



## *The City of Celina*

### FY 2011–2012 APPROVED ANNUAL OPERATING BUDGET



#### **HB 3195 Statement:**

**This budget will raise more total property taxes than last year's budget by \$42,740 or 1.46%, and of that amount, \$55,114.69 is tax revenue to be raised from new property added to the tax roll this year.**

The City of Celina will celebrate its 100<sup>th</sup> year as a City on October 15<sup>th</sup>. The sale of bonds in 2011 has enabled the City to design and construct a square that will be the focal point of the downtown area. On October 15<sup>th</sup> a Centennial Celebration will culminate the construction of this beautiful square and will once again showcase the magnificent downtown area. With this opening comes new hope of resurgence in development throughout Celina. We have already witnessed new developments break ground such as the McDonald's at Preston and Sunset Boulevard and the Carter Ranch Lube and Tune Center. A medical center planned for the Carter Ranch area is also in the development stages.

This budget includes four (4) new positions. There will be a new position in the Parks for Park and Recreation Supervisor, Building Official in Development Services Department, Street Supervisor in Public Works Department and Accounting Clerk in Finance Department. These positions will able the City to provide a better service to its citizens. Parks and Recreation position will develop new recreation opportunities for the children and adults of Celina to be active and to live a healthy life. Building Official position will eliminate our dependents on outside building inspectors and bring this function in house. The Street Supervisor will organize and expedites street repair and drainage issues. The Accounting Clerk position will help the Finance Department with internal control and overwhelming clerical duties.

### **Adjustments to the Budget for Fiscal Year 2011-2012**

Even though these are tough economic times, we have listened to our citizens and beginning on October 1<sup>st</sup> we are taking the following steps to address their concerns:

- Restructuring personnel to free up funding to better serve the public in a more efficient and friendly manner
- There are no proposed increases in salaries
- Provide funding for a Street Supervisor to prioritize and implement a street maintenance program
- Purchasing equipment to address drainage issues
- Implementing a two police officer per vehicle policy that will go into effect with the hiring of two additional Police Officers in January 2012
- Providing full time service at our Building Inspections counter
- Proposing to add a full time building inspector/plans reviewer to provide more opportunity to meet with the public to solve development issues
- Providing funding for a Parks and Recreation manager who will create additional opportunities for the children of Celina to play sports locally at our ball fields

# FY 2011-2012 Proposed Annual Operating Budget

## AS SUBMITTED TO:

The Honorable Jim Lewis  
Mayor

Dewey Isham  
Mayor Pro-Tem

City Council Members  
Larry Berg  
Wayne Nabors  
Carmen Roberts  
Sean Terry  
Bill Webber

## AS PROPOSED AND SUBMITTED BY:

Mike Foreman  
City Manager

And

Jay Toutouchian  
Director of Finance

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City of Celina, Texas

Finance Department

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## INTRODUCTION

July 29th, 2011

Honorable Mayor and City Council:

This document is an overview of the City of Celina's Fiscal Year (FY) 2011-2012 Budget and a collection of other statistical information about our municipal government.

As you know, 2010-2011 has been a year of continued declining revenues and as a result has created many financial challenges. Despite the economy, during the upcoming budget year the City of Celina will provide excellent customer service to our citizens.

The City proposes a total combined budget of \$12,081,736 which represents an increase of \$178,313 over the originally adopted FY 2010-2011 budget.

Budget highlights include no tax increase or salary adjustments. The City will continue to maintain its current tax rate of \$0.64500 per \$100 valuation. The City's certified taxable value increased by \$4,878,260.00 or 1.46%. New constructions were added to the tax roll \$5,400,000.00, new annexations were added to the tax roll \$286,860.00 and in the mean time the existing property values has dropped by \$7,079,036.00. Total Exemptions for the City of Celina for FY 2011-2012 has increased by \$ 1,332,948.00.

The City employs a fund accounting structure. The identity and functions of these funds are:

- **General Fund** - to account for the resources and expenditures related to the generally recognized governmental services and/or functions provided by the various City departments, including: the Library Services Department, Office of the City Secretary, Development Services, Administration, Municipal Court, Fire and Emergency Medical Services, Public Works (including Street Maintenance and Drainage), Police, Parks & Recreation, and Main Street - a governmental fund type.

- **Debt Service Fund** – to account for the accumulation of resources for, and the payment of, general long term debt principal and interest - a governmental fund type.
- **General Capital Improvement Projects Fund** – to account for the financial resources associated with multi-year and/or major capital improvement projects to be funded from non-utility revenues – a governmental fund type.
- **Utility Fund** - to account for all the activities required for the provision of water and sanitary sewer (through Public Works) and sanitation collection and disposal services to the residents of the City - a proprietary fund type.
- **Utility Capital Improvement Fund** - to account for the financial resources associated with multi-year and/or major capital improvement projects to be funded from utility revenues – a proprietary fund type.
- **Impact Fees Fund** – to account for the resources and expenditures of the Water and Sewer Impact Fees that have been or expect to be collected – a proprietary type fund.
- **Economic Development Corporation Fund** - to account for the resources and expenditures related to the Section 4A Economic Development Corporation – a governmental type fund.
- **Community Development Corporation Fund** - to account for the resources and expenditures related to the Section 4B Community Development Corporation – a governmental type fund.

In the coming sixty days, the City Council and community will be afforded several opportunities to become familiar with and ask questions about the proposed budget. My goal and the goal of my staff are to present information transparently, accurately, and timely. In addition, we will provide a high level of analysis with any question or request for clarification received from the City Council or the community during the budget adoption process. In addition to the August 8<sup>th</sup> regular City Council meeting at which this budget will be formally presented, the City Council will hold at least two (2) public hearings on the budget, at least two (2) public hearings on the proposed tax rate, we will take out advertisements in a local newspaper, and we will post the

proposed budget on the City's website, and provide an electronic and/or hard copy to anyone who requests it in person, by phone, email, or fax.

The format of this budget will provide you with an easy to read document. Each section is divided into various components with supporting information and statistics. The City Staff and I look forward to helping to ensure that the budget represents the service level that you and the citizens of Celina expect and deserve.

Respectfully submitted,

Mike Foreman  
City Manager

# **The Budget Process**

## **Budget Preparation**

The budget preparation process began in April when the departments (in conjunction with the Finance Director) projected current year revenues and expenditures, as well as, proposed the following year's revenues and expenditures. A Budget Review Meeting was held in July for all senior staff members and City Council. The budget process was comprised of three elements: (1) continuation level/target budget (expenditures), (2) budget assessment - improvements, and (3) budget assessment – expenditure reductions by 3%.

### **1. Continuation Level/Target Budget**

The continuation level budget (expenditures) is a target budget. Each department's continuation level budget (expenditures) is based upon a target number they cannot exceed. The Fund's continuation level/target budget (expenditures) will not exceed revenue dollars. No additional improvements such as personnel, furniture/equipment and/or other services are included in the continuation level budget (expenditure).

### **2. Budget Assessment - Improvements**

The second element of the budget process is an assessment and inclusion of department service Improvement requests. Service improvements are examples such as additional staff or equipment.

### **3. Budget Assessment – Expenditure Reductions**

The last element in the budget preparation process is an assessment and inclusion of department expenditure reductions. Expenditure reductions will be reviewed annually to assess whether current services can be streamlined and or outsourced at a reduction in cost. Once the continuation level/target budget, reduction, and improvement requests were completed, the City Manager reviewed the department proposals and met with departments in July.

## Proposed Budget

In July, several meetings between Staff and the Finance & Government Committees were conducted to review all operating and debt service funds.

The Annual Budget Workshop was held on July 23rd and consisted of an intensive One (1) day work session. During this workshop the Council revised the proposed budget based on presentations made by all of the Department Heads. The City Manager's proposed budget is being submitted to the City Council on July 29th. In September, the budget will be approved, as required by City Charter. The budget takes effect for the next fiscal year, beginning October 1, 2011. The budget can be amended during the fiscal year through City Council approval. A budget amendment ordinance can be prepared increasing a fund's appropriation.

## Overview of the 2011-12 Budget

### BUDGET SUMMARY

This budget, including proposed expenditures and transfers out, totals \$12,081,736. The budget estimates current revenues and transfers in of \$9,869,017 or \$2,212,719 less than planned expenditures. The proposed FY2012 budget is fully funded with current revenues, with the exception of a **planned spend-down of debt service fund** which has excess reserves, a **planned spend-down of the general capital fund** for construction-in-progress (CIP) projects, including the design of Frontier Parkway, and a **planned spend-down of the utility capital fund** for CIP projects including the Carter Ranch Wastewater Relief line and planned improvements at the existing wastewater treatment plant. The projected combined beginning fund balance of all funds at October 1, 2011 is \$3,592,477. The projected ending fund balance of all funds at September 30, 2012 is \$1,379,758, for a net decrease of \$2,212,719.

