725,897	725,888	770,687

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.
- Development and continue different ways to relevantly communicate city news and events.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Newsletters published	6	6	6	6	6
Average response time to citizen telephone and web page inquiries	4 day	1 day	1 day	1 day	1 day
E-News letters published	52	52	52	52	52
Electronic Media Subscribers	NA	20,523	23,601	23,601	23,601

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	502,224	512,381	527,721	527,906	563,650	10.01%	6.81%
41107 Salaries-Overtime	7	0	300	16	300	NA	0.00%
41180 Salaries-P/T & Hourly	18,761	7,733	3,500	1,153	3,569	-53.85%	1.97%
41190 Wages-Cntract Labor	1,608	0	0	0	0		
41223 ICMA-RC	10,039	10,033	10,027	9,853	10,027	-0.06%	0.00%
41224 PARS Benefits	110	97	46	15	46	-52.60%	0.00%
41236 TMRS Benefits	104,241	105,270	106,260	106,555	113,090	7.43%	6.43%
41247 Medicare	8,006	7,952	8,280	8,374	8,655	8.83%	4.53%
41271 Salaries-Longevity	2,880	2,880	3,144	4,160	3,456	20.00%	9.92%
41273 Salaries-SLBB	9,094	9,243	10,136	12,050	11,411	23.45%	12.58%
41275 Car Allowance	17,164	16,297	16,200	16,585	16,200	-0.59%	0.00%
Personnel Services Subtotal	674,136	671,887	685,614	686,668	730,404	8.71%	6.53%
42200 Operating Supplies	18,343	14,785	16,700	15,215	16,700	12.95%	0.00%
42261 Postage Charges	510	272	500	535	500	83.94%	0.00%
42281 Apparatus and Tools	1,744	26	0	0	0		
Supplies Subtotal	20,597	15,083	17,200	15,750	17,200	14.03%	0.00%
Maintenance Subtotal	0	0	0	0	0	NA	NA
44505 Training, travel, dues	37,377	22,727	17,683	17,106	17,683	-22.19%	0.00%
44525 Utilities	5,164	5,546	5,000	4,873	5,000	-9.85%	0.00%
44540 Professional Services	1,973	301	0	1,490	0	NA	NA
44565 Advert, Publications, S	0	0	400	0	400	NA	0.00%
Services Subtotal	44,515	28,574	23,083	23,470	23,083	-19.22%	0.00%
DIVISION TOTAL	739,247	715,545	725,897	725,888	770,687	7.71%	6.17%
Less Salaries, Vehicle Maintenance & Fuel, Lease	65,112	43,657	40,283	39,220	40,283	-7.73%	0.00%

Comments / Justification

42200 Operating Supplies

Copies \$12,000, Office Supplies \$1,500, Floral Services \$1,200, Printing \$1,500 , Camera accessories

16,700

44505 Training, Travel, Dues

City Manager-TCMA Dues \$555, TCMA Conference \$1,700, ICSC Dues \$50, ICMA Dues \$1,400, ICMA Conference \$2,000, NTCMA Dues \$65, Community Events \$1,000, NLF Dues \$100, Assistant City Manager -TCMA Dues \$481, TCMA Conference \$1,700, ICSC Dues \$50, ICSC Conference, \$2,500, ICMA Dues \$1,024, NTCMA Dues \$65, 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

17,683

44525 Utilities

Phone service and cell phone charges.

5,000

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	975,750	1,029,550	1,062,988	1,033,955	1,037,776
Supplies	43,415	38,271	52,150	57,549	52,150
Maintenance	54,882	51,849	101,900	105,477	126,900
Services	317,896	318,794	369,991	393,130	427,620
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,391,943	1,438,463	1,587,029	1,590,110	1,644,446

Objectives

- Provide excellent customer service and communication to City Departments
- Provide technically competent project assistance to City Departments to ensure successful delivery of their projects
- Provide a secure voice and data network with minimal downtime and quick response times

- Keep network equipment replaced on a consistent schedule
- Keep infrastructure capacity ahead of increasing demands

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of work orders completed	1,275	1,200	1,200	1,200	1,200
Number of hours spent assisting departments with their projects	1,048	1,200	900	900	900
Number of computers receiving a software patch or service pack	1,042	600	600	600	600
Number of GIS map requests completed	NA	160	160	160	160
Number of desktop computers replaced or upgraded	500	90	40	40	40
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers added	150	100	100	100	100
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	NA	30	20	20	20
Number of projects completed	NA	NA	NA		125

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	682,800	760,956	825,305	787,511	816,712	7.33%	-1.04%
41107 Salaries-Overtime	20,937	23,480	12,000	25,230	12,000	-48.89%	0.00%
41180 Salaries-Pt. and Hourly	61,359	41,190	24,969	32,396	26,348	-36.03%	5.52%
41190 Contract Wages	38,580	18,515	0	0	0	NA	NA
41224 PARS Benefits	111	222	0	97	343	54.24%	NA
41236 TMRS Benefits	145,806	157,512	168,123	164,295	156,689	-0.52%	-6.80%
41247 Medicare	11,109	11,961	12,790	12,219	12,302	2.85%	-3.82%
41271 Salaries-Longevity	4,800	5,232	5,712	8,197	5,368	2.60%	-6.02%
41273 Salaries-SLBB	10,249	10,482	14,089	4,010	8,014	-23.54%	-43.12%
Personnel Services Subtotal	975,750	1,029,550	1,062,988	1,033,955	1,037,776	0.80%	-2.37%
42200 Operating Supplies	2,552	4,122	3,000	3,403	3,000	-27.23%	0.00%
42210 Computer Equipment & S	0	25,745	40,000	40,000	40,000	55.37%	0.00%
42220 Clothing Supplies	1,984	1,000	2,000	2,051	2,000	99.97%	0.00%
42252 Educational & Rec.	432	1,067	2,000	871	2,000	87.50%	0.00%
42261 Postage Charges	20	211	150	0	150	-28.93%	0.00%
42281 Apparatus and Tools	36,041	3,652	2,500	9,093	2,500	-31.54%	0.00%
42285 Motor Vehicle Fuel	2,386	2,473	2,500	2,131	2,500	1.08%	0.00%
Supplies Subtotal	43,415	38,271	52,150	57,549	52,150	36.27%	0.00%
43465 Misc. Equipment Maint.	54,882	51,849	101,900	105,477	126,900	144.75%	24.53%
Maintenance Subtotal	54,882	51,849	101,900	105,477	126,900	144.75%	24.53%
44500 IT Software License & M	156	209,439	263,909	295,794	302,943	44.65%	14.79%
44505 Training, travel, dues	5,230	1,093	12,005	9,891	17,600	1509.61%	46.61%
44525 Utilities	21,234	23,376	28,577	20,685	28,577	22.25%	0.00%
44540 Professional Services	291,222	84,886	65,500	64,577	78,500	-7.52%	19.85%
44573 Leases and Rentals	55	0	0	2,182	0		
Services Subtotal	317,896	318,794	369,991	393,130	427,620	34.14%	15.58%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	1,391,943	1,438,463	1,587,029	1,590,110	1,644,446	14.32%	3.62%
Less Salaries, Vehicle Maintenance & Fuel, Lease	413,807	406,440	521,541	554,024	604,170	48.65%	15.84%

City Manager - Information Technology

100-101-2

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	3,000
Data Processing Supplies, Office Supplies, Advertising, and Subscriptions	
<u>42210</u> <u>Computer Equipment & Supplies</u>	40,000
Computer Hardware & Replacement, Keyboards, Laptops, IPADs, Printer Supplies/Paper	
<u>42220</u> <u>Clothing Supplies</u>	2,000
Uniforms	
<u>42252</u> <u>Educational & Rec.</u>	2,000
Educational & Recreational	
<u>42281</u> <u>Apparatus and Tools</u>	2,500
Furniture, Small Equipment, Cabling, Racks	
<u>43465</u> <u>Misc. Equipment Maint.</u>	126,900
Cisco maintenance, routers, servers, switches: \$31,900; Eaton UPS maintenance contract: \$15,000; EMC SANS: \$40,000; Meraki Firewall and AP maintenance: \$40,000	
<u>44500</u> <u>IT Software License & Maint Fees</u>	302,943
Deep Security: \$7,500; DLT AutoCAD: \$1,062; Faronics Deepfreeze: \$600; GFI Language: \$3,000; I Team (Library): \$2,435; Ipswitch FTP: \$580; Laserfiche: \$28,000; Microfocus (formerly Novell): \$27,000; Microsoft Hosted Exchange: \$27,000.00; One Safe Place: \$36,000; Paessler: \$600; Retain Archive: \$5,500; Roaring Penguin: \$700; Sirsi Dynix (Library): \$59,481; Splunk: \$3,700; STW Powerhouse & Tools: \$5,885; Techniline: \$900; Tenable Nessus: \$1,200; Trend Micro: \$9,000; Userscape: \$900; VM Ware: \$46,000; What's Up Gold: \$14,000; Wild Packets: \$11,000; Windows Licenses: \$7,000; Wrike: \$3,900	
<u>44505</u> <u>Training, travel, dues</u>	17,600
DCINX9K - Cisco Nexus 9000 Design and Configuration: \$4,600; DCNX7K - Configuring Cisco Nexus 7000 Switches v3.0: \$8,000; DCUFI - Implementing Cisco Data Center Unified Fabric v5.0: \$3,000; Mileage: \$2,000	
<u>44525</u> <u>Utilities</u>	28,577
Telephone (Local - Verizon & Ethernet Circuit Share - DIR), Cellular, and Other Utilities/Equipment	
<u>44540</u> <u>Professional Services</u>	78,500
Citywide Cabling: \$6,000; Doug Keys Services: \$28,000; Fiber Locating Services: \$15,000; IT Consulting Services: \$20,000; SQL Consulting: \$9,500	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	53,015	46,323	70,758	47,888	67,758
Maintenance	6	3,774	8,000	1,100	8,000
Services	2,107,805	2,096,070	2,229,169	2,158,448	2,227,919
Capital Outlay	0	0	0	85,008	0
Transfers	0	0	0	0	0
Total	2,160,826	2,146,166	1,692,420	1,676,937	1,688,170

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>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
42200 Operating Supplies	38,871	31,597	42,758	45,182	39,758	25.83%	-7.02%
42261 Postage Charges	10,336	14,726	28,000	2,706	28,000	90.14%	0.00%
42281 Apparatus and Tools	3,808	0	0	0	0	NA	NA
Supplies Subtotal	53,015	46,323	70,758	47,888	67,758	46.27%	-4.24%
43465 Misc. Equipment Maint.	6	3,774	8,000	1,100	8,000	NA	0.00%
Maintenance Subtotal	6	3,774	8,000	1,100	8,000	112.00%	0.00%
44500 IT Software Lic. & Maint Fee	0	8,632	94,882	61,268	94,882	NA	0.00%
44505 Training, travel, dues	49,374	28,770	60,531	62,116	60,531	110.39%	0.00%
44525 Utilities	173,714	100,449	180,460	177,409	180,460	79.65%	0.00%
44535 Financial Service Fees	0	10,447	18,545	16,097	18,545	NA	0.00%
44540 Professional Services	538,146	545,496	545,013	531,783	545,013	-0.09%	0.00%
44686 Community Distributions	108,449	85,914	79,738	71,281	89,738	-1.37%	6.27%
44687 Chapter 380 Rebate	1,238,121	1,316,362	1,250,000	1,238,493	1,243,750	-5.52%	-0.50%
44701 Salary Attrition	0	0	-615,507	-615,507	-620,507	NA	NA
Services Subtotal	2,107,805	2,096,070	1,613,662	1,542,941	1,612,412	-23.07%	-0.08%
48860 Machinery & Equipment	0	0	0	85,008	0	NA	NA
Capital Outlay Subtotal	0	0	0	85,008	0		
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	2,160,826	2,146,166	1,692,420	1,676,937	1,688,170	-21.34%	-0.25%
Less Salaries, Vehicle Maintenance & Fuel	2,160,826	2,146,166	1,692,420	1,676,937	1,688,170	-21.34%	-0.25%

City Manager - Non-Departmental

100-120-1

Comments / Justification

42200 Operating Supplies **39,758**

Newsletter printing \$21,000; Stationery Printing \$1,000; Miscellaneous Supplies \$4,000; Retirement watches \$1,000; Coffee Service \$12,000; Gvu NGL supplies \$758; (\$120 Pastries for 16 participants for 10 classes \$444 NGL logo golf style shirts for 16 participants (\$419 + \$25 NGL logo set up at new vendor)\$280 16 copies of the book Leadership Challenge by Kouzes & Posner)

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 **94,882**

Website Hosting \$6,000, Better Impact \$2,000. Laserfische \$40,782; Laserfische Scanning \$46,100

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 web training \$3,600.

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; Hill Top Securities \$6,000

44540 Professional Services **545,013**

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 \$100,000; Grapevine U - Next Gen Leaders Classes \$39,513;

44686 Community Distributions **89,738**

Alliance for Children \$9,238; GRACE \$15,000; Rotary Flags program \$7,500; Metroport Meals on Wheels \$12,000; Miscellaneous Community Events \$1,000; Grapevine Chamber of Commerce \$35,000; One Safe Place \$10,000.

44701 Salary Attrition **-620,507**

2% of personnel costs

Mayor & Council
100-102-1

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	93,384	88,369	90,765	88,355	90,433
Supplies	19,961	14,243	16,150	12,424	16,150
Maintenance	0	0	0	0	0
Services	72,082	24,911	34,800	39,462	34,800
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	185,426	127,523	141,715	140,241	141,383

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of public hearings	72	60	59	59	63
Number of ordinances	89	80	70	70	85
Number of resolutions	89	92	89	89	90
Number of agenda items	553	493	529	529	518

<u>MAYOR AND COUNCIL</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Mayor	1	1	1	1	1
Council	6	6	6	6	6
TOTAL POSITIONS	7	7	7	7	7

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	21,572	21,818	20,650	20,631	21,063	-3.46%	2.00%
41224 PARS Benefits	341	433	421	551	1,127	160.36%	167.70%
41247 Medicare	4,575	3,757	6,420	3,307	3,843	2.28%	-40.14%
41282 Expense Allowance	66,896	62,361	63,274	63,866	64,400	3.27%	1.78%
Personnel Services Subtotal	93,384	88,369	90,765	88,355	90,433	2.34%	-0.37%
42200 Operating Supplies	19,827	14,115	16,000	12,310	16,000	13.36%	0.00%
42261 Postage Charges	128	128	150	114	150	17.26%	0.00%
Supplies Subtotal	19,961	14,243	16,150	12,424	16,150	13.39%	0.00%
44505 Training, travel, dues	8,277	8,711	18,600	17,676	18,600	113.53%	0.00%
44540 Professional Services	63,805	16,200	16,200	21,787	16,200	0.00%	0.00%
Services Subtotal	72,082	24,911	34,800	39,462	34,800	39.70%	0.00%
DIVISION TOTAL	185,426	127,523	141,715	140,241	141,383	10.87%	-0.23%
Less Salaries, Vehicle Maintenance & Fuel, Lease	92,043	39,153	50,950	51,886	50,950	30.13%	0.00%

Comments / Justification

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 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
103 - CITY SECRETARY

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	300,539	281,213	301,126	280,443	301,844
Supplies	13,248	13,504	17,639	14,275	17,465
Maintenance	0	0	0	0	0
Services	45,506	18,965	66,344	65,246	53,556
Capital Outlay	0	0	0		0
Transfers	0	0	0		0
	359,293	313,682	385,109	359,964	372,865

<u>CITY SECRETARY</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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
TOTAL CITY SECRETARY POSITION	4.00	4.00	4.00	4.00	4.00

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2015-17 Proposed Bdgt
Personnel Services	300,539	281,213	301,126	280,443	301,844
Supplies	13,248	13,504	17,639	14,275	17,465
Maintenance	0	0	0	0	0
Services	45,506	18,965	66,344	65,246	53,556
Total	359,293	313,682	385,109	359,964	372,865

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 City of 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; and provide guidance to City departments on Records Management

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2015-17 Proposed Bdgt
Post-Council meeting documents:					
- Ordinance/Resolution (2 days)	163	164	150	150	167
- Agendas and Minutes completed	147	84	80	80	82
- Required legal captions published	60	52	53	53	55
Customer Inquiries annually:	12,349	10,626	11,620	11,620	11,836
Open records average process time (< 5 days):	NA	77%	75%	175%	80%
- Open Records Requests Processed	389	340	350	350	370
Birth Records					
- Registered	2,666	2,484	2,634	2,634	2,530
- Walk in Applications (<1/2 hour)	NA	NA	NA	NA	3,009
- Long form-Walk-in/mail (1 day)	3,994	3,813	3,776	3,776	3,996
- Short form-Walk-in (<1/2 hour)	388	407	397	397	397
Death Records					
- Registered	480	539	488	488	534
- Issued	702	807	828	828	647
Records management:					
- Manpower hours (Records Center)	125.5	72.8	84	84	91
- Manpower hours (Consulting)	NA	NA	90	90	90
- Amount of records eligible for destruction and destroyed by end of the 3rd quarter (Cubic Feet)	363	15.5	425	425	240
Permits					
- Alcoholic Beverage Permits	196	200	194	194	211
- Solicitor Permits	71	33	41	41	51

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	240,676	223,824	236,597	222,686	238,062	6.36%	0.62%
41107 Salaries-Overtime	0	0	627	64	627	NA	0.00%
41180 Salaries-Pt. and Hourly	548	0	3,000	1,779	3,060	NA	2.00%
41224 PARS Benefits	7	0	39	23	40	NA	2.56%
41236 TMRS Benefits	47,332	44,677	47,139	44,135	46,403	3.86%	-1.56%
41247 Medicare	2,162	2,679	3,630	3,322	3,574	33.42%	-1.54%
41271 Salaries-Longevity	2,160	2,508	1,344	1,973	1,196	-52.31%	-11.01%
41273 Salaries-SLBB	3,204	3,300	4,550	2,161	4,682	41.88%	2.90%
41275 Car Allowance	4,450	4,225	4,200	4,300	4,200	-0.59%	0.00%
Personnel Services Subtotal	300,539	281,213	301,126	280,443	301,844	7.34%	0.24%
42200 Operating Supplies	11,153	12,104	15,739	13,300	16,065	32.72%	2.07%
42261 Postage Charges	2,096	1,400	1,900	975	1,400	0.00%	-26.32%
Supplies Subtotal	13,248	13,504	17,639	14,275	17,465	29.33%	-0.99%
44505 Training, travel, dues	2,807	4,732	5,080	4,544	4,675	-1.21%	-7.97%
44525 Utilities	1,427	1,571	1,452	1,621	1,555	-1.01%	7.09%
44535 Financial Service Fees	0	1,102	1,100	1,409	1,100	-0.16%	0.00%
44540 Professional Services	41,272	11,560	58,712	57,672	46,226	299.88%	-21.27%
Services Subtotal	45,506	18,965	66,344	65,246	53,556	182.40%	-19.28%
DIVISION TOTAL	359,293	313,682	385,109	359,964	372,865	18.87%	-3.18%
Less Salaries, Vehicle Maintenance & Fuel, Lease	58,754	32,469	83,983	79,520	71,021	118.74%	-15.43%

Comments / Justification

42200 Operating Supplies

16,065

Office Supplies - general office supplies, ordinance and minute books & paper (\$3,905); Advertising - budget notices, ordinance captions, election notices (\$7,481) (increased amount to include November election notices); Copy Charges (\$2,640); Printing - letterhead, envelopes, business cards(\$2,039)

42261 Postage Charges

1,400

Mailing of vital statistics records, open records requests, alcoholic beverage permits and mobile home permits

44505 Training, travel, dues

4,675

TMCA Election Seminar - Frisco, CS (\$280); 1 TMCA Seminars - CS (\$865); TMCA Tests - CS (\$50); E-Records Conference - Austin, ACS (\$455); Laserfiche Conference - California, ACS (\$2,070); NTMCA Professional Seminar - CS (\$65); NTMCA and ARMA Luncheons - CS, ACS (\$120); NTMCA Dues - CS, ACS (\$60); TMCA Dues - CS (\$100); ARMA Dues - CS, ACS (\$410); ICRM Dues - CS (\$200)

44525 Utilities

1,555

Cell Phone expenses

44535 Financial Service Fees

1,100

Bank and credit card charges (\$1,100)

44540 Professional Services

46,226

City Officer Election for Places 5 and 6(\$8,716); Runoff Election (\$6,000); Code book supplements and internet services (\$5,900); Records Destruction (\$2,260); Document Filing (\$150); Background Checks (\$3,200) (Has offsetting revenue of \$65 per permit, included in General Fund); New - Special November Election (\$20,000)

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
104 - HUMAN RESOURCES

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	554,852	522,048	567,023
Supplies	0	0	25,161	14,538	26,111
Maintenance	0	0	0	0	0
Services	0	0	123,046	131,840	131,314
	0	0	703,059	668,426	724,448

<u>HUMAN RESOURCES</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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
TOTAL FULL-TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

<u>PART-TIME POSITIONS</u>					
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
TOTAL PART-TIME POSITIONS	0.57	0.57	0.57	0.57	0.57

TOTAL CITY SECRETARY POSITIONS	5.57	5.57	5.57	5.57	5.57
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**Human Resources
100-104-1**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	513,644	524,037	554,852	522,048	567,023
Supplies	16,563	17,530	25,161	14,538	26,111
Services	126,143	190,995	123,046	131,840	131,314
Total	656,349	732,561	703,059	668,426	724,448

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
- Training contacts made with employees/supervisors	271/167	388/75	220/140	220/140	220/150
- Applications received	15,300	19,529	19,000	19,000	23,000
- # of full/part-time new hires processed	44/136	58/68	45/125	45/125	60/210
- # of promotions/transfers	24/3	38/16	25/20	25/20	30/20
- # of full/part-time resignations/terms processed	57/132	56/159	45/115	45/115	60/160
- Orientations held within 3 weeks of hire	80%	89.7%	80%	80%	88%
- Payroll/benefit transactions performed	1,567	1,353	2,000	2,000	2,600
- Employee turnover (full-time only)	11.51%	10.54%	9.10%	9.10%	11.50%
- Full-time employees per 100 citizens	1.124	1.150	1.150	1.150	1.150
- Personnel employees per 100 employees	0.980	0.957	0.900	0.900	0.920
- Employees tracked on leave or on Modified Duty	186	190	190	190	200

**Human Resources
100-104-1**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	398,338	396,544	418,078	395,455	427,933	7.92%	2.36%
41107 Salaries-Overtime	0	7	130	363	130	1703.05%	0.00%
41180 Salaries-Pt. and Hourly	9,542	12,602	20,350	22,752	20,757	64.71%	2.00%
41224 PARS Benefits	105	162	265	288	270	66.31%	1.89%
41236 TMRS Benefits	77,954	78,507	82,511	79,144	83,025	5.75%	0.62%
41247 Medicare	6,363	6,055	6,572	6,255	6,617	9.28%	0.68%
41260 Unemployment Comp.	7,104	15,881	12,250	-399	12,250	-22.86%	0.00%
41271 Salaries-Longevity	2,976	3,072	3,264	4,288	3,464	12.76%	6.13%
41273 Salaries-SLBB	6,811	6,981	7,232	9,600	8,377	20.00%	15.83%
41275 Car Allowance	4,450	4,225	4,200	4,300	4,200	-0.59%	0.00%
Personnel Services Subtotal	513,644	524,037	554,852	522,048	567,023	8.20%	2.19%
42200 Operating Supplies	15,921	16,461	23,061	13,536	23,061	40.09%	0.00%
42210 Computer Equipment & S	0	213	1,500	382	2,450	1048.19%	63.33%
42261 Postage Charges	642	639	600	620	600	-6.17%	0.00%
42281 Apparatus and Tools	0	216	0	0	0		
Supplies Subtotal	16,563	17,530	25,161	14,538	26,111	48.95%	3.78%
44500 IT Software License & Ma	0	29,984	10,320	14,563	10,922	-63.57%	5.83%
44505 Training, travel, dues	5,484	2,945	3,977	3,500	3,977	35.05%	0.00%
44513 Tuition Reimbursement	19,838	37,682	20,000	20,600	20,000	-46.92%	0.00%
44525 Utilities	1,370	1,219	1,500	1,072	1,200	-1.59%	-20.00%
44540 Professional Services	99,451	117,441	83,992	91,390	91,958	-21.70%	9.48%
44565 Advert, Publications, Subs	0	1,723	3,257	716	3,257	NA	0.00%
Services Subtotal	126,143	190,995	123,046	131,840	131,314	-31.25%	6.72%
DIVISION TOTAL	656,349	732,561	703,059	668,426	724,448	-1.11%	3.04%
Less Salaries, Vehicle Maintenance & Fuel, Lease	142,706	208,524	148,207	146,379	157,425	-24.51%	6.22%

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

42200 <u>Operating Supplies</u> Printing: Forms, training, and policy handouts (\$2,155) Copies: (\$8,174) Service Pins (\$2,800) Office Supplies (\$9,932)	23,061
42210 <u>Computer Equipment & Supplies</u> Cartridge and printer supplies (\$800), replace two monitors (\$700); Laserfische Scanner \$950	2,450
42261 <u>Postage Charges</u> 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.	600
44500 <u>IT Software License & Maint Fees</u> Sage and ABRA software maintenance agreement (\$4,702), Neogov online application system annual license (\$6,220)	10,922
44505 <u>Training, travel, dues</u> 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), Employment Law Update (\$345), Wage & Hour (\$112). Director: NTCA monthly meetings (\$330). Dues: SHRM (\$190), NTCA (\$250), FWHRA (\$100), TMHRA (\$75), WAW-Formerly American Compensation Assoc. (\$245)	3,977
44525 <u>Utilities</u> Based on historical usage	1,200
44540 <u>Professional Services</u> Background checks on finalists (\$18,430), court reporter/transcriptionist for disciplinary/termination hearings (\$2,200), fire applicant testing (\$1,900), 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 (\$18,034). Spanish translation of performance evaluations and selected HR Policies (\$1000)	91,958
44565 <u>Advert, Publications, Subscript</u> Advertising (\$1,831), subscriptions: FMLA Handbook (\$540), FLSA Handbook (\$730), DOT Drug and Alcohol Compliance Manual (\$156)	3,257

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
105 - FISCAL SERVICES

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Administration	502,695	561,309	510,259	554,975	533,934
Accounting	855,201	892,797	1,016,278	1,017,687	1,051,127
Purchasing	264,337	269,953	284,064	282,909	290,087
Human Resources	656,349	732,561	0	0	0
Municipal Court	622,184	652,733	681,096	682,651	733,465
Risk Management	9,926,738	11,227,810	11,039,649	11,029,470	11,761,374
Total	12,827,504	14,337,164	13,531,346	13,567,691	14,369,987

<u>FULL-TIME POSITIONS</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Administrative Services Director	1	0	0	0	0
Chief Financial Officer	0	1	1	1	1
Controller	1	1	1	1	1
Managing Director of Financial Services	1	1	1	1	1
Management Services Director	1	1	1	1	1
Budget Manager	0	0	0	0	0
Financial Analyst	1	1	1	1	1
GHA Executive Director **	1	1	0	0	0
Administrative Service Coordinator	1	1	1	1	1
Accountant	0	1	0	0	0
Internal Auditor	0	0	0	0	0
Payroll Administrator	1	1	1	1	1
Accountant III	2	1.5	0	0	0
Accounting Manager	0	1.5	1.5	1.5	1.5
Sr. Accountant	0	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	4	4	4	4	4
Cashier	0	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 Management Assistant	0	0	1	1	1
Risk / Wellness Coordinator	0	0	0	0	0
TOTAL FULL-TIME POSITIONS	29.50	26.50	25.00	25.00	25.00

<u>PART-TIME POSITIONS</u>					
Budget Assistant	0.085	0.085	0.085	0.085	0.085
Director of Property and Casualty Projects	0.480	0.000	0.000	0.000	0.000
Risk / Wellness Coordinator	0.520	0.000	0.000	0.000	0.000
Clerk Typist / Receptionist	0.100	0.000	0.000	0.000	0.000
GHA Executive Director***	0.000	0.000	1.000	1.000	1.000
TOTAL PART-TIME POSITIONS	1.185	0.085	1.085	1.085	1.085

TOTAL FISCAL SERVICES	30.685	26.585	26.085	26.085	26.085
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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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	468,470	524,701	467,459	518,927	492,134
Supplies	24,603	25,686	25,800	22,636	24,800
Maintenance	0	0	0	0	0
Services	9,623	10,923	17,000	13,412	17,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	502,695	561,309	510,259	554,975	533,934

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Budget Amendment Requests processed	138	141	180	180	180
Wire transfers verified	93	93	80	80	80
Purchasing requisitions reviewed and approved	235	281	250	250	250
Council agenda memos reviewed and approved	160	135	180	180	180
Monthly financial status reports completed	9	6	9	9	9

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	371,821	421,953	375,644	375,867	393,067	-6.85%	4.64%
41180 Salaries-P/T & Hourly	6,216	995	2,288	191	3,014	202.77%	31.73%
41190 Wages-Contract Labor	0	0	0	51,050	0		
41224 PARS Benefits	94	13	30	2	39	201.16%	30.00%
41236 TMRS Benefits	72,404	83,030	73,562	74,007	76,132	-8.31%	3.49%
41247 Medicare	5,620	6,224	5,629	5,492	5,836	-6.23%	3.68%
41271 Salaries-Longevity	1,824	2,098	1,824	2,432	2,164	3.15%	18.64%
41273 Salaries-SLBB	6,041	6,162	4,282	5,586	7,682	24.66%	79.40%
41275 Car Allowance	4,450	4,225	4,200	4,300	4,200	-0.59%	0.00%
Personnel Services Subtotal	468,470	524,701	467,459	518,927	492,134	-6.21%	5.28%
42200 Operating Supplies	19,411	22,016	18,000	18,841	18,000	-18.24%	0.00%
42220 Clothing Supplies	216	202	300	0	300	48.51%	0.00%
42261 Postage Charges	3,554	3,285	6,500	3,422	6,500	97.89%	0.00%
42281 Apparatus and Tools	1,422	183	1,000	373	0		
Supplies Subtotal	24,603	25,686	25,800	22,636	24,800	-3.45%	-3.88%
Maintenance Subtotal	0	0	0	0	0		
44505 Training, travel, dues	2,729	2,370	9,000	5,340	9,000	279.81%	0.00%
44525 Utilities	6,894	8,553	7,000	7,843	7,000	-18.16%	0.00%
44540 Professional Services	0	0	1,000	229	1,000	#DIV/0!	0.00%
Services Subtotal	9,623	10,923	17,000	13,412	17,000	55.63%	0.00%
DIVISION TOTAL	502,695	561,309	510,259	554,975	533,934	-4.88%	4.64%
Less Salaries, Vehicle Maintenance & Fuel, Lease	34,226	36,609	42,800	36,048	41,800	14.18%	-2.34%

Comments / Justification

42200 Operating Supplies

18,000

Budget prep printing \$2,500; professional publications \$500; miscellaneous office supplies \$15,000.

44505 Training, travel, dues

9,000

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; 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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	542,346	560,314	629,714	659,405	659,218
Supplies	19,556	17,166	20,600	15,344	20,300
Maintenance	0	0	0	0	0
Services	293,299	315,316	365,964	342,938	371,609
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	855,201	892,797	1,016,278	1,017,687	1,051,127

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of Payroll Checks Annually	20,400	20,400	20,900	20,900	20,900
Percent ACH to Total Payments	47.30%	49.60%	51.60%	51.60%	53.70%
Add: # of days to Pay P Card	13.80	13.60	13.60	13.60	13.00

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	435,062	447,007	508,505	462,471	536,654	20.05%	5.54%
41107 Salaries-Overtime	264	1,373	3,380	4,921	3,380	146.19%	0.00%
41180 Salaries-Pt. and Hourly	8,889	3,272	1,000	9,620	1,019	-68.86%	1.90%
41190 Contract Wages	0	4,746	0	73,203	0	NA	NA
41224 PARS Benefits	99	62	13	138	13	-78.92%	0.00%
41236 TMRS Benefits	83,785	87,292	99,434	91,124	102,732	17.69%	3.32%
41247 Medicare	6,340	6,571	7,579	6,986	7,830	19.16%	3.31%
41271 Salaries-Longevity	2,328	2,716	2,736	3,701	2,336	-13.99%	-14.62%
41273 Salaries-SLBB	5,578	7,275	7,067	7,242	5,254	-27.78%	-25.65%
Personnel Services Subtotal	542,346	560,314	629,714	659,405	659,218	17.65%	4.69%
42200 Operating Supplies	8,550	13,006	13,100	12,645	12,800	-1.58%	-2.29%
42210 Computer Equip & Supplies	0	0	3,200	0	3,000	NA	-6.25%
42261 Postage Charges	17	1,278	1,300	1,992	1,500	17.35%	15.38%
42281 Apparatus and Tools	10,990	2,882	3,000	707	3,000	4.08%	0.00%
Supplies Subtotal	19,556	17,166	20,600	15,344	20,300	18.26%	-1.46%
Maintenance Subtotal	0	0	0	0	0	NA	NA
44500 IT Software License & Main	50,250	50,621	91,450	85,284	95,450	88.56%	4.37%
44505 Training, travel, dues	9,051	7,045	16,300	12,998	16,300	131.37%	0.00%
44535 Financial Service Fees	0	240,384	248,214	244,231	248,959	3.57%	0.30%
44540 Professional Services	233,998	16,743	10,000	425	10,000	-40.27%	0.00%
44565 Advert, Publications, Subscr	0	524	0	0	900		
Services Subtotal	293,299	315,316	365,964	342,938	371,609	17.85%	1.54%
DIVISION TOTAL	855,201	892,797	1,016,278	1,017,687	1,051,127	17.73%	3.43%
Less Salaries, Vehicle Maintenance & Fuel, Lease Payments &	312,855	332,482	386,564	358,282	391,909	17.87%	1.38%

Comments / Justification

42200 <u>Operating Supplies</u>	12,800
42210 <u>Computer Equipment & Supplies</u> Scanners; small printers; ipads, laptops, timeclocks replacements.	3,000
42261 <u>Postage</u> Annual PO Box Lease; postage and Fed Ex.	1,500
44500 <u>IT Software License & Maint Fees</u> STW Financial System Services - \$82,000; TimeClockPlus - \$13,450.	95,450
44505 <u>Training, travel, dues</u> Professional memberships & certification fees (6 staff) - \$1,900; Travel - GFOA; GFOAT; AP; ACFE; Payroll, misc computer & mgmt training - \$14,400.	16,300
44535 <u>Financial Service Fees</u> Audit Fees - \$41,880; Bond and/or Investment Counseling, Arbitrage Services - \$9,200; County Appraisals - \$132,923; Financial Consulting - \$13,200; OPEB - \$6,800; GCISD Tax Collection Fees - \$44,956.	248,959
44540 <u>Professional Services</u> Miscellaneous financial consulting services.	10,000
44565 <u>Advert, Publications, Subs</u> Publish any required financial information in the Ft Worth Star Telegram.	900

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	237,591	243,843	256,414	250,720	262,337
Supplies	3,288	1,908	2,150	1,374	2,250
Maintenance	0	0	0	0	0
Services	23,458	24,203	25,500	30,815	25,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	264,337	269,953	284,064	282,909	290,087

Objectives

- Maintain 95% of annual contracts without a gap in service.
- To establish at least 8 new annual contracts
- Reduce inventory
- Increase inventory turns
- 12-15 solicitations with e-bidding system

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Annual contracts with no gap in service	98%	98%	95%	95%	95%
Number of new contracts established	8	35	6	6	8
Reduce inventory to \$140,000	\$150,000	\$153,550	\$140,000	\$140,000	\$ 140,000
Increase inventory turns	3	2.7075	3	3	3
Number of solicitations with e-bidding system forecasted	10	9	15	15	12

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	194,352	197,644	206,281	201,497	211,733	7.13%	2.64%
41107 Salaries-Overtime	251	592	1,000	792	1,000	68.93%	0.00%
41236 TMRS Benefits	37,315	38,655	40,555	39,715	40,684	5.25%	0.32%
41247 Medicare	2,807	2,890	3,085	2,971	3,095	7.08%	0.32%
41271 Salaries-Longevity	1,248	1,392	1,536	2,048	1,720	23.56%	11.98%
41273 Salaries-SLBB	1,618	2,669	3,957	3,698	4,105	53.80%	3.74%
Personnel Services Subtotal	237,591	243,843	256,414	250,720	262,337	7.58%	2.31%
42200 Operating Supplies	2,611	548	400	433	400	-26.95%	0.00%
42210 Computer Equipment &	0	797	800	895	900	12.88%	12.50%
42220 Clothing Supplies	482	430	400	0	400	-6.98%	0.00%
42261 Postage Charges	22	22	50	0	50	130.73%	0.00%
42285 Motor Vehicle Fuel	173	111	500	45	500	350.61%	0.00%
Supplies Subtotal	3,288	1,908	2,150	1,374	2,250	17.95%	4.65%
Maintenance Subtotal	0	0	0	0	0		
44500 IT Software License & N	0	19,843	21,000	27,384	21,000	5.83%	0.00%
44505 Training, travel, dues	2,725	3,063	2,800	2,640	2,800	-8.60%	0.00%
44525 Utilities	709	796	900	658	900	13.02%	0.00%
44535 Financial Service Fees	0	0	100	133	100	NA	0.00%
44540 Professional Services	20,024	500	700	0	700	40.00%	0.00%
Services Subtotal	23,458	24,203	25,500	30,815	25,500	5.36%	0.00%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	264,337	269,953	284,064	282,909	290,087	7.46%	2.12%
Less Salaries, Vehicle Maintenance & Fuel, Lease	26,573	25,999	27,150	32,144	27,250	4.81%	0.37%

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

Ionwave Ebid/Contract Management System

21,000

44505 Training, travel, dues

Purchasing Conference, travel, lodging and meals.

2,800

44535 Financial Service Fees

State Comptroller Cooperation Contract Services-\$100

100

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	444,086	472,574	482,951	487,551	527,567
Supplies	14,965	11,733	19,945	8,067	15,145
Maintenance	7,687	2,579	1,000	0	0
Services	155,446	165,847	177,200	187,033	190,753
Total	622,184	652,733	681,096	682,651	733,465

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
- Number of cases filed per year with COG	22,056	16,600	23,000	23,000	20000
- Number of cases filed per year with DFW	1,848	1,465	2,000	2,000	2000
- Average number of minutes to process each case	20	80	20	20	20
- Average number of minutes to process at window	25	100	20	20	20
- Average number of hours to prepare for Jury Trial	4	16	4	4	4
- Number of teens requesting Teen Court	160	129	180	180	160

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	359,231	385,393	393,345	397,903	427,196	10.85%	8.61%
41107 Salaries-Overtime	109	408	2,000	36	2,000	390.62%	0.00%
41236 TMRS Benefits	69,716	74,953	76,384	77,236	81,819	9.16%	7.12%
41247 Medicare	5,230	5,542	5,811	5,722	6,224	12.32%	7.11%
41271 Salaries-Longevity	4,736	2,236	1,344	1,792	2,072	-7.33%	54.17%
41273 Salaries-SLBB	5,064	4,043	4,067	4,862	8,256	104.18%	103.00%
Personnel Services Subtotal	444,086	472,574	482,951	487,551	527,567	11.64%	9.24%
42200 Operating Supplies	10,457	5,821	8,800	2,239	4,000	-31.29%	-54.55%
42210 Computer Equipment & Supplies	0	1,906	3,725	2,582	3,725	95.44%	0.00%
42261 Postage Charges	4,223	4,006	4,220	3,246	4,220	5.34%	0.00%
42281 Apparatus and Tools	0	0	3,200	0	3,200	NA	0.00%
Supplies Subtotal	14,965	11,733	19,945	8,067	15,145	29.08%	-24.07%
43465 Misc. Equipment Maint.	7,687	2,579	1,000	0	0	NA	NA
Maintenance Subtotal	7,687	2,579	1,000	0	0	NA	NA
44500 IT Software License & Maint Fees	0	19,932	27,350	35,663	26,853	34.72%	-1.82%
44505 Training, travel, dues	2,640	3,241	2,700	3,556	3,200	-1.26%	18.52%
44525 Utilities	1,019	1,107	1,300	1,924	1,700	53.55%	30.77%
44535 Financial Service Fees	0	28,604	21,000	29,590	35,000	22.36%	66.67%
44540 Professional Services	151,786	112,964	124,850	116,299	124,000	9.77%	-0.68%
Services Subtotal	155,446	165,847	177,200	187,033	190,753	15.02%	7.65%
DIVISION TOTAL	622,184	652,733	681,096	682,651	733,465	12.37%	7.69%
Less Salaries, Vehicle Maintenance & Fuel, Lease Payments & Insurance	178,098	180,159	198,145	195,100	205,898	14.29%	3.91%

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

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	4,000
Miscellaneous office supplies, including: receipt paper, adding machine paper, copy charge offs, letterhead, envelopes, and miscellaneous printed forms.	
<u>42210</u> <u>Computer Equipment & Supplies</u>	3,725
Printer cartridges & ink, and printer paper.	
<u>42261</u> <u>Postage Charges</u>	4,220
PO Box rental \$220.00; postage \$4,000.00	
<u>42281</u> <u>Apparatus & Tools</u>	3,200
4 scanners \$800.00 each (to replace older equipment)	
<u>44500</u> <u>IT Software License & Maint Fees</u>	26,853
Renewal fees for Incode Court Software and modules \$25,702.61; SiteLock \$150.00; Courtroom recording maintenance fee \$1,000.00	
<u>44505</u> <u>Training, travel, dues</u>	3,200
Judge continuing education \$750.00; TCCA & TMCA annual dues \$700.00; Clerk education \$1,500.00; Mileage to/from City Hall \$250.00	
<u>44525</u> <u>Utilities</u>	1,700
Telephone charges including long distance \$1,300.00; Judge's cell phone \$400.00	
<u>44535</u> <u>Financial Service Fees</u>	35,000
Credit card processing fees \$35,000	
<u>44540</u> <u>Professional Services</u>	124,000
Juror pay \$3,000; Teen Court Interlocal Agreement \$36,750; Alternate judge pay \$14,000; Prosecutor pay \$68,000; Court interpreters \$1,650; Data Shred Service \$600.	

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

Expenditures By Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	280,373	209,719	208,549	214,116	233,524
Supplies	9,181	11,859	10,900	14,987	10,900
Services	110,672	85,826	104,000	151,798	128,900
Capital Outlay	0	37,455	0	0	0
Property & Casualty	1,463,349	1,458,829	1,403,200	1,574,914	1,595,950
Health Insurance	8,063,163	9,424,122	9,313,000	9,073,655	9,792,100
Total	9,926,738	11,227,810	11,039,649	11,029,470	11,761,374

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
- 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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Paid liability claims vs. total claims	23%	46%	25%	25%	35%
Recover subrogation revenue	\$220,000	\$125,330	\$100,000	\$100,000	\$110,000
Vehicle accidents	40	17	40	40	30
Fleet accidents as percentage of total fleet	9%	4%	9%	9%	7%
Experience Modifier			0.28	0.28	\$0
Worker's Compensation Injuries:					
Medical only injuries	40	22	30	30	30
Medical only injuries to total staff	7%	2%	6%	6%	6%
Lost time injuries	24	18	20	20	20
Lost time injuries to total staff	4%	3%	3%	3%	3%

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	221,517	172,138	170,327	169,798	189,227	9.93%	11.10%
41107 Salaries-Overtime	0	148	201	302	201	35.57%	0.00%
41180 Salaries-P/T & Hourly	5,920	6,462	715	4,484	730	-88.70%	2.10%
41190 Wages - Contract Labor	9,740	0	0	0	0		
41224 PARS Benefits	750	458	9	58	9	-98.03%	0.00%
41236 TMRS Benefits	33,332	27,632	32,868	33,201	36,206	31.03%	10.16%
41247 Medicare	3,278	2,544	2,511	2,470	2,766	8.73%	10.16%
41271 Salaries-Longevity	2,504	336	384	640	732	117.86%	90.63%
41273 Salaries-SLBB	3,332	0	1,534	3,163	3,653	#DIV/0!	138.14%
Personnel Services Subtotal	280,373	209,719	208,549	214,116	233,524	11.35%	11.98%
42200 Operating Supplies	5,702	7,927	5,000	10,624	5,000	-36.92%	0.00%
42252 Educational & Rec.	1,619	2,150	3,600	3,128	3,600	67.46%	0.00%
42261 Postage Charges	1,245	945	1,500	1,235	1,500	58.65%	0.00%
42281 Apparatus and Tools	616	837	800	0	800	-4.44%	0.00%
Supplies Subtotal	9,181	11,859	10,900	14,987	10,900	-8.09%	0.00%
44505 Training, travel, dues	3,517	6,829	5,000	6,624	6,900	1.04%	38.00%
44525 Utilities	2,416	1,884	2,000	1,359	2,000	6.16%	0.00%
44540 Professional Services	104,738	77,113	97,000	143,814	120,000	55.62%	23.71%
Services Subtotal	110,672	85,826	104,000	151,798	128,900	50.19%	23.94%
48910 Motor Vehicles	0	37,455	0	0	0	NA	NA
Capital Outlay Subtotal	0	37,455	0	0	0	NA	NA
45540 Insurance-Auto	111,102	132,357	119,700	167,115	125,500	-5.18%	4.85%
45541 Prop./Casualty/Explosion	168,383	209,285	215,000	423,761	355,750	69.98%	65.47%
45542 Physical Damage	53,802	52,942	59,000	71,845	59,000	11.44%	0.00%
45549 Excess Umbrella Liability	62,855	60,770	65,000	85,405	65,000	6.96%	0.00%
45550 Insurance-General Liability	139,462	142,062	149,200	197,940	156,700	10.30%	5.03%
45551 Law Enforcement Liab.	95,762	96,194	101,000	130,009	101,000	5.00%	0.00%
45552 Disability Ins. Premium	153,861	144,097	150,000	74,784	200,000	38.80%	33.33%
45553 Crime Blanket Bond	11,907	11,042	12,000	1,168	12,000	8.68%	0.00%
45554 Worker's Comp. Ins. Prem.	419,506	391,250	300,000	250,000	289,000	-26.13%	-3.67%
45559 Public Officials	77,344	77,675	81,300	105,601	81,000	4.28%	-0.37%
45561 P & L Claims Paid	169,364	141,156	151,000	67,285	151,000	6.97%	0.00%
Property & Casualty Subtotal	1,463,349	1,458,829	1,403,200	1,574,914	1,595,950	9.40%	13.74%
45562 HSA Expenses	525	173	0	488	0	NA	NA
45563 HRA Expenses	337,600	0	341,000	0	0	NA	NA
45664 Health Ins. Claims	5,709,007	7,170,555	7,200,000	7,160,000	7,776,000	8.44%	8.00%
45670 Retire Prem/Claims	1,140,109	1,376,953	940,000	950,000	1,140,100	-17.20%	21.29%
45674 Health Ins. Premiums	875,922	876,441	832,000	963,167	876,000	-0.05%	5.29%
Health Insurance Subtotal	8,063,163	9,424,122	9,313,000	9,073,655	9,792,100	3.90%	5.14%
DIVISION TOTAL	9,926,738	11,227,810	11,039,649	11,029,470	11,761,374	4.75%	6.54%
Less Salaries, Vehicle Maintenance & Fuel, and Lease	9,646,365	11,018,091	10,831,100	10,815,354	11,527,850	4.63%	6.43%

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

Comments / Justification

<u>45664</u> <u>Health Ins. Claims</u>	7,776,000
Health insurance costs are increasing 8% year-over-year, consistent with national trend.	
<u>42200</u> <u>Operating Supplies</u>	5,000
General office supplies, printing, medical/first aid supplies for City Hall.	
<u>42252</u> <u>Educational & Rec.</u>	3,600
Monthly lunch & learns expense (\$1200), wellness challenge awards (\$800), health fair (\$800), safety program events (\$500), and health plan events (\$300).	
<u>42261</u> <u>Postage Charges</u>	1,500
Daily postage and Fed-ex charges	
<u>42281</u> <u>Apparatus and Tools</u>	800
Misc. apparatus as needed.	
<u>44505</u> <u>Training, travel, dues</u>	6,900
Texas PRIMA & SALGBA membership & conference fees for Risk Manager (\$2300). HR Southwest & SALGBA conference and FWHRMA membership & SHRM Membership for Benefits Coordinator (\$2300). IAAP membership, conference and meetings for Risk Management Assistant (\$2300).	
<u>44525</u> <u>Utilities</u>	2,000
Cell Phone and iPad charges	
<u>44540</u> <u>Professional Services</u>	120,000
Medical/Benefits Broker (\$50,000), wellness program & bio-metric screenings (\$38,000) safety consultant (\$12,000), software programming services (\$2,000), Gatekeeper online services for affordable care act compliance (\$10,000), misc. services as needed (\$8,000).	

