



# AGENDA - Budget Work Session

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## ROCKWALL CITY COUNCIL SPECIAL MEETING

Monday, August 24, 2020 – **5:00 PM.**

Rockwall City Hall, City Council Chambers – 385 S. Goliad St. Rockwall, TX 75087

- I. CALL PUBLIC MEETING TO ORDER
- II. OPEN FORUM / PUBLIC COMMENTS
- III. HOLD WORK SESSION TO DISCUSS AND CONSIDER THE PROPOSED FISCAL YEAR 2021 CITY OF ROCKWALL MUNICIPAL BUDGET
- IV. ADJOURNMENT

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (972) 771-7700 or FAX (972) 771-7727 for further information.

I, Kristy Cole, City Secretary for the City of Rockwall, Texas, do hereby certify that this Agenda was posted at City Hall, in a place readily accessible to the general public at all times, on the 20<sup>th</sup> day of August, 2020 at 4:00 p.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Kristy Cole, City Secretary  
or Margaret Delaney, Asst. to the City Sect.

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Date Removed



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 17, 2020  
**SUBJECT:** FY21 Budget Message

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Transmitted hereby, please accept the submission of the proposed FY21 Annual Operating Budget. As required by the City Charter, the proposed budget is a “balanced budget” and has been prepared to reflect what is believed to be a conservative approach to both estimated revenues and recommended expenditures for FY21. As directed by the City Council, the FY21 budget is prepared based on application of the “No New Tax” rate (somewhat comparable to the rate formerly known as “the Effective Rate”). Therefore, the proposed tax rate includes a resulting tax rate decrease from the rate adopted for FY20.

FY20 (like calendar year 2020) has (and continues to be) a “year unlike any other”. It is therefore assumed that while the City will maintain a strong financial position for FY20, it is to be expected that FY21 will continue to be an atypical year with unforeseeable circumstances likely to develop. While we believe that we see some positive signs for economic recovery from the continuing 2020 COVID-19 pandemic, we also see indications that COVID-19 will “be around for a while” and that the City will need to continue to find the right ways to coexist with the presence of the virus until such times that a combination of medical treatment, and perhaps, preventative measures are available. Until those advances are more complete, the City must place itself in the best possible position to deal with the effects on our citizens and employees and the effects it may continue to have on the local economy and, therefore, on how the City continues to provide services to our residents. As much is currently unknown about the virus medically, much is also unknown about its future economic impact. We must strive to put our City in the best possible position to react to changing circumstances ahead. We must be ready to react when it becomes clear that the economy has improved, and we must be ready to react should it become clear that economic impacts may temporarily be less positive than we hope.

It is for these reasons that the FY21 budget is austere. City Employees should be a source of pride for our City generally, and during the COVID-19 pandemic, that pride is amplified by the fact that employees continued to work each day and continued to provide the needed services to our

citizens. Because we value both the need to provide services to our citizens and because we value the employees that provide those services we are pleased that the proposed FY21 budget includes NO layoffs or reductions in force. While the proposed budget does not include any “market” salary adjustments, it does include a continuation of “scheduled” pay plan step increases as well as “top out pay” to ensure that pay cuts for longer-term employees do not occur in FY21.

In addition, the proposed FY21 budget reflects the following:

- A decrease in certain revenues thought to be reasonably possible for the coming year with the most notable being a decrease in sales tax revenue equal to 3% of \$568,500.
- A decrease, primarily in contract expenditures, for projects with the most notable being a significant reduction in major street reconstruction, resurfacing, and contract repair for existing streets.
- Acquisitions of vehicles and equipment needed to provide the ability for continued services to citizens.
- Deferral of certain vehicle and equipment acquisitions that are currently justifiable as presented in departmental requests.
- Addition of no new employees (despite justifiable needs presented by various departments and prior planning which indicate several such needs).
- Deferral of various improvement projects and programs that might have been strongly considered in prior years of less economic uncertainty.

Uncertainty about the next fiscal year and the conditions that may change as the year progresses, indicates the need for the City to preserve its options to respond throughout the coming year. Fortunately, the City Charter provides that the City Council may amend the budget during the course of any fiscal year. This ability to respond to changing conditions may be important throughout the year – perhaps, more important than in any prior year. Accordingly, it is proposed that

- Revenues and expenditures must be monitored during the year (even more closely than in prior years) and needed adjustments made as the year progresses.
- Purchases and acquisitions approved in the FY21 budget must be strictly phased to preserve the ability to respond to less advantageous circumstances that may be encountered.
- Revenue must be closely monitored such that if more favorable conditions occur adjustments may be made to “add back” items and/or programs of need – such as may be the case in Fire, Police, Streets and other departments of the City.

Any such adjustments considered during the fiscal year will be proposed for City Council consideration as may be warranted and must be made after careful consideration of need and the financial position of the City.

A total of \$170,040,922 in new taxable value has been added to the rolls for 2021. This is down from the historic high of \$198,269,000 two years ago but higher than last year’s addition of \$145,151,000. As a strategic measure, the percentage split between residential and non-residential is now about 69% / 31%. There are several indications that the desire to invest in Rockwall is strong.

## Debt Service Fund

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. The tax rate is split between maintenance and operations and the annual principal and interest payments on the City's outstanding debt. The FY21 debt service portion of the tax rate will be 15.64 cents / \$100 of assessed value - down from last year's 16.84 cents / \$100 due to the growth in assessed value.

## General Fund

As has been the case for the past eight (8) years, the proposed budget, as directed by the City Council, assumes the adoption of the calculated "No New Tax" rate which will result in a Tax Rate decrease from the current Tax Rate of 38.799 cents / \$100 valuation to the proposed rate of 37.33 cents/\$100 valuation – a Tax Rate decrease of 1.469 cents / \$100 valuation. Based on the state prescribed formulas, the proposed rate is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1¢/\$100 valuation produces \$642,900 in Ad Valorem Tax revenue for FY2021. (Based on the state prescribed formulas, the Voter Approval Rate is 37.39 cents / \$100 valuation.) Of course, the impact of the proposed rate on individual properties is a function not only of the Tax Rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process.

A twenty-year review of the City historic tax rates is shown within the Debt Service section of the budget. The table below shows the adopted rate history since FY12 and the proposed rate for FY21:

<b>Fiscal Year</b>	<b>Adopted Tax Rate</b>
FY12	50.31
FY13	50.25
FY14	50.25
FY15	49.55
FY16	48.53
FY17	45.43
FY18	42.36
FY19	40.21
FY20	38.799
<b>FY21</b>	<b>37.33</b>

The proposed Tax Rate is the lowest rate since FY2005.

The City of Rockwall will end FY20 in a strong financial position. FY2020, like calendar year 2020, has been an unprecedented year. **For FY20 the projected increase** for the fiscal year for **Sales Tax was 3.0%**. Despite economic disruptions, it is **projected** that there will be an increase in **Sales Tax Revenues of about 4.24%**. While there has been some fluctuation of other General

Fund Revenue sources, it is projected that for FY20 total general fund revenues will be about \$39,884,450 or about \$622,950 over the budgeted amount for FY20.

While taxable sales for the year have been strong, a 3% reduction from the actual collections is proposed for FY21. This reduces Sales Tax Revenue from \$18,981,000 to \$18,412,500 for FY21. For the last eight (8) years a strong General Fund Reserve allowed the City to purchase vehicles, equipment, and other major purchases with cash; therefore, the prior practice of issuing short-term (4-10 year) debt has not been necessary with the exception of fire trucks and exceptionally expensive specialized public works equipment. The number of proposed approved departmental vehicles and equipment is less aggressive than it has been in previous years, and General Fund Reserve is proposed for use for these purchases proposed in the FY21 budget.

As indicated in the most current Water and Sewer Rate Study, a partial restoration (\$200,000) of the transfer from the Water and Sewer Fund occurred in FY20, and the FY21 proposed budget includes an increase to \$300,000 in this transfer. While this transfer amount reflects less than full reimbursement to the General Fund for services and costs provided by the General Fund, it continues the staged recovery of appropriate reimbursement transfer that should be completed over the course of the next several years.

Decisions to expend General Fund Reserve in prior years has not resulted in compromising the City's financial position. The City has maintained its General Fund Reserve at a level which well complies with locally adopted financial policies. The proposed FY21 Annual Operating Budget also provides for expenditures from Reserve but contemplates ending the year with an amount compliant with local financial policies plus an excess of about \$1,900,000.

Proposed General Fund Reserve expenditures include:

DEPARTMENT	ITEM / DESCRIPTION	AMOUNT
Internal Ops	Truck 1/2 ton	23,000
Patrol	Patrol Vehicles/Equipment	386,000
Patrol	FARO laser scanner	57,900
CID	Digital Evidence Mgmt System	51,500
CID	Vehicle CID	33,000
CID	Vehicle Narcotics	33,000
Planning	LIDAR	39,130
Parks	(4) Riding Mowers	47,250
Parks	Truck 3/4 ton	35,500
Engineering	Update Aerials	21,000
Streets	Dump Truck 3-4 yard	67,000

As noted above, these expenditures will be cautiously staged.

As a service organization, expenditures for personnel account for a large percentage (76%) of the City's operating budget; however, there are no new positions proposed for FY21. There are

also no market adjustments included in the proposed budget, but the continuation of step-increases and “top-out pay” to ensure that longer-term employees do not experience a pay decrease for the coming year are included.

A number of personnel additions were proposed by several departments. While these have not been proposed for funding, we will continue monitoring economic conditions and if these indicate that addition of personnel is financially prudent, changes may be considered by the Council as a budget amendment around the mid-year timeframe. These future considerations would result in re-evaluation of all new positions proposed if the situation arises; however, one such potential addition that might be considered involves the strategic addition of Fire Department personnel.

The City made application for a SAFER grant last year that, had it been approved, would have used the three positions added in FY20 to leverage grant funding of an additional nine (9) firefighters. The City made application for this grant funding again this year. This grant funding typically includes a gradual reduction of grant proceeds funded by the outside agency over the course of several years that the grant is in place. As a result of economic difficulties there has been some discussions by the funding agency that the first year of local match by grant recipients might be waived. If the grant is awarded, immediate consideration of the matter would be brought before the Council in order to take advantage of the program.

Another area of significant reduction reluctantly proposed, but necessary, is a reduction of about \$1,200,000 in contract expenditures for major street resurfacing and other repairs which extend street life cycles. Observed changes in economic conditions throughout the year might also result in other mid-year changes by budget amendment. Many of these projects do not commence until warmer weather months – coinciding with the time frame that an evaluation of economic position might occur.

Because the proposed budget includes far fewer recommended major expenditures than might have been favorably considered in a more-normal year, a listing of these “unfunded” budget requests are provided:

<b>DEPARTMENT</b>	<b>ITEM / DESCRIPTION</b>	<b>UNFUNDED</b>
Fire	3 new Firefighters and Captain Promotions	258,050
Police Admin	Vehicle and equipment	36,250
Communications	Manager	90,400
CID	Juvenile Investigator with Vehicle and Equipment	98,830
CID	Crime Analyst	60,500
Parks	Toro HD Workman and Pro Pass Equipment	44,100
Recreation	Special Events Coordinator	59,983
Streets	Inspector Coordinator position and equipment	42,300
Streets	Parking structures at Service Center	73,000
Streets	ADA transition plan year 1	244,000
Streets	Dump Truck 6 yard	122,000
Streets	Truck 3/4 ton Utility	66,000

Some of these might be reconsidered as the year progresses. It is important to keep these in mind since they do reflect an earnest representation of departmental needs. These are currently being shown as disapproved unless changed during this process.

All budget development processes identify other future needs of the City which cannot be funded by current year revenues. These are items considered to be appropriately noted for future consideration. These include:

<b>FUTURE PROJECTS TO BE CONSIDERED</b>	<b>AMOUNT</b>	
U. S. Flag Project on I-30	150,000	New Project
Kidzone Playground	800,000	End of Useful Life
Boydston Water Tower Demolition	200,000	Out of service for several years
Event Parking at Myers Park	TBD	Development will eliminate parking
SH66 Pedestrian Bridge	100,000	No insurance accident damaged bridge
Lakeshore Landscaping	77,000	May have funds in Contingency

### **Water and Sewer Fund**

After several years of financial struggle for the Water and Sewer Fund, last year we reported that the fund had significantly recovered financially. You may recall that the financial issues which had plagued the fund were caused by reoccurring drought restrictions, the discovery of zebra mussels in Lake Texoma, and a host of issues which these presented for water supply – none affected water quality. These problems were amplified by the fact that there had not been a “normal year” in terms of rainfall, heat, and other such conditions that affect the demand for water by our customers in many years.

We are pleased to report that this financial recovery continues for the Water and Sewer Fund. Further, we believe that we are on track to have our first “normal year” in at least a decade. Water and sewer rate increases are not proposed for FY21.

One of the several measures taken to respond to the fund’s financial problems was the elimination of the transfer of funds from the Water and Sewer Fund to the General Fund which is common practice among cities. This transfer is warranted to achieve reimbursement to the General Fund for expenses and services provided to Water and Sewer that are paid by the General Fund. The transfer was reduced from \$700,000 to \$0 at the onset of the lower demand for water along with other temporary measures that have now been fully restored. In FY20 the transfer was registered to \$200,000. The FY21 proposed budget includes increasing the transfer from the FY 20 level by \$100,000. It is recommended that full restoration to its compensatory level be completed over the next few years.

The proposed budget includes no new employees for water and sewer with salary administration to be consistent with that of the General Fund. The following major purchases are proposed in the budget:

ITEM	COST
Valve Maintenance Trailer	88,350
(3) Onsite Generators	223,000
Mini Excavator	28,600
1/2 Ton Pick up	30,000

As proposed in the budget the Water and Sewer Fund will end FY21 in strong financial position with retained earning (reserve) equal to about 128 days of operating expenses. The City's locally adopted financial policies indicates that 60 days of Working Capital should be preserved for this fund.

### **Employee Benefits and Workers Compensation Fund**

The City's health insurance fund continues to perform as well (or better) than it has the last several years. Several year ago, the fund had a significant negative balance, but through focus on increasing employee and employer contributions and refining offerings, a fund balance (reserve) of at least 26% of expenditures has resulted. The past year has, thus far, been a very good year for the fund. There is no anticipated need to increase employer or employee (premiums) contributions. The City has also had a good "safety year" to date – continuing to enjoy an overall excellent safety record. As an incentive to continue to keep safe operations at the forefront (and to acknowledge the cost-effectiveness of safe operations) the City offers a financial incentive in those years that the Workers Compensation claims experience is consistent with workplace safety goals. While the City has not had the good fortune to award these safety incentives (usually about \$250 / employee / year) every year, the FY21 proposed budget anticipates that safety incentives will be provided in December 2020.

### **Conclusion**

I believe that the FY21 proposed budget reflects appropriate caution and optimism, provides a continued ability to offer necessary services to residents, preserves the City's ability to respond to certain changing conditions that may emerge during the year, and reflects a conservative approach to budgeting. Current conditions, I believe, require that the proposed budget defer more expenditures, and program enhancements than has been the case in many previous budget years. The proposed budget, and the plan for caution in its administration, preserve the City's options for the coming months and years and preserves a healthy reserve to maintain a strong financial position. It is based on the idea of continued limited economic recovery and does not anticipate a complete "economic shutdown" ahead. It signals the need for diligent economic monitoring to facilitate adjustment that may be warranted. No "crystal ball" is claimed.



I would like to thank all Department Heads and all of those who contributed to preparation of the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

Certainly not least, I would like to thank all employees of the City of Rockwall. They have met every challenge that 2020 has posed. They have continued to work diligently throughout the pandemic and have taken great pride in being essential workers providing essential services during extraordinary times.

I would like to also thank the Mayor and City Council in advance for the time and effort that I know each of you will expend to review and evaluate the proposed budget. Further, I would like to thank each of you for your strength and leadership during this unprecedented period.

As always, we stand ready to assist in any way possible as you examine the proposed budget. Mary Smith or I are available to answer any questions that you may have or to schedule any individual meetings that may assist you in your evaluation of the budget.

Respectfully Submitted,

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

Richard R. Crowley  
City Manager

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 18-19	Budgeted 19-20	Amended 19-20	Adopted 20-21
Total Revenues	39,863,621	39,048,300	39,671,250	39,127,400
Total Operating Expenditures	34,933,029	36,045,450	35,829,300	36,423,650
Capital Reserve Expenditures	-	1,750,600	1,750,600	794,100
Excess Revenues Over (Under) Expenditures	4,930,591	1,252,250	2,091,350	1,909,650
Net Other Financing Sources (Uses)	(3,120,346)	(2,669,500)	(2,669,500)	(2,593,350)
Net Gain (Loss)	1,810,245	(1,417,250)	(578,150)	(683,700)
Fund Balance - Beginning	12,825,308	12,258,336	14,635,553	14,057,403
Fund Balance - Ending	14,635,553	10,841,086	14,057,403	13,373,703

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Adopted 20-21
4100	Current Taxes	12,187,755	12,701,650	12,701,650	13,386,900
4105	Delinquent Taxes	77,188	80,000	107,000	80,000
4110	Penalty & Interest	91,542	60,000	60,000	60,000
Total Property Taxes		12,356,485	12,841,650	12,868,650	13,526,900
4150	Sales Taxes	18,871,593	18,406,550	18,981,000	18,412,500
4155	Beverage Taxes	276,675	300,000	150,000	150,000
4160	Sales Tax Rebate	(13,242)	-	(4,000)	-
Total Sales Taxes		19,135,026	18,706,550	19,127,000	18,562,500
4201	Electrical Franchise	1,902,594	1,960,000	1,960,000	1,960,000
4203	Telephone Franchise	140,356	120,000	120,000	95,000
4205	Gas Franchise	620,183	620,000	502,000	500,000
4207	Cable TV Franchise	446,842	275,000	295,000	295,000
4209	Garbage Franchise	298,905	305,000	315,000	315,000
Total Franchise Fees		3,408,880	3,280,000	3,192,000	3,165,000
4250	Park & Recreation Fees	40,264	38,000	15,000	15,000
4251	Municipal Pool Fees	16,166	22,000	-	22,000
4253	Center Rentals	48,398	39,500	10,000	10,000
4255	Harbor Rentals	1,035	10,000	2,000	1,000
4260	Tax Certificate Fees	-	-	-	-
4270	Code Enforcement Fees	47,909	10,000	29,000	10,000
4280	Zoning Request Fees	67,272	60,000	50,000	50,000
4283	Construction Inspection	802,241	500,000	650,000	500,000
4295	Fire - Plans	4,610	4,500	4,500	4,500
Total Fees		1,027,895	684,000	760,500	612,500

## Summary of Revenues, Cont'd.

Account	Total Franchise	Actual 3,408,880	Budgeted 19-20	Amended 19-20	Adopted 20-21
4300	Building Permits	1,158,043	1,000,000	1,200,000	1,000,000
4302	Fence Permits	19,350	20,000	20,000	20,000
4304	Electrical Permits	29,572	20,000	25,000	25,000
4306	Plumbing Permits	54,129	50,000	50,000	50,000
4308	Mechanical Permits	57,479	55,000	55,000	55,000
4310	Daycare Center Permits	5,820	5,500	5,500	5,500
4312	Health Permits	117,878	132,000	122,000	132,000
4314	Sign Permits	19,575	20,000	20,000	20,000
4288	Beverage Permits	16,355	15,000	15,000	15,000
4320	Miscellaneous Permits	75,737	50,000	70,000	50,000
Total Permits		1,553,938	1,367,500	1,582,500	1,372,500
4400	Court Fines	353,913	350,000	275,000	275,000
4402	Court Fees	84,982	90,000	80,000	80,000
4404	Warrant Fees	40,261	40,000	35,000	35,000
4406	Court Deferral Fees	155,784	195,000	150,000	150,000
4408	Animal Registration Fees	4,947	5,000	5,000	5,000
4414	Alarm Fees and Fines	55,649	64,000	59,000	59,000
Total Municipal Court		695,536	744,000	604,000	604,000
4001	Interest Earnings	353,491	200,000	175,000	70,000
4007	Sale of Supplies	269	500	500	500
4010	Auction/Scrap Proceeds	64,750	40,000	100,000	20,000
4019	Miscellaneous	84,298	20,000	20,000	20,000
4450	Land Sales	-	-	-	-
4480	Tower Leases	21,378	25,000	25,000	25,000
4680	Developer Contributions	35,500	64,000	91,000	-
Total Miscellaneous		559,684	349,500	411,500	135,500
4500	Grant Proceeds	53,301	-	50,000	-
4510	School Patrol	605,790	621,850	621,850	621,850
4520	County Contracts	960	1,000	1,000	1,000
4530	City Contracts	466,126	452,250	452,250	525,650
Total Intergovernmental		1,126,177	1,075,100	1,125,100	1,148,500
Total Revenues		39,863,621	39,048,300	39,671,250	39,127,400

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 18-19	Budgeted 19-20	Amended 19-20	Adopted 20-21
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	-	200,000	200,000	300,000
From Court Fees	37,500	13,200	13,200	-
From Radio Fund	40,154	-	-	-
<b>Total Other Financing Sources</b>	<b>77,654</b>	<b>213,200</b>	<b>213,200</b>	<b>300,000</b>
Other Financing Uses				
Operating Transfers Out:				
To Public Safety Fund	73,000	-	-	-
To Airport Fund	10,000	-	-	-
To Employee Benefit Fund (Ins.)	2,500,000	2,250,000	2,250,000	2,250,000
To Workers Compensation Fund	180,000	180,000	180,000	180,000
To Tech. Replacement Fund	185,000	202,700	202,700	213,350
To Vehicle Replacement Fund	250,000	250,000	250,000	250,000
<b>Total Other Financing Uses</b>	<b>3,198,000</b>	<b>2,882,700</b>	<b>2,882,700</b>	<b>2,893,350</b>
Less Capital Reserve	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,120,346)</b>	<b>(2,669,500)</b>	<b>(2,669,500)</b>	<b>(2,593,350)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 18-19	Budgeted 19-20	Amended 19-20	Adopted 20-21
10	01	Mayor/Council	100,810	121,800	107,300	121,800
10	05	Administration	2,033,251	2,023,800	2,048,800	2,090,350
10	06	Administrative Services	572,169	588,800	570,600	569,700
10	09	Internal Operations	2,250,845	2,338,100	2,454,300	2,384,100
15	11	Finance	701,499	849,000	865,000	890,600
15	15	Municipal Court	395,972	454,400	439,400	463,000
20	25	Fire Operations	4,216,587	4,968,400	4,751,400	4,983,400
20	29	Fire Marshal	669,248	674,250	675,250	677,650
30	31	Police Administration	1,270,800	1,289,000	1,382,000	1,262,950
30	32	Communications	1,183,274	1,311,400	1,251,400	1,459,550
30	33	Patrol	5,681,527	6,112,700	6,046,700	6,223,000
30	34	CID	1,376,107	1,722,400	1,819,100	1,914,750
30	35	Community Services	1,387,320	1,511,650	1,544,300	1,552,950
30	36	Warrants	249,136	244,350	238,350	247,350
30	37	Records	472,377	498,400	518,000	515,000
40	41	Planning	902,692	832,750	783,250	863,100
40	42	Neighborhood Improv.	519,358	548,450	548,450	558,300
40	43	Building Inspections	748,881	828,100	808,100	803,500
45	45	Parks	2,649,331	3,105,650	3,083,350	3,112,900
45	46	Harbor O&M	480,234	727,900	711,400	583,200
45	47	Recreation	1,004,417	1,024,950	848,650	1,010,150
45	48	Animal Services	696,668	660,050	668,050	658,650
50	53	Engineering	1,153,574	1,201,550	1,201,550	1,131,050
50	59	Streets	4,216,955	4,158,200	4,215,200	3,140,750
			34,933,029	37,796,050	37,579,900	37,217,750
Less Capital Reserve			-	1,750,600	1,750,600	794,100
Total Operating Expenditures			34,933,029	36,045,450	35,829,300	36,423,650

## DIVISION SUMMARY

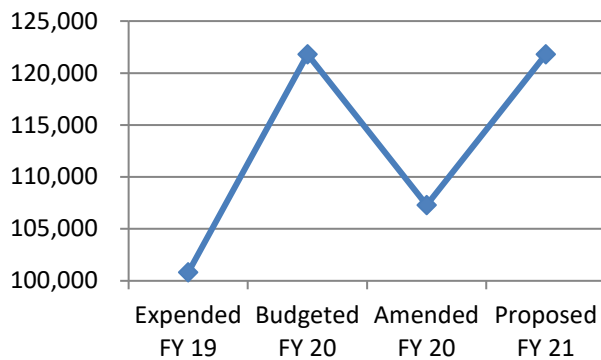
Fund	Department	Division
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

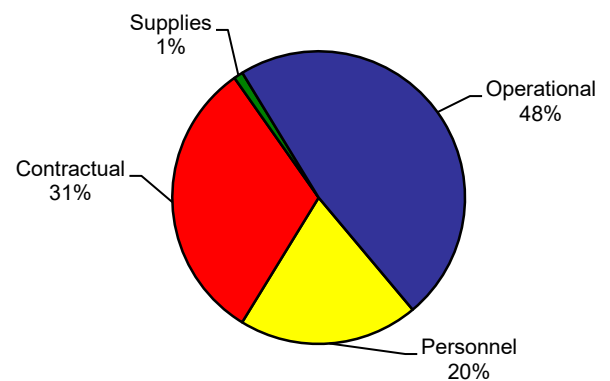
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	24,221	24,200	24,200	24,200
Contractual	37,751	38,350	38,350	38,350
Supplies	153	1,250	1,250	1,250
Operational	38,685	58,000	43,500	58,000
<b>Total</b>	<b>100,810</b>	<b>121,800</b>	<b>107,300</b>	<b>121,800</b>

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120	FICA & MEDICARE EXPENSE	1,721	1,700	1,700	1,700

<i>PERSONNEL SERVICES Totals</i>	<u>24,221</u>	<u>24,200</u>	<u>24,200</u>	<u>24,200</u>
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*CONTRACTUAL*

221	INSURANCE-PUBLIC OFFICIAL	33,983	35,000	35,000	35,000
231	SERVICE MAINTENANCE CONTRACTS	3,768	3,350	3,350	3,350

<i>CONTRACTUAL Totals</i>	<u>37,751</u>	<u>38,350</u>	<u>38,350</u>	<u>38,350</u>
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*SUPPLIES*

310	PRINTING & BINDING	68	500	500	500
347	GENERAL MAINTENANCE SUPPLIES	85	750	750	750

<i>SUPPLIES Totals</i>	<u>153</u>	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>
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*OPERATIONS*

402	YOUTH ADVISORY COUNCIL	2,779	3,000	3,000	3,000
404	ELECTION EXPENSES	-	10,500	-	10,500
410	DUES & SUBSCRIPTIONS	12,131	14,500	14,500	14,500
420	AWARDS	5,797	10,000	10,000	10,000
428	MEETING EXPENSES	3,394	3,000	3,000	3,000
430	TUITION & TRAINING	3,475	3,000	3,000	3,000
436	TRAVEL	11,108	14,000	10,000	14,000

<i>OPERATIONS Totals</i>	<u>38,685</u>	<u>58,000</u>	<u>43,500</u>	<u>58,000</u>
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<b>MAYOR/COUNCIL Totals</b>	<b>100,810</b>	<b>121,800</b>	<b>107,300</b>	<b>121,800</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	10 General Government	05 Administration

### Expenditure Summary

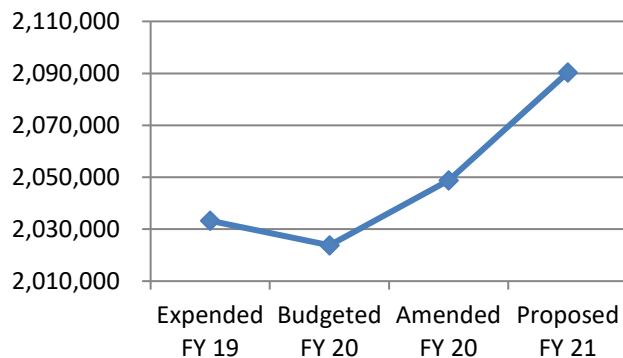
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,178,136	1,100,300	1,100,300	1,110,200
Contractual	754,761	822,200	847,200	878,850
Supplies	19,896	19,500	19,500	19,500
Operational	74,434	74,750	74,750	74,750
Utilities	6,023	7,050	7,050	7,050
<b>Total</b>	<b>2,033,251</b>	<b>2,023,800</b>	<b>2,048,800</b>	<b>2,090,350</b>

### Personnel Schedule

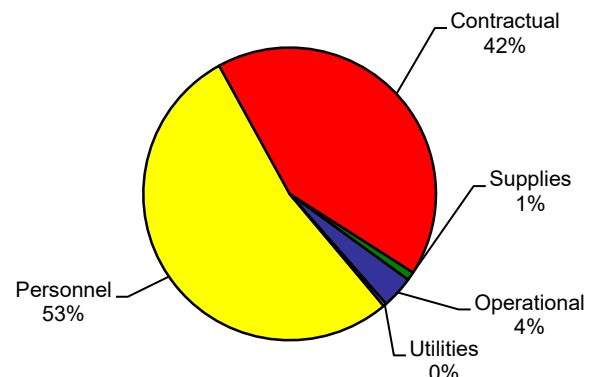
<u>Position</u>	<u>Classification</u>	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	18	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	10 General Government	05 Administration

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	647,107	559,450	559,450	563,500
104	SALARIES & WAGES-CLERICAL	300,389	319,800	319,800	322,300
109	SALARIES & WAGES-OVERTIME	-	300	300	300
113	EDUCATION/CERTIFICATE PAY	600	600	600	600
114	LONGEVITY PAY	6,660	7,050	7,050	7,400
120	FICA & MEDICARE EXPENSE	55,289	57,000	57,000	59,400
122	T.M.R.S. RETIREMENT EXPENSE	168,091	156,100	156,100	156,700

<i>PERSONNEL SERVICES Totals</i>	1,178,136	1,100,300	1,100,300	1,110,200
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*CONTRACTUAL*

207	APPRAISAL & COLLECTION	254,867	207,350	187,350	297,000
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<b>Notes:</b>	New Projects
<p>The RCAD has proposed an addition to their office which will increase the City's allocation of RCAD costs. The Chief Appraiser plans to speak to each of the governing bodies of the taxing entities in September 2020 regarding this proposal.</p> <p>In addition, RCAD is proposing a Homestead Audit to look for accounts which are incorrectly claiming a Homestead Exemption. This will be a two-year project to complete.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Funding is included in the budget as a placeholder until the Chief Appraiser makes a presentation to the Council on September 8th.</p>	