The following table provides estimated beginning fund balances, estimated revenues and transfers in, proposed expenses and transfers out and estimated ending fund balances for FY2012, for all funds:

CITY OF CELINA COMBINED BUDGET SUMMARY								FY2011-2012
Fund	Fund Title	Estimated Beginning Balance (10/1/11)	Revenues	Inter-fund Transfers In	Operating Expenses	Capital Outlay	Inter-fund Transfers Out	Estimated Ending Balance (9/30/2012)
102	General Fund	\$ 1,058,345	\$ 4,002,091	\$ 75,000	\$ 4,075,244	\$ -	\$ -	\$ 1,060,193
103	Debt Service Fund	\$ 372,322	\$ 368,724	\$ 1,160,273	\$ 1,778,997	\$ -	\$ -	\$ 122,322
104	General Fund - Capital Project Fun	\$ 329,933	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 29,933
202	Utility Fund	\$ (184,245)	\$ 3,985,427	\$ -	\$ 2,682,621	\$ -	\$ 1,065,273	\$ 53,288
203	Impact Fees Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
204	Utility - Capital Project Fund	\$ 1,938,340	\$ -	\$ -	\$ -	\$ 1,900,000	\$ -	\$ 38,340
CDC	Community Development Corporati	\$ 906	\$ 137,500	\$ -	\$ -	\$ -	\$ 137,500	\$ 906
EDC	Economic Development Corporatio	\$ 76,876	\$ 140,000	\$ -	\$ 109,600	\$ -	\$ 32,500	\$ 74,776
TOTALS		\$3,592,477	\$8,633,742	\$1,235,273	\$8,646,462	\$2,200,000	\$1,235,273	\$1,379,758

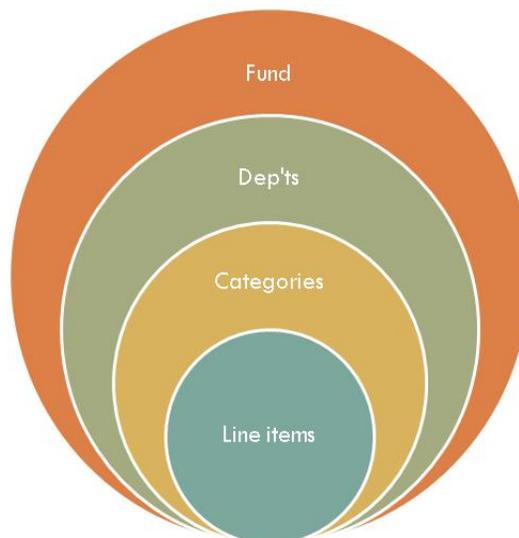
The departmental summaries that follow roll into this combined budget summary, and represent units of the organization arranged within the Funds of the City. As discussed at our work session, the budget we are proposing for each department is broken down into six categories of expenditures. Individual line items roll into the categories and staff will use a line item budget for day-to-day financial management. The six categories are:

- Personnel – accounts for the full cost of salaries and all benefits of our people. This category also includes expenses incident to personnel, such as travel, training, and uniforms.
- Legal & Professional – accounts for operating expenses associated with outside consultation with professionals such as attorneys, engineers, and consultants.
- Materials & Supplies – accounts for consumable operating supplies, including expenses such as office supplies, chemicals, ammunition, medical supplies, etc.
- Maintenance – includes operating expenses for goods and services necessary for the operation and maintenance of our facilities, equipment, and tools including

things like fuel, oil changes, tires, vehicle repairs, hardware and software maintenance agreements, etc.

- Utility Expenses – accounts for the cost of purchasing utilities such as electricity, phone lines, and natural gas.
- Other Operational Expenses – accounts for the variety of other expenses that occur on a day to day basis, including things like property insurance, postage, equipment rental, advertising, library materials, office cleaning, and rent, etc.

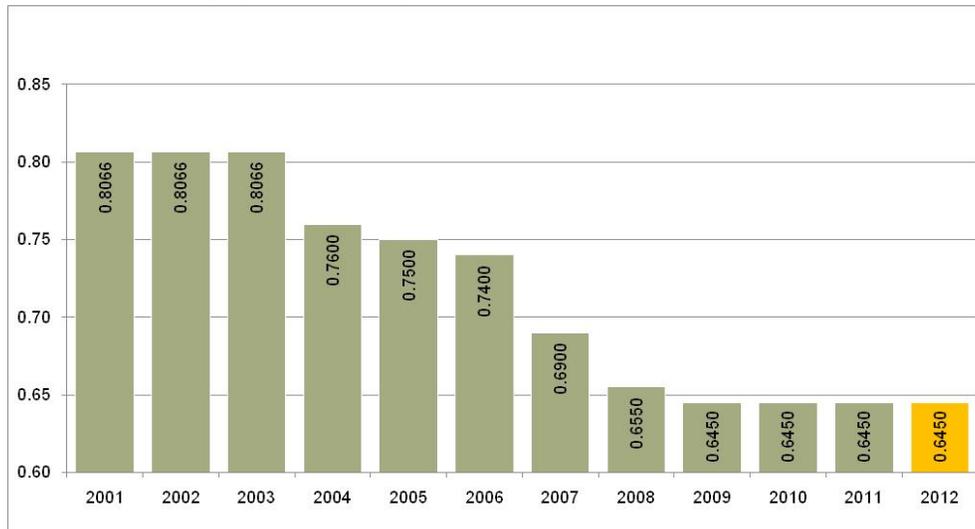
The following graphic is intended to solidify an understanding of the organizing financial structure used to develop this proposed budget. Line items roll into categories, which in turn roll into the departments, which in turn roll into the funds. The budget ordinance that we will present to you in September will request that you appropriate resources at the fund level. These different levels carry different levels of authorization and necessary approval. In the event that a Fund appears that it will exceed the amount that the Council has enacted by ordinance, we will request that you adopt a budget amending ordinance. However, because you do not approve a department-level budget ordinance, if the fund will not be exceeded but an individual department funding level will exceed the level presented in this document, staff will notify the Council, but no formal action will be required. Any budget adjustments below the department level will be managed at a staff level.



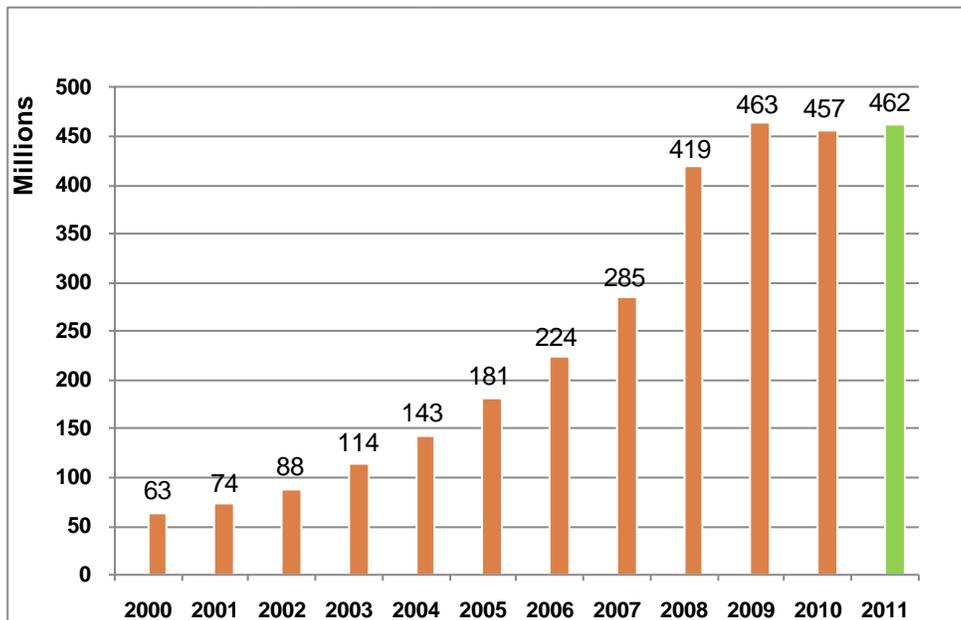
## AD VALOREM TAX SUMMARY

For the current fiscal year, the City Council adopted a 64.5¢ tax rate per \$100 of property valuation. This budget proposes to maintain the existing tax rate. While there was modest tax base growth in new improvements and annexations of just under \$6 million, the value of properties that existed on the tax roll last year decreased by \$7,079,036, for a net taxable value loss of \$1,392,176 or about 0.3%. Charts showing the historical property tax rate and taxable values, respectfully, follow:

### Property Tax Rate History (Fiscal Years)



### Total Appraised Value History (Tax Years)



## SUMMARY OF CERTIFIED ASSESSED VALUE

The Collin Central Appraisal District and Denton Central Appraisal District issued a certified assessed value for the City of Celina at \$461,998,017, which includes a small percentage that are still under review, but have been conservatively estimated.

