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PFLUGERVILLE
T E X A S

City of
Pflugerville

Proposed Budget

Fiscal Year 2013

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September 11, 2012

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 2012-2013 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 2012-2013 proposed budget for expenses totals \$64,101,569. This figure includes \$22,153,162 for the general fund, \$5,837,514 for the debt service fund, \$12,417,700 for the capital improvements fund, and \$23,693,193 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. Sales tax revenue is increasing, and it is now over 20% of general fund revenue. 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.

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. Additional expenses are related to the completion of the Library expansion early in 2013, requiring additional staff and operational funding increases.

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 work sessions are scheduled in July and August with the goal of adopting the budget at the regular City Council meeting on September 11, 2012.

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.

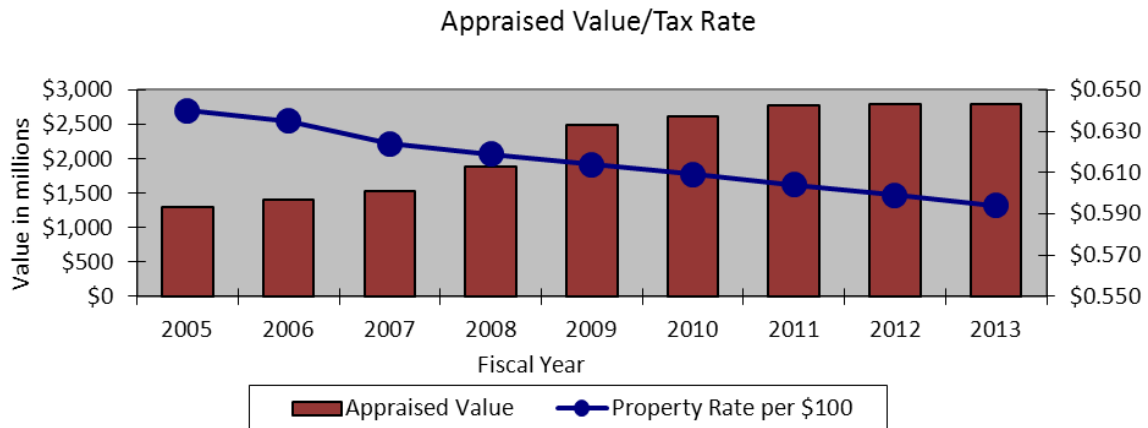
Budget Overview

For fiscal year 2012-2013, the philosophy regarding the method of budgeting, and the funding of one-time expenditures has continued. This budget was prepared with department directors requested to only list 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.

A General Capital Reserve Fund was established in FY 2011-2012. The fund is used to purchase capital items or fund capital projects on a one-time basis. 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.

Budget Overview (continued)

The City Council has lowered the property tax rate each year since 2004. The City Council has indicated that it will continue to drop the tax rate by one-half cent for fiscal year 2013 to \$0.594 per \$100 in valuation. This proposed budget reflects that property tax rate.



The City continues to incentivize economic development. Current economic incentives include rebating property tax and sales tax to Cinemark and to the DPS Mega Center for a specific period of time.

Growth – Challenges and Rewards

Since 2000, the population of the City has grown from 16,335 to 46,936 per the 2010 U. S. Census. In January 2012 the City's Planning Department estimated a total population of 49,079 for the end of fiscal year 2013. Current population growth projections for fiscal years 2013 through 2017 are for a 1.5% 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 estimated appraised value for fiscal year 2013 (tax year 2012) decreased by 0.7% which includes properties within the Greenridge subdivision annexed in December 2011. The national and international economy has affected property values within the City limits and thus has had a direct impact on the City of Pflugerville and its revenues. Two subdivisions in the City began building homes in new sections during FY 2012, and there is an indication of additional sections opening during FY 2013 as a result of the progress in the City of Pflugerville Tax Increment Reinvestment Zone No. One (TIRZ #1).

Growth – Challenges and Rewards (continued)

TIRZ #1 was authorized in December 2010 to stimulate economic development in designated areas of the Falcon Pointe subdivision. The City agreed to allow tax revenue from 100% of new property value in the TIRZ be used for specific projects within the zone. The captured appraised value (value of new construction) on January 1, 2011, was \$1,971,519. The resulting tax revenue of \$11,806 will be used to pay administrative and legal expenses. The projected captured appraised value for January 1, 2012 has been certified at \$3,669,945.

Sales tax revenue shows an increase of more than 12% through August, and franchise fee revenue is expected to at least meet, and possibly exceed, the projection for FY 2012.



Fiscal year 2012 development includes the Randolph-Brooks Federal Credit Union branch; the opening of a stand-alone emergency room as an extension of St. David's North Austin Medical Center featuring 13 treatment beds and advanced testing capabilities. This is the first full-service emergency facility in the City. Two

new restaurants will open soon: Shogun Japanese Restaurant and Morelia Mexican Grill. All of these projects are located in Stone Hill Town Center.



Construction on the Mansions at Stone Hill, a planned 370-unit apartment complex behind the Stone Hill Town Center, is underway. Western Rim Property officials expect the first apartments to be available by Nov. 1. Also under construction are a Department of Public Safety Mega Center and the Heatherwilde Professional Park.

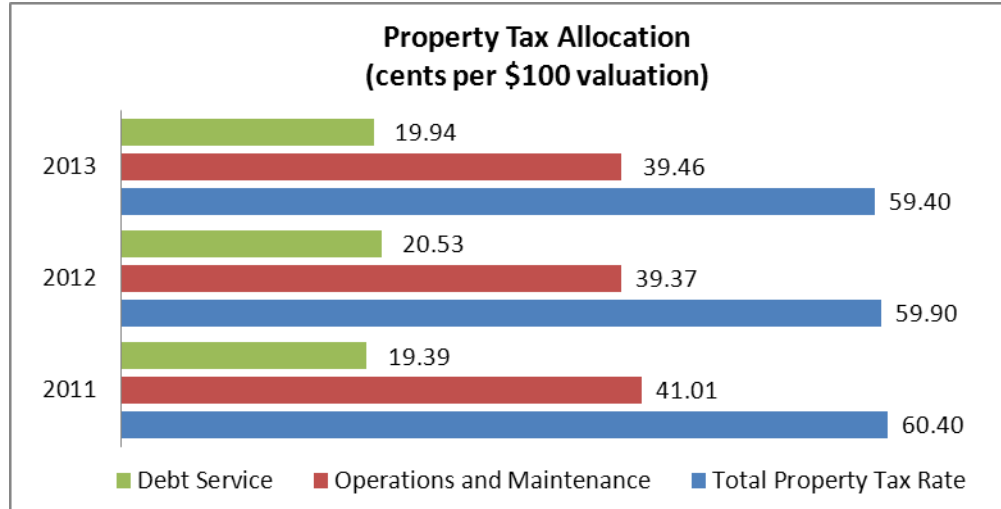
General Fund Revenue

In FY 2013 debt service payments will be lower as the result of the refunding bond issued in May 2012. The interest rate on the four bonds refunded was lowered from approximately 5% to 3%. This resulted in a decrease of approximately \$100K in debt service payments. Even though debt service will be added after issuing the final set of bonds for the Library expansion, total debt service will still be less than FY 2012.

This proposed budget for fiscal year 2013 will continue all current services and programs, and is balanced without requiring a transfer from fund balance.

General Fund Revenue (continued)

The following chart shows the proposed tax rate for fiscal year 2013 of \$0.594 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.



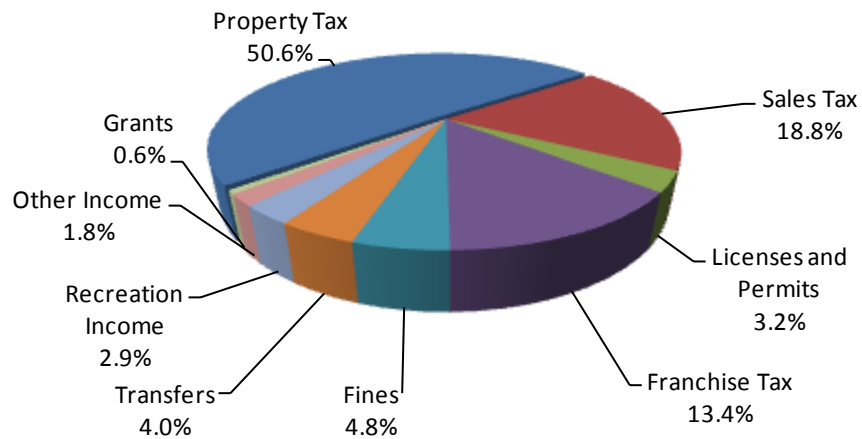
The FY 2013 budget includes a growth rate of 8% for sales tax revenue due to the percentage increases experienced in FY 11 and continuing in FY 12. Building permit revenue is projected to increase slightly from FY 2012. The majority of new homes are in the City's extraterritorial jurisdiction and therefore do not add to the City's property tax base. The number of subdivision construction applications has increased from FY 2011, and, the revenue received has exceeded the budgeted revenue estimate by 50%. These fees were paid for new sections in established subdivisions and new commercial construction. Plat review revenue through August has exceeded the budgeted amount by 20%, but is still lower than FY 2011. Site development plan review revenue through August is 50% higher than budgeted. The proposed fiscal year 13 budget projects a leveling out in all categories of development revenue for fiscal years 2013 through 2017.

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 is expected to also remain level for the next 5 years.

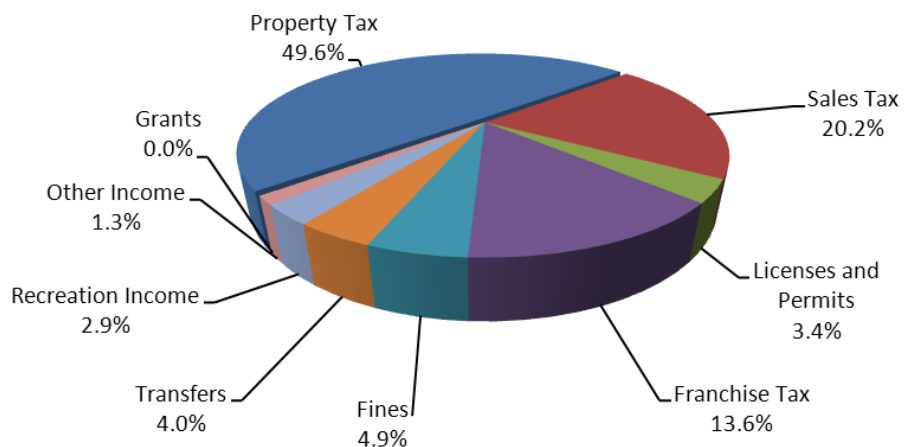
General Fund Revenue (continued)

The following charts illustrate the City of Pflugerville's sources of funds on a percentage basis in the general fund for fiscal years 2012 and 2013.

FY 2012 Revenue Sources - General Fund



FY 2013 Revenue Sources - General Fund



The charts above reflect the reduction in property tax revenue as a percentage of general fund revenue and the increase in sales tax revenue as a percentage. This reflects the goal of the City Council to reduce property taxes as sales tax revenue increases.

General Fund Revenue (continued)

Transfers

The transfer from the utility fund to the general fund increased from \$700,000 to \$750,000 for the 2012 fiscal year. An additional Assistant City Manager was added to the budget in FY 2012. That position oversees public works which includes the utility fund. The position is in the general fund staffing and budget plans; therefore, an additional transfer to support that position was approved. Other transfers into the General Fund include Municipal Court and Police Department special revenue funds to support programs budgeted in the General Fund. For example, funds are transferred from the Municipal Court Security Fees to allow for the hiring of a Bailiff to attend Municipal Court sessions.

The budget for fiscal year 2013 does not require as a revenue source a transfer from the fund balance in the general fund. The projected surplus of funds for fiscal year 2012 is \$1.8M, and this fiscal year 2013 budget projects a surplus of \$225K.

General Fund Expenditures

The fiscal year 2013 general fund budgeted expense for operations and maintenance of \$22,153,162 is a \$1.9M (10%) increase from the fiscal year 2012 projected year-end estimate.

The Administration department includes a new full-time position, Human Resources Coordinator, and a part-time position, Media Intern. These new positions, coupled with an increase in legal expenditures, contribute to the department's 5% increase in operating expenditures over the fiscal year 2012 budget. The Municipal Court budget increase of \$78,250 for courtroom and office upgrades is primarily funded from special revenue funds set aside exclusively for Court use.

The departments that provide development related services, Building, Engineering and Planning, have proposed new software for fiscal year 2013 to better manage applications and permits related to the development process. During 2012, the City Engineer position was reinstated to the Engineering Department and consequently engineering consultant fees decreased in the 2013 budget. Operating expenditures for the Planning Department increased 25% over projected, due to the addition of a position, Planning Director, which was removed from the 2012 budget.

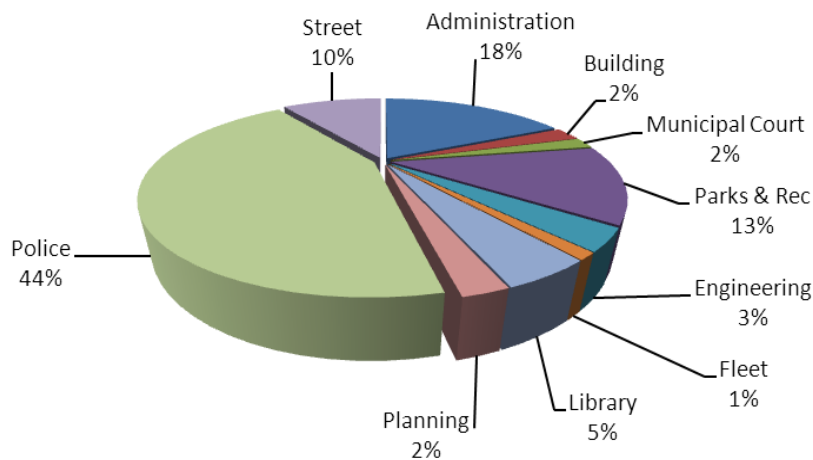
The completion of the expanded Library is anticipated in early calendar year 2013. To properly staff this larger facility, two new full-time positions and four new part-time positions are included in the 2013 Library Department budget. Two positions contribute to the 9% increase in operating expenditures in the Parks and Recreation departmental budget. The Assistant Parks & Recreation Director position is restored and a new Marketing and Event Coordinator is established. This new position would be responsible for managing all City events and for marketing the Parks and Recreation department.

General Fund Expenditures (continued)

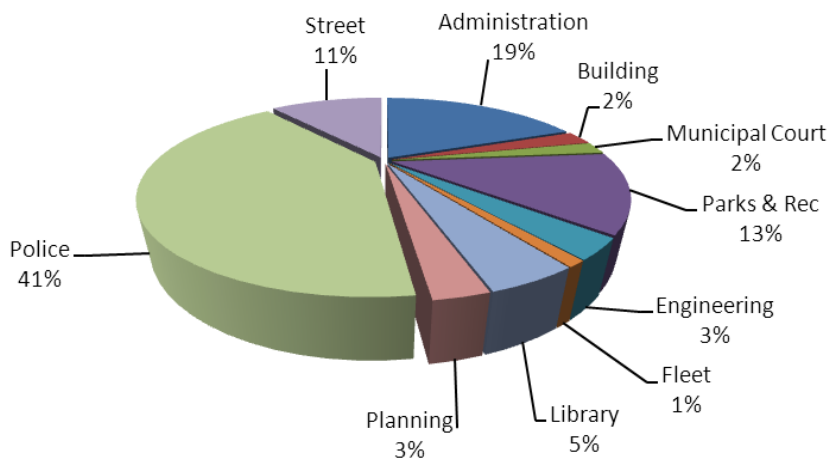
The Police Department budget also shows an increase due to new positions. Two new positions are included for fiscal year 2013: a dispatch supervisor and an Animal Shelter Director. In addition, the budget includes the reclassification of nine Officers to Corporal. Six patrol vehicles have been requested as replacements for vehicles that have reached their useful lives. A number of technology-related improvements have also been proposed, including: a mobile license plate reader, mobile radios, and additional and replacement Tasers.

The following charts illustrate the City of Pflugerville’s projected uses of funds on a percentage basis in the general fund for fiscal year 2012 and proposed uses for fiscal year 2013.

FY 2012 Projected Expense by Department



FY 2013 Proposed Expense by Department



General Fund Debt Service

The City's outstanding general fund indebtedness will be \$151,080,000 as of September 30, 2012. 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 \$5,780,000 in debt. Nearly \$76 million of the City's overall indebtedness was incurred for and is intended to be repaid from the general fund.

As in fiscal year 2011, during the 2012 fiscal year, conditions in the bond market and the number of callable bonds in the City portfolio were in a position to provide a benefit to both the general and utility debt service programs. Again, the City issued advanced refunding bonds. Five debt issues were called and partially refunded with one issue of Limited Tax Refunding Bonds. The interest rate for the new debt was lower than that of the original bonds resulting in a savings to the City.

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 Aa2 for bonds issued in June 2012.

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 (Progressive Waste Solutions 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 since 2002. A pipeline from the Colorado River, a reservoir, and a water treatment plant were built to provide a more reliable source of water. Until that time the City was relying on wells to supply water to its customers. The central wastewater plant was expanded in response to the population growth the City experienced. 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.

Utility Fund (continued)

By using projections of customer base, revenues from user fees and other sources, and expenses including additional debt service from any future bond issues, City staff and financial consultants have developed a schedule that should meet the City's needs for the next five years, and provide a planning basis through 2039. The City has experienced a decrease in Capital Recovery Fee revenue which increases the amount of bonded debt required and reduces the amount of funds available to cover debt service on existing bonds. 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 completed during fiscal year 2010 that indicated that current rates are meeting the requirements of the water and wastewater systems. A rate study update is budgeted in fiscal year 2013 to provide guidance on future rates taking into account new customer projections and system needs.

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 2012, work on a water master plan continued and a wastewater master plan update will be undertaken in fiscal year 2013. The resulting plans should provide direction to guide the expansion and operation of the water and wastewater systems for the foreseeable future. Although no initiation of significant system improvements was undertaken in 2012, a 141 kW photovoltaic system was installed at the Water Treatment Plant to offset a portion of electric usage. This project was funded through a State Energy Conservation Office (SECO) Distributed Renewable Energy Grant and Oncor rebates.

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 toll roads will be enhanced. During 2012, the Pflugerville Parkway East project will be substantially complete and work will begin on rehabilitating Kelly Lane East. Existing balances in bond accounts will be used during fiscal year 2013 for the construction of street projects as approved by the City Council.

Capital Improvement Project Funds (continued)

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 early in fiscal year 2012 the design was finalized. A construction contract was awarded in November 2011 with a projected completion date of early calendar 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

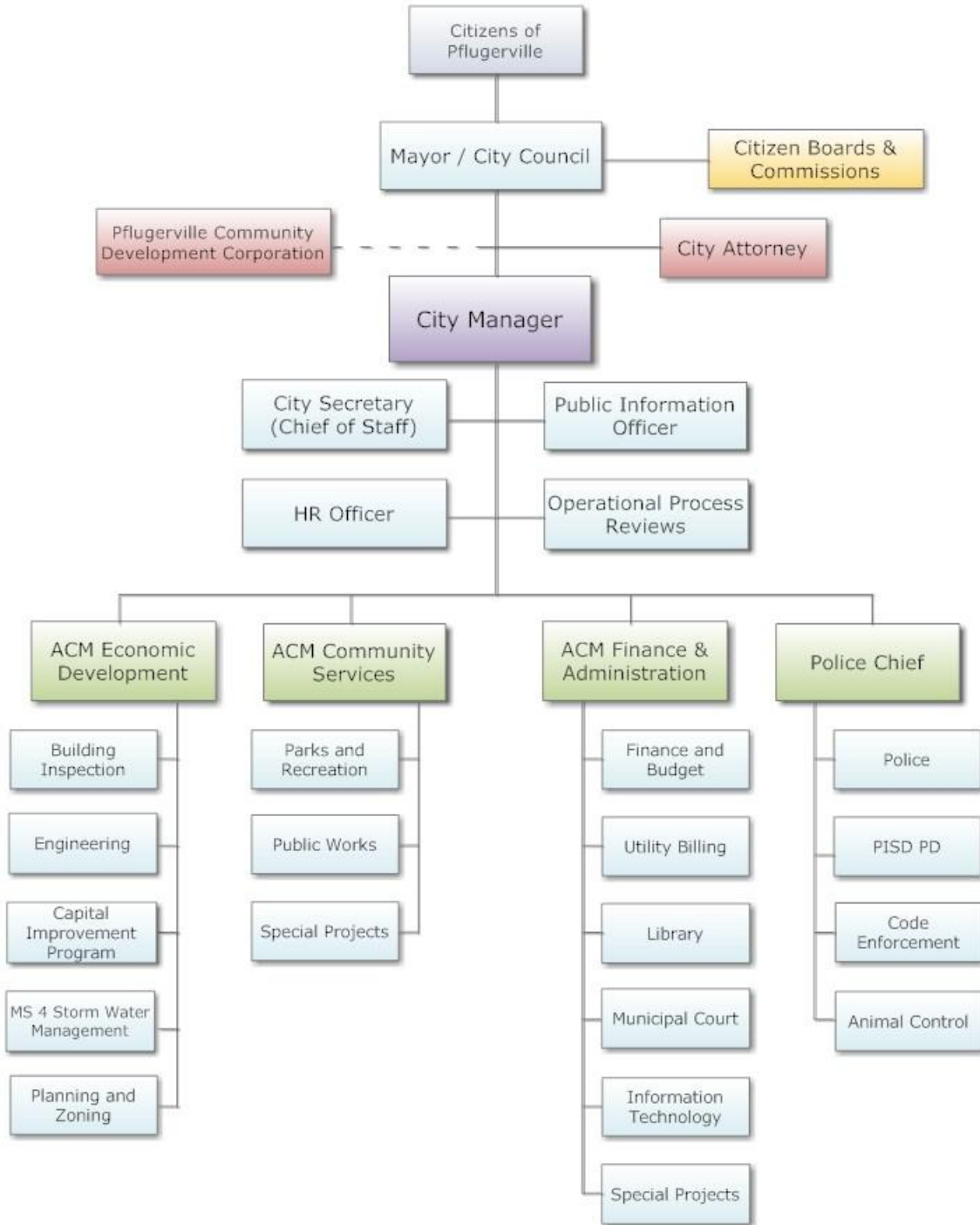
Pflugerville will be a well-planned, well-maintained, clean and safe community comprised of commercial and residential diversity, providing community-friendly streetscapes that create a desirable destination for Central Texas.

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 2013 Budget Schedule

Saturday, March 24	City Council retreat to discuss overview of FY 13 Budget.
Wednesday, April 18	Budget worksheets distributed to department managers (FY 13 and 5 year worksheets).
April/May	Appraiser sends notices of appraised values to taxpayers.
Monday, April 30	Appraiser sends notice of estimated taxable value to City.
Wednesday, May 2	Completed budget worksheets and narratives returned by department managers to Finance.
May 16 - 17 and 22 - 23	Budget meetings with department managers and finance department (as needed).
May 3 - May 31	Preparation of budget for review by department managers, City Manager and Assistant City Managers.
Tuesday, May 22 City Council meeting	Worksession to discuss the five year Capital Improvement Projects (CIP) Plan and the debt service (I&S) portion of the tax rate.
Thursday, May 31	Budget given to City Manager and Assistant City Managers for review.
Friday, 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.
Tuesday, June 5 City Council meeting	Worksession to discuss the five year Capital Improvement Projects (CIP) Plan and the debt service (I&S) portion of the tax rate.
June 4 - 6 and June 11 - 15	Meetings with City Manager, Assistant City Managers and department managers.
June 4 - June 25	Preparation of budget for presentation to City Council.
Tuesday, June 26 City Council meeting	Provide the budget to City Council.
July 1	Proposed Budget due to the City Council.
Tuesday, July 10 City Council meeting	City Council work session to discuss the budget.
Thursday, July 12	Finance and Budget Committee meeting to discuss budget.
Tuesday, July 24 City Council meeting	City Council work session to discuss the budget.
Wednesday, July 25	Deadline for Chief Appraiser to certify appraisal rolls.
July 25 - August 8	Tax Office calculates effective and rollback tax rates and submits to jurisdictions for approval prior to publication on August 11.
Saturday, August 11	Publication of effective tax rates, fund balances, and debt schedules, submitted by Travis County, appears in Austin American Statesman.
Tuesday, August 14 City Council meeting	Discuss and propose the tax rate. 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.

