



**FISCAL YEAR 2019**

**ANNUAL BUDGET**

**City of Cleburne, Texas  
Annual Budget  
Fiscal Year 2019  
Adopted September 11, 2018**





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This budget will raise more from property taxes than last year's budget by an amount of \$782,154, which is a 2.83% increase 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 Dale Sturgeon, Councilman John Warren, Councilwoman Gayle White  
AGAINST: Councilman Dr. Robert Kelly

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 2019	Fiscal Year 2018
Property Tax Rate	\$0.804018	\$0.804018
Effective Rate	\$0.781899	\$0.805158
Effective Maintenance & Operations Tax Rate	\$0.652654	\$0.654584
Rollback Tax Rate	\$0.833150	\$0.861838
Debt Rate	\$0.151364	\$0.154880

The total amount of outstanding municipal debt obligations secured by property taxes is \$10,038,413. The total amount of outstanding debt obligations considered self-supporting is \$43,365,000. Self-supporting debt is currently secured by both Cleburne 4A Corporation sales tax revenues and Cleburne 4B Corporation sales tax revenues. In the event such amounts are insufficient to pay debt service, the City will be required to assess an ad valorem tax to pay such obligations.

Fiscal Year 2019 Principal and Interest Requirements for Debt Service are:

Property Tax Supported Debt: \$2,616,063  
Self-Supporting Debt: \$3,538,464



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Cleburne  
Texas**

For the Fiscal Year Beginning

**October 1, 2017**

*Christopher P. Morrill*

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, 2016.

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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# Budget Year 2019

## Principal Officials

Mayor Scott Cain

Mayor Pro-Tem Dale Sturgeon, District 3

Councilman Dr. Robert O. Kelly, District 1

Councilwoman Gayle White, District 2

Councilman John Warren, District 4

## Appointed Officials by Council

City Manager, Steve Polasek

Municipal Judge, Michael Kurmes

## Division Directors

Deputy City Manager, Chris Fuller

Director of Finance, Terry Leake

Police Chief, Rob Severance

Fire Chief, Scott Lail

Human Resources Director, Debra Powledge

City Secretary, Shelly Doty

Park and Recreation Director, Aaron Dobson

Public Works Director, Jeremy Hutt

Director of Engineering, Cheryl Taylor

Community Development Director, Shane Pace

Director of Information Technology, David Raybuck

Director of Library Services, Tina Dunham

# Principal Officials

## City of Cleburne, Texas

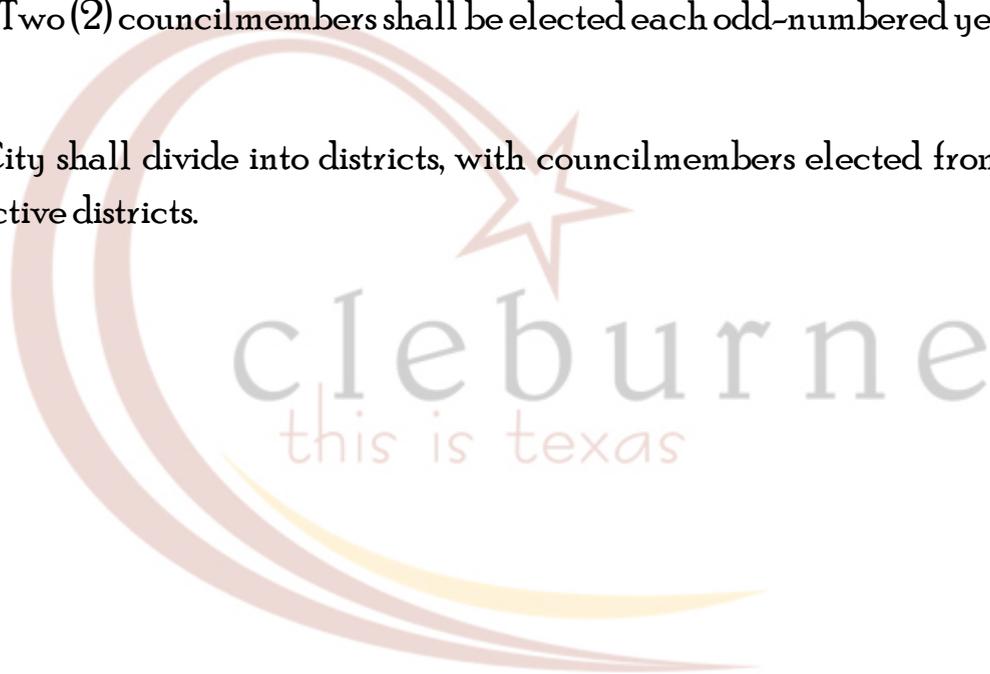
### Duties of The Council and Mayor

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.



# Principal Officials

City of Cleburne, Texas



**Mayor**  
Scott Cain



**Councilman, District 1**  
Dr. Robert Kelly



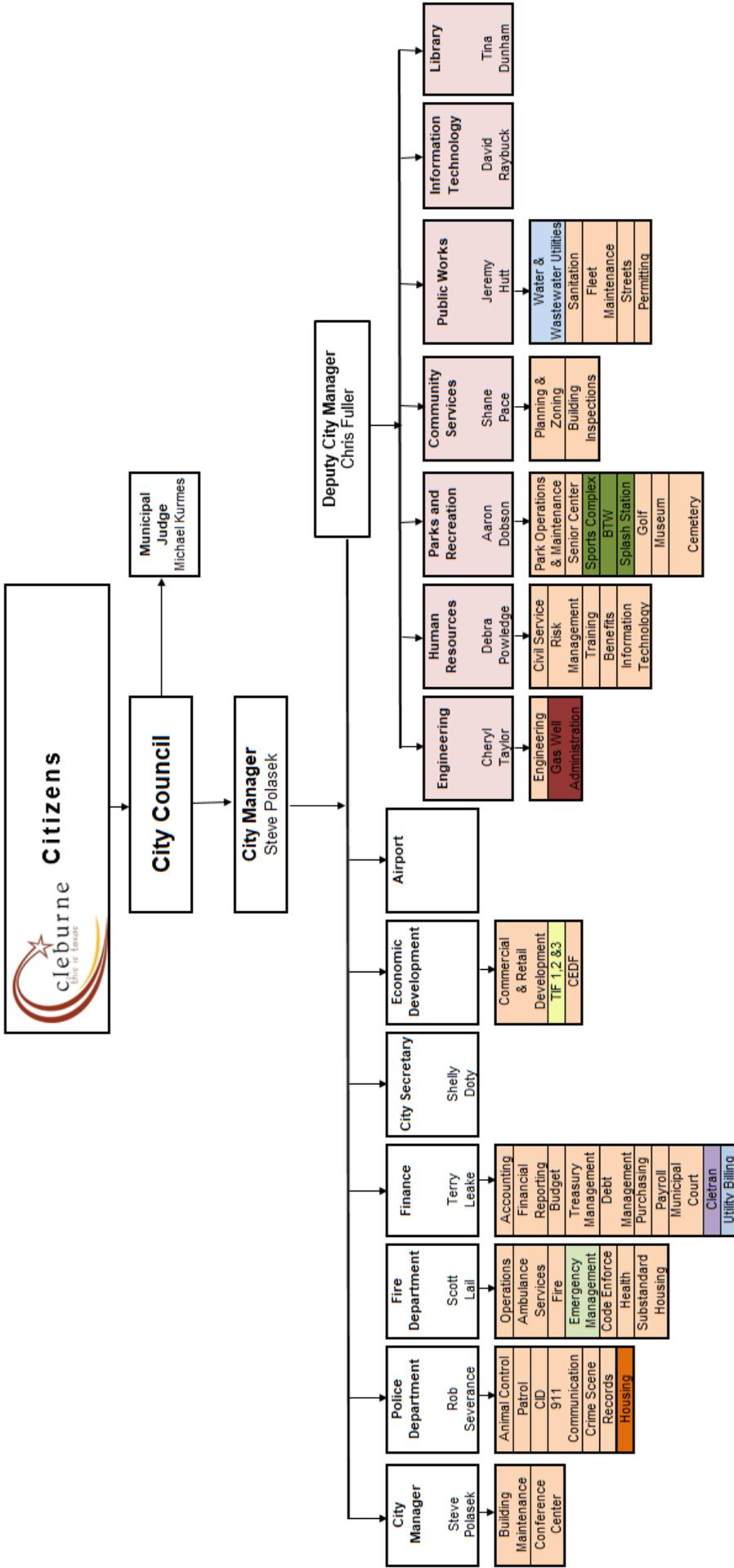
**Councilwoman, District 2**  
Gayle White



**Mayor Pro Tem**  
**Councilman, District 3**  
Dale Sturgeon



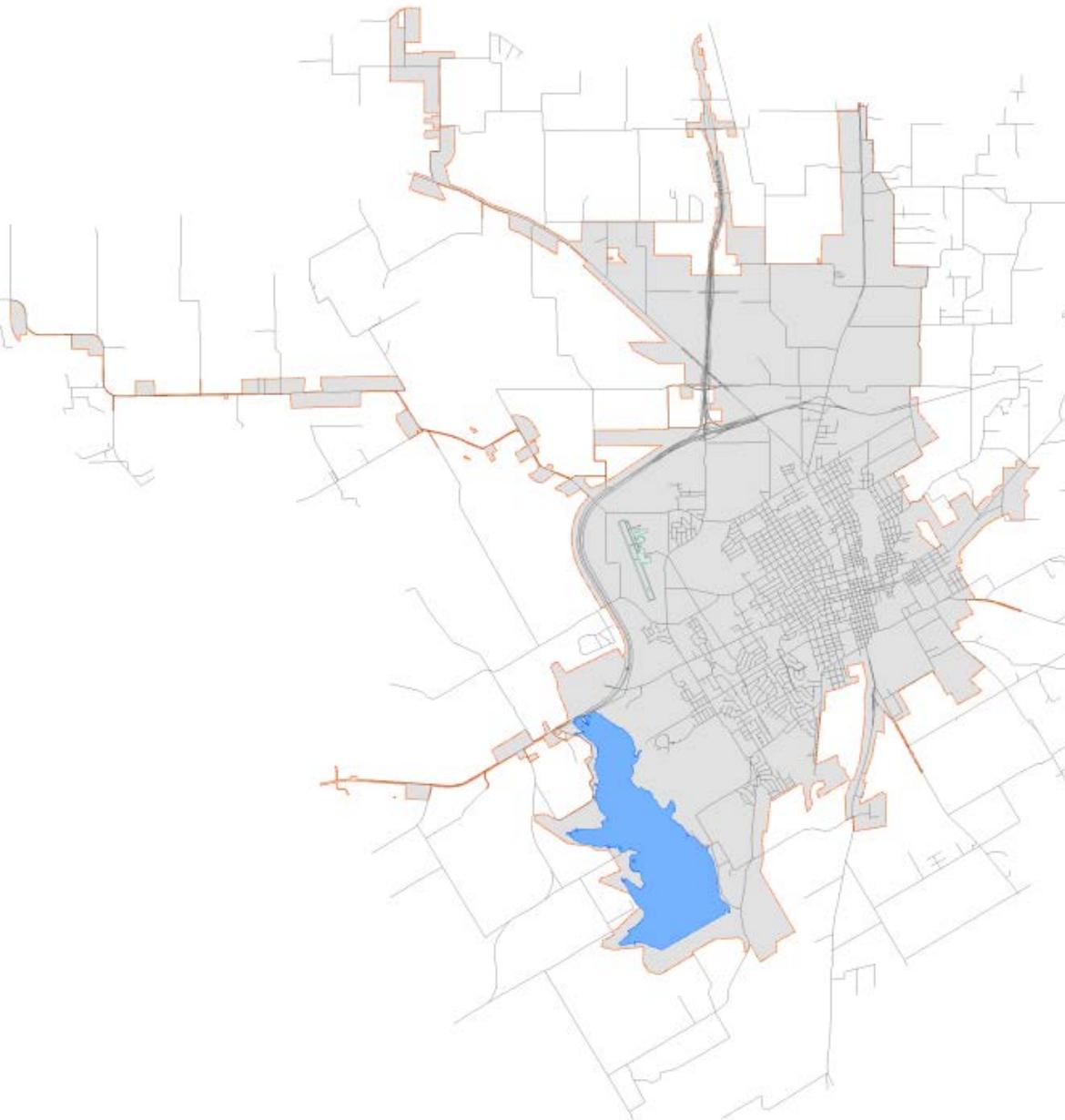
**Councilman, District 4**  
John Warren



Relationships of the specific funds to the organizational structure are colored coded for ease.

- General Fund - 01
- Housing and Urban Development Fund - 06
- Transportation Fund - 08
- 4B Sales Tax Fund - 09
- TIF Funds - 11, 12 & 13
- Emergency Management Fund - 14
- Gas Well Administration Fund - 23
- Water Fund - 60

# 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.



## HISTORY

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.

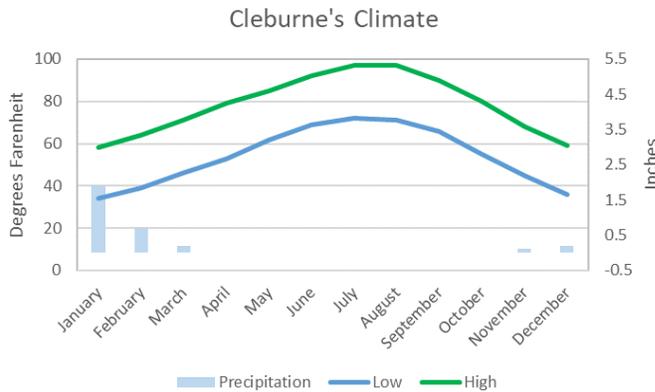
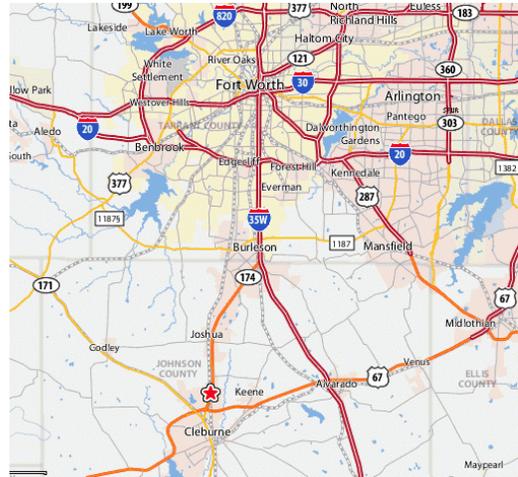
Agriculture in Cleburne and the surrounding communities has always had an impact on local business. In 1879 as many as 50 wagons of cotton a day were brought in and sold to local buyers. Wheat, oats, and corn were also popular.



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 and 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.



### CLIMATE

At an elevation of 778 feet above sea level, Cleburne averages just over 34.4 inches of rain per year. July and August are the warmest months with average high temperatures in the upper nineties. January is the coldest month with average low temperatures in the low thirties.

### EDUCATION AND CHURCHES

Cleburne has seven neighborhood elementary schools, two middle schools, two high schools and a total enrollment over 6,500. In addition, Hill College, a two year college, 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. The Cleburne area is also home to more than 70 churches and religious organizations.

### CULTURE AND RECREATION

Cultural and recreational opportunities abound in Cleburne. Cleburne offers festivals, parks, pools, golf courses, museums, performing arts and more.

### Events & Festivals

- Movie in the Park
- Kid Fishing Day
- Saturday Airport Fly-In
- Whistlestop Christmas
- Concerts at Market Square
- Antique Alley



### Recreation

- Youth Sports Complex
- 13 Parks
- 6 Playgrounds
- Aquatic Facility
- Splash Pad
- 4 Basketball Courts
- Golf Course



### Arts & Museums

- Layland Museum
- Railroad Museum
- Plaza Theatre Company



## DEMOGRAPHIC AND ECONOMIC INFORMATION

### POPULATION

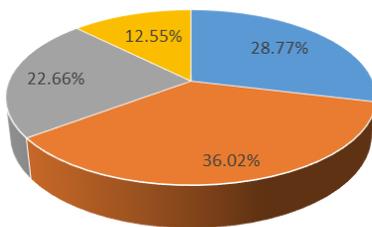
2018 Estimate	30,230
2010 Census	29,337

2017 Median Age 33

### ELECTIONS

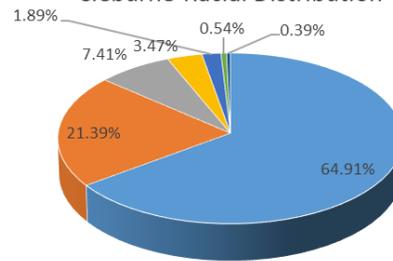
Number of Registered Voters - City Wide	15,296
Total valid votes cast in FY18 elections	758

Cleburne Age Distribution



■ 0-17 ■ 18-44 ■ 45-64 ■ 65+

Cleburne Racial Distribution



■ White ■ Hispanic or Latino ■ Some Other Race ■ African American  
 ■ Two or More Races ■ American Indian ■ Asian

# Budget Message



August 9, 2018

To the Honorable Mayor and Members of the Cleburne City Council

Re: Fiscal Year 2019 Budget

Fiscal Year 2018 has been another good year for the City of Cleburne with housing starts at their highest levels in recent history, numerous public infrastructure projects either underway or in various stages of design, noticeable redevelopment in our downtown area, and organizational restructuring in place to facilitate efficient and effective city operations. Going forward, we will continue to be active as economic development and infrastructure projects remain in the forefront. We will also continue to seek improvement in our public communications with additional video features, updates on our services, and timely information on subjects impacting our residents and businesses.

During the last several years, Cleburne has remained relatively flat with regard to revenues. In this upcoming fiscal year we are beginning to see the increases we have all anticipated. The General Fund, which accounts for the bulk of our operations, has increased in receipts by a nominal 2.4% (or .6% annually) over the last four fiscal years (FY 2015-FY2018). For FY 2019 we are anticipating growth of 2.6% in General Fund receipts as a whole. While more significant growth is projected, assuming the DFW economy remains strong, it may still be several more years before the full “wave” of development grasps our community. In the interim, the city will continue to lack all of the necessary resources to address infrastructure needs that have accumulated over the years; however, great progress is and will continue to be made in this area through the strategic use of available funds and in conjunction with our moderate economic growth.

This proposed budget continues our goal of protecting current assets while enhancing service levels. As I mention frequently, our greatest asset is our employees. The proposed budget includes funding for a two and one-half percent (2.5%) merit pay increase and a one percent (1.0%) cost of living adjustment (COLA). As was included in the FY 2018 budget, once again those employees, both civil service and non-civil service, who are topped out in their respective positions and thus would not qualify for the merit increase will be eligible to receive a one-time compensation equal to approximately three and one-half percent of their salaries. To address major hiring obstacles during a tight labor market we are able to do the following: 1) keep employee health care rates flat by absorbing minor increases in our basic health insurance costs; 2) do away with the two year wait time for city participation in dependent health insurance; and 3) address pay disparity in certain positions and increase our starting pay for maintenance positions. We are also able to add an additional SRO position for the new high school (funded by CISD), a new position in our understaffed Streets Department, upgrade a part-time position to full-time for a Parks Department Horticulturist and add a part-time position at both the Library and the Railroad Museum (funded by 4B).

The proposed budget for fiscal year 2019 is based on conservative fiscal management practices and balances the needs of the community with available resources. It is founded primarily on the assumptions as discussed during the March 8, 2018 Council Workshop and the Strategic Plan which outlines various projects addressing our key focus areas of Economic Development, Planning and Growth Management,

Public Infrastructure Enhancements, Aesthetics/Quality of Life Programs, and Information Sharing/Communications. The budget assumptions include the following:

Revenue:

- No planned tax rate increase
- Continue pursuit of economic development opportunities
- Fee schedule revisions as appropriate
- Forthcoming Water / Waste Water rate modifications
- Identify and implement operational cost savings initiatives
- Pursue grant opportunities
- Public / Private partnership opportunities

Expenditures:

- Continue to invest in our employees
  - Support current compensation plan
  - Address two-year insurance lag for dependents
  - Pay plan adjustments – specific job classifications
- Limited potential for new employees
  - Streets
  - Parks
- Invest in infrastructure, facilities, vehicles and equipment
- Enhance fund balance reserves where possible
- Next phase of design and engineering for sewer treatment plant expansion and renovations

**Budget Summary**

The overall budget summary represents a synopsis of projected fund revenues, expenditures and balances for fiscal year 2019. It includes anticipated fund balances generated for the current 2018 fiscal year accounted for at year end, but does not include any excess which may be achieved in FY 2019 revenues.

**CITY OF CLEBURNE**  
**ALL FUNDS**  
 Summary of Receipts & Disbursements  
 FY 2019

	General & Vehicle Replacement Funds	Special Revenue Funds	Debt Service Fund	Enterprise Funds	Capital Project Funds	Total All Fund Types
Revenues	\$ 31,338,209	\$ 10,826,467	\$ 2,886,457	\$ 24,221,664	\$ 58,000	\$ 69,330,797
Revenue Bond Proceeds	-	-	-	-	-	-
Transfers In	4,961,802	78,708	880,424	54,904	1,880,425	7,856,263
<b>Total Revenues &amp; Transfers In</b>	<b>36,300,011</b>	<b>10,905,175</b>	<b>3,766,881</b>	<b>24,276,568</b>	<b>1,938,425</b>	<b>77,187,060</b>
Expenditures	38,506,189	9,810,606	3,580,587	20,312,333	4,892,000	77,101,715
Use of Fund Balance	-	-	-	-	-	-
Transfers Out	716,482	2,518,573	-	3,740,784	880,424	7,856,263
<b>Total All Expenditures &amp; Transfers Out</b>	<b>39,222,671</b>	<b>12,329,179</b>	<b>3,580,587</b>	<b>24,053,117</b>	<b>5,772,424</b>	<b>84,957,978</b>
Revenues Over/(Under) Expenditures	(2,922,660)	(1,424,004)	186,294	223,451	(3,833,999)	(7,770,918)
Beginning Fund Balance	15,250,839	11,578,797	1,238,389	27,574,711	6,670,097	62,312,833
Reserves of Fund Balance	(8,967,549)	(272,900)	(1,424,683)	(15,851,073)	(245,949)	(26,762,154)
<b>Ending Fund Balance</b>	<b>\$ 3,360,630</b>	<b>\$ 9,881,893</b>	<b>\$ -</b>	<b>\$ 11,947,089</b>	<b>\$ 2,590,149</b>	<b>\$ 27,779,761</b>

It also assumes one-hundred percent expenditures for fiscal year 2019 budgeted personnel and operating costs, and that all capital outlay projects will be completed. As a result, estimated ending fund balance for fiscal year 2019 is \$27,779,761, an increase of \$6,377,206 from estimated ending fund balance for fiscal year 2018. The increase is primarily a result of a decrease in expenditures of \$3,573,800, and a higher beginning fund balance (+ \$5,573,916). Overall, fund balance reserves are projected to increase \$1,950,322 from the previous year.

**Revenues**

For fiscal year 2019, total projected revenues decreased by \$820,188. This decrease is primarily a result of a reduction in transfers tied to grant proceeds received in the prior fiscal year.

<i>Overall Budget</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$78,007,248	\$77,187,060

The projected General Fund revenue, including transfers, is \$35,246,810. This represents an increase of \$808,898 from the previous fiscal year projected. The growth is primarily a result of increases anticipated in ad valorem revenues and non-property taxes, such as sales tax. Transfers to the General Fund remain relatively even compared to FY 2018. The year end fund balance above the required 90 day reserve is projected to increase by \$890,862 from \$1,126,818 as budgeted in fiscal year 2018 to \$2,017,680 in fiscal year 2019.

<i>General Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$34,437,912	\$35,246,810

The projected income in the Water and Waste Water Fund is anticipated to remain flat with a slight decrease of \$33,054. Overall budgeted expenditures increased from \$20,479,854 in fiscal year 2018 to \$21,437,795 in fiscal year 2019. The ending fund balance projects an increase of only \$16,219; however, an additional \$2,000,000 has been added to the capital reserve (*now at a balance of \$10,000,000*) in anticipation of the sewer treatment plant expansion and renovation project.

<i>Water and Waste Water</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$22,561,558	\$22,528,504

Revenues in the Airport Fund are projected to decrease by \$20,948 as compared to fiscal year 2018. The decrease is primarily a result of a slight reduction in fuel sales. The ending fund balance is projected to decrease by \$64,185 for fiscal year 2019 resulting in a zero fund balance.

<i>Airport Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$1,049,808	\$1,028,860

The Utility Drainage Fund receipts for fiscal year 2019 are projected at \$610,300, a slight increase of \$25,000 from the 2018 fiscal year due to new construction. The ending fund balance of \$1,195,298

represents an increase of \$545,471 from the previous fiscal year. Continuing to build the fund balance will better position the city to cash fund future drainage projects.

<i>Utility Drainage Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$585,300	\$610,300

The Vehicle Replacement Fund has historically been utilized to purchase new and replacement vehicles and capital equipment. It has previously been funded at a fifty percent (50%) replacement cost value. Miscellaneous revenue of almost \$400,000 per year from a previous debt repayment agreement with Brazos Electric has subsidized this fund; however, this funding has now ceased following fiscal year 2018. Going forward, our goal is to move toward funding the full depreciation cost beginning with eighty-nine percent in fiscal year 2018 and one-hundred percent in fiscal year 2019. Further, the fund will only be used for replacement of existing vehicles and capital equipment with new requests being considered as supplemental budget requests within the appropriate fund. Revenues to the fund for fiscal year 2019 are projected to decrease by \$111,459 as a result of the loss of the annual miscellaneous revenue, but offset to a large degree by the increase in the percentage of replacement cost funding to one-hundred percent and the sale of assets. The ending fund balance of \$1,342,950 represents a slight decrease of \$55,268 versus the previous fiscal year.

<i>Vehicle Replacement Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$1,164,660	\$1,053,201

The Capital Fund is used for general capital projects. No new major projects are proposed for the upcoming fiscal year, rather the intent is to focus on completing those projects already approved with a particular emphasis on the annual street repair program. Revenues remains flat when accounting for FEMA grant funds and the one-time reimbursement of \$100,000 for start-up funding from TIF #3 funds which both occurred in fiscal year 2018. The projected ending fund balance is \$2,067,259, a decrease of \$658,949 from fiscal year 2018. The decrease is a direct result of the expenditure of funds necessary for the completion of previously approved projects.

<i>Capital Projects Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$1,130,000	\$1,050,000

The Hotel Occupancy Tax Fund is derived from revenues generated through the seven percent (7%) hotel occupancy tax levied on customers. For fiscal year 2019, revenue is anticipated to be \$421,500, an increase of approximately \$35,050 versus the previous year due to projected occupancy tax growth. The fund balance is projected to increase by \$25,257 to \$206,193 for fiscal year 2019. This increase is due primarily to the projected revenue increase.

<i>Hotel Occupancy Tax Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$386,500	\$421,500

Revenues for the 4A Sales Tax Fund in the amount of \$2,825,000 are projected to increase by \$84,500 for fiscal year 2019 due to growth in sales tax revenue. The ending fund balance is anticipated to increase by

\$391,426 for fiscal year 2019 to \$4,067,110, as a result of a decrease in capital expenditures in fiscal year 2019.

<i>4A Sales Tax</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$2,740,500	\$2,825,000

The 4B Sales Tax Fund revenue is projected to increase by \$77,500 from the previous fiscal year due primarily to growth in sales tax earnings. The ending fund balance net of debt reserves is projected to increase by \$174,423 to \$1,846,501 for fiscal year 2019. This increase is primarily tied to growth in sales tax revenue and a higher than anticipated beginning fiscal year 2018 fund balance.

<i>4B Sales Tax</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$2,738,500	\$2,816,000

The Mineral Leases and Royalties Fund revenue is anticipated to increase by \$57,000 from the previous fiscal year as we are experiencing a slight uptick in activity. The ending fund balance of \$428,401 for fiscal year 2019 represents a decrease of \$59,500 due to the \$500,000 transfer to the Capital Projects Fund for street repairs.

<i>Mineral Leases/Royalties Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$266,000	\$323,000

In general, when considering all funds and excluding bond proceeds, the city is projected to experience a moderate increase in revenues. This trend is expected to continue for the immediate future until such time as more substantial growth occurs within the community.

**Expenditures**

For fiscal year 2019, total projected expenditures are \$84,957,978, representing a decrease of \$3,573,800 from fiscal year 2018. This decrease is primarily a result of the north and south Main St. sanitary sewer extension infrastructure improvements completed in the previous year.

<i>Total Budget</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$88,531,778	\$84,957,978

The proposed fiscal year 2019 budget includes 3.5 FTE's; 1) an additional police officer to increase school resource officers in CISD schools from three to four, which will be offset by reimbursement from CISD, a streets maintenance worker, part-time railroad museum assistant, part time library assistant, and the upgrade of the part time horticulturist position to full time.

<i>Budgeted FT Positions</i>	<u>FY 2018</u>	<u>FY 2019</u>
	335	338

The projected General Fund expenditures, including transfers, is \$37,420,940. This represents an increase of \$1,382,490 from fiscal year 2018. Major expenditures include personnel costs of \$25,556,487 representing an increase of \$391,659 (1.56%) from fiscal year 2018, non-operating transfers of \$745,112 to the vehicle replacement fund and \$500,000 to streets maintenance, and non-operating expenses related to capital equipment and building maintenance of \$939,105.

<i>General Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$36,038,450	\$37,420,940

The projected expenditures for the Water and Waste Water Fund is \$21,437,795, an increase of \$957,941 from fiscal year 2018. The majority of the increase can be attributed to capital expenses such as the detention pond excavation (\$275,000) and clarifier replacement (\$426,000). Personnel expenditures are \$4,344,467, a decrease of \$120,184 from the previous fiscal year due to a staffing reorganization. In anticipation of the sewer treatment plant expansion and renovation project, an additional \$2,000,000 was included in capital reserve.

<i>Water and Waste Water</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$20,479,854	\$21,437,795

Projected expenditures for the Airport Fund are \$1,010,086, a decrease of \$147,423 from fiscal year 2018. The decrease is primarily a result of decreases in building maintenance and fuel costs. Personnel costs decreased by \$4,024.

<i>Airport Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$1,157,509	\$1,010,086

The Utility Drainage Fund expenditures are \$370,699 for fiscal year 2019, a decrease of \$471,724 from the previous fiscal year. The decrease is primarily a result of the completion of the Cedar Street storm drain project.

<i>Utility Drainage Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$842,423	\$370,699

The Vehicle Replacement Fund is anticipated to expend \$1,801,731 in fiscal year 2019, an increase of \$1,186,331 from the previous year. The increase is primarily attributed to the purchase of a replacement aerial ladder fire truck and replacement sanitation truck.

<i>Vehicle Replacement Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$615,400	\$1,801,731

The Capital Fund is anticipated to expend \$4,892,000 in fiscal year 2019 assuming all projects are completed. This represents a decrease of \$936,461 from the previous year primarily due to the

completion of the Nolan River/Colonial sidewalks project; however, the fund carries forward allocations for previously approved projects currently underway including the street repair program.

<i>Capital Projects Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$5,828,461	\$4,892,000

The Hotel Occupancy Tax Fund expenditures are proposed at \$669,368, an increase of \$285,373. Expenditures include funding for city promotional items and services and for tourism related expenses as administered through the Cleburne Chamber of Commerce’s Convention and Visitor’s Bureau. The increase is primarily for capital replacement of portions of the audio visual system at the Cleburne Conference Center, purchase of an LED monument sign at Cleburne Station and funding for the Chisholm Trail Outdoor Museum.

<i>Hotel Occupancy Tax Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$383,995	\$669,368

The 4A Fund is anticipated to expend \$2,866,489 in fiscal year 2019, an increase of \$862,634 from the prior fiscal year and directly attributable to the increase in the debt service payment on the 2016 debt service. Proposed expenditures include the carry forward of funding for signalization of the intersection of Nolan River and Cleburne Station Parkway (\$291,742), stadium related costs to include maintenance, enhancements, utilities, insurance, communications, fire alarm monitoring and general supplies (\$121,883), and debt service costs (\$2,452,864).

<i>4A Sales Tax</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$2,003,855	\$2,866,489

Expenditures within the 4B Fund are proposed at \$3,144,718, an increase of \$164,771 from fiscal year 2018. The increase is primarily a result of funding for the Parks master plan update (\$25,000), repairs and improvements to Splash Station such as re-plastering the leisure pool (\$65,000) and shade structures over the bleachers at the Sports Complex (\$71,625).

<i>4B Sales Tax</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$2,979,947	\$3,144,718

The Mineral Leases and Royalties Fund expenditures are \$501,000 for fiscal year 2019, a decrease of \$208,169 from the previous year. The decrease is primarily a result of the completion of the city hall parking lot/sidewalk improvements. Proposed expenditures include the transfer to the Capital Projects Fund for street improvements (\$500,000) and utilities (\$1,000).

<i>Mineral Leases/Royalties Fund</i>	<u>FY 2018</u>	<u>FY 2019</u>
	\$709,169	\$501,000

Overall, general operating expenses remain relatively flat with increases primarily within salaries and wages, building maintenance and equipment maintenance line items. These increases are typical in

nature and should be expected going forward as we work to safeguard existing assets. We continue to spend down existing fund balances and thus funding for most capital projects will decrease in future years without an increase in existing revenue or new sources of revenue.

### Debt Service

The following is an overview of the city's debt service requirements for the upcoming fiscal year. It includes previous debt issued from all funds. There is no new ad valorem debt planned for fiscal year 2019; there is an impending debt issuance for the wastewater treatment plant expansion/ rehabilitation.

Fund	Bond Issue	Purpose	Original Issue Amount	Remaining Principal	FY 2019 Principal and Interest	Term Date
Tax – Debt Svc	2004 GO Taxable Refunding Bonds	Refunded 1996 CO's Brazos Power improvements to water and sewer lines	3,825,000	375,000	384,413	2-15-19
Tax – Debt Svc	2010 GO Refunding Bonds	Refunded 2001 CO's for streets/fire stations/ infrastructure	5,848,413	5,813,413	2,099,800	2-15-22
Tax – Debt Svc	2011 GO Refunding Bonds	Refunded 2004 CO's for golf course and streets	2,655,000	1,465,000	41,150	2-15-24
Tax – Debt Svc	2015 Combination Tax and Revenue Certificates of Obligation	Street Improvements-Nolan River	2,400,000	2,385,000	90,700	2-15-35
Sales Tax – 4B Corp	2017 Sales Tax Revenue Refunding Bonds	Refunded 2007 CO's for Sports complex, Splash station, Conference Center	12,985,000	12,310,000	1,091,600	2-15-32
Sales Tax – 4A Corp	2016 General Obligation Taxable Bonds	The Depot at Cleburne Station	24,875,000	24,875,000	1,977,126	8-15-36
Sales Tax – 4A Corp	2016 Taxable Sales Tax Revenue Bonds	Infrastructure surrounding The Depot at Cleburne Station	6,450,000	6,180,000	469,738	8-15-36
Water/ Wastewater	2009A Water and Sewer Revenue bonds	Engineering water inlet - Lake Pat Cleburne and water plant	1,180,000	790,000	84,619	2-15-29
Water/ Wastewater	2009B Water and Sewer Revenue bonds	Engineering - for additional water treatment plant located at Lake Whitney	4,750,000	3,215,000	340,017	2-15-29
Water/ Wastewater	2010 Water and Sewer Revenue bonds	Construction of water treatment plant expansion	14,500,000	9,410,000	951,054	2-15-30
Water/ Wastewater	2010 Water and Sewer Revenue Refunding bonds	Refunded 2001 bonds	4,860,000	2,495,000	274,594	2-15-24
Water/ Wastewater	2013 Water and Sewer Revenue bonds	Land acquisition Lake Whitney supply project	2,380,000	1,900,000	140,531	2-15-33
Water/ Wastewater	2013 Combination Tax and Revenue Certificates of Obligation	Replacement of infrastructure, water tower, increase water supply	8,430,000	7,740,000	510,150	2-15-34
Water/ Wastewater	2013 Combination Tax and Revenue Refunding Bonds	Refunded 2005, 2006 and 2009 bonds	37,390,000	26,900,000	4,331,200	2-15-26
Water/ Wastewater	2015 Combination Tax and Revenue Certificates of Obligation	Water and sewer system extensions	6,685,000	6,295,000	443,175	2-15-35

Overall debt principal and interest for fiscal year 2019 is \$13,229,867, representing an increase of \$1,145,516 from fiscal year 2018. The bulk of the increase results from the full payments (+\$990,000) scheduled for the 4A General Obligation Bonds. While some general debt service will be expiring in fiscal year 2019, other annual debt payment requirements will be increasing. Debt service payments will not begin to see a significant decrease until fiscal year 2022 for General Debt service and fiscal year 2026 for Enterprise Debt service, assuming no new debt is issued.

**Capital Requests, Supplemental and Large Operational Expenses**

New and continuing substantive items within the budget are always a source of interest. Below begins a listing of proposed fiscal year 2019 city-wide capital purchases, supplemental items and large operating expenses. While not inclusive of all requests, the listing represents the majority of substantive items.

Department	Description	Funding	Rolled from FY 2018	Amount
Information Technology	NTCOG Aerial Photograpy	Split Between General Fund & Enterprise Fund		\$ 25,000
Information Technology	Library Patron Computer Replacements	General Fund		\$ 4,000
Information Technology	Firewall Upgrades	General Fund		\$ 40,000
Information Technology	Citywide Security System Upgrades	General Fund		\$ 85,000
Information Technology	Software Management Solutions	General Fund		\$ 2,400
Information Technology	Asset Management Software	General Fund	Yes	\$ 8,000
Economic Development	Downtown Building Rehabilitation Program (\$50,000)	General Fund	Yes	\$ 100,000
Economic Development	Façade Improvement Program (\$50,000)	General Fund	Yes	\$ 60,700
Police Department	Traffic Unit - Minor Equipment	General Fund		\$ 8,640
Police Department	Upgrade to Watchguard System	General Fund		\$ 34,636
Police Department	NIBRS Records Management Software Consortium	General Fund		\$ 150,000
Police Department	Three Replacement Patrol Tahoes	Vehicle Replacement Fund		\$ 186,000
Police & Fire Department	Telestaff Software Update & Interface with Workforce Ready	General Fund		\$ 7,000
Animal Services	Laptops with stands	General Fund		\$ 6,000
Animal Services	Replace Large Animal Traps/Cages	General Fund		\$ 700
Animal Services	Kennel Wall Repair	General Fund		\$ 1,500
Animal Services	Replacement Truck	Vehicle Replacement Fund		\$ 32,415
Ambulance Services	LMS Software	General Fund	Yes	\$ 10,000
Fire Department	Training Room Equipment Update	General Fund		\$ 15,608
Fire Department	Replacement of Admin SUV	Vehicle Replacement Fund		\$ 52,000
Fire Department	Replacement of Fire Quint	Split Between Vehicle Repl. Fund and Debt Service Fund		\$ 1,350,000
Booker T Washington Rec Center	Lockers	General Fund		\$ 3,000
Booker T Washington Rec Center	Upgrade Security System	4B Fund		\$ 11,750
Booker T Washington Rec Center	A/C Replacement	4B Fund	Yes	\$ 5,200
Cemetery	Street Improvements	General Capital Projects	Yes	\$ 97,000
Parks & Recreation	Park Lighting Upgrades	Split Between General Fund and Special Revenue	Partial	\$ 41,382
Parks & Recreation	Parks & Recreation Master Plan	Split between General Fund, Capital Projects Fund, 4B Fund	Partial	\$ 175,000
Parks & Recreation	Contract Mowing	General Fund		\$ 55,000
Parks & Recreation	Repairs to Caver Park Parking Lot	General Fund		\$ 12,000
Parks & Recreation	Repairs to Don Moore Baseball Fence	General Fund		\$ 24,000
Parks & Recreation	Super Zero Turn Mower	General Fund		\$ 10,000
Parks & Recreation	Stand Up Mower	General Fund		\$ 7,500
Municipal Golf	Range Picker	General Fund		\$ 4,200
Municipal Golf	Turf Tender Top Dressing Machine	General Fund		\$ 14,000
Municipal Golf	Clubhouse Deck Repair	General Fund	Partial	\$ 15,000
Splash Station	Pace Clock	General Fund		\$ 3,000
Splash Station	Lane Line	General Fund		\$ 700
Splash Station	Facility Evaluation	General Fund		\$ 4,000
Splash Station	Facility Management Software	General Fund		\$ 1,000
Splash Station	Replacement of rescue tubes and AED's	General Fund		\$ 3,150

Department	Description	Funding	Rolled from FY	
			2018	Amount
Splash Station	Security System Upgrades	4B Fund		\$ 25,000
Splash Station	Fence Repair/Replacement	4B Fund		\$ 7,500
Splash Station	Replace Main Drain Covers	4B Fund		\$ 13,000
Splash Station	Replaster Leisure Pool	4B Fund		\$ 65,000
Splash Station	Chair Lift	4B Fund		\$ 5,500
Splash Station	Automatic Vacuum	4B Fund		\$ 7,000
Splash Station	Painting	4B Fund		\$ 10,000
Splash Station	Replace Dome Liner and Lighting	4B Fund	Partial	\$ 46,580
Splash Station	Replace Solenoids in Play Feature	4B Fund	Yes	\$ 10,000
Splash Station	Pump Valve Replacement	4B Fund	Yes	\$ 5,000
Splash Station	Air Handler Exhaust Repair	4B Fund	Yes	\$ 4,400
Sports Complex	2 Scagg Turf Tiger Mowers	4B Fund		\$ 23,000
Sports Complex	John Deere Backhoe Attachment	4B Fund		\$ 12,000
Sports Complex	Kubota Utility Vehicle	4B Fund		\$ 10,000
Sports Complex	Self Propelled Painter	4B Fund		\$ 6,000
Sports Complex	Replace Windscreens	4B Fund		\$ 5,000
Sports Complex	Sports Complex Lighting	4B Fund		\$ 30,000
Sports Complex	Shade Structures Over Bleachers	4B Fund		\$ 71,625
Building Maintenance	Repairs/Replacement of HVAC Units	General Fund	Partial	\$ 76,200
Building Maintenance	Roof Repairs/Replacements	General Fund	Partial	\$ 52,590
Building Maintenance	IT Building Improvements	General Fund	Yes	\$ 24,000
Conference Center	Audio Visual Upgrade in Performing Arts Theatre	Hotel Motel Tax Fund		\$ 12,000
Conference Center	Replace Audio Mixer Soundboard	Hotel Motel Tax Fund		\$ 1,300
Conference Center	Audio Visual Upgrade in Brazos Exhibit Hall & Cross Timbers	Hotel Motel Tax Fund		\$ 100,000
Conference Center	Replace Ice Maker	Hotel Motel Tax Fund		\$ 3,000
Conference Center	Replace Short Throw Lens for Projector in Cross Timbers	Hotel Motel Tax Fund		\$ 1,700
Library	Book Shelving	General Fund		\$ 2,500
Library	Books	General Fund		\$ 31,500
Museum	Track Lighting	General Fund		\$ 35,000
Museum	Space Saver Shelving	General Fund		\$ 9,846
Museum	Storage	General Fund		\$ 6,050
Museum	Cleaning of Duct Work	General Fund		\$ 7,800
Railroad Musuem	Storage	4B Fund		\$ 18,150
Railroad Musuem	Improvements	Split Between Capital Projects Fund & 4B Fund		\$ 635,000
Planning & Zoning	Consulting Services	General Fund		\$ 30,000
Building Inspections	Replacement of Building Inspection Truck	Vehicle Replacement Fund		\$ 26,976
Fleet Maintenance	Gate Repairs	General Fund		\$ 3,000
Fleet Maintenance	Installation of Manual Gate	General Fund		\$ 2,000
Fleet Maintenance	Replacement of Crane/Service Truck	Vehicle Replacement Fund		\$ 135,000
Street Maintenance	Brush Hog Attachment	General Fund		\$ 12,500
Street Maintenance	Replacement of Dump Truck	Vehicle Replacement Fund		\$ 64,085
Street Maintenance	Capital Street Improvement Projects	General Capital Projects	Partial	\$ 4,250,000
Sanitation	Repair/Replace Bay Door & Metal Siding	General Fund		\$ 8,985
Sanitation	Crane Carrier Sanitation Truck	Vehicle Replacement Fund		\$ 313,615
The Depot	Signal Light Improvements	4A Fund	Yes	\$ 291,742
The Depot	LED Monument Sign	Hotel Motel Tax Fund		\$ 100,000
Hotel Motel Tax Fund	Chisholm Trail Museum	Hotel Motel Tax Fund		\$ 20,000
TIF #1	Sparks Drive Connection Engineering	TIF #1	Yes	\$ 242,195
TIF #2	Downtown Sidewalks/Landscape	TIF #2		\$ 891,456
Water Wastewater Non Department	Water Loss Remediation Program	Water Wastewater Fund	Yes	\$ 115,000
Water Distribution	Hydro Ecavation Trailer	Water Wastewater Fund		\$ 71,285
Water Distribution	Maintenance Building	Water Wastewater Fund	Yes	\$ 481,625
Water Treatment	Detention Pond Excavation	Water Wastewater Fund	Partial	\$ 275,000
Water Treatment	Clarifier Replacement	Water Wastewater Fund		\$ 426,000
Waste Water Collection	Wastewater Camera System	Water Wastewater Fund		\$ 48,000
Waste Water Treatment	Volute Pump Replacement	Water Wastewater Fund		\$ 20,000
Waste Water Treatment	Cavity Pump Replacement	Water Wastewater Fund		\$ 12,500
Water Wastewater Bond Fund	North Main Street Interceptor	Water Wastewater Bond Fund	Yes	\$ 418,925
Water Wastewater Bond Fund	South Main Street Interceptor	Water Wastewater Bond Fund	Yes	\$ 170,452
Water Wastewater Bond Fund	West Loop Reuse	Water Wastewater Bond Fund	Yes	\$ 521,482
Airport	Security System Upgrades	Airport Fund		\$ 13,600
Airport	Hanger Roof Repairs/Replacement	Airport Fund		\$ 19,100
Total				\$13,024,245

Again, it has been my sincere pleasure to be directly involved in the development and review process of our proposed fiscal year 2019 budget. Through a team approach and shared direction, we will continue to reinvent our local government to better adapt to future conditions while addressing on-going challenges. This proposed budget is intended to continue the momentum gained during the past several years as we prepare for the future growth destined for our community. It provides the necessary funds to support current efforts, new initiatives as directed within the strategic plan, infrastructure maintenance and improvements, as well as select capital replacement of vehicles and equipment.

We remain as an organization dedicated to serving the residents, businesses and visitors of the City of Cleburne in a manner that meets or exceeds expectations. The city's annual budget provides the basis by which we seek to achieve the goals set forth by City Council and accomplish our operational commitments to the community. It is my hope that this information is useful and informative as you prepare to deliberate the city's fiscal year 2019 budget.

In working with our various department directors and their staffs, I believe this proposed budget is fiscally responsible and represents the City Council's goals and objectives, and the desires of our community within the framework of available resources. My gratitude and appreciation to the Mayor and City Council for your direction and leadership, and to all of the department directors and staff for their many contributions and diligent work on the development of this financial document.

We look forward to participating in deliberations and working with the Mayor and City Council to adopt a budget that allows us to continue your vision for the City of Cleburne.

Sincerely,

*Steven J. Polasek*

Steve Polasek  
City Manager

## **BUDGET OVERVIEW**

### **OUR VISION**

We envision Cleburne to be a resourceful, safe and vibrant community in which to live, work, play and shop through managed growth and planning.

### **OUR MISSION**

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.

### **KEY FOCUS POINTS**

The Fiscal Year 2019 budget reflects the vision and mission adopted in 2011 by the City Council, to have Cleburne be a resourceful, safe and vibrant community in which to live, work, play and shop through managed growth and planning. In February 2017, a workshop was held with City Council and staff to determine a strategic plan and the key focus areas that would guide budget development for Fiscal Year 2018 and through the near term future fiscal years. From that workshop came the following key focus areas:

- Economic Development Incentives
- Public Infrastructure Enhancements
- Planning & Growth Management
- Aesthetic Enhancements/Quality of Life Programs
- Information Sharing/Community Involvement

Prior to the start of the Fiscal Year 2019 budget process, a workshop was held with the City Council and staff and the key focus areas noted above were reaffirmed to guide the coming fiscal year’s budget development. Cleburne is poised for tremendous growth due to the mid-2014 completion of State Highway 121 (Chisholm Trail Parkway), connecting Cleburne to downtown Fort Worth in a 30 minute drive. To prepare for this opportunity, City Council directed the staff to begin a charter revision, development ordinance review and annexation review in the summer of 2012. Citizen input, including committees and town hall meetings, resulted in charter revisions adopted by the voters in May 2013 and the November 2012 annexation of 5,000 acres located primarily along major thoroughfares. City Council also directed the staff to update the comprehensive land use plan and downtown master plan. All of these preparations will provide much needed development guidance, as future growth expectations are realized. This planning will provide citizens with assurance that property values, infrastructure and citizen services will not be diminished in the future. During this current budget process, this growth opportunity coupled with the deferral of street maintenance and other infrastructure guided the City Council and staff through the budget decision process to meet the mission of enhancement of “quality of life” and progressive commerce.

The budget overview message outlines significant changes and highlights priorities in the Fiscal Year (FY) 2019 Budget, and provides the user of this budget document valuable insight and understanding of the Fiscal Year 2019 financial plan. This budget reflects the key focus points of the philosophy of fiscal responsibility, by retaining the existing tax rate, adding resources for economic development, and judiciously utilizing fund balance for one-time expenditures to catch up deferred road maintenance and replace equipment. While at the same time, this Budget retains the fund balance of the General Fund at 106 days to be in compliance with the adopted fund balance policy of 90 days, and retains 270 days of available fund balance in the Water/Wastewater Fund.

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, 2018 to September 30, 2019. The budget document is also available on the internet for all citizens via the City website’s financial transparency page at [www.cleburne.net](http://www.cleburne.net).

## **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:

- The budget provides the City staff with the opportunity to present recommendations to City Council for levels of service and methods for financing those services in the coming year.
- It provides the most effective control possible for the Mayor and City Council. The City 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 reflecting City Council and staff's commitment to maintaining essential services and improving the quality of operations, while keeping expenditures at a minimum.

## **THE BUDGETARY PROCESS**

The City of Cleburne's budgeting process at the departmental level began on February 5, 2018 with the Finance Department providing instructions and dates for the submission of revenue projections, operating budget requests and capital improvement requests. Revenue projections were due on February 26, 2018, with the analysis of projected resources for the coming year. At the March 8, 2018 City Council work session, the City Manager presented forecasted revenues for FY 2021, historical budget data and the budget outlook through FY 2019. Base budget operational requests and supplemental/capital project requests were completed by departments, and entered into the City's budget software by April 30, 2018 and May 11, 2018, respectively. The Budget Team comprised of the City Manager, Finance Director, Human Resources Director and Budget Analyst/Financial Accountant met with all departments to review base budgets, supplemental requests, and capital requests during the month of June 2018. After reviewing the information presented to the Budget Team, the City Manager reviewed the department requests, and presented the proposed budget to the City Council on August 14, 2018 during a special Budget Workshop. Ordinances for the budget and the tax rate were approved at the September 11, 2018 City Council meeting. See the Management and Budget Policies Section for the complete budget process and calendar used for the Fiscal Year 2019 Budget. The City 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 future development growth on the maintenance and operations costs, as well as revenue needs and capital assessment and are included in this year's document.

## **OVERVIEW OF ALL CITY FUNDS**

This budget reflects funds available in the amount of \$139,499,893 (\$77,187,060 current revenue and \$62,312,833 beginning balances). Total expenditures amounted to \$84,957,987. This will result in an ending available balance of \$27,779,761 in all funds, net of fund balance reserves of \$26,762,154, as compared to \$21,402,555 in ending available fund balance budgeted the previous year. This increase in fund balance is due to higher than budgeted beginning fund balances due to stronger revenues and lower than budgeted expenditures for FY 2018.

The budget has funded 338 full time positions and 126 part time and seasonal positions in all departments, as compared to 335 and 125 in the previous year. The adopted fiscal year 2019 budget includes two new full time positions: one new School Resource Officer to place two School Resource Officers at the expanded newly constructed high school funded by reimbursement received from the Cleburne Independent School District, one Street Maintenance Worker to begin rebuilding the staffing of the Streets department. There is an upgrade of a part time Parks Horticulturist position to a full time position within the Parks Department, the addition of a part-time Library Assistant position and part-time Railroad Museum position in anticipation of the expanded Railroad Museum. All of the positions meet key focus points of Public Infrastructure Enhancements and Aesthetic Enhancements/Quality of Life Programs. Total

personnel costs for Fiscal Year 2019 are 69.2% of the General Fund and 20.3% of the Water/Wastewater Fund budget of the total budgeted expenditures as compared to 69.7% and 21.8% last year, respectively. The step plan salary increase (2 ½%) is included in this year's budget for compensation adjustments, and a 1% cost of living adjustment. The Texas Municipal Retirement System (TMRS) weighted average contribution rate decreased from 16.150% from the FY 2018 budget to 15.948% for the FY 2019 budget. The contribution rate to firefighter's retirement (FRR) plan was also decreased from 22.15% to 22.00% and some plan design changes were adopted to provide to greater future fund stability. A positive budgetary change from some of the prior year's double-digit health plan cost increase was health plan renewal that provided capacity to discontinue the two-year waiting period for dependent subsidy, due to a paid claims loss ratio of 64%.

## **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 ending fund balance is \$10,892,575. The adopted fund balance policy provides for a 90-day reserve of \$8,624,895. This reserve may be used to finance any emergencies, such as the May 2013 tornado. The Fiscal Year 2019 budget continues to maintain a 90-day reserve to ensure there are funds to accommodate any unforeseen capital or operational expenditures. The operating expenditures and transfers to other funds are proposed at \$37,420,940, and will be covered by revenues and transfers-in of \$35,246,810 and a planned drawdown of \$2,174,130 of the projected beginning fund balance of \$13,066,705. This drawdown will provide one-time resources for replacement of equipment to continue catching up on deferred infrastructure maintenance and facilitate providing quality services. Additionally, there is a drawdown of \$41,500 for capital expenditures to fund a portion of the following capital expenditures. Included in the General Fund budget are items below that will aid the City in meeting all the key focus points:

- Public Infrastructure Enhancements
  - Golf Clubhouse deck repair (\$15,000)
  - A/C Replacements at various facilities (\$76,200)
  - Roof replacements (\$52,590)
  
- Aesthetic Enhancements/Quality of Life Programs
  - Museum track lighting (\$35,000)
  - Parks master plan update (\$115,000)
  - Library Books (\$35,000)

Ad valorem taxes for General Fund maintenance and operations will account for \$0.652654 (81.17%) of the total tax rate of \$0.804018 per \$100 valuation, while general debt service will account for \$0.151364 (18.83%). The tax rate was unchanged from Fiscal Year 2018, and is the sixth straight year with this adopted tax rate. The adopted tax rate of \$0.804018 is above the calculated effective tax rate of \$0.781899, which is the tax rate at which the City would raise the same amount of property tax revenue as last year. The City offers the greater of 10% or \$5,000 homestead value exemption and an over 65 (senior citizen) exemption of \$6,000 of value. The City Council adopted an over 65 property tax freeze in Fiscal Year 2004, and the current frozen value tax levy loss is \$534,552. The net appraised value, less exemptions for the 2018 tax roll, was \$1,781,233,502 compared to \$1,692,059,819 for the previous year. This amounted to a 5.27% (\$89,173,683) increase in the appraised value of property with 3.05% (\$51,679,657) from valuation increases in existing property and the addition of new construction improvements totaling 2.22% (\$37,494,026). Included in the assessed value is the taxable value of the City's three tax increment financing districts that total \$43,474,948 in incremental valuation increase. A tax collection rate of 98.50% is projected, as more than 97% of the current roll has been collected annually for the last ten years.

Of the largest revenue sources in the General Fund, the property tax category accounts for 35.8% (40.6% FY 2018) of all General Fund estimated revenue. There is a decrease in this category. This is due to the proportionate percentage other revenue category increases other categories, even with an increase in property values and higher allocation of the total tax rate to the General Fund (operation and maintenance rate). The non-property tax and fees (sales and mixed beverage taxes and utility franchise fees) category

accounts for 24.9% of revenue (29.1% - FY 2018). The increase in this category is due to higher forecasted sales tax revenues based upon the trend of higher sales tax revenues that began in the spring of 2017. Licenses, Permits and Grants category (1.06% in FY 2019 / 1.64% in FY 2018) is down due to the rental inspection program revenue implemented in FY 2018 that was adopted with lower than budgeted fees, which resulted in estimated FY 2019 revenues to be lower in that revenue category. The Charges for Service category accounts for 21.54% of revenue (25.75% - FY 2018), and there is an decrease in ambulance transport revenue, due to lower than anticipated ambulance revenue through the transition of the Cleburne Fire Department assuming the responsibility for the primary transport of emergencies from CareFlite beginning in FY 2017. There is also additional revenue forecasted in the Transfer Station, due to greater use of the facility and for the Conference Center, due to a rate increase implemented in September 2018.

## **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 \$1,511,452, including a \$48,688 transfer-in from the General Fund. 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 event
- Public relations, as related to hotel and tourism promotion

Receipts and interest are estimated at \$421,500, with expenditures of \$669,368 in the following areas: \$329,868 to the Cleburne Chamber of Commerce, \$101,500 for City promotions, \$20,000 for Chisholm Trail museum promotion, audiovisual upgrades in Conference Center (\$112,000) and a LED monument sign (\$100,000). The ending fund balance is projected to be \$206,193, due to a drawdown of fund balance to fund the FY 2019 capital expenditures.

### *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. The funding for Cletran comes primarily from 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 163,274 and 734 square miles. The hours of operation are Monday through Friday 5:00 AM through 8:00 PM, and Saturdays 8:00 AM through 5:00 PM. The cost of a one-way trip is \$3.00 with other payment plans available for frequent riders, senior citizens, and customers with disabilities. Major sources of revenue are estimated at \$1,202,981 (major sources: \$95,000 – passenger fares, \$891,764 - federal and state grant revenue, \$108,697 - County and City contributions and General Fund subsidy transfer). Expenditures are estimated at \$1,242,462, which includes 13 full time employees.

### 4B Corporation Sales Tax Fund (09)

This fund is used to account for the proceeds of the 4B Corporation ½ cent sales tax, which has been in effect since receiving voter approval in August 2001. Approved projects included a sports complex, aquatics center, community center, railroad museum, park improvements, performing arts center and new convention center. As the aquatics center, Splash Station, and the Booker T. Washington Recreation Center were completed over a decade ago, funding is included for deferred repairs and equipment that will revive facilities to improve the quality of the customer's experience. These items will aid the City in meeting the following two key focus points:

- Public Infrastructure Enhancements
- Aesthetic Enhancements/Quality of Life Programs
  - Replace Sports Complex Lighting (\$30,000)
  - Shade structures over bleachers (\$71,625)
  - Replace windscreens (\$6,000)
  - Booker T. Washington Recreation Center Replacement Gym Floor (\$40,000)
  - Railroad Museum Improvements (\$225,000)

Also included is the FY 2018 budget carry forward funding for the railroad museum in the amount of \$170,000 plus an additional \$55,000 for a total of \$225,000 in funding for railroad museum improvements. When this project is completed, all of the approved 4B sales tax election projects will be completed. Proposed revenue from the ½ cent sales tax is \$2,785,000, and there is a planned drawdown of existing fund balance in the amount of \$328,718 to fund the replacement equipment, railroad museum design, and temporary railroad museum improvements. All maintenance and operation expenses of the aquatics center, Splash Station, the Sports complex and Booker T. Washington Recreation Center, Railroad museum are supported with revenue from this fund, and are included as a transfer to the General Fund where those expenses are budgeted. Additionally, this fund is the source to repay the 4B Corporation Sales Tax 2017 Refunding Certificates of Obligation that were refunded in February 2017. These bonds are a refunding of the 2007 4B Corporation Sales Tax Bonds that were a partial refunding of the initial 2002 bond issue with an additional five million dollars in bond proceeds included in the bond issue. All bond proceeds were used to fund the quality of life projects included in the 4B sales tax referendum. The current year principal and interest payment on this debt service is \$1,091,600, which is an annual savings of over \$91,000, due to the 2017 refunding.

### Tax Increment District (TIF) Funds (11, 12, and 13)

The City has three Tax Increment Financing Districts (zones) that receive the incremental increase in ad valorem tax revenue in the base value of the property within district from the time that the district was created from new development or redevelopment that occurs there. TIF District Number One was created in 2001 to fund infrastructure improvements in a 1,106 acre industrial park in the far northwest corner of the City. That zone had a base value of \$1,060,228 in 2001 and an incremental value of \$18,814,116 for the current year. TIF District Number Two was created in 2002 to help revitalize the commercial district in downtown with infrastructure renewal, as Cleburne is the county seat of Johnson County. That zone had a base value of \$16,508,755 in 2002 and an incremental value of \$12,269,172 for the current year. TIF District Number Three was created in 2013, in the area of the City that is adjacent to the Chisholm Trail Parkway to fund infrastructure improvements to attract and provide for high quality development. That zone had a base value of \$20,095,273 in 2013 and an incremental value of \$12,391,660 for the current year. Johnson County also partners with the City in all three districts by contributing 100% of their current \$0.441700 tax rate in Zones Number One and Number Two and 25% in Zone Number Three.

### 4A Corporation Sales Tax Fund (17)

This fund is used to account for the proceeds the 4A Corporation ½ cent sales tax, which went into effect in April 2016 after voter approval in November 2015. The revenue received from the ½ cent sales tax will be used to fund the debt service payment on the 2016 voter approved General Obligation taxable bonds that were used to construct a minor league baseball stadium (The Depot at Cleburne Station). For FY

2019, sales tax revenues are budgeted at \$2,785,500 and the annual debt service payment for both the Series 2016 GO Taxable bonds and the Series 2016 Sales Tax Revenue Bonds is \$2,452,864. There is a roll forward of FY 2018 funds budgeted for the construction of a signal light (\$291,742) at the intersection of Nolan River Road and Cleburne Station Parkway that is the main entrance into the Depot Stadium.

### 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)
- Emergency Management Fund (14)
- Certificate Franchise Fund (15)
- Recreation Fund (19)
- Mineral Leases And Royalties Fund (21)
- Disposal Well Fund (22)
- Gas Well Administration Fund (23)
- Miscellaneous Grant Fund (39)
- Court Technology Fund (41)
- Court Fine Fee Fund (42)
- Child Safety Fund (45)
- Court Security Fund (46)
- Abandoned Vehicle Fund (47)
- Police Forfeiture Fund (48)
- Truancy Prevention Fund (50)
- 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 prior and current year transfers of General Fund balance over the 90 day requirement. To meet the key focus points of City, budgeted uses of these funds include:

- Economic Development Incentives
  - Marketing analysis (\$50,000)
  - Community investment funding (\$50,000)
- Aesthetic Enhancements/Quality of Life Programs
  - Replacement boat ramp at Lake Pat Cleburne (\$227,000)
  - Railroad museum design (\$410,000)
  - Parks master plan update (\$35,000)
- Public Infrastructure Enhancements
  - Street repair program – current and future years (\$4,250,000)
  - Cemetery street repairs (\$97,000)

The top priority of City Council in Fiscal Year 2019 and in future years is maintaining the road infrastructure due to several years of deferred maintenance. It is projected that up to \$2 million will be spent on maintenance of various roads during this fiscal year.

### 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 is used to account for energy

savings associated with the 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. Any additional savings and recaptured revenue are 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. Both the Vehicle Replacement Program and the Five Year Capital Improvement Program forecast future needs of the City and provide for resource management by staff to better meet City Council priorities.

The Vehicle Replacement Program funds all future General Fund vehicle replacements of the City. The following core goals of City Council are met through the use of this program:

- Aesthetic Enhancements/Quality of Life Programs

Capital purchases in this fund are funded through General Fund department depreciation payments for vehicles that are transferred monthly. The budgetary effect of the Vehicle Replacement Fund program on the General Fund has been a leveling out of vehicle expenditures, as this method funding of vehicles purchases allows for planned replacement of vehicles, as the end of its useful life is reached. Additionally, the operations and maintenance portion of the ad valorem tax rate does not fluctuate as much from year to year, because General Fund expends approximately the same amount each year through the vehicle depreciation payment transfers. The Vehicle Replacement Fund program has a projected beginning balance of \$2,184,134. Fiscal Year 2019 major purchases include the replacement of three SUV police patrol units (\$186,000), a replacement animal services truck (\$32,415), a replacement quint (\$991,640) and SUV (\$52,000) for the Fire Department, a replacement truck for Building Maintenance Department (\$26,976), a replacement crane/service truck for Fleet Maintenance (\$153,000), and a replacement dump truck for Streets (\$64,085), and a replacement crane carrier sanitation truck (\$313,615) with \$92,654 as a reserve for fire defibrillators. This will result in an anticipated ending balance of available funds in the amount of \$1,398,218 at September 30, 2019.

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 transfers from the General Funds 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 sales from weather conditions that can aid in insuring payment of principal and interest of the revenue bonds and to pay for catastrophic repair events

### General Debt Service Funds

The General Debt Service Fund, which is the interest and sinking fund for the payment of principal and interest on ad valorem tax supported outstanding debt, will require \$2,616,063 for principal, interest and paying agent fee payments during Fiscal Year 2019. At October 1, 2018, the outstanding balance of all five ad valorem tax supported issues is \$10,038,413 and the outstanding balance of the three sales tax supported issues is \$43,365,000. The 2016 General Obligation Taxable Bonds, with a balance of \$24,875,000 and the 2016 Type A Economic Development Corporation Sales Tax Revenue Bonds

(outstanding balance - \$6,180,000) are both self-supported issues that are repaid by the 4A Sales Tax revenues and included in the 4A Corporation Fund budget. The Series 2017 Sales Tax Revenue Refunding Bonds (outstanding balance - \$12,310,000) is a self-supported issue repaid by the 4B Sales Tax revenues and included in the 4B Corporation Fund budget. All tax supported debt issues will require a tax allocation of \$0.151364 or 18.83% of the current tax rate of \$0.804018 per \$100 valuation. As a Texas Home Rule City, Cleburne is not limited by law in the amount of debt it may issue, but the total property tax rate is limited to \$2.50 per \$100 of assessed value of real personal property. However, the Attorney General administratively will permit \$1.50 of the total \$2.50 Constitutional allowable total tax rate to be used for debt service. The Fiscal Year 2019 debt portion of the tax rate (\$0.151364) is 10.09% of the permissible debt service allocation, and the current tax rate of \$0.804018 per \$100 valuation is 32.2% of the \$2.50 per \$100 valuation limit.

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

Year	Title	Original Issue	Balance 10-01-2018
2004	General Obligation Refunding Bond	3,825,000	375,000
2010	General Obligation Refunding Bonds	5,848,413	5,813,413
2011	General Obligation Refunding Bonds	2,655,000	1,465,000
2015	Combination Tax and Revenue Certificates of Obligation (tax supported portion)	2,400,000	2,385,000
	<b>SUB-TOTAL AD VALOREM TAX SUPPORTED</b>	14,728,413	10,038,413
2016	General Obligation Taxable Bonds (4A Corporation sales tax supported)	24,875,000	24,875,000
2016	Type A Economic Development Corporation Sales Tax Revenue Bonds, Series 2016	6,450,000	6,180,000
2017	Refunding Certificates of Obligation (4B Corporation sales tax supported)	12,985,000	12,310,000
	<b>SUB-TOTAL SELF-SUPPORTED SALES TAX DEBT</b>	44,310,000	43,365,000
	<b>TOTAL</b>	\$ 59,038,413	\$ 53,403,413

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. At the end of the Fiscal Year 2015, the City issued \$2.4 million in Certificates of Obligation to fund road improvements and the proceeds from the bonds sale were received in October 2015.

In January 2016, the City issued \$24,875,000 of General Obligation Taxable Bonds that were approved by the voters in November 2015 to construct a minor league baseball stadium. In October 2016, bonds were sold for the related infrastructure for The Depot stadium: Cleburne Station Parkway (West), Brazzle Blvd. (South), Ballpark parking lot and stadium accoutrements. The existing 2007 4B Corporation bonds were refunded in February 2017 at a present value savings of almost \$1.018 million with no extension in the final maturity date of 2032.

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 the following bonds ratings: an Aa 3 (General Obligation and Revenue) from Moody's Investors Service, a AA (General Obligation and Revenue) from Standard and Poor's, and a AA- (General and Revenue) rating from Fitch Ratings, Inc.

### Revenue Debt Service Fund

The Revenue Debt Service Fund will require an expenditure of \$7,075,339 for the year for the repayment of principal and interest. The outstanding balance at October 1, 2018 of all eight debt issues is \$58,745,000 with an original balance of \$80,175,000.

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

Year	Title	Original Issue	Principal Balance 10-01-2018
2009A	Water & Sewer Revenue Bonds	1,180,000	790,000
2009B	Water & Sewer Revenue Bonds	4,750,000	3,215,000
2010	Water & Sewer Revenue Bonds	14,500,000	9,410,000
2010	Water & Sewer Refunding Bonds	4,860,000	2,495,000
2013	Water & Sewer Revenue Bonds	2,380,000	1,900,000
2013	Combination Tax & Revenue Certificates of Obligation	8,430,000	7,740,000
2013	Combination Tax & Revenue Refunding Bonds	37,390,000	26,900,000
2015	Combination Tax & Revenue Certificates of Obligation (revenue portion)	6,685,000	6,295,000
	<b>TOTAL</b>	<b>\$ 80,175,000</b>	<b>\$ 58,745,000</b>

In 2009, the Texas Water Development Board awarded the City of Cleburne financial assistance through its Water Infrastructure Fund (WIF). This fund enabled 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 funded 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. Prior to the end of the Fiscal Year 2015, the City issued approximately \$7.2 million in Revenue Certificates of Obligation to fund water and wastewater improvements, and the funds were received in October 2015. The bond funds are being used to construct new wastewater lines on northern and southern ends of Main Street (State Highway 174) for future growth and for future expansion of the wastewater treatment plant to meet the demands of future growth.

### **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, Airport Fund and Drainage Utility Fund make up the enterprise fund group.

### Water/Wastewater Fund (60)

Receipts for the Water/Wastewater Fund are estimated at \$22,528,504. Current operating expenses for the Water/Wastewater Fund are estimated at \$13,065,958, excluding \$80,500 in one-time capital equipment expenses and \$1,253,910 in water/wastewater system improvements. Debt service interest payments and fiscal fees relating to the debt issuance of \$2,315,839 are also included in this budget. Additionally, debt service principal payments of \$4,83,000 and a \$2,727,833 reimbursement for General Fund administrative services is included in this budget.

The Fiscal Year 2019 ending unreserved cash balance of the fund is estimated at \$10,186,316, and the Water/Wastewater Rate Mitigation Reserve ending balance is estimated at \$2,886,192. A senior lien debt reserve was established in Fiscal Year 2011, and it is estimated that the senior lien debt reserve will have an ending balance of \$1,569,780 at fiscal year-end. The TWDB payment reserve will have a balance of \$895,101. An additional \$10,000,000 capital reserve and a \$500,000 contingency reserve are also included in the current year financial plan. The ending available fund balance of the Water/Wastewater Fund provide the City with a total estimated reserve of \$20,686,316 or 578 days (including the capital reserve and contingency reserve). This is excluding the rate mitigation fund with available cash of \$2,886,192 that could provide an additional 81 days of reserves. Cleburne treats its own water and wastewater. The key focus points of the City are met in the following ways in the Water / Wastewater Budget (Fund 60):

- Public Infrastructure Enhancements
  - Water Loss Remediation Project (\$115,000)
  - Water Distribution Maintenance Shop (\$481,625)
  - Water Detention Pond Excavation (\$275,000)
  - Wastewater camera system (\$48,000)

There is no water or wastewater base charge increase or rate increase included in this year's budget for the fourth year in a row, as for sever straight years there were annual rate increases. In both Fiscal Year 2014 and Fiscal Year 2015, a six percent rate annual increase was adopted, yet less than a total four percent revenue increase was realized at the end of the two years, despite a combined rate increase totaling 12 percent. The current water base charge is \$22.53 per month and the water rate per 1,000 gallons is \$6.00 and current wastewater base charge is \$12.58 per month with the rate per gallon up to 13,500 gallons is \$3.86 with a residential maximum of \$64.68 and unlimited for commercial customers. Water revenues are budgeted to decrease 0.2% from the FY 2018 budget of \$13,431,388 in the prior year budget to \$13,402,800, as the projected increased revenue from the past referenced water rate increases has not occurred. Also, wastewater revenue is projected to decrease 0.94 % from the FY 2018 budget of \$8,380,780 to \$8,302,000, as there is slightly lower wastewater treated gallons from industrial customers. Additionally, a water loss ranging from 20% to 30% was occurring monthly in prior years. To improve future year's financial position from lost water revenue and possible reduced treatment expense from undetected leaks, a water loss remediation program is continued from the prior year in this year's budget. This program can aid in determining possible sources of the loss such as undetected leaks, meter problems (dead meters), and review of billed accounts. It is anticipated that any current year increases in revenue as compared to the Fiscal Year 2018 estimated revenue will come from resolving any issues found in the water loss remediation efforts.

### Airport Fund (61)

The Airport Fund was created in order to make the airport self-sustaining, and improvements are made with grant funds and net airport revenues. The receipt of natural gas well royalties from a well on the airport property funded a fuel station, and gross fuel revenue is projected to be \$802,000. The other major source of revenue for the fund is hangar rental (\$194,620). There is \$30,000 budgeted for mineral and lease royalty revenue, which is flat from FY 2018, but the royalty payments were nominal for a number of years. Over the past few fiscal years there was a near elimination of that revenue source, due to near historic lows of natural gas prices. Expenditures for the Airport Fund operations are estimated at \$1,133,764 including a net total transfer of \$123,678 to the General Fund to pay for administrative costs.

### 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, the City strives to operate and maintain an effective drainage water system. 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 \$610,300, primarily from drainage utility fee revenue. The minimum monthly drainage utility fee for residential lots is \$2.75 and commercial customers are charged an equivalent unit based upon the average amount of impervious coverage. Expenditures are budgeted at \$295,430 with the majority of expenditures for major drainage projects (\$150,000). The ending fund balance is estimated to be \$1,195,298.

### **PLANNING FOR THE FUTURE**

The State of Texas and the Dallas Fort Worth (DFW) metropolitan area in particular, has experienced strong growth over the last several decades. This growth has slowed periodically due to economic downturns such as the recession of 2009 and the most recent decline in the oil and gas industry; however, the overall upward trend has never subsided. As the county seat and hub of Johnson County, Cleburne has historically been somewhat independent of the DFW metro area, relying primarily on local industry along with a heavy emphasis on natural gas exploration and production. With the opening of the Chisholm Trail Parkway toll road in May of 2014, Cleburne is quickly transitioning into the Metroplex. With quick and easy access to downtown Fort Worth, Interstate 20 and Interstate 30 now available, the City is in a position to receive future residential growth, new businesses and corresponding retail.

The effects of gas exploration and development had a profound effect on the entire city, particularly in the mid 2000's. Since then, decreases in natural gas well royalty revenue have resulted in a reduction in funding of one-time capital expenditures within the City's special revenue funds. Gas exploration will continue to have an impact on the Cleburne economy albeit at a lesser rate. For years, the industry dramatically affected property values, sales tax and commercial business as the drilling and production cycles came and went. During the current sustained production cycle it is unlikely there will be a return to million dollar royalties, though there is an understanding that this industry will continue to influence Cleburne's economy, but to a lesser degree. Through these ever-changing economic conditions, the City of Cleburne remained relatively strong and viable. In 2001, the City created a Tax Increment Finance District (TIF) in a larger industrial park in order to attract new commercial and industrial businesses. This has proven to be an incubator for economic development. An additional TIF was implemented in the northwestern portion of the community to fund infrastructure and service improvements as the city prepares for the growth associated with State Highway 121 (Chisholm Trail Parkway). The City also employs tax abatements and Local Government Code 380 agreements to stimulate the economy through redevelopment and new commercial and industrial expansion. Going forward, population growth and commercial diversification will be key components to developing a strong Cleburne economy.

Transportation systems to and from the Dallas/Fort Worth Metroplex have and will continue to be an important part of the future of Cleburne. The extension of State Highway 121 (Chisholm Trail Parkway) connecting to US Highway 67 gives citizens quick and direct access to downtown Fort Worth. The City is working to prepare for the growth and additional influx of people likely to follow. With participation from other cities in the county, the public bus transportation system has been expanded to include all of Johnson County and provides limited commuter bus service to Fort Worth. With the future growth from additional residential, industrial and retail development, the City continues its focus on existing conditions and future infrastructure needs. In order to meet current demand while also positioning ourselves for future growth, public infrastructure, such as streets, water and wastewater, continues to be a major focus for the city. The implementation of impact fees coupled with water/wastewater rate increases will be necessary to fund roadway enhancements, water delivery and wastewater system capacity improvements.

In May of 2017, the city's new baseball stadium, The Depot at Cleburne Station, opened to the public. Funded through voter approval of a 4A sales tax, it is located at the terminus of Chisholm Trail Parkway where it intersects US Hwy 67. The site provides easy vehicular access and high visibility. Home to the Cleburne Railroaders of the American Association, the Depot is a state of the art facility that serves not only minor league baseball, but also minor league soccer, local events, concerts and youth tournaments. Surrounding the Depot is Cleburne Station, a proposed fifty-eight acre mixed-use development slated for retail, restaurant, office and entertainment. At approximately 485 acres, the Cleburne Regional Airport remains an untapped resource for the city. With an expanding aviation industry, a greater emphasis will be placed on creating related opportunities on undeveloped parcels within the airport grounds. These focus areas, along with a commitment to downtown redevelopment, quality residential expansion, growth of the industrial park and a commitment to preserving the heritage of Cleburne will allow the community to prosper well into the future.

## **CONCLUSION**

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. OR09-2018-64**

**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, 2018 THROUGH SEPTEMBER 30, 2019; PROVIDING AN EFFECTIVE DATE.**

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**WHEREAS**, an annual budget for the fiscal year October 1, 2018 to September 30, 2019 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**, all statutory and constitutional requirements for the passage of the Ordinance have been adhered to, including but not limited to the Open Meetings Act; 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 by the City Council at a workshop held on August 14, 2018; and

**WHEREAS**, the City Council considers civilian, non-civil service employees' compensation when implementing the City's annual budget ordinance; and

**WHEREAS**, the City Council desires to reward civilian employees who are topped out in their respective pay grade a merit payment equal to 2.5% of their annual salary on September 30, 2018;

**WHEREAS**, the employee must receive a satisfactory performance evaluation in order to be eligible to receive the merit payment; and

**WHEREAS**, the merit payment will not operate and should not be construed to adjust the pay scale in any manner; and

**WHEREAS**, the one-time merit payment will be paid only if the employee is still employed with the City as of the time the merit payments are scheduled to be paid. If, however,

the employee is promoted within FY 2019, he/she will be paid a prorated merit payment. The merit payment will be paid out as follows: One-half of the amount will be paid following their anniversary date and the evaluation meeting favorable expectations; and one-half of the amount will be on the pay date covering September 1, 2019; 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 of the proposed expenditures for the fiscal year beginning October 1, 2018, and ending September 30, 2019, which was prepared by the City Manager, is hereby made a part of this ordinance by reference and is hereby ratified, adopted and approved by the City Council of the City of Cleburne, Texas, as the official budget for fiscal year beginning October 1, 2018 and ending September 30, 2019.

**SECTION TWO.** The appropriation amounts for the fiscal year 2019 budget for the different funds of the City of Cleburne, Texas are hereby fixed as follows:

General Fund	\$37,420,940
Water/Wastewater Fund	\$21,437,795
General Debt Service Fund	\$ 3,580,587
4B Sales Tax Fund	\$ 3,144,718
Airport Fund	\$ 1,133,764
Drainage Utility Fund	\$ 370,699
4A Corporation Sales Tax Fund	\$ 2,866,489

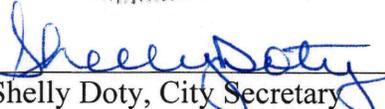
**SECTION THREE.** This Ordinance shall be passed and it shall have effect and be in full force from October 1, 2018 forward.

**PASSED AND APPROVED** this the 11th day of September, 2018 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY:   
Scott Cain, Mayor



  
Shelly Doty, City Secretary

**ORDINANCE**

**NO. OR09-2018-65**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS SETTING THE 2018 AD VALOREM TAX RATE AT A \$0.804018 PER ONE HUNDRED DOLLARS PROPERTY ASSESSMENT AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF CLEBURNE, TEXAS FOR FISCAL YEAR 2019 FOR THE OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF CLEBURNE; APPORTIONING SAID LEVY FOR AN INTEREST AND SINKING FUND FOR CERTAIN BOND INDEBTEDNESS AND FOR GENERAL OPERATING NEEDS; ASSESSING PENALTY AND INTEREST FOR THE NON-PAYMENT OF SUCH TAXES WITHIN THE TIME SET; PROVIDING AN EFFECTIVE DATE.**

---

**WHEREAS**, a budget has been adopted by the City Council of the City of Cleburne, covering the proposed expenditures of the municipal government of the City of Cleburne for the fiscal year beginning October 1, 2018 and ending September 30, 2019, and

**WHEREAS**, finds that an ad valorem tax for the tax year 2018, hereinafter levied for current expenses of the City should be levied to provide the revenue requirements of the budget for the fiscal year 2019; and

**WHEREAS**, the City is required to accumulate an Interest and Sinking Fund for certain outstanding bonded indebtedness; and

**WHEREAS**, all required publications, posting and holding of required public hearings 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 tax year 2018 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. It shall also provide the legally required Interest and Sinking Fund for certain bonded indebtedness during the 2019 fiscal year. Said ad valorem tax shall be levied and apportioned for the following specific purposes, the Interest and Sinking Fund (Debt Service Fund) portion of the tax rate is levied at \$0.151364 and the maintenance and operations (General Fund) portion of the tax rate is levied at \$0.652654.

**SECTION TWO.** Pursuant to the Texas Tax Code, Title 1: Property Tax Code, Subtitle D: Appraisal and Assessment, Chapter 26: Assessment, Section 26.05(b): Tax Rate:

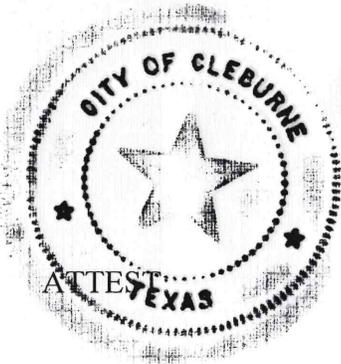
“THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE; and

“THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.39 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$3.51.”

**SECTION THREE.** That taxes levied by this ordinance shall be due and payable on the first day of October 2018, and shall become delinquent on the first day of February 2019, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of February 2019. The City of Cleburne is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

**SECTION FOUR.** This Ordinance shall become effective and be in full force from October 1, 2018 forward, and it is so ordained.

**PASSED AND APPROVED** this the 11th day of September, 2018 at a Regular Meeting of the City Council of the City of Cleburne, Texas.