## SUMMARY OF SIGNIFICANT PROPOSED PERSONNEL ACTIONS

### **Strategic Staffing and Resources Planning**

While the current economic conditions have limited growth in general, and therefore limited the number of new personnel required to maintain a high level of service, some areas continue to operate below an adequate level of staffing. We are recommending the addition of four (4) staff for FY2011-2012 – a Street Superintendent in the general Fund. The addition of a Street Superintendent in the Public Works Department will allow us to address an item that has been very high on the priority and goal lists of the City Council over the past several years. The department currently has two maintenance workers and works with no field supervision or outside professional experience in maintaining, improving, and operating our street and drainage system. While they have done a laudable job with the resources they have available, it is clear that we still have significant street and drainage maintenance issues across the city. The addition of this field superintendent will greatly impact our ability to provide a higher level of service in this critical area. This position is proposed to be funded beginning October 1, 2011.

Second position that we are recommending, is the Park & Recreation Supervisor. This position will oversee all of the activities in the Old Celina Park Sporting Complex that is currently administered by Celina Recreation Association. We are anticipating generating enough revenue to fully compensate this new position. This position also will be funded beginning October 1, 2011.

Third position that we are recommending, is the Building Official. This position will resumes all phases of building inspections which currently are performed by outside contractor. By eliminating the outside inspector we are be able to fully compensate this position. This position is proposed to be funded October 1, 2011.

The only other new position that we are recommending is the addition of one Accounting Clerk. The Finance department currently operates with only one staff which causes concern with an internal control issues. The addition of one Accounting Clerk in the finance department will create the ability for the Finance Director to better focus on the more analytical aspects of operation. This position also will assist in the utility billing and municipal court. With cross training in all three departments we will achieve more desirable depth in all three departments. This position is proposed to be funded beginning October 1, 2011.

### **Significant Changes to Existing Positions**

Another significant change is the un-freezing of the two (2) currently vacant Police Officer Positions that was frozen when the positions became open. Under the proposed budget, the Police Department would be funded to hire these positions beginning in January of 2012.

Finally, a less significant, but notable change is to not move our code enforcement employee to Fire Department from Development Services Department. This change incurred due to hiring of building official that eliminated the need for closer direction and supervision of code enforcement personnel.

## **SUMMARY OF SIGNIFICANT CHANGES IN FUND BALANCES**

The amount of resources available for funding the annual budget is a vital element of budget development. The City is in the position of funding each year's budget with current revenues and planned spending downs of any particular fund balances.

In an effort to standardize the reporting of financial information from both a budgetary and financial reporting aspect, we will recognize undesignated unreserved fund balance in the General Fund and unrestricted net assets in the Utility Fund as available expendable financial resources for City operations. For budgetary representation purposes, Fund Balance refers to undesignated unreserved fund balance and net assets depending upon fund type. Level of reserve is calculated based upon the expected fund balance at the end of the fiscal year divided by the current operating expenses.

Because each fund has unique characteristics regarding the ability to forecast revenues and expenditures, different levels of fund balances are appropriate. One measure of a city's financial strength is the level of its fund balance. Based on Industry experts, Staff recommends the following level of reserves as targets for each budget year, and to the right is the level of estimated fund balance at the end of this proposed budget period (September 30, 2012):

Reserve and Working Capital Estimates			FY2011-2012
Fund	Fund Title	Recommended Level of Reserve	Estimated Level of Reserve (9/30/2012)
102	General Fund	25%	26%
103	Debt Service Fund	10%	7%
104	General Fund - Capital Project Fund	0%	10%
202	Utility Fund	33%	1%
203	Impact Fees Fund	0%	0%
204	Utility - Capital Project Fund	0%	2%

Since the General Fund balance is above the recommended level, we propose to establish the Equipment Replacement Fund in order to use the excess fund for future equipment purchases. Of particular note is the condition of the Utility Fund balance. While the proposed budget still projects it significantly below the recommended reserve level of 33%, the balance position will be considerably improved upon from the approximate 1% fund balance projected at the beginning of FY2012. The fund is projected to be able to add considerably to the reserve according to this proposed budget. This is due primarily to the adopted and planned water and sewer rate increases which will begin to show positive net cash results in FY2012. In FY2013 and further out, we will continue to watch the revenue recovery of the utility fund, and will recommend a decrease in rates as soon as it is financially feasible.

## GENERAL FUND SUMMARY OF SIGNIFICANT CHANGES

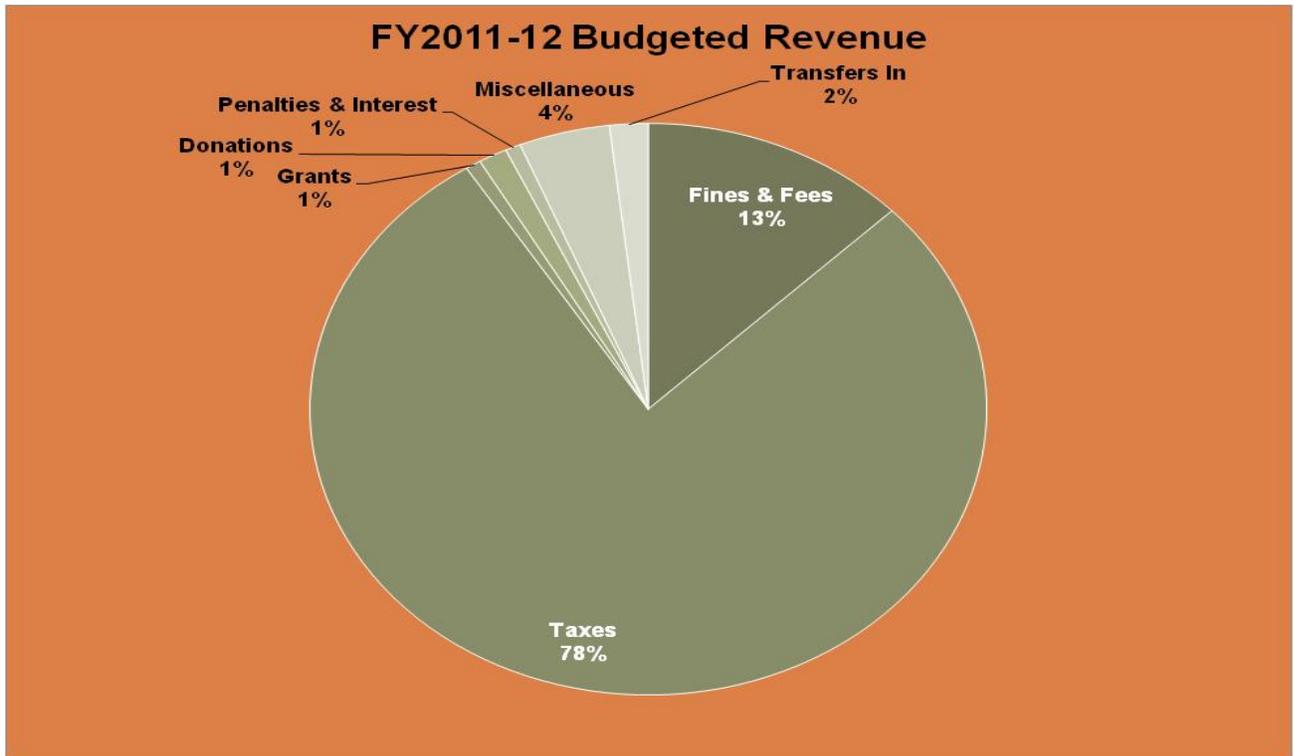
### Summary of Significant Changes in General Fund Revenues

Funding of the FY2011-2012 Proposed General Fund Budget is by means of current revenues and a nominal transfer in from the utility fund for general and administrative functions. Revenues in the proposed budget have been projected using existing trends, with these notable changes.