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

Fiscal Year 2013 Budget Schedule

<p>If no tax increase proposed:</p> <p style="padding-left: 40px;">August 31</p> <p style="padding-left: 40px;">September 11 City Council Meeting</p> <p style="padding-left: 40px;">September 12</p>	<p>Anytime after the August 11 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.</p> <p>Notice of public hearing required by Charter posted on City website.</p> <p>Public Hearing on budget.</p> <p>Adoption of budget.</p> <p>Adoption of tax rate.</p> <p>Notice of Adoption posted on City website and aired on Channel 10.</p>
<p>Monday, August 21 through Tuesday, August 28</p>	<p>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.</p>
<p>Tuesday, August 28 City Council meeting</p>	<p>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.</p>
<p>Tuesday, September 11 City Council meeting</p>	<p>Second Public Hearing on tax increase. At end of hearing, announce date, time, and place of meeting to vote on tax rate.</p>
<p>Friday, September 14</p>	<p>Notice of Vote on Tax Rate published on the City website.</p> <p>Notice of Public Hearing for budget required by Charter published on City website.</p>
<p>Tuesday, September 25 City Council meeting</p>	<p>Public hearing on budget required by Charter.</p> <p>Adoption of budget by the City Council.</p> <p>Adoption of tax rate by the City Council.</p>
<p>Wednesday, September 26</p>	<p>Notice of Adoption posted on City website and aired on Channel 10.</p>

Additional budget meetings may be scheduled.

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 2013 annual budget.

Revenues

The sales tax revenue is anticipated to grow 8% over the FY 12 projected sales tax and 16.6% over the budgeted FY 12 sales tax.

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 12 health insurance costs.

Slight increase, less than 1%, in the employer funded retirement contribution rate.

No increase in workers compensation insurance coverage due to provider statement of stable FY 13 rates.

No general increase in electricity costs, due to the current electric contract effective through December 2013.

Approximate 5% increase for Telephone, Natural Gas, and Liability Insurance for potential increase in rates.

Funds Summary

	FY 11 Actual	FY 12 Budget	FY 12 Projected Total	FY 13 Proposed Budget
Revenues				
General	\$ 21,135,385	\$ 20,988,832	\$ 22,042,542	\$ 22,230,248
Utility	\$ 25,909,915	\$ 25,298,672	\$ 24,121,000	\$ 25,725,888
Debt Service	\$ 5,806,026	\$ 5,732,016	\$ 5,918,245	\$ 5,837,514
Capital Projects	\$ 8,470,632	\$ 14,000,000	\$ 3,582,300	\$ 12,417,700
Total	\$ 61,321,959	\$ 66,019,520	\$ 55,664,087	\$ 66,211,350
Expenses				
General	\$ 20,329,104	\$ 20,722,503	\$ 20,192,894	\$ 22,153,162
Utility	\$ 25,964,206	\$ 21,271,506	\$ 21,123,702	\$ 23,693,193
Debt Service	\$ 5,700,932	\$ 5,723,016	\$ 5,918,245	\$ 5,837,514
Capital Projects	\$ 8,470,632	\$ 14,000,000	\$ 3,582,300	\$ 12,417,700
Total	\$ 60,464,875	\$ 61,717,025	\$ 50,817,141	\$ 64,101,569
	\$ 857,084	\$ 4,302,495	\$ 4,846,946	\$ 2,109,780

Beginning fund balances FY 13

General	\$ 8,839,627
Utility	\$ 8,963,736

Debt Service Fund

Revenue	FY 11 Actual	FY 12 Projected	FY 13 Approved Budget
Property Tax	\$ 5,623,944	\$ 5,918,245	\$ 5,823,753
PCDC Payment on Bonds	\$ 182,082	\$ 185,683	\$ 184,183
Total	\$ 5,806,026	\$ 6,103,927	\$ 6,007,935
Expenses			
Debt Service Interest	\$ 3,316,775	\$ 3,463,162	\$ 3,239,287
Debt Service Principal	\$ 2,202,075	\$ 2,269,400	\$ 2,400,283
PCDC Bond Payments	\$ 182,082	\$ 185,683	\$ 184,183
Subtotal	\$ 5,700,932	\$ 5,918,245	\$ 5,823,753
Service Fees	\$ 3,276	\$ 4,400	\$ 4,400
Total	\$ 5,704,208	\$ 5,922,645	\$ 5,828,153
Bond Summary			
1999 General Obligation Bonds	\$ 861,094	\$ 587,188 *	\$ 536,594 *
2001 Certificates of Obligation	\$ 229,170 ^	\$ 240,350	\$ -
2002 Certificates of Obligation	\$ 332,156 ^	\$ 298,456 ^*	\$ 261,511 ^*
2003 Certificates of Obligation	\$ 48,578	\$ 33,836 *	\$ 19,055 *
2004 Certificates of Obligation	\$ 178,951	\$ 120,256 *	\$ 68,923 *
2005 Certificates of Obligation	\$ 215,079	\$ 213,722	\$ 214,106
2006 Certificates of Obligation	\$ 213,400	\$ 212,400	\$ 211,400
2007 Certificates of Obligation	\$ 687,163	\$ 678,763	\$ 670,363
2009 Certificates of Obligation	\$ 783,265	\$ 775,565	\$ 768,965
2009 General Obligation Bonds (Library)	\$ 201,380	\$ 199,580	\$ 197,780
2009A Certificates of Obligation	\$ 528,851	\$ 520,923	\$ 514,875
2009A Certificates of Obligation (PCDC)	\$ 182,082	\$ 185,683	\$ 184,183
2009 Limited Refunding Bonds*	\$ 658,634	\$ 659,906	\$ 520,390
2010 General Obligation Bonds (Library)	\$ 50,247 **	\$ 115,370	\$ 114,570
2010 Certificates of Obligation	\$ 103,469 **	\$ 240,204	\$ 238,504
2010 Limited Refunding Bonds	\$ 427,413	\$ 426,592	\$ 592,224
2012 Limited Tax Refunding Bonds	\$ -	\$ 409,452 **	\$ 670,312
2012 General Obligation Bonds (Library)	\$ -	\$ -	\$ 40,000 **
Total	\$ 5,700,932	\$ 5,918,245	\$ 5,823,753

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

* 2012 Refunding issue, included partial refunding of 1999 General Obligation bonds and 2002, 2003, and 2004 Certificates of Obligation.

** First year payment, includes interest only

Outstanding General Fund Debt

Date of Issue/ Type of debt	Amount of issue	Bond Principal Balance as of September 30, 2012	Construction funds remaining to be spent as of September 30, 2012
1999 General Obligation	\$13,450,000	\$1,000,000	\$0
The funds were used to construct the Justice Center, various roadways, and construct park improvements.			
2002 Tax & Revenue CO's*	\$9,994,200	\$250,250	\$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	\$35,800	\$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	\$419,500	\$0
Construct various street and drainage projects, and to make improvements to the Hike and Bike trails.			
2005 Tax & Revenue CO's*	\$3,425,000	\$3,038,100	\$0
The funds from this bond issue were be used to fund various street projects.			
2006 Tax & Revenue CO's*	\$4,785,000	\$4,660,000	\$0
The funds from this bond issue were used to fund various street projects.			
2007 Tax & Revenue CO's*	\$10,315,000	\$9,475,000	\$0
The funds from this bond issue were used to fund various street projects.			
2009 Tax & Revenue CO's*	\$11,500,000	\$10,840,000	\$2,637,000
The funds from this bond issue will be used to fund various street and drainage projects.			
2009 General Obligation (FY 09)	\$3,000,000	\$2,820,000	\$170,000
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	\$8,159,580	\$5,610,000
Construct various street and drainage projects (\$6M) and to fund the purchase of infrastructure from New Quest (\$2.5M).			
2009A Tax & Revenue CO's* (PCDC)	\$2,750,000	\$2,680,000	\$0
The funds from this bond issue will be used by PCDC to develop the PCDC owned land at E. Pecan and SH-130.			
2009 Limited Tax & Revenue Refunding Bonds	\$2,941,470	\$1,681,930	\$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	\$1,960,000	\$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	\$4,045,000	\$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	\$9,894,400	\$0
The funds from this bond issue were used to refinance and partially retire the 2001 and 2002 Certificates of Obligation debt issues.			
2012 Limited Tax & Revenue Refunding Bonds	\$14,982,000	\$14,982,000	\$0
The funds from this bond issue were used to refinance and partially retire the 1999 General Obligation bonds and 2002, 2003, and 2004 Certificates of Obligation debt issues.			
Totals	\$105,582,670	\$75,941,560	\$10,417,000

Proposed FY 2013 debt includes General Obligation bonds to complete renovation and expansion of the Library, up to \$2,000,000.

*Combination Tax and Revenue Certificates of Obligation

Capital Projects

Revenue	FY 2013	
Cash Balance Forward		
2009 Combination Tax & Revenue Certificates of Obligation (FY 2009)	\$ 2,637,000	
2009 General Obligation Bonds (FY 2009) -- Library Expansion	170,000	
2009A Combination Tax & Revenue Certificates of Obligation (FY 2010)	5,610,700	
2010 General Obligation Bonds (FY 2011) -- Library Expansion	2,000,000	
	\$ 10,417,700	
Additional Funds		
2012 General Obligation Bonds (FY 2013) -- Library Expansion	2,000,000	
	2,000,000	
	Total FY 2013 Funding Available	\$ 12,417,700

Expense	FY 2013	
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)	\$ 7,230,334	
Heatherwilde Boulevard North (Wilke Ridge Lane to SH 45)	584,443	
Pflugerville Parkway East (FM 685 to SH 130)	295,219	
Building Projects		
Library Expansion	\$ 4,170,000	
	Total Allocated Funding	\$ 12,279,996
		Total FY 2013 Expenses
		\$ 12,279,996

Unallocated Funding **\$ 137,704**

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

Special Revenue funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes.

	Projected Balance October 1, 2012
Police Department	\$ 214,600
Revenues from state and federal drug seizure funds, donations for DARE and Blue Santa, and child safety fees. Funds are expended at the discretion of the Chief of Police.	
Municipal Court	187,200
Revenues collected from Court fines legally mandated to be expended for Court technology, security, and efficiency. These funds are expended for the benefit of the Municipal Court.	
Deutschen Pfest	101,400
Funded by profits from the City's annual Deutschen Pfest, these funds are expended for the benefit of the City's Park programs at the discretion of the Parks and Recreation Commission.	
PISD Police Department	-
These funds are expended for the Pflugerville Independent School District (PISD) Police Department. Based on a service agreement with PISD, all expenditures are reimbursed by the PISD.	
Total	\$ 288,600

**Escrow Funds Summary
as of May 31, 2012**

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.	\$ 79,447
2039	Sidewalk	Fees collected from developers to construct sidewalks. These funds are proposed to be used for the Safe Routes to School program.	\$ 171,201
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.	\$ 47,365

Total Escrow Funds \$ 1,448,897

**General Capital Reserve
Fiscal Year 2012 Approved Projects**

General Capital Reserve Funds available, 1/1/2012			\$ 2,765,000
Department	Council Approval	Project	Approved Amount
City Council	01/24/2012	Kenguru electric car	\$ 25,000
Administration	01/24/2012	ADA parking spaces at 100 East Main offices	15,000
Administration	01/24/2012	Fiber connection from City Hall to Parks and Public Works	170,000
Administration	01/24/2012	Remodel of City Hall Suites 100, 200 and 300	107,000
Development Services	01/24/2012	Comprehensive assessment of regulatory codes	50,000
Parks & Rec	01/24/2012	Gilleland Pool deck	247,000
Parks & Rec	01/24/2012	Park amenity improvements	260,639
Parks & Rec	01/24/2012	Trail gap analysis study	25,000
Parks & Rec	01/24/2012	Undeveloped park finish out analysis	50,000
Parks & Rec	01/24/2012	Athletic complex feasibility study	75,000
Parks & Rec	01/24/2012	Mountain Creek Trail supplemental funding	55,500
Police	01/24/2012	New phone system	95,000
Police	01/24/2012	Animal shelter repairs	45,000
Police	01/24/2012	Upgrade security cameras at the Justice Center	25,915
Streets	01/24/2012	Sidewalk repair (Immanuel, Library, and Black Locust SW)	65,000
Streets	01/24/2012	Street sign blades	60,000
Streets	01/24/2012	School zone signal upgrade	11,000
Streets	01/24/2012	Engineering - sidewalks at drainage structures on Kennemer	15,000
Streets	01/24/2012	Overlays	285,000
Administration	05/08/2012	Electric Vehicle charging stations	40,136
Total cost of approved projects			\$ 1,722,190
General Capital Reserve Fund projected balance 9/30/2012			\$ 1,042,810

The next group of projects proposed for General Capital Reserve Funding will be presented to the City Council in January 2013 for consideration.



	FY 12	FY 12	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17
	Amended	Projected	Proposed	Estimated	Estimated	Estimated	Estimated	Estimated
Net appraised taxable value ¹	\$ 2,803,692,319	\$ 2,845,001,221	\$ 2,826,931,963	2.0% \$ 2,883,470,602	2.5% \$ 2,941,140,014	2.5% \$ 2,999,962,815	2.5% \$ 3,059,962,071	
Property tax rate	0.5990	0.5990	0.5940	0.5940	0.5940	0.5940	0.5940	
Property tax revenue	16,777,717	17,025,157	16,791,976	17,127,815	17,470,372	17,819,779	18,176,175	
Property tax revenue for debt service	5,723,016	\$ 5,732,562	\$ 5,639,570	1.2% \$ 5,709,543	-2.4% \$ 5,572,332	-0.5% \$ 5,544,504	3% \$ 5,706,065	
Debt service expense (existing)	(5,723,016)	\$ (5,732,562)	(5,599,570)	-0.1% (5,594,471)	-2.5% (5,457,260)	-0.5% (5,429,432)	3.0% (5,590,993)	
Debt service for FY 13 Library bond (new) ²			(40,000)	(115,072)	(115,072)	(115,072)	(115,072)	
Property tax revenue for operations	11,054,701	\$ 11,117,273	11,134,831	2.5% 11,418,272	4.2% 11,898,040	3.2% 12,275,275	1.6% 12,470,110	
Other general fund revenues	9,934,131	\$ 10,925,269	11,095,417	2.5% 11,369,606	4.3% 11,862,551	4.5% 12,392,988	4.5% 12,955,216.10	
Total revenue for operations	20,988,832	22,042,542	22,230,247	2.5% 22,787,878	4.3% 23,760,590	3.8% 24,668,263	3.1% 25,425,326	
Expense for operations & maintenance	(20,722,503)	\$ (19,503,117)	(21,622,734)	4.3% (22,547,490)	4.5% (23,559,217)	4.2% (24,555,915)	4.1% (25,557,385)	
Expense for capital outlay	(790,383)	\$ (790,383)	(530,428)	-	-	-	-	
Total expense for operations	(21,512,886)	\$ (20,293,500)	(22,153,162)	1.8% (22,547,490)	4.5% (23,559,217)	4.2% (24,555,915)	4.1% (25,557,385)	
FY net revenue (loss)	(524,054)	1,749,042	77,085	240,388	201,373	112,348	(132,059)	
Beginning fund balance	8,144,295	8,144,295	8,839,627	8,916,712	9,157,101	9,358,474	9,470,822	
FY net revenue (loss)	(524,054)	1,749,042	77,085	240,388	201,373	112,348	(132,059)	
Ending fund balance	7,620,241	9,893,337	8,916,712	9,157,101	9,358,474	9,470,822	9,338,762	
Transfer to General Capital Reserve Fund ³	-	(1,053,710) ⁴	-	-	-	-	-	
Fund balance forward	7,620,241	8,839,627	8,916,712	9,157,101	9,358,474	9,470,822	9,338,762	

Charter requirement of 25% reserve	5,180,626	4,875,779	5,405,684	5,636,873	5,889,804	6,138,979	6,389,346
Policy requirement of 5% reserve	1,036,125	975,156	1,081,137	1,127,375	1,177,961	1,227,796	1,277,869
	\$ 6,216,751	\$ 5,850,935	\$ 6,486,820	\$ 6,764,247	\$ 7,067,765	\$ 7,366,775	\$ 7,667,216

Revised Population Growth Projections	48,354	48,354	49,079	49,815	50,563	51,321	52,091
Projected Commercial/Retail Growth							
	45.3%	1.0%	41.2%	40.6%	39.7%	38.6%	36.5%

¹ Value of property within the Tax Increment Reinvestment Zone No. 1 of \$3,668,945 is not included in the net appraised value.

² Estimated \$2M debt for completion of Library expansion.

³ GCRF policy allows the transfer of excess revenues each year to the General Capital Reserve Fund.

⁴ Estimated.

Property Tax

	<u>Effective Rate</u>	<u>Rollback Rate</u>	<u>Proposed Rate</u>
Net Appraised Value	\$ 2,830,601,908	\$ 2,830,601,908	\$ 2,830,601,908
Less: TIRZ #1 taxable value*	\$ (3,669,945)	\$ (3,669,945)	\$ (3,669,945)
Net Taxable value - City:	\$ 2,826,931,963	\$ 2,826,931,963	\$ 2,826,931,963
Tax Rate (cents/\$100)	0.6162	0.6371	0.5940
Gross Revenue	17,419,555	18,010,384	16,791,976
Collection Rate	100%	100%	100%
Adjusted Gross Revenue	17,419,555	18,010,384	16,791,976
Collection Fee	(17,575)	(17,575)	(17,575)
Net Tax Revenue	\$ 17,401,980	\$ 17,992,809	\$ 16,774,401
*A transfer of 100% of property taxes collected in the Tax Increment Reinvestment Zone #1 will be made at the end of the fiscal year to TIRZ #1. The FY 13 estimated transfer is \$21,799.			

Distribution

General Fund	O & M	0.3946	66.43%	\$ 11,134,831
Debt Service	I & S**	0.1994	33.57%	\$ 5,639,570
Total		0.5940	100.00%	\$ 16,774,401

**This amount reflects debt service for existing debt plus debt service for a bond issue that is proposed for FY 13 to complete the Library expansion.

\$0.01 of tax rate = \$283,060 property tax revenue

Average residential property value in 2012 = \$ 152,588

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

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.

Approved Rate. The rate approved by City Council.

**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
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	0.5990	2,803,692,319	16,777,717	159,329
2012-2013	0.3915	0.2025	0.5940	2,826,931,963	16,791,976	152,513

*Excludes TIRZ #1 taxable value.

General Fund Summary

	FY 11 Actual	FY 12 Budget	FY 12 Projected Total	FY 13 Proposed Budget	
Revenues					
Revenue	21,135,385	20,988,832	22,042,542	22,230,248	
Total	<u>\$ 21,135,385</u>	<u>\$ 20,988,832</u>	<u>\$ 22,042,542</u>	<u>\$ 22,230,248</u>	
			Change in budget FY 12 to FY 13		5.91%
Expenses					
Administration	5,153,095	3,794,900	3,629,668	4,244,277	
Building	427,330	486,807	484,655	527,726	
Court	333,643	379,845	380,754	455,743	
Engineering	580,822	753,676	689,684	698,684	
Fleet	250,439	223,638	217,470	216,212	
Library	717,493	985,005	931,684	999,804	
Parks & Rec	2,642,550	2,782,772	2,580,580	2,838,244	
Planning	419,008	507,633	478,042	604,980	
Police	8,406,726	8,833,814	8,803,719	9,144,291	
Street & Drainage	1,397,998	1,974,413	1,996,639	2,423,201	
Total	<u>\$ 20,329,104</u>	<u>\$ 20,722,503</u>	<u>\$ 20,192,894</u>	<u>\$ 22,153,162</u>	
			Change in budget FY 12 to FY 13		6.90%
Revenues over (under) expenses	<u>\$ 806,281</u>	<u>\$ 266,328</u>	<u>\$ 1,849,648</u>	<u>\$ 77,085</u>	
			Less: Capital Outlay	\$ (530,428)	
			Operating Expense	\$ 21,622,734	
Fund Balance / Total Operating Expenses =			41.24%		

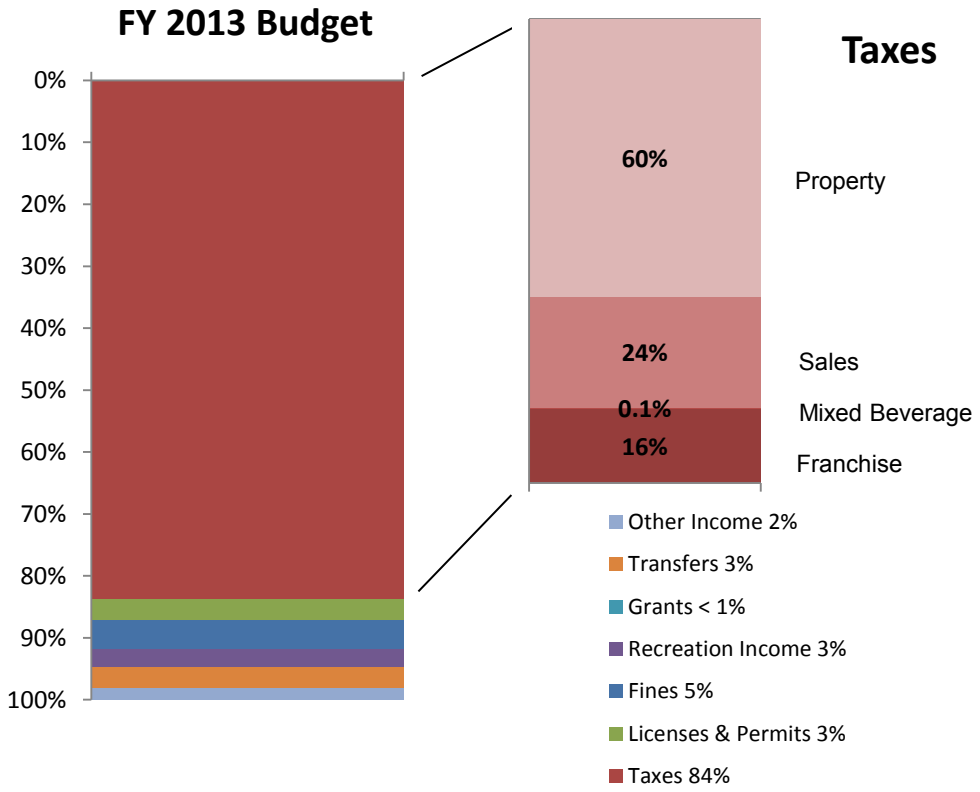
FY 13 Beginning Fund Balance **\$ 8,839,627**

FY 13 Proposed Ending Fund Balance **\$ 8,916,712**

General Fund Revenue

	FY 11 Actual	FY 12 Budget	FY 12 Projected Total	FY 13 Proposed Budget	% Change FY 12-13 Budget	% Change FY 12 Projected to FY 13 Budget
Taxes	\$ 17,406,889	\$ 17,622,328	\$ 18,199,283	\$ 18,605,315	6%	2%
Licenses & Permits	\$ 673,440	\$ 645,000	\$ 698,841	\$ 747,167	16%	7%
Fines	\$ 1,064,155	\$ 982,646	\$ 1,055,001	\$ 1,075,301	9%	2%
Recreation Income	\$ 586,188	\$ 636,680	\$ 631,305	\$ 638,920	0%	1%
Grants	\$ 178,027	\$ 62,850	\$ 175,016	\$ 2,400	-96%	-99%
Transfers	\$ 700,000	\$ 750,000	\$ 750,000	\$ 750,000	0%	0%
Other Income	\$ 526,686	\$ 289,327	\$ 533,096	\$ 411,145	42%	-23%
Total	\$ 21,135,385	\$ 20,988,832	\$ 22,042,542	\$ 22,230,248	5.9%	0.9%

General Fund Revenues



Budget Summary

The 6% increase in budgeted tax revenue from FY 12 to FY 13 can be attributed to projected increases in sales tax and franchise fee revenues. The total property tax revenue for operations remains relatively flat for FY 13 due to the combination of (1) a decrease in the appraised taxable value, (2) a \$0.005 reduction in the proposed FY 13 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, increased in the FY 2012 budget, is projected to remain at \$750,000 for the near future. Other income shows a budgeted increase for service fees, paid by PISD, for City services used by the PISD police department (such as dispatch, records management, financial, and personnel services).