208	EMERGENCY SERVICES CORP	60,942	62,950	62,950	66,250
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<b>Notes:</b>	Emergency Management
<p>The E.S. Corporation Board voted to add a third position to the Emergency Management function which increases our budget allocation about \$5,000.</p> <p>\$58,092 Emergency Management  7,574 Gun Range Operations  575 Administration</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

211	LEGAL	152,111	175,000	250,000	175,000
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Fund	Department	Division
01 General Fund	10 General Government	05 Administration

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
213 CONSULTING FEES	32,753	92,700	62,700	62,700

<b>Notes:</b>	I-30 Marketing Program	NWS
Funds will be used to develop a marketing program for the I-30 corridor during the TxDOT construction project. It will be important to reinforce that we are open and accessible for business while the construction is underway.		
CITY MANAGER'S COMMENTS: Approved		

231 SERVICE MAINTENANCE CONTRACTS	39,146	45,500	45,500	45,500
233 NEWSPAPER ADVERTISING	4,353	6,000	6,000	6,000
236 COMMUNITY SERVICES	137,020	153,500	153,500	143,200

<b>Notes:</b>	Community Programs Breakdown
\$ 95,164 Star Transit (decreased \$14K) 40,000 MOWSS (increased \$5000)	
Additional funds include parade sponsorships and insurance for the Sheriff's Posse	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,201	4,200	4,200	4,200
243 PARKING LEASES	65,354	68,000	68,000	72,000
254 RECORDING FEES	4,014	6,500	6,500	6,500

<i>CONTRACTUAL Totals</i>	754,761	822,200	847,200	878,850
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*SUPPLIES*

301 OFFICE SUPPLIES	1,396	3,000	3,000	3,000
310 PRINTING & BINDING	18,446	16,000	16,000	16,000
347 GENERAL MAINTENANCE SUPPLIES	54	500	500	500

<i>SUPPLIES Totals</i>	19,896	19,500	19,500	19,500
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	18,531	20,000	20,000	20,000
422 EMPLOYEE ACTIVITIES	13,973	14,000	14,000	14,000
428 MEETING EXPENSES	11,579	10,500	10,500	10,500
430 TUITION & TRAINING	10,675	8,450	8,450	8,450
436 TRAVEL	19,678	21,800	21,800	21,800

<i>OPERATIONS Totals</i>	74,434	74,750	74,750	74,750
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	05 Administration

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	6,023	7,050	7,050	7,050
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<i>UTILITIES Totals</i>	<u>6,023</u>	<u>7,050</u>	<u>7,050</u>	<u>7,050</u>
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<b>ADMINISTRATION Totals</b>	<b>2,033,251</b>	<b>2,023,800</b>	<b>2,048,800</b>	<b>2,090,350</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

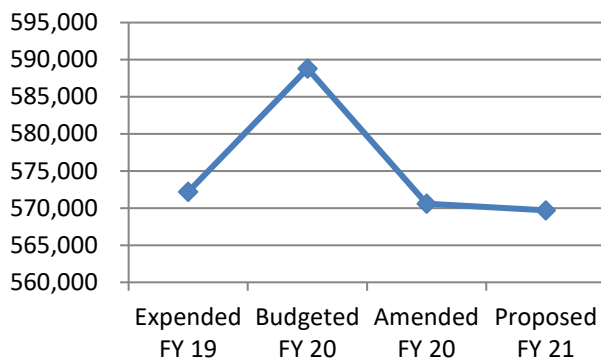
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	497,240	513,350	515,150	494,250
Contractual	13,071	7,050	7,050	7,050
Supplies	2,186	3,000	3,000	3,000
Operational	56,539	61,900	41,900	61,900
Utilities	3,132	3,500	3,500	3,500
<b>Total</b>	<b>572,169</b>	<b>588,800</b>	<b>570,600</b>	<b>569,700</b>

### Personnel Schedule

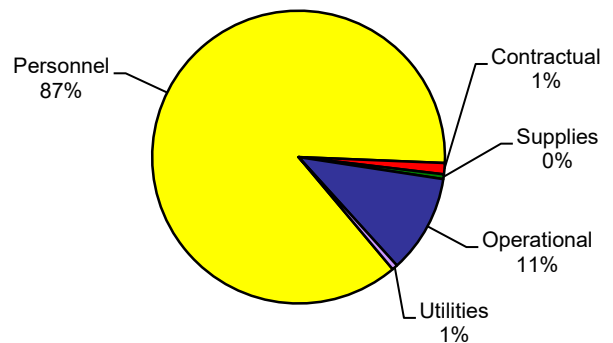
<u>Position</u>	<u>Classification</u>	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	24	1	1
HR Analyst	20	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	157,080	152,150	122,150	125,000
104 SALARIES & WAGES-CLERICAL	235,482	248,250	255,250	245,900
112 INCENTIVE PAY	7,929	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	1,800
114 LONGEVITY PAY	3,000	3,300	3,300	2,350
120 FICA & MEDICARE EXPENSE	27,986	29,350	27,650	28,500
122 T.M.R.S. RETIREMENT EXPENSE	64,564	66,500	63,000	60,700
128 UNEMPLOYMENT INSURANCE	-	2,000	32,000	20,000

<i>PERSONNEL SERVICES Totals</i>	497,240	513,350	515,150	494,250
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*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	13,071	7,050	7,050	7,050
<i>CONTRACTUAL Totals</i>	13,071	7,050	7,050	7,050

*SUPPLIES*

301 OFFICE SUPPLIES	529	1,000	1,000	1,000
310 PRINTING & BINDING	1,235	1,500	1,500	1,500
347 GENERAL MAINTENANCE SUPPLIES	422	500	500	500
<i>SUPPLIES Totals</i>	2,186	3,000	3,000	3,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,125	2,600	2,600	2,600
415 RECRUITING EXPENSES	2,073	2,000	2,000	2,000
420 AWARDS	7,228	9,500	6,500	9,500
422 EMPLOYEE ACTIVITIES	142	1,000	1,000	1,000
430 TUITION & TRAINING	6,003	5,500	1,500	5,500
432 EDUCATION REIMBURSEMENT	13,597	17,100	17,100	17,100
435 EMPLOYEE DEVELOPMENT	14,200	14,200	6,200	14,200
436 TRAVEL	11,172	10,000	5,000	10,000
<i>OPERATIONS Totals</i>	56,539	61,900	41,900	61,900

*UTILITIES*

507 CELLULAR TELEPHONE	3,132	3,500	3,500	3,500
<i>UTILITIES Totals</i>	3,132	3,500	3,500	3,500

<b>ADMINISTRATIVE SERVICES Totals</b>	<b>572,169</b>	<b>588,800</b>	<b>570,600</b>	<b>569,700</b>
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## DIVISION SUMMARY

**Fund**

01 General

**Department**

10 General Government

**Division**

09 Internal Operations

### Expenditure Summary

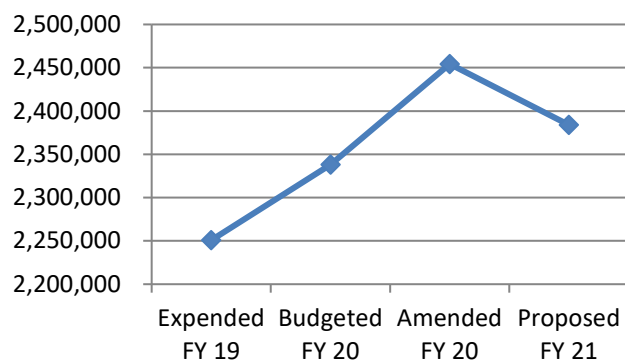
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,041,808	1,030,950	1,030,950	1,038,400
Contractual	646,328	758,850	761,350	791,500
Supplies	79,764	96,000	102,000	102,000
Operational	7,770	11,900	11,900	11,900
Utilities	360,173	349,400	369,400	417,000
Capital	115,002	91,000	178,700	23,300
<b>Total</b>	<b>2,250,845</b>	<b>2,338,100</b>	<b>2,454,300</b>	<b>2,384,100</b>

### Personnel Schedule

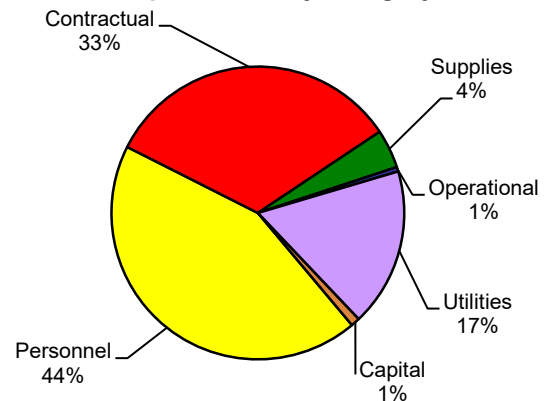
<u>Position</u>	<u>Classification</u>	FY 20 <u>Approved</u>	FY 21 <u>Proposed</u>
Facilities Superintendent	25	1	1
Network Administrator	27	1	1
PIO/Marketing Manager	22	1	1
Network Technician	19	2	2
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	10 General Government	09 Internal Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	126,255	90,550	90,550	90,550
104	SALARIES & WAGES-CLERICAL	348,199	363,650	363,650	365,350
107	SALARIES & WAGES-LABOR	353,192	363,750	363,750	366,250
109	SALARIES & WAGES-OVERTIME	3,685	4,000	4,000	4,000
113	EDUCATION/CERTIFICATE PAY	600	600	600	600
114	LONGEVITY PAY	11,600	11,350	11,350	12,300
120	FICA & MEDICARE EXPENSE	61,750	60,600	60,600	62,900
122	T.M.R.S. RETIREMENT EXPENSE	136,527	136,450	136,450	136,450

<i>PERSONNEL SERVICES Totals</i>	1,041,808	1,030,950	1,030,950	1,038,400
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*CONTRACTUAL*

213	CONSULTING FEES	9,500	6,000	6,000	6,000
217	IT SERVICE	351,084	294,150	294,150	300,500
231	SERVICE MAINTENANCE CONTRACTS	147,854	313,100	313,100	374,900

<b>Notes:</b>	<b>Service Maintenance Contracts</b>
\$60,300 increase in Radio System Maintenance for the Countywide radio system.	

**CITY MANAGER'S COMMENTS:** Approved

237	UNIFORM SERVICE	4,823	5,500	5,500	5,500
240	EQUIPMENT REPAIRS	9,487	10,000	10,000	10,000
242	EQUIPMENT RENTAL & LEASE	1,038	600	600	600
244	BUILDING REPAIRS	105,720	115,500	115,500	80,000
246	VEHICLE REPAIRS	8,097	6,000	8,500	6,000
272	JANITORIAL SERVICES	8,725	8,000	8,000	8,000

<i>CONTRACTUAL Totals</i>	646,328	758,850	761,350	791,500
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*SUPPLIES*

301	OFFICE SUPPLIES	417	500	500	500
303	COMPUTER SUPPLIES	14,355	20,000	20,000	20,000
323	SMALL TOOLS	3,184	1,500	1,500	1,500
331	FUEL & LUBRICANTS	10,676	12,000	12,000	12,000



Fund	Department	Division
01 General Fund	10 General Government	09 Internal Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
345 CLEANING SUPPLIES	22,245	22,000	28,000	28,000

**Notes:** Increase to Cleaning Supplies

\$3,000 Increase in cost of supplies from vendors.

CITY MANAGER'S COMMENTS: Approved

347 GENERAL MAINTENANCE SUPPLIES	28,886	40,000	40,000	40,000
<i>SUPPLIES Totals</i>	<u>79,764</u>	<u>96,000</u>	<u>102,000</u>	<u>102,000</u>

#### OPERATIONS

430 TUITION & TRAINING	2,943	4,900	4,900	4,900
436 TRAVEL	4,827	7,000	7,000	7,000
<i>OPERATIONS Totals</i>	<u>7,770</u>	<u>11,900</u>	<u>11,900</u>	<u>11,900</u>

#### UTILITIES

501 ELECTRICITY	140,901	150,000	150,000	150,000
507 CELLULAR TELEPHONE	10,578	13,500	13,500	13,500
508 TELEPHONE SERVICE	110,422	94,400	94,400	142,000

**Notes:** ATT Contract Expiration

NWS

The increase in the telephone line item is because the original contract has expired. Prior to the expiration of the contract with AT&T, City staff tried repeatedly to get this renewed. AT&T's stated goal is to work towards getting customers off of the traditional copper-wire technology and pricing for this service has increased exponentially. Staff is currently working with AT&T on a plan to transition from old copper lines to a cellular solution but will have the pay the higher rates until such time the infrastructure can be migrated.

CITY MANAGER'S COMMENTS: Approved

510 NATURAL GAS SERVICE	14,492	16,500	16,500	16,500
513 WATER	83,780	75,000	95,000	95,000
<i>UTILITIES Totals</i>	<u>360,173</u>	<u>349,400</u>	<u>369,400</u>	<u>417,000</u>

#### CAPITAL

603 BUILDINGS	51,000	-	-	-
617 RADIO EQUIPMENT	36,025	-	-	-
621 FIELD MACHINERY & EQUIPMENT	27,977	-	87,700	-

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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
623 VEHICLES	-	91,000	91,000	23,300

<b>Notes:</b>	Replace Vehicle
<p>\$23,300 Replacement vehicle for Internal Operations Department Custodians. This unit is a 2006 Ford F-150 with 66,213 miles and is used by both the daytime and night time shift. Up until the last few years, the costs were, for the most part, normal wear and tear, but now we are beginning to experience some more significant mechanical issues with this vehicle. In the last 12 months, this unit has begun to lose oil, has transmission and brake fluid leaks, and now has power steering issues.</p> <p>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</p>	

<i>CAPITAL Totals</i>	<u>115,002</u>	<u>91,000</u>	<u>178,700</u>	<u>23,300</u>
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<b>INTERNAL OPERATIONS Totals</b>	<b>2,250,845</b>	<b>2,338,100</b>	<b>2,454,300</b>	<b>2,384,100</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

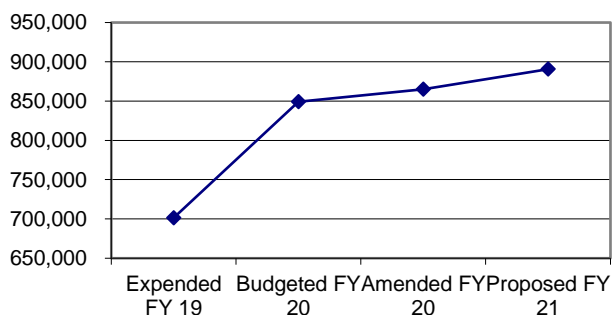
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	335,488	466,500	466,500	466,800
Contractual	305,166	311,000	327,000	347,300
Supplies	53,898	61,250	61,250	66,250
Operational	5,678	9,000	9,000	9,000
Utilities	1,269	1,250	1,250	1,250
<b>Total</b>	<b>701,499</b>	<b>849,000</b>	<b>865,000</b>	<b>890,600</b>

### Personnel Schedule

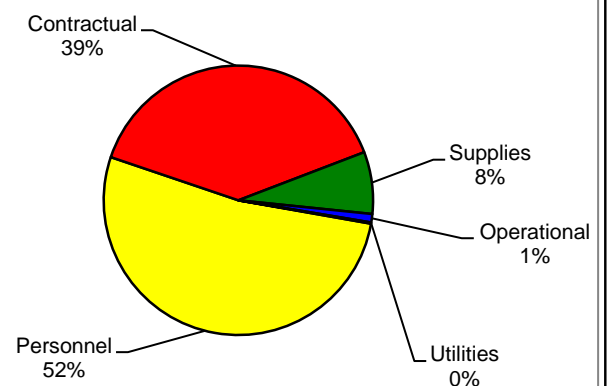
Position	Classification	FY 20 Approved	FY 21 Proposed
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	20	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	15 Finance	11 Fiscal Services

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

104	SALARIES & WAGES-CLERICAL	270,247	371,300	371,300	371,300
109	SALARIES & WAGES-OVERTIME	287	300	300	300
113	EDUCATION/CERTIFICATE PAY	-	300	300	300
114	LONGEVITY PAY	4,593	4,950	4,950	5,250
120	FICA & MEDICARE EXPENSE	20,072	28,000	28,000	28,000
122	T.M.R.S. RETIREMENT EXPENSE	40,290	61,650	61,650	61,650

<i>PERSONNEL SERVICES Totals</i>	335,488	466,500	466,500	466,800
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*CONTRACTUAL*

210	AUDITING	28,000	28,000	28,000	30,000
223	INSURANCE-SURETY BONDS	504	500	500	500
225	INSURANCE-AUTOMOBILES	62,981	63,300	64,300	66,000
227	INSURANCE-REAL PROPERTY	58,195	59,700	67,700	72,000
228	INSURANCE-CLAIMS & DEDUCTIBLES	30,583	30,000	41,000	30,000
229	INSURANCE-LIABILITY	34,657	38,200	34,200	40,000
231	SERVICE MAINTENANCE CONTRACTS	83,100	82,600	82,600	100,100

<b>Notes:</b>	Maintenance Increases
\$10,000 Copier and Printer maintenance includes repairs, parts, and consumables - Cost Increase	
\$7,500 Tyler Tech SSMA renewal increase.	
CITY MANGER'S COMMENTS: Approved	

233	ADVERTISING	1,503	1,200	1,200	1,200
235	BANK CHARGES	4,342	5,000	5,000	5,000
240	EQUIPMENT REPAIRS	45	500	500	500
242	EQUIPMENT RENTAL & LEASE	1,258	2,000	2,000	2,000

<i>CONTRACTUAL Totals</i>	305,166	311,000	327,000	347,300
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*SUPPLIES*

301	OFFICE SUPPLIES	1,922	2,000	2,000	2,000
305	COPY MACHINE SUPPLIES	24,365	28,000	28,000	33,000

<b>Notes:</b>	Paper Cost Increase
\$5,000 Copier and printer paper cost Increase	
CITY MANGER'S COMMENTS: Approved	

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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
307 POSTAGE	26,539	29,000	29,000	29,000
310 PRINTING & BINDING	871	1,500	1,500	1,500
347 GENERAL MAINTENANCE SUPPLIES	200	750	750	750
<i>SUPPLIES Totals</i>	<u>53,898</u>	<u>61,250</u>	<u>61,250</u>	<u>66,250</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,610	2,500	2,500	2,500
430 TUITION & TRAINING	3,639	2,500	2,500	2,500
436 TRAVEL	429	4,000	4,000	4,000
<i>OPERATIONS Totals</i>	<u>5,678</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	1,269	1,250	1,250	1,250
<i>UTILITIES Totals</i>	<u>1,269</u>	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>
<b>FINANCE Totals</b>	<b>701,499</b>	<b>849,000</b>	<b>865,000</b>	<b>890,600</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

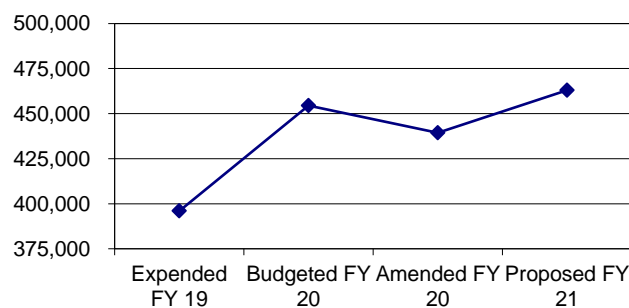
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	304,314	352,350	337,350	361,450
Contractual	82,599	89,300	89,300	89,300
Supplies	6,488	7,250	7,250	7,250
Operational	2,571	5,500	5,500	5,000
<b>Total</b>	<b>395,972</b>	<b>454,400</b>	<b>439,400</b>	<b>463,000</b>

### Personnel Schedule

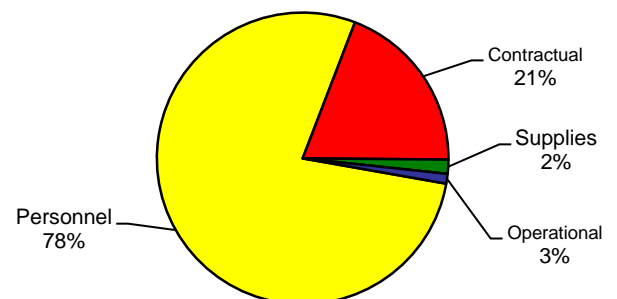
<u>Position</u>	<u>Classification</u>	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	80,117	82,150	82,150	82,150
104 SALARIES & WAGES-CLERICAL	161,492	196,700	181,700	202,600
109 SALARIES & WAGES-OVERTIME	51	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	600	600	600	900
114 LONGEVITY PAY	4,120	4,400	4,400	5,900
120 FICA & MEDICARE EXPENSE	18,250	20,350	20,350	21,800
122 T.M.R.S. RETIREMENT EXPENSE	39,683	46,650	46,650	46,600

<i>PERSONNEL SERVICES Totals</i>	<u>304,314</u>	<u>352,350</u>	<u>337,350</u>	<u>361,450</u>
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*CONTRACTUAL*

211 LEGAL	78,000	84,000	84,000	84,000
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,600	4,800	4,800	4,800

<i>CONTRACTUAL Totals</i>	<u>82,599</u>	<u>89,300</u>	<u>89,300</u>	<u>89,300</u>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,320	1,500	1,500	1,500
310 PRINTING & BINDING	4,386	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	782	750	750	750

<i>SUPPLIES Totals</i>	<u>6,488</u>	<u>7,250</u>	<u>7,250</u>	<u>7,250</u>
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*OPERATIONS*

407 JURY EXPENSE	600	1,500	1,500	1,000
410 DUES & SUBSCRIPTIONS	98	500	500	500
415 RECRUITING EXPENSES	53	-	-	-
430 TUITION & TRAINING	800	1,000	1,000	1,000
436 TRAVEL	1,020	2,500	2,500	2,500

<i>OPERATIONS Totals</i>	<u>2,571</u>	<u>5,500</u>	<u>5,500</u>	<u>5,000</u>
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<b>MUNICIPAL COURT Totals</b>	<b>395,972</b>	<b>454,400</b>	<b>439,400</b>	<b>463,000</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

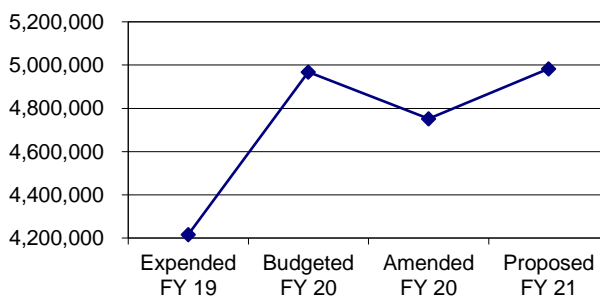
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	3,785,630	4,551,600	4,341,600	4,571,250
Contractual	220,209	248,950	235,950	240,800
Supplies	95,855	111,650	117,650	115,150
Operational	40,050	51,900	51,900	51,900
Utilities	3,956	4,300	4,300	4,300
Capital	70,888	-	-	-
<b>Total</b>	<b>4,216,587</b>	<b>4,968,400</b>	<b>4,751,400</b>	<b>4,983,400</b>

### Personnel Schedule

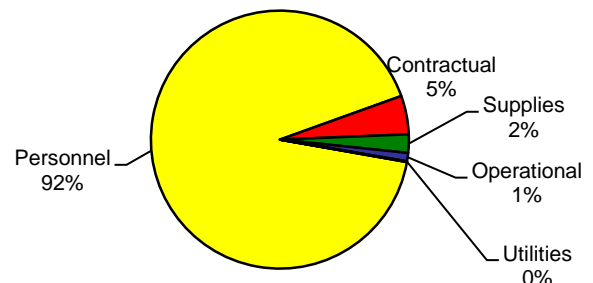
Position	Classification	FY 20 Approved	FY 21 Proposed
Fire Chief	-	1	1
Assistant Fire Chief	34	1	1
Batallion Chief	F9	1	1
Captain/Drivers	F8	9	9
Driver/Engineer	F6	12	12
Firefighter	F5	9	9
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**





Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	284,992	293,950	293,950	294,550
104	SALARIES & WAGES-CLERICAL	46,552	49,350	49,350	55,650
107	SALARIES & WAGES-LABOR	2,217,216	2,736,300	2,636,300	2,796,150

Notes:	Staffing
In keeping with our strategic goal of providing sufficient on-duty staffing to respond to a structure fire in a single family home and a second incident we are requesting funding for 3 new full-time Firefighter positions and three new Captain positions. The Captain positions will be current Driver Engineers or Firefighters who are promoted, i.e. they will not be new hires.	
\$246,300 Salary and Benefits for 3 Firefighters	
\$11,750 Salary and Benefits for 3 Captain Position Upgrades	
CITY MANAGER'S COMMENTS: Disapproved	

109	SALARIES & WAGES-OVERTIME	362,789	400,000	335,000	350,000
113	EDUCATION/CERTIFICATE PAY	42,820	61,550	61,550	62,900
114	LONGEVITY PAY	41,760	42,900	42,900	41,850
115	VOLUNTEER-INCENTIVE PAY	84,997	85,000	85,000	85,000
120	FICA & MEDICARE EXPENSE	230,470	278,800	268,800	285,300
122	T.M.R.S. RETIREMENT EXPENSE	448,407	553,750	538,750	565,150
126	VOLUNTEER PENSION	25,628	50,000	30,000	34,700

<i>PERSONNEL SERVICES Totals</i>	3,785,630	4,551,600	4,341,600	4,571,250
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*CONTRACTUAL*

222	DISABILITY INSURANCE	44,615	50,000	37,000	38,000
231	SERVICE MAINTENANCE CONTRACTS	59,384	80,050	80,050	83,900

Notes:	Increase in Services
\$3,820 - Some of our line items for this account went down, but the net result was an increase due to PPE cleaning and advanced inspection for 3 additional full-time personnel. Additional money is needed for PPE repairs. 90 SCBA cylinders require a hydrostat test once every 5 years. This year will be a 5-year anniversary.	
CITY MANAGER'S COMMENTS: Approved	

237	UNIFORM SERVICE	1,790	2,100	2,100	2,100
240	EQUIPMENT REPAIRS	12,384	16,500	16,500	16,500
242	EQUIPMENT RENTAL & LEASE	3,544	5,300	5,300	5,300
246	VEHICLE REPAIRS	98,492	95,000	95,000	95,000

<i>CONTRACTUAL Totals</i>	220,209	248,950	235,950	240,800
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*SUPPLIES*

301	OFFICE SUPPLIES	1,237	1,500	1,500	1,500
310	PRINTING & BINDING	296	300	300	300
321	UNIFORMS	25,941	17,950	23,950	17,950
323	SMALL TOOLS	188	3,000	3,000	3,000
331	FUEL & LUBRICANTS	36,731	35,000	35,000	38,500
347	GENERAL MAINTENANCE SUPPLIES	1,883	9,900	9,900	9,900
378	FIRE PREVENTION SUPPLIES	939	-	-	-
379	FIRE FIGHTING SUPPLIES	28,639	44,000	44,000	44,000
<i>SUPPLIES Totals</i>		<u>95,855</u>	<u>111,650</u>	<u>117,650</u>	<u>115,150</u>

*OPERATIONS*

410	DUES & SUBSCRIPTIONS	6,667	12,450	12,450	12,450
415	RECRUITING EXPENSES	2,890	4,000	4,000	4,000
430	TUITION & TRAINING	20,336	25,450	25,450	25,450
436	TRAVEL	10,157	10,000	10,000	10,000
<i>OPERATIONS Totals</i>		<u>40,050</u>	<u>51,900</u>	<u>51,900</u>	<u>51,900</u>

*UTILITIES*

507	CELLULAR TELEPHONE	3,956	4,300	4,300	4,300
<i>UTILITIES Totals</i>		<u>3,956</u>	<u>4,300</u>	<u>4,300</u>	<u>4,300</u>

*CAPITAL*

623	VEHICLES	70,888	-	-	-
<i>CAPITAL Totals</i>		<u>70,888</u>	<u>-</u>	<u>-</u>	<u>-</u>

<b>FIRE OPERATIONS Totals</b>		<b>4,216,587</b>	<b>4,968,400</b>	<b>4,751,400</b>	<b>4,983,400</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

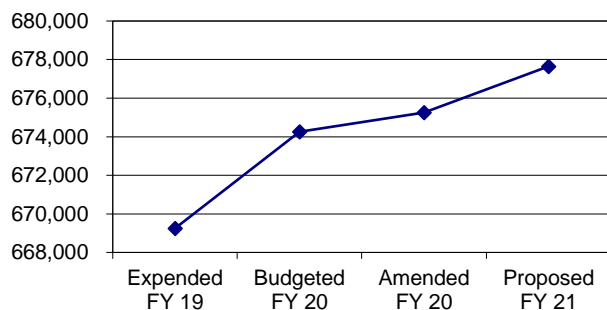
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	513,320	549,150	550,150	562,750
Contractual	57,593	24,150	24,150	29,400
Supplies	61,288	57,500	57,500	57,500
Operational	18,550	23,000	23,000	23,000
Utilities	5,076	5,000	5,000	5,000
Capital	13,421	15,450	15,450	-
<b>Total</b>	<b>669,248</b>	<b>674,250</b>	<b>675,250</b>	<b>677,650</b>

### Personnel Schedule

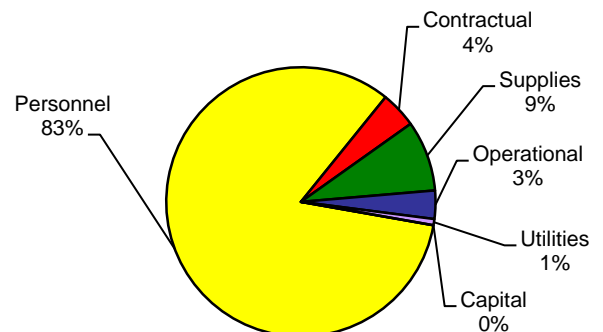
Position	Classification	FY 20 Approved	FY 21 Proposed
Fire Marshal	34	1	1
Senior Fire Inspector-Captain	FM8	1	1
Fire Inspector/Investigator/Educator	FM6	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	130,511	140,300	140,300	140,650
104	SALARIES & WAGES-CLERICAL	40,828	43,050	43,050	44,450
107	SALARIES & WAGES-LABOR	231,712	249,800	249,800	259,000
109	SALARIES & WAGES-OVERTIME	5,414	5,000	5,000	5,000
113	EDUCATION/CERTIFICATE PAY	4,447	3,600	4,600	4,600
114	LONGEVITY PAY	1,815	2,100	2,100	2,450
120	FICA & MEDICARE EXPENSE	31,014	32,800	32,800	33,950
122	T.M.R.S. RETIREMENT EXPENSE	67,579	72,500	72,500	72,650