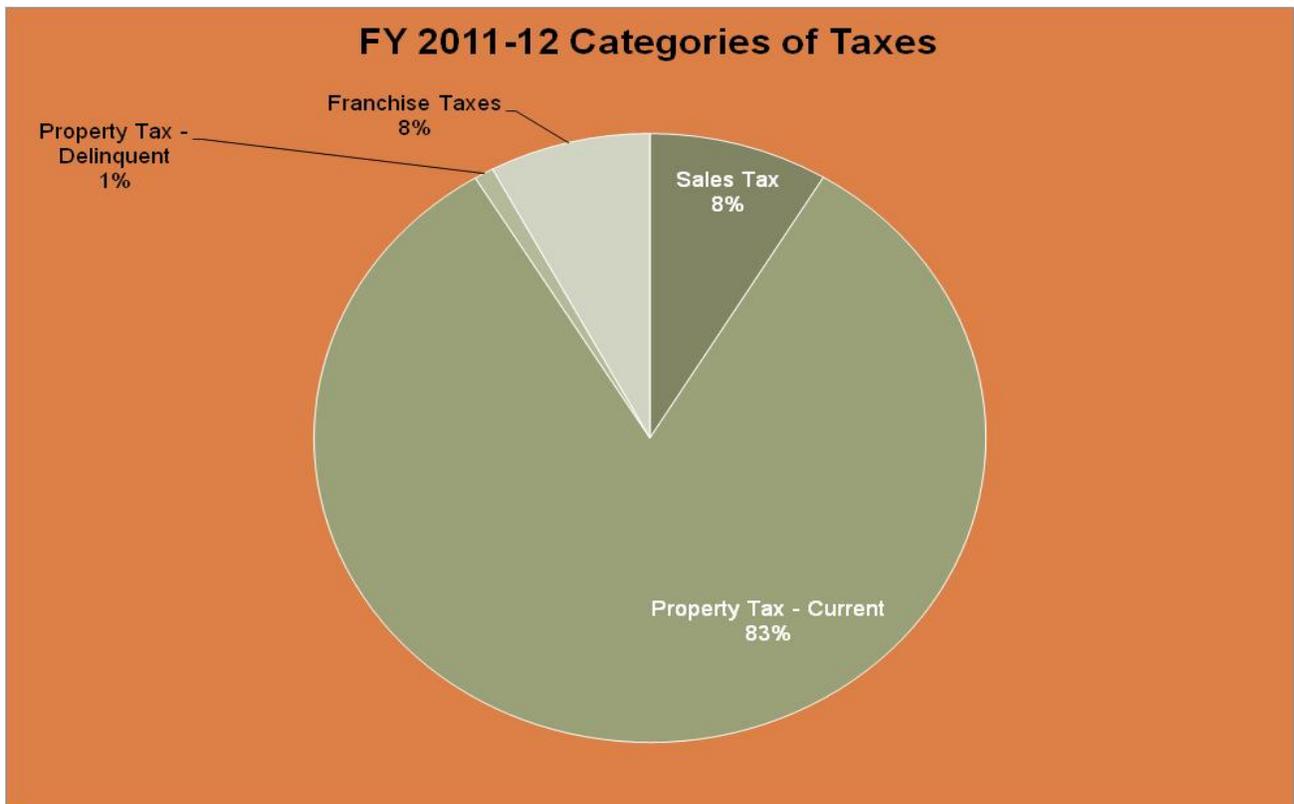
- Overall, we are estimating General Fund revenues of \$4,077,091 for FY2011-12. This represents an approximate 3.3% increase from the FY2010-11 approved budget and nearly identical to the FY2009-10 budgeted revenues. This is due to a combination of stabilization in assessed value, an increase in sales tax collection, and a continued improvement in new building permits. In addition, we are proposing to decrease the transfer into the General Fund from the Utility Fund by \$250,000 in order to better position the Utility Fund, and to begin the transition to a franchise fee. This \$250,000 decrease in General Fund revenue is being offset by tax revenues as we are proposing to use \$250,000 of the Debt Service Fund reserve to pay current debt liabilities, which, in effect, decreases our necessary debt portion of the tax rate and redirects those taxes into the General Fund.
- Property tax revenues increase in the proposed budget only due to the reallocation of debt service tax rate and maintenance and operations tax rate made possible by the use of \$250,000 in debt service reserve. Use of this reserve allows for a lower debt service rate and higher maintenance and operations rate.
- We are expecting to receive approximately \$30,000 less in grant funding for FY2012 due to our current SAFER grant now being in its fourth year of funding. As you may recall, the funding level decreases each year.
- Finally, our Library Services Contract and Collin County Library Grant will contribute approximately \$62,665 in additional revenues this year due to the Town of Prosper agreeing to a full year extension of that agreement and continuation of Collin County grant for full accredited library.

On the following page are charts demonstrating the projected sources of revenue for the General Fund.

### Sources of General Fund Revenues



### Breakdown of Tax Revenues



### Summary of Significant Changes in General Fund Expenditures

You will find a categorical summary of each department proposed budget later in this document, with a few minor exceptions, the proposed expenditures for FY2011-12 are designed to maintain the current level of operational and maintenance services:

Library Services – While expenditures are proposed to decrease by 5% over the FY2010-11 estimate, when the increase in revenues is factored in, the net expense change in Library Services is actually decreased by 27%.

City Secretary’s Office – The local option election scheduled for November of 2011 caused \$11,200 additional cost to the city. In FY 2011-12 we do not have this cost therefore the proposed budget for the City Secretary’s office decreased by 10% over the current year end estimates.

Administration – Due to the current law suit we have increased the legal fees by 70%. We have budgeted conservatively for the special projects. Due to staffing and resource planning we were be able to decrease the proposed budget by 2% over the current year end estimate. The City no longer sponsors either the Celina Balloon Festival or the Main Street Golf Tournament.

Fire Department – Although we have discussed the possibility of opening a second fire station in the southern portion of the City, the proposed budget does not have adequate funding for this new program. We are currently exploring other options to effectively decrease the response times into our southernmost neighborhoods.

Public Works – The proposed addition of a full time Streets Superintendent is the primary cause for this budget to increase 8% over the current year end estimate.

Police Department – The strategic staffing and resource planning and the lack of funding for any new vehicles or equipment causes a substantial 16% decrease in the proposed Police budget from current spending levels.

### How a Tax Dollar is Spent



## UTILITY FUND SUMMARY OF SIGNIFICANT CHANGES

### **Summary of Significant Changes in Utility Fund Revenues**

Funding for the FY2011-12 Utility Fund budget is by means of current revenues. This represents a significant change in the trend over the past three years as the fund had become dependent upon a dwindling reserve to fund current operations.

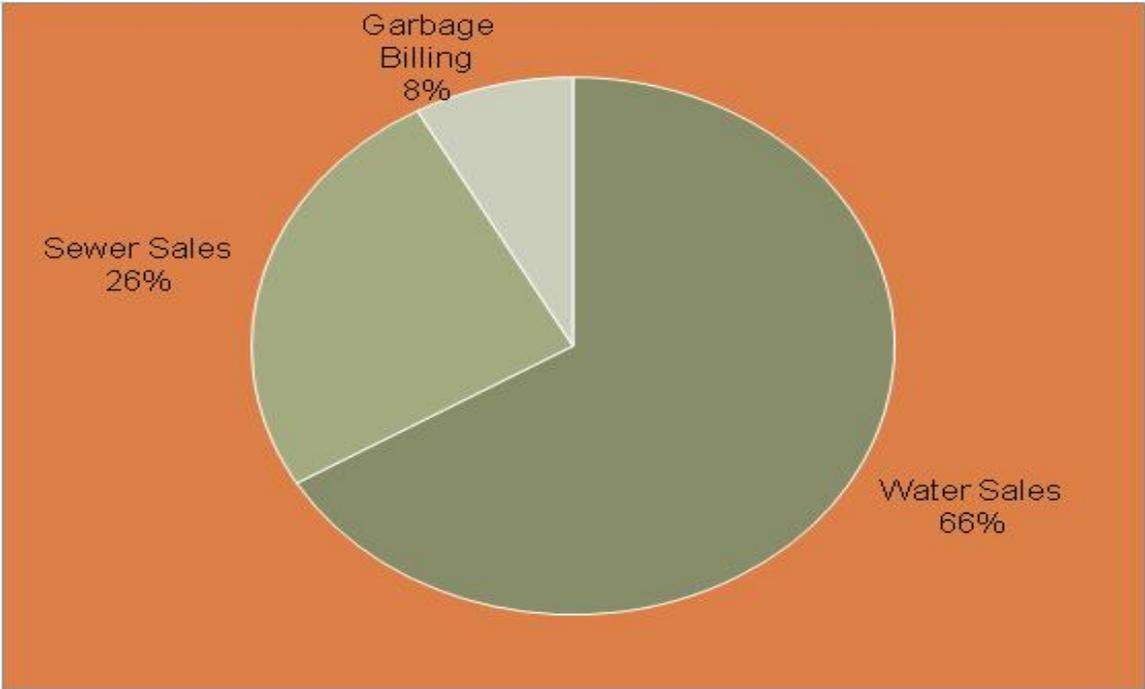
- The projected water and sewer revenues in the proposed budget assume adoption of the approximate 8% rate increase recommended for year three of our 2010 rate study. Without this proposed rate increase, the fund will struggle to just break even in FY2011-12.
- Over the past three years, the City has been able to absorb a nearly 10% increase in the contract cost to collect trash and recycling. The projected revenues in this area also assume a 3% increase in the cost to customers for this service. Without this proposed rate increase, the trash and recycling revenues will not fully recover the cost of the service.

