City of Cleburne, Texas
Annual Budget
Fiscal Year 2014-2015

City of Cleburne, Texas
Annual Budget
Fiscal Year 2014-2015
Adopted September 23, 2014

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This budget will raise less revenue from property taxes than last year's budget by an amount of $464,589, which is a .2943% decrease from last year's budget.

The record vote for each member of the governing body by name voting on the adoption of the budget was as follows:

FOR: Mayor Scott Cain, Mayor Pro-Tem Dr. Robert Kelly, Councilman Dale Sturgeon, Councilman John Warren, Councilwoman Gayle White

The municipal property tax rates for the preceding fiscal year, and each municipal property tax rate that has been adopted or calculated for the current fiscal year, include:

	Fiscal Year 2014-2015	Fiscal Year 2013-2014
Property Tax Rate	$0.804018	$0.804018
Effective Rate	$0.815834	$0.775212
Effective Maintenance &Operations Tax Rate	$0.669012	$0.652308
Rollback Tax Rate	$0.849856	$0.856202
Debt Rate	$0.135006	$0.151710

The total amount of outstanding municipal debt obligations secured by property taxes is $16,452,733. The total amount of outstanding debt obligations considered self-supporting is $14,585,000. Self-supporting debt is currently secured by 4B Corporation sales tax revenues. In the event such amounts are insufficient to pay debt service, the City will be required to asses an ad valorem tax to pay such obligations.

Fiscal Year 2014-2015 Principal and Interest Requirements for Debt Service are:

Property Tax Supported Debt: $2,523,133
Self-Supporting Debt: $1,180,043

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Cleburne

Texas

For the Fiscal Year Beginning

October 1, 2013

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award for Distinguished Budget Presentation to the City of Cleburne for its annual budget for the fiscal year beginning October 1, 2013.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and are submitting it to GFOA to determine its eligibility for another award.

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p.o. box 677 10 n. robinson cleburne, texas 76033 (817) 645-0900

Budget Year 2014-2015

Principal Officials

Mayor Scott Cain

Mayor Pro-Tem Dr. Robert O. Kelly, District 1

Councilwoman Gayle White, District 2

Councilman Dale Sturgeon, District 3

Councilman John Warren, District 4

Appointed Officials by Council

City Manager, Rick Holden

Municipal Judge, F. Steve McClure

Division Directors

Assistant City Manager/Public Works Director, David Esquivel

Director of Finance, Kim Galvin

Police Chief, Rob Severance

Fire Chief, Clint Ishmael

Human Resources Director, Debra Powledge

City Secretary, Shelly Doty

Principal Officials

City of Cleburne, Texas

Duties of The Council and Mayor

The municipal government provided by the City Charter shall be known as the "Council-Manager Government". Pursuant to its provisions and subject only to the limitations imposed by the State Constitution and by the City Charter, all power of the City shall be vested in an elective Council, hereafter referred to as "The Council", shall enact local legislation, adopt budgets, determine policies and employ the City Manager, who shall execute the laws and administer the government of the City.

The Council and Mayor shall hold office two (2) years, respectively and until their successors are elected and have been qualified.

Two (2) councilmembers and a mayor shall be elected each even-numbered year. Two (2) councilmembers shall be elected each odd-numbered year.

The City shall divide into districts, with councilmembers elected from their respective districts.

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Principal Officials

City of Cleburne, Texas

Mayor
Scott Cain

Mayor Pro Tem
Councilman, District 1
Dr. Robert Kelly

Councilwoman, District 2
Gayle White

Councilman, District 3
Dale Sturgeon

Councilman, District 4
John Warren

Principal Officials

City of Cleburne, Texas

Director of Finance
Kim Galvin

Police Chief
Rob Severance

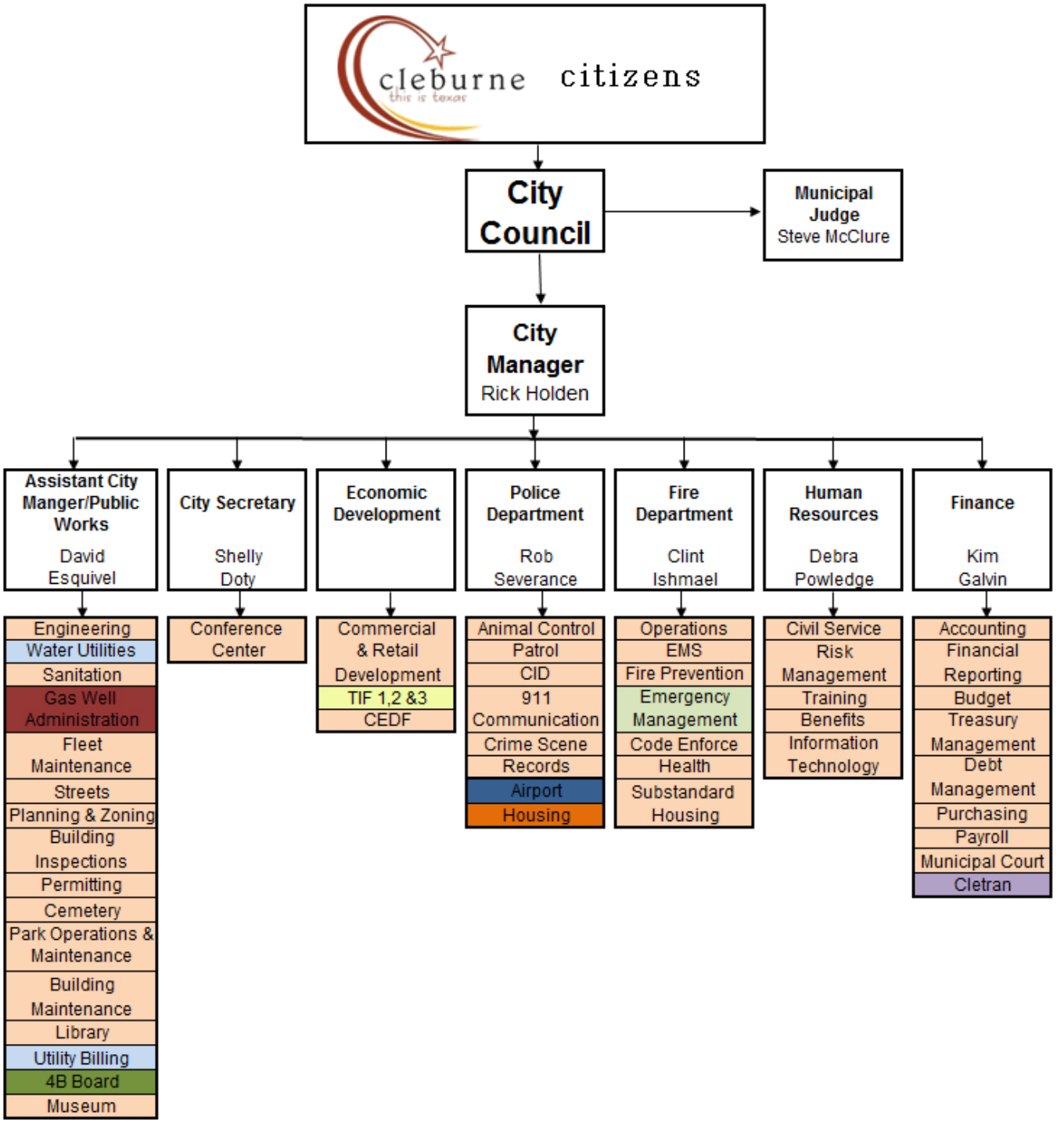
Human Resources Director
Debra Powledge

City Manager
Rick Holden

Assistant City Manager/Public Works Director
David Esquivel

Fire Chief
Clint Ishmael

City Secretary
Shelly Doty



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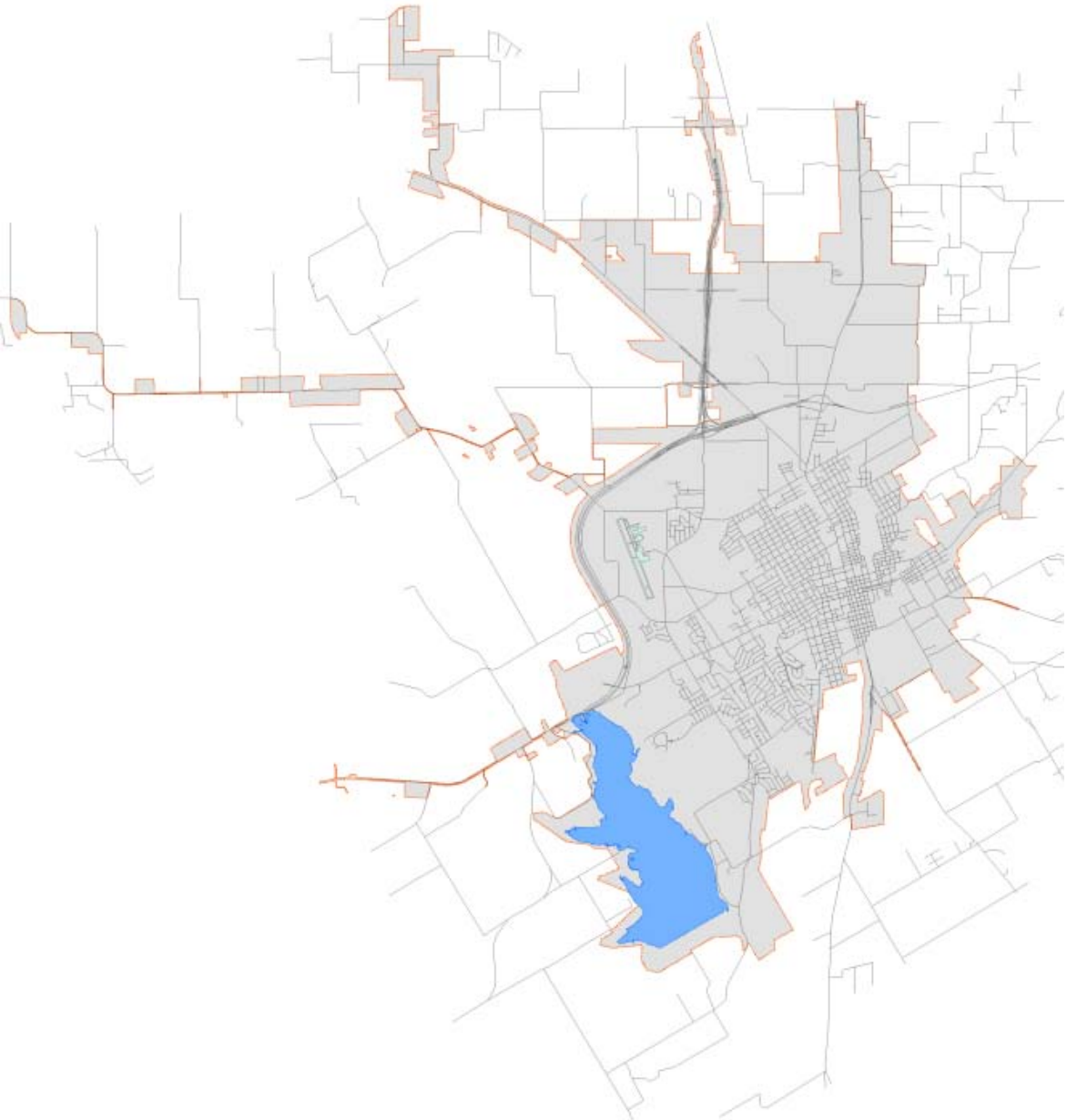
Texas State Map with The City of Cleburne



Cleburne (the blue asterisk above) is located inside the DF/W Metroplex area. The fastest growing area of the state is said to be within the Metroplex Triangle of DF/W, San Antonio-Austin and Houston as shown above.

Budget Message

2014-2015

city of cleburne
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Mayor
Scott Cain

Mayor Pro-Tem
Dr. Robert O. Kelly

Councilmembers
Gayle White
Dale Sturgeon
John Warren

Interim City Manager
Rob Severance

Mayor and City Council
City of Cleburne
Cleburne, Texas

Presented herewith is the FY 2014-2015 budget for the City of Cleburne. This budget represents the efforts of the staff and the Council to meet operational and financial needs of the community.

For the fourth year in row this budget results in neither lay-offs nor curtailments to any service levels. However, property devaluation and a continuing reduction in natural gas royalties have forced staff to continue to do more with less, a trend in recent years. We continue to reassess our processes and have combined some work groups to gain greater synergy.

Due to efforts to curb expenses and a projected increase in sales tax revenue, this budget did not include an ad valorem tax increase. The water and sewer fund required increases to both water and sewer rates this year.

With the opening of SH121 this past year, our community continues to look toward a brighter future with new residential, commercial, and industrial growth opportunities. Such growth will add to the tax base and will also add much needed sales tax revenue to the City's financials going forward.

The Mayor and City Council, along with staff, are to be commended for their conservatism, diligence, and future thought in meeting the needs of the residents and taxpayers of Cleburne.

Respectfully submitted,

Robert H. Severance III
Interim City Manager

10 n robinson • po box 677 • cleburne, texas 76033 • 817-645-0900

BUDGET OVERVIEW

The city has been branded “Cleburne: This is ….” As the city continues to grow, the needs of the citizens will evolve. Today Cleburne is Texas, growing, exciting, splashy and family. Leaders in the city must be diligent in their quest to remain cognizant of this ever changing environment. With this in mind, the vision is to be a resourceful, safe and vibrant community in which to live, work, play and shop through managed growth and planning. The mission of the City of Cleburne is to facilitate services that enhance “quality of life” and progressive commerce for those who live, work and visit our community through the following core values: to provide responsive, efficient, effective and transparent government, to promote fiscal responsibility, to provide exceptional customer service, and to provide for the health and safety of the general public.

The city is facing tremendous growth opportunity since the completion of Highway 121 in the spring of 2014. While this opportunity is exciting it does provide some challenges; challenges the council and staff have begun to aggressively address. In the summer of 2012, the council directed the staff to begin a charter revision, ordinance review and annexation review. Committees were soon established, town hall meetings attended and the culmination of these meetings resulted in charter revisions that were adopted by the voters in May 2013. An annexation committee was also established and the City annexed approximately 5,000 acres in November 2012. Council also directed the staff to update the comprehensive land use plan and downtown master plan. All of these preparations will provide much needed guidance as growth expectations are realized. This proactive agenda should also provide citizens with some assurance that property values, infrastructure and citizen services will not be diminished. During this current budget process, these challenges guided the council and staff as they prepared to meet current demands and prepare for the future.

The council employed the use of multi-year financial statements during the budget process as a means of forecasting the effects of service changes, revenue changes and future capital needs. These statements were used to provide a simplistic perspective on the effects of growth on the maintenance and operations costs as well as revenue needs and capital assessment. These statements are not included in this year’s document as they were not deemed to add value to the document. However, in future years it is the desire of the council to expand these now simplistic statements so that they reflect a more detailed look at the future needs and expectations of the city and to include these expanded statements in the official budget document.

The budget overview message outlines significant changes and highlights policy issues in the 2014-2015 Budget. This document outlines major budget issues, budgetary information, and provides the City Council and citizens of Cleburne with valuable insight and understanding of the 2014-2015 Budget. This budget reflects the philosophy of retaining the City's fiscal integrity, maintaining existing services, improving the cost-effective delivery of services, while still recommending a conservative balanced budget. With a decline in property values and sales tax, this budget was balanced through increased property tax rate and prudent expenditure forecasts.

The annual budget is submitted Pursuant to Article 689a 13et. Seq., Vernon's Annotated Texas Civil Statutes and the Charter of the City of Cleburne. The available resources and expenditures allocated comprise a plan for financing city services from October 1, 2014 to September 30, 2015.

BUDGET IN GENERAL

The budget is a comprehensive plan expressed primarily in financial terms and performance measurements for services to meet the needs of the citizens of Cleburne. The City's Budget is considered to be a combination of a line item and performance budget. The Budget has two main purposes:

(1) The budget provides the city staff with the opportunity to present recommendations for levels of service and methods for financing those services in the coming year.

(2) Secondly, it provides the most effective control possible for the Mayor and Council. The council has the opportunity to judge the adequacy of the recommended programs and to set the level of city services by comparing the needs of one service with others. The budget has been built on conservative financial principles. It reflects staff and Council commitment to maintaining necessary services and improving the quality of operations while keeping expenditures at a minimum.

The 2014-2015 Budget has been enhanced by using more charts, graphs and trend information. This format will allow the reader to obtain a better understanding of how their tax dollars and user fees are being spent. The budget document is also available on the internet for all citizens via the city homepage at www.cleburne.net.

Steps taken in preparing the 2014-2015 Budget included:

(1) Each department manager was given directions to submit a budget that reduced costs to the minimum level necessary to maintain current service levels.

(2) The Capital Improvement Program includes a Leased Equipment Improvement Program and a five-year Capital Improvement Program. All rolling stock and recurring equipment for the General Fund will be purchased through the Leased Equipment Improvement Fund. The five year Capital Improvement Program includes projects which have been approved by Council for the current year as well as departmental projections for the next four years which are used for planning purposes only. All projects will be considered in the appropriate budget year.

Procedures followed in budget preparation were:

(1) Prepared a budget calendar in January 2014.

(2) Reviewed budget with City Manager concerning highlights, issues and recommendations from June 2014 to August 2014.

(3) Submitted and discussed the City Manager's balanced budget to the City Council in August 2014.

(4) Held a public hearing and adopted the budget on September 23, 2014.

Important Features of Budget Administration:

(1) The City of Cleburne's budget can be amended by the City Council in any of the following methods: through line item changes at the departmental level, changes between departments or programs, and changes in the total appropriation. The City Manager may start this process at any time, with the approval of the Council, in order to transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within an office, department or agency. Another provision in the Charter states that at the request of the City Manager and within the last three months of the budget year, the Council may, by resolution, transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another.

In addition to the above amendments, staff presents a report of revenue and expenditures to the Council each month. This provides the opportunity for adjustments, if needed, to budgeted revenues and expenditures based on actual results during the fiscal year.

(2) Appropriations lapse at the end of the fiscal period requiring a budget amendment to account for expenditures budgeted in one fiscal period, but expended in the next fiscal period. If these items are known in advance, the expenditures will be properly allocated in the new budget.

THE BUDGETARY PROCESS

The City of Cleburne's budgeting process, maintained at the departmental level, began February 11, 2014 with the Director of Finance issuing instructions and dates for the submission of revenue projections, operating budget requests and capital improvement requests. Revenue projections were due on February 28, 2014, with the analysis of projected resources for the coming year. Capital Project Request forms were also due on March 3, 2014. Budget requests were to be entered into the city budget software by May 2, 2014. The City continues to utilize mBudget, a web based budgeting program by McLain Decision Support Systems. The Director of Finance compiled the department's data and presented it to the City Manager on July 8, 2014. The City Manager reviewed the department requests, and presented the budget to the Council on August 5, 2014 during a special Budget Workshop. Ordinances for the budget, water and sewer rates, and the tax rate were on the agenda for approval on September 23, 2014. See the Management and Budget Policies Section for the complete budget process and calendar used for the Fiscal Year 2014-2015 Budget.

OVERVIEW OF ALL CITY FUNDS

This budget reflects funds available in the amount of $122,982,916 ($62,474,893 current revenue and $60,508,023 beginning balances). Total expenditures amounted to $75,056,015. This will result in an ending balance of $25,720,153 in all funds, as compared to $7,639,052 budgeted the previous year. This increase in fund balance is due to increased reserves and construction projects that have been funded but not yet completed.

The budget has funded 323 full time positions and 131 part time and seasonal positions in all departments, as compared to 322 and 127 in the previous year. The step plan increase (2 ½%) is utilized in this year's budget.

Major facilities additions and upgrades in this budget include: Miscellaneous Street Improvements, Airport Runway Lighting, Railroad Museum, Sewer System Rehabilitation, Whitney Water Treatment Plant, and Water Line Rehabilitation.

GENERAL FUND

The General Fund is used to account for all the general revenues of the City not specifically levied or collected for other City funds and for the expenditures relating to the rendering of general services by the City. The General Fund's projected unreserved undesignated ending balance is $10,382,132. The fund balance policy provides for a 90 day reserve, or $7,873,548. This minimum unreserved undesignated balance may be used to finance any emergencies such as the September 1993 and May 2013 tornado. We will continue to maintain a 90 day reserve to ensure there are funds to accommodate any unforeseen capital or operational expenditures. The operating expenditures are proposed at $31,494,192 and will be covered by current receipts of $35,190,583.

Capital outlay for the 2014-2015 fiscal year totals $328,000

- System-wide Information Technology Improvements
- Library Books
- Artifacts

Ad valorem taxes for General Fund maintenance and operations will account for $.669012 (83.21%) of the total tax rate of $.804018 per $100 valuation, while general debt service will account for $.135006 (16.79%). The effective tax rate is $.815834. The approved tax rate will fund the 2014-2015 Budget and the current level of services. The net appraised value, less exemptions for the 2014 tax roll, was $1,646,685,823 compared to $1,662,510,133 for the previous year. This amounted to a $15,824,310 decrease in the appraised value of property after tax abatements. New improvements amounted to $16,684,962, and total tax abatement exemptions were $53,152,075.

Of the largest revenue sources in the General Fund, the property tax category accounts for 49% (48.9% 2013-2014) of all General Fund estimated revenue while the Charges for Service category accounted for 21% (21.7% 2013-2014). The non-property tax and fees category accounts for 28% (25.6% 2012-2013). Sales tax receipts are budgeted to increase slightly. We have collected 97% or more of the total ad valorem tax receivable for the last ten years.

Total personnel costs for the 2014-2015 General Fund budget will be 72% of the total budgeted expenditures as compared to 72.87% last year.

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for revenues that are legally restricted to expenditures for specified purposes. The following are the main special revenue funds.

Housing and Urban Development (H.U.D.) Fund (06)

This fund is used to account for the funds received from the Department of Housing and Urban Development that are legally restricted to subsidize rental and utility expenses of low income families. Grant revenue and interest is estimated at $1,441,500. This program currently has two employees.

Hotel/Motel Occupancy Tax Fund (07)

This fund is used to account for the receipt of the Hotel/Motel Occupancy Tax of 7% levied against occupants of all motels in the City. The Chamber of Commerce receives 5 ½% of the 7% total, this 5 ½% is used in the following areas:

- Chamber of Commerce
- Tourism promotions
- Whistle-stop Christmas
- Public relations as related to hotel and tourism promotion

Receipts and interest are estimated at $340,200, with expenditures of $373,638 in the following areas: $267,138 to the Cleburne Chamber of Commerce and $106,500 for City promotions. The ending balance is projected to be $36,158.

Cleburne Transportation (CLETRAN) System Fund (08)

This fund is used to account for the revenues and expenses for the operation of the City's transportation system, Cletran. Cletran is funded by federal grants, state grants and local funds that are specifically restricted to capital improvement, administration and operation of the program. Cletran includes City, County and Urbanized transportation systems for Johnson County – total population 150,934 and 710 square miles. Current operating hours are Monday through Friday 5:00 AM through 8:00 PM, and Saturdays 8:00 AM through 5:00 PM. Revenues are estimated at $1,533,922 ($122,500 from fares, $1,317,217 from federal and state grant revenue, $94,105 from County and City contributions, and $100 from interest). Expenditures are estimated at $1,783,696, which includes 14 full time employees. The fee of a one-way trip is $3.00. There are other payment plans available for frequent riders, senior citizens, and customers with disabilities.

4B Sales Tax Fund (09)

This fund is used to account for the proceeds of the 4B sales tax. On August 11, 2001 the citizens of Cleburne approved a ½ cent sales tax increase, which brought the city rate to 1.5%. The state collection rate is currently 6.25%. Approved projects included a sports complex, aquatics center, community center, railroad museum, park improvements, performing arts center and new convention center. The aquatics center, Splash Station, completed its eleventh year of operation and the Sports complex completed its ninth year of operation this fall. The community center, Booker T Washington Community Center, completed its fifth full year of operation in 2014, while the Convention Center & Theatre Arts facility completed its fourth year of operations. The remaining project, the railroad museum, is planned to be completed as sales

tax collections allow for funding. All maintenance and operation expenses of the completed projects are supported with revenue from this fund.

All Other Special Revenue Funds

These funds are used to track various activities of the City that need to be accounted for separately. These include projects where citizens have donated funds for specific purposes. These Special Revenue Funds include:

- Law Enforcement Officer Standards and Education Fund (10)
- T.I.F. District #1 Fund (11)
- T.I.F. District #2 Fund (12)
- T.I.F. District #3 Fund (13)
- Emergency Management Fund (14)
- Certificate Franchise Fund (15)
- Mineral Leases And Royalties Fund (21)
- Disposal Well Fund (22)
- Gas Well Administration Fund (23)
- Development Fee Fund (27)
- Miscellaneous Grant Fund (39)
- Court Technology Fund (41)
- Court Fine Fee Fund (42)
- Public Safety Fund (43)
- Child Safety Fund (45)
- Court Security Fund (46)
- Abandoned Vehicle Fund (47)
- Police Forfeiture Fund (48)
- Fire Protection Fund (49)
- Museum Board Fund (81)
- Museum Donation Fund (82)
- Police Donation Fund (83)
- Parks Donation Fund (84)
- Library Board Fund (85)
- Library Donation Fund (86)
- Public Works Donations (87)
- Fire Donation Fund (88)
- Miscellaneous Donation Fund (89)

CAPITAL PROJECT FUNDS

Capital project funds account for the resources used for the construction and acquisition of capital facilities by the City except for those financed by the enterprise funds.

General Capital Projects Fund (53)

This fund accounts for general capital projects funded primarily through mineral lease and royalty revenues and excess General Fund balance.

Performance Contract Fund (55)

This fund accounts for proceeds from the State Energy Conservation Office, LoanSTAR program, and bonds secured to fund city wide energy conservation measures. This fund will be used to account for energy savings associated with these projects and repayment of the financing methods secured for funding. Energy savings and revenue recapture associated with this project are guaranteed by Siemens Building Technologies, thereby guaranteeing funds for all financing repayment. At a minimum this project as well as the funding will be budget neutral. All additional savings and recaptured revenue will be absorbed into the associated fund balances.

Capital Improvement Plans

The Capital Improvement Plans account for the resources used for the construction and acquisition of capital facilities and equipment by the City. These programs will be used by the staff and Council to plan for current and future needs of the City. It is set up as two separate plans: The Leased Equipment Improvement Program and the Five Year Capital Improvement Program. The Leased Equipment Improvement Program will fund all General Fund vehicle and equipment replacements of the City. With the Leased Equipment Improvement Program, we will now be able to know, in advance, what the future needs for capital equipment and vehicles will be. The Leased Equipment Improvement Program has a projected beginning balance of $2,049,962. Capital purchases in this fund are funded through General Fund department lease payments for vehicles. The City will fund the new equipment purchases in the current year of police patrol units, Fleet truck and dump bed and a refuse wheel loader, with $90,000 as a reserve for a fire defibrillator and $700,000 as a reserve for fire truck and equipment. This will result in an anticipated ending balance of $1,024,846 at September 30, 2015.

The effect of the Leased Equipment Improvement Program on the General Fund has been a leveling out of capital equipment expenditures. The funding of equipment purchases will allow the City to replace equipment as the end of its useful life is reached. The ad valorem tax rate will not fluctuate as much from year to year because the city will be spending approximately the same amount each year through the lease payments.

The second plan is the Five Year Capital Improvement Program that is used to develop future capital projects of the City. This program is funded only in the current year and is used only as a planning tool in future years. This plan includes everything not in the Leased Equipment Improvement Program that will be funded by current and future revenues. Funding for this program includes bond funds, mineral and lease royalties and general funds available after the cost of maintaining existing services has been projected.

GENERAL AND REVENUE DEBT SERVICE FUNDS

General debt service funds are used to account for the payment of principal and interest on the general obligation and certificate of obligation bonds. Revenue debt service funds are used to account for the payment of principal and interest on the revenue bonds of the City. The rate mitigation and capital improvement trust reserve, a reserve fund in the Water-Wastewater Fund, may be used to make up for a severe shortfall in funds due to the volatility of water needs because of weather, pay for catastrophic repair events and to insure payment of principal and interest of the revenue bonds.

Summary Table of Debt Disclosures

	Principal Balance 10-01-2014	Principal and Interest Due 2015	2016	2017	2018
General Obligation Bonds	$ 16,133,413	$ 2,523,133	$ 2,498,975	$ 2,499,025	$ 2,496,900
Certificates of Obligation	8,430,000	514,050	510,610	512,200	508,700
Self-Supporting Certificates of Obligation	14,585,000	1,180,043	1,182,343	1,183,643	1,183,943
Revenue Bonds	61,255,000	6,359,227	5,991,451	5,989,599	5,987,878
Total principal to be Repaid	$ 100,403,413				
Total Due by Year End (Principal and Interest)		$ 10,576,453	$ 10,183,379	$ 10,184,467	$ 10,177,421

General Debt Service Funds

The General Debt Service Fund, which is the interest and sinking fund for the payment of principal and interest on outstanding debt, will require $3,713,175 for principal, interest and agent fee payments during the 2014-2015 fiscal year. The outstanding balance at October 1, 2014 of all five issues is $30,718,413 with an original balance of $39,498,413. The 2007 Refunding and Improvement Bonds are self-supported taxable issues that are paid for by the 4B Sales Tax. The balance of this issue is $14,585,000 at October 1, 2014. All debt issues, except the self-supported issue, will require a tax distribution of $.135006 or 16.79% of the current tax rate of $.804018 per $100 valuation. As a Home Rule Texas City, the City of Cleburne is not limited by law in the amount of debt it may issue.

The Debt Service Fund is composed of the following outstanding issues:

Year	Title	Original Issue	Balance 10-01-2014
2004	General Obligation Refunding Bond	3,825,000	1,690,000
2008	General Obligation Refunding Bond	10,890,000	6,385,000
2010	General Obligation Refunding Bonds	5,848,413	5,813,413
2011	General Obligation Refunding Bonds	2,655,000	2,245,000
	SUB-TOTAL TAX SUPPORTED	23,218,413	16,133,413
2007	Refunding Certificates of Obligation	16,280,000	14,585,000
	SUB-TOTAL SELF-SUPPORTED DEBT	16,280,000	14,585,000
	TOTAL	$ 39,498,413	$ 30,718,413

The 2004 General Obligation Refunding Bonds were issued to refund the taxable Brazos Electric Effluent Water Line Improvement Bonds. The 2008 General Obligation Refunding Bonds were issued to refund the 1998 general improvement bonds. The 2010 Series Refunding Bonds were issued to refund the 2001 General Improvement Bonds. The 2011 Series Refunding Bonds were issued to refund the 2004 Certificates of Obligation.

The self-supporting 2007 Refunding Certificates of Obligation Bonds were a partial refunding of the 2002 issue with an additional 5 million in bond proceeds. These proceeds were used to fund the quality of life projects included in the 4B referendum. This debt will be solely supported by the 4B Sales Tax. The 2010 issue funded the purchase of the new police and municipal court building. This issue is funded with mineral and lease royalty revenues.

The policy of the City has been not to issue any debt that has not been necessary in order to maintain existing services, and when issued to hold the term as short as possible. This policy has allowed the City to issue debt without affecting other City services. The City has maintained an Aa 3 (General and Revenue) from Moody's Investors Service and an AA- (General and Revenue) rating from Fitch, IBCA. The City's general obligation bonded debt issuances are not subject to any legal limitation; however, the property tax rate is limited to $2.50 per $100 of assessed value of real personal property. The current tax rate of $.804018 per $100 valuation is broken down as follows: $.135006 per $100 valuation for Debt Service (Interest & Sinking) and $.669012 per $100 valuation for General Fund (Maintenance & Operating) which is well below the $2.50 per $100 valuation limit.

Revenue Debt Service Fund

The Revenue Debt Service Fund will require an expenditure of $6,501,189 for the year. The outstanding balance at October 1, 2014 of all nine issues is $69,685,000 with an original balance of $73,490,000.

The Revenue Debt Service Fund is composed of the following outstanding issues:

Year	Title	Original Issue	Principal Balance 10-01-2014
2009A	Water & Sewer Revenue Bond	1,180,000	1,050,000
2009B	Water & Sewer Revenue Bond	4,750,000	4,240,000
2010	Water & Sewer Revenue Bond	14,500,000	13,050,000
2010	Water & Sewer Refunding Bond	4,860,000	3,145,000
2013	Water & Sewer Revenue Bond	2,380,000	2,380,000
2013	Combination Tax & Revenue Certificates of Obligation	8,430,000	8,430,000
2013	Combination Tax & Revenue Refunding Bond	37,390,000	37,390,000
	TOTAL	$ 73,490,000	$ 69,685,000

In 2009 the Texas Water Development Board awarded the City of Cleburne financial assistance through its Water Infrastructure Fund (WIF). This fund enables the city to issue bonds at a more favorable interest rate and defer interest and principal payments for up to ten years or one year after project construction completion. Subsequent to this award the City of Cleburne issued Series 2009A, 2009B, and 2010 bonds for infrastructure improvements to the water delivery system. Series 2009A will fund the design and permitting for a 5.0 MG expansion to the City's existing water treatment plant. Series 2009B will fund the design and permitting for the development of the Lake Whitney Water Supply including the deep water intake valve, a scalping station and water pipe line that will intersect with the existing Lake Aquilla pipe line. Series 2010 will fund the 5.0 MG water treatment plant expansion construction, aluminum domes for the clear wells, and a 20 inch water line from the water treatment plant to the upper pressure plane. Series 2010 Refunding Bonds were issued to refund the Series 2001 System Improvement Bonds. The 2013 Waterworks and Sewer Revenue Bonds were issued to fund Land Acquisition for the Lake Whitney Water Supply Line Project in the amount of $2,380,000. The 2013 Combination Tax and Revenue Certificates of Obligation were issued to fund replacement of infrastructure, replacement of a water tower and to increase water quality.

The 2013 Combination Tax and Revenue Refunding Bonds were issued in the amount of $37,390,000 to refund the 2005 and 2006 Waterworks and Sewer System Refunding and Improvements Revenue Bonds and the 2009 Certificates of Obligation Bond issue.

ENTERPRISE FUNDS

Enterprise funds are used to account for operations of the City where the intent is to finance or recover through user charges the cost (expenses including depreciation) of providing goods or services to the general public on a continuing basis. The Water/Wastewater Fund, the Airport Fund and the Drainage Utility Fund make up the enterprise fund group.

Water/Wastewater Fund (60)

Receipts for the Water/Wastewater Fund are estimated at $20,504,454. Current expenditures for the Water/Wastewater Fund are estimated at $12,879,979 which includes $397,000 in one-time capital expenditures. Debt service interest payments of $3,012,094 are also included in this estimate. Additionally, a debt service principal payment of $3,835,000 and a $2,600,000 reimbursement for General Fund administrative services is included in this budget.

The City Council has mandated a minimum of three months (90 days) operating expenditures or $2,367,721 in the projection or rate mitigation reserve for this fund. This policy will help to ensure there are adequate funds to operate, on a temporary basis, even if emergency conditions existed. A senior lien debt reserve was established in 2010-2011. The ending cash balance of the fund is estimated at $1,804,244, and the Water/Wastewater Rate Mitigation Reserve ending balance is estimated at $2,873,994. The senior lien debt reserve will have a balance of $905,952. The TWDB payment reserve will have a balance of $803,803. An additional $10,500,000 capital reserve and a $500,000 contingency reserve are also included. The combined rate mitigation and ending fund balances provide the city with a total estimated reserve of $17,387,993 or 660.94 days.

A waste water rate increase of six percent (6%) is included in the 2014-2015 Budget. The service demand charge was increased to $12.58 per month, a $0.71 increase over last year's service demand charge of $11.87. The rate per gallon up to 13,500 gallons will be $3.86 with a residential maximum of $64.68. Wastewater revenue is projected to increase from $7,354,077 in 2013-2014 to $7,716,525 in 2014-2015.

Water revenues are budgeted to increase from $11,850,389 in 2013-2014 to $12,450,433 in 2014-2015. The annual water rate review led to the adoption of six percent (6%) water rate increase. The service demand charge will increase to $22.53 per month, a $1.28 increase over last year's service demand charge of $21.25. The rate per 1,000 gallons will be $6.00.

This increase in rates will provide adequate revenue to cover expenditures and to obtain the necessary water and waste water revenue bond coverage. This increase is consistent with our past history of increases. Future increases are expected to average approximately 3.83% to fund our water system delivery and wastewater system improvements.

Capital expenditures amount to $397,000. The current capital improvements include:

- Utility Billing Replacement Truck
- Water Treatment Replacement Mower
- Wastewater Collection Backhoe/Loader
- Sewer Inspection Push Camera and Monitor

- Camera Truck

Airport Fund (61)

The Airport Fund was created in order to make the airport self-sustaining. We have continued to make improvements to the Airport with Airport revenue and grant funds. With recent gas well development on Airport property and the opening of a fuel station, receipts have begun to increase. Receipts for the Airport Fund are estimated at $1,199,700. Revenue estimates include charges for services at $168,000, fuel revenue at $960,000 and Mineral and Lease Royalty revenue of $69,000. Expenditures for the Airport Fund operations are estimated at $1,519,586 and $155,000 being transferred to the General Fund to pay for administrative costs.

Capital expenditures amount to $223,500

- Runway Improvements and Lighting
- Hangar 98 Improvements

Drainage Utility Fund (63)

The Drainage Utility Fund was created in order to have a separate user fee to pay for the drainage needs of the City. This program is charged with the operation and maintenance of the flood management program in accordance with the storm water master plan. Through proper management and adherence to state and federal regulations we strive to operate and maintain an effective drainage water system to protect the citizens against flooding. This fund provides for minor drainage installation, maintenance, and operation of the water drainage systems, creek maintenance, and cleaning along the major and lesser water sheds throughout Cleburne. Drainage Utility revenue is budgeted at $539,200. The minimum residential lot is charged $2.75/ month. Expenditures are budgeted at $823,503. The ending balance is estimated to be $147,360.

LONG TERM ISSUES

Since the year 2000, the State of Texas has seen recession, robust growth, national and coastal disaster, drought, and skyrocketing fuel prices. Through these ever-changing economic conditions, the City of Cleburne has remained strong and viable. In 2001 the City created a Tax Increment Finance District (TIF) in our industrial park in order to attract new commercial and industrial businesses. An additional TIF has been added in the northwestern portion of the community to fund infrastructure and service improvements as the city prepares for the growth associated with the completion of U.S. Highway 121. The city also employs tax abatements and Local Government Code 380 agreements to further stimulate the economy. By continually reviewing our infrastructure, we hope to ensure future economic success in Cleburne. We are in the process of revisiting the 20 year water and wastewater master plan for the City, as well as implementing previous plans to ensure industrial, residential, and retail customers access to water remains adequate.

The effects of the gas exploration and development in Cleburne have had a profound effect on the entire city. Changes in royalty revenue have resulted in decreased revenues for one-time capital expenditures in the city special revenue funds. Gas exploration will continue to have a profound effect on the Cleburne economy. We have seen how it has dramatically affected property values, sales tax and commercial business as the drilling and production cycles came and went. As we enter a sustained production cycle we do not anticipate the return to million dollar royalties, but we do anticipate that this industry will continue to impact Cleburne's economy.

Transportation systems to and from the Dallas/Fort Worth Metroplex will directly impact the growth in Cleburne. The extension of U.S. Highway 121 connecting to Highway 67 will give citizens direct access to south Fort Worth. This project was completed in mid 2014. The City of Cleburne, with participation from other cities in the county, has expanded its public bus transportation system to include all of Johnson County. The City of Cleburne must be ready for the growth that the completion of Highway 121 and additional public transportation will provide. We feel that the infrastructure improvements necessary to meet the needs of these additional residential, industrial and retail customers are being currently planned for or implemented.

CONCLUSIONS

The annual budget represents the single most important series of decisions made by the City Council in any year. The conclusions reached during the budget process will determine the quality of public service to be provided and, to a significant extent, the quality of life for Cleburne residents. The annual budget is a policy document, a financial plan, an operations guide and a communications device that is intended to give the citizens of Cleburne a better understanding of the services available to them and the cost of those services.

ORDINANCE

NO. OR09-2014-78

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS ADOPTING AND APPROVING AN ANNUAL BUDGET FOR THE CITY OF CLEBURNE FOR FISCAL YEAR OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015; PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year October 1, 2014 to September 30, 2015 has been prepared by the City Manager for the City of Cleburne, Texas; and

WHEREAS, said budget has been presented by the City Manager along with his budget message in accordance with the City Charter; and

WHEREAS, public notices of the public hearing upon this budget have been duly and legally made as required by law; and

WHEREAS, this proposed budget has been filed with the City Secretary for more than 15 days immediately prior to a public hearing upon such budget; and

WHEREAS, the financial condition and comparative expenditure as filed were duly considered; and

WHEREAS, the budget has been considered at workshops on August 4, 12, and 26, and September 9, 2014; and

WHEREAS, after a full and final consideration, the public hearing has been held upon said budget and it is the consensus of opinion that the budget as filed should be approved;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS, THAT:

SECTION ONE. The budget, as filed for fiscal year from October 1, 2014 to September 30, 2015, is hereby ratified, adopted and approved.

SECTION TWO. This Ordinance shall be passed and it shall have effect and be in full force from October 1, 2014 forward.

PASSED AND APPROVED this the 23rd day of September, 2014 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY:_____
Scott Cain, Mayor

ATTEST:

_____
Shelly Doty, City Secretary

or1 - budget adoption ordinance

ORDINANCE

NO. OR09-2014-79

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS SETTING THE 2014 TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF CLEBURNE, TEXAS FOR FISCAL YEAR 2014-2015; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED; ASSESSING PENALTY AND INTEREST FOR THE NON-PAYMENT OF SUCH TAXES WITHIN THE TIME SET; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council finds that a tax for the year 2014, hereinafter levied for current expenses of the City levied to provide the revenue requirements of the budget for the fiscal year 2014-2015; and

WHEREAS, all required publications and requirements have been met according to the Open Meetings Act and Section 26.05(b) of the Property Tax Code;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS, THAT:

SECTION ONE. For the current expenses of the City and for the general improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the year 2014 on all property situated within the limits of said City, and not exempt from taxation by valid laws, an Ad Valorem tax at the rate of $.804018 on the $100.00 assessed valuation of such property, which is below the effective tax rate; the debt portion of the tax rate being $.135006 and the maintenance and operations portion of the tax rate being $.669012. This ordinance setting this year's tax rate does not require the statements about "tax increase" as specified in Section 26.05 of Property Tax Code.

SECTION TWO. That all ad valorem taxes shall be paid before the 1st day of February, 2015, and taxes not paid by that date shall be delinquent and all persons or property owners failing to pay any taxes owing on or before its delinquent date shall be charged interest at the rate of one percent (1%) for each month or fraction thereof; and in addition, shall be charged a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent plus one percent (1%) for each additional month or fraction thereof the tax remains unpaid prior to July 1st of the year in which it becomes delinquent. However, a tax delinquent on July 1st incurs a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. Such penalties shall not bear interest.

SECTION THREE. The City Council passed and approved this Ordinance with a unanimous vote (5 ayes and 0 nays).

SECTION FOUR. This Ordinance shall become effective and be in full force from October 1, 2014 forward, and it is so ordained.

PASSED AND APPROVED this the 23rd day of September, 2014 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: _____
Scott Cain, Mayor

ATTEST:

_____
Shelly Doty, City Secretary

or2 - tax rate ordinance

ORDINANCE

NO. OR09-2014-81

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS AMENDING TITLE V - PUBLIC WORKS, CHAPTER 51 - WATER AND SEWER, SECTION 51.031 - RATES FOR WASTEWATER SERVICE, SUBSECTIONS (C) AND (D) AND SECTION 51.033 - INDUSTRIAL WASTE CHARGE RATE FORMULA OF THE CODE OF ORDINANCES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY NOT TO EXCEED $500.00 FOR EACH OFFENSE; PROVIDING FOR PUBLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the current wastewater rates for the City of Cleburne are based on water consumption at that particular location each month; and

WHEREAS, the City Council of the City of Cleburne, Texas deems that the amendment of the water and wastewater ordinances hereinafter described is in the best interest of the public;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS, THAT:

SECTION ONE. Section 51.031- Rates for Wastewater Service, Subsections (C) and (D) of the Code of Ordinances, City of Cleburne, Texas are hereby amended to read as follows:

(C) *Rate tables.* The utility manager shall charge a customer for wastewater service based on water used in accordance with the following tables:

(1) *Residential accounts.* There shall be a maximum of thirteen thousand five hundred (13,500) gallons of water usage used to compute a residential wastewater bill.

Water Usage	***Rate per Month***
0 gallons & over	$3.86 per 1,000 gallons
Residential maximum at 13,500 gallons	$64.68
Service Demand Charge	$12.58 per month

(2) *Commercial Accounts.* There shall be no maximum water usage used to compute a commercial sewer account.

Water Usage	***Rate per Month***
0 gallons & over	$3.86 per 1,000 gallons
Service Demand Charge	$12.58 per month

(3) *Sprinkler accounts.* No sewage charge shall be placed on accounts that strictly use water for a sprinkler system.

(D) *Multi-family dwelling units - rate calculation.* All multi-family dwelling units of five or more units which are not separately metered shall be charged for sewer service based on water meter size and rates in the following tables.

For utility accounts inside and outside city limits:	
Service Demand Charge Each Month	
3/4" Meter	$ 12.58
1" Meter	21.74
1 ½" Meter	48.98
2" Meter	87.03
2 ½" Meter	136.03
3" Meter and larger	204.05

For utility accounts inside and outside city limits:	
Per 1,000 Gallons Charge Each Month	
0 gallons and over, per 1,000 gallons	$ 3.86
There shall be no maximum water usage used to compute a Multi-Family unit wastewater account.	

SECTION TWO. Section 51.033 - Industrial Waste Charge Rate Formula of the Code of Ordinances is hereby amended to read as follows:

The person responsible for industrial waste discharge is responsible for the following charges: Service Demand Charge, Volume Biological Oxygen Demand (BOD), Total Suspended Solids (TSS), and Total Dissolved Solids (TDS) in accordance with the following rate table:

Service Demand Charge, per month	$ 12.58
Volume Charge, per month, per 1,000 gallons	5.17
BOD, per lb., per month	0.49
TSS, per lb., per month	0.45
TDS, per lb., per month	0.24

SECTION THREE. Cumulative Clause. That this Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance, Ordinances, or parts thereof, in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such other Ordinances on the date of adoption of this

Ordinance shall continue to be governed by the provisions of such Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION FOUR. Severability Clause. That if any provision or any section of this ordinance shall be held to be void or unconstitutional, such holding shall in no way affect the validity of the remaining provisions or sections of this ordinance, which shall remain in full force and effect.

SECTION FIVE. Savings Clause. That all provisions of the Code of Ordinances of the City of Cleburne, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION SIX. Penalty Clause. Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Five Hundred Dollars ($500.00) for each offense.

SECTION SEVEN. Publication Clause. The City Secretary of the City of Cleburne, Texas, is directed to publish the caption, including the penalty of this Ordinance at least once within 10 days after its passage in the official newspaper of the City of Cleburne, Texas, as authorized by Section 3.16 of the Cleburne City Charter.

SECTION EIGHT. Effective Clause. This Ordinance shall become effective and in full force on October 1, 2014 and upon its publication as required by law.

PASSED AND APPROVED this the 23rd day of September, 2014 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: _____
Scott Cain, Mayor

ATTEST:

_____
Shelly Doty, City Secretary

014 - waste water rates ordinance

ORDINANCE

NO. OR09-2014-80

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS AMENDING TITLE V - PUBLIC WORKS, CHAPTER 51 - WATER AND SEWER, SECTION 51.030 - RATES FOR TREATED WATER SERVICE, SUBSECTIONS (C), (F) AND (H) OF THE CODE OF ORDINANCES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY NOT TO EXCEED $500.00 FOR EACH OFFENSE; PROVIDING FOR PUBLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the current water rates for the City of Cleburne are based on usage at that particular location each month; and

WHEREAS, the City Council of the City of Cleburne, Texas deems that the amendment of the water and wastewater ordinances hereinafter described is in the best interest of the public in order to reflect actual usage of water.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS, THAT:

SECTION ONE. Section 51.030 - Rates for Treated Water Service, of the Code of Ordinances, City of Cleburne, Texas is hereby amended to read as follows for Subsections (C), (F) and (H):

(C) *Rate Tables.* The Utility Manager shall charge customers for treated water service in accordance with the following tables:

(1) For utility accounts inside city limits.

Water Usage	***Rate per Month***
0 gallons & over	$6.00 per 1,000 gallons
Service Demand Charge	$22.53 per month

(2) For utility accounts outside city limits.

Water Usage	***Rate per Month***
0 gallons & over	$7.47 per 1,000 gallons
Service Demand Charge	$29.14 per month

(F) *Multi-family dwelling units.* All multi-family dwelling units of five or more units which are not separately metered shall be charged for services based on meter size and rates in the following tables.

For utility accounts inside city limits:	
Service Demand Charge Each Month	
¾" Meter	$ 22.53
1" Meter	38.09
1 ½" Meter	127.07
2" Meter	381.20
2 ½" Meter	381.20
3" Meter and larger	381.20

For utility accounts inside city limits:	
Per 1000 Gallons Charge Each Month	
0 gallons and over, per 1,000 gallons	$ 6.00

(H) *Reuse Water.* All reuse water will be billed at 75% of the potable water rates as shown in (C) *Rate Tables* above.

SECTION TWO. Cumulative Clause. That this Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance, Ordinances, or parts thereof, in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such other Ordinances on the date of adoption of this Ordinance shall continue to be governed by the provisions of such Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION THREE. Severability Clause. That if any provision or any section of this ordinance shall be held to be void or unconstitutional, such holding shall in no way affect the validity of the remaining provisions or sections of this ordinance, which shall remain in full force and effect.

SECTION FOUR. Savings Clause. That all provisions of the Code of Ordinances of the City of Cleburne, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION FIVE. Penalty Clause. Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Five Hundred Dollars ($500.00) for each offense.

SECTION SIX. Publication Clause. The City Secretary of the City of Cleburne,

Texas, is directed to publish the caption, including the penalty of this Ordinance at least once within 10 days after its passage in the official newspaper of the City of Cleburne, Texas, as authorized by Section 3.16 of the Cleburne City Charter.

SECTION SEVEN. Effective Clause. This Ordinance shall become effective and in full force on October 1, 2014 and upon its publication as required by law.

PASSED AND APPROVED this the 23rd day of September, 2014 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: _____
Scott Cain, Mayor

ATTEST:

_____
Shelly Doty, City Secretary

or3 - water rates ordinance

Budget Summary

2014-2015

City of Cleburne
Budget Summary

- The 2014-2015 budget for the City of Cleburne is the fiscal plan for this City for the next fiscal year. In this budget, city goals and objectives are set forth, including capital improvement projects.

- The 2014-2015 budget includes funding for the following municipal services
  - Police & Fire Protection
  - Street Maintenance
  - Water & Sewer Services
  - Parks Services
  - Cemetery Services
  - Library & Museum Services
  - Sanitation Services

- The budget includes anticipated revenues and the expenditures for all City departments.

- Revenues are received from a number of sources including property taxes, sales tax, franchise fees, user fees, grants from other governmental entities, water sales, sewer services, and bond proceeds.
  - Total available funds are projected to be $122,982,916

- Expenditures include personnel costs, supplies, equipment, contractual services, debt service, and capital improvements.
  - Expenditures and disbursements are projected to be $75,056,015

- Capital Improvements include:
  - Water-Wastewater line improvements & expansion
  - Street Program
  - Downtown Improvements
  - Network Upgrades
  - Railroad Museum
  - Leased Equipment Improvement Program
  - Facility Improvements
    - Splash Station Enhancements
    - Boat Ramp Repairs
    - Airport Runway Lighting

CITY OF CLEBURNE

ALL FUNDS

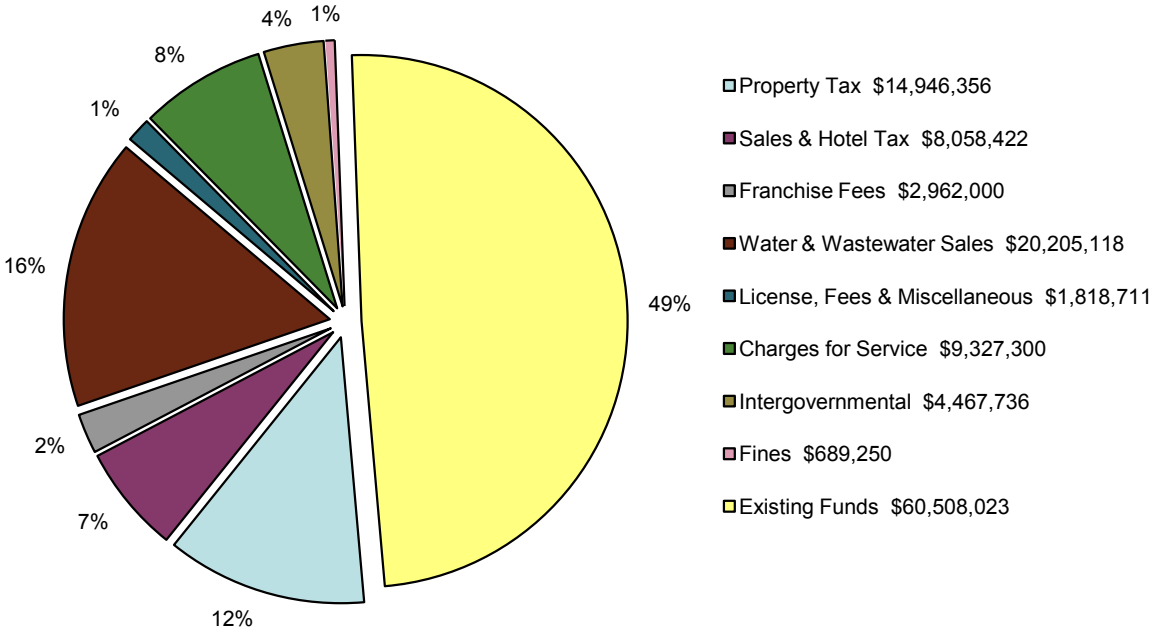
Summary of Receipts & Disbursements

2014-2015

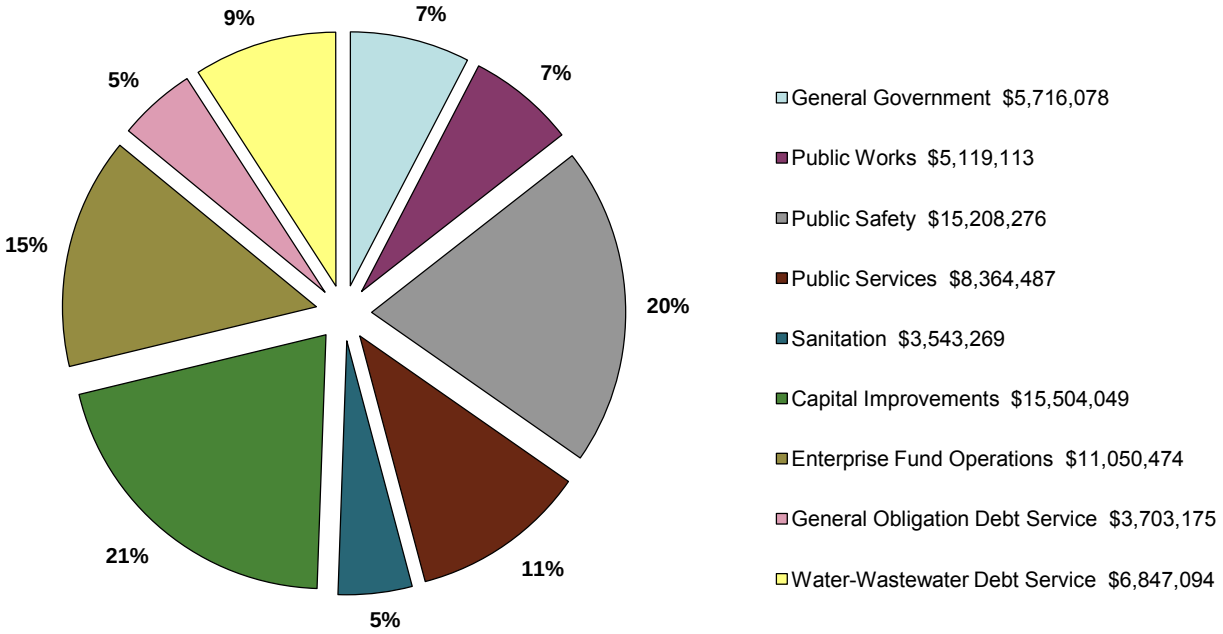
	General & Leased Improvement Funds	Special Revenue Funds	Debt Service Fund	Enterprise Fund	Capital Projects Fund	Total All Fund Types
Revenues	$ 31,336,786	$ 8,834,473	$ 700	$ 22,300,804	$ 2,130	$ 62,474,893
Other Financing Sources:						
Revenue Bond Proceeds				6,500,000		
Transfers In	4,845,283	749,109	4,653,019	-	4,480,425	14,727,836
Total Receipts	36,182,069	9,583,582	4,653,719	28,800,804	4,482,555	83,702,729
Expenditures	32,931,242	6,071,653	4,733,151	29,219,969	2,100,000	75,056,015
Other Financing Uses:						
Transfers Out	6,788,403	3,422,509	-	4,086,500	880,424	15,177,836
Total Disbursements	39,719,645	9,494,162	4,733,151	33,306,469	2,980,424	90,233,851
Revenues Over/(Under) Expenditures	(3,537,576)	89,421	(79,432)	(4,505,665)	1,502,131	(6,531,122)
Beginning Fund Balance	15,734,554	8,413,844	693,725	30,726,993	4,938,907	60,508,023
Projection Reserve	(8,913,548)	(3,741,752)	-	(15,583,749)	(17,700)	(28,256,749)
Ending Fund Balance	$ 3,283,430	$ 4,761,513	$ 614,293	$ 10,637,579	$ 6,423,338	$ 25,720,153

Current Revenue, Expenditures & Capital

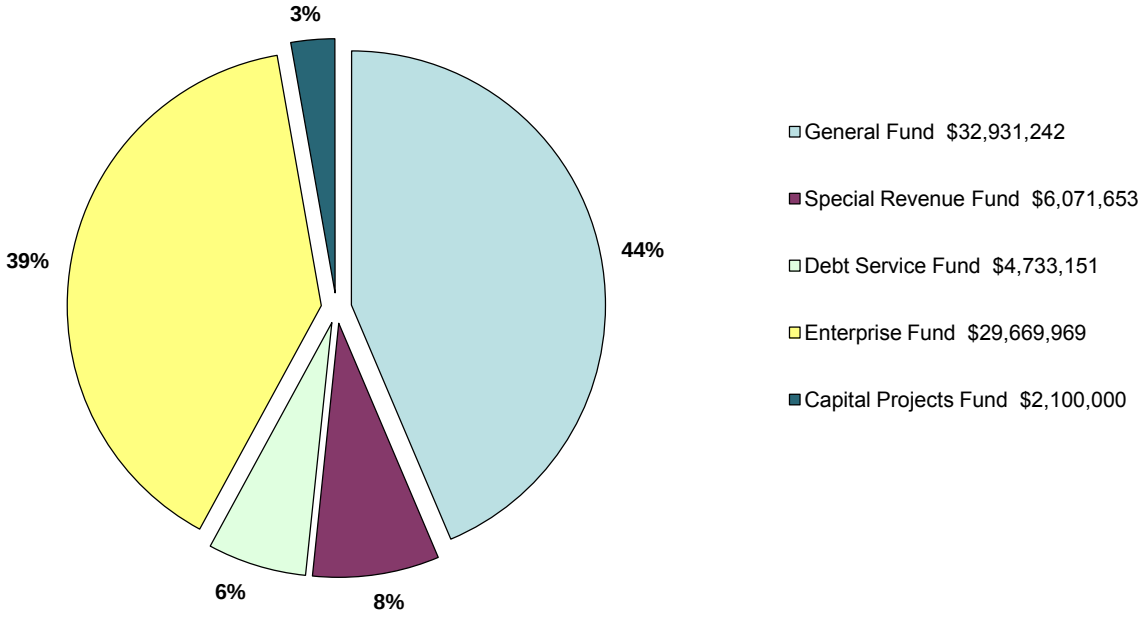
Current Revenue $122,982,916



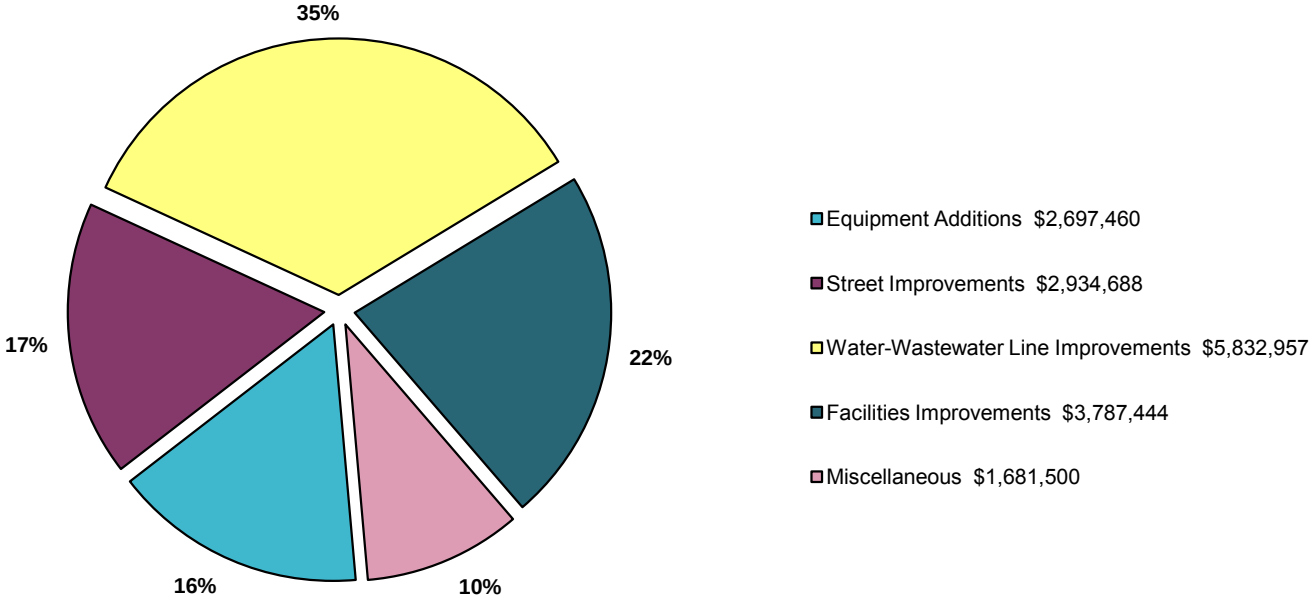
Current Expenditures $75,056,015



Current Expenditures by Fund $75,506,015



Current Capital Expenditures & Current M&R Streets & Water Lines $16,934,049



State of the City. . .Budget Year 2014-2015

FINANCIAL	
OPERATING BUDGET	
General Fund (Government Services)	$ 32,931,242
Enterprise Funds (Utilities)	29,219,969
Debt Service Fund (Principal & Interest on Debt)	4,733,151
Special Revenue Fund (Specific Projects)	6,071,653
Capital Projects Funds	2,100,000
TOTAL	75,056,015
BONDED INDEBTEDNESS	
General Obligation Bonds (Partially Self-Supported), Section E	30,718,413
Bond Ratings: **Moody's:** Aa 3 **Standard & Poor's:** AA **Fitch:** AA-	
Water and Sewer Bonds, Section H	71,135,000
Bond Ratings: **Moody's:** Aa 3 **Standard & Poor's:** AA- **Fitch:** AA-	
EMPLOYEES	
MUNICIPAL EMPLOYEES (Fiscal Year 2013-2014 had 322 Filled Positions)	
Uniformed (Police & Fire)	106
Technical/Skill Labor	133
Management/Clerical	81
TOTAL FULL TIME EMPLOYEES	320
DEPARTMENTAL ACTIVITIES	
AIRPORT	
Airport Arrivals & Departures/Year	28,386
CEMETERIES	
Cemetery Sites (Developed Acres)	101
Cemetery Sites (Undeveloped Acres)	30
Grave Spaces Sold	75
CITY SECRETARY'S OFFICE	
Agenda packets prepared for Council, Directors and Press	32
Official documents scanned, indexed and filed	15,000
Elections held	1
Calls and citizen inquiries handled by receptionist	24,000
Open records requests processed	475
CIVIC CENTER	
Events Held	1,350

DEPARTMENTAL ACTIVITIES (CONTINUED)

COMMUNITY DEVELOPMENT	
Building Permits Issued (thru September 2013)	240
Building Standards Inspections	159
Food Service Establishments Inspections	266
Average Number of Houses Per Residential Sanitation Route	800
Tons of Waste Transferred	47,752
Animal Control Service Calls	3,557
HUMAN RESOURCES	
Training Sessions	30
INFORMATION TECHNOLOGY	
Number of Helpdesk Requests	4,000
LIBRARY	
Circulation	132,643
PARKS AND RECREATION	
Park Sites	19
Public rounds of golf played	24,000
Basketball Courts	4
Swimming Pool Visitors	29,198
PLANNING	
Plats Reviewed	34
Rezoning Applications Reviewed	17
PUBLIC SAFETY	
Calls for Service - Police	39,024
Arrests	2,235
Traffic Citations Issued	7,562
Response Time after Dispatch (Minutes)	
Police	2:31
Fire & Squad #1 Emergency Medical	4:17
SUPPORT SERVICES	
Number of Vehicles and Equipment Maintained	265

Summary of Personnel by Department

(Full Time and Part Time Positions)

	Department	2012-2013 Budget Full	2012-2013 Budget Part	2013-2014 Budget Full	2013-2014 Budget Part	2014-2015 Budget Full	2014-2015 Budget Part
0131	City Council	0	0	0	0	0	0
0132	City Manager	3	0	3	0	3	0
0133	City Attorney	0	0	0	0	0	0
0134	City Secretary	4	2	4	2	4	1
0135	Finance	7	0	7	0	7	0
0136	Human Resources	4	0	4	0	5	0
0137	Municipal Court	4	0	3	0	3	0
0138	Information Technology	5	0	4	0	4	0
0139	Non-Departmental	1	0	1	0	1	0
0140	Economic Development	2	0	2	0	1	0
0141	Police Services	73	1	72	1	72	1
0143	Animal Services	4	0	4	0	4	0
0147	Fire Services	55	0	55	0	55	0
0148	Health	5	0	4	0	4	0
0150	Community Recreation Center	3	3	3	2	3	2
0152	Cemetery	5	1	1	0	2	0
0153	Parks and Recreation	8	4	10	1	8	1
0155	Municipal Golf	8	8	8	8	8	9
0156	Municipal Swimming Pools	2	99	2	98	2	98
0157	Sports Complex	6	5	7	1	7	1
0161	Building Services	4	0	3	0	3	0
0162	Civic Center	0	0	0	0	0	0
0163	Library	6	1	6	1	6	1
0165	Museum	2	1	2	1	2	2
0171	Public Works	1	1	1	1	1	1
0172	Engineering	2	1	3	0	4	0
0174	Planning & Zoning	1	0	1	0	1	0
0176	Inspections	3	0	4	0	4	0
0177	Gas Well Administration	5	0	5	0	4	0
0178	Fleet Maintenance	5	1	5	1	4	0
0179	Street Maintenance	13	0	13	0	11	0
0191	Sanitation	13	0	12	0	12	0
	SUBTOTAL - General Fund	254	128	249	117	245	117
6039	Water/WWater Non-Depart.	0	0	0	0	0	0
6081	Utility Billing & Revenue	5	0	5	0	7	0
6083	Water Distribution	10	0	10	0	10	0
6084	Water Treatment	12	0	12	0	14	0
6090	Treatment Plant Maintenance	8	0	8	0	0	0
6096	Wastewater Collection	6	0	6	0	11	0
6097	Wastewater Treatment	13	0	13	0	15	0
6154	Airport Fund	3	2	3	2	3	2
6398	Drainage Utility	0	0	0	0	2	0
	SUBTOTAL - Enterprise Funds	57	2	57	2	62	2
0668	Housing	2	0	2	0	2	0
0858	Cletran County	1	8	0	0	0	0
0859	Cletran	9	0	14	8	14	12
0860	Urbanized	4	4	0	0	0	0
	SUBTOTAL - Special Funds	16	12	16	8	16	12
	GRAND TOTAL	327	142	322	127	323	131

See the department detail in each fund for position descriptions within each department.