<i>PERSONNEL SERVICES Totals</i>	513,320	549,150	550,150	562,750
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*CONTRACTUAL*

213	CONSULTING FEES	47,346	-	-	-
231	SERVICE MAINTENANCE CONTRACTS	1,687	11,150	11,150	16,400

<b>Notes:</b>	Service Maintenance Contracts
\$2,000 iPad WiFi service fees	
\$14,400 MobileEyes annual SSMA (first yr. new)	
CITY MANAGER'S COMMENTS: Approved	

237	UNIFORM SERVICE	1,621	3,500	3,500	3,500
240	EQUIPMENT REPAIRS	85	500	500	500
242	EQUIPMENT RENTAL & LEASE	2,982	3,500	3,500	3,500
246	VEHICLE REPAIRS	3,873	5,000	5,000	5,000
261	CRIME SCENE SERVICES	-	500	500	500

<i>CONTRACTUAL Totals</i>	57,593	24,150	24,150	29,400
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*SUPPLIES*

301	OFFICE SUPPLIES	1,112	1,500	1,500	1,500
310	PRINTING & BINDING	148	2,000	2,000	2,000
321	UNIFORMS	2,908	3,500	3,500	3,500
331	FUEL & LUBRICANTS	7,973	8,000	8,000	8,000
347	GENERAL MAINTENANCE SUPPLIES	-	500	500	500
373	INVESTIGATION SUPPLIES	2,176	3,000	3,000	3,000
374	EXPLORER PROGRAM SUPPLIES	-	6,500	6,500	6,500
376	CANINE EXPENSE	1,861	3,000	3,000	3,000
378	FIRE PREVENTION SUPPLIES	33,345	20,500	20,500	20,500
379	FIRE FIGHTING SUPPLIES	11,765	9,000	9,000	9,000

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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
<i>SUPPLIES Totals</i>	61,288	57,500	57,500	57,500
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,707	3,000	3,000	3,000
430 TUITION & TRAINING	4,118	7,000	7,000	7,000
436 TRAVEL	11,725	13,000	13,000	13,000
<i>OPERATIONS Totals</i>	18,550	23,000	23,000	23,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	5,076	5,000	5,000	5,000
<i>UTILITIES Totals</i>	5,076	5,000	5,000	5,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	13,421	15,450	15,450	-
<i>CAPITAL Totals</i>	13,421	15,450	15,450	-
<b>FIRE MARSHAL Totals</b>	<b>669,248</b>	<b>674,250</b>	<b>675,250</b>	<b>677,650</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	31 Administration

### Expenditure Summary

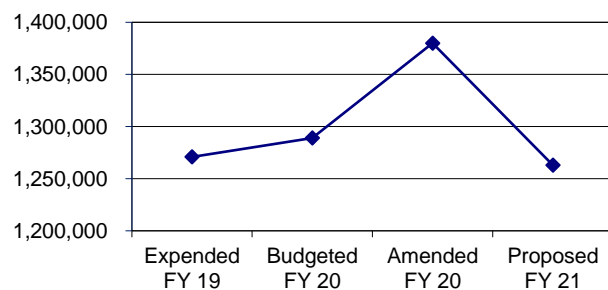
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,134,888	1,164,350	1,238,350	1,148,800
Contractual	50,091	57,000	82,000	54,000
Supplies	17,056	19,500	17,500	17,500
Operational	26,133	39,150	33,150	33,650
Utilities	8,077	9,000	9,000	9,000
Capital	34,554	-	-	-
<b>Total</b>	<b>1,270,800</b>	<b>1,289,000</b>	<b>1,380,000</b>	<b>1,262,950</b>

### Personnel Schedule

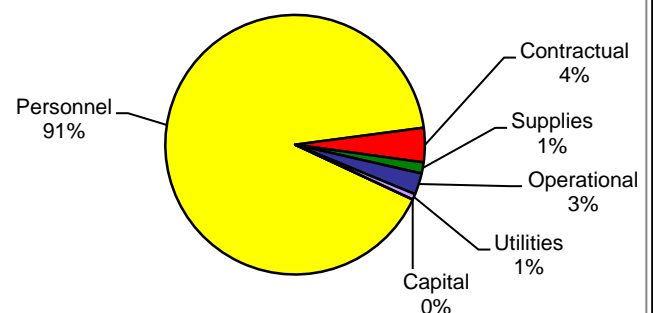
Position	Classification	FY 20 Approved	FY 21 Proposed
Police Chief	-	1	1
Assistant Police Chief	34	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	313,822	301,150	372,150	288,650
104	SALARIES & WAGES-CLERICAL	54,062	55,600	55,600	55,650
107	SALARIES & WAGES-LABOR	510,351	548,750	532,750	549,900
109	SALARIES & WAGES-OVERTIME	21,176	20,000	23,500	20,000
113	EDUCATION/CERTIFICATE PAY	8,272	8,100	8,100	8,100
114	LONGEVITY PAY	9,550	10,050	11,550	11,800
120	FICA & MEDICARE EXPENSE	66,363	67,400	71,900	68,400
122	T.M.R.S. RETIREMENT EXPENSE	151,291	153,300	162,800	146,300

<i>PERSONNEL SERVICES Totals</i>	<u>1,134,888</u>	<u>1,164,350</u>	<u>1,238,350</u>	<u>1,148,800</u>
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*CONTRACTUAL*

226	INSURANCE-LAW ENFORCEMENT	31,303	35,000	29,000	32,000
231	SERVICE MAINTENANCE CONTRACTS	54	-	-	-
237	UNIFORM SERVICE	1,200	2,000	2,000	2,000
240	EQUIPMENT REPAIRS	253	500	500	500
246	VEHICLE REPAIRS	6,828	3,000	39,000	3,000
263	COUNTY JAIL CONTRACT	10,452	16,500	11,500	16,500

<i>CONTRACTUAL Totals</i>	<u>50,091</u>	<u>57,000</u>	<u>82,000</u>	<u>54,000</u>
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*SUPPLIES*

301	OFFICE SUPPLIES	838	1,000	1,000	1,000
310	PRINTING & BINDING	1,260	1,500	1,500	1,500
321	UNIFORMS	3,163	3,500	3,500	3,500
331	FUEL & LUBRICANTS	10,394	12,000	10,000	10,000
347	GENERAL MAINTENANCE SUPPLIES	1,401	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	<u>17,056</u>	<u>19,500</u>	<u>17,500</u>	<u>17,500</u>
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	4,166	4,400	4,400	4,400
420	AWARDS	5,736	5,000	5,000	5,000
430	TUITION & TRAINING	7,665	18,000	18,000	12,500
436	TRAVEL	8,567	11,750	5,750	11,750

<i>OPERATIONS Totals</i>	<u>26,133</u>	<u>39,150</u>	<u>33,150</u>	<u>33,650</u>
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Fund	Department	Division
01 General Fund	30 Police	31 Administration

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*UTILITIES*

507 CELLULAR TELEPHONE	8,077	9,000	9,000	9,000
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<i>UTILITIES Totals</i>	<u>8,077</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
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*CAPITAL*

623 VEHICLES	34,554	-	-	-
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<b>Notes:</b>	Replacement Admin Car
\$36,250 to replace an existing vehicle that is seven (7) years old and currently has 115,000 miles. The funds include the cost of the vehicle, all equipment and installation costs.	
CITY MANAGER'S COMMENTS: Disapproved	

<i>CAPITAL Totals</i>	<u>34,554</u>	<u>-</u>	<u>-</u>	<u>-</u>
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,270,800</b>	<b>1,289,000</b>	<b>1,380,000</b>	<b>1,262,950</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	32 Communications

### Expenditure Summary

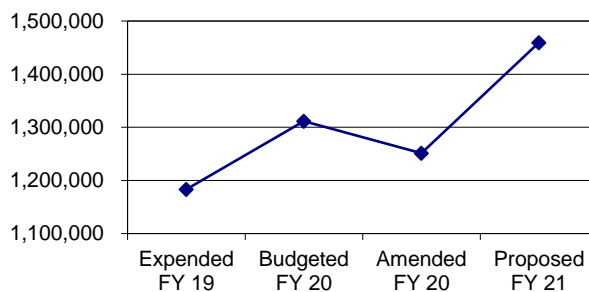
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	941,170	1,058,550	998,550	1,054,650
Contractual	233,825	231,650	231,650	339,600
Supplies	1,403	5,950	5,950	5,950
Operational	4,573	11,550	11,550	15,150
Utilities	2,303	3,700	3,700	3,700
Capital	-	-	-	40,500
<b>Total</b>	<b>1,183,274</b>	<b>1,311,400</b>	<b>1,251,400</b>	<b>1,459,550</b>

### Personnel Schedule

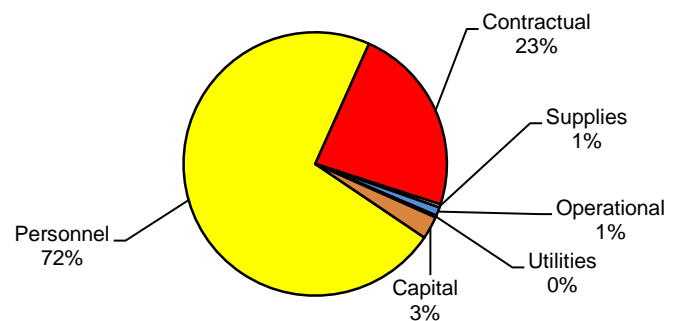
<u>Position</u>	Classification	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
Communications Supervisor	19	3	3
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	182,165	197,250	203,250	201,600
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<b>Notes:</b>	Communications Manager Position
<p>The Communications Center currently has three shift-level Supervisors who are responsible for direct supervision of the Communications Specialists assigned to each shift. The Administrative Services Lieutenant is responsible for ensuring that the Communications Center is in compliance with federal and state regulatory requirements while maintaining the additional responsibilities associated with the Administrative Lieutenant position.</p> <p>A Communications Manager with an expertise in this discipline will help to ensure appropriate compliance and employee oversight.</p> <p>This position was previously eliminated in 2017.</p> <p>\$90,400 Salary and Benefits</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

104	SALARIES & WAGES-CLERICAL	444,096	561,050	471,050	555,950
109	SALARIES & WAGES-OVERTIME	126,252	90,000	125,000	90,000
113	EDUCATION/CERTIFICATE PAY	4,280	5,100	5,100	5,100
114	LONGEVITY PAY	4,240	4,800	4,800	5,300
120	FICA & MEDICARE EXPENSE	56,794	58,000	55,000	58,000
122	T.M.R.S. RETIREMENT EXPENSE	123,344	142,350	134,350	138,700
<i>PERSONNEL SERVICES Totals</i>		941,170	1,058,550	998,550	1,054,650

*CONTRACTUAL*

213	CONSULTING FEES	-	-	-	25,000
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<b>Notes:</b>	PSAP Resiliency Assessment
<p>\$25,000 Public Safety Answering Point (PSAP) Resiliency Assessment</p> <p>This is requested for consulting services to provide a public safety answering point (PSAP) resiliency assessment for the Communications Center. This assessment is requested to help establish an emergency action plan to provide continued critical services in the event of a catastrophic man-made, natural, or technological event that impacts one or more systems. The goal is to determine what changes need to be made regarding how the Communications Center can improve the current state of resiliency. Currently, a backup site with a dispatch console is located at a local fire station. This backup PSAP has several limitations despite planned upgrades. This study seeks to provide recommendations to address concerns regarding the current capabilities to sustain operations along with a view of the primary and back up PSAP. Additionally, this study will evaluate the critical infrastructure located at the police department which impacts the entire city. The study will evaluate the limitations of the current structure to provide direction for city wide redundancy.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

Fund	Department	Division
01 General Fund	30 Police	32 Communications

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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231	SERVICE MAINTENANCE CONTRACTS	233,825	231,650	231,650	314,600
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Notes:	Current Contracts/New Requests
<p>New requests:</p> <p>\$2,300 Aegis Shield Force App. This application will work in conjunction with an iPhone and AT&amp;T First Net Data plan and will provide administrators, supervisors and officers (motorcycle officers, detectives, narcotics, etc.) with updated information and functionality in the field. These include the ability to view in real time officer's locations via GPS on CAD mapping, unit dispatching, the ability to self-dispatch and clear calls, to conduct computer checks on persons (warrants, safety bulletins, etc.) and vehicle checks (TLETS/NCIC returns, alerts, BOLOs, stolen checks, etc.) without returning to a vehicle. The application also provides real time updates and information to supervisors to monitor and track situations at all times.</p> <p>\$62,000 Annual cost Cloud based data storage for GETAC. This service is required to store data related to body worn cameras and in car cameras. Purchased this add'l cloud storage in April 2020 using Seized Funds.</p> <p>\$1,800 Decontamination service for Dispatch Center.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

CONTRACTUAL Totals	233,825	231,650	231,650	339,600
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*SUPPLIES*

301	OFFICE SUPPLIES	354	900	900	900
310	PRINTING & BINDING	-	100	100	100
321	UNIFORMS	-	3,250	3,250	3,250
347	GENERAL MAINTENANCE SUPPLIES	1,049	1,700	1,700	1,700

SUPPLIES Totals	1,403	5,950	5,950	5,950
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	840	2,000	2,000	2,000
415	RECRUITING EXPENSES	700	3,300	3,300	3,300
430	TUITION & TRAINING	2,240	4,250	4,250	5,350
436	TRAVEL	793	2,000	2,000	4,500

OPERATIONS Totals	4,573	11,550	11,550	15,150
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*UTILITIES*

507	CELLULAR TELEPHONE	2,303	3,700	3,700	3,700
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UTILITIES Totals	2,303	3,700	3,700	3,700
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Fund	Department	Division
01 General Fund	30 Police	32 Communications

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	-	-	40,500
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<b>Notes:</b>	Alarm Protocol Interface
<p>\$17,900 Automated Secure Alarm Protocol (ASAP) Interface.</p> <p>The cost includes a one-time \$10,000 license fee, one-time \$5,800 installation fee and a \$2,100 annual maintenance fee. This product will allow alarm companies to contact the Communications Center through an automated system that sends emergency information directly to the Computer Aided Dispatch (CAD). The current protocol requires alarm companies to use the Rockwall PD administrative phone lines to report alarm activations. The Communications Center commonly experiences phone system interruptions creating the potential for alarm companies to have difficulty contacting the police department to report an alarm activation. Additionally, when communications personnel are working through a critical incident there may be a delay in answering the administrative phone lines. The ASAP interface would allow alarm activations to be reported through an automated system which will increase efficiency and minimize the potential for a delayed response during an emergency.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Dispatch in a Box
<p>\$6,600. Purchase 3 portable emergency dispatch console units. Each unit will consist of a laptop, 2 portable computer monitors, applicable connection cables, a telephone and a carrying case. Currently, the equipment utilized for public safety communications is permanently installed and cannot be relocated if an event takes place that renders the Communications Center inoperable.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	EOC Upgrades
<p>\$16,000 Emergency Operations Center (EOC) Equipment</p> <p>This request is to update and modernize the equipment City's Emergency Operations Center. This request includes a total of 4 television monitors, a Smartboard, webcam, microphones, computer, software licensing and applicable hardware.</p> <p>The Emergency Operations Center is utilized during large scale events that require a central command location. The EOC manages resources from multiple organizations and disciplines depending on the need created by the event. This may include catastrophic man-made, natural, or technological events.</p> <p>The City of Rockwall has experienced weather events in the form of tornadoes, straight line winds, flooding and hail storms that caused significant damage to property. The Emergency Operations Center is designed to be a centralized location for City leaders to work together toward a common goal to maintain critical public safety services, solve problems, and work toward solutions. While the County EOC is available for our use it adds to our efficiency to have a functional space in our Police building for this purpose.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<i>CAPITAL Totals</i>	-	-	-	40,500
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<b>COMMUNICATIONS Totals</b>	<b>1,183,274</b>	<b>1,311,400</b>	<b>1,251,400</b>	<b>1,459,550</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	33 Patrol

### Expenditure Summary

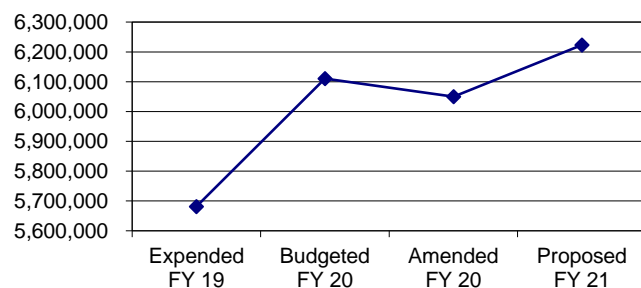
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	4,933,796	5,120,650	5,048,650	5,271,800
Contractual	132,788	102,800	102,800	102,800
Supplies	314,706	295,800	301,800	301,800
Operational	47,076	36,800	36,800	51,900
Utilities	8,824	10,000	15,950	15,950
Capital	244,337	543,850	543,850	478,750
<b>Total</b>	<b>5,681,527</b>	<b>6,109,900</b>	<b>6,049,850</b>	<b>6,223,000</b>

### Personnel Schedule

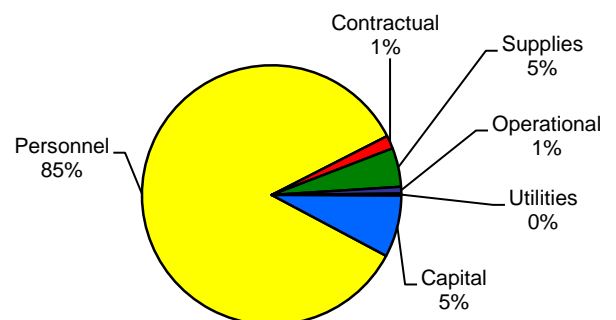
Position	Classification	FY 20 Approved	FY 21 Proposed
Patrol Sergeant	P7	7	7
Patrol Officer	P5	42	42

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	660,632	649,900	662,900	655,400
107	SALARIES & WAGES-LABOR	2,886,494	3,088,500	2,968,500	3,186,200
108	OVERTIME-STEP	40,688	80,000	80,000	80,000
109	SALARIES & WAGES-OVERTIME	349,971	275,000	325,000	299,900
113	EDUCATION/CERTIFICATE PAY	35,918	39,000	39,000	39,000
114	LONGEVITY PAY	23,073	22,550	20,550	24,950
120	FICA & MEDICARE EXPENSE	291,829	285,950	281,950	308,800
122	T.M.R.S. RETIREMENT EXPENSE	645,191	679,750	670,750	677,550

<i>PERSONNEL SERVICES Totals</i>	<u>4,933,796</u>	<u>5,120,650</u>	<u>5,048,650</u>	<u>5,271,800</u>
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*CONTRACTUAL*

240	EQUIPMENT REPAIRS	766	6,000	6,000	6,000
242	EQUIPMENT RENTAL & LEASE	4,395	6,800	6,800	6,800
246	VEHICLE REPAIRS	127,628	90,000	90,000	90,000

<i>CONTRACTUAL Totals</i>	<u>132,788</u>	<u>102,800</u>	<u>102,800</u>	<u>102,800</u>
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*SUPPLIES*

301	OFFICE SUPPLIES	911	1,000	1,000	1,000
310	PRINTING & BINDING	3,473	3,900	3,900	3,900
315	TRAINING SUPPLIES	49,663	55,000	55,000	61,000

<b>Notes:</b>	<b>Taser Cartridges</b>
<p>\$6,000 increase for the purchase of 140 Taser cartridges to facilitate the required bi-annual training and re-certification of all officers with the X2 Taser. This training is mandatory to ensure officers are kept within the guidelines of Texas Best Practices Program and Taser International.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

321	UNIFORMS	110,077	81,500	81,500	81,500
331	FUEL & LUBRICANTS	123,473	125,000	125,000	125,000
347	GENERAL MAINTENANCE SUPPLIES	13,611	13,400	19,400	13,400
374	POLICE EXPLORER PROGRAM	9,146	10,000	10,000	10,000
376	POLICE CANINE EXPENSE	4,352	6,000	6,000	6,000

<i>SUPPLIES Totals</i>	<u>314,706</u>	<u>295,800</u>	<u>301,800</u>	<u>301,800</u>
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	400	400	400	400
415	RECRUITING EXPENSES	14,320	10,400	10,400	15,500

<b>Notes:</b>	Recruiting Expense Increase
\$5,100 increase to provide additional resources to recruit new officer candidates. Currently, our department competes with surrounding agencies for a limited pool of applicants and we will utilize the additional funding to find innovative ways via social media, job fairs, etc., and through printed materials to attract qualified applicants.	
CITY MANAGER'S COMMENTS: Approved	

430	TUITION & TRAINING	23,436	20,000	20,000	30,000
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<b>Notes:</b>	Increase in Training/Tuition
\$10,000 increase to this line item to offset the expense of the police academy tuition for six (6) open positions and for supervisor's school for three (3) new supervisors. The expense of the police academies for the new officers alone will exceed \$9,000 in tuition in addition to the supervisor training that will cost \$550 per sergeant. This cost will limit our ability to provide training to the other sworn officers in the Patrol Division without an increase in this line item.	
CITY MANAGER'S COMMENTS: Approved	

436	TRAVEL	8,920	6,000	6,000	6,000
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<i>OPERATIONS Totals</i>	47,076	36,800	36,800	51,900
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*UTILITIES*

507	CELLULAR TELEPHONE	8,824	10,000	15,950	15,950
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<b>Notes:</b>	Covid 19 phones
Amended budget increase of \$5,940 service for the 9 additional cell phones in Patrol April 2020.	
CITY MANAGER'S COMMENTS: Approved	

<i>UTILITIES Totals</i>	8,824	10,000	15,950	15,950
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*CAPITAL*

612	COMPUTER EQUIPMENT	-	2,800	2,800	-
623	VEHICLES	212,049	456,700	456,700	386,000

<b>Notes:</b>	New Patrol Vehicles
<p>\$386,000 to purchase six (6) new patrol vehicles (Tahoe's) to replace six that will be rotated out of the department and any additional equipment necessary to properly outfit each new patrol vehicle. The funds requested include the six (6) vehicles (\$219,665) and equipment, striping and complete installation costs (\$166,300).</p>	
<p>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</p>	

624	POLICE EQUIPMENT	17,387	72,150	72,150	82,750
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<b>Notes:</b>	FARO Laser Scanner
<p>\$57,900 to purchase a FARO laser scanner to be utilized for serious and fatal traffic crash investigation/reconstruction, documenting crime scenes, and operational pre planning applications. Our current equipment was manufactured in 2008 and is outdated and unsupported. This device aligns with the department's strategic plan and (with numerous roadway construction projects slated over the next 5 years) will allow investigators to open a roadway substantially faster than in years past and conforms to the NCTCOG traffic highway incident management plan.</p>	
<p>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</p>	

<b>Notes:</b>	Taser Replacement Program
<p>\$24,850 for the third year of the 5-year Taser Replacement Contract that was approved in the 2019 budget. The program allowed us last year to replace all the department's outdated Tasers with new models and spread the cost out over a five year period.</p>	
<p>CITY MANAGER'S COMMENTS: Approved</p>	

624	SWAT EQUIPMENT	14,901	15,000	15,000	10,000
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<i>CAPITAL Totals</i>	244,337	543,850	543,850	478,750
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<b>PATROL Totals</b>	<b>5,681,527</b>	<b>6,109,900</b>	<b>6,049,850</b>	<b>6,223,000</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	34 CID

### Expenditure Summary

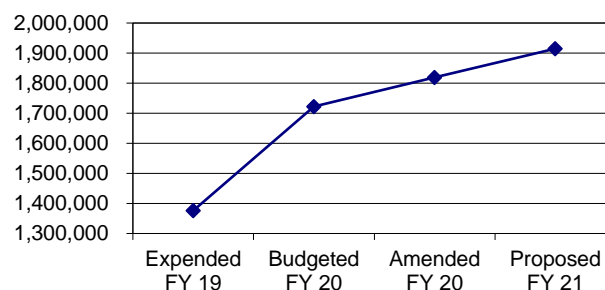
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,210,866	1,533,150	1,614,850	1,647,100
Contractual	27,094	49,700	64,700	72,600
Supplies	43,538	46,800	46,800	46,800
Operational	7,825	13,700	13,700	13,700
Utilities	13,162	17,050	17,050	17,050
Capital	73,622	62,000	62,000	117,500
<b>Total</b>	<b>1,376,107</b>	<b>1,722,400</b>	<b>1,819,100</b>	<b>1,914,750</b>

### Personnel Schedule

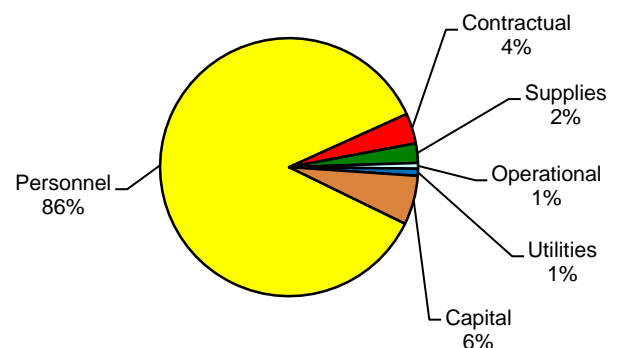
Position	Classification	FY 20 Approved	FY 21 Proposed
Sergeant	P7	3	3
Investigator	P5	6	6
Investigator - Narcotics	P5	4	4
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	14	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	180,742	284,350	286,850	284,750
104	SALARIES & WAGES-CLERICAL	49,370	52,850	52,850	52,850
107	SALARIES & WAGES-LABOR	665,400	839,800	879,800	923,700

<b>Notes:</b>	Crime Analyst
<p>Consistent with the Rockwall Police Department Strategic Plan we request funding of a Crime Analyst in the 2020-2021 Fiscal Budget. Property Crimes along the IH-30 Business Corridor and in our residential neighborhoods, including: Theft, Motor Vehicle Theft, and Burglary of a Motor Vehicle are often perpetrated by the same individual(s) or group(s). Those responsible regularly commit offenses in identifiable patterns. The addition of a Crime Analyst will allow the Rockwall Police Department to better collect, collate and analyze crime data enhancing our ability to forecast crime models.</p> <p>Additionally, this position will work with our police department staff and other agencies in identifying common trends, offenders and crime schemes and disseminate the information in a useful format within our department.</p> <p>These efforts will maximize the effect of routine and directed patrol activities as well as increase investigative leads to more effectively combat property crimes committed in our city.</p> <p>\$60,500 Salary and Benefits</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	Juvenile Investigator
<p>We request the funding to staff a dedicated Juvenile Investigator. Over the past 5-year period the Rockwall Police Department has seen a 35% increase in offenses where juveniles have been a victim or a suspect in the crime and there was a marked increase of 18% from 2018 to 2019. Of those cases (Physical and Sexual Assaults) 42% are highly technical criminal investigations and require significant amounts of man-hours to properly investigate. Additionally, our partnership with the Rockwall County Child Advocacy Center, conducting Forensic Interviews for the most heinous of the crimes investigated, requires a significant investment of time. For the period January 2019 through April 2020, approximately 336 hours have been spent by Rockwall Police Detectives at the Rockwall County Child Advocacy Center investigating child crimes and serving the needs of the affected families.</p> <p>\$98,830 Salary and Benefits \$35,000 Vehicle and Computer</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

109	SALARIES & WAGES-OVERTIME	61,746	40,000	62,000	50,000
113	EDUCATION/CERTIFICATE PAY	10,695	9,600	11,800	11,800
114	LONGEVITY PAY	10,755	14,000	14,000	14,000
120	FICA & MEDICARE EXPENSE	72,349	90,050	95,050	96,500
122	T.M.R.S. RETIREMENT EXPENSE	159,809	202,500	212,500	213,500

<i>PERSONNEL SERVICES Totals</i>	1,210,866	1,533,150	1,614,850	1,647,100
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Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*CONTRACTUAL*

231	SERVICE MAINTENANCE CONTRACTS	11,218	25,000	25,000	39,900
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Notes:	Service Increases
<p><b>\$18,800 Base Budget</b></p> <p>New requests:</p> <p><b>\$1,200</b> mental health checkups for our detectives with SAGE Cognitive Solutions, our departmental psychological services provider. These check-ups are important for the on-going mental health monitoring and care of our investigative staff tasked with investigating the most heinous and difficult of crimes.</p> <p><b>\$6,500</b> increase for LEADS Online yearly contract. We have had this online investigative tool since the 1990's and had been "grandfathered" at the 1990's price since then.</p> <p><b>\$950</b> for refurbish/upgrade our current covert tracking device, which is 3G technology and no longer supported by the manufacturer or by cellular providers beyond 2021.</p> <p><b>\$1,095</b> Our covert investigative needs have increased and thus we require an additional Covert Tracking Unit for property crime investigations such as: Thefts, Burglary of Building, Motor Vehicle Burglaries and Motor Vehicle Thefts and Narcotics Investigations.</p> <p><b>\$4,035</b> for software utilized in electronic device forensic investigations.</p> <p><b>\$300</b> increase in the existing Covert Calling/Recording software/hardware commonly utilized in Narcotics Investigations.</p> <p><b>\$3,220</b> increase for MotionDSP Spotlight A/V Redaction Software an annual recurring cost. The software is used by Police IT staff to redact audio, and video from the in-car video recording system, body-worn cameras, and various other audio/video files.</p> <p><b>\$3,800</b> for a subscription to Lexis Nexis for the Lexis Advance Texas Core Offerings plan.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237	UNIFORM SERVICE	4,050	7,200	7,200	7,200
240	EQUIPMENT REPAIRS	-	500	500	500
246	VEHICLE REPAIRS	10,084	11,000	11,000	11,000

Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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261	CRIME SCENE SERVICES	1,741	6,000	21,000	14,000
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<b>Notes:</b>	Crime Scene Services - Increase
<p>\$8,000 Increase due to suspension of testing of Marijuana by DPS Labs required the police department to engage the services of a third party lab for testing. This has resulted in being over budget \$6,000, at mid-year 2020. Over \$9,000 has been spent on third party lab testing in the current fiscal budget year. An increase of \$8,000 is requested to be added to this line item for expenses associated with private party lab testing of suspected marijuana.</p>	
<p>CITY MANAGER'S COMMENTS: Approved</p>	

<i>CONTRACTUAL Totals</i>	27,094	49,700	64,700	72,600
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*SUPPLIES*