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**Utility Fund Revenues Breakdown**



**Utility Fund Breakdown of Sales**



## **Summary of Significant Changes in Utility Fund Expenses**

While you will find categorical department summaries in the following pages, the proposed level of expenditures in the Utility Fund are designed to essentially maintain the existing level of service.

- Water Purchase Rate Increase – Our overall rate to purchase water from Upper Trinity Regional Water District is increasing by about 3.5%. We expect to pay about \$40,000 more for the same amount of water in FY2011-12 than we did in FY2010-11.
- We have added a Maintenance Worker position in the Sewer Division in FY 2010-11. The addition of this position is intended to ensure that we are enabled to reach a level of service in sewer collection and treatment of which we can be proud. Prior to this the level of service was inadequate, due at least partially to the lack of resources over the past several years.
- Currently we are actively pursuing several options to reduce the expenditures in Sewer Division. One of the options is to contract with the Upper Trinity Water to carry some of untreated sewage to their regional plant for processing.

Following are the fund and departmental pages for each of our operating units. These pages provide a significant amount of detail about the planned operations and programs that are being proposed. In addition, we will provide the City Council with detailed line item budgets, including the original department requests. Until then, we are looking forward to working with you in the coming weeks to finalize our FY2011-12 budget to ensure that it addresses the service level requirements of our citizens and meets your goals and expectations. If we can be of any assistance in any way, please do not hesitate to contact us.

## General Fund Schedule of Revenue

Revenue Category	FY09 YE Actual	FY2010 Approved	FY2011 Budget	FY2011 Actual 06/30/11	FY2011 YEAR END Projected	FY2012 Approved Budget
<b>Fines &amp; Fees</b>	<b>\$ 416,328</b>	<b>\$ 458,780</b>	<b>\$ 442,200</b>	<b>\$ 431,549</b>	<b>\$ 558,141</b>	<b>\$ 521,500</b>
Court Fines	99,994	80,000	85,000	61,163	\$ 82,855	\$ 85,000
Court Security	2,527	1,760	2,000	1,447	\$ 2,109	\$ 2,000
Court Technology	3,349	2,400	2,500	1,929	\$ 2,796	\$ 2,500
Court Time Pay	1,217	1,120	1,200	405	\$ 573	\$ 1,000
Court DD	2,928	1,500	1,500	4,554	\$ 5,611	\$ 6,000
Park Fees	7,000	7,000	-	2,256	\$ 2,256	\$ -
Permits	85,951	80,000	125,000	146,467	\$ 205,641	\$ 160,000
Development Fees	12,533	35,000	30,000	198,372	\$ 15,981	\$ 15,000
EMS Fees	200,828	250,000	195,000	14,956	\$ 240,318	\$ 250,000
<b>Taxes</b>	<b>\$ 3,029,508</b>	<b>\$ 2,995,414</b>	<b>\$ 3,155,644</b>	<b>\$ 3,077,733</b>	<b>\$ 3,247,868</b>	<b>\$ 3,187,338</b>
Sales Tax	263,520	260,000	260,000	200,031	\$ 278,537	\$ 275,000
Property Tax - Current	2,492,945	2,510,414	2,654,144	2,605,553	\$ 2,641,693	\$ 2,635,338
Property Tax - Delinquent	53,010	20,000	20,000	41,129	\$ 45,631	\$ 30,000
Franchise Taxes					\$ -	\$ -
Electric Franchise Taxes	139,252	139,000	147,000	179,472	\$ 224,031	\$ 180,000
Gas Franchise Taxes	44,369	44,000	47,000	31,133	\$ 31,133	\$ 42,000
Phone Franchise Taxes	29,678	15,000	20,000	12,996	\$ 19,424	\$ 15,000
Cable Franchise Taxes	6,733	7,000	7,500	7,419	\$ 7,419	\$ 10,000
<b>Grants</b>	<b>\$ 238,314</b>	<b>\$ 117,000</b>	<b>\$ 63,240</b>	<b>\$ 190,852</b>	<b>\$ 219,418</b>	<b>\$ 30,188</b>
FD Training Grant	126,255	-	-	-	\$ -	\$ -
Safer Grant	110,979	117,000	63,240	34,674	\$ 63,240	\$ 30,188
Forest Service Grant	-	-	-	155,000	\$ 155,000	\$ -
Police Grants	1,080	-	-	1,178	\$ 1,178	\$ -
<b>Donations</b>	<b>\$ 58,591</b>	<b>\$ 72,500</b>	<b>\$ 58,500</b>	<b>\$ 90,022</b>	<b>\$ 99,835</b>	<b>\$ 56,000</b>
Main Street Special Event	2,209	15,000	10,000	5,280	\$ 13,193	\$ 5,000
Main Street Golf Tournament	42,455	40,000	30,000	35,048	\$ 36,948	\$ 35,000
Main Street Donations	-	5,000	-	-	\$ -	\$ -
Park Donations	-	2,500	2,500	-	\$ -	\$ -
Police Donations	-	-	-	-	\$ -	\$ -
Fire Department Donations	1,000	-	-	30,800	\$ 30,800	\$ -
County Library Funds	12,927	10,000	16,000	18,895	\$ 18,895	\$ 16,000
<b>Penalties &amp; Interest</b>	<b>\$ 22,176</b>	<b>\$ 20,000</b>	<b>\$ 17,000</b>	<b>\$ 6,278</b>	<b>\$ 10,006</b>	<b>\$ 30,000</b>
Interest Income	22,176	20,000	17,000	6,278	\$ 10,006	\$ 30,000
<b>Miscellaneous</b>	<b>\$ 130,597</b>	<b>\$ 87,655</b>	<b>\$ 134,100</b>	<b>\$ 143,743</b>	<b>\$ 217,093</b>	<b>\$ 177,065</b>
Police Reports	340	350	500	193	\$ 278	\$ 300
Police Seizures	-	-	-	657	\$ 657	\$ -
County Rebate of CS	3,141	3,400	3,100	2,316	\$ 4,271	\$ 3,100
Collin County Fire Fees	60,205	46,405	46,500	26,049	\$ 34,624	\$ 40,000
Denton County Fire Fees	10,000	10,000	11,000	10,000	\$ 12,000	\$ 15,000
Deployment Reimbursement	-	-	-	-	\$ 18,899	\$ -
Insurance Proceeds	2,233	-	-	-	\$ -	\$ -
Sale of Fixed Assets	2,801	-	-	44,914	\$ 53,294	\$ -
Property Rental	225	-	-	-	\$ -	\$ -
Park Usage Fees	11,135	10,000	13,000	10,183	\$ 14,207	\$ 44,000
Health Inspection Fees	5,015	4,500	6,000	5,120	\$ 5,570	\$ 6,000
Fire Inspection Fees	1,250	1,500	1,500	4,304	\$ 13,127	\$ 2,500
Alarm Permits	1,875	1,500	2,000	2,125	\$ 3,000	\$ 2,000
Miscellaneous Income	32,377	10,000	17,500	15,578	\$ 18,706	\$ 17,500
Settlement Reimbursement	-	-	-	-	\$ -	\$ -
Library Services Contract	-	-	33,000	22,305	\$ 38,460	\$ 46,665
<b>Transfers In</b>	<b>\$ 300,000</b>	<b>\$ 325,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>
<b>Total Revenues</b>	<b>\$ 4,195,514</b>	<b>\$ 4,076,349</b>	<b>\$ 3,945,684</b>	<b>\$ 3,940,177</b>	<b>\$ 4,427,360</b>	<b>\$ 4,077,091</b>