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CITY OF CLEBURNE

GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND

Summary of Receipts & Disbursements

2014-2015

	General Fund		Special Revenue Funds	
	General Operating Fund 01	Leased Equipment Improvement Program Fund 03	HUD Housing Fund 06	Hotel/Motel Occupancy Tax Fund 07
Revenue:				
Taxes	$ 22,865,550	$ -	$ -	$ 340,000
License & Fees	337,200	-	-	-
Intergovernmental	-	489,986	1,442,100	-
Fines	663,500	-	-	-
Charges for Service	6,540,050	-	-	-
Miscellaneous	59,000	381,500	9,500	200
Total Revenues	30,465,300	871,486	1,451,600	340,200
Expenditures:				
Current				
General Government	5,397,499	58,000	200,659	-
Public Safety	14,929,544	833,050	-	-
Public Service - Community	1,764,055	20,000	1,285,000	373,638
Public Service - Parks	3,397,688	51,000	-	-
Public Works	2,907,689	147,000	-	-
Sanitation	3,425,717	-	-	-
Debt Service:				
Principal Retirement	-	-	-	-
Interest and Fiscal Fees	-	-	-	-
Total Expenditures	31,822,192	1,109,050	1,485,659	373,638
Excess of Revenues Over/(Under) Expenditures	(1,356,892)	(237,564)	(34,059)	(33,438)
Other Financing Sources (Uses):				
Operating Transfers In	4,725,283	120,000	34,059	-
Operating Transfers Out	(6,670,851)	(117,552)	-	-
	(1,945,568)	2,448	34,059	-
Excess of Revenues and Other Sources Over/Under Expenditures and Other Sources	(3,302,460)	(235,116)	-	(33,438)
Beginning Fund Balance	13,684,592	2,049,962	-	69,596
Reserves	(8,123,548)	(790,000)	-	
Projected Ending Fund Balance	$ 2,258,584	$ 1,024,846	$ -	$ 36,158

CITY OF CLEBURNE

GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND

Summary of Receipts & Disbursements

2014-2015

Special Revenue Funds (Continued)			Debt Service	Capital Projects	Total Funds
Cleburne Transit System Fund 08	4B Sales Tax Fund 09	All Other Special Revenue Funds	General Debt Service Fund 02	All Capital Project Funds 53 & 55	Total Funds
$ -	$ 2,560,228	$ 165,000	$ -	$ -	$ 25,930,778
-	-	46,100	-	-	383,300
1,411,322	-	1,074,328	-	-	4,417,736
-	-	25,750	-	-	689,250
122,500	-	1,367,750	-	-	8,030,300
100	1,000	268,595	700	2,130	722,725
1,533,922	2,561,228	2,947,523	700	2,130	40,174,089
-	43,000	310,420	10,000	150,000	6,169,578
-	-	570,252	-	-	16,332,846
1,783,696	-	29,600	-	-	5,255,989
-	433,700	3,000	-	200,000	4,085,388
-	-	1,038,688	902,424	1,750,000	6,745,801
-	-	-	117,552	-	3,543,269
					-
-	-	-	2,530,000	-	2,530,000
-	-	-	1,173,175	-	1,173,175
1,783,696	476,700	1,951,960	4,733,151	2,100,000	45,836,046
(249,774)	2,084,528	995,564	(4,732,451)	(2,097,870)	(5,661,957)
60,000		655,050	4,653,019	4,480,425	14,727,836
(1,051)	(2,323,676)	(1,097,782)		(880,424)	(11,091,336)
58,949	(2,323,676)	(442,732)	4,653,019	3,600,001	3,636,500
(190,825)	(239,148)	552,832	(79,432)	1,502,131	(2,025,457)
441,791	1,143,968	6,758,489	693,725	4,938,907	29,781,030
	(741,752)	(3,000,000)	-	(17,700)	(12,673,000)
$ 250,966	$ 163,068	$ 4,311,321	$ 614,293	$ 6,423,338	$ 15,082,574

CITY OF CLEBURNE

ALL ENTERPRISE FUNDS

Summary of Receipts & Disbursements
2014-2015

	Water and Wastewater Utilities Operating Fund 60	Water and Wastewater Capital Project Funds 71, 72, 73 and 76	Airport Fund 61	Drainage Utility Fund 63	Total Enterprise Funds
Operating Revenues					
Charges for Service	$ 20,491,954	$ -	$ 1,130,000	$ 538,500	$ 22,160,454
Interest & Non-Operating Income	12,500	7,450	69,700	700	90,350
Total Operating Revenues	20,504,454	7,450	1,199,700	539,200	22,250,804
Operating Expenditures					
Salaries	2,890,755		155,654	56,277	3,102,686
Benefits	1,556,242		78,249	41,926	1,676,417
Supplies	2,003,595		47,666	12,100	2,063,361
Maintenance - Building	357,300		38,100	150,000	545,400
Maintenance - Equipment	521,050		18,200	7,000	546,250
Services	2,141,943		958,217	16,200	3,116,360
Capital - Structures/Improvements	-	10,161,901	223,500	540,000	10,925,401
Capital - Equipment	397,000		-	-	397,000
Total Operating Expenditures	9,867,885	10,161,901	1,519,586	823,503	22,372,875
Operating Income (Loss)	10,636,569	(10,154,451)	(319,886)	(284,303)	(122,071)
Debt Service					
Principal	3,835,000	-	-	-	3,835,000
Interest and Fiscal Fees	3,012,094	-	-	-	3,012,094
Income (Loss) Before Operating Transfers	3,789,475	(10,154,451)	(319,886)	(284,303)	(6,969,165)
Grants	-	-	50,000	-	50,000
Revenue Bond Proceeds		6,500,000			
Transfer In	-	-	-	-	-
Transfer to Debt Service 02 (Out)	-	-	-	-	-
Payment for Services In (Out)	(3,411,500)	(450,000)	(155,000)	(70,000)	(4,086,500)
Net Income (Loss)	377,975	(4,104,451)	(424,886)	(354,303)	(4,505,665)
Beginning Fund Balance	17,010,018	12,642,436	572,876	501,663	30,726,993
Reserves	15,583,749			-	15,583,749
Ending Fund Balance	$ 1,804,244	$ 8,537,985	$ 147,990	$ 147,360	$ 10,637,579

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
2014-2015

	General & Lease Equipment Fund			Special Revenue Funds		
	ACTUAL 2012-2013	ESTIMATED 2013-2014	APPROVED 2014-2015	ACTUAL 2012-2013	ESTIMATED 2013-2014	APPROVED 2014-2015
Revenue						
Taxes	$ 22,232,306	$ 23,416,656	$ 22,865,550	$ 3,064,039	$ 3,177,165	$ 3,065,228
License & Fees	706,082	327,530	337,200	-	-	46,100
Intergovernmental	529,634	503,302	489,986	3,001,007	2,409,864	3,927,750
Fines	614,944	663,500	663,500	36,417	47,250	25,750
Charges for Services	6,975,998	6,376,550	6,540,050	2,448,778	2,332,181	1,490,250
Miscellaneous	678,260	655,869	440,500	112,137	151,457	279,395
				-		
Total Revenue	31,737,224	31,943,407	31,336,786	8,662,378	8,117,917	8,834,473
Expenditures						
General Government	4,108,389	4,836,276	5,455,499	603,775	972,371	554,079
Public Safety	13,501,021	14,155,341	15,762,594	246,361	221,189	570,252
Public Service	5,186,928	4,920,467	5,232,743	3,044,566	2,761,796	3,908,634
Public Works	2,390,888	2,736,713	3,054,689	454,356	104,578	1,038,688
Sanitation	3,549,487	3,564,175	3,425,717	89,457	-	-
Debt Service:						
Principal	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-
Total Expenditures	28,736,713	30,212,972	32,931,242	4,438,515	4,059,934	6,071,653
Excess Revenue Over/(Under) Expenditures	3,000,511	1,730,435	(1,594,456)	4,223,863	4,057,983	2,762,821
Other Financing Sources (Uses)						
Revenue Bond Proceeds						
Operating Transfers in	3,878,051	5,158,278	4,845,283	340,968	470,628	749,109
Operating Transfers (out)	(2,939,570)	(7,451,523)	(6,788,403)	(5,192,739)	(3,727,112)	(3,422,509)
Prior Period Adjustment	-	-	-	-	-	-
Contingency Reserve	-	-	(250,000)	-	(250,000)	(250,000)
Total Other Sources (Uses)	938,481	(2,293,245)	(2,193,120)	(4,851,771)	(3,506,484)	(2,923,400)
Beginning Fund Balance	12,358,371	16,297,363	15,734,554	8,240,253	7,612,345	8,413,844
Projection Reserve	(7,068,670)	(8,623,122)	(8,663,548)		(491,752)	(3,491,752)
Projected Ending Fund Balance	$ 9,228,694	$ 7,111,432	$ 3,283,430	$ 7,612,345	$ 7,672,092	$ 4,761,513

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
2014-2015

	Debt Service Funds			Enterprise Funds & Revenue Capital		
	ACTUAL 2012-2013	ESTIMATED 2013-2014	APPROVED 2014-2015	ACTUAL 2012-2013	ESTIMATED 2013-2014	APPROVED 2014-2015
Revenue						
Taxes	$ -	$ -	$ -	$ -	$ -	$ -
License & Fees	-	-	-	-	-	-
Intergovernmental	-	-	-	396,027	465,096	50,000
Fines	-	-	-	-	-	-
Charges for Services	-	-	-	21,391,708	21,006,924	21,942,618
Miscellaneous	863	700	700	487,231	699,823	308,186
Total Revenue	863	700	700	22,274,966	22,171,843	22,300,804
Expenditures						
General Government	880,424	880,424	880,424	-	-	-
Public Safety	870,000	-	-	-	-	-
Public Service	47,794	69,629	-	1,521,443	1,309,181	1,519,586
Public Works	20,435	21,287	22,000	20,760,996	15,645,623	20,853,289
Sanitation	117,552	117,552	117,552	-	-	-
Debt Service:						
Principal	2,325,000	2,420,000	2,530,000	3,830,000	3,945,000	3,835,000
Interest & Fees	1,498,558	1,291,222	1,183,175	1,710,960	2,215,000	3,012,094
Total Expenditures	5,759,763	4,800,114	4,733,151	27,823,399	23,114,804	29,219,969
Excess Revenue Over/(Under) Expenditures	(5,758,900)	(4,799,414)	(4,732,451)	(5,548,433)	(942,961)	(6,919,165)
Other Financing Sources (Uses)						
Revenue Bond Proceeds				-	10,880,000	6,500,000
Operating Transfers in	5,784,495	5,073,490	4,653,019	55,000	-	-
Operating Transfers (out)	-	-	-	(2,922,046)	(3,485,930)	(4,086,500)
Prior Period Adjustment	-	-	-	-	-	-
Contingency Reserve	-	-	-	-	-	(500,000)
Total Other Sources (Uses)	5,784,495	5,073,490	4,653,019	(2,867,046)	7,394,070	1,913,500
Beginning Fund Balance	394,054	419,649	693,725	33,746,899	25,331,420	31,782,529
Projection Reserve	-	-	-	(13,850,136)	(15,276,497)	(15,083,749)
Projected Ending Fund Balance	$ 419,649	$ 693,725	$ 614,293	$ 11,481,284	$ 16,506,032	$ 11,693,115

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
2014-2015

	Capital Project Funds			Total All Funds		
	ACTUAL 2012-2013	ESTIMATED 2013-2014	APPROVED 2014-2015	ACTUAL 2012-2013	ESTIMATED 2013-2014	APPROVED 2014-2015
Revenue						
Taxes	$ -	$ -	$ -	$ 25,296,345	$ 26,593,821	$ 25,930,778
License & Fees	-	-	-	706,082	327,530	383,300
Intergovernmental	145,815	410,000	-	4,072,483	3,788,262	4,467,736
Fines	-	-	-	651,361	710,750	689,250
Charges for Services	-	-	-	30,816,484	29,715,655	29,972,918
Miscellaneous	1,963	1,640	2,130	1,280,454	1,509,489	1,030,911
Total Revenue	147,778	411,640	2,130	62,823,209	62,645,507	62,474,893
Expenditures						
General Government	152,369	50,000	150,000	5,744,957	6,739,071	7,040,002
Public Safety	-	158,373	-	14,617,382	14,534,903	16,332,846
Public Service	84,803	-	200,000	9,885,534	9,061,073	10,860,963
Public Works	1,585,062	475,646	1,750,000	25,211,737	18,983,847	26,718,666
Sanitation	-	-	-	3,756,496	3,681,727	3,543,269
Debt Service:						
Principal	-	-	-	6,155,000	6,365,000	6,365,000
Interest & Fees	-	-	-	3,209,518	3,506,222	4,195,269
Total Expenditures	1,822,234	684,019	2,100,000	68,580,624	62,871,843	75,056,015
Excess Revenue Over/(Under) Expenditures	(1,674,456)	(272,379)	(2,097,870)	(5,757,415)	(226,336)	(12,581,122)
Other Financing Sources (Uses)						
Revenue Bond Proceeds				-	10,880,000	6,500,000
Operating Transfers in	1,984,224	5,042,593	4,480,425	12,042,738	15,744,989	14,727,836
Operating Transfers (out)	(988,383)	(880,424)	(880,424)	(12,042,738)	(15,544,989)	(15,177,836)
Prior Period Adjustment	-	-	-	-	-	-
Contingency Reserve	-		-	-	(250,000)	(1,000,000)
Total Other Sources (Uses)	995,841	4,162,169	3,600,001	-	10,830,000	5,050,000
Beginning Fund Balance	1,727,510	1,048,895	4,938,907	56,467,087	50,709,672	61,563,559
Projection Reserve	-	-	(17,700)	(20,918,806)	(24,391,371)	(27,256,749)
Projected Ending Fund Balance	$ 1,048,895	$ 4,938,685	$ 6,423,338	$ 29,790,867	$ 36,921,966	$ 26,775,689

Management & Budget Policies

2014-2015

City of Cleburne’s Budget Process

The fiscal budget for the City of Cleburne is a document that outlines the services that the City will provide to its residents. Although the budget is usually expressed in terms of costs, the key ingredient is the output or levels of service that will be provided as a result of those costs. In brief, the budget is a public information document which provides the residents of Cleburne with information on the levels and types of service which they can expect for their tax dollars.

The budget process has been devised to provide information that will assist all managers, directors, the City Manager, and the City Council in making important decisions that will ensure the accomplishment of the City's basic priorities: fiscal integrity, continuity of operations and policies, and the providing of a quality environment for our citizens.

The City of Cleburne's budgeting process, maintained at the departmental level, began on February 11, 2014 with the Director of Finance issuing preliminary instructions and dates for submission of budget requests with forms for revenue projections. Revenue projections were due on March 3 and the analysis of projected resources for the coming year was presented to the City Manager on April 11. Budget operational requests and capital projects requests were to be entered into mBudget no later than May 2. The Director of Finance compiled the department's data and presented it to the City Manager on July 8. The City Manager reviewed the department’s requests, presented, and discussed the budget with the Council during the month of August. On August 26, 2014 a public hearing on the budget was held with copies of the proposed document available to the public. The budget, tax rate, water rate, sewer rate, and drainage rate ordinances were approved by the City Council at the meeting on September 9, 2013. The City Council was involved intermittently throughout the planning process.

budget calendar

February 11th	Request revenue variances and projections from all Directors.
February 28th	Revenue variances and projections are due in the Budget Department.
March 3rd	Request Capital Improvement Project Request Forms and department budgets from all Directors.
March 18th	Council Budget Overview Workshop
April 11th	Budget Department completes revenue analysis and projects resources for the coming year.
May 2nd	All department budget requests, department narratives, and Leased Equipment Improvement requests must be entered into the mBudget software. Capital Improvement Request forms are due in the Budget Department.
May 2nd	Divisions and Departments will be locked out of mBudget at 5:00 PM
July 8th	Budget Department presents budget requests to the City Manager and Directors with highlights, issues and recommendations.
July 25th	Certified Tax Rolls received from Johnson County Appraisal District.
July 9th – July 29th	City Manager reviews & prepares his budget to go to Council.
July 30st	File City Managers Budget with the City Secretary.
August 5th (Special Council Meeting)	City Manager, Director of Finance and Budget Manager will present proposed 2014-2015 Budget & Five Year Capital Improvements Plan to the City Council at a budget workshop.
August 6th – August 26th	Additional budget workshops – as needed
September 23rd	Date of Public Hearing on proposed 2014-2015 Budget and Approval of 2014-2015 Budget, tax rate, water rate, sewer rate, and drainage rate
October 1st	New fiscal year begins for the 2014-2015 Budget Year

SUMMARY OF SIGNIFICANT ACCOUNTING, FISCAL, OPERATIONAL AND BUDGETARY POLICIES

As stewards of the City's revenues, including the citizen's tax dollars, staff has the responsibility of accounting for all public funds and managing those funds wisely. All while ensuring that services continue to be provided and that ever growing infrastructure needs are met. The following summary of accounting policies, which conform to GAAP, GASB and GFOA 'Best Practices,' provide the framework through which these responsibilities are fulfilled.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Fund Accounting

The basic accounting and reporting entity is a "fund". A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording resources, related liabilities, obligations, reserves, and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The accounting records of the City are organized on the basis of funds classified for reporting purposes as follows:

Governmental Fund Types

General Fund

The General Fund is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in the fund. From this fund are paid the general operating expenditures and capital improvement costs which are not paid elsewhere. Some of the departments included in this fund are Police, Fire, City Secretary, Finance, Parks, Inspections, and Sanitation.

Special Revenue Funds

The special revenue funds are used to account for the proceeds from other than general revenue sources, some of which are legally restricted to expenditures for specified purposes. Special revenue funds are not used for special assessments, or expendable trusts. The Mineral Lease & Royalties Fund, the Child Safety Fund, and Transportation Fund are just a few of our special revenue funds.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources, and the payment of general fund long-term debt principal, interest, and related costs from governmental resources.

Capital Projects Funds

The capital projects funds account for financial resources used to fund major capital improvement projects. These funds account for bond funds as well as pay-as-you-go project funding.

Proprietary Fund Types

Enterprise Funds

The enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. This occurs where the intent of the City Council is that the cost of providing goods or services to the general public on a continuing basis be

financed or recovered primarily through user charges. Our enterprise funds include the Water-Wasterwater Fund, the Airport Fund, and the Drainage Utility Fund.

Measurement Focus and Basis of Accounting

The City's accounting and budgeting records for governmental fund type (General, Special Revenue, Enterprise, Debt Service, and Capital Projects) operations are maintained and the financial statements are prepared on the modified accrual basis of accounting except for depreciation, compensated absences, and bad debt expense in the enterprise funds. Under the modified accrual basis revenues are recorded when measured and available, expenditures are recorded when the liability is incurred. Governmental fund types are accounted for on a current financial resources measurement focus. Accordingly, only current assets and current liabilities are included on their balance sheets. The reported fund balance provides an indication of available, spendable resources. Operating statements for governmental fund types report increases (revenues) and decreases (expenditures) in available spendable resources. The basis of budgeting aligns with the basis of accounting for each fund.

Financial accounting and reporting are done in accordance with methods prescribed by the Governmental Accounting Standards Board and the Government Finance Officers Association. Our reports are available to bond rating agencies and other interested organizations.

Property taxes, hotel/motel occupancy taxes, traffic fines, special assessments, and entitlements held at year-end by an intermediary collecting government are recognized as revenue under the modified accrual basis of accounting. Revenues from the use of money and property are recorded when earned.

Fines other than traffic fines, fees, permits, charges for services, and miscellaneous revenues are recorded as governmental fund revenues when received in cash because they are generally not measurable until actually received.

Internal Accounting Controls

The internal accounting controls are designed to provide reasonable assurance regarding:

(1) the safeguarding of assets against loss from unauthorized use or disposition, and

(2) the reliability of financial records for preparation of financial statements and maintaining asset accountability.

The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived. The evaluation of costs and benefits requires estimates and judgments by management. Budgetary control is maintained at the department level by the commitment of estimated amounts prior to releasing purchase orders to vendors.

Compensated Absences

In accordance with GASB, a liability is recorded for unused vacation and similar compensatory leave balances since the employees' entitlement to these balances are attributable to services already rendered. Virtually all of these balances will be liquidated by either paid time off or payments upon termination or retirement.

Also under GASB, a liability is recorded for unused sick leave balances only to the extent that it is probable that the unused balances will result in termination payments. Other amounts of unused sick leave are excluded from the liability since their payment is contingent solely upon the occurrence of a future event (illness) which is outside the control of the City and the employee.

In governmental funds, compensated absences (unpaid vacation and sick leave) are recorded as expenditures in the year they are paid. The balance of unpaid vacation and vested sick leave at year-end is recorded in the annual audit, as these amounts will be liquidated from future resources.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in governmental funds. Encumbrances outstanding at year-end are reported as fund balance reserves since they do not constitute expenditures or liabilities. The City tries to minimize encumbrances and will only book encumbrances for a major item.

Accounting for Self-Insurance Activities

The City records a liability for litigation, judgments, and claims (including claims incurred, but not reported) when it is probable that an asset has been impaired or a liability has been incurred prior to year-end and the probable amount of loss (net of any insurance recovery) can be reasonably estimated. Liabilities resulting from self-insurance activities are recorded in the annual audit, since they are funded on a “pay-as-you-go” basis and are not payable from currently available financial resources.

SUMMARY OF SIGNIFICANT OPERATIONAL POLICIES

General Operational Policies

It is City policy to provide sufficient working capital in all funds necessary to meet current operating needs.

It is the City's intent to pass a share of the cost of extending utilities and improvements in subdivisions to property owners of the subdivisions rather than to the general public.

The City will strive to use “pay-as-you-go” financing of capital improvements where feasible while planning for capital improvements on a five year basis updated annually. The Leased Equipment Improvement Plan, also on a five year basis, will be funded at the required levels in order to maintain the financial integrity of the fund.

Population Growth

As the population continues to grow, it is important to foster economic development, make available quality of life opportunities, as well as improve, sustain and expand infrastructure and services. The development of TIF districts and other incentives continue to assist with commercial and industrial development. The 4B Corporation remains at the forefront of sustaining and developing quality of life projects important to the citizens. Mineral royalties have been appropriated for quality of life development as well as infrastructure expansion and

improvement. Operating funds continue to be appropriated for existing services and infrastructure maintenance while continuing to maintain healthy fund balances.

Drainage Utility

To stop the continued flooding problems the City experienced in the 80's and 90's, the City implemented a Drainage Utility Fund. Through this fund, dedicated revenues are collected from property owners to fund drainage projects throughout the City.

Water Fund and Supply

In 1964, Lake Pat Cleburne was constructed and served as the City's sole water supply. In 1997, the City engaged an engineering firm to provide a master water supply plan that would ensure the City would be prepared to meet future demand. This study is updated regularly. Each year, as part of the budget, the staff prepares a five to seven year planning budget. This planning document provides the Council with the information necessary to keep the impact to the rate structure at a minimum, while ensuring that bond coverage covenants will be met. While the system expansion will result in some new debt issues, some system improvements will be financed through the current revenues rate increases will create in preparation for the larger supply expansions.

Vehicle and Equipment Replacement

The Leased Equipment Improvement Plan was established in 1991 to systematically replace vehicles and equipment in the General Fund. In 2010 the Council established a special fund for this plan to ensure funds would continue to be available for these replacements. This plan has allowed the city to provide for the timely replacement of vehicles and equipment, through yearly lease payments, without adversely affecting the tax rate when larger equipment replacements are necessary.

SUMMARY OF SIGNIFICANT FISCAL POLICIES

The City of Cleburne adheres to these financial policies to ensure prudent financial management. The established long-range policies regarding financial management are as follows:

1. Exercise a discipline which allows the City to retain a sound financial condition
2. Strive to retain the best possible rating on bonds
3. Provide future generations with the ability to borrow capital for the construction of facilities without severe financial burden
4. Give recognition to the community's needs and ability to pay

General Fund Reserves

The City Council established a 90 day fund balance policy in 2011. Later in the year, the policy was amended to reflect GASB 54. This 90 day policy should be adequate to handle unexpected decreases in revenues and provide for extraordinary unbudgeted expenditures. Achieving and maintaining this fund balance should provide for unanticipated contingencies such as lawsuits, natural disasters, severe fluctuations in sales tax, and other fiscal emergencies. The fund balance for 2013-2014 and 2014-2015 is estimated to be $13,684,593 and $10,382,132 respectively.

Enterprise Funds

The enterprise funds will compensate the General Fund for the general and administrative services thereby provided such as management, finance, and personnel.

The City will adopt annual utility and drainage rates which will generate revenues sufficient to cover operating expenses and meet the legal requirements of bond covenants. Rates will also fund adequate capital replacement of water distribution, sewage collection and drainage systems.

Capital Financing and Debt Management

The following is established to provide for the basis of when debt financing may be appropriate for the City of Cleburne and the management of the debt.

1. The City will consider the use of debt financing only for one time capital improvement projects and only under the following circumstances:
    a. When the projects useful life will exceed the term of the financing.
    b. When the project revenues or specific resources will be sufficient to service the long term debt.
2. Debt financing will not be considered for any recurring purpose such as current operating and maintenance expenditures. The issuance of short term instruments such as loans or notes is excluded from this limitation.
3. Capital improvements will be financed primarily through user fees, service charges, assessments and developer agreements when the benefits can be specifically attributed to users of the facility. Accordingly, community development permits have been created and implemented at levels sufficient to ensure that new development pays its fair share of the cost of constructing necessary community facilities.
4. The City will use the following criteria to evaluate “pay-as-you-go” vs. long term financing in funding capital projects:
    a. Factors favoring “pay-as-you-go” financing:
        1) Current revenues and adequate fund balances are available or project phasing can be accomplished.
        2) Increasing debt levels would adversely affect the City’s credit rating.
        3) Market conditions are unstable or present difficulties in marketing.
    b. Factors favoring long term financing:
        1) Revenues available for debt service are deemed sufficient and reliable so that long term financings can be marketed with investment grade credit ratings.
        2) The project securing the financing is of the type which will support an investment grade credit rating.
        3) Market conditions present favorable interest rates and demand for City financing.
        4) A project is mandated by state or federal requirements and resources are insufficient or unavailable.
        5) The project is immediately required to meet or relieve capacity needs and current resources are insufficient or unavailable.
5. Debt Management:
    a. The City will not obligate the General Fund to secure long term financings except when marketability can be significantly enhanced.

   b. An internal analysis will be prepared for each long term financing which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.
   c. The City will generally conduct financings on a competitive basis. However, negotiated financings may be used due to market volatility or the use of an unusual or complex financing or security structure.
   d. The City will seek an investment grade rating on any direct debt and will seek credit enhancements such as insurance when necessary for marketing purposes and cost effectiveness.
   e. The City will monitor all forms of debt annually with the preparation of the annual budget.
   f. The City will diligently monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations.
   g. The City will maintain ongoing communications with bond rating agencies regarding its financial condition and follow a policy of full disclosure on every financial report and official statement.
6. Debt Capacity:
   a. General Purpose Debt Capacity. The City will carefully monitor its level of general purpose debt. Even though general purpose debt capacity is not subject to any legal limitation, issuing of debt will only be used for high priority projects where other financing methods cannot be reasonably used.
   b. Enterprise Fund Debt Capacity. The City will set enterprise fund rates at levels needed to fully cover debt service requirements as well as operations, maintenance, administration and capital improvements costs. The ability to afford new debt for enterprise operations will be evaluated as an integral part of the City's rate review and setting process.
7. The City has and will continue to retain a financial advisor in connection with any debt issuance.

Financial Reporting and Budget Administration

The City of Cleburne uses the following policies to set procedures for monitoring the financial status of the City's various funds and cash flow.

1. Annual Reporting. The City will prepare annual financial statements as follows:
   a. The City will contract for an annual audit by a qualified independent certified public accountant. The City will strive for an unqualified auditor's opinion.
   b. The city will use generally accepted accounting principles in preparing the annual financial statements and will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program.
   c. The City will issue audited financial statements within 150 days after year-end.
2. Interim Reporting. The city will prepare and issue timely reports on the City's fiscal status to the Council and staff. This includes the following;
   a. Monthly budget status reports to all department heads.
   b. Quarterly investment report to the City Council.
   c. Monthly budget status and balance sheet to the City Manager and Council.
   d. Mid year status report of major funds.
3. Budget Administration. The City is required by its Charter to submit to the City Council a proposed budget and an explanatory budget message to be adopted no later than the first regular Council meeting of the last month of the current fiscal year.
   a. A balanced budget must be presented to the Council for adoption.

b. A budget is deemed balanced when the anticipated revenues exceed or equal the anticipated expenditures for the budget period.
c. Per the Charter a line item budget for all functions will be developed. This allows for effective management and budgetary control of assets and assists in achieving the objectives that have been decided by the community.
d. Each department director is held accountable for meeting program objectives and monitoring the use of budget allocations to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council.
e. The City of Cleburne's budget can be amended by the City Council in any of the following methods: through line item changes at the departmental level, changes between departments or programs, and changes in the total appropriation. The City Manager may start this process at any time, with the approval of the Council, in order to transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within an office, department or agency. Another provision in the Charter states that at the request of the City Manager and within the last three months of the budget year, the Council may, by resolution, transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another.
f. Generally, appropriations lapse at year-end to the extent they have not been expended or encumbered. Certain expenditures are re-appropriated as part of the following year's budget. Unfinished capital improvement projects are the most significant example of re-appropriated expenditure.

In Conclusion

The City Council and staff take the stewardship of public funds seriously. The budget document serves as a "blueprint" of the City's plan for expenditure of public funds. It identifies what services are to be delivered to the residents during the upcoming fiscal year. The manner in which these services are provided to the City residents is described by this document in that it establishes daily operational funds, staffing levels, and capital improvement expenditures. The goals and objectives for fiscal year 2014-2015 are identified in the narrative sections of the budget document for each department. The accomplishments of the prior years, 2012-2013 and 2013-2014, objectives are also included in those sections.

INVESTMENT POLICIES

The purpose of this document is to set forth-specific investment policy and strategy guidelines for the City of Cleburne (the “City”) in order to achieve the goals of safety, liquidity, public trust, and yield for all investment activity. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Chapter 2256, Subchapter A (the “Act") to define, adopt and review a formal investment strategy and policy.

INVESTMENT STRATEGY

The City maintains portfolios, which utilize four specific investment strategy considerations, designed to address the unique characteristics of the fund groups represented in the portfolios:

A. Investment strategies for operating funds and commingled pools containing operating funds have as their primary objectives to protect principal and to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short- to medium-term securities, which will complement each other in a laddered or barbell maturity structure. The maximum stated final maturity date of any individual investment shall not exceed two years. The dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date of each security.

B. Investment strategies for debt service funds shall have as the primary objectives to protect principal and to assure investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall be of high quality and not have a stated final maturity date, which exceeds the next unfunded debt service payment date.

C. Investment strategies for debt service reserve funds shall have as the primary objectives to protect principal and to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible. Such securities will tend to hold their value during economic cycles. The maximum stated final maturity date of any individual investment shall not exceed the lesser of three years or the final maturity date of the underlying bond issue.

D. Investment strategies for special projects or special purpose fund portfolios will have as their primary objectives to protect principal and to assure that anticipated cash flows are matched with adequate investment liquidity to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held shall

not exceed the lesser of the anticipated cash flows, or the estimated project completion date.

INVESTMENT POLICY

I. SCOPE

This investment policy applies to all financial assets of the City. These funds are accounted for in the City's Comprehensive Annual Financial Report (CAFR) and include:

* General Fund
* Special Revenue Funds
* Debt Service Funds
* Capital Projects Funds
* Enterprise Funds

II. OBJECTIVES

The City shall manage and invest its cash with four objectives, listed in order of priority: Safety, Liquidity, Public Trust, and Yield. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and Local law.

The City shall maintain a comprehensive cash management program, which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

Safety

The primary objective of the City's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities defaults or erosion of market value.

Liquidity

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by maintaining liquid balances, matching investment maturities with forecasted cash flow requirements, and by investing in securities with active secondary market.

Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction which might impair public confidence in the City's ability to govern effectively.

Yield

The City's cash management portfolio shall be designed with the objective of providing a market rate of return.

III. RESPONSIBILITY AND CONTROL

Investment Committee

An Investment Committee, consisting of the City Manager, Director of Finance and Assistant Director of Finance shall meet at least quarterly to determine operational strategies. These meetings may include discussions regarding performance reports, economic outlook, portfolio diversification, maturity structure, potential risk to the City's funds, authorized brokers and dealers, independent training sources, and the target rate of return on the investment portfolio, etc.

Delegation of Authority and Training

Authority to manage the City's investment program is derived from this Investment Policy. The City Manager, Director of Finance and Assistant Director of Finance are designated as Investment Officers of the City and are responsible for investment decisions and activities. The Director of Finance and Assistant Director of Finance shall establish written procedures for the operation of the investment program, consistent with this Investment Policy. To ensure qualified and capable investment management, each Investment Officer shall attend at least one training session and receive not less than 10 hours relating to the Officer's responsibility under the Act within 12 months after assuming duties, and, thereafter, receive not less than 10 hours of additional instruction every two years. The training provider must be an independent source recognized by the state of Texas.

Internal Controls

The Director of Finance and the Assistant Director of Finance are responsible for establishing and maintaining an internal control environment designed to ensure that the assets of the entity are protected from loss, theft or misuse.

Prudence

The standard of prudence to be applied by the Investment Officer(s) shall be the "prudent investor" rule, which states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probably safety of their capital as well as the probable income to be derived." In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

A. The investment of all funds, or funds under the City's control, over which the Officer had responsibility rather than a consideration as to the prudence of a single investment.

B. Whether the investment decision was consistent with the written investment policy of the City.

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

City staff involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performances of the City's portfolio. City staff shall subordinate their personal financial transactions to those of the City, particularly with regard to timing of purchases and sales.

An Investment Officer of the City who has a personal business relationship or who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

An Officer or employee involved in the investment process has a personal business relationship with a business organization if:

a) The Officer or employee owns 10 percent or more of the voting stock or shares of the business organization or owns $5,000 or more of the fair market value of the business organization;
b) Funds received by the officer or employee from the business organization exceed 10 percent of his/her gross income for the previous year; or
c) The Officer or employee has acquired from the business organization during the previous year investments with a book value of $2,500 or more for his/her personal account.

IV. REPORTING

Quarterly Reporting

The Investment Officer(s) shall submit a signed quarterly investment report that summarizes current market conditions, economic developments and anticipated investment conditions. The report shall comply with the Act and summarize investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and shall explain the total investment return for the quarter.

Annual Report

Within 90 days of the end of the fiscal year, the Director of Finance shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and City Council.

Methods

The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner, which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be provided to the City Manager and City Council. The report will include, but not be limited to, the following:

A. A listing of individual securities held at the end of the reporting period.

B. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

C. Additions and changes to the market value during the period.

D. Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks.

E. Listing of investments by maturity date.

F. The percentage of the total portfolio which each type of investment represents.

G. Statement of compliance of the City's investment portfolio with State Law and the investment strategy and policy approved by the City Council.

H. Fully accrued interest payable at the end of the reporting period.

Audit Requirement

The above reports shall be formally reviewed at least annually by an independent auditor according to all relevant generally accepted accounting principles, federal, state and local laws, policies and regulations.

Portfolio Pricing

The portfolio shall be valued, at a minimum, on a quarterly basis. Market prices for securities may be provided by an Investment Advisor, or any independent market pricing source including, but not limited to, Bloomberg, the Wall Street Journal or any broker/dealer that is not responsible for selling the security being priced to the City.

V. INVESTMENT PORTFOLIO

Active Portfolio Management
The City shall pursue an active versus a passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments, and will adjust the portfolio accordingly.

Investments
Assets of the City may be invested in the following instruments; provided, however, that at no time shall assets of the City be invested in any instrument or security not authorized for investment under this Investment Policy and the Act, as the Act may from time to time be amended. In the event an authorized investment loses its required minimum credit rating, all prudent measures will be taken to liquidate said investment. Additionally, the City is not required to liquidate investments that were authorized at the time of purchase.

I. Authorized

A. Obligations of the United States of America, its agencies and instrumentalities that meet the requirement of the Act.

B. Direct obligations of the State of Texas and agencies thereof that meet the requirement of the Act.

C. Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United States of America that meet the requirement of the Act.

D. Obligations of the States, agencies thereof, Counties, Cities, and other political subdivisions of any state having been rated as investment quality by a nationally recognized investment rating firm, and having received a rating of not less than "A" or its equivalent that meet the requirement of the Act.

E. Deposits, to include certificates of deposit, that adhere to 2256.010 of the Act.

F. Repurchase and reverse purchase agreements whose underlying purchased securities meet the requirement of the Act.

G. Joint pools of political subdivisions in the State of Texas, which invest in instruments and follow practices required by the Act.

H. Money Market Mutual Funds that meet the requirement of the Act.

II. Not Authorized

The City's authorized investments options are more restrictive than those allowed by State law. State law specifically prohibits investment in the following investment securities:

A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pay no principal.

B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.

C. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years.

D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Holding Period

The City of Cleburne intends to match the holding periods of investment funds with liquidity needs of the City. The maximum final stated maturity of any investment shall not exceed three years.

Risk and Diversification

The City of Cleburne recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification, which shall be achieved by the following general guidelines:

A. Risk of issuer default is controlled by limiting investments to those instruments allowed by the Act, which are described herein.

B. Risk of market price changes shall be controlled by avoiding over-concentration of assets in a specific maturity sector, limitation of average maturity of operating funds investments to one year, and avoidance of over-concentration of assets in specific instruments other than U. S. Treasury Securities, insured or collateralized certificates of deposits, or joint pools of political subdivisions in the State of Texas.

VI. SELECTION OF BANKS AND DEALERS

Depository

In accordance with State law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the credit worthiness of institutions shall be considered, and the Director of Finance shall conduct a comprehensive review of prospective depository’s credit characteristics and financial history.

Certificates of Deposit

Banks seeking to establish eligibility for the City's competitive certificate of deposit purchase program shall submit for review annual financial statements, evidence of federal insurance and other information as required by the Director of Finance.

Securities Dealers

For broker/dealers of investment securities, the City shall select only those dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as the "Primary Government Security Dealers", unless an analysis reveals that other firms are qualified to conduct public business. All Securities dealers shall provide the City with references from public entities, which they are currently serving. All broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- Audited financial statements
- Proof of Financial Industry Regulatory Authority (FINRA) certification
- Proof of state registration
- Completed broker/dealer questionnaire
- Certification of having read the City's investment policy in compliance with the Act and acknowledgement that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization.

VII. SAFEKEEPING AND CUSTODY

Insurance or Collateral

All deposits of City funds shall be secured by pledged collateral as defined by the Act and this policy. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be a minimum pledged security market value of 102% of the principal and accrued interest on the deposits, less an amount insured by the FDIC. Evidence of the pledged collateral shall be maintained by the Director of Finance. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

Safekeeping Agreement

Collateral pledged to secure deposits of the City shall be held by a custodian institution in accordance with a Custodial Agreement which clearly defines the procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The custodian institution, or Custodian, shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

Collateral Defined

The City of Cleburne shall accept only the following securities as collateral:

A. FDIC insurance coverage.

B. A bond, certificate of indebtedness, or note of the United States and its agencies and instrumentalities, or other evidence of indebtedness of the United States agencies and instrumentalities that is guaranteed as to principal and interest by the United States agencies and instrumentalities.

C. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.

D. A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

Subject to Audit

All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.

Delivery vs. Payment

All securities shall be purchased using the delivery vs. payment method. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the safekeeping agent. The security shall be held in the name of the City or held on behalf of the City. The safekeeping agent's records shall assure the notation of the City's ownership of or explicit claim on the securities.

VIII. INVESTMENT POLICY ADOPTION

The City investment policy shall be adopted by resolution of the City Council, at least annually. The policy shall be reviewed for effectiveness on at least annually by the Investment Committee and any modifications will be recommended for approval to the City Council.

General Fund

2014-2015

GENERAL FUND

Operating Budget

2014-2015

Where it comes from. . . . .Where it goes

It comes from. . . .

Taxes Current & Delinquent Taxes, Franchise Fees and Sales Taxes	64.98%
License & Fees All Permits, Fees & Community Development Licenses	0.96%
Fines & Forfeitures	1.89%
Charge For Services Sanitation, Golf, Cemetery, Civic Center, Rent & Leases, Aquatics Facility & Miscellaneous	18.58%
Miscellaneous	0.17%
Transfers From Special Revenue, Water & Sewer, Airport, & Drainage Utility Funds	13.43%
	100.00%

It goes to. . . .

Public Safety Police & Fire Protection	46.92%
Public Service Golf, Pools, Library, Museum, Civic Center, Cemetery, Community Services, Building Services & Parks & Recreation	16.22%
Public Works Street, Inspection, Fleet Maintenance, Engineering, Sanitation, Public Works & Health	19.90%
Administration Council, City Manager, City Attorney, Human Resources, Finance, MIS, City Secretary, Municipal Court & Economic Development	16.96%
	100.00%

GENERAL FUND

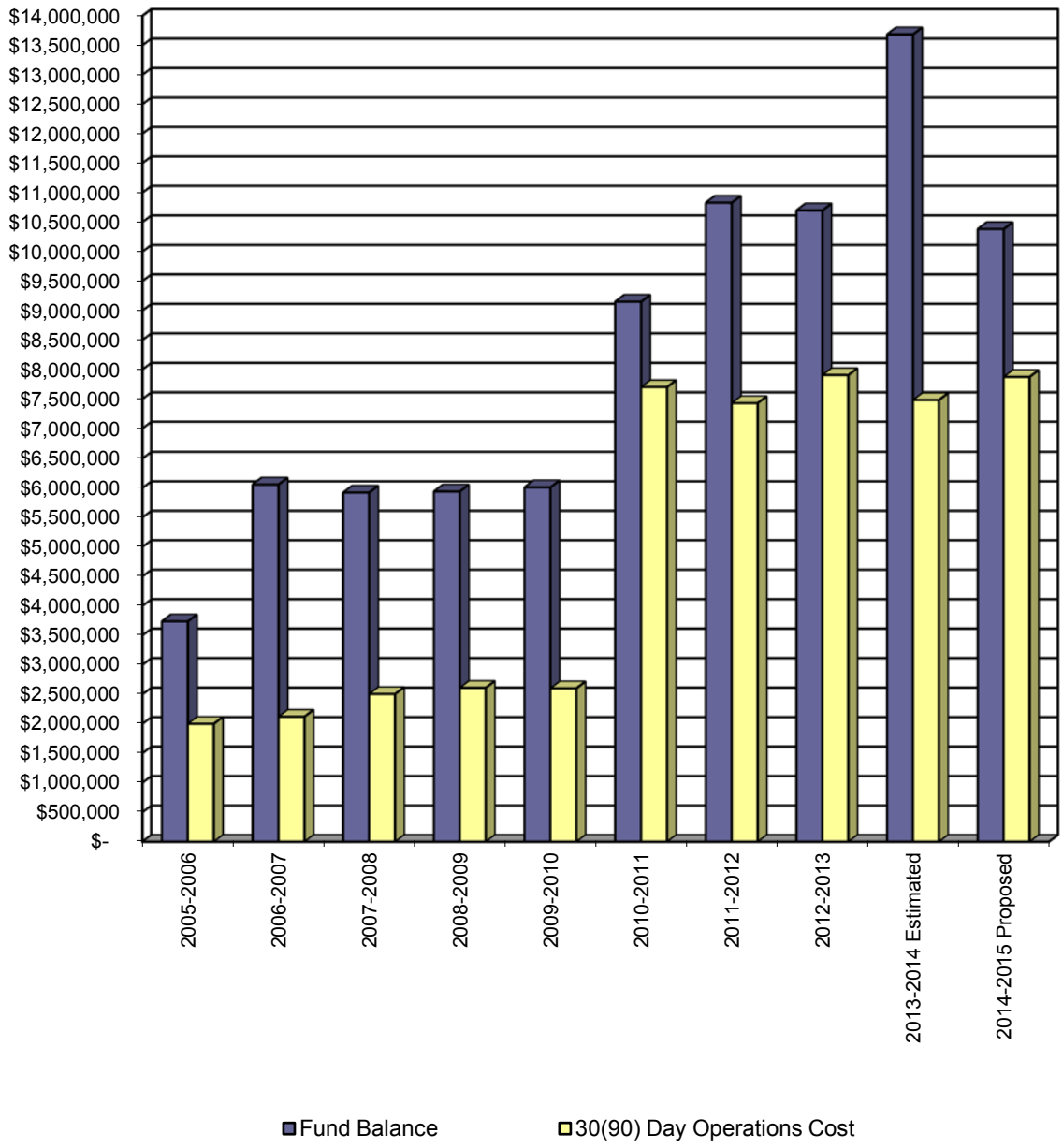
Summary of Receipts & Disbursements

2014-2015

	ACTUAL 2011-2012	ACTUAL 2012-2013	BUDGET 2013-2014	ESTIMATED 2013-2014	APPROVED 2014-2015
Beginning Unreserved Fund Balance	$ 9,102,426	$ 11,116,865	$ 14,745,737	$ 14,745,737	$ 13,684,592
Receipts:					
Ad Valorem Taxes	13,850,024	14,277,180	14,804,098	15,071,373	14,781,356
Non-Property Taxes & Fees	8,543,483	7,955,126	7,510,398	8,345,283	8,084,194
Licenses & Fees	359,372	706,082	300,400	327,530	337,200
Charges for Service	6,790,682	6,975,998	6,589,250	6,376,550	6,540,050
Fines	650,527	614,944	663,500	663,500	663,500
Miscellaneous	134,512	511,546	427,000	440,241	59,000
Total Receipts:	30,328,600	31,040,876	30,294,646	31,224,477	30,465,300
Payment for Services Provided for by General Fund:					
Enterprise Funds	2,204,537	1,931,944	2,048,750	2,692,500	2,842,500
Mineral Leases and Royalties	1,235,204	-	-	-	-
Special Rev. Funds	1,478,680	1,824,441	2,538,427	2,345,778	1,882,783
Total Transfer In:	4,918,421	3,756,385	4,587,177	5,038,278	4,725,283
Total Current Receipts	35,247,021	34,797,261	34,881,823	36,262,755	35,190,583
TOTAL FUNDS AVAILABLE	44,349,447	45,914,126	49,627,560	51,008,492	48,875,175
Expenditures:					
Salaries and Wages	14,760,900	14,154,524	15,795,883	14,807,700	15,329,314
Benefits	6,443,966	5,919,423	7,612,823	6,783,061	7,569,416
Eliminated Positions/Savings Needed	-	-	-	-	
Supplies and Materials	2,017,935	2,021,571	1,899,336	1,820,423	1,870,335
Maintenance - Building	520,664	465,920	575,363	537,950	534,400
Maintenance - Equipment	751,096	618,119	769,550	702,498	774,486
Contractual and Misc. Services	5,096,272	4,900,675	5,541,716	5,115,254	5,250,641
Miscellaneous Charges	127,330	194,446	166,350	165,600	165,600
Capital - Structures	-	-	-	-	-
Capital - Equipment	230,717	82,195	32,500	72,500	328,000
Total Expenditures:	29,948,880	28,356,873	32,393,521	30,004,986	31,822,192
Housing Fund	40,685	26,386	20,000	33,228	34,059
Cletran Fund	60,000	60,000	60,000	60,000	60,000
Transfer to Performance Capital Fund	86,174	89,239	89,239	86,174	86,174
Sale of Assets	(21,618)	(10,502)	-	(15,057)	-
Transfer to Fund 03	119,828	121,666	120,000	120,000	120,000
Transfer from Fund 26	(75,658)	-	-	-	-
Transfer to Fund 39 - Grant Match	3,081	4,872	76,366	9,260	58,774
Transfer to Fund 40 - Grant Match	-	-	-	-	-
Transfer to 60 & 61 - Prepaid Ins	3,791	-	-	-	-
Transfer to 53 - General Capital	-	-	-	56,252	-
Transfer to 14 - Emergency Managem	-	-	-	-	3,200
Transfer To General Capital	-	-	750,000	3,000,000	3,000,000
Transfer to 53 - Street Maint Program	-	-	775,000	775,000	500,000
Transfers from 03 & Capital Lease	(146,170)	-	-	-	-
Debt Service Fund	3,005,122	2,270,146	2,765,000	2,831,000	2,453,000
TIF Fund	180,773	249,709	356,557	356,557	349,144
Public Safety Fund	27,694	-	6,500	6,500	6,500
Projection Reserve - 90 Days	7,429,541	7,068,670	7,866,046	7,483,122	7,873,548
Total Transfer Out:	10,713,243	9,880,186	12,884,708	14,802,036	14,544,399
Contingency Reserve	-	-	250,000	-	250,000
TOTAL BUDGETED EXPENDITURES	40,662,123	38,237,059	45,528,229	44,807,022	46,616,591
Ending Unreserved Fund Balance	$ 3,687,324	$ 7,677,068	$ 4,099,331	$ 6,201,471	$ 2,258,584

General Fund Projection Reserve & Fund Balance

2006-2015

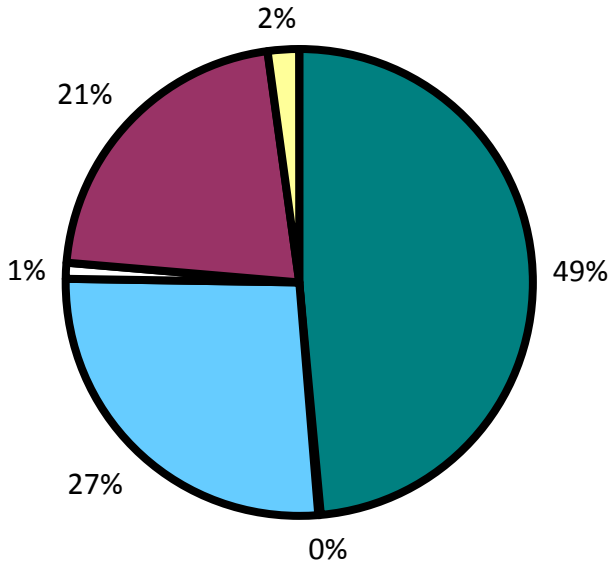


Historical fund balance data was collected from 2004-2011 Annual Financial Reports. The 2014 and 2015 estimated and budgeted data was taken from the current budget document. The projection reserve was established in 1993 to enable the General Fund to continue operations during times of crisis and/or significantly reduced revenue . The level was established to provide 30 days of operations. The projection reserve was changed during the 2010-2011 fiscal year to maintain funds at a level which would provide 90 days of operations.

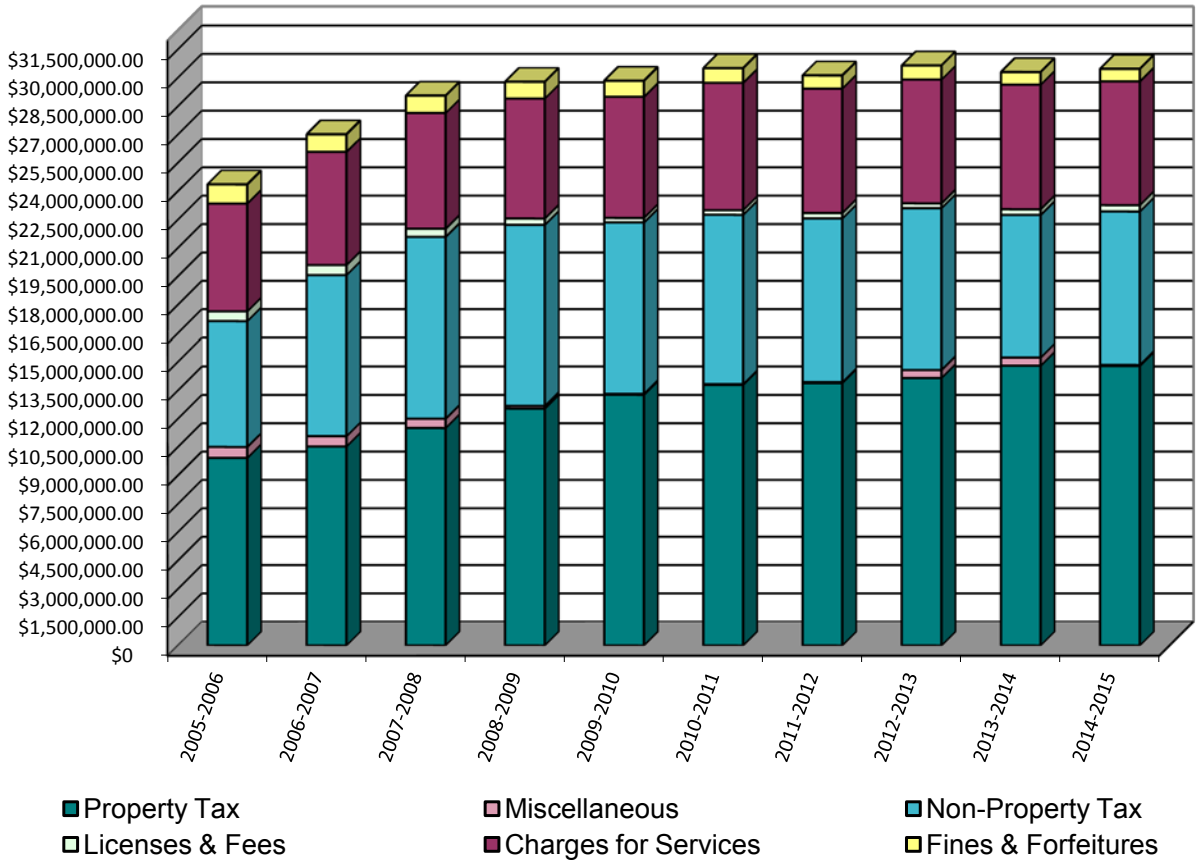
General Fund Revenues

2014-2015

$30,465,300



2006-2015



See General Fund-Revenue By Source for related data.

GENERAL FUND

Revenue By Source

2014-2015

Source		ACTUAL 2011-2012	ACTUAL 2012-2013	AMENDED BUDGETED 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
PROPERTY TAXES						
AD VALOREM TAXES - CURRENT						
0111-6101	Current Taxes	$ 13,479,979	$ 13,788,948	$ 14,524,098	$ 14,548,990	$ 14,481,356
0111-6102	Delinquent Taxes	75,407	248,357	125,000	263,000	125,000
0111-6103	Penalty & Interest on Taxes	239,410	159,310	110,000	190,000	110,000
0111-6104	Collection Fees	47,833	64,328	45,000	65,000	65,000
0111-6107	Vehicle Inventory Overage	7,395	16,237	-	4,383	-
Total Property Taxes		13,850,024	14,277,180	14,804,098	15,071,373	14,781,356
NON-PROPERTY TAXES						
0111-6110	City Sales Tax	5,506,751	5,028,245	4,634,398	5,260,283	5,120,194
0111-6121	Bingo Franchise Tax	40,347	35,707	36,000	36,000	36,000
0111-6122	Cable TV Franchise Fee	179,687	195,427	160,000	200,000	200,000
0111-6123	Electrical Franchise Fee	1,720,292	1,510,440	1,550,000	1,637,000	1,600,000
0111-6125	Gas Franchise Fee	784,693	861,620	850,000	934,000	850,000
0111-6127	Sanitation Franchise Tax	100,255	120,888	90,000	100,000	100,000
0111-6128	Telephone Franchise Fee	173,458	169,888	160,000	140,000	140,000
0111-6140	Mixed Beverage Tax	38,000	32,911	30,000	38,000	38,000
Total Non-Property Taxes		8,543,483	7,955,126	7,510,398	8,345,283	8,084,194
LICENSES & PERMITS & GRANTS						
0113-6305	Garage Sale Permits	13,282	12,503	12,000	13,000	13,000
0113-6306	Contractor Registration Fees	28,300	43,800	27,300	30,000	30,000
0113-6308	Building Permits	118,819	120,084	96,000	120,000	126,000
0113-6311	Community Development Permits	2,654	1,890	5,000	1,000	1,000
0113-6318	Electrical Inspection Permits	18,447	19,846	19,200	24,000	25,000
0113-6329	Health Permits	34,918	47,820	39,000	41,000	42,000
0113-6349	Mechanical Permits	8,192	11,687	10,200	12,000	12,000
0113-6351	Moving Permits	-	50	-	30	-
0113-6362	Plumbing & Gas Permits	20,068	14,371	24,000	20,000	21,000
0113-6397	Zoning Permits	7,860	11,611	10,200	12,000	12,500
0113-6399	Miscellaneous Licenses & Permits	16,361	11,916	7,500	10,000	12,000
0114-64XX	Grants	90,471	410,504	50,000	44,500	42,700
Total Licenses and Fees		359,372	706,082	300,400	327,530	337,200
CHARGES FOR SERVICE						
0115-6501	Administrative Fees	97,964	289,200	260,000	150,000	155,000
0115-6502	Additional Trash Carts	9,135	16,631	4,000	4,000	4,000
0115-6503	Extra Sanitation Pick Up	21,940	2,010	1,000	1,000	1,000
0115-6504	Golf Alcohol Sales	45,829	49,190	42,000	42,000	42,000
0115-6505	Golf Restaurant	75,780	79,598	70,000	70,000	70,000
0115-6506	Golf Course Pro Shop	78,998	72,567	74,400	74,400	74,400
0115-6507	Golf Course Revenues	651,276	577,535	518,900	518,900	518,900
0115-6509	Cemetery	272,990	300,273	100,000	140,000	120,000
0115-6531	Ambulance	46,527	44,708	40,000	41,000	41,000
0115-6533	BTW Gift Shop	1,510	1,514	1,500	1,500	1,500
0115-6534	BTW Admissions	14,668	17,748	14,000	16,000	16,000
0115-6535	BTW Classes/Programs	217	247	200	200	200
0115-6536	BTW Rentals	5,567	12,023	5,000	8,000	8,000

GENERAL FUND

Revenue By Source

2014-2015

Source		ACTUAL 2011-2012	ACTUAL 2012-2013	AMENDED BUDGETED 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
CHARGES FOR SERVICE (CONTINUED)						
0115-6537	Rental - Civic Center	$ 159,639	$ 157,852	$ 100,000	$ 170,000	$ 170,000
0115-6538	Rental - Senior Center	190	-	250	250	250
0115-6539	Rental - Other	77,941	87,247	85,000	70,000	70,000
0115-6551	Sani. - Commercial Collection	2,358,483	2,413,157	2,350,000	2,226,500	2,405,000
0115-6552	Sani. - Residential Collection	1,814,548	1,821,815	1,835,000	1,785,000	1,785,000
0115-6556	Transfer Station	528,011	496,850	560,000	515,000	515,000
0115-6559	Landfill	50,010	50,010	48,000	50,000	50,000
0115-6561	Pool Admission	181,591	182,087	181,500	182,000	182,000
0115-6562	Pool Rentals	9,190	8,820	9,000	8,800	8,800
0115-6563	Pool Concession	58,798	62,424	58,800	62,000	62,000
0115-6564	Pool Gift Shop	11,715	18,941	11,700	18,000	18,000
0115-6565	Pool Classes & Programs	19,404	22,843	19,000	22,000	22,000
0115-6568	Sports Complex Fees	42,020	47,439	30,000	45,000	45,000
0115-6599	Other Services	156,741	143,269	170,000	155,000	155,000
Total Charges for Service		6,790,682	6,975,998	6,589,250	6,376,550	6,540,050
FINES AND FORFEITURES						
0116-6611	Municipal Court Fines	599,420	562,210	620,000	620,000	620,000
0116-6647	Library Fines & Fees	15,999	17,912	15,500	15,500	15,500
0116-6683	Animal Shelter	26,395	28,663	23,000	23,000	23,000
0116-6699	Other Restitution	8,713	6,159	5,000	5,000	5,000
Total Fines		650,527	614,944	663,500	663,500	663,500
MISCELLANEOUS						
0117-6735	Interest - Investments	27,514	21,246	20,000	14,500	14,000
0117-6755	Interest - Notes	-	-	-	-	-
0118-6820	Contributions	280	-	-	-	-
0119-6914	Discounts Earned	1,290	183	-	1,200	-
0119-6935	Insurance/Damage Recovery	(5,137)	38,463	-	-	-
0119-6946	Lien Release or Payment	15,030	21,686	5,000	5,392	5,000
0119-6963	Prior Year Expenses Refunded	-	-	-	-	-
0119-6967	Receipts, Short/ (Long)	(220)	78	-	(851)	-
0119-6999	Other - Misc. Revenue	95,755	429,890	402,000	420,000	40,000
Total Miscellaneous		134,512	511,546	427,000	440,241	59,000
GRAND TOTALS		$ 30,328,600	$ 31,040,876	$ 30,294,646	$ 31,224,477	$ 30,465,300

PROPERTY TAXES

0111-6101	CURRENT AD VALOREM TAXES	$ 14,481,356

Description:

Current taxes refer to property taxes which are due during the period October 1, 2014 to June 30, 2015. Taxes are due on October 1st of each year and become delinquent on February 1st. Property taxes are assessed upon property, real estate, buildings, and for business equipment and inventory. The City, however, exempts some of the value on residential property. Homeowners receive an exemption of $5,000 or 10% and homeowners over the age of 65 years receive an additional exemption in the amount of $6,000, with a 65 & older tax freeze. Disabled veterans receive an exemption based upon the degree of their disability. Property valuations are established by the Central Appraisal District and given to the City Council from which the tax rate is set.

Assumption:

Current taxes have a net assessed value of $1,646,685,823 with a rate per $100 valuation of $.804018. The 2013-2014 budgeted collection rate is 100%. See graphs on pages 72-74.

0111-6102	DELINQUENT TAXES	$ 125,000

Description:

Delinquent taxes are those properties or ad valorem taxes which were due in prior years. The City collects delinquent taxes through a special tax attorney.

Assumption:

Delinquent tax collections are split between the debt service fund and the general fund based on the distribution of the year in which they were due. This revenue is projected to remain steady.

0111-6103	PENALTY AND INTEREST ON TAXES	$ 110,000

Description:

Property taxes which are paid after they become delinquent are assessed penalties and interest. The penalty is six (6) percent of the amount of the tax for the first calendar month it is delinquent plus one (1) percent for each additional month or portion of a month the tax remains unpaid prior to July 1st of the year in which it becomes delinquent. A tax delinquent on July 1st incurs a total penalty of twelve (12) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent.

Assumption:

Penalty and interest collections are split between the debt service fund and the general fund based on the distribution of the year in which they were due. This revenue is projected to remain steady.

0111-6104	COLLECTION FEES	$ 65,000

Description:

The collection fees account is used for the 15% tax attorney fee that is applied to all taxes collected after July 1st each year.

Assumption:

This revenue is expected to remain steady.

TOTAL PROPERTY TAXES	$ 14,781,356

NON-PROPERTY TAXES

0111-6110	CITY SALES TAX	$ 5,120,194

Description:

The sales tax revenue received by the City is the result of both retail and certain industrial purchases. Sales tax revenues are collected by the State Comptroller of Public Accounts and remitted to each city levying the tax on a monthly basis. On January 1, 2002, the City's sales tax rate increased to 1.50 cents as a result of the 4B Sales Tax that was passed in an election held August 11, 2001. The State rate is 6.25 cents for a total of 7.75 cents.

Assumption:

Trend information suggests that sales tax collections will increase slightly, as was the trend this fiscal year. See graph on page 77.

0111-6121	BINGO FRANCHISE FEE	$ 36,000

Description:

The City collects a bingo fee from all legalized charity bingo games within the City limits. The fee is 2% of gross receipts of bingo games within the City.

Assumption:

This revenue is expected to remain steady.

0111-6122	CABLE TV FRANCHISE FEE	$ 200,000

Description:

The City collects a franchise fee from Charter Communications in exchange for use of City alleys and other public right of ways. City collections are based on the Texas franchise agreement which went into effect in October 2008.

Assumption:

Gross sales are estimated at $4,000,000 with the City receiving 5% of this amount.

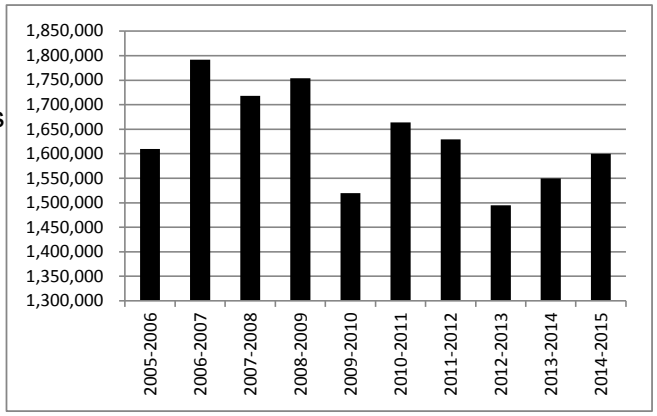
0111-6123	ELECTRICAL FRANCHISE FEE	$ 1,600,000

Description:

The City collects a franchise fee from Oncor Electric Delivery and United Cooperative Services from its customers within the corporate limits of the City of Cleburne, in exchange for use of City alleys and right-of-ways. The franchise agreements with Oncor Electric Delivery and United Cooperative Services expires December 31, 2024.

Assumption:

Gross kwh sales of electricity are estimated at 650,000,000 kwhs delivered to the City by Oncor Electric Delivery and United Cooperative Services Collections are expected to remain steady during this fiscal year.



NON-PROPERTY TAXES (CONTINUED)

0111-6125	GAS FRANCHISE FEE	$ 850,000

Description:
The City collects a franchise fee on reported sales from Atmos Energy in exchange for use of City alleys and other public right-of-ways. This fee includes domestic, commercial, and industrial consumers within the corporate limits of the City, the current agreement expires in December 2016.

Assumption:
Gross sales of gas are estimated at $20,000,000 per Atmos with the City receiving 4% of this

0111-6127	SANITATION FRANCHISE FEE	$ 100,000

Description:
The City collects a franchise fee from any commercial sanitation hauler in the city limits.

Assumption:
This amount does not reflect an increase.

0111-6128	TELEPHONE FRANCHISE FEE	$ 140,000

Description:
The city collects a franchise fee from all telecommunication providers that use City alleys and right-of-ways. The Texas Legislature, with HB 1777, changed the way a certified telecommunications provider will pay for the use of that right-of-way. Under the new law, all providers will pay based on a fee-per-access line method with 1998 acting as a base year for the fee.

Assumption:
The base fee was set at $125,000 in 1998. Future collections are adjusted by an estimated growth rate and are expected to remain steady.

0111-6140	MIXED DRINK TAX	$ 38,000

Description:
The statutes levy a tax of twelve percent (12%) on the gross receipts from the sales of mixed beverages in Texas. Each city is entitled to receive an allocation of twelve and a half percent (12½%) of taxes collected within the City on a quarterly basis.

Assumption:
This year's estimate reflects sales estimated at $304,000 with the City receiving 12½% of this amount.

TOTAL NON-PROPERTY TAXES	$ 8,084,194

LICENSE, FEES AND GRANTS

0113-6305	GARAGE SALE PERMITS	$ 13,000

Description:
Any person desiring to have a garage sale requires a garage sale permit. Each permit is $7.50.

Assumption:
This revenue is expected to remain steady.

0113-6306	CONTRACTOR REGISTRATION FEE	$ 30,000

Description:
Annual registration fee for electricians $100.

Assumption:
Fees for contractor registration are projected to increase slightly compared to last year.

LICENSE, FEES AND GRANTS (CONTINUED)

0113-6308	BUILDING PERMITS	$ 126,000

Description:
Buildings which undergo structural alterations or new construction require a building permit. Permit fees are based on square footage set forth by the City Council in December 1998.

Assumption:
Collections are expected to increase compared to last year.

0113-6311	COMMUNITY DEVELOPMENT FEE	$ 1,000

Description:
Revenue received for community development is 2% of the cost of development. This is for new subdivisions only, and used to complete testing necessary to approve new projects.

Assumption:
This estimate depends on the amount of development within the City.

0113-6318	ELECTRICAL INSPECTION PERMITS	$ 25,000

Description:
Electrical alterations or new construction require an electrical permit. Fees are based on square footage with a minimum fee of $22.00.

Assumption:
Structure and housing rehabilitation are expected to increase slightly from last year.

0113-6329	HEALTH PERMITS	$ 42,000

Description:
Any person desiring to operate a food establishment requires a health permit. Annual permit fees depend on square footage of establishment. This is $62.50 and up.

Assumption:
Health permits are expected to increase slightly from last year.

0113-6349	MECHANICAL PERMITS	$ 12,000

Description:
Permits for installation of heating, air conditioning and ventilation systems in new or remodeled buildings. Fees are based on size and number of units, plus $22.00 permit fee.

Assumption:
Mechanical permits are expected to remain steady.

0113-6362	PLUMBING & GAS PERMITS	$ 21,000

Description:
Plumbing alterations or new construction require a plumbing permit. Permit fees are based on fixture count, furnace or burner count with a minimum of a $22.00 fee for each permit.

Assumption:
Collections are expected to decrease slightly from last year.

0113-6397	ZONING FEES	$ 12,500

Description:
In 1996, the City passed a Comprehensive Zoning Ordinance, Title 15 Land Use-Chapter 155. The zoning board of adjustment fee for a rezoning request is $150. The replat application fee is $250 plus $10 per lot. The preliminary plat and final plat fee is $250. The special use permit fee is $150.

Assumption:
Collections are expected to increase slightly from last year.

LICENSE, FEES AND GRANTS (CONTINUED)

0113-6399	MISCELLANEOUS FEES	$ 12,000

Description:
Miscellaneous licenses include the following: curb/gutter permits - for the inspection of modified curb - $37.50 (plus a $20 administration fee); demolition assessment permit - $37.50 residential and $62.50 commercial (plus a $20 administration fee); fire protection license - any person desiring to do fire protection work requires a fire protection license. Annual license fees are based on the work to be done; amusement permit - annual license fee for amusement machine operation. Annual license fee is $100. Solicitor permit - any person desiring to go door to door to solicit requires a solicitor permit. Fees are $35 for 90 days, $70 for 6 months and $100 for a year.

0114-64XX	GRANTS	$ 42,700

Description:
These grants are to reimburse general fund expenditures that cannot be moved to the grant fund.

TOTAL LICENSE, FEES AND GRANTS	$ 337,200

CHARGES FOR SERVICES

0115-6501	ADMINISTRATIVE FEES	$ 155,000

Description:
Administrative fees are collected from the 4B Sales Tax Fund 09, and the Economic Development Corporation.

0115-6502	ADDITIONAL TRASH CARTS	$ 4,000

Description:
Automated trash service was started in 2012. Additional carts are available to customers for an extra charge.

0115-6503	EXTRA SANITATION PICK UP	$ 1,000

Description:
Automated trash service was started in 2012. If sanitation customers need additional trash service, it is available for an extra charge.

0115-6504	GOLF COURSE ALCOHOL SALES	$ 42,000

Description:
The municipal golf course opened in July 2009. The clubhouse includes a full service bar and restaurant.

Assumption:
Revenues are expected to remain steady.

0115-6505	GOLF COURSE RESTAURANT	$ 70,000

Description:
The municipal golf course opened in July 2009. The clubhouse includes a full service bar and restaurant.

Assumption:
Revenues are expected to remain steady.

CHARGES FOR SERVICES (CONTINUED)

0115-6506	GOLF COURSE PRO SHOP	$ 74,400

Description:
The new course and club house opened in July 2009. A pro shop is located in the club house where golf equipment, clothing, and other related items are sold.

Assumption:
Revenues are projected to remain steady.

0115-6507	GOLF COURSE REVENUES	$ 518,900

Description:
The municipal golf course opened in July 2009. There is an 18 hole course with driving range and practice greens.

Assumption:
Revenues are expected to remain steady.

0115-6509	CEMETERY	$ 120,000

Description:
Sale of cemetery lots and interment fees. Lots start at $750 with a minimum interment fee of $700.

Assumption:
Revenues are expected to remain steady.

0115-6531	AMBULANCE	$ 41,000

Description:
The City is the backup to Care-flight, our city wide ambulance service.

Assumption:
This revenue is cyclical. After several years of growth Care-flight will expand their coverage and thus reduce the need for city services.

0115-6531	BTW GIFT SHOP	$ 1,500

Description:
The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Snacks and towels are sold to patrons.

Assumption:
Revenues are expected to remain steady.

0115-6534	BTW ADMISSIONS	$ 16,000

Description:
The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Admissions are charged for patrons utilizing the recreational and exercise facilities.

Assumption:
Revenues are projected to remain steady.

0115-6535	BTW CLASSES/PROGRAMS	$ 200

Description:
The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Meeting rooms as well as the recreation areas will be available for classes & programs.

Assumption:
Revenues are projected to remain steady.

CHARGES FOR SERVICES (CONTINUED)

0115-6536	BTW RENTALS	$ 8,000

Description:
The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Meeting rooms as well as the recreation areas will be available for rental.

Assumption:
Revenues are projected to increase compared to last year.

0115-6537	RENTAL - CIVIC CENTER	$ 170,000

Description:
The Conference Center reopened in the Spring of 2010 after significant renovation and expansion. The new facility includes an exhibit hall, theatre, and an increased number of meeting rooms and

0115-6538	RENTAL - SENIOR CENTER	$ 250

Description:
The City operates a 5,000 sq ft Senior Citizens Center for the enjoyment of our population.

Assumption:
Rental income is expected to remain steady.

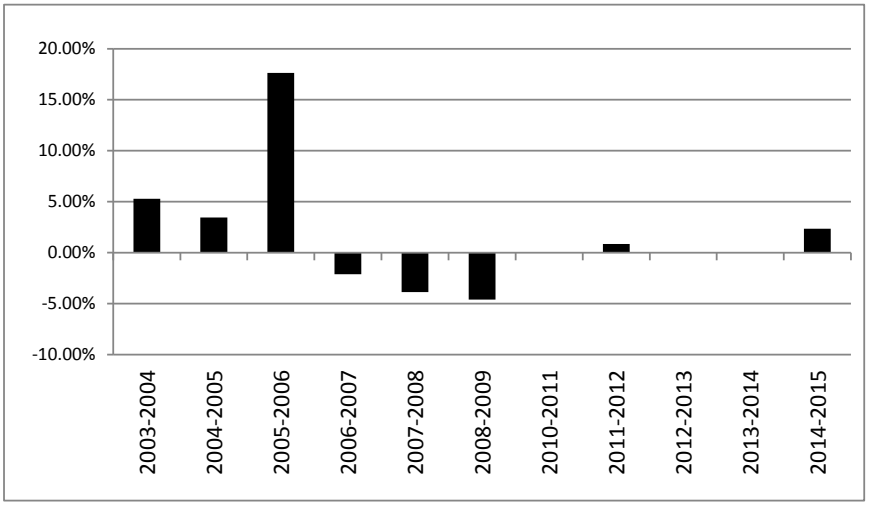
0115-6539	RENTAL - OTHER	$ 70,000

Description:
Hill Junior College rental for use of the City's library, and other miscellaneous rentals.

Assumption:
Rental fees are expected to remain steady.

0115-6551	SANITATION COMMERCIAL COLLECTION	$ 2,405,000

Description:
Revenue for the collection of commercial and industrial refuse inside the City limits. This service has been contracted out to Progressive.



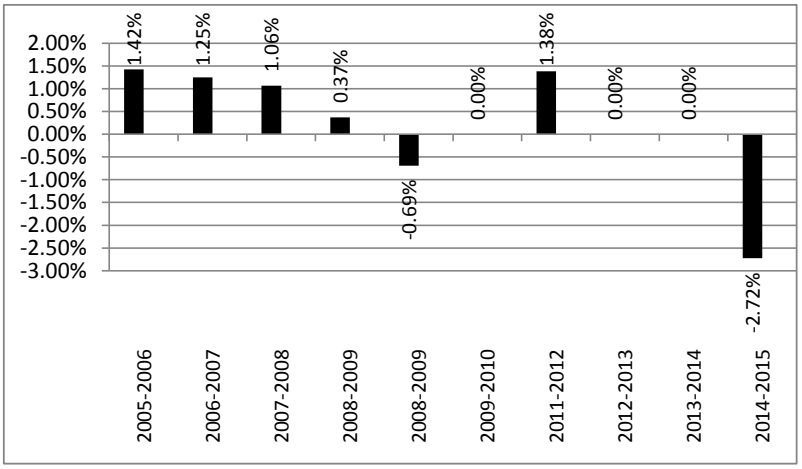
Assumption:
Economic indicators show the local economy entering into a slow recovery period, and these revenues are expected to increase slightly.

CHARGES FOR SERVICES (CONTINUED)

0115-6552	SANITATION RESIDENTIAL COLLECTION	$ 1,785,000

Description:

Revenue for residential refuse collection inside the City limits. Sanitation rates are $16.80 per month for each residential customer.



Assumption:

Collections are expected to decrease slightly.

0115-6556	TRANSFER STATION	$ 515,000

Description:

Fees collected at the transfer station for citizens and businesses to dispose of trash.

Assumption:

This revenue is expected to decrease slightly compared to last year.

0115-6559	LANDFILL	$ 50,000

Description:

Fees collected for landfill use.

Assumption:

Revenue is expected to remain steady.

0115-6561	POOL ADMISSION	$ 182,000

Description:

Revenue generated through the operations of our Aquatics Park.

