

# *CITY OF LAGO VISTA*



*2012-2013  
ADOPTED BUDGET  
CITY OF LAGO VISTA*

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## MEMORANDUM

TO: The Mayor and Members of the City Council

FROM: Bill Angelo, City Manager

DATE: August 1, 2012

SUBJECT: 2012/13 Annual Operating Budget

The recommended Annual Operating Budget for the 2012/13 Fiscal Year is attached for your review and consideration. The Budget reflects the efforts of several employees including Department Heads, Division Supervisors and other support staff who have attempted to address the needs of their operations and project probable costs for the provision of services to the citizens of Lago Vista under what can only be described as trying economic conditions. The primary focus in this year's budget development process has been to balance expenses with anticipated reductions in revenues while minimizing any reduction in services provided to the public. The following Budget Message attempts to summarize these efforts and highlights significant changes and other related issues.

### **Budgeting Principles:**

The City's budget represents the financial status and service delivery plans for the City. It is a tool for the City Council and Mayor to establish prioritized goals for the next fiscal year. The budget is used to bring objectives and goals into being. It is a means by which the City Council and administration can express its desires to the citizens and staff. As an accounting device, the budget allows staff to keep a watchful eye on the City's financial integrity and to measure performance. As can be seen, the City's budget is a multifaceted tool used for many purposes.

The budget fulfills four roles: policy, operations, communications, and a financial guide. First and foremost the budget is a policy document; it is usually the most important policy document that the City Council will deliberate in any year. The budget reflects the City's

priorities in providing services to the public. No city can be all things to all people; most services cost money and there just isn't enough money to go around to cover the cost of everyone's requests. Therefore, the City has to prioritize services and programs and make difficult decisions about what gets funded and what doesn't.

The budget is also an operations guide. As much as practical, we have provided information about the items included in the budget. The budget sheets identify many of the major expenditures in the budget for many line items. Personnel and benefits are identified, capital outlay purchases (those items over \$1,000) are identified, and many of the services charged to the City are identified. This detail not only helps the City Council in deciding what to fund or eliminate from the budget, it also lets the City staff know what is or is not included in the budget. The budget also helps to make the coding of expenditures much easier throughout the fiscal year. As an operations guide, the budget is a very valuable resource throughout the fiscal year as issues arise or priorities change.

The budget is also a financial document. It identifies the funds the City receives and money the City spends. The budget helps explain the financial condition of the City. Keeping the City in a sound financial condition is a primary responsibility of the City Council and City staff. In preparing the budget, we recognize the impact our decisions make on the overall financial health of the City.

The budget is also a communications device. It helps inform the citizens about the City's financial condition and the services the City provides. Sometimes special interests only look at their own particular concerns and are unaware of the multitude of problems and issues facing the City. By having a well-presented document, the City Council and staff can better explain to citizens our priorities and policies in providing City services.

### **Legal Requirements:**

The budgeting process in every Texas City, without regard to size, must comply with the requirements of the Texas Tax Code. In addition, the budgeting process in the City of Lago Vista is governed by the Lago Vista City Charter. These documents require that a city must comply with ten tenets.

1. The City Council must adopt an annual budget and conduct the financial affairs of the City in strict conformance with the budget.
2. The budget for each fiscal year must be adopted prior to the first day of that fiscal year. In accordance with our home rule charter the new fiscal year begins on October 1<sup>st</sup> and runs through September 30<sup>th</sup>.

3. The budget must list all proposed expenditures to be made that fiscal year and compare them with expenditures for the same purpose during the prior fiscal year.
4. The budget must show a complete financial statement for the City including all debts and financial obligations, a projected cash position for the City at the end of the fiscal year, total projected revenues for the current fiscal year, and estimated revenues for the next fiscal year.
5. All projected activities and projects the City will participate in must be defined as accurately as possible and an estimated price for each activity must be affixed to it.
6. The City's budget office, in Lago Vista's case, the City Manager, must prepare a proposed budget for the consideration of the City Council.
7. The proposed budget must be filed with the City Clerk/Secretary and be made available to the public no less than 30 days prior to the date the Council will set the property tax rate for the next fiscal year.
8. The City Council must hold two public hearings if the proposed tax rate exceeds the effective tax rate or rollback rate, whichever is lower. If the actual tax rate exceeds the rollback the citizens of the community may file a petition calling for an election to rollback the taxes.
9. The budget may be changed by the City Council as they see fit after the completion of the public hearing.
10. After adoption of the final budget by majority vote of the City Council, copies must be filed with the City Clerk/Secretary and made available to the public.

### **Budget Format:**

The budget is divided into funds and departments. Lago Vista's Budget is divided into the following Fund categories: General Fund, Utility Fund, Golf Course Fund, Hotel Occupancy Fund, Park Fund, Construction Fund, Impact Fee Fund, and the Debt Service Fund. The General Fund includes all expenditures for the General Administration, Building Maintenance, Development Services, Finance, Municipal Court, Dispatching, Police, Public Works, Aviation, Recreation and Library departments. The Utility Fund includes all funding for the Utility Administration, Water Services, Water Plant One, Water Plant Two, the Sewer Plant, Sewer Services and the Effluent Disposal departments. The Golf Course Fund includes revenues and expenditures for the Lago Vista Municipal Golf Course including both the Lago Vista and Highland Lakes Courses and is divided into two divisional budgets which include the Pro Shop/Snack Bar and the Golf Course Maintenance Operations. The Hotel Occupancy Fund includes revenues generated by the Hotel/Motel Occupancy Tax and includes all expenditures related to that fund. The Park Fund includes all financial transactions related to the capital expenses and improvements to the City's Sports Complex and Swimming Pool. The Construction Fund depicts all financial activity related to the City's Capital Improvement Program. The Impact Fee Fund includes all revenues collected and expenditures under the Impact Fee Ordinance. The Debt Service Fund includes all revenues and expenses related to the City's debt.

### **Changes in Budget Format from Previous Year:**

There are no major changes in format from previous years in the Proposed 2012/13 Budget.

### **Factors Affecting the 2012/13 Budget:**

The 2012/13 Budget as proposed is a product influenced by a number of factors which have affected both revenues and expenses. Specific factors of major significance include:

1. The downturn in economic conditions continues to result in a significant decrease in the overall value of taxable property in the community due to devaluations which will result in significantly lower ad valorem tax revenue to support general fund M&O expenses and debt service expenses without a significant increase in the City's tax rate.
2. The economic climate has and will continue to affect sales tax revenues generated in Lago Vista. Recent trends and projections indicate that Sales Tax Revenues will only experience a nominal increase.

3. The economic conditions continue to result in very little growth in the community in terms of new developments, building permits, other permits, water and sewer taps, and other such activities which result in revenues for related services that will remain lower than in prior years.
4. The Budget anticipates a rather nominal inflationary cost increase of 2% in some goods and services and somewhat larger increases in specific commodities such as electricity, raw water and chemicals. The cost of fuel is anticipated to remain relatively higher than in prior years.
5. The 2012/13 Budget anticipates a significant increase of \$200,000 in revenues for the change out of labor and equipment for utility project work under the CIP. In order to realize such an increase, the Utility Fund Budget includes funding for two new utility laborer positions.
6. The 2012/13 Budget includes an \$81,554.13 (15%) increase in funding for employee health insurance.
7. The 2012/13 Budget includes a total of \$46,709 for upgrades in computer hardware and software. These costs are spread across all departments and are reflected in the supplemental cost columns of the individual departmental budgets. These costs include upgrades in licenses to implement Windows 7 on 36 PCs and Office 2010 Pro on 46 PCs.
8. The 2012/13 Budget includes \$300,000 for Street Overlays/Maintenance Repairs in the Public Works Budget which will result in a drawdown of Cash Reserves.
9. The Utility Administration Budget includes funding for a City Engineer Position and the Finance Budget includes funding for a part time accounting clerk position. Part funding for these positions will be realized through the Tessera PID.
10. The Police Department Budget provides for an increase in funding related to operational and maintenance expenses for the new building.

### **Budget Goals and Objectives:**

The 2012/13 Budget was developed and prepared with several goals and objectives in mind. These goals include the following items.

1. Balance recurring annual expenses with annual recurring revenues in order to reduce dependency on cash reserves and one time revenues to balance the Budget.
2. Maintain a positive Fund Balance in the Utility Fund.
3. Maintain staffing levels in all departments with modest staffing increases in the Utility Department for laborers to increase construction activities and the addition of the City Engineer's Position and a part time accounting clerk position both of which are related to the new PID.
4. Maintain existing property tax rate below the Effective Tax Rate.

5. Provide for modest increases of 5% for both water service and wastewater rates.
6. Maintain existing levels of service for the citizens of Lago Vista.
7. Provide funding for the continuation of the Employee Rewards Program in an effort to recognize and reward employees for their contributions to the City's excellent financial performance during the 2011/12 Fiscal Year.
8. Provide \$300,000 in funding for a Street Improvement Program.
9. Provide for replacement of older vehicles and equipment.

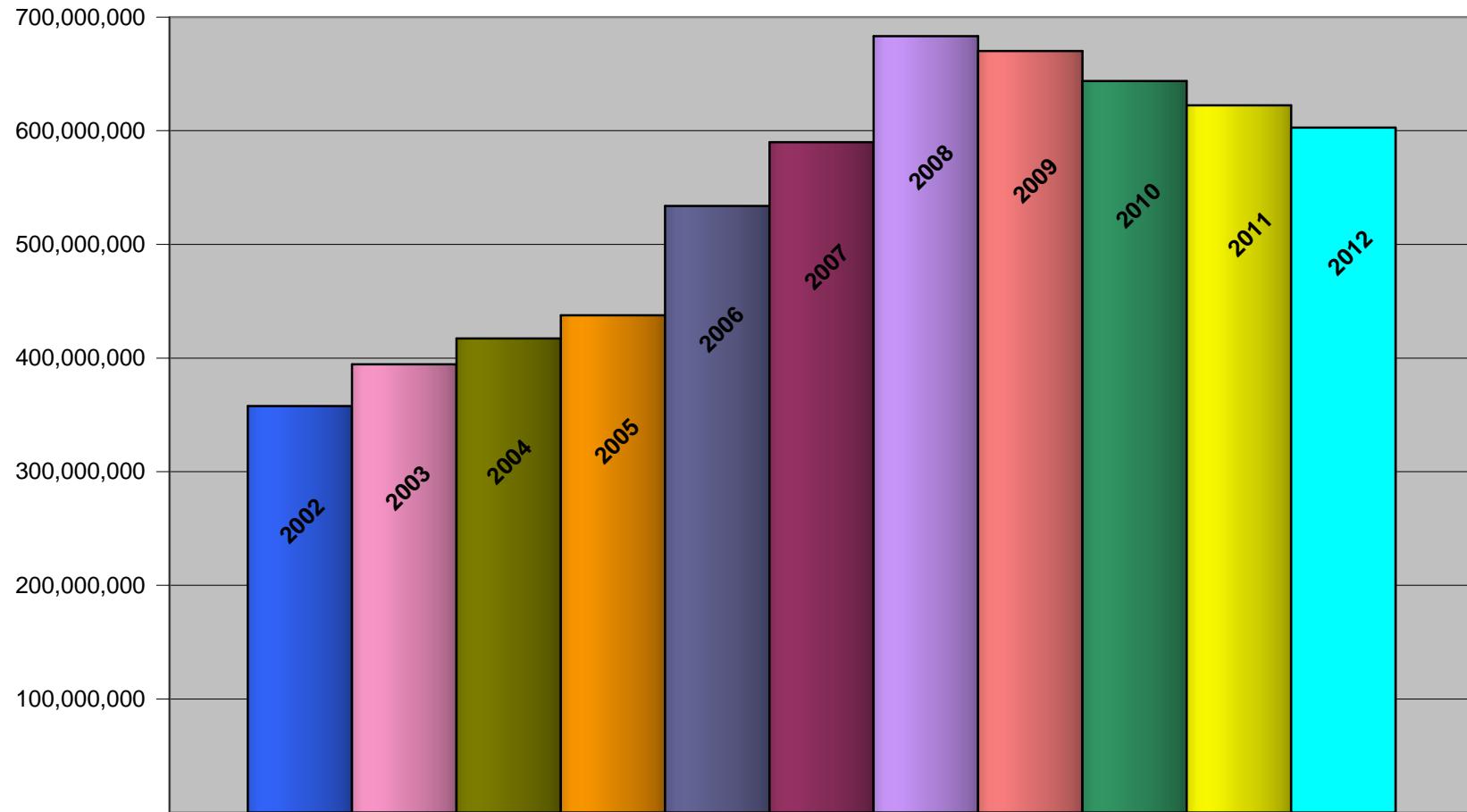
**Ad Valorem Tax Calculations:**

**Decline in Tax Base**

According to the most recent certified tax rolls from the Travis County Central Appraisal District (TCAD) the value of taxable property in Lago Vista is projected to be \$602,859,180 which reflects a decrease in value of \$25,888,796 below the total tax value for 2011/12 Fiscal Year. This decrease in valuation occurred despite an increase in property value of new improvements of \$4,926,321.

The following graph depicts the changes in tax base over the last ten years.

## Changes in Tax Base



### 2012 Truth in Taxation Calculations

A. 2012 PROPERTY VALUES:	CERTIFIED VALUE	\$ 543,682,877
	PROTESTED VALUE	\$ 59,176,303
	UNLISTED VALUE	\$ 0
	2012 TOTAL TAXABLE VALUE	\$ 602,859,180
B. 2011 TOTAL TAXABLE VALUE		\$ 628,747,976
C. 2011 TAXABLE VALUE OVER-65 & DISABLED CEILINGS		\$ 0
D. 2011 TAXABLE VALUE LOST ON COURT APPEALS		\$ 0
E. 2011 DEANNEXED TAX VALUE		\$ 0
F. 2011 TAXABLE VALUE BECOMING EXEMPT IN 2012		\$ 2,534,754
G. 2011 TAXABLE VALUE LOST ON SPECIAL APPRAISAL		\$ 0
H. 2012 TAXABLE VALUE POLLUTION CONTROL EXEMPTION		\$ 0
I. 2012 TAXABLE VALUE OVER-65 & DISABLED CEILINGS		\$ 0
J. 2012 TAX. VALUE OF PROP. ANNEXED > JAN. 1, 2011		\$ 0
K. 2012 TAX. VALUE OF NEW IMP. ADDED > JAN. 1, 2011		\$ 4,926,321
L. 2011 TAX RATES	M & O	\$ 0.2959 /\$100
	I & S	\$ 0.3341 /\$100
	TOTAL TAX RATE	\$ 0.6300 /\$100
M. M&O YEAR END FUND BALANCE		\$ 0
N. I&S YEAR END FUND BALANCE		\$ 0
O. 2012 TOTAL DEBT SERVICE NEEDED		\$ 2,592,765.00
AMOUNT PAID FROM FUNDS IN SCHEDULE A		\$ 0.00
AMOUNT PAID FROM OTHER SOURCES		\$ 571,575.00
ADJUSTED 2012 DEBT SERVICE		\$ 2,021,190.00
P. 2011 EXCESS DEBT TAX COLLECTIONS		\$ 0.00
Q. CERTIFIED 2012 ANTICIPATED COLLECTION RATE %		% 100.00%
R. FUNCTION OR ACTIVITY TRANSFER (+/-)		\$ 0
S. REFUNDS FOR TAX YEARS PRIOR TO 2011		\$ 6,010.30
	M&O PORTION	\$ 2,822.93
T. TCEQ CERTIFIED POLLUTION CONTROL EXPENSES		\$ 0
U. 2011 TAXES IN TAX INCREMENT FINANCING (TIF)		\$ 0
V. TIF CAPTURED APPRAISED VALUE		\$ 0
W. ENHANCED INDIGENT HEALTH CARE EXPENDITURES		\$ 0
X. INCREASED AMOUNT OF INDIGENT HEALTH CARE		\$ 0

<b>Effective Tax Rate</b>	<b>0.6608</b>
Effective M & O Tax Rate	0.3103
Rollback M & O Tax Rate	0.3351
<b>Debt Rate</b>	<b>0.3352</b>
Schedule A Funds Needed for Above Debt Rate	406.03
Debt Rate Reduction Using Above Schedule A Funds	0.0000

**Roll Back Rate:** **0.6703**

**Hearing Limit Rate\*** **0.6608**

\*Lower of Rollback Rate or Effective Rate

**Statement of Increase/Decrease:** **INCREASE** by 16,571

Maximum Small Taxing Unit Rate = 0.0829

**NOTICE OF EFFECTIVE TAX RATE,  
ESTIMATED UNENCUMBERED FUND BALANCES, AND DEBT SERVICE**

I, Tina Morton, Tax Assessor-Collector for Travis County, in accordance with Sec. 26.04, Texas Property Tax Code, provide this notice on 2012 property tax rates for your jurisdiction. This notice presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's effective tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's rollback tax rate is the highest tax rate the taxing unit can set before taxpayers can start rollback procedures in each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

**LAST YEAR'S TAX RATE:**

Last year's operating taxes	\$ 1,860,465.26
+ Last year's debt taxes	\$ 2,100,646.99
= Last year's total taxes	\$ 3,961,112.25
/ Last year's tax base	\$ 628,747,976.00
= Last year's total tax rate	\$ 0.6300 /\$100

**THIS YEAR'S EFFECTIVE TAX RATE:**

Last year's adjusted taxes (after subtracting taxes on lost property) \$ 3,951,153.60  
 / This year's adjusted tax base (after subtracting value of new property) \$ 597,932,859.00  
 = This year's effective tax rate \$ 0.6608 /\$100  
 (Maximum rate unless unit publishes notices and holds hearings.)

**THIS YEAR'S ROLLBACK TAX RATE:**

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent health care expenditures) \$ 1,855,787.86  
 / This year's adjusted tax base \$ 597,932,859.00  
 = This year's effective operating rate \$ 0.3103 /\$100  
 x 1.08 = This year's maximum operating rate \$ 0.3351 /\$100  
 + This year's debt rate \$ 0.3352 /\$100  
 = This year's rollback rate \$ 0.6703 /\$100

**Statement of Increase/Decrease**

If City of Lago Vista  
 adopts a 2012 tax rate equal to the effective tax rate of \$ 0.6608  
 per \$100 of value, taxes would  
 compared to 2011 taxes by \$ INCREASE  
 \$ 16,571.00

**Schedule A: Unencumbered Fund Balances:**

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Maintenance & Operations	\$	0
Interest & Sinking (Debt)	\$	0
Total	\$	0

## **Recommended Tax Rate**

The decline in the tax base as projected by the Travis County Tax Appraisal District would allow for an increase in the current tax rate for the City of Lago Vista and still result in a tax decrease at or below the effective tax rate. Based on the Truth in Taxation calculations the Debt Service Tax Rate required to support Debt Service payment for the year is \$0.3352 assuming a debt service buy down from other funds of \$571,575. The required Debt Service Tax Rate represents a slight increase of \$0.0011 in the Debt Service Tax Rate of the 2011/12 fiscal year. Given the Debt Service Tax Rate needed to support Debt Service Payments for the year, the M&O portion of the tax rate would calculate at \$0.2948 in order to maintain the existing total Tax Rate of \$0.63 per \$100 valuation. Based on the reduction in total tax value and the attempt to maintain the 2012/13 Debt Service and M&O Tax Rates at existing levels, decreases in total tax revenues below the prior year would need to be offset from other sources. The decrease in Debt Service Ad Valorem tax revenues will be offset by buy down of the debt by \$571,981 with \$500,000 coming from the Impact Fee Fund and \$71,981 coming from CO Interest Income. The decrease in total tax values will generate M&O Ad Valorem tax revenues of \$1,777,229 which represents an \$88,771 decrease in M&O tax revenues below such revenues realized for 2011/12 and a decrease below 2010/11 revenues of \$223,108. Based on the Truth in Taxation Calculations the City's Effective Tax Rate is calculated at \$0.6608 which is the rate needed to essentially generate the same amount of tax revenues as in the prior year and would be considered as a stable tax rate. In order to adequately support the Annual Budget, staff is recommending an overall Tax Rate of \$0.63 which would be considered as a decrease in taxes. Under this approach the City Debt Service portion of the Tax Rate would be set at \$0.3352 and the M&O portion of the Tax Rate would be set at \$0.2948. The proposed M&O Tax Rate of \$0.2948 would represent a tax decrease of \$0.0155 below the Effective Tax Rate.

In accordance with the Truth in Taxation Calculations the tax rollback rate is established at \$0.6703 which allows for a maximum M&O Tax Rate of \$0.3351 without the possibility of a tax rate rollback referendum. Should the Council desire to adopt the Effective Tax Rate of \$0.6608 rather than the rate recommended by Staff, the difference would generate an additional \$185,680 in ad valorem tax revenue. Should the Council choose to adopt the Rollback Tax Rate of \$0.6703 the difference over the recommended tax rate would generate an additional \$242,952 in ad valorem tax revenue. Although it may not be critical to this year's budget the Council may want to consider setting the M&O tax rate at some point below the effective tax rate, but higher than the current tax rate, as it would still be considered a tax decrease and allow some leeway for future years.

### **Salary Adjustments and Employee Compensation:**

As proposed the 2012/13 Budget does not provide funding for any increase in employee compensation through merit increases and only modest adjustments for our veteran police officers and three other positions at a total cost of \$29,288. Details of the proposed adjustment will be discussed with the Council at the Budget Retreat.

The 2012/13 Budget continues the Employee Rewards Program which the City implemented three years ago as a method of rewarding employees by sharing a small portion of the savings they helped generate for the City during the prior fiscal year. As proposed, this year's program will provide each employee with a \$300 reward payment in December with the City covering all cost of related benefits and taxes. To be eligible for the reward the employee must have been employed by the City for at least 6 months during the prior fiscal year and be in good standing with the City. The total cost of this program is \$38,170. A breakdown of costs per fund is included in the Consolidated Statement for each Fund.

### **Consolidated Statement:**

The Consolidated Statement contained within the proposed Budget reflects summary financial information for revenues and expenditures for all departments and all funds. This Statement also presents the end of the year financial projections indicating the City's financial position as a result of the revenues and expenses contained in the Budget.

The Consolidated Statement for the 2011/12 Budget as proposed includes the following information.

#### **General Fund**

Total Revenues	\$4,339,280
Total Expenses	<u>\$4,593,005</u>
Surplus (Deficit)	\$ (253,725)

#### **Utility Fund**

Total Revenues	\$3,875,633
Total Expenses	<u>\$3,812,437</u>
Surplus (Deficit)	\$ 63,196

Golf Course Fund

Total Revenues	\$1,300,585
Total Expenses	<u>\$1,319,453</u>
Surplus (Deficit)	\$ (18,868)

Combined Major Operating Funds:

Total Revenues	\$9,515,498
Total Expense	<u>\$9,724,896</u>
Surplus (Deficit)	\$ (209,398)

Hotel Occupancy Fund

Total Revenues	\$ 79,600
Total Expenses	<u>\$ 54,000</u>
Surplus (Deficit)	\$ 25,600

Construction Fund

Total Revenues	\$3,452,832
Total Expenses	\$3,380,851
Transfer to Debt Service	<u>\$ 71,981</u>
Surplus (Deficit)	\$ 0

Impact Fee Fund

Total Revenues	\$ 78,000
Total Expenses	<u>\$ 500,000</u>
Surplus (Deficit)	(\$ 422,000)

The Hollows – Centex	
Total Revenues	\$ 0
Expenditures	<u>\$ 0</u>
Surplus (Deficit)	\$ 0

Debt Service Fund	
Total Revenues	\$2,020,784
Interest Income	\$ 0
Buy Down of Debt	\$ 571,981
Total Expenses	<u>\$2,592,765</u>
Surplus (Deficit)	\$ 0

Park Fund	
Total Revenues	\$ 0
Total Expenses	<u>\$ 0</u>
Surplus (Deficit)	\$ 0

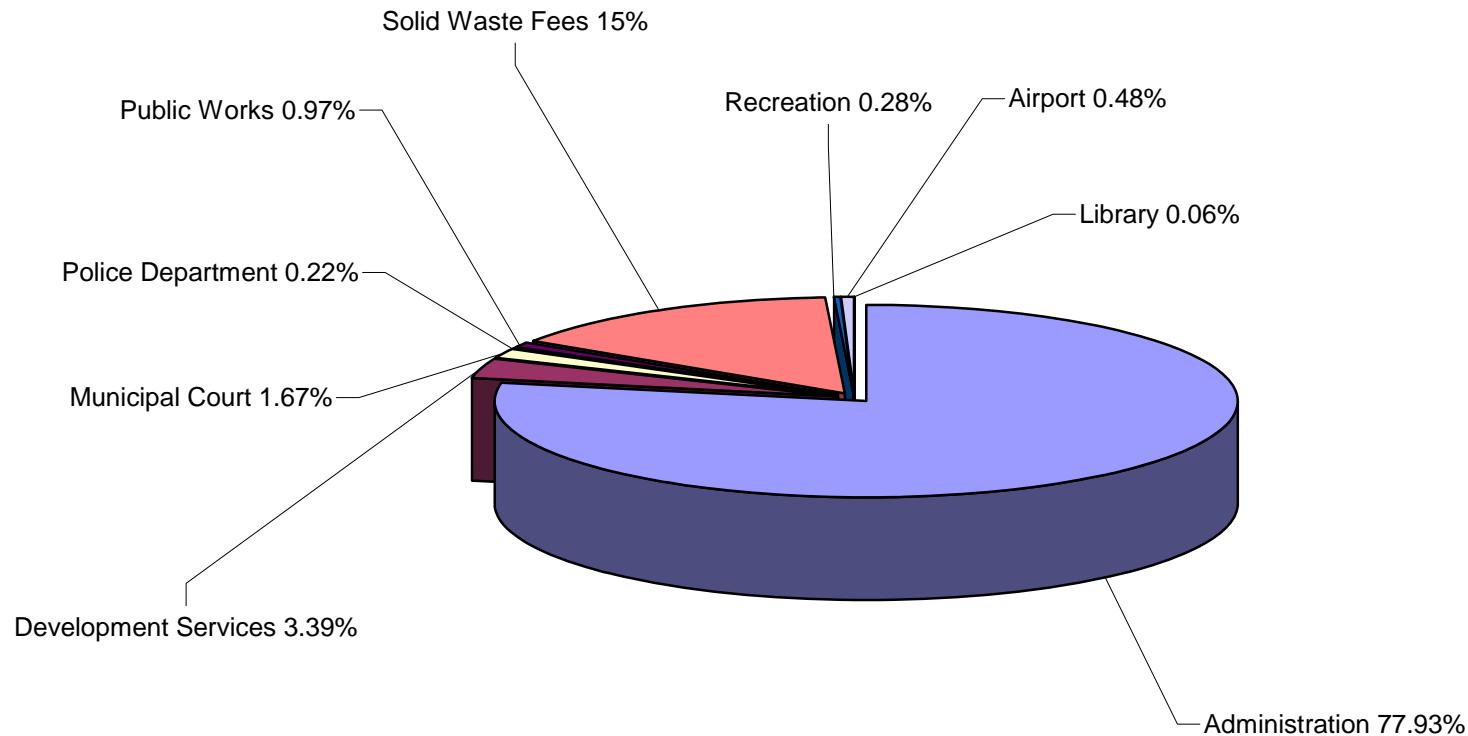
### **General Fund Revenues and Expenses:**

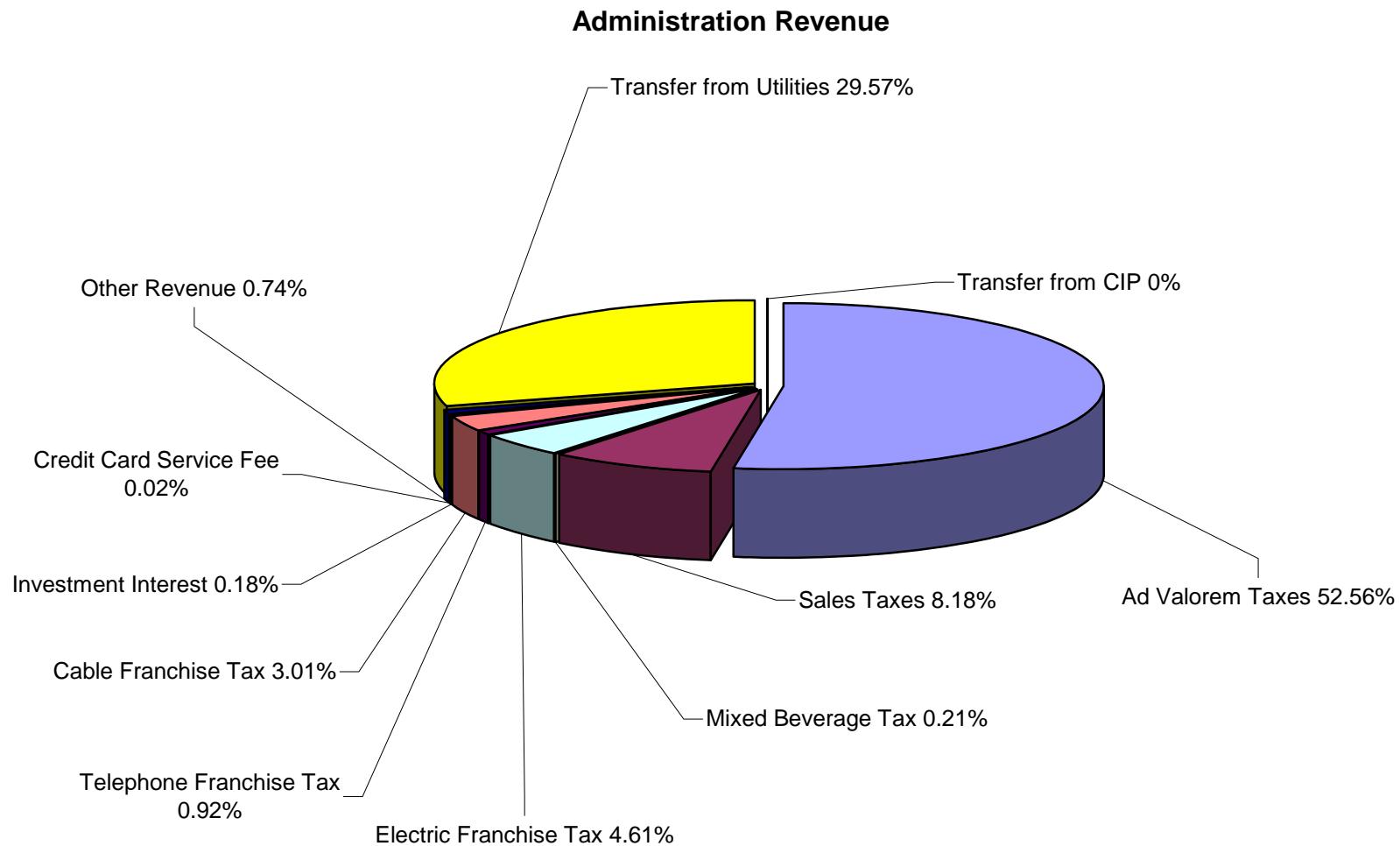
#### **Revenues**

General Fund Revenues are generally divided into sub-categories including Administration Taxes and Fees (taxes, franchise fees and transfers), Municipal Court Revenues (fines), Police Department Revenues (contributions, grants and fees), Development Service Revenues (Building, Zoning, Site Plan, Annexation Fees and reimbursements for professional services), Public Works Revenues (contributions and fees), Recreation Revenues (pool fees), Airport Revenues (POA contribution) and Library Revenues (fines and fees). As included in the 2012/13 Budget, General Fund Revenues are projected at \$4,339,280 which represents a 0.25% (\$10,942) increase above the 2011/12 Budget. The proposed Budget includes a decease of \$88,771 in ad valorem tax revenue based on the recommend M&O Tax Rate of \$0.2948 which is below the Effective M&O Tax Rate as contained in the Truth in Taxation Calculations. General Fund revenue projections also include an increase in Utility Fund Transfers to the General Fund in the amount of \$162,092 which brings the transfer totals to \$1,000,000.

Revenues from development related activities are expected to remain relatively low compared to prior years. Other categories of revenues in the General Fund are expected to increase slightly or remain comparatively stable. Additional funds will be realized from the PID. The following graph entitled General Fund Revenues depicts the percentage of General Fund Revenues by major Category. The next graph entitled Administration Revenues provides a breakdown by major line item within the Administration Category which constitutes the lion's share of General Fund Revenues.

## General Fund Revenue





## Expenses

General Fund expenses for the 2012/13 Fiscal Year are projected to total \$4,593,005 which represents a 7.48% increase above the 2011/12 Budget and a 11.26% increase above the 2011/12 Year End Estimate. As proposed the Budget reflects efforts to maintain existing service levels with only nominal increases in costs due to inflationary factors. As proposed the 2012/13 Budget includes \$300,000 in funding for a Street Improvement Program. Based on prior discussions with the Council the funding for the Street Improvement Program will come from a drawdown of Cash Reserves and equates to the vast majority of additional expenses for the year in the General Fund. Other additional expenses included in this year's Budget include funding for a Part Time Accounting Clerk (primarily funded by the PID), increased funding for the Police Department for building operations and maintenance costs, increase in expense in Development Services related in part to the PID. The proposed adjustments per Department are as follows:

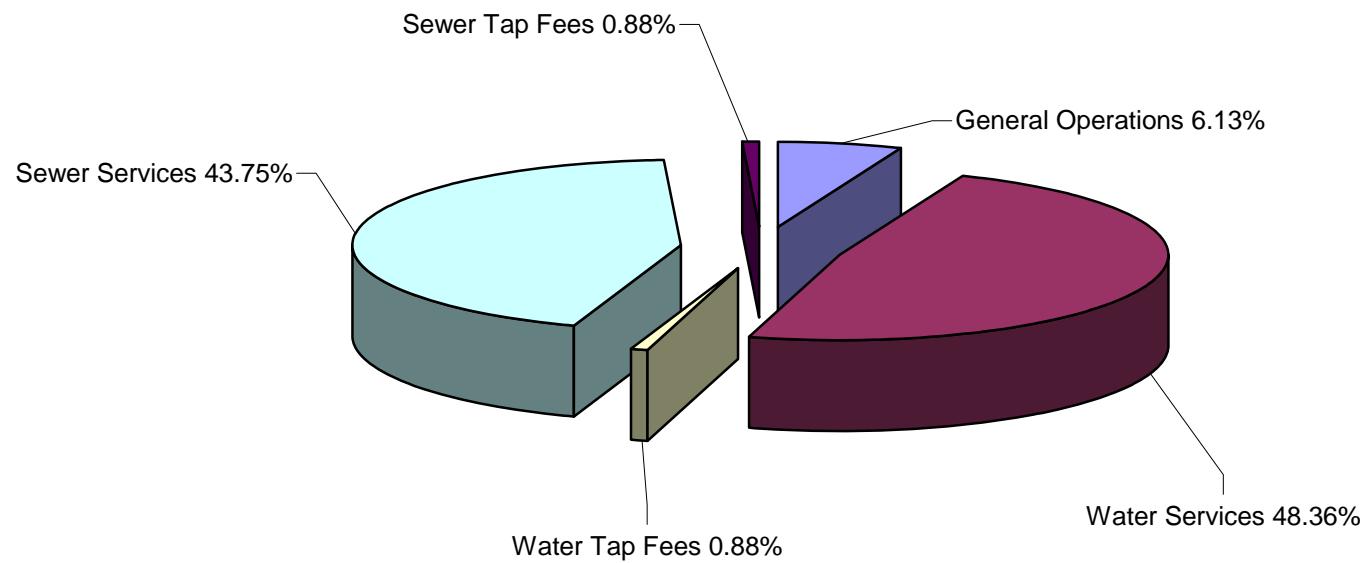
General Fund Administration – 3.20% Increase over Prior Year Budget and a 40.09% increase over the End of Year Estimate  
Non Departmental Expenses – 4.35% Increase over Prior Year Budget and a 9.09% increase over the End of Year Estimate  
Development Services – 8.32% Increase over the Prior Year Budget and a 4.18% decrease over the End of Year Estimate  
Finance – 10.68% Increase over the Prior Year Budget and a 13.13% increase over the End of Year Estimate  
Municipal Court – 4.81% Increase over the Prior Year Budget and a 23.55% increase over the End of Year Estimate  
Police Department - 1.97% Increase over the Prior Year Budget and a 5.92% increase over the End of Year Estimate  
Police Dispatch – 3.75% Increase over the Prior Year Budget and a 7.06% increase over the End of Year Estimate  
Public Works – 31.16% Increase over the Prior Year Budget and a 40.28% increase over the End of Year Estimate  
Solid Waste – 5.07% Increase over the Prior Year Budget and a 0.55% decrease over the End of Year Estimate  
Building Maintenance – 0.22 % Increase over the Prior Year Budget and a 1.78% increase over the End of Year Estimate  
Recreation – 24.74% Decrease below the Prior Year Budget and a 28.66% decrease below the End of Year Estimate  
Aviation – 0.64% Increase over the Prior Year Budget and a 1.06% increase over the End of Year Estimate  
Library – 6.89% Increase over the Prior Year Budget and a 9.83% increase over the End of Year Estimate

## **Utility Fund Revenues and Expenses:**

### **Revenues**

Total Utility Fund Revenues for the 2012/13 Fiscal Year are projected at \$3,875,633 which represents a 12.7% increase over the 2011/12 Budget. The primary source of utility revenues includes service fees charged for water and sewer service, tap fees and transfers from the Construction Fund. As proposed, the 2012/13 Budget anticipates that demand for service due to growth will increase slightly and that existing rate structures will increase by 5%. Tap fee revenues are based on 30 new connections which are consistent with current year projections but reflects a decrease in revenues of approximately \$180,000 below previous years. The 2012/13 Utility Budget reflects the elimination of all revenues formerly generated by facility charges. The transfers from the Construction Fund are based on the estimate of work that will be provided for capital projects by utility employees and is projected to increase by \$200,000 to a total of \$400,000. Utility revenues will also increase as a result of the revenues generated from the PID for Administration and Inspectional Services. The following graph depicts a break down of Revenue Funds by percentages. Specific changes in revenues are included in the revenue detail sheets.

## Utility Fund Revenue



## **Expenses**

Total expenditures for the Utility Fund are projected at \$3,812,437 which represents a 10.79% increase over the 2011/12 Budget. As proposed the Utility Fund Transfer to the General Fund is projected to increase by \$162,092 to a total of \$1,000,000 to reimburse the General Fund for Utility related Debt Service Payments. As proposed, the Utility Budget increased staffing levels with the addition of two Utility Laborer positions and the City Engineer's position. The two laborer positions are considered critical to reaching the Utility Department's construction fund charge out goal of \$400,000. The City Engineer's position will be partially funded by the PID and will provide for PID Administration, some PID inspections and various other engineering functions that are currently done on a contract basis. The Proposed Budget includes one new divisional budget for effluent disposal activities the cost of which has been separated from the Wastewater Treatment Plant Budget. The proposed Budget anticipates decreases in expenses related to taps and extensions consistent with revenue reductions based on projected demand for services. The Utility Budget includes funding for the replacement of older trucks and equipment. Specific changes are depicted in detail in the Departmental Narratives and in the Departmental Line Items

### **Golf Course Fund:**

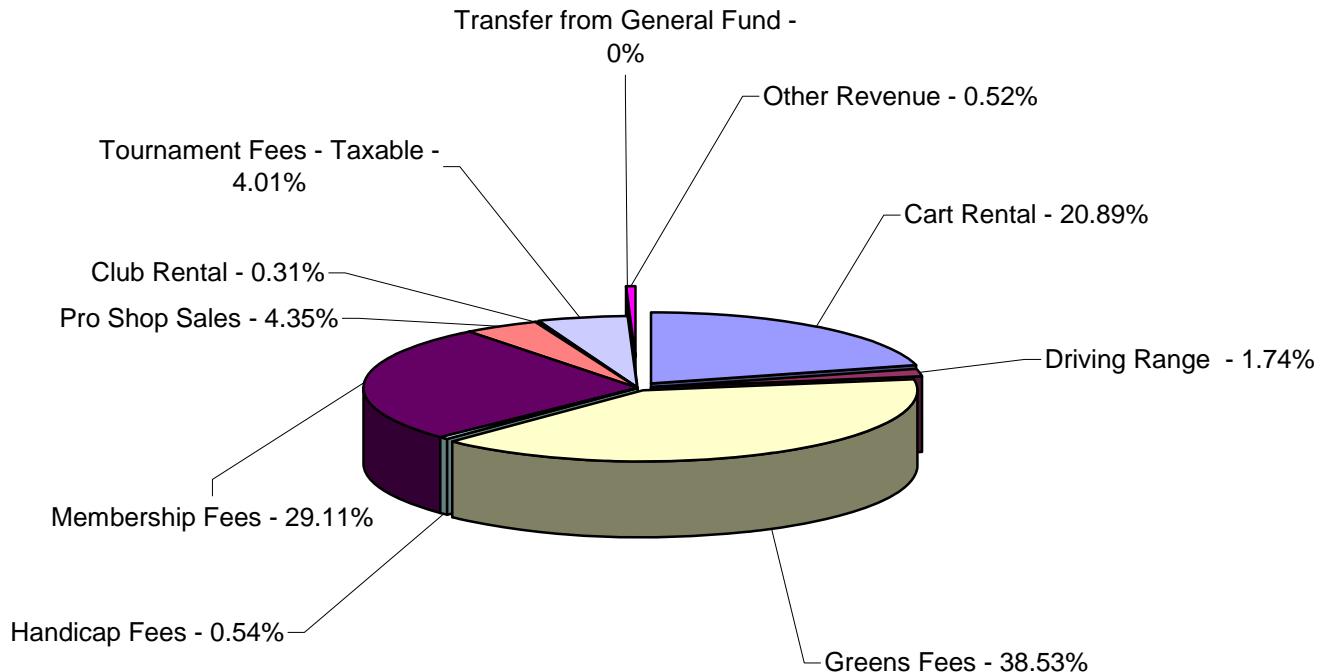
## **Revenues**

The 2012/13 Budget projects Golf Course Revenues to total \$1,300,585 which includes income generated by both the Lago Vista and Highland Lakes Courses. In effect revenues generated by the courses are anticipated to decrease by 1.81% below the prior year's Budget. While the financial performance of the golf courses is improving due to increased revenues the courses are not projected to break even for some time. As currently projected, total revenue estimates will not be sufficient to cover total expenses which will require some significant discussion on how the City will address this issue.

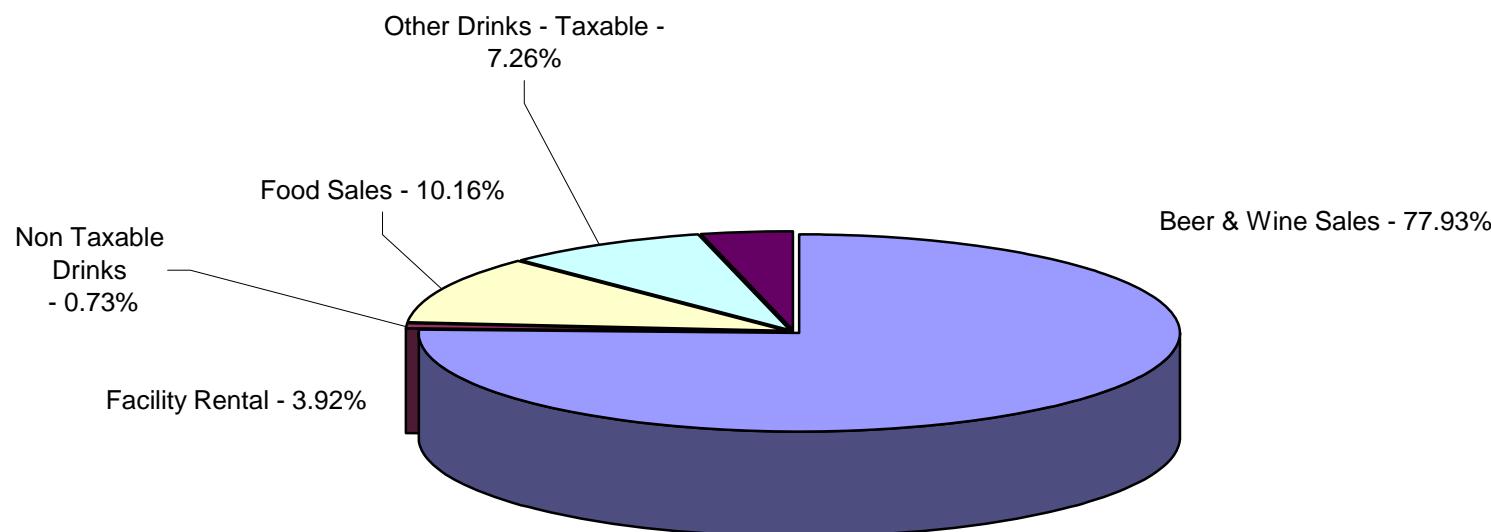
## **Expenses**

Total expenses for the Golf Course for the 2012/13 Fiscal Year are estimated at \$1,319,453 for the operation and maintenance of both courses which represents a 2.14% decrease in expenses over the 2011/12 fiscal year. The Pro Shop/Snack Bar Budget is expected to total \$597,019 and the Maintenance Budget is estimated to total \$722,434. The impact of the Employee Rewards Program related to the Golf Course totals \$5,656. Funding for additional maintenance equipment has been included in the proposed Budget. As is the case with the Golf Course Revenue Projections, the absence of substantial historical data related to golf course expenses necessitate dependence on assumptions on potential needs rather than past experience.

## Golf Course Pro Shop Revenue



### Golf Course Snack Bar Revenue



### **Hotel Occupancy Fund:**

#### **Revenues**

Revenues in the Hotel Occupancy Fund have experienced a substantial increase during the 2011/12 Fiscal Year due to vigorous collection efforts begun in prior years. As a result of the renewed efforts the 2012/13 Budget projects Bed Tax Revenues to be \$79,600 for the Fiscal Year.

#### **Expenses**

Based upon revenue projections and requests for funding from eligible organizations the 2011/12 Budget provides for an increase in funding for most organizations. As proposed the 2012/13 Budget includes funding provisions as follows: \$36,000 to the Chamber of Commerce for Tourism Purposes; \$1,500 for the 4<sup>th</sup> of July Celebration; \$2,000 to the Historic and Cultural Commission; \$2,000 for Christmas Lighting; \$1,500 for the Song Bird Festival; \$3,000 for the Lago Vista Players; \$2,000 for the Hill Country Singers; \$2,000 for the City's Anniversary Party; \$2,000 for Miscellaneous Expenses and \$2,000 for the Summer Musical Group for a total expense of \$54,000. At this level of expenditures the City may expect Bed Tax Reserves to increase to \$25,600 which is earmarked for the eventual construction of a Community Convention Center.

### **Construction Fund:**

The Construction Fund revenues and expenses are expected to total \$4,452,832 for the 2012/13 Fiscal Year. Proceeds supporting these expenses originate from various sources including the 2006 CO Issue, the 2008 CO Issue, Contributions by Developers, and interest income generated from investments. Expenses from this fund include projects from the 2006/07 CIP, 2007/08 CIP, 2008/09 CIP, the 2009/10 CIP, 2010/11 CIP and the 2011/12 CIP. The proposed Budget includes \$71,981 in expenses to be used to buy down the debt for the fiscal year. Specific revenue data and expenses are included in detail in the Construction Fund Budget.

### **Impact Fee Fund:**

The Impact Fee Fund revenue projections are based on 30 new connections for water and 30 new connections for sewer at a cost of \$1,250 each which will generate \$75,000 in revenues. Interest income of approximately \$3,000 is anticipated in this fund during the year. Expenditures in the amount of \$500,000 have been included for use in debt service payments to buy down the debt and reduce the I & S tax rate needed to fund debt service payments.

### **The Hollows-Centex Fund:**

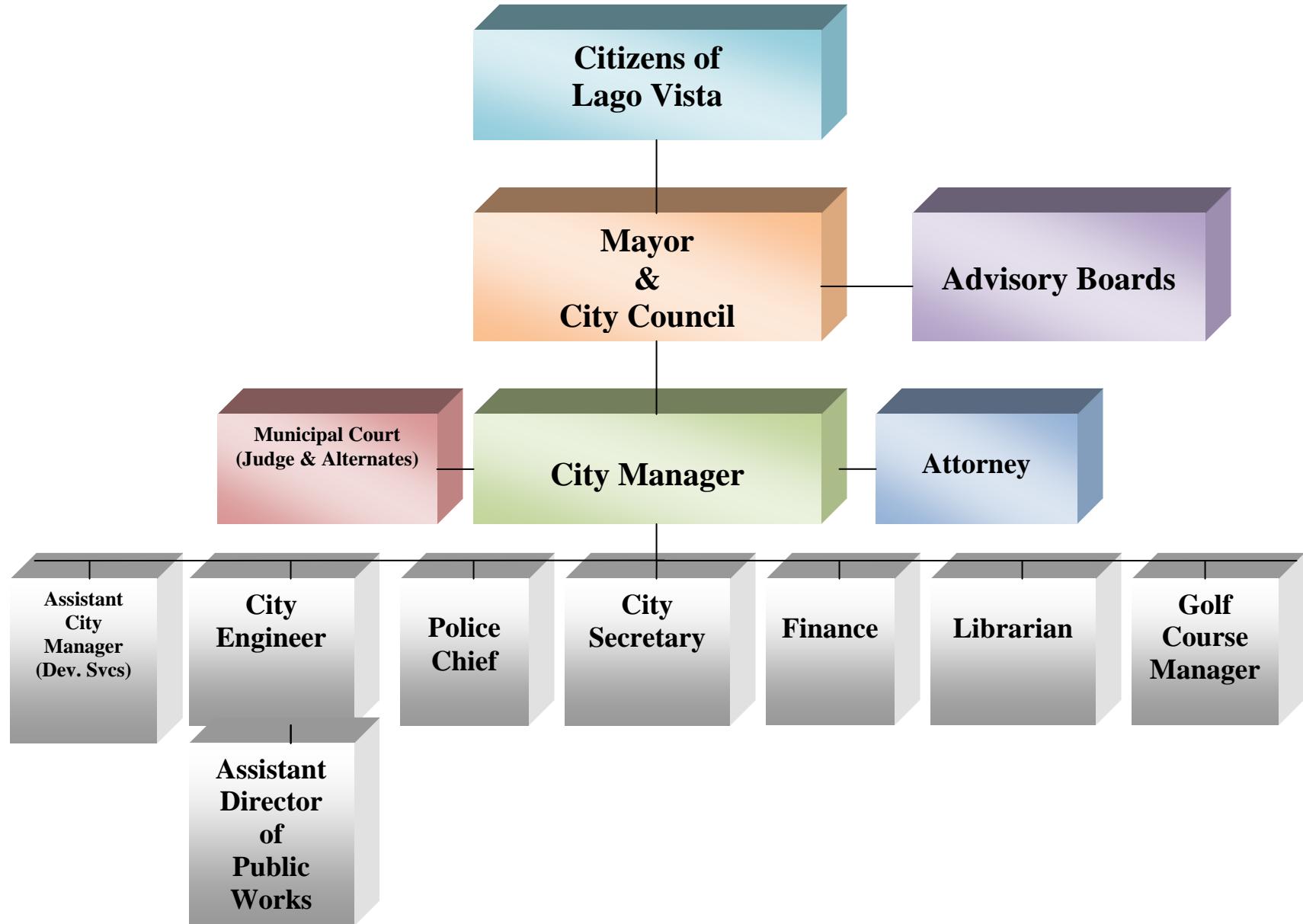
As prepared the 2012/13 Budget reflects no financial activity in this fund due to the uncertain future of the development. Should prior arrangements with the developer be fulfilled by the developer then the Budget will need to be amended to reflect financial activity in this fund.

### **Debt Service Fund:**

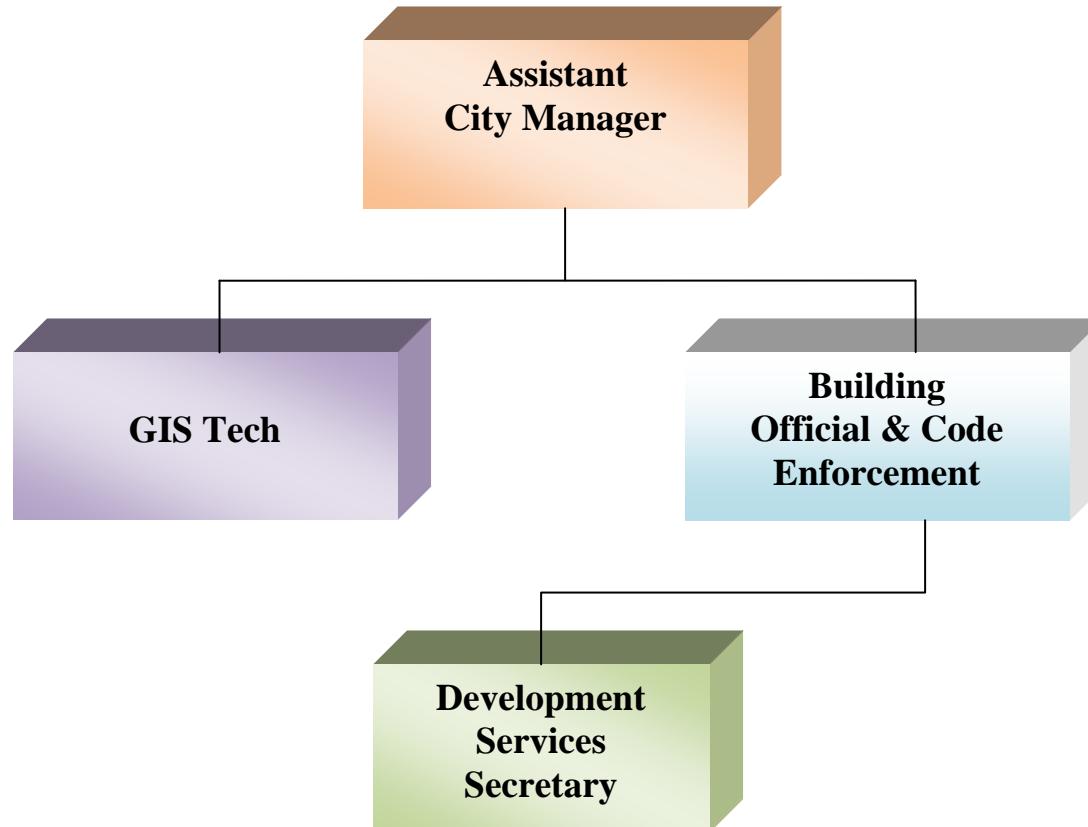
Debt Service revenues which are generated through ad valorem taxes are projected at \$2,020,784 for the 2012/13 Fiscal Year. The proposed Budget estimates only nominal interest earnings from debt service investments, \$500,000 from the Impact Fee Funds and \$71,981 from CO Interest Earnings. Total Debt Service expenses are projected at \$2,592,765.

### **Parkland Dedication Fund:**

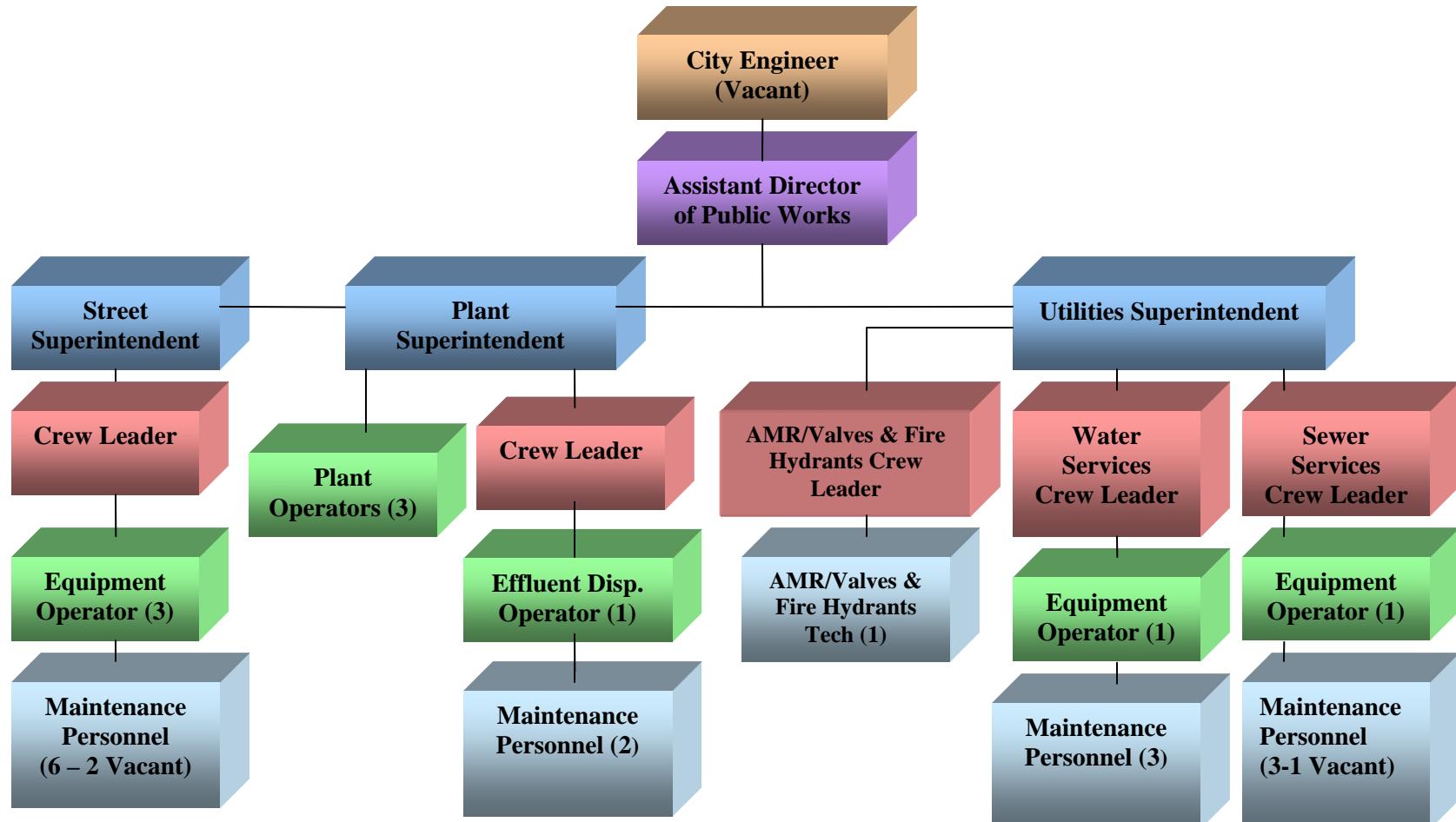
The 2012/13 Budget anticipates that there will be no activity in this fund during the year. However, arrangements are still pending relative to contributing these funds to LVISD for joint use of future sports fields and facilities to be built in conjunction with the new High School.



