



# **Annual Budget**

## **2020-2021**

# *City of Big Spring*

*2020-21*

## *Proposed Budget*

*for the Fiscal Year  
October 1, 2020 – September 30, 2021*

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### **City Council**

**Shannon D. Thomason, Mayor**

Camilla Strande, Mayor Pro Tem      Raul Marquez, Council Member

Doug Hartman, Council Member      Terry McDaniel, Council Member

Gloria McDonald, Council Member      Jim DePauw, Council Member

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Todd Darden, City Manager

John Medina, Assistant City Manager

Donald Moore, CPA, Director of Finance



### ***MISSION STATEMENT***

To effectively serve the citizens of Big Spring and to safeguard the public trust through efficient management and through the equitable allocation of community resources.

### ***Vision Statement***

To provide quality service levels that addresses the growing needs of the community over time. To achieve this, it is necessary to acquire needed tools through planning as well as to preserve current resources through careful budget and program monitoring.

## City of Big Spring, Texas

### The Adopted Annual Budget for October 1, 2020 to September 30, 2021

Tax Rate	Adopted FY 2020-21	Adopted FY 2019-20
Adopted Property Tax Rate	.717300	.743800
No New Revenue Rate (Effective Rate 2019-20)	.717300	.702176
M & O Tax Rate	.601130	.613511
Sales Tax Adjusted Voter Approval Rate (Rollback Rate 2019-20)	.754710	.743808
De minimis Rate	1.005906	n/a
Debt Service Rate	.116170	.130289

The total amount of municipal debt obligations secured by property taxes for the City of Big Spring is \$9,440,950.

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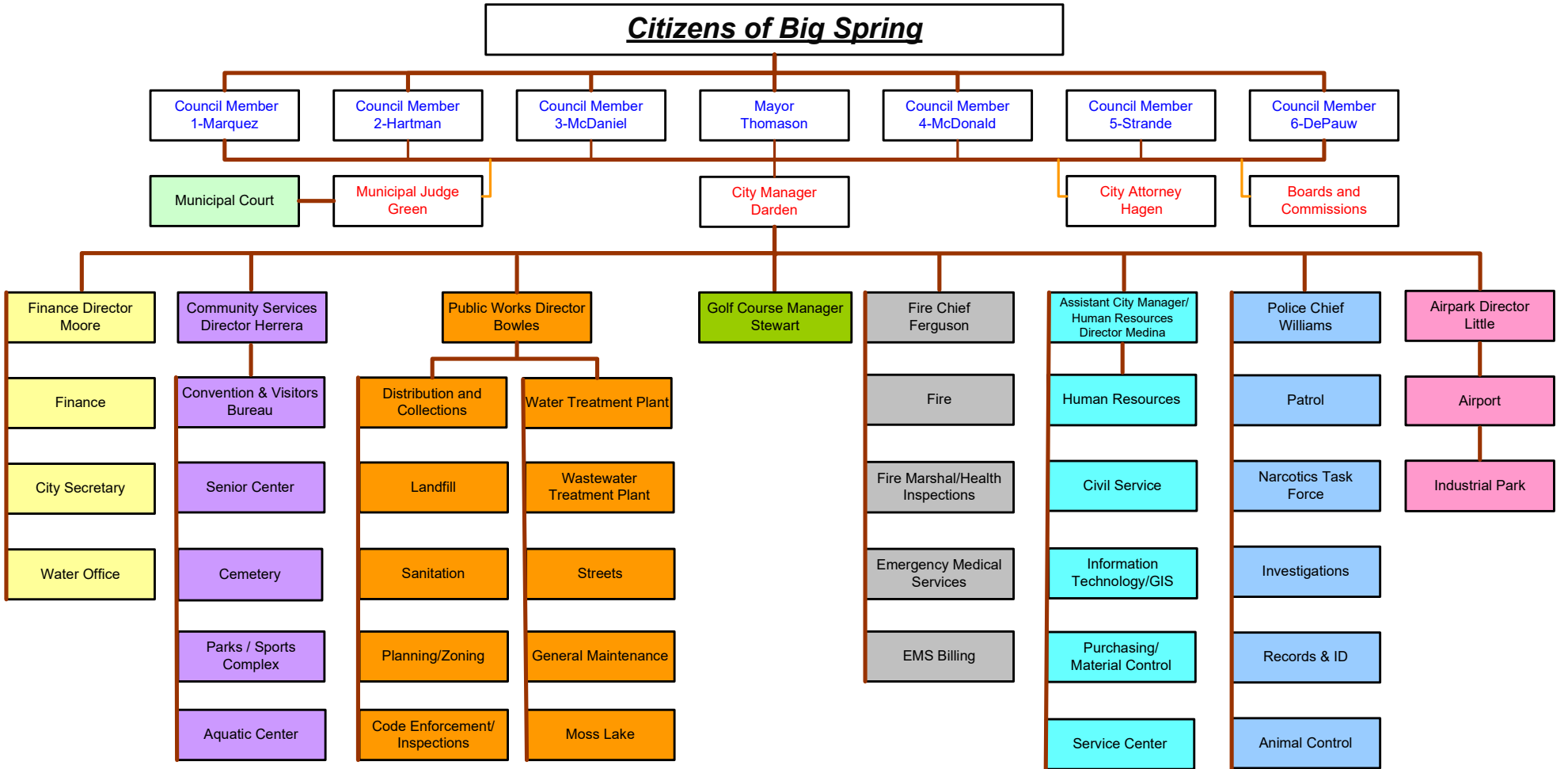
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**2020-21 Budget Summary**

Unrestricted Fund Balances on Modified Accrual Basis

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Fund	002	110	130	140	142	160	170	180	182	405	410	430	440	445	505	510	515	625
	Gen. Fund	Hotel/Mot.	College F.	Court Secur.	Court Tech.	Senior Cent	PEG	Fed. Forfeit	State Forfeit	Water & Sewer	Airpark	EMS	Landfill	Sanitation	Serv Center	Health Ins	WorkComp	Cemetery
2019-20 Proposed						2019-20										2019-20		
Beg. Unrestricted Fund Bal	12,416,712	901,726	23,408	1,811	21,423	57,945	216,515	(161,332)	13,491	6,367,446	7,704,803	(219,510)	1,576,149	1,677,669	(3,699)	329,378	290,241	46,655
Ordinary Revenues:																		
General Revenues	19,713,973	1,346,022	17,200	4,212	11,250	14,370	49,500	2	100	14,059,465	1,469,730	2,425,659	1,858,630	3,718,800	47,400	2,803,870	544,272	47,575
Transfers In						326,000				625,720		900,000	1,200,000			200,000		94,000
Grants / Other	1,515,280	99,915				80,050			1,600		167,382	322,819		-				
Ordinary Expenses																		
General Expenses	(19,895,842)	(1,201,278)	(3,664)	(4,900)	(12,948)	(410,772)	(4,343)		-	(11,882,643)	(2,072,292)	(3,343,716)	(1,611,169)	(3,105,821)	(39,590)	(2,802,647)	(216,680)	(148,389)
Transfers Out	(1,941,720)		-											(1,200,000)			(200,000)	
Change in Fund Bal - Ordinary	(608,309)	244,659	13,536	(688)	(1,698)	9,648	45,157	2	1,700	2,802,542	(435,180)	304,762	1,447,461	(587,021)	7,810	201,223	127,592	(6,814)
Non-Ordinary Revenues																		
Oil Lease Bonus/Royalty	845,567										770,000							
Grants/Other										-								
New Debt - Leases	282,139									-	-	-	120,000	-	-			62,500
Non Ordinary Expense																		
Other Projects/Capital	(2,162,542)	(339,000)			(16,703)		(50,000)	-	-	(2,789,891)	(1,991,000)	(305,398)	(7,350,963)	(460,000)				-
Capital Purchases Lease	(282,139)					-							(120,000)	-	-			(62,500)
Change in Fund Bal - Non-Ordinary	(1,316,975)	(339,000)	-	-	(16,703)	-	(50,000)	-	-	(2,789,891)	(1,221,000)	(305,398)	(7,350,963)	(460,000)	-	-	-	-
Total Revenues	22,356,959	1,445,937	17,200	4,212	11,250	420,420	49,500	2	1,700	14,685,185	2,407,112	3,648,478	3,178,630	3,718,800	47,400	3,003,870	544,272	204,075
Total Expenses	(24,282,243)	(1,540,278)	(3,664)	(4,900)	(29,651)	(410,772)	(54,343)	-	-	(14,672,534)	(4,063,292)	(3,649,114)	(9,082,132)	(4,765,821)	(39,590)	(2,802,647)	(416,680)	(210,889)
Total Net Change	(1,925,284)	(94,341)	13,536	(688)	(18,401)	9,648	(4,843)	2	1,700	12,651	(1,656,180)	(636)	(5,903,502)	(1,047,021)	7,810	201,223	127,592	(6,814)
<b>2019-20 Ending Fund Bal</b>	<b>10,491,428</b>	<b>807,385</b>	<b>36,944</b>	<b>1,123</b>	<b>3,022</b>	<b>67,593</b>	<b>211,672</b>	<b>(161,330)</b>	<b>15,191</b>	<b>6,380,097</b>	<b>6,048,623</b>	<b>(220,146)</b>	<b>(4,327,353)</b>	<b>630,648</b>	<b>4,111</b>	<b>530,601</b>	<b>417,833</b>	<b>39,841</b>
Fund	002	110	130	140	142	160	170	180	182	405	410	430	440	445	505	510	515	625
	Gen. Fund	Hotel/Mot.	College F.	Court Secur.	Court Tech.	Senior Cent	PEG	Fed. Forfeit	State Forfeit	Water & Sewer	Airpark	EMS	Landfill	Sanitation	Serv Center	Health Ins	WorkComp	Cemetery
<b>2020-21 Proposed</b>	<b>2020-21</b>																	
Beg. Unrestricted Fund Bal	10,491,428	807,385	36,944	1,123	3,022	67,593	211,672	(161,330)	15,191	6,380,097	6,048,623	(220,146)	(4,327,353)	630,648	4,111	530,601	417,833	39,841
Ordinary Revenues:																		
General Revenues	18,801,663	1,125,710	15,200	4,010	6,580	15,570	49,000	1	50	13,655,800	1,261,200	2,536,150	1,873,630	3,618,600	49,000	2,678,270	544,272	78,000
Transfers In						245,000				-		1,060,000	400,000			200,000		71,500
Grants / Other	425,300	1,000				84,000			2,000		25,000	-		-				
Ordinary Expenses																		
General Expenses	(18,703,920)	(1,198,194)	(14,158)	(4,900)	(300)	(393,355)	(9,451)		-	(12,198,192)	(2,086,668)	(3,475,273)	(1,447,097)	(3,087,761)	(37,047)	(3,328,647)	(219,680)	(160,439)
Transfers Out	(1,375,000)		-											(400,000)			(200,000)	
Change in Fund Bal - Ordinary	(851,957)	(71,484)	1,042	(890)	6,280	(48,785)	39,549	1	2,050	1,457,608	(800,468)	120,877	826,533	130,839	11,953	(450,377)	124,592	(10,939)
Non-Ordinary Revenues																		
Oil Lease Bonus/Royalty	500,000										400,000							
Grants/Other										-								
New Debt - Leases	-									-	20,000	51,000	-	603,000	-			-
Non Ordinary Expense																		
Other Projects/Capital	(1,012,500)	-	-	-	-	-	(16,144)	-	-	(4,343,228)	(1,934,000)	-	(2,236,115)	-				-
Capital Purchases Lease	-	-	-	-	-	-	-	-	-	-	(20,000)	(51,000)	-	(603,000)	-	-	-	-
Change in Fund Bal - Non-Ordinary	(512,500)	-	-	-	-	-	(16,144)	-	-	(4,343,228)	(1,534,000)	-	(2,236,115)	-	-	-	-	-
Total Revenues	19,726,963	1,126,710	15,200	4,010	6,580	344,570	49,000	1	2,050	13,655,800	1,706,200	3,647,150	2,273,630	4,221,600	49,000	2,878,270	544,272	149,500
Total Expenses	(21,091,420)	(1,198,194)	(14,158)	(4,900)	(300)	(393,355)	(25,595)	-	-	(16,541,420)	(4,040,668)	(3,526,273)	(3,683,212)	(4,090,761)	(37,047)	(3,328,647)	(419,680)	(160,439)
Total Net Change	(1,364,457)	(71,484)	1,042	(890)	6,280	(48,785)	23,405	1	2,050	(2,885,620)	(2,334,468)	120,877	(1,409,582)	130,839	11,953	(450,377)	124,592	(10,939)
<b>2020-21 Ending Fund Bal</b>	<b>9,126,971</b>	<b>735,901</b>	<b>37,986</b>	<b>233</b>	<b>9,302</b>	<b>18,808</b>	<b>235,077</b>	<b>(161,329)</b>	<b>17,241</b>	<b>3,494,477</b>	<b>3,714,155</b>	<b>(99,269)</b>	<b>(5,736,935)</b>	<b>761,487</b>	<b>16,064</b>	<b>80,224</b>	<b>542,425</b>	<b>28,902</b>

**GENERAL FUND - FUND 002**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-2021**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$10,147,630	\$12,416,712	\$10,491,428
<u>Receipts</u>			
General Property Taxes	6,235,620	6,365,520	6,388,500
General Sales Tax	8,160,162	7,000,000	6,000,000
Industrial Agreements & Taxes	102,828	108,000	108,000
Franchise Taxes	1,408,558	1,359,500	1,349,800
Permits and Licenses	390,390	444,750	417,730
Fines and Fees	272,479	179,703	213,735
Revenue From Property	539,063	591,533	353,750
Mineral Revenues	1,908,896	845,567	500,000
Revenue From Other Agencies	9,148	46,731	8,300
Recreation	559,554	733,400	872,100
Miscellaneous	469,220	402,682	527,950
Insurance Recovery	(4,292)	1,016,277	0
Administrative Fees	2,204,490	1,991,157	1,987,098
Correctional Center Revenue	1,050,565	990,000	1,000,000
Other Financing Sources	776,057	282,139	0
Total Receipts	24,082,737	22,356,959	19,726,963
<u>Other Incoming</u>			
Transfers from Other Funds	0	0	0
Spending of Committed Funds	1,650,800	0	0
Uncommitted Fund Balance Transfer	0	0	0
Total Current Receipts	25,733,537	22,356,959	19,726,963
<u>Expenditures</u>			
Personnel Services	13,008,561	12,871,248	13,063,799
Supplies and Materials	1,008,362	842,808	802,807
Maintenance of Land	1,140	4,750	2,250
Maintenance of Buildings	362,902	1,512,403	314,710
Maintenance of Equipment	975,398	921,226	796,599
Contractual Services	2,646,509	2,236,094	2,125,739
Miscellaneous Charges	725,463	665,409	892,804
Committed Fund Balance	26,000	0	0
Debt Service	928,469	841,904	705,212
Capital Outlay	2,375,717	2,444,681	1,012,500
Total Expenditures	22,058,521	22,340,523	19,716,420
<u>Transfers-Out</u>			
Transfers to Other Funds	1,405,933	1,941,720	1,375,000
Total Budgeted Expenditures	23,464,454	24,282,243	21,091,420
Increase (Decrease) in Fund Balance	2,269,082	(1,925,284)	(1,364,457)
Ending Fund Balance	\$12,416,712	\$10,491,428	\$9,126,971

**GENERAL FUND - FUND 002**  
**EXPENDITURES BY DEPARTMENT**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
110 City Council	142,739	108,455	146,926
120 Finance	627,918	643,885	633,787
130 City Manager	332,636	337,923	241,907
140 Information Technology	355,792	276,082	269,301
150 Legal	399,757	422,599	367,733
160 Human Resources	500,319	469,994	457,575
170 Special Projects - Demolition	0	50,000	50,000
190 Planning	163,376	60,251	0
200 Police	5,526,906	5,628,900	5,483,409
201 Narcotics Task Force	329,442	313,875	518,255
210 Fire	5,208,082	4,513,900	4,331,208
220 Municipal Court	325,092	304,325	326,590
230 Fire Marshal	182,086	209,400	146,057
240 Animal Control	346,903	298,182	312,493
300 Code Enforcement/Inspections	466,351	367,643	397,495
310 General Maintenance	135,913	139,297	79,299
320 Streets	2,249,714	2,895,740	2,254,205
370 Parks	493,046	470,261	446,804
375 Sports Complex	513,097	459,691	324,094
380 Aquatic Center	510,542	1,616,466	259,458
390 Golf Course	987,985	940,108	784,298
410 Moss Lake	24,989	33,434	29,744
420 City Hall	332,853	113,822	82,500
000 Non-Departmental	948,514	824,386	1,068,070
000 Committing Fund Balance	26,000	0	0
000 Debt Service	928,469	841,904	705,212
000 Transfers Out	1,405,933	1,941,720	1,375,000
<b>TOTAL</b>	<b>\$23,464,456</b>	<b>\$24,282,243</b>	<b>\$21,091,420</b>

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>40-FEES</u>							
4010	CURRENT TAX COLLECTIONS	5,733,757	6,088,340	5,908,465	6,120,000	6,120,000	0
4011	PENALTY & INTEREST CURR TAXES	52,928	40,000	52,614	70,000	65,000	5,000
4012	DELINQUENT TAXES	252,447	195,000	81,567	90,000	110,000	( 20,000)
4013	PENALTY & INTEREST DEL. TAXES	90,605	68,000	26,888	42,000	45,000	( 3,000)
4015	PENALTY & INTEREST SUPP. COLL.	3,494	3,500	3,520	3,520	3,500	20
4016	LEGAL FEES - TAXES	102,388	60,000	23,883	40,000	45,000	( 5,000)
4020	CITY SALES TAXES	8,160,162	7,700,000	4,562,071	7,000,000	6,000,000	1,000,000
4042	OCCUPATION TAXES	5,883	3,000	330	1,500	1,800	( 300)
4043	MIXED DRINK TAX	56,467	41,000	38,422	45,000	45,000	0
4046	BINGO TAX	45,066	14,000	21,930	30,000	30,000	0
4048	INDUSTRIAL AGREEMENT FEES	102,828	107,500	105,160	108,000	108,000	0
4050	GAS FRANCHISE	133,849	160,000	86,205	133,000	133,000	0
4051	ELECTRIC FRANCHISE	798,394	725,000	454,959	800,000	800,000	0
4052	TELEPHONE FRANCHISE	116,635	130,000	53,381	105,000	100,000	5,000
4054	CABLE TV FRANCHISE	<u>252,264</u>	<u>245,000</u>	<u>118,626</u>	<u>245,000</u>	<u>240,000</u>	5,000
TOTAL 40-FEES		15,907,167	15,580,340	11,538,022	14,833,020	13,846,300	986,720
<u>41-LICENSES &amp; PERMITS</u>							
4100	BUILDING PERMITS	74,543	70,000	73,193	90,000	75,000	15,000
4102	SIGN PERMITS	2,260	2,300	2,215	2,500	2,000	500
4103	ELECTRICAL PERMITS	15,306	12,000	7,324	9,000	7,000	2,000
4104	GAS PERMITS	2,258	3,000	3,680	4,800	4,500	300
4105	PLUMBING PERMITS	7,467	5,000	5,316	6,500	5,000	1,500

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
4106	PAVING CUT PERMITS	214,784	270,000	0	270,000	270,000	0
4107	CURB & SIDEWALK PERMITS	125	175	75	100	100	0
4109	POOL HALL PERMITS	200	150	0	0	100	( 100)
4110	RESTAURANT PERMITS	33,775	20,000	29,975	35,000	30,000	5,000
4112	OIL & GAS DRILLING PERMITS	4,000	1,000	2,125	2,500	800	1,700
4133	DOG LICENSE	22,120	25,000	11,570	16,000	16,000	0
4134	ANIMAL PERMITS	400	420	150	200	280	( 80)
4136	DEMOLITION PERMITS	1,000	700	650	700	500	200
4137	AMUSEMENT PERMITS	500	400	250	300	250	50
4141	ALCOHOL PERMIT - PARK	1,350	500	150	250	200	50
4143	MECHANICAL PERMITS	9,725	7,000	4,136	5,500	5,000	500
4144	OTHER PERMITS	<u>578</u>	<u>1,000</u>	<u>1,125</u>	<u>1,400</u>	<u>1,000</u>	400
TOTAL 41-LICENSES & PERMITS		390,390	418,645	141,934	444,750	417,730	27,020
4106 PAVING CUT PERMITS	PERMANENT NOTES: Charges to other companies and the Utility Fund for paving cuts.						
<u>42-GRANTS &amp; OTHER AGENCIES</u>							
4205-03	HOWARD COUNTY-EMERGENCY MNGT	1,500	1,500	1,500	1,500	1,500	0
4205-07	HNFO NOTIFICATION ALERT	3,599	3,600	3,600	3,600	3,600	0
4242	STATE REIMBURSEMENT-WILD FIRES	0	0	37,650	37,650	0	37,650
4246	TCOLE (LEOSE) TRAINING PD	4,049	4,100	3,296	3,296	3,200	96
4246-01	TCOLE (LEOSE) TRAIN FIRE&EMS	<u>0</u>	<u>0</u>	<u>685</u>	<u>685</u>	<u>0</u>	685
TOTAL 42-GRANTS & OTHER AGENCIES		9,148	9,200	46,731	46,731	8,300	38,431

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>43-GENERAL SALES/OTHER SERVICE</u>							
4302	ZONE CHANGE FEES	0	0	2,000	2,000	0	2,000
TOTAL 43-GENERAL SALES/OTHER SERVICE		0	0	2,000	2,000	0	2,000
<u>44-FINES &amp; FEES</u>							
4401	FINES	190,260	225,000	92,004	120,000	140,000	( 20,000)
4402	WARRANT FEES	5,418	8,000	2,913	3,500	4,000	( 500)
4403	SERVICE FEES	4,839	4,500	2,605	3,200	3,500	( 300)
4404	ANIMAL SHELTER FEES	9,751	12,000	7,430	8,000	9,500	( 1,500)
4405	COURT COSTS	9,365	11,000	6,018	8,000	8,500	( 500)
4406	DEFENSIVE DRIVING REQUESTS	990	1,000	370	600	900	( 300)
4407	DEFENSIVE DRIVING/DISMISSALS	3,100	4,500	1,070	1,800	3,000	( 1,200)
4410	MISCELLANEOUS COURT FEES	27,140	25,000	12,397	19,000	25,000	( 6,000)
4412	ARREST FEES MUNICIPAL COURT	8,268	9,500	3,858	6,000	7,000	( 1,000)
4413	ARREST FEES COUNTY	92	90	53	75	100	( 25)
4416	MUNICIPAL CT-PAYMENT PLAN FEES	4,866	6,200	2,654	4,200	4,500	( 300)
4418	IMPOUND FEES	5,670	9,000	45	500	4,000	( 3,500)
4419	TFC-LOCAL TRAFFIC FEE	2,721	3,000	1,335	1,800	2,500	( 700)
4420	LTPDF-LOCAL TRUANCY PREVENTION	0	0	1,153	1,000	1,200	( 200)
4421	LMJF-LOCAL MUNICIPAL JURY FUND	0	0	23	28	35	( 7)
TOTAL 44-FINES & FEES		272,479	318,790	133,928	177,703	213,735	( 36,032)

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>45-RECREATION</u>							
4500	GOLF GREEN FEES - MEMBERS	139,757	200,000	129,193	150,000	160,000	( 10,000)
4500-01	GOLF GREEN FEES - DAILY	125,772	150,000	101,688	170,000	200,000	( 30,000)
4501	GOLF COURSE TRAIL FEES	33,097	32,000	41,382	50,000	50,000	0
4502	POOL ADMITTANCE FEES	0	100,000	0	131,000	131,000	0
4502-01	AQUATIC CENTER RENTALS	0	12,000	0	0	1,750	( 1,750)
4502-02	POOL CONCESSION SALES	0	53,000	0	28,000	56,000	( 28,000)
4502-03	POOL PUNCH PASS REVENUE	0	2,700	0	1,300	2,600	( 1,300)
4502-04	LOCKER RENTAL/DEPOSITS	0	1,800	0	0	1,750	( 1,750)
4503	MOSS LAKE	24,048	28,000	761	6,000	28,000	( 22,000)
4504	GOLF CART SHED RENTALS	32,149	32,000	35,100	35,100	35,000	100
4507	GOLF CSE MERCHANDISE SALES	43,900	29,500	26,865	35,000	50,000	( 15,000)
4507-01	GOLF COURSE-CONCESSIONS	26,679	22,000	14,824	19,000	24,000	( 5,000)
4509	BALLFIELD RENTAL	2,705	20,000	4,835	11,000	15,000	( 4,000)
4510	GOLF CART RENTAL FEES	113,660	86,000	67,998	82,000	100,000	( 18,000)
4512	DRIVING RANGE FEES	<u>17,787</u>	<u>17,000</u>	<u>11,695</u>	<u>15,000</u>	<u>17,000</u>	( 2,000)
TOTAL 45-RECREATION		559,554	786,000	434,340	733,400	872,100	( 138,700)
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	<u>189,796</u>	<u>170,000</u>	<u>73,323</u>	<u>120,000</u>	<u>50,000</u>	70,000
TOTAL 46-INTEREST INCOME		189,796	170,000	73,323	120,000	50,000	70,000

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>47-PROPERTY</u>							
4701	PARKS RENTALS-PAVILION	21,404	21,000	12,912	20,000	21,000	( 1,000)
4702	AMPHITHEATER RENTAL	150	500	0	150	500	( 350)
4703	KBYG RENTAL	10,558	8,000	7,074	10,800	10,800	0
4704	TOWER LEASE REVENUE	38,804	39,000	26,619	38,200	39,000	( 800)
4707	MINERAL LEASE - ROYALTIES	1,560,396	1,400,000	564,664	715,000	500,000	215,000
4707-01	MINERAL LEASE - BONUS	348,500	0	60,319	130,567	0	130,567
4708	SALE OF SURPLUS PROPERTY	57,800	0	17,212	17,212	0	17,212
4708-01	SALE OF LAND	130,039	350,000	223,108	223,108	0	223,108
4709	LEASE OF LAND	156	0	312	468	450	18
4731	BUILDING RENTAL	29,553	29,553	19,702	29,553	30,000	( 447)
4734	LEASE REVENUE-CORRECTIONAL CEN	<u>250,600</u>	<u>252,042</u>	<u>168,028</u>	<u>252,042</u>	<u>252,000</u>	42
TOTAL 47-PROPERTY		2,447,959	2,100,095	1,099,951	1,437,100	853,750	583,350

4708-SALE OF LAND

CURRENT YEAR NOTES:

Potential Sale of:

Church

Acreage by State Hospital

Interstate Prison Property

4734 LEASE REVENUE-CORRECTIONAL CEN

PERMANENT NOTES:

Revenue from Cornell Corrections.

Airpark \$9,119.92 month = \$109,439.04 year

Flightline \$9,601.26 month = \$115,215.12 year

Cedar Hills (Land) \$2,282.35 month = \$27,388.20 year

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4819	TRANSFER FROM OTHER FUND	0	0	0	0	0	0
TOTAL 48-TRANSFER FROM OTHER FUNDS		0	0	0	0	0	0
<u>49-MISCELLANEOUS</u>							
4900	CASH OVER/(SHORT)	0	0	167	0	0	0
4901	SAFETY LIGHTING	9,428	9,428	6,235	9,350	9,350	0
4903	INSURANCE RECOVERY	( 4,292)	855,000	384,955	1,016,277	0	1,016,277
4905	OTHER INCOME	171,898	15,000	43,629	60,000	50,000	10,000
4905-02	SPENDING OF COMMITTED FUNDS	1,650,800	0	0	0	0	0
4906	RETURNED CHECK FEES	100	100	0	100	100	0
4908	ONLINE PAYMENT FEES	1,393	1,600	856	1,200	1,500	( 300)
4921	OTHER FINANCING SOURCES	776,057	282,139	282,139	282,139	0	282,139
4925	CONTRIBUTIONS	26,185	200	80	80	0	80
4932	GRANTS - POLICE	8,188	7,000	50,731	50,731	7,000	43,731
4933	GRANTS OR CONTRI - FIRE DEPT	62,233	34,750	5,250	50,000	410,000	( 360,000)
4934	GRANTS - OTHER	0	0	0	111,221	0	111,221
4951	ADMN FEES FROM WATER & SEWER	640,260	645,000	430,000	645,000	771,988	( 126,988)
4952	ADMN FEES FROM AIRPARK FUND	443,066	377,828	251,885	377,828	313,074	64,754
4953	ADMN FEES FROM HEALTH INS	47,291	59,647	39,765	59,647	61,647	( 2,000)
4954	ADMN FEES FROM WORKERS COMP	4,335	9,680	6,453	9,680	12,680	( 3,000)
4955	ADMN FEES FROM HOTEL TAX FUND	318,542	86,680	57,787	86,680	76,830	9,850
4956	ADMIN FEE FROM LANDFILL	289,860	340,736	227,157	340,736	269,486	71,250
4957	REVENUES FM CORRECTIONAL CENT	1,050,565	1,020,000	702,673	990,000	1,000,000	( 10,000)

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
4958	ADMN FEES FROM SANITATION	332,540	332,831	221,887	332,831	328,740	4,091
4959	ADMN FEES FROM EMS FUND	128,596	137,748	91,832	137,748	143,044	( 5,296)
4959-01	ADMN FEES FROM COLLEGE FUND	0	664	443	664	4,158	( 3,494)
4959-02	ADMN FEES FROM P.E.G. FUND	0	343	229	343	5,451	( 5,108)
TOTAL 49-MISCELLANEOUS		5,957,044	4,216,374	2,804,152	4,562,255	3,465,048	1,097,207
4901	SAFETY LIGHTING	PERMANENT NOTES: Amount paid by State Highway Department for lighting on Owens Street overpass and other state highway facilities at major intersections and along Interstate 20.					
4903	INSURANCE RECOVERY	CURRENT YEAR NOTES: Remaining amount of \$1.2m of aquatic center insurance recover expected to be received in 2019-20.					
4921	OTHER FINANCING SOURCES	CURRENT YEAR NOTES: Capital Leases \$223,139 Four Police Vehicles 35,000 New Vehicle for Fire Marshall 18,000 Zero Turn Mower for Parks 6,000 Backhoe attachment for Tractor for Golf Dept					
4925	CONTRIBUTIONS	PERMANENT NOTES: Contributions for Living Tree Memorial and various other contributions.					
4933	GRANTS OR CONTRI - FIRE DEPT	CURRENT YEAR NOTES: \$40,000 SAFER Firemen Grant Reimbursement \$5,250 Haven of Hope Grant					
4933	GRANTS OR CONTRI - FIRE DEPT	NEXT YEAR NOTES: \$400,000 SAFER Firemen Grant Reimbursement					
4934	GRANTS - OTHER	CURRENT YEAR NOTES: \$44,221 USDOJ-BJA CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING \$67,000 Texas CARES allocation 20% to the City.					
4951	ADMN FEES FROM WATER & SEWER	PERMANENT NOTES: Amount taken from the Maximus full cost study allocation plan.					
4952	ADMN FEES FROM AIRPARK FUND	PERMANENT NOTES:					

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

002-GENERAL FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE	
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET		
Amount taken from the Maximus cost study plan.								
4955	ADMN FEES FROM HOTEL TAX FUND	PERMANENT NOTES: Administrative fees paid to General Fund by Hotel/Motel Tax Fund, per annual cost allocation study by independent consultant.						
***	TOTAL BUDGETED REVENUES ***	25,733,536	23,599,444	16,274,380	22,356,959	19,726,963	2,629,996	
		=====	=====	=====	=====	=====		

\*\*\* END OF REPORT \*\*\*

## Dept 110 – City Council

## General Fund

The City Council provides legislative leadership in establishing ordinances, resolutions, and other policies designed to provide effective administration of City departments, to ensure orderly development of the City, and to promote the safety and welfare of the Citizens of Big Spring.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$19,595</b>	<b>\$19,151</b>	<b>\$19,271</b>
<b>51 – Supplies and Materials</b>	<b>45,575</b>	<b>3,300</b>	<b>45,000</b>
<b>55 – Contractual Services</b>	<b>77,569</b>	<b>86,004</b>	<b>82,655</b>
<b>Totals</b>	<b>\$142,739</b>	<b>\$108,455</b>	<b>\$146,926</b>

### Budget Highlights:

5521 – Special Services – Employee appreciation picnic, Employee and Council service awards, Relay for Life, Employee bereavement to Tree Memorial, Retirement gifts, Employee Christmas gift cards, Christmas Parade

5555 – Education and Training – Local and community events, including Chamber Banquet

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
110-CITY COUNCIL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
001-110-5010	SALARY	18,210	18,000	11,040	17,633	18,000	367
001-110-5065	WORKERS' COMPENSATION	38	0	0	0	0	0
001-110-5070	RETIREMENT-DEFERRED COM	992	992	661	1,026	992	( 34)
001-110-5080	MEDICARE	261	261	174	271	261	( 10)
001-110-5085	UNEMPLOYMENT TAXES	94	18	77	221	18	( 203)
001-110-5010	PERMANENT NOTES:						
	Council Salary						
	Mayor \$300.00/Month x 12 Months						= 3,600.00
	6 Council members/each \$200.00/Month x 12 Months						= 14,400.00
	Total						= 18,000.00
TOTAL PERSONNEL SERVICES		19,595	19,271	11,952	19,151	19,271	120
<u>SUPPLIES &amp; MATERIALS</u>							
001-110-5110	OFFICE SUPPLIES	2,711	2,000	1,337	2,100	2,100	0
001-110-5112	FOOD SUPPLIES	162	150	20	100	100	0
001-110-5124	POSTAGE	752	650	782	900	800	( 100)
001-110-5129	ELECTION EXPENSE	41,949	18,000	182	200	42,000	41,800
TOTAL SUPPLIES & MATERIALS		45,575	20,800	2,322	3,300	45,000	41,700

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
110-CITY COUNCIL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
001-110-5511	COMMUNICATIONS	611	386	1,952	2,500	500 (	2,000)
001-110-5520	INSURANCE	30,763	31,000	26,849	26,849	27,500	651
001-110-5521	SPECIAL SERVICES	21,749	29,000	24,352	29,000	27,000 (	2,000)
001-110-5525	ADVERTISING	9,376	11,500	1,446	10,000	10,000	0
001-110-5530	TRAVEL EXPENSE	6,513	10,000	3,316	6,500	6,500	0
001-110-5540	DUES & SUBSCRIPTIONS	8,285	7,500	8,968	10,755	10,755	0
001-110-5555	EDUCATION & TRAINING	273	500	61	400	400	0

001-110-5511 CURRENT YEAR NOTES:  
Includes portion of new VOIP system.

001-110-5521 PERMANENT NOTES:  
Employee appreciation picnic, Employee & Council service awards, Relay for Life, Employee Bereavement to Tree Memorial, Retirement gifts, Employee Christmas gift cards, Christmas Parade

001-110-5525 PERMANENT NOTES:  
Legal notices of ordinances, etc., required to be published in the newspaper & community ads

001-110-5530 PERMANENT NOTES:  
Legislative updates, Annual TML meeting, new Council orientation

001-110-5540 PERMANENT NOTES:  
Ports to Plains \$14,805 (reimbursed by BSEDC)  
TML 1,251  
TCCFUI 1,154  
PBRPC 5,500  
Chamber of Commerce 250  
Steering Committee - Oncor 500  
ERCOT 100

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
110-CITY COUNCIL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	Steering Committee - Atmos		1,400				
	Keep Big Spring Beautiful		100				
	Big Spring Area		500				
001-110-5555	PERMANENT NOTES: Expenses for all in-town events. (ie: Chamber Banquet, etc.) and food expenses for meetings.						
TOTAL CONTRACTUAL SERVICES		77,569	89,886	66,944	86,004	82,655	( 3,349)
<u>MISCELLANEOUS</u>							
001-110-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
TOTAL 110-CITY COUNCIL		142,739	129,957	81,218	108,455	146,926	38,471
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 120 - Finance

## General Fund

The Finance Department is responsible for safeguarding the financial resources of the City by maintaining central accounting records and City bank accounts, disbursing all City obligations, general financial forecasting and annual budget and audit preparation. The Director of Finance also functions as the City Secretary, responsible for maintaining the official City records and overseeing City elections.

### *ACHIEVEMENTS*

- Continue to work with the Records Retention Committee to store/scan or destroy documents
- Implemented new accounting system for City Golf Course and Aquatic Center

### *GOALS*

- Continue to work with the Records Retention Committee to store/scan or destroy documents
- Coordinate with Airpark to implement more efficient accounting system including new lease management software

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$574,521</b>	<b>\$585,903</b>	<b>\$582,578</b>
<b>51 – Supplies and Materials</b>	<b>11,231</b>	<b>11,300</b>	<b>10,400</b>
<b>54 – Maintenance of Equipment</b>	<b>0</b>	<b>2,800</b>	<b>1,109</b>
<b>55 – Contractual Services</b>	<b>39,232</b>	<b>43,882</b>	<b>39,700</b>
<b>56 – Miscellaneous</b>	<b>2,934</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$627,918</b>	<b>\$643,885</b>	<b>\$633,787</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
002-FINANCE  
120-FINANCE DEPARTMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
002-120-5010	SALARIES	378,635	381,477	241,136	392,307	393,908	1,601
002-120-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
002-120-5015	AUTO ALLOWANCE	7,891	7,800	4,784	7,641	7,800	159
002-120-5021	TERMINATION PAY	0	0	3,186	3,187	0	( 3,187)
002-120-5022	VACATION BUY BACK	3,966	4,000	4,066	4,066	4,000	( 66)
002-120-5035	OVERTIME	0	500	0	0	500	500
002-120-5045	LONGEVITY	9,582	10,987	10,122	10,312	11,925	1,613
002-120-5050	RETIREMENT	71,107	71,805	43,967	76,360	74,177	( 2,183)
002-120-5060	GROUP INSURANCE	69,917	67,592	35,992	56,446	55,481	( 965)
002-120-5065	WORKERS' COMPENSATION	1,760	1,821	911	911	1,881	970
002-120-5070	RETIREMENT-DEFERRED COM	22,357	22,302	15,323	22,803	23,039	236
002-120-5075	LIFE & DISABILITY INSUR	3,368	3,255	1,656	2,913	2,940	27
002-120-5080	MEDICARE	5,884	5,869	4,032	6,353	6,063	( 290)
002-120-5085	UNEMPLOYMENT TAXES	<u>54</u>	<u>54</u>	<u>864</u>	<u>2,604</u>	<u>864</u>	<u>( 1,740)</u>
TOTAL PERSONNEL SERVICES		574,521	577,462	366,039	585,903	582,578	( 3,325)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

002-FINANCE

120-FINANCE DEPARTMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
002-120-5110	OFFICE SUPPLIES	6,847	6,000	3,612	6,700	6,000	( 700)
002-120-5124	POSTAGE	<u>4,384</u>	<u>4,700</u>	<u>3,546</u>	<u>4,600</u>	<u>4,400</u>	( 200)
	TOTAL SUPPLIES & MATERIALS	11,231	10,700	7,158	11,300	10,400	( 900)
<u>MAINTENANCE OF EQUIPMENT</u>							
002-120-5411	I.T. MAINT & AGREEMENTS	<u>0</u>	<u>990</u>	<u>2,577</u>	<u>2,800</u>	<u>1,109</u>	( 1,691)
	TOTAL MAINTENANCE OF EQUIPMENT	0	990	2,577	2,800	1,109	( 1,691)
<u>CONTRACTUAL SERVICES</u>							
002-120-5511	COMMUNICATIONS	4,796	2,468	7,895	9,000	2,000	( 7,000)
002-120-5520	INSURANCE	319	340	282	282	300	18
002-120-5521	SPECIAL SERVICES	3,845	3,200	224	3,700	3,900	200
002-120-5521-07	SPECIAL SERVICES-ACCOUN	24,225	15,000	23,265	25,500	26,000	500
002-120-5525	ADVERTISING	1,207	200	162	300	300	0
002-120-5530	TRAVEL EXPENSE	1,643	2,500	670	1,200	3,000	1,800
002-120-5540	DUES & SUBSCRIPTIONS	2,425	2,600	1,580	2,800	2,800	0
002-120-5541	PERMITS,LICENSES,TESTIN	188	200	0	200	200	0
002-120-5555	EDUCATION AND TRAINING	<u>585</u>	<u>900</u>	<u>299</u>	<u>900</u>	<u>1,200</u>	<u>300</u>

002-120-5511 CURRENT YEAR NOTES:  
Includes portion of new VOIP system.

002-120-5520 PERMANENT NOTES:  
Liability, property and employee honesty bonds

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
002-FINANCE  
120-FINANCE DEPARTMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL CONTRACTUAL SERVICES		39,232	27,408	34,378	43,882	39,700	( 4,182)
<u>MISCELLANEOUS</u>							
002-120-5616	JUDGEMENTS AND DAMAGES	2,507	0	0	0	0	0
002-120-5645	LATE PAY FEES & PENALTI	427	0	0	0	0	0
TOTAL MISCELLANEOUS		2,934	0	0	0	0	0
TOTAL 120-FINANCE DEPARTMENT		627,918	616,560	410,152	643,885	633,787	( 10,098)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 130 – City Manager

## General Fund

The City Manager informs and advises the City Council on all issues pertaining to the City. He also directs all City departments to ensure that City policies are being followed in accordance with the City Charter, the Code of Ordinances, and State Law.

### *ACHIEVEMENTS*

- Continued partnership with BSEDC in building new reliever route connector roads into the airpark stimulating economic growth.
- Continued support of the Ports-to-Plains and I-27 initiative and future interstate designation of Highway 87.
- Monitored the funding and permitting process for the new landfill.
- Monitored phase I & II of the landfill project construction.
- Monitored the Fire/EMS fund to ensure sufficient funding in the continued partnership with Howard County that reduces the fund's deficit.
- Monitored the rehabilitation of the aquatic center followed by a successful opening of the facility with the new splash pad.
- Monitored infrastructure with over seven million dollars in capital improvements.
- Implemented a substandard structure clean-up program.
- Implemented a Large/Bulk Item Pickup program.
- Implemented a property tax enforcement program.
- Implemented an infill incentive program,

### *GOALS*

- Monitor the growing interest in development at the McMahon Wrinkle Airpark and the southern area around the Highway 87 Reliever Route.
- Evaluate the feasibility of rebuilding certain Airpark interior roads to improve the marketability of the Airpark and the Industrial Park.
- Continue to market excess City property for development.
- Evaluate the feasibility of quality of life improvement projects.
- Identify and monitor infrastructure capital improvement projects.
- Monitor departmental budgets to ensure fiscal compliance and responsibility.

(Continued on next page)

**Dept 130 – City Manager****General Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$320,287</b>	<b>\$319,518</b>	<b>\$231,317</b>
<b>51 – Supplies and Materials</b>	<b>800</b>	<b>1,120</b>	<b>1,150</b>
<b>54 – Maintenance of Equipment</b>	<b>0</b>	<b>480</b>	<b>520</b>
<b>55 – Contractual Services</b>	<b>11,549</b>	<b>16,805</b>	<b>8,920</b>
<b>Totals</b>	<b>\$332,636</b>	<b>\$337,923</b>	<b>\$241,907</b>

**Budget Highlights:**

5530 – Travel – TML, TCMA, Public Funds Investment, Regional TCMA, Economic Development, Legislative Updates

5540 – Dues – TWA, TCMA, West Texas TCMA, AMEX, American Water Works

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
130-CITY MANAGER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
001-130-5010	SALARIES	218,229	220,671	133,847	198,456	159,856	( 38,600)
001-130-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
001-130-5015	AUTO ALLOWANCE	8,134	8,040	4,931	7,876	8,040	164
001-130-5021	TERMINATION PAY	0	0	25,237	25,237	0	( 25,237)
001-130-5022	VACATION BUY BACK	5,100	5,100	6,319	6,319	5,100	( 1,219)
001-130-5035	OVERTIME	0	250	0	0	0	0
001-130-5045	LONGEVITY	6,812	7,392	7,953	7,953	4,320	( 3,633)
001-130-5050	RETIREMENT	41,928	42,834	30,393	41,721	31,456	( 10,265)
001-130-5060	GROUP INSURANCE	20,959	21,673	9,521	12,656	8,552	( 4,104)
001-130-5065	WORKERS' COMPENSATION	1,044	1,086	543	543	798	255
001-130-5070	RETIREMENT-DEFERRED COM	13,182	13,304	10,217	13,377	9,770	( 3,607)
001-130-5075	LIFE & DISABILITY INSUR	1,414	1,330	611	906	710	( 196)
001-130-5080	MEDICARE	3,469	3,501	2,689	3,610	2,571	( 1,039)
001-130-5085	UNEMPLOYMENT TAXES	<u>18</u>	<u>18</u>	<u>288</u>	<u>864</u>	<u>144</u>	<u>( 720)</u>
TOTAL PERSONNEL SERVICES		320,287	325,199	232,549	319,518	231,317	( 88,201)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
130-CITY MANAGER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
001-130-5110	OFFICE SUPPLIES	556	800	454	800	800	0
001-130-5112	FOOD	136	120	21	50	100	50
001-130-5124	POSTAGE	<u>107</u>	<u>150</u>	<u>196</u>	<u>270</u>	<u>250</u>	( <u>20</u> )
TOTAL SUPPLIES & MATERIALS		800	1,070	671	1,120	1,150	30

MAINTENANCE OF EQUIPMENT

001-130-5411	I.T. MAINT & AGREEMENTS	<u>0</u>	<u>480</u>	<u>480</u>	<u>480</u>	<u>520</u>	<u>40</u>
TOTAL MAINTENANCE OF EQUIPMENT		0	480	480	480	520	40

CONTRACTUAL SERVICES

001-130-5511	COMMUNICATIONS	4,675	3,394	5,374	6,000	2,000	( 4,000 )
001-130-5520	INSURANCE	92	100	75	75	90	15
001-130-5521	SPECIAL SERVICES	11	0	10	10	10	0
001-130-5530	TRAVEL EXPENSE	3,817	4,500	365	600	3,600	3,000
001-130-5540	DUES & SUBSCRIPTION	2,694	2,300	859	2,400	2,400	0
001-130-5541	PERMITS, LICENSES, TEST	65	220	155	220	220	0
001-130-5555	EDUCATION & TRAINING	<u>195</u>	<u>600</u>	<u>6,445</u>	<u>7,500</u>	<u>600</u>	( <u>6,900</u> )

001-130-5530 PERMANENT NOTES:  
TML, TCMA, Public Fund Investments, Regional TCMA, Economic Development, Legislative Updates

001-130-5540 PERMANENT NOTES:  
TWA,TCMA, WEST TX TCMA, TMCA, AMEX, AM. Water Works

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
130-CITY MANAGER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL CONTRACTUAL SERVICES		11,549	11,114	13,283	16,805	8,920	( 7,885)
<u>MISCELLANEOUS</u>							
001-130-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
TOTAL 130-CITY MANAGER		332,636	337,863	246,983	337,923	241,907	( 96,016)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## **Dept 140 – Information Technology**

## **General Fund**

Information Technology maintains the City’s computer network, website, GIS, phones, acquire needed computer equipment, software and provides technical support to other departments as needed.

### ***ACHIEVEMENTS***

- Implemented Office 365 for enhanced security and collaboration between departments
- Implemented VOIP technology, for better call quality and ease of use, and reduced cost
- Installed single mode fiber at Station 1 to be new network hub
- Updated sound quality for CH17 broadcast on website, live, and meeting rooms.
- Deployed refurbished computers to required users
- Implemented technology for remote logins
- Moved water office to a new location
- Modified security camera system to send notifications
- Continued security modifications and training to meet industry standards.
- Continuation of setting up Office 365 for security.

### ***GOALS***

- Continue to improve network/server security and performance
- Continue updating software to meet current needs
- Continue updating infrastructure to the City’s GIS (Geographic Information System)
- Implement end-user training for Information Systems (IS) and Geographic Information System (GIS)
- Continue updating network mapping and documentation

**(Continued on next page)**

**Dept 140 – Information Technology****General Fund**

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$143,324</b>	<b>\$145,326</b>	<b>\$143,391</b>
<b>51 – Supplies and Materials</b>	<b>5,048</b>	<b>3,700</b>	<b>3,750</b>
<b>54 – Maintenance of Equipment</b>	<b>129,269</b>	<b>110,400</b>	<b>110,500</b>
<b>55 – Contractual Services</b>	<b>3,381</b>	<b>6,656</b>	<b>5,160</b>
<b>60 – Capital Outlay</b>	<b>74,770</b>	<b>10,000</b>	<b>6,500</b>
<b>Totals</b>	<b>\$355,792</b>	<b>\$276,082</b>	<b>\$269,301</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

002-FINANCE

140-INFORMATION TECHNOLOG

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
002-140-5010	SALARIES	92,383	93,704	59,256	94,900	94,661	( 239)
002-140-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
002-140-5015	AUTO ALLOWANCE	3,642	3,600	2,208	3,527	3,600	73
002-140-5021	TERMINATION PAY	0	0	0	0	0	0
002-140-5022	VACATION BUY BACK	0	0	1,030	1,030	0	( 1,030)
002-140-5035	OVERTIME	0	0	0	0	0	0
002-140-5045	LONGEVITY	1,205	1,579	1,252	1,362	1,747	385
002-140-5050	RETIREMENT	16,979	17,542	10,372	18,360	17,741	( 619)
002-140-5060	GROUP INSURANCE	20,959	20,028	10,947	17,214	17,104	( 110)
002-140-5065	WORKERS' COMPENSATION	436	445	223	223	450	227
002-140-5070	RETIREMENT-DEFERRED COM	5,340	5,448	3,662	5,513	5,510	( 3)
002-140-5075	LIFE & DISABILITY INSUR	958	922	483	828	840	12
002-140-5080	MEDICARE	1,405	1,434	964	1,505	1,450	( 55)
002-140-5085	UNEMPLOYMENT TAXES	<u>18</u>	<u>18</u>	<u>288</u>	<u>864</u>	<u>288</u>	<u>( 576)</u>
TOTAL PERSONNEL SERVICES		143,324	144,720	90,685	145,326	143,391	( 1,935)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

002-FINANCE

140-INFORMATION TECHNOLOG

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
002-140-5110	OFFICE SUPPLIES	4,618	4,000	1,777	3,500	3,500	0
002-140-5114	CLOTHING	130	0	0	0	0	0
002-140-5116	GASOLINE, OIL & GREASE	266	300	70	200	250	50
002-140-5117	MINOR APPARATUS	<u>34</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL SUPPLIES & MATERIALS	5,048	4,300	1,847	3,700	3,750	50
<u>MAINTENANCE OF EQUIPMENT</u>							
002-140-5411	I.T. MAINT & AGREEMENTS	128,722	110,000	89,490	110,000	110,000	0
002-140-5412	VEHICLE MAINTENANCE	<u>548</u>	<u>750</u>	<u>87</u>	<u>400</u>	<u>500</u>	<u>100</u>
	TOTAL MAINTENANCE OF EQUIPMENT	129,269	110,750	89,577	110,400	110,500	100
<u>CONTRACTUAL SERVICES</u>							
002-140-5511	COMMUNICATIONS	2,910	2,160	4,329	5,000	2,160	( 2,840)
002-140-5520	INSURANCE	471	500	1,656	1,656	1,700	44
002-140-5530	TRAVEL EXPENSE	0	1,300	0	0	1,300	1,300
002-140-5541	LICENSES, PERMITS, TESTIN	0	0	0	0	0	0
002-140-5555	EDUCATION & TRAINING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL CONTRACTUAL SERVICES	3,381	3,960	5,985	6,656	5,160	( 1,496)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
002-FINANCE  
140-INFORMATION TECHNOLOG

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MISCELLANEOUS</u>							
002-140-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>EQUIPMENT</u>							
002-140-6310	FURNITURE, FIXTURE	74,770	10,000	0	10,000	6,500	( 3,500)
002-140-6310	CURRENT YEAR NOTES: Meraki SFP Switch L3 - \$6,500						
TOTAL EQUIPMENT		74,770	10,000	0	10,000	6,500	( 3,500)
TOTAL 140-INFORMATION TECHNOLOG		355,792	273,730	188,094	276,082	269,301	( 6,781)
		=====	=====	=====	=====	=====	=====

## Dept 150 – Legal

## General Fund

The Legal Department provides legal advice and services to the City Council and City Administration, reviews and proposes new or amended ordinances, resolutions, policies, and contracts, oversees all civil and criminal legal matters for the City including, but not limited to employment, real estate, open government, personal injury, property damage, civil rights, and Municipal Court prosecution.