FY 2016-17 PROPOSED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

GENERAL FUND ONLY					
Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Administration	1,565,874	1,521,124	1,628,724	1,608,145	1,747,023
Animal Control	141,487	171,706	212,980	183,195	218,114
Total	1,707,361	1,692,830	1,841,704	1,791,339	1,965,137

<u>POLICE</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	4	4	4	4
Community Outreach Center Manager	0	0	1	1	1
Animal Control Supervisor	1	1	1	1	1
Animal Control Officer	2	2	2	2	2
TOTAL FULL-TIME POSITIONS	14.00	14.00	15.00	15.00	15.00

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

TOTAL GENERAL FUND POSITIONS	14.09	14.09	15.09	15.09	15.09
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**Police - Administration
100-209-1**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	1,384,843	1,304,070	1,420,244	1,423,756	1,529,088
Supplies	74,770	89,880	91,650	68,491	92,010
Maintenance	1,667	1,877	2,850	593	3,500
Services	104,595	125,298	113,980	115,304	122,425
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,565,874	1,521,124	1,628,724	1,608,145	1,747,023

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Citizen's police academy classes	2	5	2	3	2
Mandate TCLEOSE training requirements for all personnel	100%	400%	100%	200%	100%
Conduct a review of the General Manual and divisional operating procedures	1	4	1	1	1
Conduct crime prevention seminars	NA	229	200	200	200

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	1,078,587	1,013,304	1,087,559	1,110,543	1,191,688	17.60%	9.57%
41107 Salaries-Overtime	28,632	29,543	50,500	21,517	50,500	70.94%	0.00%
41210 Uniform Allowance	3,527	2,407	3,600	4,703	2,400	-0.28%	-33.33%
41212 Certification Pay	12,804	12,729	11,880	13,190	13,080	2.76%	10.10%
41236 TMRS Benefits	217,435	207,250	222,179	226,608	231,979	11.93%	4.41%
41247 Medicare	16,357	15,272	16,902	16,762	17,648	15.56%	4.41%
41271 Salaries-Longevity	10,196	8,880	9,312	12,160	9,928	11.80%	6.62%
41273 Salaries-SLBB	17,304	14,635	18,312	18,274	11,865	-18.93%	-35.21%
Personnel Services Subtotal	1,384,843	1,304,070	1,420,244	1,423,756	1,529,088	17.26%	7.66%
42200 Operating Supplies	49,103	60,972	56,400	49,624	56,760	-6.91%	0.64%
42220 Clothing Supplies	397	285	0	0	0		
42252 Educational & Rec.	631	3,161	4,750	9	4,750	50.26%	0.00%
42281 Apparatus and Tools	1,248	2,233	6,000	3,296	6,000	168.74%	0.00%
42285 Motor Vehicle Fuel	23,392	23,229	24,500	15,562	24,500	5.47%	0.00%
Supplies Subtotal	74,770	89,880	91,650	68,491	92,010	2.37%	0.39%
43465 Misc. Equipment Maint.	1,667	1,877	2,850	593	3,500	86.49%	22.81%
Maintenance Subtotal	1,667	1,877	2,850	593	3,500	86.49%	22.81%
44505 Training, travel, dues	38,217	37,995	39,290	48,369	39,435	3.79%	0.37%
44535 Financial Service Fees	0	2,899	500	654	500	NA	NA
44540 Professional Services	66,228	84,404	71,190	66,282	79,490	-5.82%	11.66%
44573 Leases and Rentals	150	0	3,000	0	3,000	NA	0.00%
Services Subtotal	104,595	125,298	113,980	115,304	122,425	-2.29%	7.41%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	1,565,874	1,521,124	1,628,724	1,608,145	1,747,023	14.85%	7.26%
Less Salaries, Vehicle Maintenance & Fuel	157,640	193,825	183,980	168,826	193,435	-0.20%	5.14%

Police - Administration
100-209-1
Comments / Justification

42200 Operating Supplies **56,760**

Refreshments for Crime Watch meetings \$1,500. Outreach Center supplies \$7,500. Crime Prevention special projects (NNO, Santa Cops) \$6,200. Crime Prevention supplies and printing \$500. Subscription Star Telegram/Dallas Morning News \$1,010. Appreciation plaques/citizen awards \$2,500. Employee awards (medals) \$1,000. Firearm training \$19,500. Printing expenses \$1,000. Conference room supplies \$500. Certified Public Accountants refreshments \$2,000. Certified Public Accountants graduation dinners \$2,500. VIPS Banquet \$2,000. Police banquet \$5,200. Receptions \$2,000. Gifts/flowers \$1,500. National Public Safety Info Bureau \$150. Texas Update on Criminal Law Enforcement \$200.

42281 Apparatus and Tools **6,000**

Equipment for Community Outreach Center \$6,000; adjusted a decrease of \$13,000 for 13 desktop units.

43465 Misc. Equip Maint. **3,500**

Weapons maintenance \$1,500. Firing range maintenance \$2,000

44505 Training, travel, dues **39,435**

Travel/training for personnel \$30,000. Travel for recruiting and background investigations \$4,000. IACP dues \$300. International Law Enforcement Educators Assoc \$50. North Texas Police Chiefs \$50. Texas Police Chiefs \$500. Texas Police Assoc. \$360. National Tactical Officers Assoc. \$150. FBINAAA \$140. Texas Tactical Police Officers Assoc. \$30. Peace officer certification fees \$500. Crime Prevention training \$2,000. National Crime Prevention Assoc. \$245. ASIS \$645. Society of Crime Prevention Practitioners \$105. Crime Prevention Resource Center \$165. NASRO \$120. TASRO \$75.

44540 Professional Services **79,490**

Inoculation \$10,000. Credit checks \$3,000. Hiring exams and assessment centers \$15,000. Polygraphs \$5,000. Psychological exams \$4,000. Medical Examiners DWI fees \$4,000. Professional donations \$1,000. TCLEDDDS training computer system \$1,760. Racial Profile audit \$8,500. Tarrant County juvenile fingerprint fees \$1,000. IACP Net \$1,100. TCLEDDDS support \$130. One Safe Place \$10,000. Background checks \$15,000.

44573 Leases and Rentals **3,000**

Lease convention center for applicant testing \$3,000

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	119,750	151,087	166,930	166,375	172,029
Supplies	15,419	15,534	38,710	13,218	38,745
Maintenance	0	0	0	0	0
Services	6,318	5,085	7,340	3,602	7,340
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	141,487	171,706	212,980	183,195	218,114

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of educational presentations delivered	100	100	100	100	100
Number of animals adopted	353	353	353	353	300
Number of animals impounded	909	909	909	909	1,000

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	92,020	117,304	124,443	114,456	128,038	9.15%	2.89%
41107 Salaries-Overtime	5,657	4,598	10,000	10,094	10,000	117.47%	0.00%
41212 Certification Pay	63	116	120	118	120	3.60%	0.00%
41236 TMRS Benefits	18,623	23,529	26,383	24,266	24,549	4.34%	-6.95%
41247 Medicare	1,338	1,661	2,007	1,736	1,911	15.04%	-4.78%
41271 Salaries-Longevity	144	240	384	661	640	166.67%	66.67%
41272 Salaries-Holiday Pay	0	204	1,200	0	1,200	489.51%	0.00%
41273 Salaries-SLBB	636	655	2,393	1,784	2,476	277.92%	3.47%
Personnel Services Subtotal	119,750	151,087	166,930	166,375	172,029	13.86%	3.05%
42200 Operating Supplies	7,874	9,874	20,645	9,430	20,645	109.08%	0.00%
42205 Grounds Maintenance	556	0	3,850	0	3,885	NA	0.91%
42220 Clothing Supplies	1,616	1,180	3,340	380	3,340	183.11%	0.00%
42252 Educational & Rec.	63	0	325	0	325	NA	0.00%
42261 Postage Charges	0	0	850	0	850	NA	0.00%
42281 Apparatus and Tools	2,018	1,319	4,700	1,631	4,700	256.47%	0.00%
42285 Motor Vehicle Fuel	3,293	3,161	5,000	1,777	5,000	58.17%	0.00%
Supplies Subtotal	15,419	15,534	38,710	13,218	38,745	149.43%	0.09%
Maintenance Subtotal	0	0	0	0	0		
44505 Training, travel, dues	2,534	1,676	3,340	1,019	3,340	99.25%	0.00%
44535 Financial Service Fees	0	929	1,000	1,063	1,000	7.69%	0.00%
44540 Professional Services	3,784	2,480	3,000	1,520	3,000	20.96%	0.00%
Services Subtotal	6,318	5,085	7,340	3,602	7,340	44.35%	0.00%
48860 Machinery & Equip						NA	NA
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	141,487	171,706	212,980	183,195	218,114	27.03%	2.41%
Less Salaries, Vehicle Maintenance & Fuel	18,444	17,457	41,050	15,043	41,085	#REF!	20.16%

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

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 / Recertifications - \$2,000

44540 Professional Services

3,000

Outsourced veterinarian services - \$3,000

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
210 - FIRE

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Administration	877,512	907,043	904,221	843,333	938,477
Prevention	595,526	555,976	651,153	597,571	668,388
Operations	9,823,217	10,170,093	10,310,678	10,316,936	10,360,455
Training	162,894	134,703	177,621	171,532	186,831
Emergency Management	144,685	95,871	166,919	126,303	152,054
Total	11,603,833	11,863,687	12,210,592	12,055,676	12,306,205

<u>FIRE</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Fire Chief	1	1	1	1	1
Deputy Chief	3	3	3	3	3
Assistant Fire Marshal	0	1	1	1	1
Administrative Manager	1	1	1	1	1
Administrative Secretary	0	0	0	0	0
Fire Inspector/Investigator	2	2	2	2	2
Emergency Management Coordinator	1	1	1	1	1
Battalion Chief	3	4	4	4	4
Fire Captain	19	18	18	18	18
Driver/Engineer	17	18	18	18	18
Firefighter/Paramedic	49	51	51	51	51
Firefighter/EMT	3	2	2	2	2
Support Service Technician	1	1	1	1	1
Secretary	1	1	1	1	1
Clerk/Typist/Receptionist	0	0	0	0	1
TOTAL FULL-TIME POSITIONS	101.00	104.00	104.00	104.00	105.00

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
TOTAL PART TIME POSITIONS	1.17	1.17	1.17	1.17	1.17

TOTAL FIRE POSITIONS	102.17	105.17	105.17	105.17	106.17
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Fire - Administration
100-210-1

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	487,764	486,824	501,593	486,096	529,966
Supplies	64,858	73,142	45,200	32,298	45,200
Maintenance	21,789	19,275	26,420	16,900	29,420
Services	303,101	327,802	331,008	308,039	333,891
Total	877,512	907,043	904,221	843,333	938,477

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Streamline document storage and reduce the use of paper files	0%	100%	50%	50%	90%
Promote volunteer opportunities within the fire administration (hours)	593	1,817	1,500	1,500	1500
Percentage of customer satisfaction surveys returned	110%	29%	50%	50%	35%

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

<u>Expenditure Detail</u>		2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100	Salaries-Full Time	390,256	388,003	401,354	388,118	424,066	9.29%	5.66%
41107	Salaries-Overtime	1,333	4,785	3,900	699	3,900	-18.50%	0.00%
41212	Certification Pay	2,850	3,057	2,640	2,751	2,640	-13.64%	0.00%
41236	TMRS Benefits	76,518	77,444	79,197	77,289	81,857	5.70%	3.36%
41247	Medicare	4,176	4,040	4,240	3,993	6,228	54.17%	46.89%
41271	Salaries-Longevity	3,412	2,400	2,544	3,392	2,772	15.50%	8.96%
41273	Salaries-SLBB	7,170	7,006	7,718	9,849	8,503	21.37%	10.17%
Personnel Services Subtotal		487,764	486,824	501,593	486,096	529,966	8.86%	5.66%
42200	Operating Supplies	38,836	21,351	21,000	16,479	21,000	-1.64%	0.00%
42210	Computer Equipment &	0	1,151	4,000	1,403	4,000	247.46%	0.00%
42220	Clothing Supplies	1,654	974	3,400	1,462	3,400	249.01%	0.00%
42261	Postage Charges	2,504	2,186	2,800	2,598	2,800	28.08%	0.00%
42281	Apparatus and Tools	396	1,943	1,000	420	1,000	-48.53%	0.00%
42285	Motor Vehicle Fuel	21,467	45,537	13,000	9,935	13,000	-71.45%	0.00%
Supplies Subtotal		64,858	73,142	45,200	32,298	45,200	-38.20%	0.00%
43465	Misc. Equipment Maint.	21,705	19,275	26,420	16,900	29,420	52.63%	11.36%
Maintenance Subtotal		21,789	19,275	26,420	16,900	29,420	52.63%	11.36%
44500	IT Software License & M	0	32,831	56,303	45,471	55,010	67.56%	-2.30%
44505	Training, travel, dues	17,975	44,960	43,961	43,728	47,961	6.67%	9.10%
44525	Utilities	49,800	59,934	62,120	61,411	62,910	4.97%	1.27%
44530	EMS Professional Fees	0	105,727	107,534	67,637	97,000	-8.25%	-9.80%
44540	Professional Services	228,433	75,799	52,855	73,427	57,910	-23.60%	9.56%
44573	Leases and Rentals	6,893	8,550	8,235	16,365	13,100	53.21%	59.08%
Services Subtotal		303,101	327,802	331,008	308,039	333,891	1.86%	0.87%
DIVISION TOTAL		877,512	907,043	904,221	843,333	938,477	3.47%	3.79%
Less Salaries, Vehicle Maintenance & Fuel		368,197	374,683	389,628	347,302	395,511	5.56%	1.51%

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

<u>41100</u> <u>Salaries Full Time</u> Receptionist	<table border="1" style="float: right;"><tr><td style="text-align: center;">27,450</td></tr></table>	27,450
27,450		
<u>42200</u> <u>Operating Supplies</u> Supplies for all Fire Dept. facilities including: Office supplies; printing; copier usage; coffee supplies.	<table border="1" style="float: right;"><tr><td style="text-align: center;">21,000</td></tr></table>	21,000
21,000		
<u>42210</u> <u>Computer Equipment & Supplies</u> Computer supplies, ink and paper	<table border="1" style="float: right;"><tr><td style="text-align: center;">4,000</td></tr></table>	4,000
4,000		
<u>42220</u> <u>Clothing Supplies</u> 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.	<table border="1" style="float: right;"><tr><td style="text-align: center;">3,400</td></tr></table>	3,400
3,400		
<u>42261</u> <u>Postage Charges</u> Postage for departmental letters, post cards and packages mailed for all business activities of the fire department.	<table border="1" style="float: right;"><tr><td style="text-align: center;">2,800</td></tr></table>	2,800
2,800		
<u>42281</u> <u>Apparatus and Tools</u> Small equipment, monitors, electronics, hand tools and power tools, and office furniture utilized within the division.	<table border="1" style="float: right;"><tr><td style="text-align: center;">1,000</td></tr></table>	1,000
1,000		
<u>43465</u> <u>Misc. Equip Maint.</u> 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. □	<table border="1" style="float: right;"><tr><td style="text-align: center;">29,420</td></tr></table>	29,420
29,420		
<u>44500</u> <u>IT Software License & Maint Fees</u> Telestaff annual cloud hosting fees, and support fees. Firehouse annual software fees. Laserfishe software fees. Image Trend EMS patient recording software annual fees. Pulse Point app annual fees.	<table border="1" style="float: right;"><tr><td style="text-align: center;">55,010</td></tr></table>	55,010
55,010		
<u>44505</u> <u>Training, travel, dues</u> 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.	<table border="1" style="float: right;"><tr><td style="text-align: center;">47,961</td></tr></table>	47,961
47,961		
<u>44525</u> <u>Utilities</u> 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.	<table border="1" style="float: right;"><tr><td style="text-align: center;">62,910</td></tr></table>	62,910
62,910		
<u>44530</u> <u>EMS Professional Fees</u> Services include required medical control fees, ambulance billing company fees, ambulance software fees, medical waste fees and expired medication destruction fees.	<table border="1" style="float: right;"><tr><td style="text-align: center;">97,000</td></tr></table>	97,000
97,000		
<u>44540</u> <u>Professional Services</u> Services of inspection and repair of firefighting gear, medical physicals, professional services for hiring of firefighters; background checks, polygraphs.	<table border="1" style="float: right;"><tr><td style="text-align: center;">57,910</td></tr></table>	57,910
57,910		
<u>44573</u> <u>Leases and Rentals</u> Rental of CVB facilities for department events and rental of 2 marina slips for fire boats. Increase is due to additional boat slip fee.	<table border="1" style="float: right;"><tr><td style="text-align: center;">13,100</td></tr></table>	13,100
13,100		

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	529,493	505,224	582,161	544,302	599,396
Supplies	45,000	29,984	44,322	33,034	44,322
Maintenance	296	129	750	141	750
Services	16,734	20,640	23,920	20,094	23,920
Capital Outlay	4,002	0	0	0	0
Transfers	0	0	0	0	0
Total	595,526	555,976	651,153	597,571	668,388

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

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Fire inspections	5,176	5,176	4,500	4,500	4,500
Fire prevention programs	55	55	75	75	75
Conduct Citizens Fire Academy	1	1	1	1	1
Install Smoke Detectors	271	271	300	300	200

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	368,382	343,997	397,237	369,682	411,160	19.52%	3.50%
41107 Salaries-Overtime	19,981	17,942	17,000	19,388	17,000	-5.25%	0.00%
41180 Salaries-Pt. and Hourly	47,552	54,623	67,539	59,447	68,855	26.05%	1.95%
41212 Certification Pay	4,821	3,869	5,844	4,571	5,844	51.05%	0.00%
41224 PARS Benefits	618	710	878	773	895	26.01%	1.94%
41236 TMRS Benefits	75,501	71,281	80,175	76,531	79,652	11.74%	-0.65%
41247 Medicare	6,387	6,139	7,079	6,616	7,058	14.97%	-0.30%
41271 Salaries-Longevity	1,632	1,980	528	640	896	-54.75%	69.70%
41273 Salaries-SLBB	4,619	4,682	5,881	6,654	8,036	71.63%	36.64%
Personnel Services Subtotal	529,493	505,224	582,161	544,302	599,396	18.64%	2.96%
42200 Operating Supplies	6,152	2,024	8,222	4,191	8,222	306.32%	0.00%
42210 Computer Equipment &	0	0	2,500	330	2,500	NA	0.00%
42220 Clothing Supplies	6,782	6,276	5,900	4,662	5,900	-5.99%	0.00%
42252 Educational & Rec.	7,796	4,351	7,900	13,007	7,900	81.57%	0.00%
42281 Apparatus and Tools	13,388	7,709	9,800	5,193	9,800	27.13%	0.00%
42285 Motor Vehicle Fuel	10,883	9,625	10,000	5,650	10,000	3.90%	0.00%
Supplies Subtotal	45,000	29,984	44,322	33,034	44,322	47.82%	0.00%
43430 Motor Vehicle Maint.	0	0	0	141	0	NA	NA
43465 Misc. Equipment Maint.	296	129	750	0	750	483.66%	0.00%
Maintenance Subtotal	296	129	750	141	750	NA	0.00%
44500 IT Software License & M	0	0	500	0	500	NA	0.00%
44505 Training, travel, dues	13,054	16,558	18,420	17,113	18,420	11.25%	0.00%
44540 Professional Services	3,680	2,510	3,300	2,981	3,300	31.47%	0.00%
44565 Advert, Publications, Su	0	1,573	1,700	0	1,700	8.11%	0.00%
Services Subtotal	16,734	20,640	23,920	20,094	23,920	15.89%	0.00%
48860 Machinery & Equip	4,002	0	0	0	0		
Capital Outlay Subtotal	4,002	0	0	0	0		
DIVISION TOTAL	595,526	555,976	651,153	597,571	668,388	20.22%	2.65%
Less Salaries, Vehicle Maintenance & Fuel	55,150	41,128	58,992	47,478	58,992	43.44%	0.00%

Fire - Prevention
100-210-2
Comments / Justification

42200 **Operating Supplies** **8,222**
Public Education, Investigation, Inspection and office supplies to include batteries, education materials, investigation supplies such as tape, cans and photo memory sticks, or paper forms or office supplies.

42210 **Computer Equipment & Supplies** **2,500**
1 laptop for Assistant Fire Marshal. Screen protectors and cases for ipads. Purchase apps for ipads to include weather apps, investigation apps, inspection apps and ticket writer supplies

42252 **Educational and Rec.** **7,900**
Open House and fire/life or community safety campaign material, CPR education and Training, Citizens Fire Academy, Special Events and Clown program to include training and props for public education.

42281 **Apparatus and Tools** **9,800**
Camera equipment for fire investigations and general Fire Department photography. Storage boxes for storage of investigation or inspection equipment in vehicles to secure loose tools in the vehicles. Ticket writer Bluetooth printer, outfit 2 new fleet trucks with bed

43465 **Misc. Equip Maint.** **750**
Generator, camera and tool maintenance

44500 **IT Software License & Maint Fees** **500**
MYGOV 4 seat license, Apps for ipads or iphones for investigation/inspection resources

44505 **Training, travel, dues** **18,420**
State Fire Marshal Conference, State Fire Investigators Conference, Building Professional Institute, TEEX A&M Municipal Fire School, Intl. Code Conference, NFPA Conference, Membership = FPANT, IAAI, TCFIA, ICC, TCLEEDS productivity Center, Education through Characterization training

44540 **Professional Services** **3,300**
Lab Fees, Forensics analysis and Tyler Technology Ticket writer annual service fee

44565 **Advert, Publications, Subscript** **1,700**
NFPA Subscription Service, code books online, reference standards.

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	9,158,478	9,434,679	9,593,638	9,593,348	9,650,015
Supplies	554,608	603,088	635,000	664,478	626,200
Maintenance	34,253	26,474	17,240	25,032	17,240
Services	38,970	36,970	64,800	34,079	67,000
Capital Outlay	36,908	68,882	0	0	0
Transfers	0	0	0	0	0
Total	9,823,217	10,170,093	10,310,678	10,316,936	10,360,455

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	5,100	5,100	5,250	5,250	5,467
Reduce number of on-scene Firefighter injuries by 40%	3	3	3	3	3
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	50	50	50	50	50
Perform regular fitness assessments and physical conditioning program for all firefighters	94	94	102	102	102

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	6,609,164	6,527,772	7,052,947	7,015,174	7,255,248	11.14%	2.87%
41106 FO Overtime	3,016	68,629	12,000	12,371	12,000	-82.51%	0.00%
41107 Salaries-Overtime	711,506	922,380	538,000	553,820	538,000	-41.67%	0.00%
41212 Certification Pay	63,029	63,732	85,326	62,380	66,428	4.23%	-22.15%
41216 Fire Assignments Pay	0	5,474	0	17,775	18,898	245.23%	0.00%
41236 TMRS Benefits	1,441,465	1,497,534	1,504,907	1,520,315	1,408,578	-5.94%	-6.40%
41247 Medicare	98,161	103,171	107,776	104,182	107,157	3.86%	-0.57%
41271 Salaries-Longevity	48,280	51,096	48,624	63,371	49,660	-2.81%	2.13%
41272 Salaries-Holiday Pay	122,885	127,464	122,000	122,000	122,000	-4.29%	0.00%
41273 Salaries-SLBB	60,972	67,783	122,058	121,960	72,046	6.29%	-40.97%
Personnel Services Subtotal	9,158,478	9,434,679	9,593,638	9,593,348	9,650,015	2.28%	0.59%
42200 Operating Supplies	182,481	117,157	87,500	86,967	87,500	-25.31%	0.00%
42210 Computer Equip & Suppli	0	64,723	4,500	890	14,500	-77.60%	222.22%
42220 Clothing Supplies	82,425	137,744	136,500	188,383	136,500	-0.90%	0.00%
42225 EMS Expenses and Suppli	470	72,845	129,750	124,739	137,250	88.41%	5.78%
42281 Apparatus and Tools	188,984	163,659	188,750	213,070	162,450	-0.74%	-13.93%
42285 Motor Vehicle Fuel	100,248	46,961	88,000	50,429	88,000	87.39%	0.00%
Supplies Subtotal	554,608	603,088	635,000	664,478	626,200	3.83%	-1.39%
43350 Buildings	329	0	0	184	0	NA	NA
43430 Motor Vehicle Maint.	22	11	0	28	0	NA	NA
43465 Misc. Equipment Maint.	33,903	26,463	17,240	24,819	17,240	-34.85%	0.00%
Maintenance Subtotal	34,253	26,474	17,240	25,032	17,240	-34.88%	0.00%
44505 Training, travel, dues	14,644	22,290	23,200	15,570	25,400	13.95%	9.48%
44525 Utilities	0	0	0	40	0		
44535 Financial Service Fees	0	1,955	1,200	1,635	1,200	-38.62%	0.00%
44540 Professional Services	24,326	12,725	40,400	16,834	40,400	217.50%	0.00%
Services Subtotal	38,970	36,970	64,800	34,079	67,000	81.23%	3.40%
48860 Machinery & Equipment	36,908	68,882	0	0	0	NA	NA
Capital Outlay Subtotal	36,908	68,882	0	0	0	NA	NA
DIVISION TOTAL	9,823,217	10,170,093	10,310,678	10,316,936	10,360,455	1.87%	0.48%
Less Salaries, Vehicle Maintenance & Fuel	564,469	688,442	629,040	673,130	622,440	-9.59%	-1.05%

Fire - Operations
100-210-3
Comments / Justification

42200 **Operating Supplies** **87,500**
General operating supplies of all of the fire stations

42210 **Computer Equip & Supplies** **14,500**
Replacement of ink, toner and paper for our computers. This account will also be used for the inventory tracking of EMS supplies and equipment. New desktop for Batallion Chief \$1,250. 7 Desktop computers for Public Safety Building \$8,750.

42220 **Clothing Supplies** **136,500**
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.

42225 **EMS Expenses and Supplies** **137,250**
The majority of this account is for the purchase of EMS medical supplies. Our vendors have let us know that there will be increases in prices. With run volume increasing, more supplies are utilized to treat those patients.

42281 **Apparatus and Tools** **162,450**
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. New desktop for Batallion Chief \$1,250. 7 Desktop computers for Public Safety Building \$8,750.

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 that tests our SCBA masks.

44505 **Training, travel, dues** **25,400**
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 Fees

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

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	2,416	1,970	4,150	1,415	4,150
Maintenance	0	0	0	0	0
Services	150,261	132,733	173,471	170,117	182,681
Capital Outlay	10,216	0	0	0	0
Transfers	0	0	0	0	0
Total	162,894	134,703	177,621	171,532	186,831

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
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 operations	16	36	16	16	24
Provide leadership classes for current and future officers	16	12	16	16	24

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0		
42200 Operating Supplies	1,113	1,631	1,750	1,415	1,750	7.30%	0.00%
42210 Computer Equipment	0	295	900	0	900	205.12%	0.00%
42281 Apparatus and Tools	1,303	24	1,500	0	1,500	6152.61%	0.00%
Supplies Subtotal	2,416	1,970	4,150	1,415	4,150	110.67%	0.00%
44505 Training, travel, dues	88,202	80,877	96,921	96,439	105,531	30.48%	8.88%
44540 Professional Services	60,534	51,256	71,000	72,879	71,000	38.52%	0.00%
44565 Advert, Publications, ,	0	0	250	0	850	NA	240.00%
44573 Leases and Rentals	1,525	600	5,300	800	5,300	783.33%	0.00%
Services Subtotal	150,261	132,733	173,471	170,117	182,681	37.63%	5.31%
48860 Machinery & Equip	10,216	0	0	0	0	NA	NA
Capital Outlay Subtotal	10,216	0	0	0	0		
DIVISION TOTAL	162,894	134,703	177,621	171,532	186,831	38.70%	5.19%
Less Salaries, Vehicle Maintenance & Fuel	162,894	134,703	177,621	171,532	186,831	38.70%	5.19%

Comments / Justification

42200 Operating Supplies	1,750
Books, printing and office supplies for training purposes	
42210 Computer Equipment & Supplies	900
Computer supplies, software, ink and paper for training purposes.	
42281 Apparatus and Tools	1,500
Materials and equipment for training needs.	
44505 Training, travel, dues	105,531
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, Paramedic school fees	
44540 Professional Services	71,000
Expenses related to annual promotional assessments and training specialist contractor for approximately 30 hours per week and written test and assessment services	
44573 Leases and Rentals	5,300
Rental of facilities for live fire training	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	112,843	60,723	118,819	88,271	102,454
Supplies	8,824	6,008	13,400	9,933	13,400
Maintenance	12,328	16,418	16,700	15,457	16,700
Services	10,691	12,723	18,000	12,641	19,500
Total	144,685	95,871	166,919	126,303	152,054

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Public Education and Outreach	n/a	3	1		1
Provide content to local publications	n/a	3	2		3
Implement training and exercise plan	n/a	0	100%		1
Complete the update of the Emergency Management Plan	100%	0%	100%		100%
Monitor and test warning sirens	100%	100%	100%		100%

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	86,725	46,490	84,050	65,435	69,545	49.59%	-17.26%
41107 Salaries-Overtime	3,718	4,140	2,500	0	2,500	-39.61%	0.00%
41180 Salaries-Pt. and Hourly	3,300	0	14,129	14,111	14,412	#DIV/0!	2.00%
41224 PARS Benefits	43	0	184	0	188	NA	2.17%
41236 TMRS Benefits	17,193	9,299	16,496	8,111	13,255	42.55%	-19.65%
41247 Medicare	1,305	705	1,460	615	1,217	72.59%	-16.64%
41271 Salaries-Longevity	559	89	0	0	0	NA	NA
41273 Salaries-SLBB	0	0	0	0	1,337	NA	NA
Personnel Services Subtotal	112,843	60,723	118,819	88,271	102,454	68.72%	-13.77%
42200 Operating Supplies	2,378	53	8,000	7,533	8,000	14906.57%	0.00%
42220 Clothing Supplies	388	100	150	0	150	50.02%	0.00%
42252 Educational & Rec.	68	813	750	0	750	-7.78%	0.00%
42281 Apparatus and Tools	3,675	216	1,500	0	1,500	593.87%	0.00%
42285 Motor Vehicle Fuel	2,314	1,267	3,000	2,400	3,000	136.78%	0.00%
Supplies Subtotal	8,824	6,008	13,400	9,933	13,400	123.03%	0.00%
43465 Misc. Equipment Maint.	12,328	16,418	16,700	15,457	16,700	1.72%	0.00%
Maintenance Subtotal	12,328	16,418	16,700	15,457	16,700	NA	0.00%
44500 IT Software Licence & Maint Fe	0	1,500	0	0	1,500	0.00%	#DIV/0!
44505 Training, travel, dues	4,138	6,223	11,000	5,975	11,000	76.76%	0.00%
44540 Professional Services	6,552	5,000	7,000	6,667	7,000	40.00%	0.00%
Services Subtotal	10,691	12,723	18,000	12,641	19,500	53.26%	8.33%
48860 Machinery & Equip						NA	NA
Capital Outlay Subtotal	0		0	0	0	NA	NA
DIVISION TOTAL	144,685	95,871	166,919	126,303	152,054	58.60%	-8.91%
Less Salaries, Vehicle Maintenance & Fuel	29,528	33,882	45,100	35,631	46,600	37.54%	3.33%

Comments / Justification

42200 Operating Supplies 8,000
Office and EOC Supplies to include general office supplies and special supplies to support emergency planning, preparedness, mitigation and recovery. Includes festival and special event supplies to support emergency readiness.

42281 Apparatus and Tools 1,500
Replacement of worn equipment such as safety vests, pop up canopies. Update tools and equipment to support special events and emergency management to include, coolers, insect repellent, weather stations system maintenance or replacement.

43465 Misc. Equip Maint. 16,700
Outdoor warning siren system maintenance and battery replacement, EOC equipment such as printers, EMC storage trailer and tools to include canopies, generators or coolers.

44505 Training, travel, dues 11,000
State Emergency Management conferences, Continuing education training, membership dues for EM professional associations, participation in regional, state and federal training

44540 Professional Services 7,000
Weather bug stations, Casa Weather Radar System Services,

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Administration	651,073	571,461	661,101	662,560	701,794
Active Adults	357,587	388,926	432,926	416,141	446,222
Park Maintenance	4,411,839	4,290,087	4,714,629	4,704,967	4,750,559
Recreation	521,719	298,876	397,754	404,247	425,928
Aquatics	504,175	889,669	1,442,319	1,384,316	1,514,453
Athletics Programs	541,535	830,865	795,193	810,476	827,905
Recreation Programs	346,884	532,612	532,126	531,125	551,582
The REC	746,237	1,268,736	1,093,602	1,128,946	1,143,449
Total	8,081,048	9,071,233	10,069,650	10,042,778	10,361,892

<u>PARKS & RECREATION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Parks & Recreation Director	1	1	1	1	1
Deputy Parks & Recreation Director	0.5	0.5	1	1	1
Assistant Parks & Recreation Director	0	0	0	0	0
P&R Administrative Coordinator	1	1	1	1	1
Marketing Manager	1	1	0	0	0
Volunteer Services Manager	0	0	0	0	0
Volunteer Services Liaison	1	1	1	1	1
Recreation Superintendent	0	0	0	0	0
Athletic Manager	1	1	1	1	1
Athletic Supervisor	0	0	0	0	0
Event Production Supervisor	1	1	1	1	1
Lake Parks / Events Manager	1	1	0.5	0.5	0.5
Recreation & Senior Programs Supervisor	0	0	0	0	0
Recreation Coordinator	8	8	13	13	13
Reservation Specialist	1	1	1	1	1
CIP and Planning Manager	1	1	1	1	1
Asst. Director of Parks	0	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 Coordinator	1	1	1	1	1
Irrigation Technician II	1	1	1	1	1
Irrigation Technician I	2	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	1	1	1	1	1
Asst. Senior Programs Supervisor	0	0	0	0	0
Recreation Facilities Manager	1	1	1	1	1
Recreation/Aquatic Supervisor	0	0	0	0	0
Recreation Supervisor	0	0	1	1	1
Aquatics Supervisor	0	0	1	1	1
TOTAL FULL-TIME POSITIONS	40.50	40.50	46.50	46.50	46.50

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

<u>PART-TIME POSITIONS</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Crew Worker (Seasonal)	0.581	0.581	0.581	0.581	0.581
Secretary	0	0	0	0	0
Recreation Coordinator	0.502	0.502	0.340	0.340	0.340
RCA I	2.212	2.212	2.437	2.437	2.437
RCA II	7.328	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	2.919	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	6.705	6.705	25.705	25.705	25.705
Cashier	1.668	1.668	1.668	1.668	1.668
TOTAL PART-TIME POSITIO	26.599	26.599	50.390	50.390	50.390
TOTAL GENERAL FUND	67.099	67.099	96.890	96.890	96.890

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	476,670	317,910	364,601	353,072	376,294
Supplies	53,984	83,077	75,000	70,781	76,000
Maintenance	0	0	0	0	0
Services	120,419	170,474	221,500	238,706	249,500
Total	651,073	571,461	661,101	662,560	701,794

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Grant dollars Approved	\$20,000	\$36,000	\$1,800,000	\$1,800,000	\$2,200,000
Sponsorship dollars secured	\$57,745	\$15,400	\$50,000	\$50,000	\$60,000

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	368,926	248,374	288,080	277,600	298,856	20.32%	3.74%
41107 Salaries-Overtime	1,824	2,253	3,000	2,839	3,000	33.16%	0.00%
41180 Salaries-Pt. and Hourly	6,300	2,590	0	58	0	NA	NA
41190 Wages-Contract Labor	8,334	0	0	0	0		
41224 PARS Benefits	68	34	0	1	0		
41236 TMRS Benefits	72,683	49,970	57,666	55,915	58,113	16.30%	0.78%
41247 Medicare	5,577	3,760	4,387	4,205	4,421	17.57%	0.78%
41271 Salaries-Longevity	3,122	1,584	1,728	2,176	1,840	16.16%	6.48%
41273 Salaries-SLBB	5,125	5,120	5,540	5,979	5,864	14.54%	5.85%
41275 Car Allowance	4,710	4,225	4,200	4,300	4,200	-0.59%	0.00%
Personnel Services Subtotal	476,670	317,910	364,601	353,072	376,294	18.36%	3.21%
42200 Operating Supplies	42,516	64,044	40,000	53,513	45,000	-29.74%	12.50%
42220 Clothing Supplies	1,761	2,509	3,000	2,717	3,000	19.59%	0.00%
42252 Educational & Rec.	2,430	5,434	4,000	720	3,000	-44.79%	-25.00%
42261 Postage Charges	1,963	3,748	3,000	2,327	3,000	-19.97%	0.00%
42281 Apparatus and Tools	5,315	7,342	25,000	11,504	22,000	199.64%	-12.00%
Supplies Subtotal	53,984	83,077	75,000	70,781	76,000	-8.52%	1.33%
44505 Training, travel, dues	18,165	19,340	16,500	19,743	16,500	-14.68%	0.00%
44525 Utilities	39,986	45,029	45,000	47,430	45,000	-0.07%	0.00%
44535 Financial Service Fees	0	38,633	33,000	38,597	36,000	-6.81%	9.09%
44540 Professional Services	62,103	67,472	127,000	132,485	152,000	125.28%	19.69%
44573 Leases and Rentals	164	0	0	452	0		
Services Subtotal	120,419	170,474	221,500	238,706	249,500	46.36%	12.64%
DIVISION TOTAL	651,073	571,461	661,101	662,560	701,794	22.81%	6.16%
Less Salaries, Vehicle Maintenance & Fuel	174,403	253,550	296,500	309,487	325,500	28.38%	9.78%

Parks & Recreation - Administration

100-312-1

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	45,000
General Office supplies-\$25,000; Departmental Marketing Supplies-\$20,000.	
<u>42220</u> <u>Clothing Supplies</u>	3,000
Park Board shirts and Staff Shirts.	
<u>42261</u> <u>Postage Charges</u>	3,000
Department postage for collateral pieces, various cards-\$3,000.	
<u>42281</u> <u>Apparatus and Tools</u>	22,000
Various department technology needs including iPads, phones, computers, accessories-\$22,000.	
<u>44505</u> <u>Training, travel, dues</u>	16,500
NRPA Conference Director and Deputy Director-\$4,000; TRAPS State Conference Director and Deputy Director-\$2,000; TRAPS Regional Conference Director and Deputy Director-\$500; Professional Committee Travel Director-\$1,000; Travel Parks and Recreation Advisory Board-\$1,500; Mileage Reimbursement-\$1,000; Training for Administrative Assistant-\$1,500; Park Board Dinners-\$3,000; Various association membership dues-\$2,000.	
<u>44525</u> <u>Utilities</u>	45,000
Department monthly charges for cell phones and iPads for phone and data usage-\$45,000.	
<u>44535</u> <u>Financial Service Fees</u>	36,000
Credit Card Fees previously charged to Professional Services-\$36,000	
<u>44540</u> <u>Professional Services</u>	152,000
Contracted Marketing Services-\$40,000; Surveys-\$5,000; Engineering/Testing costs for Department-\$37,000; Social Media Marketing-\$40,000; Web and Web Trac Development-\$30,000.	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	302,916	326,643	355,826	347,416	351,672
Supplies	43,576	51,138	62,000	50,888	71,750
Maintenance	0	0	0	0	0
Services	11,095	11,145	15,100	17,837	22,800
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	357,587	388,926	432,926	416,141	446,222

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 services available to Active Adults.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Customer surveys completed / satisfaction rate	216 / 98.4%	145 / 98.47%	250 / 95%	250 / 95%	250 / 95
Number of special events, classes and programs offered / made	1023 / 996	1,001 / 967	1,200 / 1,116	1,200 / 1,116	1200 / 1116
Average number of daily riders in City vehicles	57	69	65	65	65
SeniorMover trips requested / provided	340 / 339	382 / 379	400 / 375	400 / 375	400 / 375
Persons registered for Active Adult programs	26,176	23,063	30,000	30,000	30000
Average number of daily meals served	NA	24,334	50	50	50
Volunteer hours worked	3,699	1,440	4,000	4,000	4000

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	86,442	132,150	185,573	145,090	192,120	45.38%	3.53%
41107 Salaries-Overtime	1,543	12,599	8,000	6,682	8,000	-36.50%	0.00%
41180 Salaries-Pt. and Hourly	163,663	123,867	100,184	132,775	104,353	-15.75%	4.16%
41224 PARS Benefits	287	4	182	96	1,358	31481.40%	646.15%
41236 TMRS Benefits	43,934	51,741	54,005	53,835	36,810	-28.86%	-31.84%
41247 Medicare	3,664	3,846	4,311	4,123	4,313	12.14%	0.05%
41271 Salaries-Longevity	528	672	816	1,248	1,004	49.40%	23.04%
41273 Salaries-SLBB	2,856	1,763	2,755	3,567	3,714	110.61%	34.81%
Personnel Services Subtotal	302,916	326,643	355,826	347,416	351,672	7.66%	-1.17%
42200 Operating Supplies	12,369	22,028	25,000	21,367	33,000	49.81%	32.00%
42220 Clothing Supplies	420	544	1,000	1,829	2,000	267.99%	100.00%
42252 Educational & Rec.	15,026	17,228	20,500	18,977	21,250	23.35%	3.66%
42261 Postage Charges	3,860	900	4,000	3,652	4,000	344.44%	0.00%
42281 Apparatus and Tools	136	1,296	1,500	179	1,500	15.71%	NA
42285 Motor Vehicle Fuel	11,764	9,143	10,000	4,884	10,000	9.37%	0.00%
Supplies Subtotal	43,576	51,138	62,000	50,888	71,750	40.31%	15.73%
44505 Training, travel, dues	3,657	3,397	3,500	2,416	3,500	3.04%	0.00%
44540 Professional Services	2,595	1,736	3,000	4,874	3,000	72.86%	0.00%
44572 Recreation Contract Svcs.	4,455	5,865	7,600	10,547	14,300	143.82%	88.16%
44573 Leases and Rentals	388	148	1,000	0	2,000	1255.01%	100.00%
Services Subtotal	11,095	11,145	15,100	17,837	22,800	104.58%	50.99%
DIVISION TOTAL	357,587	388,926	432,926	416,141	446,222	14.73%	3.07%
Less Salaries, Vehicle Maintenance & Fuel	42,907	53,140	67,100	63,841	84,550	59.11%	26.01%

Parks & Recreation - Active Adults

100-312-2

Comments / Justification

42200 Operating Supplies **33,000**

Plates/cups/napkins- \$2,500; membership key fobs- \$1,500; coffee/drink supplies for Active Adults- \$7,000; Grapevine Affair- \$8,500; tablecloths- \$500; office supplies- \$2,000; GSCAB meetings- \$500; staff/participant recognition- \$500; lunch service during SCS closure- \$10,000

42220 Clothing Supplies **2,000**

Staff clothing supplies- \$2,000

42252 Educational & Rec. **21,250**

Arts & crafts supplies- \$3,000; bingo prizes- \$750; Active Adult Christmas party- \$5,000; senior dances- \$4,000; Noon Year's Eve- \$750; Veteran Day lunch-\$1,500; cookouts- \$1,000; Thanksgiving- \$750; Valentine's Day- \$750; Mother's Day- \$750; Father's Day- \$750; Easter- \$250; Volunteer Appreciation- \$2,000

42261 Postage Charges **4,000**

Mail outs- \$4,000

42281 Apparatus and Tools **1,500**

AED supplies-\$250; equipment replacement- \$250; kitchen equipment- \$1,000

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

Active Adult Supervisor- \$500; 3 Recreation Coordinators- \$1,500; 3 Recreation Specialist- \$1,000; 2 Front Line staff- \$500

44540 Professional Services **3,000**

DJ/band services- \$1,200; Shredding services- \$400; Marketing materials- \$1,000; background checks- \$400

44572 Recreation Contract Svcs **14,300**

Line Dancing- \$2,500; Ceramics- \$4,000; Jewelry making- \$1,800; Fitness classes- \$2,000; Water Aerobics- \$4,000

44573 Leases and Rentals **2,000**

Bus rental- \$1,000; special events-\$1,000

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	1,101,620	1,153,031	1,364,049	1,377,686	1,380,759
Supplies	234,474	231,777	244,400	263,716	269,400
Maintenance	219,627	193,723	206,000	215,671	206,000
Services	2,856,118	2,687,530	2,900,180	2,843,561	2,894,400
Capital Outlay	0	24,025	0	4,333	0
Total	4,411,839	4,290,087	4,714,629	4,704,967	4,750,559

Objectives

- To provide well maintained, safe, age appropriate ADA accessible playgrounds, fields, and recreation areas 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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of classes, programs, & events offered/made	N/A	N/A	60/ 48	60/ 48	80/72
Number of patrons at the Botanical Gardens	N/A	N/A	15,000	15,000	20,000
Total acres maintained	1,662	6,708	1,677	1,677	1677
Total acres under irrigation	210	930	225	225	227
Playgrounds maintained	37	132	37	37	37
ADA / CPSC playgrounds retrofitted	2	0	2	2	2
Facility / median landscapes enhanced	8	6	3	3	5
Customer satisfaction rate	100%	100%	100%	100%	100%
Man hours per non-department events	4,600	3,500	4,600	4,600	4,600
Grant dollars sought/awarded	\$320,248	N/A	\$300,000/ \$75,000	\$300,000/ \$75,000	\$300,000/ \$
Number of area adopted by citizens	75	N/A	80	80	80
Volunteer hours/value of hours	7,833	N/A	1,200/\$30,000	1,200/\$30,000	70,000/\$163,8000

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	759,104	805,669	981,744	987,661	1,009,489	25.30%	2.83%
41107 Salaries-Overtime	77,617	71,231	60,000	80,338	60,000	-15.77%	0.00%
41180 Salaries-Pt. and Hourly	100	12,526	24,005	3,025	24,485	95.48%	2.00%
41190 Wages - Contract Labor	73,648	64,390	60,000	84,835	60,000	-6.82%	0.00%
41224 PARS Benefits	1	163	312	57	110	-32.45%	-64.74%
41236 TMRS Benefits	163,057	170,546	202,349	185,060	193,889	13.69%	-4.18%
41247 Medicare	12,165	12,869	15,742	13,849	15,106	17.38%	-4.04%
41271 Salaries-Longevity	5,384	5,344	6,048	8,352	7,764	45.28%	28.37%
41273 Salaries-SLBB	10,544	10,293	13,849	14,508	9,916	-3.66%	-28.40%
Personnel Services Subtotal	1,101,620	1,153,031	1,364,049	1,377,686	1,380,759	19.75%	1.23%
42200 Operating Supplies	22,451	21,532	44,800	40,500	42,800	98.78%	-4.46%
42205 Grounds Maintenance	144,125	143,932	120,000	149,773	145,000	0.74%	20.83%
42220 Clothing Supplies	7,875	10,823	9,000	7,066	9,000	-16.84%	0.00%
42252 Educational & Rec.	1,699	5,168	3,500	2,539	5,500	6.42%	57.14%
42281 Apparatus and Tools	15,055	18,780	22,100	21,811	22,100	17.68%	0.00%
42285 Motor Vehicle Fuel	43,269	31,542	45,000	42,026	45,000	42.67%	0.00%
Supplies Subtotal	234,474	231,777	244,400	263,716	269,400	16.23%	10.23%
43350 Buildings	328	1,738	0	958	0	NA	NA
43355 Recreation Facilities	212,815	184,694	200,000	200,344	200,000	8.29%	0.00%
43430 Motor Vehicle Maint.	467	340	0	3,965	0	NA	NA
43465 Misc. Equipment Maint.	6,017	6,951	6,000	10,403	6,000	-13.69%	0.00%
Maintenance Subtotal	219,627	193,723	206,000	215,671	206,000	6.34%	0.00%
44500 IT Software Licence & Maint Fees							
44505 Training, travel, dues	24,088	20,231	20,000	19,793	20,000	-1.14%	0.00%
44525 Utilities	868,218	786,867	744,400	745,435	744,400	-5.40%	0.00%
44540 Professional Services	1,919,415	1,848,028	2,055,780	2,028,851	2,050,000	10.93%	-0.28%
44573 Leases and Rentals	44,397	32,404	80,000	49,483	80,000	146.88%	0.00%
Services Subtotal	2,856,118	2,687,530	2,900,180	2,843,561	2,894,400	7.70%	-0.20%
48850 Improvements other than I	0	7,026	0	0	0	NA	NA
48860 Machinery & Equipment	0	16,999	0	4,333	0	NA	NA
Capital Outlay Subtotal	0	24,025	0	4,333	0	NA	NA
DIVISION TOTAL	4,411,839	4,290,087	4,714,629	4,704,967	4,750,559	10.73%	0.76%
Less Salaries, Vehicle Maintenance & Fuel	3,266,483	3,105,174	3,305,580	3,281,291	3,324,800	7.07%	0.58%

Parks & Recreation - Park Maintenance

100-312-3

Comments / Justification

42200 Operating Supplies

42,800

Includes general office supplies, professional publications, employee appreciation, shop, and KGVB related supplies

42205 Grounds Maintenance

145,000

Includes chemicals, fertilizer and seed for all the athletic fields in the City and tree sharing.