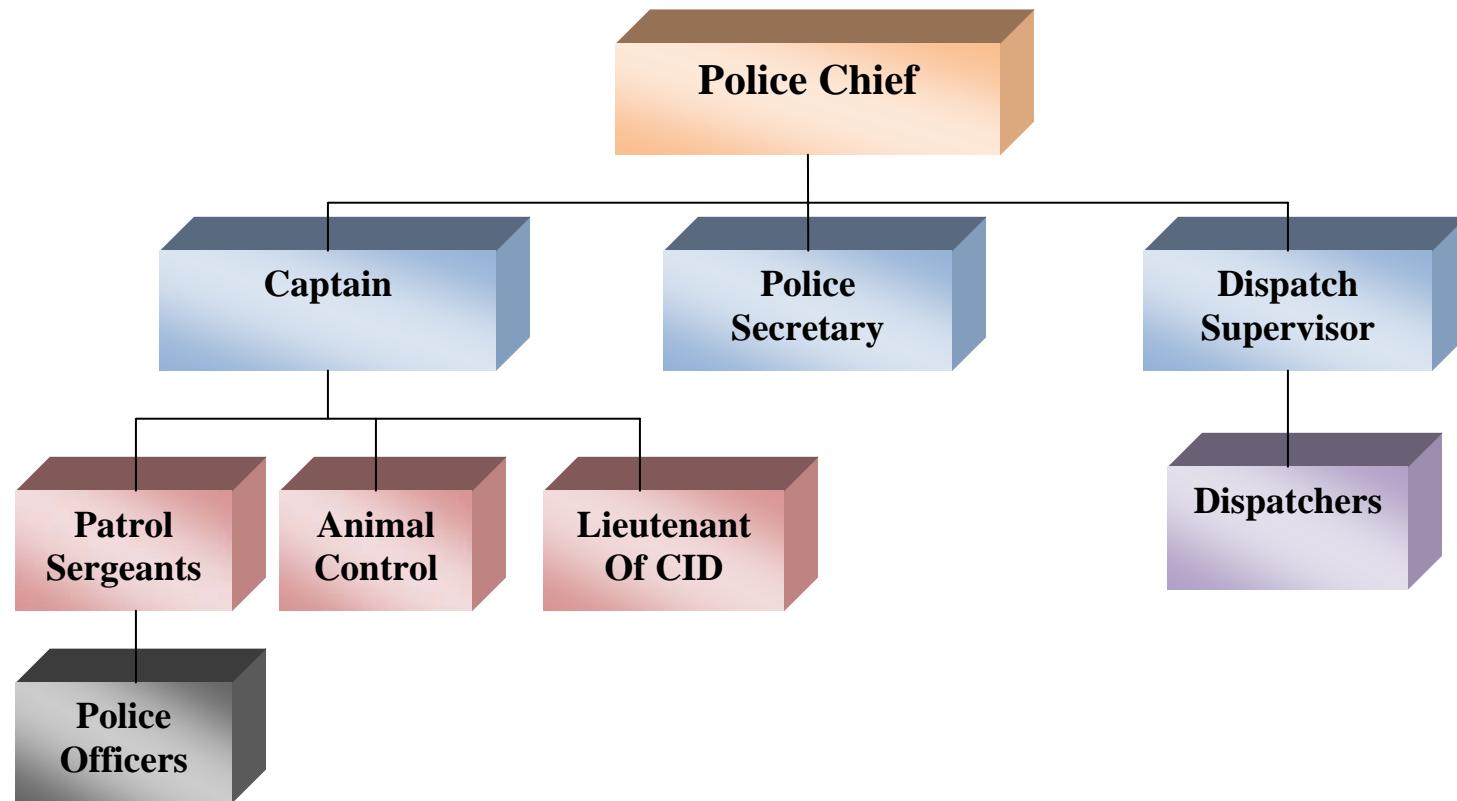
# Development Services



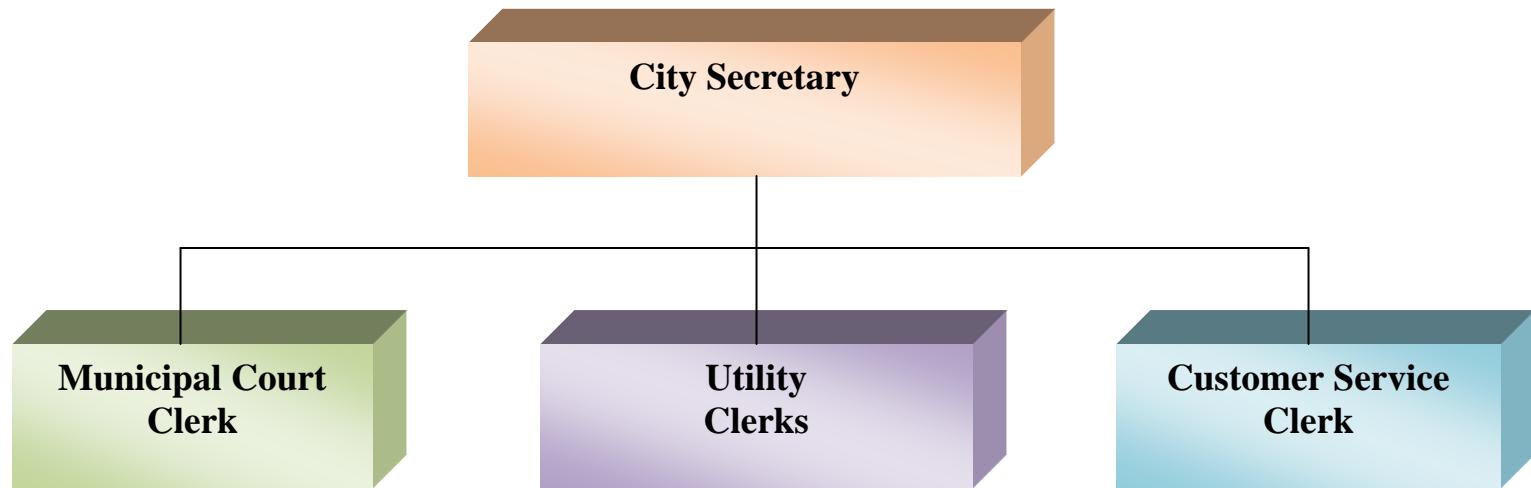
# Public Works and Utility Departments



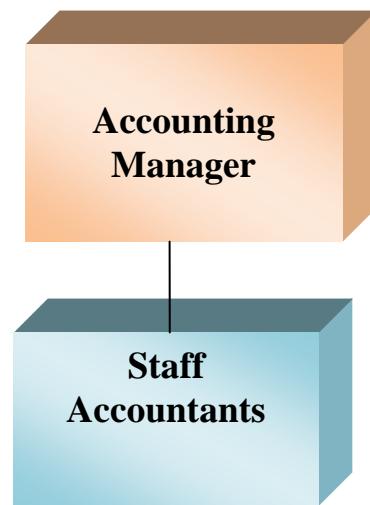
# Police Department



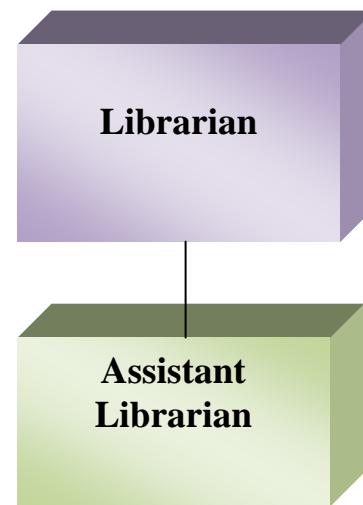
# Administration & Utility Administration



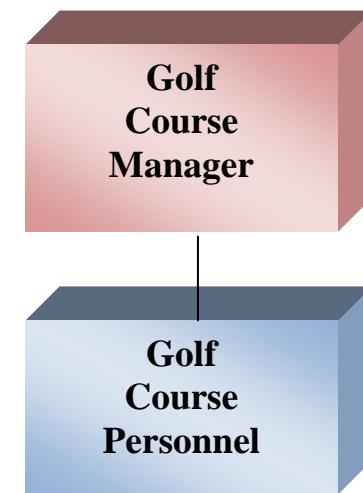
## Finance



## Library



## Golf Course



**CONSOLIDATED STATEMENT**

	<b>Yr End Actual 09/30/11</b>	<b>Current Budget 2011-12</b>	<b>6 Months Actual YTD 3/31/12</b>	<b>Year End Estimated 9/30/12</b>	<b>Calculation</b>	<b>Base Budget 2012-13</b>	<b>Supplemental Budget Request</b>	<b>Total Budget Request 2012-13</b>	<b>Budget Cuts</b>	<b>Adopted Budget 2012-13</b>	<b>% Inc/Dec Current Budget</b>	<b>% Inc/Dec from Yr End Estimate</b>
<b><u>General Fund 10</u></b>												
<u>Revenues</u>	\$ 4,494,831	\$ 4,328,338	\$ 2,989,656	\$ 4,355,252		\$ 4,177,188	\$ 162,092	\$ 4,339,280	\$ -	\$ 4,339,280	0.2528%	-0.3667%
<u>Transfer from Utility Fund</u>	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
<u>Expenditures:</u>												
Administration	\$ 315,041	\$ 387,341	\$ 144,829	\$ 285,305		\$ 377,326	\$ 22,380	\$ 399,706	\$ -	\$ 399,706	3.1992%	40.0977%
Non Department Budget	\$ 5,100	\$ 11,500	\$ 10,500	\$ 11,000		\$ 10,500	\$ 1,500	\$ 12,000	\$ -	\$ 12,000	4.3478%	9.0909%
Development Services	\$ 424,772	\$ 397,292	\$ 182,986	\$ 449,129		\$ 425,220	\$ 5,125	\$ 430,345	\$ -	\$ 430,345	8.3195%	-4.1823%
Finance	\$ 216,805	\$ 219,913	\$ 116,332	\$ 215,154		\$ 230,649	\$ 12,747	\$ 243,396	\$ -	\$ 243,396	10.6783%	13.1264%
Municipal Court	\$ 85,704	\$ 89,902	\$ 37,280	\$ 76,263		\$ 86,099	\$ 8,126	\$ 94,224	\$ -	\$ 94,224	4.8074%	23.5513%
Police Department	\$ 1,274,753	\$ 1,345,773	\$ 659,641	\$ 1,295,620		\$ 1,331,546	\$ 40,787	\$ 1,372,333	\$ -	\$ 1,372,333	1.9735%	5.9209%
Police Dispatch	\$ 237,080	\$ 300,063	\$ 154,710	\$ 290,793		\$ 308,913	\$ 2,400	\$ 311,313	\$ -	\$ 311,313	3.7492%	7.0565%
Public Works	\$ 575,537	\$ 725,282	\$ 315,703	\$ 678,063		\$ 603,714	\$ 347,530	\$ 951,244	\$ -	\$ 951,244	31.1550%	40.2884%
Solid Waste	\$ 435,453	\$ 494,971	\$ 271,366	\$ 522,988		\$ 490,135	\$ 29,932	\$ 520,067	\$ -	\$ 520,067	5.0701%	-0.5585%
Building Maintenance	\$ 31,944	\$ 38,110	\$ 16,122	\$ 37,525		\$ 38,194	\$ -	\$ 38,194	\$ -	\$ 38,194	0.2204%	1.7828%
Recreation	\$ 83,687	\$ 108,053	\$ 39,720	\$ 113,988		\$ 72,526	\$ 8,796	\$ 81,322	\$ -	\$ 81,322	-24.7387%	-28.6574%
Aviation	\$ 15,321	\$ 24,245	\$ 10,434	\$ 24,145		\$ 24,400	\$ -	\$ 24,400	\$ -	\$ 24,400	0.6393%	1.0561%
Library	\$ 104,306	\$ 107,083	\$ 49,886	\$ 104,212		\$ 110,669	\$ 3,792	\$ 114,461	\$ -	\$ 114,461	6.8899%	9.8347%
Transfer to Golf Course Fund	\$ 257,860	\$ 23,930	\$ 11,965	\$ 23,930		\$ -	\$ -	\$ -	\$ -	\$ -		
General Fund Total Expenses	\$ 4,063,363	\$ 4,273,458	\$ 2,021,474	\$ 4,128,115		\$ 4,109,891	\$ 483,115	\$ 4,593,005	\$ -	\$ 4,593,005	7.4774%	11.2615%
<b>Surplus (deficit)</b>	<b>\$ 431,468</b>	<b>\$ 54,880</b>	<b>\$ 968,182</b>	<b>\$ 227,137</b>		<b>\$ 67,297</b>	<b>\$ (321,023)</b>	<b>\$ (253,726)</b>	<b>\$ -</b>	<b>\$ (253,725)</b>		

**CONSOLIDATED STATEMENT**

	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimated 9/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request	Total Budget Request 2012-13	Budget Cuts	Adopted Budget 2012-13	% Inc/Dec Current Budget	% Inc/Dec from Yr End Estimate
<b><u>Golf Course Fund 15</u></b>												
<u>Revenues</u>	\$ 1,157,645	\$ 1,324,500	\$ 527,147	\$ 1,241,007		\$ 1,257,685	\$ 42,900	\$ 1,300,585	\$ -	\$ 1,300,585	<span style="color: red;">-1.8055%</span>	<span style="color: green;">4.8007%</span>
<u>Transfer from the General Fund</u>	\$ 257,860	\$ 23,930	\$ 11,965	\$ 23,930		\$ -	\$ -	\$ -	\$ -	\$ -	<span style="color: red;">-100.0000%</span>	<span style="color: red;">-100.0000%</span>
<u>Expenditures:</u>												
Pro Shop & Snack Bar	\$ 767,912	\$ 572,002	\$ 321,746	\$ 599,030		\$ 570,419	\$ 26,600	\$ 597,019	\$ -	\$ 597,019	<span style="color: green;">4.3735%</span>	<span style="color: red;">-0.3357%</span>
Maintenance	\$ 956,708	\$ 776,425	\$ 397,122	\$ 796,060		\$ 653,507	\$ 68,927	\$ 722,434	\$ -	\$ 722,434	<span style="color: red;">-6.9537%</span>	<span style="color: red;">-9.2488%</span>
Transfer to Debt Service	\$ 73,196	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	<span style="color: red;">-</span>	<span style="color: red;">-</span>
Golf Course Fund Total Expenses	\$ 1,797,816	\$ 1,348,427	\$ 718,868	\$ 1,395,090		\$ 1,223,926	\$ 95,527	\$ 1,319,453	\$ -	\$ 1,319,453	<span style="color: red;">-2.1487%</span>	<span style="color: red;">-5.4216%</span>
<b>Surplus (deficit)</b>	<b>\$ (382,311)</b>	<b>\$ 3</b>	<b>\$ (179,756)</b>	<b>\$ (130,153)</b>		<b>\$ 33,759</b>	<b>\$ (52,627)</b>	<b>\$ (18,868)</b>	<b>\$ -</b>	<b>\$ (18,868)</b>		
<b><u>Utility Fund 30</u></b>												
<u>Revenues</u>	\$ 3,938,519	\$ 3,438,847	\$ 1,693,487	\$ 3,612,107		\$ 3,517,686	\$ 357,947	\$ 3,875,633	\$ -	\$ 3,875,633	<span style="color: green;">12.7015%</span>	<span style="color: green;">7.2956%</span>
<u>Expenditures:</u>												
Utility Administration	\$ 284,214	\$ 352,322	\$ 165,886	\$ 335,095		\$ 347,025	\$ 101,263	\$ 448,288	\$ -	\$ 448,288	<span style="color: green;">27.2381%</span>	<span style="color: green;">33.7793%</span>
General Fund Transfer	\$ 875,000	\$ 837,908	\$ 418,954	\$ 837,908		\$ 837,908	\$ 162,092	\$ 1,000,000	\$ -	\$ 1,000,000	<span style="color: green;">19.3448%</span>	<span style="color: green;">19.3448%</span>
Transfer To Debt Service	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	<span style="color: red;">0.0000%</span>	<span style="color: red;">0.0000%</span>
Water Services	\$ 486,814	\$ 501,069	\$ 246,743	\$ 488,004		\$ 507,420	\$ 33,284	\$ 540,704	\$ -	\$ 540,704	<span style="color: green;">7.9100%</span>	<span style="color: green;">10.7990%</span>
Water Plant Number One	\$ 522,808	\$ 487,638	\$ 267,501	\$ 542,600		\$ 476,965	\$ 22,796	\$ 499,761	\$ -	\$ 499,761	<span style="color: green;">2.4860%</span>	<span style="color: red;">-7.8951%</span>
Water Plant Number Two	\$ 273,793	\$ 271,950	\$ 121,070	\$ 279,907		\$ 275,111	\$ 22,928	\$ 298,039	\$ -	\$ 298,039	<span style="color: green;">9.5933%</span>	<span style="color: green;">6.4778%</span>
Sewer Services	\$ 323,541	\$ 343,422	\$ 182,524	\$ 354,112		\$ 351,790	\$ 50,284	\$ 402,074	\$ -	\$ 402,074	<span style="color: green;">17.0786%</span>	<span style="color: green;">13.5443%</span>
Waste Water Treatment Plant	\$ 312,893	\$ 280,000	\$ 164,421	\$ 299,239		\$ 254,853	\$ 25,415	\$ 280,268	\$ -	\$ 280,268	<span style="color: green;">0.0957%</span>	<span style="color: red;">-6.3397%</span>
Effluent Disposal	\$ -	\$ 350,103	\$ 185,131	\$ 370,928		\$ 314,208	\$ 29,095	\$ 343,303	\$ -	\$ 343,303	<span style="color: red;">-1.9422%</span>	<span style="color: red;">-7.4475%</span>
Utility Fund Total Expenses	\$ 3,079,063	\$ 3,424,412	\$ 1,752,230	\$ 3,507,793		\$ 3,365,280	\$ 447,157	\$ 3,812,437	\$ -	\$ 3,812,437	<span style="color: green;">11.3311%</span>	<span style="color: green;">8.6847%</span>
<b>Surplus (deficit)</b>	<b>\$ 859,456</b>	<b>\$ 14,435</b>	<b>\$ (58,743)</b>	<b>\$ 104,314</b>		<b>\$ 152,406</b>	<b>\$ (89,210)</b>	<b>\$ 63,196</b>	<b>\$ -</b>	<b>\$ 63,196</b>		

**CONSOLIDATED STATEMENT**

	<u>Yr End Actual 09/30/11</u>	<u>Current Budget 2011-12</u>	<u>6 Months Actual YTD 3/31/12</u>	<u>Year End Estimated 9/30/12</u>	<u>Calculation</u>	<u>Base Budget 2012-13</u>	<u>Supplemental Budget Request</u>	<u>Total Budget 2012-13</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2012-13</u>	<u>% Inc/Dec Current Budget</u>	<u>% Inc/Dec from Yr End Estimate</u>
<b>TOTAL REVENUE:</b>												
GENERAL FUND	\$ 4,494,831	\$ 4,328,338	\$ 2,989,656	\$ 4,355,252		\$ 4,177,188	\$ 162,092	\$ 4,339,280	\$ -	\$ 4,339,280	0.2528%	-0.3667%
GOLF COURSE FUND	\$ 1,415,505	\$ 1,348,430	\$ 539,112	\$ 1,264,937		\$ 1,257,685	\$ 42,900	\$ 1,300,585	\$ -	\$ 1,300,585	-3.5482%	2.8181%
UTILITY FUND	\$ 3,938,519	\$ 3,438,847	\$ 1,693,487	\$ 3,612,107		\$ 3,517,686	\$ 357,947	\$ 3,875,633	\$ -	\$ 3,875,633	12.7015%	7.2956%
<b>TOTAL</b>	<b>\$ 9,848,855</b>	<b>\$ 9,115,615</b>	<b>\$ 5,222,255</b>	<b>\$ 9,232,296</b>		<b>\$ 8,952,559</b>	<b>\$ 562,939</b>	<b>\$ 9,515,498</b>	<b>\$ -</b>	<b>\$ 9,515,498</b>	<b>4.3867%</b>	<b>3.0675%</b>
<b>TOTAL EXPENDITURES:</b>												
GENERAL FUND	\$ 4,063,363	\$ 4,273,458	\$ 2,021,474	\$ 4,128,115		\$ 4,109,891	\$ 483,115	\$ 4,593,006	\$ -	\$ 4,593,006	7.4774%	11.2615%
GOLF COURSE FUND	\$ 1,797,816	\$ 1,348,427	\$ 718,868	\$ 1,395,090		\$ 1,223,926	\$ 95,527	\$ 1,319,453	\$ -	\$ 1,319,453	-2.1487%	-5.4216%
UTILITY FUND	\$ 3,079,063	\$ 3,424,412	\$ 1,752,230	\$ 3,507,793		\$ 3,365,280	\$ 447,157	\$ 3,812,437	\$ -	\$ 3,812,437	11.3311%	8.6847%
<b>TOTAL</b>	<b>\$ 8,940,242</b>	<b>\$ 9,046,297</b>	<b>\$ 4,492,572</b>	<b>\$ 9,030,998</b>		<b>\$ 8,699,097</b>	<b>\$ 1,025,799</b>	<b>\$ 9,724,896</b>	<b>\$ -</b>	<b>\$ 9,724,896</b>	<b>7.5014%</b>	<b>7.6835%</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 908,613</b>	<b>\$ 69,318</b>	<b>\$ 729,683</b>	<b>\$ 201,298</b>		<b>\$ 253,462</b>	<b>\$ (462,860)</b>	<b>\$ (209,398)</b>	<b>\$ -</b>	<b>\$ (209,398)</b>		

**CONSOLIDATED STATEMENT**

	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimated 9/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request	Total Budget Request 2012-13	Budget Cuts	Adopted Budget 2012-13	% Inc/Dec Current Budget	% Inc/Dec from Yr End Estimate
<b><u>Hotel Occupancy Fund 11</u></b>												
Revenues	\$ 82,611	\$ 79,033	\$ 36,375	\$ 78,575		\$ 79,600	\$ -	\$ 79,600	\$ -	\$ 79,600	0.7174%	1.3044%
Expenditures	\$ 35,553	\$ 52,500	\$ 10,888	\$ 52,500		\$ 54,000	\$ -	\$ 54,000	\$ -	\$ 54,000	2.8571%	2.8571%
<b>Surplus (deficit)</b>	<b>\$ 47,058</b>	<b>\$ 26,533</b>	<b>\$ 25,487</b>	<b>\$ 26,075</b>		<b>\$ 25,600</b>	<b>\$ -</b>	<b>\$ 25,600</b>	<b>\$ -</b>	<b>\$ 25,600</b>	<b>-3.5163%</b>	<b>-1.8216%</b>
<b><u>Construction Fund 40</u></b>												
Proceeds	\$ 959,366	\$ 3,076,748	\$ 4,426	\$ 1,687,571		\$ 3,452,832	\$ -	\$ 3,452,832	\$ -	\$ 3,452,832	12.2234%	104.6036%
Expenditures	\$ 3,011,937	\$ 3,026,748	\$ 544,182	\$ 1,637,571		\$ 3,380,851	\$ -	\$ 3,380,851	\$ -	\$ 3,380,851	11.6991%	106.4552%
Transfer to Debt Service	\$ -	\$ 50,000	\$ -	\$ 50,000		\$ 71,981	\$ -	\$ 71,981	\$ -	\$ 71,981	43.9620%	43.9620%
<b>Surplus (deficit)</b>	<b>\$ (2,052,571)</b>	<b>\$ -</b>	<b>\$ (539,756)</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>
<b><u>Impact Fee Fund 42</u></b>												
Revenues (Impact Fees)	\$ -	\$ 75,000	\$ 40,000	\$ 50,000		\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000	0.0000%	50.0000%
Interest Income	\$ -	\$ 3,000	\$ 2,220	\$ 3,000		\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000	0.0000%	0.0000%
Transfer to Debt Service	\$ -	\$ 420,400	\$ -	\$ 420,400		\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000	18.9343%	18.9343%
Expenditures	\$ -	\$ -	\$ 81,250	\$ 81,250		\$ -	\$ -	\$ -	\$ -	\$ -	-100.0000%	100.0000%
<b>Surplus (deficit)</b>	<b>\$ -</b>	<b>\$ (342,400)</b>	<b>\$ (39,030)</b>	<b>\$ (448,650)</b>		<b>\$ (422,000)</b>	<b>\$ -</b>	<b>\$ (422,000)</b>	<b>\$ -</b>	<b>\$ (422,000)</b>	<b>-</b>	<b>-</b>

**CONSOLIDATED STATEMENT**

	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimated 9/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request	Total Budget Request 2012-13	Budget Cuts	Adopted Budget 2012-13	% Inc/Dec Current Budget	% Inc/Dec from Yr End Estimate
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**The Hollows-Centex 46**

Revenues	\$ -	\$ -	\$ 258	\$ 258		\$ 258	\$ -	\$ 258	\$ -	\$ 258	0.0000%	0.0000%
Expenditures	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%	0.0000%
Surplus (deficit)	\$ -	\$ -	\$ 258	\$ 258		\$ 258	\$ -	\$ 258	\$ -	\$ 258	0.0000%	0.0000%

**Debt Service Fund 50**

Revenues												
Ad Valorem Tax	\$ 2,192,363	\$ 2,079,719	\$ 2,032,130	\$ 2,090,000		\$ 2,020,784	\$ -	\$ 2,020,784	\$ -	\$ 2,020,784	-2.8338%	-3.3117%
Accumulated Interest	\$ 427	\$ -	\$ 481	\$ 502		\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%	-100.0000%
2010 Tax Note	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%	0.0000%
Buy Down of Debt	\$ -	\$ 535,240	\$ -	\$ 535,240		\$ 571,981	\$ -	\$ 571,981	\$ -	\$ 571,981	6.8643%	6.8643%
Impact Fees			\$ 500,000									
Interest From Unspent Debt 06 & 08 CO Issues (CIP Fund)			\$ 71,981									
Golf Course			\$ -									
Expenditures	\$ 2,640,871	\$ 2,616,672	\$ 1,843,888	\$ 2,616,672		\$ 2,592,765	\$ -	\$ 2,592,765	\$ -	\$ 2,592,765	-0.9136%	-0.9136%
Surplus (deficit)	\$ (448,081)	\$ (1,713)	\$ 188,723	\$ 9,070		\$ -	\$ -	\$ -	\$ -	\$ -		-100.0000%

**Park Fund 43**

Revenues	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	0.0000%	0.0000%
Accumulated Interest		\$ 400	\$ 373	\$ 591		\$ -	\$ -	\$ -	\$ -	\$ -	-100.0000%	-100.0000%
Expenditures		\$ 30,011	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	100.0000%	-100.0000%
Surplus (deficit)	\$ -	\$ (29,611)	\$ 373	\$ 591		\$ -	\$ -	\$ -	\$ -	\$ -		-100.0000%

## GENERAL FUND REVENUES

### Fund 10

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Total Budget		Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	Budget Cuts	Budget 2012-13
<b>Administration</b>										
410-1110	Ad Valorem Taxes	\$ 2,000,337	\$ 1,841,930	\$ 1,795,892	\$ 1,866,000	\$ 1,777,229	\$ -	\$ 1,777,229	\$ -	\$ 1,777,229
410-1200	Sales taxes	\$ 283,707	\$ 275,000	\$ 134,571	\$ 273,794	\$ 276,533	\$ -	\$ 276,533	\$ -	\$ 276,533
410-1220	Mixed beverage tax	\$ 8,869	\$ 9,500	\$ 3,048	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ 7,000
410-1300	Electric franchise Tax	\$ 154,422	\$ 165,000	\$ 83,890	\$ 155,000	\$ 156,000	\$ -	\$ 156,000	\$ -	\$ 156,000
410-1310	Telephone franchise tax	\$ 30,192	\$ 35,000	\$ 14,360	\$ 31,000	\$ 31,000	\$ -	\$ 31,000	\$ -	\$ 31,000
410-1320	Cable franchise tax	\$ 101,452	\$ 95,000	\$ 52,518	\$ 102,000	\$ 102,000	\$ -	\$ 102,000	\$ -	\$ 102,000
410-1410	Investment interest	\$ 5,062	\$ 5,000	\$ 3,470	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ 6,000
410-1430	Credit Card Service Fee	\$ 902	\$ 1,000	\$ 346	\$ 700	\$ 700	\$ -	\$ 700	\$ -	\$ 700
410-1570	Sale of copies	\$ 183	\$ 150	\$ 91	\$ 120	\$ 150	\$ -	\$ 150	\$ -	\$ 150
410-1580	Sale of Assets	\$ 67,152	\$ -	\$ 174	\$ 174	\$ -	\$ -	\$ -	\$ -	\$ -
410-1810	Other revenue	\$ 56,966	\$ 35,000	\$ 17,413	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
410-1815	Long and short	\$ 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
410-9000	Transfer from Utilities	\$ 875,000	\$ 837,908	\$ 418,954	\$ 837,908	\$ 837,908	\$ 162,092	\$ 1,000,000	\$ -	\$ 1,000,000
410-9101	Transfer from CIP	\$ 43,279	\$ 45,000	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 3,627,529</b>	<b>\$ 3,345,488</b>	<b>\$ 2,524,727</b>	<b>\$ 3,349,696</b>	<b>\$ 3,219,520</b>	<b>\$ 162,092</b>	<b>\$ 3,381,612</b>	<b>\$ -</b>	<b>\$ 3,381,612</b>

### Development Services

412-1520	Sign permits	\$ 655	\$ 500	\$ 175	\$ 300	\$ 500	\$ -	\$ 500	\$ -	\$ 500
412-1525	Development Agreement	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
412-1601	PID Initial Development	\$ -	\$ -	\$ -	\$ 5,000	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000
412-1602	PID Professional Services	\$ -	\$ -	\$ -	\$ 90,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
412-1812	Other Revenue	\$ 47	\$ 50	\$ 207	\$ 207	\$ 50	\$ -	\$ 50	\$ -	\$ 50
412-1830	Replots & Release Easement	\$ 6,273	\$ 6,000	\$ 6,500	\$ 9,000	\$ 6,500	\$ -	\$ 6,500	\$ -	\$ 6,500
412-1835	Site Development Reviews	\$ 1,050	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
412-3100	Building permits	\$ 29,589	\$ 27,000	\$ 16,813	\$ 27,000	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000
412-3105	Misc. permits	\$ 805	\$ 3,000	\$ 435	\$ 500	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
412-3106	Zoning Application Fees	\$ 6,276	\$ 2,500	\$ 650	\$ 5,950	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500
412-3107	Annexation Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
412-3110	Reinspection Fees	\$ 3,452	\$ 4,500	\$ 1,800	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500
412-3200	Mechanical permits	\$ 2,657	\$ 2,500	\$ 1,150	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500
412-3210	Plumbing permits	\$ 2,020	\$ 2,500	\$ 1,805	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500
412-3220	Electrical permits	\$ 2,689	\$ 3,500	\$ 1,515	\$ 2,600	\$ 2,600	\$ -	\$ 2,600	\$ -	\$ 2,600
412-3226	Final Plat Application Fee	\$ 350	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
412-3235	Escrow Acct - Dev. Svcs.	\$ (4,102)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**GENERAL FUND REVENUES**
**Fund 10**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	Budget Cuts	Budget 2012-13
412-3250	Engineer Review Reimbursements	\$ 46,426	\$ 50,000	\$ 15,961	\$ 20,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
412-3260	Professional Service Reimb.	\$ 37,879	\$ 20,000	\$ 15,097	\$ 22,000	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 20,000
412-3300	Health Department Inspection Fees	\$ 10,020	\$ 10,000	\$ 3,480	\$ 9,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
	<b>Subtotal</b>	<b>\$ 148,585</b>	<b>\$ 133,550</b>	<b>\$ 65,588</b>	<b>\$ 199,057</b>	<b>\$ 147,150</b>	<b>\$ -</b>	<b>\$ 147,150</b>	<b>\$ -</b>	<b>\$ 147,150</b>
<b>Municipal Court</b>										
415-2100	Municipal court fines	\$ 85,681	\$ 90,000	\$ 36,013	\$ 66,000	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 70,000
415-2102	Indigent Defense Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
415-2103	Court Cost Fees Earned	\$ 3,488	\$ 2,500	\$ 703	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
415-2105	Building Security Fees	\$ 1,979	\$ 2,200	\$ 791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
415-2106	Court Technology Fee	\$ 2,635	\$ 2,850	\$ 1,054	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500
415-2107	State Jury Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
415-2111	Judicial Fee - State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
415-2112	Judicial Fee - City	\$ 389	\$ -	\$ 156	\$ 200	\$ 200	\$ -	\$ 200	\$ -	\$ 200
415-2114	Court Cash Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
415-2200	Municipal Court Overpayment Fee	\$ 3	\$ -	\$ 1	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 94,176</b>	<b>\$ 97,550</b>	<b>\$ 38,718</b>	<b>\$ 68,701</b>	<b>\$ 72,700</b>	<b>\$ -</b>	<b>\$ 72,700</b>	<b>\$ -</b>	<b>\$ 72,700</b>
<b>Police Department</b>										
420-1230	School Officer Funding	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
420-1240	Crossing Guard Tax	\$ -	\$ -	\$ 3,236	\$ 3,236	\$ 3,300	\$ -	\$ 3,300	\$ -	\$ 3,300
420-1530	Wrecker permits	\$ 700	\$ 800	\$ 700	\$ 800	\$ 800	\$ -	\$ 800	\$ -	\$ 800
420-1560	Animal licenses	\$ 640	\$ 750	\$ 150	\$ 200	\$ 250	\$ -	\$ 250	\$ -	\$ 250
420-1565	Animal Impoundment	\$ 435	\$ 450	\$ 420	\$ 600	\$ 500	\$ -	\$ 500	\$ -	\$ 500
420-1570	Sale of copies	\$ 402	\$ 400	\$ 143	\$ 200	\$ 250	\$ -	\$ 250	\$ -	\$ 250
420-1810	Other revenue	\$ 1,839	\$ 500	\$ 319	\$ 500	\$ 500	\$ -	\$ 500	\$ -	\$ 500
420-1820	Private Alarm Permits	\$ 5,020	\$ 4,000	\$ 2,600	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000
420-4222	CAPCO - Voice Recorder Reimb	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
420-4250	Bulletproof Vest Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
420-4320	LEOSE Revenue	\$ 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 9,560</b>	<b>\$ 7,500</b>	<b>\$ 7,569</b>	<b>\$ 9,536</b>	<b>\$ 9,600</b>	<b>\$ -</b>	<b>\$ 9,600</b>	<b>\$ -</b>	<b>\$ 9,600</b>

## GENERAL FUND REVENUES

### Fund 10

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	Budget Cuts	Budget 2012-13
<b>Public Works</b>										
430-1450	Capital Metro contributions	\$ -	\$ 84,000	\$ 42,243	\$ 63,364	\$ 42,243	\$ -	\$ 42,243	\$ -	\$ 42,243
430-1453	Prior Year Cap Metro Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
430-1810	Other Revenue	\$ 2,000	\$ 1,500	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
430-1820	Street Cuts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 2,000</b>	<b>\$ 85,500</b>	<b>\$ 44,243</b>	<b>\$ 65,364</b>	<b>\$ 42,243</b>	<b>\$ -</b>	<b>\$ 42,243</b>	<b>\$ -</b>	<b>\$ 42,243</b>
<b>Solid Waste Fees</b>										
431-1700	Solid Waste Fees	\$ 561,352	\$ 593,489	\$ 299,607	\$ 597,242	\$ 650,730	\$ -	\$ 650,730	\$ -	\$ 650,730
	<b>Subtotal</b>	<b>\$ 561,352</b>	<b>\$ 593,489</b>	<b>\$ 299,607</b>	<b>\$ 597,242</b>	<b>\$ 650,730</b>	<b>\$ -</b>	<b>\$ 650,730</b>	<b>\$ -</b>	<b>\$ 650,730</b>
<b>Recreation</b>										
435-3100	Park Revenue (Pool Fees)	\$ 15,752	\$ 12,000	\$ -	\$ 11,000	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000
435-3200	Transfer from Park Fund	\$ 7,500	\$ 30,011	\$ -	\$ 30,011	\$ -	\$ -	\$ -	\$ -	\$ -
435-3300	Other Revenues	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 23,252</b>	<b>\$ 42,011</b>	<b>\$ 1,000</b>	<b>\$ 42,011</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>
<b>Airport</b>										
440-3100	Airport Revenue	\$ 20,000	\$ 20,000	\$ 5,803	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 20,000
440-3200	Ramp Grant Revenue	\$ 515	\$ 750	\$ 745	\$ 745	\$ 745	\$ -	\$ 745	\$ -	\$ 745
	<b>Subtotal</b>	<b>\$ 20,515</b>	<b>\$ 20,750</b>	<b>\$ 6,547</b>	<b>\$ 20,745</b>	<b>\$ 20,745</b>	<b>\$ -</b>	<b>\$ 20,745</b>	<b>\$ -</b>	<b>\$ 20,745</b>
<b>Library</b>										
445-3100	Library Fines and Revenue	\$ 3,430	\$ 2,500	\$ 1,657	\$ 2,900	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500
445-3230	Library Grants	\$ 4,433	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 7,863</b>	<b>\$ 2,500</b>	<b>\$ 1,657</b>	<b>\$ 2,900</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ 2,500</b>
	<b>Total Operating Revenues</b>	<b>\$ 4,494,831</b>	<b>\$ 4,328,338</b>	<b>\$ 2,989,656</b>	<b>\$ 4,355,252</b>	<b>\$ 4,177,188</b>	<b>\$ 162,092</b>	<b>\$ 4,339,280</b>	<b>\$ -</b>	<b>\$ 4,339,280</b>

**DEPARTMENTAL BUDGET NARRATIVE  
ADMINISTRATION  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$204,396</b>
<b>Operation &amp; Maintenance</b>	<b>\$61,832</b>
<b>Supplies</b>	<b>\$9,031</b>
<b>Services</b>	<b>\$121,146</b>
<b>Fixed Assets</b>	<b>\$3,300</b>
<b>TOTALS</b>	<b>\$399,705</b>

**Departmental Description:**

The Administration Division of the General Fund provides for basic administration and management of the City and all Departments. Expenses in this division provide for and support the City Council, City Manager, and City Secretary. It provides for basic liability and property insurance for general fund operations, all election expenses, legal notices, general fund auditing services, travel and educational expenses for the Council and Staff, memberships in various organizations, and the cost of general legal expenses for the City.

### **Budget Summary:**

The 2012-13 Budget for the Administration Division totals \$399,705 which represents a 3.1920% (\$12,364) increase above the 2011-12 Approved Budget, a 40.0974% (\$114,400) increase over the 2011-12 Year End Estimate, and a 26.8739% (\$84,666) increase above the Year End Actual for the 2010-11 Fiscal Year.

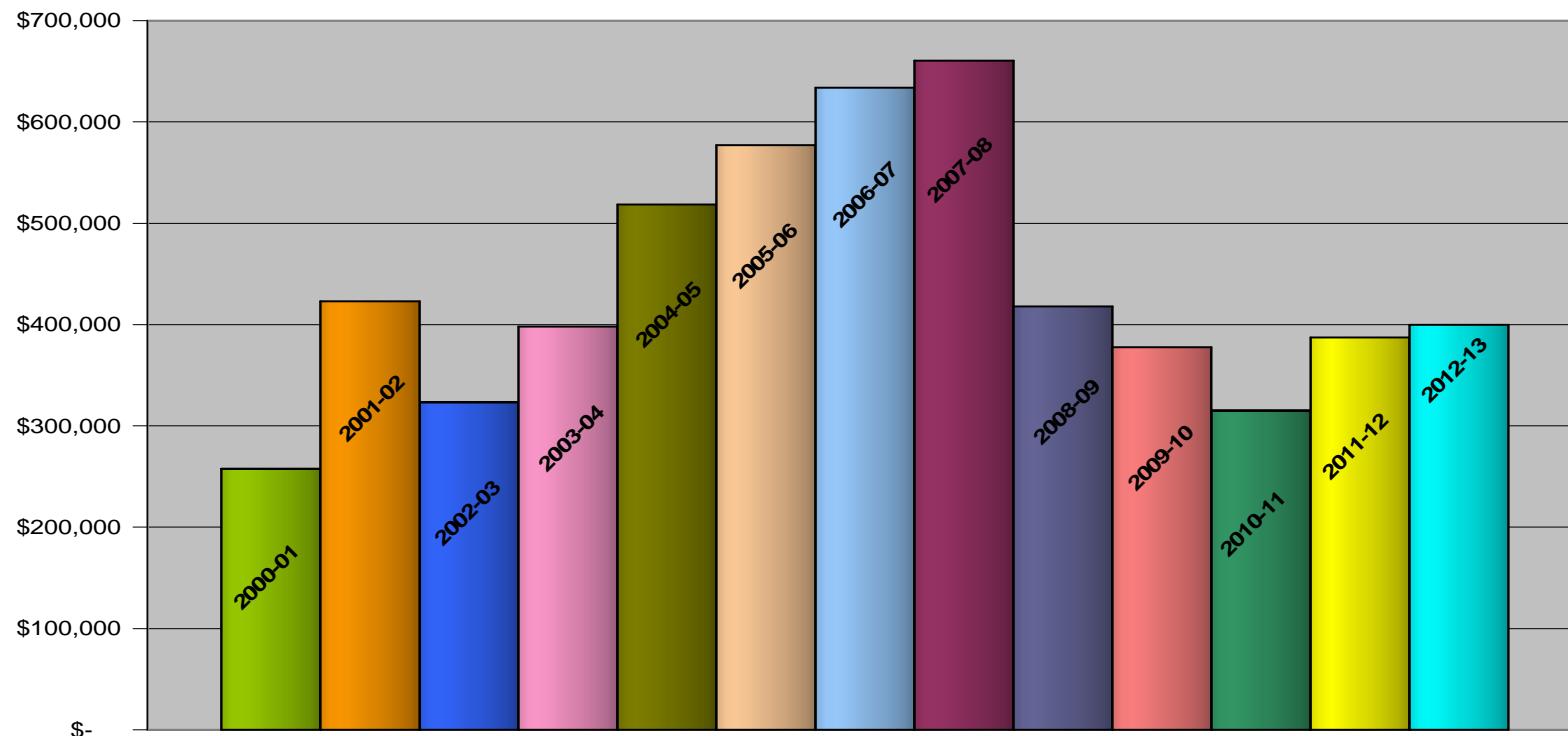
As proposed, the Administration Budget reflects a slight increase in expenses related to travel and conventions. Supplemental budget items include funding to maintain a part-time temporary clerk position, IT costs, which includes new and replacement equipment as well as hardware and software upgrades, outsourcing the City website, and funding for an annual Board, Committee and Commission recognition banquet. A slight decrease in expenditures is seen in Legal Services.

### **Personnel:**

Staffing levels for the Administration Division include 3 positions as follows:

- 1 City Manager
- 1 City Secretary
- 1 Part-time Temporary Clerk

### Administration Expenses



Note: Expenditure increases during the 2001/02 Fiscal Year resulted from a change in City Managers, increased legal expenses and transfer of POA Sports Complex contribution from General Fund to the Sports Complex Construction Fund. Increases in expenses during the 2003/04 Fiscal Year were the result of increased legal services. The increase in expenditures during the 2004/05 Fiscal Year are due to increased legal services and a change in City Managers. The decrease in expenditures during the 2008/09 Fiscal Year resulted from the relocation of the Assistant City Manager to the Development Services Budget and a decrease in legal expenses. The decrease in expenditures during the 2009/10 Fiscal Year was due to the relocation of all Finance related costs to the newly created Finance Department. The decrease in expenditures for the 2010/2011 Fiscal Year is primarily a result of savings in legal services. The increase in expenditures for the 2011/2012 Fiscal Year was primarily due to increases in legal services. Increases in the 2012-2013 Fiscal Year are due to IT costs, the addition of a temporary part-time clerk, and Board, Committee and Commission recognition.

## ADMINISTRATION

## Account 10-510

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget 2012-13	Supplemental Budget Request 2012-13	Total Budget	Adopted Budget 2012-13
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12			Request 2012-13	
<b>Personnel &amp; Benefits</b>									
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 163	\$ 270	\$ 538	\$ 538	\$ 675	\$ -	\$ 675	\$ -
1020	Social Security / Medicare (7.65%)	\$ 11,996	\$ 11,759	\$ 5,915	\$ 11,759	\$ 12,529	\$ 153	\$ 12,682	\$ -
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 13,706	\$ 11,923	\$ 6,371	\$ 11,905	\$ 10,782	\$ -	\$ 10,782	\$ -
1050	Health Insurance	\$ 12,127	\$ 12,172	\$ 6,086	\$ 12,172	\$ 13,998	\$ -	\$ 13,998	\$ -
1070	Workers Compensation	\$ 490	\$ 485	\$ 255	\$ 471	\$ 475	\$ -	\$ 475	\$ -
1100	City Manager	\$ 87,214	\$ 87,398	\$ 43,901	\$ 87,398	\$ 86,994	\$ -	\$ 86,994	\$ -
1110	City Secretary	\$ 52,281	\$ 52,812	\$ 26,608	\$ 52,813	\$ 52,408	\$ 2,000	\$ 54,408	\$ -
1115	Temp PT Administrative Assistant	\$ 4,376	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000	\$ -
1144	Car Allowance	\$ 12,900	\$ 12,900	\$ 6,450	\$ 12,900	\$ 12,900	\$ -	\$ 12,900	\$ -
1145	Longevity	\$ 554	\$ 606	\$ 606	\$ 606	\$ 673	\$ -	\$ 673	\$ -
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 808	\$ -	\$ 808	\$ -
	<b>Subtotal</b>	<b>\$ 195,807</b>	<b>\$ 190,325</b>	<b>\$ 96,730</b>	<b>\$ 195,562</b>	<b>\$ 197,243</b>	<b>\$ 7,153</b>	<b>\$ 204,396</b>	<b>\$ 204,396</b>

**ADMINISTRATION**
**Account 10-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget 2012-13	Supplemental Budget Request 2012-13	Total Budget 2012-13	Adopted Budget 2012-13
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12				
<b><u>Operation &amp; Maintenance</u></b>									
4000	Liability/Property Insurance	\$ 13,977	\$ 13,438	\$ 6,223	\$ 11,513	\$ 12,664	\$ -	\$ 12,664	\$ -
	Liability				\$ 633				
	Property				\$ 8,080				
	Errors and Omissions				\$ 3,951				
4200	Travel	\$ 2,187	\$ 8,000	\$ 3,233	\$ 3,500	\$ 9,795	\$ -	\$ 9,795	\$ -
	CM/CS (hotel, meals)				\$ 1,000				
	TMLConf (8 - hotel,mileage,meals)				\$ 7,911				
	Newly Elected Official Training (3)				\$ 684				
	Misc. trips (Council, Commissions, etc.)				\$ 200				
4300	Education	\$ 225	\$ 1,100	\$ 628	\$ 500	\$ 1,100	\$ -	\$ 1,100	\$ -
	City Secretary				\$ 300				
	City Manager				\$ 800				
4305	Conventions	\$ 1,441	\$ 3,240	\$ 250	\$ 3,250	\$ 5,960	\$ -	\$ 5,960	\$ -
	TML Conf (\$500x8)				\$ 4,000				
	City Clerk's Seminars				\$ 500				
	TCMA Conference				\$ 500				
	New Elected Official Train (170 x 3)				\$ 510				
	Misc. classes/seminars (Council, Boards, etc.)				\$ 450				
4400	Dues	\$ 2,516	\$ 3,024	\$ 1,669	\$ 2,931	\$ 3,075	\$ -	\$ 3,075	\$ -
	Texas Municipal League				\$ 1,250				
	Capitol Area COG				\$ 665				
	TCMA				\$ 320				
	TCMA Region 7				\$ 25				
	TMCA - City Secretary Association				\$ 85				
	Capitol Chapter of City Clerks Assn.				\$ 15				
	Chamber of Commerce				\$ 50				
	Sam's Club				\$ 30				
	ERS - TX Social Security Program				\$ 35				
	CAMPO				\$ 500				
	Comptroller Purchasing CoOp				\$ 100				

**ADMINISTRATION**
**Account 10-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget Cuts 2012-13	Budget 2012-13	
4550	Legal Notices	\$ 2,190	\$ 5,275	\$ 1,390	\$ 2,960		\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
	Employment					\$ 500					
	Ordinances passed					\$ 2,350					
	Election					\$ 1,650					
	Miscellaneous					\$ 500					
4565	Elections	\$ 250	\$ 8,000	\$ -	\$ -		\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000
	General election					\$ 4,000					
	Special elections					\$ 4,000					
4570	Rental/Lease	\$ 2,337	\$ 2,369	\$ 1,148	\$ 2,293		\$ 2,193	\$ -	\$ 2,193	\$ -	\$ 2,193
	Post mach/Pit Bowes \$4,104/yr*20%					\$ 821					
	Xerox Copier lease \$2,788/yr * 25%					\$ 700					
	new phone sys \$4,800/yr*14%					\$ 672					
4575	Bank Charges	\$ 15	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
4600	Telephone/Internet/Cable	\$ 4,144	\$ 4,092	\$ 3,088	\$ 5,673		\$ 4,040	\$ 756	\$ 4,796	\$ -	\$ 4,796
	Time Warner Cable \$59/mo					\$ 708					
	Time Warner Internet \$118/mo*20%					\$ 284					
	AT&T Long Distance \$11/mo					\$ 132					
	AT&T Mobility-cell and data card \$115/mo					\$ 1,380					
	AT&T Telephone \$108/mo					\$ 1,296					
	Add Caller ID (2 lines @ \$10/mo ea)					\$ 240					
	Upgrade Internet speed (\$315/mo*20%)					\$ -		\$ 756			
4750	Miscellaneous Expenses	\$ 6,641	\$ 6,500	\$ 5,973	\$ 7,250		\$ 6,950	\$ 2,300	\$ 9,250	\$ -	\$ 9,250
	Employee Recognition					\$ 6,000					
	Committees Recognition					\$ -		\$ 2,000			
	4th of July decorations/floats					\$ 300		\$ 300			
	Office Equip. Repairs					\$ 500					
	Drug screenings					\$ 150		\$ -			
	<b>Subtotal</b>	<b>\$ 35,923</b>	<b>\$ 55,038</b>	<b>\$ 23,602</b>	<b>\$ 39,869</b>		<b>\$ 58,776</b>	<b>\$ 3,056</b>	<b>\$ 61,832</b>	<b>\$ -</b>	<b>\$ 61,832</b>

**ADMINISTRATION**
**Account 10-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget Cuts	Budget 2012-13	
<b><u>Supplies</u></b>											
5100	Books/Publications/Films	\$ 189	\$ 200	\$ 111	\$ 111		\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
	Miscellaneous books					\$ 100					
5200	Postage	\$ 1,408	\$ 1,500	\$ 561	\$ 1,000		\$ 1,456	\$ 1,456	\$ 1,456	\$ 1,456	\$ 1,456
	Postage misc.					\$ 200					
	Purchase Power/postage for machine					\$ 1,100					
	FedEx					\$ 100					
	PO Box					\$ 56					
5300	Supplies	\$ 4,557	\$ 8,900	\$ 987	\$ 6,500		\$ 6,825	\$ 650	\$ 7,475	\$ 7,475	
	\$300 per month * 12 months					\$ 3,600	\$ -				
	200 GB offsite back-up storage \$250/mo					\$ 3,000	\$ -				
	Adobe Acrobat 10					\$ 225	\$ -				
	5 hard drives to keep in stock					\$ -	\$ 500				
	upgrade memory and install hard drive (Bill's desktop)					\$ -	\$ 150				
	upgrade server mem and new hard drive (\$160*50%)					\$ -	\$ 80				
	SBS 2011 software for server (\$400*50%)					\$ -	\$ 200				
	SVR STD software for server (\$750*50%)					\$ -	\$ 375				
	<b>Subtotal</b>	<b>\$ 6,154</b>	<b>\$ 10,600</b>	<b>\$ 1,659</b>	<b>\$ 7,611</b>		<b>\$ 8,381</b>	<b>\$ 650</b>	<b>\$ 9,031</b>	<b>\$ -</b>	<b>\$ 9,031</b>
<b><u>Services</u></b>											
6100	Professional Services	\$ 4,190	\$ 11,850	\$ -	\$ 5,134		\$ 6,850	\$ 5,750	\$ 12,600	\$ -	\$ 12,600
	Updates to Codification and hosting					\$ 6,000	\$ -				
	Miscellaneous					\$ 850	\$ -				
	Records Management					\$ -	\$ -				
	Outsource website (50%)					\$ -	\$ 5,750				
6110	Auditing Services	\$ 9,750	\$ 10,000	\$ 9,750	\$ 9,750		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
	Annual Audit 50%					\$ 10,000					

**ADMINISTRATION**
**Account 10-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget 2012-13	Supplemental Budget Request 2012-13	Total Budget 2012-13	Adopted Budget 2012-13
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12				
6120	Legal Services	\$ 33,693	\$ 75,000	\$ 7,264	\$ 17,500	\$ 65,000	\$ -	\$ 65,000	\$ -
	City Attorney 12 months				\$ 55,000				
	Misc. attorney fees				\$ 10,000				
6400	Printing and Binding Services	\$ -	\$ 300	\$ 595	\$ 896	\$ 300	\$ -	\$ 300	\$ -
	Misc.				\$ 300				
6500	Miscellaneous Services	\$ 3,123	\$ 3,728	\$ 440	\$ 3,000	\$ 500	\$ 2,471	\$ 2,971	\$ -
	Misc. / Unanticipated				\$ 500				
	Office 2010 Pro Licenses (\$375 x 5)				\$ -		\$ 1,875		
	Windows 7 Licenses (\$149 x 4)				\$ -		\$ 596		
	Antivirus Licenses (per computer)				\$ -		\$ -		
	Jan 2014				\$ -				
	Amtispam Licenses (per email)				\$ -				
	Apr 2014				\$ -				
6540	Maintenance Agreements	\$ 6,147	\$ 5,500	\$ 4,788	\$ 5,983	\$ 5,275	\$ -	\$ 5,275	\$ -
	Incode / annual software maint				\$ 3,630				
	Incode monthly network support fees 25%				\$ 750				
	Incode annual hardware maintenance 50%(receipt printer)				\$ 120				
	Xerox Copier (\$3,100/yr *25%)				\$ 775				
6560	City Managers Contingency	\$ 19,454	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -
	Unanticipated Expenses								
	<b>Subtotal</b>	<b>\$ 76,356</b>	<b>\$ 131,378</b>	<b>\$ 22,837</b>	<b>\$ 42,263</b>	<b>\$ 112,925</b>	<b>\$ 8,221</b>	<b>\$ 121,146</b>	<b>\$ -</b>
									<b>\$ 121,146</b>
<b>Fixed Assets</b>									
9730	Office Equipment/Software	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 3,300	\$ 3,300	\$ -
	Laser Jet Printer (\$2000*50%)				\$ -		\$ 1,000		
	Projector - Council Chambers				\$ -		\$ 1,500		
	replace Mayor's computer				\$ -		\$ 800		
	<b>Subtotal</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,300</b>	<b>\$ 3,300</b>	<b>\$ -</b>
									<b>\$ 3,300</b>
	<b>TOTAL</b>	<b>\$ 315,041</b>	<b>\$ 387,341</b>	<b>\$ 144,829</b>	<b>\$ 285,305</b>	<b>\$ 377,325</b>	<b>\$ 22,380</b>	<b>\$ 399,705</b>	<b>\$ -</b>
									<b>\$ 399,705</b>

**DEPARTMENTAL BUDGET NARRATIVE  
NON DEPARTMENTAL  
2012-13**

<b>Personnel and Benefits</b>	<b>\$0</b>
<b>Operating and Maintenance</b>	<b>\$12,000</b>
<b>Supplies</b>	<b>\$0</b>
<b>Services</b>	<b>\$0</b>
<b>Fixed Assets</b>	<b>\$0</b>
<b>Total</b>	<b>\$12,000</b>

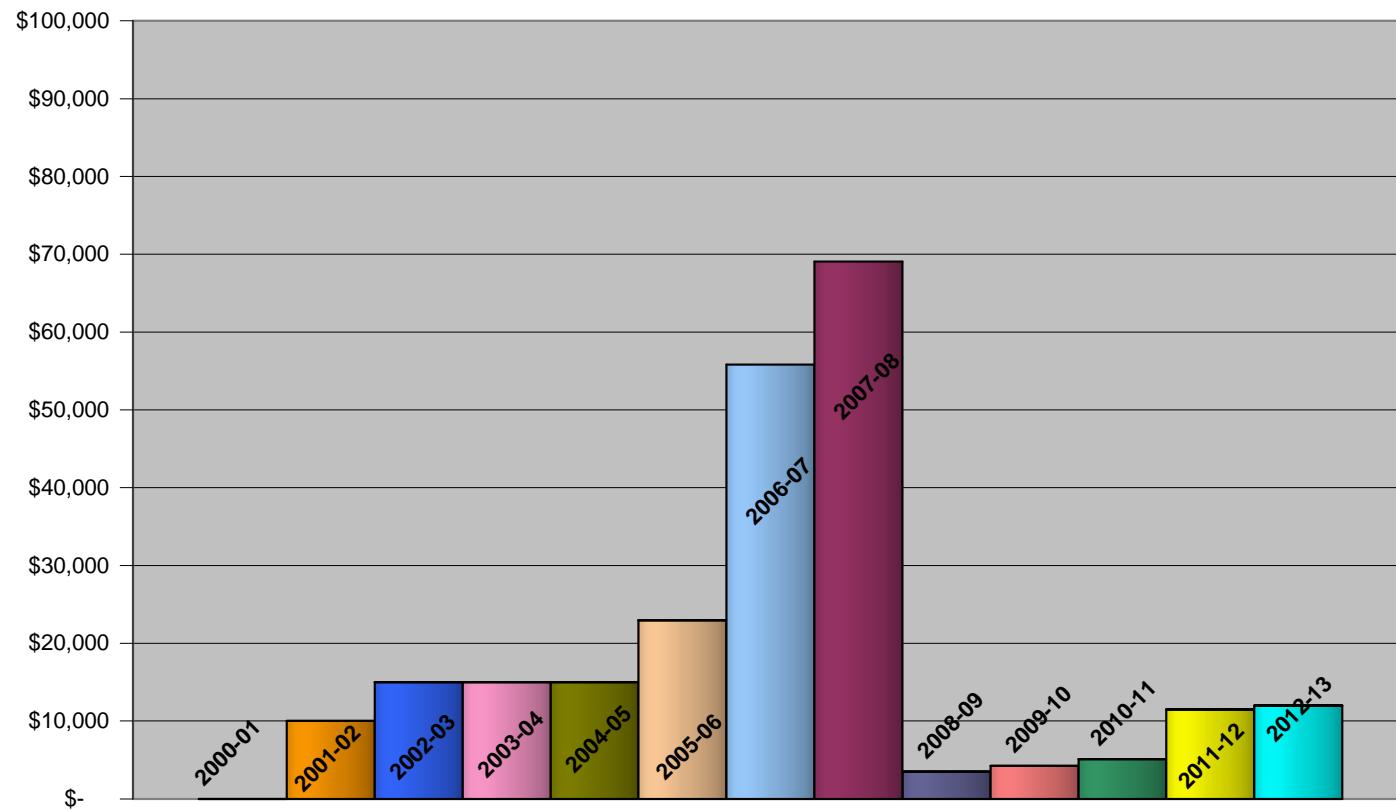
**Departmental Description:**

The Non Departmental Budget consists of expenses for the City's EDA Membership, various Economic Development Alliance expenses, Animal Services and Keep Lago Vista Beautiful.

**Budget Summary:**

The 2012/13 Budget for the Non Departmental Budget totals \$12,000 which represents a \$500 increase over the 2011/12 Approved Budget. Expenses covered by the Non Departmental Budget include \$2,500 for the City's Membership in the Lago Vista EDA, \$5,000 in other contributions to the EDA for business recruitment purposes, \$1,500 for the 4<sup>th</sup> of July Celebration, and \$3,000 for KLVB.

### Non Departmental Expenses



**NON DEPARTMENTAL BUDGET**

**Account 10-511**

Account Number	Account Name	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimate 09/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request 2012-13	Total Budget 2012-13	Budget Cuts	Adopted Budget 2012-13
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**Operation & Maintenance**

4750	Miscellaneous Expenses	\$ 3,100	\$ 8,500	\$ 7,500	\$ -		\$ 7,500	\$ 1,500	\$ 9,000	\$ -	\$ 9,000
	Economic Development Alliance					\$ 5,000					
	EDA Contribution					\$ 2,500					
	4th of July Celebration						\$ 1,500				
4800	KLVB - Donation	\$ 2,000	\$ 3,000	\$ 3,000	\$ -		\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000
	<b>Subtotal</b>	<b>\$ 5,100</b>	<b>\$ 11,500</b>	<b>\$ 10,500</b>	<b>\$ -</b>		<b>\$ 10,500</b>	<b>\$ 1,500</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>
	<b>TOTAL</b>	<b>\$ 5,100</b>	<b>\$ 11,500</b>	<b>\$ 10,500</b>	<b>\$ -</b>		<b>\$ 10,500</b>	<b>\$ 1,500</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>

**DEPARTMENT BUDGET NARRATIVE  
DEVELOPMENT SERVICES  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$271,863</b>
<b>Operation &amp; Maintenance</b>	<b>\$28,583</b>
<b>Supplies</b>	<b>\$5,705</b>
<b>Services</b>	<b>\$123,394</b>
<b>Fixed Assets</b>	<b>\$800</b>
<b>TOTALS</b>	<b>\$430,345</b>

**Department Description:**

Development Services provides all services related to new development, special districts, building and code enforcement within the city limits and the ETJ. The department acts as an information bank and distributes information to citizens, those interested in building and development, elected and appointed officials, and city staff who inquire about building and development process and standards. The department provides GIS and web page support to city departments and the public. The department will issue a slightly higher number of permits and make more inspections than in fiscal 10-11 as the economy improves. The department will issue about 400 permits and make about 1200 inspections for new buildings and construction. Code violation will be at about current fiscal year levels, at about 600 separate code violations. A slightly higher number of plats and zoning cases are anticipated for the next year. The department provides staff support to the Building Committee, the Planning and Zoning Commission, Keep Lago Vista Beautiful, the Airport Advisory Board, the Parks and Recreation Advisory Board, the Impact Fee Advisory Board, the Roads and Grounds Committee and City Council. The department drafts amendments to development and building regulations and supports the city master planning program.

## **Budget Summary**

The proposed budget is \$33,053 more than the current budget. This is due primarily to an increase in line item 6130, Engineering and Planning Services of \$25,000. The 6130 line item funding source is developer escrow or fees paid by developers. This line item is used for outside legal and engineering development and special district review and consultation. The difference is a consequence of estimated increases in subdivision activity and special district (such as PID) work. The \$25,000 will be reimbursed by developers. Information technology improvements account for \$2,755 of the increase.

Following is a summary of differences between the FY 10-11 and FY 11-12 budgets and reasons by category.

Line Item	Difference	Reasons
Personnel and Benefits	+ \$4,208	Health Insurance.
4400 Dues	+ \$115	ERSI Certification.
4525 Contract Inspections	+ \$1,250	Contract building inspections for increased building activity and increase in contractor fees.
4600 Telephone	+ \$187	Yearly phone charge for building official remote laptop.
4750 Misc. Expenses	+ \$1,200	Permit refunds to reflect typical refund amounts.
5100 Books/Publications	+ \$170	Purchase Local Govt. Code and ERSI Training books.
5300 Supplies	- \$1,265	Reflects FY 11-12 actual costs. Greater use of technology.
6130 Engin. And Planning	+ \$25,000	Increased development activity and special districts.
6500 Misc. Services	+ \$2,620	Computer licenses.
9730 Office equipment	- \$200	Less computer hardware.

## **Supplemental Requests:**

Information technology recommended by IT manager: \$2,755.

Books. Local Government Code: \$70.

