

City of Pflugerville

Proposed Budget Fiscal Year 2012

Table of Contents

Introduction

Budget Message	i
Vision and Mission Statements	1
City Organizational Chart	2
Budget Schedule	3
Definitions, Assumptions, & Estimates	5

Funds Summary

Funds Summary	7
Debt Service Fund – General Fund Debt	8
Outstanding General Fund Debt	9
Capital Projects – Current Year Detail	10
Special Revenue Summary	11
Escrow Funds Summary	12
General Capital Reserve Fund	13

General Fund

General Fund 5 year Pro Forma	15
Property Taxes	16
Tax Levies, Rates, and Values – 20 year history	17
General Fund Summary	18
General Fund Revenue	19
General Fund Department Budgets	
Administration	23
Building	35
Court	43
Engineering	49

Table of Contents (cont.)

General Fund Department Budgets (cont.)

Fleet	57
Library	63
Parks & Recreation	71
Planning	81
Police Department	89
Streets & Drainage	101

Utility Fund

Utility Fund Summary	109
Utility Fund Revenue	111
Utility Fund Capital Improvement Projects	114
Utility Fund Debt Service Payments	116
Outstanding Utility Fund Debt	117
Utility Reserve and Trust Funds	118
Solid Waste Services	119

Utility Fund Department Budgets

Utility Administration	121
Utility Maintenance	129
Water Treatment	133
Water Distribution	141
Wastewater Collection	149
Wastewater Treatment	155





September 13, 2011

The Honorable Mayor, Mayor Pro-Tem, and City Council
City of Pflugerville, Texas

Dear Mayor Coleman, Mayor Pro-Tem Gonzales and Members of the Council:

It is our pleasure to present the proposed annual budget for fiscal year 2011 - 2012 for the City of Pflugerville. This budget is the outline of the programs and services to be provided by the City during the coming fiscal year. We believe that this document is a sound financial plan that provides the requested level of services and infrastructure improvements needed for our community. It represents the product of many hours of difficult deliberation by City staff and the City Council to set the course for the next year and successive years as we strive to deliver the best municipal services possible to the citizens of Pflugerville.

The total fiscal year 2011 – 2012 proposed budget for expenses totals \$62,344,681. This figure includes \$20,581,716 for the general fund, \$5,727,416 for the debt service fund, \$14,000,000 for the capital improvements fund, and \$22,035,550 for the utility fund.

The effects of projected future revenues and expenses and the costs of City development were analyzed through the use of pro formas which reflect multi-year forecasting for both the general and utility funds. Property tax projections for the general fund and rate adjustments for the utility fund are integral parts of the pro formas. The general fund emphasis is the City's Charter requirement mandating a minimum fund balance of 25% of the proposed operations and maintenance budget for the City. The utility fund emphasis is providing sufficient coverage as a relationship between revenues and expenses to satisfy requirements for future debt issuance. Both of these criteria have been met in the FY 2012 budget.

This document represents a conservative but real budget of both expenses and revenues. The budget is based on the current economic climate, population projections, departmental operating plans and specific guidelines determined by the City Manager. We believe it represents the Council's priorities as staff knows them to be and as the restraints on the budget will allow. The spending plan provides funding for basic services, critical needs, and equipment replacement and upgrades, with no new or expanded programs. This budget maintains a reasonable level of service and a status quo until the City has a more well-rounded revenue base.

The Budget Process

The City's budget process begins each year with the Capital Improvements Program (CIP) planning process. CIP budgets are prepared on five-year planning horizons. Revenue estimates for utility operations, as well as development impact fees, are prepared to forecast the ability of the rate base to fund needed capital maintenance, upgrades and expansions. The general fund pro forma shows projected revenue and expense to determine the impact of general infrastructure and facilities improvements on future property tax rates.

The City Council holds a retreat during the second quarter of the fiscal year to discuss future priorities and provide direction to City staff on the preparation of the next year's fiscal budget. The Council indicated at this year's retreat that its major priorities are to maintain the quality of life, to continue with scheduled road and drainage projects, and to continue the annual reduction of the property tax rate by \$0.005.

The City Manager and staff then prepare a proposed budget based on these priorities for presentation to the City Council by June 30 as required by the City Charter. Each City department prepares a five-year operating budget. Only one year is formally adopted, while the other four years are indicators of the current year programs and commitments on future budgets. City Council worksessions were conducted in July and August with the goal of adopting the budget at the regular City Council meeting on September 13.

This budget acknowledges the Council's commitment to maintaining the level of service that Pflugerville citizens are accustomed to, while remaining sensitive to local economic conditions that affect our taxpayers. Difficult spending and revenue decisions were made during preparation of this proposed budget.

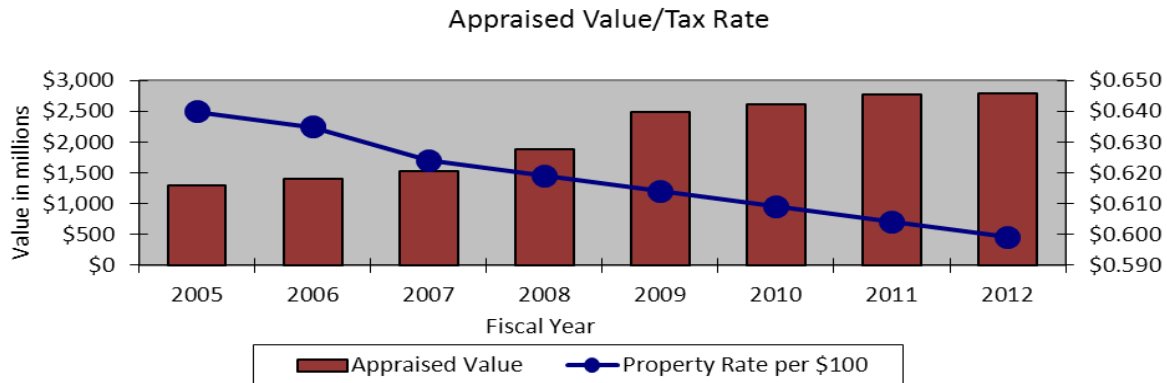
Budget Overview

For fiscal year 2011-2012, a new philosophy has been adopted regarding the method of budgeting, and the funding of one-time expenditures. In past years the City has budgeted with a built-in contingency factor. During preparation of this budget, department directors were requested to request funds only for routine operating expenses. This method of budgeting should result in a diminished amount of surplus expense money being left at the end of the fiscal year.

The City Manager has also requested, and the City Council concurred, to establish a General Capital Reserve Fund (GCRF). This fund will be used to purchase capital items or fund capital projects on a one-time basis. Requested purchases from the fund will be listed on a separate schedule in the fiscal year budget – much like the current Capital Projects fund where bond funds are held for specific capital improvements. The City's intent will be to set aside resources for the General Capital Reserve Fund from the prior fiscal year's excess general fund revenue. The initial funding for this fund will be a transfer from the general fund balance in the amount of \$1.3 million.

Budget Overview (continued)

The City Council has lowered the property tax rate each year since 2005 in response to the increase in appraised/taxable value and the increase in sales tax revenue. The City Council has indicated that it will again drop the tax rate by one-half cent for fiscal year 2012 to \$0.599 per \$100 in valuation. This proposed budget reflects that property tax rate.



The City continues to incentivize economic development. The largest of these incentives is the agreement with Stone Hill Town Center requiring payments from the City totaling \$13.2 million over three fiscal years to reimburse for developer built infrastructure. This agreement is based on property value and sales tax revenue generated by this specific development. As all performance requirements have been met by the developer, the final payment of \$4.2 million was scheduled to be made in December 2011. However, cash reserves in the General Fund and the Utility Fund were sufficient that the entire payment was made in August 2011, removing the need to issue debt in fiscal year 2012. Over the three years of the agreement, the City has been able to fund \$6.7 million of the \$13.2 million payment from cash reserves.

Growth – Challenges and Rewards

During fiscal year 2011 the last of six planned annexations was implemented with the inclusion of the Greenridge subdivision into the City limits. This subdivision is located north of SH 45 and east of Heatherwilde Boulevard. Since 2000, the population of the City has grown from 16,335 to 46,936 per the 2010 U. S. Census. In January 2011 the City's Planning Department estimated a total population of 51,359 for the end of Fiscal Year 2011. This estimate includes the recently annexed Greenridge subdivision and additional growth since the census. Current population growth projections for fiscal years 2013 through 2016 are for a 1% increase each year. This slowing of the population growth will allow the City to slow the pace of growth of City services and stabilize the budgeted revenues and expenses for those services.

The certified appraised value for fiscal year 2012 (tax year 2011) increased by less than 1%. This amount includes properties within the Greenridge subdivision. The national and international decline in the economy has affected property values within the City limits and thus has had a direct impact on the City of Pflugerville and its revenues. The forecast for

Growth – Challenges and Rewards (continued)

housing starts remains very low. Two subdivisions in the City began building homes in new sections during FY 2011, but there is no indication of additional sections opening during FY 2012. On the positive side, sales tax revenue shows an increase of over 13% through August, and franchise fee revenue has exceeded the projections for FY 2011.

The City's revenue has been helped by an increase in the number of retail outlets and the resulting increase in property values and sales tax revenue. Fiscal year 2011 saw the opening of the City's first movie theater, a 9-screen Cinemark, featuring Cinemark's new NextGen design concept, which is promoted as offering "the latest technology, cutting edge amenities, and customer-preferred options all under one roof."



In March 2011, 24 Hour Fitness opened a new Super Sport facility. Construction has begun for a stand-alone emergency room as an extension of St. David's North Austin Medical Center. It will feature 13 treatment beds and advanced testing capabilities.



Scheduled to open in early 2012, it is the first full-service emergency care facility in the City. All of these projects are in the Stone Hill Town Center.

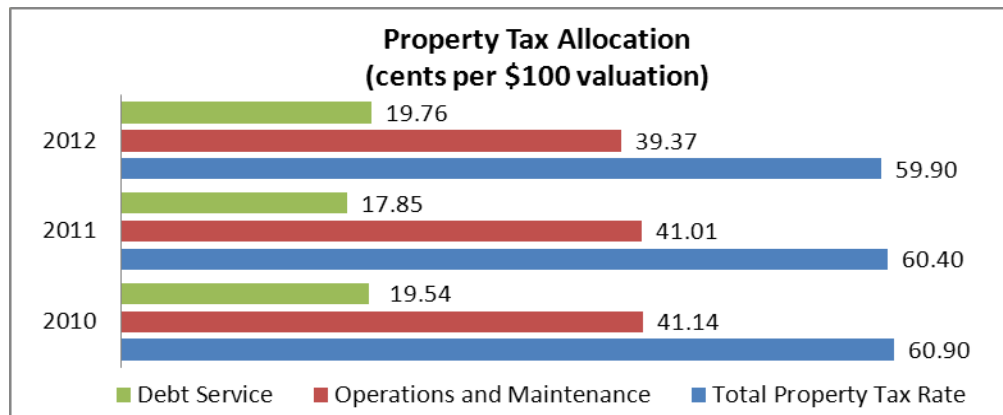
In the City's extra-territorial jurisdiction, ground was broken in December 2010 for one of the largest solar farms in the nation. Developed by RRE Power, the flagship project encompasses 720 acres and plans for more than 400,000 solar panels to generate 60-megawatts of electricity.

General Fund Revenue

The certified appraised value of properties within the City of Pflugerville for fiscal year 2012 increased by only 0.8% over 2011. This was not totally unexpected as the local economy reflects the national decrease in housing starts and reduced spending. The proposed tax rate reduction of \$0.005 and the minimal growth in appraised value will result in a decrease in property tax revenue for operations in fiscal year 2012. In FY 2012 debt service payments will increase as the result of issuing bonds for the Library expansion in FY 2011. The net result of these factors is a \$273K (1%) reduction in funds for the operation and maintenance of all departments in the General Fund. This proposed budget for fiscal year 2012 is constrained from offering any new programs or services; however, all current services and programs will continue and the proposed budget is balanced without requiring a transfer from fund balance.

General Fund Revenue (continued)

The following chart shows the proposed tax rate for fiscal year 2012 of \$0.599 and an estimate of the breakdown of the amount of property tax that will go toward debt service payments for general obligation bonds and certificates of obligation and the amount of property tax dedicated to funding the operating budget in the general fund.



Following two years of sales tax revenue not reaching the calculated growth trend, in FY 2011 only a 6% increase was projected and budgeted. We are pleased to report that FY 2011 sales tax revenue is anticipated to increase by 13% over the FY 2010 revenue by the end of this fiscal year. There have been many adjustments to sales tax revenue by the Comptroller during FY 2011. Year-to-year monthly sales tax revenue percentage has been as low as -3.66% and as high as 28.35%. Because of this fluctuation, future sales tax growth projections have once again been budgeted at a very conservative 6%. A small increase in franchise tax revenue is anticipated based on the Greenridge annexation and other residential and commercial growth.

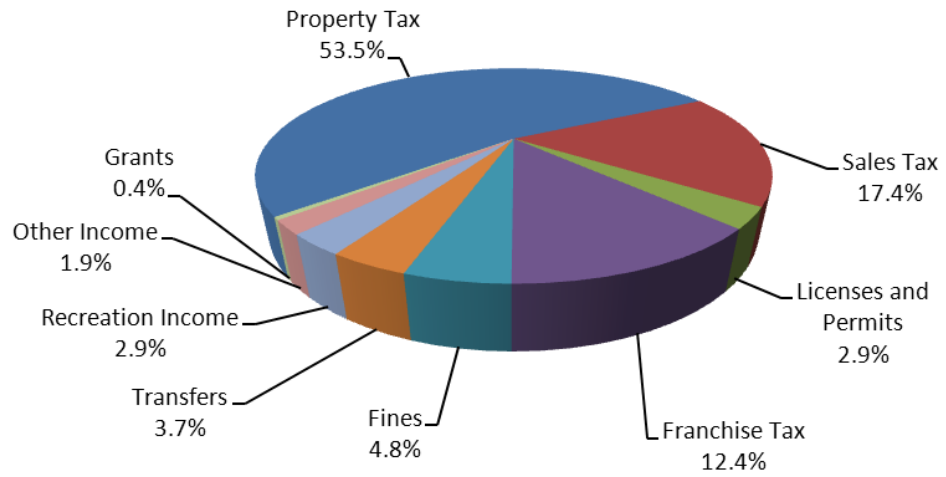
Building permit revenue is projected to increase by 2% in fiscal year 2012. The majority of the building permit revenue growth is for homes outside the City limits which do not add to the City's tax base. Subdivision application revenue increased significantly in FY 2011. These fees were paid for new housing sections in established subdivisions and new commercial construction. This revenue source is expected to decrease slightly in FY 2012. Plat review revenue has also exceeded the budget in FY 2011, but is budgeted 20% lower for next year. Site development plan review revenue has met the target for the current fiscal year and is anticipated to remain level for the next five years. The FY 2012 budget projects a leveling out in all categories of development revenue for fiscal years 2012 through 2016.

Recreation Center and Pfun Camp revenues remain flat as the facilities used for these activities are being utilized fully. Revenue from the City's swimming pools will also remain level for the next 5 years.

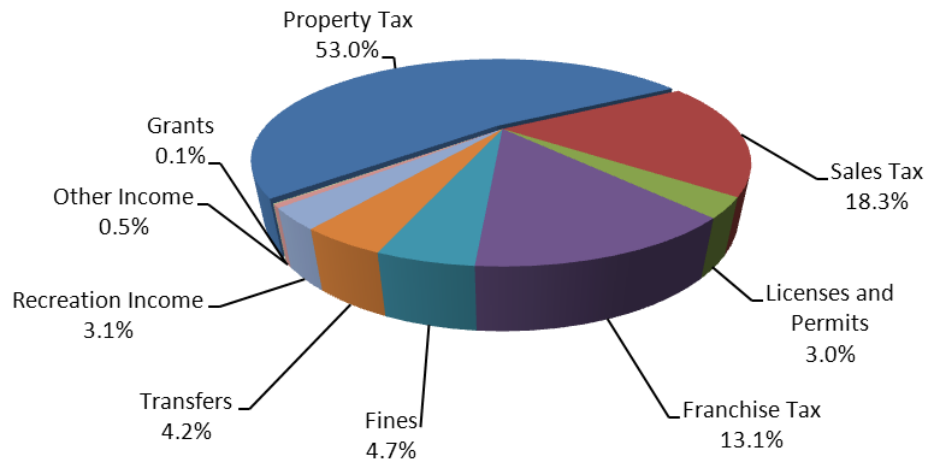
The following charts illustrate the City of Pflugerville's sources of funds on a percentage basis in the general fund for fiscal years 2011 and 2012.

General Fund Revenue (continued)

FY 2011 Revenue Sources - General Fund



FY 2012 Revenue Sources - General Fund



Transfers

The transfer from the utility fund to the general fund has been increased in fiscal year 2012 due to the addition of City-wide administrative staff that supports the operations in the utility fund. There are numerous activities that are being performed by general fund personnel on behalf of the utility fund. For example, construction inspectors who have had a reduced work load this year due to the reduction in street projects, have been performing field work to identify utility lines for inclusion into the City's geographic information system database. Other factors include the increase in the number of utility accounts without a related increase in utility personnel in the utility billing and receipting functions. Finance personnel have absorbed the additional customer service demands. Additionally, there are ongoing utility fund infrastructure projects that are inspected by personnel in the general fund. These activities justify the increase in the transfer from the utility fund.

The budget for fiscal year 2012 does not require as a revenue source a transfer from the fund balance in the general fund. In the fiscal year 2011 budget, a surplus of \$1.3M is projected, and this fiscal year 2012 budget projects a surplus of \$268K.

General Fund Expenditures

The fiscal year 2012 general fund budgeted expense for operations and maintenance of \$20,581,715 is a \$795,431 (4%) increase from the fiscal year 2011 projected year-end estimate.

The organizational plan for the City has been revised as reflected in the chart on page 2. The current Managing Director of Operations position will become an Assistant City Manager for Economic Development position. An additional Assistant City Manager for Community Services will be employed in FY 2012. The current Assistant City Manager for Finance and Administration position will remain the same.

The Assistant City Manager for Economic Development and the departments reporting to that position will be moving from the City Hall complex to a vacant space at the Emergency Services District offices. Expenses for each of these departments will increase by \$47K to reflect the lease payments and utility costs. In addition, the Building Department will continue with two vacancies for building inspectors that will remain unfilled and unbudgeted until housing starts increase. Operating expense for the Engineering Department also includes the expense of an outside consultant to perform the duties of the vacant and unfunded City Engineer position and the funding of a new position, Stormwater Coordinator, to manage the Municipal Separate Storm Sewer System permit process. In the Planning Department the City Planner position was removed and a Planner I position was added.

The Police Department budget shows an increase due to the restructuring of the grade and salary schedule for police positions. The combined cost of the proposed adjustments is \$163,222. In addition, two new full-time positions were authorized for FY 2012: a patrol officer and a detective; and four part-time School Crossing Guards. Five patrol vehicles, and an Animal

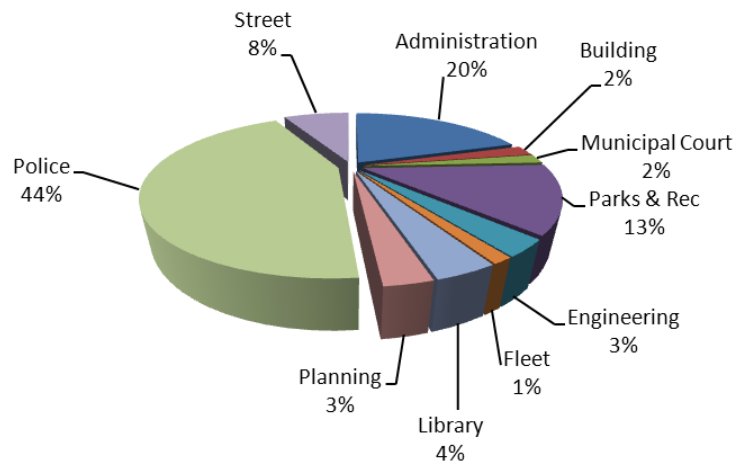
General Fund Expenditures (continued)

Control vehicle have been requested as replacements for vehicles past their useful lives. A new vehicle has been requested for the detective position. A number of technology-related improvements have been proposed: mobile radios, scanned document storage, and seven Toughbook computers for patrol.

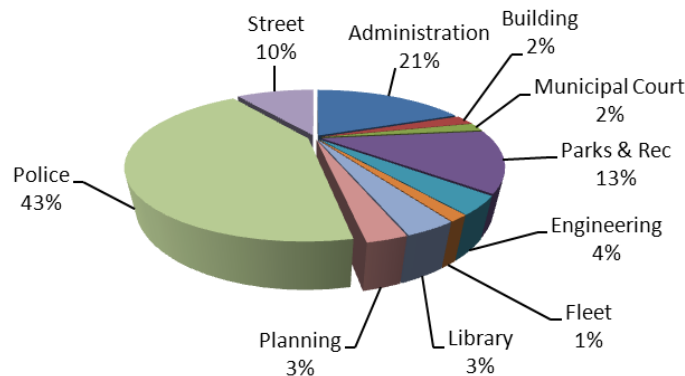
The Streets Department was renamed the Streets and Drainage Department. Additional funds were included in the FY 2012 budget to perform street overlays. The expense of street lights was moved from the Administration Department to Streets and Drainage.

The following charts illustrate the City of Pflugerville’s projected uses of funds on a percentage basis in the general fund for fiscal year 2011 and proposed uses for fiscal year 2012.

FY 2011 Projected Expense by Department



FY 2012 Proposed Expense by Department



General Fund Debt Service

The City's outstanding general fund indebtedness will be \$159,050,000 as of September 30, 2011. This number includes combination tax and revenue certificates that were issued for Pflugerville Community Development Corporation projects and for water and wastewater projects. Since these bonds carry a tax pledge, they are considered general fund debt for analysis and rating purposes. General obligation bonds in the general fund account for \$17,505,000 in debt.

As in fiscal year 2011 conditions in the bond market and the number of callable bonds in the City portfolio appear to be in a position to provide a benefit to both the general and utility debt service programs. After review by the City's financial advisor, it was decided to defer a decision on issuing refunding debt obligations until the national economy and municipal bond interest rates stabilize. Financial staff continually monitor the municipal bond refunding opportunities. No debt will be issued in FY 2012 for capital improvement projects or utility projects.

This budget document includes a list of current bonds and annual payments as well as the property tax revenue required to pay the principal, interest, and fees. It also includes a summary of the purpose of the bonds, the issue amount, the principal balance outstanding, and a schedule of payments to maturity. The City's bond rating by Standard and Poor's remained at AA- and Moody's rating remained at Aa3 for the fiscal year 2011 bonds issued in December 2010.

Utility Fund

The utility fund is comprised of the water, wastewater, and solid waste departments. The solid waste function works on a contractual, privatized basis and consists of revenues billed to customers and expenses paid for sales tax, franchise fees, and for providing the solid waste services (IESI is our current provider). Except for the billing, receipting, and customer service functions, no additional City employees or other resources are utilized for the solid waste service.

The water and wastewater utilities have undergone major changes in the last decade to insure a sufficient supply of water for its customers. A pipeline from the Colorado River, a reservoir, and a water treatment plant were built to provide a more reliable source of water. During the record drought and heat during the summer of 2011, those upgrades were heavily utilized. A water transmission line was built along Pflugerville Parkway during FY 2011. Because of the economic downturn and the resulting depression of the building industry, plans for a wastewater interceptor and a second wastewater treatment plant have been postponed until at least FY 2017. The engineering for these projects which are underway will be completed so construction can begin when demand increases. Further development of the utility system is outlined in the utility fund capital improvement project five-year plan.

By using projections of customer base, revenues from user fees and other sources, and expenses including additional debt service from new bond issues, City staff and financial

Utility Fund (continued)

consultants have developed a schedule that should meet the City's needs for the next five years, and provide a planning basis through 2039. Many assumptions are built into the pro forma that will be compared with actual figures every six months for needed adjustments.

A rate study update was undertaken in fiscal year 2009 and completed during fiscal year 2010. The study indicates that current rates are meeting the requirements of the water and wastewater systems. The five-year projections on customer rates indicate no increase or decrease.

Funding for the water and wastewater portions of the debt service is included in the water and wastewater budgets. The City's utility revenue bond covenants require that annual operating revenues exceed operating expenses by a certain factor, generally 1.25. Moreover, rating agencies like Moody's and S&P factor into their rating evaluations this same coverage ratio. This is a minimum factor – any ratio higher can sometimes reduce net interest costs on future debt. The pro forma developed by staff maintains this ratio throughout the entire time period, even after factoring in additional debt.

Capital Improvement Project Funds

Utility CIP. During fiscal year 2011, construction improvements and engineering for future water and wastewater projects were funded by using the utility fund balance, the wastewater capital recovery fees, and existing bond funds for wastewater projects. A water transmission line was constructed along Pflugerville Parkway to make City water accessible to future developments. Improvements were made to the intake equipment on the Colorado River; and high service pumps at the Water Treatment plant were replaced. Existing bond funds were also used to complete the proposed second wastewater treatment plant discharge permit. Water and wastewater projects scheduled for fiscal year 2012 will be funded with the remaining bond funds and utility fund balance.

Street CIP. Street projects in various stages of planning and construction will improve mobility throughout the City of Pflugerville. Connectivity within the City and to the new toll roads will be enhanced. During FY 2011 the Pflugerville Parkway West project was completed; Becker Farm Road was constructed; and a drainage/detention project was funded. Existing balances in bond accounts will be used during fiscal year 2012 for the construction of Colorado Sand, improvements to Kelly Lane, construction of Pflugerville Parkway East, and completion of design and right-of-way acquisition for Heatherwilde Boulevard north of Wilke Lane.

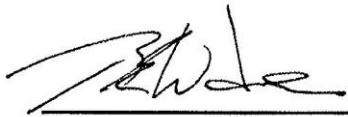
Library Expansion. In the spring of 2008, the citizens of Pflugerville voted to issue \$7 million in bonds to fund a major expansion of the Pflugerville Community Library. In fiscal year 2009, \$3.0 million in general obligation debt was issued to begin the project. During fiscal year 2010 the selection process for an architect was completed and in fiscal year 2011 the design was completed and bids for the construction of the expansion were received. A construction contract is expected to be awarded early in fiscal year 2012 with a projected completion date of

Capital Improvement Project Funds (continued)

early fiscal year 2013. General obligation bonds were issued in fiscal year 2011 in the amount of \$2 million to begin construction. It is anticipated that the remaining \$2.0 million will be bonded during the 2013 fiscal year to complete the expansion.

It is our hope that this expanded budget document enables City leaders and the citizens of the City of Pflugerville to actively participate in the ongoing budgeting and planning process.

We wish to thank all of the City department managers and their staffs who contributed so much time and effort to the creation of this budget. The additional information and analysis contained within this document could not have been developed without the many hours spent in gathering the information and developing the format in which to present it. We also wish to express our gratitude to Finance staff, and especially Amy Good, Assistant Finance Director, for their dedication to excellence in developing this budget.



Brandon Wade, City Manager



Beth C. Davis, Finance Director



Vision Statement

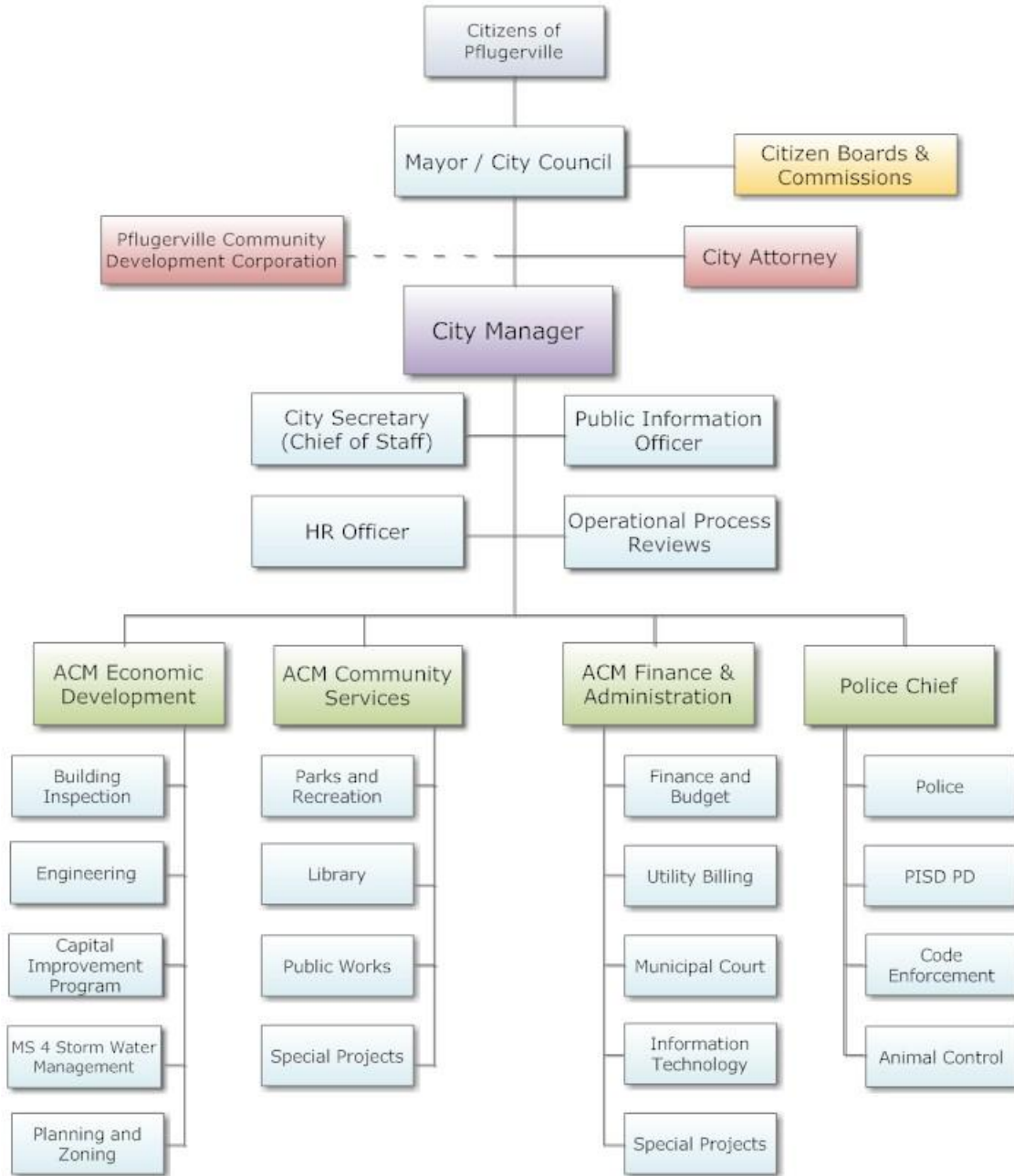
Pflugerville will be a well-planned, well-maintained, clean and safe community comprised of commercial and residential diversity, providing community-friendly streetscapes that create a desirable destination for Central Texas.