42281 Apparatus and Tools

22,100

Includes hand tools, shovels, rakes, power tools, drill, saws, chainsaws, blowers, weedeater, etc.

44505 Training, travel, dues

20,000

TRAPS State Conference for Parks Manager, CIP Manager, & Foreman (4 days) \$1,000 Irving, 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) \$4,200 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 \$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 \$3,950.

44525 Utilities

744,400

Water \$500,000; Electric \$230,000; Phone \$14,400.

44540 Professional Services

2,050,000

Janitorial \$140,000. Tree Maintenance \$300,000. Contract Maintenance \$30,000. Landscape Management (litter, fertilization, mowing, annual color, bed maint, and TXDOT ROW) 1,550,000 including new landscape areas. Water Feature Maintenance and services needed for repair \$30,000.

44573 Leases and Rentals

80,000

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**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	439,588	176,710	216,254	223,833	236,868
Supplies	30,151	50,042	60,250	58,449	61,100
Maintenance	0	315	0	1,683	0
Services	51,980	71,810	121,250	120,282	127,960
Total	521,719	298,876	397,754	404,247	425,928

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Total Community Events Participation (Rev/Non-Rev)	60,428	60,428	16,000	16,000	16,000
Social Media posts/engagement	150/200,000	150/200,000	150/200,000	150/200,000	150/200,000
Number of Surveys/customer satisfaction rate	97.34%	97.36%	96.00%	96.00%	300/96%
Number of indoor facility rentals/Total Hours rented	712 / 1,801.25	831/2360.50	615/1,600	615/1,600	750/2100
Number of lake park pavilion rentals/Total hours rented	192 / 2,153	159/1672	100/1,400	100/1,400	180/2000
Number of park pavilion rentals/Total hours rented	780 / 2,911.5	1312/3022	420/2,000	420/2,000	1250/3000

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

<u>Expenditure Detail</u>	2013-14	2014-15	2015-16	2015-16	2016-17	ChAyge from	Change from
	Actual	Actual	Adopted Bdgt	Estimate	Proposed Bdgt	FY15 Actual	FY16 Budget
41100 Salaries-Full Time	311,619	132,091	172,893	155,956	180,552	36.69%	4.43%
41107 Salaries-Overtime	12,664	7,015	3,000	17,321	12,850	83.19%	328.33%
41108 Salaries-Inter Departmenta	0	2,792	0	2,607	0	NA	NA
41180 Salaries-Pt. and Hourly	34,028	4,708	1,967	6,982	2,007	-57.37%	2.03%
41224 PARS Benefits	44	174	26	86	26	-85.03%	0.00%
41236 TMRS Benefits	68,485	25,769	33,883	34,330	34,553	34.09%	1.98%
41247 Medicare	5,134	2,136	2,606	2,673	2,658	24.42%	2.00%
41271 Salaries-Longevity	2,880	624	432	1,024	736	17.95%	70.37%
41273 Salaries-SLBB	4,734	1,402	1,447	2,854	3,486	148.71%	140.91%
Personnel Services Subtotal	439,588	176,710	216,254	223,833	236,868	34.04%	9.53%
42200 Operating Supplies	17,808	15,066	22,500	24,718	25,000	65.93%	11.11%
42220 Clothing Supplies	680	57	1,000	672	1,000	1643.98%	0.00%
42252 Educational & Rec.	8,763	28,490	30,950	30,752	30,000	5.30%	-3.07%
42261 Postage Charges	35	44	300	0	100	126.81%	-66.67%
42281 Apparatus and Tools	175	4,958	2,500	1,495	2,000	-59.66%	-20.00%
42285 Motor Vehicle Fuel	2,690	1,426	3,000	811	3,000	110.32%	0.00%
Supplies Subtotal	30,151	50,042	60,250	58,449	61,100	22.10%	1.41%
43350 Buildings	0	315	0	1,346	0	NA	NA
43465 Misc. Equipment Maint.	0	0	0	337	0	NA	NA
Maintenance Subtotal	0	315	0	1,683	0	NA	NA
44505 Training, travel, dues	4,720	4,622	7,100	16,369	7,100	53.63%	0.00%
44540 Professional Services	30,034	46,644	58,850	62,524	61,210	31.23%	4.01%
44572 Recreation Contract Svcs.	75	822	16,500	6,489	14,000	1603.16%	-15.15%
44573 Leases and Rentals	17,151	19,722	38,800	34,899	45,650	131.46%	17.65%
Services Subtotal	51,980	71,810	121,250	120,282	127,960	78.19%	5.53%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	521,719	298,876	397,754	404,247	425,928	42.51%	7.08%
Less Salaries, Vehicle Maintenance & Fuel	79,441	120,740	178,500	179,603	186,060	54.10%	4.24%

Parks & Recreation - Recreation

100-312-4

Comments / Justification

42200 Operating Supplies **25,000**
General office Supplies for Events & Reservation Program Areas - \$11,250, marketing & Promotional Items including printing - \$13,250, cleaning supplies \$500

42220 Clothing Supplies **1,000**
Clothing supplies for event staff and support teams

42252 Educational & Rec. **30,000**
Easter - \$4,900, Concert Series - \$400, Fourth Friday Films - \$1,200, Carol of Lights - \$4,500, Daddy/Daughter Dance - \$6,000, Mother/Son - \$2,600, Mom & Me - \$2,100, Father/Son - \$1,800, GrapeYard - \$6,500

42281 Apparatus & Tool **2,000**
Technical production & event tools, lights and stands

44505 Training, travel, dues **7,100**
IFEA (Event Management School) - \$5,500, TFEA - \$1,300, TRAPS Regional - \$300

44540 Professional Services **61,210**
Easter - \$2,250, Concert Series - \$4,000, Carol of Lights - \$6,500, Christmas (nightly presentation)- \$3,460 Daddy/Daughter Dance - \$15,000, Mother/Son - \$6,000, Mom & Me - \$2,400, Father/Son - \$2,100, GrapeYard - \$10,500, Various AV for events - \$2,500, Professional Marketing and Promotional Development & Distribution - \$4,000, Radio live spots at events - \$2500

44573 Leases and Rentals **45,650**
Easter - \$650, Concert Series - \$1,750, Fourth Friday Films - \$ 1,500, Carol of Lights - \$10,000, Daddy/Daughter Dance - \$3,350, Mother/Son - \$2,900, Mom & Me - \$1,000, Father/Son - \$3,000, GrapeYard - \$20,000, Radio Rentals \$1,500

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	346,755	690,726	1,142,869	1,150,710	1,206,253
Supplies	96,738	126,737	160,200	121,434	168,200
Maintenance	12,468	18,002	20,000	12,699	20,000
Services	48,214	54,205	119,250	99,472	120,000
Total	504,175	889,669	1,442,319	1,384,316	1,514,453

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.
- Provide quality aquatic facilities that foster community and encourage "kids of all ages" to enjoy the health benefits of aquatic play year round.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Total public swim attendance	46,120	75,245	75,000	75,000	75000
Learn To Swim participants	1,139	1,205	2,000	2,000	2000
Special event attendance	415	275	1,250	1,250	1250
Customer surveys / satisfaction rate	57 / 95.78%	348 / 96%	475 / 96%	475 / 96%	475 / 96%
Swim team participants	123	101	170	170	170
Aquatic fitness class registrants	72	147	400	400	400
Semi-private classes offered/made	180 / 164	84 / 67	250 / 225	250 / 225	250 / 225
Number of private lessons	65	199 / 173	150	150	150
Active Adult fitness class programs/participants	NA	134	200	200	200

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	22	99,575	341,262	362,162	369,603	271.18%	8.30%
41107 Salaries-Overtime	0	16,323	8,000	18,161	12,000	-26.48%	50.00%
41180 Salaries-Pt. and Hourly	337,449	534,394	701,231	698,842	720,816	34.88%	2.79%
41224 PARS Benefits	4,387	6,872	8,984	6,624	8,642	25.76%	-3.81%
41236 TMRS Benefits	4	23,507	66,844	51,813	70,732	200.89%	5.82%
41247 Medicare	4,893	9,377	15,106	11,225	15,827	68.78%	4.77%
41271 Salaries-Longevity	0	384	432	576	1,496	289.58%	246.30%
41273 Salaries-SLBB	0	878	1,010	1,308	7,137	712.61%	606.63%
Personnel Services Subtotal	346,755	690,726	1,142,869	1,150,710	1,206,253	74.64%	5.55%
42200 Operating Supplies	38,907	37,390	29,000	40,956	35,000	-6.39%	20.69%
42205 Grounds Maintenance	35,190	34,456	61,500	31,741	61,500	78.49%	0.00%
42220 Clothing Supplies	3,749	8,602	12,000	14,596	14,000	62.75%	16.67%
42252 Educational & Rec.	10,420	11,941	23,500	13,363	23,500	96.80%	0.00%
42281 Apparatus and Tools	8,473	21,959	26,700	20,778	26,700	21.59%	0.00%
42300 Cost of Goods Sold	0	12,389	7,500	0	7,500	-39.46%	0.00%
Supplies Subtotal	96,738	126,737	160,200	121,434	168,200	32.72%	4.99%
43350 Buildings	478	2,125	0	118	0	NA	NA
43355 Recreation Facilities	11,990	15,876	20,000	12,581	20,000	25.97%	0.00%
Maintenance Subtotal	12,468	18,002	20,000	12,699	20,000	11.10%	0.00%
44505 Training, travel, dues	7,008	9,712	7,250	8,452	8,000	-17.63%	10.34%
44540 Professional Services	19,332	28,923	72,000	70,432	72,000	148.94%	0.00%
44572 Recreation Contract Svcs.	17,568	15,570	35,000	20,588	35,000	124.79%	0.00%
44573 Leases and Rentals	4,306	0	5,000	0	5,000	NA	0.00%
Services Subtotal	48,214	54,205	119,250	99,472	120,000	121.38%	0.63%
DIVISION TOTAL	504,175	889,669	1,442,319	1,384,316	1,514,453	70.23%	5.00%
Less Salaries, Vehicle Maintenance & Fuel	157,420	198,943	299,450	233,605	308,200	54.92%	2.92%

Comments / Justification

Note: Significant variance from FY15 due to FY16 first full year of Recreation Center operations.

Parks & Recreation - Aquatics
100-312-5

<u>42200</u> <u>Operating Supplies</u>	35,000
Office supplies- \$5,000; cashier supplies- \$2,000; first aid supplies- \$5,500; LTS supplies- \$5,000; outdoor facility supplies- \$4,000; indoor program supplies- \$7,000; cleaning- \$3,000; test kits/supplies- \$3,500	
<u>42205</u> <u>Ground Maintenance</u>	61,500
Chemical/sanitation- \$55,000; CO2, algaecide and additives- \$6,500	
<u>42220</u> <u>Clothing Supplies</u>	14,000
Indoor and outdoor guard/LTS/manager uniforms- \$14,000	
<u>42252</u> <u>Educational & Rec.</u>	23,500
Special events- \$9,500; LTS program- \$8,000; ARC fees- \$6,000	
<u>42281</u> <u>Apparatus and Tools</u>	26,700
Safety/lifeguard equipment- \$6,000; training equipment- \$5,500; pool cleaning equipment- \$3,200; aquatic tech tools- \$2,000; ADA/specialized equipment- \$10,000	
<u>42300</u> <u>Aqua Cost of Goods Sold</u>	7,500
POS for outdoor pools- \$7,500	
<u>43355</u> <u>Recreation Facilities</u>	20,000
Repair/replacement of pumps/filters/motors- \$20,000	
<u>44505</u> <u>Training, travel, dues</u>	8,000
Aquatic Supervisor- \$1,600; Operations Coordinator- \$1,100; Programs Coordinator-\$1,100; Aquatic Tech- \$1,100; Life Guards- \$2,500; hospitality- \$600	
<u>44540</u> <u>Professional Services</u>	72,000
AV services- \$2,000; pool cleaning service- \$35,000; professional marketing services- \$5,000; maintenance service- \$30,000	
<u>44572</u> <u>Recreation Contract Svcs.</u>	35,000
Contractor payments for swim team/water aerobics/water fitness- \$35,000	
<u>44573</u> <u>Leases and Rentals</u>	5,000
Pool events/attractions- \$2,000; swim meet bleacher rental- \$2,500; service equipment rental- \$500	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	55,571	219,486	310,810	257,944	308,522
Supplies	61,398	122,532	70,678	109,730	70,678
Maintenance	410	1,507	2,980	1,260	2,980
Services	424,155	487,341	410,725	441,544	445,725
Total	541,535	830,865	795,193	810,476	827,905

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Athletic leagues / youth registrants	7 / 6,250	7/6,250	7/6,000	7/6,000	7/6,200
Athletic leagues / adult registrants	20 / 9,248	20/9,248	18/10,250	18/10,250	18/10,250
Sport camps / youth registrants	6 / 297	6/297	6 / 300	6 / 300	6/300
Community Camps - Outreach		N/A	3/75	3/75	3/90
Tennis Classes/youth registrants	285	285	575	575	575
Tennis classes/adult registrants	56	56	170	170	170
Customer satisfaction rate	6 / 92%	6/92%	10 / 96%	10 / 96%	10/96%
Percent of cost recovery	130%	130%	110%	110%	110%
Co-Sponsored association program registrants	5,100	5,100	4,200	4,200	4,300
Number of tournaments offered/teams registered	27 / 972	27/972	27/861	27/861	30/900

Parks & Recreation - Athletics Programs
100-312-6

<u>Expenditure Detail</u>	2013-14	2014-15	2015-16	2015-16	2016-17	Change from	Change from
	Actual	Actual	Adopted Bdgt	Estimate	Proposed Bdgt	FY15 Actual	FY16 Budget
41100 Salaries-Full Time	1,103	146,085	214,013	179,589	207,156	41.81%	-3.20%
41107 Salaries-Overtime	118	12,128	5,000	11,074	7,500	-38.16%	NA
41180 Salaries-Pt. and Hourly	52,504	25,062	43,700	23,432	44,575	77.86%	2.00%
41224 PARS Benefits	671	311	568	296	579	86.38%	1.94%
41236 TMRS Benefits	397	30,919	40,397	37,144	39,733	28.51%	-1.64%
41247 Medicare	778	2,621	3,707	3,079	3,670	40.04%	-1.00%
41271 Salaries-Longevity	0	960	1,056	1,366	1,300	35.42%	23.11%
41273 Salaries-SLBB	0	1,402	2,369	1,963	4,009	186.02%	69.23%
Personnel Services Subtotal	55,571	219,486	310,810	257,944	308,522	40.57%	-0.74%
42200 Operating Supplies	5,515	8,903	10,580	8,952	10,580	18.84%	0.00%
42220 Clothing Supplies	7,064	11,466	8,500	7,093	8,500	-25.86%	0.00%
42252 Educational & Rec.	41,606	43,888	50,000	63,012	50,000	13.93%	0.00%
42261 Postage Charges	80	0	300	109	300	NA	0.00%
42281 Apparatus and Tools	3,223	0	1,298	0	1,298	NA	0.00%
42300 Athl Cost of Goods Sold	3,911	58,276	0	30,563	0	NA	NA
Supplies Subtotal	61,398	122,532	70,678	109,730	70,678	-42.32%	0.00%
43355 Recreation Facilities	410	0	1,980	0	1,980	NA	0.00%
43465 Misc. Equipment Maint.	0	1,507	1,000	1,260	1,000	NA	0.00%
Maintenance Subtotal	410	1,507	2,980	1,260	2,980	97.75%	0.00%
44505 Training, travel, dues	2,986	3,943	3,725	3,964	3,725	-5.52%	0.00%
44540 Professional Services	15,248	44,485	32,000	37,749	32,000	-28.07%	0.00%
44572 Recreation Contract Svcs.	405,921	438,913	375,000	399,831	410,000	-6.59%	9.33%
Services Subtotal	424,155	487,341	410,725	441,544	445,725	-8.54%	8.52%
DIVISION TOTAL	541,535	830,865	795,193	810,476	827,905	-0.36%	4.11%
Less Salaries, Vehicle Maintenance & Fuel	485,964	611,380	484,383	552,533	519,383	-15.05%	7.23%

Parks & Recreation - Athletics Programs

100-312-6

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	10,580
\$4,000 Play Grapevine; \$4,000 Marketing/Printing for Tournaments & Tennis programs; \$2,580 Marketing/Printing for athletic programs.	
<u>42220</u> <u>Clothing Supplies</u>	8,500
\$5,500 youth basketball jerseys; \$2,000 youth volleyball jerseys; \$1,000 for staff/contractors.	
<u>42252</u> <u>Educational & Rec.</u>	50,000
\$25,000 Awards for leagues; \$20,000 Programs supplies and equipment; \$5,000 TAAF Team registrations.	
<u>42261</u> <u>Postage Charges</u>	300
\$300 for athletic program postage and stamps for mail-outs.	
<u>43465</u> <u>Misc. Equip Maint.</u>	1,000
\$1,000 - Maintenance/service on all indoor and outdoor scoreboards.	
<u>44505</u> <u>Training, travel, dues</u>	3,725
\$1,030 - Athletics Manager TAAF annual conference; \$1,410 - 2 Athletic coordinators & 1 athletic specialists TAAF annual conference; \$300 TRAPS annual memberships; \$200 TAAF annual membership; \$100 TTN annual membership; \$100 American Trails annual membership; \$585 Hospitality for meetings.	
<u>44540</u> <u>Professional Services</u>	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.	
<u>44572</u> <u>Recreation Contract Svcs.</u>	410,000
This is the 7th 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 operates the OGBF concession stand and athletic programs that utilizes contract personnel which allows for additional expenses as well as increased participation levels. Revenue exceeds expenditures.	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	15,189	54,902	64,326	64,606	64,632
Supplies	61,863	104,797	125,500	66,442	59,650
Services	269,833	372,914	342,300	400,037	427,300
Total	346,884	532,612	532,126	531,125	551,582

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Youth registered in programs at The REC	6,838	2,841	15,000	15,000	15000
Adults registered in programs at The REC	9,773	4,090	14,000	14,000	14000
Number of customer surveys returned/satisfaction rate	99 / 98.41%	60 / 98.3%	200 / 96%	200 / 96%	200 / 96%
Number of classes offered/number made	324 / 278%	843 / 688	700 / 581	700 / 581	800 / 700
Cost recovery	153.00%	205.00%	140.00%	140.00%	140.00%
Class success rate	82.00%	81.60%	83.00%	83.00%	83.00%
Gross program revenue	NA	\$419,018.05	\$1,000,000	\$1,000,000	\$750,000.00

Parks & Recreation - Recreation Programs
100-312-7

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41107 Salaries-Overtime	854	8,418	10,000	10,293	10,000	18.80%	0.00%
41180 Salaries-Pt. and Hourly	13,730	43,132	52,127	53,076	53,170	23.27%	2.00%
41224 PARS Benefits	173	527	678	405	691	31.09%	1.92%
41247 Medicare	219	752	1,521	491	771	2.53%	-49.31%
Personnel Services Subtotal	15,189	54,902	64,326	64,606	64,632	17.72%	0.48%
42200 Operating Supplies	26,032	38,662	83,000	23,335	15,000	-61.20%	-81.93%
42220 Clothing Supplies	57	11,956	500	2,300	2,650	-77.84%	430.00%
42252 Educational & Rec.	26,964	38,751	30,000	29,724	30,000	-22.58%	0.00%
42261 Postage Charges	8,761	9,779	12,000	11,083	12,000	22.71%	0.00%
42281 Apparatus and Tools	49	5,648	0	0	0	NA	NA
Supplies Subtotal	61,863	104,797	125,500	66,442	59,650	-43.08%	-52.47%
43355 Recreation Facilities	0	0	0	40	0	NA	NA
Maintenance Subtotal	0	0	0	40	0	NA	NA
44505 Training, travel, dues	818	649	800	565	800	23.31%	0.00%
44540 Professional Services	35,903	87,331	25,000	26,135	25,000	-71.37%	0.00%
44565 Advert, Publications, Subs	0	0	0	22,345	85,000	NA	NA
44572 Recreation Contract Svcs.	229,145	274,525	310,000	319,206	310,000	12.92%	0.00%
44573 Leases and Rentals	3,967	10,409	6,500	31,787	6,500	-37.56%	0.00%
Services Subtotal	269,833	372,914	342,300	400,037	427,300	14.58%	24.83%
DIVISION TOTAL	346,884	532,612	532,126	531,125	551,582	3.56%	3.66%
Less Salaries, Vehicle Maintenance & Fuel	331,695	477,710	467,800	466,519	486,950	1.93%	4.09%

Comments / Justification

42200 Operating Supplies	15,000
laminating supplies- \$750; general rec supplies- \$1,250; direct mail piece development- \$7,000; marketing materials for revenue generating programs- \$6,000	
42220 Clothing Supplies	2,650
Summer camp staff shirts- \$300; Summer camp t-shirts for participants- \$1,600; Personal training staff clothing- \$750	
42252 Ed. & Rec. Supplies	30,000
Recreation program equipment for Fine Art & General Rec classes- \$10,000; Group Exercise and Class Equipment- \$10,000; Pre-school programs- \$2,000; Special Interest programs including CPR/First Aid- \$4,000; New programs- \$4,000	
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- \$6,000	
44573 Leases and Rentals	6,500
Rentals for programs/activities at The REC- \$6,500	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	440,016	811,028	847,602	822,754	858,729
Supplies	43,938	189,347	105,000	127,786	128,000
Maintenance	5,676	9,167	21,000	1,609	21,000
Services	210,920	259,194	58,000	112,656	70,000
Capital Outlay	45,688	0	62,000	64,141	65,720
Total	746,237	1,268,736	1,093,602	1,128,946	1,143,449

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Customer surveys / satisfaction rate	94.6%	NA	200 / 96%	201 / 96%	400 / 96%
Citizen request forms received / responded to within 24 hours	40		25	25	40
Average facility users per hour	71.7	106	100	100	120
Family memberships	2,731	9,571	6,880	6,880	12,000
Individual memberships	2,502	5,240	4,300	4,300	6,000
Retention rate	39%	NA	50%	50%	60.00%
Classroom occupancy rate	19%	17%	20%	20%	25.00%
Annual number of track users	17,301	18,340	25,000	25,000	35,000
Annual number of fitness room users	77,839	103,110	100,000	100,000	140,000
Annual number of racquetball users	3,143	4,019	11,000	11,000	9,000
Annual number of open court users	14,948	22,684	43,000	43,000	50,000
Gross membership revenue	NA	\$1,067,910	\$1,339,900	\$1,339,901	\$1,339,900

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	178,283	316,202	363,096	298,279	359,089	13.56%	-1.10%
41107 Salaries-Overtime	3,868	31,174	20,000	26,118	20,000	-35.84%	0.00%
41180 Salaries-Pt. and Hourly	203,734	361,003	363,966	396,583	384,358	6.47%	5.60%
41190 Wages-Contract Labor	0	7,247	0	480	0	NA	NA
41224 PARS Benefits	2,083	4,102	4,448	5,661	4,997	21.83%	12.34%
41236 TMRS Benefits	39,788	73,374	78,460	76,081	68,843	-6.18%	-12.26%
41247 Medicare	6,599	11,219	10,930	12,953	12,388	10.42%	13.34%
41271 Salaries-Longevity	1,916	2,472	2,208	1,984	2,108	-14.72%	-4.53%
41273 Salaries-SLBB	3,744	4,236	4,494	4,616	6,946	63.99%	54.56%
Personnel Services Subtotal	440,016	811,028	847,602	822,754	858,729	5.88%	1.31%
42200 Operating Supplies	20,001	108,798	40,000	58,546	61,000	-43.93%	52.50%
42210 Computer Equipment & S	0	13,792	5,000	3,500	5,000	NA	NA
42220 Clothing Supplies	3,329	16,366	8,000	17,538	10,000	-38.90%	25.00%
42252 Educational & Rec.	18,080	24,720	28,000	32,694	28,000	13.27%	0.00%
42261 Postage Charges	0	27	5,000	17	5,000	NA	NA
42281 Apparatus and Tools	2,528	8,784	7,000	2,260	7,000	-20.31%	0.00%
42300 Cost of Goods Sold	0	16,860	12,000	13,232	12,000	-28.82%	0.00%
Supplies Subtotal	43,938	189,347	105,000	127,786	128,000	-32.40%	21.90%
43350 Buildings	1	770	0	96	0	NA	NA
43355 Recreation Facilities	1,275	2,925	0	0	0	NA	NA
43465 Misc. Equipment Maint.	4,400	5,472	21,000	1,513	21,000	283.79%	0.00%
Maintenance Subtotal	5,676	9,167	21,000	1,609	21,000	129.08%	0.00%
44505 Training, travel, dues	4,469	10,095	8,000	11,758	9,000	-10.85%	12.50%
44525 Utilities	0	227	0	0	0	NA	NA
44540 Professional Services	206,451	248,872	50,000	34,394	61,000	-75.49%	22.00%
44565 Advert, Publications, Subs	0	0	0	66,504	0		
Services Subtotal	210,920	259,194	58,000	112,656	70,000	-72.99%	20.69%
48860 Machinery & Equipment	45,688	0	62,000	64,141	65,720	NA	6.00%
Capital Outlay Subtotal	45,688	0	62,000	64,141	65,720	NA	NA
DIVISION TOTAL	746,237	1,268,736	1,093,602	1,128,946	1,143,449	-9.87%	4.56%
Less Salaries, Vehicle Maintenance & Fuel	306,222	457,708	246,000	306,192	284,720	-37.79%	15.74%

**Parks & Recreation - The REC
100-312-8
Comments / Justification**

<u>42200</u> <u>Operating Supplies</u>	61,000
Gym wipes- \$15,000; office supplies- \$4,000; child watch supplies- \$4,000; membership supplies- \$5,000; first aid supplies- \$1,000; staff meetings- \$2,000; building supplies- \$2,000; member acknowledgement items- \$2,000; Membership Appreciation Day- \$10,000; member services supplies- \$11,000; cable/internet services- \$5,000	
<u>42210</u> <u>Computer Equipment & Supplies</u>	5,000
Computer equipment for staff and The REC- \$5,000	
<u>42220</u> <u>Clothing Supplies</u>	10,000
Staff uniform- \$10,000	
<u>42252</u> <u>Ed. & Rec. Supplies</u>	28,000
Employee Health Fair- \$10,000; recreation equipment and supplies for The REC- \$15,000; mirror/glass addition and replacement- \$3,000	
<u>42261</u> <u>Postage Charges</u>	5,000
Mailings promoting The REC of Grapevine- \$5,000	
<u>42281</u> <u>Apparatus and Tools</u>	7,000
clocks/scales/AED/washer/dryer supplies- \$2,000; machine replacement- \$5,000	
<u>42300</u> <u>CAC Cost of Goods Sold</u>	12,000
Merchandise and concession sells at The REC- \$12,000	
<u>43465</u> <u>Misc. Equip Maint.</u>	21,000
Fitness room quarterly PM- \$6,000; furniture repair- \$5,000; equipment repair- \$10,000	
<u>44505</u> <u>Training, travel, dues</u>	9,000
Recreation Manager- \$2,000; Recreation Supervisor- \$1,200; Recreation Coordinators- \$4,800; Front line staff- \$1,000	
<u>44540</u> <u>Professional Services</u>	61,000
Rec Trac maintenance to include new upgrade and training- \$25,000; marketing for The REC to include promotional items- \$30,000; fabric cleaning- \$4,000; shredding services- \$2,000	
<u>48860</u> <u>Machinery & Equip</u>	65,720
Annual cardiovascular replacement program- \$53,720; addition of fitness room machines- \$12,000	

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
313 - LIBRARY

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	1,277,377	1,226,690	1,363,120	1,347,363	1,390,053
Supplies	362,906	313,015	337,410	306,512	339,060
Maintenance	730	1,000	1,000	172	1,000
Services	49,200	54,362	50,635	54,165	54,274
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,690,213	1,595,067	1,752,165	1,708,213	1,784,387

<u>LIBRARY</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Library Director	1	1	1	1	1
Library Manager	1	1	1	1	1
Librarian II	5	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
Librarian I	0	0	1	1	1
TOTAL FULL-TIME POSITIONS	12.00	12.00	12.00	12.00	12.00

<u>PART-TIME POSITIONS</u>					
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	1.853	1.853	2.000	2.000	2.000
Library Technician	0.664	0.664	0.325	0.325	0.325
Library Assistant	7.498	7.498	7.181	7.181	7.181
Library Aide	2.375	2.375	2.375	2.375	2.375
TOTAL PART-TIME POSITIONS	12.92	12.92	12.41	12.41	12.41

TOTAL LIBRARY POSITIONS	24.92	24.92	24.41	24.41	24.41
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**Library - Administration
100-313-1**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	1,277,377	1,226,690	1,363,120	1,347,363	1,390,053
Supplies	362,906	313,015	337,410	306,512	339,060
Maintenance	730	1,000	1,000	172	1,000
Services	49,200	54,362	50,635	54,165	54,274
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,690,213	1,595,067	1,752,165	1,708,213	1,784,387

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.

<u>Performance</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Average waiting time to check out materials	3	2	2	2	2
Reference questions	12,032	9,530	11,500	11,500	11,000
Number of materials	11,225	11,000	12,000	12,000	11,000
Percent of first time checkouts on Express	97%	98%	98%	98%	98%
Electronic database	139,251	156,903	150,000	150,000	150,000

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

<u>Expenditure Detail</u>	2013-14	2014-15	2015-16	2015-16	2016-17	Change from	Change from
	Actual	Actual	Adopted Bdgt	Estimate	Proposed Bdgt	FY15 Actual	FY16 Budget
41100 Salaries-Full Time	765,552	683,448	681,797	711,790	716,041	4.77%	5.02%
41180 Salaries-Pt. and Hourly	304,686	341,677	473,401	426,121	482,865	41.32%	2.00%
41190 Wages-Contract Labor	0	6,391	0	0	0	NA	NA
41224 PARS Benefits	2,274	2,323	3,844	2,661	5,632	142.41%	46.51%
41236 TMRS Benefits	165,773	158,873	167,860	167,264	147,928	-6.89%	-11.87%
41247 Medicare	15,326	16,507	15,021	15,730	19,381	17.41%	29.03%
41271 Salaries-Longevity	7,648	6,032	5,520	6,912	6,440	6.76%	16.67%
41273 Salaries-SLBB	11,668	7,214	11,477	12,585	7,566	4.88%	-34.08%
41275 Car Allowance	4,450	4,225	4,200	4,300	4,200	-0.59%	0.00%
Personnel Services Subtotal	1,277,377	1,226,690	1,363,120	1,347,363	1,390,053	13.32%	1.98%
42200 Operating Supplies	55,816	30,477	29,200	23,218	29,200	-4.19%	0.00%
42252 Educational & Rec.	8,400	9,693	14,210	15,917	15,860	63.63%	11.61%
42261 Postage Charges	926	993	1,000	658	1,000	0.69%	0.00%
42282 Library & A/V Supplies	297,764	271,853	293,000	266,719	293,000	7.78%	0.00%
Supplies Subtotal	362,906	313,015	337,410	306,512	339,060	8.32%	0.49%
43465 Misc. Equipment Maint.	730	1,000	1,000	172	1,000	0.00%	0.00%
Maintenance Subtotal	730	1,000	1,000	172	1,000	0.00%	0.00%
44500 IT Software License & M	0	3,338	3,181	3,109	3,771	0.00%	18.55%
44505 Training, travel, dues	4,540	7,023	5,176	4,124	6,276	-10.64%	21.25%
44525 Utilities	2,718	2,543	2,978	2,532	2,880	13.27%	-3.29%
44535 Financial Service Fees	0	2,440	2,600	2,226	2,600	NA	0.00%
44540 Professional Services	20,011	15,248	12,700	15,911	14,747	-3.28%	16.12%
44573 Leases and Rentals	21,931	23,771	24,000	26,264	24,000	0.96%	0.00%
Services Subtotal	49,200	54,362	50,635	54,165	54,274	-0.16%	7.19%
DIVISION TOTAL	1,690,213	1,595,067	1,752,165	1,708,213	1,784,387	11.87%	1.84%
Less Salaries, Vehicle Maintenance & Fuel	412,836	368,377	389,045	360,850	394,334	7.05%	1.36%

Library - Administration
100-313-1
Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	29,200
Processing materials: \$2500 book covers, \$4000 for encoded chips, \$1000 spine labels, \$400 media cases, \$1000 label protectors, \$1600 CD/DVD cases, \$1000 book and media cleaning supplies, \$1500 printer cartridges, \$200 overdue mailers, \$200 book repair tape & wings, \$550 Max lettering tape, \$400 laminating film, \$1800 receipt printer tape, \$9000 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, \$1300 Library Brochures, \$500 adult & teen volunteer brochures, \$400 tools for Create It space.	
<u>42252</u> <u>Educational & Rec.</u>	15,860
Adult volunteer celebration & SRC \$3700, Teen volunteer program \$1850, Teen Summer Reading club prizes, decorations, bookmarks, etc. \$1950, Children's SRC prizes, decorations, etc.\$2500, Children's craft supplies, puppets, posters, bookmarks, etc. \$2100, supplies for new passive programs - board games, sensory supplies, building supplies, etc. \$ 1500, Supplies for CreatIt robotics and 3D printing \$2260.	
<u>43465</u> <u>Misc. Equip Maint.</u>	1,000
Binding of donated Genealogy materials	
<u>44500</u> <u>IT Software License & Maint Fees</u>	3,771
Software maintenance & installations- Web clarity \$175, Title Source 360 \$1,950, Internet connection \$276, Deepfreeze \$22, eVanced solutions \$1,324, Faronics \$24.	
<u>44505</u> <u>Training, travel, dues</u>	6,276
Staff training, mileage, & registration - places and topics vary \$800, TLA in San Antonio-Director \$1400, COSUGI user group for Director & Library Manager in Salt Lake, Utah - \$3225. Memberships- \$425 ALA, \$186 TLA, \$65 TMLDA, \$50 PLANT, \$125 COSUGI.	
<u>44535</u> <u>Financial Service Fees</u>	2,600
credit card fees	
<u>44540</u> <u>Professional Services</u>	14,747
Speaker/Storytellers for children's programs & all Summer Reading Clubs \$12,500, Texpress courier for ILL's \$2,247.	
<u>44573</u> <u>Leases and Rentals</u>	24,000
McNaughton books \$23,700, Convention Center room rental \$300.	

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Administration	388,370	393,669	423,345	413,858	431,912
Engineering	789,227	785,196	852,963	817,767	826,045
Streets	1,613,375	1,432,837	1,654,828	1,616,250	1,650,178
Traffic	1,033,512	1,114,478	1,183,253	1,188,367	1,219,415
Environmental Services	332,704	329,307	379,519	372,704	392,805
Facilities Services	1,699,832	1,871,844	2,270,993	1,811,951	2,396,499
Fleet Services	1,448,705	1,544,189	1,604,638	1,402,916	1,622,688
Total	7,305,725	7,471,520	8,369,539	7,623,812	8,539,542

<u>PUBLIC WORKS</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	4	4	4	4	4
Equipment Operator I	7	7	7	7	7
Traffic Engineer	0	0	1	1	1
Transportation Engineer	1	1	0	0	0
Transportation Manager	0	0	0	0	0
Traffic Operations Manager	1	1	1	1	1
Traffic Supervisor	2	2	2	2	2
Signal Tech Apprentice	1	1	1	1	1
Signal Tech II	1	1	1	1	1
Signal Tech I	1	1	1	1	1
Traffic Tech I	2	2	2	2	2

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

<u>PUBLIC WORKS (continued)</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	3
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	0	0	0	0	0
Journeyman Mechanic	1	1	1	1	1
Fleet Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	61.00	61.00	61.00	61.00	62.00
PART-TIME POSITIONS					
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	0.00	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
TOTAL PART-TIME POSITIONS	4.82	4.82	4.82	4.82	4.82
TOTAL PUBLIC WORKS POSITIONS	65.82	65.82	65.82	65.82	66.82

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	339,547	356,997	361,535	360,585	367,102
Supplies	15,581	14,345	17,400	16,486	17,400
Maintenance	0	0	0	0	0
Services	33,241	22,327	44,410	36,788	47,410
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	388,370	393,669	423,345	413,858	431,912

Objectives

- Support Development in the City including Gaylord Hotel & CC Expansion - Corps Issues.
- 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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Citizen / Business Owner meetings - DFW Connector Corridor/FM 2499	8	8	8	8	4
Design and construct private / public thoroughfares serving developments	0	0	0	0	1
Assist in ROW & Easement acquisition for DFW Connector Corridor	2	2	2	2	1
Address Corps Issues - Gaylord Expansion	1	1	1	1	1
Hudgins Street Construction Completion	NA	NA	NA	NA	1

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdg	2015-16 Estimate	2016-17 Proposed Bdg	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	184,879	184,640	188,829	184,935	191,351	3.63%	1.34%
41180 Salaries-P/T & Hourly	103,612	120,233	119,565	120,769	124,465	3.52%	4.10%
41224 PARS Benefits	1,123	1,328	1,312	1,327	1,618	21.81%	23.32%
41236 TMRS Benefits	39,783	40,346	40,962	40,919	37,240	-7.70%	-9.09%
41247 Medicare	2,939	3,213	3,407	3,275	4,638	44.37%	36.13%
41271 Salaries-Longevity	1,560	1,656	1,752	2,336	1,932	16.67%	10.27%
41273 Salaries-SLBB	3,426	3,468	3,608	4,764	3,758	8.36%	4.16%
41275 Car Allowance	2,225	2,113	2,100	2,150	2,100	-0.59%	0.00%
Personnel Services Subtotal	339,547	356,997	361,535	360,585	367,102	2.83%	1.54%
42200 Operating Supplies	14,962	13,692	16,300	16,178	16,300	19.05%	0.00%
42261 Postage Charges	620	654	1,000	308	1,000	53.01%	0.00%
42281 Apparatus and Tools	0	0	100	0	100	100.00%	0.00%
Supplies Subtotal	15,581	14,345	17,400	16,486	17,400	21.29%	0.00%
44505 Training, travel, dues	13,393	9,077	8,660	7,610	8,660	-4.60%	0.00%
44520 Engineering & Design S	0	9,461	22,500	12,533	22,500	100.00%	0.00%
44525 Utilities	3,983	3,464	4,000	5,128	4,000	15.46%	0.00%
44540 Professional Services	15,865	325	9,000	11,517	12,000	3597.31%	33.33%
44573 Leases and Rentals	0	0	250	0	250	100.00%	0.00%
Services Subtotal	33,241	22,327	44,410	36,788	47,410	112.34%	6.76%
DIVISION TOTAL	388,370	393,669	423,345	413,858	431,912	9.71%	0.00%
Less Salaries, Vehicle Maintenance & Fuel	48,823	36,673	61,810	53,273	64,810	76.73%	4.48%

Comments / Justification

42200 Operating Supplies	16,300
Data Processing Supplies; General Office Supplies; Copy Costs; Printing / cm 5/17	
42261 Postage Charges	1,000
Postage based on FY 15 usage and rate increase; Courier Charges / cm 5/17	
44505 Training, travel, dues	8,660
APWA National Conf; TPWA Annual Conf; Travel to Austin DFW Connector Issues, Legislative Issues & Metroport Issues with TxDOT & TTC; Travel to Austin for TCEQ Issues; APWA Membership; Metroport Membership; ERCOT Membership; Licensing; NE Tarrant Transportation Summit; ASCE Membership / cm 5/17	
44520 Engineering & Design Services	22,500
Special Projects Consultant Services / cm 5/17	
44525 Utilities	4,000
Cell Phones Director of Public Works & Director of Transportation Projects; Phone Replacement; Office Phone Monthly Expense / cm 5/17	
44540 Professional Services	12,000
Appraisals (4) cm 5/17	

Public Works - Engineering
100-415-2

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	759,097	755,819	806,914	780,231	781,398
Supplies	9,136	11,399	10,371	7,057	10,371
Services	20,994	17,978	35,678	30,479	34,276
Total	789,227	785,196	852,963	817,767	826,045

Objectives

- Review plat submittals 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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Pavement constructed (square yards)	27,584	27,584	27,584	27,584	6,500
Water line constructed (linear feet)	24,518	24,518	24,518	24,518	10,200
Wastewater line constructed (linear feet)	28,686	28,686	28,686	28,686	10,300
Storm drain line constructed (linear feet)	14,465	14,465	14,465	14,465	3,600
Sidewalk constructed (square feet)	34,540	34,540	34,540	34,540	24,000
Plats processed	44	44	44	44	30
Design contracts awarded	3	3	3	3	3
WTP Rehab / Update Projects	NA	NA	NA	NA	0
WWTP Rehab / Update Projects	NA	NA	NA	NA	1
Elevated Storage Tank Rehab / Update	NA	NA	NA	NA	1
Lift Station Upgrades	NA	NA	NA	NA	0

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	506,649	509,485	519,958	511,995	518,581	1.79%	-0.26%
41107 Salaries-Overtime	11,998	4,042	30,000	30,284	30,000	642.16%	0.00%
41180 Salaries-P/T & Hourly	104,799	103,313	103,122	102,351	105,642	2.25%	2.44%
41224 PARS Benefits	0	0	0	0	1,373	NA	NA
41236 TMRS Benefits	119,380	119,985	127,770	114,693	100,137	-16.54%	-21.63%
41247 Medicare	7,918	7,912	8,787	7,820	9,150	15.65%	4.13%
41271 Salaries-Longevity	3,552	3,696	5,208	5,237	4,694	27.00%	-9.87%
41273 Salaries-SLBB	4,151	5,274	9,969	5,701	9,721	84.32%	-2.49%
41275 Car Allowance	650	2,113	2,100	2,150	2,100	-0.59%	0.00%
Personnel Services Subtotal	759,097	755,819	806,914	780,231	781,398	3.38%	-3.16%
42200 Operating Supplies	1,062	4,264	465	730	465	-89.09%	0.00%
42210 Computer Equipment &	0	418	2,400	2,058	2,400	NA	0.00%
42220 Clothing Supplies	750	1,098	1,206	249	1,206	9.81%	0.00%
42281 Apparatus and Tools	438	0	300	0	300	NA	0.00%
42285 Motor Vehicle Fuel	6,886	5,619	6,000	4,020	6,000	6.77%	0.00%
Supplies Subtotal	9,136	11,399	10,371	7,057	10,371	-9.02%	0.00%
44500 IT Software License &	0	9,051	16,569	15,705	15,037	NA	-9.25%
44505 Training, travel, dues	2,747	1,623	6,635	6,195	6,635	308.72%	0.00%
44525 Utilities	7,348	4,651	5,604	3,870	5,604	20.50%	0.00%
44540 Professional Services	10,899	2,098	3,870	4,288	4,000	90.66%	3.36%
44565 Advert, Publications, S	0	555	3,000	422	3,000	NA	0.00%
Services Subtotal	20,994	17,978	35,678	30,479	34,276	90.65%	-3.93%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	789,227	785,196	852,963	817,767	826,045	5.20%	-3.16%
Less Salaries, Vehicle Maintenance & Fuel	23,244	23,758	40,049	33,516	38,647	62.67%	-3.50%