General Fund Revenues

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Taxes				
3200 Property Taxes	11,268,804	11,054,701	11,084,796	11,134,831
3210 Property Tax Int & Penalty	44,958	-	32,477	-
3220 Sales Tax	3,187,563	3,816,000	4,122,226	4,452,004
3222 Mixed Beverage Tax	28,324	25,000	25,000	25,000
3230 Franchise Tax	2,877,239	2,726,627	2,934,784	2,993,479
Subtotal	17,406,889	17,622,328	18,199,283	18,605,315
Licenses & Permits				
3240 Building Permits	367,500	352,000	360,000	370,000
3241 Subdivision Construction Inspection	220,917	213,500	217,341	285,667
3242 Plat Review Fees	34,130	27,000	60,000	35,000
3243 Site Dev Plan Review Fees	25,498	25,000	35,000	30,000
3355 Alarm Permits	8,255	9,000	9,000	9,000
3425 Sports League User Fees	17,141	18,500	17,500	17,500
Subtotal	673,440	645,000	698,841	747,167
Fines				
3300 Citations	1,008,095	934,146	1,010,001	1,040,301
3301 Animal Impoundment Fees	29,372	22,500	29,000	30,000
3605 Library Fine Revenue	26,688	26,000	16,000	5,000
Subtotal	1,064,155	982,646	1,055,001	1,075,301
Recreation Income				
3400 Reservations	26,191	25,000	25,000	25,000
3420 Pfun Camp	108,166	113,700	126,200	128,000
3426 Recreation Center Income	155,099	163,000	156,000	160,000
3430 Special Events Income	975	1,130	1,655	1,600
3431 Farmers Market	10,735	12,600	11,200	12,320
3440 Pool Income	194,594	225,000	215,000	215,000
3441 Swim Team Income	74,736	85,000	85,000	85,000
3461 Chili Pfest	15,693	11,250	11,250	12,000
Subtotal	586,188	636,680	631,305	638,920

General Fund Revenues

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Grants				
3344 Lone Star Grant	10,515	-	-	-
3351 PCDC Grants	36,635	10,064	100,000	-
3357 Federal Vest Grant	1,193	4,770	2,000	2,400
3361 Texas Parks & Wildlife Grant	-	45,016	45,016	-
3362 SECO Grant	86,365	-	-	-
3367 Texas Book Fairs		3,000	-	-
3370 Library Grants		-	28,000	-
3372 KPB - Recycling Bag Grant	3,000	-	-	-
3373 Oncor Electric Rebates	40,320	-	-	-
Subtotal	178,027	62,850	175,016	2,400
Transfers				
3750 Transfer	700,000	750,000	750,000	750,000
Subtotal	700,000	750,000	750,000	750,000
Other Income				
3325 Towing Revenue	18,760	16,000	17,000	18,000
3350 PISD PD Service Fees	-	-	164,875 ¹	210,000 ¹
3410 Donations - Library	572	-	600	-
3412 Donations - Parks	8,650	-	-	-
3415 Donations - Animal Shelter	7,940	-	7,000	-
3700 Service Fees	750	1,000	1,000	1,000
3710 Interest Income	15,910	20,000	13,500	13,500
3720 Miscellaneous Income	196,871	30,500	100,000	41,000
3721 Cash Long or Short	(118)	-	50	-
3722 Transfer from Special Revenue				
3722 Trsf from SR - MC Technology	14,738	26,450	26,450	62,280
3722 Trsf from SR - MC Security	-	-	-	12,731
3722 Trsf from SR - MC Efficiency	3,025	1,000	-	17,000
3722 Trsf from SR - Drug Seizure	27,624	83,200	50,000	-
3722 Trsf from SR - Child Safety	40,249	26,607	28,000	31,134
3722 Trsf from SR - DPfest	10,000	-	-	-
3723 Transfer from Park Escrow	20,979	12,124	15,000	-
3724 Transfer from Gen Capital Reserve	-	55,000	55,000	-

General Fund Revenues

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
3729 Insurance claim revenue	101,028	-	23,500	-
3730 Lake Pflugerville	6,294	4,000	4,000	4,000
3770 FSA Contributions	100			-
3850 Sale of Fixed Assets	27,256	500	14,175	500
3899 Infrastructure Fees	26,059	-	-	-
3900 Fund Balance Transfer	-	12,946	12,946	-
Subtotal	526,686	289,327	533,096	411,145
Total Revenue	\$ 21,135,385	\$ 20,988,832	\$ 22,042,542	\$ 22,230,248

¹ Includes revenues to offset City overhead for services provided to the PISDPD department, such as Accounts Payable, Human Resources, Dispatch and Records Management services.

Administration Department

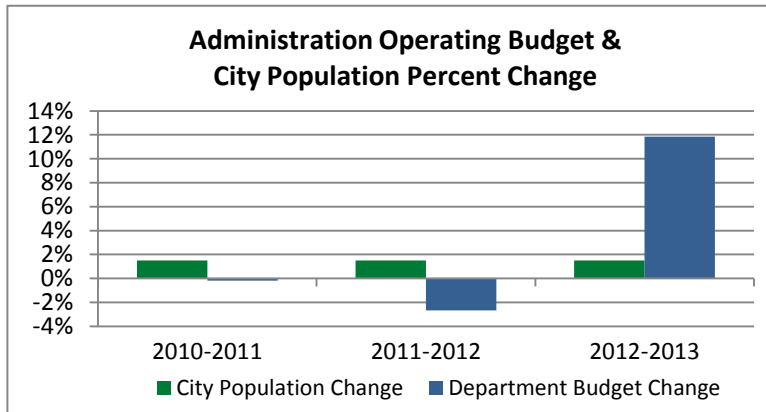
City Manager, Finance, Human Resources

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 11	FY 12	FY 12	FY 13	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 12-13 Budget	FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 1,895,220	1,954,272	1,937,259	2,359,126	21%	22%
	Operations & Maintenance	\$ 1,383,944	1,065,446	973,805	1,055,654	-1%	8%
	Supplies	\$ 30,386	62,200	62,200	63,700	2%	2%
	Services	\$ 562,946	712,982	656,403	765,796	7%	17%
Capital Acquisition		\$ 1,280,600	-	-	-	0%	0%
Totals		\$ 5,153,095	\$ 3,794,900	\$ 3,629,668	\$ 4,244,277	12%	17%



Administration Personnel		
	<u>FY 12 Actual</u>	<u>FY 13 Proposed</u>
Full Time	23	24
Part Time	0	1
Seasonal	0	0
Total	23	25

FY 13 Budget Highlights

- Add new positions for a Human Resources Coordinator and a part-time media intern (Personnel) and associated equipment (Supplies).
- Merit increases for all general fund personnel are included at 3% of the total general fund salaries beginning January 1, 2013. Merit is not included in individual departments (Personnel).
- Fund various economic incentives previously approved by Council (Operations and Maintenance).
- Services, such as legal fees, are anticipated to increase in FY 13.

Administration Dept Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	1,444,928	1,432,121	1,464,565	1,479,852
<i>New personnel</i>		-	-	68,378
4005 Overtime	1,476	2,000	3,000	3,000
4010 Employee Incentives	4,850	4,900	4,800	4,800
4015 Employee Retirement	184,312	196,707	185,144	190,866
4020 Social Security/Medicare	101,041	118,302	104,137	113,805
4030 Workers Compensation	457	4,032	3,794	3,800
4040 Employee Insurance	106,093	132,480	115,275	142,747
4042 Employee Wellness Program	21,677	25,000	22,000	25,000
4045 EFA Claim Reimbursement	28,619	32,250	28,000	33,750
4050 Unemployment Tax	1,768	6,480	6,000	6,210
4070 FSA Claims	-	-	544	-
4085 Merit Increases	-	Distributed to Departments		286,918
4110 Legal Fees	16,892	162,895	162,895	200,000
4140 Appraisal Fees	88,499	101,927	90,388	105,000
4150 Auditor Professional Fees	38,500	65,000	39,600	40,000
4175 Fire Marshal Fees	61,669	65,000	61,832	80,000
4180 Election expense	9,687	13,000	8,000	8,000
4195 Other Professional Fees	237,527	185,160	183,688	212,796
4196 Public transportation services	110,171	120,000	110,000	120,000
4197 Media Expense	172,927	182,000	182,000	170,000
4200 Gasoline	1,239	4,000	4,000	4,000
4210 Vehicle Maintenance	575	2,500	2,500	2,500
4300 Electricity	508,617	54,549	24,500	28,000
4310 Telephone	16,201	17,160	17,000	18,000
4320 Water	3,659	2,959	2,500	2,750
4330 Natural Gas	300	932	995	995
4400 Postage	17,355	20,000	17,000	20,000
4405 Uniforms	143	2,000	2,000	2,000
4410 Training and Education	17,989	15,834	20,000	20,000
4412 Management Development	15,301	25,000	-	-
4415 Council Train & Education	6,912	10,000	10,000	10,000

Administration Dept Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4416 Volunteer Appreciation	13,513	13,000	14,250	14,000
4420 Insurance	6,497	6,100	5,636	6,450
4430 Office Supplies	12,587	24,000	24,000	24,000
4440 Small Tools/Equipment	8,164	12,200	12,200	13,700 ²
4450 Advertising	5,820	15,000	10,000	10,000
4460 Memberships/Dues (Department)	5,873	6,631	6,717	6,877
4461 Memberships City-wide	14,893	26,810	21,473	22,418
4465 Rentals/Leases (Copiers)	8,817	11,500	12,100	13,331
4470 Publications/Software	8,253	20,000	20,000	20,000
4480 Other Operating Expenses	61,359	60,600	62,000	62,000
4482 Bad Debt Expense	-	250	250	250
4510 Maintenance Contracts	94,874	187,621	162,801	203,033
4520 Maintenance and Repairs	92,925	30,000	40,000	30,000
4600 Emergency Management	658	20,000	5,000	5,000
4677 Information Technology	87,573	112,000	112,000	112,000
4680 Special Events	31,306	45,000	45,000	Moved to Parks
4681 TxDOT/SH 45 ROW	200,000	200,000	200,000	200,000
4683 Economic Incentives	-	-	84	98,050
Total Operating	3,872,496	3,794,900	3,629,668	4,244,277
Capital Outlay				
4700 Equipment	40,351	-	-	-
4720 Improvements o/t Buildings	40,248	-	-	-
4720 Stone Hill Infrastructure (Fund Bal)	1,200,000	-	-	-
Total Capital Outlay	1,280,600	-	-	-
Total Expense	\$ 5,153,095	\$ 3,794,900	\$ 3,629,668	\$ 4,244,277

¹ Reduction in proposed Media budget (4197) is allocated to a Media Intern (see New Personnel page).

² Includes funding for furniture and equipment for new position.

Administration Dept Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
<u>Operating</u>				
FY 12 Original Budget - FY 12 Projected Total			\$ (165,232)	-4%
FY 12 Operating Budget - FY 13 Operating Budget			\$ 449,377	12%
FY 12 Total Budget - FY 13 Total Budget			\$ 449,377	12%

<u>End of Year Purchases</u>	<u>FY 11 Actual</u>
<u>4907 Suite 500 Remodel</u>	<u>29,877</u>
<u>4910 Suite 100 Remodel</u>	<u>101,000</u>

Administration Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
City Manager's Office				
City Manager	1	1	1	1
Assistant City Manager (ACM)	1	3	3	3
City Attorney	1	1	0	0
Managing Director of Operations	1	0	0	0
City Secretary	1	1	1	1
Human Resources Officer	1	1	1	1
Human Resources Coordinator	0	0	0	1
Human Resources Generalist	1	0	0	0
Website & Events Coordinator	1	1	1	1
Public Information Officer	1	1	1	1
Construction Zone Safety Inspector	1	0	1	0
Admin Tech II - CMO	1	1	1	1
Admin Tech I - CMO	1	1	1	1
Total Full Time	12	11	11	11
Media Intern	0	0	0	1
Total Part Time	0	0	0	1
Finance Department				
Finance Director	1	1	1	1
Assistant Finance Director	1	1	1	1
Accountant II	1	1	1	1
Accountant I	1	1	1	1
Accounting Tech/Payroll	1	1	1	1
Purchasing Supervisor	0	1	1	1
Accounts Payable Clerk II	2	1	1	1
Admin Tech II - Finance	1	1	1	1
Total Full Time	8	8	8	8
Public Facilities Maintenance Team				
Facilities Coordinator	0	1	0	1
Facilities Maintenance Tech II	0	1	1	1
Facilities Maintenance Tech	1	3	3	3
Total Full Time	1	5	4	5
Total Administration	21	24	23	25

New Admin Dept Personnel

Position	Proposed Salary	12.83% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
HR Coordinator	41,364	5,307	3,164	270	207	6,000	56,312
Media Intern (PT)¹	9,750	1,251	746	270	49	-	12,066
Totals	\$ 51,114	\$ 6,558	\$ 3,910	\$ 540	\$ 256	\$ 6,000	\$ 68,378

¹ Position funded from reduction in media line item (see Expense line 4197).

Admin Other Professional Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Appraisal Service	4,695	-	-	5,000
Background Checks	2,179	2,000	1,700	2,000
Bond Arbitrage Calculations	5,285	7,150	2,500	5,000
COBRA	3,761	3,840	3,800	3,900
Code updates	6,910	10,000	2,000	5,000
Confidential Record Storage	1,339	1,600	1,600	1,600
Construction Cost Analysis	14,062	-	-	-
Drug Screening/Physicals	15,328	9,000	15,000	15,000
Employee Assistance Program	8,297	10,570	10,570	11,000
Fleet Services Consultation	4,000	-	-	-
GASB 45 - OPEB Reporting	5,950	-	-	6,000
Incubator Feasibility Study	5,000	-	-	-
Information Tech Services	136,524	114,000	122,500	135,296
Logo Consultation	625	-	-	-
Multi-Lingual Testing	435	1,000	1,000	1,000
Offsite Backup Services	12,558	16,000	16,000	17,000
Online Legal Research Service	1,053	-	-	-
Temporary Personnel	4,509	5,000	2,218	-
W-2 & 1099 Processing	4,546	5,000	5,000	5,000
	\$ 237,527	\$ 185,160	\$ 183,688	\$ 212,796

Administration Dept Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
City Manager				
International City Managers Assoc. (ICMA)	969	2,341	2,341	2,341
Texas Board of Engineers (Engineering License)	235	235	235	235
Texas City Managers Association (TCMA)	879	1,500	1,541	1,541
AICP/APA (Amer. Inst. of Certified Planners/Amer Plan Assoc)	560	460	460	460
City Secretary				
ARMA (Records Management)	-	210	210	210
Capital City Chapter of Municipal Clerks	30	30	30	45
International Institute of Municipal Clerks (IIMC)	175	175	175	175
Texas Municipal Clerks Association	170	170	170	275
Finance				
Government Finance Officers Association (GFOA)	605	455	525	525
Government Finance Officers Association of Texas (GFOAT)	280	375	375	375
Texas Public Purchasing Association (TPPA)	100	100	100	100
Texas State Board of Public Accountancy (CPA License)	40	65	40	80
Public Information				
City County Communications & Marketing Association	-	375	375	375
Texas Assoc of Municipal Information Officers (TAMIO)	-	65	65	65
National Association of Government Webmasters (NAGW)	75	75	75	75
	\$ 4,118	\$ 6,631	\$ 6,717	\$ 6,877
Not Renewing				
American Society of Civil Engineers (ASCE)	265	-	-	-
Austin Bar Association	160	-	-	-
Council on Government Ethics Laws (COGEL)	445	-	-	-
International Public Mgmt Association - HR (IPMA)	105	-	-	-
Society for Human Resource Management	180	-	-	-
State Bar of Texas (Attorney License)	260	-	-	-
Texas Municipal Courts Association	50	-	-	-
Texas Municipal Human Resources Association (TMHRA)	75	-	-	-
Texas Municipal Utilities Association (TMUA)	65	-	-	-
Williamson County HR Management Association (WCHRMA)	150	-	-	-
	\$ 1,755	\$ -	\$ -	\$ -
	\$ 5,873	\$ 6,631	\$ 6,717	\$ 6,877

Administration City Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
2Checkout.com	35	35	35	35
Austin-San Antonio Corridor Council	3,000	3,000	3,000	3,500
CAMPO (Capital Area Metropolitan Planning Organization)	2,500	2,500	2,500	2,500
CAPCOG (Capital Area Council of Govs)	4,008	4,900	4,008	4,008
Envision Central Texas	2,500	2,500	2,500	2,500
Greater Pflugerville Chamber of Commerce (GPCC)	2,500	4,000	4,000	4,000
Keep Texas Beautiful	75	moved to Parks	-	-
Scenic City Texas	-	500	500	500
Strategic Government Resources	175	175	175	175
Texas Comptroller of Public Accounts (Purchasing Co-op)	100	100	100	100
Texas Municipal League (TML)	-	5,100	4,655	5,100
Texas Rural Water Association	-	4,000	moved to Utility fund	
Subtotal	\$ 14,893	\$ 26,810	\$ 21,473	\$ 22,418

Admin Maintenance Contracts

Equipment/Software	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Agenda Review	9,827	11,000	11,000	11,000
Alarm Monitoring	3,957	6,228	6,228	7,000
Anti-virus Trend Micro	2,100	2,310	2,100	2,300
ASP Net	-	15,000	15,000	15,000
Contract Management	162	170	170	170
Custodial Services	-	30,000	19,350	30,000
Fiber Optic Line	-	7,000	-	5,940
Finance Software	14,212	17,250	17,250	17,250
Generator	1,659	1,643	1,643	1,643
i applicants (tracking)	2,172	2,400	2,400	2,400
Kaseya Software	-	-	7,500	18,000
Mowing (City facilities)	-	15,000	7,000	15,000
Office 2010/Windows 7	45,140	45,500	45,500	49,350
Open Records Request Mgmt	-	-	3,540	3,540
Pest Control	330	440	440	440
Server Licenses (4-2011, 11-2012)	2,568	10,000	-	-
Spam Filter	3,933	3,680	3,680	4,000
VM Ware Maintenance	8,814	20,000	20,000	20,000
	\$ 94,874	\$ 187,621	\$ 162,801	\$ 203,033

Information Technology

<u>Hardware and Network Infrastructure</u>	<u>Amount</u>
Citrix Upgrades	\$ 45,000
Twin Air Conditioning units for server room (2 3-ton units)	7,000
Other computer projects	60,000
Subtotal	\$ 112,000



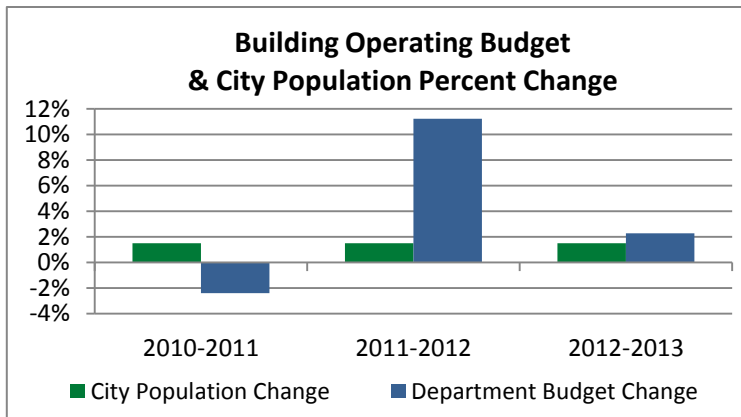
Building Department

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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 383,379	401,430	401,548	409,689	2%	2%
	Operations & Maintenance	34,695	73,177	70,288	78,284	7%	11%
	Supplies	9,255	10,200	10,819	9,900	-3%	-8%
	Services	-	2,000	2,000	-	-100%	-100%
Capital Acquisition		-	-	-	29,853	100%	100%
Totals		\$ 427,330	\$ 486,807	\$ 484,655	\$ 527,726	8%	9%



Building Personnel		
	FY 12 Actual	FY 13 Proposed
Full Time	6	6
Part Time	0	0
Seasonal	0	0
Total	6	6

FY 13 Budget Highlights

- No new personnel are included in the FY 13 budget.
- Costs of supplies have been reduced because of new Building Code publications purchased in FY 12.
- Acquire software to manage permits and other development related processes, split with the Planning and Engineering departments (Operations and Maintenance).
- Acquire Laserfiche software and hardware to enhance the permanent record retention for some documents (Capital Acquisition and Supplies).
- Reduce the need for off-site records storage with the proposed Laserfiche acquisition (Services).

Building Department Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	289,112	300,910	302,552	304,078
New personnel	-	-		-
4005 Overtime	157	-	142	-
4010 Employee Incentives	4,500	4,500	4,500	4,500
4015 Employee Retirement	38,230	37,817	39,167	39,591
4020 Social Security/Medicare	21,491	22,744	22,311	23,606
4030 Workers Compensation	719	719	525	525
4040 Employee Insurance	28,555	33,120	30,700	35,770
4050 Unemployment Tax	616	1,620	1,651	1,620
4195 Other Professional Fees	-	2,000	2,000	-
4200 Gasoline	7,611	5,500	5,500	5,500
4210 Vehicle Repair & Maintenance	1,901	2,600	2,600	2,600
4300 Electricity	10,974	-	1,539	-
4310 Telephone	6,879	7,600	7,150	7,425
4330 Natural Gas	213	-	22	-
4405 Uniforms	468	900	900	900
4410 Training and Education	1,603	2,640	2,640	2,640
4420 Insurance	2,952	2,952	2,075	2,350
4430 Office Supplies	775	1,100	1,100	1,100
4440 Small Tools/Equipment	378	600	1,219	2,600
4460 Memberships/Dues	662	777	777	777
4465 Rentals/Leases	2,320	2,808	2,808	2,808
4466 Leased Office Space w/ utilities	-	47,000	43,000	45,000
4470 Publications/Software	491	3,000	3,000	700
4480 Other Operating Expenses	2,449	1,400	2,277	1,400
4510 Maintenance Contracts	4,000	4,000	4,000	11,709
4520 Maintenance and Repairs	275	500	500	675
Total Operating	427,330	486,807	484,655	497,873

Building Department Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
<u>Capital Outlay</u>				
4700 Equipment	-	-	-	-
4702 Software	-	-	-	29,853
Total Capital Outlay	-	-	-	29,853
Total Expense	<u>\$ 427,330</u>	<u>\$ 486,807</u>	<u>\$ 484,655</u>	<u>\$ 527,726</u>

FY 12 Original Budget - FY 12 Projected Total	\$ (2,152)	0%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 11,066	2%
FY 12 Total Budget - FY 13 Total Budget	\$ 40,919	8%

<u>End of Year Purchases</u>	<u>FY 11 Actual</u>
4911 Fiber line to ESD (dept. portion)	2,875

Building Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Building Official	1	1	1	1
Building Inspector III	1	1	1	1
Building Inspector I	2	2	2	2
Admin Tech II	2	2	2	2
Total Full Time	6	6	6	6

Building Dept Capital Outlay

Account Number	Item	FY 13 Proposed
210-4702	Laserfiche software¹ For permanent retention of certain permit applications, plans, and inspection records.	\$ 29,853
4702 Total		\$ 29,853
Total Capital Outlay		<u>\$ 29,853</u>

¹ Also requires a scanner costing approximately \$1,000 included in the small tools (4440) line item. Total project request \$30,853.