301	OFFICE SUPPLIES	1,614	2,000	2,000	2,000
310	PRINTING & BINDING	204	500	500	500
321	UNIFORMS	1,874	7,300	7,300	7,300
331	FUEL & LUBRICANTS	24,319	26,500	26,500	26,500
347	GENERAL MAINTENANCE SUPPLIES	437	500	500	500
373	INVESTIGATION SUPPLIES	15,090	10,000	10,000	10,000

<i>SUPPLIES Totals</i>	43,538	46,800	46,800	46,800
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	120	200	200	200
430	TUITION & TRAINING	4,671	5,000	5,000	5,000
436	TRAVEL	3,034	8,000	8,000	8,000
447	DRUG TESTING	-	500	500	500

<i>OPERATIONS Totals</i>	7,825	13,700	13,700	13,700
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*UTILITIES*

507	CELLULAR TELEPHONE	13,162	17,050	17,050	17,050
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<i>UTILITIES Totals</i>	13,162	17,050	17,050	17,050
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Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	6,000	6,000	51,500
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Notes:	Computer Equipment
<p>\$51,500 (\$18,500 recurring annual after first year) for the FileOnQ Digital Evidence Management System. An ongoing challenge for Police IT and CID staff has been the management, secure storage, retention, and ability to easily view the varied audio and video (A/V) file formats that are retained as case evidence. Currently, the evidentiary A/V files that CID receives are stored across several media types including CDs, DVDs, computer hard drives, external USB drives, external disk drives, and network shared drives. The FileOnQ digital evidence management system is an application that solves all these challenges and provides some extra beneficial features. All of the various formats of digital A/V evidence can be uploaded within the application to secure Microsoft Azure Government cloud storage. The system cost includes 20 Terabytes of cloud storage that can easily be expanded as needed (for additional cost). This consolidates A/V file storage in one centralized location. The cloud storage option provides better data redundancy, backup, and cost savings over managing an on-site storage system. Security and retention policies can be applied to the uploaded A/V files. The application includes an integrated media player that supports most of the common A/V file formats making it very easy for the user the play A/V files within the application and eliminating the need to identify and install all the various A/V players and codecs. FileOnQ is also developing a feature that will allow CID to send a secure link for external A/V file uploading by victims who have related electronic evidence such as video and still pictures.</p> <p>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</p>	

623 VEHICLES	73,622	56,000	56,000	66,000
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Notes:	New Vehicles
<p>\$66,000 Purchase of two vehicles for CID and Narcotics</p> <p>The two current vehicles to be replaced are a 12-year-old CID vehicle and that will exceed 100,000 miles by the end of this fiscal year and a Narcotics</p> <p>Vehicle that will replace two vehicles that both exceed 100,000 miles and have extensive maintenance issues.</p> <p>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</p>	

<i>CAPITAL Totals</i>	73,622	62,000	62,000	117,500
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<b>CRIMINAL INVESTIGATIONS Totals</b>	<b>1,376,107</b>	<b>1,722,400</b>	<b>1,819,100</b>	<b>1,914,750</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	35 Community Services

### Expenditure Summary

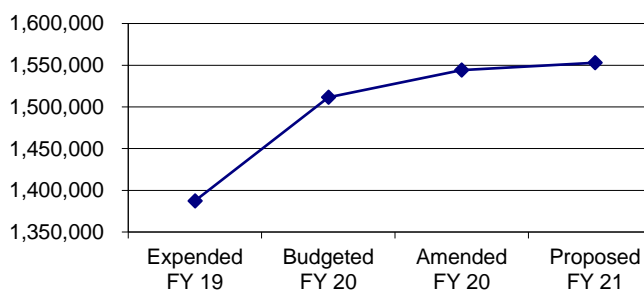
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,280,796	1,384,150	1,401,800	1,413,450
Contractual	37,340	37,150	52,150	43,150
Supplies	60,297	75,550	75,550	81,550
Operational	6,149	9,900	9,900	9,900
Utilities	2,738	4,900	4,900	4,900
<b>Total</b>	<b>1,387,320</b>	<b>1,511,650</b>	<b>1,544,300</b>	<b>1,552,950</b>

### Personnel Schedule

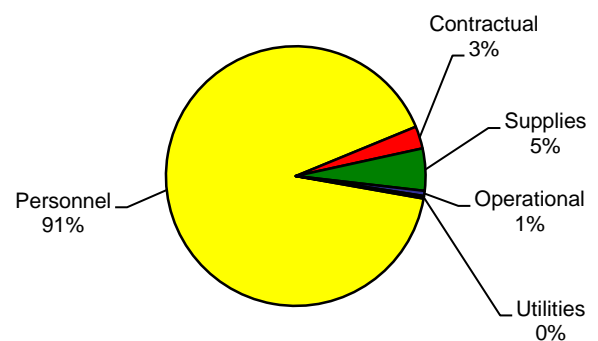
<u>Position</u>	<u>Classification</u>	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
Sergeant - Juvenile/Crime Prevention	P7	2	2
School Resource Officer	P5	9	9
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	153,551	189,550	191,350	191,350
107	SALARIES & WAGES-LABOR	791,603	875,050	865,050	876,600
109	SALARIES & WAGES-OVERTIME	67,138	35,000	53,000	50,000
113	EDUCATION/CERTIFICATE PAY	14,468	9,600	15,100	15,100
114	LONGEVITY PAY	8,735	10,400	10,400	11,050
120	FICA & MEDICARE EXPENSE	76,369	81,400	82,150	82,600
122	T.M.R.S. RETIREMENT EXPENSE	168,931	183,150	184,750	186,750

<i>PERSONNEL SERVICES Totals</i>	1,280,796	1,384,150	1,401,800	1,413,450
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*CONTRACTUAL*

240	EQUIPMENT REPAIRS	-	500	500	500
242	EQUIPMENT RENTAL & LEASE	287	1,650	1,650	1,650
243	BUILDING LEASE	27,024	30,000	30,000	30,000
246	VEHICLE REPAIRS	10,029	5,000	20,000	11,000

<b>Notes:</b>	Vehicle Repair Increase
\$3,000 added to this line item for the expense of vehicle maintenance. The vehicles in the Community Service's Division are older and have begun to experience additional costing due to increased maintenance issues.	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	37,340	37,150	52,150	43,150
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*SUPPLIES*

301	OFFICE SUPPLIES	130	1,000	1,000	1,000
310	PRINTING & BINDING	68	600	600	600
321	UNIFORMS	18,931	26,450	26,450	26,450
331	FUEL & LUBRICANTS	14,724	12,000	12,000	18,000
347	GENERAL MAINTENANCE SUPPLIES	805	2,800	2,800	2,800
370	COP PROGRAM SUPPLIES	3,572	7,500	7,500	7,500
371	CRIME PREVENTION SUPPLIES	20,602	22,700	22,700	22,700
372	CPA PROGRAM SUPPLIES	1,465	2,500	2,500	2,500

<i>SUPPLIES Totals</i>	60,297	75,550	75,550	81,550
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	900	900	900
430 TUITION & TRAINING	4,188	4,000	4,000	4,000
436 TRAVEL	1,961	5,000	5,000	5,000

<i>OPERATIONS Totals</i>	<u>6,149</u>	<u>9,900</u>	<u>9,900</u>	<u>9,900</u>
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*UTILITIES*

507 CELLULAR TELEPHONE	2,738	4,900	4,900	4,900
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<i>UTILITIES Totals</i>	<u>2,738</u>	<u>4,900</u>	<u>4,900</u>	<u>4,900</u>
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<b>COMMUNITY SERVICES Totals</b>	<b>1,387,320</b>	<b>1,511,650</b>	<b>1,544,300</b>	<b>1,552,950</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	36 Warrants

### Expenditure Summary

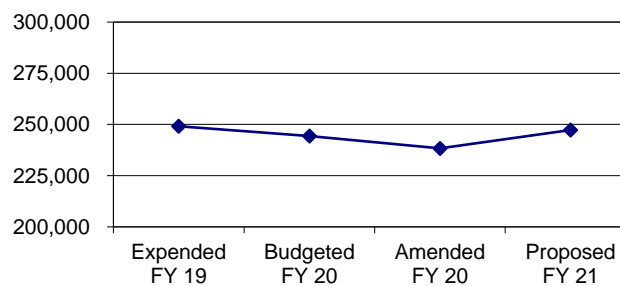
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	245,580	238,150	232,150	241,150
Contractual	900	2,600	2,600	2,600
Supplies	2,034	2,700	2,700	2,700
Utilities	622	900	900	900
<b>Total</b>	<b>249,136</b>	<b>244,350</b>	<b>238,350</b>	<b>247,350</b>

### Personnel Schedule

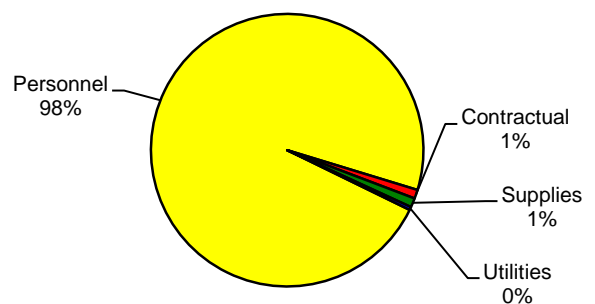
<u>Position</u>	Classification	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
Warrant Officers (2) P-T	P5	1	1
Warrant Clerk	12	1	1
Bailiff (2) P-T	P5	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

104 SALARIES & WAGES-CLERICAL	46,855	48,000	48,000	53,000
107 SALARIES & WAGES-LABOR	148,514	160,100	155,100	159,400
109 SALARIES & WAGES-OVERTIME	7,499	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,442	-	-	-
114 LONGEVITY PAY	3,438	3,700	2,700	2,300
120 FICA & MEDICARE EXPENSE	15,775	15,900	15,900	16,250
122 T.M.R.S. RETIREMENT EXP.	22,058	8,950	8,950	8,700

<i>PERSONNEL SERVICES Totals</i>	<u>245,580</u>	<u>238,150</u>	<u>232,150</u>	<u>241,150</u>
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*CONTRACTUAL*

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

<i>CONTRACTUAL Totals</i>	<u>900</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>
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*SUPPLIES*

301 OFFICE SUPPLIES	82	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	821	1,000	1,000	1,000
331 FUEL & LUBRICANTS	1,132	1,250	1,250	1,250

<i>SUPPLIES Totals</i>	<u>2,034</u>	<u>2,700</u>	<u>2,700</u>	<u>2,700</u>
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*UTILITIES*

507 CELLULAR TELEPHONE	622	900	900	900
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<i>UTILITIES Totals</i>	<u>622</u>	<u>900</u>	<u>900</u>	<u>900</u>
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<b>WARRANTS Totals</b>	<b>249,136</b>	<b>244,350</b>	<b>238,350</b>	<b>247,350</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	37 Records

### Expenditure Summary

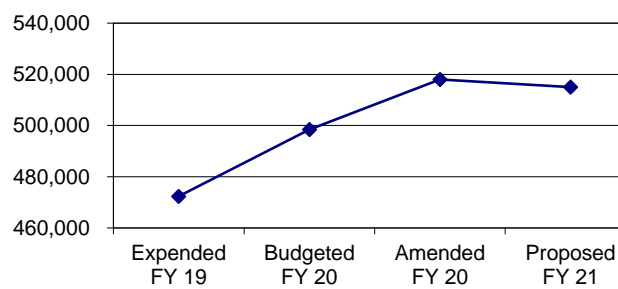
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	454,537	472,500	492,100	489,100
Contractual	3,913	7,150	7,150	7,150
Supplies	1,713	1,950	1,950	1,950
Operational	8,406	12,600	12,600	12,600
Utilities	3,807	4,200	4,200	4,200
<b>Total</b>	<b>472,377</b>	<b>498,400</b>	<b>518,000</b>	<b>515,000</b>

### Personnel Schedule

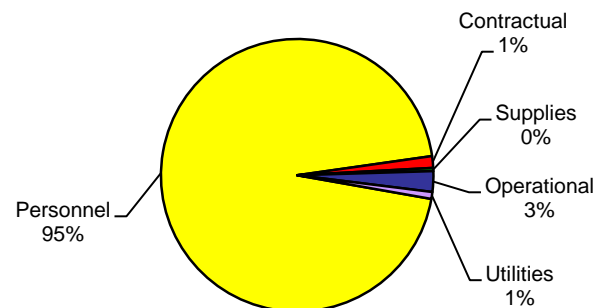
Position	Classification	FY 20 Approved	FY 21 Proposed
Personnel Sergeant	P7	1	1
Public Safety Computer Manager	27	1	1
Network Technician	19	1	1
Records Clerk	12	3	3

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	179,439	187,000	187,000	190,950
104 SALARIES & WAGES-CLERICAL	172,923	183,500	199,500	194,100
109 SALARIES & WAGES-OVERTIME	9,872	5,500	5,500	5,500
113 EDUCATION/CERTIFICATE PAY	2,781	2,400	2,400	2,400
114 LONGEVITY PAY	2,940	3,300	3,300	3,650
120 FICA & MEDICARE EXPENSE	26,626	28,350	29,350	29,500
122 T.M.R.S. RETIREMENT EXPENSE	59,956	62,450	65,050	63,000

<i>PERSONNEL SERVICES Totals</i>	<u>454,537</u>	<u>472,500</u>	<u>492,100</u>	<u>489,100</u>
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*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	1,058	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	148	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,708	4,000	4,000	4,000
246 VEHICLE REPAIRS	-	250	250	250

<i>CONTRACTUAL Totals</i>	<u>3,913</u>	<u>7,150</u>	<u>7,150</u>	<u>7,150</u>
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*SUPPLIES*

301 OFFICE SUPPLIES	901	750	750	750
310 PRINTING & BINDING	131	200	200	200
331 FUEL & LUBRICANTS	681	1,000	1,000	1,000

<i>SUPPLIES Totals</i>	<u>1,713</u>	<u>1,950</u>	<u>1,950</u>	<u>1,950</u>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	71	100	100	100
430 TUITION & TRAINING	3,934	5,000	5,000	5,000
436 TRAVEL	4,402	7,500	7,500	7,500

<i>OPERATIONS Totals</i>	<u>8,406</u>	<u>12,600</u>	<u>12,600</u>	<u>12,600</u>
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*UTILITIES*

507 CELLULAR TELEPHONE	3,807	4,200	4,200	4,200
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<i>UTILITIES Totals</i>	<u>3,807</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>
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<b>POLICE RECORDS Totals</b>	<b>472,377</b>	<b>498,400</b>	<b>518,000</b>	<b>515,000</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	41 Planning

### Expenditure Summary

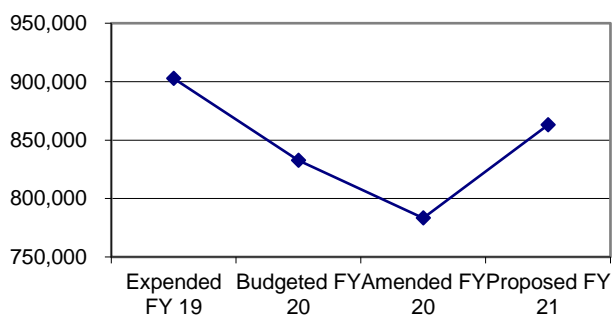
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	670,435	724,300	674,800	713,950
Contractual	90,417	70,800	70,800	111,500
Supplies	4,273	4,400	4,400	4,400
Operational	25,430	31,950	31,950	31,950
Utilities	1,269	1,300	1,300	1,300
Capital	110,868	-	-	-
<b>Total</b>	<b>902,692</b>	<b>832,750</b>	<b>783,250</b>	<b>863,100</b>

### Personnel Schedule

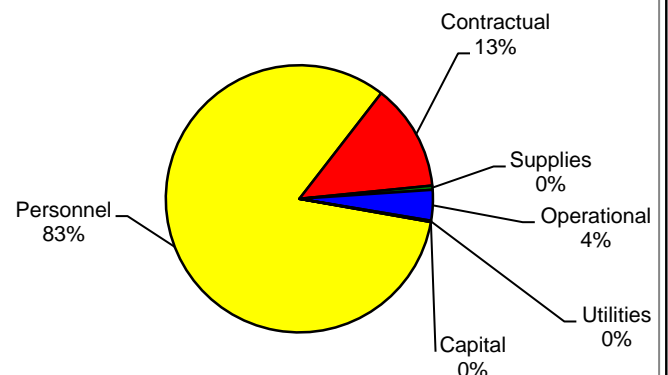
Position	Classification	FY 20 Approved	FY 21 Proposed
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	25	1	1
GIS Supervisor	24	1	1
Senior Planner	24	1	-
Planner	20	-	1
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	146,143	150,500	150,500	150,500
104	SALARIES & WAGES-CLERICAL	388,386	428,800	388,800	423,900
109	SALARIES & WAGES-OVERTIME	2,044	5,000	5,000	5,000
113	EDUCATION/CERTIFICATE PAY	2,204	2,000	2,000	600
114	LONGEVITY PAY	3,295	3,750	3,750	3,250
120	FICA & MEDICARE EXPENSE	40,261	43,100	40,100	43,100
122	T.M.R.S. RETIREMENT EXPENSE	88,101	91,150	84,650	87,600

<i>PERSONNEL SERVICES Totals</i>	<u>670,435</u>	<u>724,300</u>	<u>674,800</u>	<u>713,950</u>
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*CONTRACTUAL*

213	CONSULTING FEES	45,261	17,000	17,000	17,000
231	SERVICE MAINTENANCE CONTRACTS	38,811	46,800	46,800	87,500

<b>Notes:</b>	<b>LIDAR</b>
<p><a href="#">\$39,130</a> The City purchases LIDAR data from the North Central Texas Council of Governments (NCTCOG) every five (5) years, and the last data was purchased in 2015. LIDAR data is used by the GIS Division, the City's floodplain manager, the City's engineering consultants (Cardinal Engineering and Birkhoff, Hendrix, &amp; Carter), and the City's Engineering Department in designing and ensuring designs meet the City's standards for health and safety. On a more superficial level the GIS Division has used this data to perform height studies relating to fireworks, flag poles, emergency sirens, the airport etc. line-of-sight studies and create 3D terrain models. In addition, the Engineering Department used this in doing design work along IH-30. The cost provided is an estimate from the NCTCOG and typically this number decreases as more City's participate in the program. Staff estimates that the cost could be as low as \$25,000, but won't know for sure until this summer.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

233	ADVERTISING	6,345	7,000	7,000	7,000
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<i>CONTRACTUAL Totals</i>	<u>90,417</u>	<u>70,800</u>	<u>70,800</u>	<u>111,500</u>
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*SUPPLIES*

301	OFFICE SUPPLIES	1,486	1,600	1,600	1,600
310	PRINTING & BINDING	792	800	800	800
347	GENERAL MAINTENANCE SUPPLIES	1,995	2,000	2,000	2,000

<i>SUPPLIES Totals</i>	<u>4,273</u>	<u>4,400</u>	<u>4,400</u>	<u>4,400</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	3,527	3,200	3,200	3,200
415 RECRUITING EXPENSES	155	-	-	-
428 MEETING EXPENSES	3,159	3,200	3,200	3,200
430 TUITION & TRAINING	8,529	11,250	11,250	11,250
436 TRAVEL	10,060	14,300	14,300	14,300
<i>OPERATIONS Totals</i>	<u>25,430</u>	<u>31,950</u>	<u>31,950</u>	<u>31,950</u>

*UTILITIES*

507 CELLULAR TELEPHONE	1,269	1,300	1,300	1,300
<i>UTILITIES Totals</i>	<u>1,269</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	110,868	-	-	-
<i>CAPITAL Totals</i>	<u>110,868</u>	<u>-</u>	<u>-</u>	<u>-</u>

<b>PLANNING Totals</b>	<b>902,692</b>	<b>832,750</b>	<b>783,250</b>	<b>863,100</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

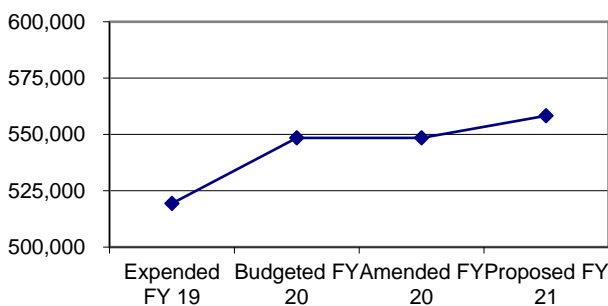
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	314,748	354,150	354,150	360,600
Contractual	137,513	161,650	161,650	165,050
Supplies	12,121	18,900	18,900	18,900
Operational	5,590	9,650	9,650	9,650
Utilities	3,591	4,100	4,100	4,100
Capital	45,796	-	-	-
<b>Total</b>	<b>519,358</b>	<b>548,450</b>	<b>548,450</b>	<b>558,300</b>

### Personnel Schedule

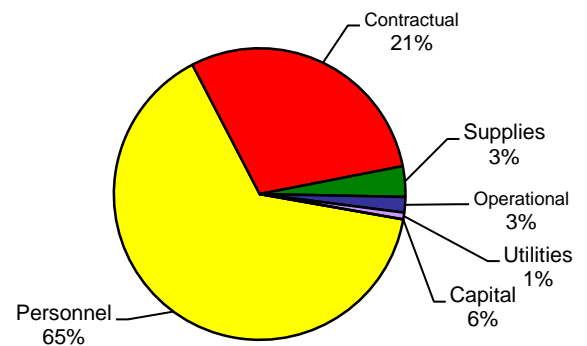
<u>Position</u>	<u>Classification</u>	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
NIS Field Supervisor	21	1	1
NIS Representative	16	3	3
NIS Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**





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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	53,501	67,500	67,500	70,300
104	SALARIES & WAGES-CLERICAL	40,525	48,000	48,000	48,000
107	SALARIES & WAGES-LABOR	158,674	166,550	166,550	168,800
109	SALARIES & WAGES-OVERTIME	138	1,000	1,000	1,000
113	EDUCATION/CERTIFICATE PAY	-	600	600	600
114	LONGEVITY PAY	1,405	2,700	2,700	3,000
120	FICA & MEDICARE EXPENSE	19,117	20,950	20,950	21,950
122	T.M.R.S. RETIREMENT EXPENSE	41,389	46,850	46,850	46,950

<i>PERSONNEL SERVICES Totals</i>	314,748	354,150	354,150	360,600
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*CONTRACTUAL*

213	CONSULTING FEES	358	3,000	3,000	3,000
231	SERVICE MAINTENANCE CONTRACTS	1,901	2,900	2,900	2,900
240	EQUIPMENT REPAIRS	-	250	250	250
242	EQUIPMENT RENTAL & LEASE	2,054	3,600	3,600	3,600
246	VEHICLE REPAIRS	2,651	5,000	5,000	5,000
255	CODE ENFORCEMENT CONTRACT	30,173	32,000	32,000	33,600

<b>Notes:</b>	Increased Mowings
Increased funding should cover any additional mowing expenses related to properties annexed into the city limits.	
CITY MANAGER'S COMMENTS: Approved	

256	HEALTH INSPECTION SERVICE	100,375	94,900	94,900	96,700
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<b>Notes:</b>	Increased Permit Count
Increased funding will pay for additional services on 6 new food establishments, 2 new child care facilities and 1 new public pool permit.	
CITY MANAGER'S COMMENTS: Approved	

257	DEMOLITION SERVICES	-	20,000	20,000	20,000
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<i>CONTRACTUAL Totals</i>	137,513	161,650	161,650	165,050
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	940	2,550	2,550	2,550
310 PRINTING & BINDING	1,222	2,000	2,000	2,000
321 UNIFORMS	1,629	1,750	1,750	1,750
323 SMALL TOOLS	404	750	750	750
325 SAFETY SUPPLIES	122	1,500	1,500	1,500
331 FUEL & LUBRICANTS	7,803	9,850	9,850	9,850
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500

<i>SUPPLIES Totals</i>	<u>12,121</u>	<u>18,900</u>	<u>18,900</u>	<u>18,900</u>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	3,230	3,250	3,250	3,250
430 TUITION & TRAINING	990	3,200	3,200	3,200
436 TRAVEL	1,369	3,200	3,200	3,200

<i>OPERATIONS Totals</i>	<u>5,590</u>	<u>9,650</u>	<u>9,650</u>	<u>9,650</u>
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*UTILITIES*

507 CELLULAR TELEPHONE	3,591	4,100	4,100	4,100
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<i>UTILITIES Totals</i>	<u>3,591</u>	<u>4,100</u>	<u>4,100</u>	<u>4,100</u>
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*CAPITAL*

623 VEHICLES	45,796	-	-	-
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<i>CAPITAL Totals</i>	<u>45,796</u>	<u>-</u>	<u>-</u>	<u>-</u>
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<b>NIS Totals</b>	<b>519,358</b>	<b>548,450</b>	<b>548,450</b>	<b>558,300</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	43 Inspections

### Expenditure Summary

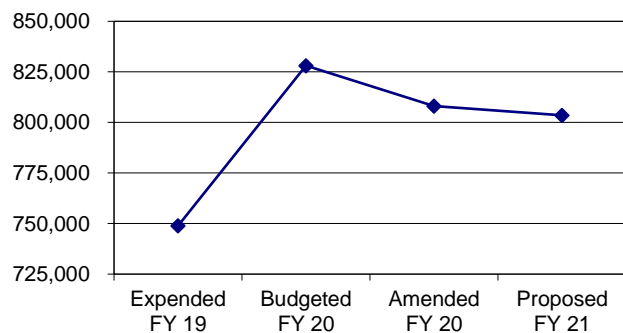
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	642,634	666,250	666,250	678,950
Contractual	37,605	104,500	84,500	95,400
Supplies	7,893	13,000	13,000	13,000
Operational	4,986	9,750	9,750	9,750
Utilities	5,522	6,400	6,400	6,400
Capital	50,241	28,200	28,200	-
<b>Total</b>	<b>748,881</b>	<b>828,100</b>	<b>808,100</b>	<b>803,500</b>

### Personnel Schedule

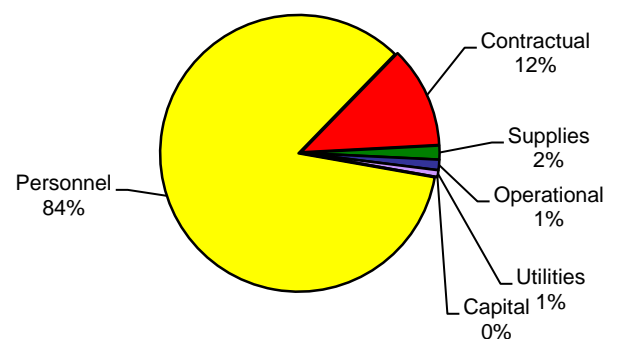
Position	Classification	FY 20 Approved	FY 21 Proposed
Building Official	33	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	206,919	208,300	208,300	208,300
104	SALARIES & WAGES-CLERICAL	80,809	88,700	88,700	92,450
107	SALARIES & WAGES-LABOR	225,285	233,800	233,800	239,800
109	SALARIES & WAGES-OVERTIME	376	1,000	1,000	1,000
113	EDUCATION/CERTIFICATE PAY	1,500	2,400	2,400	2,400
114	LONGEVITY PAY	5,200	4,650	4,650	5,150
120	FICA & MEDICARE EXPENSE	38,153	40,600	40,600	41,350
122	T.M.R.S. RETIREMENT EXPENSE	84,392	86,800	86,800	88,500

<i>PERSONNEL SERVICES Totals</i>	642,634	666,250	666,250	678,950
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*CONTRACTUAL*

213	CONSULTING FEES	-	-	10,000	10,000
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<b>Notes:</b>	<b>3rd Party Consulting</b>
Hire a third party plan review services contractor for the Harbor Village project.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

231	SERVICE MAINTENANCE CONTRACTS	32,716	96,000	66,000	76,900
240	EQUIPMENT REPAIRS	-	500	500	500
242	EQUIPMENT RENTAL & LEASE	2,035	3,000	3,000	3,000
246	VEHICLE REPAIRS	2,855	5,000	5,000	5,000

<i>CONTRACTUAL Totals</i>	37,605	104,500	84,500	95,400
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*SUPPLIES*

301	OFFICE SUPPLIES	974	1,250	1,250	1,250
310	PRINTING & BINDING	68	1,000	1,000	1,000
321	UNIFORMS	-	1,250	1,250	1,250
323	SMALL TOOLS	159	1,000	1,000	1,000
331	FUEL & LUBRICANTS	6,672	8,000	8,000	8,000
347	GENERAL MAINTENANCE SUPPLIES	20	500	500	500

<i>SUPPLIES Totals</i>	7,893	13,000	13,000	13,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	991	2,500	2,500	2,500
415 RECRUITING EXPENSES	67	-	-	-
430 TUITION & TRAINING	2,810	4,000	4,000	4,000
436 TRAVEL	1,119	3,250	3,250	3,250
<i>OPERATIONS Totals</i>	<u>4,986</u>	<u>9,750</u>	<u>9,750</u>	<u>9,750</u>

*UTILITIES*

507 CELLULAR TELEPHONE	5,522	6,400	6,400	6,400
<i>UTILITIES Totals</i>	<u>5,522</u>	<u>6,400</u>	<u>6,400</u>	<u>6,400</u>

*CAPITAL*

623 VEHICLES	50,241	28,200	28,200	-
<i>CAPITAL Totals</i>	<u>50,241</u>	<u>28,200</u>	<u>28,200</u>	<u>-</u>

<b>BUILDING INSPECTIONS Totals</b>	<b>748,881</b>	<b>828,100</b>	<b>808,100</b>	<b>803,500</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	45 Parks

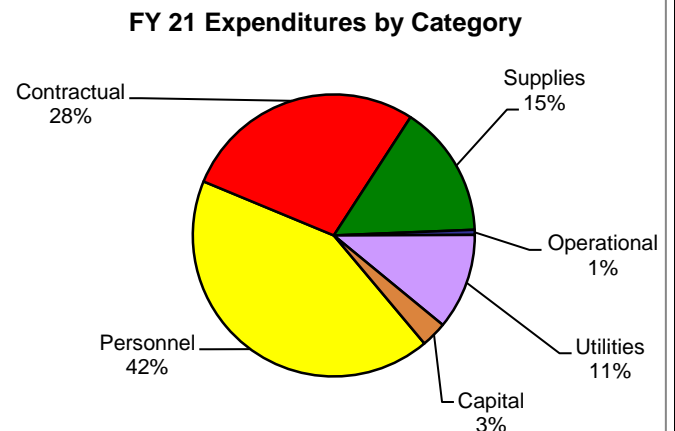
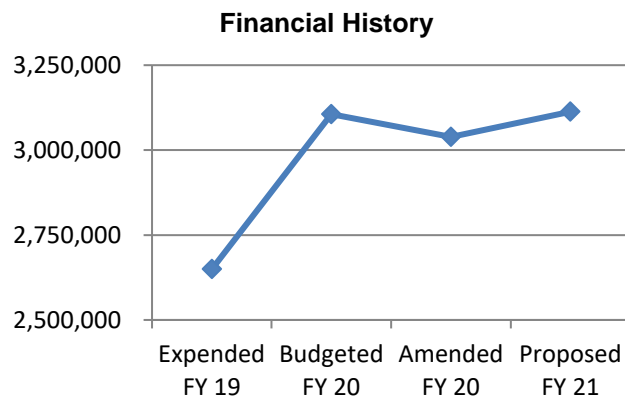
### Expenditure Summary