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

<u>42200</u> <u>Operating Supplies</u>	465
Survey Supplies; Printing Expenses - Business Cards; Warehouse Charges	
<u>42210</u> <u>Computer Equipment & Supplies</u>	2,400
Plotter Paper & Supplies; Printer Toner & Paper Charges	
<u>42281</u> <u>Apparatus and Tools</u>	300
Miscellaneous Hand Tools	
<u>44500</u> <u>IT Software License & Maint Fees</u>	15,037
Cartegraph Annual License & Support; Computer Software Purchases; Computer Software Licenses; Plotter Maintenance; Autocad Subscription (3); My Gov Bldg Permit License - Drainage Inspection; Consulting Services Data Management; ESRI User Pack 55; Laserfiche.	
<u>44505</u> <u>Training, travel, dues</u>	6,635
Professional Continuing Education Requirements - Engineers Licenses (5); ASCE Membership (5); TSPE Membership (1); Floodplain Manager Certification; Engineer's Licenses (5); ESRI Training	
<u>44525</u> <u>Utilities</u>	5,604
Cell Phones (6); Phone Replacement	
<u>44540</u> <u>Professional Services</u>	4,000
Plat & Replat Filing Fees; Easement Filing Fees; Professional Services	
<u>44565</u> <u>Advert, Publications, Subscript</u>	3,000
Replat Notices	

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	1,280,611	1,153,749	1,302,959	1,275,937	1,326,440
Supplies	150,454	103,350	125,500	116,064	125,500
Maintenance	1,335	1,981	4,000	2,990	4,000
Services	180,976	173,757	222,369	216,925	194,238
Capital Outlay	0	0	0	4,333	0
Transfers	0	0	0	0	0
Total	1,613,375	1,432,837	1,654,828	1,616,250	1,650,178

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Square yards of overlay completed	75,555	78,256	80,000	80,000	80,000
Linear feet of gutter wedge milled	45,792	43,211	20,000	20,000	40,000
Linear feet of curb and gutter replaced	944	2,900	2,000	2,000	2,000
Number of blocks crack sealed	174	189	200	200	200
Square feet of concrete rehab	96,068	70,246	25,000	25,000	25,000

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	924,514	869,570	960,290	974,867	985,068	13.28%	2.58%
41107 Salaries-Overtime	62,232	35,831	35,000	22,947	35,000	-2.32%	0.00%
41180 Salaries-P/T & Hourly	3,655	0	67,416	65,000	68,765	NA	2.00%
41190 Salaries - Contract Labor	62,034	38,017	0	993	0	NA	NA
41224 PARS Benefits	48	0	876	0	895	NA	2.17%
41236 TMRS Benefits	191,167	177,579	195,122	175,978	190,049	7.02%	-2.60%
41247 Medicare	14,306	13,086	15,822	13,074	15,455	18.10%	-2.32%
41271 Salaries-Longevity	11,352	11,982	11,472	15,568	12,032	0.42%	4.88%
41273 Salaries-SLBB	11,303	7,684	16,961	7,509	19,176	149.55%	13.06%
Personnel Services Subtotal	1,280,611	1,153,749	1,302,959	1,275,937	1,326,440	14.97%	1.80%
42200 Operating Supplies	1,370	1,259	7,000	1,835	7,000	456.14%	0.00%
42220 Clothing Supplies	10,512	9,237	11,000	10,039	11,000	19.08%	0.00%
42281 Apparatus and Tools	4,649	3,662	7,500	4,392	7,500	104.82%	0.00%
42285 Motor Vehicle Fuel	133,912	89,193	100,000	99,798	100,000	12.12%	0.00%
Supplies Subtotal	150,454	103,350	125,500	116,064	125,500	21.43%	0.00%
43350 Buildings	0	18	0	0	0	NA	NA
43465 Misc. Equipment Maint	1,335	1,963	4,000	2,990	4,000	103.75%	0.00%
Maintenance Subtotal	1,335	1,981	4,000	2,990	4,000	101.90%	0.00%
44500 IT Software License &	0	8,691	39,175	39,894	11,487	32.17%	-70.68%
44505 Training, travel, dues	3,111	979	3,000	4,376	3,000	206.37%	0.00%
44525 Utilities	156,409	154,888	158,000	170,522	157,880	1.93%	-0.08%
44540 Professional Services	8,732	400	5,323	240	5,000	1150.00%	-6.07%
44573 Leases and Rentals	12,725	8,799	16,871	1,894	16,871	91.74%	0.00%
Services Subtotal	180,976	173,757	222,369	216,925	194,238	11.79%	-12.65%
48860 Machinery & Equipmt	0	0	0	4,333	0	NA	NA
Capital Outlay Subtotal	0	0	0	4,333	0	NA	NA
DIVISION TOTAL	1,613,375	1,432,837	1,654,828	1,616,250	1,650,178	15.17%	-0.28%
Less Salaries, Vehicle Maintenance & Fuel	198,853	189,896	251,869	240,515	223,738	17.82%	-11.17%

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

<u>42200</u> <u>Operating Supplies</u>	7,000
Office Supplies, Surveying Supplies, Printing Supplies	
<u>42281</u> <u>Apparatus and Tools</u>	7,500
Generator for Construction Truck, 18" Concrete Saw, Hand Tools (shovels, picks, hammers, rakes, drills, electric saws, etc., Small Vibra-plate Compactor	
<u>43465</u> <u>Misc. Equip Maint.</u>	4,000
Unforeseen minor equipment maintenance such as compressors, chain saws, compactors, concrete saws, cold planner, etc.	
<u>44500</u> <u>IT Software License & Maint Fees</u>	11,487
Cartagraph Annual License, Consulting Service Data Management-BIS, ESRI-50 User Pack, General Software License	
<u>44505</u> <u>Training, travel, dues</u>	3,000
Training for two lead men at various TEEX or COG training courses, Tymco Sweeper Training in Waco Texas, Assistant Director and Street Manager (TPWA short courses and local COG traffic safety training, Street Employees one year certifications to work in Rail Road Right of Way	
<u>44525</u> <u>Utilities</u>	157,880
Cell phone charges (Street Mgr. and Foremen), MIFI monthly charges, On Call mobile phone charges, Storm Water Drainage Fees	
<u>44540</u> <u>Professional Services</u>	5,000
Juno SB Hardware Warranty	
<u>44573</u> <u>Leases and Rentals</u>	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**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	560,619	586,708	615,990	667,547	629,417
Supplies	30,027	27,981	37,540	19,904	38,240
Maintenance	25	852	0	5	0
Services	442,841	488,672	529,723	500,910	547,758
Capital Outlay	0	10,265	0	0	4,000
Transfers	0	0	0	0	0
Total	1,033,512	1,114,478	1,183,253	1,188,367	1,219,415

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Annual maintenance of traffic signals [71]	22	22	50	50	50
Annual striping program [110,000 lf]	2,800	2,800	48,000	48,000	50000
Repair / replace traffic signs	222	222	500	500	500
Replace crosswalks annually	12	12	20	20	20

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	368,561	417,967	486,939	475,226	499,040	19.40%	2.49%
41107 Salaries-Overtime	30,471	38,191	15,000	40,138	15,000	-60.72%	0.00%
41190 Contract Wages	69,308	31,634	0	43,381	0	NA	NA
41236 TMRS Benefits	76,536	88,027	97,435	93,111	95,650	8.66%	-1.83%
41247 Medicare	5,810	6,442	7,412	6,905	7,277	12.96%	-1.82%
41271 Salaries-Longevity	1,904	1,920	2,304	3,019	2,800	45.83%	21.53%
41273 Salaries-SLBB	4,365	2,526	6,900	5,768	9,650	281.99%	39.86%
Personnel Services Subtotal	560,619	586,708	615,990	667,547	629,417	7.28%	2.18%
42200 Operating Supplies	844	1,846	1,700	832	1,700	-7.93%	0.00%
42220 Clothing Supplies	3,565	3,050	5,040	1,588	5,040	65.25%	0.00%
42261 Postage Charges	498	755	1,000	890	1,000	32.46%	0.00%
42281 Apparatus and Tools	2,106	4,588	4,800	2,742	5,500	19.87%	14.58%
42285 Motor Vehicle Fuel	23,014	17,741	25,000	13,853	25,000	40.91%	0.00%
Supplies Subtotal	30,027	27,981	37,540	19,904	38,240	36.66%	1.86%
43430 Motor Vehicle Maint.	25	852	0	5	0	NA	NA
Maintenance Subtotal	25	852	0	5	0	NA	NA
44500 IT Software License &	0	4,011	36,804	32,455	24,614	100.00%	-33.12%
44505 Training, travel, dues	1,985	2,008	8,240	1,042	8,240	310.39%	0.00%
44525 Utilities	425,042	475,521	472,179	452,531	501,404	5.44%	6.19%
44540 Professional Services	11,387	2,102	7,500	10,000	8,500	304.29%	13.33%
44573 Leases and Rentals	4,427	5,030	5,000	4,883	5,000	-0.60%	0.00%
Services Subtotal	442,841	488,672	529,723	500,910	547,758	12.09%	3.40%
48860 Machinery & Equip.	0	10,265	0	0	4,000	NA	NA
Capital Outlay Subtotal	0	10,265	0	0	4,000	NA	NA
DIVISION TOTAL	1,033,512	1,114,478	1,183,253	1,188,367	1,219,415	9.42%	3.06%
Less Salaries, Vehicle Maintenance & Fuel	449,854	509,177	542,263	506,962	564,998	10.96%	4.19%

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

<u>42200</u> <u>Operating Supplies</u>	1,700
Copier Charges, printer cartridges and general office supplies	
<u>42261</u> <u>Postage Charges</u>	1,000
UPS Charges for return and repair of equipment	
<u>42281</u> <u>Apparatus and Tools</u>	5,500
Miscellaneous Small Tools; Tablet for Traffic Admin \$700	
<u>44500</u> <u>IT Software License & Maint Fees</u>	24,614
Annual Cartegraph License, Consulting Services Data Management, ESRI User Pack 50, General Software License, Traffic Syncro 9 Software Additional Modules, ATMS Trafficware License & Maintenance Annual, CTI Opticom Pre-Emption Annual	
<u>44505</u> <u>Training, travel, dues</u>	8,240
Mandatory Safety and Certification Training, Certification & Exam Fees, Professional Org Memberships, Travel to Conferences, Mileage Reimbursement & Traffic Engineer Professional Memberships	
<u>44525</u> <u>Utilities</u>	501,404
Energy Costs for Signals & City Owned Street Lights, Energy and Maintenance Costs for Oncor Street Lights, Landline telephone costs & Cellular Phones (9)	
<u>44540</u> <u>Professional Services</u>	8,500
Traffic Studies & other professional services	
<u>44573</u> <u>Leases and Rentals</u>	5,000
Rental of equipment & traffic control devices for special events & routine operations, high reach bucket trucks, cranes, variable message signs, arrow boards, large air compressors and generators	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	229,637	237,161	246,339	257,848	254,702
Supplies	13,387	19,139	21,361	19,110	21,361
Maintenance	1,805	21	1,800	0	1,800
Services	77,908	72,986	110,019	95,746	114,942
Capital Outlay	9,966	0	0	0	0
Total	332,704	329,307	379,519	372,704	392,805

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Outreach and education initiatives	12	12	12		12
Field evaluation / audits of solid waste service provider	12	12	12		12
Inspections for backflow and cross-connection prevention	58	54	50		50
Inspections and sampling on industrial and commercial pre-treatment generators	70	66	50		50
Perform Phase II storm water audits	12	13	12		12
Implement Phase II storm water BMPs	28	28	28		28
Inventory Municipal Emissions	1	1	1		1

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	182,062	186,804	198,626	202,941	206,049	10.30%	3.74%
41107 Salaries-Overtime	1,215	1,713	1,200	1,645	1,200	-29.96%	0.00%
41180 Salaries-Pt. and Hourly	5,393	5,988	0	5,964	0	NA	NA
41224 PARS Benefits	70	78	0	78	0	NA	NA
41236 TMRS Benefits	35,196	36,629	38,961	38,295	39,465	7.74%	1.29%
41247 Medicare	2,724	2,784	2,964	2,912	3,002	7.83%	1.28%
41271 Salaries-Longevity	480	624	768	1,024	1,004	60.90%	30.73%
41273 Salaries-SLBB	2,496	2,539	3,820	4,989	3,982	56.80%	4.24%
Personnel Services Subtotal	229,637	237,161	246,339	257,848	254,702	7.40%	3.39%
42200 Operating Supplies	8,098	13,737	12,739	11,867	12,739	-7.27%	0.00%
42220 Clothing Supplies	1,084	1,130	1,572	0	1,572	39.08%	0.00%
42261 Postage Charges	207	215	800	822	800	272.06%	0.00%
42281 Apparatus and Tools	752	1,489	2,250	2,300	2,250	51.09%	0.00%
42285 Motor Vehicle Fuel	3,246	2,568	4,000	4,122	4,000	55.77%	0.00%
Supplies Subtotal	13,387	19,139	21,361	19,110	21,361	11.61%	0.00%
43465 Misc. Equipment Maint.	1,805	21	1,800	0	1,800	8491.89%	0.00%
Maintenance Subtotal	1,805	21	1,800	0	1,800	8491.89%	0.00%
44500 IT Software License & M	0	0	0	0	4,923	NA	NA
44505 Training, travel, dues	3,593	3,460	4,700	3,917	4,700	35.85%	0.00%
44525 Utilities	1,977	812	2,750	648	2,750	238.88%	0.00%
44540 Professional Services	72,338	68,715	102,569	91,180	102,569	49.27%	0.00%
Services Subtotal	77,908	72,986	110,019	95,746	114,942	57.48%	4.47%
48860 Machinery & Equipment	9,966	0	0	0	0	NA	NA
Capital Outlay Subtotal	9,966	0	0	0	0	NA	NA
DIVISION TOTAL	332,704	329,307	379,519	372,704	392,805	19.28%	3.50%
Less Salaries, Vehicle Maintenance & Fuel	99,820	89,579	129,180	110,734	134,103	49.70%	3.81%

Public Works - Environmental Services

100-415-5

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	12,739
Outreach/Education various programs including Storm Water and HHW; Copy Machine Charges; Data Processing Supplies; Office Supplies; Subscriptions to Professional Publications; Printing	
<u>42220</u> <u>Clothing Supplies</u>	1,572
5 Shirts, 5 pair of pants, safety boots, winter jackets & PPE for 3 FTE's.	
<u>42261</u> <u>Postage Charges</u>	800
Adverising (Outreach and Education to Customers).	
<u>42281</u> <u>Apparatus and Tools</u>	2,250
HHW & GVRD & Outreach / Education Events personal protective equipment, outreach availability incidentals, etc., Mosquito Control tools to	
<u>43465</u> <u>Misc. Equip Maint.</u>	1,800
Maintenance of equipment, calibration (including reagents) of equipment, repair of equipment.	
<u>44500</u> <u>It License & Maint Fees</u>	4,923
Cartegraph Annual License; Consulting Services Data Mgt - BIS; ESRI User Pack 55;General Software License	
<u>44505</u> <u>Training, travel, dues</u>	4,700
Specific Targeted Expenses. Maintain licenses for water, wastewater, and backflow prevention.: HHW Manager's Meeting; STEP; Annual Environmental Trade Fair; Annual EPA Storm Water; License Renewal for H2O, WW, & BFCC; TPWA; Annual Pretreatment Conference.	
<u>44525</u> <u>Utilities</u>	2,750
AT&T Monthly Expense; Replacement Phone; Contingency Expenses.	
<u>44540</u> <u>Professional Services</u>	102,569
HHW Management and Community Collection Event, Environmental Sampling, Monitoring, & Consultant Fees, Vector Control Spraying.	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	619,177	639,097	651,948	684,956	686,755
Supplies	64,740	80,627	84,750	114,112	91,750
Maintenance	265,971	244,413	299,853	341,366	331,426
Services	749,944	907,706	1,234,442	1,271,517	1,286,568
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,699,832	1,871,844	2,270,993	2,411,951	2,396,499

Objectives

- City Hall - Replace Fan Power Heat boxes that provides heat in the building.
- Fire Stations - Painting, Flooring, and Station 1 needs assessment.
- Library - Painting.
- Roof Program - Continue program to evaluate current roof conditions, prioritize areas in need of repair, and forecast future capital needs. Replace roof on Station 5.
- Municipal Service Center - Replace flooring, painting, and HVAC equipment.
- The REC - Painting and floor maintenance.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Annual major work orders completed	7,213	6,937	7,400	7,400	7400
Non-emergency work orders completed within seven working days	96%	97%	96%	96%	89%
Annual emergency call outs (after hours)	116	100	100	100	100
Number of facilities maintained	96	96	97	97	97
Percent of preventative maintenance tasks completed on schedule	98%	98%	98%	98%	98%

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdt	2015-16 Estimate	2016-17 Proposed Bdt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	479,055	494,998	517,423	528,290	539,090	8.91%	4.19%
41107 Salaries-Overtime	23,788	23,669	7,500	17,792	7,500	-68.31%	0.00%
41180 Salaries-P/T & Hourly	1,458	20	3,000	332	13,578	69104.89%	352.60%
41224 PARS Benefits	19	0	39	2	177	67976.92%	353.85%
41236 TMRS Benefits	97,007	101,330	102,625	117,413	103,710	2.35%	1.06%
41247 Medicare	7,267	7,465	7,851	7,174	8,081	8.26%	2.93%
41271 Salaries-Longevity	3,980	3,936	4,392	5,856	4,620	17.38%	5.19%
41273 Salaries-SLBB	6,603	7,680	9,118	8,097	9,999	30.19%	9.66%
Personnel Services Subtotal	619,177	639,097	651,948	684,956	686,755	7.46%	5.34%
42200 Operating Supplies	43,545	60,616	59,000	87,781	66,000	8.88%	11.86%
42220 Clothing Supplies	4,044	4,076	5,000	8,610	5,000	22.66%	0.00%
42261 Postage Charges	163	148	250	43	250	68.40%	0.00%
42281 Apparatus and Tools	3,291	3,444	4,500	467	4,500	30.64%	0.00%
42285 Motor Vehicle Fuel	13,697	12,342	16,000	17,209	16,000	29.64%	0.00%
Supplies Subtotal	64,740	80,627	84,750	114,112	91,750	13.80%	8.26%
43350 Buildings	265,923	244,413	299,853	341,358	331,426	35.60%	10.53%
43430 Motor Vehicle Maint.	48	0	0	8	0	NA	NA
Maintenance Subtotal	265,971	244,413	299,853	341,366	331,426	35.60%	10.53%
44500 IT Software License & Maint Fees							
44505 Training, travel, dues	3,797	2,401	5,000	5,208	5,000	108.27%	0.00%
44525 Utilities	538,321	700,827	910,910	919,022	928,036	32.42%	1.88%
44540 Professional Services	206,847	204,210	317,032	345,762	352,032	72.39%	11.04%
44573 Leases and Rentals	979	269	1,500	1,525	1,500	458.64%	0.00%
Services Subtotal	749,944	907,706	1,234,442	1,271,517	1,286,568	41.74%	4.22%
DIVISION TOTAL	1,699,832	1,871,844	2,270,993	2,411,951	2,396,499	28.03%	5.53%
Less Salaries, Vehicle Maintenance & Fuel, Lease	1,066,910	1,220,405	1,603,045	1,709,778	1,693,744	38.79%	5.66%

Public Works - Facilities Services

100-118-2

Comments / Justification

<u>41100</u> <u>Salaries Full Time</u>	34,497
Additional position Sr. Building Maintenance Tech	
<u>42200</u> <u>Operating Supplies</u>	66,000
Janitorial Paper supplies, shop supplies, office supplies, and copy machine charges. Janitorial Paper supplies increasing due to the Public Safety added square footage and a increase in paper usage for 6 months of Public Safety opening in FY 2017.	
<u>42220</u> <u>Clothing Supplies</u>	5,000
Uniforms for staff, personal protection equipment and boot reimbursement.	
<u>42281</u> <u>Apparatus and Tools</u>	4,500
Tools: drills, wrenches, saws etc. Test equipment: meters, gauges etc.	
<u>43350</u> <u>Buildings</u>	331,426
Building Maintenance total sq. ft. 489,381 at \$.75/sq. ft. with 7,530 sq. ft. at \$.50/sq. ft. Increased from 394,784 to 499,784 sq. ft. with the Public Safety facility (105,000 sq. ft.)with 6 months of operation in FY 17. Reduction of 10,403 sq. ft. from Senior Activity Center.	
<u>44505</u> <u>Training, travel, dues</u>	5,000
Staff licenses. Continuing education and training. Association dues, seminars, and travel.	
<u>44525</u> <u>Utilities</u>	928,036
Electricity through CAPP. Contract. Electrical/Gas. Water/Sewer. Cell phones and mobile devices. Land line phone service including fire alarm panels, and Elevator phone lines. The increase in electrical and gas is due to the Public Safety added square footage.	
<u>44540</u> <u>Professional Services</u>	352,032
Janitorial Services contract: is a increasing due to added sq. ft. at the Public Safety. Work Order Maintenance software. Carpet and Window cleaning. The increase is due to square foot increase from 27,000 to 132,000 (\$35,000) for 6 months of cleaning.	
<u>44573</u> <u>Leases and Rentals</u>	1,500
Special equipment rental. Gas cylinder rental.	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	667,958	680,872	762,588	729,175	780,638
Supplies	456,218	554,667	556,100	438,410	556,100
Maintenance	294,292	284,060	251,600	212,106	251,600
Services	30,237	24,590	34,350	23,225	34,350
Total	1,448,705	1,544,189	1,604,638	1,402,916	1,622,688

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
- 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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Percent of user satisfaction with services	97%	97%	100%	100%	100
Percent of total fleet availability (daily)	97%	98%	99%	99%	99
Percent of repairs completed within 24 hours	96%	98%	98%	98%	98
Average number of work orders performed monthly	291	283	300	301	300

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from	Change from FY16 Budget
41100 Salaries-Full Time	538,602	551,105	603,336	592,432	624,990	13.41%	3.59%
41107 Salaries-Overtime	6,221	3,640	10,000	683	10,000	174.74%	0.00%
41180 Salaries-P/T & Hourly	118	0	2,000	0	2,040	NA	2.00%
41211 Tool Allowance	2,587	3,021	3,750	0	3,750	24.14%	0.00%
41224 PARS Benefits	2	0	26	0	27	NA	3.85%
41236 TMRS Benefits	104,889	107,962	119,694	115,514	119,988	11.14%	0.25%
41247 Medicare	7,848	7,956	9,135	8,543	9,158	15.11%	0.25%
41271 Salaries-Longevity	2,832	3,312	3,792	5,056	4,548	37.32%	19.94%
41273 Salaries-SLBB	4,861	3,877	10,855	6,947	6,137	58.29%	-43.46%
Personnel Services Subtotal	667,958	680,872	762,588	729,175	780,638	14.65%	2.37%
42200 Operating Supplies	4,195	6,426	6,000	3,523	6,000	-6.63%	0.00%
42220 Clothing Supplies	2,589	2,578	4,600	2,708	4,600	78.46%	0.00%
42261 Postage Charges	2,801	4,287	6,000	4,666	6,000	39.95%	0.00%
42281 Apparatus and Tools	2,549	476	3,500	987	3,500	634.60%	0.00%
42285 Motor Vehicle Fuel	5,477	3,860	6,000	2,593	6,000	55.44%	0.00%
42286 Motor Vehicle Equip. / Parts	438,607	537,039	530,000	423,934	530,000	-1.31%	0.00%
Supplies Subtotal	456,218	554,667	556,100	438,410	556,100	0.26%	0.00%
43430 Motor Vehicle Maint.	281,926	275,415	240,000	212,106	240,000	-12.86%	0.00%
43465 Misc. Equipment Maint.	12,367	8,645	11,600	0	11,600	34.19%	0.00%
Maintenance Subtotal	294,292	284,060	251,600	212,106	251,600	-11.43%	0.00%
44505 Training, travel, dues	9,780	4,930	10,000	3,145	10,000	102.84%	0.00%
44525 Utilities	3,923	3,083	4,000	2,775	4,000	29.76%	0.00%
44540 Professional Services	16,264	16,307	20,000	16,825	20,000	22.64%	0.00%
44573 Leases and Rentals	270	270	350	480	350	29.63%	0.00%
Services Subtotal	30,237	24,590	34,350	23,225	34,350	39.69%	0.00%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	1,448,705	1,544,189	1,604,638	1,402,916	1,622,688	5.08%	1.12%
Less Salaries, Vehicle Parts & Maint. & Fuel	493,345	584,041	596,050	459,042	596,050	2.06%	0.00%

Public Works - Fleet Services

100-108-1

Comments / Justification

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

FY 2016-17 PROPOSED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
417 - DEVELOPMENT SERVICES

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Administration	198,759	203,576	216,931	208,030	222,448
Building Inspection	746,433	771,842	816,844	816,184	831,614
Planning	290,677	297,693	323,552	310,908	336,820
Total	1,235,869	1,273,111	1,357,327	1,335,121	1,390,882

<u>DEVELOPMENT SERVICES</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	0	1	0	0	0
Asst. Director of Dev. Svc	1	0	1	1	1
Planning Technician	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	15.00	15.00	15.00	15.00	15.00

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	175,068	180,054	191,801	185,490	197,318
Supplies	13,534	12,194	16,200	11,785	16,200
Services	10,157	11,328	8,930	10,755	8,930
Total	198,759	203,576	216,931	208,030	222,448

Objectives

- Continue to ensure timely, accurate, and thorough customer service is provided from the Building Department.
- Work closely with Economic Development Department to ensure that the development goals of the city are met.
- 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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Square feet of commercial construction	110,000	587,106	170,000	170,000	170,000
Square feet of industrial construction	30,000	-	5,000	5,000	5,000

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	137,500	141,476	151,045	144,469	155,884	10.18%	3.20%
41236 TMRS Benefits	27,486	28,537	30,335	29,376	30,718	7.64%	1.26%
41247 Medicare	2,114	2,171	2,308	2,241	2,337	7.66%	1.26%
41271 Salaries-Longevity	912	960	1,008	1,344	1,080	12.50%	7.14%
41273 Salaries-SLBB	2,606	2,684	2,905	3,760	3,099	15.45%	6.68%
41275 Car Allowance	4,450	4,225	4,200	4,300	4,200	-0.59%	0.00%
Personnel Services Subtotal	175,068	180,054	191,801	185,490	197,318	9.59%	2.88%
42200 Operating Supplies	10,430	9,329	11,000	9,412	11,000	17.91%	0.00%
42261 Postage Charges	3,105	2,865	5,200	2,373	5,200	81.52%	0.00%
Supplies Subtotal	13,534	12,194	16,200	11,785	16,200	32.85%	0.00%
44505 Training, travel, dues	2,330	3,080	1,000	2,954	1,000	-67.53%	0.00%
44525 Utilities	7,827	8,248	6,110	7,801	6,110	-25.92%	0.00%
44540 Professional Services	0	0	1,820	0	1,820	NA	0.00%
Services Subtotal	10,157	11,328	8,930	10,755	8,930	-21.17%	0.00%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	198,759	203,576	216,931	208,030	222,448	9.27%	2.54%
Less Salaries, Vehicle Maintenance & Fuel	23,691	23,522	25,130	22,540	25,130	6.84%	0.00%

Comments / Justification

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

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

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	681,486	698,729	737,265	743,972	749,285
Supplies	24,487	22,226	27,146	15,987	27,146
Maintenance	0	0	0	0	0
Services	40,460	50,887	52,433	56,224	55,183
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	746,433	771,842	816,844	816,184	831,614

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Average number of days for plan review comments to be forwarded to applicant:					
- residential	1.1	1.0	3.0	3.0	3
- signs	0.3	0.7	3.0	3.0	3
- commercial alterations and finish	1.7	2.5	10.0	10.0	10
- new commercial buildings	5.8	6.7	15.0	15.0	15
Number of new professional licenses / certifications attained:	0	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>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	556,877	564,995	592,887	600,509	609,231	7.83%	2.76%
41107 Salaries-Overtime	64	1,372	2,912	4,847	2,912	112.19%	0.00%
41236 TMRS Benefits	106,566	109,781	116,607	117,505	117,101	6.67%	0.42%
41247 Medicare	8,088	8,287	8,871	8,105	8,908	7.50%	0.42%
41271 Salaries-Longevity	3,504	4,032	4,608	6,043	5,144	27.58%	11.63%
41273 Salaries-SLBB	3,501	4,091	11,380	6,964	5,989	46.38%	-47.37%
Personnel Services Subtotal	681,486	698,729	737,265	743,972	749,285	7.24%	1.63%
42200 Operating Supplies	11,118	11,763	15,546	9,898	15,546	32.16%	0.00%
42220 Clothing Supplies	1,957	2,049	3,600	741	3,600	75.74%	0.00%
42281 Apparatus and Tools	0	0	0	149	0		
42285 Motor Vehicle Fuel	11,412	8,415	8,000	5,199	8,000	-4.93%	0.00%
Supplies Subtotal	24,487	22,226	27,146	15,987	27,146	22.13%	0.00%
44505 Training, travel, dues	3,264	5,427	5,218	3,780	5,218	-3.85%	0.00%
44535 Financial Service Fees	0	11,555	13,000	13,623	14,250	NA	NA
44540 Professional Services	37,196	33,905	32,800	38,821	34,300	1.17%	4.57%
44573 Leases and Rentals	0	0	1,415	0	1,415	NA	0.00%
Services Subtotal	40,460	50,887	52,433	56,224	55,183	8.44%	5.24%
DIVISION TOTAL	746,433	771,842	816,844	816,184	831,614	7.74%	1.81%
Less Salaries, Vehicle Maintenance & Fuel	53,535	64,698	71,579	67,012	74,329	14.89%	3.84%

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 2015 ICC Construction Code Books (including one 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 staff members to take ICC Certification exams.

44540 Professional Services

34,300

Demolition of dangerous buildings and mowing charges (these are ultimately recovered), digital conversion of records. MyGov computer software maintenance fees (FY17 increase of \$1,500). Laserfiche support.

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	283,548	288,419	300,022	299,619	313,290
Supplies	5,105	4,474	16,030	4,637	16,030
Services	2,023	4,800	7,500	6,652	7,500
Total	290,677	297,693	323,552	310,908	336,820

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
- Conduct required tri-annual workshops and additional workshops as needed with the Planning and Zoning Commission to review the Comprehensive Master Plan
- Create and maintain the official Land Use Map (current and future).
- Maintain and update the official Master Plan.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Average staff processing time for initial review of zoning, conditional and special use applications (days)	19	19	19	19	19
Average response from applicant regarding initial review (days)	7	7	7	7	7
Public hearing case preparation time	16	16	16	16	16
Variance application processing time	36	36	36	36	36
Administrative site plan processing	30	30	30	30	30
Number of workshops with the Planning and Zoning Commission	3	3	3	3	3

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	229,026	232,695	239,692	239,137	251,368	8.02%	4.87%
41107 Salaries-Overtime	183	0	2,403	159	2,403	NA	0.00%
41236 TMRS Benefits	44,500	45,718	47,452	47,460	48,398	5.86%	1.99%
41247 Medicare	3,382	3,435	3,610	3,567	3,682	7.20%	1.99%
41271 Salaries-Longevity	2,016	2,160	2,256	3,072	2,556	18.33%	13.30%
41273 Salaries-SLBB	4,338	4,412	4,609	6,224	4,883	10.67%	5.94%
Personnel Services Subtotal	283,548	288,419	300,022	299,619	313,290	8.62%	4.42%
42200 Operating Supplies	5,105	4,474	15,630	4,637	15,630	249.38%	0.00%
42281 Apparatus and Tools	0	0	400	0	400	NA	0.00%
Supplies Subtotal	5,105	4,474	16,030	4,637	16,030	258.32%	0.00%
44505 Training, travel, dues	1,028	4,800	7,500	5,525	7,500	56.24%	0.00%
44540 Professional Services	995	0	0	1,127	0	NA	NA
Services Subtotal	2,023	4,800	7,500	6,652	7,500	56.24%	0.00%
DIVISION TOTAL	290,677	297,693	323,552	310,908	336,820	13.14%	4.10%
Less Salaries, Vehicle Maintenance & Fuel	7,128	9,274	23,530	11,289	23,530	153.73%	0.00%

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 Planning and Zoning Commissioner and one 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 Planning and Zoning Commissioners and three staff members. Quarterly publication of "The Commissioner"

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	16,119,415	16,920,164	17,358,438	17,358,438	14,494,076
OPERATING REVENUE:					
Property Taxes - Current	11,699,335	11,891,483	11,529,929	11,500,000	11,586,719
Property Taxes - Delinquent	75,883	47,450	70,000	43,849	70,000
Interest Income	9,719	30,241	20,000	34,112	20,000
Total Operating Revenue	11,784,937	11,969,175	11,619,929	11,577,961	11,676,719
TRANSFERS IN:					
Transfer from Municipal Ct. Technology Fund	23,607	55,825	0	0	0
Transfer from CVB Fund	2,038,900	1,935,950	1,081,644	1,081,644	1,081,066
Transfer from SDUS Fund	319,436	318,735	0	0	0
Transfer from Lake Parks Fund	323,973	321,014	0	0	0
Transfer from Economic Development Fund	0	1,594,027	1,595,436	1,595,436	1,593,409
Bond Proceeds/Refunding/Premiums	0	13,785,676	0	0	0
Total Transfers In	2,705,916	18,011,227	2,677,080	2,677,080	2,674,475
TOTAL REVENUE AND TRANSFERS	14,490,853	29,980,402	14,297,009	14,255,041	14,351,194
OPERATING EXPENDITURES:					
G.O. Bond Interest Payments	4,043,398	3,680,435	3,363,121	3,363,121	3,224,033
G.O. Bond Principal Payments	6,035,000	7,300,000	5,170,000	5,170,000	4,820,000
C.O. Interest Payments	504,496	1,451,360	3,934,575	3,934,575	3,652,874
C.O. Principal Payments	1,116,736	1,708,386	1,635,095	1,635,095	2,026,864
Tax and Note Interest Payments	164,702	97,315	69,285	69,285	56,756
Tax and Note Principal Payments	1,824,234	1,400,341	571,533	571,533	587,816
Fiscal Agent & Bond Fees	1,538	260,969	7,000	7,000	0
Revenue Bond Principal & Interest Payments	0	0	0	2,368,794	0
Pymt to Refund Bond Escrow Agent	0	13,643,322	0	0	0
Total Operating Expenditures	13,690,104	29,542,128	14,750,609	17,119,403	14,368,343
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	13,690,104	29,542,128	14,750,609	17,119,403	14,368,343
SURPLUS / (GAP)	800,749	438,274	(453,600)	(2,864,362)	(17,149)
ENDING FUND BALANCE:	16,920,164	17,358,438	16,904,838	14,494,076	14,476,927
FUND BALANCE REQUIREMENT:	2,700,514	5,827,488	2,909,709	3,376,978	2,834,303

* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).
The FY 2016-17 projected Ending Fund Balance represents **368** days of operation.

Schedule of Requirements Governmental Activities	2017		
	Principal	Interest	Total
<u>General Obligation Bonds</u>			
2009 GO Refunding	1,000,000	116,425	1,116,425
2010 GO Refunding	675,000	148,975	823,975
2012 GO Refunding	715,000	63,888	778,888
2013 GO	2,430,000	2,537,020	4,967,020
2015 GO Refunding	2,215,000	357,725	2,572,725
Total General Obligation Bonds	7,035,000	3,224,033	10,259,033
<u>Certificates of Obligation</u>			
2005A CO			
2007 CO	105,000	63,109	168,109
2009 CO	430,000	249,985	679,985
2009A CO	75,000	52,819	127,819
2010 CO	51,864	7,208	59,072
2012 CO	80,000	17,400	97,400
2015 CO	170,000	53,569	223,569
Total Certificates of Obligation	911,864	444,091	1,355,955
<u>Tax Notes and Notes Payable</u>			
2013 Tax Note	570,000	45,700	615,700
2015 Public Property Finance Contractual Obligation	435,000	80,375	515,375
Anderson Note Payable	17,816	11,056	28,872
Total Tax and Note Payable	1,022,816	137,131	1,159,947
<u>Economic Development Bonds</u>			
2014 Sales Tax Revenue Bonds	680,000	913,409	1,593,409
Total Economic Development Bonds	680,000	913,409	1,593,409
Total Governmental Debt	9,649,680	4,718,663	14,368,343

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	1,788,262	1,853,281	1,917,885	1,917,885	1,921,689
OPERATING REVENUE:					
Interest Income	854	4,348	3,500	6,881	3,500
Miscellaneous	0	0	0	0	0
Total Operating Revenue	854	4,348	3,500	6,881	3,500
TRANSFERS IN:	2,809,000	3,279,000	3,279,000	3,279,000	3,279,000
TOTAL REVENUE AND TRANSFERS	2,809,854	3,283,348	3,282,500	3,285,881	3,282,500
OPERATING EXPENDITURES:					
Facilities Maintenance	474,206	533,746	500,000	423,514	426,000
Parks Maintenance	391,692	849,696	1,095,000	1,042,187	1,097,000
Street Maintenance and Overlay	1,574,261	1,430,445	1,255,000	1,050,040	1,255,000
Traffic Signal, Striping and Signing Maint.	304,301	404,857	429,000	400,000	501,000
Total Operating Expenditures	2,744,836	3,218,743	3,279,000	2,915,741	3,279,000
TRANSFERS OUT:					
Transfer to Quality of Life CIP Fund	0	0	0	16,336	0
Transfer to General Facilities CIP Fund	0	0	0	350,000	0
Total Transfers Out	0	0	0	366,336	0
TOTAL EXPENDITURES AND TRANSFERS	2,744,836	3,218,743	3,279,000	3,282,077	3,279,000
SURPLUS / (GAP)	65,019	64,604	3,500	3,804	3,500
ENDING FUND BALANCE:	1,853,281	1,917,885	1,921,385	1,921,689	1,925,189

**FY 2016-17 PROPOSED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
FACILITIES MAINTENANCE PROJECTS**

<u>FACILITIES MAINTENANCE PROJECTS:</u>	<u>FY 2016-17 PROPOSED</u>
174-74004-118-001 City Hall	30,000
174-74004-118-002 The Rec	25,000
174-74004-118-003 Public Safety Building	28,000
174-74004-118-004 Municipal Service Center	30,000
174-74004-118-005 Library	25,000
174-74004-118-007 Fire Stations	73,000
174-74004-118-009 Park Facilities	35,000
174-74004-118-012 Roof Program	75,000
174-74004-118-013 Emergency Fund	15,000
174-74004-118-015 Water Tower Records Storage	10,000
174-74004-118-016 Indoor Air Quality Testing	7,000
174-74004-118-020 Electrical Maintenance & Repairs	50,000
174-74004-118-022 Police Community Outreach Center	8,000
174-74004-118-024 Energy Efficiency Upgrades	15,000
TOTAL FACILITIES MAINTENANCE PROJECTS:	\$426,000



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 2017 include replacing the fan powered heat boxes in the HVAC system and restroom floor maintenance.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Replace VAV Boxes	25,000					
Restroom Floor Maint.	5,000					
Energy Mgmt Control Upgrades		10,000	10,000			
Total Cost	\$30,000	\$10,000	\$10,000	\$0	\$0	\$0

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

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$28,125	\$28,125	\$28,125	\$28,125	\$28,125	\$28,125



Permanent Capital / Street Maintenance Program

Project Name:

THE REC

Project Group:

Facilities Maintenance Projects

PROJECT INFORMATION

Project Account Number:

174-74004-118-002

DESCRIPTION / JUSTIFICATION:

The REC is a 114,000 square foot facility. FY 2017 projects include gym floor maintenance, locker room floor maintenance and painting.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Gym floor maint.	5,000		5,000		5,000	
Locker Room floor maint.	10,000		10,000		10,000	
Painting	10,000	10,000	10,000		10,000	
Total Cost	\$25,000	\$10,000	\$25,000	\$0	\$25,000	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	25,000	100.00%
Prior Year Carryover		
Total Project Budget	\$25,000	100.00%

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$85,500	\$85,500	\$85,500	\$85,500	\$85,500	\$85,500



Permanent Capital / Street Maintenance Program

Project Name:
Public Safety

Project Group:
Facilities Maintenance Projects

PROJECT INFORMATION

Project Account Number:
174-74004-118-003

DESCRIPTION / JUSTIFICATION:

The Police/Courts Building is a 27,000 square foot facility. The Public Safety Building is a 105,000 square foot facility. There are no projects programmed for FY 2017.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Door Operators		6,000	6,000			
Property Owners Assoc. Dues	28,000					
Total Cost	\$28,000	\$6,000	\$6,000	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	28,000	100.00%
Prior Year Carryover		
Total Project Budget	\$28,000	100.00%

OPERATING IMPACT

The FY 2016-2017 cost per square foot is \$0.75. The operating costs are for both Police / Courts (27,000 s/f) and Public Safety (105,000 s/f).

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$99,000	\$78,750	\$78,750	\$78,750	\$78,750	\$78,750



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 2017 projects include painting, replacement of casework, flooring, and HVAC replacements.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Painting	5,000					
HVAC	15,000		15,000			
Flooring	10,000					
Total Cost	\$30,000	\$0	\$15,000	\$0	\$0	\$0

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

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$29,346	\$29,346	\$29,346	\$29,346	\$29,346	\$29,346



Permanent Capital / Street Maintenance Program

Project Name:

Library

Project Group:

Facilities Maintenance Projects

PROJECT INFORMATION

Project Account Number:

174-74004-118-005

DESCRIPTION / JUSTIFICATION:

The Library is a 54,572 sq. ft. facility. FY 2017 projects include painting, and lighting upgrades.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Lighting upgrades	20,000	20,000				
Painting	5,000	5,000				
Total Cost	\$25,000	\$25,000	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	25,000	100.00%
Prior Year Carryover		
Total Project Budget	\$25,000	100.00%

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$40,929	\$40,929	\$40,929	\$40,929	\$40,929	\$40,929



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 2017 projects include repair or replacement of overhead doors and appliances in all stations, flooring/painting, and HVAC controls.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Overhead Doors	10,000	10,000	10,000	7,000	7,000	7,000
Appliances	8,000					
Flooring / Painting	15,000					
HVAC / Controls	15,000					
Bay floor	15,000					
Casework	10,000					
Total Cost	\$73,000	\$10,000	\$10,000	\$7,000	\$7,000	\$7,000

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	73,000	100.00%
Prior Year Carryover		
Total Project Budget	\$73,000	100.00%

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$23,756	\$23,756	\$23,756	\$23,756	\$23,756	\$23,756



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 38,281 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 2017 project is painting.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Painting	20,000					
Unforeseen repairs	15,000	10,000	10,000	10,000		
Total Cost	\$35,000	\$10,000	\$10,000	\$10,000	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	35,000	100.00%
Prior Year Carryover		
Total Project Budget	\$35,000	100.00%

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$28,710	\$28,710	\$28,710	\$28,710	\$28,710	\$28,710



Permanent Capital / Street Maintenance Program

Project Name:
Roof Program

Project Group:
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 square feet 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	2017	Planned				
	Proposed	2018	2019	2020	2021	2022
Annual Maintenance/ Inspection	30,000	30,000	30,000	30,000	30,000	30,000
Roof Repairs	10,000	10,000	10,000	10,000	10,000	10,000
Fire Station 5	35,000					
Fire Station 4		35,000				
Total Cost	\$75,000	\$75,000	\$40,000	\$40,000	\$40,000	\$40,000

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	75,000	100.00%
Prior Year Carryover		
Total Project Budget	\$75,000	100.00%

OPERATING IMPACT

There is no impact to the General Fund operating budget.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



Permanent Capital / Street Maintenance Program

Project Name:
Emergency Fund

Project Group:
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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Emergency Fund	15,000	15,000	15,000	15,000	15,000	15,000
Total Cost	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

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

OPERATING IMPACT

There is no impact to the General Fund operating budget.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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 2017 projects include HVAC replacement.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
HVAC Replacement	10,000					
Total Cost	\$10,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$4,950	\$4,950	\$4,950	\$4,950	\$4,950	\$4,950



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 all City facilities, through a comprehensive sampling/testing/evaluation program.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
IAQ Building Test	7,000	7,000	7,000	7,000	7,000	7,000
Total Cost	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000

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

OPERATING IMPACT

There is no impact to the General Fund operating budget.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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, repair and ARC flash study on main distribution panels to infrared panels to find problems before major shut down and down time occurs. This includes Police, Fire, I.T., Library, REC, City Hall, Dove Waterpark and Service Center.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Infrared Testing and Repair	10,000	10,000	10,000	10,000	10,000	10,000
ARC Flash Study	40,000	40,000				
Total Cost	\$50,000	\$50,000	\$10,000	\$10,000	\$10,000	\$10,000

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

OPERATING IMPACT

There is no impact to the General Fund operating budget.

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



Permanent Capital / Street Maintenance Program

Project Name:

Police Community Outreach Center

Project Group:

Facilities Maintenance Projects

PROJECT INFORMATION

Project Account Number:

174-74004-118-022

DESCRIPTION / JUSTIFICATION:

The Community Outreach Center is a 2,880 square foot facility. The FY 2017 program includes leveling of the buildings.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Leveling	8,000					
Total Cost	\$8,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	8,000	100.00%
Prior Year Carryover		
Total Project Budget	\$8,000	100.00%

OPERATING IMPACT

The FY 2016-2017 maintenance cost per square foot is \$0.75.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$2,160	\$2,160	\$2,160	\$2,160	\$2,160	\$2,160



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:

This program helps to reduce utility cost through the city with lighting upgrades, energy management controls and other efficiency upgrades.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Energy Efficiency Upgrades	15,000	10,000	10,000	10,000	10,000	10,000
Total Cost	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

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

OPERATING IMPACT

There is no impact to the General Fund operating budget.