Assumption:

Admissions are expected to remain steady.

0115-6562	POOL BASKETS & RENTALS	$ 8,800

Description:

This revenue account tracks all rentals at the Aquatics Park.

Assumption:

Rentals are expected to remain steady.

CHARGES FOR SERVICES (CONTINUED)

0115-6563	POOL CONCESSION	$ 62,000

Description:
This revenue account tracks the sale of food items at the new Aquatics Water Park.

Assumption:
Concessions are expected to increase slightly from last year.

0115-6564	POOL GIFTSHOP	$ 18,000

Description:
This revenue account tracks the sale of gift items at the new Aquatics Water Park.

Assumption:
Giftshop sales are expected to increase from last year.

0115-6565	POOL CLASSES & PROGRAMS	$ 22,000

Description:
User fees are collected from pool classes and programs.

Assumption:
Collections are expected to increase slightly from last year.

0115-6568	SPORTS COMPLEX FEES	$ 45,000

Description:
User fees are collected from area sports organizations.

Assumption:
Collections are projected to increase.

0115-6599	OTHER MISCELLANEOUS SERVICES	$ 155,000

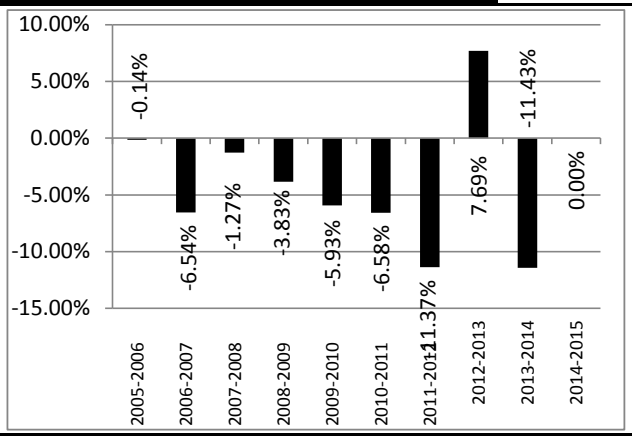
Description:
Fees or charges for items which do not fall under a specific code.

TOTAL CHARGES FOR SERVICES	$ 6,540,050

FINES

0116-6611	MUNICIPAL COURT FINES	$ 620,000

Description:
The collection of fines for traffic & ordinance violations, Class C misdemeanors, and the forfeiture of bonds.



Assumption:
As collection procedures are put in place, revenues are expected to increase.

FINES (CONTINUED)

0116-6647	LIBRARY FINES & FEES	$ 15,500

Description:
The collection of fines for overdue or lost books. Cost of a fine is $.10 per day, per book.

Assumption:
This revenue account has remained the same for the last few years.

0116-6683	ANIMAL SHELTER	$ 23,000

Description:
Animal shelter fees: $23 for the first 3 days, $4 per day after and $2 per year for dog tags.

Assumption:
This revenue account is expected to remain steady.

0116-6699	OTHER RESTITUTION	$ 5,000

Description:
This account is used to account for revenue from fines not processsed by municipal court.

Assumption:
Collections are expected to remain steady.

TOTAL FINES	$ 663,500

MISCELLANEOUS

0117-6735	INTEREST ON INVESTMENTS	$ 14,000

Description:
Interest revenue on the City's invested funds. We currently have accounts in four pools: Local Government Investment Cooperative (LOGIC), Texpool, TexStar and MBIA (Texas Class).

Assumption:
Revenues are expected to decrease slightly from last year.

0119-6946	LIEN RELEASE PAYMENT	$ 5,000

Description:
Receipts from property owners for demolition, mowing, or other liens held.

Assumption:
This revenue account varies each year. This estimate is similar to previous years.

0119-6999	OTHER - MISCELLANEOUS REVENUE	$ 40,000

Description:
Revenue not accounted for in any of the catagories above.

TOTAL MISCELLANEOUS	$ 59,000

TOTAL RECEIPTS	$ 30,465,300

ESTIMATED AD VALOREM TAX

REVENUE AND DISTRIBUTION

2014-2015

1¢ equals $ 164,669

2014 TAX ROLL			Proposed Rate .804018
Real Estate Values			$ 424,520,949
Improvement Values			1,341,657,985
Personal Property Values			637,074,824
Total Appraised Values (100%)			2,403,253,758
Less: Over 65 Homestead Exemptions ($6,000/ea.)			12,225,316
Homestead Cap Loss - (Maximum 10% per year)			3,271,309
Disabled American Veterans Exemptions - % Percent Disability w/State			5,246,402
Total Exempt Property (Cities & Churches)			326,835,932
General Homestead ($5,000 or 10% of value, but not less than $5,000)			57,908,867
Tax Abatements			53,152,075
Pollution Control			13,415,519
Agricultural Productivity Loss			39,660,015
Taxable Frozen			194,470,232
Protested Property			6,957,327
Tax Increment Financing #1			22,122,929
Tax Increment Financing #2			10,279,138
Tax Increment Financing #3			11,022,874
Total Exempt Proration			0
Total Exemptions			756,567,935
Net Assessed Value			1,646,685,823
Rate Per $100 Valuation	Effective Rate	0.815834	0.804018
Subtotal			13,239,650
Plus Frozen Taxes			1,241,706
Total Levy Taxes			14,481,356
Percent of Collection			100%
Estimated General Fund Current Tax Collections			14,481,356
Estimated Deliquent Tax Collections			125,000
Estimated Total Tax Collections			$ 14,606,356

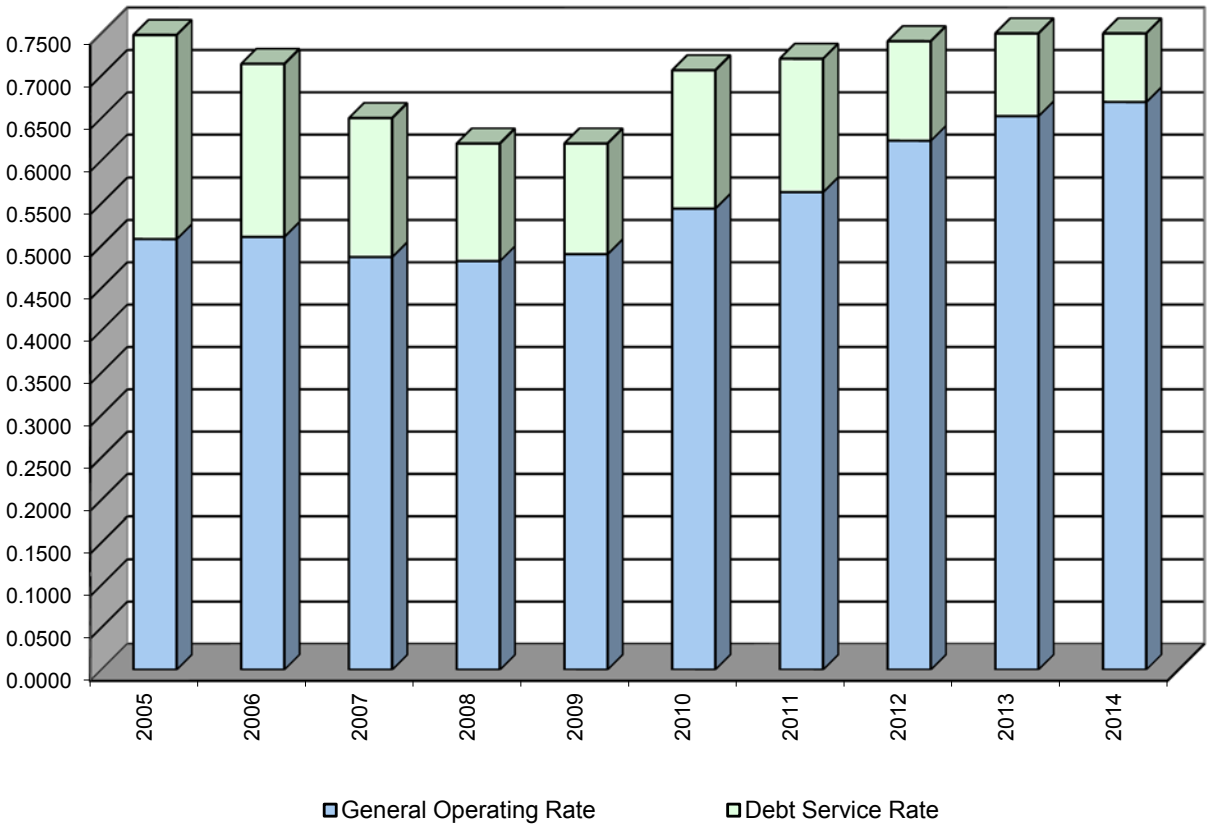
PROPOSED DISTRIBUTION

GENERAL FUND	Rate	% of Total	
Current Tax			$ 12,049,732
Deliquent Tax			104,011
Total General Fund	0.669012	83.21%	12,153,742
GENERAL DEBT SERVICE FUND			
Current Tax			2,431,625
Deliquent Tax			20,989
Total General Debt Service	0.135006	16.79%	2,452,614
TOTAL GENERAL & GENERAL DEBT SERVICE	0.804018	100.00%	$ 14,606,356

TAX INCREMENT FINANCING COLLECTIONS

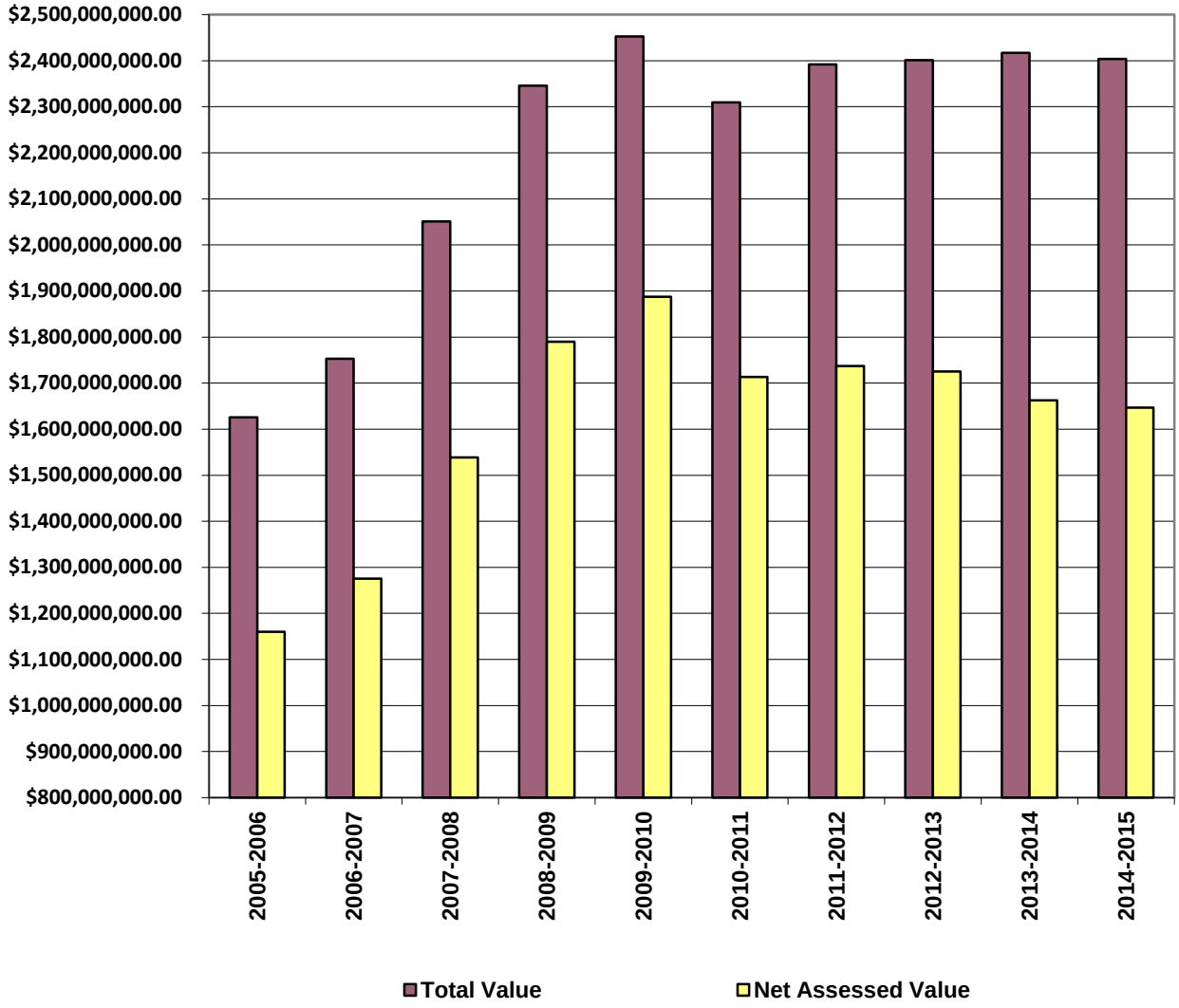
	Valuation	Collections
Tax Increment Financing #1	22,122,929	$ 177,872
Tax Increment Financing #2	10,279,138	$ 82,646
Tax Increment Financing #3	11,022,874	$ 88,626

Ad Valorem Tax
Tax Rate Per $100 Valuation
General Operating & Debt Service Rate



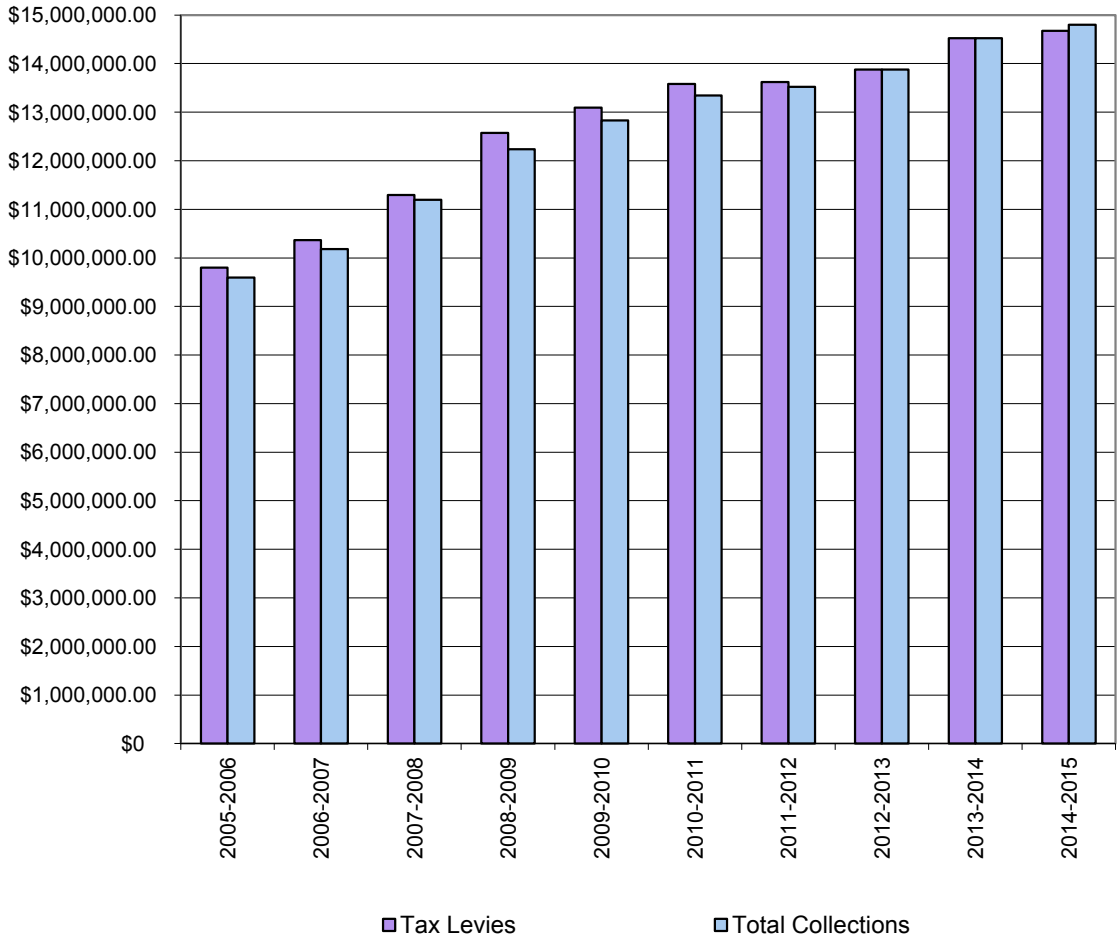
Year	Debt Service Rate	General Operating Rate	Tax Rate
2005	0.240183	0.507925	0.748108
2006	0.203484	0.510516	0.714000
2007	0.163300	0.486700	0.650000
2008	0.138000	0.482000	0.620000
2009	0.129872	0.490128	0.620000
2010	0.162556	0.543890	0.706446
2011	0.156656	0.563334	0.719990
2012	0.117422	0.623321	0.740743
2013	0.151710	0.652308	0.804018
2014	0.135006	0.669012	0.804018

Assessed Property Valuations
Ten Year Period



Fiscal Year	Assessed Value Real Property Amount	Assessed Value Personal Property Amount	Total Value	Total Exemption	Total Increment Financing	Net Assessed Value	Percent Increase in Value	Effective Tax Rate Per $100 Valuation	Approved Tax Rate Per $100 Valuation
2005-2006	$ 1,202,307,460	423,353,669	1,625,661,129	(426,614,648)	(38,718,982)	$ 1,160,327,499	-2.6%	0.748108	0.748108
2006-2007	$ 1,248,973,312	503,707,775	1,752,681,087	(427,119,031)	(50,210,528)	$ 1,275,351,528	9.9%	0.690118	0.714000
2007-2008	$ 1,418,371,211	632,668,853	2,051,040,064	(468,001,453)	(44,633,617)	$ 1,538,404,994	20.6%	0.607783	0.650000
2008-2009	$ 1,504,784,933	840,878,896	2,345,663,829	(487,733,700)	(68,358,806)	$ 1,789,571,323	16.3%	0.582462	0.620000
2009-2010	$ 1,604,681,999	847,857,310	2,452,539,309	(503,048,192)	(61,898,896)	$ 1,887,592,221	5.5%	0.596500	0.620000
2010-2011	$ 1,622,285,209	687,159,008	2,309,444,217	(536,574,140)	(59,450,559)	$ 1,713,419,518	-9.2%	0.686446	0.706446
2011-2012	$ 1,675,730,154	715,878,939	2,391,609,093	(628,131,572)	(26,412,006)	$ 1,737,065,515	-8.0%	0.703312	0.719990
2012-2013	$ 1,718,782,297	682,142,501	2,400,924,798	(648,462,982)	(27,151,070)	$ 1,725,310,746	0.7%	0.740743	0.740743
2013-2014	$ 1,776,863,348	639,832,747	2,416,696,095	(709,839,060)	(44,346,902)	$ 1,662,510,133	-3.0%	0.775212	0.804018
2014-2015	$ 1,766,178,934	637,074,824	2,403,253,758	(713,142,994)	(43,424,941)	$ 1,646,685,823	-5.2%	0.815834	0.804018

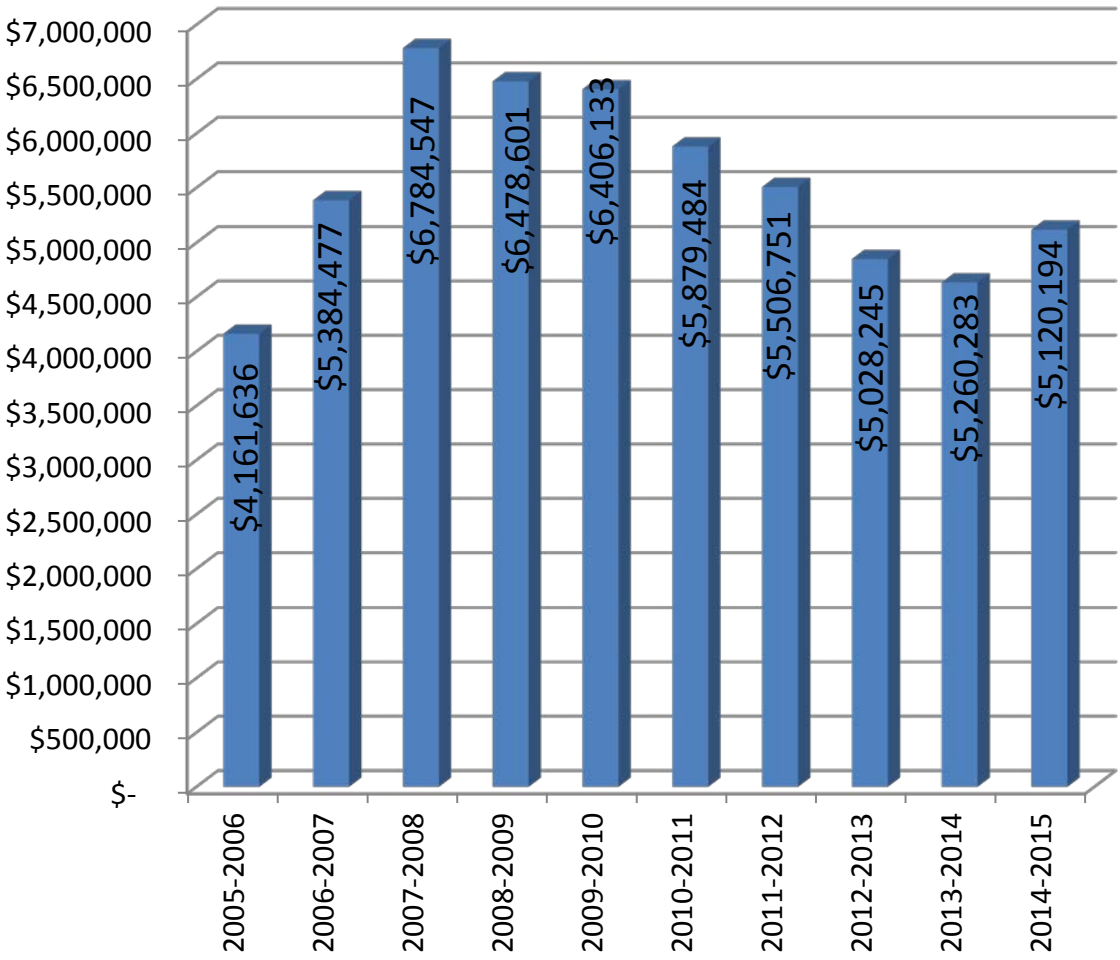
Property Tax Levies & Collections
Ten Year Period



2006-2015

Fiscal Year	Total Tax Levy	Total Tax Collections	Percent of Tax Collections
2005-2006	9,796,605	9,594,254	97.93%
2006-2007	10,366,793	10,180,827	98.21%
2007-2008	11,297,340	11,197,814	99.12%
2008-2009	12,571,922	12,234,237	97.31%
2009-2010	13,094,277	12,830,437	97.99%
2010-2011	13,581,221	13,345,628	98.27%
2011-2012	13,619,920	13,523,242	99.29%
2012-2013	13,880,000	13,880,000	100.00%
2013-2014	14,524,098	14,524,098	100.00%
2014-2015	14,481,356	14,481,356	100.00%

General Fund Sales Tax



The State of Texas has a 6.25% and the General Fund for the City of Cleburne has 1.50% Sales Tax Rate for a total of 7.75%. The Maximum Sales Tax Rate in the State is currently 8.25%. The years 2005-2013 are actual collections. The 2013-2014 year represents an estimated amount. The 2014-2015 year represents a budgeted amount.

GENERAL FUND

How City Budgets Its Operating Dollar

Department	2013-2014 Cents Out of A Dollar	2014-2015 Cents Out of A Dollar	% Change
Police Services	23.04	23.15	0.50%
Fire Services	21.04	21.41	1.74%
Refuse Collection	10.75	10.77	0.14%
Non-Departmental	5.54	5.52	-0.44%
Street Maintenance	3.92	3.63	-7.51%
Municipal Golf	3.51	3.50	-0.39%
Parks and Recreation	2.90	2.44	-15.70%
Finance	2.28	2.23	-2.40%
Municipal Swimming Pool	2.16	2.19	1.41%
Information Technology	1.93	2.94	52.27%
Sports Complex	1.79	1.78	-0.72%
Human Resources	1.73	1.68	-2.66%
Building Services	1.64	1.83	11.87%
Library	1.60	1.63	1.79%
Gas Well Administration	1.53	1.21	-20.62%
Fleet Maintenance	1.41	1.09	-22.94%
City Secretary	1.37	1.33	-2.67%
Health	1.36	1.34	-1.76%
Inspections	1.14	1.17	2.88%
Municipal Court	1.12	1.05	-6.04%
Civic Center	1.06	1.04	-1.95%
Animal Services	1.06	1.02	-3.81%
Engineering	1.00	1.11	11.19%
City Manager	0.93	0.91	-2.20%
Washington Rec Center	0.82	0.77	-6.27%
Economic Development	0.75	0.58	-22.66%
Museum	0.70	0.57	-18.94%
Public Works	0.67	0.68	1.69%
City Attorney	0.63	0.59	-6.05%
Planning & Zoning	0.31	0.24	-21.13%
Cemetery	0.16	0.47	195.85%
City Council	0.15	0.13	-13.01%
	100.00	100.00	

GENERAL FUND

Expenditures By Department

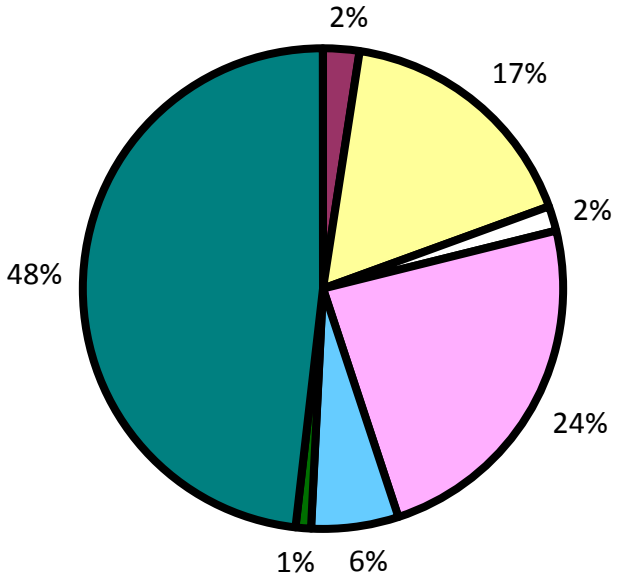
2014-2015

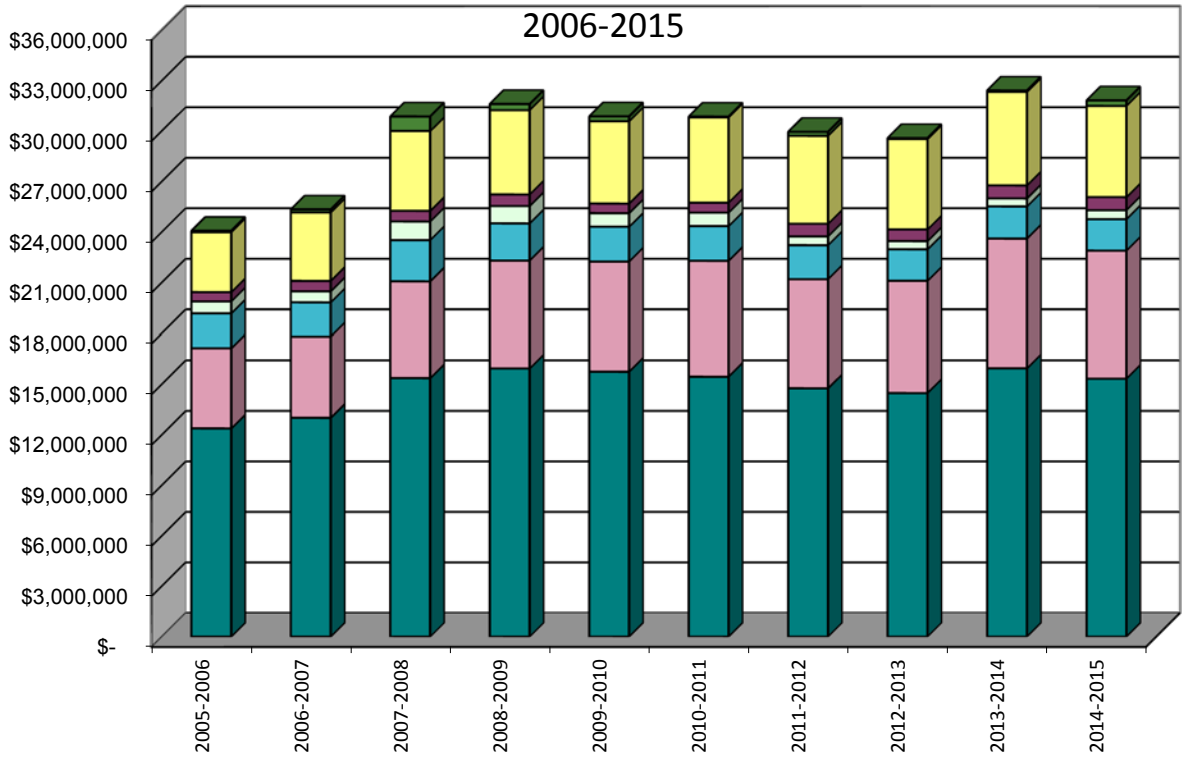
	ACTUAL 2011-2012	ACTUAL 2012-2013	BUDGET 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
GENERAL GOVERNMENT					
0131 City Council	$ 37,161	$ 26,854	$ 47,690	$ 39,890	$ 41,525
0132 City Manager	249,620	252,807	299,782	277,275	289,427
0133 City Attorney	165,222	186,063	203,350	188,000	188,350
0134 City Secretary	360,814	388,398	444,018	405,469	424,323
0135 Finance	644,262	590,727	739,595	665,555	708,119
0136 Human Resources	388,770	385,886	565,712	498,915	535,883
0137 Municipal Court	327,983	280,665	363,306	324,345	334,870
0138 Information Technology	567,403	516,606	676,932	572,235	935,210
0139 Non-Departmental	2,254,865	1,252,985	1,804,074	1,698,777	1,755,206
0140 Economic Development	216,986	227,398	193,661	165,815	184,586
Total General Government	5,213,086	4,108,389	5,338,120	4,836,276	5,397,499
PUBLIC SAFETY					
0141 Police Services	6,770,057	6,543,426	7,464,151	7,043,375	7,368,233
0143 Animal Services	309,350	306,984	344,258	276,777	324,459
0147 Fire Services	6,061,110	6,059,639	6,833,699	6,421,183	6,811,695
0148 Health	428,946	428,311	439,644	390,805	425,157
Total Public Safety	13,569,463	13,338,360	15,081,752	14,132,140	14,929,544
PUBLIC SERVICES-COMMUNITY					
0152 Cemetery	338,276	346,358	136,219	132,462	150,632
0161 Building Services	420,252	464,600	545,576	522,980	583,844
0162 Civic Center	328,976	337,547	341,900	327,825	330,750
0163 Library	462,892	465,284	518,295	497,378	518,253
0165 Museum	220,909	227,608	226,696	180,544	180,576
Total Public Services-Community	1,771,305	1,841,397	1,768,686	1,661,189	1,764,055
PUBLIC SERVICES-PARKS					
0150 Washington Rec Center	191,786	221,948	250,636	200,785	244,574
0153 Parks and Recreation	888,571	835,337	788,693	711,708	777,958
0155 Municipal Golf	1,022,159	956,106	1,208,213	1,111,357	1,112,597
0156 Municipal Swimming Pools	652,406	721,860	700,002	693,695	697,019
0157 Sports Complex	606,586	506,486	569,700	527,960	565,540
Total Public Services-Parks	3,361,508	3,241,737	3,517,244	3,245,505	3,397,688
PUBLIC WORKS					
0171 Public Works	183,269	183,490	222,553	191,892	216,816
0172 Engineering	191,889	238,373	375,195	295,313	353,821
0173 Development Services	-	-	-	-	-
0174 Planning & Zoning	85,948	85,944	65,961	23,710	77,809
0176 Inspections	263,946	271,578	368,792	358,789	373,208
0177 Gas Well Admin	-	-	454,041	375,175	386,481
0178 Fleet Maintenance	495,883	390,029	455,708	346,415	345,745
0179 Street Maintenance	1,181,288	1,136,715	1,257,504	1,122,986	1,153,809
Total Public Works	2,402,223	2,306,129	3,199,754	2,714,280	2,907,689
SANITATION					
0191 Refuse Collection	3,631,295	3,520,861	3,487,776	3,415,596	3,425,717
Total Sanitation	3,631,295	3,520,861	3,487,776	3,415,596	3,425,717
TOTAL	$ 29,948,880	$ 28,356,873	$ 32,393,332	$ 30,004,986	$ 31,822,192

General Fund Expenditures

2014-2015

$31,822,192

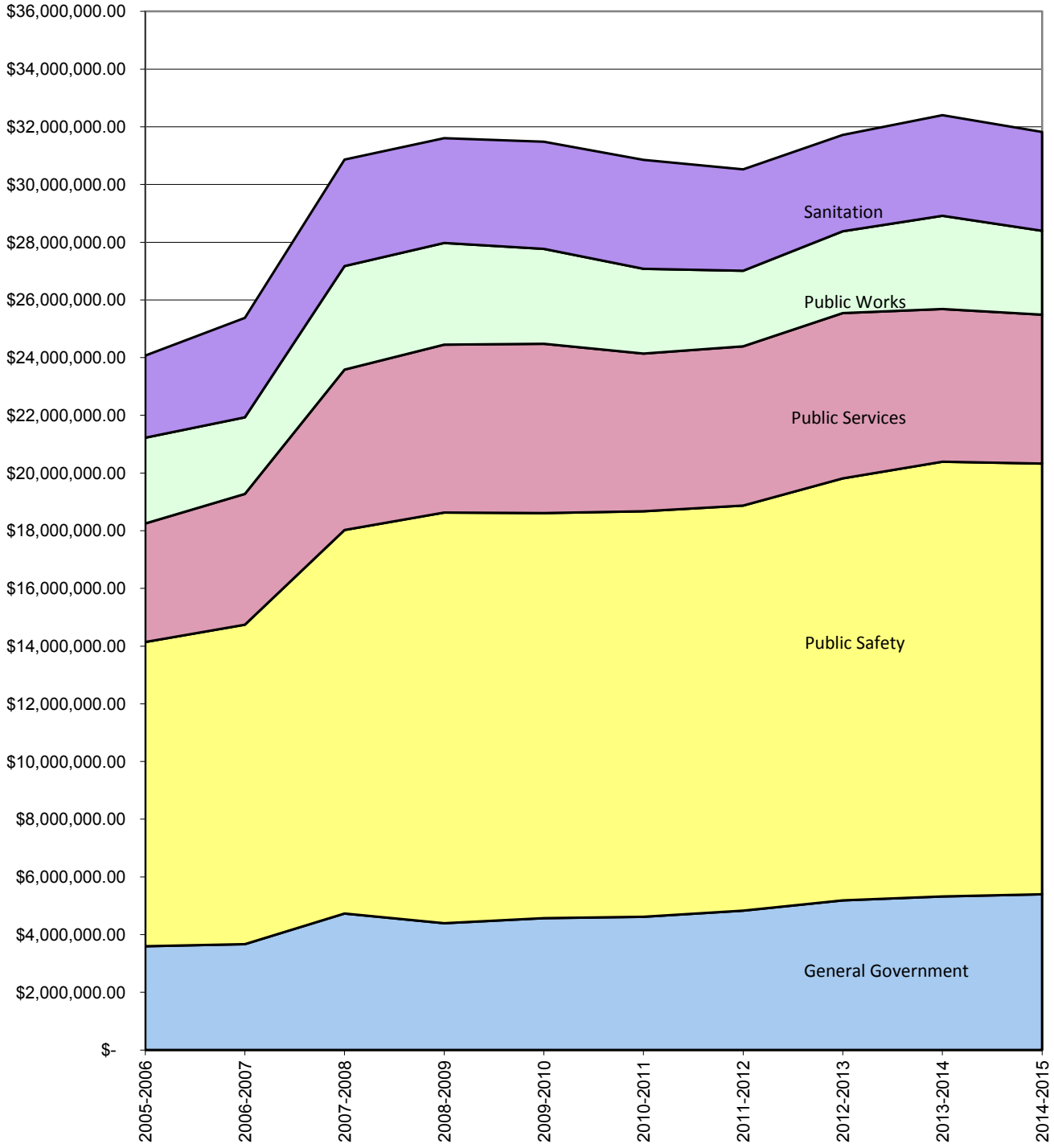




Salaries | Benefits | Supplies | Maintenance Building | Maintenance Equipment | Service & Miscellaneous | Capital

See General Fund – Summary of Receipts & Disbursements for related data.
2013-2014 data represent estimated amounts, and 2014-2015 data are budgeted amounts.

General Fund
Expenditures By Division
2006-2015



Historical data compiled from Audits. The 2013-2014 data is an estimated amount, and the 2014-2015 data is the budgeted amount.

Department Detail

2014-2015

CITY COUNCIL SUMMARY

DEPARTMENT		DIVISION
City Council	0131	General Government

DESCRIPTION OF SERVICES

The role of the City Council is to facilitate services that enhance "quality of life" and progressive commerce for those who live, work and visit our community, to provide a resourceful, safe and vibrant community in which to live, work, play and shop through managed growth and planning. The City is operated by a Council-Manager form of government with a Mayor, four Council Members and a City Manager. The Council Members are elected from four single-member districts, with the Mayor elected at-large. The City Council meets in regular sessions on the 2nd and 4th Tuesdays of each month. Additionally, the Council conducts regularly scheduled work sessions with the Professional Staff immediately following the regular sessions.

GOALS & OBJECTIVES

The mission of the City of Cleburne is to facilitate services that enhance "quality of life" and progressive commerce for those who live, work and visit our community.

1. To provide responsive, efficient, effective and transparent government.
2. To promote fiscal responsibility.
3. To provide exceptional customer service.
4. To provide for the health and safety of the general public.
5. Review and revise City Charter.
6. Begin process to review and revise Code of Ordinances.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
City Council meetings/workshops	30	32	32
Ordinances/resolutions considered	200	200	200

PERSONNEL SCHEDULE

Elected Officials	Pay Grade	2012-2013	2013-2014	2014-2015
Mayor	N/A	1	1	1
Council Members	N/A	4	4	4
TOTAL		5	5	5

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SUPPLIES & MATERIALS	$ 5,485	$ 6,365	$ 3,910	$ 3,320
M&R - EQUIPMENT & VEHICLES	248	250	250	250
CONTRACTURAL & MISC SERVICES	21,121	41,075	35,730	37,955
TOTAL 01-31	**$ 26,854**	**$ 47,690**	**$ 39,890**	**$ 41,525**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8301 OFFICE SUPPLIES	$ 4,387	$ 3,565	$ 1,810	$ 1,020
8364 MINOR EQUIPMENT	500	500	-	-
8399 OTHER SUPPLIES	598	2,300	2,100	2,300
8559 M&R - OFFICE EQUIPMENT	248	250	250	250
8636 COMMUNICATIONS	7,760	7,800	6,400	6,100
8643 DUES	1,455	2,465	2,465	2,465
8672 RENTAL OF EQUIPMENT	-	-	500	700
8684 TRAINING	630	2,320	1,700	2,000
8690 TRAVEL EXPENSES	955	16,690	13,165	16,690
8699 OTHER MISCELLANEOUS SERVICES	10,321	11,800	11,500	10,000
TOTAL 01-31	**$ 26,854**	**$ 47,690**	**$ 39,890**	**$ 41,525**

CITY MANAGER SUMMARY

DEPARTMENT		DIVISION
City Manager	0132	General Government

DESCRIPTION OF SERVICES

The City Manager's office is responsible for the day-to-day operations of the City including preparation and administration of the annual budget. The office consists of the City Manager, Assistant City Manager and Senior Staff Assistant. The manager's staff serves as the primary information conduit between the Mayor, City Council, city staff, the residents, businesses and taxpayers of the community.

GOALS & OBJECTIVES

The primary goals of the City Manager's office are to provide efficient, effective and transparent government through fiscal responsibility, exceptional customer service, and to provide for the health and safety of the general public.

BUDGET HIGHLIGHTS & CHALLENGES

The greatest challenge of the Manager's budget is to focus on ways to continue providing the level of services the community demands while maintaining a fair tax rate, reasonable user fees and while also trying to meet the life needs of the city's employees. These items are accomplished through a year long process of estimating revenue and expense projections, through Director and staff meetings, communiqués and City Council planning workshops and public hearings.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Council meetings	24	24	24
Director's meetings	24	24	24
Planning workshops	4	4	4
Budget workshops	6	6	6
Communiqués (staff)	6	6	6

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
City Manager	N/A	1	1	1
Assistant City Manager	N/A	1	1	1
Executive Secretary	17	1	1	1
Total		3	3	3
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 182,274	$ 206,284	$ 194,500	$ 198,816
BENEFITS	61,360	81,472	70,800	78,586
SUPPLIES & MATERIALS	1,674	1,900	1,900	1,900
M&R - EQUIPMENT & VEHICLES	259	300	300	300
CONTRACTURAL & MISC SERVICES	7,239	9,825	9,775	9,825
TOTAL 01-32	**$ 252,806**	**$ 299,781**	**$ 277,275**	**$ 289,427**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 178,944	$ 202,584	$ 191,000	$ 195,516
8150 VEHICLE ALLOWANCE	3,058	3,000	3,200	3,000
8190 NON-CASH BENEFITS	272	700	300	300
8210 SOCIAL SECURITY CONTRIBUTIONS	9,651	12,560	11,800	12,122
8220 MEDICARE CONTRIBUTIONS	2,527	2,937	2,700	2,835
8230 RETIREMENT CONTRIBUTIONS	34,572	38,391	33,800	35,789
8240 HEALTH/LIFE INSURANCE	14,610	27,584	22,500	27,840
8301 OFFICE SUPPLIES	1,468	1,000	1,000	1,000
8308 BOOKS & SUBSCRIPTIONS	127	150	150	150
8399 OTHER SUPPLIES	79	750	750	750
8559 M&R - OFFICE EQUIPMENT	259	300	300	300
8636 COMMUNICATIONS	4,799	5,000	4,200	4,200
8643 DUES	583	2,675	2,675	2,675
8660 POSTAGE	101	150	150	150
8672 RENTAL OF EQUIPMENT	-	-	500	800
8684 TRAINING	350	500	500	500
8690 TRAVEL EXPENSES	845	1,000	1,000	1,000
8699 OTHER MISCELLANEOUS SERVICES	561	500	750	500
TOTAL 01-32	**$ 252,806**	**$ 299,781**	**$ 277,275**	**$ 289,427**

CITY ATTORNEY SUMMARY

DEPARTMENT		DIVISION
City Attorney	0133	General Government

DESCRIPTION OF SERVICES

The City contracts for legal services. The contracted attorneys provide the City Council, Boards and Commissions and City Staff legal guidance and assistance, including prosecution of Municipal Court cases, securing rights-of-way, aiding in environmental law compliance, assisting with public information requests, and keeping Council and Staff abreast of legislative changes that may affect our community. In keeping the Council advised on such issues, the City Attorneys provide many of the tools necessary for the Council to make informed decisions.

GOALS & OBJECTIVES

1. Keep Council and Staff advised on legislative changes.
2. Provide fair but effective prosecution in Municipal Court.
3. Prepare legal documents in a timely manner.
4. Assist in developing programs to achieve effective enforcement of ordinances.
5. Aid Staff in State and Federal legislation compliance.
6. Maintain a long-range outlook and provide Council with recommendations for the future.

BUDGET HIGHLIGHTS & CHALLENGES

The City will require legal assistance with some of the challenges that will occur due to our projected growth. The City Council has contracted with legal firms that are experienced in such areas as annexation, Charter and Code of Ordinance review and amendments. Being proactive and utilizing firms with specialized expertise will prevent unforeseen legal costs over time.

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SUPPLIES & MATERIALS	$ -	$ 250	$ 100	$ 250
CONTRACTURAL & MISC SERVICES	186,063	203,100	187,900	188,100
TOTAL 01-33	**$ 186,063**	**$ 203,350**	**$ 188,000**	**$ 188,350**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8301 OFFICE SUPPLIES	$ -	$ 250	$ 100	$ 250
8652 FEES & PERMITS	2,416	3,000	2,800	3,000
8660 POSTAGE	44	100	100	100
8664 PROFESSIONAL SERVICES	183,603	200,000	185,000	185,000
TOTAL 01-33	**$ 186,063**	**$ 203,350**	**$ 188,000**	**$ 188,350**

CITY SECRETARY SUMMARY

DEPARTMENT		DIVISION
City Secretary	0134	General Government

DESCRIPTION OF SERVICES

The City Secretary is an officer of the city, appointed by the City Council, and as such, is responsible for preserving the city's legislative history by documentation, publication and preservation of all official city records. As Records Manager (or Public Information Officer), the City Secretary is responsible for responding to requests for documents available through the Public Information Act. As Elections Administrator, the City Secretary is solely responsible for the administration of all city elections, as well as Cleburne Independent School District and prepares submissions to the U.S. Department of Justice for pre-clearance of election issues under Federal Voting Rights Act. Other duties include: Board and Commission appointment process, alcohol permits, lien collections, council legislation, staff support and guidance during Charter review processes and the official filing authority for the city.

GOALS & OBJECTIVES

The mission of the City Secretary's Department is to support, facilitate and strengthen the City of Cleburne governmental process by:

- Continually striving for excellence in providing public service to our customers
- Improving public access to municipal records and other information
- Enhancing public participation in municipal government processes
- Safeguarding municipal elections and records management processes
- Providing continuity for Cleburne city government by recording its legislative actions
- Providing daily assistance to all administrative departments of the City of Cleburne government

BUDGET HIGHLIGHTS & CHALLENGES

-Continue city-wide implementation of Laserfiche Imaging and Records Management Software
-Continue preservation of historic documents
-Provide additional services to visitors
-Complete upgrades to Council Chambers, including speaker system improvements and microphone replacement, addition of video recording equipment and electronic voting system
-Develop in-house training opportunities for staff and Council, including records management and open government
-Implement electronic submission of AG opinion requests

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
City Council Agendas Prepared/Meetings Attended	30	32	32
4B Economic Development Board agendas prepared/meetings attended	14	16	16
Public recognitions, plaques, certificates, proclamations	45	45	45
Ambulance and wrecker permits prepared	4	0	0
Alcoholic beverage permit applications processed	55	55	58
Penalty ordinances published and codified	25	25	25
Official documents scanned and indexed	10,232	15,000	15,000
Elections conducted	2	2	2
Public information requests processed	460	475	475
Calls and citizen inquiries/receptionist	24,000+	24,000+	24,000+
Property liens processed	155	160	160
Bankruptcy claims filed	10	10	10

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
City Secretary/Records Manager	N/A	1	1	1
Deputy City Secretary	15	1	1	1
Records Coordinator	14	1	1	1
Legal Secretary	14	1	1	1
TOTAL		4	4	4
Part Time		2	2	1

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 237,754	$ 262,510	$ 237,150	$ 248,333
BENEFITS	92,300	106,281	98,500	105,907
SUPPLIES & MATERIALS	5,287	4,430	2,780	2,430
M&R - EQUIPMENT & VEHICLES	14,203	14,650	14,650	14,650
CONTRACTURAL & MISC SERVICES	38,855	56,148	52,389	53,003
TOTAL 01-34	**$ 388,399**	**$ 444,019**	**$ 405,469**	**$ 424,323**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 227,430	$ 255,810	$ 231,000	$ 241,683
8130 OVERTIME	4,204	500	-	500
8150 VEHICLE ALLOWANCE	6,000	6,000	6,000	6,000
8190 NON-CASH BENEFITS	120	200	150	150
8210 SOCIAL SECURITY CONTRIBUTIONS	14,274	15,892	14,200	15,015
8220 MEDICARE CONTRIBUTIONS	3,338	3,716	3,400	3,512
8230 RETIREMENT CONTRIBUTIONS	43,970	46,601	43,700	42,475
8240 HEALTH/LIFE INSURANCE	30,718	40,072	37,200	44,905
8301 OFFICE SUPPLIES	4,599	3,500	1,550	1,150
8308 BOOKS & SUBSCRIPTIONS	598	630	630	630
8364 MINOR EQUIPMENT	25	-	300	350
8399 OTHER SUPPLIES	65	300	300	300
8559 M&R - OFFICE EQUIPMENT	-	400	400	400
8577 M&R - SOFTWARE	14,203	14,250	14,250	14,250
8608 ADVERTISING	23,003	25,000	20,000	20,000
8629 CODIFICATION	3,569	5,400	8,350	5,400
8636 COMMUNICATIONS	3,369	4,685	4,000	3,950
8643 DUES	1,856	1,685	1,775	1,775
8645 ELECTION COSTS	4,332	9,550	6,306	9,550
8660 POSTAGE	852	870	840	870
8664 PROFESSIONAL SERVICES	701	4,000	2,000	2,000
8672 RENTAL OF EQUIPMENT	-	-	3,400	4,500
8684 TRAINING	310	1,530	1,530	1,530
8690 TRAVEL EXPENSES	790	3,428	4,188	3,428
8699 OTHER MISCELLANEOUS SERVICES	73	-	-	-
TOTAL 01-34	**$ 388,399**	**$ 444,019**	**$ 405,469**	**$ 424,323**

FINANCE SUMMARY

DEPARTMENT		DIVISION
Finance	0135	General Government

DESCRIPTION OF SERVICES

The finance department provides the citizens with a budget and an audit, and safeguards the city funds. The hours of operation are Monday through Friday 8 a.m. to 12 p.m. and 1 p.m. to 5 p.m. To contact the finance department, please call (817) 645-0910.

GOALS & OBJECTIVES

1. Advise the City staff of proper procedures and instructions of financial matters
2. Be available and willing to answer any question presented by departments
3. Make provisions for staff development through training seminars which pertain to each staff member's duties
4. Maintain a computerized database in order to chart monthly revenue and expenditure trends to assist in future budget forecasting
5. Continue to standardize budget formats, and where possible, enhance readability and clarity of the presentation
6. Gather statistics and additional facts about the City as a whole, and about revenues and expenditures for each fund, to upgrade the informative nature of the annual program of services
7. Review departmental expenditures and the general ledger each month

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Accounts payable checks issued	7,314	7,501	8,623
Journal entries made	1,650	1,500	1,700
Bid openings	12	12	12
Grants received	16	16	15
Bond issued processed	0	1	1
Payroll checks issued (direct deposit)	9,200	9,300	9,400
Number of funds maintained	65	65	57
Dollars generated through investment return	$73,976.50	$78,350.00	$70,000.00
Fixed assets maintained	1,226	1,250	1,300

PERSONNEL SCHEDULE

Personnel	PAY GRADE	2012-2013	2013-2014	2014-2015
Director of Finance	N/A	1	1	1
Assistant Director of Finance\Chief Accountant	31	1	1	1
Budget & Purchasing Manager	27	0	0	0
Accountant	25	2	2	2
Office Coordinator	17	1	1	1
Senior Accounting Coordinator	14	2	2	2
TOTAL		7	7	7
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 386,992	$ 461,850	$ 444,450	$ 453,266
BENEFITS	146,066	193,595	159,300	172,128
SUPPLIES & MATERIALS	11,034	5,750	6,800	5,550
M&R - EQUIPMENT & VEHICLES	26,357	36,950	27,030	34,050
CONTRACTURAL & MISC SERVICES	20,277	41,450	27,975	43,125
TOTAL 01-35	**$ 590,726**	**$ 739,595**	**$ 665,555**	**$ 708,119**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 380,879	$ 454,450	$ 438,000	$ 447,116
8130 OVERTIME	-	-	300	-
8150 VEHICLE ALLOWANCE	6,000	6,000	6,000	6,000
8190 NON-CASH BENEFITS	113	1,400	150	150
8210 SOCIAL SECURITY CONTRIBUTIONS	23,177	28,176	27,200	27,721
8220 MEDICARE CONTRIBUTIONS	5,420	6,590	6,300	6,483
8230 RETIREMENT CONTRIBUTIONS	73,402	86,123	82,700	81,845
8240 HEALTH/LIFE INSURANCE	44,067	72,706	43,100	56,079
8301 OFFICE SUPPLIES	8,045	3,000	3,500	2,300
8308 BOOKS & SUBSCRIPTIONS	234	250	250	250
8399 OTHER SUPPLIES	1,829	1,500	2,300	2,000
8559 M&R - OFFICE EQUIPMENT	926	1,000	750	1,000
8577 M&R - SOFTWARE	22,374	33,100	23,180	30,200
8636 COMMUNICATIONS	3,983	3,850	3,850	3,850
8643 DUES	2,076	2,300	1,425	2,325
8660 POSTAGE	3,571	3,200	3,800	3,800
8662 PRINTING	1,233	2,900	1,800	1,600
8664 PROFESSIONAL SERVICES	7,947	17,200	7,700	16,300
8672 RENTAL OF EQUIPMENT	-	-	2,100	3,600
8684 TRAINING	3,100	5,100	4,850	4,750
8690 TRAVEL EXPENSES	2,306	9,750	6,100	9,750
8699 OTHER MISCELLANEOUS SERVICES	44	1,000	200	1,000
TOTAL 01-35	**$ 590,726**	**$ 739,595**	**$ 665,555**	**$ 708,119**

HUMAN RESOURCES SUMMARY

DEPARTMENT		DIVISION
Human Resources	**0136**	**General Government**

DESCRIPTION OF SERVICES

Human Resources provides the citizens with qualified city staff, provides services and advice to managers, employees and applicants and works to maintain the City of Cleburne's competitiveness as an employer in the marketplace through salary, benefits and training and development. The Human Resources Department continues to manage Safety and Risk Management to mitigate potential risk for the City of Cleburne.

Hours of Service – Monday through Friday – 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m.

Our City staff of approximately 350 employees excels to 450 in the summer season, however we strive to treat every customer as a top priority.

GOALS & OBJECTIVES

1. Recruit, retain, and develop the most effective staff possible.
2. Partner with other departments to promote the Customer Service Philosophy.
3. Continue to utilize technology to streamline processes and procedures.
4. Maintain regulatory compliance as it relates to Human Resource practice and procedure.
5. Promote employee health and wellness strategies to control health care cost.
6. Manage mitigation, damages and subrogation through effective safety and risk management.

BUDGET HIGHLIGHTS & CHALLENGES

1. Implement a new time keeping system.
2. Demonstrate the new employee evaluation system.
3. Continue to strive to find quality low cost training to offer employees.
4. Improve awareness of Total Compensation for employees.
5. Increase focus of Employee Wellness.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Turnover rate (not counting seasonal positions)	11 %	11%	10%
Participants in wellness initiative	97%	97%	97%
Grievances filed	1	1	1
Training sessions offered by Human Resources	24	24	40

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Human Resources Director	N/A	1	1	1
Risk Manager	24	1	1	1
Human Resources Analyst	19	2	2	2
Human Resources Sr. Secretary	17	0	1	1
TOTAL		4	5	5
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 241,728	$ 295,555	$ 287,100	$ 287,072
BENEFITS	78,643	102,869	90,700	94,426
SUPPLIES & MATERIALS	27,651	53,725	39,450	42,150
M&R - EQUIPMENT & VEHICLES	9,717	9,750	9,600	10,600
CONTRACTURAL & MISC SERVICES	28,147	103,813	72,065	101,635
TOTAL 01-36	**$ 385,886**	**$ 565,712**	**$ 498,915**	**$ 535,883**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 235,620	$ 289,555	$ 281,000	$ 281,072
8130 OVERTIME	62	0	0	0
8150 VEHICLE ALLOWANCE	6,000	6,000	6,000	6,000
8190 NON-CASH BENEFITS	46	0	100	0
8210 SOCIAL SECURITY CONTRIBUTIONS	14,646	17,973	17,500	17,426
8220 MEDICARE CONTRIBUTIONS	3,425	4,203	4,100	4,076
8230 RETIREMENT CONTRIBUTIONS	45,878	54,873	53,200	51,450
8240 HEALTH/LIFE INSURANCE	14,694	25,820	15,900	21,474
8301 OFFICE SUPPLIES	2,694	7,200	1,500	1,200
8308 BOOKS & SUBSCRIPTIONS	1,201	2,500	1,750	1,750
8322 CLOTHING	0	200	200	200
8336 FUEL & LUBRICANTS	475	325	500	500
8357 MEDICAL SUPPLIES	2,624	8,500	5,500	8,500
8399 OTHER SUPPLIES	20,657	35,000	30,000	30,000
8509 m&r - COMPUTERS	174	0	0	0
8557 M&R - VEHICLES	125	500	300	500
8559 M&R - OFFICE EQUIPMENT	2,975	750	800	1,200
8577 M&R - SOFTWARE	6,443	8,500	8,500	8,900
8608 ADVERTISING	0	1,000	500	500
8636 COMMUNICATIONS	4,202	4,700	4,200	4,300
8643 DUES	2,366	3,180	3,632	4,000
8660 POSTAGE	657	1,200	1,500	1,650
8662 PRINTING	0	1,000	450	500
8664 PROFESSIONAL SERVICES	18,211	67,000	50,000	67,000
8670 VEHICLE USE FEE	1,683	1,683	1,683	1,890
8672 RENTAL OF EQUIPMENT	0	0	2,500	3,500
8684 TRAINING	424	3,085	3,600	3,535
8690 TRAVEL EXPENSES	555	6,965	3,000	9,760
8699 OTHER MISCELLANEOUS SERVICES	49	14,000	1,000	5,000
TOTAL 01-36	**$ 385,886**	**$ 565,712**	**$ 498,915**	**$ 535,883**

MUNICIPAL COURT SUMMARY

DEPARTMENT		DIVISION
Municipal Court	0137	General Government

DESCRIPTION OF SERVICES

The Municipal Court manages the records for all Class C Misdemeanors filed within its jurisdiction. We accept cases filed by the Cleburne Police Department, Animal Control, Fire Department, Zoning, and Health and Inspections. Office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. with court proceedings being held on Tuesday and Wednesday afternoons.

GOALS & OBJECTIVES

- To provide excellent customer service to the citizens appearing in the Cleburne Municipal Court of Record and ensure equal justice for all.
- Our objective is to provide each defendant the right to due process and the right to a fair and speedy trial allowing each citizen the right to be heard in open court.
- To promote adherence of the laws established by the City of Cleburne and the State of Texas for Class "C" misdemeanors fine only offenses, which in turn promotes recidivism and changed behaviors.

BUDGET HIGHLIGHTS & CHALLENGES

During this budget year we will be moving toward a paperless court. It will be challenging to implement the new procedures needed to run a paperless court; but the reward of becoming more efficient will make a positive impact on our court personnel as well as provide value to our citizens.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Total cases files	9,000	5,000	7,200
Total convictions	3,500	2,500	2,800
Total dismissals	4,000	2,500	2,400
Outstanding warrants	1,500	2,800	1,950
Fines collected	725,000	800,000	900,000

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Municipal Judge	N/A	1	0	0
Municipal Court Clerk	17	1	1	1
Deputy Municipal Court Clerk	12	2	2	2
TOTAL		4	3	3
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 131,132	$ 122,783	$ 115,200	$ 121,033
BENEFITS	56,450	68,528	61,400	71,467
SUPPLIES & MATERIALS	5,166	5,125	6,425	2,950
M&R - OTHER	315	500	-	-
M&R - EQUIPMENT & VEHICLES	14,821	18,650	18,400	20,200
CONTRACTURAL & MISC SERVICES	72,776	147,720	122,920	119,220
TOTAL 01-37	**$ 280,660**	**$ 363,306**	**$ 324,345**	**$ 334,870**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 130,243	$ 119,783	$ 115,000	$ 118,033
8130 OVERTIME	889	3,000	200	3,000
8210 SOCIAL SECURITY CONTRIBUTIONS	7,452	7,613	7,100	7,504
8220 MEDICARE CONTRIBUTIONS	1,743	1,780	1,700	1,755
8230 RETIREMENT CONTRIBUTIONS	20,783	23,269	21,700	22,155
8240 HEALTH/LIFE INSURANCE	26,472	35,866	30,900	40,053
8301 OFFICE SUPPLIES	3,368	4,000	2,300	2,000
8308 BOOKS & SUBSCRIPTIONS	97	275	275	100
8322 CLOTHING	162	150	150	150
8357 MEDICAL SUPPLIES	0	100	100	100
8364 MINOR EQUIPMENT	1,539	0	3,000	0
8399 OTHER SUPPLIES	0	600	600	600
8499 M&R - OTHER	315	500	0	0
8559 M&R - OFFICE EQUIPMENT	4,337	7,500	6,200	7,500
8577 M&R - SOFTWARE	10,484	11,150	12,200	12,700
8636 COMMUNICATIONS	3,227	4,400	3,600	3,800
8643 DUES	270	270	270	270
8660 POSTAGE	6,187	3,850	3,200	3,850
8662 PRINTING	1,432	5,400	4,500	4,000
8664 PROFESSIONAL SERVICES	60,186	124,500	102,150	95,650
8672 RENTAL OF EQUIPMENT	0	0	2,500	3,800
8684 TRAINING	831	650	700	650
8690 TRAVEL EXPENSES	150	3,150	2,500	2,200
8699 OTHER MISCELLANEOUS SERVICES	493	5,500	3,500	5,000
TOTAL 01-37	**$ 280,660**	**$ 363,306**	**$ 324,345**	**$ 334,870**

INFORMATION TECHNOLOGY SUMMARY

DEPARTMENT		DIVISION
Information Technology	**0138**	**General Government**

DESCRIPTION OF SERVICES

Plan, implement, and maintain technological resources to assist City departments in providing high quality services, connect citizens to government, and allow the City to integrate its operations efficiently and reliably.

GOALS & OBJECTIVES

1. To respond to increased demands for technology services as employees and facilities are added to the organization.
2. To implement e-government applications as designated by the City Council.
3. To replace and update network infrastructure components to maintain continual network uptime and to increase network performance.
4. To continue City employee technology training through onsite classes as well as individualized computer-based or web-based training.
5. To utilize GIS infrastructure resources for reporting requirements; to update and add new planimetric data and aerial photography to the system; to maintain GIS Internet mapping service.

BUDGET HIGHLIGHTS & CHALLENGES

1. Continue the development of Disaster Recovery and Coordination plan for City computer systems.
2. Increase redundancy and resiliency of key City systems, facilities and networks.
3. Replace/upgrade aging phone system.
4. Upgrade or replace key City servers and major enterprise applications.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Personal computers supported	183	182	185
Number of servers supported	25	28	22
Number of helpdesk tickets	4500	5000	4000
Number of departmental applications supported	24	26	24
Telephone extensions supported	182	182	190

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Manager	30	1	1	1
Network Administrator	25	1	1	1
Web Developer	23	1	0	0
Senior GIS Coordinator	26	1	0	0
Network Support Analyst	22	1	1	1
Computer Technician	N/A	0	1	1
TOTAL		5	4	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 249,178	$ 277,378	$ 267,200	$ 274,082
BENEFITS	101,714	128,759	120,000	132,207
SUPPLIES & MATERIALS	3,229	3,120	4,400	3,820
M&R - LAND, STRUCTURES & STREETS	-	600	600	-
M&R - EQUIPMENT & VEHICLES	135,739	166,350	138,838	182,716
CONTRACTURAL & MISC SERVICES	$26,748	$100,726	$41,197	$46,885
CAPITAL	-	-	-	295,500
TOTAL 01-38	**$ 516,608**	**$ 676,933**	**$ 572,235**	**$ 935,210**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 248,598	$ 277,228	$ 267,000	$ 274,082
8130 OVERTIME	435	0	0	0
8190 NON-CASH BENEFITS	145	150	200	0
8210 SOCIAL SECURITY CONTRIBUTIONS	14,541	17,188	16,500	16,993
8220 MEDICARE CONTRIBUTIONS	3,401	4,020	3,900	3,974
8230 RETIREMENT CONTRIBUTIONS	46,919	52,538	50,600	50,171
8240 HEALTH/LIFE INSURANCE	36,853	55,013	49,000	61,069
8301 OFFICE SUPPLIES	834	900	800	800
8322 CLOTHING	118	220	550	520
8336 FUEL & LUBRICANTS	1,420	1,000	1,200	1,000
8388 UTILITY - WATER & SEWER FEES	507	500	1,400	1,000
8399 OTHER SUPPLIES	350	500	450	500
8419 M&R - STRUCTURES	0	600	600	0
8509 M&R - COMPUTERS	43,212	51,300	48,517	50,707
8557 M&R - VEHICLES	441	500	450	500
8559 M&R - OFFICE EQUIPMENT	121	250	150	750
8577 M&R - SOFTWARE	32,886	34,800	18,021	44,409
8599 M&R - OTHER EQUIPMENT	59,079	79,500	71,700	86,350
8636 COMMUNICATIONS	22,453	36,072	31,493	26,072
8643 DUES	200	100	100	100
8660 POSTAGE	1	0	0	0
8664 PROFESSIONAL SERVICES	2,767	3,500	3,500	12,500
8670 VEHICLE USE FEE	1,327	1,304	1,304	1,463
8684 TRAINING	0	5,550	4,000	5,550
8690 TRAVEL EXPENSES	0	1,200	800	1,200
8699 OTHER MISCELLANEOUS SERVICES	0	53,000	0	0
8930 CAPITAL-EQUIPMENT	-	-	-	295,500
TOTAL 01-38	**$ 516,608**	**$ 676,933**	**$ 572,235**	**$ 935,210**

NON-DEPARTMENTAL SUMMARY

DEPARTMENT		DIVISION
Non-Departmental	**0139**	**General Government**

DESCRIPTION OF SERVICES

This department accounts for expenditures not specifically related to any other operating department in the General Fund. Those items are as follows: copier supplies, unemployment, liability and fire insurance, audit and budget.

GOALS & OBJECTIVES

To account for those items which benefit all departments.

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Drug Task Force Leader	NA	1	1	1
TOTAL		1	1	1

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 224,624	$ 388,403	$ 400,100	$ 390,974
BENEFITS	303,957	487,144	559,200	539,285
SUPPLIES & MATERIALS	3,165	11,500	36,000	12,446
M&R - EQUIPMENT & VEHICLES	6,775	8,850	8,150	14,550
CONTRACTURAL & MISC SERVICES	714,483	907,927	694,827	797,452
BAD DEBT EXPENSE	(21)	250	500	500
TOTAL 01-39	**$ 1,252,983**	**$ 1,804,074**	**$ 1,698,777**	**$ 1,755,207**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 225,247	$ 388,303	$ 400,000	$ 390,874
8150 INSURANCE ADJUSTMENTS	-668	0	0	0
8190 NON-CASH BENEFITS	45	100	100	100
8210 SOCIAL SECURITY CONTRIBUTIONS	9,934	24,475	25,000	24,634
8220 MEDICARE CONTRIBUTIONS	3,163	5,780	6,000	5,818
8230 RETIREMENT CONTRIBUTIONS	32,154	73,756	80,000	73,635
8240 HEALTH/LIFE INSURANCE	85,730	83,133	98,200	85,198
8250 WORKERS COMPENSATION	162,440	290,000	340,000	340,000
8260 UNEMPLOYMENT COMPENSATION	10,536	10,000	10,000	10,000
8399 OTHER SUPPLIES	3,165	11,500	36,000	12,446
8559 M&R - OFFICE EQUIPMENT	1,320	2,850	1,850	2,850
8577 M&R - SOFTWARE	5,455	6,000	6,300	11,700
8615 AUDITS	64,297	35,000	45,000	35,000
8643 DUES	15,046	22,450	20,750	20,750
8650 EMPLOYEE EDUCATIONAL PLAN	0	25,000	0	0
8657 INSURANCE	172,532	220,000	183,000	220,000
8660 POSTAGE	59	100	100	100
8664 PROFESSIONAL SERVICES	451,602	593,877	438,477	510,102
8699 OTHER MISCELLANEOUS SERVICES	10,947	11,500	7,500	11,500
8711 BAD DEBT EXPENSE	-21	250	500	500
TOTAL 01-39	**$ 1,252,983**	**$ 1,804,074**	**$ 1,698,777**	**$ 1,755,207**

ECONOMIC DEVELOPMENT SUMMARY

DEPARTMENT		DIVISION
ECONOMIC DEVELOPMENT	0140	General Government

DESCRIPTION OF SERVICES

Economic Development is charged with recruiting businesses and development projects to Cleburne that will improve the quality of life for citizens and enlarge that tax base. It is also responsible for working with existing businesses on expansions as well as retention of these businesses. The department is also responsible for the marketing and public information efforts for the City.

GOALS & OBJECTIVES

1. Increase the city property tax base in order to minimize taxes paid by the citizens and help fund city services required by our citizens.
2. Improve the quality of life by creating quality job opportunities for Cleburne citizens.
3. Increase housing opportunities for current and future residents.
4. Promote City events and services in order to increase awareness and participation.

BUDGET HIGHLIGHTS & CHALLENGES

Quality retail and commercial projects seek areas with high median household incomes and areas constructing numerous new residential housing units and suitable housing for management level positions. Strive to bring higher paying jobs, more amenities, quality retail and commercial opportunities, and encourage residential developers to build more homes in Cleburne as the local economy improves.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Gross city assessed tax values (billions)	$2.40000	$2.41669	$2.40325
City workforce	13,780	13,910	13,677
Unemployment	6.50%	6.3%	5.5%

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Economic Development Director	N/A	1	1	1
Senior Secretary	17	1	1	0
TOTAL		2	2	1
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 153,224	$ 94,807	$ 83,000	$ 76,815
BENEFITS	51,175	33,989	27,300	29,908
SUPPLIES & MATERIALS	9,887	8,900	9,000	11,442
M&R - LAND, STRUCTURES & STREETS	-	300	-	-
M&R - EQUIPMENT & VEHICLES	52	150	150	150
CONTRACTURAL & MISC SERVICES	13,060	55,515	46,365	66,271
TOTAL 01-40	**$ 227,398**	**$ 193,661**	**$ 165,815**	**$ 184,586**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 146,938	$ 88,407	$ 81,000	$ 76,415
8150 VEHICLE ALLOWANCE	6,000	6,000	1,600	0
8190 NON-CASH BENEFITS	286	400	400	400
8210 SOCIAL SECURITY CONTRIBUTIONS	9,068	5,461	5,100	4,738
8220 MEDICARE CONTRIBUTIONS	2,121	1,213	1,200	1,108
8230 RETIREMENT CONTRIBUTIONS	29,081	16,754	15,200	13,988
8240 HEALTH/LIFE INSURANCE	10,905	10,561	5,800	10,074
8301 OFFICE SUPPLIES	616	600	600	1,700
8308 BOOKS & SUBSCRIPTIONS	141	100	100	100
8382 UTILITY - ELECTRICAL FEES	8,080	8,000	8,100	8,000
8399 OTHER SUPPLIES	1,050	200	200	1,642
8419 M&R - STRUCTURES	0	300	0	0
8559 M&R - OFFICE EQUIPMENT	52	150	150	150
8608 ADVERTISING	4,275	5,000	3,550	5,000
8636 COMMUNICATIONS	4,253	4,400	4,400	4,400
8643 DUES	1,927	2,055	2,000	2,420
8660 POSTAGE	127	240	240	240
8662 PRINTING	24	600	600	3,976
8664 PROFESSIONAL SERVICES	0	40,000	30,750	40,100
8672 RENTAL OF EQUIPMENT	0	0	1,550	2,200
8684 TRAINING	1,159	800	1,025	975
8690 TRAVEL EXPENSES	473	1,170	1,000	4,710
8699 OTHER MISCELLANEOUS SERVICES	822	1,250	1,250	2,250
TOTAL 01-40	**$ 227,398**	**$ 193,661**	**$ 165,815**	**$ 184,586**

POLICE DEPARTMENT SUMMARY

DEPARTMENT		DIVISION
Police Department	0141	Public Safety

DESCRIPTION OF SERVICES

In 1871 the Cleburne Police Department was established as a town constable which later became city marshal. Today the department is a modern, progressive, full-service municipal police agency providing law enforcement services 24 hours a day, every day of the year to our residents, businesses and visitors.

Our mission is to protect and serve Cleburne. We work in partnership with our citizens for the mutual purpose of promoting safe streets and neighborhoods, creating a community free from the fear of crime, and improving the overall quality of life. The department operates under a community policing philosophy committed to intelligence-led policing and a high level of customer service.

Our vision is to be a world-class police department serving the best community in North Texas. Our values are integrity, service and excellence. We are currently seeking recognition through the Texas Police Chiefs Association Foundation Best Practices Recognition Program.

GOALS & OBJECTIVES

1. **Improve quality of life for all.** The Police Department's highest priority is to ensure that Cleburne is safe for all of its residents. We will focus on evidence-based, data-driven law enforcement tactics and strategies that are effective, efficient, and economical.

2. **Strive for continuous improvement in efficiency and effectiveness.** In the pursuit of operational excellence, it is important to continuously seek ways in which to operate as efficiently and effectively as possible. We will focus on ensuring continuous improvement of operations by empowering employees to find solutions and enhance processes that result in higher-quality services and cost savings.