CITY OF CLEBURNE

BY:   
Scott Cain, Mayor

  
Shelly Doty, City Secretary

# Budget Summary



# City of Cleburne Budget Summary

- The FY 2019 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 FY 2019 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 \$139,499,893
- Expenditures include personnel costs, supplies, equipment, contractual services, debt service, and capital improvements.
  - Expenditures and disbursements are projected to be \$84,957,978
- Capital Improvements include:
  - Water-Wastewater line improvements & expansion
  - Street Program
  - Network Upgrades
  - Vehicle Replacement Program
  - Facility Improvements
    - Splash Station Enhancements
    - Park Enhancements
    - Sports Center Enhancements

# State of the City. . .Budget Year FY 2019

<b>FINANCIAL</b>	
<b>OPERATING BUDGET</b>	
General Fund (Government Services)	\$ 39,222,671
Enterprise Funds (Utilities)	24,053,117
Debt Service Fund (Principal & Interest on Debt)	3,580,587
Special Revenue Fund (Specific Projects)	12,329,179
Capital Projects Funds	5,772,424
<b>TOTAL</b>	<b>84,957,978</b>
<b>BONDED INDEBTEDNESS</b>	
General Obligation Bonds (Partially Self-Supported), Section E	53,403,413
Bond Ratings: <b>Moody's:</b> Aa 3 <b>Standard &amp; Poor's:</b> AA <b>Fitch:</b> AA-	
Water and Sewer Bonds, Section H	58,475,000
Bond Ratings: <b>Moody's:</b> Aa 3 <b>Standard &amp; Poor's:</b> AA- <b>Fitch:</b> AA-	
<b>EMPLOYEES</b>	
<b>MUNICIPAL EMPLOYEES</b> (Fiscal Year 2018 had 335 Positions)	
Uniformed (Police & Fire)	121
Technical/Skill Labor	136
Management/Clerical	81
<b>TOTAL FULL TIME EMPLOYEES</b>	<b>338</b>
<b>DEPARTMENTAL ACTIVITIES</b>	
<b>AIRPORT</b>	
Airport Arrivals & Departures/Year	11,320
<b>CEMETERIES</b>	
Cemetery Sites (Developed Acres)	101
Cemetery Sites (Undeveloped Acres)	30
Grave Spaces Sold	100
<b>CITY SECRETARY'S OFFICE</b>	
Agenda packets prepared for Council, Directors and Press	36
Official documents scanned, indexed and filed	7,500
Elections held	1
Property liens/releases processed	185
Open records requests processed	1,000
<b>CIVIC CENTER</b>	
Events Held	1,175

# State of the City. . .Budget Year 2019

## DEPARTMENTAL ACTIVITIES (CONTINUED)

<b>COMMUNITY DEVELOPMENT</b>	
Building Permits Issued (thru September 2018)	579
Building Standards Inspections	265
Food Service Establishments Inspections	600
Average Number of Houses Per Residential Sanitation Route	800
Tons of Waste Transferred	70,747
Animal Control Service Calls	1,183
<b>HUMAN RESOURCES</b>	
Training Hours Per Employee	6
<b>INFORMATION TECHNOLOGY</b>	
Number of Helpdesk Requests	2,000
<b>LIBRARY</b>	
Circulation	126,000
<b>PARKS AND RECREATION</b>	
Park Sites	17
Public rounds of golf played	32,864
Basketball Courts	76
Swimming Pool Visitors	40,808
<b>PLANNING</b>	
Plats Reviewed	60
Rezoning Applications Reviewed	35
<b>PUBLIC SAFETY</b>	
Calls for Service - Police	48,299
Arrests	1,662
Traffic Citations Issued	6,400
Response Time after Dispatch (Minutes)	
Police	4:35
Fire & Squad #1 Emergency Medical	4:29
<b>SUPPORT SERVICES</b>	
Number of Vehicles and Equipment Maintained	274

**Summary of Personnel by Department**  
(Full Time and Part Time Positions)

Department	FY 2017 Actual			FY 2018 Actual			FY 2019 Budget			
	Full	Part	Seasonal/T emp	Full	Part	Seasonal/ Temp	Full	Part	Seasonal/ Temp	
0131	City Council	0	0	0	0	0	0	0	0	
0132	City Manager	2	0	0	3.5	0	0	3.5	0	
0133	City Attorney	0	0	0	0	0	0	0	0	
0134	City Secretary	5	1	0	5	1	0	5	1	
0135	Finance	6	0	0	6	0	0	6	0	
0136	Human Resources	5	0	0	5	0	0	5	0	
0137	Municipal Court	3.5	0	0	3.65	0	0	3.65	0	
0138	Information Technology	5	0	0	5	0	0	5	0	
0139	Non-Departmental	0	0	0	0	0	0	0	0	
0140	Economic Development	1	0	0	1	0	0	1	0	
0141	Police Services	73	1	0	73	1	0	74	1	
0142	Code Compliance	0	0	0	0	0	0	2	0	
0143	Animal Services	4	1	0	4	1	0	4	1	
0146	Ambulance Services	7	0	0	0	0	0	0	0	
0147	Fire Services	55	0	0	66	0	0	66	0	
0148	Health	4	0	0	5	0	0	3	0	
0150	Community Recreation Center	1.5	4	0	1.5	4	0	1.5	4	
0152	Cemetery	4	0	0	4	0	0	4	0	
0153	Parks and Recreation	8	1	0	8	1	0	9	0	
0155	Municipal Golf	8	5	3	8	5	3	8	5	
0156	Municipal Swimming Pools	2	2	90	2	2	90	2	2	
0157	Sports Complex	6	0	0	6	0	0	6	0	
0161	Building Services	3.5	0	0	3.5	0	0	3.5	0	
0162	Civic Center	0	0	0	0	0	0	0	0	
0163	Library	6	1	0	6	1	0	6	2	
0165	Museum	2.5	0	0	2.5	0	0	2.5	0	
0167	Railroad Museum	0.5	0	0	0.5	0	0	0.5	1	
0171	Public Works	0.5	1	0	2	0	0	1.5	0	
0172	Engineering	4	0	0	2	0	0	2.5	0	
0174	Planning & Zoning	2	0	0	2	1	0	2	1	
0176	Inspections	4	0	0	5	0	0	5	0	
0177	Gas Well Administration	4	0	0	3	0	0	3	0	
0178	Fleet Maintenance	4	0	0	4	0	0	4	0	
0179	Street Maintenance	11	0	0	11	0	0	12	0	
0191	Sanitation	12	0	0	12	0	0	12	0	
<b>SUBTOTAL - General Fund</b>		<b>254</b>	<b>17</b>	<b>93</b>	<b>260.15</b>	<b>17</b>	<b>93</b>	<b>263.15</b>	<b>18</b>	<b>93</b>
6039	Water/WWater Non-Depart.	1.5	0	0	2.5	0	0	2.5	0	
6081	Utility Billing & Revenue	7	0	0	7	0	0	7	0	
6083	Water Distribution	11	0	0	11	0	0	11	0	
6084	Water Treatment	13	0	0	13	0	0	13	0	
6096	Wastewater Collection	10	0	0	9	0	0	9	0	
6097	Wastewater Treatment	15	0	0	14	0	0	14	0	
6154	Airport Fund	3	2	0	3	2	0	3	2	
<b>SUBTOTAL - Enterprise Funds</b>		<b>60.5</b>	<b>2</b>	<b>0</b>	<b>59.5</b>	<b>2</b>	<b>0</b>	<b>59.5</b>	<b>2</b>	<b>0</b>
0668	Housing	2	0	0	2	0	0	2	0	
0859	Cletran	13	11	0	13	11	0	13	11	
3941	Grant Fund - Police	0	0	1	0	0	0	0	0	
3991	Grant Fund - Sanitation	0	0	1	0	0	0	0	0	
5037	Truancy Prevention Fund	0.5	0	0	0.35	0	0	0.35	0	
8165	Museum Board Fund	0	0	1	0	0	1	0	0	
8265	Museum Donation Fund	0	0	1	0	0	1	0	0	
<b>SUBTOTAL - Special Funds</b>		<b>15.5</b>	<b>11</b>	<b>4</b>	<b>15.35</b>	<b>11</b>	<b>2</b>	<b>15.35</b>	<b>11</b>	<b>2</b>
<b>GRAND TOTAL</b>		<b>330</b>	<b>30</b>	<b>97</b>	<b>335</b>	<b>30</b>	<b>95</b>	<b>338</b>	<b>31</b>	<b>95</b>

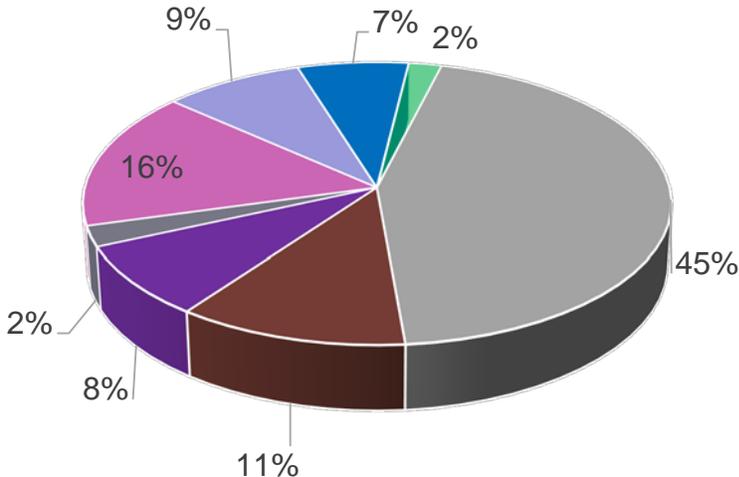
A position showing a decimal represents a position with a pay distribution that is split between two departments.  
See the department detail in each fund for position descriptions within each department.

**CITY OF CLEBURNE**  
**ALL FUNDS**  
Summary of Receipts & Disbursements  
FY 2019

	General & Vehicle Replacement Funds	Special Revenue Funds	Debt Service Fund	Enterprise Funds	Capital Project Funds	Total All Fund Types
Revenues	\$ 31,338,209	\$ 10,826,467	\$ 2,886,457	\$ 24,221,664	\$ 58,000	\$ 69,330,797
Revenue Bond Proceeds	-	-	-	-	-	-
Transfers In	4,961,802	78,708	880,424	54,904	1,880,425	7,856,263
<b>Total Revenues &amp; Transfers In</b>	<b>36,300,011</b>	<b>10,905,175</b>	<b>3,766,881</b>	<b>24,276,568</b>	<b>1,938,425</b>	<b>77,187,060</b>
Expenditures	38,506,189	9,810,606	3,580,587	20,312,333	4,892,000	77,101,715
Use of Fund Balance	-	-	-	-	-	-
Transfers Out	716,482	2,518,573	-	3,740,784	880,424	7,856,263
<b>Total All Expenditures &amp; Transfers Out</b>	<b>39,222,671</b>	<b>12,329,179</b>	<b>3,580,587</b>	<b>24,053,117</b>	<b>5,772,424</b>	<b>84,957,978</b>
Revenues Over/(Under) Expenditures	(2,922,660)	(1,424,004)	186,294	223,451	(3,833,999)	(7,770,918)
Beginning Fund Balance	15,250,839	11,578,797	1,238,389	27,574,711	6,670,097	62,312,833
Reserves of Fund Balance	(8,967,549)	(272,900)	(1,424,683)	(15,851,073)	(245,949)	(26,762,154)
<b>Ending Fund Balance</b>	<b>\$ 3,360,630</b>	<b>\$ 9,881,893</b>	<b>\$ -</b>	<b>\$ 11,947,089</b>	<b>\$ 2,590,149</b>	<b>\$ 27,779,761</b>

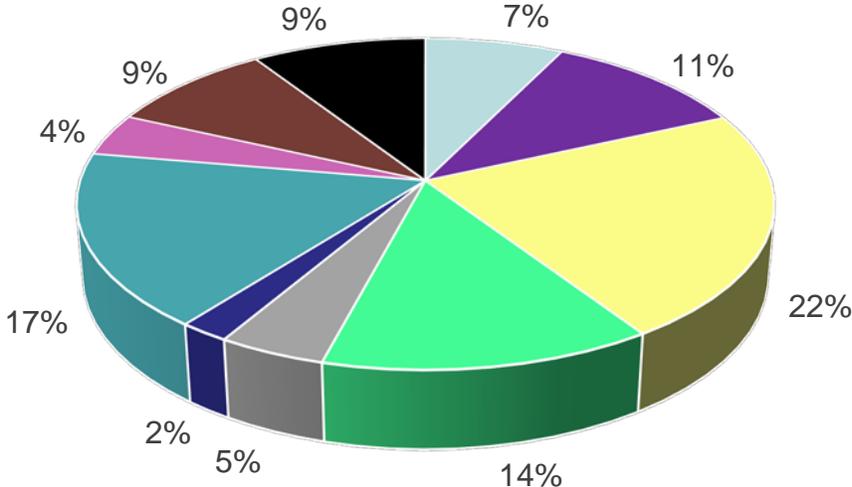
# Current Revenue, Expenditures & Capital

## Current Revenue and Existing Funds \$139,499,894



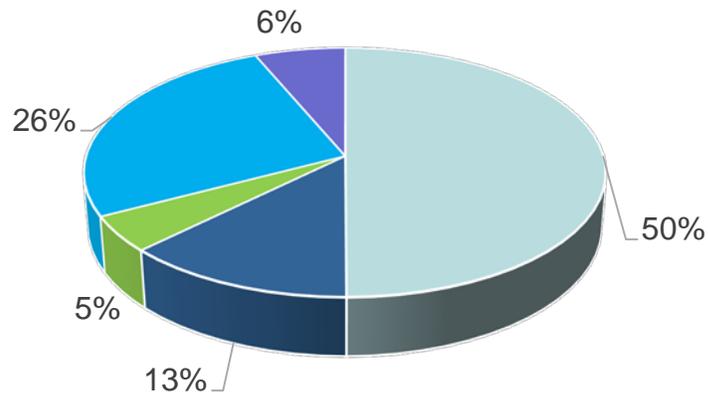
- Property Tax \$15,991,997
- Franchise Fees \$3,277,000
- License, Fees, Fines, & Miscellaneous \$12,017,661
- Intergovernmental \$2,794,670
- Sales Tax & Hotel Tax \$11,538,000
- Water & Wastewater Sales \$22,099,090
- Charges for Service \$9,468,642
- Existing Funds \$62,312,834

## Current Expenditures and Transfers Out \$84,957,978



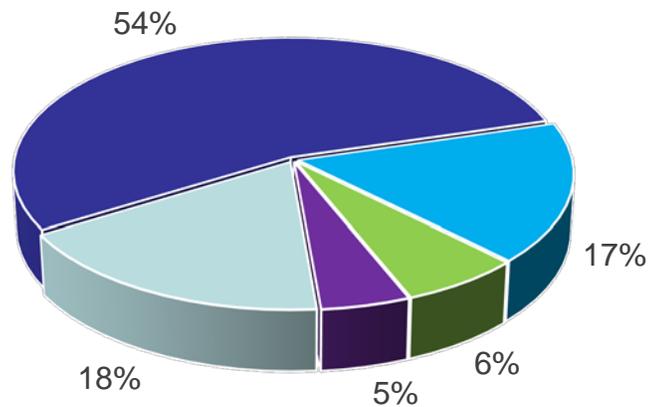
- General Government \$6,243,323
- Public Safety \$18,979,114
- Sanitation \$3,732,317
- Enterprise Fund Operations \$14,530,127
- Water-Wastewater Debt Service \$7,593,486
- Public Works \$9,296,763
- Public Services \$11,492,914
- Enterprise Fund Capital Improvements \$1,740,184
- General Obligation Debt Service \$3,493,487
- Interfund Transfers \$7,856,263

## Current Expenditures by Fund \$77,101,715



- General Fund \$38,506,189
- Special Revenue Fund \$9,810,606
- Debt Service Fund \$3,580,587
- Enterprise Fund \$20,312,333
- Capital Projects Fund \$4,892,000

## Current Capital Expenditures \$10,211,468



- Capital Equipment Additions \$1,801,731
- Capital Street Improvements \$5,530,198
- Capital Water-Wastewater Line Improvements \$1,740,844
- Capital Facilities Improvements \$655,000
- Miscellaneous Capital \$483,695



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**CITY OF CLEBURNE**  
**GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND**  
 Summary of Receipts & Disbursements  
 2019

	General Fund		Special Revenue Funds	
	General Operating Fund 01	Vehicle Replacement Fund 03	HUD Housing Fund 06	Cleburne Transit System Fund 08
Use of Available Fund Balance				
<u>Revenue:</u>				
Taxes - Property	\$ 12,627,016	\$ -	\$ -	\$ -
Taxes - Non Property	8,777,000	-	-	-
License & Fees	374,500	-	-	-
Intergovernmental	-	-	1,456,114	999,284
Charges for Service	7,590,454	-	-	95,000
Fines	631,500	-	-	-
Miscellaneous	284,538	1,053,201	6,650	108,697
Use of Available Fund Balance	-	-	-	-
<b>Total Revenues</b>	<b>30,285,008</b>	<b>1,053,201</b>	<b>1,462,764</b>	<b>1,202,981</b>
<u>Expenditures:</u>				
<u>Current</u>				
General Government	6,073,658	-	-	-
Public Safety	17,260,356	1,262,055	-	-
Public Service	6,368,291	-	1,506,351	1,241,411
Public Works	3,583,451	226,061	-	-
Sanitation	3,418,702	313,615	-	-
<u>Debt Service:</u>				
Principal Retirement	-	-	-	-
Interest and Fiscal Fees	-	-	-	-
<b>Total Expenditures</b>	<b>36,704,458</b>	<b>1,801,731</b>	<b>1,506,351</b>	<b>1,241,411</b>
<u>Other Financing Sources (Uses):</u>				
Bond Proceeds	-	-	-	-
Transfers In	4,961,802	-	48,688	-
Transfers Out	(716,482)	-	-	(1,051)
	<b>4,245,320</b>	<b>-</b>	<b>48,688</b>	<b>(1,051)</b>
Excess of Revenues and Other Sources				
Over/Under Expenditures and Other Sources	(2,174,130)	(748,530)	5,101	(39,481)
Beginning Fund Balance	13,066,705	2,184,134	(53,788)	262,769
Reserves	(8,874,895)	(92,654)	-	-
<b>Projected Ending Fund Balance</b>	<b>\$ 2,017,680</b>	<b>\$ 1,342,950</b>	<b>\$ (48,687)</b>	<b>\$ 223,288</b>

**CITY OF CLEBURNE**  
**GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND**  
 Summary of Receipts & Disbursements  
 2019

Special Revenue Funds (Continued)			Debt Service	Capital Projects	Total Funds
4B Sales Tax Fund 09	4A Corporation Fund 17	All Other Special Revenue Funds	General Debt Service Fund 02	All Capital Project Funds 53 & 55	Total Funds
\$ -	\$ -	\$ 500,524	\$ 2,864,457	\$ -	\$ 15,991,997
2,785,000	2,785,000	\$ 468,000	-	-	14,815,000
-	-	728,250	-	-	1,102,750
-	-	289,272	-	-	2,744,670
-	-	34,268	-	-	7,719,722
-	-	59,600	-	-	691,100
31,000	40,000	439,808	22,000	-	1,985,894
-	-	-	-	58,000	58,000
<u>2,816,000</u>	<u>2,825,000</u>	<u>2,519,722</u>	<u>2,886,457</u>	<u>58,000</u>	<u>45,109,133</u>
-	-	60,565	9,100	100,000	6,243,323
-	-	381,703	75,000	-	18,979,114
771,836	121,883	1,038,142	-	445,000	11,492,914
-	291,742	848,509	-	4,347,000	9,296,763
-	-	-	-	-	3,732,317
705,000	1,260,000	-	2,938,462	-	4,903,462
390,600	1,192,864	-	558,025	-	2,141,489
<u>1,867,436</u>	<u>2,866,489</u>	<u>2,328,919</u>	<u>3,580,587</u>	<u>4,892,000</u>	<u>56,789,382</u>
-	-	-	-	-	-
-	-	30,020	880,424	1,880,425	7,801,359
<u>(1,277,282)</u>	<u>-</u>	<u>(1,240,240)</u>	<u>-</u>	<u>(880,424)</u>	<u>(4,115,479)</u>
<u>(1,277,282)</u>	<u>-</u>	<u>(1,210,220)</u>	<u>880,424</u>	<u>1,000,001</u>	<u>3,685,880</u>
<u>(328,718)</u>	<u>(41,489)</u>	<u>(1,019,417)</u>	<u>186,294</u>	<u>(3,833,999)</u>	<u>(7,994,369)</u>
<u>2,448,119</u>	<u>4,108,599</u>	<u>4,813,098</u>	<u>1,238,389</u>	<u>6,670,097</u>	<u>34,738,122</u>
<u>(272,900)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(245,949)</u>	<u>(9,486,398)</u>
<u>\$ 1,846,501</u>	<u>\$ 4,067,110</u>	<u>\$ 3,793,681</u>	<u>\$ 1,424,683</u>	<u>\$ 2,590,149</u>	<u>\$ 17,257,355</u>

**CITY OF CLEBURNE**  
**ALL ENTERPRISE FUNDS**  
Summary of Receipts & Disbursements  
2019

	Water and Wastewater Utilities Operating Fund 60	Other Water and Wastewater Capital Project Funds 76	Airport Fund 61	Drainage Utility Fund 63	Total Enterprise Funds
<b>Operating Revenues</b>					
Charges for Service	\$ 22,227,090	\$ -	\$ 1,028,620	\$ 592,300	\$ 23,848,010
Interest & Non-Operating Income	301,414	4,000	240	18,000	323,654
<b>Total Operating Revenues</b>	<b>22,528,504</b>	<b>4,000</b>	<b>1,028,860</b>	<b>610,300</b>	<b>24,171,664</b>
<b>Operating Expenditures</b>					
Salaries	2,855,471	-	178,358	-	3,033,829
Benefits	1,488,996	-	87,287	-	1,576,283
Supplies	1,710,655	-	27,204	15,800	1,753,659
Maintenance - Building	367,800	-	35,783	150,000	553,583
Maintenance - Equipment	696,914	-	15,885	9,000	721,799
Services	3,033,658	-	632,869	120,630	3,787,157
Capital - Structures/Improvements	596,625	1,110,859	32,700	-	1,740,184
Capital - Equipment	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>10,750,119</b>	<b>1,110,859</b>	<b>1,010,086</b>	<b>295,430</b>	<b>13,166,494</b>
<b>Operating Income (Loss)</b>	<b>11,778,385</b>	<b>(1,106,859)</b>	<b>18,774</b>	<b>314,870</b>	<b>11,005,170</b>
<b>Debt Service</b>					
Principal	4,830,000	-	-	-	4,830,000
Interest and Fiscal Fees	2,315,839	-	-	-	2,315,839
<b>Income (Loss) Before Other Sources (Uses)</b>	<b>4,632,546</b>	<b>(1,106,859)</b>	<b>18,774</b>	<b>314,870</b>	<b>3,859,331</b>
<b>Other Sources (Uses)</b>					
Grants	-	-	50,000	-	50,000
Revenue Bond Proceeds	-	-	-	-	-
Transfer In	-	-	54,904	-	54,904
Transfer to Debt Service 02 (Out)	-	-	-	-	-
Payment for Services In (Out)	(3,541,837)	-	(123,678)	(75,269)	(3,740,784)
<b>Net Income (Loss)</b>	<b>1,090,709</b>	<b>(1,106,859)</b>	<b>-</b>	<b>239,601</b>	<b>223,451</b>
<b>Beginning Fund Balance</b>	<b>24,946,680</b>	<b>1,672,334</b>	<b>-</b>	<b>955,697</b>	<b>27,574,711</b>
<b>Reserves</b>	<b>15,851,073</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,851,073</b>
<b>Ending Fund Balance</b>	<b>\$ 10,186,316</b>	<b>\$ 565,475</b>	<b>\$ -</b>	<b>\$ 1,195,298</b>	<b>\$ 11,947,089</b>

**CITY OF CLEBURNE**  
**ALL FUNDS**  
**Summary of Receipts & Disbursements**  
**2019**

	General & Lease Equipment Fund			Special Revenue Funds		
	ACTUAL 2017	ESTIMATED 2018	BUDGET 2019	ACTUAL 2017	ESTIMATED 2018	BUDGET 2019
<b>Revenue</b>						
Taxes - Property	\$ 12,125,570	\$ 12,072,907	\$ 12,627,016	\$ 444,754	\$ 471,996	\$ 500,524
Taxes - Non Property	8,724,534	9,068,169	8,777,000	6,055,259	5,921,000	6,038,000
License & Fees	352,639	409,000	374,500	768,250	738,250	728,250
Intergovernmental	-	-	-	2,683,315	3,250,977	2,744,670
Charges for Services	7,137,594	7,718,810	7,590,454	123,180	131,975	129,268
Fines	594,495	631,400	631,500	57,311	67,759	59,600
Miscellaneous	847,107	1,084,668	1,337,739	5,795,308	1,023,080	626,155
<b>Total Revenue</b>	<b>29,781,939</b>	<b>30,984,954</b>	<b>31,338,209</b>	<b>15,927,377</b>	<b>11,605,037</b>	<b>10,826,467</b>
<b>Expenditures-Governmental</b>						
General Government	5,329,490	5,644,879	6,073,658	35,890	82,003	60,565
Public Safety	16,581,663	16,723,296	18,522,411	170,744	208,592	381,703
Public Service	5,511,936	5,598,632	6,368,291	25,400,043	3,585,936	4,679,623
Public Works	3,082,785	3,291,033	3,809,512	3,755,649	1,426,072	1,140,251
Sanitation	3,632,050	3,497,638	3,732,317	90,368	-	-
<b>Expenses-Enterprise</b>						
Personnel	-	-	-	-	-	-
Materials and Supplies	-	-	-	-	-	-
Contractual Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
<b>Debt Service:</b>						
Principal	-	-	-	605,000	945,000	1,965,000
Interest & Fees	-	-	-	2,672,482	1,616,825	1,583,464
<b>Total Expenditures</b>	<b>34,137,924</b>	<b>34,755,478</b>	<b>38,506,189</b>	<b>32,730,176</b>	<b>7,864,428</b>	<b>9,810,606</b>
Excess Revenue Over/(Under) Expenditures	(4,355,985)	(3,770,524)	(7,167,980)	(16,802,799)	3,740,609	1,015,861
<b>Other Financing Sources (Uses)</b>						
Bond Proceeds	-	-	-	6,666,607	-	-
Operating Transfers in	4,958,777	5,654,159	4,961,802	12,156	1,062,748	78,708
Operating Transfers (out)	(1,029,114)	(671,084)	(716,482)	(2,291,946)	(2,743,103)	(2,518,573)
Intrafund loan	-	-	-	-	-	-
<b>Total Other Sources (Uses)</b>	<b>3,929,663</b>	<b>4,983,075</b>	<b>4,245,320</b>	<b>4,386,817</b>	<b>(1,680,355)</b>	<b>(2,439,865)</b>
Beginning Fund Balance	14,464,611	14,038,289	15,250,840	21,940,525	9,524,543	11,578,797
Projection Reserve	(8,468,388)	(8,944,962)	(8,967,549)	(281,745)	(272,300)	(272,900)
<b>Projected Unreserved Ending Fund Balance</b>	<b>\$ 5,569,901</b>	<b>\$ 6,305,878</b>	<b>\$ 3,360,631</b>	<b>\$ 9,242,798</b>	<b>\$ 11,312,497</b>	<b>\$ 9,881,893</b>
Change in Fund balance		(1) \$ (2,922,660)			(2) \$ (1,424,004)	
% Change		-19%			-12%	

(1) Decrease in Unreserved Fund Balance of the General and Vehicle Replacement Funds are due to equipment replacement, planned acquisition of an aerial ladder fire truck, and salaries and benefits.

(2) Decrease in Unreserved Fund Balance for Combined Special Revenue Funds is due to planned refurbishment of 4B Fund sponsored facilities and improvements for the Railroad museum.

**CITY OF CLEBURNE**  
**ALL FUNDS**  
**Summary of Receipts & Disbursements**  
**2019**

	Debt Service Funds			Enterprise Operating and Capital Projects		
	ACTUAL 2017	ESTIMATED 2018	BUDGET 2019	ACTUAL 2017	ESTIMATED 2018	BUDGET 2019
<u>Revenue</u>						
Taxes - Property	\$ 2,785,913	\$ 2,866,380	\$ 2,864,457	\$ -	\$ -	\$ -
Taxes - Non Property	\$ -	\$ -	-	\$ -	\$ -	\$ -
License & Fees	-	-	-	-	-	-
Intergovernmental	-	-	-	33,324	185,000	50,000
Charges for Services	-	-	-	23,558,659	23,837,165	23,848,010
Fines	-	-	-	-	-	-
Miscellaneous	9,765	22,000	22,000	371,510	548,844	323,654
<b>Total Revenue</b>	<b>2,795,678</b>	<b>2,888,380</b>	<b>2,886,457</b>	<b>23,963,493</b>	<b>24,571,009</b>	<b>24,221,664</b>
<u>Expenditures-Governmental</u>						
General Government	6,211	9,100	9,100	-	-	-
Public Safety	-	-	75,000	-	-	-
Public Service	-	-	-	-	-	-
Public Works	-	-	-	-	-	-
Sanitation	-	-	-	-	-	-
<u>Expenditures-Enterprise</u>						
Personnel	-	-	-	4,294,775	4,479,352	4,610,112
Materials and Supplies	-	-	-	3,071,026	3,058,780	1,753,659
Contractual Services	-	-	-	1,922,792	2,816,444	5,062,539
Capital	-	-	-	4,188,842	5,393,825	1,740,184
<u>Debt Service:</u>						
Principal	3,058,192	3,071,123	2,938,462	5,005,000	4,515,000	4,830,000
Interest & Fees	550,092	421,137	558,025	2,588,486	2,458,089	2,315,839
<b>Total Expenditures</b>	<b>3,614,495</b>	<b>3,501,360</b>	<b>3,580,587</b>	<b>21,070,921</b>	<b>22,721,490</b>	<b>20,312,333</b>
Excess Revenue Over/(Under) Expenditures	(818,817)	(612,980)	(694,130)	2,892,572	1,849,519	3,909,331
<u>Other Financing Sources (Uses)</u>						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers in	995,075	880,424	880,424	-	16,912	54,904
Operating Transfers (out)	-	-	-	(3,341,641)	(3,786,579)	(3,740,784)
Intrafund loan	-	-	-	-	493,000	-
<b>Total Other Sources (Uses)</b>	<b>995,075</b>	<b>880,424</b>	<b>880,424</b>	<b>(3,341,641)</b>	<b>(3,276,667)</b>	<b>(3,685,880)</b>
Beginning Fund Balance	794,688	970,946	1,238,389	29,450,298	29,001,229	27,574,711
Projection Reserve	-	-	(1,424,683)	(12,097,037)	(13,317,158)	(15,851,073)
<b>Projected Unreserved Ending Fund Balance</b>	<b>\$ 970,946</b>	<b>\$ 1,238,390</b>	<b>\$ -</b>	<b>\$ 16,904,192</b>	<b>\$ 14,256,923</b>	<b>\$ 11,947,089</b>
			(3) \$ 186,294 15%			(4) \$ 223,451 1%

(3) There is no change to the projected ending unreserved fund balance in the Debt Service Fund. All fund balance is reserved for the payment of debt service. There is an increase in the projected reserve in FY 2019 due to a previous year carryover of fund balance.

(4) There is a slight increase in the ending unreserved fund balance of the Enterprise Funds due to projected results of operations.

**CITY OF CLEBURNE**  
**ALL FUNDS**  
**Summary of Receipts & Disbursements**  
**2019**

	Capital Project Funds			Total All Funds		
	ACTUAL 2017	ESTIMATED 2018	BUDGET 2019	ACTUAL 2017	ESTIMATED 2018	BUDGET 2019
<b>Revenue</b>						
Taxes - Property	\$ -	\$ -	\$ -	\$ 15,356,237	\$ 15,411,283	\$ 15,991,997
Taxes - Non Property	-	-	-	14,779,793	14,989,169	14,815,000
License & Fees	-	-	-	1,120,889	1,147,250	1,102,750
Intergovernmental	-	191,760	-	2,716,639	3,627,737	2,794,670
Charges for Services	-	-	-	30,819,433	31,687,950	31,567,732
Fines	-	-	-	651,806	699,159	691,100
Miscellaneous	122,376	96,218	58,000	7,146,066	2,774,810	2,367,548
<b>Total Revenue</b>	<b>122,376</b>	<b>287,978</b>	<b>58,000</b>	<b>72,590,863</b>	<b>70,337,358</b>	<b>69,330,797</b>
<b>Expenditures-Governmental</b>						
General Government	25,000	25,000	100,000	5,396,591	5,760,982	6,243,323
Public Safety	-	-	-	16,752,407	16,931,888	18,979,114
Public Service	295,765	115,714	445,000	31,207,744	9,300,282	11,492,914
Public Works	3,110,786	2,269,997	4,347,000	9,949,220	6,987,102	9,296,763
Sanitation	56,850	-	-	3,779,268	3,497,638	3,732,317
<b>Expenditures-Enterprise</b>						
Personnel	-	-	-	4,294,775	4,479,352	4,610,112
Materials and Supplies	-	-	-	3,071,026	3,058,780	1,753,659
Contractual Services	-	-	-	1,922,792	2,816,444	5,062,539
Capital	-	-	-	4,188,842	5,393,825	1,740,184
<b>Debt Service:</b>						
Principal	-	-	-	8,668,192	8,531,123	9,733,462
Interest & Fees	-	-	-	5,811,060	4,496,051	4,457,328
<b>Total Expenditures</b>	<b>3,488,401</b>	<b>2,410,711</b>	<b>4,892,000</b>	<b>95,041,917</b>	<b>71,253,467</b>	<b>77,101,715</b>
Excess Revenue Over/(Under) Expenditures	(3,366,025)	(2,122,733)	(4,834,000)	(22,451,054)	(916,109)	(7,770,918)
<b>Other Financing Sources (Uses)</b>						
Bond Proceeds	-	-	-	6,666,607	-	-
Operating Transfers in	3,005,039	1,100,000	1,880,425	8,971,047	8,714,243	7,856,263
Operating Transfers (out)	(880,424)	(1,689,907)	(880,424)	(7,543,125)	(8,890,673)	(7,856,263)
Intrafund loan	-	-	-	-	493,000	-
<b>Total Other Sources (Uses)</b>	<b>2,124,615</b>	<b>(589,907)</b>	<b>1,000,001</b>	<b>8,094,529</b>	<b>316,570</b>	<b>-</b>
Beginning Fund Balance	10,696,570	9,420,660	6,670,097	77,346,692	62,955,667	62,312,834
Projection Reserve	(17,250)	-	(245,949)	(20,864,420)	(22,534,420)	(26,762,154)
<b>Projected Unreserved Ending Fund Balance</b>	<b>\$ 9,437,910</b>	<b>\$ 6,708,020</b>	<b>\$ 2,590,149</b>	<b>\$ 42,125,747</b>	<b>\$ 39,821,708</b>	<b>\$ 27,779,762</b>
			(5) \$ (3,833,999)			\$ (7,770,918)
			-57%			-12%

(5) There is a projected decrease in the unreserved fund balance of the Capital Projects Funds due to a use of available unreserved funds for street construction projects.



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# Building the Budget

- Budget Process
- Fund Structure
- Management & Budget Policies



# City of Cleburne's Budget Purpose and Process

The fiscal budget is a document that provides Council, the residents of Cleburne, management and readers with information regarding the character and scope of City activities, and 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. The budget document serves as a tool for comprehensive review of the direction of the City and the financial resources allocated to achieve the goals of the City. The budget process also facilitates the evaluation of programs to determine their effectiveness and allocation of resources to those programs. The budget document seeks to communicate clear policies at usable and understandable levels of detail. Finally, the budget outlines the manner in which the financial resources of the City are managed during the budget period. Resources are allocated for the current year and forecasted for a long-term view. Contingencies are budgeted for unforeseen circumstances, and a process is in place for necessary budget adjustments.

The budget process has been devised to provide information that will assist the City Council, the City Manager, directors and all managers 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 its citizens.

## Start Up Budget Phase

The City of Cleburne's budgeting process, maintained at the departmental level, began on February 5, 2018 with the Finance Department issuing preliminary instructions and dates for submission of budget requests with forms for revenue projections. Revenue projections were due on February 26, 2018, and on March 8, 2018, the City Manager presented the analysis of projected resources for Fiscal Year 2019 to Council. On March 29, 2018, a budget kickoff was held to communicate Council goals and budgeting strategies to the City departments. Budget training was made available for managers, directors, and department employees, who enter the budget into the Incode budget software.

## Department Request Phase

The department request phase was broken into two phases. All department operational budget requests were due on April 30, 2018. This included personnel change or addition requests. Supplemental requests to the budget and capital projects requests were due on May 11, 2018 with supporting forms and justification. These requests included vehicle replacement requests. The Finance Department compiled the department's data and presented it to the City Manager.

## Budget Prioritization Phase

The City Manager and the Budget Team met with each department to review budget requests, department goals, performance measures, personnel and capital requests. The City Manager and the Budget Team discussed with department managers and directors, their department operations and needs. During these meetings, the department heads were asked to rank their requests. Additional meetings were held for the City Manager and the Budget Team to address further prioritization of requests in conformance with goals and objectives outlined by the City Council. The City Manager directed the preparation of the preliminary budget to be presented to the City Council.

### Preliminary Budget Phase

The proposed budget was filed with the City Secretary's office on August 9, 2018. The City Manager presented, and discussed the proposed budget and capital improvements with the City Council at a budget workshop on August 14, 2018. Also, additional requests were submitted by staff before the City Council and discussed. Council gave direction on the preliminary budget and the compilation of the final budget.

### Budget Adoption and Implementation Phase

On September 11, 2018, a public hearing on the budget was held. During this advertised hearing, interested citizens are encouraged to comment on the budget. The budget and tax rate ordinances were also approved by the City Council at the meeting on September 11, 2018. There were also two public meetings held for public comment on the tax rate on August 28, 2018 and September 4, 2018.<sup>35</sup>

### Budget Amendment Phase

After implementation of the approved budget, a budget amendment can be approved by the City Council by ordinance adoption.



# Budget calendar for FY 2019 budget

February 5	Finance issues instructions for revenue projections prepared by revenue-generating departments.
February 26	Revenue projections due.
February 28 - March 6	Director of Finance and Budget Analyst meets with revenue-generating departments and reviews projections.
March 8	City Manager presents the budget schedule, budget challenges/priorities, and budget assumptions for the FY 2019 budget to Council.
March 29	Budget Kickoff – City Manager outlines Council goals and budgeting strategies for the City for FY 2019, additional information and instructions provided by Finance.
April 5-20	Mandatory budget training for all departments.
April 30	Phase 1 of Budget Entry completed by departments. Phase 1 includes FY 2018 Estimates, FY 2019 Base Budget (Current Service Levels), Department Summary Forms, and Personnel Change requests. Phase 1 budget locked for editing at 5:00 PM.
May 11	Phase 2 of Budget Entry completed by departments. Phase 2 includes Supplemental Budget requests (Increase above current service levels) and Capital requests with forms and checklists submitted by the deadline. Phase 2 budget locked for editing at 5:00 PM.
June 6-8	Vehicle Management Committee prepares recommendations to City Manager.
June 11 -29	Department budget meetings with City Manager and budget team.
July 25	Certified Tax Rolls received from Johnson County Appraisal District.
July 25-Aug 8	City Manager reviews his budget and prepares presentation for Council.
August 9	File City Manager's Budget with the City Secretary.
August 14	City Manager presents proposed FY 2019 Budget to the City Council at a Budget Workshop. City Council adopts resolution for rate higher than effective tax rate and sets public hearing dates.
August 16	City Manager presents 4B Corporation Budget to 4B Corporation Board.
August 21	Publication of Notice of 2018 Tax Year Proposed Property Tax Rate for the City of Cleburne
August 22-31	Additional Budget Workshops with Council as needed.
August 28	City Manager presents 4A Corporation Budget to 4A Corporation Board.
August 28	Required Public Hearing on 2019 Tax Rate (1 <sup>st</sup> Required).
September 4	Required Public Hearing on 2019 Tax Rate (2 <sup>nd</sup> Required).
September 11	Date of Public Hearing on proposed FY 2019 Budget and Approval of FY 2019 Budget and Tax Rate.
October 1	New Fiscal Year begins for the 2019 Budget Year.

# FUND STRUCTURE

## **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 City’s fund structure is described in the following overview. Whether the fund is an appropriated fund or not will be indicated. All major funds for budgeting purposes will be described and minor funds will be noted in the aggregate. For budgeting purposes, a major fund is defined as any fund whose revenues or expenditures constitutes more than 10% of the revenues or expenditures of the appropriated budget.

## **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. The General Fund is an appropriated major fund.

### *Special Revenue Funds including Blended Component Unit 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. Appropriated special revenue funds are the 4A Corporation Fund and the 4B Corporation Fund. Both of the economic corporation funds are blended component unit funds. Component unit funds are defined as legally separate organizations for which the elected officials of the primary government are financially accountable. The legal liability for debt issued remains with the City and the sales tax revenue collected in these funds provides funding for projects and supports operations that exclusively benefits the City. Other special revenue funds do not have appropriated budgets since other means control the use of these resources and sometimes span a period of more than one fiscal year. However, annual financial plans are included for each special revenue fund in the budget document. The 4A Corporation is a major budgeted fund. All other special revenue funds are minor funds for budgetary purposes.

### *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. The Debt Service Fund is an appropriated minor fund.

### *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. The capital projects funds are both minor funds. The General Capital Projects Fund is appropriated on a project-length basis, and the annual financial plan is included in the budget document. The Performance Contract Capital Fund is not an appropriated fund.

## 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-Wastewater Fund, the Airport Fund, and the Drainage Utility Fund. The Airport Fund and Drainage Utility Fund are both appropriated minor funds.

### Water Wastewater Fund

The Water Wastewater Fund is used to account for revenues from water and wastewater utilities. From this fund, all associated costs of operating water and wastewater utilities are paid. This fund is a major appropriated fund.

### Revenue Capital Funds

The revenue capital funds are used to account for bond revenue proceeds to fund major capital improvement water/wastewater projects and the payment of construction and capital project expenditures. The 2015 Water/Wastewater Revenue Bond Fund is a minor fund. Revenue capital funds are appropriated on a project-length basis, and an annual financial plan is included in the budget document.

Governmental Funds Category	
-----------------------------	--

General - Major	Capital Projects - Minor
-----------------	--------------------------

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>- General Fund (01)</li> </ul> | <ul style="list-style-type: none"> <li>- Vehicle Replacement (03)</li> <li>- General Capital Projects (53)</li> <li>- Performance Capital (55)</li> </ul> |
|---|---|

Special Revenue - Minor
-------------------------

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>- 4B Sales Tax Fund (09)</li> <li>- L.E.O.S.E. Fund (10)</li> <li>- TIF #1 - Industrial Park (11)</li> <li>- TIF #2 - Downtown (12)</li> <li>- TIF #3 - Northwest Loop (13)</li> <li>- Emergency Mgmt Fund (14)</li> <li>- Certificate of Franchise (15)</li> <li>- 4A Economic Devel Fund (17)</li> <li>- Recreation Fund (19)</li> <li>- Mineral and Lease Royalty (21)</li> <li>- Disposal Well Fund (22)</li> <li>- Gas Well Administration (23)</li> </ul> | <ul style="list-style-type: none"> <li>- Miscellaneous Grants (39)</li> <li>- Court Technology Fund (41)</li> <li>- Child Safety Fund (45)</li> <li>- Court Security Fund (46)</li> <li>- Abandoned Vehides Fund (47)</li> <li>- Police Forfeiture Fund (48)</li> <li>- Truancy Prevention Fund (50)</li> <li>- Misc Board Funds (81 &amp; 85)</li> <li>- Miscellaneous Donations Funds (82-84, 86-88)</li> </ul> |
|--|---|

Debt Service - Minor
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- General Debt Service (02)

Proprietary Funds Category	
----------------------------	--

Enterprise - Major	Enterprise - Minor
--------------------	--------------------

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>- Water And Sewer Fund (60)</li> <li>- Water-Wastewater Projects</li> </ul> | <ul style="list-style-type: none"> <li>- Municipal Airport Fund (61)</li> <li>- Drainage Utility Fund (63)</li> <li>- 2015 Water-Wastewater Revenue Bond Fund (76)</li> </ul> |
|--|---|

## RELATIONSHIP BETWEEN FUNCTIONAL UNITS AND FUNDS

Relationship Between Functional Units, Major Funds, and Non-Major Funds

		GOVERNMENTAL FUNDS			
Department Number	Departments (Functional Units)	GENERAL FUND (Major) / Applicable Fund Number	DEBT SERVICE FUND (Minor) / Applicable Fund Number	SPECIAL REVENUE FUNDS (Minor) / Applicable Fund Number	CAPITAL FUNDS (Minor) / Applicable Fund Number
31	CITY COUNCIL	01			53
32	CITY MANAGER	01			53
33	CITY ATTORNEY	01			53
34	CITY SECRETARY	01			53
35	FINANCE	01			53
36	HUMAN RESOURCES	01			53
37	MUNICIPAL COURT	01		41/46/50	53
38	INFORMATION TECHNOLOGY	01		15	53
39	NON-DEPARTMENTAL	01	02	11/12/13	53
40	ECONOMIC DEVELOPMENT	01			53
41	POLICE	01		10/39/45/ 47/48/83	03/53
42	CODE ENFORCEMENT	01			03/53
43	ANIMAL CONTROL	01		83	03/53
46	AMBULANCE SERVICES	01			03/53
47	FIRE	01		3/88	03/53
48	HEALTH	01			03/53
49	EMERGENCY MANAGEMENT	01		14	03/53
50	WASHINGTON RECREATION CENTER	01		09	53
52	CEMETERY	01			03/53
53	PARKS & RECREATION	01		09/19/84	03/53
54	AIRPORT				
55	GOLF	01			03/53
56	SWIMMING POOLS	01		09	53
57	SPORTS COMPLEX	01		09	53
59	TRANSPORTATION			08	
61	BUILDING MAINTENANCE	01			03/53
62	CIVIC CENTER	01		07/53	53
63	LIBRARY	01		85/86	53
65	MUSEUM	01		81/82	53
67	RAILROAD MUSEUM	01		09	53
68	H.U.D.			06	
69	THE DEPOT			17	
71	PUBLIC WORKS	01		87	03/53
72	ENGINEERING	01			03/53
74	PLANNING & ZONING	01			03/53
76	INSPECTIONS	01			03/53
77	GAS WELL INSPECTIONS	01		21/22/23	03/53
78	FLEET MAINTENANCE	01			03/53
79	STREET MAINTENANCE	01			03/53
81	UTILITY BILLING				
83	WATER DISTRIBUTION				
84	WATER TREATMENT				
91	REFUSE COLLECTION	01			03/53
96	WASTE WATER COLLECTION				
97	WASTE WATER TREATMENT				
98	STORM DRAINAGE				

<b>RELATIONSHIP BETWEEN FUNCTIONAL UNITS AND FUNDS</b>					
Relationship Between Functional Units, Major Funds, and Non-Major Funds					
<b>PROPRIETARY FUNDS</b>					
Department Number	Departments (Functional Units)	WATER & WASTEWATER FUND (Major) / Applicable Fund Number	AIRPORT (Minor) / Applicable Fund Number	DRAINAGE (Minor) / Applicable Fund Number	REVENUE CAPITAL FUNDS (Minor) / Applicable Fund Number
31	CITY COUNCIL				
32	CITY MANAGER				
33	CITY ATTORNEY				
34	CITY SECRETARY				
35	FINANCE				
36	HUMAN RESOURCES				
37	MUNICIPAL COURT				
38	INFORMATION TECHNOLOGY				
39	NON-DEPARTMENTAL				
40	ECONOMIC DEVELOPMENT				
41	POLICE				
42	CODE ENFORCEMENT				
43	ANIMAL CONTROL				
46	AMBULANCE SERVICES				
47	FIRE				
48	HEALTH				
49	EMERGENCY MANAGEMENT				
50	WASHINGTON RECREATION CENTER				
52	CEMETERY				
53	PARKS & RECREATION				
54	AIRPORT		61		
55	GOLF				
56	SWIMMING POOLS				
57	SPORTS COMPLEX				
59	TRANSPORTATION				
61	BUILDING MAINTENANCE				
62	CIVIC CENTER				
63	LIBRARY				
65	MUSEUM				
67	RAILROAD MUSEUM				
68	H.U.D.				
69	THE DEPOT				
71	PUBLIC WORKS				
72	ENGINEERING				
74	PLANNING & ZONING				
76	INSPECTIONS				
77	GAS WELL INSPECTIONS				
78	FLEET MAINTENANCE				
79	STREET MAINTENANCE				
81	UTILITY BILLING	60			76
83	WATER DISTRIBUTION	60			76
84	WATER TREATMENT	60			76
91	REFUSE COLLECTION				
96	WASTE WATER COLLECTION	60			76
97	WASTE WATER TREATMENT	60			76
98	STORM DRAINAGE			63	

# **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**

### **Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured, such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

Governmental activities, which normally are supported by taxes, grants, and intergovernmental revenues, are reported in governmental funds. The City's accounting 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. 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.

Proprietary funds include enterprise funds and revenue bond capital funds. Proprietary funds are reported using the economic resources focus and the full accrual basis of accounting.

Financial accounting and reporting are completed 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.

### **Basis of Budgeting**

In most cases, the City's budget follows the same basis as the accounting and financial reporting previously described.

### **Governmental Funds**

Governmental type funds are budgeted on a modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues, are budgeted when they are measurable and

available and expenditures are budgeted in the period the liability is incurred, which is in accordance with Generally Accepted Accounting Principles. The fund balance approach of governmental funds is used which can be identified as current assets less current liabilities. Differences in basis of accounting and basis of budgeting in the governmental funds include the following: governmental funds budget capital outlays as expenditures. Accordingly, depreciation expense is not budgeted. In the Comprehensive Annual Financial Report (CAFR), capital items are recorded as assets when purchased and depreciated over the useful life of the item. In the CAFR, principal payments reduce the balance sheet liability for the debt. However, the City budgets for all debt service payments, both principal and interest, as an expense. The City does not budget for other non-cash expenditures such as accruals for sick and vacation liabilities and bad debt expense, which are recorded as expenditures on the CAFR.

### **Proprietary Funds**

The Water and Sewer enterprise Fund, Municipal Airport Fund, and Drainage Utility Fund are budgeted using the flow of economic resources, which is on the full accrual basis with the following exceptions. Debt principal repayments are classified as expenses in the budget, rather than reductions to liabilities. Capital expenditures are budgeted as expenses in the year to be purchased. Proceeds from bond sales are budgeted as revenue. Also, depreciation expense on capital assets, bad debt expenses, and compensated absences are not budgeted as expenses because they do not reduce available, spendable resources.

### **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 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 that rate increases will create in preparation for the larger supply expansions.

## **Vehicle 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. The purpose of this fund was updated during the FY 2018 budget process to be used solely for funding of replacement vehicles. The name was also updated to the Vehicle Replacement Fund.

## **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 designations of fund balance type. 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 90 day fund balance reserve for FY 2018 and FY 2019 is estimated to be \$8,550,456 and \$8,624,895, 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, impact fees 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 and use of available fund balance 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.

### **Purchasing Policy**

1. All purchases and sales of City property shall be made in accordance with State law.
2. Any City improvement costing more than the amount requiring competitive bidding as specified by State law shall be executed by contract except where such improvement is authorized by the Council to be executed directly by a City department in conformity with detailed plans, specifications, and estimates. All such contracts for more than the amount specified by State law shall be awarded in accordance with State law.
3. All purchases made and contracts executed by the City Manager, or designee, shall be pursuant to a written requisition from the head of the office, department, or agency whose appropriation will be charged, and no contract or order shall be issued to any vendor unless and until the City Manager, or designee, certifies that there is to the credit of such office, department, or agency, a sufficient unencumbered appropriation balance to pay for the supplies, materials, equipment, or contractual services for which the contract or order is to be issued.

### **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 FY 2019 are identified in the narrative sections of the budget document for each department. The accomplishments of the prior year, FY 2018, objectives are also included in those sections.

## **INVESTMENT POLICIES**

Investments made by the City will be made in compliance with the City of Cleburne Investment Policy. It is the policy of the City to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all State of Texas laws and statutes including the Public Funds Investment Act, Chapter 2256 of the Government Code and City ordinances. This policy applies to all funds of the City.

The primary objectives, in priority order, of the City's investment activities shall be:

### **Safety**

The primary objective of the City's investment activity is to ensure the preservation of capital in the overall portfolio through selection of investment instruments in a manner to avoid capital losses from securities defaults or erosion of market value and through diversity of instruments.

### **Liquidity**

The City's investment portfolio shall be structured to maintain liquid balances, match investment maturities with forecasted cash flow requirements, and investment in securities with an 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 throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs.

### **Delegation of Authority and Training**

- The City designates the Investment Officers to be City Manager with overall responsibilities to see that investment objectives are accomplished and Director of Finance and Assistant Director of Finance with the specific day-to-day performance of managing the funds of the City.

### **Internal Controls**

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

### **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.

### **Quarterly Reporting**

- The Investment Officer(s) shall submit a signed quarterly investment report that summarizes current market conditions, economic developments and anticipated

investment conditions and compliance with the Public Funds Investment Act and adopted investment policy strategy.

### **Portfolio Pricing**

- The portfolio shall be valued to market, at a minimum frequency of a quarterly basis.

### **Active Portfolio Management**

- The City shall pursue an active versus a passive portfolio management philosophy and securities may be sold before they mature, if market conditions present an opportunity for the City to benefit from the trade.

### **Authorized Investments**

Assets of the City may be invested in the following instruments as authorized by the Texas Legislature in the Public Funds Investment Act as permissible instruments. The City's authorized investments options are more restrictive than those allowed by State law and the City may only invest in following securities. Any other type of security is not an eligible investment for the City:

#### Authorized Investments:

- 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. Certificates of deposit issued by state and national depository institutions that have its main office or branch office in this state that are:
  - a. Guaranteed or insured by the Federal Deposit Insurance Corporation, FSLIC or its successors; or
  - b. Secured by obligations that are described by subdivisions (1) through (4) of this subsection, which are intended to include all direct federal agency or instrumentality issued mortgage backed securities, and which have a market value of not less than the principal amount of the certificates or in any other manner and amount provided by law for deposits of the investing entities; or
  - c. In addition to the City's authority to invest in certificates of deposit and share certificates stated above, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under Section 2256.010 (b) of the Act: (1) the funds are invested by the City through a depository institution that has its main office or a branch office in this state that is selected by the City; (2) the depository institution selected by the City under subdivision (1) arranges for the deposit of the funds in one or more federally insured depository institutions, wherever located for the account of the City; (3) the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; (4) the depository institution selected by the City

under Subdivision (1) acts as custodian for the City with respect to the certificates of deposit issued for the account of the City; and (5) at the same time that the funds are deposited and the certificates of deposit are issued for the account of the City, the depository institution selected by the City under Subdivision (1) received an amount of deposits from customers of other federally insured depository institutions, wherever located, that is equal to or greater than that amount of funds invested by the City through the depository institution selected under Subdivision (1).

- F. Fully collateralized repurchase agreements, including flexible repurchase agreements with a defined termination date, whose underlying purchased securities meet the requirement of the Act. The ownership of the collateral for the repurchase agreement is transferred to the City, and deposited with a safekeeping agent for the duration of the contract and a signed master repurchase agreement has been executed with the counterparty, with a Master Repurchase Agreement governing all transactions. The securities received for repurchase agreements must have a market value greater or equal to 102 percent at the time funds are disbursed.
- G. Joint pools of political subdivisions in the State of Texas, as authorized by the Interlocal Cooperation Act, as amended, and the Public Funds Investment Act, as amended, which invest in instruments and follow practices required by the Act. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating agency.
- H. Money Market Mutual Funds that meet the requirement of the Act.
- I. Certificate of Deposit Account Registry Service (CDARS) deposited with a certificate of deposit issued by a depository institution that has its main office or branch office in this state that is selected by the investing entity pursuant to the requirements of Section 2256.010 of the Government Code.

### **Holding Period**

- The holding periods of investment funds will match the City's liquidity needs and the maximum final stated maturity of any investment shall not exceed three years.

### **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. Operating funds and commingled pools containing operating funds objectives:
  - Primary - principal protection and matching of cash flows to adequate investment liquidity.
  - Secondary - minimization of volatility during economic cycles through portfolio structuring by purchasing high quality, short to medium term securities with laddered maturities and a maximum stated final maturity date of two years. These funds shall have a dollar weighted average maturity of 365 days or less
- B. Debt service funds objectives:
  - Primary – principal protection and liquidity adequate to cover the debt service obligation on the required payment date by purchasing high quality and a final maturity date exceeding the next unfunded debt service payment date. These funds shall have a dollar weighted average maturity not exceeding one year.
- C. Debt service reserve funds objectives:
  - Primary – principal protection, low security volatility with a maximum final maturity date of the lesser of three years or the final maturity date of the underlying bond issue.
- D. Special projects or special purpose fund portfolio objectives:

- Primary - principal protection and adequate investment liquidity to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held by these funds shall not exceed the lesser of the anticipated cash flows, or the estimated project completion date.

## Risk and Diversification

- The City will attempt to limit the risk of loss through diversification of its portfolio and to achieve the aforementioned investment strategies by diversification of permitted investment instruments.

Diversification by Investment Instrument of Portfolio	Maximum Percent
○ U.S. Treasury Obligations (Bills, Notes and Bonds),	100%
○ U.S. Government Agency Securities, and Instrumentalities of Government Sponsored Corporations	75%
○ Certificates of Deposit (CD's) Commercial Bank's	75%
○ Local Government Investment Pool	100%
○ Certificate of Deposit Account Registry Service (CDARS)	75%
○ Tri-Party Repurchase Agreement	35%
○ SEC registered, no-load mutual fund	10%

## Investment Procedures

The City shall enter the following agreements (if applicable): safekeeping, master repurchase agreements, wire transfer agreements, banking services contracts, and collateral/depository agreements. These contracts shall include the explicit delegation of authority to persons responsible for the transactions involving these agreements.

## Securities Dealers

- For broker/dealers of investment securities, annually the City Council shall approve three financial institutions for investment purposes as recommended by the Director of Finance.
- All personnel in the firms who will be trading or quoting securities to the City must maintain a current NASD license and be registered to deal securities in the State of Texas
- 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.

### **Collateral**

- All deposits of City funds shall be secured by pledged collateral as defined by the Act and this policy.
- 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.
- Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

### **Safekeeping Agreement**

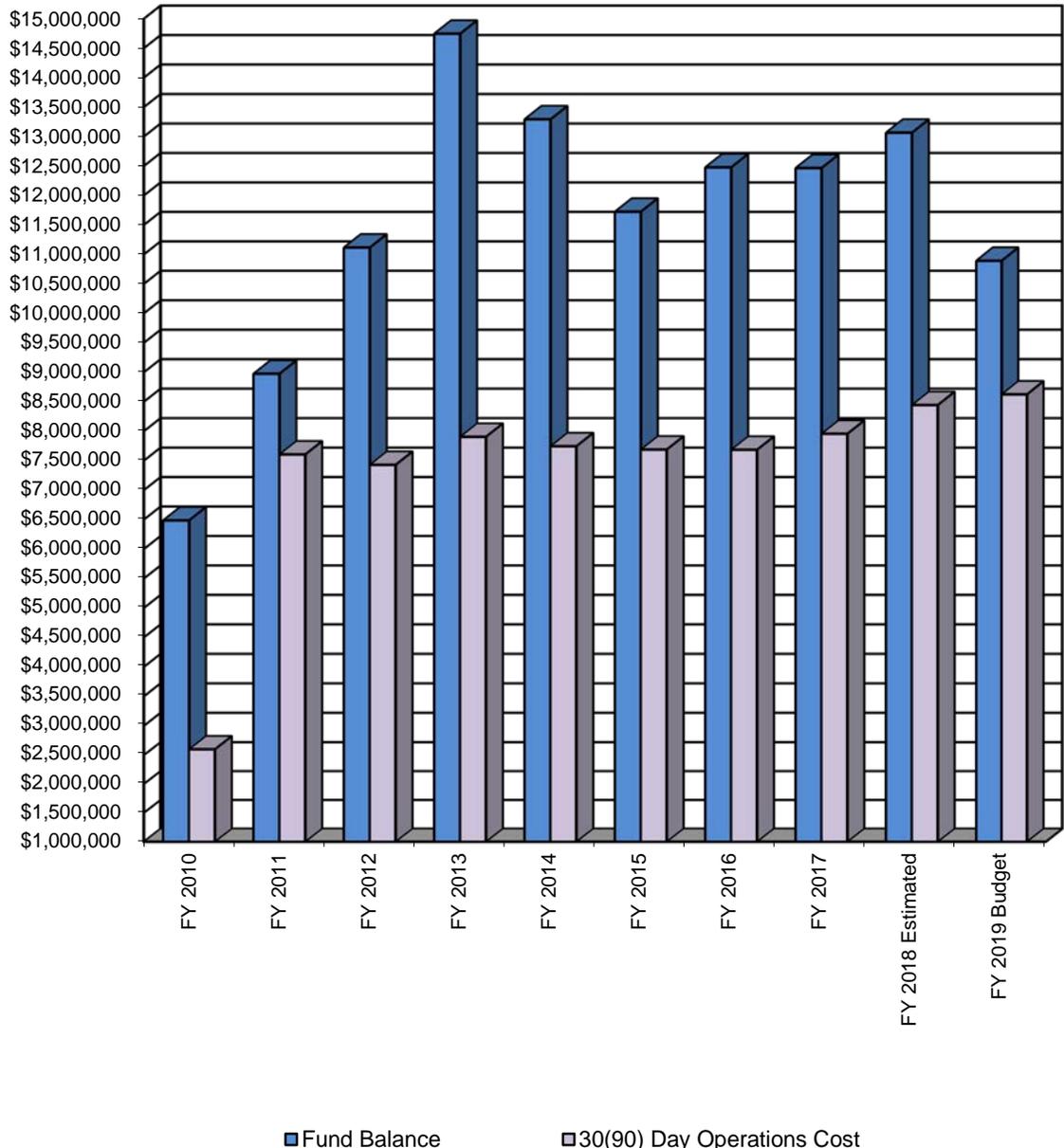
- All marketable securities purchased by the City shall be held in third party safekeeping by a custodian institution designated as primary agent.
- All securities shall be purchased using the delivery vs. payment method and will be delivered to the third party custodian institution by seller held in the name of the City or held on behalf of the City.
- Collateral on deposit type securities which exceed the FDIC coverage shall be held in a third party safekeeping institution with only the following securities accepted as collateral:
  - FDIC insurance coverage.
  - 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.
  - Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
  - 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.
  - Surety Bond
  - Federal Home Loan Bank Letter of Credit issued to the City

# General Fund



# General Fund Projection Reserve & Fund Balance

FY 2010 - FY 2019



Historical fund balance data was collected for fiscal years 2010-2017. The 2018 and 2019 fiscal year’s 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 adopted by City Council in fiscal year 2011 to maintain funds at a level which would provide 90 days of operations.

# GENERAL FUND

Operating Budget

FY 2019

<b>Where it comes from. . . .Where it goes</b>
--

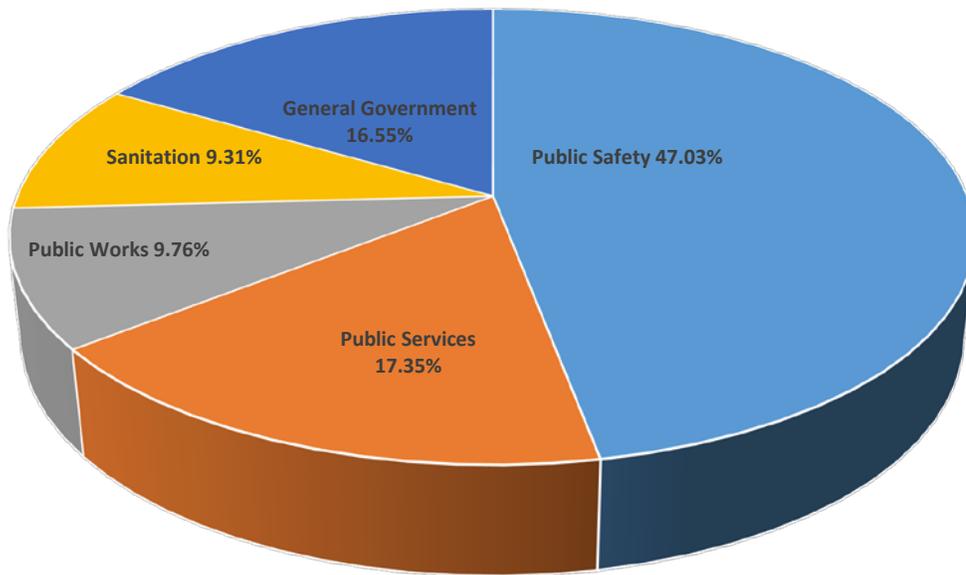
**It comes from. . . .**

<b>Property Taxes</b>	
Current & Delinquent Taxes	35.82%
<b>Non-Property Taxes</b>	
Franchise Fees & Sales Taxes	24.90%
<b>Licenses &amp; Permits</b>	
All Permits, Fees and Community Development Licenses	1.06%
<b>Fines &amp; Forfeitures</b>	1.79%
<b>Charge For Services</b>	
Sanitation, Golf, Cemetery, Civic Center, Rent & Leases, Aquatics Facility	21.54%
<b>Miscellaneous</b>	0.81%
<b>Transfers</b>	
From Special Revenue, Water & Sewer, Airport, & Drainage Utility Funds	14.08%
	100.00%

**It goes to. . . .**

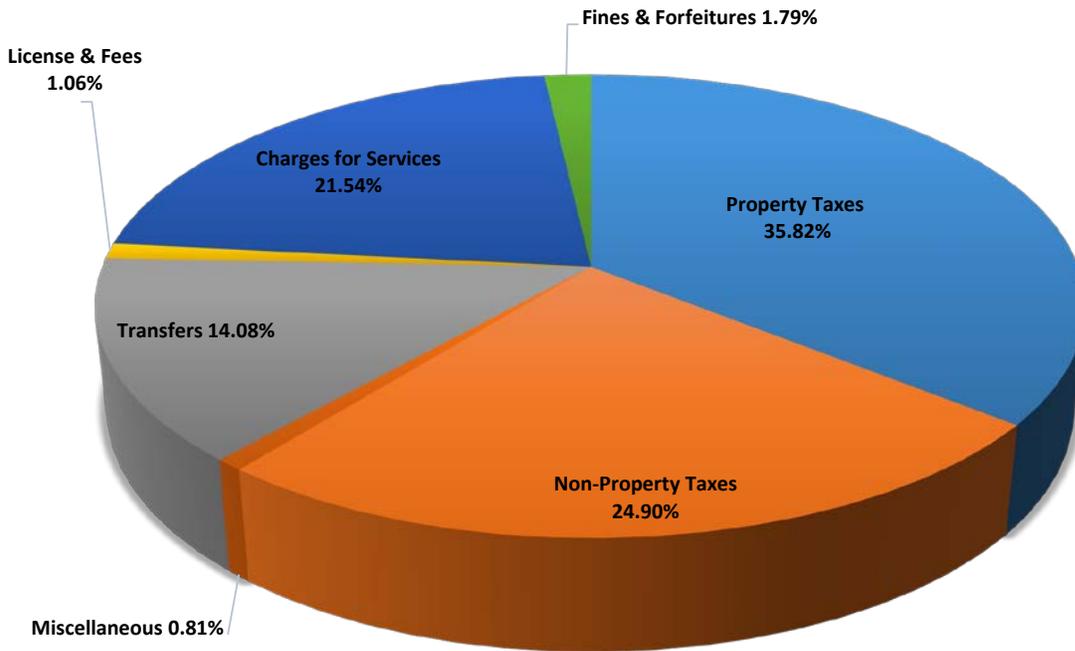
<b>Public Safety</b>	
Police, Code Compliance, Ambulance Service, Fire Protection, Animal Services & Health	47.03%
<b>Public Service</b>	
Golf, Pools, Library, Museum, Civic Center, Cemetery, Community Services, Building Services & Parks & Recreation	17.35%
<b>Public Works</b>	
Street, Inspection, Fleet Maintenance, Engineering & Public Works	9.76%
<b>Sanitation</b>	9.31%
<b>General Government</b>	
Council, City Manager, City Attorney, Human Resources, Finance, IT, City	16.55%
	100.00%

### Where the Money Goes...



■ Public Safety ■ Public Services ■ Public Works ■ Sanitation ■ General Government

### Where the Money Comes From...



■ Taxes ■ Non-Property Taxes ■ Miscellaneous ■ Transfers ■ License & Fees ■ Charges for Services ■ Fines & Forfeitures

# GENERAL FUND

## Summary of Receipts & Disbursements

FY 2019

	ACTUAL FY 2016	AMENDED BUDGET FY 2017	ACTUAL FY 2017	AMENDED BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
Beginning Unreserved Fund Balance	\$ 11,725,509	\$ 12,478,397	\$ 12,478,397	\$ 12,466,978	\$ 12,466,978	\$ 13,066,705
<b>Receipts:</b>						
Ad Valorem Taxes	12,417,914	12,030,299	12,125,570	11,975,842	12,072,907	12,627,016
Non-Property Taxes	8,510,519	8,301,597	8,724,534	8,595,375	9,068,169	8,777,000
Licenses & Fees	408,888	389,038	352,639	482,988	409,000	374,500
Charges for Service	6,963,969	7,256,038	7,137,594	7,595,646	7,718,810	7,590,454
Fines	749,375	727,000	594,495	613,000	631,400	631,500
Miscellaneous	126,898	134,845	282,671	179,000	547,714	284,538
Sale of Assets	10,234	-	58,245	-	37,571	-
Use of Available Fund Balance	-	200,000	-	50,246	-	-
Total Receipts:	<u>29,187,797</u>	<u>29,038,817</u>	<u>29,275,748</u>	<u>29,492,097</u>	<u>30,485,571</u>	<u>30,285,008</u>
<b>Payment for Services Provided for by General Fund:</b>						
Enterprise Funds	2,948,863	3,273,763	2,547,173	2,873,995	2,990,935	2,944,280
Special Rev. Funds	1,936,753	2,001,142	1,790,895	2,071,820	1,934,383	2,017,522
Total Transfer In:	<u>4,885,616</u>	<u>5,274,905</u>	<u>4,338,068</u>	<u>4,945,815</u>	<u>4,925,318</u>	<u>4,961,802</u>
Total General Fund Revenues and Transfers In	<u>34,073,413</u>	<u>34,313,722</u>	<u>33,613,816</u>	<u>34,437,912</u>	<u>35,410,889</u>	<u>35,246,810</u>
<b>Expenditures:</b>						
Salaries and Wages	15,334,420	17,119,735	16,296,456	16,986,933	16,780,488	17,309,981
Benefits	7,619,939	8,051,260	7,248,251	8,177,895	7,509,841	8,246,506
Supplies and Materials	1,844,547	2,149,483	1,818,035	2,001,286	1,955,110	2,060,139
Maintenance - Building	521,933	788,106	643,377	835,760	761,385	727,768
Maintenance - Equipment	1,025,722	1,085,283	1,038,214	1,102,833	1,074,004	1,043,712
Contractual and Misc. Services	4,639,764	5,372,860	4,963,017	5,164,364	4,986,273	5,387,885
Miscellaneous Charges	182,868	220,325	229,007	205,000	202,500	202,750
Total Operating Expenditures	<u>31,169,193</u>	<u>34,787,051</u>	<u>32,236,357</u>	<u>34,474,071</u>	<u>33,269,601</u>	<u>34,978,741</u>
<b>Operating Change in Fund Balance</b>	<b><u>2,904,220</u></b>	<b><u>(473,329)</u></b>	<b><u>1,377,459</u></b>	<b><u>(36,159)</u></b>	<b><u>2,141,287</u></b>	<b><u>268,069</u></b>
<b>Non-Operating Department Expenditures</b>						
Current Supplemental Expenditures	-	-	-	-	-	939,105
Vehicle Depreciation Payments	-	-	-	728,841	728,841	745,112
Capital - Structures	294,097	173,733	156,126	42,865	39,123	-
Capital - Equipment	589,994	369,699	318,287	121,500	102,513	41,500
Total Non-Operating Expenditures	<u>884,091</u>	<u>543,432</u>	<u>474,414</u>	<u>893,206</u>	<u>870,477</u>	<u>1,725,717</u>
Total Departmental Expenditures	<u>32,053,284</u>	<u>35,330,483</u>	<u>32,710,771</u>	<u>35,367,277</u>	<u>34,140,078</u>	<u>36,704,458</u>
<b>Transfers to Other Funds</b>						
Special Revenue Funds	277,364	222,139	214,499	191,172	154,172	161,578
Enterprise Funds	-	28,000	-	-	16,912	54,904
General Capital Fund -Streets	500,000	500,000	500,000	500,000	500,000	500,000
General Capital Fund -Other	489,877	-	199,965	-	-	-
Total Transfers Out	<u>1,267,241</u>	<u>750,139</u>	<u>914,464</u>	<u>691,172</u>	<u>671,084</u>	<u>716,482</u>
Total Expenditures and Transfers Out	<u>33,320,525</u>	<u>36,080,622</u>	<u>33,625,235</u>	<u>36,058,449</u>	<u>34,811,162</u>	<u>37,420,940</u>
<b>Total Change in Fund Balance</b>	<b><u>752,888</u></b>	<b><u>(1,766,900)</u></b>	<b><u>(11,419)</u></b>	<b><u>(1,620,537)</u></b>	<b><u>599,727</u></b>	<b><u>(2,174,130)</u></b>
<b>Ending Fund Balance</b>	<b><u>\$ 12,478,397</u></b>	<b><u>\$ 10,711,497</u></b>	<b><u>\$ 12,466,978</u></b>	<b><u>\$ 10,846,441</u></b>	<b><u>\$ 13,066,705</u></b>	<b><u>\$ 10,892,575</u></b>
<b>Fund Balance Reserves:</b>						
Projection Reserve - 90 Days	\$ 7,685,554	\$ 8,696,763	\$ 7,956,889	\$ 8,500,456	\$ 8,203,463	\$ 8,624,895
Contingency Reserve	-	250,000	-	250,000	-	250,000
Total Reserves	<u>\$ 7,685,554</u>	<u>\$ 8,946,763</u>	<u>\$ 7,956,889</u>	<u>\$ 8,750,456</u>	<u>\$ 8,203,463</u>	<u>\$ 8,874,895</u>

\*Total Departmental Expenditures includes Total of Operating Expenditures and Total of Non-Operating Expenditures

**GENERAL FUND**  
**SUMMARY OF RECEIPTS AND DISBURSEMENTS**  
**PROJECTED FY 2020-2024**

	PROJECTED FY 2020	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024
<b>REVENUES</b>					
Ad Valorem Taxes	\$ 12,690,151	\$ 12,753,602	\$ 12,817,370	\$ 12,881,457	\$ 12,945,864
Non-Property Taxes	8,909,000	9,043,000	9,179,000	9,317,000	9,457,000
Licenses & Fees	380,000	391,000	403,000	415,000	427,000
Charges for Service	7,704,000	7,820,000	7,937,000	8,056,000	8,179,000
Fines	641,000	660,000	680,000	700,000	721,000
Miscellaneous	289,000	298,000	307,000	316,000	325,000
Use of Available Fund Balance	-	-	-	-	-
Transfers-In	5,094,000	5,247,000	5,404,000	5,566,000	5,733,000
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 35,707,151</b>	<b>\$ 36,212,602</b>	<b>\$ 36,727,370</b>	<b>\$ 37,251,457</b>	<b>\$ 37,787,864</b>
	30,613,151				
<b>EXPENDITURES</b>					
Salaries and Wages	17,743,000	18,187,000	18,642,000	19,108,000	19,586,000
Benefits	8,453,000	8,622,000	8,794,000	8,970,000	9,149,000
Supplies and Materials	2,112,000	2,133,000	2,154,000	2,176,000	2,198,000
Maintenance - Building	746,000	757,000	768,000	883,000	896,000
Maintenance - Equipment	1,070,000	1,081,000	1,092,000	1,103,000	1,114,000
Contractual and Misc. Services	5,523,000	5,578,000	5,634,000	5,690,000	5,747,000
Miscellaneous Charges	208,000	212,000	216,000	220,000	224,000
Non-Operating & Capital Expenditures	-	-	-	-	-
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>35,855,000</b>	<b>36,570,000</b>	<b>37,300,000</b>	<b>38,150,000</b>	<b>38,914,000</b>
Transfers-Out	716,482	716,482	716,482	716,482	716,482
<b>TOTAL EXPENDITURES</b>	<b>\$ 36,571,482</b>	<b>\$ 37,286,482</b>	<b>\$ 38,016,482</b>	<b>\$ 38,866,482</b>	<b>\$ 39,630,482</b>
<b>BEGINNING FUND BALANCE</b>	<b>10,892,576</b>	<b>10,028,245</b>	<b>8,954,364</b>	<b>7,665,252</b>	<b>6,050,227</b>
<b>INCREASE / (DECREASE) TO FUND BALANCE</b>	<b>(864,331)</b>	<b>(1,073,880)</b>	<b>(1,289,112)</b>	<b>(1,615,025)</b>	<b>(1,842,618)</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$ 10,028,245</b>	<b>\$ 8,954,364</b>	<b>\$ 7,665,252</b>	<b>\$ 6,050,227</b>	<b>\$ 4,207,609</b>
Projection Reserve Equal to 90 Days	8,840,959	9,017,260	9,197,260	9,406,849	9,595,233
Days of Projected Available Fund Balance	<b>102</b>	<b>89</b>	<b>75</b>	<b>58</b>	<b>39</b>

**ASSUMPTIONS**

Ad Valorem Taxes are projected to increase annually by a half percent. Non-property Taxes, which includes Sales Tax and Franchise Taxes, are projected to increase annually by one and one half percent. License & Fees, Fines, and Miscellaneous Revenue are projected to increase annually by three percent. These revenues include Interest Revenue, Permits, and Municipal Court Fines. Charges for Service Revenue is projected to increase annually by one and one half percent. Salaries expense is projected to increase annually two and one half percent. Benefits expense and Miscellaneous Charges expense are projected to increase annually two percent. Maintenance-Building is expected to increase annually by one and one half percent. All other expenses are projected to increase annually by one percent.

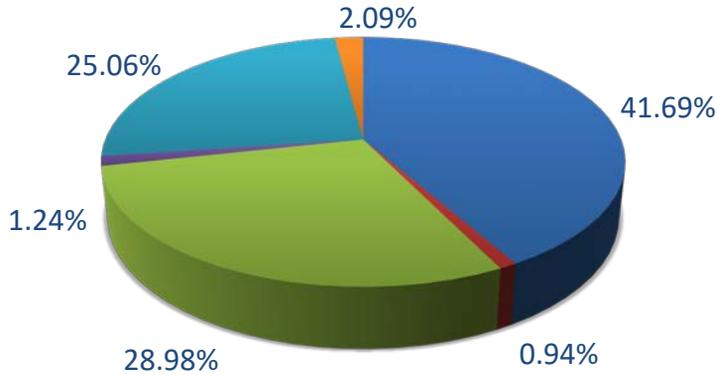
**CONCLUSION**

This five-year analysis of the General Fund demonstrates that operating revenues will not keep up with operating expenditures for the next five years. Additionally, the days of available fund balance is projected to fall below 90 in fiscal year 2021. This reflects the necessity for the City to closely review programs within the City in order possibly reduce expenditures during the next five years. Also, it indicates a need for the City to review revenue streams for possible rate increases, additional fees, or charges for services.

# General Fund Revenues

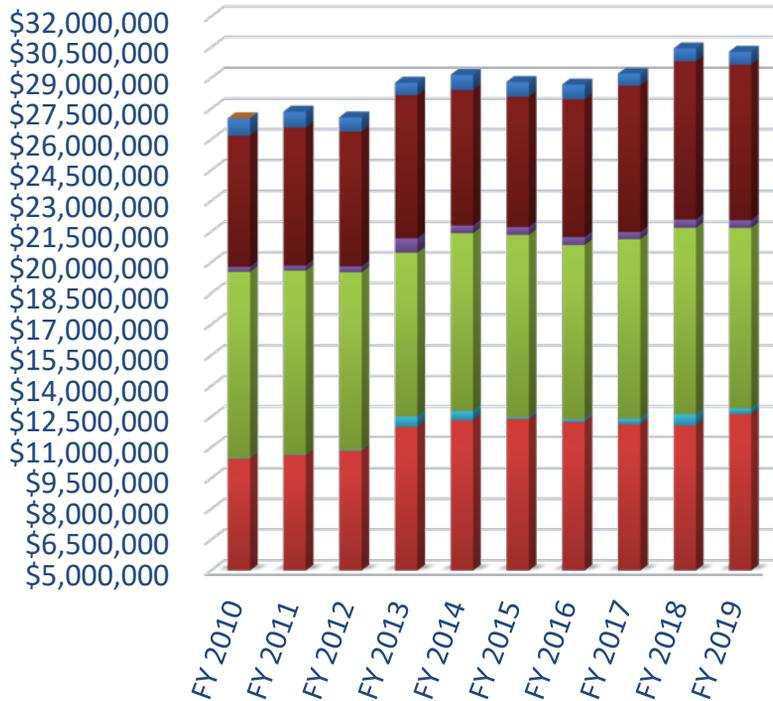
FY 2019

\$30,285,008



- Property Tax
- Miscellaneous
- Non-Property Tax
- Licenses & Fees
- Charges For Services
- Fines & Forfeitures

## FY 2009-FY 2018



- Property Tax
- Miscellaneous
- Non-Property Tax
- Licenses & Fees
- Charges for Services
- Fines & Forfeitures

See General Fund-Revenue By Source for related data.

# CITY OF CLEBURNE

## General Fund Revenues

### FY 2019 Budget

<b>PROPERTY TAXES</b>																							
<b>0111-6101</b>	<b>CURRENT AD VALOREM TAXES</b> <span style="float: right;">\$ 12,351,016</span>																						
<b>Description:</b> Current taxes refer to property taxes which are due and collected during the period of October 1, to September 30. Taxes are levied and 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.																							
<b>Assumption:</b> Current taxes have a net assessed value of \$1,737,140,685 with a rate per \$100 valuation of \$.804018. The budgeted collection rate is 98.5%.																							
<table border="1" style="display: none;"> <caption>Current Ad Valorem Taxes (Estimated)</caption> <thead> <tr> <th>Year</th> <th>Value</th> </tr> </thead> <tbody> <tr><td>2010</td><td>10,100,000</td></tr> <tr><td>2011</td><td>10,300,000</td></tr> <tr><td>2012</td><td>10,500,000</td></tr> <tr><td>2013</td><td>11,600,000</td></tr> <tr><td>2014</td><td>12,000,000</td></tr> <tr><td>2015</td><td>12,000,000</td></tr> <tr><td>2016</td><td>12,100,000</td></tr> <tr><td>2017</td><td>11,800,000</td></tr> <tr><td>2018</td><td>11,800,000</td></tr> <tr><td>2019</td><td>12,351,016</td></tr> </tbody> </table>		Year	Value	2010	10,100,000	2011	10,300,000	2012	10,500,000	2013	11,600,000	2014	12,000,000	2015	12,000,000	2016	12,100,000	2017	11,800,000	2018	11,800,000	2019	12,351,016
Year	Value																						
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2015	12,000,000																						
2016	12,100,000																						
2017	11,800,000																						
2018	11,800,000																						
2019	12,351,016																						
<b>0111-6102</b>	<b>DELINQUENT TAXES</b> <span style="float: right;">\$ 150,000</span>																						
<b>Description:</b> Delinquent taxes are those property taxes or ad valorem taxes that were due in prior years.																							
<b>Assumption:</b> 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 expected to remain steady.																							
<b>0111-6103</b>	<b>PENALTY AND INTEREST ON TAXES</b> <span style="float: right;">\$ 110,000</span>																						
<b>Description:</b> 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.																							
<b>Assumption:</b> 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 expected to remain steady.																							
<b>0111-6103</b>	<b>PENALTY AND INTEREST ON TAXES</b> <span style="float: right;">\$ 16,000</span>																						
<b>Description:</b> Property taxes on inventory paid by Motor Vehicle Dealers.																							
<b>Assumption:</b> This revenue is expected to remain steady.																							
<b>TOTAL PROPERTY TAXES</b> <span style="float: right;">\$ 12,627,016</span>																							

## NON-PROPERTY TAXES

0111-6110 CITY SALES TAX

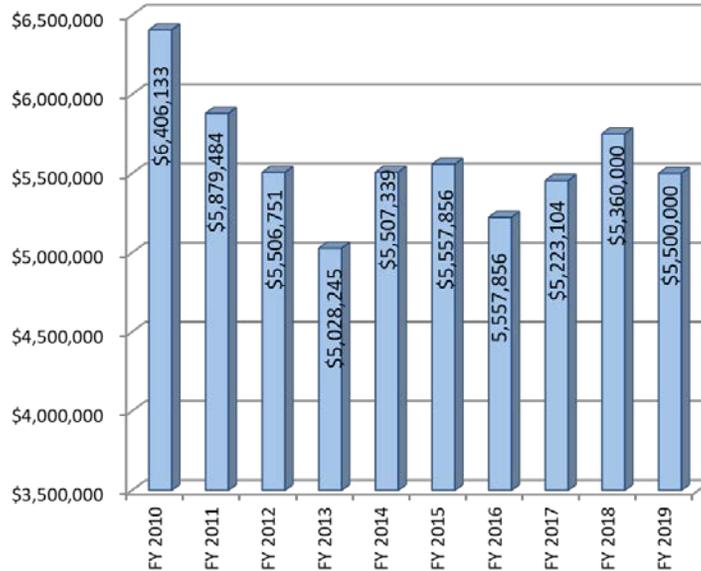
\$ 5,500,000

**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. On April 1, 2016, the City's sales tax rate increased to 2.0 cents as a result of the 4A Sales Tax that was passed in an election held November 3, 2015. The General Fund retains 1.0 of the 2.0 cents. The State rate is 6.25 cents for a total of 8.25 cents.

**Assumption:**

Trend information suggests that sales tax collections will increase. A slight increase has been budgeted in the General Fund after reductions for 380 Sales Tax Agreements.



0111-6121 BINGO FRANCHISE FEE

\$ 30,000

**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 projected to remain steady.

0111-6122 CABLE TV FRANCHISE FEE

\$ 243,000

**Description:**

The City collects a franchise fee from Charter Communications and Southwestern Bell 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 to increase by 5% to \$4,860,000 with the City receiving 5% of this amount.

## NON-PROPERTY TAXES (CONTINUED)

<b>0111-6123 ELECTRICAL FRANCHISE FEE</b>	<b>\$ 1,695,000</b>																						
<p><b>Description:</b> 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 expire December 31, 2024.</p> <p><b>Assumption:</b> Gross kwh sales of electricity are estimated and delivered to the City by Oncor Electric Delivery and United Cooperative Services. Collections are projected to decrease slightly during this fiscal year.</p>																							
<table border="1" style="margin: auto; border-collapse: collapse;"> <caption>Electrical Franchise Fee (Estimated)</caption> <thead> <tr> <th>Fiscal Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>FY 2010</td><td>1,520,000</td></tr> <tr><td>FY 2011</td><td>1,650,000</td></tr> <tr><td>FY 2012</td><td>1,720,000</td></tr> <tr><td>FY 2013</td><td>1,520,000</td></tr> <tr><td>FY 2014</td><td>1,600,000</td></tr> <tr><td>FY 2015</td><td>1,620,000</td></tr> <tr><td>FY 2016</td><td>1,680,000</td></tr> <tr><td>FY 2017</td><td>1,650,000</td></tr> <tr><td>FY 2018</td><td>1,720,000</td></tr> <tr><td>FY 2019</td><td>1,680,000</td></tr> </tbody> </table>		Fiscal Year	Amount	FY 2010	1,520,000	FY 2011	1,650,000	FY 2012	1,720,000	FY 2013	1,520,000	FY 2014	1,600,000	FY 2015	1,620,000	FY 2016	1,680,000	FY 2017	1,650,000	FY 2018	1,720,000	FY 2019	1,680,000
Fiscal Year	Amount																						
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FY 2018	1,720,000																						
FY 2019	1,680,000																						
<b>0111-6125 GAS FRANCHISE FEE</b>	<b>\$ 965,000</b>																						
<p><b>Description:</b> 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.</p> <p><b>Assumption:</b> Gross sales of gas are estimated at \$24,125,000 per Atmos with the City receiving 4% of this amount. This amount was budgeted to remain steady.</p>																							
<b>0111-6127 SANITATION FRANCHISE FEE</b>	<b>\$ 159,000</b>																						
<p><b>Description:</b> The City collects a franchise fee from any commercial sanitation hauler in the city limits.</p> <p><b>Assumption:</b> This amount is projected to increase slightly.</p>																							
<b>0111-6128 TELEPHONE FRANCHISE FEE</b>	<b>\$ 140,000</b>																						
<p><b>Description:</b> The city collects a franchise fee from all telecommunication providers that use City alleys and right-of-ways.</p> <p><b>Assumption:</b> The base fee was set at \$125,000 in 1998. Future collections are adjusted by an estimated growth rate and are projected to decrease slightly, due to the elimination of land lines.</p>																							
<b>0111-6140 MIXED DRINK TAX</b>	<b>\$ 45,000</b>																						
<p><b>Description:</b> 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.</p> <p><b>Assumption:</b> This year's estimate reflects sales estimated at \$384,000 with the City receiving a portion of the 6.7% mixed beverage tax and the 8.25% sales tax. Both are reported by the State under this category.</p>																							
<b>TOTAL NON-PROPERTY TAXES</b>	<b>\$ 8,777,000</b>																						

<b>LICENSE, FEES AND GRANTS (CONTINUED)</b>		
0113-6305	GARAGE SALE PERMITS	\$ 8,000
<b>Description:</b> Any person desiring to have a garage sale requires a garage sale permit.		
<b>Assumption:</b> This revenue is expected to decrease slightly.		
0113-6306	CONTRACTOR REGISTRATION FEE	\$ 36,000
<b>Description:</b> The annual registration fee for contractors is \$100.		
<b>Assumption:</b> Fees for contractor registration are projected to remain steady.		
0113-6308	BUILDING PERMITS	\$ 128,000
<b>Description:</b> 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.		
<b>Assumption:</b> Collections are expected to decrease 26% as compared to the FY 2018 estimate. The FY 2018 estimate includes the collection of building permits for large projects that will not be included in FY 2019 revenue.		
0113-6311	COMMUNITY DEVELOPMENT FEE	\$ 50,000
<b>Description:</b> Revenue received for community development is 2%-3% of the cost of development.		
<b>Assumption:</b> This estimate depends on the amount of development within the City and is expected to increase over prior year collections.		
0113-6318	ELECTRICAL INSPECTION PERMITS	\$ 27,000
<b>Description:</b> Electrical alterations or new construction require an electrical permit. Fees are based on square footage with a minimum fee of \$22.00.		
<b>Assumption:</b> Electrical inspection permits are expected to decrease from the FY 2018 estimate due to large projects included in FY 2018 revenue.		
0113-6329	HEALTH PERMITS	\$ 48,700
<b>Description:</b> Any person desiring to operate a food establishment requires a health permit. Annual permit fees depend on square footage of establishment. This is \$125.00 and up. Additional permits include mobile vendors, hotel/motels, and schools.		
<b>Assumption:</b> Health permits are projected to remain steady.		
0113-6349	MECHANICAL PERMITS	\$ 16,000
<b>Description:</b> 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.		
<b>Assumption:</b> Mechanical permits are expected to decrease from the FY 2018 estimate due to large projects included in FY 2018 revenue.		
0113-6362	PLUMBING & GAS PERMITS	\$ 25,000
<b>Description:</b> 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.		
<b>Assumption:</b> Plumbing and gas permits are expected to decrease from the FY 2018 estimate due to large projects included in FY 2018 revenue.		
0113-6397	ZONING FEES	\$ 24,000
<b>Description:</b> 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.		
<b>Assumption:</b> Collections are projected to increase slightly.		