### *ACHIEVEMENTS*

- Negotiated and reviewed various contracts for goods and services
- Conducted pretrial conferences in which Municipal Court cases were disposed, deferred, or set for trial
- Completed recodification of City codes and regulations
- Continued records management of legal records and files
- Continued comprehensive review and updating of all City ordinances including zoning, substandard structures, and evaluate feasibility of quality of life improvement projects
- Continue updated of essential City policies including safety, personnel, alcohol and drug abuse policies
- Developed more standard forms for City agreements and training staff in use
- Undertake handling of claims for and against the City
- Advocated in hearings on animal cases in Municipal Court

### *GOALS*

- Review Municipal Court cases on hold and in pretrial status.
- Enforce structural standards code
- Enforce junked vehicle ordinance
- Enforce codes concerning property in Municipal Court
- Enforce lease terms and lease payments of tenants at Air Park
- Resolve long-standing projects

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$361,552</b>	<b>\$380,318</b>	<b>\$307,232</b>
<b>51 – Supplies and Materials</b>	<b>1,291</b>	<b>5,870</b>	<b>2,570</b>
<b>54 – Maintenance of Equipment</b>	<b>5,936</b>	<b>780</b>	<b>780</b>
<b>55 – Contractual Services</b>	<b>21,962</b>	<b>28,731</b>	<b>57,151</b>
<b>60 – Capital Outlay</b>	<b>9,016</b>	<b>6,900</b>	<b>0</b>
<b>Totals</b>	<b>\$399,757</b>	<b>\$422,599</b>	<b>\$367,733</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
150-LEGAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
001-150-5010	SALARIES	248,206	252,865	187,077	265,978	208,732	( 57,246)
001-150-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
001-150-5015	AUTO ALLOWANCE	9,712	9,600	5,288	8,145	9,600	1,455
001-150-5021	TERMINATION PAY	0	0	7,261	7,261	0	( 7,261)
001-150-5022	VACATION BUY BACK	0	0	0	0	0	0
001-150-5035	OVERTIME	0	250	0	0	250	250
001-150-5045	LONGEVITY	1,865	2,688	2,349	2,383	2,841	458
001-150-5050	RETIREMENT	45,454	47,083	34,046	48,643	39,281	( 9,362)
001-150-5060	GROUP INSURANCE	35,281	34,021	18,626	23,622	28,248	4,626
001-150-5065	WORKERS' COMPENSATION	1,138	1,194	597	597	996	399
001-150-5070	RETIREMENT-DEFERRED COM	14,295	14,284	11,548	16,312	12,201	( 4,111)
001-150-5075	LIFE & DISABILITY INSUR	1,811	1,714	815	1,415	1,440	25
001-150-5080	MEDICARE	3,762	3,848	3,039	4,234	3,211	( 1,023)
001-150-5085	UNEMPLOYMENT TAXES	<u>27</u>	<u>27</u>	<u>576</u>	<u>1,728</u>	<u>432</u>	<u>( 1,296)</u>
TOTAL PERSONNEL SERVICES		361,552	367,574	271,221	380,318	307,232	( 73,086)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
150-LEGAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
001-150-5110	OFFICE SUPPLIES	928	1,100	4,898	5,600	2,200	( 3,400)
001-150-5124	POSTAGE	363	370	99	270	370	100
001-150-5110	CURRENT YEAR NOTES:						
	Attorney laptop and other IT expenditures, Attorney chair.						
	Chair for paralegal (Sheena). Book: Bankruptcy in Practice						
	5th Ed (\$125).						
TOTAL SUPPLIES & MATERIALS		1,291	1,470	4,997	5,870	2,570	( 3,300)

MAINTENANCE OF EQUIPMENT

001-150-5411	I.T. MAINT & AGREEMENTS	5,936	7,800	720	780	780	0
001-150-5411	PERMANENT NOTES:						
	Microsoft Office 365 annual subscription						
TOTAL MAINTENANCE OF EQUIPMENT		5,936	7,800	720	780	780	0

CONTRACTUAL SERVICES

001-150-5511	COMMUNICATIONS	1,672	1,851	3,819	5,000	1,851	( 3,149)
001-150-5520	INSURANCE	99	105	81	81	100	19
001-150-5521	SPECIAL SERVICES	39	100	1,370	1,400	3,500	2,100
001-150-5521-11	SPECIAL SERVICES-ATTORN	2,893	80,000	4,938	10,000	40,000	30,000
001-150-5530	TRAVEL EXPENSE	12,571	14,000	1,948	1,950	500	( 1,450)
001-150-5540	DUES & SUBSCRIPTIONS	4,689	3,500	5,183	9,000	10,100	1,100
001-150-5555	EDUCATION & TRAINING	0	350	1,011	1,300	1,100	( 200)
001-150-5521	NEXT YEAR NOTES:						

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
150-LEGAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
Municode Annual Charges							
001-150-5530	PERMANENT NOTES: Legislative Updates, Economic Development, TCAA Conference, TML Conference, IMLA annual meeting, NALA Conference, Legal Asst Training. Also travel for Contract City Attorney						
001-150-5540	PERMANENT NOTES: Am Ex annual fee, Lexis (\$197/month), State Bar (\$320/year), Local Bar (\$125/year), IMLA (\$625/year), NALA (\$308/year), West Publishing Texas and federal rules of court books (\$551.70/year), Civil Service Book, Deadlines.com (\$40/month), Action Step (\$3204/year), Texas City Attorneys Association (\$150/year), Tx Municipal Court Association (\$75/year), ICC Corporate membership (\$135/year), Texas Center for Legal Ethics (\$95/year), TATO (\$60/year), Lexis Local Governemnt Code (\$154/year), Municode ongoing fees (post-FY2019-2020)						
TOTAL CONTRACTUAL SERVICES		21,962	99,906	18,351	28,731	57,151	28,420
<u>MISCELLANEOUS</u>							
001-150-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>EQUIPMENT</u>							
001-150-6315	BOOKS	9,016	5,100	4,250	6,900	0	( 6,900)
001-150-6315	CURRENT YEAR NOTES: \$5,100 remaining balance of recodification to be paid in 2019-20.						
TOTAL EQUIPMENT		9,016	5,100	4,250	6,900	0	( 6,900)
TOTAL 150-LEGAL		399,757	481,850	299,539	422,599	367,733	( 54,866)
		=====	=====	=====	=====	=====	=====

## **Dept 160 – Human Resources**

## **General Fund**

Human Resources provides employee recruitment services and new employee orientation; maintains all job classification information; coordinates employee benefits; payroll processing; updates and oversees adherence to Personnel Policies; and maintains personnel files for City employees. The department also manages the safety program to increase awareness of potential workplace hazards and the Employee Wellness program to promote good health and well-being.

### ***ACHIEVEMENTS***

- Updated the payroll system and Time Clock Plus for COVID-19 tracking to assist in grant reimbursements for the City.
- Automated the Medicare tax posting through the accounts payable interface.
- Reduced paper check distribution by including monthly clothing and vehicle allowances in direct deposit.
- Provided employee education seminars for Nationwide plan changes.
- Continued to review and update the City of Big Spring Personnel Policies and Procedures to include COVID-19 related issues.
- Implemented online skills testing for applicants.
- Continue to promote and expand supervisors use of NEOGOV to process applications.
- Updated the Americans with Disabilities Act disclaimer in all City job descriptions.
- Established a training program for public works employees to obtain a commercial driver's license.

### ***GOALS***

- Transition to an employee self-serve portal to process benefit changes during open enrollment.
- Build on successful implementation of TimeClock Plus in police and fire departments by expanding implementation to other City departments.
- Promote employee participation in payroll direct deposit to reduce the printing of paper checks.
- Continue to review and update the City of Big Spring Personnel Policies and Procedures.
- Offer a financial wellness program to City employees.
- Fully implement NEOGOV to create and process personnel requisitions, reducing paper use.
- Establish a housing program or incentive that will assist police cadets while attending the academy.
- Assist in updating the fire and police departments' oral board interview policy and procedure.

**(Continued on next page)**

**Dept 160 – Human Resources****General Fund**

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$365,199</b>	<b>\$368,109</b>	<b>\$362,465</b>
<b>51 – Supplies and Materials</b>	<b>4,957</b>	<b>7,300</b>	<b>5,300</b>
<b>54 – Maintenance of Equipment</b>	<b>16,400</b>	<b>20,500</b>	<b>18,657</b>
<b>55 – Contractual Services</b>	<b>113,395</b>	<b>73,787</b>	<b>71,153</b>
<b>56 – Miscellaneous</b>	<b>368</b>	<b>298</b>	<b>0</b>
<b>Totals</b>	<b>\$500,319</b>	<b>\$469,994</b>	<b>\$457,575</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
003-PERSONNEL  
160-HUMAN RESOURCES

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
003-160-5010	SALARIES	234,917	236,620	152,193	241,292	236,621	( 4,671)
003-160-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
003-160-5015	AUTO ALLOWANCE	7,891	7,800	4,784	7,641	7,800	159
003-160-5021	TERMINATION PAY	0	0	0	0	0	0
003-160-5022	VACATION BUY BACK	6,413	6,107	5,049	5,049	6,107	1,058
003-160-5035	OVERTIME	0	0	0	0	0	0
003-160-5045	LONGEVITY	6,319	7,439	6,906	6,906	7,846	940
003-160-5050	RETIREMENT	44,942	45,763	27,767	47,673	45,836	( 1,837)
003-160-5060	GROUP INSURANCE	43,702	41,979	23,540	37,011	36,782	( 229)
003-160-5065	WORKERS' COMPENSATION	1,108	1,161	581	581	1,163	582
003-160-5070	RETIREMENT-DEFERRED COM	14,128	14,214	9,731	14,573	14,236	( 337)
003-160-5075	LIFE & DISABILITY INSUR	2,024	1,935	1,018	1,743	1,752	9
003-160-5080	MEDICARE	3,718	3,741	2,561	3,912	3,746	( 166)
003-160-5085	UNEMPLOYMENT TAXES	<u>36</u>	<u>36</u>	<u>576</u>	<u>1,728</u>	<u>576</u>	<u>( 1,152)</u>
TOTAL PERSONNEL SERVICES		365,199	366,795	234,707	368,109	362,465	( 5,644)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
003-PERSONNEL  
160-HUMAN RESOURCES

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
003-160-5110	OFFICE SUPPLIES	3,885	5,800	5,778	6,500	4,500	( 2,000)
003-160-5112	FOOD SUPPLIES	167	150	76	150	150	0
003-160-5124	POSTAGE	<u>905</u>	<u>650</u>	<u>591</u>	<u>650</u>	<u>650</u>	<u>0</u>
003-160-5110	CURRENT YEAR NOTES: \$1,200 for two high back chairs for lobby. 600 for Benefit Coordinator Desk						
TOTAL SUPPLIES & MATERIALS		4,957	6,600	6,445	7,300	5,300	( 2,000)
<u>MAINTENANCE OF EQUIPMENT</u>							
003-160-5411	I.T. MAINT & AGREEMENTS	<u>16,400</u>	<u>18,500</u>	<u>20,348</u>	<u>20,500</u>	<u>18,657</u>	( 1,843)
TOTAL MAINTENANCE OF EQUIPMENT		16,400	18,500	20,348	20,500	18,657	( 1,843)
<u>CONTRACTUAL SERVICES</u>							
003-160-5511	COMMUNICATIONS	4,936	3,703	7,117	8,000	3,703	( 4,297)
003-160-5515	HIRE OF EQUIPMENT	5,882	6,200	2,941	6,200	6,200	0
003-160-5520	INSURANCE	169	180	137	137	150	13
003-160-5521	SPECIAL SERVICES	589	5,000	10	100	1,000	900
003-160-5521-13	SPCL SVCS-EMPLOYEE TEST	26,102	25,000	16,687	25,000	25,000	0
003-160-5525	ADVERTISING	7,285	3,500	4,655	5,000	3,500	( 1,500)
003-160-5530	TRAVEL EXPENSE	1,120	2,500	2,469	2,500	2,500	0
003-160-5540	DUES & SUBSCRIPTIONS	1,155	1,600	1,144	1,600	1,600	0
003-160-5541	PERMITS,LICENSES,&TESTI	180	0	0	0	0	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
003-PERSONNEL  
160-HUMAN RESOURCES

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
003-160-5555	EDUCATION & TRAINING	0	5,000	94	250	2,500	2,250
003-160-5570	CIVIL SERVICE	<u>65,978</u>	<u>25,000</u>	<u>12,257</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>
003-160-5530	PERMANENT NOTES: Travel for Texas Municipal Human Resources Association training as well as HR training for staff.						
003-160-5570	PERMANENT NOTES: Fire Testing and other costs related to administration of Civil Service System. This includes costs associated with meet and confer - training, travel and consulting.						
TOTAL CONTRACTUAL SERVICES		113,395	77,683	47,511	73,787	71,153	( 2,634)
<u>MISCELLANEOUS</u>							
003-160-5645	LATE PAY FEES & PENALTI	<u>368</u>	<u>0</u>	<u>297</u>	<u>298</u>	<u>0</u>	<u>( 298)</u>
TOTAL MISCELLANEOUS		<u>368</u>	<u>0</u>	<u>297</u>	<u>298</u>	<u>0</u>	<u>( 298)</u>
TOTAL 160-HUMAN RESOURCES		500,319	469,578	309,308	469,994	457,575	( 12,419)
		=====	=====	=====	=====	=====	=====

## Dept 170 – Special Projects

## General Fund

This activity provides for the removal of dilapidated, unsafe or unsightly buildings and houses within the City. A lien may be placed on the property for repayment of the expense the City has incurred in the demolition and removal of dilapidated structures.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>53 – Bldg./House Demolition</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Totals</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>

### Highlights:

5311 – 15 – Building/House Demolition – Removal of substandard structures

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
170-SPECIAL PROJECTS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
001-170-5311-15	BLDG / HOUSE DEMOLITION	0	50,000	0	50,000	50,000	0
001-170-5311-15	CURRENT YEAR NOTES: \$50,000 for removal of substandard buildings or houses.						
TOTAL MAINTENANCE OF BUILDINGS/		0	50,000	0	50,000	50,000	0
TOTAL 170-SPECIAL PROJECTS		0	50,000	0	50,000	50,000	0
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 190 – Planning Department

## General Fund

The Planning Department provides oversight and structure to the development of the City as per the approved planning and subdivision ordinances. The Planner reviews all plans and ascertains that all required development standards are met prior to the submission of construction plans of a project to the Building Official. Planning as a stand-alone department has been dissolved beginning in the 2020-21 fiscal year because a majority of these functions are now performed by the Public Works Director and/or the Building Official.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$144,549</b>	<b>\$44,409</b>	<b>\$0</b>
<b>51 – Supplies and Materials</b>	<b>797</b>	<b>160</b>	<b>0</b>
<b>54 – Maintenance of Equipment</b>	<b>4,073</b>	<b>2,050</b>	<b>0</b>
<b>55 – Contractual Services</b>	<b>13,957</b>	<b>13,632</b>	<b>0</b>
<b>Totals</b>	<b>\$163,376</b>	<b>\$60,251</b>	<b>\$0</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
190-PLANNING

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
001-190-5010	SALARIES	98,334	105,958	28,980	28,980	0	( 28,980)
001-190-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
001-190-5021	TERMINATION PAY	0	0	2,688	2,688	0	( 2,688)
001-190-5035	OVERTIME	0	0	0	0	0	0
001-190-5045	LONGEVITY	247	521	374	374	0	( 374)
001-190-5050	RETIREMENT	17,503	18,889	6,074	6,074	0	( 6,074)
001-190-5060	GROUP INSURANCE	20,099	20,028	3,335	3,335	0	( 3,335)
001-190-5065	WORKERS' COMPENSATION	467	479	240	240	0	( 240)
001-190-5070	RETIREMENT-DEFERRED COM	5,491	5,867	1,901	1,901	0	( 1,901)
001-190-5075	LIFE & DISABILITY ISURA	829	898	173	173	0	( 173)
001-190-5080	MEDICARE	1,449	1,544	500	500	0	( 500)
001-190-5085	UNEMPLOYMENT	<u>130</u>	<u>18</u>	<u>144</u>	<u>144</u>	<u>0</u>	<u>( 144)</u>
TOTAL PERSONNEL SERVICES		144,549	154,202	44,409	44,409	0	( 44,409)
<u>SUPPLIES &amp; MATERIALS</u>							
001-190-5110	OFFICE SUPPLIES	263	700	0	0	0	0
001-190-5116	GASOLINE, OIL & GREASE	336	700	0	0	0	0
001-190-5117	MINOR APPARATUS	18	100	0	0	0	0
001-190-5124	POSTAGE	<u>180</u>	<u>150</u>	<u>58</u>	<u>160</u>	<u>0</u>	<u>( 160)</u>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
190-PLANNING

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL SUPPLIES & MATERIALS	797	1,650	58	160	0	( 160)
<u>MAINTENANCE OF EQUIPMENT</u>							
001-190-5411	I.T. MAINT & AGREEMENTS	0	300	300	300	0	( 300)
001-190-5412	VEHICLE MAINTENANCE	<u>4,073</u>	<u>1,000</u>	<u>1,647</u>	<u>1,750</u>	<u>0</u>	<u>( 1,750)</u>
	TOTAL MAINTENANCE OF EQUIPMENT	4,073	1,300	1,947	2,050	0	( 2,050)
<u>CONTRACTUAL SERVICES</u>							
001-190-5511	COMMUNICATIONS	1,914	1,234	3,143	3,698	0	( 3,698)
001-190-5520	INSURANCE	552	590	1,732	1,732	0	( 1,732)
001-190-5521	SPECIAL SERVICES	8,565	5,000	3,419	5,000	0	( 5,000)
001-190-5525	ADVERTISING	1,056	1,500	987	1,500	0	( 1,500)
001-190-5530	TRAVEL EXPENSE	1,770	2,500	1,233	1,233	0	( 1,233)
001-190-5540	DUES & SUBSCRIPTIONS	100	200	469	469	0	( 469)
001-190-5555	EDUCATION & TRAINING	<u>0</u>	<u>200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL CONTRACTUAL SERVICES	<u>13,957</u>	<u>11,224</u>	<u>10,983</u>	<u>13,632</u>	<u>0</u>	<u>( 13,632)</u>
	TOTAL 190-PLANNING	163,376	168,376	57,398	60,251	0	( 60,251)
		=====	=====	=====	=====	=====	=====

## **Dept 200 – Police**

## **General Fund**

The Police Department protects the lives and property of the citizens through enforcement and crime prevention techniques in accordance with State Law and City Ordinances. It is staffed with certified peace officers and civilian employees who provide 24-hour service, 7 days a week in the areas of patrol, criminal investigations, and emergency dispatch services.

### ***ACHIEVEMENTS***

- The installation of infrastructure of the new digital radio system is still ongoing and should be complete by the end of the calendar year. We have begun using our new portable radios.
- New bar code scanner in the ID Division was budgeted and purchased and implementation of the new equipment has begun.
- New video recording equipment for the interview rooms has been installed and is being implemented. The quality of the video and audio is significantly increased.

### ***GOALS***

- To seek grants to assist in the purchasing and utilization of body cams for patrol to include needed infrastructure and storage capabilities.
- To budget, purchase and begin utilizing through available grants Personal Protective Equipment for officers and staff during COVID-19 pandemic and any future needs.
- Education of the newly assigned personnel in the Patrol Division, Criminal Investigations and ID Divisions.

**(Continue on next page)**

**Dept 200 – Police****General Fund**

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$3,857,052</b>	<b>\$4,233,096</b>	<b>\$4,389,034</b>
<b>51 – Supplies and Materials</b>	<b>179,558</b>	<b>193,300</b>	<b>129,725</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>1,017</b>	<b>1,000</b>	<b>750</b>
<b>54 – Maintenance of Equipment</b>	<b>312,649</b>	<b>282,500</b>	<b>283,025</b>
<b>55 – Contractual Services</b>	<b>815,919</b>	<b>688,363</b>	<b>680,875</b>
<b>56 - Miscellaneous</b>	<b>0</b>	<b>3,754</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>360,711</b>	<b>226,887</b>	<b>0</b>
<b>Totals</b>	<b>\$5,526,906</b>	<b>\$5,628,900</b>	<b>\$5,483,409</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

200-POLICE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
011-200-5010	SALARIES	2,380,087	2,707,206	1,678,091	2,715,071	2,703,300	( 11,771)
011-200-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
011-200-5015	AUTO ALLOWANCE	7,891	7,800	4,784	7,641	7,800	159
011-200-5021	TERMINATION PAY	3,825	35,000	27,856	27,857	75,000	47,143
011-200-5022	VACATION BUY BACK	44,686	45,000	52,908	52,908	45,000	( 7,908)
011-200-5035	OVERTIME	160,093	150,000	87,111	109,754	150,000	40,246
011-200-5045	LONGEVITY	31,634	35,449	35,514	36,384	37,649	1,265
011-200-5050	RETIREMENT	463,862	540,672	310,251	535,451	540,369	4,918
011-200-5055	STANDBY PAY	24,014	27,300	15,324	25,754	27,300	1,546
011-200-5060	GROUP INSURANCE	426,570	515,089	239,692	401,265	439,567	38,302
011-200-5065	WORKERS' COMPENSATION	107,605	125,680	62,840	62,840	120,988	58,148
011-200-5070	RETIREMENT-DEFERRED COM	145,855	167,931	108,842	172,003	167,837	( 4,166)
011-200-5075	LIFE & DISABILITY INSUR	21,649	25,093	11,707	21,152	23,000	1,848
011-200-5080	MEDICARE	38,487	44,192	28,713	44,379	44,168	( 211)
011-200-5085	UNEMPLOYMENT TAXES	<u>794</u>	<u>441</u>	<u>6,473</u>	<u>20,637</u>	<u>7,056</u>	<u>( 13,581)</u>

011-200-5055 PERMANENT NOTES:  
9 ON CALL POSITIONS (for Dept 200 \$ 201) TO INCLUDE 6 SWAT,  
ID, IT, & CID.

011-200-5055 CURRENT YEAR NOTES:  
Budgeting for a total of 7 on call in dept 200 and 2 on call  
in dept 201.

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

200-POLICE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL PERSONNEL SERVICES		3,857,052	4,426,853	2,670,106	4,233,096	4,389,034	155,938
<u>SUPPLIES &amp; MATERIALS</u>							
011-200-5110	OFFICE SUPPLIES	32,180	29,400	15,159	23,400	15,000	( 8,400)
011-200-5112	FOOD SUPPLIES	0	0	0	0	0	0
011-200-5113	ANIMAL EXPENSES-POLICE	0	0	0	0	0	0
011-200-5114	WEARING APPAREL	32,734	25,000	18,575	25,000	18,750	( 6,250)
011-200-5116	GASOLINE, OIL, & GREASE	88,366	100,000	38,191	75,000	75,000	0
011-200-5117	MINOR APPARATUS	9,305	17,500	46,951	55,100	7,650	( 47,450)
011-200-5118	JANITORIAL SUPPLIES	100	100	142	200	100	( 100)
011-200-5119	CHEMICALS	486	500	0	500	500	0
011-200-5121	EDUCATIONAL SUPPLIES	1,380	1,500	880	1,500	1,125	( 375)
011-200-5123	OTHER SUPPLIES	5,374	6,500	4,438	6,500	6,500	0
011-200-5124	POSTAGE	8,913	5,000	4,311	5,000	4,000	( 1,000)
011-200-5128	UTILITIES	720	1,100	480	1,100	1,100	0
011-200-5128-01	LANDFILL	0	0	0	0	0	0
011-200-5117	CURRENT YEAR NOTES:	Grant for video room recording equipment \$37,543.24. Police Grant revenue increase to.					
TOTAL SUPPLIES & MATERIALS		179,558	186,600	129,126	193,300	129,725	( 63,575)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

200-POLICE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
011-200-5311	MAINTENANCE OF BUILDING	1,017	1,000	989	1,000	750	( 250)
	TOTAL MAINTENANCE OF BUILDINGS/	1,017	1,000	989	1,000	750	( 250)
<u>MAINTENANCE OF EQUIPMENT</u>							
011-200-5411	I.T. MAINT & AGREEMENTS	69,979	82,000	63,407	82,000	82,650	650
011-200-5412	VEHICLE MAINTENANCE	242,051	200,000	116,321	200,000	200,000	0
011-200-5415	MAINTENANCE OF RADIOS	619	500	162	500	375	( 125)
	TOTAL MAINTENANCE OF EQUIPMENT	312,649	282,500	179,890	282,500	283,025	525
<u>CONTRACTUAL SERVICES</u>							
011-200-5511	COMMUNICATIONS	690,787	550,325	244,608	550,325	550,325	0
011-200-5515	HIRE OF EQUIPMENT	7,727	8,500	6,059	9,200	9,500	300
011-200-5520	INSURANCE	44,466	45,500	40,512	44,413	45,500	1,087
011-200-5521	SPECIAL SERVICES	8,580	16,000	9,092	16,000	12,000	( 4,000)
011-200-5521-08	SPL SERVICES-MEDICAL	2,415	0	0	0	0	0
011-200-5530	TRAVEL EXPENSE	12,521	25,000	9,695	20,000	18,750	( 1,250)
011-200-5530-01	TRAINING - STATE TCOLE-	4,049	3,500	0	3,500	3,500	0
011-200-5540	DUES & SUBSCRIPTIONS	2,241	3,500	1,700	3,500	3,500	0
011-200-5541	PERMITS,LICENSES,TESTIN	277	500	206	500	500	0
011-200-5550	ELECTRICITY	0	0	0	0	0	0
011-200-5555	EDUCATION & TRAINING	23,974	20,000	5,449	20,000	17,000	( 3,000)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

200-POLICE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
011-200-5582	EMERGENCY MANAGEMENT	18,882	20,300	20,642	20,925	20,300	( 625)
TOTAL CONTRACTUAL SERVICES		815,919	693,125	337,963	688,363	680,875	( 7,488)
<u>MISCELLANEOUS</u>							
011-200-5616	JUDGEMENTS AND DAMAGES	0	0	2,593	3,754	0	( 3,754)
TOTAL MISCELLANEOUS		0	0	2,593	3,754	0	( 3,754)
<u>EQUIPMENT</u>							
011-200-6310	FURNITURE, FIXTURE	7,583	0	0	0	0	0
TOTAL EQUIPMENT		7,583	0	0	0	0	0
<u>VEHICLES</u>							
011-200-6401	MOTOR VEHICLES	353,128	223,139	226,887	226,887	0	( 226,887)
011-200-6401	CURRENT YEAR NOTES: \$223,139 Capital Lease of 4 new Police Vehicles						
TOTAL VEHICLES		353,128	223,139	226,887	226,887	0	( 226,887)
TOTAL 200-POLICE		5,526,906	5,813,217	3,547,554	5,628,900	5,483,409	( 145,491)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 201 – Narcotics Task Force

## General Fund

The Narcotics Task Force was established by the City Council in Fiscal Year 2006-07 and is funded through the levy of an ad valorem tax rate to the extent that expenses exceed property seizures. The Task Force protects the lives and property of the citizens through penetration of major drug organizations and elimination of their operations.

### *ACHIEVEMENTS*

- Completed a combined effort multi-agency Narcotics offenders Round-Up.
- Continued to build relationships with DEA, ATF, HIS, FBI, and DPS, resulting in successful prosecution of State and Federal cases, and had continued success with the forfeiture of assets.
- Continued to work with other Federal and State agencies in drug trafficking in the Big Spring/Howard County area with multiple Federal investigations pending on those who facilitate the sales and distribution of narcotics.

### *GOALS*

- Continue to develop new contacts and techniques with other State and Federal agencies to assist in working the narcotics trafficking based in Big Spring and those who travel here to facilitate those sales
- Provide programs designed to educate our community partners and residents on safety as well as the tools necessary to become knowledgeable and thoughtful law enforcement partners
- Education of the new Narcotics Division Sergeant and a new Narcotics Investigator in Basic Narcotics, Supervision, and Investigations.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$201,776</b>	<b>\$218,637</b>	<b>\$428,425</b>
<b>51 – Supplies and Materials</b>	<b>10,869</b>	<b>13,700</b>	<b>14,150</b>
<b>54 – Maintenance of Equipment</b>	<b>7</b>	<b>6,000</b>	<b>250</b>
<b>55 – Contractual Services</b>	<b>116,790</b>	<b>75,538</b>	<b>75,430</b>
<b>Totals</b>	<b>\$329,442</b>	<b>\$313,875</b>	<b>\$518,225</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

201-NARCOTICS TASK FORCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
011-201-5010	SALARIES	124,073	294,716	85,003	137,153	288,519	151,366
011-201-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
011-201-5021	TERMINATION PAY	0	0	5,789	5,789	0	( 5,789)
011-201-5022	VACATION BUY BACK	0	0	1,786	1,786	0	( 1,786)
011-201-5035	OVERTIME	0	1,000	0	0	1,000	1,000
011-201-5045	LONGEVITY	875	872	1,173	1,266	1,016	( 250)
011-201-5050	RETIREMENT	23,079	53,307	14,911	26,463	52,233	25,770
011-201-5055	STANDBY PAY	6,894	3,900	3,756	6,993	3,900	( 3,093)
011-201-5060	GROUP INSURANCE	24,135	50,068	12,606	19,817	45,352	25,535
011-201-5065	WORKERS' COMPENSATION	12,351	13,747	6,874	6,874	12,793	5,919
011-201-5070	RETIREMENT-DEFERRED COM	7,259	16,557	5,604	8,428	16,223	7,795
011-201-5075	LIFE & DISABILITY INSUR	1,147	2,681	583	998	2,400	1,402
011-201-5080	MEDICARE	1,945	4,357	1,492	2,206	4,269	2,063
011-201-5085	UNEMPLOYMENT TAXES	18	45	288	864	720	( 144)
011-201-5055	CURRENT YEAR NOTES:						
	Supposed to have been budgeted for 2 SWAT on call positions in 201. 9 Total on call to include 6 SWAT, ID, IT and CID.						
011-201-5055	NEXT YEAR NOTES:						
	EXPECTING 3 SWAT on call in 201 \$11,700						
TOTAL PERSONNEL SERVICES		201,776	441,250	139,864	218,637	428,425	209,788

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

201-NARCOTICS TASK FORCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
011-201-5110	OFFICE SUPPLIES	2,811	3,400	204	2,400	2,550	150
011-201-5114	WEARING APPAREL	2,428	3,600	1,472	2,800	3,600	800
011-201-5116	GASOLINE, OIL & GREASE	3,715	4,000	3,945	6,500	5,000	( 1,500)
011-201-5117	MINOR APPARATUS	<u>1,916</u>	<u>4,000</u>	<u>518</u>	<u>2,000</u>	<u>3,000</u>	<u>1,000</u>
TOTAL SUPPLIES & MATERIALS		10,869	15,000	6,139	13,700	14,150	450
<u>MAINTENANCE OF EQUIPMENT</u>							
011-201-5412	VEHICLE MAINTENANCE	<u>7</u>	<u>500</u>	<u>0</u>	<u>6,000</u>	<u>250</u>	<u>( 5,750)</u>
TOTAL MAINTENANCE OF EQUIPMENT		7	500	0	6,000	250	( 5,750)
<u>CONTRACTUAL SERVICES</u>							
011-201-5511	COMMUNICATIONS	66,060	21,305	22,523	26,000	21,305	( 4,695)
011-201-5515	HIRE OF EQUIPMENT	26,832	32,500	21,526	27,200	27,000	( 200)
011-201-5520	INSURANCE	2,532	2,650	3,838	3,838	4,000	162
011-201-5521-06	SPECIAL SERVICES-NARCOT	15,000	15,000	7,500	15,000	15,000	0
011-201-5530	TRAVEL EXPENSE	5,172	7,000	994	2,000	7,000	5,000
011-201-5555	EDUCATION & TRAINING	<u>1,194</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>	<u>1,125</u>	<u>( 375)</u>
TOTAL CONTRACTUAL SERVICES		<u>116,790</u>	<u>79,955</u>	<u>56,381</u>	<u>75,538</u>	<u>75,430</u>	<u>( 108)</u>
TOTAL 201-NARCOTICS TASK FORCE		329,442	536,705	202,385	313,875	518,255	204,380
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## Dept 210 – Fire

## General Fund

The Fire Department provides prevention and suppression services necessary for the protection of lives and property within the City.

### *ACHIEVEMENTS*

- Improve fleet maintenance
- Update standard operating procedure and department policies
- Improved electronic communication to increase efficiency and reduce waste
- Increased and modernized training with online learning for employees
- Updated equipment on Fire trucks
- Reduced overtime

### *GOALS*

- Refresh and update firefighting equipment
- Ensure sustainability of station operations by purchasing and installing emergency generators for stations
- Review and update standard operating procedure and department policies
- Continue to reduce overtime

	<b>Actual 2018-2019</b>	<b>Revised 2019-2020</b>	<b>Proposed 2020-2021</b>
<b>50 – Personnel Services</b>	<b>\$4,138,160</b>	<b>\$4,037,173</b>	<b>\$3,908,278</b>
<b>51 – Supplies and Materials</b>	<b>186,214</b>	<b>155,210</b>	<b>136,650</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>17,168</b>	<b>15,800</b>	<b>15,000</b>
<b>54 – Maintenance of Equipment</b>	<b>183,519</b>	<b>164,925</b>	<b>114,819</b>
<b>55 – Contractual Services</b>	<b>251,138</b>	<b>140,792</b>	<b>156,461</b>
<b>56 – Miscellaneous</b>	<b>175</b>	<b>0</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>431,708</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$5,208,082</b>	<b>\$4,513,900</b>	<b>\$4,331,208</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

012-FIRE

210-FIRE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
012-210-5010	SALARIES	2,346,590	2,381,630	1,503,461	2,388,951	2,396,108	7,157
012-210-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
012-210-5015	AUTO ALLOWANCE	7,891	7,800	4,784	7,641	7,800	159
012-210-5021	TERMINATION PAY	21,530	30,000	109,836	109,837	55,000	( 54,837)
012-210-5022	VACATION BUY BACK	29,799	30,000	65,574	65,574	30,000	( 35,574)
012-210-5035	OVERTIME	478,595	325,000	231,268	344,788	225,000	( 119,788)
012-210-5045	LONGEVITY	26,139	33,810	32,051	32,100	36,109	4,009
012-210-5050	RETIREMENT	436,832	409,986	295,955	457,405	412,503	( 44,902)
012-210-5060	GROUP INSURANCE	483,609	490,923	250,333	344,080	402,370	58,290
012-210-5065	WORKERS' COMPENSATION	80,313	94,362	47,181	47,181	125,451	78,270
012-210-5070	RETIREMENT-DEFERRED COM	160,463	150,602	108,714	157,191	151,526	( 5,665)
012-210-5075	LIFE & DISABILITY INSUR	23,674	22,992	11,501	20,084	20,200	116
012-210-5080	MEDICARE	42,227	39,632	29,460	43,061	39,875	( 3,186)
012-210-5085	UNEMPLOYMENT TAXES	<u>499</u>	<u>396</u>	<u>6,442</u>	<u>19,280</u>	<u>6,336</u>	<u>( 12,944)</u>
TOTAL PERSONNEL SERVICES		4,138,160	4,017,133	2,696,559	4,037,173	3,908,278	( 128,895)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

012-FIRE

210-FIRE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
012-210-5110	OFFICE SUPPLIES	3,688	24,185	22,589	24,185	3,700	( 20,485)
012-210-5112	FOOD SUPPLIES	602	600	158	250	600	350
012-210-5114	WEARING APPAREL	52,684	38,000	31,463	38,000	40,000	2,000
012-210-5116	GASOLINE, OIL & GREASE	29,804	36,050	10,940	25,000	25,000	0
012-210-5117	MINOR APPARATUS	78,010	55,750	11,500	47,000	50,000	3,000
012-210-5118	JANITORIAL SUPPLIES	10,737	5,500	5,094	6,800	7,500	700
012-210-5119	CHEMICALS	1,106	1,200	0	1,200	1,200	0
012-210-5123	OTHER SUPPLIES	1,503	2,000	1,236	2,500	2,500	0
012-210-5124	POSTAGE	142	50	253	275	150	( 125)
012-210-5128	UTILITIES	<u>7,938</u>	<u>6,000</u>	<u>3,902</u>	<u>10,000</u>	<u>6,000</u>	<u>( 4,000)</u>
TOTAL SUPPLIES & MATERIALS		186,214	169,335	87,135	155,210	136,650	( 18,560)
<u>MAINTENANCE OF BUILDINGS/</u>							
012-210-5311	MAINTENANCE OF BUILDING	<u>17,168</u>	<u>11,315</u>	<u>13,651</u>	<u>15,800</u>	<u>15,000</u>	<u>( 800)</u>
TOTAL MAINTENANCE OF BUILDINGS/		17,168	11,315	13,651	15,800	15,000	( 800)
<u>MAINTENANCE OF EQUIPMENT</u>							
012-210-5411	I.T. MAINT & AGREEMENTS	7,717	3,660	3,782	10,000	5,219	( 4,781)
012-210-5412	VEHICLE MAINTENANCE	161,728	110,000	50,208	75,000	100,000	25,000
012-210-5413	FIRE APPARATUS	8,254	5,500	2,713	72,000	7,000	( 65,000)
012-210-5415	MAINTENANCE OF RADIOS	130	200	44	75	100	25

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

012-FIRE

210-FIRE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
012-210-5417	MAINTENANCE OF MOWERS	0	50	0	50	0	( 50)
012-210-5422	MAINT HEATING & COOLING	5,588	2,000	6,949	7,300	2,000	( 5,300)
012-210-5425	MAINT. MACHINERY, TOOLS	102	1,500	429	500	500	0
012-210-5413	CURRENT YEAR NOTES: \$67,000 SCBA's funded from State CARES Grant allocation to City.						
TOTAL MAINTENANCE OF EQUIPMENT		183,519	122,910	64,125	164,925	114,819	( 50,106)

CONTRACTUAL SERVICES

012-210-5511	COMMUNICATIONS	184,077	91,161	58,610	91,161	91,161	0
012-210-5515	HIRE OF EQUIPMENT	2,640	1,800	1,510	2,600	2,650	50
012-210-5520	INSURANCE	11,291	12,800	11,409	11,409	12,000	591
012-210-5521	SPECIAL SERVICES	11	0	10	10	0	( 10)
012-210-5530	TRAVEL EXPENSE	4,587	4,530	3,088	3,500	4,500	1,000
012-210-5535	RENTS	18,087	18,500	12,058	18,087	18,500	413
012-210-5540	DUES & SUBSCRIPTIONS	147	550	450	525	550	25
012-210-5541	PERMITS,LICENSES,TESTIN	7,007	5,100	7,115	7,500	5,100	( 2,400)
012-210-5550	ELECTRICITY	10,201	8,500	5,696	8,500	8,500	0
012-210-5555	EDUCATION & TRAINING	8,193	8,000	( 8,137)	( 8,000)	8,000	16,000
012-210-5560	GAS FOR HEATING	4,897	5,500	3,828	5,500	5,500	0

012-210-5555 CURRENT YEAR NOTES:  
Actual and Revised Budget is negative, because employees did not stay the required agreed upon time and had to reimburse the City for their education expense.

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

012-FIRE

210-FIRE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL CONTRACTUAL SERVICES		251,138	156,441	95,636	140,792	156,461	15,669
<u>MISCELLANEOUS</u>							
012-210-5645	LATE PAY FEES & PENALTI	175	0	0	0	0	0
TOTAL MISCELLANEOUS		175	0	0	0	0	0
<u>VEHICLES</u>							
012-210-6401	MOTOR VEHICLES	38,167	0	0	0	0	0
012-210-6402	FIRE APPARATUS	393,541	0	0	0	0	0
TOTAL VEHICLES		431,708	0	0	0	0	0
TOTAL 210-FIRE		5,208,082	4,477,134	2,957,107	4,513,900	4,331,208	( 182,692)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 220 – Municipal Court

## General Fund

The Municipal Court has jurisdiction in Class C misdemeanors arising under the Texas criminal statutes and city ordinances. The Court staff prepares and maintains all court records and collects fines assessed by the court.

### *ACHIEVEMENTS*

- Continued expansion of Court usage of INCODE’s capabilities
- Initiated work to transition to electronic recordkeeping
- Initiated training for all deputy clerk and municipal court clerk to obtain Level I certification with TMCEC
- Incorporated video conferencing for magistrate hearings.

### *GOALS*

- Continue work to transition away from paper archives to electronic records
- Complete Level I TMCEC certification training for municipal clerk and deputy clerks
- Expand INCODE training for clerks at Big Spring Municipal Court
- 100% staff participation at 2021 Legislative Update

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$286,460</b>	<b>\$268,797</b>	<b>\$289,602</b>
<b>51 – Supplies and Materials</b>	<b>7,767</b>	<b>5,000</b>	<b>7,700</b>
<b>54 – Maintenance of Equipment</b>	<b>11,355</b>	<b>15,000</b>	<b>16,115</b>
<b>55 – Contractual Services</b>	<b>19,420</b>	<b>15,528</b>	<b>12,923</b>
<b>56 – Miscellaneous</b>	<b>90</b>	<b>0</b>	<b>250</b>
<b>Totals</b>	<b>\$325,092</b>	<b>\$304,325</b>	<b>\$326,590</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
013-220-5010	SALARIES	182,648	188,209	103,826	173,983	188,209	14,226
013-220-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
013-220-5015	AUTO ALLOWANCE	7,284	7,200	4,416	7,053	7,200	147
013-220-5021	TERMINATION PAY	0	0	417	417	0	( 417)
013-220-5022	VACATION BUY BACK	2,779	2,800	2,779	2,779	2,800	21
013-220-5035	OVERTIME	0	0	0	0	0	0
013-220-5045	LONGEVITY	2,392	3,013	2,496	2,496	3,425	929
013-220-5050	RETIREMENT	34,241	35,697	18,424	34,135	35,770	1,635
013-220-5060	GROUP INSURANCE	41,000	40,697	18,815	31,890	35,205	3,315
013-220-5065	WORKERS' COMPENSATION	851	906	453	453	907	454
013-220-5070	RETIREMENT-DEFERRED COM	10,765	11,087	6,597	10,642	11,110	468
013-220-5075	LIFE & DISABILITY INSUR	1,629	1,639	675	1,002	1,476	474
013-220-5080	MEDICARE	2,833	2,918	1,736	2,801	2,924	123
013-220-5085	UNEMPLOYMENT TAXES	<u>36</u>	<u>36</u>	<u>382</u>	<u>1,146</u>	<u>576</u>	<u>( 570)</u>
TOTAL PERSONNEL SERVICES		286,460	294,202	161,016	268,797	289,602	20,805

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
013-220-5110	OFFICE SUPPLIES	3,677	3,600	1,723	2,500	3,600	1,100
013-220-5110-01	MUNICIPAL COURT TECHNOL	0	0	0	0	0	0
013-220-5123	OTHER SUPPLIES	0	0	0	0	0	0
013-220-5124	POSTAGE	4,091	4,100	1,592	2,500	4,100	1,600
013-220-5128	UTILITIES	0	0	0	0	0	0

013-220-5110 CURRENT YEAR NOTES:  
Due to COVID-19 our trials were put to a screeching halt. This means letters weren't being sent, so envelopes weren't being used. Our use of paper has dwindled I'm sure because subpoenas are not being sent out. When courts open back up our goal will be to have two trials a day on our assigned court dates. Envelopes, ink, and paper are apart of that process.

013-220-5124 CURRENT YEAR NOTES:  
Since open court hearings came to a halt there has been no need for us to mail out subpoenas. When court proceedings begin again it is the court's goal to have two hearings and the assigned court days. This means twice as many letters will need to be mailed out. Another result of the pandemic is the court had to change its way of taking payments. We began to let people make payments over the phone. This has resulted in people asking us to mail a copy of their receipt. Allowing people to pay over the phone is something we would like to maintain from here on out.

TOTAL SUPPLIES & MATERIALS		7,767	7,700	3,316	5,000	7,700	2,700
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BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
013-220-5311	MAINTENANCE OF BUILDING	0	0	0	0	0	0
	TOTAL MAINTENANCE OF BUILDINGS/	0	0	0	0	0	0
<u>MAINTENANCE OF EQUIPMENT</u>							
013-220-5411	I.T. MAINT & AGREEMENTS	11,355	14,500	12,973	15,000	16,115	1,115
	TOTAL MAINTENANCE OF EQUIPMENT	11,355	14,500	12,973	15,000	16,115	1,115
<u>CONTRACTUAL SERVICES</u>							
013-220-5511	COMMUNICATIONS	5,113	3,703	8,436	9,000	3,703	( 5,297)
013-220-5515	HIRE OF EQUIPMENT	7,260	1,920	1,647	2,470	1,920	( 550)
013-220-5520	INSURANCE	227	250	208	208	250	42
013-220-5521	SPECIAL SERVICES	426	700	0	200	500	300
013-220-5530	TRAVEL EXPENSE	5,323	5,400	1,463	2,500	5,400	2,900
013-220-5540	DUES & SUBSCRIPTIONS	1,071	1,400	627	1,100	1,100	0
013-220-5541	PERMITS,LICENSES,TESTIN	0	0	0	0	0	0
013-220-5550	ELECTRICITY	0	0	0	0	0	0
013-220-5555	EDUCATION & TRAINING	0	50	0	50	50	0

013-220-5530

CURRENT YEAR NOTES:

COVID-19 resulted in all TCCA conferences and trainings to be cancelled for the remainder of the year. Another factor is we had two employee's quit this current fiscal year.

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL CONTRACTUAL SERVICES		19,420	13,423	12,382	15,528	12,923	( 2,605)
<u>MISCELLANEOUS</u>							
013-220-5611	CONTRIBUTIONS	0	0	0	0	0	0
013-220-5637	COURT COST	90	360	0	0	250	250
013-220-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		90	360	0	0	250	250
TOTAL 220-MUNICIPAL COURT		325,092	330,185	189,687	304,325	326,590	22,265
		=====	=====	=====	=====	=====	=====
DEPARTMENTAL NOTES							
TOTAL 013-CITY JUDGE		325,092	330,185	189,687	304,325	326,590	22,265
		=====	=====	=====	=====	=====	=====

## **Dept 230 – Fire Marshal**

## **General Fund**

The Fire Marshal is responsible for fire prevention and the investigation of all fires and other hazardous incidents within the City of Big Spring. He also conducts inspections of commercial businesses, schools and other public buildings.

### ***ACHIEVEMENTS***

- Continued our fire and life safety program with the fire safety trailer and use of K-9.
- Retired “Ignitable liquid detection” K-9 Song.
- Continued to work with Code Enforcement to expedite plan review and inspections of commercial buildings in the City of Big Spring.
- Added two additional Health inspectors to the department.
- Certified three Fire Inspectors.
- Continued fire extinguisher education and demonstrations to the community.
- Knox Key Secure devices for fire trucks and ambulances are now modernized into a cloud-based system to monitor key access for our commercial buildings and controlled substances

### ***GOALS***

- Public education on fire safety at the schools, daycares and nursing homes.
- Send a member of the Fire Department through Police Academy to have additional personnel as Arson Investigator.
- Train Health inspectors and Fire inspectors in the use of city computer programs to centralize collected data for better quality control and records retention.
- Obtain a program to digitize Fire Inspection forms to be able to add to the city’s computer program; to be utilized on the fire ground scene. It would provide faster recognition of high hazard areas, utility shut offs, sprinkler riser rooms and location of fire alarms control panels.
- Obtain tablets for use in the field to digitize and simplify the paperwork also allowing us to go paperless.
- Apply to the State Farm K-9 Program and certify with another “Ignitable Liquid Detection K-9”.