3. **Effectively utilize and manage our resources.** To effectively serve and protect the public, it is important for the Department to maximize the use of its resources. We will focus on maintaining staffing levels, supervisory span of control, and developing a Volunteers in Police Service (VIPS) program to maximize resources and provide services that the public wants but that sworn and civilian staff may not have the time to furnish.

4. **Empower and develop the workforce to achieve excellence.** In order to provide the highest quality police services to the citizens of Cleburne, it is important to develop an empowered workforce. We will focus on supporting an informed and trained workforce.

5. **Hold employees accountable to high standards of performance, ethics, and professional conduct.** High standards of integrity, professional conduct and performance are vital to the success of the Police Department. We will focus on promoting and enforcing professional and ethical behavior by employees.

BUDGET HIGHLIGHTS & CHALLENGES

1. As our community continues to grow in population, area, and number of visitors, we will focus on maintaining appropriate staffing levels to quickly respond to calls for service and using real-time crime and crash data to keep our community safe.

2. Looking at the potential for attrition over the next few years, we will continue to identify strategies for enhancing our ability to recruit, hire, train and retain the best employees.

3. We will seek opportunities to increase community awareness and involvement in crime prevention efforts and traffic safety initiatives. We will never have enough officers to place one on every corner so we must depend on our citizens to be our eyes and ears and to have the confidence and awareness to call us in a timely manner when they observe suspicious activity.

4. In an ongoing effort to maximize efficiency of staffing, rank structure, span of control and unity of command, the classification of Police Corporal has been frozen with the intent to eventually eliminate it through attrition.

5. We will evaluate the effectiveness of deploying additional marked police vehicles throughout the community to enhance public safety through increased police visibility; provide a quick and effective response to disasters, disorders or other incidents requiring recall of off-duty personnel; and maximize vehicle life spans and reduce vehicle maintenance costs.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Calls for Service	33,320	37,615	39,496
Reports	4,770	4,436	4,436
Arrests	2,059	2,257	2,370
UCR Part 1 Offenses	1,353	1,211	1,150
UCR Part 1 Clearances	725	611	575
Traffic Crashes	912	868	825
Traffic Stops	8,788	14,104	14,809
Citations Issued	6,562	6,990	7,340
Cases Assigned to CID	1,279	1,252	1,200

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
COMMISSIONED OFFICERS				
Assistant Chiefs	N/A	3	2	2
Lieutenants	N/A	0	5	5
Sergeants	N/A	6	7	7
Corporals	N/A	14	7	7
Officers	N/A	31	32	32
NON-CIVIL SERVICE PERSONNEL				
Chief of Police	N/A	1	1	1
Support Services Manager	20	1	1	1
Crime Scene Technician	19	1	1	1
Crime Scene Technician	17	1	1	1
Senior Secretary	17	1	1	1
Telecommunicator	15	11	11	11
Secretary - CID	12	1	1	1
Senior Records Clerk	11	2	2	2
TOTAL		73	72	72
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 4,213,783	$ 4,629,588	$ 4,436,100	$ 4,549,607
BENEFITS	1,708,939	2,183,434	1,956,500	2,146,077
SUPPLIES & MATERIALS	194,196	183,900	173,634	172,492
M&R - EQUIPMENT & VEHICLES	139,326	162,375	170,925	166,885
CONTRACTURAL & MISC SERVICES	287,180	304,854	306,216	333,172
TOTAL 01-41	**$ 6,543,424**	**$ 7,464,151**	**$ 7,043,375**	**$ 7,368,233**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 4,076,922	$ 4,537,888	$ 4,329,000	$ 4,439,907
8130 OVERTIME	135,512	90,000	101,400	104,000
8150 VEHICLE ALLOWANCE	0	0	4,200	4,200
8190 NON-CASH BENEFITS	1,349	1,700	1,500	1,500
8210 SOCIAL SECURITY CONTRIBUTIONS	246,628	291,346	274,400	281,722
8220 MEDICARE CONTRIBUTIONS	57,679	68,138	63,900	65,887
8230 RETIREMENT CONTRIBUTIONS	800,722	890,536	839,300	831,762
8240 HEALTH/LIFE INSURANCE	603,910	933,414	778,900	966,706
8301 OFFICE SUPPLIES	6,882	6,500	7,300	5,300
8303 AMMUNITION	17,035	20,000	18,384	19,000
8308 BOOKS & SUBSCRIPTIONS	2,183	750	900	775
8322 CLOTHING	23,534	20,000	16,350	16,867
8336 FUEL & LUBRICANTS	123,854	110,000	105,000	105,000
8343 LAUNDRY & CLEANING SUPPLIES	55	500	150	250
8357 MEDICAL SUPPLIES	493	250	250	250
8364 MINOR EQUIPMENT	6,666	6,750	6,750	6,400
8371 PHOTOGRAPHY SUPPLIES	360	1,250	650	750
8382 UTILITY - ELECTRICAL FEES	351	400	900	400
8399 OTHER SUPPLIES	12,783	17,500	17,000	17,500
8539 M&R - INSTRUMENTS	910	2,500	1,800	2,000
8545 M&R - EQUIPMENT	2,516	6,000	6,000	6,000
8557 M&R - VEHICLES	43,667	50,000	60,000	50,000
8559 M&R - OFFICE EQUIPMENT	6,537	6,500	6,500	6,000
8569 M&R - RADIOS	1,673	1,000	750	1,000
8577 M&R - SOFTWARE	84,023	96,375	95,875	101,885
8636 COMMUNICATIONS	46,490	39,750	47,225	47,225
8643 DUES	1,882	2,297	2,395	2,475
8657 INSURANCE	0	670	670	670
8660 POSTAGE	4,321	4,000	3,500	3,500
8662 PRINTING	1,442	1,000	1,700	1,700
8664 PROFESSIONAL SERVICES	103,590	116,970	119,274	116,970
8670 VEHICLE USE FEE	101,647	96,167	96,167	118,632
8672 RENTAL OF EQUIPMENT	0	0	2,050	5,000
8684 TRAINING	14,184	26,000	18,225	19,000
8690 TRAVEL EXPENSES	10,359	15,000	12,000	15,000
8699 OTHER MISCELLANEOUS SERVICES	3,265	3,000	3,010	3,000
TOTAL 01-41	**$ 6,543,424**	**$ 7,464,151**	**$ 7,043,375**	**$ 7,368,233**

ANIMAL SERVICES SUMMARY

DEPARTMENT		DIVISION
Animal Services	**0143**	**Public Safety**

DESCRIPTION OF SERVICES

We work to enhance the quality of life for Cleburne residents through the enforcement of all laws and ordinances related to the keeping of animals within the City. We work to investigate animal related complaints, control the populations of unwanted and wild animals and educate our community about animal related laws.

GOALS & OBJECTIVES

1. To respond to animal complaints as promptly as possible.
2. To improve citizen awareness of their responsibilities as pet owners to provide food, water and shelter for their pets.
3. To decrease the possibility of a rabies outbreak by ensuring that pets are vaccinated and the wild animal population is controlled.

BUDGET HIGHLIGHTS & CHALLENGES

Shelter space for the number of animals processed through the shelters presents our greatest challenge. We seek to work with our community partners and volunteers to care for the animals and the facility. We will continue to pursue relationships with rescue groups and other organizations to find permanent homes for adoptable animals in an attempt to reduce the number of animals that must be euthanized.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Requests for Service	3,368	3,600	3,800
Animals Impounded	918	1,000	950
Animals Surrendered	1,029	1,100	1,400
Animals Euthanized	936	1,000	950
Animals Adopted	703	750	800

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Animal Services Manager	18	1	1	1
Animal Services Officer	13	2	2	2
Clerk	11	1	1	1
TOTAL		4	4	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 169,532	$ 182,845	$ 141,000	$ 165,793
BENEFITS	75,432	100,161	73,500	94,967
SUPPLIES & MATERIALS	34,458	31,250	34,450	31,750
M&R - LAND, STRUCTURES & STREETS	34	1,500	1,500	500
M&R - EQUIPMENT & VEHICLES	5,360	5,750	2,610	6,110
CONTRACTURAL & MISC SERVICES	22,167	22,752	23,717	25,338
TOTAL 01-43	**$ 306,983**	**$ 344,258**	**$ 276,777**	**$ 324,458**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 163,871	$ 177,845	$ 129,000	$ 160,793
8130 OVERTIME	5,647	5,000	12,000	5,000
8190 NON-CASH BENEFITS	14	0	0	0
8210 SOCIAL SECURITY CONTRIBUTIONS	9,620	11,337	9,000	10,279
8220 MEDICARE CONTRIBUTIONS	2,250	2,557	2,100	2,404
8230 RETIREMENT CONTRIBUTIONS	32,170	34,652	28,800	30,348
8240 HEALTH/LIFE INSURANCE	31,392	51,615	33,600	51,936
8301 OFFICE SUPPLIES	684	500	1,000	1,000
8322 CLOTHING	900	750	750	750
8336 FUEL & LUBRICANTS	11,746	9,200	9,200	9,200
8343 LAUNDRY & CLEANING SUPPLIES	3,291	2,500	3,000	3,000
8357 MEDICAL SUPPLIES	2,456	1,800	4,500	1,800
8382 UTILITY - ELECTRICAL FEES	9,320	9,000	9,000	9,000
8388 UTILITY - WATER & SEWER FEES	3,392	4,000	3,500	3,500
8399 OTHER SUPPLIES	2,669	3,500	3,500	3,500
8419 M&R - STRUCTURES	0	1,000	1,000	0
8431 M&R - GROUNDS	34	500	500	500
8557 M&R - VEHICLES	3,686	4,000	500	4,000
8559 M&R - OFFICE EQUIPMENT	474	300	600	600
8569 M&R - RADIOS	0	250	250	250
8577 M&R - SOFTWARE	1,200	1,200	1,260	1,260
8636 COMMUNICATIONS	3,597	3,300	4,000	4,000
8643 DUES	200	200	150	150
8662 PRINTING	581	500	600	500
8664 PROFESSIONAL SERVICES	11,810	10,000	10,000	10,000
8670 VEHICLE USE FEE	5,145	7,852	7,852	8,813
8672 RENTAL OF EQUIPMENT	0	0	240	400
8684 TRAINING	395	600	500	1,100
8690 TRAVEL EXPENSES	439	300	375	375
TOTAL 01-43	**$ 306,983**	**$ 344,258**	**$ 276,777**	**$ 324,458**

FIRE SERVICES SUMMARY

DEPARTMENT		DIVISION
Fire Services	0147	Public Safety

DESCRIPTION OF SERVICES

The Cleburne Fire Department strives to accomplish its mission by providing fire suppression services, emergency medical services, emergency management operations, specialized rescue services, fire prevention services, investigation of fires, and mitigation of hazardous materials incidents.

The City of Cleburne operates and maintains three (3) fire stations on a 24-hour basis, with Fire Administration offices located in the downtown district. The Fire Department is comprised of an Operations Division, an Emergency Management Division and a Fire Prevention Division.

The Operations Division performs firefighting activities, emergency medical operations, specialized rescue operations, hazardous materials operations, citizen assistance, fire education, pre-fire control inspections, maintenance of fire hydrants and all training activities necessary to become proficient in the delivery of these services.

The Emergency Management Division prepares for coordinated response and recovery activities to mitigate all disasters or large-scale incidents. Responsibilities include NIMS compliance, Emergency Operation Center (EOC) supervision, maintaining the cities response plan, and coordinating city resources. These activities may involve Federal, State, County and City governmental agencies, as well as local industries and business entities. The Emergency Management Division is also responsible for the Training Division. Training is responsible for coordinating the certification and continuing education for all members of the fire department. Other responsibilities of the Division include hiring and special operations.

The Fire Prevention Division investigates all fire causes, conducts fire code enforcement, coordinates fire education programs in public and private schools, industrial and commercial occupancies, institutional occupancies and day care centers, reviews all building plans for fire safety features for new and rehabilitated structures, inspects all commercial and industrial buildings for fire safety features within the City, inspects and participates in licensing of all institutional occupancies and participates in the alleviation of substandard structures.

GOALS & OBJECTIVES

1. Develop and maintain procedures, policies, and an organizational environment that supports critical thinking, problem solving, and customer service.
2. Attract, educate, and retain a qualified workforce to provide superior fire suppression, emergency medical, hazardous materials and rescue services.
3. Maintain excellence in operations by constantly improving skills, researching technological and tactical advancements and implementing continuous quality improvement programs.
4. Provide and maintain reliable equipment necessary to perform all operations and insure safety of firefighters.
5. Establish and provide professional growth and opportunity programs for all personnel.
6. Improve building safety through plan review and code enforcement.
7. Maintain an effective fire-safety education program to educate children and adults on the hazards of fire.
8. Investigate all fires to determine cause and aggressively prosecute suspected arsonist.
9. Improve safety and reduce property loss by completing pre-fire plans on target hazards.
10. Collect, analyze and disseminate information to insure accountability and implementation of changes necessary to improve customer service.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Building fires	50	50	45
All other fires	100	125	118
Explosion/ruptures	5	5	3
Emergency medical service	3,200	3,350	3,350
Hazardous conditions	200	230	230
Service calls	385	450	450
Good intent	600	600	500
False call	200	215	225
Special incident	10	10	10
Fire code inspections	900	950	950
Building standards inspections	250	275	50
Fire investigations	150	150	160
Alarm test	20	20	20
Fixed system test	10	15	10
Sprinkler test	20	20	30
Pressure test	55	55	50
Fire drills	80	80	80
Training hours	13,200	13,000	7,500
Response time	4:15	4:30	4:30

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
COMMISSIONED OFFICERS				
Assistant Chief	N/A	2	2	2
Battalion Chiefs	N/A	4	4	4
Lieutenants	N/A	10	10	10
FF Engineer	N/A	12	12	12
Firefighter	N/A	24	24	24
NON-CIVIL SERVICE PERSONNEL				
Fire Chief	N/A	1	1	1
Fire Inspector	19	1	1	1
Senior Secretary	17	1	1	1
TOTAL		55	55	55

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 3,918,698	$ 4,265,774	$ 4,067,700	$ 4,217,914
BENEFITS	1,603,362	1,958,782	1,771,200	2,014,270
SUPPLIES & MATERIALS	200,334	194,400	186,084	211,950
M&R - LAND, STRUCTURES & STREETS	15,681	15,600	15,700	500
M&R - EQUIPMENT & VEHICLES	55,211	79,700	84,950	74,450
CONTRACTURAL & MISC SERVICES	266,353	319,443	295,549	292,612
TOTAL 01-47	**$ 6,059,639**	**$ 6,833,699**	**$ 6,421,183**	**$ 6,811,696**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 3,787,810	$ 4,103,774	$ 3,937,000	$ 4,055,914
8130 OVERTIME	129,019	160,000	128,600	160,000
8190 NON-CASH BENEFITS	1,869	2,000	2,100	2,000
8210 SOCIAL SECURITY CONTRIBUTIONS	2,809	6,021	6,400	5,939
8220 MEDICARE CONTRIBUTIONS	43,945	61,825	46,000	61,131
8230 RETIREMENT CONTRIBUTIONS	972,728	1,049,362	991,500	1,018,931
8240 HEALTH/LIFE INSURANCE	583,880	841,574	727,300	928,269
8301 OFFICE SUPPLIES	2,642	4,000	2,500	2,750
8308 BOOKS & SUBSCRIPTIONS	3,194	2,500	2,729	2,500
8315 CHEMICAL SUPPLIES	5,606	2,000	1,950	2,000
8322 CLOTHING	2,179	18,000	18,280	18,000
8323 CLOTHING - PROTECTIVE	19,619	18,500	18,950	18,500
8336 FUEL & LUBRICANTS	51,474	44,000	44,000	44,000
8343 LAUNDRY & CLEANING SUPPLIES	5,772	5,000	4,500	5,000
8357 MEDICAL SUPPLIES	27,883	25,500	33,000	33,000
8364 MINOR EQUIPMENT	9,219	-	-	11,500
8382 UTILITY - ELECTRICAL FEES	38,545	38,200	30,000	38,000
8385 UTILITY - GAS FEE	6,644	8,000	9,600	8,000
8388 UTILITY - WATER & SEWER FEES	9,903	9,700	7,000	9,700
8399 OTHER SUPPLIES	17,654	19,000	13,575	19,000
8419 M&R - STRUCTURES	14,940	15,000	15,100	-
8431 M&R - GROUNDS	741	600	600	500
8539 M&R - INSTRUMENTS	4,513	10,500	5,000	6,000
8545 M&R - EQUIPMENT	18,047	14,000	17,500	15,300
8557 M&R - VEHICLES	25,685	43,000	55,000	42,700
8559 M&R - OFFICE EQUIPMENT	1,087	1,500	1,000	1,250
8569 M&R - RADIOS	3,112	3,500	2,800	3,000
8577 M&R - SOFTWARE	2,010	4,700	2,800	4,500
8599 M&R - OTHER EQUIPMENT	757	2,500	850	1,700
8636 COMMUNICATIONS	18,161	17,800	22,512	22,512
8643 DUES	15,665	9,925	10,979	10,982
8660 POSTAGE	2,092	2,500	3,000	3,000
8664 PROFESSIONAL SERVICES	27,961	41,150	27,765	37,000
8670 VEHICLE USE FEE	192,528	168,443	168,443	163,868
8672 RENTAL OF EQUIPMENT	-	-	950	1,450
8681 SUBSTANDARD BLDG DEMOLITION	2,172	36,500	27,000	26,000
8684 TRAINING	6,503	18,000	12,725	18,000
8690 TRAVEL EXPENSES	832	9,000	6,950	9,000
8699 OTHER MISCELLANEOUS SERVICES	439	16,125	15,225	800
TOTAL 01-47	**$ 6,059,639**	**$ 6,833,699**	**$ 6,421,183**	**$ 6,811,696**

ENVIRONMENTAL HEALTH / CODE ENFORCEMENT SUMMARY

DEPARTMENT		DIVISION
Environmental Health	**0148**	**Public Works**

DESCRIPTION OF SERVICES

The Environmental Health / Code Enforcement Department is responsible for minimizing risks to public health and the local environment by the monitoring of all food establishments, temporary community events, child care centers, public schools, swimming pools, and public nuisances.

GOALS & OBJECTIVES

1. Provide for the enhancement of the quality of life within the City of Cleburne through the enforcement of State regulations and City ordinances regulating the environmental health codes.
2. Seek compliance of codes within 10 days of Notice of Violation.
3. Present for consideration, revised ordinances governing all health codes, such as nuisance abatement of junk & debris, grass & weeds, junk vehicles, grease traps, and unsanitary property conditions; and revision of the Food Establishment ordinances to address Mobile Vendors, Flea Markets, and Farmers Markets.
4. Present for consideration, the adoption of new ordinances regulating Public Swimming Pool & Spas governing all public pools and spas including apartment complexes, hotel/motels, and city municipals pools and aquatic water facilities.
5. Maintain an accurate computerized tracking system for all complaints and Health inspections for more thorough investigations and time efficient follow-ups.
6. Reduce the number of city maintained abandoned properties by working with tax attorneys toward sales.
7. Continue to improve the quality of life issues and improving residential housing stock by working with Christmas in Action, Habitat for Humanity, and Homeowner Associations who help to revitalize neighborhoods.
8. Continue to improve the sanitary conditions and esthetics of public right-of-ways and properties by working with organizations such as Keep Cleburne Beautiful, Christmas in Action, Downtown Association, Save Old Cleburne, and Buffalo Creek Association.
9. Continue to support community events by providing inspection services, coordinating educational Events, and participating in community events such as Spring Fest, Taste of Cleburne, Food Safety Classes, Christmas in Action work projects, Buffalo Creek Cleanup, Community Health Fairs, Antique Alley (twice a year), July 4th Celebration, Household Hazardous Waste Event, Electronic Recycling Event, Cinco De Mayo Celebration, Whistle Stop Christmas.
10. Continue to coordinate neighborhood cleanup events such as Operation Cleburne Pride.

BUDGET HIGHLIGHTS & CHALLENGES

1. Revision of all Health / Code Enforcement ordinances: Staff time will be dedicated to diligently work toward revisions and review of all ordinances.
2. Coordinate the enforcement of bandit signs (i.e. garage sales, signs on medians and utility poles) with assistance from Police Department to deter placement after dark and on weekends.

INDICATORS

	Actual 2012-2013	**Estimated 2013-2014**	**Budgeted 2014-2015**
Complaints:			
Appliances in yards	44	50	60
Brush / Trees	31	40	50
Building & Standard Cases	39	50	60

Day Care Complaints	1	1	1
Deteriorated Structures (fences, sheds, etc)	38	50	40
Food services	21	10	25
Graffiti	11	10	10
Grass & weed	1,846	1800	1350
Household furniture (stored outside)	72	80	60
Illegal dumping	14	20	15
Junk vehicles	161	180	195
Miscellaneous unsanitary conditions	99	80	90
Mosquito complaints	28	56	60
Pool complaints	7	5	30
Public Schools	0	0	0
Sewers & grease traps	9	14	30
Signs	221	250	260
Tax/Foreclosure property maintenance	634	768	800
Trash & Debris	391	400	300
Unsanitary conditions (sewer & misc. complaints)	78	80	70
View obstructions	36	40	25
Zoning	37	40	55
Total Complaints	**3,156**	**3,200**	**3,586**
Inspections:			
Building standards inspections	159	260	260
Certificate of Occupancy	13	10	15
Code enforcement trips	8514	8959	9969
Day care	13	18	16
Food establishments	266	350	355
Foster homes	6	5	5
Mosquito abatement	18	56	60
Plan reviews	19	20	25
Public schools	27	27	27
Public swimming pools	32	20	22
Specific use permits	26	24	24
Temporary food events	38	62	65
Total Inspections	**9,131**	**8,747**	**10,843**

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Health Inspector	22	1	1	1
Health Inspector	20	1	1	1
Code Enforcement Officer	19	2	1	1
Clerk	14	1	1	1
TOTAL		5	4	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 273,309	$ 247,154	$ 233,100	$ 244,990
BENEFITS	113,494	127,589	109,200	129,075
SUPPLIES & MATERIALS	7,865	8,060	5,920	8,160
M&R - EQUIPMENT & VEHICLES	2,433	2,650	3,056	2,950
CONTRACTURAL & MISC SERVICES	31,209	54,191	39,526	39,981
TOTAL 01-48	**$ 428,310**	**$ 439,644**	**$ 390,802**	**$ 425,156**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 272,673	$ 247,154	$ 233,000	$ 244,990
8130 OVERTIME	549	-	-	-
8190 NON-CASH BENEFITS	87	-	100	-
8210 SOCIAL SECURITY CONTRIBUTIONS	15,871	15,324	13,300	15,189
8220 MEDICARE CONTRIBUTIONS	3,712	3,584	3,200	3,552
8230 RETIREMENT CONTRIBUTIONS	51,878	46,827	43,100	44,845
8240 HEALTH/LIFE INSURANCE	42,033	61,854	49,600	65,489
8301 OFFICE SUPPLIES	2,871	2,500	1,200	2,500
8308 BOOKS & SUBSCRIPTIONS	-	100	200	200
8322 CLOTHING	160	500	400	500
8336 FUEL & LUBRICANTS	4,675	4,000	3,500	4,000
8399 OTHER SUPPLIES	159	960	620	960
8557 M&R - VEHICLES	523	500	500	500
8559 M&R - OFFICE EQUIPMENT	-	150	150	150
8569 M&R - RADIOS	-	-	400	200
8577 M&R - SOFTWARE	1,910	2,000	2,006	2,100
8636 COMMUNICATIONS	4,766	4,500	4,000	4,500
8643 DUES	453	1,325	650	650
8660 POSTAGE	4,293	4,000	4,000	4,000
8662 PRINTING	66	300	500	300
8664 PROFESSIONAL SERVICES	16,476	35,000	21,100	21,100
8670 VEHICLE USE FEE	3,839	4,176	4,176	3,156
8672 RENTAL OF EQUIPMENT	-	-	1,500	2,000
8684 TRAINING	392	2,400	850	1,775
8690 TRAVEL EXPENSES	886	2,390	2,650	2,400
8699 OTHER MISCELLANEOUS SERVICES	38	100	100	100
TOTAL 01-48	**$ 428,310**	**$ 439,644**	**$ 390,802**	**$ 425,156**

BOOKER T.WASHINGTON COMMUNITY AND RECREATION CENTER SUMMARY

DEPARTMENT		DIVISION
Washington Rec Center	**0150**	**Public Services - Parks**

DESCRIPTION OF SERVICES

Booker T. Washington Community and Recreation Center provides both recreational and educational opportunities to the citizens of Cleburne. The facility features a state of the art cardio room, full size basketball court, banquet hall, industrial kitchen, and classroom. All facilities are available to rent for private parties, group instruction and special events. During the year the facility offers a wide range of activities to the public that include group exercise classes, day camps, cooking and nutrition classes, and speaking engagements. The facility is located at 100 Mansfield. The main facility number is 817-556-8858.

GOALS & OBJECTIVES

The mission of Booker T. Washington Community and Recreation Center is to enrich the life of our citizens and guests by offering quality leisure and recreational services to citizens of all ages.

BUDGET HIGHLIGHTS & CHALLENGES

During the last 5 fiscal years, the recreation center continues to face steadily increasing facility use and a continued reduction in budget. To continue to offer quality programming and customer service to patrons, additional part-time or seasonal staff is necessary. The recreation center also faces the cost of repairs and replacements to its cardio and weight equipment that has been in use for 5 years.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Attendance at recreation center	32,000	20,000	20,000
Annual passes	1,300	800	800
Facility rentals	125	110	100
Recreational classes	13	4	4
Recreational programs	18	8	10
Community events	35	5	6

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Recreation Coordinator	17	1	1	1
Recreation Aide	10	1	1	1
Custodian	10	1	1	1
TOTAL		3	3	3
Part Time		3	2	2

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 118,385	$ 123,173	$ 101,500	$ 118,773
BENEFITS	56,507	75,858	55,300	78,486
SUPPLIES & MATERIALS	32,152	33,025	28,600	32,800
M&R - LAND, STRUCTURES & STREETS	5,654	7,000	4,500	1,000
M&R - EQUIPMENT & VEHICLES	3,098	3,500	3,585	3,500
CONTRACTURAL & MISC SERVICES	4,626	6,080	6,300	9,015
MISC & SUNDRY CHARGES	1,530	2,000	1,000	1,000
TOTAL 01-50	**$ 221,952**	**$ 250,636**	**$ 200,785**	**$ 244,574**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 118,287	$ 123,173	$ 101,000	$ 118,273
8130 OVERTIME	98	-	500	500
8210 SOCIAL SECURITY CONTRIBUTIONS	6,555	7,619	5,700	7,333
8220 MEDICARE CONTRIBUTIONS	1,533	1,725	1,400	1,715
8230 RETIREMENT CONTRIBUTIONS	22,473	23,328	18,800	21,650
8240 HEALTH/LIFE INSURANCE	25,946	43,186	29,400	47,788
8301 OFFICE SUPPLIES	644	500	500	500
8308 BOOKS & SUBSCRIPTIONS	96	325	100	100
8322 CLOTHING	127	500	500	500
8343 LAUNDRY & CLEANING SUPPLIES	1,980	2,000	1,800	2,000
8357 MEDICAL SUPPLIES	10	250	200	250
8364 MINOR EQUIPMENT	615	-	-	-
8382 UTILITY - ELECTRICAL FEES	21,018	19,200	16,000	19,200
8385 UTILITY - GAS FEE	519	750	500	750
8388 UTILITY - WATER & SEWER FEES	4,260	6,500	6,000	6,500
8399 OTHER SUPPLIES	2,883	3,000	3,000	3,000
8419 M&R - STRUCTURES	5,654	6,000	4,000	-
8431 M&R - GROUNDS	-	1,000	500	1,000
8545 M&R - EQUIPMENT	585	1,200	585	1,200
8559 M&R - OFFICE EQUIPMENT	1,852	1,500	1,500	1,500
8577 M&R - SOFTWARE	661	800	1,500	800
8608 ADVERTISING	150	500	-	500
8636 COMMUNICATIONS	2,036	1,500	2,150	2,150
8643 DUES	-	80	-	90
8660 POSTAGE	31	-	-	-
8662 PRINTING	-	500	250	250
8664 PROFESSIONAL SERVICES	1,654	2,500	2,100	2,500
8672 RENTAL OF EQUIPMENT	210	500	1,300	1,800
8684 TRAINING	-	-	-	325
8690 TRAVEL EXPENSES	545	500	500	1,400
8727 COST OF SALES	1,530	2,000	1,000	1,000
TOTAL 01-50	**$ 221,952**	**$ 250,636**	**$ 200,785**	**$ 244,574**

CEMETERY SUMMARY

DEPARTMENT		DIVISION
Cemetery	0152	Public Services - Community

DESCRIPTION OF SERVICES

The goals of the cemetery staff are to maintain the property in a professional and quality manner, within the boundaries of the City of Cleburne ordinances governing the cemetery properties. The staff will provide quality services to the citizens of Cleburne for all interments. These services are provided Monday through Saturday, from 8 a.m. to 5 p.m. The office hours are 10 a.m. to 5 p.m., Monday through Friday. The cemetery phone number is 817-556-0954.

GOALS & OBJECTIVES

1. Mow and trim 100 acre cemetery during growing season as often as needed to maintain manicured look. Staff will maintain trees and shrubs as needed during the winter months.
2. Staff will apply herbicides as needed to eliminate as much hand trimming as possible.
3. Office staff will sell cemetery lots, prepare deeds, update burial records, research burial information for customers, make deposits, and prepare reports for management and city council as requested.

BUDGET HIGHLIGHTS & CHALLENGES

All maintenance personnel will be reassigned to Parks. Park personnel will provide all services in maintenance of the cemetery including mowing, weed eating, tree trimming and upkeep of all grave sites. The city will no longer provide opening and closing services including placement of tents, lowering devices, and chairs. This service will be provided by a third party through local funeral homes. There are still major issues facing the cemetery. Several streets have suffered weather damage and need resurfacing. There is an invasive grass species that has entered the property. This grass sends up an unattractive seed head every three to four days and increases the mowing rounds significantly. A plan should be addressed to eliminate this species and reseed with a species more suited for everyday maintenance.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Interments opened	175	-	-
Spaces sold	85	79	79

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Manager	17	0	0	0
Clerk	11	0	1	1
Light Equipment Operator	11	2	0	1
Maintenance Worker	10	3	0	0
TOTAL		5	1	2
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 187,067	$ 70,100	$ 69,200	$ 77,869
BENEFITS	97,765	41,207	38,900	50,309
SUPPLIES & MATERIALS	25,892	10,450	10,450	10,250
M&R - LAND, STRUCTURES & STREETS	4,342	2,500	2,200	2,000
M&R - EQUIPMENT & VEHICLES	12,565	7,800	7,800	5,700
CONTRACTURAL & MISC SERVICES	18,726	4,162	3,912	4,505
TOTAL 01-52	**$ 346,357**	**$ 136,219**	**$ 132,462**	**$ 150,633**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 184,999	$ 69,000	$ 69,000	$ 76,769
8130 OVERTIME	2,068	-	200	-
8190 NON-CASH BENEFITS	-	1,100	-	1,100
8210 SOCIAL SECURITY CONTRIBUTIONS	10,655	4,046	4,100	4,760
8220 MEDICARE CONTRIBUTIONS	2,492	920	1,000	1,113
8230 RETIREMENT CONTRIBUTIONS	35,502	12,596	12,800	14,252
8240 HEALTH/LIFE INSURANCE	49,116	23,645	21,000	30,184
8301 OFFICE SUPPLIES	542	700	700	500
8315 CHEMICAL SUPPLIES	2,562	-	-	-
8322 CLOTHING	2,207	-	-	400
8336 FUEL & LUBRICANTS	13,588	2,500	2,500	2,500
8343 LAUNDRY & CLEANING SUPPLIES	131	100	100	100
8357 MEDICAL SUPPLIES	29	-	-	-
8364 MINOR EQUIPMENT	28	-	-	-
8382 UTILITY - ELECTRICAL FEES	2,849	1,600	1,600	3,000
8385 UTILITY - GAS FEE	1,056	2,200	2,200	1,500
8388 UTILITY - WATER & SEWER FEES	1,921	3,100	3,100	2,000
8399 OTHER SUPPLIES	979	250	250	250
8419 M&R - STRUCTURES	168	500	200	-
8431 M&R - GROUNDS	4,174	2,000	2,000	2,000
8545 M&R - EQUIPMENT	8,427	4,000	4,000	4,000
8557 M&R - VEHICLES	4,021	3,000	3,000	1,000
8559 M&R - OFFICE EQUIPMENT	117	400	400	300
8577 M&R - SOFTWARE	-	400	400	400
8636 COMMUNICATIONS	2,476	2,600	2,600	2,600
8643 DUES	330	262	262	262
8660 POSTAGE	260	500	250	250
8664 PROFESSIONAL SERVICES	517	500	500	500
8670 VEHICLE USE FEE	14,803	-	-	593
8684 TRAINING	340	100	100	100
8690 TRAVEL EXPENSES	-	200	200	200
TOTAL 01-52	**$ 346,357**	**$ 136,219**	**$ 132,462**	**$ 150,633**

PARKS & RECREATION SUMMARY

DEPARTMENT		DIVISION
Parks & Recreation	0153	Public Services - Parks

DESCRIPTION OF SERVICES

The Parks and Recreation department is responsible for the maintenance and repair of City parks, facility grounds and irrigation related to each.

GOALS & OBJECTIVES

1. To provide the community with quality, well-maintained areas for recreational opportunities.
2. To maintain attractive, clean, and safe parks, playgrounds, lake areas, and athletic fields in a cost efficient manner.
3. Continue to make park improvements such as more picnic tables and grills to enhance the park setting.
4. Continue to minimize overtime and compensatory time accruals by using flexible scheduling, and continuation of employee cross-training program.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Acreage of parks	267	267	267
Number of parks	17	17	17
Number of facilities	9	9	9

PERSONNEL SCHEDULE

Personnel	PAY GRADE	2012-2013	2013-2014	2014-2015
Foreman	17	1	1	1
Secretary	15	1	1	1
Horticulturist	12	1	0.5	0.5
Maintenance Worker	10	2	7	6
TOTAL		8	9	8.5
Part Time		4	.5	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 403,463	$ 267,532	$ 263,700	$ 282,252
BENEFITS	144,340	135,820	135,661	147,947
SUPPLIES & MATERIALS	174,031	178,150	122,375	170,200
M&R - LAND, STRUCTURES & STREETS	32,683	133,463	127,500	112,000
M&R - EQUIPMENT & VEHICLES	12,454	24,450	18,700	23,700
CONTRACTURAL & MISC SERVICES	68,366	49,278	43,772	41,859
TOTAL 01-53	**$ 835,337**	**$ 788,693**	**$ 711,708**	**$ 777,958**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 388,345	$ 264,832	$ 260,000	$ 279,552
8130 OVERTIME	14,736	2,000	3,500	2,000
8190 NON-CASH BENEFITS	382	700	200	700
8210 SOCIAL SECURITY CONTRIBUTIONS	24,312	16,664	24,300	17,456
8220 MEDICARE CONTRIBUTIONS	5,686	3,839	3,600	4,083
8230 RETIREMENT CONTRIBUTIONS	74,641	49,198	47,461	51,538
8240 HEALTH/LIFE INSURANCE	39,701	66,119	60,300	74,870
8301 OFFICE SUPPLIES	3,695	1,500	1,500	1,000
8308 BOOKS & SUBSCRIPTIONS	169	150	100	-
8315 CHEMICAL SUPPLIES	5,230	7,500	5,100	7,500
8322 CLOTHING	2,105	2,300	2,000	2,300
8336 FUEL & LUBRICANTS	23,547	32,500	22,000	25,000
8343 LAUNDRY & CLEANING SUPPLIES	3,604	5,500	2,000	4,000
8364 MINOR EQUIPMENT	180	-	75	1,600
8382 UTILITY - ELECTRICAL FEES	50,007	42,100	42,000	45,000
8385 UTILITY - GAS FEE	1,649	1,800	3,300	1,800
8388 UTILITY - WATER & SEWER FEES	81,912	82,800	42,000	80,000
8399 OTHER SUPPLIES	1,933	2,000	2,300	2,000
8419 M&R - STRUCTURES	4,676	45,463	27,000	-
8431 M&R - GROUNDS	27,007	88,000	100,000	112,000
8479 M&R - WALKS & FENCES	1,000	-	500	-
8545 M&R - EQUIPMENT	7,222	9,500	9,500	9,500
8557 M&R - VEHICLES	4,766	14,750	9,000	14,000
8559 M&R - OFFICE EQUIPMENT	466	200	200	200
8636 COMMUNICATIONS	5,224	6,000	3,640	3,860
8643 DUES	336	441	400	550
8660 POSTAGE	79	-	900	200
8670 VEHICLE USE FEE	54,488	33,432	33,432	31,049
8672 RENTAL OF EQUIPMENT	4,579	4,400	4,700	5,500
8684 TRAINING	135	255	200	200
8690 TRAVEL EXPENSES	2,996	4,750	500	500
8699 OTHER SERVICES	529	-	-	-
TOTAL 01-53	**$ 835,337**	**$ 788,693**	**$ 711,708**	**$ 777,958**

GOLF SUMMARY

DEPARTMENT		DIVISION
Golf Course	0155	Public Services - Parks

DESCRIPTION OF SERVICES

Cleburne Golf Links is an 18 hole championship facility designed to give you that Scottish links-style round of golf. We are prepared to handle large tournaments as well as an individual round of golf. Lessons are available by appointment and several clinics are scheduled throughout the year. The Clubhouse has inside dining and a deck overlooking Lake Pat Cleburne, where you can have an award winning burger or other items from our grill.

GOALS & OBJECTIVES

Our goal is to increase our revenue to meet our expenses without cutting our service to the customer. We have made the course more player friendly by widening some of the landing areas and lowering the height of our native areas. We will continue to improve conditions with our outstanding maintenance program.

BUDGET HIGHLIGHTS & CHALLENGES

We have streamlined our staff as tight as it can be without giving up the service expected at a course of this caliber. We have moved from 14 full- time employees to 9 and from 17 part-time employees to 6 which has reduced our expenses. We are putting forth an effort to promote the game of golf to new players with lessons, clinics, and tournaments. Our challenge is to find new players and continue to grow the game of golf. As Cleburne grows with the help of the new toll road, our vision will be easier to meet with more families calling Cleburne home.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Rounds of golf played	28,000	26,500	30,000

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Golf Course Manager	25	1	1	1
Assistant Green Manager	18	1	1	1
Maintenance Technician	17	1	1	1
Irrigation Technician	12	1	1	1
Pro Shop Coordinator	11	0	0	0
Pro Shop Clerk	10	1	1	2
Maintenance Worker	10	2	2	2
Food & Beverage Crewleader	15	1	1	1
TOTAL		8	8	9
Part Time		8	8	6

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 359,400	$ 445,957	$ 399,100	$ 448,150
BENEFITS	130,860	187,972	157,300	180,645
SUPPLIES & MATERIALS	155,940	138,800	138,250	137,900
M&R - LAND, STRUCTURES & STREETS	21,050	26,500	25,000	16,500
M&R - EQUIPMENT & VEHICLES	19,350	13,250	13,250	13,250
CONTRACTURAL & MISC SERVICES	124,058	281,634	264,357	202,051
MISC & SUNDRY CHARGES	138,988	114,100	114,100	114,100
CAPITAL OUTLAY - EQUIPMENT	6,459	-	-	-
TOTAL 01-55	**$ 956,105**	**$ 1,208,213**	**$ 1,111,357**	**$ 1,112,596**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 355,668	$ 438,857	$ 386,000	$ 441,050
8130 OVERTIME	3,713	7,000	12,900	7,000
8190 NON-CASH BENEFITS	19	100	200	100
8210 SOCIAL SECURITY CONTRIBUTIONS	22,182	27,629	24,300	27,779
8220 MEDICARE CONTRIBUTIONS	5,188	6,422	5,700	6,497
8230 RETIREMENT CONTRIBUTIONS	63,320	82,156	73,400	66,867
8240 HEALTH/LIFE INSURANCE	40,170	71,765	53,900	79,502
8301 OFFICE SUPPLIES	623	1,600	1,600	1,600
8315 CHEMICAL SUPPLIES	46,812	45,000	45,000	45,000
8322 CLOTHING	3,093	3,500	2,500	3,000
8336 FUEL & LUBRICANTS	15,043	12,500	12,000	12,500
8343 LAUNDRY & CLEANING SUPPLIES	4,969	5,000	5,000	5,000
8357 MEDICAL SUPPLIES	18	-	-	-
8364 MINOR EQUIPMENT	4,715	-	-	-
8382 UTILITY - ELECTRICAL FEES	68,578	58,000	58,000	58,000
8385 UTILITY - GAS FEE	5,644	6,200	7,150	5,800
8388 UTILITY - WATER & SEWER FEES	4,555	4,000	4,000	4,000
8399 OTHER SUPPLIES	1,890	3,000	3,000	3,000
8419 M&R - STRUCTURES	1,857	10,000	8,500	-
8431 M&R - GROUNDS	19,159	16,000	16,000	16,000
8479 M&R - WALKS & FENCES	34	500	500	500
8545 M&R - EQUIPMENT	18,337	11,000	11,000	11,000
8557 M&R - VEHICLES	429	1,500	1,500	1,500
8559 M&R - OFFICE EQUIPMENT	584	750	750	750
8636 COMMUNICATIONS	6,297	6,000	6,000	6,000
8643 DUES	901	1,077	394	394
8652 FEES & PERMITS	5,938	-	-	7,500
8664 PROFESSIONAL SERVICES	15,700	17,000	12,500	12,500
8670 VEHICLE USE FEE	8,533	15,813	15,813	14,467
8672 RENTAL OF EQUIPMENT	85,751	239,054	227,100	158,500
8684 TRAINING	199	440	550	440
8690 TRAVEL EXPENSES	533	1,250	1,000	1,250
8699 OTHER MISCELLANEOUS SERVICES	206	1,000	1,000	1,000
8727 COST OF SALES	54,207	48,000	48,000	48,000
8728 COST OF SALES – GOLF PRO SHOP	63,493	48,600	48,600	48,600
8729 COST OF SALES – GOLF LIQUOR	21,688	17,500	17,500	17,500
8780 RECEIPTS (OVER/SHORT)	(400)	-	-	-
8930 CAPITAL-EQUIPMENT	6,459	-	-	-
TOTAL 01-55	**$ 956,105**	**$ 1,208,213**	**$ 1,111,357**	**$ 1,112,596**

MUNICIPAL SWIMMING POOL SUMMARY

DEPARTMENT		DIVISION
Municipal Swimming Pool	**0156**	**Public Services - Parks**

DESCRIPTION OF SERVICES

The Municipal Swimming Pools department is established to operate the Splash Station. Hours of operation differ in order to support year round swimming and special programs. Residents and nonresidents can purchase an annual pass, season pass, or pay a daily admission fee. The facility has an interactive play feature, two 120 foot water slides, a lazy river, baby bungee and two squirting animal features, which are in the leisure pool. In the competition pool, there is a diving board, two-sided climbing wall, and 2 lap lanes for afternoon fit swim. Splash Station also offers a large pavilion, gift shop, concession stand, and an abundance of shade. The facility is located at 1010 Hillsboro Street. The main facility number is 817-556-6259.

GOALS AND OBJECTIVES

The goal of Splash Station is to enhance the quality of life for our citizens and visitors by providing a safe and healthy, family oriented environment.

1. Provide a fantastic and fun environment for all patrons.
2. Conduct ongoing training for all employees concerning safety of patrons.
3. Regularly clean and sanitize facility for patrons.
4. Conduct regular and preventative maintenance for aquatic facility in an efficient and effective manner.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Attendance at water facilities	44,137	43,554	43,900
Number of passes issued (summer and annual)	875	900	900
Number of party rentals	89	128	100
Number of summer swim lessons	141	175	215
Number of winter swim lessons	8	10	20
Number of summer classes	7	10	10
Number of winter classes	2	2	2

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Aquatics Coordinator	17	1	1	1
Clerk	10	1	1	1
TOTAL		2	2	2
Part Time				
Year Round Lifeguard		1	1	1
TOTAL		1	1	1
Seasonal				
Lifeguard		61	60	60
Office Assistant		2	2	1
Facility Attendent		1	1	1
Customer Attendant		34	34	34
TOTAL		98	97	96
TOTAL FULL TIME, PART TIME AND SEASONAL		101	100	99

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 319,124	$ 368,909	$ 368,500	$ 371,982
BENEFITS	48,947	61,963	60,600	63,767
SUPPLIES & MATERIALS	183,601	168,100	165,975	167,800
M&R - LAND, STRUCTURES & STREETS	66,711	12,800	11,950	5,000
M&R - EQUIPMENT & VEHICLES	22,837	16,700	18,500	17,000
CONTRACTURAL & MISC SERVICES	17,289	21,530	18,170	21,470
MISC & SUNDRY CHARGES	53,948	50,000	50,000	50,000
CAPITAL OUTLAY - EQUIPMENT	9,403	-	-	-
TOTAL 01-56	**$ 721,860**	**$ 700,002**	**$ 693,695**	**$ 697,019**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 318,185	$ 366,909	$ 367,000	$ 369,982
8130 OVERTIME	939	2,000	1,500	2,000
8210 SOCIAL SECURITY CONTRIBUTIONS	19,625	22,873	22,900	23,063
8220 MEDICARE CONTRIBUTIONS	4,590	5,305	5,300	5,394
8230 RETIREMENT CONTRIBUTIONS	14,427	16,353	15,000	15,585
8240 HEALTH/LIFE INSURANCE	10,305	17,432	17,400	19,725
8301 OFFICE SUPPLIES	2,114	3,000	2,000	1,500
8308 BOOKS & SUBSCRIPTIONS	1,231	300	1,000	1,000
8315 CHEMICAL SUPPLIES	31,132	38,000	38,000	38,000
8322 CLOTHING	2,805	3,200	3,200	3,200
8343 LAUNDRY & CLEANING SUPPLIES	2,105	3,000	3,000	3,500
8357 MEDICAL SUPPLIES	1,542	1,600	1,600	1,600
8364 MINOR EQUIPMENT	9,535	-	-	-
8382 UTILITY - ELECTRICAL FEES	50,261	48,000	45,000	48,000
8385 UTILITY - GAS FEE	15,494	16,000	21,175	16,000
8388 UTILITY - WATER & SEWER FEES	65,360	50,000	45,000	50,000
8399 OTHER SUPPLIES	2,022	5,000	6,000	5,000
8419 M&R - STRUCTURES	63,711	5,000	7,500	-
8431 M&R - GROUNDS	1,974	6,800	3,000	3,000
8479 M&R - WALKS & FENCES	1,026	1,000	1,450	2,000
8545 M&R - EQUIPMENT	14,062	10,000	11,000	10,000
8559 M&R - OFFICE EQUIPMENT	1,492	1,200	2,000	1,500
8577 M&R - SOFTWARE	7,283	5,500	5,500	5,500
8608 ADVERTISING	1,504	1,800	1,000	1,000
8636 COMMUNICATIONS	4,363	4,500	4,500	4,500
8643 DUES	70	160	370	370
8660 POSTAGE	45	-	-	-
8662 PRINTING	-	2,000	2,000	2,000
8664 PROFESSIONAL SERVICES	7,008	4,500	4,500	4,500
8672 RENTAL OF EQUIPMENT	-	2,500	2,500	3,500
8684 TRAINING	3,142	3,670	1,800	3,200
8690 TRAVEL EXPENSES	681	1,900	1,000	1,900
8699 OTHER MISCELLANEOUS SERVICES	476	500	500	500
8727 COST OF SALES	53,885	50,000	50,000	50,000
8780 RECEIPTS (OVER/SHORT)	63	-	-	-
8990 CAPITAL - OTHER EXPENDITURES	9,403	-	-	-
TOTAL 01-56	**$ 721,860**	**$ 700,002**	**$ 693,695**	**$ 697,019**

SPORTS COMPLEX SUMMARY

DEPARTMENT		DIVISION
Sports Complex	0157	Public Services-Parks

DESCRIPTION OF SERVICES

The Cleburne Sports Complex offers high quality sports and recreational facilities for children and youth throughout Cleburne and beyond.

GOALS & OBJECTIVES

- Develop working agreements with various sports organizations
- Maintain facilities at a high level, while being financially responsible
- Review of departmental expenditures and general ledger each month
- Continue to minimize overtime and compensatory time accruals by using flexible scheduling

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Acres Maintained	90	90	90
Number of soccer fields	20	20	20
Number of baseball/softball fields	7	7	7
Number of football fields	2	2	2

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Maintenance Superintendent	26	0	1	1
Crew Leader	15	1	1	1
Maintenance Workers	10	5	5	5
TOTAL		6	7	7
Part Time		5	1	1

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 240,087	$ 263,169	$ 268,000	$ 255,179
BENEFITS	109,996	140,007	116,200	150,612
SUPPLIES & MATERIALS	110,809	100,200	95,738	99,500
M&R - LAND, STRUCTURES & STREETS	29,978	45,000	34,500	41,000
M&R - EQUIPMENT & VEHICLES	8,231	12,700	7,000	12,700
CONTRACTURAL & MISC SERVICES	7,384	8,624	6,522	6,550
TOTAL 01-57	**$ 506,485**	**$ 569,700**	**$ 527,960**	**$ 565,541**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 227,036	$ 258,169	$ 263,000	$ 250,179
8130 OVERTIME	13,045	5,000	5,000	5,000
8190 NON-CASH BENEFITS	6	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	14,172	16,346	16,300	15,821
8220 MEDICARE CONTRIBUTIONS	3,315	3,832	3,900	3,700
8230 RETIREMENT CONTRIBUTIONS	45,570	49,779	40,800	46,711
8240 HEALTH/LIFE INSURANCE	46,939	70,050	55,200	84,380
8301 OFFICE SUPPLIES	123	-	100	-
8315 CHEMICAL SUPPLIES	12,857	12,500	12,000	12,500
8322 CLOTHING	1,986	1,900	1,416	1,200
8336 FUEL & LUBRICANTS	7,347	8,500	7,200	8,500
8343 LAUNDRY & CLEANING SUPPLIES	2,570	3,000	3,000	3,000
8364 MINOR EQUIPMENT	5,205	-	22	-
8382 UTILITY - ELECTRICAL FEES	74,031	65,000	65,000	65,000
8388 UTILITY - WATER & SEWER FEES	6,320	8,800	6,500	8,800
8399 OTHER SUPPLIES	370	500	500	500
8419 M&R - STRUCTURES	3,293	4,000	2,000	-
8431 M&R - GROUNDS	26,113	40,000	32,000	40,000
8479 M&R - WALKS & FENCES	572	1,000	500	1,000
8545 M&R - EQUIPMENT	7,354	10,700	6,000	10,700
8557 M&R - VEHICLES	877	2,000	1,000	2,000
8636 COMMUNICATIONS	2,819	2,800	2,200	2,300
8643 DUES	172	174	322	150
8672 RENTAL OF EQUIPMENT	4,103	4,000	4,000	4,000
8684 TRAINING	211	450	-	100
8690 TRAVEL EXPENSES	79	1,200	-	-
TOTAL 01-57	**$ 506,485**	**$ 569,700**	**$ 527,960**	**$ 565,541**

BUILDING MAINTENANCE SUMMARY

DEPARTMENT		DIVISION
Building Maintenance	**0161**	**Public Services - Community**

DESCRIPTION OF SERVICES

The Building Maintenance Department is responsible for the maintenance and repair of all City owned facilities.

GOALS & OBJECTIVES

- To implement proper maintenance practices and procedures.
- To implement a proper facility improvement and replacement plan.
- To respond and remedy to work orders as soon as possible.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Number of city facilities	39	39	39

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Supervisor	17	1	1	1
Custodian	10	2	3	2
TOTAL		3	4	3
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 97,220	$ 130,968	$ 120,700	$ 129,681
BENEFITS	46,792	68,136	64,800	71,023
SUPPLIES & MATERIALS	133,331	135,200	124,925	129,400
M&R - LAND, STRUCTURES & STREETS	167,553	201,500	201,500	247,400
M&R - EQUIPMENT & VEHICLES	5,636	4,000	2,200	4,000
CONTRACTURAL & MISC SERVICES	14,068	5,772	8,855	2,340
TOTAL 01-61	**$ 464,600**	**$ 545,576**	**$ 522,980**	**$ 583,844**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 97,166	$ 128,968	$ 119,000	$ 127,681
8130 OVERTIME	54	2,000	1,700	2,000
8210 SOCIAL SECURITY CONTRIBUTIONS	5,757	8,138	7,100	8,040
8220 MEDICARE CONTRIBUTIONS	1,347	1,828	1,700	1,880
8230 RETIREMENT CONTRIBUTIONS	18,444	24,836	22,200	23,738
8240 HEALTH/LIFE INSURANCE	21,244	33,334	33,800	37,365
8322 CLOTHING	2,524	1,400	1,625	1,600
8336 FUEL & LUBRICANTS	4,779	3,900	4,800	4,200
8343 LAUNDRY & CLEANING SUPPLIES	14,167	14,500	18,000	14,500
8364 MINOR EQUIPMENT	1,280	-	-	-
8382 UTILITY - ELECTRICAL FEES	86,355	92,300	75,000	86,000
8385 UTILITY - GAS FEE	1,033	1,600	2,000	1,600
8388 UTILITY - WATER & SEWER FEES	21,332	20,000	20,000	20,000
8399 OTHER SUPPLIES	1,861	1,500	3,500	1,500
8419 M&R - STRUCTURES	162,484	200,000	200,000	245,900
8431 M&R - GROUNDS	5,069	1,500	1,500	1,500
8545 M&R - EQUIPMENT	839	1,000	1,000	1,000
8557 M&R - VEHICLES	4,797	3,000	1,200	3,000
8636 COMMUNICATIONS	1,517	2,000	650	650
8664 PROFESSIONAL SERVICES	10,051	-	4,433	-
8670 VEHICLE USE FEE	2,500	3,772	3,772	1,690
TOTAL 01-61	**$ 464,600**	**$ 545,576**	**$ 522,980**	**$ 583,844**

CLEBURNE CONFERENCE CENTER SUMMARY

DEPARTMENT		DIVISION
Civic Center	0162	Public Services-Community

DESCRIPTION OF SERVICES

Economic Development is charged with oversight and management of the Cleburne Conference Center operations which is handled under contract with Cleburne Chamber of Commerce. Cleburne Conference Center and Cleburne Performing Arts Center were enlarged and renovated in order to offer citizens and businesses a nice place to meet and conduct business for personal, civic, professional, political and cultural events by performing arts groups. These activities are subject to paying certain fees as approved by the City Council to cover the maintenance and operating costs of the facility. This department also oversees operations and scheduling for the Cleburne Senior Citizen Center which offers certain services, activities and facilities for use by the over age 55 segment of the community.

GOALS & OBJECTIVES

1. Attract events to the Cleburne Conference Center that will bring entertainment, events and cultural activities that will benefit the citizens of Cleburne.
2. Provide an attractive facility for local civic and not-for profit organizations to meet and hold their meetings and events throughout the year.
3. Operate and maintain the facility so it will be clean and attractive for local citizens and outside visitors when they come to Cleburne to use the Cleburne Conference Center or attend an activity in the Cleburne Performing Arts Center.
4. Provide a meeting place which is clean and attract for senior activities in the community.

BUDGET HIGHLIGHTS & CHALLENGES

Manage the maintenance and operating budget to make the best use of the city funds allocated while keeping these facilities maintained and functional. Utility fees are a large part of the budget and they increase with increase in usage of the conference center and Senior Citizen Center. The Cleburne area has three new competing facilities with fourth facility coming becoming available at the end of 2013 that are privately owned locally and located in surrounding areas near Cleburne that have similar type facilities. Cleburne's local hotels and restaurants are directly impacted by use of these facilities but negatively impacted if events use facilities in other nearby cities.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Annual number of reservations	1,700	1,400	1,500
Annual rental revenue generated	$190,000	$140,000	$165,000

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SUPPLIES & MATERIALS	$ 111,509	$ 100,100	$ 93,400	$ 94,100
M&R - LAND, STRUCTURES & STREETS	5,481	11,000	1,500	1,000
M&R - EQUIPMENT & VEHICLES	8,747	9,000	9,950	10,500
CONTRACTURAL & MISC SERVICES	211,809	221,800	222,975	225,150
TOTAL 01-62	**$ 337,546**	**$ 341,900**	**$ 327,825**	**$ 330,750**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8301 OFFICE SUPPLIES	$ 448	$ 500	$ 500	$ 500
8343 LAUNDRY & CLEANING SUPPLIES	-	500	-	-
8364 MINOR EQUIPMENT	-	-	2,700	-
8382 UTILITY - ELECTRICAL FEES	81,703	68,800	68,000	68,800
8385 UTILITY - GAS FEE	11,333	9,800	12,000	9,800
8388 UTILITY - WATER & SEWER FEES	14,364	20,000	9,700	14,500
8399 OTHER SUPPLIES	3,661	500	500	500
8419 M&R - STRUCTURES	5,095	10,000	1,000	-
8431 M&R - GROUNDS	386	1,000	500	1,000
8545 M&R - EQUIPMENT	3,552	4,000	3,450	4,000
8577 M&R - SOFTWARE	5,195	5,000	6,500	6,500
8636 COMMUNICATIONS	2,764	2,800	2,800	2,800
8664 PROFESSIONAL SERVICES	208,945	218,500	218,475	220,000
8672 RENTAL OF EQUIPMENT			1,200	1,850
8699 OTHER MISCELLANEOUS SERVICES	100	500	500	500
TOTAL 01-62	**$ 337,546**	**$ 341,900**	**$ 327,825**	**$ 330,750**

LIBRARY SUMMARY

DEPARTMENT		DIVISION
Library	0163	Public Services-Community

DESCRIPTION OF SERVICES

The library meets citizen's informational and recreational needs thru a variety of formats. These include print, audio, and electronic. We provide programming for children, teens and adults throughout the year. These programs are designed to teach early literacy skills, encourage learning, and promote a love of reading. The library also provides free use of computers, Internet and WI-FI. Instructional classes on computer proficiencies and job searching are taught by staff as well as instruction in new technologies.

GOALS & OBJECTIVES

1. The library will provide quality customer service, efficient library operations**,** and an inviting environment.
2. Patrons will enjoy an optimal level of access to electronic information and technology.
3. Collection will reflect community needs and have materials for all ages and in multiple formats.
4. Develop partnerships with community agencies and schools.

BUDGET HIGHLIGHTS & CHALLENGES

Library materials in print, audio, and electronic formats continue to increase, while funding remains the same. Staff must determine how funds should be allocated to each format while still providing an adequate supply of materials. Library visits are increasing each year, placing more demands on library staff. Internet and computer usage remains steady. Weekend library hours should be increased to allow commuters and working individuals more time to access the library.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Circulation	125,000	128,000	132,000
Library visits	131,000	132,000	137,000
Program attendance	6,440	6,900	7,300
Registrations	1,710	1,750	1,810

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Library Manager	30	1	1	1
Associate Librarian	18	1	1	1
Library Assistant	12	4	4	4
TOTAL		6	6	6
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 271,184	$ 295,048	$ 283,200	$ 292,606
BENEFITS	107,365	131,672	119,500	134,668
SUPPLIES & MATERIALS	19,109	14,950	16,650	14,550
M&R - LAND, STRUCTURES & STREETS	-	2,400	-	-
M&R - EQUIPMENT & VEHICLES	13,705	15,300	14,000	9,500
CONTRACTURAL & MISC SERVICES	22,660	27,425	32,528	35,430
CAPITAL OUTLAY - EQUIPMENT	31,259	31,500	31,500	31,500
TOTAL 01-63	**$ 465,282**	**$ 518,295**	**$ 497,378**	**$ 518,254**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 271,121	$ 294,948	$ 283,000	$ 292,506
8130 OVERTIME	3	100	100	100
8190 NON-CASH BENEFITS	60	-	100	-
8210 SOCIAL SECURITY CONTRIBUTIONS	15,937	18,293	16,800	18,142
8220 MEDICARE CONTRIBUTIONS	3,727	4,278	4,000	4,243
8230 RETIREMENT CONTRIBUTIONS	51,476	55,915	52,500	53,562
8240 HEALTH/LIFE INSURANCE	36,225	53,186	46,200	58,721
8301 OFFICE SUPPLIES	10,313	10,000	7,000	4,900
8322 CLOTHING	98	350	350	350
8350 LIBRARY PERIODICALS	4,835	-	5,500	5,500
8364 MINOR EQUIPMENT	510	800	-	-
8399 OTHER SUPPLIES	3,353	3,800	3,800	3,800
8431 M&R - GROUNDS	-	2,400	-	-
8559 M&R - OFFICE EQUIPMENT	1,447	2,300	1,500	1,500
8577 M&R - SOFTWARE	12,258	13,000	12,500	8,000
8636 COMMUNICATIONS	2,786	2,500	3,800	4,000
8643 DUES	560	525	528	530
8660 POSTAGE	1,281	2,500	1,500	1,500
8664 PROFESSIONAL SERVICES	17,335	20,000	20,000	20,000
8672 RENTAL OF EQUIPMENT	-	-	3,500	5,100
8684 TRAINING	500	1,100	500	1,100
8690 TRAVEL EXPENSES	198	800	300	800
8699 OTHER MISCELLANEOUS SERVICES	-	-	2,400	2,400
8910 CAPITAL - LIBRARY BOOKS	31,259	31,500	31,500	31,500
TOTAL 01-63	**$ 465,282**	**$ 518,295**	**$ 497,378**	**$ 518,254**

MUSEUM SUMMARY

DEPARTMENT		DIVISION
Museum	0165	Public Services-Community

DESCRIPTION OF SERVICES

The Layland Museum serves as the city's main resource for historical and cultural preservation and education. The museum offers learning opportunities for the public through exhibits and educational programs for all ages. We offer research assistance to local citizens and scholars from around the world using resources from the museum's library, archive and object collections. The museum serves as a repository for documents, photographs and three dimensional objects donated by local citizens and community organizations. By preserving these objects we preserve the history of Cleburne for the education of future generations.

GOALS & OBJECTIVES

1. Create new, quality exhibits to educate visitors.
2. Acquire, organize and digitize collection artifacts so they are as accessible as possible for the public.
3. Build reciprocal and collaborative partnerships with city departments and community organizations.
4. Increase the museum's presence in the community.

BUDGET HIGHLIGHTS & CHALLENGES

As the museum moves forward, we will be focused on the organization and visibility of our collection to better serve the public. This year we will continue to digitize both artifacts and photographs so that eventually our collection will be available for citizens to view online. We will increase the number of exhibits the museum produces each year to generate increased interest from the community and to make more of our artifacts available for public viewing. Additionally, there is a need to increase the efforts to preserve the 1905 structure as both the interior and exterior are showing signs of deterioration.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Visitors and Program Attendees	15,000	8,293	6,000
Events and Programs	100	123	120
Temporary Exhibits	2	3	6
Volunteer hours	1,200	1,388	400
Researchers	20	70	90
Facility Rentals	6	8	10
New Collection Acquisitions	410	300	400

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Museum Curator	22	1	1	1
Museum Assistant	11	1	1	1
TOTAL		2	2	2
Part Time		1	1	2

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
WAGES	$ 124,392	$ 131,317	$ 96,200	$ 97,014
BENEFITS	42,113	44,092	31,900	35,368
SUPPLIES & MATERIALS	28,253	25,900	27,450	24,400
M&R - LAND, STRUCTURES & STREETS	7,433	3,500	3,500	500
M&R - EQUIPMENT & VEHICLES	23	-	-	-
CONTRACTURAL & MISC SERVICES	24,498	20,886	20,494	22,294
CAPITAL OUTLAY - EQUIPMENT	896	1,000	1,000	1,000
TOTAL 01-65	**$ 227,608**	**$ 226,695**	**$ 180,544**	**$ 180,576**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 124,392	$ 130,317	$ 96,000	$ 96,014
8130 OVERTIME	-	1,000	200	1,000
8210 SOCIAL SECURITY CONTRIBUTIONS	7,408	8,142	6,000	6,015
8220 MEDICARE CONTRIBUTIONS	1,733	1,834	1,400	1,407
8230 RETIREMENT CONTRIBUTIONS	23,171	24,886	18,200	17,758
8240 HEALTH/LIFE INSURANCE	9,801	9,230	6,300	10,188
8301 OFFICE SUPPLIES	4,105	3,000	3,000	1,500
8308 BOOKS & SUBSCRIPTIONS	479	500	500	500
8343 LAUNDRY 7 CLEANING SUPPLIES	-	-	100	200
8364 MINOR EQUIPMENT	386	-	-	-
8382 UTILITY - ELECTRICAL FEES	17,787	17,200	17,000	17,000
8385 UTILITY - GAS FEE	2,127	1,700	3,100	1,700
8388 UTILITY - WATER & SEWER FEES	2,909	3,200	2,500	3,200
8399 OTHER SUPPLIES	460	300	1,250	300
8419 M&R - STRUCTURES	7,227	3,000	3,000	-
8431 M&R - GROUNDS	206	500	500	500
8559 M&R - OFFICE EQUIPMENT	23	-	-	-
8608 ADVERTISING	1,626	3,500	3,000	3,500
8636 COMMUNICATIONS	2,781	2,600	2,600	2,600
8643 DUES	2,156	1,896	1,044	1,044
8660 POSTAGE	1,922	2,000	2,000	2,000
8662 PRINTING	1,697	1,500	1,500	1,500
8664 PROFESSIONAL SERVICES	10,017	1,500	1,000	1,500
8672 RENTAL OF EQUIPMENT	-	-	1,700	2,500
8684 TRAINING	39	500	500	500
8690 TRAVEL EXPENSES	541	1,390	1,150	1,150
8699 OTHER MISCELLANEOUS SERVICES	3,719	6,000	6,000	6,000
8920 CAPITAL - MUSEUM ARTIFACTS	896	1,000	1,000	1,000
TOTAL 01-65	**$ 227,608**	**$ 226,695**	**$ 180,544**	**$ 180,576**

PUBLIC WORKS SUMMARY

DEPARTMENT		DIVISION
Public Works	0171	Public Works

DESCRIPTION OF SERVICES

The Public Works Division has the responsibility to provide essential services to the entire community that is utilized every day by every citizen. This includes producing and distributing a safe drinking water supply, collecting and safely treating the generated wastewater, and collecting and safely disposing of all the solid waste generated by the citizens of Cleburne. The Division also provides the necessary services of street maintenance, engineering support services for all City operations, storm water drainage, reuse water facilities, permitting and managing gas drilling permits, maintaining 393 acres of dedicated parklands, including park, playgrounds, athletic fields, and courts, programs and community collaborations at the Booker T. Washington Community and Recreation Center, maintain and operate the City-owned Cleburne Golf Links facility, operate and maintain City-owned Splash Station and Carver Splash Pad aquatic facilities, operate and maintain Cleburne Sports Complex for soccer, baseball and football facilities, maintenance and custodial services for City-owned and operated facilities, operation and programs for Cleburne Public Library and Layland Museum, maintenance and operation of Cleburne Memorial, Rose Hill, Greenlawn and Chambers Memorial cemeteries, and administrative assistance to the City Council appointed boards and commissions.

GOALS & OBJECTIVES

To effectively work with developers, industries, drilling operators, various boards and commissions, and the citizens of Cleburne to resolve problems and complaints in a timely manner and plan for the future growth of the City by long range planning for water, wastewater, solid waste, streets, storm drainage, parks and recreational facilities and educational and cultural enrichment in a cost effective manner.

BUDGET HIGHLIGHTS & CHALLENGES

To support, coordinate and assist the twenty one operating departments within the Division of Public Works in the efforts to attain and maintain an acceptable level of service to the community. To ensure streets, drainage systems, water and sewer systems, solid waste facilities, parks and recreation facilities are designed and constructed to operate and function properly, safely and efficiently. Manage and control the impact of gas drilling operations around industrial, commercial, and residential areas. Provide area residents with materials and programs that will enrich quality of life and cultural preservation. These challenges can be met by long range planning, use of competitive and inter-local pricing agreements, partnering, and continuing to explore more economical and cost efficient ways to operate the departments.

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Administrative Coordinator	17	1	1	0
Secretary	14	0	0	1
TOTAL		1	1	1
Part Time		0	0	1

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 126,185	$ 144,558	$ 128,000	$ 136,769
BENEFITS	45,663	65,808	48,200	65,960
SUPPLIES & MATERIALS	3,981	3,400	3,160	2,550
M&R - EQUIPMENT & VEHICLES	100	400	400	400
CONTRACTURAL & MISC SERVICES	7,561	8,387	12,132	11,138
TOTAL 01-71	**$ 183,490**	**$ 222,553**	**$ 191,892**	**$ 216,817**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 123,635	$ 143,308	$ 127,000	$ 135,519
8130 OVERTIME	2,532	1,000	900	1,000
8190 NON-CASH BENEFITS	18	250	100	250
8210 SOCIAL SECURITY CONTRIBUTIONS	7,229	8,937	7,400	8,464
8220 MEDICARE CONTRIBUTIONS	1,737	2,016	1,800	1,980
8230 RETIREMENT CONTRIBUTIONS	22,836	27,350	22,600	24,990
8240 HEALTH/LIFE INSURANCE	13,861	27,505	16,400	30,526
8301 OFFICE SUPPLIES	1,963	1,500	850	600
8308 BOOKS & SUBSCRIPTIONS	124	100	160	150
8336 FUEL & LUBRICANTS	1,066	800	1,150	800
8364 MINOR EQUIPMENT	31	-	-	-
8399 OTHER SUPPLIES	797	1,000	1,000	1,000
8557 M&R - VEHICLES	42	200	200	200
8559 M&R - OFFICE EQUIPMENT	58	200	200	200
8636 COMMUNICATIONS	2,343	2,350	2,460	2,390
8643 DUES	790	905	1,075	1,100
8660 POSTAGE	137	150	200	250
8664 PROFESSIONAL SERVICES	1,217	800	3,025	1,250
8670 VEHICLE USE FEE	2,682	2,682	2,682	2,848
8672 RENTAL OF EQUIPMENT	-	-	1,200	1,800
8684 TRAINING	290	750	795	750
8690 TRAVEL EXPENSES	102	750	695	750
TOTAL 01-71	**$ 183,490**	**$ 222,553**	**$ 191,892**	**$ 216,817**

ENGINEERING SUMMARY

DEPARTMENT		DIVISION
Engineering	0172	Public Works

DESCRIPTION OF SERVICES

Ensure all public infrastructure is designed and constructed to operate and function properly, safely, and efficiently. Administer the FEMA Community Rating System and ensure all floodplain ordinances are followed. Provide the citizens of Cleburne with accurate floodplain information. Provide the citizens of Cleburne and other city departments the most up to date information, innovative design and utilize the latest technologies to better serve the public in the most professional manner possible.

GOALS & OBJECTIVES

1. Update standard construction specifications and construction details so that it reflects the latest technology and construction practice.
2. Place as much valuable information as possible on the computer mapping system, working with the IT Department to expand the GIS database.
3. Place all new plats on the mapping system within one month of being filed.
4. Provide assistance in developing a capital improvements program for streets, water, sewer, and drainage when required.
5. Manage floodplain using FEMA and local guidelines and rules.
6. Provide plan reviews in a timely manner to assist in speeding the development process.