4195 Building Dept Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Off-site Records Storage	-	2,000	2,000	-
	<u>\$ -</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ -</u>

4460 Building Department Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Building Officials Association of Texas	50	50	50	50
Capital Area Building Officials	-	100	100	100
International Code Council (ICC)	125	125	125	125
International Association of Electrical Inspectors	102	102	102	102
National Fire Protection Association	150	150	150	150
Texas Floodplain Management	-	30	30	30
Texas State Board of Plumbing Examiners	235	220	220	220
	<u>\$ 662</u>	<u>\$ 777</u>	<u>\$ 777</u>	<u>\$ 777</u>

4510 Building Maintenance Contracts

Equipment	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Trakit Annual Software Support*	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Laserfishe Maintenance	-	-	-	5,519
Mypermitnow Annual Fee*	-	-	-	6,190
	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 11,709</u>

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

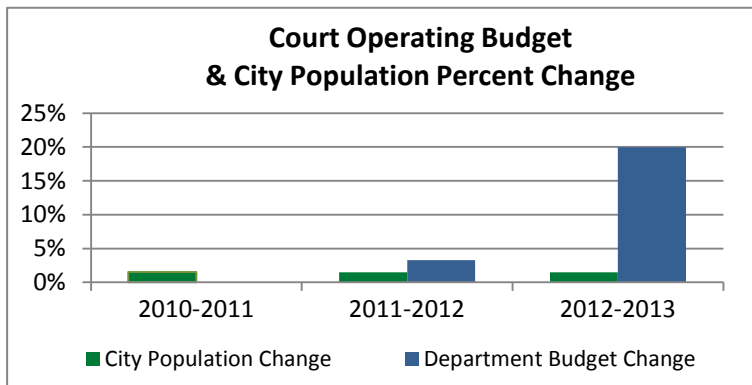
Municipal Court

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 11	FY 12	FY 12	FY 13	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 12 - 13 Budget	FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 297,046	332,804	335,531	350,802	5%	5%
	Operations & Maintenance	4,720	22,151	20,403	37,710	70%	85%
	Supplies	13,184	13,000	12,980	54,000	315%	316%
	Services	15,668	11,890	11,840	13,230	11%	12%
Capital Acquisition		3,025	-	-	-	0%	0%
Totals		\$ 333,643	\$ 379,845	\$ 380,754	\$ 455,743	20%	20%



Court Personnel

	FY 12 <u>Actual</u>	FY 13 <u>Proposed</u>
Full Time	5	5
Part Time	1	2
Seasonal	0	0
Total	6	7

FY 13 Budget Highlights

- Add a new part time Bailiff position, funded from special revenue security funds (Personnel).
- Continue to fund other department expenditures with municipal court special revenue funds, as available.
- Expand the use of the municipal court special revenue funds for special projects, such as technology and security upgrades to the Courtroom and efficiency enhancements to the Court office (Operations and Maintenance and Supplies).
- Special Revenue funding offsets approximately \$92,000 of the expenditures in the FY 13 budget.

Court Department Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating				
4000 Salaries	222,856	250,405	256,081	256,312
New Personnel	-	-	-	7,231
4005 Overtime	472	1,500	500	1,500
4010 Employee Incentives	4,673	4,900	4,860	4,860
4015 Employee Retirement	27,781	27,328	27,996	29,021
4020 Social Security/Medicare	16,672	19,132	18,923	20,000
4030 Workers Compensation	319	319	246	250
4040 Employee Insurance	23,729	27,600	25,325	29,739
4050 Unemployment Tax	544	1,620	1,600	1,890
4195 Other Professional Fees	15,668	11,890	11,840	13,230
4310 Telephone	420	420	420	420
4410 Training and Education	-	1,000	-	1,000
4420 Insurance	406	456	238	325
4430 Office Supplies	13,184	13,000	12,980	12,500
4440 Small Tools/Equipment	-	-	-	41,500 ¹
4460 Memberships/Dues	165	165	165	165
4465 Rentals/Leases (copiers)	3,225	4,000	3,900	4,200
4480 Other Operating	504	1,000	570	1,000
4510 Maintenance Contracts	-	15,110	15,110	15,600
4520 Maintenance and Repairs	-	-	-	15,000
Total Operating	330,618	379,845	380,754	455,743
Capital Outlay				
4700 Equipment	3,025	-	-	-
Total Capital Outlay	3,025	-	-	-
Total	\$ 333,643	\$ 379,845	\$ 380,754	\$ 455,743

¹ See subsequent tab for itemization.

FY 12 Approved Budget - FY 12 Projected Total	\$ 909	0%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 75,897	20%
FY 12 Total Budget - FY 13 Total Budget	\$ 75,897	20%

Court Department New Personnel

Position	Proposed Salary	12.83% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Bailiff - PT *SR	5,832	748	446	175	29	-	7,231
Totals	\$ 5,832	\$ 748	\$ 446	\$ 175	\$ 29	\$ -	\$ 7,231

*Bailiff time will be paid from Special Revenue funding and will be filled by a Pflugerville off duty police officer.

Court Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Court Administrator	1	1	1	1
Court Clerk	1	1	1	1
Deputy Court Clerk	3	3	3	3
Total Full Time	5	5	5	5
Bailiff	0	0	0	1
Municipal Court Judge	1	1	1	1
Total Part Time	1	1	1	2
Municipal Court Total	6	6	6	7

4195 Court Other Professional Fees

<u>Service</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
Credit Card Fees	13,968 *	11,340 *	11,340 *	12,680 *
Interpreter - Court	760	500	500	500
Public Bond Insurance	50	50	-	50
	<u>\$ 14,778</u>	<u>\$ 11,890</u>	<u>\$ 11,840</u>	<u>\$ 13,230</u>

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

Court Small Tools

Account Number	Item	FY 13 Proposed
4440	Juvenile video review stations (2)	2,000 *
4440	File Cabinets (5)	4,000 *
4440	Security monitor (repair/replacement)	500 *
4440	Office chairs replacements (6)	3,000 *
4440	Electronic Citation Writers (10)	30,000 *
4440	Network printers (2 replacements)	2,000 *
4440 Total		\$ 41,500

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

4460 Court Department Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Texas Association for Court Administrators	75	75	75	75
Texas Court Clerks Association	40	40	40	40
Texas Municipal Court Association	50	50	50	50
	<u>\$ 165</u>	<u>\$ 165</u>	<u>\$ 165</u>	<u>\$ 165</u>

4510 Court Maintenance Contracts

Equipment	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Software & Hardware	-	12,000 *	12,000	12,490 *
Software & Hardware	-	1,800 *	1,800	1,800 *
Ticket Writers	-	1,310 *	1,310	1,310 *
	\$ -	\$ 15,110	\$ 15,110	\$ 15,600

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

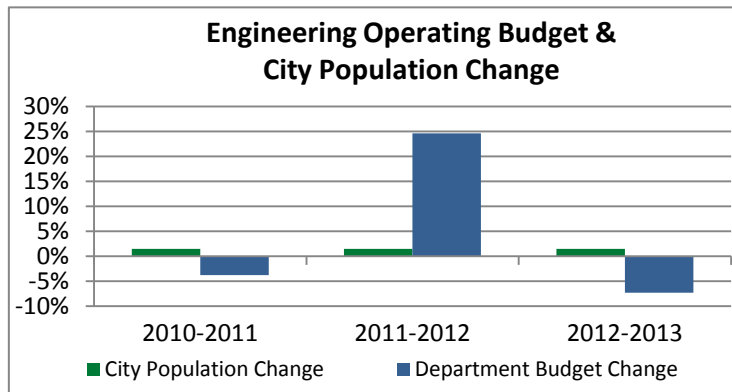
Engineering Department

Department Mission

Dedicated to provide Pflugerville citizens and the business community with quality, safe and efficient public infrastructure facilities for water, wastewater, transportation and drainage, through managing Subdivision and Capital Improvement projects, to ensure design and construction plans comply with the City's adopted regulations and guidelines.



Financial Summary		FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 441,917	495,945	461,367	560,940	13%	22%
	Operations & Maintenance	65,110	144,326	103,592	95,744	-34%	-8%
	Supplies	5,811	5,200	7,400	15,000	188%	103%
	Services	66,061	108,205	117,325	27,000	-75%	-77%
Capital Acquisition		1,922	-	-	-	0%	0%
Totals		\$ 580,822	\$ 753,676	\$ 689,684	\$ 698,684	-7%	1%



Engineering Personnel		
	FY 12 Actual	FY 13 Proposed
Full Time	7	7
Part Time	0	0
Seasonal	0	0
Total	7	7

FY 13 Budget Highlights

- The City Engineer position was refilled in mid-fiscal year 12 and FY 13 will be a full year with this position (Personnel).
- Subdivision testing fees are anticipated to decrease with a change in procedure regarding the collection of Subdivision Construction Inspection revenues (Operations and Maintenance).
- Acquire software to manage permits and other development related processes, split with the Planning and Building departments (Operations and Maintenance).
- Supplies, such as gasoline and office supplies have increased with the additional personnel.
- The contractual City Engineering services are no longer needed with the addition of the City Engineer position (Services).

Engineering Department Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	340,417	389,787	359,373	427,155
New Personnel	-	-	-	-
4005 Overtime	1,217	2,500	100	1,500
4010 Employee Incentives	360	360	360	360
4015 Employee Retirement	44,326	41,808	45,423	55,035
4020 Social Security/Medicare	26,143	24,918	27,276	32,565
4030 Workers' Compensation	1,124	1,577	770	800
4040 Employee Insurance	27,710	33,375	26,175	41,635
4050 Unemployment Tax	621	1,620	1,890	1,890
4195 Other Professional Fees	66,061	108,205	117,325	27,000
4200 Gasoline	3,929	3,000	4,500	5,000
4210 Vehicle Repair & Maintenance	2,091	2,000	2,500	2,500
4300 Electricity	1,197	-	-	-
4310 Telephone	3,694	4,500	3,625	4,475
4330 Natural Gas	329	-	-	-
4405 Uniforms	506	800	800	800
4410 Training/Education/Travel	1,304	2,000	1,100	3,570
4420 Insurance	2,336	2,336	1,504	1,750
4430 Office Supplies	503	700	500	1,000
4440 Small Tools & Equipment	1,379	1,000	1,400	8,000 ¹
4450 Advertising	-	1,000	-	500
4460 Memberships/Dues	1,250	990	663	1,984
4465 Rentals/Leases	2,069	-	-	-
4466 Leased Office Space w/ utilities	-	47,000	43,000	45,000
4470 Publications/Software	-	500	1,000	1,000
4480 Other Operating Expenses	2,464	2,500	2,500	2,500
4486 Subdivision Testing	33,592	25,000	35,000	15,000
4487 MS4 Expense	8,840	50,000	7,000	8,800

Engineering Department Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4510 Maintenance Contracts	5,382	5,700	5,700	8,190
4520 Maintenance & Repairs	55	500	200	675
Total Operating	578,900	753,676	689,684	698,684
<u>Capital Outlay</u>				
4700 Equipment	1,922	-	-	-
Total Capital Outlay	1,922	-	-	-
Total Expense	\$ 580,822	\$ 753,676	\$ 689,684	\$ 698,684

¹ Includes funding for replacement computers.

FY 12 Original Budget - FY 12 Projected Total	\$ (63,992)	-8%
FY 12 Operating Budget - FY 13 Operating Budget	\$ (54,993)	-7%
FY 12 Total Budget - FY 13 Total Budget	\$ (54,993)	-7%

<u>End of Year Purchases</u>	<u>FY 11 Actual</u>
4911 Fiber line to ESD (dept. portion)	2,875

Engineering Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
City Engineer	1	0	1	1
Engineer	1	2	2	2
Associate Engineer	1	0	0	0
Senior Construction Inspector	1	1	1	1
Construction Inspector II	1	1	1	1
Construction Inspector I	1	1	1	1
Stormwater Coordinator	0	1	1	1
Total Full Time	6	6	7	7
Engineering Department Total	6	6	7	7

4195 Engineering Dept Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
External City Engineer	49,000	43,893	84,250	-
Lake Pflugerville LOMR Application	4,981	-	-	-
Misc Engineering	12,081	-	3,463	5,000
Misc. Environmental Testing	-	10,000	-	-
Misc. Surveying	-	2,000	-	-
Pavement Engineering Standards	-	5,112	6,612	-
Permits	-	200	-	-
ROW/title service	-	3,000	3,000	3,000
Street Lights (Design and Construction)	-	20,000	20,000	15,000
Traffic Studies	-	20,000	-	-
Update Design Guidelines	-	2,500	-	4,000
Weiss Lane Final Design	-	1,500	-	-
	\$ 66,061	\$ 108,205	\$ 117,325	\$ 27,000

4460 Engineering Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
American Society of Civil Engineers	705	520	428	780
Institute of Transportation Engineers (ITE)	225	-		171
Professional Engineers Board (3 licenses)	235	470	235	705
Water Environment Assoc of Texas	-	-	-	140
American Water Works Associate	-	-	-	188
Texas Floodplain Management Association	85	Moved to Building department		-
Total	<u>\$ 1,250</u>	<u>\$ 990</u>	<u>\$ 663</u>	<u>\$ 1,984</u>

4510 Eng Maintenance Contracts

Equipment/Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Auto CAD License	1,382	1,700	1,700	2,000
Trakit Annual Software Support*	4,000	4,000	4,000	-
Mypermitnow Annual Fee*	-	-	-	6,190
	\$ 5,382	\$ 5,700	\$ 5,700	\$ 8,190

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



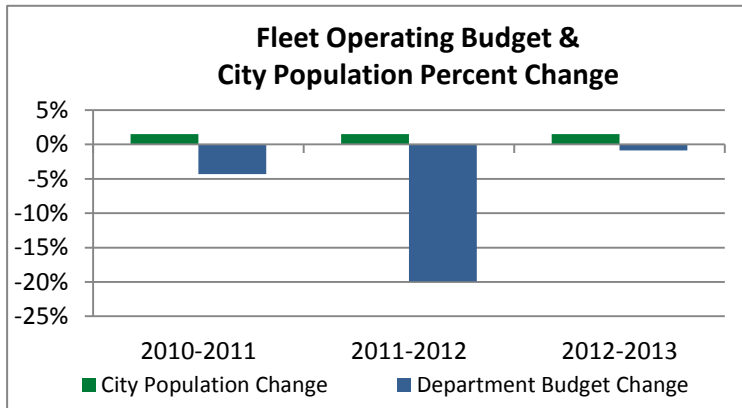
Fleet Department

Department Mission

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



Financial Summary		FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 177,847	161,521	161,883	161,837	0%	0%
	Operations & Maintenance	\$ 34,981	23,367	19,037	21,225	-9%	11%
	Supplies	\$ 37,611	33,250	31,050	33,150	0%	7%
	Services	\$ -	-	-	-	0%	0%
Capital Acquisition		\$ -	5,500	5,500	-	0%	-100%
Totals		\$ 250,439	\$ 223,638	\$ 217,470	\$ 216,212	-3%	-1%



Fleet Personnel		
	FY 12 Actual	FY 13 Proposed
Full Time	2	2
Part Time	2	2
Seasonal	0	0
Total	4	4

FY 13 Budget Highlights

- No new personnel are included in the FY 13 budget (Personnel).
- Improve on levels of service with a minimum increase to the budget.

Fleet Department Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	134,235	123,259	124,712	123,026
4005 Overtime	630	2,000	2,000	1,700
4010 Employee Incentives	443	360	360	360
4015 Employee Retirement	16,027	12,469	12,734	13,006
4020 Social Security/Medicare	10,331	9,313	9,571	9,569
4030 Workers Compensation	1,721	2,000	1,200	1,200
4040 Employee Insurance	13,943	11,040	10,225	11,896
4050 Unemployment Tax	519	1,080	1,080	1,080
4200 Gasoline	2,212	2,000	500	1,000
4210 Vehicle Repair	1,423	2,000	900	1,250
4220 Equipment Repair	2,566	2,700	1,000	1,500
4300 Electricity	5,325	-	-	-
4310 Telephone	1,025	1,367	1,275	1,300
4330 Natural Gas	1,443	-	-	-
4405 Uniforms	520	1,000	1,000	1,000
4410 Training and Education	263	750	750	750
4420 Insurance	2,614	1,500	1,562	1,775
4430 Office Supplies	-	150	150	150
4440 Small Tools/Equipment	5,666	5,400	5,400	6,000
4465 Rentals/Leases	3,240	1,000	2,000	2,000
4470 Publications/Software	1,608	700	-	-
4480 Other Operating Expenses	11,818	10,000	8,000	8,500
4510 Maintenance Contracts	-	2,300	2,300	2,400
4520 Maintenance and Repairs	4,744	750	250	750
4687 Bulk Supplies	28,125	25,000	25,000	26,000
Total Operating	250,439	218,138	211,970	216,212

Fleet Department Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
<u>Capital Outlay</u>				
4700 Equipment	-	5,500	5,500	-
Total Capital Outlay	-	5,500	5,500	-
Total Expense	<u>\$ 250,439</u>	<u>\$ 223,638</u>	<u>\$ 217,470</u>	<u>\$ 216,212</u>

FY 12 Original Budget - FY 12 Projected Total	\$ (6,168)	-3%
FY 12 Operating Budget - FY 13 Operating Budget	\$ (1,926)	-1%
FY 12 Total Budget - FY 13 Total Budget	\$ (7,426)	-3%

Fleet Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Fleet Maintenance Foreman	1	1	1	1
Automotive Mechanic	2	1	1	1
Total Full Time	3	2	2	2
Mechanics Helper	1	2	2	2
Total Part Time	1	2	2	2
Fleet Department Total	4	4	4	4

4510 Fleet Maintenance Contracts

<u>Equipment/Service</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
Vehicle Inspection Equipment	-	2,300	2,300	2,400
	<u>\$ -</u>	<u>\$ 2,300</u>	<u>\$ 2,300</u>	<u>\$ 2,400</u>



Library Department

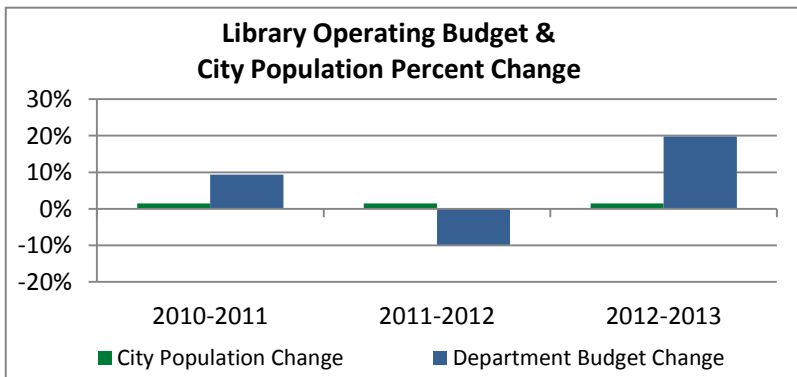
Department Mission

The Library celebrates engaging, inspiring, informing, & entertaining the Pflugerville community.



Graphic rendering showing new main entrance to expanded library facilities facing W. Pflugger Street.

Financial Summary		FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 527,859	536,932	512,849	623,854	16%	22%
	Operations & Maintenance	\$ 76,226	81,173	78,230	120,020	48%	53%
	Supplies	\$ 9,526	13,500	12,500	16,600	23%	33%
	Services	\$ 8,250	36,400	11,105	39,330	8%	254%
Capital Acquisition		\$ 95,632	317,000	317,000	200,000	-37%	-37%
Totals		\$ 717,493	\$ 985,005	\$ 931,684	\$ 999,804	2%	7%



	FY 12 <u>Actual</u>	FY 13 <u>Proposed</u>
Full Time	9	11
Part Time	4	8
Total	13	19

FY 13 Budget Highlights

- As the new, expanded facility is open, two new full time Library Tech I positions and four part time Library Assistant positions will be needed beginning in January (Personnel).
- Operations and Maintenance and Supplies have been increased in anticipation of the opening of the expanded facility in FY 13.
- Some services have been shifted from FY 12 to FY 13 as the construction timelines for the expansion and renovation of the Library evolve (Services).
- The FY 12 budget included one-time funding of furniture and equipment for the newly expanded facility (Capital Acquisition).
- Increase the budget for library materials in anticipation of the expanded facility, especially e-books and books in Spanish and Vietnamese (Capital Acquisition).

Library Department Expense

<u>Operating</u>		<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000	Salaries	386,198	387,814	373,362	383,417
	<i>New personnel</i>		-	-	90,448
4005	Overtime	1,546	3,500	578	-
4010	Employee Incentives	12,739	15,301	15,300	15,300
4015	Employee Retirement	48,232	46,039	45,898	46,824
4020	Social Security/Medicare	30,180	30,231	29,186	30,502
4030	Workers Compensation	940	940	400	400
4040	Employee Insurance	46,699	49,680	45,125	53,530
4050	Unemployment Tax	1,325	3,427	3,000	3,433
4195	Other Professional Fees	8,250	36,400	11,105	39,330
4200	Gasoline	296	-	-	-
4300	Electricity	23,741	25,000	22,375	35,750
4310	Telephone	4,756	5,725	4,725	4,925
4330	Natural Gas	364	1,100	1,000	1,200
4344	Loan Star Grant	10,599	-	-	-
4405	Uniforms	284	-	-	-
4410	Training and Education	1,756	3,500	3,500	4,000
4420	Insurance	4,028	4,028	3,850	3,750
4430	Office Supplies	6,450	7,000	7,000	11,000
4440	Small Tools/Equipment	2,496	5,500	5,500	5,600
4460	Memberships/Dues	50	310	520	570
4462	Library Programming	-	-	-	7,000
4465	Rentals/Leases	5,999	5,000	5,000	9,630
4470	Publications/Software	-	1,000	-	-
4480	Other Operating	8,929	9,000	9,000	15,970
4510	Maintenance Contracts	8,323	10,510	11,260	24,175 ¹
4520	Maintenance and Repairs	6,158	10,000	10,000	6,000
4680	Special Events	1,523	7,000	7,000	7,050
	Total Operating	621,861	668,005	614,684	799,804

Library Department Expense

		<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
Capital Outlay					
4700	Equipment	-	217,000	217,000	-
4701	Books	95,632	100,000	100,000	200,000
	Total Capital Outlay	95,632	317,000	317,000	200,000
	Total Expense	<u>\$ 717,493</u>	<u>\$ 985,005</u>	<u>\$ 931,684</u>	<u>\$ 999,804</u>

¹ Revenue associated with this line item, incorporated into General Fund miscellaneous income.

FY 12 Original Budget - FY 12 Projected Total	\$ (53,321)	-5.4%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 131,799	19.7%
FY 12 Total Budget - FY 13 Total Budget	\$ 14,799	1.5%

Library Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Library Director	1	1	1	1
Assistant Library Director	0	1	1	1
Librarian	1	0	0	0
Library Tech II	2	2	2	2
Library Tech I	5	5	5	7
Facilities Maintenance Technician	1	0	0	0
Total Full Time	10	9	9	11
Library Assistant	4	4	4	8
Total Part Time	4	4	4	8
Library Total	14	13	13	19

New Library Personnel

Position	Proposed Salary*	12.83% Retirement	7.65% SS/Med Taxes	3.0% TEC	Workers Comp	Insurance	Total
Library Tech I **	20,837	2,673	1,594	270	90	4,500	\$ 29,963
Library Tech I **	20,837	2,673	1,594	270	90	4,500	\$ 29,963
Library Asst- PT (19 hrs wk) **	6,869	-	525	206	30	-	\$ 7,630
Library Asst- PT (19 hrs wk) **	6,869	-	525	206	30	-	\$ 7,630
Library Asst- PT (19 hrs wk) **	6,869	-	525	206	30	-	\$ 7,630
Library Asst- PT (19 hrs wk) **	6,869	-	525	206	30	-	\$ 7,630
Totals	\$ 69,150	\$ 5,347	\$ 5,290	\$ 1,364	\$ 297	\$ 9,000	\$ 90,448

*1st quartile of applicable salary grade.