Mission Statement

To preserve and enhance the quality of life and character of Pflugerville by:

- Preserving the neighborhoods, parks and trails which promote family activities;*
- Promoting well-planned development and desirable economic development opportunities;*
- Providing cost effective professional management and competent, efficient and courteous services;*
- Protecting its citizens, its heritage and all other assets.*

City of Pflugerville, Texas Organizational Chart



Fiscal Year 2012 Budget Schedule

<i>Tuesday, April 19 City Council meeting</i>	<i>Council Special Meeting to discuss budget priorities.</i>
Wednesday, April 20	Budget worksheets distributed to department managers (FY 12 and 5 year worksheets).
April 30	Appraiser sends notice of estimated taxable value.
April/May	Appraiser sends notices of appraised values to taxpayers.
Wednesday, May 4	Completed budget worksheets and narratives returned by department managers.
May 18 - May 31	Preparation of budget for review by department managers, City Manager and Assistant City Manager.
<i>Tuesday, May 24 City Council meeting</i>	<i>Worksession to discuss and approve the five year Capital Improvement Projects (CIP) Plan and the debt service (I&S) portion of the tax rate.</i>
Wednesday, June 1	Debt Service survey due to Travis County Tax Office for calculation of the debt service (I&S) portion of the City's tax rate.
Wednesday, June 1	Budget given to City Manager and Assistant City Manager for review.
June 6 - June 10	Meetings with City Manager, Assistant City Manager and department managers.
June 13 - June 27	Preparation of budget for presentation to City Council.
Monday, June 20	Proposed Budget provided to City Manager and department managers for final review.
<i>Tuesday, June 28 City Council meeting</i>	<i>Work session to present the budget to City Council.</i>
July 1	Proposed Budget due to the City Council.
<i>July - date to be determined</i>	<i>City Council Budget Retreat.</i>
Thursday, July 14	Finance and Budget Committee meeting to discuss budget.
Monday, July 25	Deadline for Chief Appraiser to certify appraisal rolls.
July 25 - August 11	Tax Office calculates effective and rollback tax rates and submits to jurisdictions for approval prior to publication on August 13.
<i>Tuesday, July 26 City Council meeting</i>	<i>Discuss the tax rate.</i> <i>If the proposed tax rate exceeds the lower of the rollback rate or the effective rate, take record vote on the proposed rate and schedule two public hearings.</i> Otherwise, anytime after August 13 publication, the tax rate can be adopted with one public hearing required by the City Charter. Notice must be published at least 10 days before the public hearing.

City Council actions in italics.

Bolded actions required if the proposed tax rate is higher than the effective or rollback rates.

Fiscal Year 2012 Budget Schedule

Monday, August 8	Notice of Public Hearings on Tax Increase provided to Pflag for publication.
Thursday, August 11	Notice of Public Hearings on Tax Increase (1st quarter page notice) published at least seven days before first public hearing.
Saturday, August 13	Publication of effective tax rates, fund balances, and debt schedules, submitted by Travis County, appears in Austin American Statesman.
Monday, August 15 through Tuesday, August 23	On Channel 10 air a 60-second notice of public hearings at least five times a day between 7 a.m. and 9 p.m. This should run for at least seven days immediately before the first public hearing.
<i>Tuesday, August 23 City Council meeting</i>	<i>First Public Hearing on tax increase. At the hearing, schedule and announce meeting to adopt a tax rate 3-14 days following the second public hearing.</i>
Monday, August 29	Take notice of public hearing on budget required by charter to Pflag. Must be published at least 10 days before the public hearing.
Monday, September 12	Notice of Vote on Tax Rate submitted to Pflugerville Pflag, posted on City website, and aired on Channel 10.
<i>Tuesday, September 13 City Council meeting</i>	<i>Second Public Hearing on tax increase. At end of hearing, announce date, time, and place of meeting to vote on tax rate.</i>
If no tax increase proposed:	<i>Public hearing on budget required by Charter. Adoption of budget by the City Council. Adoption of tax rate by the City Council.</i>
Wednesday, September 14	Notice of Adoption posted on City website and aired on Channel 10.
Thursday, September 15	Notice of Vote on Tax Rate published in the Pflag (2nd quarter page notice). Notice of Public Hearing for budget required by Charter published in the Pflag.
<i>Tuesday, September 27 City Council meeting</i>	<i>Public hearing on budget required by Charter. Adoption of budget by the City Council. Adoption of tax rate by the City Council.</i>
Tuesday, September 27	Final deadline for Council to adopt budget and tax rate.
Wednesday, September 28	Notice of Adoption posted on City website and aired on Channel 10.

Additional budget meetings may be scheduled.

City Council actions in italics.

Bolded actions required if the proposed tax rate is higher than the effective or rollback rates.

Definitions, Assumptions, & Estimates

Definitions

Government finance and budgeting varies from corporate finance; following are some definitions that may be helpful in understanding the information presented.

Capital Improvement Plan (CIP) – A plan that outlines planned, future expenditures for the purchase, construction, or renovation of City facilities or property.

Capital Outlay (Acquisition) – An expenditure which results in the acquisition of or addition to fixed assets, and meets the following criteria:

- has an anticipated useful life of more than one year;
- can be permanently identified as an individual unit of property;
- belongs to one the following categories:
 - Equipment
 - Buildings
 - Software
 - Improvements Other Than Buildings
 - Land
- constitutes a tangible, permanent addition to the value of City assets;
- does not constitute repair or maintenance; and
- is not readily susceptible to loss.

Debt Service - The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Fiscal Year - The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Pflugerville has specified October 1 to September 30 as its fiscal year.

Fund Balance – The assets of a fund less liabilities, as determined at the end of each fiscal year.

General Capital Reserve – Funded by accumulated revenue received in excess of budgeted revenue and expended on capital improvements.

General Fund - The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as police protection, public works, and general administration.

Operating Budget - A financial plan outlining estimated revenues and expenditures and other information for a specified period (usually a fiscal year). The proposed budget is the financial plan presented by the City Manager for consideration by the City Council, and the adopted budget is the financial plan ultimately approved and authorized by the City Council.

Operations and Maintenance – Expenditures for the operations of the department and the maintenance of the department's equipment and buildings (such as equipment maintenance, pool expenses, code enforcement expenses, and street repairs).

Personnel – Expenditures for a department's salary and related expenditures (such as employee insurance, social security and Medicare taxes, unemployment, retirement contribution, etc).

Definitions (cont.)

Pro Forma – Estimated financial figures based on previous actual business operations and future assumptions for growth levels, revenues, and expenses.

Reserved Fund Balance – The portion of fund balance restricted for a specific purpose and not available for appropriation and subsequent spending.

The City of Pflugerville Charter (section 9.03) declares that “the adopted budget must include an unencumbered general fund balance that is sufficient to cover three months of the City’s budgeted general fund operation and maintenance expenses.” This amount has generally been understood to be 25% of the general fund operating budget.

Services – Expenditures for services utilized by the department (such as auditors, external attorneys, consultants, etc.)

Supplies – Consumable items used by the department in the course of their operations (such as gasoline, office supplies, etc.)

Taxable Value - Estimated value of property on which ad valorem taxes are levied.

Assumptions & Estimates

The budgeting process requires many estimates and assumptions about future growth, activity and prices. Following are a few of the assumptions and estimates we used in preparing the fiscal year 2012 annual budget.

Revenues

The sales tax revenue is anticipated to grow 10% over the FY 11 budget, 6% over FY 11 projected.

Property tax revenues are calculated from the City’s proposed tax rate and the appraisal roll as certified by the Chief Appraiser of the Travis Central Appraisal District.

Expenditures

Increase in employee health insurance of 15% over FY 11 health insurance costs.

Small decrease, approximately 3%, in the employer funded retirement contribution rate.

No increase in general liability insurance or workers compensation insurance coverage due to provider statement of no fiscal year 12 rate increases.

Decrease in electricity costs, approximately 10%, due to the new electric contract with a lower rate. The contract is effective January 2012 – December 2013.

Funds Summary

	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget
Revenues				
General	\$ 21,642,538	\$ 20,277,316	\$ 21,123,492	\$ 20,850,046
Utility	\$ 26,114,387	\$ 26,333,735	\$ 23,836,702	\$ 25,215,992
Debt Service	\$ 5,254,403	\$ 5,572,909	\$ 5,518,849	\$ 5,723,016
Capital Projects	\$ 9,272,808	\$ 16,460,000	\$ 2,460,000	\$ 14,000,000
Total	\$ 62,284,136	\$ 68,643,960	\$ 52,939,043	\$ 65,789,054

Expenses				
General	\$ 21,484,751	\$ 19,931,098	\$ 19,786,284	\$ 20,581,716
Utility	\$ 23,704,355	\$ 26,289,304	\$ 22,450,833	\$ 22,035,550
Debt Service	\$ 5,172,566	\$ 5,577,309	\$ 5,523,249	\$ 5,727,416
Capital Projects	\$ 9,272,808	\$ 16,460,000	\$ 2,460,000	\$ 14,000,000
Total	\$ 59,634,480	\$ 68,257,711	\$ 50,220,367	\$ 62,344,681
	\$ 2,649,657	\$ 386,249	\$ 2,718,676	\$ 3,444,373

Beginning fund balances FY 12

General	\$ 6,982,013
Utility	\$ 5,108,552

Debt Service Fund

Revenue	FY 10 Actual	FY 11 Projected	FY 12 Proposed Budget
Property Tax	\$ 5,254,403	\$ 5,518,849	\$ 5,723,016
Total	\$ 5,254,403	\$ 5,518,849	\$ 5,723,016
Expenses			
Debt Service Interest	\$ 3,317,286	\$ 3,316,774	\$ 3,449,446
Debt Service Principal	\$ 1,852,440	\$ 2,202,075	\$ 2,273,570
Subtotal	\$ 5,169,726	\$ 5,518,849	\$ 5,723,016
Service Fees	\$ 2,840	\$ 4,400	\$ 4,400
Total	\$ 5,172,566	\$ 5,523,249	\$ 5,727,416
Bond Summary			
1996 General Obligation Bonds	\$ 131,250 *	\$ -	\$ -
1996 A General Obligation Bonds	\$ 209,500 *	\$ -	\$ -
1997 Certificates of Obligation	\$ 210,000 *	\$ -	\$ -
1999 General Obligation Bonds	\$ 874,594	\$ 861,094	\$ 872,594
2001 Certificates of Obligation	\$ 379,395	\$ 229,170 ^	\$ 240,350
2002 Certificates of Obligation	\$ 667,370	\$ 332,156 ^	\$ 332,761
2003 Certificates of Obligation	\$ 48,546	\$ 48,578	\$ 48,554
2004 Certificates of Obligation	\$ 181,314	\$ 178,951	\$ 176,507
2005 Certificates of Obligation	\$ 216,479	\$ 215,079	\$ 215,758
2006 Certificates of Obligation	\$ 214,400	\$ 213,400	\$ 212,400
2007 Certificates of Obligation	\$ 695,563	\$ 687,163	\$ 678,763
2009 Certificates of Obligation	\$ 789,865	\$ 783,265	\$ 775,565
2009 General Obligation Bonds (Library)	\$ 203,180	\$ 201,380	\$ 199,580
2009A Certificates of Obligation	\$ 243,334 **	\$ 528,851	\$ 525,574
2009 Limited Refunding Bonds*	\$ 104,939 **	\$ 658,634	\$ 662,444
2010 General Obligation Bonds (Library)	\$ -	\$ 50,247 **	\$ 115,370
2010 Certificates of Obligation	\$ -	\$ 103,469 **	\$ 240,204
2010 Limited Refunding Bonds	\$ -	\$ 427,413	\$ 426,593
Total	\$ 5,169,726	\$ 5,518,849	\$ 5,723,016

* 2009 Refunding issue, included refunding of 1996, 1996A and 1997 General Obligation Bonds

^ 2010 Refunding issue, included partial refunding of 2001 and 2002 Certificates of Obligation.

** First year payment, includes interest only

No new debt is proposed to be issued in fiscal year 2012.

Outstanding General Fund Debt

Date of Issue/ Type of debt	Amount of issue	Bond Principal Balance as of September 30, 2011	Construction funds remaining to be spent as of September 30, 2011
1999 General Obligation	\$13,450,000	\$12,625,000	\$0
The funds from this bond issue were used to construct the Justice Center, build various roadways, and construct parks improvements including work on the Little League and soccer fields.			
2001 Tax & Revenue CO's*	\$4,750,000	\$230,000	\$0
The funds from this bond issue were used to complete the Justice Center, construct the improvements at Heritage Park, and construct certain street improvements.			
2002 Tax & Revenue CO's*	\$9,994,200	\$1,930,500	\$0
The funds from this bond issue are were used to construct various street projects, improvements at Northeast Metro Park, and the purchase of land for a proposed City service center.			
2003 Tax & Revenue CO's*	\$713,200	\$636,600	\$0
The funds from this bond issue were used to construct a communications system for the Police Department.			
2004 Tax & Revenue CO's*	\$3,000,000	\$2,683,800	\$0
The funds from this bond issue were used to construct various street and drainage projects, and to make improvements to the Hike and Bike trails.			
2005 Tax & Revenue CO's*	\$3,425,000	\$3,074,000	\$0
The funds from this bond issue were be used to fund various street projects.			
2006 Tax & Revenue CO's*	\$4,785,000	\$4,685,000	\$0
The funds from this bond issue were used to fund various street projects.			
2007 Tax & Revenue CO's*	\$10,315,000	\$9,685,000	\$0
The funds from this bond issue were used to fund various street projects.			
2009 Tax & Revenue CO's*	\$11,500,000	\$11,060,000	\$5,000,000
The funds from this bond issue will be used to fund various street and drainage projects.			
2009 General Obligation (FY 09)	\$3,000,000	\$2,880,000	\$2,000,000
The funds from this bond issue will be used to begin funding the expansion of the Pflugerville Community Library.			
2009A Tax & Revenue CO's*	\$8,497,600	\$8,333,750	\$5,000,000
The funds from this bond issue will be used to fund various street and drainage projects (\$6M) and to fund the purchase of infrastructure from New Quest (\$2.5M).			
2009 Limited Tax & Revenue Refunding Bonds	\$2,941,470	\$2,280,200	\$0
The funds from this bond issue were used to retire and refinance the General Obligation debt issues 1996, 1996A, and 1997.			
2010 General Obligation	\$2,000,000	\$2,000,000	\$2,000,000
The funds from this bond issue will be used to continue funding of the expansion of the Pflugerville Community Library.			
2010 Tax & Revenue CO's*	\$4,130,000	\$4,130,000	\$0
The funds from this bond issue will be used to fund the purchase of infrastructure from New Quest.			
2010 Limited Tax & Revenue Refunding Bonds	\$10,099,200	\$9,932,800	\$0
The funds from this bond issue were used to refinance and partially retire the 2001 and 2002 Certificates of Obligation debt issues.			
Totals	\$92,600,670	\$76,166,650	\$14,000,000

No debt is proposed for issuance in fiscal year 2012.

*Combination Tax and Revenue Certificates of Obligation

Capital Projects

Revenue	FY 2012	
Cash Balance Forward		
2009 Combination Tax & Revenue Certificates of Obligation (FY 2009)	\$ 5,000,000	
2009 General Obligation Bonds (FY 2009) -- Library Expansion	2,000,000	
2009A Combination Tax & Revenue Certificates of Obligation (FY 2010)	5,000,000	
2010 General Obligation Bonds (FY 2011) -- Library Expansion	2,000,000	
	\$ 14,000,000	
Additional Funds		
No debt is proposed for issuance in fiscal year 2012.	-	-
	Total FY 2012 Funding Available	\$ 14,000,000

Expense	FY 2012	
Allocated Funding		
Street Projects		
Colorado Sand Drive (Kelly Lane to FM 685)/ Kelly Lane Phases 1A and 1B (Murchison Ridge to western edge of Falcon Pointe Blvd)	\$ 5,854,919	
Heatherwilde Boulevard North (Wilke Ridge Lane to SH 45)	720,562	
Pflugerville Parkway East (FM 685 to SH 130)	3,328,000	
Building Projects		
Library Expansion	\$ 4,000,000	
	Total Allocated Funding	\$ 13,903,481
	Total FY 2012 Expenses	\$ 13,903,481

Unallocated Funding **\$ 96,519**

Unallocated funding will be distributed to projects based on Council approval.

Pfennig Lane (FM 685 to Rocky Creek)	22,000	
	Total	\$ 22,000

Special Revenue Fund

Police Department

Beginning Balance		
October 1, 2010		\$ 193,743
FY 11 Revenues	\$	73,116
FY 11 Expenditures	\$	101,573
Estimated Ending Balance		
September 30, 2011		\$ 165,286

These funds are expended at the discretion of the Chief of Police. Revenue sources include state and federal drug seizure funds, donations for DARE and Blue Santa, and child safety fees. The Chief is legally mandated to allocate the revenue to related expenditures.

Municipal Court

Beginning Balance		
October 1, 2010		\$ 119,400
FY 11 Revenues	\$	78,629
FY 11 Expenditures	\$	31,286
Estimated Ending Balance		
September 30, 2011		\$ 166,743

These funds are expended for the benefit of the Court. Revenues are collected from Court fines and are legally mandated to be expended for Court technology, security, and efficiency.

Deutschen Pfest

Funds available for project		
October 1, 2010		\$ 58,894
FY 11 Revenue Received	\$	28,239
FY 11 Expenditures for project	\$	11,240
Estimated funds available for project		
September 30, 2011		\$ 75,893

These funds are expended for the benefit of Parks and Recreations at the discretion of the Parks and Recreation Commission. Revenues are collected from the profits of the City's annual Deutschen Pfest.

**Escrow Funds Summary
as of July 31, 2011**

Escrow funds are payments from developers in lieu of construction or parkland requirements. The funds are expended when appropriate City projects are undertaken.

Acct	Account Name	Description	Balance
2023	Regional Detention	Detention fees from various developers to construct regional detention improvements.	\$ 172,385
2033	Parkland	Fees in lieu of parkland dedication from developers for the construction and improvement of City parks.	\$ 100,426
2039	Sidewalk	Fees collected from developers to construct sidewalks. These funds are proposed to be used for the Safe Routes to School program.	\$ 162,465
2046	Murchi Rdg Trl at Kelly Ln TS	Funds received from Falcon Pointe (\$50,000) in FY 2002 to construct a traffic signal at the intersection of Murchison Ridge Trail and Kelly Lane.	\$ 50,000
2059	Pfennig Lane/WalMart	Funds received from WalMart in FY 2006 per agreement for improvements to Pfennig Lane.	\$ 10,000
2061	MUD Infrastructure Fees	Fees received from Eagle Point developer (now Reserve at Westcreek). Staff recommends escrow funds be used for improvements to Kelly Lane.	\$ 520,450
2065	Kelly Lane Escrow	Funds received from Falcon Pointe (\$500,000) in 2008 for repairs to Kelly Lane per 2001 Comprehensive Development Agreement. Repaving of a portion of Kelly Lane near SH 685 in 2008 cost \$101,950.	\$ 398,050
2067	Tree Fund Escrow	Penalties for violations of the City's Public Tree Care ordinance. Funds must be used for the planting and maintenance of trees.	\$ 49,056
2068	Parks Memorials	Donations received for specific memorials in City parks.	\$ 313

Total Escrow Funds \$ 1,463,145

General Capital Reserve Fund
(Proposed)

Consistent with the City of Pflugerville's philosophy of conservative budgeting for operations and maintenance and to maximize the use of general funds available, the City should set aside sufficient revenues to finance capital projects and one-time purchases of capital items.

1. The City will establish a General Capital Reserve Fund and strive to set aside resources for future funding of capital projects and capital items.
2. The City will strive to set aside resources for the General Capital Reserve Fund from the prior fiscal year's excess general fund revenue.
3. General Capital Reserve Fund resources are restricted to capital expenses for asset management, unique one-time capital acquisitions, and equipment and vehicles that meet the City's capitalization threshold and criteria.
4. The General Capital Reserve Fund will be a separately managed fund within the governmental funds designation.

General Capital Reserve

Fiscal Year 2012 Proposed Projects for Funding by General Capital Reserve

<u>Department</u>	<u>Project</u>	<u>Amount</u>
Administration	Electric Vehicle charging stations	\$ 48,000
Library	Furniture, Finishes, & Equipment	
	Shelving for expanded Library facility.	100,000
	Security system for expanded Library facility.	20,000
Parks & Rec	Gilleland Creek Pool renovations	
	Repair plumbing, install a new pump, and replace stone pool deck with a solid pool deck.	68,000
	Windermere Park parking lot entrance improvements	
	Redesign and construct driveway for two-way access.	50,000
	Restroom-South shore of Lake	
	Replace composting toilet with full restroom.	91,564
	Pflugerville Heights Park Improvements	
	Amenities such as a shade structure, benches and signage.	25,000
Police	Boiler Replacement	
	Replace aging boiler, no longer able to repair.	54,700
	Voice Over IP Telephone System for Bldg	
	Reconfigure phone system at Justice Center.	250,000
	Security Camera Upgrade	
	Upgrade the security cameras at the Justice Center.	125,000
Capital Reserve Fund Requests		\$ 832,264

Capital Reserve Fund balance available, October 1, 2011:	\$1,300,000
---	--------------------

City of Pflugerville, Texas

FY 12 General Fund Pro Forma Statement

FINAL

09/13/2011

	FY 11 Projected	\$ change	% change	FY 12 Proposed	FY 13 Estimated	FY 14 Estimated	FY 15 Estimated	FY 16 Estimated
Appraised taxable value	2,781,357,612	22,334,707	0.8%	2,803,692,319	2,859,766,165	2,916,961,489	2,975,300,718	3,034,806,733
Property tax rate	0.6040	(0.0050)	-1%	0.5990	0.5990	0.5990	0.5990	0.5990
Property tax revenue	16,780,548	(2,831)	0%	16,777,717	17,129,999	17,472,599	17,822,051	18,178,492
Property tax revenue for debt service	5,572,909	150,107	3%	5,723,016	5,773,911	5,850,917	5,712,958	5,685,010
Debt service expense ¹	(5,572,909)	(150,107)	3%	(5,723,016)	(5,773,911)	(5,850,917)	(5,712,958)	(5,685,010)
Property tax revenue for operations	11,300,705	(246,004)	-2%	11,054,701	11,356,088	11,621,682	12,109,093	12,493,482
Other general fund revenues ²	9,822,787	(27,443)	-0.3%	9,795,344	9,994,878	10,313,135	10,680,918	11,058,309
Total revenue for operations	21,123,492	(273,446)	-1%	20,850,045	21,350,966	21,934,817	22,790,011	23,551,792
Expense for operations & maintenance	(18,940,044)	981,874	5%	(19,921,918)	(20,848,942)	(21,586,708)	(22,406,370)	(23,159,014)
Expense for capital outlay ²	(846,240)	(186,443)	-22%	(659,797)	(631,920)	(464,420)	(520,920)	(533,000)
Total expense for operations	(19,786,284)	795,431	4%	(20,581,715)	(21,480,862)	(22,051,128)	(22,927,290)	(23,692,014)
FY net revenue (loss)	1,337,208	268,330		268,330	(129,896)	(116,311)	(137,279)	(140,222)
Beginning fund balance	7,896,787	6,982,013		6,982,013	5,976,575	6,254,683	6,476,012	6,721,911
FY net revenue (loss)	1,337,208	268,330		268,330	(129,896)	(116,311)	(137,279)	(140,222)
Stone Hill infrastructure payment	(1,200,000)							
Ending fund balance	8,033,995	7,250,344		7,250,344	5,846,680	6,138,372	6,338,734	6,581,689
Charter requirement of 25% reserve	(4,735,011)	(4,980,480)		(4,980,480)	(5,212,236)	(5,396,677)	(5,601,593)	(5,789,754)
Policy requirement of 5% reserve	(947,002)	(996,096)		(996,096)	(1,042,447)	(1,079,335)	(1,120,319)	(1,157,951)
Fund balance committed to next fiscal year ³	(1,300,000)	-		-	-	-	-	-
Transfer to General Capital Reserve Fund ⁴	(600,000)	-		-	-	-	-	-
Fund balance forward	\$ 6,982,013	\$ 5,976,575		\$ 5,976,575	\$ 6,254,683	\$ 6,476,012	\$ 6,721,911	\$ 6,947,704
Projected Population Growth	1%	51,872	1%	52,391	52,915	52,915	53,444	53,978
Projected Commercial/Retail Growth	2%	39.3%	1%	36.4%	28.0%	28.4%	28.3%	28.4%

¹ Debt service expense reflects existing debt plus the addition of the debt service required beginning in FY 13 for the remaining \$2M bond issue for the Library expansion.

² FY 11 includes final payment of \$1.2M for Stone Hill infrastructure and transfer from fund balance for \$1.2M.

³ Initial funding of General Capital Reserve Fund (GCRF) from fund balance.

⁴ GCRF policy allows the transfer of excess revenues each year to the General Capital Reserve Fund.

Property Tax

	<u>Effective Rate</u>	<u>Rollback Rate</u>	<u>Proposed Rate</u>
Net Appraised Value	\$ 2,803,692,319	\$ 2,803,692,319	\$ 2,803,692,319
Tax Rate (cents/\$100)	0.6336	0.6687	0.5990
Gross Revenue	17,764,195	18,748,291	16,794,117
Collection Rate	100%	100%	100%
Adjusted Gross Revenue	17,764,195	18,748,291	16,794,117
Collection Fee	(16,400)	(16,400)	(16,400)
Net Tax Revenue*	\$ 17,747,795	\$ 18,731,891	\$ 16,777,717

* Includes funds that may be transferred to TIRZ No. 1.

Distribution based on \$0.5990 tax rate

General Fund	O & M	0.3937	65.89%	\$ 11,054,701
Debt Service	I & S	0.2053	34.11%	\$ 5,723,016
Total		0.5990	100.00%	\$ 16,777,717

This amount reflects existing debt service only as no additional debt is anticipated in FY 12.

\$0.01 of tax rate = \$278,740 property tax revenue

Average residential property value in 2011 = \$ 159,329

Average residential property value in 2010 = \$161,948

Effective Rate. The tax rate required to produce the same amount of tax revenue for the current fiscal year as the previous fiscal year.

Rollback Rate. The maximum rate allowed by law without voter approval. The rollback rate calculation includes an eight percent increase on the prior year operations and maintenance rate plus the amount necessary to cover debt service.

Proposed Rate. The rate proposed for the upcoming tax year. This is the rate in the budget on which all property tax revenue estimates are based.