**(Continued on next page)**

**Dept 230 – Fire Marshal****General Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$134,547</b>	<b>\$133,097</b>	<b>\$130,645</b>
<b>51 – Supplies and Materials</b>	<b>5,674</b>	<b>25,449</b>	<b>6,312</b>
<b>54 – Maintenance of Equipment</b>	<b>5,939</b>	<b>7,000</b>	<b>1,000</b>
<b>55 – Contractual Services</b>	<b>9,236</b>	<b>8,854</b>	<b>8,100</b>
<b>60 – Capital Outlay</b>	<b>26,690</b>	<b>35,000</b>	<b>0</b>
<b>Totals</b>	<b>\$182,086</b>	<b>\$209,400</b>	<b>\$146,057</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

012-FIRE

230-FIRE MARSHAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
012-230-5010	SALARIES	92,110	89,448	59,634	93,101	88,887	( 4,214)
012-230-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
012-230-5021	TERMINATION PAY	0	0	0	0	0	0
012-230-5022	VACATION BUY BACK	2,853	2,900	2,906	2,906	2,900	( 6)
012-230-5035	OVERTIME	0	0	0	0	0	0
012-230-5045	LONGEVITY	3,273	3,528	3,417	3,417	3,672	255
012-230-5050	RETIREMENT	14,713	14,381	10,257	14,784	14,319	( 465)
012-230-5060	GROUP INSURANCE	11,090	10,655	5,792	9,107	9,050	( 57)
012-230-5065	WORKERS' COMPENSATION	3,023	3,404	1,702	1,702	4,477	2,775
012-230-5070	RETIREMENT-DEFERRED COM	5,405	5,283	3,768	5,618	5,260	( 358)
012-230-5075	LIFE & DISABILITY INSUR	649	614	319	549	552	3
012-230-5080	MEDICARE	1,422	1,390	991	1,481	1,384	( 97)
012-230-5085	UNEMPLOYMENT TAXES	9	9	144	432	144	( 288)
TOTAL PERSONNEL SERVICES		134,547	131,612	88,931	133,097	130,645	( 2,452)

SUPPLIES & MATERIALS

012-230-5110	OFFICE SUPPLIES	19	200	44	100	100	0
012-230-5113	EXPENSES FOR K-9 ARSON	1,054	1,000	4,297	4,300	1,000	( 3,300)
012-230-5114	WEARING APPAREL	111	400	237	237	400	163
012-230-5116	GASOLINE, OIL & GREASE	2,432	4,000	1,098	2,500	2,500	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

## 002-GENERAL FUND

## 012-FIRE

## 230-FIRE MARSHAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
012-230-5117	MINOR APPARATUS	0	15,300	15,730	16,000	500	( 15,500)
012-230-5123	OTHER SUPPLIES	1,112	1,112	353	1,112	1,112	0
012-230-5124	POSTAGE	1	0	1	0	0	0
012-230-5125	FIRE PREVENTION SUPPLIE	945	1,000	1,155	1,200	700	( 500)
	TOTAL SUPPLIES & MATERIALS	5,674	23,012	22,914	25,449	6,312	( 19,137)
<u>MAINTENANCE OF EQUIPMENT</u>							
012-230-5411	I.T. MAINT & AGREEMENTS	0	0	0	0	0	0
012-230-5412	VEHICLE MAINTENANCE	5,939	1,000	6,629	7,000	1,000	( 6,000)
	TOTAL MAINTENANCE OF EQUIPMENT	5,939	1,000	6,629	7,000	1,000	( 6,000)
<u>CONTRACTUAL SERVICES</u>							
012-230-5511	COMMUNICATIONS	2,228	1,700	3,138	3,500	1,700	( 1,800)
012-230-5520	INSURANCE	978	1,100	1,154	1,154	1,200	46
012-230-5530	TRAVEL EXPENSE	4,391	3,000	0	0	3,000	3,000
012-230-5540	DUES & SUBSCRIPTIONS	1,575	1,600	1,575	1,600	1,600	0
012-230-5541	PERMITS, LICENSES, TESTI	0	100	0	100	100	0
012-230-5555	EDUCATION & TRAINING	64	500	2,438	2,500	500	( 2,000)
	TOTAL CONTRACTUAL SERVICES	9,236	8,000	8,305	8,854	8,100	( 754)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
012-FIRE  
230-FIRE MARSHAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MISCELLANEOUS</u>							
012-230-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>VEHICLES</u>							
012-230-6401	MOTOR VEHICLES	26,690	35,000	35,000	35,000	0	( 35,000)
TOTAL VEHICLES		26,690	35,000	35,000	35,000	0	( 35,000)
TOTAL 230-FIRE MARSHAL		182,086	198,624	161,779	209,400	146,057	( 63,343)
TOTAL 012-FIRE		5,390,168	4,675,758	3,118,886	4,723,300	4,477,265	( 246,035)

# Dept 240 – Animal Control

# General Fund

Animal Control is staffed by certified animal wardens under the supervision of the Police Department. The division provides services to the City and the County by enforcing City Ordinances and State law, impounding/quarantining at-large animals and necessary disposal of dead animals on a daily basis either on schedule or call out.

### ACHIEVEMENTS

- Continued to grow a network rescues from across the nation to help maintain the goal of a “No Kill” shelter.
- Achieved live release rate of 102.98% for dogs and 43.42% for cats for 2019 (live release in excess 100% due to litter births while in custody). These percentages include animals that were euthanized due to sickness/injury.
- Maintained services provided through COVID-19.

### GOALS

- Continue to build partnerships with rescue organizations to maintain the City Council’s resolution of a “No Kill” shelter.
- Obtain state mandated certifications for newer employees as classes resume after COVID-19.
- Once staffing and training levels allow, reinstate the schedule for animal control officers that will help reduce overtime and add weekend coverage for calls.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$231,223</b>	<b>\$160,738</b>	<b>\$229,910</b>
<b>51 – Supplies and Materials</b>	<b>33,066</b>	<b>32,165</b>	<b>29,810</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>5,766</b>	<b>18,600</b>	<b>1,100</b>
<b>54 – Maintenance of Equipment</b>	<b>16,326</b>	<b>16,520</b>	<b>11,570</b>
<b>55 – Contractual Services</b>	<b>59,986</b>	<b>38,968</b>	<b>40,103</b>
<b>60 – Capital Outlay</b>	<b>537</b>	<b>31,191</b>	<b>0</b>
<b>Totals</b>	<b>\$346,903</b>	<b>\$298,182</b>	<b>\$312,493</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

011-POLICE

240-ANIMAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
011-240-5010	SALARIES	135,343	169,098	57,127	95,081	138,686	43,605
011-240-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
011-240-5021	TERMINATION PAY	0	0	3,083	3,850	0	( 3,850)
011-240-5022	VACATION BUY BACK	0	0	0	0	0	0
011-240-5035	OVERTIME	2,592	4,000	1,452	3,500	4,000	500
011-240-5045	LONGEVITY	378	855	115	115	300	185
011-240-5050	RETIREMENT	24,839	31,551	9,909	17,404	26,058	8,654
011-240-5055	STANDBY PAY	3,546	3,900	2,079	3,548	3,900	352
011-240-5060	GROUP INSURANCE	44,285	54,046	14,525	23,078	35,785	12,707
011-240-5065	WORKERS' COMPENSATION	8,699	11,032	5,516	5,516	9,097	3,581
011-240-5070	RETIREMENT-DEFERRED COM	7,813	9,800	3,674	5,190	8,094	2,904
011-240-5075	LIFE & DISABILITY INSUR	1,366	1,679	399	799	1,284	485
011-240-5080	MEDICARE	2,056	2,579	967	1,535	2,130	595
011-240-5085	UNEMPLOYMENT TAXES	306	45	374	1,122	576	( 546)
TOTAL PERSONNEL SERVICES		231,223	288,585	99,219	160,738	229,910	69,172

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
011-POLICE  
240-ANIMAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
011-240-5110	OFFICE SUPPLIES	115	450	207	450	335	( 115)
011-240-5114	WEARING APPAREL	701	1,915	989	1,915	1,000	( 915)
011-240-5115	ANIMAL FOOD	4,870	6,000	2,460	5,000	5,000	0
011-240-5116	GASOLINE, OIL & GREASE	9,895	12,000	3,025	8,000	8,000	0
011-240-5117	MINOR APPARATUS	1,897	3,500	1,945	3,500	1,875	( 1,625)
011-240-5118	JANITORIAL SUPPLIES	2,724	4,100	1,296	3,000	3,500	500
011-240-5120	MEDICAL & SURGICAL	10,375	8,000	6,115	8,000	8,000	0
011-240-5124	POSTAGE	8	0	25	100	0	( 100)
011-240-5128	UTILITIES	1,796	1,300	1,080	1,400	1,300	( 100)
011-240-5128-01	LANDFILL	<u>685</u>	<u>800</u>	<u>305</u>	<u>800</u>	<u>800</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		33,066	38,065	17,446	32,165	29,810	( 2,355)
<u>MAINTENANCE OF BUILDINGS/</u>							
011-240-5311	MAINTENANCE OF BUILDING	5,766	5,000	1,831	18,500	1,000	( 17,500)
011-240-5314	MAINTENANCE OF SANITARY	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>	<u>100</u>	<u>0</u>
TOTAL MAINTENANCE OF BUILDINGS/		5,766	5,100	1,831	18,600	1,100	( 17,500)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
011-POLICE  
240-ANIMAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF EQUIPMENT</u>							
011-240-5412	VEHICLE MAINTENANCE	16,191	15,000	7,501	15,000	11,250	( 3,750)
011-240-5413	MAINTENANCE OF FIRE APP	15	70	0	70	70	0
011-240-5415	MAINTENANCE OF RADIOS	120	0	0	0	0	0
011-240-5422	MAINT. HEATING & COOLIN	0	250	1,157	1,450	250	( 1,200)
TOTAL MAINTENANCE OF EQUIPMENT		16,326	15,320	8,658	16,520	11,570	( 4,950)
<u>CONTRACTUAL SERVICES</u>							
011-240-5511	COMMUNICATIONS	37,461	18,403	11,811	18,403	18,403	0
011-240-5520	INSURANCE	3,611	3,850	3,365	3,365	3,500	135
011-240-5521	SPECIAL SERVICES	12,800	11,000	5,692	11,000	11,000	0
011-240-5530	TRAVEL EXPENSE	1,175	1,000	0	1,000	2,000	1,000
011-240-5541	PERMITS,LICENSES,TESTIN	0	0	0	0	0	0
011-240-5550	ELECTRICITY	1,861	2,400	763	2,400	2,400	0
011-240-5560	GAS FOR HEATING	3,079	2,800	2,087	2,800	2,800	0
011-240-5530	NEXT YEAR NOTES:	HAVE HIRED NEW EMPLOYEES THAT WILL REQUIRE MANDATORY TRAINING					
TOTAL CONTRACTUAL SERVICES		59,986	39,453	23,718	38,968	40,103	1,135

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
011-POLICE  
240-ANIMAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MISCELLANEOUS</u>							
011-240-5616	JUDGEMENTS & DAMAGES	0	0	0	0	0	0
011-240-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>VEHICLES</u>							
011-240-6401	MOTOR VEHICLES	537	0	31,191	31,191	0	( 31,191)
TOTAL VEHICLES		537	0	31,191	31,191	0	( 31,191)
TOTAL 240-ANIMAL CONTROL		346,903	386,523	182,063	298,182	312,493	14,311
		=====	=====	=====	=====	=====	=====

## Dept 300 – Code Enforcement

## General Fund

The Department of Code Enforcement/Inspections includes both building inspection and code enforcement activities. The Building Inspector reviews construction permits and conducts inspections to ensure compliance with the adopted building codes. He also reviews to assure compliance within the construction plans. Code enforcement conducts inspections to ensure compliance with the sub-standard structure, junk vehicles, weedy lots and other City Ordinances.

### *ACHIEVEMENTS*

- Continued sanitary sewer overflow program
- Continued backflow prevention program
- Continued productivity with the Code Officer positions
- Successfully implemented the Substandard Structure Removal Program

### *GOALS*

- Continue sanitary sewer overflow program
- Continue to improve the proactive code enforcement process to reduce the amounts of complaints to allow the Code office to better schedule the workflow

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$299,465</b>	<b>\$270,979</b>	<b>\$312,501</b>
<b>51 – Supplies and Materials</b>	<b>21,329</b>	<b>25,700</b>	<b>9,650</b>
<b>54 – Maintenance of Equipment</b>	<b>18,408</b>	<b>23,500</b>	<b>16,710</b>
<b>55 – Contractual Services</b>	<b>100,458</b>	<b>47,464</b>	<b>58,634</b>
<b>56 - Miscellaneous</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>26,690</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$466,351</b>	<b>\$367,643</b>	<b>\$397,495</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

021-PUBLIC WORKS

300-CODE ENFORCEMENT/INSP

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-300-5010	SALARIES	184,305	198,093	96,828	176,746	205,265	28,519
021-300-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-300-5021	TERMINATION PAY	8,756	0	2,273	2,274	0	( 2,274)
021-300-5022	VACATION BUY BACK	1,106	1,150	1,487	1,487	1,150	( 337)
021-300-5035	OVERTIME	51	3,500	1,688	2,199	2,500	301
021-300-5045	LONGEVITY	1,863	2,428	497	580	3,737	3,157
021-300-5050	RETIREMENT	34,958	36,220	16,489	32,418	37,725	5,307
021-300-5060	GROUP INSURANCE	51,106	50,708	22,250	38,271	42,760	4,489
021-300-5065	WORKERS' COMPENSATION	1,673	1,885	943	943	1,972	1,029
021-300-5070	RETIREMENT-DEFERRED COM	10,865	11,250	5,916	9,571	11,717	2,146
021-300-5075	LIFE & DISABILITY INSUR	1,874	1,917	811	1,621	1,872	251
021-300-5080	MEDICARE	2,859	2,960	1,557	2,719	3,083	364
021-300-5085	UNEMPLOYMENT TAXES	51	45	710	2,150	720	( 1,430)
TOTAL PERSONNEL SERVICES		299,465	310,156	151,448	270,979	312,501	41,522

SUPPLIES & MATERIALS

021-300-5110	OFFICE SUPPLIES	3,946	3,500	1,419	2,500	3,000	500
021-300-5114	WEARING APPAREL	213	500	415	500	500	0
021-300-5116	GASOLINE, OIL, & GREASE	2,270	2,500	995	2,500	2,500	0
021-300-5117	MINOR APPARATUS	514	6,000	117	200	500	300

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

021-PUBLIC WORKS

300-CODE ENFORCEMENT/INSP

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
021-300-5118	JANITORIAL SUPPLIES	89	500	314	500	500	0
021-300-5124	POSTAGE	3,591	2,500	1,190	2,500	2,650	150
021-300-5128-01	LANDFILL	<u>10,706</u>	<u>0</u>	<u>9,907</u>	<u>17,000</u>	<u>0</u>	<u>( 17,000)</u>
	TOTAL SUPPLIES & MATERIALS	21,329	15,500	14,357	25,700	9,650	( 16,050)
<u>MAINTENANCE OF EQUIPMENT</u>							
021-300-5411	I.T. MAINT & AGREEMENTS	7,966	9,200	13,390	13,500	9,710	( 3,790)
021-300-5412	VEHICLE MAINTENANCE	<u>10,442</u>	<u>7,000</u>	<u>7,992</u>	<u>10,000</u>	<u>7,000</u>	<u>( 3,000)</u>
	TOTAL MAINTENANCE OF EQUIPMENT	18,408	16,200	21,382	23,500	16,710	( 6,790)
<u>CONTRACTUAL SERVICES</u>							
021-300-5511	COMMUNICATIONS	14,750	6,196	8,782	10,000	6,196	( 3,804)
021-300-5515	HIRE OF EQUIPMENT	3,894	4,000	1,777	2,600	2,600	0
021-300-5520	INSURANCE	1,284	1,350	2,696	2,696	2,700	4
021-300-5521	SPECIAL SERVICES	29,673	10,000	1,841	4,000	18,500	14,500
021-300-5521-01	WEEDY LOTS MAINTENANCE	46,282	20,538	13,960	20,538	20,538	0
021-300-5525	ADVERTISING	3,282	2,500	0	1,000	4,000	3,000
021-300-5530	TRAVEL EXPENSE	1,647	1,600	4,128	4,130	1,600	( 2,530)
021-300-5540	DUES & SUBSCRIPTIONS	425	400	0	0	400	400
021-300-5541	PERMITS,LICENSES, TESTI	412	1,600	650	1,000	1,600	600
021-300-5555	EDUCATION & TRAINING (	<u>1,192)</u>	300	1,000	1,500	500	( 1,000)
021-300-5565	SANITATION - ROLLOFF, D	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
021-PUBLIC WORKS  
300-CODE ENFORCEMENT/INSP

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL CONTRACTUAL SERVICES		100,458	48,484	34,833	47,464	58,634	11,170
<u>MISCELLANEOUS</u>							
021-300-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>VEHICLES</u>							
021-300-6401	MOTOR VEHICLES	26,690	0	0	0	0	0
TOTAL VEHICLES		26,690	0	0	0	0	0
TOTAL 300-CODE ENFORCEMENT/INSP		466,351	390,340	222,021	367,643	397,495	29,852
		=====	=====	=====	=====	=====	=====

## Dept 310 – General Maintenance

## General Fund

This department provides construction, renovation and maintenance services to all departments and to provide clean and well-maintained city-owned properties and facilities for our citizens

### *ACHIEVEMENTS*

- Continued preventive maintenance on all City Facilities

### *GOALS*

- Continue to improve facilities so additional savings can be achieved

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$98,669</b>	<b>\$84,753</b>	<b>\$53,852</b>
<b>51 – Supplies and Materials</b>	<b>6,314</b>	<b>6,043</b>	<b>5,800</b>
<b>53 – Maintenance of Buildings</b>	<b>63</b>	<b>708</b>	<b>0</b>
<b>54 – Maintenance of Equipment</b>	<b>26,857</b>	<b>45,150</b>	<b>15,000</b>
<b>55 – Contractual Services</b>	<b>4,010</b>	<b>2,643</b>	<b>4,647</b>
<b>Totals</b>	<b>\$135,913</b>	<b>\$139,297</b>	<b>\$79,299</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
021-PUBLIC WORKS  
310-GENERAL MAINTENANCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-310-5010	SALARIES	56,918	70,104	38,201	49,460	29,896	( 19,564)
021-310-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-310-5021	TERMINATION PAY	0	0	0	0	0	0
021-310-5022	VACATION BUY BACK	0	0	0	0	0	0
021-310-5035	OVERTIME	107	500	69	500	500	0
021-310-5045	LONGEVITY	1,414	2,070	1,835	1,865	176	( 1,689)
021-310-5050	RETIREMENT	10,899	13,584	6,810	9,382	6,115	( 3,267)
021-310-5055	STANDBY PAY	3,921	3,900	2,454	3,923	3,900	( 23)
021-310-5060	GROUP INSURANCE	16,386	20,028	9,521	12,656	8,552	( 4,104)
021-310-5065	WORKERS' COMPENSATION	4,066	4,218	2,109	2,109	1,894	( 215)
021-310-5070	RETIREMENT-DEFERRED COM	3,429	4,219	2,471	3,177	1,899	( 1,278)
021-310-5075	LIFE & DISABILITY	609	714	315	430	276	( 154)
021-310-5080	MEDICARE	903	1,110	650	837	500	( 337)
021-310-5085	UNEMPLOYMENT TAXES	<u>18</u>	<u>18</u>	<u>138</u>	<u>414</u>	<u>144</u>	<u>( 270)</u>
TOTAL PERSONNEL SERVICES		98,669	120,465	64,574	84,753	53,852	( 30,901)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

021-PUBLIC WORKS

310-GENERAL MAINTENANCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-310-5110	OFFICE SUPPLIES	0	200	119	150	100	( 50)
021-310-5114	WEARING APPAREL	335	600	258	258	600	342
021-310-5116	GASOLINE, OIL & GREASE	2,684	2,700	1,144	1,700	2,700	1,000
021-310-5117	MINOR APARATUS	2,071	2,000	1,044	2,000	2,000	0
021-310-5118	JANITORIAL SUPPLIES	188	0	28	50	0	( 50)
021-310-5123	OTHER SUPPLIES	1,036	400	443	500	400	( 100)
021-310-5128	UTILITIES	<u>0</u>	<u>0</u>	<u>760</u>	<u>1,385</u>	<u>0</u>	<u>( 1,385)</u>
TOTAL SUPPLIES & MATERIALS		6,314	5,900	3,795	6,043	5,800	( 243)
<u>MAINTENANCE OF BUILDINGS/</u>							
021-310-5311	MAINTENANCE OF BUILDING	<u>63</u>	<u>0</u>	<u>708</u>	<u>708</u>	<u>0</u>	<u>( 708)</u>
TOTAL MAINTENANCE OF BUILDINGS/		63	0	708	708	0	( 708)
<u>MAINTENANCE OF EQUIPMENT</u>							
021-310-5411	I.T. MAINT & AGREEMENTS	0	150	150	150	0	( 150)
021-310-5412	VEHICLE MAINTENANCE	26,857	20,000	32,078	45,000	15,000	( 30,000)
021-310-5425	MAINT. MACHINERY, TOOLS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF EQUIPMENT		26,857	20,150	32,228	45,150	15,000	( 30,150)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
021-PUBLIC WORKS  
310-GENERAL MAINTENANCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
021-310-5511	COMMUNICATIONS	952	247	184	250	247	( 3)
021-310-5515	HIRE OF EQUIPMENT	0	0	605	1,100	1,100	0
021-310-5520	INSURANCE	528	730	493	493	500	7
021-310-5530	TRAVEL EXPENSE	0	1,500	114	300	300	0
021-310-5550	ELECTRICITY	<u>2,530</u>	<u>2,500</u>	<u>152</u>	<u>500</u>	<u>2,500</u>	<u>2,000</u>
TOTAL CONTRACTUAL SERVICES		4,010	4,977	1,547	2,643	4,647	2,004
<u>MISCELLANEOUS</u>							
021-310-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL 310-GENERAL MAINTENANCE		135,913	151,492	102,852	139,297	79,299	( 59,998)
		=====	=====	=====	=====	=====	=====

## Dept 320 – Streets

## General Fund

The Street Department maintains and repairs 189 miles of paved streets as well as curbs, gutters and storm sewers. The department also maintains a seal coat schedule for all paved streets.

### *ACHIEVEMENTS*

- Extended street life through 2020 seal coat project
- Re-striped streets
- Continued weed control
- Continued mosquito spraying
- Maintained cleaner street by adding additional sweeper and operator

### *GOALS*

- Continue to extend street life through seal coat and crack seal
- Continue weed control on roadways and easements
- Rebuild street intersections

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$844,318</b>	<b>\$623,097</b>	<b>\$664,115</b>
<b>51 – Supplies and Materials</b>	<b>153,777</b>	<b>80,840</b>	<b>93,240</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>52,344</b>	<b>87,000</b>	<b>85,600</b>
<b>54 – Maintenance of Equipment</b>	<b>141,902</b>	<b>107,660</b>	<b>108,700</b>
<b>55 – Contractual Services</b>	<b>495,905</b>	<b>301,511</b>	<b>302,550</b>
<b>56 - Miscellaneous</b>	<b>17,118</b>	<b>9,997</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>544,350</b>	<b>1,685,635</b>	<b>1,000,000</b>
<b>Totals</b>	<b>\$2,249,714</b>	<b>\$2,895,740</b>	<b>\$2,254,205</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

022-HIGHWAYS &amp; STREETS

320-STREETS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
022-320-5010	SALARIES	425,662	532,832	226,486	349,105	380,278	31,173
022-320-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
022-320-5021	TERMINATION PAY	37,708	0	11,055	11,055	7,400	( 3,655)
022-320-5022	VACATION BUY BACK	5,058	5,100	4,885	4,885	5,100	215
022-320-5035	OVERTIME	40,268	25,000	17,214	28,769	20,000	( 8,769)
022-320-5045	LONGEVITY	14,082	13,626	11,574	11,574	13,207	1,633
022-320-5050	RETIREMENT	93,637	103,399	45,552	65,671	76,262	10,591
022-320-5055	STANDBY PAY	3,921	3,900	2,304	3,923	3,900	( 23)
022-320-5060	GROUP INSURANCE	125,387	149,626	52,776	81,905	88,094	6,189
022-320-5065	WORKERS' COMPENSATION	56,953	57,380	28,690	28,690	35,034	6,344
022-320-5070	RETIREMENT-DEFERRED COM	29,334	32,115	15,830	23,114	23,687	573
022-320-5075	LIFE & DISABILITY INSUR	4,349	5,145	1,834	3,187	3,480	293
022-320-5080	MEDICARE	7,720	8,451	4,166	7,208	6,233	( 975)
022-320-5085	UNEMPLOYMENT TAXES	<u>239</u>	<u>126</u>	<u>1,339</u>	<u>4,011</u>	<u>1,440</u>	<u>( 2,571)</u>
TOTAL PERSONNEL SERVICES		844,318	936,700	423,704	623,097	664,115	41,018

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
022-HIGHWAYS & STREETS  
320-STREETS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
022-320-5110	OFFICE SUPPLIES	182	500	450	500	500	0
022-320-5112	FOOD SUPPLIES	159	200	0	200	200	0
022-320-5114	WEARING APPAREL	2,704	3,862	1,670	3,000	3,000	0
022-320-5116	GASOLINE, OIL, & GREASE	45,639	40,000	16,100	30,000	40,000	10,000
022-320-5117	MINOR APPARATUS	30,619	15,000	4,836	15,000	15,000	0
022-320-5118	JANITORIAL SUPPLIES	303	500	514	600	500	( 100)
022-320-5119	CHEMICALS	6,526	11,000	1,152	6,000	10,000	4,000
022-320-5123	OTHER SUPPLIES	1,455	2,500	3,352	4,000	2,500	( 1,500)
022-320-5124	POSTAGE	0	40	1	40	40	0
022-320-5128	UTILITIES	1,705	1,500	297	1,500	1,500	0
022-320-5128-01	LANDFILL	<u>64,485</u>	<u>75,000</u>	<u>8,092</u>	<u>20,000</u>	<u>20,000</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		153,777	150,102	36,464	80,840	93,240	12,400

MAINTENANCE OF BUILDINGS/

022-320-5311	MAINTENANCE OF BUILDING	3,988	17,000	1,208	17,000	5,000	( 12,000)
022-320-5318	MAINT. PAVED & UNPAVED	482	25,000	8,172	25,000	25,000	0
022-320-5318-01	ADA IMPROVEMENTS	17,674	25,000	2,084	25,000	25,000	0
022-320-5320	STREET MARKERS	<u>30,201</u>	<u>30,600</u>	<u>13,588</u>	<u>20,000</u>	<u>30,600</u>	<u>10,600</u>

022-320-5311 CURRENT YEAR NOTES:  
\$12,000 Roof & Building Repair

022-320-5318-01 PERMANENT NOTES:

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

022-HIGHWAYS &amp; STREETS

320-STREETS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
ADA Transition Plan - Curb Cuts - \$25,000 annually							
	TOTAL MAINTENANCE OF BUILDINGS/	52,344	97,600	25,052	87,000	85,600	( 1,400)
<u>MAINTENANCE OF EQUIPMENT</u>							
022-320-5411	I.T. MAINT & AGREEMENTS	0	0	0	0	40	40
022-320-5412	VEHICLE MAINTENANCE	135,569	102,000	67,684	102,000	102,000	0
022-320-5413	MAINT. FIRE APPARATUS	36	60	0	60	60	0
022-320-5421	SIGNAL SYSTEMS	3,853	6,000	2,145	5,000	6,000	1,000
022-320-5422	HEATING AND COOLING SYS	1,857	100	0	100	100	0
022-320-5425	MAINT. MACHINERY, TOOLS	587	500	142	500	500	0
	TOTAL MAINTENANCE OF EQUIPMENT	141,902	108,660	69,971	107,660	108,700	1,040
<u>CONTRACTUAL SERVICES</u>							
022-320-5511	COMMUNICATIONS	16,556	9,050	8,481	9,050	9,050	0
022-320-5515	HIRE OF EQUIPMENT	12,840	17,057	1,064	2,000	2,000	0
022-320-5520	INSURANCE	12,505	13,000	12,754	12,754	13,000	246
022-320-5521	SPECIAL SERVICES	208,773	30,000	10,519	30,000	30,000	0
022-320-5530	TRAVEL EXPENSE	281	500	357	357	500	143
022-320-5541	PERMITS,LICENSES,TESTIN	250	1,300	476	500	1,300	800
022-320-5550	ELECTRICITY	243,157	291,000	129,697	245,000	245,000	0
022-320-5560	GAS FOR HEATING	1,543	1,500	1,623	1,850	1,700	( 150)
	TOTAL CONTRACTUAL SERVICES	495,905	363,407	164,970	301,511	302,550	1,039

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

022-HIGHWAYS &amp; STREETS

320-STREETS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MISCELLANEOUS</u>							
022-320-5616	JUDGEMENTS & DAMAGES	17,115	0	9,992	9,992	0	( 9,992)
022-320-5645	LATE PAY FEES & PENALTI	3	0	5	5	0	( 5)
TOTAL MISCELLANEOUS		17,118	0	9,997	9,997	0	( 9,997)
<u>BUILDING &amp; STRUCTURES</u>							
022-320-6215	SIDEWALKS AND STEPS	0	325,000	0	0	0	0
022-320-6218	STREETS	0	0	0	0	0	0
022-320-6219	CRACK S., SEAL ., FOG S	504,916	1,500,000	14,194	1,500,000	1,000,000	( 500,000)
022-320-6215	CURRENT YEAR NOTES:						
	\$325,000 upgrade sidewalks in Main Street						
TOTAL BUILDING & STRUCTURES		504,916	1,825,000	14,194	1,500,000	1,000,000	( 500,000)
<u>EQUIPMENT</u>							
022-320-6311	MACHINERY & EQUIPMENT	0	0	0	0	0	0
022-320-6321	SIGNAL & LIGHTS SYSTEMS	0	250,000	0	0	0	0
TOTAL EQUIPMENT		0	250,000	0	0	0	0
<u>VEHICLES</u>							
022-320-6401	MOTOR VEHICLES	0	0	41,716	41,716	0	( 41,716)
022-320-6404	HEAVY EQUIPMENT	39,434	34,000	143,919	143,919	0	( 143,919)
TOTAL VEHICLES		39,434	34,000	185,635	185,635	0	( 185,635)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
022-HIGHWAYS & STREETS  
320-STREETS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<hr/>							
	TOTAL 320-STREETS	2,249,714	3,765,469	929,986	2,895,740	2,254,205	( 641,535)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

	TOTAL 022-HIGHWAYS & STREETS	2,249,714	3,765,469	929,986	2,895,740	2,254,205	( 641,535)
		=====	=====	=====	=====	=====	=====

## Dept 370 – Parks

## General Fund

The Parks Department provides improvements and upkeep for parks and ballfield facilities available for public enjoyment. The Department strives to present aesthetically pleasing areas through the maintenance of playground and other recreational equipment, grounds maintenance, weed and litter control and other landscaping activities.

### *ACHIEVEMENTS*

- Repaired and installed more irrigation in Comanche Trail Park
- Repaired BBQ pits and made new grills in all the parks
- Had new Fence built around Parks and Golf shops with gates
- Cleaned and painted main restroom at Comanche Trail Park
- Fabricated and put up new gate at the north 87 entrance in Comanche Trail Park
- Painted all park signs and main entrance overhead sign at Comanche Trail Park
- Repaired both walking bridges at Morgan Park
- Cleaned out old rock fountain in Comanche Trail, put in irrigation and turned into a Planter with flowers and rose bushes
- Planted 8 new trees with irrigation
- Built 6 new benches and installed 4 at the duck pond and 2 by the new planter
- Built 5 new tables 3- 8ft and 2-14ft for the SM Energy pavilion

### *GOALS*

- Build a 16'x16' pavilion with a metal roof at Kid Zone
- Replace the rest of existing fencing at Comanche Trail Park
- Finish the irrigation in the rest of the park
- Rebuild the infield at Cotton Mize field with infield clay mix and conditioner
- Plant more trees at Comanche Trail Park, mainly on the side of the road on the entrance
- Build and place more picnic tables throughout parks
- Repair old irrigation at Bert Andries Park

(Continued on next page)

**Dept 370 – Parks****General Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$339,334</b>	<b>\$329,426</b>	<b>\$310,998</b>
<b>51 – Supplies and Materials</b>	<b>52,522</b>	<b>41,100</b>	<b>45,700</b>
<b>52 – Maintenance of Land</b>	<b>633</b>	<b>500</b>	<b>0</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>17,140</b>	<b>23,000</b>	<b>21,500</b>
<b>54 – Maintenance of Equipment</b>	<b>38,284</b>	<b>43,750</b>	<b>37,420</b>
<b>55 – Contractual Services</b>	<b>37,583</b>	<b>32,478</b>	<b>31,186</b>
<b>56 – Miscellaneous</b>	<b>0</b>	<b>7</b>	<b>0</b>
<b>63 – Capital Outlay</b>	<b>7,550</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$493,046</b>	<b>\$470,261</b>	<b>\$446,804</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

370-PARKS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
027-370-5010	SALARIES	198,791	214,507	133,321	207,772	187,799	( 19,973)
027-370-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
027-370-5021	TERMINATION PAY	1,484	0	0	0	0	0
027-370-5022	VACATION BUY BACK	2,884	2,900	1,566	2,423	2,900	477
027-370-5035	OVERTIME	8,450	10,000	2,485	5,707	10,000	4,293
027-370-5045	LONGEVITY	876	1,350	875	928	1,710	782
027-370-5050	RETIREMENT	36,757	41,273	23,478	40,314	36,599	( 3,715)
027-370-5055	STANDBY PAY	3,321	3,900	2,454	3,923	3,900	( 23)
027-370-5060	GROUP INSURANCE	59,708	60,080	31,771	43,000	43,259	259
027-370-5065	WORKERS' COMPENSATION	9,820	9,654	4,827	4,827	8,119	3,292
027-370-5070	RETIREMENT-DEFERRED COM	11,877	12,819	8,163	12,829	11,368	( 1,461)
027-370-5075	LIFE & DISABILITY INSUR	1,992	2,083	1,088	1,906	1,632	( 274)
027-370-5080	MEDICARE	3,125	3,374	2,148	3,305	2,992	( 313)
027-370-5085	UNEMPLOYMENT TAXES	<u>247</u>	<u>54</u>	<u>834</u>	<u>2,492</u>	<u>720</u>	<u>( 1,772)</u>
TOTAL PERSONNEL SERVICES		339,334	361,994	213,010	329,426	310,998	( 18,428)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
370-PARKS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
027-370-5110	OFFICE SUPPLIES	0	100	25	100	100	0
027-370-5112	FOOD SUPPLIES	526	1,200	217	600	600	0
027-370-5114	WEARING APPAREL	5,113	3,500	1,734	3,000	3,500	500
027-370-5116	GASOLINE, OIL, & GREASE	13,447	8,000	3,033	8,000	8,000	0
027-370-5117	MINOR APPARATUS	8,360	7,500	3,926	6,500	7,500	1,000
027-370-5118	JANITORIAL SUPPLIES	4,795	5,000	1,576	3,000	4,000	1,000
027-370-5122	PLANTS & GRASS	0	1,200	581	1,200	1,200	0
027-370-5123	OTHER SUPPLIES	4,316	3,000	1,839	3,000	4,300	1,300
027-370-5124	POSTAGE	0	10	0	0	0	0
027-370-5128	UTILITIES	14,352	17,000	7,288	14,500	14,500	0
027-370-5128-01	LANDFILL	<u>1,612</u>	<u>2,000</u>	<u>639</u>	<u>1,200</u>	<u>2,000</u>	<u>800</u>

027-370-5123 PERMANENT NOTES:  
Projects that do not fall under building maintenance or  
minor apparatus.  
irrigation, paint, wood, chains, etc.

TOTAL SUPPLIES & MATERIALS 52,522 48,510 20,859 41,100 45,700 4,600

MAINTENANCE OF LAND

027-370-5210	LAND MAINTENANCE	<u>633</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>( 500)</u>
TOTAL MAINTENANCE OF LAND		633	500	0	500	0	( 500)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

370-PARKS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
027-370-5311	MAINTENANCE OF BUILDING	2,973	2,500	1,469	2,500	2,500	0
027-370-5318-01	ADA IMPROVEMENTS	0	0	0	0	0	0
027-370-5322	MAINT. FENCES AND GATES	7,398	7,500	2,724	7,500	2,000	( 5,500)
027-370-5323	MAINTENANCE OF BALLFIELD	40	2,000	370	1,000	2,000	1,000
027-370-5326	MISCELLANEOUS IMPROVEME	6,730	15,000	6,811	12,000	15,000	3,000
TOTAL MAINTENANCE OF BUILDINGS/		17,140	27,000	11,374	23,000	21,500	( 1,500)
<u>MAINTENANCE OF EQUIPMENT</u>							
027-370-5411	I.T. MAINT & AGREEMENTS	0	150	150	150	170	20
027-370-5412	VEHICLE MAINTENANCE	35,998	35,000	27,457	41,000	35,000	( 6,000)
027-370-5415	RADIO MAINTENANCE	0	0	0	0	0	0
027-370-5417	MAINTENANCE OF MOWERS	1,258	1,500	1,402	1,850	1,500	( 350)
027-370-5419	MAINTENANCE OF PIPE LIN	0	0	0	0	0	0
027-370-5425	MAINT. MACHINERY, TOOLS	1,028	750	47	750	750	0
TOTAL MAINTENANCE OF EQUIPMENT		38,284	37,400	29,056	43,750	37,420	( 6,330)
<u>CONTRACTUAL SERVICES</u>							
027-370-5511	COMMUNICATIONS	7,336	5,476	2,739	5,476	5,476	0
027-370-5515	HIRE OF EQUIPMENT	175	0	75	750	150	( 600)
027-370-5520	INSURANCE	5,106	5,200	4,941	4,942	5,200	258
027-370-5521	SPECIAL SERVICES	10	0	1,089	1,200	0	( 1,200)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
370-PARKS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-370-5530	TRAVEL EXPENSE	0	500	0	0	0	0
027-370-5541	PERMITS, LICENSES, AND	0	400	0	400	400	0
027-370-5550	ELECTRICITY	23,545	14,000	9,176	18,260	18,260	0
027-370-5555	EDUCATION & TRAINING	0	0	0	0	250	250
027-370-5560	GAS FOR HEATING	<u>1,411</u>	<u>1,690</u>	<u>1,092</u>	<u>1,450</u>	<u>1,450</u>	<u>0</u>
TOTAL CONTRACTUAL SERVICES		37,583	27,266	19,112	32,478	31,186	( 1,292)

MISCELLANEOUS

027-370-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>6</u>	<u>7</u>	<u>0</u>	<u>( 7)</u>
TOTAL MISCELLANEOUS		0	0	6	7	0	( 7)

EQUIPMENT

027-370-6311	MACHINERY & EQUIPMENT	<u>7,550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EQUIPMENT		<u>7,550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

TOTAL 370-PARKS	493,046	502,670	293,416	470,261	446,804	( 23,457)
	=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## **Dept 375 – Sports Complex**

## **General Fund**

The Parks Department provides improvements and upkeep for parks and ballfield facilities available for public enjoyment. The Department strives to present aesthetically pleasing areas through the maintenance of playground and other recreational equipment, grounds maintenance, weed and litter control and other landscaping activities.

### ***ACHIEVEMENTS***

- New lighting system on Roberts Baseball field
- Got irrigation working in all common areas at softball
- Painted all of softball concession including shelves
- Rebuilt valve boxes at baseball and continuing to upgrade baseball irrigation system
- Complete rebuild infield of field 4
- Over seeded all of softball including common areas with perineal rye grass
- Added 24 tons of playground sand to softball playground
- Replaced a lot of boards on stands at baseball and painted
- Put together a routine maintenance program that is working very well. The complex as a whole is looking better than it has in years.

### ***GOALS***

- New lighting system on Garrett Baseball field
- Need the new water taps as we are running out of water
- Completely re-do all of Pony field including rebuilding the infield
- Paint the complete outside of Baseball Concession
- Paint the stands at Pony Field
- Over seed all Baseball fields depending on water situation
- Will continue to improve our maintenance program

**(Continued on next page)**

**Dept 375 – Sports Complex****General Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$168,072</b>	<b>\$148,017</b>	<b>\$175,800</b>
<b>51 – Supplies and Materials</b>	<b>24,327</b>	<b>27,400</b>	<b>26,200</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>51,533</b>	<b>38,845</b>	<b>49,010</b>
<b>54 – Maintenance of Equipment</b>	<b>10,425</b>	<b>8,650</b>	<b>9,650</b>
<b>55 – Contractual Services</b>	<b>55,782</b>	<b>63,129</b>	<b>63,434</b>
<b>56 – Miscellaneous</b>	<b>5</b>	<b>0</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>202,953</b>	<b>173,650</b>	<b>0</b>
<b>Totals</b>	<b>\$513,097</b>	<b>\$459,691</b>	<b>\$324,094</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
375-SPORTS COMPLEX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
027-375-5010	SALARIES	97,297	102,035	50,548	89,365	103,093	13,728
027-375-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
027-375-5021	TERMINATION PAY	0	0	1,285	1,285	0	( 1,285)
027-375-5022	VACATION BUY BACK	1,347	1,350	1,991	1,991	1,350	( 641)
027-375-5035	OVERTIME	7,603	10,000	1,989	4,523	10,000	5,477
027-375-5045	LONGEVITY	301	656	241	379	719	340
027-375-5050	RETIREMENT	17,920	20,231	9,127	17,591	20,430	2,839
027-375-5055	STANDBY PAY	0	0	0	0	0	0
027-375-5060	GROUP INSURANCE	30,386	31,323	12,500	21,897	25,656	3,759
027-375-5065	WORKERS' COMPENSATION	4,593	4,661	2,331	2,331	4,473	2,142
027-375-5070	RETIREMENT-DEFERRED COM	5,833	6,284	3,276	5,424	6,345	921
027-375-5075	LIFE & DISABILITY INSUR	1,026	1,039	393	800	1,632	832
027-375-5080	MEDICARE	1,535	1,654	862	1,432	1,670	238
027-375-5085	UNEMPLOYMENT TAXES	<u>229</u>	<u>27</u>	<u>335</u>	<u>999</u>	<u>432</u>	<u>( 567)</u>
TOTAL PERSONNEL SERVICES		168,072	179,260	84,877	148,017	175,800	27,783

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
375-SPORTS COMPLEX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
027-375-5110	OFFICE SUPPLIES	0	100	15	50	50	0
027-375-5112	FOOD SUPPLIES	26	90	0	50	50	0
027-375-5114	WEARING APPAREL	774	800	750	800	800	0
027-375-5116	GASOLINE, OIL, & GREASE	5,859	6,000	3,005	6,000	6,000	0
027-375-5117	MINOR APPARATUS	4,104	5,000	2,761	4,000	4,000	0
027-375-5118	JANITORIAL SUPPLIES	1,376	3,500	1,064	2,500	2,500	0
027-375-5122	PLANTS & GRASS	6,801	15,000	2,600	7,500	7,500	0
027-375-5123	OTHER SUPPLIES	1,473	2,000	3,100	3,200	2,000	( 1,200)
027-375-5124	POSTAGE	0	0	0	0	0	0
027-375-5128	UTILITIES	2,762	3,500	1,367	2,800	2,800	0
027-375-5128-01	LANDFILL	<u>1,152</u>	<u>500</u>	<u>383</u>	<u>500</u>	<u>500</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		24,327	36,490	15,046	27,400	26,200	( 1,200)

MAINTENANCE OF LAND

027-375-5210	LAND MAINTENANCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF LAND		0	0	0	0	0	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

375-SPORTS COMPLEX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
027-375-5311	MAINTENANCE OF BUILDING	2,268	2,500	1,505	2,000	2,500	500
027-375-5321	MAINTENANCE OF WELLS	3,673	0	0	0	0	0
027-375-5322	MAINT. FENCES AND GATES	68	500	1,507	1,507	1,510	3
027-375-5323	MAINTENANCE OF BALLFIELD	40,668	45,000	25,895	35,000	45,000	10,000
027-375-5326	MISCELLANEOUS IMPROVEME	4,856	0	338	338	0	( 338)
TOTAL MAINTENANCE OF BUILDINGS/		51,533	48,000	29,245	38,845	49,010	10,165
<u>MAINTENANCE OF EQUIPMENT</u>							
027-375-5411	I.T. MAINT & AGREEMENTS	0	0	150	150	150	0
027-375-5412	VEHICLE MAINTENANCE	8,306	8,500	2,896	7,500	7,500	0
027-375-5417	MAINTENANCE OF MOWERS	1,594	1,000	69	500	1,000	500
027-375-5425	MAINT. MACHINERY, TOOLS	524	1,000	62	500	1,000	500
TOTAL MAINTENANCE OF EQUIPMENT		10,425	10,500	3,178	8,650	9,650	1,000
<u>CONTRACTUAL SERVICES</u>							
027-375-5511	COMMUNICATIONS	4,987	4,884	3,558	4,884	4,884	0
027-375-5515	HIRE OF EQUIPMENT	630	1,000	540	1,000	1,000	0
027-375-5520	INSURANCE	19,356	20,000	19,031	19,031	20,000	969
027-375-5521	PROFESSIONAL SERVICES	68	0	1,214	1,214	0	( 1,214)
027-375-5530	TRAVEL EXPENSE	0	250	0	0	250	250
027-375-5541	PERMITS, LICENSES, AND	0	50	0	0	50	50

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
375-SPORTS COMPLEX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-375-5550	ELECTRICITY	30,741	37,000	14,012	37,000	37,000	0
027-375-5555	EDUCATION & TRAINING	0	0	0	0	250	250
027-375-5565	SANITATION - ROLLOFF, D	0	0	0	0	0	0
TOTAL CONTRACTUAL SERVICES		55,782	63,184	38,356	63,129	63,434	305
<u>MISCELLANEOUS</u>							
027-375-5645	LATE PAY FEES & PENALTI	5	0	0	0	0	0
TOTAL MISCELLANEOUS		5	0	0	0	0	0
<u>BUILDING &amp; STRUCTURES</u>							
027-375-6226	PARK STRUCTURES	5,210	69,390	0	0	0	0
027-375-6229	LIGHTING	197,743	195,400	173,650	173,650	0	( 173,650)
027-375-6229	CURRENT YEAR NOTES: Night lighting for one field						
TOTAL BUILDING & STRUCTURES		202,953	264,790	173,650	173,650	0	( 173,650)
TOTAL 375-SPORTS COMPLEX		513,097	602,224	344,351	459,691	324,094	( 135,597)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 380 – Aquatic Center

## General Fund

The Russ McEwen Family Aquatic Center opened on June 18, 2011 and is located in Comanche Trail Park. It provides a wonderful recreational opportunity to local citizens and surrounding communities, having two slides, a lazy river, water play features and sand play for younger children, concessions and rentable pavilions. Certified lifeguards trained in lifesaving techniques, first aid, and CPR are on duty during all hours of operation.

### *ACHIEVEMENTS*

- Re-Plastered Pool
- Re-Surfaced Slides and play structures
- Splash Pad with irrigation and landscape
- Pepsi to install all new equipment in concession.
- Took out trees inside fence and landscaping the area with sod
- Rewire several irrigation zones, as the copper wire was stolen.

### *GOALS*

- Work on getting landscaping to get it back in shape. It has been without water for over a year.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$174</b>	<b>\$26,760</b>	<b>\$50,441</b>
<b>51 – Supplies and Materials</b>	<b>8,971</b>	<b>70,300</b>	<b>91,800</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>2,259</b>	<b>1,206,200</b>	<b>5,500</b>
<b>54 – Maintenance of Equipment</b>	<b>3,829</b>	<b>5,700</b>	<b>5,217</b>
<b>55 – Contractual Services</b>	<b>34,372</b>	<b>82,506</b>	<b>106,500</b>
<b>62 – Buildings &amp; Structures</b>	<b>460,937</b>	<b>225,000</b>	<b>0</b>
<b>Totals</b>	<b>\$510,542</b>	<b>\$1,616,466</b>	<b>\$259,458</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
380-AQUATIC CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
027-380-5010	SALARIES	0	44,000	0	22,000	44,000	22,000
027-380-5021	TERMINATION PAY	0	0	0	0	0	0
027-380-5035	OVERTIME	0	2,000	0	2,000	2,000	0
027-380-5045	LONGEVITY	0	0	0	0	0	0
027-380-5060	GROUP INSURANCE	0	0	0	0	0	0
027-380-5065	WORKERS' COMPENSATION	0	1,126	563	915	1,126	211
027-380-5070	RETIREMENT-DEFERRED COM	0	2,425	0	1,200	2,425	1,225
027-380-5080	MEDICARE	174	640	0	300	640	340
027-380-5085	UNEMPLOYMENT TAXES	0	250	0	345	250	( 95)
TOTAL PERSONNEL SERVICES		174	50,441	563	26,760	50,441	23,681
<u>SUPPLIES &amp; MATERIALS</u>							
027-380-5110	OFFICE SUPPLIES	0	500	0	1,300	500	( 800)
027-380-5112	FOOD SUPPLIES	0	45,000	0	22,400	44,800	22,400
027-380-5114	WEARING APPAREL	0	500	0	500	500	0
027-380-5117	MINOR APPARATUS	0	8,000	0	8,100	8,000	( 100)
027-380-5118	JANITORIAL SUPPLIES	0	4,000	0	2,500	2,500	0
027-380-5119	CHEMICALS	5,149	30,000	0	25,000	25,000	0
027-380-5123	OTHER SUPPLIES	1,486	1,200	0	2,000	2,000	0
027-380-5124	POSTAGE	0	0	0	0	0	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

380-AQUATIC CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-380-5128	UTILITIES	2,336	10,000	1,083	8,500	8,500	0
	TOTAL SUPPLIES & MATERIALS	8,971	99,200	1,083	70,300	91,800	21,500
<u>MAINTENANCE OF BUILDINGS/</u>							
027-380-5311	MAINTENANCE OF BUILDING	0	1,500	0	2,200	1,500	( 700)
027-380-5311-01	AQUATIC BUILDING REPAIR	2,184	1,200,000	975,011	1,200,000	0	( 1,200,000)
027-380-5326	MISCELLANEOUS IMPROVEME	75	4,000	0	4,000	4,000	0
027-380-5311-01	CURRENT YEAR NOTES:						
	For rebuilding of damaged portion of Aquatic Center main building and water treatment equipment. This should be paid by City's insurance in account 002-4903 through subrogation with party's insurance who was responsible for the damage.						
	TOTAL MAINTENANCE OF BUILDINGS/	2,259	1,205,500	975,011	1,206,200	5,500	( 1,200,700)
<u>MAINTENANCE OF EQUIPMENT</u>							
027-380-5411	I.T. MAINT & AGREEMENTS	1,253	1,535	1,282	2,200	1,717	( 483)
027-380-5425	MAINT. MACHINERY, TOOLS	2,576	32,500	0	3,500	3,500	0
	TOTAL MAINTENANCE OF EQUIPMENT	3,829	34,035	1,282	5,700	5,217	( 483)
<u>CONTRACTUAL SERVICES</u>							
027-380-5511	COMMUNICATIONS	3,006	3,548	5,080	5,500	4,000	( 1,500)
027-380-5515	HIRE OF EQUIPMENT	90	0	0	0	0	0
027-380-5520	INSURANCE	13,586	13,900	13,406	13,406	13,900	494
027-380-5521	PROFESSIONAL SERVICES	5,680	65,000	0	38,000	63,000	25,000
027-380-5550	ELECTRICITY	12,010	30,000	932	25,000	25,000	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
380-AQUATIC CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-380-5555	EDUCATION AND TRAINING	0	600	0	600	600	0
027-380-5565	SANITATION - ROLLOFF, D	0	0	0	0	0	0
027-380-5521	PERMANENT NOTES: Contract with YMCA for lifeguards						
TOTAL CONTRACTUAL SERVICES		34,372	113,048	19,418	82,506	106,500	23,994
<u>MISCELLANEOUS</u>							
027-380-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>BUILDING &amp; STRUCTURES</u>							
027-380-6226	MISCELLANEOUS STRUCTURE	460,937	156,838	157,629	225,000	0	( 225,000)
027-380-6226	CURRENT YEAR NOTES: \$40,000 Concrete around Splash Pad 75,000 Resurfacing of Aquatic Center Structures						
TOTAL BUILDING & STRUCTURES		460,937	156,838	157,629	225,000	0	( 225,000)
<u>EQUIPMENT</u>							
027-380-6311	MACHINERY & EQUIPMENT	0	0	0	0	0	0
TOTAL EQUIPMENT		0	0	0	0	0	0
TOTAL 380-AQUATIC CENTER		510,542	1,659,062	1,154,986	1,616,466	259,458	( 1,357,008)
		=====	=====	=====	=====	=====	=====

## Dept 390 – Golf Course

## General Fund

The Comanche Trail Municipal Golf Course is an 18-hole course open seven days a week. The course management is responsible for maintenance, development and operation of the course.