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0

**FY 2016-17 PROPOSED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
PARKS MAINTENANCE PROJECTS**

<u>PARKS MAINTENANCE PROJECTS:</u>		<u>FY 2016-17 PROPOSED</u>
174-74015-312-051	Irrigation Systems	150,000
174-74015-312-052	Landscaping	250,000
174-74015-312-053	Electrical Replacement/Repair	10,000
174-74015-312-055	Athletic Field Maintenance	20,000
174-74015-312-056	Trail Maintenance	20,000
174-74015-312-057	Fence Replacement	60,000
174-74015-312-059	Water Drinking Fountains	10,000
174-74015-312-060	Park Signage Replacement	80,000
174-74015-312-061	Trash Receptacle Replacement	10,000
174-74015-312-063	Park Maintenance Projects	20,000
174-74015-312-065	Playground Surfacing Replacement	15,000
174-74015-312-066	Small Park Amenities Replacement	20,000
174-74015-312-067	Playground Accessibility Improvements	150,000
174-74015-312-068	Special Event Equipment Replacement	10,000
174-74015-312-069	The REC Equipment Repair/Replacement	65,000
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	40,000
174-74015-312-079	Oak Grove Ballfield Complex	42,000
174-74015-312-082	Botanical Gardens	20,000
TOTAL PARKS MAINTENANCE PROJECTS:		\$1,097,000



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. Irrigation expenses for the Public Safety building.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	150,000					
Total Cost	\$150,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	150,000	100.00%
Prior Year Carryover		
Total Project Budget	\$150,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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. Landscaping expenses related to the Public Safety building.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	250,000					
Total Cost	\$250,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	250,000	100.00%
Prior Year Carryover		
Total Project Budget	\$250,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	10,000					
Total Cost	\$10,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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 infield mix as needed and replace/repair turfgrass as needed.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	20,000					
Total Cost	\$20,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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 landscaping / irrigation on trails.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	20,000					
Total Cost	\$20,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	60,000					
Total Cost	\$60,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	60,000	100.00%
Prior Year Carryover		
Total Project Budget	\$60,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	10,000					
Total Cost	\$10,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	80,000					
Total Cost	\$80,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	10,000					
Total Cost	\$10,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	20,000					
Total Cost	\$20,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	15,000					
Total Cost	\$15,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	20,000					
Total Cost	\$20,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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. Pecan Park and Yorkshire Park are planned this year.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	150,000					
Total Cost	\$150,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	150,000	100.00%
Prior Year Carryover		
Total Project Budget	\$150,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	10,000					
Total Cost	\$10,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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, as well as furniture in The REC.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	65,000					
Total Cost	\$65,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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. Resurfacing of Dove Waterpark, Pleasant Glade and Parr Sprayground.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	85,000					
Total Cost	\$85,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	20,000					
Total Cost	\$20,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	40,000					
Total Cost	\$40,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	40,000	100.00%
Prior Year Carryover		
Total Project Budget	\$40,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	42,000					
Total Cost	\$42,000	\$0	\$0	\$0	\$0	\$0

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	42,000	100.00%
Prior Year Carryover		
Total Project Budget	\$42,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



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 Gardens.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
	20,000					
Total Cost	\$20,000	\$0	\$0	\$0	\$0	\$0

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0

**FY 2016-17 PROPOSED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
STREET AND SIGNAL MAINTENANCE PROJECTS**

		FY 2016-17
<u>STREET & SIGNAL MAINTENANCE PROJECTS:</u>		<u>PROPOSED</u>
174-43301-415-090	Annual Street Maintenance & Overlay Program	1,255,000
174-43301-415-093	Traffic Signal, Signing & Striping Maintenance	501,000
TOTAL STREET & SIGNAL MAINTENANCE PROJECTS:		\$1,756,000



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 lane miles) Wedge Mill (3.6 lane miles) Full Depth Mill (2.08 lane miles) and rehab damaged concrete failures where required. Cut out and repair road damage prior to overlay, daily maintenance, pothole repair and crack sealing. Daily maintenance to be performed as needed on all city streets including: Sanding Roads and Bridges, Responding to Road Emergencies to assist Public Safety. Repair and maintain all City Building driveways, parking lots, sidewalks, decks/patios, curb and gutter. Daily maintenance to be performed as needed on all Lake Park Roads, Boat Ramps and Parking Lots.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Overlay	480,000	480,000	480,000	490,000	490,000	490,000
Milling	100,000	100,000	100,000	100,000	100,000	110,000
Concrete Rehab	300,000	300,000	300,000	310,000	320,000	320,000
Patching / Sealing	220,000	220,000	220,000	225,000	225,000	225,000
Reconstruction	100,000	100,000	100,000	100,000	100,000	100,000
Public Facilities Paving/Walks	55,000	55,000	55,000	55,000	55,000	55,000
Total Cost	\$1,255,000	\$1,255,000	\$1,255,000	\$1,280,000	\$1,290,000	\$1,300,000

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

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0



Permanent Capital / Street Maintenance Program

Project Name:

Annual Traffic Signal, Striping and Signing Maintenance

Project Group:

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 FY17 include \$29,000 for signal rehab increased scope.

FINANCIAL INFORMATION

Project Expenses	2017 Proposed	Planned				
		2018	2019	2020	2021	2022
Signs	85,000	85,000	85,000	85,000	85,000	85,000
Striping & markings	115,000	115,000	115,000	115,000	115,000	115,000
Traffic Signals	242,000	271,000	300,000	300,000	300,000	300,000
TxDOT Freeway Signal Maint	59,000	59,000	59,000	59,000	59,000	59,000
Total Cost	\$501,000	\$530,000	\$559,000	\$559,000	\$559,000	\$559,000

Funding Sources	Funding Amount	Percentage
Transfer from General Fund	501,000	100.00%
Prior Year Carryover	0	0.00%
Total Project Budget	\$501,000	100.00%

OPERATING IMPACT

Annual Operating Costs	2017	2018	2019	2020	2021	2022
Additional Personnel (FTEs)						
Personal Services Costs						
Other Operating Costs						
Total Operating Costs	\$0	\$0	\$0	\$0	\$0	\$0

FY 2016-17 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION AND VISITORS BUREAU FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	4,706,140	5,354,981	8,912,175	8,912,175	10,843,192
OPERATING REVENUE:					
Occupancy Taxes	12,548,350	13,504,011	12,242,880	11,991,326	12,651,734
Facility Rental Income	677,073	751,417	884,000	750,295	926,000
Interest Income	265	457	10,000	664	1,000
Sales & Merchandise	311,805	410,126	415,026	361,470	402,000
Train Operations	1,661,229	2,040,524	1,691,750	1,610,000	1,900,000
Festivals & New Vintage	3,466,443	3,642,044	3,372,000	3,343,758	3,474,000
Visitor Shuttle System	145,906	148,757	148,000	114,100	152,000
Miscellaneous Income	272,038	303,817	354,892	313,812	375,292
Total Operating Revenue	19,083,108	20,801,152	19,118,548	18,485,424	19,882,026
TRANSFERS IN:					
Transfer from 4B Economic Devl. Fund	365,179	350,590	372,500	226,856	371,103
Transfer from General Fund	28,014	33,463	0	0	0
Total Transfers In	393,193	384,053	372,500	226,856	371,103
TOTAL REVENUE & TRANSFERS	19,476,301	21,185,205	19,491,048	18,712,281	20,253,129
OPERATING EXPENDITURES:					
Personnel	5,224,021	5,249,802	5,884,517	5,439,709	6,147,521
Supplies	2,588,044	803,470	1,013,674	683,351	849,111
Maintenance	251,258	218,520	403,600	244,537	266,100
Services	2,532,499	4,188,619	4,878,658	4,119,923	5,537,112
Festival & Train Operations	3,978,254	3,841,317	4,475,100	4,314,934	4,796,800
Capital Outlay	37,400	18,935	104,000	63,897	58,000
Total Operating Expenditures	14,611,476	14,320,663	16,759,549	14,866,351	17,654,644
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,147,952	1,346,398	963,012	833,268	1,038,520
Transfer to GTRP Fund	30,000	25,000	25,000	0	25,000
Trans. to Debt Service Fund	2,038,900	1,935,950	1,081,644	1,081,644	1,081,066
Transfer to Capital Projects Fund	999,132	0	400,000	0	0
Transfer to Capital Equip Acquisition Fund	0	0	11,963	0	450,000
Total Transfers Out	4,215,984	3,307,348	2,481,619	1,914,912	2,594,586
TOTAL EXPENDITURES & TRANSFERS	18,827,460	17,628,011	19,241,168	16,781,263	20,249,230
SURPLUS / (GAP)	648,841	3,557,194	249,880	1,931,017	3,899
ENDING FUND BALANCE:	5,354,981	8,912,175	9,162,055	10,843,192	10,847,091
FUND BALANCE REQUIREMENT:	2,401,886	2,354,082	2,754,994	2,443,784	2,902,133

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2016-17 projected Ending Fund Balance represents **224** days of operation.

**FY 2016-17 PROPOSED OPERATING BUDGET
REVENUE DETAIL
CONVENTION & VISITORS BUREAU FUND**

<u>Line Item Description</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Occupancy Taxes - P & I	1,220	6,459	0	13	0	-100.00%	0.00%
Occupancy Taxes	9,593,593	10,079,379	8,976,960	8,766,912	9,255,181	-8.18%	3.10%
Occupancy Taxes - Gaylord	2,953,538	3,418,173	3,265,920	3,224,401	3,396,553	-0.63%	4.00%
Convention Center Rental	350,238	411,358	499,400	355,954	500,000	21.55%	0.12%
Concourse Food & Beverage	45,146	52,298	49,245	48,221	44,000	-15.87%	-10.65%
Concourse Rental	59,103	58,227	70,900	60,303	75,000	28.81%	5.78%
Convention Ctr Food & Beverage	143,705	210,671	212,055	200,000	200,000	-5.07%	-5.68%
Catering % of Sales	39,619	45,025	43,000	41,329	50,000	11.05%	16.28%
Interest Income	294	461	10,000	835	1,000	117.13%	-90.00%
Resale of Labor/Material/Service	62,764	85,873	75,000	68,188	73,000	-14.99%	-2.67%
Miscellaneous Income	57,824	76,173	50,000	98,997	70,000	-8.10%	40.00%
Misc. Income - Shuttle	2,717	0	5,000	0	5,000	NA	0.00%
Operating Transfers In	28,014	33,463	0	0	0	-100.00%	0.00%
Train Revenues	1,661,229	2,040,524	1,691,750	1,610,000	1,900,000	-6.89%	12.31%
Sister City Revenue	29,990	15,425	25,000	5,905	25,000	62.08%	0.00%
Consignment Ticket Revenues	7,359	3,404	5,000	0	0	-100.00%	-100.00%
Wine Pouring Society Revenue	7,780	8,212	20,000	5,370	20,000	143.55%	0.00%
Festivals Income	3,413,204	3,577,614	3,300,000	3,275,000	3,366,000	-5.91%	2.00%
Sub Lease Rental Income	110,243	118,613	179,892	134,545	182,292	53.69%	1.33%
Palace Rental	230,319	222,143	258,700	230,388	268,000	20.64%	3.59%
Palace Food & Beverage Sales	75,976	98,727	105,726	71,920	108,000	9.39%	2.15%
Palace - Concert/Ticket Sales	37,414	59,689	55,000	103,650	83,000	39.05%	50.91%
CCOT	53,239	64,430	72,000	68,758	108,000	67.62%	50.00%
Shuttle Fare Revenue	145,906	148,757	148,000	114,100	152,000	2.18%	2.70%
Operating Trfr In from 4B Fund	365,179	350,590	372,500	226,856	371,103	5.85%	-0.38%
Total Revenue	19,476,301	21,185,705	19,491,048	18,712,281	20,253,129	-4.40%	3.91%

FY 2016-17 PROPOSED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Administration	11,518,776	10,656,834	10,943,128	9,290,293	11,632,189
Heritage Programs & Preservation	261,437	0	0	0	0
Facilities	1,248,582	1,380,073	1,602,937	1,423,776	1,678,309
Grapevine Vintage Railroad	1,623,380	0	1,946,633	1,834,395	2,143,564
Festivals & New Vintage	3,561,041	3,420,469	3,743,095	3,592,277	4,024,562
Tourism Incentives	839,542	0	0	0	0
Sister Cities	12,461	13,765	22,300	5,355	22,300
Wine Pouring Society	2,159	1,310	5,600	2,541	6,100
Visitor Shuttle System	563,551	542,169	769,475	632,629	742,206
Total	19,630,929	16,014,620	19,033,168	16,781,265	20,249,230

CONVENTION & VISITORS BUREAU-ADMIN	2014	2015	2016	2016	2017
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	1	1	1	1	1
Director of Marketing	1	1	1	1	1
Digital Marketing Manager	1	0	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	4	2	2	2
Sales Manager I	3	3	3	3	3
Online Ticket Manager	1	0	1	1	1
Director of Tourism Sales	1	1	1	1	1
International Sales Manager	1	0	1	1	1
Tourism Coordinator	0	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	1	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	1	1	1	1
Adm. Secretary	0	0	1	1	1
Secretary	2	2	2	2	2
Web Master	0	1	0	0	0
Facility Worker	0	1	0	0	0
Sponsorship Sales Manager	1	0	1	1	1
Nash Farm Manager	0	1	1	1	1
Historic Preservation Manager	0	1	1	1	1
TOTAL FULL-TIME POSITIONS	31.00	33.00	33.00	33.00	33.00

FY 2016-17 PROPOSED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PART-TIME POSITIONS</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Budget & Membership Assistant	0.47	0.47	0.47	0.47	0.47
Registration Assistant/Project Assistant	3.73	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	0.51	0.51	0.51	0.51
Volunteer Program Administrator	0.25	0.25	0.25	0.25	0.25
TOTAL PART-TIME POSITIONS	7.10	7.61	7.61	7.61	7.61

DIVISION TOTAL POSITIONS	38.10	40.61	40.61	40.61	40.61
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HERITAGE PROGRAMS & PRESERVATION

Nash Farm Manager	1	0	0	0	0
Historic Preservation Manager	1	0	0	0	0
DIVISION TOTAL POSITIONS	2.00	0.00	0.00	0.00	0.00

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
TOTAL FULL TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

PART-TIME POSITIONS

Accounting Assistant	0.24	0.24	0.24	0.24	0.24
TOTAL PART TIME POSITIONS	0.24	0.24	0.24	0.24	0.24

DIVISION TOTAL POSITIONS	5.24	5.24	5.24	5.24	5.24
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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
TOTAL FULL-TIME POSITIONS	13.00	13.00	13.00	13.00	13.00

PART-TIME POSITIONS

Event Assistant	1.081	1.081	1.081	1.081	1.081
TOTAL PART-TIME POSITIONS	1.08	1.08	1.08	1.08	1.08

DIVISION TOTAL POSITIONS	14.08	14.08	14.08	14.08	14.08
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FY 2016-17 PROPOSED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>GRAPEVINE VINTAGE RAILROAD</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	1	1	1	1
TOTAL FULL-TIME POSITIONS	6.00	7.00	7.00	7.00	7.00
<u>PART-TIME POSITIONS</u>					
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
TOTAL PART-TIME POSITIONS	6.99	6.99	6.99	6.99	6.99
DIVISION TOTAL POSITIONS	12.99	13.99	13.99	13.99	13.99
<u>VISITOR SHUTTLE SYSTEM</u>					
Lead Shuttle Driver	1	1	1	1	1
Shuttle Drivers	5	5	5	5	5
TOTAL FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	6.00
<u>PART-TIME POSITIONS</u>					
Shuttle Drivers	1.95	1.95	1.95	1.95	1.95
TOTAL PART-TIME POSITIONS	1.95	1.95	1.95	1.95	1.95
DIVISION TOTAL POSITIONS	7.95	7.95	7.95	7.95	7.95
TOTAL CONVENTION & VISITORS FUND	80.36	81.87	81.87	81.87	81.87

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	2,825,162	3,028,666	3,472,537	3,251,624	3,562,432
Supplies	2,303,697	527,921	637,514	465,000	508,011
Maintenance	124,413	123,082	113,200	158,545	132,900
Services	2,049,520	3,663,221	4,238,258	3,500,210	4,834,260
Capital Outlay	0	6,595	0	0	0
Transfers	4,215,984	3,307,348	2,481,619	1,914,912	2,594,586
Total	11,518,776	10,656,834	10,943,128	9,290,293	11,632,189

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Potential economic impact of sales leads generated	\$317 M	\$418	\$294 M	\$294 M	\$350 M
Potential economic impact of booked leads	\$86 M	\$ 107 M	\$84 M	\$84 M	\$103 M
Number of convention & tourism site visits	136	167	160	160	150
Number of travel writers hosted per year	22	41	38	38	40
Media releases distributed per week	5	6	3	3	4
Value of publicity generated	\$11.13 M	\$10 M	\$11 M	\$11 M	\$11 M
Web site traffic (sessions)	1,699,304	1,944,152	1,950,000	1,950,000	1,975,000
Number of brochures distributed	80,762	1,065,110	1,200,000	1,200,000	1,210,000
Number of groups serviced	191	228	175	175	170
Certificate of Appropriateness (CA) applications	83	90	85	85	105
Number of properties researched & added to the Cultural Resource Survey	27	40	35	35	40
Number of grants awarded	8	6	5	5	6
Assisted historic housing projects	49	60	50	50	60
Main Street merchants assisted	31	35	40	40	35
Heritage Experience school tours	5	20	25	25	20
Nash Farm Interpretive Tours	45	20	25	25	30
Nash Farm Heritage Workshops / Special Events	34	35	35	35	35
Nash Farm Rentals	7	7	7	7	15
Nash Farm Attendance	18,170	10,000	10,000	10,000	15,000
HPC - Number of Landmark Cases	7	9	6	6	9

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	1,990,970	2,105,245	2,541,131	2,216,327	2,573,434	22.24%	1.27%
41107 Salaries-Overtime	1,012	616	1,500	888	1,500	143.70%	NA
41180 P/T and Hourly	323,685	339,588	228,657	390,708	242,131	-28.70%	5.89%
41190 Wages - Contract Labor	31,364	78,102	113,000	113,347	133,000	70.29%	17.70%
41108 Salaries-Interdepartmental	4,992	1,990	0	845	0	NA	NA
41223 ICMA-RC	5,019	5,017	5,000	4,927	5,000	-0.33%	0.00%
41224 PARS Benefits	3,746	3,967	2,648	4,460	3,148	-20.65%	18.88%
41236 TMRS Benefits	394,638	416,748	491,914	440,075	493,364	18.38%	0.29%
41247 Medicare	34,153	35,845	40,448	38,270	41,041	14.49%	1.47%
41260 Unemployment Comp. Ins.	825	3,114	10,000	0	10,000	221.14%	0.00%
41271 Salaries-Longevity	9,300	10,956	9,456	11,824	10,036	-8.40%	6.13%
41273 Salaries-SLBB	25,459	27,479	28,783	29,953	49,778	81.15%	72.94%
Personnel Services Subtotal	2,825,162	3,028,666	3,472,537	3,251,624	3,562,432	17.62%	2.59%
42200 Operating Supplies	2,174,287	390,459	489,550	346,333	371,950	-4.74%	-24.02%
42205 Grounds Maintenance	0	0	7,000	0	7,000	NA	NA
42210 Computer Equip & Supplic	0	12,418	7,000	9,902	7,000	NA	0.00%
42220 Clothing Supplies	2,700	2,070	4,500	3,168	5,500	165.66%	22.22%
42261 Postage Charges	89,860	90,933	77,000	82,661	89,661	-1.40%	16.44%
42281 Apparatus and Tools	21,066	23,397	40,464	17,516	14,900	-36.32%	-63.18%
42285 Motor Vehicle Fuel	15,784	8,644	12,000	5,419	12,000	38.82%	0.00%
Supplies Subtotal	2,303,697	527,921	637,514	465,000	508,011	-3.77%	-20.31%
43350 Buildings	123,374	119,882	106,700	156,785	123,300	2.85%	15.56%
43430 Motor Vehicle Maint.	1,039	572	2,000	81	2,000	249.68%	NA
43465 Misc. Equip. Maint.	0	2,629	4,500	1,679	7,600	189.09%	NA
Maintenance Subtotal	124,413	123,082	113,200	158,545	132,900	7.98%	17.40%
44500 IT Software License & Ma	0	129,432	273,050	217,042	218,800	NA	-19.87%
44505 Training, travel, dues	212,620	75,241	103,830	78,305	109,330	45.31%	5.30%
44525 Utilities	182,100	207,341	267,444	170,461	205,000	-1.13%	-23.35%
44535 Financial Service Fees	0	18,577	13,921	14,272	12,818	NA	-7.92%
44540 Professional Services	439,343	254,093	403,240	216,840	386,440	52.09%	-4.17%
44560 Marketing & Promotion	1,869	705,747	763,300	587,788	855,950	21.28%	12.14%
44565 Advert, Publications, Subs	0	1,481,408	1,551,740	1,154,444	2,134,416	NA	37.55%
44573 Leases and Rentals	12,106	10,586	25,150	8,313	22,650	113.95%	-9.94%
44627 Ins., Fleet & IT	679,634	703,190	756,583	1,008,777	788,856	12.18%	4.27%
44686 Community Distrib.	521,848	77,605	80,000	43,967	100,000	28.86%	25.00%
Services Subtotal	2,049,520	3,663,221	4,238,258	3,500,210	4,834,260	31.97%	14.06%
48860 Machinery & Equip.	0	6,595	0	0	0	NA	NA
Capital Outlay Subtotal	0	6,595	0	0	0	NA	NA
54100 Admin. Fee-7.5%	1,147,952	1,346,398	963,012	833,268	1,038,520	-22.87%	7.84%
54112 Tsfer To GTRP	30,000	25,000	25,000	0	25,000	0.00%	NA
54130 Tsfer to Debt Svc	2,038,900	1,935,950	1,081,644	1,081,644	1,081,066	-44.16%	-0.05%
54170 Tsfer to CIP Fund	999,132	0	400,000	0	0	NA	NA
54325 Tsfer To Cap Equip Fund	0	0	11,963	0	450,000	NA	NA
54816 Tsfer To Hist Presv.						NA	NA
Transfers Subtotal	4,215,984	3,307,348	2,481,619	1,914,912	2,594,586	-21.55%	4.55%
DIVISION TOTAL	11,518,776	10,656,834	10,943,128	9,290,293	11,632,189	9.15%	6.30%
Less Salaries, Fuel, Ins. & Admin. Fee	6,850,244	5,569,936	5,738,996	4,191,203	6,230,381	11.86%	8.56%

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

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	371,950
Includes all supplies (office, janitorial, kitchen, staff, etc.), Butterfly Flutterby expenses, volunteer supplies, etc.	
<u>42220</u> <u>Clothing Supplies</u>	5,500
Uniforms and staff shirts	
<u>42261</u> <u>Postage Charges</u>	89,661
Postage and shipping charges for general mailing and literature distribution.	
<u>42281</u> <u>Apparatus and Tools</u>	14,900
Includes phones, photo storage, display racks, gallery and exhibit display equipment and miscellaneous apparatus	
<u>43350</u> <u>Building Maintenance</u>	123,300
Includes building maintenance for Wallis, Ice House, Heritage Center, 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 HDQT	
<u>43430</u> <u>Motor Vehicle Maintenance</u>	2,000
Includes car washings, vehicle tags and misc maintenance	
<u>43465</u> <u>Misc. Equipment Maint.</u>	7,600
Includes copier maintenance agreements and miscellaneous repairs to equipment such as postage machines, fax machine, etc...	
<u>44500</u> <u>IT Software License & Maint Fees</u>	218,800
Website, software licensing, annual maintenance contracts, technical services, etc...	
<u>44505</u> <u>Training, travel, dues</u>	109,330
Includes memberships, staff training and misc. staff travel	

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

<u>44525</u> <u>Utilities</u>	205,000
Includes electric, gas, water and phone charges.	
<u>44535</u> <u>Financial Service Fees</u>	12,818
Audit fee	
<u>44540</u> <u>Professional Services</u>	386,440
Includes all licensing, trademark fees, research services, brochure distribution services, photography services, security service, cleaning service, grounds maintenance, public relations contract work, entertainment for CCOT and other miscellaneous services.	
<u>44560</u> <u>Marketing & Promotion</u>	855,950
Marketing, brochures, sales missions, FAMs, Site visits, Trade shows, Consumer shows, Industry conferences, etc.	
<u>44565</u> <u>Advert, Publications, Subscript</u>	2,134,416
Advertising (television and print) and subscriptions	
<u>44573</u> <u>Leases and Rentals</u>	22,650
Includes storage of brochures, rentals needed for Butterfly Flutterby and Christmas Capital of Texas, postage machine rental, misc rentals.	
<u>44627</u> <u>Ins., Fleet & IT Chgs</u>	788,856
Insurance \$694,947; Fleet \$16,821; IT \$77,088	
<u>44686</u> <u>Community Distributions</u>	100,000
July 4th Fireworks, various parades and grants	
<u>54325</u> <u>Tsfer To Cap Equip Func</u>	450,000

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	786,415	821,747	900,282	824,511	917,309
Supplies	164,767	198,886	201,800	165,789	192,800
Maintenance	89,858	68,655	103,900	85,992	129,200
Services	207,541	278,445	361,955	334,476	419,000
Capital Outlay	0	12,340	35,000	13,008	20,000
Total	1,248,582	1,380,073	1,602,937	1,423,776	1,678,309

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Convention Center events held	388	380	359	359	364
Convention Center building usage (days)	286	300	287	287	296
Palace Arts Center number of events held.	358	375	356	356	328
Palace Arts Center building usage (days)	246	260	245	245	260
Concourse number of events held	134	135	120	120	125
Concourse building usage (days)	129	135	127	127	131
All facilities number of repeat bookings	269	375	299	299	248
All facilities number of new client bookings	191	180	202	202	242
Number of leads referred to other facilities	105	200	190	190	252
All facilities economic impact	\$7,043,688	\$6,100,000	\$6,400,000	\$6,400,000	\$6,720,000
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	139	120	128	128	118
Maintenance repairs & service calls	1,037	1,000	1,003	1,003	1,080

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

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	568,786	586,554	668,047	598,278	688,223	17.33%	3.02%
41107 Salaries-Overtime	26,814	31,735	9,657	26,103	9,657	-69.57%	0.00%
41180 Salaries-Pt. and Hourly	42,868	34,053	32,134	36,216	32,775	-3.75%	1.99%
41190 Wages - Contract Labor	7,894	22,398	28,000	8,408	22,000	-1.78%	-21.43%
41224 PARS Benefits	557	521	418	488	426	-18.24%	1.91%
41236 TMRS Benefits	115,452	120,366	132,739	123,190	132,634	10.19%	-0.08%
41247 Medicare	9,267	9,474	10,564	9,647	10,565	11.52%	0.01%
41271 Salaries-Longevity	5,328	6,192	6,720	8,896	7,648	23.51%	13.81%
41273 Salaries-SLBB	9,450	10,454	12,003	13,285	13,381	28.00%	11.48%
Personnel Services Subtotal	786,415	821,747	900,282	824,511	917,309	11.63%	1.89%
42200 Operating Supplies	144,871	155,162	148,800	153,665	161,800	4.28%	8.74%
42205 Grounds Maintenance	3,804	91	0	0	0		
42220 Clothing Supplies	1,816	973	2,000	1,816	2,000	105.52%	0.00%
42281 Apparatus and Tools	14,276	42,635	51,000	10,308	29,000	-31.98%	-43.14%
Supplies Subtotal	164,767	198,886	201,800	165,789	192,800	-3.06%	-4.46%
43350 Buildings	84,266	66,012	91,500	84,080	116,800	76.94%	27.65%
43430 Motor Vehicle Maint.	0	0	3,600	0	3,600	NA	0.00%
43465 Misc. Equipment Maint.	5,593	2,643	8,800	1,912	8,800	232.91%	0.00%
Maintenance Subtotal	89,858	68,655	103,900	85,992	129,200	88.19%	24.35%
44500 IT Software License & M	0	5,500	4,900	4,548	5,500	NA	12.24%
44505 Training, travel, dues	2,819	4,259	8,800	1,244	8,800	106.63%	0.00%
44525 Utilities	100,215	109,661	101,255	86,971	102,900	-6.17%	1.62%
44535 Financial Service Fees	0	14,169	12,000	17,302	12,000	NA	0.00%
44540 Professional Services	82,728	114,445	170,700	190,200	212,100	85.33%	24.25%
44560 Marketing & Promotion	0	0	1,000	0	1,000	NA	NA
44565 Advert, Publications, Subs	0	8,624	37,100	10,147	37,100	NA	0.00%
44573 Leases and Rentals	21,779	21,787	26,200	24,064	39,600	81.76%	51.15%
Services Subtotal	207,541	278,445	361,955	334,476	419,000	50.48%	15.76%
48850 Improv. other than Bldgs.	0	12,340	0	0	0	NA	NA
48860 Machinery & Equipment	0	0	35,000	13,008	20,000	NA	-42.86%
Capital Outlay Subtotal	0	12,340	35,000	13,008	20,000	NA	-42.86%
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	1,248,582	1,380,073	1,602,937	1,423,776	1,678,309	21.61%	4.70%
Less Salaries & Fuel	462,166	558,326	702,655	599,264	761,000	36.30%	8.30%

Convention & Visitors - Facilities

115-350-3

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	161,800
Convention Center, Palace and Concourse - printing supplies, office supplies, janitorial supplies, food for catering and resale, ticket stock, volunteer supplies and Palace programming	
<u>42220</u> <u>Clothing Supplies</u>	2,000
Staff uniforms	
<u>42281</u> <u>Apparatus and Tools</u>	29,000
Convention Center, Palace and Concourse AV equipment, hand tools, tables, freezer	
<u>43350</u> <u>Building Maintenance</u>	116,800
Building repairs, carpet and hard floor maintenance, elevator maintenance, sign maintenance, window cleaning, pest control, A/C maintenance, moveable wall maintenance.	
<u>43430</u> <u>Motor Vehicle Maint.</u>	3,600
Inspection, car tags, car washings	
<u>43465</u> <u>Misc. Equipment Maint.</u>	8,800
Maintenance agreement for copier and miscellaneous equipment repair such as vending machine, ice machine, popcorn machine and A/V	
<u>44500</u> <u>IT Software License & Maint Fees</u>	5,500
Caterease licensing and maintenance	
<u>44505</u> <u>Training, travel, dues</u>	8,800
Memberships, staff training, health certification, industry conferences and staff mileage reimbursement	
<u>44525</u> <u>Utilities</u>	102,900
Electric, gas, water and phone for Convention Center, Palace Arts Center and Concourse	
<u>44535</u> <u>Financial Service Fees</u>	12,000
credit card administration fees	
<u>44540</u> <u>Professional Services</u>	212,100
Performer fees, event security, fire security monitoring, grounds maintenance, fire extinguisher maintenance, light and sound technicians for programs, etc.	
<u>44565</u> <u>Advert, Publications, Subscript</u>	37,100
Advertising	
<u>44573</u> <u>Leases and Rentals</u>	39,600
A/V, linen and other rentals for resale at the Convention Center, Palace Arts Center and Concourse. Storage pod rental, ice machine rental at Concourse	
<u>48860</u> <u>Machinery & Equipment</u>	20,000
Scissor lift at the Convention Center	

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

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	629,673	640,446	595,945	560,874	628,612
Supplies	3,541	-400	0	4,461	0
Maintenance	63	0	0	0	0
Services	2,927,763	2,780,423	3,147,150	3,026,942	3,395,950
Total	3,561,041	3,420,469	3,743,095	3,592,277	4,024,562

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Attendance at New Vintage tastings	981	1,000	1,000	1,000	800
New Vintage Wine Train attendance	750	750	750	750	750
Attendance at New Vintage Blessing	350	600	400	400	400
Main Street Days attendance	148,260	150,000	152,000	152,000	200,000
GrapeFest attendance	266,170	230,000	235,000	235,000	245,000
GrapeFest People's Choice attendance	7,052	6,000	6,500	6,500	7,200
Number of Events and Activities supported	184	170	175	175	175
Wine Pouring Society Activities supported	56	50	55	55	55
Number of Street Banner Applications	32	20	20	20	20
Number of Gazebo rental applications Approved	5	10	10	10	10
Number of Dirty Dozen activities	13	15	15	15	15
Number of service groups worked with	100	60	65	65	70

**Convention & Visitors - Festivals & New Vintage
115-350-5**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	322,573	347,656	339,560	326,669	350,494	0.82%	3.22%
41107 Salaries-Overtime	2,318	2,293	0	2,651	0	NA	NA
41180 Salaries-Pt. and Hourly	27,476	8,513	8,833	16,018	12,220	43.55%	38.34%
41190 Wages - Contract Labor	0	0	0	674	0	NA	
41108 Salaries-Interdepartmental	170,206	168,798	171,000	114,518	185,000	9.60%	NA
41224 PARS Benefits	193	111	115	208	159	43.67%	38.26%
41236 TMRS Benefits	94,323	100,188	65,774	86,099	67,106	-33.02%	2.03%
41247 Medicare	7,285	7,613	5,132	6,710	5,283	-30.60%	2.94%
41271 Salaries-Longevity	1,344	1,200	1,248	1,664	1,580	31.67%	26.60%
41273 Salaries-SLBB	3,956	4,075	4,283	5,661	6,770	66.14%	58.07%
Personnel Services Subtotal	629,673	640,446	595,945	560,874	628,612	-1.85%	5.48%
42200 Operating Supplies	3,541	-400	0	4,461	0	NA	NA
Supplies Subtotal	3,541	-400	0	4,461	0	NA	NA
43350 Buildings	63	0	0	0	0	NA	NA
Maintenance Subtotal	63	0	0	0	0	NA	NA
44582 Festival Expenses	2,927,763	2,780,423	3,147,150	3,026,942	3,395,950	22.14%	7.91%
Services Subtotal	2,927,763	2,780,423	3,147,150	3,026,942	3,395,950	22.14%	7.91%
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	3,561,041	3,420,469	3,743,095	3,592,277	4,024,562	17.66%	7.52%
Less Salaries & Fuel	2,931,367	2,780,023	3,147,150	3,031,403	3,395,950	22.16%	7.91%

Comments / Justification

41108 Salaries-Interdepartmental

185,000

Salaries for police, fire and other city departments that assist with Main Street Fest and GrapeFest

44582 Festival Expenses

3,395,950

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**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	572,455	525,514	618,683	546,403	742,714
Supplies	0	0	0	0	0
Maintenance	110	0	0	0	0
Services	1,050,815	1,060,893	1,327,950	1,287,992	1,400,850
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,623,380	1,586,407	1,946,633	1,834,395	2,143,564

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Total annual passengers	91,570	91,570	125,000	125,000	125,000
Charters	30	30	40	40	40
Number of Train Operations (a run out and back is considered one operation)	372	372	385	385	385

**Convention & Visitors - Grapevine Vintage Railroad
115-350-7**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	255,000	230,738	299,725	227,374	402,356	74.38%	34.24%
41107 Salaries-Overtime	13,619	15,406	10,000	10,282	10,000	-35.09%	0.00%
41180 Salaries-Pt. and Hourly	220,052	200,289	214,896	230,886	220,305	9.99%	2.52%
41108 Salaries-Interdepartmental	16,013	16,998	18,100	13,310	11,800	-30.58%	-34.81%
41224 PARS Benefits	2,696	2,604	2,794	3,026	2,865	10.04%	2.54%
41236 TMRS Benefits	55,272	50,662	60,066	48,621	76,990	51.97%	28.18%
41247 Medicare	7,212	6,731	7,686	7,025	9,051	34.47%	17.76%
41271 Salaries-Longevity	768	1,036	1,152	1,627	1,580	52.51%	37.15%
41273 Salaries-SLBB	1,823	1,050	4,264	4,253	7,767	639.60%	82.15%
Personnel Services Subtotal	572,455	525,514	618,683	546,403	742,714	41.33%	20.05%
Supplies Subtotal	0	0	0	0	0	NA	NA
43350 Train Maintenance	110	0	0	0	0	NA	NA
Maintenance Subtotal	110	0	0	0	0	NA	NA
44582 Train Expenses	1,050,490	1,060,893	1,327,950	1,287,992	1,400,850	32.04%	5.49%
Services Subtotal	1,050,815	1,060,893	1,327,950	1,287,992	1,400,850	32.04%	5.49%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	1,623,380	1,586,407	1,946,633	1,834,395	2,143,564	35.12%	10.12%
Less Salaries & Insurance	1,050,925	1,060,893	1,327,950	1,287,992	1,400,850	32.04%	5.49%

Comments / Justification

41108 Salaries-Interdepartmental

11,800

Police, Fire and other city department employee salaries for North Pole Express and Day Out with Thomas

44582 Train Expenses

1,400,850

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**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	0	0	0	0	0
Supplies	12,461	13,765	22,300	5,355	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
Total	12,461	13,765	22,300	5,355	22,300

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of exchange programs between Grapevine and her sister cities	11	8	8	8	6
Number of student interns	7	6	2	2	4
Number of participants in sister city committees and programs	719	400	400	400	400
Number of participants in sister city programs originating in our sister cities	117	60	70	70	70

**Convention & Visitors - Sister City
115-350-10**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
42200 Operating Supplies	12,461	13,765	22,300	5,355	22,300	62.01%	0.00%
Supplies Subtotal	12,461	13,765	22,300	5,355	22,300	62.01%	0.00%
Maintenance Subtotal	0	0	0	0	0	NA	NA
Services Subtotal	0	0	0	0	0	NA	NA
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	12,461	13,765	22,300	5,355	22,300	62.01%	0.00%
Less Salaries & Fuel	12,461	13,765	22,300	5,355	22,300	62.01%	0.00%

Comments / Justification

42200 Operating Supplies

Includes fundraising expenses, grants, Sister City program costs

22,300

**Convention & Visitors - GV Wine Pouring Society
115-350-11**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	0	0	0	0	0
Supplies	2,159	1,310	5,600	2,541	6,100
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
Total	2,159	1,310	5,600	2,541	6,100

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of events serviced by the Grapevine Wine Pouring Society	35	25	30	30	30
Number of hours of service provided by Grapevine wine pourers	3,615	2,800	2,900	2,900	2,900
Average attendance at monthly Grapevine Wine Pouring Society meetings	67	85	85	85	85
Number of TABC certifications	47	90	100	100	100

**Convention & Visitors - GV Wine Pouring Society
115-350-11**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0		
42200 Operating Supplies	2,159	1,310	3,100	2,541	3,600	174.87%	16.13%
42220 Clothing Supplies	0	0	2,500	0	2,500	NA	0.00%
Supplies Subtotal	2,159	1,310	5,600	2,541	6,100	365.75%	8.93%
Maintenance Subtotal	0	0	0	0	0		
Services Subtotal	0	0	0	0	0		
Capital Outlay Subtotal	0	0	0	0	0		
Transfers Subtotal	0	0	0	0	0		
DIVISION TOTAL	2,159	1,310	5,600	2,541	6,100	365.75%	8.93%
Less Salaries & Fuel	2,159	1,310	5,600	2,541	6,100	365.75%	8.93%

Comments / Justification

42200 Operating Supplies

Includes miscellaneous supplies, name badges and program/mission costs

3,600

42220 Clothing Supplies

WPS vests

2,500

**Convention & Visitors - Visitor Shuttle System
216-350-12**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	244,470	233,430	297,070	256,297	296,454
Supplies	88,022	61,952	146,460	40,205	119,900
Maintenance	740	740	3,500	0	4,000
Services	230,319	246,048	278,445	285,237	283,852
Capital Outlay	0	0	44,000	50,889	38,000
Transfers	0	0	0	0	0
Total	563,551	542,169	769,475	632,629	742,206

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Total Ridership for the year	63,811	65,000	65,500	65,500	67,000
Economic Impact of ridership	\$3,914,990	\$3,800,000	\$3,850,000	\$3,850,000	\$4,000,500

**Convention & Visitors - Visitor Shuttle System
216-350-12**

<u>Expenditure Detail</u>	2013-14	2014-15	2015-16	2015-16	2016-17	Change from	Change from
	Actual	Actual	Adopted Bdgt	Estimate	Proposed Bdgt	FY15 Actual	FY16 Budget
41100 Salaries-Full Time	111,315	99,638	175,150	106,108	180,579	81.23%	3.10%
41107 Salaries-Overtime	2,379	2,040	10,000	5,602	10,000	390.23%	0.00%
41180 Salaries-Pt. and Hourly	95,813	101,287	53,359	110,389	54,426	-46.27%	2.00%
41190 Wages - Contract Labor	0	0	15,000	0	7,500	#DIV/0!	-50.00%
41108 Salaries - Interdepartmental	0	0	500	0	500	NA	0.00%
41224 PARS Benefits	661	935	694	1,040	707	-24.35%	1.87%
41236 TMRS Benefits	30,186	25,294	35,862	27,566	34,643	36.96%	-3.40%
41247 Medicare	3,039	2,949	3,502	3,233	3,424	16.09%	-2.23%
41271 Salaries-Longevity	528	720	672	832	1,180	63.89%	75.60%
41273 Salaries-SLBB	550	566	2,331	1,527	3,495	517.45%	49.94%
Personnel Services Subtotal	244,470	233,430	297,070	256,297	296,454	27.00%	-0.21%
42200 Operating Supplies	7,418	2,516	2,400	2,313	3,400	35.11%	NA
42220 Clothing Supplies	739	288	1,000	319	1,500	420.83%	NA
42281 Apparatus and Tools	6,839	581	23,060	2,137	25,000	4203.15%	8.41%
42285 Motor Vehicle Supplies	73,026	58,566	120,000	35,437	90,000	53.67%	-25.00%
Supplies Subtotal	88,022	61,952	146,460	40,205	119,900	93.54%	-18.13%
43350 Buildings	0	0	2,000	0	2,000	NA	NA
43430 Motor Vehicle Maint.	740	740	1,500	0	2,000	170.27%	NA
Maintenance Subtotal	740	740	3,500	0	4,000	440.54%	14.29%
44505 Training, travel, dues	0	0	1,000	596	1,000	NA	0.00%
44525 Utilities	3,274	2,385	3,100	2,628	3,500	46.78%	12.90%
44540 Professional Services	27,806	28,661	71,760	21,559	55,000	91.90%	-23.36%
44560 Marketing & Promotion	0	6,835	8,000	820	5,000	NA	-37.50%
44573 Leases and Rentals	0	1,640	2,500	3,520	5,000	NA	100.00%
44627 Ins., Fleet & IT	199,239	206,528	192,085	256,113	214,352	3.79%	11.59%
Services Subtotal	230,319	246,048	278,445	285,237	283,852	15.36%	1.94%
48850 Improvs other than Bldgs.	0	0	44,000	50,889	38,000	NA	-13.64%
Capital Outlay Subtotal	0	0	44,000	50,889	38,000	NA	-13.64%
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	563,551	542,169	769,475	632,629	742,206	36.90%	-3.54%
Less Salaries & Fuel	46,816	43,646	160,320	84,781	141,400	223.97%	-11.80%

Convention & Visitors - Visitor Shuttle System

216-350-12

Comments / Justification

<u>42200</u> <u>Operating Supplies</u> Includes brochures and miscellaneous supplies	3,400
<u>42220</u> <u>Clothing Supplies</u> Driver uniforms	1,500
<u>42281</u> <u>Apparatus and Tools</u> GPS Enabled tour guide and signage changes	25,000
<u>42285</u> <u>Motor Vehicle Supplies</u> Shuttle fuel	90,000
<u>43430</u> <u>Motor Vehicle Maint.</u> State inspection and bus tags	2,000
<u>43350</u> <u>Buildings</u> Maintenance for shuttle shelters	2,000
<u>44505</u> <u>Training, travel, dues</u> Training	1,000
<u>44525</u> <u>Utilities</u> phone and radios	3,500
<u>44540</u> <u>Professional Services</u> bus wrapping and temporary graphics for festivals and groups, airport access fees, bus washing	55,000
<u>44560</u> <u>Marketing & Promotion</u> brochures	5,000
<u>44573</u> <u>Leases and Rentals</u> substitute equipment rental	5,000
<u>44627</u> <u>Ins., Fleet & IT Chgs</u> Insurance \$68,327; Fleet \$67,707; Prorated Labor \$78,318	214,352
<u>48850</u> <u>Improvs other than Bldgs</u> Shuttle shelters	38,000

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION & VISITORS BUREAU INCENTIVES FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	0	665,625	3,435,762	3,435,762	3,697,993
OPERATING REVENUE:					
Occupancy Taxes - Gaylord	1,476,769	1,709,086	1,632,958	1,600,000	1,698,276
Occupancy Taxes - Great Wolf	0	474,065	472,500	470,000	491,400
Occupancy Taxes - All (1%)	0	2,415,805	2,300,680	2,250,000	2,473,568
Interest Income	2,364	9,271	3,600	20,301	15,000
Change in Investment Value	(545)	(75)	0	(8,067)	0
Sponsor Income	26,450	14,560	0	9,998	0
Miscellaneous	130	15,000	0	0	0
Total Operating Revenue	1,505,168	4,637,712	4,409,738	4,342,232	4,678,244
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,505,168	4,637,712	4,409,738	4,342,232	4,678,244
OPERATING EXPENDITURES:					
Personnel	0	0	0	0	0
Supplies	101,028	161,479	133,000	100,000	107,000
Maintenance	0	0	0	0	0
Services	738,514	1,706,096	4,276,738	3,980,000	4,158,983
Capital Outlay	0	0	0	0	0
Total Operating Expenditures	839,542	1,867,575	4,409,738	4,080,000	4,265,983
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	839,542	1,867,575	4,409,738	4,080,000	4,265,983
SURPLUS / (GAP)	665,625	2,770,136	0	262,232	412,261
ENDING FUND BALANCE:	665,625	3,435,762	3,435,762	3,697,993	4,110,254
RESERVES:					
Reserved for Incentive Packages	0	1,700,000	1,700,000	1,700,000	1,700,000
Total Reserves	0	1,700,000	1,700,000	1,700,000	1,700,000
UNENCUMBERED / UNRESERVED FUND BALANCE		1,735,762	1,735,762	1,997,993	2,410,254

**Convention & Visitors - Convention Tourism Incentives
215-225-01**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	101,028	161,479	133,000	100,000	107,000
Maintenance	0	0	0	0	0
Services	738,514	1,706,096	4,276,738	3,980,000	4,158,983
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	839,542	1,867,575	4,409,738	4,080,000	4,265,983

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Economic impact of conventions serviced (in millions)	\$81	\$109	\$82	\$82	\$82
Average hours worked at convention information kiosk (per month)	74	296	75	75	75

**Convention & Visitors - Convention Tourism Incentives
215-225-01**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	101,028	161,479	133,000	100,000	107,000	-33.74%	-19.55%
Supplies Subtotal	101,028	161,479	133,000	100,000	107,000	-33.74%	-19.55%
Maintenance Subtotal	0	0	0	0	0	NA	NA
44560 Marketing & Promotion	130	377,489	2,987,759	2,700,000	2,818,445	646.63%	-5.67%
44686 Community Distrib.	738,384	1,328,608	1,288,979	1,280,000	1,340,538	0.90%	4.00%
Services Subtotal	738,514	1,706,096	4,276,738	3,980,000	4,158,983	143.77%	-2.75%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	839,542	1,867,575	4,409,738	4,080,000	4,265,983	128.42%	-3.26%
Less Salaries & Fuel	839,542	1,867,575	4,409,738	4,080,000	4,265,983	128.42%	-3.26%

Comments / Justification

42200 Operating Supplies

SummerBlast Fireworks and misc pop up requests

107,000

44560 Marketing & Promotion

Includes numerous sponsorship agreements for groups in 2017

2,818,445

44686 Community Distributions

Gaylord and Great Wolf Marketing agreements

1,340,538

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
STORMWATER DRAINAGE UTILITY FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	2,024,086	1,361,292	985,018	985,018	1,049,977
OPERATING REVENUE:					
Drainage Utility Fees	1,383,959	1,390,438	1,400,392	1,400,000	1,419,003
Interest Income	959	950	1,000	1,500	1,000
Interest Income - 2000 C.O.	43	65	46	210	50
Miscellaneous	(207)	77,536	0	(723)	0
Total Operating Revenue	1,384,753	1,468,989	1,401,438	1,400,987	1,420,053
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,384,753	1,468,989	1,401,438	1,400,987	1,420,053
OPERATING EXPENDITURES:					
Personnel	466,563	416,230	483,701	493,898	502,872
Supplies	35,777	18,841	44,700	16,048	44,700
Maintenance	89,869	104,232	125,000	94,881	125,000
Services	242,191	252,931	249,906	320,840	319,372
Capital Outlay	579,704	589,871	185,000	72,663	197,000
Total Operating Expenditures	1,414,104	1,382,105	1,088,307	998,330	1,188,944
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	104,008	104,423	105,029	88,502	106,425
Transfer to Debt Service Fund	319,436	318,735	0	0	0
Transfer to Equipment Acquisition Fund	210,000	40,000	186,897	249,196	145,000
Total Transfers Out	633,444	463,158	291,926	337,698	251,425
TOTAL EXPENDITURES AND TRANSFERS	2,047,548	1,845,263	1,380,233	1,336,028	1,440,369
SURPLUS / (GAP)	(662,794)	(376,274)	21,205	64,959	(20,316)
ENDING FUND BALANCE:	1,361,292	985,018	1,006,223	1,049,977	1,029,661
FUND BALANCE REQUIREMENT:	232,455	227,195	178,900	164,109	195,443

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2016-17 projected Ending Fund Balance represents 316 days of operation.