**City of Pflugerville
Tax Levies, Rates, and Values**

Fiscal Year	M & O Rate	I & S Rate	Total Rate	Taxable Value	Tax Levy	Average Residential Value
1990-1991	0.3309	0.2291	0.5600	123,514,312	691,680	
1991-1992	0.3627	0.2873	0.6500	119,130,278	774,347	
1992-1993	0.3681	0.2639	0.6320	135,130,254	854,023	
1993-1994	0.3588	0.1912	0.5500	177,830,729	978,069	
1994-1995	0.3848	0.1402	0.5250	234,004,828	1,228,525	
1995-1996	0.3709	0.1085	0.4794	290,434,657	1,392,344	
1996-1997	0.3936	0.1445	0.5381	339,707,299	1,827,965	
1997-1998	0.4095	0.2111	0.6206	436,322,251	2,707,816	
1998-1999	0.4669	0.1631	0.6300	556,037,314	3,503,035	
1999-2000	0.4609	0.2389	0.6998	627,028,378	4,387,945	
2000-2001	0.4291	0.2133	0.6424	758,849,420	4,874,849	
2001-2002	0.4218	0.2081	0.6299	950,667,129	5,988,252	
2002-2003	0.3986	0.2313	0.6299	1,171,638,331	7,380,150	
2003-2004	0.4175	0.2242	0.6417	1,199,210,222	7,695,332	
2004-2005	0.4372	0.2028	0.6400	1,310,450,828	8,386,885	
2005-2006	0.4199	0.2151	0.6350	1,408,716,503	8,945,350	155,391
2006-2007	0.4125	0.2115	0.6240	1,515,913,575	9,451,101	157,990
2007-2008	0.4236	0.1954	0.6190	1,895,830,016	11,735,188	164,904
2008-2009	0.4371	0.1769	0.6140	2,489,169,600	15,283,501	170,870
2009-2010	0.4114	0.1976	0.6090	2,624,009,352	15,980,217	172,444
2010-2011	0.4101	0.1939	0.6040	2,781,357,612	16,799,400	161,948
2011-2012	0.3937	0.2053	0.599	2,803,692,319	16,777,717	159,329

General Fund Summary

	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>	
Revenues					
Revenue	21,642,538	20,277,316	21,123,492	20,850,046	
Total	<u>\$ 21,642,538</u>	<u>\$ 20,277,316</u>	<u>\$ 21,123,492</u>	<u>\$ 20,850,046</u>	
			Change in budget FY 11 to FY 12		2.82%
Expenses					
Administration	6,640,708	3,963,728	3,989,119	3,984,713	
Building	448,964	437,643	431,234	478,704	
Court	-	367,862	372,916	373,127	
Engineering	498,312	604,716	601,572	745,879	
Fleet	276,808	272,393	251,905	214,257	
Library	709,168	740,890	734,850	973,562	
Parks & Rec	2,604,828	2,757,758	2,641,721	2,629,858	
Planning	527,435	567,671	566,875	497,114	
Police	8,468,118	8,670,760	8,654,874	8,728,721	
Street & Drainage	1,310,411	1,547,679	1,541,218	1,955,780	
Total	<u>\$ 21,484,751</u>	<u>\$ 19,931,098</u>	<u>\$ 19,786,284</u>	<u>\$ 20,581,716</u>	
			Change in budget FY 11 to FY 12		3.26%
Revenues over (under) expenses	<u>\$ 157,787</u>	<u>\$ 346,218</u>	<u>\$ 1,337,207</u>	<u>\$ 268,330</u>	
			Less: Capital Outlay	\$ (659,797)	
			Operating Expense	\$ 19,921,919	

Fund Balance / Total Operating Expenses = 30.00%

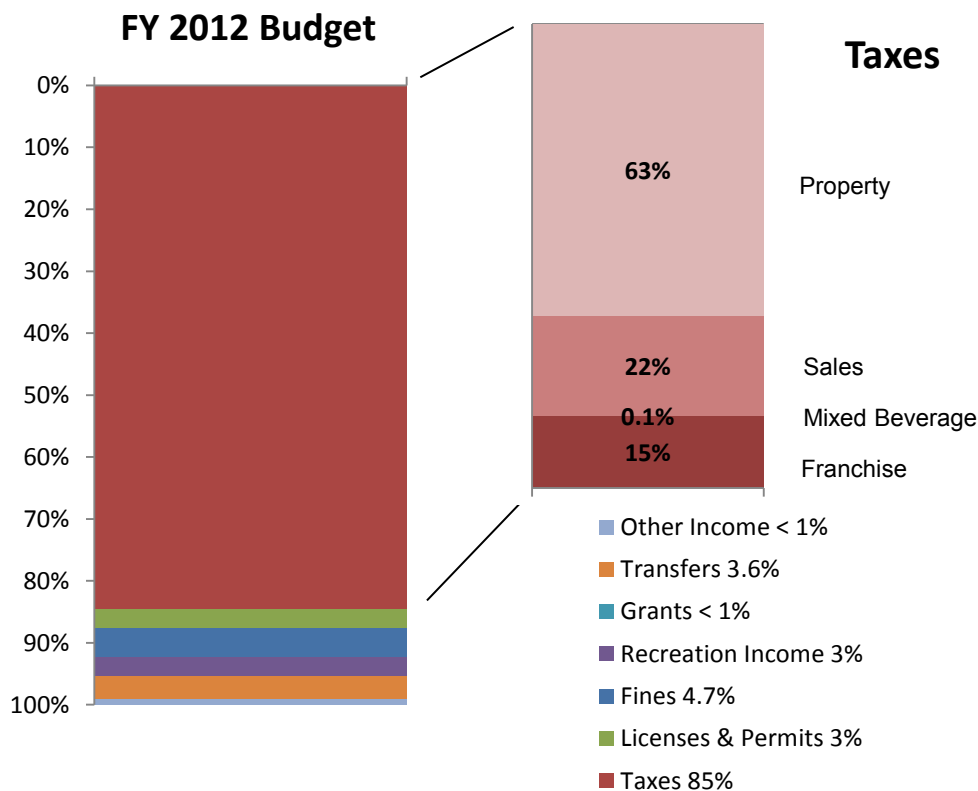
FY 12 Beginning Fund Balance **\$ 6,982,013**

FY 12 Proposed Ending Fund Balance **\$ 5,976,575**

General Fund Revenue

	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget	% Change FY 11-12 Budget	% Change FY 11 Projected to FY 12 Budget
Taxes	\$ 16,981,751	\$ 17,206,062	\$ 17,618,958	\$ 17,622,328	2%	0%
Licenses & Permits	\$ 565,878	\$ 449,900	\$ 644,834	\$ 645,000	43%	0%
Fines	\$ 965,294	\$ 970,000	\$ 1,016,548	\$ 982,646	1%	-3%
Recreation Income	\$ 618,934	\$ 630,100	\$ 606,081	\$ 636,680	1%	5%
Grants	\$ 93,714	\$ 10,689	\$ 52,150	\$ 17,834	67%	-66%
Transfers	\$ 500,000	\$ 700,000	\$ 700,000	\$ 750,000	7%	7%
Other Income	\$ 487,647	\$ 310,566	\$ 484,921	\$ 195,557	-37%	-60%
Total	\$ 21,642,538	\$ 20,277,316	\$ 21,123,492	\$ 20,850,046	2.8%	-1.3%

General Fund Revenues



Budget Summary

The 2% increase in total tax revenue from FY 11 to FY 12 can be attributed to a projected increase in sales tax revenue. The total property tax revenue for operations actually decreases due to the combination of (1) a less than 1% increase in the taxable appraised value, (2) a \$0.005 reduction in the proposed FY 12 property tax rate, and (3) an increase in debt service to cover bond payments for the Library expansion project. Licenses and permits will increase as a reflection of new subdivision projects. Fines and recreation income are expected to show moderate growth for the next five years. The transfer from the Utility Fund will be increased in FY 2011 from \$700,000 to \$750,000 and is projected to remain at that level for the near future. Other income shows a budgeted decrease as these revenues are unpredictable.

General Fund Revenue

		FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget
Taxes					
3200	Property Taxes	10,925,939	11,207,639	11,258,381	11,054,701
3210	Property Tax Int & Penalty	74,482	9,028	42,323	-
3220	Sales Tax	3,363,739	3,467,395	3,677,194	3,816,000
3222	Mixed Beverage Tax	22,286	22,000	28,324	25,000
3230	Franchise Tax	2,595,305	2,500,000	2,612,735	2,726,627
	Subtotal	16,981,751	17,206,062	17,618,958	17,622,328
Licenses & Permits					
3240	Building Permits	372,563	365,000	343,739	352,000
3241	Subdivision Construction Inspection	47,304	22,000	220,917	213,500
3242	Plat Review Fees	86,610	18,000	34,080	27,000
3243	Site Dev Plan Review Fees	31,068	19,300	20,498	25,000
3355	Alarm Permits	8,903	8,600	8,600	9,000
3425	Sports League User Fees	17,744	17,000	17,000	18,500
	Subtotal	565,878	449,900	644,834	645,000
Fines					
3300	Citations	915,357	925,000	962,029	934,146
3301	Animal Impoundment Fees	20,539	17,000	28,045	22,500
3605	Library Fine Revenue	29,398	28,000	26,474	26,000
	Subtotal	965,294	970,000	1,016,548	982,646
Recreation Income					
3400	Reservations	22,581	20,000	26,470	25,000
3420	Pfun Camp	111,683	112,000	112,000	113,700
3426	Recreation Center Income	171,750	180,000	165,040	163,000
3430	Special Events Income	1,135	1,100	975	1,130
3431	Farmers Market	9,116	4,000	10,060	12,600
3440	Pool Income	211,311	225,000	202,563	225,000
3441	Swim Team Income	80,852	88,000	74,631	85,000
3461	Holiday Stroll/Chili Pfest	10,506	-	14,342	11,250
	Subtotal	618,934	630,100	606,081	636,680
Grants					
3344	Loan Star Grant	13,246	-	10,515	-
3351	PCDC Grants	43,768	8,689	36,635	10,064
3357	Federal Vest Grant	12,593	2,000	2,000	4,770
3370	Library Grants	4,260	-	-	3,000

General Fund Revenue

		<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
Grants (continued)					
3371	ARRA 2009 Grant (JAG)	19,848	-	-	-
3372	KPB - Recycling Bag Grant	-	-	3,000	-
	Subtotal	93,714	10,689	52,150	17,834
Transfers					
3750	Transfer	500,000	700,000	700,000	750,000
	Subtotal	500,000	700,000	700,000	750,000
Other Income					
3325	Towing Revenue	9,777	16,000	19,575	16,000
3350	PISD SRO Contract	1,429,320	moved to SR fund	-	-
	Oncor rebate	-	-	40,320	
3410	Donations - Library	600	-	570	-
3412	Donations - Parks	1,780	-	950	-
3415	Donations - Animal Shelter	4,349	-	7,256	-
3417	Donations - KPB	3,500	-	-	-
3700	Service Fees	2,273	1,000	1,000	1,000
3701	TXU Settlement	5,470	-	-	-
3710	Interest Income	21,571	20,000	16,337	20,000
3720	Miscellaneous Income	186,533	111,298	172,936	25,000
3721	Cash Long or Short	(56)	-	(177)	-
3722	Transfer from Special Revenue	6,872	53,617	80,217	
	Trsf from SR - MC Technology		-	-	26,450
	Trsf from SR - MC Efficiency		-	-	1,000
	Trsf from SR - PD Drug Seizure		-	-	75,000
	Trsf from SR - Child Safety		-	-	26,607
3723	Transfer from Park Escrow	31,468	-	-	-
3729	Insurance claim revenue	28,638	80,292	99,845	-
3730	Lake Pflugerville (t-shirts)	16,613	8,000	6,328	4,000
3850	Sale of Fixed Assets	9,432	-	8,705	500
3899	Infrastructure Fees	158,128	14,860	26,059	-
3900	Fund Balance Transfer	-	5,000	5,000	-
	Subtotal	1,916,966	310,566	484,921	195,557
	Total Revenue	<u>\$ 21,642,538</u>	<u>\$ 20,277,316</u>	<u>\$ 21,123,492</u>	<u>\$ 20,850,046</u>



Administration Department

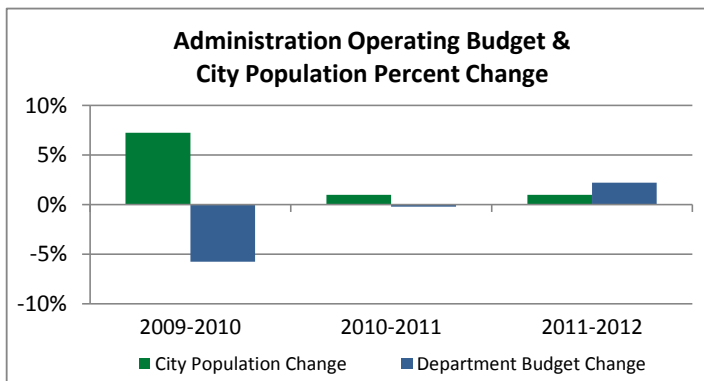
City Manager, Finance, Human Resources

Department Description

Administration is composed of the City Manager's office, Finance, and Human Resources. The budgets for these components are not allocated separately. Each function supports all other City departments and the City Council in their operations. This department also contains funding for City-wide programs and operations such as media and City promotion, information technology infrastructure and Fire Marshal services.



Financial Summary		FY 10	FY 11	FY 11	FY 12	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 11-12 Budget	FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 2,017,815	1,892,460	1,863,255	2,294,959	21%	23%
	Operations & Maintenance	\$ 1,542,911	1,406,013	1,466,583	1,070,967	-24%	-27%
	Supplies	\$ 54,280	47,565	41,565	62,200	31%	50%
	Services	\$ 496,818	552,690	552,366	556,587	1%	1%
Capital Acquisition		\$ 2,528,883	65,000	65,351	-	-100%	-100%
Totals		\$ 6,640,708	\$ 3,963,728	\$ 3,989,119	\$ 3,984,713	1%	0%



Administration Personnel		
	FY 11 Actual	FY 12 Proposed
Full Time	21	24
Part Time	0	0
Seasonal	0	0
Total	21	24

FY 12 Budget Highlights

- One position was removed in FY 11 and one new position, an Assistant City Manager, is proposed for FY 12. Three Facilities Maintenance positions have been moved from other City departments to Administration to comprise a City-wide public facilities maintenance team (Personnel).
- Merit increases for all general fund personnel (excluding those with equity increases) are included at 3% of total general fund salaries beginning January 1, 2012. Merit is not included in individual departments (Personnel).
- Electricity for City-wide streetlights was moved from the Administration Department to the Streets and Drainage Department (Operations and Maintenance).
- Additional supplies (such as gasoline and uniforms) will be needed for the new public facilities maintenance team and further one-time furniture purchases will be needed related to the move (Supplies).
- City-wide memberships have been segregated into a separate account from department memberships (Operations and Maintenance).

Administration Dept Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	1,541,988	1,401,606	1,401,606	1,433,146
<i>New personnel</i>		-		134,636
4005 Overtime	2,312	2,500	2,000	2,000
4010 Employee Incentives	5,383	4,800	5,035	4,900
4015 Employee Retirement	194,949	181,152	182,965	183,174
4020 Social Security/Medicare	106,320	107,781	102,899	110,163
4030 Workers Compensation	7,663	9,146	3,000	3,500
4040 Employee Insurance	89,695	113,054	105,000	132,480
4042 Employee Wellness Program	28,728	33,000	25,000	25,000
4045 EFA Claim Reimbursement	36,070	33,750	33,750	33,750
4050 Unemployment Tax	4,707	5,670	2,000	6,210
4085 Merit Increases		-	-	226,000
4110 Legal Fees	-	5,000	18,000	5,000
4140 Appraisal Fees	83,375	91,740	92,661	101,927
4150 Auditor Professional Fees	45,000	72,500	63,500	65,000
4175 Fire Marshal Fees	76,289	80,000	61,669	65,000
4180 Election expense	159	13,000	13,000	13,000
4195 Other Professional Fees	192,690	180,450	193,535	186,660
4196 Public transportation services	99,305	110,000	110,000	120,000
4197 Media Expense	203,999	150,000	150,000	182,000
4200 Gasoline	730	1,636	1,636	4,000
4210 Vehicle Maintenance	656	1,000	1,000	2,500
4300 Electricity	75,626	95,062	86,000	54,549
4301 Electricity - Street and Traffic lights	400,000	450,000	400,000	-
4310 Telephone	17,630	20,420	17,000	18,000
4320 Water	2,642	2,818	2,818	2,959
4330 Natural Gas	297	357	300	932
4400 Postage	21,235	26,348	19,000	20,000
4405 Uniforms	373	750	750	2,000
4410 Training and Education	11,977	20,000	18,000	20,000
4412 Management Development	35,441	35,000	25,000	25,000
4415 Council Train & Education	4,671	10,000	10,000	10,000

Administration Dept Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4416 Volunteer Appreciation	12,988	10,000	14,000	13,000
4420 Insurance	7,481	8,879	6,097	6,100
4430 Office Supplies	21,815	24,000	20,000	24,000
4440 Small Tools/Equipment	25,027	11,000	9,000	12,200
4450 Advertising	15,707	20,000	6,000	15,000
4460 Memberships/Dues (Department)	5,360	8,216	7,605	7,146
4461 Memberships City-wide	24,341	21,152	21,268	26,810
4465 Rentals/Leases (Copiers)	8,662	9,000	9,100	11,500
4466 Leased Office Space w/ utilities	-	moved to Building, Engineering, Planning		
4470 Publications/Software	6,335	10,179	10,179	20,000
4480 Other Operating Expenses	83,388	60,000	60,000	60,600
4482 Bad Debt Expense	92	250	150	250
4510 Maintenance Contracts	22,577	112,472	112,245	187,621
4520 Maintenance and Repairs	89,832	25,000	132,000	30,000
4600 Emergency Management	5,862	20,000	20,000	20,000
4677 Information Technology	230,435	63,039	112,000	112,000
4680 Special Events	-	37,000	37,000	45,000
4681 TxDOT/SH 45 ROW	200,000	200,000	200,000	200,000
4689 Misc Projects (CHTS in FY10/11)	62,012	-	-	-
Total Operating	4,111,825	3,898,728	3,923,768	3,984,713
<u>Capital Outlay</u>				
4700 Equipment	-	40,000	40,351	-
4702 Software	23,352	-	-	-
4720 Improvements o/t Buildings	5,531	25,000	25,000	-
4720 Stone Hill Infrastructure (Fund Bal)	2,500,000	-	-	-
Total Capital Outlay	2,528,883	65,000	65,351	-
Total Expense	<u>\$ 6,640,708</u>	<u>\$ 3,963,728</u>	<u>\$ 3,989,119</u>	<u>\$ 3,984,713</u>
FY 11 Original Budget - FY 11 Projected Total			\$ 25,392	1%
FY 11 Operating Budget - FY 12 Operating Budget			\$ 85,985	2%
FY 11 Total Budget - FY 12 Total Budget			\$ 20,985	1%

Administration Salaries

Position	Salary	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	Total
City Manager	157,518	20,036	12,050	270	189,875
Assistant City Manager	121,181	15,414	9,270	270	146,135
City Attorney	118,206	15,036	9,043	270	142,555
Finance Director	99,486	12,655	7,611	270	120,022
Assistant City Manager	110,000	13,992	8,415	270	132,677
Assistant Finance Director	72,571	9,231	5,552	270	87,624
City Secretary	72,010	9,160	5,509	270	86,948
HR Manager	56,959	7,245	4,357	270	68,831
Public Information Officer	59,842	7,612	4,578	270	72,301
Accountant II	44,179	5,620	3,380	270	53,449
Website & Events Coordinator	42,744	5,437	3,270	270	51,721
HR Assistant	40,144	5,106	3,071	270	48,591
Purchasing/Accounts Payable	39,437	5,016	3,017	270	47,740
Accountant I	37,502	4,770	2,869	270	45,412
Admin Tech II/AP	35,360	4,498	2,705	270	42,833
Admin Tech II - CMO	32,906	4,186	2,517	270	39,878
Admin Tech II - Finance	40,643	5,170	3,109	270	49,192
Admin Tech I - CMO	30,971	3,940	2,369	270	37,550
Subtotal ¹⁸	1,211,659	154,123	92,692	4,860	1,463,334
Public Facilities Maintenance Team					
Facilities Coordinator	48,090	6,117	3,679	270	58,156
Facilities Maintenance Tech II	30,222	3,844	2,312	270	36,649
Facilities Maintenance Tech	29,973	3,813	2,293	270	36,348
Facilities Maintenance Tech	29,266	3,723	2,239	270	35,497
Facilities Maintenance Tech	29,058	3,696	2,223	270	35,247
Subtotal ⁵	166,608	21,193	12,746	1,350	201,897
Total ²³	1,378,268	175,316	105,437	6,210	1,665,231

Administration Salaries

Position	Salary	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	Total
Sick Leave Incentive	9,350	1,189	715	-	11,255
Longevity	13,728	1,746	1,050	-	16,524
Buyback	15,000	1,908	1,148	-	18,056
Car allowance	16,800	2,137	1,285	-	20,222
Subtotal	1,433,146	182,296	109,636	6,210	1,731,287
Overtime	2,000	254	153	-	2,407
Subtotal	1,435,146	182,551	109,789	6,210	1,733,695
Merit	-	-	-	-	-
Incentives	4,900	623	375	-	5,898
Totals	\$ 1,440,046	\$ 183,174	\$ 110,163	\$ 6,210	\$ 1,739,593

New Admin Dept Personnel

Position	Proposed Salary	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Assistant City Manager*	106,388	13,533	8,139	270	532	5,775	134,636
		-	-	-	-		-
Totals	<u>\$ 106,388</u>	<u>\$ 13,533</u>	<u>\$ 8,139</u>	<u>\$ 270</u>	<u>\$ 532</u>	<u>\$ 5,775</u>	<u>\$ 134,636</u>

*Includes vehicle allowance

Administration Capital Outlay

Account Number	Item	FY 12 Proposed
	None requested	
	4700 Total	\$ -
	None requested	\$ -
	4720 Total	\$ -
	Total Capital Outlay	\$ -

Admin Other Professional Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Appraisal Service	-	-	3,800	-
Background Checks	1,359	100	1,414	2,000
Bond Arbitrage Rebate Calculations	8,870	3,250	5,285	7,150
COBRA	3,713	3,750	3,800	3,840
Code updates	6,390	10,000	10,000	10,000
Confidential Record Storage	827	750	1,600	1,600
Drug Screening/Physicals	14,331	7,500	7,628	9,000
Employee Assessments	1,575	1,150	-	-
Employee Assistance Program	9,122	10,570	9,136	10,570
GASB 45 - OPEB Reporting	1,404	5,880	4,507	-
Incubator Feasibility Study	-	5,000	5,000	-
Information Technology Services	127,185	114,000	114,000	114,000
Multi-Lingual Testing	1,280	1,000	1,000	1,000
Offsite Backup Services	12,956	12,000	13,200	16,000
Online Legal Research Service	1,104	1,500	1,140	1,500
Ordinance Review - Landscape	-	5,600	5,600	-
Recruitment Services	2,500	-	-	-
Temporary Personnel	-	-	1,880	5,000
W-2 & 1099 Processing	-	4,000	4,546	5,000
	<u>\$ 192,690</u>	<u>\$ 186,050</u>	<u>\$ 193,535</u>	<u>\$ 186,660</u>

Administration Dept Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
City Attorney				
Austin Bar Association	150	150	160	170
State Bar of Texas (Attorney License)	-	260	235	235
Texas Municipal Courts Association	50	50	50	50
Texas City Attorney Association (TCAA)	60	160	60	60
City Manager				
International City Managers Assoc. (ICMA)	969	2,341	2,341	2,341
Texas Board of Engineers (Engineering License)	235	250	235	235
Texas City Managers Association (TCMA)	406	965	879	1,500
City Secretary				
ARMA (Records Management)	420	210	210	210
Capital City Chapter of Municipal Clerks	30	30	30	30
International Institute of Municipal Clerks (IIMC)	165	165	175	175
Texas Municipal Clerks Association (TMCA)	85	170	170	170
Director of Operations				
AICP/APA (Amer. Inst. of Certified Planners/Amer Plan Assoc)	550	460	460	460
Finance				
Government Finance Officers Association (GFOA)	625	675	525	455
Government Finance Officers Association of Texas (GFOAT)	215	320	375	375
Texas Public Purchasing Association (TPPA)	-	-	100	100
Texas State Board of Public Accountancy (CPA License)	40	65	65	65
Public Information				
City County Communications & Marketing Association	375	375	375	375
Texas Assoc of Municipal Information Officers (TAMIO)	-	65	65	65
National Association of Government Webmasters (NAGW)	-	75	75	75
	\$ 4,410	\$ 6,786	\$ 6,585	\$ 7,146

Not Renewing				
American Payroll Association	-	195	-	-
American Society of Civil Engineers (ASCE)	-	260	-	-
Council on Government Ethics Laws (COGEL)	445	445	445	-
International Public Mgmt Association - HR (IPMA)	105	145	105	-
Society for Human Resource Management	-	160	180	-
Texas Assoc of Gov Info Tech Managers (TAGITM)	100	-	-	-
Texas Municipal Human Resources Association (TMHRA)	75	75	75	-
Texas Municipal Utilities Association (TMUA)	-	-	65	-
Williamson County HR Management Association (WCHRMA)	175	150	150	-
	\$ 950	\$ 1,430	\$ 1,020	\$ -
	\$ 5,360	\$ 8,216	\$ 7,605	\$ 7,146

Administration City Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
2Checkout.com	-	-	35	35
Austin-San Antonio Corridor Council	3,000	3,000	3,000	3,000
CAMPO (Capital Area Metropolitan Planning Organization)	4,000	2,500	2,500	2,500
CAPCOG (Capital Area Council of Govs)	3,339	3,673	4,008	4,900
Envision Central Texas	5,000	2,500	2,500	2,500
Greater Pflugerville Chamber of Commerce (GPCC)	4,000	4,000	4,000	4,000
Keep Texas Beautiful	75	75	moved to Parks	
Scenic City Texas	-	-	-	500
Strategic Government Resources	175	175	175	175
Texas Comptroller of Public Accounts (Purchasing Co-op)	100	100	100	100
Texas Municipal League (TML)	4,652	5,129	4,950	5,100
Texas Rural Water Association	-	-	-	4,000
Subtotal	\$ 24,341	\$ 21,152	\$ 21,268	\$ 26,810

Admin Maintenance Contracts

<u>Equipment/Software</u>	<u>Term</u>	<u>Location</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Agenda Review	1 year	City Hall Complex	-	10,000	10,000	11,000
Alarm Monitoring	1 year	City Hall Complex	-	-	1,557	6,228
Anti-virus Trend Micro	1 year	City Hall Complex	2,100	2,100	2,100	2,310
ASP Net	1 year	City Hall Complex	-	15,000	15,000	15,000
Contract Management	1 year	Suite 300	162	170	170	170
Custodial Services	1 year	City Hall Complex	-	-	-	30,000
Fiber Optic Line	1 year	City Hall to ESD facility	-	-	-	7,000
Finance Software	1 year	Suite 100	16,346	15,925	16,500	17,250
Generator	1 year	City Hall Complex	1,643	1,643	1,643	1,643
i applicants (tracking)	1 year	Suite 100	1,908	2,400	2,400	2,400
Mowing (City facilities)	1 year	City Hall, Justice Center, Library, Rec Center	-	-	-	15,000
Office 2010/Windows 7	1 year	City-wide (except PD)	-	44,300	45,500	45,500
Pest Control	1 year	City Hall Complex	220	440	440	440
Server Licenses (4-2011, 11-2012)	1 year	City Hall Complex	-	4,494	4,494	10,000
Spam Filter	1 year	City Hall Complex	-	4,000	3,627	3,680
VM Ware Maintenance	1 year	City Hall Complex	-	12,000	8,814	20,000
			<u>\$ 22,577</u>	<u>\$ 112,472</u>	<u>\$ 112,245</u>	<u>\$ 187,621</u>

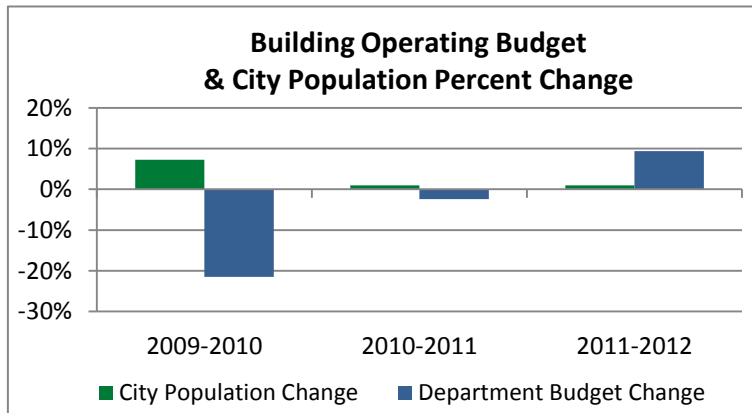
Building Department

Department Mission

Ensure that Pflugerville's residences and places of business are designed and constructed to the standards for quality, safety, and efficiency in accordance with the adopted building, site development, and zoning regulations.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 370,879	374,183	379,787	393,327	5%	4%
	Operations & Maintenance	33,399	41,579	42,348	73,177	76%	73%
	Supplies	6,611	6,880	9,100	10,200	48%	12%
	Services	-	15,000	-	2,000	-87%	100%
Capital Acquisition		38,074	-	-	-	n/a	n/a
Totals		\$ 448,964	\$ 437,643	\$ 431,234	\$ 478,704	9%	11%



Building Personnel

	FY 11 Actual	FY 12 Proposed
Full Time	6	6
Part Time	0	0
Seasonal	0	0
Total	6	6

FY 12 Budget Highlights

- No new personnel are included in the FY 12 budget and two Building Inspector positions remain vacant.
- Office space will be leased to promote more efficient and effective operations (Operations and Maintenance).
- The FY 11 budget included a department accreditation; however, management has decided that the accreditation will not be pursued (Services).
- The FY 12 budget includes services for off-site records storage (Services).
- The Building Code is revised every three years, therefore new Code publications will need to be purchased for reference (Supplies).