### *ACHIEVEMENTS*

- Fertilized all fairways which improved them tremendously.
- Continued pre-emergent program on all greens and they are getting better every year
- Completed rehab of the electrical and VFD control panels at the pump station
- Completed irrigation control system project
- Completed irrigation improvement with the installation of twenty-two isolation valves and the relocation of several sprinkler heads for better irrigation coverage of the greens
- Cleaned and dredged the large water irrigation tank along with installed a strainer to catch large debris.
- Continued to replace leaking sprinkler heads with new heads.
- Started continue education for Assistant Superintendent.
- Started filling the large pond to the South of #7 green. This will take a while to complete this project.
- Replaced and reseeded several tee boxes on the front 9.
- Repaired holes in the cart paths and re placed sections where the concrete had buckled.
- Removed 3 big old elm trees behind #11 green.
- Redid parts of 5 greens including the practice green that had died.
- Redid both of the men and women restrooms on the golf course.

### *GOALS*

- Continue fertilizer program for all fairways
- Continue pre-emergent program for all greens and fairways
- Continue repair of all valves and sprinkler head, etc.
- Remove dead trees and start a tree replacement program where irrigation is available
- Continue cart path and tee box repair around the course.
- Continue filling in the large trap south of #7 green.
- Would like to change the large grass bunker left side of the fairway on #9 to a large sand trap.
- Coordinate with finance to centralized billing and payments entirely within Golf System software

(Continued on next page)

**Dept 390 – Golf Course****General Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$480,285</b>	<b>\$473,944</b>	<b>\$473,944</b>
<b>51 – Supplies and Materials</b>	<b>221,039</b>	<b>105,500</b>	<b>111,500</b>
<b>52 – Maintenance of Land</b>	<b>0</b>	<b>3,500</b>	<b>1,500</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>101,288</b>	<b>61,000</b>	<b>77,000</b>
<b>54 – Maintenance of Equipment</b>	<b>21,799</b>	<b>29,150</b>	<b>21,182</b>
<b>55 – Contractual Services</b>	<b>91,898</b>	<b>241,791</b>	<b>93,172</b>
<b>56 – Miscellaneous</b>	<b>31</b>	<b>55</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>71,644</b>	<b>25,168</b>	<b>6,000</b>
<b>Totals</b>	<b>\$987,985</b>	<b>\$940,108</b>	<b>\$784,298</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

390-GOLF COURSE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
027-390-5010	SALARIES	270,884	295,817	193,310	311,189	300,154	( 11,035)
027-390-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
027-390-5021	TERMINATION PAY	7,288	0	0	0	0	0
027-390-5022	VACATION BUY BACK	8,324	6,500	6,136	6,136	6,500	364
027-390-5035	OVERTIME	33,777	20,000	9,389	13,552	16,000	2,448
027-390-5045	LONGEVITY	3,285	3,828	3,414	3,420	4,659	1,239
027-390-5050	RETIREMENT	55,171	57,148	35,132	52,229	58,065	5,836
027-390-5060	GROUP INSURANCE	67,041	70,736	33,159	52,138	51,312	( 826)
027-390-5065	WORKERS' COMPENSATION	9,676	11,118	5,559	5,559	10,802	5,243
027-390-5070	RETIREMENT-DEFERRED COM	17,834	17,750	12,347	19,066	18,035	( 1,031)
027-390-5075	LIFE & DISABILITY INSUR	2,336	2,610	1,378	2,363	2,375	12
027-390-5080	MEDICARE	4,520	4,671	3,249	4,985	4,746	( 239)
027-390-5085	UNEMPLOYMENT TAXES	<u>151</u>	<u>81</u>	<u>1,103</u>	<u>3,307</u>	<u>1,296</u>	<u>( 2,011)</u>
TOTAL PERSONNEL SERVICES		480,285	490,259	304,177	473,944	473,944	0

SUPPLIES & MATERIALS

027-390-5110	OFFICE SUPPLIES	1,135	1,000	1,089	1,500	1,500	0
027-390-5114	WEARING APPAREL	520	1,500	1,520	1,600	1,600	0
027-390-5116	GASOLINE, OIL & GREASE	12,115	11,000	2,146	6,500	6,500	0
027-390-5117	MINOR APPARATUS	108,728	6,500	9,294	11,000	6,500	( 4,500)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

390-GOLF COURSE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-390-5118	JANITORIAL SUPPLIES	417	900	807	1,100	900	( 200)
027-390-5122	PLANTS & GRASS	30,559	35,000	11,309	15,300	26,000	10,700
027-390-5123	OTHER SUPPLIES	14,472	30,005	3,548	15,000	15,000	0
027-390-5126	COST OF GOODS-MERCHANDI	23,405	22,500	15,664	22,500	22,500	0
027-390-5126-01	COST OF GOODS-CONCESSIO	24,094	22,500	11,640	22,500	22,500	0
027-390-5128	UTILITIES	2,491	5,500	1,180	5,500	5,500	0
027-390-5128-01	LANDFILL	<u>3,103</u>	<u>0</u>	<u>2,084</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		221,039	136,405	60,278	105,500	111,500	6,000

MAINTENANCE OF LAND

027-390-5210	LAND MAINTENANCE	<u>0</u>	<u>50,000</u>	<u>2,913</u>	<u>3,500</u>	<u>1,500</u>	<u>( 2,000)</u>
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027-390-5210

CURRENT YEAR NOTES:

Tree removal and trimming.

TOTAL MAINTENANCE OF LAND		0	50,000	2,913	3,500	1,500	( 2,000)
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MAINTENANCE OF BUILDINGS/

027-390-5311	MAINTENANCE OF BUILDING	1,456	2,000	6,083	16,000	12,000	( 4,000)
027-390-5321	MAINTENANCE OF WELLS	17,249	25,000	4,647	25,000	25,000	0
027-390-5326	MISCELLANEOUS IMPROVEME	<u>82,583</u>	<u>50,000</u>	<u>12,251</u>	<u>20,000</u>	<u>40,000</u>	<u>20,000</u>
TOTAL MAINTENANCE OF BUILDINGS/		101,288	77,000	22,980	61,000	77,000	16,000

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

390-GOLF COURSE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF EQUIPMENT</u>							
027-390-5411	I.T. MAINT & AGREEMENTS	3,600	4,500	2,670	4,500	4,942	442
027-390-5412	VEHICLE MAINTENANCE	9,650	10,000	11,074	15,000	10,000	( 5,000)
027-390-5413	FIRE APPARATUS	60	125	239	400	240	( 160)
027-390-5417	MOWERS	5,544	5,000	4,630	5,000	2,500	( 2,500)
027-390-5422	MAINT HEATING & COOLING	1,066	500	54	250	500	250
027-390-5425	MAINT. MACHINERY, TOOLS	1,879	3,500	3,363	4,000	3,000	( 1,000)
	TOTAL MAINTENANCE OF EQUIPMENT	21,799	23,625	22,030	29,150	21,182	( 7,968)
<u>CONTRACTUAL SERVICES</u>							
027-390-5511	COMMUNICATIONS	9,575	4,422	7,254	9,000	4,422	( 4,578)
027-390-5520	INSURANCE	4,582	4,600	5,291	5,291	5,300	9
027-390-5521	SPECIAL SERVICES	42,069	217,931	171,192	190,000	45,000	( 145,000)
027-390-5530	TRAVEL EXPENSE	818	850	0	0	850	850
027-390-5540	DUES & SUBSCRIPTIONS	550	575	900	900	800	( 100)
027-390-5541	PERMITS,LICENSES,TESTIN	0	0	0	0	200	200
027-390-5550	ELECTRICITY	32,893	35,000	16,053	35,000	35,000	0
027-390-5560	GAS FOR HEATING	1,411	1,600	1,092	1,600	1,600	0
	TOTAL CONTRACTUAL SERVICES	91,898	264,978	201,781	241,791	93,172	( 148,619)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
390-GOLF COURSE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MISCELLANEOUS</u>							
027-390-5645	LATE PAY FEES & PENALTI	31	0	45	55	0	( 55)
TOTAL MISCELLANEOUS		31	0	45	55	0	( 55)
<u>BUILDING &amp; STRUCTURES</u>							
027-390-6222	FENCES AND GATES	0	0	19,168	19,168	0	( 19,168)
TOTAL BUILDING & STRUCTURES		0	0	19,168	19,168	0	( 19,168)
<u>EQUIPMENT</u>							
027-390-6310	FURNITURE & FIXTURE	0	0	0	0	0	0
027-390-6311	MACHINERY & EQUIPMENT	37,029	6,000	0	0	6,000	6,000
027-390-6314	MOWERS & EQUIPMENT	34,615	0	6,000	6,000	0	( 6,000)
027-390-6311	NEXT YEAR NOTES: \$6,000 Security Camera System						
TOTAL EQUIPMENT		71,644	6,000	6,000	6,000	6,000	0
TOTAL 390-GOLF COURSE		987,985	1,048,267	639,373	940,108	784,298	( 155,810)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 410 – Moss Lake

## General Fund

Moss Lake provides fishing, swimming, camping and other recreational opportunities for the general public. The City contracts the caretaker duties to an outside vendor.

### *ACHIEVEMENTS*

- Installed new electrical lines for R.V. hook ups
- Installed new Buoys for swimming area
- Cleaned trail, trimmed trees, picked-up trash daily
- Revised fees across the board to be current with other lake's fee structures

### *GOALS*

- Improve camping shelters
- Improve lighting in major traffic areas for safety reasons
- Continue to utilize individuals involved with community service to improve cleanliness and overall facility appearance
- Revise City ordinances for the Lake

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$13,815</b>	<b>\$16,400</b>	<b>\$14,450</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>740</b>	<b>4,250</b>	<b>3,250</b>
<b>54 – Maintenance of Equipment</b>	<b>279</b>	<b>1,275</b>	<b>1,275</b>
<b>55 – Contractual Services</b>	<b>10,149</b>	<b>11,509</b>	<b>10,769</b>
<b>56 - Miscellaneous</b>	<b>5</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$24,989</b>	<b>\$33,434</b>	<b>\$29,744</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

410-LAKE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
027-410-5110	OFFICE SUPPLIES	475	400	374	900	400	( 500)
027-410-5116	GASOLINE, OIL, & GREASE	457	500	1,138	1,500	500	( 1,000)
027-410-5117	MINOR APPARATUS	1,959	1,200	1,010	1,200	1,200	0
027-410-5118	JANITORIAL SUPPLIES	383	350	350	800	350	( 450)
027-410-5128	UTILITIES	<u>10,542</u>	<u>11,000</u>	<u>6,392</u>	<u>12,000</u>	<u>12,000</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		13,815	13,450	9,264	16,400	14,450	( 1,950)
<u>MAINTENANCE OF BUILDINGS/</u>							
027-410-5311	MAINTENANCE OF BUILDING	340	750	170	750	750	0
027-410-5320	STREET MARKERS	0	500	0	500	500	0
027-410-5326	MISCELLANEOUS IMPROVEME	<u>400</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>2,000</u>	<u>( 1,000)</u>
TOTAL MAINTENANCE OF BUILDINGS/		740	4,250	170	4,250	3,250	( 1,000)
<u>MAINTENANCE OF EQUIPMENT</u>							
027-410-5412	VEHICLE MAINTENANCE	279	1,000	710	1,000	1,000	0
027-410-5413	MAINT OF FIRE APPARATUS	0	75	0	75	75	0
027-410-5417	MOWERS	0	100	0	100	100	0
027-410-5422	MAINT. HEATING & COOLIN	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>	<u>100</u>	<u>0</u>
TOTAL MAINTENANCE OF EQUIPMENT		279	1,275	710	1,275	1,275	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
410-LAKE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
027-410-5511	COMMUNICATIONS	743	849	1,326	1,600	849	( 751)
027-410-5520	INSURANCE	619	600	609	609	620	11
027-410-5521	SPECIAL SERVICES	0	500	364	500	500	0
027-410-5550	ELECTRICITY	<u>8,788</u>	<u>9,500</u>	<u>5,110</u>	<u>8,800</u>	<u>8,800</u>	<u>0</u>
TOTAL CONTRACTUAL SERVICES		10,149	11,449	7,409	11,509	10,769	( 740)
<u>MISCELLANEOUS</u>							
027-410-5616	JUDGEMENTS AND DAMAGES	0	0	0	0	0	0
027-410-5645	LATE PAY FEES & PENALTI	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS		<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL 410-LAKE		24,989	30,424	17,554	33,434	29,744	( 3,690)
		=====	=====	=====	=====	=====	=====

## Dept 420 – City Hall

## General Fund

This activity provides for the operation of the City Hall building and the Polly Mays Municipal Annex, including electricity, natural gas, insurance, building maintenance, and janitorial service.

### GOALS

- Continue renovations and upgrades

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>51 – Supplies and Materials</b>	<b>\$13,420</b>	<b>\$11,951</b>	<b>\$11,950</b>
<b>52 – Maintenance of Land</b>	<b>507</b>	<b>750</b>	<b>750</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>96,103</b>	<b>6,000</b>	<b>6,000</b>
<b>54 – Maintenance of Equipment</b>	<b>7,537</b>	<b>6,500</b>	<b>2,100</b>
<b>55 – Contractual Services</b>	<b>63,224</b>	<b>63,371</b>	<b>61,700</b>
<b>60 – Capital Outlay</b>	<b>152,062</b>	<b>25,250</b>	<b>0</b>
<b>Totals</b>	<b>\$332,853</b>	<b>\$113,822</b>	<b>\$82,500</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND

027-PARKS &amp; RECREATION

420-CITY HALL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
027-420-5010	SALARIES	0	0	0	0	0	0
027-420-5021	TERMINATION PAY	0	0	0	0	0	0
027-420-5022	VACATION BUY BACK	0	0	0	0	0	0
027-420-5035	OVERTIME	0	0	0	0	0	0
027-420-5045	LONGEVITY	0	0	0	0	0	0
027-420-5050	RETIREMENT	0	0	0	0	0	0
027-420-5060	GROUP INSURANCE	0	0	0	0	0	0
027-420-5065	WORKERS' COMPENSATION	0	0	0	0	0	0
027-420-5070	DEFERRED COMP	0	0	0	0	0	0
027-420-5075	LIFE & DISABILITY INSUR	0	0	0	0	0	0
027-420-5080	MEDICARE	0	0	0	0	0	0
027-420-5085	UNEMPLOYMENT COMPENSATI	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES		0	0	0	0	0	0
<u>SUPPLIES &amp; MATERIALS</u>							
027-420-5110	OFFICE SUPPLIES	6,404	5,200	2,729	5,200	5,000	( 200)
027-420-5112	FOOD SUPPLIES	1,193	1,400	559	1,400	1,400	0
027-420-5117	MINOR APPARATUS	980	2,500	624	800	1,000	200
027-420-5118	JANITORIAL SUPPLIES	1,008	3,000	588	1,100	1,100	0
027-420-5123	OTHER SUPPLIES	1,242	1,300	1,301	1,301	1,300	( 1)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

## 002-GENERAL FUND

## 027-PARKS &amp; RECREATION

## 420-CITY HALL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-420-5128	UTILITIES	1,466	1,100	614	1,100	1,100	0
027-420-5128-02	UTILITIES - Planning/Co	1,128	1,050	599	1,050	1,050	0
	TOTAL SUPPLIES & MATERIALS	13,420	15,550	7,014	11,951	11,950	( 1)

MAINTENANCE OF LAND

027-420-5210	LAND MAINTENANCE	507	750	23	750	750	0
	TOTAL MAINTENANCE OF LAND	507	750	23	750	750	0

MAINTENANCE OF BUILDINGS/

027-420-5311	MAINTENANCE OF BUILDING	96,103	67,000	2,647	5,000	5,000	0
027-420-5311-02	MAINT OF BLDGS-CITY HAL	0	1,000	0	1,000	1,000	0
	TOTAL MAINTENANCE OF BUILDINGS/	96,103	68,000	2,647	6,000	6,000	0

MAINTENANCE OF EQUIPMENT

027-420-5412	MAINTENANCE OF VEHICLES	98	0	0	0	0	0
027-420-5413	MAINT. OF FIRE APPARATU	313	100	0	100	100	0
027-420-5422	MAINT. HEATING & COOLIN	7,126	7,500	502	6,400	2,000	( 4,400)
	TOTAL MAINTENANCE OF EQUIPMENT	7,537	7,600	502	6,500	2,100	( 4,400)

CONTRACTUAL SERVICES

027-420-5511	COMMUNICATIONS	682	31	510	750	0	( 750)
027-420-5515	HIRE OF EQUIPMENT	10,627	12,000	7,373	12,000	12,000	0
027-420-5520	INSURANCE	8,530	8,800	8,421	8,421	8,500	79
027-420-5521	SPECIAL SERVICES	29,090	28,000	16,296	27,000	27,000	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
027-PARKS & RECREATION  
420-CITY HALL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
027-420-5550	ELECTRICITY	9,678	8,000	4,288	9,800	9,800	0
027-420-5550-02	ELECTRICITY - PLANNING	419	0	650	1,000	0	( 1,000)
027-420-5560	GAS FOR HEATING	<u>4,198</u>	<u>4,400</u>	<u>3,193</u>	<u>4,400</u>	<u>4,400</u>	<u>0</u>
TOTAL CONTRACTUAL SERVICES		63,224	61,231	40,731	63,371	61,700	( 1,671)

MISCELLANEOUS

027-420-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS		0	0	0	0	0	0

BUILDING & STRUCTURES

027-420-6227	PARKING LOTS	<u>152,062</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BUILDING & STRUCTURES		152,062	0	0	0	0	0

EQUIPMENT

027-420-6317	HEATING & COOLING SYSTE	<u>0</u>	<u>0</u>	<u>25,250</u>	<u>25,250</u>	<u>0</u>	<u>( 25,250)</u>
TOTAL EQUIPMENT		<u>0</u>	<u>0</u>	<u>25,250</u>	<u>25,250</u>	<u>0</u>	<u>( 25,250)</u>

TOTAL 420-CITY HALL		<u>332,853</u>	<u>153,131</u>	<u>76,167</u>	<u>113,822</u>	<u>82,500</u>	<u>( 31,322)</u>
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

TOTAL 027-PARKS & RECREATION		<u>2,862,512</u>	<u>3,995,778</u>	<u>2,525,846</u>	<u>3,633,782</u>	<u>1,926,898</u>	<u>( 1,706,884)</u>
		=====	=====	=====	=====	=====	=====

## Dept 000 – Non-Departmental

## General Fund

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies that provide services benefitting the citizens of Big Spring.

	Actual 2018-19	Revised 2019-20	Proposed 2020-21
<b>53 – Maintenance of Bldg./Structures</b>	17,480	0	0
<b>54 – Maintenance of Equipment</b>	20,603	20,936	21,000
<b>55 – Contractual Services</b>	199,418	152,152	154,516
<b>56 - Miscellaneous</b>	704,912	651,298	892,554
<b>59 – Committing Fund Balance</b>	26,000	0	0
<b>61 – Land</b>	6,100	0	0
<b>Totals</b>	<b>\$974,513</b>	<b>\$824,386</b>	<b>\$1,068,070</b>

### Highlights:

5521-11 – Special Service – Attorney – Fees for delinquent tax attorney

5611 – Contributions – Contributions to outside agencies

Howard County Law Enforcement Center	\$490,000
Howard County Appraisal District	78,098
State Park	20,000
Victim Services	17,500
Chaplain Program	5,000
Meals-on-Wheels	1,500
Howard County Resource Center	1,500

5617 – Economic Development – Central Plaza Development 230,000

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
001-000-5311	MAINT OF BLDGS	17,480	0	0	0	0	0
	TOTAL MAINTENANCE OF BUILDINGS/	17,480	0	0	0	0	0
<u>MAINTENANCE OF EQUIPMENT</u>							
001-000-5412	SERVICE CENT PRORATED E	20,603	16,250	20,936	20,936	21,000	64
	TOTAL MAINTENANCE OF EQUIPMENT	20,603	16,250	20,936	20,936	21,000	64
<u>CONTRACTUAL SERVICES</u>							
001-000-5511	COMMUNICATIONS	5,268	4,007	8,912	10,200	6,500	( 3,700)
001-000-5520	INSURANCE	1,692	1,850	1,636	1,636	1,700	64
001-000-5521	SPECIAL SERVICES	75,418	75,000	29,724	49,000	50,000	1,000
001-000-5521-11	SPEC SERVICES-ATTORNEY	102,388	85,000	23,883	85,000	90,000	5,000
001-000-5521-18	CONTRIBUTION - YMCA WAT	7,500	0	0	0	0	0
001-000-5535	RENTS	2,316	2,316	1,544	2,316	2,316	0
001-000-5550	ELECTRICITY	3,029	5,000	982	2,200	2,200	0
001-000-5560	GAS FOR HEATING	1,806	1,500	1,045	1,800	1,800	0

001-000-5511 PERMANENT NOTES:  
Non-Department phone line charges:  
City Hall fax  
Council Chambers  
Conference Room

001-000-5511 CURRENT YEAR NOTES:  
Includes portion of new VOIP system.

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
001-000-5520	PERMANENT NOTES: Transmitter Building						
001-000-5521	PERMANENT NOTES: Charges by various credit card companies to process credit card payments received from our customers.						
001-000-5521-11	PERMANENT NOTES: Delinquent Tax Attorney - 20% of delinquent taxes collected						
001-000-5535	PERMANENT NOTES: Rent of storage facilities at Airpark						
001-000-5550	PERMANENT NOTES: Electricity costs for Westside Community Center and Radio Tower.						
TOTAL CONTRACTUAL SERVICES		199,418	174,673	67,726	152,152	154,516	2,364
<u>MISCELLANEOUS</u>							
001-000-5611	HOWARD CO. APPRAISAL	115,605	120,000	77,184	78,098	78,098	( 0)
001-000-5611-05	CONTRIBUTIONS-VICTIM SE	17,500	17,500	17,500	17,500	17,500	0
001-000-5611-07	CONTRIBUTIONS-MEALS ON	1,500	1,500	1,500	1,500	1,500	0
001-000-5611-11	CONTRIB - HOWARD CNTY R	1,500	1,500	1,500	1,500	1,500	0
001-000-5611-15	CONTRIBUTIONS-CHAPLAIN	5,000	5,000	5,000	5,000	5,000	0
001-000-5611-16	CONTRIBUTIONS-STATE PAR	20,000	20,000	20,000	20,000	20,000	0
001-000-5611-17	HOWARD CO LAW ENF CTR	489,809	500,000	477,699	477,699	490,000	12,301
001-000-5617	ECONOMIC DEVELOPMENT	0	0	0	0	230,000	230,000
001-000-5635	PROPERTY TAX COLLECTION	17,616	18,000	15,001	15,001	13,956	( 1,045)
001-000-5643	BAD DEBT WRITE-OFF	36,383	15,000	0	35,000	35,000	0
001-000-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
001-ADMINISTRATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
001-000-5611	PERMANENT NOTES: Howard County Appraisal District Contributions-Victim Services Contributions-Meals On Wheels Contributions-Howard County Resources Contributions-Chaplain Corp Contributions-State Park Howard County Law Enforcement						
001-000-5617	CURRENT YEAR NOTES: Central Plaza \$230K						
001-000-5635	PERMANENT NOTES: Howard County Tax Assessor/Collector fees.						
TOTAL MISCELLANEOUS		704,912	698,500	615,383	651,298	892,554	241,256
<u>COMMITTING FUND</u>							
001-000-5905	COMMITTING FUND BALANCE	26,000	0	0	0	0	0
TOTAL COMMITTING FUND		26,000	0	0	0	0	0
<u>LAND</u>							
001-000-6100	LAND	6,100	0	0	0	0	0
TOTAL LAND		6,100	0	0	0	0	0
TOTAL 000-NON-DEPARTMENTAL		974,514	889,423	704,045	824,386	1,068,070	243,684
		=====	=====	=====	=====	=====	=====

## Debt Service

## General Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$928,469</b>	<b>\$841,904</b>	<b>\$705,212</b>

## Transfer to Other Funds

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Transfer to Other Funds</b>	<b>175,933</b>	<b>\$0</b>	<b>\$0</b>
<b>Transfer to Utility Fund</b>	<b>0</b>	<b>625,720</b>	<b>0</b>
<b>Transfer to EMS Fund</b>	<b>900,000</b>	<b>900,000</b>	<b>1,060,000</b>
<b>Transfer to Senior Center</b>	<b>330,000</b>	<b>326,000</b>	<b>245,000</b>
<b>Totals</b>	<b>\$1,405,933</b>	<b>\$1,941,720</b>	<b>\$1,375,000</b>



BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>TRANSFERS TO OTHER FUNDS</u>							
080-000-5802	TRANSFER TO CEMETERY	0	70,000	40,000	90,000	70,000	( 20,000)
080-000-5808	TRANSFER TO OTHER FUNDS	175,933	625,720	625,720	625,720	0	( 625,720)
080-000-5818	TRANSFER TO EMS FUND	900,000	900,000	600,000	900,000	1,060,000	160,000
080-000-5819	TRANSFER TO SR CENTER F	330,000	326,000	217,333	326,000	245,000	( 81,000)
080-000-5802	PERMANENT NOTES: General Fund's Subsidy to Cemetery Fund						
080-000-5808	CURRENT YEAR NOTES: Transfer to Utility Fund.						
080-000-5818	PERMANENT NOTES: General Fund's Subsidy to EMS. EMS also receives subsidy from Howard County.						
080-000-5819	PERMANENT NOTES: General Fund's Subsidy to Cemetery Fund Senior Center Fund.						
080-000-5819	NEXT YEAR NOTES: Reduce Subsidy to Senior Center \$50K						
TOTAL TRANSFERS TO OTHER FUNDS		<u>1,405,933</u>	<u>1,921,720</u>	<u>1,483,053</u>	<u>1,941,720</u>	<u>1,375,000</u>	<u>( 566,720)</u>
TOTAL 000-NON-DEPARTMENTAL		<u>1,405,933</u>	<u>1,921,720</u>	<u>1,483,053</u>	<u>1,941,720</u>	<u>1,375,000</u>	<u>( 566,720)</u>
		=====	=====	=====	=====	=====	=====

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

002-GENERAL FUND  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
DEPARTMENTAL NOTES							
	TOTAL 080-INTERGOVERNMENTAL EX	1,405,933	1,921,720	1,483,053	1,941,720	1,375,000	( 566,720)
		=====	=====	=====	=====	=====	=====
	*** TOTAL BUDGETED EXPENSES ***	23,464,553	26,178,318	15,444,582	24,267,243	21,091,420	( 3,175,823)
		=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*



**WATER AND SEWER FUND - FUND 405**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Unrestricted Fund Equity	\$6,020,513	\$6,367,446	\$6,380,097
<u>Receipts</u>			
Water	11,180,282	11,000,000	10,600,000
Sewer Revenue	2,762,333	2,710,000	2,710,000
Service Restoration & Penalty Charges	283,900	278,000	292,000
Utility Taps	36,907	10,500	11,000
New Service Fees	15,263	9,500	12,000
Other Financing Sources (Leases)	0	0	0
Miscellaneous	110,191	51,465	30,800
Total Receipts	14,388,876	14,059,465	13,655,800
<u>Transfers-In</u>			
Transfers from Other Funds	0	625,720	0
Total Current Receipts	14,388,876	14,685,185	13,655,800
<u>Expenses</u>			
Personnel Services	2,364,976	2,492,697	2,430,759
Supplies and Materials	5,280,999	5,120,850	5,188,776
Maintenance of Land	0	1,500	900
Maintenance of Buildings	865,161	521,250	909,500
Maintenance of Equipment	742,504	805,697	664,262
Contractual Services	1,499,189	1,596,118	1,580,339
Miscellaneous	784,776	760,204	881,988
Debt Service	174,127	460,327	417,668
Capital Outlay	2,756,127	2,789,891	4,343,228
Total Expenses	14,467,859	14,548,534	16,417,420
<u>Transfers-Out</u>			
Transfers to Bond Debt Service Funds	(425,916)	124,000	124,000
Total Transfers-Out	(425,916)	124,000	124,000
Total Budgeted Expenses	14,041,943	14,672,534	16,541,420
Increase (Decrease) in Unrestricted Fund Equity	346,933	12,651	(2,885,620)
Ending Unrestricted Fund Equity	\$6,367,446	\$6,380,097	\$3,494,477

**WATER AND SEWER FUND - FUND 405**  
**EXPENSES BY DEPARTMENT**  
**2020-21**

<u>Department</u>	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
705 Water Treatment	3,353,196	2,323,456	2,359,450
710 Water Distribution	3,656,111	4,518,792	3,996,261
735 Customer Service	558,238	616,907	735,130
740 Wastewater Treatment	1,343,810	1,556,651	3,663,382
745 Purchasing	149,036	154,473	150,785
780 City Hall Annex	227,149	35,020	47,720
000 Water Purchases	4,185,833	4,050,000	4,100,000
000 Non-Departmental	820,358	832,908	947,024
000 Debt Service - Leases	174,127	460,327	417,668
000 Debt Service - Bonds	(425,916)	124,000	124,000
<b>TOTAL</b>	<b>\$14,041,942</b>	<b>\$14,672,534</b>	<b>\$16,541,420</b>

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 405-WATER AND SEWER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>43-GENERAL SALES/OTHER SERVICE</u>							
4350	WATER SALES	11,180,282	11,050,000	6,183,869	11,000,000	10,600,000	400,000
4355	SEWAGE DISPOSAL	2,762,333	2,800,000	1,645,796	2,710,000	2,710,000	0
4359	WATER TAMPERING FEES	5,398	6,000	6,900	8,000	7,000	1,000
4361	LATE CHARGES	190,303	176,000	133,742	200,000	200,000	0
4363	SERVICE RESTORATION FEES	88,199	78,000	67,226	70,000	85,000	( 15,000)
4364	NEW SERVICE FEES	15,263	14,500	8,276	9,500	12,000	( 2,500)
4370	NEW WATER TAPS	23,932	17,000	3,511	6,000	5,000	1,000
4371	NEW SEWER TAPS	<u>12,975</u>	<u>9,000</u>	<u>2,201</u>	<u>4,500</u>	<u>6,000</u>	( 1,500)
TOTAL 43-GENERAL SALES/OTHER SERVICE		14,278,684	14,150,500	8,051,521	14,008,000	13,625,000	383,000
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	<u>93,873</u>	<u>50,000</u>	<u>34,335</u>	<u>35,000</u>	<u>18,000</u>	17,000
TOTAL 46-INTEREST INCOME		93,873	50,000	34,335	35,000	18,000	17,000
<u>47-PROPERTY</u>							
4708	SALE OF SURPLUS PROPERTY	6,289	0	0	0	0	0
4731	BUILDING RENTAL	<u>0</u>	<u>3,040</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
TOTAL 47-PROPERTY		6,289	3,040	0	0	0	0

4731 BUILDING RENTAL

## PERMANENT NOTES:

Rent paid by the general fund for the Planning and Code Enforcement department offices being in City Hall Annex, which is owned by the Utility Fund 405.

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

405-WATER AND SEWER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4810	TRANSFER FROM GENERAL FUND	0	625,720	625,720	625,720	0	625,720
TOTAL 48-TRANSFER FROM OTHER FUNDS		0	625,720	625,720	625,720	0	625,720
<u>49-MISCELLANEOUS</u>							
4900	CASH OVER/(SHORT)	0	0	165	165	0	165
4903	INSURANCE RECOVERY	0	0	0	0	0	0
4905	OTHER INCOME	( 4,315)	3,000	1,043	1,500	1,500	0
4906	RETURNED CHECK FEES	2,515	1,600	2,350	2,500	2,000	500
4907	SALE OF GARBAGE BAGS	330	300	267	300	300	0
4916	SEWER DUMPING AT WWTP	11,500	9,000	11,950	12,000	9,000	3,000
4921	OTHER FINANCING SOURCES	0	0	0	0	0	0
TOTAL 49-MISCELLANEOUS		10,029	13,900	15,775	16,465	12,800	3,665
*** TOTAL BUDGETED REVENUES ***		14,388,874	14,843,160	8,727,351	14,685,185	13,655,800	1,029,385
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## **Dept 705 – Water Treatment**

## **Utility Fund**

The Roy C. Hester Water Treatment Plant consists of conventional surface water treatment facility with the ability to treat approximately 16 million gallons per day and to filter 21 million gallons per day. The plant utilizes highly trained operators for accurate measurement and injection of required chemicals. This ensures maintenance of water quality within TCEQ, EPA, and Health Department limits.

### ***ACHIEVEMENTS***

- Continued to work within the established Drought Contingency Plan
- Continued to improve training to provide employee certification (four Class C license operators)
- Maintained TCEQ drinking water standards
- Replaced building, VFDs, and pumps at Lancaster Booster Station
- Finished rehabilitation of filters 3, 4, filter consoles and valve projects
- Replaced Alum Pumps
- Sludge removal from four (4) sedimentation basins and 6 flocculators
- Finished testing for lead and copper per TCEQ rules and sampling regulations

### ***GOALS***

- Continue to keep full staff
- Continue to improve training and have staff obtain various levels of certification
- Continue to maintain TCEQ drinking water standards
- Continue to monitor compliance in the Drought Contingency plan
- Continue to upgrade and maintain pumping and holding stations
- Continue to comply with TRCR rules and sampling started in October 2016
- Testing for UCMR4 starting June 2019 through 2020

**(Continued on next page)**

**Dept 705 – Water Treatment****Utility Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$520,795</b>	<b>\$620,905</b>	<b>\$611,652</b>
<b>51 – Supplies and Materials</b>	<b>659,724</b>	<b>658,249</b>	<b>657,750</b>
<b>52 – Maintenance of Land</b>	<b>0</b>	<b>1,000</b>	<b>400</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>15,156</b>	<b>34,500</b>	<b>432,000</b>
<b>54 – Maintenance of Equipment</b>	<b>72,223</b>	<b>60,800</b>	<b>68,248</b>
<b>55 – Contractual Services</b>	<b>449,086</b>	<b>777,203</b>	<b>589,400</b>
<b>56 – Miscellaneous</b>	<b>4</b>	<b>29</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>1,636,208</b>	<b>170,770</b>	<b>0</b>
<b>Totals</b>	<b>\$3,353,196</b>	<b>\$2,323,456</b>	<b>\$2,359,450</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
705-WATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-705-5010	SALARIES	253,440	313,476	208,136	344,401	348,150	3,749
021-705-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
021-705-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-705-5021	TERMINATION PAY	2,101	0	1,300	1,300	0	( 1,300)
021-705-5022	VACATION BUY BACK	5,417	5,500	5,714	5,714	5,500	( 214)
021-705-5035	OVERTIME	75,349	45,000	38,483	51,895	45,000	( 6,895)
021-705-5045	LONGEVITY	1,069	2,224	1,537	1,560	2,892	1,332
021-705-5050	RETIREMENT	60,654	65,656	43,129	77,963	71,926	( 6,037)
021-705-5055	STANDBY PAY	8,126	3,900	7,287	11,693	3,900	( 7,793)
021-705-5060	GROUP INSURANCE	69,395	84,121	48,899	79,567	81,635	2,068
021-705-5065	WORKERS' COMPENSATION	18,519	20,204	10,102	10,102	19,989	9,887
021-705-5070	RETIREMENT-DEFERRED COM	19,010	20,393	15,201	24,294	22,340	( 1,954)
021-705-5075	LIFE & DISABILITY INSUR	2,473	3,131	1,642	2,556	3,145	589
021-705-5080	MEDICARE	5,003	5,366	4,000	6,394	5,879	( 515)
021-705-5085	UNEMPLOYMENT TAXES	<u>241</u>	<u>72</u>	<u>1,166</u>	<u>3,466</u>	<u>1,296</u>	<u>( 2,170)</u>
TOTAL PERSONNEL SERVICES		520,795	569,043	386,598	620,905	611,652	( 9,253)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
705-WATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-705-5110	OFFICE SUPPLIES	1,716	1,400	1,073	1,400	1,400	0
021-705-5112	FOOD SUPPLIES	214	550	320	550	550	0
021-705-5114	WEARING APPAREL	2,451	2,500	1,611	2,200	2,500	300
021-705-5116	GASOLINE, OIL, & GREASE	3,778	5,500	3,164	5,300	5,000	( 300)
021-705-5117	MINOR APPARATUS	10,218	13,000	4,013	10,000	10,000	0
021-705-5118	JANITORIAL SUPPLIES	5,289	2,000	1,592	2,000	2,000	0
021-705-5119	CHEMICALS	407,473	335,000	210,888	385,000	385,000	0
021-705-5123	OTHER SUPPLIES	621	700	799	799	700	( 99)
021-705-5124	POSTAGE	317	500	256	500	500	0
021-705-5128	UTILITIES	226,416	250,000	159,075	250,000	250,000	0
021-705-5128-01	LANDFILL	<u>1,231</u>	<u>5,000</u>	<u>20</u>	<u>500</u>	<u>100</u>	<u>( 400)</u>
TOTAL SUPPLIES & MATERIALS		659,724	616,150	382,811	658,249	657,750	( 499)
<u>MAINTENANCE OF LAND</u>							
021-705-5210	LAND MAINTENANCE	<u>0</u>	<u>400</u>	<u>915</u>	<u>1,000</u>	<u>400</u>	<u>( 600)</u>
TOTAL MAINTENANCE OF LAND		0	400	915	1,000	400	( 600)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
705-WATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
021-705-5311	MAINTENANCE OF BUILDING	6,977	152,000	1,941	2,500	150,000	147,500
021-705-5313	MAINT. OF TREATMENT PLA	8,180	180,000	9,772	30,000	280,000	250,000
021-705-5322	MAINTENANCE OF FENCES &	0	2,000	0	2,000	2,000	0
021-705-5311	CURRENT YEAR NOTES: \$150,000 Chemical Building Upgrade per TCEQ carryover from 2019-2020						
021-705-5313	CURRENT YEAR NOTES: \$60,000 Storage Tank Inspection \$20,000 General Maintenance of Plant \$200,000 Turbine Pump Repairs						
TOTAL MAINTENANCE OF BUILDINGS/		15,156	334,000	11,713	34,500	432,000	397,500
<u>MAINTENANCE OF EQUIPMENT</u>							
021-705-5411	I.T. MAINT & AGREEMENTS	640	4,400	1,500	2,000	2,148	148
021-705-5412	VEHICLE MAINTENANCE	19,401	15,000	5,684	15,000	15,000	0
021-705-5413	MAINTENANCE OF FIRE APP	480	100	0	300	100	( 200)
021-705-5415	MAINTENANCE OF RADIOS	0	0	0	0	0	0
021-705-5417	MAINTENANCE OF MOWERS	498	500	154	500	500	0
021-705-5422	MAINT HEATING & COOLING	4,511	500	0	500	500	0
021-705-5425	MAINT. MACHINERY, TOOLS	46,693	42,500	26,717	42,500	50,000	7,500
TOTAL MAINTENANCE OF EQUIPMENT		72,223	63,000	34,055	60,800	68,248	7,448

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
705-WATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
021-705-5511	COMMUNICATIONS	11,768	6,710	8,956	12,000	5,000	( 7,000)
021-705-5515	HIRE OF EQUIPMENT	7,251	7,000	1,284	2,000	2,000	0
021-705-5520	INSURANCE	6,523	6,900	6,203	6,203	6,900	697
021-705-5521	SPECIAL SERVICES	73,228	325,000	384,019	395,000	75,000	( 320,000)
021-705-5521-05	SPECIAL SERVICES-ENGINE	31,000	25,000	32,860	62,000	95,000	33,000
021-705-5521-14	SPECIAL SERVICES-TCEQ	25,112	30,000	24,297	26,000	126,000	100,000
021-705-5530	TRAVEL EXPENSE	6,066	3,000	143	1,000	3,000	2,000
021-705-5540	DUES & SUBSCRIPTIONS	280	200	0	200	200	0
021-705-5541	PERMITS,LICENSES,TESTIN	2,369	2,500	0	1,000	2,500	1,500
021-705-5550	ELECTRICITY	283,474	270,000	162,588	270,000	270,000	0
021-705-5555	EDUCATION & TRAINING	314	2,000	0	0	2,000	2,000
021-705-5560	GAS FOR HEATING	<u>1,701</u>	<u>1,800</u>	<u>1,319</u>	<u>1,800</u>	<u>1,800</u>	<u>0</u>
021-705-5521	CURRENT YEAR NOTES:						
	\$75,000 Engineering, Water Testing						
	250,000 Sluge Removal						
021-705-5521	NEXT YEAR NOTES:						
	\$75,000 Engineering, Water Testing						
021-705-5521-14	NEXT YEAR NOTES:						
	\$100,000 Utility Risk and Resilience Study						
TOTAL CONTRACTUAL SERVICES		449,086	680,110	621,668	777,203	589,400	( 187,803)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
705-WATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MISCELLANEOUS</u>							
021-705-5645	LATE PAY FEES & PENALTI	4	0	29	29	0	( 29)
TOTAL MISCELLANEOUS		4	0	29	29	0	( 29)
<u>BUILDING &amp; STRUCTURES</u>							
021-705-6213-01	FILTER REHABILITATION	1,636,208	0	25,999	135,650	0	( 135,650)
TOTAL BUILDING & STRUCTURES		1,636,208	0	25,999	135,650	0	( 135,650)
<u>VEHICLES</u>							
021-705-6404	HEAVY EQUIPMENT	0	34,000	35,120	35,120	0	( 35,120)
TOTAL VEHICLES		0	34,000	35,120	35,120	0	( 35,120)
TOTAL 705-WATER TREATMENT		3,353,196	2,296,703	1,498,908	2,323,456	2,359,450	35,994
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## **Dept 710 – Distribution & Collection**

## **Utility Fund**

The Distribution and Collection (D & C) Department provides for operation, maintenance and construction of the City's water distribution and wastewater collection system as well as meter testing and administration of the utilities division.

### ***ACHIEVEMENTS***

- Maintained TCEQ requirement standards
- Improved infrastructure by replacing water and sewer lines
- Replaced broken valves in areas throughout the City
- Completed the 20" main transition line replacement from the water treatment plant
- Completed 30" wastewater transition line From Columbia to the wastewater plant

### ***GOALS***

- Continue to improve infrastructure through replacement
- Continue to improve employee prospects and retention
- Continue to maintain TCEQ requirements standards
- Continue to monitor Sanitary Sewer Overflow requirements to eliminate FOG (Fats Oils and Grease)
- Create a crew for fire hydrant repair and valve replacement only
- Create a sewer crew for maintenance of sewer lines that will also be responsible for the maintenance and welfare of the Jetter Truck

**(Continued on next page)**

**Dept 710 – Distribution & Collection****Utility Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$861,934</b>	<b>\$878,584</b>	<b>\$843,648</b>
<b>51 – Supplies and Materials</b>	<b>109,310</b>	<b>87,750</b>	<b>107,400</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>628,583</b>	<b>440,000</b>	<b>437,500</b>
<b>54 – Maintenance of Equipment</b>	<b>444,014</b>	<b>560,400</b>	<b>425,398</b>
<b>55 – Contractual Services</b>	<b>493,924</b>	<b>289,340</b>	<b>482,315</b>
<b>56 – Miscellaneous</b>	<b>35,994</b>	<b>0</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>1,082,351</b>	<b>2,262,418</b>	<b>1,700,000</b>
<b>Totals</b>	<b>\$3,656,110</b>	<b>\$4,518,792</b>	<b>\$3,996,261</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
710-DISTRIBUTION & COLLEC

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-710-5010	SALARIES	390,155	471,500	261,516	438,504	452,552	14,048
021-710-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
021-710-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-710-5015	AUTO ALLOWANCE	0	0	0	0	0	0
021-710-5021	TERMINATION PAY	2,192	0	1,045	1,045	3,000	1,955
021-710-5022	VACATION BUY BACK	5,827	5,850	5,669	5,669	5,850	181
021-710-5035	OVERTIME	163,487	75,000	101,031	131,318	75,000	( 56,318)
021-710-5045	LONGEVITY	2,502	3,394	1,740	1,752	4,030	2,278
021-710-5050	RETIREMENT	100,316	102,581	62,115	113,861	99,332	( 14,529)
021-710-5055	STANDBY PAY	11,576	19,500	6,912	11,468	19,500	8,032
021-710-5060	GROUP INSURANCE	116,754	132,326	65,500	107,455	114,052	6,597
021-710-5065	WORKERS' COMPENSATION	24,602	28,378	14,189	14,189	25,483	11,294
021-710-5070	RETIREMENT-DEFERRED COM	31,644	31,861	21,799	35,481	30,852	( 4,629)
021-710-5075	LIFE & DISABILITY INSUR	3,911	4,787	2,002	3,408	4,150	742
021-710-5080	MEDICARE	8,327	8,385	5,737	9,335	8,119	( 1,216)
021-710-5085	UNEMPLOYMENT TAXES	640	117	1,711	5,099	1,728	( 3,371)
TOTAL PERSONNEL SERVICES		861,934	883,679	550,966	878,584	843,648	( 34,936)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
710-DISTRIBUTION & COLLEC

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-710-5110	OFFICE SUPPLIES	2,701	4,000	640	2,300	2,500	200
021-710-5112	FOOD SUPPLIES	1,291	700	199	700	700	0
021-710-5114	WEARING APPAREL	6,054	7,000	3,373	6,000	6,000	0
021-710-5116	GASOLINE, OIL, & GREASE	41,436	50,000	15,676	35,000	35,000	0
021-710-5117	MINOR APPARATUS	50,795	50,000	23,532	40,000	40,000	0
021-710-5118	JANITORIAL SUPPLIES	1,310	1,000	1,154	1,700	1,300	( 400)
021-710-5119	CHEMICALS	284	100	0	100	100	0
021-710-5123	OTHER SUPPLIES	772	2,400	478	1,500	21,500	20,000
021-710-5124	POSTAGE	171	100	51	100	100	0
021-710-5128-01	LANDFILL	<u>4,498</u>	<u>20,000</u>	<u>50</u>	<u>350</u>	<u>200</u>	<u>( 150)</u>
021-710-5123	NEXT YEAR NOTES: \$20,000 Baracades						
TOTAL SUPPLIES & MATERIALS		109,310	135,300	45,152	87,750	107,400	19,650
<u>MAINTENANCE OF BUILDINGS/</u>							
021-710-5311	MAINTENANCE OF BUILDING	4,507	2,500	4,810	5,000	2,500	( 2,500)
021-710-5314	MAINTENANCE OF SANITARY	20,975	10,000	4,245	10,000	10,000	0
021-710-5318	MAINT. PAVED & UNPAVED	<u>603,101</u>	<u>425,000</u>	<u>151,778</u>	<u>425,000</u>	<u>425,000</u>	<u>0</u>
TOTAL MAINTENANCE OF BUILDINGS/		628,583	437,500	160,833	440,000	437,500	( 2,500)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
710-DISTRIBUTION & COLLEC

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF EQUIPMENT</u>							
021-710-5411	I.T. MAINT & AGREEMENTS	11,692	13,000	8,956	9,400	9,398	( 2)
021-710-5412	VEHICLE MAINTENANCE	88,251	100,000	58,448	100,000	85,000	( 15,000)
021-710-5413	FIRE APPARATUS	0	100	0	0	0	0
021-710-5419	MAINTENANCE OF PIPE LIN	133,131	170,000	65,470	150,000	150,000	0
021-710-5420	METERS AND SETTINGS	209,683	180,000	201,633	300,000	180,000	( 120,000)
021-710-5425	MAINT. MACHINERY, TOOLS	1,258	1,000	759	1,000	1,000	0
	TOTAL MAINTENANCE OF EQUIPMENT	444,014	464,100	335,266	560,400	425,398	( 135,002)
<u>CONTRACTUAL SERVICES</u>							
021-710-5511	COMMUNICATIONS	25,019	13,761	14,875	20,000	11,000	( 9,000)
021-710-5515	HIRE OF EQUIPMENT	24,987	50,000	1,878	2,500	2,200	( 300)
021-710-5520	INSURANCE	14,105	15,050	14,314	14,314	14,600	286
021-710-5521	SPECIAL SERVICES	427,541	490,018	35,198	250,000	450,000	200,000
021-710-5525	ADVERTISING	639	150	0	0	0	0
021-710-5530	TRAVEL EXPENSE	891	2,500	1,866	2,000	3,500	1,500
021-710-5540	DUES & SUBSCRIPTIONS	55	0	253	275	275	0
021-710-5541	PERMITS,LICENSES,TESTIN	222	1,000	111	111	500	389
021-710-5550	ELECTRICITY	439	0	131	140	140	0
021-710-5555	EDUCATION & TRAINING	25	2,000	280	300	100	( 200)

021-710-5511

## CURRENT YEAR NOTES:

Includes portion of new VOIP system and 2nd of of 3 years

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
710-DISTRIBUTION & COLLEC

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	for new digital radios payments for City's portion of infrastructure cost with County.						
	TOTAL CONTRACTUAL SERVICES	493,924	574,479	68,906	289,640	482,315	192,675

MISCELLANEOUS

021-710-5616	JUDGEMENTS & DAMAGES	35,994	10,000	3,539	0	0	0
021-710-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
	TOTAL MISCELLANEOUS	35,994	10,000	3,539	0	0	0

EQUIPMENT

021-710-6311	MACHINERY AND EQUIPMENT	0	15,000	8,789	8,789	0	( 8,789)
021-710-6316	DISTRIBUTION LINES	630,837	3,346,028	1,321,844	2,200,000	1,700,000	( 500,000)
021-710-6316	NEXT YEAR NOTES: \$700,000 Carryover from 2019-20 \$1,000,000 Sewer and Distribution Lines 2020-21						
	TOTAL EQUIPMENT	630,837	3,361,028	1,330,633	2,208,789	1,700,000	( 508,789)

VEHICLES

021-710-6401	MOTOR VEHICLES	0	35,000	28,258	32,000	0	( 32,000)
021-710-6404	HEAVY EQUIPMENT	451,514	20,000	21,629	21,629	0	( 21,629)
021-710-6401	CURRENT YEAR NOTES: Utility Truck						
021-710-6404	CURRENT YEAR NOTES: Payoff to purchase Caterpillar 303.5DCR from operating lease.						