**LICENSE, FEES AND GRANTS (CONTINUED)**

0113-6399	MISCELLANEOUS FEES	\$	11,800
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**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.

**TOTAL LICENSE & PERMITS**

\$ 374,500

**CHARGES FOR SERVICES**

0115-6501	ADMINISTRATIVE FEES	\$	109,077
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**Description:**

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

0115-6502	ADDITIONAL TRASH CARTS	\$	10,000
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**Description:**

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

0115-6503	EXTRA SANITATION PICK UP	\$	1,200
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**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	\$	56,000
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**Description:**

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

**Assumption:**

Revenues are expected to increase slightly.

0115-6505	GOLF COURSE RESTAURANT	\$	75,000
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**Description:**

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

**Assumption:**

Revenues are expected to decrease slightly.

## CHARGES FOR SERVICES (CONTINUED)

0115-6506	GOLF COURSE PRO SHOP	\$	65,000
<b>Description:</b>			
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.			
<b>Assumption:</b>			
Revenues are expected to decrease slightly.			
0115-6507	GOLF COURSE REVENUES	\$	508,000
<b>Description:</b>			
The municipal golf course opened in July 2009. There is an 18 hole course with driving range and practice greens.			
<b>Assumption:</b>			
Revenues are expected to remain steady.			
0115-6509	CEMETERY	\$	148,000
<b>Description:</b>			
Sale of cemetery lots and interment fees. Lots start at \$950 with a minimum interment fee of \$250.			
<b>Assumption:</b>			
Revenues are expected to remain steady.			
0115-6531	AMBULANCE	\$	950,000
<b>Description:</b>			
In April 2016, the Cleburne Fire Department began a fulltime emergency medical ambulance service.			
<b>Assumption:</b>			
Revenue is expected to remain steady.			
0115-6533	BTW GIFT SHOP	\$	2,500
<b>Description:</b>			
The Booker T. Washington meeting and recreation facility sells towels and snacks to patrons.			
<b>Assumption:</b>			
Revenue is expected to remain steady.			
0115-6534	BTW ADMISSIONS	\$	29,000
<b>Description:</b>			
The Booker T. Washington meeting and recreation facility charges admission for patrons to utilize the recreational and exercise facilities.			
<b>Assumption:</b>			
Revenues are expected to remain steady.			
0115-6535	BTW CLASSES/PROGRAMS	\$	250
<b>Description:</b>			
The Booker T. Washington meeting and recreation facility provides rooms and recreation areas available to rent for classes and programs.			
<b>Assumption:</b>			
Revenues are expected to remain steady.			

## CHARGES FOR SERVICES (CONTINUED)

<b>0115-6536 BTW RENTALS</b>	<b>\$ 6,500</b>
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**Description:**

The City 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 expected to remain steady.

<b>0115-6537 RENTAL - CIVIC CENTER</b>	<b>\$ 178,387</b>
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**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 halls.

**Assumption:**

Revenues are expected to increase 13%.

<b>0115-6539 RENTAL - OTHER</b>	<b>\$ 49,000</b>
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**Description:**

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

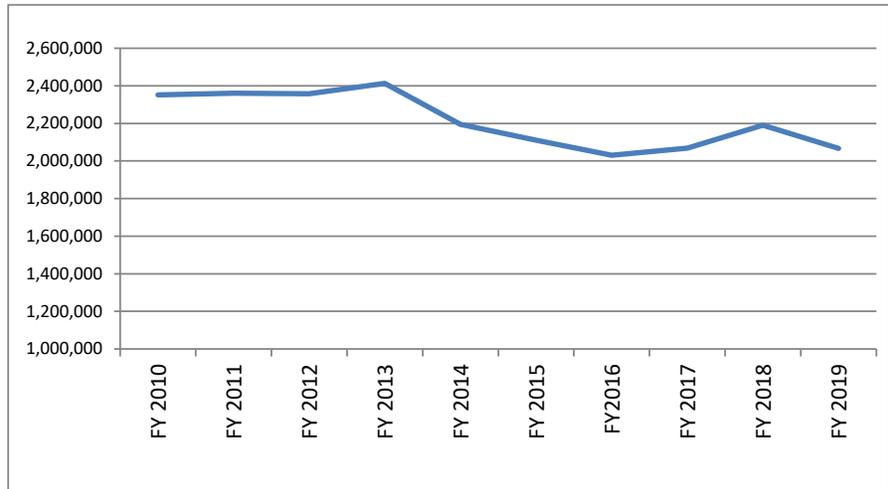
**Assumption:**

Rental fees are expected to decrease 21%.

<b>0115-6551 SANITATION COMMERCIAL COLLECTION</b>	<b>\$ 2,066,540</b>
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**Description:**

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



**Assumption:**

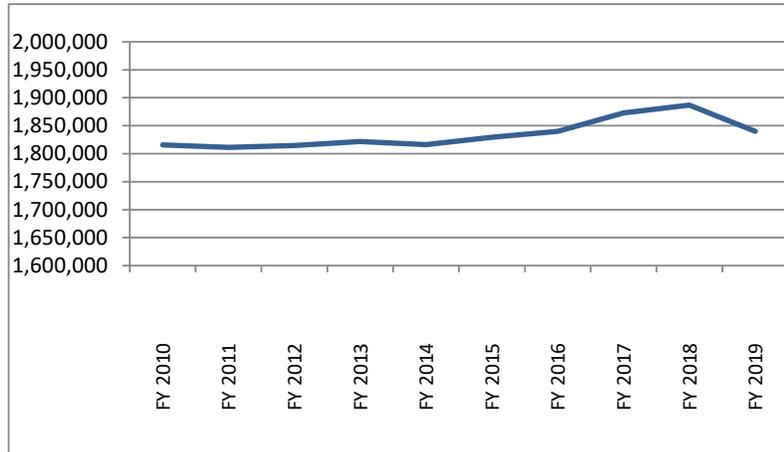
Sanitation Commercial Collection is expected to decrease 6%.

## CHARGES FOR SERVICES (CONTINUED)

<b>0115-6552 SANITATION RESIDENTIAL COLLECTION</b>	<b>\$ 1,840,000</b>
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**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 2%.

<b>0115-6556 TRANSFER STATION</b>	<b>\$ 805,000</b>
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**Description:**

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

**Assumption:**

This revenue is expected to decrease 3%.

<b>0115-6559 LANDFILL</b>	<b>\$ 50,000</b>
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**Description:**

Fees collected for landfill use.

**Assumption:**

Revenue is expected to remain steady.

<b>0115-6561 POOL ADMISSION</b>	<b>\$ 178,000</b>
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**Description:**

Revenue generated through the operations of our Aquatics Park.

**Assumption:**

Admissions are projected to increase slightly.

<b>0115-6562 POOL RENTALS</b>	<b>\$ 14,000</b>
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**Description:**

This revenue account tracks all rentals at the Aquatics Park.

**Assumption:**

Admissions are expected to increase slightly.

## CHARGES FOR SERVICES (CONTINUED)

0115-6563 POOL CONCESSION	\$	74,000
<b>Description:</b> This revenue account tracks the sale of food items at the Aquatics Water Park.		
<b>Assumption:</b> Concessions are projected to remain steady.		
0115-6564 POOL GIFTSHOP	\$	21,000
<b>Description:</b> This revenue account tracks the sale of gift items at the Aquatics Water Park.		
<b>Assumption:</b> Giftshop sales are projected to increase.		
0115-6565 POOL CLASSES & PROGRAMS	\$	23,000
<b>Description:</b> User fees are collected from pool classes and programs.		
<b>Assumption:</b> Collections are expected to remain steady.		
0115-6568 SPORTS COMPLEX FEES	\$	56,000
<b>Description:</b> User fees are collected from area sports organizations.		
<b>Assumption:</b> Collections are expected to increase 12%.		
0115-6598 CREDIT CARD FEE	\$	5,000
<b>Description:</b> A processing fee is collected from customers paying with a credit card.		
<b>Assumption:</b> Collections are expected to remain steady.		
0115-6599 OTHER MISCELLANEOUS SERVICES	\$	270,000
<b>Description:</b> Fees or charges for items which do not fall under a specific code.		
<b>TOTAL CHARGES FOR SERVICES</b>		\$ 7,590,454

## FINES

0115-6611 MUNICIPAL COURT FINES	\$	593,000																						
<table border="1" style="margin: 10px auto; border-collapse: collapse;"> <caption>Municipal Court Fines (Estimated)</caption> <thead> <tr> <th>Fiscal Year</th> <th>Amount (\$)</th> </tr> </thead> <tbody> <tr><td>FY 2010</td><td>780,000</td></tr> <tr><td>FY 2011</td><td>730,000</td></tr> <tr><td>FY 2012</td><td>600,000</td></tr> <tr><td>FY 2013</td><td>560,000</td></tr> <tr><td>FY 2014</td><td>680,000</td></tr> <tr><td>FY 2015</td><td>680,000</td></tr> <tr><td>FY 2016</td><td>710,000</td></tr> <tr><td>FY 2017</td><td>560,000</td></tr> <tr><td>FY 2018</td><td>590,000</td></tr> <tr><td>FY 2019</td><td>590,000</td></tr> </tbody> </table>			Fiscal Year	Amount (\$)	FY 2010	780,000	FY 2011	730,000	FY 2012	600,000	FY 2013	560,000	FY 2014	680,000	FY 2015	680,000	FY 2016	710,000	FY 2017	560,000	FY 2018	590,000	FY 2019	590,000
Fiscal Year	Amount (\$)																							
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FY 2017	560,000																							
FY 2018	590,000																							
FY 2019	590,000																							
The collection of fines for traffic & ordinance violations, Class C misdemeanors, and the forfeiture of bonds.																								
<b>Assumption:</b> Fines are expected to remain steady as compared to the FY 2018 estimate.																								

## FINES (CONTINUED)

0116-6647 LIBRARY FINES & FEES	\$	18,500
<b>Description:</b> The collection of fines for overdue or lost books. Cost of a fine is \$.10 per day, per book.		
<b>Assumption:</b> This revenue account is projected to remain steady.		
0116-6683 ANIMAL SHELTER	\$	19,500
<b>Description:</b> Animal shelter fees: \$25 initial pound fee, \$10 per day after if the animal has current rabies vaccination, \$15 per day if the animal does not have current rabies vaccination.		
<b>Assumption:</b> This revenue account is expected to remain steady.		
0116-6699 OTHER RESTITUTION	\$	500
<b>Description:</b> This account is used to account for revenue from fines not processed by municipal court.		
<b>Assumption:</b> Collections are expected to remain steady.		
<b>TOTAL FINES</b>	<b>\$</b>	<b>631,500</b>

## MISCELLANEOUS

0117-6735 INTEREST ON INVESTMENTS	\$	200,000
<b>Description:</b> 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).		
<b>Assumption:</b> Revenues are expected to decrease from the FY 2018 estimate.		
0114-64XX GRANTS	\$	35,038
<b>Description:</b> These grants are to reimburse general fund expenditures that cannot be moved to the grant fund.		
0119-6914 DISCOUNTS EARNED	\$	6,500
<b>Description:</b> This account is used for discounts earned for timely filing and payment of municipal court fines and sales tax		
<b>Assumption:</b> Revenues are expected to remain steady.		
0119-6946 LIEN RELEASE PAYMENT	\$	10,000
<b>Description:</b> Receipts from property owners for demolition, mowing, or other liens held.		
<b>Assumption:</b> This revenue account varies each year. This estimate is similar to previous years.		
0119-6999 OTHER - MISCELLANEOUS REVENUE	\$	33,000
<b>Description:</b> Revenue not accounted for in any of the categories above.		
<b>TOTAL MISCELLANEOUS</b>	<b>\$</b>	<b>284,538</b>
<b>USE OF AVAILABLE FUND BALANCE</b>	<b>\$</b>	<b>-</b>
<b>TOTAL USE OF AVAILABLE FUND BALANCE</b>	<b>\$</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>30,285,008</b>

**GENERAL FUND**  
**Revenue By Source**  
**FY 2019**

Source	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
<b><u>PROPERTY TAXES</u></b>						
<b>AD VALOREM TAXES - CURRENT</b>						
0111-6101 Current Taxes	\$ 12,102,115	\$ 11,795,299	\$ 11,837,293	\$ 11,695,842	\$ 11,780,000	\$ 12,351,016
0111-6102 Delinquent Taxes	165,492	125,000	166,118	150,000	155,000	150,000
0111-6103 Penalty & Interest on Taxes	127,904	110,000	113,499	110,000	120,000	110,000
0111-6107 Vehicle Inventory Overage	22,404	-	8,659	20,000	17,907	16,000
<b>Total Property Taxes</b>	<b>12,417,915</b>	<b>12,030,299</b>	<b>12,125,569</b>	<b>11,975,842</b>	<b>12,072,907</b>	<b>12,627,016</b>
<b><u>NON-PROPERTY TAXES</u></b>						
0111-6110 City Sales Tax	5,223,104	5,105,000	5,455,546	5,333,000	5,750,000	5,500,000
0111-6121 Bingo Franchise Tax	42,697	40,000	30,626	40,000	30,000	30,000
0111-6122 Cable TV Franchise Fee	241,351	244,857	243,785	230,000	242,000	243,000
0111-6123 Electrical Franchise Fee	1,685,282	1,675,000	1,674,446	1,683,375	1,740,169	1,695,000
0111-6125 Gas Franchise Fee	969,647	915,000	971,212	965,000	963,000	965,000
0111-6127 Sanitation Franchise Tax	151,959	150,000	159,413	153,000	157,000	159,000
0111-6128 Telephone Franchise Fee	151,166	124,740	146,378	143,000	141,000	140,000
0111-6140 Mixed Beverage Tax	45,314	47,000	43,128	48,000	45,000	45,000
<b>Total Non-Property Taxes</b>	<b>8,510,520</b>	<b>8,301,597</b>	<b>8,724,534</b>	<b>8,595,375</b>	<b>9,068,169</b>	<b>8,777,000</b>
<b><u>LICENSES, PERMITS &amp; GRANTS</u></b>						
0113-6305 Garage Sale Permits	11,843	12,000	10,710	11,000	8,000	8,000
0113-6306 Contractor Registration Fees	39,730	41,000	39,300	41,000	36,000	36,000
0113-6308 Building Permits	120,516	131,000	115,018	122,000	175,000	128,000
0113-6311 Community Development Permits	2,441	30,000	49,382	30,000	1,000	50,000
0113-6318 Electrical Inspection Permits	27,554	26,000	22,736	28,000	33,000	27,000
0113-6329 Health Permits	44,010	47,000	47,780	140,950	52,000	48,700
0113-6349 Mechanical Permits	16,899	13,000	14,350	17,000	33,000	16,000
0113-6351 Moving Permits	260	-	100	-	-	-
0113-6362 Plumbing & Gas Permits	26,951	25,000	20,889	26,000	33,000	25,000
0113-6397 Zoning Permits	12,822	15,000	16,113	17,000	23,000	24,000
0113-6399 Miscellaneous Licenses & Permits	17,337	14,000	16,261	15,000	15,000	11,800
<b>Total Licenses, Permits &amp; Grants</b>	<b>320,363</b>	<b>354,000</b>	<b>352,639</b>	<b>447,950</b>	<b>409,000</b>	<b>374,500</b>
<b><u>CHARGES FOR SERVICE</u></b>						
0115-6501 Administrative Fees	149,412	128,135	115,263	131,271	151,954	109,077
0115-6502 Additional Trash Carts	9,187	8,000	13,281	8,000	10,000	10,000
0115-6503 Extra Sanitation Pick Up	1,075	1,000	1,800	1,200	1,200	1,200
0115-6504 Golf Alcohol Sales	52,136	52,000	59,252	52,000	54,000	56,000
0115-6505 Golf Restaurant	88,943	75,000	77,004	75,000	80,000	75,000
0115-6506 Golf Course Pro Shop	71,331	65,000	82,583	65,000	68,000	65,000
0115-6507 Golf Course Revenues	501,673	508,303	470,510	508,000	508,000	508,000
0115-6509 Cemetery	144,119	140,000	152,363	144,000	150,000	148,000
0115-6531 Ambulance	640,171	1,016,500	638,873	1,220,175	950,000	950,000
0115-6533 BTW Gift Shop	4,653	2,600	5,606	3,100	2,500	2,500
0115-6534 BTW Admissions	28,361	23,000	29,643	26,000	29,000	29,000
0115-6535 BTW Classes/Programs	1,858	500	353	500	250	250
0115-6536 BTW Rentals	5,357	4,000	5,102	4,400	10,000	6,500

# GENERAL FUND

## Revenue By Source

FY 2019

Source	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
<b><u>CHARGES FOR SERVICE (CONTINUED)</u></b>						
0115-6537 Rental - Civic Center	134,973	125,000	151,498	140,000	158,000	178,387
0115-6539 Rental - Other	55,399	60,000	70,475	55,000	62,000	49,000
0115-6551 Sani. - Commercial Collection	2,030,630	2,008,000	2,069,225	2,030,000	2,190,552	2,066,540
0115-6552 Sani. - Residential Collection	1,839,961	1,820,000	1,873,124	1,840,000	1,886,898	1,840,000
0115-6556 Transfer Station	616,255	576,000	717,600	705,000	832,956	805,000
0115-6559 Landfill	50,000	50,000	50,000	50,000	50,000	50,000
0115-6561 Pool Admission	168,129	210,000	188,636	171,000	176,000	178,000
0115-6562 Pool Rentals	13,725	20,000	18,100	13,000	11,000	14,000
0115-6563 Pool Concession	73,518	80,000	73,187	73,500	74,000	74,000
0115-6564 Pool Gift Shop	22,367	22,000	18,762	22,000	12,000	21,000
0115-6565 Pool Classes & Programs	24,925	22,000	26,092	22,500	22,500	23,000
0115-6568 Sports Complex Fees	60,045	68,000	48,755	62,000	50,000	56,000
0115-6598 Credit Card Fee	-	-	-	-	5,000	5,000
0115-6599 Other Services	175,766	171,000	180,508	173,000	173,000	270,000
<b>Total Charges for Service</b>	<b>6,963,969</b>	<b>7,256,038</b>	<b>7,137,595</b>	<b>7,595,646</b>	<b>7,718,810</b>	<b>7,590,454</b>
<b><u>FINES AND FORFEITURES</u></b>						
0116-6611 Municipal Court Fines	705,931	670,000	557,223	575,000	593,000	593,000
0116-6647 Library Fines & Fees	17,214	18,000	18,350	18,000	18,500	18,500
0116-6683 Animal Shelter	22,587	34,000	17,564	17,000	19,500	19,500
0116-6699 Other Restitution	3,642	5,000	1,358	3,000	400	500
<b>Total Fines</b>	<b>749,374</b>	<b>727,000</b>	<b>594,495</b>	<b>613,000</b>	<b>631,400</b>	<b>631,500</b>
<b><u>MISCELLANEOUS</u></b>						
0117-6735 Interest - Investments	64,828	35,000	130,642	110,000	258,000	200,000
0119-6914 Discounts Earned	20,127	25,835	23,206	25,000	6,500	6,500
0119-6946 Lien Release or Payment	21,690	10,000	30,515	10,000	35,066	10,000
0119-6967 Receipts, Short/ (Long)	(420)	-	6	-	-	-
0119-6999 Other - Misc. Revenue	20,671	19,000	62,322	34,000	34,000	33,000
0114-64XX Grants	88,526	35,038	35,980	35,038	214,148	35,038
<b>Total Miscellaneous</b>	<b>215,422</b>	<b>124,873</b>	<b>282,671</b>	<b>214,038</b>	<b>547,714</b>	<b>284,538</b>
<b><u>Sale of Assets</u></b>						
Sale of Assets	10,234	45,010	58,245	-	37,571	-
<b><u>Use of Available Fund Balance</u></b>						
Use of Available Fund Balance	-	200,000	-	50,246	-	-
<b>TOTAL REVENUES</b>	<b>\$ 29,187,797</b>	<b>\$ 29,038,817</b>	<b>\$ 29,275,748</b>	<b>\$ 29,492,097</b>	<b>\$ 30,485,571</b>	<b>\$ 30,285,008</b>

# ESTIMATED AD VALOREM TAX

## REVENUE AND DISTRIBUTION

FY 2019

1¢ equals \$ 173,714

2018 TAX ROLL	Tax Rate .804018
Real Estate Values	\$ 481,919,540
Improvement Values	1,681,553,571
Personal Property Values	604,390,544
Total Appraised Values (100%)	2,767,863,655
Less: Over 65 Homestead Exemptions (\$6,000/ea.)	13,363,159
Homestead Cap Loss - (Maximum 10% per year)	20,442,881
Disabled American Veterans Exemptions - % Percent Disability w/State	8,109,911
Total Exempt Property (Cities & Churches)	446,347,511
General Homestead (\$5,000 or 10% of value, but not less than \$5,000)	69,966,926
Tax Abatements	77,678,145
Pollution Control	16,823,622
Solar Wind Power	46,973
Agricultural Productivity Loss	44,966,656
Taxable Frozen	259,397,629
Protested Property	30,104,609
Total Exempt Proration	0
Total Exemptions	987,248,022
Tax Increment Financing Zone #1	18,814,116
Tax Increment Financing Zone #2	12,269,172
Tax Increment Financing Zone #3	12,391,660
Net Non -TIF Assessed Value	1,737,140,685
Rate Per \$100 Valuation	0.804018
Subtotal	13,966,924
Plus Frozen Taxes	1,550,776
Total Levy Taxes	15,517,700
Percent of Collection	98.50%
Estimated General Fund Current Tax Collections	15,284,935
Estimated Delinquent Tax Collections	170,000
Estimated Total Tax Collections	\$ 15,454,935

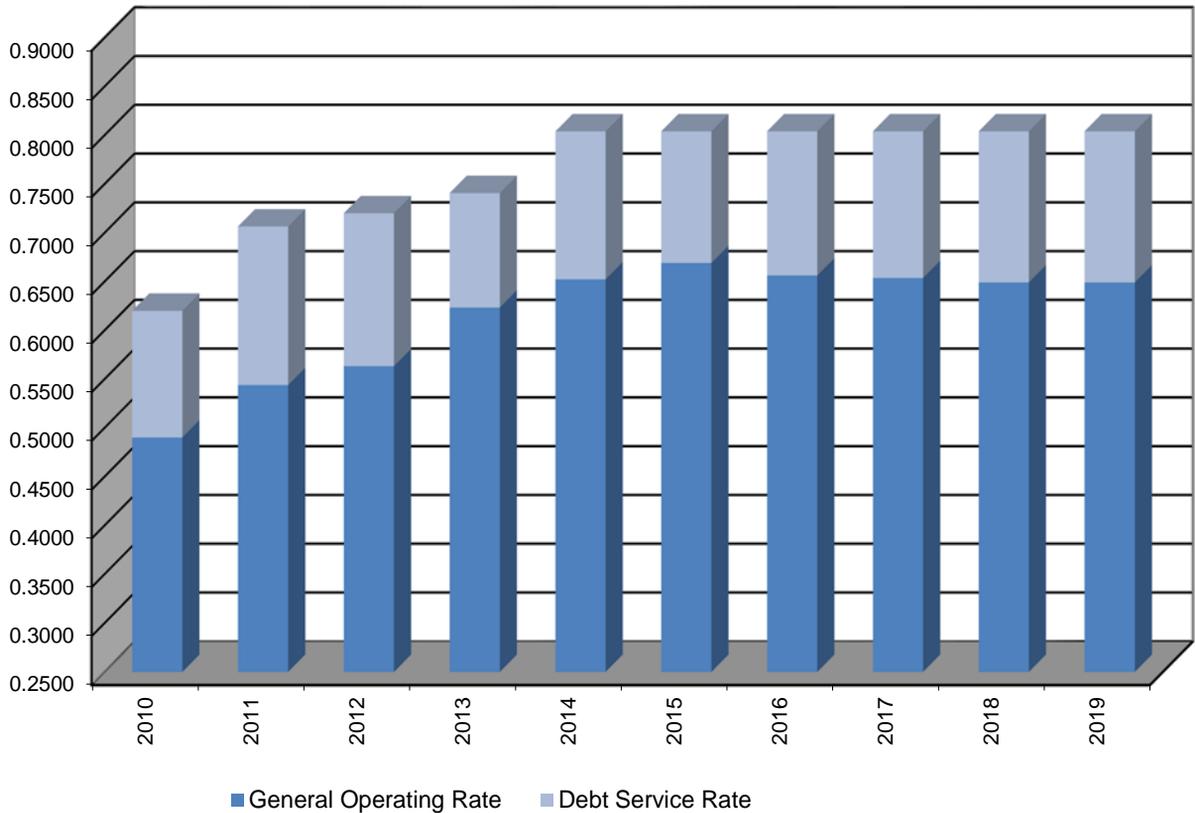
PROPOSED DISTRIBUTION			
<u>GENERAL FUND</u>	<u>Rate</u>	<u>% of Total</u>	
Current Tax			\$ 12,407,401
Delinquent Tax			150,000
Total General Fund	0.652654	81.17%	12,557,401
<u>GENERAL DEBT SERVICE FUND</u>			
Current Tax			2,877,534
Delinquent Tax			20,000
Total General Debt Service	0.151364	18.83%	2,897,534
<u>TOTAL GENERAL &amp; GENERAL DEBT SERVICE</u>	0.804018	100.00%	\$ 15,454,935

TAX INCREMENT FINANCING COLLECTIONS			
	Valuation		Collections
Tax Increment Financing #1	18,814,116	\$	151,269
Tax Increment Financing #2	12,269,172	\$	98,646
Tax Increment Financing #3	12,391,660	\$	99,631

# Ad Valorem Tax

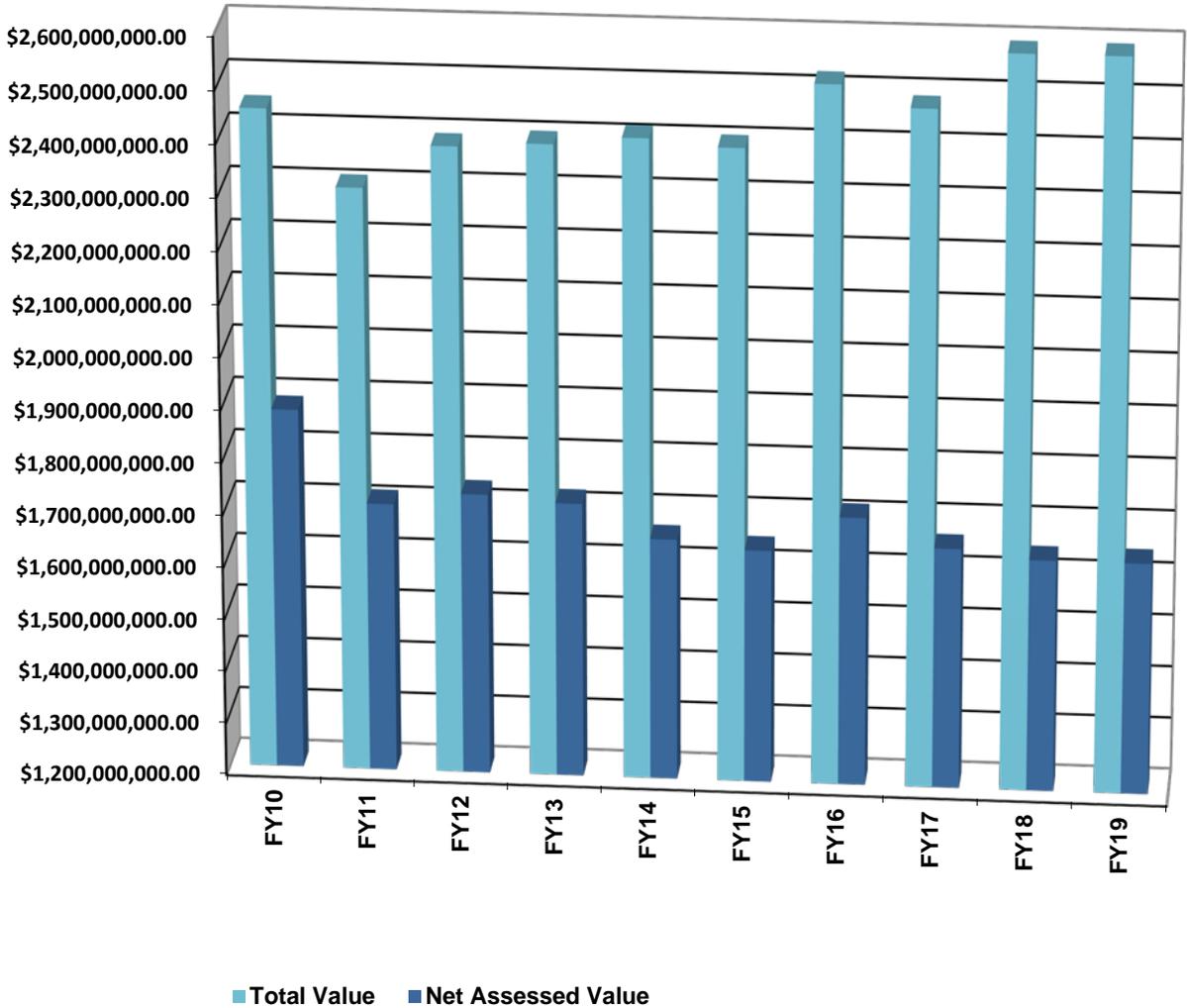
## Tax Rate Per \$100 Valuation

### General Operating & Debt Service Rate



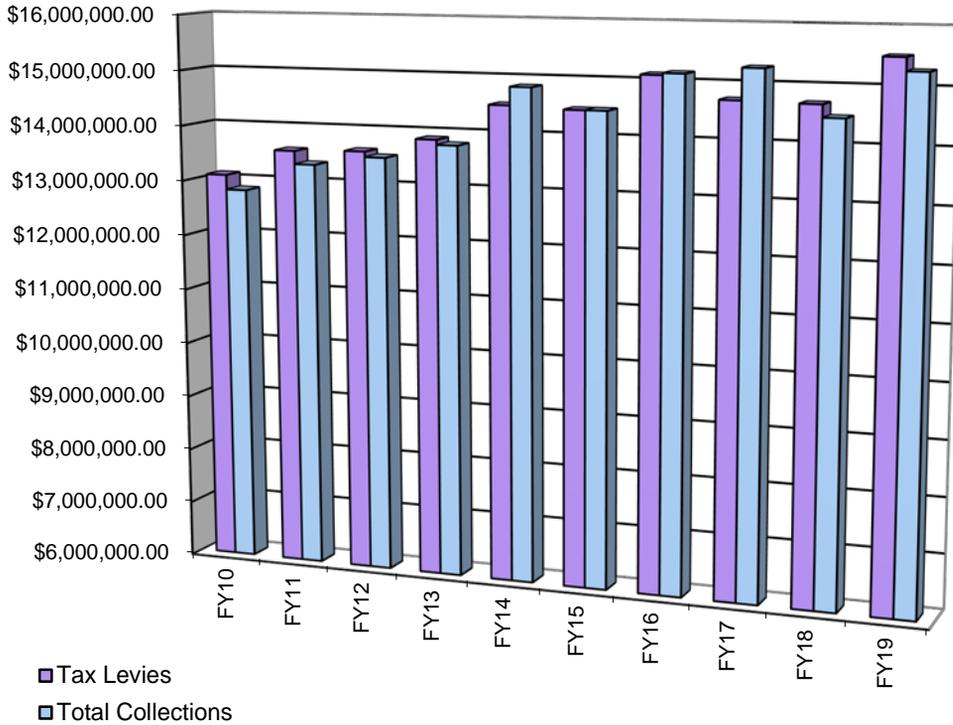
Year	Debt Service Rate	General Operating Rate	Tax Rate
2010	0.129872	0.490128	0.620000
2011	0.162556	0.543890	0.706446
2012	0.156656	0.563334	0.719990
2013	0.117422	0.623321	0.740743
2014	0.151710	0.652308	0.804018
2015	0.135006	0.669012	0.804018
2016	0.147800	0.656218	0.804018
2017	0.150362	0.653656	0.804018
2018	0.154880	0.649138	0.804018
2019	0.151364	0.652654	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
FY 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
FY 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	0.620000
FY 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	0.706446
FY 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	0.719990
FY 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	0.740743
FY 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
FY 2016	\$ 1,888,173,274	638,040,098	2,526,213,372	(770,995,664)	(40,065,136)	\$ 1,715,152,572	-1.3%	0.774420	0.804018
FY 2017	\$ 1,891,877,852	594,299,814	2,486,177,666	(784,184,044)	(40,136,664)	\$ 1,661,856,958	-3.1%	0.827837	0.804018
FY 2018	\$ 2,044,356,497	547,936,611	2,592,293,108	(900,233,289)	(47,025,696)	\$ 1,645,034,123	-1.0%	0.805158	0.804018
FY 2019	\$ 2,163,473,111	604,390,544	2,767,863,655	(987,248,021)	(43,474,948)	\$ 1,737,140,686	5.6%	0.781899	0.804018

## Property Tax Levies & Collections Ten Year Period



2010 - 2019

Fiscal Year	Total Tax Levy	Total Tax Collections	Percent of Tax Collections
FY 2010	13,094,277	12,830,437	97.99%
FY 2011	13,581,221	13,345,628	98.27%
FY 2012	13,619,920	13,523,242	99.29%
FY 2013	13,880,000	13,788,948	99.30%
FY 2014	14,524,098	14,847,078	100.00%
FY 2015	14,481,356	14,483,427	100.00%
FY 2016	15,118,162	15,151,978	100.00%
FY 2017	14,729,542	15,277,210	100.00%
FY 2018	14,706,997	14,486,392	98.50%
FY 2019	15,517,700	15,284,935	98.50%

FY 2019 Total Current Tax Collections	
Approved Fund Distribution	
General Fund	\$12,328,983
Debt Service	\$2,955,953
<b>Total</b>	<b>\$15,284,935</b>

# GENERAL FUND

## Expenditures By Department

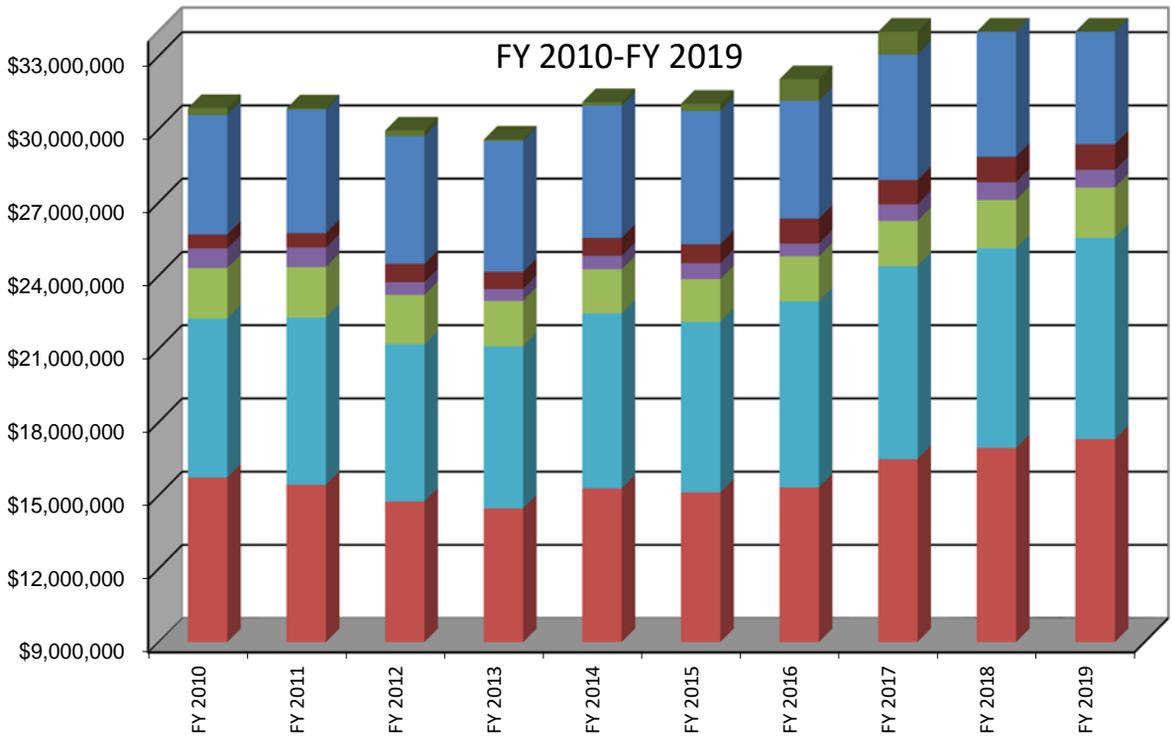
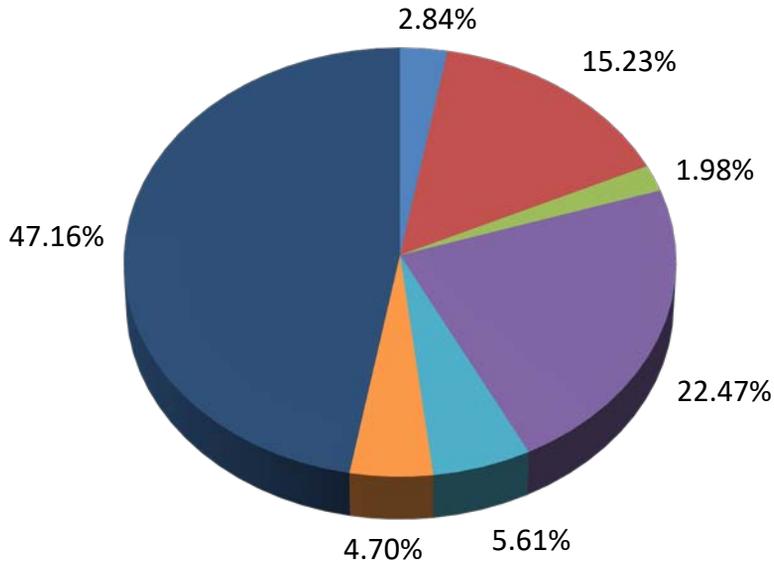
FY 2019

		AMENDED		AMENDED	ESTIMATE	BUDGET
	ACTUAL	BUDGET	ACTUAL	BUDGET	FY 2018	BUDGET
	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019
<b><u>GENERAL GOVERNMENT</u></b>						
0131 City Council	\$ 22,095	\$ 43,595	\$ 26,295	\$ 43,850	\$ 28,760	\$ 43,001
0132 City Manager	214,800	291,204	277,396	499,008	447,115	532,139
0133 City Attorney	176,386	254,653	247,410	190,500	238,000	208,005
0134 City Secretary	511,757	529,950	466,221	526,377	529,240	558,769
0135 Finance	704,270	701,778	623,795	722,118	709,796	734,422
0136 Human Resources	483,843	604,988	506,655	607,272	557,480	607,683
0137 Municipal Court	279,549	319,593	277,497	327,201	318,567	353,125
0138 Information Technology	1,323,421	804,806	752,442	956,600	953,391	1,127,768
0139 Non-Departmental	1,916,714	2,293,272	1,983,553	1,603,819	1,643,601	1,519,682
0140 Economic Development	88,809	206,542	168,225	311,339	218,930	389,065
<b>Total General Government</b>	<b>5,721,644</b>	<b>6,050,383</b>	<b>5,329,490</b>	<b>5,788,084</b>	<b>5,644,879</b>	<b>6,073,659</b>
<b><u>PUBLIC SAFETY</u></b>						
0141 Police Services	7,403,329	7,672,383	7,317,326	7,936,481	7,648,074	8,209,441
0142 Code Compliance	-	-	-	-	-	175,753
0143 Animal Services	377,048	414,601	388,875	409,560	395,199	401,002
0146 Ambulance Services	189,893	914,377	775,111	288,978	258,936	277,827
0147 Fire Services	6,654,572	7,046,775	6,684,858	7,858,427	7,619,092	7,889,260
0148 Health	405,543	407,537	374,240	546,411	435,994	307,074
<b>Total Public Safety</b>	<b>15,030,385</b>	<b>16,455,674</b>	<b>15,540,410</b>	<b>17,039,856</b>	<b>16,357,296</b>	<b>17,260,357</b>
<b><u>PUBLIC SERVICE</u></b>						
0150 Washington Rec Center	232,560	263,802	219,390	254,579	232,833	243,279
0152 Cemetery	272,585	282,954	264,300	304,643	292,360	334,604
0153 Parks and Recreation	1,111,939	1,013,869	938,924	888,016	832,672	1,135,658
0155 Municipal Golf	1,063,913	1,193,002	1,159,957	1,186,443	1,159,163	1,237,605
0156 Municipal Swimming Pools	694,415	826,395	724,550	813,853	779,557	812,607
0157 Sports Complex	552,395	567,528	482,020	538,998	494,678	564,863
0161 Building Maintenance	516,423	589,102	461,423	581,539	516,300	634,348
0162 Civic Center	377,325	492,972	465,524	404,675	415,146	429,540
0163 Library	514,882	591,571	573,194	602,700	607,421	636,299
0165 Museum	188,591	195,245	194,233	200,647	192,039	278,706
0167 Railroad Museum	28,237	30,810	28,420	30,999	36,464	60,784
<b>Total Public Service</b>	<b>5,553,265</b>	<b>6,047,250</b>	<b>5,511,936</b>	<b>5,807,092</b>	<b>5,558,632</b>	<b>6,368,291</b>
<b><u>PUBLIC WORKS</u></b>						
0171 Public Works	173,027	161,772	99,880	201,446	204,929	168,844
0172 Engineering	304,011	430,311	402,316	251,028	225,924	340,428
0174 Planning & Zoning	49,815	164,263	132,414	253,310	245,753	295,166
0176 Inspections	370,394	403,359	369,493	467,311	459,670	472,900
0177 Gas Well Admin	296,770	320,381	237,903	270,737	262,045	286,001
0178 Fleet Maintenance	349,392	372,628	361,750	414,356	407,199	397,397
0179 Street Maintenance	1,051,090	1,625,255	1,433,345	1,528,977	1,451,514	1,622,712
<b>Total Public Works</b>	<b>2,594,499</b>	<b>3,477,968</b>	<b>3,037,102</b>	<b>3,387,165</b>	<b>3,257,033</b>	<b>3,583,451</b>
<b><u>SANITATION</u></b>						
0191 Refuse Collection	3,153,492	3,299,208	3,291,834	3,345,080	3,322,238	3,418,702
<b>Total Sanitation</b>	<b>3,153,492</b>	<b>3,299,208</b>	<b>3,291,834</b>	<b>3,345,080</b>	<b>3,322,238</b>	<b>3,418,702</b>
<b>TOTAL</b>	<b>\$ 32,053,284</b>	<b>\$ 35,330,483</b>	<b>\$ 32,710,771</b>	<b>\$ 35,367,277</b>	<b>\$ 34,140,078</b>	<b>\$ 36,704,458</b>

# General Fund Expenditures

FY 2019

\$36,704,458



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

See General Fund – Summary of Receipts & Disbursements for related data.  
 FY 2018 data represents estimated amounts, and FY 2019 data is budgeted amounts.

# Department Detail



# CITY COUNCIL SUMMARY

Department number – 0131  
General Government

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## WHY DO WE EXIST?

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.

## WHAT DO WE DO?

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, as needed.

## ONGOING GOALS & OBJECTIVES

- To provide responsive, efficient, effective and transparent government
- To promote fiscal responsibility
- To provide exceptional customer service
- To provide for the health and safety of the general public
- Continue process of review and revision to Code of Ordinances

## PERFORMANCE MEASURES

Measures	Actual	Estimate	Target
	2017	2018	2019
City Council meetings/workshops	35	36	36
Ordinances/resolutions considered	191	271	285

## LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	-	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-	-
SUPPLIES AND MATERIALS	1,193	1,468	4,015	2,320	3,650	-	3,650
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	941	990	950	950	-	950
CONTRACTURAL AND MISC SERVICES	20,902	23,887	38,845	25,490	38,401	-	38,401
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-31</b>	<b>\$ 22,095</b>	<b>\$ 26,295</b>	<b>\$ 43,850</b>	<b>\$ 28,760</b>	<b>\$ 43,001</b>	<b>\$ -</b>	<b>\$ 43,001</b>

# CITY MANAGER SUMMARY

Department Number - 0132  
General Government

## WHY DO WE EXIST?

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

## WHAT DO WE DO?

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, Deputy City Manager, Senior Assistant to the City Manager, Communications Manager and Executive Secretary. The City Manager’s staff serves as the primary information conduit between the Mayor, City Council, City staff, the residents, businesses and visitors of the community.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Develop and present a balanced, responsible budget for 2018 fiscal year	100%	08/18
Administer The Depot lease and oversee facility warranty items and upkeep	Ongoing	N/A
Identify private development opportunities to bring jobs, entertainment and retail investments to the community	Ongoing	N/A
Review and update communication policy	100%	10/17
Review and update personnel policy	60%	Goal FY 2019
Implement and manage strategic planning for the City Council and all departments	Ongoing	N/A
Communicate general updates to City Council and monthly departmental statistics	Ongoing	N/A
Publish the annual “State of The City” document	100%	01/18

**OTHER ACCOMPLISHMENTS FY 2018**

- Held quarterly communications meetings with supervisors.
- Held quarterly communications meeting with staff representatives.
- Initiated review and revisions to property maintenance codes in conjunction with various departments and citizenry.
- Developed and published the first “State of the City” document.
- Restructured various departments to enhance efficiencies and promote succession planning.

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

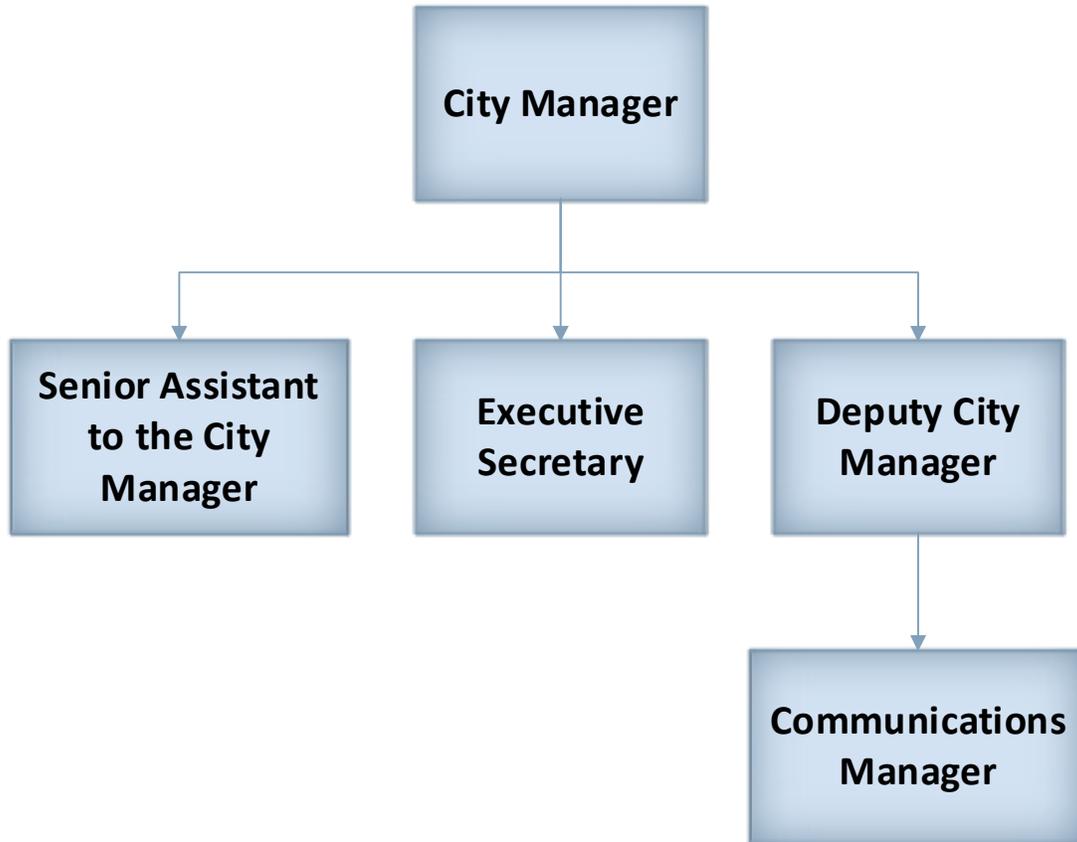
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Planning & Growth Management	Residential Redevelopment Program	20% of progress	Ongoing
Planning & Growth Management	City-wide Fee Study	5% of progress	05/2019
Planning & Growth Management	Monthly Departmental Reports	50% of progress	01/2019

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Council meetings	24	24	24
Director’s meetings	24	50	50
Planning workshops	4	4	4
Budget workshops	6	4	4
Communiqués (staff)	6	16	24
Employee communications committee lunches	0	6	8

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
CITY MANAGER	N/A	0.5	0.5	0.5
DEPUTY CITY MANAGER	N/A	0.5	0.5	0.5
SENIOR ASSISTANT TO THE CITY MANAGER	24	0	0.5	0.5
COMMUNICATIONS MANAGER	23	0	1	1
EXECUTIVE SECRETARY	17	1	1	1
<b>TOTAL</b>		<b>2.0</b>	<b>3.5</b>	<b>3.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL REQUESTS FY 2019</b>	<b>BUDGET REQUESTS FY 2019</b>
SALARIES AND WAGES	172,638	205,492	312,636	305,859	336,106	-	337,700
BENEFITS	30,059	60,568	134,647	107,040	135,913	-	136,246
SUPPLIES AND MATERIALS	2,104	1,878	1,900	1,823	2,175	-	2,175
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	9,000	9,000	16,245	-	16,245
CONTRACTURAL AND MISC SERVICES	9,998	9,458	40,825	23,392	39,773	-	39,773
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-32</b>	<b>\$ 214,800</b>	<b>\$ 277,396</b>	<b>\$ 499,008</b>	<b>\$ 447,115</b>	<b>\$ 530,212</b>	<b>\$ -</b>	<b>\$ 532,139</b>

# CITY ATTORNEY SUMMARY

Department Number - 0133

General Government

## WHY DO WE EXIST?

The City contracts for legal services. This department accounts for the City's legal expenditures.

## WHAT DO WE DO?

The contracted attorneys provide the City Council, Boards and Commissions and City Staff legal guidance and assistance, including 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.

## ONGOING GOALS & OBJECTIVES

- Keep Council and Staff advised on legislative changes.
- Prepare legal documents in a timely manner.
- Assist in developing programs to achieve effective enforcement of ordinances.
- Aid staff in State and Federal legislation compliance.
- Maintain a long-range outlook and provide Council with recommendations for the future.

## LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	-	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-	-	-
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-	-	-
CONTRACTUAL AND MISC SERVICES	176,386	247,410	190,500	238,000	208,005	-	208,005
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-33</b>	<b>\$ 176,386</b>	<b>\$ 247,410</b>	<b>\$ 190,500</b>	<b>\$ 238,000</b>	<b>\$ 208,005</b>	<b>\$ -</b>	<b>\$ 208,005</b>

# CITY SECRETARY SUMMARY

Department Number - 0134

General Government

## WHY DO WE EXIST?

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.

## WHAT DO WE DO?

As Records Manager, 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, as well as Cleburne Independent School District elections. Other duties include: Board and Commission appointment process, alcohol permits, lien collections, council legislation, staff support and guidance during Code of Ordinances review processes, and serves as the official filing authority for the City.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Develop in-house training opportunities for staff and Council, to include: Records Management and Open Meetings	In Process	Continual
Work with STARS Customer Service Committee in development of Phase 2 of the initiative	Complete	09/2018
Installation of multi-media podium in the City Council Chambers to enhance presentations	Postponed	09/2020
Complete review of all administrative chapters of the City Code of Ordinances and present recommendations for consideration by the City Council	In Process	09/2019
Continue to expand use of Laserfiche records imaging and archiving system throughout City Departments, including employee training	In Process	09/2019

Continue to improve transparency by video recording of City boards and commissions, providing access on the City's cable channel and website	In Process	09/2019
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OTHER ACCOMPLISHMENTS FY 2018

- Conducted two successful document destruction events.
- Developed records management training and held multiple training sessions.
- Began implementation of records inventories for each department.
- Reviewed and restructured STARS 101 handbook and training.
- Developed STARS 102 training and began implementation.
- Conducted General Elections for City and CISD.
- One employee completed Texas Municipal Clerks Certification.
- Two employees completed Texas Municipal Clerks Re-Certifications.

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Information Sharing/Community Involvement	Develop in-house records management training opportunities	60% OF PROGRESS	100%
Information Sharing/Community Involvement	Implement STARS 102 training	0% OF PROGRESS	100%
Information Sharing/Community Involvement	Work with individual departments to inventory records	30% OF PROGRESS	75%
Information Sharing/Community Involvement	Develop and implement Laserfiche training	15% OF PROGRESS	75%
Planning and Growth Management	Complete review of all administrative chapters of the City Code of Ordinances and present recommendations for	50% OF PROGRESS	100%

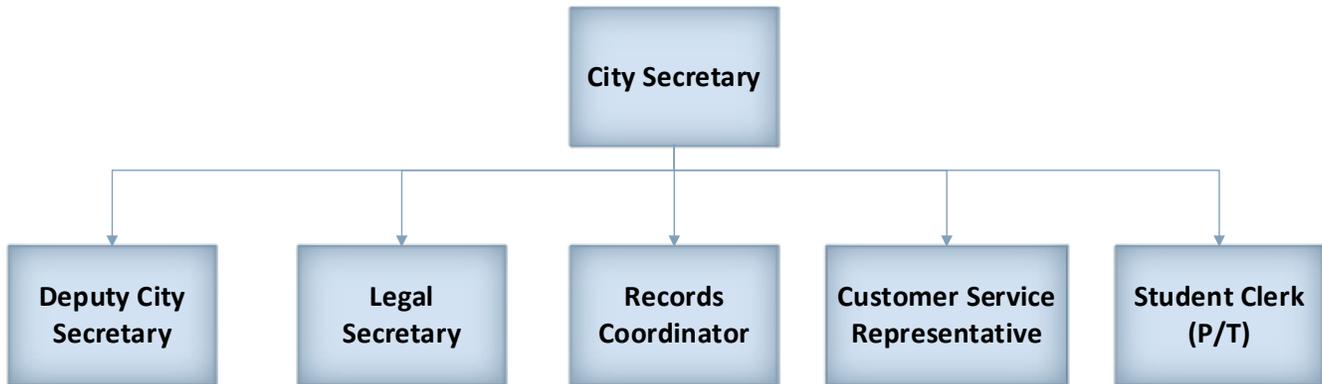
	consideration by City Council		
Planning and Growth Management	Continue to expand use of Laserfiche records imaging and archiving system throughout departments	10% OF PROGRESS	30%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual</b>	<b>Estimate</b>	<b>Target</b>
	<b>2017</b>	<b>2018</b>	<b>2019</b>
City Council Agendas Prepared/Meetings Attended	35	36	36
4B Economic Development Board and Railroad Museum Advisory Committee agendas prepared/meetings attended	11	9	9
Public recognitions, plaques, certificates, proclamations	35	37	40
Resolutions and Ordinances prepared for Council consideration	191	271	285
Penalty ordinances approved and published	56	70	80
Ordinances amending Code and codified	19	19	20
Alcoholic beverage permit applications processed	35	37	40
Official documents scanned and indexed	6,759	7,000	7,500
Elections conducted	0	1	1
Public information requests processed	1,023	1,000	1,000
Property liens/releases processed	175	175	185
Bankruptcy claims filed	2	2	2

## PERSONNEL SCHEDULE

FULL TIME		PAY GRADE	2017	2018	2019
CITY SECRETARY		N/A	1	1	1
DEPUTY CITY SECRETARY		20	1	1	1
RECORDS COORDINATOR		14	1	1	1
LEGAL SECRETARY		14	1	1	1
CUSTOMER SERVICE REP		14	0	1	1
CLERK		11	1	0	0
TOTAL			5	5	5
PART TIME		PAY GRADE			
STUDENT CLERK		N/A	1	1	1
TOTAL			1	1	1



## LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	290,824	293,461	303,744	303,774	311,810	-	311,810
BENEFITS	139,582	119,000	121,255	140,383	146,715	-	146,715
SUPPLIES AND MATERIALS	2,618	2,416	2,762	2,824	2,739	-	2,739
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	15,566	14,473	14,950	14,823	14,600	-	14,600
CONTRACTURAL AND MISC SERVICES	63,167	36,871	83,666	67,435	82,905	-	82,905
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-34</b>	<b>\$ 511,757</b>	<b>\$ 466,221</b>	<b>\$ 526,377</b>	<b>\$ 529,240</b>	<b>\$ 558,769</b>	<b>\$ -</b>	<b>\$ 558,769</b>

# FINANCE

Department Number - 0135  
General Government

## WHY DO WE EXIST?

Finance provides good stewardship of public resources and assets through sound financial management practices to ensure fiscal responsibility and sustainability.

## WHAT DO WE DO?

The Finance Department is responsible for preparing and reporting financial statements, recording accounting transactions in accordance with General Accepted Accounting Standards, maintaining the City's bond rating on all outstanding debt, facilitating an annual financial audit, preparing and monitoring the City's annual budget, preparation of the annual budget document, processing of accounts payable and payroll, maintaining the fixed assets of the City, and responsible for all banking, investing, and financing functions for the City.

### CURRENT BUDGET YEAR (FY 2018) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2018
Aesthetic Enhancements/Quality of Life Programs	Upgrade Incode Financial System to Version 9	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Assist Human Resources with the implementation of Kronos	% OF PROGRESS	100%
Information Sharing/Community Involvement	Receive Distinguished Budget Presentation Award	RECEIPT OF AWARD	Yes
Information Sharing/Community Involvement	Receive Certificate of Achievement for Excellence in Financial Reporting	RECEIPT OF AWARD	Yes
Aesthetic Enhancements/Quality of Life Programs	Add City Secretary and HUD departments to Cash Collections	% OF PROGRESS	100%

OTHER ACCOMPLISHMENTS FY 2018

- Held Yooz Accounts payable invoice entry training for all department invoice enters and approvers.
- Reduced month end closing time to 10 working days.
- Added new interlocal and cooperative purchasing contracts.
- Implemented credit card convenience fee to recover a portion of credit card fees.
- Implemented new departmental budget request process.
- Implement Incode Accounts Receivable module
- Received no significant SAS 114 comments with conversion to a new external audit firm.

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

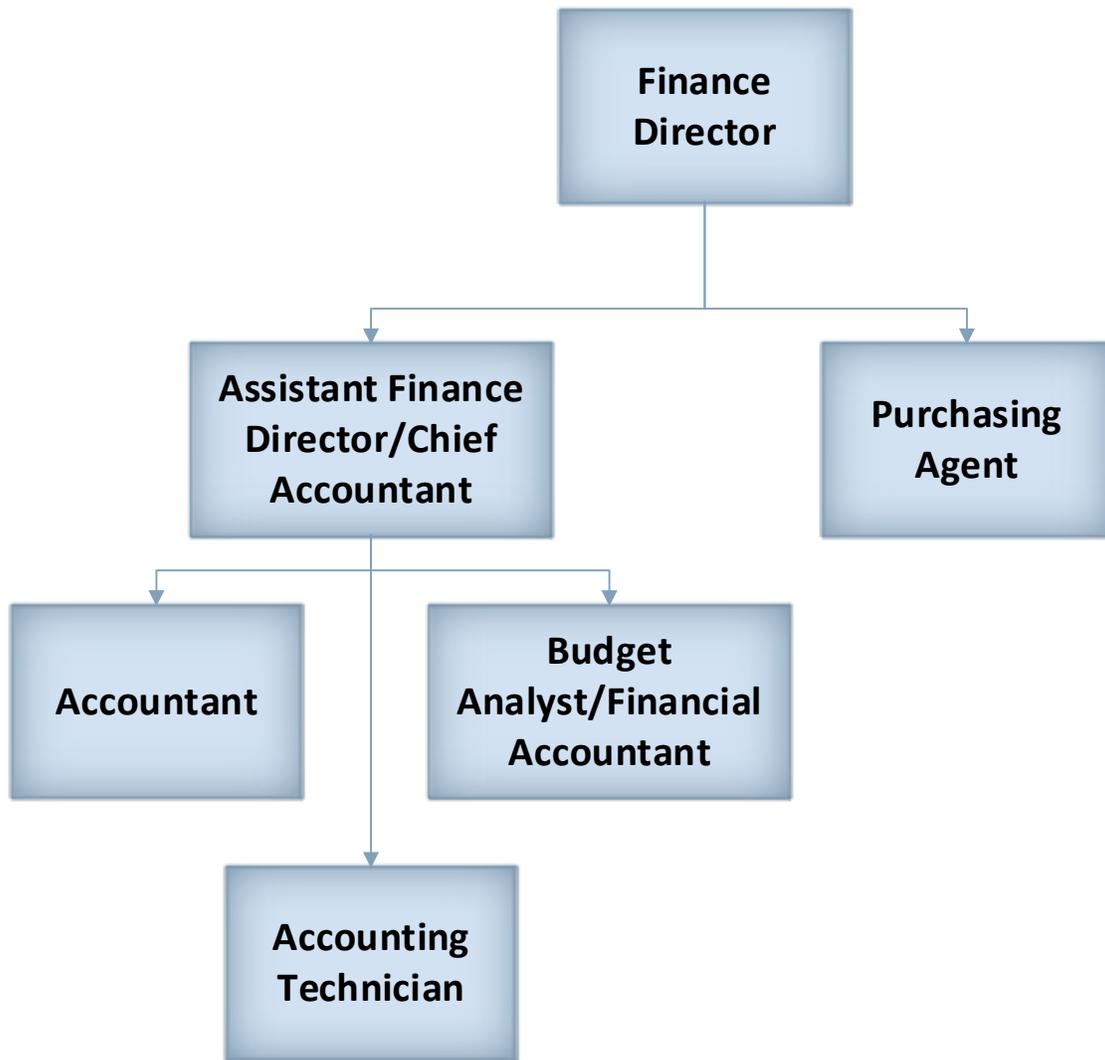
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Information Sharing/Community Involvement	Provide new interlocal contract commodity agreement updates monthly	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Prepare payroll using Kronos Timekeeping system	% OF PROGRESS	100%
Information Sharing/Community Involvement	Receive Distinguished Budget Presentation Award	RECEIPT OF AWARD	Yes
Information Sharing/Community Involvement	Receive Certificate of Achievement for Excellence in Financial Reporting	RECEIPT OF AWARD	Yes
Aesthetic Enhancements/Quality of Life Programs	Bid of bank depository contract for a five year term	% OF PROGRESS	100%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Accounts payable payments processed	8,111	8,220	8,910
Payroll direct deposits	10,301	10,340	10,430
Bond ratings	AA	AA	AA
Grants received	21	19	20
Bond issues processed	2	0	1
Bid openings	5	10	12

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
DIRECTOR OF FINANCE	N/A	1	1	1
ASSISTANT DIRECTOR OF FINANCE/CHIEF ACCOUNTANT	31	1	1	1
BUDGET ANALYST/FINANCIAL ACCOUNTANT	27	1	1	1
ACCOUNTANT	22	1	1	1
PURCHASING AGENT	22	1	1	1
ACCOUNTING TECHNICIAN	19	1	1	1
<b>TOTAL</b>		<b>6</b>	<b>6</b>	<b>6</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	449,704	424,681	449,872	460,026	465,457	-	465,457
BENEFITS	194,776	165,091	193,601	184,461	200,536	-	200,536
SUPPLIES AND MATERIALS	4,215	2,190	5,050	3,939	3,650	-	3,650
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	25,279	14,298	25,000	25,000	17,500	-	17,500
CONTRACTURAL AND MISC SERVICES	30,296	17,535	48,595	36,370	47,279	-	47,279
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-35</b>	<b>\$ 704,270</b>	<b>\$ 623,795</b>	<b>\$ 722,118</b>	<b>\$ 709,796</b>	<b>\$ 734,422</b>	<b>\$ -</b>	<b>\$ 734,422</b>

# HUMAN RESOURCES SUMMARY

Department Number - 0136

General Government

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## WHY DO WE EXIST?

The Human Resources Department develops and delivers innovative human resource programs and services designed to support the City of Cleburne's strategic operational needs. The Department's core services and competencies include recruitment, staffing, employee relations, organizational development, safety and risk administration, compensation, benefits, wellness, performance management, and policy interpretation. This is all achieved through collaboration with departments, placing a strong emphasis on customer service.

## WHAT DO WE DO?

The Human Resources Department supports the needs of the City by proposing, implementing, and administering City policies and programs that support the City's staffing and employment related needs, while maintaining compliance with the City Charter, Federal and State Laws. Such policies should provide for due process, enhanced communication, as well as provide guidelines for employee conduct. The goal of such policies is to ensure each employee is employed in a work environment that treats them fairly and equally, without regard to race, color, sex, national origin, age and/or religion, and abiding by all employment guidelines and laws.

The Human Resources Department evaluates compensation and benefit trends to assure that the City of Cleburne is competitive in the market and provides affordable healthcare benefit programs to its employees and dependents.

It is the responsibility of the Human Resources Department to administratively document, process, and update all stages of an employee's service through the management of records.

The Human Resources Department strives to maintain updated job descriptions in order to provide an update overview of the essential functions of each position. By providing such, the management team will be able to properly evaluate each employees' performance accurately.

The Human Resources Department supports the recruitment and retention of new volunteers, Citizens on Patrol, and Police Reserves and administratively handles the documentation and records management of all volunteer programs.

The Human Resources Department manages safety and risk in order to mitigate potential losses for the City. The Human Resources Department is charged with coordinating claims, litigation, loss prevention/loss control, and insurance programs. The Department strives to increase safety awareness by providing an array of safety training opportunities.

We stand behind our City's Customer Service mission and strive to accomplish this daily, "Superior Service through Teamwork, Accountability and Respect ...Second to none."

PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
IMAGE certified through the U.S. Immigration & Customs Enforcement	65%	Goal FY 2019
Total compensation statements in Spring 2017 and employee information update	100%	Completed FY 2018
Update all job descriptions	75%	Goal – FY 2019
City of Cleburne Personnel Policies update	85%	Goal - FY 2019
Implementation of Telestaff and Workforce Ready	50 %	Goal - FY 2019
Continue partnership with Finance to audit & improve Incode setups & process	Ongoing	Ongoing
More employee forms/information to be made available online	Ongoing	Ongoing

OTHER ACCOMPLISHMENTS FY 2018

- Refreshed the Wellness Program - WHOLE HEALTH, consisting of new programs such as Team Stepping Out, Jump Start, Summer Slim down and the 30-mile challenge
- Administered 2 Entry Level Police Exams
- Administered 1 Entry Level Fire Exam
- Administered 3 Promotional Firefighter Exams
- Hosted various Employee events such as - Employee Appreciation Event, Employee Bio Metric Event, Employee Flu shot Clinic and various other smaller employee activities
- Streamlined separation paperwork
- Updated the benefit and reward brochures
- Coordinated the 2<sup>nd</sup> 5k Fun Run/Walk in partnership with Animal Services promoting employee wellness
- Hosted a bio-metric event
- Documented several Human Resource Procedures

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

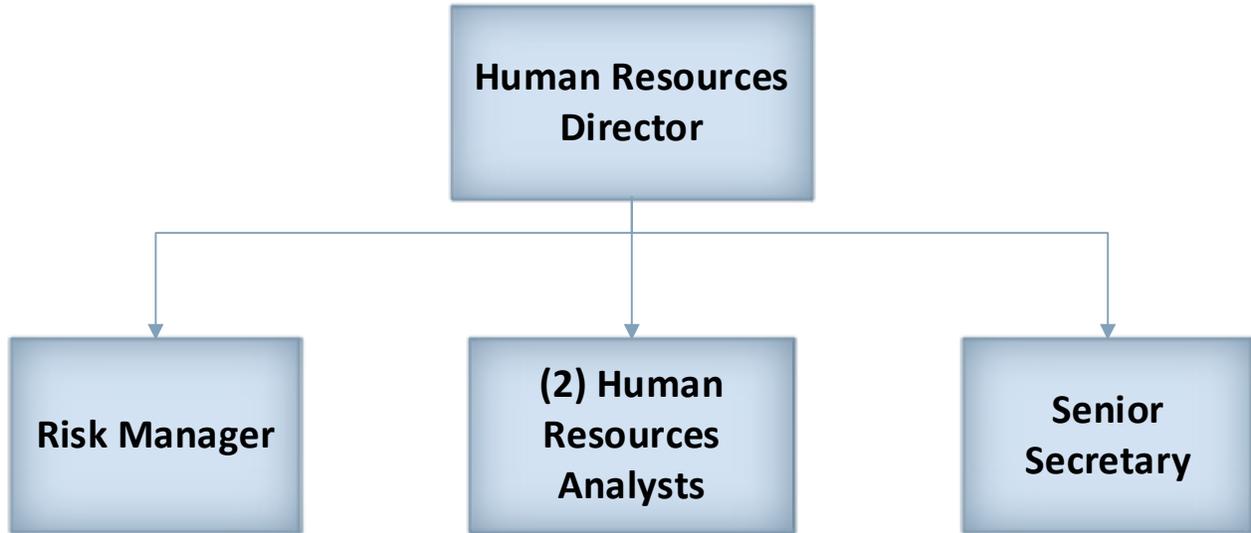
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Information Sharing/Community Involvement	IMAGE Certified through the U.S. Immigration & Customs Enforcement	% OF PROGRESS	100%
Information Sharing/Community Involvement	Annual Compensation Statements and Employee Information Update	% OF PROGRESS	100%
Information Sharing/Community Involvement	Update all job descriptions	% OF PROGRESS	100%
Information Sharing/Community Involvement	Communicate new policies and procedures	% OF PROGRESS	100%
Information Sharing/Community Involvement	Implementation of Telestaff and Workforce Ready	% OF PROGRESS	100%
Information Sharing/Community Involvement	Research new HRIS Program	% OF PROGRESS	100%
Information Sharing/Community Involvement	Create Safety/Accident Review Committee	% OF PROGRESS	100%
Information Sharing/Community Involvement	Update Human Resources and Civil Service Website	% OF PROGRESS	100%
Information Sharing/Community Involvement	Continue to Update HR Forms	Ongoing	Ongoing

PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Number of positions advertised	57	58	50
Number of applications received	1,538	1,600	1,500
Number of New Hire Orientation classes held	32	45	40
Turnover rate for full & part time employees (not including seasonal positions)	18%	16%	15%
Number of Personnel Action Forms processed/verified	779	800	750
Participants in Wellness Initiative (discounted health insurance)	86%	93%	93%
Medical and pharmacy loss ratio	74.18%	72.5%	72.5%
Employee Grievances filed	1	5	2
Number of Civil Service Appeals	1	2	1
Worker's compensation experience rating	.63	.58	.52
Number of lost time injuries	3	3	2
Average training hours per employee (goal is greater than 3 hours)	6	6	6
Number of Property & Liability Claims processed	13	8	8
Number of Citizen Claims	8	10	8

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
HUMAN RESOURCES DIRECTOR	N/A	1	1	1
RISK MANAGER	24	1	1	1
HUMAN RESOURCES ANALYST	19	2	2	2
SENIOR SECRETARY	17	1	1	1
<b>TOTAL</b>		<b>5</b>	<b>5</b>	<b>5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	298,657	300,930	310,706	301,317	313,343	-	313,343
BENEFITS	110,075	109,709	121,672	112,605	130,470	-	130,470
SUPPLIES AND MATERIALS	25,249	29,729	43,910	40,975	51,145	-	51,145
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	9,756	11,132	15,177	14,408	13,130	-	13,130
CONTRACTURAL AND MISC SERVICES	40,106	55,155	92,307	88,174	99,595	-	99,595
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	23,500	-	-	-	-
<b>01-36</b>	<b>\$ 483,843</b>	<b>\$ 506,655</b>	<b>\$ 607,272</b>	<b>\$ 557,480</b>	<b>\$ 607,683</b>	<b>\$ -</b>	<b>\$ 607,683</b>

# MUNICIPAL COURT SUMMARY

Department Number - 0137

General Government

## WHY DO WE EXIST?

The Municipal Court manages the records for all Class C Misdemeanors filed within its jurisdiction.

## WHAT DO WE DO?

The Cleburne Municipal Court accept cases filed by the Cleburne Police Department, Animal Control, Fire Department, Zoning, and Health and Safety Inspections and is a Court of Record. Office hours for the public are Monday through Friday, 8:00 a.m. to 4:00 p.m. with court proceedings being held on Tuesday and Wednesday afternoons. We provide administrative support to the Municipal Court Judge, collect fines, fees, & state court costs, schedule court hearings, maintain records relating to court proceedings, & report various statistical data to the state.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Develop a procedure manual	Ongoing	Continual
Creation of generic warrant postcards	Incomplete	Goal FY 2019
Provide public announcement/awareness	Complete	April 2018
Update security of building with electronic card readers	Incomplete	Goal FY 2019
Court security certification	Complete	September 2017
Enhancement of jury services	Incomplete	Re-Evaluating Goal
Update of court website	Complete	AUGUST 2017
Courtroom computer access	In progress	Goal FY 2019

### OTHER ACCOMPLISHMENTS FY 2018

- Updated jury database

- Community outreaching by holding a Halloween trick or treat event with McGruff & handed out safety & court resources, participation in the Unidos program, working to find a diversion program for juveniles by visiting & reviewing alternate resources
- Worked with the Police Department in meeting the need for new devices
- Established a court security committee
- Worked with various departments in inputting/updating various violations
- Worked with various departments in implementing changes from the legislative update as well as updating court processes & documents to ensure compliance
- Conducted our first open court & look forward to implementing a few times throughout the year

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>DESCRIPTION</b>
Aesthetic Enhancements/Quality of Life Programs	Update security of building with commercial doors	To enhance security & restrict access
Information Sharing/Community Involvement	Assist the Police Department in deploying & structuring the Unidos program	To enhance communications and provide outreach to our latino community, provide resources and build relationships.
Information Sharing/Community Involvement	Implementation of a juvenile diversion program	To provide youth who have no prior involvement in the juvenile system with assistance in developing healthy relationships, positive decision-making skills, and provide resources in other risk factors that may impede a youth's overall success. Youth are placed on a probationary period and upon successful completion, fees are waived and citation is dismissed.

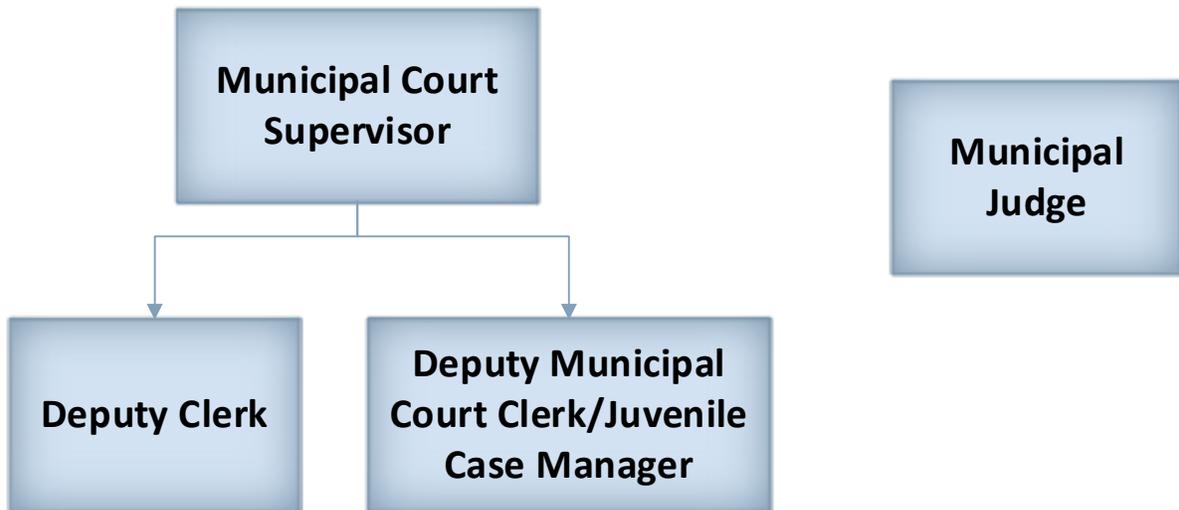
**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Total New Cases Filed	5,072	6,400	6,400
Dismissals from New Cases Filed	670	1,000	1,000
# of Issued Warrants / Monetary Value	1,684/\$799,261	1,500/\$800,000	1,500/\$800,000
# of Cleared Warrants / Monetary Value	1,832/\$890,105	1,700/\$800,000	1,700/\$800,000

Collection of Monetary Penalties	\$260,549	\$295,000	\$295,000
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**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
MUNICIPAL JUDGE	N/A	1	1	1
MUNICIPAL COURT SUPERVISOR	20	1	1	1
DEPUTY MUNICIPAL COURT CLERK/ JUVENILE CASE MANAGER	14	0.5	0.65	0.65
DEPUTY MUNICIPAL COURT CLERK	12	1	1	1
<b>TOTAL</b>		<b>3.5</b>	<b>3.65</b>	<b>3.65</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	155,431	144,018	161,526	168,749	172,638	-	172,638
BENEFITS	49,139	52,852	61,232	59,942	80,954	-	80,954
SUPPLIES AND MATERIALS	1,353	9,120	10,603	9,243	8,970	-	8,970
M&R - LAND, STRUCTURES AND STREETS	4,151	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	15,804	15,541	19,011	17,491	18,618	-	18,618
CONTRACTURAL AND MISC SERVICES	53,671	55,966	74,829	63,142	71,945	-	71,945
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-37</b>	<b>\$ 279,549</b>	<b>\$ 277,497</b>	<b>\$ 327,201</b>	<b>\$ 318,567</b>	<b>\$ 353,125</b>	<b>\$ -</b>	<b>\$ 353,125</b>

# INFORMATION TECHNOLOGY SUMMARY

Department Number - 0138  
General Government

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## WHY DO WE EXIST?

The Information Technology department exists to ensure that City departments and personnel are empowered with reliable, efficient, and effective technology solutions that allow them to better serve the citizens of Cleburne.

## WHAT DO WE DO?

The Information Technology department:

- supports all enterprise network, storage, server and security infrastructure throughout the City
- provides PC, tablet, phone, printer and help desk support to all City employees
- installs, configures and administers desktop and server applications
- provides consulting and advisory services to assist departments in evaluating and selecting new technology solutions that will streamline business processes and improve operational efficiency

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Upgrade Microsoft Office Suite to 2016	Completed	Feb 2018
Expand surveillance security at multiple facilities	Completed	July 2018
Upgrade to Windows 10	In Progress	Goal – FY 2021
Security improvements: semi-automated patching, antivirus, vulnerability detection and alerts	Completed	Dec 2017

## OTHER ACCOMPLISHMENTS FY 2018

- Implemented new computer imaging solution to increase the speed of new computer deployments and repairs
- Replaced over 80 desktop and laptop computers (~25% of our inventory) with new Windows 10 devices
- Upgraded the police body camera and in-dash camera video archival system
- Launched new citywide IT Project/Purchase Evaluation Process (IT-PEP) which ensures that all major technology efforts occur with guidance from the IT department
- Segmented the police network via physical firewall to improve information security

- Upgraded several systems to newer versions: financials (Incode), VPN (NetMotion), remote support (Bomgar), physical access control (Isonas), intranet/enterprise content management (SharePoint), and document management (Laserfiche)
- Installed networked uninterruptible power supplies (UPS) at 26 locations to maintain power during brief outages
- Deployed server and network monitoring solution to improve IT visibility into uptime, issues and outages
- Conducted 3<sup>rd</sup> party security posture review to gain better insight on potential information security vulnerabilities and threat mitigation opportunities

#### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

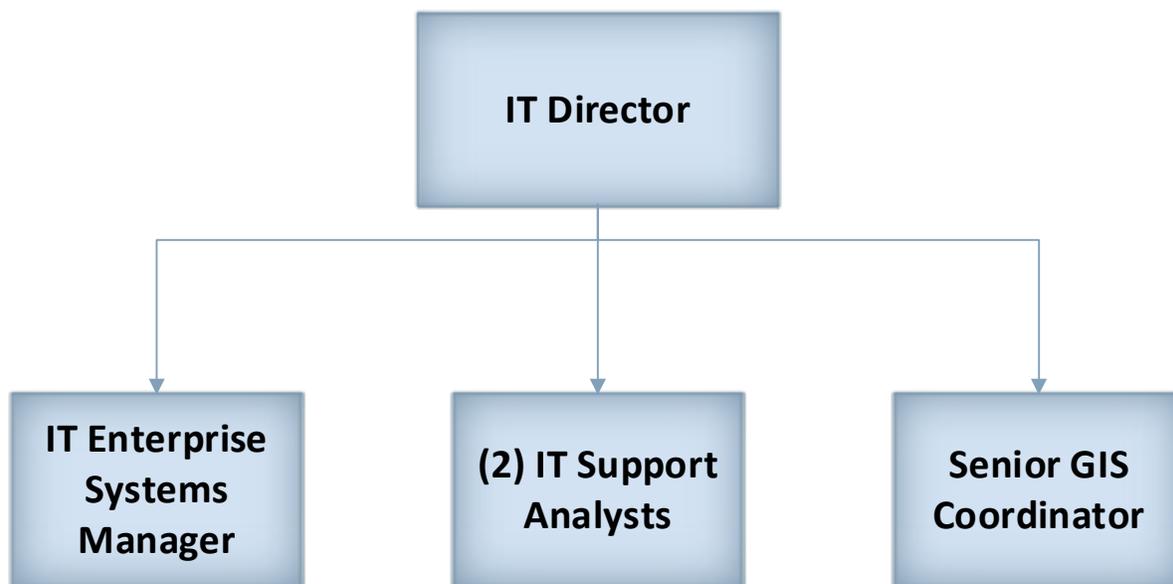
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Planning & Growth Management	Upgrade to Windows 10 and Office 2016	% OF PROGRESS	40%
Planning & Growth Management	Update IT components of emergency operations, business continuity and disaster recovery plans	% OF PROGRESS	100%
Planning & Growth Management	Audit all telecom services and take advantage of cost savings opportunities	% OF PROGRESS	100%
Planning & Growth Management	Replace all PCs that are older than 5 years	% OF PROGRESS	100%

#### PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Personal computers supported	333	330	335
Number of servers supported	70	76	76
Number of helpdesk tickets closed	1,922	2,097	2,000
Number of departmental applications supported	32	35	38
Telephone extensions supported	208	210	215

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
DIRECTOR OF INFORMATION TECHNOLOGY	N/A	0	1	1
INFORMATION TECHNOLOGY MANAGER	30	1	0	0
SENIOR GIS COORDINATOR	26	0	1	1
ENTERPRISE SYSTEMS MANAGER	25	1	1	1
IT SUPPORT ANALYST	22	2	2	2
MULTIMEDIA SPECIALIST	20	1	0	0
<b>TOTAL</b>		<b>5</b>	<b>5</b>	<b>5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	280,631	303,499	368,270	368,486	381,248	-	381,248
BENEFITS	133,108	98,304	148,198	148,097	177,819	-	177,819
SUPPLIES AND MATERIALS	38,517	8,886	8,400	10,500	12,950	-	12,950
M&R - LAND, STRUCTURES AND STREETS	324	324	600	300	300	-	300
M&R - EQUIPMENT AND VEHICLES	337,091	306,544	340,398	335,595	261,638	151,900	413,538
CONTRACTURAL AND MISC SERVICES	35,413	34,885	90,734	90,413	141,913	-	141,913
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	498,337	-	-	-	-	-	-
<b>01-38</b>	<b>\$ 1,323,421</b>	<b>\$ 752,442</b>	<b>\$ 956,600</b>	<b>\$ 953,391</b>	<b>\$ 975,868</b>	<b>\$ 151,900</b>	<b>\$ 1,127,768</b>

# NON-DEPARTMENTAL SUMMARY

Department Number - 0139

General Government

## WHY DO WE EXIST?

This department accounts for expenditures not specifically related to any other operating department in the General Fund. Those items include the following: customer service initiatives, audit, property tax collection services, retirement payouts to General Fund employees, and retiree benefits.

## DEPARTMENT OBJECTIVES

- To account for those items which benefit all departments.

## LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL REQUESTS FY 2019	BUDGET REQUESTS FY 2019
SALARIES AND WAGES	637,977	1,047,729	691,564	879,230	648,000	-	648,000
BENEFITS	622,221	457,351	365,055	271,556	321,540	-	321,540
SUPPLIES AND MATERIALS	7,615	7,540	13,000	6,000	13,000	-	13,000
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	8,134	9,364	10,900	11,400	44,157	-	44,157
CONTRACTURAL AND MISC SERVICES	662,567	450,794	523,300	475,415	492,985	-	492,985
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-39</b>	<b>\$ 1,938,514</b>	<b>\$ 1,972,777</b>	<b>\$ 1,603,819</b>	<b>\$ 1,643,601</b>	<b>\$ 1,519,682</b>	<b>\$ -</b>	<b>\$ 1,519,682</b>

# ECONOMIC DEVELOPMENT SUMMARY

Department Number - 0140

General Government

## WHY DO WE EXIST?

The Economic Development Department exists to: 1) promote economic growth in the City of Cleburne through various marketing efforts; 2) to develop the type of growth that is sustainable for the long term and beneficial to all citizens of Cleburne; and 3) to serve as a conduit through which various economic development incentive programs can be implemented, administered, and monitored.

## WHAT DO WE DO?

Economic Development is charged with recruiting businesses and development projects to Cleburne that will improve the quality of life for citizens and enlarge the 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.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Begin developing contacts within the Economic Development field	In process	Continual
Expand downtown façade improvement program	Completed	10/1/17
Develop incentive program to encourage redevelopment of older residences in city's central core	Completed	10. /1/17
Implement an incentive-based program to encourage redevelopment and remediation of downtown buildings	Completed	1/23/18
Finalize downtown Historical Designation program through ArchiTexas	In process	Awaiting approval of application by THC officials
Revise the Economic Development web pages as part of the city-wide website upgrade	In process	Continual

## OTHER ACCOMPLISHMENTS FY 2018

- Exceeded expectations of Façade Improvement Incentive program and was able to gain Council approval for additional funding to the program due to strong utilization by downtown businesses
- Executed plan to present quarterly economic development updates to Council
- Made several public presentations regarding economic development updates (i.e. Chamber of Commerce Quarterly luncheon & board meetings, Pinnacle 50 Club, Johnson Co. Association of Realtors, news media interviews)
- Organized a developer luncheon at The Depot to promote Cleburne
- Attended TEDC Annual conference
- Attended American Association of Airport Executives (AAAE) workshops on Airport Land Development and Airport Economic Development
- Implemented CoStar, a web-based real estate data research tool to aid in marketing properties to potential buyers. As part of the CoStar education process, I have participated in 3 webinars hosted by them
- Recruited 3 new businesses that have opened or will be opening in 2018/2019 (Johnson County Distillery, FFO Home, Advance Battery)
- Continued developing new relationships with commercial real estate brokers, residential developers, and investors to promote available land and commercial buildings in Cleburne

## CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Economic Development Incentives	Continue expansion and promotion of downtown façade improvement program	% OF PROGRESS	100%
Economic Development Incentives	Continue promotion of downtown building rehab program	% OF PROGRESS	100%
Economic Development Incentives	Revise 1000 Home Residential incentive program	% OF PROGRESS	100%
Economic Development Incentives	Revise current Tax Abatement Policy	% OF PROGRESS	100%

Economic Development Incentives	Collaborate with downtown building owners in promoting tourism due to inclusion in National Register of Historic Places (if our nomination is approved)	% OF PROGRESS	100%
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#### PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Reports to Council	1	4	4
Grants Recorded	1	12	12
New contacts	93	50	50
Workshops, Trainings, Seminars	1	6	6

#### PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
ECONOMIC DEVELOPMENT MANAGER	26	1	1	1
<b>TOTAL</b>		<b>1</b>	<b>1</b>	<b>1</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

### Economic Development Manager

#### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	442	51,685	59,563	58,138	64,215	-	64,215
BENEFITS	183	22,678	25,093	25,627	26,653	-	26,653
SUPPLIES AND MATERIALS	18,307	15,118	17,050	13,318	19,800	-	19,800
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	41	350	120	350	-	350
CONTRACTURAL AND MISC SERVICES	69,877	78,703	213,283	121,727	278,047	-	278,047
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-40</b>	<b>\$ 88,809</b>	<b>\$ 168,225</b>	<b>\$ 315,339</b>	<b>\$ 218,930</b>	<b>\$ 389,065</b>	<b>\$ -</b>	<b>\$ 389,065</b>

# POLICE DEPARTMENT SUMMARY

Department Number – 0141

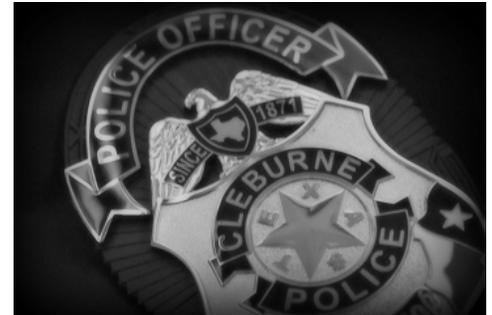
Public Safety

## WHY DO WE EXIST?

Our mission is to protect and serve Cleburne by delivering legitimate, consistent, economical police services that result in the highest level of stakeholder value and satisfaction.

## WHAT DO WE DO?

The Police Department works in partnership with our stakeholders 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 Cleburne Police Department operates under a community policing philosophy committed to evidence-based policing and a high level of customer service. We provide law enforcement services 24 hours a day, every day of the year to our residents, businesses and visitors.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Promote traffic safety and reduce serious crashes through proper levels of enforcement and traffic-related education programs	Ongoing	Continual
Focus on community-based policing dedicated to forming interactive community partnerships in order to build trust and foster collaboration	Ongoing	Continual
Promptly contact crime victims and provide appropriate and thoughtful assistance	Ongoing	Continual
Continue implementing recommendations from the Final Report of the President's Task Force on 21 <sup>st</sup> Century Policing	Ongoing	Continual
Maintain "Recognized Law Enforcement Agency" status through the Texas Law Enforcement Best Practices Recognition Program	Ongoing	Continual
Average response time to high priority calls within 5 minutes	Accomplished	September, 2018
Reduce serious traffic crashes by 10%	Accomplished	September, 2018

## OTHER ACCOMPLISHMENTS FY 2018

- Conducted multiple training classes for the public in Civilian Response to Active Shooter Events and other topics
- Conducted Teen Police Academy
- Worked with CISD to develop a practicum program for students interested in law enforcement careers

## CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

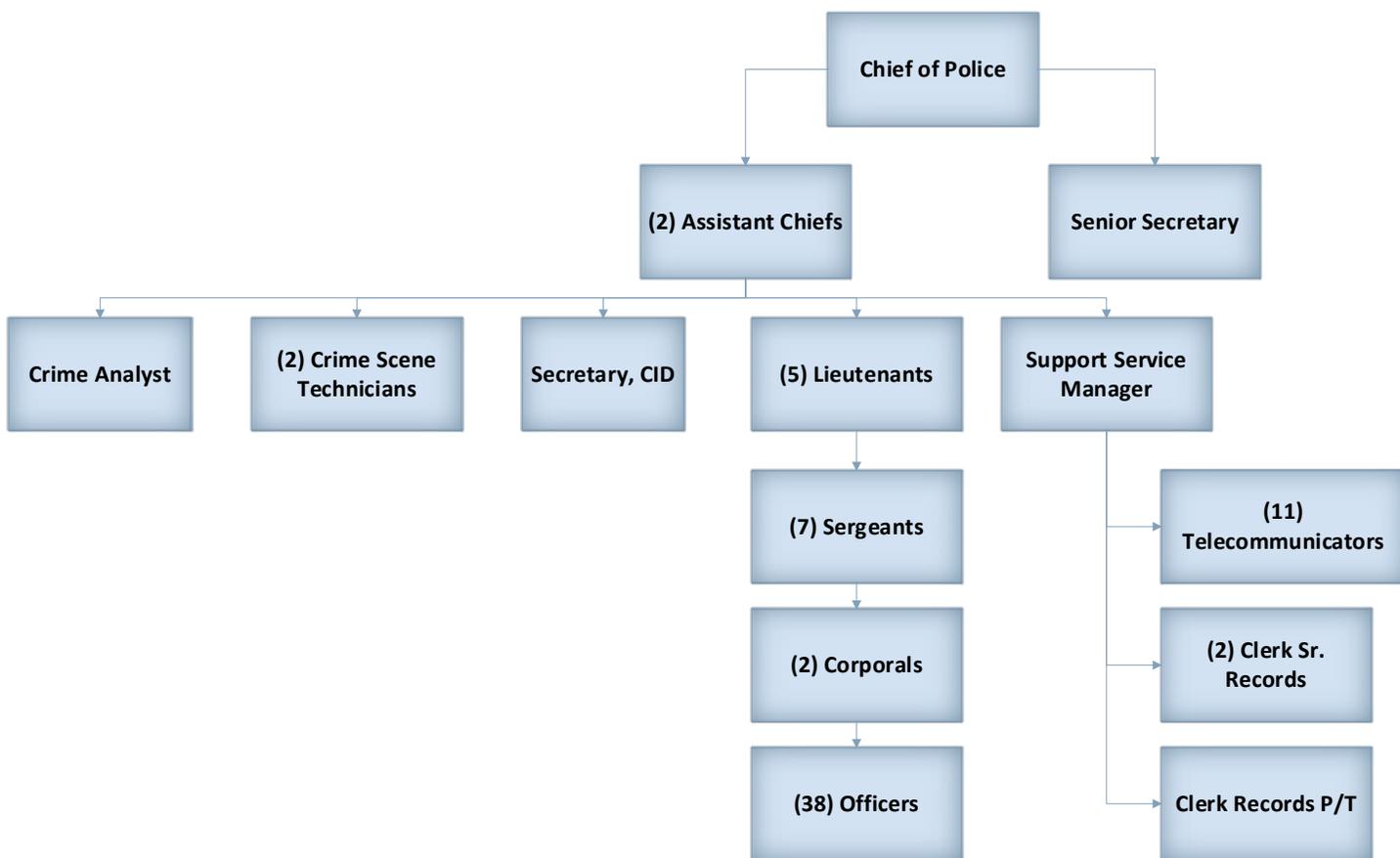
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2018
Aesthetic Enhancements/Quality of Life Programs	Implement Rape Aggression Defense Training Program	Number of Events	4 events
Aesthetic Enhancements/Quality of Life Programs	Explore opportunities to leverage regional law enforcement partnerships to solve crimes	Ongoing	Continual

## PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Calls for Service	45,527	46,892	48,299
Reports	3,189	3,356	3,256
Arrests	1,542	1,551	1,662
UCR Part 1 Offenses	844	790	706
Traffic Crashes	814	755	780
Traffic Stops	11,849	14,348	15,780
Citations Issued	4,646	6,199	6,400
Cases Assigned	975	1,007	1,104

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>COMMISIONED OFFICERS</b>				
CHIEF OF POLICE	N/A	1	1	1
ASSISTANT CHIEFS	N/A	2	2	2
LIEUTENANTS	N/A	5	5	5
SERGEANTS	N/A	7	7	7
CORPORALS	N/A	3	2	2
OFFICERS	N/A	37	37	38
<b>NON-CIVIL SERVICE PERSONNEL</b>				
CRIME ANALYST	21	0	1	1
SUPPORT SERVICES MANAGER	20	1	1	1
CRIME SCENE TECHNICIAN	18	2	2	2
SENIOR SECRETARY	17	1	1	1
TELECOMMUNICATOR	15	11	11	11
SECRETARY - CID	12	1	1	1
SENIOR RECORDS CLERK	11	2	2	2
<b>TOTAL</b>		<b>73</b>	<b>73</b>	<b>74</b>
<b>PART TIME</b>				
RECORDS CLERK	N/A	1	1	1
<b>TOTAL</b>		<b>1</b>	<b>1</b>	<b>1</b>



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	4,524,491	4,431,880	4,671,058	4,598,116	4,786,614	-	4,786,614
BENEFITS	2,200,796	2,048,041	2,326,622	2,111,158	2,266,427	-	2,266,427
SUPPLIES AND MATERIALS	173,284	195,036	205,730	182,444	178,191	39,376	217,567
M&R - LAND, STRUCTURES AND STREETS	122	3,774	4,175	4,000	4,175	-	4,175
M&R - EQUIPMENT AND VEHICLES	173,880	204,193	183,107	180,578	187,504	3,780	191,284
CONTRACTURAL AND MISC SERVICES	326,570	434,402	545,789	553,606	593,373	-	593,373
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	4,186	-	-	18,173	-	150,000	150,000
<b>01-41</b>	<b>\$ 7,403,329</b>	<b>\$ 7,317,326</b>	<b>\$ 7,936,481</b>	<b>\$ 7,648,074</b>	<b>\$ 8,016,285</b>	<b>\$ 193,156</b>	<b>\$ 8,209,441</b>

# CODE COMPLIANCE SUMMARY

Department Number - 0142

General Government

## WHY DO WE EXIST?

Our mission is to enhance Cleburne’s public safety and economic health by delivering effective community education and equitable enforcement of city codes and ordinances.

## WHAT DO WE DO?

The Code Compliance Department works in partnership with our stakeholders to safeguard life and health, and protect the community from blight and deterioration. We respond to citizen complaints and investigate potential violations of municipal and state laws, ordinances, codes, and regulations relating to nuisance abatement of weeds, rubbish, junk, nuisance vehicles, open private sewer lines, failed on-site sewage facilities, and illegal dumping on vacant, residential and commercial properties, and other public nuisance code violations. We seek voluntary code compliance through education, communication and cooperation. In cases where voluntary compliance has not been met, we seek compliance through effective, expeditious and equitable enforcement of the codes using all legal resources available to the City.

In January 2018, the Code Compliance Department was relocated to the Police Department’s headquarters to support a coordinated approach between police officers and code enforcement officers. This allows a more proactive and collaborative response to address blight in high crime areas in accordance with Recommendation 4.5 of the President’s Task Force on 21st Century Policing. The final report states at 4.5.4, *“As several witnesses, including Bill Geller, testified, public safety and the economic health of communities go hand in hand.”*

Code enforcement officers, who possess a Texas peace officer license, are commissioned as deputy marshals for the purpose of providing officers who have advanced knowledge of criminal laws, investigative techniques, and legal authority to enforce a broader range of local, state and federal environmental and criminal laws.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Enhance code enforcement operations through software/hardware enhancements, additional personnel, and other departmental assistance.	50%	In Progress
Develop rental property ordinance, registration process and inspection procedures to ensure substandard rental properties are mitigated.	50%	In Progress

Establish new codes relating to parking on unpaved surfaces, fencing, unoccupied structures, others	50%	In Progress
Develop a tracking report that establishes departmental statistics for service related tasks.	100%	01/30/2018
Train at least four Police volunteers (Reserve Police Officers or Citizens on Patrol) to assist Code Compliance employees with their duties.	100%	02/05/2018
Participate in at least one community outreach event per quarter. (UNIDOS, Keeping Cleburne Beautiful, Buffalo Creek Cleanup)	50%	In Progress

**OTHER ACCOMPLISHMENTS FY 2018**

- Obtained laptop to assist with timely inspections and reports
- Participated in Buffalo Creek Cleanup, Keeping Cleburne Beautiful, CIA, City Cleanup Committee, Hazardous Household Waste events, Drug Take Back, 6 Stones
- Increased Voluntary Compliance vs Citation/Abatement
- Continuous training on Code issues to volunteers
- Increased enforcement efforts with other City departments

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Aesthetic Enhancements/ Quality of Life Programs	Increase volunteer participation by 50%.	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Increase voluntary compliance by 50%.	% OF PROGRESS	100%
Information Sharing/Community Involvement	Participate in at least one community outreach event per quarter.	% OF PROGRESS	100%

Information Sharing/Community Involvement	Update website to provide public education about code compliance issues.	% OF PROGRESS	100%
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**PERFORMANCE MEASURES**

Measures	Actual 2017	Estimate 2018	Target 2019
<b>Complaints</b>			
Junk Debris	725	800	850
Vehicle Offenses	200	300	350
Zoning	35	60	70
Unsanitary Conditions	56	80	90
High Grass	800	850	900
Other	150	300	350

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
CODE ENFORCEMENT OFFICER	19	0	0	2
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>2</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

\*Code Enforcement Officers were moved from the Health Department, 01-48, for the FY 2019 budget.

**Code Enforcement  
Officer (2)**

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	-	-	-	-	95,943	-	95,943
BENEFITS	-	-	-	-	45,459	-	45,459
SUPPLIES AND MATERIALS	-	-	-	-	17,156	-	17,156
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	1,178	-	1,178
CONTRACTURAL AND MISC SERVICES	-	-	-	-	16,017	-	16,017
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-42</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,753</b>	<b>\$ -</b>	<b>\$ 175,753</b>

# ANIMAL SERVICES SUMMARY

Department Number - 0143

Public Safety

## WHY DO WE EXIST?

Our mission is to enhance the quality of life for Cleburne residents by protecting and serving the citizens and animals of Cleburne.

## WHAT DO WE DO?

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 animals and educate our community about animal related laws. The Animal Services Shelter provides a safe and secure place for lost, stray, unwanted, or abandoned animals and department staff strives to find loving homes and reputable rescues for these animals. Animal Services also promotes responsible pet-ownership through educational programs and services.

## PRIOR FISCAL YEAR (FY 2017) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Release new volunteer and foster program to increase volunteer retention, community presence, and the department's live release rate	Ongoing	N/A
Research renovation and/or adoption center projects taking place in other animal sheltering facilities across the country to get an ideas of what might work best for the City of Cleburne	Ongoing	N/A

## OTHER ACCOMPLISHMENTS FY 2017

- Continued partnership with PetSense resulted in over 50 cats & kittens being adopted through their store.
- Received PetFinder Foundation Grant which allowed us to offer some low-income households free spay & neuter and rabies vaccinations for their pets and allowed for purchase of needed equipment.
- Adoption rate increased by 10%.
- Euthanasia rate decreased by 20%.
- Live release rate currently at 19%, which is below the National and State Average.

- Through partnerships with Best Friends Animal Society, Animal Hope, Shelter2Rescue, Brazos River Rescue Ranch, Operation Kindness, Tall Tails, and others, over 300 animals have been sent to Rescue to date

**CURRENT BUDGET YEAR (FY 2018) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2018</b>
Aesthetic Enhancements/Quality of Life Programs	Reduce Response Time to Calls for Service to 15 minutes	% OF PROGRESS	100
Aesthetic Enhancements/Quality of Life Programs	Increase Live Release Rate by an average of 5%	% OF PROGRESS	100
Aesthetic Enhancements/Quality of Life Programs	Increase Adoption Rate by 10%	% OF PROGRESS	100
Information Sharing/Community Involvement	Increase Public Outreach and Education	% OF PROGRESS	100
Aesthetic Enhancements/Quality of Life Programs	Implement "Fix it or Ticket" and Responsible Pet Ownership Programs	% OF PROGRESS	100
Aesthetic Enhancements/Quality of Life Programs	Research and Implement Spay/Neuter Program for Low-Income Families	% OF PROGRESS	50

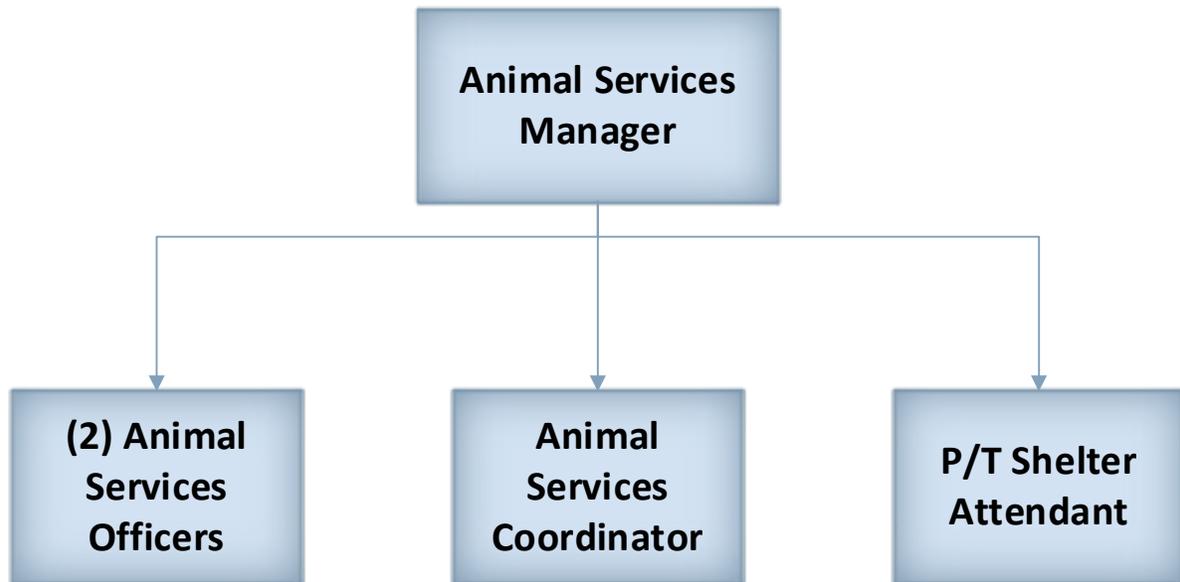
**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Requests for Service	4,074	4,100	4,150
Animals Impounded	878	1,050	1,075

Animals Surrendered	393	425	450
Animals Euthanized	248	200	190
Animals Adopted (Includes Rescue Transfer)	802	950	1,000

### PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
ANIMAL SERVICES MANAGER	20	1	1	1
ANIMAL SERVICES OFFICER	13	2	2	2
ANIMAL SERVICES COORDINATOR	14	1	1	1
TOTAL		4	4	4
PART TIME	PAY GRADE			
SHELTER ATTENDANT	N/A	1	1	1
TOTAL		1	1	1



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	182,300	194,149	201,928	193,572	190,571	-	190,571
BENEFITS	110,450	101,524	116,137	101,121	110,194	-	110,194
SUPPLIES AND MATERIALS	33,819	37,155	32,830	44,826	43,720	700	44,420
M&R - LAND, STRUCTURES AND STREETS	668	3,075	2,500	2,673	2,500	1,500	4,000
M&R - EQUIPMENT AND VEHICLES	4,275	3,797	4,500	3,137	4,500	6,000	10,500
CONTRACTURAL AND MISC SERVICES	39,556	43,574	39,665	41,612	41,317	-	41,317
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	5,600	12,000	8,258	-	-	-
CAPITAL OUTLAY - EQUIPMENT	5,980	-	-	-	-	-	-
<b>01-43</b>	<b>\$ 377,048</b>	<b>\$ 388,875</b>	<b>\$ 409,560</b>	<b>\$ 395,199</b>	<b>\$ 392,802</b>	<b>\$ 8,200</b>	<b>\$ 401,002</b>

# AMBULANCE SERVICES SUMMARY

Department Number - 0146

Public Safety

## WHY DO WE EXIST?

The Cleburne Fire Department's mission to save lives and property is the driving force behind our medical transport services.

## WHAT DO WE DO?

The Cleburne Fire Department provides Mobile Intensive Care Unit (MICU) ambulance services for the City of Cleburne. We strive to provide a high level of medical care with highly trained personnel, advanced medical directives and state of the art medical equipment. The medical transport services serve as a foundation for future expansion of other medical services to include a community paramedic program.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Place into service a second fulltime ambulance within the City of Cleburne, operated by the Fire Department	Complete	February 26, 2018
Implement community paramedic in conjunction with the two ambulances providing EMS transport to citizens	Incomplete	CHP Training begins in May 2018
Enhance medical services - Implement patient outcome information system	Incomplete	Awaiting THR-Cleburne
Enhance Medical Services - Train three department personnel on advanced clinical practice for community paramedic program	Incomplete	CHP Training begins in May 2018
Develop Skills and Abilities of Personnel - Specialized training from Physicians on community specific medical issues	Complete	Ongoing with multiple specialized classes conducted
Manage Medical Resources - Construct central EMS supply room and office for EMS staff	Incomplete	Construction starts in May 2018

Manage Medical Resources - Evaluate Department technology and identify needs for new and replacement technology	Current upgrades completed to all charting software & hardware	Ongoing
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#### OTHER ACCOMPLISHMENTS FY 2018

- Fully integrated into Emergicon billing services
- Upgraded Paramedic & EMT Boot Camp training
- Began quarterly Quality Improvement meetings with THR Cleburne & all County providers
- Brought the second full time MICU Ambulance on line
- Taught our first Community wide “Stop the Bleed” course
- Took delivery of our second new ambulance

#### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Information sharing/Community Involvement	Teach “Stop the Bleed” classes for the community for free	Implementation Date	October 1, 2018
Aesthetic Enhancements/Quality of Life Programs	Teach “Stop the Bleed” classes for the teachers in the CISD	% of Progress	50%
Planning & Growth Management	Fully integrate Medical Supply into electronic management software	Implementation Date	November 1, 2018
Aesthetic Enhancements/Quality of Life Programs	Implement Community Health Paramedic Program	Implementation Date	January 1, 2019
Planning & Growth Management	Complete and open Central EMS Supply at Fire Admin	% of Progress	100%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Ambulance Responses	3,802	3,850	3,950
Ambulance Patient Transports	2,061	2,525	2,800
Percentage of Patients Transported vs. Ambulance Responses	54%	66%	71%
Revenue Collected	874,345.98	1,035,250	1,162,000
Average Collection Per Transport	366.60	410.00	415.00

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>COMMISSIONED OFFICERS</b>				
FIREFIGHTER	N/A	6	0	0
FF ENGINEER	N/A	1	0	0
<b>TOTAL</b>		<b>7</b>	<b>0</b>	<b>0</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

\* All personnel were transferred to the Fire Department, number 01-47, beginning with the FY18 budget.

**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	87,227	429,765	-	-	-	-	-
BENEFITS	25,367	176,452	-	-	-	-	-
SUPPLIES AND MATERIALS	44,231	104,862	149,500	133,400	151,000	-	151,000
M&R - LAND, STRUCTURES AND STREETS	19	543	22,300	22,300	10,800	-	10,800
M&R - EQUIPMENT AND VEHICLES	6,845	18,384	31,100	26,100	26,100	-	26,100
CONTRACTURAL AND MISC SERVICES	26,204	45,105	51,578	56,296	79,927	-	79,927
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	34,500	20,840	10,000	-	10,000
<b>01-46</b>	<b>\$ 189,893</b>	<b>\$ 775,111</b>	<b>\$ 288,978</b>	<b>\$ 258,936</b>	<b>\$ 277,827</b>	<b>\$ -</b>	<b>\$ 277,827</b>

# FIRE SERVICES SUMMARY

Department Number - 0147

Public Safety

## WHY DO WE EXIST?

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.

## WHAT DO WE DO?

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 first response, emergency medical transport, specialized rescue operations such as dive, high angle, swift water, and confined space, 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.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Deploy Fire Department Resources Effectively - Evaluate the need for additional stations to meet needs of anticipated growth	Not completed	Actively evaluating growth projections and possible needs

Manage Fire Department Resources Effectively - Develop specifications for new ladder truck and order replacement	Complete	May 1 <sup>st</sup> , 2018
Develop Skills and Abilities of Personnel - Increase specialized rescue training for fire personnel	Ongoing	Completed multiple classes with more scheduled
Manage Fire Department Resources Effectively - Evaluate Department technology and identify needs for new and replacement technology	Not complete	Goal FY 2019

#### OTHER ACCOMPLISHMENTS FY 2018

- Purchased new equipment to update the Fire Clown children’s safety program
- Began construction of a central supply room and training office
- Upgraded and refined the “Fire Boot Camp” training program
- Implemented 2<sup>nd</sup> Driver Training
- Began work on “Act-Up Position” task manuals

#### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Planning & Growth Management	Develop Skills and Abilities of Personnel – Update Training Room A/V to allow remote classes	Goal Date of Implementation	Summer 2019
Aesthetic Enhancements/Quality of Life Programs	Manage Fire Department Resources Effectively – Order replacement Aerial apparatus	Goal Date of Implementation	October 2018
Information Sharing/Community involvement	Develop Skills and Abilities of Personnel – Increase the number of	Goal Date of Implementation	January 2019

	Fire Clown children's programs		
Planning & Growth Management	Develop Skills and Abilities of Personnel – Update SOPs in pursuit of TFCA “Best Practices” department designation	Goal Date of Implementation	August 2019

**PERFORMANCE MEASURES**

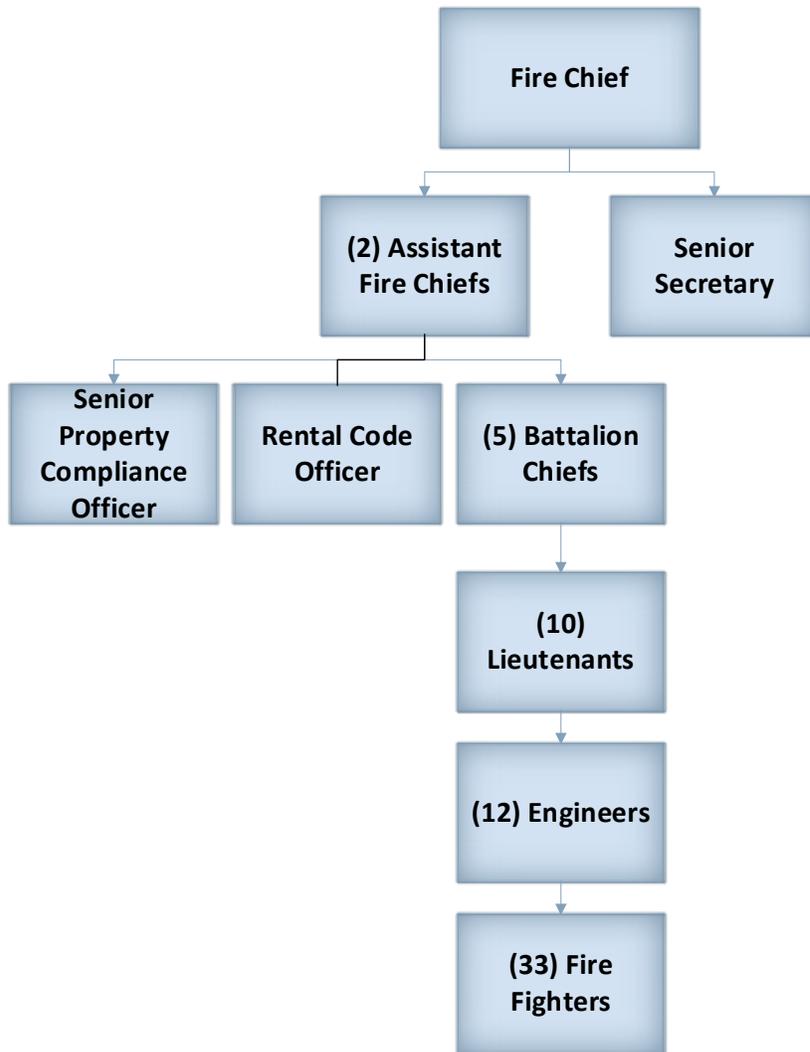
<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Building fires	42	42	42
Vehicle fires	20	15	15
All other fires	94	110	110
Hazardous conditions	150	200	215
Service calls	1,192	1,280	1,300
Emergency Medical Service – First Response	3,802	3,850	3,950
Emergency Medical Service – Ambulance Transports	2,061	2,525	2,800
Total Incident Responses	5,300	5,500	5,700
Average Response Time	5:23	5:05	5:00
Total Training Hours	9,567	15,120	15,120
Average Hours of Training per Firefighter	180	240	240
Citizens Attending Public Fire Safety Education	3,387	3,500	3,600
Fire Code Inspections	145	250	300
Building Standards Inspections	1,303	1,350	1,350
Fire Investigations	89	90	100

Alarm Test	38	50	50
Fixed Fire Suppression System Test	14	15	15
Fire Sprinkler Test	33	50	60
Natural Gas Pressure Test	21	40	50
Fire Drills	24	25	30

### PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
<b>COMMISSIONED OFFICERS</b>				
FIRE CHIEF	N/A	1	1	1
ASSISTANT CHIEF	N/A	2	2	2
BATTALION CHIEFS	N/A	5	5	5
LIEUTENANTS	N/A	9	9	9
FF ENGINEER	N/A	12	13	13
FIREFIGHTER	N/A	24	33	33
<b>NON-CIVIL SERVICE PERSONNEL</b>				
SENIOR PROPERTY COMPLIANCE OFFICER	22	1	1	1
RENTAL CODE OFFICER	20	0	1	1
SENIOR SECRETARY	17	1	1	1
<b>TOTAL</b>		<b>55</b>	<b>66</b>	<b>66</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

\* All Personnel previously in the Ambulance Department, department 01-46, were transferred to the Fire Department budget in FY 2018.



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	4,013,510	4,131,884	4,791,533	4,677,468	4,798,980	-	4,798,980
BENEFITS	1,941,031	1,869,151	2,296,884	2,152,474	2,265,377	-	2,265,377
SUPPLIES AND MATERIALS	220,989	190,512	211,050	210,550	215,250	-	215,250
M&R - LAND, STRUCTURES AND STREETS	50,256	28,780	19,533	19,533	19,533	-	19,533
M&R - EQUIPMENT AND VEHICLES	130,591	137,356	111,270	110,560	104,170	3,220	107,390
CONTRACTURAL AND MISC SERVICES	274,395	299,633	428,157	448,507	467,122	-	467,122
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	23,800	27,542	-	-	-	15,608	15,608
<b>01-47</b>	<b>\$ 6,654,572</b>	<b>\$ 6,684,858</b>	<b>\$ 7,858,427</b>	<b>\$ 7,619,092</b>	<b>\$ 7,870,432</b>	<b>\$ 18,828</b>	<b>\$ 7,889,260</b>

# ENVIRONMENTAL HEALTH / CODE ENFORCEMENT SUMMARY

Department Number - 0148  
Public Safety

## WHY DO WE EXIST?

To help maintain systemic growth, improvement, rehabilitation, safety, health and general welfare of our community, as a whole.

## WHAT DO WE DO?

The Environmental Health / Code Enforcement Department is responsible for minimizing risks in regards to public health and the local environment by the inspecting and monitoring all food establishments, temporary events, child care centers, public schools, commercial swimming pools, hotel/motels, substandard structures and all other public nuisances. We also assist in Emergency Management, emergency calls and community events.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Update City webpage to post health inspection scores online for the general public and City staff to view	Complete	FY2018
Increase the number of tax sales through coordination with the tax attorney to reduce the number of abandoned tax properties the city is required to maintain	In Process	Goal FY2019
Increase productivity, operate more efficiently, increase team/staff, obtain software & aim to develop an actual dept while cleaning up the city	Incomplete Code Enforcement split into separate department	N/A
Lower overall repeat violations/offenders: Be proactive vs reactive	In process	Continual
Increase Revenue: Update fee schedule	In process	Goal FY2019

## OTHER ACCOMPLISHMENTS FY 2018

- Successfully split code enforcement and environmental health into separate departments.

- Increased health inspections to a minimum of twice a year, but plan to do risk based with adoption of new ordinances.
- Participated in Buffalo Creek Cleanup, Keep Cleburne Beautiful, Hazardous Household Waste events
- Improved Building & Standards Processes.
- Implemented Swimming Pool Permit Fees.
- Updated and adopted all health ordinances.

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Planning & Growth Management	Increase productivity, operate more efficiently, utilize fire reporting system to track inspections, improve health website	% of Progress	100%
Aesthetic Enhancements	Continue to improve and simplify B&S Process and clean up deteriorated structures	% of Progress	100%
Planning & Growth Management	Increase Revenue: Update fee schedule	% of Progress	100%

PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
<b>Complaints:</b>			
Appliances in yards	17	N/A	N/A
Brush / Trees	24	N/A	N/A
Building & Standard Cases	98	88	80
Day Care Complaints	0	1	0

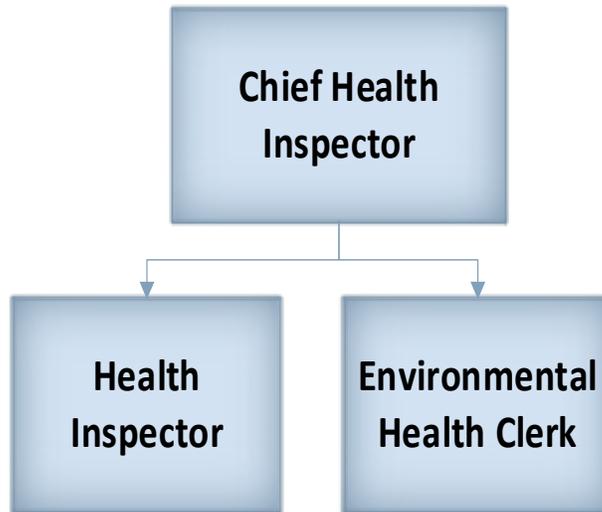
Deteriorated Structures (fences, sheds, etc) <i>Notice To Repair</i>	99	100	120
Drought Notices	0	N/A	N/A
Food services	67	60	58
Graffiti	5	N/A	N/A
Grass & weeds	553	N/A	N/A
Household furniture (stored outside)	6	N/A	N/A
Illegal dumping	60	N/A	N/A
Inoperable/Junk vehicles	120	N/A	N/A
Miscellaneous	30	N/A	N/A
Mosquito complaints ( <i>most are in regards to stagnant pools</i> )	0	10	10
Pool complaints ( <i>stagnant/residential</i> )	7	N/A	N/A
Public Schools	0	0	0
Sewers & grease traps	3	15	15
Signs	4	N/A	N/A
Tax/Foreclosure property maintenance	919	714	700
Trash & Debris	271	N/A	N/A
Unsanitary conditions (sewer & misc. complaints)	41	N/A	N/A
View obstructions	10	N/A	N/A
Zoning	21	N/A	N/A
<b>Total Complaints</b>	<b>2,353</b>	<b>988</b>	<b>983</b>

<b>Inspections:</b>			
Building & Standards inspections	312	275	265
Certificate of Occupancy	2	N/A	N/A
Code enforcement trips	7,059	N/A	N/A
Day care	20	22	21
Food establishments	287	574	600
Foster homes	10	10	8
Hotel / Motel	26	25	25
Mosquito abatement	0	0	0
Plan reviews	38	32	35
Public schools	18	22	22
Public swimming pools ( <i>insp &amp; complaints</i> )	33	45	42
Specific use permits	22	12	12
Temporary food events	116	115	120
<b>Total Inspections</b>	<b>7,943</b>	<b>1,132</b>	<b>1,150</b>

PERSONNEL TABLE

FULL TIME	PAY GRADE	2017	2018	2019
CHIEF HEALTH INSPECTOR	25	1	1	1
HEALTH INSPECTOR	20	1	1	1
CODE COMPLIANCE OFFICER	19	1	2	0
CLERK	14	1	1	1
<b>TOTAL</b>		<b>4</b>	<b>5</b>	<b>3</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

\*Code Compliance Officers were moved to a separate department, 01-42, for the FY2019 budget.



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	240,407	214,772	306,208	258,988	159,905	-	159,905
BENEFITS	118,481	107,476	160,791	119,304	80,809	-	80,809
SUPPLIES AND MATERIALS	5,090	3,675	11,000	8,634	8,900	-	8,900
M&R - LAND, STRUCTURES AND STREETS	-	-	-	325	-	-	-
M&R - EQUIPMENT AND VEHICLES	2,442	2,652	2,938	2,938	3,060	-	3,060
CONTRACTURAL AND MISC SERVICES	39,123	45,665	65,474	45,805	54,400	-	54,400
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-48</b>	<b>\$ 405,543</b>	<b>\$ 374,240</b>	<b>\$ 546,411</b>	<b>\$ 435,994</b>	<b>\$ 307,074</b>	<b>\$ -</b>	<b>\$ 307,074</b>

# BOOKER T.WASHINGTON COMMUNITY AND RECREATION CENTER SUMMARY

Department Number - 0150

Public Services

## WHY DO WE EXIST?

Booker T Washington Community and Recreation Center exists to provide the community with a facility, where they can exercise, have fun, and learn, at an affordable price.

## WHAT DO WE DO?

Booker T. Washington Community and Recreation Center, located at 100 Mansfield Road, 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 computer room. 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.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Increase previous years revenue by 20%	Incomplete	Re-evaluating Goal
Increase class program participation by 25%	Incomplete	Re-evaluating Goal
Increase employee memberships by 25%	Incomplete	Re-evaluating Goal
Increase number of programs	Ongoing	Continual
Increase employee memberships	Ongoing	Continual

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

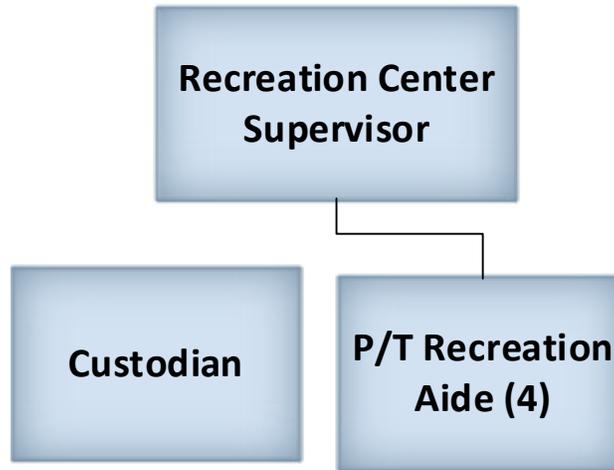
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Aesthetic Enhancement/Quality of Life Programs	Develop relationships with outside organizations to provide new programs	By number	5

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Attendance at recreation center	21,238	20,000	21,000
Annual passes	1,988	2,000	2,100
Facility rentals	113	120	125
Recreational programs	4	1	6
Community events	1	0	1

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
RECREATION CENTER SUPERVISOR	17	1	1	1
CUSTODIAN	11	0.5	0.5	0.5
<b>TOTAL</b>		<b>1.5</b>	<b>1.5</b>	<b>1.5</b>
<b>PART TIME</b>	<b>PAY GRADE</b>			
RECREATION AIDE	N/A	4	4	4
<b>TOTAL</b>		<b>4</b>	<b>4</b>	<b>4</b>



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	116,157	107,032	130,661	126,955	122,278	-	122,278
BENEFITS	60,822	52,123	55,397	40,937	51,579	-	51,579
SUPPLIES AND MATERIALS	30,055	34,210	34,000	36,208	35,900	3,000	38,900
M&R - LAND, STRUCTURES AND STREETS	12,558	7,402	6,500	6,500	6,500	-	6,500
M&R - EQUIPMENT AND VEHICLES	2,015	3,469	6,300	6,461	5,350	-	5,350
CONTRACTURAL AND MISC SERVICES	7,097	6,615	17,721	14,271	16,921	-	16,921
MISC & SUNDRY EXPENSES	3,856	8,539	4,000	1,500	1,750	-	1,750
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-50</b>	<b>\$ 232,560</b>	<b>\$ 219,390</b>	<b>\$ 254,579</b>	<b>\$ 232,833</b>	<b>\$ 240,279</b>	<b>\$ 3,000</b>	<b>\$ 243,279</b>

# CEMETERY SUMMARY

Department Number - 0152

Public Services

## WHY DO WE EXIST?

To provide a resting place for the past, present and future Johnson County residences with integrity, compassion, and respect at the forefront of all we do.

## WHAT DO WE DO?

The goals of the Cemetery staff are to maintain the property in a professional manner. The staff will provide quality customer services including providing information to the public regarding burial locations and City Ordinances or any other information as requested. The staff will assist the public in purchasing cemetery burial spaces. These services are provided Monday through Friday, from 8 a.m. to 5 p.m. The office hours are 8 a.m. to 5 p.m., Monday through Friday. The Cemetery phone number is 817-645-0954.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Begin repairs to roads and curbing	Incomplete	Goal FY 2019
Install drainage to three burial areas in Green Lawn that have drainage issues due to new sidewalks	Incomplete	Goal FY 2019
Establish new burial plots for infant interments	Incomplete	Goal FY 2019
Establish new burial plots for adult interments	Incomplete	Goal FY 2019
Continue to add burial spaces	Ongoing	Continual

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

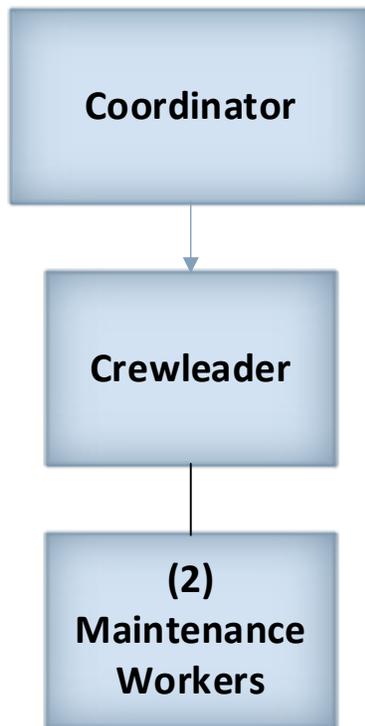
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Planning & Growth Management	Continue to develop and add burial spaces	Number	50
Public Infrastructure Enhancements	Paint and repair exterior Cemetery offices	% of Progress	100%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Interments opened	170	180	190
Spaces sold	109	100	100

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
CEMETERY COORDINATOR	17	0	1	1
CEMETERY FOREMAN	17	1	0	0
CREWLEADER	15	0	1	1
CLERK	11	1	0	0
MAINTENANCE WORKER	11	2	2	2
<b>TOTAL</b>		<b>4</b>	<b>4</b>	<b>4</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	143,695	146,954	163,507	153,959	169,591	-	169,591
BENEFITS	83,501	80,226	85,047	93,177	106,900	-	106,900
SUPPLIES AND MATERIALS	20,774	13,064	21,200	19,715	23,215	-	23,215
M&R - LAND, STRUCTURES AND STREETS	8,427	9,806	18,700	9,200	21,700	-	21,700
M&R - EQUIPMENT AND VEHICLES	4,338	4,245	5,300	4,622	4,500	-	4,500
CONTRACTURAL AND MISC SERVICES	11,850	10,005	10,889	11,687	8,698	-	8,698
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-52</b>	<b>\$ 272,585</b>	<b>\$ 264,300</b>	<b>\$ 304,643</b>	<b>\$ 292,360</b>	<b>\$ 334,604</b>	<b>\$ -</b>	<b>\$ 334,604</b>

# PARKS & RECREATION SUMMARY

Department Number - 0153

Public Services

## WHY DO WE EXIST?

Parks & Recreation exists to serve the citizens of Cleburne with quality of life facilities and to promote health, wellness, education and recreational opportunities in the community.

## WHAT DO WE DO?

The Parks and Recreation department is responsible for the maintenance and repair of City parks, facility grounds and irrigation related to each. We strive to provide a recreational avenue of fun, exercise and sense of community throughout Cleburne. We provide outdoor gathering places for individuals, families and groups.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Increase community awareness and promote all departments within the Parks division	Ongoing	Continual
Develop disc golf course at Byron Stewart Park	Postponed	N/A
Update Parks, Recreation, and Open Space master plan	Ongoing	Continual
Continue parks and recreation outreach programs with underserved groups within the community	Ongoing	Continual
Work with Park Board to develop & implement a cost recovery policy for Parks & Recreation	Incomplete	GOAL FY 2019
Construct additional picnic pavilions throughout parks system	Postponed	N/A

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

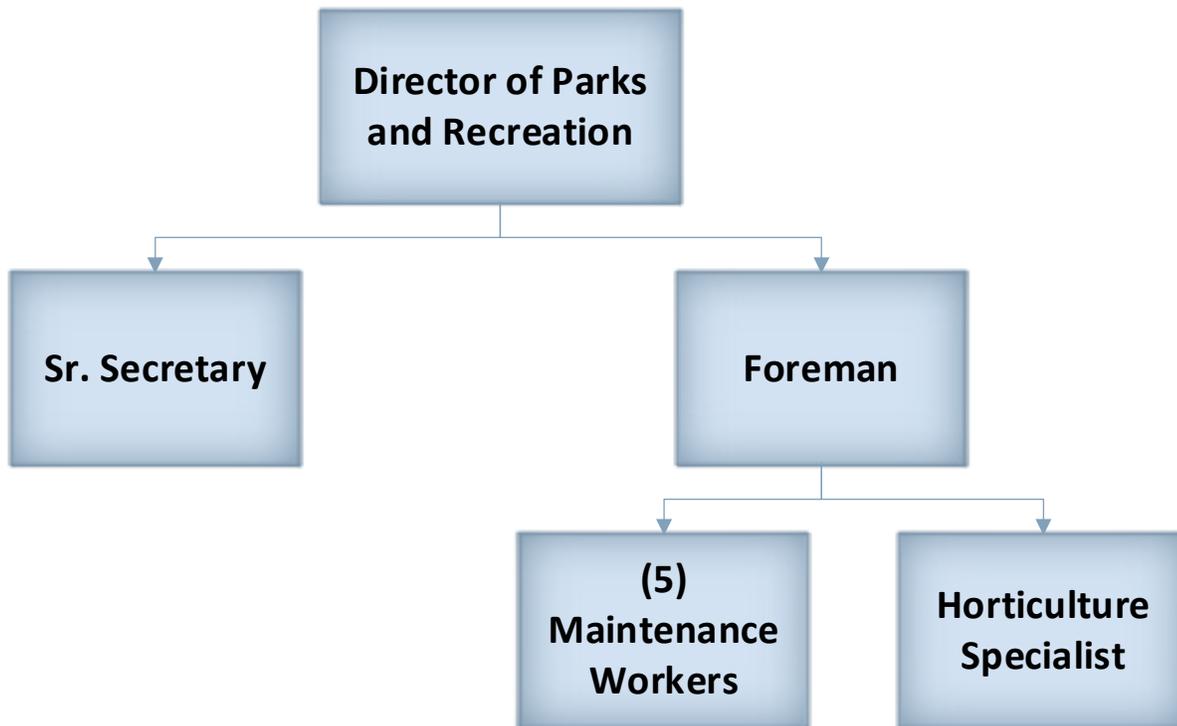
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY2019</b>
Aesthetic Enhancement/Quality of Life Program	Continue to enhance details at our parks by painting fencing, identifying parking areas and adding additional picnic tables	% of Progress	20% of Completion
Aesthetic Enhancement/Quality of Life Program	Upgrade Park lighting for recreational activities and along walking trails	% of Progress	50% of Completion

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Acreage of parks	267	267	267
Number of parks	17	17	17
Special Events Supported	20	20	20

**PERSONNEL SCHEDULE**

DIRECTOR OF PARKS AND RECREATION	N/A	0.5	0.5	0.5
FOREMAN	17	0.5	0.5	1
SENIOR SECRETARY	17	1	1	1
CREWLEADER	15	0	1	0
HORTICULTURE SPECIALIST	15	0	0	1
MAINTENANCE WORKER	11	6	5	5
<b>TOTAL</b>		<b>8</b>	<b>8</b>	<b>8.5</b>
<b>PART TIME</b>		<b>1</b>	<b>1</b>	<b>0</b>



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL REQUESTS FY 2019	BUDGET REQUESTS FY 2019
SALARIES AND WAGES	361,559	330,030	368,476	327,150	379,339	-	379,339
BENEFITS	204,734	170,461	190,582	168,017	238,124	-	238,124
SUPPLIES AND MATERIALS	157,823	138,099	154,860	161,660	157,160	-	157,160
M&R - LAND, STRUCTURES AND STREETS	30,810	25,473	31,000	33,600	37,100	-	37,100
M&R - EQUIPMENT AND VEHICLES	21,325	55,594	18,500	18,500	22,000	-	22,000
CONTRACTURAL AND MISC SERVICES	51,762	68,740	89,598	88,746	53,435	-	53,435
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	283,926	150,526	17,000	17,000	-	61,000	61,000
CAPITAL OUTLAY - EQUIPMENT	-	-	18,000	18,000	-	187,500	187,500
<b>01-53</b>	<b>\$ 1,111,939</b>	<b>\$ 938,924</b>	<b>\$ 888,016</b>	<b>\$ 832,672</b>	<b>\$ 887,158</b>	<b>\$ 248,500</b>	<b>\$ 1,135,658</b>

# GOLF SUMMARY

Department Number - 0155  
Public Services

## WHY DO WE EXIST?

Cleburne Golf Links exists to provide a great product to our community and its people, as well as the surrounding areas. We pride ourselves on great golf course conditions, excellent customer service, and affordable rates.

## WHAT DO WE DO?

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 grille.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Continue to improve entertainment value by improving our outdoor event venues	Incomplete	Goal FY19
Become the Top Rated public golf course in the North Texas area	Incomplete	Goal FY19
Add music stage and book outside entertainment events	Incomplete	Goal FY19
Complete Final installment sand bunkers on the golf course bringing the total to around 30-35 playable bunkers or waste areas.	Incomplete	Goal FY19

OTHER ACCOMPLISHMENTS FY 2018

- Received honorable mention in Avid Golfer Magazine for best public courses

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

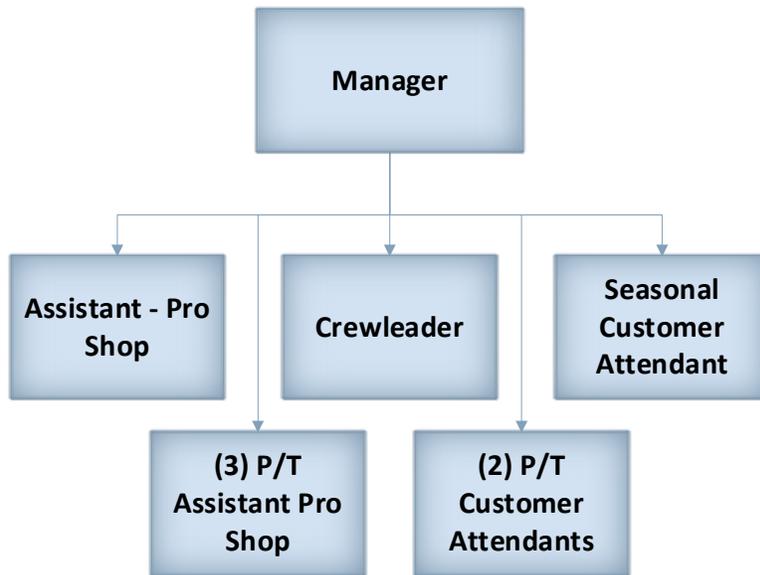
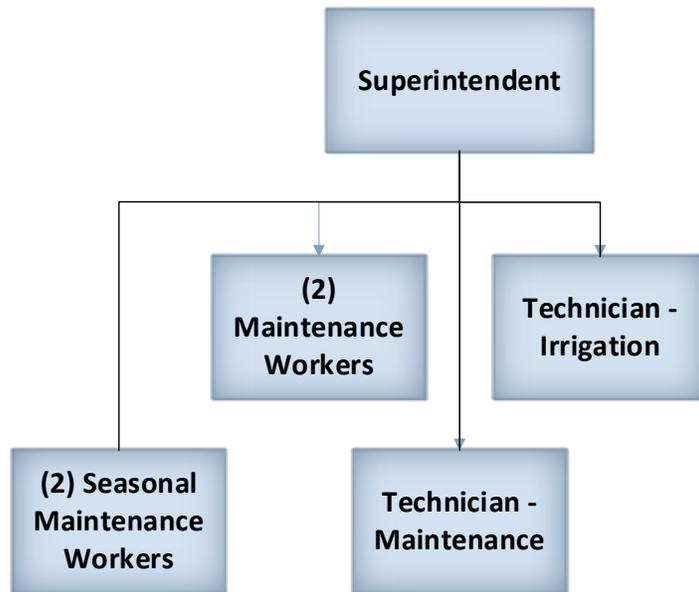
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Aesthetic Enhancements/Quality of Life Programs	Take over advertising campaign for tee signs	% of Progress	100%

PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Rounds of golf played	26,358	28,000	28,000

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
SUPERINTENDENT	25	1	1	1
MANAGER	21	1	1	1
MAINTENANCE TECHNICIAN	17	1	1	1
CREWLEADER	15	0	0	1
IRRIGATION TECHNICIAN	12	1	1	1
ASSISTANT PRO SHOP	11	1	1	1
MAINTENANCE WORKER	11	2	2	2
CUSTOMER ATTENDANT	10	1	1	0
TOTAL		8	8	8
PART TIME	PAY GRADE			
P/T CUSTOMER ATTENDANT	N/A	2	2	2
P/T ASSISTANT PRO SHOP	N/A	3	3	3
TOTAL		5	5	5
SEASONALS	PAY GRADE			
SEASONAL CUSTOMER ATTENDANT	N/A	1	1	1
SEASONAL MAINTENANCE WORKER	N/A	2	2	2
TOTAL		3	3	3



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	433,381	407,998	427,175	424,831	442,512	-	442,512
BENEFITS	197,271	174,798	199,140	186,622	219,888	-	219,888
SUPPLIES AND MATERIALS	113,203	131,758	122,100	129,000	125,000	-	125,000
M&R - LAND, STRUCTURES AND STREETS	41,669	40,186	42,000	33,500	32,000	15,000	47,000
M&R - EQUIPMENT AND VEHICLES	15,900	14,013	12,900	15,800	15,500	-	15,500
CONTRACTURAL AND MISC SERVICES	127,386	214,053	247,128	233,410	233,506	-	233,506
MISC & SUNDRY EXPENSES	135,105	146,157	136,000	136,000	136,000	-	136,000
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	30,994	-	-	-	18,200	18,200
<b>01-55</b>	<b>\$ 1,063,913</b>	<b>\$ 1,159,957</b>	<b>\$ 1,186,443</b>	<b>\$ 1,159,163</b>	<b>\$ 1,204,405</b>	<b>\$ 33,200</b>	<b>\$ 1,237,605</b>

# MUNICIPAL SWIMMING POOL SUMMARY

Department Number - 0156

Public Services

## WHY DO WE EXIST?

Splash Station exists to provide to the public an affordable, fun, safe, family oriented facility.

## WHAT DO WE DO?

The Municipal Swimming Pools department operates Splash Station located at 1010 Hillsboro Street. Hours of operation differ throughout the year 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 two lap lanes for afternoon fit swim. Splash Station also offers a large pavilion, gift shop, concession stand, and an abundance of shade.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Increase revenue by 20% by continuing to advertise our facility, providing excellent customer service and continuing to improve our facility overall	Incomplete	Re-evaluating Goal
Increase our winter and summer programs by 25%	Incomplete	Goal FY 2019
To increase summer passes by 25	Incomplete	Goal FY 2019
Increase winter programs by 5 classes	Incomplete	Re-evaluating Goal

## OTHER ACCOMPLISHMENTS FY 2018

- Refinished both water slides and made repairs to start tubs.
- Opened winter for patrons without having a dome.

- Repaired damaged water line in pump room.

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

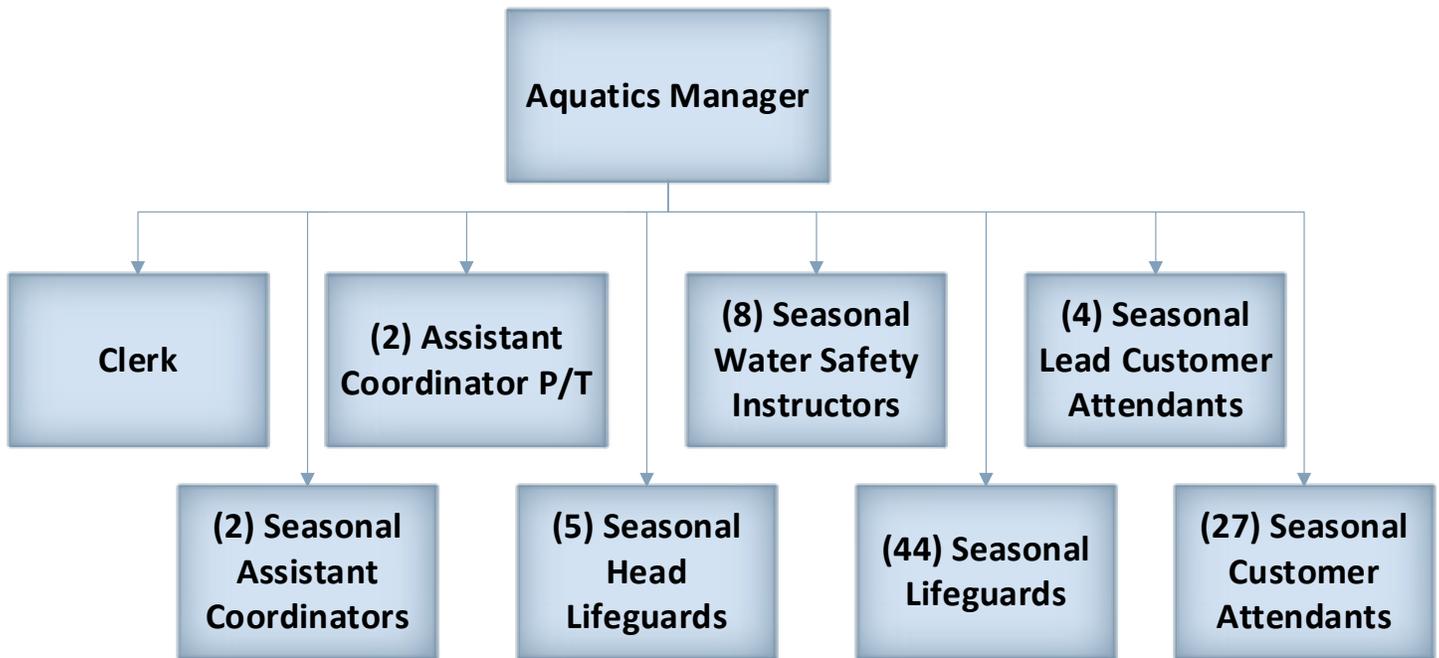
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Aesthetic Enhancements/Quality of Life Programs	Continue to increase summer programs for the public	Number	15
Aesthetic Enhancements/Quality of Life Programs	Increase overall revenue by 5%	Number	\$345,680.00

PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Attendance at water facilities	32,060	35,000	38,000
Number of passes issued (summer and annual)	321	356	360
Number of party rentals	75	75	85
Number of summer swim lessons	362	350	375
Number of winter swim lessons	26	15	30
Number of summer classes	11	12	15
Number of winter classes	5	1	10

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
AQUATICS MANAGER	20	1	1	1
CLERK	11	1	1	1
<b>TOTAL</b>		2	2	2
<b>PART TIME</b>				
ASSISTANT COORDINATOR		2	2	2
<b>TOTAL</b>		2	2	2
<b>SEASONAL</b>				
SEASONAL LIFEGUARD		44	44	44
SEASONAL WATER SAFETY INSTRUCTOR		8	8	8
SEASONAL ASSISTANT COORDINATOR		2	2	2
SEASONAL HEAD LIFEGUARD		5	5	5
SEASONAL CUSTOMER ATTENDANT		27	27	27
SEASONAL LEAD CUSTOMER ATTENDANT		4	4	4
<b>TOTAL</b>		90	90	90
<b>TOTAL FULL TIME, PART TIME AND SEASONAL</b>		94	94	94



**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	347,645	375,498	400,532	390,775	404,218	-	404,218
BENEFITS	63,378	66,625	88,911	81,922	86,279	-	86,279
SUPPLIES AND MATERIALS	155,517	142,627	172,640	171,300	171,400	6,850	178,250
M&R - LAND, STRUCTURES AND STREETS	10,593	5,835	11,800	11,500	11,300	-	11,300
M&R - EQUIPMENT AND VEHICLES	29,005	30,235	33,300	28,550	28,550	1,000	29,550
CONTRACTURAL AND MISC SERVICES	22,571	23,859	41,670	30,510	34,010	4,000	38,010
MISC & SUNDRY EXPENSES	65,707	63,536	65,000	65,000	65,000	-	65,000
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	16,336	-	-	-	-	-
<b>01-56</b>	<b>\$ 694,415</b>	<b>\$ 724,550</b>	<b>\$ 813,853</b>	<b>\$ 779,557</b>	<b>\$ 800,757</b>	<b>\$ 11,850</b>	<b>\$ 812,607</b>

# SPORTS COMPLEX SUMMARY

Department Number - 0157

Public Services

## WHY DO WE EXIST?

Construction of this facility served to provide recreational opportunities for the youth of Cleburne and surrounding communities.

## WHAT DO WE DO?

The Cleburne Sports Complex offers high quality sports and recreational facilities including two football fields, seven baseball fields and 20 soccer fields.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Increase regional tournament presence and host more tournaments by marketing our complex with the assistance of the Chamber of Commerce	Ongoing	Continual
Upgrade irrigation system controls to maximize water conservation and efficiency	Complete	July 2017
Continue to make drainage improvements on soccer fields that currently have no crown on them	Ongoing	Continual
Finish re-contouring fields #2, 4 & 6 to improve condition and drainage	Complete	February 2018
Continue to make drainage improvements on soccer fields that currently have no crown on them	Ongoing	Continual

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

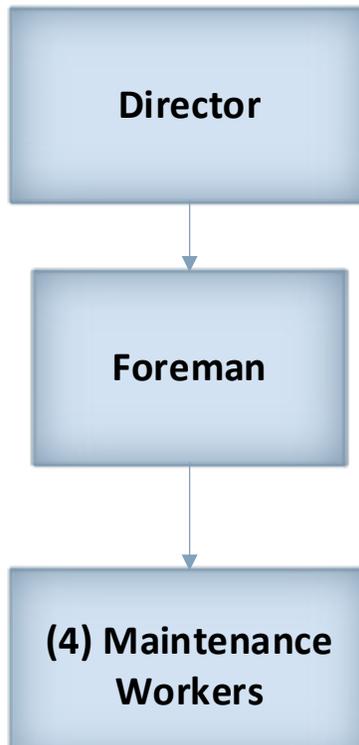
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Aesthetic Enhancements/Quality of Life Programs	Repairs to Concession and Restrooms facilities in Complex (Masonry, Doors, Locks & Plumbing)	% of Completion	100%
Aesthetic Enhancements/Quality of Life Programs	Lighting upgrades (stadium, roadway and parking lot lights)	% of Completion	100%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Acres Maintained	90	90	90
Number of Youth Sports Participants	2,060	2,100	2,200
Number of Tournaments	3	8	10

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
DIRECTOR OF PARKS AND RECREATION	N/A	0.5	0.5	0.5
FOREMAN	17	0.5	1	1
MAINTENANCE WORKER	11	5	4	4
<b>TOTAL</b>		<b>6</b>	<b>5.5</b>	<b>5.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	259,216	227,455	230,634	216,585	242,148	-	242,148
BENEFITS	139,726	109,423	139,859	103,065	140,087	-	140,087
SUPPLIES AND MATERIALS	99,492	98,929	106,325	104,825	107,825	-	107,825
M&R - LAND, STRUCTURES AND STREETS	38,503	31,142	40,000	40,000	41,000	-	41,000
M&R - EQUIPMENT AND VEHICLES	11,318	10,209	12,000	11,000	11,000	-	11,000
CONTRACTURAL AND MISC SERVICES	4,139	4,862	10,180	19,203	22,803	-	22,803
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-57</b>	<b>\$ 552,395</b>	<b>\$ 482,020</b>	<b>\$ 538,998</b>	<b>\$ 494,678</b>	<b>\$ 564,863</b>	<b>\$ -</b>	<b>\$ 564,863</b>

# BUILDING MAINTENANCE SUMMARY

Department Number -0161

Public Services

## WHY DO WE EXIST?

To provide building maintenance and custodial services to all city facilities.

## WHAT DO WE DO?

Building Maintenance is responsible for daily maintenance and repair of city owned facilities. They also provide janitorial services for multiple facilities. They aim to address repair issues in a timely manner and keep facilities safe, clean and comfortable for employees and patrons.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Continue replacing aging A/C units throughout various City facilities as funding allows	Ongoing	Continual
Elevator updates at City Hall	Completed	3/2018
Renovate IT Building exterior improving building envelope with caulk, paint, etc.	Incomplete	Goal FY 2019

### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Aesthetic Enhancements/Quality of Life Programs	Replace aging HVAC Units throughout the city	Number of Units	5 - 10
Aesthetic Enhancements/Quality of Life Program	Repair/replace roofs on city buildings	Number of Repairs	1 - 3
Aesthetic Enhancements/Quality of Life Programs	Repair/replace flooring to maintain safety	Number of Floors	2

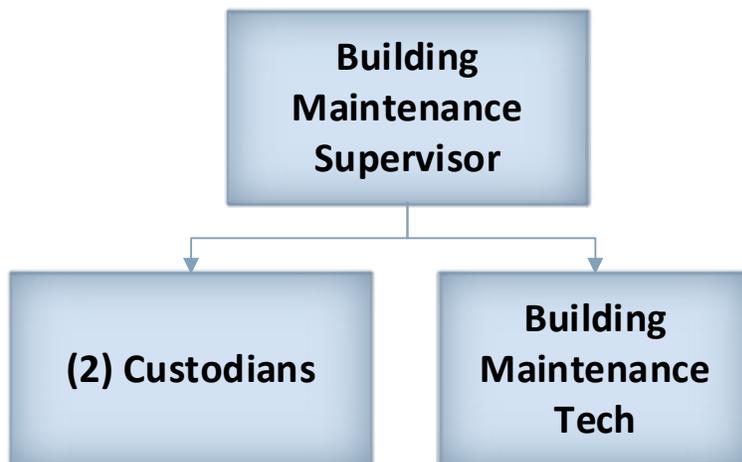
**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2018</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Number of City Facilities	40	40	40
Building Maintenance areas maintained	255,367 sq ft	255,367 sq ft	255,367 sq ft
Janitorial areas maintained	136,596 sq ft	136,596 sq ft	136,596 sq ft
Completed work orders	*	450	450

\*Information not available for the period.

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
SUPERVISOR	17	1	1	1
BUILDING MAINTENANCE TECH	15	0	1	1
CUSTODIAN	11	2.5	1.5	1.5
<b>TOTAL</b>		<b>3.5</b>	<b>3.5</b>	<b>3.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	130,720	152,480	138,574	135,538	146,154	-	146,154
BENEFITS	83,974	90,114	95,961	103,425	93,258	-	93,258
SUPPLIES AND MATERIALS	115,935	69,815	74,046	73,646	74,850	-	74,850
M&R - LAND, STRUCTURES AND STREETS	179,697	130,795	251,002	181,590	143,400	152,790	296,190
M&R - EQUIPMENT AND VEHICLES	1,773	750	3,821	3,830	4,300	-	4,300
CONTRACTURAL AND MISC SERVICES	4,324	17,469	18,135	18,271	19,596	-	19,596
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-61</b>	<b>\$ 516,423</b>	<b>\$ 461,423</b>	<b>\$ 581,539</b>	<b>\$ 516,300</b>	<b>\$ 481,558</b>	<b>\$ 152,790</b>	<b>\$ 634,348</b>

# CLEBURNE CONFERENCE CENTER SUMMARY

Department Number – 0162

Public Services

## WHY DO WE EXIST?

To provide the community with a multi-event facility that supports our community, businesses growth, bring visitors into our town that will utilize our parks, restaurants, hotels etc. with overnight stays and repeat business.

## WHAT DO WE DO?

The Cleburne Conference Center operates under contract with the Cleburne Chamber of Commerce to handle all management and operations in the facility. 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 fees as approved by the City Council to cover the maintenance and operating costs of the facility.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Replace house lighting in Performing Arts Theatre	Completed	2/2018
Update rental rates to bring the Conference Center in line with current pricing standards to work towards a positive gross profit margin.	Completed	3/2018
To re-structure fees and rental rules so that they are easier to understand by the rental customer.	Completed	3/2018
Bring in at least one new booking to the facility multi-day event calendar.	Completed	1/2018
Expand September bridal show	Incomplete	Goal FY 2019

## OTHER ACCOMPLISHMENTS FY 2018

- Booked Wood Carvers Guild into year 2020 – this is a weeklong event in the Exhibit Hall
- Booked multi-day Tattoo Expo for the following year, expect expansion from previous expo

- Other multi-day events include NETA 65 (Northeast Texas Area 65 of Alcoholics Anonymous) and the Joshua Dance Team Regional Competition

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Planning & Growth Management	Feasibility Study for licensing facility for alcohol sales	% of Progress	10%
Planning & Growth Management	Retain multi-day events from year to year	Ongoing	Continual
Planning & Growth Management	Work with Chamber of Commerce to expand our customer base	Ongoing	Continual
Planning & Growth Management	Promote and raise awareness of services and products available to ensure successful conventions	Ongoing	Continual

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Annual number of reservations	1,261	1,150	1,175
Annual rental revenue generated	\$151,498	\$158,000	\$178,387

**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	-	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-	-
SUPPLIES AND MATERIALS	91,039	86,054	86,250	82,000	85,500	-	85,500
M&R - LAND, STRUCTURES AND STREETS	20,848	89,503	17,000	20,814	23,110	-	23,110
M&R - EQUIPMENT AND VEHICLES	9,218	6,325	13,300	13,800	10,000	-	10,000
CONTRACTURAL AND MISC SERVICES	236,815	283,641	288,125	298,532	310,930	-	310,930
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	19,405	-	-	-	-	-	-
<b>01-62</b>	<b>\$ 377,325</b>	<b>\$ 465,524</b>	<b>\$ 404,675</b>	<b>\$ 415,146</b>	<b>\$ 429,540</b>	<b>\$ -</b>	<b>\$ 429,540</b>

# LIBRARY SUMMARY

Department Number - 0163

Public Services

## WHY DO WE EXIST?

The library is a public service department committed to enriching the quality of life for the community through various resources, programs and services.

## WHAT DO WE DO?

The Cleburne Public Library meets the informational and recreational needs of the community through a variety of formats such as books, materials, services, and programs. We provide programming for children, teens and adults designed to teach early literacy skills, facilitate learning, and promote a love of reading. The library also provides current electronic resources that assist in acquiring new skills, research, and job searching. Instructional classes

are held to improve computer and technology proficiencies. We partner with community agencies and school districts to ensure all segments of the community are reached. Homebound delivery of materials are also provided. The library is open to the public 48 hours per week, including evening hours on Monday & Thursday.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Continue to increase visibility through community outreach. Continue to expand partnerships with school district, social service agencies, and adult education.	Ongoing	Continual
Continue adult and teen programming thru author events and other age appropriate programs.	Ongoing	Continual
Increase circulation of library materials by 5%. Evaluate and adjust formats accordingly (books, downloads, subscriptions, and remote access databases.)	Ongoing	Continual
Increase technology assistance and training through additional computer classes. Increase computer instruction offerings and weekly attendance by 5%	Incomplete	Goal FY 2019

Leverage resources to expand partnerships and outreach with additional educational and social agencies. Increase outreach by 2%.	Ongoing	Continual
Increase circulation by providing a current and easily accessible collection. Purchasing more e-Books and other materials that community desires. Projected increase of 3%	Ongoing	Continual
Increase attendance at youth programs including STEAM/maker lab by 5%.	Completed	June 2018
Public computer upgrades as budget allows. Addition of mobile printing software.	Ongoing	Continual
To ensure efficiency in customer service and current technologies staff will exceed 12 hours of CE.	Completed	September 2018
Increase technology assistance and training through additional computer classes. Increase computer instruction offerings and weekly attendance by 5%	Ongoing	Continual

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	METHOD	TARGET FY 2019
Aesthetic Enhancements/Quality of Life Programs	Partnerships and outreach with educational and social agencies: percentage Increase of outreach	% of Progress	2%
Aesthetic Enhancements/Quality of Life Programs	Increase circulation by providing a current and easily accessible collection. Purchasing more e-Books and other materials that community desires.	% of Progress	2%
Aesthetic Enhancements/Quality of Life Programs	Youth program attendance: percent increase in participation in programs such as Storytime, Maker Lab, etc.	% of Progress	2%

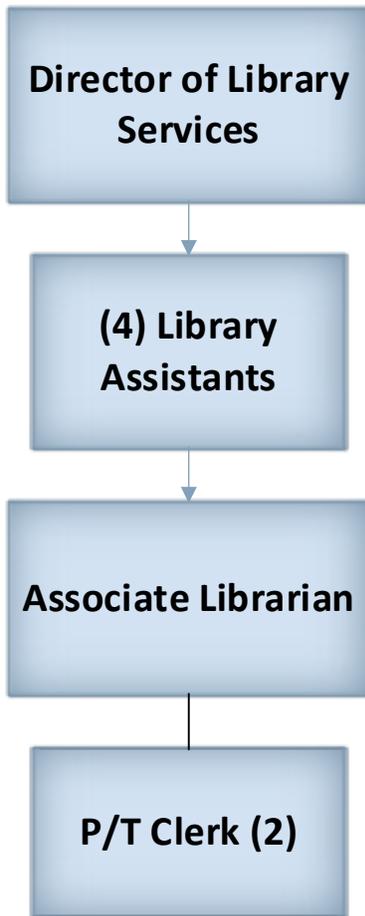
Aesthetic Enhancements/Quality of Life Programs	Summer reading program participation: percent increase in youth, teen, & adult	% of Progress	2%
Aesthetic Enhancements/Quality of Life Programs	Adult and teen program attendance: percent Increase in program participation.	% of Progress	2%
Aesthetic Enhancements/Quality of Life Programs	Increase technology assistance and training through additional computer instruction offerings and weekly attendance	% of Progress	2%
Aesthetic Enhancements/Quality of Life Programs	Increase percentage of youth cardholders	% of Progress	2%

#### PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Circulation of materials	123,000	124,500	126,000
Library visits	127,000	129,500	131,500
Program attendance	11,100	11,500	11,700
Computer Usage	33,900	34,000	34,225
New Card Holders	1,621	1,650	1,700

#### PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
DIRECTOR OF LIBRARY SERVICES	30	0	1	1
LIBRARY MANAGER	30	1	0	0
ASSOCIATE LIBRARIAN	20	1	1	1
LIBRARY ASSISTANT	12	4	4	4
TOTAL		6	6	6
PART TIME	PAY GRADE			
PART TIME		1	1	2
TOTAL		1	1	2



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	290,995	317,571	328,100	327,375	358,481	-	358,481
BENEFITS	132,405	136,326	149,145	156,826	150,898	-	150,898
SUPPLIES AND MATERIALS	18,190	33,909	35,000	35,000	32,750	2,500	35,250
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	1,500	-	1,500
M&R - EQUIPMENT AND VEHICLES	7,639	7,781	9,725	7,808	9,200	-	9,200
CONTRACTURAL AND MISC SERVICES	36,862	47,170	49,230	48,911	49,470	-	49,470
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	28,791	30,437	31,500	31,500	31,500	-	31,500
<b>01-63</b>	<b>\$ 514,882</b>	<b>\$ 573,194</b>	<b>\$ 602,700</b>	<b>\$ 607,421</b>	<b>\$ 633,799</b>	<b>\$ 2,500</b>	<b>\$ 636,299</b>

# MUSEUM SUMMARY

Department - 0165

Public Services

## WHY DO WE EXIST?

The Layland Museum serves as the City’s main resource for historical and cultural preservation and education.

## WHAT DO WE DO?

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, the museum preserves the history of Cleburne for the education of future generations. The museum is open to the public Tuesday–Friday 10 a.m. to 5 p.m. and Saturdays 10 a.m. to 4 p.m.



## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Complete American Alliance of Museum’s Museum Assessment Program	Incomplete	Goal FY 2019
Continue inventory of the collection by identifying 1000 objects and digitizing 500 photographs	Completed	August 2018
Display 3 or more temporary exhibits to ensure that at least 75 artifacts that have not previously been on display are seen	Completed	April 2018

## OTHER ACCOMPLISHMENTS FY 2018

- Partnered with Hill College to bring in student volunteers to scan over 5,000 photographs in the museum’s collection.
- Created a children’s guide book of historical points of interest in Cleburne.

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

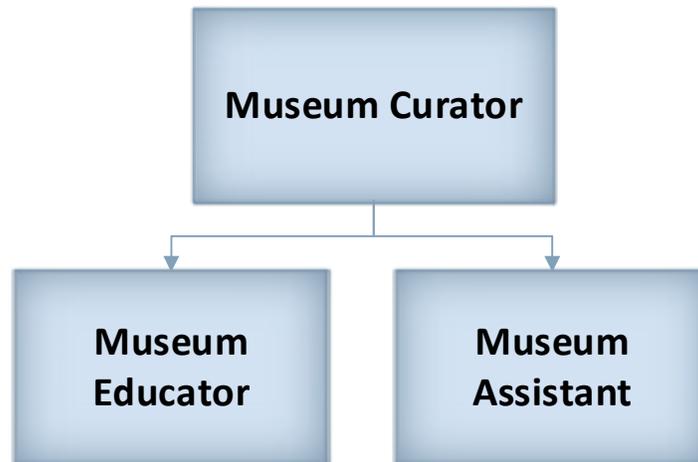
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Aesthetic Enhancements/Quality of Life Programs	Continue inventory of the collection by identifying 1000 objects and digitizing 500 photographs	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Display 3 or more temporary exhibits to ensure that at least 75 artifacts that have not previously been on display are seen	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Translate exhibit text and guides into Spanish	% OF PROGRESS	100%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Visitors and Program Attendees	5,949	6,000	6,500
Events and Programs	46	45	50
Temporary Exhibits	5	4	4
Volunteer hours	689.75	556	650
Researchers	68	80	100
New Collection Acquisitions	107	200	150

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
MUSEUM CURATOR	22	1	1	1
MUSEUM EDUCATOR	13	0.5	0.5	0.5
MUSEUM ASSISTANT	11	1	1	1
<b>TOTAL</b>		<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	97,313	100,672	104,711	94,763	101,325	-	101,325
BENEFITS	42,253	40,858	43,730	46,720	66,664	-	66,664
SUPPLIES AND MATERIALS	29,577	25,566	24,350	22,000	24,150	-	24,150
M&R - LAND, STRUCTURES AND STREETS	6,968	8,531	6,150	9,650	7,650	-	7,650
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	12,481	18,606	21,706	18,906	20,221	7,800	28,021
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	35,000	35,000
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	15,896	15,896
<b>01-65</b>	\$ <b>188,591</b>	\$ <b>194,233</b>	\$ <b>200,647</b>	\$ <b>192,039</b>	\$ <b>220,010</b>	\$ <b>58,696</b>	\$ <b>278,706</b>

# RAILROAD MUSEUM SUMMARY

Department Number - 0167

Public Services

## WHY DO WE EXIST?

The Cleburne Railroad Museum serves as the City's main resource for historical preservation and education about the extensive railroad history of Cleburne.

## WHAT DO WE DO?

The Railroad Museum collects and preserves photographic, archival and three-dimensional objects related to the history of the railroad in Cleburne. The museum displays exhibits and provides educational programs and public tours in order to educate visitors on this important aspect of Cleburne's history. The museum is open to the public Thursday – Saturday from 11 a.m. to 3 p.m.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Recruit and train 10 volunteers	Incomplete	Goal FY 2019
Hold 5 public programs	Completed	Summer 2018
Develop curriculum for student programs and advertise to schools	Incomplete	Goal FY 2019

## OTHER ACCOMPLISHMENTS FY 2018

- Developed new themed tour for adults and students
- 501(c)3 friends group established to support the museum
- Museum was featured in a television news report to promote tourism in Cleburne

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

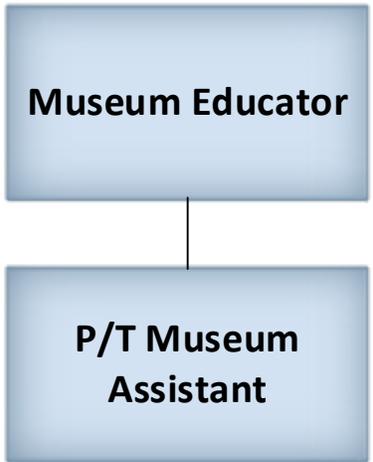
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2018</b>
Aesthetic Enhancements/Quality of Life Programs	Recruit and train 5 new volunteers	% of Progress	100% Complete
Aesthetic Enhancements/Quality of Life Programs	Hold 5 public programs	% of Progress	100% Complete
Aesthetic Enhancements/Quality of Life Programs	Develop curriculum for student programs and advertise to schools	% of Progress	100% Complete

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Museum Visitors and Program Attendees	2,031	1,000	1,500
Events and Programs	21	20	25
Volunteer Hours	642.75	400	600

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
MUSEUM EDUCATOR	13	0.5	0.5	0.5
<b>TOTAL</b>		<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
<b>PART TIME</b>	<b>PAY GRADE</b>			
MUSEUM ASSISTANT	N/A	0	0	1
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>1</b>



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	15,276	15,865	16,286	16,781	34,479	-	34,479
BENEFITS	9,409	9,011	10,463	16,133	20,752	-	20,752
SUPPLIES AND MATERIALS	3,357	3,485	3,850	3,300	5,250	-	5,250
M&R - LAND, STRUCTURES AND STREETS	13	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	182	59	400	250	303	-	303
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-67</b>	<b>\$ 28,237</b>	<b>\$ 28,420</b>	<b>\$ 30,999</b>	<b>\$ 36,464</b>	<b>\$ 60,784</b>	<b>\$ -</b>	<b>\$ 60,784</b>

# PUBLIC WORKS SUMMARY

Department Number - 0171

Public Works

## WHY DO WE EXIST?

The Public Works Department provides professional leadership for the water, sanitary sewer streets and drainage and sanitation departments. We also strive to ensure that each dollar spent for the City is done so in a professional and ethical manner.