Books. ESRI training manuals for GIS Tech: \$100

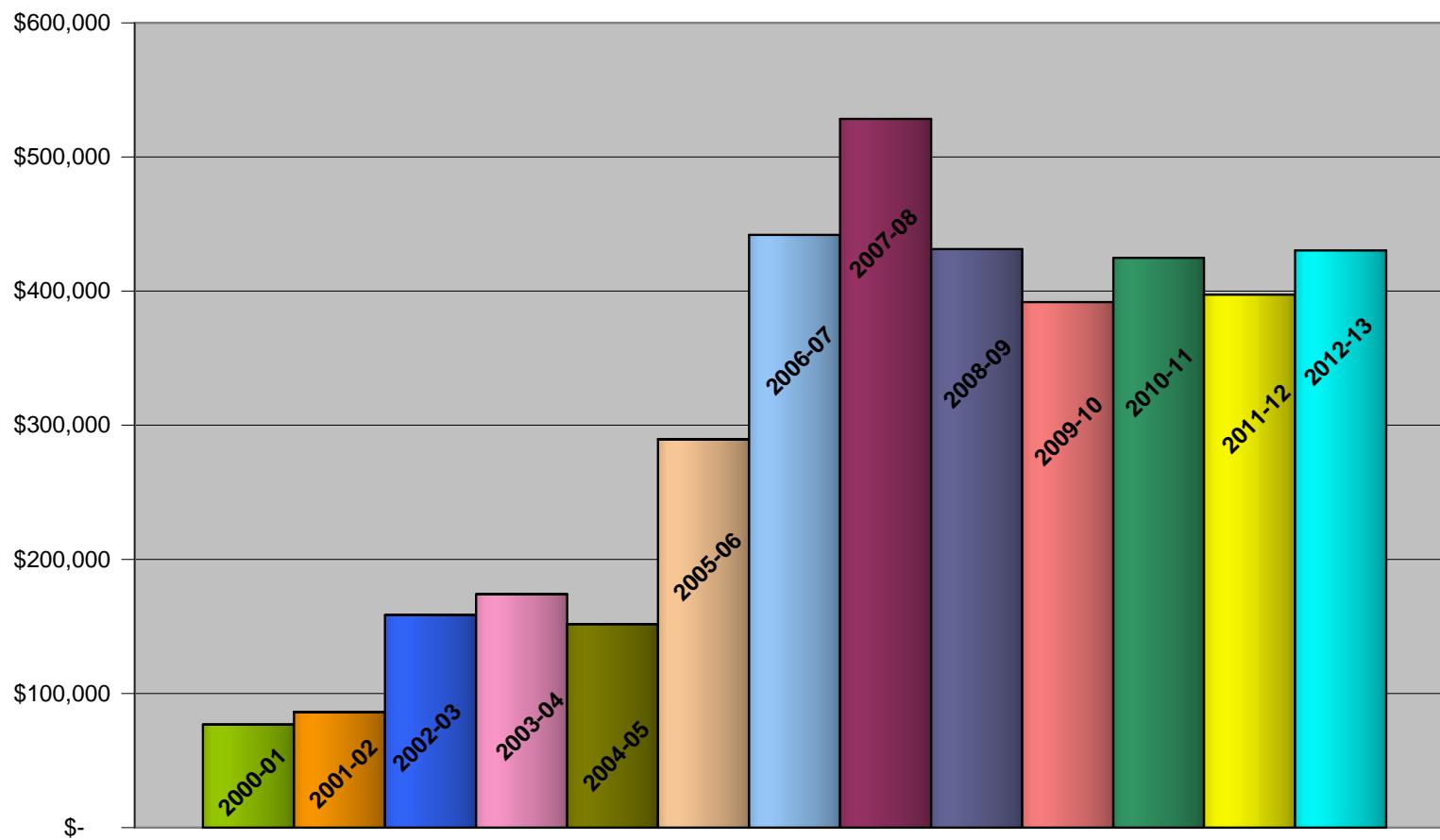
Permit refunds: \$1,200.

## **Personnel:**

Staffing levels for the Department include four positions as follows:

- 1 Assistant City Manager
- 1 Chief Building Official/Code Enforcement Officer
- 1 Secretary
- 1 GIS Technician

### Development Services Expenses



**DEVELOPMENT SERVICES**
**Account 10-512**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget Request	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12					
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 288	\$ 540	\$ 986	\$ 1,044	\$ 900	\$ -	\$ 900	\$ -	\$ 900
1020	Social Security / Medicare (7.65%)	\$ 15,078	\$ 15,805	\$ 7,690	\$ 15,803	\$ 15,815	\$ -	\$ 15,815	\$ -	\$ 15,815
1030	TMRS (7.29%-3 mos /6.78%-9 mos)	\$ 18,355	\$ 16,029	\$ 8,577	\$ 15,100	\$ 14,309	\$ -	\$ 14,309	\$ -	\$ 14,309
1050	Health Insurance	\$ 27,896	\$ 28,055	\$ 14,028	\$ 28,055	\$ 32,263	\$ -	\$ 32,263	\$ -	\$ 32,263
1070	Workers Comp	\$ 850	\$ 834	\$ 437	\$ 809	\$ 840	\$ -	\$ 840	\$ -	\$ 840
1105	Assistant City Manager Frank Robbins	\$ 72,503	\$ 73,246	\$ 36,825	\$ 73,246	\$ 72,842	\$ -	\$ 72,842	\$ -	\$ 72,842
1120	Building Official Linda Alger	\$ 48,487	\$ 48,855	\$ 24,630	\$ 48,856	\$ 48,451	\$ -	\$ 48,451	\$ -	\$ 48,451
1135	GIS Tech Chris Martinez	\$ 41,293	\$ 41,604	\$ 21,004	\$ 41,605	\$ 41,200	\$ -	\$ 41,200	\$ -	\$ 41,200
1525	Development Services Secretary Sherry McCurdy	\$ 30,661	\$ 30,889	\$ 15,625	\$ 30,867	\$ 30,485	\$ -	\$ 30,485	\$ -	\$ 30,485
1144	Car Allowance Assistant City Manager - \$425 per month Building Official - \$525 per month	\$ 11,400	\$ 11,400	\$ 5,700	\$ 11,400	\$ 11,400	\$ 5,100	\$ 11,400	\$ -	\$ 11,400
							\$ 6,300			

**DEVELOPMENT SERVICES**
**Account 10-512**

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual</u>	<u>Current Budget</u>	<u>6 Months Actual YTD</u>	<u>Year End Estimate</u>	<u>Calculation</u>	<u>Base Budget</u>	<u>Supplemental Budget Request</u>	<u>Total Budget</u>	<u>Adopted Budget</u>
		<u>09/30/11</u>	<u>2011-12</u>	<u>03/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>2012-13</u>	<u>Budget Cuts</u>	<u>2012-13</u>
1145	Longevity	\$ 484	\$ 606	\$ 606	\$ 606		\$ 741	\$ -	\$ 741	\$ -
1274	Overtime-GIS Technical				\$ 500		\$ 1,000	\$ -	\$ 1,000	\$ -
	Rewards Program	\$ -	\$ -	\$ -	\$ -		\$ 1,616	\$ -	\$ 1,616	\$ -
	<b>Subtotal</b>	<b>\$ 267,293</b>	<b>\$ 267,863</b>	<b>\$ 136,108</b>	<b>\$ 267,889</b>		<b>\$ 271,863</b>	<b>\$ -</b>	<b>\$ 271,863</b>	<b>\$ -</b>
<b><u>Operation &amp; Maintenance</u></b>										
4000	Liability & Property Insurance	\$ 258	\$ 301	\$ 119	\$ 252		\$ 277	\$ -	\$ 277	\$ -
	Vehicle Liability					\$ 140				
	Auto Physical Damage					\$ 137				
4110	Uniforms	\$ 80	\$ 80	\$ 65	\$ 80		\$ 80	\$ -	\$ 80	\$ -
	Workboots 1 @ \$80 each employee									\$ 80
4200	Travel	\$ 957	\$ 1,000	\$ -	\$ 1,000		\$ 1,000	\$ -	\$ 1,000	\$ -
	CBO Cert. travel & food					\$ 200				
	APA Conf. P & Z Members					\$ 800				
4300	Education	\$ 235	\$ 1,500	\$ 125	\$ 1,500		\$ 1,500	\$ -	\$ 1,500	\$ -
	Assistant City Manager					\$ 400				
	Cont. Ed. (Bldg Official)					\$ 600				
	License Renewal (Bldg Official)					\$ 200				
	APA Conf. P & Z Members					\$ 300				
4400	Dues	\$ 1,766	\$ 1,695	\$ 1,753	\$ 1,753		\$ 1,810		\$ 1,810	\$ -
	Flood Plain Coalition					\$ 1,000				
	International Code Conference					\$ 110				
	APA Dues					\$ 395				
	TX Flood Plain Mgmt Assn					\$ 85				
	Bldg Official Assn of TX					\$ 60				
	ESRI Certification-GIS Technician					\$ 160				

**DEVELOPMENT SERVICES**
**Account 10-512**

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual</u>	<u>Current Budget</u>	<u>6 Months Actual YTD</u>	<u>Year End Estimate</u>	<u>Calculation</u>	<u>Base Budget</u>	<u>Supplemental Budget Request</u>	<u>Total Budget</u>	<u>Budget Cuts</u>	<u>Adopted Budget</u>
		<u>09/30/11</u>	<u>2011-12</u>	<u>03/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>2012-13</u>	<u>2012-13</u>		<u>2012-13</u>
4525	Contract Inspections Restaurant, Day Care & Pool Inspections 50 Building Inspections @ \$47.50 ea.	\$ 11,380	\$ 11,125	\$ 4,090	\$ 12,313		\$ 12,375	\$ -	\$ 12,375	\$ -	\$ 12,375
						\$ 10,000					
						\$ 2,375					
4550	Legal Notices Advertisements	\$ 2,703	\$ 2,200	\$ 182	\$ 1,000		\$ 2,200	\$ -	\$ 2,200	\$ -	\$ 2,200
4570	Leases & Rents Copier Lease @132.81/ month Telephone @81.91/ month Postage @205.20 / qtr Property Tax @61.84/yr	\$ 3,536	\$ 3,665	\$ 1,522	\$ 3,665		\$ 3,665	\$ -	\$ 3,665	\$ -	\$ 3,665
						\$ 1,594					
						\$ 983					
						\$ 1,026					
						\$ 62					
4600	Telephone \$225 mo @ 12 months Bldg Official Cell Phone \$38/month Bldg Official Remote Laptop \$60/mo	\$ 4,395	\$ 3,689	\$ 1,894	\$ 3,689		\$ 3,876	\$ -	\$ 3,876	\$ -	\$ 3,876
						\$ 2,700					
						\$ 456					
						\$ 720					
4750	Miscellaneous Expenses Permit Refunds	\$ 307	\$ 600	\$ 1,247	\$ 1,800		\$ 600	\$ 1,200	\$ 1,800	\$ -	\$ 1,800
	<b>Subtotal</b>	<b>\$ 25,616</b>	<b>\$ 25,855</b>	<b>\$ 10,997</b>	<b>\$ 27,052</b>		<b>\$ 27,383</b>	<b>\$ 1,200</b>	<b>\$ 28,583</b>	<b>\$ -</b>	<b>\$ 28,583</b>

**Supplies**

5100	Books/Publications/Films Local Government Code ESRI Training Books	\$ 261	\$ 300	\$ -	\$ 300		\$ 300	\$ 170	\$ 470	\$ -	\$ 470
							\$ 70				
							\$ 100				

**DEVELOPMENT SERVICES**
**Account 10-512**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget Request	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12					
5200	Postage	\$ 1,336	\$ 1,500	\$ 512	\$ 1,100	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500
5300	Supplies	\$ 3,387	\$ 5,000	\$ 1,616	\$ 3,400	\$ 3,400	\$ 335	\$ 3,735	\$ -	\$ 3,735
	ACM memory and hard drive						\$ 150			
	GIS Tech memory						\$ 125			
	Permit Tech memory						\$ 60			
<b>Subtotal</b>		<b>\$ 4,984</b>	<b>\$ 6,800</b>	<b>\$ 2,128</b>	<b>\$ 4,800</b>	<b>\$ 5,200</b>	<b>\$ 505</b>	<b>\$ 5,705</b>	<b>\$ -</b>	<b>\$ 5,705</b>
<b>Services</b>										
6100	Professional Services	\$ 25,871	\$ 15,000	\$ 6,975	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000
6120	Legal Services	\$ -	\$ 7,500	\$ -	\$ 2,500	\$ 7,500	\$ -	\$ 7,500	\$ -	\$ 7,500
6130	Engineering & Planning Development - PID	\$ 92,795	\$ 65,000	\$ 23,844	\$ 123,844	\$ 90,000	\$ -	\$ 90,000	\$ -	\$ 90,000
6400	Printing and Binding	\$ -	\$ 300	\$ -	\$ -	\$ 300	\$ -	\$ 300	\$ -	\$ 300
6500	Miscellaneous Services	\$ 2,632	\$ 3,774	\$ 1,555	\$ 3,744	\$ 3,774	\$ 2,620	\$ 6,394	\$ -	\$ 6,394
	Antivirus & Antispam Licenses				\$ 274					
	MyPermitsNow Permit Service				\$ 3,500					
	Windows 7 licenses (\$149 ea.)						\$ 745			
	Office 2010 Pro licenses (\$375 ea.)						\$ 1,875			
6540	Maintenance Agreements	\$ 2,773	\$ 4,200	\$ 678	\$ 3,600	\$ 4,200	\$ -	\$ 4,200	\$ -	\$ 4,200
	Copying costs				\$ 2,800					
	ESRI Maintenance and Arcmap 10				\$ 1,400					
<b>Subtotal</b>		<b>\$ 124,071</b>	<b>\$ 95,774</b>	<b>\$ 33,053</b>	<b>\$ 148,688</b>	<b>\$ 120,774</b>	<b>\$ 2,620</b>	<b>\$ 123,394</b>	<b>\$ -</b>	<b>\$ 123,394</b>

**DEVELOPMENT SERVICES**
**Account 10-512**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental	Total Budget	Adopted Budget <u>2012-13</u>	
		Actual <u>09/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>03/31/12</u>	Estimate <u>09/30/12</u>		Budget <u>Request</u>	Request <u>2012-13</u>		
<b><u>Fixed Assets</u></b>										
9730	Office Equip/Furniture/Software Replace Bldg. Official Desktop	\$ 2,808	\$ 1,000	\$ 700	\$ 700	\$ -	\$ -	\$ 800	\$ -	\$ 800
	<b>Subtotal</b>	<b>\$ 2,808</b>	<b>\$ 1,000</b>	<b>\$ 700</b>	<b>\$ 700</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ 800</b>
	<b>TOTAL</b>	<b>\$ 424,772</b>	<b>\$ 397,292</b>	<b>\$ 182,986</b>	<b>\$ 449,129</b>	<b>\$ 425,220</b>	<b>\$ 5,125</b>	<b>\$ 430,345</b>	<b>\$ -</b>	<b>\$ 430,345</b>

**DEPARTMENTAL BUDGET NARRATIVE  
FINANCE  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$174,909</b>
<b>Operation &amp; Maintenance</b>	<b>\$23,199</b>
<b>Supplies</b>	<b>\$4,650</b>
<b>Services</b>	<b>\$37,316</b>
<b>Fixed Assets</b>	<b>\$3,322</b>
<b>TOTALS</b>	<b>\$243,396</b>

**Departmental Description:**

The Finance Division of the General Fund manages financial activities including accounting, tax collections, financial reporting, accounts payable and payroll activities. The Department is directly involved in the annual budgeting process producing all documentation and information needed by each department in preparing the final results. The Finance department is also responsible for the annual audit, human resources functions and purchasing. Expenses in this division provide for four Accounting Staff employees.

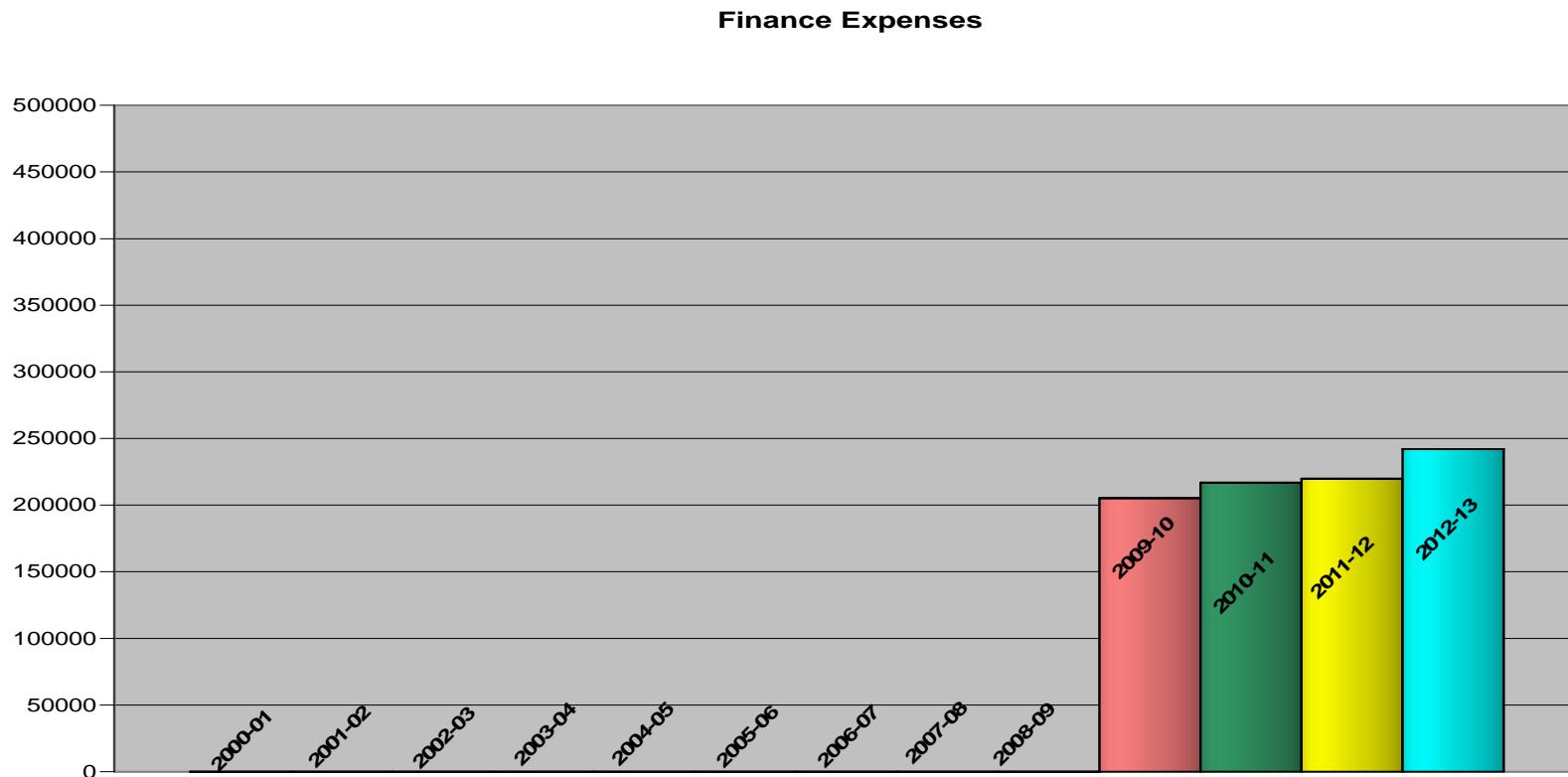
**Budget Summary:**

The proposed budget for 2012-13 is \$243,396 which represents a 10.6783% (\$23,473) increase from the 2011-2012 Approved Budget, and a 13.1264% (\$28,242) increase from the 2011-12 Year End Estimate.

## **Personnel:**

Staffing levels for the Finance Division include 4 positions as follows:

- 1 Accounting Manager
- 1 Staff Accountant (Accounts Payable, Payroll, Human Resources)
- 1 Accounting Assistant (Accounting Functions and Administration support)
- 1 Part-Time Accounting Assistant



**FINANCE**

**Account 10-513**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request	Request 2012-13		Budget 2012-13
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 216	\$ 405	\$ 698	\$ 1,044	\$ 900	\$ -	\$ 900	\$ -	\$ 900
1020	Social Security / Medicare (7.65%)	\$ 8,856	\$ 8,939	\$ 4,534	\$ 8,939	\$ 10,201	\$ 10,201	\$ 10,201	\$ -	\$ 10,201
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 10,373	\$ 9,070	\$ 4,873	\$ 9,050	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	\$ 8,500
1050	Health Insurance	\$ 12,662	\$ 12,742	\$ 6,371	\$ 12,708	\$ 21,613	\$ -	\$ 21,613	\$ -	\$ 21,613
1070	Workers Compensation	\$ 353	\$ 350	\$ 183	\$ 339	\$ 353	\$ -	\$ 353	\$ -	\$ 353
1120	Staff Accountant	\$ 65,560	\$ 66,048	\$ 33,429	\$ 63,462	\$ 45,000	\$ -	\$ 45,000	\$ -	\$ 45,000
1121	Accounting Assistant	\$ -	\$ -	\$ -	\$ 5,388	\$ 28,000	\$ -	\$ 28,000	\$ -	\$ 28,000
1121	Accounting Clerk - Part Time	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,525	\$ 10,525	\$ -	\$ 10,525
1140	Accounting Manager	\$ 49,818	\$ 50,324	\$ 25,364	\$ 50,324	\$ 48,000	\$ -	\$ 48,000	\$ -	\$ 48,000
1145	Longevity	\$ 381	\$ 471	\$ 471	\$ 471	\$ 606	\$ -	\$ 606	\$ -	\$ 606
	Reward Program	\$ -	\$ -	\$ -	\$ -	\$ 1,212	\$ -	\$ 1,212	\$ -	\$ 1,212
<b>Subtotal</b>		<b>\$ 148,218</b>	<b>\$ 148,349</b>	<b>\$ 75,923</b>	<b>\$ 151,724</b>	<b>\$ 164,384</b>	<b>\$ 10,525</b>	<b>\$ 174,909</b>	<b>\$ -</b>	<b>\$ 174,909</b>

**FINANCE**

**Account 10-513**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request	Request 2012-13		Budget 2012-13
<b><u>Operation &amp; Maintenance</u></b>										
4200	Travel Training Bank & PO (0.55 per mile)	\$ 103	\$ 500	\$ 21	\$ 50	\$ \$	\$ 100 50	\$ 150	\$ -	\$ 150
4300	Education Incode Training TML (PFIA) Training	\$ 225	\$ 1,275	\$ -	\$ 225	\$ \$	\$ - 400	\$ 400	\$ -	\$ 400
4350	Super S/Lowes Sales Tax Rebate	\$ 11,740	\$ 13,000	\$ 11,029	\$ 11,740	\$	\$ 11,029	\$ -	\$ 11,029	\$ -
4400	Dues	\$ 100	\$ 100	\$ -	\$ -	\$	\$ -	\$ -	\$ -	\$ -
4420	Bonds (Notary Bond) 2 @ \$125 each	\$ 102	\$ 250	\$ -	\$ -	\$	\$ -	\$ -	\$ -	\$ -
4550	Legal Notices Tax Rate/Budget	\$ -	\$ 1,000	\$ -	\$ -	\$	\$ 1,000	\$ -	\$ 1,000	\$ -
4570	Rental/Lease Post mach/Pitney Bowes Xerox copier Phone Equipment \$4,800/yr*14%	\$ 2,097	\$ 2,170	\$ 1,034	\$ 2,068	\$	\$ 2,190	\$ -	\$ 2,190	\$ -
4575	Bank Charges Bank Statement Charges Credit Card Charges	\$ 3,371	\$ 3,700	\$ 1,125	\$ 3,371	\$	\$ 3,340	\$ -	\$ 3,340	\$ -

**FINANCE**
**Account 10-513**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted		
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request	Request 2012-13	Budget Cuts	Budget 2012-13	
4600	Telephone/Internet AT & T Time Warner Internet w/Upgrade	\$ 3,321	\$ 3,350	\$ 1,683	\$ 3,390	\$ 4,089	\$ 4,090	\$ 4,090	\$ -	\$ 4,090	
						\$ 756					
4700	Maintenance/Repairs Office Equipment	\$ 380	\$ 600	\$ -	\$ -	\$ 400	\$ -	\$ 400	\$ -	\$ 400	
4750	Miscellaneous Expenses	\$ 1,600	\$ 1,300	\$ 428	\$ 1,300	\$ 600	\$ -	\$ 600	\$ -	\$ 600	
	<b>Subtotal</b>	<b>\$ 23,039</b>	<b>\$ 27,245</b>	<b>\$ 15,320</b>	<b>\$ 22,144</b>		<b>\$ 23,199</b>	<b>\$ -</b>	<b>\$ 23,199</b>	<b>\$ -</b>	<b>\$ 23,199</b>

**Supplies**

5200	Postage Fedex / Miscellaneous Postage for machine	\$ 1,164	\$ 775	\$ 156	\$ 900	\$ 50	\$ 1,050	\$ -	\$ 1,050	\$ -	\$ 1,050
						\$ 1,000					
5300	Supplies	\$ 3,281	\$ 3,840	\$ 1,887	\$ 3,774		\$ 3,600	\$ -	\$ 3,600	\$ -	\$ 3,600
	<b>Subtotal</b>	<b>\$ 4,445</b>	<b>\$ 4,615</b>	<b>\$ 2,043</b>	<b>\$ 4,674</b>		<b>\$ 4,650</b>	<b>\$ -</b>	<b>\$ 4,650</b>	<b>\$ -</b>	<b>\$ 4,650</b>

**Services**

6100	Professional Services	\$ -	\$ -	\$ -	\$ -		\$ 225	\$ -	\$ 225	\$ -	\$ 225
6200	Tax Collections 12,518 Parcels @ \$1.03	\$ 13,504	\$ 12,017	\$ 11,613	\$ 13,504		\$ 12,894	\$ -	\$ 12,894	\$ -	\$ 12,894
6210	Tax Appraisal Services	\$ 20,875	\$ 23,000	\$ 10,556	\$ 18,948		\$ 20,875	\$ -	\$ 20,875	\$ -	\$ 20,875

**FINANCE**
**Account 10-513**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total	Adopted Budget	
		Actual	Budget	Actual YTD	Estimate		Budget Request	Budget Request		
		09/30/11	2011-12	3/31/12	09/30/12		2012-13	2012-13		
6500	Miscellaneous Services Antivirus & Antispam Licenses	\$ 2,632	\$ 205	\$ 180	\$ 249	\$ 250	\$ -	\$ 250	\$ 250	
6540	Maintenance Agreements Incode monthly network support fees Xerox Copier B & W and color copies Incode Secure Signature annual fee Incode 3 additional signatures @138 each	\$ 2,267	\$ 2,982	\$ 696	\$ 2,411	\$ 750	\$ 3,072	\$ -	\$ 3,072	
						\$ 1,608				
						\$ 300				
						\$ 414				
	<b>Subtotal</b>	<b>\$ 39,278</b>	<b>\$ 38,204</b>	<b>\$ 23,045</b>	<b>\$ 35,112</b>		<b>\$ 37,316</b>	<b>\$ -</b>	<b>\$ 37,316</b>	<b>\$ -</b>
										<b>\$ 37,316</b>
<b>Fixed Assets</b>										
9730	Office Equipment/Software Upgrade Memory/Hard Drive-Lisa Upgrade Memory-Starr Windows 7 Licenses (\$149 x 3) Office 2010 Pro Licenses (\$375 x3) Adobe Acrobat Upgrade	\$ 1,824	\$ 600	\$ -	\$ 600	\$ 600	\$ 2,222	\$ 2,822	\$ -	\$ 2,822
						\$ 150				
						\$ 50				
						\$ 447				
						\$ 1,125				
						\$ 450				
9735	Office Furniture Bookcase/Chair	\$ -	\$ 900	\$ -	\$ 900	\$ 500	\$ -	\$ 500	\$ -	\$ 500
	<b>Subtotal</b>	<b>\$ 1,824</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ 1,100</b>	<b>\$ 2,222</b>	<b>\$ 3,322</b>	<b>\$ -</b>	<b>\$ 3,322</b>
	<b>TOTAL</b>	<b>\$ 216,805</b>	<b>\$ 219,913</b>	<b>\$ 116,332</b>	<b>\$ 215,154</b>	<b>\$ 230,649</b>	<b>\$ 12,747</b>	<b>\$ 243,396</b>	<b>\$ -</b>	<b>\$ 243,396</b>

**DEPARTMENTAL BUDGET NARRATIVE  
MUNICIPAL COURT  
2012-13**

<b>Personnel and Benefits</b>	<b>\$31,730</b>
<b>Operating and Maintenance</b>	<b>\$9,676</b>
<b>Supplies</b>	<b>\$4,400</b>
<b>Services</b>	<b>\$47,618</b>
<b>Fixed Assets</b>	<b>\$800</b>
<b>Total</b>	<b>\$94,224</b>

**Departmental Description:**

The Municipal Court Division of the General Fund processes all Municipal Court cases including arraignments, pre-trials, trials and the issuance of warrants.

### **Budget Summary:**

The 2012-13 Budget for the Municipal Court Division totals \$94,224 which represents a 4.8074% (\$4,322) increase over the 2011-12 Approved Budget, a 23.5513% (\$17,961) increase above the 2011/12 Year End Estimate and a 9.9411% (\$8,520) increase over the Year End Actual for 2010-11 Fiscal Year.

As proposed the Municipal Court Budget includes increases in travel and education due to the addition of new judges, postage and supplies. Supplemental budget items include \$1,000 compensation per Judge, IT costs, which include new and replacement equipment as well as hardware and software upgrades, and replacement of a ceiling fan in the court office. A decrease in expenditures for Telephone costs is due to the disconnection of a trunk circuit and the reallocation of costs between departments.

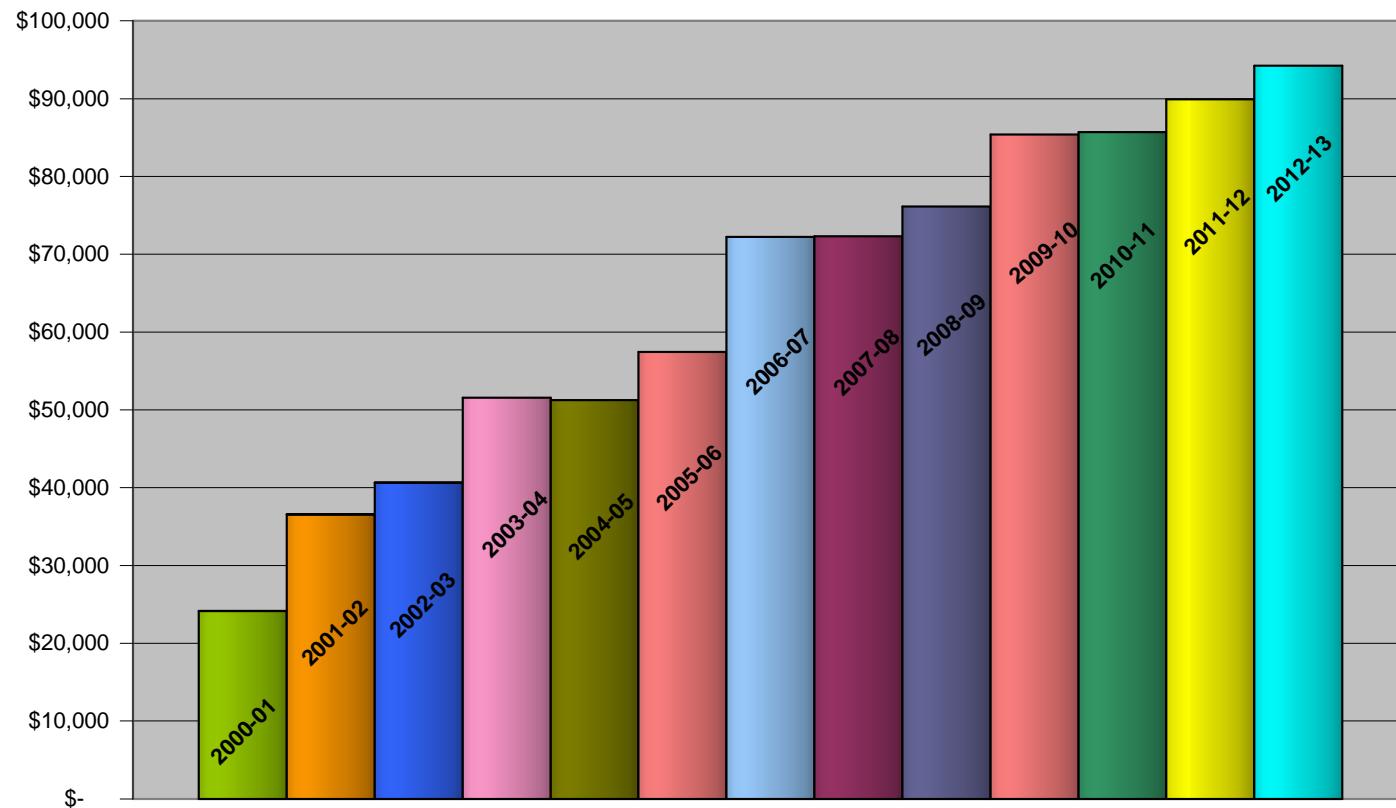
### **Personnel:**

Staffing levels for the Municipal Court Division include 1 position as follows:

1 Municipal Court Clerk  
5 Municipal Court Judges

Legal services are provided by the City Attorney for a fee of \$140/hour plus incidental expenses (copies, fax, travel, telephone, etc.)

### Municipal Court Expenses



The increase in expenditures for the 2012-2013 Fiscal Year is due to the addition of judges, compensation for judges and IT upgrades.

MUNICIPAL COURT

Account 10-515

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget Request	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12					
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 72	\$ 135	\$ 172	\$ 261	\$ 225	\$ -	\$ 225	\$ -	\$ 225
1020	Social Security / Medicare (7.65% 7.29%-3 mos / 6.78%-9 mos)	\$ 1,995	\$ 2,012	\$ 1,026	\$ 2,012	\$ 2,015	\$ 77	\$ 2,091	\$ -	\$ 2,091
1030	TMRS	\$ 2,337	\$ 2,043	\$ 1,104	\$ 2,037	\$ 1,965	\$ -	\$ 1,965	\$ -	\$ 1,965
1050	Health Insurance	\$ 6,067	\$ 6,086	\$ 17	\$ 34	\$ 39	\$ -	\$ 39	\$ -	\$ 39
1070	Workers Comp	\$ 123	\$ 79	\$ 41	\$ 76	\$ 79	\$ -	\$ 79	\$ -	\$ 79
1130	Municipal Court Clerk Cindy Cleary	\$ 25,972	\$ 26,162	\$ 13,283	\$ 26,163	\$ 25,758	\$ 1,000	\$ 26,758	\$ -	\$ 26,758
1145	Longevity	\$ 104	\$ 135	\$ 135	\$ 135	\$ 168	\$ -	\$ 168	\$ -	\$ 168
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 404	\$ -	\$ 404	\$ -	\$ 404
	<b>Subtotal</b>	<b>\$ 36,669</b>	<b>\$ 36,652</b>	<b>\$ 15,780</b>	<b>\$ 30,718</b>	<b>\$ 30,654</b>	<b>\$ 1,077</b>	<b>\$ 31,730</b>	<b>\$ -</b>	<b>\$ 31,730</b>
<b><u>Operation &amp; Maintenance</u></b>										
4200	Travel	\$ 1,413	\$ 2,165	\$ 608	\$ 2,300	\$ 4,125	\$ -	\$ 4,125	\$ -	\$ 4,125
	Judges school hotel (3x\$600/2x\$500)				\$ 2,800					
	Court Clerk school (2x\$175)				\$ 350					
	Incode Training				\$ 300					
	TCCA Conference				\$ 600					
	TMCEC Legislative Update				\$ 75					

MUNICIPAL COURT

Account 10-515

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget	
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12		Budget Request	Request 2012-13	Budget Cuts	
4300	Education	\$ 430	\$ 820	\$ 250	\$ 1,070	\$ 550	\$ 1,200	\$ -	\$ 1,200	\$ -
	TMCEC Judge's school (3 x \$50/2 x \$200)					\$ 100				
	TMCEC Court Clerk school (2 x \$50)					\$ 250				
	Incode - Court Training					\$ 200				
	TCCA Conference					\$ 100				
	TMCEC Legislative Update									
4400	Dues	\$ 90	\$ 90	\$ 40	\$ 90	\$ 40	\$ 90	\$ 90	\$ -	\$ 90
	TCAA					\$ 50				
	TMCA									
4420	Bonds (Notary Bond)	\$ -	\$ 100	\$ -	\$ 102	\$ -	\$ -	\$ -	\$ -	\$ -
4425	Jury Expense	\$ 168	\$ 170	\$ -	\$ 100	\$ -	\$ 170	\$ 170	\$ -	\$ 170
4570	Rental/Lease	\$ 1,721	\$ 1,733	\$ 855	\$ 1,711	\$ 821	\$ 1,761	\$ 1,761	\$ -	\$ 1,761
	Pitney Bowes \$4,104*20%					\$ 700				
	Xerox Copier \$2,788/yr * 25%					\$ 240				
	New phone sys. \$4,800/yr *5%									
4600	Telephone	\$ 4,140	\$ 4,140	\$ 2,407	\$ 4,627	\$ 126	\$ 2,130	\$ 2,130	\$ -	\$ 2,130
	AT&T Long Distance \$11/mo					\$ 444				
	AT&T Mobility \$37/mo					\$ 684				
	AT&T \$57/mo					\$ 120				
	Add caller ID (1 line x \$10/mo)					\$ 756				
	Time Warner Internet (\$315/mo *20%)									
4750	Miscellaneous Expenses	\$ 190	\$ 470	\$ 69	\$ 300	\$ 200	\$ 200	\$ 200	\$ -	\$ 200
	Misc.					\$ 200				
	<b>Subtotal</b>	<b>\$ 8,152</b>	<b>\$ 9,688</b>	<b>\$ 4,229</b>	<b>\$ 10,300</b>	<b>\$ 9,676</b>				

MUNICIPAL COURT  
Account 10-515

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget	
		Actual 09/30/11	Budget 2011-12	Actual YTD 03/31/12	Estimate 09/30/12		Budget Request	Request 2012-13	Budget Cuts	
<b><u>Supplies</u></b>										
5200	Postage Purchase Power - Pitney Bowes	\$ 876	\$ 900	\$ 360	\$ 1,160	\$ 1,200	\$ -	\$ 1,200	\$ -	\$ 1,200
5300	Supplies Supplies \$250/mo ceiling fan	\$ 2,176	\$ 2,300	\$ 1,258	\$ 2,585	\$ 3,000	\$ 200	\$ 3,200	\$ -	\$ 3,200
	<b>Subtotal</b>	<b>\$ 3,052</b>	<b>\$ 3,200</b>	<b>\$ 1,618</b>	<b>\$ 3,745</b>	<b>\$ 4,200</b>	<b>\$ 200</b>	<b>\$ 4,400</b>	<b>\$ -</b>	<b>\$ 4,400</b>
<b><u>Services</u></b>										
6100	Professional Services Certified Translator \$360/mo Judges (\$1,000 ea/year)	\$ 3,758	\$ 4,320	\$ 1,440	\$ 3,000	\$ 4,320	\$ 5,000	\$ 9,320	\$ -	\$ 9,320
6120	Legal Services City Attorney	\$ 27,142	\$ 30,000	\$ 10,837	\$ 23,350	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000
6320	Jail and Warrant Expense Warrant Fees Omnibase	\$ 398	\$ 750	\$ 168	\$ 250	\$ 750	\$ -	\$ 750	\$ -	\$ 750
6500	Miscellaneous Services Miscellaneous Services install ceiling fan upgrade mem & replace HD (Cindy) Office 2010 Pro License (\$375*2) Windows 7 Licenses (\$149 *1) Antivirus License - Jan 2014 per computer Antispam License - April 2014 per computer	\$ 2,632	\$ 692	\$ 60	\$ 600	\$ 400	\$ 1,049	\$ 1,449	\$ -	\$ 1,449

MUNICIPAL COURT

Account 10-515

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental	Total Budget	Adopted Budget <u>2012-13</u>	
		Actual <u>09/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>03/31/12</u>	Estimate <u>09/30/12</u>		Calculation	Budget <u>Request</u>	Request <u>2012-13</u>	
6540	Maintenance Agreements	\$ 2,887	\$ 4,600	\$ 3,148	\$ 4,300	\$ 6,099	\$ -	\$ 6,099	\$ -	\$ 6,099
	Incode annual software maint.				\$ 2,850					
	Incode monthly network support fees 25%				\$ 750					
	Incode annual hw maint - receipt printer				\$ 224					
	Xerox Copier (\$3,100*25%)				\$ 775					
	Incode Online Payment Processing \$100/mo				\$ 1,200					
	Incode Online Payment-\$50/mo website hosting 50%				\$ 300					
	<b>Subtotal</b>	<b>\$ 36,815</b>	<b>\$ 40,362</b>	<b>\$ 15,652</b>	<b>\$ 31,500</b>	<b>\$ 41,569</b>	<b>\$ 6,049</b>	<b>\$ 47,618</b>	<b>\$ -</b>	<b>\$ 47,618</b>
<b>Fixed Assets</b>										
9730	Office Equipment/Software replace Counter computer	\$ 1,015	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 800	\$ -	\$ 800
							\$ 800			
	<b>Subtotal</b>	<b>\$ 1,015</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ 800</b>
	<b>TOTAL</b>	<b>\$ 85,704</b>	<b>\$ 89,902</b>	<b>\$ 37,280</b>	<b>\$ 76,263</b>	<b>\$ 86,099</b>	<b>\$ 8,126</b>	<b>\$ 94,224</b>	<b>\$ -</b>	<b>\$ 94,224</b>

**DEPARTMENTAL BUDGET NARRATIVE  
POLICE DEPARTMENT  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$ 1,095,097</b>
<b>Operation &amp; Maintenance</b>	<b>\$ 115,362</b>
<b>Supplies</b>	<b>\$ 61,385</b>
<b>Services</b>	<b>\$ 26,974</b>
<b>Fixed Assets</b>	<b>\$ 73,516</b>
<b>TOTALS</b>	<b>\$ 1,372,334</b>

**Departmental Description:**

The Police Department provides for essential public safety services through routine police patrols, criminal investigations, crime prevention and other law enforcement activities.

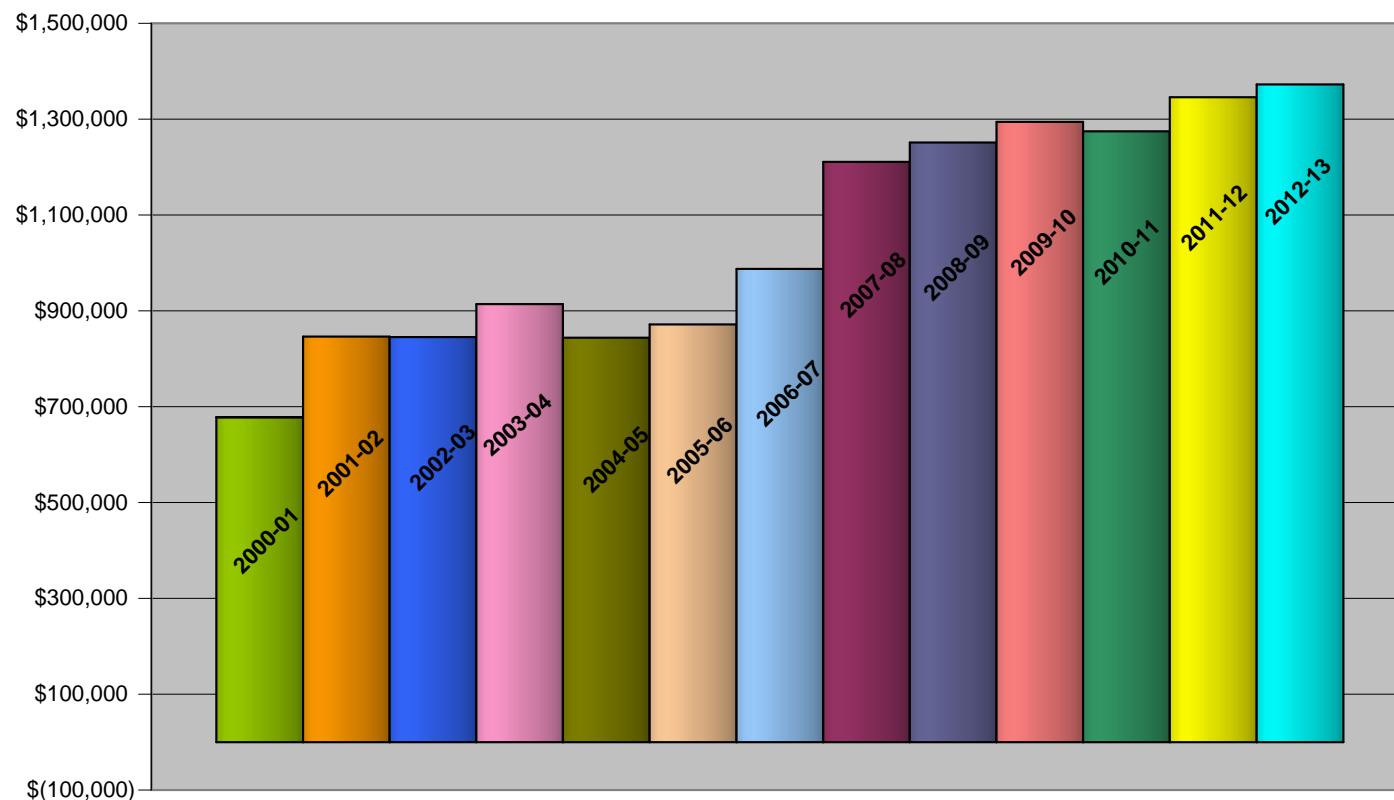
**Budget Summary:**

The 2012-13 Budget for the Police Department totals \$1,372,334 which represents a 1.9736% (\$26,561) increase from the 2011-12 Approved Budget, and a 5.9210% (\$76,714) increase over the 2011-12 Year End Estimate. Service and operational costs established during the first full year of operation have been factored in to accommodate size variance from the prior police facility to the new building. This budget also includes additional funding for fuel costs which have risen considerably from the two (2) prior budget years, and to support required office equipment and software needed for the Windows 7 conversion.

**Personnel:**

<b><u>Positions</u></b>	<b><u>Regular Hours</u></b>	<b><u>Overtime Hours</u></b>
1 Police Chief	2,080	0
1 Police Captain	2,080	0
1 Police Lieutenant Detective	2,080	0
1 Animal Control/Police Officer	2,080	0
3 Sergeant Patrol	6,240	0
9 Police Officers	18,720	0
1 Police Secretary	2,080	0
TOTAL HOURS	37,440	

### Police Department Expenses



Note: Expenditure increases from 2008/09 to 2009/10 were the result of additional personnel and supervision positions. The department also updated and replaced vital equipment.

**POLICE DEPARTMENT**

**Account 10-520**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Budget 2012-13		Budget 2012-13
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 1,217	\$ 2,295	\$ 4,168	\$ 4,511	\$ 3,600	\$ -	\$ 3,600	\$ -	\$ 3,600
1020	Social Security / Medicare (7.65%)	\$ 56,918	\$ 62,670	\$ 29,184	\$ 60,762	\$ 58,920	\$ 1,262	\$ 60,182	\$ -	\$ 60,182
1030	TMRS (*7.29%-3 mos / 6.78%-9 mos)	\$ 69,701	\$ 63,600	\$ 32,572	\$ 61,075	\$ 53,868	\$ -	\$ 53,868	\$ -	\$ 53,868
1050	Health Insurance	\$ 111,114	\$ 122,017	\$ 54,834	\$ 113,439	\$ 132,400	\$ -	\$ 132,400	\$ -	\$ 132,400
1070	Workers Comp	\$ 22,558	\$ 19,755	\$ 10,367	\$ 19,167	\$ 21,855	\$ -	\$ 21,855	\$ -	\$ 21,855
1200	Police Chief Robert Smith	\$ 77,192	\$ 77,788	\$ 39,096	\$ 77,788	\$ 77,384	\$ 1,500	\$ 78,884	\$ -	\$ 78,884
1205	Police Captain Jerry Reyes	\$ 65,613	\$ 66,118	\$ 33,261	\$ 66,117	\$ 65,714	\$ 1,500	\$ 67,214	\$ -	\$ 67,214
1220	Lieutenant of CID Daniel Reid	\$ 57,906	\$ 58,349	\$ 29,376	\$ 58,349	\$ 57,945	\$ 1,500	\$ 59,445	\$ -	\$ 59,445
1221	Patrol Sergeants Troy Schofield Lawrence Jonap Thomas Franco	\$ 159,212	\$ 160,411	\$ 80,709	\$ 160,310	\$ 159,199	\$ 3,000	\$ 162,199	\$ -	\$ 162,199
					\$ 53,821					
					\$ 53,196		\$ 1,500			
					\$ 52,182		\$ 1,500			

**POLICE DEPARTMENT**

**Account 10-520**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End Actual 09/30/11</b>	<b>Current Budget 2011-12</b>	<b>6 Months Actual YTD 3/31/12</b>	<b>Year End Estimate 09/30/12</b>	<b>Calculation</b>	<b>Base Budget 2012-13</b>	<b>Supplemental Budget Request 2012-13</b>	<b>Total Budget 2012-13</b>	<b>Budget Cuts</b>	<b>Adopted Budget 2012-13</b>
1230	Police Officers	\$ 321,181	\$ 364,061	\$ 165,269	\$ 339,244		\$ 348,568	\$ 7,500	\$ 356,068	\$ -	\$ 356,068
	David Milton					\$ 36,500					
	Christopher Cochran					\$ 36,500					
	Raymundo Villarreal					\$ 46,942		\$ 1,500			
	James Neely					\$ 40,476		\$ 1,500			
	Martin Vonderheid					\$ 40,325		\$ 1,500			
	Joshua Heaps					\$ 36,500					
	Bryan Simons					\$ 37,230		\$ 1,500			
	Jason Bartholomew					\$ 37,595		\$ 1,500			
	Police Officer - Vacant					\$ 36,500					
						\$ -					
1250	Police Secretary	\$ 43,651	\$ 34,759	\$ 17,582	\$ 34,759		\$ 34,355	\$ -	\$ 34,355	\$ -	\$ 34,355
	Sharon Cepak										
1260	Animal Control/Police Officer	\$ 39,646	\$ 39,944	\$ 20,174	\$ 39,945		\$ 39,540	\$ 1,500	\$ 41,040	\$ -	\$ 41,040
	Scott Orrison										
1274	Overtime	\$ 7,678	\$ 12,000	\$ 4,706	\$ 12,000		\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000
1145	Longevity	\$ 5,813	\$ 5,791	\$ 5,758	\$ 5,758		\$ 5,522	\$ -	\$ 5,522	\$ -	\$ 5,522
	Reward Program	\$ -	\$ -	\$ -	\$ -		\$ 6,465	\$ -	\$ 6,465	\$ -	\$ 6,465
	<b>Subtotal</b>	<b>\$1,039,401</b>	<b>\$1,089,559</b>	<b>\$ 527,056</b>	<b>\$ 1,053,223</b>		<b>\$ 1,077,335</b>	<b>\$ 17,762</b>	<b>\$ 1,095,097</b>	<b>\$ -</b>	<b>\$ 1,095,097</b>

**POLICE DEPARTMENT**

**Account 10-520**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	

**Operation & Maintenance**

4000	Liability/Property Insurance	\$ 14,727	\$ 17,167	\$ 6,987	\$ 14,414	\$ 15,856	\$ -	\$ 15,856	\$ -	\$ 15,856
	Vehicle Liability					\$ 4,009				
	Auto Physical Damage					\$ 7,921				
	Law Enforcement Liability					\$ 3,926				
4100	Uniforms	\$ 13,981	\$ 15,333	\$ 14,613	\$ 15,333	\$ 17,533	\$ -	\$ 17,533	\$ -	\$ 17,533
	15 Officers @ \$900 pr yr					\$ 13,500				
	1 Animal Control Officer @ \$900 yr					\$ 900				
	1 Police Secretary @ \$333					\$ 333				
	3 Reserve Officers @ \$300 pr yr					\$ 900				
	Uniform Patches					\$ 500				
	Armor Carrier Vests (13 Vests)					\$ 1,400				
4110	Ballistic Vest Program	\$ 634	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000
4200	Travel	\$ 1,026	\$ 1,500	\$ 93	\$ 1,000	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500
	Hotel, gas & meals for peace officer education									
4300	Education Expense	\$ 1,993	\$ 4,000	\$ 1,615	\$ 1,000	\$ 4,500	\$ -	\$ 4,500	\$ -	\$ 4,500
	State Mandated Education for Peace Officers									
	IACP Net									
	School & Classes									
	TCLEEDS									
4320	Leose Expense	\$ 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4330	Capco Expense	\$ 2,995	\$ 3,057	\$ 3,209	\$ 3,209	\$ 3,700	\$ -	\$ 3,700	\$ -	\$ 3,700
	Voice Recorder Maint Agreement									
4340	Crossing Guard Expense	\$ -	\$ -	\$ 3,236	\$ 3,236	\$ -	\$ -	\$ -	\$ -	\$ -

**POLICE DEPARTMENT**

**Account 10-520**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Budget Cuts 2012-13	
4400	Dues	\$ 416	\$ 400	\$ 145	\$ 417	\$ 441	\$ -	\$ 441	\$ -
	International Assoc. of Chief Police				\$ 120				\$ 441
	TX Police Chiefs Assoc.				\$ 231				
	B. Simons - Crime Prev Officer				\$ 30				
	Sam's Club				\$ 35				
	Tx Assoc Prop & Evidence & Invntory				\$ 25				
4420	Bonds	\$ -	\$ 100	\$ 86	\$ 100	\$ 114	\$ -	\$ 114	\$ -
	Secretary Notary Bond (S. Cepak)								\$ 114
4550	Legal Notices	\$ 125	\$ 125	\$ -	\$ -	\$ 125	\$ -	\$ 125	\$ -
4600	Telephone	\$ 10,614	\$ 13,846	\$ 6,924	\$ 13,846	\$ 16,442	\$ -	\$ 16,442	\$ -
	Telephone Service w/caller ID (3 lines)				\$ 6,923				
	Call Forwarding (4 lines)				\$ 48				
	9 pagers for Officers				\$ 424				
	Internet - Cable Service @ 183.90 x 12				\$ 2,207				
	9 Cell Phones 3@90, 6@50 x 12				\$ 6,840				
4650	Electric	\$ 10,940	\$ 15,072	\$ 6,145	\$ 15,072	\$ 15,072	\$ -	\$ 15,072	\$ -
4670	Water Service	\$ 620	\$ 400	\$ 512	\$ 800	\$ 800	\$ -	\$ 800	\$ -
4675	Sewer Service	\$ 604	\$ 512	\$ 539	\$ 800	\$ 1,078	\$ -	\$ 1,078	\$ -
4700	Maintenance/Repairs	\$ 4,035	\$ 5,575	\$ 1,683	\$ 5,000	\$ 5,028	\$ -	\$ 5,028	\$ -
	Computer repairs \$200 @ 12 mo.				\$ 2,400				
	A/C Filters (Number of Filters and Amount to be Determined)				\$ -				
	Pest control \$80 x 4				\$ 320				
	Fire Extinguisher Inspections				\$ 308				
	Patrol car video & hardware				\$ 2,000				

**POLICE DEPARTMENT**

**Account 10-520**

Account Number	Account Name	Yr End	Current	6 Months	Year End		Base	Supplemental	Total Budget		Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12	Calculation	Budget 2012-13	Budget Request	2012-13	Budget Cuts	2012-13
4725	Vehicle Maintenance & Repair	\$ 13,490	\$ 16,000	\$ 10,556	\$ 16,000		\$ 19,076	\$ -	\$ 19,076	\$ -	\$ 19,076
	12 Inspections @ \$28.80					\$ 346					
	Repairs					\$ 6,500					
	Speed Sign Batteries					\$ 1,000					
	Tires :					\$ 11,230					
	New Cars 48 17" 2xyear @ \$106.92 ea = \$10,264.32										
	Animal Control Trk - 4 17" @ \$131.40 = \$525.60										
	Older Cars - 4 @ \$110.00 (16" ) = \$440.00										
4740	Animal Control	\$ 944	\$ 2,150	\$ 19	\$ 2,000		\$ 2,150	\$ -	\$ 2,150	\$ -	\$ 2,150
	Animal Food, Cages, Equipment					\$ 1,100					
	Annual Inspection of cages/facility					\$ 550					
	Euthanasia and Rabies					\$ 500					
4745	Police K-9	\$ 1,420	\$ 1,600	\$ 369	\$ 641		\$ 855	\$ -	\$ 855	\$ -	\$ 855
	Food & Pet Supplies					\$ 100					
	Annual Vet Exam					\$ 500					
	Re-Certification Fee for K-9					\$ 100					
	Equipment					\$ 100					
	Natl Narc Detect Dog Assoc Dues					\$ 55					
4750	Miscellaneous Expenses	\$ 4,267	\$ 8,392	\$ 4,227	\$ 7,500		\$ 9,092	\$ -	\$ 9,092	\$ -	\$ 9,092
	Medical Svc. (sex crime victims)\$1,245 x 2					\$ 2,490					
	Miscellaneous Expenses to include Window Blinds for Training Room & Admin Section					\$ 700					
	Towing \$160 x 5					\$ 800					
	National Night-Out (Crime Prevention)					\$ 2,000					
	Sane Nurse Exam \$451 x 2					\$ 902					
	Alcohol Blood Test with Lab Analysis					\$ 1,200					
	Lumber for Building Storage					\$ 500.00					
	Shelving for Evidence Room					\$ 500.00					
	<b>Subtotal</b>	<b>\$ 83,350</b>	<b>\$ 107,229</b>	<b>\$ 60,957</b>	<b>\$ 102,368</b>		<b>\$ 115,362</b>	<b>\$ -</b>	<b>\$ 115,362</b>	<b>\$ -</b>	<b>\$ 115,362</b>

**POLICE DEPARTMENT**

**Account 10-520**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<u>Actual</u> <u>09/30/11</u>	<u>Budget</u> <u>2011-12</u>	<u>Actual YTD</u> <u>3/31/12</u>	<u>Estimate</u> <u>09/30/12</u>		<u>Budget Request</u> <u>2012-13</u>	<u>Request</u> <u>2012-13</u>	

**Supplies**

5100	Books/Publications/Films	\$ 2,086	\$ 3,284	\$ 1,026	\$ 2,500	\$ 1,536	\$ 3,206	\$ -	\$ 3,206	\$ -	\$ 3,206
	Law Books					\$ 1,670					
	Citations and Warning Books					\$ -					
5200	Postage	\$ 618	\$ 800	\$ 323	\$ 600	\$ 800	\$ -	\$ 800	\$ -	\$ 800	\$ 800
5300	Supplies	\$ 9,620	\$ 13,535	\$ 5,708	\$ 13,535	\$ 8,400	\$ 13,705	\$ -	\$ 13,705	\$ -	\$ 13,705
	Miscellaneous (\$700 @ 12 months)					\$ 1,000					
	Misc Ink Cartridges					\$ 200					
	Flares					\$ 400					
	CD's					\$ 125					
	Police Tapes					\$ 210					
	Slim Jims					\$ 400					
	Drug Kits					\$ 770					
	Radar Calibration 2@385					\$ 250					
	Calibration of sound lever meters					\$ 200					
	Surveillance Cameras 2 @ \$100 each					\$ 1,000					
	Digital Cameras 5 @ \$200 ea					\$ 750					
5301	Qualifying Ammunition	\$ 3,710	\$ 4,000	\$ 2,474	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000
5400	Fuel and Lubrication	\$ 36,886	\$ 31,353	\$ 18,483	\$ 32,353	\$ 36,924	\$ 39,674	\$ -	\$ 39,674	\$ -	\$ 39,674
	Fuel 10,401 gal @ \$3.55					\$ 2,500					
	Lubrication					\$ 250					
	Oil Filters										
	<b>Subtotal</b>	<b>\$ 52,920</b>	<b>\$ 52,972</b>	<b>\$ 28,015</b>	<b>\$ 52,988</b>		<b>\$ 61,385</b>	<b>\$ -</b>	<b>\$ 61,385</b>	<b>\$ -</b>	<b>\$ 61,385</b>

**POLICE DEPARTMENT**

**Account 10-520**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Estimate</u>		<u>Budget Request</u>	<u>2012-13</u>	
<u>09/30/11</u>		<u>2011-12</u>		<u>3/31/12</u>	<u>09/30/12</u>	<u>Calculation</u>			
<b>Services</b>									
6100	Professional Services	\$ 2,000	\$ 3,210	\$ 3,189	\$ 3,394		\$ 3,480	\$ -	\$ 3,480
	Racial Profiling					\$ 2,000			
	New Employee Drug Screening / Physicals					\$ 480			
	New View Psychological/Physicals					\$ 1,000			
6120	Legal Services	\$ -	\$ 1,000	\$ -	\$ -		\$ 1,000	\$ -	\$ 1,000
6150	PD 911 Services	\$ 600	\$ 1,100	\$ 600	\$ 1,100		\$ 1,100	\$ -	\$ 1,100
	911 Service (repairs)					\$ 500			
	Repair Agreement for 24-7 service-TLETS					\$ 600			
6500	Contractual Services	\$ 24,434	\$ 19,294	\$ 12,566	\$ 19,294		\$ 20,794	\$ -	\$ 20,794
	Cleaning Service \$557/mo					\$ 6,684			
	5 video cameras @ \$688.83 @ 12 Annual Rental					\$ 8,266			
	Record Mgmt Sys Annual Maintenance & Data Back-up					\$ 4,344			
	LEADS On-Line Program x 1					\$ 1,500			
6540	Maintenance Agreements	\$ 366	\$ 600	\$ -	\$ -		\$ 600	\$ -	\$ 600
	Maint Agree / 3 video cameras (city owned)								
<b>Subtotal</b>		<b>\$ 27,400</b>	<b>\$ 25,204</b>	<b>\$ 16,355</b>	<b>\$ 23,788</b>		<b>\$ 26,974</b>	<b>\$ -</b>	<b>\$ 26,974</b>

**POLICE DEPARTMENT**

**Account 10-520**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Budget Cuts 2012-13	

**Fixed Assets**

9730	Office Equipment/Software	\$ 600	\$ 3,795	\$ 1,820	\$ 3,000	\$ -	\$ 23,025	\$ -	\$ 23,025
	Hard Drive for Streaming Video System 7 @ 247.15					\$ 1,730			
	Copier Lease / Purchase \$200 x 12 months					\$ 2,400			
	Compatible Computers x 9 @ \$800					\$ 7,200.00			
	Adobe Acrobat PDF Program @ \$200 x 2					\$ 400.00			
	Replacement Shredder					\$ 1,000.00			
	Windows 7 & Windows Office Licensing x 19					\$ 5,245.00			
	Back-Up Software					\$ 1,150.00			
	Trend Anti-Spam Software					\$ 600.00			
	Computer Upgrade x 2 @ \$150					\$ 300.00			
	24 Port GB Switch					\$ 500.00			
	Network Printer					\$ 1,000.00			
	Mobile Vision Computer					\$ 1,500.00			
9745	Police Car	\$ 24,011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9834	08 #5 Crown Vic Prin (Chief)	\$ 4,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9835	08 #5 Crown Vic Int (Chief)	\$ 74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9836	08 Crown Vic replace#7163 Prin	\$ 4,394	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9837	08 Crown Vic replace#7163 Int	\$ 74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9838	09 Crown Vic w/Video System Replace 2002 #65 Prin	\$ 12,135	\$ 9,441	\$ 6,259	\$ 9,441	\$ -	\$ -	\$ -	\$ -
9839	09 Crown Vic w/Video System Replace 2002 #65 Int	\$ 723	\$ 201	\$ 170	\$ 201	\$ -	\$ -	\$ -	\$ -

**POLICE DEPARTMENT**

**Account 10-520**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<b>Actual 09/30/11</b>	<b>Budget 2011-12</b>	<b>Actual YTD 3/31/12</b>	<b>Estimate 09/30/12</b>		<b>Budget Request</b>	<b>Request 2012-13</b>	
9840	09 Crown Vic w/Video System Replace 2002 #64 Prin	\$ 12,014	\$ 9,337	\$ 6,193	\$ 9,337	\$ -	\$ -	\$ -	\$ -
9841	09 Crown Vic w/Video System Replace 2002 #64 Int	\$ 701	\$ 199	\$ 164	\$ 199	\$ -	\$ -	\$ -	\$ -
9842	09 Crown Vic w/Video System Replace 2002 #62 Prin	\$ 12,018	\$ 9,337	\$ 6,181	\$ 9,337	\$ -	\$ -	\$ -	\$ -
9843	09 Crown Vic w/Video System Replace 2002 #62 Int	\$ 698	\$ 199	\$ 177	\$ 199	\$ -	\$ -	\$ -	\$ -
9844	11 Crown Vic - Principal	\$ -	\$ 8,641	\$ 2,877	\$ 8,696	\$ 11,902	\$ -	\$ 11,902	\$ 11,902
9845	11 Crown Vic - Interest	\$ -	\$ 934	\$ 270	\$ 744	\$ 685	\$ -	\$ 685	\$ 685
9846	11 Crown Vic - Principal	\$ -	\$ 8,641	\$ 2,877	\$ 8,696	\$ 11,902	\$ -	\$ 11,902	\$ 11,902
9847	11 Crown Vic - Interest	\$ -	\$ 934	\$ 270	\$ 744	\$ 685	\$ -	\$ 685	\$ 685
9848	11 Crown Vic - Principal	\$ -	\$ 8,641	\$ -	\$ 5,776	\$ 11,814	\$ -	\$ 11,814	\$ 11,814
9849	11 Crown Vic - Interest	\$ -	\$ 934	\$ -	\$ 518	\$ 774	\$ -	\$ 774	\$ 774
9850	11 Crown Vic - Principal	\$ -	\$ 8,641	\$ -	\$ 5,840	\$ 11,945	\$ -	\$ 11,945	\$ 11,945
9851	11 Crown Vic - Interest	\$ -	\$ 934	\$ -	\$ 524	\$ 782	\$ -	\$ 782	\$ 782
<b>Subtotal</b>		<b>\$ 71,682</b>	<b>\$ 70,809</b>	<b>\$ 27,259</b>	<b>\$ 63,253</b>	<b>\$ 50,491</b>	<b>\$ 23,025</b>	<b>\$ 73,516</b>	<b>\$ 73,516</b>
<b>TOTAL</b>		<b>\$ 1,274,753</b>	<b>\$ 1,345,773</b>	<b>\$ 659,641</b>	<b>\$ 1,295,620</b>	<b>\$ 1,331,546</b>	<b>\$ 40,787</b>	<b>\$ 1,372,334</b>	<b>\$ 1,372,334</b>

**DEPARTMENTAL BUDGET NARRATIVE  
POLICE DISPATCH  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$244,663</b>
<b>Operation &amp; Maintenance</b>	<b>\$6,431</b>
<b>Supplies</b>	<b>\$1,200</b>
<b>Services</b>	<b>\$56,620</b>
<b>Fixed Assets</b>	<b>\$2400</b>
<b>TOTALS</b>	<b>\$311,313</b>

**Departmental Description:**

The Police Department Dispatch provides for essential public safety services through maintaining an emergency telecommunications center 24/7 through which all public safety personnel rely heavily upon for all emergency and non-emergency communications. Public safety communications and coordination (C&C) between agencies is routed through Dispatch, including C&C with TCSO, DPS, JPD, CPPD, WCS, LCRA, and TP&WD, to name a few. Dispatch is also the central hub of all public safety communications between public safety personnel and the public.