**All January 2013 hires.

Library Capital Outlay

Account Number	Item	FY 13 Proposed
250-4701	Books	
	Enhancing the Library's collection in the new building; with a particular emphasis on e-books & materials in Spanish & Vietnamese.	200,000
	4701 Total	\$ 200,000
	Total Capital Outlay	\$ <u>200,000</u>

4195 Library Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Consulting on Public Computers	-	-	2,500	2,700
Interlibrary Loan Courier Service		600	-	-
Janitorial Services (temporary)	-	-	8,605	-
Moving Expenses	-	20,000	-	36,630
New Building Commissioning	8,250	15,800	-	-
	<u>\$ 8,250</u>	<u>\$ 36,400</u>	<u>\$ 11,105</u>	<u>\$ 39,330</u>

4460 Library Memberships

<u>Vendors</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
Texas Library Association (2)	-	260	470	520
Texas Municipal Library Directors Association (1)	50	50	50	50
	<u>\$ 50</u>	<u>\$ 310</u>	<u>\$ 520</u>	<u>\$ 570</u>

4510 Library Maintenance Contracts

Equipment	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Pest Control	195	260	260	275
Air conditioner/heater	926	2,950	2,950	-
Fire Prevention	700	750	750	750
Apollo software	5,500	5,500	5,500	7,000
Cassie software	803	850	600	-
Shredder Maintenance	199	200	200	-
Fiber Pole	-	-	1,000	1,000
Security System	-	-	-	9,150
Starbucks Machine ¹	-	-	-	6,000
	<u>\$ 8,323</u>	<u>\$ 10,510</u>	<u>\$ 11,260</u>	<u>\$ 24,175</u>

¹ Machine will generate revenue estimated at \$6,000. The revenue is included in Miscellaneous general fund revenue (line 3720).



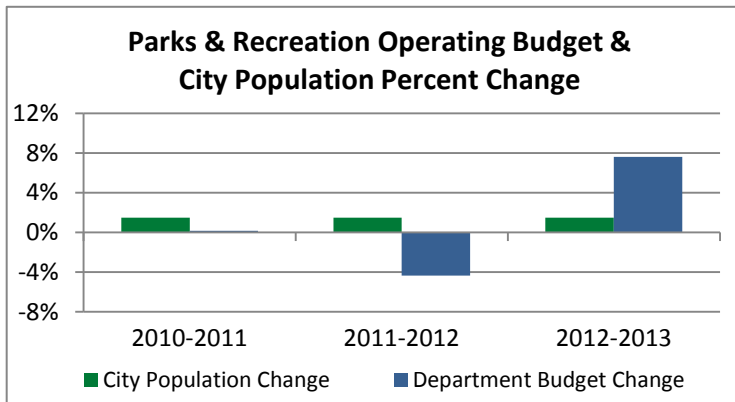
Parks & Recreation Department

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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 1,766,573	1,900,479	1,788,322	2,063,131	9%	15%
	Operations & Maintenance	635,032	621,907	644,301	685,163	10%	6%
	Supplies	44,727	80,600	74,110	76,450	-5%	3%
	Services	13,740	34,700	53,847	13,500	-61%	-75%
Capital Acquisition		182,478	145,086	20,000	-	-100%	100%
Totals		\$ 2,642,550	\$ 2,782,772	\$ 2,580,580	\$ 2,838,244	2%	10%



	FY 12 Actual	FY 13 Proposed
Full Time	26	28
Part Time	8	7
Seasonal*	133	133
Total	167	168

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

FY 13 Budget Highlights

- Add a position for a Marketing and Event Coordinator, while reducing one part-time Recreation Center Receptionist position. This reorganization will provide a more efficient staffing arrangement. The new position would be responsible for coordinating all City events and marketing of the Parks and Recreation Department (Personnel).
- Add a Parks Assistant Director and associated equipment (Personnel).
- Resurface the tennis courts at Windermere Park (Operations and Maintenance).
- Costs have been reduced because of projects completed in FY 12 (Services and Capital Acquisition).

Parks & Rec Department Expense

		FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating					
4000	Salaries	972,076	1,044,568	960,533	1,033,030
	New Personnel			-	155,841
4005	Overtime	8,976	12,100	6,000	12,000
4010	Employee Incentives	14,223	16,000	13,389	12,600
4015	Employee Retirement	119,797	118,304	112,419	121,351
4020	Social Security/Medicare	72,768	79,930	73,481	80,909
4030	Workers Compensation	9,161	9,161	7,000	7,000
4040	Employee Insurance	119,332	143,520	130,000	154,643
4050	Unemployment Tax	3,007	10,396	10,000	10,258
4195	Other Professional Fees	13,740	34,700	53,847	13,500
4200	Gasoline	32,440	36,905	36,000	38,750
4201	Propane	3,421	4,110	4,000	4,000
4210	Vehicle Repair & Maintenance	9,644	13,000	14,000	13,000
4220	Equipment Repair	20,921	17,000	17,000	17,000
4300	Electricity	45,814	37,647	41,900	41,900
4310	Telephone	9,104	9,716	8,750	9,225
4320	Water (Heritage Park)	1,466	1,155	1,000	1,200
4330	Natural Gas	1,051	1,129	1,000	1,150
4405	Uniforms	5,951	8,345	8,345	8,350
4410	Training and Education	2,185	3,550	2,500	4,000
4420	Insurance	15,993	15,347	19,500	20,000
4430	Office Supplies	3,459	4,100	3,500	4,000
4440	Small Tools/Equipment	4,804	34,772	30,110	26,500 ¹
4460	Memberships/Dues	1,020	845	895	1,365
4465	Rentals/Leases	6,369	4,000	4,000	4,000
4470	Publications/Software	604	713	500	3,200 ²
4472	Landscaping	2,564	5,000	5,500	6,000
4480	Other Operating	38,895	53,365	53,000	53,000
4510	Maintenance Contracts	6,797	35,867	47,211	57,473
4520	Maintenance and Repairs	160,236	95,991	95,000	75,500 ³

Parks & Rec Department Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
4650 Pool	131,808	149,150	149,000	150,000
4651 Pool Salaries**	300,074	320,000	320,000	320,000
4652 Swim Team Expense	34,506	35,000	35,000	35,000
4653 Swim Team Salaries**	47,026	50,000	50,000	50,000
4662 Recreation Programs	89,131	79,100	79,000	79,000
4664 Pfun Camp	16,152	17,200	22,200	22,200
4665 Pfun Camp Salaries**	100,135	96,500	105,500	105,500
4676 Senior Citizen Activities	4,509	4,500	4,500	4,500
4680 Special Programs	14,548	17,800	17,800	63,800 ⁴
4682 Heritage House Museum	5,111	5,000	5,000	5,000
4686 Lake Pflugerville	9,852	10,000	10,000	10,000
4689 Farmers Market	1,404	2,200	2,200	2,500
Total Operating Expense	2,460,072	2,637,686	2,560,580	2,838,244
Capital Outlay				
4700 Equipment	8,689	-	-	-
4720 Improvements o/t Buildings	173,790	145,086	20,000	-
Total Capital Outlay	182,478	145,086	20,000	-
Total Expense	\$ 2,642,550	\$ 2,782,772	\$ 2,580,580	\$ 2,838,244
FY 12 Approved Budget - FY 12 Projected Total			\$ (202,192)	-7%
FY 12 Operating Budget - FY 13 Operating Budget			\$ 200,558	8%
FY 12 Total Budget - FY 13 Total Budget			\$ 55,472	2%

¹ See subsequent page for itemized requests.

² Includes \$1,300 for specialized software for new Marketing and Event Coordinator position.

³ Includes \$5,500 for resurfacing of the Windermere Tennis courts.

⁴ Includes \$45,000 previously reported in Administration for events now being coordinated through the new Marketing and Event Coordinator position.

** Salaries include Social Security/Medicare & TEC

	End of Year Purchases	FY 11 Actual
4908 Pool Covers		19,145
4909 Trucks (2)		62,046

Parks & Rec Dept Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Parks and Recreation Director	1	1	1	1
Assistant Parks & Rec Director	1	0	0	1
Marketing & Event Coordinator	0	0	0	1
Aquatic/Athletic Coordinator	1	1	1	1
Recreation Superintendent	1	1	1	1
Parks Maintenance Supervisor	1	1	1	1
Maintenance Tech II	2	2	2	2
Maintenance Tech I	12	11	11	11
Maintenance Specialist II	4	4	4	4
Maintenance Specialist I	2	2	2	2
Administrative Assistant	1	1	1	1
Admin Tech I	1	1	1	1
Recreation Center Receptionist	1	1	1	1
Total Full Time	28	26	26	28
Laborer	1	1	1	1
Rec Center Receptionist	6	6	6	5
Community Service Coordinator	1	1	1	1
Total Part Time	8	8	8	7
Laborer	9	9	9	9
Pfun Camp Staff*	23	23	23	23
Pool Staff*	89	89	89	89
Swim Coach*	3	3	3	3
Instructors*	7	7	7	7
Nursery Attendants*	2	2	2	2
Total Seasonal/Temp Part Time	133	133	133	133
Parks & Rec Total	169	167	167	168

* This is an estimate of the total number of seasonal positions

New Parks & Rec Dept Personnel

Position	Proposed Salary*	12.83% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Marketing & Event Coordinator	44,742	5,740	3,423	270	2,018	6,000	62,193
Parks Assistant Director	69,908	8,969	5,348	270	3,153	6,000	93,648
Totals	\$ 114,650	\$ 14,710	\$ 8,771	\$ 540	\$ 5,171	\$ 12,000	\$ 155,841

Parks & Rec Dept Capital Outlay

<u>Account Number</u>	<u>Item</u>	<u>FY 13 Proposed</u>
	None Funded	
	4700 Total	-
	Total Capital Outlay	<u>\$ -</u>

Parks & Rec Dept Small Tools

Account Number	Item	FY 13 Proposed
400-4400	Miscellaneous Small Tools for Department	
	Various needs throughout the year	20,000
400-4400	Computer for Marketing and Event Coordinator	
	Computer for proposed position	3,500
400-4400	Computer for Parks Assistant Director	
	Computer for proposed position	1,500
400-4400	Furniture for Parks Assistant Director	
	Furniture for proposed position	1,500
Total Small Tools		\$ 26,500

4195 Parks & Rec Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Credit Card Fees	10,313	13,500	12,000	13,500
Feasibility Study of Randig Tract	-	20,000	20,000	-
Skate Spot Design	3,428	-	5,000	-
Swim Team Software	-	1,200	-	-
Temporary Admin Personnel	-	-	16,847	-
	\$ 13,740	\$ 34,700	\$ 53,847	\$ 13,500

4460 Parks & Rec Dept Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Approved
Keep Texas Beautiful		75	75	75
National Recreation Park Association	360	-	-	360
Texas Public Pools Council	-	-	50	50
Texas Recreation and Park Society	660	730	730	730
Texas Association of Municipal Information Officers (TAMIO)		-	-	150
National Association of Aquatic Professionals	-	40	40	-
	\$ 1,020	\$ 845	\$ 895	\$ 1,365

4510 Parks & Rec Maint Contracts

Equipment	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Elevator- Maintenance	2,709	2,709	2,709	2,709
Elevator - Licensing	20	20	20	20
Fire Sprinklers Inspection	485	-	485	485
Fire Alarm Inspection	700	700	700	700
Fire Alarm Monitoring	360	360	360	360
HVAC	-	1,520	1,520	1,520
Mowing Service	-	25,000	23,500	47,219
Pest Control	2,223	2,758	2,750	2,760
Security System-Rec Center	-	300	300	300
Security System-Heritage House	300	300	300	300
Swim Team Software	-	1,100	-	-
Weight Room Equipment	-	1,100	1,100	1,100
	\$ 6,797	\$ 35,867	\$ 33,744	\$ 57,473

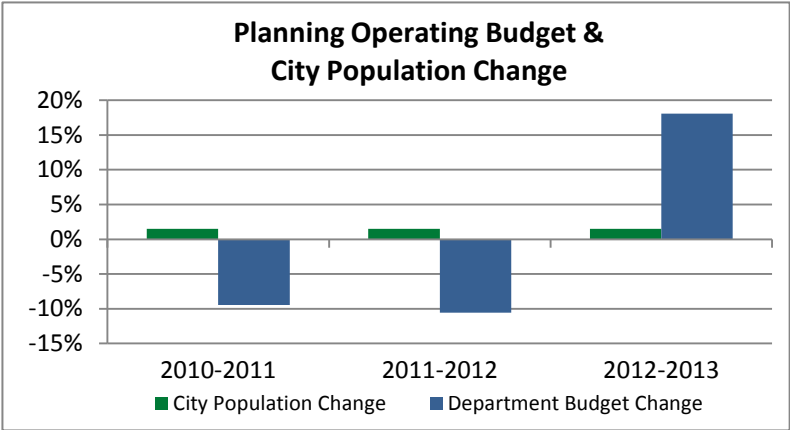
Planning Department

Department Mission

The Planning Department is committed to the Pflugerville 2030 Comprehensive Plan, 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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 368,672	403,988	385,289	505,240	25%	31%
	Operations & Maintenance	41,453	93,145	89,431	87,295	-6%	-2%
	Supplies	1,768	4,000	2,822	6,945	74%	146%
	Services	4,320	6,500	500	-	-100%	-100%
Capital Acquisition		2,795	-	-	5,500	100%	100%
Totals		\$ 419,008	\$ 507,633	\$ 478,042	\$ 604,980	19%	27%



	FY 12 Actual	FY 13 Proposed
Full Time	6	7
Part Time	0	0
Seasonal	0	0
Total	6	7

FY 13 Budget Highlights

- Reinstated the Planning Director position; this role is currently filled by the Assistant City Manager for Economic Development (Personnel).
- Acquire software to manage permits and other development related processes, split with the Building and Engineering departments (Operations and Maintenance).
- Acquire office furniture and equipment for the proposed Planning Director (Supplies).
- No planning related studies are funded in this budget, as were in FY 11 and FY 12 (Services).
- Replace an outdated GIS plotter (Capital Acquisition).

Planning Department Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	283,606	307,875	293,603	301,654
New Personnel		-		104,199
4005 Overtime	376	-	50	-
4010 Incentives	1,500	-	-	-
4015 Employee Retirement	35,298	37,824	37,407	38,702
4020 Social Security/Medicare	20,961	22,748	21,987	23,077
4030 Workers' Compensation	533	801	297	300
4040 Employee Insurance	25,900	33,120	30,325	35,687
4050 Unemployment Tax	498	1,620	1,620	1,620
4195 Other Professional Fees	4,320	6,500	500	-
4198 GIS Expense	271	500	500	1,200
4200 Gasoline	408	600	500	550
4210 Vehicle Maintenance	53	1,000	1,000	1,000
4300 Electricity	3,828	-	508	-
4310 Telephone	2,459	3,100	2,275	2,800
4410 Training and Education	1,400	6,500	6,500	6,500
4420 Insurance	1,335	1,335	1,100	1,350
4430 Office Supplies	852	1,800	1,000	1,000
4440 Small Tools/Equipment	473	600	822	4,300 ¹
4450 Legal Notices	4,293	6,000	2,500	3,000
4460 Memberships/Dues	780	1,760	1,260	1,580
4465 Rentals/Leases	4,854	5,400	5,100	2,500
4466 Leased Office Space w/ utilities	-	47,000	43,000	45,000
4470 Publications/Software	35	1,000	500	1,095
4480 Other Operating Expenses	5,479	3,000	6,221	5,000
4510 Maintenance Contracts	15,315	16,550	14,400	16,690
4520 Maintenance and Repairs	1,385	1,000	5,067	675
Total Operating	416,213	507,633	478,042	599,480

Planning Department Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
Capital Outlay				
4700 Equipment	2,795	-		5,500
4702 Software	-	-	-	-
Total Capital Outlay	2,795	-	-	5,500
Total Expense	<u>\$ 419,008</u>	<u>\$ 507,633</u>	<u>\$ 478,042</u>	<u>\$ 604,980</u>

FY 12 Original Budget - FY 12 Projected Total \$ (29,591) -6%

FY 12 Operating Budget - FY 13 Operating Budget \$ 91,847 18%

FY 12 Total Budget - FY 13 Total Budget \$ 97,347 19%

¹ Includes funding for furniture and equipment for Planning Director position.

<u>End of Year Purchases</u>	<u>FY 11 Actual</u>
4911 Fiberline to ESD (dept. portion)	2,875
4912 Remodel of ESD office space	77,256

Planning Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Planning Director	1	0	0	1
Senior Planner	1	1	1	1
Planner II	0	1	1	1
Planner I	1	1	1	1
Arborist	1	0	0	0
GIS Coordinator	1	1	1	1
GIS Analyst	1	1	1	1
Admin Technician	1	1	1	1
Total Full Time	7	6	6	7
Planning Department Total	7	6	6	7

New Planning Dept Personnel

Position	Proposed Salary	12.83% Retirement	7.65% SS/Med Taxes	3.0% TEC	TWC	Insurance	Total
Planning Director	80,987	10,391	6,196	270	356	6,000	104,199
Totals	\$ 80,987	\$ 10,391	\$ 6,196	\$ 270	\$ 356	\$ 6,000	\$ 104,199

Planning Capital Outlay

<u>Account Number</u>	<u>Item</u>	<u>FY 13 Proposed</u>
220-4700	Plotter Replace 11 year old GIS plotter that is no longer being manufactured.	5,500
	4700 Total	\$ 5,500
	Total Capital Outlay	<u>\$ 5,500</u>

4195 Planning Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Annexation studies/surveys	2,520	6,000	-	-
Access Easements	1,800	-	-	-
Off-site Records Storage	-	500	500	-
	<u>\$ 4,320</u>	<u>\$ 6,500</u>	<u>\$ 500</u>	<u>\$ -</u>

4460 Planning Department Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
APA - Planners Advisory Service	-	845	845	845
APA ¹ / AICP ² Memberships (4)	365	900	400	720
Texas Downtown Association	150	-	-	-
Intl Society Arborculturalists - Texas Chapter	265	-	-	-
National Arbor Day Foundation	-	15	15	15
	<u>\$ 780</u>	<u>\$ 1,760</u>	<u>\$ 1,260</u>	<u>\$ 1,580</u>

- (1) - American Planning Association (APA)
(2) - American Institute of Certified Planners (AICP)

4510 Planning Maintenance Contracts

Equipment/ Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
GIS Maintenance	10,315	10,400	10,400	10,500
GIS Server Extended Warranty	-	-	-	-
IT Nexus MapViewer Software	1,000	2,150	-	-
Trak It Maintenance*	4,000	4,000	4,000	-
Mypermitnow Annual Fee*	-	-	-	6,190
	<u>\$ 15,315</u>	<u>\$ 16,550</u>	<u>\$ 14,400</u>	<u>\$ 16,690</u>

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



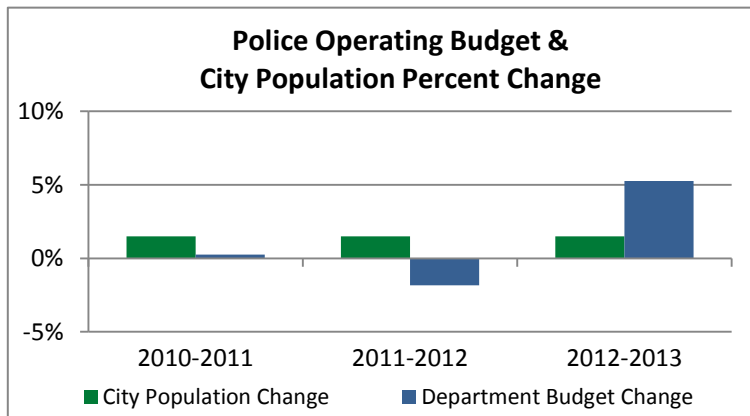
Police Department

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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 6,982,717	7,249,325	7,334,233	7,605,023	5%	4%
	Operations & Maintenance	782,637	883,081	880,957	901,565	2%	2%
	Supplies	296,505	360,186	345,988	433,413	20%	25%
	Services	13,923	18,425	17,541	18,215	-1%	4%
Capital Acquisition		330,945	322,797	225,000	186,075	-42%	-17%
Totals		\$ 8,406,726	\$ 8,833,814	\$ 8,803,719	\$ 9,144,291	4%	4%



Police Personnel		
	FY 12 Actual	FY 13 Proposed
Full Time	99	101
Part Time	14	14
Seasonal	0	0
Total	113	115

FY 13 Budget Highlights

- Add positions for one Dispatch Supervisor, and one Animal Shelter Director. The Dispatch Supervisor position is needed due to increased service levels of the PISD Police Department and is partially offset by additional service fee revenue anticipated from PISD for this purpose (Personnel).- Upgrade nine Officer positions to Corporal positions (Personnel).
- Purchase additional small equipment and replace aging small equipment for police operations including radios, Tasers and Taser holsters (Supplies).
- Replace six aging patrol vehicles with new Tahoes (Capital Acquisition).
- Acquire a Mobile License Plate Reader (Capital Acquisition).

Police Department Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating				
4000 Salaries	5,142,648	5,287,689	5,392,986	5,359,588
<i>New Personnel</i>				197,245
4005 Overtime	124,353	150,000	150,000	150,000
4010 Employee Incentives	101,171	105,000	98,345	100,000
4015 Employee Retirement	699,643	663,541	712,381	709,099
4020 Social Security/Medicare	397,204	404,270	413,839	429,133
4030 Workers Compensation	56,319	63,654	42,000	42,000
4040 Employee Insurance	452,729	546,990	496,500	588,832
4050 Unemployment Tax	8,649	28,181	28,181	29,126
4195 Other Professional Fees	13,923	16,425	17,541	18,215
4200 Gasoline	227,236	214,198	200,000	214,200
4210 Vehicle Repair	97,330	75,000	75,000	75,000
4220 Equipment Repair	1,624	800	300	800
4300 Electricity	117,858	102,000	96,100	96,100
4310 Telephone	43,329	54,300	49,525	51,500
4330 Natural Gas	25,872	27,506	17,550	18,428
4405 Uniforms	66,325	106,190	100,000	106,190
4406 Vest Expense	6,285	29,500	29,500	19,900
4410 Training and Education	15,401	21,000	21,000	23,000
4420 Insurance	91,175	85,000	76,850	78,500
4430 Office Supplies	12,984	13,125	13,125	14,000
4434 Ammunition	18,602	25,000	25,000	25,000
4440 Small Tools/Equipment	24,841	76,066	76,066	156,213
4460 Memberships/Dues	55,841	12,058	11,971	21,581
4465 Rentals/Leases (copiers)	23,537	25,000	23,000	25,000
4470 Publications/Software	12,842	23,597	23,597	24,000
4475 Police Dogs	6,669	14,000	7,000	14,000
4480 Other Operating	44,768	44,454	40,000	44,500
4483 Code Enforcement Expense	6,870	6,060	6,060	6,500
4510 Maintenance Contracts	64,078	125,693	122,951	138,066
4520 Maintenance and Repairs	38,037	90,000	120,000	90,000

Police Department Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating				
4677 Information Technology	15,840	13,300	13,300	13,300
4687 COPS Program	1,252	1,500	1,500	1,500
4692 Vehicle Impound	5,611	4,070	4,000	4,500
4696 Animal Shelter	53,148	42,500	62,200	70,000
4698 DARE	1,789	3,150	3,150	3,200
Total Operating	8,075,781	8,511,017	8,578,719	8,958,216
Capital Outlay				
4700 Equipment	303,321	322,797	225,000	186,075
4720 Improvements O/T Bldgs	27,624	-	-	-
Total Capital Outlay	330,945	322,797	225,000	186,075
Total	\$ 8,406,726	\$ 8,833,814	\$ 8,803,719	\$ 9,144,291

FY 12 Original Budget - FY 12 Projected Total \$ (30,095) 0%

FY 12 Operating Budget - FY 13 Operating Budget \$ 447,199 5%

FY 12 Total Budget - FY 13 Total Budget \$ 310,477 4%

	FY 11 Actual
End of Year Purchases	
4901 Motorcycles (2)	24,374
4902 Equipment for Motorcycles	13,496
4903 Ford Escape	18,409
4904 Police Units (6)	159,686

Police Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Police Chief	1	1	1	1
Assistant Chief	1	1	1	1
Lieutenant	4	4	4	4
Sergeant	12	12	12	12
Corporal	8	9	9	18
Officer	47	48	48	39
Information Technology	1	1	1	1
Civilian Director	1	1	1	1
Dispatch Supervisor	3	3	3	4
Dispatcher	9	9	9	9
Victim Services Director	1	1	1	1
Senior Records Clerk	1	1	1	1
Police Records Clerk	1	1	1	1
Animal Shelter Director	0	0	0	1
Animal Control Supervisor	1	1	1	1
Animal Control Officer	2	2	2	2
Code Enforcement	2	2	2	2
Admin Tech II	1	1	1	1
Admin Tech I	1	1	1	1
Facilities Maintenance Tech	1	0	0	0
Total Full Time	98	99	99	101
Animal Control	2	2	2	2
Dispatcher	1	0	0	0
Officer	5	6	6	6
Total Part Time	8	8	8	8
School Crossing Guard	0	4	6	6
Total Seasonal & Temp Part Time	0	4	6	6
Police Department Total	106	111	113	115

New Police Department Personnel

Position	Salary	12.83% Retire- ment	7.65% SS/Med Taxes	3.0% TEC	TWC	Insur- ance	Total
Dispatch Supervisor	44,742	5,740	3,423	270	197	6,000	60,372
Animal Shelter Director	55,314	7,097	4,232	270	2,168	6,000	75,081
Corporal Promotions (9)*	49,720	6,379	3,804	*	1,889	*	61,792
Totals	\$ 149,776	\$ 19,216	\$ 11,458	\$ 540	\$ 4,255	\$ 12,000	\$ 197,245

*Reclassification of nine (9) positions from Officer to Corporal, no additional insurance or TWC costs for existing employees.