Building Department Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	281,078	279,023	286,025	292,807
New personnel	-	-	-	-
4005 Overtime	1,180	-	157	-
4010 Employee Incentives	4,500	4,500	4,500	4,500
4015 Employee Retirement	36,833	36,660	37,825	37,817
4020 Social Security/Medicare	20,617	21,690	21,210	22,744
4030 Workers Compensation	1,064	1,171	719	719
4040 Employee Insurance	24,472	29,520	28,500	33,120
4050 Unemployment Tax	1,134	1,620	850	1,620
4195 Other Professional Fees	-	15,000	-	2,000
4200 Gasoline	4,619	3,680	5,900	5,500
4210 Vehicle Repair & Maintenance	3,372	2,000	2,000	2,600
4300 Electricity	10,110	11,500	11,500	-
4310 Telephone	9,298	7,600	9,699	7,600
4330 Natural Gas	207	231	230	-
4405 Uniforms	659	800	807	900
4410 Training and Education	1,867	2,160	2,160	2,640
4420 Insurance	3,332	3,998	2,952	2,952
4430 Office Supplies	837	1,000	1,000	1,100
4440 Small Tools/Equipment	310	600	600	600
4450 Advertising	-	1,000	1,000	-
4460 Memberships/Dues	622	1,282	792	777
4465 Rentals/Leases	2,320	2,808	2,808	2,808
4466 Leased Office Space w/ utilities	-	-	-	47,000
4470 Publications/Software	846	1,600	1,600	3,000
4480 Other Operating Expenses	1,490	1,200	1,400	1,400
4510 Maintenance Contracts	-	4,000	4,000	4,000
4520 Maintenance and Repairs	123	3,000	3,000	500
Total Operating	410,890	437,643	431,234	478,704

Building Department Expense

	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
<u>Capital Outlay</u>				
4700 Equipment	-	-	-	-
4702 Software	38,074	-	-	-
Total Capital Outlay	38,074	-	-	-
Total Expense	<u>\$ 448,964</u>	<u>\$ 437,643</u>	<u>\$ 431,234</u>	<u>\$ 478,704</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (6,408)	-1%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 41,061	9%
FY 11 Total Budget - FY 12 Total Budget	\$ 41,061	9%

Building Department Salaries

<u>Position</u>	<u>Salary</u>	<u>12.72% Retire- ment</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>Total</u>
Building Official	70,034	8,908	5,358	270	84,569
Building Inspector III	50,502	6,424	3,863	270	61,060
Building Inspector II	-	-	-	-	-
Building Inspector I	-	-	-	-	-
Building Inspector I	43,389	5,519	3,319	270	52,497
Building Inspector I	39,478	5,022	3,020	270	47,790
Administrative Tech II	42,286	5,379	3,235	270	51,170
Administrative Tech II	35,547	4,522	2,719	270	43,058
Subtotal ⁸	281,237	35,773	21,515	1,620	340,145
Sick Leave Incentive	1,650	210	126	-	1,986
Longevity	4,320	550	330	-	5,200
Buyback	5,600	712	428	-	6,741
Subtotal	292,807	37,245	22,400	1,620	354,072
Overtime	-	-	-	-	-
Subtotal	292,807	37,245	22,400	1,620	354,072
Merit	-	-	-	-	-
Incentives	4,500	572	344	-	5,417
Totals	<u>\$ 297,307</u>	<u>\$ 37,817</u>	<u>\$ 22,744</u>	<u>\$ 1,620</u>	<u>\$ 359,488</u>

4195 Building Dept Other Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Building Inspection Services Accreditation*	-	15,000	-	-
Off-site Records Storage	-	-	-	2,000
	<u>\$ -</u>	<u>\$ 15,000</u>	<u>\$ -</u>	<u>\$ 2,000</u>

*Not pursuing this accreditation.

4460 Building Department Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Building Officials Association of Texas	50	50	50	50
Capital Area Building Officials	-	100	100	100
International Code Council (ICC)	100	100	125	125
International Association of Electrical Inspectors	102	102	102	102
National Fire Protection Association	150	150	150	150
PHCC of Texas (Plumbing Certification)	-	480	-	-
Texas Floodplain Management	-	30	30	30
Texas State Board of Plumbing Examiners	220	220	235	220
	<u>\$ 622</u>	<u>\$ 1,282</u>	<u>\$ 792</u>	<u>\$ 777</u>

4510 Building Maintenance Contracts

Equipment	Term	Location	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Inspection Request Software Support	1 year	Suite 200	-	-	-	-
Trakit Annual Software Support*	1 year	Suite 200	-	4,000	4,000	4,000
			<u>\$ -</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>

*Department share of annual maintenance, cost shared with Planning and Engineering.



Municipal Court

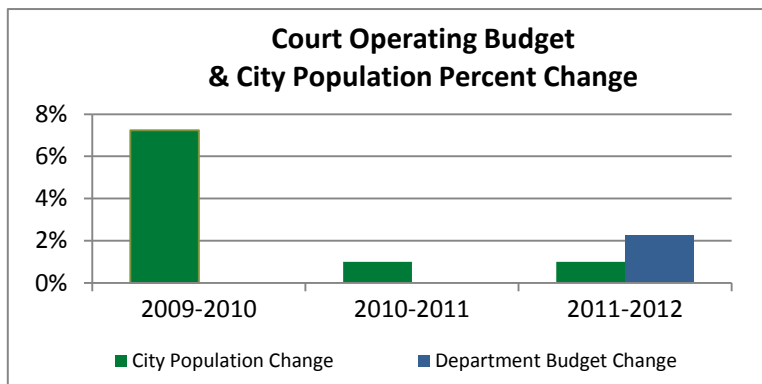
Department Mission

To provide quality service in a professional manner and to ensure trust and confidence in the Pflugerville Municipal Court. It is our goal to treat each person efficiently and with dignity and respect. The Court is dedicated to providing a fair and just resolution of the legal issues within its jurisdiction and in accordance with the laws of the State of Texas.



Financial Summary	FY 10	FY 11	FY 11	FY 12	% Change	% Change
	Actual	Budget	Projected	Proposed Budget	FY 11 - 12 Budget	FY 11 Projected to FY 12 Budget
Operating Personnel	\$ -	311,698	323,086	326,085	5%	1%
Operating Operations & Maintenance	-	26,789	20,655	22,151	-17%	7%
Operating Supplies	-	15,000	14,800	13,000	-13%	-12%
Operating Services	-	11,350	11,350	11,890	5%	5%
Capital Acquisition	-	3,025	3,025	-	-100%	-100%
Totals	\$ -	\$ 367,862	\$ 372,916	\$ 373,127	1%	0%

FY 11 was the first year the Court was a separate department, previously it was combined with the Police Department.



Court Personnel

	FY 11 Actual	FY 12 Proposed
Full Time	5	5
Part Time	1	1
Seasonal	0	0
Total	6	6

FY 12 Budget Highlights

- FY 12 is the second year the Court will be a separately budgeted department, previously it was combined with the Police Department budget.
- The FY 12 budget includes no new personnel or capital acquisitions.
- Some department expenditures continue to be funded with Court Special Revenue funds, as available, such as software maintenance.

Court Department Expense

	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Operating				
4000 Salaries	-	237,823	246,615	243,686
<i>New Personnel</i>				
4005 Overtime	-	2,500	750	1,500
4010 Employee Incentives	-	6,500	4,673	4,900
4015 Employee Retirement	-	27,357	27,560	27,328
4020 Social Security/Medicare	-	18,882	18,882	19,132
4030 Workers Compensation	-	2,500	319	319
4040 Employee Insurance	-	14,515	23,667	27,600
4050 Unemployment Tax	-	1,620	620	1,620
4195 Other Professional Fees	-	11,350	11,350	11,890
4310 Telephone	-	420	420	420
4410 Training and Education	-	1,000	-	1,000
4420 Insurance	-	6,000	456	456
4430 Office Supplies	-	15,000	14,800	13,000
4460 Memberships/Dues	-	165	165	165
4465 Rentals/Leases (copiers)	-	2,912	3,822	4,000
4480 Other Operating	-	1,500	1,000	1,000
4510 Maintenance Contracts	-	14,792	14,792	15,110
Total Operating	-	364,837	369,891	373,127
Capital Outlay				
4700 Equipment	-	3,025	3,025	-
Total Capital Outlay	-	3,025	3,025	-
Total	\$ -	\$ 367,862	\$ 372,916	\$ 373,127

FY 11 was the first budget year this department was separate from Police.

FY 11 Approved Budget - FY 11 Projected Total	\$ 5,054	1%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 8,290	2%
FY 11 Total Budget - FY 12 Total Budget	\$ 5,265	1%

Court Department Salaries

Position	Salary	12.72% Retire- ment	7.65 % SS/Med Taxes	3.0% TEC	Total
Court Admin/Assoc. Judge	76,486	9,729	5,851	270	92,336
Court Clerk	37,232	4,736	2,848	270	45,086
Deputy Court Clerk	31,678	4,029	2,423	270	38,401
Deputy Court Clerk	31,366	3,990	2,400	270	38,026
Deputy Court Clerk	27,040	3,439	2,069	270	32,818
Subtotal ⁵	203,802	25,924	15,591	1,350	246,667
Municipal Court Judge - PT	35,242	-	2,696	270	38,208
Subtotal ¹	239,044	25,924	18,287	1,620	284,875
Sick Leave Incentive	1,030	131	79	-	1,240
Longevity	2,112	269	162	-	2,542
Buyback	1,500	191	115	-	1,806
Subtotal	243,686	26,514	18,642	1,620	290,462
Overtime	1,500	191	115	-	1,806
Subtotal	245,186	26,705	18,757	1,620	292,268
Merit	-	-	-	-	-
Incentives	4,900	623	375	-	5,898
Totals ⁶	\$ 250,086	\$ 27,328	\$ 19,132	\$ 1,620	\$ 298,166

4195 Court Other Professional Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Credit Card Fees	paid from SR	10,800 *	10,800 *	11,340 *
Interpreter - Court	-	500	500	500
Public Bond Insurance	-	50	50	50
	\$ -	\$ 11,350	\$ 11,350	\$ 11,890

*Expenditure will be funded with Special Revenue funds, an offsetting revenue is included in the General Fund Revenue.

4460 Court Department Memberships

<u>Vendors</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Texas Association for Court Administrators	-	75	75	75
Texas Court Clerks Association	-	40	40	40
Texas Municipal Court Association	-	50	50	50
	<u>\$ -</u>	<u>\$ 165</u>	<u>\$ 165</u>	<u>\$ 165</u>

4510 Court Maintenance Contracts

<u>Equipment</u>	<u>Term</u>	<u>Location</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Software & Hardware	1 year	Justice Center (Court)	-	11,895	11,895	12,000 *
Software & Hardware	1 year	Justice Center (Court)	-	1,587	1,587	1,800 *
Ticket Writers	1 year	Justice Center (Court)	-	1,310	1,310	1,310 *
			<u>\$ -</u>	<u>\$ 14,792</u>	<u>\$ 14,792</u>	<u>\$ 15,110</u>

*Expenditure will be funded with Special Revenue funds, an offsetting revenue is included in the General Fund Revenue.

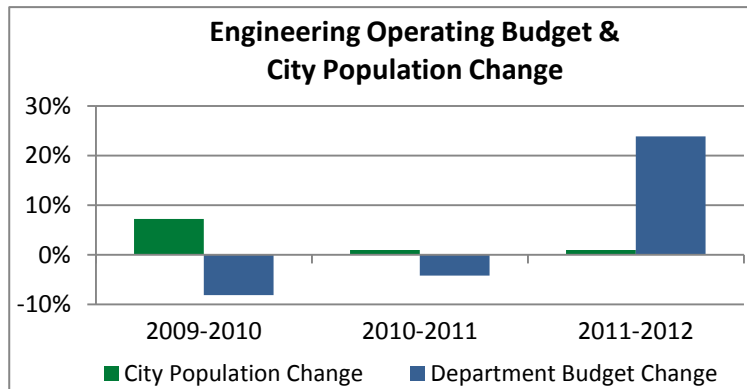
Engineering Department

Department Mission

Ensure that the public facilities which serve Pflugerville's water, wastewater, transportation, and drainage needs are designed and constructed to the standards for quality, safety, and efficiency in accordance with the City's adopted regulations and guidelines while providing for responsible, efficient management of capital improvement projects.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 407,511	479,778	444,714	432,041	-10%	-3%
	Operations & Maintenance	20,473	35,588	72,036	94,326	165%	31%
	Supplies	6,174	9,150	5,200	5,200	-43%	0%
	Services	26,080	77,700	77,700	214,312	176%	176%
	Capital Acquisition	38,074	2,500	1,922	-	-100%	-100%
Totals		\$ 498,312	\$ 604,716	\$ 601,572	\$ 745,879	23%	24%



Engineering Personnel

	FY 11 <u>Actual</u>	FY 12 <u>Proposed</u>
Full Time	6	6
Part Time	0	0
Seasonal	0	0
Total	6	6

FY 12 Budget Highlights

- The City Engineer position has been removed from the personnel budget and the City Engineer duties are currently being performed by an outside engineering firm (Personnel and Services).
- A Stormwater Coordinator position is included for FY 12 to manage the City's Phase II Municipal Separate Storm Sewer System (MS4) program (Personnel).
- Subdivision testing expenditures are anticipated to increase due to additional subdivision construction filings in FY 11 (Operations).
- Office space will be leased to promote more efficient and effective operations (Operations).
- The department will oversee design and construction for additional street lights in areas of the City that do not currently have lighting or have significant lighting gaps. Potential areas include recently annexed subdivisions, portions of Pfennig Ln and Swenson Farms Blvd (Services).

Engineering Department Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	316,785	364,548	343,199	281,140
New Personnel	-	-	-	60,478
4005 Overtime	1,397	5,000	1,275	2,500
4010 Employee Incentives	360	360	360	360
4015 Employee Retirement	40,913	47,821	43,539	36,117
4020 Social Security/Medicare	24,437	28,090	26,730	21,495
4030 Workers' Compensation	1,433	1,741	1,124	1,000
4040 Employee Insurance	21,196	30,598	27,737	27,600
4050 Unemployment Tax	990	1,620	750	1,350
4195 Other Professional Fees	26,080	77,700	77,700	214,312
4200 Gasoline	3,029	3,000	3,000	3,000
4210 Vehicle Repair & Maintenance	878	2,000	1,000	2,000
4300 Electricity	534	600	425	-
4310 Telephone	4,919	6,248	4,175	4,500
4330 Natural Gas	405	500	350	-
4405 Uniforms	-	800	800	800
4410 Training/Education/Travel	3,132	4,000	2,000	2,000
4420 Insurance	2,826	3,391	2,336	2,336
4430 Office Supplies	705	1,400	700	700
4440 Small Tools & Equipment	2,134	1,750	1,000	1,000
4450 Advertising	-	-	1,000	1,000
4460 Memberships/Dues	815	1,650	1,250	990
4465 Rentals/Leases	2,069	2,300	1,600	-
4466 Leased Office Space w/ utilities	-	-	-	47,000
4470 Publications/Software	306	3,000	500	500
4480 Other Operating Expenses	1,445	2,500	2,000	2,500
4486 Subdivision Testing	1,610	5,000	15,000	25,000
4510 Maintenance Contracts	1,506	5,600	5,600	5,700
4520 Maintenance & Repairs	335	1,000	34,500	500
Total Operating	460,238	602,216	599,650	745,879

Engineering Department Expense

	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
Capital Outlay				
4700 Equipment	-	2,500	1,922	-
4702 Software	38,074	-	-	-
Total Capital Outlay	38,074	2,500	1,922	-
Total Expense	<u>\$ 498,312</u>	<u>\$ 604,716</u>	<u>\$ 601,572</u>	<u>\$ 745,879</u>

FY 11 Original Budget - FY 12 Projected Total	\$ (3,144)	-1%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 143,663	24%
FY 11 Total Budget - FY 12 Total Budget	\$ 141,163	23%

Engineering Department Salaries

Position	Salary	12.72% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	Total
Engineer	73,507	9,350	5,623	270	88,751
Engineer Associate/Engineer*	55,670	7,081	4,259	270	67,280
Senior Construction Inspector	62,254	7,919	4,762	270	75,206
Construction Inspector II	41,891	5,329	3,205	270	50,694
Construction Inspector I	38,251	4,866	2,926	270	46,313
Subtotal ⁵	271,574	34,544	20,775	1,350	328,244
Sick Leave Incentive	2,610	332	200	-	3,142
Longevity	3,456	440	34	-	3,929
Buyback	3,500	445	268	-	4,213
Subtotal	281,140	35,761	21,276	1,350	339,528
Overtime	2,500	318	191	-	3,009
Subtotal	283,640	36,079	21,468	1,350	342,537
Merit	-	-	-	-	-
Incentives	360	38	28	-	426
Totals	\$ 284,000	\$ 36,117	\$ 21,495	\$ 1,350	\$ 342,963

*The Engineering Associate employee is a candidate to receive Public Engineering (PE) license. Budgeted salary reflects increase to an Engineer salary grade.

Engineering New Personnel

Position	Proposed Salary	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Stormwater Coordinator	44,742	5,691	3,423	270	577	5,775	60,478
Totals	\$ 44,742	\$ 5,691	\$ 3,423	\$ 270	\$ 577	\$ 5,775	\$ 60,478

4195 Engineering Dept Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Pavement Engineering Standards	-	-	-	5,112
Construction Plan Review	288	-	-	-
External City Engineer	-	-	49,000	100,000
Lake Pflugerville LOMR Application	7,400	-	-	-
Misc. Environmental Testing	-	10,000	-	10,000
Misc. Surveying	-	2,000	-	2,000
Permits	100	200	-	200
Phase II MS4	24,192	50,000	16,600	50,000
ROW/title service	-	3,000	-	3,000
Street Lights (Design and Construction)	-	-	-	20,000
Traffic Studies (Annexations, etc.)	-	10,000	12,100	20,000
Update Design Guidelines	-	2,500	-	2,500
Weiss Lane Final Design	1,500	-	-	1,500
	\$ 33,480	\$ 77,700	\$ 77,700	\$ 214,312

4460 Engineering Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
American Society of Civil Engineers	260	800	705	520
Institute of Transportation Engineers (ITE)	-	250	225	-
Professional Engineers Board	235	500	235	470
Texas Bd of Prof Land Surveying	235	-	-	-
Texas Floodplain Management Association	85	100	85	-
Total	\$ 815	\$ 1,650	\$ 1,250	\$ 990

4510 Eng Maintenance Contracts

Equipment/ Service	Term	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Auto CAD License	1 year	1,506	1,600	1,600	1,700
Trakit Annual Software Support*	1 year	-	4,000	4,000	4,000
		<u>\$ 1,506</u>	<u>\$ 5,600</u>	<u>\$ 5,600</u>	<u>\$ 5,700</u>

*Department share of annual maintenance, cost shared with Building and Planning.

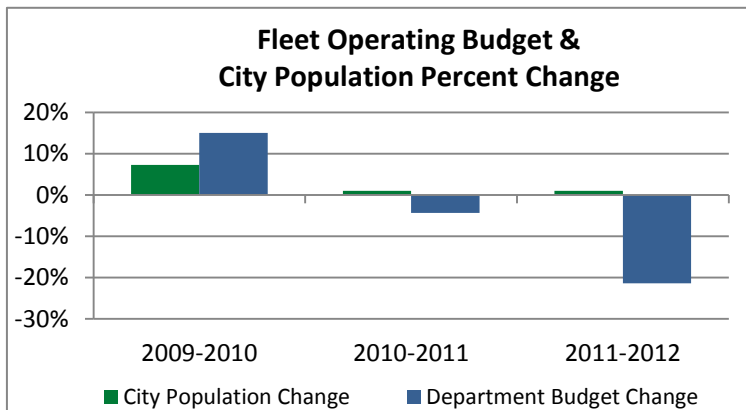
Fleet Department

Department Mission

Ensure all the City vehicles and equipment are in the best running condition possible, through routine maintenance and repair.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 185,211	193,223	186,683	157,639	-18%	-16%
	Operations & Maintenance	\$ 40,048	45,320	32,872	23,367	-48%	-29%
	Supplies	\$ 36,389	33,850	32,350	33,250	-2%	3%
	Services	\$ -	-	-	-	0%	0%
Capital Acquisition		\$ 15,160	-	-	-	0%	0%
Totals		\$ 276,808	\$ 272,393	\$ 251,905	\$ 214,257	-21%	-15%



	FY 11 Actual	FY 12 Proposed
Full Time	3	2
Part Time	1	2
Seasonal	0	0
Total	4	4

FY 12 Budget Highlights

- Management is currently evaluating the department and reviewing best practices for fleet services. As process improvements are determined changes will be implemented.
- Staffing changes in the Fleet department include removing one full-time Automotive Mechanic position and adding a part-time Mechanic Helper.
- In FY 11 the department moved to a new location, 2609 E. Pecan, with the other Public Works departments. In the new location, electricity and natural gas are not separately metered and those expenditures have been removed from the budget. In addition, the copier existing at that location will be used by Fleet and separate copier rental will no longer be necessary (Operations).

Fleet Department Expense

		FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Operating					
4000	Salaries	138,860	140,275	139,368	119,378
	New Personnel		-	-	-
4005	Overtime	3,632	5,000	2,000	2,000
4010	Employee Incentives	665	720	375	360
4015	Employee Retirement	16,861	17,500	16,825	12,469
4020	Social Security/Medicare	10,491	11,169	10,665	9,313
4030	Workers Compensation	2,253	2,478	2,000	2,000
4040	Employee Insurance	11,751	15,001	14,750	11,040
4050	Unemployment Tax	699	1,080	700	1,080
4200	Gasoline	2,252	2,000	2,000	2,000
4210	Vehicle Repair	1,985	2,000	2,000	2,000
4220	Equipment Repair	1,124	1,200	2,500	2,700
4300	Electricity	13,091	15,000	6,500	-
4310	Telephone	2,079	1,663	1,322	1,367
4330	Natural Gas	2,396	2,583	1,500	-
4405	Uniforms	571	1,000	1,000	1,000
4410	Training and Education	1,206	1,400	750	750
4420	Insurance	3,487	4,184	1,500	1,500
4430	Office Supplies	53	150	150	150
4440	Small Tools/Equipment	6,156	5,000	4,500	5,400
4460	Memberships/Dues	-	490	-	-
4465	Rentals/Leases	3,072	2,500	2,500	1,000
4470	Publications/Software	1,608	1,700	700	700
4480	Other Operating Expenses	10,727	10,000	10,000	10,000
4510	Maintenance Contracts	-	2,300	2,300	2,300
4520	Maintenance and Repairs	309	1,000	1,000	750
4687	Bulk Supplies	26,320	25,000	25,000	25,000
	Total Operating	261,648	272,393	251,905	214,257

Fleet Department Expense

	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
<u>Capital Outlay</u>				
4700 Equipment	12,665	-	-	-
Total Capital Outlay	15,160	-	-	-
Total Expense	<u>\$ 276,808</u>	<u>\$ 272,393</u>	<u>\$ 251,905</u>	<u>\$ 214,257</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (20,488)	-8%
FY 11 Operating Budget - FY 12 Operating Budget	\$ (58,136)	-21%
FY 11 Total Budget - FY 12 Total Budget	\$ (58,136)	-21%

Fleet Department Salaries

Position	Salary	12.72% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	Total
Fleet Maintenance Foreman	51,334	6,530	3,927	270	62,061
Automotive Mechanic II	37,731	4,799	2,886	270	45,687
Subtotal ¹⁶	89,066	11,329	6,814	540	107,748
Mechanics Helper - PT	11,856	-	907	270	13,033
Mechanics Helper - PT	11,856	-	907	270	13,033
Subtotal ²	112,778	11,329	8,627	1,080	133,814
Sick Leave Incentive	700	89	54	-	843
Longevity	2,400	305	184	-	2,889
Buyback	3,500	445	268	-	4,213
Subtotal	119,378	12,169	9,132	1,080	141,759
Overtime	2,000	254	153	-	2,407
Subtotal	121,378	12,423	9,285	1,080	144,166
Merit	-	-	-	-	-
Incentives	360	46	28	-	433
Totals ¹⁸	\$ 121,738	\$ 12,469	\$ 9,313	\$ 1,080	\$ 144,599

4460 Fleet Department Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
American Welding Society	-	300	-	-
American Public Works - Fleet	-	190	-	-
	\$ -	\$ 490	\$ -	\$ -

4510 Fleet Maintenance Contracts

<u>Equipment/Service</u>	<u>Term</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Vehicle Inspection Equipment	1 year	-	2,300	2,300	2,300
		<u>\$ -</u>	<u>\$ 2,300</u>	<u>\$ 2,300</u>	<u>\$ 2,300</u>

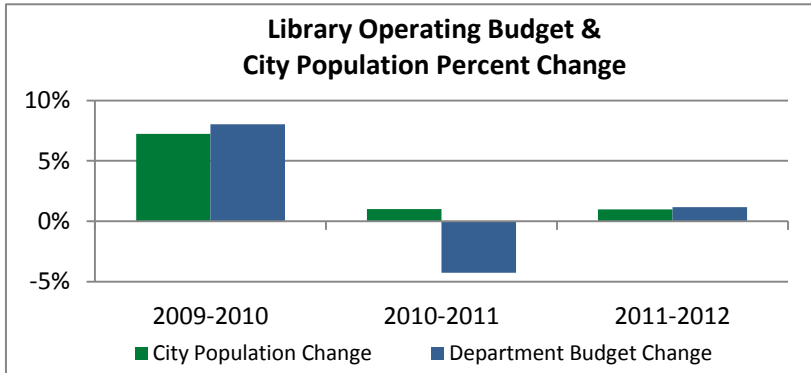
Library Department

Department Mission

To provide quality materials and services which fulfill educational, informational, cultural, and recreational needs of the entire community in an atmosphere that is welcoming, respectful, and professional.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 531,469	562,105	553,249	525,489	-7%	-5%
	Operations & Maintenance	\$ 70,391	76,535	79,376	81,173	6%	2%
	Supplies	\$ 13,347	10,250	10,225	13,500	32%	32%
	Services	\$ -	-	-	36,400	100%	100%
Capital Acquisition		\$ 93,960	92,000	92,000	317,000	245%	245%
Totals		\$ 709,168	\$ 740,890	\$ 734,850	\$ 973,562	31%	32%



	FY 11 Actual	FY 12 Proposed
Full Time	10	9
Part Time	3	3
Seasonal	1	1
Total	14	13

FY 12 Budget Highlights

- The Library expansion is anticipated to be complete in late summer 2012 and the renovation of the existing Library in winter 2013.
- Moved Facilities Maintenance position to Administration as part of the Public facilities maintenance team.
- Services in FY12 are related to the Library's expansion and renovation project, including moving services and the commissioning of the new building.
- Computer (thin client) terminals (five) and a youth computer terminal are needed (Supplies).
- Furniture and equipment needed for the new facility in fiscal year 12 is included in the department budget as capital acquisitions and a portion is included for funding from the proposed General Capital Reserve Fund. Additional equipment will be needed in fiscal year 13 as the renovation is completed.
- Purchases for additional books, periodicals, audiovisual materials are anticipated to increase 9% in FY12 (Capital Acquisition).