## General Fund Summary of Expenditures

Activity Area	FY09 YE Actual	FY2010 Approved	FY2011 Budget	FY2011 Actual 06/30/11	FY2011 YEAR END Projected	FY2012 Approved Budget
City Secretary's Office	102,530	104,012	115,879	87,371	\$ 121,917	\$ 110,287
Development Services	372,519	326,984	329,866	255,457	\$ 337,323	\$ 326,124
Administration	897,077	810,101	730,491	698,967	\$ 911,133	\$ 858,525
Court	72,524	76,712	75,177	51,175	\$ 75,082	\$ 72,921
Fire	1,056,115	977,041	957,746	1,010,952	\$ 1,181,561	\$ 1,050,396
Public Works	348,811	412,870	422,753	240,566	\$ 407,942	\$ 427,015
Police	858,401	936,938	883,613	705,090	\$ 862,813	\$ 726,932
Parks	233,774	241,762	232,740	133,719	\$ 232,740	\$ 284,970
Main Street	47,672	57,697	57,369	39,180	\$ 56,385	\$ 87,369
Library	-	127,358	137,599	89,153	\$ 138,690	\$ 130,704
Transfers Out	100,000	-	-	-	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 4,089,424</b>	<b>\$ 4,071,475</b>	<b>\$ 3,943,233</b>	<b>\$ 3,311,629</b>	<b>\$ 4,325,587</b>	<b>\$ 4,075,243</b>

### Utility Fund Schedule of Revenue

Revenue Category	FY09 YE Actual	FY2010 Approved	FY2011 Budget	FY2011 Actual 06/30/11	FY2011 YEAR END Projected	FY2012 Approved Budget
<b>Fines &amp; Fees</b>	<b>\$ 248,499</b>	<b>\$ 61,066</b>	<b>\$ 93,866</b>	<b>\$ 95,522</b>	<b>\$ 135,468</b>	<b>\$ 122,303</b>
Water Tower Rental Fees	37,250	40,349	51,866	28,427	\$ 35,303	38,303
Water Impact Fees	123,214	-	-	-	\$ -	-
Sewer Impact Fees	61,607	-	-	-	\$ -	-
Reconnect/Disconnect Fee	-	-	-	10,665	\$ 14,220	10,000
Customer Service Fees	-	-	-	880	\$ 1,173	1,000
Transfer Fees	-	-	-	650	\$ 867	1,000
Water Taps	26,428	20,717	28,000	38,900	\$ 56,900	48,000
Sewer Taps	-	-	14,000	16,000	\$ 27,005	24,000
<b>Penalties &amp; Interest</b>	<b>\$ 63,439</b>	<b>\$ 60,901</b>	<b>\$ 50,000</b>	<b>\$ 49,082</b>	<b>\$ 69,094</b>	<b>\$ 56,500</b>
Penalties	48,519	45,040	47,500	47,870	\$ 66,594	55,000
Interest Income	14,920	15,861	2,500	1,212	\$ 2,500	1,500
<b>Sales</b>	<b>\$ 2,375,422</b>	<b>\$ 2,745,365</b>	<b>\$ 4,047,527</b>	<b>\$ 2,174,049</b>	<b>\$ 3,631,185</b>	<b>\$ 3,883,839</b>
Water Sales	1,571,234	1,849,254	2,637,563	1,336,084	\$ 2,416,685	2,610,020
Sewer Sales	558,996	596,111	1,095,067	616,760	\$ 915,393	965,739
Garbage Billing	245,192	300,000	314,897	221,205	\$ 299,107	308,080
<b>Miscellaneous Revenue</b>	<b>\$ 3,839</b>	<b>\$ 2,677</b>	<b>\$ 10,000</b>	<b>\$ 13,429</b>	<b>\$ 18,545</b>	<b>\$ 12,460</b>
Radio Read Reserve	1,972	1,392	5,000	5,220	\$ 8,120	6,960
Bond Proceeds	-	-	-	-	\$ -	-
Insurance Proceeds	-	-	-	-	\$ -	-
Sales of Fixed Assets	-	-	-	-	\$ -	-
Contributions	-	-	-	-	\$ -	-
Miscellaneous Income	1,868	1,285	5,000	8,209	\$ 10,425	5,500
<b>Total Revenues</b>	<b>\$ 2,691,199</b>	<b>\$ 2,870,009</b>	<b>\$ 4,201,393</b>	<b>\$ 2,332,083</b>	<b>\$ 3,854,291</b>	<b>\$ 4,075,102</b>

### Utility Fund Summary of Expenditures

Activity Area	FY09 YE Actual	FY2010 Approved Budget	FY2011 Budget	FY2011 Actual 06/30/11	FY2011 YEAR END Projected	FY2012 Approved Budget
Water Department	2,403,515	2,629,676	2,479,154	1,837,613	\$ 2,493,328	2,530,758
Sewer Department	766,528	919,716	886,357	540,455	\$ 884,586	897,182
Trash & Recycling Collection	213,784	297,780	310,635	229,636	\$ 310,635	319,954
<b>Total</b>	<b>\$ 3,383,827</b>	<b>\$ 3,847,172</b>	<b>\$ 3,676,146</b>	<b>\$ 2,607,704</b>	<b>\$ 3,688,549</b>	<b>\$ 3,747,894</b>

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**All**  
**All**

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 2,409,007	\$ 2,697,579	\$ 2,623,365	\$ 2,691,225	3%
Legal & Professional	\$ 496,696	\$ 446,359	\$ 624,416	\$ 455,527	-27%
Materials & Supplies	\$ 120,909	\$ 95,796	\$ 104,181	\$ 115,755	11%
Maintenance	\$ 132,128	\$ 131,312	\$ 134,739	\$ 158,067	17%
Utilities	\$ 178,537	\$ 194,148	\$ 179,603	\$ 188,550	5%
Other Operating Expenses	\$ 852,084	\$ 378,039	\$ 659,284	\$ 466,119	-29%
<b>Total Expenditures</b>	<b>\$ 4,189,361</b>	<b>\$ 3,943,233</b>	<b>\$ 4,325,587</b>	<b>\$ 4,075,243</b>	<b>-5.8%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
City Secretary's Office	1	1	1	1	0
Development Services	2.75	2.75	4	4	1.25
Administration	3	3	4	4	1
Municipal Court	1	1	1	1	0
Fire Department	11.5	11	11	11	0
Public Works	3.5	3	4	4	1
Police Department	9	9	7.5	7.5	-1.5
Parks	3	3	3	3	0
Main Street	0	0	0	0	0
Library	2	2	2	2	0
<b>Total Personnel</b>	<b>36.75</b>	<b>35.75</b>	<b>37.5</b>	<b>37.5</b>	<b>1.75</b>

Notes:

**Key Points of Proposed Budget**

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**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Library Services**  
 102-508

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 64,822	\$ 96,745	\$ 96,520	\$ 95,577	-1%
Legal & Professional	\$ 20,316	\$ -	\$ -	\$ -	0%
Materials & Supplies	\$ 3,986	\$ 4,500	\$ 7,535	\$ 3,090	-59%
Maintenance	\$ -	\$ 3,000	\$ 4,007	\$ 4,050	1%
Utilities	\$ 7,335	\$ 10,920	\$ 7,526	\$ 8,212	9%
Other Operating Expenses	\$ 33,178	\$ 22,434	\$ 23,103	\$ 19,775	-14%
<b>Total Expenditures</b>	<b>\$ 129,637</b>	<b>\$ 137,599</b>	<b>\$ 138,690</b>	<b>\$ 130,704</b>	<b>-6%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Library Director	1	1	1	1	0
Library Clerk (2 part time positions)	0	1	1	1	0
<b>Total Personnel</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

- Proposed budget allows for fully functional public library service.
- Other Operating Expenses category includes \$15,000 for purchase of new books, media, and periodicals.
- Direct Library revenues in FY2011 = \$49,317. Direct Library revenues in FY2012 = \$62,665 which represent a full year contract with Town of Prosper for \$46,665.00 and funds from the Collin County for \$16,000.00.
- In FY 2011-2012 because of increase in direct revenues by 27% and overall Library budget decreases of 5%, real net change resulted in decrease of 32.5% from FY2011.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**City Secretary's Office**  
 102-509

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 79,849	\$ 84,667	\$ 86,132	\$ 85,298	-1%
Legal & Professional	\$ 6,928	\$ 1,850	\$ 1,850	\$ 4,000	116%
Materials & Supplies	\$ 1,754	\$ 1,145	\$ 695	\$ 1,145	65%
Maintenance	\$ 809	\$ 750	\$ 750	\$ 750	0%
Utilities	\$ 5,441	\$ 5,500	\$ 5,500	\$ 5,500	0%
Other Operating Expenses	\$ 16,252	\$ 21,967	\$ 26,990	\$ 13,594	-50%
<b>Total Expenditures</b>	<b>\$ 111,033</b>	<b>\$ 115,879</b>	<b>\$ 121,917</b>	<b>\$ 110,287</b>	<b>-10%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
City Secretary	1	1	1	1	0
<b>Total Personnel</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

1. No significant changes to programs or personnel proposed for FY 2011-2012.
2. Decrease in this budget is reflective of reduction of estimated \$8,373.00 due to not having to administer the local option election for year 2012.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Development Services**  
 102-510