BUDGET HIGHLIGHTS & CHALLENGES

The Engineering Department is a small department. This becomes problematic when trying to update or change construction specifications, constructions standards, and pertinent ordinances. The man hours involved in an update or change do not allow for normal day-to-day operations to continue uninterrupted making the process slower than desired due to external deadlines (i.e. plat review, right-of-way permits, plan review, inspections, etc). The large format plotter currently being used in engineering is antiquated and it needs to be replaced. The purchase of a new plotter is a substantial capital expenditure by the Engineering Department.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Queries from the Public			
a. Storm Drainage	60	65	75
b. Flood Plain Determinations	85	65	65
c. General Maps	135	140	140
d. Determining Zoning for the Public	65	85	95
Construction Projects	8	7	9
Storm Drainage Design	2	3	5
Water & Sewer Design	3	5	6
Surveying	35 hours	30 hours	20 hours
Master Plan	200 hours	450 hours	250 hours
Flood Plain Administration	65 hours	80 hours	80 hours
Mapping Zoning	275 hours	310 hours	330 hours
Thematic Mapping	250 hours	305 hours	325 hours
Map Updates	200 hours	250 hours	280 hours

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Senior Engineer	N/A	1	1	1
Construction Inspector	20	-	1	1
Engineering Technician	18	1	1	1
Senior Coordinator	26	0	0	1
TOTAL		2	3	4
Part Time		1	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 153,097	$ 225,009	$ 185,100	$ 216,964
BENEFITS	61,515	109,422	72,300	97,179
SUPPLIES & MATERIALS	8,166	4,925	5,050	4,475
M&R - EQUIPMENT & VEHICLES	5,580	20,250	20,874	21,000
CONTRACTURAL & MISC SERVICES	10,015	15,589	11,989	14,203
TOTAL 01-72	**$ 238,373**	**$ 375,195**	**$ 295,313**	**$ 353,821**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 153,063	$ 224,809	$ 185,000	$ 216,764
8190 NON-CASH BENEFITS	34	200	100	200
8210 SOCIAL SECURITY CONTRIBUTIONS	9,019	13,962	11,100	13,439
8220 MEDICARE CONTRIBUTIONS	2,110	3,251	2,600	3,143
8230 RETIREMENT CONTRIBUTIONS	29,099	42,551	34,200	39,679
8240 HEALTH/LIFE INSURANCE	21,287	49,658	24,400	40,918
8301 OFFICE SUPPLIES	1,621	1,000	1,250	550
8308 BOOKS & SUBSCRIPTIONS	13	150	100	150
8322 CLOTHING	100	100	100	100
8336 FUEL & LUBRICANTS	3,630	3,500	3,500	3,500
8357 MEDICAL SUPPLIES	-	100	-	100
8364 MINOR EQUIPMENT	2,772	-	-	-
8399 OTHER SUPPLIES	30	75	100	75
8515 M&R - COPIES	550	750	750	750
8539 M&R - INSTRUMENTS	-	-	750	750
8557 M&R - VEHICLES	783	2,500	2,500	2,500
8559 M&R - OFFICE EQUIPMENT	584	3,000	1,800	3,000
8577 M&R - SOFTWARE	3,663	14,000	15,074	14,000
8636 COMMUNICATIONS	2,171	3,000	2,800	3,000
8643 DUES	325	690	600	690
8652 FEES & PERMITS	132	300	300	400
8660 POSTAGE	74	150	90	150
8664 PROFESSIONAL SERVICES	2,647	3,000	1,000	3,000
8670 VEHICLE USE FEE	4,349	4,349	4,349	2,013
8672 RENTAL OF EQUIPMENT	-	-	500	850
8684 TRAINING	155	2,050	1,750	2,050
8690 TRAVEL EXPENSES	162	2,050	600	2,050
TOTAL 01-72	**$ 238,373**	**$ 375,195**	**$ 295,313**	**$ 353,821**

PLANNING AND ZONING SUMMARY

DEPARTMENT		DIVISION
PLANNING AND ZONING	0174	Public Works

MISSION STATEMENT

To promote the health, safety and welfare of the citizens of Cleburne by the fair and impartial administration and implementation of the Comprehensive Land Use Plan, Thoroughfare Plan and Subdivision and Zoning Ordinances in order to balance the residential, commercial, industrial, recreational and educational needs of the city.

PROGRAM DESCRIPTION

The Planning and Zoning Department is responsible for answering questions from the public on the Zoning and Subdivision Ordinances; assisting the Planning and Zoning Commission (P&Z), Zoning Board of Adjustment (ZBA) and Historical Preservation Commission (HPC); providing proper notice of all official meetings of the Commissions; making all preparations for the meetings including preparing all agendas and packets for the Commissions; keeping record of the minutes of the meetings and all correspondence of the Commissions; preparing and presenting the Action Items for City Council consideration, review building plan submittals and Certificates of Occupance to determine if the property is properly zoned and platted and preparing for annexations .

GOALS

To provide efficient and timely customer service, review procedures to increase public satisfaction and remain in compliance with City and State regulations and procedures.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Rezonings	11	17	19
Specific Use Permits	4	5	5
Plats	24	33	36
ZBA	2	1	2
Special Exceptions – Parking	1	2	3

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Coordinator	25	1	1	1
TOTAL		1	1	1
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 58,898	$ 40,602	$ 12,000	$ 44,332
BENEFITS	24,074	22,359	5,800	29,128
SUPPLIES & MATERIALS	1,213	500	510	350
M&R - EQUIPMENT & VEHICLES	103	300	150	300
CONTRACTURAL & MISC SERVICES	1,656	2,200	5,250	3,700
TOTAL 01-74	**$ 85,944**	**$ 65,961**	**$ 23,710**	**$ 77,810**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 58,898	$ 40,427	$ 12,000	$ 44,332
8190 NON-CASH BENEFITS	-	175	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	2,981	2,570	600	2,749
8220 MEDICARE CONTRIBUTIONS	697	593	200	643
8230 RETIREMENT CONTRIBUTIONS	11,179	7,614	2,200	8,115
8240 HEALTH/LIFE INSURANCE	9,217	11,582	2,800	17,621
8301 OFFICE SUPPLIES	471	400	350	250
8308 BOOKS & SUBSCRIPTIONS	-	-	60	-
8399 OTHER SUPPLIES	742	100	100	100
8559 M&R - OFFICE EQUIPMENT	103	300	150	300
8636 COMMUNICATIONS	640	800	800	800
8652 FEES & PERMITS	874	1,000	1,500	2,000
8660 POSTAGE	142	250	1,400	250
8662 PRINTING	-	50	1,100	50
8672 RENTAL OF EQUIPMENT	-	-	100	150
8684 TRAINING	-	-	250	250
8690 TRAVEL EXPENSES	-	-	100	100
8699 OTHER MISCELLANEOUS SERVICES	-	100	-	100
TOTAL 01-74	**$ 85,944**	**$ 65,961**	**$ 23,710**	**$ 77,810**

INSPECTIONS SUMMARY

DEPARTMENT		DIVISION
Inspections	**0176**	**Public works**

DESCRIPTION OF SERVICES

The Building Inspection department ensures that all building codes are met through all phases of construction. Inspections are performed for new, as well as remodeling construction. Inspectors ensure structures meet all codes including Building, Electrical, Mechanical, Plumbing, Energy, and the Fuel Gas code. Inspectors also ensure compliance of Zoning ordinances and Flood plain restrictions for residential and commercial structures. Inspectors form relationships with Contractors, Engineers, Architects, and Realtors to address questions regarding construction standards and property issues. Plan Review meetings are held prior to construction to ensure the compliance of all codes and ordinances.

GOALS & OBJECTIVES

The Building Inspection Department strives for excellent public relations while ensuring compliance with all adopted building codes and ordinances. The department continues to ensure the health, safety, and welfare of the public by the enforcement of the codes for all construction and the removal of unsafe structures in order to provide a safe and suitable environment.

BUDGET HIGHLIGHTS & CHALLENGES

With the mandated adoption of the Texas Energy Code and the new revisions to all International Code Council codes (Building, Plumbing, Mechanical, Fuel & Gas, & International Residential Code), more training and certifications will be required.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Permits issued	1,935	2,195	2,380
Building	381	400	450
Electrical	263	275	300
Plumbing	275	350	400
Heating and A/C	241	300	325
Other (signs, driveways, etc.)	442	450	475
Certificate of occupancies	333	420	430
Total inspection trips	3,235	4,100	5,000
Building standards agenda: total cases	40	60	65
Repaired	11	30	40
Condemned	13	20	25
Total trips: substandard buildings	209	215	500
Board meetings attended – hours	60	70	73
Plan reviews	602	675	725
Specific use permit inspections	23	40	40

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Chief Building Inspector	28	1	1	1
Assistant Building Inspector	20	1	2	2
Permitting Technician	14	1	1	1
TOTAL		3	4	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 178,639	$ 243,336	$ 236,300	$ 243,812
BENEFITS	67,731	99,087	90,300	101,608
SUPPLIES & MATERIALS	7,783	5,950	7,650	6,400
M&R - EQUIPMENT & VEHICLES	5,390	5,325	5,900	5,150
CONTRACTURAL & MISC SERVICES	12,034	15,096	18,639	16,238
TOTAL 01-76	**$ 271,577**	**$ 368,794**	**$ 358,789**	**$ 373,208**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 177,831	$ 242,736	$ 236,000	$ 243,212
8130 OVERTIME	635	600	-	600
8190 NON-CASH BENEFITS	173	-	300	-
8210 SOCIAL SECURITY CONTRIBUTIONS	10,511	15,087	14,100	15,116
8220 MEDICARE CONTRIBUTIONS	2,458	3,529	3,300	3,535
8230 RETIREMENT CONTRIBUTIONS	33,909	46,127	43,700	44,630
8240 HEALTH/LIFE INSURANCE	20,853	34,344	29,200	38,327
8301 OFFICE SUPPLIES	2,885	1,050	1,500	500
8308 BOOKS & SUBSCRIPTIONS	516	500	700	500
8322 CLOTHING	54	200	200	200
8336 FUEL & LUBRICANTS	4,278	4,100	5,100	5,100
8399 OTHER SUPPLIES	50	100	150	100
8557 M&R - VEHICLES	3,122	1,650	2,800	1,650
8559 M&R - OFFICE EQUIPMENT	-	400	100	400
8577 M&R - SOFTWARE	2,268	3,275	3,000	3,100
8636 COMMUNICATIONS	3,112	4,100	3,275	3,600
8643 DUES	819	1,105	1,278	1,105
8660 POSTAGE	260	600	300	600
8662 PRINTING	763	550	1,000	550
8664 PROFESSIONAL SERVICES	903	1,000	500	1,000
8670 VEHICLE USE FEE	2,791	2,791	2,791	3,133
8672 RENTAL OF EQUIPMENT	-	-	850	1,300
8684 TRAINING	1,409	2,455	3,430	2,455
8690 TRAVEL EXPENSES	1,954	2,495	5,215	2,495
8699 OTHER SERVICES	23	-	-	-
TOTAL 01-76	**$ 271,577**	**$ 368,794**	**$ 358,789**	**$ 373,208**

GAS WELL ADMINISTRATION SUMMARY

DEPARTMENT		DIVISION
Gas Well Administration	0177	Public Works

DESCRIPTION OF SERVICES

1. To provide oversight on compliance with the various gas well permits issued by the city and state.
2. To provide oversight during the construction of new pad sites as to adhere to the issued permits.
3. To provide inspections to those items detailed in the special conditions of the well permit.
4. To provide inspections to the well facilities tying into the existing infrastructure of the city.
5. To provide interpretations of the city ordinance to the drillers, lease owners, lease developers and residents of Cleburne.
6. To provide management of all documentation regarding the gas well leases and pipeline easements.
7. To provide tracking of the development of gas wells new and existing thru geographic and digital and hard copy formats.
8. To provide an avenue for residences to file and express complaints or concerns over the gas well operations and to help resolve those issues.
9. To provide routine inspections of developed, producing or not, gas wells for issues dealing with air quality, general safety of the public, storm water quality issues, noise and aesthetics.

GOALS & OBJECTIVES

1. Manage and document all activities of the gas well development through geographic, digital and hard copy formats.
2. Provide inspections of new pad sited and newly drilled wells for compliance to local and state rules and guidelines.
3. Provide inspections of the new and existing pad sites and the gas well activity to ensure the safety of the public by inspecting and helping to resolve storm water issues, noise, air quality and offsite issues.
4. Answer questions citizens may have regarding gas well division to provide support in the communication between the general public and the oil and gas industry.

BUDGET HIGHLIGHTS & CHALLENGES

Further development of an electronic form to accurately track annual inspection records to help facilitate the inspection process and also be readily available in an assortment of formats. Provided the department is relatively new to the city, training opportunities are essential for staff to ensure the oil and gas industry is properly regulated at a municipal level.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Number of permits	257	260	263
Number of permits inspected	257	260	263
Number of citizen concerns received and responded	30	30	30
Number of gas well meetings	25	10	10

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Engineer	26	0	1	1
Construction Inspector	20	0	0	1
Records Coordinator	14	0	1	0
Technician-Engineering	18	0	1	1
Clerk	11	0	1	1
TOTAL		0	5	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	-	$ 286,277	$ 240,100	$ 249,267
BENEFITS	-	115,774	112,900	108,099
SUPPLIES & MATERIALS	-	24,550	13,250	8,750
M&R - EQUIPMENT & VEHICLES	-	7,300	2,650	6,700
CONTRACTURAL & MISC SERVICES	-	20,140	6,275	13,665
TOTAL 01-77	**$ -**	**$ 454,041**	**$ 375,175**	**$ 386,481**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ -	$ 286,277	$ 240,000	$ 249,267
8130 OVERTIME	-	-	-	-
8190 NON-CASH BENEFITS	-	-	100	-
8210 SOCIAL SECURITY CONTRIBUTIONS	-	17,749	13,600	15,455
8220 MEDICARE CONTRIBUTIONS	-	4,150	3,200	3,614
8230 RETIREMENT CONTRIBUTIONS	-	54,369	44,500	45,628
8240 HEALTH/LIFE INSURANCE	-	39,506	47,600	43,402
8250 WORKERS COMPENSATION	-	-	4,000	-
8301 OFFICE SUPPLIES	-	2,500	1,000	1,500
8322 CLOTHING	-	250	250	250
8336 FUEL & LUBRICANTS	-	1,000	3,500	3,500
8364 MINOR EQUIPMENT	-	6,000	5,000	-
8399 OTHER SUPPLIES	-	14,800	3,500	3,500
8557 M&R - VEHICLES	-	-	150	1,200
8559 M&R - OFFICE EQUIPMENT	-	-	-	-
8577 M&R - SOFTWARE	-	6,800	2,000	2,000
8599 M&R - OTHER EQUIPMENT	-	500	500	3,500
8636 COMMUNICATIONS	-	11,000	2,500	2,500
8643 DUES	-	540	-	540
8657 INSURANCE	-	-	475	475
8660 POSTAGE	-	-	150	250
8662 PRINTING	-	-	-	200
8664 PROFESSIONAL SERVICES	-	-	-	-
8670 VEHICLE USE FEE	-	-	-	-
8672 RENTAL OF EQUIPMENT	-	-	750	1,100
8684 TRAINING	-	4,300	2,300	4,300
8690 TRAVEL EXPENSES	-	4,300	100	4,300
TOTAL 01-77	**$ -**	**$ 454,041**	**$ 375,175**	**$ 386,481**

FLEET MAINTENANCE SUMMARY

DEPARTMENT		DIVISION
Fleet Maintenance	0178	Public Works

DESCRIPTION OF SERVICES

This department provides maintenance and repair to city vehicles and equipment. Fleet also administers the city's fuel services, acquisition of new vehicles and equipment, and auctioning replaced units.

GOALS & OBJECTIVES

- 1. To increase the level of maintenance to all vehicles and equipment.
- To reduce redundancy within the city fleet.
- To decrease the age of the fleet with proper planning.
- To minimize processing procedures by implementing network accessibility.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Vehicles and equipment maintained	400	265	265

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Supervisor	20	0	0	1
Senior Auto Mechanic	19	1	1	0
Auto Mechanic	16	3	3	3
Mechanic Helper	10	1	1	1
TOTAL		5	5	5
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 197,797	$ 257,041	$ 188,800	$ 189,081
BENEFITS	96,691	129,017	95,600	105,752
SUPPLIES & MATERIALS	49,019	26,460	31,550	26,200
M&R - LAND, STRUCTURES & STREETS	6,092	3,000	-	-
M&R - EQUIPMENT & VEHICLES	20,566	19,350	8,065	13,900
CONTRACTURAL & MISC SERVICES	19,864	20,840	22,400	10,811
TOTAL 01-78	**$ 390,029**	**$ 455,708**	**$ 346,415**	**$ 345,744**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 192,970	$ 254,341	$ 185,000	$ 182,781
8130 OVERTIME	4,814	2,000	100	2,000
8150 VEHICLE ALLOWANCE	-	-	3,600	3,600
8190 NON-CASH BENEFITS	13	700	100	700
8210 SOCIAL SECURITY CONTRIBUTIONS	12,024	15,893	11,200	11,456
8220 MEDICARE CONTRIBUTIONS	2,812	3,717	2,700	2,679
8230 RETIREMENT CONTRIBUTIONS	38,210	48,580	34,900	33,824
8240 HEALTH/LIFE INSURANCE	43,645	60,827	46,800	57,793
8301 OFFICE SUPPLIES	7	200	100	100
8308 BOOKS & SUBSCRIPTIONS	-	-	-	-
8322 CLOTHING	1,541	1,360	1,055	1,200
8336 FUEL & LUBRICANTS	21,669	3,600	4,800	3,600
8364 MINOR EQUIPMENT	3,329	-	4,195	-
8382 UTILITY - ELECTRICAL FEES	6,924	8,000	6,500	8,000
8385 UTILITY - GAS FEE	5,525	7,900	9,600	7,900
8388 UTILITY - WATER & SEWER FEES	1,555	1,900	1,800	1,900
8399 OTHER SUPPLIES	8,469	3,500	3,500	3,500
8419 M&R - STRUCTURES	6,092	3,000	-	-
8545 M&R - EQUIPMENT	6,439	10,000	1,000	5,000
8557 M&R - VEHICLES	12,167	5,000	3,500	5,000
8577 M&R - SOFTWARE	1,960	4,350	3,565	3,900
8636 COMMUNICATIONS	2,174	2,400	2,000	2,200
8664 PROFESSIONAL SERVICES	-	-	2,400	-
8670 VEHICLE USE FEE	16,995	16,240	16,240	5,911
8672 RENTAL OF EQUIPMENT	544	-	460	500
8684 TRAINING	-	2,000	1,200	2,000
8690 TRAVEL EXPENSES	-	200	100	200
8699 OTHER MISCELLANEOUS SERVICES	151	-	-	-
TOTAL 01-78	**$ 390,029**	**$ 455,708**	**$ 346,415**	**$ 345,744**

STREET DEPARTMENT SUMMARY

DEPARTMENT		DIVISION
Street Department	**0179**	**Public Works**

DESCRIPTION OF SERVICES

The Street Department maintains and repairs streets, regulatory and warning signs, traffic signals, creeks, drainage right of ways and easements, storm sewer infrastructure and provides repairs for utility cuts.

GOALS & OBJECTIVES

- Continue the city preventative maintenance program with crack sealing and micro surfacing.
- Continue the city mill and overlay program.
- Mow right of ways and drainage facilities quarterly.
- Respond to and remedy requests and complaints in a timely and efficient manner.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Miles of streets	175	175	175
Miles of storm sewer	28	28	28
Acres of drainage right of ways	100	100	100
Approximate regulatory and warning signs	3,000	3,000	3,000
Traffic Signals	9	8	8

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2012-2013	2013-2014	2014-2015
Operations Manager	27	0	1	1
Foreman	17	1	1	1
Heavy Equipment Operator	13	2	2	2
Sign Technician	12	1	1	1
Light Equipment Operator	11	1	1	0
Clerk	11	1	1	1
Maintenance Worker	10	5	5	5
TOTAL		11	12	11
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 402,102	$ 456,951	$ 402,600	$ 407,626
BENEFITS	185,205	258,215	196,400	220,216
SUPPLIES & MATERIALS	329,345	307,300	298,562	307,500
M&R - LAND, STRUCTURES & STREETS	106,315	105,000	102,000	105,000
M&R - EQUIPMENT & VEHICLES	26,232	34,000	29,300	34,500
CONTRACTURAL & MISC SERVICES	87,517	96,038	94,124	78,968
TOTAL 01-79	**$ 1,136,716**	**$ 1,257,504**	**$ 1,122,986**	**$ 1,153,810**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 393,509	$ 446,951	$ 394,000	$ 397,626
8130 OVERTIME	8,560	10,000	8,500	10,000
8190 NON-CASH BENEFITS	33	-	100	-
8210 SOCIAL SECURITY CONTRIBUTIONS	23,804	29,044	23,700	25,273
8220 MEDICARE CONTRIBUTIONS	5,567	6,792	5,600	5,911
8230 RETIREMENT CONTRIBUTIONS	74,902	88,779	74,100	74,616
8240 HEALTH/LIFE INSURANCE	80,932	133,600	93,000	114,416
8301 OFFICE SUPPLIES	117	200	400	200
8308 BOOKS & SUBSCRIPTIONS	13	-	-	-
8322 CLOTHING	5,880	3,800	3,000	3,800
8336 FUEL & LUBRICANTS	43,955	40,500	38,000	40,500
8357 MEDICAL SUPPLIES	3,823	-	362	-
8382 UTILITY - ELECTRICAL FEES	8,100	8,200	8,100	8,200
8383 UTILITY - STREET LIGHT ELECTRICAL FEES	260,613	245,000	240,000	245,000
8385 UTILITY - GAS FEE	2,763	4,000	4,900	4,000
8388 UTILITY - WATER & SEWER FEES	996	600	800	800
8399 OTHER SUPPLIES	3,085	5,000	3,000	5,000
8467 M&R - STREETS, CURBS & ALLEYS	103,352	100,000	100,000	100,000
8479 M&R - WALKS & FENCES	9	-	-	-
8499 M&R - OTHER	2,954	5,000	2,000	5,000
8545 M&R - EQUIPMENT	12,935	15,000	13,000	15,000
8557 M&R - VEHICLES	6,577	15,000	13,000	15,000
8559 M&R - OFFICE EQUIPMENT	66	-	300	500
8575 M&R - SIGNAL LIGHTS	6,654	4,000	3,000	4,000
8636 COMMUNICATIONS	2,702	3,240	2,900	3,080
8643 DUES	269	155	274	275
8657 INSURANCE	1,218	-	282	-
8660 POSTAGE	2	-	-	-
8664 PROFESSIONAL SERVICES	-	5,000	3,100	500
8670 VEHICLE USE FEE	81,710	86,668	86,668	74,138
8684 TRAINING	636	450	800	450
8690 TRAVEL EXPENSES	60	525	100	525
8699 OTHER SERVICES	920	-	-	-
TOTAL 01-79	**$ 1,136,716**	**$ 1,257,504**	**$ 1,122,986**	**$ 1,153,810**

SANITATION SUMMARY

DEPARTMENT		DIVISION
Refuse Collection	0191	Sanitation

DESCRIPTION OF SERVICES

To provide collection and disposal of municipal solid waste in a safe and timely manner for the health and sanitation needs of the citizens that it serves. To offer a curbside bulk/brush pick up program and to promote a cleaner community through projects such as special collections, illegal dumpsite cleanup, servicing of the garbage barrels placed in the downtown district, and providing a special cart assistance program for the elderly and disabled. To provide a facility which can accept and transfer municipal solid waste generated within the City of Cleburne, and coordinate with other sanitation agencies to assure disposal, in accordance with TCEQ regulations. To operate the 88 acre sanitary landfill, while ensuring compliance with all State and Federal regulations, and to operate a mulching/shredding and recycling drop off facility to reduce the amount of waste being disposed of in landfills for the community. These are just some of the responsibilities of the collection department; in a word our program is “Service”.

GOALS & OBJECTIVES

The goal of the Refuse Collection Department is to provide the citizens of Cleburne with efficient and dependable trash collection services, to provide collection and recycling of yard waste, and to comply with applicable state and federal environmental regulations in an efficient and cost effective manner.

1. Pick up residential and small commercial solid waste once per week.
2. Provide a recycle center to reduce amount of waste going to landfill.
3. Transfer and dispose municipal solid waste within compliance of regulations.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Tons of residential waste pickup	10,875	11,000	11,000
Average houses per residential route	800	800	800
Average tons per residential route	12	8	8
Tons of commercial industrial waste	20,000	20,000	20,000
Tons of waste transferred	50,000	50,000	50,000
Number of individual pickup/trailer	37,000	37,000	37,000
Cubic yards to landfill	5,000	5,000	5,000
Tons of brush shredded	4,500	2,500	2,500

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Sanitation Superintendent	26	1	1	1
Foreman	17	1	1	1
Crewleader	13	0	0	0
Heavy Equipment Operator	13	3	3	3
Lead Landfill Operator	13	1	1	1
Sanitation Worker	13	7	6	6
TOTAL		13	12	12
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 535,254	$ 588,267	$ 538,100	$ 539,262
BENEFITS	260,961	344,850	283,800	320,349
SUPPLIES & MATERIALS	138,935	111,800	126,775	123,600
M&R - LAND, STRUCTURES & STREETS	(3,406)	5,500	6,000	2,000
M&R - EQUIPMENT & VEHICLES	46,060	79,500	64,365	67,675
CONTRACTURAL & MISC SERVICES	2,508,880	2,357,858	2,356,556	2,372,830
CAPITAL OUTLAY - EQUIPMENT	34,178	-	40,000	-
TOTAL 01-91	**$ 3,520,862**	**$ 3,487,775**	**$ 3,415,596**	**$ 3,425,716**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 486,917	$ 562,367	$ 503,000	$ 513,362
8130 OVERTIME	48,321	25,000	35,000	25,000
8190 NON-CASH BENEFITS	16	900	100	900
8210 SOCIAL SECURITY CONTRIBUTIONS	30,393	36,417	30,800	33,378
8220 MEDICARE CONTRIBUTIONS	7,108	8,517	7,200	7,806
8230 RETIREMENT CONTRIBUTIONS	101,610	111,318	100,100	98,547
8240 HEALTH/LIFE INSURANCE	121,850	188,598	145,700	180,618
8301 OFFICE SUPPLIES	360	900	600	700
8308 BOOKS & SUBSCRIPTIONS	13	-	-	-
8315 CHEMICAL SUPPLIES	-	1,000	600	700
8322 CLOTHING	8,038	6,200	6,200	4,300
8336 FUEL & LUBRICANTS	107,761	82,000	97,000	97,000
8343 LAUNDRY & CLEANING SUPPLIES	532	600	600	500
8357 MEDICAL SUPPLIES	-	400	200	400
8364 MINOR EQUIPMENT	2,637	-	-	-
8382 UTILITY - ELECTRICAL FEES	15,120	16,000	16,000	16,000
8388 UTILITY - WATER & SEWER FEES	2,420	3,700	3,000	3,000
8399 OTHER SUPPLIES	2,054	1,000	2,575	1,000
8419 M&R - STRUCTURES	(4,456)	3,500	4,500	-
8431 M&R - GROUNDS	1,050	2,000	1,500	2,000
8545 M&R - EQUIPMENT	8,429	6,000	8,000	6,000
8557 M&R - VEHICLES	36,133	72,000	55,225	60,225
8559 M&R - OFFICE EQUIPMENT	658	650	300	600
8577 M&R - SOFTWARE	840	850	840	850
8636 COMMUNICATIONS	3,908	3,500	4,500	4,500
8643 DUES	426	1,158	386	1,158
8652 FEES & PERMITS	1,175	1,500	1,200	1,500
8657 INSURANCE	800	-	-	-
8660 POSTAGE	12	-	-	-
8662 PRINTING	-	-	500	500
8664 PROFESSIONAL SERVICES	2,451,341	2,282,200	2,282,500	2,295,500
8670 VEHICLE USE FEE	30,453	54,330	54,330	52,722
8672 RENTAL OF EQUIPMENT	15,482	1,620	1,340	1,400
8684 TRAINING	471	2,750	1,000	2,750
8690 TRAVEL EXPENSES	-	2,800	800	2,800
8699 OTHER MISCELLANEOUS SERVICES	4,812	8,000	10,000	10,000
8990 CAPITAL - OTHER EXPENDITURES	34,178	-	40,000	-
TOTAL 01-91	**$ 3,520,862**	**$ 3,487,775**	**$ 3,415,596**	**$ 3,425,716**

General Debt Service Fund

2014-2015

GENERAL DEBT SERVICE

Fund 02

Summary of Receipts & Disbursements

2014-2015

	Actual 2012-2013	Estimated 2013-2014	Proposed 2014-2015
Beginning Fund Balance	394,054	419,649	693,725
Receipts:			
Tax Receipts	2,270,146	2,831,000	2,453,000
Interest on Investments	863	700	700
TOTAL RECEIPTS	2,271,009	2,831,700	2,453,700
Transfer from Other Funds	2,505,531	1,340,779	1,297,595
Transfer from Performance Capital Fund	988,383	880,424	880,424
Transfer from TIF	20,435	21,287	22,000
TOTAL FUNDS AVAILABLE	6,179,412	5,493,839	5,347,444
Expenditures:			
Loan Payment	117,552	117,552	117,552
Lease Payments	47,794	69,629	-
TIF Payments	20,435	21,287	22,000
Performance Contract SECO Payments	880,424	880,424	880,424
PD-Muni Court Bond Payments	870,000	-	-
Principal Requirements	2,325,000	2,420,000	2,530,000
Interest Requirements	1,492,958	1,279,068	1,173,175
Agent Fees	5,600	12,154	10,000
TOTAL BUDGETED EXPENDITURES	5,759,763	4,800,114	4,733,151
Ending Fund Balance	419,649	693,725	614,293

GENERAL DEBT SERVICE

Statement of Bond Indebtedness

2014-2015

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired in Previous Years	Debt Balance 10/1/2014
General Obligation Taxable Refunding Bonds, Series 2004 (Ponderosa Power-Tenaska-Brazos Electric) Refunding $3,825,000 of Series 1996 Certificate Of Obligation Improvements & Extensions to Water and Sewer Lines	15	3,825,000	2,135,000	1,690,000
General Obligation Refunding Bonds, Series 2008 Refunding $7,065,055 of 98 Certificate of Obligation	10	10,890,000	4,505,000	6,385,000
General Obligation Refunding Bonds, Series 2010 Refunding of General Obligation Series 2001 Sr. citizens roof, annex bldg., & Esquire Theater improvements Boone Street Bridge, airport improvements, Nolan River Grant match Kilpatrick Street, Highway 67, & parks improvements, Master Plan East Buffalo Creek & miscellaneous storm drainage, fire stations, incinerator improvements, street maintenance, & preemption devices	12	5,848,413	35,000	5,813,413
General Obligation Refunding Bonds, Series 2011 Refunding of Certificates of Obligation Series 2004 Constructing and improving a City golf course, city streets, and gutter systems. Purchasing and upgrading geographical information systems - including software and hardware. Professional services rendered in connection with financing foregoing projects and items.	13	2,655,000	410,000	2,245,000
		$ 23,218,413	**$ 7,085,000**	**$ 16,133,413**
4B Sales Tax **Refunding and Improvements Bonds, Series 2007** **(SELF-SUPPORTED DEBT)** Including an additional 5,000,000 Refunding Series 2002 $12,400,000 Certificate of Obligation	25	16,280,000	1,695,000	14,585,000
		$ 16,280,000	**$ 1,695,000**	**$ 14,585,000**
		$ 39,498,413	**$ 8,780,000**	**$ 30,718,413**

GENERAL DEBT SERVICE

Debt Service Requirements

2014-2015

Issue Year	Title and Purpose	Outstanding 10/01/2014	Current Requirements		
			Principal	Interest	Total
2004	General Obligation Taxable Refunding 1996 Bonds Ponderosa Power (Tenaska)	1,690,000	305,000	77,183	382,183
2008	General Obligation Refunding 1998 Bonds	6,385,000	1,480,000	265,100	1,745,100
2010	General Obligation Refunding Bonds Series 2010 (refunded General Obligation Series 2001)	5,813,413	-	151,000	151,000
2011	General Obligation Refunding Bonds Series 2011 (refunded Certificates of Obligation Series 2004)	2,245,000	190,000	54,850	244,850
Budget Requirement 2014-2015		**16,133,413**	**1,975,000**	**548,133**	**2,523,133**
2007	4B Sales Tax Revenue Refunding and Improvements Bonds, Refunding 2002 & additional 5,000,000	14,585,000	555,000	625,043	1,180,043
Total Self-Supporting Debt		**14,585,000**	**555,000**	**625,043**	**1,180,043**
GRAND TOTAL - Current Requirement			**2,530,000**	**1,173,175**	**3,703,175**
TOTAL BONDS OUTSTANDING		**30,718,413**			

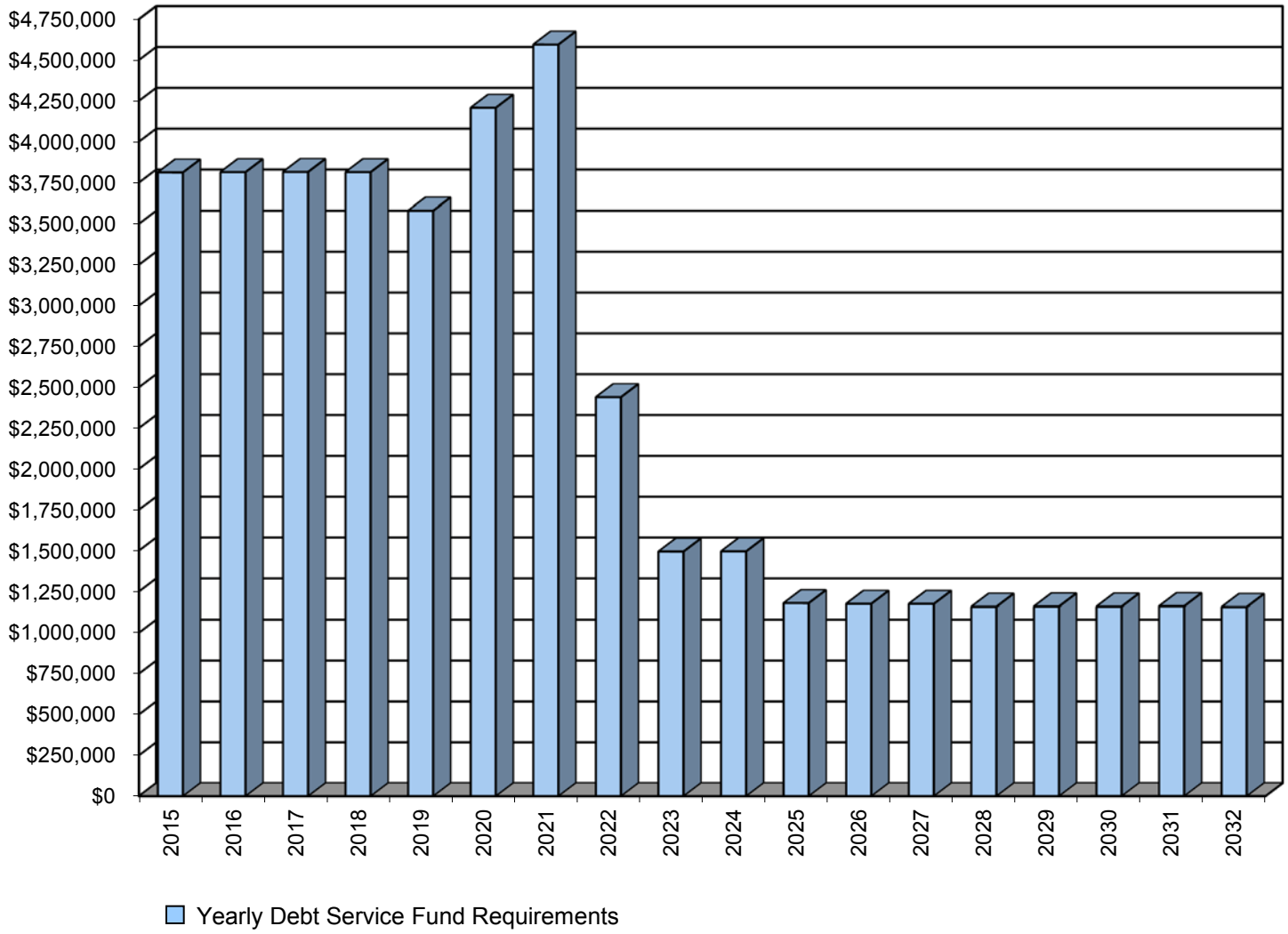
GENERAL DEBT SERVICE

Schedule of Requirements

2014-2015

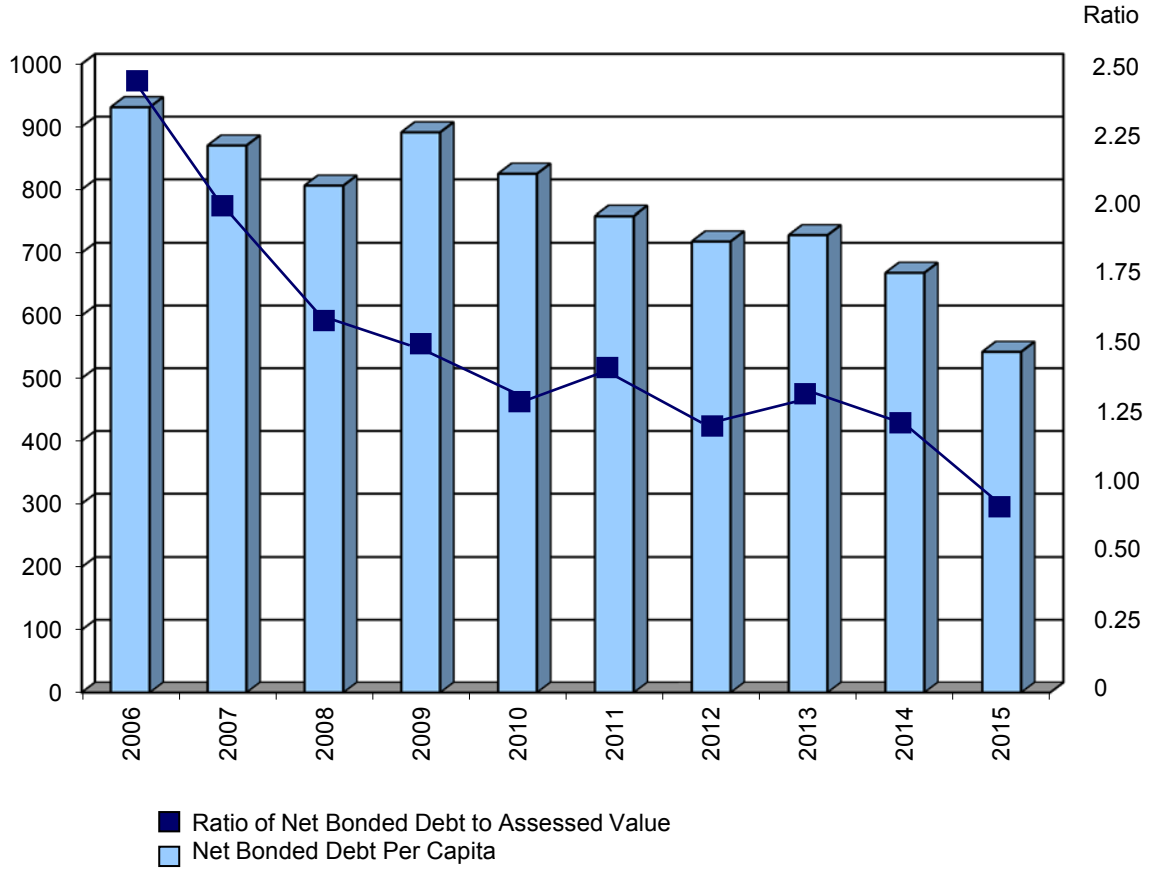
Fiscal Year	Principal	Self-Supported Principal	Interest	Self-Supported Interest	Total
2014-2015	1,975,000	555,000	548,132	625,043	3,703,175
2015-2016	2,070,000	580,000	452,720	602,343	3,705,063
2016-2017	2,170,000	605,000	352,579	578,643	3,706,222
2017-2018	2,265,000	630,000	256,135	553,943	3,705,078
2018-2019	2,107,881	655,000	180,364	527,915	3,471,160
2019-2020	1,645,532	685,000	146,950	499,760	2,977,242
2020-2021	2,075,000	715,000	104,050	469,660	3,363,710
2021-2022	1,215,000	745,000	41,125	437,991	2,439,116
2022-2023	300,000	775,000	13,800	404,741	1,493,541
2023-2024	310,000	810,000	4,650	370,069	1,494,719
2024-2025	-	845,000	-	333,338	1,178,338
2025-2026	-	880,000	-	294,525	1,174,525
2026-2027	-	920,000	-	254,025	1,174,025
2027-2028	-	945,000	-	212,063	1,157,063
2028-2029	-	990,000	-	168,525	1,158,525
2029-2030	-	1,035,000	-	122,963	1,157,963
2030-2031	-	1,085,000	-	75,263	1,160,263
2031-2032	-	1,130,000	-	25,425	1,155,425
	$ 16,133,413	$ 14,585,000	$ 2,100,505	$ 6,556,230	$ 39,375,148

General Debt Service Fund
Schedule of Requirements



The Principal and Interest requirement on all General Obligation Debt includes Self-Supported 4B Sales Tax issues with an outstanding balance of $14,585,000. The outstanding balance at October 1, 2014 of all General Obligation Debt is $30,718,413.

General Debt Service
Ratios & History



Fiscal Year	Estimated Population (1)	Net Assessed Value (2)	Net General Bond Debt (3)	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2006	28,368	1,160,327,499	26,417,527	2.28	931
2007	28,425	1,275,351,528	24,725,070	1.94	870
2008	28,639	1,538,404,994	23,069,593	1.50	806
2009	28,895	1,789,571,323	25,743,538	1.44	891
2010	29,337	1,887,592,221	24,194,538	1.28	825
2011	29,693	1,713,419,518	22,494,538	1.31	758
2012	30,053	1,737,065,515	21,568,413	1.24	718
2013	30,400	1,725,310,746	22,140,413	1.28	728
2014	30,400	1,662,510,133	20,320,413	1.22	668
2015	29,747	1,646,685,823	16,133,413	0.98	542

Sources:
1) U.S. Bureau of Census Estimates
2) Central Appraisal District
3) Includes General Obligation and Certificates of Obligation Bonds which are supported by tax revenue (gross and net debt). Does not include $ 14,585,000 in self-supported bond debt., $4,994,251 of performance contract supported debt , or $333,038 of asset supported debt.

Municipal Bonds Comparison
2014 Debt Survey

General Obligation & Cert. of Obligation Bond Indebtedness	City(Population)	Revenue Bond Indebtedness
88,562,670	Rockwall (39,957)	3,865,000
69,090,000	Leander (30,605)	93,335,000
57,220,000	West University Place (14,787)	4,460,000
46,405,000	Waxahachie (31,100)	21,350,000
41,035,000	Addison (15,179)	20,276,846
4,066,000	Keller (41,923)	0
32,245,000	Coppell (40,022)	0
37,290,000	Greenville (27,200)	21,680,000
48,300,000	Burleson (39,010)	18,505,000
56,610,000	Weatherford (26,385)	34,585,000
32,460,000	Marble Falls (6,130)	19,464,000
20,320,413	Cleburne (29,747)	64,485,000
3,690,800	Lake Worth (4,780)	248,000
20,042,451	Ennis (19,795)	14,377,549
11,810,000	Watauga (24,350)	610,000
6,695,000	Paris (26,539)	40,335,000
14,810,000	Saginaw (20,877)	3,895,000
4,945,000	Farmers Branch (31,300)	0

Cities highlighted in yellow are not listed on the 2014 survey and reflect 2013 survey numbers.

Source: Texas Town and City Magazine, Annual Taxation and Debt Survey, 2014, www.tml.org.

CITY OF CLEBURNE

$3,825,000

General Obligation Taxable Refunding

Series 2004

Ponderosa Power (TENASKA - Brazos Electric)

PRINCIPAL			INTEREST					TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount		
2-15-15	305,000.00	5.02%	2-15-15	42,419.00	8-15-15	34,763.50		**382,182.50**
2-15-16	320,000.00	5.02%	2-15-16	34,763.50	8-15-16	26,731.50		**381,495.00**
2-15-17	335,000.00	5.02%	2-15-17	26,731.50	8-15-17	18,323.00		**380,054.50**
2-15-18	355,000.00	5.02%	2-15-18	18,323.00	8-15-18	9,412.50		**382,735.50**
2-15-19	375,000.00	5.02%	2-15-19	9,412.50	8-15-19	0		**384,412.50**
	$ 1,690,000.00			**$ 131,649.50**		**$ 89,230.50**		**$ 1,910,880.00**

Interest Rate:	5.02%
Amount Issued:	$3,825,000.00
Amount Outstanding:	$1,690,000.00
Term (Years):	15 years
Paying Agent:	Bank of America #281
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$10,890,000

General Obligation Refunding Bonds

Series 2008

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	1,480,000.00	4.00%	2-15-15	151,050.00	8-15-15	114,050.00	**1,745,100.00**
2-15-16	1,555,000.00	4.00%	2-15-16	114,050.00	8-15-16	75,175.00	**1,744,225.00**
2-15-17	1,635,000.00	4.00%	2-15-17	75,175.00	8-15-17	34,300.00	**1,744,475.00**
2-15-18	1,715,000.00	4.00%	2-15-18	34,300.00			**1,749,300.00**
	$ 6,385,000.00			**$ 374,575.00**		**$ 223,525.00**	**$ 6,983,100.00**

Interest Rate:	3.5% - 5.0%
Amount Issued:	$10,890,000.00
Amount Outstanding:	$6,385,000.00
Term (Years):	10 years
Paying Agent:	The Bank of New York Trust Company of Florida, N.A. (formerly U. S. Trust Company of Texas)
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$5,848,413.30

General Obligation Refunding Bonds

Series 2010

PRINCIPAL			INTEREST					TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount		
2-15-15	0	0.000%	2-15-15	75,500.00	8-15-15	75,500.00		**151,000.00**
2-15-16	0	0.000%	2-15-16	75,500.00	8-15-16	75,500.00		**151,000.00**
2-15-17	0	0.000%	2-15-17	75,500.00	8-15-17	75,500.00		**151,000.00**
2-15-18	0	0.000%	2-15-18	75,500.00	8-15-18	75,500.00		**151,000.00**
2-15-19	1,732,881.30	0.000%	2-15-19	75,500.00	8-15-19	54,300.00		**1,862,681.30**
2-15-20	1,365,532.00	4.000%	2-15-20	54,300.00	8-15-20	54,300.00		**1,474,132.00**
2-15-21	1,795,000.00	4.000%	2-15-21	54,300.00	8-15-21	18,400.00		**1,867,700.00**
2-15-22	920,000.00	4.000%	2-15-22	18,400.00	8-15-22	0		**938,400.00**
	$ 5,813,413.30			**$ 504,500.00**		**$ 429,000.00**		**$ 6,746,913.30**

Interest Rate:	2.000% - 4.000%
Amount Issued:	$5,848,413.30
Amount Outstanding:	$5,813,413.30
Term (Years):	12 years
Paying Agent:	The Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$2,655,000.00

General Obligation Refunding Bonds

Series 2011

PRINCIPAL			INTEREST					TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount		
2-15-15	190,000.00	2.000%	2-15-15	28,375.00	8-15-15	26,475.00		**244,850.00**
2-15-16	195,000.00	2.000%	2-15-16	26,475.00	8-15-16	24,525.00		**246,000.00**
2-15-17	200,000.00	2.000%	2-15-17	24,525.00	8-15-17	22,525.00		**247,050.00**
2-15-18	195,000.00	2.000%	2-15-18	22,525.00	8-15-18	20,575.00		**238,100.00**
2-15-19	-	0.000%	2-15-19	20,575.00	2-15-19	20,575.00		**41,150.00**
2-15-20	280,000.00	2.000%	2-15-20	20,575.00	2-15-20	17,775.00		**318,350.00**
2-15-21	280,000.00	3.000%	2-15-21	17,775.00	2-15-21	13,575.00		**311,350.00**
2-15-22	295,000.00	3.000%	2-15-22	13,575.00	2-15-22	9,150.00		**317,725.00**
2-15-23	300,000.00	3.000%	2-15-23	9,150.00	2-15-23	4,650.00		**313,800.00**
2-15-24	310,000.00	3.000%	2-15-24	4,650.00				**314,650.00**
	$ 2,245,000.00			**$ 188,200.00**		**$ 159,825.00**		**$ 2,593,025.00**

Interest Rate:	2.000% - 3.000%
Amount Issued:	$2,655,000.00
Amount Outstanding:	$2,245,000.00
Term (Years):	13 years
Paying Agent:	The Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$16,280,000

4B Sales Tax Revenue Refunding and

Improvement Bonds, Series 2007

Self-Supported Debt

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	555,000.00	4.00%	2-15-15	318,071.25	8-15-15	306,971.25	**1,180,042.50**
2-15-16	580,000.00	4.00%	2-15-16	306,971.25	8-15-16	295,371.25	**1,182,342.50**
2-15-17	605,000.00	4.00%	2-15-17	295,371.25	8-15-17	283,271.25	**1,183,642.50**
2-15-18	630,000.00	4.00%	2-15-18	283,271.25	8-15-18	270,671.25	**1,183,942.50**
2-15-19	655,000.00	4.10%	2-15-19	270,671.25	8-15-19	257,243.75	**1,182,915.00**
2-15-20	685,000.00	4.30%	2-15-20	257,243.75	8-15-20	242,516.25	**1,184,760.00**
2-15-21	715,000.00	4.30%	2-15-21	242,516.25	8-15-21	227,143.75	**1,184,660.00**
2-15-22	745,000.00	4.38%	2-15-22	227,143.75	8-15-22	210,846.88	**1,182,990.63**
2-15-23	775,000.00	4.38%	2-15-23	210,846.88	8-15-23	193,893.75	**1,179,740.63**
2-15-24	810,000.00	4.38%	2-15-24	193,893.75	8-15-24	176,175.00	**1,180,068.75**
2-15-25	845,000.00	4.50%	2-15-25	176,175.00	8-15-25	157,162.50	**1,178,337.50**
2-15-26	880,000.00	4.50%	2-15-26	157,162.50	8-15-26	137,362.50	**1,174,525.00**
2-15-27	920,000.00	4.50%	2-15-27	137,362.50	8-15-27	116,662.50	**1,174,025.00**
2-15-28	945,000.00	4.50%	2-15-28	116,662.50	8-15-28	95,400.00	**1,157,062.50**
2-15-29	990,000.00	4.50%	2-15-29	95,400.00	8-15-29	73,125.00	**1,158,525.00**
2-15-30	1,035,000.00	4.50%	2-15-30	73,125.00	8-15-30	49,837.50	**1,157,962.50**
2-15-31	1,085,000.00	4.50%	2-15-31	49,837.50	8-15-31	25,425.00	**1,160,262.50**
2-15-32	1,130,000.00	4.50%	2-15-32	25,425.00	8-15-32		**1,155,425.00**
	$ 14,585,000.00			**$ 3,437,150.63**		**$ 3,119,079.38**	**$ 21,141,230.01**

Interest Rate:	4.00% - 4.50%
Amount Issued:	$16,280,000.00
Amount Outstanding:	$14,585,000.00
Term (Years):	25 years
Paying Agent:	The Bank of New York Trust Company of Florida, N.A. (formerly U. S. Trust Company of Texas)
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

Special Revenue Funds

Housing Fund

Hotel/Motel Fund

Transit System Fund

4B Sales Tax Fund

All Other Special Revenue Funds

2014-2015

SPECIAL REVENUE FUND

Housing and Urban Development Fund

Fund 06

Summary of Receipts & Expenditures

2014-2015

A grant fund using grant and local revenue for Housing and Urban Development (HUD) program expenditures. The Housing Choice Voucher Program is a federally funded program designed to assist the elderly, handicapped and families of very low income to obtain reasonable housing that is safe, decent and sanitary. Rental payments are expended the first of every month directly to the landlord. Interested applicants are placed on a waiting list in order of date and time received until funding is available.

		Proposed 2014-2015
Beginning Fund Balance		$ 0
Revenues:		
Transfer from General Fund		34,059
Fines		
Interest Income - HAP		500
Miscellaneous Income		9,000
Port In - HAP	(0614-6487)	1,000
Port In - Admin	(0615-6501)	100
Grant Revenue - TX 495 - HAP	(0614-6427)	1,285,000
Grant Revenue - TX 495 - Administrative	(0614-6426)	156,000
Total Revenue		1,485,659
TOTAL FUNDS AVAILABLE		1,485,659
Expenditures:		
Administrative Expenditures	(0668-SEE DETAIL)	200,658
HAP Expenditures	(0668-SEE DETAIL)	1,285,000
TOTAL EXPENDITURES		1,485,658
Ending Fund Balance		$ 1

HOUSING SUMMARY

DEPARTMENT		DIVISION
Housing	0668	Public Services-Community

DESCRIPTION OF SERVICES

The City of Cleburne Housing Department was established by the City Council in 1976 and was a requirement of the Department of Housing & Urban Development in order for the City to receive CDBG grant monies. The Housing Department receives funding from HUD to administer the Housing Choice Voucher Program and provides rental assistance to the very low income, elderly, and disabled. The rental assistance allows families to live in areas and/or units they could not otherwise afford and provide residential stability which they may not be able to achieve by themselves. Without the assistance provided through this program, families may be homeless or living in substandard housing. This department works very closely with the participants and area landlords. The Cleburne Housing Agency's jurisdiction is the City limits of Cleburne.

GOALS & OBJECTIVES

1. Administer the Housing Choice Voucher Program in a manner consistent with HUD regulations and local goals and objectives.
2. Comply with federal, state, and local non-discrimination laws governing fair housing and equal opportunity.
3. Support and empower individuals and families to become independent.
4. Practice sound financial management practices as protectors of American tax dollars.
5. Maintain a workforce whose focus is fostered by honesty, dignity and integrity.
6. Promote affordable, safe, sanitary, and decent housing.

BUDGET HIGHLIGHTS & CHALLENGES

Per HUD notification in July 2014, Administrative Fees earned will increase from 75% to approximately 79%. However, the challenges remain in administering the program effectively and assisting the same amount of families with reduced income.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Average monthly participating families	256	275	270
Terminated participants annually	52	50	55
Inspections conducted annually	356	425	360
Monthly recertification's conducted	25	30	28
Briefings conducted annually	8	12	10
Hearings conducted annually	9	10	10

Average number of families assisted 2013-2014	260
Average number of male head of household	57
Average number of female head of household	192
Average number of couples	25

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Housing Manager	25	1	1	1
Case Worker	13	1	1	1
TOTAL		2	2	2
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 94,939	$ 103,447	$ 100,000	$ 103,186
BENEFITS	38,501	45,206	43,400	49,339
SUPPLIES & MATERIALS	11,153	6,225	5,980	3,181
M&R - EQUIPMENT & VEHICLES	3,996	4,450	4,825	5,150
CONTRACTURAL & MISC SERVICES	1,377,058	1,419,259	1,343,071	1,324,802
TOTAL 06-68	**$ 1,525,647**	**$ 1,578,587**	**$ 1,497,276**	**$ 1,485,658**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 94,913	$ 103,097	$ 100,000	$ 102,836
8130 OVERTIME	-	350	-	350
8190 NON-CASH BENEFITS	26	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	5,713	6,413	6,000	6,398
8220 MEDICARE CONTRIBUTIONS	1,336	1,446	1,400	1,496
8230 RETIREMENT CONTRIBUTIONS	18,023	19,605	18,600	18,888
8240 HEALTH/LIFE INSURANCE	11,117	17,542	14,800	19,857
8250 WORKERS COMPENSATION	2,312	200	2,600	2,700
8301 OFFICE SUPPLIES	8,026	3,500	2,700	375
8308 BOOKS & SUBSCRIPTIONS	765	200	920	100
8336 FUEL & LUBRICANTS	271	350	285	250
8382 UTILITY - ELECTRICAL FEES	2,091	2,000	2,000	1,900
8399 OTHER SUPPLIES	-	175	75	556
8557 M&R - VEHICLES	40	250	200	250
8559 M&R - OFFICE EQUIPMENT	206	250	265	250
8577 M&R - SOFTWARE	2,365	2,500	3,000	3,000
8599 M&R - OTHER EQUIPMENT	1,385	1,450	1,360	1,650
8601 ADMINISTRATIVE FEES	1,636	2,500	1,048	480
8615 AUDITS	8,372	5,000	6,000	7,500
8636 COMMUNICATIONS	1,051	850	1,048	1,224
8643 DUES	433	440	430	220
8657 INSURANCE	671	750	763	763
8660 POSTAGE	2,267	1,750	1,750	1,680
8664 PROFESSIONAL SERVICES	3,267	3,019	1,019	975
8670 VEHICLE USE FEE	3,600	3,600	3,600	3,600
8672 RENTAL OF EQUIPMENT	-	-	1,500	3,360
8676 RENTAL OF PROPERTY (HUD)	1,306,215	1,336,000	1,285,797	1,260,000
8677 RENTAL OF PROPERTY-PORTABLE	24,349	36,000	18,716	24,000
8678 PORT IN - HAP	1,126	3,100	500	1,000
8679 RENTAL OF PROPERTY-OTHER	24,000	24,000	20,000	20,000
8684 TRAINING	-	750	850	-
8690 TRAVEL EXPENSES	71	1,500	50	-
TOTAL 06-68	**$ 1,525,647**	**$ 1,578,587**	**$ 1,497,276**	**$ 1,485,658**

SPECIAL REVENUE FUND

Hotel Occupancy Tax Fund

Fund 07

Summary of Receipts & Expenditures

2014-2015

The City of Cleburne has a 7% Hotel Occupancy Tax levied against its customers. That revenue is used for Chamber of Commerce expenses, City of Cleburne promotional and advertising expenses, as well as travel brochures.

		Proposed 2014-2015
Beginning Fund Balance		$ 69,596
Revenues:		
Hotel/Motel Tax Revenue	(0711-6150)	340,000
Interest Revenue	(0717-6735)	200
TOTAL FUNDS AVAILABLE		409,796
Expenditures:		
City Promotional Items	(0769-8399)	41,500
City Promotional Services	(0769-8699)	65,000
Chamber of Commerce - Tourism	(0769-8699)	267,138
(78.57 % or 5 1/2 Cents of the 7 Cent Total Tax)		
TOTAL EXPENDITURES		373,638
Ending Fund Balance		$ 36,158

City Promotion Items: (8399)

Whistlestop Promotions	$ 12,500
Whistlestop Christmas Decorations	4,000
Promotional Items	5,000
Advertising for City Events and Programs	20,000
	$ 41,500

SPECIAL REVENUE FUND

Transportation Fund

Fund 08

Summary of Receipts & Expenditures

2014-2015

Fund 08 is a State/Local Rural Public Transportation Grant Fund using grant and local revenue for county-wide transportation system (bus) expenditures. These grant funds will provide mobility to the citizens of Johnson County and enhance the citizens's access to health care, shopping, education, employment, recreation, and public services. Currently there are no other means of public transportation in Johnson County. City/County transportation provides rural public transportation to a community of 150,934 and servicing 710 square miles and urban public transportation to a community of 44,338 and servicing 36 square miles.

		Proposed 2014-2015
Beginning Fund Balance		$ 441,791
Revenues:		
Grant Revenue (Federal-5307 Grant)	(0814-6432)	569,033
Grant Revenue (Federal-5311 Grant)	(0814-6436)	424,240
Grant Revenue (Federal-5339 Grant)	(0814-6473)	26,890
Grant Revenue (State-5311 Grant)	(0814-6474)	285,154
Grant Revenue (Area Agency on Aging)	(0814-6495)	11,900
Fares	(0815-6570)	72,000
Logisticare - Medicaid Trips	(0814-6480)	40,000
Other Services	(0815-6599)	10,500
County & City Contributions	(0818-68XX)	94,105
General Fund Subsidy (Transfer)	(0821-7101)	60,000
Transfer to Performance Capital Fund	(0822-7255)	(1,051)
Transfer to General Capital Fund	(0822-7253)	
Sale of Assets	(0826-7610)	
Interest	(0817-6735)	100
TOTAL FUNDS AVAILABLE		2,034,662
Expenditures:		
Operations	(0859-SEE DETAIL)	1,783,696
TOTAL EXPENDITURES		1,783,696
Ending Fund Balance		$ 250,966

CLETRAN SUMMARY

DEPARTMENT		DIVISION
City Transit	0859	Public Services-Community

DESCRIPTION OF SERVICES

City/County Transportation provides a demand response transportation program to the elderly, disabled and general public residents of Cleburne and Johnson County. Service is offered Monday-Friday from 5:00 am – 8:00 pm, and Saturdays 8:00 am-5:00 pm. Reservations may be scheduled up to seven days in advance; however same day reservations are accepted if space is available. Fares are $3.00 for a one-way trip within the city limits of Cleburne. Reduced passes are available to students under the age of 18, seniors 60 years of age and older, and to the disabled with a note from the doctor. Please call 817-641-1800 for additional information or to schedule a ride.

GOALS & OBJECTIVES

1. To maintain our response time (on-time performance) at 92% or greater.
2. Provide safe, efficient and reliable transportation.
3. Keep the cost/trip below $30.00

BUDGET HIGHLIGHTS & CHALLENGES

The City/County Transportation continues to provide Medicaid transportation as well as Area Agency on Aging trips to economically disadvantaged seniors, in an effort to generate additional revenue for the department and allow the department to expand service by adding additional vehicles in the near future. We anticipate lower M&R costs next year due to replacement of part of our aging fleet, which will lower the cost per trip.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Number of one-way trips	39,537	41,100	42,500
Cost per trip	$28.00	$30.25	$30.66
On-time performance	94%	94%	94%

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Transportation Manager	23	1	1	1
Transportation Supervisor	14	1	1	1
Mechanic	16	1	1	1
Clerk	11	1	1	1
Bus Driver	10	9	9	9
Dispatcher	11	1	1	1
TOTAL		14	14	14
Part Time		12	8	11

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 251,907	$ 681,678	$ 547,500	$ 698,162
BENEFITS	118,067	303,904	244,700	324,073
SUPPLIES & MATERIALS	95,724	165,200	171,950	177,525
M&R - LAND, STRUCTURES & STREETS	818	2,000	2,000	2,000
M&R - EQUIPMENT & VEHICLES	23,142	46,100	59,800	64,000
CONTRACTURAL & MISC SERVICES	26,170	55,466	41,166	46,046
CAPITAL OUTLAY - EQUIPMENT	12,160	385,000	-	471,890
TOTAL 08-59	**$ 527,988**	**$ 1,639,348**	**$ 1,067,116**	**$ 1,783,696**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 250,244	$ 674,678	$ 542,000	$ 691,162
8130 OVERTIME	1,663	7,000	5,500	7,000
8210 SOCIAL SECURITY CONTRIBUTIONS	15,229	42,264	33,300	43,286
8220 MEDICARE CONTRIBUTIONS	3,562	9,884	5,500	10,123
8230 RETIREMENT CONTRIBUTIONS	47,797	129,187	100,800	127,798
8240 HEALTH/LIFE INSURANCE	45,627	122,569	82,800	119,866
8250 WORKERS COMPENSATION	5,852	-	22,300	23,000
8301 OFFICE SUPPLIES	753	2,000	1,150	1,500
8322 CLOTHING	2,568	3,700	3,500	4,100
8336 FUEL & LUBRICANTS	78,047	140,000	150,500	151,000
8357 MEDICAL SUPPLIES	967	2,000	1,000	2,000
8364 MINOR EQUIPMENT	212	-	200	500
8382 UTILITY - ELECTRICAL FEES	7,206	10,000	9,000	10,000
8388 UTILITY - WATER & SEWER FEES	4,279	5,000	3,500	4,500
8399 OTHER SUPPLIES	1,692	2,500	3,100	3,925
8419 M&R - STRUCTURES	818	2,000	2,000	2,000
8557 M&R - VEHICLES	18,158	32,000	55,000	55,000
8559 M&R - OFFICE EQUIPMENT	804	500	500	500
8577 M&R - SOFTWARE	4,180	9,500	1,500	5,000
8599 M&R - OTHER EQUIPMENT	-	4,100	2,800	3,500
8608 ADVERTISING	-	-	-	500
8615 AUDITS	3,555	5,100	5,300	5,300
8636 COMMUNICATIONS	5,541	8,000	6,300	8,000
8643 DUES	-	1,700	1,700	1,700
8657 INSURANCE	3,714	30,000	9,600	11,500
8660 POSTAGE	553	400	150	500
8662 PRINTING	-	1,500	600	1,000
8664 PROFESSIONAL SERVICES	12,595	6,966	12,216	7,846
8672 RENTAL OF EQUIPMENT	-	-	3,600	8,000
8684 TRAINING	35	500	500	500
8690 TRAVEL EXPENSES	177	1,300	1,200	1,200
8930 CAPITAL - EQUIPMENT	12,160	-	-	146,890
8950 CAPITAL - VEHICLES	-	385,000	-	325,000
TOTAL 08-59	**$ 527,988**	**$ 1,639,348**	**$ 1,067,116**	**$ 1,783,696**

SPECIAL REVENUE FUND

4B Sales Tax

Fund 09

Summary of Receipts & Expenditures

2014-2015

This fund will be used to account for the proceeds of the 4B sales tax. On August 11, 2001, the citizens of Cleburne approved a 1/2 cent increase, to 7.75%. This sales tax has funded construction of Splash Station, the Cleburne Sports Complex, Cleburne Conference Center and Theatre, Community Center, and several parks improvements throughout the city. Of the original projects only the Railroad Museum remains. 4B Sales Tax funds are also used to fund the maintenance and operation expenses of these projects.

		Proposed 2014-2015
Beginning Fund Balance		$ 1,143,968
Revenues:		
Taxes, Sales and Use	(0911-6110)	2,560,228
Interest Earnings	(0917-6735)	1,000
TOTAL FUNDS AVAILABLE		3,705,196
Expenditures:		
Worker's Compensation	(0939-8250)	43,000
Supplies	(0939-8399)	200
Administrative Cost Allocation	(0939-8601)	155,000
Contractual & Miscellaneous	(0939-8699)	28,000
M&R Structures	(0939-8419)	16,500
Booker T Repairs & Capital	(0950-8XXX)	5,000
Splash Station Repairs & Capital	(0956-8XXX)	21,000
TML Mandatated Update - Sandblasting at Splash Station	(0956-8XXX)	18,000
TML Mandatated Update - Lighting at Splash Station	(0956-8XXX)	0
Railroad Museum Architecture, Engineering	(0967-8820)	190,000
Operating Contingency		250,000
Sales Tax Reserve		491,752
Debt Service Transfer	(0922-7202)	1,180,043
**Operation Cost Transfer to General Fund	(0922-7201)	1,143,633
TOTAL EXPENDITURES		3,542,128
Ending Fund Balance		$ 163,068

**The net cost of operating the completed 4B projects is transferred to the General Fund to reimburse the fund for expenditures made throughout the year to operate the 4B Projects.

SPECIAL REVENUE FUND

Law Enforcement Officer Standards

Fund 10

Summary of Receipts & Expenditures

2014-2015

The Texas Commission on Law Enforcement (T.C.O.L.E.) Fund is used as necessary for continuing education and training, as determined by the agency head, for full time law enforcement support personnel.

		Proposed 2014-2015
Beginning Fund Balance		$ 8,380
Revenues:		
Police T.C.O.L.E. Funding	(1014-6451)	
Fire T.C.O.L.E. Funding	(1014-6451)	
Interest Income	(1017-6735)	25
TOTAL FUNDS AVAILABLE		8,405
Expenditures:		
Police Services or Supplies	(1041-8XXX)	4,500
Fire Services or Supplies	(1047-8XXX)	1,000
TOTAL EXPENDITURES		5,500
Ending Fund Balance		$ 2,905

SPECIAL REVENUE FUND

T.I.F. - District #1
Fund 11

Summary of Receipts & Expenditures
2014-2015

The Tax Increment Financing (TIF) District was created to fund infrastructure improvements (streets, water and sewer lines, etc.) in our industrial park.

		Proposed 2014-2015
Beginning Fund Balance		$ 570,198
Revenues:		
Interest Income	(1117-6735)	500
Taxes, Ad Valorem - Current City	(1121-7101)	177,872
Taxes, Ad Valorem - Current County	(1119-6999)	85,000
TOTAL REVENUE		263,372
Expenditures:		
Transfer to Fund 02 - Smithfield Bio	(1122-7202)	22,000
Transfer to Fund 53 - General Projects		0
Supplies	(1139-8399)	100
Services	(1139-8699)	8,500
TOTAL EXPENDITURES		30,600
Ending Fund Balance		$ 802,970

T.I.F. - District #2
Fund 12

Summary of Receipts & Expenditures
2014-2015

The Tax Increment Financing (TIF) District was created to fund infrastructure improvements (lighting, curbing, seating, etc.) in our downtown area.

		Proposed 2014-2015
Beginning Fund Balance		$ 498,690
Revenues:		
Interest Income	(1217-6735)	500
Taxes, Ad Valorem - Current City	(1221-7101)	82,646
Taxes, Ad Valorem - Current County	(1219-6999)	40,000
TOTAL REVENUE		123,146
Expenditures:		
Supplies	(1239-8399)	100
Services	(1239-8699)	7,000
Grant Match - Administration	(1240-8699)	30,787
Downtown Rehabilitation - Central Core 50%	(1240-8699)	61,573
Downtown Rehabilitation - Surrounding Area 25%	(1240-8699)	39,260
Transfer to Capital Projects		
TOTAL EXPENDITURES		138,720
Ending Fund Balance		$ 483,117

SPECIAL REVENUE FUND

T.I.F. - District #3

Fund 13

Summary of Receipts & Expenditures

2014-2015

The Tax Increment Financing (TIF) District was created to fund infrastructure improvements (lighting, curbing, seating, etc.) related to the northwest loop.

		Proposed 2014-2015
Beginning Fund Balance		$ 115,212
Revenues:		
Taxes, Ad Valorem - Current City	(1321-7101)	88,626
Taxes, Ad Valorem - Current County	(1319-6999)	40,000
Interest Income	(1317-6735)	100
TOTAL FUNDS AVAILABLE		243,938
Expenditures:		
Reimburse Capital Projects Fund	(1322-7253)	100,000
Supplies	(1339-8399)	1,000
Services	(1339-86XX)	25,000
TOTAL EXPENDITURES		126,000
Ending Fund Balance		$ 117,938

SPECIAL REVENUE FUND

Emergency Management
Fund 14
Summary of Receipts & Expenditures
2014-2015

This fund uses revenues from a service agreement with Luminant Power to fund emergency disaster assistance. This agreement was made with Luminant Power in order for the City to be equipped as a relocation site for citizens in the fallout area of the Comanche Peak Nuclear Power

		Proposed 2014-2015
Beginning Fund Balance		$ 18,837
Revenues:		
Luminant Power Contract Revenue	(1415-6599)	21,750
Interest Income	(1417-6735)	10
Transfer In - General Fund	(1421-7101)	3,200
Transfer In - Water & Sewer Fund	(1421-7160)	800
TOTAL FUNDS AVAILABLE		44,597
Expenditures:		
Supplies and Materials	(1449-83XX)	5,550
M&R - Equipment & Vehicles	(1449-85XX)	15,900
Contractual & Miscellaneous Services	(1449-86XX)	7,135
Contractual Services - Code Red	(1449-86XX)	15,750
TOTAL EXPENDITURES		44,335
Ending Fund Balance		$ 262

Certificate of Franchise
Fund 15
Summary of Receipts & Expenditures
2014-2015

This fund was created to be used for network wiring costs. These funds are to be used from revenue that was generated from taxes for cable services.

		Proposed 2014-2015
Beginning Fund Balance		$ 133,590
Revenues:		
Franchise Tax - Cable	(1511-6122)	36,000
Interest Income	(1517-6735)	100
TOTAL FUNDS AVAILABLE		169,690
Expenditures:		
Equipment	(1538-8XXX)	100,000
TOTAL EXPENDITURES		100,000
Ending Fund Balance		$ 69,690

SPECIAL REVENUE FUND

Mineral Leases and Royalties

Fund 21

Summary of Receipts & Expenditures

2014-2015

This fund uses mineral lease and royalty revenue received from online gas wells and mineral development leases to fund various city projects.

		Proposed 2014-2015
Beginning Fund Balance		2,497,221
Revenues:		
Interest Income	(2117-6735)	1,000
Mineral Leases and Royalties	(2119-6950)	600,000
TOTAL FUNDS AVAILABLE		3,098,221
Expenditures:		
Transfer to General Fund	(2122-7201)	-
Transfer to General Capital Fund	(2122-7253)	-
Transfer for TTC Sidewalk Grant Match	(2122-7239)	236,632
Utilities - Electrical	(2139-8382)	3,000
Reserve Fund 21		1,000,000
TOTAL EXPENDITURES		1,239,632
Ending Fund Balance		1,858,589

SPECIAL REVENUE FUND

Disposal Well

Fund 22

Summary of Receipts & Expenditures

2014-2015

This fund uses disposal well royalty revenues to fund disposal well related expenditures, the reuse distribution system and other waste water collection costs.

		Proposed 2014-2015
Beginning Fund Balance		$ 2,564,893
Revenues:		
Disposal Well Royalties	(2215-6585)	237,000
Interest Income	(2217-6735)	2,300
TOTAL FUNDS AVAILABLE		2,804,193
Expenditures:		
Supplies	(2296-8399)	10,000
Services	(2296-8699)	15,000
Reserve for Drainage Projects		2,000,000
TOTAL EXPENDITURES		2,025,000
Ending Fund Balance		$ 779,193

SPECIAL REVENUE FUND

Gas Well Administration

Fund 23

Summary of Receipts & Disbursements

2014-2015

	Proposed 2014-2015
Beginning Fund Balance	$ 0
Receipts:	
Gas Well Administration Fee	729,000
Interest Income	650
Total Receipts:	729,650
TOTAL FUNDS AVAILABLE	729,650
Other (Sources) Uses of Funds:	
Transfer to General Fund	729,650
Total (In)/Out:	729,650
TOTAL USES OF FUNDS	729,650
Ending Fund Balance	$ 0

SPECIAL REVENUE FUND

Development Fee

Fund 27

Summary of Receipts & Expenditures

2014-2015

This fund handles all community development fees from developers. The revenue will be used to test and inspect expenditures of the development.