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,108,988	1,349,800	1,270,700	1,318,900
Contractual	636,999	695,200	701,000	868,700
Supplies	441,592	462,850	470,850	472,850
Operational	22,329	17,250	15,250	18,250
Utilities	270,015	342,500	342,500	342,500
Capital	169,408	238,050	238,050	91,700
<b>Total</b>	<b>2,649,331</b>	<b>3,105,650</b>	<b>3,038,350</b>	<b>3,112,900</b>

### Personnel Schedule

Position	Classification	FY 20 Approved	FY 21 Proposed
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	16	3	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	4
Maintenance Worker II	10	13	13
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends



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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	83,510	90,600	85,600	90,600
107	SALARIES & WAGES-LABOR	777,960	967,600	907,600	946,500
109	SALARIES & WAGES-OVERTIME	28,653	25,000	25,000	25,000
113	EDUCATION/CERTIFICATE PAY	300	1,800	1,800	1,800
114	LONGEVITY PAY	8,080	9,250	9,250	10,350
120	FICA & MEDICARE EXPENSE	67,091	80,950	77,450	79,350
122	T.M.R.S. RETIREMENT EXPENSE	143,395	174,600	164,000	165,300

<i>PERSONNEL SERVICES Totals</i>	1,108,988	1,349,800	1,270,700	1,318,900
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*CONTRACTUAL*

231	SERVICE MAINTENANCE CONTRACTS	275	1,000	1,000	1,000
237	UNIFORM SERVICE	13,293	15,200	15,200	15,200
240	EQUIPMENT REPAIRS	38,813	20,000	20,800	30,000

<b>Notes:</b>	Increased Repair Costs
\$10,000 for repair of mowing equipment due to a fleet of aging equipment that are requiring more maintenance and repairs. We also require our equipment to be sent to manufacturer each winter to put back to OEM specification to reduce the amount of repairs and for safety reasons during mowing season.	
CITY MANAGER'S COMMENTS: Approved	

242	EQUIPMENT RENTAL & LEASE	10,896	11,800	11,800	11,800
244	BUILDING REPAIRS	21,743	27,700	27,700	27,700
246	VEHICLE REPAIRS	12,115	16,000	21,000	21,000

<b>Notes:</b>	Increased Repair Costs
\$4,000 for the repairs of vehicles due to an aging fleet requiring more maintenance and repairs. We had many vehicles that all required tires around the same time in the winter of 2019 for safety reasons.	
CITY MANAGER'S COMMENTS: Approved	

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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
247 GROUNDS MAINTENANCE	526,705	592,000	592,000	747,000

<b>Notes:</b>	Increased Costs
Amended Budget \$155,000 Increased cost for contracts that were rebid after 2019-2020 budget was approved.	
Annual Costs	
\$567,000 SLM Landscaping (Grounds maintenance)	
\$129,000 Grass Kisser (Rights of Way maintenance)	
\$25,000 Solitude Lake Management (pond management)	
\$14,000 Chief Landscaping (isolated grounds maintenance)	
\$12,000 Phillips Lawn Sprinkler (Annual DCA backflow inspections all parks)	
CITY MANAGER'S COMMENTS: Approved	

270 WASTE DISPOSAL SERVICE	13,160	11,500	11,500	15,000
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<b>Notes:</b>	Tree Removal
\$3,500 Added funding for the emergency removals of hazardous trees throughout the City of Rockwall. This overage is related to the October 2019 tornado and many calls from citizens on greenbelt tree removals behind their residence.	
CITY MANAGER'S COMMENTS: Approved	

CONTRACTUAL Totals	636,999	695,200	701,000	868,700
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*SUPPLIES*

301 OFFICE SUPPLIES	200	300	300	300
310 PRINTING & BINDING	298	200	200	200
323 SMALL TOOLS	21,309	20,500	20,500	20,500
325 SAFETY SUPPLIES	7,915	8,000	8,000	8,000
331 FUEL & LUBRICANTS	35,574	32,000	32,000	32,000
333 CHEMICAL	66,528	70,000	70,000	80,000
341 CONSTRUCTION & REPAIR SUPPLIES	77,572	78,500	78,500	78,500
347 GENERAL MAINTENANCE SUPPLIES	106,443	104,050	104,050	104,050
349 AGRICULTURAL SUPPLIES	94,948	119,000	119,000	119,000
350 IRRIGATION SYSTEM SUPPLIES	30,804	30,300	38,300	30,300
SUPPLIES Totals	441,592	462,850	470,850	472,850



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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*OPERATIONS*

406	SPECIAL EVENTS	5,542	-	-	-
415	RECRUITING EXPENSES	828	500	500	500
430	TUITION & TRAINING	8,175	7,750	5,750	7,750
436	TRAVEL	4,506	4,000	4,000	5,000

<b>Notes:</b>	Increased Travel
\$1,000 is requested as amended funding for travel to conferences and training to improve staff knowledge and increase the level of professionalism in the Parks and Recreation Department.	
CITY MANAGER'S COMMENTS: Approved	

480	VOLUNTEER PROGRAM	3,279	5,000	5,000	5,000
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<i>OPERATIONS Totals</i>	<u>22,329</u>	<u>17,250</u>	<u>15,250</u>	<u>18,250</u>
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*UTILITIES*

507	CELLULAR TELEPHONE	8,810	17,500	17,500	17,500
513	WATER	261,205	325,000	325,000	325,000

<i>UTILITIES Totals</i>	<u>270,015</u>	<u>342,500</u>	<u>342,500</u>	<u>342,500</u>
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*CAPITAL*

612	COMPUTER EQUIPMENT	1,617	4,000	4,000	-
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Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	89,220	30,750	30,750	56,200

<b>Notes:</b>	Additional Field Equipment
<p>\$27,300 Toro HD Workman for athletic field maintenance and to pull the requested Toro Pro Pass 200 for field top dressing. This unit will be utilized for maintenance of 13 athletic fields. This will be an additional unit in our fleet</p> <p>\$16,800 Toro Pro Pass 200 Top Dresser for athletic infield maintenance which is a top priority for safety. This unit takes a week long project and makes it a project less than 2 hours. This equipment will make our operations more efficient and effective with less staff. This will be an additional unit in our fleet</p> <p>\$8,925 Toro Pro Force Blower for turf maintenance, special event cleanup and overall maintenance of our park land with debris and clipping removals. This equipment will make our operations more efficient and effective with less staff. This will be an additional unit in our fleet.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Toro Blower is Approved, remaining items are Disapproved</p>	

<b>Notes:</b>	Toro Riding Mowers
<p>\$47,250 Four (4) Toro 52" and 60" riding mowers. These units will be replacing a older Jacobsen R-311T at 1/2 the cost and that has had over \$25,000 dollars in repairs since 2018. This unit is unreliable and present safety risk to the operators if not constantly maintained. The Department is also moving to smaller mowing units at a lesser cost that will be more effective and efficient in maintaining parks in all conditions.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

623	VEHICLES	34,672	128,300	128,300	35,500
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<b>Notes:</b>	Trash Crew Truck
<p>\$35,500 Additional 3/4 ton litter truck with Tommy Lift as the park system has expanded and the popularity of our parks has increased, one person cannot provide the level of service needed to keep our park system pristine.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

633	INFRASTRUCTURE IMPROVEMENTS	43,900	75,000	75,000	-
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<i>CAPITAL Totals</i>	169,408	238,050	238,050	91,700
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<b>PARKS Totals</b>	<b>2,649,331</b>	<b>3,105,650</b>	<b>3,038,350</b>	<b>3,112,900</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

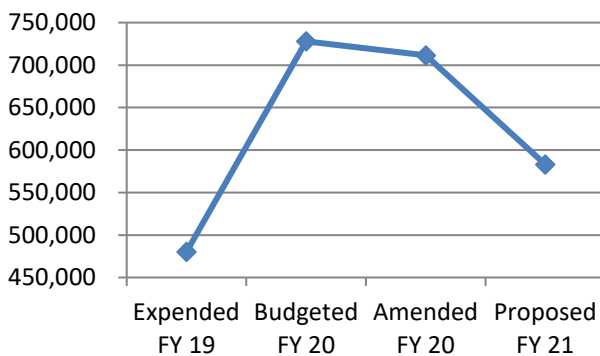
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	99,340	96,950	106,950	120,750
Contractual	198,676	381,300	382,300	240,300
Supplies	68,488	94,500	97,500	97,500
Operational	113	4,550	1,050	1,050
Utilities	113,618	150,600	123,600	123,600
<b>Total</b>	<b>480,234</b>	<b>727,900</b>	<b>711,400</b>	<b>583,200</b>

### Personnel Schedule

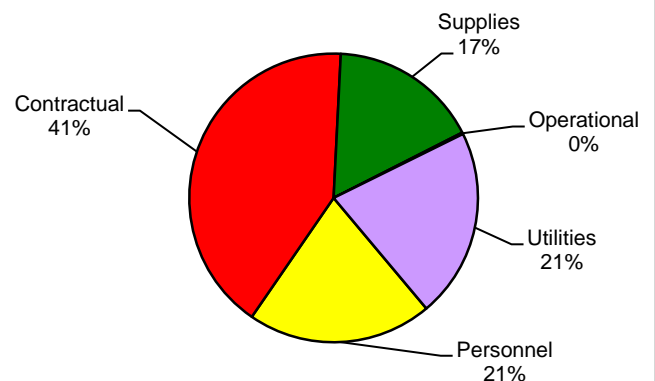
<u>Position</u>	<u>Classification</u>	<u>FY 20 Approved</u>	<u>FY 21 Proposed</u>
Harbor Technician	16	1	1
Maintenance Worker II	10	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

107	SALARIES & WAGES-LABOR	74,977	73,400	83,400	93,500
109	SALARIES & WAGES-OVERTIME	4,663	4,000	4,000	4,000
114	LONGEVITY PAY	330	450	450	800
120	FICA & MEDICARE EXPENSE	6,207	5,500	5,500	7,150
122	T.M.R.S. RETIREMENT EXPENSE	13,163	13,600	13,600	15,300

<i>PERSONNEL SERVICES Totals</i>	99,340	96,950	106,950	120,750
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*CONTRACTUAL*

231	SERVICE MAINTENANCE CONTRACTS	-	-	-	500
237	UNIFORM SERVICE	1,733	2,800	2,800	2,800
240	EQUIPMENT REPAIRS	7,724	7,500	7,500	7,500
242	EQUIPMENT RENTAL & LEASE	2,945	6,000	6,000	6,000
244	BUILDING REPAIRS	30,356	61,500	61,500	60,000

<b>Notes:</b>	Repairs to Handrails and Fencing
\$30,000 New funding is requested to perform a Phase II of repairs and replacements to the ornamental fence and handrails due to rusting and hazardous conditions. These items are becoming unstable due to rust due to being installed in shoreline conditions.	
CITY MANAGER'S COMMENTS: Approved	

245	POOL REPAIR & MAINTENANCE	71,750	225,000	225,000	60,000
246	VEHICLE REPAIRS	2,553	2,500	3,500	2,500
247	GROUNDS MAINTENANCE	81,615	76,000	76,000	101,000

<b>Notes:</b>	Concrete Repairs
\$25,000 is requested for concrete expansion joint repairs throughout the Harbor that are safety hazards. These failures are due to the ground moving resulting in trip hazards in walkway areas.	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	198,676	381,300	382,300	240,300
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Fund	Department	Division
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*SUPPLIES*

323	SMALL TOOLS	1,426	2,000	2,000	2,000
325	SAFETY SUPPLIES	227	500	500	500
331	FUEL & LUBRICANTS	4,188	4,500	4,500	4,500
333	CHEMICAL	16,593	25,000	25,000	25,000
347	GENERAL MAINT. SUPPLES	7,028	10,000	10,000	10,000
349	AGRICULTURAL SUPPLIES	13,714	22,500	22,500	22,500
350	IRRIGATION SYSTEM SUPPLIES	1,748	2,000	5,000	5,000

Notes:	Amended Budget
<p>\$3,000 amended funding for the repair and maintenance of two automatic irrigation systems that is aging and requiring more repairs on a yearly basis. We are also utilizing new technology in Weathermatic Smartlink controllers that alert us to irrigation problems immediately, so that water is not wasted and this requires more frequent repairs.</p> <p>CITY MANAGER'S COMMENTS: Approved</p>	

390	SWIMMING POOL SUPPLIES	23,564	28,000	28,000	28,000
<i>SUPPLIES Totals</i>		68,488	94,500	97,500	97,500

*OPERATIONS*

410	DUES & SUBSCRIPTIONS	113	-	-	-
430	TUITION & TRAINING	-	500	500	500
436	TRAVEL	-	550	550	550
489	HARBOR RENTAL SUPPLIES	-	3,500	-	-
<i>OPERATIONS Totals</i>		113	4,550	1,050	1,050

*UTILITIES*

501	ELECTRICITY	59,590	72,000	60,000	60,000
507	CELLULAR TELEPHONE	2,799	3,600	3,600	3,600
513	WATER	51,229	75,000	60,000	60,000
<i>UTILITIES Totals</i>		113,618	150,600	123,600	123,600

<b>HARBOR O &amp; M Total</b>	<b>480,234</b>	<b>727,900</b>	<b>711,400</b>	<b>583,200</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

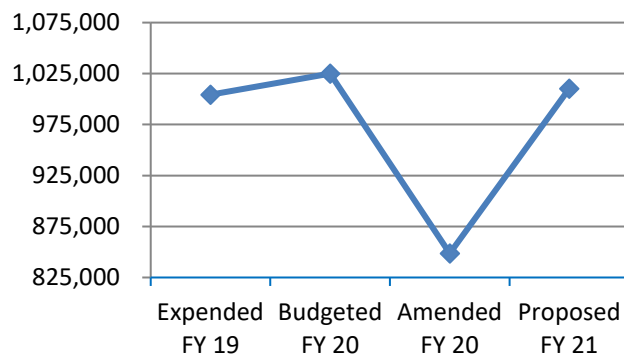
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	736,717	760,450	600,650	746,850
Contractual	28,728	41,550	41,550	37,300
Supplies	53,698	66,250	54,750	66,250
Operational	76,779	77,700	72,700	80,750
Utilities	74,837	79,000	79,000	79,000
Capital	33,658	-	-	-
<b>Total</b>	<b>1,004,417</b>	<b>1,024,950</b>	<b>848,650</b>	<b>1,010,150</b>

### Personnel Schedule

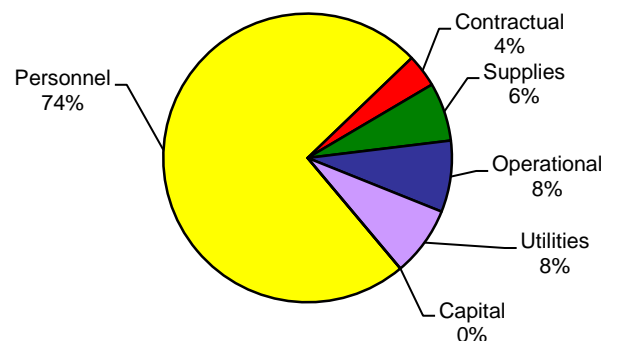
Position	Classification	FY 20 Approved	FY 21 Proposed
Parks & Recreation Director	-	1	1
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	273,927	283,200	262,200	265,500
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<b>Notes:</b>	Special Events Coordinator
Request to add a Special Events Coordinator. This position would assist in managing 25 existing events; assist in creating and managing new events, assist in managing HOT funds related events.	
This position would be responsible for assisting in marketing, promotions and advertising of the Free Live Music, Go Outside and Play brands and assist with overall City branding related to visiting Rockwall.	
These duties are currently shared among three or four full time employees and numerous part-time staff which have other primary duties. Adding this position will facilitate improving all other aspects of our programs, events, marketing and administrative duties.	
\$59,980 Salary and Benefits	
CITY MANAGER'S COMMENTS: Disapproved	

104	SALARIES & WAGES-CLERICAL	132,719	142,350	133,350	142,350
107	SALARIES & WAGES-LABOR	209,490	210,000	90,000	210,000
109	SALARIES & WAGES-OVERTIME	2,550	2,600	2,600	2,600
113	EDUCATION/CERTIFICATE PAY	600	600	600	600
114	LONGEVITY PAY	3,143	2,850	2,850	2,400
120	FICA & MEDICARE EXPENSE	46,978	48,250	36,850	50,250
122	T.M.R.S. RETIREMENT EXPENSE	67,311	70,600	72,200	73,150

<i>PERSONNEL SERVICES Totals</i>	<u>736,717</u>	<u>760,450</u>	<u>600,650</u>	<u>746,850</u>
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*CONTRACTUAL*

213	CONSULTING FEES	1,744	3,000	3,000	3,000
231	SERVICE MAINTENANCE CONTRACTS	4,311	7,250	7,250	3,000
239	RECREATION CONTRACTS	6,053	6,000	6,000	6,000
242	EQUIPMENT RENTAL & LEASE	12,939	12,300	12,300	12,300
245	POOL REPAIR & MAINTENANCE	1,975	7,000	7,000	7,000
246	VEHICLE REPAIRS	1,706	6,000	6,000	6,000

<i>CONTRACTUAL Totals</i>	<u>28,728</u>	<u>41,550</u>	<u>41,550</u>	<u>37,300</u>
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*SUPPLIES*

301	OFFICE SUPPLIES	1,736	2,000	2,000	2,000
307	POSTAGE	134	2,000	500	2,000
310	PRINTING & BINDING	12,571	14,500	4,500	14,500
321	UNIFORMS	5,673	6,200	6,200	6,200

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

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
331 FUEL & LUBRICANTS	1,828	2,000	2,000	2,000
333 CHEMICAL	13,523	12,600	12,600	12,600
347 GENERAL MAINTENANCE SUPPLIES	2,265	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	3,348	4,000	4,000	4,000
391 RECREATION PROGRAM SUPPLIES	12,619	16,500	16,500	16,500
<i>SUPPLIES Totals</i>	<u>53,698</u>	<u>66,250</u>	<u>54,750</u>	<u>66,250</u>

*OPERATIONS*

406 SPECIAL EVENTS	57,679	57,750	58,750	57,750
410 DUES & SUBSCRIPTIONS	2,583	2,500	2,500	2,500
415 RECRUITING EXPENSES	3,393	3,000	3,000	3,000
428 MEETING EXPENSES	507	1,000	1,000	1,000
430 TUITION & TRAINING	4,035	6,300	2,300	8,000

<b>Notes:</b>	Additional Training and Travel
\$1,700 as amended funding for additional conferences and training for additional staff to promote professionalism within the department.	
CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	8,582	7,150	5,150	8,500
<i>OPERATIONS Totals</i>	<u>76,779</u>	<u>77,700</u>	<u>72,700</u>	<u>80,750</u>

*UTILITIES*

501 ELECTRICITY	70,308	73,000	73,000	73,000
507 CELLULAR TELEPHONE	4,529	6,000	6,000	6,000
<i>UTILITIES Totals</i>	<u>74,837</u>	<u>79,000</u>	<u>79,000</u>	<u>79,000</u>

*CAPITAL*

623 VEHICLES	33,658	-	-	-
<i>CAPITAL Totals</i>	<u>33,658</u>	<u>-</u>	<u>-</u>	<u>-</u>

<b>RECREATION Total</b>	<b>1,004,417</b>	<b>1,024,950</b>	<b>848,650</b>	<b>1,010,150</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	48 Animal Services

### Expenditure Summary

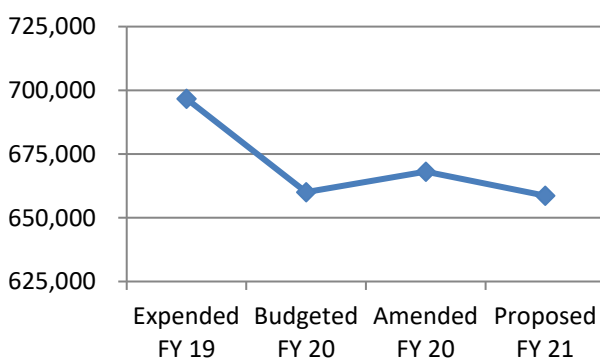
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	201,904	207,050	215,050	209,150
Contractual	421,674	426,500	426,500	426,000
Supplies	9,780	15,250	15,250	12,750
Operational	1,275	3,750	3,750	5,250
Utilities	5,489	7,500	7,500	5,500
Capital	56,546	-	-	-
<b>Total</b>	<b>696,668</b>	<b>660,050</b>	<b>668,050</b>	<b>658,650</b>

### Personnel Schedule

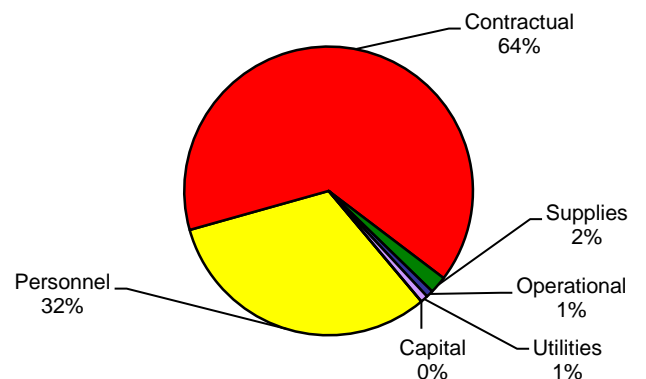
Position	Classification	FY 20 Approved	FY 21 Proposed
Animal Services Crewleader	16	1	1
Animal Services Officer	13	2	2

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

107	SALARIES & WAGES-LABOR	153,049	159,100	163,100	159,100
109	SALARIES & WAGES-OVERTIME	6,886	5,000	7,500	7,500

<b>Notes:</b>	Amended Overtime
\$2,500 in amended funding because during 2019-2020 after hour call-outs and emergencies show to be increasing and this line item needs to be adjusted in 2020-2021 to \$7,500 to accommodate the request.	
CITY MANAGER'S COMMENTS: Approved	

114	LONGEVITY PAY	4,000	4,200	4,200	4,400
120	FICA & MEDICARE EXPENSE	11,640	12,050	12,550	12,050
122	T.M.R.S. RETIREMENT EXPENSE	26,329	26,700	27,700	26,100

<i>PERSONNEL SERVICES Totals</i>	201,904	207,050	215,050	209,150
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*CONTRACTUAL*

213	CONSULTING FEES	410,472	410,500	410,500	410,500
231	SERVICE MAINTENANCE CONTRACTS	6,963	8,500	8,500	8,500
237	UNIFORM SERVICE	1,773	3,000	3,000	2,500
240	EQUIPMENT REPAIRS	15	750	750	750
246	VEHICLE REPAIRS	2,295	3,500	3,500	3,500
270	WASTE DISPOSAL SERVICE	158	250	250	250

<i>CONTRACTUAL Totals</i>	421,674	426,500	426,500	426,000
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*SUPPLIES*

301	OFFICE SUPPLIES	123	500	500	500
310	PRINTING & BINDING	792	2,000	2,000	1,000
321	UNIFORMS	1,205	3,000	3,000	1,500
325	SAFETY SUPPLIES	-	750	750	750
331	FUEL & LUBRICANTS	6,772	6,500	6,500	6,500
347	GENERAL MAINTENANCE SUPPLIES	888	2,500	2,500	2,500

<i>SUPPLIES Totals</i>	9,780	15,250	15,250	12,750
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	50	-	-	-
430	TUITION & TRAINING	198	2,250	2,250	2,250

Fund	Department	Division
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
436 TRAVEL	1,027	1,500	1,500	3,000

<b>Notes:</b>	<b>Amended Budget</b>
<p>\$1,500 as amended funding because one certification conference for one ACO utilized the entire budget, this budget need to be increased to \$3,000 to accommodate required training certification and CEU's for all three ACO.</p> <p>CITY MANAGER'S COMMENTS: Approved</p>	

<i>OPERATIONS Totals</i>	<u>1,275</u>	<u>3,750</u>	<u>3,750</u>	<u>5,250</u>
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*UTILITIES*

507 CELLULAR TELEPHONE	5,489	7,500	7,500	5,500
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<i>UTILITIES Totals</i>	<u>5,489</u>	<u>7,500</u>	<u>7,500</u>	<u>5,500</u>
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*CAPITAL*

623 VEHICLES	56,546	-	-	-
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<i>CAPITAL Totals</i>	<u>56,546</u>	<u>-</u>	<u>-</u>	<u>-</u>
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<b>ANIMAL SERVICES Total</b>	<b>696,668</b>	<b>660,050</b>	<b>668,050</b>	<b>658,650</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	50 Public Works	53 Engineering

### Expenditure Summary

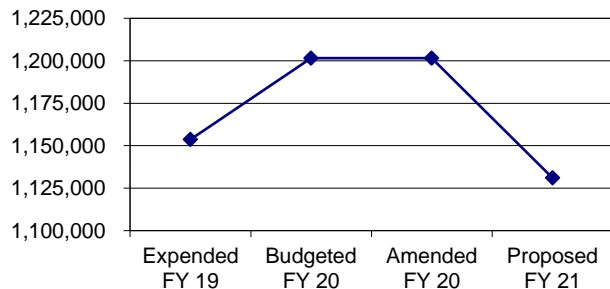
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	818,260	855,100	855,100	840,600
Contractual	295,349	231,400	231,400	232,400
Supplies	16,749	21,850	21,850	21,850
Operational	13,796	23,700	23,700	23,700
Utilities	9,420	12,500	12,500	12,500
Capital	-	57,000	57,000	-
<b>Total</b>	<b>1,153,574</b>	<b>1,201,550</b>	<b>1,201,550</b>	<b>1,131,050</b>

### Personnel Schedule

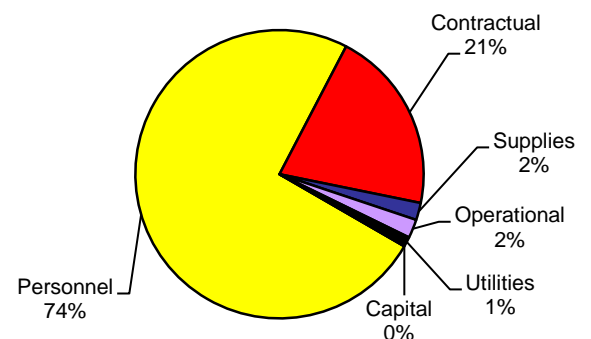
Position	Classification	FY 20 Approved	FY 21 Proposed
Public Works Director/City Engineer	-	1	1
Civil Engineer	28	2	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	146,143	150,500	150,500	150,500
104	SALARIES & WAGES-CLERICAL	219,877	231,500	231,500	231,800
107	SALARIES & WAGES-LABOR	280,136	292,200	292,200	281,500
109	SALARIES & WAGES-OVERTIME	11,869	12,000	12,000	12,000
113	EDUCATION/CERTIFICATE PAY	600	900	900	1,200
114	LONGEVITY PAY	4,210	4,750	4,750	4,200
120	FICA & MEDICARE EXPENSE	48,502	50,050	50,050	50,800
122	T.M.R.S. RETIREMENT EXPENSE	106,924	113,200	113,200	108,600

<i>PERSONNEL SERVICES Totals</i>	818,260	855,100	855,100	840,600
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*CONTRACTUAL*

213	CONSULTING FEES	264,355	200,000	200,000	180,000
231	SERVICE MAINTENANCE CONTRACTS	13,421	11,000	11,000	32,000

<b>Notes:</b>	Updated Aerials
\$21,000 to purchase updated aerials from NCTCOG for the GIS maps that are in use by all City Departments.	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

240	EQUIPMENT REPAIRS	375	600	600	600
242	EQUIPMENT RENTAL & LEASE	2,422	2,700	2,700	2,700
246	VEHICLE REPAIRS	7,020	6,500	6,500	6,500
276	STORMWATER PROGRAM COSTS	7,756	10,600	10,600	10,600

<i>CONTRACTUAL Totals</i>	295,349	231,400	231,400	232,400
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*SUPPLIES*

301	OFFICE SUPPLIES	1,796	1,800	1,800	1,800
310	PRINTING & BINDING	1,295	1,500	1,500	1,500
321	UNIFORMS	979	1,050	1,050	1,050
323	SMALL TOOLS	1,135	1,500	1,500	1,500
325	SAFETY SUPPLIES	-	500	500	500
331	FUEL & LUBRICANTS	11,544	12,000	12,000	12,000
341	CONSTRUCTION & REPAIR SUPPLIES	-	3,000	3,000	3,000
347	GENERAL MAINTENANCE SUPPLIES	-	500	500	500

<i>SUPPLIES Totals</i>	16,749	21,850	21,850	21,850
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,723	8,000	8,000	8,000
430 TUITION & TRAINING	4,115	7,000	7,000	7,000
436 TRAVEL	7,959	8,700	8,700	8,700

<i>OPERATIONS Totals</i>	<u>13,796</u>	<u>23,700</u>	<u>23,700</u>	<u>23,700</u>
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*UTILITIES*

507 CELLULAR TELEPHONE	9,420	12,500	12,500	12,500
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<i>UTILITIES Totals</i>	<u>9,420</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
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*CAPITAL*

623 VEHICLES	-	57,000	57,000	-
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<i>CAPITAL Totals</i>	<u>-</u>	<u>57,000</u>	<u>57,000</u>	<u>-</u>
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<b>ENGINEERING Totals</b>	<b>1,153,574</b>	<b>1,201,550</b>	<b>1,201,550</b>	<b>1,131,050</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	50 Public Works	59 Streets