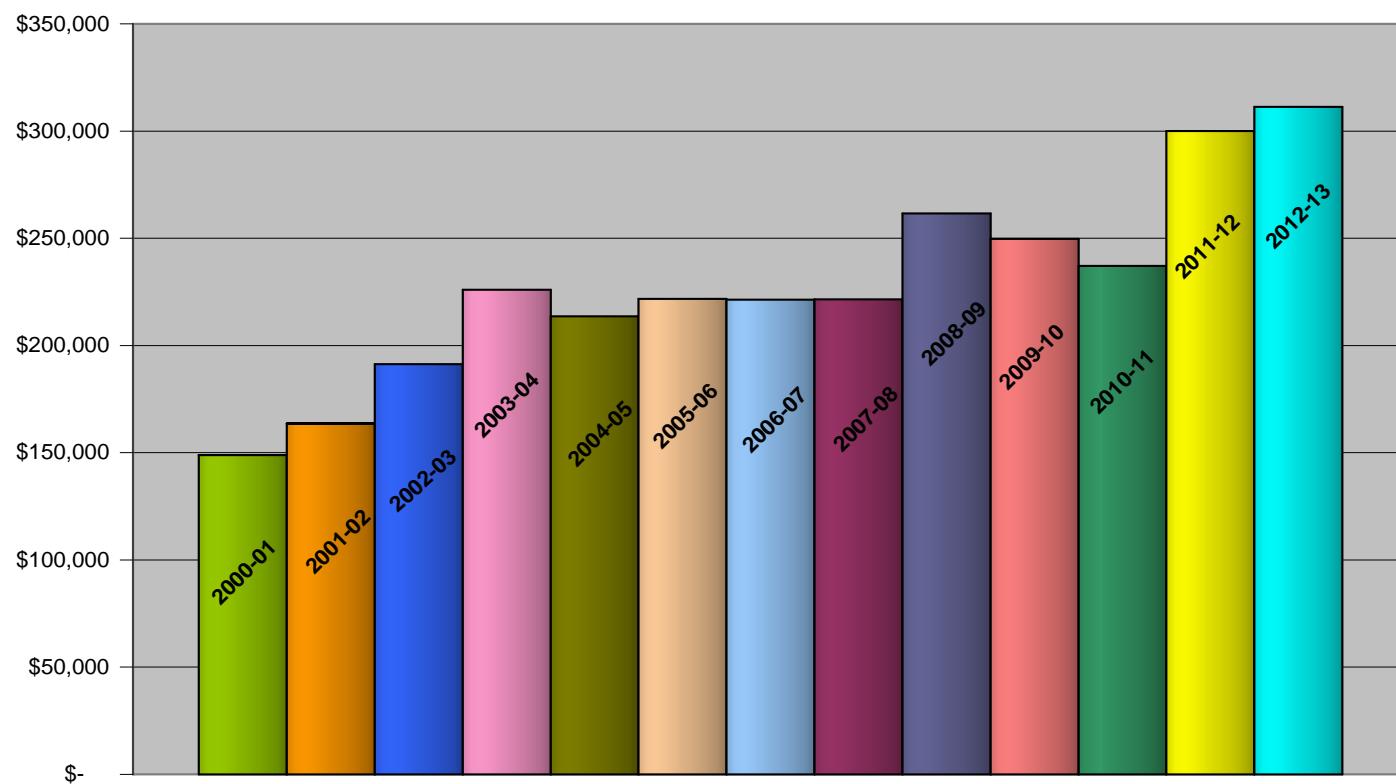
**Budget Summary:**

The 2012-13 Budget for the Police Dispatch totals \$311,313 which represents an approximately 3.7492% (\$11,250) increase from the 2011-12 Approved Budget. The increase appears in Personnel & Benefits. Services and Fixed Assets include funding of the required installation of a LCRA T-1 line and annual user fee of same to accommodate equipment needed to enhance better safety and overcome inoperable communications between responders of all agencies. This increase also includes a required designated computer, with two (2) additional computers, one that will replace the existing TLETS (Texas Law Enforcement Telecommunication System) computer that links our Agency to the Texas DPS for driver license and criminal searches, etc., and is vital to Officers on scene. This system also is what is used to send and receive administrative messages to and from other agencies in emergencies, as well as any and all messaging to and from the FBI.

**Personnel:**

<b><u>Positions</u></b>	<b><u>Regular Hours</u></b>	<b><u>Overtime Hours</u></b>
1 Dispatch Supervisor	2,080	0
5 Dispatchers	10,400	0
TOTAL HOURS	12,480	0

**Police Dispatch Expenses**



**POLICE DISPATCH**

**Account 10-525**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Total Budget			Adopted
		Actual <u>9/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Budget <u>Request</u>	Request <u>2012-13</u>	Budget <u>Cuts</u>	Budget <u>2012-13</u>
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 414	\$ 810	\$ 1,244	\$ 1,566	\$ 1,350	\$ -	\$ 1,350	\$ -	\$ 1,350
1020	Social Security / Medicare (7.65%)	\$ 11,486	\$ 13,136	\$ 5,872	\$ 12,964	\$ 13,136	\$ -	\$ 13,136	\$ -	\$ 13,136
1030	TMRS (*7.29%-3 mos / 6.78%-9 mos)	\$ 14,650	\$ 13,335	\$ 6,893	\$ 13,125	\$ 11,957	\$ -	\$ 11,957	\$ -	\$ 11,957
1050	Health Insurance	\$ 40,362	\$ 42,867	\$ 17,132	\$ 36,815	\$ 45,989	\$ -	\$ 45,989	\$ -	\$ 45,989
1070	Workers Comp	\$ 547	\$ 475	\$ 249	\$ 461	\$ 512	\$ -	\$ 512	\$ -	\$ 512
1260	Dispatch Supervisor D. O'Neal	\$ 36,730	\$ 37,005	\$ 18,423	\$ 36,724	\$ 36,601	\$ -	\$ 36,601	\$ -	\$ 36,601
1261	Dispatchers Frank Allocca Robin Biggerstaff Donald Varner Debra Jennings Carol Hale	\$ 124,821	\$ 128,866	\$ 63,625	\$ 127,000	\$ 126,750	\$ -	\$ 126,750	\$ -	\$ 126,750
1274	Overtime	\$ 1,025	\$ 5,000	\$ 1,223	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
1145	Longevity	\$ 934	\$ 842	\$ 741	\$ 741	\$ 943	\$ -	\$ 943	\$ -	\$ 943
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 2,424	\$ -	\$ 2,424	\$ -	\$ 2,424
	<b>Subtotal</b>	<b>\$ 230,969</b>	<b>\$ 242,336</b>	<b>\$ 115,403</b>	<b>\$ 234,396</b>	<b>\$ 244,663</b>	<b>\$ -</b>	<b>\$ 244,663</b>	<b>\$ -</b>	<b>\$ 244,663</b>

**POLICE DISPATCH**

**Account 10-525**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Total Budget			Adopted
		Actual <u>9/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Budget <u>Request</u>	Request <u>2012-13</u>	Budget <u>Cuts</u>	Budget <u>2012-13</u>
<b><u>Operations &amp; Maintenance</u></b>										
4110	Uniforms 6 @ \$333.00	\$ 1,721	\$ 2,000	\$ 371	\$ 2,000	\$ 2,000	\$ 2,125	\$ 2,125	\$ -	\$ 2,125
4200	Uniform Patches Travel Hotel, fuel & meals to Education and Meetings for Dispatchers	\$ 234	\$ 2,500	\$ 670	\$ 1,800	\$ 125	\$ 2,500	\$ 2,500	\$ -	\$ 2,500
4300	Education Mandated classes for Dispatchers	\$ 87	\$ 500	\$ 87	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
4420	Bonds Notary Bond 3 @ 102.00	\$ 86	\$ 200	\$ 86	\$ 86	\$ 306	\$ 306	\$ 306	\$ -	\$ 306
4700	Repairs and Maintenance	\$ 397	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
	<b>Subtotal</b>	<b>\$ 2,525</b>	<b>\$ 5,200</b>	<b>\$ 1,213</b>	<b>\$ 4,386</b>		<b>\$ 6,431</b>	<b>\$ 6,431</b>	<b>\$ -</b>	<b>\$ 6,431</b>
<b><u>Supplies</u></b>										
5300	Supplies Toner Labels Comm Equipment Batteries 12 @ \$40	\$ 955	\$ 1,200	\$ 356	\$ 1,200	\$ 600	\$ 1,200	\$ 1,200	\$ -	\$ 1,200
	<b>Subtotal</b>	<b>\$ 955</b>	<b>\$ 1,200</b>	<b>\$ 356</b>	<b>\$ 1,200</b>		<b>\$ 1,200</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ 1,200</b>

**POLICE DISPATCH**

**Account 10-525**

Account <u>Number</u> <u>Services</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental Total Budget			Adopted Budget <u>2012-13</u>	
		Actual <u>9/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Budget <u>Request</u>	Request <u>2012-13</u>	Budget <u>Cuts</u>		
					Calculation						
6150	911 Service ENS Service Fee 911 PSAP	\$ -	\$ 41,987	\$ 31,350	\$ 41,471		\$ 41,987	\$ -	\$ 41,987	\$ -	\$ 41,987
						987					41,000
6500	Miscellaneous Services Drug Screening x 2 @ 69.00	\$ 2,632	\$ -	\$ -	\$ -		\$ 138	\$ -	\$ 138	\$ -	\$ 138
						138					
6540	Maintenance Agreements Generator Maitenance & Parts Agreement (LCRA) 900 MZH Annual Maintenance (LCRA) T-1 Installation @ 831x2 (LCRA) T-1 Line @ 291.20x12	\$ -	\$ 9,340	\$ 6,388	\$ 9,340		\$ 14,495	\$ -	\$ 14,495	\$ -	\$ 14,495
						1,500					7,840
						1,661					3,494
	<b>Subtotal</b>	\$ 2,632	\$ 51,327	\$ 37,738	\$ 50,811		\$ 56,620		\$ 56,620	\$ -	\$ 56,620
<b>Fixed Assets</b>											
9750	Communications Equipment Office Equipment & Software Computer Replacement x 3 @800	\$ -	\$ -	\$ -	0		\$ -		\$ 2,400		\$ 2,400
								\$ 2,400			
	<b>Subtotal</b>	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,400	\$ -	\$ 2,400
	<b>TOTAL</b>	\$ 237,080	\$ 300,063	\$ 154,710	\$ 290,793		\$ 308,913	\$ 2,400	\$ 311,313	\$ -	\$ 311,313

**DEPARTMENTAL BUDGET NARRATIVE  
PUBLIC WORKS  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$398,157</b>
<b>Operation &amp; Maintenance</b>	<b>\$132,049</b>
<b>Supplies</b>	<b>\$83,967</b>
<b>Services</b>	<b>\$312,469</b>
<b>Fixed Assets</b>	<b>\$24,602</b>
<b>TOTALS</b>	<b>\$951,244</b>

**Departmental Description:**

The Street Department provides a host of services to the citizens of Lago Vista and other City Divisions and organizations. While the primary mission of the Department involves the maintenance and repair of City streets and Right-of-Way, the Department provides for roadside mowing, landscape mowing, tree trimming, maintenance and repair of drainage ditches and culverts and the installation of new and replacement signs. The Department also maintains the City's Sports Complex and swimming pool, provides for mowing at the airport, provides major assistance to several KLVB projects, provides labor in support of the Burn Day events and holiday functions, puts up, maintains and takes down community Christmas lights at various locations, provides for building maintenance activities and assists all other City operations. In addition, the Division provides for the electricity and installation of street lights and the review and inspections of all permits for construction in the Right-of-Way. Beginning in the last budget year, the Street Department began operating the Green Center for twice a month brush collections and semiannual citywide cleanups. During the 2012-13 budget year, \$300,000 has been allocated for street overlays.

**Budget Summary:**

The 2012-13 Budget for the Public Works Department totals \$951,244 which represents a 31.1550% increase (\$225,962) more than the 2011-12 Approved Budget. The increase is due to the additional \$300,000 funding for street overlays. The Crew Leader position has been filled and two laborer positions are being left unfunded.

**Personnel:**

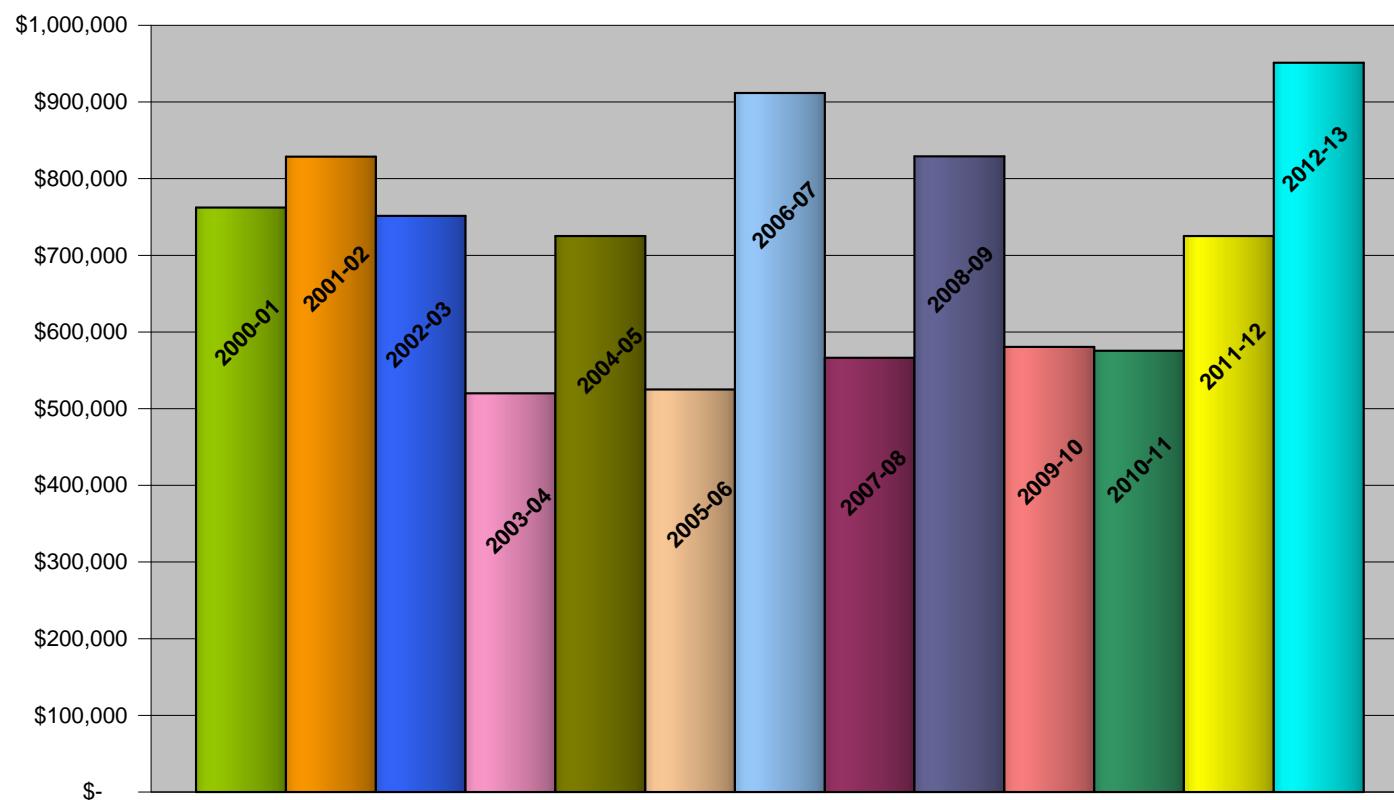
Current staffing levels for the Street Department include 11 positions as follows:

- 1 Street Superintendent
- 1 Crew Leader
- 3 Equipment Operators
- 6 Street Laborers (two positions are unfunded)

**Fixed Assets:**

The 2012-13 Budget for the Public Works Department includes the purchase of a Backhoe mounted Beltec auger that will be used to install guard rails and cable fences. The landscape Crew will replace a ten year old zero turn mower and the patching crew will replace a 12 year old 3 Cu Yd dump truck.

### Public Works Expenses



Note: Expenses as shown in the 2004-05, 2006-07, 2008-09 and 2010-11 Budgets are considerably higher since street overlays and reconstruction projects were done in those years.

PUBLIC WORKS

Account 10-530

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	Budget Cuts	Budget 2012-13
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000 x ea emp x 2.50%)	\$ 648	\$ 1,215	\$ 1,685	\$ 2,349	\$ 2,025	\$ -	\$ 2,025	\$ -	\$ 2,025
1020	Social Security / Medicare (7.65%)	\$ 20,312	\$ 20,114	\$ 10,276	\$ 20,014	\$ 20,513	\$ 412	\$ 20,925	\$ -	\$ 20,925
1030	TMRS (*7.29%-3 mos / 6.78%-9 mos)	\$ 24,160	\$ 20,439	\$ 11,109	\$ 20,299	\$ 19,148	\$ -	\$ 19,148	\$ -	\$ 19,148
1050	Health Insurance	\$ 53,112	\$ 54,774	\$ 27,655	\$ 55,310	\$ 63,606	\$ -	\$ 63,606	\$ -	\$ 63,606
1070	Workers Compensation	\$ 16,986	\$ 17,856	\$ 9,371	\$ 17,324	\$ 18,928	\$ -	\$ 18,928	\$ -	\$ 18,928
1310	Street Superintendent James LeBlanc	\$ 49,599	\$ 40,404	\$ 20,404	\$ 40,405	\$ 40,000	\$ 1,288	\$ 41,288	\$ -	\$ 41,288
1320	Crew Leader M. Camacho	\$ 16,688	\$ -	\$ -	\$ -	\$ 24,396	\$ 4,104	\$ 28,500	\$ -	\$ 28,500
1330	Maintenance Personnel Equipment Operator - T. Alvarado Equipment Operator - P. Gonzales Equipment Operator - C. Garcia Street Laborer - J. Mejia Street Laborer - O. Mejia Street Laborer - R. Sosa Street Laborer - Vacant Street Laborer - Vacant	\$ 186,618	\$ 209,102	\$ 105,213	\$ 207,799	\$ 181,815	\$ -	\$ 181,815	\$ -	\$ 181,815
						\$ 30,013				
						\$ 29,404				
						\$ 29,242				
						\$ 28,093				
						\$ 22,332				
						\$ 21,681				
						\$ 21,050				
						\$ -				
1591	Standby Time On Call (Recreation - 7 wks @ \$75)	\$ 825	\$ 525	\$ -	\$ 525	\$ 525	\$ -	\$ 525	\$ -	\$ 525
1274	Overtime	\$ 13,469	\$ 10,000	\$ 5,962	\$ 15,000	\$ 10,000	\$ 5,000	\$ 15,000	\$ -	\$ 15,000

**PUBLIC WORKS**

**Account 10-530**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<b>Actual 09/30/11</b>	<b>Budget 2011-12</b>	<b>Actual YTD 3/31/12</b>	<b>Estimate 09/30/12</b>		<b>Budget Request 2012-13</b>	<b>Budget Cuts 2012-13</b>	
1145	Longevity	\$ 3,356	\$ 2,896	\$ 2,896	\$ 2,896	\$ 3,165	\$ -	\$ 3,165	\$ -
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 3,232	\$ -	\$ 3,232	\$ 3,232
	<b>Subtotal</b>	<b>\$ 385,773</b>	<b>\$ 377,325</b>	<b>\$ 194,570</b>	<b>\$ 381,920</b>	<b>\$ 387,353</b>	<b>\$ 10,804</b>	<b>\$ 398,157</b>	<b>\$ 398,157</b>
<b><u>Operation &amp; Maintenance</u></b>									
4000	Liability/Property Insurance	\$ 1,802	\$ 2,108	\$ 828	\$ 1,764	\$ 1,940	\$ -	\$ 1,940	\$ 1,940
	Vehicle Liability					\$ 980			
	Auto Physical Damage					\$ 961			
4110	Uniforms	\$ 6,647	\$ 7,362	\$ 4,284	\$ 7,362	\$ 6,912	\$ -	\$ 6,912	\$ 6,912
	Uniforms (\$9/wk*52 wks *9 employees)					\$ 4,212			
	Delivery Fee (\$2.83*52)					\$ 147			
	Uniform Insurance (9 @ \$1.32*52)					\$ 618			
	Steel Toed Boot Allowance (9 @ \$130 employees)					\$ 1,170			
	Safety Shirts L/SS Sleeve (45 @ \$17.00 each)					\$ 765			
	Winter Coat (9 @ \$50.00 each)					\$ -			
4200	Travel	\$ 145	\$ 250	\$ -	\$ 250	\$ 250	\$ -	\$ 250	\$ 250
4300	Education	\$ -	\$ 800	\$ 131	\$ 800	\$ 800	\$ 1,100	\$ 1,900	\$ 1,900
	Pesticide License Renewal (2 @ \$400)					\$ -			
	Traffic Control School (2 @ \$250)					\$ 500			
	Woodchipping Safety Classes (4 @ \$150)					\$ 600			
4400	Dues	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ -	\$ 35	\$ 35
	Sam's Club								
4550	Legal Notices	\$ 120	\$ 200	\$ -	\$ -	\$ 200	\$ -	\$ 200	\$ 200
4570	Rental/Lease	\$ -	\$ 1,500	\$ 887	\$ 1,774	\$ 1,525	\$ 250	\$ 1,775	\$ 1,775
	Lift for Xmas Lights					\$ 525	\$ 250		
	Lift for Banners (4 @ \$250)					\$ 1,000	\$ -		

**PUBLIC WORKS**

**Account 10-530**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<b>Actual 09/30/11</b>	<b>Budget 2011-12</b>	<b>Actual YTD 3/31/12</b>	<b>Estimate 09/30/12</b>		<b>Budget Request 2012-13</b>	<b>Budget Cuts 2012-13</b>	
4600	Telephone	\$ 1,823	\$ 2,032	\$ 1,196	\$ 2,392	\$ 660	\$ 2,032	\$ -	\$ 2,032
	Cell Phones (1 @ \$55 per month)					\$ 1,372			
	Cell Phones (3 @ \$38.11 per month)								
4650	Electric	\$ 87,904	\$ 100,505	\$ 43,828	\$ 87,656	\$ 100,505	\$ -	\$ 100,505	\$ 100,505
4700	Maintenance/Repairs	\$ 2,924	\$ 4,000	\$ 636	\$ 1,272	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
4710	Maintenance City Owned Lights	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ 500
4725	Vehicle Maintenance & Repair	\$ 8,785	\$ 8,500	\$ 5,926	\$ 11,852	\$ 8,500	\$ 1,500	\$ 10,000	\$ 10,000
4735	Vehicle Safety Equipment	\$ -	\$ 1,984	\$ 1,690	\$ 2,104	\$ 2,000	\$ -	\$ 2,000	\$ -
	<b>Subtotal</b>	<b>\$ 110,185</b>	<b>\$ 129,776</b>	<b>\$ 59,442</b>	<b>\$ 117,261</b>	<b>\$ 129,199</b>	<b>\$ 2,850</b>	<b>\$ 132,049</b>	<b>\$ 132,049</b>
<b>Supplies</b>									
5300	Supplies	\$ 4,471	\$ 6,596	\$ 3,566	\$ 6,596	\$ 7,000	\$ -	\$ 7,000	\$ 7,000
	Roll Hand Towels (2.40*52)					\$ 125			
	SYN 3.4 Mat (2.20*52)					\$ 114			
	Shop Towels (2.88*52)					\$ 150			
	36" Dry Mop (0.82*52)					\$ 43			
	Misc Supplies					\$ 6,568			
5305	Small Tools	\$ 1,813	\$ 2,000	\$ 1,513	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
	1 Weed Eater					\$ -			
	1 Chainsaw					\$ -			
	1 Push Mower					\$ -			
	1 Blower					\$ -			
5400	Fuel/Lubricants	\$ 28,377	\$ 21,000	\$ 15,961	\$ 31,922	\$ 21,000	\$ 11,000	\$ 32,000	\$ 32,000
5410	Street Materials	\$ 24,014	\$ 26,327	\$ 21,418	\$ 30,000	\$ 28,787	\$ 4,680	\$ 33,467	\$ 33,467
	Asphalt (26 tons/mo* \$75 ton * 12 mo)					\$ 18,720	\$ 4,680		
	(Provider raised prices \$25/ton)								
	Emulsion (500 Gal @ \$2.41/gal)					\$ 1,205			
	Crack Seal Materials (6 tons * \$1285/ton)					\$ 7,710			
	Road Base Materials (16 tons/mo * \$6.00/ton * 12 months)					\$ 1,152			

**PUBLIC WORKS**

**Account 10-530**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<b>Actual 09/30/11</b>	<b>Budget 2011-12</b>	<b>Actual YTD 3/31/12</b>	<b>Estimate 09/30/12</b>		<b>Budget Request 2012-13</b>	<b>Budget Cuts 2012-13</b>	
5420	Street Signs	\$ 4,944	\$ 6,000	\$ 3,643	\$ 6,000	\$ -	\$ 1,500	\$ 7,500	\$ -
	New and Replacement Signs					\$ -			
	Fire Hydrant Markers					\$ -			
5430	Chemicals	\$ 678	\$ 1,600	\$ 1,049	\$ 1,600	\$ -	\$ 400	\$ 2,000	\$ -
	\$59.77/mo * 12 mos					\$ -			
	Fertilizer for Landscape					\$ -			
	Overseed					\$ -			
	Fire Ant Control					\$ -			
	<b>Subtotal</b>	<b>\$ 64,297</b>	<b>\$ 63,523</b>	<b>\$ 47,151</b>	<b>\$ 78,118</b>		<b>\$ 66,387</b>	<b>\$ 17,580</b>	<b>\$ 83,967</b>
	<b><u>Services</u></b>								
6130	Engineering & Planning Service	\$ -	\$ 3,500	\$ 610	\$ 1,220	\$ -	\$ 3,500	\$ -	\$ 3,500
	Annual street overlay plans & specs								
	Drainage & Complaint Eng.								
	Traffic Eng. Studies								
6135	Contract Services	\$ 5,177	\$ 4,500	\$ 779	\$ 4,500	\$ 1,000	\$ 4,640	\$ 350	\$ 4,990
	Electrician					\$ 2,240	\$ -		
	MCS					\$ 1,400			
	Traffic Light Maint Contract (Lohman Ford at Dawn Drive)								
6500	Miscellaneous Services	\$ 3,063	\$ 114	\$ 2,247		\$ 46	\$ 91	\$ 1,909	\$ 2,000
	Antivirus License (2 @ \$23)					\$ 45	\$ -		
	Antispam License (2 @ \$45)					\$ -	\$ -		
	RPZ Testing (5 @ \$60)					\$ -	\$ -		
	Beekeepers (2 @ \$400)					\$ -	\$ -		
	Other Services					\$ -	\$ -		
6540	Maintenance Agreements	\$ -	\$ 479	\$ -	\$ 479	\$ -	\$ 479	\$ -	\$ 479
	(LCRA) 900 MZH Annual Maintenance								
6700	Street Light Installation	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500

**PUBLIC WORKS**

**Account 10-530**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<b>Actual 09/30/11</b>	<b>Budget 2011-12</b>	<b>Actual YTD 3/31/12</b>	<b>Estimate 09/30/12</b>		<b>Budget Request 2012-13</b>	<b>Request 2012-13</b>	
6750	Street Overlays	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -
6751	Capital Metro Fund	\$ -	\$ 84,000	\$ 5,616	\$ 84,000	\$ -	\$ -	\$ -	\$ -
6752	Transfer from Reserves for Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 8,240</b>	<b>\$ 144,093</b>	<b>\$ 9,252</b>	<b>\$ 90,199</b>	<b>\$ 10,210</b>	<b>\$ 302,259</b>	<b>\$ 312,469</b>	<b>\$ 312,469</b>
<b><u>Fixed Assets</u></b>									
9720	Machinery & Equipment	\$ 4,398	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9832	2010 1 Ton Truck - Prin	\$ 2,358	\$ 9,669	\$ 4,792	\$ 9,669	\$ 10,037	\$ -	\$ 10,037	\$ 10,037
9833	2010 1 Ton Truck - Int	\$ 286	\$ 896	\$ 496	\$ 896	\$ 528	\$ -	\$ 528	\$ 528
Beltec Auger (Principle \$4,446)						\$ -	\$ 1,056	\$ 1,056	\$ 1,056
Beltec Auger (Interest)						\$ -	\$ 138	\$ 138	\$ 138
Replace 2002 Zero Turn Mower (Principle \$9,410)						\$ -	\$ 2,235	\$ 2,235	\$ 2,235
Replace 2002 Zero Turn Mower (Interest)						\$ -	\$ 293	\$ 293	\$ 293
Replace 2001 3 Cu Yd Dump Truck (Principle \$42,115)						\$ -	\$ 10,005	\$ 10,005	\$ 10,005
Replace 2001 3 Cu Yd Dump Truck (Interest)						\$ -	\$ 310	\$ 310	\$ 310
<b>Subtotal</b>		<b>\$ 7,042</b>	<b>\$ 10,565</b>	<b>\$ 5,288</b>	<b>\$ 10,565</b>	<b>\$ 10,565</b>	<b>\$ 14,037</b>	<b>\$ 24,602</b>	<b>\$ 24,602</b>
<b>TOTAL</b>		<b>\$ 575,537</b>	<b>\$ 725,282</b>	<b>\$ 315,703</b>	<b>\$ 678,063</b>	<b>\$ 603,714</b>	<b>\$ 347,530</b>	<b>\$ 951,244</b>	<b>\$ 951,244</b>

**DEPARTMENTAL BUDGET NARRATIVE  
SOLID WASTE  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$0</b>
<b>Operation &amp; Maintenance</b>	<b>\$3,154</b>
<b>Supplies</b>	<b>\$1,000</b>
<b>Services</b>	<b>\$503,942</b>
<b>Fixed Assets</b>	<b>\$11,971</b>
<b>TOTALS</b>	<b>\$520,067</b>

**Departmental Description:**

This Division provides for solid waste pick up and disposal throughout the community.. The service is currently under a new contract with a service provider on a once a week per household trash and biweekly recycle pick-up schedule. The 2012-12 Solid Waste Budget established a City owned recycling, chipping and bulky trash collection center that will be opened approximately 20 times a year.

**Budget Summary:**

The 2012-13 Budget for the Solid Waste Division totals \$520,067 which represents a 12.5783% (\$58,728) increase over the 2011-12 Budget. The Budget assumes a nominal increase in customer base over the year. Expenses for this Budget are covered by a monthly service fee included in the utility bills. The Budget adjusts to a change in rates by the service provider in Budget Year 2011-12.

The new City owned recycling, chipping and bulky trash collection center is funded by a \$1.00 per month charge to solid waste customers. The solid waste collection center will be opened up to twice a year to utility customers for bulky trash collection. The 18 trash dumpsters funded in the 2010-11 Budget will be used at the solid waste collection center while 8 additional dumpsters will be used at the utility maintenance yard for general City cleanup as needed. The solid waste collection center will be open up to 20 times a year for brush collection. Chippings will be made available to the public and used at the Cedar Breaks and other City facilities as needed.

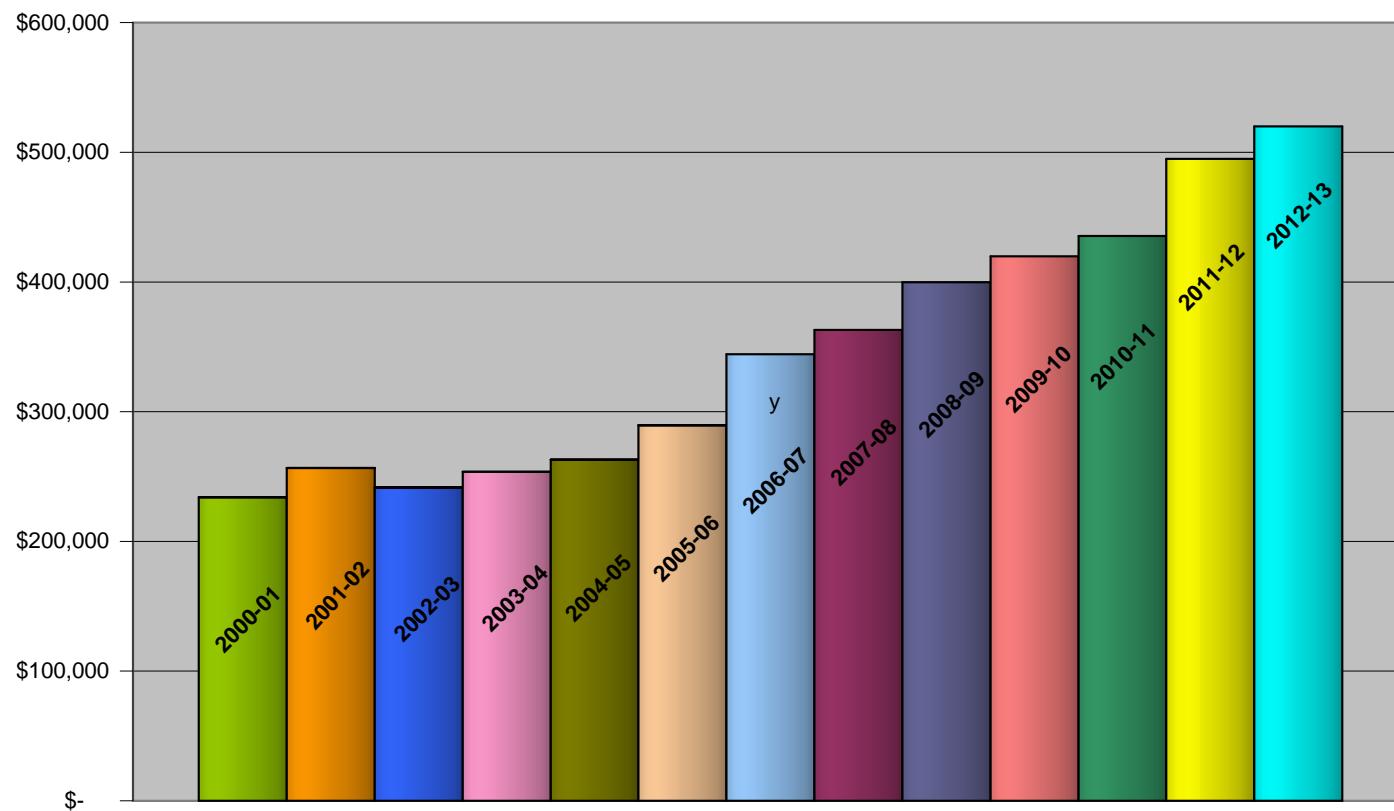
**Personnel:**

There are no personnel included in Solid Waste Division.

**Fixed Assets:**

No Fixed Asset purchases have been funded.

### Solid Waste Expenses



**SOLID WASTE**
**Account 10-531**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Total Budget		Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Budget Cuts 2012-13	
<b><u>Operation &amp; Maintenance</u></b>									
4100	Trash Bad Debt Write Off (38 @ \$15.22)	\$ 12	\$ 150	\$ 252	\$ 504	\$ 578	\$ -	\$ 578	\$ -
4200	Travel Meals for brush/trash collection (20 @ \$30)					\$ -	\$ 600	\$ 600	\$ 600
4650	Electricity (12 @ \$55 Mo)	\$ -	\$ 456	\$ 434	\$ 764	\$ 456	\$ 204	\$ 660	\$ 660
4670	Water Service (12 Mo @ \$26.33)	\$ -	\$ 300	\$ -	\$ 184	\$ 300	\$ 16	\$ 316	\$ 316
4700	Maintenance & Repairs Chipping Machine Blades and Belts	\$ -	\$ 1,000	\$ 521	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
	<b>Subtotal</b>	\$ 12	\$ 1,906	\$ 1,207	\$ 2,452	\$ 2,334	\$ 820	\$ 3,154	\$ 3,154
<b><u>Supplies</u></b>									
5400	Fuel / Lubricants	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
	<b>Subtotal</b>	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
<b><u>Services</u></b>									
6600	Disposal Service 2,730 avg. Customers @ \$14.99/mo for 12 mos Containers for city wide cleanup (\$495 ea x 18) Containers for City Maint. Yard (\$495 ea x 8)	\$ 435,441	\$ 461,960	\$ 218,568	\$ 461,960	\$ 474,830	\$ 29,112	\$ 503,942	\$ -
					\$ 461,960		\$ 29,112		
					\$ 8,910				
					\$ 3,960	\$ -			
	<b>Subtotal</b>	\$ 435,441	\$ 461,960	\$ 218,568	\$ 461,960	\$ 474,830	\$ 29,112	\$ 503,942	\$ -
									\$ 503,942

**SOLID WASTE**
**Account 10-531**

Account <u>Number</u>	Account <u>Name</u>	Yr End <u>09/30/11</u>	Current <u>Budget</u>	6 Months <u>Actual YTD</u>	Year End <u>Estimate</u>	Base <u>Budget</u>	Supplemental Total Budget		Adopted <u>Budget</u>
		<u>2011-12</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>Budget Request</u>	<u>2012-13</u>	
<b><u>Fixed Assets</u></b>									
9301	Chipping Machine - Principal	\$ -	\$ 8,194	\$ 2,736	\$ 8,270	\$ 11,319	\$ -	\$ 11,319	\$ -
9302	Chipping Machine - Interest	\$ -	\$ 886	\$ 257	\$ 708	\$ 652	\$ -	\$ 652	\$ -
9315	Improvements	\$ -	\$ 21,025	\$ 48,598	\$ 48,598	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 30,105</b>	<b>\$ 51,591</b>	<b>\$ 57,576</b>	<b>\$ 11,971</b>	<b>\$ -</b>	<b>\$ 11,971</b>	<b>\$ -</b>
	<b>TOTAL</b>	<b>\$ 435,453</b>	<b>\$ 494,971</b>	<b>\$ 271,366</b>	<b>\$ 522,988</b>	<b>\$ 490,135</b>	<b>\$ 29,932</b>	<b>\$ 520,067</b>	<b>\$ -</b>
									<b>\$ 520,067</b>

**DEPARTMENTAL BUDGET NARRATIVE  
BUILDING MAINTENANCE  
2012-13**

<b>Operation &amp; Maintenance</b>	<b>\$24,258</b>
<b>Supplies</b>	<b>\$1,930</b>
<b>Services</b>	<b>\$12,006</b>
<b>Fixed Assets</b>	<b>\$0</b>
<b>TOTALS</b>	<b>\$38,194</b>

**Departmental Description:**

The Building Maintenance Division provides for all facility related operation and maintenance expenses for City Hall, the Development Services Office, Court Clerk Office and the Library. The primary costs for the Division include janitorial services, security services, HVAC maintenance and repairs, electrical service and other maintenance items. The City's Street Department Superintendent oversees the Building Maintenance Division and Street Department Employees provide for some repair and maintenance activities.

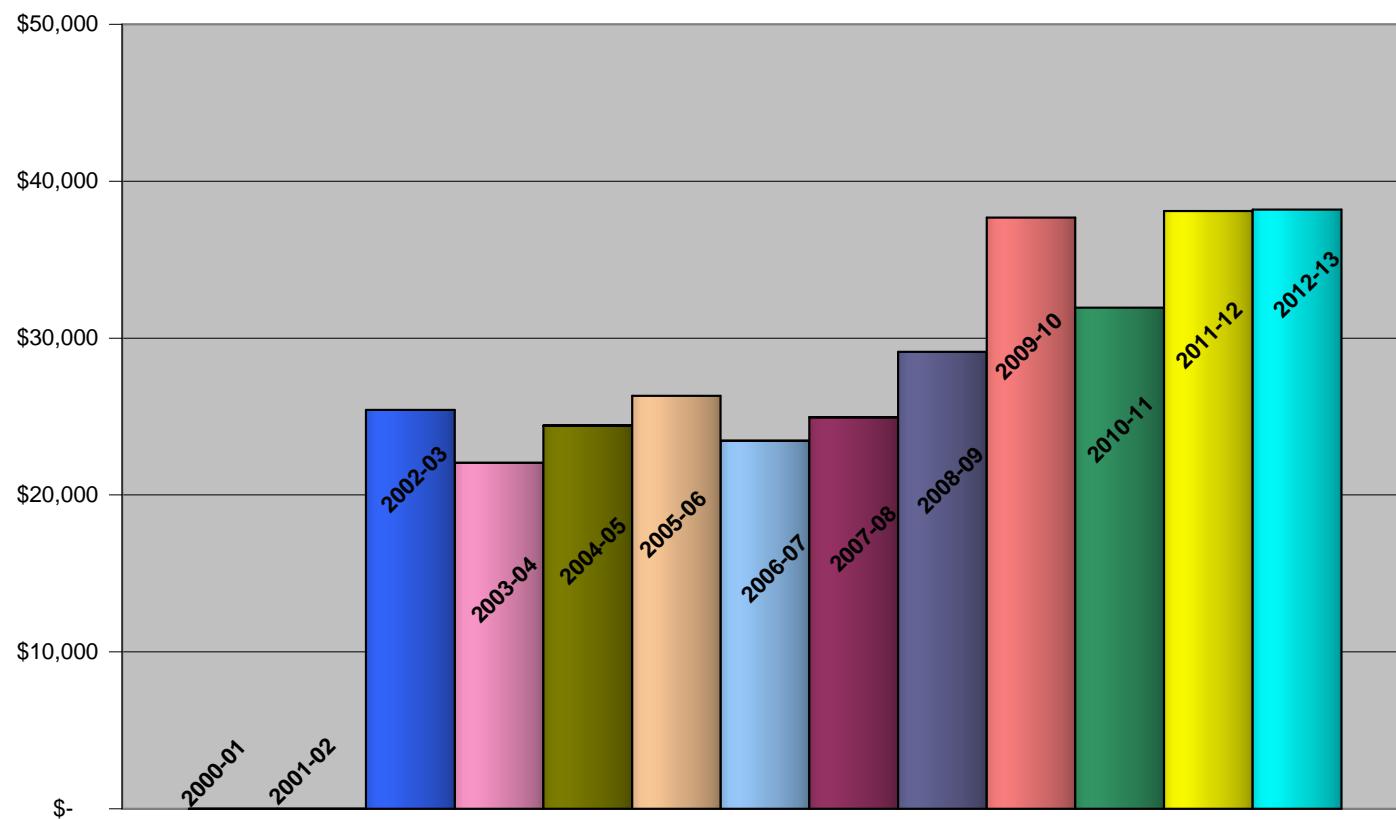
**Budget Summary:**

The 2012-13 Budget for the Building Maintenance totals \$38,194 which represents a 0.22% increase (\$84) more than the 2011-12 Approved Budget. Expenses for the Division are expected to be at or near the same level as last year.

**Fixed Assets:**

No fixed asset purchases are provided for in the 2012-13 Budget.

### Building Maintenance Expenses



Note: The Building Maintenance Division was created in the 2002/03 Fiscal Year in an attempt to centralize expenses that were previously spread across multiple budgets.

**BUILDING MAINTENANCE**
**Account 10-532**

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual</u>	<u>Current Budget 2011-12</u>	<u>6 Months Actual YTD 3/31/12</u>	<u>Year End Estimate 09/30/12</u>	<u>Calculation</u>	<u>Base Budget 2012-13</u>	<u>Supplemental Budget Request 2012-13</u>	<u>Total Budget 2012-13</u>	<u>Budget Cuts</u>	<u>Adopted Budget 2012-13</u>
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>Request 2012-13</u>			
<b><u>Operation &amp; Maintenance</u></b>											
4650	Electricity City Hall Library Development Services Office	\$ 14,099	\$ 14,935	\$ 5,802	\$ 14,935		\$ 14,935	\$ -	\$ 14,935	\$ -	\$ 14,935
4670	Water Service - City Hall	\$ 627	\$ 651	\$ 316	\$ 632		\$ 651	\$ -	\$ 651	\$ -	\$ 651
4675	Sewer Service - City Hall	\$ 967	\$ 888	\$ 486	\$ 972		\$ 972	\$ -	\$ 972	\$ -	\$ 972
4700	Maintenance & Repairs Miscellaneous Building Repairs	\$ 1,454	\$ 3,200	\$ 433	\$ 3,200		\$ 3,200	\$ -	\$ 3,200	\$ -	\$ 3,200
4715	Unanticipated Maintenance & Repa	\$ 2,290	\$ 4,500	\$ 3,319	\$ 4,500		\$ 4,500	\$ -	\$ 4,500	\$ -	\$ 4,500
	<b>Subtotal</b>	<b>\$ 19,436</b>	<b>\$ 24,174</b>	<b>\$ 10,355</b>	<b>\$ 24,239</b>		<b>\$ 24,258</b>	<b>\$ -</b>	<b>\$ 24,258</b>	<b>\$ -</b>	<b>\$ 24,258</b>
<b><u>Supplies</u></b>											
5300	Supplies City Hall Janitorial Supplies (\$52.53/mo) Unifirst (\$25/wk*52)	\$ 1,683	\$ 1,930	\$ 580	\$ 1,930	\$ 630	\$ 1,930	\$ -	\$ 1,930	\$ -	\$ 1,930
	<b>Subtotal</b>	<b>\$ 1,683</b>	<b>\$ 1,930</b>	<b>\$ 580</b>	<b>\$ 1,930</b>	<b>\$ 1,300</b>	<b>\$ 1,930</b>	<b>\$ -</b>	<b>\$ 1,930</b>	<b>\$ -</b>	<b>\$ 1,930</b>

BUILDING MAINTENANCE

Account 10-532

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental	Total Budget	Adopted Budget <u>2012-13</u>	
		Actual <u>09/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Budget <u>Request 2012-13</u>	Budget <u>Cuts</u>		
<b><u>Services</u></b>										
6135	Contract Services All Buildings HVAC Maint.	\$ 90	\$ 980	\$ -	\$ 980	\$ 980	\$ -	\$ 980	\$ -	\$ 980
6500	Contractual Services Janitor-CH & Lib (\$797/mo) ADT Security Services (\$203/qtr) CH - strip & refinish tile floors 1/yr Miscellaneous	\$ 10,735	\$ 11,026	\$ 5,188	\$ 10,376	\$ 9,564	\$ 11,026	\$ -	\$ 11,026	\$ 11,026
	<b>Subtotal</b>	<b>\$ 10,825</b>	<b>\$ 12,006</b>	<b>\$ 5,188</b>	<b>\$ 11,356</b>		<b>\$ 12,006</b>		<b>\$ 12,006</b>	<b>\$ 12,006</b>
	<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL</b>	<b>\$ 31,944</b>	<b>\$ 38,110</b>	<b>\$ 16,122</b>	<b>\$ 37,525</b>		<b>\$ 38,194</b>		<b>\$ 38,194</b>	<b>\$ 38,194</b>

**DEPARTMENTAL BUDGET NARRATIVE  
RECREATION  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$40,816</b>
<b>Operation &amp; Maintenance</b>	<b>\$22,127</b>
<b>Supplies</b>	<b>\$9,437</b>
<b>Services</b>	<b>\$2,295</b>
<b>Fixed Assets</b>	<b>\$6,648</b>
<b>TOTALS</b>	<b>\$81,322</b>

**Departmental Description:**

The Recreation Division provides for the operation and maintenance of the City's Sports Complex including the swimming pool, tennis courts, softball field and park open space. The City's Street Department Superintendent provides for the general oversight of the Complex and Street Department employees provide for the majority of maintenance and repair work at the facility. The City's Assistant Director of Public Works oversees the operation of the swimming pool equipment including pumps, electronics and chemical feeds. All testing and reporting activities are supervised or performed by the Street Superintendent, a Utility Billing Clerk, and the Assistant Director of Public Works, all whom are Certified Pool Operators.

**Budget Summary:**

The 2012-13 Budget for the Recreation Department totals \$81,322 which represents a 24.7383% (\$26,731) decrease over the 2011-12 Approved Budget primarily due to the improvements (\$30,011) that the Recreation Department made to the Lago Vista Golf Club tennis courts last budget year. The majority of expenses for the Recreation Department are for the labor force of 15 seasonal employees, chemicals and electricity.

**Personnel:**

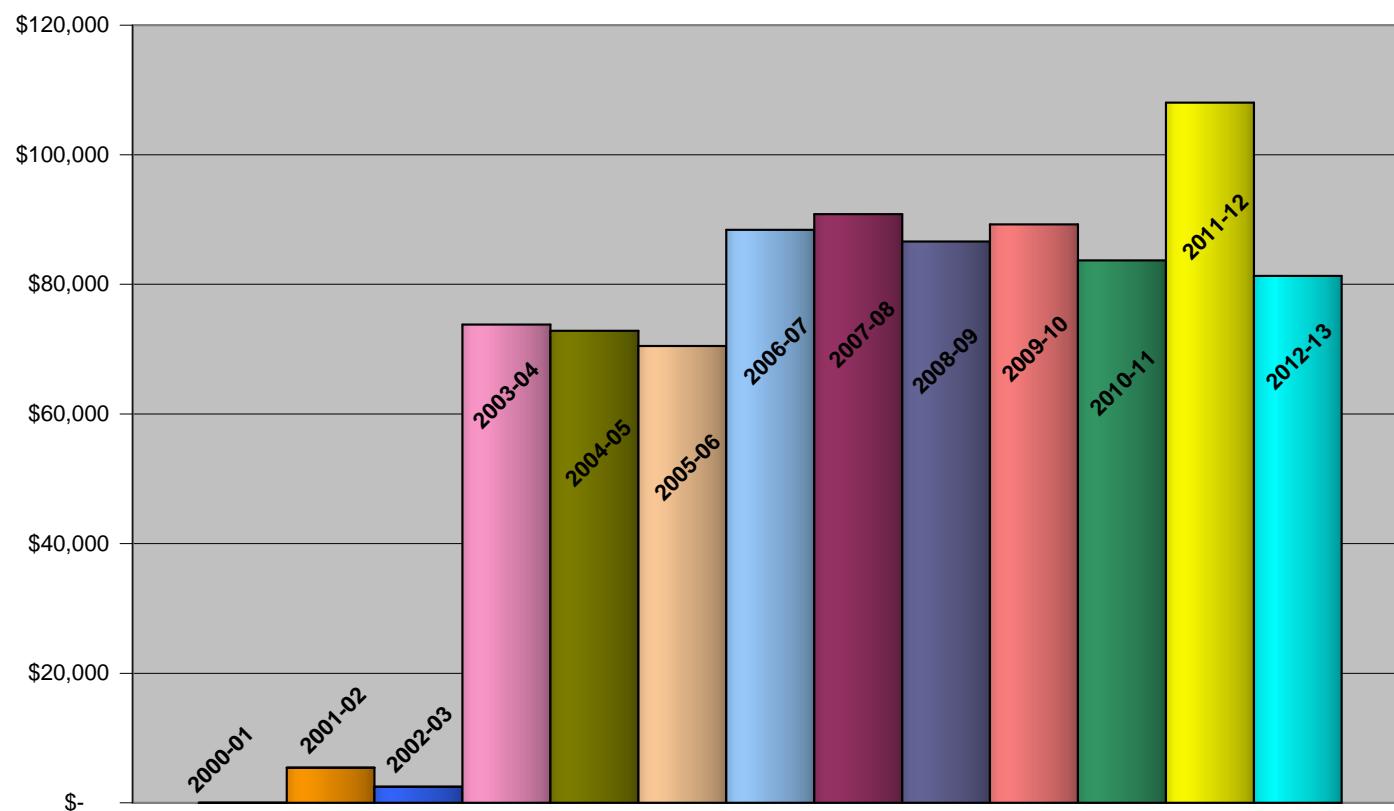
Staffing levels for the Division include 16 positions as follows:

1 Pool Manager - 320 hours  
15 Lifeguards – 3,333 hours

**Fixed assets:**

The 2012-13 Budget allows for the purchase of four new fixed assets: participation in a new Eagle Scout walking path (delayed from the previous budget year), ten new chaise lounges, ten new chairs, a replacement Aquabot, and replacement of the pool laptop.

### Recreation Expenses



**RECREATION**  
**Account 10-535**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget Request	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12					
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 151	\$ 525	\$ 196	\$ 525	\$ 875	\$ -	\$ 875	\$ -	\$ 875
1020	Social Security / Medicare (7.65%)	\$ 3,198	\$ 2,372	\$ 84	\$ 2,372	\$ 2,372	\$ 38	\$ 2,410	\$ -	\$ 2,410
1070	Workers Compensation	\$ 1,555	\$ 1,335	\$ 700	\$ 1,295	\$ 1,030	\$ -	\$ 1,030	\$ -	\$ 1,030
1274	Overtime	\$ 542	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
1310	Pool Manager	\$ 9,786	\$ 5,000	\$ 714	\$ 10,757	\$ 5,000	\$ 500	\$ 5,500	\$ -	\$ 5,500
1320	Life Guards	\$ 31,973	\$ 30,000	\$ 384	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000
<b>Subtotal</b>		<b>\$ 47,205</b>	<b>\$ 40,232</b>	<b>\$ 2,079</b>	<b>\$ 45,948</b>	<b>\$ 40,277</b>	<b>\$ 538</b>	<b>\$ 40,815</b>	<b>\$ -</b>	<b>\$ 40,815</b>
<b><u>Operation &amp; Maintenance</u></b>										
4110	Uniforms 10 Female Lifeguards @ \$138.03 each 5 Male Lifeguards @ \$79.28 each	\$ 1,721	\$ 1,935	\$ 80	\$ 1,935	\$ 1,777	\$ -	\$ 1,777	\$ -	\$ 1,777
4300	Education Lifeguard Classes 9 @ \$250 ea CPR Classes 6 @ \$30 ea WSI Classes 3 @ \$250 ea	\$ 1,298	\$ 3,240	\$ -	\$ 1,800	\$ 3,180	\$ -	\$ 3,180	\$ -	\$ 3,180
4310	Red Cross Swim Class Fees	\$ -	\$ 192	\$ -	\$ 192	\$ 192	\$ -	\$ 192	\$ -	\$ 192

**RECREATION**
**Account 10-535**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget 2012-13		Budget 2012-13
4325	Drug Testing 9 @ \$30 ea	\$ 174	\$ 180	\$ -	\$ 87		\$ 270		\$ 270	\$ -	\$ 270
4600	Telephone	\$ 301	\$ 309	\$ 157	\$ 314		\$ 309	\$ 10	\$ 319	\$ -	\$ 319
	Time Warner 12 months @ \$69.95				\$ 420		\$ 839	\$ -	\$ 839	\$ -	\$ 839
4650	Electricity	\$ 4,420	\$ 5,700	\$ 1,437	\$ 4,700		\$ 4,700	\$ -	\$ 4,700	\$ -	\$ 4,700
4670	Water Service	\$ 3,834	\$ 3,000	\$ 1,483	\$ 3,000		\$ 3,000	\$ 800	\$ 3,800	\$ -	\$ 3,800
4675	Sewer Service	\$ 2,881	\$ 2,100	\$ 1,132	\$ 2,100		\$ 2,100	\$ 800	\$ 2,900	\$ -	\$ 2,900
4715	Maint/Repair Unanticipated	\$ 5,552	\$ 3,800	\$ 554	\$ 3,800		\$ 3,800	\$ -	\$ 3,800	\$ -	\$ 3,800
4775	Pool Pass/Party Deposits Refunds	\$ -	\$ 350	\$ -	\$ 350		\$ 350	\$ -	\$ 350	\$ -	\$ 350
	<b>Subtotal</b>	<b>\$ 20,182</b>	<b>\$ 20,806</b>	<b>\$ 4,843</b>	<b>\$ 18,698</b>		<b>\$ 20,517</b>	<b>\$ 1,610</b>	<b>\$ 22,127</b>	<b>\$ -</b>	<b>\$ 22,127</b>

**Supplies**

5300	Supplies	\$ 1,477	\$ 2,200	\$ 447	\$ 2,200		\$ 2,200	\$ -	\$ 2,200	\$ -	\$ 2,200
5430	Chemicals	\$ 4,798	\$ 7,439	\$ 2,411	\$ 7,237		\$ 7,237	\$ -	\$ 7,237	\$ -	\$ 7,237
	HTH (3 100 lb Barrels @\$170 ea)					\$ 510					
	Muratic Acid (8 Barrels @ \$132.95 ea)					\$ 1,064					
	Muratic Acid (12 Gallons @ \$5.50 ea)					\$ 66					
	Cyanuric Acid (80 lbs @ \$3.00/lb)					\$ 240					
	Pool Perfect 3 Lt (16 bottles @ \$40.00 ea)					\$ 640					
	Phos Free 3 Lt (20 bottles @ \$35 ea)					\$ 700					
	Briquettes (19 100lb barrels @ \$199 ea)					\$ 3,781					
	3" Aquatabs (2 barrels @ \$118 ea)					\$ 236					
	<b>Subtotal</b>	<b>\$ 6,275</b>	<b>\$ 9,639</b>	<b>\$ 2,858</b>	<b>\$ 9,437</b>		<b>\$ 9,437</b>	<b>\$ -</b>	<b>\$ 9,437</b>	<b>\$ -</b>	<b>\$ 9,437</b>

**RECREATION**  
**Account 10-535**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget Request	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12					
<b><u>Services</u></b>										
6100	Professional Services	\$ 419	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
6500	Miscellaneous Services	\$ 4,195	\$ 1,025	\$ 319	\$ 1,025	\$ 1,295	\$ -	\$ 1,295	\$ -	\$ 1,295
	RPZ Testing (2 @ \$60 ea)				\$ 120					
	Research Pest Control				\$ 125					
	Electrical Maintenance				\$ 750					
	Misc. Contract Labor				\$ 300					
	<b>Subtotal</b>	<b>\$ 4,614</b>	<b>\$ 2,025</b>	<b>\$ 319</b>	<b>\$ 2,025</b>	<b>\$ 2,295</b>	<b>\$ -</b>	<b>\$ 2,295</b>	<b>\$ -</b>	<b>\$ 2,295</b>
<b><u>Fixed Assets</u></b>										
9310	Park Improvements	\$ 5,412	\$ 35,351	\$ 29,621	\$ 37,880	\$ -	\$ 4,800	\$ 4,800	\$ -	\$ 4,800
	Replace Aquabot				\$ -		\$ 1,350			
	Boy Scout Path with Trash Can				\$ -		\$ 1,800			
	Chaise Loungers 10 @ \$120				\$ -		\$ 1,200			
	Sitting Chairs 15 @ \$30				\$ -		\$ 450			
9730	Office Equipment					\$ -	\$ 1,848	\$ 1,848	\$ -	\$ 1,848
	Replace Lifeguard Laptop					\$ -	\$ 800			
	2010 Pro Licenses (2 @ \$375)					\$ -	\$ 750			
	Window & License (2 @ \$149)					\$ -	\$ 298			
	<b>Subtotal</b>	<b>\$ 5,412</b>	<b>\$ 35,351</b>	<b>\$ 29,621</b>	<b>\$ 37,880</b>	<b>\$ -</b>	<b>\$ 6,648</b>	<b>\$ 6,648</b>	<b>\$ -</b>	<b>\$ 6,648</b>
	<b>TOTAL</b>	<b>\$ 83,687</b>	<b>\$ 108,053</b>	<b>\$ 39,720</b>	<b>\$ 113,988</b>	<b>\$ 72,526</b>	<b>\$ 8,796</b>	<b>\$ 81,322</b>	<b>\$ -</b>	<b>\$ 81,322</b>

**DEPARTMENTAL BUDGET NARRATIVE  
AVIATION  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$1,770</b>
<b>Operation &amp; Maintenance</b>	<b>\$19,930</b>
<b>Supplies</b>	<b>\$200</b>
<b>Services</b>	<b>\$2,500</b>
<b>Fixed Assets</b>	<b>\$0</b>
<b>TOTALS</b>	<b>\$24,400</b>

**Departmental Description:**

The Aviation Division budget provides funding for operation and maintenance expenses for the Airport. Most of the funding for these expenses is provided by the Airport's Property Owner Association according to a contract with the city. The Division's Budget includes expenses for mowing, runway light replacements and repairs, portable restroom facilities, some consulting services, general maintenance and repairs and for nominal airport management services. While some maintenance items are taken care of through the part-time airport manager much of the efforts required involve personnel from the City's Street Department and the assistant city manager.