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 203,792	\$ 218,900	\$ 218,366	\$ 276,961	27%
Legal & Professional	\$ 84,976	\$ 88,500	\$ 90,500	\$ 23,142	-74%
Materials & Supplies	\$ 8,459	\$ 1,500	\$ 2,261	\$ 1,500	-34%
Maintenance	\$ 1,179	\$ 2,800	\$ 4,955	\$ 5,750	16%
Utilities	\$ 7,934	\$ 9,321	\$ 9,321	\$ 9,321	0%
Other Operating Expenses	\$ 25,559	\$ 8,845	\$ 11,920	\$ 9,450	-21%
<b>Total Expenditures</b>	<b>\$ 331,898</b>	<b>\$ 329,866</b>	<b>\$ 337,323</b>	<b>\$ 326,124</b>	<b>-3%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Director of Planning	1	1	1	1	0
Permit Technician	1	0.75	0.75	1	0.25
Codes Enforcement Officer	0	1	1	1	0
Building Official	0	0	0	1	1
<b>Total Personnel</b>	<b>2</b>	<b>2.75</b>	<b>2.75</b>	<b>4</b>	<b>1.25</b>

Notes:

**Key Points of Proposed Budget**

1. Legal & Professional is under budget in FY 2011-2012 due to elimination of contract inspections, which is covered by hiring of new building official.
2. Permit technician position has been elevated from part time to full time.
3. In FY 2011-2012 we have budgeted \$15,142.40 for contractual commitment for previous director of planning.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Administration**  
 102-511

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 350,591	\$ 369,004	\$ 282,530	\$ 347,690	23%
Legal & Professional	\$ 127,277	\$ 133,200	\$ 320,060	\$ 206,162	-36%
Materials & Supplies	\$ 14,974	\$ 7,250	\$ 6,250	\$ 8,570	37%
Maintenance	\$ 8,637	\$ 11,150	\$ 11,150	\$ 11,000	-1%
Utilities	\$ 9,678	\$ 8,150	\$ 6,950	\$ 8,310	20%
Other Operating Expenses	\$ 257,476	\$ 201,737	\$ 284,193	\$ 276,794	-3%
<b>Total Expenditures</b>	<b>\$ 768,633</b>	<b>\$ 730,491</b>	<b>\$ 911,133</b>	<b>\$ 858,525</b>	<b>-6%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
City Manager	1	1	1	1	0
Senior Administrative Assistant	1	1	1	1	0
Director of Finance	1	1	1	1	0
Accounting Clerk	0	0	0	1	1
<b>Total Personnel</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>

**Notes:**

**Key Points of Proposed Budget**

1. Increase in funding level in categories Legal & professional due primarily to increase in legal services.
2. Other Operating Expenses category is relatively high due to the cost of Oncor Obligation (\$25 K). Annual Fireworks (\$20 K), Code Red (\$10 K), Centennial Celebration (\$20 K) and other unforeseen events (\$25 K).
3. In FY 2011-2012 we have added an accounting clerk to assist in finance department as well as utility billing and municipal court. Total cost for this position will be around \$35,600.00 all inclusive.
4. In FY 2011-2012 we have added \$5,000.00 for development of new web site in conjunction with Celina Economic Development Corporation.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Municipal Court**  
 102-512

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 45,967	\$ 50,694	\$ 51,013	\$ 51,083	0%
Legal & Professional	\$ 10,952	\$ 11,171	\$ 11,171	\$ 9,371	-16%
Materials & Supplies	\$ 613	\$ 2,000	\$ 2,500	\$ 1,400	-44%
Maintenance	\$ 3,410	\$ 2,112	\$ 2,112	\$ 2,417	14%
Utilities	\$ 6,061	\$ 6,100	\$ 5,750	\$ 6,100	6%
Other Operating Expenses	\$ 3,099	\$ 3,100	\$ 2,536	\$ 2,550	1%
<b>Total Expenditures</b>	<b>\$ 70,102</b>	<b>\$ 75,177</b>	<b>\$ 75,082</b>	<b>\$ 72,921</b>	<b>-3%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Court Clerk	1	1	1	1	0
<b>Total Personnel</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

1. Includes continued funding of Municipal Court operations with no significant changes.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Fire & EMS**  
 102-513

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 731,982	\$ 766,490	\$ 819,747	\$ 878,040	7%
Legal & Professional	\$ 94,420	\$ 53,000	\$ 37,308	\$ 25,000	-33%
Materials & Supplies	\$ 37,144	\$ 30,500	\$ 31,000	\$ 32,000	3%
Maintenance	\$ 59,665	\$ 49,750	\$ 48,950	\$ 57,550	18%
Utilities	\$ 27,459	\$ 26,250	\$ 21,052	\$ 23,050	9%
Other Operating Expenses	\$ 175,692	\$ 31,756	\$ 223,504	\$ 34,756	-84%
<b>Total Expenditures</b>	<b>\$ 1,126,363</b>	<b>\$ 957,746</b>	<b>\$ 1,181,561</b>	<b>\$ 1,050,396</b>	<b>-11%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Fire Chief (Contract)	0.5	0.5	1	1	0
Firefighter	9	9	9	9	0
Fire Marshal/Chief Bldg Official	1	1	0	0	0
EMS Division Chief	1	1	1	1	0
<b>Total Personnel</b>	<b>11.5</b>	<b>11.5</b>	<b>11</b>	<b>11</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

1. Increase in funding level is mainly due to budget error. A fireman was to be terminated for the budget year 2011. Personnel cost was reduced but the fireman never was terminated.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**

**General Fund**  
**Public Works**  
**(Streets & Drainage)**

**Account Group:**

102-514

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 160,330	\$ 207,463	\$ 191,394	\$ 225,507	18%
Legal & Professional	\$ 115,918	\$ 101,540	\$ 105,698	\$ 79,158	-25%
Materials & Supplies	\$ 18,571	\$ 13,350	\$ 13,889	\$ 22,500	62%
Maintenance	\$ 10,108	\$ 11,200	\$ 10,700	\$ 11,700	9%
Utilities	\$ 85,634	\$ 85,950	\$ 82,860	\$ 85,400	3%
Other Operating Expenses	\$ 9,701	\$ 3,250	\$ 3,401	\$ 2,750	-19%
<b>Total Expenditures</b>	<b>\$ 400,262</b>	<b>\$ 422,753</b>	<b>\$ 407,942</b>	<b>\$ 427,015</b>	<b>5%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Director of Public Works	1	1	1	1	0
Street & Drainage Superintendent	0	0	0	1	1
Maintenance Worker	2	2	2	2	0
Contract Labor	0.5	0.5	0	0	0
<b>Total Personnel</b>	<b>3.5</b>	<b>3.5</b>	<b>3</b>	<b>4</b>	<b>1</b>

*Notes: Utilities expense includes electricity for street lighting.*

**Key Points of Proposed Budget**

1. Includes a new position of Street & Drainage Superintendent to provide field-level supervision to the crew. This position will have approximately \$44,600.00 impact on FY 2011-2012 budget.
2. Discontinued contract mowing program for Public Works department and add to Parks department budget.
3. In FY 2011-2012 we have budgeted for concrete saw, crack sealing machine and a used truck for the total of \$10,000.00.
2. Fuel Line item has been increased by \$2,500.00..

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Police**  
 102-515

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 687,428	\$ 744,465	\$ 718,511	\$ 583,788	-19%
Legal & Professional	\$ 26,222	\$ 33,098	\$ 33,829	\$ 28,694	-15%
Materials & Supplies	\$ 11,877	\$ 6,500	\$ 11,500	\$ 7,500	-35%
Maintenance	\$ 36,004	\$ 38,200	\$ 39,265	\$ 47,400	21%
Utilities	\$ 11,741	\$ 11,400	\$ 10,456	\$ 12,100	16%
Other Operating Expenses	\$ 324,589	\$ 49,950	\$ 49,252	\$ 47,450	-4%
<b>Total Expenditures</b>	<b>\$ 1,097,861</b>	<b>\$ 883,613</b>	<b>\$ 862,813</b>	<b>\$ 726,932</b>	<b>-16%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Police Chief	1	1	1	0	-1
Lieutenant/Investigator (Int. PC)	1	1	1	1	0
Sergeant	1	1	1	1	0
Corporal	1	1	1	0	-1
Patrol Officer	5	5	5	5.5	0.5
School Resource Officer	1	0	0	0	0
<b>Total Personnel</b>	<b>10</b>	<b>9</b>	<b>9</b>	<b>7.5</b>	<b>-1.5</b>