### Expenditure Summary

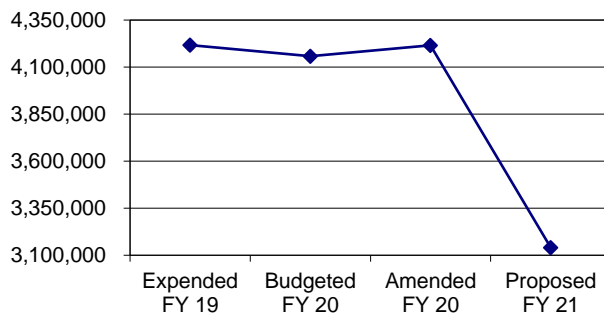
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	738,702	785,700	842,700	792,900
Contractual	231,515	284,550	284,550	278,450
Supplies	2,726,159	2,348,500	2,348,500	1,488,600
Operational	7,849	11,500	11,500	11,500
Utilities	473,117	487,300	487,300	502,300
Capital	39,614	240,650	240,650	67,000
<b>Total</b>	<b>4,216,955</b>	<b>4,158,200</b>	<b>4,215,200</b>	<b>3,140,750</b>

### Personnel Schedule

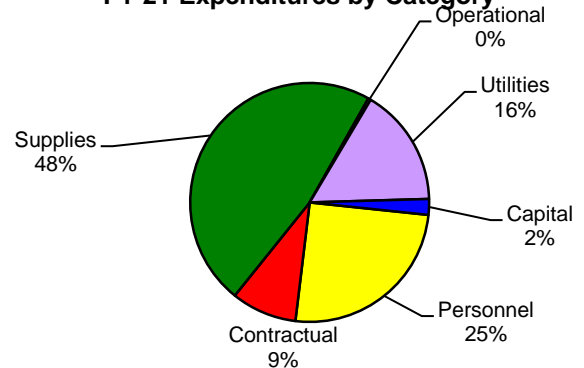
Position	Classification	FY 20 Approved	FY 21 Proposed
Superintendent	25	1	1
Field Supervisor	21	2	2
Crew Leader	16	1	1
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	10	3	3

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	88,346	90,550	131,550	90,550
107	SALARIES & WAGES-LABOR	480,347	518,050	523,050	528,550

<b>Notes:</b>	Inspector/Coordinator position
Request to upgrade one position to provide quality control inspections and oversight for the various outside contractors working for the streets division. The position duties would consist of the intake of the 200-300 online work orders requests annually, coordinating with contractors, franchise utility companies, inspecting all projects, checking elevations/grades, measure completed work, review/calculate pay estimates, interpret contract documents, inspect work zone traffic control, provide construction notices, verify compliance with plans/specifications etc. The streets division utilizes a variety of outside service contractors in its daily operations for which this position will provide oversight.	
\$5,100 Salary and Benefits	
\$4,200 Equipment	
\$33,000 Vehicle	
CITY MANAGER'S COMMENTS: Disapproved	

109	SALARIES & WAGES-OVERTIME	19,057	17,200	17,200	17,200
113	EDUCATION/CERTIFICATE PAY	2,100	2,400	2,400	2,700
114	LONGEVITY PAY	6,880	7,050	7,050	5,250
120	FICA & MEDICARE EXPENSE	44,732	46,550	50,050	47,350
122	T.M.R.S. RETIREMENT EXPENSE	97,240	103,900	111,400	101,300

<i>PERSONNEL SERVICES Totals</i>	<u>738,702</u>	<u>785,700</u>	<u>842,700</u>	<u>792,900</u>
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*CONTRACTUAL*

213	CONSULTING FEES	5,133	5,000	5,000	5,000
231	SERVICE MAINTENANCE CONTRACTS	57,008	100,000	100,000	93,900
237	UNIFORM SERVICE	7,066	9,550	9,550	9,550
240	EQUIPMENT REPAIRS	35,719	42,000	42,000	42,000
242	EQUIPMENT RENTAL & LEASE	907	5,000	5,000	5,000
246	VEHICLE REPAIRS	16,246	25,000	25,000	25,000
270	WASTE DISPOSAL SERVICE	109,435	98,000	98,000	98,000

<i>CONTRACTUAL Totals</i>	<u>231,515</u>	<u>284,550</u>	<u>284,550</u>	<u>278,450</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	451	500	500	500
310 PRINTING & BINDING	-	500	500	500
323 SMALL TOOLS	11,111	11,100	11,100	11,100
325 SAFETY SUPPLIES	4,358	6,000	6,000	6,000
331 FUEL & LUBRICANTS	35,003	33,000	33,000	33,000
333 CHEMICALS	7,837	15,500	15,500	15,500
341 CONSTRUCTION & REPAIR SUPPLIES	2,501,467	2,109,900	2,109,900	1,250,000

<b>Notes:</b>	<b>Construction Repair Projects</b>
<p>\$100,000 for Full Depth Reclamation of East Cullins Road from Cullins To Jeff Boyd Rd</p> <p>200,000 - Miscellaneous Asphalt Road Segment Repairs</p> <p>100,000 - Crack Seal Program for Pavement Preservation</p> <p>325,000 - Miscellaneous Concrete Street Segment Repairs</p> <p>100,000 - Miscellaneous Concrete Alley Segment Repairs</p> <p>100,000 - Miscellaneous Sidewalk Construction and Replacement</p> <p>25,000 - Pavement Lifting and Stabilization to Level Street and Alley Sections That Have Become Uneven</p> <p>15,000 - Miscellaneous Sidewalk Repair for Lifting and Leveling Uneven Sidewalk Segments</p> <p>35,000 - Pavement Marking Maintenance and Upgrades Consisting of Traffic Lane Striping, Raised Buttons, Directional Arrows, Turn Lanes, Stop Bars etc.</p> <p>\$250,000 - Construction Materials and Supplies - Staff Operations Including Hot Mix Asphalt, Cold Mix Asphalt, Asphalt Tack, Concrete, Stone, Flex Base, Gravel, and Other Miscellaneous Material Used for In-House Construction and Maintenance Activities</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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**Notes:** Construction Repair Projects

\$73,000 - Construction of Two Structures at the Service Center.

4500 sf cover to protect the most expensive heavy equipment from damage due to continual exposure to UV rays and other elements \$56,500

416 sf structure and cover to hoist and store sand spreaders \$16,500

\$244,000 - Year 1 of 5 Year ADA Transition Plan

Americans with Disabilities Act (ADA) Transition Plan (Plan). The Plan is to be used to bring related deficiencies within the Rights-of-Way into compliance with the (ADA). Staff has identified approximately 500 applicable locations where barrier free ramps are listed as fair, poor or non-existent. We are requesting funds to begin year (1) of a five-year plan to bring the identified locations into compliance with (ADA) Standards.

**CITY MANAGER'S COMMENTS:** Disapproved

347	GENERAL MAINTENANCE SUPPLIES	9,305	10,000	10,000	10,000
384	DRAINAGE SYSTEM REPAIR SUPPLIES	12,805	20,000	20,000	20,000
392	SIGNS AND SIGNALS	142,656	137,000	137,000	137,000
393	STREET LIGHTING SUPPLIES	1,165	5,000	5,000	5,000
<i>SUPPLIES Totals</i>		2,726,159	2,348,500	2,348,500	1,488,600

*OPERATIONS*

410	DUES & SUBSCRIPTIONS	620	900	900	900
430	TUITION & TRAINING	3,767	5,600	5,600	5,600
436	TRAVEL	3,462	5,000	5,000	5,000
<i>OPERATIONS Totals</i>		7,849	11,500	11,500	11,500

*UTILITIES*

504	STREET LIGHTING	463,384	475,000	475,000	490,000
507	CELLULAR TELEPHONE	9,733	12,300	12,300	12,300
<i>UTILITIES Totals</i>		473,117	487,300	487,300	502,300

*CAPITAL*

610	FURNITURE & FIXTURES	7,653	-	-	-
621	FIELD MACHINERY & EQUIPMENT	31,961	-	-	-

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
623 VEHICLES	-	240,650	240,650	67,000

<b>Notes:</b>	Replacement/Additional Vehicle
<p>\$67,000 - Replace 2008 F-450 with 3 yard dump bed Unit ST-146-08</p> <p>This vehicle currently or has had various safety related maintenance issues such as major brake issues, steering issues, gear box issues, engine rear main seal leaking issues, a/c issues, missing door handles, driver side door glass inoperable, badly torn seat, rotting cooling and emission related hoses throughout, deteriorated batter cables, etc. This vehicle is also used by other departments regularly for towing and hauling purposes. The 2008 model vehicle has 106,000 miles and needs over \$7,000 in repairs.</p> <p>Proposed Replacement Unit: 2020/2021 Silverado 5500 HD Regular Cab &amp; Chassis w/3-4 Yard Dump Body/Utility Boxes</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

<b>Notes:</b>	Replacement/Additional Vehicles
<p>\$122,000 - Replace 2002 Ford F-650 6 Yard Dump Truck - Unit ST-158-02</p> <p>This truck has had several costly mechanical issues within the last four years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc. The 2002 model vehicle has 37,000 miles and needs over \$10,000 in repairs.</p> <p>Proposed Replacement unit: 2021 Kenworth T370 Tandem 12-14 Yard Dump Truck, Warren dump body, Warren sand spreader, Warrant tarp system and hydraulic system plumbed for sand spreader operation</p> <p>\$66,000 - Replace - 2009 Ford F-250 Ex Cab with Utility Bed – (Unit ST-150-09)</p> <p>This truck has had several mechanical issues within the last 3 years, fuel injectors, tune up, brakes, a/c unit etc. The 2008 model vehicle has 102,500 miles and needs over \$6,000 in repairs.</p> <p>Proposed Replacement Unit: 2020/2021 Chevy C-3500 HD 4x2 Double Cab with 4-k lb. remote control RKI crane needed for sign pole operations, headache rack, compressor/generator, safety lights, traffic advisor, etc.</p> <p>\$33,000 - Proposed Vehicle 2020/2021 Chevy 1/2 Ton Extended Cab equipped with headache rack, computer stand, tool box, safety lights etc.</p> <p>Proposed Special Operations Inspector – This vehicle will be used by the upgraded position.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

<i>CAPITAL Totals</i>	39,614	240,650	240,650	67,000
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<b>STREETS Totals</b>	<b>4,216,955</b>	<b>4,158,200</b>	<b>4,215,200</b>	<b>3,140,750</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager

**FROM:** Mary Smith, Assistant City Manager

**DATE:** August 17, 2020

**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District while still finalizing the budget for treated water for 2021 is not planning to increase water rates. The District expects to keep the current 2.99 per thousand gallons of treated water. This is the third year for the new budget methodology put into effect by the District which has allowed rates to increase more slowly if at all. The lowered projections were used when our rate study was completed December 2018 but did not include rates staying flat as they are expected to do for 2021.

The charges for Wastewater treatment by the District is increasing from the original 2020 budget. Specifically 2.6% for the regional interceptor line, 4.8% for the Regional treatment plant, and 2.7% for the Squabble Creek Treatment plant. Design work continues on the parallel line to the Mesquite treatment plant with construction expected to commence in 2021. The overall increase for the Interceptor will be about 19.9% but Rockwall's share in the volume is expected to decrease compared to our partners Heath and Forney.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. While the weather and consumption patterns have been anything but normal for the past decade 2020 seems to be about as close as we've come to normal in that period. While we only sold 88% of our minimum volume in 2019 we have exceeded our 2020 minimum by this year by about 7%. The water year runs from August through July each year. Most of the water consumed in excess of our prior minimum was attributable to Heath and will be included in 2021 minimum payments to Rockwall.

With the strong water sales in 2020 as well as the increase in Heath's minimum charge for 2021 and the District's decision to not raise water rates in 2021 we will not propose any water or sewer rate increase for 2021.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2018 as well. These rates are designed to completely cover our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase based on those study findings. We will propose the associated rate increases for Blackland and RCH in keeping with the rate study. Those rates will increase about 14% for January 1. Blackland continues to work toward becoming a direct customer of the NTMWD although the process has taken longer than originally planned and the City will need to enforce the numbers of connections allowed in their contract as they currently exceed those levels.

The City of Heath's contract with Rockwall provides for rate increases as NTMWD adjusts the District's rate to member cities and includes a minimum take provision which was implemented in FY2017. Since the District is not changing the Member City rate, Heath's rate will not change but they have set a new minimum volume in 2020 which is about 44% higher than their 2020 minimum will result in a revenue increase to Rockwall.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Revenues	27,610,403	30,168,050	30,884,000	31,792,800
Operating Expenses	21,561,137	25,484,450	25,755,150	25,232,950
Operating Income (Loss)	6,049,266	4,683,600	5,128,850	6,559,850
Non-Operating Revenues	1,720,067	1,555,000	2,186,500	1,490,000
Non-Operating Expenses	4,029,048	5,100,450	5,100,450	5,095,500
Non-Operating Income (Loss)	(2,308,981)	(3,545,450)	(2,913,950)	(3,605,500)
Net Income (Loss) Before Transfers	3,740,286	1,138,150	2,214,900	2,954,350
Net Transfers In (Out)	(1,023,100)	(1,084,150)	(1,084,150)	(1,184,550)
Net Income (Loss)	2,717,186	54,000	1,130,750	1,769,800
Working Capital - Beginning	5,505,560	9,670,860	8,222,746	9,353,496
Working Capital - Ending	8,222,746	9,724,860	9,353,496	11,123,296

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Available Operating Revenues:					
4601	Retail Water Sales	14,131,403	15,795,000	16,142,000	15,950,000
4603	Sewer Charges	8,475,098	9,097,000	9,221,000	9,311,000
4605	Pretreatment Charges	53,949	83,150	63,000	93,600
4609	HHW Fees	122,223	125,000	125,000	125,000
4610	Penalties	333,741	250,000	176,000	250,000
4611	Portable Meter Sales	124,048	150,000	150,000	150,000
Total Utility Sales		23,240,461	25,500,150	25,877,000	25,879,600
4622	RCH Water Sales	1,301,918	1,425,000	1,717,000	1,795,000
4632	Blackland Water Sales	683,050	885,000	885,000	912,000
4640	McLendon Chisholm Sewer	157,905	225,000	185,000	207,000
4650	City of Heath Water Sales	1,994,585	1,960,900	2,035,000	2,814,200
Total Contract Sales		4,137,458	4,495,900	4,822,000	5,728,200
4660	Water Taps	146,265	120,000	110,000	110,000
4662	Sewer Taps	24,016	30,000	25,000	25,000
4665	Meter Rental Fees	62,203	22,000	50,000	50,000
Total Other Receipts		232,484	172,000	185,000	185,000
Total Operating Revenues					31,792,800
Available Non-Operating Revenues					
4001	Interest Earnings	269,238	150,000	88,000	50,000
4010	Auction/Scrap Proceeds	13,293	15,000	15,000	15,000
4019	Miscellaneous	13,843	15,000	63,000	15,000
4450	Land Sales	-	-	14,500	-
4480	Tower Leases	263,976	225,000	260,000	260,000
4670	Water Impact Fees	707,659	700,000	896,000	700,000
4672	Sewer Impact Fees	452,058	450,000	850,000	450,000
Total Non-Operating Revenue		1,720,067	1,555,000	2,186,500	1,490,000
Total Available Revenues					33,282,800

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Transfers In				
From Recycling Fund	-	50,000	50,000	50,250
Operating Transfers Out				
To General Fund	-	200,000	200,000	300,000
To Insurance Fund	900,000	810,000	810,000	810,000
To Worker's Comp Fund	55,000	55,000	55,000	55,000
To Tech Replacement Fund	18,100	19,150	19,150	19,800
To Vehicle Replacement Fund	50,000	50,000	50,000	50,000
Total Transfers Out	1,023,100	1,134,150	1,134,150	1,234,800
Net Operating Transfers				
In (Out)	(1,023,100)	(1,084,150)	(1,084,150)	(1,184,550)



## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,291,396	1,263,850	1,263,850	1,280,250
63 Water Operations	13,517,061	15,048,700	15,158,200	15,654,500
67 Sewer Operations	6,752,680	9,171,900	9,333,100	8,298,200
Total Dept. Expenses	21,561,137	25,484,450	25,755,150	25,232,950
Non Operating Expenses				
62 Long Term Debt	4,029,048	5,100,450	5,100,450	5,095,500
Total Non-Operating Expenses	4,029,048	5,100,450	5,100,450	5,095,500
Total Expenses	25,590,185	30,584,900	30,855,600	30,328,450

**DIVISION SUMMARY**

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

**Expenditure Summary**

	<u>Actual 18-19</u>	<u>Budgeted 19-20</u>	<u>Amended 19-20</u>	<u>Proposed 20-21</u>
Debt Service	1,068,799	5,100,450	5,100,450	5,090,500
Total	<u>1,068,799</u>	<u>5,100,450</u>	<u>5,100,450</u>	<u>5,090,500</u>

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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	3,681	5,000	5,000	-
0752 BOND - PRINCIPAL	-	3,216,000	3,216,000	3,301,000
0754 BOND - INTEREST	873,397	1,229,000	1,229,000	1,142,500
0772 NTMWD - PRINCIPAL	-	450,000	450,000	475,000
0774 NTMWD - INTEREST	191,721	200,450	200,450	172,000
<b>Debt Service TOTAL . . . . .:</b>	<b>1,068,799</b>	<b>5,100,450</b>	<b>5,100,450</b>	<b>5,090,500</b>

## DIVISION SUMMARY

Fund	Department	Division
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

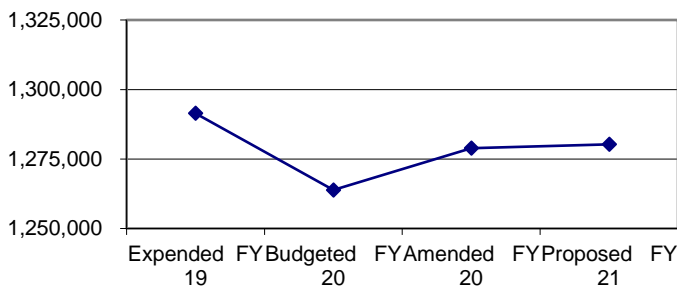
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	509,827	474,450	474,450	481,100
Contractual	501,057	492,700	507,700	502,450
Supplies	92,303	90,800	90,800	90,800
Operational	188,209	205,900	205,900	205,900
Total	1,291,396	1,263,850	1,278,850	1,280,250

### Personnel Schedule

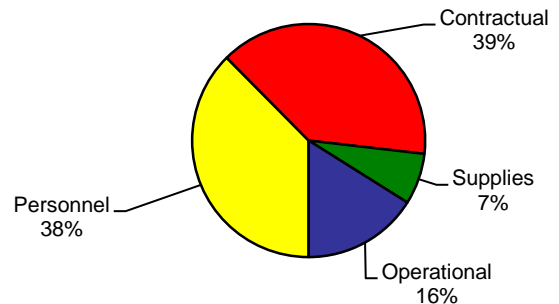
Position	Classification	FY 20 Approved	FY 21 Proposed
Utility Billing Supervisor	22	1	1
Field Supervisor	19	1	1
Customer Service Representative	12	3	3
Meter Technician	11	3	3

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



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

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	75,563	62,900	62,900	65,500
104 SALARIES & WAGES-CLERICAL	118,541	127,350	127,350	125,100
107 SALARIES & WAGES-LABOR	181,600	186,850	186,850	191,150
109 SALARIES & WAGES-OVERTIME	7,272	1,500	1,500	2,500
113 EDUCATION/CERTIFICATE PAY	900	900	900	1,500
114 LONGEVITY PAY	4,503	3,500	3,500	3,650
120 FICA & MEDICARE EXPENSE	30,962	28,800	28,800	29,200
122 T.M.R.S. RETIREMENT EXPENSE	90,487	62,650	62,650	62,500

<i>PERSONNEL SERVICES Totals</i>	<u>509,827</u>	<u>474,450</u>	<u>474,450</u>	<u>481,100</u>
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*CONTRACTUAL*

210 AUDITING	19,000	17,000	17,000	17,000
217 IT SERVICE	10,457	28,750	28,750	28,750
223 INSURANCE-SURETY BONDS	200	200	200	200
225 INSURANCE-AUTOMOBILES	32,445	32,150	32,150	42,000
227 INSURANCE-REAL PROPERTY	46,102	47,500	47,500	48,500
228 INSURANCE-CLAIMS & DEDUCTIBLES	15,596	25,000	25,000	25,000
229 INSURANCE-LIABILITY	24,083	26,100	26,100	25,000
231 SERVICE MAINTENANCE CONTRACTS	336,457	305,000	320,000	305,000
235 BANK CHARGES	-	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	949	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	15,768	5,000	5,000	5,000

<i>CONTRACTUAL Totals</i>	<u>501,057</u>	<u>492,700</u>	<u>507,700</u>	<u>502,450</u>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,464	1,800	1,800	1,800
307 POSTAGE	82,317	80,000	80,000	80,000
310 PRINTING & BINDING	7,923	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	600	1,000	1,000	1,000

<i>SUPPLIES Totals</i>	<u>92,303</u>	<u>90,800</u>	<u>90,800</u>	<u>90,800</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	300	300	300
430 TUITION & TRAINING	1,200	2,000	2,000	2,000
436 TRAVEL	1,644	2,000	2,000	2,000
450 BAD DEBT EXPENSE	127,019	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE	58,346	171,600	171,600	171,600

<i>OPERATIONS Totals</i>	<u>188,209</u>	<u>205,900</u>	<u>205,900</u>	<u>205,900</u>
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<b>BILLING SERVICES Totals</b>	<b>1,291,396</b>	<b>1,263,850</b>	<b>1,278,850</b>	<b>1,280,250</b>
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## DIVISION SUMMARY

Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

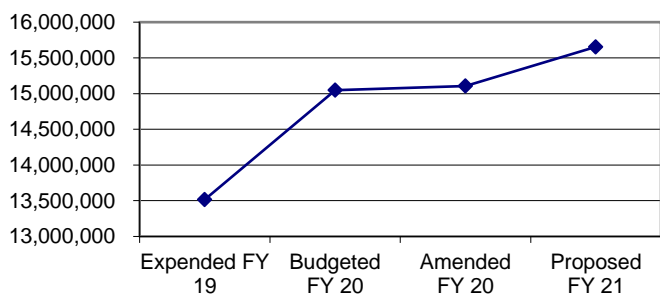
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	1,021,857	1,129,100	1,098,100	1,171,400
Contractual	11,612,758	12,474,800	12,455,300	13,382,300
Supplies	590,625	617,900	617,900	720,700
Operational	12,377	16,400	16,400	23,250
Utilities	279,443	268,000	268,000	268,500
Capital	-	542,500	652,000	88,350
<b>Total</b>	<b>13,517,061</b>	<b>15,048,700</b>	<b>15,107,700</b>	<b>15,654,500</b>

### Personnel Schedule

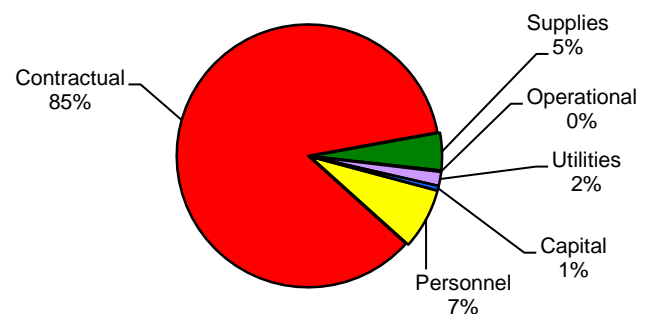
Position	Classification	FY 20 Approved	FY 21 Proposed
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	16	2	2
Water Quality Technician	12	2	2
Equipment Operator	13	2	2
Production Technician I	11	2	2
Fire Hydrant Technician	11	2	2
Maintenance Worker II	10	4	4

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	177,690	183,050	183,050	183,250
104	SALARIES & WAGES-CLERICAL	46,231	52,950	52,950	53,000
107	SALARIES & WAGES-LABOR	497,172	595,250	564,250	639,200
109	SALARIES & WAGES-OVERTIME	69,893	75,000	75,000	75,000
113	EDUCATION/CERTIFICATE PAY	2,100	3,600	3,600	3,600
114	LONGEVITY PAY	5,485	6,450	6,450	7,050
120	FICA & MEDICARE EXPENSE	60,924	62,950	62,950	67,000
122	T.M.R.S. RETIREMENT EXPENSE	162,362	149,850	149,850	143,300

<i>PERSONNEL SERVICES Totals</i>	1,021,857	1,129,100	1,098,100	1,171,400
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*CONTRACTUAL*

211	LEGAL	65,198	50,000	40,000	50,000
213	CONSULTING FEES	8,063	20,000	20,000	20,000
231	SERVICE MAINTENANCE CONTRACTS	76,176	82,950	82,950	87,100

<b>Notes:</b>	<b>Increase in Services</b>
\$1,200 (New Item) Blue Beam Software for editing blueprints \$2,950 increase for Cityworks Public Asset Management shared by the Wastewater and Streets Divisions of Public Works.	
CITY MANAGER'S COMMENTS: Approved	

237	UNIFORM SERVICE	12,148	15,000	15,000	15,000
240	EQUIPMENT REPAIRS	7,829	13,000	13,000	13,000
242	EQUIPMENT RENTAL & LEASE	4,280	10,000	10,000	10,000
244	BUILDING REPAIRS	5,492	15,000	15,000	60,500

<b>Notes:</b>	<b>Addition of Structures</b>
\$45,500 - 3,500 square foot cover to protect pipe, fitting, and equipment from damage due to continual exposure to UV rays and other elements.	
CITY MANAGER'S COMMENTS: Disapproved	

246	VEHICLE REPAIRS	28,107	34,000	34,000	34,000
270	WASTE DISPOSAL SERVICE	5,047	10,000	10,000	10,000
280	STATE PERMITS	38,962	49,500	40,000	49,500
281	METER REPAIR & REPLACEMENT	15,181	12,000	12,000	12,000
287	WATER PURCHASES	11,181,369	11,821,350	11,821,350	12,650,850
288	WATERLINE REPAIR & REPLACEMENT	50,026	195,000	195,000	195,000



Fund	Department	Division
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
289 RESERVOIR MAINTENANCE & REPAIR	114,881	147,000	147,000	175,350

<b>Notes:</b>	Maintenance and Upgrades
\$13,350 - Replace motor starters and VFDs for pumps.	
\$15,000 - Eastside Pump Station fence repair.	
CITY MANAGER'S COMMENTS: Approved	

CONTRACTUAL Totals	11,612,758	12,474,800	12,455,300	13,382,300
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*SUPPLIES*

301 OFFICE SUPPLIES	1,883	2,550	2,550	2,550
310 PRINTING & BINDING	448	2,000	2,000	2,000
323 SMALL TOOLS	19,557	34,850	34,850	34,850
325 SAFETY SUPPLIES	4,947	8,000	8,000	10,800

<b>Notes:</b>	Arc Flash Protective Equipment
\$2,800 - Work on or near energized, or potentially energized equipment, threatens employees with danger from electric shock and arc flash. To protect themselves from injury, or even death, workers should wear Personal Protective Equipment (PPE) as their last line of defense. Reference: NFPA-70E Standard for electrical safety in the workplace.	
CITY MANAGER'S COMMENTS: Approved	

331 FUEL & LUBRICANTS	45,974	43,000	43,000	43,000
333 CHEMICAL	12,671	13,500	13,500	13,500
335 PROPANE	11,656	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUPPLIES	52,506	70,000	70,000	70,000
347 GENERAL MAINTENANCE SUPPLIES	13,950	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLIES	9,358	11,000	11,000	11,000
381 WATER PIPE FITTINGS	43,854	50,000	50,000	50,000
382 METER SUPPLIES	373,822	350,000	350,000	450,000

SUPPLIES Totals	590,625	617,900	617,900	720,700
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,824	2,400	2,400	2,400
415 RECRUITING EXPENSES	525	500	500	500

Fund	Department	Division
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
430 TUITION & TRAINING	8,103	8,500	8,500	15,350

**Notes:** Training Increase

\$1,900 Production technicians NFPA arc flash training

\$4,950 2 classes per employee

**CITY MANAGER'S COMMENTS:** Approved

436 TRAVEL	1,926	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	<u>12,377</u>	<u>16,400</u>	<u>16,400</u>	<u>23,250</u>

#### UTILITIES

501 ELECTRICITY	263,555	250,000	250,000	250,000
507 CELLULAR TELEPHONE	11,473	13,500	13,500	13,500
508 TELEPHONE SERVICE	4,415	4,500	4,500	5,000
<i>UTILITIES Totals</i>	<u>279,443</u>	<u>268,000</u>	<u>268,000</u>	<u>268,500</u>

#### CAPITAL

617 RADIO EQUIPMENT	-	2,000	2,000	-
621 FIELD MACHINERY & EQUIPMENT	-	-	-	88,350

**Notes:** Valve Maintenance

\$88,350 Grand LX - Valve Maintenance Trailer

When valves are not accessible or operable, crews have to close more valves to isolate a line to make a repair, which requires more time for the crews to isolate lines. Some of the impacts of not having a good valve exercise program are more customers without service, the buildup of tuberculation, and the potential for increased property damage.

This machine is needed to ensure that valves are operable and accessible. With the combination valve and hydro-excavation machine, the Water Division of Public Works would start a valve exercise program. Having such a program would allow the division to identify problem valves, collect information on the valves (including GPS) and locate missing valves.

The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine.