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
710-DISTRIBUTION & COLLEC

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL VEHICLES	<u>451,514</u>	<u>55,000</u>	<u>49,887</u>	<u>53,629</u>	<u>0</u>	<u>( 53,629)</u>
	TOTAL 710-DISTRIBUTION & COLLEC	<u>3,656,111</u>	<u>5,921,086</u>	<u>2,545,183</u>	<u>4,518,792</u>	<u>3,996,261</u>	<u>( 522,531)</u>
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## **Dept 735 – Water Office/ Customer Svc.**

## **Utility Fund**

The Water Office is responsible for the billing and collection of fees for water and wastewater service, sanitation collection, and environmental fee. Department personnel are responsible for reading service meters, computing and sending bills and collection and posting of payments.

### ***ACHIEVEMENTS***

- Continued to promote customer service excellence by putting our citizens and their needs first
- Prepare for move to new and improved location
- Introduce clerks to the billing process so they have a better understanding of the department
- Cross-train a second meter reader to fill-in when primary reader is out
- Run monthly idles for all five zones to identify dead zones

### ***GOALS***

- Continue to promote customer service excellency by putting our citizens and their needs first
- Complete move to new location
- Complete implementation of payment kiosk into existing billing system to provide customers additional options for bill payments.
- Cross-train employees on multiple functions to avoid disruptions to operations in event of absences due to COVID-19

**(Continued on next page)**

**Dept 735 – Water Office/ Customer Svc.****Utility Fund**

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>50 – Personnel Services</b>	<b>\$361,065</b>	<b>\$378,436</b>	<b>\$380,953</b>
<b>51 – Supplies and Materials</b>	<b>19,212</b>	<b>24,225</b>	<b>20,350</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>2,904</b>	<b>3,000</b>	<b>500</b>
<b>54 – Maintenance of Equipment</b>	<b>32,318</b>	<b>47,100</b>	<b>47,999</b>
<b>55 – Contractual Services</b>	<b>142,739</b>	<b>147,443</b>	<b>142,100</b>
<b>60 – Capital Outlay</b>	<b>0</b>	<b>16,703</b>	<b>143,228</b>
<b>Totals</b>	<b>\$558,238</b>	<b>\$616,907</b>	<b>\$735,130</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
002-FINANCE  
735-WATER OFFICE-CUSTOMER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
002-735-5010	SALARIES	219,361	239,980	150,883	241,254	240,847	( 407)
002-735-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
002-735-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
002-735-5021	TERMINATION PAY	2,475	0	0	0	0	0
002-735-5022	VACATION BUY BACK	2,362	2,365	2,649	2,649	2,365	( 284)
002-735-5035	OVERTIME	754	2,500	0	0	2,500	2,500
002-735-5045	LONGEVITY	2,055	2,933	2,020	2,192	3,392	1,200
002-735-5050	RETIREMENT	39,130	43,956	25,270	44,735	44,191	( 544)
002-735-5060	GROUP INSURANCE	70,855	71,379	39,270	61,742	61,359	( 383)
002-735-5065	WORKERS' COMPENSATION	5,792	6,283	3,142	3,142	5,733	2,591
002-735-5070	RETIREMENT-DEFERRED COM	12,494	13,653	8,923	13,945	13,726	( 219)
002-735-5075	LIFE & DISABILITY INSUR	2,348	2,447	1,293	2,218	2,220	2
002-735-5080	MEDICARE	3,288	3,593	2,348	3,670	3,612	( 58)
002-735-5085	UNEMPLOYMENT TAXES	<u>151</u>	<u>63</u>	<u>967</u>	<u>2,889</u>	<u>1,008</u>	<u>( 1,881)</u>
TOTAL PERSONNEL SERVICES		361,065	389,152	236,766	378,436	380,953	2,517

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
002-FINANCE  
735-WATER OFFICE-CUSTOMER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
002-735-5110	OFFICE SUPPLIES	3,740	3,500	7,393	7,800	4,000	( 3,800)
002-735-5112	FOOD SUPPLIES	0	40	0	0	0	0
002-735-5114	WEARING APPAREL	881	1,000	359	700	750	50
002-735-5116	GASOLINE, OIL, & GREASE	6,200	6,500	3,392	6,000	6,000	0
002-735-5117	MINOR APPARATUS	4,907	4,000	3,552	5,000	5,000	0
002-735-5118	JANITORIAL SUPPLIES	24	200	0	0	100	100
002-735-5123	OTHER SUPPLIES	475	475	475	475	500	25
002-735-5124	POSTAGE	1,099	1,000	884	1,250	1,300	50
002-735-5126	MERCHANDISE FOR SALES	0	300	378	700	300	( 400)
002-735-5128	UTILITIES	<u>1,887</u>	<u>1,450</u>	<u>1,709</u>	<u>2,300</u>	<u>2,400</u>	<u>100</u>
TOTAL SUPPLIES & MATERIALS		19,212	18,465	18,142	24,225	20,350	( 3,875)
<u>MAINTENANCE OF BUILDINGS/</u>							
002-735-5311	MAINT OF BLDGS-POLLY MA	<u>2,904</u>	<u>1,200</u>	<u>1,799</u>	<u>3,000</u>	<u>500</u>	<u>( 2,500)</u>
TOTAL MAINTENANCE OF BUILDINGS/		2,904	1,200	1,799	3,000	500	( 2,500)
<u>MAINTENANCE OF EQUIPMENT</u>							
002-735-5411	I.T. MAINT & AGREEMENTS	19,741	22,000	17,820	21,000	31,799	10,799
002-735-5412	VEHICLE MAINTENANCE	11,966	12,000	18,313	25,000	15,000	( 10,000)
002-735-5420	MAINT. OF METERS AND SE	388	350	411	600	600	0
002-735-5422	MAINT HEATING & COOLING	<u>223</u>	<u>500</u>	<u>294</u>	<u>500</u>	<u>600</u>	<u>100</u>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
002-FINANCE  
735-WATER OFFICE-CUSTOMER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
002-735-5411	PERMANENT NOTES: Includes annual maintenance fees for Incode Utility Billing, Neptune meter reading, and Microsoft Office. These came to \$19,280 in 2019-20.						
	TOTAL MAINTENANCE OF EQUIPMENT	32,318	34,850	36,837	47,100	47,999	899
<u>CONTRACTUAL SERVICES</u>							
002-735-5511	COMMUNICATIONS	9,877	5,014	7,721	9,400	5,000	( 4,400)
002-735-5515	HIRE OF EQUIPMENT	3,341	3,000	2,267	3,700	3,700	0
002-735-5520	INSURANCE	3,146	3,300	3,068	3,068	3,150	82
002-735-5521	SPECIAL SERVICES	44,623	30,000	32,722	47,000	48,000	1,000
002-735-5521-07	SPECIAL SERVICES-ACCOUN	8,250	11,600	9,875	9,875	8,250	( 1,625)
002-735-5521-10	SPCS SERVS - OUTSOURCE	64,601	66,000	37,465	65,000	65,000	0
002-735-5521-15	SPL SERVICES - CREDIT C	3,577	3,000	2,537	3,600	3,600	0
002-735-5530	TRAVEL EXPENSE	0	100	0	0	100	100
002-735-5541	PERMITS,LICENSES,&TESTI	71	0	0	0	0	0
002-735-5550	ELECTRICITY	3,130	3,500	1,372	3,500	3,000	( 500)
002-735-5555	EDUCATION AND TRAINING	0	200	0	0	0	0
002-735-5560	GAS FOR HEATING	<u>2,121</u>	<u>2,300</u>	<u>1,711</u>	<u>2,300</u>	<u>2,300</u>	<u>0</u>
002-735-5511	CURRENT YEAR NOTES: Includes portion of new VOIP system and 2nd of of 3 years for new digital radios payments for City's portion of infrastructure cost with County.						
	TOTAL CONTRACTUAL SERVICES	142,739	128,014	98,739	147,443	142,100	( 5,343)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
002-FINANCE  
735-WATER OFFICE-CUSTOMER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	

BUILDING & STRUCTURES

002-735-6201	BUILDINGS - SPECIAL PRO	0	40,000	0	0	143,228	143,228
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002-735-6201 NEXT YEAR NOTES:  
\$143,228 Improvements to New Water Office

TOTAL BUILDING & STRUCTURES		0	40,000	0	0	143,228	143,228
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EQUIPMENT

002-735-6311	MACHINERY AND EQUIPMENT	0	0	8,352	16,703	0	( 16,703)
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002-735-6311 CURRENT YEAR NOTES:  
1/2 cost of payment kiosk for Muncipal Court and Utility customer payments.

TOTAL EQUIPMENT		0	0	8,352	16,703	0	( 16,703)
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TOTAL 735-WATER OFFICE-CUSTOMER		558,238	611,681	400,635	616,907	735,130	118,223
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

TOTAL 002-FINANCE		558,238	611,681	400,635	616,907	735,130	118,223
		=====	=====	=====	=====	=====	=====

## **Dept 740 – Wastewater Treatment**

## **Utility Fund**

The Wastewater Treatment Plant incorporates an advanced secondary treatment process for effective and environmentally safe treatment and disposal of wastewater. The plant conducts laboratory testing of wastewater samples and monitors the treatment process on a 24-hour basis.

### ***ACHIEVEMENTS***

- Maintained required training and certification for all employees
- Maintained TCEQ treatment standards
- Complied with Sludge TCLP, Paint filter and PCB's lab testing
- Passed TCEQ inspection
- Maintained clean and disease free WWTP during COVID-19 pandemic
- Main bar screen and Stair screen rebuilt

### ***GOALS***

- Continue to maintain TCEQ treatment standards
- Continue to maintain required training and certification for all employees
- Continue to upgrade and maintain WWTP and lift stations
- Continue to maintain and service all vital plant equipment
- Begin and complete Rehabilitation project on trickling filters and final clarifiers
- Begin construction on New Birdwell lift station

**(Continued on next page)**

**Dept 740 – Wastewater Treatment****Utility Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$499,180</b>	<b>\$489,521</b>	<b>\$469,166</b>
<b>51 – Supplies and Materials</b>	<b>294,889</b>	<b>291,226</b>	<b>292,526</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>39,170</b>	<b>36,750</b>	<b>23,000</b>
<b>54 – Maintenance of Equipment</b>	<b>171,969</b>	<b>122,550</b>	<b>107,240</b>
<b>55 – Contractual Services</b>	<b>313,233</b>	<b>276,604</b>	<b>271,450</b>
<b>56 - Miscellaneous</b>	<b>3</b>	<b>0</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>25,367</b>	<b>340,000</b>	<b>2,500,000</b>
<b>Totals</b>	<b>\$1,343,811</b>	<b>\$1,556,651</b>	<b>\$3,663,382</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
740-WASTEWATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-740-5010	SALARIES	275,091	333,882	174,559	279,329	265,599	( 13,730)
021-740-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
021-740-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-740-5021	TERMINATION PAY	488	0	313	313	0	( 313)
021-740-5022	VACATION BUY BACK	1,416	1,420	2,832	2,832	1,420	( 1,412)
021-740-5035	OVERTIME	39,547	40,000	24,539	39,086	40,000	914
021-740-5045	LONGEVITY	3,931	5,375	4,471	4,500	5,875	1,375
021-740-5050	RETIREMENT	57,133	68,224	34,861	60,805	56,199	( 4,606)
021-740-5055	STANDBY PAY	5,807	3,900	3,681	5,884	3,900	( 1,984)
021-740-5060	GROUP INSURANCE	76,616	93,491	38,798	60,726	59,864	( 862)
021-740-5065	WORKERS' COMPENSATION	13,430	13,215	6,608	6,608	10,802	4,194
021-740-5070	RETIREMENT-DEFERRED COM	17,969	21,190	12,196	18,957	17,455	( 1,502)
021-740-5075	LIFE & DISABILITY INSUR	2,839	3,406	1,447	2,467	2,450	( 17)
021-740-5080	MEDICARE	4,729	5,576	3,209	4,990	4,594	( 396)
021-740-5085	UNEMPLOYMENT TAXES	185	81	1,008	3,024	1,008	( 2,016)
TOTAL PERSONNEL SERVICES		499,180	589,760	308,522	489,521	469,166	( 20,355)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
740-WASTEWATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-740-5110	OFFICE SUPPLIES	969	1,500	444	1,000	1,500	500
021-740-5112	FOOD SUPPLIES	251	550	0	225	225	0
021-740-5114	WEARING APPAREL	1,283	2,000	261	1,200	1,500	300
021-740-5116	GASOLINE, OIL, & GREASE	16,971	15,000	7,243	12,500	13,000	500
021-740-5117	MINOR APPARATUS	8,118	10,000	10,567	10,000	10,000	0
021-740-5118	JANITORIAL SUPPLIES	714	1,000	669	1,000	1,000	0
021-740-5119	CHEMICALS	104,464	100,000	79,948	120,000	120,000	0
021-740-5123	OTHER SUPPLIES	151	750	151	151	151	0
021-740-5124	POSTAGE	353	150	62	150	150	0
021-740-5128	UTILITIES	161,617	170,000	64,793	140,000	140,000	0
021-740-5128-01	LANDFILL	0	10,000	345	5,000	5,000	0
021-740-5112	CURRENT YEAR NOTES: CITY HOSTING WTA						
TOTAL SUPPLIES & MATERIALS		294,889	310,950	164,482	291,226	292,526	1,300
<u>MAINTENANCE OF BUILDINGS/</u>							
021-740-5311	MAINTENANCE OF BUILDING	16,522	1,000	1,412	1,750	1,000	( 750)
021-740-5313	MAINT. OF TREATMENT PLA	22,647	15,000	30,057	35,000	20,000	( 15,000)
021-740-5322	FENCES AND GATES	0	2,000	0	0	2,000	2,000
TOTAL MAINTENANCE OF BUILDINGS/		39,170	18,000	31,468	36,750	23,000	( 13,750)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
740-WASTEWATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF EQUIPMENT</u>							
021-740-5411	I.T. MAINT & AGREEMENTS	1,280	3,500	1,200	1,300	1,390	90
021-740-5412	VEHICLE MAINTENANCE	19,716	25,000	13,786	20,000	25,000	5,000
021-740-5413	MAINT OF FIRE APPARATUS	395	300	0	500	300	( 200)
021-740-5417	MAINTENANCE OF MOWERS	1,002	500	40	500	500	0
021-740-5422	MAINT HEATING & COOLING	14	50	163	250	50	( 200)
021-740-5425	MAINT. MACHINERY, TOOLS	149,563	75,000	87,028	100,000	80,000	( 20,000)
	TOTAL MAINTENANCE OF EQUIPMENT	171,969	104,350	102,216	122,550	107,240	( 15,310)
<u>CONTRACTUAL SERVICES</u>							
021-740-5511	COMMUNICATIONS	6,765	6,094	10,133	12,000	5,000	( 7,000)
021-740-5515	HIRE OF EQUIPMENT	17,698	12,000	6,770	8,000	8,000	0
021-740-5520	INSURANCE	5,450	6,000	5,242	5,242	5,500	258
021-740-5521	SPECIAL SERVICES	33,724	29,000	10,542	20,000	20,000	0
021-740-5521-05	SPECIAL SERVICES-ENGINE	24,812	10,000	1,819	10,000	10,000	0
021-740-5521-14	SPECIAL SERVICES-TCEQ	27,926	25,000	24,661	28,000	28,000	0
021-740-5530	TRAVEL EXPENSE	1,423	2,500	662	662	2,500	1,838
021-740-5540	DUES & SUBSCRIPTIONS	280	150	0	150	150	0
021-740-5541	PERMITS,LICENSES,TESTIN	4,539	1,000	0	500	500	0
021-740-5550	ELECTRICITY	188,579	190,000	111,529	190,000	190,000	0
021-740-5555	EDUCATION & TRAINING	290	0	235	250	0	( 250)
021-740-5560	GAS FOR HEATING	1,747	2,000	1,120	1,800	1,800	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
740-WASTEWATER TREATMENT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL CONTRACTUAL SERVICES	313,233	283,744	172,713	276,604	271,450	( 5,154)

MISCELLANEOUS

021-740-5645	LATE PAY FEES & PENALTI	3	0	0	0	0	0
	TOTAL MISCELLANEOUS	3	0	0	0	0	0

BUILDING & STRUCTURES

021-740-6213	TREATMENT PLANTS	25,367	2,340,000	31,500	340,000	2,000,000	1,660,000
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021-740-6213 CURRENT YEAR NOTES:  
 \$500,000 Rehad North Clarifier  
 840,000 Rehab Grit Removal System, South Clarifier &  
 Trickling Filters  
 1,000,000 New Birdwell lift station

021-740-6213 NEXT YEAR NOTES:  
 \$1,170,000 Rehad North Clarifier, South Clarifier &  
 Trickling Filter  
 \$830,000 New Birdwell lift station  
 \$500,000 Rehab on Grit Removal System

	TOTAL BUILDING & STRUCTURES	25,367	2,340,000	31,500	340,000	2,000,000	1,660,000
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VEHICLES

021-740-6401	MOTOR VEHICLES	0	0	0	0	500,000	500,000
	TOTAL VEHICLES	0	0	0	0	500,000	500,000

	TOTAL 740-WASTEWATER TREATMENT	1,343,810	3,646,804	810,900	1,556,651	3,663,382	2,106,731
		=====	=====	=====	=====	=====	=====

## **Dept 745 – Material Control**

## **Utility Fund**

Material Control coordinates purchase of like items between various City departments in an effort to take advantage of volume pricing. The department prepares and tabulates bids in accordance with municipal and state law as well as solicits and receives quotes, processes requisitions, purchase orders and invoices.

### ***ACHIEVEMENTS***

- Continued evaluating purchasing and inventory workflows to ensure effective responsiveness
- Continued to improve the working relationships with departments and vendors
- Continued to expand our vendor lists for services and commodities
- Continued upkeep and maintenance of City warehouse (including daily paperwork and computer entries)
- Continued to progress in the need of material needed by hired City Contractors and to meet the request of specialized items and services
- Continued Purchasing training

### ***GOALS***

- Continue evaluating purchasing and inventory workflows
- Continue attending purchasing training
- Continue improving communication with departments and vendors
- Continue cross-training inventory/purchasing technician
- Continue evaluating the layout of the warehouse and making changes as necessary

**(Continued on next page)**

**Dept 745 – Material Control****Utility Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$122,002</b>	<b>\$125,251</b>	<b>\$125,340</b>
<b>51 – Supplies and Materials</b>	<b>6,439</b>	<b>3,600</b>	<b>2,250</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>1,190</b>	<b>2,000</b>	<b>1,500</b>
<b>54 – Maintenance of Equipment</b>	<b>7,695</b>	<b>5,100</b>	<b>5,577</b>
<b>55 – Contractual Services</b>	<b>11,670</b>	<b>18,522</b>	<b>16,118</b>
<b>56 - Miscellaneous</b>	<b>39</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$149,036</b>	<b>\$154,473</b>	<b>\$150,758</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
745-MATERIAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-745-5010	SALARIES	70,422	74,707	47,182	75,314	74,707	( 607)
021-745-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
021-745-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-745-5021	TERMINATION PAY	0	0	0	0	0	0
021-745-5022	VACATION BUY BACK	812	900	1,416	1,416	900	( 516)
021-745-5035	OVERTIME	1,422	1,000	1,164	1,500	1,000	( 500)
021-745-5045	LONGEVITY	304	539	257	419	683	264
021-745-5050	RETIREMENT	14,075	14,378	8,595	15,009	14,403	( 606)
021-745-5055	STANDBY PAY	3,921	3,900	2,454	3,923	3,900	( 23)
021-745-5060	GROUP INSURANCE	18,793	20,669	10,947	17,209	17,104	( 105)
021-745-5065	WORKERS' COMPENSATION	5,855	5,997	2,999	2,999	6,008	3,009
021-745-5070	DEFERRED COMP	4,426	4,466	3,024	4,679	4,474	( 205)
021-745-5075	LIFE & DISABILITY INSUR	790	760	401	687	696	9
021-745-5080	MEDICARE	1,165	1,175	796	1,232	1,177	( 55)
021-745-5085	UNEMPLOYMENT COMPENSATI	18	18	288	864	288	( 576)
TOTAL PERSONNEL SERVICES		122,002	128,509	79,521	125,251	125,340	89

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
745-MATERIAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-745-5110	OFFICE SUPPLIES	1,250	900	633	900	900	0
021-745-5112	FOOD SUPPLIES	28	0	27	100	0	( 100)
021-745-5114	WEARING APPAREL	442	200	352	500	200	( 300)
021-745-5116	GASOLINE, OIL AND GREAS	1,130	800	889	1,100	450	( 650)
021-745-5117	MINOR APPARATUS	895	100	863	900	600	( 300)
021-745-5124	POSTAGE	200	100	0	100	100	0
021-745-5128	UTILITIES	2,323	3,000	0	0	0	0
021-745-5128-01	LANDFILL	<u>171</u>	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		6,439	6,300	2,764	3,600	2,250	( 1,350)
<u>MAINTENANCE OF LAND</u>							
021-745-5210	LAND MAINTENANCE	<u>0</u>	<u>400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF LAND		0	400	0	0	0	0
<u>MAINTENANCE OF BUILDINGS/</u>							
021-745-5311	MAINTENANCE OF BUILDING	<u>1,190</u>	<u>1,500</u>	<u>1,947</u>	<u>2,000</u>	<u>1,500</u>	<u>( 500)</u>
TOTAL MAINTENANCE OF BUILDINGS/		1,190	1,500	1,947	2,000	1,500	( 500)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
745-MATERIAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF EQUIPMENT</u>							
021-745-5411	I.T. MAINT & AGREEMENTS	3,158	3,250	3,212	3,250	3,477	227
021-745-5412	MAINTENANCE OF VEHICLES	4,170	1,700	1,005	1,700	1,700	0
021-745-5413	FIRE APPARATUS	0	150	0	150	150	0
021-745-5422	MAINT HEATING & COOLING	0	300	0	0	0	0
021-745-5425	MAINTENANCE OF MACHINER	368	500	0	0	250	250
TOTAL MAINTENANCE OF EQUIPMENT		7,695	5,900	4,217	5,100	5,577	477
<u>CONTRACTUAL SERVICES</u>							
021-745-5511	COMMUNICATIONS	3,799	5,268	5,926	6,500	5,268	( 1,232)
021-745-5520	INSURANCE	1,315	1,315	2,529	2,529	2,700	171
021-745-5525	ADVERTISING	2,512	500	3,884	5,200	3,000	( 2,200)
021-745-5530	TRAVEL EXPENSE	179	800	693	693	1,800	1,107
021-745-5535	RENT	0	0	0	0	0	0
021-745-5540	DUES & SUBSCRIPTIONS	175	150	250	250	250	0
021-745-5550	ELECTRICITY	3,163	4,000	1,452	3,100	3,100	0
021-745-5555	EDUCATION AND TRAINING	0	0	0	0	0	0
021-745-5560	GAS FOR HEATING	527	1,000	0	250	0	( 250)
TOTAL CONTRACTUAL SERVICES		11,670	13,033	14,733	18,522	16,118	( 2,404)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
745-MATERIAL CONTROL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MISCELLANEOUS</u>							
021-745-5645	LATE PAY FEES & PENALTI	39	0	0	0	0	0
TOTAL MISCELLANEOUS		39	0	0	0	0	0
TOTAL 745-MATERIAL CONTROL		149,036	155,642	103,182	154,473	150,785	( 3,688)
		=====	=====	=====	=====	=====	=====

## Dept 780 – City Hall Annex

## Utility Fund

This activity provides for the operation of the City Hall Annex building, including electricity, natural gas, insurance, building maintenance, and janitorial service. Non-Utility departments housed in the building will be charged rental fees.

### GOALS

- Continue renovations and upgrades

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>51 – Supplies and Materials</b>	<b>\$5,590</b>	<b>\$5,800</b>	<b>\$8,500</b>
<b>52 – Maintenance of Land</b>	<b>0</b>	<b>500</b>	<b>500</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>178,158</b>	<b>5,000</b>	<b>15,000</b>
<b>54 – Maintenance of Equipment</b>	<b>9,210</b>	<b>3,600</b>	<b>3,600</b>
<b>55 – Contractual Services</b>	<b>21,990</b>	<b>20,120</b>	<b>20,120</b>
<b>62 – Building &amp; Structures</b>	<b>12,201</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$227,149</b>	<b>\$35,020</b>	<b>\$47,720</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
780-CITY HALL ANNEX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-780-5117	MINOR APPARATUS	1,752	1,000	0	500	1,000	500
021-780-5118	JANITORIAL SUPPLIES	471	1,000	633	800	800	0
021-780-5123	OTHER SUPPLIES	80	0	0	0	0	0
021-780-5128	UTILITIES	2,832	2,000	1,771	2,500	2,200	( 300)
021-780-5128-01	CITY HALL ANNEX - LANDF	456	0	1,041	2,000	4,500	2,500
TOTAL SUPPLIES & MATERIALS		5,590	4,000	3,446	5,800	8,500	2,700
<u>MAINTENANCE OF LAND</u>							
021-780-5210	LAND MAINTENANCE	0	0	0	500	500	0
TOTAL MAINTENANCE OF LAND		0	0	0	500	500	0
<u>MAINTENANCE OF BUILDINGS/</u>							
021-780-5311	MAINTENANCE OF BUILDING	178,158	15,000	3,533	5,000	15,000	10,000
021-780-5311	CURRENT YEAR NOTES: Flooring						
TOTAL MAINTENANCE OF BUILDINGS/		178,158	15,000	3,533	5,000	15,000	10,000
<u>MAINTENANCE OF EQUIPMENT</u>							
021-780-5413	MAINT. OF FIRE APPARATU	247	600	0	600	600	0
021-780-5422	MAINT. HEATING & COOLIN	8,962	3,000	871	3,000	3,000	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
780-CITY HALL ANNEX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL MAINTENANCE OF EQUIPMENT	9,210	3,600	871	3,600	3,600	0
<u>CONTRACTUAL SERVICES</u>							
021-780-5511	COMMUNICATIONS	403	800	84	120	120	0
021-780-5520	INSURANCE	0	0	0	0	0	0
021-780-5521	SPECIAL SERVICES	9,609	7,500	5,250	9,000	9,000	0
021-780-5550	ELECTRICITY	9,356	8,000	4,498	8,000	8,000	0
021-780-5560	GAS FOR HEATING	<u>2,623</u>	<u>3,000</u>	<u>2,490</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>
021-780-5511	CURRENT YEAR NOTES:	Includes portion of new VOIP system and 2nd of of 3 years for new digital radios payments for City's portion of infrastructure cost with County.					
021-780-5521	CURRENT YEAR NOTES:	Janitorial service					
	TOTAL CONTRACTUAL SERVICES	21,990	19,300	12,322	20,120	20,120	0
<u>BUILDING &amp; STRUCTURES</u>							
021-780-6202	BUILDING IMPROVEMENTS	<u>12,201</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL BUILDING & STRUCTURES	<u>12,201</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL 780-CITY HALL ANNEX	227,149	41,900	20,172	35,020	47,720	12,700
		=====	=====	=====	=====	=====	=====

**Dept 000 – Non-Departmental****Utility Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies that provide services benefitting the citizens of Big Spring.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$4,185,833</b>	<b>\$4,050,000</b>	<b>\$4,100,000</b>
<b>54 – Maintenance of Equipment</b>	<b>5,075</b>	<b>6,147</b>	<b>6,200</b>
<b>55 – Contractual Services</b>	<b>66,548</b>	<b>66,586</b>	<b>58,836</b>
<b>56 - Miscellaneous</b>	<b>748,735</b>	<b>760,175</b>	<b>881,988</b>
<b>Totals</b>	<b>\$5,006,191</b>	<b>\$4,882,908</b>	<b>\$5,047,024</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-000-5128	RAW WATER PURCHASES	4,185,833	4,100,000	2,237,706	4,050,000	4,100,000	50,000
	TOTAL SUPPLIES & MATERIALS	4,185,833	4,100,000	2,237,706	4,050,000	4,100,000	50,000
<u>MAINTENANCE OF EQUIPMENT</u>							
021-000-5412	SERVICE CENT PRORATED E	5,075	3,000	6,147	6,147	6,200	53
	TOTAL MAINTENANCE OF EQUIPMENT	5,075	3,000	6,147	6,147	6,200	53
<u>CONTRACTUAL SERVICES</u>							
021-000-5520	INSURANCE	1,455	2,450	1,185	1,185	1,400	215
021-000-5521	SPECIAL SERVICES	62,619	61,000	35,469	63,000	55,000	( 8,000)
021-000-5535	RENT	1,896	1,896	1,264	1,896	1,896	0
021-000-5540	DUES & SUBSCRIPTIONS	577	800	505	505	540	35
021-000-5535	PERMANENT NOTES: Rent to Airpark for Building #15 - \$158/month (records storage - cost split between Utility & Gen. Fund)						
	TOTAL CONTRACTUAL SERVICES	66,548	66,146	38,423	66,586	58,836	( 7,750)
<u>MISCELLANEOUS</u>							
021-000-5641	ADMINISTRATIVE FEES	640,260	645,000	430,000	645,000	771,988	126,988
021-000-5643	BAD DEBT WRITE-OFF	108,191	80,000	42,730	115,000	110,000	( 5,000)
021-000-5645	LATE PAY FEES & PENALTI	284	0	175	175	0	( 175)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
021-PUBLIC WORKS  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL MISCELLANEOUS		<u>748,735</u>	<u>725,000</u>	<u>472,905</u>	<u>760,175</u>	<u>881,988</u>	<u>121,813</u>
TOTAL 000-NON-DEPARTMENTAL		<u>5,006,192</u>	<u>4,894,146</u>	<u>2,755,180</u>	<u>4,882,908</u>	<u>5,047,024</u>	<u>164,116</u>
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Debt Service

## Utility Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$51,176</b>	<b>\$460,327</b>	<b>\$417,668</b>

## Transfers to Other Funds

## Utility Fund

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Transfer to Bond Funds</b>	<b>(\$425,916)</b>	<b>\$124,000</b>	<b>\$124,000</b>



BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

405-WATER AND SEWER  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>TRANSFERS TO OTHER FUNDS</u>							
080-000-5807	TNSF TO 2007 I&S CERT O	17,084	52,000	34,737	52,000	52,000	0
080-000-5807-02	TNSF TO 2012 I&S CO'S (	443,000)	72,000	48,000	72,000	72,000	0
080-000-5809	TRANSFER TO GENERAL FUN	0	0	0	0	0	0
TOTAL TRANSFERS TO OTHER FUNDS		( 425,916)	124,000	82,737	124,000	124,000	0
TOTAL 000-NON-DEPARTMENTAL		( 425,916)	124,000	82,737	124,000	124,000	0
TOTAL 080-INTERGOVERNMENTAL EX		( 425,916)	124,000	82,737	124,000	124,000	0
*** TOTAL BUDGETED EXPENSES ***		13,918,992	18,164,136	8,644,780	14,588,999	16,419,432	1,830,433

\*\*\* END OF REPORT \*\*\*

**AIRPARK FUND - FUND 410**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Unrestricted Fund Balance	\$6,739,370	\$7,704,803	\$6,048,623
<u>Receipts</u>			
Rentals	1,454,710	1,400,600	1,240,900
Mineral Royalties	1,501,899	770,000	400,000
Grants	1,024,460	167,382	25,000
Other Financing Sources (Leases)	0	0	20,000
Miscellaneous Revenue	126,023	69,130	20,300
Total Current Receipts	4,107,092	2,407,112	1,706,200
<u>Expenses</u>			
Personnel Services	460,365	503,899	545,664
Supplies and Materials	47,132	63,000	52,800
Maintenance of Buildings	671,422	620,750	702,250
Maintenance of Equipment	62,785	44,103	44,200
Contractual Services	229,592	271,687	253,475
Miscellaneous Expenses	502,301	379,828	315,074
Debt Service	171,713	189,025	173,205
Capital Outlay	996,349	1,991,000	1,954,000
Total Expenses	3,141,659	4,063,292	4,040,668
Increase (Decrease) in Unrestricted Fund Balance	965,433	(1,656,180)	(2,334,468)
Ending Unrestricted Fund Equity	\$7,704,803	\$6,048,623	\$3,714,155

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 410-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---	REVISED	PROPOSED	VARIANCE
			BUDGET	BUDGET	BUDGET	
			ACTUAL			
<u>45-RECREATION</u>						
4507	MERCHANDISE SALES	176	100	20	20	100 ( 80)
	TOTAL 45-RECREATION	176	100	20	20	100 ( 80)
<u>46-INTEREST INCOME</u>						
4602	INTEREST INCOME	117,323	85,000	53,900	66,000	15,000 51,000
	TOTAL 46-INTEREST INCOME	117,323	85,000	53,900	66,000	15,000 51,000
<u>47-PROPERTY</u>						
4707	MINERAL LEASE - ROYALTIES	1,501,899	1,000,000	715,390	770,000	400,000 370,000
4707-01	MINERAL LEASE - BONUS	0	0	0	0	0 0
4708	SALE OF SURPLUS PROPERTY	0	0	740	750	0 750
4709	LEASE OF LAND	333,113	280,000	222,377	300,000	240,000 60,000
4731	BUILDING RENTAL	1,120,694	950,000	749,877	1,100,000	1,000,000 100,000
4732	EQUIPMENT RENTAL	903	900	602	600	900 ( 300)
4736	FUEL FLOWAGE FEES/COMMISSIONS	2,960	2,000	3,225	2,600	2,500 100
	TOTAL 47-PROPERTY	2,959,569	2,232,900	1,692,211	2,173,950	1,643,400 530,550
<u>49-MISCELLANEOUS</u>						
4900	CASH OVER/(SHORT)	0	0	0	0	0 0
4903	INSURANCE RECOVERY	0	0	105,367	105,367	0 105,367
4905	OTHER INCOME	4,490	2,000	( 200)	0	2,000 ( 2,000)
4905-10	OTHER INCOME - PRAIRIE DOG,ETC	1,050	1,300	485	485	700 ( 215)
4906	RETURNED CHECK FEES	25	0	25	25	0 25
4921	OTHER FINANCING SOURCES	0	0	0	0	20,000 ( 20,000)

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

410-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
4931	CONTRIBUTIONS	1,024,460	50,000	31,265	61,265	25,000	36,265
	TOTAL 49-MISCELLANEOUS	1,030,024	53,300	136,942	167,142	47,700	119,442
4905	OTHER INCOME	PERMANENT NOTES: Reimbursement to Airpark Fund for services provided by Airpark personnel to other funds.					
4921	OTHER FINANCING SOURCES	NEXT YEAR NOTES: 20K Lease Expenditure Financing JD Mower					
4931	CONTRIBUTIONS	CURRENT YEAR NOTES: \$31,265 Annual Ramp Grant \$30,000 CARES General Aviation					
4931	CONTRIBUTIONS	NEXT YEAR NOTES: \$25,000 Annual Ramp Grant					
***	TOTAL BUDGETED REVENUES ***	4,107,091	2,371,300	1,883,074	2,407,112	1,706,200	700,912
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 610 – Airpark

## Airpark Fund

The Airpark Department provides for the maintenance and rental of Airpark property including industrial sites, buildings, and airport infrastructure. The City is required to comply with Federal Aviation Administration (FAA) rules and regulations regarding management of the Airpark and to work closely with the Texas Department of Transportation (TXDOT) Aviation Division.

### *ACHIEVEMENTS*

- Joint Seal repair to Runway 17/35, joint TxDOT/ City project
- Completed new AWOS System installation
- Constructed new perimeter road on East side of airport
- Completed new Airport Reliever Route Access Roads
- Martha May – EDC
- Frazier Road – EDC/Airpark
- Kept Airport open and operating during the Covid-19 pandemic
- Upgraded Building 19 roads and fences
- Built cover for parking at airpark maintenance shop
- Complete wall and bathroom in former Western Container building to separate tenants
- Installed new security system for hangars and storage
- Installed new security lighting at bunker storage and hangars
- Seal coated multiple streets on Airpark

### *GOALS*

- Reduce annual operating loss to help ensure ongoing operations
- Create and implement a comprehensive lease management system using property management software with a complete database of all Airpark property including availability status, leasing amounts, property information (selling attributes), agreements/contracts, due dates, etc.
- Increase administrative productivity by having Airpark, utilizing property management software, assume responsibility for billing and collection activities as well as coordinate with EDC in achieving its goals by improving communication with other departments or organizations in marketing assets for lease.
- New lighting system on Taxiway E
- New Papi Approach Lighting System on Runway 6/24
- Add new businesses and diverse activity to overcome oil downturn and Corona Virus impact
- Remove several old structures and replace with enticing new facilities
- Get started on needed runway repairs and taxiway enhancements
- Building 75 upgrade
- Training Center upgrade
- New hangar construction
- Upgrade bunker storage facility with new roof, doors, and paint

**(Continued next page)**

**Dept 610 – Airpark****Airpark Fund**

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$460,365</b>	<b>\$503,899</b>	<b>\$545,664</b>
<b>51 – Supplies and Materials</b>	<b>47,132</b>	<b>63,000</b>	<b>52,800</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>671,422</b>	<b>620,750</b>	<b>702,250</b>
<b>54 – Maintenance of Equipment</b>	<b>61,379</b>	<b>42,750</b>	<b>42,750</b>
<b>55 – Contractual Services</b>	<b>229,592</b>	<b>271,687</b>	<b>253,475</b>
<b>56 – Miscellaneous</b>	<b>502,301</b>	<b>379,828</b>	<b>315,074</b>
<b>60 – Capital Outlay</b>	<b>996,349</b>	<b>1,991,000</b>	<b>1,954,000</b>
<b>Totals</b>	<b>\$2,968,539</b>	<b>\$3,872,914</b>	<b>\$3,866,013</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK

021-PUBLIC WORKS

610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
021-610-5010	SALARIES	298,884	362,955	210,221	336,486	334,757	( 1,729)
021-610-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
021-610-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
021-610-5021	TERMINATION PAY	0	35,000	0	0	35,000	35,000
021-610-5022	VACATION BUY BACK	3,200	3,300	3,280	3,280	3,300	20
021-610-5035	OVERTIME	3,317	1,000	1,031	1,500	1,500	0
021-610-5045	LONGEVITY	3,834	5,133	4,177	4,206	5,659	1,453
021-610-5050	RETIREMENT	54,677	72,271	36,013	63,407	67,362	3,955
021-610-5055	STANDBY PAY	0	0	0	0	0	0
021-610-5060	GROUP INSURANCE	55,770	92,641	33,940	54,047	54,901	854
021-610-5065	WORKERS' COMPENSATION	16,251	14,763	7,382	7,382	13,169	5,787
021-610-5070	RETIREMENT-DEFERRED COM	17,196	22,447	12,690	19,764	20,922	1,158
021-610-5075	LIFE & DISABILITY INSUR	2,647	3,162	1,432	2,365	2,580	215
021-610-5080	MEDICARE	4,525	5,907	3,339	8,631	5,506	( 3,125)
021-610-5085	UNEMPLOYMENT TAXES	64	72	947	2,831	1,008	( 1,823)
TOTAL PERSONNEL SERVICES		460,365	618,651	314,451	503,899	545,664	41,765

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK

021-PUBLIC WORKS

610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-610-5110	OFFICE SUPPLIES	2,612	2,000	434	2,000	2,000	0
021-610-5112	FOOD SUPPLIES	212	1,000	147	500	500	0
021-610-5112-01	VENDING MACHINE SUPPLI(	576)	0	( 182)	0	0	0
021-610-5114	WEARING APPAREL	2,301	2,250	1,189	3,000	2,300	( 700)
021-610-5116	GASOLINE, OIL, & GREASE	15,621	18,000	6,377	15,000	15,000	0
021-610-5117	MINOR APPARATUS	5,220	9,000	5,645	9,500	9,000	( 500)
021-610-5118	JANITORIAL SUPPLIES	1,255	2,000	1,084	2,200	2,200	0
021-610-5119	CHEMICALS	7,780	10,000	0	8,000	8,000	0
021-610-5122	PLANTS & GRASS	105	2,000	0	2,000	500	( 1,500)
021-610-5123	OTHER SUPPLIES	3,042	2,500	3,721	4,000	3,500	( 500)
021-610-5124	POSTAGE	569	500	143	400	500	100
021-610-5126	MERCHANDISE FOR RESALE	227	500	100	300	300	0
021-610-5128	UTILITIES	7,731	10,000	6,966	12,000	8,000	( 4,000)
021-610-5128-01	LANDFILL	<u>1,033</u>	<u>5,000</u>	<u>598</u>	<u>4,100</u>	<u>1,000</u>	<u>( 3,100)</u>
021-610-5112	PERMANENT NOTES: Food Budget to accommodate meetings with Economic Development Board, visiting dignitaries, project management representatives, planning meetings for hang-gliding, Annual fly-ins, pilot lounge support and other marketing and public relations activities.						
TOTAL SUPPLIES & MATERIALS		47,132	64,750	26,220	63,000	52,800	( 10,200)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK

021-PUBLIC WORKS

610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>MAINTENANCE OF BUILDINGS/</u>							
021-610-5311	MAINTENANCE OF BUILDING	551,406	500,000	103,830	400,000	500,000	100,000
021-610-5318	MAINT. PAVED & UNPAVED	0	0	0	0	0	0
021-610-5318-01	ROUTINE AIR MNT PGM(RAM	61,669	100,000	44,496	100,000	100,000	0
021-610-5320	STREET MARKERS & SIGNS	19	250	199	250	250	0
021-610-5322	MAINTENANCE OF FENCES &	85	1,500	3,230	20,000	1,500	( 18,500)
021-610-5326	MISCELLANEOUS IMPROVEME	7,890	0	0	0	0	0
021-610-5328	MAINT. RUNWAYS, TAXIWAY	49,999	90,500	0	100,000	100,000	0
021-610-5329	MAINT. AIRFIELD LIGHTIN	353	500	35	500	500	0
021-610-5328	CURRENT YEAR NOTES:						
	Joint Seal Project - TxDot 90%						
021-610-5328	NEXT YEAR NOTES:						
	Taxi Way E						
TOTAL MAINTENANCE OF BUILDINGS/		671,422	692,750	151,791	620,750	702,250	81,500

MAINTENANCE OF EQUIPMENT

021-610-5411	I.T. MAINT & AGREEMENTS	474	1,000	450	450	450	0
021-610-5412	VEHICLE MAINTENANCE	45,401	50,000	20,586	40,000	40,000	0
021-610-5413	MAINTENANCE OF FIRE APP	10,159	10,500	422	500	500	0
021-610-5417	MOWERS	2,281	2,500	397	1,500	1,500	0
021-610-5422	MAINT HEATING & COOLING	2,285	2,000	0	200	200	0
021-610-5425	MAINT. MACHINERY, TOOLS	779	500	0	100	100	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK  
021-PUBLIC WORKS  
610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL MAINTENANCE OF EQUIPMENT	61,379	66,500	21,855	42,750	42,750	0
<u>CONTRACTUAL SERVICES</u>							
021-610-5511	COMMUNICATIONS	24,111	15,233	17,559	20,000	13,000	( 7,000)
021-610-5515	HIRE OF EQUIPMENT	2,777	5,000	2,209	3,000	2,400	( 600)
021-610-5520	INSURANCE	90,832	92,000	142,286	153,500	145,000	( 8,500)
021-610-5521	SPECIAL SERVICES	37,690	35,000	9,812	14,000	15,000	1,000
021-610-5521-03	MASTER PLAN - AIRPARK	0	70,000	0	0	0	0
021-610-5521-05	SPECIAL SERVICES-ENGINE	2,113	65,000	5,812	15,000	10,000	( 5,000)
021-610-5525	ADVERTISING	1,490	2,000	1,468	1,700	1,500	( 200)
021-610-5525-10	ADVERTISE-PRAIR DOG, ET	2,464	2,000	1,657	1,657	2,000	343
021-610-5530	TRAVEL EXPENSE	3,664	4,500	1,325	1,500	3,000	1,500
021-610-5540	DUES & SUBSCRIPTIONS	3,006	3,250	2,330	3,000	3,000	0
021-610-5541	PERMITS, LICENSES, TESTI	350	900	275	300	300	0
021-610-5550	ELECTRICITY	44,416	48,000	25,078	42,000	42,000	0
021-610-5555	EDUCATION & TRAINING	120	275	0	30	275	245
021-610-5560	GAS FOR HEATING	<u>16,558</u>	<u>14,000</u>	<u>13,786</u>	<u>16,000</u>	<u>16,000</u>	<u>0</u>

021-610-5521 PERMANENT NOTES:  
Quarterly Telvent/DTN Meteorologic funding for the airport weather observation system \$2,900 and annual cost allocation study \$4,000.

021-610-5530 PERMANENT NOTES:  
Annual TxDOT Aviation and FAA Partnership Conference.

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK

021-PUBLIC WORKS

610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	

TOTAL CONTRACTUAL SERVICES		229,592	357,158	223,598	271,687	253,475	( 18,212)
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MISCELLANEOUS

021-610-5641	ADMINISTRATIVE FEES	443,066	377,828	251,885	377,828	313,074	( 64,754)
021-610-5643	BAD DEBT EXPENSE	58,729	2,000	0	2,000	2,000	0
021-610-5645	LATE PAY FEES & PENALTI	506	0	0	0	0	0

021-610-5641

## PERMANENT NOTES:

Computed by 3rd Pary Cost Allocation Company per Federal  
Overhead and Adminstrative rules.

TOTAL MISCELLANEOUS		502,301	379,828	251,885	379,828	315,074	( 64,754)
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LAND

021-610-6100	LAND	81,177	0	0	0	0	0
TOTAL LAND		81,177	0	0	0	0	0

BUILDING & STRUCTURES

021-610-6200	BUILDINGS	0	420,000	0	0	120,000	120,000
021-610-6201	BUILDINGS-SPECIAL PROJE	69,825	130,000	9,383	0	0	0
021-610-6218	PAVED STREETS, ALLEYS,	0	3,760,000	266,650	1,840,000	1,560,000	( 280,000)
021-610-6219	CRACK SEAL, SEAL COAT,	14,134	0	0	100,000	0	( 100,000)
021-610-6222	FENCES AND GATES	0	125,000	0	0	0	0
021-610-6229	RUNWAYS & AIRFIELD LIGH	52,826	0	0	51,000	204,000	153,000

021-610-6200

## NEXT YEAR NOTES:

\$120,000 New Additional Hanger for Hanger 25 Museum

## BUDGET PRESENTATION

AS OF: MAY 31ST, 2020

410-AIRPARK

021-PUBLIC WORKS

610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
021-610-6218	CURRENT YEAR NOTES: \$960,000 Frazier Rd. 80% before 9/30/2020 end of fiscal year. \$880,000 Perimeter Rd 40% before 9/30/2020 end of fiscal year.						
021-610-6218	NEXT YEAR NOTES: \$240,000 Frazier Rd. 20% after 10/01/2020 beginning new fiscal. \$1,320,000 Perimeter Rd 60% after 10/01/2020 beginning new fiscal.						
021-610-6229	CURRENT YEAR NOTES: \$36,000 20% of \$180,000 Replace Aproach lighting, Plasi w? Pappi-4 Rwy6/24 \$15,000 20% of \$75,000 Taxiway E Lighting						
021-610-6229	NEXT YEAR NOTES: \$144,000 80% of \$180,000 Replace Aproach lighting, Plasi w? Pappi-4 Rwy6/24 \$60,000 80% of \$75,000 Taxiway E Lighting						
TOTAL BUILDING & STRUCTURES		136,785	4,435,000	276,033	1,991,000	1,884,000	( 107,000)
<u>EQUIPMENT</u>							
021-610-6310	FURNITURE, FIXTURE	0	0	0	0	50,000	50,000
021-610-6311	MACHINERY & EQUIPMENT	195,115	0	0	0	0	0
021-610-6313	COMMUNICATION SYSTEMS	122,918	0	0	0	0	0
021-610-6314	MOWERS & EQUIPMENT	82,392	0	0	0	0	0
021-610-6310	NEXT YEAR NOTES: \$50,000 Property Management Software						
TOTAL EQUIPMENT		400,425	0	0	0	50,000	50,000

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK  
021-PUBLIC WORKS  
610-AIRPARK

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>VEHICLES</u>							
021-610-6401	MOTOR VEHICLES	149,456	0	0	0	0	0
021-610-6404	HEAVY EQUIPMENT	<u>228,506</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>20,000</u>
021-610-6404	NEXT YEAR NOTES: Lease Expenditure \$20K JD Mower						
TOTAL VEHICLES		377,962	0	0	0	20,000	20,000
<u>AIRPLANE</u>							
021-610-6500	DISPLAYS - AIRPLANES, E	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL AIRPLANE		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL 610-AIRPARK		<u>2,968,539</u>	<u>6,614,637</u>	<u>1,265,833</u>	<u>3,872,914</u>	<u>3,866,013</u>	<u>( 6,901)</u>
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

**Dept 000 – Non-Departmental**

**Airpark Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>54 – Maintenance of Equipment</b>	<b>\$1,406</b>	<b>\$1,353</b>	<b>\$1,450</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK  
021-PUBLIC WORKS  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MAINTENANCE OF EQUIPMENT</u>							
021-000-5412	SERVICE CENT PRORATED E	1,406	1,600	1,353	1,353	1,450	97
TOTAL MAINTENANCE OF EQUIPMENT		1,406	1,600	1,353	1,353	1,450	97
TOTAL 000-NON-DEPARTMENTAL		1,406	1,600	1,353	1,353	1,450	97
		=====	=====	=====	=====	=====	=====

# Debt Service

# Airpark Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase payments for equipment purchased with this funding.

	<u>Actual</u> <u>2018-19</u>	<u>Revised</u> <u>2019-20</u>	<u>Proposed</u> <u>2020-21</u>
<b>Total Debt Service</b>	<b>\$171,713</b>	<b>\$189,025</b>	<b>\$173,205</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

410-AIRPARK  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>DEBT SERVICE</u>							
070-000-5701-04	DEBT SVC-05-06 SIEMENS	632	6,490	6,490	6,490	6,490	0
070-000-5701-57	DEBT SVC-2015-16 EQUIPM	29,730	29,730	19,820	29,730	9,910	( 19,820)
070-000-5701-58	DEBT SVC-2016-17 EQUIPM	27,823	28,319	18,880	28,319	28,319	0
070-000-5701-59	DEBT SVC-2017-18 EQUIPM	79,240	79,269	52,846	79,269	79,269	0
070-000-5701-60	DEBT SVC-2018-19 EQUIPM	34,288	45,718	30,479	45,217	45,217	0
070-000-5701-62	DEBT SVC-2020-21 EQUIPM	0	0	0	0	4,000	4,000
070-000-5701-04	PERMANENT NOTES: Debt on Energy Conservation Project. The last payment will be on 3/31/2021.						
TOTAL DEBT SERVICE		171,713	189,526	128,514	189,025	173,205	( 15,820)
TOTAL 000-NON-DEPARTMENTAL		171,713	189,526	128,514	189,025	173,205	( 15,820)
DEPARTMENTAL NOTES							
TOTAL 070-DEBT SERVICE		171,713	189,526	128,514	189,025	173,205	( 15,820)
*** TOTAL BUDGETED EXPENSES ***		3,141,658	6,805,763	1,395,700	4,063,292	4,040,668	( 22,624)

\*\*\* END OF REPORT \*\*\*

**EMERGENCY MEDICAL SERVICES FUND - FUND 430**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Unrestricted Fund Balance	(\$188,396)	(\$219,510)	(\$220,146)
<u>Receipts</u>			
Emergency Fees	2,076,736	1,800,150	1,810,150
Revenue From Other Agencies	487,500	450,000	530,000
Grants	0	322,819	0
Other Financing Sources	0	0	51,000
Other	217,951	175,509	196,000
Total Receipts	2,782,187	2,748,478	2,587,150
<u>Transfers-In</u>			
General Fund	900,000	900,000	1,060,000
Other Funds	40,000	0	0
Total Current Receipts	3,722,187	3,648,478	3,647,150
<u>Expenses</u>			
Personnel Services	1,962,084	1,863,707	2,049,134
Supplies and Materials	100,426	177,700	130,450
Maintenance of Buildings	890	500	1,000
Maintenance of Equipment	34,526	29,143	32,222
Contractual Services	178,367	134,110	136,944
Miscellaneous	290,310	302,748	308,044
Bad Debt	947,373	725,000	725,000
Debt Service	137,601	110,808	92,479
Capital Outlay	101,725	305,398	51,000
Total Budgeted Expenses	3,753,302	3,649,114	3,526,273
Increase (Decrease) in Fund Equity	(31,114)	(636)	120,877
Ending Unrestricted Fund Balance	(\$219,510)	(\$220,146)	(\$99,269)

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 430-EMERGENCY MEDICAL SVCS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>42-GRANTS &amp; OTHER AGENCIES</u>							
4209	REIMB. FROM COUNTY-AMBULANCE S	487,500	450,000	300,000	450,000	530,000	( 80,000)
TOTAL 42-GRANTS & OTHER AGENCIES		487,500	450,000	300,000	450,000	530,000	( 80,000)
4209	REIMB. FROM COUNTY-AMBULANCE S	CURRENT YEAR NOTES: Contract with Howard County for ambulance service - 2020-21 subsidy of \$530,000					
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	( 6,741)	( 9,000)	( 2,306)	( 4,000)	( 4,000)	0
TOTAL 46-INTEREST INCOME		( 6,741)	( 9,000)	( 2,306)	( 4,000)	( 4,000)	0
<u>47-PROPERTY</u>							
4708	SALE OF SURPLUS PROPERTY	3,353	0	0	0	0	0
4709	AMBULANCE EMERGENCY SERVICE	3,180,298	3,050,000	1,976,577	2,850,000	2,910,000	( 60,000)
4710	ADJUSTMENTS OF REVENUE	( 1,103,862)	( 1,200,000)	( 740,947)	( 1,050,000)	( 1,100,000)	50,000
4711	AMBULANCE SUBSCRIPTIONS	300	150	150	150	150	0
TOTAL 47-PROPERTY		2,080,089	1,850,150	1,235,780	1,800,150	1,810,150	( 10,000)
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4810	TRANSFERS FROM GENERAL FUND	900,000	900,000	600,000	900,000	1,060,000	( 160,000)
4819	TRANSFER FROM OTHER FUNDS	40,000	0	0	0	0	0
TOTAL 48-TRANSFER FROM OTHER FUNDS		940,000	900,000	600,000	900,000	1,060,000	( 160,000)
4810	TRANSFERS FROM GENERAL FUND	PERMANENT NOTES: Annual subsidy from General Fund.					