*Notes: Lieutenant/ Investigator also serves as interim police chief.*

**Key Points of Proposed Budget**

1. In FY 2011-2012 2 frozen position will be filled as of January 1, 2012. Total cost of these 2 position for Nine (9) months is approximately \$ 93,500.00 all inclusive.
2. Funding level reflects significant change in personnel. We have budgeted for full budget year with the interim police chief.
3. Decrease Other Operating Expense funding is due primarily to no purchase or lease of new vehicles.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Parks**  
 102-516

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 147,497	\$ 157,301	\$ 157,301	\$ 145,432	-8%
Legal & Professional	\$ 6,004	\$ -	\$ -	\$ 50,000	100%
Materials & Supplies	\$ 26,293	\$ 27,251	\$ 26,751	\$ 36,250	36%
Maintenance	\$ 12,201	\$ 12,150	\$ 12,650	\$ 17,250	36%
Utilities	\$ 22,125	\$ 27,838	\$ 27,838	\$ 27,838	0%
Other Operating Expenses	\$ 8,221	\$ 8,200	\$ 8,200	\$ 8,200	0%
<b>Total Expenditures</b>	<b>\$ 222,341</b>	<b>\$ 232,740</b>	<b>\$ 232,740</b>	<b>\$ 284,970</b>	<b>22%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Park Superintendent	1	1	1	1	0
Crew Leader	1	1	1	1	0
Maintenance Worker	1	1	1	0	-1
Park & Recreations Supervisor	0	0	0	1	1
<b>Total Personnel</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

1. increase in spending reflects hiring of Park & Recreations Supervisor. This position will be paid with the revenue generated from sports activities that formerly operated by CRA. This position will cost approximately \$46,600.00 all inclusive.
2. Based on revenue levels at mid-year, we will reconsider contract labor position.
3. In FY 2011-2012 all of the contract mowing is given to the parks department. In FY 2010-2011 we had contract mowing in both budgets of Public Works as well as Parks.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**General Fund**  
**Main Street**  
 102-517

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 1,570	\$ 1,850	\$ 1,850	\$ 1,850	0%
Legal & Professional	\$ 24,000	\$ 24,000	\$ 24,000	\$ 30,000	25%
Materials & Supplies	\$ 1,224	\$ 1,800	\$ 1,800	\$ 1,800	0%
Maintenance	\$ 114	\$ 200	\$ 200	\$ 200	0%
Utilities	\$ 2,464	\$ 2,719	\$ 2,350	\$ 2,719	16%
Other Operating Expenses	\$ 31,496	\$ 26,800	\$ 26,185	\$ 50,800	94%
<b>Total Expenditures</b>	<b>\$ 60,868</b>	<b>\$ 57,369</b>	<b>\$ 56,385</b>	<b>\$ 87,369</b>	<b>55%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Main Street Manager (Contract)	0.5	0	0	0	0
<b>Total Personnel</b>	<b>0.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

1. Proposed budget allows for continued funding of Main Street Program with no significant changes.
2. Starting with the budget year 2012, Main Street will contribute \$30,000.00 annually for 5 years toward square renovation bond debt.
2. In FY 2011-2012 budget year we have added \$6,000.00 to Main Street Manager's contract by reducing special event expenditures by the same amount.

**FY 2012 Departmental Summary**



**Fund:** water & Sewer fund  
**Department:** All  
**Account Group:** All

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 335,546	\$ 347,818	\$ 354,433	\$ 359,913	2%
Legal & Professional	\$ 343,657	\$ 352,635	\$ 355,310	\$ 428,454	21%
Materials & Supplies	\$ 126,181	\$ 110,600	\$ 115,618	\$ 94,150	-19%
Maintenance	\$ 135,957	\$ 136,600	\$ 134,767	\$ 139,800	4%
Utilities	\$ 256,065	\$ 255,850	\$ 254,424	\$ 253,800	0%
Other Operating Expenses	\$ 3,009,049	\$ 2,472,643	\$ 2,473,997	\$ 2,471,777	0%
<b>Total Expenditures</b>	<b>\$ 4,206,456</b>	<b>\$ 3,676,146</b>	<b>\$ 3,688,549</b>	<b>\$ 3,747,894</b>	<b>1.6%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Water	4	4	4	4	0
Sewer	4	2	3	3	0
Trash	0	0	0	0	0
<b>Total Personnel</b>	<b>8</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

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**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**Utility Fund**  
**Water**  
 202-521

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 222,260	\$ 215,591	\$ 237,364	\$ 222,447	-6%
Legal & Professional	\$ 37,799	\$ 25,000	\$ 24,000	\$ 54,500	127%
Materials & Supplies	\$ 103,195	\$ 90,700	\$ 89,862	\$ 64,500	-28%
Maintenance	\$ 81,168	\$ 72,400	\$ 68,067	\$ 69,000	1%
Utilities	\$ 200,905	\$ 198,450	\$ 197,474	\$ 198,000	0%
Other Operating Expenses	\$ 2,432,111	\$ 1,877,013	\$ 1,876,561	\$ 1,922,311	2%
<b>Total Expenditures</b>	<b>\$ 3,077,437</b>	<b>\$ 2,479,154</b>	<b>\$ 2,493,328</b>	<b>\$ 2,530,758</b>	<b>2%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Water Plant Operator	1	1	1	1	0
Maintenance Worker	2	2	2	2	0
Utility Billing Clerk	1	1	1	1	0
<b>Total Personnel</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>

Notes:

**Key Points of Proposed Budget**

1. UTRWD water cost increasing by about 3.5%.
2. Transfer out to general fund decreased by \$175,000 in order to enable utility fund balance to increase, and to move towards franchise fee model.
3. Materials and Supplies category continues meter change-out program, changing out 5% of water meters with automatic meter reading technology.
4. Proposed budget includes funding for Impact Fee study as well as W/S master plan for total of \$47,500.00.
5. Revenue projections for water include an approximate 8% increase in rates, consistent with planned increase identified in 2011 rate study.
6. Proposed budget allows for purchase of Mini-Excavator for \$5,000.00.
6. Proposed budget allows for purchase of backflow software for \$2,000.00.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**Utility Fund**  
**Sewer**  
 202-522

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ 113,287	\$ 132,227	\$ 117,069	\$ 137,466	17%
Legal & Professional	\$ 10,015	\$ 17,000	\$ 20,675	\$ 54,000	161%
Materials & Supplies	\$ 22,986	\$ 19,900	\$ 25,756	\$ 29,650	15%
Maintenance	\$ 54,790	\$ 64,200	\$ 66,700	\$ 70,800	6%
Utilities	\$ 55,160	\$ 57,400	\$ 56,950	\$ 55,800	-2%
Other Operating Expenses	\$ 576,938	\$ 595,630	\$ 597,436	\$ 549,466	-8%
<b>Total Expenditures</b>	<b>\$ 833,176</b>	<b>\$ 886,357</b>	<b>\$ 884,586</b>	<b>\$ 897,182</b>	<b>1%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Wastewater Plant Operator	1	1	1	1	0
Maintenance Worker	1	1	2	2	0
<b>Total Personnel</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>0</b>

*Notes: FY2011 estimate reflects Carter Ranch WW Relief line not being completed.*

**Key Points of Proposed Budget**

1. FY2011-2012 proposed amount adds Sewer Impact study as well as W/S Master Plan fees for a total of \$47.5 K to each of these budgets..
2. Other Operating Expenses includes 9 months of regional sewer service through the Carter Ranch WW Relief line.
3. UTRWD interest cost on the equity has decreased by nearly 50%.
4. Revenue projections for sewer include an approximate 7% increase in rates, consistent with planned increase identified in 2011 rate study.

**FY 2012 Departmental Summary**



**Fund:**  
**Department:**  
**Account Group:**

**Utility Fund**  
**Trash & Recycling**  
 202-522

Expenditures	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Percent Change
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Legal & Professional	\$ 295,843	\$ 310,635	\$ 310,635	\$ 319,954	3%
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	0%
Maintenance	\$ -	\$ -	\$ -	\$ -	0%
Utilities	\$ -	\$ -	\$ -	\$ -	0%
Other Operating Expenses	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Expenditures</b>	<b>\$ 295,843</b>	<b>\$ 310,635</b>	<b>\$ 310,635</b>	<b>\$ 319,954</b>	<b>3%</b>

Personnel	FY2010 Actual	FY2011 Budget	FY2011 Estimate	FY2012 Approved Budget	Change
Waste Management	0	0	0	0	0
<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Notes: Significant change from FY2009-FY2010 was the addition of recycling service.*

**Key Points of Proposed Budget**

1. Proposed budget includes estimated 3% increase in cost, plus addition of approximately 40 homes.
2. Revenues estimates associated with trash & recycling assume a 3% rate increase to cover the cost increases recognized over the past three years.