**CITY MANAGER'S COMMENTS:** Approved

623 VEHICLES	-	46,000	46,000	-
633 INFRASTRUCTURE IMPROVEMEN	-	494,500	604,000	-
<i>CAPITAL Totals</i>	<u>-</u>	<u>542,500</u>	<u>652,000</u>	<u>88,350</u>

<b>WATER OPERATIONS Totals</b>	<b>13,517,061</b>	<b>15,048,700</b>	<b>15,107,700</b>	<b>15,654,500</b>
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## SEWER OPERATIONS

Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

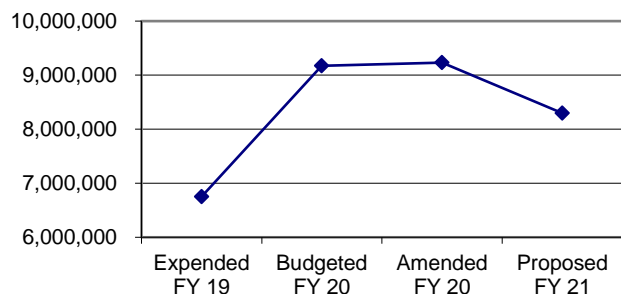
	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Personnel	989,733	975,500	1,009,500	1,072,750
Contractual	5,513,052	7,180,350	7,191,300	6,597,700
Supplies	143,540	215,650	215,650	223,450
Operational	9,995	14,450	14,450	17,200
Utilities	96,360	103,500	118,500	105,500
Capital	-	682,450	682,450	281,600
<b>Total</b>	<b>6,752,680</b>	<b>9,171,900</b>	<b>9,231,850</b>	<b>8,298,200</b>

### Personnel Schedule

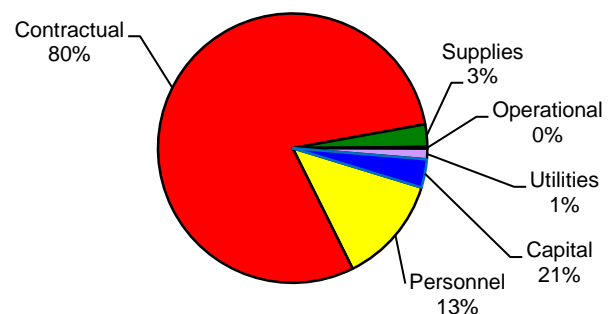
Position	Classification	FY 20 Approved	FY 21 Proposed
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	16	2	2
FOG Agent	15	1	1
Production Technician II	14	2	2
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	11	1	1
Maintenance Worker II	10	5	5

### Activity Trends

**Financial History**



**FY 21 Expenditures by Category**



Fund	Department	Division
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	136,067	147,700	147,700	150,650
107	SALARIES & WAGES-LABOR	530,477	557,600	591,600	638,400
109	SALARIES & WAGES-OVERTIME	99,315	75,000	75,000	75,000
113	EDUCATION/CERTIFICATE PAY	1,200	3,600	3,600	3,600
114	LONGEVITY PAY	8,268	8,550	8,550	9,600
120	FICA & MEDICARE EXPENSE	56,708	53,450	53,450	60,400
122	T.M.R.S. RETIREMENT EXPENSE	157,699	129,600	129,600	135,100

<i>PERSONNEL SERVICES Totals</i>	<u>989,733</u>	<u>975,500</u>	<u>1,009,500</u>	<u>1,072,750</u>
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*CONTRACTUAL*

213	CONSULTING FEES	48,611	50,000	211,200	50,000
231	SERVICE MAINTENANCE CONTRACTS	124,867	205,000	205,000	209,950

Notes:	Increase in Services
<p>\$1,200 for Bluebeam (New Item) Software for editing blueprints          \$200 increase XC2 maintenance and support renewal for FOG management software          \$600 increase in Generator Maintenance          \$2,950 increase for Cityworks Public Asset Management shared by the Water and Streets Divisions of Public Works.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237	UNIFORM SERVICE	8,911	14,700	14,700	14,700
240	EQUIPMENT REPAIRS	31,431	32,000	32,000	32,000
242	EQUIPMENT RENTAL & LEASE	920	10,000	10,000	10,000
246	VEHICLE REPAIRS	33,604	25,000	33,500	33,500

Notes:	Vehicle Repairs Cost Increase
<p>\$8,500 Over the past few years, wastewater has exceeded the vehicle repair budget.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

279	INDUSTRIAL PRE-TREATMENT	54,182	83,150	76,400	93,650
282	LIFT STATION MAINTENANCE	55,342	201,250	201,250	201,250
284	SEWER LINE REPAIR & RPCMT	123,545	347,100	347,100	342,350
285	SQUABBLE TREATMENT PLANT	592,963	602,750	650,750	622,000
286	BUFFALO CREEK TREATMENT PLANT	1,024,018	1,766,400	1,766,400	1,484,400
292	REGIONAL WASTEWATER SYSTEM	3,414,659	3,843,000	3,643,000	3,503,900

<i>CONTRACTUAL Totals</i>	<u>5,513,052</u>	<u>7,180,350</u>	<u>7,191,300</u>	<u>6,597,700</u>
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Fund	Department	Division
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*SUPPLIES*

301	OFFICE SUPPLIES	886	1,500	1,500	1,500
323	SMALL TOOLS	19,313	25,000	25,000	25,000
325	SAFETY SUPPLIES	9,032	11,400	11,400	17,200

<b>Notes:</b>	Arc Flash Protective Equipment
\$5,760 - Work on or near energized, or potentially energized equipment, threatens employees with danger from electric shock and arc flash. To protect themselves from injury, or even death, workers should wear Personal Protective Equipment (PPE) as their last line of defense. Reference: NFPA-70E Standard for electrical safety in the workplace.	
CITY MANAGER'S COMMENTS: Approved	

331	FUEL & LUBRICANTS	44,313	42,000	42,000	44,000
333	CHEMICALS	300	7,900	7,900	7,900
341	CONSTRUCTION & REPAIR SUPPLIES	40,457	89,000	89,000	89,000
347	GENERAL MAINTENANCE SUPPLIES	16,213	16,250	16,250	16,250
385	LIFT STATION SUPPLIES	13,025	22,600	22,600	22,600

<i>SUPPLIES Totals</i>	143,540	215,650	215,650	223,450
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	2,105	2,150	2,150	2,700
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<b>Notes:</b>	Increase in dues
\$550 Water and wastewater license renewals	
CITY MANAGER'S COMMENTS: Approved	

415	RECRUITING EXPENSES	418	-	-	-
430	TUITION & TRAINING	6,707	8,500	8,500	10,700

<b>Notes:</b>	Increase
\$1,900 Production Technicians NFPA arc flash training	
CITY MANAGER'S COMMENTS: Approved	

436	TRAVEL	766	3,800	3,800	3,800
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<i>OPERATIONS Totals</i>	9,995	14,450	14,450	17,200
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*UTILITIES*

501	ELECTRICITY	86,291	93,000	108,000	95,000
507	CELLULAR TELEPHONE	10,069	10,500	10,500	10,500

Fund	Department	Division
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
<i>UTILITIES Totals</i>	96,360	103,500	118,500	105,500

*CAPITAL*

621 FIELD MACHINERY & EQUIPMENT	-	281,350	281,350	251,600
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Notes:	Equipment and Generators
<p>\$223,000 for on site generators at lift stations located at - Justin, Community, Soroptimist</p> <p>Currently, the City has 41 lift stations, with 28 having fixed generators for standby power. The City's current standards require all new lift stations to have standby power in case electrical power is lost. To protect the health and safety of the residents and lessen the chances of harming personal property and the environment, we are requesting to add three generators this year.</p> <p>\$28,600 - Cat Model 301.8 Mini Hydraulic Excavator</p> <p>This mini excavator will allow access to water and sewer lines in the rear of the property in Lake Rockwall Estates without the need to remove the property owner's fence. This unit can be transported on existing flatbed trailers by service trucks.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

623 VEHICLES	-	401,100	401,100	30,000
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Notes:	Replacement Vehicles
<p>\$30,000 1/2 ton truck with safety lights and toolboxes, extended cab. The new vehicle will replace a 2006 1/2 ton truck with 132,154 miles. The 2006 truck has had \$6,860 in repairs this year.</p> <p>\$144,000 -12-Yard Dump Truck to replace a 19-year-old 2001 5-yard dump truck with 30,625 miles. The new dump truck will pull the backhoe trailer and backhoe to and from job sites as well as loads of excavated dirt, asphalt, and concrete to dump area. If approved, the 2001 dump truck would be utilized by Parks and Recreation. Currently, Parks and Recreation are using a 97-model dump truck that was decommissioned from the Water Division.</p> <p>Currently, the wastewater division has two 5-yard dump trucks. When repairing sewer lines, often the dirt removed from the hole cannot be stockpiled next to the trench because it would impede traffic requiring the crew to remove the spoils from the job site. Over the past few years, the city has significantly expanded, adding to the distance that the driver must travel to dump the load. When the dirt is wet, the truck cannot be loaded as heavy, requiring more trips to offload. When available, the wastewater division uses the water division's 12-yard dump truck as well to speed up the process.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Pickup truck is Approved, Dump Truck is Disapproved</p>	

<i>CAPITAL Totals</i>	-	682,450	682,450	281,600
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<b>SEWER OPERATIONS Totals</b>	<b>6,752,680</b>	<b>9,171,900</b>	<b>9,231,850</b>	<b>8,298,200</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 17, 2020  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$6,429,002,080 and includes senior values of \$748,503,956 and new improvements of \$170,048,282. The certified value reflects an increase of 6.29% over the prior year of which 2.81% is from new values.

A tax rate of 37.33 cents per hundred dollars of assessed value was used to prepare the 2020-21 Proposed Annual Budget.

The City's debt service rate is calculated to be 15.46 cents and the proposed operations rate would be 21.87 cents for a proposed combined rate of 37.33 cents per hundred dollars of assessed value. A penny on the tax rate generates \$642,900. Our No New Revenue Tax Rate is 37.33 cents and the Voter Approval Rate is 37.3910 cents.

*No New Revenue Rate (formerly known as the Effective Rate)* – is the rate needed to collect the same tax dollars as FY20.

*Voter Approval Rate* – is the rate above which the City would need to hold an election to ratify the tax rate. This would generate over 3.5% more for maintenance and operations.

### Debt Issuance

As presented, the proposed budget anticipates issuance of \$27 million in new voter-approved debt during the fiscal year. These are for construction dollars to finalize the 2012 bond election road projects and construction costs for the first several 2018 bond election projects. We will also be able to refinance some outstanding debt for interest savings which is driven by the low interest rates in the market at this time. The projected savings is more than 16% and we are expected to see interest costs as low as 1.24% when we sell the new money bonds.

## **Public Hearings and Rate Adoption**

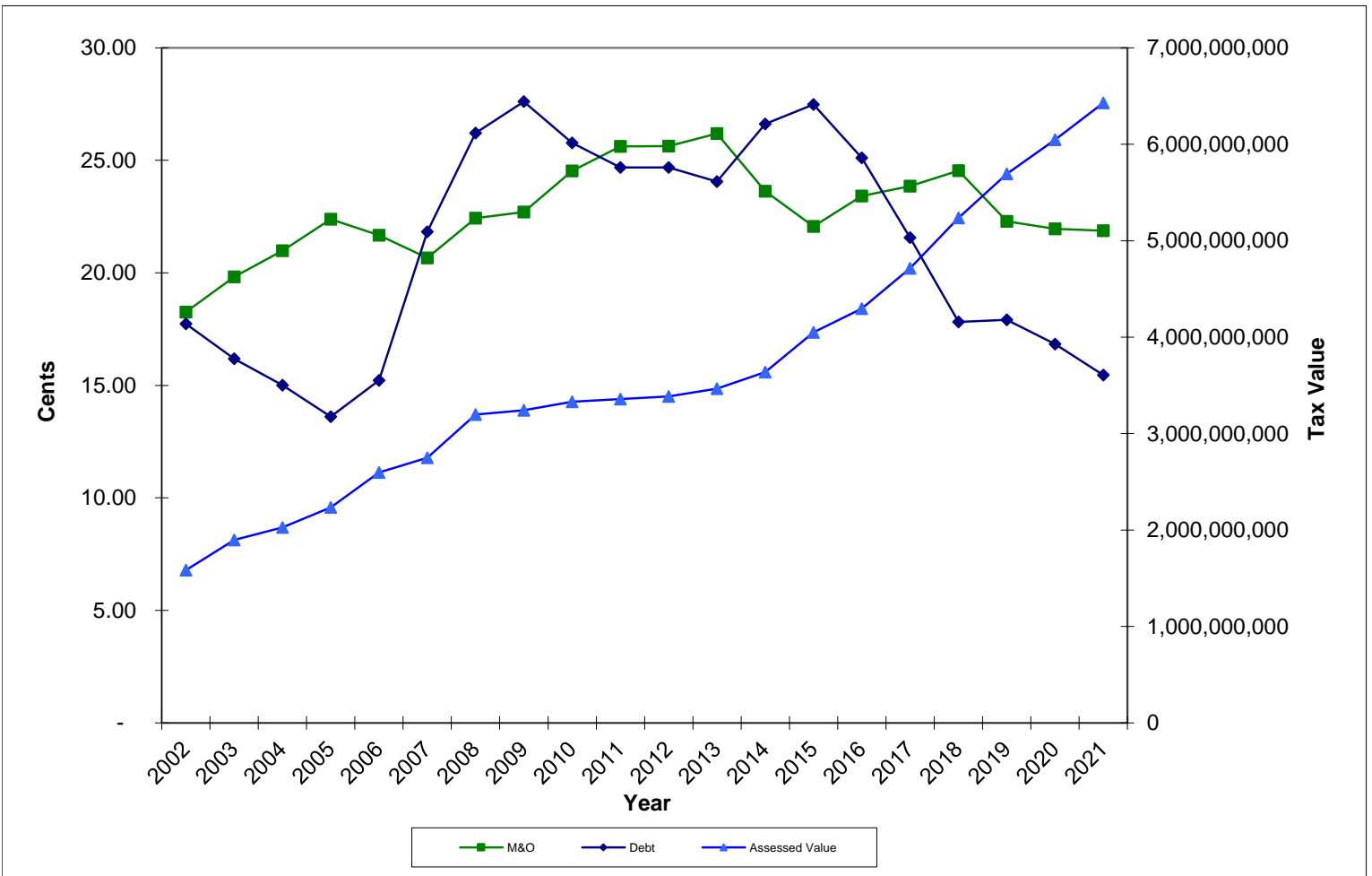
The Truth in Taxation procedures requires one public hearing if the tax rate increases revenue by an amount over the amount calculated as the No New Revenue rate. The proposed tax rate of 37.33 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 8th Council meeting and will be advertised as such. Adoption of the tax rate and budget will be included on the September 21st Council agenda.



## Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	NNR Rate	Voter Approval Rate
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.3700	55.0200
2015	4,050,756,693	11.35%	22.07	27.48	49.55	99.44%	49.5500	51.9800
2016	4,297,271,069	6.09%	23.42	25.11	48.53	99.56%	48.5300	49.3800
2017	4,714,674,107	9.71%	23.86	21.57	45.43	99.40%	45.4345	45.4373
2018	5,238,256,063	11.11%	24.54	17.82	42.36	99.50%	42.3671	42.3729
2019	5,693,209,277	8.69%	22.29	17.92	40.21	99.70%	40.2197	43.8897
2020	6,048,494,054	6.24%	21.9590	16.84	38.7990	99.86%	38.7990	40.8528
2021	6,429,002,080	6.29%	21.8700	15.46	37.3300	98.00%	37.3302	37.3910



## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	10,740,738	10,311,150	10,561,150	10,063,800
Total Expenditures	9,388,481	10,381,500	10,373,500	10,775,450
Excess Revenues Over (Under) Expenditures	1,352,257	(70,350)	187,650	(711,650)
Net Other Financing Sources (Uses)	-	-	(1,250,650)	-
Net Gain (Loss)	1,352,257	(70,350)	(1,063,000)	(711,650)
Fund Balance - Beginning	3,277,957	3,312,355	4,630,214	3,567,214
Fund Balance - Ending	4,630,214	3,242,005	3,567,214	2,855,564

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	161,916	100,000	75,000	30,000
4100	Current Taxes	9,798,019	9,741,150	9,741,150	9,563,800
4105	Delinquent Taxes	67,501	70,000	95,000	70,000
4110	Penalty & Interest	77,490	50,000	50,000	50,000
4674	Roadway Impact Fees	635,812	350,000	600,000	350,000
Total Revenues		10,740,738	10,311,150	10,561,150	10,063,800

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Other Financing Sources				
Developer Contributions	-			
Total Other Financing Sources	-	-	-	-
Other Financing Uses				
Transfer to Fire Equipment	-	-	1,250,650	-
Total Other Financing Uses	-	-	1,250,650	-
Net Other Financing Sources (Uses)	-	-	(1,250,650)	-

**SUMMARY OF EXPENDITURES****Fund**

04 Debt Service

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Debt Service	9,388,481	10,381,500	10,373,500	10,775,450
Total Expenditures	9,388,481	10,381,500	10,373,500	10,775,450

## LONG TERM DEBT

Fund	Department	Division
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
750	Admin. Fees	10,250	20,000	12,000	12,000
752	Bonds - Principal	5,520,000	6,229,500	6,229,500	6,689,500
754	Bonds - Interest	2,854,111	3,298,800	3,298,800	3,241,450
768	Certificates - Principal	715,000	570,000	570,000	590,000
770	Certificates - Interest	289,120	263,200	263,200	242,500
Total Debt Service		9,388,481	10,381,500	10,373,500	10,775,450



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 17, 2020  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$129,681,444, resulting in a captured value of \$111,853,404. This is a valuation increase of 31.6% due primarily to the partial value on the ground for the Harbor Urban Condos on January 1. Taxes on the captured value are revenues to the Zone. The City has committed 100% of taxes on the captured value to the TIF. City property taxes to the Zone should total \$417,550.

100% of the City's sales tax generated in the TIF is revenue to the zone. FY2020 has seen extremely difficult times for the sales tax payers at the Harbor. For the first 5 months of the fiscal year sales taxes increased by 13.82% over the same period in the prior year but the following 5 months saw decreases of 42.6% compared to that same period in FY2020. Sales taxes projections for fiscal year 2020 have been amended down and the overall 3% reduction in sales tax used for the General Fund is applied to that lowered amount as well.

The bond sales for the Harbor improvements issued in 2009 and 2011 are eligible for refinancing in the next few months which will serve to lower the interest payments by at least 16% based on current market rates. This will lower debt service payments in 2021 and the remaining years of the debt.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	739,696	739,750	763,450	724,400
Total Expenditures	947,166	1,147,600	1,147,600	792,500
Excess Revenues Over (Under) Expenditures	(207,470)	(407,850)	(384,150)	(68,100)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(207,470)	(407,850)	(384,150)	(68,100)
Fund Balance - Beginning	854,276	766,398	646,806	262,656
Fund Balance - Ending	646,806	358,548	262,656	194,556



## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	-	-	-	-
4100	Current Taxes	369,843	382,400	382,400	417,550
4105	Delinquent Taxes	7,392	-	-	-
4150	Sales Taxes	305,794	306,950	265,000	257,050
4155	Beverage Sales Taxes	56,668	35,000	35,000	35,000
4680	Developers Contribution	-	15,400	81,050	14,800
Total Revenues		739,696	739,750	763,450	724,400

**SUMMARY OF EXPENDITURES****Fund**

05 Harbor Debt Service

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Debt Service	950,973	1,147,600	1,147,600	792,500
Total Expenditures	947,166	1,147,600	1,147,600	792,500

LONG TERM DEBT	
<b>Fund</b>	
05 Harbor Debt Service	

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
768	Certificates - Principal	660,000	880,000	880,000	590,000
770	Certificates - Interest	287,166	267,600	267,600	202,500
Total Debt Service		947,166	1,147,600	1,147,600	792,500

## SUMMARY OF OPERATIONS

**Fund**

10 Cemetery

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	7,216	8,500	11,000	8,500
Total Expenditures	3,092	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	4,124	(1,500)	1,000	(1,500)
Fund Balance - Beginning	77,460	75,960	81,584	82,584
Fund Balance - Ending	81,584	74,460	82,584	81,084

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	1,491	-	-	-
4720	Cemetery Receipts	5,200	7,000	9,500	7,000
4722	Registration & Permit Fees	525	1,500	1,500	1,500
Total Revenues		7,216	8,500	11,000	8,500

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Contractual	3,092	10,000	10,000	10,000
Capital	-	-	-	-
Total	3,092	10,000	10,000	10,000

**Fund**

10 Cemetery

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	3,092	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	<u>3,092</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<b>CEMETERY FUND Totals</b>	<b>3,092</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	86,835	73,500	67,700	65,400
Total Expenditures	172,681	56,900	55,650	58,000
Excess Revenues Over (Under) Expenditures	(85,846)	16,600	12,050	7,400
Net Other Financing Sources (Uses)	35,500	(13,200)	(13,200)	-
Net Gain (Loss)	(50,346)	3,400	(1,150)	7,400
Fund Balance - Beginning	108,284	65,984	57,939	56,789
Fund Balance - Ending	57,939	69,384	56,789	64,189



## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	2,183	100	100	-
4054	Donations - Police Activities	1,499	1,000	1,000	1,000
4058	Donations - Fire	3,140	-	1,200	-
4070	Donations - Silent Partners	7,578	1,000	1,000	-
4415	Court Security Fee	14,165	15,000	15,000	15,000
4420	Technology Fee	18,846	20,000	16,000	16,000
4425	Child Safety Fines	7,657	8,000	5,000	5,000
4520	Gun Range M&O	31,767	28,400	28,400	28,400
Total Revenues		86,835	73,500	67,700	65,400

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Other Financing Sources				
Reserves Transfer In				
From General Fund	73,000	-	-	-
<b>Total Other Financing Sources</b>	<b>73,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	37,500	13,200	13,200	-
<b>Total Other Financing Uses</b>	<b>37,500</b>	<b>13,200</b>	<b>13,200</b>	<b>-</b>
Net Other Financing Sources (Uses)	35,500	(13,200)	(13,200)	-

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Contractual	93,060	53,400	53,400	53,400
Operational	10,020	3,500	2,250	4,600
Capital Outlay	69,600	-	-	-
Total Expenditures	172,681	56,900	55,650	58,000

**Fund**

11 Public Safety

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
<i>CONTRACTUAL</i>				
208 EMERGENCY SERVICES CORP	50,096	33,400	33,400	28,400
231 SERVICE MAINTENANCE CONTRACTS	42,965	20,000	20,000	25,000
<i>CONTRACTUAL Totals</i>	<u>93,060</u>	<u>53,400</u>	<u>53,400</u>	<u>53,400</u>
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	-	1,000	250	1,000
430 TUITION & TRAINING	1,340	1,000	-	1,000
463 DONATIONS EXPENSE -FIRE	2,349	-	100	-
464 CERT EXPENSES	1,589	500	1,600	1,600
466 SILENT PARTNERS PROGRAM	4,743	1,000	300	1,000
<i>OPERATIONS Totals</i>	<u>10,020</u>	<u>3,500</u>	<u>2,250</u>	<u>4,600</u>
<i>CAPITAL</i>				
624 POLICE EQUIPMENT	69,600	-	-	-
<i>CAPITAL Totals</i>	<u>69,600</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>PUBLIC SAFETY FUNDS Totals</b>	<b>172,681</b>	<b>56,900</b>	<b>55,650</b>	<b>58,000</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	1,158,564	791,250	846,850	748,000
Total Expenditures	609,960	531,950	381,400	879,500
Excess Revenues Over (Under) Expenditures	548,604	259,300	465,450	(131,500)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	548,604	259,300	465,450	(131,500)
Fund Balance - Beginning	205,017	215,018	753,621	1,219,071
Fund Balance - Ending	753,621	474,318	1,219,071	1,087,571

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	10,878	6,250	4,400	1,000
4050	Donations	44,600	42,000	11,000	42,000
4250	Recreation Program Fees	200,554	200,000	45,000	165,000
4252	RBSL Revenues	280,766	248,000	106,200	245,000
4256	Rib Rub Revenues	1,665	15,000	5,000	10,000
4480	Tower Leases	2,000	-	-	-
4500	Grant Proceeds	-	-	393,250	-
4680	Developer Contributions	356,754	-	-	-
4700	Takeline Concessions	219,598	250,000	250,000	250,000
4750	Land Lease Revenues	41,750	30,000	32,000	35,000
Total Revenues		1,158,564	791,250	846,850	748,000

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Contractual	377,158	296,950	184,100	288,000
Supplies	22,532	167,000	167,000	210,000
Operations	34,473	52,000	6,000	52,000
Capital Outlay	175,797	16,000	24,300	329,500
Total Expenditures	609,960	531,950	381,400	879,500

**Fund****12 Recreation Development**

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	104,465	3,000	41,150	3,000
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<b>Notes:</b>	Amended
<p>\$38,150 was approved by Council for the 2020-2030 Park and Open Space Master Plan that was required for the City of Rockwall to be eligible for TP&amp;W grants and give the department guidance for the future development of parks. The 2010-2020 Master Plan expires in 2020, so this had to be completed this budget year, but was not included in the 2019-2020 budget.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

233 ADVERTISING	24,174	30,000	7,000	30,000
235 BANK CHARGES	15,065	20,000	10,000	20,000
239 RECREATION CONTRACT	96,418	80,000	50,000	80,000
245 POOL REPAIR & MAINTENANCE	-	18,950	18,950	10,000

<b>Notes:</b>	Pool Repairs
<p>\$10,000 Pool repairs, maintenance and upgrades to equipment at both public pools. This request is due to aging infrastructure and unforeseen issues that may arise during pool season.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

260 ATHLETIC PROGRAMS	137,035	145,000	57,000	145,000
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<i>CONTRACTUAL Totals</i>	377,158	296,950	184,100	288,000
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*SUPPLIES*

341 ATHLETIC PROGRAM SUPPLIES	-	141,000	141,000	175,000
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<b>Notes:</b>	New Projects
<p>\$30,000 is requested for Phase II and the final phase of scoreboard replacements at Leon Tuttle Athletic Complex fields 4,5,6,7. The current scoreboards are out of warranty and repairs are very expensive. Electrical issues and controller issues have been occurring at a higher rate over the last 2 years.</p> <p>\$45,000 is requested for a pond aerator at Myers large pond. This request is not only for aesthetics, but for Algae growth reduction.</p> <p>\$100,000 Funding is requested to install a small coffer dam and explore and repair a 8" pipe ruptured under water that feeds water fall feature by Cinemark theater. The line is still supplying about 50% of the flow to the water fall feature at this time, but when the line completely ruptures we will be required to take that feature out of operation.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	



**Fund****12 Recreation Development**

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
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360	ATHLETIC PROGRAM SUPPLIES	18,359	20,000	20,000	20,000
391	RECREATION PROGRAM SUPPLIES	4,173	6,000	6,000	15,000

<b>Notes:</b>	Neighborhood Fishing Program
\$9,000 is requested in new funding for a neighborhood fishing program for stocking multiple fish varieties at Fox Chase, Myers, Phelps and Emerald Bay ponds. Fishing has become very popular over the last few years and we run the risk of over fishing our ponds, if we don't replenish stock.	
CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	22,532	167,000	167,000	210,000
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*OPERATIONS*

406	SPECIAL EVENTS	30,273	42,000	-	42,000
406	RIB RUB EXPENSES	4,201	10,000	6,000	10,000

<i>OPERATIONS Totals</i>	34,473	52,000	6,000	52,000
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*CAPITAL*

610	FURNITURE & FIXTURES	-	16,000	16,000	16,000
633	INFRASTRUCTURE IMPROVEMENT	-	-	-	275,000

<b>Notes:</b>	2nd Pickle Ball Court
\$275,000 The Pickle Ball Court is very popular and interest in the sport is growing. We would like to install a second lighted Court in another location. Parking is important so an appropriate site will have to include room for several parking spaces.	
We propose to look at several locations in the City and discuss with the adjoining neighborhood the suitability before a final determination on location is reached.	
CITY MANAGER'S COMMENTS: Approved	

**Fund**

12 Recreation Development

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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643 PLAYGROUND EQUIPMENT	175,797	-	8,300	38,500
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Notes:	Amended / New
<p>\$8,500 is requested as amended funding for unexpected picnic table purchases for a project at Leon Tuttle Athletic Complex. This project originally called for the re-use of an existing playground that would not fit due to fall zone issues. It was decided to convert the area into a outdoor picnic area.</p> <p>\$31,500 is requested as new funding for the resurfacing of the the splashground / playground surfaces at The Park at Hickory Ridge, Myers Park and The Park at Foxchase. The surface have faded, cracked and are starting to grow algae requiring regular bleaching and cleaning for safety reasons.</p> <p>7,000 is requested as new funding for purchase of additional canopy screen for a project at Leon Tuttle Athletic Complex. We installed a sun screen on the west side of the canopy for sun glare in the evenings, but realized it serves as a safety barrier for foul balls under the canopy and we need to install the screen on the other three sides for safety.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<i>CAPITAL Totals</i>	175,797	16,000	24,300	329,500
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<b>RECREATION Totals</b>	<b>609,960</b>	<b>531,950</b>	<b>381,400</b>	<b>879,500</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	63,580	4,000	4,000	1,000
Total Expenditures	-	20,850	20,850	-
Excess Revenues Over (Under) Expenditures	63,580	(16,850)	(16,850)	1,000
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	63,580	(16,850)	(16,850)	1,000
Fund Balance - Beginning	411,035	383,835	474,615	457,765
Fund Balance - Ending	474,615	366,985	457,765	458,765

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	7,476	4,000	4,000	1,000
4818	Pro-Rata - Road Projects	56,104	-	-	-
Total Revenues		63,580	4,000	4,000	1,000

**SUMMARY OF EXPENDITURES****Fund**

14 Street Improvements

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Capital Outlay	-	20,850	20,850	-
Total Expenditures	-	20,850	20,850	-

<b>Fund</b> 14 Street Improvement
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G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
<i>CAPITAL</i>				
633 INRASTRUCTURE IMPROVEMEN	-	20,850	20,850	-
<i>CAPITAL Totals</i>	-	20,850	20,850	-
<b>STREET IMPROVEMENT FUND Totals</b>	-	20,850	20,850	-

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	62,655	71,250	254,700	68,750
Total Expenditures	109,762	65,200	1,513,650	62,200
Excess Revenues Over (Under) Expenditures	(47,107)	6,050	(1,258,950)	6,550
Net Other Financing Sources (Uses)	-	-	1,250,650	-
Net Gain (Loss)	(47,107)	6,050	(8,300)	6,550
Fund Balance - Beginning	221,919	146,769	174,813	166,513
Fund Balance - Ending	174,813	152,819	166,513	173,063

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	4,405	3,000	3,000	500
4500	Grant Proceeds	-	-	183,450	-
4535	County Fire Calls	58,250	68,250	68,250	68,250
Total Revenues		62,655	71,250	254,700	68,750



## SUMMARY OF OPERATING TRANSFERS

**Fund**

16 Fire Operations

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Other Financing Sources				
Operating Transfers In				
From Debt Service Fund	-	-	1,250,650	-
<b>Total Other Financing Sources</b>	-	-	1,250,650	-
Net Other Financing Sources (Uses)	-	-	1,250,650	-

**SUMMARY OF EXPENDITURES****Fund**

16 Fire Equipment Fund

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Supplies	5,614	11,000	7,000	11,000
Capital Outlay	104,148	54,200	1,506,650	51,200
Total Expenditures	109,762	65,200	1,513,650	62,200

**Fund**

16 Fire Equipment

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
<i>SUPPLIES</i>				
377 VOLUNTEER SERVICES	5,614	11,000	7,000	11,000
<i>SUPPLIES Totals</i>	<u>5,614</u>	<u>11,000</u>	<u>7,000</u>	<u>11,000</u>
<i>CAPITAL</i>				
603 BUILDINGS	-	-	201,800	-
617 RADIO EQUIPMENT	-	3,000	3,000	-
621 FIELD MACHINERY & EQUIPMENT	82,279	51,200	51,200	51,200
650 FIRE EQUIPMENT	21,868	-	1,250,650	-
<i>CAPITAL Totals</i>	<u>104,148</u>	<u>54,200</u>	<u>1,506,650</u>	<u>51,200</u>
<b>FIRE EQUIPMENT FUND Totals</b>	<b>109,762</b>	<b>65,200</b>	<b>1,513,650</b>	<b>62,200</b>