		Proposed 2014-2015
Beginning Fund Balance		$ 0
Revenues:		
Community Development Fees (2% to 3% Fee)	(2713-6311)	5,000
Interest Income	(2717-6735)	-
TOTAL FUNDS AVAILABLE		5,000
Expenditures:		
Professional Services	(2771-8664)	5,000
TOTAL EXPENDITURES		5,000
Ending Fund Balance		$ 0

SPECIAL REVENUE FUND

Miscellaneous Grant Fund

Fund 39

Summary of Receipts & Expenditures

2014-2015

Minor grant revenue from various Texas Agencies. These funds are used for the purposes so designated by the grant.

		Proposed 2014-2015
Beginning Fund Balance		$ 0
Revenues:		
Animal Friendly Grant	(3914-6499)	24,893
Bullet Proof Grant	(3914-6499)	11,168
Bullet Proof Grant Match	(3901-7101)	11,168
Byrne Justice Assistance Grant	(3914-6499)	13,297
Criminal Justice Grant	(3914-6498)	56,750
Contributions	(3918-6820)	35,164
SCBA Fire Equipment Grant	(3914-6498)	152,000
SCBA Fire Equipment Grant Match	(3921-7101)	47,606
TTC Grant - Sidewalk Project	(3914-6498)	768,056
Transfer from Fund 21 - TTC Grant Match	(3921-7121)	236,632
TOTAL FUNDS AVAILABLE		1,356,734
Expenditures:		
Bullet Proof Vests	(3941-8322)	22,336
Byrne Justice Assistance	(3941-8364)	13,297
Software & Equipment	(3941-8930)	56,750
Animal Services	(3943-8664)	24,893
SCBA Fire Equipment Grant	(3947-8930)	234,770
TTC Sidewalk Project	(3979-8860)	1,004,688
TOTAL EXPENDITURES		1,356,734
Ending Fund Balance		$ 0

SPECIAL REVENUE FUND

Court Technology Fund
Fund 41

Summary of Receipts & Expenditures
2014-2015

Any person convicted in a trial in the City of Cleburne Municipal Court shall pay a $4.00 fee as a cost of the court. The fund shall be used only to finance the purchase of technology enhancements for the City of Cleburne Municipal Court.

		Proposed 2014-2015
Beginning Fund Balance		$ 24,474
Revenues:		
Fines	(4116-6611)	14,000
Interest Income	(4117-6735)	50
TOTAL FUNDS AVAILABLE		38,524
Expenditures:		
Court Technology Supplies	(4137-8399)	20,000
Court Technology Services	(4137-8699)	5,000
TOTAL EXPENDITURES		25,000
Ending Fund Balance		$ 13,524

Court Fine Fee Fund
Fund 42

Summary of Receipts & Expenditures
2014-2015

This fund is derived from one-half of a $25 fee charged when paying court-related costs. It shall be used to improve the efficiency of the administration of justice.

		Proposed 2014-2015
Beginning Fund Balance		$ 32,806
Revenues:		
Fines	(4216-6611)	1,600
Interest Income	(4217-6735)	50
TOTAL FUNDS AVAILABLE		34,456
Expenditures:		
Miscellaneous Court Supplies	(4237-8399)	10,000
TOTAL EXPENDITURES		10,000
Ending Fund Balance		$ 24,456

SPECIAL REVENUE FUND

Public Safety Fund
Fund 43
Summary of Receipts & Expenditures
2014-2015

The purpose of this fund is to support the communication towers for select Fire Departments throughout Johnson County. Each entity will provide proportionate funding for all expenses.

		Proposed 2014-2015
Beginning Fund Balance		$ -
Revenues:		
Interest Income		-
Rent Revenue		2,000
Contribution - Emergency Services District		6,500
Contribution - Johnson County		6,500
Transfer - General Fund	(4321-7101)	6,500
TOTAL FUNDS AVAILABLE		21,500
Expenditures:		
Miscellaneous Supplies	(4347-8399)	10,000
Miscellaneous Services	(4347-8419)	4,000
M&R - Other Equipment	(4347-8599)	-
Miscellaneous Services	(4347-8699)	7,500
TOTAL EXPENDITURES		21,500
Ending Fund Balance		$ -

Child Safety
Fund 45
Summary of Receipts & Expenditures
2014-2015

This fund was a State mandated fund to be used for municipal school crossing guard programs and other child safety programs. These funds are to be used from revenue that was generated from fines for traffic violations within a school zone.

		Proposed 2014-2015
Beginning Fund Balance		$ 3,674
Revenues:		
Fines	(4516-6611)	650
Interest Income	(4517-6735)	5
TOTAL FUNDS AVAILABLE		4,329
Expenditures:		
Child Safety Expenditures		
(Vests, Signs, Lights)	(4541-8XXX)	2,500
TOTAL EXPENDITURES		2,500
Ending Fund Balance		$ 1,829

SPECIAL REVENUE FUND

Court Security Fund
Fund 46
Summary of Receipts & Expenditures
2014-2015

This fund may only be used for providing security services for the court. A $3.00 security fee is paid by a convicted defendant for a misdemeanor offense as a court cost.

		Proposed 2014-2015
Beginning Fund Balance		$ 0
Revenues:		
Court Fines	(4616-6611)	9,500
Interest Income	(4617-6735)	5
TOTAL FUNDS AVAILABLE		9,505
Expenditures:		
Court Security Officer *	(4622-7201)	9,500
TOTAL EXPENDITURES		9,500
Ending Fund Balance		$ 5

* General Fund charges Court Security for providing police security

Abandoned Vehicle Fund
Fund 47
Summary of Receipts & Expenditures
2014-2015

This fund is a State mandated fund that uses revenue for administrative expenses in the processing of abandoned vehicles. All revenue comes from the sale of abandoned vehicles with excess funds being transferred to the general fund.

		Proposed 2014-2015
Beginning Fund Balance		$ 20,290
Revenues:		
Impound Fees	(4716-6601)	100
Auction Fees	(4716-6699)	5,000
Interest Income	(4717-6735)	50
TOTAL FUNDS AVAILABLE		25,440
Expenditures:		
Administrative Supplies	(4741-8399)	1,000
TOTAL EXPENDITURES		1,000
Ending Fund Balance		$ 24,440

SPECIAL REVENUE FUND

Police Forfeiture Fund

Fund 48

Summary of Receipts & Expenditures

2014-2015

This is a State mandated fund that uses revenue from forfeited property to fund drug-related law enforcement expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 11,978
Revenues:		
Forfeitures	(4816-6663)	2,000
Interest Income	(4817-6735)	10
TOTAL FUNDS AVAILABLE		13,988
Expenditures:		
Miscellaneous Supplies	(4841-8399)	2,500
TOTAL EXPENDITURES		2,500
Ending Fund Balance		$ 11,488

Fire Protection Fund

Fund 49

Summary of Receipts & Expenditures

2014-2015

This fund was created to account for the City's portion of the rural fire tax that the county collects for all fire departments within the district.

		Proposed 2014-2015
Beginning Fund Balance		$ 14,061
Revenues:		
Interest Income	(4917-6735)	10
TOTAL FUNDS AVAILABLE		14,071
Expenditures:		
Other Supplies	(4947-8399)	14,071
TOTAL EXPENDITURES		14,071
Ending Fund Balance		$ 0

SPECIAL REVENUE FUND

Museum Board Fund
Fund 81
Summary of Receipts & Expenditures
2014-2015

This fund is used by the Museum Board to handle donations that are used to fund Museum expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 54,225
Revenues:		
Interest Income	(8117-6735)	50
Museum Store, Tours and Booth Sales	(8115-6599)	13,000
Donations	(8118-6820)	5,000
TOTAL FUNDS AVAILABLE		72,275
Expenditures:		
Miscellaneous Supplies	(8165-8399)	1,000
Miscellaneous Services	(8165-8699)	6,000
Cost of Sales - Museum Store	(8165-8727)	6,000
Artifacts	(8165-8920)	2,000
TOTAL EXPENDITURES		15,000
Ending Fund Balance		$ 57,275

Museum Donations Fund
Fund 82
Summary of Receipts & Expenditures
2014-2015

This fund is used by the Museum to handle donations that are used to fund Museum expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 5,500
Revenues:		
Service Rent - Other	(8215-6539)	4,700
Interest Income	(8217-6735)	10
Donations	(8218-6820)	1,000
TOTAL FUNDS AVAILABLE		11,210
Expenditures:		
Miscellaneous Supplies	(8265-8399)	100
Miscellaneous Services	(8265-8699)	2,500
Artifacts	(8265-8920)	2,500
TOTAL EXPENDITURES		5,100
Ending Fund Balance		$ 6,110

SPECIAL REVENUE FUND

Police Donation Fund
Fund 83
Summary of Receipts & Expenditures
2014-2015

This fund revenue comes from donations by the community and is used by the Police Department for expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 19,180
Revenues:		
Interest Income	(8317-6735)	40
Donations	(8318-6820)	5,000
TOTAL FUNDS AVAILABLE		24,220
Expenditures:		
Miscellaneous Supplies	(8341-8399)	7,000
Miscellaneous Services	(8341-8699)	8,000
TOTAL EXPENDITURES		15,000
Ending Fund Balance		$ 9,220

Parks Donation Fund
Fund 84
Summary of Receipts & Expenditures
2014-2015

This fund revenue comes from donations by the community and is used by the Parks Department for expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 21,385
Revenues:		
Service Income	(8415-6536)	2,000
Interest Income	(8417-6735)	25
Donations	(8418-682X)	150
TOTAL FUNDS AVAILABLE		23,560
Expenditures:		
Miscellaneous Supplies	(84XX-8399)	500
Miscellaneous Services	(84XX-8699)	2,500
TOTAL EXPENDITURES		3,000
Ending Fund Balance		$ 20,560

SPECIAL REVENUE FUND

Library Board Fund
Fund 85
Summary of Receipts & Expenditures
2014-2015

This fund revenue comes from donations by the community and is used by the Library Board for Library expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 11,745
Revenues:		
Service Income	(8515-6599)	2,000
Interest Income	(8517-6735)	10
Donations	(8518-6820)	100
TOTAL FUNDS AVAILABLE		13,855
Expenditures:		
Miscellaneous Supplies	(8563-8399)	4,200
Miscellaneous Services	(8563-8699)	500
TOTAL EXPENDITURES		4,700
Ending Fund Balance		$ 9,155

Library Donation Fund
Fund 86
Summary of Receipts & Expenditures
2014-2015

This fund revenue comes from donations by the community and is used by the library for expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 11,060
Revenues:		
Interest Income	(8617-6735)	10
Donations	(8618-6820)	3,000
TOTAL FUNDS AVAILABLE		14,070
Expenditures:		
Miscellaneous Supplies	(8663-8399)	500
Miscellaneous Services	(8663-8699)	500
Books	(8663-8910)	2,000
TOTAL EXPENDITURES		3,000
Ending Fund Balance		$ 11,070

SPECIAL REVENUE FUND

Public Works Donations
Fund 87
Summary of Receipts & Expenditures
2014-2015

This fund revenue comes from donations by the community and is used by the Public Works Department for expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 1,735
Revenues:		
Interest Income	(8717-6735)	5
Donations	(8718-6820)	500
TOTAL FUNDS AVAILABLE		2,240
Expenditures:		
Miscellaneous Supplies	(8771-8399)	500
Miscellaneous Services	(8771-8699)	500
TOTAL EXPENDITURES		1,000
Ending Fund Balance		$ 1,240

Fire Donation Fund
Fund 88
Summary of Receipts & Expenditures
2014-2015

This fund revenue comes from donations by the community and is used by the Fire Department for expenditures.

		Proposed 2014-2015
Beginning Fund Balance		$ 113,570
Revenues:		
Interest Income	(8817-6735)	125
Donations	(8818-6820)	2,500
TOTAL FUNDS AVAILABLE		116,195
Expenditures:		
Miscellaneous Supplies	(8847-8399)	110,000
Miscellaneous Services	(8847-8699)	0
TOTAL EXPENDITURES		110,000
Ending Fund Balance		$ 6,195

SPECIAL REVENUE FUND

Miscellaneous Donation Fund

Fund 89

Summary of Receipts & Expenditures

2014-2015

This fund will handle various donations used for the benefit of the various designated departments of the City.

		Proposed 2014-2015
Beginning Fund Balance		$ 5,785
Revenues:		
Interest Income	(8917-6735)	5
Miscellaneous Donations	(8918-6820)	0
TOTAL FUNDS AVAILABLE		5,790
Expenditures:		
IT Supplies	(8938-8399)	2,100
Animal Shelter Supplies	(8943-8399)	1,800
Conference Center	(8962-8399)	1,800
TOTAL EXPENDITURES		5,700
Ending Fund Balance		$ 90

Enterprise Funds

Water – Wastewater Fund

Airport Fund

Drainage Utility Fund

2014-2015

Water-Wastewater Fund

2014-2015

ENTERPRISE FUND

WATER - WASTEWATER

Fund 60

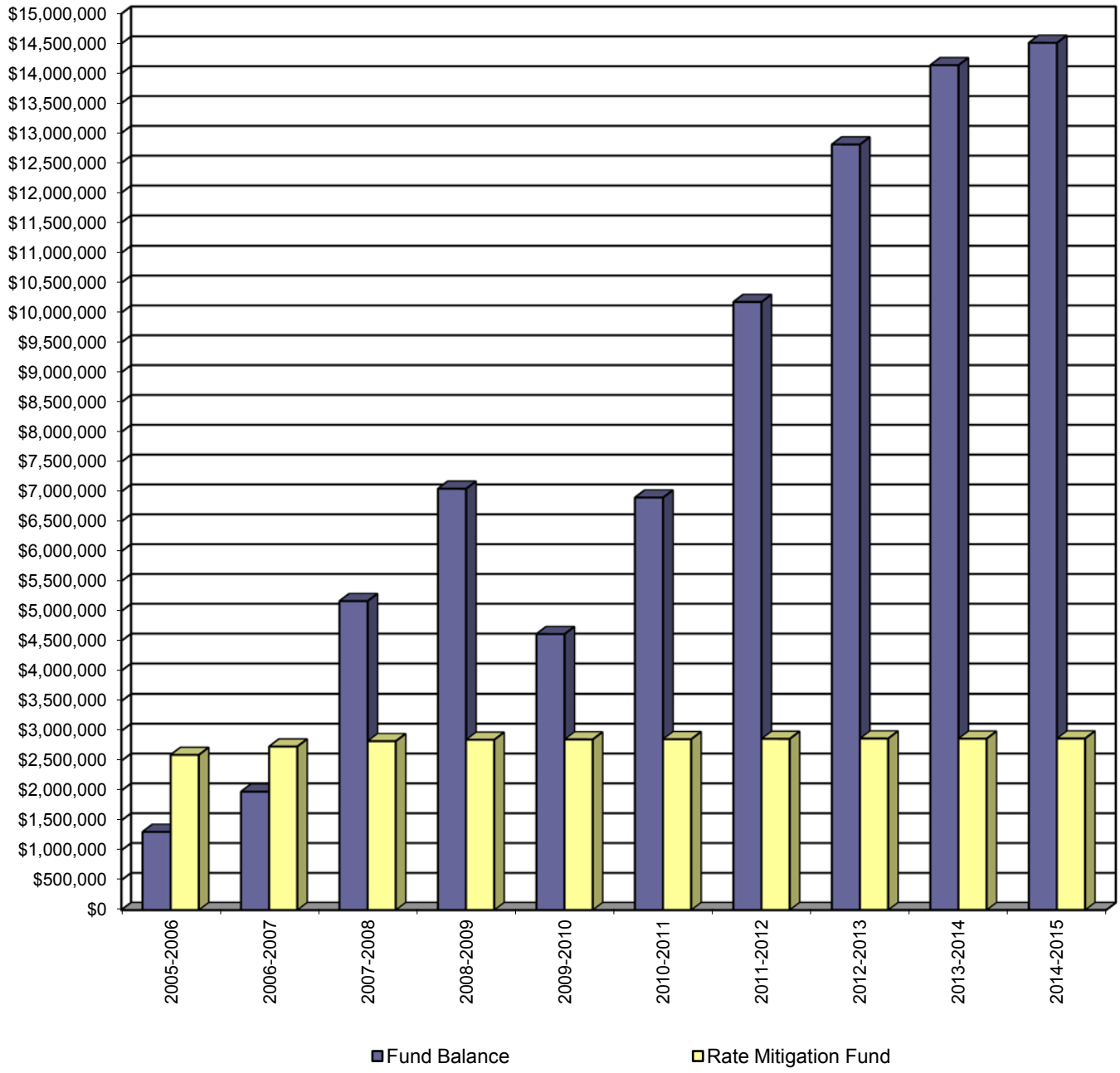
Summary of Receipts & Disbursements

2014-2015

	ACTUAL 2012-2013	AMENDED BUDGET 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
Beginning Cash Balance	$ 12,011,597	$ 15,710,477	$ 15,710,477	$ 17,010,018
Receipts:				
Water Revenue	12,428,828	11,850,389	12,087,561	12,450,433
Wastewater Revenue	7,122,840	7,354,077	7,169,053	7,716,525
Utility Taps Income	37,691	36,000	12,810	38,160
Disposal Royalties	-	-	-	-
Penalty Charges	282,820	216,000	379,609	228,960
Interest on Investments	20,191	16,000	12,500	12,500
Miscellaneous	101,425	54,600	70,836	57,876
Total Receipts:	19,993,795	19,527,066	19,732,369	20,504,454
TOTAL FUNDS AVAILABLE	32,005,392	35,237,543	35,442,846	37,514,472
Expenditures:				
Salaries	2,285,325	2,902,296	2,478,100	2,890,755
Benefits	1,082,253	1,502,866	1,266,500	1,556,242
Supplies	1,811,468	2,064,190	1,790,060	2,003,595
Maintenance - Building	399,737	407,000	398,239	357,300
Maintenance - Equipment	523,541	466,320	467,724	521,050
Services	1,963,537	2,281,519	2,014,546	2,141,943
Debt Interest & Fiscal Fees	1,710,960	2,456,000	2,215,000	3,012,094
Capital - Structures	-	10,725,653	33,000	-
Capital - Equipment	-	465,500	539,187	397,000
Total Expenditures:	9,776,821	23,271,344	11,202,356	12,879,979
Other (Sources) Uses of Funds:				
Transfer to General Fund - 01 (Adm.)	1,737,803	1,896,250	2,530,000	2,600,000
Transfer to General Fund - 01 (Hazmat)	17,500	17,500	17,500	17,500
Transfer to Emergency Management-14				800
Transfer to CDBG Grant Fund - 40	55,000			
Transfer to General Capital Fund - 53	595			
W&WW Debt Principal Payments	3,830,000	3,945,000	3,945,000	3,835,000
Transfer to Performance Contract Fund	933,019	901,159	793,200	793,200
Sale of Assets	(55,823)	-	(55,228)	- *
Total Out:	6,518,094	6,759,909	7,230,472	7,246,500
Rate Mitigation Reserve Balance	2,867,712	2,870,994	2,870,994	2,873,994
Senior Lien Debt Reserve	496,348	656,952	701,700	905,952
TWDB Payment Reserve	836,076	803,803	803,803	803,803
Capital Reserve	9,000,000	-	10,500,000	10,500,000
Contingency Reserve	-	100,000	-	500,000
TOTAL USES OF FUNDS	29,495,051	33,659,199	33,309,325	35,710,228
Ending Cash Balance	$ 2,510,341	$ 1,578,344	$ 2,133,521	$ 1,804,244

Water-Wastewater Fund Rate Mitigation & Fund Balance

2006-2015



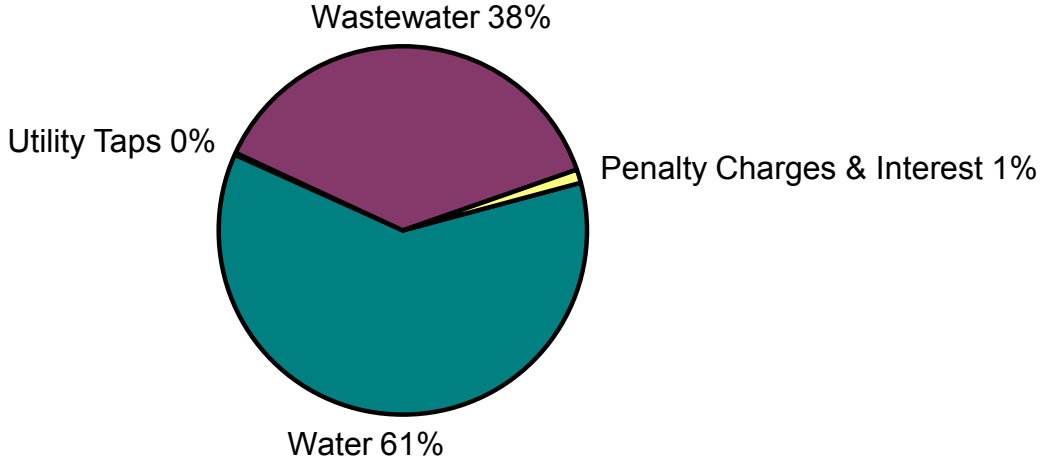
The 2014 data is an estimated amount, and the 2015 data is the budgeted amount. The projection reserve was established in 1993 to enable the Water-Wastewater Fund to continue operations during times of crisis and/or significantly reduced revenue. The establishment of this reserve mandates that a minimum 90 day reserve be maintained.

The fluctuations in fund balance are due to a build up of funds and a subsequent draw down of those funds for one time, non-recurring capital improvements to the water system.

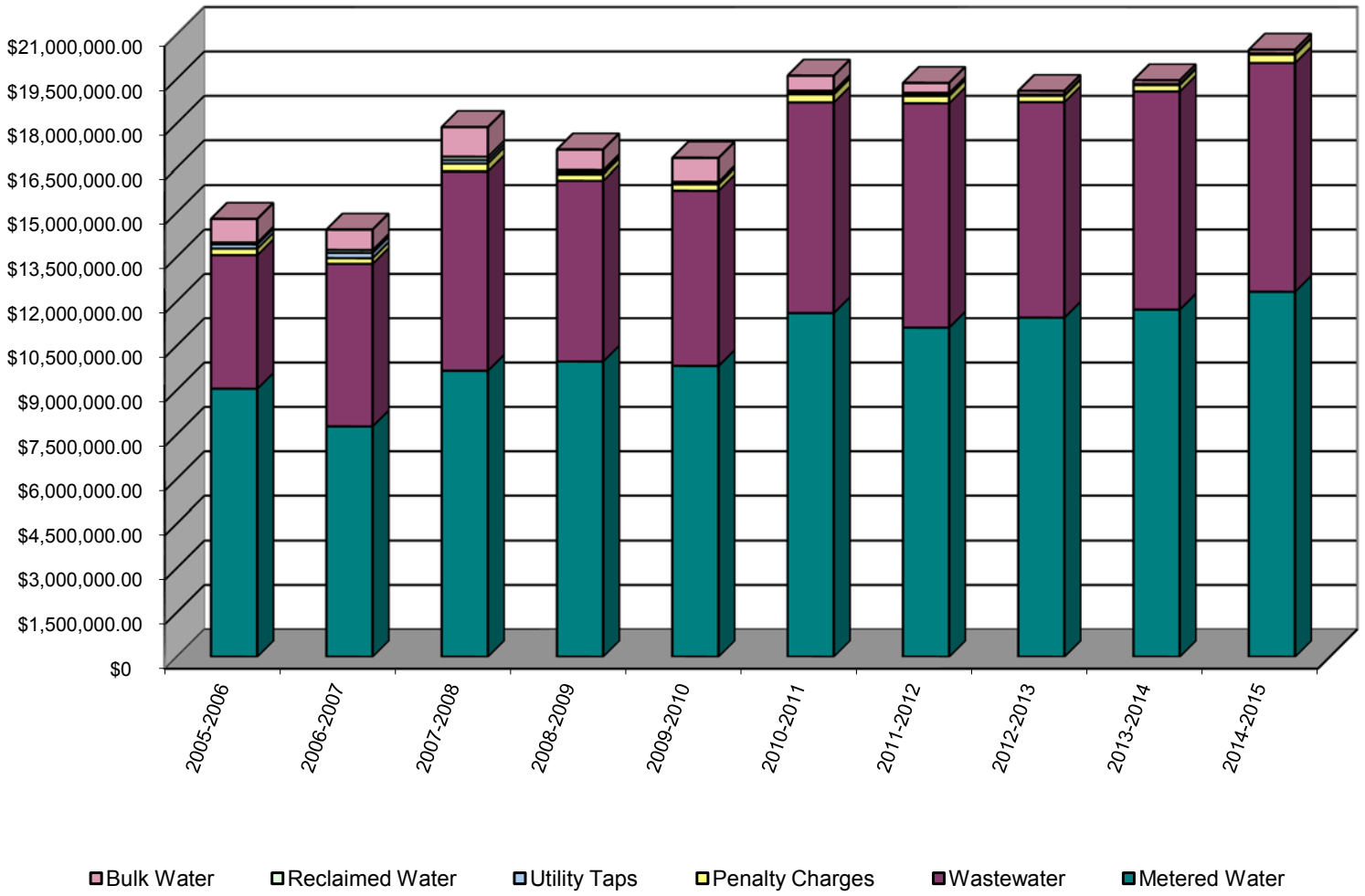
Water-Wastewater Fund Revenues

2014-2015

$20,504,454



2006-2015



The 2014 data is an estimated amount, and the 2015 data is the budgeted amount.

See Water-Wastewater Fund-Revenue By Source for related data.

ENTERPRISE FUND

WATER - WASTEWATER

Fund 60

Revenue By Source

2014-2015

Code No.	Source	ACTUAL 2012-2013	BUDGETED 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
CHARGES FOR SERVICES					
6015-6578	Reclaimed Water Revenue	$ 9,595	$ 4,800	$ 15,628	$ 4,800
6015-6579	Bulk Water Revenue	669,682	120,000	112,308	120,000
6015-6580	Water Metered Sales	11,749,551	11,725,589	11,959,625	12,325,633
6015-6581	Wastewater Sales	7,122,840	7,354,077	7,169,053	7,716,525
6015-6582	Taps and Connections	37,691	36,000	12,810	38,160
6015-6585	Disposal Royalty	-	-	-	-
Total Charges for Services		19,589,359	19,240,466	19,269,424	20,205,118
CHARGES - OTHER					
6015-6587	Penalty Charge to Customer	282,820	216,000	379,609	228,960
6015-6599	Miscellaneous Income	61,486	54,000	70,032	57,240
6016-6699	Fines, Fees, Restitution	-	-	-	-
Total Charges - Other		344,306	270,000	449,641	286,200
INTEREST					
6017-6735	Interest on Investments	20,191	16,000	12,500	12,500
Total Interest		20,191	16,000	12,500	12,500
NON-OPERATING					
6019-XXXX	Non-Operating	39,939	600	804	636
Total Non-Operating		39,939	600	804	636
GRAND TOTALS		$ 19,993,795	$ 19,527,066	$ 19,732,369	$ 20,504,454

CITY OF CLEBURNE

Water/Wastewater Fund Revenues

2014-2015 Budget

RECEIPTS

6015-6578	RECLAIMED WATER	$ 4,800

Description:

Includes sales of sewer affluent through the treatment plant.

6015-6579	BULK WATER SERVICE	$ 120,000

Description:

Includes sales through fire hydrants or pumped directly from the lake. Rates are as follows:

Service Demand Charge - 75% Metered Water Sales or $20.05 per month
0 gallons and over - 75% Metered Water Sales or $5.34 per 1000 gallons

6015-6580	METERED WATER SALES	$ 12,325,633

Description:

Includes the sale of treated water through the distribution system. Residential and commercial rates for:

Inside City Limits:

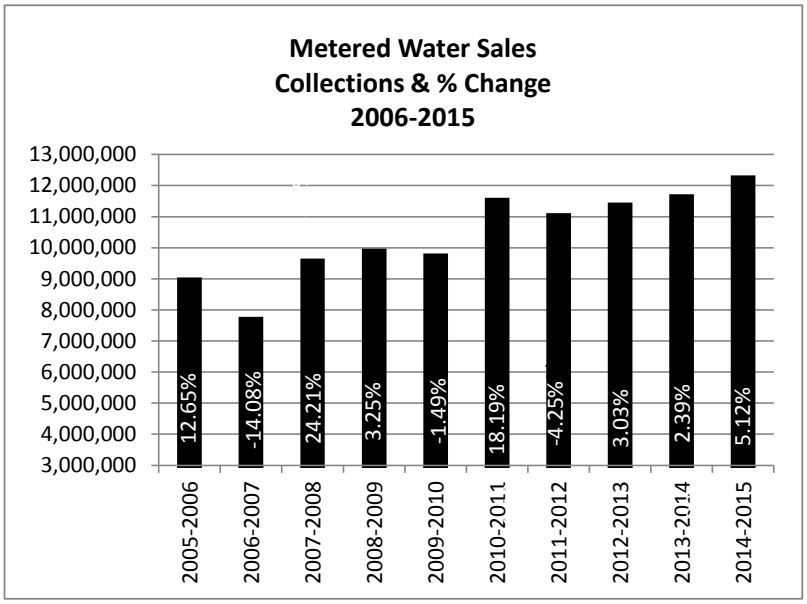
Service Demand Charge - $22.53 per month
0 gallons and over - $6.00 per 1000 gallons

Outside City Limits:

Service Demand Charge - $29.14 per month
0 gallons and over - $7.47 per 1000 gallons

Assumption:

A 6% rate increase was passed by Council.



RECEIPTS (CONTINUED)

6015-6581	WASTEWATER SALES	$ 7,716,525

Description:

The monthly rates or charges for services furnished by the City's sanitary sewer system shall be as follows:

Residential & Commercial Accounts:

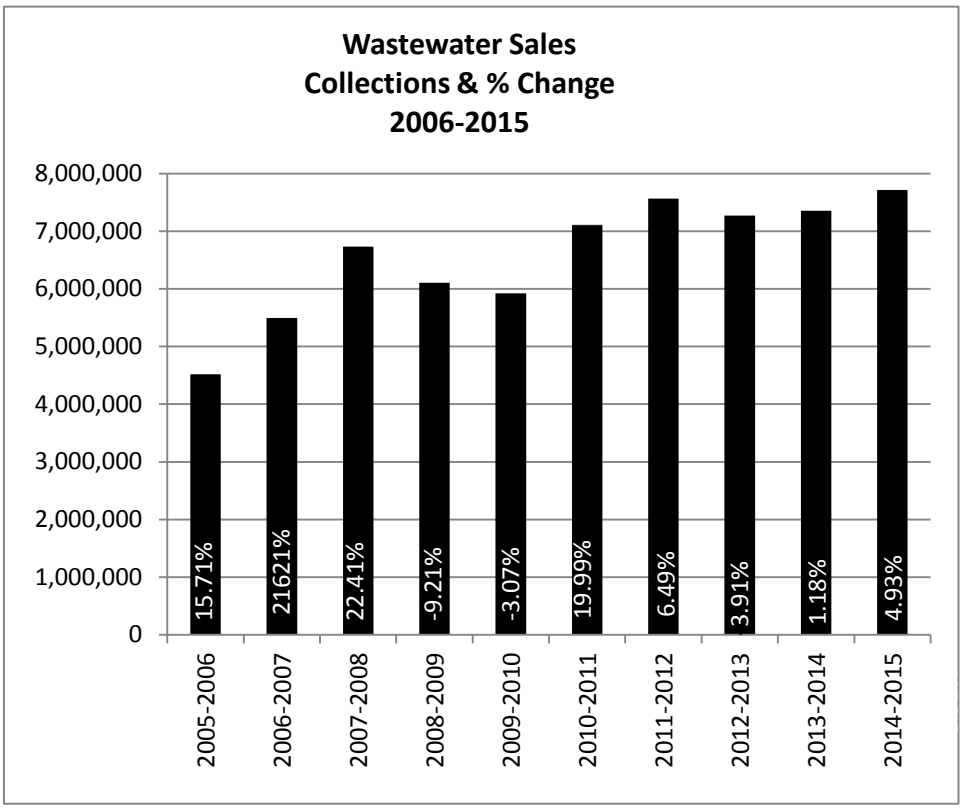
Residential - Service Demand Charge - $12.58 per month
0 to 13,500 gallons - $3.86 per 1000 gallons
Residential Maximum - $64.68 for 13,500 gallons
Commercial - Service Demand Charge - $12.58 per month
Commercial - 0 gallons and over - $3.86 per 1000 gallons

Industrial Accounts:

Service Demand Charge - $12.58 Per month
Volume Charge, per month, per 1000 gallons - $5.17
BOD, per pound, per month - 0.49
TSS, per pound, per month - 0.45
TDS, per pound, per month - 0.24

Assumption:

This estimate represents a rate increase of 6%.



RECEIPTS (CONTINUED)

6015-6582	TAPS AND CONNECTIONS	$ 38,160

Description:
Fees are charged to persons desiring to tap onto City water or wastewater lines as follows:

Water Taps & Connection:

Size of Connection	Cost of Tie-on/Tap
3/4 inch	$474.40/$1,099.40
1 inch	$540.95/$1,188.95
1 1/2 inch	$677.75/$1,352.75
2 inch	$764.10/$1,609.10

Wastewater Taps:

Size of Connection	Cost of Tap
Tie-on Fee	$150.00
4 inch	$860.00
6 inch	$895.00
8 inch	$920.00

Assumption:
This account is expected to remain stable.

6015-6587	PENALTY CHARGE TO CUSTOMER	$ 228,960

Description:
Bills are due and payable on the date shown on the bill or a penalty of ten (10) percent of the total bill will be assessed on all bills not paid on or before the due date.

Assumption:
This account has reflected slight growth over the past several years, and this estimate reflects a continuation of that slight growth.

6015-6599	MISCELLANEOUS INCOME	$ 57,240

Description:
This account includes sewer dump charges, service charges of $5.00, insufficient check charges of $20.00, connection charges of $10.00 and other fees that are not contained in the above accounts.

Assumption:
This amount reflects a relative steady collection rate.

6017-6735	INTEREST ON INVESTMENTS	$ 12,500

Description:
Interest earnings as a result of investing idle funds and deposits.

Assumption:
This estimate reflects a steady collection rate.

6019-XXXX	NON OPERATING	$ 636

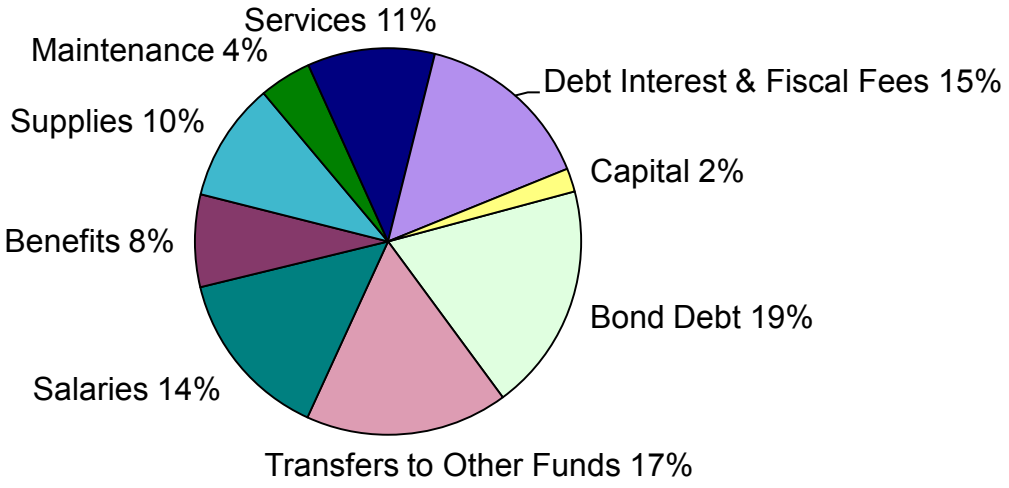
Description:
Non-operating revenues.

TOTAL WATER AND WASTEWATER REVENUE	$ 20,504,454

Water-Wastewater Fund Expenditures

2014-2015

$20,126,479



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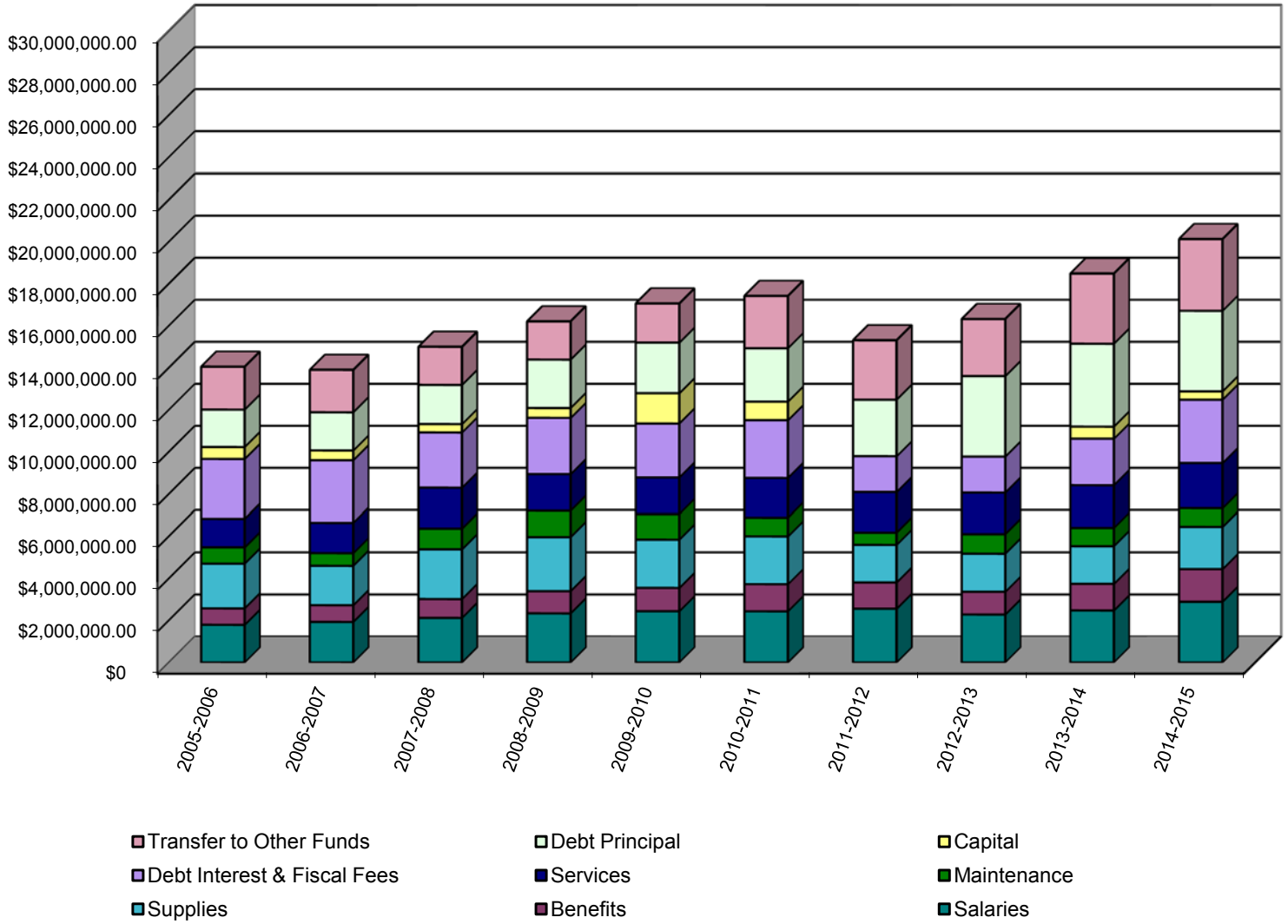


The 2014 data is estimated, and the 2015 data is the budgeted amount. See Water – Wastewater Summary of Receipts & Disbursements for related data.

The increase in services is due to the cost of Total Dissolved Solids. There is an offsetting revenue for this expense.

NON-DEPARTMENTAL SUMMARY

DEPARTMENT		DIVISION
Non-Departmental	6039	Water-Wastewater

DESCRIPTION OF SERVICES

This department is used to account for those items that benefit all water/wastewater departments. The expenditures not specifically related to any other operating department in the water/wastewater fund are accounted for in this department. Those items are as follows: unemployment, worker's compensation and casualty insurance, debt service payments, Brazos River Authority payments, master plan, audit charges, and administrative charges.

GOALS & OBJECTIVES

To maintain an accounting of the insurance, audit, and services provided for all water/wastewater departments.

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 37,913	$ 250,000	$ 150,000	$ 250,000
BENEFITS	79,441	187,500	157,800	192,500
SUPPLIES & MATERIALS	526	13,000	1,000	1,000
M&R - STRUCTURES	-	-	-	22,500
M&R - EQUIPMENT & VEHICLES	8,551	13,900	13,850	16,600
CONTRACTURAL & MISC SERVICES	407,423	1,220,627	1,154,016	1,237,200
MISC & SUNDRY CHARGES	1,763,808	2,456,000	2,215,000	3,012,094
TOTAL 60-39	**$ 2,297,662**	**$ 4,141,027**	**$ 3,691,666**	**$ 4,731,894**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 37,913	$ 250,000	$ 150,000	$ 250,000
8210 SOCIAL SECURITY CONTRIBUTIONS	2,341	15,500	9,300	15,500
8220 MEDICARE CONTRIBUTIONS	548	4,000	2,200	4,000
8230 RETIREMENT CONTRIBUTIONS	7,090	50,000	28,500	50,000
8240 HEALTH/LIFE INSURANCE	32,308	45,000	42,100	45,000
8250 WORKERS COMPENSATION	37,154	68,000	70,700	73,000
8260 UNEMPLOYMENT COMPENSATION	-	5,000	5,000	5,000
8357 MEDICAL SUPPLIES	107	-	-	-
8399 OTHER SUPPLIES	419	13,000	1,000	1,000
8419 M&R - STRUCTURES	-	-	-	22,500
8559 M&R - OFFICE EQUIPMENT	1,938	1,400	1,350	1,400
8577 M&R - SOFTWARE	-	5,000	5,000	5,000
8599 M&R - OTHER EQUIPMENT	6,613	7,500	7,500	10,200
8615 AUDITS	32,420	22,500	22,500	22,500
8657 INSURANCE	43,684	44,000	66,316	67,000
8664 PROFESSIONAL SERVICES	331,319	1,146,127	1,064,700	1,137,700
8699 OTHER MISCELLANEOUS SERVICES	-	8,000	500	10,000
8711 BAD DEBT EXPENSE	52,848	175,000	175,000	175,000
8722 BOND COSTS	-	-	70,000	70,000
8735 DEBT INTEREST EXPENSE	1,704,310	2,275,000	1,910,000	2,707,094
8738 DEBT SERVICE CHARGES	6,650	6,000	60,000	60,000
TOTAL 60-39	**$ 2,297,662**	**$ 4,141,027**	**$ 3,691,666**	**$ 4,731,894**

UTILITY BILLING SUMMARY

DEPARTMENT		DIVISION
Utility Billing	6081	Water-Wastewater

DESCRIPTION OF SERVICES

The Utility Billing Department's primary responsibilities include: accurate and timely billing, collecting for services provided, while assisting all customers in a friendly, respectful manner.

GOALS & OBJECTIVES

1. Establish policies for dealing consistently with customers.
2. Continue to emphasize collections of delinquent accounts through all means possible.
3. Strengthen internal control procedures for the safe guard of the City's monies.
4. Revise inter-office policies and procedures, as well as ordinances.
5. Create forms for easy access on the City's website.
6. Maintain re-read efficiency of 99%.

BUDGET HIGHLIGHTS & CHALLENGES

Fixed Based System – Continue to promote the integrity of the automatic system. Encourage customers to take advantage of online payments and ACH Bank Drafts. Implementing a new way of generating water bills (E-Bill) to allow consumers to receive their water bill electronically.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Percent of re-read	2%	2%	7%
Number of bank drafts	950	1,101	1,120
Percent of internet payments	10%	10%	15%

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Office Manager	22	1	1	1
Senior Clerk	14	2	2	2
Clerk - Utility Billing	11	2	2	2
Crew Leader - Meter Reader	15	0	0	1
Technician - Meter Service	12	0	0	1
TOTAL		5	5	7
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 206,912	$ 300,911	$ 288,900	$ 303,506
BENEFITS	78,857	159,600	146,000	165,263
SUPPLIES & MATERIALS	13,021	31,350	18,935	34,000
M&R - LAND, STRUCTURES & STREETS	-	2,000	2,000	-
M&R - EQUIPMENT & VEHICLES	40,805	66,420	41,050	67,450
CONTRACTURAL & MISC SERVICES	209,880	289,120	230,460	279,960
CAPITAL - EQUIPMENT	-	-	-	40,000
TOTAL 60-81	**$ 549,475**	**$ 849,401**	**$ 727,345**	**$ 890,179**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 203,115	$ 295,911	$ 286,000	$ 298,506
8130 OVERTIME	3,787	5,000	2,900	5,000
8190 NON-CASH BENEFITS	10	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	12,087	18,676	16,700	18,817
8220 MEDICARE CONTRIBUTIONS	2,827	4,370	3,900	4,401
8230 RETIREMENT CONTRIBUTIONS	40,615	57,209	53,400	55,557
8240 HEALTH/LIFE INSURANCE	23,328	79,345	72,000	86,488
8301 OFFICE SUPPLIES	4,926	6,100	5,500	7,000
8308 BOOKS & SUBSCRIPTIONS	13	-	-	-
8322 CLOTHING	85	2,150	850	2,200
8336 FUEL & LUBRICANTS	-	10,400	3,400	13,000
8343 LAUNDRY & CLEANING SUPPLIES	-	100	-	-
8357 MEDICAL SUPPLIES	-	1,000	100	200
8364 MINOR EQUIPMENT	675	1,200	1,110	1,200
8382 UTILITY - ELECTRICAL FEES	3,082	5,500	4,100	5,500
8388 UTILITY - WATER & SEWER FEES	363	400	375	400
8399 OTHER SUPPLIES	3,877	4,500	3,500	4,500
8419 M&R - STRUCTURES	-	2,000	2,000	-
8509 M&R - COMPUTERS	180	4,000	3,600	4,000
8545 M&R - EQUIPMENT	-	1,000	-	1,000
8551 M&R - METERS & SETTINGS	474	20,000	-	20,000
8557 M&R - VEHICLES	-	1,800	1,500	4,000
8559 M&R - OFFICE EQUIPMENT	2,479	5,500	5,100	5,500
8577 M&R - SOFTWARE	37,672	34,120	30,850	32,950
8636 COMMUNICATIONS	4,662	5,450	4,410	5,500
8643 DUES	-	170	350	510
8660 POSTAGE	49,587	50,000	51,550	56,000
8662 PRINTING	3,271	8,750	5,000	9,000
8664 PROFESSIONAL SERVICES	150,395	218,100	163,250	199,650
8672 RENTAL OF EQUIPMENT	-	-	2,400	1,600
8684 TRAINING	938	2,250	1,000	2,400
8690 TRAVEL EXPENSES	-	2,400	1,500	3,300
8699 OTHER MISCELLANEOUS SERVICES	1,027	2,000	1,000	2,000
8950 CAPITAL - VEHICLES	-	-	-	40,000
TOTAL 60-81	**$ 549,475**	**$ 849,401**	**$ 727,345**	**$ 890,179**

WATER DISTRIBUTION SUMMARY

DEPARTMENT		**DIVISION**
Water Distribution	**6083**	Water-Wastewater

DESCRIPTION OF SERVICES

The Water Distribution Department is responsible for the maintenance and repair of water lines, valves and fire hydrants within the city water system.

GOALS & OBJECTIVES

- To implement proper maintenance practices and procedures.
- To implement a proper capital improvement plan.
- To repair waterline breaks as soon as possible so as to maintain service and conserve water.
- To comply with all rules and regulations set forth by TCEQ.

INDICATORS

	Actual 2012-2013	**Estimated 2013-2014**	**Budgeted 2014-2015**
Miles of water lines	236	236	236
Number of valves	1,771	1,771	1,771
Number of fire hydrants	1,357	1,357	1,357

PERSONNEL SCHEDULE

Full Time	**Pay Grade**	**2012-2013**	**2013-2014**	**2014-2015**
Supervisor	20	1	1	1
Crewleader	15	2	2	2
Right of Way Technician	12	1	1	1
Line Operator	10	3	3	6
TOTAL		7	7	10
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 413,361	$ 545,602	$ 481,900	$ 545,214
BENEFITS	186,403	253,570	221,500	265,959
SUPPLIES & MATERIALS	82,778	66,120	58,797	65,720
M&R - LAND, STRUCTURES & STREETS	132,977	150,000	100,314	150,000
M&R - EQUIPMENT & VEHICLES	16,908	25,000	14,150	23,100
CONTRACTURAL & MISC SERVICES	21,497	12,880	11,450	16,241
CAPITAL OUTLAY - LAND & STRUCTURES	249,764	4,544,126	23,000	-
CAPITAL OUTLAY - EQUIPMENT	131,920	69,000	96,300	-
TOTAL 60-83	**$ 1,235,608**	**$ 5,666,298**	**$ 1,007,411**	**$ 1,066,234**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 400,016	$ 514,602	$ 473,000	$ 514,214
8130 OVERTIME	10,210	28,000	5,600	28,000
8150 VEHICLE ALLOWANCE	3,058	3,000	3,200	3,000
8190 NON-CASH BENEFITS	77	-	100	-
8210 SOCIAL SECURITY CONTRIBUTIONS	23,284	33,641	27,200	33,617
8220 MEDICARE CONTRIBUTIONS	5,669	7,868	6,100	7,862
8230 RETIREMENT CONTRIBUTIONS	80,333	102,836	89,100	94,209
8240 HEALTH/LIFE INSURANCE	77,117	109,225	99,100	130,271
8301 OFFICE SUPPLIES	607	400	650	400
8308 BOOKS & SUBSCRIPTIONS	144	-	-	-
8322 CLOTHING	6,686	4,020	3,800	4,020
8336 FUEL & LUBRICANTS	44,040	42,000	38,000	42,000
8364 MINOR EQUIPMENT	6,980	5,000	47	4,000
8382 UTILITY - ELECTRICAL FEES	7,415	6,200	7,800	7,400
8385 UTILITY - GAS FEE	3,232	4,400	5,000	4,400
8388 UTILITY - WATER & SEWER FEES	-	600	-	-
8399 OTHER SUPPLIES	13,674	3,500	3,500	3,500
8419 M&R - STRUCTURES	555	-	314	-
8467 M&R - STREETS, CURBS & ALLEYS	28,146	50,000	25,000	50,000
8491 M&R - WATER MAINS	104,276	100,000	75,000	100,000
8539 M&R - INSTRUMENTS	68	-	-	-
8545 M&R - EQUIPMENT	3,266	3,000	4,000	3,000
8557 M&R - VEHICLES	10,388	20,000	10,000	20,000
8559 M&R - OFFICE EQUIPMENT	66	-	150	100
8577 M&R - SOFTWARE	3,120	2,000	-	-
8636 COMMUNICATIONS	4,379	4,230	4,800	5,420
8643 DUES	187	-	400	400
8664 PROFESSIONAL SERVICES	16,370	1,500	3,500	3,000
8672 RENTAL OF EQUIPMENT	-	-	250	250
8684 TRAINING	561	4,250	1,000	3,811
8690 TRAVEL EXPENSES	-	2,900	1,500	3,360
8820 CAPITAL - STRUCTURES	193,890	2,500,000	-	-
8870 CAPITAL - WATER MAINS	55,874	2,044,126	23,000	-
8930 CAPITAL - EQUIPMENT	62,439	-	-	-
8950 CAPITAL - VEHICLES	69,481	69,000	96,300	-
TOTAL 60-83	**$ 1,235,608**	**$ 5,666,298**	**$ 1,007,411**	**$ 1,066,234**

WATER TREATMENT SUMMARY

DEPARTMENT		DIVISION
Water treatment	6084	Water-Wastewater

DESCRIPTION OF SERVICES

The Water Treatment Department provides the citizens with an ample supply of clean safe drinking water to meet residential, commercial, industrial, and firefighting needs. Water is treated from 3 sources: Lake Pat Cleburne, Lake Aquilla, and 7 Trinity wells.

GOALS & OBJECTIVES

1. Ensure that all water treated complies with all State and Federal regulations.
2. Monitor and test effluent water quality according to State and Federal regulations.
3. Monitor and test water quality in the distribution system daily.
4. Monitor and test well water daily when operating.
5. Collect and deliver required bacteriological monitoring samples to certified lab, as required by State and Federal regulations.
6. Insure ongoing training for all operators, minimum 20 hours per employee per year.
7. Ensure that staff contribute to process improvements.

BUDGET HIGHLIGHTS & CHALLENGES

The Treatment Plant is completing a major expansion of treatment capacity, going from the previous capacity 15 million gallons per day to 20 million gallons per day. Plant staff continue to pursue cost savings by closely monitoring expenses and by investigating alternative treatment chemicals and more efficient operating protocols.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Average daily production (MGD)	6.2	6.7	6.8
Total gallons produced from plant	2,267	2,470	2,500
Total gallons produced from wells	33	70	70
Bacteriological samples taken	420	420	420
Chlorine residuals taken	1,300	1,300	1,300
Number of certification training hours completed	240	240	240

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Water Plant Supervisor	23	1	1	1
Water Plant Assistant Supervisor	17	1	1	1
Water Plant Operator	17	1	0	0
Water Plant Operator	12	8	8	9
Water Plant Operator	11	2	2	3
TOTAL		13	12	14
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 535,188	$ 599,710	$ 538,200	$ 629,868
BENEFITS	245,008	315,934	263,800	348,025
SUPPLIES & MATERIALS	1,132,775	1,278,200	1,174,975	1,226,775
M&R - LAND, STRUCTURES & STREETS	80,960	70,000	66,500	5,500
M&R - EQUIPMENT & VEHICLES	232,881	218,500	216,200	216,200
M&R - SOFTWARE	-	-	500	500
CONTRACTURAL & MISC SERVICES	171,097	220,450	224,450	201,390
CAPITAL OUTLAY - LAND & STRUCTURES	395,299	4,100,000	10,000	-
CAPITAL OUTLAY - EQUIPMENT	81,203	-	39,300	12,000
TOTAL 60-84	**$ 2,874,411**	**$ 6,802,794**	**$ 2,533,925**	**$ 2,640,258**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 486,416	$ 524,710	$ 481,000	$ 554,868
8130 OVERTIME	48,761	75,000	57,200	75,000
8190 NON-CASH BENEFITS	11	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	30,637	37,182	31,100	39,052
8220 MEDICARE CONTRIBUTIONS	7,165	8,696	7,300	9,133
8230 RETIREMENT CONTRIBUTIONS	105,047	113,670	99,600	115,297
8240 HEALTH/LIFE INSURANCE	102,159	156,386	125,800	184,543
8301 OFFICE SUPPLIES	691	1,000	700	1,100
8315 CHEMICAL SUPPLIES	368,032	450,000	436,325	389,275
8322 CLOTHING	9,190	5,300	7,000	7,000
8336 FUEL & LUBRICANTS	11,616	8,000	10,000	10,000
8343 LAUNDRY & CLEANING SUPPLIES	3,668	4,600	4,000	4,000
8357 MEDICAL SUPPLIES	95	800	450	400
8364 MINOR EQUIPMENT	1,021	-	-	8,000
8382 UTILITY - ELECTRICAL FEES	729,969	800,000	710,000	800,000
8399 OTHER SUPPLIES	8,493	8,500	6,500	7,000
8419 M&R - STRUCTURES	28,542	15,000	54,500	-
8431 M&R - GROUNDS	52,418	55,000	12,000	5,500
8539 M&R - INSTRUMENTS	14,261	12,500	12,000	12,500
8545 M&R - EQUIPMENT	215,679	200,000	200,000	200,000
8557 M&R - VEHICLES	2,607	5,500	3,000	3,000
8559 M&R - OFFICE EQUIPMENT	334	500	1,200	700
8577 M&R - SOFTWARE	-	-	500	500
8636 COMMUNICATIONS	2,946	2,800	2,700	2,800
8643 DUES	237	340	340	340
8652 FEES & PERMITS	32,142	42,000	44,000	43,000
8660 POSTAGE	3,787	5,000	7,000	5,000
8662 PRINTING	2,473	2,600	2,500	2,600
8664 PROFESSIONAL SERVICES	74,598	107,500	107,500	90,000
8672 RENTAL OF EQUIPMENT	-	4,000	6,000	-
8675 RENTAL OF PROPERTY	600	600	600	600
8684 TRAINING	3,359	4,600	2,800	5,200
8690 TRAVEL EXPENSES	945	1,000	1,000	1,750
8692 TRUCKING	50,010	50,010	50,010	50,100
8820 CAPITAL - STRUCTURES	-	4,000,000	10,000	-
8870 CAPITAL - WATER MAINS	-	100,000	-	-
8880 CAPITAL - IMPROVEMENTS	395,299	-	-	-
8930 CAPITAL - EQUIPMENT	41,913	-	-	12,000
8950 CAPITAL - VEHICLES	39,290	-	39,300	-
TOTAL 60-84	**$ 2,874,411**	**$ 6,802,794**	**$ 2,533,925**	**$ 2,640,258**

TREATMENT PLANT MAINTENANCE SUMMARY

DEPARTMENT		DIVISION
Treatment Plant Maintenance	**6090**	**Water-Wastewater**

DESCRIPTION OF SERVICES

The Treatment Plant Maintenance Department ensures peak performance of the water and wastewater treatment facilities, groundwater wells, pump stations, storage tanks and sewer lift stations. In addition, the group provides customer support for the Utilities Billing Department through activities including customer contacts and reading and maintaining water meters. Through effective maintenance, this department ensures functionality as well as avoiding unnecessary costly repairs or critical failures of these vital assets.

GOALS & OBJECTIVES

1. Ensure that all routine scheduled maintenance is performed correctly (done right the first time).
2. Ensure that all scheduled maintenance is performed on time.
3. Ensure that the majority of repairs are planned versus reactive maintenance.
4. Ensure that the Automated Meter Reading (AMR) system is fully functional.
5. Insure ongoing training for all staff members.
6. Ensure that staff contribute to process improvements.

BUDGET HIGHLIGHTS & CHALLENGES

The Treatment Plant Maintenance Department now includes the meter reading and maintenance group. This year, the focus will shift to planned versus reactive repairs and ensuring that all repairs are done correctly in the timeframe that has been promised. The challenge in implementing these new standards will be that repairs may initially require more time as staff adjusts to these new standards. The reward will be that the majority of work will be planned versus reactive and that the number of repairs will be mitigated as the need for rework is eliminated.

INDICATORS

	Actual 2012-2013*	Estimated 2013-2014	Budgeted 2014-2015
Repairs are done correctly the first time (≥95%)	N/A	95%	N/A
All scheduled work orders (have a completion date) are completed on time (≥95%).	N/A	95%	N/A
Reduction of corrective work orders versus total work orders (<33%)	N/A	30%	N/A
Reduce Automated Meter Reading system rereads (≤10%)	N/A	10%	N/A
All staff receive training each year (≥20 hours)	N/A	20 hours	N/A
All staff members contribute to process improvements (≥12/staff member/year)	N/A	12 per staff member/year	N/A

* These performance measures were instituted during the 2013-2014 fiscal year.

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Water/Wastewater Superintendent	26	1	1	0
Meter Reader	13	1	0	0
Meter Reader Supervisor	15	1	0	0
Meter Service Technician	12	1	0	0
Maintenance Supervisor	20	1	1	0
Senior Maintenance Technician	19	1	1	0
Maintenance Technician	15	2	2	0
TOTAL		8	5	0
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 349,496	$ 343,870	$ 199,900	$ -
BENEFITS	166,338	156,151	96,100	-
SUPPLIES & MATERIALS	47,348	24,650	32,720	-
M&R - LAND, STRUCTURES & STREETS	10,395	500	1,025	-
M&R - EQUIPMENT & VEHICLES	14,452	9,200	10,800	-
CONTRACTURAL & MISC SERVICES	5,929	2,557	9,091	-
CAPITAL OUTLAY - EQUIPMENT	21,786	-	21,182	-
TOTAL 60-90	**$ 615,744**	**$ 536,928**	**$ 370,818**	**$ -**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 333,146	$ 331,370	$ 197,000	$ -
8130 OVERTIME	16,342	12,500	2,700	-
8190 NON-CASH BENEFITS	8	-	200	-
8210 SOCIAL SECURITY CONTRIBUTIONS	20,319	21,300	11,800	-
8220 MEDICARE CONTRIBUTIONS	4,752	4,978	2,800	-
8230 RETIREMENT CONTRIBUTIONS	68,520	64,989	37,200	-
8240 HEALTH/LIFE INSURANCE	72,747	64,884	44,300	-
8301 OFFICE SUPPLIES	267	200	620	-
8322 CLOTHING	5,958	2,400	3,650	-
8336 FUEL & LUBRICANTS	19,660	3,600	11,000	-
8343 LAUNDRY & CLEANING SUPPLIES	157	400	200	-
8357 MEDICAL SUPPLIES	145	250	250	-
8364 MINOR EQUIPMENT	3,648	4,000	3,500	-
8385 UTILITY - GAS FEE	2,781	4,300	7,000	-
8399 OTHER SUPPLIES	14,732	9,500	6,500	-
8419 M&R - STRUCTURES	10,072	500	1,025	-
8431 M&R - GROUNDS	323	-	200	-
8545 M&R - EQUIPMENT	6,019	6,500	5,000	-
8557 M&R - VEHICLES	8,012	2,700	5,500	-
8559 M&R - OFFICE EQUIPMENT	421	-	300	-
8636 COMMUNICATIONS	1,691	750	5,500	-
8643 DUES	838	512	191	-
8664 PROFESSIONAL SERVICES	-	-	100	-
8672 RENTAL OF EQUIPMENT	-	-	200	-
8684 TRAINING	1,944	920	2,500	-
8690 TRAVEL EXPENSES	1,456	375	600	-
8950 CAPITAL - VEHICLES	21,786	-	21,182	-
TOTAL 60-90	**$ 615,744**	**$ 536,928**	**$ 371,018**	**$ -**

WASTEWATER COLLECTION SUMMARY

DEPARTMENT		**DIVISION**
Wastewater Collection	**6096**	Water-Wastewater

DESCRIPTION OF SERVICES

The Wastewater Collections Department is responsible for the maintenance and repair of wastewater lines and manholes within the City's wastewater system.

GOALS & OBJECTIVES

- To implement proper maintenance practices and procedures.
- To implement a proper capital improvement plan.
- To respond to customer calls and complaints as soon as possible.
- To remedy and eliminate sanitary sewer overflows.
- To comply with all rules and regulations set forth by TCEQ.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Miles of sanitary sewer lines	200	200	200
Number of manholes	1,940	1,940	1,940
Number of lift stations	9	9	10

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Supervisor	20	1	1	1
Crewleader	15	2	2	2
Line Operator	10	3	3	4
Project Coordinator	17	0	0	1
Technicians	12	0	0	3
TOTAL		6	6	11
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 170,981	$ 189,396	$ 180,000	$ 513,335
BENEFITS	77,199	95,169	84,900	251,410
SUPPLIES & MATERIALS	25,239	30,120	34,133	87,750
M&R - LAND, STRUCTURES & STREETS	157,746	175,500	125,000	175,300
M&R - EQUIPMENT & VEHICLES	18,320	23,500	11,120	35,900
CONTRACTURAL & MISC SERVICES	11,159	8,650	12,979	22,517
CAPITAL OUTLAY - LAND & STRUCTURES	18,473	2,081,527	0	0
CAPITAL OUTLAY - EQUIPMENT	123,936	280,000	293,405	275,000
TOTAL 60-96	**$ 603,053**	**$ 2,883,862**	**$ 741,537**	**$ 1,361,212**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 156,691	$ 159,396	$ 161,000	$ 470,835
8130 OVERTIME	14,290	30,000	19,000	42,500
8210 SOCIAL SECURITY CONTRIBUTIONS	10,122	11,743	11,000	31,827
8220 MEDICARE CONTRIBUTIONS	2,367	2,663	2,600	7,443
8230 RETIREMENT CONTRIBUTIONS	34,117	35,900	33,200	81,074
8240 HEALTH/LIFE INSURANCE	30,593	44,863	38,100	131,066
8301 OFFICE SUPPLIES	223	0	250	500
8315 CHEMICAL SUPPLIES	70	0	0	0
8322 CLOTHING	2,590	2,420	2,200	6,700
8336 FUEL & LUBRICANTS	26,846	25,000	29,400	43,000
8343 LAUNDRY & CLEANING SUPPLIES	0	0	0	500
8357 MEDICAL SUPPLIES	0	0	0	250
8364 MINOR EQUIPMENT	3,243	700	83	20,500
8385 UTILITY - GAS FEE	0	0	0	4,300
8399 OTHER SUPPLIES	(7,733)	2,000	2,200	12,000
8419 M&R - STRUCTURES	560	500	0	0
8431 M&R - GROUNDS	0	0	0	300
8443 M&R - SANITARY SEWER SYSTEM	128,234	125,000	100,000	125,000
8467 M&R - STREETS, CURBS & ALLEYS	28,952	50,000	25,000	50,000
8545 M&R - EQUIPMENT	12,155	3,500	5,000	11,000
8557 M&R - VEHICLES	6,115	20,000	6,000	24,500
8559 M&R - OFFICE EQUIPMENT	50	0	120	400
8636 COMMUNICATIONS	673	1,300	3,500	8,400
8643 DUES	0	0	0	800
8652 FEES & PERMITS	300	300	300	300
8657 INSURANCE	2,555	0	0	0
8660 POSTAGE	1,797	0	2,414	2,400
8662 PRINTING	1,729	0	1,700	1,800
8664 PROFESSIONAL SERVICES	2,796	1,500	3,500	3,900
8672 RENTAL OF EQUIPMENT	0	0	250	450
8684 TRAINING	909	3,850	865	3,027
8690 TRAVEL EXPENSES	400	1,700	450	1,440
8830 SANITARY SEWER SYSTEMS	18,473	2,081,527	0	0
8930 CAPITAL - EQUIPMENT	0	0	0	100,000
8950 CAPITAL - VEHICLES	123,936	280,000	293,405	175,000
TOTAL 60-96	**$ 603,053**	**$ 2,883,862**	**$ 741,537**	**$ 1,361,212**

WASTEWATER COLLECTION SUMMARY

DEPARTMENT		**DIVISION**
Wastewater Treatment	**6097**	Water-Wastewater

DESCRIPTION OF SERVICES

The Wastewater Treatment Department provides the citizens with an adequate wastewater treatment capability, protecting the public health and the environment, as well as supporting future growth. In addition this department provides treated re-use water to major industrial and irrigation customers, reducing the demand on our potable water supplies.

GOALS & OBJECTIVES

1. Ensure that all water treated complies with all State and Federal regulations.
2. Monitor and test effluent water quality according to State and Federal regulations.
3. Supply effluent water for reuse program.
4. Monitor and supervise all sludge production and disposal operations.
5. Ensure ongoing training for all staff members.
6. Ensure that staff contribute to process improvements.

BUDGET HIGHLIGHTS & CHALLENGES

The Wastewater Treatment staff continues to implement cost saving measures, however, ever-increasing State and Federal regulations also continue to add cost to the operation. One component of these regulations is the requirement for increased monitoring and testing of commercial and industrial wastewater. Looking ahead, the department is investigating an expansion of our treated effluent re-use water capabilities to leverage this valuable resource to our citizen's benefit while also reducing demand on the potable water system.

INDICATORS

	Actual 2012-2013	**Estimated 2013-2014**	**Budgeted 2014-2015**
Average daily water pumped (MGD)	3.75	5	5
Total gallons treated (MG)	1,372	1,825	1,825
Total gallons discharged (MG)	1,170	1,425	1,375
Total gallons pumped to be re-used (MG)	202	400	450
Total influent samples tested	260	260	260
Total effluent samples tested	260	260	260
Number of certification training hours completed	240	240	300

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Water/Wastewater Superintendent	26	0	0	1
Environmental Coordinator	25	1	2	2
Plant Supervisor	23	1	1	1
Assistant Supervisor	17	1	1	1
Water Utilities Secretary	17	1	1	1
Plant Operator	17	1	1	0
Plant Operator	12	5	5	7
Plant Operator	11	3	3	2
TOTAL		13	14	15
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 571,474	$ 672,807	$ 639,200	$ 648,832
BENEFITS	249,006	334,942	296,400	333,085
SUPPLIES & MATERIALS	509,783	620,750	469,500	588,350
M&R - LAND, STRUCTURES & STREETS	17,659	9,000	103,200	4,000
M&R - EQUIPMENT & VEHICLES	191,265	109,800	160,054	161,300
CONTRACTURAL & MISC SERVICES	479,460	527,235	372,100	384,635
CAPITAL OUTLAY - EQUIPMENT	33,155	85,000	89,000	70,000
TOTAL 60-97	**$ 2,051,802**	**$ 2,359,534**	**$ 2,129,454**	**$ 2,190,202**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 516,708	$ 620,807	$ 577,000	$ 596,832
8130 OVERTIME	54,667	52,000	62,000	52,000
8190 NON-CASH BENEFITS	99	-	200	-
8210 SOCIAL SECURITY CONTRIBUTIONS	33,280	41,714	37,100	40,228
8220 MEDICARE CONTRIBUTIONS	7,783	9,756	8,700	9,408
8230 RETIREMENT CONTRIBUTIONS	111,925	127,517	118,300	118,769
8240 HEALTH/LIFE INSURANCE	96,018	155,955	132,300	164,680
8301 OFFICE SUPPLIES	1,393	1,000	950	1,100
8315 CHEMICAL SUPPLIES	126,549	126,700	125,000	125,000
8322 CLOTHING	10,113	4,800	10,000	7,000
8336 FUEL & LUBRICANTS	14,646	8,000	18,000	18,000
8343 LAUNDRY & CLEANING SUPPLIES	1,135	1,500	2,700	1,500
8357 MEDICAL SUPPLIES	37	250	250	250
8364 MINOR EQUIPMENT	2,702	7,000	2,600	9,000
8382 UTILITY - ELECTRICAL FEES	317,160	450,000	285,000	400,000
8388 UTILITY - WATER & SEWER FEES	27,295	15,000	20,000	20,000
8399 OTHER SUPPLIES	8,753	6,500	5,000	6,500
8419 M&R - STRUCTURES	15,325	5,000	100,000	-
8431 M&R - GROUNDS	2,334	4,000	3,200	4,000
8539 M&R - INSTRUMENTS	5,146	7,500	5,500	7,500
8545 M&R - EQUIPMENT	180,638	100,000	150,000	150,000
8557 M&R - VEHICLES	5,285	2,000	3,000	2,000
8559 M&R - OFFICE EQUIPMENT	196	300	300	300
8577 M&R - SOFTWARE	-	-	1,254	1,500
8636 COMMUNICATIONS	3,415	2,900	4,000	4,000
8643 DUES	573	635	600	985
8652 FEES & PERMITS	39,995	41,000	44,000	44,000
8660 POSTAGE	1,646	2,200	2,200	2,200
8664 PROFESSIONAL SERVICES	141,856	125,000	125,000	125,000
8672 RENTAL OF EQUIPMENT	-	-	200	250
8684 TRAINING	6,300	4,000	4,800	5,200
8690 TRAVEL EXPENSES	1,324	1,500	1,300	3,000
8692 TRUCKING	284,351	300,000	190,000	200,000
8698 DISPOSAL RELATED COSTS	-	50,000	-	-
8930 CAPITAL - EQUIPMENT	33,155	60,000	64,000	70,000
8950 CAPITAL - VEHICLES	-	25,000	25,000	-
TOTAL 60-97	**$ 2,051,802**	**$ 2,359,534**	**$ 2,129,454**	**$ 2,190,202**

Airport Fund

2014-2015

ENTERPRISE FUND

MUNICIPAL AIRPORT

Fund 61

Summary of Receipts & Disbursements

2014-2015

	ACTUAL 2012-2013	AMENDED BUDGET 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
Beginning Fund Balance	$ 795,162	$ 757,140	$ 757,140	$ 572,876
Receipts:				
Airport Rent	158,650	164,000	168,000	168,000
Mineral Lease & Royalty Revenue	95,144	24,000	69,000	69,000
Fuel Sales	989,961	950,000	960,000	960,000
Merchandise Sales	6,904	6,000	2,000	2,000
Miscellaneous Non-Operating Income	16,252	-	-	-
Interest on Investments	1,573	2,500	700	700
Total Receipts	1,268,484	1,146,500	1,199,700	1,199,700
Transfers In:				
Contributions	567	-	447	-
TxDOT Grant	61,760	30,000	50,000	50,000
Total Transfers In	62,327	30,000	50,447	50,000
TOTAL FUNDS AVAILABLE	2,125,973	1,933,640	2,007,287	1,822,576
Expenditures:				
Salaries	127,084	143,226	129,100	155,654
Benefits	57,557	73,169	66,300	78,249
Supplies	34,111	34,850	37,188	47,666
Maintenance - Building	38,042	38,100	67,600	38,100
Maintenance - Equipment	25,818	17,600	26,943	18,200
Services	72,799	81,956	81,200	83,217
Miscellaneous Services	872,865	875,000	875,000	875,000
Capital Land, Structures & Equipment	-	183,500	25,850	223,500
Total Expenditures:	1,228,276	1,447,401	1,309,181	1,519,586
Other (Sources) Uses of Funds:				
Sale of Assets	-	-	-	-
Transfer to General Capital Fund - 53	1,487	-	230	-
Transfer to General Fund - 01	139,070	100,000	125,000	155,000
Total Out:	140,557	100,000	125,230	155,000
TOTAL USES OF FUNDS	1,368,833	1,547,401	1,434,411	1,674,586
Ending Fund Balance	$ 757,140	$ 386,239	$ 572,876	$ 147,990

AIRPORT SUMMARY

DEPARTMENT		DIVISION
Airport	6154	Public Service-Community

DESCRIPTION OF SERVICES

The Cleburne Regional Airport is a general aviation facility that provides facilities and services for corporate, private and aero medical aircraft. The airport has 24 hour aircraft fuel availability and hangaring facilities. Services such as management, operations, maintenance and support for airport runways, taxiways, terminal building, field lighting and weather observation systems are also provided.