Proposed salaries based on 1st quartile of salary grade.

Police Capital Outlay

Account Number	Item	FY 13 Proposed
300-4700	6 Replacement Chevy Tahoes Replaces vehicles 305, 326, 329, 330, 331, 343.	\$ 230,519
300-4700	Mobile License Plate Reader Doubles as a radar trailer & license plate reader; Has ability to enter local warrant data that will alert the department as needed.	\$ 18,125
	4700 Total	\$ 248,644
	Total Capital Outlay	\$ 186,075
	Total Non-Capital	\$ 62,569
		\$ 248,644

4195 Police Other Professional Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Case related medical testing	7,039	7,100	7,666	8,550
Courier Service	-	-	-	-
Employee Assessments	300	800	800	800
Officer Debriefing	-	-	150	300
Offsite backup	1,914	3,480	3,480	3,120
Patrol Officer Bonds		375	375	375
Police Consulting	4,600	4,600	5,000	5,000
Quick Track Activation	70	70	70	70
Total	\$ 13,923	\$ 16,425	\$ 17,541	\$ 18,215

Police Small Tools

Account Number	Item	FY 13 Proposed
300-4400	Hand held radios (8)	\$ 22,587
300-4400	Tasers with camera (24)	\$ 43,100
300-4400	Taser Holsters (52)	\$ 3,117
300-4400	Police Patrol Tahoe Misc. Equipment	\$ 62,409
300-4400	Misc. equipment for PD	\$ 25,000
	Total	\$ 156,213

4460 Police Department Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Accurint	-	265	265	265
ARIC (Austin Regional Intelligence Center)	-	-	-	9,360
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	48,986	moved to 4510	-	-
Code Officer Certification	-	-	-	111
IACPNET	1,600	800	800	800
I.A. Property & Evidence	-	50	50	50
International Association of Chiefs of Police	120	260	260	260
Leads on-line (pawn shops)	2,148	2,148	2,200	2,200
NIXLE (messaging system)	-	1,500	1,600	1,600
NNDDA (canine certification)	55	240	170	240
The Productivity Center (TCLEDDS)	875	1,500	1,500	1,500
Texas Association Property & Evidence	-	25	25	-
Texas Crime Prevention Association (TCPA)	60	60	60	60
Texas Criminal Justice	-	30	-	-
Texas DARE Officers Association	-	50	50	50
Texas Department of Health	106	200	200	200
Texas Police Association	-	30	30	30
Texas Police Chiefs Association	400	350	327	350
Texas Police Chiefs Association (Accreditation)	-	3,000	3,000	3,000
Texas State Board of Plumbing Examiners	110	55	-	-
Texas Victim Services Association	25	25	25	25
U.S. ID Manual	-	90	90	100
Total	\$ 55,841 *	\$ 12,058 *	\$ 11,971	\$ 21,581

* Radio coalition fees have been moved to the Maintenance Contracts account (4510) beginning in FY12.

4510 Police Maintenance Contracts

Equipment	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
911 Recorder	2,788	2,788	2,788	2,788
Antivirus Software	1,265	1,800	1,800	1,800
Coalition Radio Fees	-	51,500	51,500	53,810
Connectivity Software	660	660	660	660
Consoles Service Contracts	6,569	6,897	6,706	6,897
Boiler Licensing	220	-	-	-
Generators	1,431	2,500	2,140	2,340
Incode Maintenance	37,358	47,000	47,000	51,957
L3 Communications	2,709	2,900	2,709	4,895
Pest Control	1,107	1,300	1,300	1,300
Range Maintenance	6,129	4,000	2,000	4,000
Software Upgrade & Warranty	999	1,000	1,000	1,000
Sprinkler Inspection	2,844	2,844	2,844	3,000
Syringe Disposal	-	504	504	550
UPS Maintenance	-	-	-	3,069
Total	\$ 64,079	\$ 125,693	\$ 122,951	\$ 138,066

Information Technology

Item	FY 13 Proposed
Computer replacements and hardware	13,300
Information Technology Total	
	\$ 13,300



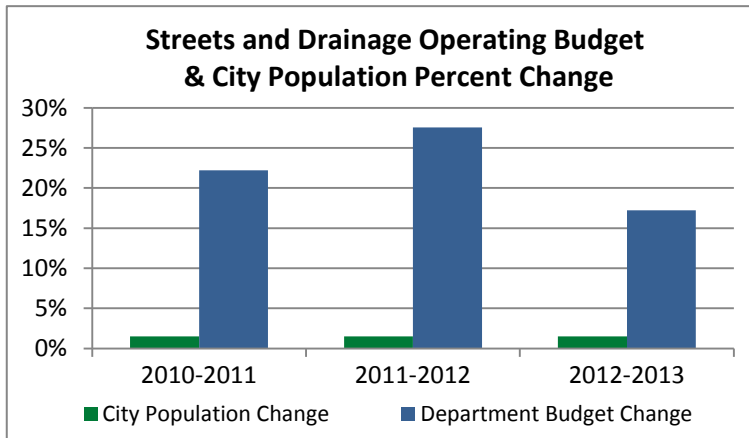
Streets and Drainage Department

Department Mission

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



Financial Summary		FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 910,970	981,295	875,999	973,251	-1%	11%
	Operations & Maintenance	\$ 396,011	927,118	1,058,640	1,272,950	37%	20%
	Supplies	\$ 51,168	66,000	62,000	68,000	3%	10%
	Services	\$ -	-	-	-	0%	0%
Capital Acquisition		\$ 39,850	-	-	109,000	100%	100%
Totals		\$ 1,397,998	\$ 1,974,413	\$ 1,996,639	\$ 2,423,201	23%	21%



Streets and Drainage Department Personnel

	FY 12 <u>Actual</u>	FY 13 <u>Proposed</u>
Full Time	21	21
Part Time	0	0
Seasonal	4	4
Total	25	25

FY 13 Budget Highlights

- Expand the contracted mowing program for right-of-way and median areas across the City (Operations and Maintenance).
- Increase the overlay program to additional areas of the City (Operations and Maintenance).
- Invest in personnel training on asphalt application (Operations and Maintenance).
- Purchase small equipment to assist with maintenance and repairs of streets, signs and drainage areas (Supplies).
- Acquire three new trucks and a mower to replace aging, high mileage equipment (Capital Acquisition).

Streets and Drainage Department Expense

		FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating					
4000	Salaries	639,518	679,382	607,558	667,344
New Personnel			-		-
4005	Overtime	7,031	8,000	8,000	8,000
4010	Employee Incentives	12,821	14,500	11,907	12,600
4015	Employee Retirement	83,828	84,115	80,146	85,445
4020	Social Security/Medicare	48,875	52,269	46,591	52,628
4030	Workers Compensation	20,780	20,780	15,794	16,000
4040	Employee Insurance	96,070	115,920	100,503	124,905
4050	Unemployment Tax	2,045	6,329	5,500	6,329
4200	Gasoline	40,662	40,000	40,000	40,000
4201	Propane	3,026	10,000	8,000	8,000
4210	Vehicle Repair	8,243	15,000	15,000	25,000
4220	Equipment Repair	33,094	25,000	25,000	30,000
4300	Electricity	1,177	-	2,150	2,150
4301	Electricity - Street and Traffic Lights	-	400,000	535,000	563,000
4310	Telephone	4,113	4,453	3,450	3,775
4405	Uniforms	5,521	6,000	6,000	8,400
4410	Training and Education	2,500	2,500	2,500	10,000
4420	Insurance	10,529	9,915	10,800	11,625
4430	Office Supplies	982	2,000	2,000	2,000
4433	Chemicals	-	4,000	2,000	3,000
4440	Small Tools/Equipment	6,497	10,000	10,000	15,000
4465	Rentals/Leases	2,620	3,250	2,000	3,000
4470	Publications/Software	385	1,000	500	1,000
4480	Other Operating Expenses	20,188	20,000	20,000	20,000
4500	Street Repairs (in house)	112,489	125,000	125,000	125,000
4501	Overlay Program (contracted)	75,000	120,000	120,000	250,000
4502	ROW/Drainage Projects	27,227	60,000	60,000	60,000
4510	Maintenance Contracts	27,135	50,000	48,240	75,000
4520	Maintenance and Repairs	20,049	10,000	8,000	10,000
4525	Signs & Signals	45,741	75,000	75,000	75,000
Total Operating		1,358,148	1,974,413	1,996,639	2,314,201

Streets and Drainage Department Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
<u>Capital Outlay</u>				
4700 Equipment	39,850	-	-	109,000
Total Capital Outlay	39,850	-	-	109,000
Total Expense	<u>\$ 1,397,998</u>	<u>\$ 1,974,413</u>	<u>\$ 1,996,639</u>	<u>\$ 2,423,201</u>

FY 12 Original Budget - FY 12 Projected Total	\$ 22,226	1%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 339,788	17%
FY 12 Total Budget - FY 13 Total Budget	\$ 448,788	23%

<u>End of Year Purchases</u>	<u>FY 11 Actual</u>
4905 Mower	10,539
4906 Truck	25,784

Department Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Street Superintendent	1	1	1	1
Street Foreman	1	1	1	1
Crew Leader	0	0	0	4
Heavy Equipment Operator III	3	3	3	0
Laborer III	1	1	1	0
Equipment Operator III	0	0	0	2
Heavy Equipment Operator II	1	1	2	0
Equipment Operator II	0	0	0	2
Laborer II	3	3	2	0
Sign Shop Tech II	1	1	1	1
Sign Shop Tech I	0	0	0	1
Equipment Operator I	0	0	0	9
Laborer I	10	10	10	0
Total Full Time	21	21	21	21
Seasonal Laborer	4	4	4	4
Total Seasonal & Temp Part Time	4	4	4	4
Street Department Total	25	25	25	25

Department has initiated a proposed change in title structure only, no rate increases.

Streets and Drainage Dept Capital Outlay

Account Number	Item	FY 13 Proposed
500-4700	F250	
	Replace #210 F250 that is 12 years old and has 112,000 miles.	31,000
500-4700	F250	
	Replace #221 F250 that is 12 years old and has 139,527 miles.	31,000
500-4700	F550	
	Replace #230 F450 that is 12 years old and has 90,000 miles.	36,000
500-4700	72" Mower	
	Replace Dixie Chopper mower with blown engine.	11,000
	4700 Total	\$ 109,000
	Total Capital Outlay	\$ <u>109,000</u>

4510 Streets and Drainage Maintenance Contracts

<u>Equipment/Service</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
Mowing - contracted	27,135	50,000	48,240	75,000
	<u><u>\$ 27,135</u></u>	<u><u>\$ 50,000</u></u>	<u><u>\$ 48,240</u></u>	<u><u>\$ 75,000</u></u>

Utility Fund Summary

	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
Revenues				
Water	15,496,764	13,461,178	13,233,401	14,332,138
Wastewater	6,938,250	8,337,494	7,287,599	7,793,750
Solid Waste	3,474,902	3,500,000	3,600,000	3,600,000
Total	<u>\$ 25,909,915</u>	<u>\$ 25,298,672</u>	<u>\$ 24,121,000</u>	<u>\$ 25,725,888</u>
Expenses				
Utility Administration	2,657,754	2,826,169	3,010,148	3,123,504
Utility Maintenance	-	877,847	880,232	975,161
Water Treatment	3,963,122	2,555,392	2,638,797	2,512,935
Water Distribution	9,702,050	6,760,866	6,540,583	7,816,629
Wastewater Collection	3,049,445	1,516,941	1,490,578	2,301,153
Wastewater Treatment	3,116,831	3,234,291	2,963,364	3,363,812
Solid Waste	3,475,004	3,500,000	3,600,000	3,600,000
Total	<u>\$ 25,964,206</u>	<u>\$ 21,271,506</u>	<u>\$ 21,123,702</u>	<u>\$ 23,693,193</u>
Revenues over (under) expenses	\$ (54,291)	\$ 4,027,166	\$ 2,997,298	\$ 2,032,695

10% of Operating Expense = \$ 1,454,202

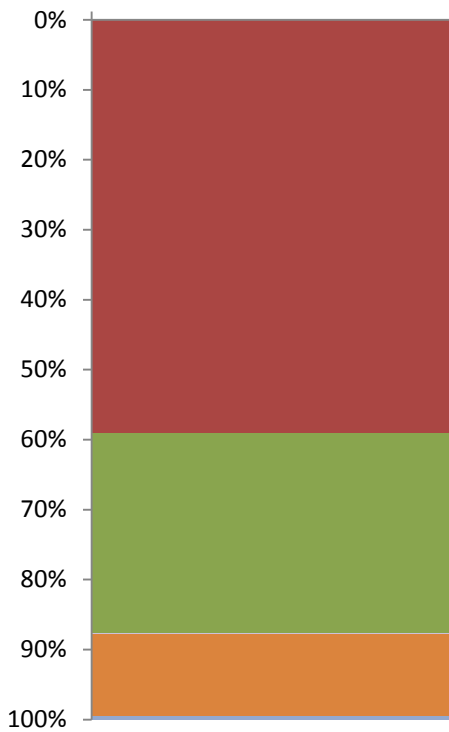
Estimated Beginning Fund Balance FY 13 \$ 8,963,736



Utility Fund Revenue Summary

(excluding Solid Waste)

	FY 11 Actual	FY 12 Budget	FY 12 Projected Total	FY 13 Proposed Budget	% Change FY12 - FY13 Budget	% Change FY12 Projected to FY13 Proposed
Water Revenue	12,992,843	11,466,838	11,566,838	11,760,638	3%	2%
Wastewater Revenue	5,466,797	5,506,443	5,625,750	5,689,250	3%	1%
Impact Fee Revenue	501,159	-	900,000	-	n/a	-100%
Interest Income	33,229	30,000	15,500	16,500	-45%	6%
Bond Proceeds	6,012	1,560,000	-	2,223,500	43%	n/a
Intrafund Transfers	2,082,344	2,635,711	2,280,711	2,332,320	-12%	2%
Other Income	1,352,630	599,680	132,201	103,680	-83%	-22%
Total	\$ 22,435,014	\$ 21,798,672	\$ 20,521,000	\$ 22,125,888	2%	8%



Utility Fund Revenues FY 2013 Proposed Budget

Water Revenue 53.2%

Wastewater Revenue 25.7%

Interest Income 0.1%

Intrafund Transfers 10.8%

Other Income 0.5%

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 12 projections as the growth rate has been reduced to 2%. Wastewater revenues are anticipated to increase slightly with area growth also at a 2% level. Intrafund transfers will continue to be used to fund Wastewater debt service and water and wastewater capital improvement projects from accumulated water and wastewater impact fees, fund balance, and available bond funds. Interest rates continued to decline in FY 12 and future interest revenue estimates continue to be conservative.

Water Department Revenue

	FY 11 Actual Total	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
3100 Water Revenue	10,808,808	9,690,000	9,690,000	9,883,800
3101 Wholesale Water - Manville	1,424,242	1,345,025	1,345,025	1,345,025
3102 Wholesale Water - Windermere	493,389	225,000	325,000	325,000
3104 Wholesale Water- Manor	261,520	205,313	205,313	205,313
3105 Parts/Taxable	1,634	750	750	750
3120 Tap Fees	3,250	750	750	750
3700 Service Fees	68,894	75,000	75,000	75,000
3710 Interest Income	9,412	10,000	4,000	5,000
3720 Miscellaneous Income	19,231	10,000	15,000	15,000
3729 Insurance Claim Revenue	68,894	-	875	-
3850 Sale of Fixed Assets	-	-	5,355	-
Operating revenue	\$ 13,159,274	\$ 11,561,838	\$ 11,667,068	\$ 11,855,638
3136 Impact fees	250,000	-	500,000	-
3711 Non-operating Interest	3,750	3,000	3,000	3,000
3373 Oncor Electric Rebates / grant	152,728	-	21,993	-
3735 Impact Fee Transfer (DS funding)	-	-	-	1,000,000
3735 Impact Fee Transfer (CIP funding)	-	41,340	41,340	-
3880 NE Travis Cty Util Dist (final payment)	1,000,000	500,000	-	-
3725 Bond Proceeds (Issue premium)	6,012	-	-	-
3725 Existing Bond Funds (CIP funding)	-	-	-	1,373,500
3900 Fund Balance Transfer (DS funding)	-	1,000,000	1,000,000	-
3900 Fund Balance Transfer (CIP funding)	925,000	355,000	-	100,000
Other revenue	\$ 2,337,490	\$ 1,899,340	\$ 1,566,333	\$ 2,476,500
Total revenue	\$ 15,496,764	\$ 13,461,178	\$ 13,233,401	\$ 14,332,138

Wastewater Department Revenue

	FY 11 Actual Total	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
3110 Wastewater	5,465,047	5,505,693	5,625,000	5,688,500
3120 Wastewater Tap Fees	1,750	750	750	750
3710 Interest Income	5,130	7,000	3,500	3,500
3720 Miscellaneous Income	4,714	1,000	-	-
3726 Rental Income	4,680	4,680	4,680	4,680
3729 Insurance Claim Revenue	21,729	-	-	-
3741 Recycling Center	11,760	9,000	9,000	9,000
3850 Sale of Fixed Assets	-	-	298	-
Operating revenue	\$ 5,514,811	\$ 5,528,123	\$ 5,643,228	\$ 5,706,430
3139 Impact Fees	251,159	-	400,000	-
3711 Non-Operating Interest	14,936	10,000	5,000	5,000
3735 Impact Fee Transfer (DS funding)	1,157,344	1,149,031	1,149,031	1,132,320
3735 Impact Fee Transfer (CIP funding)	-	41,340	41,340	-
3725 Existing Bond Funds (CIP funding)	-	1,560,000	-	850,000
3900 Fund Balance Transfer (CIP funding)	-	49,000	49,000	100,000
Other revenue	\$ 1,423,439	\$ 2,809,371	\$ 1,644,371	\$ 2,087,320
Total Revenue	\$ 6,938,250	\$ 8,337,494	\$ 7,287,599	\$ 7,793,750

Utility Long-Term Debt Service

Bond Issue	Annual Payment Amounts			
	Water		Wastewater	
	Principal	Interest	Principal	Interest
2002 Combination Tax and Revenue	204,750	9,214	-	-
2003 Combination Tax and Revenue	312,400	25,822	110,000	9,092
2003-A Combination Tax and Revenue	92,400	11,338	17,600	2,160
2004 Combination Tax and Revenue	83,700	28,753	135,000	46,375
2005 Combination Tax and Revenue	-	-	256,750	548,695
2009A Combination Tax and Revenue	-	-	125,400	279,145
2009 Limited Tax Refunding*	312,800	27,455	128,800	11,305
2010 Limited Tax Refunding**	115,200	217,926	-	-
2012 Limited Tax Refunding***	24,589	1,565,906	9,428	579,171
Totals	<u>\$ 1,145,839</u>	<u>\$ 1,886,413</u>	<u>\$ 782,978</u>	<u>\$ 1,475,942</u>

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

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

***2012 Refunding issue, included partial refunding of 2002, 2003, 2003A, and 2004 Certificates of Obligation.

Outstanding Utility Fund Debt

Date of Issue/ Type of debt	Amount of Issue	Bond Principal Balance as of September 30, 2012	Construction funds remaining to be spent as of September 30, 2012
2002 Tax & Revenue CO's*	\$8,255,800	\$204,750	\$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	\$859,200	\$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	\$360,000	\$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	\$1,790,500	\$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	\$11,151,900	\$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	\$6,300,420	\$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	\$1,538,070	\$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	\$5,565,600	\$0
The funds from this refunding were used to refinance and partially retire the 2002 Certificates of Obligation.			
2012 Limited Tax Refunding Bonds	\$47,443,000	\$47,443,000	\$0
The funds from this refunding were used to refinance and partially retire the 2002, 2003, 2003A, 2004 Certificates of Obligation.			
Totals	\$139,677,330	\$75,213,440	\$5,500,000

* Combination Tax and Revenue Certificates of Obligation

Utility Fund Capital Improvement Projects

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
Water Projects						
A. Pfennig Ground Storage Tank & yard piping upgrades	\$ -	\$ 125,000	\$ 1,000,000	\$ -	\$ -	\$ -
B. Pfennig pump station upgrades (1 pump)	-	37,500	300,000	-	-	-
C. Pflugerville Pkwy transmission main ext & connection to Pfennig BPS	-	96,900	775,000	-	-	-
D. Pfennig Lane transmission main from Rocky Creek to FM 685	-	52,100	416,700	-	-	-
E. Pfennig Lane transmission main upgrade from Rocky Creek to Railroad	-	20,500	163,900	-	-	-
F. Downtown pressure zone re-delineation - PRVs & check valve	-	81,000	-	-	-	-
G. Water Treatment plant membrane replacement	-	-	-	4,500,000	-	-
H. Elevated storage tank	-	-	-	-	-	500
I. Black Locust to Wilke Ridge transmission main	-	-	-	-	-	86,250
J. Wilke Ridge transmission main to elevated storage	-	-	-	-	-	34,500
K. South stand pipe repump station	-	-	-	-	-	113,700
L. Colorado Sand transmission main	-	233,500	-	-	-	-
M. Kelly Lane transmission main - SH 130 to Falcon Pointe	61,500	727,000	-	-	-	-
Total Capital Improvement Project Expenses - Water	61,500	1,373,500	2,655,600	4,500,000	-	234,950
Funding sources:				(500,000) Escrow		
Transfer from Fund balance	(61,500)			(4,000,000)		(234,950)
Water impact fees						
Existing bond funds #31		\$ (1,373,500)	\$ (2,655,600)			
New Bond Issue						
Wastewater Projects						
A. Rowe Loop Wastewater service extension	\$ 125,000	\$ 850,000	\$ -	\$ -	\$ -	\$ -
B. Bypass Wilke lift station	100,000	-	-	-	-	-
C. Wastewater master plan update (in O&M budget)	-	-	-	-	-	-
D. Central WWTP expansion - Phase II design	-	-	-	3,045,000	-	-
E. 3-year impact fee & CIP update	-	-	-	256,000	-	-
Total Capital Improvement Project Expenses - Wastewater	225,000	850,000	-	3,301,000	-	-
Funding sources:						
Transfer from Fund balance	\$ -	\$ -	\$ -	\$ (2,680,741)	\$ -	\$ -
Wastewater impact fees				\$ (256,000)		
Existing bond funds #31	\$ (225,000)	\$ (850,000)	\$ -	\$ (364,259)		
New Bond Issue						
Reuse Projects						
A. Reuse Master Plan	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
B. Purchase Travis County pumps at WWTP	-	200,000	-	-	-	-
C. Construct mains and storage to serve PCDC development (funded by PCDC)	-	1,200,000	-	-	-	-
Total Capital Improvement Project Expenses - Reuse	\$ 100,000	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -
Funding sources:						
Pflugerville Community Development Corporation		(1,200,000)				
Transfer from Utility Fund Balance	\$ (100,000)	\$ (200,000)	\$ -	\$ -	\$ -	\$ -
Fund balance remaining:	\$ 8,243,056	\$ 10,075,750	\$ 12,314,985	\$ 7,869,633	\$ 10,006,501	\$ 9,956,845
Bond #31 funds remaining:	\$ 5,243,359	\$ 3,019,859	\$ 364,259	\$ -	\$ -	\$ -

Utility Reserve and Trust Funds

Wastewater Impact Fees

Beginning Balance, October 1, 2011			\$ 5,747,876
Revenues - as of 5/31/12			
	Impact Fees	458,126	
	Interest	3,895	
		462,021	
Expenditures			
	Transfer for Capital Projects	-	
	Transfer for debt service	1,149,031	
		(1,149,031)	
Estimated Ending Balance, September 30, 2012			\$ 5,060,867

Water Impact Fees

Beginning Balance, October 1, 2011			\$ 931,012
Revenues - as of 5/31/12			
	Impact Fees	418,487	
	Interest	678	
		419,165	
Expenditures			
	Transfer for Capital Projects	-	
	Transfer for debt service	-	
		-	
Estimated Ending Balance, September 30, 2012			\$ 1,350,177

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, 2011			\$ 501,943
Revenues			
	interest	500	
		500	
Expenditures			
		-	
Estimated Ending Balance, September 30, 2012			\$ 502,443

The Membrane Escrow account is available to defray the cost of replacing the Water Treatment plant membranes in the future.