FY 2016-17 PROPOSED OPERATING BUDGET
 STORMWATER DRAINAGE UTILITY FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	466,563	416,230	483,701	493,898	502,872
Supplies	35,777	18,841	44,700	16,048	44,700
Maintenance	89,869	104,232	125,000	94,881	125,000
Services	242,191	252,931	249,906	320,840	319,372
Capital Outlay	579,704	589,871	185,000	72,663	197,000
Transfers	633,444	463,158	291,926	337,698	251,425
Total	2,047,548	1,845,263	1,380,233	1,336,028	1,440,369

<u>SDUS - OPERATIONS</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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
TOTAL FULL-TIME POSITIONS	8.00	8.00	8.00	8.00	8.00

**Public Works - Stormwater Drainage
116-535-1**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	466,563	416,230	483,701	493,898	502,872
Supplies	35,777	18,841	44,700	16,048	44,700
Maintenance	89,869	104,232	125,000	94,881	125,000
Services	242,191	252,931	249,906	320,840	319,372
Capital Outlay	579,704	589,871	185,000	72,663	197,000
Transfers	633,444	463,158	291,926	337,698	251,425
Total	2,047,548	1,845,263	1,380,233	1,336,028	1,440,369

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Ditch excavation (linear feet)	12,844	10,460	12,000	12,000	12,000
Reset reinforced concrete pipe (linear feet)	1,698	896	800	800	800
Clean storm sewer structures (ea)	782	822	950	950	950
Clean debris adjacent to bridges (times / year)	3	4	4	4	4
Sweeping miles	17,864	16,867	17,000	17,000	17,000

**Public Works - Storm Water Drainage
116-535-1**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	347,694	326,226	382,978	382,967	398,756	22.23%	4.12%
41107 Salaries-Overtime	17,501	13,021	9,378	17,559	9,378	-27.98%	0.00%
41190 Wages - Contract Labor	14,107	0	0	0	0		
41236 TMRS Benefits	71,068	65,977	76,503	78,252	76,825	16.44%	0.42%
41247 Medicare	5,369	4,951	5,820	5,744	5,845	18.05%	0.43%
41271 Salaries-Longevity	6,608	4,772	3,696	4,928	4,316	-9.56%	16.77%
41273 Salaries-SLBB	4,217	1,282	5,326	4,448	7,752	504.77%	45.55%
Personnel Services Subtotal	466,563	416,230	483,701	493,898	502,872	20.82%	3.96%
42200 Operating Supplies	474	210	2,750	491	2,750	1208.78%	0.00%
42220 Clothing Supplies	1,714	2,435	2,950	1,749	2,950	21.13%	0.00%
42281 Apparatus and Tools	3,014	2,236	4,000	4,807	4,000	78.91%	0.00%
42285 Motor Vehicle Fuel	30,575	13,959	35,000	9,001	35,000	150.73%	0.00%
Supplies Subtotal	35,777	18,841	44,700	16,048	44,700	137.25%	0.00%
43301 Infrastructure Maint.	89,844	104,232	125,000	94,881	125,000	19.92%	0.00%
43430 Motor Vehicle Maintenance	25	0	0	0	0		
Maintenance Subtotal	89,869	104,232	125,000	94,881	125,000	19.92%	0.00%
44505 Training, travel, dues	2,617	1,589	2,300	51	2,300	44.78%	0.00%
44525 Utilities	0	0	1,300	0	1,300	100%	0.00%
44535 Financial Service Fees	0	1,711	1,268	1,319	884	NA	-30.28%
44540 Professional Services	10,874	8,771	14,580	12,192	64,609	636.62%	343.13%
44627 Ins., Fleet & IT Charges	228,700	240,861	230,458	307,277	250,279	3.91%	8.60%
Services Subtotal	242,191	252,931	249,906	320,840	319,372	26.27%	27.80%
48810 Land Improvements	113,430	381,570	0	0	0	NA	NA
48860 Machinery & Equipment	0	99,069	0	14,760	0	NA	NA
48941 Drainage System Improv.	466,274	109,232	185,000	57,903	197,000	NA	6.49%
Capital Outlay Subtotal	579,704	589,871	185,000	72,663	197,000	-66.60%	6.49%
54100 Trans. to General Fund	104,008	104,423	105,029	88,502	106,425	1.92%	1.33%
54130 Trans. to Debt Svc. Fund	319,436	318,735	0	0	0		
54325 Trans. to Equip Fund	210,000	40,000	186,897	249,196	145,000	262.50%	-22.42%
Transfers Subtotal	633,444	463,158	291,926	337,698	251,425	-45.72%	-13.87%
DIVISION TOTAL	2,047,548	1,845,263	1,380,233	1,336,028	1,440,369	-21.94%	4.36%
Less Salaries & Fuel, Insurance, Debt Service & Admin. Fee	898,267	751,054	526,045	437,349	545,793	-27.33%	3.75%

Public Works - Storm Water Drainage

116-535-1

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	2,750
Office Supplies, Surveying Supplies, Printing Supplies	
<u>42281</u> <u>Apparatus and Tools</u>	4,000
Minor Tools (shovels, hammers, drills, saws, chains, chokers, straps, wrenches, etc.) Air Compressor for Gabion Basket Binder Tool Cordless Tool Set for Foreman Truck	
<u>43301</u> <u>Infrastructure Maint.</u>	125,000
Operating Budget for SDUS maintenance crew, ditching, inlet repairs, creek channel cleaning, erosion control, storm sewer replacement and general storm system cleaning and maintenance	
<u>44505</u> <u>Training, travel, dues</u>	2,300
ESRI Training for Cartagraph Tech, Training for Foreman and two Operators (TPWA short course and local COG traffic and safety courses)	
<u>44525</u> <u>Utilities</u>	1,300
Mobile phone charges for one Foreman	
<u>44535</u> <u>Financial Service Fees</u>	884
Audit Fees	
<u>44540</u> <u>Professional Services</u>	64,609
Regional Storm Water Management Dues, ISWM Fees, Engineering Services, Surveying Fees, Lab Fees	
<u>48941</u> <u>Drainage System Improv.</u>	197,000
Oak Grove Loop Crossing (Shannon Drive), Spring Creek Drive Creek Erosion, Shady Meadow Outfall Extension, Woodmoor Court Creek Erosion	

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CRIME CONTROL & PREVENTION DISTRICT

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	776,919	1,087,443	1,740,048	1,740,048	1,662,130
OPERATING REVENUE:					
Sales Tax (1/2 cent)	12,630,599	13,196,743	14,250,000	13,993,159	13,923,193
Commercial Vehicle Enforcement	153,662	146,165	164,000	150,000	164,000
Interest Income	760	2,216	1,000	10,100	1,000
Miscellaneous	1,643	4,108	0	5,560	0
Total Operating Revenue	12,786,665	13,349,232	14,415,000	14,158,819	14,088,193
TRANSFERS IN:					
Transfer from General Fund	1,000,000	700,000	0	0	200,000
Total Transfers In	1,000,000	700,000	0	0	200,000
TOTAL REVENUE AND TRANSFERS	13,786,665	14,049,232	14,415,000	14,158,819	14,288,193
OPERATING EXPENDITURES:					
Personnel	10,243,314	10,110,798	10,800,997	10,218,950	11,214,903
Supplies	757,899	635,178	780,660	514,862	889,747
Maintenance	120,321	118,899	110,800	112,447	133,100
Services	2,336,528	2,531,752	2,327,076	3,017,998	3,054,620
Capital Outlay	18,080	0	0	0	0
Total Operating Expenditures	13,476,141	13,396,627	14,019,533	13,864,257	15,292,370
TRANSFERS OUT:					
Transfer to Special Revenue Fund	0	0	0	0	0
Transfer to Capital Equip. Acquisition Fund	0	0	372,479	372,479	62,000
Total Transfers Out	0	0	372,479	372,479	62,000
TOTAL EXPENDITURES AND TRANSFERS	13,476,141	13,396,627	14,392,012	14,236,736	15,354,370
SURPLUS / (GAP)	310,524	652,605	22,988	(77,917)	(1,066,177)
ENDING FUND BALANCE:	1,087,443	1,740,048	1,763,036	1,662,130	595,953

FY 2016-17 PROPOSED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

CRIME CONTROL AND PREVENTION DISTRICT FUND ONLY					
Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Uniform Operations	8,450,458	8,416,766	8,892,619	9,179,547	9,801,285
Criminal Investigations	2,526,723	2,349,223	2,293,654	2,062,560	2,315,454
Technical Services	2,456,430	2,594,202	2,811,490	2,615,580	3,111,970
Commercial Vehicle Enforcement	41,941	36,435	21,770	6,569	125,661
Total	13,475,551	13,396,627	14,019,533	13,864,257	15,354,370

<u>POLICE</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Police Captain	3	3	3	3	3
Lieutenant	4	4	4	4	4
Sergeant	12	12	12	12	12
Sr. Officer	28	33	33	33	33
Police Officer	37	32	33	33	33
Police Recruit	1	1	0	0	0
Jail Supervisor	1	1	1	1	1
Jailer	5	5	5	5	11
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	6
Crime Scene Technician II	2	1	2	2	2
Crime Scene Technician I	0	1	0	0	0
Investigative Assistant	1	1	1	1	1
Warrant Clerk	1	1	1	1	1
Secretary	3	3	3	3	3
Property/Evidence Tech	0	0	0	0	2
TOTAL FULL-TIME POSITIONS	121.00	121.00	121.00	121.00	132.00

<u>PART-TIME POSITIONS</u>					
School Crossing Guard	2.34	2.34	2.34	2.34	2.34
TOTAL PART TIME POSITIONS	2.34	2.34	2.34	2.34	2.34

TOTAL CCPD FUND	123.34	123.34	123.34	123.34	134.34
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**CCPD - Uniform Operations
117-209-2**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	6,625,877	6,659,916	7,173,014	6,997,963	7,396,860
Supplies	455,323	367,437	436,310	297,701	488,112
Maintenance	4,467	2,665	6,000	2,825	6,000
Services	1,346,711	1,386,748	1,277,295	1,881,058	1,910,313
Capital Outlay	18,080	0	0	0	0
Transfers	0	0	0	0	0
Total	8,450,458	8,416,766	8,892,619	9,179,547	9,801,285

Objectives

- Encourage compliance with applicable traffic laws through enforcement.
- Provide proactive enforcement response to specific crime patterns and traffic concerns.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Calls for Service	44,266	44,266	75,000	75,000	75,000
Traffic Stops	NA	NA	45,000	45,000	45,000
Traffic Citations	24,441	24,441	2,400	2,400	2,400
DWI Arrests	NA	NA	350	350	350

**CCPD - Uniform Operations
117-209-2**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	4,698,559	4,721,936	5,152,857	4,857,859	5,418,150	14.74%	5.15%
41107 Salaries-Overtime	296,466	258,442	343,712	392,783	343,712	32.99%	0.00%
41180 Salaries-Pt. and Hourly	106,964	103,105	82,044	122,660	87,581	-15.06%	6.75%
41190 Wages - Contract Labor	90,812	111,634	0	81,245	0	NA	NA
41210 Uniform Allowance	1,233	1,203	1,200	1,182	1,200	-0.27%	0.00%
41212 Certification Pay	64,253	63,035	62,340	60,202	62,340	-1.10%	0.00%
41224 PARS Benefits	1,283	1,234	1,039	1,475	1,138	-7.75%	9.53%
41236 TMRS Benefits	1,011,792	1,022,885	1,118,386	1,076,869	1,052,277	2.87%	-5.91%
41247 Medicare	75,963	76,148	84,801	81,883	83,426	9.56%	-1.62%
41271 Salaries-Longevity	32,896	36,359	35,808	46,268	39,176	7.75%	9.41%
41272 Salaries-Holiday Pay	189,164	207,014	200,000	205,690	200,000	-3.39%	0.00%
41273 Salaries-SLBB	56,491	56,922	90,827	69,846	107,860	89.49%	18.75%
Personnel Services Subtotal	6,625,877	6,659,916	7,173,014	6,997,963	7,396,860	11.07%	3.12%
42200 Operating Supplies	54,627	46,025	61,205	32,337	70,848	53.93%	15.76%
42220 Clothing Supplies	84,092	83,136	100,972	74,435	121,727	46.42%	20.56%
42252 Educational & Rec.	0	0	1,495	0	1,495	NA	0.00%
42281 Apparatus and Tools	65,102	49,317	72,638	71,820	94,042	90.69%	29.47%
42285 Motor Vehicle Fuel	251,496	188,958	200,000	119,108	200,000	5.84%	0.00%
Supplies Subtotal	455,323	367,437	436,310	297,701	488,112	32.84%	11.87%
43465 Misc. Equipment Maint.	4,397	2,665	6,000	2,825	6,000	125.14%	0.00%
Maintenance Subtotal	4,467	2,665	6,000	2,825	6,000	125.14%	0.00%
44505 Training, travel, dues	70,158	61,865	61,790	95,419	64,905	4.91%	5.04%
44535 Financial Service Fees	0	9,941	9,526	9,745	9,614	-3.29%	0.92%
44540 Professional Services	25,795	20,933	28,800	15,784	55,895	167.02%	94.08%
44627 Ins, Fleet & IT Charges	1,250,758	1,294,009	1,320,083	1,760,111	1,922,803	48.59%	45.66%
44701 Salary Attrition	0	0	-142,904	0	-142,904		
Services Subtotal	1,346,711	1,386,748	1,277,295	1,881,058	1,910,313	37.75%	49.56%
48860 Machinery & Equipment	18,080	0	0	0	0	NA	NA
Capital Outlay Subtotal	18,080	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0		
DIVISION TOTAL	8,450,458	8,416,766	8,892,619	9,179,547	9,801,285	16.45%	10.22%
Less Salaries, Vehicle Maintenance & Fuel, Lease Payments & Insurance	322,258	273,883	342,426	302,366	424,526	55.00%	23.98%

CCPD - Uniform Operations

117-209-2

Comments / Justification

42200 Operating Supplies

70,848

Sanitation supplies \$3670. General supplies \$7570. Jail supplies \$34688. \$3000 New Jailer Supplies. Canine supplies \$2330. Evidence supplies \$2240. Traffic supplies \$1100. SWAT supplies \$1250. SWAT munitions \$15000.

42281 Apparatus and Tools

94,042

Less lethal tool \$1125. Flashlight equipment \$4550. Electronic equipment (chargers, transmitters, etc.) \$2305. General equipment (traffic cones, fingerprint kits, first aid kits, binoculars, badges) \$3955. Traffic Division equipment (accident reconstruction equip, helmet mics/transmitters) \$5157. Canine equipment (bite suits, harness) \$2000. Bike Patrol equipment \$2365. School Crossing Guard equipment \$485. Jail equipment \$6575. SWAT equipment \$8550. Taser Equipment \$12,425. Radars \$25,825. Ballistic Vests \$18,725.

43465 Misc. Equip Maint.

6,000

Software maintenance for accident reconstruction - \$1,000; radar repair/recalibration - \$5,000.

44505 Training, travel, dues

64,905

Management training \$2,575. Travel costs(parking, per diem, mileage) \$2850. Training luncheons \$300. FBINAA \$950. Defensive Tactics \$36,000. Patrol investigations training \$6,200. Patrol bicycle and mechanic courses \$1,000. Traffic Division training \$3150. Canine training (USPCA annual narcotics certification and conference, NPCA narcotics certification) \$2400. SWAT training (Basic SWAT, SWAT explosives) \$1820. Hostage Negotiator training \$1200. Street Crimes training \$450. IACP dues \$600. TPA dues (58) \$1,740. IMPMBA dues \$150. FBINA dues \$70. TTPOA dues \$150. NTPOA \$150. TAHN \$150. Jailer Training \$3,000.

44535 Financial Service Fees

9,614

Department yearly audit fees - set by City Finance \$9,614.

44540 Professional Services

55,895

Towing fees - \$1,500; medical expenses for prisoners - \$20,000; K-9 veterinarian expenses - \$6,700; biohazard decontamination - \$600, Cencor Realty Services Association Assesment-\$27,095

**CCPD - Criminal Investigations
117-209-3**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	2,073,924	1,887,863	2,051,948	1,751,454	2,069,888
Supplies	37,510	42,902	40,200	27,672	39,800
Maintenance	0	0	0	0	0
Services	415,288	418,458	201,506	283,434	205,766
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	2,526,723	2,349,223	2,293,654	2,062,560	2,315,454

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Follow-up investigation for 100% of all applicable arrests	1,069	1,069	1,300	1,300	1,300
Follow-up investigation for 100% of all high solvability cases	1,679	1,679	1,700	1,700	1,720
Track all registered sex offenders in the city to ensure compliance.	81	81	22	22	18

**CCPD - Criminal Investigations
117-209-3**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	1,578,883	1,438,054	1,553,900	1,326,284	1,574,833	9.51%	1.35%
41107 Salaries-Overtime	53,495	36,793	65,000	33,736	65,000	76.66%	0.00%
41210 Uniform Allowance	23,426	21,959	25,200	19,300	24,898	13.38%	-1.20%
41212 Certification Pay	23,994	22,599	19,560	19,969	19,861	-12.11%	1.54%
41236 TMRS Benefits	326,651	301,366	317,581	280,403	311,629	3.41%	-1.87%
41247 Medicare	23,629	21,566	23,389	18,921	23,711	9.95%	1.38%
41271 Salaries-Longevity	16,636	16,488	15,456	21,307	15,400	-6.60%	-0.36%
41272 Salaries-Holiday Pay	0	0	2,800	582	2,800	NA	0.00%
41273 Salaries-SLBB	27,210	29,039	29,062	30,953	31,756	9.36%	9.27%
Personnel Services Subtotal	2,073,924	1,887,863	2,051,948	1,751,454	2,069,888	9.64%	0.87%
42200 Operating Supplies	4,587	4,054	4,150	6,852	4,150	2.37%	0.00%
42220 Clothing Supplies	0	239	0	627	0	NA	NA
42252 Educational & Rec.	0	419	1,100	384	1,100	162.30%	0.00%
42281 Apparatus and Tools	2,868	15,646	9,950	6,195	9,550	-38.96%	-4.02%
42285 Motor Vehicle Fuel	30,055	22,543	25,000	13,615	25,000	10.90%	0.00%
Supplies Subtotal	37,510	42,902	40,200	27,672	39,800	-7.23%	-1.00%
44505 Training, travel, dues	25,620	29,084	26,055	33,521	28,415	-2.30%	9.06%
44540 Professional Services	53,850	59,704	61,290	42,980	63,190	5.84%	3.10%
44627 Ins, Fleet & IT Charges	335,818	329,669	155,200	206,933	155,200	-52.92%	0.00%
44701 Salary Attrition	0	0	-41,039	0	-41,039	NA	NA
Services Subtotal	415,288	418,458	201,506	283,434	205,766	-50.83%	2.11%
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
DIVISION TOTAL	2,526,723	2,349,223	2,293,654	2,062,560	2,315,454	-1.44%	0.95%
Less Salaries, Vehicle Maintenance & Fuel, Lease Payments & Insurance	86,926	109,147	102,545	90,558	106,405	-2.51%	3.76%

Comments / Justification

42200 Operating Supplies 4,150
Evidence/Property Supplies Replacement Stock - \$3800, Hazmat Bio-hazard Supplies replacement stock \$350

42252 Educational & Rec. 1,100
Reference materials - criminal law and crime scene reference publications \$1100

42281 Apparatus and Tools 9,550
Electronic storage devices - hard drives, ext thumb drives, etc. \$4000, Cell Phone Forensics \$800, Hard drives for evidence \$2000, Interview Room and Surveillance equipment \$750, 2 each Label Printers \$2000

44505 Training, travel, dues 28,415
Investigations Training \$18,200, Crime Scene Evidence Property Training \$2800, Travel Expenses \$4440, Professional Associations \$2175, Property Evidence Tech \$800

44540 Professional Services 63,190
Evidence Processing Fees \$48600, Investigative Computer Fees - \$9990, Misc. Wrecker Service Fees, Toll Tags, CJIS Software maintenance \$4600

**CCPD - Technical Services
117-209-4**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	1,505,708	1,531,987	1,576,035	1,469,533	1,709,149
Supplies	263,263	224,358	291,280	186,526	346,080
Maintenance	115,854	116,234	104,800	109,622	127,100
Services	571,605	721,624	839,375	849,900	929,641
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	2,456,430	2,594,202	2,811,490	2,615,580	3,111,970

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2014-17 Estimate	2016-17 Proposed Bdgt
Average response time for all Priority 1 calls (minutes)	NA	3:00	3:00	3:00	3:00
Average response time for non-emergency calls (minutes)	NA	4:00	4:00	4:00	4:00
Education programs conducted	NA	5	5	5	5

**CCPD - Technical Services
117-209-4**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	1,124,585	1,131,817	1,208,836	1,109,901	1,311,003	15.83%	8.45%
41107 Salaries-Overtime	67,503	81,118	31,282	44,308	42,310	-47.84%	35.25%
41180 Salaries-Pt. and Hourly	0	0	4,330	0	4,418	NA	2.03%
41210 Uniform Allowance	1,233	1,203	1,200	1,182	5,700	373.73%	375.00%
41212 Certification Pay	4,620	4,459	4,680	4,872	5,252	17.78%	12.22%
41224 PARS Benefits	0	0	56	0	57	NA	1.79%
41236 TMRS Benefits	237,396	243,363	247,634	232,802	253,614	4.21%	2.41%
41247 Medicare	17,839	18,101	18,902	17,357	19,356	6.93%	2.40%
41271 Salaries-Longevity	9,772	8,348	7,680	10,912	8,648	3.59%	12.60%
41272 Salaries-Holiday Pay	30,589	30,997	32,000	30,459	32,000	3.24%	0.00%
41273 Salaries-SLBB	12,172	12,581	19,435	17,739	26,791	112.95%	37.85%
Personnel Services Subtotal	1,505,708	1,531,987	1,576,035	1,469,533	1,709,149	11.56%	8.45%
42200 Operating Supplies	81,715	81,211	74,280	79,380	75,280	-7.30%	1.35%
42252 Educational & Rec.	0	62	1,700	0	1,700	2623.92%	0.00%
42261 Postage Charges	8,626	7,050	6,800	8,145	8,400	19.15%	23.53%
42281 Apparatus and Tools	171,910	135,183	207,500	98,339	259,700	92.11%	25.16%
42285 Motor Vehicle Fuel	1,011	852	1,000	662	1,000	17.44%	0.00%
Supplies Subtotal	263,263	224,358	291,280	186,526	346,080	54.25%	18.81%
43465 Misc. Equipment Maint.	115,854	116,234	104,800	109,622	127,100	9.35%	21.28%
Maintenance Subtotal	115,854	116,234	104,800	109,622	127,100	9.35%	21.28%
44500 IT Software Licence & M	0	116,052	126,050	167,116	141,100	21.58%	11.94%
44505 Training, travel, dues	8,661	18,169	20,280	12,122	20,315	11.81%	0.17%
44525 Utilities	193,073	151,493	179,930	157,865	180,900	19.41%	0.54%
44535 Financial Service Fees	0	1,325	750	1,887	750	-43.39%	0.00%
44540 Professional Services	169,096	196,829	320,589	214,423	389,800	98.04%	21.59%
44573 Leases and Rentals	631	464	1,000	92	6,000	1192.82%	500.00%
44627 Insurance, Fleet and IT	200,144	237,292	222,297	296,396	222,297	-6.32%	0.00%
44701 Salary Attrition	0	0	-31,521	0	-31,521		
Services Subtotal	571,605	721,624	839,375	849,900	929,641	28.83%	10.75%
Capital Outlay Subtotal	0	0	0	0	0		
Transfers Subtotal	0	0	0	0	0		
DIVISION TOTAL	2,456,430	2,594,202	2,811,490	2,615,580	3,111,970	19.96%	10.69%
Less Salaries, Vehicle Maintenance & Fuel, Lease Payments & Insurance	749,566	824,072	1,043,679	848,990	1,211,045	46.96%	16.04%

**CCPD - Technical Services
117-209-4
Comments / Justification**

42200 Operating Supplies **75,280**

Printer, fax, copier cartridges \$3250. Office supplies for PD \$13000. Copy machine costs \$35000. Arrest folders \$2000. Ticket writer supplies \$3500. Forms \$9700. CDs/DVDs \$8000. Subscriptions \$130. Computer cleaning supplies \$300. Batteries \$400.

42261 Postage Charges **8,400**

Postage and shipping charges \$8400.

42281 Apparatus and Tools **259,700**

Replacement parts(computer, printer, typewriter) \$10000. Replace printers \$3200. Replace monitors \$3500. Server keyboards, switches \$4000. Replace laptops \$11000. Replace dispatch mail/TLETS stations \$15000. Supplies for tablets, MVS \$6000. Cables for vehicles \$3000. Backup firewall \$2500. UPS desktop batteries \$2000. Surface Pro 4 Tablets \$19,500. Mobile Radios \$100,000. Vehicle Tablet Computers \$25,000. Workstations \$25,000. Servers \$30,000.

43465 Misc. Equip Maint. **127,100**

LiveScan \$13500. Radio hardware consortium \$62000. Radio repair not covered by contract \$10000. FRED maintenance \$4300. CellBrite maintenance \$3100. Rimage maintenance \$1600. Kustom Bike MVS reinstall \$4500. Kustom Road Warrior warranty \$5600. CradlePoint maintenance \$6000. Replacement air conditioner at radio tower (1/6th) \$1500. Recording equipment maintenance \$15000.

44500 IT Software License & Maint Fees **141,100**

Windows software licenses \$12500. Cry Wolf software maintenance \$3500. Netmotion software maintenance \$5500. VMware maintenance \$10800. Criticall maintenance \$1000. Adobe Creative Cloud \$6000. CRIMES maintenance \$55000. CopLogic \$11500. GetData forensic explorer \$400. Internet evidence finder \$700. IAPro maintenance \$1400. PetPoint \$1500. EnCase Forensics \$1400. CrimeView \$3500. Fortis Document imaging \$4800. Cellular Evidence recovery \$6600. Laser Fiche \$15000.

44505 Training, travel, dues **20,315**

Continuing emergency communication training \$9300. TLETS trainer certification \$750. Microsoft continuing education \$6000. NETarrant County Records Assoc \$450. Notary Public licenses \$975. Motorola Texas user group \$60. IACP \$150. FBINAA \$70. APCO \$1140. TCJIUG \$90. NENA \$1330.

44525 Utilities **180,900**

Cell phone and data charges \$80000. Phone for 911 system \$730. DSI/Broadband at PD \$3400. Broadband at Outreach Center \$2600. Phones at Outreach Center \$840. Water at Outreach Center \$1200. Electric at Outreach Center \$3600. Modem line for TLETS \$730. ATT Language Line \$2500. Security system at radio site \$1100. T1 lines for radio \$25200. Monthly phone charges PD \$59000.

44540 Professional Services **389,800**

Large storage server maintenance \$7700. Database management \$20000. ALPR maintenance \$12800. Radio system management \$120000. AVID maintenance \$1500. Crimereports.com \$1800. SharePoint support \$30000. Radio Interop \$13000. Brazos Tech ticket writers maintenance \$30000. Rave emergency paging \$3400. Taser BWC \$123500. Lexipol \$10800. Media sonar \$4800. Vigilant ALPR database \$7500. Console cleaning \$3000.

44573 Leases and Rentals **6,000**

Postage machine lease \$6000.

**CCPD - Commercial Vehicle Enforcement
217-209-9**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	37,805	31,032	0	0	39,006
Supplies	1,803	481	12,870	2,963	15,755
Maintenance	0	0	0	0	0
Services	2,333	4,923	8,900	3,606	8,900
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	62,000
Total	41,941	36,435	21,770	6,569	125,661

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.).

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Commercial Vehicle Enforcement Revenue	\$153,662	\$153,662	\$173,297	\$173,297	\$173,297

**CCPD - Commercial Vehicle Enforcement
217-209-9**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	31,409	25,090	0	0	31,859	26.98%	NA
41107 Salaries-Overtime	6	0	0	0	0	NA	NA
41236 TMRS Benefits	5,938	4,917	0	0	6,072	23.50%	NA
41247 Medicare	452	371	0	0	462	24.66%	NA
41271 Salaries-Longevity	0	48	0	0	0	NA	NA
41273 Salaries-SLBB	0	606	0	0	613	1.14%	NA
Personnel Services Subtotal	37,805	31,032	0	0	39,006	25.70%	NA
42200 Operating Supplies	266	172	1,400	1,598	1,400	714.43%	0.00%
42220 Clothing Supplies	32	0	1,770	100	1,770	NA	0.00%
42281 Apparatus and Tools	1,505	244	200	1,265	3,085	1164.14%	1442.50%
42285 Motor Vehicle Fuel	0	65	9,500	0	9,500	14486.21%	0.00%
Supplies Subtotal	1,803	481	12,870	2,963	15,755	3174.99%	22.42%
Maintenance Subtotal	0	0	0	0	0		
44505 Training, travel, dues	2,333	4,923	8,900	3,606	8,900	80.79%	0.00%
Services Subtotal	2,333	4,923	8,900	3,606	8,900	80.79%	0.00%
Capital Outlay Subtotal	0	0	0	0	0		
54325 Trans. To Cap Equip Fun	0	0	0	0	62,000	NA	NA
Transfers Subtotal	0	0	0	0	62,000	NA	NA
DIVISION TOTAL	41,941	36,435	21,770	6,569	125,661	244.89%	477.22%
Less Salaries, Vehicle Maintenance & Fuel, Lease	4,136	5,339	12,270	6,569	77,155	1345.20%	528.81%

Comments / Justification

42200 Operating Supplies

1,400

Out of service decals 100; hand cleaner 250; work towels 50; printer paper 200; Ink Cartridges 250; printer paper for e-citation device 300; Misc 250

42281 Apparatus and Tools

3,085

CVE "Scale Storage Box" for 2017 Chev. Tahoe \$2,885.00 Miscellaneous replacement / repair of Tools \$200.00

44505 Training, travel, dues

8,900

Commercial Vehicle Safety Association dues \$500.00; CVSA Annual Conference \$3,000.00; Annual State Re-Certification Course(s) \$1,200.00; Texas State Inspection Challenge \$1,200.00; CVSA COHMED Conference (Hazmat) \$3,000.00

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
LAKE PARKS SPECIAL REVENUE FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	(820,930)	(1,100,605)	(1,470,888)	(1,470,888)	(2,351,406)
OPERATING REVENUE:					
Boat Ramp Fees	103,222	50,337	112,500	40,000	105,000
Pavilion Fees	52,860	31,734	46,500	50,000	75,000
Camping Fees	1,525,383	906,316	1,162,500	250,000	1,471,000
Entrance Fees	392,055	114,247	292,500	125,000	315,000
Recreation Fees	0	0	0	7,094	40,000
Merchandise Sales	85,797	36,379	71,250	11,000	85,000
Interest & Misc. Income	50,355	49,034	40,000	16,837	25,000
Total Operating Revenue	2,209,672	1,188,048	1,725,250	499,931	2,116,000
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	2,209,672	1,188,048	1,725,250	499,931	2,116,000
OPERATING EXPENDITURES:					
Personnel	190,863	96,929	156,248	100,536	222,667
Supplies	268,836	104,168	184,100	35,613	259,100
Maintenance	197,773	54,656	111,000	224,432	118,000
Services	1,248,654	832,030	1,209,091	651,637	1,227,511
Capital Outlay	91,723	6,918	81,000	30,383	75,000
Disaster Recovery	0	57,871	0	303,113	0
Total Operating Expenditures	1,997,849	1,152,572	1,741,439	1,345,714	1,902,278
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	167,524	84,745	121,050	34,736	150,450
Transfer to Debt Service Fund	323,973	321,014	0	0	0
Total Transfers Out	491,497	405,759	121,050	34,736	150,450
TOTAL EXPENDITURES AND TRANSFERS	2,489,347	1,558,331	1,862,489	1,380,450	2,052,728
SURPLUS / (GAP)	(279,674)	(370,283)	(137,239)	(880,519)	63,272
ENDING FUND BALANCE:	(1,100,605)	(1,470,888)	(1,608,127)	(2,351,406)	(2,288,134)

FY 2016-17 PROPOSED OPERATING BUDGET
 LAKE PARKS SPECIAL REVENUE FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	190,863	96,929	156,248	140,118	222,667
Supplies	268,836	104,168	184,100	44,217	259,100
Maintenance	197,773	54,656	111,000	92,848	118,000
Services	1,248,654	832,030	1,209,091	731,955	1,227,511
Capital Outlay	91,723	6,918	81,000	40,511	75,000
Transfers	491,497	405,759	121,050	121,050	150,450
Disaster Recovery	0	57,871	0	303,113	0
Total	2,489,347	1,558,331	1,862,489	1,473,812	2,052,728

<u>LAKE PARKS FUND</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Assistant Parks & Recreation Director	0.5	0	0	0	0
Park Event Manager	0	0.5	0.5	0.5	0.5
Park Foreman	1	0	0	0	0
Campground Supervisor	0	1	1	1	1
Park Crew Worker	1	1	1	1	1
Outdoor Program Coordinator	0	0	0	0	1
TOTAL FULL-TIME POSITIONS	2.50	2.50	2.50	2.50	3.50

PART-TIME POSITIONS

Intern	0.19	0.19	0.19	0.19	0.19
TOTAL PART-TIME POSITIONS	0.19	0.19	0.19	0.19	0.19

TOTAL LAKE PARKS POSITIONS	2.69	2.69	2.69	2.69	3.69
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**Parks & Recreation - Lake Parks
119-312-1**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	25,650
Maintenance	0	0	0	0	12,600
Services	0	0	0	0	150,900
Capital Outlay	0	0	0	0	3,000
Transfers	0	0	0	0	0
Total	0	0	0	0	192,150

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 subsidation of non campground parks.
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

**Parks & Recreation - Lake Parks
119-312-1**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	7,150	NA	NA
42205 Chemical Supplies	0	0	0	0	2,100	NA	NA
42220 Clothing Supplies	0	0	0	0	900	NA	NA
42281 Apparatus and Tools	0	0	0	0	3,500	NA	NA
42285 Motor Vehicle Fuel	0	0	0	0	1,000	NA	NA
42300 Merchandise COGS	0	0	0	0	11,000	NA	NA
Supplies Subtotal	0	0	0	0	25,650	NA	NA
43350 Buildings	0	0	0	0	3,100	NA	NA
43355 Recreation Facilities	0	0	0	0	8,000	NA	NA
43430 Motor Vehicle Maint.	0	0	0	0	500	NA	NA
43465 Misc. Equipment Maint.	0	0	0	0	1,000	NA	NA
Maintenance Subtotal	0	0	0	0	12,600	NA	NA
44525 Utilities	0	0	0	0	14,750	NA	NA
44540 Professional Services	0	0	0	0	123,150	NA	NA
44560 Marketing & Promotion	0	0	0	0	2,000	NA	NA
44573 Leases and Rentals	0	0	0	0	11,000	NA	NA
Services Subtotal	0	0	0	0	150,900	NA	NA
48860 Machinery & Equipment	0	0	0	0	3,000	NA	NA
Capital Outlay Subtotal	0	0	0	0	3,000	NA	NA
Transfers Subtotal	0	0	0	0	0		
LAKE PARKS TOTAL	0	0	0	0	192,150	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	190,650	NA	NA

Parks & Recreation - Lake Parks

119-312-1

Comments / Justification

42200 Operating Supplies

Office, Store, park amenity, cleaning, promotion, signage and general park operating supplies for Rockledge Park.

7,150

42205 Chemical Supplies

Fireant control, weed control, fertilizer, janitorial cleaners

2,100

42281 Apparatus and Tools

trash cans, water sports equipment, tools, outdoor furniture

3,500

43355 Recreation Facilities

Picnic tables, Fire Rings, bbq grills, docks/repair, signage shade/picnic pavilions, sand

8,000

44540 Professional Services

Tree Maintenance, Janitorial, Mowing, Litter Pick-Up

123,150

44560 Marketing & Promotion

professional park promotion/advertising

2,000

44573 Leases and Rentals

Port-a-potties and Misc. rental equipment

11,000

48860 Machinerv & Equipment

technology upgrades for Rockledge Gate House

3,000

**Parks & Recreation - Lake Parks
119-312-2**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	4,800
Maintenance	0	0	0	0	5,500
Services	0	0	0	0	62,750
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	0	0	0	73,050

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 subsidation of non campground pa
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

**Parks & Recreation - Lake Parks
119-312-2**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual Adopted Bdgt	2015-16 Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	3,100	NA	NA
42205 Chemical Supplies	0	0	0	0	700	NA	NA
42281 Apparatus and Tools	0	0	0	0	1,000	NA	NA
Supplies Subtotal	0	0	0	0	4,800	NA	NA
43355 Recreation Facilities	0	0	0	0	5,000	NA	NA
43430 Motor Vehicle Maint.						NA	NA
43465 Misc. Equipment Maint.	0	0	0	0	500	NA	NA
Maintenance Subtotal	0	0	0	0	5,500	NA	NA
44525 Utilities	0	0	0	0	4,750	NA	NA
44535 Financial Service Fees						NA	NA
44540 Professional Services	0	0	0	0	58,000	NA	NA
Services Subtotal	0	0	0	0	62,750	NA	NA
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0		
LAKE PARKS TOTAL	0	0	0	0	73,050	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	73,050	NA	NA

Comments / Justification

42200 Operating Supplies	3,100
signage and other general park operating supplies	
42205 Chemical Supplies	700
Fireant control, weed control, fertilizer, janitorial cleaners	
42281 Apparatus and Tools	1,000
Trash cans, recycling bins, tools	
43355 Recreation Facilities	5,000
Picnic tables, Fire Rings, bbq grills, docks/repair, shade/picnic pavilion repair	
44540 Professional Services	58,000
Tree Maintenance, Trash, Janitorial Mowing	

**Parks & Recreation - Lake Parks
119-312-3**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	83,350
Maintenance	0	0	0	0	57,400
Services	0	0	0	0	547,550
Capital Outlay	0	0	0	0	23,000
Transfers	0	0	0	0	0
Total	0	0	0	0	711,300

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 subsidation of non campground parl
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

**Parks & Recreation - Lake Parks
119-312-3**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	15,250	NA	NA
42205 Chemical Supplies	0	0	0	0	3,800	NA	NA
42220 Clothing Supplies	0	0	0	0	3,800	NA	NA
42252 Educational & Rec. Suppl	0	0	0	0	9,000	NA	NA
42281 Apparatus and Tools	0	0	0	0	6,500	NA	NA
42300 Merchandise COGS	0	0	0	0	45,000	NA	NA
Supplies Subtotal	0	0	0	0	83,350	NA	NA
43350 Buildings	0	0	0	0	35,400	NA	NA
43355 Recreation Facilities	0	0	0	0	22,000	NA	NA
Maintenance Subtotal	0	0	0	0	57,400	NA	NA
44525 Utilities	0	0	0	0	151,800	NA	NA
44540 Professional Services	0	0	0	0	343,000	NA	NA
44560 Marketing & Promotion	0	0	0	0	35,000	NA	NA
44573 Leases and Rentals	0	0	0	0	17,750	NA	NA
Services Subtotal	0	0	0	0	547,550	NA	NA
48860 Machinery & Equipment	0	0	0	0	23,000	NA	NA
Capital Outlay Subtotal	0	0	0	0	23,000	NA	NA
Transfers Subtotal	0	0	0	0	0		
LAKE PARKS TOTAL	0	0	0	0	711,300	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	711,300	NA	NA

Parks & Recreation - Lake Parks

119-312-3

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	15,250
Office, Cabin, Amenity, Store Supplies, print of collateral material/marketing pieces and general park operation supplies	
<u>42205</u> <u>Chemical Supplies</u>	3,800
Fireant control, pest, weed control, fertilizer, janitorial cleaners	
<u>42252</u> <u>Educational & Rec Supp</u>	9,000
Concerts, Easter Activities, Halloween Activities, SpringFest Event/FallFest Event, Misc. Activity Supplies, Event Food Beverage (i.e. s'mores, donuts, hotdogs, etc.)	
<u>42281</u> <u>Apparatus and Tools</u>	6,500
Trash cans, kayaks, rental bikes outdoor furniture, tools	
<u>43355</u> <u>Recreation Facilities</u>	22,000
Picnic tables, Fire Rings, bbq grills, docks/repair, signage, shade/picnic pavilion repair/replace, sand	
<u>44540</u> <u>Professional Services</u>	343,000
Camp Hosts, Tree Maintenance, Janitorial, Mowing, Cabin Cleaning, Contractors/Camp Hosts, Laundry Services & Misc. Contractor Services	
<u>44560</u> <u>Marketing & Promotion</u>	35,000
Various Print and digital marketing and promotions for The Vineyards	
<u>44573</u> <u>Leases and Rentals</u>	17,750
port-a-potties, golf carts, misc. rental equipment	
<u>48860</u> <u>Machinery & Equipment</u>	23,000
Wifi Node upgrade, cable conversion equipment, control gate	

**Parks & Recreation - Lake Parks
119-312-4**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	4,150
Maintenance	0	0	0	0	5,500
Services	0	0	0	0	104,750
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	0	0	0	114,400

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 subsidation of non campground pa
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can be considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

**Parks & Recreation - Lake Parks
119-312-4**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	3,100	NA	NA
42205 Chemical Supplies	0	0	0	0	300	NA	NA
42281 Apparatus and Tools	0	0	0	0	750	NA	NA
Supplies Subtotal	0	0	0	0	4,150	NA	NA
43350 Buildings	0	0	0	0	500	NA	NA
43355 Recreation Facilities	0	0	0	0	5,000	NA	NA
Maintenance Subtotal	0	0	0	0	5,500	NA	NA
44525 Utilities	0	0	0	0	13,750	NA	NA
44540 Professional Services	0	0	0	0	88,000	NA	NA
44573 Leases and Rentals	0	0	0	0	3,000	NA	NA
Services Subtotal	0	0	0	0	104,750	NA	NA
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0		
LAKE PARKS TOTAL	0	0	0	0	114,400	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	114,400	NA	NA

Comments / Justification

42200 Operating Supplies general park operating expenses	3,100
42205 Chemical Supplies fire ant control, weed control, fertilizer	300
42281 Apparatus and Tools misc. tools	750
43355 Recreation Facilities Picnic tables, Fire Rings, bbq grills, docks/repair, signage shade/picnic pavilions, sand	5,000
44540 Professional Services Tree Maintenance, Janitorial, Mowing, Litter & Misc. Contractor Services	88,000
44573 Leases and Rentals Port-a-potties, Misc. Equipment	3,000

**Parks & Recreation - Lake Parks
119-312-5**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	3,700
Maintenance	0	0	0	0	3,500
Services	0	0	0	0	41,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	0	0	0	48,700

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 subsidation of non campground park
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can be considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

Parks & Recreation - Lake Parks
119-312-5

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	2,200	NA	NA
42205 Chemical Supplies	0	0	0	0	1,000	NA	NA
42281 Apparatus and Tools	0	0	0	0	500	NA	NA
Supplies Subtotal	0	0	0	0	3,700	NA	NA
43355 Recreation Facilities	0	0	0	0	3,500	NA	NA
Maintenance Subtotal	0	0	0	0	3,500	NA	NA
44525 Utilities	0	0	0	0	2,500	NA	NA
44540 Professional Services	0	0	0	0	33,000	NA	NA
44573 Leases and Rentals	0	0	0	0	6,000	NA	NA
Services Subtotal	0	0	0	0	41,500	NA	NA
Capital Outlay Subtotal	0	0	0	0	0	NA	NA
Transfers Subtotal	0	0	0	0	0		
<hr/> LAKE PARKS TOTAL	0	0	0	0	48,700	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	48,700	NA	NA

Parks & Recreation - Lake Parks

119-312-5

Comments / Justification

42200 Operating Supplies

General Park Operating supplies

2,200

42205 Chemical Supplies

Fireant control, weed control, fertilizer, janitorial cleaners

1,000

42281 Apparatus and Tools

misc. tools

500

43355 Recreation Facilities

Picnic tables, Fire Rings, bbq grills, docks/repair, signage shade/picnic pavilion maintenance

3,500

44540 Professional Services

Tree Maintenance, Janitorial, Mowing, Cabin Cleaning & Misc. Contractor Services

33,000

44573 Leases and Rentals

Port-a-potties & Misc. Equipmet

6,000

**Parks & Recreation - Lake Parks
119-312-6**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	9,350
Maintenance	0	0	0	0	5,750
Services	0	0	0	0	58,100
Capital Outlay	0	0	0	0	30,000
Transfers	0	0	0	0	0
Total	0	0	0	0	103,200

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 subsidation of non campground par
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

Parks & Recreation - Lake Parks
119-312-6

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	3,500	NA	NA
42205 Chemical Supplies	0	0	0	0	550	NA	NA
42220 Clothing Supplies	0	0	0	0	300	NA	NA
42252 Educational & Rec. Suppl	0	0	0	0	4,000	NA	NA
42281 Apparatus and Tools	0	0	0	0	1,000	NA	NA
Supplies Subtotal	0	0	0	0	9,350	NA	NA
43350 Buildings	0	0	0	0	750	NA	NA
43355 Recreation Facilities	0	0	0	0	5,000	NA	NA
Maintenance Subtotal	0	0	0	0	5,750	NA	NA
44525 Utilities	0	0	0	0	3,100	NA	NA
44540 Professional Services	0	0	0	0	53,000	NA	NA
44560 Marketing & Promotion	0	0	0	0	2,000	NA	NA
Services Subtotal	0	0	0	0	58,100	NA	NA
48860 Machinery & Equipment	0	0	0	0	30,000	NA	NA
Capital Outlay Subtotal	0	0	0	0	30,000	NA	NA
Transfers Subtotal	0	0	0	0	0		
<hr/> LAKE PARKS TOTAL	0	0	0	0	103,200	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	103,200	NA	NA