Library Department Expense

	<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000	Salaries	392,600	406,234	406,174	376,371
	<i>New personnel</i>		-		-
4005	Overtime	2,684	3,000	3,000	3,500
4010	Employee Incentives	14,099	16,550	12,393	15,301
4015	Employee Retirement	47,822	50,280	49,292	46,039
4020	Social Security/Medicare	30,708	32,572	32,250	30,231
4030	Workers Compensation	1,300	1,430	940	940
4040	Employee Insurance	39,924	48,310	47,500	49,680
4050	Unemployment Tax	2,333	3,728	1,700	3,427
4195	Other Professional Fees	-	-	-	36,400
4200	Gasoline	330	400	375	-
4300	Electricity	21,409	25,000	22,000	25,000
4310	Telephone	5,202	5,864	5,036	5,725
4330	Natural Gas	896	998	600	1,100
4344	Loan Star Grant	10,334	-	10,515	-
4405	Uniforms	300	350	350	-
4410	Training and Education	2,412	4,000	3,500	3,500
4420	Insurance	6,420	4,560	4,028	4,028
4430	Office Supplies	5,030	7,000	7,000	7,000
4440	Small Tools/Equipment	4,606	2,500	2,500	5,500
4460	Memberships/Dues	310	310	310	310
4465	Rentals/Leases	4,115	4,500	4,500	5,000
4470	Publications/Software	3,082	-	-	1,000
4480	Other Operating	7,025	8,500	8,500	9,000
4510	Maintenance Contracts	3,593	10,803	8,388	10,510
4520	Maintenance and Repairs	5,197	8,000	8,000	10,000
4680	Special Events	3,479	4,000	4,000	7,000
	Total Operating	615,208	648,890	642,850	656,562

Library Department Expense

		<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
<u>Capital Outlay</u>					
4700	Equipment	4,491	-	-	217,000
4701	Books	89,469	92,000	92,000	100,000
	Total Capital Outlay	93,960	92,000	92,000	317,000
	Total Expense	<u>\$ 709,168</u>	<u>\$ 740,890</u>	<u>\$ 734,850</u>	<u>\$ 973,562</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (6,039)	-0.8%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 7,672	1.2%
FY 11 Total Budget - FY 12 Total Budget	\$ 232,672	31%

Library Department Salaries

<u>Position</u>	<u>Salary</u>	<u>12.72% Retire- ment</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>Total</u>
Library Director	73,624	9,365	5,632	270	88,891
Reference Librarian/ Interim Director	50,627	6,440	3,873	270	61,210
Library Tech II	34,736	4,418	2,657	270	42,082
Library Tech II	34,715	4,416	2,656	270	42,057
Library Tech I	28,496	3,625	2,180	270	34,571
Library Tech I	28,226	3,590	2,159	270	34,245
Library Tech I	28,184	3,585	2,156	270	34,195
Library Tech I	27,040	3,439	2,069	270	32,818
Library Tech I	27,310	3,474	2,089	270	33,144
Subtotal ⁹	332,958	42,352	25,471	2,430	403,212
Library Assistant - PT (19 hrs/wk)	8,892	-	680	267	9,839
Library Assistant - PT (19 hrs/wk)	8,892	-	680	267	9,839
Library Assistant - PT (19 hrs/wk)	8,892	-	680	267	9,839
Library Assistant (14 hrs/wk) Temp	6,552	-	501	197	7,250
Subtotal ⁴	366,186	42,352	28,013	3,427	439,979
Sick Leave Incentive	2,385	303	182	-	2,871
Longevity	4,800	611	367	-	5,778
Buyback	3,000	382	230	-	3,611
Subtotal	376,371	43,648	28,792	3,427	452,238
Overtime	3,500	445	268	-	4,213
Subtotal	379,871	44,093	29,060	3,427	456,451
Merit Increases	-	-	-	-	-
Incentives	15,301	1,946	1,170	-	18,417
Totals	<u>\$ 395,172</u>	<u>\$ 46,039</u>	<u>\$ 30,231</u>	<u>\$ 3,427</u>	<u>\$ 474,869</u>

Library Capital Outlay

Account Number	Item	FY 12 Proposed
250-4700	Furniture, Finishes & Equipment Excludes shelving, proposed funding General Capital Reserve (below).	217,000
4700 Total		217,000
250-4701	Books and Collection Materials Books periodicals, audiovisual materials (DVDs, music CDs, audiobooks, newspapers and magazines, and online databases).	100,000
4701 Total		\$ 100,000
Total Capital Outlay		\$ 317,000

Recommended for Funding by General Capital Reserve

Reserve Fund	Furniture, Finishes & Equipment - Shelving New shelving for expanded Library facility.	\$ 100,000
Reserve Fund	Security System Security system for expanded Library facility.	20,000
Reserve Fund Total		\$ 120,000

4195 Library Other Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
New Building Commissioning	-	-	-	15,800
Moving Expenses	-	-	-	20,000
Interlibrary Loan Courier Service	-	-	-	600
	\$ -	\$ -	\$ -	\$ 36,400

4460 Library Memberships

<u>Vendors</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Texas Library Association	260	260	260	260
Texas Municipal Library Directors Association	50	50	50	50
	<u>\$ 310</u>	<u>\$ 310</u>	<u>\$ 310</u>	<u>\$ 310</u>

4510 Library Maintenance Contracts

<u>Equipment</u>	<u>Term</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Pest Control	1 year	130	300	260	260
Air conditioner/heater	1 year	2,778	2,950	926	2,950
Fire Prevention	1 year	685	750	700	750
Apollo software	1 year	-	6,000	5,500	5,500
Cassie software	1 year	-	803	803	850
Shredder Maintenance	1 year	-	-	199	200
		<u>\$ 3,593</u>	<u>\$ 10,803</u>	<u>\$ 8,388</u>	<u>\$ 10,510</u>

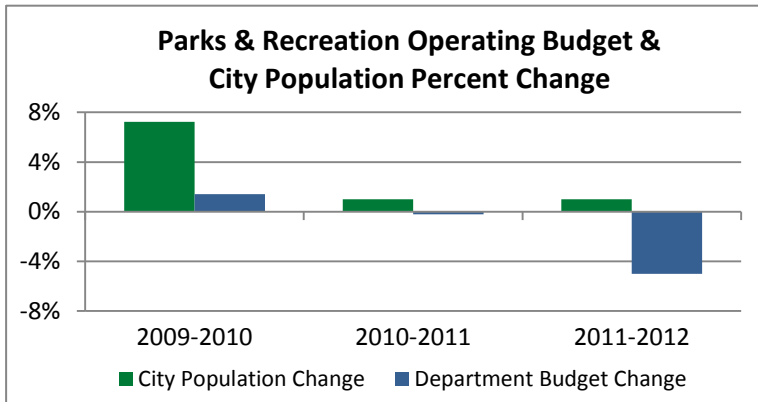
Parks & Recreation Department

Department Mission

The Pflugerville Parks and Recreation Department is dedicated to providing the citizens of Pflugerville with opportunities for increased health and wellness through recreational activities and safe park facilities that promote physical, emotional, intellectual, cultural, and social well-being for all members of the community.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 1,896,140	1,992,516	1,834,169	1,872,652	-6%	2%
	Operations & Maintenance	538,491	697,492	664,414	621,906	-11%	-6%
	Supplies	45,233	40,289	46,925	80,600	100%	72%
	Services	36,107	17,428	15,678	34,700	99%	121%
Capital Acquisition		88,857	10,033	80,536	20,000	99%	-75%
Totals		\$ 2,604,828	\$ 2,757,758	\$ 2,641,721	\$ 2,629,858	-5%	0%



	FY 11 <u>Actual</u>	FY 12 <u>Proposed</u>
Full Time	28	26
Part Time	8	8
Seasonal*	133	133
Total	169	167

* Includes the estimated number of Pool, Pfun camp, and Swim Team staff.

FY 12 Budget Highlights

- Full time personnel changes include reorganizing Parks and Recreation management staff to eliminate one position and moving a facility maintenance position to Administration as part of the Public facilities maintenance team (Personnel).
- Obtain contracts for mowing some Parks facilities, including Lake Pflugerville (Services).
- Repairs in FY11 were higher than normal for unexpected repairs to Mentzer pool and Windermere pool house. These expenditures are expected to return to a more normal level for FY12 (Operations and Maintenance).
- Purchase additional small equipment items, such as disposal receptacles and parks signage (Supplies).
- Repair some trail sections (Capital Acquisition).
- Complete additional improvement projects to Parks and Recreation facilities as General Capital Reserve funding allows.

Parks & Rec Department Expense

		FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
	Operating				
4000	Salaries	1,082,190	1,108,332	1,010,837	1,016,741
	New Personnel				-
4005	Overtime	9,296	9,000	12,087	12,100
4010	Employee Incentives	19,315	19,250	14,608	16,000
4015	Employee Retirement	134,169	132,162	119,535	118,304
4020	Social Security/Medicare	80,385	86,949	78,581	79,930
4030	Workers Compensation	12,481	14,948	9,161	9,161
4040	Employee Insurance	114,404	144,455	120,973	143,520
4050	Unemployment Tax	7,955	10,920	3,500	10,396
4195	Other Professional Fees	36,107	17,428	15,678	34,700
4200	Gasoline	29,658	25,789	32,091	36,905
4201	Propane	4,525	3,500	3,915	4,110
4210	Vehicle Repair & Maintenance	6,605	13,000	12,850	13,000
4220	Equipment Repair	17,077	14,000	16,700	17,000
4300	Electricity	46,912	65,000	41,830	37,647
4310	Telephone	11,874	10,637	9,301	9,716
4320	Water (Heritage Park)	962	800	1,143	1,155
4330	Natural Gas	1,152	2,203	1,075	1,129
4405	Uniforms	6,944	7,000	6,957	8,345
4410	Training and Education	3,890	7,000	3,550	3,550
4420	Insurance	17,275	24,000	16,847	15,347
4430	Office Supplies	2,709	4,000	4,164	4,100
4440	Small Tools/Equipment	7,960	6,000	5,946	34,772
4460	Memberships/Dues	1,177	1,200	1,110	845
4465	Rentals/Leases	3,183	4,000	4,690	4,000
4470	Publications/Software	382	1,000	809	713
4472	Landscaping	5,723	5,000	4,870	5,000
4480	Other Operating	39,742	38,300	39,500	53,365
4510	Maintenance Contracts	5,292	7,415	6,473	35,867
4520	Maintenance and Repairs	62,176	172,937	172,937	95,991

Parks & Rec Department Expense

		FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Operating					
4650	Pool	118,404	155,000	161,500	149,150
4651	Pool Salaries**	296,683	321,000	319,500	320,000
4652	Swim Team Expense	31,575	35,000	33,000	35,000
4653	Swim Team Salaries**	43,613	50,000	49,000	50,000
4662	Recreation Programs	93,729	82,000	78,900	79,100
4664	Pfun Camp	17,342	16,500	17,053	17,200
4665	Pfun Camp Salaries**	95,648	95,500	96,387	96,500
4676	Senior Citizen Activities	4,492	4,500	4,494	4,500
4680	Special Programs	13,210	14,800	12,600	17,800
4682	Heritage House Museum	5,000	5,000	5,111	5,000
4686	Lake Pflugerville	23,085	10,000	9,873	10,000
4689	Farmers Market	1,668	2,200	2,050	2,200
Total Operating Expense		2,515,971	2,747,725	2,561,185	2,609,858
Capital Outlay					
4700	Equipment	27,866	10,033	78,689	-
4720	Improvements o/t Buildings	60,991	-	1,847	20,000
Total Capital Outlay		88,857	10,033	80,536	20,000
Total Expense		\$ 2,604,828	\$ 2,757,758	\$ 2,641,721	\$ 2,629,858

** Salaries include SS/Med & TEC

FY 11 Approved Budget - FY 11 Projected Total	\$ (116,037)	-4%
FY 11 Operating Budget - FY 12 Operating Budget	\$ (137,866)	-5%
FY 11 Total Budget - FY 12 Total Budget	\$ (127,899)	-5%

Parks & Rec Department Salaries

Position	Salary	12.72% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	Total
Parks & Recreation Director	80,987	10,302	6,195	270	97,754
Assistant Parks Director		-	-	-	-
Recreation Superintendent	61,173	7,781	4,680	270	73,904
Aquatic/Athletic Coordinator	51,189	6,511	3,916	270	61,886
Parks Maintenance Supervisor	52,291	6,651	4,000	270	63,213
Parks Maintenance Specialist II	42,078	5,352	3,219	270	50,920
Parks Maintenance Specialist II	38,584	4,908	2,952	270	46,714
Parks Maintenance Specialist II	37,565	4,778	2,874	270	45,487
Parks Maintenance Specialist II	37,440	4,762	2,864	270	45,337
Parks Maintenance Specialist II	33,616	4,276	2,572	270	40,734
Parks Maintenance Spec I	28,038	3,566	2,145	270	34,020
Parks Maintenance Tech II	29,203	3,715	2,234	270	35,422
Parks Maintenance Tech II	27,976	3,559	2,140	270	33,945
Parks Maintenance Tech I	25,022	3,183	1,914	270	30,389
Parks Maintenance Tech I	24,939	3,172	1,908	270	30,289
Parks Maintenance Tech I	24,877	3,164	1,903	270	30,214
Parks Maintenance Tech I	21,965	2,794	1,680	270	26,709
Parks Maintenance Tech I	24,710	3,143	1,890	270	30,014
Parks Maintenance Tech I	24,586	3,127	1,881	270	29,864
Parks Maintenance Tech I	23,712	3,016	1,814	270	28,812
Parks Maintenance Tech I	21,965	2,794	1,680	270	26,709
Parks Maintenance Tech I	23,754	3,021	1,817	270	28,862
Parks Maintenance Tech I	21,965	2,794	1,680	270	26,709
Parks Maintenance Tech I	23,712	3,016	1,814	270	28,812
Admin Tech II	34,549	4,395	2,643	270	41,856
Admin Tech I	34,507	4,389	2,640	270	41,806
Receptionist/Rec Ctr	21,965	2,794	1,680	270	26,709
Subtotal	872,368	110,965	66,736	7,020	1,057,089

26

Parks & Rec Department Salaries

Position	Salary	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	Total
Laborer I - PT (10hrs/wk each)	11,258	-	861	270	12,389
Receptionist/Rec Ctr - PT	8,102	-	620	243	8,964
Receptionist/Rec Ctr - PT	8,102	-	620	243	8,964
Receptionist/Rec Ctr - PT	8,102	-	620	243	8,964
Receptionist/Rec Ctr - PT	8,102	-	620	243	8,964
Receptionist/Rec Ctr - PT	8,102	-	620	243	8,964
Receptionist/Rec Ctr - PT	8,102	-	620	243	8,964
Farmers Market Coord (PT-Seas)	5,491	-	420	165	6,076
Subtotal ⁸	937,726	110,965	71,736	8,913	1,129,341
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Subtotal ⁹	987,147	110,965	75,517	10,396	1,184,025
Sick Leave Incentive	4,010	510	307	-	4,827
Longevity	19,584	2,491	1,498	-	23,573
Buyback	6,000	763	459	-	7,222
Subtotal	1,016,741	114,730	77,781	10,396	1,219,647
Overtime	12,100	1,539	926	-	14,565
Subtotal	1,028,841	116,269	78,706	10,396	1,234,212
Merit	-	-	-	-	-
Incentives	16,000	2,035	1,224	-	19,259
Totals ⁴³	\$ 1,044,841	\$ 118,304	\$ 79,930	\$ 10,396	\$ 1,253,471

Parks & Rec Dept Capital Outlay

Account Number	Item	FY 12 Proposed
400-4720	Trail repair Repairs at Myrtle Teer and Pfennig trails.	20,000
4720 Total \$		20,000

Recommended for Funding by General Capital Reserve

Reserve Fund	Gilleland Creek Pool renovations Repair plumbing, install a new pump, and replace stone pool deck with a solid pool deck.	\$ 68,000
Reserve Fund	Windermere Park parking lot entrance improvements Redesign and construct driveway for two-way access.	50,000
Reserve Fund	Restroom-South shore of Lake Replace composting toilet with full restroom.	91,564
Reserve Fund	Pflugerville Heights Park Improvements Amenities such as a shade structure, benches and signage.	25,000
Reserve Fund Total \$		234,564

Funded by PCDC Challenge Grant (if grant awarded)

400-4700	Treadmills (2) Replace two older treadmills in the Rec Center weight room.	10,064
\$		10,064

4195 Parks & Rec Other Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Credit Card Fees	11,231	14,000	12,250	13,500
Feasibility Study of Randig Tract	-	-	-	20,000
Parks and Recreation Master Plan	24,876	-	-	-
Skate Spot Design	-	3,428	3,428	-
Swim Team Software	-	-	-	1,200
	\$ 36,107	\$ 17,428	\$ 15,678	\$ 34,700

4460 Parks & Rec Dept Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Intl Society Arboriculturalists - Tx Chapter*	165	-	-	-
Keep Texas Beautiful		moved from Admin		75
National Recreation Park Association	335	450	360	-
Society of American Foresters*	92	-	-	-
Texas Recreation and Park Society	585	700	660	730
Texas Trails Network	-	50	50	-
National Association of Aquatic Professionals	-	-	40	40
	<u>\$ 1,177</u>	<u>\$ 1,200</u>	<u>\$ 1,110</u>	<u>\$ 845</u>

*Items for the Arborist moved to Planning for FY 11.

4510 Parks & Rec Maint Contracts

<u>Equipment</u>	<u>Location</u>	<u>Term</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY12 Proposed</u>
Pest Control	Rec Center	1 year	2,061	2,500	2,384	2,758
Elevator	Rec Center	1 year	2,576	2,500	2,709	2,709
Elevator	Rec Center	1 year	20	30	20	20
Fire Sprinklers Testing	Rec Center	1 year	-	600	700	700
Fire Alarm Monitoring	Rec Center	1 year	360	1,045	360	360
HVAC	Rec Center	1 year	-	-	-	1,520
Mowing Service	various park facilities including Lake			-	-	25,000
Security System	Rec Center	1 year	-	240	-	300
Security System	Heritage House	1 year	275	500	300	300
Weight Room	Rec Center	1 year	-	-	-	1,100
Swim Team Software	Rec Center	1 year	-	-	-	1,100
			<u>\$ 5,292</u>	<u>\$ 7,415</u>	<u>\$ 6,473</u>	<u>\$ 35,867</u>



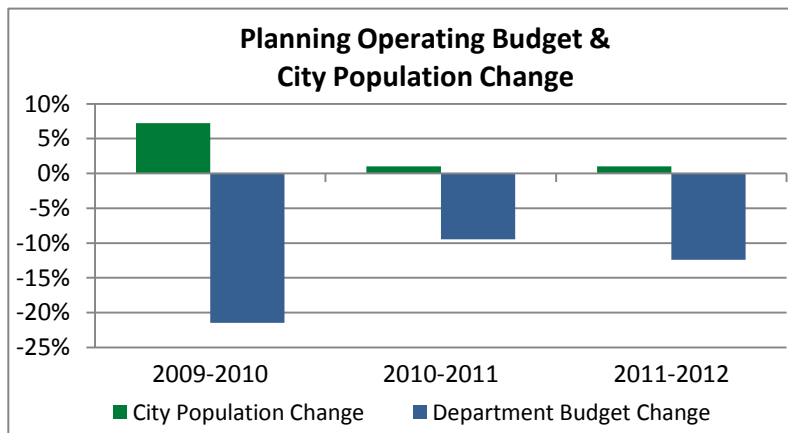
Planning Department

Department Mission

The Planning Department is committed to providing professional guidance and expertise to promote a healthy and vibrant quality of life through the responsible application of land use and development regulations. By focusing on economic vitality, environmental integrity and quality development standards, Pflugerville ensures the long term sustainability of the community's identity and its values.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 435,773	506,784	364,942	393,469	-22%	8%
	Operations & Maintenance	39,025	46,387	192,250	93,145	101%	-52%
	Supplies	4,677	6,500	2,982	4,000	-38%	34%
	Services	9,887	8,000	4,300	6,500	-19%	51%
Capital Acquisition		38,074	-	2,400	-	0%	-100%
Totals		\$ 527,435	\$ 567,671	\$ 566,875	\$ 497,114	-12%	-12%



	FY 11 <u>Actual</u>	FY 12 <u>Proposed</u>
Full Time	7	6
Part Time	1	0
Seasonal	0	0
Total	8	6

FY 12 Budget Highlights

- The Planning Department had two vacancies for the majority of FY 11, the Planning Director and the Arborist. The effect of these vacancies is reduced expenditures of the department as a whole for FY 11.
- The Planning Director position has been removed, a Planner I added, and the Arborist removed from the FY 12 budget (Personnel).
- The part time GIS Tech was moved to Utility Administration as a full time position (Personnel).
- Office space will be leased to promote more efficient and effective operations (Operations and Maintenance).
- FY 11 includes remodel of the Travis County ESD #2 facility for use by City departments beginning in FY 12 (Operations and Maintenance).

Planning Department Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	336,779	391,555	280,609	297,357
4005 Overtime	655	-	-	-
4010 Incentives	2,331	-	1,500	-
4015 Employee Retirement	41,993	49,646	35,036	37,824
4020 Social Security/Medicare	25,294	30,356	20,364	22,748
4030 Workers' Compensation	728	801	533	801
4040 Employee Insurance	26,714	32,266	26,300	33,120
4050 Unemployment Tax	1,278	2,160	600	1,620
4195 Other Professional Fees	9,887	8,000	4,300	6,500
4198 GIS Expense	521	500	500	500
4200 Gasoline	543	2,000	582	600
4210 Vehicle Maintenance	88	1,000	500	1,000
4300 Electricity	3,918	4,500	4,175	-
4310 Telephone	3,103	3,906	2,725	3,100
4410 Training and Education	275	2,500	2,500	6,500
4420 Insurance	1,489	1,786	1,335	1,335
4430 Office Supplies	674	1,800	1,100	1,800
4440 Small Tools/Equipment	64	600	300	600
4450 Legal Notices	5,372	6,000	4,500	6,000
4460 Memberships/Dues	1,585	1,395	1,300	1,760
4465 Rentals/Leases	5,264	5,400	5,400	5,400
4466 Leased Office Space w/ utilities	-	-	-	47,000
4470 Publications/Software	3,396	2,100	1,000	1,000
4480 Other Operating Expenses	5,295	3,000	3,000	3,000
4510 Maintenance Contracts	10,900	15,400	15,315	16,550
4520 Maintenance and Repairs	1,214	1,000	151,000	1,000
Total Operating	489,361	567,671	564,475	497,114

Planning Department Expense

	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
Capital Outlay				
4700 Equipment	-	-	2,400	-
4702 Software	38,074	-	-	-
Total Capital Outlay	38,074	-	2,400	-
Total Expense	<u>\$ 527,435</u>	<u>\$ 567,671</u>	<u>\$ 566,875</u>	<u>\$ 497,114</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (797)	0%
FY 11 Operating Budget - FY 12 Operating Budget	\$ (70,557)	-12%
FY 11 Total Budget - FY 12 Total Budget	\$ (70,557)	-12%

Planning Department Salaries

<u>Position</u>	<u>Salary</u>	<u>12.72% Retire- ment</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>Total</u>
Senior Planner	58,677	7,464	4,489	270	70,899
GIS Coordinator	66,726	8,488	5,105	270	80,589
Planner II	45,427	5,778	3,475	270	54,951
GIS Analyst	45,531	5,792	3,483	270	55,076
Admin Tech	35,880	4,564	2,745	270	43,459
Planner I	36,977	4,703	2,829	270	44,779
Subtotal ⁶	289,219	36,789	22,125	1,620	349,752
GIS Tech	Moved to UA	-	-	-	-
Subtotal ⁰	289,219	36,789	22,125	1,620	349,752
Sick Leave Incentive	1,430	182	109	-	1,721
Longevity	2,208	281	169	-	2,658
Buyback	4,500	572	344	-	5,417
Subtotal	297,357	37,824	22,748	1,620	359,548
Overtime	-	-	-	-	-
Subtotal	297,357	37,824	22,748	1,620	359,548
Merit	-	-	-	-	-
Incentives	-	-	-	-	-
Total ⁶	<u>\$ 297,357</u>	<u>\$ 37,824</u>	<u>\$ 22,748</u>	<u>\$ 1,620</u>	<u>\$ 359,548</u>

4195 Planning Other Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Annexation studies/surveys	9,806	8,000	2,500	6,000
Access Easements	-	-	1,800	-
Comprehensive Plan update	80	-	-	-
Off-site Records Storage	-	-	-	500
	\$ 9,887	\$ 8,000	\$ 4,300	\$ 6,500

4460 Planning Department Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
APA - Planners Advisory Service	745	-	270	845
APA ¹ / AICP ² Memberships (5)	635	845	600	900
Texas Municipal Clerks Association	85	85	-	-
Texas Downtown Association	120	120	150	-
Intl Society Arborculturalists - Texas Chapter	-	165	265	-
National Arbor Day Foundation	-	15	15	15
Society of American Foresters	-	100	-	-
Texas Parks & Recreation Society	-	65	-	-
	<u>\$ 1,585</u>	<u>\$ 1,395</u>	<u>\$ 1,300</u>	<u>\$ 1,760</u>

(1) - American Planning Association (APA)

(2) - American Institute of Certified Planners (AICP)

4510 Planning Maintenance Contracts

Equipment/ Service	Term	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
GIS Maintenance	1 year	9,900	10,400	10,315	10,400
GIS Server Extended Warranty	1 year	-	-	-	-
IT Nexus MapViewer Software	1 year	1,000	1,000	1,000	2,150
Trak It Maintenance*	1 year	-	4,000	4,000	4,000
		<u>\$ 10,900</u>	<u>\$ 15,400</u>	<u>\$ 15,315</u>	<u>\$ 16,550</u>

*Department share of annual maintenance, cost shared with Building and Engineering.



Police Department

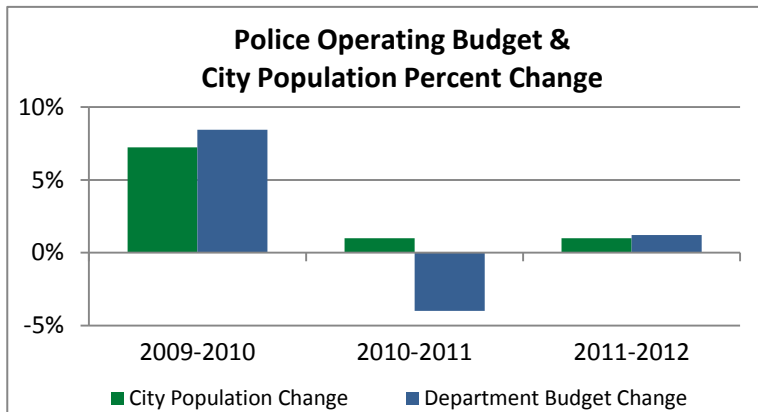
Department Mission

The Police Department is dedicated to providing an environment where the citizens of Pflugerville are safe, protected from crime, harm and disorder, while showing respect, fairness and compassion, and upholding the constitutional rights of all who come in contact with members of the department.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 7,069,760	7,142,160	6,952,921	7,154,432	0%	3%
	Operations & Maintenance	779,020	879,759	869,419	883,082	0%	2%
	Supplies	229,020	264,430	291,856	351,986	33%	21%
	Services	8,348	17,840	15,845	16,425	-8%	4%
	Capital Acquisition	381,971	366,571	524,833	322,797	-12%	-38%
Totals		\$ 8,468,118	\$ 8,670,760	\$ 8,654,874	\$ 8,728,721	1%	1%

In FY 11 the Municipal Court function was moved to a separate department.



Police Personnel		
	FY 11 Actual	FY 12 Proposed
Full Time	98	99
Part Time	8	12
Seasonal	0	0
Total	106	111

FY 12 Budget Highlights

- Adjust approximately 40 Officer salaries to be more equitable with area employers (Personnel).
- Add positions for one Detective and one Police Officer. Add part-time positions for school crossing guards, to be funded by Child Safety Special Revenue (Personnel).
- Move Facility Maintenance position to Administration as part of the Public Facilities Maintenance team (Personnel).
- Adjust the monthly radio coalition service fees from memberships line item to maintenance contracts line item (Operating).
- An increase in supplies is anticipated due to increased usage and cost of gasoline and additional needed small tools such as radios and tactical vests.
- Replace aging equipment, e.g., computers and vehicles (Capital Acquisition).
- Replace aging boiler in the Justice Center utilizing General Capital Reserve funding.