Solid Waste Summary

Revenue	FY 11 Actual	FY 12 Budget	FY 12 Projected Total	FY 13 Approved Budget
Solid Waste	3,474,902	3,500,000	3,600,000	3,600,000
Total Revenue	\$ 3,474,902	\$ 3,500,000	\$ 3,600,000	\$ 3,600,000

Operating	FY 11 Actual	FY 12 Budget	FY 12 Projected Total	FY 13 Approved Budget
Franchise Fee	334,346	369,577	331,465	331,465
Sales Tax	249,207	247,548	258,285	258,285
Monthly Solid Waste Services	2,891,451	2,882,874	3,010,250	3,010,250
Total Operating Expense	\$ 3,475,004	\$ 3,500,000	\$ 3,600,000	\$ 3,600,000



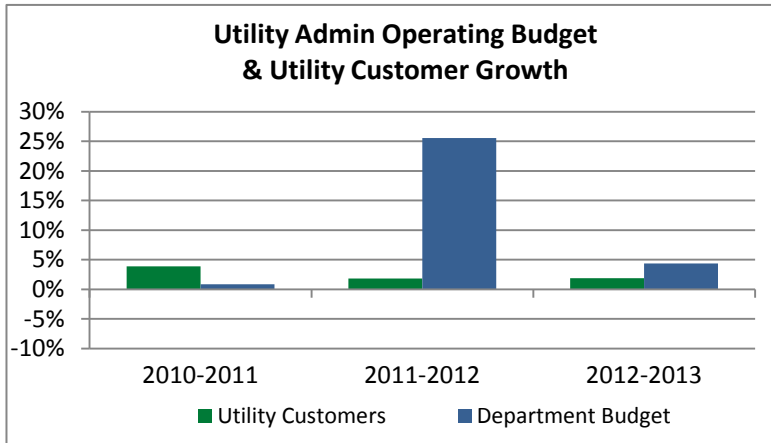
Utility Administration

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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 720,594	549,575	530,838	717,643	31%	35%
	Operations & Maintenance	\$ 1,676,892	1,666,444	1,889,341	1,777,786	7%	-6%
	Supplies	\$ 24,700	22,980	10,873	23,500	2%	116%
	Services	\$ 219,753	545,170	537,064	387,575	-29%	-28%
	Capital Acquisition	\$ 11,540	42,000	42,032	217,000	417%	416%
	Debt Service	\$ 4,275	-	-	-	0%	0%
	Totals	\$ 2,657,754	\$ 2,826,169	\$ 3,010,148	\$ 3,123,504	11%	4%



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

FY 13 Budget Highlights

- 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).
- Add positions for one Utility Billing Specialist and one Utility Engineer (Personnel) and related equipment (Supplies).
- Install a fiber line from City Hall to the Water Treatment Plant to enhance reliability of communication systems (Operations and Maintenance).
- Complete a study of the Water and Wastewater rates charged to the City's various customers (Services).
- Acquire a vehicle to replace an aging, high mileage unit (Capital Acquisition).
- Purchase reuse pumps at Central WWTP from Travis County (Capital Acquisition).

Utility Admin Expense

Operating	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
4000 Salaries	535,860	414,896	402,831	415,269
<i>New personnel and promotions</i>				120,408
4005 Overtime	11,002	2,000	2,000	2,000
4010 Employee Incentives	2,239	-	69	-
4015 Employee Retirement	71,036	49,811	51,401	52,127
4020 Social Security/Medicare	39,850	30,797	28,985	31,921
4030 Workers Compensation	5,422	5,422	2,450	2,450
4040 Employee Insurance	54,003	44,160	41,100	48,024
4050 Unemployment Tax	1,155	2,489	2,001	2,489
4070 FSA Claims	28	-	-	-
4085 Merit Increases	-	Distributed to Departments		42,956
4110 Legal Fees	3,286	20,000	20,000	20,000
4120 Windermere	-	-	214,252	-
4195 Other Professional Fees	216,467	525,170	517,064	367,575
4200 Gasoline	16,432	17,480	5,000	10,000
4210 Vehicle Maintenance/Repair	3,415	5,000	7,500	5,000
4260 Franchise Fee Water	519,879	458,613	462,613	470,366
4260 Franchise Fee Wastewater	218,602	220,228	227,000	231,540
4300 Electricity	34,337	42,373	41,800	41,800
4310 Telephone	15,483	17,225	12,350	12,850
4400 Postage	87,758	97,900	92,000	101,200
4405 Uniforms	974	800	800	800
4410 Travel & Training	9,750	6,650	10,000	13,500
4420 Insurance	7,459	7,500	5,685	6,525
4430 Office Supplies	2,114	3,500	2,000	4,000
4440 Small Tools	4,775	500	2,373	5,000
4450 Advertising	-	500	500	500
4460 Membership/Dues	2,290	2,100	7,034	8,773
4465 Rentals/Leases	2,430	2,200	2,100	2,200
4470 Publications/Software	1,380	1,500	1,500	4,500

Utility Admin Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4480 Other Operating	26,386	20,000	20,000	22,000
4482 Bad Debt Expense	2,190	7,000	7,000	7,000
4510 Maintenance Contracts	22,751	25,355	26,207	33,495
4520 Maintenance & Repairs	2,908	3,000	2,500	3,000
4626 Wholesale Wastewater (Wmere)	20,279	moved to WWC (160)		-
4645 Transfer	700,000	750,000	750,000	750,000
4677 Information Technology	-	-	-	67,237 ¹
Total Operating Expense	2,641,940	2,784,169	2,968,116	2,906,504
Capital Outlay				
4700 Equipment	5,477	42,000	42,032	17,000
4702 Software	6,063	-	-	-
4720 Stone Hill Infrastructure (Fund Balance)	-	-	-	200,000
Total Capital Outlay	11,540	42,000	42,032	217,000
Debt Service				
4820 Bond Issuance Cost	4,275	-	-	-
Total Debt Service	4,275	-	-	-
Total Expense	<u>\$ 2,657,754</u>	<u>\$ 2,826,169</u>	<u>\$ 3,010,148</u>	<u>\$ 3,123,504</u>

FY 12 Original Budget - FY 12 Projected Total	\$ 183,979	7%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 122,335	4%
FY 12 Total Budget - FY 13 Total Budget	\$ 297,335	11%

¹ Includes \$60,000 for a fiber line from City Hall to the Water Treatment Plant.

Utility Admin Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Public Works Director	1	1	1	1
Utility Superintendent	2	2	1	1
Water Conservation Manager	0	0	1	1
Utility Engineer	0	0	0	1
Utility Business Operations Manager	1	1	1	1
Utility Billing Specialist II	1	1	1	1
Utility Billing Specialist I	0	0	0	1
GIS Tech	1	1	1	1
Admin Tech II	1	1	1	1
Admin Tech I	1	1	1	1
Total Full Time	8	8	8	10
Seasonal Laborer	2	2	2	2
Total Seasonal/ Temp Part Time	2	2	2	2
Utility Admin Total	10	10	10	12

New UtilityAdmin Dept Personnel

<u>Position</u>	<u>Proposed Salary</u>	<u>12.83% Retirement</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>TWC</u>	<u>Insurance</u>	<u>Total</u>
Utility Engineer	58,000	7,441	4,437	270	290	6,000	76,438
Utility Billing Specialist I	27,782 *	3,564	2,125	270	139	6,000	39,881
Totals	<u>\$ 85,782</u>	<u>\$ 11,006</u>	<u>\$ 6,562</u>	<u>\$ 540</u>	<u>\$ 429</u>	<u>\$ 12,000</u>	<u>\$ 116,319</u>

* 1st quartile in FY 13 salary grade chart

FY 13 Proposed Promotions

<u>Current Position</u>	<u>Current Salary</u>	<u>Proposed Position</u>	<u>Proposed Salary</u>	<u>Additional Estimated Benefits</u>	<u>Total Budget Increase</u>
Admin Tech II - PW	40,768	Admin Tech II/ Conservation Education Officer- PW	40,768	\$ -	\$ -
Admin Tech I - PW	25,106	Admin Tech II	28,600	\$ 594	\$ 4,088
					<u>\$ 4,088</u>

Utility Admin Capital Out

Account Number	Item	FY 13 Proposed
110-4700	Ford Fusion	
	Replace 1998 Chevy Lumina (#199)	17,000
	4700 Total	\$ 17,000
110-4720	Reuse CIP project	
	Purchase Travis County pumps at WWTP.	200,000
	4720 Total	\$ 200,000
	Total Capital Outlay	<u>\$ 217,000</u>

Utility Admin Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Bond Arbitrage Calculations	2,765	3,350	3,750	7,010
CIP Plan Mini Update	-	49,000	49,000	-
Consultant Fees (Miscellaneous)*		72,500	72,500	72,500
Credit card processing & PCI fees	96,453	100,000	95,000	100,000
Impact Fee Update	-	82,680	82,680	-
Monthly Website Fees	4,840	4,740	4,740	4,740
Quarterly Insite Fees	60,433	70,000	65,000	70,000
Reuse Master Plan	-	100,000	100,000	-
Shredding Services	-	-	235	325
Translation Services	978	900	900	1,000
Utility Bill Printing	46,264	42,000	40,000	42,000
Utility Rate Study	-	-	-	70,000
Various Projects	4,735	-	3,259	-
	<u>\$ 216,467</u>	<u>\$ 525,170</u>	<u>\$ 517,064</u>	<u>\$ 367,575</u>

*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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
American Public Works Association (APWA)	696	735	735	1,000
American Water Works Association (AWWA)	364	365	374	748
Buy Board/TASB (Procurement) City-wide membership	-	300	300	300
South Central Membrane Association (SCMA)	250	250	425	400
Texas Rural Water Association (City-wide membership)	-	-	4,750 ¹	4,750
Texas Water Utility Assoc (All Utility Departments)	980	325	325	1,100
Water Environmental Federation	-	125	125	475
	<u>\$ 2,290</u>	<u>\$ 2,100</u>	<u>\$ 7,034</u>	<u>\$ 8,773</u>

¹ Budgeted in general fund Administration in FY12.

Utility Admin Maint Contracts

Equipment/Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Audiotel Annual Maintenance	8,065	5,500	5,800	6,000
Outbound Delivery Notifications	-	2,980	2,980	3,200
Output Processor Software Maintenance	1,375	1,775	2,292	865
Quarterly Pest Control Service	250	500	500	500
Scanner & Receipt Printer	3,667	2,400	2,685	2,750
Shredder Maintenance	-	250	-	-
Security Systems	-	-	-	7,680
Utility Billing Software Maintenance	6,944	7,750	7,750	8,000
Work Order Software Monthly Fee	2,450	4,200	4,200	4,500
	\$ 22,751	\$ 25,355	\$ 26,207	\$ 33,495



Utility Maintenance

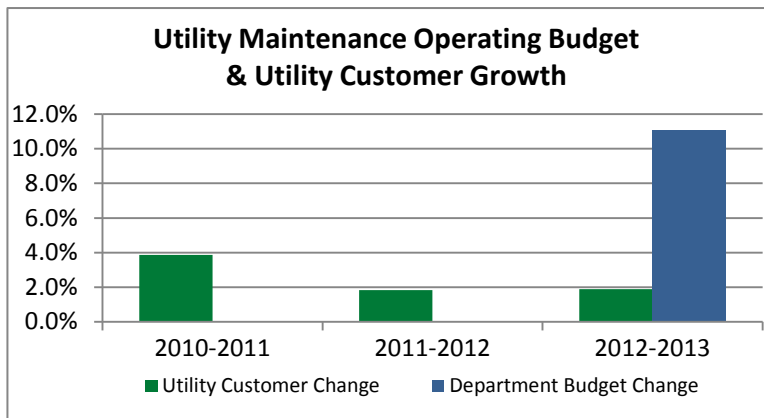
Department Description

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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Approved Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ -	804,837	761,701	827,411	3%	9%
	Operations & Maintenance	-	46,260	54,733	76,450	65%	40%
	Supplies	-	8,750	45,750	51,300	486%	12%
	Services	-	-	-	-	0%	0%
Capital Acquisition		-	18,000	18,048	20,000	11%	11%
Totals		\$ -	\$ 877,847	\$ 880,232	\$ 975,161	11%	11%

** New department for FY12.



	FY 12 Actual	FY 13 Proposed
Full Time	16	16
Part Time	0	0
Seasonal	0	0
Total	16	16

FY 13 Budget Highlights

- The move of all personnel in the FY12 budget, from Wastewater Collection to Utility Maintenance, is still affecting other departmental expenditures as we work through the first year of a newly budgeted department (Operations and Maintenance and Supplies).
- Replace a truck (Capital Acquisition).

Utility Maintenance Utility Maintenance Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating				
4000 Salaries	-	540,999	519,064	538,978
New Personnel & Promotions				20,806
4005 Overtime	-	29,000	35,000	35,000
4010 Employee Incentives	-	9,000	7,926	7,600
4015 Employee Retirement	-	72,872	71,511	74,616
4020 Social Security/Medicare	-	43,826	43,377	44,491
4030 Workers Compensation	-	16,500	5,500	5,500
4040 Employee Insurance	-	88,320	75,375	96,100
4050 Unemployment Tax	-	4,320	3,947	4,320
4200 Gasoline	-	-	37,000	42,550
4210 Vehicle Repair	-	-	5,000	11,000
4220 Equipment Repair	-	-	-	14,000
4310 Telephone	-	1,260	1,175	1,275
4405 Uniforms	-	6,000	6,000	6,000
4410 Training and Education	-	8,500	8,500	8,500
4420 Insurance	-	10,000	13,458	9,675
4433 Chemicals	-	-	-	3,500
4440 Small Tools/Equipment	-	8,750	8,750	8,750
4460 Memberships/Dues	-	-	100	-
4465 Rentals/Leases	-	-	-	2,000
4480 Other Operating Expenses	-	20,500	20,500	20,500
Total Operating	-	859,847	862,184	955,161
Capital Outlay				
4700 Equipment	-	18,000	18,048	20,000
Total Capital Outlay	-	18,000	18,048	20,000
Total Expense	\$ -	\$ 877,847	\$ 880,232	\$ 975,161

*New Department for FY12

FY 12 Original Budget - FY 12 Projected Total	\$ 2,385	0%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 95,314	11%
FY 12 Total Budget - FY 13 Total Budget	\$ 97,314	11%

Utility Maintenance Staffing

Position	FY 11 Actual*	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Utility Foreman	3	3	3	3
Utility Maintenance Tech III	0	0	0	2
Utility Maintenance Tech II	2	2	3	1
Utility Maintenance Tech I	1	1	0	0
Utility Systems Worker III	1	1	1	1
Utility Systems Worker II	3	3	2	6
Utility Systems Worker I	6	6	7	3
Total Full Time	16	16	16	16
Utility Maintenance Total	16	16	16	16

*Although this department was not created until FY 12, all positions were existing in 2011 and moved from other utility departments.

New UtilityMaint Dept Personnel

<u>Position</u>	<u>Proposed Salary</u>	<u>12.83% Retirement</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>TWC</u>	<u>Insurance</u>	<u>Total</u>
None Requested							
Totals	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

FY 13 Proposed Promotions

<u>Current Position</u>	<u>Current Salary</u>	<u>Proposed Position</u>	<u>Proposed Salary</u>	<u>Additional Estimated Benefits</u>	<u>Total Budget Increase</u>
Utility Maintenance Tech II	\$ 35,693	Utility Maintenance Tech III	\$38,000	\$ 392	\$ 2,699
Utility Maintenance Tech II	30,243	Utility Maintenance Tech III	35,464	888	6,109
Utility Systems Worker I	27,269	Utility Systems Worker II	29,224	332	2,288
Utility Systems Worker I	26,000	Utility Systems Worker II	29,224	548	3,772
Utility Systems Worker I	24,149	Utility Systems Worker II	29,224 *	863 *	2,969 *
Utility Systems Worker I	24,148	Utility Systems Worker II	29,224 *	863 *	2,969 *
*Proposed as a mid-year increase				Total	<u>\$ 20,806</u>

Utility Maintenance Capital Out

<u>Account Number</u>	<u>Item</u>	<u>FY 13 Proposed</u>
115-4700	Ford F150	
	Replace 2003 Chevy Silverado 1500 (#285) with 120,745 miles	20,000
	4700 Total	\$ 20,000
	Total Capital Outlay	<u>\$ 20,000</u>

Utility Maint Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Texas Water Utility Assoc	-	-	100	Moved to UA
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100</u>	<u>\$ -</u>

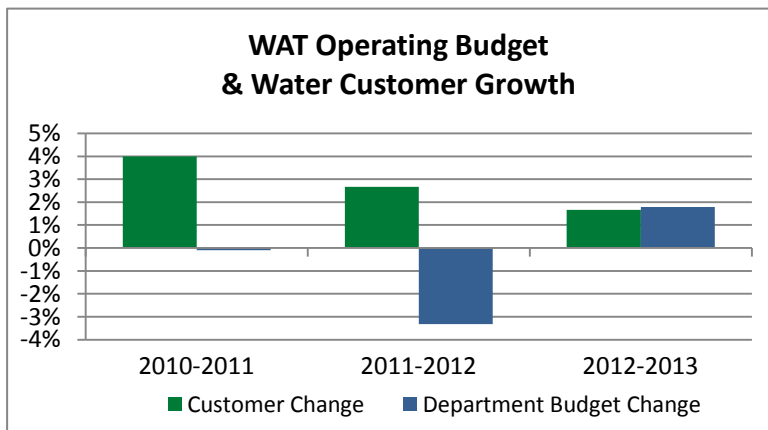
Water Department Treatment

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 11	FY 12	FY 12	FY 13	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 12 - 13 Budget	FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 212,406	213,193	206,894	215,913	1%	4%
	Operations & Maintenance	\$ 1,101,953	883,222	961,228	968,612	10%	1%
	Supplies	\$ 181,626	181,933	178,000	186,000	2%	4%
	Services	\$ 115,451	77,000	65,800	9,000	-88%	-86%
Capital Acquisition		\$ 1,177,642	20,000	24,530	75,000	275%	206%
Debt Service		\$ 1,174,044	1,180,044	1,202,345	1,058,410	-10%	-12%
Totals		\$ 3,963,122	\$ 2,555,392	\$ 2,638,797	\$ 2,512,935	-2%	-5%



Water Treatment Personnel

	FY 12 <u>Actual</u>	FY 13 <u>Proposed</u>
Full Time	4	4
Part Time	0	0
Seasonal	0	0
Total	4	4

FY 13 Budget Highlights

- The City's water intake site on the Colorado River is in Austin Energy's service area. Based on the impending Austin Energy rate increase, an increase in electricity is budgeted (Operations and Maintenance).
- Completion of a water plan is anticipated by the end of FY 12 and will not require further funding into FY 13. This plan will provide guidance for future development of the water system. This expenditure is split with the Water Distribution Department (Services).