## WHAT DO WE DO?

The Public Works Division has the responsibility to provide essential services, which the entire community utilizes daily. 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 and permitting and managing gas drilling permits.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Complete the Long Range Wastewater Master Plan	Completed	January 2018
Complete the Long Range Water Supply and Reuse Master Plan	Completed	January 2018
Continue to work to reduce system water losses	In Progress	Continual
Implement the Impact Fee process.	Completed	February 2018
Complete the Wastewater Plant expansion and permitting	In Progress	Goal FY 2019

## OTHER ACCOMPLISHMENTS FY 2018

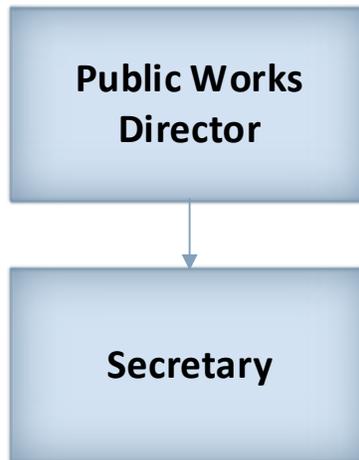
- Completed the curb & gutter project
- Completed the Nolan River / Cleburne Station signal project
- Completed the Yellow Jacket sidewalk project
- Initiated construction phase of 2017 Street Project
- Initiated construction of the Downtown sidewalk project
- Completed the Land Development Code Engineering Standards update

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY2019</b>
Public Infrastructure Enhancements	Manage the design of the Wastewater Treatment Plant Expansion Project	% of Progress	75%
Public Infrastructure Enhancements	Manage the construction of the Downtown Sidewalk Project	% of Progress	100%
Public Infrastructure Enhancements	Manage the 2017 Street Reconstruction Project	% of Progress	100%
Public Infrastructure Enhancements	Manage the 2018 Street Reconstruction Project	% of Progress	100%

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
PUBLIC WORKS DIRECTOR	N/A	0.5	0.5	0.5
ENGINEERING DIRECTOR	N/A	0	0.5	0
SECRETARY	14	0	1	1
<b>TOTAL</b>		<b>0.5</b>	<b>2</b>	<b>1.5</b>
<b>PART TIME</b>		<b>1</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	103,647	63,226	138,434	140,290	103,892	-	103,892
BENEFITS	55,841	19,104	31,039	41,959	37,822	-	37,822
SUPPLIES AND MATERIALS	1,809	2,494	2,845	2,220	2,985	-	2,985
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	788	847	350	525	400	-	400
CONTRACTURAL AND MISC SERVICES	10,887	14,209	28,778	19,935	23,745	-	23,745
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-71</b>	<b>\$ 172,973</b>	<b>\$ 99,880</b>	<b>\$ 201,446</b>	<b>\$ 204,929</b>	<b>\$ 168,844</b>	<b>\$ -</b>	<b>\$ 168,844</b>

# ENGINEERING SUMMARY

Department Number - 0172

Public Works

## WHY DO WE EXIST?

The Engineering Department provides excellent construction project administration and inspection, excellent customer service to the citizens of Cleburne and strives to ensure that each dollar spent for the City is done so in a professional and ethical manner.

## WHAT DO WE DO?

Ensure that 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.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Complete the update to the Cleburne Design Standards and Development Code	Completed	FY 2018
Create a freestanding construction standards and specifications manual to simplify the development and design process	Incomplete	Goal FY 2019
Begin design of the Cedar Street Drainage improvements project	Completed	2018
Manage the construction of the Nolan River Sidewalk Project.	Completed	2018
Managed the construction (25%) of the FM 174 sanitary sewer extensions	Completed	2018

OTHER ACCOMPLISHMENTS FY 2018

- Completed the Nolan River Paving Project
- Completed the Nolan River / Colonial sidewalk project
- Completed the construction of the City parking lot across from City Hall
- Completed the Cedar Street drainage project
- Completed the SR 174 North and 174 South sanitary sewer extension project
- Administered the FEMA Community Rating System

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Public Infrastructure Enhancements	Manage the construction of the 2017 Street Reconstruction Project	% of Progress	100%
Public Infrastructure Enhancements	Manage the construction of the 2018 Street Reconstruction Project	% of Progress	100%
Planning & Growth Management	Complete the City Details for design and construction	% of Progress	100%

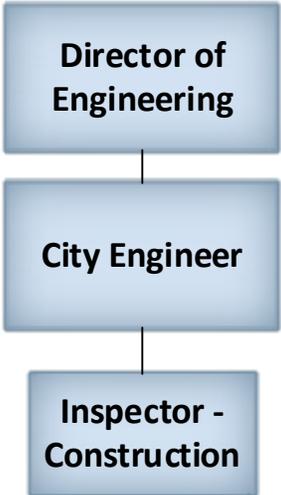
PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Queries from the Public			
a. Storm Drainage	80	85	90
b. Flood Plain Determinations	55	60	60
c. General Maps	155	160	160
d. Determining Zoning for the Public	95	100	100
Construction Projects			

a. Capital Improvements Projects	5	11	6
b. Residential/Commercial/Industrial/Misc.	15	18	20
Surveying	10 hrs	20 hrs	20 hrs
Master Plan	50 hrs	60 hrs	70 hrs
Flood Plain Administration	80 hrs	85 hrs	90 hrs
Mapping Zoning	500 hrs	500 hrs	525 hrs
Thematic Mapping	325 hrs	350 hrs	350 hrs
Map Updates	250 hrs	275 hrs	300 hrs

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
DIRECTOR OF ENGINEERING	N/A	0	0.5	0.5
CITY ENGINEER	N/A	1	1	1
SENIOR GIS COORDINATOR	26	1	0	0
ENGINEERING ASSOCIATE	23	1	0	0
CONSTRUCTION INSPECTOR	20	1	1	1
<b>TOTAL</b>		<b>4</b>	<b>2.5</b>	<b>2.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	188,378	264,161	140,959	125,731	208,640	-	208,640
BENEFITS	94,318	112,065	63,879	61,503	84,485	-	84,485
SUPPLIES AND MATERIALS	871	1,698	3,300	2,600	2,850	-	2,850
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	13,706	15,496	27,250	25,750	25,750	-	25,750
CONTRACTURAL AND MISC SERVICES	6,738	8,895	15,640	10,340	18,703	-	18,703
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-72</b>	<b>\$ 304,011</b>	<b>\$ 402,316</b>	<b>\$ 251,028</b>	<b>\$ 225,924</b>	<b>\$ 340,428</b>	<b>\$ -</b>	<b>\$ 340,428</b>

# PLANNING AND ZONING SUMMARY

Department Number - 0174  
Community Development

## WHY DO WE EXIST?

Planning and Zoning is responsible for facilitating, organizing and directing the city's growth and development. A key goal is 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. This goal helps to balance the residential, commercial, industrial, recreational and educational needs of the city.

## WHAT DO WE DO?

Planning and Zoning provides an important service to the public by helping to ensure that new construction and new businesses are in compliance with city zoning and development ordinances. In addition to compliance, the department implements growth policies in accordance with the City Council's goals and objectives. Planning and Zoning coordinates the submittal, review, and implementation of all land development proposals (plats, re-plats, zoning requests, and variances) and ensures all site development codes and ordinances are adhered to. Planning and Zoning also serves as liaison to the City Council, Planning and Zoning Commission, Zoning Board of Adjustment, and the Historical Preservation Committee.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Implement the Seamless Doc for all applications	Not Completed	Re-evaluate
Update the Subdivision Ordinance	90%	Goal Q3 FY18
Update Zoning Ordinance	In Process	Goal Q2 FY19
Amend Sign Ordinance	In Process	Goal Q3 FY19
Revise Customer Service Process	In Process	Ongoing
Development Process Evaluation	In Process	Ongoing
Review and Update P&Z Webpage	Complete	09/2018

## OTHER ACCOMPLISHMENTS FY 2018

- Development of Departmental Processes and Procedures, Departmental Expectations, and Individual Employee Expectations.
- Conducted Trainings for the Planning and Zoning Commission and Zoning Board of Adjustment.
- Developed the Zoning Board of Adjustment Rules of Procedure
- Established review procedures for plan and permit reviews, standardized comment responses, public notifications, development review committee (DRC) process, meeting protocol, developed a more detailed project submittal schedule, streamlined review times and review processes, and improved recordation of permit information.
- Initiated the development of procedures for the collection and processing of impact fees for the Community Development Department.
- Drafted design manual and ordinance for small cell network nodes, in response to new legislation passed as part of Senate Bill 6.
- Initiated and facilitated ETJ boundary negotiations between the City of Cleburne and the City of Keene.

## CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

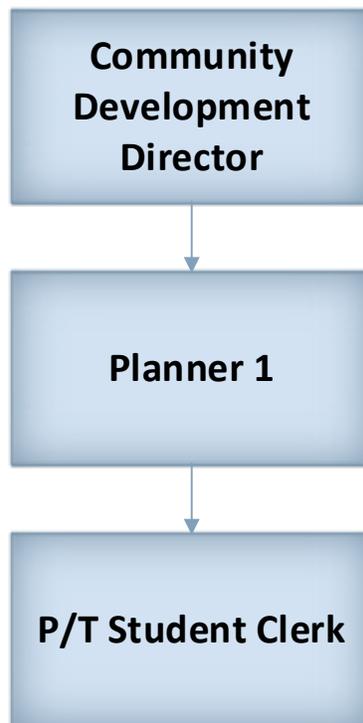
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Planning & Growth Management	Development Code Adoption	% OF PROGRESS	100%
Planning & Growth Management	Development Process Evaluation	% OF PROGRESS	100%
Planning & Growth Management	Fee Study	% OF PROGRESS	100%
Planning & Growth Management	Downtown Public Parking Review	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Entry Portal / way-finding signage	% OF PROGRESS	50%

## PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Rezoning	22	32	35
Specific Use Permits (See Rezoning)			
Plats	43	60	60
ZBA	4	7	8
Special Exceptions – Parking	1	1	2

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
COMMUNITY DEVELOPMENT DIRECTOR	N/A	1	1	1
PLANNER 1	23	0	1	1
RECORDS COORDINATOR	14	1	0	0
<b>TOTAL</b>		<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>		<b>0</b>	<b>1</b>	<b>1</b>



LINE ITEM DETAIL

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	33,003	95,539	162,414	162,743	167,324	-	167,324
BENEFITS	8,784	27,498	62,790	62,152	67,812	-	67,812
SUPPLIES AND MATERIALS	3,338	3,341	548	813	1,200	-	1,200
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	90	62	1,798	1,990	7,574	-	7,574
CONTRACTURAL AND MISC SERVICES	4,600	5,975	25,760	18,055	20,245	30,000	50,245
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-74</b>	<b>\$ 49,814</b>	<b>\$ 132,414</b>	<b>\$ 253,310</b>	<b>\$ 245,753</b>	<b>\$ 264,156</b>	<b>\$ 30,000</b>	<b>\$ 294,156</b>

# INSPECTIONS SUMMARY

Department Number - 0176

Public Works

## WHY DO WE EXIST?

The Building Inspection department ensures that all building codes are met through all phases of construction. This division performs ordinance enforcement in the areas of both residential and commercial construction.

## WHAT DO WE DO?

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 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 compliance with all codes and ordinances.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Adopt the 2015 International Codes and 2017 National Electrical Code	Completed	September 2018
Revise Customer Service Process	Ongoing	Ongoing
Review and Update P&Z Webpage	Completed	January 2018

### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Planning & Growth Management	<u>Development process evaluation:</u> Continue efforts from LEAN Event to improve permitting processes and service to public	% OF PROGRESS	Ongoing
Planning & Growth Management	<u>City-wide fee study:</u> Evaluate Permit Fees.	% OF PROGRESS	100%

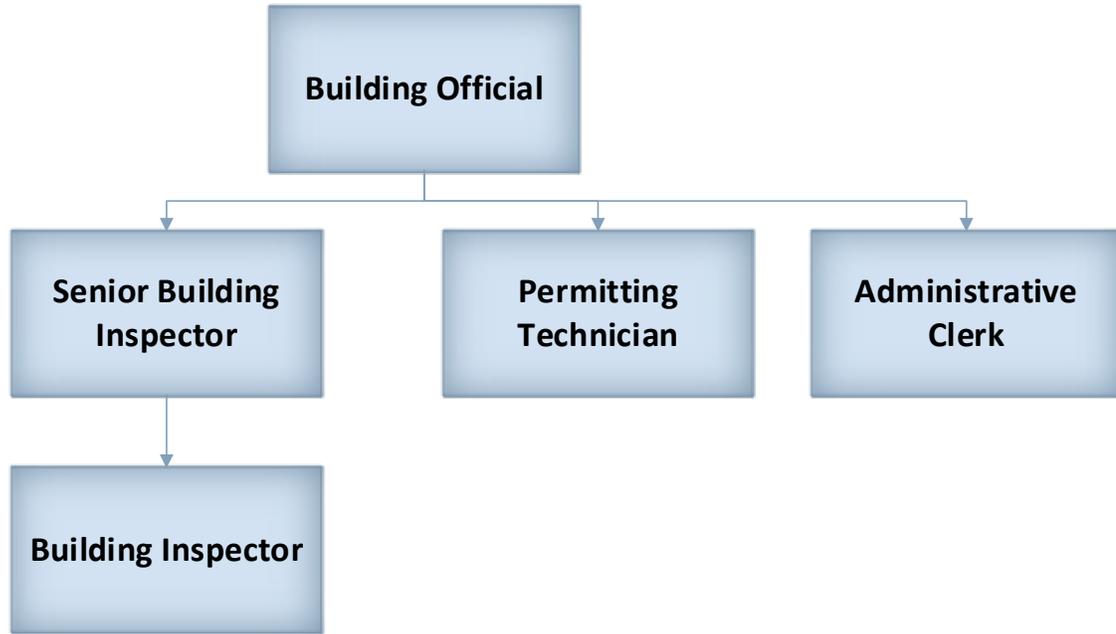
Planning & Growth Management	<u>Development process evaluation:</u> Implement permitting software to improve tracking of permits and Inspections	% OF PROGRESS	Ongoing
Planning & Growth Management	<u>Development process evaluation:</u> Continue updating forms to simplify process for permitting.	% OF PROGRESS	100%

#### PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Permits issued	2,366	2,614	2,825
Building	431	540	579
Electrical	410	452	470
Plumbing	467	484	512
Heating and A/C	337	360	396
Other (signs, driveways, etc.)	572	623	679
Certificate of occupancies	149	155	189
Total inspection trips	3,282	3,778	4,006
Building standards agenda: total cases	42	46	47
Repaired	18	19	20
Condemned	8	15	17
Total trips: substandard buildings	353	384	403
Board meetings attended – hours	12	20	25
Plan reviews	850	900	1,100
Specific use permit inspections	40	43	43

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
BUILDING OFFICIAL	28	1	1	1
SENIOR BUILDING INSPECTOR	22	0	1	1
BUILDING INSPECTOR	20	2	1	1
PERMITTING TECH	14	1	1	1
ADMINISTRATIVE CLERK	14	0	1	1
<b>TOTAL</b>		<b>4</b>	<b>5</b>	<b>5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	234,019	238,649	302,003	299,748	303,521	-	303,521
BENEFITS	105,534	102,487	130,361	128,121	134,834	-	134,834
SUPPLIES AND MATERIALS	5,107	4,204	5,900	5,350	5,650	-	5,650
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	4,865	4,330	5,080	5,080	5,350	-	5,350
CONTRACTURAL AND MISC SERVICES	20,869	19,822	23,967	21,370	23,545	-	23,545
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-76</b>	<b>\$ 370,394</b>	<b>\$ 369,493</b>	<b>\$ 467,311</b>	<b>\$ 459,670</b>	<b>\$ 472,900</b>	<b>\$ -</b>	<b>\$ 472,900</b>

# GAS WELL ADMINISTRATION SUMMARY

**Department Number - 0177**

**Public Works**

## WHY DO WE EXIST?

The Gas Well Administration exists to make sure the concerns of local residents are addressed with an ear of understanding in a timely manner. The department is committed to ensuring that the oil and gas companies working within Cleburne are doing everything possible to protect our citizens and our environment.

## WHAT DO WE DO?

1. To provide oversight on compliance with the various gas well permits issued by the City and State of Texas.
2. To provide oversight during the construction of new pad sites as to adherence 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 new and existing gas wells thru geographic and digital and hard copy formats.
8. To provide an avenue for residents 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.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Oversee and negotiate terms for landscaping at 17 of the pad sites that are currently noncompliant to the City's ordinance	2 sites still on schedule to landscape. Others are complete.	Goal FY 2019
Continue to asses and bill for road damages due to heavy oil field traffic on City streets	On hold while ordinance is re-evaluated.	N/A
Update GIS Mapping to reflect current stats	Complete	September 2017
Update Oil and Gas Ordinance to current comparable standards.	Transfer of Ownership Added. Others still in process.	Goal FY 2019

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Planning and Growth Management	Find and purchase relevant additional training.		
Planning and Growth Management	Pursue additional sound level, air quality, aesthetic & leak monitoring.		

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Number of gas production sites inspected annually	70	70	70
Percentage of response to citizen concerns within one day	2	5	5-10

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
GRADUATE ENGINEER	26	1	1	1
CONSTRUCTION INSPECTOR	20	1	1	1
ENGINEER TECH GIS	18	1	1	1
ADMINISTRATIVE CLERK	14	1	0	0
<b>TOTAL</b>		<b>4.0</b>	<b>3.0</b>	<b>3.0</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

**Gas Well  
Construction  
Inspector**

**Graduate Engineer**



**Engineering Tech /  
GIS**

**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	196,675	160,102	157,484	151,409	163,258	-	163,258
BENEFITS	84,035	64,121	75,723	73,506	85,583	-	85,583
SUPPLIES AND MATERIALS	6,634	3,768	6,800	6,400	6,400	-	6,400
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	4,953	1,565	5,300	5,300	5,300	-	5,300
CONTRACTURAL AND MISC SERVICES	4,472	8,348	25,430	25,430	25,460	-	25,460
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>01-77</b>	<b>\$ 296,769</b>	<b>\$ 237,903</b>	<b>\$ 270,737</b>	<b>\$ 262,045</b>	<b>\$ 286,001</b>	<b>\$ -</b>	<b>\$ 286,001</b>

# FLEET MAINTENANCE SUMMARY

Department Number - 0178

Public Works

## WHY DO WE EXIST?

The Fleet Maintenance division serves all other departments within the City of Cleburne by providing efficient repairs to City vehicles and equipment. The primary focus of the Fleet Maintenance division is to reduce downtime and make cost effective repairs so that City staff can perform their responsibilities as efficiently as possible.

## WHAT DO WE DO?

This department provides maintenance and repair to city vehicles and equipment ranging from large construction equipment to push lawn mowers. Fleet also administers the City's fuel services, performs refueling duties for all emergency generators throughout the city, acquisition of new vehicles and equipment, and auctioning of replaced units. In addition fleet provides quotes and vetting of potential equipment purchases for other departments. We work closely and diligently with all departments to provide the city employees the equipment they need to perform their jobs while ensuring fiscal responsibility for our citizens.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Provide more of a retail environment to manage flow through the shop, track asset history, cost of operation, and take advantage of parts warranties	Assessing viable options and vetting vendors	Goal FY 2019
Expand knowledge of efficient and cost effective fleet management through technology and training	Ongoing	Continual
Manage flow through shop, track asset history, cost of operation, and utilize parts warranties	Pending final implementation of a service writing system	Goal FY 2019
Expand field service capability.	Pending purchase of service truck	Goal FY 2019

## OTHER ACCOMPLISHMENTS FY 2018

- Increased presence and involvement with Rocky Mountain Fleet Managers association. (FLEET PROS)  
This program is an association of over 90 Texas municipal fleet Managers where we discuss common problems faced by city's and municipal fleet operations. Specialized training is provided and targeted in areas that specifically relate to municipal fleets. We use mentorship and networking to develop bonds that allow us to reach out and crowd source solutions in an increasingly technical field.
- Acquisition of new fuel trailer for the primary purpose of maintaining the emergency generators throughout our community. This allows us to save money by not paying trip charges per generator, not depending on an outside vendor for such a critical service and in the event of a natural disaster it allows the flexibility to fuel immediately and at our discretion.
- Continued on our mission to streamline and standardize our fleet with a focus on rightsizing our assets. This will allow us to maximize our efficiency by being able to stock more parts and specialize our diagnostic capabilities.
- Added to our service capacity by outfitting 1 of our current trucks with enough gear to perform basic roadside service I.E. lockouts, out of fuel, jump starts, flat tires and pull codes. With the addition of our new long bed haul truck we are allotted more space to equip it with enough service equipment to perform all of the above services and add the capacity to do light field repairs I.E. batteries, belts, mud recoveries, generator and equipment fueling, diagnostics and gate repairs.

### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

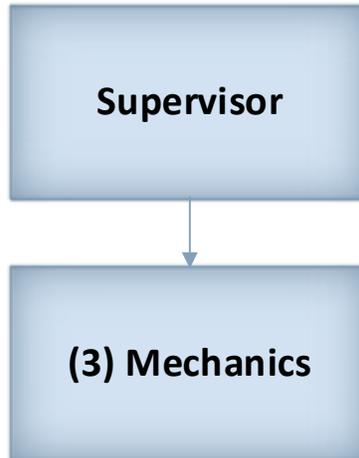
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Aesthetic Enhancements/Quality of Life Programs	Continue to cut fleet repair costs through training, streamlining and rightsizing our fleet	Decline of total fleet M&R expenditures	-5%

### PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Vehicles and equipment maintained	272	272	274

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
SUPERVISOR	20	1	1	1
AUTO MECHANIC	16	3	3	3
<b>TOTAL</b>		<b>4</b>	<b>4</b>	<b>4</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	194,416	198,289	203,985	203,568	209,028	-	209,028
BENEFITS	108,594	102,620	118,090	114,350	108,871	-	108,871
SUPPLIES AND MATERIALS	22,124	34,702	40,407	41,407	33,325	-	33,325
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	2,500	5,000	7,500
M&R - EQUIPMENT AND VEHICLES	5,368	14,943	21,738	17,738	20,238	-	20,238
CONTRACTURAL AND MISC SERVICES	9,395	11,195	16,136	16,136	18,435	-	18,435
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	9,495	-	14,000	14,000	-	-	-
<b>01-78</b>	<b>\$ 349,392</b>	<b>\$ 361,750</b>	<b>\$ 414,356</b>	<b>\$ 407,199</b>	<b>\$ 392,397</b>	<b>\$ 5,000</b>	<b>\$ 397,397</b>

# STREET DEPARTMENT SUMMARY

Department Number - 0179

Public Works

## WHY DO WE EXIST?

The Street Maintenance Division is responsible for maintaining the citizen's trust in the repair and maintenance of City of Cleburne's streets, right of ways, and all related infrastructure. Providing safe transportation routes for citizens to access their homes, businesses, and recreation opportunities. Communication is a key element and driving force behind Public Works and Transportation Street Maintenance Division.

## WHAT DO WE DO?

The Public Works and Transportation Street Maintenance Division maintains and repairs the City's streets, asphalt and concrete, regulatory and warning signs, traffic and school zone signals, as well as creeks, drainage right of ways and easements, storm sewer infrastructure and provides repairs for Utility cuts made by other Departments. Communication is key in getting these repairs made quickly after the other Departments work is complete.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Enhance the City preventative maintenance program with crack sealing and surface treatments	Not Completed	Ongoing
Improve overall Pavement Condition Index by 15% as of the year 2021	Not Completed	Goal 9/30/2021
Reduce repair backlog of poor and very poor roads to less than 10% by the year 2026	Not Completed	Goal 9/30/2026

### OTHER ACCOMPLISHMENTS FY 2018

In-house projects completed:

- Constructed road to a gas well at North Nolan River Road.
- Widened CR 1125 to accommodate the Chisholm Trail Parkway traffic from off-ramp to South Highway 171.
- Removed existing Hot Mix Asphalt Concrete at City Airport and paved the parking lot with the use of federal grant funds.
- Removed paving, replaced base and repaved 400 linear feet at Chase Street.

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

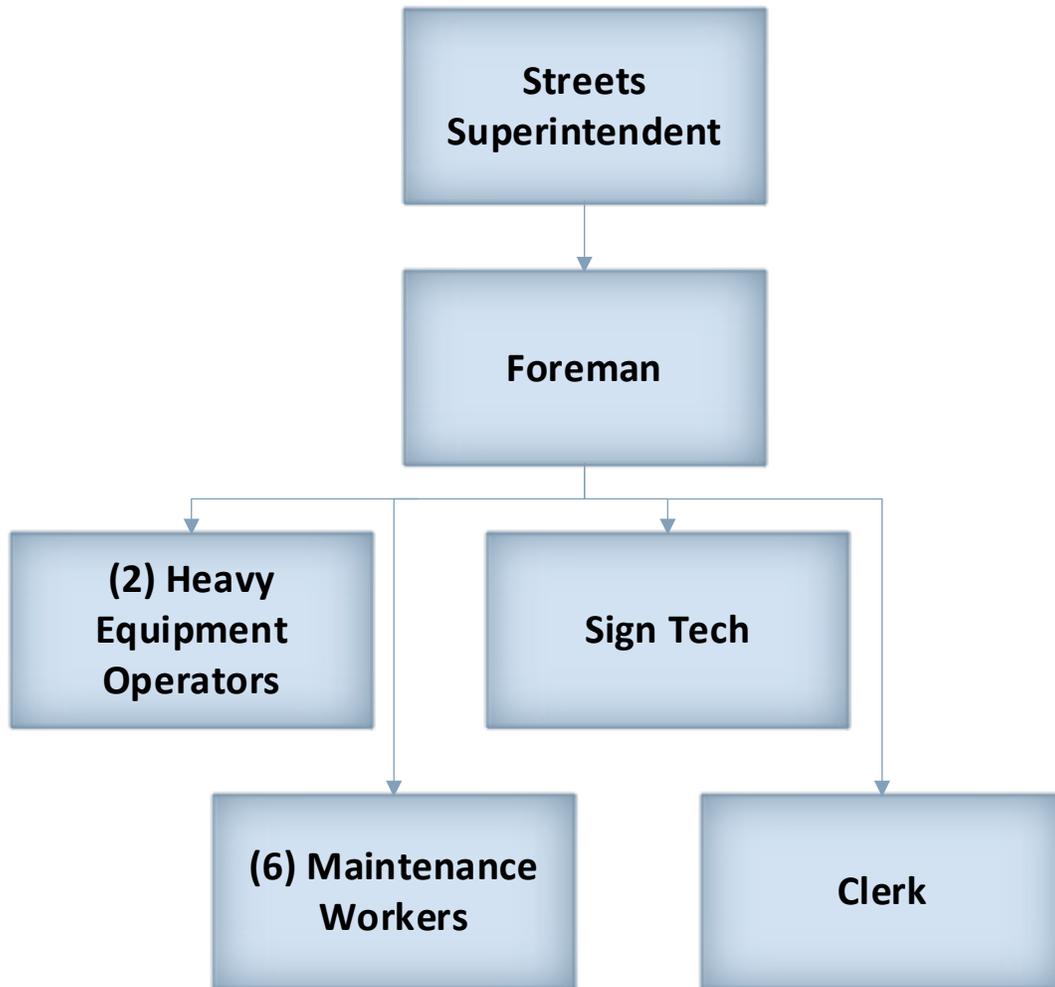
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Aesthetic Enhancements/Quality of Life Programs	Enhance preventative maintenance program.	% OF PROGRESS	40%
Public Infrastructure Enhancements	Enhance preventative maintenance program to repair a complete neighborhood in each sector of the City.	% OF PROGRESS	25%
Public Infrastructure Enhancements	Reduce repair backlog of poor and very poor roads	% OF PROGRESS	15%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Total centerline miles of streets within city	189	189	192
Approximate regulatory and warning signs	3,075	3,085	3,085
Traffic signals	8	8	8
Lane miles of preventative maintenance	.5	15	15
Miles of ROW mowed	18.5	20	20
% of lane miles maintained by street sweeper	75	80	85

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
STREETS SUPERINTENDENT	26	1	1	1
FOREMAN	17	1	1	1
HEAVY EQUIPMENT OPERATOR	13	2	2	2
SIGN TECHNICIAN	12	1	1	1
CLERK	14	1	1	1
MAINTENANCE WORKER	11	5	5	6
<b>TOTAL</b>		<b>11</b>	<b>11</b>	<b>12</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



LINE ITEM DETAIL

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	340,662	385,038	410,432	383,681	476,060	-	476,060
BENEFITS	181,071	216,740	245,335	189,823	262,551	-	262,551
SUPPLIES AND MATERIALS	294,361	265,285	277,665	280,525	302,583	-	302,583
M&R - LAND, STRUCTURES AND STREETS	109,727	241,260	357,000	355,800	357,000	-	357,000
M&R - EQUIPMENT AND VEHICLES	33,238	39,922	55,150	55,150	58,500	-	58,500
CONTRACTURAL AND MISC SERVICES	82,057	85,886	183,395	186,535	153,518	-	153,518
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	9,974	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	199,214	-	-	-	12,500	12,500
<b>01-79</b>	<b>\$ 1,051,090</b>	<b>\$ 1,433,345</b>	<b>\$ 1,528,977</b>	<b>\$ 1,451,514</b>	<b>\$ 1,610,212</b>	<b>\$ 12,500</b>	<b>\$ 1,622,712</b>

# SANITATION SUMMARY

## Department Summary - 0191

### Sanitation

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#### WHY DO WE EXIST?

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.

#### WHAT DO WE DO?

Sanitation provides a curbside bulk/brush pick up program and promotes 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. We provide a facility to accept and transfer municipal solid waste generated within the City of Cleburne, and coordinate with other sanitation agencies to ensure disposal, in accordance with TCEQ regulations. Sanitation also operates the 88 acre sanitary landfill, while ensuring compliance with all State and Federal regulations, and operates 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”.

#### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Continuing growth preparations by reviewing current routes, drivers and trucks. Anticipate changes in scheduling of the routes and review the need for increased personnel and trucks as City growth necessitates	Ongoing	Continual
Update Transfer Station software to latest version	Completed	May 2018

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

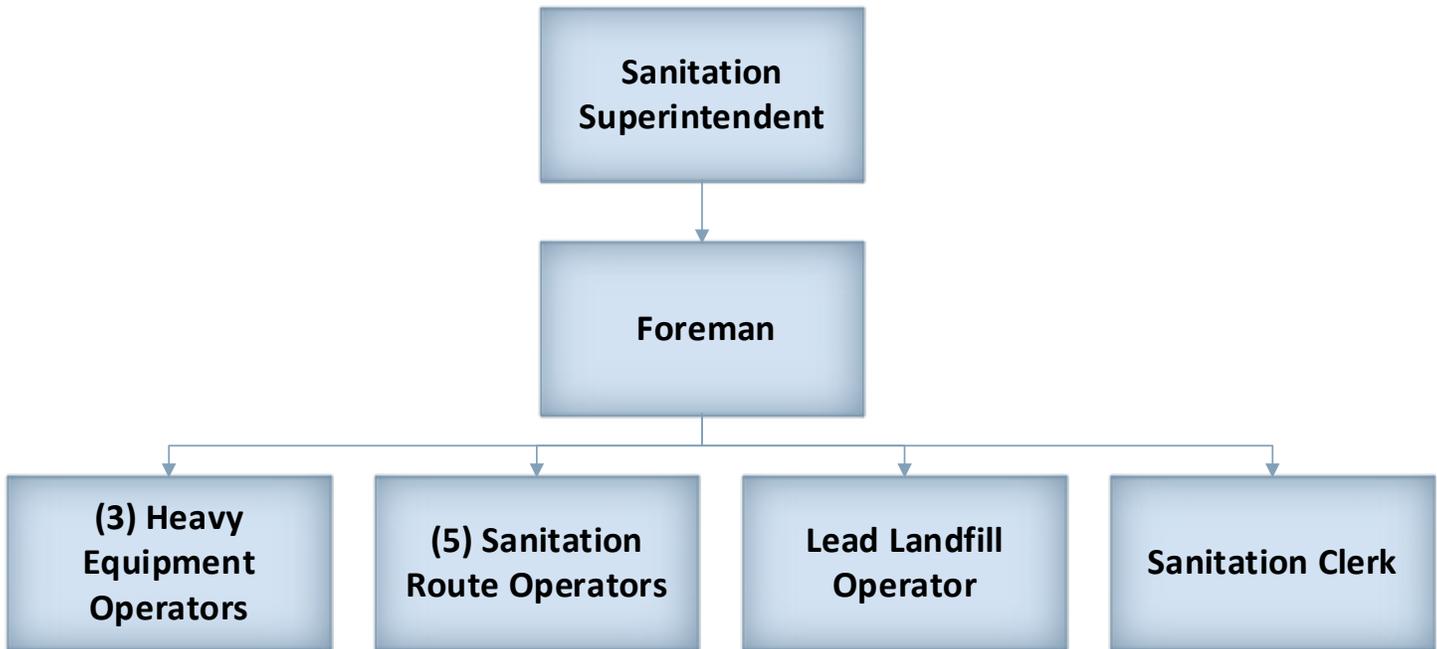
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2018</b>
Planning and Growth Management	Evaluate expansion Transfer Station Tipping floor to make room for more customers to be able to dump their trash in a more efficient manner. Also evaluating Scale House improvements.	% of Progress	100%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Tons of residential waste pickup	10,600	10,900	11,000
Average houses per residential route	800	800	820
Average tons per residential route	13	13	13
Tons of commercial industrial waste	25,700	26,300	27,300
Tons of waste transferred	64,000	65,000	65,000
Number of individual pickup/trailer	46,600	41,000	41,000
Cubic yards to landfill	5,000	5,000	5,000
Tons of brush shredded	3,100	2,700	2,700

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
SANITATION SUPERINTENDENT	26	1	1	1
FOREMAN	17	1	1	1
HEAVY EQUIPMENT OPERATOR	13	3	3	3
LEAD LANDFILL OPERATOR	13	1	1	1
SANITATION ROUTE OPERATOR	13	5	5	5
SANITATION CLERK	13	1	1	1
<b>TOTAL</b>		<b>12</b>	<b>12</b>	<b>12</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	513,369	535,949	533,958	524,883	550,495	-	550,495
BENEFITS	289,217	285,455	321,256	307,813	300,723	-	300,723
SUPPLIES AND MATERIALS	96,758	115,442	116,400	106,345	129,850	-	129,850
M&R - LAND, STRUCTURES AND STREETS	6,583	16,947	5,500	10,100	5,700	8,985	14,685
M&R - EQUIPMENT AND VEHICLES	130,521	89,710	102,730	100,000	96,500	-	96,500
CONTRACTURAL AND MISC SERVICES	2,117,044	2,234,564	2,251,371	2,259,232	2,326,449	-	2,326,449
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	13,865	13,865	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	13,766	-	-	-	-	-
<b>01-91</b>	<b>\$ 3,153,492</b>	<b>\$ 3,291,834</b>	<b>\$ 3,345,080</b>	<b>\$ 3,322,238</b>	<b>\$ 3,409,717</b>	<b>\$ 8,985</b>	<b>\$ 3,418,702</b>

# General Debt Service Fund



**CITY OF CLEBURNE**  
**DEBT SERVICE FUND**  
**FUND 2**  
**FY 2019**

	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BUDGET FY 2019</b>
BEGINNING FUND BALANCE	\$ 624,761	\$ 794,688	\$ 970,945	\$ 970,945	\$ 1,238,389
REVENUES:	3,789,575	3,790,752	3,719,974	3,768,804	3,766,881
TAX RECEIPTS	2,787,247	2,785,913	2,830,550	2,866,380	2,864,457
TRANSFER IN OTHER FUNDS	997,976	995,074	880,424	880,424	880,424
INTEREST REVENUE	4,352	9,765	9,000	22,000	22,000
EXPENDITURES:	\$ (3,619,648)	\$ (3,614,495)	\$ (3,501,360)	\$ (3,501,360)	\$ (3,580,587)
PRINCIPAL REQUIREMENTS	2,958,589	3,058,192	3,071,123	3,071,123	2,938,462
INTEREST REQUIREMENTS	651,348	550,092	421,137	421,137	558,025
AGENT FEES	9,711	6,211	9,100	9,100	9,100
FIRE TRUCK CAPITAL LEASE	-	-	-	-	75,000
<b>ENDING FUND BALANCE</b>	<b>\$ 794,688</b>	<b>\$ 970,945</b>	<b>\$ 1,189,559</b>	<b>\$ 1,238,389</b>	<b>\$ 1,424,683</b>

# GENERAL DEBT SERVICE

## Statement of Bond Indebtedness

FY 2019

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired in Previous Years	Debt Balance 10/1/2018
<b>General Obligation Taxable Refunding Bonds, Series 2004</b> (Ponderosa Power-Tenaska-Brazos Electric) Refunding \$3,825,000 of Series 1996 Certificates Of Obligation Improvements & Extensions to Water and Sewer Lines	15	3,825,000	3,450,000	375,000
<b>General Obligation Refunding Bonds, Series 2010</b> 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
<b>General Obligation Refunding Bonds, Series 2011</b> 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	1,190,000	1,465,000
<b>Combination Tax and Revenue Certificates of Obligation, Series 2015 (Tax Portion)</b> Designing, developing, constructing, improving, extending and expanding streets, thoroughfares, sidewalks, bridges, and other public ways of the City. Professional services rendered in connection with financing foregoing projects and items.	20	2,400,000	15,000	2,385,000
<b>Ad Valorem Tax Supported</b>		<b>\$ 14,728,413</b>	<b>\$ 4,690,000</b>	<b>\$ 10,038,413</b>
<b>4B Economic Development Corporation Fund</b> <b>4B Sales Tax Revenue Refunding Bonds, Series 2017 (Self Supported Debt) 4B Economic Development Corporation Fund</b> Refunding of 2007 bonds that refunded the 2002 bonds (\$12,400,000), including an additional issuance of \$5,000,000 for Conference Center construction	16	12,985,000	675,000	12,310,000
<b>General Obligation Taxable Bonds, Series 2016 (SELF- SUPPORTED DEBT From 4A Sales Tax Corporation)</b> Promoting economic development within the City by designing and constructing a professional league baseball stadium generally located at the Southeast corner of Highway 67 and Nolan River Road, including the acquisition of land therefor, and including concessions, parking facilities, road, street, water, sewer or park facilities or other infrastructure facilities located in proximity to the stadium.	20	24,875,000	-	24,875,000
<b>Type A Economic Development Sales Tax Revenue Bonds, Series 2016</b> Infrastructure structure surrounding The Depot at Cleburne Station	20	6,450,000	270,000	6,180,000
<b>Sales Tax Supported</b>		<b>\$ 44,310,000</b>	<b>\$ 945,000</b>	<b>\$ 43,365,000</b>
<b>Total</b>		<b>\$ 59,038,413</b>	<b>\$ 5,635,000</b>	<b>\$ 53,403,413</b>

# GENERAL DEBT SERVICE

## Debt Service Requirements

FY 2019

Issue Year	Title and Purpose	Outstanding 10/1/2018	Current Requirements		
			Principal	Interest	Total
2004	General Obligation Taxable Refunding 1996 Bonds Ponderosa Power (Tenaska)	375,000	375,000	9,413	384,413
2010	General Obligation Refunding Bonds Series 2010 (refunded General Obligation Series 2001)	5,813,413	1,732,881	366,919	2,099,800
2011	General Obligation Refunding Bonds Series 2011 (refunded Certificates of Obligation Series 2004)	1,465,000	-	41,150	41,150
2015	Combination Tax and Revenue Certificates of Obligation Series 2015	2,385,000	-	90,700	90,700
<b>Debt Service Fund Budget Requirement</b>		<b>\$ 10,038,413</b>	<b>\$ 2,107,881</b>	<b>\$ 508,181</b>	<b>\$ 2,616,063</b>
2017	4B Sales Tax Revenue Refunding Bonds, Series 2017 (refunded Series 2007 Refunding and Revenue bonds)	12,310,000	705,000	386,600	1,091,600
2016	General Obligation Taxable Bonds, Series 2016	24,875,000	990,000	987,126	1,977,126
2016	Type A Economic Development Sales Tax Revenue Bonds, Series 2016	6,180,000	270,000	199,738	469,738
<b>Total Self-Supporting Debt</b>		<b>\$ 43,365,000</b>	<b>\$ 1,965,000</b>	<b>\$ 1,573,464</b>	<b>\$ 3,538,464</b>
<b>GRAND TOTAL - Current Requirement</b>			<b>\$ 4,072,881</b>	<b>\$ 2,081,645</b>	<b>\$ 6,154,527</b>
<b>TOTAL BONDS OUTSTANDING</b>		<b>\$ 53,403,413</b>			

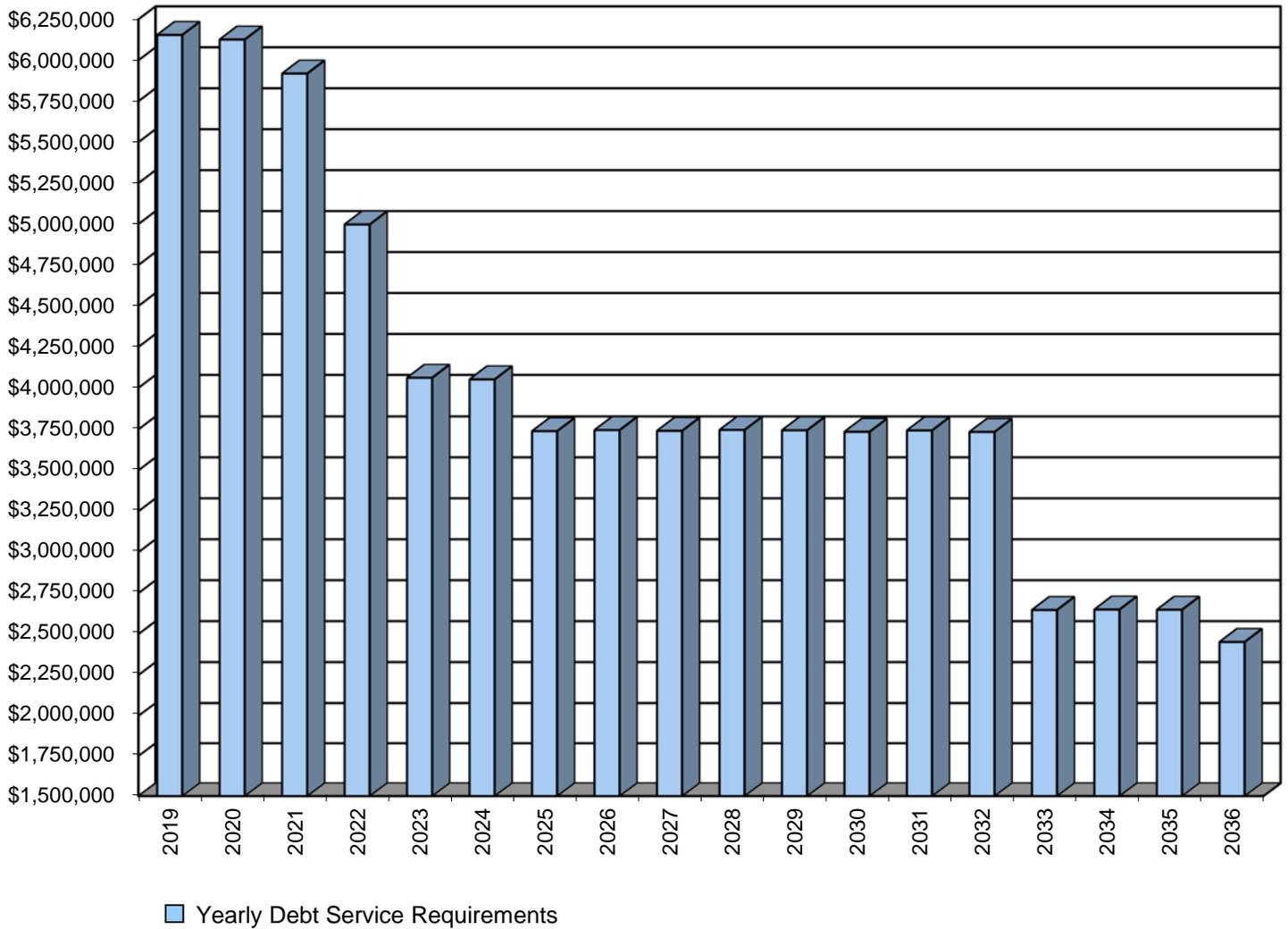
**GENERAL DEBT SERVICE**  
**Ad Valorem Tax Supported**  
Schedule of Requirements  
FY 2019

Fiscal Year	Principal	Interest	Total
2019	\$ 2,107,881	\$ 508,181	\$ 2,616,063
2020	\$ 1,755,532	\$ 830,468	\$ 2,586,000
2021	\$ 2,190,000	\$ 189,725	\$ 2,379,725
2022	\$ 1,335,000	\$ 123,275	\$ 1,458,275
2023	\$ 425,000	\$ 92,275	\$ 517,275
2024	\$ 435,000	\$ 78,750	\$ 513,750
2025	\$ 130,000	\$ 69,000	\$ 199,000
2026	\$ 140,000	\$ 63,600	\$ 203,600
2027	\$ 145,000	\$ 57,900	\$ 202,900
2028	\$ 150,000	\$ 52,000	\$ 202,000
2029	\$ 155,000	\$ 45,900	\$ 200,900
2030	\$ 160,000	\$ 39,600	\$ 199,600
2031	\$ 170,000	\$ 33,000	\$ 203,000
2032	\$ 175,000	\$ 26,100	\$ 201,100
2033	\$ 180,000	\$ 19,000	\$ 199,000
2034	\$ 190,000	\$ 11,600	\$ 201,600
2035	\$ 195,000	\$ 3,900	\$ 198,900
Total	\$ 10,038,413	\$ 2,244,274	\$ 12,282,688

**GENERAL DEBT SERVICE**  
**Self-Supported**  
Schedule of Requirements  
FY 2019

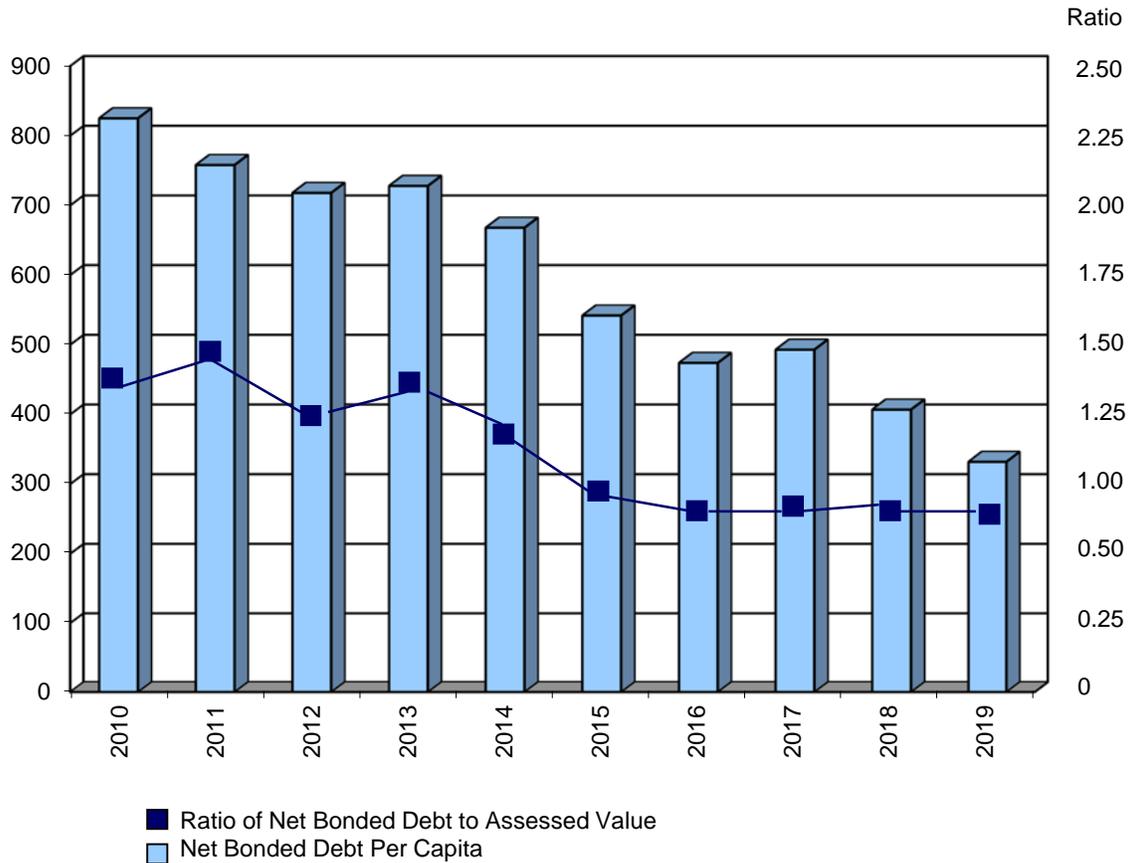
Fiscal Year	Principal	Interest	Total
2019	\$ 1,965,000	\$ 1,573,464	\$ 3,538,464
2020	\$ 2,040,000	\$ 1,500,555	\$ 3,540,555
2021	\$ 2,115,000	\$ 1,424,268	\$ 3,539,268
2022	\$ 2,195,000	\$ 1,344,528	\$ 3,539,528
2023	\$ 2,275,000	\$ 1,269,415	\$ 3,544,415
2024	\$ 2,340,000	\$ 1,198,135	\$ 3,538,135
2025	\$ 2,405,000	\$ 1,135,243	\$ 3,540,243
2026	\$ 2,475,000	\$ 1,067,297	\$ 3,542,297
2027	\$ 2,550,000	\$ 988,349	\$ 3,538,349
2028	\$ 2,645,000	\$ 899,591	\$ 3,544,591
2029	\$ 2,735,000	\$ 808,707	\$ 3,543,707
2030	\$ 2,825,000	\$ 710,755	\$ 3,535,755
2031	\$ 2,935,000	\$ 605,842	\$ 3,540,842
2032	\$ 3,045,000	\$ 488,261	\$ 3,533,261
2033	\$ 2,065,000	\$ 383,636	\$ 2,448,636
2034	\$ 2,155,000	\$ 293,831	\$ 2,448,831
2035	\$ 2,250,000	\$ 200,101	\$ 2,450,101
2036	\$ 2,350,000	\$ 102,224	\$ 2,452,224
Total	\$ 43,365,000	\$ 15,994,202	\$ 59,359,202

# General Debt Service (Ad Valorem and Sales Tax Supported) Schedule of Requirements



The principal and interest requirement on all General Debt includes Ad Valorem Supported Debt with an outstanding principal balance of \$10,038,413 and Self-Supported 4A Sales Tax and 4B Sales Tax issues with an outstanding principal balance of \$43,365,000. The outstanding balance at October 1, 2018 of all General Debt is \$53,403,413.

# 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
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
2016	29,848	1,715,152,572	14,158,413	0.83	474
2017	29,337	1,661,856,958	14,473,413	0.87	493
2018	30,223	1,645,034,123	12,303,413	0.75	407
2019	30,230	1,767,863,163	10,038,413	0.57	332

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 \$ 43,365,000 in self-supported bond debt, \$1,905,968 of performance contract supported debt , or \$29,035 of asset supported capital leases.

# 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	
2-15-19	375,000.00	5.020%	2-15-19	9,412.50	8-15-19	0	<b>384,412.50</b>
	<b>\$ 375,000.00</b>			<b>\$ 9,412.50</b>		<b>\$ -</b>	<b>\$ 384,412.50</b>

Interest Rate: 5.020%

Amount Issued: \$3,825,000.00

Amount Outstanding: \$375,000.00

Term (Years): 15 years

Paying Agent: Bank of America #281

Pay Date: Principal 2/15  
Interest 2/15 and 8/15

# CITY OF CLEBURNE

\$5,848,413.30

General Obligation Refunding Bonds

Series 2010

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-19	1,732,881.30	0.000%	2-15-19	312,618.70	8-15-19	54,300.00	<b>2,099,800.00</b>
2-15-20	1,365,532.00	4.000%	2-15-20	648,768.00	8-15-20	54,300.00	<b>2,068,600.00</b>
2-15-21	1,795,000.00	4.000%	2-15-21	54,300.00	8-15-21	18,400.00	<b>1,867,700.00</b>
2-15-22	920,000.00	4.000%	2-15-22	18,400.00	8-15-22	0	<b>938,400.00</b>
	<b>\$ 5,813,413.30</b>			<b>\$ 1,034,086.70</b>		<b>\$ 127,000.00</b>	<b>\$ 6,974,500.00</b>

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	
2-15-19	-	0.000%	2-15-19	20,575.00	2-15-19	20,575.00	<b>41,150.00</b>
2-15-20	280,000.00	2.000%	2-15-20	20,575.00	2-15-20	17,775.00	<b>318,350.00</b>
2-15-21	280,000.00	3.000%	2-15-21	17,775.00	2-15-21	13,575.00	<b>311,350.00</b>
2-15-22	295,000.00	3.000%	2-15-22	13,575.00	2-15-22	9,150.00	<b>317,725.00</b>
2-15-23	300,000.00	3.000%	2-15-23	9,150.00	2-15-23	4,650.00	<b>313,800.00</b>
2-15-24	310,000.00	3.000%	2-15-24	4,650.00			<b>314,650.00</b>
	<b>\$ 1,465,000.00</b>			<b>\$ 86,300.00</b>		<b>\$ 65,725.00</b>	<b>\$ 1,617,025.00</b>

Interest Rate: 2.000% - 3.000%

Amount Issued: \$2,655,000.00

Amount Outstanding: \$1,465,000.00

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

\$2,400,000

Combination Tax and Revenue Certificate of Obligation

Series 2015

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-19	-	0.000%	2-15-19	45,350.00	8-15-19	45,350.00	<b>90,700.00</b>
2-15-20	110,000.00	3.000%	2-15-20	45,350.00	8-15-20	43,700.00	<b>199,050.00</b>
2-15-21	115,000.00	3.000%	2-15-21	43,700.00	8-15-21	41,975.00	<b>200,675.00</b>
2-15-22	120,000.00	3.000%	2-15-22	41,975.00	8-15-22	40,175.00	<b>202,150.00</b>
2-15-23	125,000.00	3.000%	2-15-23	40,175.00	8-15-23	38,300.00	<b>203,475.00</b>
2-15-24	125,000.00	4.000%	2-15-24	38,300.00	8-15-24	35,800.00	<b>199,100.00</b>
2-15-25	130,000.00	4.000%	2-15-25	35,800.00	8-15-25	33,200.00	<b>199,000.00</b>
2-15-26	140,000.00	4.000%	2-15-26	33,200.00	8-15-26	30,400.00	<b>203,600.00</b>
2-15-27	145,000.00	4.000%	2-15-27	30,400.00	8-15-27	27,500.00	<b>202,900.00</b>
2-15-28	150,000.00	4.000%	2-15-28	27,500.00	8-15-28	24,500.00	<b>202,000.00</b>
2-15-29	155,000.00	4.000%	2-15-29	24,500.00	8-15-29	21,400.00	<b>200,900.00</b>
2-15-30	160,000.00	4.000%	2-15-30	21,400.00	8-15-30	18,200.00	<b>199,600.00</b>
2-15-31	170,000.00	4.000%	2-15-31	18,200.00	8-15-31	14,800.00	<b>203,000.00</b>
2-15-32	175,000.00	4.000%	2-15-32	14,800.00	8-15-32	11,300.00	<b>201,100.00</b>
2-15-33	180,000.00	4.000%	2-15-33	11,300.00	8-15-33	7,700.00	<b>199,000.00</b>
2-15-34	190,000.00	4.000%	2-15-34	7,700.00	8-15-34	3,900.00	<b>201,600.00</b>
2-15-35	195,000.00	4.000%	2-15-35	3,900.00	8-15-35	-	<b>198,900.00</b>
	<b>\$ 2,385,000.00</b>			<b>\$ 483,550.00</b>		<b>\$ 438,200.00</b>	<b>\$ 3,306,750.00</b>

Interest Rate: 2.000% - 4.000%

Amount Issued: \$2,400,000.00

Amount Outstanding: \$2,385,000.00

Term (Years): 20 years

Paying Agent: Amegy Bank

Pay Date: Principal 2/15  
Interest 2/15 and 8/15

# CITY OF CLEBURNE

\$24,875,000

General Obligation Taxable Bonds

Series 2016

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
8-15-19	990,000.00	4.000%	2-15-19	493,563.00	8-15-19	493,563.00	<b>1,977,126.00</b>
8-15-20	1,030,000.00	4.000%	2-15-20	473,763.00	8-15-20	473,763.00	<b>1,977,526.00</b>
8-15-21	1,070,000.00	4.000%	2-15-21	453,163.00	8-15-21	453,163.00	<b>1,976,326.00</b>
8-15-22	1,115,000.00	4.000%	2-15-22	431,763.00	8-15-22	431,763.00	<b>1,978,526.00</b>
8-15-23	1,160,000.00	4.000%	2-15-23	409,463.00	8-15-23	409,463.00	<b>1,978,926.00</b>
8-15-24	1,205,000.00	2.893%	2-15-24	386,263.00	8-15-24	386,263.00	<b>1,977,526.00</b>
8-15-25	1,240,000.00	3.043%	2-15-25	368,832.68	8-15-25	368,832.68	<b>1,977,665.36</b>
8-15-26	1,280,000.00	3.193%	2-15-26	349,966.08	8-15-26	349,966.08	<b>1,979,932.16</b>
8-15-27	1,320,000.00	3.423%	2-15-27	329,530.88	8-15-27	329,530.88	<b>1,979,061.76</b>
8-15-28	1,365,000.00	3.643%	2-15-28	306,939.08	8-15-28	306,939.08	<b>1,978,878.16</b>
8-15-29	1,415,000.00	3.793%	2-15-29	282,075.60	8-15-29	282,075.60	<b>1,979,151.20</b>
8-15-30	1,465,000.00	3.913%	2-15-30	255,240.13	8-15-30	255,240.13	<b>1,975,480.26</b>
8-15-31	1,525,000.00	4.434%	2-15-31	226,577.40	8-15-31	226,577.40	<b>1,978,154.80</b>
8-15-32	1,590,000.00	4.434%	2-15-32	192,768.15	8-15-32	192,768.15	<b>1,975,536.30</b>
8-15-33	1,660,000.00	4.434%	2-15-33	157,517.85	8-15-33	157,517.85	<b>1,975,035.70</b>
8-15-34	1,735,000.00	4.434%	2-15-34	120,715.65	8-15-34	120,715.65	<b>1,976,431.30</b>
8-15-35	1,815,000.00	4.434%	2-15-35	82,250.70	8-15-35	82,250.70	<b>1,979,501.40</b>
8-15-36	1,895,000.00	4.434%	2-15-36	42,012.15	8-15-36	42,012.15	<b>1,979,024.30</b>
	<b>\$ 24,875,000.00</b>			<b>\$ 5,362,404.35</b>		<b>\$ 5,362,404.35</b>	<b>\$ 35,599,808.70</b>

Interest Rate: 2.893% - 4.434%

Amount Issued: \$24,875,000.00

Amount Outstanding: \$24,875,000.00

Term (Years): 20 years

Paying Agent: Amegy Bank

Pay Date: Principal 8/15  
Interest 2/15 and 8/15

# CITY OF CLEBURNE

\$6,450,000

Type A Economic Development Corporation  
Sales Tax Revenue Bonds, Series 2016

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
8-15-19	270,000.00	1.670%	2-15-19	99,869.00	8-15-19	99,869.00	<b>469,738.00</b>
8-15-20	275,000.00	1.850%	2-15-20	97,614.50	8-15-20	97,614.50	<b>470,229.00</b>
8-15-21	280,000.00	2.050%	2-15-21	95,070.75	8-15-21	95,070.75	<b>470,141.50</b>
8-15-22	285,000.00	2.250%	2-15-22	92,200.75	8-15-22	92,200.75	<b>469,401.50</b>
8-15-23	295,000.00	2.470%	2-15-23	88,994.50	8-15-23	88,994.50	<b>472,989.00</b>
8-15-24	300,000.00	2.650%	2-15-24	85,351.25	8-15-24	85,351.25	<b>470,702.50</b>
8-15-25	310,000.00	2.750%	2-15-25	81,376.25	8-15-25	81,376.25	<b>472,752.50</b>
8-15-26	315,000.00	2.850%	2-15-26	77,113.75	8-15-26	77,113.75	<b>469,227.50</b>
8-15-27	325,000.00	3.500%	2-15-27	72,625.00	8-15-27	72,625.00	<b>470,250.00</b>
8-15-28	340,000.00	3.500%	2-15-28	66,937.50	8-15-28	66,937.50	<b>473,875.00</b>
8-15-29	350,000.00	3.500%	2-15-29	60,987.50	8-15-29	60,987.50	<b>471,975.00</b>
8-15-30	360,000.00	3.500%	2-15-30	54,862.50	8-15-30	54,862.50	<b>469,725.00</b>
8-15-31	375,000.00	3.500%	2-15-31	48,562.50	8-15-31	48,562.50	<b>472,125.00</b>
8-15-32	385,000.00	4.000%	2-15-32	42,000.00	8-15-32	42,000.00	<b>469,000.00</b>
8-15-33	405,000.00	4.000%	2-15-33	34,300.00	8-15-33	34,300.00	<b>473,600.00</b>
8-15-34	420,000.00	4.000%	2-15-34	26,200.00	8-15-34	26,200.00	<b>472,400.00</b>
8-15-35	435,000.00	4.000%	2-15-35	17,800.00	8-15-35	17,800.00	<b>470,600.00</b>
8-15-36	455,000.00	4.000%	8-15-36	9,100.00	8-15-36	9,100.00	<b>473,200.00</b>
	<b>\$ 6,180,000.00</b>			<b>\$ 1,150,965.75</b>		<b>\$ 1,150,965.75</b>	<b>\$ 8,481,931.50</b>

Interest Rate: 1.430% - 4.000%

Amount Issued: \$6,450,000.00

Amount Outstanding: \$6,180,000.00

Term (Years): 20 Years

Paying Agent: Amegy Bank

Pay Date: Principal 8/15  
Interest 2/15 and 8/15

# CITY OF CLEBURNE

\$12,985,000

4B Sales Tax Revenue Refunding Bonds, Series 2017

Self-Supported Debt

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-19	705,000.00	4.000%	2-15-19	200,350.00	8-15-19	186,250.00	<b>1,091,600.00</b>
2-15-20	735,000.00	4.000%	2-15-20	186,250.00	8-15-20	171,550.00	<b>1,092,800.00</b>
2-15-21	765,000.00	4.000%	2-15-21	171,550.00	8-15-21	156,250.00	<b>1,092,800.00</b>
2-15-22	795,000.00	4.000%	2-15-22	156,250.00	8-15-22	140,350.00	<b>1,091,600.00</b>
2-15-23	820,000.00	2.000%	2-15-23	140,350.00	8-15-23	132,150.00	<b>1,092,500.00</b>
2-15-24	835,000.00	2.250%	2-15-24	132,150.00	8-15-24	122,756.25	<b>1,089,906.25</b>
2-15-25	855,000.00	2.500%	2-15-25	122,756.25	8-15-25	112,068.75	<b>1,089,825.00</b>
2-15-26	880,000.00	2.500%	2-15-26	112,068.75	8-15-26	101,068.75	<b>1,093,137.50</b>
2-15-27	905,000.00	4.000%	2-15-27	101,068.75	8-15-27	82,968.75	<b>1,089,037.50</b>
2-15-28	940,000.00	3.000%	2-15-28	82,968.75	8-15-28	68,868.75	<b>1,091,837.50</b>
2-15-29	970,000.00	3.125%	2-15-29	68,868.75	8-15-29	53,712.50	<b>1,092,581.25</b>
2-15-30	1,000,000.00	3.375%	2-15-30	53,712.50	8-15-30	36,837.50	<b>1,090,550.00</b>
2-15-31	1,035,000.00	3.500%	2-15-31	36,837.50	8-15-31	18,725.00	<b>1,090,562.50</b>
2-15-32	1,070,000.00	3.500%	2-15-32	18,725.00	8-15-32		<b>1,088,725.00</b>
	<b>\$ 12,310,000.00</b>			<b>\$ 1,583,906.25</b>		<b>\$ 1,383,556.25</b>	<b>\$ 15,277,462.50</b>

Interest Rate: 2.000% - 4.000%

Amount Issued: \$12,985,000.00

Amount Outstanding: \$12,310,000.00

Term (Years): 16 years

Paying Agent: Amegy Bank

Pay Date: Principal 2/15  
Interest 2/15 and 8/15

# Special Revenue Funds

Housing Fund

Hotel/Motel Fund

Transit System Fund

4A Economic Development Corporation

4B Sales Tax Fund

All Other Special Revenue Funds



**CITY OF CLEBURNE**

**HOUSING**

**FUND 6**

**FY 2019**

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.

	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BUDGET FY 2019</b>
BEGINNING FUND BALANCE	\$ 39,847	\$ (19,596)	\$ (45,598)	\$ (45,598)	\$ (53,788)
REVENUES:	1,253,607	1,339,799	1,436,388	1,487,163	1,511,452
VOUCHERED ADMIN	179,727	169,409	211,601	163,345	163,345
VOUCHERED HAP	1,060,911	1,162,383	1,192,251	1,289,947	1,292,769
PORT IN	5,059	-	-	-	-
FRAUD RECOVREY	7,696	7,684	6,000	6,900	6,000
TRANSFER IN	-	-	26,321	26,321	48,688
INTEREST REVENUE	214	323	215	650	650
EXPENDITURES:	\$ (1,313,050)	\$ (1,365,801)	\$ (1,383,746)	\$ (1,495,353)	\$ (1,506,351)
SALARIES AND WAGES	106,351	109,939	112,275	111,113	114,238
BENEFITS	51,257	45,920	51,517	48,319	48,636
SUPPLIES AND MATERIALS	7,339	3,073	3,830	3,350	3,688
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	8,282	5,440	5,657	5,581	6,198
CONTRACTURAL AND MISC SERVICES	1,139,821	1,201,429	1,210,467	1,326,990	1,333,591
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ (19,596)</b>	<b>\$ (45,598)</b>	<b>\$ 7,044</b>	<b>\$ (53,788)</b>	<b>\$ (48,687)</b>

# HOUSING SUMMARY

Department Number - 0668  
Public Services

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## WHY DO WE EXIST?

This department provides a service to the community by providing rental assistance to the very low income, elderly, and disabled. Without this department, families may be homeless or living in substandard housing. The program 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.

## WHAT DO WE DO?

The City of Cleburne Housing Department was established by the City Council in 1976 to aid the City in receiving CDBG grant monies through the Department of Housing & Urban Development, which allows cities to provide decent housing, suitable living environments, and opportunities to expand economic development. The department receives funding from HUD to administer the Housing Choice Voucher Program. This department works very closely with the participants and area landlords. The area of operation for Cleburne Housing Agency is the municipality for which it is created and the area within five (5) miles of the territorial boundaries of the municipality and not in the boundaries of another housing authority (unless they have been granted permission to operate in that area).

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Continue to gradually increase lease-up rate by conducting monthly orientations for potential participants	Ongoing	Ongoing
Continue to monitor funding and expenditures so that tax dollars are managed wisely	Ongoing	Ongoing
Continue to meet reporting requirements and deadlines in order to maintain high performance status with HUD	Ongoing	Department met all deadlines
Update current Administrative Plan based on federal regulation changes	Ongoing	Pending further guidance on changes to federal regulations

OTHER ACCOMPLISHMENTS FY 2018

- Remains a high performing housing authority per HUD established guidelines;
- Preparing to contract with a new property/landlord in the Joshua area, Mariposa Senior Community (within 5 mile boundary);
- Participating in the North Texas Regional Housing Assessment group which has contracted UTA to submit Further Fair Housing Assessment to HUD (HUD extended deadline to be completed in 2019);
- Increased the number of voucher administered by the Department. The monthly average voucher administered for 2017 was 233; the monthly average voucher administered for the current fiscal year is 240.

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Aesthetic Enhancements/Qualify of Life Programs	Update current Administrative Plan based on federal regulation changes	50%	75%
Aesthetic Enhancements/Qualify of Life Programs	Continue to increase the lease-up rate by conducting monthly orientations for new participants.	50%	50%
Aesthetic Enhancements/Qualify of Life Programs	Continue to monitor funding and expenditures so that federal tax dollars are managed wisely.	100%	100%
Aesthetic Enhancements/Qualify of Life Programs	Continue to meet HUD reporting requirements and deadlines in order to maintain high performance status.	100%	100%

**PERFORMANCE MEASURES**

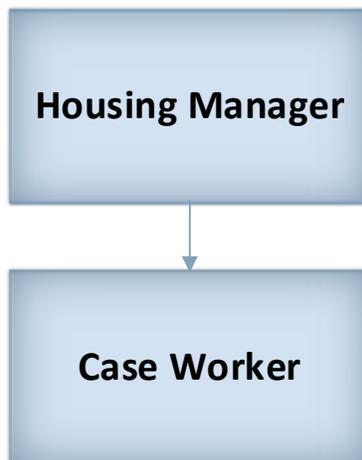
<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Average monthly participating families	233	245	255
Terminated participants annually	44	25	25
Inspections conducted annually	325	325	350
Examinations conducted annually	233	245	255
Briefings conducted annually	11	10	11
Hearings conducted annually	4	5	5

<b>PARTICIPANT SOURCE OF INCOME</b>	
Social Security/Pension	73%
Employment/Wages	12%
Disability	11%
Child Support	2%
Non-Wage (family assistance)	2%

<b>PARTICIPANT STATUS:</b>	
Elderly	65%
Disabled	24%
Other	11%

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
HOUSING MANAGER	25	1	1	1
CASE WORKER	13	1	1	1
<b>TOTAL</b>		<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>BUDGET FY 2019</b>
SALARIES AND WAGES	106,351	109,939	112,275	111,113	114,238		114,238
BENEFITS	51,257	45,920	51,517	48,319	48,636		48,636
SUPPLIES AND MATERIALS	7,339	3,073	3,830	3,350	3,688	-	3,688
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	8,282	5,440	5,657	5,581	6,198	-	6,198
CONTRACTURAL AND MISC SERVICES	1,139,821	1,201,429	1,210,467	1,326,990	1,333,591	-	1,333,591
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>06-68</b>	\$ <b>1,313,050</b>	\$ <b>1,365,801</b>	\$ <b>1,383,746</b>	\$ <b>1,495,353</b>	\$ <b>1,506,351</b>	\$ <b>-</b>	\$ <b>1,506,351</b>

**CITY OF CLEBURNE**  
**HOTEL/MOTEL TAX**  
**FUND 7**  
**FY 2019**

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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 101,943	\$ 120,621	\$ 178,431	\$ 178,431	\$ 454,061
REVENUES:	420,583	448,725	386,500	674,600	421,500
TAX REVENUE - HOTEL/MOTEL	419,910	446,988	385,000	420,000	420,000
NON-OPERATING REVENUE	-	-	-	250,000	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN	-	-	-	-	-
INTEREST REVENUE	673	1,737	1,500	4,600	1,500
EXPENDITURES:	\$ (401,905)	\$ (390,915)	\$ (383,995)	\$ (398,970)	\$ (669,368)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	21,500	17,131	16,500	1,000	8,700
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	13,300
CONTRACTURAL AND MISC SERVICES	380,405	373,784	367,495	397,970	447,368
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - IMPROVEMENTS	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	200,000
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 120,621</b>	<b>\$ 178,431</b>	<b>\$ 180,936</b>	<b>\$ 454,061</b>	<b>\$ 206,193</b>

**CITY OF CLEBURNE**  
**TRANSPORTATION**  
**FUND 8**  
**FY 2019**

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 an enhance the citizen'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 167,301 and servicing 734 square miles and urban public transportation to a community of 46,145 and servicing 36 square miles.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 354,640	\$ 447,381	\$ 278,965	\$ 278,965	\$ 262,769
REVENUES:	1,243,282	1,140,509	1,096,875	1,107,256	1,202,981
SECTION 5307	221,871	288,144	179,658	120,914	85,016
SECTION 5311	404,441	379,136	405,109	405,109	487,485
SECTION 5310	1,588	-	-	45,000	45,000
SECTION 5311 TX	300,165	258,025	309,802	309,802	359,279
LOGISTICARE	50,144	1,115	-	-	-
AREA AGENCY ON AGING	11,535	11,574	11,534	11,534	11,304
SERVICE, PASSENGER FARES	79,772	86,487	80,200	95,000	95,000
SERVICE, OTHER	10,200	10,000	10,800	10,800	10,800
CONTRIBUTIONS	102,410	105,915	99,372	108,697	108,697
TRANSFER IN	60,000	-	-	-	-
INTEREST REVENUE	1,156	113	400	400	400
EXPENDITURES:	\$ (1,150,541)	\$ (1,308,925)	\$ (1,305,053)	\$ (1,123,452)	\$ (1,242,462)
SALARIES AND WAGES	613,224	586,821	667,069	590,998	655,938
BENEFITS	306,748	243,335	303,108	271,065	285,143
SUPPLIES AND MATERIALS	123,627	112,489	174,125	139,425	172,525
M&R - LAND, STRUCTURES AND	3,752	2,707	26,800	2,800	2,800
M&R - EQUIPMENT AND VEHICLES	65,123	92,673	83,100	70,100	76,100
CONTRACTURAL AND MISC SERVICES	36,361	33,811	49,800	48,013	48,905
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	655	236,038	-	-	-
TRANSFER OUT	1,051	1,051	1,051	1,051	1,051
<b>ENDING FUND BALANCE</b>	<b>\$ 447,381</b>	<b>\$ 278,965</b>	<b>\$ 70,787</b>	<b>\$ 262,769</b>	<b>\$ 223,288</b>

# CITY/COUNTY TRANSPORTATION SUMMARY

Department Number - 0859

Public Services-Community

## WHY DO WE EXIST?

City/County Transportation provides a demand response transportation program to the elderly, disabled and general public residents of Cleburne and Johnson County.

## WHAT DO WE DO?

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-fare (1/2 price) passes are available to students under the age of 18, seniors 60 years of age and older, and those with disabilities documented by written confirmation from the doctor. Additionally, we provide contracted trips through the NCTCOG Area Agency on Aging. We also provide round trip commuter bus service three times daily, departing from the Intermodal Depot and ending at the Ft. Worth ITC.

### CURRENT BUDGET YEAR (FY 2018) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2018
Information Sharing/Community Involvement	Heighten awareness of City/County Transportation by placing information in health related services locations in Johnson County	% OF PROGRESS	Provide information to 40% of all health related services facilities
Aesthetic Enhancements/Quality of Life Programs	Outfit a portion of our fleet with video cameras through a FTA grant through NCTCOG	% OF PROGRESS	100% Completion
Aesthetic Enhancements/Quality of Life Programs	Explore additional sources of revenue (advertising inside buses, last-mile package delivery, etc.)	% OF PROGRESS	Have three secured contracts

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

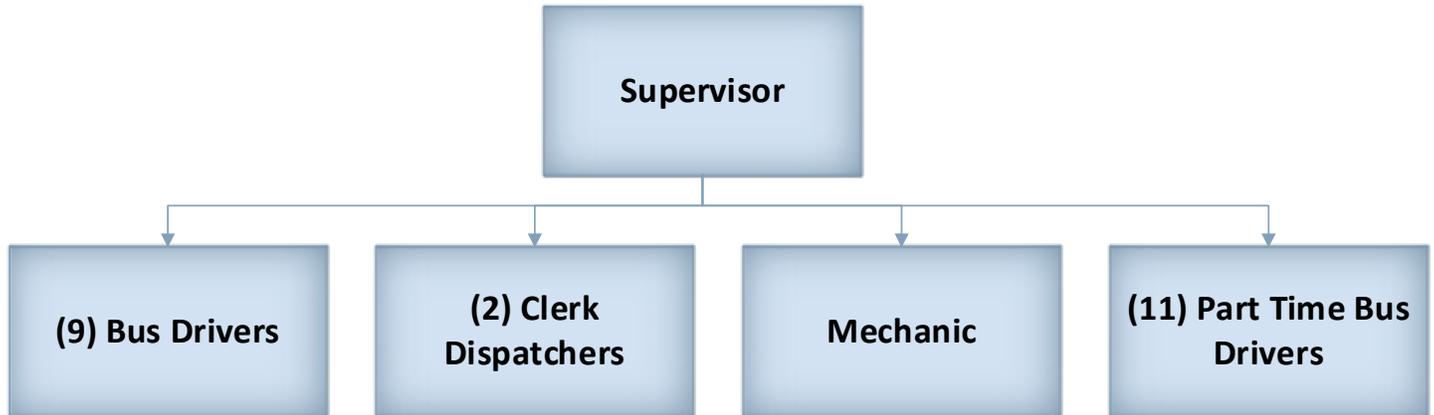
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Information Sharing/Community Involvement	Heighten awareness of City/County Transportation by adding a weblink on other Johnson County cities websites back to City/County Transportation's homepage.	% OF PROGRESS	Provide information to 40% of all health related services facilities
Aesthetic Enhancements/Quality of Life Programs	Outfit a portion of our fleet with video cameras through a FTA grant through NCTCOG	% OF PROGRESS	100% Completion
Aesthetic Enhancements/Quality of Life Programs	Upgrade radios on all fixed route buses	% OF PROGRESS	Have three radios installed

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Number of one-way trips	33,616	34,000	34,500
Cost per trip	\$31.87	\$31.50	\$31.50
Percentage of On-time Performance	96%	95%	95%

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
TRANSPORTATION SUPERVISOR	17	1	1	1
MECHANIC	16	1	1	1
BUS DRIVER	10	9	9	9
CLERK - DISPATCHER	11	2	2	2
<b>TOTAL</b>		<b>13</b>	<b>13</b>	<b>13</b>
<b>PART TIME</b>		<b>11</b>	<b>11</b>	<b>11</b>



**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>BUDGET FY 2019</b>
SALARIES AND WAGES	613,224	586,821	667,069	590,998	655,938		655,938
BENEFITS	306,748	243,335	303,108	271,065	285,143		285,143
SUPPLIES AND MATERIALS	123,627	112,489	174,125	139,425	172,525	-	172,525
M&R - LAND, STRUCTURES AND STREETS	3,752	2,707	26,800	2,800	2,800	-	2,800
M&R - EQUIPMENT AND VEHICLES	65,123	92,673	83,100	70,100	76,100	-	76,100
CONTRACTURAL AND MISC SERVICES	36,361	33,811	49,800	48,013	48,905	-	48,905
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	655	236,038	-	-	-	-	-
TRANSFER OUT	1,051	1,051	1,051	1,051	1,051	-	1,051
<b>08-59</b>	<b>\$ 1,150,541</b>	<b>\$ 1,308,925</b>	<b>\$ 1,305,053</b>	<b>\$ 1,123,453</b>	<b>\$ 1,242,462</b>	<b>\$ -</b>	<b>\$ 1,242,462</b>

**CITY OF CLEBURNE**  
**4B ECONOMIC DEVELOPMENT CORPORATION**  
**FUND 9**  
**FY 2019**

This fund is used to account for the proceeds of the 4B Sales Tax. On August 11, 2001, the citizens of Cleburne approved a 1/2 cent sales tax increase. This sales tax has funded construction of Splash Station, the Cleburne Sports Complex, Cleburne Conference Center and Theatre, Booker T Washington Rec Center and several parks improvements throughout the City. A temporary Railroad is now opened. 4B Sales tax funds are also used to fund the maintenance and operation expenses of these projects.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 1,925,694	\$ 1,767,524	\$ 2,185,825	\$ 2,185,825	\$ 2,448,119
REVENUES:	2,676,341	3,018,456	2,738,500	2,808,600	2,816,000
SALES TAX REVENUE	2,670,846	2,779,966	2,726,500	2,726,500	2,785,000
PROCEEDS FROM BOND SALES	-	54,038	-	-	-
SALE OF ASSETS	-	2,114	-	-	-
INSURANCE RECOVERY	-	5,813	-	51,100	-
BOND PREMIUM	-	162,569	-	-	-
INTEREST REVENUE	5,495	13,956	12,000	31,000	31,000
EXPENDITURES:	\$ (2,834,511)	\$ (2,600,155)	\$ (2,979,947)	\$ (2,546,306)	\$ (3,144,718)
WORKERS COMPENSATION	81,724	14,347	-	-	-
ADMINISTRATIVE COST ALLOCATION	149,412	115,263	131,271	151,954	109,077
CONTRACTUAL & MISCELLANEOUS	25,801	18,682	3,772	3,772	1,679
BOOKER T WASHINGTON	-	9,483	45,200	18,639	16,950
SPLASH STATION	73,415	17,838	220,300	101,184	198,980
SPORTS COMPLEX	175,023	28,434	-	-	157,625
RAILROAD MUSEUM	19,049	-	225,000	-	243,150
PARKS & REC	-	-	-	-	25,000
CAPITAL LEASE - EQUIPMENT BTW	19,375	19,375	19,375	19,375	19,375
DEBT SERVICE BOND PRINCIPAL	580,000	605,000	675,000	675,000	705,000
DEBT SERVICE BOND INTEREST & FISCAL	606,043	747,932	420,100	420,100	390,600
TRANSFER OUT	1,104,669	1,023,801	1,239,929	1,156,282	1,277,282
DEBT RESERVE	295,586	281,745	272,300	272,300	272,900
ENDING FUND BALANCE	\$ 1,471,938	\$ 1,904,080	\$ 1,672,078	\$ 2,175,819	\$ 1,846,501

**CITY OF CLEBURNE**  
**LAW ENFORCEMENT OFFICER STANDARDS**  
**FUND 10**  
**FY 2019**

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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 9,064	\$ 9,018	\$ 11,230	\$ 11,230	\$ 10,213
REVENUES:	4,863	4,812	4,741	4,836	3,950
TX LAW ENFORCEMENT - POLICE	3,912	4,714	3,796	3,823	3,800
TX LAW ENFORCEMENT - FIRE	910		900	853	-
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN	-	-	-	-	-
INTEREST REVENUE	41	98	45	160	150
EXPENDITURES:	\$ (4,909)	\$ (2,600)	\$ (7,000)	\$ (5,853)	\$ (5,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	4,909	2,600	7,000	5,853	5,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 9,018</b>	<b>\$ 11,230</b>	<b>\$ 8,971</b>	<b>\$ 10,213</b>	<b>\$ 9,163</b>

**CITY OF CLEBURNE****T.I.F. DISTRICT #1****FUND 11****FY 2019**

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

	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BUDGET FY 2019</b>
BEGINNING FUND BALANCE	\$ 906,046	\$ 1,051,488	\$ 1,275,263	\$ 1,275,263	\$ 1,543,908
REVENUES:	245,382	239,275	262,503	270,445	257,371
TAXES, AD VALOREM, CITY	160,568	149,440	165,501	158,093	151,269
TAXES, AD VALOREM, COUNTY	81,003	79,259	87,002	89,352	83,102
INTEREST REVENUE	3,811	10,576	10,000	23,000	23,000
EXPENDITURES:	\$ (99,940)	\$ (15,500)	\$ (243,995)	\$ (1,800)	\$ (242,195)
SPARKS DRIVE CONNECTION	99,940	15,500	243,995	1,800	242,195
<b>ENDING FUND BALANCE</b>	<b>\$ 1,051,488</b>	<b>\$ 1,275,263</b>	<b>\$ 1,293,771</b>	<b>\$ 1,543,908</b>	<b>\$ 1,559,084</b>

**CITY OF CLEBURNE**

**T.I.F. DISTRICT #2**

**FUND 12**

**FY 2019**

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

	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BUDGET FY 2019</b>
BEGINNING FUND BALANCE	\$ 653,233	\$ 760,886	\$ 887,468	\$ 887,468	\$ 1,001,892
REVENUES:	127,289	129,807	145,724	146,933	156,539
TAXES, AD VALOREM, CITY	82,436	80,076	90,598	84,605	98,646
TAXES, AD VALOREM, COUNTY	41,945	42,212	47,626	46,628	54,193
INTEREST REVENUE	2,908	7,519	7,500	15,700	3,700
EXPENDITURES:	\$ (19,636)	\$ (3,225)	\$ (5,344)	\$ (32,509)	\$ (891,456)
DOWNTOWN REHABILITATION	19,636	3,225	5,344	2,119	-
DOWNTOWN SIDEWALKS / LANDSCAPE	-	-	-	30,390	891,456
<b>ENDING FUND BALANCE</b>	<b>\$ 760,886</b>	<b>\$ 887,468</b>	<b>\$ 1,027,848</b>	<b>\$ 1,001,892</b>	<b>\$ 266,975</b>

**CITY OF CLEBURNE**

**T.I.F. DISTRICT #3**

**FUND 13**

**FY 2019**

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

	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BUDGET FY 2019</b>
BEGINNING FUND BALANCE	\$ 198,584	\$ 299,200	\$ 98,544	\$ 98,544	\$ 88,362
REVENUES:	100,616	94,344	138,729	94,818	114,514
TAXES, AD VALOREM, CITY	90,086	82,773	121,996	81,915	99,631
TAXES, AD VALOREM, COUNTY	9,567	10,994	16,033	11,403	13,683
INTEREST REVENUE	963	577	700	1,500	1,200
EXPENDITURES:	\$ -	\$ (295,000)	\$ (105,000)	\$ (105,000)	\$ -
REIMBURSE CAPITAL PROJECTS FUND	-	-	100,000	100,000	-
REIMBURSE JOHNSON COUNTY	-	295,000	5,000	5,000	-
<b>ENDING FUND BALANCE</b>	<b>\$ 299,200</b>	<b>\$ 98,544</b>	<b>\$ 132,273</b>	<b>\$ 88,362</b>	<b>\$ 202,876</b>

**CITY OF CLEBURNE**  
**EMERGENCY MANAGEMENT**  
**FUND 14**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 3,097	\$ -	\$ -	\$ -	\$ -
REVENUES:	28,652	28,088	37,130	33,972	38,270
LUMINANT POWER CONTRACT	21,750	21,750	21,750	21,750	21,750
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	5,522	5,070	12,304	9,778	13,216
TRANSFER IN WATER & SEWER	1,380	1,268	3,076	2,444	3,304
INTEREST REVENUE	-	-	-	-	-
EXPENDITURES:	\$ (31,749)	\$ (28,088)	\$ (37,130)	\$ (33,972)	\$ (38,270)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	5,489	4,792	5,700	5,787	6,070
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	9,960	9,960	15,860	12,960	15,860
CONTRACTURAL AND MISC SERVICES	16,300	13,336	15,570	15,225	16,340
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF CLEBURNE**  
**CERTIFICATE OF FRANCHISE**  
**FUND 15**  
**FY 2019**

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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 167,898	\$ 190,410	\$ 240,548	\$ 240,548	\$ 277,748
REVENUES:	48,000	50,138	44,500	52,200	52,200
FRANCHISE TAX - CABLE	47,256	48,339	43,000	48,000	48,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
INTEREST REVENUE	744	1,799	1,500	4,200	4,200
EXPENDITURES:	\$ (25,488)	\$ -	\$ (15,000)	\$ (15,000)	\$ (15,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	3,913	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	21,575	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	15,000	15,000	15,000
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 190,410</b>	<b>\$ 240,548</b>	<b>\$ 270,048</b>	<b>\$ 277,748</b>	<b>\$ 314,948</b>

**CITY OF CLEBURNE**  
**4A ECONOMIC DEVELOPMENT CORPORATION**  
**FUND 17**  
**FY 2019**

This fund is used to account for the proceeds of the 4A Sales Tax. On November 3, 2015, the citizens of Cleburne approved a 1/2 cent sales tax increase, to 8.25%. This sales tax funds the payment of debt issued to finance construction of The Depot Ballpark Stadium.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ -	\$ 12,542,146	\$ 2,939,039	\$ 2,939,039	\$ 4,108,599
REVENUES:	26,717,246	14,396,378	2,740,500	2,778,750	2,825,000
SALES TAX REVENUE	1,330,205	2,779,966	2,726,500	2,726,500	2,785,000
PROCEEDS FROM BOND SALES	24,875,000	6,450,000	-	-	-
SALE OF ASSETS	-	5,110,962	-	-	-
BOND PREMIUM	461,738	-	-	-	-
INTEREST REVENUE	50,303	55,450	14,000	52,250	40,000
EXPENDITURES:	\$ (14,175,100)	\$ (23,999,485)	\$ (2,003,855)	\$ (1,609,190)	\$ (2,866,489)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	277	18,469	55,171	30,470	39,000
M&R - LAND, STRUCTURES AND	-	414	75,324	3,524	50,324
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	2	10,486	31,635	29,890	32,559
DEBT SERVICE BOND PRINCIPAL	-	-	270,000	270,000	1,260,000
DEBT SERVICE BOND INTEREST &	337,925	1,924,550	1,196,725	1,196,725	1,192,864
CAPITAL OUTLAY - LAND AND	13,836,896	22,045,566	375,000	78,581	291,742
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 12,542,146</b>	<b>\$ 2,939,039</b>	<b>\$ 3,675,684</b>	<b>\$ 4,108,599</b>	<b>\$ 4,067,110</b>

**CITY OF CLEBURNE**  
**RECREATION FUND**  
**FUND 19**  
**FY 2019**

This fund uses service revenues to fund Parks and Recreation related expenditures.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 25,880	\$ 29,124	\$ 29,370	\$ 29,370	\$ 20,964
REVENUES:	14,980	12,441	13,757	13,757	13,100
SERVICE-CLASSES/PROGRAMS	169	35	-	-	-
SERVICE, RENT - OTHER	14,700	12,150	13,557	13,557	13,000
NON-OPERATING INCOME	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
INTEREST REVENUE	111	256	200	200	100
EXPENDITURES:	\$ (11,736)	\$ (12,195)	\$ (38,545)	\$ (22,163)	\$ (30,082)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	1,444	1,275	1,705	1,705	1,700
M&R - LAND, STRUCTURES AND	-	-	25,000	8,618	16,382
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	10,292	10,920	11,840	11,840	12,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 29,124</b>	<b>\$ 29,370</b>	<b>\$ 4,582</b>	<b>\$ 20,964</b>	<b>\$ 3,982</b>

**CITY OF CLEBURNE**  
**MINERAL LEASES AND ROYALTIES**  
**FUND 21**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 2,349,795	\$ 2,039,657	\$ 931,070	\$ 931,070	\$ 606,401
REVENUES:	191,024	393,508	266,000	384,000	323,000
MINERAL & LEASE REVENUE	181,717	378,419	260,000	370,000	320,000
SERVICE, RENT - OTHER	-	-	-	-	-
NON-OPERATING INCOME	19	20	-	-	-
INTEREST REVENUE	9,288	15,069	6,000	14,000	3,000
EXPENDITURES:	\$ (501,162)	\$ (1,502,095)	\$ (709,169)	\$ (708,669)	\$ (501,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	1,162	1,220	1,500	1,000	1,000
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	875	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	1,000,000	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT - GRANT FUND	-	-	207,669	207,669	-
TRANSFER OUT - CAPITAL PROJECTS	500,000	500,000	500,000	500,000	500,000
<b>ENDING FUND BALANCE</b>	<b>\$ 2,039,657</b>	<b>\$ 931,070</b>	<b>\$ 487,901</b>	<b>\$ 606,401</b>	<b>\$ 428,401</b>

**CITY OF CLEBURNE**  
**DISPOSAL WELL**  
**FUND 22**  
**FY 2019**

This fund uses disposal well royalty revenues to fund disposal well related expenditures.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 2,712,050	\$ 2,235,141	\$ 249,019	\$ 249,019	\$ 388,719
REVENUES:	199,803	134,381	128,000	144,700	146,000
DISPOSAL WELL ROYALTIES	189,817	117,762	125,000	140,000	140,000
SERVICE, RENT - OTHER	-	-	-	-	-
NON-OPERATING INCOME	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	9,986	16,619	3,000	4,700	6,000
EXPENDITURES:	\$ (676,712)	\$ (2,120,503)	\$ (5,000)	\$ (5,000)	\$ (5,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	2,012	8,803	5,000	5,000	5,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	674,700	2,111,700	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT - GRANT FUND	-	-	-	-	-
TRANSFER OUT - CAPITAL PROJECTS	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 2,235,141</b>	<b>\$ 249,019</b>	<b>\$ 372,019</b>	<b>\$ 388,719</b>	<b>\$ 529,719</b>

**CITY OF CLEBURNE**  
**GAS WELL ADMINISTRATION**  
**FUND 23**  
**FY 2019**

This fund is used to account for inspection and annual permit fees and related expenditures.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES:	749,689	751,617	808,750	724,500	714,500
PERMITS, FEES	747,000	746,500	804,650	716,500	706,500
SERVICE, RENT - OTHER	-	-	-	-	-
NON-OPERATING INCOME	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	2,689	5,117	4,100	8,000	8,000
EXPENDITURES:	\$ (749,689)	\$ (751,617)	\$ (808,750)	\$ (724,500)	\$ (714,500)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT - GENERAL FUND	749,689	751,617	808,750	724,500	714,500
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF CLEBURNE**  
**MISCELLANEOUS GRANTS FUND**  
**FUND 39**  
**FY 2019**

This fund was created to be used for minor grant revenue from various agencies. The funds are used for the purposes so designated by the grant.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ (228,149)	\$ -
GRANT REVENUES:	77,381	301,034	2,424,246	1,809,258	195,475
BULLET PROOF VEST GRANT	2,005	5,818	7,053	7,053	9,600
BULLET PROOF VEST GRANT CITY MATCH	2,005	5,818	7,053	7,053	9,600
TRANSFER FROM GENERAL					
CRIMINAL JUSTICE - BODY CAMERA	-	-	-	-	15,600
UPGRADES					
BODY CAMERA UPGRADES CITY MATCH	-	-	-	-	3,900
TRANSFER FROM GENERAL					
ANIMAL SERVICES MADDIE'S FUND	-	2,000	2,000	-	-
ANIMAL SERVICES PETFINDER	-	10,000	10,000	-	-
LIBRARY TEXAS BOOK FESTIVAL	2,300	75	-	-	-
HOMELAND SECURITY TACTICAL ROBOT	-	19,995	-	-	-
CRIMINAL JUSTICE - CRIME DATA TECH	22,338	15,593	-	-	-
CRIMINAL JUSTICE - VEHICLE CRIME ID	-	57,884	-	-	-
CLEBURNE PATIENT OUTREACH PROGRAM	-	-	-	-	25,000
CRIMINAL JUSTICE - NIBRS	-	-	-	-	126,510
STEP WAVE	8,060	776	-	-	-
MOBILE COMMAND STATION	-	-	79,810	79,975	-
HOMELAND SECURITY BALLISTIC BLANKETS	-	-	3,000	3,000	-
HOMELAND SECURITY NIGHT VISION	-	-	31,950	31,950	-
SOLID WASTE GRANT	35,422	60,916	-	-	-
FIRE TIFMAS	3,521	-	3,565	3,565	3,565
FIRE NCTTRAC	1,730	-	1,700	1,700	1,700
BOAT RAMP	-	-	500,000	-	-
BOAT RAMP MATCH TRANSFER FROM	-	-	227,000	66,860	-
TTC SIDEWALK GRANT	-	122,159	779,969	657,810	-
TTC SIDEWALK PROJECT MATCH TRANSFER	-	-	563,477	742,623	-
FROM FUND 53					
TTC SIDEWALK PROJECT MATCH TRANSFER	-	-	207,669	207,669	-
FROM FUND 21					
EXPENDITURES:	\$ (77,381)	\$ (529,183)	\$ (2,424,246)	\$ (1,581,109)	\$ (195,475)
SALARIES AND WAGES	17,225	41,691	-	-	-
BENEFITS	4,484	20,097	-	-	-
SUPPLIES AND MATERIALS	10,794	23,982	49,056	49,056	38,700
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	1,599	300	-	-	126,510
CONTRACTUAL AND MISC SERVICES	6,576	16,503	17,265	5,265	30,265
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	31,202	319,106	2,278,115	1,446,813	-
CAPITAL OUTLAY - EQUIPMENT	5,501	105,458	79,810	79,975	-
TRANSFER OUT	-	2,046	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ (228,149)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF CLEBURNE**  
**COURT TECHNOLOGY**  
**FUND 41**  
**FY 2019**

Any persons 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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 40,932	\$ 55,672	\$ 69,455	\$ 69,455	\$ 49,272
REVENUES:	18,081	13,843	13,529	17,850	17,850
FINES, FEES	17,863	13,269	13,000	17,000	17,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	218	574	529	850	850
EXPENDITURES:	\$ (3,341)	\$ (60)	\$ (40,980)	\$ (38,033)	\$ (3,600)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	891	60	38,480	35,533	3,600
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	2,450	-	2,500	2,500	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 55,672</b>	<b>\$ 69,455</b>	<b>\$ 42,004</b>	<b>\$ 49,272</b>	<b>\$ 63,522</b>

**CITY OF CLEBURNE**

**CHILD SAFETY**

**FUND 45**

**FY 2019**

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.