Police Department Expense

	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Operating				
4000 Salaries	5,216,825	5,157,800	5,118,350	4,916,662
<i>New Personnel</i>				151,218
<i>Equity Increase</i>				163,222
4005 Overtime	131,605	155,000	140,000	150,000
4010 Employee Incentives	105,278	104,500	100,749	105,000
4015 Employee Retirement	702,718	693,672	684,703	652,109
4020 Social Security/Medicare	403,122	414,424	391,794	395,632
4030 Workers Compensation	86,475	96,410	58,200	58,200
4040 Employee Insurance	404,338	492,204	448,125	535,440
4050 Unemployment Tax	19,397	28,150	11,000	26,950
4195 Other Professional Fees	8,348	15,840	15,845	16,425
4200 Gasoline	160,573	156,250	194,726	214,198
4210 Vehicle Repair	66,843	69,000	73,000	75,000
4220 Equipment Repair	-	-	800	800
4300 Electricity	99,800	125,750	115,000	102,000
4310 Telephone	37,040	49,670	49,000	54,300
4330 Natural Gas	17,213	18,227	26,196	27,506
4405 Uniforms	59,224	113,790	113,590	106,190
4406 Vest Expense	38,250	-	7,500	29,500
4410 Training and Education	12,302	17,000	17,000	21,000
4420 Insurance	85,475	109,295	93,250	85,000
4430 Office Supplies	21,061	12,500	12,500	13,125
4434 Ammunition	20,785	25,000	25,000	25,000
4440 Small Tools/Equipment	18,529	45,500	37,630	76,066
4460 Memberships/Dues	57,372	64,918	64,918	12,058
4465 Rentals/Leases (copiers)	23,677	23,088	23,088	25,000
4470 Publications/Software	8,072	25,180	22,000	23,597
4475 Police Dogs	10,063	14,000	12,000	14,000
4480 Other Operating	37,550	44,654	40,000	44,454
4483 Code Enforcement Expense	6,270	4,500	5,510	6,060
4510 Maintenance Contracts	42,406	81,967	81,967	125,693

Police Department Expense

	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Operating				
4520 Maintenance and Repairs	126,993	90,000	90,000	90,000
4677 Information Technology	20,487	16,400	16,400	13,300
4684 CAPCOG Academy (Recruiting)	-	1,500	-	-
4687 COPS Program	1,121	1,500	1,500	1,500
4692 Vehicle Impound	3,380	3,500	3,700	4,070
4696 Animal Shelter	31,459	28,000	32,000	42,500
4698 DARE	2,093	3,000	3,000	3,150
Total Operating	8,086,147	8,304,189	8,130,041	8,405,924
Capital Outlay				
4700 Equipment	381,971	366,571	524,833	322,797
4720 Improvements O/T Bldgs	-	-	-	-
Total Capital Outlay	381,971	366,571	524,833	322,797
Total	\$ 8,468,118	\$ 8,670,760	\$ 8,654,874	\$ 8,728,721

FY 11 Original Budget - FY 11 Projected Total	\$ (15,886)	0%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 101,735	1%
FY 11 Total Budget - FY 12 Total Budget	\$ 57,961	1%

Police Department Salaries

Position	Salary	12.72% Retire- ment	7.65 % SS/Med Taxes	3.0% TEC	Total
Police Chief	113,235	14,404	8,662	270	136,571
Assistant Chief	96,699	12,300	7,397	270	116,667
Lieutenant	88,670	11,279	6,783	270	107,003
Lieutenant	77,002	9,795	5,891	270	92,957
Lieutenant	75,130	9,556	5,747	270	90,703
Lieutenant	67,434	8,578	5,159	270	81,440
Sergeant	80,038	10,181	6,123	270	96,612
Sergeant	78,000	9,922	5,967	270	94,159
Sergeant	77,730	9,887	5,946	270	93,833
Sergeant	63,190	8,038	4,834	270	76,332
Sergeant	62,234	7,916	4,761	270	75,181
Sergeant	62,130	7,903	4,753	270	75,055
Sergeant	61,194	7,784	4,681	270	73,929
Sergeant	60,840	7,739	4,654	270	73,503
Sergeant	60,507	7,697	4,629	270	73,103
Sergeant	58,198	7,403	4,452	270	70,323
Sergeant	55,453	7,054	4,242	270	67,019
Sergeant	52,083	6,625	3,984	270	62,963
Systems Administrator	74,506	9,477	5,700	270	89,952
Corporal	48,402	6,157	3,703	270	58,531
Corporal/DARE	67,662	8,607	5,176	270	81,715
Corporal/DARE	66,352	8,440	5,076	270	80,138
Corporal	60,986	7,757	4,665	270	73,678
Corporal	60,694	7,720	4,643	270	73,328
Corporal	54,309	6,908	4,155	270	65,642
Corporal	51,501	6,551	3,940	270	62,262
Corporal	48,610	6,183	3,719	270	58,782
Victim Services Director	61,048	7,765	4,670	270	73,753
Officer	64,230	8,170	4,914	270	77,584
Officer	59,779	7,604	4,573	270	72,226
Officer	59,218	7,532	4,530	270	71,550
Officer	53,872	6,853	4,121	270	65,116
Officer	52,291	6,651	4,000	270	63,213
Officer	50,003	6,360	3,825	270	60,459
Officer	47,528	6,046	3,636	270	57,479
Officer	47,528	6,046	3,636	270	57,479

Police Department Salaries

Position	Salary	12.72% Retire- ment	7.65 % SS/Med Taxes	3.0% TEC	Total
Officer	46,966	5,974	3,593	270	56,803
Officer	46,966	5,974	3,593	270	56,803
Officer	46,862	5,961	3,585	270	56,678
Officer	46,238	5,882	3,537	270	55,927
Officer	46,197	5,876	3,534	270	55,877
Officer	45,198	5,749	3,458	270	54,675
Officer	45,032	5,728	3,445	270	54,475
Officer	45,032	5,728	3,445	270	54,475
Officer	45,032	5,728	3,445	270	54,475
Officer	45,032	5,728	3,445	270	54,475
Officer	44,928	5,715	3,437	270	54,350
Officer	44,928	5,715	3,437	270	54,350
Officer	44,824	5,702	3,429	270	54,225
Officer	44,741	5,691	3,423	270	54,125
Officer	44,179	5,620	3,380	270	53,449
Officer	44,138	5,614	3,377	270	53,398
Officer	42,890	5,456	3,281	270	51,896
Officer	42,786	5,442	3,273	270	51,771
Officer	42,786	5,442	3,273	270	51,771
Officer	42,578	5,416	3,257	270	51,521
Officer	42,578	5,416	3,257	270	51,521
Officer	42,578	5,416	3,257	270	51,521
Officer	41,954	5,336	3,209	270	50,770
Officer	41,662	5,299	3,187	270	50,419
Officer	41,600	5,292	3,182	270	50,344
Officer	40,851	5,196	3,125	270	49,443
Officer	40,851	5,196	3,125	270	49,443
Officer	40,643	5,170	3,109	270	49,192
Officer	40,643	5,170	3,109	270	49,192
Officer	40,643	5,170	3,109	270	49,192
Officer	40,456	5,146	3,095	270	48,967
Officer	39,874	5,072	3,050	270	48,266
Officer	38,896	4,948	2,976	270	47,089
Officer	38,896	4,948	2,976	270	47,089
Officer	38,896	4,948	2,976	270	47,089
Officer	38,896	4,948	2,976	270	47,089
Officer	38,896	4,948	2,976	270	47,089

Police Department Salaries

Position	Salary	12.72% Retire- ment	7.65 % SS/Med Taxes	3.0% TEC	Total
Officer	38,896	4,948	2,976	270	47,089
Officer	38,896	4,948	2,976	270	47,089
Civilian Director	58,011	7,379	4,438	270	70,098
Dispatcher Supervisor	38,896	4,948	2,976	270	47,089
Dispatcher Supervisor	48,381	6,154	3,701	270	58,506
Dispatcher Supervisor	47,174	6,001	3,609	270	57,054
Dispatcher	37,461	4,765	2,866	270	45,362
Dispatcher	34,320	4,366	2,625	270	41,581
Dispatcher	34,320	4,366	2,625	270	41,581
Dispatcher	34,320	4,366	2,625	270	41,581
Dispatcher	33,758	4,294	2,583	270	40,905
Dispatcher	33,342	4,241	2,551	270	40,404
Dispatcher	33,342	4,241	2,551	270	40,404
Dispatcher	32,136	4,088	2,458	270	38,952
Dispatcher	32,074	4,080	2,454	270	38,877
Code Enforcement Official/Police Officer	64,522	8,207	4,936	270	77,935
Code Enforcement Official	49,275	6,268	3,770	270	59,583
Sr. Records Clerk	42,702	5,432	3,267	270	51,671
Police Records Clerk	31,470	4,003	2,407	270	38,151
Animal Control Supervisor	38,896	4,948	2,976	270	47,089
Animal Control Officer	30,576	3,889	2,339	270	37,074
Animal Control Officer	24,158	3,073	1,848	270	29,349
Admin Tech II	31,200	3,969	2,387	270	37,825
Admin Tech I	26,208	3,334	2,005	270	31,817
Night differential (24@\$.75)	37,440	4,762	2,864	270	45,337
Subtotal ⁹⁷	4,856,206	617,709	371,500	26,460	5,871,876
PT Officer	4,350	-	333	131	4,813
PT Officer	4,350	-	333	131	4,813
PT Officer	4,350	-	333	131	4,813
PT Officer	4,350	-	333	131	4,813
PT Officer	4,350	-	333	131	4,813
PT Officer	4,350	-	333	131	4,813
PT Animal Control Officer	9,880	-	756	270	10,906
PT Animal Control Officer	10,433	-	798	270	11,501
Subtotal ⁸	46,413	-	3,551	1,323	51,287

Police Department Salaries

Position	Salary	12.72% Retire- ment	7.65 % SS/Med Taxes	3.0% TEC	Total
Sick Leave Incentive	25,920	3,297	1,983	-	31,200
Longevity	65,184	8,291	4,987	-	78,462
Buyback	75,000	9,540	5,738	-	90,278
Subtotal	166,104	21,128	12,707	-	199,939
Merit	-	-	-	-	-
Totals	¹⁰⁵ \$ 5,068,724	\$ 638,838	\$ 387,757	\$ 27,783	\$ 6,123,102
Less:					
Estimated vacancy percentage 3%	\$ (152,062)	\$ (19,165)	\$ (11,633)	\$ (833)	\$ (183,693)
Total (with vacancy lapse)	\$ 4,916,662	\$ 619,673	\$ 376,125	\$ 26,950	\$ 5,939,409
Additional Benefits					
Overtime	150,000	19,080	11,475	-	180,555
Incentives	105,000	13,356	8,033	-	126,389
Subtotal	255,000	32,436	19,508	-	306,944
Salary and Benefits Totals	\$ 5,171,662	\$ 652,109	\$ 395,632	\$ 26,950	\$ 6,246,352

New Police Department Personnel

Position	Proposed Salary	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Police Officer	42,797	5,444	3,274	270	2,067	5,775	59,627
Detective/Corporal (1)	47,076	5,988	3,601	270	2,274	5,775	64,984
School Crossing Guard - PT Temp (18 hrs	5,760	-	441	173	278	-	6,652
School Crossing Guard - PT Temp (18 hrs	5,760	-	441	173	278	-	6,652
School Crossing Guard - PT Temp (18 hrs	5,760	-	441	173	278	-	6,652
School Crossing Guard - PT Temp (18 hrs	5,760	-	441	173	278	-	6,652
Totals	\$ 112,913	\$ 11,432	\$ 8,638	\$ 1,231	\$ 5,454	\$ 11,550	\$ 151,218

Proposed salaries based on entry level of salary grade.

Police Department Equity

Position	Proposed Upgrades	12.72% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Equity Upgrades	135,600	17,248	10,373	-	-	-	163,222
Totals	\$ 135,600	\$ 17,248	\$ 10,373	\$ -	\$ -	\$ -	\$ 163,222

**Adjust salary grade chart for approximately 40 officer positions to be more equitable with area employees. No additional insurance, TEC, or TWC costs because the positions are existing.

Police Capital Outlay

Account Number	Item	FY 12 Proposed
300-4700	5 Replacement Chevy Tahoe Patrol Vehicles	
	Replace old, high maintenance units, including vehicle equipment.	\$ 186,576
300-4700	1 Ford Animal Control Pickup	
	Replace old, high maintenance unit, including vehicle equipment.	\$ 33,822
300-4700	1 Ford Escape (detective)	
	Vehicle for the new detective.	\$ 21,502
300-4700	1 Dell RAID System	
	Scanned document storage.	\$ 7,873
300-4700	7 Panasonic Toughbooks	
	Mobile Data Computer for Police Patrol Vehicles	\$ 35,000
300-4700	Additional Items from Special Revenue Police Funds	
	Specific items to be determined as needs arise and funding is available.	\$ 75,000
Total Items Proposed		\$ 359,773 *

*Note: the cost estimates on this page reflect the total cost of the item including non-capital items.

Total Capital Outlay	\$ 322,797
Total Non-Capital	\$ 36,976
	\$ 359,773

Recommended for Funding by General Capital Reserve

Reserve	1 Boiler Replacement	
	Replace aging boiler, no longer able to repair.	\$ 54,700
Reserve	Voice Over IP Telephone System for Bldg	
	Reconfigure phone system at Justice Center.	250,000
Reserve	Security Camera Upgrade	
	Upgrade the security cameras at the Justice Center.	125,000
Reserve Fund Total		\$ 429,700

4195 Police Other Professional Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Employee Assessments	1,175	800	800	800
Case related medical testing	845	5,050	7,100	7,100
Police Consulting	4,600	4,600	4,600	4,600
Offsite backup	1,528	5,040	2,900	3,480
Patrol Officer Bonds	-	350	375	375
Quick Track Activation	-	-	70	70
	\$ 8,148	\$ 15,840	\$ 15,845	\$ 16,425

4460 Police Department Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Accurint	-	250	250	265
CAPCOG Emergency Notification System	1,239	1,300	1,239	1,300
Capital Area Law Enforcement	-	20	20	20
Central Texas Crime Prevention	-	60	60	60
Coalition Radio Fees (monthly fee per radio) - Travis Co. Emerg Svc	51,777	55,000	55,000	moved to 4510
IACPNET	920	800	800	800
I.A. Property & Evidence	-	50	50	50
International Association of Chiefs of Police	-	260	260	260
Leads on-line (pawn shops)	2,148	2,148	2,148	2,148
NIXLE (messaging system)	-	-	-	1,500
NNDDA (canine certification)	60	240	240	240
The Productivity Center (TCLEDDS)	875	900	875	1,500
Texas Association Property & Evidence	-	25	25	25
Texas Crime Prevention Association (TCPA)	-	-	60	60
Texas Criminal Justice	-	30	30	30
Texas DARE Officers Association	-	50	50	50
Texas Department of Health	-	200	106	200
Texas Police Association	-	30	30	30
Texas Police Chiefs Association	50	350	350	350
Texas Police Chiefs Association (Accreditation)	-	3,000	3,000	3,000
Texas State Board of Plumbing Examiners	55	55	55	55
Texas Victim Services Association	-	25	25	25
U.S. ID Manual	83	90	90	90
Total	\$ 57,207	\$ 64,918	\$ 64,763	\$ 12,058 *

* Radio coalition fees of \$58,322 have been moved to Maintenance Contracts beginning in FY12.

4510 Police Maintenance Contracts

<u>Equipment</u>	<u>Term</u>	<u>Location</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
911 Recorder	1 year	Pfennig Ln.	-	2,788	2,788	2,788
Antivirus Software	1 year	Pfennig Ln.	1,330	2,400	2,400	1,800
Coalition Radio Fees	1 year	City-wide	moved from 4460 memberships			51,500
Connectivity Software	1 year	Pfennig Ln.	-	660	660	660
Consoles Service Contracts	1 year	Pfennig Ln.	6,376	6,700	6,700	6,897
Extended Warranty - Server	1 year	Pfennig Ln.		3,400	3,400	-
Generators	1 year	Pfennig/ 100 E. Main	1,439	2,500	2,500	2,500
Incode Maint.	1 year	Pfennig Ln.	26,056	45,270	45,270	47,000
L3 Communications	1 year	Various	-	2,709	2,709	2,900
Pest Control	1 year	Pfennig Ln.	614	1,300	1,300	1,300
Range Maintenance	1 year	Pfennig Ln.	-	7,000	7,000	4,000
Remote Support	1 year	Pfennig Ln.	660	-	-	-
Software Upgrade & Warranty	1 year	Pfennig Ln.	-	1,000	1,000	1,000
Sprinkler Inspection	1 year	Pfennig Ln.	2,844	3,000	3,000	2,844
Syringe Disposal	1 year	Pfennig Ln.	-	504	504	504
UPS Maintenance	1 year	Pfennig Ln.	3,087	2,736	2,736	-
Department Total			<u>\$ 42,406</u>	<u>\$ 81,967</u>	<u>\$ 81,967</u>	<u>\$ 125,693</u>

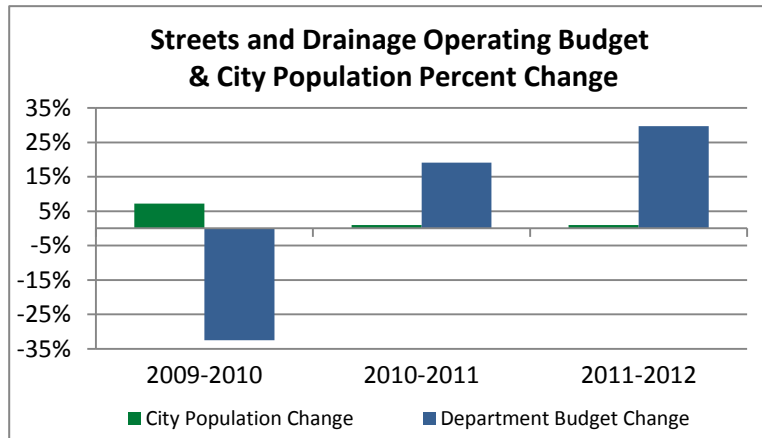
Streets and Drainage Department

Department Mission

Maintain streets, drainage, and rights-of-way in a professional, efficient and cost effective manner.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 908,241	956,207	937,005	962,662	1%	3%
	Operations & Maintenance	\$ 247,661	493,972	468,039	927,118	88%	98%
	Supplies	\$ 50,223	57,500	60,000	66,000	15%	10%
	Services	\$ -	-	-	-	0%	0%
Capital Acquisition		\$ 104,285	40,000	76,173	-	-100%	-100%
Totals		\$ 1,310,411	\$ 1,547,679	\$ 1,541,218	\$ 1,955,780	26%	27%



Streets and Drainage Department Personnel

	FY 11 <u>Actual</u>	FY 12 <u>Proposed</u>
Full Time	21	21
Part Time	0	0
Seasonal	4	4
Total	25	25

FY 12 Budget Highlights

- The electricity expenditures for streetlights and traffic signals have been moved from the Administration department to Streets and Drainage in the FY12 budget (Operations and Maintenance).
- Purchase small equipment to assist with maintenance and repairs of streets, signs and drainage areas including a compressor, generator, and jack hammer (supplies).
- Continue the contracted mowing services of right-of-way and median areas across the City (Operations & Maintenance).
- Increase the overlay program to additional areas of the City, incorporating recently annexed roadways and subdivisions (Operations and Maintenance).
- Expand drainage and right-of-way projects to include sidewalk repairs and clearing of the Cactus Blossom ditch, in the Heatherwilde area (Operations and Maintenance).

Streets and Drainage Department Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	634,714	660,520	660,010	660,749
4005 Overtime	13,028	7,000	7,000	8,000
4010 Employee Incentives	9,106	9,500	13,493	14,500
4015 Employee Retirement	83,084	84,699	88,214	84,115
4020 Social Security/Medicare	48,872	51,792	48,809	52,269
4030 Workers Compensation	31,689	34,836	20,780	20,780
4040 Employee Insurance	83,551	101,532	97,000	115,920
4050 Unemployment Tax	4,198	6,329	1,700	6,329
4200 Gasoline	29,504	34,500	40,000	40,000
4201 Propane	6,065	10,000	10,000	10,000
4210 Vehicle Repair	14,085	25,000	15,000	15,000
4220 Equipment Repair	40,287	40,000	20,000	25,000
4301 Electricity - Street and Traffic Lights	moved from Administration			400,000
4310 Telephone	3,593	3,665	4,301	4,453
4405 Uniforms	5,081	7,000	6,000	6,000
4410 Training and Education	1,220	2,500	2,500	2,500
4420 Insurance	9,641	11,569	10,529	9,915
4430 Office Supplies	1,572	2,000	2,000	2,000
4433 Chemicals	7,403	5,000	3,000	4,000
4440 Small Tools/Equipment	5,680	6,000	5,000	10,000
4460 Memberships/Dues	738	738	-	-
4465 Rentals/Leases	1,894	7,500	5,000	3,250
4470 Publications/Software	-	1,000	-	1,000
4480 Other Operating Expenses	18,745	20,000	20,000	20,000
4500 Street Repairs (in house)	85,247	125,000	125,000	125,000
4501 Overlay Program (contracted)	-	75,000	75,000	120,000
4502 ROW/Drainage Projects	24,525	40,000	40,000	60,000
4510 Maintenance Contracts	-	50,000	50,000	50,000
4520 Maintenance and Repairs	6,764	10,000	44,709	10,000
4525 Signs & Signals	35,842	75,000	50,000	75,000
Total Operating	1,206,126	1,507,679	1,465,045	1,955,780

Streets and Drainage Department Expense

	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
<u>Capital Outlay</u>				
4700 Equipment	104,285	40,000	76,173	-
Total Capital Outlay	104,285	40,000	76,173	-
Total Expense	<u>\$ 1,310,411</u>	<u>\$ 1,547,679</u>	<u>\$ 1,541,218</u>	<u>\$ 1,955,780</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (6,461)	0%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 448,101	30%
FY 11 Total Budget - FY 12 Total Budget	\$ 408,101	26%

Excluding streetlight electricity:

FY 11 Operating Budget - FY 12 Operating Budget	\$ 48,101	3%
FY 11 Total Budget - FY 12 Total Budget	\$ 8,101	1%

Streets and Drainage Department Salaries

Positon	Salary	12.72% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	Total
Streets Superintendent	53,518	6,808	4,094	270	64,690
Street Foreman	37,752	4,802	2,888	270	45,712
Heavy Equip. Operator III	37,274	4,741	2,851	270	45,136
Heavy Equip. Operator III	35,194	4,477	2,692	270	42,633
Heavy Equip. Operator III	34,486	4,387	2,638	270	41,781
Heavy Equip. Operator II	26,582	3,381	2,034	270	32,267
Sign Shop Tech II	29,411	3,741	2,250	270	35,672
Laborer III	29,224	3,717	2,236	270	35,447
Laborer II	33,176	4,220	2,538	270	40,204
Laborer II	29,557	3,760	2,261	270	35,848
Laborer II	29,120	3,704	2,228	270	35,322
Laborer I	26,645	3,389	2,038	270	32,342
Laborer I	26,166	3,328	2,002	270	31,766
Laborer I	25,958	3,302	1,986	270	31,516
Laborer I	23,005	2,926	1,760	270	27,961
Laborer I	25,251	3,212	1,932	270	30,665
Laborer I	24,274	3,088	1,857	270	29,488
Laborer I	24,045	3,058	1,839	270	29,213
Laborer I	23,005	2,926	1,760	270	27,961
Laborer I	23,005	2,926	1,760	270	27,961
Laborer I	23,005	2,926	1,760	270	27,961
Subtotal ²¹	619,652	78,820	47,403	5,670	751,546
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Subtotal ⁴	641,617	78,820	49,084	6,329	775,850
Sick Leave Incentive	2,280	290	174	-	2,744
Longevity	8,352	1,062	639	-	10,053
Buyback	8,500	1,081	650	-	10,231
Subtotal	660,749	81,253	50,547	6,329	798,879
Overtime	8,000	1,018	612	-	9,630
Subtotal	668,749	82,271	51,159	6,329	808,508
Merit	-	-	-	-	-
Incentives	14,500	1,844	1,109	-	17,454
Totals ²⁵	\$ 683,249	\$ 84,115	\$ 52,269	\$ 6,329	\$ 825,962

Streets and Drainage Dept Capital Outlay

Account Number	Item	FY 12 Proposed
None requested		
	4700 Total	\$ -
	Total Capital Outlay	\$ -

4460 Streets and Drainage Department Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
American Public Works Association	738	738	*	*
	<u><u>\$ 738</u></u>	<u><u>\$ 738</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

* Street Superintendent membership included in City-wide membership (in Utility Administration department).

4510 Streets and Drainage Maintenance Contracts

<u>Equipment/Service</u>	<u>Term</u>	<u>Location</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Mowing - contracted	1 year	Various	-	50,000	50,000	50,000
			<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>



Utility Fund Summary

	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
Revenues				
Water	15,564,313	12,054,838	13,630,350	13,419,838
Wastewater	7,276,772	10,973,897	6,806,352	8,296,154
Solid Waste	3,273,303	3,305,000	3,400,000	3,500,000
Total	<u>\$ 26,114,387</u>	<u>\$ 26,333,735</u>	<u>\$ 23,836,702</u>	<u>\$ 25,215,992</u>
Expenses				
Utility Administration	2,329,826	2,577,280	2,642,581	2,698,022
Utility Maintenance*	-	-	-	871,737
Water Treatment	2,390,491	2,709,514	4,109,138	2,531,205
Water Distribution	9,891,105	7,916,011	7,824,091	6,689,684
Wastewater Collection	1,741,746	4,796,401	1,548,971	2,538,815
Wastewater Treatment	4,333,699	4,985,098	2,926,053	3,206,087
Solid Waste	3,017,486	3,305,000	3,400,000	3,500,000
Total	<u>\$ 23,704,355</u>	<u>\$ 26,289,304</u>	<u>\$ 22,450,833</u>	<u>\$ 22,035,550</u>
Revenues over (under) expenses	\$ 2,410,033	\$ 44,431	\$ 1,385,869	\$ 3,180,442

*Department new in FY12

10% of Operating Expense = \$ 1,713,155

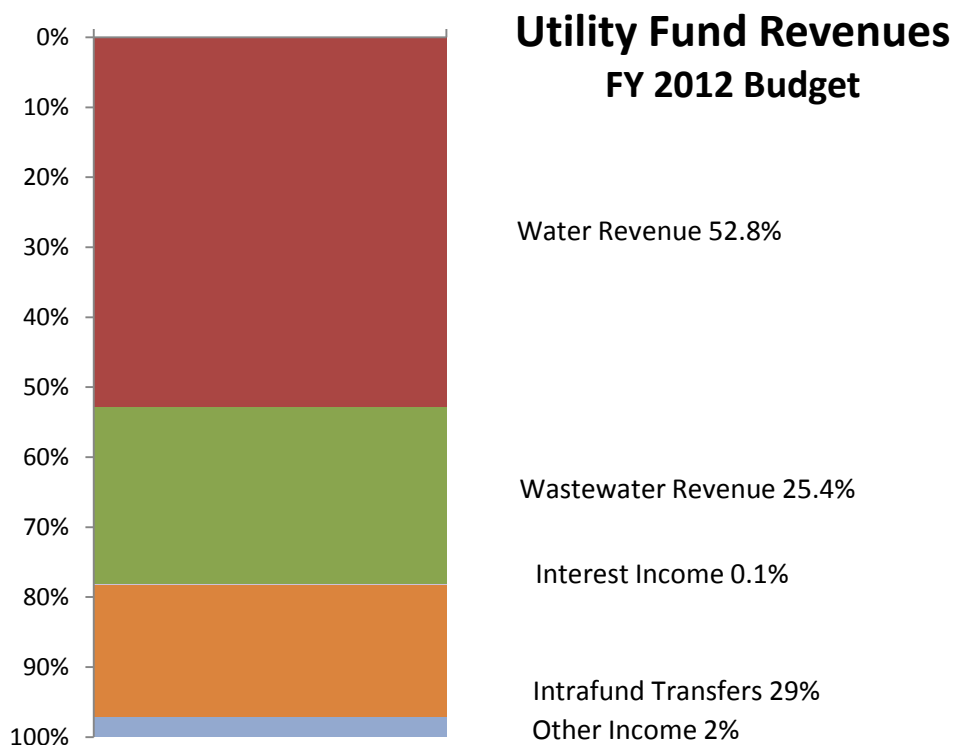
Estimated Ending Fund Balance FY 12 **\$ 6,884,994**



Utility Fund Revenue Summary

(excluding Solid Waste)

	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget	% Change FY11 - FY 12 Budget	% Change FY11 Projected to FY 12 Proposed
Water Revenue	10,187,605	10,476,088	11,277,588	11,466,838	9%	2%
Wastewater Revenue	5,302,406	5,397,738	5,398,488	5,506,443	2%	2%
Impact Fee Revenue	420,854	-	425,000	-	n/a	-100%
Interest Income	55,546	20,750	40,750	30,000	45%	-26%
Intrafund Transfers	6,573,889	7,033,479	2,111,196	4,113,031	-42%	95%
Other Income	300,784	100,680	1,183,680	599,680	496%	-49%
Total	\$ 22,841,085	\$ 23,028,735	\$ 20,436,702	\$ 21,715,992	-6%	6%



Budget Summary

Water and Wastewater user fees continue to be the largest source of income for the Utility Fund, comprising approximately 78% of the Utility Fund's revenue. Water revenue is budgeted to increase slightly over FY 11 projections, as water usage has increased due to drought conditions. Wastewater revenues are anticipated to increase slightly with area growth. Intrafund transfers will continue to be used to fund Wastewater debt service and water and wastewater capital improvement projects from accumulated wastewater impact fees, fund balance, and available bond funds. Interest rates continued to decline in FY 11 and future interest revenue estimates continue to be conservative.

Water Department Revenue

	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget
3100 Water Revenue	8,538,440	8,700,000	9,500,000	9,690,000
3101 Wholesale Water - Manville	1,168,621	1,345,025	1,345,025	1,345,025
3102 Wholesale Water - Windermere	269,068	225,000	225,000	225,000
3103 Wholesale Water- Northtown MUD	5,688	(contract has ended)		
3104 Wholesale Water- Manor	204,495	205,313	205,313	205,313
3105 Parts/Taxable	1,044	750	750	750
3120 Tap Fees	250	-	1,500	750
3700 Service Fees	70,995	75,000	75,000	75,000
3710 Interest Income	6,856	5,000	15,000	10,000
3720 Miscellaneous Income	22,121	20,000	18,000	10,000
3729 Insurance Claim Revenue	5,250	-	60,000	-
3850 Sale of Fixed Assets	786	-	-	-
Operating revenue	\$ 10,293,697	\$ 10,576,088	\$ 11,445,588	\$ 11,561,838
3136 Impact fees	113,493	-	250,000	-
3711 Non-operating Interest	5,862	3,750	3,750	3,000
3735 Impact Fee Transfer (DS funding)	1,000,000	-	-	-
3880 NE Travis Cty Util Dist (final payment)	-	-	1,000,000	500,000
3725 Bond Proceeds (Issue premium)	27,052	-	6,012	-
3900 Fund Balance Transfer (DS funding)	787,210	-	-	1,000,000
3900 Fund Balance Transfer (CIP funding)	3,337,000	1,475,000	925,000	355,000
Other revenue	\$ 5,270,616	\$ 1,478,750	\$ 2,184,762	\$ 1,858,000
Total revenue	\$ 15,564,313	\$ 12,054,838	\$ 13,630,350	\$ 13,419,838

Wastewater Department Revenue

	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget
3110 Wastewater	5,301,406	5,397,738	5,397,738	5,505,693
3120 Wastewater Tap Fees	1,000	-	750	750
3710 Interest Income	17,705	12,000	7,000	7,000
3720 Miscellaneous Income	6,003	1,000	7,000	1,000
3726 Rental Income	5,980	4,680	4,680	4,680
3729 Insurance Claim Revenue	-	-	10,000	-
3741 Recycling Center	9,357	-	9,000	9,000
3850 Sale of Fixed Assets	4,250	-	-	-
Operating revenue	\$ 5,345,701	\$ 5,415,418	\$ 5,436,168	\$ 5,528,123
3139 Impact Fees	307,361	-	175,000	-
3711 Non-Operating Interest	25,123	-	15,000	10,000
3731 Developer Contributions	175,958	-	-	-
3735 Impact Fee Transfer (DS funding)	307,361	1,158,479	1,157,344	1,149,031
3735 Impact Fee Transfer (CIP funding)	-	2,600,000	-	-
3725 Bond Proceeds (CIP funding)	40,267	1,800,000	22,840	1,560,000
3900 Fund Balance Transfer (CIP funding)	1,075,000	-	-	49,000
Other revenue	\$ 1,931,070	\$ 5,558,479	\$ 1,370,184	\$ 2,768,031
Total Revenue	\$ 7,276,772	\$ 10,973,897	\$ 6,806,352	\$ 8,296,154

Utility Fund Capital Improvement Projects

Water Projects	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
3MG Clear Well & Backwash Clarifier	\$ 3,337,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Transmission Line --Pflugers Pkwy to Booster Pump	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -
Elevated Storage Tank	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -
River Intake Improvements	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
High service pump (added after FY 11 began)	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Membrane Cartridge at WTP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -
Stone Hill Infrastructure*	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Water line extension - Falcon Pointe TIRZ**	\$ -	\$ -	\$ 355,000	\$ -	\$ -	\$ -	\$ -
Total Capital Improvement Project Expenses	\$ 3,337,000	\$ 925,000	\$ 1,855,000	\$ -	\$ -	\$ 5,500,000	\$ -
Funding sources:							
Transfer from Fund balance	\$ (3,337,000)	\$ (925,000)	\$ (1,855,000)	\$ -	\$ -	\$ (5,500,000)	\$ -
Capital Recovery Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Issue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wastewater Projects							
Wilbarger Intercep & Reclaimed Water PER	\$ 75,000	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
Wilbarger Interceptor Easement Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Wilbarger Intercep & Reclaimed Water Phase 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600,000
Wilbarger Intercep & Reclaimed Water Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600,000
Highland Park Lift Station Expansion - <i>projections indicate project can be deferred until FY 17</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wilbarger WWTP Phase 1 Discharge Permit/PER	\$ 772,000	\$ 22,840	\$ -	\$ -	\$ -	\$ -	\$ -
Wilbarger WWTP Phase 1 (Final) - <i>projections indicate project can be deferred until FY 17</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rowe Loop Wastewater Service Extension	\$ -	\$ -	\$ 100,000	\$ 600,000	\$ -	\$ -	\$ -
Southside Interceptor Capacity Improvements - <i>projections indicate project can be deferred until FY 18</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facility Decommissioning - <i>projections indicate project can be deferred until FY 19</i>	\$ -	\$ -	\$ 49,000	\$ -	\$ -	\$ -	\$ -
5 and 10 year CIP Update (Interim)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Central WWTP Expansion (Final)	\$ -	\$ -	\$ 260,000	\$ 1,740,000	\$ -	\$ -	\$ -
Stone Hill Infrastructure*	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Total Capital Improvement Project Expenses	\$ 1,847,000	\$ 22,840	\$ 3,109,000	\$ 2,340,000	\$ -	\$ -	\$ 6,200,000
Funding sources:							
Transfer from Fund balance	\$ (1,075,000)	\$ -	\$ (1,549,000)	\$ -	\$ -	\$ -	\$ -
Capital Recovery Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Existing bond funds	\$ (772,000)	\$ (22,840)	\$ (1,560,000)	\$ (2,340,000)	\$ -	\$ -	\$ (1,820,519)
New Bond Issue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,379,481)
Fund balance remaining:	\$ 6,915,340	\$ 7,288,923	\$ 5,537,954	\$ 6,570,274	\$ 7,704,699	\$ 2,497,952	\$ 6,113,332

Utility Fund Capital Improvement Projects

Notes:

PER - Preliminary Engineering Report

These items are for engineering

Wilbarger Interceptor Easement Acquisition will require an additional \$1.1M in FY 17.