Water Treatment Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Operating				
4000 Salaries	142,100	144,623	142,394	143,004
4005 Overtime	16,540	12,000	9,992	14,000
4010 Employee Incentives	-	-	-	-
4015 Employee Retirement	20,536	19,390	20,064	20,144
4020 Social Security/Medicare	11,925	11,661	11,612	12,011
4030 Workers Compensation	2,074	2,281	1,559	1,575
4040 Employee Insurance	18,944	22,080	20,125	24,100
4050 Unemployment Tax	288	1,158	1,147	1,080
4155 Lab Fees	4,566	9,000	9,000	9,000
4195 Other Professional Fees	110,885	68,000	56,800	-
4200 Gasoline	10,298	11,357	9,000	11,000
4210 Vehicle Repair	2,285	2,750	1,500	2,000
4220 Equipment Repair	244	1,250	2,500	2,500
4300 Electricity	662,474	564,511	655,000	694,127
4310 Telephone	6,979	7,150	6,685	7,025
4320 Water	2,459	350	222	350
4405 Uniforms	513	1,600	1,600	1,600
4410 Training and Education	2,896	2,400	2,400	2,400
4420 Insurance	17,626	17,626	16,343	17,160
4433 Chemicals	165,984	160,000	160,000	170,000
4440 Small Tools/Equipment	3,944	9,076	9,000	5,000
4460 Membership/Dues	250	200	-	-
4465 Rentals/Leases	670	1,500	1,500	1,500
4470 Publications/Software	1,400	1,500	-	-
4480 Other Operating	16,154	18,000	15,000	11,000
4485 State Permits	21,029	22,000	19,938	22,000
4510 Maintenance Contracts	21,144	50,885	54,085	58,950
4520 Maintenance and Repairs	315,932	95,000	140,000	148,000
4535 Membrane Replacement	31,298	98,000	44,455	-
Total Operating Expense	1,611,436	1,355,348	1,411,922	1,379,525

Water Treatment Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
Capital Outlay				
4700 Equipment	64,414	20,000	20,000	75,000
4720 Improvements O/T Buildings	1,113,228	-	4,530	-
Total Capital Outlay	1,177,642	20,000	24,530	75,000
Debt Service				
4800 Debt Service Interest	1,098,088	1,095,669	1,117,970	950,882
4810 Debt Service Principal	75,600	84,000	84,000	107,153
4815 Debt Service Fees	356	375	375	375
Total Debt Service	1,174,044	1,180,044	1,202,345	1,058,410
Total Expense	\$ 3,963,122	\$ 2,555,392	\$ 2,638,797	\$ 2,512,935

FY 12 Original Budget - FY 12 Projected Total	\$ 83,405	3%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 24,177	2%
FY 12 Total Budget - FY 13 Total Budget	\$ (42,457)	-2%

Water Treatment Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Treatment Plant Operator III	1	1	1	1
Treatment Plant Operator II	2	2	3	3
Treatment Plant Operator I	1	1	0	0
Total Full Time	4	4	4	4
Water Treatment Total	4	4	4	4

Water Treatment Capital Outlay

Account Number	Item	FY 13 Proposed
120-4700	Permeate Pump	
	Replace 2005 permeate pump	\$ 75,000
	4700 Total	\$ 75,000

4195 Water Treatment Other Prof Fee

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Action Plan Update for Lake Dam	4,100	-	-	-
Meter Testing at Plant/Wells	250	3,200	-	-
SCADA	11,535	8,000	-	-
Water Master Plan**	95,000	56,800	56,800	-
	\$ 110,885	\$ 68,000	\$ 56,800	\$ -

**split 50/50 with Water Distribution department.

4460 Water Treatment Membership

<u>Vendors</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
South Central Membrance Assoc (SCMA)	250	200	-	-
	<u><u>\$ 250</u></u>	<u><u>\$ 200</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

4510 Water Treatment Maintenance Contracts

<u>Equipment</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
Alarm Monitoring	2,861	4,548	4,548	5,000
Calibrate & Loop Test	-	2,300	2,300	2,500
Lab Instrumentation Service	9,001	9,202	9,202	10,500
SCADA Maintenance Quarterly Visits	-	12,000	12,000	14,000
Zeno-Trac Monitoring system	8,970	14,885	14,885	15,500
Meter Testing	250	3,200	3,200	3,500
Vacuum pumps/ compressors	312	7,950	7,950	7,950
	<u>\$ 21,394</u>	<u>\$ 54,085</u>	<u>\$ 54,085</u>	<u>\$ 58,950</u>

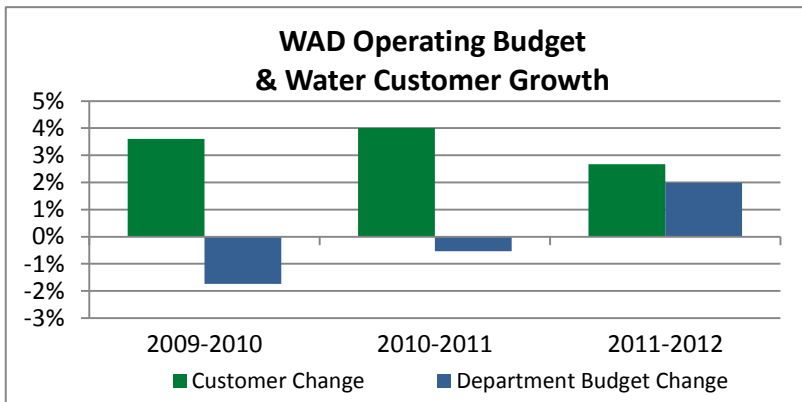
Water Department Distribution

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



Financial Summary		FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 452,491	212,310	198,971	208,861	-2%	5%
	Operations & Maintenance	\$ 4,280,310	4,012,899	4,043,362	4,189,950	4%	4%
	Supplies	\$ 59,016	60,382	29,300	31,300	-48%	7%
	Services	\$ 108,081	75,800	74,800	18,000	-76%	-76%
	Capital Acquisition	\$ 2,403,294	305,500	105,596	1,393,500	356%	1220%
	Debt Service	\$ 2,398,858	2,093,975	2,088,554	1,975,017	-6%	-5%
	Totals	\$ 9,702,050	\$ 6,760,866	\$ 6,540,583	\$ 7,816,629	16%	20%



	FY 12 Actual	FY 13 Proposed
Full Time	4	4
Part Time	0	0
Seasonal	0	0
Total	4	4

FY 13 Budget Highlights

- Begun in the FY 12 budget, routine maintenance to paint several water towers is included in the FY 13 budget, this project is expected to span several years and will eventually incorporate all of the City's water towers (Operations and Maintenance).
- The FY 12 reorganization of the Utility departments, which moved all maintenance personnel to Utility Maintenance, is still affecting other departmental expenditures as we work through the first year of a newly budgeted department (Supplies).
- Completion of a water plan is anticipated by the end of FY 12 and will not require further funding into FY 13. This plan will provide guidance for future development of the water system. This expenditure is split with the Water Treatment Department (Services).
- Replace a truck (Capital Acquisition).
- Complete improvements to the Pfennig Lane booster pump station and transmission mains leading to the station. Also, construct transmission mains along Colorado Sand and Kelly Lane in conjunction with associated roadway projects (Capital Acquisition).

Water Distribution Expense

	Operating	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
4000	Salaries	320,420	151,940	144,043	145,724
	<i>New personnel and promotions</i>		-		3,285
4005	Overtime	11,449	4,000	2,000	2,000
4010	Employee Incentives	4,607	720	813	720
4015	Employee Retirement	43,563	18,696	18,566	19,045
4020	Social Security/Medicare	25,091	11,244	10,557	11,356
4030	Workers Compensation	5,103	2,550	1,540	1,550
4040	Employee Insurance	41,505	22,080	20,388	24,100
4050	Unemployment Tax	753	1,080	1,065	1,080
4155	Lab Fees	9,286	18,000	18,000	18,000
4195	Other Professional Fees	98,795	57,800	56,800	-
4200	Gasoline	32,411	38,082	12,500	12,500
4210	Vehicle Repair	8,356	8,000	8,000	3,000
4220	Equipment Repair	9,507	6,500	5,000	1,500
4300	Electricity	254,989	219,296	220,000	230,000
4310	Telephone	960	960	575	550
4405	Uniforms	1,602	1,600	1,600	1,600
4410	Training and Education	3,625	1,250	1,250	1,250
4420	Insurance	14,310	13,560	8,250	6,650
4433	Chemicals	18,689	18,000	14,000	16,000
4440	Small Tools/Equipment	6,515	2,800	2,800	2,800
4465	Rentals/Leases	4,504	3,000	1,500	1,500
4470	Publications/Software	1,400	1,500	-	-
4480	Other Operating Expenses	9,464	2,500	3,400	3,400
4485	State Permits	-	7,000	7,000	7,000
4510	Maintenance Contracts	12,895	15,800	15,860	18,500
4520	Maintenance and Repairs	58,104	145,000	145,000	145,000
4625	Wholesale Water	2,038,853	1,750,000	1,850,000	1,800,000
4630	Water District Payments	263,970	200,000	275,000	250,000
4635	Water Conservation	10,047	15,000	6,000	15,000
4636	Manville Payment	23,581	22,813	10,000	15,000
4640	Water Meters	105,909	106,080	106,472	110,000
4660	LCRA Water Purchases	1,459,633	1,494,540	1,378,455	1,580,000
	Total Operating Expense	4,899,898	4,361,391	4,346,433	4,448,111

Water Distribution Expense

		<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
Capital Outlay					
4700	Equipment	33,956	44,000	44,096	20,000
4720	Improvements o/t buildings	2,369,338	261,500	61,500	1,373,500
Total Capital Outlay		2,403,294	305,500	105,596	1,393,500
Debt Service					
4800	Debt Service Interest	1,063,075	1,104,885	1,099,004	935,531
4810	Debt Service Principal	1,031,980	988,290	988,750	1,038,686
4815	Debt Service Fees	759	800	800	800
4820	Bond Issuance Cost	303,044	-	-	-
Total Debt Service		2,398,858	2,093,975	2,088,554	1,975,017
Total Expense		<u>\$ 9,702,050</u>	<u>\$ 6,760,866</u>	<u>\$ 6,540,583</u>	<u>\$ 7,816,629</u>

FY 12 Original Budget - FY 12 Projected Total	(220,283)	-3%
FY 12 Operating Budget - FY 13 Operating Budget	86,720	2%
FY 12 Total Budget - FY 13 Total Budget	1,055,763	16%

Water Distribution Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Senior Meter Technician	0	0	0	1
Meter Technician III	1	1	2	1
Meter Technician II	2	2	1	2
Meter Technician I	1	1	1	0
Total Full Time	4	4	4	4
Water Distribution Total	4	4	4	4

New Water Distrib Personnel

<u>Position</u>	<u>Proposed Salary</u>	<u>12.83% Retirement</u>	<u>7.65% SS/Med Taxes</u>	<u>3.0% TEC</u>	<u>TWC</u>	<u>Insurance</u>	<u>Total</u>
None Requested							
Totals	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

FY 13 Proposed Promotions

<u>Current Position</u>	<u>Current Salary</u>	<u>Proposed Position</u>	<u>Proposed Salary</u>	<u>Additional Estimated Benefits</u>	<u>Total Budget Increase</u>
Meter Technician III	45,406	Sr. Meter Technician	\$ 45,406	\$ -	\$ -
Meter Technician I	26,416	Meter Technician II	\$ 29,224	\$ 477	\$ 3,285
				Totals	<u>\$ 3,285</u>

Water Distribution Capital Out

Account Number	Item	FY 13 Proposed
130-4700	F150	
	Replace 2003 Chevy Silverado 1500 (#284) with 107,301 miles	\$ 20,000
	4700 Total	\$ 20,000
130-4720	Pfennig Ground Storage Tank & yard piping upgrades	\$ 125,000
130-4720	Pfennig pump station upgrades (1 pump)	\$ 37,500
130-4720	Pflugerville Pkwy transmission main extension and connection to Pfennig Booster Pump Station	\$ 96,900
130-4720	Pfennig Lane transmission main upgrade - Rocky Creek to FM 685	\$ 52,100
130-4720	Pfennig Lane transmission main upgrade - Rocky Creek to Railroad Ave	\$ 20,500
130-4720	Downtown pressure zone re-delineation	\$ 81,000
130-4720	Colorado Sand Transmission Main	\$ 233,500
130-4720	Kelly Lane Transmission Main	\$ 727,000
	4720 Total	\$ 1,373,500
	Total Capital Outlay	\$ 1,393,500

Water Distrib Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Translating Services	-	1,000	-	-
Water Master Plan**	95,000	56,800	56,800	-
Windermere Water Transmission	3,795	-	-	-
	\$ 98,795	\$ 57,800	\$ 56,800	\$ -

**split 50/50 with Water Treatment department.

Water Distrib Maint Contracts

Equipment	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Chlorine injection Equipment	-	2,500	2,500	3,000
Meter Reading Equipment	8,690	8,300	8,300	10,000
Tank Maintenance	2,205	2,250	2,310	2,500
Tank Inspections	2,000	2,750	2,750	3,000
	\$ 12,895	\$ 15,800	\$ 15,860	\$ 18,500

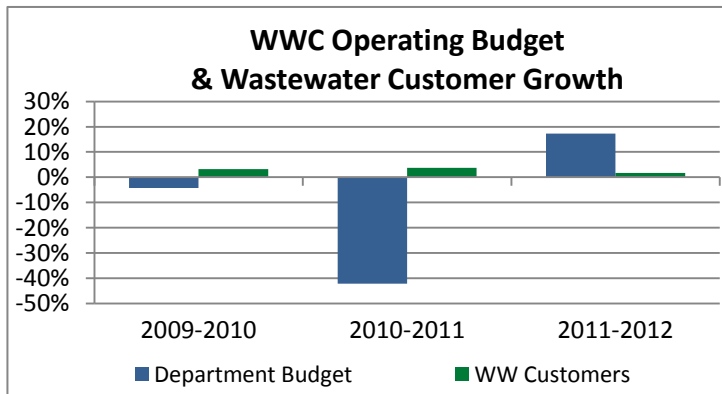
Wastewater Department Collection

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 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed Budget	% Change FY 12 - 13 Budget	% Change FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 276,703	-	-	-	0%	0%
	Operations & Maintenance	253,922	297,559	285,874	285,875	-4%	0%
	Supplies	22,434	21,466	1,500	-	-100%	-100%
	Services	-	23,500	23,000	116,000	394%	404%
Capital Acquisition		1,557,217	239,000	238,998	1,062,000	344%	344%
Debt Service		939,169	935,416	941,206	837,278	-10%	-11%
Totals		\$ 3,049,445	\$ 1,516,941	\$ 1,490,578	\$ 2,301,153	52%	54%



	FY 12 Actual	FY 13 Proposed
Full Time	0	0
Part Time	0	0
Seasonal	0	0
Total	0	0

FY 13 Budget Highlights

- The move of all personnel in the FY12 budget, from Wastewater Collection to Utility Maintenance, is still affecting other departmental expenditures as we work through the first year of a newly budgeted department (Supplies).
- Commission the preparation of a wastewater master plan. This expenditure is split with the Wastewater Treatment department (Services).
- Replace aging pump controls at the Little Blackhawk Lift Station (Capital Acquisition).
- Replace aging, high maintenance sewer inspection/camera van (Capital Acquisition).
- Construct Rowe Loop Wastewater Service extension (Capital Acquisition).

Wastewater Collection Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	192,696	All positions	All positions	All positions
4005 Overtime	6,340	moved to	moved to	moved to
4010 Employee Incentives	4,085	Utility	Utility	Utility
4015 Employee Retirement	26,422	Maintenance	Maintenance	Maintenance
4020 Social Security/Medicare	14,988	Department in	Department in	Department in
4030 Workers Compensation	2,214	FY 12.	FY 12.	FY 12.
4040 Employee Insurance	29,384	-	-	-
4050 Unemployment Tax	574	-	-	-
4155 Lab Fees	-	1,000	500	1,000
4195 Other Professional Fees	-	22,500	22,500	115,000
4200 Gasoline	17,506	19,966	Moved to Utility Maintenance	
4210 Vehicle Repair	4,582	5,000	5,000	Utility Maint.
4220 Equipment Repair	7,492	9,000	4,000	Utility Maint.
4300 Electricity	89,580	90,000	97,000	97,000
4310 Telephone	2,661	2,600	2,475	2,550
4320 Water	748	800	1,000	1,000
4405 Uniforms	1,787	-	-	Utility Maint.
4410 Training and Education	3,797	-	-	Utility Maint.
4420 Insurance	6,212	4,032	355	325
4433 Chemicals	1,186	1,500	1,500	-
4440 Small Tools/Equipment	3,679	-	-	Utility Maint.
4465 Rentals/Leases	51	500	1,000	Utility Maint.
4470 Publications/Software	63	-	-	-
4480 Other Operating Expenses	11,426	-	-	Utility Maint.
4520 Maintenance and Repairs	115,585	135,000	135,000	135,000
4620 Sludge Disposal	3,172	20,000	12,000	20,000
4626 Wholesale Wastewater Windermere	6,829	30,627	28,044	30,000
Total Operating	553,059	342,525	310,374	401,875
Capital Outlay				
4700 Equipment	57,217	14,000	13,998	212,000
4720 Improvements o/t Buildings	1,500,000	225,000	225,000	850,000
Total Capital Outlay	1,557,217	239,000	238,998	1,062,000

Wastewater Collection Expense

	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
Debt Service				
4800 Debt Service Interest	676,638	668,651	675,181	556,820
4810 Debt Service Principal	262,170	266,365	265,675	280,108
4815 Debt Service Fees	361	400	350	350
4820 Bond Issuance Cost	-	-	-	-
Total Debt Service	939,169	935,416	941,206	837,278
Total Expense	<u>\$ 3,049,445</u>	<u>\$ 1,516,941</u>	<u>\$ 1,490,578</u>	<u>\$ 2,301,153</u>

FY 12 Original Budget - FY 12 Projected Total	\$ (26,363)	-2%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 59,350	17%
FY 12 Total Budget - FY 13 Total Budget	\$ 784,212	52%

Wastewater Collection Cap Out

Account Number	Item	FY 13 Proposed
160-4700	Pump and control upgrade for Little Blackhawk Lift Station Replacing 18+ year old pump controls.	12,000
160-4700	Camera Van for Inspection Equipment (Replace Unit 239) Vehicle to transport sewer cameras and inspection equipment to sites.	200,000
	4700 Subtotal	\$ 212,000
160-4720	Rowe Loop Wastewater Service extension	850,000
	4720 Subtotal	\$ 850,000
	Total Capital Outlay	\$ 1,062,000

WW Collection Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Wastewater Master Plan*	-	22,500	22,500	115,000
	\$ -	\$ 22,500	\$ 22,500	\$ 115,000

*Split with Wastewater Treatment



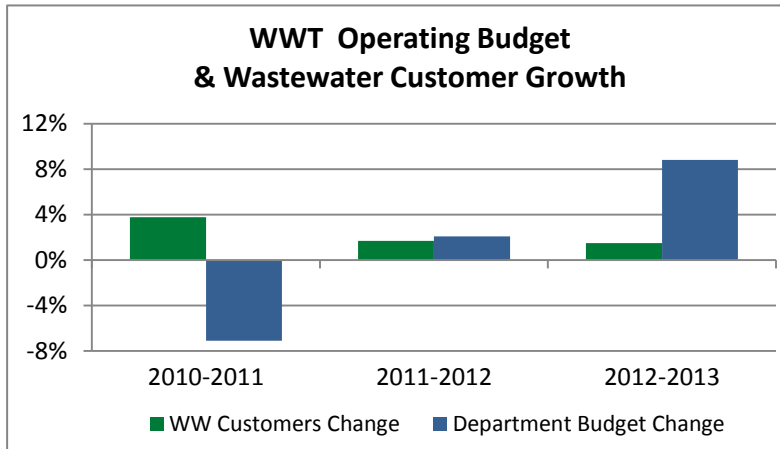
Wastewater Department Treatment

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 11	FY 12	FY 12	FY 13	% Change	% Change
		Actual	Budget	Projected	Proposed Budget	FY 12 - 13 Budget	FY 12 Projected to FY 13 Budget
Operating	Personnel	\$ 298,785	364,811	351,021	377,735	4%	8%
	Operations & Maintenance	682,237	696,951	688,973	716,285	3%	4%
	Supplies	319,575	364,200	357,000	372,200	2%	4%
	Services	89,679	82,500	89,694	175,000	112%	95%
	Capital Acquisition	280,380	278,000	18,048	300,000	8%	1562%
	Debt Service	1,446,175	1,447,829	1,458,629	1,422,592	-2%	-2%
Totals		\$3,116,831	\$3,234,291	\$2,963,364	\$3,363,812	4%	14%



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

FY 13 Budget Highlights

- A budgeted increase in supplies is anticipated due to increased usage and cost of chemicals.
- Commission preparation of a wastewater master plan. This expenditure is split with the Wastewater Collection department (Services).
- Replace two aging, high mileage trucks (Capital Acquisition).
- Delay preliminary engineering (PER) on the expansion of the Central Wastewater Treatment Plant from FY 12 to FY 13, pending the completion of the Wastewater Master Plan (Capital Acquisition).

Wastewater Treatment Expense

<u>Operating</u>	<u>FY 11 Actual</u>	<u>FY 12 Approved Budget</u>	<u>FY 12 Projected Total</u>	<u>FY 13 Proposed Budget</u>
4000 Salaries	212,194	246,868	246,835	254,636
4005 Overtime	7,278	15,000	12,000	15,000
4010 Employee Incentives	820	725	720	720
4015 Employee Retirement	28,440	32,677	33,258	34,687
4020 Social Security/Medicare	16,343	19,652	15,415	20,682
4030 Workers Compensation	2,304	3,314	1,738	1,750
4040 Employee Insurance	30,778	44,415	39,000	48,100
4050 Unemployment Tax	628	2,160	2,056	2,160
4155 Lab Fees	52,804	60,000	55,000	60,000
4195 Other Professional Fees	36,875	22,500	34,694	115,000
4200 Gasoline	31,315	32,200	25,000	32,200
4210 Vehicle Repair	12,082	7,500	7,500	8,000
4220 Equipment Repair	9,178	12,000	12,000	12,000
4300 Electricity	316,481	310,000	308,500	315,000
4310 Telephone	60	60	60	60
4320 Water Expense	322	300	400	400
4405 Uniforms	1,872	3,200	3,200	3,200
4410 Training and Education	4,226	3,750	3,750	3,750
4420 Insurance	15,141	15,141	18,830	19,775
4433 Chemicals	286,371	325,000	325,000	335,000
4440 Small Tools/Equipment	1,889	7,000	7,000	5,000
4460 Memberships/Dues	-	-	100	-
4465 Rentals/Leases	136	20,000	18,000	20,000
4480 Other Operating	13,189	17,500	16,000	17,500
4485 State Permits	18,913	35,000	34,000	35,000
4510 Maintenance Contracts	15,283	16,500	16,633	23,600
4520 Maintenance and Repairs	101,913	88,000	88,000	110,000
4620 Sludge Disposal	160,241	150,000	145,000	130,000
4627 Water softener rebate program	13,200	18,000	17,000	18,000
Total Operating	1,390,276	1,508,462	1,486,688	1,641,220

Wastewater Treatment Expense

	FY 11 Actual	FY 12 Approved Budget	FY 12 Projected Total	FY 13 Proposed Budget
Capital Outlay				
4700 Equipment	9,969	18,000	18,048	40,000
4710 Buildings	34,881	-	-	-
4720 Improvements o/t Buildings	235,530	260,000	-	260,000
Total Capital Outlay	280,380	278,000	18,048	300,000
Debt Service				
4800 Debt Service Interest	957,432	942,074	950,854	919,122
4810 Debt Service Principal	488,175	505,105	507,175	502,870
4815 Debt Service Fees	568	650	600	600
4820 Bond Issuance Costs	-	-	-	-
Total Debt Service	1,446,175	1,447,829	1,458,629	1,422,592
Total Expense	\$ 3,116,831	\$ 3,234,291	\$ 2,963,364	\$ 3,363,812

FY 12 Original Budget - FY 12 Projected Total	\$ (270,927)	-8%
FY 12 Operating Budget - FY 13 Operating Budget	\$ 132,758	9%
FY 12 Total Budget - FY 13 Total Budget	\$ 129,521	4%

Wastewater Treatment Staffing

Position	FY 11 Actual	FY 12 Budget	FY 12 Actual	FY 13 Proposed
Foreman	1	1	1	1
Treatment Plant Operator III	1	1	2	2
Treatment Plant Operator II	2	2	1	1
Equipment Operator II	2	2	2	2
Equipment Operator I	1	2	2	2
Total Full Time	7	8	8	8
Wastewater Treatment Total	7	8	8	8

Wastewater Treatment Cap Out

Account Number	Item	FY 13 Proposed
170-4700	Ford F150 (Replace #202)	
	Replace 1998 Ford F150 (#201) with 162,195 miles.	20,000
170-4700	Ford F150 (Replace #201)	
	Replace 1998 Ford F150 (#202) with 104,254 miles.	20,000
	4700 Subtotal	\$ 40,000
170-4720	Central Wastewater Treatment Plant	
	Preliminary Engineering for expansion of the Central Wastewater Treatment Plant.	260,000
	4720 Subtotal	\$ 260,000
	Total Capital Outlay	\$ <u>300,000</u>

WW Treatment Other Prof Fees

Service	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Central WWTP 2011 TPDES Permit Renewal	33,946	-	5,530	-
Wastewater Operational Support	-	-	5,843	-
Central WWTP EPA Risk Mgmt Plan Update	2,929	-	821	-
Wastewater Master Plan*	-	22,500	22,500	115,000
	\$ 36,875	\$ 22,500	\$ 34,694	\$ 115,000

*Split with Wastewater Collection

WW Treatment Memberships

Vendors	FY 11 Actual	FY 12 Budget	FY 12 Projected	FY 13 Proposed
Texas Water Utility Association	-	-	100	Utility Admin
	\$ -	\$ -	\$ 100	\$ -

WW Treatment Main Contracts

<u>Equipment</u>	<u>FY 11 Actual</u>	<u>FY 12 Budget</u>	<u>FY 12 Projected</u>	<u>FY 13 Proposed</u>
Annual Preventative Maintenance	3,450	3,600	3,600	3,800
Treatment Plant Equipment	3,718	3,900	4,033	9,800
Generators	8,115	9,000	9,000	10,000
	<u>\$ 15,283</u>	<u>\$ 16,500</u>	<u>\$ 16,633</u>	<u>\$ 23,600</u>