	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BUDGET FY 2019</b>
BEGINNING FUND BALANCE	\$ 5,321	\$ 6,866	\$ 8,245	\$ 8,245	\$ 8,365
REVENUES:	1,875	1,721	1,550	620	620
FINES	1,850	1,650	1,500	500	500
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	25	71	50	120	120
EXPENDITURES:	\$ (330)	\$ (342)	\$ (500)	\$ (500)	\$ (2,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	330	342	500	500	2,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 6,866</b>	<b>\$ 8,245</b>	<b>\$ 9,295</b>	<b>\$ 8,365</b>	<b>\$ 6,985</b>

**CITY OF CLEBURNE**  
**COURT SECURITY FUND**  
**FUND 46**  
**FY 2019**

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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 5,281	\$ 9,220	\$ 9,935	\$ 9,935	\$ 12,080
REVENUES:	13,439	11,086	12,580	12,250	12,200
FINES	13,408	10,997	12,500	12,100	12,100
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	31	89	80	150	100
EXPENDITURES:	\$ (9,500)	\$ (10,371)	\$ (16,909)	\$ (10,105)	\$ (23,100)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	7,409	-	-
M&R - LAND, STRUCTURES AND	-	-	-	605	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	871	-	-	13,600
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	9,500	9,500	9,500	9,500	9,500
<b>ENDING FUND BALANCE</b>	<b>\$ 9,220</b>	<b>\$ 9,935</b>	<b>\$ 5,606</b>	<b>\$ 12,080</b>	<b>\$ 1,180</b>

**CITY OF CLEBURNE**  
**ABANDONED VEHICLE FUND**  
**FUND 47**  
**FY 2019**

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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 17,460	\$ 21,292	\$ 21,291	\$ 21,291	\$ 23,340
REVENUES:	11,011	8,889	6,450	8,140	6,400
FINES/FEES, AUCTION	10,903	8,629	6,300	7,700	6,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	108	260	150	440	400
EXPENDITURES:	\$ (7,179)	\$ (8,890)	\$ (6,091)	\$ (6,091)	\$ (19,740)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	3,231	3,054	3,500	3,500	3,500
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	31	1,905	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	3,917	3,931	2,591	2,591	16,240
<b>ENDING FUND BALANCE</b>	<b>\$ 21,292</b>	<b>\$ 21,291</b>	<b>\$ 21,650</b>	<b>\$ 23,340</b>	<b>\$ 10,000</b>

**CITY OF CLEBURNE**  
**POLICE FORFEITURE**  
**FUND 48**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 15,764	\$ 14,475	\$ 8,552	\$ 8,552	\$ 13,061
REVENUES:	1,626	95	1,070	5,509	1,100
FORFEITURES	1,564	-	1,000	5,359	1,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	62	95	70	150	100
EXPENDITURES:	\$ (2,915)	\$ (6,018)	\$ (1,000)	\$ (1,000)	\$ (4,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	1,440	650	1,000	1,000	4,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	1,475	5,368	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 14,475</b>	<b>\$ 8,552</b>	<b>\$ 8,622</b>	<b>\$ 13,061</b>	<b>\$ 10,161</b>

**CITY OF CLEBURNE**  
**TRUANCY PREVENTION FUND**  
**FUND 50**  
**FY 2019**

This fund is derived from a \$1.00 fee (for truancy prevention) and the \$5.00 fee (for Juvenile Case Manager services) retained by the City when any person is convicted in the City of Cleburne Municipal Court. These fees are established by the Code of Criminal Procedure for the promotion of juvenile recidivism and diversion programs.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 6,418	\$ 30,629	\$ 16,796	\$ 16,796	\$ 11,721
REVENUES:	24,802	21,126	18,030	23,290	23,315
FINES, FEES, MUNICIPAL COURT	24,755	20,887	18,000	23,000	23,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	47	239	30	290	315
EXPENDITURES:	\$ (591)	\$ (34,959)	\$ (28,365)	\$ (28,365)	\$ (28,365)
SALARIES AND WAGES	326	20,468	16,039	16,039	16,039
BENEFITS	265	14,491	12,326	12,326	12,326
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 30,629</b>	<b>\$ 16,796</b>	<b>\$ 6,461</b>	<b>\$ 11,721</b>	<b>\$ 6,671</b>

**CITY OF CLEBURNE**  
**MUSEUM BOARD FUND**  
**FUND 81**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 67,364	\$ 58,604	\$ 61,339	\$ 61,339	\$ 55,839
REVENUES:	13,514	9,726	11,400	5,500	5,500
MUSEUM STORE SALES	3,243	4,307	4,000	2,500	2,500
CONTRIBUTIONS	10,025	4,940	7,000	2,100	2,100
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	246	479	400	900	900
EXPENDITURES:	\$ (22,274)	\$ (6,991)	\$ (13,500)	\$ (11,000)	\$ (10,050)
SALARIES AND WAGES	2,199	2,120	2,327	2,327	2,327
BENEFITS	168	173	173	173	173
SUPPLIES AND MATERIALS	4,437	57	4,000	4,000	1,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	11,946	2,010	3,000	3,000	5,050
MISC & SUNDRY EXPENSES	3,524	2,631	4,000	1,500	1,500
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 58,604</b>	<b>\$ 61,339</b>	<b>\$ 59,239</b>	<b>\$ 55,839</b>	<b>\$ 51,289</b>

**CITY OF CLEBURNE**  
**MUSEUM DONATIONS FUND**  
**FUND 82**  
**FY 2019**

This fund is used by the Museum to account for donations that are received to fund Museum expenditures.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 19,848	\$ 27,083	\$ 38,482	\$ 38,482	\$ 42,550
REVENUES:	17,592	17,133	17,300	15,668	15,668
SERVICE, RENT - OTHER	4,966	4,968	5,000	4,968	4,968
NON-OPERATING REVENUE	339	-	-	-	-
CONTRIBUTIONS	12,167	11,848	12,000	10,000	10,000
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	120	317	300	700	700
EXPENDITURES:	\$ (10,357)	\$ (5,734)	\$ (11,600)	\$ (11,600)	\$ (12,700)
SALARIES AND WAGES	1,893	714	2,160	2,160	2,160
BENEFITS	144	54	340	340	340
SUPPLIES AND MATERIALS	4,344	2,825	5,100	5,100	5,200
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	3,976	2,141	4,000	4,000	5,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 27,083</b>	<b>\$ 38,482</b>	<b>\$ 44,182</b>	<b>\$ 42,550</b>	<b>\$ 45,518</b>

**CITY OF CLEBURNE**  
**POLICE DONATION FUND**  
**FUND 83**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 13,181	\$ 14,842	\$ 15,618	\$ 11,099	\$ 9,078
REVENUES:	11,861	8,201	5,125	13,040	4,100
CONTRIBUTIONS - POLICE	5,793	381	500	2,200	2,000
CONTRIBUTIONS - ANIMAL SHELTER	5,992	7,682	4,500	10,600	2,000
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	76	138	125	240	100
EXPENDITURES:	\$ (10,200)	\$ (11,944)	\$ (20,743)	\$ (15,061)	\$ (9,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
PD - SUPPLIES AND MATERIALS	2,217	2,560	1,406	1,400	3,000
PD - OTHER SERVICES	1,968	80	-	1,005	1,000
PD - REMODEL	-	-	11,300	7,725	-
ANIMAL SHELTER - SUPPLIES	17	1,957	-	1,408	1,500
ANIMAL SHELTER - OTHER SERVICES	5,998	7,347	8,037	3,523	3,500
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 14,842</b>	<b>\$ 11,099</b>	<b>\$ -</b>	<b>\$ 9,078</b>	<b>\$ 4,178</b>

**CITY OF CLEBURNE**  
**PARKS DONATION FUND**  
**FUND 84**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 29,080	\$ 32,573	\$ 41,481	\$ 41,481	\$ 45,786
REVENUES:	7,283	18,199	17,300	16,505	17,700
SERVICE, RENT CINCO DE MAYO	-	625	650	675	650
SERVICE, MCGREGOR PARK RENTALS	4,825	3,263	2,350	4,475	2,350
CONTRIBUTIONS - CINCO DE MAYO	-	13,810	13,750	10,250	13,750
MCGREGOR CONTRIBUTIONS	1,360	150	150	275	150
CONTRIBUTIONS - OTHER	970	-	100	100	100
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	128	351	300	730	700
EXPENDITURES:	\$ (3,790)	\$ (9,291)	\$ (12,200)	\$ (12,200)	\$ (12,200)
CINCO DE MAYO EXPENSES	-	-	9,100	9,100	9,100
MCGREGOR EXPENSES	-	-	3,000	3,000	3,000
OTHER SUPPLIES & MATERIALS	3,790	9,291	100	100	100
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 32,573</b>	<b>\$ 41,481</b>	<b>\$ 46,581</b>	<b>\$ 45,786</b>	<b>\$ 51,286</b>

**CITY OF CLEBURNE**  
**LIBRARY FUNDRAISER PROJECTS FUND**  
**FUND 85**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 11,669	\$ 10,800	\$ 10,630	\$ 10,630	\$ 12,026
REVENUES:	3,579	3,221	3,300	3,396	3,400
SERVICE REVENUE	1,700	1,345	1,700	-	-
DONATIONS	1,824	1,769	1,500	3,200	3,200
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	55	107	100	196	200
EXPENDITURES:	\$ (4,448)	\$ (3,391)	\$ (2,000)	\$ (2,000)	\$ (5,500)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	4,448	3,391	2,000	2,000	4,500
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -LIBRARY BOOKS	-	-	-	-	1,000
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 10,800</b>	<b>\$ 10,630</b>	<b>\$ 11,930</b>	<b>\$ 12,026</b>	<b>\$ 9,926</b>

**CITY OF CLEBURNE**  
**LIBRARY DONATION FUND**  
**FUND 86**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 11,851	\$ 14,287	\$ 15,160	\$ 15,160	\$ 14,212
REVENUES:	3,344	5,497	3,015	5,052	3,250
DONATIONS	3,285	5,370	3,000	4,800	3,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	59	127	15	252	250
EXPENDITURES:	\$ (908)	\$ (4,624)	\$ (15,000)	\$ (6,000)	\$ (6,500)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	908	3,715	2,500	2,500	4,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	909	2,500	2,500	1,500
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -LIBRARY BOOKS	-	-	10,000	1,000	1,000
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 14,287</b>	<b>\$ 15,160</b>	<b>\$ 3,175</b>	<b>\$ 14,212</b>	<b>\$ 10,962</b>

**CITY OF CLEBURNE**  
**PUBLIC WORKS DONATIONS**  
**FUND 87**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 2,158	\$ 1,831	\$ 1,725	\$ 1,725	\$ 1,142
REVENUES:	342	114	103	227	120
DONATIONS	334	100	100	200	100
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	8	14	3	27	20
EXPENDITURES:	\$ (669)	\$ (220)	\$ (700)	\$ (810)	\$ (600)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	34	192	500	610	400
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	635	28	200	200	200
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 1,831</b>	<b>\$ 1,725</b>	<b>\$ 1,128</b>	<b>\$ 1,142</b>	<b>\$ 662</b>

**CITY OF CLEBURNE**  
**FIRE DONATIONS**  
**FUND 88**  
**FY 2019**

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

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 116,158	\$ 118,673	\$ 120,298	\$ 120,298	\$ 122,358
REVENUES:	2,515	1,625	1,750	2,060	2,100
DONATIONS	2,010	673	700	100	100
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	505	952	1,050	1,960	2,000
EXPENDITURES:	\$ -	\$ -	\$ (119,138)	\$ -	\$ (124,458)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -911 MONUMENT	-	-	119,138	-	124,458
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 118,673</b>	<b>\$ 120,298</b>	<b>\$ 2,910</b>	<b>\$ 122,358</b>	<b>\$ -</b>

# Enterprise Funds

**Water – Wastewater Fund**  
**Airport Fund**  
**Drainage Utility Fund**

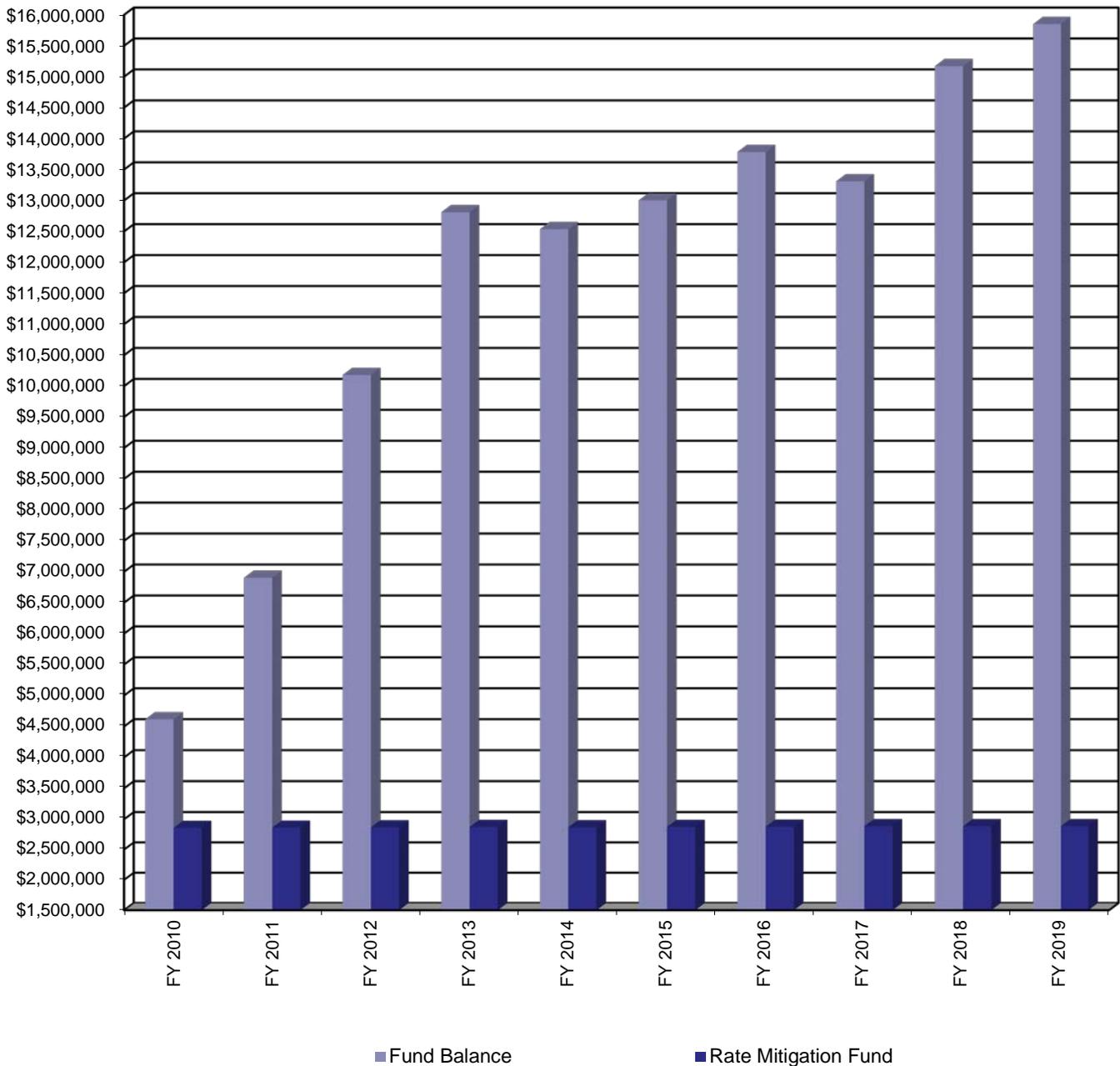


# Water-Wastewater Fund



# Water-Wastewater Fund Rate Mitigation & Fund Balance

FY 2010-FY 2019



The 2018 data is an estimated amount, and the 2019 data is the budgeted amount. The projection reserve was established in 1999 to enable the Water-Wastewater Fund to continue operations during times of crisis and/or significantly reduced revenue. The establishment of this reserve targets 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. Fund balance includes Unreserved Fund Balance, Capital Reserve, and Contingency Reserve. See Water-Wastewater Fund Summary of Receipts and Disbursements.

**ENTERPRISE FUND  
WATER - WASTEWATER  
FUND 60  
Summary of Receipts & Disbursements  
FY 2019**

	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
Beginning Fund Balance	\$ 18,326,655	\$ 21,512,050	\$ 21,512,050	\$ 21,905,551	\$ 21,905,551	\$ 24,946,680
<b>Receipts:</b>						
Water Revenue	13,070,520	12,832,000	13,431,433	13,431,388	13,523,000	13,402,800
Wastewater Revenue	8,334,958	7,879,000	8,104,338	8,380,780	8,299,000	8,302,000
Water and Sewer Connections	96,653	68,851	76,209	79,290	79,290	79,290
Penalty Charges	347,034	313,319	338,791	345,000	315,000	315,000
Interest Revenue	75,531	40,000	165,610	168,000	318,414	293,414
Miscellaneous	87,522	80,502	100,031	157,100	137,000	136,000
Sale of assets	-	-	44,053	-	13,208	-
Total Receipts:	22,012,218	21,213,672	22,260,465	22,561,558	22,684,912	22,528,504
<b>Expenses:</b>						
Salaries and Wages	2,497,084	2,912,495	2,727,409	2,860,314	2,844,813	2,855,471
Benefits	944,848	1,647,253	1,317,642	1,604,337	1,380,870	1,488,996
Supplies and Materials	1,685,040	1,917,335	1,756,635	1,517,025	1,708,995	1,710,655
Maintenance - Building	337,779	406,346	345,376	522,800	421,350	367,800
Maintenance - Equipment	475,034	1,022,536	810,005	704,520	652,712	696,914
Contractual and Misc. Services	1,495,282	1,509,225	1,204,544	1,485,144	2,065,482	2,180,873
Interest Expense & Fiscal Charges	2,693,099	2,850,899	2,588,486	2,447,589	2,458,089	2,315,839
Capital Expenditures	1,222,542	3,768,751	3,000,430	744,185	46,522	596,625
Other Non-Operating Expenditures	-	-	-	-	-	852,785
Total Expenditures	11,350,708	16,034,840	13,750,527	11,885,914	11,578,833	13,065,958
<b>Other Non-Operating &amp; Transfers Out</b>						
Debt Principal & Contractual Obligations	4,790,000	5,005,000	5,005,000	5,140,000	4,515,000	4,830,000
Transfers Out	2,686,114	3,809,635	3,111,437	3,453,940	3,549,950	3,541,837
Total Non-Operating & Transfers Out	7,476,114	8,814,635	8,116,437	8,593,940	8,064,950	8,371,837
Total Expenditures & Transfers Out	18,826,822	24,849,475	21,866,964	20,479,854	19,643,783	21,437,795
Change in Net Fund Balance	3,185,396	(3,635,803)	393,501	2,081,704	3,041,129	1,090,709
<b>Fund Balance</b>						
Debt Reserves	4,883,244	5,097,037	5,097,037	5,317,158	5,317,158	5,351,073
Capital Reserve	6,668,000	7,000,000	7,000,000	8,000,000	8,000,000	10,000,000
Contingency Reserve	-	500,000	-	500,000	-	500,000
Ending Unreserved Fund Balance	\$ 9,960,806	\$ 5,279,210	\$ 9,808,514	\$ 10,170,097	\$ 11,629,522	\$ 10,186,316
90 Days of Operating Expenditure Coverage	\$ 2,798,805	\$ 3,953,796	\$ 3,390,541	\$ 2,930,773	\$ 2,855,055	\$ 3,221,743
<b>Reserves in Detail</b>						
Rate Mitigation Reserve Balance	2,878,448	2,886,192	2,886,192	2,886,192	2,886,192	2,886,192
Senior Lien Debt Reserve	1,110,208	1,314,462	1,314,462	1,535,865	1,535,865	1,569,780
TWDB Payment Reserve	894,588	896,383	896,383	895,101	895,101	895,101
Capital Reserve	6,668,000	7,000,000	7,000,000	8,000,000	8,000,000	10,000,000
Contingency Reserve	-	500,000	-	500,000	-	500,000
Total Reserves	\$ 11,551,244	\$ 12,597,037	\$ 12,097,037	\$ 13,817,158	\$ 13,317,158	\$ 15,851,073

**Water-Wastewater Fund**  
**Summary of Receipts & Disbursements**  
**Projected FY 2020 - FY 2024**

	Projected	Projected	Projected	Projected	Projected
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>REVENUES</b>					
Water Revenue	\$ 13,671,000	\$ 14,013,000	\$ 14,363,000	\$ 14,758,000	\$ 15,164,000
Wastewater Revenue	8,468,000	8,680,000	8,897,000	9,142,000	9,393,000
Utility Taps Income	81,000	83,000	85,000	87,000	89,000
Penalty Charges	321,000	329,000	337,000	346,000	356,000
Interest on Investments	299,000	306,000	314,000	323,000	332,000
Miscellaneous	139,000	142,000	146,000	150,000	154,000
<b>TOTAL REVENUES</b>	<b>22,979,000</b>	<b>23,553,000</b>	<b>24,142,000</b>	<b>24,806,000</b>	<b>25,488,000</b>
<b>EXPENDITURES</b>					
Salaries	2,926,858	3,000,029	3,075,030	3,151,906	3,230,703
Benefits	1,526,221	1,564,376	1,603,486	1,643,573	1,684,662
Supplies	1,753,432	1,797,267	1,842,199	1,888,254	1,935,460
Maintenance - Building	376,995	386,420	396,080	405,982	416,132
Maintenance - Equipment	714,337	732,195	750,500	769,263	788,494
Services	2,235,395	2,291,280	2,348,562	2,407,276	2,467,458
Debt Service Interest & Fiscal Fees	2,036,709	1,776,963	1,530,274	1,300,582	1,059,700
<b>TOTAL EXPENDITURES</b>	<b>11,569,946</b>	<b>11,548,531</b>	<b>11,546,131</b>	<b>11,566,836</b>	<b>11,582,610</b>
<b>Other (Sources) Uses of Funds:</b>					
Transfers to Other Funds	3,533,222	3,614,882	3,698,991	3,785,623	3,874,854
W&WW Debt Payments - **	6,080,000	6,340,000	5,500,000	5,730,000	5,970,000
<b>Total Other Sources and Uses</b>	<b>9,613,222</b>	<b>9,954,882</b>	<b>9,198,991</b>	<b>9,515,623</b>	<b>9,844,854</b>
<b>TOTAL ALL EXPENDITURES &amp; OTHER USES</b>	<b>21,183,168</b>	<b>21,503,413</b>	<b>20,745,122</b>	<b>21,082,459</b>	<b>21,427,464</b>
<b>BEGINNING FUND BALANCE</b>	<b>20,686,316</b>	<b>22,482,148</b>	<b>24,531,736</b>	<b>22,482,148</b>	<b>26,205,690</b>
<b>INCREASE / (DECREASE TO FUND BALANCE</b>	<b>1,795,832</b>	<b>2,049,587</b>	<b>3,396,878</b>	<b>3,723,541</b>	<b>4,060,536</b>
<b>Reserves:</b>					
Rate Mitigation Reserve Balance	2,892,192	2,898,192	2,904,192	2,910,192	2,916,192
Senior Lein Reserve	1,740,117	1,791,187	1,842,257	1,893,327	1,944,397
TWDB Payment Reserve	895,101	895,101	895,101	895,101	895,101
Reserve for Capital Projects	10,000,000 *	10,000,000 *	10,000,000 *	10,000,000 *	10,000,000 *
Contingency Reserve	500,000	500,000	500,000	500,000	500,000
<b>PROJECTED UNRESERVED ENDING FUND BALANCE</b>	<b>\$ 6,454,738</b>	<b>\$ 8,447,256</b>	<b>\$ 11,787,063</b>	<b>\$ 10,007,070</b>	<b>\$ 14,010,536</b>

**ASSUMPTIONS**

Water/Wastewater Revenues are projected to increase annually between two percent and two and three quarters of a percent.

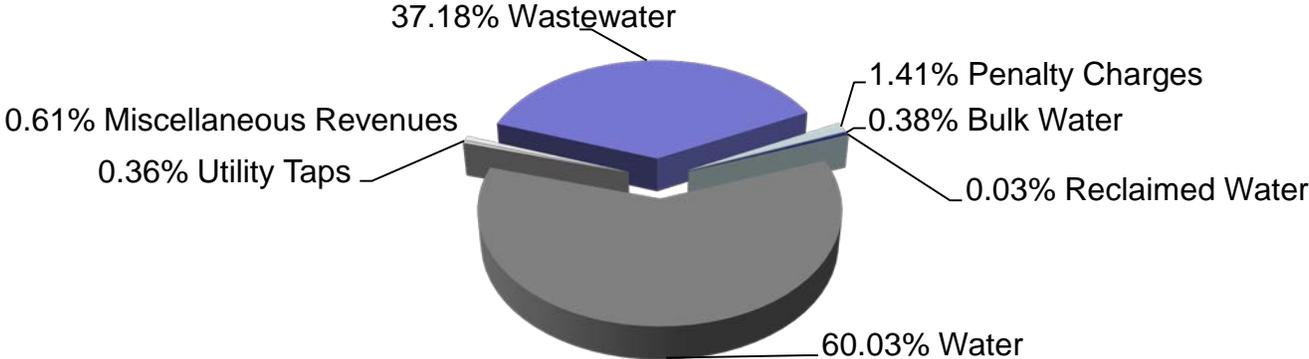
Operating expenses are projected to increase annually by two and a half percent.

\* The Reserve for Capital Projects will likely be used in its entirety for construction costs of the wastewater treatment plant expansion

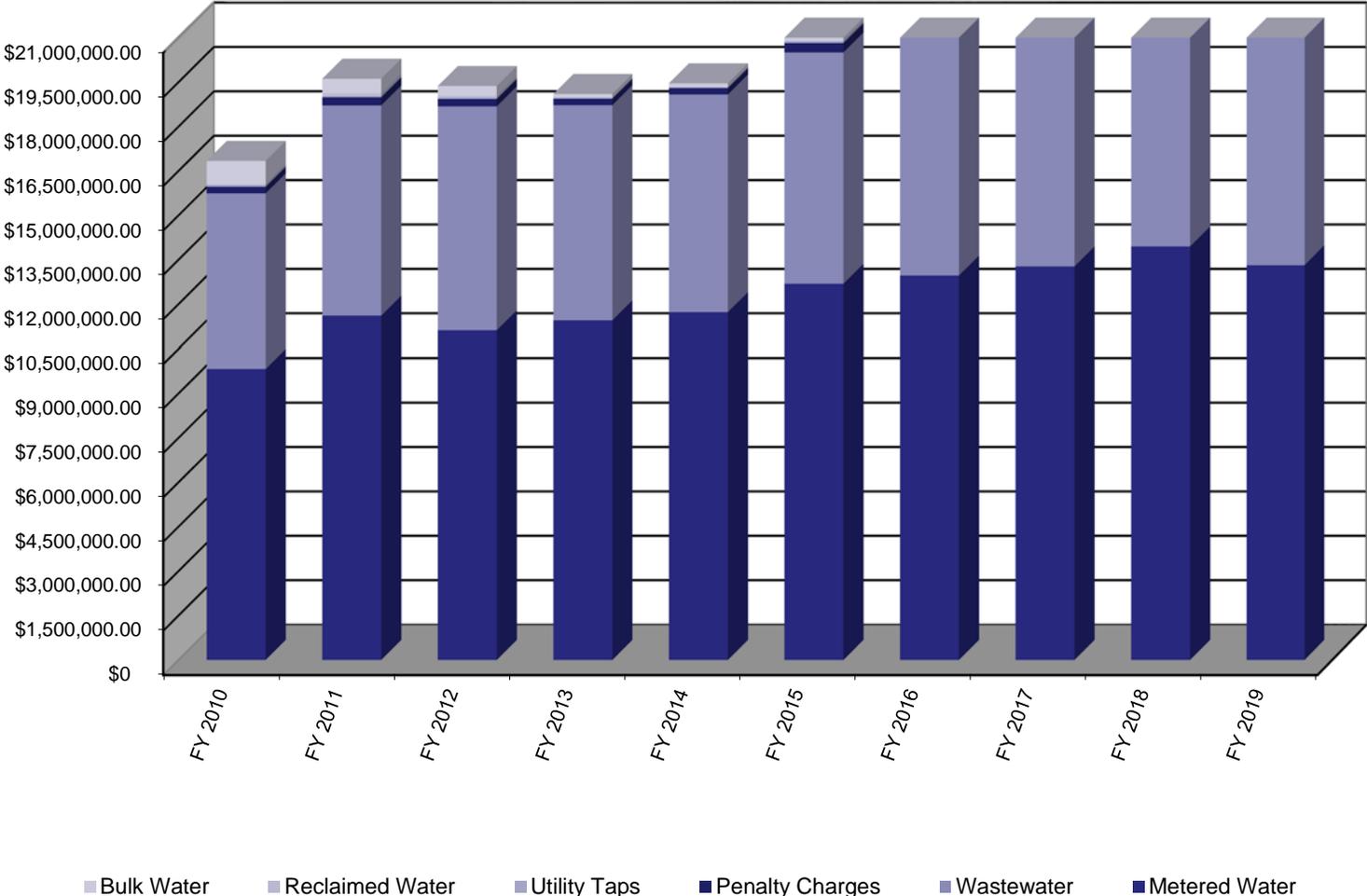
\*\* The plan does not incorporate the future debt issuance for the wastewater treatment plant expansion that will occur during the plan period

# Water-Wastewater Fund Revenues

FY 2019  
\$22,528,504



## FY 2010 – FY 2019



The FY 2018 data is an estimated amount, and the FY 2019 data is the budgeted amount.

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

**CITY OF CLEBURNE**  
 Water/Wastewater Fund Revenues  
 FY 2019 Budget

<b>REVENUES</b>																																		
6015-6578 RECLAIMED WATER	\$ 7,800																																	
<b>Description:</b> Includes sales of sewer affluent through the treatment plant.																																		
6015-6579 BULK WATER SERVICE	\$ 85,000																																	
<b>Description:</b> 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	\$ 13,310,000																																	
<b>Description:</b> Includes the sale of treated water through the distribution system. Residential and commercial rates for:																																		
<b>Inside City Limits:</b> Service Demand Charge - \$22.53 per month 0 gallons and over - \$6.00 per 1000 gallons																																		
<b>Outside City Limits:</b> Service Demand Charge - \$29.14 per month 0 gallons and over - \$7.47 per 1000 gallons																																		
<b>Assumption:</b> No rate increase																																		
<table border="1" style="margin: 10px auto; border-collapse: collapse;"> <caption>Metered Water Sales Collections &amp; % Change 2010-2019</caption> <thead> <tr> <th>Fiscal Year</th> <th>Approximate Sales (\$)</th> <th>% Change</th> </tr> </thead> <tbody> <tr><td>FY 2010</td><td>9,500,000</td><td>-1.49%</td></tr> <tr><td>FY 2011</td><td>11,000,000</td><td>18.19%</td></tr> <tr><td>FY 2012</td><td>10,500,000</td><td>-2.69%</td></tr> <tr><td>FY 2013</td><td>11,500,000</td><td>4.02%</td></tr> <tr><td>FY 2014</td><td>12,000,000</td><td>1.66%</td></tr> <tr><td>FY 2015</td><td>12,500,000</td><td>6.19%</td></tr> <tr><td>FY 2016</td><td>13,000,000</td><td>2.20%</td></tr> <tr><td>FY 2017</td><td>13,500,000</td><td>2.37%</td></tr> <tr><td>FY 2018</td><td>13,800,000</td><td>0.57%</td></tr> <tr><td>FY 2019</td><td>13,500,000</td><td>-0.27%</td></tr> </tbody> </table>		Fiscal Year	Approximate Sales (\$)	% Change	FY 2010	9,500,000	-1.49%	FY 2011	11,000,000	18.19%	FY 2012	10,500,000	-2.69%	FY 2013	11,500,000	4.02%	FY 2014	12,000,000	1.66%	FY 2015	12,500,000	6.19%	FY 2016	13,000,000	2.20%	FY 2017	13,500,000	2.37%	FY 2018	13,800,000	0.57%	FY 2019	13,500,000	-0.27%
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FY 2019	13,500,000	-0.27%																																

## REVENUES (CONTINUED)

6015-6581 WASTEWATER SALES

\$ 8,302,000

**Description:**

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

**Residential & Commercial Accounts:**

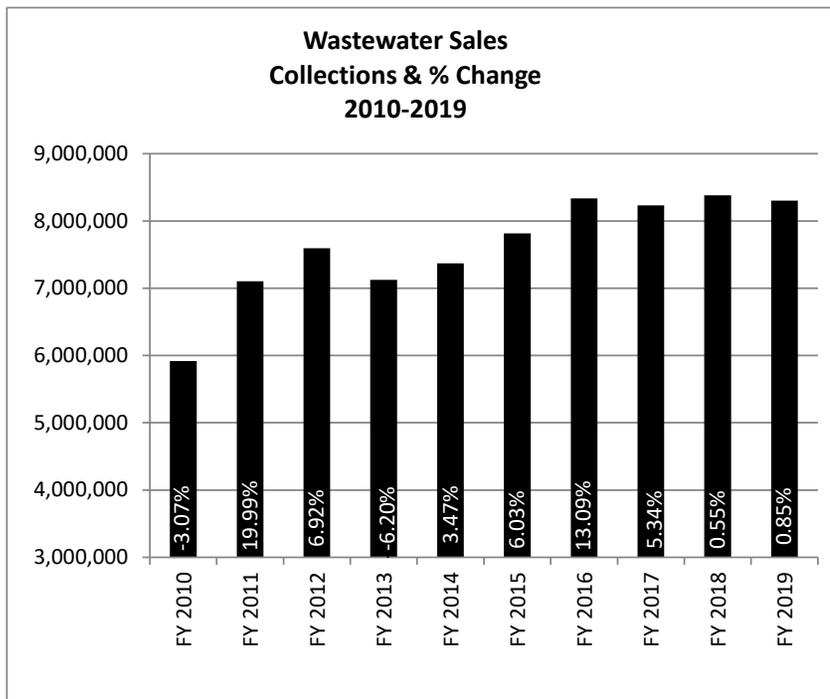
Residential - Service Demand Charge - \$12.58 per month  
 0 to 13,500 gallons - \$3.86 per 1000 gallons  
 Residential Maximum - \$64.68 for 13,500 gallons  
 Commercial - Service Demand Charge - \$12.58 per month  
 Commercial - 0 gallons and over - \$3.86 per 1000 gallons

**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 no rate increase.



## REVENUES (CONTINUED)

6015-6582 TAPS AND CONNECTIONS	\$	79,290
<b>Description:</b>		
Fees are charged to persons desiring to tap onto City water or wastewater lines as follows:		
<b>Water Taps &amp; Connection:</b>		
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
<b>Wastewater Taps:</b>		
Size of Connection		Cost of Tap
Tie-on Fee		\$150.00
4 inch		\$860.00
6 inch		\$895.00
8 inch		\$920.00
<b>Assumption:</b>		
This account is expected to remain stable.		

6015-6587 PENALTY CHARGE TO CUSTOMER	\$	315,000
<b>Description:</b>		
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.		
<b>Assumption:</b>		
This account has reflected slight decrease compared to last year.		

6015-6599 MISCELLANEOUS INCOME	\$	68,000
<b>Description:</b>		
This account includes sewer dump charges, service charges of \$5.00, insufficient check charges of \$25.00, new account connection charges of \$10.00 and other fees that are not contained in the above accounts.		
<b>Assumption:</b>		
This account has reflected slight decrease compared to last year.		

6017-6735 INTEREST ON INVESTMENTS	\$	293,414
<b>Description:</b>		
Interest earnings as a result of investing idle funds and deposits.		
<b>Assumption:</b>		
This estimate reflects a an increase compared to last year.		

6019-XXXX NON OPERATING	\$	8,000
<b>Description:</b>		
Non-operating revenues.		
<b>TOTAL WATER AND WASTEWATER REVENUE</b>		\$ 22,528,504

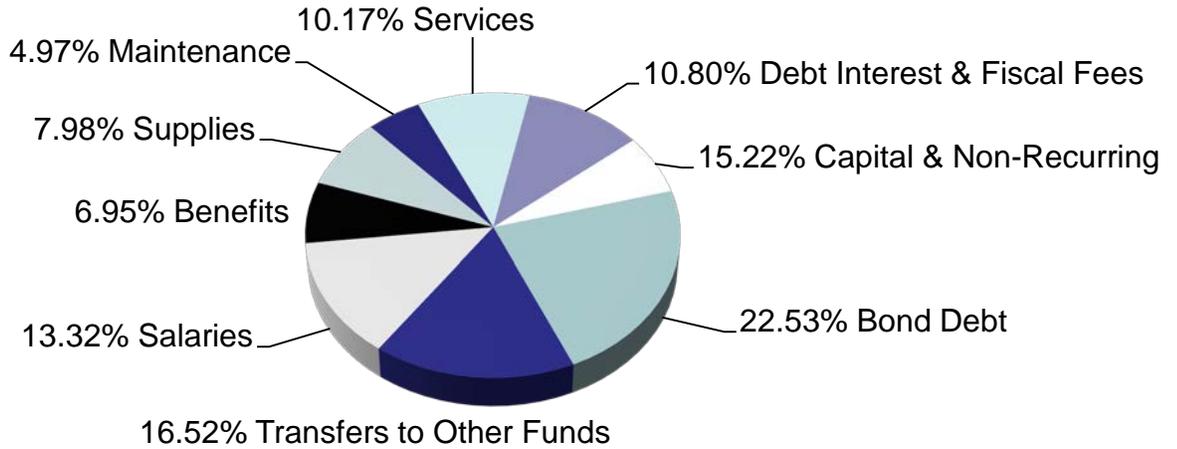
**ENTERPRISE FUND**  
**WATER - WASTEWATER**  
**Revenue By Source**  
**FY 2019**

Code No.	Source	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
<b><u>CHARGES FOR SERVICES</u></b>							
6015-6578	Reclaimed Water Revenue	\$ 552	\$ 500	\$ 7,788	\$ 400	\$ 8,000	\$ 7,800
6015-6579	Bulk Water Revenue	106,271	76,000	125,178	85,000	105,000	85,000
6015-6580	Water Metered Sales	12,963,696	12,755,500	13,298,467	13,345,988	13,410,000	13,310,000
6015-6581	Wastewater Sales	8,334,958	7,879,000	8,104,338	8,380,780	8,299,000	8,302,000
6015-6582	Taps and Connections	96,653	68,851	76,209	79,290	79,290	79,290
<b>Total Charges for Services</b>		<b>21,502,131</b>	<b>20,779,851</b>	<b>21,611,980</b>	<b>21,891,458</b>	<b>21,901,290</b>	<b>21,784,090</b>
<b><u>CHARGES - OTHER</u></b>							
6015-6587	Penalty Charge to Customer	347,034	313,319	338,791	345,000	315,000	315,000
6015-6598	Credit Card Fee	-	-	-	-	60,000	60,000
6015-6599	Miscellaneous Income	62,694	59,227	75,533	146,000	68,000	68,000
<b>Total Charges - Other</b>		<b>409,728</b>	<b>372,546</b>	<b>414,324</b>	<b>491,000</b>	<b>443,000</b>	<b>443,000</b>
<b><u>INTEREST</u></b>							
6017-6735	Interest on Investments	75,531	40,000	165,610	168,000	318,414	293,414
<b>Total Interest</b>		<b>75,531</b>	<b>40,000</b>	<b>165,610</b>	<b>168,000</b>	<b>318,414</b>	<b>293,414</b>
<b><u>NON-OPERATING</u></b>							
6019-XXXX	Non-Operating	24,828	21,275	24,498	11,100	9,000	8,000
6026-XXXX	Sale of Assets	-	-	44,053	-	13,208	-
<b>Total Non-Operating</b>		<b>24,828</b>	<b>21,275</b>	<b>68,551</b>	<b>11,100</b>	<b>22,208</b>	<b>8,000</b>
<b>GRAND TOTALS</b>		<b>\$ 22,012,218</b>	<b>\$ 21,213,672</b>	<b>\$ 22,260,465</b>	<b>\$ 22,561,558</b>	<b>\$ 22,684,912</b>	<b>\$ 22,528,504</b>

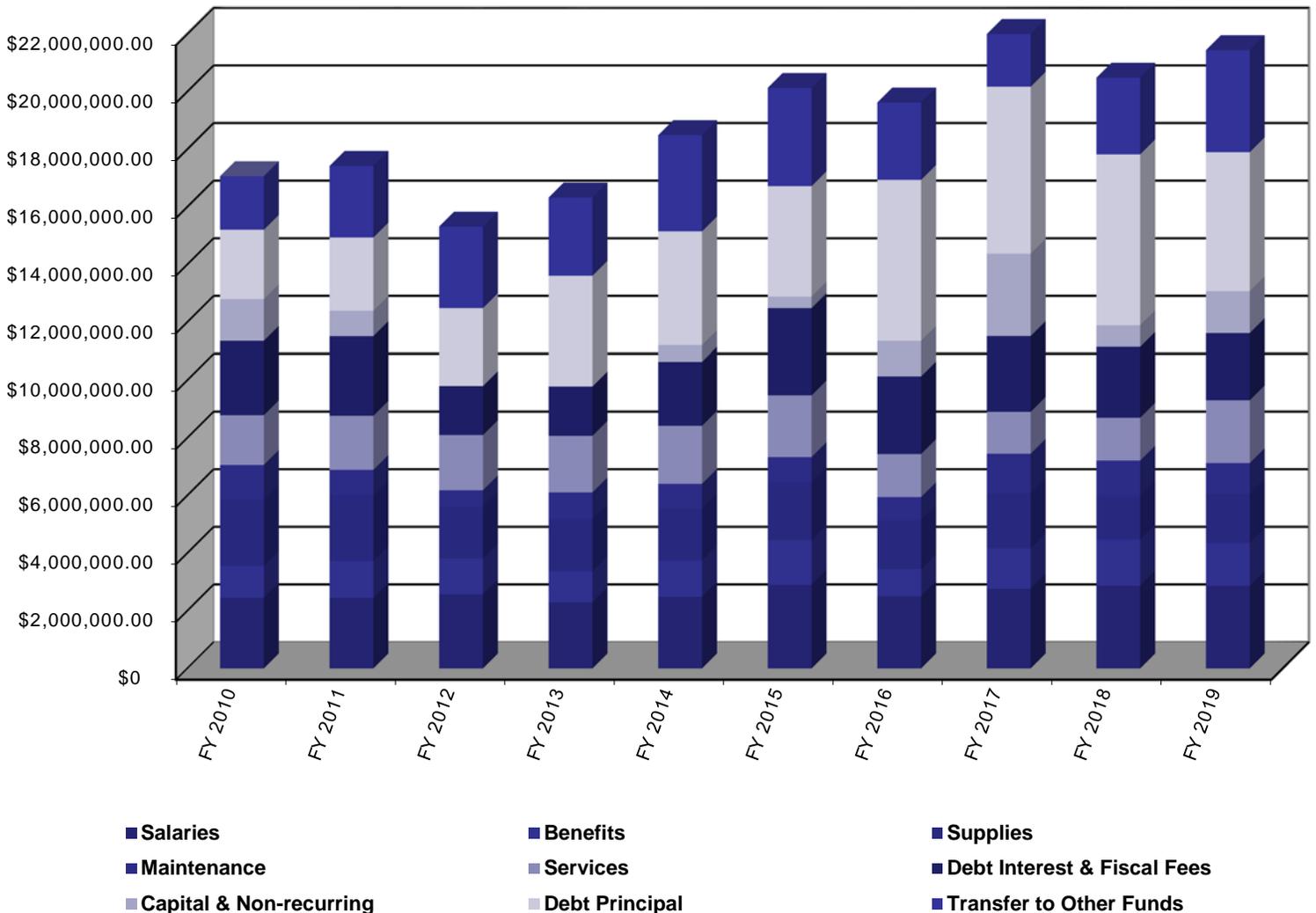
# Water-Wastewater Fund Expenditures

FY 2019

\$22,528,504



## FY 2010-FY 2019



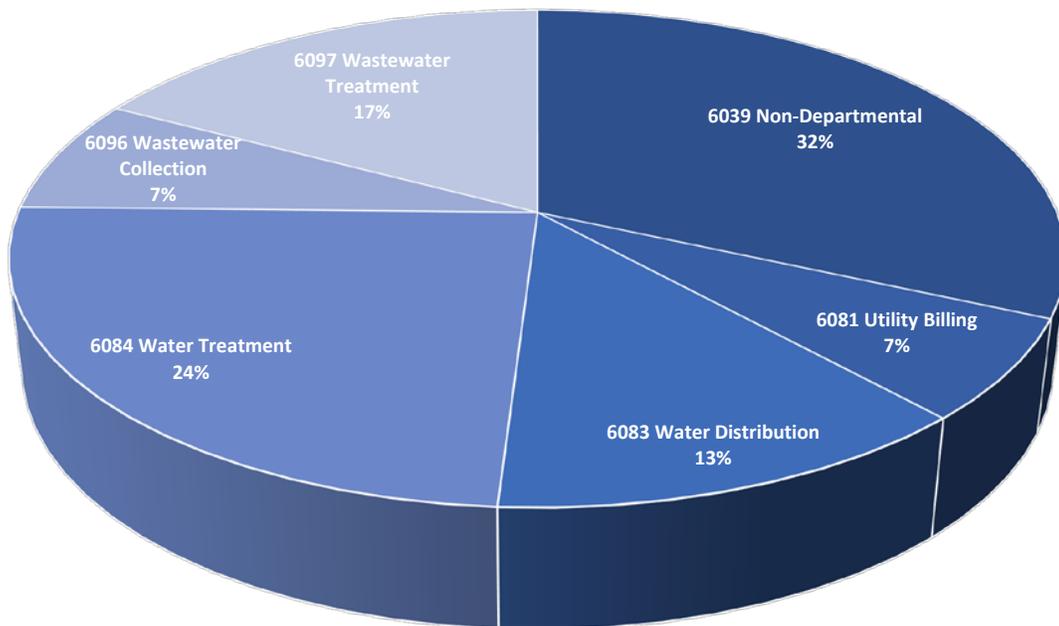
The 2018 data is estimated, and the 2019 data is the budgeted amount. See Water – Wastewater Summary of Receipts & Disbursements for related data.

## Water - Wastewater Fund Expenditures

### Expenses By Department

### FY 2019

	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
6039 Non-Departmental	\$ 4,270,543	\$ 5,860,963	\$ 5,438,512	\$ 3,578,199	\$ 4,077,416	\$ 4,144,433
6081 Utility Billing	758,154	944,419	760,114	950,534	847,323	852,873
6083 Water Distribution	865,089	1,622,379	1,039,019	1,557,977	1,038,062	1,666,606
6084 Water Treatment	2,638,890	3,393,624	2,871,805	2,606,709	2,535,325	3,182,509
6096 Wastewater Collection	836,038	1,384,379	1,229,812	969,196	879,996	971,731
6097 Wastewater Treatment	1,981,995	2,829,076	2,411,266	2,223,299	2,200,710	2,247,806
	<b>\$ 11,350,708</b>	<b>\$ 16,034,840</b>	<b>\$ 13,750,527</b>	<b>\$ 11,885,914</b>	<b>\$ 11,578,833</b>	<b>\$ 13,065,958</b>



# NON-DEPARTMENTAL SUMMARY

Department Number - 6039

Water-Wastewater

## WHY DO WE EXIST?

This department is used to account for those items that benefit all Water/Wastewater departments. The expenditures that are 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, debt service payments, Brazos River Authority payments, master plan, audit charges, administrative charges, and capital outlay.

## DEPARTMENT OBJECTIVES

- Maintain an accounting of the insurance, audit services, and capital outlay provided for all water/wastewater departments

## PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
CITY MANAGER	N/A	0.5	0.5	0.5
DEPUTY CITY MANAGER	N/A	0.5	0.5	0.5
SENIOR ASSISTANT TO THE CITY MANAGER	N/A	0	0.5	0.5
PUBLIC WORKS DIRECTOR	N/A	0.5	0.5	0.5
DIRECTOR OF ENGINEERING	N/A	0	0	0.5
<b>TOTAL</b>		<b>1.5</b>	<b>2.0</b>	<b>2.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>

## LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL REQUESTS FY 2019	BUDGET REQUESTS FY 2019
SALARIES AND WAGES	164,451	230,681	317,579	341,390	370,671	-	370,671
BENEFITS	148,321	60,053	144,261	118,870	152,680	-	152,680
SUPPLIES AND MATERIALS	-	-	-	-	-	-	-
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	8,416	7,337	16,420	11,420	6,420	-	6,420
CONTRACTURAL AND MISC SERVICES	481,638	388,465	537,350	1,139,850	1,183,823	-	1,183,823
MISC & SUNDRY EXPENSES	2,212,184	2,056,504	2,447,589	2,458,089	2,315,839	-	2,315,839
DEBT PRINCIPAL	4,070,000	4,380,000	4,515,000	4,515,000	4,830,000	-	4,830,000
L/T CONTRACTS	720,000	740,000	625,000	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	7,797	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	115,000	-	115,000	-	115,000
<b>60-39</b>	<b>\$ 7,805,009</b>	<b>\$ 7,863,040</b>	<b>\$ 8,718,199</b>	<b>\$ 8,592,416</b>	<b>\$ 8,974,433</b>	<b>\$ -</b>	<b>\$ 8,974,433</b>

# UTILITY BILLING SUMMARY

Department Number 6081

Water-Wastewater

## WHY DO WE EXIST?

The City of Cleburne bills over 12,000 utility accounts monthly. We strive to provide excellent service to all citizens of Cleburne.

## WHAT DO WE DO?

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.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Complete the installation of the remaining 7,000 meters from 3G to 4G throughout the City	99%	Goal FY 19
Update INCODE with the added 4G meters for the complete conversion to the Harmony metering software	99%	Goal FY 19
Implement ACH credit payments to allow customers a more convenient way to submit payment	95%	99%
Promote and encourage customer to utilize the City's E-Bills, resulting in less postage and hard copy bills.	55%	Goal FY 19

### OTHER ACCOMPLISHMENTS FY 2018

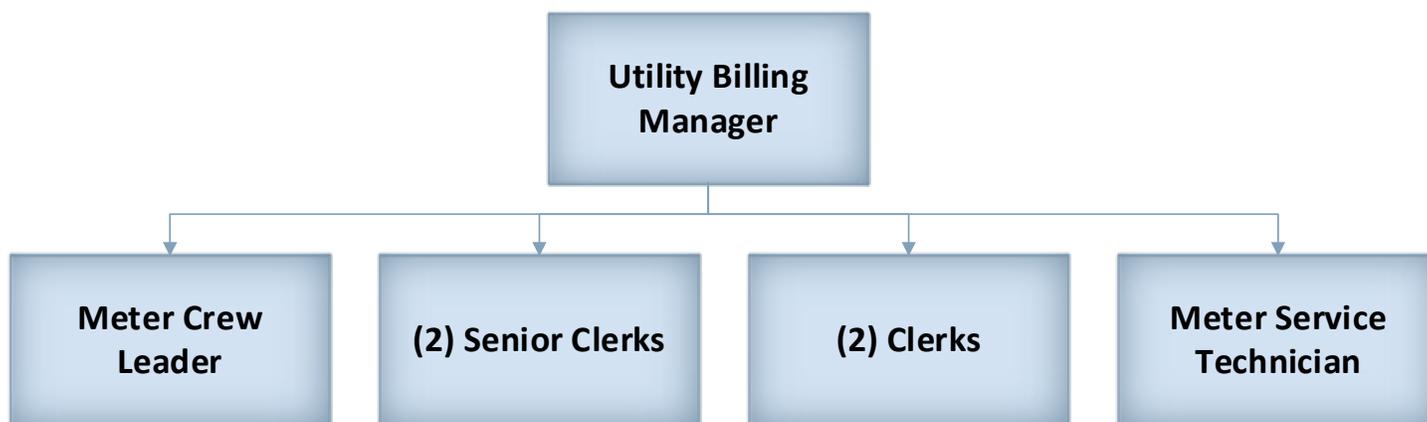
- Purchased and installed several large commercial meters, which resulted in decreasing the City's water loss.
- Replaced four Fire Hydrant meters that were more than ten years old.
- Imported Brazos, one of our top ten users, into our Incode Billing system.
- On two different occasions, UB was recognized by our citizens for outstanding Customer Service.

**PERFORMANCE MEASURES**

Measures	Actual 2017	Estimate 2018	Target 2019
Percent of re-reads	5%	5%	2%
Number of bank drafts	1,298	1,589	1,600
Percent of internet payments	25%	25%	25%
Number of active accounts	10,948	12,500	13,500

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
UTILITY BILLING MANAGER	22	1	1	1
SENIOR CLERK	14	2	2	2
CLERK - UTILITY BILLING	11	2	2	2
CREW LEADER - METER READER	15	1	1	1
TECHNICIAN - METER SERVICE	12	1	1	1
<b>TOTAL</b>		<b>7</b>	<b>7</b>	<b>7</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM DETAIL**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL REQUESTS FY 2019	BUDGET REQUESTS FY 2019
SALARIES AND WAGES							
BENEFITS							
SUPPLIES AND MATERIALS	14,280	13,867	21,330	17,550	21,260	-	21,260
M&R - LAND, STRUCTURES AND STREETS	-	1,311	2,000	550	2,000	-	2,000
M&R - EQUIPMENT AND VEHICLES	38,695	73,908	115,000	99,752	89,002	-	89,002
CONTRACTURAL AND MISC SERVICES	267,460	182,460	277,450	214,977	223,352	-	223,352
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>60-81</b>	\$ 320,435	\$ 271,546	\$ 415,780	\$ 332,829	\$ 335,614	\$ -	\$ 335,614

# WATER DISTRIBUTION SUMMARY

Department Number 6083  
Water-Wastewater

## WHY DO WE EXIST?

The Water Distribution Department distributes to the citizens of Cleburne potable water throughout the distribution system with as few interruptions as possible, while maintaining a uniform flow at a constant pressure to meet the demands of our citizens and the City Fire Protection system.

## WHAT DO WE DO?

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

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Continue to lower water loss. Continue to monitor, maintain, and repair distribution lines.	Continual	N/A
Replace an additional 15-20 outdated or leaking fire hydrants in the distribution system	Incomplete – 50%	Goal Date: April 2019
Replace or install 20-25 more 6”-8” valves in the distribution system	Incomplete – 50%	Goal Date: April 2019
Continue to work with Master Meter to complete the upgrade to 4G	Incomplete - Reviewing alternative meter options	N/A
Replace outdated lines that require constant repair	Continual	N/A
Replace meter boxes 2550	Complete 100%	March 2018

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Public Infrastructure Enhancement	Water Meter Evaluation and Selection	% Of Progress	25%
Public Infrastructure Enhancement	Install 7 More Auto Flushers	% Of Progress	100

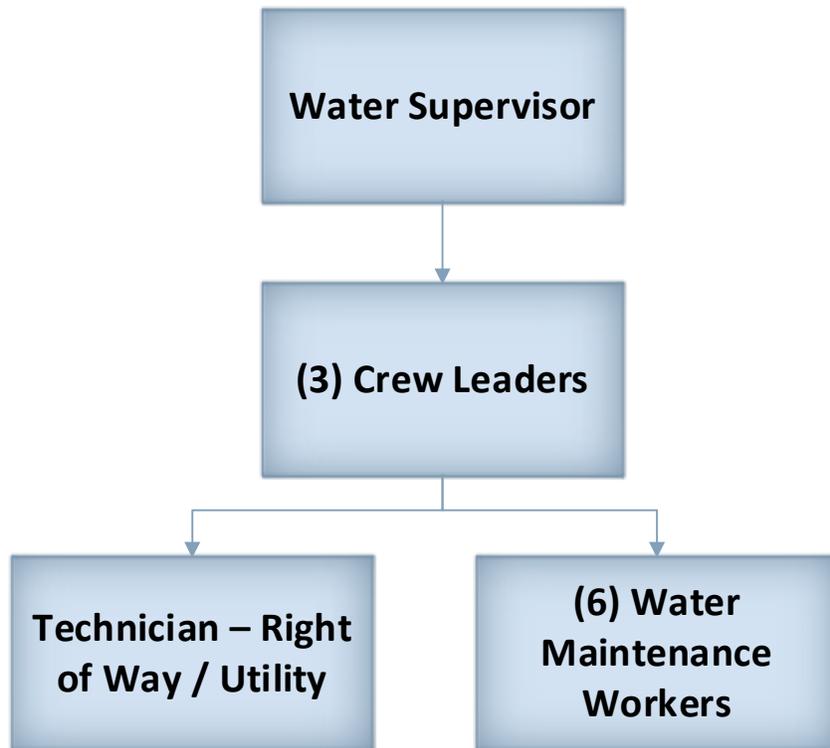
**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Miles of water lines	246	247	248
Water mains added (linear feet)	11,986	7,920	5,280
Number of valves	2,017	2,037	2,057
Number of valves added	17	20	20
Number of fire hydrants	1,384	1,394	1,407
Number of fire hydrants added	4	10	10
Number of hydrants repaired	22	12	10
Number of auto flushers	11	17	24
Number of auto flushers added	5	6	7
Number of leak repairs	315	310	300
Number of meter leaks repaired	212	220	230
Number of water taps	14	15	15
Number of tie-ons	88	90	105

Number of meters set	101	150	175
Number of meters/internals replaced	28	30	40

**PERSONNEL SCHEDULE**

FULL TIME	PAY GRADE	2017	2018	2019
SUPERVISOR	20	1	1	1
CREWLEADER	15	3	3	3
RIGHT OF WAY TECHNICIAN	12	1	1	1
WATER MAINT WORKER	11	6	6	6
<b>TOTAL</b>		<b>11</b>	<b>11</b>	<b>11</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



**LINE ITEM SUMMARY**

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	386,020	420,135	460,729	445,476	475,003	-	475,003
BENEFITS	155,366	166,215	288,753	229,098	289,722	-	289,722
SUPPLIES AND MATERIALS	43,458	33,901	60,975	58,175	57,875	-	57,875
M&R - LAND, STRUCTURES AND STREETS	145,538	194,161	200,000	200,000	150,000	-	150,000
M&R - EQUIPMENT AND VEHICLES	12,082	17,898	17,100	20,000	119,100	-	119,100
CONTRACTUAL AND MISC SERVICES	11,370	20,671	23,820	22,683	21,995	-	21,995
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	506,600	24,975	481,625	-	481,625
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	71,285	71,285
<b>60-83</b>	<b>\$ 753,833</b>	<b>\$ 852,980</b>	<b>\$ 1,557,977</b>	<b>\$ 1,000,407</b>	<b>\$ 1,595,321</b>	<b>\$ 71,285</b>	<b>\$ 1,666,606</b>

# WATER TREATMENT SUMMARY

Department Number - 6084

Water-Wastewater

## WHY DO WE EXIST?

To serve the public by providing water safe to drink and as aesthetically pleasing to the senses (taste and odor) as possible to cost ratio.

## WHAT DO WE DO?

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 three sources: Lake Pat Cleburne, Lake Aquilla, and Seven Trinity wells.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Purchase new maintenance/storage building	Complete	Jan 2018
Rebuild second Lake Aquilla pump	Complete	Feb 2018
Replace slide gates at Rapid Mix	Incomplete	Goal FY 2020
Clean out ponds	Incomplete	End of FY18- BeginningFY19

### OTHER ACCOMPLISHMENTS FY 2018

- Repaired Actuators on 8 Sand Filters
- Replaced High Service Pump
- Repaired Center Drives on Settling Basins
- Updated Cl2 System

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

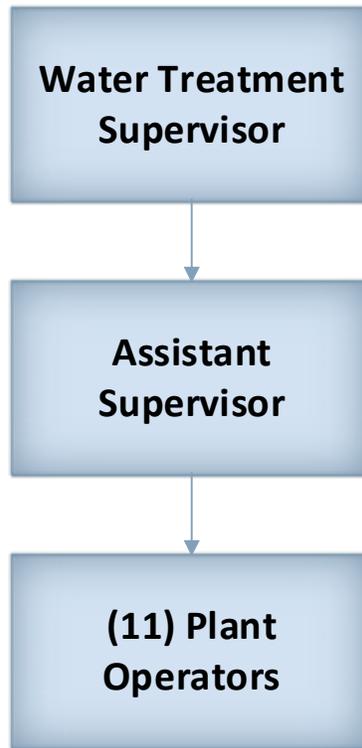
<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Public Infrastructure Enhancement	Cleanout Ponds	% Of Progress	100 %
Public Infrastructure Enhancement	Replace and redesign of Settling Basin #2	% Of Progress	50%

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Average daily production (MGD)	6.02	6	6.5
Total gallons produced from plant	2,195 MG	2,190 MG	2370 MG
Total gallons produced from wells	1.3 MG	1.5 MG	1.5 MG
Bacteriological samples taken	435	435	435
Chlorine residuals taken	20,000	20,000	20,000
Number of certification training hours completed	275	280	280

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
UTILITIES SUPERINTENDENT	28	1	1	0.5
WATER PLANT SUPERVISOR	23	0	1	1
WATER PLANT ASSISTANT SUPERVISOR	17	1	0	0
WATER PLANT OPERATOR - CERTIFIED	15	0	7	9
WATER PLANT OPERATOR - CERTIFIED	12	8	0	0
WATER PLANT OPERATOR - NON-CERTIFIED	11	3	4	2
<b>TOTAL</b>		<b>13</b>	<b>13</b>	<b>12.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	543,770	617,575	623,348	601,090	619,213		619,213
BENEFITS	187,102	194,207	336,996	257,042	315,943		315,943
SUPPLIES AND MATERIALS	999,935	1,072,760	860,580	996,410	992,410	-	992,410
M&R - LAND, STRUCTURES AND STREETS	22,671	38,018	129,500	29,500	24,500	-	24,500
M&R - EQUIPMENT AND VEHICLES	220,485	224,704	321,700	315,200	238,950	-	238,950
CONTRACTURAL AND MISC SERVICES	212,035	261,683	227,000	289,683	290,493	-	290,493
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	107,585	11,250	-	701,000	701,000
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>60-84</b>	<b>\$ 2,185,998</b>	<b>\$ 2,408,948</b>	<b>\$ 2,606,709</b>	<b>\$ 2,500,176</b>	<b>\$ 2,481,509</b>	<b>\$ 701,000</b>	<b>\$ 3,182,509</b>

# WASTEWATER COLLECTION SUMMARY

Department Number - 6096

Water-Wastewater

## WHY DO WE EXIST?

Under Title 30 of the Texas Administrative Code on Environmental Quality as governed by the Texas Commission on Environment Quality (TCEQ), municipalities are required to follow certain rules and regulations as set forth by TCEQ governed by the office of the governor of the state of Texas. The City of Cleburne is in possession of a wastewater permit (1006-001) issued by TCEQ. Under this permit, the City of Cleburne is responsible for the safe delivery of domestic wastewater to our onsite wastewater treatment facility. It falls to the wastewater collection department to maintain a high level of safety and health conscience transfer of domestic wastewater from point sources to the wastewater treatment facility. In summary, it is the wastewater collection department's responsibility to ensure public health and safety within the collection system of the City of Cleburne.

## WHAT DO WE DO?

The Wastewater Collections Department is responsible for the maintenance and repair of wastewater collection lines, manholes, pumps, pumping stations, and other components necessary to collect and safely transport domestic wastewater to the wastewater treatment facility.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Outfit the department with all the tools and supplies needed to complete their tasks	Incomplete	Goal FY 2018
Dedicate a crew solely for the maintenance of wastewater pumping stations and force line repairs	Complete	Oct 2017
Commit to in house repairs of sanitary sewer manholes to reduce the cost of outsourcing projects	Incomplete	Goal Late FY 2018
Replace all at risk aerial sewer mains	Incomplete	Goal Late FY 2018

### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Public Infrastructure Enhancements	Commit to in-house repairs of sanitary manholes to reduce cost of outsourcing projects	% Complete	100 %

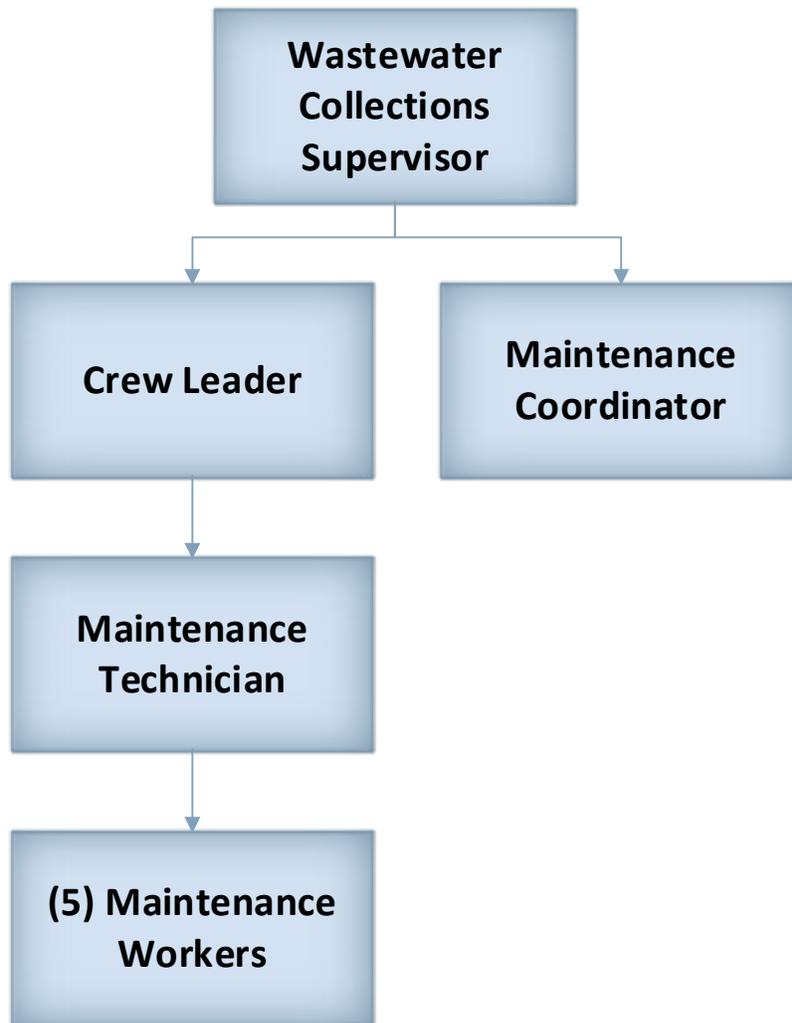
Public Infrastructure Enhancements	Replace all at-risk aerial sewer mains	% Complete	20 %
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PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Miles of sanitary sewer lines (Gravity)	190	190+	190+
Miles of sanitary sewer lines (Forced)	11	11	11
Sewer lines added (linear feet)	3,454	3,000+	3,000+
Number of manholes	2,332	2,330+	2,330+
Number of manholes added	17	30+	30+
Number of manholes inspected	614	500+	500+
Number of manholes repaired	8	5+	5+
Number of leak repairs	35	20+	20+
Number of sewer taps	18	10+	10+
Number of tie-ons	62	50+	50+
Number of core jobs	0	0	0
Number of lift stations	10	10	10
Sewer mains cleaned (linear feet)	208,320	100,000+	100,000+
Sewer mains included in camera (linear feet)	0	0	0
Number of customer lines jetted	185	+100	+100
Number of mains repaired (linear feet)	2,580	2,000+	2,000+
Number of services repaired (linear feet)	1,350	500+	500+

**PERSONNEL SCHEDULE**

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
SUPERVISOR	20	1	1	1
PROJECT COORDINATOR	20	1	0	0
MAINTENANCE COORDINATOR	15	1	1	1
MAINTENANCE TECH	15	1	1	1
CREWLEADER	15	1	1	1
MAINTENANCE WORKER	11	5	5	5
<b>TOTAL</b>		<b>10</b>	<b>9</b>	<b>9</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	398,720	446,158	374,073	358,160	387,823		387,823
BENEFITS	127,228	124,619	232,639	187,793	204,107		204,107
SUPPLIES AND MATERIALS	94,399	102,284	99,400	97,300	62,300	-	62,300
M&R - LAND, STRUCTURES AND STREETS	158,758	102,022	175,300	175,300	175,300	-	175,300
M&R - EQUIPMENT AND VEHICLES	25,175	43,036	47,100	47,100	48,050	-	48,050
CONTRACTURAL AND MISC SERVICES	22,754	31,849	40,684	38,769	46,151	-	46,151
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	2,500	-	48,000	48,000
<b>60-96</b>	<b>\$ 827,033</b>	<b>\$ 849,968</b>	<b>\$ 969,196</b>	<b>\$ 906,922</b>	<b>\$ 923,731</b>	<b>\$ 48,000</b>	<b>\$ 971,731</b>

# WASTEWATER TREATMENT SUMMARY

Department Number - 6097

Water-Wastewater

## WHY DO WE EXIST?

Protection of human health and damage against the environment including the surface waters of the State of Texas.

## WHAT DO WE DO?

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.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
WWTP Expansion Pre- Design	In Progress	Dec 2018
WWTP Permit Renewal	In Progress	Summer 2018

### CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Public Infrastructure Enhancements and Growth Management	Wastewater Treatment Plant Expansion	% Of Progress	100%

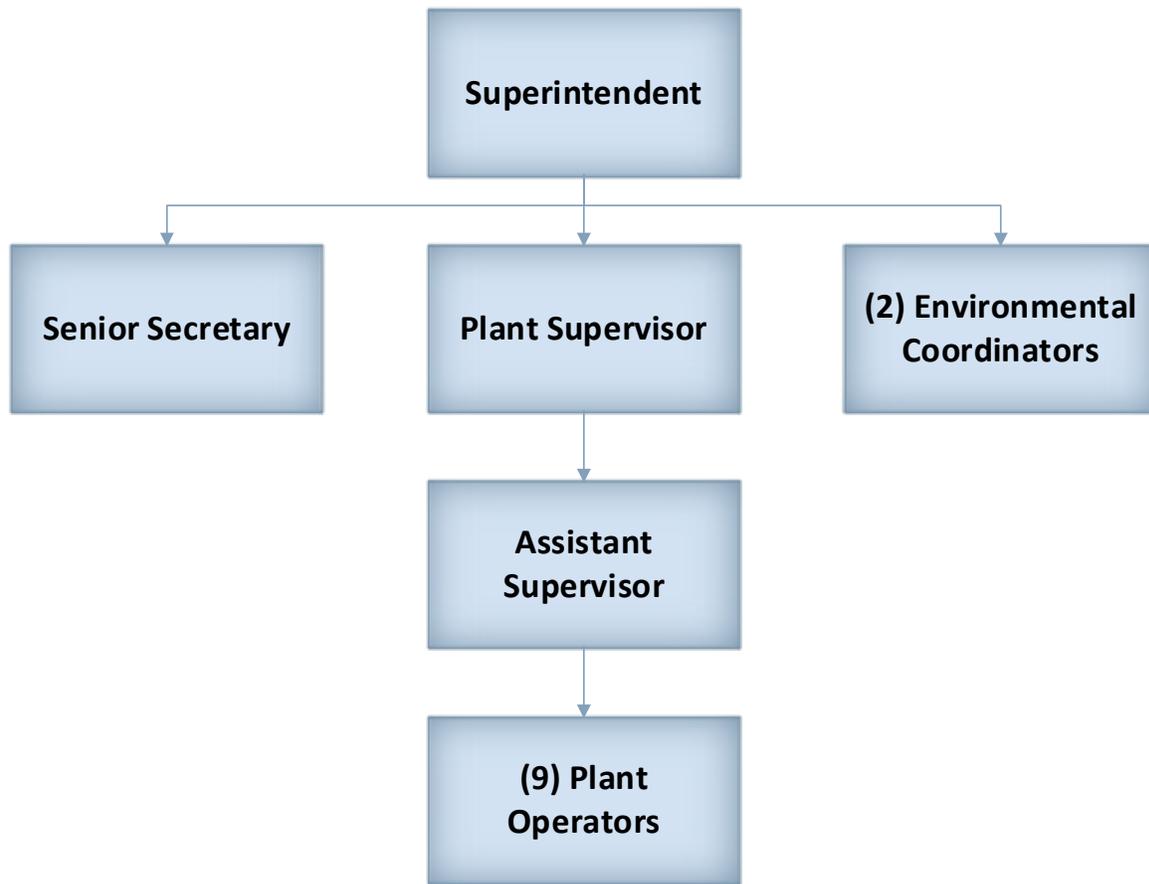
### PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Average daily Influent (MGD)	5.327	5.5	6.0

Total gallons treated (MG)	1,944	2,000	2,150
Total gallons discharged (MG)	1,530	1,800	2,000
Total gallons pumped to be re-used (MG)	126	130	145
Total influent samples tested	572	572	572
Total effluent samples tested	2,240	2,240	2,240
Number of certification training hours completed	340	400	400

### PERSONNEL SCHEDULE

<b>FULL TIME</b>	<b>PAY GRADE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
WATER/WASTEWATER SUPERINTENDENT	28	1	1	0.5
ENVIRONMENTAL COORDINATOR	26	2	2	1
PLANT SUPERVISOR	23	1	1	1
ENVIRONMENTAL SPECIALIST	19	0	0	1
ASSISTANT SUPERVISOR	17	1	1	1
SENIOR WATER UTILITIES SECRETARY	17	1	1	1
PLANT OPERATOR - CERTIFIED	15	6	6	6
PLANT OPERATOR - CERTIFIED	12	0	0	0
PLANT OPERATOR - NON-CERTIFIED	11	3	3	3
<b>TOTAL</b>		<b>15</b>	<b>15</b>	<b>14.5</b>
<b>PART TIME</b>		<b>0</b>	<b>0</b>	<b>0</b>



### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	686,323	694,241	753,998	769,308	665,431		665,431
BENEFITS	206,913	199,989	394,371	317,608	346,612		346,612
SUPPLIES AND MATERIALS	532,290	533,822	524,740	539,560	576,810	-	576,810
M&R - LAND, STRUCTURES AND STREETS	10,813	9,858	16,000	16,000	16,000	-	16,000
M&R - EQUIPMENT AND VEHICLES	170,182	443,122	159,700	159,240	195,392	-	195,392
CONTRACTURAL AND MISC SERVICES	289,112	319,417	374,490	359,520	415,060	-	415,060
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	32,500	32,500
<b>60-97</b>	<b>\$ 1,895,633</b>	<b>\$ 2,200,449</b>	<b>\$ 2,223,299</b>	<b>\$ 2,161,236</b>	<b>\$ 2,215,306</b>	<b>\$ 32,500</b>	<b>\$ 2,247,806</b>

# Airport Fund



**ENTERPRISE FUND**  
**MUNICIPAL AIRPORT**  
**Fund 61**  
**Summary of Receipts & Disbursements**  
**FY 2019**

	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
Beginning Fund Balance	\$ 334,622	\$ 311,218	\$ 172,299	\$ 121,886	\$ 62,444	\$ -
Receipts:						
Airport Rent	201,198	183,000	188,499	194,620	194,853	194,620
Mineral Lease & Royalty Revenue	2,975	-	28,094	30,000	35,295	30,000
Fuel Sales	590,950	783,750	802,101	822,188	802,000	802,000
Merchandise Sales	3,070	2,000	1,809	2,000	2,057	2,000
Miscellaneous Non-Operating Income	70	-	1,832	-	1,476	-
Interest on Investments	1,459	1,200	1,417	1,000	240	240
<b>Total Receipts</b>	<b>799,721</b>	<b>969,950</b>	<b>1,023,752</b>	<b>1,049,808</b>	<b>1,035,921</b>	<b>1,028,860</b>
Transfers In:						
Transfer In General Fund	-	28,000	-	-	16,912	54,904
Interfund Loan from Water & Sewer Fund				493,000	493,000	-
Contributions	926	-	104	-	800	-
Grants	309,152	50,000	33,324	200,000	185,000	50,000
<b>Total Transfers In</b>	<b>310,078</b>	<b>78,000</b>	<b>33,428</b>	<b>693,000</b>	<b>695,712</b>	<b>104,904</b>
Expenditures:						
Salaries	149,797	164,569	160,145	166,682	164,018	178,358
Benefits	96,738	101,898	89,579	102,987	89,651	87,287
Supplies	28,131	40,600	35,567	27,152	30,437	27,204
Maintenance - Building	70,042	62,350	44,880	55,533	54,133	35,783
Maintenance - Equipment	45,059	13,570	7,862	11,842	16,503	15,885
Services	73,740	90,272	79,333	81,013	81,067	84,357
Miscellaneous Services	454,048	647,000	578,407	560,769	548,512	548,512
Capital Land, Structures & Equipment	184,013	28,000	4,580	651,600	650,965	32,700
<b>Total Expenditures:</b>	<b>1,101,567</b>	<b>1,148,259</b>	<b>1,000,353</b>	<b>1,657,578</b>	<b>1,635,286</b>	<b>1,010,086</b>
Other Uses of Funds:						
Transfer to General Fund - 01	170,555	136,850	166,682	142,931	158,791	123,678
Interfund Loan Repayment	-	30,000	-	-	-	-
<b>Total Other Uses of Funds</b>	<b>170,555</b>	<b>166,850</b>	<b>166,682</b>	<b>142,931</b>	<b>158,791</b>	<b>123,678</b>
<b>Change in Net Position</b>	<b>(162,323)</b>	<b>(267,159)</b>	<b>(109,855)</b>	<b>(57,701)</b>	<b>(62,444)</b>	<b>-</b>
Ending Fund Balance	\$ 172,299	\$ 44,059	\$ 62,444	\$ 64,185	\$ -	\$ -

# AIRPORT SUMMARY

Department Number - 6154

Public Service

## WHY DO WE EXIST?

To provide a safe and secure access to the air transportation system with the public aviation facilities at the Cleburne Regional Airport.