The airport offices are open 7 days a week Monday thru Friday 8:00AM-5:00PM, Saturday and Sunday 8:00AM-4:00PM. The airport offices are closed Thanksgiving Day, Christmas Day & New Years Day.

GOALS & OBJECTIVES

1. The objective of the airport is to provide excellent customer service and a safe, secure environment for the flying public.
2. The airport master plan can be located on the City of Cleburne website: http://www.cleburne.net/files/pages/airport/master_plan.pdf
3. One of the main goals is to maintain the existing structures and prepare to build more hangars to meet the growing need for more facilities. We are currently at 100% occupancy.

BUDGET HIGHLIGHTS & CHALLENGES

We have completed the pavement rehabilitation and runway lighting project this year. During the project it was discovered that many of our pavements are not capable of handling the larger aircraft that have been coming to the airport. We will be working with the Texas Department of Transportation to start scheduling more repairs and rehabilitation over the next 5-10 years.

This year we have been performing general maintenance on the hangars and will continue to do so this next budget year. The Routine Airport Maintenance Program grant has helped to fund the repairs and preventive maintenance of the facilities.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Fuel purchases for resale	$875,000	$875,000	$900,000

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Airport Manager	23	1	1	1
Airport Clerk	11	1	1	1
Maintenance Worker	11	1	1	1
TOTAL		3	3	3
Part Time		2	2	2

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ 127,084	$ 143,226	$ 129,100	$ 155,654
BENEFITS	57,556	73,169	66,300	78,249
SUPPLIES & MATERIALS	34,112	34,850	37,188	47,666
M&R - LAND, STRUCTURES & STREETS	38,042	38,100	67,600	38,100
M&R - EQUIPMENT & VEHICLES	25,818	17,600	26,943	18,200
CONTRACTURAL & MISC SERVICES	72,799	81,956	81,200	83,217
MISC & SUNDRY CHARGES	864,167	875,000	875,000	875,000
CAPITAL OUTLAY - LAND & STRUCTURES	82,911	-	25,850	223,500
CAPITAL OUTLAY - EQUIPMENT	226,910	183,500	-	-
TOTAL 61-54	**$ 1,529,399**	**$ 1,447,401**	**$ 1,309,181**	**$ 1,519,586**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ 123,741	$ 140,226	$ 128,000	$ 152,654
8130 OVERTIME	3,343	3,000	1,100	3,000
8210 SOCIAL SECURITY CONTRIBUTIONS	7,414	8,880	7,500	9,651
8220 MEDICARE CONTRIBUTIONS	1,734	2,003	1,800	2,257
8230 RETIREMENT CONTRIBUTIONS	23,879	25,121	23,900	25,328
8240 HEALTH/LIFE INSURANCE	21,560	32,165	27,800	35,513
8250 WORKERS COMPENSATION	2,969	5,000	5,300	5,500
8301 OFFICE SUPPLIES	2,033	1,500	2,000	1,500
8308 BOOKS & SUBSCRIPTIONS	212	400	380	400
8315 CHEMICAL SUPPLIES	745	1,200	1,000	1,200
8322 CLOTHING	1,047	250	1,168	600
8336 FUEL & LUBRICANTS	5,010	4,400	4,000	4,400
8343 LAUNDRY & CLEANING SUPPLIES	208	300	300	300
8364 MINOR EQUIPMENT	85	-	3,500	12,000
8382 UTILITY - ELECTRICAL FEES	18,241	18,000	17,000	18,000
8388 UTILITY - WATER & SEWER FEES	2,293	2,800	2,800	2,800
8399 OTHER SUPPLIES	4,238	6,000	5,040	6,466
8419 M&R - STRUCTURES	35,836	30,000	59,500	30,000
8431 M&R - GROUNDS	2,097	5,500	5,500	5,500
8479 M&R - WALKS & FENCES	109	2,600	2,600	2,600
8515 M&R - COPIERS	441	-	-	-
8539 M&R - INSTRUMENTS	7,010	5,200	9,219	5,200
8545 M&R - EQUIPMENT	11,482	5,400	9,000	6,000
8557 M&R - VEHICLES	1,890	4,000	3,960	4,000
8559 M&R - OFFICE EQUIPMENT	179	1,000	500	1,000
8569 M&R - RADIOS	-	2,000	2,000	2,000
8574 M&R - STREET LIGHTS	4,816	-	2,264	-
8608 ADVERTISING	3,672	5,000	4,000	5,000
8615 AUDITS	1,775	1,500	2,000	1,500
8636 COMMUNICATIONS	6,960	7,000	7,000	7,000
8643 DUES	845	2,012	2,000	2,112
8652 FEES & PERMITS	212	300	300	300
8657 INSURANCE	9,726	10,000	9,945	10,000
8660 POSTAGE	466	500	450	500
8664 PROFESSIONAL SERVICES	32,689	32,989	32,850	32,950
8672 RENTAL OF EQUIPMENT	14,832	15,600	15,600	16,800
8684 TRAINING	421	2,295	2,295	2,295
8690 TRAVEL EXPENSES	1,146	4,760	4,760	4,760
8699 OTHER MISCELLANEOUS SERVICES	55	-	-	-
8727 COST OF SALES	864,167	875,000	875,000	875,000
8820 CAPITAL - STRUCTURES	79,757	-	350	40,000
8860 CAPITAL - WALKS & FENCES	3,154	-	-	-
8880 CAPITAL - IMPROVEMENT	-	-	25,500	183,500
8990 CAPITAL - OTHER EXPENDITURES	226,910	183,500	-	-
TOTAL 61-54	**$ 1,529,399**	**$ 1,447,401**	**$ 1,309,181**	**$ 1,519,586**

Drainage Utility Fund

2014-2015

ENTERPRISE FUND

UTILITY DRAINAGE

Fund 63

Summary of Receipts & Disbursements

2014-2015

	ACTUAL 2012-2013	AMENDED BUDGET 2013-2014	ESTIMATED 2013-2014	PROPOSED 2014-2015
Beginning Fund Balance	$ 375,852	$ 765,653	$ 765,653	$ 501,663
Receipts:				
Drainage Utility Revenue	543,135	510,000	530,000	530,000
Penalty Charges	8,555	8,500	8,500	8,500
Non-Operating Revenues	-	-	-	-
Interest on Investments	694	2,500	700	700
Total Receipts:	552,384	521,000	539,200	539,200
TOTAL FUNDS AVAILABLE	928,236	1,286,653	1,304,853	1,040,863
Expenditures:				
Salaries	-	-	-	56,277
Benefits	(199)	-	-	41,926
Supplies	9,989	12,000	12,000	12,100
Maintenance - Building	93,448	150,000	150,000	150,000
Maintenance - Equipment	6,950	7,000	4,700	7,000
Services	14,823	64,320	8,790	16,200
Misc Charges	-	-	-	-
Capital Land, Structures & Equipment	-	607,700	607,700	540,000
Total Expenditures:	125,011	841,020	783,190	823,503
Other (Sources) Uses of Funds:				
Contributions - Developers	-	-	-	-
Transfer to General Fund	37,572	35,000	20,000	70,000
Sale of Assets	-	-	-	-
Reserve for Projects	650,000	200,000	400,000	-
Total (In)/Out:	687,572	235,000	420,000	70,000
TOTAL USES OF FUNDS	812,583	1,076,020	1,203,190	893,503
Ending Fund Balance	$ 115,653	$ 210,633	$ 101,663	$ 147,360

DRAINAGE UTILITY SUMMARY

DEPARTMENT		DIVISION
Drainage Utility	6398	Public Works

DESCRIPTION OF SERVICES

Drainage Utility provides maintenance, repair, rehabilitation and installation to the storm drainage system to minimize degradation, erosion and sedimentation to ensure public safety, proper growth and reduce property damage.

GOALS & OBJECTIVES

- Continue proper cleaning and maintenance of drainage easements and right of ways.
- Continue the Vegetative Management Program.
- Continue and expand the drainage system capital improvements.

INDICATORS

	Actual 2012-2013	Estimated 2013-2014	Budgeted 2014-2015
Miles of storm sewer	28	28	28
Acres of drainage right of ways	100	100	100

PERSONNEL SCHEDULE

Full Time	Pay Grade	2012-2013	2013-2014	2014-2015
Equipment Operator	13	0	0	1
Maintenance Worker	10	0	0	1
TOTAL		0	0	2
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
SALARIES & WAGES	$ -	$ -	$ -	$ 56,277
BENEFITS	(199)	0	0	41,927
SUPPLIES & MATERIALS	9,989	12,000	12,000	12,000
M&R - LAND, STRUCTURES & STREETS	93,448	150,000	150,000	150,000
M&R - EQUIPMENT & VEHICLES	6,950	7,000	4,700	7,000
CONTRACTURAL & MISC SERVICES	14,822	64,320	8,790	16,200
CAPITAL OUTLAY - LAND & STRUCTURES	66,683	607,700	607,700	540,000
TOTAL 63-98	**$ 191,693**	**$ 841,020**	**$ 783,190**	**$ 823,404**

ACCOUNT	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 PROPOSED
8110 PERSONNEL	$ -	$ -	$ -	$ 56,277
8210 SOCIAL SECURITY CONTRIBUTIONS	-	-	-	3,489
8220 MEDICARE CONTRIBUTIONS	-	-	-	816
8230 RETIREMENT CONTRIBUTIONS	-	-	-	10,302
8240 HEALTH/LIFE INSURANCE	-	-	-	27,320
8250 WORKERS COMPENSATION	(199)	-	-	-
8336 FUEL & LUBRICANTS	9,989	12,000	12,000	12,000
8399 OTHER SUPPLIES	-	-	-	100
8455 M&R - STORM SEWER SYSTEMS	93,448	150,000	150,000	150,000
8545 M&R - EQUIPMENT	625	-	-	-
8557 M&R - VEHICLES	6,325	7,000	4,700	7,000
8615 AUDITS	1,908	500	500	500
8643 DUES	-	255	90	-
8657 INSURANCE	809	1,000	900	1,000
8664 PROFESSIONAL SERVICES	12,090	60,165	7,300	12,300
8684 TRAINING	15	750	-	750
8690 TRAVEL EXPENSES	-	1,650	-	1,650
8840 CAPITAL - DRAINAGE SYSTEMS	66,683	607,700	607,700	540,000
TOTAL 63-98	**$ 191,693**	**$ 841,020**	**$ 783,190**	**$ 823,504**

Revenue Debt Service Funds

2014-2015

REVENUE DEBT SERVICE

Statement of Bond Indebtedness

2014-2015

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired In Previous Years	Debt Balance 10-01-2014
Waterworks and Sewer System Revenue Bonds, Series 2009A Engineering development for the water inlet to Lake Pat Cleburne from the new water treatment plant.	20	$ 1,180,000.00	$ 130,000.00	$ 1,050,000.00
Waterworks and Sewer System Revenue Bonds, Series 2009B Engineering development for additional water treatment plant located at Lake Whiteney.	20	$ 4,750,000.00	$ 510,000.00	$ 4,240,000.00
Waterworks and Sewer System Revenue Bonds, Series 2010 Construction for expansion of the Cleburne Water Treatment Plant.	20	$ 14,500,000.00	$ 1,450,000.00	$ 13,050,000.00
Waterworks and Sewer System Revenue Refunding Bonds, Series 2010 Proceeds used to refund the City's outstanding Waterworks and Sewer System Revenue Bonds, Series 2001 and pay the costs associated with the issuance of the bonds.	15	$ 4,860,000.00	$ 1,715,000.00	$ 3,145,000.00
Waterworks & Sewer Revenue Bonds, Series 2013 Land Acquisition for the Lake Whitney Supply Line Project.	20	$ 2,380,000.00	$ 0	$ 2,380,000.00
Combination Tax & Revenue Certificates of Obligation, Series 2013 Replacement of infrastructure, replacement of a water tower, and to increase water supply.	20	$ 8,430,000.00	$ 0	$ 8,430,000.00
Combination Tax & Revenue Refunding Bonds, Series 2013 Refund parts of the 2005 and 2006 Waterworks and Sewer System Refunding and Improvements Revenue Bonds. Also refunded part of the 2009 Certificate of Obligation Bond	12	$ 37,390,000.00	$ 0	$ 37,390,000.00
		$73,490,000.00	**$ 3,805,000.00**	**$69,685,000.00**

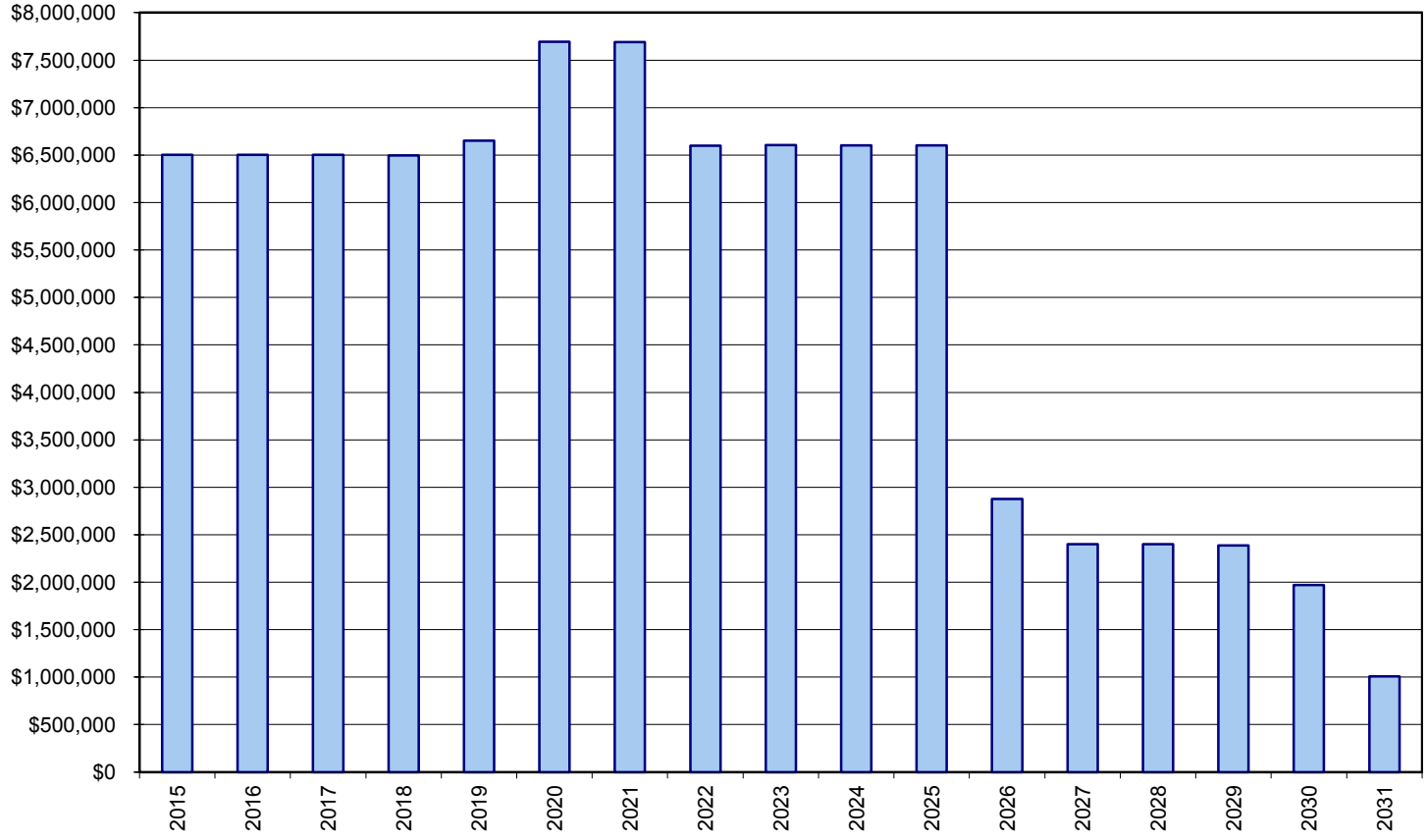
REVENUE DEBT SERVICE

Debt Service Requirements

2014-2015

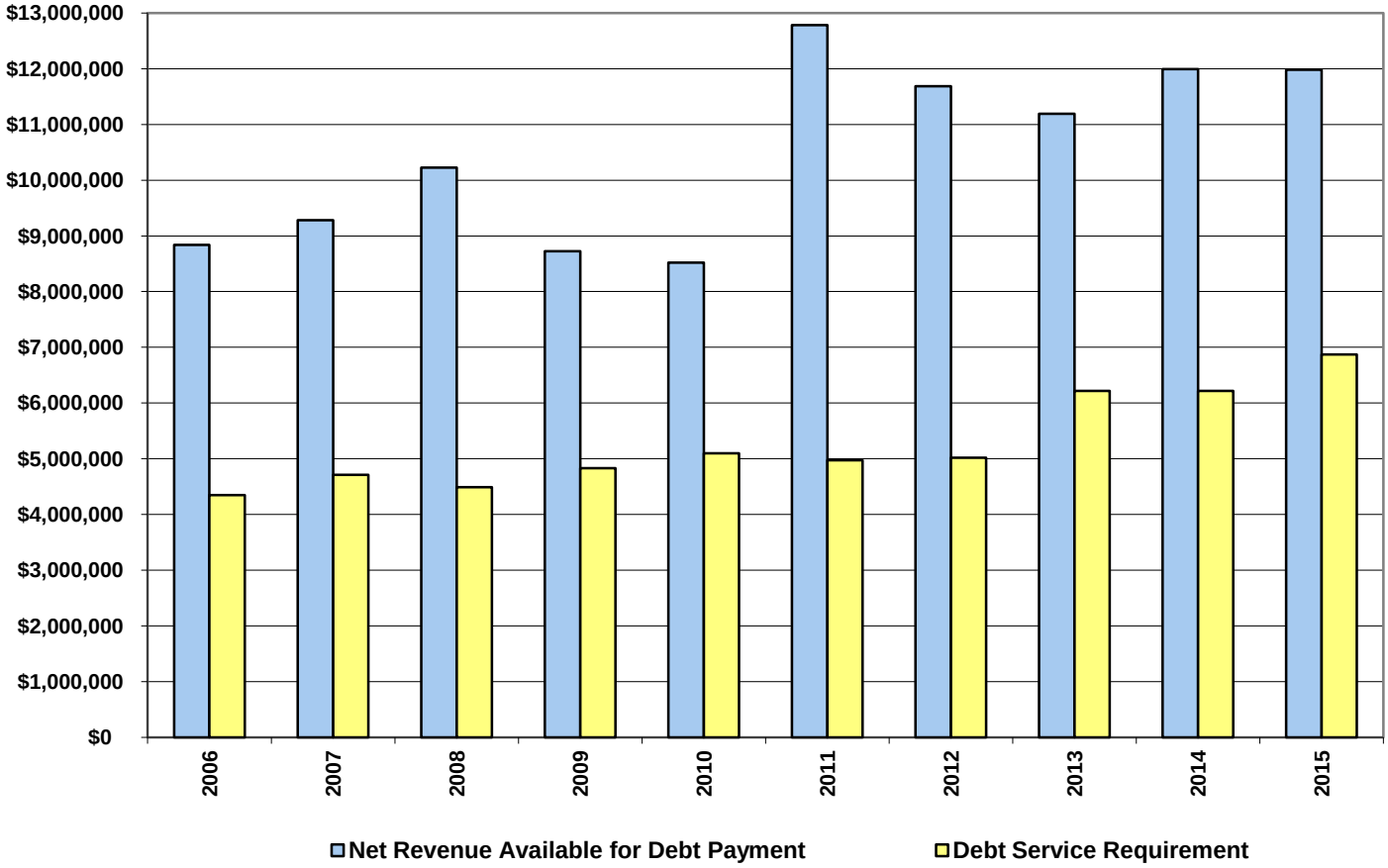
Issue Year	Title and Purpose	Outstanding 10/01/2014	Current Requirements		
			Principal	Interest	Total
2009A	Waterworks and Sewer System Revenue Bonds	1,050,000.00	65,000.00	21,756.65	86,756.65
2009B	Waterworks and Sewer System Revenue Bonds	4,240,000.00	255,000.00	88,492.01	343,492.01
2010	Waterworks and Sewer System Revenue Bonds	13,050,000.00	725,000.00	241,086.93	966,086.93
2010	Waterworks and Sewer System Refunding Revenue Bonds	3,145,000.00	155,000.00	121,968.76	276,968.76
2013	Waterworks & Sewer Revenue Bonds, Series 2013	2,380,000.00	120,000.00	20,584.50	140,584.50
2013	Combination Tax & Revenue Certificate of Obligation, Series 2013	8,430,000.00	170,000.00	344,050.00	514,050.00
2013	Combination Tax & Revenue Refunding Bonds, Series 2013	37,390,000.00	2,465,000.00	1,708,250.00	4,173,250.00
			$ 3,955,000.00	**$ 2,546,188.85**	**$ 6,501,188.85**
TOTAL BONDS OUTSTANDING		**$69,685,000.00**			

Enterprise Debt Outstanding
Schedule of Debt Requirements



Fiscal Year Ending 09-30	Principal	Interest	Total
2015	3,955,000.00	2,546,188.85	6,501,188.85
2016	4,070,000.00	2,432,100.23	6,502,100.23
2017	4,190,000.00	2,311,798.05	6,501,798.05
2018	4,315,000.00	2,181,577.10	6,496,577.10
2019	4,625,000.00	2,025,402.60	6,650,402.60
2020	5,880,000.00	1,812,846.95	7,692,846.95
2021	6,130,000.00	1,559,251.66	7,689,251.66
2022	5,280,000.00	1,319,012.76	6,599,012.76
2023	5,510,000.00	1,095,920.55	6,605,920.55
2024	5,740,000.00	862,938.44	6,602,938.44
2025	5,990,000.00	613,206.29	6,603,206.29
2026	2,430,000.00	448,145.64	2,878,145.64
2027	2,015,000.00	384,427.49	2,399,427.49
2028	2,075,000.00	324,696.36	2,399,696.36
2029	2,130,000.00	258,075.71	2,388,075.71
2030	1,780,000.00	191,842.93	1,971,842.93
2031	865,000.00	142,069.00	1,007,069.00
2032	905,000.00	102,253.75	1,007,253.75
2033	950,000.00	59,935.00	1,009,935.00
2034	850,000.00	19,125.00	869,125.00
	$ 69,685,000.00	$ 20,690,814.36	$ 90,375,814.36

Revenue Debt Service Fund
Bond Coverage
2006 - 2015



Fiscal Year Ended	Gross Revenue	Direct Operating Expenses	Net Revenue Available for Debt Service	Debt Service Principal	Debt Service Interest	Debt Service Total	Coverage
2006	15,351,317	6,512,264	8,839,053	1,780,000	2,569,149	4,349,149	2.03
2007	15,462,922	6,178,818	9,284,104	1,815,000	2,896,679	4,711,679	1.97
2008	18,142,912	7,898,642	10,244,270	1,865,000	2,627,070	4,492,070	2.28
2009	17,181,436	8,454,314	8,727,122	2,305,000	2,525,063	4,830,063	1.81
2010	16,904,837	8,383,740	8,521,097	2,410,000	2,688,526	5,098,526	1.67
2011	19,709,477	6,927,425	12,782,052	2,515,000	2,458,262	4,973,262	2.57
2012	19,776,999	8,090,055	11,686,944	2,630,000	2,386,902	5,016,902	2.33
2013	19,947,146	8,755,519	11,191,627	3,830,000	2,386,360	6,216,360	1.80
Estimated 2014	19,527,066	7,535,169	11,991,897	3,945,000	2,272,802	6,217,802	1.93
Budgeted 2015	20,504,454	8,525,885	11,978,569	3,955,000	2,546,189	6,501,189	1.84

The Estimated 2015 Coverage Ratio will be covered by a rate mitigation fund and fund balance which will be approximately $4,678,238 on September 30, 2015.

CITY OF CLEBURNE

$1,180,000.00

Waterworks & Sewer System Revenue Bonds

Series 2009A

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	65,000.00	0.338%	2-15-15	10,933.25	8-15-15	10,823.40	**86,756.65**
2-15-16	65,000.00	0.558%	2-15-16	10,823.40	8-15-16	10,642.05	**86,465.45**
2-15-17	65,000.00	0.798%	2-15-17	10,642.05	8-15-17	10,382.70	**86,024.75**
2-15-18	65,000.00	1.038%	2-15-18	10,382.70	8-15-18	10,045.35	**85,428.05**
2-15-19	65,000.00	1.452%	2-15-19	10,045.35	8-15-19	9,573.45	**84,618.80**
2-15-20	65,000.00	1.812%	2-15-20	9,573.45	8-15-20	8,984.55	**83,558.00**
2-15-21	65,000.00	2.139%	2-15-21	8,984.55	8-15-21	8,289.38	**82,273.93**
2-15-22	70,000.00	2.267%	2-15-22	8,289.38	8-15-22	7,495.93	**85,785.31**
2-15-23	70,000.00	2.532%	2-15-23	7,495.93	8-15-23	6,609.73	**84,105.66**
2-15-24	70,000.00	2.695%	2-15-24	6,609.73	8-15-24	5,666.48	**82,276.21**
2-15-25	75,000.00	2.814%	2-15-25	5,666.48	8-15-25	4,611.23	**85,277.71**
2-15-26	75,000.00	2.885%	2-15-26	4,611.23	8-15-26	3,529.35	**83,140.58**
2-15-27	80,000.00	2.931%	2-15-27	3,529.35	8-15-27	2,356.95	**85,886.30**
2-15-28	80,000.00	3.018%	2-15-28	2,356.95	8-15-28	1,149.75	**83,506.70**
2-15-29	75,000.00	3.066%	2-15-29	1,149.75	8-15-29	0	**76,149.75**
	$ 1,050,000.00			**$ 111,093.55**		**$ 100,160.30**	**$ 1,261,253.85**

Interest Rate:	0% - 3.066%
Amount Issued:	$1,180,000.00
Amount Outstanding:	$1,050,000.00
Term (Years):	20 years
Paying Agent:	The Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$4,750,000.00

Waterworks & Sewer System Revenue Bonds

Series 2009B

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	255,000.00	0.338%	2-15-15	44,461.48	8-15-15	44,030.53	**343,492.01**
2-15-16	255,000.00	0.558%	2-15-16	44,030.53	8-15-16	43,319.08	**342,349.61**
2-15-17	255,000.00	0.798%	2-15-17	43,319.08	8-15-17	42,301.63	**340,620.71**
2-15-18	260,000.00	1.038%	2-15-18	42,301.63	8-15-18	40,952.23	**343,253.86**
2-15-19	260,000.00	1.452%	2-15-19	40,952.23	8-15-19	39,064.63	**340,016.86**
2-15-20	265,000.00	1.812%	2-15-20	39,064.63	8-15-20	36,663.73	**340,728.36**
2-15-21	270,000.00	2.139%	2-15-21	36,663.73	8-15-21	33,776.08	**340,439.81**
2-15-22	275,000.00	2.267%	2-15-22	33,776.08	8-15-22	30,658.95	**339,435.03**
2-15-23	280,000.00	2.532%	2-15-23	30,658.95	8-15-23	27,114.15	**337,773.10**
2-15-24	290,000.00	2.695%	2-15-24	27,114.15	8-15-24	23,206.40	**340,320.55**
2-15-25	295,000.00	2.814%	2-15-25	23,206.40	8-15-25	19,055.75	**337,262.15**
2-15-26	305,000.00	2.885%	2-15-26	19,055.75	8-15-26	14,656.13	**338,711.88**
2-15-27	315,000.00	2.931%	2-15-27	14,656.13	8-15-27	10,039.80	**339,695.93**
2-15-28	325,000.00	3.018%	2-15-28	10,039.80	8-15-28	5,135.55	**340,175.35**
2-15-29	335,000.00	3.066%	2-15-29	5,135.55	8-15-29	0	**340,135.55**
	$ 4,240,000.00			**$ 454,436.12**		**$ 409,974.64**	**$ 5,104,410.76**

Interest Rate:	0% - 3.066%
Amount Issued:	$4,750,000.00
Amount Outstanding:	$4,240,000.00
Term (Years):	20 years
Paying Agent:	The Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$14,500,000.00

Waterworks & Sewer System Revenue Bonds

Series 2010

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	725,000.00	0.391%	2-15-15	121,252.15	8-15-15	119,834.78	**966,086.93**
2-15-16	730,000.00	0.661%	2-15-16	119,834.78	8-15-16	117,422.13	**967,256.91**
2-15-17	735,000.00	0.965%	2-15-17	117,422.13	8-15-17	113,927.20	**966,349.33**
2-15-18	745,000.00	1.151%	2-15-18	113,927.20	8-15-18	109,639.73	**968,566.93**
2-15-19	755,000.00	1.321%	2-15-19	109,639.73	8-15-19	104,652.95	**969,292.68**
2-15-20	765,000.00	1.591%	2-15-20	104,652.95	8-15-20	98,567.38	**968,220.33**
2-15-21	780,000.00	1.819%	2-15-21	98,567.38	8-15-21	91,473.28	**970,040.66**
2-15-22	795,000.00	1.984%	2-15-22	91,473.28	8-15-22	83,586.88	**970,060.16**
2-15-23	810,000.00	2.097%	2-15-23	83,586.88	8-15-23	75,094.03	**968,680.91**
2-15-24	825,000.00	2.091%	2-15-24	75,094.03	8-15-24	66,468.65	**966,562.68**
2-15-25	845,000.00	2.284%	2-15-24	66,468.68	8-15-24	56,818.75	**968,287.43**
2-15-26	865,000.00	2.371%	2-15-24	56,818.75	8-15-24	46,564.18	**968,382.93**
2-15-27	885,000.00	2.442%	2-15-24	46,564.18	8-15-24	35,758.33	**967,322.51**
2-15-28	905,000.00	2.514%	2-15-24	35,758.33	8-15-24	24,382.48	**965,140.81**
2-15-29	930,000.00	2.587%	2-15-24	24,382.48	8-15-24	12,352.93	**966,735.41**
2-15-30	955,000.00	2.587%	2-15-24	12,352.93	8-15-24	0	**967,352.93**
	$ 13,050,000.00			**$ 1,277,795.86**		**$ 1,156,543.68**	**$ 15,484,339.54**

Interest Rate:	0.021% - 2.587%
Amount Issued:	$14,500,000.00
Amount Outstanding:	$13,050,000.00
Term (Years):	20 years
Paying Agent:	The Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$4,860,000.00

Waterworks & Sewer System Revenue Refunding Bonds

Series 2010

PRINCIPAL			INTEREST					TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount		
2-15-15	155,000.00	3.000%	2-15-15	62,146.88	8-15-15	59,821.88		**276,968.76**
2-15-16	160,000.00	3.000%	2-15-16	59,821.88	8-15-16	57,421.88		**277,243.76**
2-15-17	165,000.00	3.000%	2-15-17	57,421.88	8-15-17	54,946.88		**277,368.76**
2-15-18	170,000.00	4.000%	2-15-18	54,946.88	8-15-18	51,546.88		**276,493.76**
2-15-19	175,000.00	4.000%	2-15-19	51,546.88	8-15-19	48,046.88		**274,593.76**
2-15-20	185,000.00	4.000%	2-15-20	48,046.88	8-15-20	44,346.88		**277,393.76**
2-15-21	190,000.00	4.000%	2-15-21	44,346.88	8-15-21	40,546.88		**274,893.76**
2-15-22	200,000.00	4.000%	2-15-22	40,546.88	8-15-22	36,546.88		**277,093.76**
2-15-23	855,000.00	4.125%	2-15-23	36,546.88	8-15-23	18,912.50		**910,459.38**
2-15-24	890,000.00	4.250%	2-15-24	18,912.50	8-15-24	0		**908,912.50**
	$ 3,145,000.00			**$ 474,284.42**		**$ 412,137.54**		**$ 4,031,421.96**

Interest Rate:	2.000% - 4.250%
Amount Issued:	$4,860,000.00
Amount Outstanding:	$3,145,000.00
Term (Years):	15 years
Paying Agent:	The Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$8,430,000
Certificates of Obligation
Series 2013
Combination Tax & Revenue

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	170,000.00	2.000%	2-15-15	172,875.00	8-15-15	171,175.00	**514,050.00**
2-15-16	170,000.00	2.000%	2-15-16	171,175.00	8-15-16	169,475.00	**510,650.00**
2-15-17	175,000.00	2.000%	2-15-17	169,475.00	8-15-17	167,725.00	**512,200.00**
2-15-18	175,000.00	2.000%	2-15-18	167,725.00	8-15-18	165,975.00	**508,700.00**
2-15-19	180,000.00	2.000%	2-15-19	165,975.00	8-15-19	164,175.00	**510,150.00**
2-15-20	185,000.00	3.000%	2-15-20	164,175.00	8-15-20	161,400.00	**510,575.00**
2-15-21	190,000.00	3.000%	2-15-21	161,400.00	8-15-21	158,550.00	**509,950.00**
2-15-22	195,000.00	3.000%	2-15-22	158,550.00	8-15-22	155,625.00	**509,175.00**
2-15-23	210,000.00	3.000%	2-15-23	155,625.00	8-15-23	152,475.00	**518,100.00**
2-15-24	210,000.00	3.250%	2-15-24	152,475.00	8-15-24	149,062.50	**511,537.50**
2-15-25	220,000.00	3.500%	2-15-25	149,062.50	8-15-25	145,212.50	**514,275.00**
2-15-26	590,000.00	3.500%	2-15-26	145,212.50	8-15-26	134,887.50	**870,100.00**
2-15-27	610,000.00	3.750%	2-15-27	134,887.50	8-15-27	123,450.00	**868,337.50**
2-15-28	635,000.00	4.000%	2-15-28	123,450.00	8-15-28	110,750.00	**869,200.00**
2-15-29	660,000.00	5.000%	2-15-29	110,750.00	8-15-29	94,250.00	**865,000.00**
2-15-30	695,000.00	5.000%	2-15-30	94,250.00	8-15-30	76,875.00	**866,125.00**
2-15-31	730,000.00	5.000%	2-15-31	76,875.00	8-15-31	58,625.00	**865,500.00**
2-15-32	770,000.00	5.000%	2-15-32	58,625.00	8-15-32	39,375.00	**868,000.00**
2-15-33	810,000.00	5.000%	2-15-33	39,375.00	8-15-33	19,125.00	**868,500.00**
2-15-34	850,000.00	4.500%	2-15-34	19,125.00		-	**869,125.00**
	$ 8,430,000.00			**$ 2,591,062.50**		**$ 2,418,187.50**	**$ 13,439,250.00**

Interest Rate:	2.000% - 5.000%
Amount Issued:	$8,430,000.00
Amount Outstanding:	$8,430,000.00
Term (Years):	20 Years
Paying Agent:	Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$37,390,000

Combination Tax & Revenue Refunding Bonds

Series 2013

PRINCIPAL			INTEREST					TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount		
2-15-15	2,465,000.00	4.000%	2-15-15	878,775.00	8-15-15	829,475.00		**4,173,250.00**
2-15-16	2,570,000.00	4.000%	2-15-16	829,475.00	8-15-16	778,075.00		**4,177,550.00**
2-15-17	2,675,000.00	4.000%	2-15-17	778,075.00	8-15-17	724,575.00		**4,177,650.00**
2-15-18	2,780,000.00	4.000%	2-15-18	724,575.00	8-15-18	668,975.00		**4,173,550.00**
2-15-19	3,070,000.00	4.000%	2-15-19	668,975.00	8-15-19	592,225.00		**4,331,200.00**
2-15-20	4,295,000.00	5.000%	2-15-20	592,225.00	8-15-20	484,850.00		**5,372,075.00**
2-15-21	4,515,000.00	5.000%	2-15-21	484,850.00	8-15-21	371,975.00		**5,371,825.00**
2-15-22	3,625,000.00	5.000%	2-15-22	371,975.00	8-15-22	281,350.00		**4,278,325.00**
2-15-23	3,165,000.00	5.000%	2-15-23	281,350.00	8-15-23	202,225.00		**3,648,575.00**
2-15-24	3,330,000.00	5.000%	2-15-24	202,225.00	8-15-24	118,975.00		**3,651,200.00**
2-15-25	4,430,000.00	5.000%	2-15-25	118,975.00	8-15-25	8,225.00		**4,557,200.00**
2-15-26	470,000.00	3.500%	2-15-26	8,225.00	8-15-26	-		**478,225.00**
	$ 37,390,000.00			**$ 5,939,700.00**		**$ 5,060,925.00**		**$ 48,390,625.00**

Interest Rate:	3.500% - 5.000%
Amount Issued:	$37,390,000.00
Amount Outstanding:	$37,390,000.00
Term (Years):	12 Years
Paying Agent:	Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

CITY OF CLEBURNE

$2,380,000

Waterworks & Sewer System Revenue Bonds

Series 2013

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-15	120,000.00	0.000%	2-15-15	10,292.25	8-15-15	10,292.25	**140,584.50**
2-15-16	120,000.00	0.000%	2-15-16	10,292.25	8-15-16	10,292.25	**140,584.50**
2-15-17	120,000.00	0.000%	2-15-17	10,292.25	8-15-17	10,292.25	**140,584.50**
2-15-18	120,000.00	0.000%	2-15-18	10,292.25	8-15-18	10,292.25	**140,584.50**
2-15-19	120,000.00	0.090%	2-15-19	10,292.25	8-15-19	10,238.25	**140,530.50**
2-15-20	120,000.00	0.300%	2-15-20	10,238.25	8-15-20	10,058.25	**140,296.50**
2-15-21	120,000.00	0.480%	2-15-21	10,058.25	8-15-21	9,770.25	**139,828.50**
2-15-22	120,000.00	0.670%	2-15-22	9,770.25	8-15-22	9,368.25	**139,138.50**
2-15-23	120,000.00	0.850%	2-15-23	9,368.25	8-15-23	8,858.25	**138,226.50**
2-15-24	125,000.00	0.940%	2-15-24	8,858.25	8-15-24	8,270.75	**142,129.00**
2-15-25	125,000.00	1.020%	2-15-25	8,270.75	8-15-25	7,633.25	**140,904.00**
2-15-26	125,000.00	1.090%	2-15-26	7,633.25	8-15-26	6,952.00	**139,585.25**
2-15-27	125,000.00	1.150%	2-15-27	6,952.00	8-15-27	6,233.25	**138,185.25**
2-15-28	130,000.00	1.220%	2-15-28	6,233.25	8-15-28	5,440.25	**141,673.50**
2-15-29	130,000.00	1.270%	2-15-29	5,440.25	8-15-29	4,614.75	**140,055.00**
2-15-30	130,000.00	1.330%	2-15-30	4,614.75	8-15-30	3,750.25	**138,365.00**
2-15-31	135,000.00	1.380%	2-15-31	3,750.25	8-15-31	2,818.75	**141,569.00**
2-15-32	135,000.00	2.050%	2-15-32	2,818.75	8-15-32	1,435.00	**139,253.75**
2-15-33	140,000.00	2.050%	2-15-33	1,435.00	8-15-33	-	**141,435.00**
	$ 2,380,000.00			**$ 146,902.75**		**$ 136,610.50**	**$ 2,663,513.25**

Interest Rate:	0.000% - 2.050%
Amount Issued:	$2,380,000.00
Amount Outstanding:	$2,380,000.00
Term (Years):	20 Years
Paying Agent:	Bank of New York
Pay Date:	Principal 2/15 Interest 2/15 and 8/15

Capital Improvements

Five Year Capital Improvement Program

Leased Equipment Improvement Fund

Capital Project Funds

Enterprise Capital Project Funds

2014-2015

CITY OF CLEBURNE

Recapitulation of Capital Outlay

2014-2015

Department Number	Department Name	Item	Amount
GENERAL FUND - Items Funded in the Department Budgets			
0138	Information Technology	Network Upgrades	295,500
0163	Library	Library Books	31,500
0165	Museum	Artifacts	1,000
TOTAL CAPITAL OUTLAY - GENERAL FUND			**$ 328,000**

CAPITAL PROJECT FUND - Items Funded by the Capital Project Funds			
5353	Parks and Recreation	Boat Ramp	200,000
5374	Development Services	Comprehensive Plan	475,000
TOTAL CAPITAL OUTLAY - CAPITAL PROJECTS FUNDS			**$ 675,000**

ENTERPRISE FUND - Items Funded in the Department Budgets			
6081	Utility Billing	Replacement Vehicle	40,000
Utility Billing Fund Total			**$ 40,000**
6084	Water Treatment	Equipment	12,000
6096	Wastewater Collection	Equipment	105,000
6096	Wastewater Collection	Replacement Vehicle	200,000
6097	Wastewater Treatment	Equipment	70,000
Water/Wastewater Fund Total			**$ 387,000**
6154	Airport	Hangar 98 Improvements	40,000
6154	Airport	Runway Improvements and Lighting	183,500
Airport Fund Total			**$ 223,500**
6398	Storm Drainage	Drainage System	540,000
Airport Fund Total			**$ 540,000**
TOTAL CAPITAL OUTLAY - ALL ENTERPRISE FUNDS			**$ 1,190,500**

ENTERPRISE FUND - Items Funded by the Enterprise Capital Project Funds			
7184	Water Distribution	Water Distribution Expansion	250,000
7284	Water Treatment	W46 Whitney Water Treatment Plant	1,512,834
7284	Water Treatment	W47 Whitney Water Supply Line	1,292,957
7284	Water Treatment	Whitney Water Plant - Land Acquisition	1,000,000
7384	Water Treatment	W45 West Loop Reuse	1,000,000
7383	Water Distribution	W48 Upper Pressure Plane	1,500,000
7383	Water Distribution	W44 Mulberry Tank	1,606,110
7396	WasteWater Collection	W42 Water/WasteWater Rehabilitation	1,000,000
7696	WasteWater Collection	SH174 Interceptor	500,000
7696	WasteWater Collection	Water and Sewer Rehabilitation	500,000
TOTAL CAPITAL OUTLAY - ENTERPRISE FUND - CURRENT FUNDS			**$ 10,161,901**

CITY OF CLEBURNE

Recapitulation of Capital Outlay
2014-2015

Department Number	Department Name	Item	Amount
SPECIAL REVENUE FUNDS			
0347	Fire	Fire Truck	577,850
0347	Fire	SUV	30,000
0341	Police	4 Tahoe Patrol Units, SUV	225,200
0338	Information Technology	SUV	23,000
0340	Economic Development	SUV	35,000
0353	Parks	Utility Bed Truck	30,000
0353	Parks	Flex Wing Mower, Dump Trailer	21,000
0361	Building Maintenance	1/2 Ton Truck	20,000
0376	Inspections	1/2 Ton Truck	20,000
0372	Engineering	1/2 Ton Truck	20,000
0378	Fleet	Auto Lift, Tilt Trailer	14,000
0379	Street	Skid Steer Loader	56,000
0379	Street	1 Ton Dump Body	37,000
3979	Street	TTC Sidewalk Project	1,004,688
3947	Fire	SCBA Fire Equipment	234,770
3941	Police	Police Software and Equipment	56,750
0859	Transportation	Replacement Vehicles	471,890
0950	Booker T Washington	Recumbant Bicycle	5,000
0967	Museum	Railroad Museum	190,000
1538	Information Technology	Equipment	100,000
8165	Museum	Artifacts	2,000
8265	Museum	Artifacts	2,500
8663	Library	Library Books	2,000
TOTAL - SPECIAL REVENUE FUND			**$ 3,178,648**

TOTAL CAPITAL OUTLAY - CURRENT FUNDS	**$ 15,534,049**

Capital Improvement Programs

The City of Cleburne's Capital Improvement Programs include the Five-Year Capital Improvement Program and the Leased Equipment Improvement Program. These programs assist us in monitoring our capital equipment and capital projects needs. At the end of the Five-Year Capital Improvement Program is the recapitulation of capital outlay for the current fiscal year for the General Fund, Enterprise Fund and Special Revenue Funds.

The Leased Equipment Improvement Program was created to provide the City with a self-sustaining fund to purchase capital equipment, thereby eliminating fluctuations in the General Fund operating budgets from year to year that would adversely affect the tax rate. Through this fund, the general fund operating budgets pay for the vehicles over their useful life.

The Five-Year Capital Improvement Program is used to provide management with the information necessary to plan for future capital needs through fund reserves, investments, and bond issues. This program provides for the current approved capital expenditures as well as management's projection of the capital needs for the future. Each year council will approve only the current year's expenditures.
The City is currently in the process of completing a comprehensive master plan. After its completion, the City will begin working on a revised Capital Improvement Program to reflect the needs identified during the study.

Through these planning tools, the City believes that the Capital needs of Cleburne will be met with a minimal monetary impact on the citizens. It is the belief of City Management that its Capital Improvement Programs are prudent long term planning tools that will ensure the continued success of the City of Cleburne.

LEASED EQUIPMENT IMPROVEMENT PROGRAM

Fund 03

Summary of Receipts & Expenditures

2014-2015

The Capital Improvements Fund will be used for vehicle replacements in the General Fund.

		Proposed 2014-2015
Estimated Beginning Balance		$ 2,049,962
Revenues:		
Vehicle Lease Payments	(0315-6539)	489,986
Interest Income	(0317-6735)	1,500
Brazos Revenue	(0319-6999)	380,000
Garbage Truck Fee from General Fund	(0321-7101)	120,000
TOTAL FUNDS AVAILABLE		3,041,448
Expenditures:		
Transfer to Debt Service - Garbage Truck Loan	(0322-7202)	117,552
Fire - Fire Truck	(0347-8950)	577,850
Fire - SUV	(0347-8950)	30,000
Police - 4 Tahoe Patrol Units, SUV	(0341-8950)	225,200
IT - SUV	(0338-8950)	23,000
Economic Development - SUV	(0340-8950)	35,000
Parks - Utility Bed Truck	(0353-8950)	30,000
Parks - Flex Wing Mower, Dump Trailer	(0353-8930)	21,000
Building Maintenance - 1/2 Ton Truck	(0361-8950)	20,000
Engineering - 1/2 Ton Truck	(0372-8950)	20,000
Inspections - 1/2 Ton Truck	(0376-8950)	20,000
Fleet - Auto Lift, Tilt Trailer	(0378-8930)	14,000
Street - Skid Steer Loader	(0379-8930)	56,000
Street - 1 Ton Dump Body	(0379-8930)	37,000
Fire Defib Reserve		90,000
Fire Truck Reserve		700,000
TOTAL EXPENDITURES		2,016,602
Ending Balance		$ 1,024,846

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program
General Fund
2014-2015

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
HR	0136	08 Dodge Durango	1101					
Total Five Year HR				0	0	0	0	0
Information Technology	0138	07 Dodge Caravan	1701					
		1998 Ford Expedition 4x2	1703					
Total Five Year MIS				0	0	0	0	0
Economic Develop	0140	04 Toyota Prius	4420					
Total Five Year MIS				0	0	0	0	0
Police	0141	RT50-Radar Trailer	2003					
		02 Ford Explorer XLT 4X2	2004					
		94 International Armored Van	2005					
		10 Dodge Charger	2006			23,062		
		06 Dodge Durango	2007					
		05 Ford F250 P/IU	2010					
		10 Dodge Charger	2011			23,062		
		09 Dodge Charger	2014		24,515			
		09 Dodge Ram	2015		23,717			
		01 Ford Exploerer XLS 4x2	2016					
		08 Dodge Charger	2017	53,560				
		08 Dodge Durango	2018		26,532			
		10 Dodge Charger	2019			23,842		
		12 Chevrolet Tahoe	2021			48,835		
		08 Dodge Charger	2022					
		12 Chevrolet Tahoe	2023			48,835		
		12 Chevrolet Tahoe	2024					37,107
		09 Dodge Charger	2025					
		11 Honda Motorcycle	2026		25,213			
		04 Ford Expedition	2027					
		11 Honda Motorcycle	2028		25,213			
		08 Dodge Charger	2030	54,860				
		07 Dodge Charger	2031					
		12 Chevrolet Silverado	2032				28,258	
		08 Dodge Charger	2033	55,510				
		09 Dodge Charger	2034					
		12 Chevrolet Tahoe	2035			48,835		
		07 Dodge Charger	2036					
		09 Dodge Charger	2037					
		09 Chevrolet Tahoe	2039		35,064			
		13 Chevrolet Tahoe	2040				48,808	
		13 Chevrolet Tahoe	2041				48,808	
		02 Ford Explorer XLT 4X2	2043					
		07 Dodge Charger	2044					
		12 Chevrolet Tahoe	2047			48,835		
		07 Gulf Stream Trailer	2052					
		14 Chevrolet Tahoe	2053					42,442
		14 Chevrolet Tahoe	2054					48,808
		14 Chevrolet Tahoe	2055					48,808
Total Five Year Police Department				163,930	160,254	265,306	125,875	177,166
Animal Control	0143	07 Dodge 2500 Quad Cab	2103					
		09 Dodge Ram	2104		33,810			
		13 Chevrolet Silverado	2108					
Total Five Year Animal Control				0	33,810	0	0	0
Fire Department	0147	2000 Ford 550 4x4 Truck	2501	224,112				
		02 Chevrolet Tahoe	2502					
		53 American La France	2503					
		09 Ford F-350 Ambulance	2504					
		01 Ford 550	2505		156,424			
		08 Dodge Pick-Up	2506	23,269				
		2002 Ford Explorer XLT	2507					
		09 Dodge Durango	2508		37,527			
		03 Chevrolet Tahoe	2509					
		29 Seagraves	2510					
		96 Sutphen 70' Aerial Ladder	2511					
		00 Spartan 2142 Pumper Truck	2512	421,074				
		03 Ford Ambulance	2514				187,600	
		00 Spartan 2142 Pumper Truck	2515	421,074				
		08 Ford F250 4x4	2517				17,680	
		06 Sutphen Fire Truck	2518					
		07 Dodge Durango	2519					
		05 Spartan Haz-Mat Truck	2524					
		08 Dodge 1500	2525	35,577				
		08 Dodge 1500	2526	37,219				
		10 Spartan Cab over Fire Truck	2527					
		96 Astro Boat	2528		28,002			
		05 Magnum Light Plant	2529					
		05 Magnum Light Plant	2530					
		Philips Hearthstart MRX ALS Monitor	N/A	36,946				
		Philips Hearthstart MRX ALS Monitor	N/A	36,946				
		Philips Hearthstart MRX ALS Monitor	N/A	36,946				
		Philips Hearthstart MRX ALS Monitor	N/A	36,946				
		Philips Hearthstart MRX ALS Monitor	N/A	36,946				
Total Five Year Fire Department				1,347,055	221,953	0	205,280	0

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program
General Fund
2014-2015

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Health	0148	07 Dodge Dakota	4355					
		11 Dodge Dakota	4356				22,406	
Total Five Year Health				0	0	0	22,406	0
Cemetery	0152	08 John Deere HPX 4x4 Gator	3212				10,783	
		02 Ford 1/2 Ton Pickup 4X2	3262					
Total Five Year Cemetery				0	0	0	10,783	0
Parks	0153	95 John Deere Tractor	3906	52,558				
		03 Ford 1/2 T Diesel Dump Truck	3907					
		08 Dodge Ram 2500	3908	26,516				
		99 Massey Ferguson Tractor	3917					61,870
		99 John Deere Gator 4x2	3919					
		00 Rhino Servcie Mower	3923					
		00 Rhino Servcie Mower	3924					
		07 New Holland Skid Loader	3928					
		07 Stump Grinder	3928A					
		08 4320 John Deere Loader	3936					
		04 Jacobsen Utility Vehicle	3940					
		08 John Deere TLB 110 Backhoe	3946					
		94 Vermeer Tree Spade	3949					
		09 Salsco 8635 Wood Chipper	3951					
		08 Ford F750 Blue Diamond	3952					
		01 John Deere Tractor & Boom Mowe	3953					
		12 John Deere Gator 4x4	3957					
		12 John Deere Gator 4x2	3958					
		12 John Deere 997 Mower	3960					17,030
		12 John Deere 997 Mower	3961					17,030
		11 John Deere 647A	3962					7,410
		13 Chevrolet Silverado 1500	3963					
		13 Chevrolet Silverado 2500HD	3968					
		96 Ford F150	3975					
		02 GMC 2500 Service Body	3976					
		13 Chevrolet Silverado	3977					
		03 628 2WD Mower	3980					
		12 John Deere 997 Mower	3981					17,104
		12 John Deere 997 Mower	3982					17,104
Total Five Year Parks Department				79,074	0	0	0	137,548
Golf	0155	03 Jacobsen Green King Diesel	3108					
		07 Deere 4500 Tractor	3115					
		06 Tycrip Top Dresser	3116					
		07 Dodge Ram 1500	3117					
		08 Toro Procore 648	3121	18,200				
		08 Toro Procore 648	3122	18,200				
		09 MP5700 Toro Sprayer	3132		49,140			
		09 Salsco Greens Roller	3133		15,396			
		12 Buffalo Turbine Blower	3134					
		00 Turfco 85800 Topdresser	3166					
		97 John Deere 5200 Tractor	3170					
		04 Ford F150	3185					
		14 Flex Mower	3186					
		12 Flex Wing Mower	3187					
Total Five Year Golf				36,400	64,536	0	0	0
Sports Complex	0157	05 John Deere Mower	3401					
		08 Harper 1800 Blower	3402	7,995				
		05 John Deere Mower	3403					
		12 John Deere Bunker Rake	3407					
		08 Ryan Renovaire	3408	9,195				
		05 John Deere Bunker Rake	3410					
		05 Tow Behind Spreader	3411					
		05 John Deere Tractor	3412					
		05 Dakota Dump Trailer	3413					
		07 Wiedenmann Super 500 Vac	3416					
		08 John Deere Tractor	3417					
		12 Land Pride Flex Mower	3427					
		12 Land Pride Flex Mower	3428					
		12 John Deere Mower	3429					17,030
		12 John Deere Mower	3430					17,030
		12 John Deere Fairway Mower	3431					51,675
		12 John Deere Gator 4x4	3432					11,843
		12 John Deere Gator 4x2	3433					9,783
		12 John Deere Gator 4x2	3434					9,783
		12 John Deere Gator 4x2	3435					9,783
		06 Ford F150	3436					
Total Five Year Sports Complex				17,190	0	0	0	126,926

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program
General Fund
2014-2015

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Building Maintenance	0161	04 Ford F150 Reg Cab XLT	1601					
		13 Chevrolet Silverado 1500	1605					
		02 Ford 3/4 Ton Pickup	1610					
Total Five Year Building Maintenance				0	0	0	0	0
Public Works	0171	13 Chevrolet Silverado Z71	4201					36,249
Five Year Public Works				0	0	0	0	36,249
Engineering	0172	07 Dodge Durango	4601					
		04 Ford F250Crew Cab 4x4	4603					
Total Five Year Engineering				0	0	0	0	0
Inspections	0176	08 Dodge Dakota	4702	18,317				
		08 Dodge Dakota	4703	21554				
		05 Chevrolet Colorado	4704					
Total Five Year Inspections				39,871	0	0	0	0
Fleet Maintenance	0178	07 Dodge Ram 1500	4413					
		03 Ford F350	4419					
		05 Chevrolet Pickup	4440					
		14 Chevrolet C1500	4444					
		04 Ford F450	4495					
		Dump Bed for Existing Unit						
Total Five Year Fleet Maintenance				0	0	0	0	0
Street Maintenance	0179	10 Etnyre Lowboy Trailer	4901					
		10 Gravely Walk Behind Mower	4903					
		98 John Deere Skid Steer Loader	4906					
		11 Caterpillar CB14 Roller	4907					
		03 Massey Ferguson Tractor	4911					
		Solar-tech MB3-2248 Trailer	4915					
		05 Ingresoll-Rand Paving Machine	4918					
		08 Solar Tech Silent Messenger	4919					
		07 Crafco Supershot 125 DC	4922					
		11 Dodge 1500	4931				22,827	
		11 Dodge 1500	4932				22,047	
		95 JDeere Maintainer	4933	216,668				
		82 Mack Truck Trailer/5th Wheel	4937				18,000	
		07 Mack CTP713 Dump Truck	4939					
		96 Case 621B Loader	4942					
		01 Mack 12 Yard 5 T Dump Truck	4943		135,290			
		04 Ford Rebuilt Asphalt Truck	4944					
		01 Mack Dump Truck	4945	144,660				
		09 GU713 Mack Dump Truck	4946					
		02 Rhino 15' Bat Wing Mower	4950					
		13 Caterpillar 420F Backhoe	4963					
		01 Case Loader/Backhoe	4964					
		01 Ford Diesel 4 Yd. Dump Truck	4965					
		11 Dodge 3500 Dump Truck	4966					
		08 Dodge 3500 Dump Truck	4967				36,179	
		99 Hamm Asphalt Roller	4968					154,424
		99 Swenson Box Spreader	4971					20,922
		04 Ford F450 Dump Truck	4972					
		01 John Deere 5410 Tractor	4973					
		03 Skid Steer	4975					43,060
		12 Falcon Asphalt Trailer	4977					
Total Five Year Street Department				361,328	135,290	0	99,052	218,406
Sanitation	0191	13 Caterpillar 924K Loader	8178					
		13 Chevrolet Silverado 1500	8179					
		07 Dodge Ram 1500	8180					
		13 Texas Pride Recycle Trailer	8181					
		13 Pro Tainer Mobile Recycle Trailer	8182					
		09 Mack Sanitation Truck	8183		199,186			
		08 Mack Sanitation Truck	8188	222,942				
		06 GMC Grapple Truck	8191			142,755		
		11 Ford F750	8192					
		12 Crane Carrier - Automated	8193			138,695		
		12 Crane Carrier - Automated	8194			138,695		
		12 Crane Carrier - Automated	8195			139,155		
		07 Dodge Ram 1500	8201					
		98 Track Loader 953 Cat	8202				301,200	
		02 John Deere TrackLoader	8203					
		07 John Deere Tractor	8204					
		07 John Deere Bat Wing Mower	8205					
		83 Caterpiller Grader	8293					
		72 Dodge Water Truck	9297					
		04 John Deere Skidsteer Loader	8801					65940
Total Five Year Sanitation				222,942	199,186	559,299	301,200	65,940
Housing	0668	04 Ford Expedition	6416					
Total Five Year Housing				0	0	0	0	0
Total Lease Equipment Improvement Fund				2,267,790	815,029	824,605	764,595	762,235

Five Year Capital Improvement Program Capitalization Policy

Items will be capitalized as follows:

1. The expected normal useful life is three years or more; and

2. The items unit cost is $5,000 or more. Exceptions to this dollar limit include, but are not limited to books that are part of a library and museum artifacts; and

3. The item belongs to one of the classes of property which are usually considered fixed assets, i.e. land, streets, structures, heavy equipment, vehicles.

4. Items used only in sets, or multiple units, which as a collective unit have a total value in excess of $5,000, and meet all other capitalization requirements.

5. Improvements and upgrades to existing fixed assets which exceed $5,000 and extend the useful life of a fixed asset by more than three years.

6. The item is not consumed, altered, or materially reduced in value immediately after use, and meets all other capitalization requirements.

Items that will NOT be capitalized are as follows:

1. Items which are installed or added to an existing fixed asset which merely return the asset to a functioning product, i.e. roof repair, utility cut. These items will be considered maintenance expense.

2. Items that require regular replacement due to rapid wear, i.e. items with a useful life of less than three years.

3. Items whose usefulness is destroyed after one time use, i.e. items with a useful life of less than three years.

4. The item has such a nominal value that inclusion as a fixed asset would result in administrative costs which exceed the value of the article.

Five Year Capital Improvement Program Inclusion Policy

Capital infrastructure, facilities, and equipment require substantial amounts of the cities limited resources to reach fruition. Limited resources make it crucial that special planning, financing and management are implemented to ensure the best package of capital needs the city can afford is provided to the citizens. The Capital Improvement Plan is a long term planning tool used to provide management with a blueprint that establishes the public infrastructure needed to support the city's development. This will ensure that the most needed projects are addressed and completed in a fiscally responsible and timely manner.

The Capital Improvement Plan identifies the capital needs of the city and the revenues and other fund types needed to finance the projects. The Leased Equipment Improvement Program will continue to be utilized to fund replacement vehicles and copiers. To be included in the Capital Improvement Plan, a project must:

1. Qualify as a capital expenditure under the city's Capitalization Policy, other than replacement vehicles and copiers;

2. have a useful life of not less than three years; and

3. exceed $25,000.

The Capital Improvement Plan is the basis for the current fiscal year's Capital Budget. The Capital Budget represents the first year of the plan, and establishes projects that will be started, continued, or completed in the current fiscal year. The Capital Budget differs from the Operating Budget in that the funds for capital projects are appropriated through the completion of the project even if the construction extends beyond the current fiscal year.

CITY OF CLEBURNE

Five Year Capital Improvement Program
2014-2015

Department	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2014-2015 Funding	Council Districts
General Fund Departments							
Information Technology							
Data Storage	67,000					01	
Software Agreement	77,000					01	
Firewall Update	20,000						
Email Messaging Archive	60,000					01	
Upgrade Microsoft Exchange Server	50,000	20,000	20,000	20,000	20,000	01	
Network Access Control Security		50,000				01	
SPAM Firewall Upgrade		40,000				01	
Mobility Enhancements			20,000	10,000	10,000	01	
Development Services							
Comprehensive Plan	475,000					53	
Code Compliance Management Software				30,000			
Restrooms at Lake					50,000		
Fire							
SCBA Fire Equipment	234,770					39	
Exercise Equipment							
Patient Care/Records Management Software		50,000					
Community Paramedic Program							
Exercise Equipment		45,000					
Storage Facility - Station 3			300,000				
Police							
Police Software and Equipment	56,750					39	
CAD Program		350,000					
Marked Vehicle Program							
Library							
Library Books	31,500	31,500	31,500	31,500	31,500	01	
Library Books	2,000	2,000	2,000	2,000	2,000	86	
Museum							
Artifacts	1,000	1,000	1,000	1,000	1,000	01	
Artifacts	2,000	2,000	2,000	2,000	2,000	81	
Artifacts	2,500	2,500	2,500	2,500	2,500	82	
Railroad Museum	190,000					09	
Animal Shelter							
Facilities Improvements		50,000					
Parks and Recreation							
Boat Ramp	200,000					53	
Sanitation							
Scale House		60,000				53	
Street							
Street Repairs and Maintenance	1,004,688	2,000,000	2,000,000	2,000,000	2,000,000		
SCBA Fill Station/Compressor			40,000				
Totals - General Fund Departments	**2,474,208**	**2,704,000**	**2,419,000**	**2,099,000**	**2,119,000**		

CITY OF CLEBURNE

Five Year Capital Improvement Program
2014-2015

Department	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2014-2015 Funding	Council Districts
Water-Wastewater Departments							
Water Distribution *							
Water Distribution Expansion	250,000	230,000				71	
W48 Upper Pressure Plane	1,500,000					73	
W44 Mulberry Tank	1,606,110					73	
16" Loop @ 2nd and Gardega Rd.					2,000,000		
N. Main St. Interceptor		4,500,000					
Water Treatment							
W46 Whitney Water Treatment Plant	1,512,834					72	
W47 Whitney Water Supply Line	1,292,957					72	
Whitney Water Plant - Land Acquisition	1,000,000					72	
W45 West Loop Reuse	1,000,000			15,000,000		73	
Lake Pat Riprap		900,000					
Johnson County SUD Water Line			5,000,000				
Wastewater Collection							
W42 Water/Wastewater Rehabilitation	1,000,000					73	
SH174 Interceptor	500,000					76	
Water and Sewer Rehabilitation	500,000	1,500,000				76	
Total - Water-Wastewater Departments - Current Funds	**10,161,901**	**2,630,000**	**5,000,000**	**15,000,000**	**0**		

.

Airport							
Hangar 98 Improvements	40,000					61	1
Runway Lighting	183,500					61	1
Total - Airport	**223,500**	**0**	**0**	**0**	**0**		

Storm Drainage							
Drainage System	540,000					63	1
Total - Storm Drainage	**540,000**	**0**	**0**	**0**	**0**		

CAPITAL FUND

General Capital Projects

Fund 53

Summary of Receipts & Disbursements

2014-2015

This fund is for general capital projects. Funding sources include Gas Lease & Royalty revenue and General Fund revenues.

		Proposed 2014-2015
Beginning Fund Balance		$ 4,381,807
Revenues:		
Interest Income	(5317-6735)	1,500
Transfer from General Fund - Street Repair Program	(5321-7101)	500,000
Transfer from General Fund - General Capital	(5321-7101)	3,000,000
Reimbursement from TIF #3 - Start up Funding	(5321-7113)	100,000
TOTAL FUNDS AVAILABLE		7,983,307
Expenditures:		
Buxton retail support and data updates	(5340-8664)	15,000
Street Repair Program	(5379-8467)	1,000,000
Non-Transportation Route Gas Well Repair	(5379-8467)	275,000
Marketing Analysis	(5340-8664)	50,000
Boat Ramp	(5353-8880)	200,000
Comprehensive Plan	(5374-8990)	475,000
Economic Development - 6Stones	(5340-8699)	50,000
Reserve for Developer Funded Curb, Gutter, & Sidewalks		17,700
TOTAL EXPENDITURES		2,082,700
Ending Fund Balance		$ 5,900,607

CAPITAL PROJECT FUND

Performance Contract Capital Fund

Fund 55

Summary of Receipts & Expenditures

2014-2015

This fund was developed to track savings and costs associated with the 2009 Performance Contract. Savings and increased revenues from the General Fund, Cletran Fund, Airport Fund and Water-Wastewater Fund are transferred to this fund to provide for the payment of SECO Revolving Loans and the 2009 Combination Tax and Revenue Bonds.

		Proposed 2014-2015
Beginning Fund Balance		$ 557,100
Revenues:		
Transfer from General Fund	(5521-7101)	86,174
Transfer from Cletran Fund	(5521-7108)	1,051
Transfer from Water-Wastewater Fund	(5521-7160)	793,200
Interest Income	(5517-6735)	630
TOTAL FUNDS AVAILABLE		1,438,155
Expenditures:		
Transfer to Debt Service Fund	(5522-7202)	880,424
Other Services	(5539-8699)	35,000
TOTAL EXPENDITURES		915,424
Ending Fund Balance		$ 522,731

ENTERPRISE CAPITAL PROJECT FUND

WATER - WASTEWATER
2009 REVENUE BOND FUND
FUND 71

Summary of Receipts and Expenditures
2014-2015

In April 2009 the City of Cleburne issued $1,180,000 in Water and Wastewater Revenue Bonds. This was the first step in expanding the Water Treatment Plant to ensure future water supplies are sufficient to meet the demands of our residential, commercial and industrial customers. This bond issue will fund the design, surveying, geotechnical and permitting fees associated with this plant expansion. These bonds are supported by the Texas Water Development Board. In 2011 the Funding for construction was received and the plant expansion was completed in 2013. The remaining funds will be used to expand the water distribution system in the city as approved by TWDB.

		Proposed 2014-2015
Beginning Fund Balance		$ 731,858
Interest Income	(7117-6735)	1,200
TOTAL FUNDS AVAILABLE		733,058
Expenditures - Wastewater Projects that we are working on:		
Water Distribution Expansion	(7184-8820)	250,000
TOTAL WATER PROJECTS		250,000
TOTAL EXPENDITURES		250,000
Ending Fund Balance		$ 483,058

ENTERPRISE CAPITAL PROJECT FUND

WATER - WASTEWATER
2009 REVENUE BOND FUND
FUND 72

Summary of Receipts and Expenditures
2014-2015

In April 2009 the City of Cleburne issued $4,750,000 in Water and Wastewater Revenue Bonds. These bonds are supported by the Texas Water Development Board. This was the first step in the development of the Whitney Water Supply to ensure future water supplies are sufficient to meet the demands of our residential, commercial and industrial customers. This bond issue will fund the design, surveying, geotechnical and permitting fees associated with this development.

		Proposed 2014-2015
Beginning Fund Balance		$ 5,629,362
Interest Income	(7217-6735)	1,850
TOTAL FUNDS AVAILABLE		5,631,212
Expenditures - Wastewater Projects that we are working on:		
W46 Whitney Water Treatment Plant	(7284-8820)	1,512,834
W47 Whitney Water Supply Line	(7284-8870)	1,292,957
Whitney Water Plant - Land Acquisition	(7284-8870)	1,000,000
TOTAL WATER PROJECTS		3,805,791
TOTAL EXPENDITURES		3,805,791
Ending Fund Balance		$ 1,825,421

ENTERPRISE CAPITAL PROJECT FUND

WATER - WASTEWATER
2013 REVENUE BOND FUND
FUND 73

Summary of Receipts and Expenditures
2014-2015

In December 2013 the City of Cleburne issued $8,500,000 in Tax and Revenue Bonds. These funds will be used to develop additional water supplies, replace a water tower, and increase water quality.

		Proposed 2014-2015
Beginning Fund Balance		$ 6,281,216
Interest Income	(7317-6735)	2,200
TOTAL FUNDS AVAILABLE		6,283,416
Expenditures - Wastewater Projects that we are working on:		
W45 West Loop Reuse	(7384-8870)	1,000,000
W48 Upper Pressure Plane	(7383-8870)	1,500,000
W42 Water/Wastewater Rehabilitation	(7396-8870)	1,000,000
W44 Mulberry Tank	(7383-8820)	1,606,110
TOTAL WATER PROJECTS		5,106,110
TOTAL EXPENDITURES		5,106,110
Ending Fund Balance		$ 1,177,306

ENTERPRISE CAPITAL PROJECT FUND

WATER - WASTEWATER

2014 REVENUE BOND FUND

FUND 76

Summary of Receipts and Expenditures

2014-2015

This bonds are expected to be issued in December 2014. These funds will be used primarily for the construciton of the SH174 Interceptor as well as water and sewer rehabilitation.

		Proposed 2014-2015
Beginning Fund Balance		$ 0
Interest Income	(7617-6735)	2,200
Revenue Bond Proceeds		6,500,000
TOTAL FUNDS AVAILABLE		6,502,200
Expenditures - Wastewater Projects that we are working on:		
SH 174 Interceptor	(7696-8830)	500,000
Water & Sewer Rehabilitation	(7696-8830)	500,000
Transfer - Water & Sewer	(7622-7260)	450,000
TOTAL WATER PROJECTS		1,450,000
TOTAL EXPENDITURES		1,450,000
Ending Fund Balance		$ 5,052,200

PAGE NO: 1	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: ALL

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Information Technology	Network Upgrades		0138-8930

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory: X
Essential:
Desirable:
Defferable:

24TB Storage Area Network Storage - The current SANs that were purchased in 2007 and 2008 are almost out of capacity and do not have to IOPs needed to support systems we are trying to run on them.

A new SAN would allow the City of Cleburne to continue to virtualize new servers which ultimately has a cost savings in software and hardware.

Without replacement of SAN, critical systems such as file sharing and Public Safety will continue to degrade in performance eventually borderlining an unusable state.

The new SAN is a mandatory project as infrastructure costs and downtime to replace many end of life / support systems would be equally as (or more) costly but with much more downtime.

FUNDING

TOTAL COST	$ 67,000
TOTAL FUNDED	$ 67,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact
☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	
Total	$ -

Positions:

IMPACT EXPLANATION

New SAN would allow the City to continue to virtualize new servers, which will result in cost savings in software and hardware.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		67,000						$ 67,000
TOTAL COSTS	$ -	$ 67,000	$ -	$ -	$ -	$ -	$ -	$ 67,000

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		67,000						$ 67,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 67,000	$ -	$ -	$ -	$ -	$ -	$ 67,000

PAGE NO: 2	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: ALL

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Information Technology	Network Upgrades		0138-8930

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory _____

Essential _____

Desirable _____

Defferable _____

Barracuda Email Archiver - The City currently has no way to effectively retrieve emails that may be needed for open records requests or any other reason. Any emails that are requested to be retrieved today will most likely be unsuccessful in retrieval if the emails have been deleted for more than 7 days.