**Budget Summary:**

The 2012-13 Budget for the Aviation Department totals \$24,400 which represents a \$155 increase from the 2011/12 Approved Budget. While many of the O&M expenses for the Airport remain unchanged, line item 4700 Maintenance and Repairs is increased due to an increase in AWOS maintenance contract costs. 50% of this will be paid by the Routine Airport Maintenance Program (RAMP) grant with TxDOT Aviation. Maintenance of the AWOS has been included. The largest maintenance expense in the airport budget involves mowing costs, which included for 6 mowing event per year at \$1,000 per event.

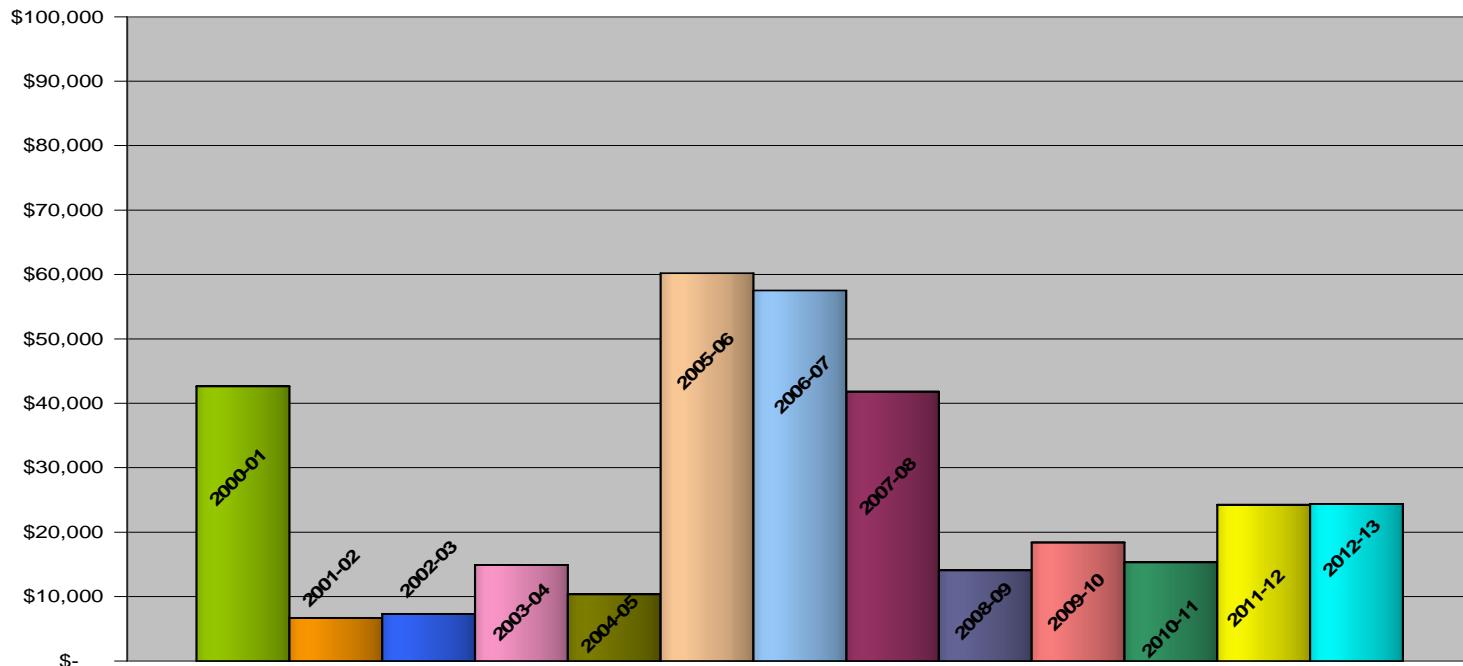
No supplementary requests.

**Personnel:**

Staffing levels for the Division include 1 part time position as follows

1 Airport Manager – Part Time

### Aviation Expenses



Note: The large increase in expenses incurred during the 2000/01 Fiscal Year involved matching funds for an airport improvement grant. The increase in expenses for 2005/06 were due to the acquisition of property for the AWOS, matching grant funds for the AWOS and expenditures for the rehab of the F-4. The increase in expenses for 2006/07 was due to matching funds paid to the City from the APPOA for improvements related to a TxDot Grant. The increase in 2007/08 was due to the construction of TxDot Grant from the prior year.

**AVIATION**
**Account 10-540**

Account Number	Account Name	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimate 09/30/12	Base Budget 2012-13	Supplemental Budget Request	Total budget 2012-13	Budget Cuts	Adopted Budget 2012-13
		Calculation	Request	2012-13	2012-13					

**Personnel & Benefits**

1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 18	\$ 24	\$ 16	\$ 32	\$ 40	\$ -	\$ 40	\$ -	\$ 40
1020	Social Security / Medicare (7.65%)	\$ 118	\$ 120	\$ 70	\$ 120	\$ 123	\$ -	\$ 123	\$ -	\$ 123
1070	Workers Comp	\$ 5	\$ 5	\$ 2	\$ 5	\$ 5	\$ -	\$ 5	\$ -	\$ 5
1260	Airport Superintendent	\$ 1,300	\$ 1,300	\$ 650	\$ 1,300	\$ 1,300	\$ -	\$ 1,300	\$ -	\$ 1,300
1145	Longevity	\$ 242	\$ 269	\$ 269	\$ 269	\$ 303	\$ -	\$ 303	\$ -	\$ 303
<b>Subtotal</b>		<b>\$ 1,683</b>	<b>\$ 1,718</b>	<b>\$ 1,008</b>	<b>\$ 1,726</b>	<b>\$ 1,770</b>	<b>\$ -</b>	<b>\$ 1,770</b>	<b>\$ -</b>	<b>\$ 1,770</b>

**Operation & Maintenance**

4000	Liability/Property Insurance	\$ 2,593	\$ 2,882	\$ 828	\$ 1,995	\$ 2,195	\$ -	\$ 2,195	\$ -	\$ 2,195
4600	Telephone (AWOS) \$28.91/mo	\$ 301	\$ 364	\$ 157	\$ 364	\$ 375	\$ -	\$ 375	\$ -	\$ 375
4650	Electricity 206 Flightline \$68 x 12 mo Beacon & Runway Lights \$248 x 12 mos 9305 Rolling Hills (AWOS) \$69 x 12 mos	\$ 3,778	\$ 5,983	\$ 1,929	\$ 4,620	\$ 4,620	\$ -	\$ 4,620	\$ -	\$ 4,620
					\$ 816	\$ 2,976				
					\$ 828					

**AVIATION**
**Account 10-540**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental		Total budget		Adopted
		Actual	Budget	Actual YTD	Estimate		Budget	Request	Budget	Cuts	Budget
		09/30/11	2011-12	3/31/12	09/30/12		Calculation	2012-13	Request	2012-13	2012-13
4700	Maintenance and Repairs	\$ 3,509	\$ 4,500	\$ 3,756	\$ 6,740	\$ 6,740	\$	-	\$ 6,740	\$	\$ 6,740
	Trash Pickup										
	Lights (Blueglobes)										
	AWOS										
4750	Miscellaneous Expenses	\$ 2,000	\$ 6,000	\$ 2,000	\$ 6,000	\$ 6,000	\$	-	\$ 6,000	\$	\$ 6,000
	Mowing										
	<b>Subtotal</b>	<b>\$ 12,181</b>	<b>\$ 19,729</b>	<b>\$ 8,670</b>	<b>\$ 19,719</b>	<b>\$ 19,930</b>	<b>\$</b>	<b>-</b>	<b>\$ 19,930</b>	<b>\$</b>	<b>\$ 19,930</b>
<b><u>Supplies</u></b>											
5300	Supplies	\$ -	\$ 550	\$ -	\$ 200	\$ 200	\$	-	\$ 200	\$	\$ 200
	<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 550</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$</b>	<b>-</b>	<b>\$ 200</b>	<b>\$</b>	<b>\$ 200</b>
<b><u>Services</u></b>											
6100	Professional Services	\$ 200	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$	-	\$ 1,000	\$	\$ 1,000
6500	Miscellaneous Services	\$ 1,257	\$ 1,248	\$ 755	\$ 1,500	\$ 1,500	\$	-	\$ 1,500	\$	\$ 1,500
	Chem Can Rental										
	<b>Subtotal</b>	<b>\$ 1,457</b>	<b>\$ 2,248</b>	<b>\$ 755</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$</b>	<b>-</b>	<b>\$ 2,500</b>	<b>\$</b>	<b>\$ 2,500</b>
	<b>TOTAL</b>	<b>\$ 15,321</b>	<b>\$ 24,245</b>	<b>\$ 10,434</b>	<b>\$ 24,145</b>	<b>\$ 24,400</b>	<b>\$</b>	<b>-</b>	<b>\$ 24,400</b>	<b>\$</b>	<b>\$ 24,400</b>

**DEPARTMENTAL BUDGET NARRATIVE  
LIBRARY  
2012-2013**

<b>Personnel and Benefits</b>	<b>\$90,393</b>
<b>Operation and Maintenance</b>	<b>\$15,908</b>
<b>Supplies</b>	<b>\$5,960</b>
<b>Services</b>	<b>\$1,200</b>
<b>Fixed Assets</b>	<b>\$1,000</b>
<b>Total</b>	<b>\$114,461</b>

**Departmental Description:**

The Lago Vista Public Library is a hub of the community where local residents or visitors gather to have their recreational and informational needs met through a collection of free materials for all ages, in print and electronic format. The collection includes books, audiobooks, e-books to download on e-readers, magazines, movies and educational materials on DVDs, music CDs, and electronic databases for research and homework help. A library website hosts the catalog of materials, notifies the community of upcoming events, and provides links to numerous resources.

The library promotes literacy and the love of reading by providing a strong children's program, GED tutoring, and English as a Second Language (ESL) classes. The library enriches the quality of life for all citizens of the community by offering lifelong learning opportunities and encouraging the community to become active participants in special library programs, classes and workshops.

The library is a valuable community resource offering public access to computers with high speed Internet, wireless Internet (Wi-Fi), copying, printing and faxing services, voter registration applications, IRS forms and free tax service aide by trained AARP volunteers.

## **Personnel and Benefits:**

The library operates on a 6-day work week (48 hours per week). Currently the hours are: Monday, Wednesday, & Friday 10:00 - 6:00; Tuesday & Thursday 10:00 – 8:00; Saturday 10:00 - 2:00.

The personnel budget provides for one full time certified librarian (2,080 hours per year), two part-time assistant librarians (2,496 hours per year combined), and several substitutes who may fill in if one of the librarians is absent.

The library uses approximately 40 volunteers who perform a multitude of tasks.

An advisory board of seven members meets quarterly to assist the librarian with decision making. The Friends of the Library (FOL) organization handles donations of books and materials for the library. FOL pays for book purchases and periodical subscriptions. In the past, FOL has purchased children's tables, computers, software, printers, signs, and other items needed to enhance library services.

## **Operation and Maintenance:**

The travel budget includes mileage to continuing education classes within the central Texas region. It also provides for librarians to attend the Texas Library Association (TLA) Conference in Ft. Worth in April 2013. An education allowance covers registration fees for classes that range from \$10 to \$20 per class per person as well as the TLA Conference.

American Library Association and Texas Library Association dues of \$498 include \$427 for staff and \$71 for the Children's Program volunteer coordinator. The library's membership to the Central Texas Library System (CTLS), which until this year was free, is now \$300.

The library leases a Xerox copier/printer with fax capabilities for staff and public use at a monthly amount of \$133.94. Leasing a new phone system will have an annual cost of \$912.

As of May 2012, Time Warner no longer provides the library with free high speed cable Internet service. Currently, the library pays \$1,281 per year for the lowest basic Internet speed, which is not adequate for staff or public users of library computers. An increase to an adequate speed will have an annual cost of \$2,880. Telephone service with AT&T is estimated to be \$1,260.

A budget of \$2,500 is requested for unanticipated maintenance and repairs. Also, the budget provides \$1,200 for water and sewer services.

A miscellaneous budget of \$ 1,900 allows expenses for special programs for adults, children and teens. It also provides for a volunteer appreciation event and any unforeseen needs.

**Supplies:**

\$5,400 provides for supplies or any items necessary for day to day operations of the library such as copy paper, printer cartridges, toners, book processing supplies, plastic holders for audio books, etc. The addition of interlibrary loan (ILL) postage is the result of changes by the State Library & Archives Commission in the ILL program. Postage costs are estimated to be \$560.

**Services:**

Funds in this area provide for automated phone calls to patrons with overdue items, quarterly pest control, and technical services for library computers.

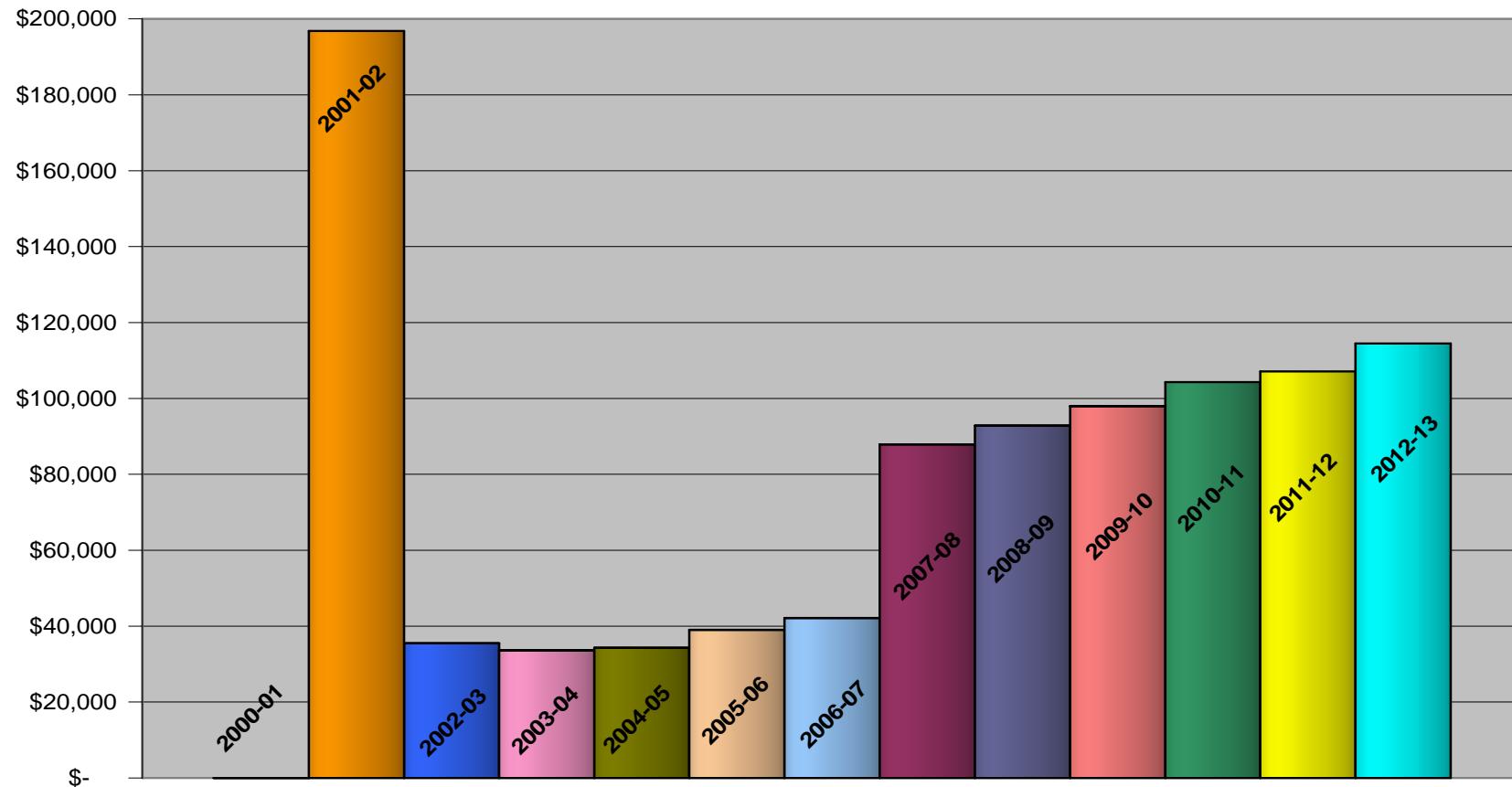
**Maintenance Agreements:**

An agreement with Xerox Corporation stipulates that the library is charged \$.0084 per black and white page and \$.099 per color page printed from the Xerox printer/fax machine. The library charges users \$0.25 per page for local faxes, \$0.50 per page for long distance faxes, \$0.10 per page for printing black and white copies and \$0.20 per page for color copies.

**Fixed Assets:**

This amount was included to replace miscellaneous pieces of old or non-functional furniture. Also, it would be available to replace any broken or malfunctioning computers, printers, or other equipment.

## Library Expenses



The increase in expenses incurred during the 2001/02 Fiscal Year were primarily due to the acquisition of the Library by the City and the booking of the facility as an asset. The expense was offset by an increase in City assets.

**LIBRARY**

**Account 10-545**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Budget Cuts 2012-13	
<b><u>Personnel &amp; Benefits</u></b>									
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 192	\$ 420	\$ 473	\$ 804	\$ 700	\$ -	\$ 700	\$ -
1020	Social Security / Medicare (7.65%)	\$ 5,381	\$ 5,569	\$ 2,748	\$ 5,492	\$ 5,576	\$ -	\$ 5,576	\$ -
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 3,835	\$ 3,350	\$ 1,803	\$ 4,139	\$ 3,903	\$ -	\$ 3,903	\$ -
1050	Health Insurance	\$ 6,064	\$ 6,086	\$ 3,043	\$ 6,086	\$ 6,999	\$ -	\$ 6,999	\$ -
1070	Workers Comp	\$ 343	\$ 322	\$ 169	\$ 313	\$ 320	\$ -	\$ 320	\$ -
1120	Librarian Jan Steele	\$ 42,518	\$ 42,840	\$ 21,622	\$ 42,840	\$ 42,436	\$ -	\$ 42,436	\$ -
1130	Assistant Librarians Louise Morris Carol Rawlins	\$ 26,816	\$ 28,280	\$ 13,500	\$ 27,271	\$ 28,280	\$ -	\$ 28,280	\$ -
					\$ 12,962				
					\$ 15,318				
1135	Substitutes/Weekend Substitute \$10 p/hr Sat. & when needed	\$ 415	\$ 1,000	\$ 130	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
1145	Longevity	\$ 588	\$ 673	\$ 673	\$ 673	\$ 774	\$ -	\$ 774	\$ -
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 404	\$ -	\$ 404	\$ -
	<b>Subtotal</b>	<b>\$ 86,152</b>	<b>\$ 88,540</b>	<b>\$ 44,162</b>	<b>\$ 88,618</b>	<b>\$ 90,393</b>	<b>\$ -</b>	<b>\$ 90,393</b>	<b>\$ -</b>

**LIBRARY**
**Account 10-545**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental	Total Budget	Adopted Budget <u>2012-13</u>
		Actual <u>09/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Budget <u>Request 2012-13</u>	Budget <u>Cuts 2012-13</u>	
<b><u>Operation &amp; Maintenance</u></b>									
4200	Travel	\$ 516	\$ 1,100	\$ 274	\$ 550	\$ 1,350	\$ -	\$ 1,350	\$ -
	Mileage & Meals for Continuing Educ. Classes & TLA Conference								\$ 1,350
4300	Education	\$ 370	\$ 1,570	\$ -	\$ 200	\$ 1,345	\$ -	\$ 1,345	\$ -
	TLA Conference & Registration (3)				\$ 1,120				
	Continuing Ed. Classes @ \$15 Per Person				\$ 225				
4333	TexShare Database Fees	\$ 77	\$ 300	\$ -	\$ 106	\$ 106	\$ -	\$ 106	\$ -
4400	Dues	\$ 533	\$ 536	\$ 427	\$ 427	\$ 798	\$ -	\$ 798	\$ -
	Am. Library Association (3)				\$ 222				
	TX. Library Association (3)				\$ 205				
	ALA - Volunteer Children's Coordinator				\$ 46		\$ -		
	TLA - Volunteer Children's Coordinator				\$ 25		\$ -		
	CTLS Library Membership				\$ 300				
4570	Rental Lease	\$ 1,607	\$ 1,607	\$ 804	\$ 1,607	\$ 1,607	\$ -	\$ 2,519	\$ -
	Color Copier/Scanner/Fax Machine \$133.94/mon								\$ 2,519
	New phone system						\$ 912		
4600	Telephone/Internet	\$ 1,065	\$ 1,100	\$ 614	\$ 1,678	\$ 1,260	\$ 2,880	\$ 4,140	\$ -
	Internet Upgrade (15x2 speed) \$240 per mo								\$ 4,140
4670	Water Service	\$ 307	\$ 360	\$ 285	\$ 511	\$ 550	\$ -	\$ 550	\$ -
4675	Sewer Service	\$ 591	\$ 540	\$ 347	\$ 700	\$ 700	\$ -	\$ 700	\$ -
4700	Maintenance and Repairs	\$ -	\$ 1,000	\$ 78	\$ 1,000	\$ 2,500	\$ -	\$ 2,500	\$ -
									\$ 2,500

**LIBRARY**
**Account 10-545**

Account Number	Account Name	Yr End	Current	6 Months	Year End		Base	Supplemental	Total Budget		Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12	Calculation	Budget 2012-13	Budget Request	Budget 2012-13	Budget Cuts	Budget 2012-13
4750	Miscellaneous Expenses	\$ 1,781	\$ 1,900	\$ -	\$ 1,700		\$ 1,900	\$ -	\$ 1,900	\$ -	\$ 1,900
	Children & Teen Program					\$ 400					
	Volunteer Appreciation Event					\$ 500					
	Miscellaneous Needs					\$ 600					
	Public Programs & Workshop					\$ 400		\$ -			
	<b>Subtotal</b>	<b>\$ 6,848</b>	<b>\$ 10,013</b>	<b>\$ 2,827</b>	<b>\$ 8,479</b>		<b>\$ 12,116</b>	<b>\$ 3,792</b>	<b>\$ 15,908</b>	<b>\$ -</b>	<b>\$ 15,908</b>
<b><u>Supplies</u></b>											
5200	Postage	\$ 16	\$ 560	\$ 8	\$ 220		\$ 560	\$ -	\$ 560	\$ -	\$ 560
	Regular Postage					\$ 20					
	Interlibrary Loans					\$ 540					
5300	Supplies	\$ 4,727	\$ 5,000	\$ 2,580	\$ 5,000		\$ 5,400	\$ -	\$ 5,400	\$ -	\$ 5,400
	<b>Subtotal</b>	<b>\$ 4,743</b>	<b>\$ 5,560</b>	<b>\$ 2,589</b>	<b>\$ 5,220</b>		<b>\$ 5,960</b>	<b>\$ -</b>	<b>\$ 5,960</b>	<b>\$ -</b>	<b>\$ 5,960</b>
<b><u>Services</u></b>											
6500	Miscellaneous Services	\$ 5,550	\$ 320	\$ -	\$ 95		\$ 300	\$ -	\$ 300	\$ -	\$ 300
	Overdue Auto-Calls @ .10 per call					\$ 100					
	Pest Control					\$ 200					
6540	Maintenance Agreements	\$ 1,014	\$ 1,650	\$ 308	\$ 800		\$ 900	\$ -	\$ 900	\$ -	\$ 900
	Xerox B/W Copies @ \$.0084 per page					\$ -					
	Xerox Color Copies @ \$.099 per page					\$ -					
	<b>Subtotal</b>	<b>\$ 6,564</b>	<b>\$ 1,970</b>	<b>\$ 308</b>	<b>\$ 895</b>		<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ 1,200</b>

**LIBRARY**

**Account 10-545**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental	Total Budget	Adopted Budget <u>2012-13</u>
		Actual <u>09/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Calculation	Budget <u>Request 2012-13</u>	

**Fixed Assets**

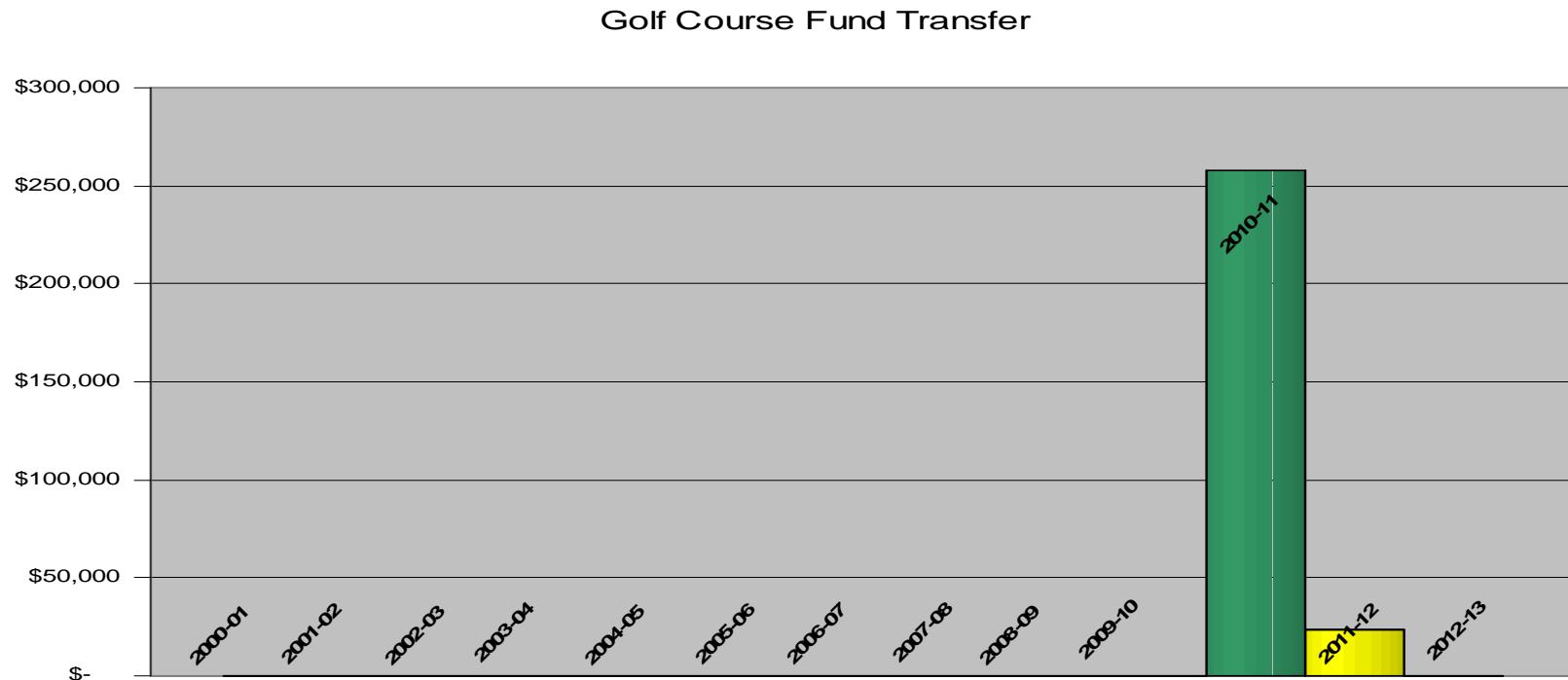
9730	Office Equipment/Furniture/Software	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
	Office Furniture and Printer									
	<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 1,000</b>
	<b>TOTAL</b>	<b>\$ 104,306</b>	<b>\$ 107,083</b>	<b>\$ 49,886</b>	<b>\$ 104,212</b>	<b>\$ 110,669</b>	<b>\$ 3,792</b>	<b>\$ 114,461</b>	<b>\$ -</b>	<b>\$ 114,461</b>

**DEPARTMENTAL BUDGET NARRATIVE  
GOLF COURSE FUND TRANSFER  
2012-13**

<b>Fixed Assets</b>	<b>\$0</b>
<b>TOTALS</b>	<b>\$0</b>

**Budget Summary:**

The 2012/13 Budget for the Golf Course Transfer totals \$0. This transfer is needed to cover the projected losses for the golf course expected for the 2012/13 Fiscal Year. This transfer will be treated as a temporary loan until such time as play at the courses has expanded to the point in which the golf course fund begins to generate a profit.



Golf Course Combined Summary

	<u>Yr End</u> <u>09/30/11</u>	<u>Current</u> <u>Budget</u> <u>2011-12</u>	<u>6 Months</u> <u>Actual YTD</u> <u>3/31/12</u>	<u>Year End</u> <u>Estimated</u> <u>9/30/12</u>	<u>Calculation</u>	<u>Base</u> <u>Budget</u> <u>2012-13</u>	<u>Supplemental</u> <u>Budget</u> <u>Request</u> <u>2012-13</u>	<u>Total Budget</u> <u>Request</u> <u>2012-13</u>	<u>Budget</u> <u>Cuts</u>	<u>Adopted</u> <u>Budget</u> <u>2012-13</u>
<u>Revenues</u>	\$ 1,157,645	\$ 1,324,500	\$ 527,147	\$ 1,225,795		\$ 1,257,685	\$ 42,900	\$ 1,300,585	\$ -	\$ 1,300,585
<u>Transfer from General Fund</u>	\$ 257,860	\$ 23,930	\$ 11,965	\$ 23,930		\$ -	\$ -	\$ -	\$ -	\$ -
<u>Combined Expenses</u>										
Personnel & Benefits	\$ 838,677	\$ 650,268	\$ 328,931	\$ 653,223		\$ 675,822	\$ 3,628	\$ 679,450	\$ -	\$ 679,450
Operations & Maintenance	\$ 203,670	\$ 148,035	\$ 81,407	\$ 156,620		\$ 137,605	\$ 44,600	\$ 182,205	\$ -	\$ 182,205
Supplies	\$ 211,905	\$ 165,550	\$ 90,330	\$ 169,108		\$ 147,550	\$ 33,750	\$ 181,300	\$ -	\$ 181,300
Services	\$ 158,982	\$ 148,400	\$ 89,260	\$ 179,638		\$ 141,700	\$ -	\$ 141,700	\$ -	\$ 141,700
Fixed Assets	\$ 311,386	\$ 236,174	\$ 128,940	\$ 236,503		\$ 121,249	\$ 13,549	\$ 134,798	\$ -	\$ 134,798
Transfer to Debt Service	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Combined Expenses	\$ 1,724,620	\$ 1,348,427	\$ 718,868	\$ 1,395,092	\$ -	\$ 1,223,926	\$ 95,527	\$ 1,319,453	\$ -	\$ 1,319,453
Surplus (deficit)	\$ (309,115)	\$ 3	\$ (179,756)	\$ (145,367)	\$ -	\$ 33,759	\$ (52,627)	\$ (18,868)	\$ -	\$ (18,868)

**GOLF COURSE FUND REVENUES**
**Account 15-410 / 15-420**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Total Budget			Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	Budget Cuts	Budget 2012-13
<b>Pro Shop</b>										
410-1100	Cart Rental	\$ 210,350	\$ 246,000	\$ 96,781	\$ 228,500	\$ 239,925	\$ -	\$ 239,925	\$ -	\$ 239,925
410-1201	Driving Range Revenue	\$ 17,228	\$ 20,000	\$ 8,841	\$ 19,000	\$ 19,200	\$ -	\$ 19,200	\$ -	\$ 19,200
410-1305	Greens Fees	\$ 395,269	\$ 431,500	\$ 192,014	\$ 440,000	\$ 431,500	\$ 30,540	\$ 462,040	\$ -	\$ 462,040
410-1310	Handicap Fees	\$ 5,000	\$ 6,100	\$ 4,475	\$ 5,400	\$ 6,100	\$ -	\$ 6,100	\$ -	\$ 6,100
410-1320	Membership Fees	\$ 272,193	\$ 323,300	\$ 121,724	\$ 305,000	\$ 309,800	\$ -	\$ 309,800	\$ -	\$ 309,800
410-1325	Pro Shop Sales	\$ 44,305	\$ 57,500	\$ 18,009	\$ 42,000	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
410-1330	Club Rental	\$ 3,290	\$ 3,600	\$ 1,107	\$ 3,266	\$ 3,600	\$ -	\$ 3,600	\$ -	\$ 3,600
410-1336	Tournament Fees - Non Taxable	\$ 39,858	\$ 57,000	\$ 12,827	\$ 57,000	\$ 57,000	\$ 5,000	\$ 62,000	\$ -	\$ 62,000
410-1340	Other Revenue	\$ 2,701	\$ 2,000	\$ 6,883	\$ 9,500	\$ 2,000	\$ 4,000	\$ 6,000	\$ -	\$ 6,000
410-1810	Long and Short	\$ 5	\$ -	\$ 36	\$ 36	\$ -	\$ -	\$ -	\$ -	\$ -
410-9101	Transfer from General Fund	\$ 257,860	\$ 23,930	\$ 11,965	\$ 23,930	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 1,248,059</b>	<b>\$ 1,170,930</b>	<b>\$ 474,661</b>	<b>\$ 1,133,632</b>	<b>\$ 1,119,125</b>	<b>\$ 39,540</b>	<b>\$ 1,158,665</b>	<b>\$ -</b>	<b>\$ 1,158,665</b>
<b>Snack Bar</b>										
420-1100	Beer & Wine Sales	\$ 85,838	\$ 104,000	\$ 46,886	\$ 102,505	\$ 104,000	\$ 3,360	\$ 107,360	\$ -	\$ 107,360
420-1200	Other Drinks - Non-Taxable	\$ 1,878	\$ 2,300	\$ 424	\$ 900	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
420-1201	Food Sales	\$ 56,492	\$ 45,000	\$ 10,313	\$ 14,300	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ 16,000
420-1205	Other Drinks - Taxable	\$ 23,239	\$ 26,200	\$ 5,927	\$ 10,000	\$ 12,200	\$ -	\$ 12,200	\$ -	\$ 12,200
420-1300	Facility Rental	\$ -	\$ -	\$ 900	\$ 3,600	\$ 5,400	\$ -	\$ 5,400	\$ -	\$ 5,400
<b>Subtotal</b>		<b>\$ 167,446</b>	<b>\$ 177,500</b>	<b>\$ 64,451</b>	<b>\$ 131,305</b>	<b>\$ 138,600</b>	<b>\$ 3,360</b>	<b>\$ 141,960</b>	<b>\$ -</b>	<b>\$ 141,960</b>
<b>Total Operating Revenues</b>		<b>\$ 1,415,505</b>	<b>\$ 1,348,430</b>	<b>\$ 539,112</b>	<b>\$ 1,264,937</b>	<b>\$ 1,257,725</b>	<b>\$ 42,900</b>	<b>\$ 1,300,625</b>	<b>\$ -</b>	<b>\$ 1,300,625</b>

**DEPARTMENTAL BUDGET NARRATIVE  
GOLF COURSE PRO SHOP & SNACK BAR  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$310,666</b>
<b>Operation &amp; Maintenance</b>	<b>\$81,711</b>
<b>Supplies</b>	<b>\$110,550</b>
<b>Services</b>	<b>\$33,700</b>
<b>Fixed Assets</b>	<b>\$60,392</b>
<b>TOTALS</b>	<b>\$597,019</b>

**Departmental Description:**

The Golf Shop staff provides all visiting golfers (citizens, non-residents, members, etc.) with all the services one would expect at a municipal golf course. To name a few, these services include booking tee times and accepting payment for greens fees, cart rental, driving range balls, golf club rental, and membership fees. The shop staff is involved in the solicitation and the overseeing of golf tournaments for both residents of Lago Vista and other golfing groups in the Austin area. The Lago Vista Golf Courses also host numerous fund-raising golf tournaments. Along with the daily routine of administrative and counter work, the staff is also involved in merchandize sales from the golf pro shops. These sales include golf balls, gloves, caps and hats, soft goods, shoes, golf bags, and clubs. A very important aspect of the staff is an overall promotion of the game of golf from teaching to rules interpretation to what is proper etiquette during a round of golf. As important as any function previously stated is the desire to promote the entire City of Lago Vista, not only its newly acquired municipal golf courses, but all of the city amenities. Another area under the department of the golf shop is the rental and maintenance of 100 electric golf carts. These carts are housed under the pro shop at the Lago Course and the cart barn at the Highlands Course. They require daily care, which includes washing, recharging and any repairs that are necessary.

The grill at the Lago Vista Golf Course is currently being leased out but the Golf Course retains all alcohol sales. Due to the limited space available at the Highlands Course, only cold pre-made sandwiches, snacks, and drinks will be available for sale.

**Budget Summary:**

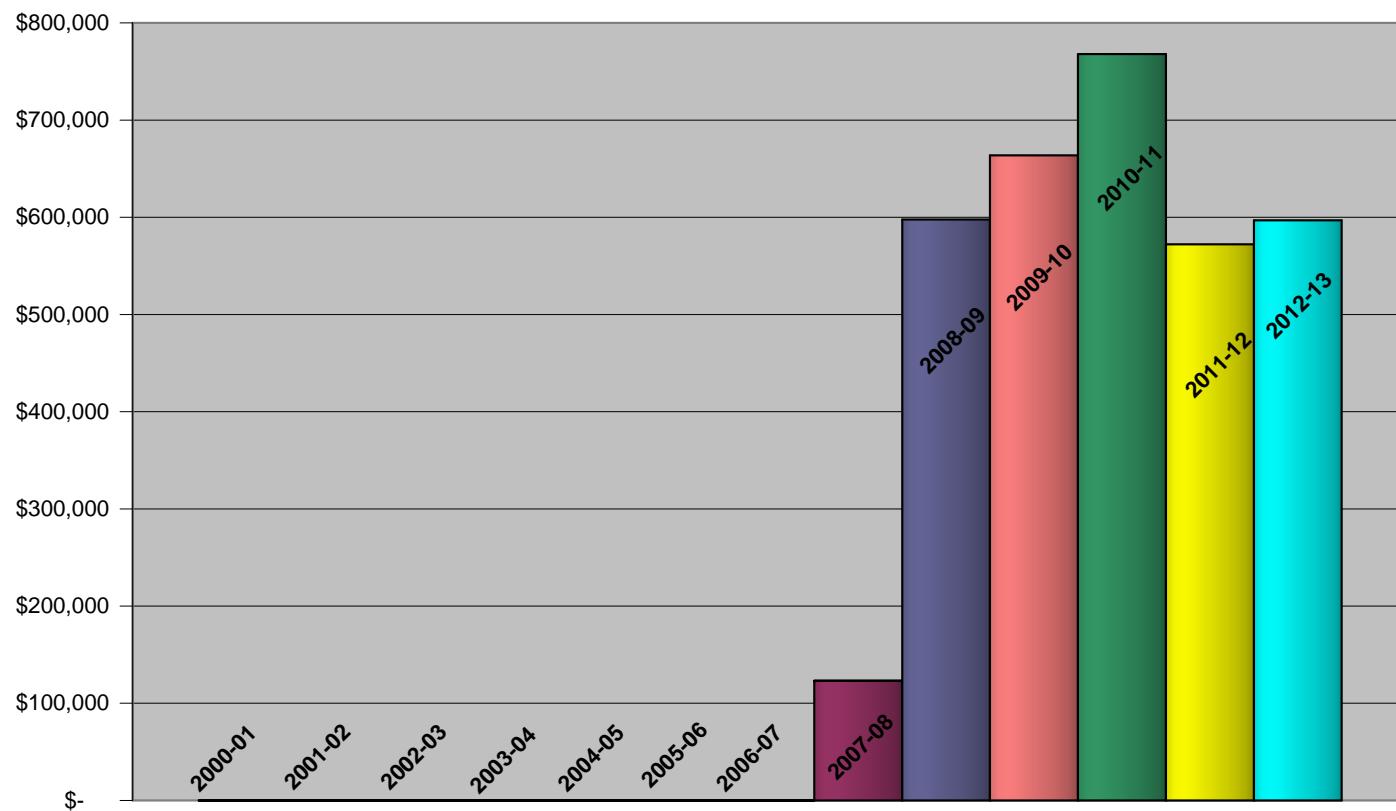
The 2012-13 Budget figure of \$597,019 is based upon many known costs and some that are anticipated through information gathered from equivalent surrounding golf courses. Several of the expenses may fluctuate, depending on the number of golfers and their activity in the golf shop and restaurant.

**Personnel:**

Current staffing levels for the Golf Course Pro Shop and Snack Bar include 11 positions as follows:

- 1 Golf Course Manager
- 1 Golf Professional
- 4 Clerk/Assistant Golf Professionals
- 5 Golf Cart Attendants

### Golf Course Pro Shop & Snack Bar Expenses



**PRO SHOP AND SNACK BAR**

**Account 15-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget	
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12		Budget Request 2012-13	Budget Request 2012-13	Cuts 2012-13	
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. per emp x 2.50%)	\$ 1,127	\$ 1,203	\$ 1,640	\$ 2,338	\$ 2,220	\$ -	\$ 2,220	\$ -	\$ 2,220
1020	Social Security / Medicare (7.65%)	\$ 20,036	\$ 15,359	\$ 8,341	\$ 16,721	\$ 16,848	\$ -	\$ 16,848	\$ -	\$ 16,848
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 19,993	\$ 13,185	\$ 7,517	\$ 13,574	\$ 12,920	\$ -	\$ 12,920	\$ -	\$ 12,920
1050	Health Insurance	\$ 52,094	\$ 36,516	\$ 19,782	\$ 38,548	\$ 49,608	\$ -	\$ 49,608	\$ -	\$ 49,608
1070	Workers Compensation	\$ 8,177	\$ 8,700	\$ 4,566	\$ 8,441	\$ 7,142	\$ -	\$ 7,142	\$ -	\$ 7,142
1100	Golf Course Manager Eric Cupit	\$ 59,812	\$ 50,519	\$ 25,462	\$ 50,519	\$ 50,115	\$ -	\$ 50,115	\$ -	\$ 50,115
1102	Golf Professional Roger Reinhardt	\$ 11,479	\$ 29,524	\$ 14,229	\$ 28,562	\$ 29,120	\$ -	\$ 29,120	\$ -	\$ 29,120
1105	Front Desk Clerks Richard Dildine Austin Shockey Sam Bradshaw Vacant	\$ 68,253	\$ 59,452	\$ 32,807	\$ 61,629	\$ 74,880	\$ -	\$ 74,880	\$ -	\$ 74,880
					\$ 19,760					
					\$ 18,720					
					\$ 18,720					
					\$ 17,680					
1120	Outside Services/Cart Keepers Eric Donnellan - Full time Aston Farries Cody Hedgedus Peter Crane Vacant	\$ 52,994	\$ 47,232	\$ 25,295	\$ 59,135	\$ 51,178	\$ -	\$ 51,178	\$ -	\$ 51,178
					\$ 16,078					
					\$ 7,800					
					\$ 11,700					
					\$ 7,800					
					\$ 7,800					

**PRO SHOP AND SNACK BAR**
**Account 15-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total	Adopted Budget
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12		Budget Request 2012-13	Budget 2012-13	
1122	Snack Bar/Grill	\$ 51,024	\$ -	\$ 4,691	\$ 4,691	\$ -	\$ -	\$ -	\$ -
1144	Car Allowance (Golf Course Manager \$425 x 12 mos)	\$ 5,296	\$ 5,100	\$ 2,550	\$ 5,100	\$ 5,100	\$ -	\$ 5,100	\$ 5,100
1274	Overtime	\$ 13,979	\$ 8,000	\$ 3,075	\$ 8,000	\$ 8,000	\$ -	\$ 8,000	\$ 8,000
1145	Longevity	\$ 900	\$ 943	\$ 943	\$ 943	\$ 1,111	\$ -	\$ 1,111	\$ 1,111
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 2,424	\$ -	\$ 2,424	\$ 2,424
	<b>Subtotal</b>	<b>\$ 365,164</b>	<b>\$ 275,733</b>	<b>\$ 150,897</b>	<b>\$ 298,201</b>	<b>\$ 310,666</b>	<b>\$ -</b>	<b>\$ 310,666</b>	<b>\$ -</b>
									<b>\$ 310,666</b>

**Operation & Maintenance**

4000	Liability/Property Insurance	\$ 4,137	\$ 4,214	\$ 1,707	\$ 3,101	\$ 233	\$ 3,411	\$ -	\$ 3,411	\$ -	\$ 3,411
	Liability					\$ 1,312					
	Property					\$ 1,588					
	Errors and Omissions					\$ 140					
	Vehicle Liability					\$ 137					
4200	Travel	\$ 140	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500	
	Misc. Travel										
4300	Education	\$ 40	\$ 250	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500	
	PGA										
4400	Dues (PGA)	\$ 581	\$ 500	\$ 95	\$ 500	\$ 500	\$ -	\$ 500	\$ -	\$ 500	
4570	Rental/Lease	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

**PRO SHOP AND SNACK BAR**

**Account 15-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget	
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12		Budget Request 2012-13	Total Budget		
					Calculation		Budget Request 2012-13	Budget Cuts 2012-13		
4575	Bank Charges Credit Card Charges	\$ 20,088	\$ 20,000	\$ 8,868	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 20,000
4600	Telephone	\$ 5,113	\$ 4,500	\$ 4,138	\$ 8,276	\$ 4,500	\$ 3,800	\$ 8,300	\$ -	\$ 8,300
4650	Electric	\$ 24,212	\$ 26,000	\$ 10,198	\$ 22,000	\$ 24,000	\$ -	\$ 24,000	\$ -	\$ 24,000
4670	Water Service	\$ 4,070	\$ 3,900	\$ 2,087	\$ 4,200	\$ 3,900	\$ 300	\$ 4,200	\$ -	\$ 4,200
4675	Sewer Service	\$ 1,068	\$ 1,300	\$ 504	\$ 1,008	\$ 1,300	\$ -	\$ 1,300	\$ -	\$ 1,300
4680	Cable TV Service Time Warner Cable	\$ 2,513	\$ 1,000	\$ 368	\$ 736	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
4700	Maintenance/Repairs	\$ 2,790	\$ 4,000	\$ 1,414	\$ 5,000	\$ 4,000	\$ 5,000	\$ 9,000	\$ -	\$ 9,000
4715	Maint/Repair Unanticipated	\$ 6,640	\$ 1,500	\$ 795	\$ 8,000	\$ 1,500	\$ 6,500	\$ 8,000	\$ -	\$ 8,000
4750	Miscellaneous Expenses	\$ 1,853	\$ 1,000	\$ 6,531	\$ 6,531	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
<b>Subtotal</b>		<b>\$ 73,244</b>	<b>\$ 68,664</b>	<b>\$ 44,704</b>	<b>\$ 79,352</b>	<b>\$ 66,111</b>	<b>\$ 15,600</b>	<b>\$ 81,711</b>	<b>\$ -</b>	<b>\$ 81,711</b>

**Supplies**

5200	Postage	\$ -	\$ 50	\$ -	\$ -	\$ 50	\$ -	\$ 50	\$ -	\$ 50
5300	Supplies	\$ 6,954	\$ 6,000	\$ 4,359	\$ 6,000	\$ 6,000	\$ 1,000	\$ 7,000	\$ -	\$ 7,000
5301	Pro Shop Inventory	\$ 33,179	\$ 25,000	\$ 14,459	\$ 24,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
5302	Snack Bar Supplies	\$ 10,779	\$ 5,000	\$ 5,643	\$ 7,500	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
5303	Snack Bar Food	\$ 33,560	\$ 18,000	\$ 6,633	\$ 13,000	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000

**PRO SHOP AND SNACK BAR**
**Account 15-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget	
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12		Budget Request	Total Budget 2012-13		
					Calculation		Budget Request 2012-13	Budget Cuts		
5304	Snack Bar Drinks	\$ 16,881	\$ 15,000	\$ 4,859	\$ 10,000	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000
5305	Snack Bar Beer & Wine	\$ 35,290	\$ 35,000	\$ 21,841	\$ 44,000	\$ 35,000	\$ 10,000	\$ 45,000	\$ -	\$ 45,000
5306	Pro Shop Supplies	\$ 592	\$ 1,500	\$ 368	\$ 800	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500
<b>Subtotal</b>		<b>\$ 137,235</b>	<b>\$ 105,550</b>	<b>\$ 58,162</b>	<b>\$ 105,300</b>	<b>\$ 99,550</b>	<b>\$ 11,000</b>	<b>\$ 110,550</b>	<b>\$ -</b>	<b>\$ 110,550</b>
<b>Services</b>										
6100	Professional Services	\$ 5,873	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
6135	Contract Services TGA - GHIN Handicap	\$ 5,160	\$ 5,000	\$ 3,009	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
6500	Miscellaneous Services Abel Lopez	\$ 4,471	\$ 2,000	\$ 150	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
6540	Maintenance Agreements ADT Club Prophet System Janitor Service Northshore Computers	\$ 9,041	\$ 17,000	\$ 8,170	\$ 16,340	\$ 17,000	\$ -	\$ 17,000	\$ -	\$ 17,000
6550	Advertising Yellow Pager Golfers Guide Magazine Local Paper	\$ 13,013	\$ 8,000	\$ 1,111	\$ 6,000	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000
6560	Promotional	\$ -	\$ 400	\$ -	\$ -	\$ 400	\$ -	\$ 400	\$ -	\$ 400

**PRO SHOP AND SNACK BAR**

**Account 15-510**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total	Adopted Budget	
		Actual	Budget	Actual YTD	Estimate		Budget	Budget		
		9/30/11	2011-12	3/31/12	9/30/12		Calculation	Request		
6600	Trash Service IESI - Austin	\$ 5,285	\$ 6,000	\$ 3,099	\$ 6,198	\$ 1,300	\$ -	\$ 1,300	\$ -	\$ 1,300
	<b>Subtotal</b>	<b>\$ 42,842</b>	<b>\$ 39,400</b>	<b>\$ 15,539</b>	<b>\$ 33,538</b>	<b>\$ 33,700</b>	<b>\$ -</b>	<b>\$ 33,700</b>	<b>\$ -</b>	<b>\$ 33,700</b>
<b><u>Fixed Assets</u></b>										
9100	Golf Carts - Principal (\$248,220)	\$ 86,489	\$ 22,010	\$ 21,993	\$ 21,993	\$ -	\$ -	\$ -	\$ -	\$ -
9101	Golf Carts - Principal (\$170,440)	\$ 54,597	\$ 56,786	\$ 28,105	\$ 56,786	\$ 58,981	\$ -	\$ 58,981	\$ -	\$ 58,981
9105	Golf Carts - Interest	\$ 2,547	\$ 253	\$ 255	\$ 255	\$ -	\$ -	\$ -	\$ -	\$ -
9106	Golf Carts - Interest	\$ 5,794	\$ 3,606	\$ 2,091	\$ 3,606	\$ 1,411	\$ -	\$ 1,411	\$ -	\$ 1,411
	<b>Subtotal</b>	<b>\$ 149,427</b>	<b>\$ 82,655</b>	<b>\$ 52,443</b>	<b>\$ 82,640</b>	<b>\$ 60,392</b>	<b>\$ -</b>	<b>\$ 60,392</b>	<b>\$ -</b>	<b>\$ 60,392</b>
	<b>Total</b>	<b>\$ 767,912</b>	<b>\$ 572,002</b>	<b>\$ 321,746</b>	<b>\$ 599,030</b>	<b>\$ 570,419</b>	<b>\$ 26,600</b>	<b>\$ 597,019</b>	<b>\$ -</b>	<b>\$ 597,019</b>

**DEPARTMENTAL BUDGET NARRATIVE  
GOLF COURSE MAINTENANCE  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$368,784</b>
<b>Operation &amp; Maintenance</b>	<b>\$100,494</b>
<b>Supplies</b>	<b>\$ 70,750</b>
<b>Services</b>	<b>\$108,000</b>
<b>Fixed Assets</b>	<b>\$ 74,406</b>
<b>TOTALS</b>	<b>\$722,434</b>

**Departmental Description:**

The golf course maintenance crew is charged with the responsibility of overseeing 156 acres of one of the most scenic golf courses in Texas and now, additionally, 119 acres at the Highland Lakes Golf Course. The ability of this crew to grow and mow Bermuda grass directly affects the appearance and beauty that we strive for at both Lago Vista Golf Courses. More precisely, these are areas that the maintenance crew must address:

1. Irrigation System - they have to make sure that it is 100% operational at all times. This includes fixing leaks in the lines and working on irrigational heads that are mal-functioning. They are also responsible for the electrical and hydraulic systems that make this whole system work. The maintenance crew is also involved with expanding our present irrigation system.
2. Growing Grass - Both Lago Vista Golf Courses have Bermuda grass tees, fairways and greens. The formal name for the grass on the putting surfaces is Dwarf Tiff Bermuda, which is a hybrid of common Bermuda. The key to success for grass growing on a golf course is abundant water, fertilization and the application of the proper chemicals at the right time. It also calls for verti-cutting and aerification periodically.

3. Mowing grass - A considerable percentage of time is spent on mowing. Greens are usually mowed at 5/32", fairways at 1/2", and roughs at 1 1/2". In order to accomplish this, special mowers are required, which leads to:
4. Equipment Maintenance - Each employee is responsible for treating his particular piece of machinery as if it were his own. Washing, greasing, oiling, etc., of all machinery is done on a schedule that keeps mowers, utility vehicles, spreaders, etc., in the best condition possible.
5. General Golf Course Maintenance - Besides the obvious areas previously stated, our crew maintains sand bunkers, weed eats continuously, maintains the maintenance area and the golf shop grounds, and trims trees when necessary. They also work 7 days a week (split shifts), because mowing greens and changing the hole position on the greens is required daily.
6. New equipment for the Highland Lakes Golf Course and the Lago Vista Golf Course – 2 new trim mowers, 1 new utility vehicle (gator), and 1 new greens roller. The trim mowers and utility vehicle that were purchased with the two courses are no longer operational and need to be replaced. The greens roller will improve the putting surfaces dramatically making them smoother and more appealing to all golfers. These additions will give the Lago and Highlands Courses the necessary equipment to maintain the golf course.

### **Budget Summary:**

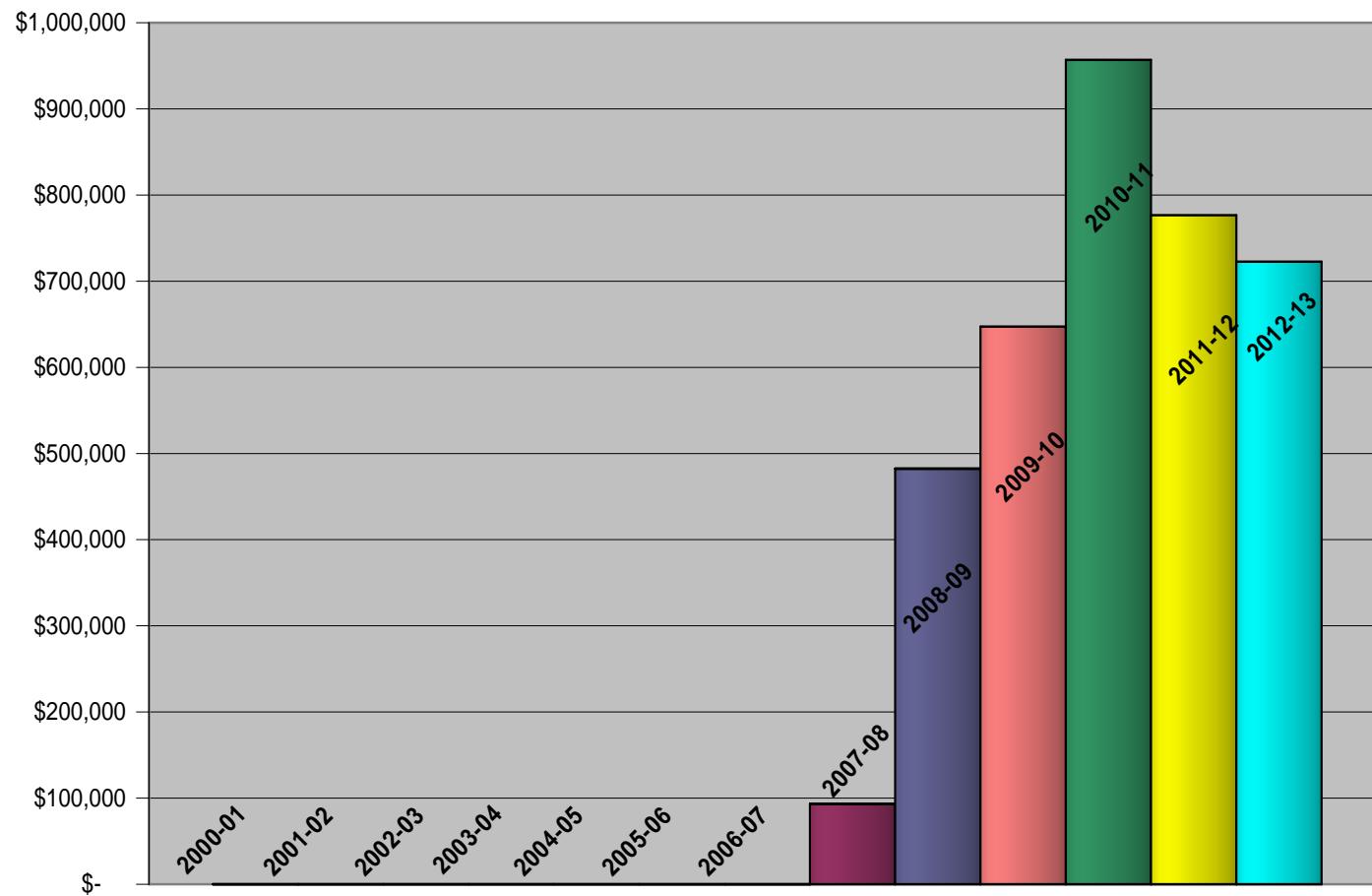
The budget for the golf courses is a composite of information acquired from our first two years of operation. This should be a more predictable budget than the golf shop because of the stability of pricing on tools, machinery, chemicals, sand, fertilizers, etc. Information and experience gathered over the past 4 years has influenced the 12-13 Budget. Once again the plan is to overseed the Lago Course with "winter grass" sometime in October to provide our patrons with the full beauty that Lago Vista Golf Course has to offer. Present plans are to overseed tee boxes and greens at Highlands.