## WHAT DO WE DO?

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 Cleburne Regional Airport is part of the National Plan of Integrated Airport Systems. (NPIAS) Being part of the NPIAS makes Cleburne eligible to receive Federal grants to help maintain the airport by funding infrastructure development projects to bring the airport up to current design standards. Cleburne Airports role in the NPIAS is to help with air traffic congestion and help provide economic growth for the community.



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.

## PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Replace Jet Truck	Incomplete	To be completed in FY 2019
Complete new apron in front of hangar 1000	90%	5/27/2018
Crack Seal Pavements	Scheduled	To be completed in FY 2019
Replace asphalt on south side apron over UST area	Completed	4/23/2018

OTHER ACCOMPLISHMENTS FY 2018

- Hosted the National Swift Museum Foundation Fly In a 4 day event that resulted in 160 hotel room nights

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

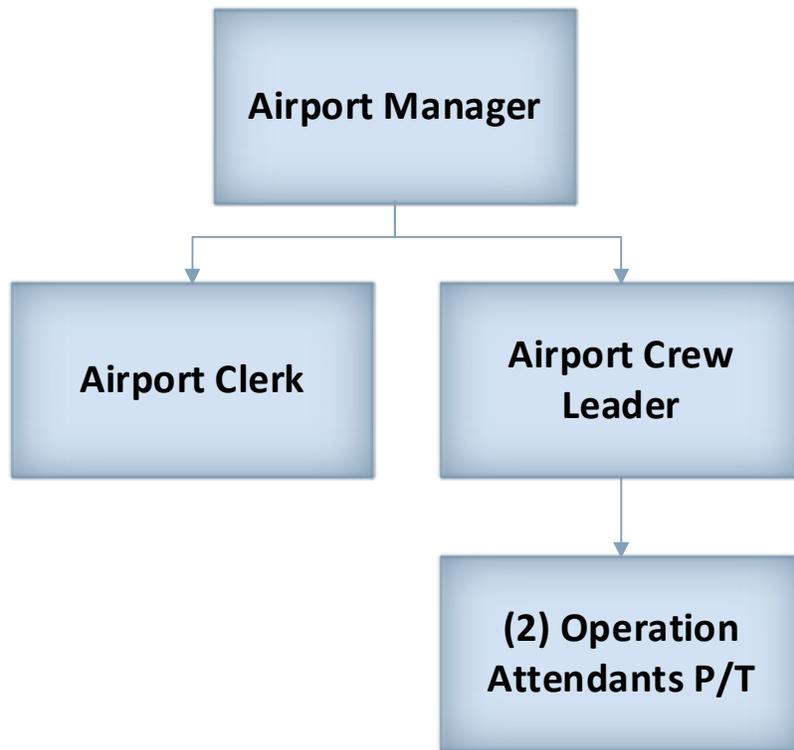
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT METHOD	TARGET FY 2019
Economic Development Incentives	Lease land for hangar development	# of leases	3
Planning & Growth Management	Attract new businesses to the airport	# of new businesses	1
Aesthetic Enhancements	Paint and update older hangars	% of hangars painted	5%

PERFORMANCE MEASURES

Measures	Actual 2017	Estimate 2018	Target 2019
Total Gallons of Fuel Sold	211,101	200,000	250,000

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
AIRPORT MANAGER	26	1	1	1
AIRPORT CREWLEADER	15	1	1	1
AIRPORT CLERK	11	1	1	1
<b>TOTAL</b>		<b>3</b>	<b>3</b>	<b>3</b>
<b>PART TIME</b>		<b>2</b>	<b>2</b>	<b>2</b>



#### LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BASE BUDGET FY 2019	SUPPLEMENTAL BUDGET FY 2019	DEPARTMENT BUDGET FY 2019
SALARIES AND WAGES	149,797	164,569	166,682	164,018	178,358		178,358
BENEFITS	96,738	101,898	102,987	89,651	87,287		87,287
SUPPLIES AND MATERIALS	28,131	35,567	27,152	30,437	27,204	-	27,204
M&R - LAND, STRUCTURES AND STREETS	70,042	44,880	55,533	54,133	35,783	-	35,783
M&R - EQUIPMENT AND VEHICLES	45,059	7,862	11,842	16,503	15,885	-	15,885
CONTRACTURAL AND MISC SERVICES	73,740	79,333	81,013	81,067	84,357	-	84,357
MISC & SUNDRY EXPENSES	454,048	578,407	560,769	548,512	548,512	-	548,512
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	643,000	493,000	-	19,100	19,100
CAPITAL OUTLAY - EQUIPMENT	-	-	8,600	7,965	-	13,600	13,600
<b>61-54</b>	<b>\$ 917,554</b>	<b>\$ 1,012,517</b>	<b>\$ 1,657,578</b>	<b>\$ 1,485,286</b>	<b>\$ 977,386</b>	<b>\$ 32,700</b>	<b>\$ 1,010,086</b>

# Drainage Utility Fund



**ENTERPRISE FUND**  
**UTILITY DRAINAGE**  
**Fund 63**  
**Summary of Receipts & Disbursements**  
**FY 2019**

	ACTUAL FY 2016	BUDGET FY 2017	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
Beginning Fund Balance	\$ 957,342	\$ 934,017	\$ 934,017	\$ 906,950	\$ 906,950	\$ 955,697
Receipts:						
Drainage Utility Revenue	566,710	570,000	578,176	571,000	578,000	583,000
Penalty Charges	9,719	9,300	9,210	9,300	9,300	9,300
Non-Operating Revenues	4,614	-	-	-	-	-
Interest on Investments	4,329	1,200	10,314	5,000	17,706	18,000
Total Receipts:	<u>585,371</u>	<u>580,500</u>	<u>597,700</u>	<u>585,300</u>	<u>605,006</u>	<u>610,300</u>
Expenses:						
Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Supplies	6,830	12,100	7,046	15,150	15,150	15,800
Maintenance - Storm Sewer Systems	39,287	149,471	53,283	150,000	150,000	150,000
Maintenance - Equipment	28,345	7,500	10,372	9,000	9,500	9,000
Services	18,553	68,809	60,508	121,400	121,383	120,630
Misc Charges	-	-	-	-	-	-
Capital Land, Structures & Equipment	423,488	680,000	430,036	473,513	182,388	-
Total Expenditures:	<u>516,502</u>	<u>917,880</u>	<u>561,245</u>	<u>769,063</u>	<u>478,421</u>	<u>295,430</u>
Other Uses of Funds:						
Transfer to General Fund	<u>92,194</u>	<u>123,553</u>	<u>63,522</u>	<u>73,360</u>	<u>77,838</u>	<u>75,269</u>
Change in Net Position	<u>(23,325)</u>	<u>(460,933)</u>	<u>(27,067)</u>	<u>(257,123)</u>	<u>48,747</u>	<u>239,601</u>
Ending Fund Balance	<u>\$ 934,017</u>	<u>\$ 473,084</u>	<u>\$ 906,950</u>	<u>\$ 649,827</u>	<u>\$ 955,697</u>	<u>\$ 1,195,298</u>

# DRAINAGE UTILITY SUMMARY

Department Number - 6398  
Public Works

## WHY DO WE EXIST?

The Drainage Utility division is responsible for safeguarding the community against damage due to rain events and other sources of water runoff. With over 700 storm inlets and 500 miles of open and underground drainage channels in the system, it is imperative that we stay out in front of these potential problems.

## WHAT DO WE DO?

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.

### PRIOR FISCAL YEAR (FY 2018) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED DATE
Clear overgrowth and install concrete channel bottom in Brookhaven drainage from Kilpatrick to Nolan River.	Incomplete	Incomplete
Continue to improve the condition of drainage channels within the City through improved maintenance schedules.	Incomplete	Goal FY19
Drainage channel maintenance schedule improvement.	On-going	On-going
Sabine St. Drainage Improvement Project	Incomplete	Undetermined
Sally Lane Drainage Improvement Project	Incomplete	Undetermined

### OTHER ACCOMPLISHMENTS FY 2018

- Improved drainage between Poindexter and Bales
- Improved Drainage area at Woodruff and Hedrick
- Exposed existing drainage system at SH 174 and 205 Kimberly. This area is silted in and 34" inches under existing ground. Passed along to Engineering for Developer to improve area drainage.

These areas were started and completed in April of this year.

**CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES**

<b>STRATEGIC PLAN MAP</b>	<b>OBJECTIVE</b>	<b>MEASUREMENT METHOD</b>	<b>TARGET FY 2019</b>
Various	Drainage channel maintenance schedule improvement.		2 miles
Various	Repair Drainage issues as they arise.		Within reasonable time allowed
Various			

**PERFORMANCE MEASURES**

<b>Measures</b>	<b>Actual 2017</b>	<b>Estimate 2018</b>	<b>Target 2019</b>
Miles of storm sewer		500	500
Miles of drainage right of ways		1	2

**LINE ITEM SUMMARY**

<b>CATEGORIES</b>	<b>ACTUAL FY 2016</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>BASE BUDGET FY 2019</b>	<b>SUPPLEMENTAL BUDGET FY 2019</b>	<b>DEPARTMENT BUDGET FY 2019</b>
SALARIES AND WAGES	-	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-	-
SUPPLIES AND MATERIALS	6,830	7,046	15,150	15,150	15,800	-	15,800
M&R - LAND, STRUCTURES AND STREETS	39,287	53,283	150,000	150,000	150,000	-	150,000
M&R - EQUIPMENT AND VEHICLES	28,345	10,372	9,000	9,500	9,000	-	9,000
CONTRACTURAL AND MISC SERVICES	18,553	60,508	121,400	121,383	120,630	-	120,630
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	473,513	182,388	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
<b>63-98</b>	<b>\$ 93,014</b>	<b>\$ 131,209</b>	<b>\$ 769,063</b>	<b>\$ 478,421</b>	<b>\$ 295,430</b>	<b>\$ -</b>	<b>\$ 295,430</b>



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# Revenue Debt Service Funds



# REVENUE DEBT SERVICE

## Statement of Bond Indebtedness

FY 2019

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired In Previous Years	Debt Balance 10-01-2018
<b>Waterworks and Sewer System Revenue Bonds, Series 2009A</b> Engineering development for the water inlet to Lake Pat Cleburne from the new water treatment plant.	20	1,180,000	390,000	790,000
<b>Waterworks and Sewer System Revenue Bonds, Series 2009B</b> Engineering development for additional water treatment plant located at Lake Whitney.	20	4,750,000	1,535,000	3,215,000
<b>Waterworks and Sewer System Revenue Bonds, Series 2010</b> Construction for expansion of the Cleburne Water Treatment Plant.	20	14,500,000	5,090,000	9,410,000
<b>Waterworks and Sewer System Revenue Refunding Bonds, Series 2010</b> 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	2,365,000	2,495,000
<b>Waterworks &amp; Sewer Revenue Bonds, Series 2013</b> Land Acquisition for the Lake Whitney Supply Line Project.	20	2,380,000	480,000	1,900,000
<b>Combination Tax &amp; Revenue Certificates of Obligation, Series 2013</b> Replacement of infrastructure, replacement of a water tower, and to increase water supply.	20	8,430,000	690,000	7,740,000
<b>Combination Tax &amp; Revenue Refunding Bonds, Series 2013</b> 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	10,490,000	26,900,000
<b>Combination Tax &amp; Revenue Certificates of Obligation, Series 2015 (Revenue Portion)</b> Constructing, installing, acquiring and equipping additions, extension and improvements to the City's Waterworks and sewer system. Professional services rendered in connection with financing foregoing projects and items.	20	6,685,000	390,000	6,295,000
		<b>\$ 80,175,000</b>	<b>\$ 21,430,000</b>	<b>\$ 58,745,000</b>

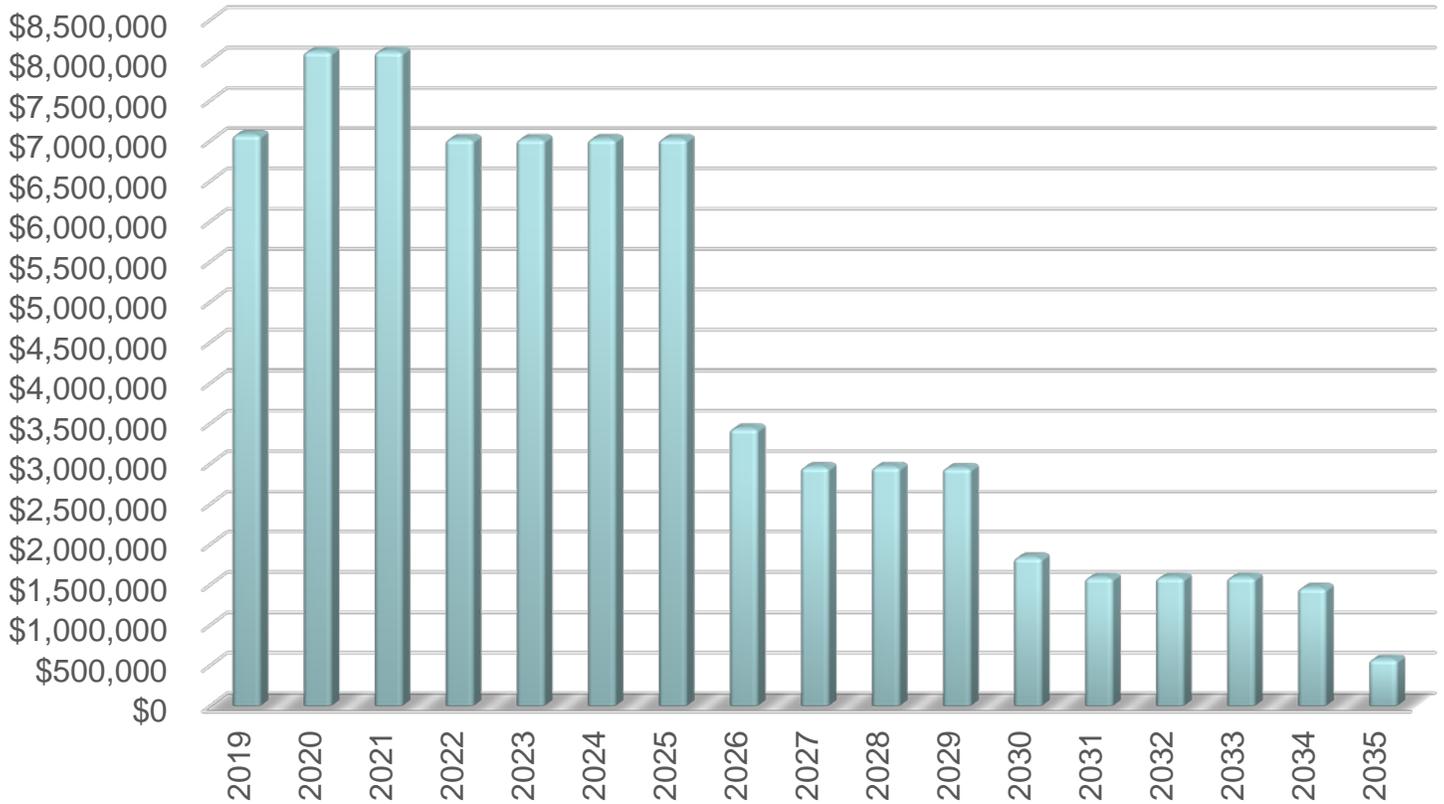
# REVENUE DEBT SERVICE

## Debt Service Requirements

FY 2019

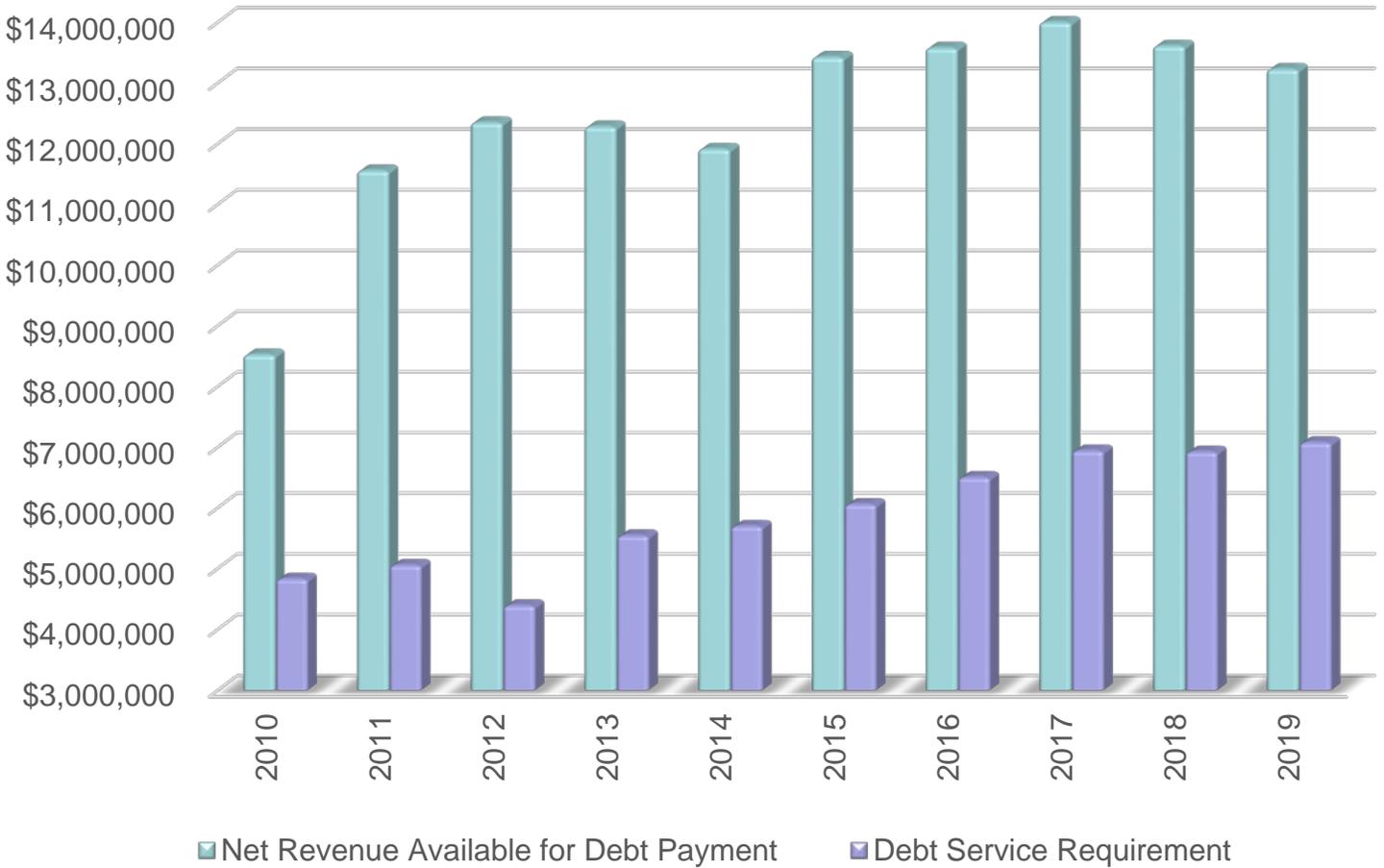
Issue Year	Title and Purpose	Outstanding 10/1/2018	Current Requirements		
			Principal	Interest	Total
2009A	Waterworks and Sewer System Revenue Bonds	790,000	65,000	19,619	84,619
2009B	Waterworks and Sewer System Revenue Bonds	3,215,000	260,000	80,017	340,017
2010	Waterworks and Sewer System Revenue Bonds	9,410,000	755,000	196,054	951,054
2010	Waterworks and Sewer System Refunding Revenue Bonds	2,495,000	175,000	99,594	274,594
2013	Waterworks & Sewer Revenue Bonds, Series 2013	1,900,000	120,000	20,531	140,531
2013	Combination Tax & Revenue Certificates of Obligation, Series 2013	7,740,000	180,000	330,150	510,150
2013	Combination Tax & Revenue Refunding Bonds, Series 2013	26,900,000	3,070,000	1,261,200	4,331,200
2015	Combination Tax & Revenue Certificates of Obligation, Series 2015	6,295,000	205,000	238,175	443,175
<b>TOTAL BONDS OUTSTANDING</b>		<b>58,745,000</b>	<b>4,830,000</b>	<b>2,245,339</b>	<b>7,075,339</b>

## Enterprise Debt Outstanding Schedule of Debt Requirements



Fiscal Year Ending 09-30	Principal	Interest	Total
2019	4,830,000	2,245,339	7,075,339
2020	6,080,000	2,026,709	8,106,709
2021	6,340,000	1,766,963	8,106,963
2022	5,500,000	1,520,274	7,020,274
2023	5,730,000	1,290,582	7,020,582
2024	5,970,000	1,049,700	7,019,700
2025	6,230,000	790,568	7,020,568
2026	2,825,000	612,807	3,437,807
2027	2,425,000	532,989	2,957,989
2028	2,505,000	456,458	2,961,458
2029	2,575,000	372,337	2,947,337
2030	1,540,000	297,024	1,837,024
2031	1,350,000	237,369	1,587,369
2032	1,410,000	177,754	1,587,754
2033	1,475,000	114,835	1,589,835
2034	1,395,000	63,525	1,458,525
2035	565,000	11,300	576,300
	<b>58,745,000</b>	<b>13,566,534</b>	<b>72,311,534</b>

## Revenue Debt Service Fund Bond Coverage 2010-2019



Fiscal Year Ended	Gross Revenue	Direct Operating Expenses	Net Revenue Available for Debt Service	Debt Service Principal	Debt Service Interest	Debt Service Total	Debt Service Coverage
2010	16,904,836	8,383,740	8,521,096	2,410,000	2,417,669	4,827,669	1.77
2011	19,697,227	8,141,393	11,555,834	2,545,000	2,509,550	5,054,550	2.29
2012	19,810,331	7,462,218	12,348,113	2,690,000	1,700,473	4,390,473	2.81
2013	19,998,613	7,718,210	12,280,403	3,830,000	1,710,960	5,540,960	2.22
2014	19,966,610	8,054,340	11,912,270	3,945,000	1,751,889	5,696,889	2.09
2015	21,121,716	7,696,638	13,425,078	3,955,000	2,101,826	6,056,826	2.22
2016	21,012,218	7,435,068	13,577,150	4,070,000	2,432,100	6,502,100	2.24
2017	22,260,465	8,161,611	14,098,854	4,380,000	2,560,898	6,940,898	2.03
Estimated 2018	22,684,913	9,074,222	13,610,690	4,515,000	2,407,589	6,922,589	1.97
Budgeted 2019	22,528,504	9,300,709	13,227,795	4,830,000	2,245,339	7,075,339	1.87

The Projected 2019 Coverage Ratio will be covered by a rate mitigation fund and fund balance, which will be approximately \$23,572,508 on September 30, 2019.

# CITY OF CLEBURNE

\$1,180,000.00

Waterworks & Sewer System Revenue Bonds

Series 2009A

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-19	65,000.00	1.452%	2-15-19	10,045.35	8-15-19	9,573.45	<b>84,618.80</b>
2-15-20	65,000.00	1.812%	2-15-20	9,573.45	8-15-20	8,984.55	<b>83,558.00</b>
2-15-21	65,000.00	2.139%	2-15-21	8,984.55	8-15-21	8,289.38	<b>82,273.93</b>
2-15-22	70,000.00	2.267%	2-15-22	8,289.38	8-15-22	7,495.93	<b>85,785.31</b>
2-15-23	70,000.00	2.532%	2-15-23	7,495.93	8-15-23	6,609.73	<b>84,105.66</b>
2-15-24	70,000.00	2.695%	2-15-24	6,609.73	8-15-24	5,666.48	<b>82,276.21</b>
2-15-25	75,000.00	2.814%	2-15-25	5,666.48	8-15-25	4,611.23	<b>85,277.71</b>
2-15-26	75,000.00	2.885%	2-15-26	4,611.23	8-15-26	3,529.35	<b>83,140.58</b>
2-15-27	80,000.00	2.931%	2-15-27	3,529.35	8-15-27	2,356.95	<b>85,886.30</b>
2-15-28	80,000.00	3.018%	2-15-28	2,356.95	8-15-28	1,149.75	<b>83,506.70</b>
2-15-29	75,000.00	3.066%	2-15-29	1,149.75	8-15-29	0	<b>76,149.75</b>
	<b>\$ 790,000.00</b>			<b>\$ 68,312.15</b>		<b>\$ 58,266.80</b>	<b>\$ 916,578.95</b>

Interest Rate: 0% - 3.066%

Amount Issued: \$1,180,000.00

Amount Outstanding: \$790,000.00

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	
2-15-19	260,000.00	1.452%	2-15-19	40,952.23	8-15-19	39,064.63	<b>340,016.86</b>
2-15-20	265,000.00	1.812%	2-15-20	39,064.63	8-15-20	36,663.73	<b>340,728.36</b>
2-15-21	270,000.00	2.139%	2-15-21	36,663.73	8-15-21	33,776.08	<b>340,439.81</b>
2-15-22	275,000.00	2.267%	2-15-22	33,776.08	8-15-22	30,658.95	<b>339,435.03</b>
2-15-23	280,000.00	2.532%	2-15-23	30,658.95	8-15-23	27,114.15	<b>337,773.10</b>
2-15-24	290,000.00	2.695%	2-15-24	27,114.15	8-15-24	23,206.40	<b>340,320.55</b>
2-15-25	295,000.00	2.814%	2-15-25	23,206.40	8-15-25	19,055.75	<b>337,262.15</b>
2-15-26	305,000.00	2.885%	2-15-26	19,055.75	8-15-26	14,656.13	<b>338,711.88</b>
2-15-27	315,000.00	2.931%	2-15-27	14,656.13	8-15-27	10,039.80	<b>339,695.93</b>
2-15-28	325,000.00	3.018%	2-15-28	10,039.80	8-15-28	5,135.55	<b>340,175.35</b>
2-15-29	335,000.00	3.066%	2-15-29	5,135.55	8-15-29	0	<b>340,135.55</b>
	<b>\$ 3,215,000.00</b>			<b>\$ 280,323.40</b>		<b>\$ 239,371.17</b>	<b>\$ 3,734,694.57</b>

Interest Rate: 0% - 3.066%

Amount Issued: \$4,750,000.00

Amount Outstanding: \$3,215,000.00

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	
2-15-19	755,000.00	1.321%	2-15-19	100,520.55	8-15-19	95,533.78	<b>951,054.33</b>
2-15-20	765,000.00	1.591%	2-15-20	95,533.78	8-15-20	89,448.20	<b>949,981.98</b>
2-15-21	780,000.00	1.819%	2-15-21	89,448.20	8-15-21	82,354.10	<b>951,802.30</b>
2-15-22	795,000.00	1.984%	2-15-22	82,354.10	8-15-22	74,467.70	<b>951,821.80</b>
2-15-23	810,000.00	2.097%	2-15-23	74,467.70	8-15-23	65,974.85	<b>950,442.55</b>
2-15-24	825,000.00	2.091%	2-15-24	65,974.85	8-15-24	57,349.48	<b>948,324.33</b>
2-15-25	845,000.00	2.284%	2-15-25	57,349.48	8-15-25	47,699.58	<b>950,049.06</b>
2-15-26	865,000.00	2.371%	2-15-26	47,699.58	8-15-26	37,445.00	<b>950,144.58</b>
2-15-27	885,000.00	2.442%	2-15-27	37,445.00	8-15-27	26,639.15	<b>949,084.15</b>
2-15-28	905,000.00	2.514%	2-15-28	26,639.15	8-15-28	15,263.30	<b>946,902.45</b>
2-15-29	930,000.00	2.587%	2-15-29	15,263.30	8-15-29	3,233.75	<b>948,497.05</b>
2-15-30	250,000.00	2.587%	2-15-30	3,233.75	8-15-30	0	<b>253,233.75</b>
	<b>\$ 9,410,000.00</b>			<b>\$ 695,929.44</b>		<b>\$ 595,408.89</b>	<b>\$ 10,701,338.33</b>

Interest Rate: 0.021% - 2.587%

Amount Issued: \$14,500,000.00

Amount Outstanding: \$9,410,000.00

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	
2-15-19	175,000.00	4.000%	2-15-19	51,546.88	8-15-19	48,046.88	<b>274,593.76</b>
2-15-20	185,000.00	4.000%	2-15-20	48,046.88	8-15-20	44,346.88	<b>277,393.76</b>
2-15-21	190,000.00	4.000%	2-15-21	44,346.88	8-15-21	40,546.88	<b>274,893.76</b>
2-15-22	200,000.00	4.000%	2-15-22	40,546.88	8-15-22	36,546.88	<b>277,093.76</b>
2-15-23	855,000.00	4.125%	2-15-23	36,546.88	8-15-23	18,912.50	<b>910,459.38</b>
2-15-24	890,000.00	4.250%	2-15-24	18,912.50	8-15-24	0	<b>908,912.50</b>
	<b>\$ 2,495,000.00</b>			<b>\$ 239,946.90</b>		<b>\$ 188,400.02</b>	<b>\$ 2,923,346.92</b>

Interest Rate: 2.000% - 4.250%

Amount Issued: \$4,860,000.00

Amount Outstanding: \$2,495,000.00

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	
2-15-19	180,000.00	2.000%	2-15-19	165,975.00	8-15-19	164,175.00	<b>510,150.00</b>
2-15-20	185,000.00	3.000%	2-15-20	164,175.00	8-15-20	161,400.00	<b>510,575.00</b>
2-15-21	190,000.00	3.000%	2-15-21	161,400.00	8-15-21	158,550.00	<b>509,950.00</b>
2-15-22	195,000.00	3.000%	2-15-22	158,550.00	8-15-22	155,625.00	<b>509,175.00</b>
2-15-23	210,000.00	3.000%	2-15-23	155,625.00	8-15-23	152,475.00	<b>518,100.00</b>
2-15-24	210,000.00	3.250%	2-15-24	152,475.00	8-15-24	149,062.50	<b>511,537.50</b>
2-15-25	220,000.00	3.500%	2-15-25	149,062.50	8-15-25	145,212.50	<b>514,275.00</b>
2-15-26	590,000.00	3.500%	2-15-26	145,212.50	8-15-26	134,887.50	<b>870,100.00</b>
2-15-27	610,000.00	3.750%	2-15-27	134,887.50	8-15-27	123,450.00	<b>868,337.50</b>
2-15-28	635,000.00	4.000%	2-15-28	123,450.00	8-15-28	110,750.00	<b>869,200.00</b>
2-15-29	660,000.00	5.000%	2-15-29	110,750.00	8-15-29	94,250.00	<b>865,000.00</b>
2-15-30	695,000.00	5.000%	2-15-30	94,250.00	8-15-30	76,875.00	<b>866,125.00</b>
2-15-31	730,000.00	5.000%	2-15-31	76,875.00	8-15-31	58,625.00	<b>865,500.00</b>
2-15-32	770,000.00	5.000%	2-15-32	58,625.00	8-15-32	39,375.00	<b>868,000.00</b>
2-15-33	810,000.00	5.000%	2-15-33	39,375.00	8-15-33	19,125.00	<b>868,500.00</b>
2-15-34	850,000.00	4.500%	2-15-34	19,125.00		-	<b>869,125.00</b>
	<b>\$ 7,740,000.00</b>			<b>\$ 1,909,812.50</b>		<b>\$ 1,743,837.50</b>	<b>\$ 11,393,650.00</b>

Interest Rate: 2.000% - 5.000%

Amount Issued: \$8,430,000.00

Amount Outstanding: \$7,740,000.00

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	
2-15-19	3,070,000.00	4.000%	2-15-19	668,975.00	8-15-19	592,225.00	<b>4,331,200.00</b>
2-15-20	4,295,000.00	5.000%	2-15-20	592,225.00	8-15-20	484,850.00	<b>5,372,075.00</b>
2-15-21	4,515,000.00	5.000%	2-15-21	484,850.00	8-15-21	371,975.00	<b>5,371,825.00</b>
2-15-22	3,625,000.00	5.000%	2-15-22	371,975.00	8-15-22	281,350.00	<b>4,278,325.00</b>
2-15-23	3,165,000.00	5.000%	2-15-23	281,350.00	8-15-23	202,225.00	<b>3,648,575.00</b>
2-15-24	3,330,000.00	5.000%	2-15-24	202,225.00	8-15-24	118,975.00	<b>3,651,200.00</b>
2-15-25	4,430,000.00	5.000%	2-15-25	118,975.00	8-15-25	8,225.00	<b>4,557,200.00</b>
2-15-26	470,000.00	3.500%	2-15-26	8,225.00	8-15-26	-	<b>478,225.00</b>
	<b>\$ 26,900,000.00</b>			<b>\$ 2,728,800.00</b>		<b>\$ 2,059,825.00</b>	<b>\$ 31,688,625.00</b>

Interest Rate: 3.500% - 5.000%

Amount Issued: \$37,390,000.00

Amount Outstanding: \$26,900,000.00

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	
2-15-19	120,000.00	0.090%	2-15-19	10,292.25	8-15-19	10,238.25	<b>140,530.50</b>
2-15-20	120,000.00	0.300%	2-15-20	10,238.25	8-15-20	10,058.25	<b>140,296.50</b>
2-15-21	120,000.00	0.480%	2-15-21	10,058.25	8-15-21	9,770.25	<b>139,828.50</b>
2-15-22	120,000.00	0.670%	2-15-22	9,770.25	8-15-22	9,368.25	<b>139,138.50</b>
2-15-23	120,000.00	0.850%	2-15-23	9,368.25	8-15-23	8,858.25	<b>138,226.50</b>
2-15-24	125,000.00	0.940%	2-15-24	8,858.25	8-15-24	8,270.75	<b>142,129.00</b>
2-15-25	125,000.00	1.020%	2-15-25	8,270.75	8-15-25	7,633.25	<b>140,904.00</b>
2-15-26	125,000.00	1.090%	2-15-26	7,633.25	8-15-26	6,952.00	<b>139,585.25</b>
2-15-27	125,000.00	1.150%	2-15-27	6,952.00	8-15-27	6,233.25	<b>138,185.25</b>
2-15-28	130,000.00	1.220%	2-15-28	6,233.25	8-15-28	5,440.25	<b>141,673.50</b>
2-15-29	130,000.00	1.270%	2-15-29	5,440.25	8-15-29	4,614.75	<b>140,055.00</b>
2-15-30	130,000.00	1.330%	2-15-30	4,614.75	8-15-30	3,750.25	<b>138,365.00</b>
2-15-31	135,000.00	1.380%	2-15-31	3,750.25	8-15-31	2,818.75	<b>141,569.00</b>
2-15-32	135,000.00	2.050%	2-15-32	2,818.75	8-15-32	1,435.00	<b>139,253.75</b>
2-15-33	140,000.00	2.050%	2-15-33	1,435.00	8-15-33	-	<b>141,435.00</b>
	<b>\$ 1,900,000.00</b>			<b>\$ 105,733.75</b>		<b>\$ 95,441.50</b>	<b>\$ 2,101,175.25</b>

Interest Rate: 0.000% - 2.050%

Amount Issued: \$2,380,000.00

Amount Outstanding: \$1,900,000.00

Term (Years): 20 Years

Paying Agent: Bank of New York

Pay Date: Principal 2/15  
Interest 2/15 and 8/15

# CITY OF CLEBURNE

\$6,685,000

Combination Tax and Revenue Certificates of Obligation

Series 2015

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-19	205,000.00	3.000%	2-15-19	120,625.00	8-15-19	117,550.00	<b>443,175.00</b>
2-15-20	200,000.00	3.000%	2-15-20	117,550.00	8-15-20	114,550.00	<b>432,100.00</b>
2-15-21	210,000.00	3.000%	2-15-21	114,550.00	8-15-21	111,400.00	<b>435,950.00</b>
2-15-22	220,000.00	3.000%	2-15-22	111,400.00	8-15-22	108,100.00	<b>439,500.00</b>
2-15-23	220,000.00	3.000%	2-15-23	108,100.00	8-15-23	104,800.00	<b>432,900.00</b>
2-15-24	230,000.00	4.000%	2-15-24	104,800.00	8-15-24	100,200.00	<b>435,000.00</b>
2-15-25	240,000.00	4.000%	2-15-25	100,200.00	8-15-25	95,400.00	<b>435,600.00</b>
2-15-26	395,000.00	4.000%	2-15-26	95,400.00	8-15-26	87,500.00	<b>577,900.00</b>
2-15-27	410,000.00	4.000%	2-15-27	87,500.00	8-15-27	79,300.00	<b>576,800.00</b>
2-15-28	430,000.00	4.000%	2-15-28	79,300.00	8-15-28	70,700.00	<b>580,000.00</b>
2-15-29	445,000.00	4.000%	2-15-29	70,700.00	8-15-29	61,800.00	<b>577,500.00</b>
2-15-30	465,000.00	4.000%	2-15-30	61,800.00	8-15-30	52,500.00	<b>579,300.00</b>
2-15-31	485,000.00	4.000%	2-15-31	52,500.00	8-15-31	42,800.00	<b>580,300.00</b>
2-15-32	505,000.00	4.000%	2-15-32	42,800.00	8-15-32	32,700.00	<b>580,500.00</b>
2-15-33	525,000.00	4.000%	2-15-33	32,700.00	8-15-33	22,200.00	<b>579,900.00</b>
2-15-34	545,000.00	4.000%	2-15-34	22,200.00	8-15-34	11,300.00	<b>578,500.00</b>
2-15-35	565,000.00	4.000%	2-15-35	11,300.00	8-15-35	0	<b>576,300.00</b>
	<b>\$ 6,295,000.00</b>			<b>\$ 1,333,425.00</b>		<b>\$ 1,212,800.00</b>	<b>\$ 8,841,225.00</b>

Interest Rate: 3.000% - 4.000%

Amount Issued: \$6,685,000.00

Amount Outstanding: \$6,295,000.00

Term (Years): 20 Years

Paying Agent: Amegy Bank

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**



# CITY OF CLEBURNE

## Recapitulation of Capital Outlay

FY 2019

Department Number	Department Name	Item	Amount
<b>GENERAL FUND - Items Funded in the Department Budgets</b>			
0138	Information Technology	Firewall Upgrades	40,000
0138	Information Technology	Citywide Security System Upgrades	85,000
0141	Police Department	NIBRS Records Management Software Consortium	150,000
0146	Ambulance Services	LMS Software	10,000
0147	Fire Department	Training Room Equipment Update	15,608
0153	Parks & Recreation	Parks & Recreation Master Plan	115,000
0153	Parks & Recreation	Repairs to Carver Park Parking Lot	12,000
0153	Parks & Recreation	Repairs to Don Moore Baseball Fence	24,000
0153	Parks & Recreation	Super Zero Turn Mower	10,000
0153	Parks & Recreation	Stand Up Mower	7,500
0155	Municipal Golf	Turf Tender Top Dressing Machine	14,000
0161	Building Maintenance	Repairs/Replacement of HVAC Units	76,200
0161	Building Maintenance	Roof Repairs/Replacements	52,590
0161	Building Maintenance	IT Building Improvements	24,000
0163	Library	Library Books	31,500
0165	Museum	Track Lighting	35,000
0165	Museum	Space Saver Shelving	9,846
0179	Street Maintenance	Brush Hog Attachment	12,500
<b>TOTAL CAPITAL OUTLAY - GENERAL FUND</b>			<b>\$ 724,744</b>

<b>CAPITAL FUND - VEHICLE REPLACEMENT FUND</b>			
0341	Police Department	Three Replacement Patrol Units	186,000
0343	Animal Services	Replacement Truck	32,415
0347	Fire Department	Replacement SUV	52,000
0347	Fire Department	Replacement Fire Quint	991,640
0376	Building Inspections	Replacement Truck	26,976
0378	Fleet Maintenance	Replacement Crane/Service Truck	135,000
0379	Street Maintenance	Replacement Dump Truck	64,085
0391	Refuse Collection	Replacement Crane Carrier Sanitation Truck	313,615
<b>TOTAL CAPITAL OUTLAY - VEHICLE REPLACEMENT FUND</b>			<b>\$ 1,801,731</b>

<b>4A FUND</b>			
1769	The Depot	Signal Light Improvements	291,742
<b>TOTAL CAPITAL OUTLAY - 4A FUND</b>			<b>\$ 291,742</b>

# CITY OF CLEBURNE

Recapitulation of Capital Outlay  
FY 2019

Department Number	Department Name	Item	Amount
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## HOTEL MOTEL TAX FUND

0769	The Depot	Audio Visual Upgrade in Performing Arts Theatre	12,000
0762	Conference Center	Audio Visual Upgrade in Brazos Exhibit Hall & Cross Timbers	100,000
0762	Conference Center	LED Monument Sign	100,000
<b>TOTAL CAPITAL OUTLAY - HOTEL MOTEL TAX FUND</b>			<b>\$ 212,000</b>

## CAPITAL FUND - GENERAL CAPITAL PROJECTS FUND

5352	Cemetery	Street Improvements	97,000
5353	Parks and Recreation	Parks & Recreation Master Plan	35,000
5367	Railroad Museum	Railroad Improvements	410,000
5379	Street Maintenance	Street Improvement Project	4,250,000
<b>TOTAL CAPITAL OUTLAY - GENERAL CAPITAL PROJECTS FUND</b>			<b>\$ 4,792,000</b>

## ENTERPRISE FUNDS - Items Funded in the Department Budgets

6039	Non-Departmental	Water Loss Remediation Project	115,000
6083	Water Distribution	Maintenance Building	481,625
6083	Water Distribution	Hydro Ecvation Trailer	71,285
6084	Water Treatment	Detention Pond Excavation	275,000
6084	Water Treatment	Clarifier Replacement	426,000
6096	Waste Water Collection	Wastewater Camera System	48,000
6097	Waste Water Treatment	Volute Pump Replacement	20,000
6097	Waste Water Treatment	Cavity Pump Replacement	12,500
6154	Airport Fund	Security System Upgrades	8,600
<b>TOTAL CAPITAL OUTLAY - ENTERPRISE FUNDS</b>			<b>\$ 1,458,010</b>

## 4B Fund - Items Funded in the Department Budgets

0950	Booker T. Washington	Security System Upgrades	11,750
0950	Booker T. Washington	A/C Replacement	5,200
0956	Splash Station	Security System Upgrades	25,000
0956	Splash Station	Fence Repair/Replacement	7,500
0956	Splash Station	Replaster Leisure Pool	65,000
0956	Splash Station	Chair Lift	5,500
0956	Splash Station	Automatic Vacuum	7,000
0956	Splash Station	Replace Dome Liner and Lighting	46,580
0957	Sports Complex	Two Scagg Turf Tiger Mowers	23,000
0957	Sports Complex	John Deere Backhoe Attachment	12,000
0957	Sports Complex	Kubota Utility Vehicle	10,000
0957	Sports Complex	Self Propelled Painter	6,000
0957	Sports Complex	Sports Complex Lighting	30,000
0957	Sports Complex	Shade Structures Over Bleachers	71,625
0967	Railroad Museum	Railroad Museum Storage	18,150
0967	Railroad Museum	Railroad Museum Improvements	225,000
<b>TOTAL CAPITAL OUTLAY - 4B FUND</b>			<b>\$ 569,305</b>

# CITY OF CLEBURNE

Recapitulation of Capital Outlay  
FY 2019

Department Number	Department Name	Item	Amount
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<b>MISCELLANEOUS SPECIAL REVENUE FUNDS - Items Funded in the Department Budgets</b>			
1171	TIF #1	Sparks Drive Connection	242,195
1271	TIF #2	Downtown Sidewalks/Landscape	891,456
<b>TOTAL - MISCELLANEOUS SPECIAL REVENUE FUNDS</b>			<b>\$ 1,133,651</b>

<b>Capital Funds - Revenue Bond Funds - Items Funded in the Department Budgets</b>			
7696	Waste Water Collection	N Main St Interceptor	418,925
7696	Waste Water Collection	S Main St Interceptor	170,452
7697	Waste Water Treatment	West Loop Reuse	521,482
<b>TOTAL CAPITAL OUTLAY - REVENUE BOND FUNDS</b>			<b>\$ 1,110,859</b>

<b>TOTAL CAPITAL OUTLAY - CURRENT FUNDS</b>			<b>\$ 12,094,042</b>
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## **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.

**CITY OF CLEBURNE**  
**VEHICLE REPLACEMENT FUND**  
**FUND 03**  
**FY 2019**

The Vehicle Replacement Fund is used for vehicle replacements in the General Fund.

FUND SUMMARY	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET REQUESTS FY 2019
BEGINNING FUND BALANCE	\$ 1,822,238	\$ 1,986,214	\$ 1,590,457	\$ 1,571,310	\$ 2,184,134
REVENUES:	1,004,981	1,126,900	1,164,660	1,228,224	1,053,201
DEPRECIATION PAYMENTS FROM	480,417	503,272	728,841	728,841	745,112
MISCELLANEOUS REVENUE	388,906	390,320	390,319	392,917	276,889
SALE OF ASSETS	-	85,498	30,500	53,341	-
INSURANCE RECOVERY	11,298	13,594		21,925	-
TRANSFER IN GENERAL FUND	115,652	117,437	-	-	-
INTEREST REVENUE	8,708	16,779	15,000	31,200	31,200
EXPENDITURES:	841,005	1,541,804	615,400	615,400	1,801,731
CAPITAL OUTLAY - EQUIPMENT	183,989	24,745	6,000	6,000	-
CAPITAL OUTLAY - VEHICLES	539,464	1,402,409	609,400	609,400	1,801,731
TRANSFER TO DEBT SERVICE FUND	117,552	114,650	-	-	-
ASSIGNED FOR FIRE DEPT LADDER	849,376	478,845	678,845	678,845	-
ASSIGNED FOR FIRE DEPT DEFIB	44,904	32,654	62,654	62,654	92,654
UNRESERVED FUND BALANCE	\$ 1,091,934	\$ 1,059,811	\$ 1,398,218	\$ 1,442,635	\$ 1,342,950

# CITY OF CLEBURNE

## Vehicle Replacement Fund Five Year Replacement Schedule FY 2019

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
HR	0136	08 Dodge Durango	1101		27,418			
Total Five Year HR				0	27,418	0	0	0
Information Technology	0138	2007 DODGE CARAVAN	1701		24,602			
Total Five Year Information Technology				0	24,602	0	0	0
Police	0141	2008 DODGE CHARGER	2022		32,396			
		2001 FORD EXPLORER	2016					
		2006 DODGE DURANGO	2007					
		2011 HONDA ST1300PA	2026			31,405		
		2011 HONDA ST1300PA	2028			31,405		
		2012 CHEVROLET TAHOE	2021	62,000				
		2012 CHEVROLET TAHOE	2023	62,000				
		2012 CHEVROLET TAHOE	2035	62,000				
		2013 CHEVROLET TAHOE	2041		65,368			
		2014 CHEVROLET TAHOE	2055		67,103			
		2015 CHEVROLET TAHOE	2056		67,103			
		2015 CHEVROLET TAHOE	2057		67,103			
		2015 CHEVROLET TAHOE	2058		67,103			
		2015 CHEVROLET TAHOE	2059		67,103			
		2015 CHEVROLET TAHOE	2060		67,103			
		2016 CHEVROLET TAHOE	73			69,265		
		2016 CHEVROLET TAHOE	74			69,265		
		2016 CHEVROLET TAHOE	75			69,265		
		2017 CHEVROLET TAHOE	77				71,031	
		2017 CHEVROLET TAHOE	78				71,031	
		2017 CHEVROLET TAHOE	79				71,031	
		2018 CHEVROLET TAHOE	80					72,452
		2018 CHEVROLET TAHOE	81					72,452
		2018 CHEVROLET TAHOE	82					72,452
Total Five Year Police Department				186,000	500,382	270,605	213,093	217,355
Animal Control	0143	2007 DODGE 2500 QUAD CAB	2103		33,567			
		2009 DODGE RAM	2104	32,415				
		2013 CHEVROLET SILVERADO	2108			41,419		
Total Five Year Animal Control				32,415	33,567	41,419	0	0
Ambulance	0146	2017 AMBULANCE	99				100,000	
Total Five Year Animal Control				0	0	0	100,000	0
Fire Department	0147	2000 FORD F550 4X4 BRUSH TRUCK	2501		156,878			
		2008 DODGE RAM F550 BRUSH TRUCK	2505		150,000			
		2009 DODGE DURANGO	2508	52,000				
		2003 CHEVROLET TAHOE	2509		34,702			
		1996 SUTPHEN LADDER TRUCK	2511	991,640				
		2008 FORD F250 EXT CAB	2517		38,354			
		2007 DODGE DURANGO	2519		27,418			
		2008 DODGE RAM 1500	2525		34,625			
Total Five Year Fire Department				1,043,640	441,977	0	0	0

# CITY OF CLEBURNE

## Vehicle Replacement Fund Five Year Replacement Schedule FY 2018

DEPARTMENT	DEPT	YEAR MAKE	UNIT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Health	0148	2007 DODGE DAKOTA	2504		28,288			
		2008 DODGE RAM 1500	2506		34,625			
		2011 DODGE DAKOTA	2527		28,288			
<b>Total Five Year Health</b>				<b>0</b>	<b>91,201</b>	<b>0</b>	<b>0</b>	<b>0</b>
Cemetery	0152	2002 FORD F150	3262	0	36,652			
<b>Total Five Year Cemetery</b>				<b>0</b>	<b>36,652</b>	<b>0</b>	<b>0</b>	<b>0</b>
Parks	0153	2008 DODGE RAM 2500	3908		36,516			
		2007 DODGE RAM 1500 QUAD CAB	3975		34,625			
		2008 FORD F750 BUCKET TRUCK	3952		124,259			
		2013 CHEVROLET SILVERADO 1500	3963			41,419		
		2013 CHEVROLET SILVERADO 2500HD	3968			43,721		
		2013 CHEVROLET SILVERADO 1500	3977			41,419		
<b>Total Five Year Parks Department</b>				<b>0</b>	<b>195,400</b>	<b>126,559</b>	<b>0</b>	<b>0</b>
Golf	0155	2007 DODGE RAM 1500	3134		34,625			
<b>Total Five Year Golf</b>				<b>0</b>	<b>34,625</b>	<b>0</b>	<b>0</b>	<b>0</b>
Building Maintenance	0161	2013 CHEVROLET SILVERADO 1500	1605			41,419		
		2015 CHEVROLET SILVERADO 1500	1606					41,419
<b>Total Five Year Building Maintenance</b>				<b>0</b>	<b>0</b>	<b>41,419</b>	<b>0</b>	<b>0</b>
Public Works	0171	2013 CHEVROLET SILVERADO Z71	4201			46,249		
<b>Total Five Year Public Works</b>				<b>0</b>	<b>0</b>	<b>46,249</b>	<b>0</b>	<b>0</b>
Engineering	0172	2007 DODGE DURANGO	4601		27,418			
<b>Total Five Year Engineering</b>				<b>0</b>	<b>27,418</b>	<b>0</b>	<b>0</b>	<b>0</b>
Inspections	0176	2008 DODGE DAKOTA EXT CAB	4702	26,976				
		2008 DODGE DAKOTA EXT CAB	4703		31,603			
		2015 CHEVROLET SILVERADO 1500	1606					41,419
<b>Total Five Year Inspections</b>				<b>26,976</b>	<b>31,603</b>	<b>0</b>	<b>0</b>	<b>0</b>
Fleet Maintenance	0178	2005 CHEVROLET 1/2 TON PICKUP/GRAPPLE	4440	135,000				
		2014 CHEVROLET C1500	4444				39,819	
<b>Total Five Year Fleet Maintenance</b>				<b>135,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Street Maintenance	0179	2004 TOYOTA PRIUS	4920		26,616			
		2004 FORD F450 DUMP BED	4972	64,085				
		2008 DODGE RAM 3500 DUMP BED	4967		56,179			
		2007 MACK DUMP TRUCK	4939		145,268			
		2009 MACK DUMP TRUCK	4946					152,531
		2011 DODGE RAM 3500	4966				68,796	
		2011 DODGE RAM 1500	4931		32,145			
		2011 DODGE RAM 1500	4932		32,145			
<b>Total Five Year Street Department</b>				<b>64,085</b>	<b>292,353</b>	<b>0</b>	<b>68,796</b>	<b>152,531</b>
Sanitation	0191	2007 GMC C7500 GRAPPLE TRUCK	8180					
		2008 MACK GARBAGE TRUCK	8188		185,216			
		2009 MACK GARBAGE TRUCK	8293		205,795			
		2007 DODGE RAM 1500 4X4	8201		35,625			
		2008 DODGE RAM 2500	8180		36,516			
		2012 CRANE CARRIER AUTOMATED	8183	313,615				
		2012 CRANE CARRIER AUTOMATED	8201		343,200			
		2012 CRANE CARRIER AUTOMATED	8188			377,520		
		2011 FORD F750 GRAPPLE TRUCK	8192				163,324	
		2013 CHEVROLET SILVERADO 1500	8194			41,419		
		2016 CRANE CARRIER AUTOMATED	8194				415,272	
<b>Total Five Year Sanitation</b>				<b>313,615</b>	<b>806,352</b>	<b>418,939</b>	<b>578,596</b>	<b>0</b>
<b>Total Vehicle Replacement Fund</b>				<b>1,801,731</b>	<b>2,543,550</b>	<b>945,190</b>	<b>960,485</b>	<b>369,886</b>

# 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 Vehicle Replacement Program will continue to be utilized to fund replacement vehicles and equipment. 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 ;
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. Capital improvement forms are included in this document to describe the capital item budgeted, impact on operating budget, and justification for the project. Forms are not used for replacement equipment and vehicles included in the Vehicle Replacement Five Year program, recurring Museum Artifacts, or Library Books.

**CITY OF CLEBURNE**  
 Five Year Capital Improvement Program  
 FY 2019

Department	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Governmental Fund Departments</b>					
<b>Information Technology</b>					
Upgrade Microsoft Exchange Server	20,000	20,000	20,000	20,000	
Mobility Enhancements	16,000	16,000	16,000	16,000	
<b>Police</b>					
Public Safety Software Consortium Transition	163,000				
<b>Splash Station</b>					
Replaster competition pool	95,000				
<b>Sports Complex</b>					
Utility Vehicle	10,000	10,000			
<b>Conference Center</b>					
AV Upgrades	13,750	11,850			
<b>Cemetery</b>					
Roads at Cemetery	25,000	25,000	25,000		
<b>Street</b>					
Street Maint & Repair	1,000,000	500,000	500,000	500,000	500,000
<b>Totals - Governmental Fund Departments</b>	<b>\$ 1,356,500</b>	<b>\$ 594,700</b>	<b>\$ 561,000</b>	<b>\$ 536,000</b>	<b>\$ 500,000</b>

**CITY OF CLEBURNE**  
 Five Year Capital Improvement Program  
 FY 2019

Department	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Water-Wastewater Projects</b>					
SCADA System Expansion			410,000		
Lake Pat Dam Improvements - Embankment				1,800,000	1,800,000
Water & Sewer Rehab Maintenance		500,000	500,000	500,000	500,000
Screen at Main Lift Station	300,000				
Waste Water Treatment Plant Expansion	30,000,000				
West Reuse Loop		8,000,000			
<b>Total - Water-Wastewater Projects</b>	<b>\$ 30,300,000</b>	<b>\$ 8,500,000</b>	<b>\$ 910,000</b>	<b>\$ 2,300,000</b>	<b>\$ 2,300,000</b>
<b>Drainage</b>					
Drainage Improvements	150,000	150,000	150,000	150,000	150,000
<b>Total - Drainage</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Totals - Enterprise Fund Departments</b>	<b>\$ 30,450,000</b>	<b>\$ 8,650,000</b>	<b>\$ 1,060,000</b>	<b>\$ 2,450,000</b>	<b>\$ 2,450,000</b>

**CITY OF CLEBURNE**  
**GENERAL CAPITAL PROJECTS**  
**FUND 53**  
**FY 2019**

This fund is used for general capital projects. Funding sources include transfers from Governmental Funds

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 7,872,135	\$ 10,233,907	\$ 8,006,373	\$ 8,006,373	\$ 6,155,208
REVENUES:	4,166,058	1,278,117	1,130,000	1,387,978	1,050,000
BOND PROCEEDS	2,638,784	-	-	-	-
TRANSFER IN FOR STREETS - GENERAL FUND	500,000	582,635	500,000	500,000	500,000
TRANSFER IN FOR GENERAL PROJECTS - GENERAL FUND	489,877	117,330	-	-	-
TRANSFER IN FOR STREETS - MINERAL LEASE & ROYALTY FUND	500,000	500,000	500,000	500,000	500,000
TRANSFER IN - TIF REIMBURSEMENT OF STARTUP FUNDS	-	-	100,000	100,000	-
GRANT REVENUE - FEMA	-	-	-	191,760	-
INTEREST REVENUE	37,397	78,152	30,000	96,218	50,000
EXPENDITURES:	\$ (1,785,019)	\$ (3,488,401)	\$ (5,828,461)	\$ (3,220,194)	\$ (4,892,000)
COMMUNITY INVESTMENT FUND	50,000	25,000	50,000	25,000	50,000
MARKET ANALYSIS	-	-	50,000	-	50,000
PAVEMENT MANAGEMENT SERVICES	15,423	-	17,000	-	-
M&R - STRUCTURES - SANITATION	-	56,850	60,000	-	-
M&R - STRUCTURES - BUILDING MAINTENANCE	-	-	68,984	67,368	-
M&R - STRUCTURES RAILROAD MUSUEM	-	25,140	-	-	-
MINOR EQUIPMENT CONFERENCE CNTR	-	-	-	48,346	-
CAPITAL - PARKS IMPROVEMENTS	-	270,625	35,000	-	35,000
CAPITAL - STREET IMPROVEMENTS	1,387,800	2,893,383	4,250,000	2,269,997	4,250,000
CAPITAL - STREETS EQUIPMENT	-	197,785	-	-	-
CAPITAL - CEMETERY STREETS	-	-	97,000	-	97,000
CAPITAL COMPREHENSIVE MASTER PLAN	136,719	19,618	-	-	-
CAPTIAL - RAILROAD MUSEUM DESIGN	-	-	410,000	-	410,000
TRANSFER OUT- MISC GRANTS FUND	154,748	-	790,477	809,483	-
BOND COSTS	40,329	-	-	-	-
RESERVE FOR BOAT RAMP PROJECT	-	-	-	-	227,000
RESERVE FOR DEVELOPER CURB, GUTTER & SIDEWALKS	19,267	17,250	36,517	18,949	18,949
<b>ENDING FUND BALANCE</b>	<b>\$ 10,233,907</b>	<b>\$ 8,006,373</b>	<b>\$ 3,271,395</b>	<b>\$ 6,155,208</b>	<b>\$ 2,067,259</b>

**CITY OF CLEBURNE**  
**PERFORMANCE CONTRACT CAPITAL FUND**  
**FUND 55**  
**FY 2019**

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.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ 512,254	\$ 462,663	\$ 505,514	\$ 506,888	\$ 514,889
REVENUES:	882,633	924,649	884,425	888,425	888,425
TRANSFER IN GENERAL FUND	86,174	86,174	86,174	86,174	86,174
TRANSFER IN CLETRAN FUND	1,051	1,051	1,051	1,051	1,051
TRANSFER IN WATER - WASTEWATER FUND	793,200	793,200	793,200	793,200	793,200
OTHER NON-OPERATING REVENUE	-	38,850	-	-	-
INTEREST REVENUE	2,208	5,374	4,000	8,000	8,000
EXPENDITURES:	\$ (932,224)	\$ (880,424)	\$ (880,424)	\$ (880,424)	\$ (880,424)
TRANSFER TO DEBT SERVICE FUND	880,424	880,424	880,424	880,424	880,424
OTHER SERVICES	51,800	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 462,663</b>	<b>\$ 506,888</b>	<b>\$ 509,515</b>	<b>\$ 514,889</b>	<b>\$ 522,890</b>

EXPENDITURES CHECK

**CITY OF CLEBURNE**  
**WATER WASTEWATER - 2015 REVENUE BOND FUND**  
**FUND 76**  
**FY 2019**

In October 2015, the City of Cleburne issued \$7,200,000 in Tax and Revenue Bonds. These funds will be used primarily for the construction of the North Main St. Interceptor, South Main St. Sewer Extension, and Water/Wastewater projects.

	ACTUAL FY 2016	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	BUDGET FY 2019
BEGINNING FUND BALANCE	\$ -	\$ 6,831,932	\$ 6,725,305	\$ 6,126,284	\$ 1,672,334
REVENUES:	7,225,409	48,148	21,500	60,000	4,000
TRANSFER IN WATER & SEWER - BOND FUNDS	7,204,067	-	-	-	-
INTEREST REVENUE	21,342	48,148	21,500	60,000	4,000
EXPENDITURES:	\$ (393,477)	\$ (753,796)	\$ (6,746,805)	\$ (4,513,950)	\$ (1,110,859)
REIMBURSEMENT TO WATER & SEWER FUND	169,658	-	-	-	-
N. MAIN ST. INTERCEPTOR	108,123	701,276	3,449,651	3,425,264	418,925
S. MAIN ST. INTERCEPTOR	115,696	16,842	731,180	579,872	170,452
WEST LOOP REUSE	-	-	665,974	144,492	521,482
WASTEWATER TREATMENT PLANT EXPANSION ENGINEERING	-	35,678	400,000	364,322	-
WATER SUPPLY ACQUISITION	-	-	1,500,000	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 6,831,932</b>	<b>\$ 6,126,284</b>	<b>\$ -</b>	<b>\$ 1,672,334</b>	<b>\$ 565,475</b>



Priority: ESSENTIAL Rank: 1



## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>	
Next-Gen Firewall Upgrades	
<b>Responsible Department</b>	<b>Project Leader</b>
Information Technology	Josh Rhodes
<b>Funding Source</b>	<b>City Goal Impacted</b>
General Fund- IT	PLANNING & GROWTH MANAGEM

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Traditional firewalls, like our Sonicwall firewall, simply allow or block inbound and outbound traffic on the ports that you specify. Next-generation firewalls layer many analytical and advanced capabilities on top of that basic functionality to provide a far greater degree of protection and insight into the type of traffic flowing in and out of our network. This includes hardware, professional services for turnkey install, and training.

**History and/or Current Status**

Our current Sonicwall firewall technology does not provide modern intrusion prevention features that protect us from threats and that alert us of suspicious activity or attacks. It also does not give us global management capabilities that allow us to quickly push security changes and identify issues across all city locations.

**Justification for Capital Project or Asset (please give as much detail as possible)**

We recently contracted a firm to conduct a security posture review and they identified this as our top, critical need. It will substantially improve our security posture, give us far better visibility into our network traffic, and alert us of possible attacks.

**Impact if Delayed or Cancelled:**

If delayed or canceled, we will stay in our current state.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	10/01/18	12/28/18	
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 .
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY	\$ 40,000.00						\$ 40,000.00.
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT:							\$ 0.00 .
SOFTWARE MAINTENANCE		\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00		\$ 64,000.00 .
<b>Total Cost/Year</b>	\$ 40,000.00.	\$ 16,000.00.	\$ 16,000.00.	\$ 16,000.00.	\$ 16,000.00 .	\$ 0.00 .	\$ 104,000.00



Priority: Rank:  
 ESSENTIAL 2



**City of Cleburne- Capital Asset/Project Request  
 for Budget Fiscal Year 2019**

<b>Capital Asset or Project Name</b>	
Citywide Security System Installs and Upgrades	
<b>Responsible Department</b>	<b>Project Leader</b>
Information Technology	Josh Rhodes
<b>Funding Source</b>	<b>City Goal Impacted</b>
General Fund- IT	PLANNING & GROWTH MANAGEM

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Installing new security cameras, replacing old cameras, and implementing Network Video Recording (NVR) devices at Police, Conference Center, Fleet, Police Gun Range, Layland Museum, and City Hall. Installing a security alarm system at City Hall.

**History and/or Current Status**

Our citywide security camera system is in need of updating.

**Justification for Capital Project or Asset (please give as much detail as possible)**

See previous. Security cameras assist in crime prevention/prosecution, frivolous lawsuit defense, and employee/public safety.

**Impact if Delayed or Cancelled:**

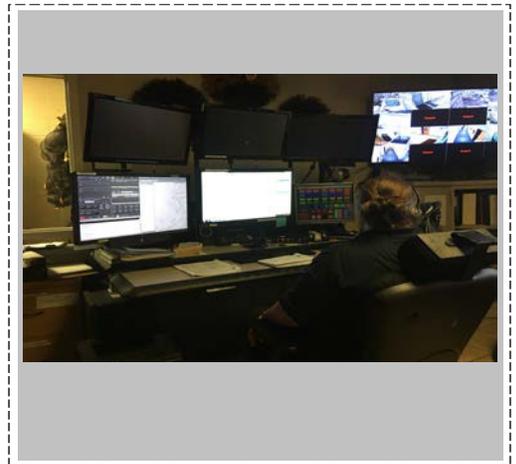
Possibility for problems with current systems.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	10/01/18	09/27/19	
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY	\$ 85,000.00						\$ 85,000.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT:							\$ 0.00 -
SOFTWARE MAINTENANCE		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		\$ 50,000.00 -
<b>Total Cost/Year</b>	\$ 85,000.00 -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00 -	\$ 10,000.00 -	\$ 0.00 -	\$ 135,000.00 -



Priority: ESSENTIAL Rank: 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019



<b>Capital Asset or Project Name</b> Johnson County Public Safety Software Consortium Transition	
<b>Responsible Department</b> Police	<b>Project Leader</b> Amy Knoll
<b>Funding Source</b> General Fund/Grant Fund	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE ENHA

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

The Bursleson Police Department and the Johnson County Sheriff's Office worked together to develop a software consortium for joint use of records management and dispatch software. This software is utilized by all major public safety entities in Johnson County except the Cleburne Police Department. The Cleburne Police Department would like to join the consortium and replace our current public safety software with this product. Grant funds are being sought that will pay for approximately 60% of this project. If the grant is funded, that will impact the amount to be requested in FY 2020.

**History and/or Current Status**

The Cleburne Police Department currently uses Tyler Public Safety for its dispatch and records management software needs. since 2008. We currently pay approximately \$110,000 to TPS for their product each year. This product is no longer meeting our needs and the company is non-responsive to our requests for enhancements. It is currently difficult for PD units to know that location and status of our Fire Department units. We do not share a dispatch center or a software system. There is little data sharing between us and other agencies in the county related to suspects and crime trends. By joining the consortium, all agencies will have access to data that will increase law enforcement's response to crime spree's and trends.

**Justification for Capital Project or Asset (please give as much detail as possible)**

1. Shared information throughout the county related to crimes and criminals
2. Ability to monitor real time CFD activity as well as activity of all other public safety agencies in the county
3. Coordinate resources from other agencies in an emergency situation
4. Provides opportunity to develop partnerships with other agencies for shared resources – combined dispatch, shared court system, etc.
5. Enhanced officer safety – mapping shows location of patrol units
6. Enhanced efficiency – mapping suggests closest units
7. Cheaper long term costs
8. Increased efficiency - shared paperwork between agencies - particularly the Johnson County Jail

**Impact if Delayed or Cancelled:**

We will continue to use a complex software package that does not meet our needs. We will continue to have limited access to real time emergency response information for other public safety agencies in the county. We will continue to have limited access to crime and suspect data from other area agencies.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>		10/01/19	01/02/20
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY	\$ 150,000	\$ 163,000					\$ 275,000.00.
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 150,000	\$ 163,000.	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 275,000.00



Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
LMS software							
<b>Responsible Department</b>	<b>Project Leader</b>						
0146 Ambulance	Scott Lail						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
General Fund	PLANNING AND GROWTH MANAGEMENT						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Learning management software to provides on-line training with a built-in tracking system to meet the fire and EMS training requirements for the City's firefighter and paramedic certifications.							
<b>History and/or Current Status</b>							
On staff are over 60 firefighters/paramedics that require annual training to retain licenses and certifications.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
There are extensive training annual requirements for staff members with firefighter and paramedic certifications and LMS software would strongly aid in meeting the training and record keeping needs.							
<b>Impact if Delayed or Cancelled:</b>							
As the City is the primary provider of ambulance services to the community, ensuring that certification hours for paramedics are current is very important. If this system were not acquired, providing and tracking training would be more expensive and less efficient.							
<b>Type of Project</b>	<b>Renovation</b>	<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	<b>Total Cost/Project</b>
<b>Project</b>							
EQUIPMENT							\$ 0.00 .
GROUNDS IMPROVEMENTS							\$ 0.00.
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY	\$10,000.00						\$10,000.00 .
STREET PROJECTS							\$ 0.00.
WATER & SEWER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT							\$ 0.00 .
SOFTWARE MAINTENACE		\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		\$ 6,000.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 10,000.00.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00 .	\$ 1,500.00	\$ 0.00	\$ 16,000.00.



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
FD Training Room and Fire Station Tech Update							
<b>Responsible Department</b>	<b>Project Leader</b>						
Fire Department	Cory White						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
General Fund	PLANNING & GROWTH MANAGEMENT						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Cleburne FD training room and Station loudspeaker technology is obsolete. We have gone through IT's PEP review for recommendations for a full upgrade.							
<b>History and/or Current Status</b>							
The FD Training Room, which is also used by other City Departments for classes, was completed in 2007. The screen, and computer sound are outdated and in need of an upgrade. The new HD projector cannot display properly on the dated drop down screen. That leaves the computer speaker/sound system, confidence monitor and wiring to be upgraded. The loudspeaker systems at each Fire Station are outdated, and are the speakers that the dispatch information is broadcast over so the call specifics can be heard throughout the station.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
The FD Training rooms is used frequently for new and continuing education. Once the technology is updated, we will able to teach remote classes so that not every Fire Crew will have to drive to Admin for a class. They can sign in at the Stations to watch classes taught at Admin in real time. The integrated computer speakers will allow question and answer in real time. The Station loudspeakers need to be updated. If the system totally goes down , there is a very real possibility that dispatch information could be missed and response could be delayed.							
<b>Impact if Delayed or Cancelled:</b>							
One of our FD goals was to increase/upgrade the training of our crews by bringing in outside experts to offer training. Not having adequate training facilities, will hinder our ability to provide the advanced training and education. A catastrophic failure of the Station loudspeaker system could potentially lead to response delays of missed calls.							
<b>Type of Project</b>	<b>Renovation</b>	<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	10/01/18	11/30/18	
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	<b>Total Cost/ Project</b>
<b>Project</b>							
EQUIPMENT	\$ 15,608.00						\$ 15,608.00
GROUNDS IMPROVEMENTS							\$ 0.00
BLDG IMPROVEMENTS							\$ 0.00
SOFTWARE & TECHNOLOGY							\$ 0.00
STREET PROJECTS							\$ 0.00
WATER & SEWER PROJECTS							\$ 0.00
OTHER PROJECTS							\$ 0.00
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00
							\$ 0.00
<b>Total Cost/Year</b>	\$ 15,608.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,608.00



Priority: ESSENTIAL Rank: 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>													
Parks & Recreation Master Plan													
<b>Responsible Department</b>	<b>Project Leader</b>												
Parks Department	Aaron Dobson												
<b>Funding Source General Fund (\$115,000), 4B Corporation (\$25,000), Capital Projects Fund (\$35,000)</b>	<b>City Goal Impacted</b>												
Public Infrastructure, Aesthetic Enhancements/Quality of Life Programs													
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>													
Update of Parks & Recreation Master Plan													
<b>History and/or Current Status</b>													
Our current Parks & Recreation Master Plan was prepared in 2009. We are currently not grant eligible by Texas Parks & Wildlife standards. Our current plan is outdated and we have had significant changes since this one was prepared.													
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>													
Standards suggest that master plans should be updated every five to seven years and a new one completed every ten years. By having an up to date master plan, we have the opportunity to apply for Texas Parks & Wildlife grants. These grants are important as our city continues to see growth and gives us opportunities to seek additional funding to help with projects throughout the city.													
<b>Impact if Delayed or Cancelled:</b>													
It is important to have a current Parks Master Plan to assess the needs and interests of our growing community. It will enable the City to prioritize resource allocation decisions for new facilities, rehabilitations projects, programs and services in a way that is fiscally responsible and publicly supported. A good and detailed Master Plan will bring the communities interests and turn them in to tangible plans to create outstanding recreational opportunities, well maintained facilities and an overall customer friendly park system.													
<b>Type of Project</b>	<b>Renovation</b>							<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	<input type="radio"/>							<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	<b>Total Cost/Project</b>						
<b>Project</b>													
EQUIPMENT							\$ 0.00 .						
GROUNDS IMPROVEMENTS							\$ 0.00 .						
BLDG IMPROVEMENTS							\$ 0.00 .						
SOFTWARE & TECHNOLOGY							\$ 0.00 .						
STREET PROJECTS							\$ 0.00 .						
WATER & SEWER PROJECTS							\$ 0.00 .						
OTHER PROJECTS	\$ 175,000.00						\$175,00.00 .						
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .						
							\$ 0.00 .						
<b>Total Cost/Year</b>	\$ 175,000.00	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 175,000.00						



Priority: DESIRABLE Rank: 5

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Carver Park Parking Lot							
<b>Responsible Department</b> 0153	<b>Project Leader</b> Parks						
<b>Funding Source</b> General Fund	<b>City Goal Impacted</b> Public Infrastructure						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b> Add a top layer to the parking lot and identify parking by restriping parking spaces.							
<b>History and/or Current Status</b> Parking spaces are faded and multiple materials were used for paving.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b> Carver Park provides updated amenities to offer the public, having an updated parking lot will invite more patrons to enjoy Carver Park.							
<b>Impact if Delayed or Cancelled:</b> City crews could restripe the lot.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS	\$ 12,000.00						\$ 12,000.00.
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 12,000.00.	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 12,000.00.



Priority: DESIRABLE Rank: 8

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Don Moore Baseball Fence							
<b>Responsible Department</b> 0153	<b>Project Leader</b> Parks						
<b>Funding Source</b> General Fund	<b>City Goal Impacted</b> Public infrastructure, Aesthetic Enhancements/Quality of life						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b> Replace the chain-link fence around the field. Grind or sand blast chipped paint and rust off the pipe portion of the outfield. Primer and paint the pipe portion.							
<b>History and/or Current Status</b> Chain-link is old and bent out of place. In addition, the pipe portion of the fence has rusted and needs to be repainted.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b> With plans to start a cost recovery program, enhancing the look of the overall field, will allow us to start charging for the use of the field.							
<b>Impact if Delayed or Cancelled:</b> We will continue maintaining and repairing the fence.							
<b>Type of Project</b>	<b>Renovation</b> <input checked="" type="radio"/>	<b>New</b> <input type="radio"/>	<b>Replacement</b> <input type="radio"/>	<b>Expansion</b> <input type="radio"/>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
<b>Year</b>	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	<b>Total Cost/Project</b>
<b>Project</b>							
EQUIPMENT							\$ 0.00 .
GROUNDS IMPROVEMENTS	\$ 20,000.00						\$ 20,000.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT							\$ 0.00 .
ADDITIONAL FEE REVENUE		-\$2,000.00	-\$2,000.00	-\$2,500.00	-\$2,500.00		\$ -9,000.00
<b>Total Cost/Year</b>	\$ 20,000.00 .	\$ -2,000.00	\$ -2,000.00	\$ -2,500.00	\$ -2,500.00 .	\$ 0.00 .	\$ 11,000.00 .



Priority: ESSENTIAL Rank: 4

### City of Clebune- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Hustler Super Z zero turn mower							
<b>Responsible Department</b> 0153	<b>Project Leader</b> Parks						
<b>Funding Source</b> General Fund	<b>City Goal Impacted</b> Aesthetic enhancements / Quality of life						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b> 60" side-discharge; 27hp Kawasaki engine hydro-gear 21cc pump							
<b>History and/or Current Status</b> Currently, the department has two John Deere mowers that are six years old. There are multiple repairs to the mowers costing time and money to keep them operating.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b> We would like to remove the two John Deere mowers and replace with a Super Z zero turn. There will be three new mowers with less than two years of use available to handle mowing requirements							
<b>Impact if Delayed or Cancelled:</b> Funds spent on repairs and equipment downtime will continue.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 10,000.00						\$ 10,000.00
GROUNDS IMPROVEMENTS							\$ 0.00
BLDG IMPROVEMENTS							\$ 0.00
SOFTWARE & TECHNOLOGY							\$ 0.00
STREET PROJECTS							\$ 0.00
WATER & SEWER PROJECTS							\$ 0.00
OTHER PROJECTS							\$ 0.00
FUTURE BUDGET IMPACT							\$ 0.00
REPAIRS		\$ -1,000.00	\$ 500.00	\$ 500.00	\$ 500.00		\$ 500.00
<b>Total Cost/Year</b>	\$ 10,000.00	\$ -1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 0.00	\$ 10,500.00



Priority: ESSENTIAL Rank: 3

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>														
Hustler Super S stand-up mower														
<b>Responsible Department</b>	<b>Project Leader</b>													
0153	Parks													
<b>Funding Source</b>	<b>City Goal Impacted</b>													
General Fund	Aesthetic Enhancements/ Quality of Life													
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>														
48" side-discharge deck Heavy-duty fabricated frame patented automatic parking brake 22hp Kawasaki engine														
<b>History and/or Current Status</b>														
John Deere stand up mower used for tight areas is 7 years old.														
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>														
Due to mower age, there is down time for repairs. When the existing stand-up mower is down for repairs, the Parks staff uses weed eaters to trim in the narrow areas that the zero turn units cannot reach.														
<b>Impact if Delayed or Cancelled:</b>														
Will continue to spend money on repairs therefore spending more man-hours weed eating.														
<b>Type of Project</b>	<b>Renovation</b>							<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>		<b>Projected Completion Date</b>	
	<input type="radio"/>							<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>		<b>Total Cost/ Project</b>						
<b>Project</b>														
EQUIPMENT	\$ 7,500.00							\$ 7,500.00						
GROUNDS IMPROVEMENTS								\$ 0.00						
BLDG IMPROVEMENTS								\$ 0.00						
SOFTWARE & TECHNOLOGY								\$ 0.00						
STREET PROJECTS								\$ 0.00						
WATER & SEWER PROJECTS								\$ 0.00						
OTHER PROJECTS								\$ 0.00						
FUTURE BUDGET IMPACT:								\$ 0.00						
REPAIRS		-\$500.00	\$250.00	\$500.00	\$500.00			\$ 750.00						
<b>Total Cost/Year</b>	\$ 7,500.00	\$ -500.00	\$ 250.00	\$ 500.00	\$ 500.00		\$ 0.00	\$ 8,250.00						



Priority: MANDATORY Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Dakota 410 Turf Tender							
<b>Responsible Department</b> Golf	<b>Project Leader</b> Mike Utecht - Superintendent						
<b>Funding Source</b> General Fund	<b>City Goal Impacted</b> Public Infrastructure						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b> Current top dressing machine is a 2003 or older model. It has structural areas that have been re-welded many times. The engine needs to be replaced.							
<b>History and/or Current Status</b> The course greens are hybrid bermuda greens (Ultra Dwarf variety) that require consistent and frequent sand topdressing during the growing season. We use this machine twice a month.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b> This is a necessary agronomic tool to maintain our greens. This machine is in need of replacement before it completely goes out. This is not the type of machine you would lease.							
<b>Impact if Delayed or Cancelled:</b> If the machine stops working, we will need to rent one to get through the year.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 14,000.00						\$ 14,000.00.
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 14,000.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 14,000.00.



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Replace HVAC systems at various City facilities								
<b>Responsible Department</b>	<b>Project Leader</b>							
0161 - Building Maintenance	Denise Jones							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
01- General Fund	PUBLIC INFRASTRUCTURE ENHA							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Replacement HVAC units at various City facilities. City Hall building, Senior Center building, and McGregor, I /T building.								
<b>History and/or Current Status</b>								
Many of the proposed units are over 15 years. They are likely near failure and the ability to find repair parts is difficult.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Due to the age of the existing units, failure is likely. This could cause building damage in the event of a freeze, and could cause damage to the contents in the event of an A/C unit failure.								
<b>Impact if Delayed or Cancelled:</b>								
HVAC units at the facilities will continue to deteriorate, possibly causing damage inside the buildings when they become inoperable.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS								\$ 0.00 -
BLDG IMPROVEMENTS	\$ 76,200.00							\$ 76,200.00 -
SOFTWARE & TECHNOLOGY								\$ 0.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS								\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00			\$ 0.00 -
								\$ 0.00 -
<b>Total Cost/Year</b>	\$ 76,200.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 76,200.00 -



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>													
Replace roof at various City facilities													
<b>Responsible Department</b>	<b>Project Leader</b>												
0161 - Building Maintenance	Denise Jones												
<b>Funding Source</b>	<b>City Goal Impacted</b>												
01- General Fund	PUBLIC INFRASTRUCTURE ENHA												
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>													
Roofs at Fire Administration building, Municipal Court building and other City facilities.													
<b>History and/or Current Status</b>													
Roof is in need of repairs at both buildings. Patches are required on almost every heavy rain.													
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>													
Seal building envelope to stop further damage inside building.													
<b>Impact if Delayed or Cancelled:</b>													
Roofs both facilities will continue to deteriorate and leak possibly causing damage inside the buildings.													
<b>Type of Project</b>	<b>Renovation</b>							<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	●							○	○	○			
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	<b>Total Cost/ Project</b>						
<b>Project</b>													
EQUIPMENT							\$ 0.00 .						
GROUNDS IMPROVEMENTS							\$ 0.00 .						
BLDG IMPROVEMENTS	\$ 52,590.00						\$ 52,590.00 .						
SOFTWARE & TECHNOLOGY							\$ 0.00 .						
STREET PROJECTS							\$ 0.00 .						
WATER & SEWER PROJECTS							\$ 0.00 .						
OTHER PROJECTS							\$ 0.00 .						
FUTURE BUDGET IMPACT							\$ 0.00 .						
REPAIR SAVINGS		-\$2,000.00	-\$2,000.00	-\$2,000.00	-\$2,000.00		\$ -8,000.00 .						
<b>Total Cost/Year</b>	\$ 52,590.00 .	\$ -2,000.00 .	\$ -2,000.00 .	\$ -2,000.00 .	\$ -2,000.00 .	\$ 0.00 .	\$ 52,590.00 .						



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
I/T Building Improvements								
<b>Responsible Department</b>	<b>Project Leader</b>							
0161 - Building Maintenance	Denise Jones							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
01- General Fund	PUBLIC INFRASTRUCTURE ENHA							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
I/T building is located in the downtown area and needs exterior painting/repairs to blend with surrounding buildings.								
<b>History and/or Current Status</b>								
The building needs exterior painting/repairs.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
The building needs exterior/repairs to blend with recent buildings in the downtown area that have updated their facades.								
<b>Impact if Delayed or Cancelled:</b>								
The condition of the building will deteriorate over time.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	●	○	○	○				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS								\$ 0.00 -
BLDG IMPROVEMENTS	\$24,000.00							\$24,000.00 -
SOFTWARE & TECHNOLOGY								\$ 0.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS								\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00			\$ 0.00 -
								\$ 0.00 -
<b>Total Cost/Year</b>	\$24,000.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$24,000.00 -



Priority: Rank:  
DESIRABLE 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Library books								
<b>Responsible Department</b>	<b>Project Leader</b>							
0163 Library	Tina Dunham							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
General Fund	AESTHETIC ENHANCEMENTS/QU							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Replacement of library books is essential for maintain the collection and increase growth in circulation.								
<b>History and/or Current Status</b>								
<ul style="list-style-type: none"> <li>Collection will reflect community needs and demands; needs assessment through surveys, circulation statistics, Inter-library loan requests, and suggestion box. Growth in circulation by 2% per year.</li> <li>Collection will be stocked with sufficient copies of newly released titles to meet demand and reduce wait times. Supply multiple copies of required reading titles for schools.</li> <li>Children’s collection will be adequately supplied with beginning reading books to enable parents and caregivers to assist in developing reading skills.</li> <li>Increase purchases of e-books to satisfy holds and decrease wait times.</li> </ul>								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Replacement of library books is essential for maintain the collection and increase growth in circulation								
<b>Impact if Delayed or Cancelled:</b>								
The size of the collection will shrink, as the number of library patrons in increasing due to community growth.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 .
GROUNDS IMPROVEMENTS								\$ 0.00 .
BLDG IMPROVEMENTS								\$ 0.00 .
SOFTWARE & TECHNOLOGY								\$ 0.00 .
STREET PROJECTS								\$ 0.00 .
WATER & SEWER PROJECTS								\$ 0.00 .
OTHER PROJECTS	\$ 31,500.00							\$ 31,500.00 .
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00			\$ 0.00 .
								\$ 0.00 .
<b>Total Cost/Year</b>	\$ 31,500.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 31,500.00 .



Priority: DESIRABLE Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Track lighting at the Layland Museum								
<b>Responsible Department</b>	<b>Project Leader</b>							
0165 Layland museum	Jessica Baber							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
General Fund	AESTHETIC ENHANCEMENTS/QU							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Replacement of track lights for the museum gallery. Includes new track and fixtures, electrical work needed and installation.								
<b>History and/or Current Status</b>								
Lighting is original to museum.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Our current system is probably 20 years old and has several dead spots. Lights burning out quickly and are difficult to change.								
<b>Impact if Delayed or Cancelled:</b>								
Current system is still working, but will continue to become less and less usable over time.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS								\$ 0.00 -
BLDG IMPROVEMENTS	\$ 35,000.00							\$ 35,000.00
SOFTWARE & TECHNOLOGY								\$ 0.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS								\$ 0.00 -
FUTURE BUDGET IMPACT:		\$0.00	\$0.00	\$0.00	\$0.00			\$ 0.00 -
								\$ 0.00 -
<b>Total Cost/Year</b>	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35,000.00



Priority: DEFERRABLE Rank: 4

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
New Space Saver shelving unit								
<b>Responsible Department</b>	<b>Project Leader</b>							
0165 Layland museum	Jessica Baber							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
General Fund	AESTHETIC ENHANCEMENTS/QU							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Additional Space Saver unit. 11' long, 30" deep and 10'7" tall.								
<b>History and/or Current Status</b>								
New request								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Overcrowding is a large problem in our Smith History Center storage and an additional unit to the pre-existing space saver storage system will allow for better organization and further growth of the collection.								
<b>Impact if Delayed or Cancelled:</b>								
Overcrowding will continue to be a problem and space for new objects will be gone in the next few years.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT	\$ 9,846.00						\$ 9,846.00.	
GROUNDS IMPROVEMENTS							\$ 0.00 .	
BLDG IMPROVEMENTS							\$ 0.00 .	
SOFTWARE & TECHNOLOGY							\$ 0.00 .	
STREET PROJECTS							\$ 0.00 .	
WATER & SEWER PROJECTS							\$ 0.00 .	
OTHER PROJECTS							\$ 0.00 .	
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .	
							\$ 0.00 .	
<b>Total Cost/Year</b>	\$ 9,846.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 9,846.00.	