Highland Park Lift Station Expansion deferred to FY 17 - \$200K and FY 18 - \$1.8M.

Wilbarger Intercep & Reclaimed water Phase 1 will require an estimated additional \$19M after FY 2016.

Wilbarger Intercep & Reclaimed water Phase 2 will require an estimated additional \$12M after FY 2016.

Wilbarger WWTP Phase 1 will require an estimated additional \$27.15M after FY 2016. (\$3.15M for design; \$24M for construction)

Facility Decommissioning includes: Wilke Lane WWTP, Weiss Lane LS, Eagle Point LS, Wildflower WWTP, Pflugerville Pkwy LS, and Cactus LS.

Will require an estimated \$650,000 after FY 2016.

CIP Update scheduled for FY 2017 as part of the wastewater master plan 10-year update.

Central WWTP TDS Treatment may be needed in the future if the City cannot demonstrate lower Total Dissolved Solids in effluent at Gilleland Central WWTP.

*Proposed cash payment for economic development incentive for Stone Hill utility related infrastructure (total \$3.0 million from Utility Funds).

**Estimate from developer not validated by City staff.

Utility Long-Term Debt

Bond Issue	Annual Payment Amounts			
	Water		Wastewater	
	Principal	Interest	Principal	Interest
2002 Combination Tax and Revenue	198,000	74,259	-	-
2003 Combination Tax and Revenue	301,750	560,090	106,250	197,215
2003-A Combination Tax and Revenue	84,000	1,095,669	16,000	208,699
2004 Combination Tax and Revenue	70,840	216,801	115,690	354,062
2005 Combination Tax and Revenue	-	-	244,280	557,687
2009A Combination Tax and Revenue	-	-	126,150	278,496
2009 Limited Tax Refunding*	396,100	35,377	163,100	14,567
2010 Limited Tax Refunding**	21,600	218,358	-	-
Totals	<u>\$ 1,072,290</u>	<u>\$ 2,200,554</u>	<u>\$ 771,470</u>	<u>\$ 1,610,726</u>

* 2009 Refunding issue, included refunding of 1993, 1999, and 2000 Revenue bonds

** 2010 Refunding issue, included partial refunding of 2002 Certificates of Obligation.

Outstanding Utility Fund Debt

Date of Issue/ Type of debt	Amount of Issue	Bond Principal Balance as of September 30, 2011	Construction funds remaining to be spent as of September 30, 2011
2002 Tax & Revenue CO's*	\$8,255,800	\$1,579,500	\$0
The funds from this bond issue are being used for the Colorado River Supply Project and various water projects.			
2003 Tax & Revenue CO's*	\$17,116,800	\$15,278,400	\$0
The funds from this bond issue are being used for the Colorado River Supply Project, the Kennemer Wastewater Plant and the Kelly Lane Wastewater Interconnect.			
2003A Tax & Revenue CO's*	\$26,645,000	\$26,295,000	\$0
The funds from this bond issue are being used for the Colorado River Supply Project and the Weiss Lane Intceptor Project.			
2004 Tax & Revenue CO's*	\$12,800,000	\$11,516,200	\$0
The funds from this bond issue are being used to complete the Colorado River Supply Project and to expand the wastewater treatment plant.			
2005 Tax & Revenue CO's*	\$12,500,000	\$11,426,000	\$0
The funds from this bond issue will be used for the purchase of the Kelly Lane Wastewater Treatment Plant.			
2009A Tax & Revenue CO's*	\$6,542,400	\$6,416,250	\$5,500,000
The funds from this bond issue will be used for the Wilbarger Wastewater Treatment Plant and Wilbarger Interceptor.			
2009 Limited Tax Refunding Bonds	\$2,693,530	\$2,104,800	\$0
The funds from this refunding were used to retire and refinance the 1993, 1999 and 2000 revenue debt.			
2010 Limited Tax Refunding Bonds	\$5,680,800	\$5,587,200	\$0
The funds from this refunding were used to refinance and partially retire the 2002 Certificates of Obligation.			
Totals	\$92,234,330	\$80,203,350	\$5,500,000

* Combination Tax and Revenue Certificates of Obligation

Utility Reserve and Trust Funds

Wastewater Impact Fees

Beginning Balance, October 1, 2010			\$ 6,640,087
Revenues - as of 5/31/11			
	Impact Fees	134,774	
	Interest	7,500	
		142,274	
Expenditures			
	Transfer for Capital Projects	-	
	Transfer for debt service	1,158,479	
		(1,158,479)	
Ending Balance, September 30, 2011			\$ 5,623,882

Water Impact Fees

Beginning Balance, October 1, 2010			\$ 212,412
Revenues - as of 5/31/11			
	Impact Fees	219,796	
	Interest	350	
		220,146	
Expenditures			
	Transfer for Capital Projects	-	
	Transfer for debt service	-	
		-	
Ending Balance, September 30, 2011			\$ 432,558

Impact fees are assessed to developers to help defray a portion of the costs that naturally result from increased development. By Texas law, these fees must be used for capital acquisition or debt service related to capital projects.

Membrane Escrow

Beginning Balance, October 1, 2010			\$ 501,302
Revenues			
	transfer	98,000	
	interest	650	
		98,650	
Expenditures			
		-	
Estimated Ending Balance, September 30, 2011			\$ 599,952

The Membrane Escrow account has been set up to defray the cost of replacing the Water Treatment plant membranes in the future. Currently, nearly \$100,000 per year is set aside into this fund.

Solid Waste Summary

Revenue	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget
Solid Waste	3,273,303	3,305,000	3,400,000	3,500,000
Total Revenue	\$ 3,273,303	\$ 3,305,000	\$ 3,400,000	\$ 3,500,000

Operating	FY 10 Actual	FY 11 Budget	FY 11 Projected Total	FY 12 Proposed Budget
Franchise Fee	318,627	315,000	359,018	369,577
Sales Tax	213,421	240,000	240,475	247,548
Monthly Solid Waste Services	2,485,438	2,750,000	2,800,507	2,882,874
Total Operating Expense	\$ 3,017,486	\$ 3,305,000	\$ 3,400,000	\$ 3,500,000



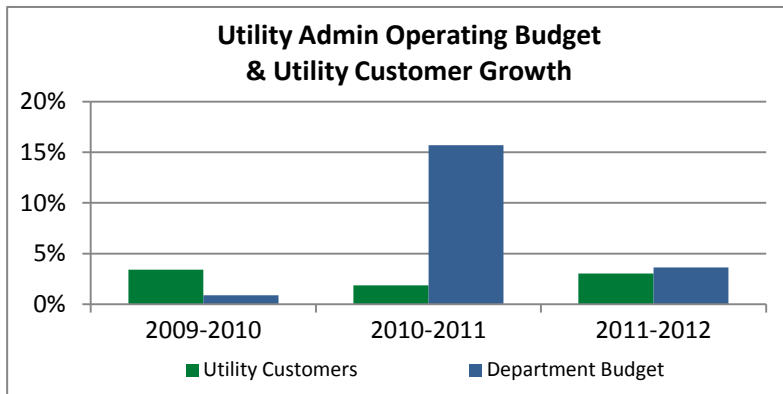
Utility Administration Department

Department Description

The Utility Administration Department was created to account for activities that are used or generated by all utility departments and cannot be allocated to one specific utility function.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 626,278	709,058	718,780	575,257	-19%	-20%
	Operations & Maintenance	\$ 1,352,844	1,583,885	1,633,815	1,697,070	7%	4%
	Supplies	\$ 16,456	20,650	22,150	22,980	11%	4%
	Services	\$ 232,543	251,389	243,021	362,490	44%	49%
	Capital Acquisition	\$ 101,707	12,299	20,540	42,000	241%	104%
	Debt Service	\$ -	-	4,275	-	0%	-100%
Totals		\$ 2,329,826	\$ 2,577,280	\$ 2,642,581	\$ 2,699,797	5%	2%



	FY 11 Actual	FY 12 Proposed
Full Time	11	8
Part Time	0	0
Seasonal	2	2
Total	13	10

* Change in employees due to reorganization of Utility departments.

FY 12 Budget Highlights

- Utility operations have been functionally reorganized and a new department, Utility Maintenance, has been created. These changes have caused fluctuation in the personnel for nearly all utility departments, including the move of four Utility Maintenance positions from Utility Administration to Utility Maintenance.
- Merit increases for all utility fund personnel are included at 3% of total utility fund salaries beginning January 1, 2012, merit is not included in individual departments (Personnel).
- The move of four positions will also effect personnel related expenditures, such as uniforms, employee safety equipment and training (Operations and Maintenance and Supplies).
- Complete a mini update of the Utility Capital Improvement Project (CIP) Plan and commission additional studies regarding the utility operations, such as expanded re-use service (Services).
- Acquire two vehicles to replace aging and high mileage units (Capital Acquisition).
- Debt service expenditures in FY11 were for the issuance of refunding debt, no refunding debt issue is anticipated for FY12.

Utility Admin Expense

Operating	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
4000 Salaries	474,225	527,310	538,898	400,578
<i>New personnel</i>			-	-
4005 Overtime	5,137	11,000	10,000	2,000
4010 Employee Incentives	4,200	5,400	2,400	-
4015 Employee Retirement	59,410	65,899	69,550	49,811
4020 Social Security/Medicare	35,019	40,313	42,800	30,797
4030 Workers Compensation	7,325	8,171	5,422	5,422
4040 Employee Insurance	39,372	47,883	47,930	44,160
4050 Unemployment Tax	1,590	3,082	1,780	2,489
4085 Merit Increases	-	-	-	40,000
4110 Legal Fees	16,023	7,500	7,500	20,000
4195 Other Professional Fees	216,520	243,889	235,521	340,715
4200 Gasoline	10,373	12,650	15,200	17,480
4210 Vehicle Maintenance/Repair	3,803	5,000	2,000	5,000
4260 Franchise Fee Water	407,590	382,179	451,014	458,613
4260 Franchise Fee Wastewater	212,056	218,828	215,910	220,228
4300 Electricity	36,269	53,000	49,850	42,373
4310 Telephone	17,110	13,750	16,525	17,225
4400 Postage	84,953	90,050	89,000	97,900
4405 Uniforms	655	2,100	1,732	800
4410 Travel & Training	11,156	9,650	6,700	6,650
4420 Insurance	7,087	10,556	7,500	7,500
4430 Office Supplies	2,279	3,500	3,450	3,500
4440 Small Tools	3,151	3,000	3,000	500
4450 Advertising	-	500	500	500
4460 Membership/Dues	1,130	1,475	2,715	2,100
4465 Rentals/Leases	2,320	2,000	2,200	2,200
4470 Publications/Software	654	1,500	500	1,500
4480 Other Operating	21,539	22,000	17,571	20,000
4482 Bad Debt Expense	4,839	7,000	7,000	7,000

Utility Admin Expense

	Operating	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
4510	Maintenance Contracts	14,565	16,675	21,276	25,355
4520	Maintenance & Repairs	2,163	7,500	700	3,000
4626	Wholesale Wastewater (Wmere)	25,609	28,623	28,623	30,627
4645	Transfer	500,000	700,000	700,000	750,000
4677	Information Technology	-	13,000	13,000	-
	Total Operating Expense	2,228,120	2,564,981	2,617,766	2,656,022
	Capital Outlay				
4700	Equipment	101,707	5,799	14,477	42,000
4702	Software	-	6,500	6,063	-
4720	Stone Hill Infrastructure (Fund Balance)	-	-	-	-
	Total Capital Outlay	101,707	12,299	20,540	42,000
	Debt Service				
4820	Bond Issuance Cost	-	-	4,275	-
	Total Debt Service	-	-	4,275	-
	Total Expense	\$ 2,329,826	\$ 2,577,280	\$ 2,642,581	\$ 2,698,022

FY 11 Original Budget - FY 11 Projected Total \$ 65,300 3%

FY 11 Operating Budget - FY 12 Operating Budget \$ 91,041 3.5%

FY 11 Total Budget - FY 12 Total Budget \$ 120,742 5%

Utility Admin Salaries

Position	Salary	12.72% Retire- ment	7.65 % SS/Med Taxes	3.0% TEC	Total
Public Works Director	79,810	10,152	6,105	270	96,337
Wastewater Superintendent	56,056	7,130	4,288	270	67,745
Water Superintendent	61,090	7,771	4,673	270	73,804
Utility Business Operations Mgr	57,283	7,286	4,382	270	69,222
Utility Billing Specialist II	27,747	3,529	2,123	270	33,669
GIS Tech	30,555	3,887	2,337	270	37,049
Admin Tech I - PW	39,770	5,059	3,042	270	48,141
Admin Tech I - PW	24,149	3,072	1,847	270	29,338
Subtotal ⁸	376,459	47,886	28,799	2,160	455,304
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Seasonal Laborer (13 weeks)	5,491	-	420	165	6,076
Subtotal ²	387,442	47,886	29,639	2,489	467,456
Sick Leave Incentive	1,340	170	103	-	1,613
Longevity	7,296	928	558	-	8,782
Buyback	4,500	572	344	-	5,417
Subtotal	400,578	49,557	30,644	2,489	483,268
Overtime	2,000	254	153	-	2,407
Subtotal	402,578	49,811	30,797	2,489	485,675
Merit	-	-	-	-	-
Incentives	-	-	-	-	-
Totals ¹⁰	\$ 402,578	\$ 49,811	\$ 30,797	\$ 2,489	\$ 485,675

Utility Admin Capital Out

Account Number	Item	FY 12 Proposed
110-4700	Ford Explorer Replace Unit #225, 1998 model Explorer with 100,875 miles.	24,000
110-4700	Ford F-150 Replace unit #191 a 1998 model Crown Vic with 134,557 miles.	18,000
	4700 Total	\$ 42,000
	Total Capital Outlay	<u>\$ 42,000</u>

Utility Admin Other Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Bond Arbitrage Calculations	7,280	9,000	2,765	3,350
CIP Plan Mini Update	-	-	-	49,000
Comprehensive Plan update*	47,847	-	-	-
Miscellaneous Consultant Fees**	-	-	-	72,500
Credit card processing & PCI fees	32,047	74,400	91,140	100,000
Impact Fee Update	-	30,000	30,000	-
Monthly Website Fees	4,740	4,750	4,740	4,740
Quarterly Insite Fees	53,120	51,839	60,000	70,000
Translation Services	200	900	600	900
Utility Rate Study	7,290	10,000	-	-
Various Projects	-	-	-	-
Various projects	4,960	-	-	-
Utility Bill Printing	59,037	63,000	46,276	42,000
	<u>\$ 216,520</u>	<u>\$ 243,889</u>	<u>\$ 235,521</u>	<u>\$ 342,490</u>

*Share expense 50/50 with the General Fund

**Consultant Fees for studies, services and projects that affect the entire utility system (such as reuse) or are in the preliminary stages.

Utility Admin Memberships

Vendors	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
American Public Works Association (APWA)	-	-	696	735
American Water Works Association (AWWA)	364	500	364	365
Buy Board/TASB (Procurement) City-wide membership	-	300	300	300
South Central Membrane Association (SCMA)	250	250	250	250
Texas Water Utility Assoc (All Utility Departments)	280	300	980	325
Water Environmental Federation	125	125	125	125
	\$ 1,130	\$ 1,475	\$ 2,715	\$ 2,100

Utility Admin Maint Contracts

Equipment/Service	Term	Location	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Audiotel Annual Maintenance	1 year	Suite 100	5,237	5,400	5,237	5,500
Outbound Delivery Notifications	1 year	Suite 100	-	-	500	2,980
Output Processor Software Maintenance	1 year	Suite 100	-	1,375	1,375	1,775
Quarterly Pest Control Service	n/a	2609 E. Pecan	-	-	500	500
Scanner & Receipt Printer	1 year	Suite 100	1,786	2,400	1,964	2,400
Shredder Maintenance	1 year	Suite 100	-	-	-	250
Utility Billing Software Maintenance	1 year	Suite 100	7,192	7,500	7,500	7,750
Work Order Software Monthly Fee	1 year	2609 E. Pecan	350	-	4,200	4,200
			<u>\$ 14,565</u>	<u>\$ 16,675</u>	<u>\$ 21,276</u>	<u>\$ 25,355</u>

Utility Maintenance

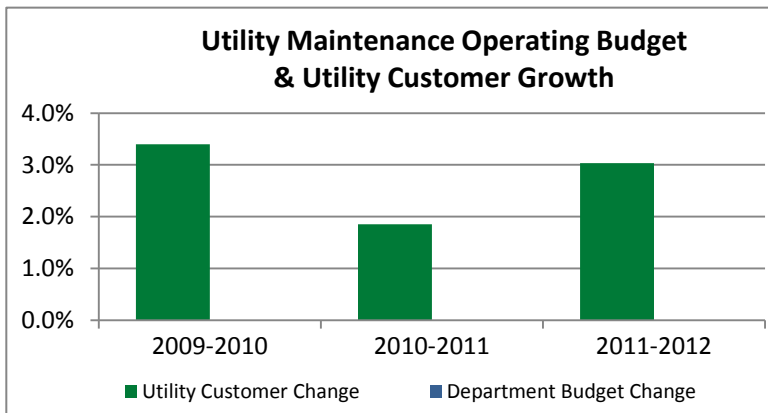
Department Description

The Utility Maintenance Department was created to account for line maintenance service activities for all utility departments. These activities can be equally allocated between the water and wastewater functions.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ -	-	-	798,727	**	**
	Operations & Maintenance	-	-	-	46,260	**	**
	Supplies	-	-	-	8,750	**	**
	Services	-	-	-	-	**	**
	Capital Acquisition	-	-	-	18,000	**	**
Totals		\$ -	\$ -	\$ -	\$ 871,737	**	**

** New department for FY12.



	FY 11 <u>Actual</u>	FY 12 <u>Proposed</u>
Full Time	0	16
Part Time	0	0
Seasonal	0	0
Total	0	16

FY 12 Budget Highlights

- Utility operations have been functionally reorganized and this new department, Utility Maintenance, has been created. All personnel included in this new department are existing positions moved from other departments, as follows:

Four from Utility Administration (4 Utility Maintenance Techs)

Six from Water Distribution (5 Utility System Workers and 1 Utility Foreman)

Six from Wastewater Collection (5 Utility System Workers and 1 Utility Foreman)

- The new department also includes personnel related expenditures, such as uniforms, employee safety equipment and training (Operations and Maintenance and Supplies).

- The materials for line maintenance will continue to be charged to the appropriate utility cost center (Water Distribution or Wastewater Collection).

- Replace a current, aging truck (Capital Acquisition).

Utility Maintenance Utility Maintenance Expense

	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Operating				
4000 Salaries	-	-	-	534,889
4005 Overtime	-	-	-	29,000
4010 Employee Incentives	-	-	-	9,000
4015 Employee Retirement	-	-	-	72,872
4020 Social Security/Medicare	-	-	-	43,826
4030 Workers Compensation	-	-	-	16,500
4040 Employee Insurance	-	-	-	88,320
4050 Unemployment Tax	-	-	-	4,320
4310 Telephone	-	-	-	1,260
4405 Uniforms	-	-	-	6,000
4410 Training and Education	-	-	-	8,500
4420 Insurance	-	-	-	10,000
4440 Small Tools/Equipment	-	-	-	8,750
4460 Memberships/Dues	-	-	-	-
4465 Rentals/Leases	-	-	-	-
4470 Publications/Software	-	-	-	-
4480 Other Operating Expenses	-	-	-	20,500
4510 Maintenance Contracts	-	-	-	-
4520 Maintenance and Repairs	-	-	-	-
Total Operating	-	-	-	853,737
Capital Outlay				
4700 Equipment				18,000
Total Capital Outlay	-	-	-	18,000
Total Expense	\$ -	\$ -	\$ -	\$ 871,737

*New Department for FY12

FY 11 Original Budget - FY 11 Projected Total	n/a	n/a
FY 11 Operating Budget - FY 12 Operating Budget	\$ 853,737	n/a
FY 11 Total Budget - FY 12 Total Budget	\$ 871,737	n/a

Utility Maintenance Utility Maintenance Salaries

Position	Salary	12.72% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	Total
Utility Foreman	51,521	6,553	3,941	270	62,285
Utility Foreman	48,048	6,112	3,676	270	58,105
Utility Foreman	44,658	5,680	3,416	270	54,024
Utility Maintenance Tech II	34,653	4,408	2,651	270	41,982
Utility Maintenance Tech II	31,262	3,977	2,392	270	37,901
Utility Maintenance Tech I	26,000	3,307	1,989	270	31,566
Utility Systems Worker III	37,315	4,746	2,855	270	45,186
Utility Systems Worker II	33,072	4,207	2,530	270	40,079
Utility Systems Worker II	29,224	3,717	2,236	270	35,447
Utility Systems Worker II	29,224	3,717	2,236	270	35,447
Utility Systems Worker I	27,782	3,534	2,125	270	33,711
Utility Systems Worker I	27,782	3,534	2,125	270	33,711
Utility Systems Worker I	26,728	3,400	2,045	270	32,442
Utility Systems Worker I	25,189	3,204	1,927	270	30,590
Utility Systems Worker I	24,149	3,072	1,847	270	29,338
Utility Systems Worker I	24,149	3,072	1,847	270	29,338
Subtotal ¹⁶	520,755	66,240	39,838	4,320	631,153
Sick Leave Incentive	970	123	74	-	1,168
Longevity	10,464	1,331	800	-	12,596
Buyback	2,700	343	207	-	3,250
Subtotal	534,889	68,038	40,919	4,320	648,166
Overtime	29,000	3,689	2,219	-	34,907
Subtotal	563,889	71,727	43,138	4,320	683,073
Merit	-	-	-	-	-
Incentives	9,000	1,145	689	-	10,833
Total	\$ 572,889	\$ 72,872	\$ 43,826	\$ 4,320	\$ 693,907

Utility Maintenance Capital Out

<u>Account Number</u>	<u>Item</u>	<u>FY 12 Proposed</u>
160-4700	Ford F-150 Truck	
	Replace vehicle #142, 1994 model Chevy pickup with 141,874 miles.	18,000
	4700 Total	\$ 18,000
	Total Capital Outlay	<u>\$ 18,000</u>

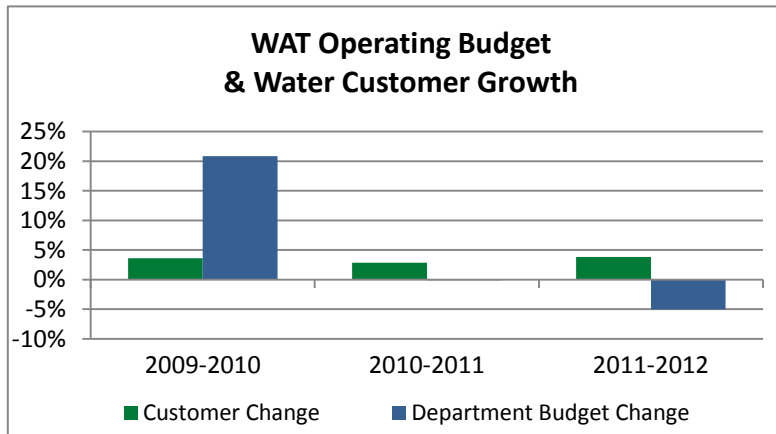
Water Department Treatment

Department Mission

To ensure the health and well-being of customers by providing a safe supply of water and maintaining the distribution system to the highest degree; while maintaining good internal and external communication and fiscal accountability.



Financial Summary		FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed Budget	% Change FY 11 - 12 Budget	% Change FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 205,323	208,034	208,836	209,006	0%	0%
	Operations & Maintenance	\$ 834,072	920,154	1,060,817	863,222	-6%	-19%
	Supplies	\$ 123,072	160,907	164,126	181,933	13%	11%
	Services	\$ 16,440	112,785	121,313	77,000	-32%	-37%
	Capital Acquisition	\$ 43,924	133,571	1,380,002	20,000	-85%	-99%
	Debt Service	\$ 1,167,660	1,174,063	1,174,044	1,180,044	1%	1%
	Totals	\$ 2,390,491	\$ 2,709,514	\$ 4,109,138	\$ 2,531,205	-7%	-38%



Water Treatment Personnel		
	FY 11 <u>Actual</u>	FY 12 <u>Proposed</u>
Full Time	4	4
Part Time	0	0
Seasonal	0	0
Total	4	4

FY 12 Budget Highlights

- Preparation of a water plan is included in the FY 11 budget and projected expenditures. This plan is anticipated to provide guidance for future development of the water system. This expenditure will be split with the Water Distribution Department (Services).
- Electricity expenditures are anticipated to decrease significantly due to installation of a 141 kW solar array, coupled with the City's new, lower electric rate effective January 2012 (Operations and Maintenance).
- Purchase replacement booster pump motors for Wells 5 and 7 to replace aging equipment (Capital Acquisition).
- The solar panel project at the Water Treatment plant site is included in the FY11 projected expenditures (Capital Acquisition).