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>49-MISCELLANEOUS</u>							
4903	INSURANCE RECOVERY	0	0	0	0	0	0
4905	OTHER REVENUE	221,339	200,000	179,509	179,509	200,000	( 20,491)
4921	OTHER FINANCING SOURCES	0	0	0	0	51,000	( 51,000)
4935	EMS GRANTS	<u>0</u>	<u>0</u>	<u>36,203</u>	<u>322,819</u>	<u>0</u>	322,819
TOTAL 49-MISCELLANEOUS		221,339	200,000	215,712	502,328	251,000	251,328
4905 OTHER REVENUE	CURRENT YEAR NOTES: \$179,509 Uncompensated Care Cost Settlement from Texas Health and Human Services						
4905 OTHER REVENUE	NEXT YEAR NOTES: \$200,000 Estimated Uncompensated Care Cost Settlement from Texas Health and Human Services						
4921 OTHER FINANCING SOURCES	NEXT YEAR NOTES: \$51K Lease Expenditure Financing JD Mower						
4935 EMS GRANTS	CURRENT YEAR NOTES: \$276,543 CARES Grant allocation from State for Specialty Built Infectious Disease Ambulance \$4,742 TX J Regional Advisory Council \$5,331 CARES Provider Relief Fund						
*** TOTAL BUDGETED REVENUES ***		3,722,187	3,391,150	2,349,186	3,648,478	3,647,150	1,328
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

# Dept 260 – Emergency Medical Services

# E.M.S. Fund

The EMS service, a division of the Fire Department, provides emergency medical and transport service for Big Spring and Howard County.

### ACHIEVEMENTS

- Improved training of on duty personnel
- Improved retention of employees
- Improved wellness program
- Reduced overtime
- Improve training on new standards and new equipment
- Sent employee to Paramedic school and have 5 new paramedics working

### GOALS

- Ensure COVID training and safety measure for all employees
- Continue to update training and skills for online learning
- Continue to reduce overtime
- Get new digital radio system
- Get employees trained at the paramedic level.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$1,962,084</b>	<b>\$1,863,707</b>	<b>\$2,049,134</b>
<b>51 – Supplies and Materials</b>	<b>100,426</b>	<b>177,700</b>	<b>130,450</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>890</b>	<b>500</b>	<b>1,000</b>
<b>54 – Maintenance of Equipment</b>	<b>34,082</b>	<b>28,200</b>	<b>31,272</b>
<b>55 – Contractual Services</b>	<b>178,367</b>	<b>134,110</b>	<b>136,944</b>
<b>56 – Miscellaneous</b>	<b>1,237,683</b>	<b>1,027,748</b>	<b>1,033,044</b>
<b>60 – Capital Outlay</b>	<b>101,725</b>	<b>305,398</b>	<b>51,000</b>
<b>Totals</b>	<b>\$3,615,258</b>	<b>\$3,537,363</b>	<b>\$3,432,844</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS

012-FIRE

260-E.M.S.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
012-260-5010	SALARIES	1,134,979	1,183,264	720,178	1,136,597	1,257,355	120,758
012-260-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
012-260-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
012-260-5021	TERMINATION PAY	0	5	0	0	45,000	45,000
012-260-5022	VACATION BUY BACK	19,826	20,000	21,323	21,323	20,000	( 1,323)
012-260-5035	OVERTIME	214,326	150,000	100,425	147,904	125,000	( 22,904)
012-260-5045	LONGEVITY	24,298	28,248	26,818	26,818	32,655	5,837
012-260-5050	RETIREMENT	210,926	210,227	144,340	221,658	222,002	344
012-260-5060	GROUP INSURANCE	208,942	198,860	106,408	167,300	166,860	( 440)
012-260-5065	WORKERS' COMPENSATION	40,459	46,611	23,306	23,306	65,192	41,886
012-260-5070	RETIREMENT-DEFERRED COM	77,480	77,223	53,021	81,425	81,549	124
012-260-5075	LIFE & DISABILITY INSUR	10,296	9,854	5,428	9,308	9,325	17
012-260-5080	MEDICARE	20,390	20,322	13,101	19,860	21,460	1,600
012-260-5085	UNEMPLOYMENT TAXES	<u>162</u>	<u>162</u>	<u>2,736</u>	<u>8,208</u>	<u>2,736</u>	( 5,472)
TOTAL PERSONNEL SERVICES		1,962,084	1,944,776	1,217,083	1,863,707	2,049,134	185,427

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS

012-FIRE

260-E.M.S.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
012-260-5110	OFFICE SUPPLIES	450	2,000	144	1,500	1,500	0
012-260-5112	FOOD SUPPLIES	504	500	0	250	500	250
012-260-5114	WEARING APPAREL	8,845	25,000	23,593	25,000	27,000	2,000
012-260-5116	GASOLINE, OIL AND GREAS	20,602	22,000	9,766	18,000	18,000	0
012-260-5117	MINOR APPARATUS	1,739	11,500	52	6,000	11,500	5,500
012-260-5118	JANITORIAL SUPPLIES	0	1,500	0	0	0	0
012-260-5120	MEDICAL AND SURGICAL	54,752	65,000	51,114	115,000	60,000	( 55,000)
012-260-5123	OTHER SUPPLIES	8,863	7,500	5,437	7,500	7,500	0
012-260-5124	POSTAGE	107	150	16	50	50	0
012-260-5128	UTILITIES	<u>4,563</u>	<u>4,400</u>	<u>2,959</u>	<u>4,400</u>	<u>4,400</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		100,426	139,550	93,080	177,700	130,450	( 47,250)
<u>MAINTENANCE OF BUILDINGS/</u>							
012-260-5311	MAINT. OF BUILDINGS	<u>890</u>	<u>1,500</u>	<u>0</u>	<u>500</u>	<u>1,000</u>	<u>500</u>
TOTAL MAINTENANCE OF BUILDINGS/		890	1,500	0	500	1,000	500
<u>MAINTENANCE OF EQUIPMENT</u>							
012-260-5411	I.T. MAINT & AGREEMENTS	1,921	5,000	720	2,200	4,772	2,572
012-260-5412	MAINTENANCE OF VEHICLES	31,381	30,000	15,682	25,000	25,000	0
012-260-5425	MACHINERY, TOOLS, AND P	<u>779</u>	<u>2,500</u>	<u>0</u>	<u>1,000</u>	<u>1,500</u>	<u>500</u>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS

012-FIRE

260-E.M.S.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL MAINTENANCE OF EQUIPMENT	34,082	37,500	16,402	28,200	31,272	3,072
<u>CONTRACTUAL SERVICES</u>							
012-260-5511	COMMUNICATIONS	43,848	22,344	13,408	22,344	22,344	0
012-260-5520	INSURANCE	13,999	6,400	9,987	9,987	10,000	13
012-260-5521-08	SPECIAL SERVICES-MEDICA	56,406	48,000	21,852	45,000	45,000	0
012-260-5530	TRAVEL EXPENSE	1,207	1,500	0	500	1,500	1,000
012-260-5535	RENTS	25,826	18,500	17,686	26,529	26,600	71
012-260-5540	DUES & SUBSCRIPTIONS	275	500	0	250	500	250
012-260-5541	PERMITS,LICENSES,TESTIN	10,201	4,500	1,226	2,000	3,500	1,500
012-260-5550	ELECTRICITY	10,201	10,000	5,696	10,000	10,000	0
012-260-5555	EDUCATION AND TRAINING	11,508	12,000	8,279	12,000	12,000	0
012-260-5560	GAS FOR HEATING	<u>4,897</u>	<u>5,500</u>	<u>3,828</u>	<u>5,500</u>	<u>5,500</u>	<u>0</u>
	TOTAL CONTRACTUAL SERVICES	178,367	129,244	81,962	134,110	136,944	2,834
<u>MISCELLANEOUS</u>							
012-260-5641	ADMINISTRATIVE FEES	128,596	137,748	91,832	137,748	143,044	5,296
012-260-5642	COLLECTION FEE EXPENSE	161,714	140,000	109,014	165,000	165,000	0
012-260-5643	BAD DEBT EXPENSE	947,373	600,000	557,943	725,000	725,000	0
012-260-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL MISCELLANEOUS	1,237,683	877,748	758,789	1,027,748	1,033,044	5,296

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS  
012-FIRE  
260-E.M.S.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>EQUIPMENT</u>							
012-260-6311	MACHINERY & EQUIPMENT	32,885	33,000	28,440	28,440	51,000	22,560
012-260-6311	CURRENT YEAR NOTES: 51000 for 3 CPR AID devices. Continue a program started in 2019. This will get CPR aid device on every ambulance						
012-260-6311	NEXT YEAR NOTES: \$51K Lease Expenditure 3 CPR AID devices						
TOTAL EQUIPMENT		32,885	33,000	28,440	28,440	51,000	22,560
<u>VEHICLES</u>							
012-260-6401	MOTOR VEHICLES	68,840	0	0	276,958	0	( 276,958)
012-260-6401	CURRENT YEAR NOTES: \$276,543 Specialty Built Infection Disease Ambulance funded by CARES Coronavirus Relief Fund through state.						
TOTAL VEHICLES		68,840	0	0	276,958	0	( 276,958)
TOTAL 260-E.M.S.		3,615,258	3,163,318	2,195,756	3,537,363	3,432,844	( 104,519)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

**Dept 000 – Non-Departmental**

**E.M.S. Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>54 - Maintenance of Equipment</b>	<b>\$444</b>	<b>\$943</b>	<b>\$950</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS  
012-FIRE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MAINTENANCE OF EQUIPMENT</u>							
012-000-5412	SERVICE CENT PRORATED E	444	600	943	943	950	7
TOTAL MAINTENANCE OF EQUIPMENT		444	600	943	943	950	7
TOTAL 000-NON-DEPARTMENTAL		444	600	943	943	950	7
		=====	=====	=====	=====	=====	=====

**Debt Service**

**E.M.S. Fund**

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$137,601</b>	<b>\$110,808</b>	<b>\$92,479</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

430-EMERGENCY MEDICAL SVCS  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
070-000-5701-16	DEBT SVC-2013-14 EQUIPM	11,541	0	0	0	0	0
070-000-5701-17	DEBT SVS 2014-15 EQUIPM	21,919	5,480	5,480	5,480	0	( 5,480)
070-000-5701-57	DEBT SVC-2015-16 EQUIPM	34,574	34,574	23,049	34,574	11,525	( 23,049)
070-000-5701-58	DEBT SVC-2016-17 EQUIPM	36,346	36,365	24,243	36,365	36,365	0
070-000-5701-59	DEBT SVC-2017-18 EQUIPM	27,561	27,561	18,374	27,561	27,561	0
070-000-5701-60	DEBT SVC-2018-19 EQUIPM	5,661	7,548	5,032	6,828	6,828	0
070-000-5701-62	DEBT SVC-2020-21 EQUIPM	0	0	0	0	10,200	10,200

070-000-5701-62 NEXT YEAR NOTES:  
20% of \$51K lease expenditure JD Mower

TOTAL DEBT SERVICE	137,601	111,528	76,178	110,808	92,479	( 18,329)
TOTAL 000-NON-DEPARTMENTAL	137,601	111,528	76,178	110,808	92,479	( 18,329)

DEPARTMENTAL NOTES

TOTAL 070-DEBT SERVICE	137,601	111,528	76,178	110,808	92,479	( 18,329)
*** TOTAL BUDGETED EXPENSES ***	3,753,302	3,275,446	2,272,876	3,649,114	3,526,273	( 122,841)

\*\*\* END OF REPORT \*\*\*

**LANDFILL FUND - FUND 440**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Unrestricted Fund Balance	\$2,822,811	\$1,576,149	(\$4,327,353)
<u>Receipts</u>			
Revenue from Sanitation Service	985,586	975,000	960,000
Commercial Tipping Fees	910,401	841,000	901,000
Other Financing Sources	0	120,000	0
Miscellaneous Revenue	127,354	42,630	12,630
Total Receipts	2,023,340	1,978,630	1,873,630
<u>Transfers In</u>			
Transfer in from Sanitation	0	1,200,000	400,000
Total Current Receipts	2,023,340	3,178,630	2,273,630
<u>Expenses</u>			
Personnel Services	704,567	640,614	611,433
Supplies and Materials	89,589	51,950	57,200
Maintenance of Buildings	600	500	1,000
Maintenance of Equipment	181,489	156,690	108,132
Contractual Services	163,630	172,514	150,200
Administrative & Miscellaneous	290,516	340,986	269,736
Debt Service	194,771	247,915	249,396
Capital Outlay	601,917	120,000	36,000
New Landfill	1,042,923	7,350,963	2,200,115
Total Expenses	3,270,002	9,082,132	3,683,212
Increase (Decrease) in Unrestricted Fund Equity	(1,246,662)	(5,903,502)	(1,409,582)
Ending Unrestricted Fund Balance	\$1,576,149	(\$4,327,353)	(\$5,736,935)

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 440-LANDFILL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>41-LICENSES &amp; PERMITS</u>							
4116	ANNUAL PERMITS	2,800	3,000	18,000	18,000	18,000	0
4117	ANNUAL GATE FEE	0	0	8,000	8,000	8,000	0
TOTAL 41-LICENSES & PERMITS		2,800	3,000	26,000	26,000	26,000	0
<u>42-GRANTS &amp; OTHER AGENCIES</u>							
4250	PERMIAN BASIN RPC - GRANT W.C.	24,539	0	0	0	0	0
TOTAL 42-GRANTS & OTHER AGENCIES		24,539	0	0	0	0	0
<u>43-GENERAL SALES/OTHER SERVICE</u>							
4303	LANDFILL REV FROM SANITATION	985,586	950,000	655,331	975,000	960,000	15,000
4304	TIPPING FEES	747,146	682,000	592,379	680,000	750,000	( 70,000)
4356	LANDFILL ENVIRONMENT FEES	135,916	135,000	79,060	135,000	125,000	10,000
4361	LATE FEE CHARGES	2,689	2,500	1,910	2,600	2,600	0
TOTAL 43-GENERAL SALES/OTHER SERVICE		1,871,336	1,769,500	1,328,680	1,792,600	1,837,600	( 45,000)
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	67,333	20,000	1,241	0	( 10,000)	10,000
4614	INTEREST INC-LANDFILL CLOSURE	57,053	45,000	37,062	40,000	20,000	20,000
TOTAL 46-INTEREST INCOME		124,386	65,000	38,302	40,000	10,000	30,000

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

440-LANDFILL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4821	TRANSFERS FROM SANITATION	0	0	1,200,000	1,200,000	400,000	800,000
TOTAL 48-TRANSFER FROM OTHER FUNDS		0	0	1,200,000	1,200,000	400,000	800,000
<u>49-MISCELLANEOUS</u>							
4900	CASH OVER/(SHORT)	0	0	399	0	0	0
4905	OTHER INCOME	279	130	22	30	30	0
4906	RETURNED CHECK FEES	0	0	0	0	0	0
4921	OTHER FINANCING SOURCES	0	120,000	0	120,000	0	120,000
TOTAL 49-MISCELLANEOUS		279	120,130	422	120,030	30	120,000
*** TOTAL BUDGETED REVENUES ***		2,023,340	1,957,630	2,593,404	3,178,630	2,273,630	905,000
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 350 – Landfill

## Landfill Fund

The City’s sanitary landfill disposes an average of 150 tons of waste per day and must comply with all reporting requirements of the Texas Commission on Environmental Quality (TCEQ).

### *ACHIEVEMENTS*

- Completed Phase I of the new landfill
- Began the construction of Phase II and III of the new landfill
- Brought back large item pick-up for all residents in the city

### *GOALS*

- Prepare for the opening of the new landfill
- Finish the audit on dumpster for the City
- Begin removing all small dumpsters and exchanging them with rollout containers

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$704,567</b>	<b>\$640,614</b>	<b>\$611,433</b>
<b>51 – Supplies and Materials</b>	<b>89,589</b>	<b>51,950</b>	<b>57,200</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>600</b>	<b>500</b>	<b>1,000</b>
<b>54 – Maintenance of Equipment</b>	<b>175,038</b>	<b>153,700</b>	<b>105,132</b>
<b>55 – Contractual Services</b>	<b>152,945</b>	<b>172,514</b>	<b>150,200</b>
<b>56 – Miscellaneous</b>	<b>301,201</b>	<b>340,986</b>	<b>269,736</b>
<b>60 – Capital Outlay</b>	<b>1,644,840</b>	<b>7,470,963</b>	<b>2,236,115</b>
<b>Totals</b>	<b>\$3,068,780</b>	<b>\$8,831,227</b>	<b>\$3,430,816</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

440-LANDFILL  
025-SANITATION  
350-LANDFILL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
025-350-5010	SALARIES	361,278	400,477	238,200	359,203	371,544	12,341
025-350-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
025-350-5014	EXCEPTIONAL CONDITIONS	0	0	1,082	5,000	0	( 5,000)
025-350-5015	AUTO ALLOWANCE	5,941	7,800	4,784	7,641	7,800	159
025-350-5021	TERMINATION PAY	28,362	0	1,791	1,791	0	( 1,791)
025-350-5022	VACATION BUY BACK	4,650	4,750	6,033	6,033	4,750	( 1,283)
025-350-5035	OVERTIME	58,216	20,000	28,286	49,420	20,000	( 29,420)
025-350-5045	LONGEVITY	5,757	5,589	3,230	3,446	4,306	860
025-350-5050	RETIREMENT	82,454	77,810	46,940	81,479	72,450	( 9,029)
025-350-5060	GROUP INSURANCE	95,600	91,025	49,296	76,971	76,691	( 280)
025-350-5065	WORKERS' COMPENSATION	26,257	21,850	10,925	10,925	21,231	10,306
025-350-5070	RETIREMENT-DEFERRED COM	25,683	24,168	16,411	25,402	22,503	( 2,899)
025-350-5075	LIFE & DISABILITY INSUR	3,519	3,719	1,801	3,051	3,084	33
025-350-5080	MEDICARE	6,759	6,360	4,319	6,691	5,922	( 769)
025-350-5085	UNEMPLOYMENT TAXES	92	81	1,187	3,561	1,152	( 2,409)
TOTAL PERSONNEL SERVICES		704,567	663,629	414,285	640,614	611,433	( 29,181)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

440-LANDFILL  
025-SANITATION  
350-LANDFILL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
025-350-5110	OFFICE SUPPLIES	2,011	1,500	744	1,000	2,000	1,000
025-350-5114	WEARING APPAREL	2,145	2,500	785	2,000	2,000	0
025-350-5116	GASOLINE, OIL & GREASE	51,873	45,000	10,746	25,000	30,000	5,000
025-350-5117	MINOR APPARATUS	7,153	3,000	1,680	3,000	3,000	0
025-350-5118	JANITORIAL SUPPLIES	526	750	1,061	1,500	750	( 750)
025-350-5119	CHEMICALS	23,056	12,000	8,420	16,000	16,000	0
025-350-5123	OTHER SUPPLIES	403	400	0	400	400	0
025-350-5124	POSTAGE	9	50	35	50	50	0
025-350-5128	UTILITIES	<u>2,413</u>	<u>4,000</u>	<u>1,751</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>
025-350-5119	PERMANENT NOTES: Bio-cover						
TOTAL SUPPLIES & MATERIALS		89,589	69,200	25,223	51,950	57,200	5,250
<u>MAINTENANCE OF BUILDINGS/</u>							
025-350-5311	MAINTENANCE OF BUILDING	<u>600</u>	<u>1,000</u>	<u>320</u>	<u>500</u>	<u>1,000</u>	<u>500</u>
TOTAL MAINTENANCE OF BUILDINGS/		600	1,000	320	500	1,000	500
<u>MAINTENANCE OF EQUIPMENT</u>							
025-350-5411	I.T. MAINT & AGREEMENTS	2,668	4,001	2,200	3,000	4,432	1,432
025-350-5412	VEHICLE MAINTENANCE	171,717	100,000	58,323	150,000	100,000	( 50,000)
025-350-5413	FIRE APPARATUS	94	200	36	100	100	0
025-350-5425	MAINT. MACHINERY, TOOLS	<u>560</u>	<u>600</u>	<u>325</u>	<u>600</u>	<u>600</u>	<u>0</u>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

440-LANDFILL  
025-SANITATION  
350-LANDFILL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
	TOTAL MAINTENANCE OF EQUIPMENT	175,038	104,801	60,884	153,700	105,132	( 48,568)
<u>CONTRACTUAL SERVICES</u>							
025-350-5511	COMMUNICATIONS	7,195	4,396	5,019	6,000	4,000	( 2,000)
025-350-5515	HIRE OF EQUIPMENT	72	0	11,942	20,000	0	( 20,000)
025-350-5520	INSURANCE	9,417	9,600	11,164	11,164	11,200	36
025-350-5521	SPECIAL SERVICE	81,329	75,000	65,854	75,000	75,000	0
025-350-5521-07	SPECIAL SERVICES-ACCOUN	11,592	11,800	1,625	11,800	10,000	( 1,800)
025-350-5530	TRAVEL EXPENSE	0	1,000	541	550	1,000	450
025-350-5540	DUES & SUSCRIPTIONS	577	1,000	1,827	2,000	2,000	0
025-350-5541	PERMITS, LICENSES, TEST	41,893	45,000	30,500	45,000	45,000	0
025-350-5550	ELECTRICITY	869	1,500	537	1,000	1,000	0
025-350-5555	EDUCATION AND TRAINING	0	1,000	0	0	1,000	1,000
	TOTAL CONTRACTUAL SERVICES	152,945	150,296	129,010	172,514	150,200	( 22,314)
<u>MISCELLANEOUS</u>							
025-350-5616	JUDGEMENTS AND DAMAGES	10,685	0	0	0	0	0
025-350-5641	ADMINISTRATIVE FEES	289,860	340,736	227,157	340,736	269,486	( 71,250)
025-350-5643	BAD DEBT WRITE-OFF	200	18,000	204	250	250	0
025-350-5645	LATE PAY FEES & PENALTI	456	0	0	0	0	0
025-350-5659	CURRENT YEAR CLOSURE CO	0	75,000	0	0	0	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

440-LANDFILL  
025-SANITATION  
350-LANDFILL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
	TOTAL MISCELLANEOUS	301,201	433,736	227,362	340,986	269,736	( 71,250)

BUILDING & STRUCTURES

025-350-6226-01	NEW LANDFILL	<u>1,042,923</u>	<u>7,687,923</u>	<u>3,774,930</u>	<u>7,350,963</u>	<u>2,200,115</u>	<u>( 5,150,848)</u>
025-350-6226-01	CURRENT YEAR NOTES: The year's new landfill construction cost						
025-350-6226-01	NEXT YEAR NOTES: The year's new landfill construction cost						
	TOTAL BUILDING & STRUCTURES	1,042,923	7,687,923	3,774,930	7,350,963	2,200,115	( 5,150,848)

EQUIPMENT

025-350-6310	FURNITURE, FIXTURE	0	0	0	0	36,000	36,000
025-350-6311	MACHINERY AND EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
025-350-6310	NEXT YEAR NOTES: \$30,000 Landfill Office FF&E \$6,000 Security Camera System Landfill						
	TOTAL EQUIPMENT	0	0	0	0	36,000	36,000

VEHICLES

025-350-6401	MOTOR VEHICLES	0	120,000	120,000	120,000	0	( 120,000)
025-350-6404	HEAVY EQUIPMENT	<u>601,917</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL VEHICLES	<u>601,917</u>	<u>120,000</u>	<u>120,000</u>	<u>120,000</u>	<u>0</u>	<u>( 120,000)</u>

	TOTAL 350-LANDFILL	<u>3,068,781</u>	<u>9,230,585</u>	<u>4,752,013</u>	<u>8,831,227</u>	<u>3,430,816</u>	<u>( 5,400,411)</u>
		=====	=====	=====	=====	=====	=====

**Dept 000 – Non-Departmental****Landfill Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies.

	<u>Actual</u> <u>2018-19</u>	<u>Revised</u> <u>2019-20</u>	<u>Proposed</u> <u>2020-21</u>
<b>54 – Maintenance of Equipment</b>	<b>\$6,451</b>	<b>\$2,990</b>	<b>\$3,000</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

440-LANDFILL  
025-SANITATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MAINTENANCE OF EQUIPMENT</u>							
025-000-5412	SERVICE CENT PRORATED E	6,451	6,000	2,990	2,990	3,000	10
TOTAL MAINTENANCE OF EQUIPMENT		6,451	6,000	2,990	2,990	3,000	10
TOTAL 000-NON-DEPARTMENTAL		6,451	6,000	2,990	2,990	3,000	10
		=====	=====	=====	=====	=====	=====

**Debt Service**

**Landfill Fund**

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$194,771</b>	<b>\$247,915</b>	<b>\$249,396</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

440-LANDFILL  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>DEBT SERVICE</u>							
070-000-5701-02	DEBT SERVICE - 2013-14	2,669	0	0	0	0	0
070-000-5701-57	DEBT SVC-2015-16 EQUIPM	7,274	7,274	4,849	7,274	2,425	( 4,849)
070-000-5701-58	DEBT SVC-2016-17 EQUIPM	56,000	56,261	37,507	56,261	56,261	0
070-000-5701-59	DEBT SVC-2017-18 EQUIPM	47,959	47,960	31,973	47,960	47,960	0
070-000-5701-60	DEBT SVC-2018-19 EQUIPM	80,869	163,895	71,884	117,431	117,431	0
070-000-5701-61	DEBT SVC-2019-20 EQUIPM	0	24,000	12,659	18,989	25,319	6,330
TOTAL DEBT SERVICE		194,771	299,390	158,873	247,915	249,396	1,481
TOTAL 000-NON-DEPARTMENTAL		194,771	299,390	158,873	247,915	249,396	1,481
TOTAL 070-DEBT SERVICE		194,771	299,390	158,873	247,915	249,396	1,481
*** TOTAL BUDGETED EXPENSES ***		3,270,002	9,535,975	4,913,876	9,082,132	3,683,212	( 5,398,920)

\*\*\* END OF REPORT \*\*\*

**SANITATION FUND - FUND 445**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Unrestricted Fund Balance	\$1,349,574	\$1,677,669	\$630,648
<u>Receipts</u>			
Refuse Collection Service	3,235,009	3,600,000	3,500,000
Late Charges	57,757	54,000	54,000
Compactor Rental	61,365	55,000	60,000
Other Financing Sources	0	0	603,000
Repayment of Loan to Hotel/Motel Fund	325,000	0	0
Miscellaneous Revenue	23,566	9,800	4,600
Total Current Receipts	3,702,697	3,718,800	4,221,600
<u>Expenses</u>			
Personnel Services	704,955	775,231	650,419
Supplies and Materials	1,302,741	1,298,680	1,313,680
Maintenance of Equipment	561,706	390,335	390,100
Contractual Services	67,829	71,050	68,750
Miscellaneous	390,934	373,831	369,740
Debt Service	303,100	196,694	295,072
Capital Outlay	43,336	460,000	603,000
Total Expenses	3,374,602	3,565,821	3,690,761
<u>Transfers Out</u>			
Transfer to Landfill Fund	0	1,200,000	400,000
Increase (Decrease) in Unrestricted Fund Equity	328,095	(1,047,021)	130,839
Ending Unrestricted Fund Balance	\$1,677,669	\$630,648	\$761,487

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

445-SANITATION

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>43-GENERAL SALES/OTHER SERVICE</u>							
4301	REFUSE COLLECTION SERVICE	3,235,009	3,150,000	2,165,051	3,600,000	3,500,000	100,000
4361	LATE CHARGES	<u>57,757</u>	<u>54,000</u>	<u>46,849</u>	<u>54,000</u>	<u>54,000</u>	0
TOTAL 43-GENERAL SALES/OTHER SERVICE		3,292,766	3,204,000	2,211,900	3,654,000	3,554,000	100,000
<u>46-INTEREST INCOME</u>							
4602	INTEREST REVENUE	<u>22,246</u>	<u>10,000</u>	<u>8,865</u>	<u>9,200</u>	<u>4,000</u>	5,200
TOTAL 46-INTEREST INCOME		22,246	10,000	8,865	9,200	4,000	5,200
<u>47-PROPERTY</u>							
4708	SALE OF SURPLUS PROPERTY	2,174	0	12,500	0	0	0
4729	COMPACTOR RENTAL	<u>61,365</u>	<u>60,000</u>	<u>42,345</u>	<u>55,000</u>	<u>60,000</u>	( 5,000)
TOTAL 47-PROPERTY		63,539	60,000	54,845	55,000	60,000	( 5,000)
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4824	TRANSFER FROM HOTEL/MOTEL	<u>325,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
TOTAL 48-TRANSFER FROM OTHER FUNDS		325,000	0	0	0	0	0
<u>49-MISCELLANEOUS</u>							
4900	CASH OVER/(SHORT)	0	0	0	0	0	0
4905	OTHER INCOME	( 853)	1,000	656	600	600	0
4921	OTHER FINANCING SOURCES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>603,000</u>	( 603,000)
TOTAL 49-MISCELLANEOUS		( 853)	1,000	656	600	603,600	( 603,000)
4921	OTHER FINANCING SOURCES	NEXT YEAR NOTES:					
		\$253K Lease Expenditure Financing Side Loader Trash Truck					
		\$350K Lease Expenditure Financing Multi Pack Trash Truck					

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

445-SANITATION

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
*** TOTAL BUDGETED REVENUES ***		3,702,697	3,275,000	2,276,266	3,718,800	4,221,600	( 502,800)
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 330 – Sanitation

## Sanitation Fund

The Sanitation Department provides mechanized refuse collection for all residential customers and commercial customers. The department also repairs and replaces all collection containers.

### *ACHIEVEMENTS*

- Replaced all the damaged dumpsters
- Completed the replacement on old dumpsters
- Completely changed out all alley containers with roll-out containers in the Lockhart Division, eliminating all alley containers for this subdivision

### *GOALS*

- Continue to work on making rollout only route

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$704,955</b>	<b>\$775,231</b>	<b>\$650,419</b>
<b>51 – Supplies and Materials</b>	<b>1,302,741</b>	<b>1,298,680</b>	<b>1,313,680</b>
<b>54 – Maintenance of Equipment</b>	<b>543,429</b>	<b>376,100</b>	<b>376,100</b>
<b>55 – Contractual Services</b>	<b>67,829</b>	<b>71,050</b>	<b>68,750</b>
<b>56 - Miscellaneous</b>	<b>390,934</b>	<b>373,831</b>	<b>369,740</b>
<b>60 – Capital Outlay</b>	<b>43,336</b>	<b>460,000</b>	<b>603,000</b>
<b>Totals</b>	<b>\$3,053,224</b>	<b>\$3,354,892</b>	<b>\$3,381,689</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
025-SANITATION  
330-SANITATION

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
025-330-5010	SALARIES	400,534	412,233	274,386	440,511	381,225	( 59,286)
025-330-5013	SALARY ADJ FOR GASB'S	0	0	0	0	0	0
025-330-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
025-330-5021	TERMINATION PAY	2,190	0	0	0	0	0
025-330-5022	VACATION BUY BACK	5,829	5,900	5,035	5,035	5,900	865
025-330-5035	OVERTIME	61,206	45,000	54,443	91,229	45,000	( 46,229)
025-330-5045	LONGEVITY	5,964	7,441	5,137	5,245	6,802	1,557
025-330-5050	RETIREMENT	83,087	83,480	55,887	99,286	77,866	( 21,420)
025-330-5060	GROUP INSURANCE	86,724	96,220	47,248	74,286	72,566	( 1,720)
025-330-5065	WORKERS' COMPENSATION	22,257	26,061	13,031	13,031	26,095	13,064
025-330-5070	RETIREMENT-DEFERRED COM	26,266	25,929	19,648	30,934	24,185	( 6,749)
025-330-5075	LIFE & DISABILITY INSUR	3,904	3,857	2,119	3,634	3,264	( 370)
025-330-5080	MEDICARE	6,912	6,823	5,170	8,145	6,364	( 1,781)
025-330-5085	UNEMPLOYMENT TEXAS	83	81	1,303	3,895	1,152	( 2,743)
TOTAL PERSONNEL SERVICES		704,955	713,025	483,408	775,231	650,419	( 124,812)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
025-SANITATION  
330-SANITATION

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
025-330-5114	WEARING APPAREL	1,421	2,500	1,106	2,000	2,000	0
025-330-5116	GASOLINE, OIL & GREASE	108,565	106,000	44,424	85,000	100,000	15,000
025-330-5117	MINOR APPARATUS	2,994	1,500	891	1,500	1,500	0
025-330-5118	JANITORIAL SUPPLIES	475	150	0	150	150	0
025-330-5123	OTHER SUPPLIES	203,640	200,000	120,654	200,000	200,000	0
025-330-5124	POSTAGE	61	30	0	30	30	0
025-330-5128-05	LANDFILL - LARGE ITEMS	0	0	0	50,000	50,000	0
025-330-5129	LANDFILL EXPENSE	<u>985,586</u>	<u>910,000</u>	<u>655,331</u>	<u>960,000</u>	<u>960,000</u>	<u>0</u>
025-330-5128-05	PERMANENT NOTES: Districts Large Item Pickups						
TOTAL SUPPLIES & MATERIALS		1,302,741	1,220,180	822,405	1,298,680	1,313,680	15,000
<u>MAINTENANCE OF EQUIPMENT</u>							
025-330-5411	I.T. MAINT & AGREEMENTS	0	2,101	0	0	0	0
025-330-5412	VEHICLE MAINTENANCE	541,239	350,000	237,458	375,000	375,000	0
025-330-5413	FIRE APPARATUS	0	100	0	100	100	0
025-330-5416	MAINT. SANITATION CONTA	2,190	10,000	615	1,000	1,000	0
025-330-5425	MAINT. MACHINERY, TOOLS	<u>0</u>	<u>250</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF EQUIPMENT		543,429	362,451	238,073	376,100	376,100	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
025-SANITATION  
330-SANITATION

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
025-330-5511	COMMUNICATIONS	13,524	5,708	6,397	8,400	5,000	( 3,400)
025-330-5520	INSURANCE	21,850	22,000	21,050	21,050	22,000	950
025-330-5521	SPECIAL SERVICE	18,274	23,000	15,134	23,000	23,000	0
025-330-5521-07	SPECIAL SERVICES-ACCOUN	8,250	11,800	9,875	11,800	11,800	0
025-330-5530	TRAVEL EXPENSE	147	150	0	0	150	150
025-330-5540	DUES AND SUBSCRIPTIONS	577	894	1,756	1,800	1,800	0
025-330-5550	ELECTRICITY	<u>5,207</u>	<u>3,200</u>	<u>4,018</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>
TOTAL CONTRACTUAL SERVICES		67,829	66,752	58,230	71,050	68,750	( 2,300)
<u>MISCELLANEOUS</u>							
025-330-5616	JUDGEMENTS & DAMAGES	28,915	15,000	13,738	15,000	15,000	0
025-330-5641	ADMINISTRATIVE FEES	332,540	332,831	221,887	332,831	328,740	( 4,091)
025-330-5643	BAD DEBT EXPENSE	29,480	40,000	17,613	26,000	26,000	0
025-330-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS		390,934	387,831	253,238	373,831	369,740	( 4,091)
<u>EQUIPMENT</u>							
025-330-6312	SAFETY & SANITATION	<u>43,336</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EQUIPMENT		43,336	0	0	0	0	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
025-SANITATION  
330-SANITATION

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>VEHICLES</u>							
025-330-6401	MOTOR VEHICLES	0	460,000	0	460,000	603,000	143,000
025-330-6401	CURRENT YEAR NOTES: \$460,000 two trash trucks						
025-330-6401	NEXT YEAR NOTES: \$253K Lease Expenditure Side Loader Trash Truck \$350K Lease Expenditure Multi Pack Trash Truck						
TOTAL VEHICLES		0	460,000	0	460,000	603,000	143,000
TOTAL 330-SANITATION		3,053,225	3,210,239	1,855,354	3,354,892	3,381,689	26,797
=====							
DEPARTMENTAL NOTES							
TOTAL 025-SANITATION		3,071,502	3,222,589	1,869,589	3,369,127	3,395,689	26,562
=====							

**Dept 000 – Non-Departmental**

**Sanitation Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>54 – Maintenance of Equipment</b>	<b>\$18,277</b>	<b>\$14,235</b>	<b>\$14,000</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
025-SANITATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MAINTENANCE OF EQUIPMENT</u>							
025-000-5412	SERVICE CENT PRORATED E	18,277	12,350	14,235	14,235	14,000	( 235)
TOTAL MAINTENANCE OF EQUIPMENT		18,277	12,350	14,235	14,235	14,000	( 235)
TOTAL 000-NON-DEPARTMENTAL		18,277	12,350	14,235	14,235	14,000	( 235)
		=====	=====	=====	=====	=====	=====

## Debt Service

## Sanitation Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2017-18</u>	<u>Revised 2018-19</u>	<u>Proposed 2019-20</u>
<b>Total Debt Service</b>	<b>\$303,100</b>	<b>\$196,694</b>	<b>\$295,072</b>

## Transfer to Other Funds

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Transfer to Landfill Fund</b>	<b>\$0</b>	<b>\$1,200,000</b>	<b>\$400,000</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>DEBT SERVICE</u>							
070-000-5701-05	DEBT SERVICE 2013-14 EQ	44,110	0	0	0	0	0
070-000-5701-06	DEBT SERVICE 2014-15 EQ	88,886	22,222	22,221	22,222	0	( 22,222)
070-000-5701-58	DEBT SVC-2016-17 EQUIPM	91,170	91,536	61,024	91,536	91,536	0
070-000-5701-59	DEBT SVC-2017-18 EQUIPM	78,935	82,936	55,290	82,936	82,936	0
070-000-5701-62	DEBT SVC-2020-21 EQUIPM	0	0	0	0	120,600	120,600
TOTAL DEBT SERVICE		303,100	196,694	138,536	196,694	295,072	98,378
TOTAL 000-NON-DEPARTMENTAL		303,100	196,694	138,536	196,694	295,072	98,378
		=====	=====	=====	=====	=====	=====
TOTAL 070-DEBT SERVICE		303,100	196,694	138,536	196,694	295,072	98,378
		=====	=====	=====	=====	=====	=====

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

445-SANITATION  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>TRANSFERS TO OTHER FUNDS</u>							
080-000-5821	TRANSFERS TO LANDFILL	0	0	1,200,000	1,200,000	400,000	( 800,000)
TOTAL TRANSFERS TO OTHER FUNDS		0	0	1,200,000	1,200,000	400,000	( 800,000)
TOTAL 000-NON-DEPARTMENTAL		0	0	1,200,000	1,200,000	400,000	( 800,000)
TOTAL 080-INTERGOVERNMENTAL EX		0	0	1,200,000	1,200,000	400,000	( 800,000)
*** TOTAL BUDGETED EXPENSES ***		3,374,602	3,419,283	3,208,125	4,765,821	4,090,761	( 675,060)

\*\*\* END OF REPORT \*\*\*



**SERVICE CENTER FUND - FUND 505**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Equity	(\$24,232)	(\$3,699)	\$4,111
<u>Receipts</u>			
Repair Charges to City Departments	20,603	20,936	21,000
Overhead Charges to Other Funds	35,397	26,464	28,000
Miscellaneous	36	0	0
Total Current Receipts	56,036	47,400	49,000
Total Funds Available	31,804	43,701	53,111
<u>Expenses</u>			
Supplies and Materials	6,372	6,450	4,700
Maintenance of Buildings	4,821	2,000	3,000
Maintenance of Equipment	8,754	11,773	11,700
Contractual Services	12,928	15,220	13,500
Debt Service	2,628	4,147	4,147
Capital Outlay	0	0	0
Miscellaneous	0	0	0
Total Budgeted Expenses	35,503	39,590	37,047
Increase (Decrease) in Fund Equity	20,533	7,810	11,953
Ending Fund Equity	(\$3,699)	\$4,111	\$16,064

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

505-SERVICE CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	36	0	0	0	0	0
TOTAL 46-INTEREST INCOME		36	0	0	0	0	0
<u>49-MISCELLANEOUS</u>							
4905	OTHER INCOME	0	12,000	0	0	0	0
4921	OTHER FINANCING SOURCES	0	0	0	0	0	0
4950	OVERHEAD CHARGED TO DEPTS	56,000	47,400	47,400	47,400	49,000	( 1,600)
TOTAL 49-MISCELLANEOUS		56,000	59,400	47,400	47,400	49,000	( 1,600)
*** TOTAL BUDGETED REVENUES ***		56,036	59,400	47,400	47,400	49,000	( 1,600)
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 810 – Service Center

## Service Center Fund

The City of Big Spring fleet management is under an outsourced contract.