Parks & Recreation - Lake Parks

119-312-6

Comments / Justification

<u>42200</u> <u>Operating Supplies</u> General Park Operating supplies	3,500
<u>42205</u> <u>Chemical Supplies</u> Fireant control, weed control, fertilizer, janitorial cleaners	550
<u>42252</u> <u>Educational & Rec Supp</u> Survival Camps and Outdoor Program activity Supplies	4,000
<u>42281</u> <u>Apparatus and Tools</u> Trash cans, sports equipment, tools	1,000
<u>43350</u> <u>Buildings</u> restroom/facility maintenance	750
<u>43355</u> <u>Recreation Facilities</u> Picnic tables, Fire Rings, bbq grills, docks/repair, signage shade/picnic pavilion repair, playground maintenance/surfacing	5,000
<u>44540</u> <u>Professional Services</u> Tree Maintenance, Janitorial, Mowing, Litter & Misc. Contractor Services	53,000
<u>44560</u> <u>Marketing & Promotion</u> marketing/promotion for camps & outdoor programs	2,000

**Parks & Recreation - Lake Parks
119-312-7**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted bdtg	2015-16 Estimate	2016-17 Proposed Bdtg
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	42,150
Maintenance	0	0	0	0	24,000
Services	0	0	0	0	165,750
Capital Outlay	0	0	0	0	15,000
Transfers	0	0	0	0	0
Total	0	0	0	0	246,900

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 subsidation of non campground pa
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

Parks & Recreation - Lake Parks
119-312-7

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0	NA	NA
42200 Operating Supplies	0	0	0	0	9,700	NA	NA
42205 Chemical Supplies	0	0	0	0	2,550	NA	NA
42220 Clothing Supplies	0	0	0	0	900	NA	NA
42252 Educational & Rec. Suppl	0	0	0	0	2,500	NA	NA
42281 Apparatus and Tools	0	0	0	0	15,500	NA	NA
42285 Motor Vehicle Fuel	0	0	0	0	1,000	NA	NA
42300 Merchandise COGS	0	0	0	0	10,000	NA	NA
Supplies Subtotal	0	0	0	0	42,150	NA	NA
43350 Buildings	0	0	0	0	5,000	NA	NA
43355 Recreation Facilities	0	0	0	0	17,500	NA	NA
43430 Motor Vehicle Maint.	0	0	0	0	500	NA	NA
43465 Misc. Equipment Maint.	0	0	0	0	1,000	NA	NA
Maintenance Subtotal	0	0	0	0	24,000	NA	NA
44525 Utilities	0	0	0	0	22,350	NA	NA
44540 Professional Services	0	0	0	0	138,150	NA	NA
44560 Marketing & Promotion	0	0	0	0	750	NA	NA
44573 Leases and Rentals	0	0	0	0	4,500	NA	NA
Services Subtotal	0	0	0	0	165,750	NA	NA
48860 Machinery & Equipment	0	0	0	0	15,000	NA	NA
Capital Outlay Subtotal	0	0	0	0	15,000	NA	NA
Transfers Subtotal	0	0	0	0	0		
LAKE PARKS TOTAL	0	0	0	0	246,900	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	0	0	0	0	245,400	NA	NA

Parks & Recreation - Lake Parks

119-312-7

Comments / Justification

<u>42200</u> <u>Operating Supplies</u> gate house, amenity, and general park operational supplies	9,700
<u>42205</u> <u>Chemical Supplies</u> Fireant control, weed control, fertilizer, janitorial cleaners	2,500
<u>42220</u> <u>Clothing Supplies</u> host shirts/uniform	900
<u>42252</u> <u>Educational & Rec Supp</u> outdoor recreation program supplies	2,500
<u>42281</u> <u>Apparatus and Tools</u> Trash cans, kayaks, outdoor recreation equipment, furniture, tools	15,500
<u>42285</u> <u>Motor Vehicle Fuel</u> MM park vehicle supplies	1,000
<u>43350</u> <u>Buildings</u> restroom, gate house maintenance	5,000
<u>43355</u> <u>Recreation Facilities</u> Picnic tables, Fire Rings, bbq grills, docks/repair, signage shade/picnic pavilion replace/repair, sand	17,500
<u>43465</u> <u>Misc. Equipment Maint</u> MM park misc. equipment maintenance	1,000
<u>44540</u> <u>Professional Services</u> Tree Maintenance, Janitorial, Mowing, Litter & Misc. Contractor Services	138,150
<u>44560</u> <u>Marketing & Promotion</u> marketing and promotion for outdoor recreation programs and activities	750
<u>44573</u> <u>Leases and Rentals</u> Port-a-potties & Misc. Equipment	4,500
<u>48860</u> <u>Machinery & Equipment</u> gate house and rental building technology and communication upgrades	15,000

**Parks & Recreation - Lake Parks
119-312-9**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	190,863	96,929	156,248	125,779	222,667
Supplies	268,836	104,168	184,100	44,217	85,950
Maintenance	197,773	54,656	111,000	92,848	3,000
Services	1,248,654	832,030	1,209,091	731,955	96,211
Capital Outlay	91,723	6,918	81,000	40,511	4,000
Transfers	491,497	405,759	121,050	46,314	147,450
Total	2,489,347	1,500,460	1,862,489	1,081,624	559,278

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 subsidation of non campground par
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual*	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Campground occupancy rate	61%	53%	65%	65%	68%
Annual boat ramp passes sold (resident / non-resident)	634 / 331	71/70	750/400	750/400	700/300
Pavilion rentals	200	137	200	200	200
Revenue	\$2,209,672	\$1,361,688	\$2,287,000	\$2,287,000	\$2,188,000
Lake Park Recreation Program Participation	N/A	N/A	1,000	1,000	2000
Outdoor Rec Rentals/Revenue	N/A	N/A	N/A	N/A	880/\$15,000

*FY14-15 Actuals can considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter

Parks & Recreation - Lake Parks
119-312-9

<u>Expenditure Detail</u>	2013-14	2014-15	2015-16	2015-16	2016-17	Change from	Change from
	Actual	Actual	Adopted Bdgt	Estimate	Proposed Bdgt	FY15 Actual	FY16 Budget
41100 Salaries-Full Time	142,403	71,448	115,375	89,607	169,939	137.85%	47.29%
41107 Salaries-Overtime	13,757	7,818	8,000	9,839	9,000	15.12%	12.50%
41180 Salaries-Pt. and Hourly	54	0	4,866	3,936	5,240	#DIV/0!	7.69%
41224 PARS	1	0	63	51	63	#DIV/0!	0.00%
41236 TMRS Benefits	29,963	15,355	23,922	19,277	32,546	111.96%	36.05%
41247 Medicare	2,254	1,127	1,890	1,466	2,553	126.62%	35.08%
41271 Salaries-Longevity	1,190	312	432	384	824	164.10%	90.74%
41273 Salaries-SLBB	1,242	870	1,700	1,219	2,502	187.56%	47.18%
Personnel Services Subtotal	190,863	96,929	156,248	125,779	222,667	129.72%	42.51%
42200 Operating Supplies	140,740	64,482	55,000	10,000	11,000	-82.94%	-80.00%
42205 Chemical Supplies	11,122	57	9,500	5,498	0	NA	NA
42220 Clothing Supplies	4,969	2,391	6,500	854	600	-74.90%	-90.77%
42252 Educational & Rec. Suppl	0	121	18,000	5,201	7,000	5706.72%	-61.11%
42261 Postage Charges	26	12	100	31	100	738.22%	0.00%
42281 Apparatus and Tools	37,507	7,459	30,000	8,124	2,250	-69.84%	-92.50%
42285 Motor Vehicle Fuel	9,886	5,731	5,000	2,108	5,000	-12.76%	0.00%
42300 Merchandise COGS	64,585	23,915	60,000	12,402	60,000	150.88%	0.00%
Supplies Subtotal	268,836	104,168	184,100	44,217	85,950	-17.49%	-53.31%
43301 Transportation Infrastr.	2,700	0	0	0	0	NA	NA
43350 Buildings	90,546	15,716	40,000	25,106	0	NA	NA
43355 Recreation Facilities	101,242	38,445	65,000	65,773	0	NA	NA
43430 Motor Vehicle Maint.	301	509	2,000	0	1,000	96.48%	-50.00%
43465 Misc. Equipment Maint.	2,985	-14	4,000	1,969	2,000	-14154.81%	-50.00%
Maintenance Subtotal	197,773	54,656	111,000	92,848	3,000	-94.51%	-97.30%
44505 Training, travel, dues	10,412	9,158	8,000	9,298	8,000	-12.64%	0.00%
44525 Utilities	186,324	155,037	225,000	57,044	0	NA	NA
44535 Financial Service Fees	0	27,848	56,472	8,513	1,216	-95.63%	-97.85%
44540 Professional Services	918,434	507,938	770,000	486,948	3,700	-99.27%	-99.52%
44560 Marketing & Promotion	0	38,291	40,000	44,651	4,250	-88.90%	-89.38%
44565 Advert, Publications, Subs	0	1,950	0	0	0	NA	NA
44573 Leases and Rentals	77,634	35,163	47,500	45,743	6,500	-81.51%	-86.32%
44627 Ins., Fleet & IT Charges	53,320	55,433	59,619	79,759	70,045	26.36%	17.49%
47904 Arbitrage Fee	2,530	1,212	2,500	0	2,500	106.27%	0.00%
Services Subtotal	1,248,654	832,030	1,209,091	731,955	96,211	-88.44%	-92.04%
48840 Buildings	91,723	0	10,000	0	0	NA	NA
48860 Machinery & Equipment	0	6,918	71,000	40,511	4,000	-42.18%	-94.37%
Capital Outlay Subtotal	91,723	6,918	81,000	40,511	4,000	-42.18%	-95.06%
54100 Administrative Fee-7.5%	167,524	84,745	121,050	46,314	147,450	73.99%	21.81%
54130 Trans. to Debt Service	323,973	321,014	0	0	0	NA	NA
Transfers Subtotal	491,497	405,759	121,050	46,314	147,450	-63.66%	21.81%
		0					
LAKE PARKS TOTAL	2,489,347	1,500,460	1,862,489	1,081,624	559,278	NA	NA
Less Salaries, Vehicle Maintenance & Fuel, Lease	2,234,977	1,341,857	1,639,622	873,979	260,566	NA	NA

Parks & Recreation - Lake Parks

119-312-9

Comments / Justification

<u>42200</u> <u>Operating Supplies</u> office, administration and general lake parks operating supplies	11,000
<u>42220</u> <u>Clothing Supplies</u> Staff shirts & jackets	600
<u>42252</u> <u>Educational & Rec Supp</u> Lake Park Recreation Programs and Activity supplies.	7,000
<u>42281</u> <u>Apparatus and Tools</u> trash cans, outdoor furniture, misc. tools and equipment	2,250
<u>42285</u> <u>Motor Vehicle Fuel</u> Supplies for Lake Park Vehicles	5,000
<u>44505</u> <u>Training, travel, dues</u> NRPA, ARVC (conference & dues), TACO (conference & dues), Trail Conference School or Equivalent, Hospitality	8,000
<u>44560</u> <u>Marketing & Promotion</u> various print and digital media for general Lake Parks promotion	4,250
<u>44573</u> <u>Leases and Rentals</u> general equipment rental for Lake Park Events, programs or maintenance	6,500
<u>48860</u> <u>Machinery & Equipment</u> trail equipment	4,000

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
4B TRANSIT FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	16,154,778	6,883,186	11,181,914	11,181,914	11,181,914
OPERATING REVENUE:					
Sales Tax	13,012,488	13,556,070	14,250,000	13,993,159	13,923,193
Interest Income	5,919	10,875	6,000	23,539	33,000
Miscellaneous	19,500,000	5,775,030	0	0	0
Total Operating Revenue	32,518,407	19,341,975	14,256,000	14,016,698	13,956,193
TRANSFERS IN:					
Transfer in from Visitor Shuttle Fund	0	0	0	0	0
Total Transfers In	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	32,518,407	19,341,975	14,256,000	14,016,698	13,956,193
OPERATING EXPENDITURES:					
Personnel	0	0	0	0	0
Supplies	0	0	0	0	0
Services	713,534	137,488	7,046,398	12,877	7,051,043
Contractual Services - The T 3/8 Cent	8,829,174	9,222,903	9,740,000	9,524,869	9,471,292
Community Distributions	100,000	0	0	0	0
Capital Outlay	29,498,663	0	0	0	0
Total Operating Expenditures	39,141,371	9,360,391	16,786,398	9,537,746	16,522,334
TRANSFERS OUT:					
Transfer to Visitor Shuttle Fund	365,179	350,590	372,500	370,000	371,103
Transfer to Economic Development Fund	2,000,000	5,136,157	3,562,500	3,498,290	3,480,798
Transfer to Parks Open Space Fund	0	196,108	0	0	0
Transfer to General Fund - Admin Fee	283,450	0	0	0	0
Total Transfers Out	2,648,629	5,682,855	3,935,000	3,868,290	3,851,901
TOTAL EXPENDITURES AND TRANSFERS	41,790,000	15,043,246	20,721,398	13,406,036	20,374,235
SURPLUS / (GAP)	(9,271,592)	4,298,728	(6,465,398)	610,662	(6,418,042)
ENDING FUND BALANCE:	6,883,186	11,181,914	4,716,516	11,792,576	4,763,872
RESERVES:					
Reserved for Economic Development Projects	638,256	1,231,815	1,831,815	1,831,815	2,431,815
Reserved for Train Station Improvements	6,244,930	9,950,099	2,884,701	9,960,761	2,332,056
Total Reserves	6,883,186	11,181,914	4,716,516	11,792,576	4,763,872

**4B Transit and Capital Improvement Funds
Funds 120 & 122**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	0
Maintenance	0	0	0	0	0
Services	9,642,708	9,360,391	16,786,398	9,537,746	16,522,334
Capital Outlay	29,498,663	0	0	0	0
Transfers	2,648,629	5,682,855	3,935,000	3,868,290	3,851,901
Total	41,790,000	15,043,246	20,721,398	13,406,036	20,374,235

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Contractual payments to the the Fort Worth Transit Authority (The "T")	8,829,174	9,222,903	9,740,000	9,740,000	9,471,292
Reserved for Train Station Improvements	6,244,930	9,950,099	2,884,701	3,342,032	2,332,056
Transfers to Grapevine Visitor Shuttle system	365,179	350,590	372,500	370,000	371,103

Fund 120 - 4B Transit Fund

<u>Revenue Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed	Change from FY15 Actual	Change from FY16 Budget
31204 Sales Tax	9,240,844	9,573,493	10,687,500	10,494,869	10,442,395	9.08%	-2.29%
39230 Interest Income	374	1,426	1,000	2,943	3,000	110.32%	200.00%
DIVISION TOTAL	9,241,218	9,574,919	10,688,500	10,497,812	10,445,395	9.09%	-2.27%
<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2015-16 Proposed	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0		
Supplies Subtotal	0	0	0	0	0		
Maintenance Subtotal	0	0	0	0	0		
44688 Intergovernmental Expenditures	8,829,174	9,222,903	9,740,000	9,524,869	9,471,292	2.69%	-2.76%
Services Subtotal	8,829,174	9,222,903	9,740,000	9,524,869	9,471,292	2.69%	-2.76%
Capital Outlay Subtotal	0	0	0	0	0		
54216 Trans. to Visitor Shuttle Fund	365,179	350,590	372,500	370,000	371,103	5.85%	-0.38%
Transfers Subtotal	365,179	350,590	372,500	370,000	371,103	5.85%	-0.38%
DIVISION TOTAL	9,194,353	9,573,493	10,112,500	9,894,869	9,842,395	2.81%	-2.67%

Comments / Justification

44688 Intergovernmental Expenditures

9,471,292

Payment to The T for commuter rail. Represents 3/8-cent sales tax collections (less Chapter 380 sales tax revenue from Henry Schein and Great Wolf Lodge, estimated at \$600,000 for FY17). Also, 50% of the operating costs for the Grapevine Visitor Shuttle (\$371,103 in FY17) is deducted.

54216 Trans. to Visitor Shuttle Fund

371,103

Equals 50% of the operating costs for the Grapevine Visitor Shuttle

Fund 122 - 4B Capital Improvement

<u>Revenue Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2015-16 Proposed	Change from FY15 Actual	Change from FY16 Budget
31204 Sales Tax	3,771,644	3,982,577	3,562,500	3,498,290	3,480,798	NA	-2.29%
39230 Interest Income	7,691	9,519	5,000	30,580	30,000	215.14%	500.00%
39250 Change in Investment Value	-2,145	-71	0	-9,984	0	-100.00%	0.00%
39950 Sales of Fixed Assets	0	5,775,030	0	0	0	-100.00%	0.00%
53700 Other Financing Sources	19,500,000	0	0	0	0	0.00%	0.00%
DIVISION TOTAL	23,277,189	9,767,055	3,567,500	3,518,886	3,510,798	-64.05%	-1.59%
<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2015-16 Proposed	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0		
Supplies Subtotal	0	0	0	0	0		
Maintenance Subtotal	0	0	0	0	0		
44520 Engr & Design Services	0	7,000	0	0	0	-100.00%	0.00%
44535 Financial Service Fees	0	6,664	9,168	7,052	13,813	107.26%	50.66%
44540 Professional Services	17,917	123,824	7,037,230	5,825	7,037,230	5583.26%	0.00%
44686 Community Distributions	100,000	0	0	0	0	0.00%	0.00%
47678 Interest -4B Economic Dev 2014	442,689	0	0	0	0	0.00%	0.00%
47905 Bond Issuance Expense	252,928	0	0	0	0	0.00%	0.00%
Services Subtotal	813,534	137,488	7,046,398	12,877	7,051,043	5028.48%	0.07%
48800 Purchase of Land	29,498,663	0	0	0	0	0.00%	0.00%
Capital Outlay Subtotal	29,498,663	0	0	0	0	0.00%	0.00%
54100 Trans. to Gen Fund - Admin Fee	283,450	0	0	0	0	0.00%	0.00%
54124 Trans. to Econ Devl Fund	2,000,000	5,136,157	3,562,500	3,498,290	3,480,798	-32.23%	-2.29%
54171 Trans. To Parks Open Space	0	196,108	0	0	0	-100.00%	0.00%
Transfers Subtotal	2,283,450	5,332,265	3,562,500	3,498,290	3,480,798	-34.72%	-2.29%
DIVISION TOTAL	32,595,647	5,469,753	10,608,898	3,511,167	10,531,841	92.55%	-0.73%

Comments / Justification

44535 Financial Service Fees 13,813
 Audit fees \$13,813

44540 Professional Services 7,037,230
 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.

54124 Trans. to Econ Devl Fund 3,480,798
 Represents the 1/8 cent portion of the sales tax that has been earmarked for economic development.

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
ECONOMIC DEVELOPMENT FUND

	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING FUND BALANCE:	0	3,909,596	6,132,861	6,132,861	7,025,955
OPERATING REVENUE:					
Interest Income	1,416	6,855	16,197	15,386	16,000
Miscellaneous	0	62	0	0	0
Total Operating Revenue	1,416	6,917	16,197	15,386	16,000
TRANSFERS IN:					
Transfer in from General Fund	1,000,000	4,624	0	0	0
Transfer in from 4B Fund	2,000,000	5,136,157	3,562,500	3,498,290	3,480,798
Transfer in from TIF 1 Fund	1,000,000	0	0	0	0
	4,000,000	5,140,781	3,562,500	3,498,290	3,480,798
TOTAL REVENUE AND TRANSFERS	4,001,416	5,147,698	3,578,697	3,513,675	3,496,798
OPERATING EXPENDITURES:					
Personnel	41,541	392,325	443,923	443,089	458,725
Supplies	3,733	14,173	7,800	7,006	7,800
Services	46,546	586,702	1,184,062	315,051	1,156,643
Capital Outlay	0	0	0	0	0
Total Operating Expenditures	91,820	993,199	1,635,785	765,146	1,623,168
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	0	299,207	261,651	260,000	260,214
Transfer to Debt Service Fund	0	1,594,027	1,595,436	1,595,436	1,593,409
Transfer to Capital Equip Fund	0	38,000	0	0	0
Total Transfers Out	0	1,931,234	1,857,087	1,855,436	1,853,623
TOTAL EXPENDITURES AND TRANSFERS	91,820	2,924,434	3,492,872	2,620,582	3,476,791
SURPLUS / (GAP)	3,909,596	2,223,265	85,825	893,094	20,007
ENDING FUND BALANCE:	3,909,596	6,132,861	6,218,686	7,025,955	7,045,962

FY 2016-17 PROPOSED OPERATING BUDGET
 ECONOMIC DEVELOPMENT FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	41,541	392,325	443,923	443,089	458,725
Supplies	3,733	14,173	7,800	7,006	7,800
Services	46,546	586,702	1,184,062	315,051	1,156,643
Transfers	0	1,931,234	1,857,087	1,855,436	1,853,623
	91,820	2,924,434	3,492,872	2,620,582	3,476,791

<u>ECONOMIC DEVELOPMENT</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Director of Economic Development	1	1	1	1	1
Development Manager	0	1	1	1	1
Economic Development Coordinator	0	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
TOTAL CITY SECRETARY POSITION:	1.50	3.50	3.50	3.50	3.50

**Economic Development Fund
124-124-1**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	41,541	392,325	443,923	443,089	458,725
Supplies	3,733	14,173	7,800	7,006	7,800
Services	46,546	586,702	1,184,062	315,051	1,156,643
Transfers	0	1,931,234	1,857,087	1,855,436	1,853,623
Total	91,820	2,924,434	3,492,872	2,620,582	3,476,791

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Support Targeted real estate development:					
- Complete a market and site	1	1	1	1	1
Business retention and new business development:					
- Local business visits	25	25	45	45	45
- Broker meetings	6	6	10	10	10
- Presentations to Chamber of Commerce and ED partnership	12	12	12	12	12
- Network and retention events at	12	12	18	18	18
- Leads obtained from network and retention events	25	25	35	35	35
- Trade shows attended	2	2	5	5	5
- Social media posts	25	25	1,000	1,000	1,000
Market analysis and trends:					
- Retail and transit oriented	1	1	1	1	1

**Economic Development Fund
124-124-1**

Expenditure Detail	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdt	2015-16 Estimate	2016-17 Proposed Bdt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	33,733	313,647	361,143	361,000	369,259	17.73%	2.25%
41107 Salaries-Overtime	7	0	0	12	0	0.00%	0.00%
41180 Salaries-Pt. and Hourly	0	5,190	0	0	0	-100.00%	0.00%
41236 TMRS Benefits	6,541	61,968	70,211	70,000	71,413	15.24%	1.71%
41247 Medicare	501	4,779	5,341	5,300	5,432	13.67%	1.70%
41271 Salaries-Longevity	0	816	936	912	1,216	49.02%	29.91%
41273 Salaries-SLBB	0	1,632	2,092	1,665	7,205	341.39%	244.41%
41275 Car Allowance	758	4,225	4,200	4,200	4,200	-0.59%	0.00%
Personnel Services Subtotal	41,541	392,325	443,923	443,089	458,725	16.92%	3.33%
42200 Operating Supplies	3,671	13,825	5,000	6,779	5,000	-63.83%	0.00%
42261 Postage and Related Charges	62	348	300	217	300	-13.82%	0.00%
42285 Motor Vehicle Fuel	0	0	2,500	10	2,500	NA	0.00%
Supplies Subtotal	3,733	14,173	7,800	7,006	7,800	-44.97%	0.00%
Maintenance Subtotal	0	0	0	0	0		
44505 Training, travel, dues	0	28,833	25,000	31,614	25,000	-13.29%	0.00%
44525 Utilities	0	0	5,000	0	5,000	NA	0.00%
44535 Financial Service Fees	0	3,500	1,649	1,252	2,321	-33.69%	40.75%
44540 Professional Services	46,546	447,814	88,000	224,933	120,000	-73.20%	36.36%
44560 Marketing & Promotion	0	0	75,000	7,839	55,000	NA	-26.67%
44565 Advert, Publications, Subscri	0	6,555	90,000	0	100,000	1425.52%	11.11%
44627 Insurance, Fleet & IT Charge	0	0	49,413	49,413	49,322	NA	-0.18%
44686 Community Distributions	0	100,000	850,000	0	800,000	700.00%	-5.88%
Services Subtotal	46,546	586,702	1,184,062	315,051	1,156,643	97.14%	-2.32%
Capital Outlay Subtotal	0	0	0	0	0		
54100 Trans. to Gen Fund - Admin	0	299,207	261,651	260,000	260,214	-13.03%	-0.55%
54130 Trans. to Debt Service Fund	0	1,594,027	1,595,436	1,595,436	1,593,409	-0.04%	-0.13%
54325 Trans. to Capital Equip Fund	0	38,000	0	0	0	NA	NA
Transfers Subtotal	0	1,931,234	1,857,087	1,855,436	1,853,623	NA	-0.19%
FUND 124 TOTAL	91,820	2,924,434	3,492,872	2,620,582	3,476,791	18.89%	-0.46%
Less Salaries & Fuel, Insurance, Debt Service & Admin. Fee	50,279	638,875	1,139,949	272,634	1,112,621	74.15%	-2.40%

Comments / Justification

44505 Training, travel, dues	25,000
ED Director: \$ 9550 for ICSC (Texas and National)plus local conferences, ED Manager: \$ 9550 for ICSC (Texas and national) plus local conferences, ED Coordinator: \$ 5900 for ICSC (Texas and National) plus local conferences	
44525 Utilities	5,000
Cell Phone for ED Director and Coordinator (\$2500 each)	
44535 Financial Service Fees	2,321
Audit fees \$2,321.	
44540 Professional Services	120,000
Specific items include incentives analysis and more detailed technical reports tied to special opportunities analysis as well as support studies tied to completion of transactions (surveys, engineering analysis, etc)as well as purchased data	
44686 Community Distributions	800,000
Payments associated with incentives for 380 agreements	

FY 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
UTILITY ENTERPRISE FUND

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
BEGINNING WORKING CAPITAL:	6,625,733	6,253,108	7,203,511	6,062,579	6,062,579	5,196,125
OPERATING REVENUE:						
Water Sales	12,058,529	13,215,522	13,216,512	15,789,592	11,642,751	16,096,803
Wastewater Sales	6,629,881	7,645,169	7,581,393	8,592,093	7,407,341	8,454,198
Tap & Inspection Fees	137,145	146,079	130,709	48,000	144,957	48,000
Reconnects & Transfers	180,945	198,860	202,128	200,000	218,304	200,000
Interest Income	139,910	13,712	29,810	50,000	41,129	50,000
Miscellaneous Income	559,582	981,418	789,171	250,000	1,126,319	250,000
Prior Period Adjustment		0	(1,821,349)	0	0	0
Total Operating Revenue	19,705,991	22,200,761	20,128,375	24,929,685	20,580,801	25,099,001
TRANSFERS IN:	0	45,350	0	0	0	0
TOTAL REVENUE AND TRANSFERS	19,705,991	22,246,110	20,128,375	24,929,685	20,580,801	25,099,001
OPERATING EXPENDITURES:						
Personnel	2,916,458	3,104,911	3,182,925	3,247,519	3,122,618	3,377,528
Supplies	632,368	631,773	453,119	766,649	430,368	815,493
Maintenance	433,868	692,362	37,803	428,719	299,262	437,700
Services	11,635,415	11,795,493	12,551,234	13,847,529	11,934,633	13,907,567
Debt Service	2,859,089	2,820,365	3,032,695	2,371,794	2,298,675	2,222,994
Permanent Capital Maint.	329,694	655,037	423,995	1,000,000	975,000	1,870,000
Capital Outlay	0	0	0	727,750	535,723	312,500
Total Expenditures	18,806,893	19,699,941	19,681,771	22,389,960	19,596,279	22,943,782
TRANSFERS OUT:						
Transfer to General Fund - Admin Fee	1,271,724	1,595,766	1,587,535	1,850,976	1,850,976	1,863,675
Transfer to Capital Equipment Fund	0	0	0	21,424	0	0
Total Transfers Out	1,271,724	1,595,766	1,587,535	1,872,400	1,850,976	1,863,675
TOTAL EXPENDITURES AND TRANSFERS	20,078,616	21,295,707	21,269,306	24,262,360	21,447,255	24,807,457
SURPLUS / (GAP)	(372,625)	950,403	(1,140,932)	667,325	(866,454)	291,544
ENDING WORKING CAPITAL:	6,253,108	7,203,511	6,062,579	6,729,904	5,196,125	5,487,669
FUND BALANCE REQUIREMENT:	3,091,544	3,238,346	3,235,360	3,680,541	3,221,306	3,771,581

* Fund balance requirement is 16% of total net budgeted expenses or 60 days of operation.
The FY 2016-17 projected Ending Working Capital Balance represents **87** days of operation.

FY 2016-17 PROPOSED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
Water Distribution	3,065,796	2,860,988	1,502,470	1,345,751	1,546,303
Water Treatment	9,076,784	9,477,012	10,973,394	9,043,340	10,875,422
Utility Billing	508,772	539,788	659,517	514,632	669,357
Wastewater Collection	1,077,174	898,794	1,522,194	1,237,247	1,122,166
Wastewater Treatment	3,563,845	3,534,640	3,043,125	2,782,269	3,086,278
Utility Administrative Services	3,348,299	3,534,087	5,561,660	5,549,016	5,637,931
Permanent Capital Maintenance	655,037	423,995	1,000,000	975,000	1,870,000
Disaster Recovery	0	4,131	0	1,943	0
Total	21,295,707	21,269,306	24,262,360	21,447,255	24,807,457

<u>PUB WKS - WATER DISTRIBUTION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	0.5	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
TOTAL FULL-TIME POSITIONS	14.50	14.50	14.50	14.50	14.50

DIVISION TOTAL POSITIONS	14.50	14.50	14.50	14.50	14.50
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<u>PUB WKS - WATER TREATMENT</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
W/WW Plant Manager	0	0.5	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
TOTAL FULL-TIME POSITIONS	12.00	12.50	12.50	12.50	12.50

FY 2016-17 PROPOSED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PUB WKS - WW COLLECTION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</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	0.5	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	1	1	1
TOTAL FULL-TIME POSITIONS	10.00	10.00	10.00	10.00	10.00
<u>PUBLIC WORKS - WW TREATMENT</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Deputy Director of Public Works	0.5	0.5	0.5	0.5	0.5
Wastewater Plant Manager	1	0.5	0.5	0.5	0.5
Assistant WW Plant Manager	0	1	1	1	1
Chief Operator	1	1	1	1	1
Plant Operator	3	3	4	4	4
Plant Operator Trainee	3	2	1	1	1
Plant Mechanic II	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	9.50	9.00	9.00	9.00	9.00
<u>UTILITY BILLING</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
Accounting Manager	0	0.5	0.5	0.5	0.5
Accountant	1	0	0	0	0
Utility Billing Customer Svc. Supv.	1	1	1	1	1
Utility Billing Technician	1	1	1	1	1
Customer Service Representative	0	0	0	0	0
Billing Clerk	2	2	2	2	2
A/P Clerk	0.5	0.5	0.5	0.5	0.5
TOTAL FULL-TIME POSITIONS	5.50	5.00	5.00	5.00	5.00
<u>PART-TIME POSITIONS</u>					
Mail Carriers	0.275	0.275	0.275	0.275	0.275
TOTAL PART-TIME POSITIONS	0.28	0.28	0.28	0.28	0.28
DIVISION TOTAL POSITIONS	5.78	5.28	5.28	5.28	5.28
TOTAL UTILITY FUND	51.78	51.28	51.28	51.28	51.28

**Public Works - Water Distribution
200-530-1**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	968,796	967,383	932,931	963,556	974,244
Supplies	58,644	17,454	74,138	30,005	74,142
Maintenance	308,225	8,232	136,519	92,124	137,900
Services	48,969	83,910	91,382	66,880	92,517
Capital Outlay	0	0	267,500	193,186	267,500
Total	3,065,796	2,860,988	1,502,470	1,345,751	1,546,303

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Meter change outs due to failure or inaccuracy (< 1% of total meters)	309	309	<140	<140	<140
Unaccounted water loss	0.23%	0.23%	3.00%	3.00%	3.00%
Meter reading accuracy	99.85%	99.85%	99%	99%	99%
Cycle main line valves system wide	557	557	1,000	1,000	1,000
Flush entire water system annually	1 x Year	1 x Year	1 x Year	1 x Year	1 x Year
Emergency callout response time (minutes)	30	30	30	30	30
Flush dead-end water mains at minimum rate of 3 CFS	159 per month	159 per month	Monthly	Monthly	Monthly
Water meter change outs (per month)	401	401	118	118	118
Clean and inspect elevated and ground water storage tanks (x per year)	7	7	1 x Year	1 x Year	1 x Year

**Public Works - Water Distribution
200-530-1**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdg	2015-16 Estimate	2016-17 Proposed Bdg	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	733,003	731,494	730,685	720,416	766,361	4.77%	4.88%
41107 Salaries-Overtime	51,950	59,701	21,018	54,760	21,018	-64.79%	0.00%
41190 Contract Wages	4,126	0	0	0	0	NA	NA
41212 Certification Pay	2,484	2,293	2,280	2,025	2,280	-0.57%	0.00%
41236 TMRS Benefits	150,637	145,369	147,505	153,021	148,393	2.08%	0.60%
41247 Medicare	9,085	9,339	9,246	9,307	11,291	20.90%	22.12%
41271 Salaries-Longevity	8,016	8,214	7,872	10,896	7,828	-4.70%	-0.56%
41273 Salaries-SLBB	7,270	8,860	12,225	10,980	14,973	69.00%	22.48%
41275 Car Allowance	2,225	2,113	2,100	2,150	2,100	-0.59%	0.00%
Personnel Services Subtotal	968,796	967,383	932,931	963,556	974,244	0.71%	4.43%
42200 Operating Supplies	4,023	4,804	6,200	3,560	6,200	29.06%	0.00%
42205 Chemical Supplies	1,594	2,509	2,612	1,200	2,612	4.11%	0.00%
42210 Computer Equip & Suppli	0	3,111	0	0	0	NA	NA
42220 Clothing Supplies	6,795	6,889	6,626	6,845	6,630	-3.77%	0.06%
42261 Postage Charges	162	140	300	114	300	113.54%	0.00%
42281 Apparatus and Tools	12,339	0	18,400	7,265	18,400	NA	0.00%
42285 Motor Vehicle Fuel	33,731	0	40,000	11,021	40,000	NA	0.00%
Supplies Subtotal	58,644	17,454	74,138	30,005	74,142	324.79%	0.01%
43301 Infrastructure Maint.	66,908	0	60,000	27,798	60,000	NA	0.00%
43350 Building Maintenance	376	0	0	0	0	NA	NA
43360 Water Infrastructure	71,895	0	66,900	54,302	66,900	NA	0.00%
43465 Misc. Equipment Maint.	169,046	8,232	9,619	10,024	11,000	33.63%	14.36%
Maintenance Subtotal	308,225	8,232	136,519	92,124	137,900	1575.24%	1.01%
44500 IT Software License & M	0	4,680	27,645	20,715	21,120	100.00%	-23.60%
44505 Training, travel, dues	8,092	10,616	10,934	9,030	10,934	3.00%	0.00%
44525 Utilities	6,680	7,159	10,212	6,593	11,012	53.83%	7.83%
44535 Financial Service Fees	0	7,660	0	0	0		
44540 Professional Services	34,167	53,489	38,494	30,542	45,354	-15.21%	17.82%
44573 Leases and Rentals	30	307	4,097	0	4,097	1233.31%	0.00%
Services Subtotal	48,969	83,910	91,382	66,880	92,517	10.26%	1.24%
48860 Machinery & Equipment	0	0	0	14,760	0		
48910 Motor Vehicles	0	0	147,000	29,700	147,000	NA	0.00%
48930 Water System Improv.	0	0	120,500	148,726	120,500	NA	0.00%
Capital Outlay Subtotal	0	0	267,500	193,186	267,500	100.00%	0.00%
Transfers Subtotal	0	0	0	0	0		
47910 OPEB-Expense	256,386	263,526	0	0	0		
47920 Unfunded TMRS expense	21,668	0	0	0	0		
49615 Amortization/Deprec. Exp	890,531	860,718	0	0	0	NA	NA
49616 Depreciation-Contrib. Cap	512,577	659,765	0	0	0	NA	NA
Utility Bond Expense Subtotal	1,681,162	1,784,010	0	0	0	NA	NA
DIVISION TOTAL	3,065,796	2,860,988	1,502,470	1,345,751	1,546,303	-45.95%	2.92%
Less Salaries & Fuel	382,107	109,596	529,539	371,174	532,059	385.47%	0.48%

Public Works - Water Distribution

200-530-1

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	6,200
Warehouse Supplies, Office Supplies, Printing, Advertising, Copies.	
<u>42205</u> <u>Chemical Supplies</u>	2,612
Sod,Oxygen & Acetylene.	
<u>42220</u> <u>Clothing Supplies</u>	6,630
Safety Boots, Uniform Shirts, Uniform Pants, Jacket/Coverall, T-shirts.	
<u>42261</u> <u>Postage Charges</u>	300
Return items for repair.	
<u>42281</u> <u>Apparatus and Tools</u>	18,400
Street saw blades,Trash pump & hoses, Minor hand tools, Cut off saw blades, 6" and 4" hoses,Stihl cut off saw, Metal locaters.	
<u>43301</u> <u>Infrastructure Maint.</u>	60,000
Wash rock (ton),Cushion sand (yd),Pavement repairs, Cast iron fitting.	
<u>43360</u> <u>Water Infrastructure</u>	66,900
Maint & repair of water lines,Water tower maint, Materials and fittings, Water meter repair.	
<u>43465</u> <u>Misc. Equipment Maint.</u>	11,000
Metal detector maint,Street saw maint, Cut-off saw maint, Chainsaw maint, Jackhammer maint,Portable pump maint, Whacker Packer maint, Datamatic maintance agreement.	
<u>44500</u> <u>IT Software License & Maint Fees</u>	21,120
Cartegraph Annual License & Support, Water model license renewal, Consulting Services Data Mgmt,Cartegraph license transition, ESRI user pack, Cartegraph mobile license, GPS software	
<u>44505</u> <u>Training, travel, dues</u>	10,934
Water/Wastewater class, TWUA membership dues, BPAT license renewal, Class C license renewal, License training, Texas Excavation Safety System dues, Per diem (3 attendees/ 12 classes, TWUA Training seminar (USC), Annual Cartegraph Conference	
<u>44525</u> <u>Utilities</u>	11,012
Mobile phone w/ data, Local phone service, Communication device towers, Phone replacement	
<u>44540</u> <u>Professional Services</u>	45,354
Engineering professional Services, Water tower inspection, Water tower cleaning Laboratory Fees, Fire line sprinkler inspection, Microsoft CAL, AWWA membership PW Director, Dart License Agreement	
<u>44573</u> <u>Leases and Rentals</u>	4,097
Equip rental for repairs, Minor equipment rental	
<u>48910</u> <u>Motor Vehicles</u>	147,000
Replacement for 1998 Freightliner FL70 Flatbed dump \$115,000; Replacement for 2000 Chevrolet 1/2 ton P/U (F-150) \$32,000	
<u>48930</u> <u>Water System Improv.</u>	120,500
Residential (5/8") Meter replacement, Meter box replacement, Meter box lid replacement, Meter risers for replacement	

**Public Works - Water Treatment
200-530-2**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	735,425	717,592	797,342	736,448	837,868
Supplies	300,289	242,073	381,346	208,071	403,837
Maintenance	102,595	10,297	60,215	66,765	60,215
Services	7,930,777	8,480,711	9,734,491	8,032,055	9,573,502
Capital Outlay	0	0	0	0	0
Total	9,076,784	9,477,012	10,973,394	9,043,340	10,875,422

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
TOC compliance	100%	100%	100%	100%	100%
Average NTU / turbidity level	0.066	0.066	<0.10	<0.10	<0.10
Average manganese level	0.009	0.009	0.010	0.010	0.010
THM / HHA5s formation limit	37.1 / 16.5	37.1 / 16.5	<50/30	<50/30	<50/30
Distribution system bacteriological samples per month	50.0	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)	7.450	7.450	8.000	8.000	8.000
Maintenance costs (quarterly) per million gallons of water treated	\$50.22	\$50.22	<\$38.00	<\$38.00	<\$38.00

**Public Works - Water Treatment
200-530-2**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	563,475	555,585	624,424	558,023	658,146	18.46%	5.40%
41107 Salaries-Overtime	30,859	28,469	21,111	32,737	21,111	-25.85%	0.00%
41212 Certification Pay	4,299	4,167	4,320	4,421	4,560	9.43%	5.56%
41236 TMRS Benefits	115,511	108,183	125,425	116,658	127,150	17.53%	1.38%
41247 Medicare	8,646	8,550	9,542	8,686	9,675	13.15%	1.39%
41271 Salaries-Longevity	4,476	4,004	3,456	4,832	4,396	9.79%	27.20%
41273 Salaries-SLBB	8,159	8,633	9,064	11,090	12,830	48.62%	41.55%
Personnel Services Subtotal	735,425	717,592	797,342	736,448	837,868	16.76%	5.08%
42200 Operating Supplies	45,331	44,504	41,767	46,451	45,540	2.33%	9.03%
42205 Chemical Supplies	240,516	182,347	321,700	149,817	340,418	86.69%	5.82%
42220 Clothing Supplies	4,875	7,340	5,995	3,101	5,995	-18.33%	0.00%
42261 Postage Charges	1,376	1,144	2,446	617	2,446	113.90%	0.00%
42281 Apparatus and Tools	2,892	1,221	4,438	2,933	4,438	263.33%	0.00%
42285 Motor Vehicle Fuel	5,299	5,517	5,000	5,151	5,000	-9.37%	0.00%
Supplies Subtotal	300,289	242,073	381,346	208,071	403,837	66.82%	5.90%
43350 Building Maintenance	3,138	10,167	10,008	13,596	10,008	-1.56%	0.00%
43360 Water Infrastructure	63,557	0	50,207	51,244	50,207	NA	0.00%
43430 Motor Vehicle Maintenanc	20	0	0	0	0	NA	NA
43465 Misc. Equipment Maint.	35,881	130	0	1,925	0	NA	NA
Maintenance Subtotal	102,595	10,297	60,215	66,765	60,215	484.80%	0.00%
44500 IT Software License & Ma	0	0	26,575	17,423	22,580	#DIV/0!	-15.03%
44505 Training, travel, dues	4,852	6,436	8,364	7,790	8,364	29.95%	0.00%
44525 Utilities	313,735	335,569	360,426	368,974	387,574	15.50%	7.53%
44540 Professional Services	110,922	127,864	152,574	132,984	157,574	23.24%	3.28%
44573 Leases & Rentals	3,650	157	1,904	268	1,904	1110.35%	0.00%
44598 Purchase/Storage/Treat.	7,497,617	8,010,684	9,184,648	7,504,616	8,995,506	12.29%	-2.06%
Services Subtotal	7,930,777	8,480,711	9,734,491	8,032,055	9,573,502	12.89%	-1.65%
Capital Outlay Subtotal	0	0	0	0	0		
Transfers Subtotal	0	0	0	0	0		
49615 Amortization/Deprec. Exp	7,698	26,340	0	0	0		
Utility Bond Expense Subtotal	7,698	26,340	0	0	0		
DIVISION TOTAL	9,076,784	9,477,012	10,973,394	9,043,340	10,875,422	14.76%	-0.89%
Less Salaries & Fuel	830,725	716,879	986,404	797,125	1,037,048	44.66%	5.13%

Public Works - Water Treatment

200-530-2

Comments / Justification

42200 Operating Supplies **45,540**

Laboratory supplies, CCR notice printing, Office supplies, Advertising, Janitorial supplies, Mechanical supplies, and \$3,773.00 increase for Reagent TCEQ NAP.

42205 Chemical Supplies **340,418**

Treatment Plant Chemicals, Chemicals for chlorine monitors, Weed killer and solvent, Increase due to increase of price of Caustic.

42220 Clothing Supplies **5,995**

Safety Boots, Uniform Shirts, Uniform Pants, Jacket/Coverall, Slickers, boots, goggles, masks, gloves.

42261 Postage Charges **2,446**

Monthly TCEQ reporting, Chemical shipments from suppliers.

42281 Apparatus and Tools **4,438**

Power tools, pH probes, Minor hand tools.

43350 Building Maintenance **10,008**

Filter and Chemical maintenance/cleaning.

43360 Water Infrastructure **50,207**

Routine repair/prevent maint. of pumps, Routine repair/prevent maint. of motors, Routine repair/prevent maint. elec eqp., Instrument calibration, General up-keep of equipment, Oil & grease.

44500 IT Software License & Maint Fees **22,580**

Cartegraph Annual License & Support, Iconics software license renewal, Cartegraph license transition, ESRI ELA, Upgrading ICONIC

44505 Training, travel, dues **8,364**

Training for CEUs, TWUA membership dues, Water license testing, Class A license renewal, Class C license renewal, Per diem (5 days/11 classes), AWWA Utility Manager ,TWUA Training seminar (Asst W plant & SS), 1/2 PE License, Utility Manger Water Conference.

44525 Utilities **387,574**

Estimated electricity FY 16 (Dewey's estimated increase of 7.73%), Mobile phone w/ data, On call mobile phone, Local phone service, Verizon FIOS month peak demand rate, replacing cell phones.

44540 Professional Services **157,574**

Engineering professional Services, TCEQ inspection fees, Outside laboratory fees, Mowing, Annual inspection of dam aerator, Water conservation brochures & info, Lake Grapevine reservoir accounting plan, Clearwell inspection fees, Transfer well cleaning & inspection, LT2 Cyptosporidium Testing.

44573 Leases and Rentals **1,904**

Equip rental for repairs/crane truck, Oxygen & Acetylene gasses.