### **Personnel:**

Current staffing levels for the Maintenance Department include 13 positions as follows:

- 1 Greens Superintendent
- 1 Crew Leader/ Irrigation Technician
- 11 Maintenance Employees

### Golf Course Maintenance Expenses



**GROUNDS MAINTENANCE BUDGET**
**Account 15-530**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget	Adopted	
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12			2012-13	2012-13	Budget Cuts
<b>Personnel &amp; Benefits</b>										
1010	State Unemployment Tax (TWC) (First \$9,000 per employee x 2.50%)	\$ 1,605	\$ 1,620	\$ 1,864	\$ 3,306	\$ 2,700	\$ -	\$ 2,700	\$ -	\$ 2,700
1020	Social Security / Medicare (7.65%)	\$ 24,553	\$ 19,415	\$ 9,086	\$ 18,681	\$ 19,641	\$ 258	\$ 19,899	\$ -	\$ 19,899
1030	TMRS ( 7.29%-3 mos / 6.78% - 9 mos)	\$ 28,577	\$ 18,997	\$ 9,635	18,395	\$ 17,351	\$ -	\$ 17,351	\$ -	\$ 17,351
1050	Health Insurance	\$ 84,469	\$ 70,122	\$ 30,227	\$ 60,167	\$ 60,895	\$ -	\$ 60,895	\$ -	\$ 60,895
1070	Workers Compensation	\$ 7,789	\$ 10,592	\$ 5,558	\$ 10,276	\$ 7,828	\$ -	\$ 7,828	\$ -	\$ 7,828
1100	Crew Leader / Irrigation Diego Navarro	\$ 60,732	\$ 26,648	\$ 13,628	\$ 26,750	\$ 29,182	\$ -	\$ 29,182	\$ -	\$ 29,182
1105	Maintenance Personnel Marvin Judson Sergio Resendis Nolan Pabst Charles Ezzell Jose Martinez Brian Guillen Michael Hatchett Dale Beck Jaime Martinez Vincente Andrade Vacant	\$ 242,581	\$ 216,266	\$ 102,664	\$ 206,638	\$ 9,110	\$ 3,370	\$ 214,823	\$ -	\$ 214,823
						\$ 23,566	\$ 250			
						\$ 32,136				
						\$ 17,680	\$ 1,040			
						\$ 18,720				
						\$ 17,680	\$ 1,040			
						\$ 20,800				
						\$ 17,680	\$ 1,040			
						\$ 18,720				
						\$ 17,680				
						\$ 17,680				
1274	Overtime	\$ 22,377	\$ 10,000	\$ 4,564	\$ 10,000	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000
1145	Longevity	\$ 830	\$ 875	\$ 808	\$ 808	\$ 875	\$ -	\$ 875	\$ -	\$ 875
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 3,232	\$ -	\$ 3,232	\$ -	\$ 3,232

**GROUNDS MAINTENANCE BUDGET**
**Account 15-530**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget	Total Budget	Adopted		
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12				2012-13	2012-13	
<b>Subtotal</b>		\$ 473,513	\$ 374,535	\$ 178,034	\$ 355,022	\$ 365,156	\$ 3,628	\$ 368,784	\$ -	\$ 368,784	
<b><u>Operation &amp; Maintenance</u></b>											
4000	Liability/Property Insurance	\$ 3,840	\$ 3,825	\$ 1,598	\$ 2,680	\$ 2,948	\$ -	\$ 2,948	\$ -	\$ 2,948	
	Liability				\$ 289						
	Property				\$ 1,627						
	Errors and Omissions				\$ 1,033						
4110	Uniform	\$ 8,866	\$ 6,096	\$ 4,704	\$ 9,400	\$ 6,096	\$ -	\$ 6,096	\$ -	\$ 6,096	
	Uniform (Purchase)										
	Steel Toe Boots (\$130*4)										
4200	Travel	\$ 331	\$ 400	\$ 166	\$ 300	\$ 400	\$ -	\$ 400	\$ -	\$ 400	
4300	Education	\$ 100	\$ 1,000	\$ 440	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	
4400	Dues & Subscriptions	\$ 12	\$ 250	\$ -	\$ 250	\$ 250	\$ -	\$ 250	\$ -	\$ 250	
4570	Rental/Lease	\$ 2,003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	US Rental (Small Rock Saw/Back Hoe)										
4600	Telephone / Cell Phones / Pagers	\$ 1,593	\$ 900	\$ 818	\$ 1,600	\$ 900	\$ 700	\$ 1,600	\$ -	\$ 1,600	
4650	Electric	\$ 49,607	\$ 42,000	\$ 12,319	\$ 24,638	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000	
	To include Rest Rooms										
4670	Water Service - Rest Rooms	\$ 1,238	\$ 1,200	\$ 644	\$ 1,300	\$ 1,200	\$ 100	\$ 1,300	\$ -	\$ 1,300	
4675	Sewer Service - Rest Rooms	\$ 1,054	\$ 1,200	\$ 679	\$ 1,400	\$ 1,200	\$ 200	\$ 1,400	\$ -	\$ 1,400	
4700	Equipment Repairs & Maintenance	\$ 31,578	\$ 11,500	\$ 10,087	\$ 24,000	\$ 11,500	\$ 13,500	\$ 25,000	\$ -	\$ 25,000	

**GROUNDS MAINTENANCE BUDGET**
**Account 15-530**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget	Total Budget		Adopted	
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12			Request 2012-13	Budget Cuts	Budget 2012-13	
4705	Irrigation Maintenance & Repairs	\$ 20,827	\$ 6,000	\$ 1,973	\$ 4,000	\$ 6,000	\$ 10,000	\$ 16,000	\$ -	\$ 16,000	
4710	Golf Cart Maintenance & Repairs	\$ 4,256	\$ 4,000	\$ 2,553	\$ 5,000	\$ 4,000	\$ 3,000	\$ 7,000	\$ -	\$ 7,000	
4725	Vehicle Maintenance & Repairs	\$ 2,587	\$ 500	\$ 41	\$ 300	\$ 500	\$ -	\$ 500	\$ -	\$ 500	
4750	Miscellaneous Expenses	\$ 2,535	\$ 500	\$ 680	\$ 1,400	\$ 500	\$ 1,500	\$ 2,000	\$ -	\$ 2,000	
	<b>Subtotal</b>	<b>\$ 130,426</b>	<b>\$ 79,371</b>	<b>\$ 36,702</b>	<b>\$ 77,268</b>	<b>\$ 71,494</b>	<b>\$ 29,000</b>	<b>\$ 100,494</b>	<b>\$ -</b>	<b>\$ 100,494</b>	
<b><u>Supplies</u></b>											
5300	Supplies	\$ 10,300	\$ 4,000	\$ 3,299	\$ 5,000	\$ 4,000	\$ 1,000	\$ 5,000	\$ -	\$ 5,000	
5305	Small Tools	\$ 1,956	\$ 1,250	\$ 903	\$ 1,250	\$ 1,250	\$ 750	\$ 2,000	\$ -	\$ 2,000	
	1 Weed Eater										
	1 Chain Saw										
	1 Push Mower										
	Misc.										
5400	Fuel/Lubricants	\$ 29,979	\$ 9,500	\$ 17,205	\$ 25,000	\$ 9,500	\$ 20,000	\$ 29,500	\$ -	\$ 29,500	
5430	Chemicals	\$ 10,943	\$ 15,000	\$ 3,836	\$ 8,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	
5435	Fertilizer	\$ 8,956	\$ 17,000	\$ 2,885	\$ 9,500	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	
5440	Sand & Soil	\$ 12,109	\$ 11,000	\$ -	\$ 11,000	\$ 11,000	\$ -	\$ 11,000	\$ -	\$ 11,000	
5445	Seed	\$ -	\$ 2,000	\$ 3,808	\$ 3,808	\$ 2,000	\$ 1,000	\$ 3,000	\$ -	\$ 3,000	
5450	Other Materials & Supplies	\$ 427	\$ 250	\$ 233	\$ 250	\$ 250	\$ -	\$ 250	\$ -	\$ 250	
	<b>Subtotal</b>	<b>\$ 74,670</b>	<b>\$ 60,000</b>	<b>\$ 32,168</b>	<b>\$ 63,808</b>	<b>\$ 48,000</b>	<b>\$ 22,750</b>	<b>\$ 70,750</b>	<b>\$ -</b>	<b>\$ 70,750</b>	

**GROUNDS MAINTENANCE BUDGET**
**Account 15-530**

Account Number	Account Name	Yr End Actual 9/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimate 9/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request	Total Budget 2012-13	Budget Cuts	Adopted Budget 2012-13
<b><u>Services</u></b>											
6135	Contract Services Electrician	\$ 1,373	\$ 3,000	\$ -	\$ -		\$ 2,000		\$ 2,000	\$ -	\$ 2,000
6150	Greens Keeper	\$ 76,748	\$ 65,000	\$ 35,888	\$ 71,000		\$ 65,000	\$ -	\$ 65,000	\$ -	\$ 65,000
6430	Bulk Water Services	\$ 32,357	\$ 36,000	\$ 36,311	\$ 72,000		\$ 36,000		\$ 36,000	\$ -	\$ 36,000
6500	Miscellaneous Services Frank Ornealias IT - Northshore Computers Pat Callahan	\$ 5,162	\$ 5,000	\$ 1,523	\$ 3,100		\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
6600	Disposal Services	\$ 501	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 116,140</b>	<b>\$ 109,000</b>	<b>\$ 73,721</b>	<b>\$ 146,100</b>		<b>\$ 108,000</b>	<b>\$ -</b>	<b>\$ 108,000</b>	<b>\$ -</b>	<b>\$ 108,000</b>
<b><u>Fixed Assets</u></b>											
9715	Construction Costs	\$ 16,503	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9720	08 Maint Equip Prin (\$310,174.08)	\$ 79,373	\$ 82,942	\$ 41,010	\$ 82,942		\$ -	\$ -	\$ -	\$ -	\$ -
9725	08 Maint Equip Int	\$ 5,969	\$ 2,398	\$ 1,662	\$ 2,398		\$ -	\$ -	\$ -	\$ -	\$ -
9732	09 F150 Pick Up - Prin	\$ 4,991	\$ 2,578	\$ 2,578	\$ 2,578		\$ -	\$ -	\$ -	\$ -	\$ -
9733	09 F150 Pick Up - Int	\$ 246	\$ 41	\$ 48	\$ 48		\$ -	\$ -	\$ -	\$ -	\$ -
9734	10 HLGC Maint Equip Princ (\$96,475.40)	\$ 31,174	\$ 32,445	\$ 16,024	\$ 32,445		\$ 25,141	\$ -	\$ 25,141	\$ -	\$ 25,141
9735	10 HLGC Maint Equip Interest	\$ 2,978	\$ 1,707	\$ 1,053	\$ 1,707		\$ 473	\$ -	\$ 473	\$ -	\$ 473

**GROUNDS MAINTENANCE BUDGET**
**Account 15-530**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget	Adopted
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12			2012-13	Budget 2012-13
9736	10 HLGC Tractor Princ (\$28,500)	\$ 9,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9737	10 HLGC Tractor Interest	\$ 748	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9738	11 Rotary Mower - Principal (\$17,898.95)	\$ 2,855	\$ 5,852	\$ 2,892	\$ 5,852	\$ 6,077	\$ -	\$ 6,077	\$ 6,077
9739	11 Rotary Mower - Interest	\$ 315	\$ 489	\$ 278	\$ 489	\$ 264	\$ -	\$ 264	\$ 264
9740	11 4WD Tractor - Principal (\$42,083.58)	\$ 7,103	\$ 13,759	\$ 6,800	\$ 13,759	\$ 14,289	\$ -	\$ 14,289	\$ 14,289
9741	11 4WD Tractor - Interest	\$ 351	\$ 1,151	\$ 655	\$ 1,151	\$ 620	\$ -	\$ 620	\$ 620
9742	Front Loader Tractor - Principal	\$ -	\$ 1,198	\$ 354	\$ 1,069	\$ 1,463	\$ -	\$ 1,463	\$ 1,463
9743	Front Loader Tractor - Interest	\$ -	\$ 129	\$ 33	\$ 91	\$ 84	\$ -	\$ 84	\$ 84
9744	Bunker Rake - Principal	\$ -	\$ 3,656	\$ 887	\$ 2,680	\$ 3,667	\$ -	\$ 3,667	\$ 3,667
9745	Bunker Rake - Interest	\$ -	\$ 395	\$ 83	\$ 229	\$ 211	\$ -	\$ 211	\$ 211
9746	Greens Mower - Principal	\$ -	\$ 4,313	\$ 1,958	\$ 5,919	\$ 8,101	\$ -	\$ 8,101	\$ 8,101
9747	Greens Mower - Interest	\$ -	\$ 466	\$ 184	\$ 507	\$ 466	\$ -	\$ 466	\$ 466
9748	Greens Roller - Prinipal					\$ 2,194	\$ 2,194		\$ 2,194
9749	Greens Roller - Interest					\$ 301	\$ 301		\$ 301
9750	Gator - Principal					\$ 1,313	\$ 1,313		\$ 1,313
9751	Gator - Interest					\$ 179	\$ 179		\$ 179

**GROUNDS MAINTENANCE BUDGET**
**Account 15-530**

Account <u>Number</u>	Account <u>Name</u>	Yr End <u>Actual 9/30/11</u>	Current Budget <u>2011-12</u>	6 Months Actual YTD <u>3/31/12</u>	Year End Estimate <u>9/30/12</u>	<u>Calculation</u>	Base Budget <u>2012-13</u>	Supplemental Budget <u>Request</u>	Total Budget <u>2012-13</u>	Budget <u>Cuts</u>	Adopted Budget <u>2012-13</u>
9752	Trim Mower - Principal						\$ 4,205	\$ 4,205			\$ 4,205
9753	Trim Mower - Interest						\$ 576	\$ 576			\$ 576
9754	Trim Mower #2 - Principal						\$ 4,205	\$ 4,205			\$ 4,205
9755	Trim Mower #2 - Interest						\$ 576	\$ 576			\$ 576
<b>Subtotal</b>		\$ 161,959	\$ 153,519	\$ 76,497	\$ 153,863		\$ 60,857	\$ 13,549	\$ 74,406	\$ -	\$ 74,406
<b>Total</b>		\$ 956,708	\$ 776,425	\$ 397,122	\$ 796,060		\$ 653,507	\$ 68,927	\$ 722,434	\$ -	\$ 722,434

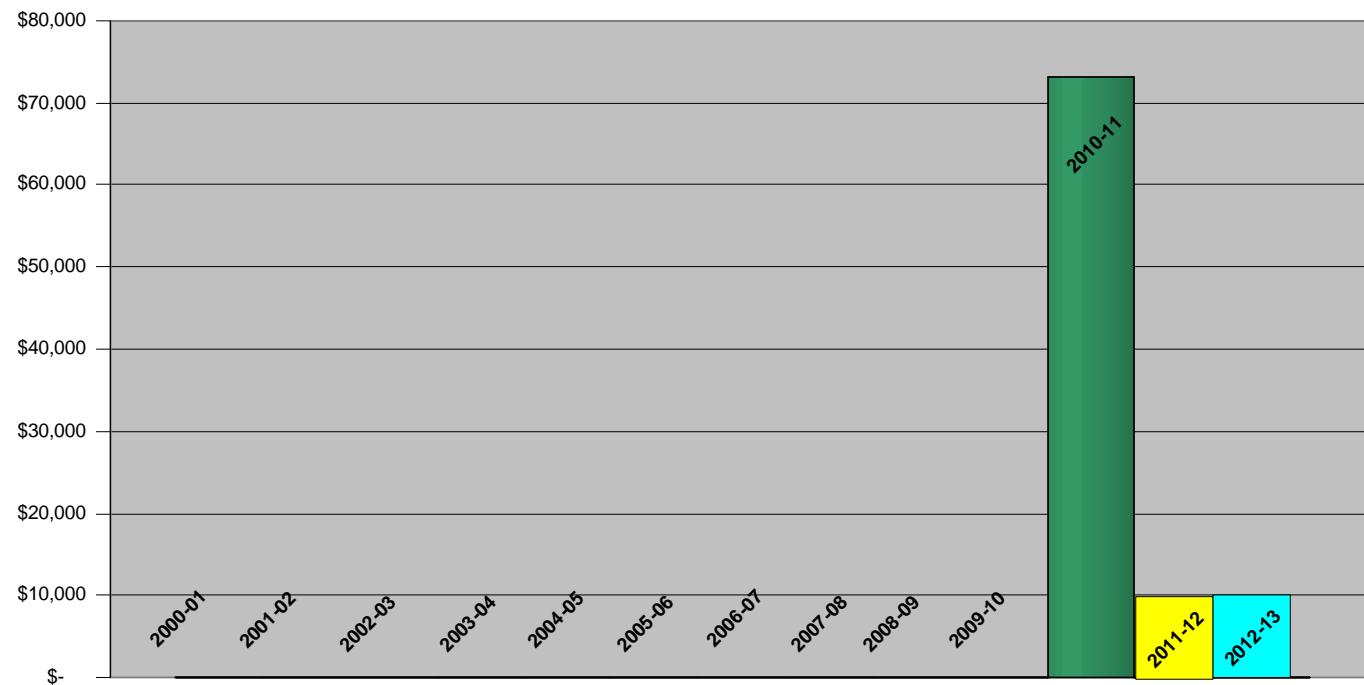
**DEPARTMENTAL BUDGET NARRATIVE  
DEBT SERVICE FUND TRANSFER  
2012-13**

<b>Fixed Assets</b>	<b>\$0</b>
<b>TOTALS</b>	<b>\$0</b>

**Budget Summary:**

The 2012/13 Budget for the Utility Fund includes a transfer of \$0 to the Debt Service Fund to cover the cost of debt service expenses created due to the short term Tax Note issued for the purchase of the Highland Lakes Golf Course.

### Debt Service Fund Transfer



## UTILITY FUND REVENUES

### FUND 30

Account Number	Account Name	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimate 09/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request 2012-13	Total Budget 2012-13	Budget Cuts	Adopted Budget 2012-13
<b>General Operations</b>											
450-1410	Investment Interest	\$ 650	\$ 750	\$ 210	\$ 420		\$ 500	\$ -	\$ 500	\$ -	\$ 500
450-1420	Utility Extension Request Fee	\$ 1,505	\$ 1,250	\$ 1,015	\$ 1,250		\$ 1,250	\$ -	\$ 1,250	\$ -	\$ 1,250
450-1425	Trans from Bond for Labor/Equip	\$ 178,385	\$ 200,000	\$ -	\$ 200,000		\$ 200,000	\$ 200,000	\$ 400,000	\$ -	\$ 400,000
450-1430	Credit Card Service Fee	\$ 10,133	\$ 9,000	\$ 5,141	\$ 10,000		\$ 9,000	\$ -	\$ 9,000	\$ -	\$ 9,000
450-1601	PID Administration	\$ -	\$ -	\$ -	\$ -		\$ 15,000		\$ 15,000	\$ -	\$ 15,000
450-1602	PID Inspections	\$ -	\$ -	\$ -	\$ -		\$ 35,000		\$ 35,000	\$ -	\$ 35,000
450-1810	Cash Long and Short	\$ (7)	\$ -	\$ 25	\$ 25		\$ -	\$ -	\$ -	\$ -	\$ -
450-9800	Other Resources	\$ 19,532	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 210,198</b>	<b>\$ 211,000</b>	<b>\$ 6,391</b>	<b>\$ 211,695</b>		<b>\$ 260,750</b>	<b>\$ 200,000</b>	<b>\$ 460,750</b>	<b>\$ -</b>	<b>\$ 460,750</b>
<b>Water Services</b>											
460-4100	Service Fees	\$ 2,086,862	\$ 1,633,170	\$ 841,579	\$ 1,786,740		\$ 1,649,502	\$ 82,475	\$ 1,731,977	\$ -	\$ 1,731,977
460-4200	Facility Charges	\$ 420	\$ -	\$ 183	\$ 183		\$ -	\$ -	\$ -	\$ -	\$ -
460-4300	Water Tap Fees	\$ 22,700	\$ 30,000	\$ 22,500	\$ 33,000		\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000
460-4360	Water Extensions	\$ 8,500	\$ 5,000	\$ -	\$ -		\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000
460-4400	Other Revenue	\$ 25,813	\$ 10,000	\$ 15,929	\$ 20,000		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
460-4425	Fire Hydrant Deposit	\$ 500	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
460-4500	Penalties - Service Accounts	\$ 62,381	\$ 15,000	\$ 33,480	\$ 35,000		\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000
460-4510	Water Facility - P & I	\$ 145	\$ 100	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
460-4740	Rebate Utility Service Line	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 2,207,321</b>	<b>\$ 1,693,270</b>	<b>\$ 913,671</b>	<b>\$ 1,874,923</b>		<b>\$ 1,707,502</b>	<b>\$ 82,475</b>	<b>\$ 1,789,977</b>	<b>\$ -</b>	<b>\$ 1,789,977</b>
<b>Sewer Services</b>											
470-4100	Service Fees	\$ 1,478,051	\$ 1,489,547	\$ 745,734	\$ 1,494,489		\$ 1,509,434	\$ 75,472	\$ 1,584,906	\$ -	\$ 1,584,906
470-4200	Facility Charges	\$ 415	\$ -	\$ 158	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
470-4310	Sewer Tap Fees	\$ 27,000	\$ 30,000	\$ 25,500	\$ 26,000		\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000
470-4360	Sewer Extensions	\$ 15,405	\$ 15,000	\$ 2,034	\$ 5,000		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
470-4400	Other Revenue	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
470-4510	Facility Charges - P & I	\$ 130	\$ 30	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 1,521,001</b>	<b>\$ 1,534,577</b>	<b>\$ 773,425</b>	<b>\$ 1,525,489</b>		<b>\$ 1,549,434</b>	<b>\$ 75,472.00</b>	<b>\$ 1,624,906</b>	<b>\$ -</b>	<b>\$ 1,624,906</b>
<b>Total Operating Revenues</b>		<b>\$ 3,938,519</b>	<b>\$ 3,438,847</b>	<b>\$ 1,693,487</b>	<b>\$ 3,612,107</b>		<b>\$ 3,517,686</b>	<b>\$ 357,947</b>	<b>\$ 3,875,633</b>	<b>\$ -</b>	<b>\$ 3,875,633</b>

**DEPARTMENTAL BUDGET NARRATIVE  
UTILITY ADMINISTRATION  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$322,378</b>
<b>Operation &amp; Maintenance</b>	<b>\$47,459</b>
<b>Supplies</b>	<b>\$20,765</b>
<b>Services</b>	<b>\$44,886</b>
<b>Fixed Assets</b>	<b>\$2,800</b>
<b>TOTALS</b>	<b>\$448,288</b>

**Departmental Description:**

The Utility Administration Division provides for expenditures related to the administration of the Utility Department. This Division provides for all utility and solid waste service billing activities and work orders for water and sewer taps and extensions. The Division also provides for customer service activities related to most City services including Utilities, Streets and citizen complaints and inquiries. In addition, the Division provides for the overall management and supervision of the Utility and Public Works Department. The Assistant Public Works Director also oversees the CIP Program and the Recreation Department.

### **Budget Summary:**

The 2012/13 Budget for the Utility Administration totals \$417,696 which represents a 27.2381% (\$95,966) increase above the 2011/12 Approved Budget, a 33.7793% (\$113,193) increase above the 2011/12 Year End Estimate and a 57.7290% (\$164,074) increase over the Year End Actual for the 2010/11 Fiscal Year.

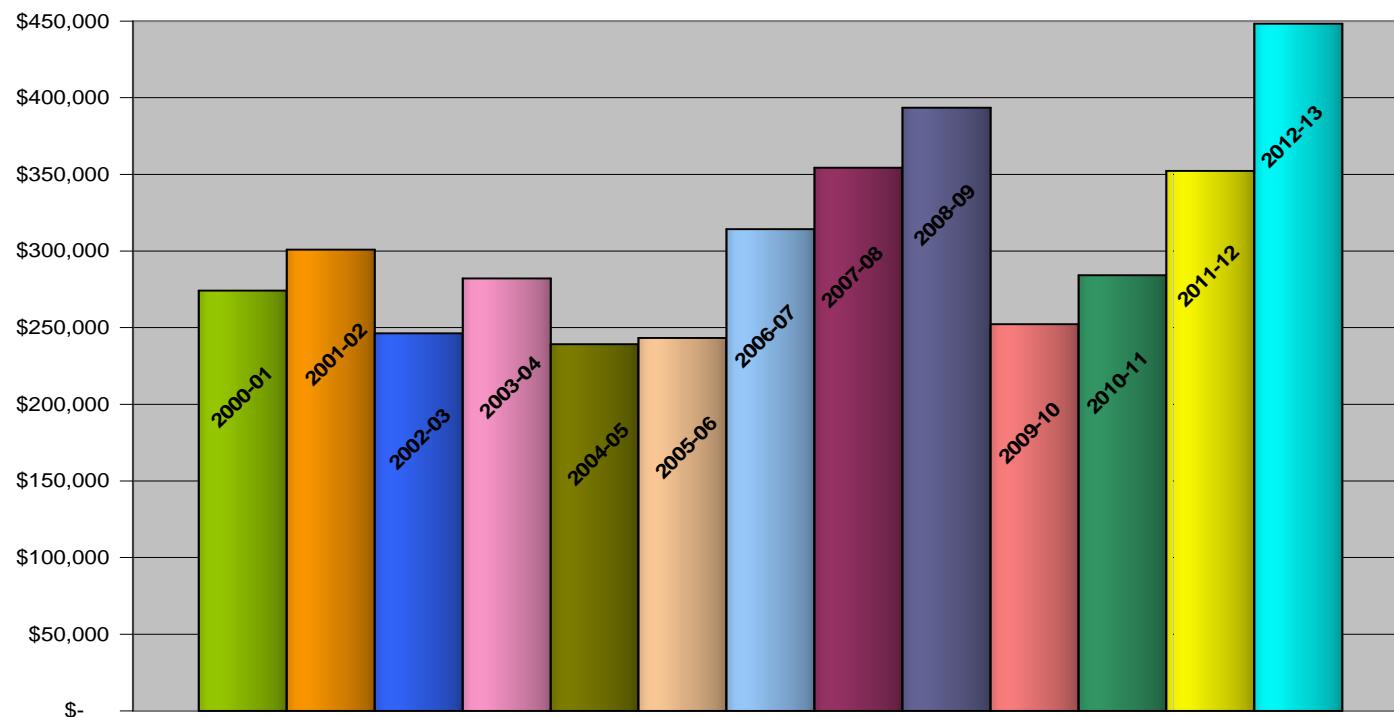
As proposed, The Utility Administration Budget reflects substantial increases in expenses due to the addition of the City Engineer position. Supplemental budget items are a result of IT costs, which includes new and replacement equipment as well as hardware and software upgrades, outsourcing the City website, and furniture and supplies for the new engineer and existing staff.

### **Personnel:**

Staffing levels for the Division include 6 positions as follows:

- 1 Engineer
- 1 Assistant Public Works Director
- 1 IT Manager
- 2 Utility Billing Clerks
- 1 Customer Service Clerk

### Utility Administration Expenses



Note: The decrease in expenditures during the 2009/10 Fiscal Year is due to the relocation of 2 positions and some associated expenses to the newly created Finance Department. The increase in expenditures during the 2010/11 Fiscal Year is due to the addition of a City Engineer and the promotion and relocation of the CIP Manager from Water Services to Assistant Public Works Director. The increase in expenditures for the 2011-2012 Fiscal Year is due to the addition of an IT Manager. The increase in expenditures for the 2012-2013 Fiscal Year is due to the additional of a City Engineer and IT upgrades.

**UTILITY ADMINISTRATION**
**Account 30-555**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental Budget Request	Total Budget Request	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12					
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 364	\$ 675	\$ 880	\$ 1,044	\$ 1,125	\$ 225	\$ 1,350	\$ -	\$ 1,350
1020	Social Security / Medicare (7.65%)	\$ 10,284	\$ 13,923	\$ 5,765	\$ 12,812	\$ 13,884	\$ 5,358	\$ 19,242	\$ -	\$ 19,242
1030	TMRS (7.29%-3 mos 6.78%-9mos)	\$ 12,819	\$ 14,104	\$ 6,329	\$ 12,099	\$ 12,461	\$ 4,847	\$ 17,308	\$ -	\$ 17,308
1050	Health Insurance	\$ 24,874	\$ 33,606	\$ 14,488	\$ 28,912	\$ 34,996	\$ 635	\$ 35,630	\$ -	\$ 35,630
1070	Workers Compensation	\$ 403	\$ 2,333	\$ 1,224	\$ 2,264	\$ 2,318	\$ -	\$ 2,318	\$ -	\$ 2,318
	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ -	\$ 70,000
1301	Assistant Director of Public Works Dave Stewart	\$ 57,606	\$ 58,006	\$ 29,205	\$ 58,006	\$ 57,602	\$ -	\$ 57,602	\$ -	\$ 57,602
	Car Allowance (City Engineer)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
1305	IT Manager Dave Street	\$ -	\$ 48,077	\$ 24,038	\$ 49,039	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
1520	Utility Clerks Barbara Bucher Laura Fowler	\$ 46,974	\$ 52,891	\$ 25,927	\$ 51,948	\$ 51,022	\$ -	\$ 51,022	\$ -	\$ 51,022
					\$ 25,002 \$ 26,021					
1120	Customer Service Clerks Belinda Kneblick	\$ 36,197	\$ 22,085	\$ 10,461	\$ 20,076	\$ 20,010	\$ -	\$ 20,010	\$ -	\$ 20,010
1274	Overtime	\$ 819	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1145	Longevity	\$ 1,522	\$ 943	\$ 909	\$ 909	\$ 875	\$ -	\$ 875	\$ -	\$ 875
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 2,020	\$ -	\$ 2,020	\$ -	\$ 2,020
	<b>Subtotal</b>	<b>\$ 191,861</b>	<b>\$ 246,643</b>	<b>\$ 119,227</b>	<b>\$ 237,108</b>	<b>\$ 246,314</b>	<b>\$ 86,064</b>	<b>\$ 332,378</b>	<b>\$ -</b>	<b>\$ 332,378</b>

**UTILITY ADMINISTRATION**
**Account 30-555**

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual</u>	<u>Current Budget</u>	<u>6 Months Actual YTD</u>	<u>Year End Estimate</u>	<u>Calculation</u>	<u>Base Budget</u>	<u>Supplemental Budget Request</u>	<u>Total Budget Request</u>	<u>Budget Cuts</u>	<u>Adopted Budget</u>
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>2012-13</u>	<u>2012-13</u>		<u>2012-13</u>
<b><u>Operation &amp; Maintenance</u></b>											
4000	Liability/Property Insurance	\$ 10,853	\$ 10,061	\$ 5,156	\$ 10,599		\$ 11,659	\$ -	\$ 11,659	\$ -	\$ 11,659
	General Liability					\$ 72					
	Property					\$ 7,816					
	Errors and Omissions					\$ 3,771					
4100	Bad Debt Write -Offs	\$ 137	\$ 14,500	\$ (344)	\$ 10,000		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
4110	Uniforms	\$ -	\$ -	\$ 130	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
4200	Travel	\$ 1,527	\$ 1,400	\$ 820	\$ 1,620		\$ 2,600	\$ -	\$ 2,600	\$ -	\$ 2,600
	Misc. Mileage Reimbursement					\$ 500					
	Incode (2 persons)					\$ 2,100					
4300	Education	\$ 925	\$ 1,200	\$ 875	\$ 875		\$ 1,375	\$ -	\$ 1,375	\$ -	\$ 1,375
	Incode (2 persons)										
4420	Bonds (Notary Bond)	\$ 200	\$ 100	\$ -	\$ 200		\$ -	\$ -	\$ -	\$ -	\$ -
4550	Legal Notices	\$ 1,219	\$ 600	\$ 350	\$ 650		\$ 700	\$ -	\$ 700	\$ -	\$ 700
	Consumer Conf. Report					\$ 200					
	Misc/employment					\$ 500					
4570	Rental/Lease	\$ 2,336	\$ 2,365	\$ 1,148	\$ 2,296		\$ 2,913	\$ -	\$ 2,913	\$ -	\$ 2,913
	Pitney Bowes \$4,104/yr* 20%					\$ 821					
	Xerox CopierLease \$2,788/yr*25%					\$ 700					
	New phone sys \$4,800/yr*29%					\$ 1,392					

**UTILITY ADMINISTRATION**
**Account 30-555**

<u>Account Number</u>	<u>Account Name</u>	<u>Yr End Actual</u>	<u>Current Budget</u>	<u>6 Months Actual YTD</u>	<u>Year End Estimate</u>	<u>Calculation</u>	<u>Base Budget</u>	<u>Supplemental Budget Request</u>	<u>Total Budget</u>	<u>Budget Cuts</u>	<u>Adopted Budget</u>
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>2012-13</u>	<u>2012-13</u>		<u>2012-13</u>
4575	Bank Charges	\$ 14,447	\$ 13,796	\$ 7,439	\$ 14,421		\$ 14,500	\$ -	\$ 14,500	\$ -	\$ 14,500
	Bank Statement Charges					\$ 2,900					
	Credit Card Charges					\$ 11,600					
4600	Telephone/Internet	\$ 4,877	\$ 4,768	\$ 2,523	\$ 5,037		\$ 3,512	\$ -	\$ 3,512	\$ -	\$ 3,512
	Time Warner Internet \$118/mo*20%					\$ 284					
	AT&T Long Distance \$10/mo					\$ 120					
	AT&T Mobility \$86/mo D. Stewart					\$ 1,032					
	AT&T Telephone \$80/mo					\$ 960					
	Add caller ID (3 lines \$10/mo ea)					\$ 360					
	Upgrade Internet speed (\$315/mo *20%)					\$ 756					
4750	Miscellaneous Expenses	\$ 422	\$ 200	\$ 77	\$ 77		\$ 200	\$ -	\$ 200	\$ -	\$ 200
	Misc.					\$ 200					
	<b>Subtotal</b>	<b>\$ 36,943</b>	<b>\$ 48,990</b>	<b>\$ 18,175</b>	<b>\$ 45,775</b>		<b>\$ 47,459</b>	<b>\$ -</b>	<b>\$ 47,459</b>	<b>\$ -</b>	<b>\$ 47,459</b>
<b>Supplies</b>											
5200	Postage	\$ 13,448	\$ 14,445	\$ 5,271	\$ 13,619		\$ 14,170	\$ -	\$ 14,170	\$ -	\$ 14,170
	Postage misc.					\$ 100					
	Purchase Power/postage for machine					\$ 720					
	Data Prose (Includes CCRs & inserts)					\$ 13,350					
5300	Supplies	\$ 4,423	\$ 3,840	\$ 1,727	\$ 3,600		\$ 3,840	\$ 2,755	\$ 6,595	\$ -	\$ 6,595
	\$320 per month * 12 months					\$ 3,840	\$ -				
	New furniture/supplies for eng & desk for floater					\$ -	\$ 1,000				
	5 hard drives to keep in stock					\$ -	\$ 500				
	Upgrade mem & new hard drive (3 computers)					\$ -	\$ 600				
	Upgrade server mem and new hard drive (\$160*50%)					\$ -	\$ 80				
	SBS 2011 software for server (\$400*50%)					\$ -	\$ 200				
	SVR STD software for server (\$750*50%)					\$ -	\$ 375				
	<b>Subtotal</b>	<b>\$ 17,870</b>	<b>\$ 18,285</b>	<b>\$ 6,998</b>	<b>\$ 17,219</b>		<b>\$ 18,010</b>	<b>\$ 2,755</b>	<b>\$ 20,765</b>	<b>\$ -</b>	<b>\$ 20,765</b>

**UTILITY ADMINISTRATION**
**Account 30-555**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Calculation</b>	<b>Base</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Budget Cuts</b>	<b>Adopted</b>
		<b>Actual</b> <b>09/30/11</b>	<b>Budget</b> <b>2011-12</b>	<b>Actual YTD</b> <b>3/31/12</b>	<b>Estimate</b> <b>09/30/12</b>		<b>Budget</b> <b>2012-13</b>	<b>Request</b> <b>2012-13</b>			<b>Budget</b> <b>2012-13</b>
<b><u>Services</u></b>											
6100	Professional Services Outsource website (50%)	\$ 488	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 5,750	\$ 5,750	\$ -	\$ 5,750
6110	Auditing Services Annual Audit 50%	\$ 9,750	\$ 10,000	\$ 9,750	\$ 9,750	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
6400	Printing and Binding Services Misc. Printing/Stationary Data Prose (Includes CCRs & inserts)	\$ 9,785	\$ 11,400	\$ 4,814	\$ 10,822	\$ 500	\$ 10,600	\$ -	\$ 10,600	\$ -	\$ 10,600
6500	Misc. Services Misc. / Unanticipated Office 2010 Pro Licenses (\$375x8) Windows 7 licenses (\$149x6) Antivirus Licenses (per computer Jan 2014) Antispam Licenses (per email Apr 2014)	\$ 2,678	\$ 791	\$ 180	\$ 816	\$ 500	\$ 500	\$ 3,894	\$ 4,394	\$ -	\$ 4,394
6540	Maintenance Agreements Incode/yr Software Maint. Incode/mo network support 25% Incode/yr Hardware Maint. (receipt printer) 50% Datamatic (handhelds) Xerox Copier (\$3,100/yr *25%) Incode Online Payment Processing \$.04/bill Incode Online Payment-\$50/mo website hosting 50% LCRA (1) 900mzh radio maintenance	\$ 11,600	\$ 12,763	\$ 6,443	\$ 11,258	\$ 6,735	\$ 13,642	\$ -	\$ 13,642	\$ -	\$ 13,642
6545	Customer Refunds	\$ 287	\$ 600	\$ -	\$ 200	\$ 240	\$ 500	\$ -	\$ 500	\$ -	\$ 500
	<b>Subtotal</b>	<b>\$ 34,587</b>	<b>\$ 36,554</b>	<b>\$ 21,187</b>	<b>\$ 32,846</b>		<b>\$ 35,242</b>	<b>\$ 9,644</b>	<b>\$ 44,886</b>		<b>\$ 44,886</b>

**UTILITY ADMINISTRATION**
**Account 30-555**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>2012-13</u>	Supplemental	Total Budget	Adopted Budget <u>2012-13</u>	
		Actual <u>09/30/11</u>	Budget <u>2011-12</u>	Actual YTD <u>3/31/12</u>	Estimate <u>09/30/12</u>		Calculation	Budget Request <u>2012-13</u>	Request <u>2012-13</u>	
<b><u>Fixed Assets</u></b>										
9730	Office Equipment/Software	\$ 2,954	\$ 1,850	\$ 300	\$ 2,147		\$ -	\$ 2,800	\$ 2,800	\$ -
	Laser Jet printer (\$2,000*50%)					\$ -		\$ 1,000		
	Replace cash collections computer					\$ -		\$ 800		
	City Engineer new computer					\$ -		\$ 1,000		
	<b>Subtotal</b>	<b>\$ 2,954</b>	<b>\$ 1,850</b>	<b>\$ 300</b>	<b>\$ 2,147</b>		<b>\$ -</b>	<b>\$ 2,800</b>	<b>\$ 2,800</b>	<b>\$ -</b>
	<b>TOTAL</b>	<b>\$ 284,214</b>	<b>\$ 352,322</b>	<b>\$ 165,886</b>	<b>\$ 335,095</b>		<b>\$ 347,025</b>	<b>\$ 101,263</b>	<b>\$ 448,288</b>	<b>\$ -</b>
										<b>\$ 448,288</b>

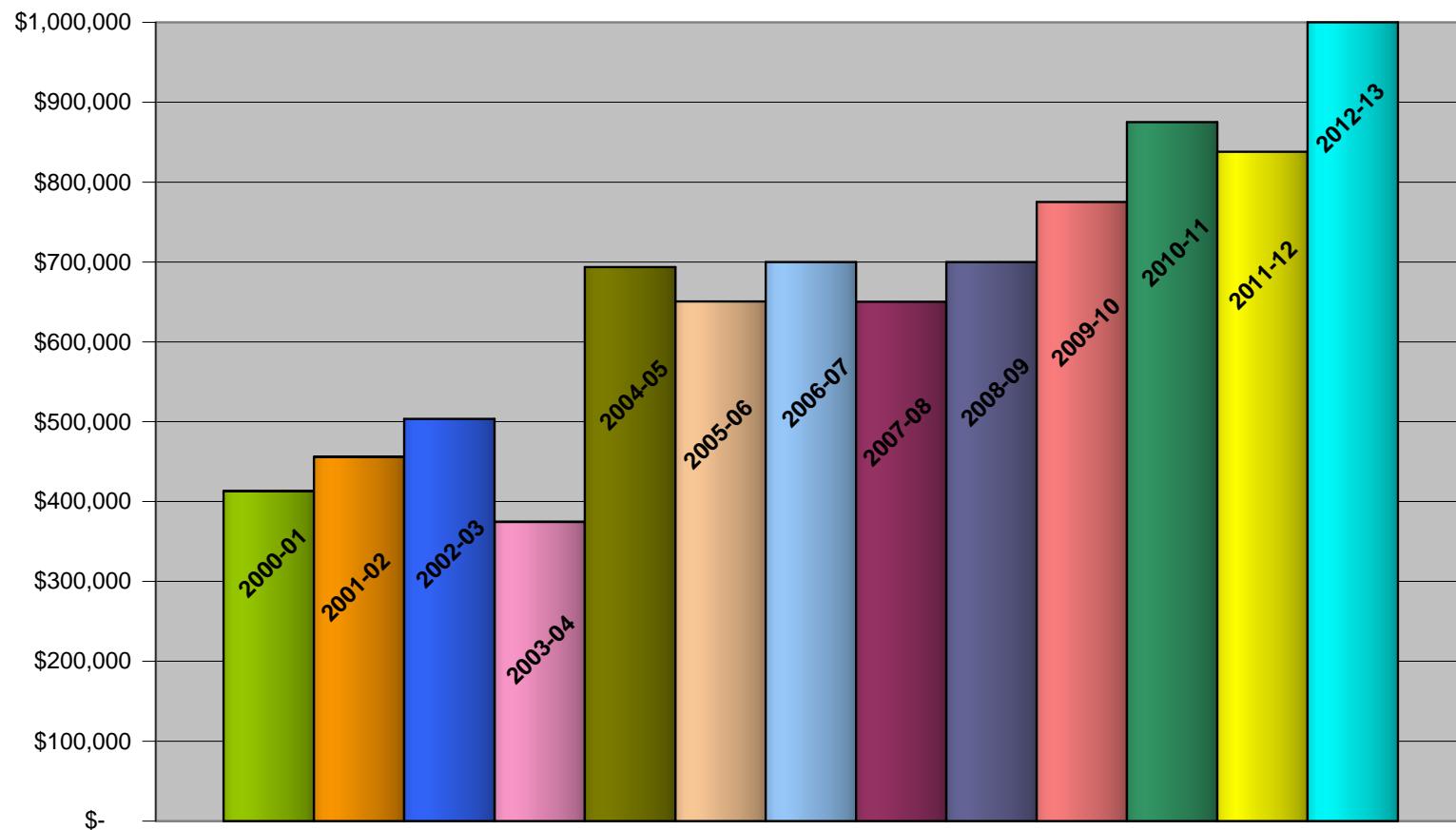
**DEPARTMENTAL BUDGET NARRATIVE  
GENERAL FUND TRANSFER  
2012-13**

<b>Fixed Assets</b>	<b>\$1,000,000</b>
<b>TOTALS</b>	<b>\$1,000,000</b>

**Budget Summary:**

The 2012/13 Budget for the General Fund Transfer totals \$1,000,000. This is a 19.3448% (\$162,092) increase from the 2011/12 Approved Budget.

### General Fund Transfer Expenses



**DEPARTMENTAL BUDGET NARRATIVE  
WATER SERVICES  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$361,430</b>
<b>Operation &amp; Maintenance</b>	<b>\$91,159</b>
<b>Supplies</b>	<b>\$33,282</b>
<b>Services</b>	<b>\$24,522</b>
<b>Fixed Assets</b>	<b>\$30,311</b>
<b>TOTALS</b>	<b>\$540,704</b>

**Departmental Description:**

The Water Services Division provides for the basic operation, maintenance and expansion of the water distribution system throughout the community. The Division provides for the maintenance and repair of waterlines in excess of 557,390 linear feet (105.5 miles), 711 fire hydrants and 4,342 valves. The Division also provides for meter reading in excess of 3,100 meters on a monthly basis (recently converted to radio enabled automatic direct read meters thru three CIP projects, re-reads and consumption reports, meter replacements, distribution of trash cans, and monthly connection and disconnection of services. In addition, the Division provides for all water taps (approx. 30 per year), waterline extensions and replacements (approx. 7,400 L.F. last Budget Year), fire hydrant installations and replacements (approximately 23 last Budget year) and service line replacements and repairs. The Division provides for the repair of all waterline breaks (45 per year) and for the installation of new waterlines, fire hydrants and other facilities under the City's Utility Capital Improvement Program. The Division has been trained to install and maintain High Density Poly Ethylene pipe which the City is now using for all line extensions and CIP projects.

### **Budget Summary:**

The 2012-13 Budget for the Water Services Division totals \$540,704 which represents a 7.9098% increase (\$39,634) more than the 2011-12 Approved Budget. An additional Water Services Laborer accounts for the increase in the 2012-13 budget. Several of the costs, as listed, are based on estimated growth and the demand created by new home construction. Water taps and extension expenses are assumed to be less because of the lesser demand from housing construction. The Budget also includes costs for Contractual Services for rental of big rock sawing equipment that opens deep trenches to enable the utility forces to install larger water main extensions, as required.

### **Personnel:**

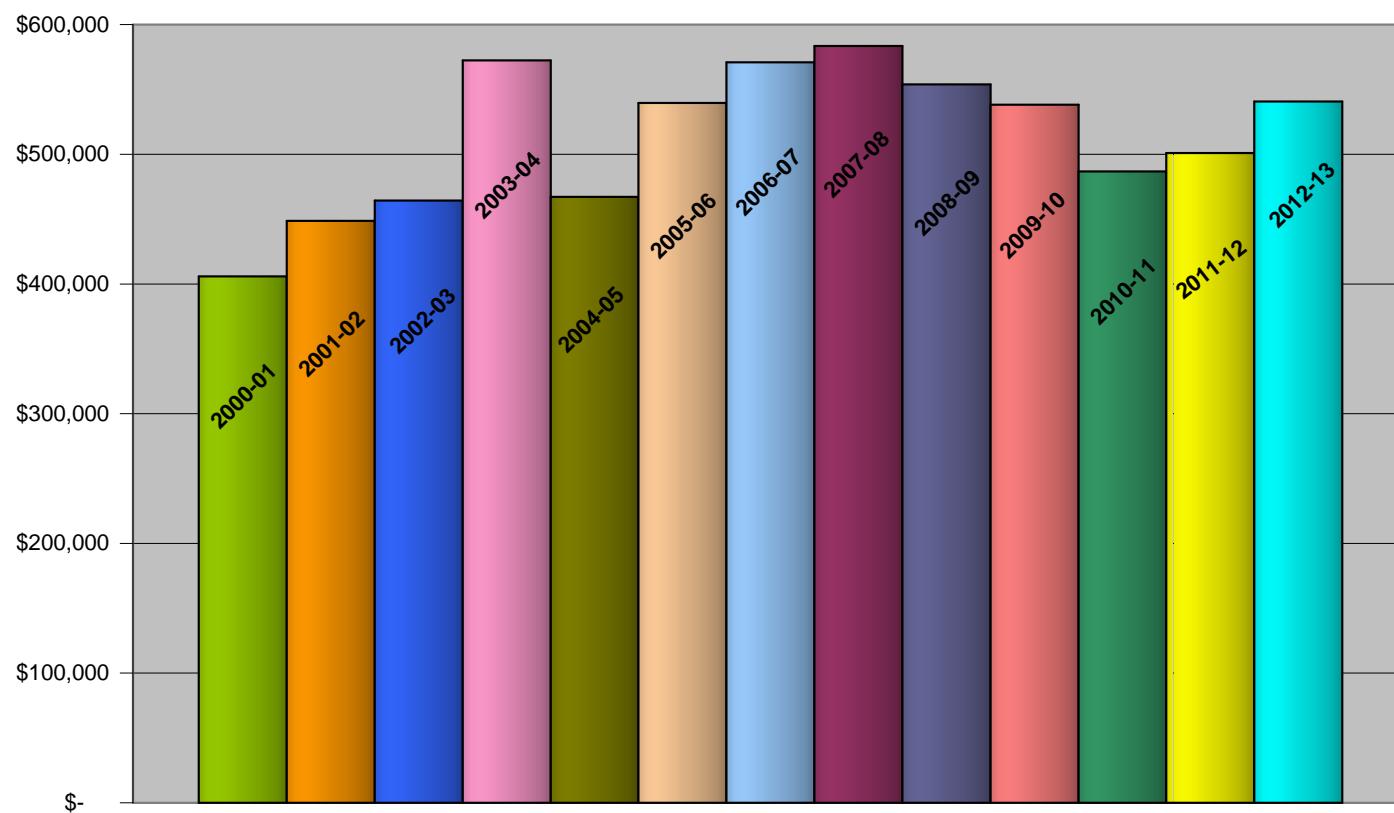
Staffing levels for the Division include 9 positions (1 vacant) as follows:

- 1 Utility Superintendent
- 1 Water Services Crew Leader
- 1 AMR/Valves/Fire Hydrants Crew Leader
- 1 Equipment Operator
- 1 AMR, Valves, & Fire Hydrant Technician
- 4 Utility Laborers (1 New)

### **Fixed Assets:**

The Budget includes funds for the construction of a Storage Building for Hazardous Materials where bagged dry chemicals and concrete products, and wet chemicals can be stored in a safe environment.

### Water Services Expenses



Note: The spike in expenditures of the 2003/04 Fiscal Year was primarily the result of the cost of replacing old vehicles and equipment. The decrease in the year end projections of 2004/05 is a result the modified hiring freeze and efforts to reduce expenses by Staff. Increased spending starting in the 2005-06 Fiscal Year has been driven by a steady demand in water tap and water extension activity, along with increases in the cost of equipment and supplies. Reductions in O & M expenses have allowed for a reduced overall Budget amount for FY 2010/11.

**WATER SERVICES**
**Account 30-560**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget Calculation	Supplemental	Total Budget	Adopted Budget 2012-13	
		Actual	Budget	Actual YTD	Estimate		Budget	Request		
		09/30/11	2011-12	3/31/12	09/30/12		2012-13	2012-13		
<b>Personnel &amp; Benefits</b>										
1010	State Unemployment Tax (TWC) (First \$9,000.ea emp @ 2.50%)	\$ 682	\$ 1,080	\$ 1,535	\$ 2,188		\$ 1,800	\$ 225	\$ 2,025	\$ - 2,025
1020	Social Security / Medicare (7.65%)	\$ 18,522	\$ 17,331	\$ 8,461	\$ 16,632		\$ 17,690	\$ 1,610	\$ 19,300	\$ - 19,300
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 22,314	\$ 17,592	\$ 9,231	\$ 16,611		\$ 17,465	\$ -	\$ 17,465	\$ - 17,465
1050	Health Insurance	\$ 45,046	\$ 48,688	\$ 23,865	\$ 47,970		\$ 64,222	\$ -	\$ 64,222	\$ - 64,222
1070	Workers Compensation	\$ 8,181	\$ 6,159	\$ 3,232	\$ 5,975		\$ 6,133	\$ -	\$ 6,133	\$ - 6,133
1540	Utility Superintendent David Walden	\$ 69,698	\$ 40,654	\$ 20,568	\$ 41,212		\$ 41,288	\$ -	\$ 41,288	\$ - 41,288
1561	Crew Leaders Water Services (Diego Rios) AMR/Valves (Melvin Wallace)	\$ 33,025	\$ 28,900	\$ 15,172	\$ 29,940		\$ 58,036	\$ -	\$ 58,036	\$ - 58,036
						\$ 29,536				
						\$ 28,500				
1570	Maintenance Personnel Equipment Operator / M. Montez Laborer / W. Conn Laborer / L. Mendoza AMR & Valve / R. Hahn Laborer / T. Foster Laborer / New	\$ 124,578	\$ 140,818	\$ 66,497	\$ 130,183		\$ 111,240	\$ 21,050	\$ 132,289	\$ - 132,289
						\$ 26,000				
						\$ 22,090				
						\$ 21,050				
						\$ 21,050				
						\$ 21,050				
						\$ -		\$ 21,050		
1591	Standby Time	\$ 3,750	\$ 3,900	\$ 1,425	\$ 3,900		\$ 3,900	\$ -	\$ 3,900	\$ - 3,900
1274	Overtime	\$ 15,884	\$ 11,000	\$ 7,112	\$ 11,000		\$ 13,000	\$ -	\$ 13,000	\$ - 13,000
1145	Longevity	\$ 2,042	\$ 1,279	\$ 1,178	\$ 1,178		\$ 943	\$ -	\$ 943	\$ - 943

**WATER SERVICES**
**Account 30-560**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>Calculation</u>	Supplemental	Total Budget	Adopted Budget <u>Budget</u>	
		Actual	Budget	Actual YTD	Estimate		Budget	Request		
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>Request</u>	<u>2012-13</u>	
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 2,828	\$ -	\$ 2,828	\$ -	\$ 2,828
	<b>Subtotal</b>	<b>\$ 343,722</b>	<b>\$ 317,401</b>	<b>\$ 158,276</b>	<b>\$ 306,790</b>	<b>\$ 338,545</b>	<b>\$ 22,885</b>	<b>\$ 361,430</b>	<b>\$ -</b>	<b>\$ 361,430</b>
<b>Operation &amp; Maintenance</b>										
4000	Liability/Property Insurance	\$ 8,015	\$ 9,375	\$ 3,682	\$ 7,845	\$ 8,629	\$ -	\$ 8,629	\$ -	\$ 8,629
	Vehicle Liability					\$ 4,360				
	Auto physical damage					\$ 4,269				
4110	Uniforms	\$ 5,597	\$ 6,690	\$ 3,699	\$ 7,398	\$ 6,376	\$ -	\$ 6,376	\$ -	\$ 6,376
	Uniforms (8 @ \$9/wk *52 wks)					\$ 3,744				
	Delivery Fee (\$2.83 * 52 wks)					\$ 147				
	Uniform Insurance (8 @ \$1.32/wk*52)					\$ 550				
	Steel Toed Boot Allow. (9 @ \$130 each)					\$ 1,170				
	Safety Shirts L/SS Sleeve 45 pair @ \$17.00					\$ 765				
	Winter Coat 8 @ \$50.00 each					\$ -				
4200	Travel	\$ 238	\$ 495	\$ 93	\$ 495	\$ 495	\$ -	\$ 495	\$ -	\$ 495
	Co-op Meetings/Monthly \$15/month					\$ 180				
	Meals for school 7 \$ \$45.00 each					\$ 315				
4300	Education	\$ 2,109	\$ 1,908	\$ 485	\$ 1,908	\$ 1,908	\$ -	\$ 1,908	\$ -	\$ 1,908
	D. Walden - 2 Classes \$225 each					\$ 450				
	L. Wallace - 1 Classes \$225					\$ 225				
	B Conn- 1 Classes \$225					\$ 225				
	M Montez - 1 class \$225					\$ 225				
	B Hahn - 2 classes @ 225 each					\$ 450				
	3 Test @ \$111 each					\$ 333				

**WATER SERVICES**
**Account 30-560**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>Calculation</u>	Supplemental	Total Budget	Adopted Budget <u>Budget</u> <u>Cuts</u>	
		Actual	Budget	Actual YTD	Estimate		2012-13	Budget	Request	
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>Request</u>	<u>2012-13</u>	
4400	Dues Sam's Club	\$ -	\$ 35	\$ 35	\$ 35	\$ -	\$ 35	\$ -	\$ 35	\$ -
4570	Rental/Lease	\$ -	\$ -	\$ 26	\$ 26	\$ -	\$ -	\$ -	\$ -	\$ -
4600	Telephone AT&T (\$68.13 * 12 mo) AT&T Long Dist \$(1.65 * 12 mo) Cell Phones (3 * \$38.11/mo X 12 mos) (D. Rios, L. Wallace, On call) Cell Phones (1 @ \$55 per month) (D. Walden) Time Warner (\$69.95 * 12 mo)	\$ 3,254	\$ 3,018	\$ 1,730	\$ 3,460	\$ 818	\$ 3,709	\$ -	\$ 3,709	\$ -
4650	Electric	\$ 2,314	\$ 4,962	\$ 1,384	\$ 3,190	\$ 660	\$ 3,190	\$ -	\$ 3,190	\$ 3,190
4700	Maintenance/Repairs	\$ 13,659	\$ 16,000	\$ 4,057	\$ 16,000	\$ 20	\$ 16,000	\$ -	\$ 16,000	\$ 16,000
4715	Maint/ Repairs Unanticipated	\$ 12,899	\$ 15,000	\$ 7,434	\$ 15,000	\$ 1,372	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
4725	Vehicle Maintenance & Repair	\$ 17,440	\$ 12,000	\$ 9,120	\$ 14,000	\$ 660	\$ 14,000	\$ -	\$ 14,000	\$ 14,000
4730	Vehicle Safety Equipment	\$ -	\$ 868	\$ 1,210	\$ 1,210	\$ 839	\$ -	\$ -	\$ -	\$ -
4750	Miscellaneous Expense	\$ 556	\$ 300	\$ 383	\$ 383	\$ -	\$ 300	\$ 100	\$ 400	\$ 400
4757	Water Tap & Extension Expense Based on 30 @ \$613.88 each	\$ 18,733	\$ 18,416	\$ 11,623	\$ 18,416	\$ -	\$ 18,416	\$ -	\$ 18,416	\$ 18,416

**WATER SERVICES**
**Account 30-560**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted	
		Actual	Budget	Actual YTD	Estimate		Budget	Request	Budget	Budget
		09/30/11	2011-12	3/31/12	09/30/12		Calculation	2012-13	Request	2012-13
4758	Rebate on Line Extension	\$ 125	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000
	<b>Subtotal</b>	<b>\$ 84,938</b>	<b>\$ 92,067</b>	<b>\$ 44,962</b>	<b>\$ 92,366</b>	<b>\$ 91,059</b>	<b>\$ 100</b>	<b>\$ 91,159</b>	<b>\$ -</b>	<b>\$ 91,159</b>
<b>Supplies</b>										
5300	Supplies	\$ 4,661	\$ 3,630	\$ 2,555	\$ 4,327	\$ 4,327	\$ -	\$ 4,327	\$ -	\$ 4,327
	\$250/month X 12 months					\$ 3,000				
	Misc Supplies (locks, keys, fittings, hardware, etc)					\$ 300				
	Unifirst:									
	Micrell 800 ML R (1.80*52)					\$ 94				
	Scraper 3.5 (2.75*52)					\$ 125				
	Roll Hand Towels (2.40*52)					\$ 125				
	SYN 3.4 Mat (2.20*52)					\$ 114				
	3x5 Anti Fatigue (2.75*52)					\$ 143				
	Shop Towels (2.88*52)					\$ 150				
	36" Dry Mop (1.60*52)					\$ 83				
	Air Freshener (2.20*52)					\$ 114				
	Delivery Fee (1.53*52)					\$ 79				
5305	Small Tools	\$ 1,330	\$ 900	\$ 1,054	\$ 1,054	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
	Wrenches, screwdrivers, chain, saw blades									
5350	Meters	\$ 5,470	\$ 12,304	\$ 3,969	\$ 12,304	\$ 6,755	\$ -	\$ 6,755	\$ -	\$ 6,755
	30 @ \$208.25 each					\$ 6,248				
	2 @ \$253.90 each					\$ 508				
5400	Fuel/Lubricants	\$ 24,452	\$ 20,400	\$ 15,101	\$ 21,000	\$ 21,000	\$ -	\$ 21,000	\$ -	\$ 21,000
	\$2,187.50/month x 12 months									
5430	Chemicals	\$ 646	\$ 200	\$ -	\$ 200	\$ 200	\$ -	\$ 200	\$ -	\$ 200
	Chlorine Tabs									
	<b>Subtotal</b>	<b>\$ 36,560</b>	<b>\$ 37,434</b>	<b>\$ 22,680</b>	<b>\$ 38,885</b>	<b>\$ 33,282</b>	<b>\$ -</b>	<b>\$ 33,282</b>	<b>\$ -</b>	<b>\$ 33,282</b>

**WATER SERVICES**
**Account 30-560**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End	Base Budget <u>Calculation</u>	Supplemental	Total Budget	Adopted Budget <u>Budget</u> <u>Cuts</u>	
		Actual	Budget	Actual YTD	Estimate		Budget	Request		
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>		<u>2012-13</u>	<u>2012-13</u>		
<b>Services</b>										
6130	Engineering & Planning Service	\$ 1,354	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000
6135	Contractual Services	\$ 130	\$ 23,500	\$ 4,005	\$ 21,000	\$ 21,667	\$ -	\$ 21,667	\$ -	\$ 21,667
	Rock Sawing (1,500 LF @ \$6/lf)				\$ 9,000					
	Exp. For Moving Saw (1 @ \$2,000)				\$ 2,000					
	MCS				\$ 10,667		\$ -			
6500	Miscellaneous Services	\$ 2,819	\$ 137	\$ -	\$ 137	\$ 137	\$ -	\$ 137	\$ -	\$ 137
	Antivirus Licenses (2 @ 23 each)				\$ 46					
	Antispam Licenses (2 @ 45.39 each)				\$ 91					
6540	Maintenance Agreements	\$ -	\$ 718	\$ -	\$ 718.00	\$ 718	\$ -	\$ 718	\$ -	\$ 718
	(LCRA) 900 MZH Annual Maintenance					\$ -				
	<b>Subtotal</b>	<b>\$ 4,303</b>	<b>\$ 26,355</b>	<b>\$ 4,005</b>	<b>\$ 23,137</b>	<b>\$ 24,522</b>	<b>\$ -</b>	<b>\$ 24,522</b>	<b>\$ -</b>	<b>\$ 24,522</b>
<b>Fixed Assets</b>										
9720	Machinery & Equipment	\$ 11,210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9730	Office Equipment & Software	\$ 2,699	\$ -	\$ 479	\$ 479	\$ -	\$ 2,549	\$ 2,549	\$ -	\$ 2,549
	Upgrade Memory (2 x 2 GB Walden)					\$ -	\$ 100			
	Office 2010 Pro (4 @ \$375)						\$ 1,500			
	Window 7 License (1 @ \$149)						\$ 149			
	Replace AMR Laptop (Lee)						\$ 800			
9740	Building Improvements	\$ -	\$ 11,000	\$ 12,959	\$ 12,959	\$ -	\$ 7,750	\$ 7,750	\$ -	\$ 7,750
	Storage Building for Hazardous Chemicals					\$ -	\$ 7,750			
9828	2011 Ford F250 Reg Cab - Principal	\$ 3,027	\$ 6,241	\$ 3,083	\$ 6,241	\$ 6,482	\$ -	\$ 6,482	\$ -	\$ 6,482
9829	2011 Ford F250 Reg Cab - Interest	\$ 354	\$ 522	\$ 299	\$ 522	\$ 281	\$ -	\$ 281	\$ -	\$ 281

**WATER SERVICES**
**Account 30-560**

Account <u>Number</u>	Account <u>Name</u>	Yr End	Current	6 Months	Year End		Base	Supplemental	Total	Budget	Adopted
		Actual	Budget	Actual YTD	Estimate		Budget	Budget	Request	Budget	Budget
		<u>09/30/11</u>	<u>2011-12</u>	<u>3/31/12</u>	<u>09/30/12</u>	<u>Calculation</u>	<u>2012-13</u>	<u>Request</u>	<u>2012-13</u>	<u>Cuts</u>	<u>2012-13</u>
9830	2011 Ford Super Duty Cab - Principal	\$ -	\$ 9,069	\$ -	\$ 6,079		\$ 12,434	\$ -	\$ 12,434	\$ -	\$ 12,434
9831	2011 Ford Super Duty Cab - Interest	\$ -	\$ 980	\$ -	\$ 545		\$ 814	\$ -	\$ 814	\$ -	\$ 814
	<b>Subtotal</b>	<b>\$ 17,291</b>	<b>\$ 27,812</b>	<b>\$ 16,820</b>	<b>\$ 26,826</b>		<b>\$ 20,012</b>	<b>\$ 10,299</b>	<b>\$ 30,311</b>	<b>\$ -</b>	<b>\$ 30,311</b>
	<b>TOTAL</b>	<b>\$ 486,814</b>	<b>\$ 501,069</b>	<b>\$ 246,743</b>	<b>\$ 488,004</b>		<b>\$ 507,420</b>	<b>\$ 33,284</b>	<b>\$ 540,704</b>	<b>\$ -</b>	<b>\$ 540,704</b>

**DEPARTMENTAL BUDGET NARRATIVE  
WATER TREATMENT PLANT ONE  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$ 72,598</b>
<b>Operation &amp; Maintenance</b>	<b>\$120,728</b>
<b>Supplies</b>	<b>\$90,432</b>
<b>Services</b>	<b>\$193,980</b>
<b>Fixed Assets</b>	<b>\$22,023</b>
<b>TOTALS</b>	<b>\$499,761</b>

**Departmental Description:**

Water Treatment Plant Number 1 (WTP 1) provides for the intake, treatment and distribution of water from Lake Travis to the southern half of Lago Vista. The Plant is capable of treating and distributing up to 2 million gallons of water per day (MGD) and averages approximately 0.949 MGD of actual production during the course of a year. In addition to the Plant itself, the Budget for WTP 1 includes various operation and maintenance expenses for the Allegiance Booster Pump Station, the Allegiance Storage Tanks and the Golf Ball Elevated Storage Tank.