### *ACHIEVEMENTS*

- Improved compliance with departmental PM scheduling as reported weekly
- Repurposed older City equipment to fill current needs without major additional cost to the City to purchase or replace equipment
- Provided specifications and/or updated specifications for new City equipment procurement
- Provided 24/7 on-call service during bad weather emergencies

### *GOALS*

- Continue to reduce non-target costs to the City by making upgraded repairs where possible and complete repairs to units and by assisting in the training of new and tenured operators on City equipment
- Reduce unit down time by making complete repairs to units that require the them moving the focus from repair to service and maintenance
- Provide rapid and thorough response to the varying and changing needs of each individual department through continued regular communication with the department supervisors
- Assist in the training of new and tenured operators on City equipment
- Reduce long-term cost to the City by consulting on the most recent technological improvements and assist the City in the correct equipment usage
- Improve departmental compliance with the City of Big Spring safety manual related to daily vehicle and equipment inspections
- To improve compliance with departmental PM scheduling as reported weekly

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$6,372</b>	<b>\$6,450</b>	<b>\$4,700</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>4,821</b>	<b>2,000</b>	<b>3,000</b>
<b>54 – Maintenance of Equipment</b>	<b>8,754</b>	<b>11,773</b>	<b>11,700</b>
<b>55 – Contractual Services</b>	<b>12,928</b>	<b>15,220</b>	<b>13,500</b>
<b>Totals</b>	<b>\$32,875</b>	<b>\$35,443</b>	<b>\$32,900</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

505-SERVICE CENTER  
021-PUBLIC WORKS  
810-SERVICE CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
021-810-5116	GASOLINE, OIL, & GREASE	3,143	3,500	741	1,750	2,500	750
021-810-5117	MINOR APPARATUS	1,272	100	2,600	2,600	100	( 2,500)
021-810-5123	OTHER SUPPLIES	174	300	168	300	300	0
021-810-5128	UTILITIES	<u>1,784</u>	<u>1,800</u>	<u>1,103</u>	<u>1,800</u>	<u>1,800</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		6,372	5,700	4,611	6,450	4,700	( 1,750)
<u>MAINTENANCE OF BUILDINGS/</u>							
021-810-5311	MAINTENANCE OF BUILDING	<u>4,821</u>	<u>3,200</u>	<u>1,096</u>	<u>2,000</u>	<u>3,000</u>	<u>1,000</u>
TOTAL MAINTENANCE OF BUILDINGS/		4,821	3,200	1,096	2,000	3,000	1,000
<u>MAINTENANCE OF EQUIPMENT</u>							
021-810-5411	I.T. MAINT & AGREEMENTS	3,473	0	0	3,573	3,600	27
021-810-5412	VEHICLE MAINTENANCE	5,185	8,000	4,985	8,000	8,000	0
021-810-5413	MAINT. OF FIRE APPARATU	<u>96</u>	<u>100</u>	<u>0</u>	<u>200</u>	<u>100</u>	<u>( 100)</u>
021-810-5411	PERMANENT NOTES: Annual maintenance for diagnostic vehicle programs						
TOTAL MAINTENANCE OF EQUIPMENT		8,754	8,100	4,985	11,773	11,700	( 73)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

505-SERVICE CENTER  
021-PUBLIC WORKS  
810-SERVICE CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
021-810-5511	COMMUNICATIONS	1,518	1,200	2,548	3,000	1,200	( 1,800)
021-810-5520	INSURANCE	4,122	4,200	3,620	3,620	3,700	80
021-810-5550	ELECTRICITY	3,492	3,600	1,979	3,600	3,600	0
021-810-5560	GAS FOR HEATING	<u>3,796</u>	<u>5,000</u>	<u>2,387</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>
TOTAL CONTRACTUAL SERVICES		<u>12,928</u>	<u>14,000</u>	<u>10,534</u>	<u>15,220</u>	<u>13,500</u>	<u>( 1,720)</u>
TOTAL 810-SERVICE CENTER		32,875	31,000	21,226	35,443	32,900	( 2,543)
		=====	=====	=====	=====	=====	=====
DEPARTMENTAL NOTES							
TOTAL 021-PUBLIC WORKS		32,875	31,000	21,226	35,443	32,900	( 2,543)
		=====	=====	=====	=====	=====	=====

# Debt Service

# Service Center Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$2,628</b>	<b>\$4,147</b>	<b>\$4,147</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

505-SERVICE CENTER  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>DEBT SERVICE</u>							
070-000-5701-02	DEBT SVC-05-06 SIEMENS	200	1,723	1,723	1,723	1,723	0
070-000-5701-58	DEBT SVC-2016-17 EQUIPM	1,407	1,402	935	1,402	1,402	0
070-000-5701-59	DEBT SVC-2017-18 EQUIPM	1,021	1,022	681	1,022	1,022	0
070-000-5701-02	PERMANENT NOTES: Debt on Energy Conservation Project. The last payment will be on 3/31/2021.						
TOTAL DEBT SERVICE		2,628	4,147	3,339	4,147	4,147	0
TOTAL 000-NON-DEPARTMENTAL		2,628	4,147	3,339	4,147	4,147	0
DEPARTMENTAL NOTES							
TOTAL 070-DEBT SERVICE		2,628	4,147	3,339	4,147	4,147	0
*** TOTAL BUDGETED EXPENSES ***		35,503	35,147	24,565	39,590	37,047	( 2,543)

\*\*\* END OF REPORT \*\*\*

**HEALTH INSURANCE FUND - FUND 510**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2017-18	ESTIMATED 2018-19	PROPOSED 2019-20
Beginning Fund Equity	\$111,555	\$329,378	\$530,601
<u>Receipts</u>			
Premiums - from City	2,559,819	2,000,000	2,000,000
Premiums - from Employees	394,637	425,000	425,000
Premiums - from Retires & COBRA	181,475	135,000	135,000
Premiums - for Dental	83,667	83,000	83,000
Premiums - for Vision	30,790	33,470	33,470
Stoploss Reimbursement	569,988	125,000	0
Interest Income	2,250	2,400	1,800
Total Receipts	3,822,626	2,803,870	2,678,270
Transfers from Other Funds	400,000	200,000	200,000
Total Current Receipts	4,222,626	3,003,870	2,878,270
<u>Expenses</u>			
Medical & Dental Payments	2,901,966	1,696,000	2,093,000
RX Payments	538,666	500,000	550,000
Stop Loss Premium	391,782	425,000	500,000
Administrative Fees	155,087	167,647	171,647
Wellness Program	17,302	14,000	14,000
Total Budgeted Expenses	4,004,803	2,802,647	3,328,647
Increase (Decrease) in Fund Equity	217,823	201,223	(450,377)
Ending Fund Equity	\$329,378	\$530,601	\$80,224

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

510-HEALTH INSURANCE FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	2,250	1,200	2,193	2,400	1,800	600
TOTAL 46-INTEREST INCOME		2,250	1,200	2,193	2,400	1,800	600
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4819	TRANSFER FROM OTHER FUNDS	400,000	200,000	200,000	200,000	200,000	0
TOTAL 48-TRANSFER FROM OTHER FUNDS		400,000	200,000	200,000	200,000	200,000	0
<u>49-MISCELLANEOUS</u>							
4905	OTHER INCOME (STOPLOSS REIMB)	569,988	0	132,958	125,000	0	125,000
4931	CONTRIBUTIONS-CITY	2,559,819	2,412,233	1,368,948	2,000,000	2,000,000	0
4932	CONTRIBUTIONS-EMPLOYEES	394,637	421,776	301,878	425,000	425,000	0
4933	CONTRIBUTIONS-COBRA/RETIREEES	181,475	194,818	90,999	135,000	135,000	0
4942	CONTRIB - DENTAL EMPL	76,468	76,000	52,132	76,000	76,000	0
4943	CONTRIB - DENTAL RETIREE	7,198	7,000	4,672	7,000	7,000	0
4944	CONTRIBUTIONS - VISION EMPL	30,658	32,500	23,624	33,000	33,000	0
4945	CONTRIBUTIONS - VISION RETIREE	131	100	361	470	470	0
TOTAL 49-MISCELLANEOUS		3,820,376	3,144,427	1,975,571	2,801,470	2,676,470	125,000
4931	CONTRIBUTIONS-CITY	CURRENT YEAR NOTES: 8% increase in revenues from premiums increase.					
*** TOTAL BUDGETED REVENUES ***		4,222,626	3,345,627	2,177,764	3,003,870	2,878,270	125,600
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

510-HEALTH INSURANCE FUND  
003-PERSONNEL  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>CONTRACTUAL SERVICES</u>							
003-000-5521	SPEC SVCS - MEDICAL PAY	2,808,210	2,650,000	873,669	1,620,000	2,000,000	380,000
003-000-5521-02	WELLNESS PROGRAM	<u>17,302</u>	<u>16,000</u>	<u>8,986</u>	<u>14,000</u>	<u>14,000</u>	<u>0</u>
TOTAL CONTRACTUAL SERVICES		2,825,513	2,666,000	882,655	1,634,000	2,014,000	380,000
<u>MISCELLANEOUS</u>							
003-000-5612	STOP LOSS PREMIUMS	391,782	500,000	268,366	425,000	500,000	75,000
003-000-5623	UMR CRS NETWORK FEE	0	3,500	0	0	0	0
003-000-5625	SPEC SVCS - RX CLAIMS	538,666	550,000	379,889	500,000	550,000	50,000
003-000-5641	ADMIN FEES - TML	107,796	108,000	70,967	108,000	110,000	2,000
003-000-5641-01	ADMIN FEES-GENERAL FUND	<u>47,291</u>	<u>59,647</u>	<u>39,765</u>	<u>59,647</u>	<u>61,647</u>	<u>2,000</u>
003-000-5641-01	PERMANENT NOTES: Administrative fees to General Fund as established by an independent cost allocation study.						
TOTAL MISCELLANEOUS		<u>1,085,535</u>	<u>1,221,147</u>	<u>758,987</u>	<u>1,092,647</u>	<u>1,221,647</u>	<u>129,000</u>
TOTAL 000-NON-DEPARTMENTAL		3,911,047	3,887,147	1,641,642	2,726,647	3,235,647	509,000
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

510-HEALTH INSURANCE FUND  
003-PERSONNEL  
840-DENTAL INSURANCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>CONTRACTUAL SERVICES</u>							
003-840-5521	SPEC SVCS - DENTAL PAYM	93,755	95,000	46,361	76,000	93,000	17,000
TOTAL CONTRACTUAL SERVICES		93,755	95,000	46,361	76,000	93,000	17,000
TOTAL 840-DENTAL INSURANCE		93,755	95,000	46,361	76,000	93,000	17,000
TOTAL 003-PERSONNEL		4,004,803	3,982,147	1,688,003	2,802,647	3,328,647	526,000
*** TOTAL BUDGETED EXPENSES ***		4,004,803	3,982,147	1,688,003	2,802,647	3,328,647	526,000

\*\*\* END OF REPORT \*\*\*

**WORKERS' COMPENSATION INSURANCE FUND - FUND 515**  
**SUMMARY OF RECEIPTS AND EXPENSES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Equity	\$446,557	\$290,241	\$417,833
<u>Receipts</u>			
Contributions	491,111	540,772	540,772
Miscellaneous	3,688	3,500	3,500
Total Receipts	494,799	544,272	544,272
<u>Expenses</u>			
Workers' Compensation Claims	150,657	175,000	175,000
Miscellaneous	33,903	41,680	44,680
	184,560	216,680	219,680
Transfers to Other Funds (Health Ins)	400,000	200,000	200,000
Total Expenses	584,560	416,680	419,680
Increase (Decrease) in Fund Equity	(89,761)	127,592	124,592
Ending Fund Equity	\$356,796	\$417,833	\$542,425

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

515-WORKERS' COMPENSATION INS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	<u>3,688</u>	<u>3,500</u>	<u>2,454</u>	<u>3,500</u>	<u>3,500</u>	0
TOTAL 46-INTEREST INCOME		3,688	3,500	2,454	3,500	3,500	0
<u>49-MISCELLANEOUS</u>							
4905	OTHER INCOME	0	0	0	0	0	0
4931	CONTRIBUTIONS - CITY	<u>491,111</u>	<u>491,111</u>	<u>270,386</u>	<u>540,772</u>	<u>540,772</u>	0
TOTAL 49-MISCELLANEOUS		491,111	491,111	270,386	540,772	540,772	0
*** TOTAL BUDGETED REVENUES ***		<u>494,799</u>	<u>494,611</u>	<u>272,840</u>	<u>544,272</u>	<u>544,272</u>	0
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

515-WORKERS' COMPENSATION INS  
003-PERSONNEL  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>CONTRACTUAL SERVICES</u>							
003-000-5521	WORKERS' COMP. CLAIMS	150,657	200,000	107,907	175,000	175,000	0
TOTAL CONTRACTUAL SERVICES		150,657	200,000	107,907	175,000	175,000	0
<u>MISCELLANEOUS</u>							
003-000-5641	ADMINISTRATIVE FEES	29,568	32,000	28,667	32,000	32,000	0
003-000-5641-01	ADMIN FEES-GENERAL FUND	4,335	9,680	6,453	9,680	12,680	3,000
003-000-5641-01	PERMANENT NOTES: Administrative fees paid to General Fund for services as established in the annual cost allocation study.						
TOTAL MISCELLANEOUS		33,903	41,680	35,120	41,680	44,680	3,000
TOTAL 000-NON-DEPARTMENTAL		184,560	241,680	143,027	216,680	219,680	3,000
DEPARTMENTAL NOTES							
TOTAL 003-PERSONNEL		184,560	241,680	143,027	216,680	219,680	3,000

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

515-WORKERS' COMPENSATION INS  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>TRANSFERS TO OTHER FUNDS</u>							
080-000-5808	TRANSFER TO OTHER FUNDS	400,000	200,000	200,000	200,000	200,000	0
TOTAL TRANSFERS TO OTHER FUNDS		400,000	200,000	200,000	200,000	200,000	0
TOTAL 000-NON-DEPARTMENTAL		400,000	200,000	200,000	200,000	200,000	0
TOTAL 080-INTERGOVERNMENTAL EX		400,000	200,000	200,000	200,000	200,000	0
*** TOTAL BUDGETED EXPENSES ***		584,560	441,680	343,027	416,680	419,680	3,000

\*\*\* END OF REPORT \*\*\*



**HOTEL / MOTEL TAX FUND - FUND 110**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$681,996	\$901,726	\$807,385
Revenues			
Motel Tax Revenue	2,263,860	1,299,122	1,080,200
Rental Revenue	60,148	38,090	40,000
Contributions	1,250	82,124	1,000
Miscellaneous	21,812	26,601	5,510
Total Revenues	2,347,069	1,445,937	1,126,710
Personnel Services	317,150	352,738	319,399
Supplies and Materials	61,772	50,364	71,600
Maintenance of Land	14,736	18,500	11,500
Maintenance of Buildings and Structures	130,301	37,200	168,200
Maintenance of Equipment	38,020	19,750	14,990
Contractual Services	525,653	522,848	477,787
Miscellaneous	380,542	193,990	128,830
Debt Service	5,888	5,888	5,888
Repay Loan from Sanitation	325,000	0	0
Capital Outlay	328,277	339,000	0
Total Expenditures	2,127,339	1,540,278	1,198,194
Increase (Decrease) in Fund Balance	219,730	(94,341)	(71,484)
Ending Fund Balance	\$901,726	\$807,385	\$735,901

**HOTEL / MOTEL TAX FUND - FUND 110**  
**EXPENDITURES BY DEPARTMENT**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**

<u>Department</u>	<u>ACTUAL</u> 2018-19	<u>ESTIMATED</u> 2019-20	<u>PROPOSED</u> 2020-21
510-Dora Roberts Community Center	\$46,607	\$58,236	\$201,726
520-Potton House	11,592	13,520	17,550
530-Municipal Auditorium	33,317	100,829	37,430
540-Special Projects	16,153	45,158	21,910
560-Convention & Visitors Bureau	1,280,836	1,008,329	762,482
570-Historic Spring Maintenance	35,269	122,200	30,240
000-Non-Departmental	372,676	186,118	120,968
Debt Service	5,888	5,888	5,888
Transfer to Other Funds	325,000	0	0
TOTAL	\$2,127,340	\$1,540,278	\$1,198,194

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 110-HOTEL/ MOTEL TAX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>40-FEES</u>							
4031	HOTEL/MOTEL OCCUPANCY TAXES	2,263,695	2,040,000	951,610	1,298,622	1,080,000	218,622
4032	PENALTY MOTEL OCCUPANCY	165	300	491	500	200	300
TOTAL 40-FEES		2,263,860	2,040,300	952,101	1,299,122	1,080,200	218,922
<u>45-RECREATION</u>							
4507	MERCHANDISE SALES	13,191	6,000	2,658	4,000	4,000	0
TOTAL 45-RECREATION		13,191	6,000	2,658	4,000	4,000	0
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	8,316	5,500	4,858	4,800	1,500	3,300
TOTAL 46-INTEREST INCOME		8,316	5,500	4,858	4,800	1,500	3,300
<u>47-PROPERTY</u>							
4701	DRCC RENTALS	55,943	52,000	22,120	33,000	35,000	( 2,000)
4701-02	RENTAL OF DIRECTIONAL SIGNS	205	30	0	0	0	0
4701-03	RENTALS - HEART OF CITY PLAZA	550	300	250	250	400	( 150)
4701-04	RENTALS - AUDITORIUM	2,875	2,600	3,640	3,640	4,000	( 360)
4701-05	HISTORIC SPRING PLAZA - RENT	575	1,200	0	1,200	600	600
TOTAL 47-PROPERTY		60,148	56,130	26,010	38,090	40,000	( 1,910)

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>49-MISCELLANEOUS</u>							
4900	CASH OVER/(SHORT)	0	0	0	0	0	0
4903	INSURANCE RECOVERY	0	0	17,791	17,791	0	17,791
4905	OTHER INCOME	304	10	2	10	10	0
4906	RETURNED CHECK FEES	0	0	0	0	0	0
4925	CONTRIBUTIONS	<u>1,250</u>	<u>1,500</u>	<u>82,124</u>	<u>82,124</u>	<u>1,000</u>	81,124
TOTAL 49-MISCELLANEOUS		1,554	1,510	99,918	99,925	1,010	98,915
*** TOTAL BUDGETED REVENUES ***		2,347,069	2,109,440	1,085,544	1,445,937	1,126,710	319,227
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

**Dept 510 – Dora Roberts Community Center**

**Hotel Tax Fund**

This department operated the Dora Roberts Community Center. Operations include rental, marketing, and maintenance of the facility.

***ACHIEVEMENTS***

- Continued to improve the facility through repairs and upgrades

***GOALS***

- Continue to improve the aesthetic and usability of the facility for the citizens of the community

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$6,238</b>	<b>\$7,164</b>	<b>\$15,400</b>
<b>52 – Maintenance of Land</b>	<b>2,083</b>	<b>1,500</b>	<b>1,500</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>4,880</b>	<b>18,100</b>	<b>150,100</b>
<b>54 – Maintenance of Equipment</b>	<b>4,793</b>	<b>2,750</b>	<b>5,250</b>
<b>55 – Contractual Services</b>	<b>28,613</b>	<b>28,722</b>	<b>29,476</b>
<b>Totals</b>	<b>\$46,607</b>	<b>\$58,236</b>	<b>\$201,726</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
510-DORA ROBERTS COMMUN.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
040-510-5117	MINOR APPARATUS	1,055	10,000	420	2,000	10,000	8,000
040-510-5118	JANITORIAL SUPPLIES	1,560	2,000	948	1,500	1,500	0
040-510-5123	OTHER SUPPLIES	864	900	864	864	900	36
040-510-5128	UTILITIES	<u>2,759</u>	<u>4,000</u>	<u>1,421</u>	<u>2,800</u>	<u>3,000</u>	<u>200</u>
040-510-5117	NEXT YEAR NOTES:	2020-21FYBPB Continue to replace furniture in multiple areas as well as blinds.					
040-510-5123	PERMANENT NOTES:	R.O. system in kitchenette Sr. Center will pay for RO system in Kitchen					
040-510-5128	PERMANENT NOTES:	Water Account #21-0010-02 Split costs with Senior Center					
TOTAL SUPPLIES & MATERIALS		6,238	16,900	3,653	7,164	15,400	8,236

MAINTENANCE OF LAND

040-510-5210	LAND MAINTENANCE	<u>2,083</u>	<u>2,400</u>	<u>822</u>	<u>1,500</u>	<u>1,500</u>	<u>0</u>
TOTAL MAINTENANCE OF LAND		2,083	2,400	822	1,500	1,500	0

MAINTENANCE OF BUILDINGS/

040-510-5311	MAINTENANCE OF BUILDING	4,880	29,000	14,321	18,000	150,000	132,000
040-510-5326	MISCELLANEOUS IMPROVEME	<u>0</u>	<u>1,000</u>	<u>34</u>	<u>100</u>	<u>100</u>	<u>0</u>

040-510-5311 NEXT YEAR NOTES:  
2020-21FYBPB: Replacement of windows on south side of wall to stop water infiltration & remove rusted frames that are a

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
510-DORA ROBERTS COMMUN.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
	cut hazard, installation of affixed shades on windows, install new entry doors to main entrance and ballroom entrance, and replace floors in ballroom, kitchenette, and lake room.						
	TOTAL MAINTENANCE OF BUILDINGS/	4,880	30,000	14,355	18,100	150,100	132,000
<u>MAINTENANCE OF EQUIPMENT</u>							
040-510-5413	MAINT. FIRE APPARATUS	0	600	60	250	250	0
040-510-5422	MAINT OF HEATING & COOL	4,793	5,000	191	2,500	5,000	2,500
	TOTAL MAINTENANCE OF EQUIPMENT	4,793	5,600	251	2,750	5,250	2,500
<u>CONTRACTUAL SERVICES</u>							
040-510-5511	COMMUNICATIONS	741	926	546	926	926	0
040-510-5515	HIRE OF EQUIPMENT	1,564	2,000	896	1,600	1,600	0
040-510-5520	INSURANCE	3,949	3,500	3,895	3,896	3,900	4
040-510-5521	SPECIAL SERVICES	14,825	20,000	9,475	14,500	15,000	500
040-510-5525	ADVERTISING	390	6,500	420	650	650	0
040-510-5550	ELECTRICITY	5,540	7,000	2,655	5,500	5,600	100
040-510-5560	GAS FOR HEATING	1,604	1,800	1,089	1,650	1,800	150
040-510-5521	PERMANENT NOTES: Building Cleaning & Groundskeeping						
	TOTAL CONTRACTUAL SERVICES	28,613	41,726	18,976	28,722	29,476	754
	TOTAL 510-DORA ROBERTS COMMUN.	46,607	96,626	38,058	58,236	201,726	143,490
		=====	=====	=====	=====	=====	=====

## Dept 520 – Potton House

## Hotel Tax Fund

The Potton House is a historic landmark listed on the National Registry of Historic Places. The City contracts with the Heritage Museum for operation of the facility.

### *ACHIEVEMENTS*

- Continued to work with Heritage Museum on repairs

### *GOALS*

- Continue to work with Heritage Museum on repairs
- Have a city maintenance employee certified with THC on historic repairs

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$834</b>	<b>\$850</b>	<b>\$850</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>236</b>	<b>1,000</b>	<b>5,000</b>
<b>55 – Contractual Services</b>	<b>2,523</b>	<b>3,670</b>	<b>3,700</b>
<b>56 – Miscellaneous</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>Totals</b>	<b>\$11,593</b>	<b>\$13,520</b>	<b>\$17,550</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
520-POTTON HOUSE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>SUPPLIES &amp; MATERIALS</u>							
040-520-5128	UTILITIES	834	900	520	850	850	0
TOTAL SUPPLIES & MATERIALS		834	900	520	850	850	0
<u>MAINTENANCE OF BUILDINGS/</u>							
040-520-5311	MAINTENANCE OF BUILDING	236	10,000	0	1,000	5,000	4,000
TOTAL MAINTENANCE OF BUILDINGS/		236	10,000	0	1,000	5,000	4,000
<u>CONTRACTUAL SERVICES</u>							
040-520-5511	COMMUNICATIONS	377	400	222	400	400	0
040-520-5520	INSURANCE	680	700	670	670	700	30
040-520-5550	ELECTRICITY	1,466	500	2,416	2,600	2,600	0
TOTAL CONTRACTUAL SERVICES		2,523	1,600	3,307	3,670	3,700	30
<u>MISCELLANEOUS</u>							
040-520-5611	CONTRIBUTIONS-POTTON HO	8,000	8,000	8,000	8,000	8,000	0
TOTAL MISCELLANEOUS		8,000	8,000	8,000	8,000	8,000	0
TOTAL 520-POTTON HOUSE		11,592	20,500	11,827	13,520	17,550	4,030
		=====	=====	=====	=====	=====	=====

## Dept 530 – Auditorium

## Hotel Tax Fund

The Municipal Auditorium is available to the public for rent and is operated and maintained by the Parks Department.

### *ACHIEVEMENTS*

- Continued to improve the facility through repairs and upgrades

### *GOALS*

- Continue to improve the aesthetic and usability of the facility for the citizens of the community

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$6,679</b>	<b>\$6,350</b>	<b>\$3,950</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>3,619</b>	<b>4,000</b>	<b>5,000</b>
<b>54 – Maintenance of Equipment</b>	<b>0</b>	<b>2,100</b>	<b>2,100</b>
<b>55 – Contractual Services</b>	<b>23,019</b>	<b>25,379</b>	<b>26,380</b>
<b>60 – Capital Outlay</b>	<b>0</b>	<b>63,000</b>	<b>0</b>
<b>Totals</b>	<b>\$33,317</b>	<b>\$100,829</b>	<b>\$37,430</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
530-AUDITORIUM

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>SUPPLIES &amp; MATERIALS</u>							
040-530-5117	MINOR APPARATUS	542	650	101	500	650	150
040-530-5118	JANITORIAL SUPPLIES	30	250	123	250	300	50
040-530-5128	UTILITIES	<u>6,106</u>	<u>3,000</u>	<u>2,887</u>	<u>5,600</u>	<u>3,000</u>	<u>( 2,600)</u>
TOTAL SUPPLIES & MATERIALS		6,679	3,900	3,110	6,350	3,950	( 2,400)
<u>MAINTENANCE OF LAND</u>							
040-530-5210	LAND MAINTENANCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF LAND		0	0	0	0	0	0
<u>MAINTENANCE OF BUILDINGS/</u>							
040-530-5311	MAINTENANCE OF BUILDING	<u>3,619</u>	<u>5,000</u>	<u>35</u>	<u>4,000</u>	<u>5,000</u>	<u>1,000</u>
TOTAL MAINTENANCE OF BUILDINGS/		3,619	5,000	35	4,000	5,000	1,000
<u>MAINTENANCE OF EQUIPMENT</u>							
040-530-5413	MAINT. OF FIRE APPARATU	0	100	0	100	100	0
040-530-5422	MAINT OF HEATING & COOL	<u>0</u>	<u>2,000</u>	<u>1,139</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>
TOTAL MAINTENANCE OF EQUIPMENT		0	2,100	1,139	2,100	2,100	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
530-AUDITORIUM

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>CONTRACTUAL SERVICES</u>							
040-530-5520	INSURANCE	9,977	9,980	9,828	9,829	9,830	1
040-530-5521	SPECIAL SERVICES	3,920	6,000	4,130	6,000	6,000	0
040-530-5541	PERMITS, LICENSES, TESTI	200	550	265	550	550	0
040-530-5550	ELECTRICITY	<u>8,922</u>	<u>10,000</u>	<u>4,819</u>	<u>9,000</u>	<u>10,000</u>	<u>1,000</u>
040-530-5521	PERMANENT NOTES: Janitorial Services & Maintenance Assistance						
040-530-5541	PERMANENT NOTES: Boiler & ADA Lift Inspection & Fees						
TOTAL CONTRACTUAL SERVICES		23,019	26,530	19,043	25,379	26,380	1,001
<u>MISCELLANEOUS</u>							
040-530-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>BUILDING &amp; STRUCTURES</u>							
040-530-6227	PARKING LOT	<u>0</u>	<u>300,000</u>	<u>60,015</u>	<u>63,000</u>	<u>0</u>	<u>( 63,000)</u>
040-530-6227	CURRENT YEAR NOTES: Remove Serwin Williams old building and replace with parking lot for Auditorium. Parking lot put on hold for now, because of decrease in Hotel Tax Revenue due to coronavirus.						
TOTAL BUILDING & STRUCTURES		0	300,000	60,015	63,000	0	( 63,000)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
530-AUDITORIUM

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>EQUIPMENT</u>							
040-530-6317	HEATING AND COOLING SYS	0	35,000	0	0	0	0
TOTAL EQUIPMENT		0	35,000	0	0	0	0
TOTAL 530-AUDITORIUM		33,317	372,530	83,342	100,829	37,430	( 63,399)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

## Dept 540 – Special Projects

## Hotel Tax Fund

This department accounts for costs associated with maintaining and improving the downtown square and the Heart of the City Park.

### *ACHIEVEMENTS*

- Worked to obtain additional property
- Repair restrooms

### *GOALS*

- Continue to focus on improving area

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$4,837</b>	<b>\$10,050</b>	<b>\$5,600</b>
<b>52 – Maintenance of Land</b>	<b>8,720</b>	<b>12,000</b>	<b>5,000</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>1,697</b>	<b>10,000</b>	<b>3,000</b>
<b>55 – Contractual Services</b>	<b>899</b>	<b>1,108</b>	<b>8,310</b>
<b>60 – Capital Outlay</b>	<b>0</b>	<b>12,000</b>	<b>0</b>
<b>Totals</b>	<b>\$16,153</b>	<b>\$45,158</b>	<b>\$21,910</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
540-SPECIAL PROJECTS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
040-540-5117	MINOR APPARATUS	8	50	0	50	50	0
040-540-5122	PLANTS & GRASS	849	1,000	0	500	1,000	500
040-540-5128	UTILITIES	3,438	4,500	2,224	3,500	4,500	1,000
040-540-5128-01	LANDFILL	<u>542</u>	<u>50</u>	<u>3,470</u>	<u>6,000</u>	<u>50</u>	<u>( 5,950)</u>

040-540-5128 PERMANENT NOTES:  
Water Account #'s  
04-1785-01 - 205 Scurry - Heart of the City Plaza  
04-0124-01 - 114 W. 3rd - Heart of the City Plaza  
04-0125-01 - 116 W. 3rd - Heart of the City Plaza  
04-0895-00 - 308 Scurry - Heart of the City Plaza  
04-0182-01 - 401 1/2 Scurry - Heart of the City Plaza  
03-1405-01 - 311 Main - Tubb Pocket Park  
03-1410-04 - 313 Main - Tubb Pocket Park

TOTAL SUPPLIES & MATERIALS		4,837	5,600	5,694	10,050	5,600	( 4,450)
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MAINTENANCE OF LAND

040-540-5210	LAND MAINTENANCE	<u>8,720</u>	<u>16,000</u>	<u>8,297</u>	<u>12,000</u>	<u>5,000</u>	<u>( 7,000)</u>
TOTAL MAINTENANCE OF LAND		8,720	16,000	8,297	12,000	5,000	( 7,000)

MAINTENANCE OF BUILDINGS/

040-540-5326	MISCELLANEOUS MAINTENAN	<u>1,697</u>	<u>10,000</u>	<u>372</u>	<u>10,000</u>	<u>3,000</u>	<u>( 7,000)</u>
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040-540-5326 PERMANENT NOTES:  
Maintenance of Restrooms at Heart of the City Park

TOTAL MAINTENANCE OF BUILDINGS/		1,697	10,000	372	10,000	3,000	( 7,000)
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BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
540-SPECIAL PROJECTS

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>CONTRACTUAL SERVICES</u>							
040-540-5520	INSURANCE	10	10	8	8	10	2
040-540-5521	SPECIAL SERVICES	500	600	125	600	7,800	7,200
040-540-5550	ELECTRICITY	<u>389</u>	<u>500</u>	<u>246</u>	<u>500</u>	<u>500</u>	<u>0</u>
040-540-5521	PERMANENT NOTES: Cleaning of Restrooms prior to events						
TOTAL CONTRACTUAL SERVICES		899	1,110	379	1,108	8,310	7,202
<u>MISCELLANEOUS</u>							
040-540-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS		0	0	0	0	0	0
<u>LAND</u>							
040-540-6100	LAND PURCHASES	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>0</u>	<u>( 12,000)</u>
040-540-6100	CURRENT YEAR NOTES: 2019-20FYRB: Purchase plot of land from BSMS						
TOTAL LAND		<u>0</u>	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>0</u>	<u>( 12,000)</u>
TOTAL 540-SPECIAL PROJECTS		16,153	32,710	14,742	45,158	21,910	( 23,248)
		=====	=====	=====	=====	=====	=====

## Dept 560 – Convention & Visitors Bureau Hotel Tax Fund

The Convention and Visitors Bureau is funded through hotel/motel tax revenue. This department is responsible for actively marketing and promoting the Big Spring Community as well as providing financial incentives to businesses and organizations that will bring conventions and tourism to the City.

### ACHIEVEMENTS

- Expanded our advertising to NewsWest 9. They created a Visit Big Spring Commercial
- Helped continued growth of our Facebook followers to over 4400 and Instagram followers to over 500.
- Expanded our advertising to a new billboard in Lamesa.
- Created a unified Visitor’s Packet for the CVB and Chamber of Commerce to use.
- Completed a video project with NeonCloud Productions to highlight Big Spring.

### GOALS

- Expand advertising
- Continue to plan events that will bring in tourism to Big Spring
- Increase of followers on Facebook and Instagram

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$317,150</b>	<b>\$352,738</b>	<b>\$319,399</b>
<b>51 – Supplies and Materials</b>	<b>42,886</b>	<b>22,950</b>	<b>39,300</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>120,105</b>	<b>5,000</b>	<b>10,000</b>
<b>54 – Maintenance of Equipment</b>	<b>4,226</b>	<b>4,300</b>	<b>2,740</b>
<b>55 – Contractual Services</b>	<b>468,192</b>	<b>434,331</b>	<b>391,043</b>
<b>56 – Miscellaneous</b>	<b>0</b>	<b>10</b>	<b>0</b>
<b>60 – Capital Outlay</b>	<b>328,277</b>	<b>189,000</b>	<b>0</b>
<b>Totals</b>	<b>\$1,280,836</b>	<b>\$1,008,329</b>	<b>\$762,482</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
560-CVB

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
040-560-5010	SALARIES	199,348	212,646	135,306	215,373	212,647	( 2,726)
040-560-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
040-560-5015	AUTO ALLOWANCE	7,891	7,800	4,784	7,641	7,800	159
040-560-5021	TERMINATION PAY	0	0	0	0	0	0
040-560-5022	VACATION BUY BACK	1,563	1,570	1,642	1,642	1,570	( 72)
040-560-5035	OVERTIME	0	0	0	0	0	0
040-560-5045	LONGEVITY	2,201	2,918	2,494	2,494	3,254	760
040-560-5050	RETIREMENT	36,771	39,903	23,516	41,373	39,963	( 1,410)
040-560-5060	GROUP INSURANCE	51,836	30,683	24,441	63,748	35,205	( 28,543)
040-560-5065	WORKERS' COMPENSATION	957	1,012	506	506	1,014	508
040-560-5070	RETIREMENT-DEFERRED COM	11,565	12,394	8,291	13,147	12,412	( 735)
040-560-5075	LIFE & DISABILITY INSUR	1,862	1,875	984	1,690	1,692	2
040-560-5080	MEDICARE	3,044	3,262	2,182	3,396	3,266	( 130)
040-560-5085	UNEMPLOYMENT TAXES	<u>114</u>	<u>36</u>	<u>576</u>	<u>1,728</u>	<u>576</u>	<u>( 1,152)</u>
TOTAL PERSONNEL SERVICES		317,150	314,099	204,723	352,738	319,399	( 33,339)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
560-CVB

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
040-560-5110	OFFICE SUPPLIES	1,998	4,500	2,805	3,000	2,500	( 500)
040-560-5112	FOOD SUPPLIES	498	500	116	250	500	250
040-560-5117	MINOR APPARATUS	1,733	2,000	236	500	1,500	1,000
040-560-5118	JANITORIAL SUPPLIES	308	500	377	500	500	0
040-560-5123	OTHER SUPPLIES	22,963	25,000	5,328	10,000	20,000	10,000
040-560-5124	POSTAGE	1,464	2,500	966	1,500	2,200	700
040-560-5126	MERCHANDISE FOR RESALE	11,576	12,500	0	5,000	10,000	5,000
040-560-5128	UTILITIES	<u>2,346</u>	<u>2,100</u>	<u>1,423</u>	<u>2,200</u>	<u>2,100</u>	<u>( 100)</u>
040-560-5117	PERMANENT NOTES: Supplies as needed for banner poles, etc						
040-560-5123	PERMANENT NOTES: Brochure/Magazine Printing CVB Handouts RO System						
TOTAL SUPPLIES & MATERIALS		42,886	49,600	11,251	22,950	39,300	16,350
<u>MAINTENANCE OF BUILDINGS/</u>							
040-560-5311	BUILDING MAINTENANCE	<u>120,105</u>	<u>29,550</u>	<u>2,887</u>	<u>5,000</u>	<u>10,000</u>	<u>5,000</u>
TOTAL MAINTENANCE OF BUILDINGS/		120,105	29,550	2,887	5,000	10,000	5,000

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
560-CVB

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR--		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>MAINTENANCE OF EQUIPMENT</u>							
040-560-5411	I.T. MAINT & AGREEMENTS	4,226	4,300	2,061	4,300	2,740	( 1,560)
	TOTAL MAINTENANCE OF EQUIPMENT	4,226	4,300	2,061	4,300	2,740	( 1,560)
<u>CONTRACTUAL SERVICES</u>							
040-560-5511	COMMUNICATIONS	6,366	9,328	8,133	9,328	9,328	0
040-560-5515	HIRE OF EQUIPMENT	1,564	1,800	896	1,600	1,600	0
040-560-5520	INSURANCE	411	415	403	403	415	12
040-560-5521	SPECIAL SERVICES	4,489	5,000	2,513	4,500	4,500	0
040-560-5521-01	FUNDING REQUESTS	151,220	160,000	115,675	120,000	140,000	20,000
040-560-5521-02	CVB EVENTS	27,856	32,000	2,793	2,800	5,000	2,200
040-560-5521-03	SPECIAL PROJECTS	3,900	75,000	0	0	10,000	10,000
040-560-5525	ADVERTISING	209,515	250,000	164,890	230,000	150,000	( 80,000)
040-560-5530	TRAVEL EXPENSE	3,817	6,000	1,055	1,500	6,000	4,500
040-560-5535	VISTOR CENTER - RENT	38,589	44,000	31,500	44,000	44,000	0
040-560-5540	DUES & SUBSCRIPTIONS	14,168	14,000	10,091	14,000	14,000	0
040-560-5550	ELECTRICITY	3,913	4,000	1,526	4,000	4,000	0
040-560-5555	EDUCATION AND TRAINING	770	500	0	500	500	0
040-560-5560	HEATING FOR CVB	1,615	2,000	1,240	1,700	1,700	0

040-560-5511 PERMANENT NOTES:  
Civic Plus

040-560-5521 PERMANENT NOTES:

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
560-CVB

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
Audit Expenses and Janitorial							
040-560-5521-01	PERMANENT NOTES: Event Funding for events that are held by organizations that directly affect Big Spring Tourism						
040-560-5521-02	PERMANENT NOTES: Events that are held by the Big Spring Convention and Visitors Bureau Staff such as Song Swap, Hang Gliding, TPTR Conference, Trout Stocking						
040-560-5525	PERMANENT NOTES: 14% of Hotel Tax revenue must be spent on advertising by Texas Hotel Lodging Association Laws						
040-560-5540	PERMANENT NOTES: Texas Association of CVB, Chamber of Commerce, Rotary Club, TTIA, Texas Highways and Texas Plains Trail, THLA Group Membership, Preservation Texas, Texas Downtown Association						
TOTAL CONTRACTUAL SERVICES		468,192	604,043	340,715	434,331	391,043	( 43,288)
<u>MISCELLANEOUS</u>							
040-560-5645	LATE PAY FEES & PENALTI	0	0	10	10	0	( 10)
TOTAL MISCELLANEOUS		0	0	10	10	0	( 10)
<u>BUILDING &amp; STRUCTURES</u>							
040-560-6226-01	MISC STRUCT- HISTORIC B	73,124	0	0	0	0	0
040-560-6226-02	MISC STRUCT- AMPHITHEAT	255,153	108,034	188,863	189,000	0	( 189,000)
040-560-6231	SIGNS	0	90,000	0	0	0	0
TOTAL BUILDING & STRUCTURES		328,277	198,034	188,863	189,000	0	( 189,000)
TOTAL 560-CVB		1,280,836	1,199,626	750,510	1,008,329	762,482	( 245,847)
		=====	=====	=====	=====	=====	=====

## Dept 570 – Historic Spring

## Hotel Tax Fund

The Historic Spring Site was completely renovated in 2017 and the area is dedicated to the importance and history of our namesake Spring. New pumps have restored the artificial flow and created 3 waterfall areas. The Plaza area has 8 storyboards describing the history and importance of the Spring and a small performance stage will provide a venue for bands, weddings, and other costs associated with operations at the site

### *ACHIEVEMENTS*

- Continued Maintenance
- Acquire Picnic Tables for Pavilion
- Acquired ADA Bathroom Trailer
- Repaired Spring Pump

### *GOALS*

- Acquire picnic tables for pavilions

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$62</b>	<b>\$2,000</b>	<b>\$1,500</b>
<b>52 – Maintenance of Land</b>	<b>3,933</b>	<b>5,000</b>	<b>5,000</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>0</b>	<b>10,700</b>	<b>5,000</b>
<b>55 – Contractual Services</b>	<b>31,274</b>	<b>29,500</b>	<b>18,740</b>
<b>60 – Capital Outlay</b>	<b>0</b>	<b>75,000</b>	<b>0</b>
<b>Totals</b>	<b>\$35,269</b>	<b>\$122,200</b>	<b>\$30,240</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
570-HISTORIC SPRING

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>SUPPLIES &amp; MATERIALS</u>							
040-570-5117	MINOR APPARATUS	62	15,000	1,577	2,000	1,500	( 500)
040-570-5117	CURRENT YEAR NOTES: tables for spring pavilion						
TOTAL SUPPLIES & MATERIALS		62	15,000	1,577	2,000	1,500	( 500)
<u>MAINTENANCE OF LAND</u>							
040-570-5210	LAND MAINTENANCE	3,933	20,000	2,100	5,000	5,000	0
TOTAL MAINTENANCE OF LAND		3,933	20,000	2,100	5,000	5,000	0
<u>MAINTENANCE OF BUILDINGS/</u>							
040-570-5326	MISCELLANEOUS IMPROVEME	0	10,950	10,700	10,700	5,000	( 5,700)
TOTAL MAINTENANCE OF BUILDINGS/		0	10,950	10,700	10,700	5,000	( 5,700)
<u>CONTRACTUAL SERVICES</u>							
040-570-5521-02	HISTORIC SPRINGS - EVEN	29,000	0	0	0	0	0
040-570-5550	ELECTRICITY	2,274	3,000	20,049	29,500	18,740	( 10,760)
TOTAL CONTRACTUAL SERVICES		31,274	3,000	20,049	29,500	18,740	( 10,760)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
570-HISTORIC SPRING

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>EQUIPMENT</u>							
040-570-6311	MACHINERY & EQUIPMENT	0	75,000	67,075	75,000	0	( 75,000)
	TOTAL EQUIPMENT	0	75,000	67,075	75,000	0	( 75,000)
	TOTAL 570-HISTORIC SPRING	35,269	123,950	101,502	122,200	30,240	( 91,960)
		=====	=====	=====	=====	=====	=====

DEPARTMENTAL NOTES

**Dept 000 – Non-Departmental****Hotel Tax Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other local agencies promoting tourism.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>55 – Contractual Services</b>	<b>\$133</b>	<b>\$138</b>	<b>\$138</b>
<b>56 – Miscellaneous</b>	<b>372,542</b>	<b>185,980</b>	<b>102,830</b>
<b>Totals</b>	<b>\$372,675</b>	<b>\$186,118</b>	<b>\$102,968</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
040-ECONOMIC DEVELOPMENT  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>CONTRACTUAL SERVICES</u>							
040-000-5520	INSURANCE	133	138	108	138	138	0
TOTAL CONTRACTUAL SERVICES		133	138	108	138	138	0
<u>MISCELLANEOUS</u>							
040-000-5612	CONTRIBUTION HERITAGE M	24,000	24,000	24,000	24,000	24,000	0
040-000-5617	CONTRIBUTION HANGAR 25	20,000	30,300	30,300	30,300	20,000	( 10,300)
040-000-5618	CONTRIB NORTH SIDE MOV	10,000	0	0	0	0	0
040-000-5619	CONTRIBUTION KEEP BIG S	0	45,000	45,000	45,000	0	( 45,000)
040-000-5641	ADMINISTRATIVE FEES	318,542	86,680	57,787	86,680	76,830	( 9,850)
040-000-5617	PERMANENT NOTES: Hangar 25 Contribution						
040-000-5641	PERMANENT NOTES: Administrative fees paid to General Fund, as established by independent cost allocation study.						
TOTAL MISCELLANEOUS		372,542	185,980	157,087	185,980	120,830	( 65,150)
TOTAL 000-NON-DEPARTMENTAL		372,675	186,118	157,195	186,118	120,968	( 65,150)
		=====	=====	=====	=====	=====	=====

## Debt Service

## Hotel Tax Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase payments for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$5,888</b>	<b>\$5,888</b>	<b>\$5,888</b>

## Transfers to Other Funds

## Hotel Tax Fund

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Transfer to Sanitation Fund</b>	<b>\$325,000</b>	<b>\$0</b>	<b>\$0</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>DEBT SERVICE</u>							
070-000-5701-01	DEBT SVC-05-06 SIEMENS	5,888	5,888	5,888	5,888	5,888	0
070-000-5701-01	PERMANENT NOTES: Debt on Energy Conservation Project. The last payment will be on 3/31/2021.						
TOTAL DEBT SERVICE		5,888	5,888	5,888	5,888	5,888	0
TOTAL 000-NON-DEPARTMENTAL		5,888	5,888	5,888	5,888	5,888	0
		=====	=====	=====	=====	=====	=====
DEPARTMENTAL NOTES							
TOTAL 070-DEBT SERVICE		5,888	5,888	5,888	5,888	5,888	0
		=====	=====	=====	=====	=====	=====

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

110-HOTEL/ MOTEL TAX  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>TRANSFERS TO OTHER FUNDS</u>							
080-000-5824	TRANSFER TO SANITATION	325,000	0	0	0	0	0
TOTAL TRANSFERS TO OTHER FUNDS		325,000	0	0	0	0	0
TOTAL 000-NON-DEPARTMENTAL		325,000	0	0	0	0	0
		=====	=====	=====	=====	=====	=====
TOTAL 080-INTERGOVERNMENTAL EX		325,000	0	0	0	0	0
		=====	=====	=====	=====	=====	=====
*** TOTAL BUDGETED EXPENSES ***		2,127,339	2,037,948	1,163,064	1,540,278	1,198,194	( 342,084)
		=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**COLLEGE EDUCATION FUND - FUND 130**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$65,997	\$23,408	\$36,944
Revenues			
Sale of Scrap Metal	13,140	17,000	15,000
Interest Income	783	200	200
Total Revenues	13,923	17,200	15,200
College Tuition Fees	16,512	3,000	10,000
Miscellaneous	0	664	4,158
Total Expenditures	16,512	3,664	14,158
Transfers-Out			
General Fund	40,000	0	0
Total Budgeted Expenditures	56,512	3,664	14,158
Increase (Decrease) in Fund Balance	(42,589)	13,536	1,042
Ending Fund Balance	\$23,408	\$36,944	\$37,986

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

130-COLLEGE EDUC FOR EMPLOYEE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>43-GENERAL SALES/OTHER SERVICE</u>							
4380	SALE OF SCRAP METAL	13,140	16,000	13,546	17,000	15,000	2,000
TOTAL 43-GENERAL SALES/OTHER SERVICE		13,140	16,000	13,546	17,000	15,000	2,000
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	783	750	202	200	200	0
TOTAL 46-INTEREST INCOME		783	750	202	200	200	0
*** TOTAL BUDGETED REVENUES ***		13,922	16,750	13,748	17,200	15,200	2,000
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

130-COLLEGE EDUC FOR EMPLOYEE  
001-ADMINISTRATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>CONTRACTUAL SERVICES</u>							
001-000-5556	COLLEGE TUITION FEES	16,512	12,000	2,768	3,000	10,000	7,000
TOTAL CONTRACTUAL SERVICES		16,512	12,000	2,768	3,000	10,000	7,000
<u>MISCELLANEOUS</u>							
001-000-5641	ADMINISTRATIVE FEES	0	664	443	664	4,158	3,494
TOTAL MISCELLANEOUS		0	664	443	664	4,158	3,494
TOTAL 000-NON-DEPARTMENTAL		16,512	12,664	3,211	3,664	14,158	10,494
		=====	=====	=====	=====	=====	=====
TOTAL 001-ADMINISTRATION		16,512	12,664	3,211	3,664	14,158	10,494
		=====	=====	=====	=====	=====	=====

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

130-COLLEGE EDUC FOR EMPLOYEE  
080-INTERGOVERNMENTAL EX  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>TRANSFERS TO OTHER FUNDS</u>							
080-000-5808	TRANSFERS TO OTHER FUND	40,000	0	0	0	0	0
TOTAL TRANSFERS TO OTHER FUNDS		40,000	0	0	0	0	0
TOTAL 000-NON-DEPARTMENTAL		40,000	0	0	0	0	0
TOTAL 080-INTERGOVERNMENTAL EX		40,000	0	0	0	0	0
*** TOTAL BUDGETED EXPENSES ***		56,512	12,664	3,211	3,664	14,158	10,494

\*\*\* END OF REPORT \*\*\*

**MUNICIPAL COURT SECURITY FUND - FUND 140**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$6,947	\$1,811	\$1,123
<u>Receipts</u>			
Court Security Fees	4,917	4,200	4,000
Miscellaneous	61	12	10
Total Receipts	4,978	4,212	4,010
<u>Expenditures</u>			
Personnel Services	8,607	4,500	4,500
Communication	1,056	0	0
Miscellaneous	451	400	400
Total Expenditures	10,114	4,900	4,900
Increase (Decrease) in Fund Balance	(5,136)	(688)	(890)
Ending Fund Balance	\$1,811	\$1,123	\$233

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

140-MUNICIPAL COURT SECURITY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>44-FINES &amp; FEES</u>							
4415	MUNICIPAL COURT SECURITY FEES	4,917	5,000	3,368	4,200	4,000	200
TOTAL 44-FINES & FEES		4,917	5,000	3,368	4,200	4,000	200
4415	MUNICIPAL COURT SECURITY FEES	PERMANENT NOTES: Includes \$3.00/misdemeanor conviction deposited into this fund.					
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	61	100	10	12	10	2
TOTAL 46-INTEREST INCOME		61	100	10	12	10	2
*** TOTAL BUDGETED REVENUES ***		4,978	5,100	3,378	4,212	4,010	202
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

140-MUNICIPAL COURT SECURITY  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>PERSONNEL SERVICES</u>							
013-220-5060	GROUP INSURANCE	8,607	6,785	4,500	4,500	4,500	0
TOTAL PERSONNEL SERVICES		8,607	6,785	4,500	4,500	4,500	0
<u>CONTRACTUAL SERVICES</u>							
013-220-5511	COMMUNICATIONS	1,056	1,056	0	0	0	0
TOTAL CONTRACTUAL SERVICES		1,056	1,056	0	0	0	0
<u>MISCELLANEOUS</u>							
013-220-5643	BAD DEBT EXPENSE	451	400	0	400	400	0
TOTAL MISCELLANEOUS		451	400	0	400	400	0
TOTAL 220-MUNICIPAL COURT		10,114	8,241	4,500	4,900	4,900	0
TOTAL 013-CITY JUDGE		10,114	8,241	4,500	4,900	4,900	0
*** TOTAL BUDGETED EXPENSES ***		10,114	8,241	4,500	4,900	4,900	0

\*\*\* END OF REPORT \*\*\*

**MUNICIPAL COURT TECHNOLOGY - FUND 142**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2019-20**

	ACTUAL 2017-18	ESTIMATED 2018-19	PROPOSED 2019-20
Beginning Fund Balance	\$18,057	\$21,423	\$3,022
<u>Receipts</u>			
Court Technology Fees	6,536	5,000	6,500
Miscellaneous	344	6,250	80
Total Receipts	6,880	11,250	6,580
<u>Expenditures</u>			
Supplies and Materials	848	5,325	0
Maintenance of Equipment	2,666	7,623	300
Capital	0	16,703	0
Total Expenditures	3,514	29,651	300
Increase (Decrease) in Fund Balance	3,366	(18,401)	6,280
Ending Fund Balance	\$21,423	\$3,022	\$9,302

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

142-MUNICIPAL COURT TECH.

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>44-FINES &amp; FEES</u>							
4417	MUN COURT TECHNOLOGY FEES	6,536	6,800	3,051	5,000	6,500	( 1,500)
TOTAL 44-FINES & FEES		6,536	6,800	3,051	5,000	6,500	( 1,500)
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	344	250	144	150	80	70
TOTAL 46-INTEREST INCOME		344	250	144	150	80	70
<u>49-MISCELLANEOUS</u>							
4934	GRANTS	0	0	0	6,100	0	6,100
TOTAL 49-MISCELLANEOUS		0	0	0	6,100	0	6,100
4934 GRANTS	CURRENT YEAR NOTES: \$6,100 Coronavirus Grant Reimbursement for Warrant Now software.						
*** TOTAL BUDGETED REVENUES ***		6,880	7,050	3,195	11,250	6,580	4,670
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

142-MUNICIPAL COURT TECH.  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>SUPPLIES &amp; MATERIALS</u>							
013-220-5110	OFFICE SUPPLIES	848	0	0	5,325	0	( 5,325)
013-220-5110	CURRENT YEAR NOTES: Paper Shredder						
	TOTAL SUPPLIES & MATERIALS	848	0	0	5,325	0	( 5,325)
<u>MAINTENANCE OF EQUIPMENT</u>							
013-220-5411	I.T. MAINT & AGREEMENTS	2,666	1,500	1,523	7,623	300	( 7,323)
013-220-5411	CURRENT YEAR NOTES: 3 Fujitsu Document Scanners for paperless document storage. \$6,100 Warrant Now software (\$2,500 Implementation & \$3,600 Annual License fee)						
	TOTAL MAINTENANCE OF EQUIPMENT	2,666	1,500	1,523	7,623	300	( 7,323)
<u>CONTRACTUAL SERVICES</u>							
013-220-5511	COMMUNICATIONS	0	0	0	0	0	0
	TOTAL CONTRACTUAL SERVICES	0	0	0	0	0	0
<u>EQUIPMENT</u>							
013-220-6311	MACHINERY AND EQUIPMENT	0	0	8,352	16,703	0	( 16,703)
013-220-6311	CURRENT YEAR NOTES: 1/2 cost of payment kiosk for Muncipal Court and Utility customer payments.						
	TOTAL EQUIPMENT	0	0	8,352	16,703	0	( 16,703)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

142-MUNICIPAL COURT TECH.  
013-CITY JUDGE  
220-MUNICIPAL COURT

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<hr/>							
	TOTAL 220-MUNICIPAL COURT	3,514	1,500	9,874	29,651	300	( 29,351)
		=====	=====	=====	=====	=====	=====
DEPARTMENTAL NOTES							
	TOTAL 013-CITY JUDGE	3,514	1,500	9,874	29,651	300	( 29,351)
		=====	=====	=====	=====	=====	=====
	*** TOTAL BUDGETED EXPENSES ***	3,514	1,500	9,874	29,651	300	( 29,351)
		=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**SENIOR CENTER FUND - FUND 160**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	(\$45)	\$57,945	\$67,593
<u>Receipts</u>			
Senior Grant Programs	92,436	80,000	84,000
Program Income	16,624	13,870	15,070
Miscellaneous	1,683	550	500
Total Receipts	110,743	94,420	99,570
<u>Transfers-In</u>			
General Fund	330,000	326,000	245,000
Total Current Receipts	440,743	420,420	344,570
<u>Expenditures</u>			
Personnel Services	257,507	282,266	269,890
Supplies and Materials	90,973	95,175	91,875
Maintenance of Buildings	2,002	2,000	2,000
Maintenance of Equipment	12,678	11,262	12,790
Contractual Services	19,593	20,069	16,800
Total Budgeted Expenditures	382,753	410,772	393,355
Increase (Decrease) in Fund Balance	57,990	9,648	(48,785)
Ending Fund Balance	\$57,945	\$67,593	\$18,808

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

160-SENIOR CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>42-GRANTS &amp; OTHER AGENCIES</u>							
4201	AREA AGENCY ON AGING	52,564	50,000	32,743	45,000	48,000	( 3,000)
4202	DEPT OF AGING & DISABILITY SVC	39,872	39,500	26,959	35,000	36,000	( 1,000)
TOTAL 42-GRANTS & OTHER AGENCIES		92,436	89,500	59,702	80,000	84,000	( 4,000)
<u>43-GENERAL SALES/OTHER SERVICE</u>							
4310	CONGREGATE MEALS	17,435	16,000	11,527	14,000	15,000	( 1,000)
4315	HOME DELIVERED MEALS	100	70	50	70	70	0
4320	BINGO, MISC	( 911)	500	( 115)	( 200)	0	( 200)
TOTAL 43-GENERAL SALES/OTHER SERVICE		16,624	16,570	11,462	13,870	15,070	( 1,200)
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	685	350	508	500	500	0
TOTAL 46-INTEREST INCOME		685	350	508	500	500	0
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4810	TRANS FROM GENERAL FUND	330,000	326,000	217,333	326,000	245,000	81,000
TOTAL 48-TRANSFER FROM OTHER FUNDS		330,000	326,000	217,333	326,000	245,000	81,000
4810	TRANS FROM GENERAL FUND	NEXT YEAR NOTES: Reduce GF subsidy to senior center \$50K					
<u>49-MISCELLANEOUS</u>							
4900	CASH OVER/(SHORT)	0	0	0	0	0	0
4905	OTHER INCOME	( 2)	0	0	0	0	0
4925	CONTRIBUTIONS	1,000	50	200	50	0	50

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

160-SENIOR CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
TOTAL 49-MISCELLANEOUS		998	50	200	50	0	50
*** TOTAL BUDGETED REVENUES ***		440,742	432,470	289,205	420,420	344,570	75,850
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 910 – Senior Center

## Senior Center Fund

The City took over operations of the Senior Center from Howard County effective April 1, 2008. The Senior Center provides quality programs to seniors, including hot meals served on the premises, bi-monthly dances, bingo and home-delivered meals.