A messaging archiving solution will automatically archive all email currently in our system from the date deployed as well as archive all messages sent and received from that point forward.

Archiving of email messages is a difference solution than the backup solution being purchased.

FUNDING

TOTAL COST	$ 60,000
TOTAL FUNDED	$ 60,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☐ Will Not Impact

Positions _____

Annual Cost/(Savings)	
Personnel	
Operations	
Capital	
Total	$ -

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		60,000						$ 60,000
TOTAL COSTS	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -	$ 60,000

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		60,000						$ 60,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -	$ 60,000

PAGE NO: 3	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: ALL

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Information Technology	Network Upgrades		0138-8930

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory	
Essential	X
Desirable	
Defferable	

The Microsoft Enterprise Agreement for software assurance provides the City with the right to the latest version of the software products purchased under the original Agreement. The City is requesti ng software assurance for the User Client Access Licenses which are necessary for users to access Active Directory, Exchange and SharePoint, MS Office and for various server software licenses previously purchased by the City.

FUNDING

TOTAL COST	$ 77,000
TOTAL FUNDED	$ 77,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings		77,000						$ 77,000
Other								$ -
TOTAL COSTS	$ -	$ 77,000	$ -	$ -	$ -	$ -	$ -	$ 77,000

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		77,000						$ 77,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 77,000	$ -	$ -	$ -	$ -	$ -	$ 77,000

PAGE NO: 4	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED ALL

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Information Technology	Network Upgrades		0138-8930

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory _____

Essential _____

Desirable _____

Defferable _____

Upgrade MS Exchange Server - In 2008 the IT department deployed Exchange 2007 server and Micosoft Office 2007. The current physical exchange server is near end of Life and excahnge 2007 software support ended 4/8/2014.

As devices such as iPhones and iPads contiunie to upgrade at a steady pace, it is reasonable to suspect that in the near future some update will make the ability to connect to an Exchange 2007 server no longer work. This happened with Exchange server 2003 in the past when many vendors dropped support for exchange 2003. By upgrading to exchange 2013, we are trying to stay ahead of the trend.

FUNDING

TOTAL COST	$ 50,000
TOTAL FUNDED	$ 50,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	
Total	$ -

Positions _____

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design		10,000						$ 10,000
Construction								$ -
Equip & Furnishings		40,000						$ 40,000
Other								$ -
TOTAL COSTS	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ 50,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		50,000						$ 50,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ 50,000

PAGE NO: 2	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 2

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Library	Library Books		0163-8910 8663-8910

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

For the Cleburne Library to remain certified by the State of Texas, ten percent of the operating budget must be for library materials.

Mandatory	X
Essential	
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 234,500
TOTAL FUNDED	$ 234,500
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other	33,500	33,500	33,500	33,500	33,500	33,500	33,500	$ 234,500
TOTAL COSTS	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 234,500
SOURCE OF FUNDS	**THRU 09-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019 to Completion**	**TOTAL**
Current Funds	31,500	31,500	31,500	31,500	31,500	31,500	31,500	$ 220,500
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other	2,000	2,000	2,000	2,000	2,000	2,000	2,000	$ 14,000
Unfunded								$ -
TOTAL SOURCES	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 33,500	$ 234,500

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	8
Other	
TOTAL MONTHS	8

PAGE NO: 3	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Museum	Artifacts		0165-8920 8165-8920, 8265-8920

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Continued expansion of museum collections.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 18,000
TOTAL FUNDED	$ 18,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		3,000	3,000	3,000	3,000	3,000	3,000	$ 18,000
TOTAL COSTS	$ -	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 18,000

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	8
Other	
TOTAL MONTHS	8

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		1,000	1,000	1,000	1,000	1,000	1,000	$ 6,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		2,000	2,000	2,000	2,000	2,000	2,000	$ 12,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 18,000

PAGE NO: 4	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Parks and Recreation	Boat Ramp		5353-8880

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will fund necessary boat ramp construction at Lake Pat Cleburne.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 200,000
TOTAL FUNDED	$ 200,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		200,000						$ 200,000
TOTAL COSTS	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ 200,000
SOURCE OF FUNDS	**THRU 09-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019 to Completion**	**TOTAL**
Current Funds		200,000						$ 200,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ 200,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	8
Other	
TOTAL MONTHS	8

PAGE NO: 5	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 4

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Development Services	Comprehensive Plan		5347-8990

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This ongoing project will provide the City with a comprehensive plan

Mandatory _____

Essential _____

Desirable _____

Defferable _____

FUNDING

TOTAL COST	$ 564,700
TOTAL FUNDED	$ 564,700
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions _____

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		475,000						$ 475,000
TOTAL COSTS	$ -	$ 475,000	$ -	$ -	$ -	$ -	$ -	$ 475,000

PROJECT SCHEDULE	Number of Months
Design	18
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	18

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		475,000						$ 475,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 475,000	$ -	$ -	$ -	$ -	$ -	$ 475,000

PAGE NO: 7	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Wastewater Collection	Equipment		6096-8XXX

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

These purchases include a backhoe/loader ($90,000) and a Sewer Inspection Camera ($15,000)

Mandatory _____

Essential _____

Desirable _____

Defferable _____

FUNDING

TOTAL COST	$ 105,000
TOTAL FUNDED	$ 105,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☐ Will Not Impact

Positions _____

Annual Cost/(Savings)	
Personnel	
Operations	
Capital	-
Total	$ -

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings		105,000						$ 105,000
Other								$ -
TOTAL COSTS	$ -	$ 105,000	$ -	$ -	$ -	$ -	$ -	$ 105,000

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		105,000						$ 105,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 105,000	$ -	$ -	$ -	$ -	$ -	$ 105,000

PAGE NO: 8	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Wastewater Treatment	Equipment		6097-8XXX

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory _____

Essential _____

Desirable _____

Defferable _____

FUNDING

TOTAL COST	$ 70,000
TOTAL FUNDED	$ 70,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☐ Will Not Impact

Positions _____

Annual Cost/(Savings)	
Personnel	
Operations	
Capital	-
Total	$ -

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings		70,000						$ 70,000
Other								$ -
TOTAL COSTS	$ -	$ 70,000	$ -	$ -	$ -	$ -	$ -	$ 70,000
SOURCE OF FUNDS	**THRU 09-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019 to Completion**	**TOTAL**
Current Funds		70,000						$ 70,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 70,000	$ -	$ -	$ -	$ -	$ -	$ 70,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

PAGE NO: 9	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Airport	Hangar 98 Repairs		6154-8XXX

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will provide nessesary repairs for Hangar 98 at the municipal airport.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 40,000
TOTAL FUNDED	$ 40,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		40,000						$ 40,000
TOTAL COSTS	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ 40,000

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		40,000						$ 40,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 40,000	$ -	$ -	$ -	$ -	$ -	$ 40,000

PAGE NO: 10	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 1

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Airport	Runway Lighting		6154-8990

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will provide updated runway lighting for th emunicipal airport.

Mandatory	X
Essential	
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 183,500
TOTAL FUNDED	$ 183,500
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

This will reduce maintenance costs as well as electrical costs of operating the airport.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		183,500						$ 183,500
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 183,500	$ -	$ -	$ -	$ -	$ -	$ 183,500

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	6
Other	
TOTAL MONTHS	6

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		183,500						$ 183,500
Unfunded								$ -
TOTAL SOURCES	$ -	$ 183,500	$ -	$ -	$ -	$ -	$ -	$ 183,500

PAGE NO: 11	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Storm Drainage	Drainage System		6398-8870

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will fund Phases 1 and 2 of the Hyde Park Drainage Project.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	
TOTAL FUNDED	$ 540,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		540,000						$ 540,000
TOTAL COSTS	$ -	$ 540,000	$ -	$ -	$ -	$ -	$ -	$ 540,000
SOURCE OF FUNDS	**THRU 09-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019 to Completion**	**TOTAL**
Current Funds		540,000						$ 540,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 540,000	$ -	$ -	$ -	$ -	$ -	$ 540,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

PAGE NO: 12	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 1,2,3

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Distribution	Water Distribution Expansion		7184-8820

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will provide additional distribution lines for the west side of the City.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 250,000
TOTAL FUNDED	$ 250,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

Long-term maintenance of these lines will be added to the system costs as the infrastructure ages.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		250,000						$ 250,000
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 250,000	$ -	$ -	$ -	$ -	$ -	$ 250,000

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		250,000						$ 250,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 250,000	$ -	$ -	$ -	$ -	$ -	$ 250,000

PROJECT SCHEDULE	Number of Months
Design	1
Land/Right of Way	
Construction	8
Other	
TOTAL MONTHS	9

PAGE NO: 13	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: All

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Treatment	W46 Whitney Water Treatment Plant		7284-8820

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory _____
Essential _____
Desirable _____
Defferable _____

Phase I will begin development of our Lake Whitney water, this phase will provide 1.8MGD of the available 4.2 MGD. The design will be for TDS scalping and blending with Lake Aquilla water.
Site Study.....FY12
Permitting.....FY15
Easements / Land.....FY15
Pilot Plant Testing.....FY22
Design / CM Services.....FY23
Construction.....FY25

FUNDING

TOTAL COST	$ 1,512,834
TOTAL FUNDED	
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact
☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

This project will increase personnel, supplies, services and maintenance costs. These operational increases are unknown at this time. As the project moves forward more will be learned about the operational needs of the facility.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		1,512,834						$ 1,512,834
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 1,512,834	$ -	$ -	$ -	$ -	$ -	$ 1,512,834

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		1,512,834						$ 1,512,834
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,512,834	$ -	$ -	$ -	$ -	$ -	$ 1,512,834

PAGE NO: 14	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: All

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Treatement	W47 Whitney Water Supply Line		7284-8870

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This water supply line will provide for intake valve at the Whitney Treatment Plant site.

Mandatory _____

Essential _____

Desirable _____

Defferable _____

FUNDING

TOTAL COST	$ 1,292,957
TOTAL FUNDED	$ 1,292,957
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions _____

IMPACT EXPLANATION

This will not impact operation budgets. As the project progresses, operational cost will increase.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		1,292,957						$ 1,292,957
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 1,292,957	$ -	$ -	$ -	$ -	$ -	$ 1,292,957

PROJECT SCHEDULE	Number of Months
Design	2
Land/Right of Way	6
Construction	6
Other	
TOTAL MONTHS	14

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued		1,292,957						$ 1,292,957
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,292,957	$ -	$ -	$ -	$ -	$ -	$ 1,292,957

PAGE NO: 15	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: All

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Treatment	Whitney Water Plant Land Acquisition		7284-8870

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This is part of the Lake Whitney Water Supply Line Project.

Mandatory _____

Essential _____

Desirable _____

Defferable _____

FUNDING

TOTAL COST	$ 1,000,000
TOTAL FUNDED	$ 1,000,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions _____

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		1,000,000						$ 1,000,000
TOTAL COSTS	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ -	$ 1,000,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		1,000,000						$ 1,000,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ -	$ 1,000,000

PAGE NO: 16	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Treatment	W45 West Loop Reuse		7384-8870

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Mandatory	
Essential	X
Desirable	
Defferable	

Phase 1 of new West Sire Reuse Loop. 16" line to extend from Wastewater Plant to eastern shore of Lake Pat Cleburne, then Northward along lake to a point near U.S. 67 bridge. Phase 2 of West Side Reuse Loop. 16" line will extend from U.S. 67 near Lake Pat Cleburne North and East generally following the Hwy 67 alignment then North along the proposed Hwy 121 route to join with existing East Side Reuse Loop at its termination.

FUNDING

TOTAL COST	$ 1,000,000
TOTAL FUNDED	$ 1,000,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

This project will have the potential to increase revenues through an increased customer base.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other			1,000,000					$ 1,000,000
TOTAL COSTS	$ -	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ 1,000,000

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other			1,000,000					$ 1,000,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ 1,000,000

PROJECT SCHEDULE	Number of Months
Design	6
Land/Right of Way	
Construction	18
Other	
TOTAL MONTHS	24

PAGE NO: 17	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Distribution	W48 Upper Pressure Plane		7383-8870

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will improve water quality throughout the system.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 1,500,000
TOTAL FUNDED	$ 1,500,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		1,500,000						$ 1,500,000
TOTAL COSTS	$ -	$ 1,500,000	$ -	$ -	$ -	$ -	$ -	$ 1,500,000

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		1,500,000						$ 1,500,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,500,000	$ -	$ -	$ -	$ -	$ -	$ 1,500,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

PAGE NO: 18	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 2

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Water Distribution	W44 Mulberry Street Water Tank		7383-8820

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will replace an aging water tank and provide improved water distribution.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 1,606,110
TOTAL FUNDED	$ 1,606,110
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		1,606,110						$ 1,606,110
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 1,606,110	$ -	$ -	$ -	$ -	$ -	$ 1,606,110

PROJECT SCHEDULE	Number of Months
Design	
Land/Right of Way	
Construction	8
Other	
TOTAL MONTHS	8

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		1,606,110						$ 1,606,110
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,606,110	$ -	$ -	$ -	$ -	$ -	$ 1,606,110

PAGE NO: 19	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Wastewater Collection	W42 Water/Wastewater Rehabilitation		7396-8870

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will replace the insfrastructure of the Water/Wastewater Plant.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 1,000,000
TOTAL FUNDED	$ 1,000,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		1,000,000						$ 1,000,000
TOTAL COSTS	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ -	$ 1,000,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		1,000,000						$ 1,000,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,000,000	$ -	$ -	$ -	$ -	$ -	$ 1,000,000

PAGE NO: 20	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 3,4

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Wastewater Collection	SH174 Interceptor		7696-8830

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will eventually provide service to new customers along Main Street.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 500,000
TOTAL FUNDED	$ 500,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

Maintenance of lines will impact the operations budgets in the future.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings								$ -
Other		500,000						$ 500,000
TOTAL COSTS	$ -	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ 500,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	8
Other	
TOTAL MONTHS	8

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		500,000						$ 500,000
Unfunded								$ -
TOTAL SOURCES	$ -	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ 500,000

PAGE NO: 21	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: All

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Wastewater Collection	Water and Sewer Rehabilitation		7696-8830

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will improve existing wastewater collection to mitigate infiltration during storm events.

Mandatory _____

Essential _____

Desirable _____

Defferable _____

FUNDING

TOTAL COST	$ 500,000
TOTAL FUNDED	$ 500,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

Positions _____

Annual Cost/(Savings)	
Personnel	
Operations	
Capital	-
Total	$ -

IMPACT EXPLANATION

Delay wastewater treatment expansion.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		500,000						$ 500,000
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ 500,000

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		500,000						$ 500,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ 500,000

PROJECT SCHEDULE	Number of Months
Design	1
Land/Right of Way	
Construction	6
Other	
TOTAL MONTHS	7

PAGE NO: 22	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED 2

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Street Department	TTC Sidewalk Project		3979-8860

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This project will provide much needed sidewalks around the high school. Seventy-five percent of this project will be grant funded.

Mandatory	
Essential	
Desirable	X
Defferable	

FUNDING

TOTAL COST	$ 1,004,688
TOTAL FUNDED	$ 1,004,688
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction		1,004,688						$ 1,004,688
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 1,004,688	$ -	$ -	$ -	$ -	$ -	$ 1,004,688

PROJECT SCHEDULE	Number of Months
Design	1
Land/Right of Way	
Construction	5
Other	
TOTAL MONTHS	6

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds								$ -
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other		1,004,688						$ 1,004,688
Unfunded								$ -
TOTAL SOURCES	$ -	$ 1,004,688	$ -	$ -	$ -	$ -	$ -	$ 1,004,688

PAGE NO: 23	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Fire Department	SCBA Fire Equipment		3947-8930

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

The Fire Department is currently utilizingaging self-contained breathing apparatuses. The U.S. Department of Homeland Security has awared the City a grant to replace these units with new units that have technolgy and safety upgrades.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 234,770
TOTAL FUNDED	$ 234,770
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☐ Will Impact

☑ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
Capital	-
Total	$ -

Positions

IMPACT EXPLANATION

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings		234,770						$ 234,770
Other								$ -
TOTAL COSTS	$ -	$ 234,770	$ -	$ -	$ -	$ -	$ -	$ 234,770

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

SOURCE OF FUNDS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Current Funds		234,770						$ 234,770
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 234,770	$ -	$ -	$ -	$ -	$ -	$ 234,770

PAGE NO: 24	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Police Department	Police Software and Equipment		3941-8930

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

Automated fingerprint and palm print identification system. Includes software and user license, installation and training, hardware scanner, and printing module. This project will be reimbursed by grant funds.

Mandatory	
Essential	X
Desirable	
Defferable	

FUNDING

TOTAL COST	$ 37,000
TOTAL FUNDED	$ 37,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

	Annual Cost/(Savings)
Personnel	
Operations	
# Positions	
Capital	-
Total	$ -

IMPACT EXPLANATION

Annual fee of $5,500.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design								$ -
Construction								$ -
Equip & Furnishings		37,000						$ 37,000
Other								$ -
TOTAL COSTS	$ -	$ 37,000	$ -	$ -	$ -	$ -	$ -	$ 37,000
SOURCE OF FUNDS	**THRU 09-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019 to Completion**	**TOTAL**
Current Funds		37,000						$ 37,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 37,000	$ -	$ -	$ -	$ -	$ -	$ 37,000

PROJECT SCHEDULE	
	Number of Months
Design	
Land/Right of Way	
Construction	
Other	
TOTAL MONTHS	0

PAGE NO: 26	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST	COUNCIL DISTRICTS AFFECTED: All

RESPONSIBLE DEPARTMENT	PROJECT TITLE	PROJECT NO	ACCOUNT NO(S)
Museum	Railroad Museum		0967-8820

PROJECT JUSTIFICATION

Place and X by the most accurate ranking of the project

This is a 4B project that was approved in the 4B referrendum. This project will provide a railroad museum for the citizens.

Mandatory	
Essential	
Desirable	X
Defferable	

FUNDING

TOTAL COST	$ 1,790,000
TOTAL FUNDED	$ 1,790,000
TOTAL UNFUNDED	$ -

IMPACT ON OPERATING BUDGET

☑ Will Impact

☐ Will Not Impact

		Annual Cost/(Savings)
	Personnel	110,000
	Operations	90,000
# Positions 2.5	Capital	-
	Total	$ 200,000

IMPACT EXPLANATION

Additional personnel will be necessary, as well as increased maintenance and operations costs. This is a 4B project and all maintenance and operations will be funded through the 4B corporation.

PROJECT COSTS	THRU 09-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019 to Completion	TOTAL
Design		190,000						$ 190,000
Construction				1,600,000				$ 1,600,000
Equip & Furnishings								$ -
Other								$ -
TOTAL COSTS	$ -	$ 190,000	$ -	$ 1,600,000	$ -	$ -	$ -	$ 1,790,000
SOURCE OF FUNDS	**THRU 09-2014**	**2014-2015**	**2015-2016**	**2016-2017**	**2017-2018**	**2018-2019**	**2019 to Completion**	**TOTAL**
Current Funds		190,000						$ 190,000
GO Issued								$ -
GO Unissued								$ -
Certificates of Obligation								$ -
Revenue Bonds Issued								$ -
Revenue Bonds Unissued								$ -
Fund 21								$ -
Other								$ -
Unfunded								$ -
TOTAL SOURCES	$ -	$ 190,000	$ -	$ -	$ -	$ -	$ -	$ 190,000

PROJECT SCHEDULE	Number of Months
Design	6
Land/Right of Way	
Construction	12+
Other	
TOTAL MONTHS	18

Supplemental

&

Statistical Section

2014-2015

HISTORICAL HIGHLIGHTS – CLEBURNE, TEXAS

Patrick R. Cleburne, a major general in the Confederate Army, led many men in battle. Some of those men settled in Camp Henderson, Texas near the banks of Buffalo Creek. With the Civil War still fresh on their minds, these citizens renamed our community Cleburne at an 1867 July Fourth picnic. Incorporation came in 1871.

Cleburne obtained her first contact with the iron rails October 21, 1881 when a stretch of the Gulf, Colorado, and Santa Fe line was completed. This major industry nourished the community with money and jobs for generations.

Many buying and selling businesses sprang up during the 1870's and 1880's near the courthouse and market square. There were also several industries engaged in processing and manufacturing, including grist mills, saw mills and brick making.

Agriculture in Cleburne and the surrounding communities has always had an impact on local business. In 1879 as many as 50 wagons of cotton a day were brought in and sold to local buyers. Wheat, oats, and corn were also popular.

The county seat of Johnson County, Cleburne is 29 miles south of Fort Worth and 55 miles southwest of Dallas. Although Cleburne is located only an hour from DFW Airport, and at the southwest edge of a Metroplex area, we have retained the qualities of a small home town community. Today over 40 manufacturing plants in Cleburne turn out a variety of products. Agriculture still plays a large part in the local economy.

Cleburne was built through generations of hard working, progressive people who took pride in their community; and the building process is not over.

Cleburne is home to approximately 30,000 people and the County seat of Johnson County. We have seven neighborhood schools, including two Middle Schools and one High School. Hill College, a two year school, has blended into the educational and cultural aspects of our community. Their programs include data and word processing, L.V.N., electronics, secretarial, drafting, machine shop, management, emergency medical, welding, auto mechanic, auto body, real estate, law enforcement, child care and development and cosmetology. Cleburne is within a 60 minute drive of Cowboys Stadium (Arlington), American Airlines Center (Dallas), Fair Park and the Cotton Bowl (Dallas), Rangers Ballpark (Arlington), The Stockyards (north Fort Worth), Lake Whitney, Texas Rangers Hall of Fame (Waco), several State Parks (Cleburne, Glen Rose, Whitney), a large variety of shopping malls, and dozens of annual educational and cultural events.

CITY OF CLEBURNE

Miscellaneous Statistical Data
As of September 30, 2014

Date of Incorporation	1871
Present Charter Adopted	1950
Form of Government	Council-Manager
AREA: 35.56 Square Miles	
Miles of Paved Streets	187.3
Miles of Storm Sewers	28.3
Miles of Sanitary Sewers	198.5
Number of Street Lights	1,454
PUBLIC SAFETY: (Police and Fire)	
No. of Employees - 10/01/14	124
Vehicular Patrol Units	19
RECREATION:	
Youth Sports Complex (107 acres)	1
Number of Parks (total of 493 acres)	13
Number of Playgrounds	6
Number of Aquatics Facilities	1
Number of Splash Pads	1
Number of Basketball Courts	4
EDUCATION: (Cleburne I.S.D.)	
Number of Schools:	
Elementary Schools	7
Middle School	2
High School	2
College	1
Private Schools	2
Number of Students	6,600
Student to Teacher Ratio	
Elementary	22 to 1
Secondary	25 to 1

BUILDING PERMITS:

Calendar Year	Number	Value
2005	602	38,311,599
2006	592	85,177,332
2007	571	68,988,500
2008	370	40,965,873
2009	390	41,451,420
2010	400	16,111,264
2011	276	10,625,873
2012	242	16,683,445
2013	326	28,180,725
2014 - Through 9/2014	240	39,332,388

ENTERPRISES:	
(Combined Waterworks & Waste Water System)	
Number of Active Accounts	10,949
Average Daily Consumption	
(Gallons/Day - Water Plant)	6MGD
Wastewater Treatment Capacity	7.5 MGD
Max Water Production Capacity	20 MGD
Water Mains (Miles)	237
EMPLOYEES: **(Full Time as of 10/01/14)**	
Civil Service	106
Non-Civil Service	214
Total	320
ELECTIONS:	
Number of Registered Voters - City Wide	13,833
Total valid votes cast in 2013-2014 Elections	2,313
POPULATION STATISTICS: Census	
1970	15,016
1980	19,218
1990	22,205
2000	26,005
2010	29,337

TOP TEN TAXPAYERS:

	Taxable Value
James Hardie Building Prod Inc	72,867,578
Johns Manville Corp	59,313,383
Wal-Mart Stores East LP	57,429,257
Brazos Electric	56,221,564
Technical Chemical	32,898,616
Chesapeake Operating	31,708,194
Air Liquide	24,892,881
BNSF Railway Co.	18,355,241
Sachem Inc	15,810,037
Well Services Division of STC	15,190,835
	$ 384,687,586

Salary Schedules

2014-2015

City of Cleburne
Salary Schedule for 2014-2015 - Effective October 1, 2014

Pay Grade	Pay Basis	1	2	3	4	5	6	7
10	Hourly	12.501	12.815	13.135	13.464	13.800	14.145	14.499
	Annual	26,002.97	26,654.27	27,320.70	28,004.54	28,704.00	29,420.61	30,156.89
11	Hourly	13.135	13.464	13.800	14.145	14.499	14.861	15.233
	Annual	27,320.70	28,004.54	28,704.00	29,420.61	30,156.89	30,910.82	31,684.41
12	Hourly	13.800	14.145	14.499	14.861	15.233	15.614	16.005
	Annual	28,704.00	29,420.61	30,156.89	30,910.82	31,684.41	32,477.68	33,290.61
13	Hourly	14.499	14.861	15.233	15.614	16.005	16.405	16.815
	Annual	30,156.89	30,910.82	31,684.41	32,477.68	33,290.61	34,122.96	34,975.22
14	Hourly	15.233	15.614	16.005	16.405	16.815	17.235	17.666
	Annual	31,684.41	32,477.68	33,290.61	34,122.96	34,975.22	35,849.17	36,745.06
15	Hourly	16.005	16.405	16.815	17.235	17.666	18.107	18.560
	Annual	33,290.61	34,122.96	34,975.22	35,849.17	36,745.06	37,662.89	38,604.67
16	Hourly	16.815	17.235	17.666	18.107	18.560	19.024	19.500
	Annual	34,975.22	35,849.17	36,745.06	37,662.89	38,604.67	39,570.66	40,560.34
17	Hourly	17.666	18.107	18.560	19.024	19.500	19.988	20.488
	Annual	36,745.06	37,662.89	38,604.67	39,570.66	40,560.34	41,574.24	42,614.36
18	Hourly	18.560	19.024	19.500	19.988	20.488	21.000	21.526
	Annual	38,604.67	39,570.66	40,560.34	41,574.24	42,614.36	43,680.70	44,773.27
19	Hourly	19.500	19.988	20.488	21.000	21.526	22.063	22.615
	Annual	40,560.34	41,574.24	42,614.36	43,680.70	44,773.27	45,892.06	47,039.34
20	Hourly	20.488	21.000	21.526	22.063	22.615	23.180	23.760
	Annual	42,614.36	43,680.70	44,773.27	45,892.06	47,039.34	48,214.86	49,421.15
21	Hourly	21.526	22.063	22.615	23.180	23.760	24.354	24.963
	Annual	44,773.27	45,892.06	47,039.34	48,214.86	49,421.15	50,655.67	51,922.98
22	Hourly	22.615	23.180	23.760	24.354	24.963	25.587	26.227
	Annual	47,039.34	48,214.86	49,421.15	50,655.67	51,922.98	53,221.05	54,551.90
23	Hourly	23.760	24.354	24.963	25.587	26.227	26.882	27.555
	Annual	49,421.15	50,655.67	51,922.98	53,221.05	54,551.90	55,915.27	57,313.95
24	Hourly	24.963	25.587	26.227	26.882	27.555	28.244	28.950
	Annual	51,922.98	53,221.05	54,551.90	55,915.27	57,313.95	58,747.17	60,215.69
25	Hourly	26.227	26.882	27.555	28.244	28.950	29.674	30.415
	Annual	54,551.90	55,915.27	57,313.95	58,747.17	60,215.69	61,721.28	63,263.93
26	Hourly	27.555	28.244	28.950	29.674	30.415	31.176	31.955
	Annual	57,313.95	58,747.17	60,215.69	61,721.28	63,263.93	64,845.92	66,467.24

City of Cleburne
Salary Schedule for 2014-2015 - Effective October 1, 2014

Pay Grade	Pay Basis	1	2	3	4	5	6	7
27	Hourly	28.950	29.674	30.415	31.176	31.955	32.754	33.572
	Annual	60,215.69	61,721.28	63,263.93	64,845.92	66,467.24	68,128.16	69,830.17
28	Hourly	30.415	31.176	31.955	32.754	33.572	34.412	35.272
	Annual	63,263.93	64,845.92	66,467.24	68,128.16	69,830.17	71,576.06	73,365.82
29	Hourly	31.955	32.754	33.572	34.412	35.272	36.153	37.057
	Annual	66,467.24	68,128.16	69,830.17	71,576.06	73,365.82	75,199.20	77,078.22
30	Hourly	33.572	34.412	35.272	36.153	37.057	37.983	38.933
	Annual	69,830.17	71,576.06	73,365.82	75,199.20	77,078.22	79,005.66	80,981.00
31	Hourly	35.272	36.153	37.057	37.983	38.933	39.907	40.905
	Annual	73,365.82	75,199.20	77,078.22	79,005.66	80,981.00	83,006.52	85,082.47
32	Hourly	37.057	37.983	38.933	39.907	40.905	41.927	42.976
	Annual	77,078.22	79,005.66	80,981.00	83,006.52	85,082.47	87,208.60	89,389.44
33	Hourly	38.933	39.907	40.905	41.927	42.976	44.050	45.151
	Annual	80,981.00	83,006.52	85,082.47	87,208.60	89,389.44	91,624.75	93,914.78
34	Hourly	40.905	41.927	42.976	44.050	45.151	46.280	47.436
	Annual	85,082.47	87,208.60	89,389.44	91,624.75	93,914.78	96,261.54	98,667.56
35	Hourly	42.976	44.050	45.151	46.280	47.436	48.622	49.838
	Annual	89,389.44	91,624.75	93,914.78	96,261.54	98,667.56	101,134.34	103,662.65
36	Hourly	45.151	46.280	47.436	48.622	49.838	51.084	52.361
	Annual	93,914.78	96,261.54	98,667.56	101,134.34	103,662.65	106,254.24	108,911.40

City of Cleburne
Salary Schedule for 2014-2015 - Effective October 1, 2014

8	9	10	11	12	13	14	15
14.861	**15.233**	**15.614**	**16.005**	**16.405**	**16.815**	**17.235**	**17.666**
30,910.82	31,684.41	32,477.68	33,290.61	34,122.96	34,975.22	35,849.17	36,745.06
15.614	**16.005**	**16.405**	**16.815**	**17.235**	**17.666**	**18.107**	**18.560**
32,477.68	33,290.61	34,122.96	34,975.22	35,849.17	36,745.06	37,662.89	38,604.67
16.405	**16.815**	**17.235**	**17.666**	**18.107**	**18.560**	**19.024**	**19.500**
34,122.96	34,975.22	35,849.17	36,745.06	37,662.89	38,604.67	39,570.66	40,560.34
17.235	**17.666**	**18.107**	**18.560**	**19.024**	**19.500**	**19.988**	**20.488**
35,849.17	36,745.06	37,662.89	38,604.67	39,570.66	40,560.34	41,574.24	42,614.36
18.107	**18.560**	**19.024**	**19.500**	**19.988**	**20.488**	**21.000**	**21.526**
37,662.89	38,604.67	39,570.66	40,560.34	41,574.24	42,614.36	43,680.70	44,773.27
19.024	**19.500**	**19.988**	**20.488**	**21.000**	**21.526**	**22.063**	**22.615**
39,570.66	40,560.34	41,574.24	42,614.36	43,680.70	44,773.27	45,892.06	47,039.34
19.988	**20.488**	**21.000**	**21.526**	**22.063**	**22.615**	**23.180**	**23.760**
41,574.24	42,614.36	43,680.70	44,773.27	45,892.06	47,039.34	48,214.86	49,421.15
21.000	**21.526**	**22.063**	**22.615**	**23.180**	**23.760**	**24.354**	**24.963**
43,680.70	44,773.27	45,892.06	47,039.34	48,214.86	49,421.15	50,655.67	51,922.98
22.063	**22.615**	**23.180**	**23.760**	**24.354**	**24.963**	**25.587**	**26.227**
45,892.06	47,039.34	48,214.86	49,421.15	50,655.67	51,922.98	53,221.05	54,551.90
23.180	**23.760**	**24.354**	**24.963**	**25.587**	**26.227**	**26.882**	**27.555**
48,214.86	49,421.15	50,655.67	51,922.98	53,221.05	54,551.90	55,915.27	57,313.95
24.354	**24.963**	**25.587**	**26.227**	**26.882**	**27.555**	**28.244**	**28.950**
50,655.67	51,922.98	53,221.05	54,551.90	55,915.27	57,313.95	58,747.17	60,215.69
25.587	**26.227**	**26.882**	**27.555**	**28.244**	**28.950**	**29.674**	**30.415**
53,221.05	54,551.90	55,915.27	57,313.95	58,747.17	60,215.69	61,721.28	63,263.93
26.882	**27.555**	**28.244**	**28.950**	**29.674**	**30.415**	**31.176**	**31.955**
55,915.27	57,313.95	58,747.17	60,215.69	61,721.28	63,263.93	64,845.92	66,467.24
28.244	**28.950**	**29.674**	**30.415**	**31.176**	**31.955**	**32.754**	**33.572**
58,747.17	60,215.69	61,721.28	63,263.93	64,845.92	66,467.24	68,128.16	69,830.17
29.674	**30.415**	**31.176**	**31.955**	**32.754**	**33.572**	**34.412**	**35.272**
61,721.28	63,263.93	64,845.92	66,467.24	68,128.16	69,830.17	71,576.06	73,365.82
31.176	**31.955**	**32.754**	**33.572**	**34.412**	**35.272**	**36.153**	**37.057**
64,845.92	66,467.24	68,128.16	69,830.17	71,576.06	73,365.82	75,199.20	77,078.22
32.754	**33.572**	**34.412**	**35.272**	**36.153**	**37.057**	**37.983**	**38.933**
68,128.16	69,830.17	71,576.06	73,365.82	75,199.20	77,078.22	79,005.66	80,981.00

City of Cleburne
Salary Schedule for 2014-2015 - Effective October 1, 2014

8	9	10	11	12	13	14	15
34.412	**35.272**	**36.153**	**37.057**	**37.983**	**38.933**	**39.907**	**40.905**
71,576.06	73,365.82	75,199.20	77,078.22	79,005.66	80,981.00	83,006.52	85,082.47
36.153	**37.057**	**37.983**	**38.933**	**39.907**	**40.905**	**41.927**	**42.976**
75,199.20	77,078.22	79,005.66	80,981.00	83,006.52	85,082.47	87,208.60	89,389.44
37.983	**38.933**	**39.907**	**40.905**	**41.927**	**42.976**	**44.050**	**45.151**
79,005.66	80,981.00	83,006.52	85,082.47	87,208.60	89,389.44	91,624.75	93,914.78
39.907	**40.905**	**41.927**	**42.976**	**44.050**	**45.151**	**46.280**	**47.436**
83,006.52	85,082.47	87,208.60	89,389.44	91,624.75	93,914.78	96,261.54	98,667.56
41.927	**42.976**	**44.050**	**45.151**	**46.280**	**47.436**	**48.622**	**49.838**
87,208.60	89,389.44	91,624.75	93,914.78	96,261.54	98,667.56	101,134.34	103,662.65
44.050	**45.151**	**46.280**	**47.436**	**48.622**	**49.838**	**51.084**	**52.361**
91,624.75	93,914.78	96,261.54	98,667.56	101,134.34	103,662.65	106,254.24	108,911.40
46.280	**47.436**	**48.622**	**49.838**	**51.084**	**52.361**	**53.670**	**55.012**
96,261.54	98,667.56	101,134.34	103,662.65	106,254.24	108,911.40	111,634.12	114,424.41
48.622	**49.838**	**51.084**	**52.361**	**53.670**	**55.012**	**56.387**	**57.797**
101,134.34	103,662.65	106,254.24	108,911.40	111,634.12	114,424.41	117,284.80	120,217.30
51.084	**52.361**	**53.670**	**55.012**	**56.387**	**57.797**	**59.241**	**60.722**
106,254.24	108,911.40	111,634.12	114,424.41	117,284.80	120,217.30	123,221.67	126,302.69
53.670	**55.012**	**56.387**	**57.797**	**59.241**	**60.722**	**62.241**	**63.796**
111,634.12	114,424.41	117,284.80	120,217.30	123,221.67	126,302.69	129,460.37	132,696.46

City of Cleburne Salary Scedule for 2014-2015 - October 1, 2014

Police Dept Job Titles	Pay Basis	1	2	3	4	5	6	7
Officer	H	23.866	24.976	25.599	27.640	28.192	28.756	29.331
2080 HRS	A	49,641.27	51,949.46	53,245.76	57,490.45	58,640.00	59,812.50	61,007.69
Corporal	H	30.509	31.271	32.110	33.440			
2080 HRS	A	63,458.09	65,043.61	66,789.74	69,554.32			
Sergeant	H	33.572	34.411	35.271				
2080 HRS	A	69,828.90	71,574.54	73,364.05				
Lieutenant	H	35.337	35.529	36.011	36.911	38.056		
2080 HRS	A	73,500.00	73,900.00	74,902.67	76,774.89	79,156.45		
Assistant Chief	H	45.051	46.350	47.651	48.950	50.250		
2080 HRS	A	93,705.24	96,407.79	99,113.10	101,815.90	104,520.97		

City of Cleburne Salary Scedule for 2014-2015 - October 1, 2014

Fire Dept. Job Titles	Pay Basis	1	2	3	4	5	6	7
2920 HRS	H	16.645	17.568	18.007	19.432	19.820	20.216	20.621
2080 HRS		23.366	24.663	25.279	27.280	27.825	28.381	28.949
Firefighter	A	48,602.16	51,298.40	52,580.34	56,741.82	57,875.74	59,032.10	60,214.18
2920 HRS	H	21.136	21.665	22.206	22.762	23.331		
2080 HRS		29.672	30.414	31.174	31.954	32.753		
Engineer	A	61,718.25	63,261.41	64,842.89	66,463.97	68,125.38		
2920 HRS	H	23.914	24.512	25.125	25.753	26.535		
2080 HRS		33.572	34.411	35.271	36.153	37.251		
Lieutenant	A	69,828.91	71,574.54	73,364.05	75,198.19	77,482.16		
2920 HRS	H	28.089	28.932	29.800	30.694	31.615		
2080 HRS		39.433	40.616	41.835	43.089	44.382		
Battalion Chief								
Fire Marshall	A	82,020.61	84,481.34	87,016.46	89,625.46	92,314.89		
2080 HRS	H	45.492	46.629	47.795	48.990	50.263		
Asst Fire Chief	A	94,622.82	96,988.49	99,413.67	101,898.35	104,546.18		

Expenditure Classification Codes

2014-2015

CITY OF CLEBURNE

Expenditure Classification Codes
2014-2015

ACCT CODE	ACCOUNT NAME	DESCRIPTION
81	**SALARIES AND WAGES**	**Salary compensation to employees.**
8110	Personnel	Compensation to full, part-time and temporary employees for regular working hours.
8130	Overtime	Compensation to employees for hours worked over 40 per week
8150	Allowances	Compensation to employees for the use of vehicles, tools and clothing used for City business
8190	Non-Cash Benefits	Compensation to employees for personal use of City vehicles and certain life insurance benefits.
82	**BENEFITS**	**Benefit programs received by regular, full time employees.**
8210	Social Security Contributions	Computed by taking 6.2% of each individual's annual salary.
8220	Medicare Contributions	Computed by taking 1.45% of each individual's annual salary.
8230	Retirement Contributions	Retirement benefits are computed using a weighted average of 18.31% for TMRS employees and 24.31% for Firemen.
8240	Health/Life Insurance	On the 1st day of the month following sixty days of employment, full time employees of the City are provided group health, accident, dental and life insurance. Beginning on the 1st of October following the employees two year service anniversary, the City will pay a portion of an employee's dependent coverage and a portion of coverage for Medicare dependents.
8250	Worker's Compensation	Insurance paid by the City for on-the-job injuries. The premium is computed by taking the employee's annual salary times a rate for the employee's classification.
8260	Unemployment Compensation	Insurance paid by the City for unemployment benefits, if needed.

Acct Code	Account Name	Description
83	**Supplies and Materials**	**Supplies are articles that are consumed or show a change in or an appreciable impairment of their physical condition, and articles liable to loss, theft and rapid depreciation.**
8301	Office Supplies	All supplies necessary for general office work.
8303	Ammunition	Ammunition for protective services.
8308	Books and Subscriptions	Books, newspapers and periodicals for departmental use.
8315	Chemical Supplies	Water treatment, Waste Water treatment, fire fighting and other chemical supplies (large quantities).
8322	Clothing	Clothing allowance, uniforms and badges.
8323	Clothing - Protective	HazMat clothing.
8336	Fuel and Lubricants	Gasoline, motor oil and grease associated with the operation of vehicles.
8343	Laundry and Cleaning Supplies	Laundry and cleaning supplies.
8350	Library Periodicals	Subscriptions and renewals for public library.
8357	Medical Supplies	Medical supplies.
8364	Minor Equipment	Equipment ($500 to $5,000 only).
8371	Photography Supplies	Film and development.
8378	Sanitation - Garbage Bags	Purchase of residential garbage bags.
8382	Utility - Electrical Fees	Electrical utility fees.
8383	Utility - Street Light Electrical Fees	Electrical utility fees for the street lights.
8385	Utility - Gas Fees	Gas utility fees.
8388	Utility - Water and Sewer Fees	Water, Waste Water, Garbage & Drainage fees.
8399	Other Supplies and Materials	Supplies necessary for departmental operation, but not included in any of the above classifications (i.e. safety items).

Acct Code	Account Name	Description
84	**Maintenance & Repair of Land, Structures, Streets, and Infrastructure**	**Materials and Contractual Services for the maintenance and repair of grounds, structures, streets and infrastructures.**
8407	M&R-Bridges and Dams	The maintenance and repair of bridges and dams.
8419	M&R-Structures	The maintenance and repair of structures.
8431	M&R-Grounds	The maintenance and repair of grounds.
8443	M&R-Sanitary Sewer Systems	The maintenance and repair of sanitary sewer lines.
8455	M&R-Storm Sewer Systems	The maintenance and repair of storm sewer lines.
8467	M&R-Streets, Curbs, and Alleys	The maintenance and repair of streets, curbs and alleys.
8479	M&R-Walks and Fences	The maintenance and repair of sidewalks, gutters and fences.
8491	M&R-Water Mains	The maintenance and repair of water mains and lines.
8499	M&R-Other	Other maintenance and repair of structures not included in any of the above classifications.
85	**Maintenance & Repair of Equipment**	**Materials, small tools and contracted services for the maintenance and repair of equipment.**
8509	M&R-Computers	The maintenance and repair of computers.
8515	M&R-Copiers	The maintenance and repair of copiers.
8539	M&R-Instruments	The maintenance and repair of instruments.
8545	M&R-Equipment	The maintenance and repair of machinery.
8551	M&R-Meters and Settings	The maintenance and repair of meters and settings.
8557	M&R-Vehicles	The maintenance and repair of all motorized vehicles.
8559	M&R-Office Equipment	The maintenance and repair of all office equipment.
8569	M&R-Radios	The maintenance and repair of all radios.
8574	M&R-Street Lights	The maintenance and repair of all street lights.

Acct Code	Account Name	Description
8575	M&R-Signal Lights	The maintenance and repair of all signal lights.
8577	M&R-Software Packages	The maintenance and repair of all software packages.
8581	M&R-Temperature Control	The maintenance and repair of all temperature controls.
8599	M&R-Other Equipment	The maintenance and repair of other equipment not included in any of the above classifications.
86	**Contractual and Miscellaneous Services**	**Individuals or Companies contracted for a specific service for the City.**
8601	Administrative Fees	Administrative fees.
8608	Advertising	Advertising fees.
8615	Audits	Contractual annual audit cost.
8629	Codification	Recodification of all City ordinances.
8636	Communications	Telephone, fax equipment, cell phones, pagers and long distance expenditures.
8640	Depreciation/Amortization	Depreciation and amortization charges.
8643	Dues	Professional association's dues.
8650	Employee Educational Plan	Educational assistance to aid regular City employees in improving their professional skills.
8652	Fees & Permits	Fees and permits.
8657	Insurance	Premiums or payments on property, general liability and errors and omissions insurance.
8660	Postage	Postage fees.
8662	Printing	Purchased printing services.
8664	Professional Services	Contractual services with individuals or companies for general professional services.
8670	Vehicle Use Fee	Used to fund the Leased Equipment Fund.

Acct Code	Account Name	Description
8672	Rental of Equipment	Rental of specialized equipment and non-capitalized lease payment on other equipment
8675	Rental of Property	Rental of property.
8676	Rental of Property(HUD)	HUD rental payments of property.
8684	Training	Registration for short schools, police & fire academies and seminars.
8690	Travel Expenses	Expenditures of training or business trips.
8699	Other Miscellaneous Services	Services for departmental operations not included in any of the above classifications.
87	**Miscellaneous and Sundry Charges**	**Non-operating expenditures.**
8711	Bad Debt Expense	Cost of uncollectible receivables.
8727	Cost of Sales	Cost of goods for resale.
8732	Debt Principal Retirement	Debt principal payments.
8735	Debt Interest Expense	Debt interest payments.
8738	Debt Service Charges	Fees or charges expended on debt service.
8768	Penalties and Fines	Penalties and fines.
8798	Other Miscellaneous and Sundry Charges	Miscellaneous and sundry charges.
88	**Capital Outlay – Land and Structures**	**Cost, freight, installation and acquisition of land and structural properties.**
8810	Capital-Land	Capital outlay expenditures on land.
8820	Capital-Structures	Capital outlay expenditures on buildings and other structures.
8830	Capital-Sanitary Sewer Systems	Capital outlay expenditures on the sanitary sewer systems.
8840	Capital-Drainage Systems	Capital outlay expenditures on the drainage systems.

Acct Code	Account Name	Description
8850	Capital-Streets and Curbs	Capital outlay expenditures on streets and curbs.
8860	Capital-Walks and Fences	Capital outlay expenditures on walks and fences.
8870	Capital-Water Mains	Capital outlay expenditures on water systems.
8880	Capital - Improvements	Capital costs related to non-building improvements (i.e. Sports Complex)
89	**Capital Outlay – Equipment**	**All expenditures to cover original cost, freight and installation of equipment. (Must have value over $5,000 and have a useful life greater than 3 years). Also included are library books and museum artifacts.**
8910	Capital-Library Books	Purchase of library books.
8920	Capital-Museum Artifacts	Purchase of museum artifacts.
8930	Capital-Equipment	Payments for machinery and tools costing $5,000 or more and having a service life greater than three years.
8950	Capital-Vehicles	Purchase of vehicles.
8990	Capital-Other Expenditures	Other specific equipment expenditures costing $5,000 or more that are not applicable to any of the above classifications.

Boards & Commissions

2014-2015

BOARD & COMMISSION MEMBERS

4B ECONOMIC DEVELOPMENT CORPORATION – Burton Barr
Seven Members Serving Two 2-Year Terms
Meets the first Tuesday and third Thursday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Arthurs, Michael	1401 Surry Place Dr.	12-09-14	12-09-16	
Frost, Robert	601 Forrest	03-08-11	03-08-15	2
Sturgeon, Dale	Councilman SMD 3	10-08-13	10-03-15	1
Wallace, Linda	1114 Green River Trail	09-25-12	09-25-16	2
Warren, John	Councilman SMD 4	10-08-13	10-08-15	1
White, Gayle	Councilwoman SMD 2	10-08-13	10-08-15	1
Zachary, Michael	1016 Janehaven Lakes	09-25-12	09-25-14	2

AIRPORT Advisory BOARD – Sharlette Wilson
Five Members Serving Two 2-Year Terms
Meets the second Monday of every other month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Engelhardt, Brenda	1638 Blue Jay Dr	09-11-12	09-11-16	2
Rollen, John	2501 Lakeshore	10-08-13	10-08-15	1
Kennon, Michelle	838 S Ridgeway	09-27-11	09-27-15	2
Lance, Herschel, Jr.	1504 Berry	09-27-11	09-27-15	2
Layland, Ron	600 Hyde Park Blvd	04-22-14	04-22-16	1

ANIMAL SHELTER ADVISORY COMMITTEE – Danny Rogers
Seven Members Serving Two 2-Year Terms
Meets at least three (3) times a year

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Andrews, William E	838 S Ridgeway	04-12-11	04-12-15	2
Brockett, Jacqueline, DVM	9036 CR 1108	04-10-12	04-10-16	2
Collins, Deborah	102 Wren Ct	09-09-14	09-09-16	1
Knoll, Dep Chief Amy	City of Cleburne	04-10-12	04-10-16	2
Larson, Randy	6524 Ladybank Ct W Cleburne	05-14-13	05-14-15	1
Masters, Ashlee	City of Cleburne - Shelter	04-10-12	04-10-16	2

BUILDING AND STANDARDS COMMISSION – Clint Ishmael
Seven Members Serving Two 2-Year Terms
Meets the third Wednesday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Cook, Roy Lee Sr	715 N Brazos Apt A	05-13-13	05-13-15	1
Gilliam, Horace	825 Featherston	06-24-12	06-24-16	2
Ledlow, Robert	702 Amanda Lane	04-23-13	04-23-15	1
Mims, Kathleen	1003 Hemphill	08-09-11	08-09-15	2
Swatzell, Beth	804 Prairie Ave	05-31-13	05-31-15	1
Ward, Luanna	503 Sunset	01-11-11	01-11-15	2

BOARD & COMMISSION MEMBERS

CIVIL SERVICE COMMISSION – Debra Powledge
Three Members Serving 3-Year Terms, Expiring in December - LGC 143.006
Meets the third Thursday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Boulware, Dan	711 Stonelake Dr	04-08-03	12/15	5
Blair, Morgan	1701 Hyde Park	06-24-14	06-24-17	1
Wilson, Terri	508 Prairie	12-14-04	12/16	4

HISTORIC PRESERVATION COMMISSION – Courtney Coates
Five members serving 2-year terms; Established OR10-2005-71
Meets the fourth Wednesday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Buker, Lynn	100 S. Pendell	06-23-09	06-23-15	2
Gentry, Harold	604 Prairie Ave	06-12-12	06-12-14	1
Hill, Ruth Ann	2313 Lakeshore	07-26-11	07-26-15	1
Williams, Saundra	808 S Anglin	08-09-11	08-09-15	1

LIBRARY ADVISORY BOARD – Tina Dunham
Nine Members Serving Two 2-Year Terms
Meets the first Monday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Colbert, Ellen	6640 CR 1022	10-22-13	10-22-15	1
Dooley, Lora	2137 Malone Rd	03-22-11	03-22-15	2
Grigsby, Larry D	1013 W Lone Star	12-09-14	12-09-16	1
Griffith, Martin L	1616 Hemphill	03-22-11	03-22-15	2
Leonard, Diana	818 N Anglin	03-12-13	03-12-15	1
Roberts, Clara	206 Odell	01-14-14	01-14-16	1
Rosiere, Becky	117 Circle Dr	10-22-13	10-22-15	1
Tranum, Susan	1104 Cherrywood Dr	01-14-14	01-14-16	1
Wallace, Wayne	210 Williams Ave	05-13-14	05-13-16	1

MUSEUM ADVISORY BOARD – Burton Barr
Nine Members Serving Two 2-Year Terms
Meets the second Tuesday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Bonds, Patricia	1201 CR 701A	04-24-12	04-24-16	2
Dossett, Florence	1661 Woodard Ave #520	9-23-14	09-23-16	1
Ellis, Jo Ann	700 Brandon Dr	01-25-14	01-25-16	1
Layland, Mary Alice	600 Hyde Park Blvd	07-23-13	07-23-15	1
McPherson, Phyllis J	2108 Country Club Rd	08-23-11	08-23-15	2
Rosser, Mindi	811 Shady Creek	04-24-12	04-24-16	2
Shaw, J Gary	604 Featherston St	9-23-14	09-23-16	1
Webber, Cheryl	914 Highland Dr	08-23-11	08-23-15	2
Wilbanks, David G	1001 Prairie Ave	04-09-13	04-09-15	1

BOARD & COMMISSION MEMBERS

PARKS AND RECREATION BOARD – Burton Barr
Seven Members Serving Two 2-Year Terms
Meets the first Monday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Bouchard, Debbe	2509 Lakeshore Dr	09-24-13	09-24-15	1
Evans, Brad	1711 Westhill	04-12-11	04-12-15	1
Geigel, Elizabeth	2511 Lakeshore Dr.	07-10-12	07-10-16	2
Goodman, Brian	410 W Third	01-24-12	01-24-16	2
Leonard, LuAnne	901 W Wardville	09-24-13	09-24-15	1
Moore, Jay	711 S Nolan River Rd	06-24-14	06-24-16	1
Wylie, Garey	306 Red Oak Dr	06-24-14	06-24-16	1

PLANNING AND ZONING COMMISSION – Courtney Coates
Seven Members Serving Two 2-Year Terms
Meets the second and fourth Monday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Bond, Adam T	1702 Lakeway Dr	01-24-12	01-24-16	2
Brinkley, Joann	915 Stonelake Dr	11-11-14	11-11-16	1
Chandler, Lisa	501 Honeysuckle	10-23-10	10-23-14	2
Corder, Sharon	1203 Hemphill	09-13-11	09-13-15	2
Ellis, Sid M	1106 Janehaven Lakes	08-12-10	08-12-14	2
McPhail, David	1806 Belle Plain	03-13-12	03-13-16	2
Ward, William	911 W Westhill Dr	01-11-11	01-11-15	2

TIF DISTRICT #1 (Industrial Park) – Courtney Coates
Five members serving Two 2-year terms; Est. RS04-2001-34
Meetings are held as needed

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Beeson, Don	Johnson County	06-22-09	06-12-16	4
Harmon, Roger	Johnson County	06-12-06	06-12-16	6
Kelly, Robert	City Council	08-25-09	08-25-15	3
Warren, John - Chairman	City Council	03-10-09	03-10-15	3
White, Gayle	City Council	08-25-09	08-25-15	3

TIF DISTRICT #2 (Downtown) – Jessica James
Five members serving Two 2-year terms; Est. RS01-2003-15
Meetings are held as needed

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Beeson, Don	Johnson County	04-13-07	04-13-15	4
Cain, Scott	1611 Chaucer	06-12-12	06-12-16	2
Harmon, Roger	Johnson County	06-22-09	06-22-15	3
Sturgeon, Dale	City Council	08-25-09	08-25-15	3
Wells, Charles-Chairman	503W Chambers	04-28-11	04-28-15	2

BOARD & COMMISSION MEMBERS

TIF DISTRICT #3 (Chisholm Trail) – Courtney Coates
Five members serving Two 2-year terms; Est. RS01-2012-03
Meetings are held as needed

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Bailey, Rick	Johnson County	02-13-12	02-13-16	2
Harmon, Roger	Johnson County	02-13-12	02-13-16	2
Kelly, Robert	City Council	01-10-12	01-10-16	2
Sturgeon, Dale-Chairman	City Council	01-10-12	01-10-16	2
White, Gayle	City Council	01-10-12	01-10-16	2

ZONING BOARD OF ADJUSTMENT – Courtney Coates
Nine Members (5 and up to 4 Alternates) Serving Two 2-Year Terms
Meets the third Tuesday of the month

NAME	ADDRESS	APPOINTED	EXPIRES	TERM
Curlee, Jim	816 Meadowview	09-28-09	09-28-13	2
Hazlewood, Tom	929 Highland	06-28-11	06-28-15	2
Mayfield, Patt	1113 Cottonwood Ct	05-22-12	05-22-16	2
Potts, Brannon	801 Bentwood Ln	07-28-09	07-28-13	2
Shaffer, Steven E	1616 Wordsworth Dr	08-30-10	08-30-14	2
Turman, John	1127 Berkley Dr.	07-12-11	07-12-15	2
Wileman, Rosemarie	809 Meadow View Dr	10-23-12	10-23-14	1

Glossary

GLOSSARY

ACCOUNT A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.

ACCOUNTING PERIOD A period of time, at the end of which, and for which financial statements are prepared.

ACCOUNTING SYSTEM The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds.

ACCRUAL ACCOUNTING A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

AD VALOREM TAXES Local property taxes that are assessed upon tangible property: land, improvements, and inventory.

AGENCY FUNDS Funds used to account for assets held by the City, acting as a trustee or agent for individuals, organizations, other governmental entities, and other funds of the City.

APPRAISED VALUE A value given to an asset for the purpose of taxation. (Property values are established by the Johnson County Appraisal District).

APPROPRIATION An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

ASSESSED VALUATION A valuation set upon real estate or other property, by a government body, as the basis for levying taxes.

ASSETS Resources, owned or held by a government, which have monetary value.

AUDIT A methodical examination of the utilization of resources. It concluded in a written report of its findings. It is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being enforced.

BALANCE SHEET A basic financial statement which discloses the assets, liabilities, and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles.

BALANCED An equality between the total of revenues and expenses.

BALANCED BUDGET When the anticipated revenues exceed or equal the anticipated expenditures for a budget period.

BOND A written promise, generally under seal, to pay a specified sum of money called the face value, at a fixed time in the future called the maturity date, and carrying interest at a fixed rate

payable periodically. Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.

BOND FUND A fund used to account for the proceeds of a bond issue. Such proceeds are accounted for in a Capital Projects Fund.

BONDED DEBT That portion of indebtedness represented by outstanding bonds.

BONDS AUTHORIZED AND UNISSUED Bonds which have been legally authorized, but not issued and which can be issued and sold without further authorization. Note: This term should not be confused with the term "margin of borrowing power," or "legal debt margin," either one of which represents the difference between the legal debt limit of a governmental unit and the debt outstanding against it.

BOND ISSUED Bonds sold.

BUDGET A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary or whether it has been approved by the appropriating body.

BUDGET MESSAGE A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

BUDGET ORDINANCE An official act by the City Council to legally authorize City staff to obligate and expend resources.

BUDGETING (APPROPRIATING) The City prepares its budget in conformity with practices prescribed or permitted by the applicable Statutes of the State of Texas. As prescribed by the Statutes, the City in its budgeting process includes as a resource (amount available for current expenditures), a portion of the fund balance that has been accumulated in prior years. This process minimizes tax levies and utilizes all available resources to the fullest extent.

CAD Central Appraisal District

CAFR Comprehensive Annual Financial Report

CAPITAL BUDGET A plan of proposed capital outlay and the means of financing the specified outlay for the stated fiscal period.

CAPITAL EXPENDITURE See Capital Outlay

CAPITAL IMPROVEMENT Value added to capital property, plant, and equipment.

CAPITAL OUTLAY Expenditures which result in the acquisition of or addition to fixed assets.

CAPITAL PROJECTS Established to account for all resources, principally bond proceeds and construction grants, which are used for the acquisition of capital facilities.

CENTRAL APPRAISAL DISTRICT (CAD) A special government district established by state law to appraise and determine fair market values on real property.

CERTIFICATE OF OBLIGATION (CO's) General Obligation Debt issued that is approved by the City Council.

CHART OF ACCOUNTS The classification system used by a City to organize the accounting for various funds.

CITY CHARTER The document of a home rule City similar to a constitution, which establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

COMMUNITY SERVICE DIVISION A division within the City that contains all departments that provide quality of life services to the residents of the city.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) The official annual financial report of a government entity which presents revenues, expenses, assets, liabilities, and equity for all entity funds.

CONTIGENCY RESERVE An asset whose existence will be confirmed only by the occurrence or non occurrence of one or more uncertain future events not wholly within the control of the City.

DEBT SERVICE FUND A fund established to finance and account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEBT SERVICE FUND REQUIREMENTS The amount of revenue which must be provided to the Debt Service Fund so that all principal and interest payments can be made in full on schedule.

DEBT SERVICE REQUIREMENTS The amount of money required to pay the interest on outstanding debt, serial maturities of principal for serial bonds, and required contributions to a Debt Service Fund for term bonds.

DEFICIT The excess of liabilities of a fund over its assets, or the excess of expenditures over revenues during a specified accounting period. For enterprise funds, it is the excess of expenses over income during the accounting period.

DEPARTMENT A unit of the City organization. All Departments report to one of the eleven Divisions.

DEPRECIATION (1) Expiration in service life of fixed assets other than wasting assets attributable to wear and tear through use and lapse of time, obsolescence, inadequacy or other physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period. Note: The cost of a fixed asset is prorated over the estimated

service life of such asset and each accounting period is charged a portion of such cost so that ultimately the entire cost of the asset is charged off as an expense.

DISBURSEMENTS The paying out of money to satisfy a debt or an expense.

DIVISION The City Departments are divided among eleven Divisions that report directly to the City manager.

EFFECTIVE TAX RATE State law in Texas prescribes a formula for calculating the effective tax rate for cities. The net effect of the formula is to produce a tax rate that goes down when property values rise because of inflation or a growing tax base. The intent is to generate a rate that produces approximately the same revenue as the year before. The formula does make adjustments for newly annexed property and newly constructed property. If it is raised by three percent or more in a year, State law requires that special notices must be posted and published.

ENCUMBRANCE A recorded expenditure commitment representing a contract to purchase goods or services.

ENTERPRISE FUND A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Examples of Enterprise Funds are those funds created for water and sewer utilities, airports, and solid waste services.

EXPENDITURES If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid. This includes expenses and a provision for retirement of debt not reported as a liability of the fund from which retired, as well as capital outlay. If they are kept on the cash basis, the term covers only actual disbursements for these purposes. Note: Encumbrances are not considered expenditures.

EXPENSES Charges incurred, whether paid or unpaid for operation, maintenance, interest and other charges which are presumed to benefit the current fiscal period. Note: Legal provisions sometimes make it necessary to treat as an expense, charges whose benefits extend over several periods.

FIREMAN'S RETIREMENT RELIEF (FRR) Retirement fund for the City Fire Department. This fund is owned by the local firemen, controlled and managed by a member retirement board, and regulated by the State of Texas.

FISCAL PERIOD Any period at the end of which a governmental unit determines its financial condition, the results of its operations and closes its books. Note: It is usually a year, though not necessarily a calendar year.

FISCAL YEAR A twelve-month period of time to which the annual budget applies and at the end of which a city determines its financial position and results of operations.

FIXED ASSETS Assets of long-term character in which the intent is to continue to hold or use an asset such as land, buildings, machinery, furniture and other equipment for a long term period. Note: The term does not indicate the immobility of an asset, which is the distinctive characteristic of "fixture."

FIXED CHARGES Those amounts that are considered more or less fixed. Examples are interest, insurance and contributions to Pension Funds.

FOUR (4) B FUND Fund used to account for the proceeds of the 4B Sales Tax.

FOUR (4) B SALES TAX An amendment to state law in 1989 that allows Texas cities, if approved by their voters, to impose an additional sales tax, from 1/8 to 1 cent, to raise funds for economic development projects and/or quality of life issues such as parks, stadiums, and swimming pools.

FRANCHISE FEE A fee paid by public service utilities for use of the public right-of-way or other public property in providing their services to the citizens of the community.

FRR Fireman' Retirement Relief

FUNCTION A group of related activities aimed at accomplishing a major service or regulatory program for which the City is responsible. For example, public safety is a function.

FUND An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND ACCOUNTS All accounts necessary to set forth the financial operations and financial condition of a fund. Note: Sometimes the term is used to denote budgetary accounts as distinguished from proprietary accounts, but such usage is not recommended.

FUND BALANCE The cumulative excess of revenues over/under expenditures in a fund at a point in time.

GAAC Government Accounting and Auditing Committee

GAAP Generally Accepted Accounting Principles

GAO General Accounting Office

GAS Government Accounting Standards

GASB Government Accounting Standards Board

GENERAL FUND The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. The General Fund is used to finance the ordinary operations of a governmental unit.

GENERAL DEBT SERVICE FUND Fund used to manage debt acquired by the General Fund.

GENERAL OBLIGATION BONDS A debt instrument of the city for whose payments the full faith and credit of the issuing body is pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) Uniform minimum standards and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practices at a particular time.

GFOA Government Finance Officers Association

GOAL A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.

GOVERNMENTAL ACCOUNTING A type of accounting using different funds to analyze, record, and summarize the financial transactions of governmental units and agencies.

GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB) A non-profit organization responsible for establishing & improving accounting & financial reporting standards for governmental units.

GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) Professional association of finance officers dedicated to the sound management of government financial resources.

GOVERNMENTAL FUNDS Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

GRANT A contribution of an asset from one governmental agency to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes.

HOTEL/MOTEL OCCUPANCY TAX A seven (7) percent charge levied against the occupants of local Hotels and Motels.

HOTEL/MOTEL OCCUPANCY FUND Fund used to account for the proceeds of the Hotel/Motel Occupancy Tax.

HUD Housing & Urban Development

HOUSING & URBAN DEVELOPMENT US Government Agency whose mission is to increase home ownership, support community development, and increase access to affordable housing.

HUD FUND Fund used to account for, and administer the grant revenue from HUD.

INCOME This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of

an enterprise's activities. As indicated elsewhere, the excess of the total revenues over the total expenses of the enterprise for a particular accounting period is called "net income".

INTEREST A charge for borrowing money; usually a percentage of the outstanding principal over a specified period of time.

INTEREST EXPENSE Charges incurred as a cost of borrowing funds.

INFRASTRUCTURE Long-lived capital assets that are normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

INTERNAL SERVICE FUND A fund established to finance and account for services and commodities furnished by a designated department or agency to other departments or agencies within a single governmental unit or to other governmental units. Amounts expended by the fund are restored thereto, either from operating earnings or by transfers from other funds, so that the original fund capital is kept intact.

INVENTORY LIST A detailed list showing quantities, descriptions, and values of property, units of measure, and unit prices. Note: The term is often confined to consumable supplies, but may also cover fixed assets.

INVENTORY OF SUPPLIES The cost value of supplies on hand.

INVESTMENTS Securities and real estate held for the production of income usually in the form of interests, dividends, rentals, or lease payments. The term does not include fixed assets used in City operations.

LAND A fixed asset account which reflects the value of land owned by a governmental unit. If land is purchased, this account shows the purchase price and costs such as legal fees, filing and excavation costs, and the likes which are incurred to put the land in condition for its intended use. If land is acquired by gift, the account reflects the estimated fair market value at the time of acquisition.

LEASED EQUIPMENT FUND Fund used to account for proceeds reserved for the replacement of capital equipment.

LEGAL DEBT MARGIN The difference between legal debt limit of a governmental entity and the debt outstanding against it.

LIABILITIES Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

LINE ITEM A specific program end item with its own identity.

MARGIN OF BORROWING POWER The difference between legal debt limit of a governmental entity and the debt outstanding against it.

MODIFIED ACCRUAL ACCOUNTING A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

NCTCOG North Central Texas Council of Governments

NON-OPERATING Income of a governmental enterprise which is not derived from the operation of such enterprises. Examples are interest on investments or on bank deposits.

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) a voluntary association of, by and for local governments, and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development. NCTCOG's purpose is to strengthen both the individual and collective power of local governments and to help them recognize regional opportunities, eliminate unnecessary duplication, and make joint decisions.

OBJECT As used in expenditure classification, this term applies to a more specific arrangement of expenditures for services or commodities purchased. An example would be salaries, retirement contributions, or social security accounts. As used in revenue classifications, this term applies to a more specific arrangement of revenue sources; for example, ad valorem taxes, building permits, general sales and use tax, hotel/motel occupancy tax, etc.

OBJECTIVE Desired output oriented accomplishments which can be measured and achieved within a given time frame. Achievement of the objective advances the activity and organization toward a corresponding goal.

OPERATING (1) As used in the accounts of governmental enterprises of a business character, the term means such costs as are necessary for the maintenance of the enterprises, the rendering of services for which the enterprise is operated, the sale of merchandise, the production and disposition of commodities produced and the collection of the revenues. (2) The term is sometimes used to describe expenses for general governmental purposes.

OPERATING EXPENSES Cost of day-to-day operations such as wages, maintenance, office supplies, etc.

OPERATING INCOME Operating revenue less operating expenses that are applied to the daily operating activities of the entity.

OPERATING REVENUE Revenue earned from the day-to-day operations of the entity.

ORDINANCE A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PER CAPITA COSTS The cost of service per person. Per capita costs are based on a population estimate provided of 29,500 by the North Texas Council of Governments.

PERFORMANCE BUDGET A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.

PERFORMANCE MEASURES Specific quantitative measures of work performed within an activity or program. They may also measure results obtained through an activity or program.

PRINCIPAL The amount of funds borrowed, or the part of the amount borrowed which remains unpaid.

PROGRAM A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

PROPERTY TAXES Taxes levied on both real and personal property according to the property's valuation and tax rate. It describes all revenues received in a period from current taxes, delinquent taxes, penalties, and interest on delinquent taxes.

PROPRIETARY FUNDS Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

RECEIPTS Cash received.

RESERVE (or Projection Reserve) An account used to earmark a portion of a fund balance to indicate that it is not appropriate for expenditures or an account used to earmark a portion of fund equity as legally use.

REVENUE The taxes, fees, or other monetary resources that the City collects and receives into the treasury for public use. For those revenues which are recorded on the accrual basis, this term designates additions to assets which: (a) do not increase any liability (b) do not represent the recovery of an expenditure (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets, and (d) do not represent contributions of fund capital in enterprise and internal service funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely recorded to cash.

REVENUE BONDS Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source prior to issuance.

BOND COVERAGE A calculation of an entity’s abaility to meet its principal and interest payments on outstanding bond debt. It is equal to gross revenue, less operating expense, divided by the current interest & principal payment.

ROYALTY A share of a product or profit (as of a gas or oil well) received by the owner for allowing another person or business to use the property.

SELF-SUPPORTED DEBT Debt that has a specified revenue source, other than ad valorem taxes, which will be used to support the entire debt.

SERVICE CHARGES A fee paid for the use of a particular service. The fee can be a standard amount such as an admission to the swimming pool or a charge based on consumption such as water charges per 1,000 gallons.

SPECIAL REVENUE FUND A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specified purposes. An example is the Child Safety Fund, which restricts expenditures to child safety programs and municipal school crossing guard programs.

SURPLUS The excess of the assets of a fund over its liabilities; or if the fund has other resources and obligations, the excess of resources over the obligations. The term should not be used without a properly descriptive adjective unless its meaning is apparent from the context. See also Fund Balance.

TAX ABATEMENT The full or partial exemption from ad valorem taxes of eligible properties in a reinvestment zone designated as such for economic development purposes.

TAX BASE The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board. The tax base represents net value after all exemptions.

TAX INCREMENT FINANCING DISTRICT (TIF) A district created to fund infrastructure improvements (streets, water and sewer lines, etc.) in our city that allows for the incremental ad valorem tax to be set aside to pay for those improvements. Creating a TIF district would allow the City of Cleburne to use property tax money from the new district to make infrastructure improvements to that area.

TAX LEVY The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance. The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAX RATE The amount of tax levied for each $100 of assessed valuation. The maximum tax rate shall not exceed $2.50 per $100 of assessed value of real and personal property. Total tax rate is set by Council and is made up of two components: debt service and operations rates.

TAX RATE (EFFECTIVE) An effective tax rate is one that will (1) produce sufficient revenue to meet the taxing unit's debt payments for the coming fiscal year, plus (2) produces approximately the same amount of operating revenue from property taxes last year (that remain taxable this year) as was produced last year.

TAX ROLL The official list showing the amount of taxes levied against each taxpayer or property.

TAXES Compulsory charges levied by a governmental unit for the purpose of financing services performed for common benefit. Note: The term does not include specific charges made against particular persons or property for current or permanent benefits such as a special assessment. Neither does the term include charges. For example, licenses and permits.

TEXAS MUNICIPAL RETIREMENT SYSTEM (TMRS) The retirement system for the employees of the City. TMRS was established in 1948 and administer and manages funds in accordance with the Texas Municipal Retirement System Act (Texas Government Code, Title 8, Subtitle G).

TMRS Texas Municipal Retirement System

TRANSFERS Amounts transferred from one fund to another to assist in financing the services, programs, or to reimburse the recipient fund for services rendered.

TRANSPORTATION FUND Fund used to account for grant revenue, operating revenue generated, and expenses incurred by Cletran, the City and County Transportation system.

TRIAL BALANCE A list of the balances and the accounts in a ledger kept by double entry with the debit and credit balances shown in separate columns. If the totals of the debit and credit columns are equal or their net balance agrees with a control account, the ledger from which the figures are taken is said to be "in balance".

TRUST AND AGENCY A fund used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (1) Expendable Trust Funds (2) Non-Expendable Trust Funds (3) Pension Trust Funds and (4) Agency Funds.

UNENCUMBERED The amount of undesignated funds that is available for allocation for any purpose.

UNRESERVED FUND BALANCE A measure of financial resources set aside and unencumbered to mitigate current and future risks.

USER CHARGES The payment of a fee for the direct receipt of a public service by the party benefiting from the service.

WORKING CAPITAL An amount of funds that is calculated as the excess of current assets over current liabilities.