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	80,602	49,150	49,150	66,400
Total Expenditures	92,644	37,350	36,850	60,750
Excess Revenues Over (Under) Expenditures	(12,042)	11,800	12,300	5,650
Net Other Financing Sources (Uses)	10,000	-	-	-
Net Gain (Loss)	(2,042)	11,800	12,300	5,650
Fund Balance - Beginning	40,467	816	38,425	50,725
Fund Balance - Ending	38,425	12,616	50,725	56,375

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	181	-	-	-
4500	Grant Proceeds	47,483	12,150	12,150	36,900
4680	Developer Contributions	3,000	-	-	-
4750	Land Lease	25,708	30,000	30,000	25,000
4752	F.B.O. Lease	4,230	7,000	7,000	4,500
Total Revenues		80,602	49,150	49,150	66,400

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Other Financing Sources				
Operating Transfers In				
From General Fund	10,000	-		-
<b>Total Other Financing Sources</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Other Financing Sources (Uses)	10,000	-	-	-

**SUMMARY OF EXPENDITURES****Fund**

17 Airport Special Revenue

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Contractual	7,513	14,050	14,050	13,950
Supplies	1,051	1,500	1,500	1,500
Operational	83,069	19,800	19,800	43,800
Utilities	1,011	2,000	1,500	1,500
Total Expenditures	92,644	37,350	36,850	60,750

**Fund**

17 Aviation

<b>G/L Account</b>	<b>2019 Actual Amount</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 City Manager Approved</b>
<i>CONTRACTUAL</i>				
227 INSURANCE-REAL PROPERTY	913	1,000	1,000	1,000
229 INSURANCE-LIABILITY	608	500	500	500
240 EQUIPMENT REPAIRS	4,916	4,500	4,500	4,500
242 EQUIPMENT RENTAL & LEASE	-	250	250	250
244 BUILDING REPAIRS	1,076	2,500	2,500	2,500
246 VEHICLE REPAIRS	-	5,000	5,000	5,000
280 STATE PERMITS	-	300	300	200
<i>CONTRACTUAL Totals</i>	<u>7,513</u>	<u>14,050</u>	<u>14,050</u>	<u>13,950</u>
<i>SUPPLIES</i>				
339 FUEL TANK REPAIRS	850	1,000	1,000	1,000
341 CONSTRUCTION & REPAIR SUPPLIES	201	500	500	500
<i>SUPPLIES Totals</i>	<u>1,051</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>



<b>Fund</b> 17 Aviation
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G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
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*OPERATIONS*

409 GRANT MATCHING	83,069	19,800	19,800	43,800
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<b>Notes:</b>	<b>RAMP Grant Program</b>
<p>\$13,800 RAMP Projects are reimbursed 50/50.</p> <p>\$800 AWOS - Automated Weather Observation System Connection to the FAA Flight Services and the National Weather Service.</p> <p>\$6,000 AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with DBT</p> <p>\$5,000 Tree Trimming on south approach.</p> <p>\$2,000 Herbicide treatment for runway and taxiways:</p> <p>In addition, the City qualifies for \$30,000 of CARES act funding from TxDOT Aviation. We propose to use the funds, which do not require any local match, to make hangar pavement improvements. This will allow us to open up several more hangars for lease.</p> <p><b>CITY MANAGER COMMENTS: Approved</b></p>	

	<i>OPERATIONS Totals</i>	83,069	19,800	19,800	43,800
<i>UTILITIES</i>					
501 ELECTRICITY		1,011	2,000	1,500	1,500
	<i>UTILITIES Totals</i>	1,011	2,000	1,500	1,500

<b>AVIATION FUND Totals</b>	<b>92,644</b>	<b>37,350</b>	<b>36,850</b>	<b>60,750</b>
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## SUMMARY OF OPERATIONS

**Fund**

18 Recycling

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	2,344	-	800	-
Total Expenditures	3,840	5,000	3,850	3,850
Excess Revenues Over (Under) Expenditures	(1,496)	(5,000)	(3,050)	(3,850)
Net Other Financing Sources (Uses)	-	(50,000)	(50,000)	(50,250)
Net Gain (Loss)	(1,496)	(55,000)	(53,050)	(54,100)
Fund Balance - Beginning	108,657	105,157	107,161	54,111
Fund Balance - Ending	107,161	50,157	54,111	11

## SUMMARY OF REVENUES

**Fund**

18 Recycling

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4001	Interest Earnings	2,344	-	800	-
Total Revenues		2,344	-	800	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Other Financing Uses				
Operating Transfers Out To Water Sewer Fund	-	50,000	50,000	50,250
Total Other Financing Sources	-	(50,000)	(50,000)	(50,250)
Net Other Financing Sources (Uses)	-	(50,000)	(50,000)	(50,250)

**SUMMARY OF EXPENDITURES****Fund**

18 Recycling

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operational	3,840	5,000	3,850	3,850
Total Expenditures	3,840	5,000	3,850	3,850

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	10,000	10,000	10,000	10,000
Total Expenditures	1,776	14,000	14,000	12,500
Excess Revenues Over (Under) Expenditures	8,224	(4,000)	(4,000)	(2,500)
Net Gain (Loss)	8,224	(4,000)	(4,000)	(2,500)
Fund Balance - Beginning	14,996	12,496	23,220	19,220
Fund Balance - Ending	23,220	8,496	19,220	16,720

**SUMMARY OF REVENUES****Fund**

24 Downtown Fund

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4050	Donations	10,000	10,000	10,000	10,000
Total Revenues		10,000	10,000	10,000	10,000

**SUMMARY OF EXPENDITURES****Fund**

24 Downtown Fund

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Contractual	1,073	5,000	5,000	5,000
Supplies	703	2,500	2,500	2,500
Operational	-	6,500	6,500	5,000
Total Expenditures	1,776	14,000	14,000	12,500



<b>Fund</b> 24 Downtown Improvement
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G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
<i>CONTRACTUAL</i>				
293 GRANT PROGRAM	1,073	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	<u>1,073</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<i>SUPPLIES</i>				
347 GENERAL MAINTENANCE SUPPLIES	703	2,500	2,500	2,500
<i>SUPPLIES Totals</i>	<u>703</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	-	2,500	2,500	2,500
469 PROMOTION EXPENSE	-	4,000	4,000	2,500
<i>OPERATIONS Totals</i>	<u>-</u>	<u>6,500</u>	<u>6,500</u>	<u>5,000</u>
<b>DOWNTOWN IMPROVEMENT Totals</b>	<b>1,776</b>	<b>14,000</b>	<b>14,000</b>	<b>12,500</b>

- 5 ADMIN293

- 5 ADMIN347

- 5 ADMIN406

- 5 ADMIN469

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	123,682	-	76,000	-
Total Expenditures	75,525	48,200	150,550	10,000
Excess Revenues Over (Under) Expenditures	48,157	(48,200)	(74,550)	(10,000)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	48,157	(48,200)	(74,550)	(10,000)
Fund Balance - Beginning	272,053	297,003	320,210	245,660
Fund Balance - Ending	320,210	248,803	245,660	235,660

**SUMMARY OF REVENUES****Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
4550	Seizure Revenue	123,682	-	76,000	-
Total Revenues		123,682	-	76,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Contractual	3,654	-	-	-
Supplies	-	16,600	46,100	-
Operational	19,000	20,000	20,000	10,000
Capital	52,871	11,600	84,450	-
<b>Total Expenditures</b>	<b>75,525</b>	<b>48,200</b>	<b>150,550</b>	<b>10,000</b>

<b>Fund</b>
26 Seized Funds

G/L Account	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2021 City Manager Approved
<i>CONTRACTUAL</i>				
218 COURT COSTS FOR SEIZED FUNDS	2,650	-	-	-
231 SERVICE MAINTENANCE CONTRACTS	1,004	-	-	-
<i>CONTRACTUAL Totals</i>	<u>3,654</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>SUPPLIES</i>				
321 UNIFORMS	-	-	29,500	-
376 CANINE EXPENSE	-	16,600	16,600	-
<i>SUPPLIES Totals</i>	<u>-</u>	<u>16,600</u>	<u>46,100</u>	<u>-</u>
<i>OPERATIONS</i>				
451 CONFIDENTIAL FUNDS	19,000	20,000	20,000	10,000
<i>OPERATIONS Totals</i>	<u>19,000</u>	<u>20,000</u>	<u>20,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
610 FURNITURE & FIXTURES	-	4,000	4,000	-
612 COMPUTER EQUIPMENT	-	7,600	80,450	-
623 VEHICLES	27,787	-	-	-
624 POLICE EQUIPMENT	25,084	-	-	-
<i>CAPITAL Totals</i>	<u>52,871</u>	<u>11,600</u>	<u>84,450</u>	<u>-</u>
<i>OPERATING TRANSFERS</i>				
<i>OPERATING TRANSFERS Totals</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>SEIZED FUNDS - NARCOTICS Totals</b>	<b>75,525</b>	<b>48,200</b>	<b>150,550</b>	<b>10,000</b>

<b>Notes:</b>	Uniform
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Summer uniforms
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CITY MANAGER'S COMMENTS: Approved
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City of Rockwall  
*The New Horizon*

## CITY OF ROCKWALL, TEXAS MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Shawn Yerks  
Director, Human Resources

**DATE:** August 17, 2020

**SUBJECT:** City's Health & Welfare Programs

### General Overview

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

### Health Care Cost Summary

As the chart below indicates, the City had experienced a continued rise in healthcare claims and costs since the 2014 plan year, but overall claims costs have decreased since the move to Cigna due to improved network access and discounts. Based on paid claims through June 2020, it is projected that the 2020 claim expense will be lower than the 2019 expense.

#### History of Claims Cost:

Cal. Year	Claims Cost	Annual Cost PEPPY	# of EEs @ YR End
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240
2017	\$2,143,055	\$8,607	249
2018	\$2,000,568	\$8,099	247
2019	\$1,793,897	\$6,795	264

### Prescription Benefits Plan

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. However, based on paid claims data for 2019, costs have increased by +5% when compared to 2018 but this is below the normal trend of +8% to +14% annually. Much of this increase is due to the introduction of costly Specialty drugs to treat serious conditions that have become more prevalent. While the results are promising, the City will need to continue to review both plan and formulary changes to drive improved decision-making by employees to choose lowest cost drugs where available.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%

2015	\$594,363	-5%
2016	\$741,688	24.8%
2017	\$662,776	-10.6%
2018	\$662,906	0.0%
2019	\$698,900	+5.0%

Note: Claims cost does not include Admin Fees.

### Administrative Fees

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

For 2020, the estimated fees paid annually to Cigna for these services are:

- *Cigna Administrative fees* - \$619,148

Stop Loss insurance premiums for large individual claims continues to be one of the biggest challenges that all employers face due to the inherent uncertainty of these claims, the fact that employers now have unlimited Lifetime Maximums, and that few carriers are in the market which insure these claims. Municipal employers have additional challenges due to the presence of certain high-risk employee groups, and the presence of potential retirees.

### Healthcare Reform

The City has historically paid additional fees related to the *Affordable Care Act (Healthcare Reform)*, which is required. For 2019, the estimated fees paid were:

- *Patient Centered Outcomes Research Institute (PCORI) Fee* - \$1,498 annually.

These fees were budgeted in the 2019 funding rates, but paid in July of 2020.

The PCORI fee was expected to end in 2020, but was extended for an indefinite period of time.

### Pre-65 Retiree Insurance

In May of 2018, Pre-65 Retiree Health Insurance benefits were offered to eligible employees. Since that time, five employees have retired and elected coverage. TMLIEBP typically announces the new rates in September. Rates did not increase for plan year 2020 but we anticipate an increase for plan year 2021. Please be advised, that a steady increase in expenses is expected as rates increase and tenured employees retire.



## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Total Revenues	864,183	988,500	1,146,000	1,020,000
Total Expenditures	4,017,534	4,116,750	4,116,750	4,220,850
Operating Income (Loss)	(3,153,351)	(3,128,250)	(2,970,750)	(3,200,850)
Non-Operating Revenues	58,204	25,000	33,000	10,000
Non-Operating Income (Loss)	58,204	25,000	33,000	10,000
Net Income (Loss) Before Transfers	(3,095,147)	(3,103,250)	(2,937,750)	(3,190,850)
Net Transfers In (Out)	3,150,000	3,060,000	3,060,000	3,060,000
Net Income (Loss)	54,853	(43,250)	122,250	(130,850)
Retained Earnings - Beginning	1,052,453	1,229,556	1,107,306	1,229,556
Retained Earnings - Ending	1,107,306	1,186,306	1,229,556	1,098,706

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Revenues					
4019	Miscellaneous	28,000	21,000	21,000	21,000
4840	Retiree Premiums	32,371	32,500	35,000	39,000
4850	Employee Contributions	851,690	915,000	940,000	940,000
4860	Stop Loss Reimbursements	(47,878)	20,000	150,000	20,000
Total Operating Revenues					1,020,000
Non-Operating Revenues					
4001	Interest Earnings	58,204	25,000	33,000	10,000
Total Non-Operating Revenues					10,000
Total Revenues					1,030,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Transfers In				
From General Fund	2,500,000	2,250,000	2,250,000	2,250,000
From Water & Sewer Fund	900,000	810,000	810,000	810,000
Total Operating Transfers In	3,400,000	3,060,000	3,060,000	3,060,000
Operating Transfers Out				
To Workers Compensation Fund	250,000	-	-	-
Total Operating Transfers Out	250,000	-	-	-
Net Operating Transfers In (Out)	3,150,000	3,060,000	3,060,000	3,060,000

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Expenses				
Operations	4,017,534	4,116,750	4,116,750	4,220,850
Total Expenditures	4,017,534	4,116,750	4,116,750	4,220,850

**Fund****31 Employee Benefits**

<b>ACCOUNT</b>	<b>2019 Actual Expense</b>	<b>2020 Adopted Budget</b>	<b>2020 Amended Budget</b>	<b>2021 Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	4,284	5,000	5,000	5,000
440 ADMINISTRATION FEES	166,693	192,500	192,500	182,900
441 REINSURANCE PREMIUMS	474,556	530,000	530,000	599,450
442 PAID HEALTH CLAIMS	3,243,093	3,250,000	3,210,000	3,250,000
443 LIFE INSURANCE PREMIUMS	44,944	34,000	34,000	34,000
448 RETIREE INSURANCE PREMIUMS	83,964	105,250	145,250	149,500
<b>Operational TOTAL . . . . .:</b>	<b>4,017,534</b>	<b>4,116,750</b>	<b>4,116,750</b>	<b>4,220,850</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>4,017,534</b>	<b>4,116,750</b>	<b>4,116,750</b>	<b>4,220,850</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Shawn Yerks  
Director, Human Resources

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

**DATE:** August 17, 2020

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$100,000 per occurrence, with an aggregate exposure of \$300,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, job specific safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TMLIRP.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs*. In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

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

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

### Workers' Compensation Claims Activity by Fiscal Year

Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
16/17	302	28	34	29	\$ 9,675	216	\$ 49,051	\$ 3,112	\$ 0	\$ 66,572	\$ 4,772	\$ 58,425
17/18	302	22	65	87	\$18,582	297	\$ 59,529	\$ 4,674	\$ 0	\$109,774	\$20,086	\$ 89,688
18/19	303	30	32	50	\$16,099	222	\$ 37,411	\$ 0	\$ 0	\$ 50,309	\$12,328	\$ 37,981
19/20	304	42	27	70	\$35,888	174	\$ 27,844	\$ 270	\$ 0	\$ 54,084	\$17,478	\$ 36,606

The City has achieved great results over the majority of the past 25 years in managing claim costs.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Non-Operating Revenues	14,293	1,000	3,500	1,000
Operating Expenses	144,661	274,000	202,000	263,600
Operating Income (Loss)	(130,368)	(273,000)	(198,500)	(262,600)
Net Transfers In (Out)	485,000	235,000	235,000	235,000
Net Income (Loss)	354,632	(38,000)	36,500	(27,600)
Retained Earnings - Beginning	335,223	726,356	689,856	726,356
Retained Earnings - Ending	689,856	688,356	726,356	698,756

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Non-Operating Revenues					
4001	Interest Earnings	13,793	500	3,000	500
4019	Miscellaneous	500	500	500	500
Total Non-Operating Revenues		14,293	1,000	3,500	1,000
Total Revenues		14,293	1,000	3,500	1,000



## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operating Transfers In				
From General Fund	180,000	180,000	180,000	180,000
From Water & Sewer Fund	55,000	55,000	55,000	55,000
From Employee Benefits Fund	250,000	-	-	-
Net Operating Transfers In (Out)	485,000	235,000	235,000	235,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensatio

	Actual 18-19	Budgeted 19-20	Amended 19-20	Proposed 20-21
Operational	144,661	274,000	202,000	263,600
Total Operating Expenses	144,661	274,000	202,000	263,600
Total Expenditures	144,661	274,000	202,000	263,600

**Fund**

32 Worker's Compensation

ACCOUNT	2019 Actual Expense	2020 Adopted Budget	2020 Amended Budget	2021 Manager Approved
<b>40 Operational</b>				
431 SAFETY TRAINING	(1,013)	1,000	1,000	1,000
440 ADMINISTRATION FEES	69,545	68,000	56,000	57,600
444 PAID LOSSES	48,267	125,000	65,000	125,000
446 SAFETY INCENTIVES	25,483	75,000	75,000	75,000
447 DRUG TESTING	2,380	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>144,661</b>	<b>274,000</b>	<b>202,000</b>	<b>263,600</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>144,661</b>	<b>274,000</b>	<b>202,000</b>	<b>263,600</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager

**FROM:** Jeffrey Widmer, Director of Building Inspections and Code Enforcement

**DATE:** July 15, 2020

**SUBJECT:** Population Estimates

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COG reported our 1/1/2020 population as 45,010. In keeping with adopted policy, we have calculated the population estimate for 1/1/2021. We averaged 32 single family permits per month from 1/1/20 – 5/31/20. Typically we have taken a conservative approach and assumed we will continue to issue the same average number of permits for the remainder of the calendar year but this seems too aggressive for this year. For example, the months of April and May were only 22 and 27 permits each. Using this premise, we will estimate year end to be about 300 single family permits issued. COG recognizes 2.897 residents per single family dwelling and an occupancy factor of .967 in the City of Rockwall. Additionally, Florence at the Harbor Condos received certificate of occupancy on 240 units in Spring 2020 and reports 60% occupancy at this date. SWBC will have at least one phase ready in 2020 as well. COG recognizes 1.835 residents per multi-family unit with an occupancy rate of .951.

1/1/21 COG Population Estimate	45,010	
300 X 2.897 X .967 =	840	Single family
280 X 1.835 X .951 =	<u>488</u>	Multi-family
1/1/21 Population Estimate	46,340	

**Using this methodology the City 1/1/2021 population will be 46,340.**

## Budget History

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Tax Rates	0.4865	0.5031	0.5031	0.5031	0.5031	0.5025	0.5025	0.4955	0.4853	0.4543	0.4236	0.4021	0.387990	0.373300
Total Taxable Value	3,197,045,052	3,242,344,081	3,329,794,624	3,357,317,663	3,387,038,427	3,467,380,383	3,637,881,664	4,050,756,693	4,314,158,274	4,714,674,107	5,238,256,063	5,693,209,277	6,048,494,454	6,429,002,080
General Fund Budget	20,468,100	21,246,900	21,875,300	22,157,700	22,910,450	24,348,250	25,959,500	26,277,550	28,810,600	34,044,150	36,066,050	37,905,500	39,048,300	39,127,400
Outstanding General Debt	93,980,362	108,604,822	104,146,784	111,523,746	108,740,708	114,002,670	107,859,632	100,860,000	99,065,000	92,940,000	86,900,000	79,805,000	73,115,000	97,500,000
Population Estimated	31,386	32,103	35,050	36,810	38,586	38,755	40,008	40,929	41,519	42,270	43,750	44,110	45,010	46,340
# Employees/Thousand	7.76	7.97	7.33	6.95	6.63	6.57	6.56	6.49	6.49	6.56	6.41	6.70	6.72	6.53
Employee Levels														
General Fund														
Administration														
City Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Asst.City Manager	1	1	1	1	1	2	2	2	2	2	2	2	2	2
City Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Receptionist/Secretary	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Executive Secretary	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Assistant to the City Mgr.	1	1	1	1	1	---	---	---	---	---	---	---	---	---
AA II/Emerg Mgmt Coord	1	---	---	---	---	---	---	---	---	---	---	---	---	---
Management Analyst	1	1	1	---	---	---	---	---	---	---	---	---	---	---
Asst to City Secretary	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Main Street Manager	---	---	---	---	---	---	1	1	1	1	1	1	1	1
	6	6	6	5	5	6	7	7	7	7	7	7	7	7
Administrative Services														
Director of Admin Svcs	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR Supervisor	1	1	1	1	1	1	1	1	1	---	---	---	---	---
Organizational Development										1	1	1	1	1
HR Specialist/Analyst	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Administrative Secretary	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Receptionist/Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	5	5	5	5	5	5	5	5	5	5	5	5	5	5
Internal Operations														
Internal Operations Directo	---	---	---	---	---	1	1	1	1	1	1	1	---	---
Facilities Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1
PIO/Marketing Manager									1	1	1	1	1	1
Network Administrator	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Network Technician	---	---	---	---	---	1	1	1	1	1	1	2	2	2
Building Maint. Technician	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Secretary/Coordinator	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Lead Custodian									2	2	2	2	2	2
Custodian	6	6	6	6	6	6	6	6	4	4	4	4	4	4
	11	11	11	11	11	14	14	14	15	15	15	16	15	15
Finance														
Director	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Senior Accountant	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Purchasing Agent	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Accounting/Payroll	2	2	2	2	2	2	2	2	2.5	2.5	2.5	2.5	2.5	2.5
Inventory Control Clerk	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Network Technology Analy	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Network Technician	1	1	1	1	1	---	---	---	---	---	---	---	---	---

## Budget History

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Court	8	8	8	8	8	5	5	5	5.5	5.5	5.5	5.5	5.5	5.5
Court Administrator	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Deputy Clerk	3	3	3	3	3	3	4	4	4	4	4	4	4	4
	4	4	4	4	4	4	5	5	5	5	5	5	5	5
Fire														
Fire Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Assistant Fire Chief										1	1	1	1	1
Fire Marshal/Asst Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Senior Fire Inspector									---	1	1	1	1	1
Fire Inspector	3	3	3	3	3	3	3	3	3	2	2	2	2	2
Coordinator	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Administrative Asst.	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Batalion Chief	---	1	1	1	1	1	1	1	1	---	---	1	1	1
Captain	---	3	3	3	3	3	3	3	3	3	3	6	9	9
Driver/Operator	2	6	6	6	6	8	12	15	15	18	18	15	12	12
Firefighter	---	---	---	---	---	---	---	---	---	---	---	6	9	9
	10	17	17	17	17	19	23	26	26	29	29	36	39	39
Police														
Administration														
Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Asst. Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Captain	---	---	---	---	---	---	---	---	---	1	1	1	1	1
Lieutenant	3	3	3	3	3	4	4	4	4	4	4	4	4	4
Personnel Sgt	---	---	---	---	---	1	1	1	---	---	---	---	---	---
Clerical	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	6	6	6	6	6	8	8	8	7	8	8	8	8	8
Dispatch														
Manager	---	---	---	---	1	1	1	1	1	1	---	---	---	---
Supervisor	1	1	1	1	---	---	---	2	2	2	3	3	3	3
Comm. Spec.	10	11	11	11	11	11.5	13	11	12	12	12	12	12	12
	11	12	12	12	12	12.5	14	14	15	15	15	15	15	15
Patrol														
Sergeant	6	6	6	6	6	6	6	7	8	8	8	8	7	7
Patrol	42	43	43	42	44	46	46	45	43	43	44	43	42	42
	48	49	49	48	50	52	52	52	51	51	52	51	49	49
CID														
Sergeant	1	1	1	2	2	2	2	2	2	2	2	2	3	3
Investigator	4.50	4.50	4.50	5	5	5	5	5	6	6	6	6	6	6
Investigator - Narcotics/Dej	---	1	1	2	2	2	2	2	2	2	2	2	4	4
Records/Property Mgr.	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Records/Evid. Tech	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Records Clerk/Recep	---	---	---	---	---	---	---	---	---	---	---	---	---	---
PSO/Crime Scene Tech.	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	7.50	8.50	8.50	11	11	11	11	11	12	12	12	12	15	15
Community Services														
Sergeant	1	1	1	1	1	1	1	1	1	1	1	2	2	2
Patrol Officer/SRO	4	4	5	5	4	4	6	6	6	6	6	9	9	9
Patrol Officer/Crime Prev.	1	1	1	1	1	1	1	1	2	2	2	2	2	2
Patrol Officer/DARE	---	---	---	---	---	---	---	---	---	---	---	---	---	---
	6	6	7	7	6	6	8	8	9	9	9	13	13	13
Warrants														
Warrant Officer	2	2	2	1.5	1.5	1.5	1.5	1.5	2	2	2	2	2	2
Warrants Clerk	1	1	1	1	1	1	1	1	1	1	1	1	1	1

## Budget History

[illegible]

## Budget History

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
	5.5	6	6	6	6	5	6	6	6	6	6	6	6	6
<b>Animal Services</b>														
Supervisor	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Crew Leader	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Officer	5	5	5	5	5	2	2	2	2	2	2	2	2	2
Shelter Attendant	2	2	2	2	2	---	---	---	---	---	---	---	---	---
	8	8	8	8	8	3	3	3	3	3	3	3	3	3
<b>Streets</b>														
Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Field Supervisor	---	---	---	---	---	---	---	---	---	1	1	2	2	2
Equip. Operator II	2	2	2	2	2	2	2	2	2	3	3	3	3	3
Equip. Operator I	1	1	1	1	1	1	1	1	1	---	---	---	---	---
Crew Leader	2	2	2	2	2	2	2	2	2	2	2	1	1	1
Maint. Worker	5	5	5	5	5	5	3	3	3	3	3	3	3	3
Sign Technician	---	---	---	---	---	---	2	2	2	2	2	2	2	2
	11	11	11	11	11	11	11	11	11	12	12	12	12	12
<b>Engineering</b>														
Engineer/P.W. Director	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Assistant City Engineer	---	---	---	---	---	1	1	1	1	1	---	---	---	---
Civil Engineer	---	---	---	---	---	---	1	1	1	1	2	2	2	2
Engineer II	2	2	2	2	2	1	---	---	---	---	---	---	---	---
Technician/Designer	1	1	1	1	1	1	1	1	1	---	---	---	---	---
Construction Coordinator	1	---	---	---	---	---	---	---	---	---	---	---	---	---
Dev. Serv. Coord.	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Public Serv. Coord	1	---	---	---	---	---	---	---	---	---	---	---	---	---
Inspector	5	5	5	5	5	5	5	5	5	5	5	5	5	5
	12	10	10	10	10	10	10	10	10	9	9	9	9	9
<b>Total General Fund</b>	<b>207.50</b>	<b>217</b>	<b>218</b>	<b>218</b>	<b>219</b>	<b>220.50</b>	<b>228.50</b>	<b>232.50</b>	<b>236.50</b>	<b>241.50</b>	<b>242.50</b>	<b>254.50</b>	<b>260.50</b>	<b>260.50</b>



## Budget History

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
<b>Water and Sewer Fund</b>														
<b>Utility Billing</b>														
Util. Billing Supervisor	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Field Supervisor	---	---	---	---	---	---	---	---	---	1	1	1	1	1
Billing Clerk/Cust.Serv.Rep.	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Cashier/Cust.Serv.Rep.	1	1	1	1	1	1	2	2	2	2	2	2	2	2
Meter Reader	4	4	4	4	4	4	4	4	4	3	3	3	3	3
Cashier/AP Clerk	1	1	1	1	1	1	---	---	---	---	---	---	---	---
	8	8	8	8	8	8	8	8	8	8	8	8	8	8
<b>Water Operations</b>														
Water/WWV Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Superintendent	1	1	1	1	---	---	---	---	---	---	---	---	---	---
Operations Mgr/Field Supe	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sr. Production Technician	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Production Technician II	1	1	1	1	1	1	1	---	---	---	---	---	---	---
Production Technician I	1	1	1	1	1	1	1	1	1	1	1	2	2	2
Equip.Operator	1	1	1	1	1	1	1	1	1	1	1	1	2	2
Crew Leader	1	1	1	1	1	1	1	1	1	1	2	2	2	2
Fire Hydration Tech	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Maint. Worker	4	5	5	5	5	4	4	4	4	4	4	4	4	4
Meter Technician	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Backflow Prev. Coord.	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Water Quality Tech	1	1	1	1	1	1	1	1	1	2	2	2	2	2
Public Works Coord	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Conservation Coord	---	1	1	1	1	---	---	---	---	---	---	---	---	---
	14	17	17	17	16	14	14	14	14	15	16	17	18	18
<b>Sewer Operation</b>														
Operations Mgr/Field Supe	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Production Tech Field Supe	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Production Technician III	2	2	2	2	2	2	2	2	2	2	2	3	3	3
Equip. Operator II	1	1	1	1	1	1	1	1	1	2	2	2	2	2
Crew Leader	1	1	1	1	1	1	1	1	1	2	2	2	2	2
Maint. Worker	6	6	6	6	6	5	5	4	4	4	4	5	5	5
FOG Agent	---	---	---	---	---	---	---	---	---	---	1	1	1	1
Infiltration Tech.	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	12	13	13	13	13	12	12	11	11	13	14	16	16	16
<b>Total Water/Sewer</b>	<b>34</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>37</b>	<b>34</b>	<b>34</b>	<b>33</b>	<b>33</b>	<b>36</b>	<b>38</b>	<b>41</b>	<b>42</b>	<b>42</b>
<b>Special Crimes Unit</b>														
Sergeant	1	1	1	---	---	---	---	---	---	---	---	---	---	---
Patrol Officer	1	---	---	---	---	---	---	---	---	---	---	---	---	---
<b>Total Special Crimes Unit</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>
<b>Total Employees</b>	<b>243.50</b>	<b>256.00</b>	<b>257.00</b>	<b>256.00</b>	<b>256.00</b>	<b>254.50</b>	<b>262.50</b>	<b>265.50</b>	<b>269.50</b>	<b>277.50</b>	<b>280.50</b>	<b>295.50</b>	<b>302.50</b>	<b>302.50</b>