**Budget Summary:**

The 2012-13 Budget for the Water Treatment Plant One totals \$499,761 which represents a 2.4860% increase (\$12,123) more than the 2011-12 Approved Budget. This Division experiences significant overtime and standby pay expenses as weekend and holiday coverage is rotated among water plant and sewer plant employees. All other expenditures for electricity, chemicals, supplies, and testing services are being projected at a similar level as last year.

The Budget does include the continuation of contractual services for electrical work, which includes repairs, enhancement, upgrades and expansion of the SCADA system.

**Personnel:**

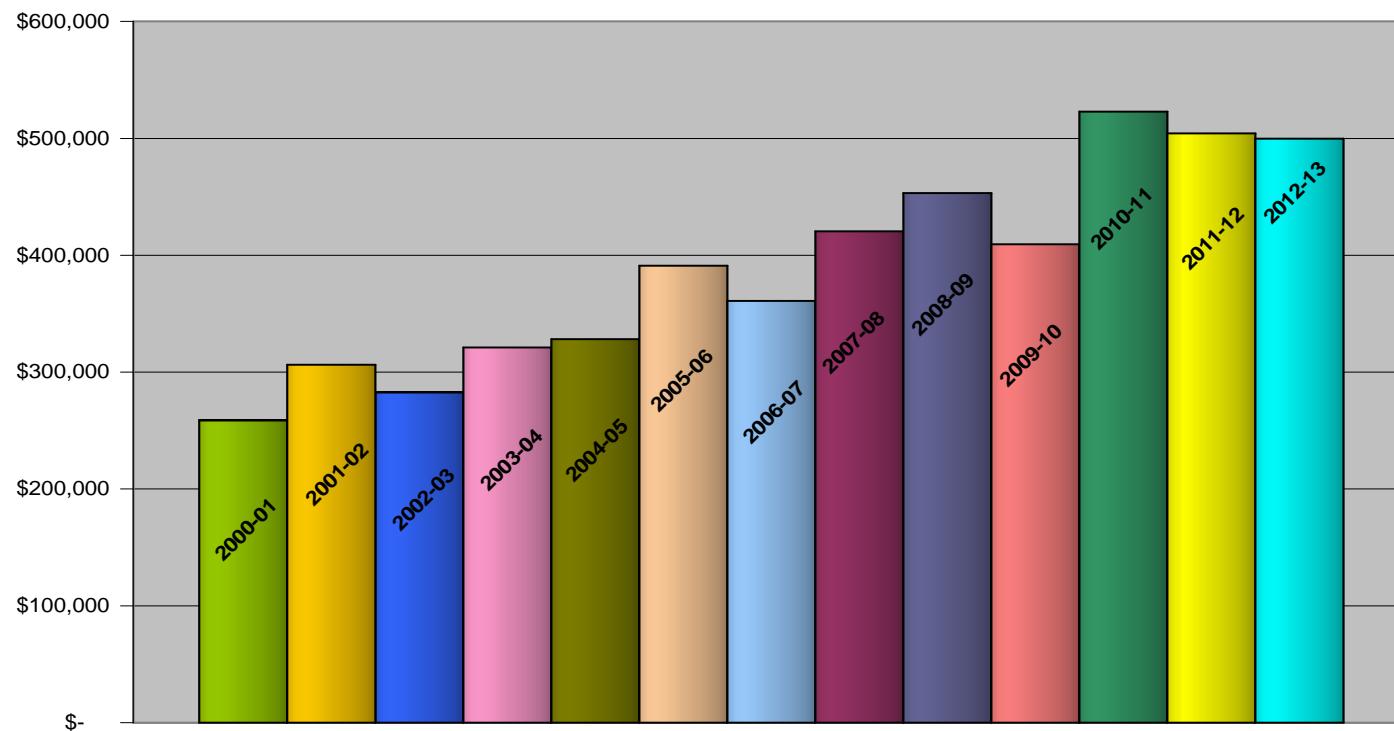
Staffing levels for the Division include 1 position as follows:

1 Plant Operator

**Fixed Assets**

The 2012-13 Budget allows for the replacement of 4 chlorinators, an allegiance Tank to the Golf Ball flow meter, and replacing a 10 year old zero turn mower.

### Water Plant One Expenses



Note: Expenses for 2001/02 included the initial cost of implementing the SCADA system. Conversion from treatment by free chlorine to treatment by chloramines resulted in cost increases in 2003/04. A reduction in expenses for 2004/05 reflects the efforts by Staff to generate savings by delaying some repairs and reflecting major repairs and improvements in the capital budget. A steady increase in demand for water from growth and inflationary costs of operation have driven the costs higher for the last 3 years. An increase in costs is projected for FY 2010/11 due to the addition of a Plant Trainee and higher bulk water purchase rates.

**WATER PLANT ONE**

**Account 30-565**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End Actual 09/30/11</b>	<b>Current Budget 2011-12</b>	<b>6 Months Actual YTD 3/31/12</b>	<b>Year End Estimate 09/30/12</b>	<b>Base Budget 2012-13</b>	<b>Supplemental Budget Request 2012-13</b>	<b>Total Budget 2012-13</b>	<b>Adopted Budget 2012-13</b>
					<b>Calculation</b>			<b>Budget Cuts</b>	
<b>Personnel &amp; Benefits</b>									
1010	State Unemployment Tax (TWC) (First \$9,000.ea emp @ 2.50%)	\$ 209	\$ 135	\$ 261	\$ 261	\$ 225	\$ -	\$ 225	\$ -
1020	Social Security / Medicare (7.65%)	\$ 4,688	\$ 3,999	\$ 1,822	\$ 3,999	\$ 4,002	\$ -	\$ 4,002	\$ 4,002
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 6,188	\$ 4,059	\$ 2,282	\$ 4,054	\$ 3,622	\$ -	\$ 3,622	\$ 3,622
1050	Health Insurance	\$ 14,257	\$ 9,261	\$ 4,631	\$ 9,261	\$ 10,651	\$ -	\$ 10,651	\$ 10,651
1070	Workers Compensation	\$ 1,659	\$ 2,280	\$ 1,197	\$ 2,212	\$ 1,784	\$ -	\$ 1,784	\$ 1,784
1560	Plant Operators Jesse Cortinas	\$ 61,185	\$ 44,927	\$ 22,665	\$ 44,926	\$ 44,523	\$ -	\$ 44,523	\$ 44,523
1591	Standby Time	\$ 2,175	\$ 1,950	\$ 1,275	\$ 1,950	\$ 1,950	\$ -	\$ 1,950	\$ 1,950
1274	Overtime	\$ 5,275	\$ 5,000	\$ 2,376	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
1145	Longevity	\$ 381	\$ 404	\$ 404	\$ 404	\$ 438	\$ -	\$ 438	\$ 438
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 404	\$ -	\$ 404	\$ 404
	<b>Subtotal</b>	<b>\$ 96,017</b>	<b>\$ 72,015</b>	<b>\$ 36,912</b>	<b>\$ 72,069</b>	<b>\$ 72,598</b>	<b>\$ -</b>	<b>\$ 72,598</b>	<b>\$ 72,598</b>

**WATER PLANT ONE**
**Account 30-565**

Account Number	Account Name	Yr End Actual <u>09/30/11</u>	Current Budget <u>2011-12</u>	6 Months Actual YTD <u>3/31/12</u>	Year End Estimate <u>09/30/12</u>	Base Budget <u>2012-13</u>	Supplemental Budget <u>Request</u>	Total Budget <u>2012-13</u>	Budget Cuts	Adopted Budget <u>2012-13</u>
						Calculation				
<b><u>Operation &amp; Maintenance</u></b>										
4110	Uniforms	\$ 1,405	\$ 949	\$ 499	\$ 998	\$ 899	\$ -	\$ 899	\$ -	\$ 899
	Uniforms (1 @ \$9/wk * 52 wks)				\$ 468					
	Delivery Fee (\$2.83 * 52 wks)				\$ 147					
	Uniform Insurance (1 @ \$1.32 * 52 wks)				\$ 69					
	Steel Toed Boot Allowance (1 @ \$130)				\$ 130					
	Safety Shirts L/SS Sleeve 5 @ \$17.00				\$ 85					
4200	Travel	\$ 277	\$ 270	\$ 55	\$ 270	\$ 270	\$ -	\$ 270	\$ -	\$ 270
	Co-op Meetings/Monthly \$15/mo				\$ 180					
	Meals for school (2 @ \$45 each) J. Cortinas				\$ 90					
4300	Education	\$ 1,564	\$ 661	\$ 628	\$ 628	\$ 661	\$ -	\$ 661	\$ -	\$ 661
	License Renewal (1 @ \$111 ea)				\$ 111					
	Classes (2 @ \$275 ea)				\$ 550					
4400	Dues	\$ -	\$ 35	\$ 4,011	\$ 4,011	\$ 135	\$ 3,845	\$ 3,980	\$ -	\$ 3,980
	Sam's Club				\$ 35					
	Tier-2				\$ 100					
	Water System Fee TCEQ					\$ 3,845				
4570	Rental / Lease	\$ -	\$ -	\$ 17,500	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ -
4600	Telephone	\$ 3,280	\$ 2,929	\$ 1,196	\$ 2,400	\$ 2,929	\$ -	\$ 2,929	\$ -	\$ 2,929
	Cell Phone Plant Access \$97.99 per month				\$ 1,176					
	Plant Phone \$105/mo				\$ 1,260					
	Office & Fax (\$28.74 x 12 months)				\$ 345					
	Internet (\$12.35 x 12 months)				\$ 148					
4650	Electric	\$ 94,319	\$ 92,604	\$ 59,968	\$ 92,604	\$ 92,604	\$ -	\$ 92,604	\$ -	\$ 92,604

**WATER PLANT ONE**
**Account 30-565**

Account Number	Account Name	Yr End	Current	6 Months	Year End		Base	Supplemental	Total Budget	Adopted	
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12	Calculation	Budget 2012-13	Budget Request	Request 2012-13	Budget Cuts	Budget 2012-13
4700	Maintenance/Repairs	\$ 10,147	\$ 8,431	\$ 5,027	\$ 8,431		\$ 8,385	\$ -	\$ 8,385	\$ -	\$ 8,385
	Annual Lab Equipment Maint.					\$ 604					
	Annual Chlorinator Maint. Cont.					\$ 3,426					
	Annual Pump Maint Cont.					\$ 1,250					
	Annual Cathodic Maint. Cont.					\$ 1,155					
	Annual Meter Calibration Cont.					\$ 150					
	Annual ACT-PAK Calib. Cont.					\$ 150					
	Annual RPZ Calibration Cont.					\$ 150					
	Fittings and Valves					\$ 1,500					
4715	Maint/Repair Unanticipated	\$ 12,443	\$ 10,000	\$ 9,602	\$ 29,602		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
4725	Vehicle Maintenance & Repair	\$ 258	\$ 200	\$ 146	\$ 200		\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
4730	Vehicle Safety Equipment	\$ -	\$ 207	\$ 530	\$ 530		\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 123,694</b>	<b>\$ 116,286</b>	<b>\$ 99,163</b>	<b>\$ 167,674</b>		<b>\$ 116,883</b>	<b>\$ 3,845</b>	<b>\$ 120,728</b>	<b>\$ -</b>	<b>\$ 120,728</b>
<b>Supplies</b>											
5300	Supplies	\$ 1,037	\$ 928	\$ 623	\$ 928		\$ 928	\$ -	\$ 928	\$ -	\$ 928
	SYN 3.4 Mat(1.13*52)					\$ 59					
	Roll Hand Towels (1.64*52)					\$ 85					
	Shop Towels (2.96*52)					\$ 154					
	Misc Supplies					\$ 630					
5400	Fuel/Lubricants	\$ 3,497	\$ 2,840	\$ 2,058	\$ 4,100		\$ 2,840	\$ 1,260	\$ 4,100	\$ -	\$ 4,100

**WATER PLANT ONE**

**Account 30-565**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted</b>	
		<u>Actual</u> <u>09/30/11</u>	<u>Budget</u> <u>2011-12</u>	<u>Actual YTD</u> <u>3/31/12</u>	<u>Estimate</u> <u>09/30/12</u>		<u>Budget Request</u> <u>2012-13</u>	<u>Request</u> <u>2012-13</u>	<u>Budget Cuts</u>	<u>Budget</u> <u>2012-13</u>
5430	Chemicals	\$ 74,984	\$ 81,972	\$ 32,131	\$ 81,792	\$ 85,404	\$ -	\$ 85,404	\$ -	\$ 85,404
	Alum (5 - Loads @ \$4,080 ea)					\$ 20,400				
	Polymer (30 - Drums @ \$418 ea)					\$ 12,540				
	Chlorine (100 - Cyls @ \$98 ea)					\$ 9,800				
	HTH (5 - 100# Drums @ \$152 ea)					\$ 760				
	LAS (1 - Load @ \$5,310 ea)					\$ 5,310				
	Copper S. (2/3 - Load @ \$17,770 ea)					\$ 19,520				
	Sodium P. (17 Drums @ \$706 ea)					\$ 12,000				
	Bentonite (120 Bags @ \$10.59 ea)					\$ 1,271				
	Laboratory Chemicals					\$ 3,803				
	<b>Subtotal</b>	<b>\$ 79,518</b>	<b>\$ 85,740</b>	<b>\$ 34,812</b>	<b>\$ 86,820</b>	<b>\$ 89,172</b>	<b>\$ 1,260</b>	<b>\$ 90,432</b>	<b>\$ -</b>	<b>\$ 90,432</b>
<b>Services</b>										
6125	Testing Services	\$ 4,347	\$ 9,263	\$ 2,202	\$ 9,263	\$ 9,263	\$ -	\$ 9,263	\$ -	\$ 9,263
	Monthly Testing					\$ 7,338				
	TCEQ Annual Testing					\$ 1,925				
6135	Contractual Services	\$ 24,570	\$ 19,727	\$ 10,193	\$ 19,727	\$ 21,043	\$ -	\$ 21,043	\$ -	\$ 21,043
	MCS / Electrical									
6430	Bulk Water Services	\$ 158,543	\$ 154,494	\$ 74,270	\$ 154,494	\$ 154,494	\$ -	\$ 154,494	\$ -	\$ 154,494
6500	Misc. Services	\$ 2,632	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6540	Maintenance Agreement	\$ -	\$ 239	\$ -	\$ 239	\$ 239	\$ -	\$ 239	\$ -	\$ 239
	(LCRA) 900 MZH Annual Maintenance									
6600	Disposal Services	\$ -	\$ 6,500	\$ 4,869	\$ 8,941	\$ 6,500	\$ 2,441	\$ 8,941	\$ -	\$ 8,941
	<b>Subtotal</b>	<b>\$ 190,091</b>	<b>\$ 190,223</b>	<b>\$ 91,534</b>	<b>\$ 192,664</b>	<b>\$ 191,539</b>	<b>\$ 2,441</b>	<b>\$ 193,980</b>	<b>\$ -</b>	<b>\$ 193,980</b>

**WATER PLANT ONE**

**Account 30-565**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13		Budget 2012-13
<b>Fixed Assets</b>										
9715	Construction Costs / WTP1 Barge	\$ 9,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9720	Machinery & Equipment	\$ 19,779	\$ 16,600	\$ -	\$ 16,600	\$ -	\$ 10,300	\$ 10,300	\$ -	\$ 10,300
	4 new Chlorinators / Replacement (\$1,150 ea)		\$ 4,600				\$ -			
	Replace last 6 discontinued Turbidity Meters		\$ 12,000				\$ -			
	Allegiance to Golf Ball Flow Meter						\$ 4,300			
	Replacement Mower						\$ 6,000			
9730	Office Equipment	\$ 560	\$ -	\$ -	\$ -	\$ -	\$ 4,950	\$ 4,950	\$ -	\$ 4,950
	New Computer MJ's Office						\$ 850			
	SCADA New Server/ Software upgrade						\$ 4,100			
9830	2010 Chevrolet Reg Cab - Principle (\$19,119)	\$ 3,035	\$ 6,251	\$ 4,665	\$ 6,251	\$ 6,492	\$ -	\$ 6,492	\$ -	\$ 6,492
9831	2010 Chevrolet Reg Cab - Interest	\$ 352	\$ 523	\$ 415	\$ 523	\$ 282	\$ -	\$ 282	\$ -	\$ 282
	<b>Subtotal</b>	<b>\$ 33,487</b>	<b>\$ 23,374</b>	<b>\$ 5,080</b>	<b>\$ 23,373</b>	<b>\$ 6,773</b>	<b>\$ 15,250</b>	<b>\$ 22,023</b>	<b>\$ -</b>	<b>\$ 22,023</b>
	<b>TOTAL</b>	<b>\$ 522,808</b>	<b>\$ 487,638</b>	<b>\$ 267,501</b>	<b>\$ 542,600</b>	<b>\$ 476,965</b>	<b>\$ 22,796</b>	<b>\$ 499,761</b>	<b>\$ -</b>	<b>\$ 499,761</b>

**DEPARTMENTAL BUDGET NARRATIVE  
WATER TREATMENT PLANT TWO  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$ 53,148</b>
<b>Operation &amp; Maintenance</b>	<b>\$ 83,818</b>
<b>Supplies</b>	<b>\$ 48,146</b>
<b>Services</b>	<b>\$ 92,554</b>
<b>Fixed Assets</b>	<b>\$ 20,373</b>
<b>TOTALS</b>	<b>\$298,039</b>

**Departmental Description:**

Water Treatment Plant Number 2 (WTP 2) provides for the intake, treatment and distribution of water from Lake Travis to the northern section of Lago Vista. The Plant is capable of treating up to 1 million gallons of treated water per day (MGD) but its distribution capacity is limited to approximately 0.920 MGD. The Plant averages an estimated 0.389 MGD of actual production over the course of a year. In addition to the expenses for the Plant, the WTP 2 Budget includes various operating and maintenance expenses for the Lohman's Ford Road/Paseo De Vaca Booster Pump Stations and Storage Tanks, the Bronco (Lower Bar K) Storage Tank, the Talon Circle (Upper Bar K) Storage Tank and the Hollows Tanks.

**Budget Summary:**

The 2012-13 Budget for the Water Treatment Plant Two totals \$298,039 which represents a 9.5933% increase (\$26,089) more than the 2011-12 Approved Budget. The largest increases were in Fuel/Lubricants (\$3,632) and Fixed Assets (\$13,600). This Division experiences significant overtime and standby pay expenses as weekend and holiday coverage is rotated among water plant and sewer plant employees.

**Personnel:**

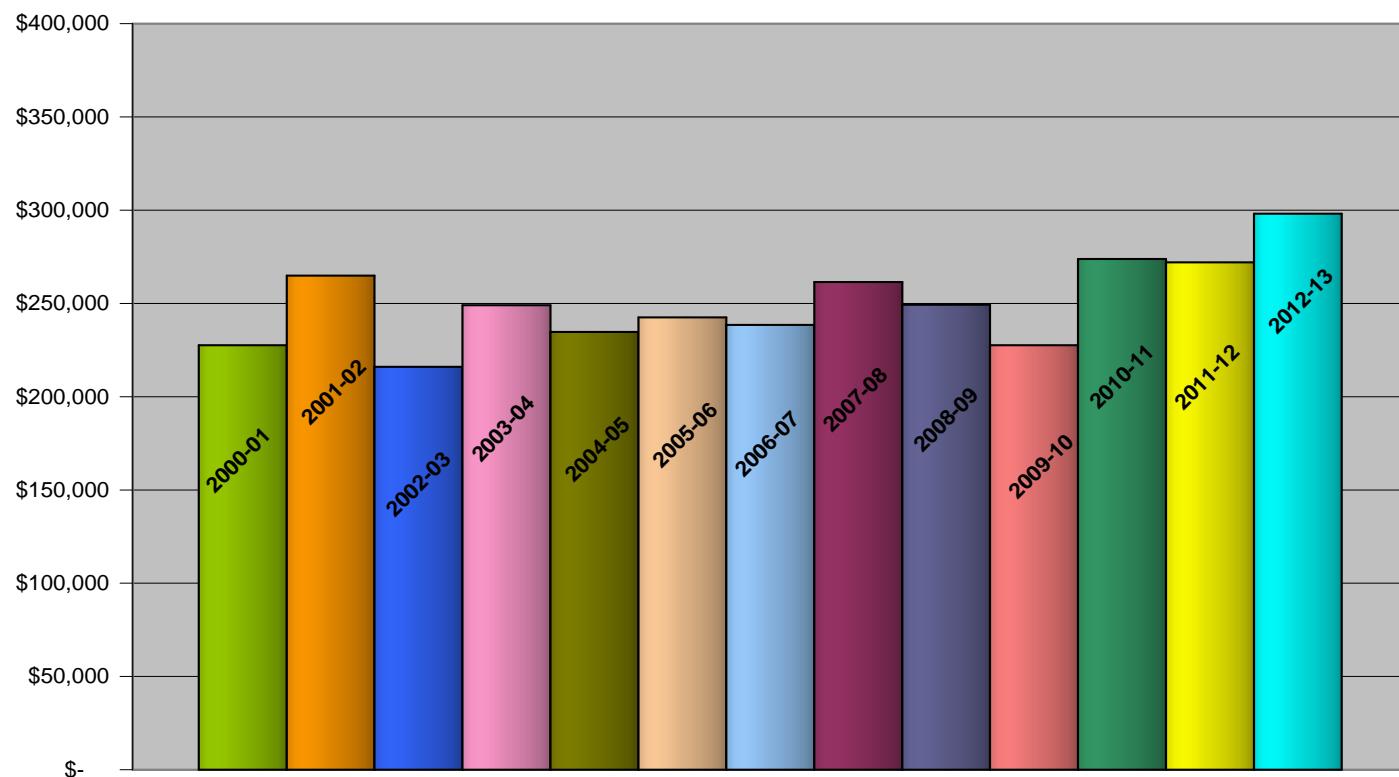
Staffing Levels for the Division include 1 position as follows:

1 Plant Operator

**Fixed Assets**

The 2011-12 Budget allows for the purchase of a Bronco Tank to Talon Tank flow meter, and a Talon Tank to Pressure Plane IV flow meter.

### Water Plant Two Expenses



Note: Increases in expenses from 2002/03 to 2003/04 were primarily related to conversion from treatment by free chlorine to treatment by chloramines. The reduction in expenditures for 2004/05 is due to efforts by Staff to cut back on expenses and the funding of plant improvements through capital funds. An increase in costs is projected for FY 2010/11 due to higher bulk water purchase rates.

**WATER PLANT TWO**

**Account 30-567**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request	Request 2012-13		
<b><u>Personnel &amp; Benefits</u></b>										
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 72	\$ 135	\$ 236	\$ 261	\$ 225	\$ -	\$ 225	\$ -	\$ 225
1020	Social Security / Medicare (7.65%)	\$ 2,931	\$ 2,975	\$ 1,439	\$ 2,975	\$ 2,978	\$ -	\$ 2,978	\$ -	\$ 2,978
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 3,433	\$ 3,020	\$ 1,552	\$ 3,015	\$ 2,695	\$ -	\$ 2,695	\$ -	\$ 2,695
1050	Health Insurance	\$ 6,064	\$ 6,086	\$ 3,043	\$ 6,086	\$ 6,999	\$ -	\$ 6,999	\$ -	\$ 6,999
1070	Workers Compensation	\$ 1,211	\$ 1,241	\$ 651	\$ 1,204	\$ 1,327	\$ -	\$ 1,327	\$ -	\$ 1,327
1560	Plant Operator Kelly Shaffer	\$ 33,174	\$ 33,505	\$ 16,955	\$ 33,505	\$ 33,101	\$ -	\$ 33,101	\$ -	\$ 33,101
1591	Standby Time	\$ 1,725	\$ 1,950	\$ 675	\$ 1,950	\$ 1,950	\$ -	\$ 1,950	\$ -	\$ 1,950
1274	Overtime	\$ 3,206	\$ 3,200	\$ 943	\$ 3,200	\$ 3,200	\$ -	\$ 3,200	\$ -	\$ 3,200
1145	Longevity	\$ 208	\$ 236	\$ 236	\$ 236	\$ 269	\$ -	\$ 269	\$ -	\$ 269
	Rewards Program	\$ -	\$ -	\$ -	\$ -	\$ 404	\$ -	\$ 404	\$ -	\$ 404
	<b>Subtotal</b>	<b>\$ 52,023</b>	<b>\$ 52,348</b>	<b>\$ 25,729</b>	<b>\$ 52,432</b>	<b>\$ 53,148</b>	<b>\$ -</b>	<b>\$ 53,148</b>	<b>\$ -</b>	<b>\$ 53,148</b>

**WATER PLANT TWO**
**Account 30-567**

Account Number	Account Name	Yr End Actual <u>09/30/11</u>	Current Budget <u>2011-12</u>	6 Months Actual YTD <u>3/31/12</u>	Year End Estimate <u>09/30/12</u>	Base Budget <u>2012-13</u>	Supplemental Budget Request	Total Budget <u>2012-13</u>	Adopted Budget <u>2012-13</u>
		Calculation	Request <u>2012-13</u>	Budget Cuts					
<b><u>Operation &amp; Maintenance</u></b>									
4110	Uniforms	\$ 824	\$ 949	\$ 633	\$ 1,266	\$ 899	\$ -	\$ 899	\$ -
	Uniforms (1 @ \$9/wk*52 wks)				\$ 468				\$ 899
	Delivery Fee (\$2.83*52)				\$ 147				
	Uniform Insurance (\$1.32*52)				\$ 69				
	Steel Toed Boot Allowance (1 @ \$130)				\$ 130				
	Safety Shirts L/SS Sleeve 5 pair @ \$17.00				\$ 85				
4200	Travel	\$ 45	\$ 90	\$ -	\$ 90	\$ 90	\$ -	\$ 90	\$ 90
	Meals for School 2 @ \$45 each								
4300	Education	\$ 1,345	\$ 661	\$ 501	\$ 661	\$ 550	\$ -	\$ 550	\$ 550
	License Renewal 1 @ \$111.00				\$ 550				
	Classes 2 @ \$275.00 each								
4400	Dues	\$ -	\$ -	\$ 3,841	\$ 3,841	\$ -	\$ 3,945	\$ 3,945	\$ 3,945
	Tier-2				\$ -	\$ -	\$ 100		
	Water System Fee TCEQ				\$ -	\$ -	\$ 3,845		
4600	Telephone	\$ 2,351	\$ 1,776	\$ 1,053	\$ 1,776	\$ 1,776	\$ -	\$ 1,776	\$ 1,776
	Cell Phone Plant Access \$97.99 * 12				\$ 1,176				
	(Telephone Internet Access for SCADA)								
	Plant Phone \$50/mo				\$ 600				
4650	Electric	\$ 85,382	\$ 58,398	\$ 30,173	\$ 58,398	\$ 58,398	\$ 1,751	\$ 60,149	\$ 60,149
4700	Maintenance/Repairs	\$ 9,041	\$ 11,324	\$ 3,380	\$ 11,324	\$ 10,409	\$ -	\$ 10,409	\$ 10,409
	Annual Lab Equipment Maint.				\$ 650				
	Annual Chlorinator Maint. Cont.				\$ 1,920				
	Annual Pump Maint Cont.				\$ 1,250				
	Pressure Tank Inspections				\$ 3,585				
	Annual Meter Calibration Cont.				\$ 560				
	Annual RPZ Calibration Cont.				\$ 165				
	Annual ACT-PAK Calib. Cont.				\$ 779				
	Fittings and Valves				\$ 1,500				

**WATER PLANT TWO**
**Account 30-567**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Calculation	Budget Request	Request 2012-13	
4715	Maint/Repair Unanticipated	\$ 2,528	\$ 5,000	\$ 2,030	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
4725	Vehicle Maintenance & Repair	\$ 1,201	\$ 200	\$ 29	\$ 200	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
4730	Vehicle Safety Equipment	\$ -	\$ 207	\$ 290	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 102,718</b>	<b>\$ 78,605</b>	<b>\$ 41,930</b>	<b>\$ 82,846</b>	<b>\$ 78,122</b>	<b>\$ 5,696</b>	<b>\$ 83,818</b>	<b>\$ -</b>	<b>\$ 83,818</b>
<b>Supplies</b>										
5300	Supplies	\$ 643	\$ 1,225	\$ 175	\$ 1,225	\$ 1,225	\$ -	\$ 1,225	\$ -	\$ 1,225
	SYN 3.4 Mat (1.13*52)					\$ 59				
	Roll Hand Towels (1.64*52)					\$ 85				
	Shop Towels (2.96*52)					\$ 154				
	Misc Supplies					\$ 927				
5400	Fuel/Lubricants	\$ 5,302	\$ 2,550	\$ 3,091	\$ 6,182	\$ 2,550	\$ 3,632	\$ 6,182	\$ -	\$ 6,182
5430	Chemicals	\$ 10,936	\$ 39,210	\$ 4,517	\$ 39,210	\$ 40,739	\$ -	\$ 40,739	\$ -	\$ 40,739
	Alum (3 Loads @ \$4,080 ea)					\$ 12,240				
	Polymer (6 Drums @ \$418 ea)					\$ 2,508				
	Chlorine (35 Cyls @ \$92ea)					\$ 3,430				
	CCH (2 100# @ \$152 ea)					\$ 304				
	LAS (1 load @ \$5,310 ea)					\$ 5,310				
	Copper S. (1/3 load @ \$9760 ea)					\$ 9,760				
	Sodium P. (6 Drums @ \$706 ea)					\$ 4,236				
	Laboratory Chemicals					\$ 2,951				
<b>Subtotal</b>		<b>\$ 16,881</b>	<b>\$ 42,985</b>	<b>\$ 7,783</b>	<b>\$ 46,617</b>	<b>\$ 44,514</b>	<b>\$ 3,632</b>	<b>\$ 48,146</b>	<b>\$ -</b>	<b>\$ 48,146</b>

**WATER PLANT TWO**

**Account 30-567**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Budget Cuts	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request	Request 2012-13		
<b>Services</b>										
6125	Testing Services Monthly Testing TCEQ Annual Testing	\$ 4,079	\$ 9,263	\$ 1,924	\$ 9,263	\$ 7,338	\$ 9,263	\$ -	\$ 9,263	\$ -
6135	Contractual Services MCS / Electrical	\$ 20,160	\$ 19,727	\$ 10,080	\$ 19,727	\$ 21,043	\$ -	\$ 21,043	\$ -	\$ 21,043
6430	Bulk Water Services	\$ 67,716	\$ 62,248	\$ 28,546	\$ 62,248	\$ 62,248	\$ -	\$ 62,248	\$ -	\$ 62,248
6500	Misc. Services IT - Northshore Computers	\$ 2,632	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 94,587</b>	<b>\$ 91,238</b>	<b>\$ 40,550</b>	<b>\$ 91,238</b>	<b>\$ 92,554</b>	<b>\$ -</b>	<b>\$ 92,554</b>	<b>\$ -</b>	<b>\$ 92,554</b>
<b>Fixed Assets</b>										
9720	Machinery & Equipment Bronco to Tallon Flow Meter Tallon Hydro Flow Meter	\$ 4,198	\$ -	\$ -	\$ -	\$ -	\$ 13,600	\$ 13,600	\$ -	\$ 13,600
9730	Office Equipment						\$ -	\$ -	\$ -	\$ -
9832	2010 Chevrolet Reg Cab - Principal (\$19,115)	\$ 3,035	\$ 6,251	\$ 4,665	\$ 6,251	\$ 6,492	\$ -	\$ 6,492	\$ -	\$ 6,492
9833	2010 Chevrolet Reg Cab - Interest	\$ 352	\$ 523	\$ 415	\$ 523	\$ 282	\$ -	\$ 282	\$ -	\$ 282
	<b>Subtotal</b>	<b>\$ 7,585</b>	<b>\$ 6,774</b>	<b>\$ 5,080</b>	<b>\$ 6,773</b>	<b>\$ 6,773</b>	<b>\$ 13,600</b>	<b>\$ 20,373</b>	<b>\$ -</b>	<b>\$ 20,373</b>
	<b>TOTAL</b>	<b>\$ 273,793</b>	<b>\$ 271,950</b>	<b>\$ 121,070</b>	<b>\$ 279,907</b>	<b>\$ 275,111</b>	<b>\$ 22,928</b>	<b>\$ 298,039</b>	<b>\$ -</b>	<b>\$ 298,039</b>

**DEPARTMENTAL BUDGET NARRATIVE  
SEWER SERVICES  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$164,055</b>
<b>Operation &amp; Maintenance</b>	<b>\$114,750</b>
<b>Supplies</b>	<b>\$46,433</b>
<b>Services</b>	<b>\$16,815</b>
<b>Fixed Assets</b>	<b>\$60,022</b>
<b>TOTALS</b>	<b>\$402,074</b>

**Departmental Description:**

The Sewer Services Division provides for the operation and maintenance of the wastewater collection system throughout the community. The wastewater collection system consists of a combination of gravity and pressure sewer lines totaling 452,550 linear feet and 328 sewer manholes, and 14 lift stations. The Division provides for all sewer taps (30 per year), sewer line extensions (550 linear feet per year), repair of sewer line breaks (6 per year), removal of sewer line blockages (15 per year) and routine sewer line cleaning (17,000 linear feet per year). The division also provides for the repair and maintenance of all manholes and lift stations, and provides for installation of sewer lines and other facilities under the City's Capital Improvement Program. In addition, the Division provides for odor control at various locations in the collection system.

### **Budget Summary:**

The 2012-13 Budget for the Sewer Services Division totals \$402,074 which represents a 17.0786% increase (\$58,652) more than the 2011-12 Approved Budget which is due to the addition of a Utility Laborer, the replacement of a 15 year old truck, fuel costs, and the contracted cleaning of High Drive Lift station. These increases will be offset by the reduction in the amount of Hydrogen Peroxide that will be needed to be purchased once the new Biocubes go in service (an estimated \$12,000 reduction from the Approved 2011-12 Budget). Future budgets will still require some expenses for necessary odor control chemicals that allow us to resolve customer complaints regarding odors at our lift station locations but in greatly reduced amounts.

### **Personnel:**

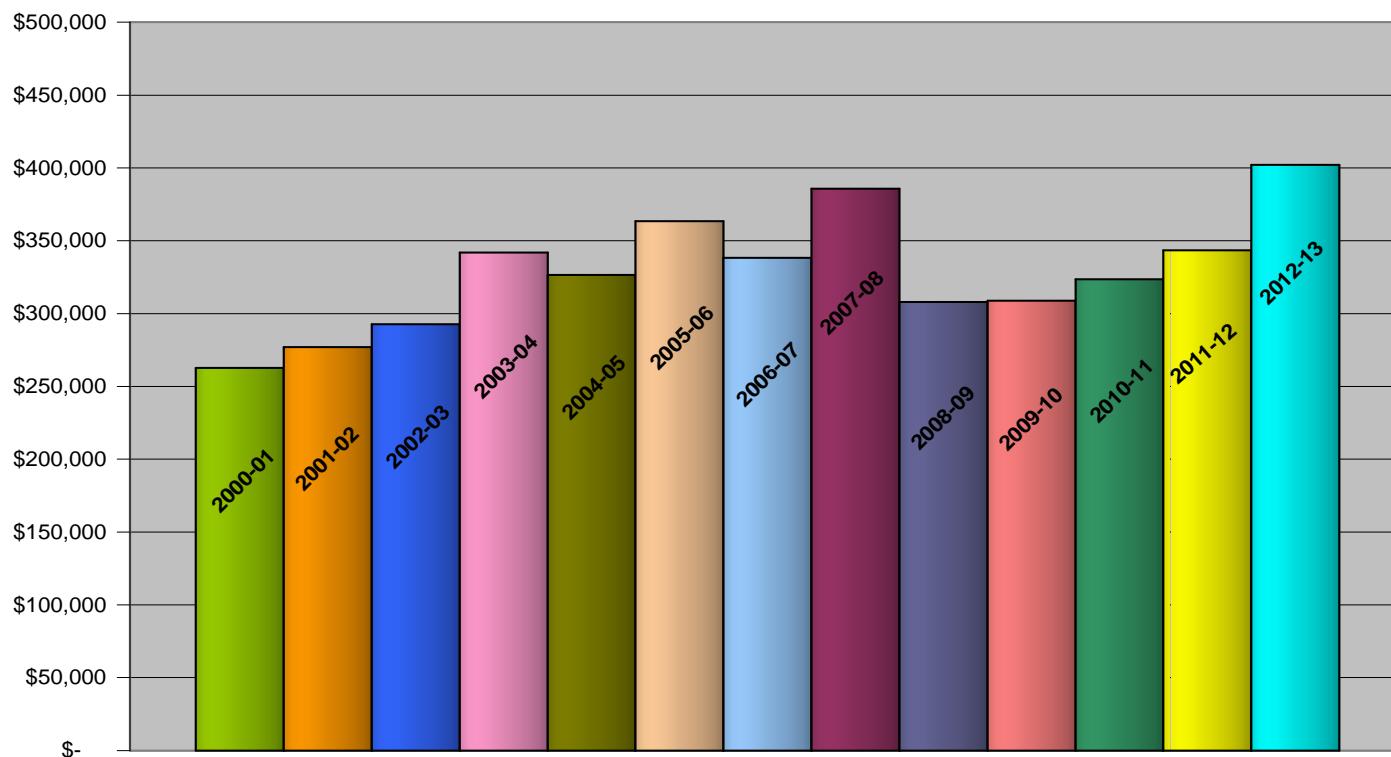
Staffing levels for the Division include 4 positions as follows:

- 1 Crew Leader
- 1 Public Works Mechanic
- 1 Equipment Operator
- 1 Utility Laborer (new)

### **Fixed Assets:**

The 2012-13 Budget for the Sewer Services Division provides for the replacement of a 15 year old flatbed truck.

### Sewer Services Expenses



Note: Increases across the various fiscal years were due to inflationary factors and demand for services. Increases experienced from 2002-03 to 2003-04 are due to sewer odor control program. Reduction in expenses for 2004-05 are due to Staff efforts to reduce expenses including the reduction in worker hours due to vacancy and a reduction in the demand for sewer taps and sewer extensions. Demand for service and inflationary factors, as well as replacing major pieces of maintenance equipment continues to drive the expenditures upward in past years. The expected demand for new services and extensions was less for FY2008-09, FY 2009-10, FY 2010-11, allowing for reduced expenses, but this demand is expected to return in 2011-12.

**SEWER SERVICES**
**Account 30-570**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End Actual 09/30/11</b>	<b>Current Budget 2011-12</b>	<b>6 Months Actual YTD 3/31/12</b>	<b>Year End Estimate 09/30/12</b>	<b>Calculation</b>	<b>Base Budget 2012-13</b>	<b>Supplemental Budget Request 2012-13</b>	<b>Total Budget</b>	<b>Budget Cuts</b>	<b>Adopted Budget 2012-13</b>
<b><u>Personnel &amp; Benefits</u></b>											
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 216	\$ 405	\$ 599	\$ 783		\$ 675	\$ 225	\$ 900	\$ -	\$ 900
1020	Social Security / Medicare (7.65%)	\$ 7,055	\$ 6,911	\$ 3,678	\$ 7,160		\$ 7,133	\$ 1,610	\$ 8,743	\$ -	\$ 8,743
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 8,281	\$ 7,016	\$ 3,977	\$ 7,260		\$ 7,915	\$ -	\$ 7,915	\$ -	\$ 7,915
1050	Health Insurance	\$ 17,691	\$ 18,258	\$ 9,129	\$ 18,258		\$ 28,612	\$ -	\$ 28,612	\$ -	\$ 28,612
1070	Workers Compensation	\$ 2,471	\$ 3,188	\$ 1,673	\$ 3,093		\$ 3,193	\$ -	\$ 3,193	\$ -	\$ 3,193
1561	Crew Leader Salvador Guillen	\$ 27,854	\$ 28,500	\$ 14,654	\$ 28,904		\$ 28,089	\$ 411	\$ 28,500	\$ -	\$ 28,500
1570	Maintenance Personnel Equipment Operator- Jesus Valero Mechanic - Carl Sanders Utility Laborer New	\$ 56,145	\$ 56,560	\$ 28,684	\$ 56,560	\$ 27,637 \$ 28,115	\$ 55,752	\$ 21,050	\$ 76,801	\$ -	\$ 76,801
1591	Standby Time	\$ 900	\$ 900	\$ 600	\$ 900		\$ 900	\$ -	\$ 900	\$ -	\$ 900
1274	Overtime	\$ 5,921	\$ 3,600	\$ 3,359	\$ 6,359		\$ 3,600	\$ 2,400	\$ 6,000	\$ -	\$ 6,000
1145	Longevity	\$ 727	\$ 774	\$ 875	\$ 875		\$ 1,279	\$ -	\$ 1,279	\$ -	\$ 1,279
	Rewards Program	\$ -	\$ -	\$ -	\$ -		\$ 1,212	\$ -	\$ 1,212	\$ -	\$ 1,212
<b>Subtotal</b>		<b>\$ 127,261</b>	<b>\$ 126,112</b>	<b>\$ 67,229</b>	<b>\$ 130,154</b>		<b>\$ 138,359</b>	<b>\$ 25,696</b>	<b>\$ 164,055</b>	<b>\$ -</b>	<b>\$ 164,055</b>

**SEWER SERVICES**
**Account 30-570**

Account <u>Number</u>	Account <u>Name</u>	Yr End <u>09/30/11</u>	Current Budget <u>2011-12</u>	6 Months Actual YTD <u>3/31/12</u>	Year End Estimate <u>09/30/12</u>	Base Budget <u>2012-13</u>	Supplemental Budget <u>Request</u>	Total Budget <u>2012-13</u>	Adopted Budget <u>2012-13</u>
		<u>Actual</u>	<u>2011-12</u>	<u>Calculation</u>	<u>2012-13</u>		<u>Cuts</u>	<u>2012-13</u>	
<b><u>Operation &amp; Maintenance</u></b>									
4000	Liability/Property Insurance	\$ 1,553	\$ 1,817	\$ 714	\$ 1,521	\$ 1,673	\$ -	\$ 1,673	\$ -
	Vehicle Liability				\$ 845				
	Auto physical damage				\$ 827				
4110	Uniforms	\$ 1,958	\$ 2,552	\$ 1,416	\$ 2,832	\$ 2,402	\$ -	\$ 2,402	\$ -
	3 @ \$9/week*52weeks				\$ 1,404				
	Delivery Fee (\$2.83 * 52 wks)				\$ 147				
	Uniform Insurance (3 @ \$1.32*/wk*52)				\$ 206				
	Steel Toed Boot Allowance (3 @ \$130 each)				\$ 390				
	Safety Shirts L/SS Sleeve 15 pair @ \$17.00 each				\$ 255	\$ -			
	Winter Coat (3 @ \$50.00)				\$ -	\$ -			
4200	Travel	\$ 146	\$ 315	\$ -	\$ 315	\$ 315	\$ -	\$ 315	\$ -
	Meals for school 7 \$ \$45.00 each								
4300	Education	\$ 1,708	\$ 1,908	\$ -	\$ 1,908	\$ 1,908	\$ -	\$ 1,908	\$ -
	D. Walden 2 classes @ \$225 each				\$ 450				
	M. Montez 1 class				\$ 225				
	L. Wallace 1 class				\$ 225				
	B. Conn 1 class				\$ 225				
	B. Hahn 2 classes				\$ 450				
	3 Test @ \$111 each				\$ 333				
4570	Rental/Lease	\$ 296	\$ 500	\$ 213	\$ 500	\$ 500	\$ -	\$ 500	\$ -

**SEWER SERVICES**
**Account 30-570**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End</b>	<b>Current</b>	<b>6 Months</b>	<b>Year End</b>	<b>Base Budget</b>	<b>Supplemental</b>	<b>Total Budget</b>	<b>Adopted Budget</b>
		<b>Actual 09/30/11</b>	<b>Budget 2011-12</b>	<b>Actual YTD 3/31/12</b>	<b>Estimate 09/30/12</b>		<b>Budget Request 2012-13</b>	<b>Budget Cuts 2012-13</b>	
4600	Telephone	\$ 6,751	\$ 6,613	\$ 4,195	\$ 8,390	\$ 5,767	\$ -	\$ 5,767	\$ -
	Lift Stations ( \$402.11 x 12 mo)				\$ 4,825				\$ 5,767
	Cell Phones (2 @ \$39.25/mo x 12 mo)				\$ 942				
	(Crew Leader, C. Sanders)								
4650	Electric	\$ 33,276	\$ 36,050	\$ 13,977	\$ 36,050	\$ 36,050	\$ -	\$ 36,050	\$ 36,050
4700	Maintenance/Repairs	\$ 11,392	\$ 10,000	\$ 2,702	\$ 10,000	\$ 10,000	\$ 3,000	\$ 13,000	\$ 13,000
4715	Maint/ Repairs Unanticipated	\$ 21,159	\$ 10,000	\$ 5,871	\$ 10,000	\$ 10,000	\$ 3,000	\$ 13,000	\$ 13,000
4725	Vehicle Maintenance & Repair	\$ 13,137	\$ 16,000	\$ 9,655	\$ 16,000	\$ 16,000	\$ -	\$ 16,000	\$ 16,000
	Regular Maintenance & Repairs			\$ -					
4730	Vehicle Safety Equipment	\$ -	\$ 661	\$ 539	\$ 997	\$ 310	\$ 575	\$ 885	\$ 885
	Truck Light Bars (1 @ \$310 each)				\$ 310	\$ -			
	Grill Guard,Headache Rack					\$ 575			
4758	Sewer Extension Expense	\$ 14,283	\$ 23,250	\$ 16,694	\$ 23,250	\$ 23,250	\$ -	\$ 23,250	\$ 23,250
	30 Taps @ \$375/Tap				\$ 11,250				
	1000 LF Ext @ \$12/LF				\$ 12,000				
	<b>Subtotal</b>	<b>\$ 105,658</b>	<b>\$ 109,666</b>	<b>\$ 55,976</b>	<b>\$ 111,763</b>	<b>\$ 108,175</b>	<b>\$ 6,575</b>	<b>\$ 114,750</b>	<b>\$ 114,750</b>

**SEWER SERVICES**
**Account 30-570**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End Actual</b>	<b>Current Budget</b>	<b>6 Months Actual YTD</b>	<b>Year End Estimate</b>	<b>Calculation</b>	<b>Base Budget</b>	<b>Supplemental Budget Request</b>	<b>Total Budget</b>	<b>Budget Cuts</b>	<b>Adopted Budget</b>
		<b>09/30/11</b>	<b>2011-12</b>	<b>3/31/12</b>	<b>09/30/12</b>		<b>2012-13</b>	<b>2012-13</b>	<b>2012-13</b>		<b>2012-13</b>
<b><u>Supplies</u></b>											
5300	Supplies	\$ 4,856	\$ 4,000	\$ 2,145	\$ 4,000		\$ 5,273	\$ -	\$ 5,273	\$ -	\$ 5,273
	Misc. Supplies							\$ 3,144			
	\$255.83/month x 12 months										
	Misc Supplies (locks, keys, fittings, hardware, etc)										
	Unifirst:										
	Micrell 800 ML R (1.45*52)						\$ 75				
	Scraper 3.5 (2.20*52)						\$ 114				
	Roll Hand Towels (2.40*52)						\$ 125				
	SYN 3.4 Mat (2.20*52)						\$ 114				
	3x5 Anti Fatigue Mat (2.20*52)						\$ 114				
	Shop Towels (2.88*52)						\$ 150				
	36' Dry Mop (.82*52)						\$ 43				
	Air Freshener (2.20*52)						\$ 114				
	Delivery Fee (1.53*52)						\$ 80				
	Microtell Batterys						\$ 1,200				
5305	Supplies- Small tools	\$ 1,255	\$ 1,231	\$ 945	\$ 1,231		\$ 1,400	\$ -	\$ 1,400	\$ -	\$ 1,400
	Wrenches, pliers, screwdrivers, chain saw blades										
5400	Fuel/Lubricants	\$ 24,101	\$ 17,000	\$ 13,229	\$ 24,000		\$ 17,500	\$ 6,500	\$ 24,000	\$ -	\$ 24,000
	\$1,416.66 / month X 12 months										
5430	Chemicals	\$ 4,548	\$ 19,649	\$ 12,936	\$ 19,679		\$ 15,760	\$ -	\$ 15,760	\$ -	\$ 15,760
	Grease Enzymes \$130 per week * 52						\$ 6,760				
	Hydrogen Peroxide 30,000 lb *0.60 / lb						\$ 9,000				
	<b>Subtotal</b>	<b>\$ 34,759</b>	<b>\$ 41,880</b>	<b>\$ 29,255</b>	<b>\$ 48,910</b>		<b>\$ 39,933</b>	<b>\$ 6,500</b>	<b>\$ 46,433</b>	<b>\$ -</b>	<b>\$ 46,433</b>
<b><u>Services</u></b>											
6130	Engineering & Planning Service	\$ 2,444	\$ 4,000	\$ 1,395	\$ 2,000		\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000
6135	Contractual Services	\$ 8,525	\$ 7,909	\$ 517	\$ 7,909		\$ 8,436	\$ 4,800	\$ 13,236	\$ -	\$ 13,236
	MCS - & Microtel Repairs										
	Clean High Drive Lift Station (2 @ \$2,400)							\$ 4,800			

**SEWER SERVICES**
**Account 30-570**

<b>Account Number</b>	<b>Account Name</b>	<b>Yr End Actual</b>	<b>Current Budget</b>	<b>6 Months Actual YTD</b>	<b>Year End Estimate</b>	<b>Calculation</b>	<b>Base Budget</b>	<b>Supplemental Budget Request</b>	<b>Total Budget</b>	<b>Budget Cuts</b>	<b>Adopted Budget</b>
		<b>09/30/11</b>	<b>2011-12</b>	<b>3/31/12</b>	<b>09/30/12</b>		<b>2012-13</b>	<b>2012-13</b>	<b>2012-13</b>		<b>2012-13</b>
6500	Miscellaneous Services	\$ 2,832	\$ 68	\$ -	\$ 68	\$ 50	\$ 100	\$ -	\$ 100	\$ -	\$ 100
	Antivirus License					\$ 50					
	Antispam License					\$ 50					
6540	Maintenance Agreements	\$ -	\$ 479	\$ -	\$ 479		\$ 479	\$ -	\$ 479	\$ -	\$ 479
	(LCRA) 900 MZH Annual Maintenance						\$ 479				
6545	Refund Sewer Tap Fee	\$ -	\$ -	\$ 1,500	\$ 1,500		\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 13,801</b>	<b>\$ 12,456</b>	<b>\$ 3,412</b>	<b>\$ 9,977</b>		<b>\$ 12,015</b>	<b>\$ 4,800</b>	<b>\$ 16,815</b>		<b>\$ 16,815</b>
<b>Fixed Assets</b>											
9720	Machinery & Equipment	\$ 846	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
9820	09 Mack Vacuum Truck - Principle (Total Cost \$129,775)	\$ 25,473	\$ 26,489	\$ 13,077	\$ 26,489		\$ 27,701	\$ -	\$ 27,701	\$ -	\$ 27,701
9821	09 Mack Vacuum Truck - Interest	\$ 3,652	\$ 2,640	\$ 1,486	\$ 2,640		\$ 1,428	\$ -	\$ 1,428	\$ -	\$ 1,428
9826	Backhoe Loader - Principle (\$71,626.85)	\$ 10,841	\$ 22,313	\$ 11,040	\$ 22,313		\$ 23,173	\$ -	\$ 23,173	\$ -	\$ 23,173
9827	Backhoe Loader - Interest	\$ 1,249	\$ 1,866	\$ 1,050	\$ 1,866		\$ 1,006	\$ -	\$ 1,006	\$ -	\$ 1,006
	2012 Chevy 2500 Super Duty (Principle \$24,988) Replace 15 Year Old Flatbed Truck						\$ -	\$ 5,936	\$ 5,936	\$ -	\$ 5,936
	2012 Chevy 2500 Super Duty Interest						\$ -	\$ 777	\$ 777	\$ -	\$ 777
	<b>Subtotal</b>	<b>\$ 42,061</b>	<b>\$ 53,308</b>	<b>\$ 26,653</b>	<b>\$ 53,309</b>		<b>\$ 53,309</b>	<b>\$ 6,713</b>	<b>\$ 60,022</b>		<b>\$ 60,022</b>
	<b>TOTAL</b>	<b>\$ 323,541</b>	<b>\$ 343,422</b>	<b>\$ 182,524</b>	<b>\$ 354,112</b>		<b>\$ 351,790</b>	<b>\$ 50,284</b>	<b>\$ 402,074</b>		<b>\$ 402,074</b>

**DEPARTMENTAL BUDGET NARRATIVE  
WASTE WATER TREATMENT PLANT  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$115,897</b>
<b>Operation &amp; Maintenance</b>	<b>\$94,432</b>
<b>Supplies</b>	<b>\$21,315</b>
<b>Services</b>	<b>\$48,624</b>
<b>Fixed Assets</b>	<b>\$0</b>
<b>TOTALS</b>	<b>\$280,268</b>

**Departmental Description:**

The Wastewater Treatment Plant (WTTP) provides for the treatment of all sewage generated by the wastewater collection system and the disposal of sludge created through the treatment process. Current flow through the plant averages approximately 0.418 MGD.

**Budget Summary:**

The 2012-13 Budget for the Waste Water Treatment Plant totals \$280,268 which represents a 0.0957% increase (\$268) more than the 2011-12 Approved Budget. This Division experiences significant overtime and standby pay expenses as weekend and holiday coverage is rotated among water plant and sewer plant employees. The Budget is predicated on a similar flow through the plant as FY 2011-12 and similar costs for electricity, chemicals and sludge disposal.

**Personnel:**

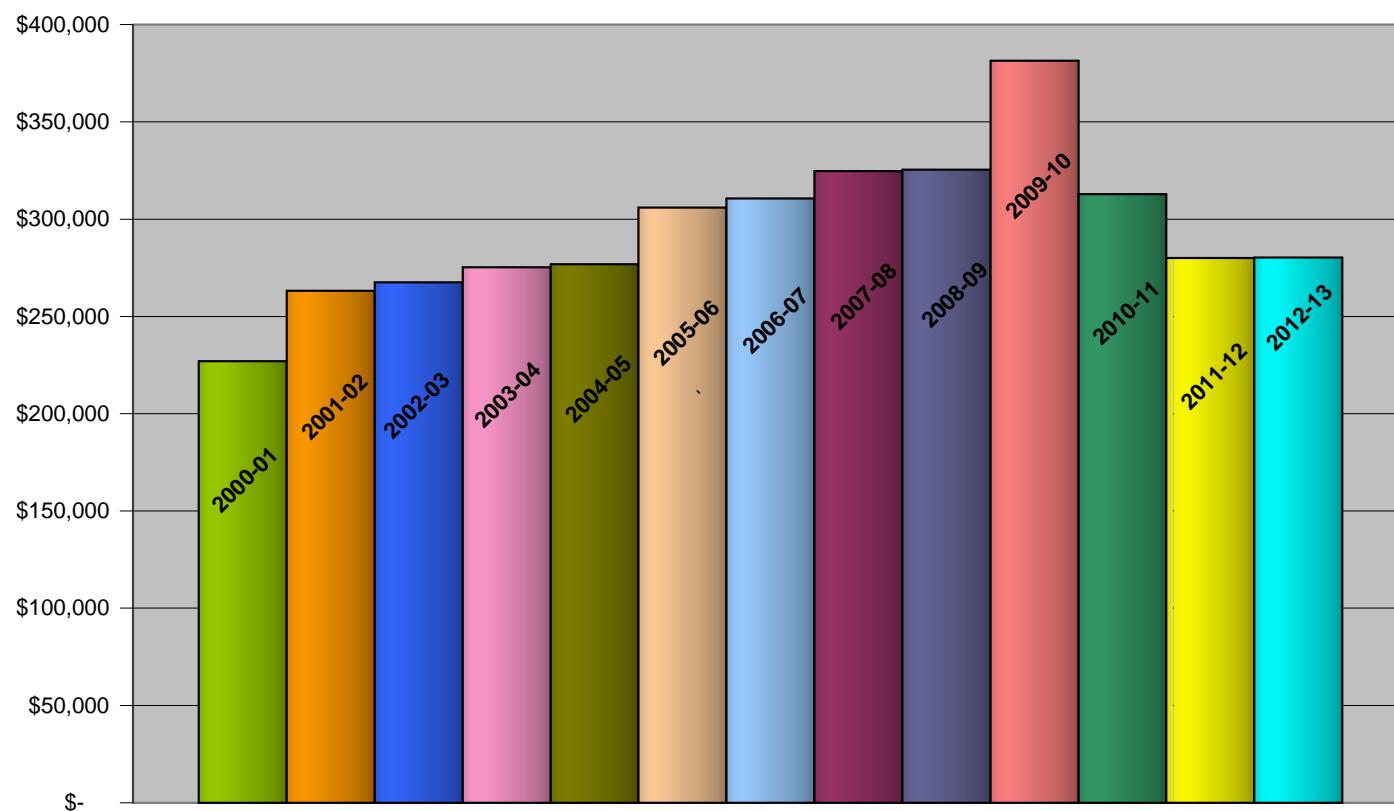
Staffing levels for the Division include 2 positions as follows:

- 1 Plant Supervisor
- 1 Plant Operator

**Fixed Assets**

No fixed asset purchases are budgeted for in the 2012-13 Budget.

### Waste Water Treatment Plant Expenses



Note: Increases experienced across the various Fiscal Years has been based on increased demand for treatment services. The cost of fuel, electricity and chemicals appear to have leveled off and should hold steady for fiscal year 2010/11.