44598 Purchase/Storage/Treat. **8,995,506**

TRA purchased treated water (Est 6.800 MGD) CORPS Lake storage O&M & Security City of Dallas raw water purchase (Est 1.800 MGD) City of Dallas increase rates/Park City's MUD (Est 3.49 MGD)

**Administrative Services - Utility Billing
200-530-3**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	256,849	273,451	294,711	287,434	304,551
Supplies	90,017	86,920	110,675	71,791	115,000
Maintenance	500	730	400	0	8,000
Services	161,406	178,688	253,731	155,407	231,806
Capital Outlay	0	0	0	0	10,000
Total	508,772	539,788	659,517	514,632	669,357

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Average active residential accounts per month	12,223	12,223	13,600	13,600	13,600
Average active non-residential accounts per month	1,997	1,997	2,199	2,199	2,199
Average cut-off notices per month	1,140	1,140	1,000	1,000	1,000

**Administrative Services - Utility Billing
200-530-3**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	191,480	211,906	226,171	219,076	234,393	10.61%	3.64%
41107 Salaries-Overtime	5,372	2,109	3,787	2,035	3,787	79.60%	0.00%
41180 Salaries-Pt. and Hourly	14,446	12,457	8,921	11,157	9,911	-20.44%	11.10%
41190 Wages-Contract Labor	0	0	0	980	0		
41224 PARS Benefits	152	165	116	145	129	-21.63%	11.21%
41236 TMRS Benefits	37,958	39,298	45,162	43,566	45,237	15.11%	0.17%
41247 Medicare	3,217	3,245	3,565	3,385	3,586	10.52%	0.59%
41271 Salaries-Longevity	2,284	2,256	2,640	3,296	2,944	30.50%	11.52%
41273 Salaries-SLBB	1,941	2,015	4,349	3,793	4,564	126.45%	4.94%
Personnel Services Subtotal	256,849	273,451	294,711	287,434	304,551	11.37%	3.34%
42200 Operating Supplies	5,953	10,354	20,000	12,954	20,000	93.17%	0.00%
42261 Postage Charges	81,414	76,566	85,000	57,737	85,000	11.02%	0.00%
42281 Apparatus and Tools	2,650	0	5,675	1,100	10,000	#DIV/0!	76.21%
Supplies Subtotal	90,017	86,920	110,675	71,791	115,000	32.31%	3.91%
43465 Misc. Equipment Maint.	500	730	400	0	8,000	995.89%	1900.00%
Maintenance Subtotal	500	730	400	0	8,000	995.89%	1900.00%
44500 IT Software Licence & Mai	0	414	28,000	5,667	28,000	NA	0.00%
44505 Training, travel, dues	783	2,724	4,275	3,775	8,000	193.64%	87.13%
44525 Utilities	0	509	456	405	456	NA	NA
44535 Financial Service Fees	0	138,153	106,000	119,656	106,000	NA	NA
44540 Professional Services	160,623	36,887	115,000	25,904	89,350	142.22%	-22.30%
Services Subtotal	161,406	178,688	253,731	155,407	231,806	29.73%	-8.64%
48860 Machinery/Equip/Implemen	0	0	0	0	10,000	NA	NA
Capital Outlay Subtotal	0	0	0	0	10,000	NA	NA
DIVISION TOTAL	508,772	539,788	659,517	514,632	669,357	24.00%	1.49%
Less Salaries & Fuel	251,923	266,338	364,806	227,198	364,806	36.97%	0.00%

Administrative 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 15,000 utility bills and cut-off notices every month, which equates to 180,000 individual mail outs per year. This does not include special mail-outs that may occur in UB. Also for

42281 Apparatus and Tools

10,000

This budget is for any small apparatus and tool replacements necessary at each workstation in FY 2017.

43465 Miscellaneous Equipment Maintenance

8,000

This includes the annual hardware maintenance agreement cost for our Remit Plus hardware as follows: Technique Data Systems \$425 to maintain the equipment and Jack Henry for AudioTel software maintenance of \$3,000. Also, phone tree annual support agreement with PhoneTree ASA of \$300 and for our mail opener with Complete Mailing Partners for \$500 and any maintenance or further set up costs associated with new security cameras

44500 IT Software Licence & Maint Fees

28,000

This budget is for any IT needs internally and externally for 2016-17.

44505 Training, travel, dues

8,000

This includes professional memberships in AICPA, CPA, GFOA, GFOAT & NGMA and for continuing education costs to meet CPA training requirements. Additional staff development training costs

44525 Utilities

456

This budget is for IPAD data service plans.

44535 Financial Service Fee

106,000

Bank Credit Card Fees

44540 Professional Services

89,350

For Professional Services provided by STW that are allocated to UB at an estimated \$5,000 per year; Additional STW assistance outside of annual agreement \$12,000 per year; Data prose printing services, not including postage fees, estimated at \$25,000; Armored Car pickup at \$15,000 per year.

**Public Works - Wastewater Collection
200-531-1**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	578,024	572,511	660,134	610,272	669,162
Supplies	94,692	11,194	86,450	46,585	86,450
Maintenance	154,541	10,672	145,600	91,609	145,600
Services	128,371	158,599	169,760	146,245	185,954
Capital Outlay	0	0	460,250	342,537	35,000
Utility Bond Expense	121,548	145,819	0	0	0
Total	1,077,174	898,794	1,522,194	1,237,247	1,122,166

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Adopted Bdgt
Pull and inspect lift station pumps	65	65	61	61	61
Reportable sanitary sewer overflows	7	7	0	0	0
Identify and repair I&I problem areas	36	36	36	36	36
Smoke testing of sewer lines (linear feet)	54,030	54,030	53,000	53,000	53,000
Sewer manholes inspected	726	726	322	322	322
Sewer manholes repaired	36	36	33	33	33
Sewer manholes rehabbed	36	36	33	33	33
Clean and inspect lift station wet wells	36	36	30	30	30
TV inspection of sewer lines in linear feet	60,509	60,509	53,000	53,000	53,000
Linear feet of sewer lines cleaned	789,421	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>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	396,796	388,987	497,672	423,608	509,783	31.05%	2.43%
41107 Salaries-Overtime	68,090	70,139	37,045	61,466	37,045	-47.18%	0.00%
41190 Contract Wages	10,095	13,900	0	9,321	0	NA	NA
41212 Certification Pay	1,113	1,266	2,880	299	2,880	127.47%	0.00%
41236 TMRS Benefits	87,993	83,438	103,952	95,217	98,406	17.94%	-5.34%
41247 Medicare	6,521	6,501	7,908	6,989	7,486	15.15%	-5.34%
41271 Salaries-Longevity	3,008	2,928	3,144	4,731	3,632	24.04%	15.52%
41273 Salaries-SLBB	4,407	5,352	7,533	8,641	9,930	85.55%	31.82%
Personnel Services Subtotal	578,024	572,511	660,134	610,272	669,162	16.88%	1.37%
42200 Operating Supplies	2,848	3,288	3,630	1,597	3,630	10.39%	0.00%
42205 Chemical Supplies	2,752	2,950	4,450	632	4,450	50.84%	0.00%
42220 Clothing Supplies	5,977	4,676	5,650	7,228	5,650	20.84%	0.00%
42261 Postage Charges	132	280	360	138	360	28.76%	0.00%
42281 Apparatus and Tools	23,583	0	22,360	10,844	22,360	NA	0.00%
42285 Motor Vehicle Fuel	59,399	0	50,000	26,146	50,000	NA	0.00%
Supplies Subtotal	94,692	11,194	86,450	46,585	86,450	672.32%	0.00%
43301 Infrastructure Maint.	66,609	0	60,000	27,493	60,000	NA	0.00%
43350 Building Maintenance	304	0	0	0	0	NA	NA
43370 Wastewater Treatment l	66,602	0	66,400	52,116	66,400	NA	0.00%
43465 Misc. Equipment Maint	21,025	10,672	19,200	12,000	19,200	79.91%	0.00%
Maintenance Subtotal	154,541	10,672	145,600	91,609	145,600	1264.31%	0.00%
44500 IT Software Licence &	0	10,371	26,314	20,315	19,789	90.81%	-24.80%
44505 Training, travel, dues	7,308	7,938	10,007	8,115	10,007	26.07%	0.00%
44525 Utilities	101,610	121,557	107,871	99,707	130,590	7.43%	21.06%
44540 Professional Services	19,386	18,718	21,226	10,528	21,226	13.40%	0.00%
44573 Leases and Rentals	66	15	4,342	7,580	4,342	29021.40%	0.00%
Services Subtotal	128,371	158,599	169,760	146,245	185,954	17.25%	9.54%
48860 Machinery & Equip	0	0	60,250	0	0	NA	NA
48910 Motor Vehicles	0	0	400,000	342,537	35,000	NA	-91.25%
Capital Outlay Subtotal	0	0	460,250	342,537	35,000	NA	-92.40%
49615 Amortization/Deprec. E	121,548	145,819	0	0	0		
Utility Bond Expense Subtotal	121,548	145,819	0	0	0		
DIVISION TOTAL	1,077,174	898,794	1,522,194	1,237,247	1,122,166	24.85%	-26.28%
Less Salaries & Fuel	318,204	180,464	812,060	600,829	403,004	123.32%	-50.37%

Public Works - Wastewater Collection

200-531-1

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	3,630
Warehouse Supplies Office Supplies Advertising Printing Janitorial	
<u>42205</u> <u>Chemical Supplies</u>	4,450
Sod Barrier plants for lift statons Odor control chemicals Oxygen & Acetylene	
<u>42220</u> <u>Clothing Supplies</u>	5,650
Safety Boots Uniform Shirts Uniform Pants Jacket/Coverall Rain gear & rubber boots T-shirts	
<u>42261</u> <u>Postage Charges</u>	360
Postage	
<u>42281</u> <u>Apparatus & Tools</u>	22,360
Sewer machine hoses Gas detectors Minor hand tools sewer cleaning nozzles 6" and 4" hoses Milltronics/Digital displays & radar Crane slings & rigging equipt	
<u>43301</u> <u>Infrastructure Maint.</u>	60,000
Wash rock (ton) Cushion sand (yd) Pavement repairs Cast iron fitting	
<u>43370</u> <u>WW Trtmt. Infrastr.</u>	66,400
Maint & repair of water lines Lift station maint Motor repairs Misc. lift station electric equipt	
<u>43465</u> <u>Misc. Equip. Maint.</u>	19,200
Calibration of test meter Test & calibrate flower meter Gas detector maintenance Metal detector maintenance Lift station generator maint and rep	
<u>44500</u> <u>IT Software Licence & Maint Fees</u>	19,789
Cartegraph Annual License & Support Microsoft CAL Consulting Services Data Mgmt Cartegraph license transition ESRI ELA Cartegraph mobile license Granite XP Cues camera and software	
<u>44505</u> <u>Training, travel, dues</u>	10,007
One class per year TWUA membership dues license renewal License training Texas Excavation Safety Sytem dues Per diem (9 classes for 4 days) TWUA Training seminar (USC) 1/2 PE license Civil Engineer AWWA membership Civil Engineer Annual Cartegraph Confernece	
<u>44525</u> <u>Utilities</u>	130,590
Mobile phone w/ data \$65/month Local phone servive Estimated electric use FY 16 (Dewey's estimated increase of 21.80%) Phone replacement (\$800 phone replacement).	
<u>44540</u> <u>Professional Services</u>	21,226
Engineering professional Services SCADA repair & troubleshooting Faith Christian School 8" SS Trestle & IRA E Woods 10" SS S Kimball Ave 10" SS	
<u>44573</u> <u>Leases and Rentals</u>	4,342
Trackhoes (per week) Crane (per day)	

**Public Works - Wastewater Treatment (Resource Recovery Facility RRF)
200-531-2**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	525,817	509,037	562,401	522,121	591,703
Supplies	88,131	86,591	111,440	71,317	124,464
Maintenance	120,698	7,527	85,985	48,763	85,985
Services	1,788,081	1,891,935	2,283,299	2,140,068	2,284,126
Capital Outlay	0	0	0	0	0
Total	3,563,845	3,534,640	3,043,125	2,782,269	3,086,278

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Cross-trained operators per year	2	2	1	1	1
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	1.50	1.50	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0
BOD mg/l	4.49	4.49	<5	<5	<5
TSS mg/l	8.47	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	\$1.08	\$1.08	<\$1.25	<\$1.25	<\$1.25
Daily average flow (million gallons per day)	2.968	2.968	<3.49	<3.49	<3.49
Average peak flow (million gallons per day)	4.146	4.146	<5.75	<5.75	<5.75
Quarterly maintenance costs per million gallons treated	\$100.84	\$100.84	<\$66.75	<\$66.75	<\$66.75

**Public Works - Wastewater Treatment (Resource Recovery Facility, RRF)
200-531-2**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	402,698	385,698	430,783	402,791	457,684	18.66%	6.24%
41107 Salaries-Overtime	24,807	20,518	22,660	20,371	22,660	10.44%	0.00%
41212 Certification Pay	2,876	2,679	2,520	2,602	2,640	-1.46%	4.76%
41236 TMRS Benefits	82,341	74,755	88,551	82,723	88,586	18.50%	0.04%
41247 Medicare	6,144	5,848	6,737	6,078	6,740	15.26%	0.04%
41271 Salaries-Longevity	1,084	1,152	1,872	1,808	2,354	104.34%	25.75%
41273 Salaries-SLBB	3,725	3,056	7,178	3,599	8,939	192.48%	24.53%
41275 Car Allowance	650	2,113	2,100	2,150	2,100	-0.59%	0.00%
Personnel Services Subtotal	525,817	509,037	562,401	522,121	591,703	16.24%	5.21%
42200 Operating Supplies	45,707	43,671	38,185	32,992	38,185	-12.56%	0.00%
42205 Chemical Supplies	32,294	36,941	61,076	27,407	74,100	100.59%	21.32%
42220 Clothing Supplies	3,952	3,840	4,430	5,210	4,430	15.36%	0.00%
42261 Postage Charges	518	563	500	479	500	-11.26%	0.00%
42281 Apparatus and Tools	3,343	0	4,249	4,345	4,249	#DIV/0!	0.00%
42285 Motor Vehicle Fuel	2,317	1,575	3,000	884	3,000	90.47%	0.00%
Supplies Subtotal	88,131	86,591	111,440	71,317	124,464	43.74%	11.69%
43350 Building Maintenance	7,949	7,499	5,976	6,548	5,976	-20.31%	0.00%
43370 Wastewater Treatment Inf	110,682	0	80,009	42,215	80,009	NA	0.00%
43430 Motor Vehicle Maintenanc	0	29	0	0	0	NA	NA
43465 Misc. Equipment Maint.	2,067	0	0	0	0	NA	NA
Maintenance Subtotal	120,698	7,527	85,985	48,763	85,985	1042.29%	0.00%
44500 IT Software License & M	0	0	22,935	17,423	14,685	NA	NA
44505 Training, travel, dues	6,788	8,503	9,561	4,868	9,561	12.44%	0.00%
44525 Utilities	249,856	259,652	266,568	218,368	284,332	9.50%	6.66%
44540 Professional Services	231,149	254,264	332,205	269,827	332,205	30.65%	0.00%
44573 Leases and Rentals	1,557	869	1,500	0	1,500	72.68%	0.00%
44598 Purchase/Storage/Treat.	1,298,730	1,368,647	1,650,530	1,629,581	1,641,843	19.96%	-0.53%
Services Subtotal	1,788,081	1,891,935	2,283,299	2,140,068	2,284,126	20.73%	0.04%
Capital Outlay Subtotal	0	0	0	0	0		
49615 Depreciation / Amortizati	664,335	662,767	0	0	0		
49616 Depreciation-Contrib.Cap	376,782	376,782	0	0	0		
Utility Bond Expense Subtotal	1,041,118	1,039,549	0	0	0		
DIVISION TOTAL	3,563,845	3,534,640	3,043,125	2,782,269	3,086,278	-12.68%	1.42%
Less Salaries & Fuel	695,863	615,803	827,194	629,682	849,732	37.99%	2.72%

**Public Works - Wastewater Treatment (Resource Recovery Facility, RRF)
200-531-2**

Comments / Justification

<u>42200</u> <u>Operating Supplies</u>	38,185
Laboratory supplies, Printing, Office supplies, Advertising, Janitorial supplies, Mechanical supplies, Laboratory Instrument.	
<u>42205</u> <u>Chemical Supplies</u>	74,100
Polymer for belt and gravity press, Calcium Hypochlorite, Weed killer and solvent, Lift Station mowing contract.	
<u>42220</u> <u>Clothing Supplies</u>	4,430
Safety Boots, Uniform Shirts, Uniform Pants, Jacket/Coverall, Slickers, boots, goggles, masks, gloves	
<u>42261</u> <u>Postage Charges</u>	500
TCEQ reports and shipment costs for repairs.	
<u>42281</u> <u>Apparatus and Tools</u>	4,249
Specialty tools, Power tools, Minor hand tools.	
<u>43350</u> <u>Building Maintenance</u>	5,976
Control GB, BO Blower maint and clean.	
<u>43370</u> <u>Wastewater Treatment]</u>	80,009
Routine repair/prevent maint of pumps, Routine repair/prevent maint of motors, Routine repair/prevent maint of blowers, Routine repair/prevent maint elec eqp, Instrument calibration, General up-keep of equipment, Oil & grease, UV bulbs, Press belts, Pump repair kits, Misc. Maint.	
<u>44500</u> <u>IT Software License & Maint Fees</u>	14,685
Cartegraph Annual License & Support, Consultant data management , Cartegraph license transition, ESRI ELA, Upgrading ICONIC Genesis	
<u>44505</u> <u>Training, travel, dues</u>	9,561
2 Training classes per year (9 employees), TWUA membership dues, Wastewater license testing, Per diem (2 days/18 classes), Plant manager training classes, WEF, TWUA dues, Test fee/employee.	
<u>44525</u> <u>Utilities</u>	284,332
Estimated electricity FY 16 (Dewey's estimate of increase by 6.74%), Mobile phone w/ data, Local phone service.	
<u>44540</u> <u>Professional Services</u>	332,205
Engineering professional Services, TCEQ inspection fees, Outside laboratory fees, Mowing, Hepatitis shot , Republic hauling/dumpster/trailers, W & WW monitoring and update model.	
<u>44573</u> <u>Leases and Rentals</u>	1,500
Rental of equipment, Oxygen & Acetylene gasses.	
<u>44598</u> <u>Purchase/Storage/Treat.</u>	1,641,843
TRA treatment (est 1.7 MGD)	

**Administrative Services - Utility Administrative Services
200-533-1**

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	0	0	0	0	0
Supplies	0	0	2,600	2,600	11,600
Maintenance	0	0	0	0	0
Services	1,409,837	1,493,774	1,314,866	1,763,978	1,539,662
Utility Bond Payments	342,696	452,778	2,371,794	2,866,071	2,222,994
Capital Outlay	0	0	0	0	0
Transfers	1,595,766	1,587,535	1,872,400	916,368	1,863,675
Total	3,348,299	3,534,087	5,561,660	5,549,016	5,637,931

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).

**Administrative Services - Utility Administrative Services
200-533-1**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0		
42200 Operating Supplies	0	0	2,600	2,600	2,600	NA	0.00%
42210 Computer Equip & Supplies	0	0	0	0	9,000	NA	NA
Supplies Subtotal	0	0	2,600	2,600	11,600	NA	346.15%
44500 IT Software License & Mair	0	23,059	92,240	134,671	76,318	NA	-17.26%
44505 Training, travel, dues	0	543	2,450	6,314	5,000	NA	104.08%
44535 Financial Service Fees	0	16,211	16,282	16,703	16,133	NA	-0.92%
44540 Professional Services	152,235	142,216	0	1,098	81,250	-42.87%	NA
44560 Marketing & Promotion	0	11	0	0	0	-100.00%	NA
44627 Ins., Fleet & IT Charges	1,257,602	1,311,733	1,203,894	1,605,192	1,360,961	3.75%	13.05%
Services Subtotal	1,409,837	1,493,774	1,314,866	1,763,978	1,539,662	3.07%	17.10%
Capital Outlay Subtotal	0	0	0	0	0		
Transfers Subtotal	0	0	0	0	0		
47601 Revenue Bond Interest	244,885	298,502	463,794	324,303	409,994	37.35%	-11.60%
47602 Revenue Bond Principle	0	0	1,905,000	2,540,000	1,810,000	NA	-4.99%
47905 Bond Issuance Expense	0	135,185	0	0	0	-100.00%	0.00%
47900 Paying Agent Fees	0	0	3,000	0	3,000	NA	0.00%
47904 Arbitrage Calculation	0	0	0	1,768	0	0.00%	0.00%
49615 Depreciation Expense	2,008	2,002	0	0	0	-100.00%	0.00%
49620 Amortization Expense	95,803	17,089	0	0	0	-100.00%	0.00%
Utility Bond Expenses Subtotal	342,696	452,778	2,371,794	2,866,071	2,222,994	390.97%	-6.27%
DIVISION TOTAL	1,752,532	1,946,552	3,689,260	4,632,648	3,774,256	93.89%	2.30%
Less Salaries & Fuel, Lease Payments & Insurance	1,409,837	1,493,774	1,317,466	1,766,578	1,551,262	3.85%	17.75%

Comments / Justification

42200 Operating Supplies 2,600
Office Supplies \$2,600.00

44500 IT Software License & Maint Fees 76,318
Database/Data - NCTCOG Orthos - \$6,000.00, Database/Data - Nearmap - \$5,000.00, dware/Software - Computer Replacement / Plotter - \$5,000.00 Hardware/
Software - Esri Extensions - \$2,500.00, Hardware/Software - Esri Software - \$2,500.00, Hardware/Software - Server Replacement -\$3,000.00,
Hardware/Software - SQL License - \$1,000.00, Maintenance - ADOBE - \$200.00, Maintenance - AMAZON - \$300.00, Maintenance - Cityworks -
\$10,000.00, Maintenance - Esri ELA - \$35,000.00, Maintenance - GPS Pathfinder Office - \$265.00, Maintenance - SURVEY MONKEY - \$288.00
Maintenance - TerraSync Professional Maint - \$265.00, Maintenance - TriTech - \$5,000.00

44505 Training, travel, dues 5,000
Developer's Summit & Esri User Conference - \$5,000.00

44540 Professional Services 81,250
Contract Labor - Michael Rogers - \$70,000.00****Contract Labor-Outside Consultant Dev.-\$10,000.00****Phone-\$1,250.00

44627 Ins., Fleet & IT Charges 1,360,961
Insurance \$755,300; Fleet \$217,016; IT \$41,925; Prorated Labor \$346,720

**Public Works - Utility Permanent Capital Maintenance
200-534-0**

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel	0	0	0	0	0
Supplies	0	0	0	0	0
Maintenance	418,764	65,886	1,000,000	975,000	1,870,000
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Utility Bond Expense	236,273	358,108	0	0	0
Transfers	0	0	0	0	0
Total	655,037	423,995	1,000,000	975,000	1,870,000

**Utility Enterprise Fund - Permanent Capital Maintenance
200-534-0**

Expenditure Detail	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
Personnel Services Subtotal	0	0	0	0	0		
Supplies Subtotal	0	0	0	0	0		
43360 Water Supply Infrastructure	252,555	3,000	500,000	500,000	500,000	16566.67%	0.00%
43370 WW Treatment Infrastructure	166,209	62,886	500,000	475,000	1,370,000	2078.54%	174.00%
Maintenance Subtotal	418,764	65,886	1,000,000	975,000	1,870,000	2738.23%	87.00%
Services Subtotal	0	0	0	0	0		
Capital Outlay Subtotal	0	0	0	0	0		
Transfers Subtotal	0	0	0	0	0		
49615 Amortization/Deprec. Exp.	236,273	358,108	0	0	0		
Utility Bond Expenses Subtotal	236,273	358,108	0	0	0		
DIVISION TOTAL	655,037	423,995	1,000,000	975,000	1,870,000	341.04%	87.00%
Less Salaries & Fuel	418,764	65,886	1,000,000	975,000	1,870,000	2738.23%	87.00%

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

1,370,000

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 2016-17 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GOLF FUND

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed
BEGINNING WORKING CAPITAL:	(3,120,963)	(2,977,481)	(4,009,837)	(4,009,837)	(4,061,113)
OPERATING REVENUE:					
Cart and Club Rentals	759,988	517,908	795,000	457,594	775,000
Tournament Fees	4,650	2,950	6,500	1,600	6,500
Driving Range	162,135	137,922	186,000	123,663	185,000
Golf Pro Shop Sales	182,492	152,912	228,000	141,971	203,500
Golf Course Green Fees	1,471,201	1,009,453	1,520,000	976,371	1,500,000
Annual Green Fee Memberships	152,847	121,374	150,000	167,000	150,000
Restaurant % of Sales	42,271	27,884	45,500	18,474	44,200
Lesson Income	7,410	6,882	25,000	10,704	20,000
Interest Income	131	267	155	372	155
Golf Sub-Lease	197,838	189,647	200,000	113,518	200,000
Miscellaneous Income	36,656	342,755	21,500	55,098	21,500
Prior Period Adjustment	0	(616,398)	0	0	0
Total Operating Revenue	3,017,620	1,893,555	3,177,655	2,066,365	3,105,855
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	3,017,620	1,893,555	3,177,655	2,066,365	3,105,855
OPERATING EXPENDITURES:					
Personnel	1,114,299	1,164,779	1,340,568	908,992	1,336,646
Supplies	360,880	333,297	363,513	212,917	334,629
Maintenance	56,733	75,261	127,676	50,368	184,978
Services	753,774	727,941	634,777	465,597	695,904
Debt Service	478,113	533,937	0	0	0
Capital Outlay	0	0	365,998	342,929	286,877
Permanent Capital Maint.	0	0	0	0	0
Disaster Recovery	0	14,987	0	73,388	0
Total Operating Expenditures	2,763,798	2,850,202	2,832,532	2,054,192	2,839,034
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	110,340	75,709	114,000	63,450	112,500
Total Transfers Out	110,340	75,709	114,000	63,450	112,500
TOTAL EXPENDITURES AND TRANSFERS	2,874,138	2,925,911	2,946,532	2,117,642	2,951,534
SURPLUS / (GAP)	143,482	(1,032,356)	231,123	(51,277)	154,321
ENDING WORKING CAPITAL:	(2,977,481)	(4,009,837)	(3,778,714)	(4,061,113)	(3,906,792)

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

Acct. Number	Line Item Description	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Proposed	Change from FY15 Actual	Change from FY16 Budget
26002	Prior Period Adjustment	0	-616,398	0	0	0	-100.00%	0.00%
34600	Golf Club Rental Revenues	29,250	21,822	30,000	16,445	25,000	14.56%	-16.67%
34602	Range Cr Card machine Revenu	13,250	26,296	0	31,468	0	-100.00%	0.00%
34606	Cart Rentals	730,738	496,086	765,000	441,149	750,000	51.18%	-1.96%
34607	Tournament Fees	4,650	2,950	6,500	1,600	6,500	120.34%	0.00%
34610	Driving Range	162,135	137,922	186,000	123,663	185,000	34.13%	-0.54%
34616	Golf Merchandise Sales	175,710	143,858	220,000	140,594	200,000	39.03%	-9.09%
34617	Golf Sale Other Club	1,319	725	2,000	0	1,500	106.90%	-25.00%
34618	Golf Employee Sales	5,462	8,328	6,000	1,377	2,000	-75.99%	-66.67%
34620	Golf Course Green Fees	1,471,201	1,009,453	1,520,000	976,371	1,500,000	48.60%	-1.32%
34622	Annual Green Fee Memberships	152,847	121,374	150,000	167,000	150,000	23.58%	0.00%
34625	Restaurant % of Sales	42,271	27,884	45,500	18,474	44,200	58.51%	-2.86%
34630	Lesson Income	7,410	6,882	25,000	10,704	20,000	190.59%	-20.00%
34635	Golf Sub-Lease	197,838	189,647	200,000	113,518	200,000	5.46%	0.00%
34640	Golf Club Repair Fees	196	0	1,500	0	1,500	NA	0.00%
39230	Interest Income	42	102	50	172	50	-50.83%	0.00%
39231	Interest Income - '98 Bonds	32	77	30	130	30	-60.89%	0.00%
39232	Interest Income - '02 Tax Note	58	88	75	70	75	-15.20%	0.00%
39950	Sale of Fixed Assets	0	6,192	0	6,185	0	-100.00%	0.00%
39990	Capital Contribution	0	289,473	0	0	0	-100.00%	0.00%
39995	Over / Short	56	34	0	-81	0	-100.00%	0.00%
39999	Miscellaneous Income	23,153	20,760	20,000	17,527	20,000	-3.66%	0.00%
TOTAL FUND REVENUE		3,017,620	1,893,555	3,177,655	2,066,365	3,105,855	1.84%	-2.36%

FY 2016-17 PROPOSED OPERATING BUDGET
 GOLF FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Pro Shop	1,464,959	1,385,877	1,616,939	1,580,075	1,611,740
Course Maintenance	1,409,179	1,525,047	1,329,593	1,145,596	1,339,794
Debt Service **	478,113	533,937	0	0	0
Permanent Capital Maint. **	0	0	0	0	0
Disaster Recovery **	0	14,987			
Total	3,352,251	3,459,848	2,946,532	2,725,672	2,951,534

** Not a separate operating division.

<u>GOLF FUND - PRO SHOP</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
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	0	0
Assistant Golf Pro	2	3	3	4	4
Pro Shop Coordinator	1	0	0	0	0
TOTAL FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	6.00

<u>PART-TIME POSITIONS</u>					
Pro Shop Maintenance Worker	3.88	3.88	3.88	3.88	3.88
DIVISION TOTAL POSITIONS	9.88	9.88	9.88	9.88	9.88

<u>GOLF FUND - GOLF MAINTENANCE</u>					
Greens Superintendent	1	1	1	1	1
Assistant Greens Superintendent	2	2	1	1	1
Groundskeeper	10	10	10	10	10
Golf Course Mechanic	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	14.00	14.00	13.00	13.00	13.00

<u>PART-TIME POSITIONS</u>					
Groundskeeper	2.26	2.26	2.26	2.26	2.26
DIVISION TOTAL POSITIONS	16.26	16.26	15.26	15.26	15.26

TOTAL LAKE ENTERPRISE FUND	26.14	26.14	25.14	25.14	25.14
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Golf - Pro Shop
210-340-1

Expenditures by Major Object	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	552,591	546,248	631,468	553,005	612,275
Supplies	141,763	124,741	137,838	114,062	137,924
Maintenance	9,754	70	50,676	19,544	51,578
Services	649,872	626,749	441,959	505,212	454,586
Capital Outlay	0	0	240,998	303,653	242,877
Transfers	110,979	88,069	114,000	84,600	112,500
Total	1,464,959	1,385,877	1,616,939	1,580,075	1,611,740

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.

Performance Indicators	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Number of tournaments held annually	106	44	130	130	130
Number of participants in junior golf activities	NA	73	775	775	775
Number of participants in special community development programs	1,701	845	1,900	1,900	1,900
Number of staff training sessions held	NA	9	12	12	12
Annual rounds of golf played	68,368	25,238	70,000	70,000	70,000
	Paid Rounds	Paid Rounds	TTL Rounds	TTL Rounds	TTL Rounds

**Golf - Pro Shop
210-340-1**

<u>Expenditure Detail</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt	Change from FY15 Actual	Change from FY16 Budget
41100 Salaries-Full Time	361,761	370,247	404,651	349,675	393,717	6.34%	-2.70%
41107 Salaries-Overtime	23,211	13,662	37,492	18,557	37,492	174.42%	0.00%
41180 Salaries-P/T & Hourly	45,787	54,413	81,119	64,801	82,740	52.06%	2.00%
41190 Contract Wages	25,509	20,418	0	28,663	0	NA	NA
41224 PARS Benefits	595	707	919	842	1,076	52.12%	17.08%
41236 TMRS Benefits	77,476	70,412	88,383	72,504	76,245	8.28%	-13.73%
41247 Medicare	6,570	6,415	7,749	6,380	7,001	9.14%	-9.65%
41271 Salaries-Longevity	4,260	2,279	2,208	2,417	2,112	-7.34%	-4.35%
41273 Salaries-SLBB	7,421	4,620	4,747	4,865	7,692	66.49%	62.04%
41275 Car Allowance	0	3,075	4,200	4,300	4,200	NA	NA
Personnel Services Subtotal	552,591	546,248	631,468	553,005	612,275	12.09%	-3.04%
42200 Operating Supplies	20,162	12,215	6,818	6,654	8,414	-31.12%	23.41%
42210 Computer Equip & Supplie	0	0	2,896	0	0	NA	NA
42220 Clothing Supplies	6,428	1,984	3,024	2,750	3,510	76.93%	16.07%
42261 Postage Charges	840	80	600	199	1,500	1775.00%	150.00%
42281 Apparatus and Tools	259	1,447	4,500	0	4,500	210.97%	0.00%
42300 Merchandise COGS	114,074	109,015	120,000	104,459	120,000	10.08%	0.00%
Supplies Subtotal	141,763	124,741	137,838	114,062	137,924	10.57%	0.06%
43350 Building Maint.	7,053	5,175	44,096	13,385	44,328	756.56%	0.53%
43465 Misc. Equipment Maint.	2,701	-5,106	6,580	6,159	7,250	-242.00%	10.18%
Maintenance Subtotal	9,754	70	50,676	19,544	51,578	73995.68%	1.78%
44505 Training, travel, dues	384	110	700	213	500	354.55%	-28.57%
44525 Utilities	27,437	27,104	49,891	23,237	42,908	58.31%	-14.00%
44535 Financial Service Fees	0	51,816	69,853	54,744	69,189	NA	-0.95%
44540 Professional Services	92,729	23,258	13,625	23,325	13,625	-41.42%	0.00%
44565 Advert, Publications, Subsc	0	1,500	9,000	1,733	9,000	NA	NA
44572 Range Maint, Club Repair	13,830	4,694	18,000	10,601	20,000	326.06%	11.11%
44627 Ins., Fleet & IT Charges	344,809	358,751	293,519	391,359	311,993	NA	NA
44701 Salary Attrition	0	0	-12,629	0	-12,629	NA	NA
47632 Interest- 2009 GO Ref	70,222	55,253	0	0	0	NA	NA
47906 Arbitrage Cal '09 Rfd Bond	168	77	0	0	0	NA	NA
47910 OPEB - Expense	92,735	104,185	0	0	0	NA	NA
47920 Unfunded - TMRS exp	7,559	0	0	0	0	NA	NA
Services Subtotal	649,872	626,749	441,959	505,212	454,586	-27.47%	2.86%
48860 Machinery & Equip	0	0	240,998	303,653	242,877	NA	NA
Capital Outlay Subtotal	0	0	240,998	303,653	242,877	NA	NA
49615 Amortization	639	12,360	0	0	0	NA	NA
54100 Admin. Fee-7.5%	110,340	75,709	114,000	84,600	112,500	48.60%	-1.32%
Transfers Subtotal	110,979	88,069	114,000	84,600	112,500	27.74%	-1.32%
DIVISION TOTAL	1,464,959	1,385,877	1,616,939	1,580,075	1,611,740	16.30%	-0.32%
Less Salaries, Fuel, Insurance, Debt Service & Admin. Fee	560,000	480,877	691,952	635,711	687,472	42.96%	-0.65%

**Golf - Pro Shop
210-340-1
Comments / Justification**

<u>42220</u> <u>Clothing Supplies</u>	3,510
Shirts and outerwear for staff 13 staff x 10 shirts x \$22.00 = \$2860.00 outerwear staff 13 staff x 2 jackets x \$25.00=\$650.00	
<u>42261</u> <u>Postage Charges</u>	1,500
Postage for inventory returns and regular postage costs \$1500.00	
<u>42300</u> <u>Merchandise COGS</u>	120,000
based on 60% COGS on \$200,000.00 merchandise sales	
<u>43350</u> <u>Building Maint.</u>	44,328
42,328.00 HEATING AND AIR CONDITIONING SYSTEM MAINT. \$2,000.00	
<u>44505</u> <u>Training, travel, dues</u>	500
Milage reimbursment at .44 1/2 per mile	
<u>44535</u> <u>Financial Service Fees</u>	69,189
Audit Fee \$1,989.00; Credit Card Services charge fees \$67,200.00	
<u>44540</u> <u>Professional Services</u>	13,625
Alarm system maintenance/monitoring fee from Tex Fire & Protection \$3000.00 Alarm Permit \$25.00 Pro Shop cleaning Service \$3600.00 Towel Cleaning service golf carts \$2000.00 GHIN Handicap charge \$5000.00	
<u>44572</u> <u>Range Maint, Club Repair & Rentals</u>	20,000
Range Balls 1500dz x \$6.00 = \$9000.00; Range Sled= \$4500.00; Range baskets= \$2000.00; Oil/Gas Picker= \$2000.00; Tokens= \$500.00; replace night range lights \$2000.00	
<u>48860</u> <u>Machinery & Equip</u>	242,877
Bunker Redo	

Golf - Course Maintenance
210-340-2

<u>Expenditures by Major Object</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
Personnel Services	561,708	618,531	709,100	658,985	724,371
Supplies	219,116	208,556	225,675	169,828	196,705
Maintenance	46,979	75,191	77,000	47,613	133,400
Services	174,292	156,522	192,818	115,585	241,318
Capital Outlay	0	0	125,000	153,586	44,000
Transfers	407,084	466,247	0	0	0
Total	1,409,179	1,525,047	1,329,593	1,145,596	1,339,794

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.

<u>Performance Indicators</u>	2013-14 Actual	2014-15 Actual	2015-16 Adopted Bdgt	2015-16 Estimate	2016-17 Proposed Bdgt
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>	2013-14	2014-15	2015-16	2015-16	2016-17	Change from	Change from
	Actual	Actual	Adopted Bdgt	Estimate	Proposed Bdgt	FY15 Actual	FY16 Budget
41100 Salaries-Full Time	408,239	464,570	502,832	481,610	520,297	12.00%	3.47%
41107 Salaries-Overtime	46,472	42,369	16,594	46,200	16,594	-60.83%	0.00%
41180 Salaries-Pt. and Hourly	5,929	5,806	62,287	7,823	63,533	994.35%	2.00%
41224 PARS Benefits	77	75	529	102	827	995.94%	56.33%
41236 TMRS Benefits	89,426	91,927	105,536	102,878	100,024	8.81%	-5.22%
41247 Medicare	6,778	7,308	8,619	7,739	8,531	16.73%	-1.02%
41271 Salaries-Longevity	2,496	2,928	3,552	4,939	4,472	52.73%	25.90%
41273 Salaries-SLBB	2,290	3,547	9,151	7,694	10,093	184.56%	10.29%
Personnel Services Subtotal	561,708	618,531	709,100	658,985	724,371	17.11%	2.15%
42200 Operating Supplies	16,326	14,422	15,175	12,449	14,585	1.13%	-3.89%
42205 Grounds Maintenance	162,146	166,168	165,000	136,572	142,000	-14.54%	-13.94%
42220 Clothing Supplies	5,965	3,879	5,000	2,556	4,620	19.11%	-7.60%
42281 Apparatus and Tools	6,513	2,945	5,500	2,018	5,500	86.75%	0.00%
42285 Motor Vehicle Supplies	28,166	21,142	35,000	16,233	30,000	41.90%	-14.29%
Supplies Subtotal	219,116	208,556	225,675	169,828	196,705	-5.68%	-12.84%
43301 Infrastructure Maintenance	4,394	3,689	8,500	1,947	39,900	981.70%	369.41%
43350 Building Maint.	6,848	8,764	10,000	4,552	19,500	122.51%	95.00%
43355 Recreation Facilities Main	11,861	18,392	17,000	10,219	32,500	76.71%	91.18%
43465 Misc. Equipment Maint.	23,877	44,347	41,500	30,896	41,500	-6.42%	0.00%
Maintenance Subtotal	46,979	75,191	77,000	47,613	133,400	77.41%	73.25%
44505 Training, travel, dues	725	2,050	2,500	1,089	2,500	21.96%	0.00%
44525 Utilities	171,308	152,888	200,000	110,925	244,300	59.79%	22.15%
44540 Professional Services	1,000	729	2,000	1,392	6,200	750.48%	210.00%
44573 Leases and Rentals	1,259	856	2,500	2,179	2,500	192.13%	0.00%
44701 Salary Attrition	0	0	-14,182	0	-14,182		
Services Subtotal	174,292	156,522	192,818	115,585	241,318	54.17%	25.15%
48860 Machinery & Equipment	0	0	125,000	153,586	44,000	NA	-64.80%
Capital Outlay Subtotal	0	0	125,000	153,586	44,000	NA	-64.80%
49615 Amortization	407,084	466,247	0	0	0	NA	NA
Transfers Subtotal	407,084	466,247	0	0	0	NA	NA
DIVISION TOTAL	1,409,179	1,525,047	1,329,593	1,145,596	1,339,794	-12.15%	0.77%
Less Salaries & Fuel	819,306	885,375	585,493	470,379	585,423	-33.88%	-0.01%

Golf - Course Maintenance
210-340-2
Comments / Justification

<u>42205</u> <u>Grounds Maintenance</u>	142,000
This amount is \$23,000 less than FY2016. The reduction is from not needing replacement bunker sand due to the rebuilding of all bunkers.	
<u>43301</u> <u>Infrastructure Maintenance</u>	39,900
This is a \$31,400 increase from FY2016. This increase is for new signage and trash receptacles for 9 holes and tee markers for all 27 holes.	
<u>43355</u> <u>Recreation Facilities Maintenance</u>	32,500
This is an increase of \$15,500 over what was budgeted for FY16. It will cover the replacement of our in-line irrigation filter.	
<u>43465</u> <u>Misc. Equip Maint.</u>	41,500
The amount for the repair of all equipment remains the same as FY2016	
<u>44505</u> <u>Training, travel, dues</u>	2,500
This amount remains the same as FY2016	
<u>44525</u> <u>Utilities</u>	244,300
This is an increase of \$44,300 over FY16. The increase is to cover the large increase in the raw water rate that we received last year. The rate	
<u>44540</u> <u>Professional Services</u>	6,200
This is an increase of \$4000 over FY16. This is to cover contract tree trimming of large trees on the course.	
<u>44573</u> <u>Leases and Rentals</u>	2,500
This amount is the same as FY16	
<u>48860</u> <u>Machinery & Equipment</u>	44,000
This is for a new Hybrid greensmower.	

FY 2016-17 INCREASED SERVICE LEVEL PROPOSALS

Dept	Division	Title	Recurring Cost?	Personnel Costs	Other Operating Costs	Capital Costs	Recommended Budget	Additional Budget FTE
Fire	Administration	Clerk/Typist/Receptionist (partial year funding)	Y	27,449			27,449	1.000
Public Works	Facilities	Sr. Building Maintenance Tech (partial year funding)	Y	34,025			34,025	1.000
Total General Fund				61,474	-	-	61,474	2.000

Dept	Division	Title	Recurring Cost?	Personnel Costs	Other Operating Costs	Capital Costs	Recommended Budget	Additional FTE Requested
CCPD	Uniform Ops.	Jailers (partial year funding)	Y	188,367	-		188,367	6.000
CCPD	Criminal Investigations	Property/Evidence Technician (partial year funding)	Y	68,200	-		68,200	2.000
CCPD	Technical Services	Records Specialist (partial year funding)	Y	87,296	-		87,296	3.000
Total Crime Control & Prevention Fund				343,863	-	-	343,863	11.000

Dept	Division	Title	Recurring Cost?	Personnel Costs	Other Operating Costs	Capital Costs	Recommended Budget	Additional FTE Requested
Lake Parks	Operations	Outdoor Programs Coordinator	Y	61,443	-		61,443	1.000
Total Lake Parks Fund				61,443	-	-	61,443	1.000

Dept	Division	Title	Recurring Cost?	Personnel Costs	Other Operating Costs	Capital Costs	Recommended Budget	Additional FTE Requested
Golf	Course Maintenance	Bunker Redo	N	-	242,877		242,877	-
Total Golf Fund				-	242,877	-	242,877	-

TOTAL FY 2017 ISL PROPOSALS				466,780	242,877	-	709,657	14.000
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FY 2017 CAPITAL EQUIPMENT REQUESTS

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Other	Total Proposed Cost
CCPD	Uniform Operations	Taser Equipment	12,425				12,425
CCPD	Uniform Operations	Radars	25,825				25,825
CCPD	Uniform Operations	Ballistic Vests		18,725			18,725
CCPD	Technical Services	Servers	30,000				30,000
CCPD	Technical Services	Surface Pro 4 Tablets	19,500				19,500
CCPD	Technical Services	Mobile Radios		100,000			100,000
CCPD	Technical Services	Workstations	25,000				25,000
CCPD	Technical Services	Vehicle Tablet Computers	25,000				25,000
Total Crime Control and Prevention District			137,750	118,725	-	-	256,475

Dept.	Division	Item	Electronic Technology / Hardware	Machinery / Equipment	Motor Vehicles	Other	Total Proposed Cost
CVB	Administration	Scissor Lift		20,000			20,000
CVB	Visitor Shuttle	2 Additional Shuttle Buses			450,000		450,000
Total CVB Fund			-	20,000	450,000	-	470,000

TOTAL FY 2017 CAPITAL EQUIPMENT REQUESTS			137,750	138,725	450,000	-	726,475
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FY 2016-17 PROPOSED VEHICLE REPLACEMENT LIST

Item	Dept.	Unit #	Unit Description	Budget Amount	Recommended Budget	Mileage	Years Service	Maint Cost %
1	Police 209-1	92185	2005 Tahoe	\$55,000	\$55,000	61367	11 yrs	47%
2	Police 209-2	94001	2011 Tahoe K9	\$62,000	\$62,000	93106	5 yrs	55%
4	Police 209-2	94102	2012 Tahoe PPV	\$62,000	\$62,000	84636	4 yrs	38%
10	Police 209-2	96122	2012 Caprice	\$62,000	\$62,000	58010	Totaled	100%
11	Police 209-2	97102	2012 Harley Davidson	\$34,000	\$34,000	16700	5 yrs	47%
12	Police 209-2	97112	2012 Harley Davidson	\$34,000	\$34,000	19049	Totaled	100%
13	Police 209-2	97122	2012 Harley Davidson	\$34,000	\$34,000	24400	5 yrs	51%
14	Police 209-2	97132	2012 Harley Davidson	\$34,000	\$34,000	28182	5 yrs	55%
15	Police 209-2	97142	2012 Harley Davidson	\$34,000	\$34,000	17700	5 yrs	56%
21	Parks 312-3	12205	2005 3/4 Ton Chevy P/U	\$41,000	\$41,000	82600	11 yrs	52%
23	Parks 312-3	12346	2006 3/4 Ton Chevy P/U	\$41,000	\$41,000	82105	10 yrs	51%
19	PW Sts 415-5	15822	2002 Gradal XL4100	\$285,000	\$285,000	3701 hrs	15 yrs	86%
20	PW Sts 415-6	15927	1997 Tack Trailer	\$42,000	\$42,000	0	19 yrs	100%
24	PW Traffic 415-4	15225	2005 Trailblazer	\$41,000	\$41,000	80000	11 yrs	52%
TOTAL GENERAL FUND ITEMS				\$861,000	\$861,000			

5	Police 209-2	94210	2010 Tahoe PPV	\$62,000	\$62,000	61000	6 yrs	44%
TOTAL CVE FUND ITEMS				\$62,000	\$62,000			

17	PW Sts 415-3	15326	2006 JD 310	\$145,000	\$145,000	2750 hrs	10 yrs	54%
TOTAL SDUS FUND ITEMS				\$145,000	\$145,000			

16	WW 531-1	31115	2005 Chevy Crew Cab	\$35,000	\$35,000	74800	11 yrs	52%
TOTAL UTILITY FUND ITEMS				\$35,000	\$35,000			

TOTAL FY 2016-17 VEHICLE REPLACEMENTS				\$1,103,000	\$1,103,000			
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FY 2017 POTENTIAL DEBT ISSUE

Capital Equipment

GF 209-1	Distributed Antenna System	349,600
GF 101-2	IT Capital Equipment	253,250
GF 101-2	Equipment/Storage/Structure	538,437

TOTAL POTENTIAL DEBT ISSUE	1,141,287
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**City of Grapevine
FY17 City Manager's Proposed Budget**

Community Distributions

Community Organizations	Source	Amount FY16	Amount FY17
Alliance for Children	General Fund	\$ 9,238	\$ 9,238
Grace	General Fund	15,000	15,000
Grapevine Chamber of Commerce	General Fund	35,000	35,000
Metroport Meals on Wheels	General Fund	12,000	12,000
One Safe Place	General Fund	10,000	10,000
Miscellaneous Community Events	General Fund	1,000	1,000
Rotary Flags Program	General Fund	7,500	7,500
CVB Funded Organization	CVB	35,000	55,000
Total		\$ 124,738	\$ 144,738