### *ACHIEVEMENTS*

- Serving 110 people daily (75 HDM and 35 Congregate Meals)
- Continued programs - Monthly Health Focus, Caregivers Support Group, AARP Tax Aide, AARP Driver's Safety Course, Bingo,
- Dominoes, Puzzles, & Light Library

### *GOALS*

- To have more activities in order to increase attendance.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$257,507</b>	<b>\$282,266</b>	<b>\$269,890</b>
<b>51 – Supplies and Materials</b>	<b>90,973</b>	<b>95,175</b>	<b>91,875</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>2,002</b>	<b>2,000</b>	<b>2,000</b>
<b>54 – Maintenance of Equipment</b>	<b>12,485</b>	<b>11,020</b>	<b>12,540</b>
<b>55 – Contractual Services</b>	<b>19,593</b>	<b>20,069</b>	<b>16,800</b>
<b>Totals</b>	<b>\$382,560</b>	<b>\$410,530</b>	<b>\$393,105</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

160-SENIOR CENTER  
050-SOCIAL SERVICES  
910-SENIOR CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
050-910-5010	SALARIES	177,245	189,056	115,647	187,588	177,657	( 9,931)
050-910-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
050-910-5021	TERMINATION PAY	1,386	0	290	290	0	( 290)
050-910-5022	VACATION BUY BACK	( 21,222)	0	0	0	0	0
050-910-5035	OVERTIME	0	0	0	0	0	0
050-910-5045	LONGEVITY	3,447	3,985	3,583	3,613	4,345	732
050-910-5050	RETIREMENT	32,603	34,245	19,572	35,235	32,287	( 2,948)
050-910-5060	GROUP INSURANCE	43,554	43,392	22,212	34,922	34,707	( 215)
050-910-5065	WORKERS' COMPENSATION	6,068	6,567	3,284	3,284	5,947	2,663
050-910-5070	RETIREMENT-DEFERRED COM	10,066	10,636	6,875	10,889	10,028	( 861)
050-910-5075	LIFE & DISABILITY INSUR	1,612	1,551	823	1,413	1,416	3
050-910-5080	MEDICARE	2,649	2,799	1,809	2,906	2,639	( 267)
050-910-5085	UNEMPLOYMENT TAXES	100	63	710	2,126	864	( 1,262)
TOTAL PERSONNEL SERVICES		257,507	292,294	174,805	282,266	269,890	( 12,376)

SUPPLIES & MATERIALS

050-910-5110	OFFICE SUPPLIES	201	500	760	900	500	( 400)
050-910-5112	RAW FOODS	69,142	80,000	42,459	70,000	70,000	0
050-910-5112-01	FOOD SUPPLIES	400	400	405	800	800	0
050-910-5114	WEARING APPAREL	303	300	336	500	500	0

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

160-SENIOR CENTER  
050-SOCIAL SERVICES  
910-SENIOR CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
050-910-5116	GASOLINE, OIL & GREASE	1,006	1,200	609	1,200	1,200	0
050-910-5117	MINOR APPARATUS	2,451	4,000	0	4,000	2,000	( 2,000)
050-910-5118	JANITORIAL SUPPLIES	3,129	3,000	1,438	2,500	2,500	0
050-910-5123	OTHER SUPPLIES	2,560	4,000	2,487	3,500	3,500	0
050-910-5123-01	OTHER SUPPLIES-HOME DEL	8,886	8,000	5,037	9,000	8,000	( 1,000)
050-910-5124	POSTAGE	137	150	61	75	75	0
050-910-5128	UTILITIES	<u>2,759</u>	<u>4,000</u>	<u>1,421</u>	<u>2,700</u>	<u>2,800</u>	<u>100</u>
050-910-5123	PERMANENT NOTES: RO System and onsite supplies						
050-910-5128	PERMANENT NOTES: Water account #21-0010-02 Split 1/2 with DRCC						
TOTAL SUPPLIES & MATERIALS		90,973	105,550	55,012	95,175	91,875	( 3,300)
<u>MAINTENANCE OF BUILDINGS/</u>							
050-910-5311	BUILDINGS	<u>2,002</u>	<u>3,000</u>	<u>1,195</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>
TOTAL MAINTENANCE OF BUILDINGS/		2,002	3,000	1,195	2,000	2,000	0
<u>MAINTENANCE OF EQUIPMENT</u>							
050-910-5411	I.T. MAINT & AGREEMENTS	4,393	5,101	2,919	2,920	40	( 2,880)
050-910-5412	VEHICLE MAINTENANCE	5,949	2,000	3,407	5,100	5,000	( 100)
050-910-5413	MAINT. OF FIRE APPARATU	1,524	2,000	299	2,000	2,000	0
050-910-5422	MAINT. OF HEATING AND C	<u>619</u>	<u>2,000</u>	<u>0</u>	<u>1,000</u>	<u>5,500</u>	<u>4,500</u>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

160-SENIOR CENTER  
050-SOCIAL SERVICES  
910-SENIOR CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
	TOTAL MAINTENANCE OF EQUIPMENT	12,485	11,101	6,625	11,020	12,540	1,520
<u>CONTRACTUAL SERVICES</u>							
050-910-5511	COMMUNICATIONS	4,896	2,777	5,184	5,500	1,800	( 3,700)
050-910-5515	HIRE OF EQUIPMENT	2,041	2,000	1,275	2,000	2,000	0
050-910-5520	INSURANCE	5,682	5,700	5,569	5,569	5,700	131
050-910-5530	TRAVEL EXPENSE	58	100	60	100	100	0
050-910-5550	ELECTRICITY	5,312	7,000	2,002	5,300	5,500	200
050-910-5560	GAS FOR HEATING	<u>1,604</u>	<u>2,000</u>	<u>1,089</u>	<u>1,600</u>	<u>1,700</u>	<u>100</u>
050-910-5511	CURRENT YEAR NOTES: Includes portion of new VOIP system.						
050-910-5550	PERMANENT NOTES: Split 1/2 with DRCC						
050-910-5560	PERMANENT NOTES: Split 1/2 with DRCC						
	TOTAL CONTRACTUAL SERVICES	19,593	19,577	15,179	20,069	16,800	( 3,269)
<u>MISCELLANEOUS</u>							
050-910-5645	LATE PAY FEES & PENALTI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL MISCELLANEOUS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL 910-SENIOR CENTER	382,560	431,522	252,816	410,530	393,105	( 17,425)
		=====	=====	=====	=====	=====	=====

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

160-SENIOR CENTER  
050-SOCIAL SERVICES  
910-SENIOR CENTER

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	

DEPARTMENTAL NOTES

TOTAL 050-SOCIAL SERVICES	382,753	431,772	253,058	410,772	393,355	( 17,417)
	=====	=====	=====	=====	=====	=====

*** TOTAL BUDGETED EXPENSES ***	382,753	431,772	253,058	410,772	393,355	( 17,417)
	=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**Dept 000 – Non-Departmental**

**Senior Center Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>54 – Maintenance of Equipment</b>	<b>\$193</b>	<b>\$242</b>	<b>\$250</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

160-SENIOR CENTER  
050-SOCIAL SERVICES  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MAINTENANCE OF EQUIPMENT</u>							
050-000-5412	SERVICE CENT PRORATED E	193	250	242	242	250	8
TOTAL MAINTENANCE OF EQUIPMENT		193	250	242	242	250	8
TOTAL 000-NON-DEPARTMENTAL		193	250	242	242	250	8
		=====	=====	=====	=====	=====	=====

**PUBLIC EDUCATION GRANT - PEG FUND 170**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$172,135	\$216,515	\$211,672
<u>Receipts</u>			
Cable Franchise-PEG Fees	50,444	48,000	48,000
Miscellaneous	3,322	1,500	1,000
Total Receipts	53,766	49,500	49,000
<u>Expenditures</u>			
Office Supplies	7,414	2,000	2,000
Miscellaneous	0	343	5,451
Maintenance of Equipment	1,972	2,000	2,000
Equipment	0	50,000	16,144
Total Expenditures	9,386	54,343	25,595
Increase (Decrease) in Fund Balance	44,380	(4,843)	23,405
Ending Fund Balance	\$216,515	\$211,672	\$235,077

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

170-PEG FUND

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>40-FEES</u>							
4054-01	CABLE FRANCHISE-PEG FEES	50,444	50,000	36,209	48,000	48,000	0
TOTAL 40-FEES		50,444	50,000	36,209	48,000	48,000	0
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	3,322	2,800	1,524	1,500	1,000	500
TOTAL 46-INTEREST INCOME		3,322	2,800	1,524	1,500	1,000	500
*** TOTAL BUDGETED REVENUES ***		53,766	52,800	37,734	49,500	49,000	500
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

170-PEG FUND

002-FINANCE

140-INFORMATION TECHNOLOG

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>SUPPLIES &amp; MATERIALS</u>							
002-140-5110	OFFICE SUPPLIES	7,414	0	0	2,000	2,000	0
TOTAL SUPPLIES & MATERIALS		7,414	0	0	2,000	2,000	0
<u>MAINTENANCE OF EQUIPMENT</u>							
002-140-5414	MAINTENANCE EQUIPMENT	1,972	0	0	2,000	2,000	0
TOTAL MAINTENANCE OF EQUIPMENT		1,972	0	0	2,000	2,000	0
<u>MISCELLANEOUS</u>							
002-140-5641	ADMINISTRATIVE FEES	0	16,978	229	343	5,451	5,108
002-140-5641	PERMANENT NOTES: Administrative fees paid to general fund.						
TOTAL MISCELLANEOUS		0	16,978	229	343	5,451	5,108
<u>EQUIPMENT</u>							
002-140-6310-01	PEG Equipment	0	16,144	42,342	50,000	16,144	( 33,856)
002-140-6310-01	NEXT YEAR NOTES: \$16,144 Remo Remote						
TOTAL EQUIPMENT		0	16,144	42,342	50,000	16,144	( 33,856)
TOTAL 140-INFORMATION TECHNOLOG		9,386	33,122	42,571	54,343	25,595	( 28,748)
		=====	=====	=====	=====	=====	=====

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

170-PEG FUND  
002-FINANCE  
140-INFORMATION TECHNOLOG

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	

DEPARTMENTAL NOTES

TOTAL 002-FINANCE	9,386	33,122	42,571	54,343	25,595	( 28,748)
	=====	=====	=====	=====	=====	=====

*** TOTAL BUDGETED EXPENSES ***	9,386	33,122	42,571	54,343	25,595	( 28,748)
	=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**POLICE FEDERAL SEIZURE - FUND 180**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$0	(\$161,332)	(\$161,330)
<u>Receipts</u>			
Seizure - U. S. Dept Treasury	2,318	0	0
Miscellaneous	1,191	2	1
Total Receipts	3,509	2	1
<u>Expenditures</u>			
Buildings & Structures	13,500	0	0
Motor Vehicles	151,341	0	0
Total Expenditures	164,841	0	0
Increase (Decrease) in Fund Balance	(161,332)	2	1
Ending Fund Balance	(\$161,332)	(\$161,330)	(\$161,329)

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

180-FEDERAL FORFEITURE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>42-GRANTS &amp; OTHER AGENCIES</u>							
4224-01	SEIZURES - U.S. DEPT JUSTICE	0	0	0	0	0	0
4224-02	SEIZURES - U.S. DEPT TREASURY	2,318	0	0	0	0	0
TOTAL 42-GRANTS & OTHER AGENCIES		2,318	0	0	0	0	0
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	1,191	200	2	2	1	1
TOTAL 46-INTEREST INCOME		1,191	200	2	2	1	1
*** TOTAL BUDGETED REVENUES ***		3,508	200	2	2	1	1
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 201 – Police

## Federal Seizure Fund - 180

The Federal Seizure Fund encompasses the seizure and forfeiture of assets that represent the proceeds of, or were used to facilitate federal crimes. It is designed to encourage local law enforcement agencies to actively pursue apprehending criminals and seizing the assets used in their criminal activities. This encouragement is accomplished by allowing the local law enforcement agencies to keep some of the seized assets, and spend them outside of their normal operating budgets on eligible expenditures.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>60 – Capital Outlay</b>	<b>\$164,841</b>	<b>\$0</b>	<b>\$0</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

180-FEDERAL FORFEITURE  
011-POLICE  
201-NARCOTICS TASK FORCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>BUILDING &amp; STRUCTURES</u>							
011-201-6226	MISCELLANEOUS STRUCTURE	13,500	0	0	0	0	0
TOTAL BUILDING & STRUCTURES		13,500	0	0	0	0	0
<u>VEHICLES</u>							
011-201-6401	MOTOR VEHICLES	151,341	0	0	0	0	0
TOTAL VEHICLES		151,341	0	0	0	0	0
TOTAL 201-NARCOTICS TASK FORCE		164,841	0	0	0	0	0
		=====	=====	=====	=====	=====	=====
TOTAL 011-POLICE		164,841	0	0	0	0	0
		=====	=====	=====	=====	=====	=====
*** TOTAL BUDGETED EXPENSES ***		164,841	0	0	0	0	0
		=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**POLICE STATE SEIZURE - FUND 182**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$44,984	\$13,491	\$15,191
<u>Receipts</u>			
Seizure - State	14,614	1,600	2,000
Miscellaneous	660	100	50
Total Receipts	15,274	1,700	2,050
<u>Expenditures</u>			
Supplies & Materials	12,571	0	0
Capital Outlay	34,196	0	0
Total Expenditures	46,767	0	0
Increase (Decrease) in Fund Balance	(31,493)	1,700	2,050
Ending Fund Balance	\$13,491	\$15,191	\$17,241

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

182-STATE FORFEITURE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR---		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
			BUDGET	ACTUAL			
<u>42-GRANTS &amp; OTHER AGENCIES</u>							
4224-03	SEIZURES - STATE AGENCIES	14,614	5,000	2,561	1,600	2,000	( 400)
TOTAL 42-GRANTS & OTHER AGENCIES		14,614	5,000	2,561	1,600	2,000	( 400)
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	660	500	103	100	50	50
TOTAL 46-INTEREST INCOME		660	500	103	100	50	50
<u>47-PROPERTY</u>							
4708	SALE OF SEIZED ASSETS	0	0	0	0	0	0
TOTAL 47-PROPERTY		0	0	0	0	0	0
*** TOTAL BUDGETED REVENUES ***		15,274	5,500	2,663	1,700	2,050	( 350)
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 201 – Police

## State Seizure Fund - 182

The State Seizure Fund is established by Chapter 59 of the Texas Code of Criminal Procedure. It is designed to encourage local law enforcement agencies to actively pursue apprehending criminals and seizing the assets used in their criminal activities. This encouragement is accomplished by allowing the local law enforcement agencies to keep some of the seized assets, and spend them outside of their normal operating budgets on eligible expenditures identified in Chapter 59.

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>51 – Supplies and Materials</b>	<b>\$12,571</b>	<b>\$0</b>	<b>\$0</b>
<b>60 – Capital Outlay</b>	<b>34,196</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$46,768</b>	<b>\$0</b>	<b>\$0</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

182-STATE FORFEITURE  
011-POLICE  
201-NARCOTICS TASK FORCE

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>SUPPLIES &amp; MATERIALS</u>							
011-201-5117	MINOR APPARATUS	12,571	0	0	0	0	0
TOTAL SUPPLIES & MATERIALS		12,571	0	0	0	0	0
<u>BUILDING &amp; STRUCTURES</u>							
011-201-6226	MISCELLANEOUS STRUCTURE	5,765	0	0	0	0	0
TOTAL BUILDING & STRUCTURES		5,765	0	0	0	0	0
<u>EQUIPMENT</u>							
011-201-6310	FURNITURE, FIXTURE	0	0	0	0	0	0
011-201-6311	MACHINERY & EQUIPMENT	28,431	0	0	0	0	0
TOTAL EQUIPMENT		28,431	0	0	0	0	0
TOTAL 201-NARCOTICS TASK FORCE		46,768	0	0	0	0	0
		=====	=====	=====	=====	=====	=====
TOTAL 011-POLICE		46,768	0	0	0	0	0
		=====	=====	=====	=====	=====	=====
*** TOTAL BUDGETED EXPENSES ***		46,768	0	0	0	0	0
		=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

**CEMETERY FUND - FUND 625**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Fund Balance	\$60,464	\$46,655	\$39,841
<u>Receipts</u>			
Lot Sales	51,300	20,000	32,000
Interments	54,153	26,000	45,000
Other Income	3,248	1,575	1,000
Other Financing Sources	0	62,500	0
Total Receipts	108,701	110,075	78,000
<u>Transfers-In</u>			
General Fund	0	90,000	70,000
Cemetery Permanent Care Fund	8,425	4,000	1,500
Total Transfers-In	8,425	94,000	71,500
Total Current Receipts	117,126	204,075	149,500
<u>Expenditures</u>			
Personnel Services	80,629	95,008	107,655
Supplies and Materials	9,201	9,800	10,420
Maintenance of Buildings	3,529	2,500	2,500
Maintenance of Equipment	17,990	12,779	13,583
Contractual Services	8,064	8,500	8,500
Debt Service	11,522	19,802	17,781
Equipment	0	62,500	0
Total Budgeted Expenditures	130,935	210,889	160,439
Increase (Decrease) in Fund Balance	(13,809)	(6,814)	(10,939)
Ending Fund Balance	\$46,655	\$39,841	\$28,902

## REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

## 625-CEMETERY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	---CURRENT YEAR--- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>46-INTEREST INCOME</u>							
4602	INTEREST INCOME	2,364	1,700	1,015	1,000	400	600
TOTAL 46-INTEREST INCOME		2,364	1,700	1,015	1,000	400	600
<u>47-PROPERTY</u>							
4721	CEMETERY LOT SALES OPERATING	51,300	35,000	17,850	20,000	32,000	( 12,000)
4724	INTERMENTS OPERATING	54,153	55,000	16,126	26,000	45,000	( 19,000)
4726	CEMETERY ADMINISTRATION FEES	884	600	385	550	600	( 50)
TOTAL 47-PROPERTY		106,337	90,600	34,361	46,550	77,600	( 31,050)
<u>48-TRANSFER FROM OTHER FUNDS</u>							
4810	TRANSFERS FROM GENERAL FUND	0	70,000	40,000	90,000	70,000	20,000
4814	TRANSFER FROM CEMET PERM CARE	8,425	7,000	3,126	4,000	1,500	2,500
TOTAL 48-TRANSFER FROM OTHER FUNDS		8,425	77,000	43,126	94,000	71,500	22,500
4810 TRANSFERS FROM GENERAL FUND	PERMANENT NOTES: General Fund's Subsidy to Cemetery Fund.						
<u>49-MISCELLANEOUS</u>							
4903	INSURANCE RECOVERY	0	0	0	0	0	0
4906	RETURNED CHECK FEES	0	0	25	25	0	25
4921	OTHER FINANCING SOURCES	0	62,500	62,500	62,500	0	62,500
TOTAL 49-MISCELLANEOUS		0	62,500	62,525	62,525	0	62,525
4921 OTHER FINANCING SOURCES	CURRENT YEAR NOTES: \$12,500 John Deere Zero Turn Mower 50,000 Used Backhoe						

REVENUE BUDGET PROPOSAL

AS OF: MAY 31ST, 2020

625-CEMETERY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	---CURRENT YEAR---		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
*** TOTAL BUDGETED REVENUES ***							
		117,126	231,800	141,028	204,075	149,500	54,575
		=====	=====	=====	=====	=====	

\*\*\* END OF REPORT \*\*\*

## Dept 920 - Cemetery

## Cemetery Fund

Cemetery personnel are responsible for the care and upkeep of the cemetery grounds including lots and graves not maintained by other organizations.

### *ACHIEVEMENTS*

- Continued upgrade of aesthetics within Cemetery
- Trimmed trees in all areas of Cemetery

### *GOALS*

- Continue to level/repair headstones
- Continue to upgrade aesthetics of Cemetery
- Improve maintenance and grounds keeping of Cemetery

	<b>Actual 2018-19</b>	<b>Revised 2019-20</b>	<b>Proposed 2020-21</b>
<b>50 – Personnel Services</b>	<b>\$80,629</b>	<b>\$95,008</b>	<b>\$107,655</b>
<b>51 – Supplies and Materials</b>	<b>9,201</b>	<b>9,800</b>	<b>10,420</b>
<b>53 – Maintenance of Bldg./Structures</b>	<b>3,529</b>	<b>2,500</b>	<b>2,500</b>
<b>54 – Maintenance of Equipment</b>	<b>17,721</b>	<b>12,225</b>	<b>12,983</b>
<b>55 – Contractual Services</b>	<b>8,064</b>	<b>8,500</b>	<b>8,500</b>
<b>60 – Capital Outlay</b>	<b>0</b>	<b>62,500</b>	<b>0</b>
<b>Totals</b>	<b>\$119,144</b>	<b>\$190,533</b>	<b>\$142,058</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

625-CEMETERY  
028-CEMETERY  
920-CEMETERY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>							
028-920-5010	SALARIES	47,007	61,301	34,808	58,490	62,891	4,401
028-920-5014	EXCEPTIONAL CONDITIONS	0	0	0	0	0	0
028-920-5021	TERMINATION PAY	0	0	0	0	0	0
028-920-5022	VACATION BUY BACK (	1,156)	1,027	635	635	1,027	392
028-920-5035	OVERTIME	1,062	3,000	869	1,459	3,000	1,541
028-920-5045	LONGEVITY	54	294	15	15	279	264
028-920-5050	RETIREMENT	7,734	11,641	5,686	9,677	11,921	2,244
028-920-5055	STANDBY PAY	0	0	0	0	0	0
028-920-5060	GROUP INSURANCE	17,364	22,114	10,174	17,017	18,681	1,664
028-920-5065	WORKERS' COMPENSATION	4,635	4,472	2,236	2,236	4,581	2,345
028-920-5070	RETIREMENT-DEFERRED COM	2,620	3,616	2,104	3,411	3,703	292
028-920-5075	LIFE & DISABILITY INSUR	602	625	268	493	310 (	183)
028-920-5080	MEDICARE	689	952	554	896	974	78
028-920-5085	UNEMPLOYMENT TAXES	18	18	151	679	288 (	391)
TOTAL PERSONNEL SERVICES		80,629	109,060	57,499	95,008	107,655	12,647

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

625-CEMETERY  
028-CEMETERY  
920-CEMETERY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
<u>SUPPLIES &amp; MATERIALS</u>							
028-920-5110	OFFICE SUPPLIES	102	300	10	100	300	200
028-920-5114	WEARING APPAREL	558	500	582	600	600	0
028-920-5116	GASOLINE, OIL, & GREASE	2,830	2,500	2,066	3,000	3,000	0
028-920-5117	MINOR APPARATUS	1,775	1,800	1,663	1,900	1,800	( 100)
028-920-5118	JANITORIAL SUPPLIES	153	200	121	200	200	0
028-920-5122	PLANTS & GRASS	0	500	0	0	500	500
028-920-5123	OTHER SUPPLIES	343	500	202	500	500	0
028-920-5124	POSTAGE	7	20	0	0	20	20
028-920-5128	UTILITIES	<u>3,434</u>	<u>7,000</u>	<u>1,785</u>	<u>3,500</u>	<u>3,500</u>	<u>0</u>
TOTAL SUPPLIES & MATERIALS		9,201	13,320	6,429	9,800	10,420	620
<u>MAINTENANCE OF BUILDINGS/</u>							
028-920-5311	MAINTENANCE OF BUILDING	2,299	2,000	811	1,500	1,500	0
028-920-5326	MISCELLANEOUS IMPROVEME	<u>1,231</u>	<u>1,500</u>	<u>238</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>
TOTAL MAINTENANCE OF BUILDINGS/		3,529	3,500	1,050	2,500	2,500	0
<u>MAINTENANCE OF EQUIPMENT</u>							
028-920-5411	I.T. MAINT & AGREEMENTS	1,109	1,500	1,165	1,165	1,523	358
028-920-5412	VEHICLE MAINTENANCE	11,324	10,000	7,709	10,000	10,000	0
028-920-5413	MAINT. OF FIRE APPARATU	0	60	0	60	60	0
028-920-5417	MAINT OF MOWERS	149	1,000	0	250	500	250

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

625-CEMETERY  
028-CEMETERY  
920-CEMETERY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR	--CURRENT YEAR--		REVISED	PROPOSED	VARIANCE
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	
028-920-5422	MAINT HEATING & COOLING	0	400	54	250	400	150
028-920-5425	MAINT. MACHINERY, TOOLS	5,138	1,300	0	500	500	0
	TOTAL MAINTENANCE OF EQUIPMENT	17,721	14,260	8,927	12,225	12,983	758
<u>CONTRACTUAL SERVICES</u>							
028-920-5511	COMMUNICATIONS	2,361	2,450	1,634	2,450	2,450	0
028-920-5520	INSURANCE	1,540	1,800	1,446	1,800	1,800	0
028-920-5521	SPECIAL SERVICES	1,166	1,700	808	1,200	1,200	0
028-920-5550	ELECTRICITY	1,176	2,500	466	1,200	1,200	0
028-920-5560	GAS FOR HEATING	1,821	1,600	1,384	1,850	1,850	0
028-920-5521	PERMANENT NOTES: Alarm system monitoring and recording of deed records						
	TOTAL CONTRACTUAL SERVICES	8,064	10,050	5,737	8,500	8,500	0
<u>MISCELLANEOUS</u>							
028-920-5645	LATE PAY FEES & PENALTI	0	0	0	0	0	0
	TOTAL MISCELLANEOUS	0	0	0	0	0	0
<u>EQUIPMENT</u>							
028-920-6314	MOWERS & EQUIPMENT	0	12,500	62,500	62,500	0	( 62,500)
	TOTAL EQUIPMENT	0	12,500	62,500	62,500	0	( 62,500)

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

625-CEMETERY  
028-CEMETERY  
920-CEMETERY

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET	ACTUAL	REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>VEHICLES</u>							
028-920-6404	HEAVY EQUIPMENT	0	50,000	0	0	0	0
TOTAL VEHICLES		0	50,000	0	0	0	0
TOTAL 920-CEMETERY		119,144	212,690	142,142	190,533	142,058	( 48,475)
		=====	=====	=====	=====	=====	=====
<u>DEPARTMENTAL NOTES</u>							
TOTAL 028-CEMETERY		119,144	212,690	142,142	190,533	142,058	( 48,475)
		=====	=====	=====	=====	=====	=====

**Dept 000 – Non-Departmental**

**Cemetery Fund**

Non-Departmental accounts for any expenses that are not exclusively within the functional responsibilities of any one department, as well as contributions to other programs or agencies.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 202-21</u>
<b>54 – Maintenance of Equipment</b>	<b>\$269</b>	<b>\$554</b>	<b>\$600</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

625-CEMETERY  
001-ADMINISTRATION  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>MAINTENANCE OF EQUIPMENT</u>							
001-000-5412	SERVICE CENT PRORATED E	269	350	554	554	600	46
TOTAL MAINTENANCE OF EQUIPMENT		269	350	554	554	600	46
TOTAL 000-NON-DEPARTMENTAL		269	350	554	554	600	46
		=====	=====	=====	=====	=====	=====
TOTAL 001-ADMINISTRATION		269	350	554	554	600	46
		=====	=====	=====	=====	=====	=====

# Debt Service

# Cemetery Fund

Debt Service is a Non-Departmental activity that accounts for lease purchase for equipment purchased with this funding.

	<u>Actual 2018-19</u>	<u>Revised 2019-20</u>	<u>Proposed 2020-21</u>
<b>Total Debt Service</b>	<b>\$11,522</b>	<b>\$19,802</b>	<b>\$17,781</b>

BUDGET PRESENTATION  
AS OF: MAY 31ST, 2020

625-CEMETERY  
070-DEBT SERVICE  
000-NON-DEPARTMENTAL

ACCOUNT #	ACCOUNT NAME	PRIOR-YR ACTUAL	--CURRENT YEAR-- BUDGET      ACTUAL		REVISED BUDGET	PROPOSED BUDGET	VARIANCE
<u>DEBT SERVICE</u>							
070-000-5701-03	DEBT SVC-2013-14 EQUIPM	1,610	0	0	0	0	0
070-000-5701-57	DEBT SVC-2015-16 EQUIPM	7,977	7,977	5,318	7,977	2,659	( 5,318)
070-000-5701-59	DEBT SVC-2017-18 EQUIPM	1,935	1,935	1,290	1,935	1,935	0
070-000-5701-61	DEBT SVC-2019-20 EQUIPM	0	10,000	6,593	9,890	13,187	3,297
<b>TOTAL DEBT SERVICE</b>		<u>11,522</u>	<u>19,912</u>	<u>13,201</u>	<u>19,802</u>	<u>17,781</u>	<u>( 2,021)</u>
<b>TOTAL 000-NON-DEPARTMENTAL</b>		11,522	19,912	13,201	19,802	17,781	( 2,021)
		=====	=====	=====	=====	=====	=====
<b>TOTAL 070-DEBT SERVICE</b>		11,522	19,912	13,201	19,802	17,781	( 2,021)
		=====	=====	=====	=====	=====	=====
<b>*** TOTAL BUDGETED EXPENSES ***</b>		130,935	232,952	155,897	210,889	160,439	( 50,450)
		=====	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*



**GENERAL DEBT SERVICE FUND-2007 SERIES  
GENERAL OBLIGATION BONDS - FUND 255  
SUMMARY OF RECEIPTS AND EXPENDITURES  
2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance	(\$153,327)		
<u>Receipts</u>			
Current Taxes	161,868		
Delinquent Taxes	4,477		
Penalty and Interest	2,103		
Interest Income	(569)		
Total Current Receipts	167,878		
<u>Expenditures</u>			
Bond Maturities	0		
Interest	0		
Agents Fees	0		
Total Budgeted Expenditures	0		
Transfers Out			
Transfers to other Bond Debt Service Funds	14,551		
Increase (Decrease) in Fund Balance	153,327		
Ending Restricted Fund Balance	0		

**GENERAL DEBT SERVICE FUND-2007 SERIES - FUND 256**  
**TAX SUPPORTED CERTIFICATES OF OBLIGATION**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance	(\$9,891)		
<u>Receipts</u>			
Current Taxes	38,082		
Delinquent Taxes	1,053		
Penalty and Interest	495		
Interest Income	(462)		
Total Current Receipts	39,168		
Transfer from General Fund	175,933		
<u>Expenditures</u>			
Bond Maturities	190,000		
Interest	4,025		
Agents Fees	675		
Total Budgeted Expenditures	194,700		
Transfers Out			
Transfers to other Bond Debt Service Funds	10,510		
Increase (Decrease) in Fund Balance	(155,532)		
Ending Restricted Fund Balance	\$0		

**GENERAL DEBT SERVICE FUND-2007 SERIES - FUND 478**  
**UTILITY REVENUE CERTIFICATES OF OBLIGATION**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance	\$33,596	\$5,557	
<u>Receipts</u>			
Interest Income	996	478	
Total Receipts	996	478	
<u>Transfers-In</u>			
Utility Fund	17,084	34,737	
Total Current Receipts	18,080	35,215	
<u>Expenditures</u>			
Bond Maturities	35,000	35,000	
Interest	10,744	5,022	
Agents Fees	375	750	
Total Budgeted Expenditures	46,119	40,772	
Increase (Decrease) in Fund Balance	(28,039)	(5,557)	
Ending Restricted Fund Balance	\$5,557	\$0	

**GENERAL DEBT SERVICE FUND-2010 SERIES - FUND 257**  
**TAX AND REVENUE CERTIFICATES OF OBLIGATION**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance	(\$52,771)	\$21,031	
<u>Receipts</u>			
Current Taxes	351,519	246,059	
Delinquent Taxes	18,352	4,599	
Penalty and Interest	11,216	3,262	
Interest Income	365	499	
Total Receipts	381,452	254,419	
<u>Transfers In</u>			
Transfer in from Debt Svc with Bonds paid off	14,551	0	
Total Current Receipts	396,003	254,419	
<u>Expenditures</u>			
Bond Maturities	195,000	200,000	
Interest	112,250	54,419	
Agents Fees	400	0	
Total Budgeted Expenditures	307,650	254,419	
<u>Transfers Out</u>			
Transfer out to new 2020 Refund Debt Svc		21,031	
Increase (Decrease) in Fund Balance	73,802	(21,031)	
Ending Restricted Fund Balance	\$21,031	\$0	

**TAX AND REVENUE CERTIFICATES OF OBLIGATION - SERIES 2012**  
**REVENUE SUPPORTED - FUND 480**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance	\$30,103	\$38,948	\$45,330
<u>Receipts</u>			
Revenue from EDC	750,000	750,000	750,000
Interest Income	2,164	1,000	850
Total Receipts	752,164	751,000	750,850
<u>Transfers-In</u>			
Utility Fund	72,000	72,000	72,000
Total Current Receipts	824,164	823,000	822,850
<u>Expenditures</u>			
Bond Maturities	515,000	530,000	550,000
Interest	299,919	286,118	269,918
Agents Fees	400	500	500
Total Budgeted Expenditures	815,319	816,618	820,418
Increase (Decrease) in Fund Balance	8,845	6,382	2,432
Ending Restricted Fund Balance	\$38,948	\$45,330	\$47,762

**TAX AND REVENUE CERTIFICATES OF OBLIGATION - SERIES 2012**  
**REVENUE SUPPORTED - FUND 480**  
**SCHEDULE OF REQUIREMENTS**  
**OCTOBER 1, 2020 TO MATURITY**

Fiscal Year Ending 9-30	Outstanding Beginning of Year	Principal	Interest	Total
2021	7,885,000	550,000	269,918	819,918
2022	7,335,000	565,000	253,193	818,193
2023	6,770,000	580,000	236,018	816,018
2024	6,190,000	600,000	218,318	818,318
2025	5,590,000	620,000	200,018	820,018
2026	4,970,000	640,000	180,718	820,718
2027	4,330,000	660,000	159,993	819,993
2028	3,670,000	680,000	138,218	818,218
2029	2,990,000	705,000	115,272	820,272
2030	2,285,000	725,000	90,688	815,688
2031	1,560,000	760,000	59,000	819,000
2032	800,000	800,000	20,000	820,000
		\$7,885,000	\$1,941,354	\$9,826,354

**TAX AND REVENUE CERTIFICATES OF OBLIGATION - SERIES 2012**  
**REVENUE SUPPORTED - FUND 480**  
**SCHEDULE OF REQUIREMENTS**  
**OCTOBER 1, 2020 TO MATURITY**

Fiscal year Ending 9-30	2-15		8-15	Total
	Principal	Interest	Interest	
2021	550,000.00	139,084.00	130,834.00	819,918.00
2022	565,000.00	130,834.00	122,359.00	818,193.00
2023	580,000.00	122,359.00	113,659.00	816,018.00
2024	600,000.00	113,659.00	104,659.00	818,318.00
2025	620,000.00	104,659.00	95,359.00	820,018.00
2026	640,000.00	95,359.00	85,359.00	820,718.00
2027	660,000.00	85,359.00	74,634.00	819,993.00
2028	680,000.00	74,634.00	63,584.00	818,218.00
2029	705,000.00	63,584.00	51,688.00	820,272.00
2030	725,000.00	51,688.00	39,000.00	815,688.00
2031	760,000.00	39,000.00	20,000.00	819,000.00
2032	800,000.00	20,000.00	0.00	820,000.00
<b>TOTAL</b>	<b>7,885,000.00</b>	<b>1,040,219.00</b>	<b>901,135.00</b>	<b>9,826,354.00</b>

INTEREST RATE: 2.0% - 5.0%  
ORIGINAL ISSUE AMOUNT: \$11,725,000  
TERM (YEARS): 20  
PAYING AGENT: U.S. Bank National Association, Dallas, Texas  
PAYING DATES: Principal - February 15th  
Interest - February 15th and August 15th

**GENERAL DEBT SERVICE FUND-2016 SERIES - FUND 258**  
**GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**2020-21**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance	20,477	7,758	\$93,509
<u>Receipts</u>			
Current Taxes	859,681	987,401	880,000
Delinquent Taxes	31,174	22,000	22,000
Penalty and Interest	20,927	11,400	11,400
Interest Income	1,389	1,200	1,200
Total Receipts	913,171	1,022,001	914,600
<u>Transfers In</u>			
Transfer in from Debt Svc with Bonds paid off	10,510	0	0
Total Revenues	923,681	1,022,001	914,600
<u>Expenditures</u>			
Bond Maturities	755,000	770,000	790,000
Interest	180,950	165,700	150,100
Agents Fees	450	550	550
Total Budgeted Expenditures	936,400	936,250	940,650
Increase (Decrease) in Fund Balance	(12,719)	85,751	(26,050)
Ending Restricted Fund Balance	7,758	93,509	67,459

**TAX AND REVENUE DEBT SERVICE FUND-258 SERIES  
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016  
SCHEDULE OF REQUIREMENTS  
OCTOBER 1, 2019 TO MATURITY**

<u>Fiscal year Ending 9-30</u>	<u>Outstanding Beginning of Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	6,070,000	790,000	150,100	940,100
2022	5,280,000	800,000	134,200	934,200
2023	4,480,000	820,000	118,000	938,000
2024	3,660,000	840,000	97,200	937,200
2025	2,820,000	860,000	71,700	931,700
2026	1,960,000	965,000	44,325	1,009,325
2027	995,000	995,000	14,925	1,009,925
		<u>\$6,070,000</u>	<u>630,450</u>	<u>6,700,450</u>

**TAX SUPPORTED DEBT SERVICE, 2016 SERIES  
GENERAL OBLIGATION REFUNDING - FUND 258  
SCHEDULE OF REQUIREMENTS  
OCTOBER 1, 2019 TO MATURITY**

Fiscal year Ending 9-30	2-15		8-15	Total
	Principal	Interest	Interest	
2021	790,000.00	79,000.00	71,100.00	940,100.00
2022	800,000.00	71,100.00	63,100.00	934,200.00
2023	820,000.00	63,100.00	54,900.00	938,000.00
2024	840,000.00	54,900.00	42,300.00	937,200.00
2025	860,000.00	42,300.00	29,400.00	931,700.00
2026	965,000.00	29,400.00	14,925.00	1,009,325.00
2027	995,000.00	14,925.00	-	1,009,925.00
<b>TOTAL</b>	<b>6,070,000.00</b>	<b>354,725.00</b>	<b>275,725.00</b>	<b>6,700,450.00</b>

INTEREST RATE: 2.0% - 3.0%  
ORIGINAL ISSUE AMOUNT: \$7,980,000  
TERM (YEARS): 12  
PAYING AGENT: U.S. Bank National Association, Dallas, Texas  
PAYING DATES: Principal - February 15th  
Interest - February 15th and August 15th

**GENERAL DEBT SERVICE FUND-2020 SERIES - FUND 259**  
**TAX SUPPORTED GENERAL OBLIGATION**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**GOVERNMENTAL PORTION OF 2020 GO**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance		\$0	(3,141)
<u>Receipts</u>			
Current Taxes		9,563	0
Delinquent Taxes		7,916	0
Penalty and Interest		4,524	0
Interest Income		0	0
Total Current Receipts		22,003	0
Transfer from 2010 Debt Service		21,031	0
Total Funds Available		43,034	(3,141)
<u>Expenditures</u>			
Bond Maturities		0	205,000
Interest		45,500	86,900
Agents Fees		675	675
Total Budgeted Expenditures		46,175	292,575
Transfers Out			0
Transfers to other Bond Debt Service Funds			0
Increase (Decrease) in Fund Balance		(24,172)	(295,716)
Ending Restricted Fund Balance		(\$3,141)	(\$295,716)

**TAX SUPPORTED GENERAL OBLIGATION  
GENERAL DEBT SERVICE FUND-2020 SERIES - FUND 259  
SCHEDULE OF REQUIREMENTS  
OCTOBER 1, 2021 TO MATURITY**

Fiscal year Ending 9-30	2-15		8-15	Total
	Principal	Interest	Interest	
2021	205,000	45,500	41,400	291,900
2022	215,000	41,400	37,100	293,500
2023	230,000	37,100	32,500	299,600
2024	230,000	32,500	27,900	290,400
2025	240,000	27,900	23,100	291,000
2026	215,000	23,100	18,800	256,900
2027	220,000	18,800	14,400	253,200
2028	230,000	14,400	9,800	254,200
2029	240,000	9,800	5,000	254,800
2030	250,000	5,000	0	255,000
<b>TOTAL</b>	<b>2,275,000</b>	<b>255,500</b>	<b>210,000</b>	<b>2,740,500</b>

INTEREST RATE: 4.00%  
ORIGINAL ISSUE AMOUNT: \$2,275,000  
TERM (YEARS): 10  
PAYING AGENT: U.S Bank National Association  
PAYING DATES: Principal - February 15th  
Interest - February 15th and August 15th  
Callable Date 2/15/2028

**TAX AND REVENUE DEBT SERVICE FUND-2020 SERIES  
 CERTIFICATES OF OBLIGATION  
 SCHEDULE OF REQUIREMENTS  
 OCTOBER 1, 2021 TO MATURITY  
 Fund 259 & 482 Governmental & Business Activities**

<u>Fiscal year Ending 9-30</u>	<u>Outstanding Beginning of Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	2,455,000	225,000	93,700	318,700
2022	2,230,000	235,000	84,500	319,500
2023	1,995,000	245,000	74,900	319,900
2024	1,750,000	245,000	65,100	310,100
2025	1,505,000	260,000	55,000	315,000
2026	1,245,000	230,000	45,200	275,200
2027	1,015,000	240,000	35,800	275,800
2028	775,000	245,000	26,100	271,100
2029	530,000	260,000	16,000	276,000
2030	270,000	270,000	5,400	275,400
		2,455,000	501,700	2,956,700

**GENERAL DEBT SERVICE FUND-2020 SERIES - FUND 482**  
**UTILITY REVENUE CERTIFICATES OF OBLIGATION**  
**SUMMARY OF RECEIPTS AND EXPENDITURES**  
**BUSINESS TYPE PORTION OF 2020 GO**

	ACTUAL 2018-19	ESTIMATED 2019-20	PROPOSED 2020-21
Beginning Restricted Fund Balance		\$0	\$74,346
<u>Receipts</u>			
Interest Income		\$50	\$250
Total Receipts		\$50	\$250
<u>Transfers-In</u>			
Utility Fund		\$17,320	\$33,600
Fund 478 from 2020 GO Refunding		\$60,576	\$0
Total Transfers-In		\$77,896	\$33,600
Total Current Receipts		\$77,946	\$33,850
<u>Expenditures</u>			
Bond Maturities		\$0	\$20,000
Interest		\$3,600	\$6,800
Agents Fees		\$0	\$375
Total Budgeted Expenditures		\$3,600	\$27,175
Increase (Decrease) in Fund Balance		\$74,346	\$6,675
Ending Restricted Fund Balance		\$74,346	\$81,021

**UTILITY REVENUE SUPPORTED DEBT SERVICE, 2020 GO Series  
 CERTIFICATES OF OBLIGATION - FUND 482  
 SCHEDULE OF REQUIREMENTS  
 OCTOBER 1, 2020 TO MATURITY**

Fiscal year Ending 9-30	2-15		8-15	Total
	Principal	Interest	Interest	
2021	20,000.00	3,600.00	3,200.00	26,800.00
2022	20,000.00	3,200.00	2,800.00	26,000.00
2023	15,000.00	2,800.00	2,500.00	20,300.00
2024	15,000.00	2,500.00	2,200.00	19,700.00
2025	20,000.00	2,200.00	1,800.00	24,000.00
2026	15,000.00	1,800.00	1,500.00	18,300.00
2027	20,000.00	1,500.00	1,100.00	22,600.00
2028	15,000.00	1,100.00	800.00	16,900.00
2029	20,000.00	800.00	400.00	21,200.00
2030	20,000.00	400.00		20,400.00
<b>TOTAL</b>	<b>180,000.00</b>	<b>19,900.00</b>	<b>16,300.00</b>	<b>216,200.00</b>

INTEREST RATE: 4.00%  
 ORIGINAL ISSUE AMOUNT: \$180,000  
 TERM (YEARS): 10  
 PAYING AGENT: U.S Bank National Association  
 PAYING DATES: Principal - February 15th  
 Interest - February 15th and August 15th  
 Callable Date 2/15/2028

**BUDGETED CAPITAL & IMPROVEMENTS**  
**Fiscal Year 2020-2021**

**General Fund 002**

<u>Department</u>	<u>Description</u>	<u>Qty.</u>	<u>Funding Source</u>	<u>Account</u>	<u>Price</u>
000-Non Dept	Econ. Development	1	Operations	002-001-000-5617	\$ 230,000
140-IT	Meraki SFP Switch L3	1	Operations	002-140-6310	6,500
320-Streets	Sealcoat/Street Repair	1	Operations	022-320-6219	1,000,000
390-Golf Course	Security Camera System	1	Operations	027-390-6311	6,000
					<b>\$ 1,242,500</b>

**Peg Fund 170**

<u>Department</u>	<u>Description</u>	<u>Qty.</u>	<u>Funding Source</u>	<u>Price</u>
170-Peg Fund	Remo Remote	1	Operations	002-140-6310-01 \$ 16,144
				<b>\$ 16,144</b>

**Utility Fund 405**

<u>Department</u>	<u>Description</u>	<u>Qty.</u>	<u>Funding Source</u>	<u>Account</u>	<u>Price</u>
705 - Water Treatment	Turbine Pump Repairs	1	Operations	021-705-5313	200,000
	Utility Risk & Resilience Study	1	Operations	021-705-5521-14	100,000
	Chlorine Building Repairs	1	Operations	021-705-5311	150,000
710 - D&C	Distribution Lines	N/A	Operations	021-710-6316	1,700,000
735 - Customer Service	3rd St. Water Office Building	N/A	Operations	002-735-6201	143,228
740-Wastewater Treatment Plant	Treatment Plants	N/A	Operations	0201-740-6213	2,000,000
	Grit Removal System Rehab	N/A	Operations	0201-740-6213	500,000
					<b>\$ 4,793,228</b>

**Airpark Fund 410**

610 - Airpark	Property Management Software	1	Operations	021-610-6310	50,000
	Additional Hangar for Museum	1	Operations	021-610-6200	120,000
	Building repairs, Upgrades & Abatements	N/A	Operations	021-610-6218	1,560,000
	Runway Lighting	N/A	Operations	021-610-6229	204,000
	John Deer Mower	1	Lease-Purchase	021-610-6404	20,000
					<b>\$ 1,954,000</b>

**BUDGETED CAPITAL & IMPROVEMENTS**

**Fiscal Year 2020-2021**

**(Continued)**

**EMS Fund 430**

260-EMS	CRA Aid Devices	3	Lease Purchase	012-260-6311	51,000
					<hr/>
					<b>\$ 51,000</b>

**Landfill Fund 440**

350-Landfill	New Landfill Construction	N/A	Operations	025-350-6229-01	2,200,115
	Fuurniture & Fixtures -	N/A	Operations	025-350-6310	30,000
	Landfill Office				
	Security Cameras	N/A	Operations	025-350-6310	6,000
					<hr/>
					<b>\$ 2,236,115</b>

**Sanitation Fund 445**

330-Sanitation	Sanitation Trucks	2	Lease Purchase	025-350-6401	603,000
					<hr/>
					<b>\$ 603,000</b>

**BUDGETED CAPITAL & IMPROVEMENTS**

**Fiscal Year 2020-2021**

**(Continued)**

**Summary by Fund**

General Fund	Operations	<u>1,242,500</u>	\$ <b>1,242,500</b>
Peg Fund	Operations	<u>16,144</u>	<b>16,144</b>
Utility Fund	Operations	<u>4,793,228</u>	<b>4,793,228</b>
Airpark Fund	Lease-Purchase	20,000	
	Operations	<u>1,934,000</u>	<b>1,954,000</b>
EMS Fund	Lease-Purchase	<u>51,000</u>	<b>51,000</b>
Landfill Fund	Operations	<u>2,236,115</u>	<b>2,236,115</b>
Sanitation Fund	Lease-Purchase	<u>603,000</u>	<b>603,000</b>
			<b>\$ 10,895,987</b>

**Summary by Funding Source**

Operations	\$ 10,221,987
Lease Purchase-Equip	<u>674,000</u>
	<b>\$ 10,895,987</b>