**WASTEWATER TREATMENT PLANT**
**Account 30-575**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget 2012-13		Budget 2012-13
<b><u>Personnel &amp; Benefits</u></b>											
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ 165	\$ 270	\$ 449	\$ 522		\$ 450	\$ -	\$ 450	\$ -	\$ 450
1020	Social Security / Medicare (7.65%)	\$ 6,455	\$ 6,676	\$ 3,322	\$ 6,680		\$ 6,617	\$ -	\$ 6,617	\$ -	\$ 6,617
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ 7,652	\$ 6,778	\$ 3,614	\$ 6,772		\$ 6,045	\$ -	\$ 6,045	\$ -	\$ 6,045
1050	Health Insurance	\$ 11,617	\$ 12,708	\$ 6,354	\$ 12,708		\$ 14,614	\$ -	\$ 14,614	\$ -	\$ 14,614
1070	Workers Compensation	\$ 880	\$ 842	\$ 442	\$ 817		\$ 866	\$ -	\$ 866	\$ -	\$ 866
1555	Plant Superintendent Michael Duke	\$ 56,793	\$ 57,227	\$ 28,816	\$ 57,228		\$ 56,823	\$ -	\$ 56,823	\$ -	\$ 56,823
1560	Plant Operator Chris Maxwell	\$ 26,713	\$ 27,404	\$ 13,955	\$ 27,454		\$ 27,000	\$ -	\$ 27,000	\$ -	\$ 27,000
1591	Standby Time	\$ -	\$ 900	\$ -	\$ 900		\$ 900	\$ -	\$ 900	\$ -	\$ 900
1274	Overtime	\$ 1,122	\$ 1,000	\$ 423	\$ 1,000		\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000
1145	Longevity	\$ 761	\$ 741	\$ 741	\$ 741		\$ 774	\$ -	\$ 774	\$ -	\$ 774
	Rewards Program	\$ -	\$ -	\$ -	\$ -		\$ 808	\$ -	\$ 808	\$ -	\$ 808
	<b>Subtotal</b>	<b>\$ 112,158</b>	<b>\$ 114,546</b>	<b>\$ 58,115</b>	<b>\$ 114,821</b>		<b>\$ 115,897</b>	<b>\$ -</b>	<b>\$ 115,897</b>	<b>\$ -</b>	<b>\$ 115,897</b>

**WASTEWATER TREATMENT PLANT**
**Account 30-575**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental	Total Budget	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Budget Request 2012-13	Budget Cuts 2012-13

**Operation & Maintenance**

4110	Uniforms	\$ 1,417	\$ 1,648	\$ 827	\$ 1,648	\$ 936	\$ 1,582	\$ -	\$ 1,582	\$ -	\$ 1,582
	Uniforms (2 @ \$9/wk * 52 wks)					\$ 147					
	Delivery Fee (\$2.83*52)					\$ 69					
	Uniform Insurance (1 @ \$1.32*52)					\$ 260					
	Steel Toed Boot Allowance (2 @ \$130)					\$ 170					
	Safety Shirts L/SS Sleeve 10 @ \$17.00										
4200	Travel	\$ 100	\$ 270	\$ 251	\$ 270	\$ 270	\$ 270	\$ 90	\$ 360	\$ -	\$ 360
	Meals for School 8 @ \$45.00 each					\$ 90					
4300	Education	\$ 1,561	\$ 2,422	\$ 1,721	\$ 2,422	\$ 555	\$ 2,755	\$ -	\$ 2,755	\$ -	\$ 2,755
	License Renewal (5 @ \$111 each)					\$ 1,100					
	Classes:4-Plant Operator (\$275 ea)					\$ 550					
	2-Plant Superintendent (\$275 ea)					\$ 550					
	2-Dave Stewart (\$275 ea)										
4400	Misc Dues and Fees	\$ 1,450	\$ 4,440	\$ 1,350	\$ 4,440	\$ 2,521	\$ 4,440	\$ -	\$ 4,440	\$ -	\$ 4,440
	Annual TCEQ permit					\$ 1,919					
	Water Quality Assessment Fee										
4600	Telephone	\$ 1,725	\$ 2,352	\$ 860	\$ 1,720	\$ 1,800	\$ -	\$ 1,800	\$ -	\$ 1,800	
	Cell Phone Plant Access (2 phones) \$97.99/12 (Telephone Internet Access for SCADA)										
4650	Electric	\$ 77,478	\$ 42,153	\$ 35,387	\$ 60,662	\$ 42,153	\$ 18,509	\$ 60,662	\$ -	\$ 60,662	

**WASTEWATER TREATMENT PLANT**
**Account 30-575**

Account Number	Account Name	Yr End	Current	6 Months	Year End		Base	Supplemental	Total	Budget	Adopted
		Actual	Budget	Actual YTD	Estimate		Budget	Budget	Request	Budget	Budget
		09/30/11	2011-12	3/31/12	09/30/12	Calculation	2012-13	Request	2012-13	Cuts	2012-13
4700	Maintenance/Repairs	\$ 9,922	\$ 7,443	\$ 2,239	\$ 7,443		\$ 12,333	\$ -	\$ 12,333	\$ -	\$ 12,333
	Annual Lab Equipment Maint.					\$ 720					
	Annual Chlorinator Maint. Cont.					\$ 3,523					
	Annual Pump Maint Cont.					\$ 1,100					
	Annual Meter Calibration Cont.					\$ 140					
	Annual RPZ Calibration Cont.					\$ 200					
	Annual ACT-PAK Calib. Cont.					\$ 350					
	Fittings & Valves					\$ 1,500					
	Semi-Annual Lift Station Cleaning ( @ \$2400 per * 2 )					\$ 4,800					
4715	Maint/Repair Unanticipated	\$ 19,247	\$ 10,000	\$ 640	\$ 10,000		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
4725	Vehicle Maintenance & Repair	\$ 383	\$ 500	\$ 343	\$ 500		\$ 500	\$ -	\$ 500	\$ -	\$ 500
4730	Vehicle Safety Equipment	\$ -	\$ 493	\$ 340	\$ 340		\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 113,283</b>	<b>\$ 71,721</b>	<b>\$ 43,960</b>	<b>\$ 89,445</b>		<b>\$ 75,833</b>	<b>\$ 18,599</b>	<b>\$ 94,432</b>	<b>\$ -</b>	<b>\$ 94,432</b>

**Supplies**

5300	Supplies	\$ 1,287	\$ 1,783	\$ 585	\$ -		\$ 1,783	\$ -	\$ 1,783	\$ -	\$ 1,783
	SYN 3.4 Mat (1.13*52)					\$ 59					
	Roll Hand Towels (1.64*52)					\$ 85					
	Shop Towels (2.96*52)					\$ 154					
	Misc supplies					\$ 1,485					
5400	Fuel/Lubricants	\$ 4,052	\$ 3,303	\$ 1,364	\$ 3,303		\$ 3,303	\$ -	\$ 3,303	\$ -	\$ 3,303

**WASTEWATER TREATMENT PLANT**
**Account 30-575**

Account Number	Account Name	Yr End	Current	6 Months	Year End		Base	Supplemental	Total	Budget	Adopted
		Actual	Budget	Actual YTD	Estimate	Calculation	Budget	Budget	Request	Budget	Budget
		09/30/11	2011-12	3/31/12	09/30/12		2012-13	Request	2012-13	Cuts	2012-13
5430	Chemicals	\$ 17,249	\$ 16,229	\$ 6,865	\$ 16,229		\$ 16,229	\$ -	\$ 16,229	\$ -	\$ 16,229
	Polymer (10 Drums @ \$846 ea)					\$ 8,460					
	Chlorine (55 Cyls @ \$92 ea)					\$ 5,060					
	Chlorine (3 100 lb Dr. @ \$157 ea)					\$ 471					
	Laboratory Chemicals					\$ 2,238					
	<b>Subtotal</b>	<b>\$ 22,588</b>	<b>\$ 21,315</b>	<b>\$ 8,814</b>	<b>\$ 19,532</b>		<b>\$ 21,315</b>	<b>\$ -</b>	<b>\$ 21,315</b>	<b>\$ -</b>	<b>\$ 21,315</b>
<b>Services</b>											
6125	Testing Services	\$ 10,322	\$ 4,326	\$ 5,328	\$ 8,814		\$ 8,814	\$ -	\$ 8,814	\$ -	\$ 8,814
	Annual Sour Test					\$ 649					
	TCLP Test					\$ 1,145					
	Monthly Testing					\$ 7,020					
6135	Contractual Services	\$ 22,253	\$ 15,227	\$ 5,085	\$ 15,227		\$ 15,227	\$ 5,816	\$ 21,043	\$ -	\$ 21,043
	MCS / Electrical						\$ 15,227	\$ 1,016			
	Clean WWTP Lift Station (2 @ \$2,400)							\$ 4,800			
6500	Miscellaneous Services	\$ 2,632	\$ 68	\$ -	\$ 68		\$ -	\$ -	\$ -	\$ -	\$ -
	Antivirus License					\$ -					
	Antispam License					\$ -					
6540	Maintenance Agreements	\$ -	\$ 239	\$ -	\$ 239		\$ 239	\$ -	\$ 239	\$ -	\$ 239
	(LCRA) 900 MZH Annual Maintenance										
6600	Disposal Service	\$ 25,464	\$ 17,528	\$ 10,554	\$ 18,528	\$ -	\$ 17,528	\$ 1,000	\$ 18,528	\$ -	\$ 18,528
	<b>Subtotal</b>	<b>\$ 60,671</b>	<b>\$ 37,388</b>	<b>\$ 20,967</b>	<b>\$ 42,876</b>		<b>\$ 41,808</b>	<b>\$ 6,816</b>	<b>\$ 48,624</b>	<b>\$ -</b>	<b>\$ 48,624</b>

**WASTEWATER TREATMENT PLANT**
**Account 30-575**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget	Supplemental		Total Budget	Adopted Budget
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Calculation	Budget Request	Request 2012-13	
<b><u>Fixed Assets</u></b>										
9720	Machinery & Equipment	\$ -	\$ 17,515	\$ 32,565	\$ 32,565	\$ -	\$ -	\$ -	\$ -	\$ -
	New tires for Bobcat		\$ 1,165							
	Replace Chlorine Monitor		\$ 4,950							
	Replace Chlorinators 4 @ \$1,150		\$ 4,600							
	Replace Smartvalves 2 @ \$3,400 each		\$ 6,800							
9730	Office Equipment					\$ -	\$ -	\$ -	\$ -	\$ -
9815	4x4 Chevy Pick Up Truck (Principal)	\$ 4,117	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9816	4x4 Chevy Pick Up Truck (Interest)	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal</b>	<b>\$ 4,194</b>	<b>\$ 35,030</b>	<b>\$ 32,565</b>	<b>\$ 32,565</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL</b>	<b>\$ 312,893</b>	<b>\$ 280,000</b>	<b>\$ 164,421</b>	<b>\$ 299,239</b>	<b>\$ 254,853</b>	<b>\$ 25,415</b>	<b>\$ 280,268</b>	<b>\$ -</b>	<b>\$ 280,268</b>

**DEPARTMENTAL BUDGET NARRATIVE  
EFFLUENT DISPOSAL  
2012-13**

<b>Personnel &amp; Benefits</b>	<b>\$149,343</b>
<b>Operation &amp; Maintenance</b>	<b>\$84,194</b>
<b>Supplies</b>	<b>\$38,550</b>
<b>Services</b>	<b>\$18,284</b>
<b>Fixed Assets</b>	<b>\$52,932</b>
<b>TOTALS</b>	<b>\$343,303</b>

**Departmental Description:**

The Effluent Disposal Division is the division responsible for the operation and maintenance of the City facilities used to store and dispose of effluent from the Wastewater Treatment Plant. The Effluent Disposal Division is responsible for the operations and maintenance of the Pond 17 pump house which irrigates the LVGC golf course and transfers effluent to the Cedar Breaks Pond, the Pond 17 storage pond, the Cedar Breaks pump house which irrigates the Cedar Breaks trees, and the Bar Golf Course irrigation system, the Cedar Breaks irrigation system, and the Bar K Golf Course irrigation system.

**Budget Summary:**

The 2012-13 Budget for the Effluent Disposal Department totals \$343,303 which represents a 1.9419% decrease (\$6,799) less than the 2011-12 Approved Budget. There were small increases in the Effluent Disposal budget for 2012-13 in Maintenance/Repairs Unanticipated (\$2,000), Vehicle Maintenance & Repair (\$1,300), and Chemicals (\$3,162). A lightning strike in January 2012 destroyed the Cedar Breaks irrigation system which was repaired with funds from a TML insurance claim, which eliminated the need to upgrade the irrigation system this year.

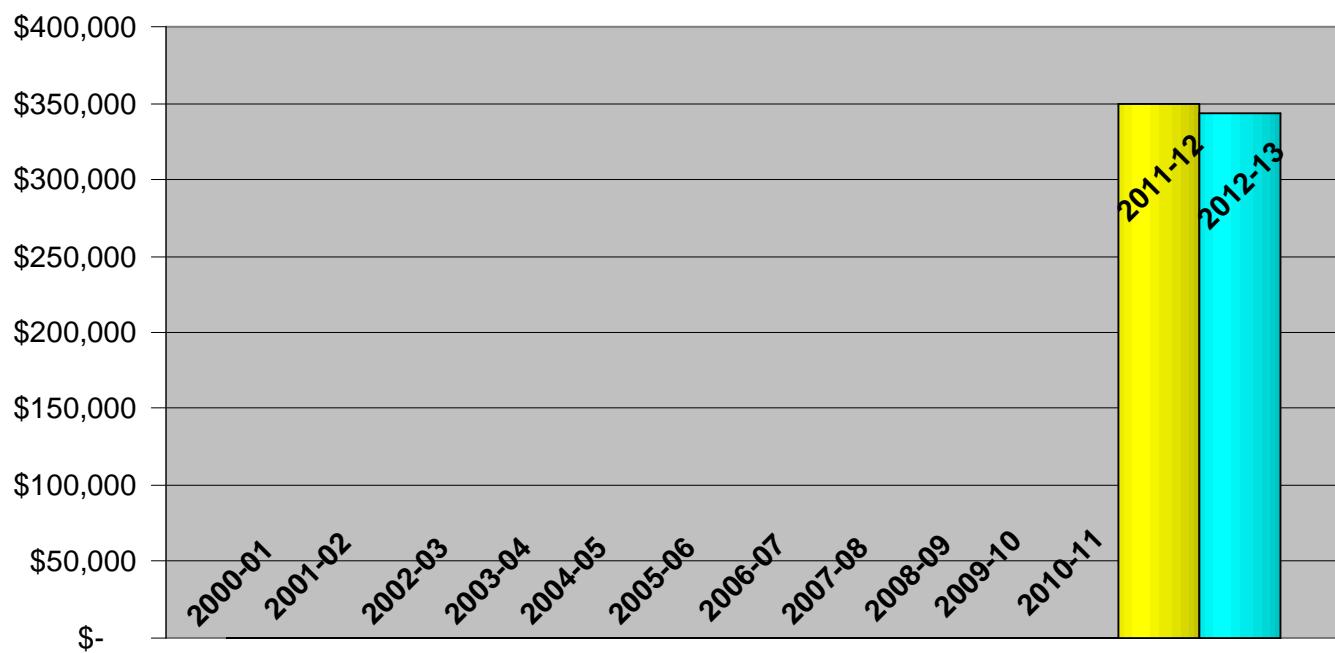
**Personnel:**

The Effluent Disposal will be staffed by one Effluent Disposal Operator, one Effluent Disposal Crew Leader, and two Effluent Disposal Crew laborers.

**Fixed Assets**

A utility tractor is being purchased for the Cedar Breaks/Bar K Golf Course irrigation systems to aid in repairing main breaks. The Effluent Department's Kaboda is being moved to the Lago Vista Effluent Disposal System and a new enclosed Kaboda is being purchased for the Cedar Breaks/Bar K Golf Course irrigation systems.

## Effluent Disposal





**EFFLUENT DISPOSAL**
**Account 30-577**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget 2012-13		Budget 2012-13
<b><u>Personnel &amp; Benefits</u></b>											
1010	State Unemployment Tax (TWC) (First \$9,000. ea emp @ 2.50%)	\$ -	\$ 540	\$ 744	\$ 1,044		\$ 900	\$ -	\$ 900	\$ -	\$ 900
1020	Social Security / Medicare (7.65%)	\$ -	\$ 7,946	\$ 4,100	\$ 8,071		\$ 7,702	\$ -	\$ 7,702	\$ -	\$ 7,702
1030	TMRS (7.29%-3 mos / 6.78%-9 mos)	\$ -	\$ 8,069	\$ 4,407	\$ 8,174		\$ 6,972	\$ -	\$ 6,972	\$ -	\$ 6,972
1050	Health Insurance	\$ -	\$ 24,880	\$ 12,440	\$ 24,880		\$ 28,612	\$ -	\$ 28,612	\$ -	\$ 28,612
1070	Workers Compensation	\$ -	\$ -	\$ -	\$ -		\$ 3,599	\$ -	\$ 3,599	\$ -	\$ 3,599
1560	Effluent Disposal Operator Joseph Wostal Sr.	\$ -	\$ 27,404	\$ 13,127	\$ 26,127		\$ 26,000	\$ -	\$ 26,000	\$ -	\$ 26,000
1561	Effluent Disposal Crew Leader Bucky Brumfield	\$ -	\$ 33,879	\$ 17,303	\$ 34,040		\$ 29,182	\$ -	\$ 29,182	\$ -	\$ 29,182
1570	Effluent Disposal Laborers Juan Orozco Jaun Chavez Lopez	\$ -	\$ 39,288	\$ 20,667	\$ 40,214	\$ 19,261 \$ 18,720	\$ 37,981	\$ -	\$ 37,981	\$ -	\$ 37,981
1591	Standby Time 5 / On Calls @ \$75 per Call	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 375	\$ 375	\$ -	\$ 375
1274	Overtime CB Effluent Disposal System (\$500) LV Effluent Disposal System (\$5,500)	\$ -	\$ 3,000	\$ 2,200	\$ 4,813	\$ 500 \$ 2,500	\$ 3,000	\$ 3,000	\$ 6,000	\$ -	\$ 6,000
1145	Longevity	\$ -	\$ 303	\$ 303	\$ 303		\$ 404	\$ -	\$ 404	\$ -	\$ 404
	Rewards Program	\$ -	\$ -	\$ -	\$ -		\$ 1,616	\$ -	\$ 1,616	\$ -	\$ 1,616
	<b>Subtotal</b>	\$ -	\$ 145,309	\$ 75,290	\$ 147,666		\$ 145,968	\$ 3,375	\$ 149,343	\$ -	\$ 149,343

**EFFLUENT DISPOSAL**
**Account 30-577**

Account Number	Account Name	Yr End Actual 09/30/11	Current Budget 2011-12	6 Months Actual YTD 3/31/12	Year End Estimate 09/30/12	Calculation	Base Budget 2012-13	Supplemental Budget Request	Total Budget Request 2012-13	Budget Cuts	Adopted Budget 2012-13
<b><u>Operation &amp; Maintenance</u></b>											
4000	Liability / Property Insurance	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
4110	Uniforms	\$ -	\$ 2,353	\$ 479	\$ 1,500		\$ 3,340	\$ -	\$ 3,340	\$ -	\$ 3,340
	Uniforms (4 @ \$9/wk * 52 wks)					\$ 1,872	\$ -	\$ -	\$ -	\$ -	\$ -
	Delivery Fee (4 @ \$2.83 * 52 wks)					\$ 589	\$ -	\$ -	\$ -	\$ -	\$ -
	Uniform Insurance (4 @ \$1.32 * 52 wks)					\$ 275	\$ -	\$ -	\$ -	\$ -	\$ -
	Steel Toed Boot Allowance (4 @ \$130)					\$ 520	\$ -	\$ -	\$ -	\$ -	\$ -
	Safety Shirts L/SS Sleeve 5 pair @ \$17.00					\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -
	Winter Coat					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4200	Travel	\$ -	\$ 90	\$ -	\$ 90		\$ 90	\$ 90	\$ 180	\$ -	\$ 180
	Meals for School 4 @ \$45.00					\$ 90	\$ 90	\$ 90	\$ 180	\$ -	\$ 180
4300	Education	\$ -	\$ 661	\$ 1,605	\$ 1,605		\$ 1,322	\$ -	\$ 1,322	\$ -	\$ 1,322
	License Renewal (2 @ \$111.00) J. Wostal					\$ 222	\$ -	\$ -	\$ -	\$ -	\$ -
	Classes (4 @ \$275.00) J. Wostal					\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ -
4570	Rental / Lease	\$ -	\$ 500	\$ -	\$ 500		\$ -	\$ -	\$ -	\$ -	\$ -
4600	Telephone	\$ -	\$ 2,076	\$ 572	\$ 1,388		\$ 1,632	\$ -	\$ 1,632	\$ -	\$ 1,632
	Cell Phone Plant Access 1 @ \$97.99/mo					\$ 1,176	\$ -	\$ -	\$ -	\$ -	\$ -
	Bucky Brumfield Cell ( 1 @ \$38 * 12 mo )					\$ 456	\$ -	\$ -	\$ -	\$ -	\$ -
4650	Electric	\$ -	\$ 45,977	\$ 18,727	\$ 45,997		\$ 45,977	\$ -	\$ 45,977	\$ -	\$ 45,977
	Pond 17 Pump Station					\$ 30,932	\$ -	\$ -	\$ -	\$ -	\$ -
	Cedar Breaks Pump Station					\$ 15,045	\$ -	\$ -	\$ -	\$ -	\$ -

**EFFLUENT DISPOSAL**
**Account 30-577**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget Cuts 2012-13	Budget 2012-13
4700	Maintenance/Repairs	\$ -	\$ 18,714	\$ 8,754	\$ 18,714		\$ 18,243	\$ -	\$ 18,243	\$ -
	Routine Maintenance					\$ 11,500				\$ 18,243
	Annual Chlorinator Maint. Cont.					\$ 3,523				
	Mis. Leak & Elect. Repairs					\$ 1,500				
	Annual Pump Maint C/B & Pond 17					\$ 1,200				
	Annual Meter Calibration C/B & P-17					\$ 420				
	Annual RPZ Calibration					\$ 100				
4705	Irrigation Maintenance & Repairs	\$ -	\$ 6,000	\$ 458	\$ 6,000		\$ 6,000	\$ -	\$ 6,000	\$ -
	CB Effluent Disposal System					\$ 2,000				\$ 6,000
	LV Effluent Disposal System					\$ 4,000				
4715	Maint/ Repairs Unanticipated	\$ -	\$ 2,000	\$ 20,435	\$ 23,000		\$ 2,000	\$ 2,000	\$ 4,000	\$ -
	CB Effluent Disposal System					\$ 1,000				\$ 4,000
	LV Effluent Disposal System					\$ 1,000				
4725	Vehicle Maintenance & Repair	\$ -	\$ 700	\$ 34	\$ 700		\$ 2,000	\$ 1,300	\$ 3,300	\$ -
	CB Effluent Disposal System Equipment					\$ 700				\$ 3,300
	LV Effluent Disposal System Equipment					\$ 1,300				
4730	Vehicle Safety Equipment		\$ 207	\$ 360	\$ 360		\$ -	\$ -	\$ -	\$ -
4750	Miscellaneous Expenses	\$ -	\$ 500	\$ 18	\$ 500		\$ 200	\$ -	\$ 200	\$ -
	<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 79,778</b>	<b>\$ 51,443</b>	<b>\$ 95,271</b>		<b>\$ 80,804</b>	<b>\$ 3,390</b>	<b>\$ 84,194</b>	<b>\$ 84,194</b>
<b><u>Supplies</u></b>										
5300	Supplies	\$ -	\$ 4,200	\$ 801	\$ 4,200		\$ 4,200	\$ 500	\$ 4,700	\$ -
	CB Effluent Disposal System					\$ 500				\$ 4,700
	LV Effluent Disposal System					\$ 3,700				
5305	Supplies - Small Tools	\$ -	\$ 1,550	\$ 134	\$ 1,550		\$ 1,200	\$ -	\$ 1,200	\$ -
	CB Effluent Disposal System					\$ 200				\$ 1,200
	LV Effluent Disposal System					\$ 1,000				

**EFFLUENT DISPOSAL**
**Account 30-577**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget Cuts 2012-13	Budget 2012-13
5400	Fuel/Lubricants	\$ -	\$ 9,700	\$ 1,116	\$ 9,700		\$ 9,700	\$ -	\$ 9,700	\$ -
	CB Effluent Disposal System					\$ 2,400				
	LV Effluent Disposal System					\$ 7,300				
5430	Chemicals	\$ -	\$ 2,288	\$ 1,345	\$ 2,690	\$ 2,288	\$ 2,288	\$ 3,162	\$ 5,450	\$ -
	Chlorine Cylinders C/B & Pond 17 (25 cyl.)									
	LV Effluent Disposal System									
	Roundup							\$ 1,500		
	Weed Control							\$ 1,000		
	Fire Ant Control							\$ 662		
5435	Golf Course Seed LVGC	\$ -	\$ 18,000	\$ 14,250	\$ 18,000		\$ 17,000	\$ -	\$ 17,000	\$ -
5450	Other Materials & Supplies	\$ -	\$ 250	\$ -	\$ 250		\$ 250	\$ 250	\$ 500	\$ -
	CB Effluent Disposal System					\$ 125				
	LV Effluent Disposal System					\$ 125				
	<b>Subtotal</b>	\$ -	\$ 35,988	\$ 17,647	\$ 36,140		\$ 34,638	\$ 3,912	\$ 38,550	\$ -
	<b>Services</b>									
6125	Testing Services	\$ -	\$ 1,947	\$ 1,266	\$ 1,947		\$ 2,000	\$ -	\$ 2,000	\$ -
	Soil Analysis Lago, Bar-K, CB									
6135	Contractual Services	\$ -	\$ 13,860	\$ 7,695	\$ 13,860		\$ 14,784	\$ -	\$ 14,784	\$ -
	MCS / Electrical / \$48.00 / Hr.									
6500	Miscellaneous Services	\$ -	\$ 1,500	\$ 15	\$ 1,500		\$ 1,500	\$ -	\$ 1,500	\$ -
	<b>Subtotal</b>	\$ -	\$ 17,307	\$ 8,976	\$ 17,307		\$ 18,284	\$ -	\$ 18,284	\$ -

**EFFLUENT DISPOSAL**
**Account 30-577**

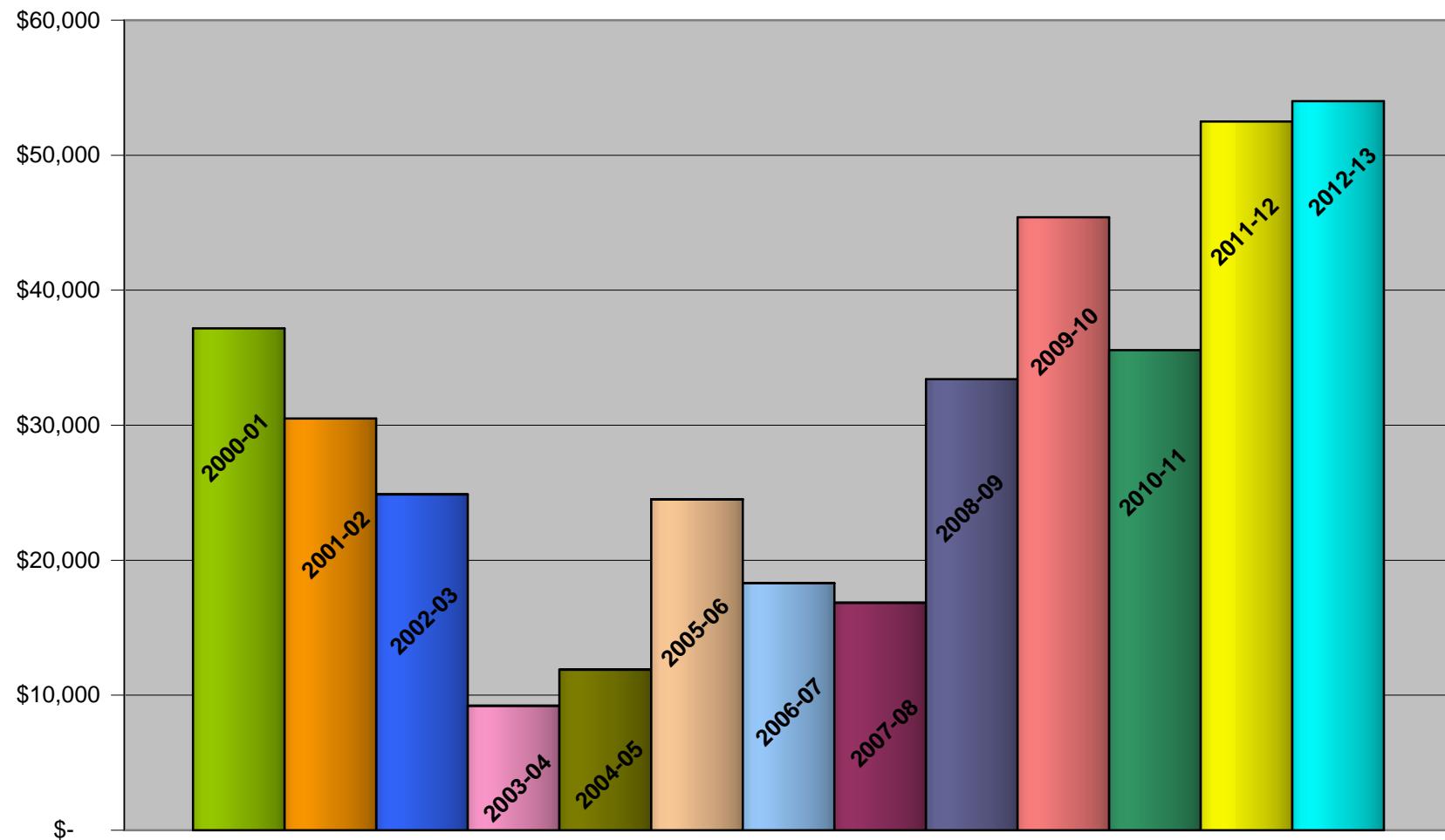
Account Number	Account Name	Yr End	Current	6 Months	Year End	Calculation	Base	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget 2012-13	Budget Request 2012-13	Budget 2012-13		Budget 2012-13
<b>Fixed Assets</b>											
9720	Machinery & Equipment	\$ -	\$ 14,000	\$ 5,262	\$ 14,000		\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
	Pave 2nd Half of CB Pond Road for C12 Delivery		\$ 12,000	\$ 3,262	\$ 12,000						
	Tool Boxes Head-A-Rack Grill Guard		\$ 2,000	\$ 2,000	\$ 2,000						
	Pond 17 to Cedar Breaks Flow Meter							\$ 5,000			
9725	Irrigation System Expansion	\$ -	\$ 20,000	\$ 11,962	\$ 20,000		\$ -	\$ -	\$ -	\$ -	\$ -
9730	Office Equipment						\$ -	\$ -	\$ -	\$ -	\$ -
9734	Tractor / CBESD - Principal							\$ 7,862	\$ 7,862	\$ -	\$ 7,862
9735	Tractor / CBESD - Interest							\$ 1,000	\$ 1,000	\$ -	\$ 1,000
9736	Tractor / LVESD - Principal (\$28,500)	\$ -	\$ 9,495	\$ 4,704	\$ 9,495		\$ 9,861	\$ -	\$ 9,861	\$ -	\$ 9,861
9737	Tractor / LVESD - Interest	\$ -	\$ 601	\$ 345	\$ 601		\$ 235	\$ -	\$ 235	\$ -	\$ 235
9748	Fairway Mower / LVESD - Principal	\$ -	\$ 7,188	\$ 3,876	\$ 11,714		\$ 16,032	\$ -	\$ 16,032	\$ -	\$ 16,032
9749	Fairway Mower / LVESD - Interest	\$ -	\$ 777	\$ 363	\$ 1,003		\$ 923	\$ -	\$ 923	\$ -	\$ 923
9810	Colorado Pick-Up Truck / CBESD - Principal	\$ -	\$ 5,108	\$ -	\$ 3,424		\$ 7,003	\$ -	\$ 7,003	\$ -	\$ 7,003
9811	Colorado Pick-Up Truck / CBESD - Interest	\$ -	\$ 552	\$ -	\$ 307		\$ 459	\$ -	\$ 459	\$ -	\$ 459
	Kaboda RTB 11000 / CBESD - Principle (\$16,959)	\$ -	\$ -	\$ -	\$ -			\$ 4,029	\$ 4,029	\$ -	\$ 4,029
	Kaboda RTB 11000 / CBESD - Interest	\$ -	\$ -	\$ -	\$ -			\$ 527	\$ 527	\$ -	\$ 527
	<b>Subtotal</b>	\$ -	\$ 71,721	\$ 31,775	\$ 74,544		\$ 34,514	\$ 18,418	\$ 52,932	\$ -	\$ 52,932
	<b>TOTAL</b>	\$ -	\$ 350,103	\$ 185,131	\$ 370,928		\$ 314,208	\$ 29,095	\$ 343,304	\$ -	\$ 343,304

**HOTEL OCCUPANCY TAX FUND**

**Fund 11**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget 2012-13	Supplemental Budget Request	Total Budget	Adopted Budget
		Actual 9/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 9/30/12			Request 2012-13	Budget Cuts 2012-13
<b><u>Revenues</u></b>									
411-1230	Hotel occupancy tax	\$ 82,252	\$ 78,708	\$ 36,091	\$ 78,000	\$ 79,000	\$ -	\$ 79,000	\$ -
411-1410	Bed Tax Interest Income	\$ 359	\$ 325	\$ 284	\$ 575	\$ 600	\$ -	\$ 600	\$ 600
	<b>Total Revenue</b>	<b>\$ 82,611</b>	<b>\$ 79,033</b>	<b>\$ 36,375</b>	<b>\$ 78,575</b>	<b>\$ 79,600</b>	<b>\$ -</b>	<b>\$ 79,600</b>	<b>\$ -</b>
<b><u>Expenditures</u></b>									
511-8610	Chamber of Commerce	\$ 21,000	\$ 36,000	\$ 9,000	\$ 36,000	\$ 36,000	\$ -	\$ 36,000	\$ -
511-8620	Tourism Promotion	\$ 14,553	\$ 16,500	\$ 1,888	\$ 16,500	\$ 18,000	\$ -	\$ 18,000	\$ -
	4th of July Celebration			\$ -	\$ 1,500				
	Heritage & Cultural Society			\$ -	\$ 2,000				
	Christmas Lighting			\$ -	\$ 2,000				
	Miscellaneous			\$ -	\$ 2,000				
	Song Bird Festival			\$ -	\$ 1,500				
	Lago Vista Players			\$ -	\$ 3,000				
	Lago Palooza			\$ -	\$ -				
	City Anniversary Party			\$ -	\$ 2,000				
	Hill Country Singers			\$ -	\$ 2,000				
	Summer Theatre Group			\$ -	\$ 2,000				
	<b>Total Expense</b>	<b>\$ 35,553</b>	<b>\$ 52,500</b>	<b>\$ 10,888</b>	<b>\$ 52,500</b>	<b>\$ 54,000</b>	<b>\$ -</b>	<b>\$ 54,000</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 47,058</b>	<b>\$ 26,533</b>	<b>\$ 25,487</b>	<b>\$ 26,075</b>	<b>\$ 25,600</b>	<b>\$ -</b>	<b>\$ 25,600</b>	<b>\$ -</b>

## Hotel/Motel Expenses



**CAPITAL IMPROVEMENTS PROJECTS  
EXPENDITURE - PROGRESS REPORT**

<b>PROCEEDS</b>		<b>Description</b>	<b>Logic #</b>	<b>Expected</b>	<b>Logic Balance</b>		<b>Funds Withheld</b>	<b>Transactions in</b>		<b>Net Balance</b>	<b>Notes</b>
					<b>6/30/2012</b>	<b>Transit</b>		<b>Net Balance</b>	<b>Notes</b>		
05	Reserve Account - Library Expansion			\$ 170,231				\$ -	\$ 170,231	\$ 200,000.00	Allocated from Reserves Account
08	The Hollows / Centex Destination			\$ 1,275,969	(1,041,800)			\$ -	\$ 234,169		
09	2006 Certificate of Obligation			\$ 1,472,245				\$ (8,801.67)	\$ 1,463,444		
55	2008 Certificate of Obligation			\$ -				\$ -	\$ -		
56	2008 Certificate of Obligation - Interest			\$ -				\$ -	\$ -		
78	2006 Certificate of Obligation - Interest			\$ 597,822				\$ -	\$ 597,822		
79	The Hollows / Centex Destination - Interest			\$ 7,802				\$ -	\$ 7,802		
80	WULA Settlement			\$ 10				\$ -	\$ 10		
81	WULA Settlement - Interest			\$ 960				\$ -	\$ 960		
82	Centex LOC/Hollows Force Main & Lift Station			\$ 1,696,861				\$ -	\$ 1,696,861		
83	Centex LOC/Hollows Force Main & Lift Station - Interest			\$ -				\$ -	\$ -		
From WULA Settlement				\$ 823,687				\$ 823,687			
From Hines Group for FM 1431 Improvements				\$ 849,537				\$ 849,537			
<b>PROCEEDS BALANCE</b>									<b>\$ 5,844,522</b>		

<b>EXPENDITURES</b>																	
<b>Project #</b>	<b>Description</b>	<b>Total Budget</b>	<b>Estimated Cost at Completion</b>	<b>BUDGET</b>		<b>Expenditures 2006-2007</b>	<b>Expenditures 2007-2008</b>	<b>Expenditures 2008-2009</b>	<b>Expenditures 2009-2010</b>	<b>Expenditures 2010-2011</b>	<b>Estimated YE Expenditures 2011-2012</b>	<b>Expenditures 2012-2013</b>	<b>Total Actual Expenditures</b>	<b>Remaining Budget</b>	<b>Percentage Complete</b>	<b>Notes</b>	
				<b>2011-2012</b>	<b>Future Years</b>	<b>2006-2007</b>	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Expenditures</b>	
7100	Property Acquisition	\$ 160,000	\$ 160,000	\$ 27,313	\$ -	\$ 24,021	\$ -	\$ 4,802	\$ 52,588	\$ 51,276	\$ 27,267	\$ -	\$ 159,954	\$ 46	90%	Ongoing	
7102	Golf Course Acquisiton & Improvements	\$ 2,624,855	\$ 2,624,855	\$ 62,204	\$ -	\$ -	\$ 2,284,692	\$ 222,049	\$ 8,010	\$ 47,900	\$ 10,532	\$ -	\$ 2,573,183	\$ 51,672	100%	Complete	
7301	WTP #3 Design and Engineering	\$ 330,000	\$ 330,000	\$ 328,950	\$ -	\$ -	\$ -	\$ 861	\$ -	\$ 190	\$ 40,000	\$ 10,000	\$ 41,050	\$ 288,950	10%	Ongoing	
7401	Extensions Engineering	\$ 7,000	\$ 7,000	\$ 6,591	\$ -	\$ -	\$ -	\$ 409.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 409	\$ 6,591	8%	Ongoing
7402	Misc Water Line Extensions	\$ 120,000	\$ 120,000	\$ 30,000	\$ 56,041	\$ -	\$ -	\$ 2,481	\$ -	\$ 2,145	\$ 29,334	\$ 7,500	\$ 10,000	\$ 41,459	\$ 78,541	33%	Ongoing
7704	Misc. Sewer Line Extensions	\$ 110,000	\$ 110,000	\$ 10,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 110,000	10%	Ongoing	
8124	WTP #1 & #2 Improvements	\$ 80,000	\$ 80,172	\$ 5,270	\$ -	\$ -	\$ 6,756	\$ 39,586	\$ 12,241	\$ 16,148	\$ 5,442	\$ -	\$ 80,172	\$ -	100%	Complete	
8146	Fire Hydrant Replacements	\$ 50,000	\$ 50,000	\$ 2,983	\$ -	\$ -	\$ 17,563	\$ 17	\$ 29,430	\$ 6	\$ -	\$ 2,983	\$ 47,017	\$ 2,983	95%	Ongoing	
8148	Property Acquisition	\$ 100,000	\$ 100,000	\$ 25,000	\$ 34,312	\$ -	\$ -	\$ -	\$ 40,688	\$ -	\$ -	\$ 15,000	\$ 40,688	\$ 59,312	60%	Ongoing	
8160	FM 1431 (Improvements (Centex)	\$ 1,616,831	\$ 1,616,831	\$ 258,097	\$ -	\$ -	\$ -	\$ 95,319	\$ 1,263,415	\$ -	\$ -	\$ 258,097	\$ 1,358,734	\$ 258,097	100%	Complete	
8162	Airport Water Line Extension	\$ 229,220	\$ 229,220	\$ 216,709	\$ -	\$ -	\$ -	\$ 304	\$ 12,207	\$ -	\$ 216,709	\$ -	\$ 229,220	\$ 0	100%	Complete	
8164	WTP #3 Property / Easements / Site Plan	\$ 800,000	\$ 800,000	\$ -	\$ 797,860	\$ -	\$ -	\$ 1,599	\$ 541	\$ -	\$ -	\$ 100,000	\$ 2,140	\$ 797,860	2%	Ongoing	
8168	Buy Down Debt	\$ 79,840	\$ 79,840	\$ 79,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,840	0%		
8172	Highland Lakes Golf Course	\$ 800,000	\$ 824,037	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 754,863	\$ 68,402	\$ 772	\$ -	\$ 824,037	\$ -	100%	Complete	
8175	MV Offsite Sewer Oversize	\$ 540,000	\$ 540,000	\$ 539,990	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ -	\$ -	\$ 539,990	\$ 10	\$ 539,990	0%		
8176	Water Storage Tank Participation	\$ 283,697	\$ 283,697	\$ -	\$ 283,697	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,697	0%		
8177	FM 1431 Tessera Improvements	\$ 927,053	\$ 927,053	\$ 849,537	\$ -	\$ -	\$ -	\$ -	\$ 77,516	\$ -	\$ -	\$ 849,537	\$ 77,516	\$ 849,537	12%	Delayed by Hines	
8179	Police and Utility Radios	\$ 154,000	\$ 150,105	\$ 6,612	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,493	\$ 6,612	\$ -	\$ 150,105	\$ 3,895	100%	Complete	
8180	Reeoat-Allegiance-Tank	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,749	\$ -	\$ 31,749	\$ -	100%	Complete	
8181	Reeoat WTP 1 Clear Well 2 Interior	\$ 55,000	\$ 55,000	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,861	\$ -	\$ 56,861	\$ -	100%	Complete	
8183	Remote Water Meter Reading Syst Phase #1	\$ 200,000	\$ 408,641	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,787	\$ 207,854	\$ -	\$ 408,641	\$ -	100%	Complete	
8185	WTP #1 & #2 Improvements	\$ 45,000	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 10,000	\$ 25,000	\$ 20,000	50%		
8186	Replacee-Ductile Iron Water Line in Dawn	\$ 85,000	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ 85,000	\$ -	100%	Complete	
8187	Remote Water Meter Reading Syst Phase #2	\$ 200,000	\$ 200,000	\$ 185,120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,880	\$ 185,120	\$ -	\$ 200,000	\$ (0)	100%	Complete	
8188	Hollows Lift Station	\$ 595,000	\$ 595,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 595,000	\$ -	\$ 595,000	0%	LOC Drawn	
8189	Library Expansion	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 215,000	\$ -	\$ 215,000	\$ (15,000)	100%	Ongoing	
8190	Buter Standpipe Repairs	\$ 107,019	\$ 107,019	\$ 107,019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,109	\$ -	\$ 107,109	\$ (90)	100%	Complete	
8191	Upper and Lower Boone Drive Lift Station	\$ 80,379	\$ 80,379	\$ 80,379	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,379	\$ -	\$ 80,379	\$ -	100%	Complete	
8192	Turner Lift Station Breeube	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,000	\$ -	\$ 23,000	\$ -	100%	Complete	
8193	Remote Water Meter Reading Syst Phase #3	\$ 280,655	\$ 280,655	\$ 280,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,665	\$ -	\$ 280,665	\$ (10)	100%	Complete	
8194	Hollows Off-Site Force Main	\$ 1,101,861	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 1,051,725	\$ 25,000	\$ 1,076,861	3%		
Proposed	Airport Taxiway	<b>TOTAL CIP</b>	\$ 12,010,410	\$ 10,542,506	\$ 4,130,279	\$ 1,271,910	\$ 24,021	\$ 2,311,901	\$ 364,537	\$ 2,253,655	\$ 572,415	\$ 1,637,571	\$ 3,452,832	\$ 7,164,100	\$ 5,087,770	0%	

CIP BALANCE

\$ 756,752

**DEBT SERVICE REVENUE/EXPENDITURES**

**Fund 50**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget 2012-13	Supplemental	Total Budget	Budget Cuts	Adopted
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13		Budget 2012-13
<b><u>Revenue</u></b>										
485-1110	<b>Ad Valorem Taxes</b>	\$ 2,192,363	\$ 2,079,719	\$ 2,032,130	\$ 2,090,000	\$ 2,020,784	\$ -	\$ 2,020,784	\$ -	\$ 2,020,784
	1999 Certificates of Obligation									
	1999 Refunding Bond									
	2000 Certificates of Obligation									
	2001 General Obligation Bond									
	2003 Certificates of Obligation									
	2005 Refunding General Bond									
	2006 Certificate of Obligation									
	2008 Certificate of Obligation									
480-1410	Accumulated Interest	\$ 427	\$ -	\$ 481	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -
480-9106	Transfer from CIP Fund	\$ -	\$ 79,840	\$ -	\$ 79,840	\$ 71,981		\$ 71,981		\$ 71,981
480-9107	Transfer from Utility Fund	\$ -	\$ 35,000	\$ 17,500	\$ 35,000					
480-9108	Transfer from Golf Course Fund	\$ 73,196	\$ -	\$ -	\$ -					
480-9109	Transfer from Impact Fees Fund	\$ 275,000	\$ 420,400	\$ 80,000	\$ 420,400	\$ -	\$ 500,000	\$ 500,000		\$ 500,000
485-1500	Bond Funding Revenue	\$ -	\$ -	\$ 4,535	\$ 4,535	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE</b>		<b>\$ 2,540,986</b>	<b>\$ 2,614,959</b>	<b>\$ 2,134,646</b>	<b>\$ 2,625,740</b>	<b>\$ 2,592,765</b>	<b>\$ -</b>	<b>\$ 2,592,765</b>	<b>\$ -</b>	<b>\$ 2,592,765</b>
<b><u>Expense</u></b>										
585-4575	<b>Bank Charges</b>	\$ 1,724	\$ 3,155	\$ 1,135	\$ 1,135	\$ 1,724	\$ -	\$ 1,724	\$ -	\$ 1,724
585-8505	<b>Bond Issue Cost</b>	\$ -	\$ -	\$ 5,587	\$ 5,587	\$ -	\$ -	\$ -		\$ -

**DEBT SERVICE REVENUE/EXPENDITURES**

**Fund 50**

Account Number	Account Name	Yr End	Current	6 Months	Year End	Base Budget 2012-13	Supplemental	Total Budget	Adopted Budget 2012-13
		Actual 09/30/11	Budget 2011-12	Actual YTD 3/31/12	Estimate 09/30/12		Budget Request 2012-13	Request 2012-13	
<b><u>Principal Payment</u></b>									
585-9806	2000 Certificates of Obligation	\$ 315,000	\$ 590,000	\$ 590,000	\$ 590,000	\$ -	\$ -	\$ -	\$ -
585-9808	2001 General Obligation Bond	\$ -	\$ 55,000	\$ 55,000	\$ 55,000	\$ 60,000	\$ -	\$ 60,000	\$ -
585-9810	2003 Certificates of Obligation	\$ 285,000	\$ 330,000	\$ -	\$ 330,000	\$ 345,000	\$ -	\$ 345,000	\$ -
585-9812	2005 Refunding General Bond	\$ 290,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 785,000	\$ -	\$ 785,000	\$ -
585-9814	2006 Certificate of Obligation	\$ 255,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 260,000	\$ -	\$ 260,000	\$ -
585-9816	2008 Certificate of Obligation	\$ 72,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 78,000	\$ -	\$ 78,000	\$ -
585-9818	2009 Certificate of Obligation	\$ 327,000	\$ 136,000	\$ 136,000	\$ 136,000	\$ 135,000	\$ -	\$ 135,000	\$ -
585-9820	2010 Tax Notes	\$ 55,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -
585-9822	2011 Refunding General Bond	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -
<b><u>Interest Payments</u></b>									
585-9807	2000 Certificates of Obligation	\$ 48,588	\$ 19,175	\$ 19,175	\$ 19,175	\$ -	\$ -	\$ -	\$ -
585-9809	2001 General Obligation Bond	\$ 6,268	\$ 4,769	\$ 3,134	\$ 4,769	\$ 1,635	\$ -	\$ 1,635	\$ -
585-9811	2003 Certificates of Obligation	\$ 228,100	\$ 218,125	\$ 109,063	\$ 128,488	\$ 26,888	\$ -	\$ 26,888	\$ -
585-9813	2005 Refunding General Bond	\$ 377,768	\$ 370,255	\$ 186,528	\$ 370,255	\$ 353,227	\$ -	\$ 353,227	\$ -
585-9815	2006 Certificate of Obligation	\$ 246,251	\$ 235,823	\$ 120,493	\$ 235,823	\$ 225,292	\$ -	\$ 225,292	\$ -
585-9817	2008 Certificate of Obligation	\$ 69,854	\$ 67,009	\$ 34,230	\$ 67,009	\$ 64,049	\$ -	\$ 64,049	\$ -
585-9819	2009 Certificate of Obligation	\$ 45,161	\$ 37,521	\$ 19,883	\$ 37,521	\$ 33,050	\$ -	\$ 33,050	\$ -
585-9821	2010 Tax Notes	\$ 18,159	\$ 12,840	\$ 988	\$ 1,040	\$ -	\$ -	\$ -	\$ -
585-9823	2011 Refunding GO Bond	\$ -	\$ -	\$ 25,674	\$ 88,124	\$ 123,900	\$ -	\$ 123,900	\$ -
<b>TOTAL EXPENSE</b>		<b>\$ 2,640,871</b>	<b>\$ 2,616,672</b>	<b>\$ 1,843,888</b>	<b>\$ 2,606,925</b>	<b>\$ 2,592,762</b>	<b>\$ -</b>	<b>\$ 2,592,762</b>	<b>\$ -</b>
<b>DEBT SERVICE FUND BALANCE</b>		<b>\$ (99,884)</b>	<b>\$ (1,713)</b>	<b>\$ 290,759</b>	<b>\$ 18,815</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ 3</b>	<b>\$ -</b>

**CITY OF LAGO VISTA**  
**CONSOLIDATED SCHEDULE OF BOND MATURITIES**

<b>FY ENDING</b>	<b>2001 GO</b>	<b>2003 CO</b>	<b>2005 GO</b>	<b>2006 CO</b>	<b>2008 CO</b>	<b>2009 GO</b>	<b>2011 GO</b>	<b>TOTAL</b>
9/30/2013	61,635.00	371,887.50	1,138,226.88	485,291.50	142,048.50	168,049.50	223,900.00	2,591,038.88
9/30/2014		373,950.00	1,197,592.51	484,347.00	141,971.85	172,446.00	221,900.00	2,592,207.36
9/30/2015			1,208,361.26	600,511.50	141,779.10	170,644.50	571,350.00	2,692,646.36
9/30/2016			1,201,536.26	603,578.50	142,450.90	173,661.50	567,200.00	2,688,427.16
9/30/2017			1,212,286.26	478,504.00	141,987.25	166,579.50	580,325.00	2,579,682.01
9/30/2018			1,215,483.13	475,494.50	142,388.15	174,316.00	501,750.00	2,509,431.78
9/30/2019			1,221,208.75	476,968.75	141,653.60	171,788.50	499,000.00	2,510,619.60
9/30/2020			1,268,200.00	477,823.50	141,783.60		628,925.00	2,516,732.10
9/30/2021			1,271,456.25	478,058.75	141,758.80		631,375.00	2,522,648.80
9/30/2022				477,674.50	142,559.85		470,700.00	1,090,934.35
9/30/2023				476,670.75	142,186.75		471,975.00	1,090,832.50
9/30/2024				479,944.25	141,658.85			621,603.10
9/30/2025				482,391.75	141,956.80			624,348.55
9/30/2026				484,013.25	142,061.25			626,074.50
9/30/2027				484,808.75	141,972.20			626,780.95
9/30/2028					141,689.65			141,689.65
	<b>61,635.00</b>	<b>745,837.50</b>	<b>10,934,351.30</b>	<b>7,446,081.25</b>	<b>2,271,907.10</b>	<b>1,197,485.50</b>	<b>5,368,400.00</b>	<b>28,025,697.65</b>

(1) (2) (3) (4) (5) (6) (7)

- (1) Sports Complex GO Bonds Approved by voters
- (2) Utility Improvements (Cedar Breaks)
- (3) Refunding of 1999, 2000 and 2001 Debt Issues
- (4) Utility Improvements. Airport CIP
- (5) Police Building. Traffic Signal. Utilities Improvements
- (6) Refunding of 1999 Debt Issues
- (7) Refunding of CO 2003 and 2010 Tax Notes

SCHEDULE 1  
 CITY OF LAGO VISTA, TEXAS  
 GENERAL LONG TERM DEBT  
 SCHEDULE OF BOND MATURITIES AND INTEREST  
 GENERAL OBLIGATION BOND  
 SERIES 2001  
 THE BANK OF NEW YORK - MELLON  
 PURCHASE PRICE \$700,000 - INTEREST RATE 5.45%  
 DATE OF ISSUE 10-15-2001 - MATURITY DATE 02-15-2013  
 SEPTEMBER 30,2012

Year Ended 30-Sep	February Interest	Principal	August Interest	Total
2013	1,635.00	60,000.00	0.00	61,635.00
	<hr/>	<hr/>	<hr/>	<hr/>
	1,635.00	60,000.00	0.00	61,635.00

**SCHEDULE 2**  
**CITY OF LAGO VISTA, TEXAS**  
**UTILITY FUND**  
**SCHEDULE OF BOND MATURITIES AND INTEREST**  
**COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION**  
**SERIES 2003**  
**THE BANK OF NEW YORK - MELLON**  
**PURCHASE PRICE \$6,295,000 - INTEREST RATE 3.750%**  
**DATE OF ISSUE 11-25-2003 - MATURITY DATE 04-15-2014**  
**SEPTEMBER 30, 2012**

Year Ended 30-Sep	April Interest	Principal	October Interest	Total
2013	13,443.75	345,000.00	13,443.75	371,887.50
2014	6,975.00	360,000.00	6,975.00	373,950.00
	<b>20,418.75</b>	<b>705,000.00</b>	<b>20,418.75</b>	<b>745,837.50</b>

**SCHEDULE 3**  
**CITY OF LAGO VISTA, TEXAS**  
**GENERAL LONG TERM DEBT**  
**SCHEDULE OF BOND MATURITIES AND INTEREST**  
**GENERAL OBLIGATION REFUNDING BOND**  
**SERIES 2005**  
**THE BANK OF NEW YORK - MELLON**  
**PURCHASE PRICE \$9,960,000 -INTEREST RATE 3.6250%**  
**DATE OF ISSUE 05-10-2005 - MATURITY DATE 02-15-2021**  
**SEPTEMBER 30, 2012**

Year Ended 30-Sep	February Interest	Principal	August Interest	Total
2013	183,727.50	785,000.00	169,499.38	1,138,226.88
2014	169,499.38	875,000.00	153,093.13	1,197,592.51
2015	153,093.13	920,000.00	135,268.13	1,208,361.26
2016	135,268.13	950,000.00	116,268.13	1,201,536.26
2017	116,268.13	1,000,000.00	96,018.13	1,212,286.26
2018	96,018.13	1,045,000.00	74,465.00	1,215,483.13
2019	74,465.00	1,095,000.00	51,743.75	1,221,208.75
2020	51,743.75	1,190,000.00	26,456.25	1,268,200.00
2021	26,456.25	1,245,000.00	0.00	1,271,456.25
	<b>1,006,539.40</b>	<b>9,105,000.00</b>	<b>822,811.90</b>	<b>10,934,351.30</b>

**SCHEDULE 4**  
**CITY OF LAGO VISTA, TEXAS**  
**UTILITY FUND**  
**SCHEDULE OF BOND MATURITIES AND INTEREST**  
**COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION**  
**SERIES 2006**  
**THE BANK OF AMERICA NA**  
**PURCHASE PRICE \$6,515,000 - INTEREST RATE 4.13%**  
**DATE OF ISSUE 10-15-2006 - MATURITY DATE 02-15-2027**  
**SEPTEMBER 30, 2012**

Year Ended 30-Sep	February Interest	Principal	August Interest	Total
2013	115,330.25	260,000.00	109,961.25	485,291.50
2014	109,961.25	270,000.00	104,385.75	484,347.00
2015	104,385.75	400,000.00	96,125.75	600,511.50
2016	96,125.75	420,000.00	87,452.75	603,578.50
2017	87,452.75	310,000.00	81,051.25	478,504.00
2018	81,051.25	320,000.00	74,443.25	475,494.50
2019	74,443.25	335,000.00	67,525.50	476,968.75
2020	67,525.50	350,000.00	60,298.00	477,823.50
2021	60,298.00	365,000.00	52,760.75	478,058.75
2022	52,760.75	380,000.00	44,913.75	477,674.50
2023	44,913.75	395,000.00	36,757.00	476,670.75
2024	36,757.00	415,000.00	28,187.25	479,944.25
2025	28,187.25	435,000.00	19,204.50	482,391.75
2026	19,204.50	455,000.00	9,808.75	484,013.25
2027	9,808.75	475,000.00	0.00	484,808.75
	988,205.75	5,585,000.00	872,875.50	7,446,081.25

**SCHEDULE 5**  
**CITY OF LAGO VISTA, TEXAS**  
**UTILITY FUND**  
**SCHEDULE OF BOND MATURITIES AND INTEREST**  
**COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION**  
**SERIES 2008**  
**THE BANK OF AMERICA NA**  
**PURCHASE PRICE \$2,000,000 - INTEREST RATE 3.87%**  
**DATE OF ISSUE 07-09-2008 - MATURITY DATE 02-15-2028**  
**SEPTEMBER 30, 2012**

Year Ended 30-Sep	February Interest	Principal	August Interest	Total
2013	32,778.90	78,000.00	31,269.60	142,048.50
2014	31,269.60	81,000.00	29,702.25	141,971.85
2015	29,702.25	84,000.00	28,076.85	141,779.10
2016	28,076.85	88,000.00	26,374.05	142,450.90
2017	26,374.05	91,000.00	24,613.20	141,987.25
2018	24,613.20	95,000.00	22,774.95	142,388.15
2019	22,774.95	98,000.00	20,878.65	141,653.60
2020	20,878.65	102,000.00	18,904.95	141,783.60
2021	18,904.95	106,000.00	16,853.85	141,758.80
2022	16,853.85	111,000.00	14,706.00	142,559.85
2023	14,706.00	115,000.00	12,480.75	142,186.75
2024	12,480.75	119,000.00	10,178.10	141,658.85
2025	10,178.10	124,000.00	7,778.70	141,956.80
2026	7,778.70	129,000.00	5,282.55	142,061.25
2027	5,282.55	134,000.00	2,689.65	141,972.20
2028	2,689.65	139,000.00	0.00	141,689.65
	<b>305,343.00</b>	<b>1,694,000.00</b>	<b>272,564.10</b>	<b>2,271,907.10</b>

**SCHEDULE 6**  
**CITY OF LAGO VISTA, TEXAS**  
**GENERAL LONG TERM DEBT**  
**SCHEDULE OF BOND MATURITIES AND INTEREST**  
**GENERAL OBLIGATION REFUNDING BOND**  
**SERIES 2009**  
**BANK OF AMERICA, NA.**  
**PURCHASE PRICE \$2,340,000 - INTEREST RATE 3.30%**  
**DATE OF ISSUE 08-20-2009 - MATURITY DATE 02-15-2019**  
**SEPTEMBER 30, 2012**

Year Ended 30-Sep	February Interest	Principal	August Interest	Total
2013	17,638.50	135,000.00	15,411.00	168,049.50
2014	15,411.00	144,000.00	13,035.00	172,446.00
2015	13,035.00	147,000.00	10,609.50	170,644.50
2016	10,609.50	155,000.00	8,052.00	173,661.50
2017	8,052.00	153,000.00	5,527.50	166,579.50
2018	5,527.50	166,000.00	2,788.50	174,316.00
2019	2,788.50	169,000.00	0.00	171,788.50
	<b>73,062.00</b>	<b>1,069,000.00</b>	<b>55,423.50</b>	<b>1,197,485.50</b>

**SCHEDULE 7**  
**CITY OF LAGO VISTA, TEXAS**  
**GENERAL LONG TERM DEBT**  
**SCHEDULE OF BOND MATURITIES AND INTEREST**  
**GENERAL OBLIGATION REFUNDING BOND**  
**SERIES 2011**  
**US BANK**  
**PURCHASE PRICE \$4,535,000 - INTEREST RATE 2.00%**  
**DATE OF ISSUE 12-01-2011 - MATURITY DATE 02-15-2023**  
**SEPTEMBER 30, 2012**

Year Ended 30-Sep	February Interest	Principal	August Interest	Total
2013	62,450.00	100,000.00	61,450.00	223,900.00
2014	61,450.00	100,000.00	60,450.00	221,900.00
2015	60,450.00	455,000.00	55,900.00	571,350.00
2016	55,900.00	460,000.00	51,300.00	567,200.00
2017	51,300.00	485,000.00	44,025.00	580,325.00
2018	44,025.00	420,000.00	37,725.00	501,750.00
2019	37,725.00	430,000.00	31,275.00	499,000.00
2020	31,275.00	575,000.00	22,650.00	628,925.00
2021	22,650.00	595,000.00	13,725.00	631,375.00
2022	13,725.00	450,000.00	6,975.00	470,700.00
2023	6,975.00	465,000.00	0.00	471,975.00
	<b>447,925.00</b>	<b>4,535,000.00</b>	<b>385,475.00</b>	<b>5,368,400.00</b>