Water Treatment Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	140,432	136,731	144,722	140,435
4005 Overtime	12,945	15,000	14,000	12,000
4010 Employee Incentives	300	600	-	-
4015 Employee Retirement	19,625	19,696	18,360	19,390
4020 Social Security/Medicare	11,607	11,653	11,706	11,661
4030 Workers Compensation	3,181	3,499	2,074	2,281
4040 Employee Insurance	16,478	19,774	17,500	22,080
4050 Unemployment Tax	756	1,080	474	1,158
4155 Lab Fees	12,010	11,000	8,206	9,000
4195 Other Professional Fees	4,430	101,785	113,107	68,000
4200 Gasoline	6,499	6,907	9,876	11,357
4210 Vehicle Repair	1,264	2,500	2,500	2,750
4220 Equipment Repair	530	1,250	900	1,250
4300 Electricity	575,951	660,000	600,000	564,511
4310 Telephone	6,383	6,936	6,850	7,150
4320 Water	173	250	2,500	350
4405 Uniforms	304	1,400	1,200	1,600
4410 Training and Education	3,608	2,986	1,200	2,400
4420 Insurance	15,144	18,173	17,626	17,626
4433 Chemicals	114,215	150,000	150,000	160,000
4440 Small Tools/Equipment	2,358	2,500	2,750	9,076
4460 Membership/Dues	200	200	200	200
4465 Rentals/Leases	1,980	1,500	1,200	1,500
4470 Publications/Software	-	1,500	1,500	1,500
4480 Other Operating	10,286	12,000	18,000	18,000
4485 State Permits	18,599	18,000	21,029	22,000
4510 Maintenance Contracts	23,393	36,959	39,612	50,885
4520 Maintenance and Repairs	176,257	60,000	250,000	75,000
4535 Membrane Replacement	-	98,000	98,000	98,000
Total Operating Expense	1,178,907	1,401,880	1,555,092	1,331,161

Water Treatment Expense

	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
Capital Outlay				
4700 Equipment	21,975	58,571	58,914	20,000
4710 Buildings	21,949	-	-	-
4720 Improvements O/T Buildings	-	75,000	1,321,088	-
Total Capital Outlay	43,924	133,571	1,380,002	20,000
Debt Service				
4800 Debt Service Interest	1,100,104	1,098,088	1,098,088	1,095,669
4810 Debt Service Principal	67,200	75,600	75,600	84,000
4815 Debt Service Fees	356	375	356	375
Total Debt Service	1,167,660	1,174,063	1,174,044	1,180,044
Total Expense	<u>\$ 2,390,491</u>	<u>\$ 2,709,514</u>	<u>\$ 4,109,138</u>	<u>\$ 2,531,205</u>

FY 11 Original Budget - FY 11 Projected Total	\$ 1,399,624	52%
FY 11 Operating Budget - FY 12 Operating Budget	\$ (70,719)	-5%
FY 11 Total Budget - FY 12 Total Budget	\$ (178,309)	-7%

Water Treatment Salaries

<u>Position</u>	<u>Salary</u>	<u>12.72% Retire- ment</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>Total</u>
Treatment Plant Operator III	35,610	4,530	2,724	270	43,133
Treatment Plant Operator II	32,906	4,186	2,517	270	39,878
Treatment Plant Operator II	31,970	4,067	2,446	270	38,752
Treatment Plant Operator I	31,262	3,977	2,392	270	37,901
On Call Pay	2,600	331	199	78	3,208
Subtotal ⁴	134,347	17,089	10,278	1,158	162,872
Sick Leave Incentive	420	53	32	-	506
Longevity	3,168	403	242	-	3,813
Buyback	2,500	318	191	-	3,009
Subtotal	140,435	17,863	10,743	1,158	170,200
Overtime	12,000	1,526	918	-	14,444
Subtotal	152,435	19,390	11,661	1,158	184,644
Merit	-	-	-	-	-
Incentives	-	-	-	-	-
Total	\$ 152,435	\$ 19,390	\$ 11,661	\$ 1,158	\$ 184,644

Water Treatment Capital Outlay

Account Number	Item	FY 12 Proposed
120-4700	60 HP Booster Pump Motors (2) Replace old motors on pumps at Well sites #5 and #7. These wells are used as a back up supply to the Lake.	\$ 20,000
		<u>\$ 20,000</u>

4195 Water Treatment Other Prof Fee

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Action Plan Update for Lake Dam	-	-	4,100	-
High Service Pump Station	-	-	3,301	-
Meter Testing at Plant/Wells	-	2,535	2,500	3,200
SCADA*	4,430	4,250	8,206	8,000
Water Master Plan**	-	95,000	95,000	56,800
	\$ 4,430	\$ 101,785	\$ 113,107	\$ 68,000

*This is for additional service needed in addition to quarterly maintenance which is in Maintenance Contracts.

**split 50/50 with WAD

4460 Water Treatment Membership

<u>Vendors</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
South Central Membrance Assoc (SCMA)	200	200	200	200
	<u>\$ 200</u>	<u>\$ 200</u>	<u>\$ 200</u>	<u>\$ 200</u>

4510 Water Treatment Maintenance Contracts

<u>Equipment</u>	<u>Term</u>	<u>Location</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Alarm Monitoring	1 year	Plant	-	-	2,653	4,548
Calibrate & Loop Test	1 year	Plant	3,497	1,944	1,944	2,300
Lab Instrumentation Service	1 year	Plant - Lab	9,001	9,700	9,001	9,202
SCADA Maintenance Quarterly Visits	1 year	Plant	-	6,500	6,500	12,000
Zeno-Trac Monitoring system	1 year	Plant	10,895	10,438	10,282	14,885
Vacuum pumps/ compressors	1 year	Plant	-	8,377	7,950	7,950
			<u>\$ 23,393</u>	<u>\$ 36,959</u>	<u>\$ 38,330</u>	<u>\$ 50,885</u>

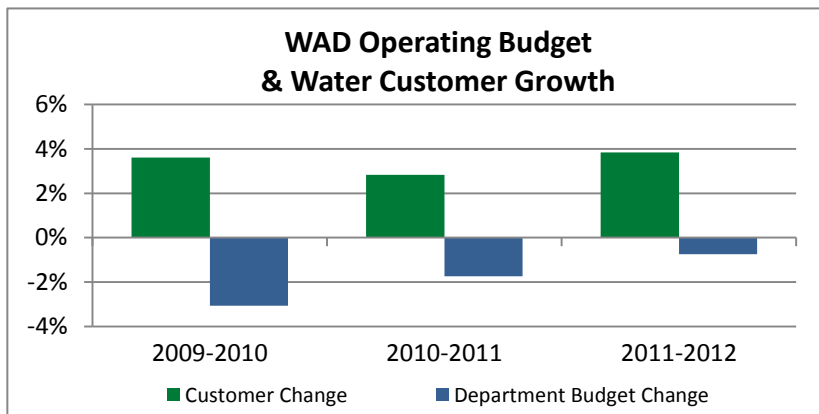
Water Department Distribution

Department Mission

To ensure the health and well-being of its customers by providing a safe supply of water and maintaining the distribution system to the highest degree; while maintaining good internal and external communication and fiscal accountability.



Financial Summary		FY 10	FY 11	FY 11	FY 12	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 11 - 12 Budget	FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 454,286	488,663	468,556	202,628	-59%	-57%
	Operations & Maintenance	\$ 3,316,620	3,727,947	3,793,820	4,012,899	8%	6%
	Supplies	\$ 40,365	51,050	56,315	60,382	18%	7%
	Services	\$ 21,565	117,000	105,486	75,800	-35%	-28%
	Capital Acquisition	\$ 3,382,215	1,401,100	1,001,015	244,000	-83%	-76%
	Debt Service	\$ 2,676,054	2,130,251	2,398,899	2,093,975	-2%	-13%
Totals		\$ 9,891,105	\$ 7,916,011	\$ 7,824,091	\$ 6,689,684	-15%	-14%



Water Distribution Personnel		
	FY 11 Actual	FY 12 Proposed
Full Time	10	4
Part Time	0	0
Seasonal	0	0
Total	10	4

* Change in employees due to reorganization of Utility departments.

FY 12 Budget Highlights

- Utility operations have been functionally reorganized and a new department, Utility Maintenance, has been created. These changes have caused fluctuation in the personnel for nearly all utility departments, including the move of six Utility Systems Workers positions from Water Distribution to Utility Maintenance.
- Preparation of a water plan is included in the FY 11 budget and projected expenditures. This plan is anticipated to provide guidance for future development of the water system. This expenditure will be split with the Water Treatment Department (Services).
- Additional water purchases and associated costs are anticipated to increase as more water is purchased (Operations and Maintenance).
- Routine maintenance to paint several water towers is included in the FY 12 budget, this project is expected to span several years and will eventually incorporate all of the City's water towers (Operations and Maintenance).
- Replace an aging water meter data collector and two aging, high mileage trucks (Capital Acquisition).
- Construct a water transmission line along the proposed Colorado Sand roadway (Capital Acquisition).

Water Distribution Expense

		FY 10 Actual	FY 11 Approved Budget	3/31/11 Actual	FY 11 Projected Total	FY 12 Proposed Budget
Operating						
4000	Salaries	323,994	336,482	157,956	327,558	142,259
4005	Overtime	8,499	12,000	6,224	14,000	4,000
4010	Employee Incentives	4,928	6,120	3,683	5,243	720
4015	Employee Retirement	43,361	45,850	21,503	44,265	18,696
4020	Social Security/Medicare	24,824	27,127	12,496	25,619	11,244
4030	Workers Compensation	7,998	8,798	5,103	5,103	2,550
4040	Employee Insurance	38,896	49,587	23,446	46,267	22,080
4050	Unemployment Tax	1,787	2,700	170	500	1,080
4155	Lab Fees	12,942	18,000	3,815	10,486	18,000
4195	Other Professional Fees	8,623	99,000	-	95,000	57,800
4200	Gasoline	28,397	31,050	14,949	33,115	38,082
4210	Vehicle Repair	4,151	8,000	3,811	7,500	8,000
4220	Equipment Repair	2,916	6,500	3,158	6,000	6,500
4300	Electricity	197,108	350,000	101,526	243,662	219,296
4310	Telephone	1,049	1,155	480	960	960
4405	Uniforms	1,782	3,500	1,529	3,200	1,600
4410	Training and Education	6,540	3,750	111	3,500	1,250
4420	Insurance	16,750	20,100	13,560	14,310	13,560
4433	Chemicals	10,085	15,000	11,773	18,000	18,000
4440	Small Tools/Equipment	1,883	3,500	2,407	3,700	2,800
4465	Rentals/Leases	4,052	3,000	1,841	2,700	3,000
4470	Publications/Software	-	1,500	-	1,500	1,500
4480	Other Operating Expenses	9,992	10,000	4,980	10,000	2,500
4485	State Permits	2,683	7,000	-	7,000	7,000
4510	Maintenance Contracts	11,193	13,050	4,205	15,395	15,800
4520	Maintenance and Repairs	150,629	100,000	23,692	78,700	145,000
4625	Wholesale Water	1,677,638	1,750,000	653,432	1,750,000	1,750,000
4630	Water District Payments	-	-	96,317	200,000	200,000
4635	Water Conservation	10,570	12,000	191	11,000	15,000
4636	Manville Payment	21,419	22,812	8,527	22,813	22,813
4640	Water Meters	45,924	106,080	106,080	106,080	106,080
4660	LCRA Water Purchases	1,152,225	1,311,000	715,291	1,311,000	1,494,540
Total Operating Expense		3,832,836	4,384,660	2,002,256	4,424,177	4,351,709

Water Distribution Expense

		FY 10 Actual	FY 11 Approved Budget	3/31/11 Actual	FY 11 Projected Total	FY 12 Proposed Budget
Capital Outlay						
4700	Equipment	22,591	1,100	1,015	1,015	44,000
4720	Improvements other/buildings	3,359,624	1,400,000	628,951	1,000,000	200,000
	Total Capital Outlay	3,382,215	1,401,100	629,966	1,001,015	244,000
Debt Service						
4800	Debt Service Interest	1,264,964	1,191,421	494,832	1,063,075	1,104,885
4810	Debt Service Principal	1,358,581	938,380	-	1,031,980	988,290
4815	Debt Service Fees	623	450	568	800	800
4820	Bond Issuance Cost	51,886		303,044	303,044	-
	Total Debt Service	2,676,054	2,130,251	798,445	2,398,899	2,093,975
	Total Expense	\$ 9,891,105	\$ 7,916,011	\$ 3,430,667	\$ 7,824,091	\$ 6,689,684

FY 11 Original Budget - FY 11 Projected Total	(91,920)	-1%
FY 11 Operating Budget - FY 12 Operating Budget	(32,951)	-1%
FY 11 Total Budget - FY 12 Total Budget	(1,226,327)	-15%

Water Distribution Salaries

<u>Position</u>	<u>Salary</u>	<u>12.72% Retire- ment</u>	<u>7.65 % SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>Total</u>
Meter Technician III	44,075	5,606	3,372	270	53,323
Meter Technician II	33,030	4,201	2,527	270	40,029
Meter Technician II	30,014	3,818	2,296	270	36,398
Meter Technician I	25,522	3,246	1,952	270	30,990
Subtotal ⁴	132,642	16,872	10,147	1,080	160,741
Sick Leave Incentive	1,085	138	83	-	1,306
Longevity	4,032	513	308	-	4,853
Buyback	4,500	572	344	-	5,417
Subtotal	142,259	18,095	10,883	1,080	172,317
Overtime	4,000	509	306	-	4,815
Subtotal	146,259	18,604	11,189	1,080	177,131
Merit	-	-	-	-	-
Incentives	720	92	55	-	867
Totals	\$ 146,979	\$ 18,696	\$ 11,244	\$ 1,080	\$ 177,998

Water Distribution Capital Out

Account Number	Item	FY 12 Proposed
130-4700	Neptune MRX920 Mobile Data Collector	
	Replace old meter reading unit old unit with new, more versatile unit.	\$ 8,000
130-4700	1/2 ton Pickup	
	Replace unit #238, 2000 model year with 163,192 miles.	\$ 18,000
130-4700	1/2 ton Pickup	
	Replace unit #160, 1995 model year with 119,621 miles.	\$ 18,000
	4700 Total	\$ 44,000
130-4720	* Waterline extension	
	Colorado Sand from Kelly Lane to FM 685	\$ 200,000
	4720 Total	\$ 200,000
	Total Capital Outlay	\$ 244,000

* Detail for these projects is included in the Utility CIP.

Water Distrib Other Prof Fees

Service	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
CCN Application	1,334	-	-	-
Groundwater Rule Compliance	3,000	-	-	-
Tank Inspection	3,425	4,000	-	moved to 4510
Translating Services	864	-	-	1,000
Water Master Plan**	-	95,000	95,000	56,800
	<u>\$ 8,623</u>	<u>\$ 99,000</u>	<u>\$ 95,000</u>	<u>\$ 57,800</u>

**split 50/50 with WAT

Water Distrib Maint Contracts

Equipment	Term	Location	FY 10 Actual	FY 11 Budget	FY 11 Projected	FY 12 Proposed
Chlorine injection Equipment	1 year	Wells	1,131	2,500	2,500	2,500
Meter Reading Equipment	1 year	Suite 100	8,082	8,300	8,690	8,300
Tank Maintenance	1 year	Tank	1,980	2,250	2,205	2,250
Tank Inspections	1 year	Tank	-	-	2,000	2,750
			<u>\$ 11,193</u>	<u>\$ 13,050</u>	<u>\$ 15,395</u>	<u>\$ 15,800</u>



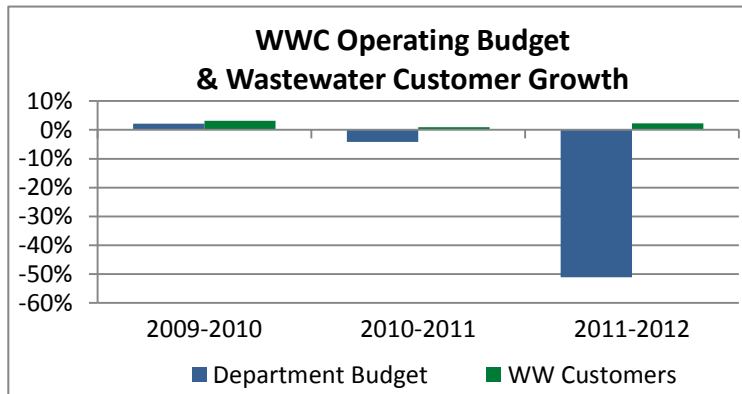
Wastewater Department Collection

Department Mission

Provide for the effective, safe and reliable treatment of wastewater for City customers by operating and maintaining the supply and collection systems according to recognized and adopted standards.



Financial Summary		FY 10	FY 11	FY 11	FY 12	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 11 - 12 Budget	FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 288,854	304,657	280,112	-	-100%	-100%
	Operations & Maintenance	232,292	268,944	251,632	266,932	-1%	6%
	Supplies	14,922	16,817	22,353	21,466	28%	-4%
	Services	-	1,000	500	1,000	0%	100%
Capital Acquisition		138,031	3,263,900	55,167	1,314,000	-60%	2282%
Debt Service		1,067,647	941,083	939,208	935,416	-1%	0%
Totals		\$ 1,741,746	\$ 4,796,401	\$ 1,548,971	\$ 2,538,815	-47%	64%



	FY 11 Actual	FY 12 Proposed
Full Time	6	0
Part Time	0	0
Seasonal	0	0
Total	6	0

* Change in employees due to reorganization of Utility departments.

FY 12 Budget Highlights

- Utility operations have been functionally reorganized and a new department, Utility Maintenance, has been created. These changes have caused fluctuation in the personnel for nearly all utility departments, including the move of all six positions from Wastewater Collection to Utility Maintenance (one Utility Foreman and five Utility Systems Workers).
- The move of all six personnel will also affect personnel related expenditures, such as uniforms, employee safety equipment and training (Operations and Maintenance and Supplies).
- Replace a submersible pump at the Bohls Lift Station (Capital Acquisition).
- Complete the Preliminary Engineering (PER) for the Wilbarger Interceptor project (Capital Acquisition).
- Complete the Preliminary Engineering (PER) for the Rowe Loop extension (Capital Acquisition).

Wastewater Collection Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	205,865	206,123	194,271	All positions
4005 Overtime	5,817	12,000	8,688	moved to
4010 Employee Incentives	4,509	5,725	4,246	Utility
4015 Employee Retirement	27,775	28,944	26,591	Maintenance
4020 Social Security/Medicare	15,878	17,124	15,851	Department in
4030 Workers Compensation	3,126	3,439	2,214	FY 12.
4040 Employee Insurance	24,734	29,682	27,500	-
4050 Unemployment Tax	1,151	1,620	750	-
4155 Lab Fees	-	1,000	500	1,000
4200 Gasoline	10,405	11,317	17,362	19,966
4210 Vehicle Repair	3,873	5,000	2,000	5,000
4220 Equipment Repair	1,803	9,000	5,000	9,000
4300 Electricity	93,821	100,000	100,000	90,000
4310 Telephone	2,614	2,470	2,500	2,600
4320 Water	768	800	800	800
4405 Uniforms	1,434	2,100	2,000	Utility Maint.
4410 Training and Education	2,955	3,000	3,000	Utility Maint.
4420 Insurance	4,228	5,074	4,032	4,032
4433 Chemicals	1,161	1,750	1,200	1,500
4440 Small Tools/Equipment	3,250	3,750	3,728	Utility Maint.
4465 Rentals/Leases	329	500	300	500
4470 Publications/Software	105	-	63	-
4480 Other Operating Expenses	9,932	11,000	12,000	Utility Maint.
4520 Maintenance and Repairs	83,406	105,000	110,000	135,000
4620 Sludge Disposal	27,129	25,000	10,000	20,000
Total Operating	536,068	591,418	554,596	289,398
<u>Capital Outlay</u>				
4700 Equipment	24,983	63,900	55,167	14,000
4720 Improvements o/t Buildings	113,048	3,200,000	-	1,300,000
Total Capital Outlay	138,031	3,263,900	55,167	1,314,000

Wastewater Collection Expense

	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Debt Service				
4800 Debt Service Interest	693,906	676,638	676,638	668,651
4810 Debt Service Principal	362,521	263,305	262,170	266,365
4815 Debt Service Fees	333	1,140	400	400
4820 Bond Issuance Cost	10,887	-	-	-
Total Debt Service	1,067,647	941,083	939,208	935,416
Total Expense	<u>\$ 1,741,746</u>	<u>\$ 4,796,401</u>	<u>\$ 1,548,971</u>	<u>\$ 2,538,815</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (3,247,430)	-68%
FY 11 Operating Budget - FY 12 Operating Budget	\$ (302,020)	-51%
FY 11 Total Budget - FY 12 Total Budget	\$ (2,257,587)	-47%

Wastewater Collection Salaries

All positions moved to Utility Maintenance Department

12.72%
Retire-
ment

7.65%
SS/Med
Taxes

3.0%
TEC

Position	Salary	Retire- ment	SS/Med Taxes	3.0% TEC	Total
Utility Foreman	-	-	-	-	-
Utility Systems Worker III	-	-	-	-	-
Utility Systems Worker II	-	-	-	-	-
Utility Systems Worker II	-	-	-	-	-
Utility Systems Worker I	-	-	-	-	-
Utility Systems Worker I	-	-	-	-	-
Subtotal	-	-	-	-	-
Sick Leave Incentive	-	-	-	-	-
Longevity	-	-	-	-	-
Buyback	-	-	-	-	-
Subtotal	-	-	-	-	-
Overtime	-	-	-	-	-
Subtotal	-	-	-	-	-
Merit	-	-	-	-	-
Incentives	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -

Wastewater Collection Cap Out

Account Number	Item	FY 12 Proposed
160-4700	Submersible Pump for Bohls Lift Station	
	Replace grinder pump with a more efficient submersible pump.	14,000
4700 Subtotal		\$ 14,000
160-4720	* Wilbarger Interceptor & Reclaimed Water	
	Preliminary Engineering for the interceptor to the future Wilbarger WWTP site.	1,200,000
160-4720	* Rowe Loop Wastewater Service Extension	
	Preliminary Engineering for a gravity line extension along Rowe Loop to eliminate the Steeds Crossing Lift Station.	100,000
4720 Subtotal		\$ 1,300,000
Total Capital Outlay		\$ 1,314,000

* Details for these projects included in Utility Fund CIP.



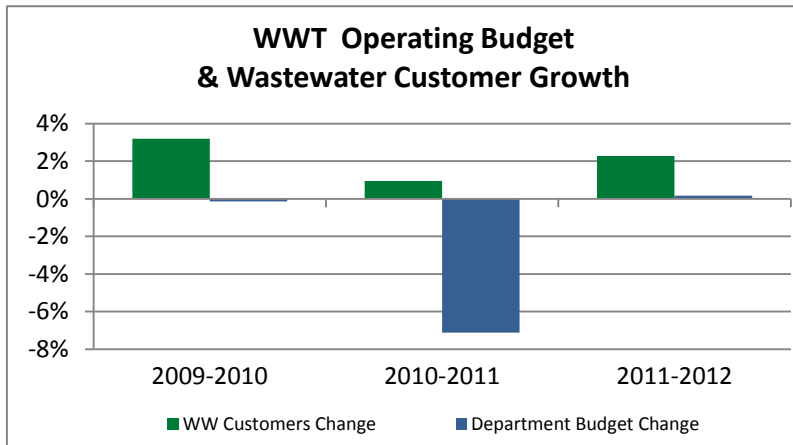
Wastewater Department Treatment

Department Mission

Provide for the effective, safe and reliable treatment of wastewater for City customers by operating and maintaining the treatment process according to recognized and adopted standards. Provide curb side brush chipping, operate a composting program, and recycling center for City customers.



Financial Summary		FY 10	FY 11	FY 11	FY 12	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 11 - 12 Budget	FY 11 Projected to FY 12 Budget
Operating	Personnel	\$ 343,697	323,246	308,983	359,107	11%	16%
	Operations & Maintenance	598,304	752,052	699,254	696,951	-7%	0%
	Supplies	331,609	342,509	345,500	364,200	6%	5%
	Services	44,638	60,000	93,250	60,000	0%	-36%
	Capital Acquisition	1,468,385	2,060,000	32,809	278,000	-87%	747%
	Debt Service	1,547,067	1,447,292	1,446,257	1,447,829	0%	0%
Totals		\$ 4,333,699	\$ 4,985,098	\$ 2,926,053	\$ 3,206,087	-36%	10%



	FY 11 Actual	FY 12 Proposed
Full Time	7	8
Part Time	0	0
Seasonal	0	0
Total	7	8

FY 12 Budget Highlights

- Hire a new Laborer to work with the curbside chipping and recycle center programs (Personnel).
- Complete permit renewal and an EPA Risk Management Plan for the Central Wastewater Treatment plant in 2011 (Services).
- Replace an aging, high mileage truck (Capital Acquisition).
- Preliminary engineering for the Wilbarger Wastewater Treatment Plant, budgeted for 2011, has been deferred (Capital Acquisition).
- Complete preliminary engineering on expansion of the Central Wastewater Treatment Plant (Capital Acquisition).

Wastewater Treatment Expense

<u>Operating</u>	<u>FY 10 Actual</u>	<u>FY 11 Approved Budget</u>	<u>FY 11 Projected Total</u>	<u>FY 12 Proposed Budget</u>
4000 Salaries	245,075	214,525	214,525	215,909
New Personnel		-		37,456
4005 Overtime	10,910	15,000	15,000	15,000
4010 Employee Incentives	1,259	1,160	725	725
4015 Employee Retirement	31,619	29,828	28,015	29,464
4020 Social Security/Medicare	19,427	17,647	17,614	17,720
4030 Workers Compensation	3,740	4,114	2,304	2,304
4040 Employee Insurance	29,931	39,082	30,000	38,640
4050 Unemployment Tax	1,736	1,890	800	1,890
4155 Lab Fees	44,638	60,000	50,000	60,000
4195 Other Professional Fees	-	-	43,250	-
4200 Gasoline	25,914	30,009	28,000	32,200
4210 Vehicle Repair	8,745	7,500	6,000	7,500
4220 Equipment Repair	11,166	12,000	8,000	12,000
4300 Electricity	290,354	385,000	345,000	310,000
4310 Telephone	312	525	60	60
4320 Water Expense	187	300	220	300
4405 Uniforms	2,066	2,800	2,800	3,200
4410 Training and Education	4,180	3,750	3,500	3,750
4420 Insurance	16,773	20,127	15,141	15,141
4433 Chemicals	303,744	310,000	315,000	325,000
4440 Small Tools/Equipment	1,951	2,500	2,500	7,000
4465 Rentals/Leases	120	250	250	20,000
4480 Other Operating	13,758	17,500	17,500	17,500
4485 State Permits	15,694	30,000	35,000	35,000
4510 Maintenance Contracts	7,051	16,300	15,283	16,500
4520 Maintenance and Repairs	34,949	86,000	88,000	88,000
4620 Sludge Disposal	180,947	150,000	150,000	150,000
4627 Water softener rebate program	12,000	20,000	12,500	18,000
Total Operating	1,318,247	1,477,807	1,446,987	1,480,258

Wastewater Treatment Expense

	FY 10 Actual	FY 11 Approved Budget	FY 11 Projected Total	FY 12 Proposed Budget
Capital Outlay				
4700 Equipment	-	10,000	9,969	18,000
4720 Improvements o/t Buildings	468,385	2,050,000	22,840	260,000
4730 Land	1,000,000	-	-	-
Total Capital Outlay	1,468,385	2,060,000	32,809	278,000
Debt Service				
4800 Debt Service Interest	883,616	957,432	957,432	942,074
4810 Debt Service Principal	434,258	489,310	488,175	505,105
4815 Debt Service Fees	368	550	650	650
4820 Bond Issuance Costs	228,824	-	-	-
Total Debt Service	1,547,067	1,447,292	1,446,257	1,447,829
Total Expense	<u>\$ 4,333,699</u>	<u>\$ 4,985,098</u>	<u>\$ 2,926,053</u>	<u>\$ 3,206,087</u>

FY 11 Original Budget - FY 11 Projected Total	\$ (2,059,046)	-41%
FY 11 Operating Budget - FY 12 Operating Budget	\$ 2,452	0.2%
FY 11 Total Budget - FY 12 Total Budget	\$ (1,779,011)	-36%

Wastewater Treatment Salaries

Position	Salary	12.72% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	Total
Foreman	39,062	4,969	2,988	270	47,289
Treatment Plant Operator III	35,360	4,498	2,705	270	42,833
Treatment Plant Operator II	30,680	3,902	2,347	270	37,200
Treatment Plant Operator II	30,160	3,836	2,307	270	36,574
Laborer II	26,645	3,389	2,038	270	32,342
Laborer II	26,562	3,379	2,032	270	32,242
Laborer I	22,880	2,910	1,750	270	27,811
Subtotal ⁷	211,349	26,884	16,168	1,890	256,291
Sick Leave Incentive	900	114	69	-	1,083
Longevity	3,360	427	257	-	4,044
Buyback	300	38	23	-	361
Subtotal	215,909	27,464	16,517	1,890	261,779
Overtime	15,000	1,908	1,148	-	18,056
Subtotal	230,909	29,372	17,665	1,890	279,835
Merit	-	-	-	-	-
Incentives	725	92	55	-	873
Total ⁷	\$ 231,634	\$ 29,464	\$ 17,720	\$ 1,890	\$ 280,708

New WW Treatment Dept Personnel

<u>Position</u>	<u>Proposed Salary</u>	<u>12.72% Retirement</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>TWC</u>	<u>Insurance</u>	<u>Total</u>
Laborer I	25,256	3,213	1,932	270	1,010	5,775	37,456
	-	-	-	-	-	-	-
Totals	<u>\$ 25,256</u>	<u>\$ 3,213</u>	<u>\$ 1,932</u>	<u>\$ 270</u>	<u>\$ 1,010</u>	<u>\$ 5,775</u>	<u>\$ 37,456</u>

Wastewater Treatment Cap Out

Account Number	Item	FY 12 Proposed
170-4700	F-150 Truck	
	Replace unit #137 a 1996 model Ford F-150 with 114,956 miles.	18,000
	4700 Subtotal	\$ 18,000
170-4720	Central Wastewater Treatment Plant Expansion	
	* Preliminary Engineering for expansion of the plant.	260,000
	4720 Subtotal	\$ 260,000
	Total Capital Outlay	\$ 278,000

* Details for project included in Utility Fund CIP.

WW Treatment Other Prof Fees

<u>Service</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Central WWTP 2011 TPDES Permit Renewal	-	-	39,500	-
Central WWTP EPA Risk Mgmt Plan Update	-	-	3,750	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,250</u>	<u>\$ -</u>

WW Treatment Main Contracts

<u>Equipment</u>	<u>Term</u>	<u>Location</u>	<u>FY 10 Actual</u>	<u>FY 11 Budget</u>	<u>FY 11 Projected</u>	<u>FY 12 Proposed</u>
Annual Preventative Maintenance	1 year	Central Plant	3,333	3,500	3,450	3,600
Treatment Plant Equipment	1 year	Central Plant	3,718	3,800	3,718	3,900
Generators	1 year	WWTPs	-	9,000	8,115	9,000
			<u>\$ 7,051</u>	<u>\$ 16,300</u>	<u>\$ 15,283</u>	<u>\$ 16,500</u>