Priority: Rank:  
DESIRABLE 4

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019



<b>Capital Asset or Project Name</b>	
Brush hog attachment for (Skid Steer)	
<b>Responsible Department</b>	<b>Project Leader</b>
Street	Mark Pugh
<b>Funding Source</b>	<b>City Goal Impacted</b>
General Fund	Public Infrastructure

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Brush hog attachment for the Skid Steer loader.

**History and/or Current Status**

The Skid Steer loader does not have this attachment, which make it a more usable piece of equipment for mowing and mulching City property.

**Justification for Capital Project or Asset (please give as much detail as possible)**

We need this attachment for this Skid Steer loader to help mow and mulch small brush and trees on lots, drainage ditches and right of ways

**Impact if Delayed or Cancelled:**

Lots, drainage ditches and right of ways will be maintained using weed eaters and other equipment in a less efficient manner.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$12,500.00						\$ 12,500.00
GROUNDS IMPROVEMENTS							\$ 0.00
BLDG IMPROVEMENTS							\$ 0.00
SOFTWARE & TECHNOLOGY							\$ 0.00
STREET PROJECTS							\$ 0.00
WATER & SEWER PROJECTS							\$ 0.00
OTHER PROJECTS							\$ 0.00
FUTURE BUDGET IMPACT							\$ 0.00
FUEL		\$250.00	\$250.00	\$250.00	\$250.00		\$ 0.00
<b>Total Cost/Year</b>	\$ 12,500.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 0.00	\$ 13,500.00



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>													
Performing Arts A/V upgrade													
<b>Responsible Department</b>	<b>Project Leader</b>												
0162 - Conference Center	Denise Jones												
<b>Funding Source</b>	<b>City Goal Impacted</b>												
07 Hotel Occupancy Tax Fund	AESTHETIC ENHANCEMENTS/QU												
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>													
Audio/visual equipment in the Performing Arts Theater located at 1501 W Henderson													
<b>History and/or Current Status</b>													
Audio/visual equipment is not reliable in the theater. Equipment is old and needs to be updated													
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>													
Audio/visual equipment is required to rent the theater. Assessment was done - 3 phase approach recommended													
<b>Impact if Delayed or Cancelled:</b>													
Loss of rental revenue of theater and poor guest experience.													
<b>Type of Project</b>	<b>Renovation</b>							<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	<input type="radio"/>							<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	<b>Total Cost/ Project</b>						
<b>Project</b>													
EQUIPMENT	\$ 12,000.00	\$ 13,750.00	\$ 11,850.00				\$ 37,600.00						
GROUNDS IMPROVEMENTS							\$ 0.00 -						
BLDG IMPROVEMENTS							\$ 0.00 -						
SOFTWARE & TECHNOLOGY							\$ 0.00 -						
STREET PROJECTS							\$ 0.00 -						
WATER & SEWER PROJECTS							\$ 0.00 -						
OTHER PROJECTS							\$ 0.00 -						
FUTURE BUDGET IMPACT				\$0.00	\$0.00		\$ 0.00 -						
							\$ 0.00 -						
<b>Total Cost/Year</b>	\$ 12,000.00	\$ 13,750.00	\$ 11,850.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 37,600.00						



Priority:  
ESSENTIAL

Rank:  
1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Audio Visual equipment upgrade								
<b>Responsible Department</b>	<b>Project Leader</b>							
0162 Conference Center	Denise Jones							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
07 – Hotel Occupancy Tax Fund	AESTHETIC ENHANCEMENTS/QU							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Brazos Exhibit Hall and Cross Timbers room in the Conference Center located at 1501 W. Henderson								
<b>History and/or Current Status</b>								
Audio/visual equipment is not reliable. Old equipment is failing and is over seven years old.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Failure of audio/visual equipment will result in rental cancellations and/or future bookings								
<b>Impact if Delayed or Cancelled:</b>								
Loss of revenue								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/Project	
<b>Project</b>								
EQUIPMENT	\$100,000.00						\$ 100,000.00.	
GROUNDS IMPROVEMENTS							\$ 0.00 .	
BLDG IMPROVEMENTS							\$ 0.00 .	
SOFTWARE & TECHNOLOGY							\$ 0.00 .	
STREET PROJECTS							\$ 0.00 .	
WATER & SEWER PROJECTS							\$ 0.00 .	
OTHER PROJECTS							\$ 0.00 .	
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .	
							\$ 0.00 .	
<b>Total Cost/Year</b>	\$100,000.00.	\$ 0.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 100,000.00	



Priority: Rank:  
 ESSENTIAL 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
LED monument sign – The Depot at Cleburne Station								
<b>Responsible Department</b>	<b>Project Leader</b>							
1769 – The Depot	Denise Jones							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
Hotel Occupancy Tax Fund 07	PUBLIC INFRASTRUCTURE ENHA							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Construction of an LED monument sign at The Depot at Cleburne Station.								
<b>History and/or Current Status</b>								
The Depot at Cleburne Station minor league ballpark and surrounding development is located at the southeastern corner of the intersection of US Highway 67 and the Chisholm Trail Parkway. The area opened for development in 2017.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
The Depot at Cleburne Station minor league ballpark and future surrounding development would benefit for the highly visible advertisement of events and other items.								
<b>Impact if Delayed or Cancelled:</b>								
There would be less drive by visibility of events at the conflux of two heavily traveled roadways.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS								\$ 0.00 -
BLDG IMPROVEMENTS								\$ 100,000.00.
SOFTWARE & TECHNOLOGY								\$ 0.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS	\$100,000.00							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00			\$ 0.00 -
								\$ 0.00 -
<b>Total Cost/Year</b>	\$ 100,000.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 100,000.00.



Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Upgrade Camera System							
<b>Responsible Department</b> IT/Booker T. Washington	<b>Project Leader</b> David Raybuck						
<b>Funding Source</b> 4B	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE ENHA						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b> The current camera system at Booker T Washington Recreation Center is aging and is an analogue/coax system.							
<b>History and/or Current Status</b> The current system is not reliable to properly record activities.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b> As this is a public facility, monitoring with a recording device is important.							
<b>Impact if Delayed or Cancelled:</b> The system will become more unreliable due to age.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY	\$ 11,750.00						\$ 11,750.00
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT							\$ 0.00 -
MAINTENANCE COST			\$100.00	\$100.00	\$100.00		\$ 300.00 -
<b>Total Cost/Year</b>	\$ 11,750.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 12,050.00



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Replace AC system at Booker T. Washington Recreation Center							
<b>Responsible Department</b> 0150 - Booker T. Washington Recreation Center	<b>Project Leader</b> Denise Jones						
<b>Funding Source</b> 4B	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE ENHA						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Replacement AC units at Booker T. Washington Recreation Center.							
<b>History and/or Current Status</b>							
The AC system at Booker T. Washington Recreation Center is over a decade old and is likely near failure.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
Due to the age of the existing units, failure is likely. This could cause damage to the contents in the event of an A/C unit failure.							
<b>Impact if Delayed or Cancelled:</b>							
HVAC units at the facilities will continue to deteriorate and possibly causing damage inside the building when it becomes inoperable. In addition, this is a public recreation facility and functioning HVAC is essential to a pleasant customer experience.							
<b>Type of Project</b>	Renovation <input type="radio"/>	New <input type="radio"/>	Replacement <input checked="" type="radio"/>	Expansion <input type="radio"/>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
<b>Year</b>	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	<b>Total Cost/Project</b>
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS	\$5,200.00						\$ 5,200.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 5,200.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 5,200.00 -



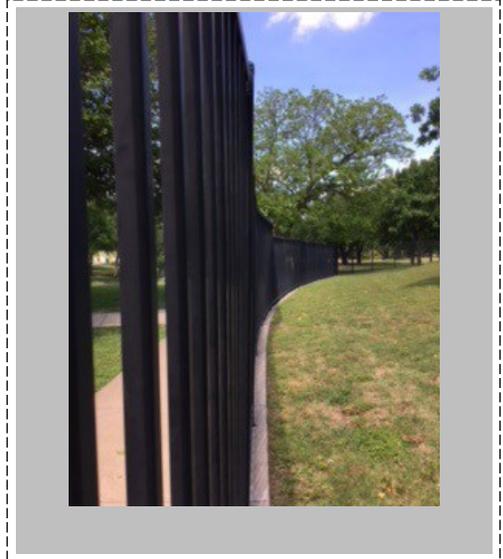
Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Upgrade Security System								
<b>Responsible Department</b>	<b>Project Leader</b>							
IT/Splash Station	David Raybuck/Aaron Dobson							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
4B	PUBLIC INFRASTRUCTURE ENHA							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
The current system at Splash Station is aging.								
<b>History and/or Current Status</b>								
The current system is becoming less reliable.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
As this is a public facility, monitoring is important.								
<b>Impact if Delayed or Cancelled:</b>								
The system will become more unreliable due to age.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS								\$ 0.00 -
BLDG IMPROVEMENTS								\$ 0.00 -
SOFTWARE & TECHNOLOGY	\$ 25,000.00							\$ 25,000.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS								\$ 0.00 -
FUTURE BUDGET IMPACT								\$ 0.00 -
MAINTENANCE		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00			\$ 0.00 -
<b>Total Cost/Year</b>	\$ 25,000.00 -	\$ 1,500.00 -	\$ 1,500.00 -	\$ 1,500.00 -	\$ 1,500.00 -	\$ 0.00 -		\$ 31,000.00 -



Priority: ESSENTIAL Rank: 5



### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Repair to Fence							
<b>Responsible Department</b>				<b>Project Leader</b>			
Splash Station				Aaron Dobson			
<b>Funding Source</b>				<b>City Goal Impacted</b>			
4B				PUBLIC INFRASTRUCTURE ENHA			
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
There is a 6-foot iron fence around Splash Station.							
<b>History and/or Current Status</b>							
Due to aging of the fence, 210 feet of the 6-foot iron fence around Splash Station is leaning. The fence is original to the facility.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
The fence provides a barrier to facility access after-hours.							
<b>Impact if Delayed or Cancelled:</b>							
Due to the age of the fence, more panels will continue to lean and the condition will deteriorate.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date
	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS	\$ 7,500.00						\$ 7,500.00.
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 7,500.00.	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 7,500.00.



Priority: ESSENTIAL Rank: 3



### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Re-plastering of Leisure Pool							
<b>Responsible Department</b>				<b>Project Leader</b>			
Splash Station				Aaron Dobson			
<b>Funding Source</b>				<b>City Goal Impacted</b>			
4B				PUBLIC INFRASTRUCTURE ENHA			
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
The plaster on the leisure pool in Splash Station.							
<b>History and/or Current Status</b>							
The plaster is 14 years old, pitted, cracked, and has been repaired in many places; plaster on a pool has a useful life of less than 10 years.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
Removing plaster where needed, putting in new plaster, and fixing all cracks correctly, will ensure the long-term life of this asset. New plaster will provide a better customer experience, and will make the pool look more appealing.							
<b>Impact if Delayed or Cancelled:</b>							
The plaster will continue to crack and chip, and if left unrepaired water will seep into the crack and the rebar will expand, causing more issues in the long run at a much greater expense.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS	\$ 65,000.00						\$ 65,000.00.
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		-\$1,000.00	-\$1,000.00	-\$1,000.00	-\$1,000.00		\$ 0.00 -
							\$ 4,000.00 -
<b>Total Cost/Year</b>	\$ 65,000.00.	\$ -1,000.00 -	\$ -1,000.00 -	\$ -1,000.00 -	\$ -1,000.00 -	\$ 0.00 -	\$ 61,000.00.



Priority: ESSENTIAL Rank: 7



## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Portable Lift Chair for Assisted Access								
<b>Responsible Department</b>				<b>Project Leader</b>				
Splash Station				Aaron Dobson				
<b>Funding Source</b>				<b>City Goal Impacted</b>				
09				AESTHETIC ENHANCEMENTS/QU				
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
This is a portable lift chair that is used for persons needing assisted access to the pools. We can utilize 1 chair to access both swimming pools.								
<b>History and/or Current Status</b>								
We currently have 2 hydraulic lifts that require us to connect a water hose to make them function, which makes it inconvenient for anyone needed assistance.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Having a new lift with its portability will make a difference because we can store this indoor, instead of outdoor, and it requires a rechargeable battery.								
<b>Impact if Delayed or Cancelled:</b>								
We continue to use the current lifts that are not portable.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT	\$ 5,000.00						\$5,000.00.	
GROUNDS IMPROVEMENTS							\$ 0.00 .	
BLDG IMPROVEMENTS							\$ 0.00 .	
SOFTWARE & TECHNOLOGY							\$ 0.00 .	
STREET PROJECTS							\$ 0.00 .	
WATER & SEWER PROJECTS							\$ 0.00 .	
OTHER PROJECTS							\$ 0.00 .	
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .	
							\$ 0.00 .	
<b>Total Cost/Year</b>	\$ 5,000.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$5,000.00.	



Priority: DESIRABLE Rank: 6

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Automatic Vacuum							
<b>Responsible Department</b>	<b>Project Leader</b>						
Splash Station	Aaron Dobson						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
4B	AESTHETIC ENHANCEMENTS/QU						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
We would like to purchase a new vacuum so that we can keep the bottoms of our pools clean and free of debris.							
<b>History and/or Current Status</b>							
We currently have an automatic vacuum that is old and we continuously purchase new parts for it. When the vacuum is not working, the bottom of the pools are covered in leaves and trash.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
Having a consistently working vacuum, will allow us to keep the pools clean, and provide a better guest experience.							
<b>Impact if Delayed or Cancelled:</b>							
Continue to purchase parts for the old vacuum, and when needed the vacuum is inoperable, pick out leaves and trash by hand.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 7,000.00						\$ 7,000.00.
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTRUE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 7,000.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 7,000.00.



Priority: MANDATORY Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Competition Pool Dome and Lighting Replacement								
<b>Responsible Department</b>	<b>Project Leader</b>							
Splash Station	Aaron Dobson							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
4B	PUBLIC INFRASTRUCTURE ENHA							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
There is a dome to cover the competition pool that is put up in the colder months and provided year round use of the pool.								
<b>History and/or Current Status</b>								
This is the remaining balance of the FY 2018 budgeted amount for the replacement of the dome and the LED lights inside the dome.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
There is a contract with Cleburne ISD to provide practice time for the high school swim team in winter months. The dome over the competition pool provides a climate controlled facility.								
<b>Impact if Delayed or Cancelled:</b>								
There would not be a year round facility for the swim team and other guests at Splash Station.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS								\$ 0.00 -
BLDG IMPROVEMENTS								\$ 0.00 -
SOFTWARE & TECHNOLOGY								\$ 0.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS	\$ 46,580.00							\$46,580.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00			\$ 0.00 -
								\$ 0.00 -
<b>Total Cost/Year</b>	\$ 46,580.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 46,580.00 -



Priority: ESSENTIAL Rank: 3

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
(2) Scag Turf Tiger II Mowers							
<b>Responsible Department</b>	<b>Project Leader</b>						
0157 Sports Complex	Aaron Dobson						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
4B	AESTHETIC ENHANCEMENTS						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Mowers with the following:12 MPH,Heavy-duty hydraulic drive system, auxiliary hydraulic oil coolers, driveshaft driven cutter deck, heavy-duty blade drive spindles, 25hp Kawasaki engine, double tube steel main frame construction							
<b>History and/or Current Status</b>							
The two existing John Deere Z-Turn mowers are 2012 models							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
Due to the age of the mowers, much time and repair dollars are spent keeping the John Deere mowers operating. A week of mowing time is lost each time a mower breaks down.							
<b>Impact if Delayed or Cancelled:</b>							
Current mowers are 2012 models and are becoming more costly to repair. When a mower goes down it causes staff to get behind on athletic field maintenance.							
<b>Type of Project</b>	Renovation	New	Replacement	Expansion	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
<b>Year</b>	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	<b>Total Cost/ Project</b>
<b>Project</b>							
EQUIPMENT	\$ 23,000.00						\$ 23,000.00.
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE &TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 23,000.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 23,000.00.



Priority: DESIRABLE Rank: 4

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
John Deere 485 Backhoe Attachment							
<b>Responsible Department</b>	<b>Project Leader</b>						
0157- Sports Complex	Aaron Dobson						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
4B	PUBLIC INFRASTRUCTURE						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Attachment for the Sports Complex Tractor standard 12" bucket							
<b>History and/or Current Status</b>							
We fix main irrigation line leaks daily at the Sports Complex with Parks backhoe or skid steer with AG tires. Both pieces of equipment create ruts in the athletic fields that need to be repaired. As this equipment is shared with Parks, usage has to be scheduled causing the shutdown of the irrigation system, which is not optimal for turf maintenance.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
This attachment will be used on a tractor with turf tires, and staged at the Complex, so main line leaks can be repaired, as they happen.							
<b>Impact if Delayed or Cancelled:</b>							
Will continue to borrow Parks Backhoe or Skid Steer and have the irrigation system shut off until repairs are complete.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 12,000.00						\$ 12,000.00.
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 12,000.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 12,000.00.



Priority: DESIRABLE Rank: 7

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Kubota RTX 500 Utility Vehicle							
<b>Responsible Department</b>	<b>Project Leader</b>						
0157 Sports Complex	Aaron Dobson						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
4B	AESTHETIC ENHANCEMENTS						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Utility vehicle with the following: 16hp Air-cooled EFI gasoline engine, continuously variable transmission with inertial clutch, variable hydro transmission, standard rollover protective structure							
<b>History and/or Current Status</b>							
The three John Deere Gators that we have are aging and unreliable.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
Replace one gator a year over the next three years; these utility vehicles help us move around the Sports Complex and haul equipment from shop to work area							
<b>Impact if Delayed or Cancelled:</b>							
Down time, difficulty in hauling equipment and materials, and costly to repair							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00				\$ 30,000.00
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 10,000.00	\$10,000.00	\$10,000.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 30,000.00



Priority: ESSENTIAL Rank: 2

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Brite Striper 3500 self-propelled painter							
<b>Responsible Department</b> 0157 Sports Complex	<b>Project Leader</b> Aaron Dobson						
<b>Funding Source</b> 4B	<b>City Goal Impacted</b> AESTHETIC ENHANCEMENTS						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b> Self-propelled, rear-gun mount airless striper with the following features: lightweight frame with smooth riding, large pneumatic tires easy reach handle bar with mounted controls, adjustable electronic pressure control (0-3300 psi), front swivel wheel, premium-grade Briggs & Stratton Vanguard engine, Pro-duty-airless pump with adjustable left or right spray configuration							
<b>History and/or Current Status</b> We had two painters. One currently is working, the other is not and being used for parts.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b> We paint 29 sports fields every other week, having only one working painter puts us behind on preparing for tournaments. It takes one person 2 days to paint the complex							
<b>Impact if Delayed or Cancelled:</b> If our current painter breaks down, we have no way of preparing the complex for play							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 6,000.00						\$ 6,000.00
GROUNDS IMPROVEMENTS							\$ 0.00
BLDG IMPROVEMENTS							\$ 0.00
SOFTWARE & TECHNOLOGY							\$ 0.00
STREET PROJECTS							\$ 0.00
WATER & SEWER PROJECTS							\$ 0.00
OTHER PROJECTS							\$ 0.00
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00
							\$ 0.00
<b>Total Cost/Year</b>	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,000.00



Priority: MANDATORY Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Replacing lamps, ballasts & fuses in Complex lighting							
<b>Responsible Department</b>	<b>Project Leader</b>						
0157 Sports Complex	Aaron Dobson						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
4B	AESTHETIC ENHANCEMENTS						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Currently, there are a number of lights not working due to ballast and other issues: 27 parking lot lights, 10 stadium lights, 4 floodlights.							
<b>History and/or Current Status</b>							
Lighting is 13 years old and original to the facility; all areas need replacements.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
Provides a better athletic participant and spectators experience at the Sports Complex.							
<b>Impact if Delayed or Cancelled:</b>							
Updating the lighting will provide additional security at facility; delaying in replacement will make it more costly later due to more lights that will go out.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT	\$ 30,000.00						\$ 30,000.00.
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 30,000.00.	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 0.00 .	\$ 30,000.00.



Priority: DESIRABLE Rank: 5

### City of Clebune- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>								
Shade Structures over bleachers								
<b>Responsible Department</b>	<b>Project Leader</b>							
0157 Sports Complex	Aaron Dobson							
<b>Funding Source</b>	<b>City Goal Impacted</b>							
4B	AESTHETIC ENHANCEMENTS							
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>								
Add four shade structures over seating at two baseball fields to match other shade structures in place.								
<b>History and/or Current Status</b>								
Shade structures were added to two fields in the past, but due to budget constraints, the remaining fields were not covered by shade structures.								
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>								
Shade structures are needed to provide protection from sun exposure and provide the most enjoyment for our patrons.								
<b>Impact if Delayed or Cancelled:</b>								
Enhances the Sports Complex facility and could increase tournament play.								
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date		Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>				
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project	
<b>Project</b>								
EQUIPMENT								\$ 0.00 -
GROUNDS IMPROVEMENTS	\$ 71,625.00							\$ 71,625.00.
BLDG IMPROVEMENTS								\$ 0.00 -
SOFTWARE & TECHNOLOGY								\$ 0.00 -
STREET PROJECTS								\$ 0.00 -
WATER & SEWER PROJECTS								\$ 0.00 -
OTHER PROJECTS								\$ 0.00 -
FUTURE BUDGET IMPACT								\$ 0.00 -
NEW REVENUE		-\$1,000.00	-\$1,000.00	-\$1,500.00	-1,500.00			\$ -5,000.00 -
<b>Total Cost/Year</b>	\$ 71,625.00.	\$ -1,000.00	\$ -1,000.00	\$ -1,500.00	\$ -1,500.00 -	\$ 0.00 -		\$ 66,625.00.



Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
Railroad Museum storage							
<b>Responsible Department</b>	<b>Project Leader</b>						
0167 Railroad Museum	Jessica Baber						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
4B	AESTHETIC ENHANCEMENTS						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Portable storage containers. Either 3 shipping containers or two portable garages (one garage would be shared cost with the Layland Museum). Containers will be placed at the Parks shop grounds.							
<b>History and/or Current Status</b>							
Containers will be needed when the expansion project begins on the Cleburne Railroad Museum.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
All artifacts and other museum materials stored in 204,206, and 208 N. Main St. will need to be moved off site during the expansion of the museum. Some items will need to remain in the units permanently after the museum opens.							
<b>Impact if Delayed or Cancelled:</b>							
Other storage space will have to be found to house these items. Either by renting storage space or pods indefinitely or by finding other city-owned space which will accommodate the objects.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS	\$ 18,150.00						\$ 18,150.00-
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 18,150.00-	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 18,150.00-



Priority: ESSENTIAL Rank: 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>	
Railroad Museum Improvements	
<b>Responsible Department</b>	<b>Project Leader</b>
0167 Railroad Museum	Jessica Baber
<b>Funding Source</b>	<b>City Goal Impacted</b>
4B	AESTHETIC ENHANCEMENTS



**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Combination of three storefronts at 204, 206, and 208 N. Main St to a larger Railroad museum.

**History and/or Current Status**

This project was authorized by the 4B Corporation ½ cent sales tax election in 2001. This project is an expansion of the museum that opened in 2016.

**Justification for Capital Project or Asset (please give as much detail as possible)**

The facility will house an exhibition area/gallery, research area, multi-purpose room for classes and meeting and storage for artifacts and other museum materials. The total projected cost of the project is \$635,000 and an additional \$410,000 in funding is budgeted in Fund 53 General Capital Projects Fund in FY 2019.

**Impact if Delayed or Cancelled:**

There will only be exhibition space and the display of collection artifacts will be limited.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 .
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS	\$225,000.00						\$225,000.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT							\$ 0.00 .
P/T POSITION/SUPPLIES		\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00		\$ 100,000.00 .
<b>Total Cost/Year</b>	\$ 225,000.00 .	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 0.00 .	\$ 325,000.00 .



Priority: Rank:  
DESIRABLE 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Sparks Drive connection		
<b>Responsible Department</b> 0171 Public Works	<b>Project Leader</b> Cheryl Taylor	
<b>Funding Source</b> TIF Zone #1 – Fund 11	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE	

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Connection of the east and west sides of Sparks Drive near the Brazos Power Generation plant to the Chisholm Trail Parkway requiring approximately 2,000 linear feet of concrete paving, bridge and storm sewer.

**History and/or Current Status**

The funding budgeted in FY 2019 is for the completion of an engineering design contract that had a total cost of \$454,000. Total estimated project cost is currently \$2,900,000

**Justification for Capital Project or Asset (please give as much detail as possible)**

This would provide easier access for vehicular traffic in the City's industrial area to major interstate, US and State highways located near Sparks Drive.

**Impact if Delayed or Cancelled:**

Heavy duty truck traffic will continue to use City streets to gain access major interstate, US and State highways to carry cargo loads to their final destination, causing deterioration of arterial roads within the City in future years.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS	\$242,195.00						\$ 242,195.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 242,195.00 -	\$ 0.00	\$ 0.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00	\$ 242,195.00 -



Priority: Rank:  
DESIRABLE 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Downtown sidewalks and landscape	
<b>Responsible Department</b> 0171 Public Works	<b>Project Leader</b> Cheryl Taylor
<b>Funding Source</b> TIF Zone #2 – Fund 12	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE



**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Reconstruction of sidewalks within the downtown area: Downtown Square, Henderson Street, Chambers street, and other sidewalks areas within downtown, if funding permits.

**History and/or Current Status**

In Fiscal Year 2018, the TIF Zone #2 Board amended the project plan to reallocate funding to the downtown sidewalks and landscaping project. The project is under design for up to 30 segments of sidewalk reconstruction within the downtown area.

**Justification for Capital Project or Asset (please give as much detail as possible)**

This project would provide greater walkability of the downtown area, and enhance the appearance of the downtown for economic development purposes.

**Impact if Delayed or Cancelled:**

The sidewalks would exist in their current state and walkability and appearance would be minimized.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS	\$891,456.00						\$ 891,456.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 891,456.00 -	\$ 0.00	\$ - 0.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00	\$ 891,456.00 -



Priority: Rank:  
 ESSENTIAL 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Traffic signal at the Depot		
<b>Responsible Department</b> 0171 Public Works	<b>Project Leader</b> Cheryl Taylor	
<b>Funding Source</b> A4 Corporation – Fund 17	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE	

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Installation of a traffic signal at the intersection of Nolan River Road and Cleburne Station Parkway, and restriping of the turn lane along Nolan River Road

**History and/or Current Status**

In Fiscal Year 2018, the project was awarded; the amount budgeted in FY 2019 is the amount remaining on the contract for completion..

**Justification for Capital Project or Asset (please give as much detail as possible)**

This project would provide easier access to The Depot at Cleburne Station minor league ballpark and future development in the area.

**Impact if Delayed or Cancelled:**

The easier access to the area would not occur.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>		FY 2019	FY 2020
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 .
GROUNDS IMPROVEMENTS							\$ 0.00 .
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS	\$291,472.00						\$ 291,472.00 .
WATER & SEWER PROJECTS							\$ 0.00 .
OTHER PROJECTS							\$ 0.00 .
FUTURE BUDGET IMPACT							\$ 0.00 .
ELECTRIC/REPAIRS		\$750.00	\$750.00	\$1,750.00	\$1,750.00		\$ 5,000.00 .
<b>Total Cost/Year</b>	\$ 291,472.00 .	\$ 750.00	\$ 750.00	\$ 1,750.00 .	\$ 1,750.00	\$ 0.00	\$ 296,472.00 .



Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b> Cemetery Street Improvements		
<b>Responsible Department</b> 0152 Cemetery	<b>Project Leader</b> Jeremy Hutt	
<b>Funding Source</b> General Capital Projects	<b>City Goal Impacted</b> PUBLIC INFRASTRUCTURE	

**Physical Description of the Asset and/or Project (please give as much detail as possible)**  
Rehabilitation of various streets within the cemetery using mill and overlay.

**History and/or Current Status**  
Visual inspection of the streets within the cemetery show a need for rehabilitation.

**Justification for Capital Project or Asset (please give as much detail as possible)**  
Within the cemetery, the streets are deteriorating, and are in need of rehabilitation.

**Impact if Delayed or Cancelled:**  
These streets will deteriorate and would need reconstruction or full depth reclamation in future years.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS	\$97,000.00						\$97,000.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 97,000.00 -	\$ 0.00	\$ - 0.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00	\$97,000.00 -



Priority: ESSENTIAL Rank: 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>	
Railroad Museum Improvements	
<b>Responsible Department</b>	<b>Project Leader</b>
0167 Railroad Museum	Jessica Baber
<b>Funding Source</b>	<b>City Goal Impacted</b>
General Capital Projects	AESTHETIC ENHANCEMENTS



**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Combination of three storefronts at 204, 206, and 208 N. Main St to a larger Railroad museum.

**History and/or Current Status**

This project was authorized by the 4B Corporation ½ cent sales tax election in 2001. This project is an expansion of the museum that opened in 2016.

**Justification for Capital Project or Asset (please give as much detail as possible)**

The facility will house an exhibition area/gallery, research area, multi-purpose room for classes and meeting and storage for artifacts and other museum materials. The total projected cost of the project is \$635,000 with \$410,000 also budgeted in FY 2019 in Fund 09 - 4B Corporation Fund (see that sheet for future budget impact)

**Impact if Delayed or Cancelled:**

There will only be exhibition space and the display of collection artifacts will be limited.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS	\$410,000.00						\$410,000.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS							\$ 0.00 -
OTHER PROJECTS							\$ 0.00 -
							\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 410,000.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 0.00 -	\$ 410,000.00 -



Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>													
Street Improvements													
<b>Responsible Department</b>	<b>Project Leader</b>												
0179 Streets	Jeremy Hutt												
<b>Funding Source</b>	<b>City Goal Impacted</b>												
General Capital Projects	PUBLIC INFRASTRUCTURE												
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>													
Rehabilitation of various city streets using a mill and overlay and micro-surfacing.													
<b>History and/or Current Status</b>													
In Fiscal Year 2015, a pavement management analysis report was completed that identified ratings of all City streets. This report is used to identify candidate streets for rehabilitation using the most cost effective technique.													
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>													
The roadways (a total of approximately <b>3.3</b> miles) that will be micro-surfaced include portions of Granbury Street, Boone Street, Hillsboro Street, Prairie Avenue, South Ridgeway Drive, Olive Street and South Colonial Drive. Milling and overlaying of the street surface will be the following streets: West Industrial Blvd, North Anglin Street, Prairie Street, North Ridgeway Drive, Berkley Drive, Chase Avenue, South Washington Street, South Colonial Drive, Granbury Street, Woodard Avenue, Yellow Jacket Drive.													
<b>Impact if Delayed or Cancelled:</b>													
These streets will deteriorate and would need reconstruction or full depth reclamation in future years.													
<b>Type of Project</b>	<b>Renovation</b>							<b>New</b>	<b>Replacement</b>	<b>Expansion</b>	<b>Projected Start Date</b>	<b>Projected Completion Date</b>	
	●							○	○	○			
<b>Year</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	<b>Total Cost/Project</b>						
<b>Project</b>													
EQUIPMENT							\$ 0.00 .						
GROUNDS IMPROVEMENTS							\$ 0.00 .						
BLDG IMPROVEMENTS							\$ 0.00 .						
SOFTWARE & TECHNOLOGY							\$ 0.00 .						
STREET PROJECTS	\$4,250,000	\$1,000,000	\$500,000	\$500,000	\$500,000		\$6,750,000 .						
WATER & SEWER PROJECTS							\$ 0.00 .						
OTHER PROJECTS							\$ 0.00 .						
FUTURE BUDGET IMPACT							\$ 0.00 .						
REDUCED PATCHING COST		-\$25,000	-\$20,000	-\$20,000	-\$20,000		\$ -85,000.00 .						
<b>Total Cost/Year</b>	\$ 4,250,000 .	\$975,000	\$480,000 .	\$480,000 .	\$ 480,000 .	\$ 0.00	\$6,665,000 .						



Priority: Rank:  
 ESSENTIAL 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>		
North Main Street (SH 174) Sanitary sewer interceptor		
<b>Responsible Department</b>	<b>Project Leader</b>	
6096 Wastewater Collection	Cheryl Taylor	
<b>Funding Source</b>	<b>City Goal Impacted</b>	
2015 Water/Wastewater Bonds – Fund 76	PUBLIC INFRASTRUCTURE	

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Installation of approx. 27,000 LF (5.06 miles) of 8” – 24” sanitary sewer lines between US 67 and Lane Prairie Road

**History and/or Current Status**

In Fiscal Year 2018, the project was awarded; the amount budgeted in FY 2019 is the amount remaining on the contract for completion...

**Justification for Capital Project or Asset (please give as much detail as possible)**

This project would extend sewer service to the northern city limits, opening undeveloped land for development. Future budget impact is estimated to be zero; revenue from new customers will offset operating expense in the next five years.

**Impact if Delayed or Cancelled:**

If this project was not occurring, the City would be waiting for development to occur and the lines would be installed over the years by developers. There is the possibility that due to development costs, the land would stay undeveloped.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS	\$418,925.00						\$418,925.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 418,925.00 -	\$ 0.00	\$ - 0.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00	\$ 418,925.00 -



Priority: ESSENTIAL Rank: 1

## City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>		
South Main Street (SH 174) Sanitary sewer interceptor		
<b>Responsible Department</b>	<b>Project Leader</b>	
6096 Wastewater Collection	Cheryl Taylor	
<b>Funding Source</b>	<b>City Goal Impacted</b>	
2015 Water/Wastewater Bonds – Fund 76	PUBLIC INFRASTRUCTURE	

**Physical Description of the Asset and/or Project (please give as much detail as possible)**

Installation of 4,100 LF 8" sanitary sewer along both sides of SH174

**History and/or Current Status**

In Fiscal Year 2018, the project was awarded; the amount budgeted in FY 2019 is the amount remaining on the contract for completion...

**Justification for Capital Project or Asset (please give as much detail as possible)**

This project would extend sewer service to existing City water customers that are currently unserved. Future budget impact is estimated to be zero, as revenue from new customers will offset operating expense in the next five years.

**Impact if Delayed or Cancelled:**

If this project were not occurring, the water customers in that area would continue to be on septic systems.

Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>		FY 2019	FY 2020
<b>Project</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FUTURE</b>	
EQUIPMENT							\$ 0.00 -
GROUNDS IMPROVEMENTS							\$ 0.00 -
BLDG IMPROVEMENTS							\$ 0.00 -
SOFTWARE & TECHNOLOGY							\$ 0.00 -
STREET PROJECTS							\$ 0.00 -
WATER & SEWER PROJECTS	\$170,452.00						\$170,452.00 -
OTHER PROJECTS							\$ 0.00 -
FUTURE BUDGET IMPACT		\$0.00	\$0.00	\$0.00	\$0.00		\$ 0.00 -
							\$ 0.00 -
<b>Total Cost/Year</b>	\$ 170,452.00 -	\$ 0.00	\$- 0.00	\$ 0.00 -	\$ 0.00 -	\$ 0.00	\$170,452.00 -



Priority: ESSENTIAL Rank: 1

### City of Cleburne- Capital Asset/Project Request for Budget Fiscal Year 2019

<b>Capital Asset or Project Name</b>							
West loop reuse line							
<b>Responsible Department</b>	<b>Project Leader</b>						
6097 Wastewater Treatment	Jeremy Hutt						
<b>Funding Source</b>	<b>City Goal Impacted</b>						
2015 Water/Wastewater Bonds – Fund 76	PUBLIC INFRASTRUCTURE						
<b>Physical Description of the Asset and/or Project (please give as much detail as possible)</b>							
Phase 1 of a pipeline and pump station to supply reuse water for treated water needs.							
<b>History and/or Current Status</b>							
In Fiscal Year 2018, an external engineering firm completed a water supply plan update. Through their analysis, it was determined that the construction of a water reuse line would be the least expensive source for raw water that at full buildout of both phases could supply up to 6MDG of additional raw water supply.							
<b>Justification for Capital Project or Asset (please give as much detail as possible)</b>							
This project would along with the future expansion of the treatment capacity this project will help facilitate future water reuse for water supply; project is planned for construction in five years, cost is undetermined							
<b>Impact if Delayed or Cancelled:</b>							
If this project were not in design development stage, the City would need to begin to seek other more expensive raw water supplies to meet future demand for water due to development.							
Type of Project	Renovation	New	Replacement	Expansion	Projected Start Date	Projected Completion Date	
	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>			
Year	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FUTURE	Total Cost/ Project
<b>Project</b>							
EQUIPMENT							\$ 0.00 .
GROUNDS IMPROVEMENTS							\$ 0.00.
BLDG IMPROVEMENTS							\$ 0.00 .
SOFTWARE & TECHNOLOGY							\$ 0.00 .
STREET PROJECTS							\$ 0.00.
WATER & SEWER PROJECTS	\$521,482.00			\$5,500,000.00			\$6,021,482.00 .
OTHER PROJECTS							\$ 0.00 .
							\$ 0.00 .
							\$ 0.00 .
<b>Total Cost/Year</b>	\$ 521,482.00.	\$ 0.00	\$- 0.00	\$ 5,500,00.00	\$ 0.00 .	\$ 0.00	\$6,021,482.00.

# Supplemental & Statistical Section



Overlapping Debt - FY 2019			
Entity	Total General Obligation Debt	Percentage Applicable to City of Cleburne	Amount Applicable to City of Cleburne
City of Cleburne	\$ 10,038,413	100.00%	\$10,038,413
Cleburne ISD	\$ 104,795,897	79.09%	\$82,883,075
Johnson County	\$ 4,892,430	18.10%	\$885,530
Total overlapping debt			\$93,807,018

Ratio of direct and overlapping debt to assessed valuation 5.40%  
 Per capita overlapping general obligation debt \$3,103

Debt History					
Fiscal Year	Estimated Population	Taxable Assessed Valuation per capita	Ratio of General Obligation debt to taxable assessed valuation	General Obligation debt per capita	Average residential home value
2013	30,272	\$56,994	1.28%	\$731	\$81,413
2014	29,747	\$55,888	1.22%	\$683	\$80,493
2015	29,848	\$55,169	0.98%	\$541	\$89,490
2016	29,474	\$58,192	0.83%	\$480	\$92,636
2017	29,887	\$56,962	0.85%	\$484	\$95,203
2018	30,223	\$56,329	0.72%	\$407	\$105,739
2019	30,230	\$57,485	0.58%	\$332	\$111,039

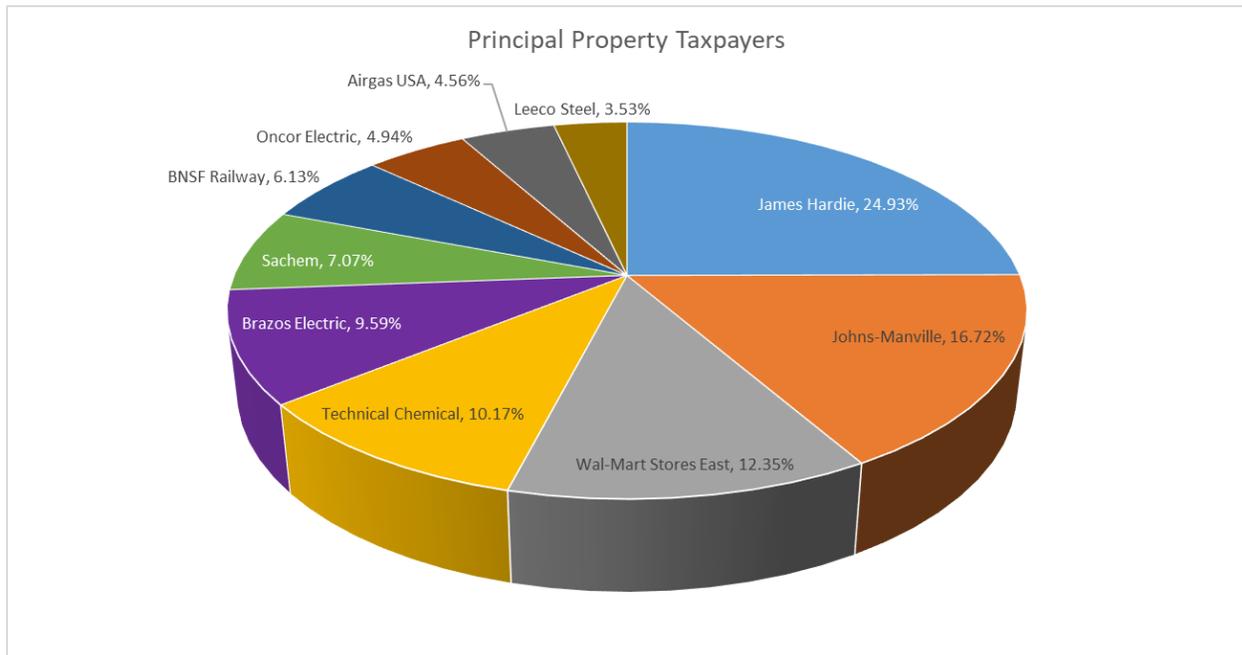
# Top 10 Property Taxpayers

Current Year and Ten Years Ago

## Fiscal Year 2018

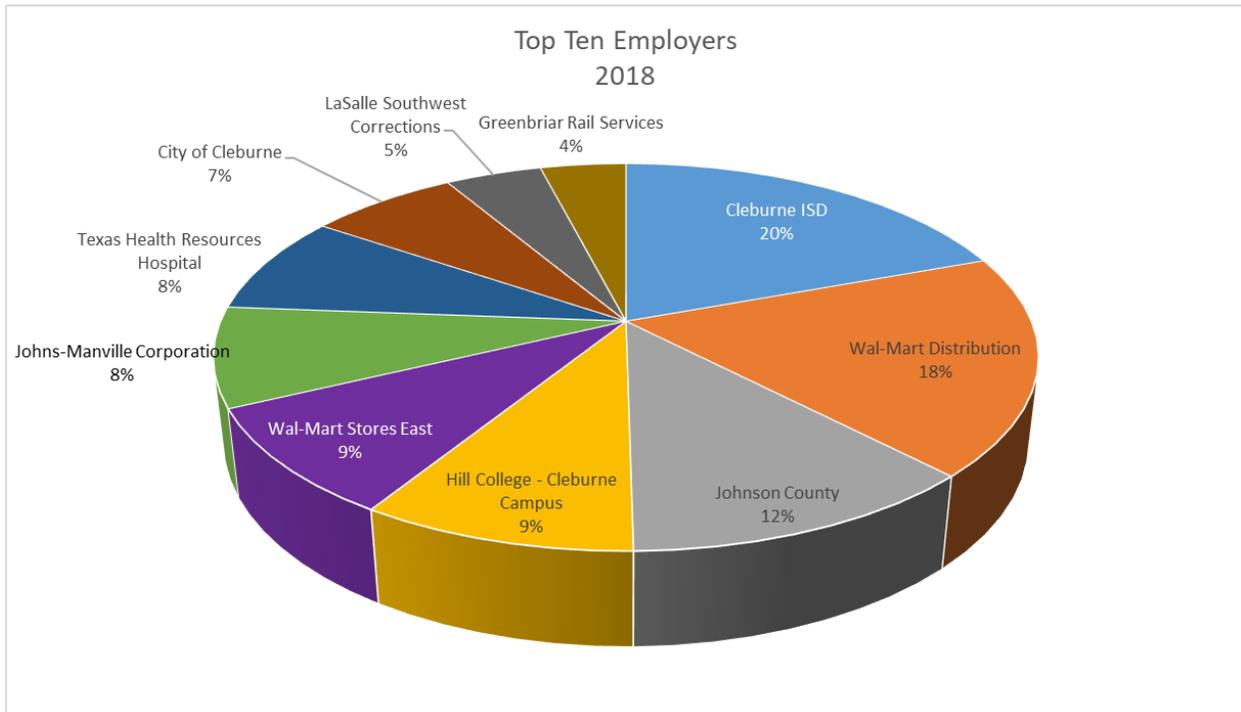
## Fiscal Year 2009

Taxpayer	Assessed Valuation	% of Total	Taxpayer	Assessed Valuation	% of Total
James Hardie Building Products	\$ 87,933,191	24.93%	Chesapeake Operating	\$ 105,726,446	17.74%
Johns-Manville Corporation	58,981,162	16.72%	Wal-Mart Stores East LP	83,909,975	14.08%
Wal-Mart Stores East LP	43,558,719	12.35%	Brazos Electric	85,498,921	14.34%
Technical Chemical Company	35,859,784	10.17%	James Hardie Building Products	81,573,650	13.68%
Brazos Electric	33,807,106	9.59%	Johns-Manville Corporation	77,583,640	13.01%
Sachem Inc	24,934,642	7.07%	Well Service Division	62,053,000	10.41%
BNSF Railway Co.	21,623,742	6.13%	Pumpco Services	34,836,440	5.84%
Oncor Electric Delivery	17,428,055	4.94%	Key Energy Services	26,184,410	4.39%
AirGas USA, LLC	16,088,311	4.56%	Air Liquide Industrial	19,623,970	3.29%
Leeco Steel	12,464,620	3.53%	Sachem Inc	19,146,670	3.21%
	<u>\$ 352,679,332</u>	<u>100.00%</u>		<u>\$ 596,137,122</u>	<u>100.00%</u>



## Top 10 Employers

2018		2009	
Employer	Employees	Employer	Employees
Cleburne Independent School District	968	Cleburne Independent School District	1,119
Wal-Mart Distribution	916	Wal-Mart Distribution	883
Johnson County	598	Wal-Mart Stores East	585
Hill College-Cleburne Campus	455	Johnson County	582
Wal-Mart Stores East	450	Texas Health Resources	390
Johns-Manville Corporation	415	City of Cleburne	340
Texas Health Resources Hospital	413	Johns-Manville Corporation	340
City of Cleburne	348	Schlumberger	300
LaSalle Southwest Corrections	225	Greenbriar Rail Services	275
Greenbriar Rail Services	200	Key Energy Services	250
<b>Total</b>	<b>4,988</b>	<b>Total</b>	<b>5,064</b>



# Salary Schedules



CITY OF CLEBURNE PAY PLAN

ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS

POSITION/TITLE	PAY GRADE	MIN	MAX	HOURLY MIN
BUS DRIVER	10	26,541	37,523	12.76
CLERK	10	26,541	37,523	12.76
ASSISTANT PRO SHOP	11	27,893	39,416	13.41
CLERK	11	27,893	39,416	13.41
CLERK - DISPATCHER	11	27,893	39,416	13.41
CUSTODIAN	11	27,893	39,416	13.41
MAINTENANCE WORKER	11	27,893	39,416	13.41
MUSEUM ASSISTANT	11	27,893	39,416	13.41
OPERATOR-NON CERTIFIED	11	27,893	39,416	13.41
SENIOR RECORDS CLERK	11	27,893	39,416	13.41
DEPUTY MUNICIPAL COURT CLERK	12	29,286	41,413	14.08
IRRIGATION TECHNICIAN	12	29,286	41,413	14.08
LIBRARY ASSISTANT	12	29,286	41,413	14.08
RIGHT OF WAY TECHNICIAN	12	29,286	41,413	14.08
SECRETARY - CID	12	29,286	41,413	14.08
SIGN TECHNICIAN	12	29,286	41,413	14.08
TECHNICIAN - METER SERVICE	12	29,286	41,413	14.08
ANIMAL SERVICES OFFICER	13	30,784	43,514	14.80
CASE WORKER	13	30,784	43,514	14.80
HEAVY EQUIPMENT OPERATOR	13	30,784	43,514	14.80
LEAD LANDFILL OPERATOR	13	30,784	43,514	14.80
MUSEUM EDUCATOR	13	30,784	43,514	14.80
SANITATION CLERK	13	30,784	43,514	14.80
SANITATION ROUTE OPERATOR	13	30,784	43,514	14.80
ADMINISTRATIVE CLERK	14	32,344	45,718	15.55
ANIMAL SERVICES COORDINATOR	14	32,344	45,718	15.55
CUSTOMER SERVICE REP	14	32,344	45,718	15.55
DEPUTY MUNICIPAL COURT CLERK/ JUVENILE CASE MANAGER	14	32,344	45,718	15.55
LEGAL SECRETARY	14	32,344	45,718	15.55
PERMITTING TECH	14	32,344	45,718	15.55
RECORDS COORDINATOR	14	32,344	45,718	15.55
SENIOR CLERK	14	32,344	45,718	15.55

CITY OF CLEBURNE PAY PLAN

ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS

POSITION/TITLE	PAY GRADE	MIN	MAX	HOURLY MIN
BUILDING MAINTENANCE TECH	15	33,987	48,027	16.34
CREW LEADER	15	33,987	48,027	16.34
MAINTENANCE COORDINATOR	15	33,987	48,027	16.34
MAINTENANCE TECHNICIAN	15	33,987	48,027	16.34
OPERATOR - CERTIFIED	15	33,987	48,027	16.34
SECRETARY	15	33,987	48,027	16.34
TELECOMMUNICATOR	15	33,987	48,027	16.34
AUTO MECHANIC	16	35,714	50,461	17.17
ASSISTANT SUPERVISOR	17	37,523	53,019	18.04
BUILDING MAINTENANCE TECH	17	37,523	53,019	18.04
EXECUTIVE SECRETARY	17	37,523	53,019	18.04
FOREMAN	17	37,523	53,019	18.04
MAINTENANCE TECHNICIAN	17	37,523	53,019	18.04
SENIOR SECRETARY	17	37,523	53,019	18.04
BUILDING MAINTENANCE SUPERVISOR	17	37,523	53,019	18.04
TRANSPORTATION SUPERVISOR	17	37,523	53,019	18.04
CRIME SCENE TECHNICIAN	18	39,416	55,702	18.95
ENGINEER TECH GIS	18	39,416	55,702	18.95
ACCOUNTING TECHNICIAN	19	41,413	58,531	19.91
CODE ENFORCEMENT OFFICER	19	41,413	58,531	19.91
ENVIRONMENTAL SPECIALIST	19	41,413	58,531	19.91
HUMAN RESOURCES ANALYST	19	41,413	58,531	19.91
ANIMAL SERVICES MANAGER	20	43,513	61,485	20.92
ASSOCIATE LIBRARIAN	20	43,513	61,485	20.92
DEPUTY CITY SECRETARY	20	43,513	61,485	20.92
INSPECTOR - BUILDING	20	43,513	61,485	20.92
INSPECTOR - CONSTRUCTION	20	43,513	61,485	20.92
INSPECTOR - HEALTH	20	43,513	61,485	20.92
INSPECTOR - RENTAL PROPERTY	20	43,513	61,485	20.92
MANAGER - RECREATION	20	43,513	61,485	20.92
SUPERVISOR - FLEET MAINTENANCE	20	43,513	61,485	20.92
SUPERVISOR - MUNICIPAL COURT	20	43,513	61,485	20.92
SUPERVISOR - WATER DISTRIBUTION	20	43,513	61,485	20.92
SUPERVISOR - WASTE WATER COLLECTION	20	43,513	61,485	20.92
SUPPORT SERVICES MANAGER	20	43,513	61,485	20.92

CITY OF CLEBURNE PAY PLAN

ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS

POSITION/TITLE	PAY GRADE	MIN	MAX	HOURLY MIN
CRIME ANALYST	21	45,718	64,605	21.98
MANAGER - GOLF	21	45,718	64,605	21.98
ACCOUNTANT	22	48,027	67,891	23.09
FIRE INSPECTOR	22	48,027	67,891	23.09
MANAGER - UTILITY BILLING	22	48,027	67,891	23.09
MUSEUM CURATOR	22	48,027	67,891	23.09
IT SUPPORT ANALYST	22	48,027	67,891	23.09
PURCHASING AGENT	22	48,027	67,891	23.09
COMMUNICATIONS MANAGER	23	50,461	71,344	24.26
PLANNER 1	23	50,461	71,344	24.26
SUPERVISOR - PLANT	23	50,461	71,344	24.26
OPERATIONS MANAGER	24	53,019	74,963	25.49
RISK MANAGER	24	53,019	74,963	25.49
SR ASST TO THE CITY MANAGER	24	53,019	74,963	25.49
CHIEF HEALTH INSPECTOR	25	55,702	78,479	26.78
ENTERPRISE SYSTEMS MANAGER - INFORMATION TECHNOLOGY	25	55,702	78,479	26.78
MANAGER - HOUSING	25	55,702	78,479	26.78
SUPERINTENDENT - GOLF	25	55,702	78,479	26.78
ECONOMIC DEVELOPMENT MANAGER	26	58,531	82,742	28.14
ENVIRONMENTAL COORDINATOR	26	58,531	82,742	28.14
GRADUATE ENGINEER	26	58,531	82,742	28.14
MANAGER - AIRPORT	26	58,531	82,742	28.14
SENIOR GIS COORDINATOR	26	58,531	82,742	28.14
SUPERINTENDENT - SANITATION	26	58,531	82,742	28.14
SUPERINTENDENT - WATER/WASTEWATER	26	58,531	82,742	28.14
BUDGET ANALYST/FINANCIAL ACCOUNTANT	27	61,485	86,923	29.56
CHIEF BUILDING OFFICIAL	28	64,605	91,312	31.06
ASSISTANT DIRECTOR OF FINANCE/CHIEF ACCOUNTANT	31	74,963	105,872	36.04
MUNICIPAL JUDGE	N/A	N/A	N/A	N/A
CITY ENGINEER	N/A	N/A	N/A	N/A

**CITY OF CLEBURNE PAY PLAN**

**ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS**

<b>POSITION/TITLE</b>	<b>PAY GRADE</b>	<b>MIN</b>	<b>MAX</b>	<b>HOURLY MIN</b>
<b>DIRECTORS NOT ON A PAY SCALE</b>				
CITY SECRETARY/RECORDS MANAGER	N/A	N/A	N/A	N/A
DIRECTOR OF COMMUNITY DEVELOPMENT	N/A	N/A	N/A	N/A
DIRECTOR OF ENGINEERING SERVICES	N/A	N/A	N/A	N/A
DIRECTOR OF FINANCE	N/A	N/A	N/A	N/A
DIRECTOR OF HUMAN RESOURCES	N/A	N/A	N/A	N/A
DIRECTOR OF INFORMATION TECHNOLOGY	N/A	N/A	N/A	N/A
DIRECTOR OF LIBRARY SERVICES	N/A	N/A	N/A	N/A
DIRECTOR OF PARKS AND RECREATION	N/A	N/A	N/A	N/A
DIRECTOR OF PUBLIC WORKS	N/A	N/A	N/A	N/A
FIRE CHIEF	N/A	N/A	N/A	N/A
POLICE CHIEF	N/A	N/A	N/A	N/A
DEPUTY CITY MANAGER	N/A	N/A	N/A	N/A
CITY MANAGER	N/A	N/A	N/A	N/A

\*ALL ANNUAL WAGES ARE ROUNDED TO THE NEAREST DOLLAR

City of Cleburne Salary and Wage Schedule Civil Service Positions FY 2019

Police Dept Job Titles	Pay Basis	1	2	3	4	5	6	7
<b>Officer</b>	<b>H</b>	<b>24.35</b>	<b>25.48</b>	<b>26.12</b>	<b>28.20</b>	<b>28.76</b>	<b>29.34</b>	<b>29.93</b>
<b>2080 HRS</b>	<b>A</b>	50,648.00	52,998.40	54,329.60	58,656.00	59,820.80	61,027.20	62,254.40
<b>Corporal</b>	<b>H</b>	<b>31.13</b>	<b>31.91</b>	<b>32.76</b>	<b>34.12</b>			
<b>2080 HRS</b>	<b>A</b>	64,750.40	66,372.80	68,140.80	70,969.60			
<b>Sergeant</b>	<b>H</b>	<b>34.25</b>	<b>35.11</b>	<b>35.99</b>	<b>36.89</b>	<b>38.00</b>		
<b>2080 HRS</b>	<b>A</b>	71,240.00	73,028.80	74,859.20	76,731.20	79,040.00		
<b>Lieutenant</b>	<b>H</b>	<b>39.54</b>	<b>40.73</b>	<b>41.96</b>	<b>43.21</b>	<b>44.95</b>		
<b>2080 HRS</b>	<b>A</b>	82,243.20	84,718.40	87,276.80	89,876.80	93,496.00		
<b>Assistant Chief</b>	<b>H</b>	<b>45.97</b>	<b>47.29</b>	<b>48.61</b>	<b>49.93</b>	<b>51.27</b>		
<b>2080 HRS</b>	<b>A</b>	95,617.60	98,363.20	101,108.80	103,854.40	106,641.60		

Fire Dept. Job Titles	Pay Basis	1	2	3	4	5	6	7
<b>2920 HRS</b>	<b>H</b>	<b>16.99</b>	<b>17.93</b>	<b>18.38</b>	<b>19.84</b>	<b>20.23</b>	<b>20.63</b>	<b>21.04</b>
<b>2080 HRS</b>	<b>H</b>	<b>23.85</b>	<b>25.17</b>	<b>25.80</b>	<b>27.85</b>	<b>28.40</b>	<b>28.96</b>	<b>29.54</b>
<b>Firefighter</b>	<b>A</b>	49,610.80	52,355.60	53,669.60	57,932.80	59,071.60	60,239.60	61,436.80
<b>2920 HRS</b>	<b>H</b>	<b>21.56</b>	<b>22.11</b>	<b>22.66</b>	<b>23.23</b>	<b>23.82</b>		
<b>2080 HRS</b>	<b>H</b>	<b>30.27</b>	<b>31.04</b>	<b>31.81</b>	<b>32.61</b>	<b>33.44</b>		
<b>Engineer</b>	<b>A</b>	62,955.20	64,561.20	66,167.20	67,831.60	69,554.40		
<b>2920 HRS</b>	<b>H</b>	<b>24.40</b>	<b>25.02</b>	<b>25.64</b>	<b>26.28</b>	<b>27.08</b>		
<b>2080 HRS</b>	<b>H</b>	<b>34.25</b>	<b>35.12</b>	<b>35.99</b>	<b>36.89</b>	<b>38.02</b>		
<b>Lieutenant</b>	<b>A</b>	71,248.00	73,058.40	74,868.80	76,737.60	79,073.60		
<b>2920 HRS</b>	<b>H</b>	<b>28.66</b>	<b>29.52</b>	<b>30.41</b>	<b>31.32</b>	<b>32.26</b>		
<b>2080 HRS</b>	<b>H</b>	<b>40.23</b>	<b>41.44</b>	<b>42.69</b>	<b>43.97</b>	<b>45.29</b>		
<b>Battalion Chief</b>								
<b>Fire Marshall</b>	<b>A</b>	83,687.20	86,198.40	88,797.20	91,454.40	94,199.20		
<b>2080 HRS</b>	<b>H</b>	<b>46.41</b>	<b>47.57</b>	<b>48.76</b>	<b>49.97</b>	<b>51.28</b>		
<b>Asst Fire Chief</b>	<b>A</b>	96,532.80	98,945.60	101,420.80	103,937.60	106,662.40		

# Expenditure Classification Codes



# CITY OF CLEBURNE

## Expenditure Classification Codes 2018

ACCT CODE	ACCOUNT NAME	DESCRIPTION
<b>81</b>	<b>SALARIES AND WAGES</b>	<b>Salary compensation to employees.</b>
8110	Personnel	Compensation to full and part-time employees for regular working hours.
8130	Overtime	Compensation to employees for hours worked over 40 per week
8140	Temporary Contractual Wages	Compensation to temporary employees for regular working hours.
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.
<b>82</b>	<b>BENEFITS</b>	<b>Benefit programs received by regular, full time employees.</b>
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 paid to TMRS for all employees except Firefighters. Retirement benefits for Firefighters are paid to Fireman's Relief and Retirement.
8240	Health/Life Insurance	On the 1 <sup>st</sup> 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 1 <sup>st</sup> 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.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
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.
<b>83</b>	<b>SUPPLIES AND MATERIALS</b>	<b>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.</b>
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 with a cost of less than \$5,000
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.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
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).
<b>84</b>	<b>MAINTENANCE &amp; REPAIR OF LAND, STRUCTURES, STREETS, AND INFRASTRUCTURE</b>	<b>Materials and Contractual Services for the maintenance and repair of grounds, structures, streets and infrastructures.</b>
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.
<b>85</b>	<b>MAINTENANCE &amp; REPAIR OF EQUIPMENT</b>	<b>Materials, small tools and contracted services for the maintenance and repair of equipment.</b>
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.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
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.
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.
<b>86</b>	<b>CONTRACTUAL AND MISCELLANEOUS SERVICES</b>	<b>Individuals or Companies contracted for a specific service for the City.</b>
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.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
8664	Professional Services	Contractual services with individuals or companies for general professional services.
8670	Vehicle Use Fee	Used to fund the Leased Equipment Fund.
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.
<b>87</b>	<b>MISCELLANEOUS AND SUNDRY CHARGES</b>	<b>Non-operating expenditures.</b>
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.
<b>88</b>	<b>CAPITAL OUTLAY – LAND AND STRUCTURES</b>	<b>Cost, freight, installation and acquisition of land and structural properties.</b>
8810	Capital-Land	Capital outlay expenditures on land.
8820	Capital-Structures	Capital outlay expenditures on buildings and other structures.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
8830	Capital-Sanitary Sewer Systems	Capital outlay expenditures on the sanitary sewer systems.
8840	Capital-Drainage Systems	Capital outlay expenditures on the drainage systems.
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)
<b>89</b>	<b>CAPITAL OUTLAY – EQUIPMENT</b>	<b>All expenditures to cover original cost, freight and installation of equipment. (Must have value of \$5,000 and more and have a useful life greater than 3 years). Also included are library books and museum artifacts.</b>
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.

# Fee Schedules



**CITY OF CLEBURNE FEE SCHEDULE**

**FEE NAME**

**TRANSFER STATION**

1. Dumping Services		Residents		Non-Residents
A. Standard Trucks (Up to 800 lbs)	\$		15.00	\$ 20.00
B. Trailers		\$42.78 per ton		\$56.02 per ton
\$10 minimum trailer loads for City residents; \$20 minimum trailer load for non-residents				
2. Tire Disposal				
A. Passenger Vehicle Tires	\$		3.00	
B. Semi Tires	\$		15.00	
C. Tractor Tires	\$		40.00	
3. Residential Trash Pickup		\$16.00 per month		
A. Additional Cart		\$60.00 one-time fee		

4. Commercial Trash Pickup	Pickups per		Monthly Charge
	week	Container Size (Yards)	
	1	2	\$ 91.04
	1	4	\$ 132.58
	1	6	\$ 177.58
	1	8	\$ 214.86
	2	2	\$ 151.00
	2	4	\$ 242.99
	2	6	\$ 289.48
	2	8	\$ 350.02
	3	2	\$ 210.71
	3	4	\$ 304.23
	3	6	\$ 401.47
	3	8	\$ 477.15
	4	2	\$ 270.65
	4	4	\$ 391.10
	4	6	\$ 515.33
	4	8	\$ 616.05
	5	2	\$ 330.58
	5	4	\$ 475.91
	5	6	\$ 625.68
	5	8	\$ 749.32
	6	2	\$ 388.77
	6	4	\$ 563.77
	6	6	\$ 754.96
	6	8	\$ 936.05
5. Commercial Trash - Extra Pickups		2	\$ 40.45
		4	\$ 55.25
		6	\$ 72.11
		8	\$ 91.32
6. Roll-Off Service			
A. Initial Set Fee (any size Container)			\$ 137.50
B. Daily Rental Fee (any size Container)			\$ 4.88
C. 20 Cubic Yard Container (per load)			\$ 281.11
D. 30 Cubic Yard Container (per load)			\$ 378.88
E. 40 Cubic Yard Container (per load)			\$ 472.58

**ANIMAL CONTROL**

1. Offense Fees (Impoundment)		Altered		Unaltered
A. First Offense	\$		25.00	\$ 50.00
B. Second Offense	\$		50.00	\$ 75.00
C. Third Offense	\$		75.00	\$ 100.00
2. Adoption Fee	\$		75.00	
3. Rabies Vaccination		Set by DVM agreement		
4. Animal Establishment Permit	\$		100.00	
5. Microchip Fitting	\$		15.00	
6. Multi-Pet Application Fee	\$		5.00	
7. Boarding Fee		\$10.00 per day		

**HEALTH PERMITS**

1. Bakeries (stand alone)	\$	125.00
2. Bed-N-Breakfast	\$	125.00
3. Catering Kitchens	\$	125.00
4. Church Kitchens (if selling food for public events)	\$	125.00

**CITY OF CLEBURNE FEE SCHEDULE**

5. Concession Stands	\$	125.00
6. Convenience Stores	\$	125.00
7. Convenience Stores (with Deli or Grill)	\$	200.00
8. Convenience Stores (separate leased Deli or Grill)	\$	125.00
9. Day Care Centers (food areas ad environmental health inspection for entire facility)	\$	150.00
10. Farmers / Flea Markets (commercial vendors)	\$35 per booth	
11. Foster Homes	\$	50.00
12. Grocery Stores -Large Dry Goods (25% -100% grocery area)	\$	200.00
13. Grocery Stores -Small Dry Goods (Less than 25% grocery area)	\$	150.00
A. Deli in grocery store	\$	125.00
B. Meat market in grocery store	\$	125.00
C. Bakery in grocery store	\$	125.00
14. Hospital (food area only)	\$	200.00
15. Hotel Motel with food area (percentage of rooms inspected)	\$	225.00
16. Hotel Motel without food area (percentage of rooms inspected)	\$	100.00
17. Mobile Vendors		
A. Hot Trucks	\$	200.00
B. Cold Trucks	\$	150.00
C. Ice Cream Push Carts	\$	125.00
D. Sno Cone Stands	\$	125.00
E. Temporary Event	\$	35.00
18. Nursing Homes (Food area only)	\$	150.00
19. Public Pools (Apartments / Hotel/ Motel/ Municipal & Fitness Centers)		
A. Pools	\$	100.00
B. Spas	\$	50.00
20. Plan Reviews (new construction)	\$	25.00
21. Restaurants		
A. Up to 2500 sf	\$	125.00
B. 2501 - 5000 sf	\$	200.00
C. Over 5000 sf	\$	250.00
22. Schools (Food areas and environmental health inspection for entire facility)		
A. Up to 2500 sf	\$	125.00
B. 2501 - 5000 sf	\$	200.00
C. Over 5000 sf	\$	250.00
23. Temporary Event Food Vendors (3-5 days only)		
A. Commercial Vendors	\$	35.00
B. Non-Profit Vendors	\$	10.00
C. Community Events	\$	35.00

**POLICE**

1. Accident Report	\$	6.00
2. Peddler Permit		
A. 90 Days	\$	35.00
B. 6 Months	\$	70.00
C. 1 Year	\$	100.00
3. Body Cam Video	\$	10.00
4. In-Car Video	\$	3.00
5. Paper Copies	\$0.10 per page after 50 pages	
6. Finger Print Card	\$	5.00
7. Alarm Permit		
A. Residential	\$	5.00
B. Commercial	\$	10.00

**SWIMMING POOL**

1. Annual Pass		
A. Individual	\$	125.00

**CITY OF CLEBURNE FEE SCHEDULE**

B. Family	\$	350.00
Season Pass (Memorial Day through Labor Day)		
A. Individual	\$	75.00
B. Family	\$	225.00
General Admission		
A. Summer - Per person ages 3 and up	\$	6.00
B. Summer - Per person ages 2 and under	FREE	
C. Winter - Per person ages 3 and up	\$	3.00
D. Winter - Per person ages 2 and under	FREE	
Fit Swim Punch Card		
A. 5 Visits	\$	15.00
B. 10 Visits	\$	25.00
C. 30 Visits	\$	60.00
Group Admission (25+)	\$5.00 per person, per day	
Day Care Rate	\$4.00 per person, per day	
Park Rental (private party-exclusive use of facility)		
A. Initial 2 Hours	\$	1,000.00
B. Each Additional Hour	\$	400.00
Air Dome Rental (private party-exclusive use of facility)		
A. Initial 2 Hours	\$	250.00
B. Each Additional Hour	\$	125.00
Birthday Parties (or other private function - non-exclusive use of facility)		
A. Initial 2 Hours - Winter	\$50.00 + \$3 per person	
B. Initial 2 Hours - Summer	\$50.00 + \$6 per person	
C. Each Additional Hour	\$	25.00

**WATER/SEWER**

1. Repairs to Damaged Water/Sewer Lines		
A. Materials	Purchase Price	
B. Man Hours	\$25.00 per hour	
C. Equipment	\$50.00 per hour	

**AMBULANCE**

1. BLS Non-Emergency Transport	\$	850.00
2. BLS Emergency Transport	\$	1,100.00
3. BLS Oxygen Therapy	\$	50.00
4. BLS Medical Supply Disposal	\$	75.00
5. ALS Non-Emergency Transport	\$	1,000.00
6. ALS1 Emergency Transport	\$	1,500.00
7. ALS2 Emergency Transport	\$	1,950.00
8. ALS Oxygen Therapy	\$	50.00
9. ALS Medical Supply Disposal	\$	175.00
10. Loaded Mileage Fee	\$25.00 per mile	
11. Critical Care Emergency Transport	\$	5,500.00
A. Loaded Mileage Fee	\$50.00 per mile	
12. Standby Requests	\$	100.00
13. Medical Examiner Requested Transport	\$	200.00

**LIBRARY**

1. Overdue Library Materials/Print and Audio	\$0.20 per day	
2. Overdue Videos/DVDs	\$1.00 per day	
3. Overdue Interlibrary Loan	\$0.50 per day	
4. Additional Interlibrary Loan	\$2.00 each	
5. Non-Resident Card	\$	2.00
6. Color Copies		
A. 8 x 11	\$	0.25
B. 11 x 17	\$	0.50
7. Black and White Copies	\$	0.10
8. Scanning	\$0.25 per page	
9. Microfilm Copies	\$	0.10
10. Laminating	\$1.50 per foot	

**CITY OF CLEBURNE FEE SCHEDULE**

**PLANNING AND ZONING**

1. Rezone Application	\$	150.00
2. ZBA Application	\$	400.00
3. Preliminary Plat Application	\$	250.00
Plus the following:	Fee Per Acre:	
A. 5 or Less Acres	\$	5.00
B. 6 - 10 Acres	\$	4.00
C. 11 - 50 Acres	\$	3.60
D. 51 - 150 Acres	\$	2.90
E. 151 or More Acres	\$	2.30
4. Final Plat Application	\$	250.00
Plus the following:	Fee Per Lot:	
A. 10 or Less Lots	\$	3.50
B. 11 - 50 Lots	\$	2.80
C. 51 - 150 Lots	\$	2.25
D. 151 - 500 Lots	\$	1.80
E. 501 or More Lots	\$	1.45
5. Replat Application	\$250.00 + \$10.00 per lot	
6. Minor Plat	\$	250.00
7. Application for change in the Master Thoroughfare Plan	\$	150.00

**ENGINEERING**

1. Community Development	3% of total cost of improvement	
2. Right of Way Permit		
A. In and Under Unpaved Streets	\$	3.00
B. In and Under Paved Streets	\$	5.00
3. Sidewalk, Curb, Gutter, Driveway Repairs	\$	15.00
4. Floodplain Development Permit	\$	15.00

**CONFERENCE CENTER**

1. Room Rates

Room	Rates		Deposit		Cleaning Service
	1/2 Day	Full Day	1/2 Day	Full Day	(Optional)
Brazos Exhibit Hall	\$ 480.00	\$ 840.00	\$ 480.00	\$ 840.00	\$ 600.00
Texas Cross Timbers	\$ 330.00	\$ 660.00	\$ 330.00	\$ 660.00	\$ 500.00
Cross Timbers	\$ 180.00	\$ 360.00	\$ 180.00	\$ 360.00	\$ 300.00
Cross Timbers Branch	\$ 150.00	\$ 300.00	\$ 150.00	\$ 300.00	\$ 200.00
Yellow Jacket	\$ 120.00	\$ 240.00	\$ 120.00	\$ 240.00	\$ 100.00
Camp Henderson	\$ 120.00	\$ 240.00	\$ 120.00	\$ 240.00	\$ 100.00
Chisholm Trail Board Room	\$ 60.00	\$ 120.00	\$ 60.00	\$ 120.00	\$ 50.00
General Pat Cleburne	\$ 42.00	\$ 78.00	\$ 42.00	\$ 78.00	\$ 50.00
Bluebonnet	\$ 42.00	\$ 42.00	\$ 42.00	\$ 80.00	\$ 50.00
K-1	\$ 100.00	\$ 200.00	\$ 100.00	\$ 200.00	\$ 150.00
K-2	\$ 100.00	\$ 200.00	\$ 100.00	\$ 200.00	\$ 150.00
K-3	\$ 75.00	\$ 150.00	\$ 75.00	\$ 150.00	\$ 100.00
Santa Fe Lobby	\$ 600.00	\$ 1,200.00	\$ 600.00	\$ 1,200.00	\$ 500.00
Performing Arts Center	\$ 240.00	\$ 480.00	\$ 600.00	\$ 600.00	\$ 400.00
Entire Facility	\$ 1,320.00	\$ 2,400.00	\$ 1,320.00	\$ 2,400.00	\$ 2,000.00
Parking Lot	\$10.00 per spot	\$10.00 per spot	\$ 300.00	\$ 300.00	\$ 300.00
Room	Non-Profits M-Th		Non-Profits Deposit M-Th		Cleaning Service
	1/2 Day	Full Day	1/2 Day	Full Day	(Optional)
Brazos Exhibit Hall	\$ 336.00	\$ 588.00	\$ 336.00	\$ 588.00	\$ 600.00
Texas Cross Timbers	\$ 228.00	\$ 456.00	\$ 228.00	\$ 456.00	\$ 500.00
Cross Timbers	\$ 126.00	\$ 252.00	\$ 126.00	\$ 252.00	\$ 300.00
Cross Timbers Branch	\$ 102.00	\$ 204.00	\$ 102.00	\$ 204.00	\$ 200.00
Yellow Jacket	\$ 84.00	\$ 168.00	\$ 84.00	\$ 168.00	\$ 100.00
Camp Henderson	\$ 84.00	\$ 168.00	\$ 84.00	\$ 168.00	\$ 100.00
Chisholm Trail Board Room	\$ 60.00	\$ 120.00	\$ 60.00	\$ 120.00	\$ 50.00
General Pat Cleburne	\$ 30.00	\$ 54.00	\$ 30.00	\$ 54.00	\$ 50.00
Bluebonnet	\$ 29.00	\$ 29.00	\$ 29.00	\$ 29.00	\$ 50.00
K-1	\$ 70.00	\$ 140.00	\$ 70.00	\$ 140.00	\$ 150.00
K-2	\$ 70.00	\$ 140.00	\$ 70.00	\$ 140.00	\$ 150.00
K-3	\$ 53.00	\$ 70.00	\$ 53.00	\$ 70.00	\$ 100.00
Santa Fe Lobby	\$ 700.00	\$ 350.00	\$ 700.00	\$ 350.00	\$ 500.00
Performing Arts Center	\$ 168.00	\$ 336.00	\$ 350.00	\$ 350.00	\$ 400.00
Entire Facility	\$ 924.00	\$ 1,680.00	\$ 924.00	\$ 1,680.00	\$ 2,000.00
Parking Lot	\$7.00 per spot	\$7.00 per spot	\$ 210.00	\$ 210.00	\$ 300.00

2. Alcohol \$300.00 Deposit

3. Cleburne Police Officer Fee \$35.00 per hour with a three hour minimum, plus a two

**CITY OF CLEBURNE FEE SCHEDULE**

officer minimum for the first 100 guests. One officer for every 100 guests thereafter.

4. Stages - 4' X 8' sections	\$10.00 per section/non-profit \$7.00 per section
5. TV/VCR/DVD Player/Projector with Screen	\$25.00 per event
6. Hanging Interior/Exterior Signs/Banners	\$25.00 per hour
7. Podium	\$10 per room /non-profit - \$10.00 per event
8. Sound System with Microphone	\$50.00 per room
9. Dance Floor - 21' X 21'	\$150.00 per event
10. Piano	\$50.00 per event
11. Grand Piano	\$100.00 per event
12. Sound and Lighting Professional	\$25.00 per hour with three hour minimum

**CEMETERY**

1. Monument	\$	130.00
2. Cemetery Spaces		
A. Street Frontage Space	\$	1,000.00
B. Interior Space	\$	950.00
C. Cremation Space	\$	250.00
D. Infant Space	\$	250.00
3. Memorial/Monument Permit		
A. Upright Monument	\$	40.00
B. Upright Monument taller than 36"	\$	80.00
C. Ground Flush Marker	\$	30.00

**WATER**

1. Water Usage Inside City Limits	<u>Rate per Month</u>	
A. 0 Gallons and Over	\$6.00 per 1,000 gallons	
B. Service Demand Charge	\$	22.53
2. Water Usage Outside City Limits	<u>Rate per Month</u>	
A. 0 Gallons and Over	\$7.47 per 1,000 gallons	
B. Service Demand Charge	\$	29.14
3. Multi-Family Dwelling Units Inside City Limits		
Service Demand Charge Each Month		
A. 3/4" Meter	\$	22.53
B. 1" Meter	\$	38.09
C. 1 1/2" Meter	\$	127.07
D. 2" Meter	\$	381.20
E. 2 1/2" Meter	\$	381.20
F. 3" Meter and Larger	\$	381.20
4. Multi-Family Dwelling Units Inside City Limits	<u>Rate per Month</u>	
A. 0 Gallons and Over	\$6.00 per 1,000 gallons	
5. Reuse Water		75% of the potable water rates above

**WASTEWATER**

1. Water Usage - Residential Accounts	<u>Rate per Month</u>	
A. 0 Gallons and Over	\$3.86 per 1,000 gallons	
B. Residential Max at 13,500 Gallons	\$	64.68
C. Service Demand Charge	\$	12.58
2. Water Usage - Commercial Accounts		
A. 0 Gallons and Over	\$3.86 per 1,000 gallons	
B. Service Demand Charge	\$	12.58
3. Sprinkler Only Account	\$	-
4. Multi-Family Dwelling Units Inside and Outside City Limits		
Service Demand Charge Each Month		
A. 3/4" Meter	\$	12.58
B. 1" Meter	\$	21.74

**CITY OF CLEBURNE FEE SCHEDULE**

C. 1 1/2" Meter	\$	48.98
D. 2" Meter	\$	87.03
E. 2 1/2" Meter	\$	136.03
F. 3" Meter and Larger	\$	204.05

5. Multi-Family Dwelling Units Inside and Outside City Limits Rate per Month  
 A. 0 Gallons and Over \$3.86 per 1,000 gallons

6. Industrial Waste Rate per Month  
 A. Service Demand Charge \$ 12.58  
 B. Volume Charge \$5.17 per 1,000 gallons  
 C. BOD, per lb. \$ 0.49  
 D. TSS, per lb. \$ 0.45  
 E. TDS, per lb. \$ 0.24

**SPORTS COMPLEX**

1. Baseball Fields (Games Only)
  - A. One or Two Fields (8am - 10pm) \$400.00 per day
  - B. Each Additional Field \$200.00 per day
  - C. Additional Field Setup \$100.00 per field
  - D. Field Lighting \$25.00 per hour per field
  - E. Field Lighting (Practice) \$12.50 per hour per half field
  - F. Additional Labor for Extended Hours \$25.00 per hour
2. Football and Soccer Fields (Games Only)
  - A. One, Two or Three Fields (8am - 10pm) \$400.00 per day
  - B. Each Additional Field \$80.00 per day
  - C. Additional Field Setup \$100.00 per field
  - D. Field Lighting \$25.00 per hour per field
  - E. Field Lighting (Practice) \$12.50 per hour per half field
  - F. Additional Labor for Extended Hours \$25.00 per hour
3. Sport Association Clinic/Camp \$5.00 per participant
4. Sport Association Try-outs \$25.00 per hour per staff member

**DON MOORE AND CARVER PARK FIELDS**

1. Lighting \$35.00 per hour
2. Tournaments \$150.00 per day
3. Adult Softball Season \$300.00 per team per season

**WINSTON PATRICK MCGREGOR PARK**

1. Time Session
  - A. Morning session (8:00 am - noon) \$50.00 per 4-hour session
  - B. Afternoon session (1:00 pm - 5:00 pm) \$50.00 per 4-hour session
  - C. Middle block that spans morning and afternoon \$75.00 per 4-hour session
  - D. After hours and weekends (After 5:00 pm and \$25.00 per hour with 2-hour minimum
2. Botanical or horticultural groups No charge

**GOLF**

1. Course Rates

	Peak Season -	Off Season - Weekdays
<b>A. Regular Rates</b>		
Open - 1:00 pm	\$ 35.00	\$ 27.00
1:00 pm - 4:00 pm	\$ 30.00	\$ 22.00
4:00 pm - Close	\$ 22.00	\$ 22.00
<b>B. Senior - Age 55 &amp; up</b>		
Open - 1:00 pm	\$ 30.00	\$ 24.00
1:00 pm - 4:00 pm	\$ 26.00	\$ 20.00
4:00 pm - Close	\$ 22.00	\$ 20.00
<b>C. Junior - Age 16-18</b>		
Any time of day	\$ 16.00	\$ 16.00
<b>D. Junior - Age 15 &amp; under</b>		
Any time of day	\$ 11.00	\$ 11.00
<b>Peak Season - Weekends and Holidays</b>		
Open - 1:00 pm	\$ 43.00	\$ 33.00
1:00 pm - 4:00 pm	\$ 35.00	\$ 27.00
4:00 pm - Close	\$ 22.00	\$ 27.00

2. Membership Packages (Annual)

**CITY OF CLEBURNE FEE SCHEDULE**

A. Bronze	\$	1,000.00
B. Silver	\$	1,750.00
C. Gold	\$	2,500.00
D. Super Senior	\$	1,500.00
E. Gold Family	\$2,500.00 for first adult, \$1,000.00 for each person person over 18, \$250.00 for each child 18 and under	
F. Silver Family	\$1,700.00 for first adult, \$700.00 for each person over 18, \$175.00 for each child 18 and under	
G. Platinum Couple	\$	2,400.00

**CITY SECRETARY**

- |  |  |
|--|--|
| 1. Alcohol Permit  | TABC Code Sec 11.3 authorizes a local fee not to exceed<br>one-half of the state fee. That fee varies depending on<br>permit received. |
| 2. Administrative Fee for Municipal Liens                                      | 10% per annum from the date the lien was filed.  |
| 3. Administrative Fee for Returned Check                                       | \$ 25.00   |
| 4. Taxi/Limo Convenience Fee (one year)  | \$100.00 + \$25.00 per vehicle   |
| 5. Public Information Request  |  |
| A. Body cam recording  | \$10.00 + \$1.00 per full minute of footage  |
| B. Standard paper copy   | \$0.10 per page over 50 pages  |
| C. Diskette  | \$ 1.00  |
| D. Magnetic Tape   | Actual Cost  |
| E. Data Cartridge  | Actual Cost  |
| F. Tape Cartridge  | Actual Cost  |
| G. Rewritable CD   | \$ 1.00  |
| H. Non-Rewritable CD   | \$ 1.00  |
| I. DVD   | \$ 3.00  |
| J. JAZ Drive   | Actual Cost  |
| K. Other Electronic Media  | Actual Cost  |
| L. VHS Cassette  | \$ 2.50  |
| M. Audio Cassette  | \$ 1.00  |
| N. Oversize Paper Copy   | \$ 0.50  |
| O. Specialty Paper   | Actual Cost  |
| 7. Labor Charge for Locating, Compiling, Manipulating Data,<br>and Reproducing | \$15.00 per hour   |
| 8. Microfiche and Microfilm  | Cost of reproduction   |
| 9. Remote Document Retrieval   | Contract and personnel labor may apply   |
| 10. Computer Resource Charge   |  |
| A. Mainframe   | \$10.00 per CPU minute   |
| B. Midsize   | \$1.50 per CPU minute  |
| C. Client/Server   | \$2.20 per clock hour  |
| D. PC or LAN   | \$1.00 per clock hour  |
| 11. Miscellaneous Supplies   | Actual Cost  |
| 12. Postal and Shipping Charges  | Actual Cost  |

**AIRPORT**

- |                           |                                     |
|---------------------------|-------------------------------------|
| 1. Hangar Fees            |                                     |
| A. Large Corporate Hangar | \$0.11 per sq ft per month          |
| B. Hangar with Office     | \$0.16 per sq ft per month          |
| C. Box Hangar             | \$0.11 per sq ft per month          |
| D. Newer Box Hangar       | \$0.99 per sq ft per month          |
| E. Single Engine T-Hangar | \$230.00 per month                  |
| F. Multi Engine T-Hangar  | \$280.00 per month                  |
| 2. Tie Down Fee           | \$5.00 per day or \$50.00 per month |

# 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** A budget adopted by the City Council and authorized by ordinance where the proposed expenditures or less than the proposed revenues and use of fund balance.

**BLENDED COMPONENT UNIT** A component unit that is combined with the primary government to form a single financial reporting presentation. The component unit is treated as

though it was a part of the primary government and would be included in the fund financial statements and the government-wide statements.

**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 COVERAGE** A calculation of an entity's ability 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.

**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

**COMPONENT UNIT** A legally separate organization for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations of which the nature and significance of their relationship with the primary government is such

that exclusion of these organizations from the primary government's financial statements would be misleading.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)** A set of U.S. government financial statements comprising the financial report of a state, municipal or other governmental entity that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB).

**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 that are \$5,000 and greater that 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.

**CERTIFICATES OF OBLIGATION (CO's)** Tax-supported bonds that are similar to general obligation bonds and can be issued after meeting strict publication requirements and with final approval of 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.

**CITY COUNCIL** The Mayor and four Council members collectively acting as the legislative and policymaking body of the City.

**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.

**CONTINGENCY 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.

**CONTRACTUAL SERVICES** Services purchased by the City such as utility services, property insurance, and outside consulting.

**CURRENT TAXES** Taxes levied and due within one year.

**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 thirteen 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 thirteen 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.

**EXEMPT/EXEMPTION** Amounts under state law that are deducted from the appraised value of property for ad valorem tax purposes. Tax rates are applied to the non-exempt portion of the appraised value to calculate the annual tax levy.

**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 YEAR (FY)** 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. The City of Cleburne has specified October 1 to September 30 as its fiscal year.

**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) A CORPORATION FUND** Fund used to account for the proceeds of the 4A Sales Tax.

**FOUR (4) A SALES TAX** A state law adopted in 1979 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.

**FOUR (4) B CORPORATION 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 pension fund

**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. At the end of a fiscal year, it is the assets of a government less the liabilities. Any designations such as restricted, committed, and assigned fund balance are deducted to result in "unassigned fund balance".

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

**GENERAL DEBT SERVICE FUND** Fund used to manage debt acquired by the General Fund.

**GENERAL OBLIGATION BONDS (GO)** 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, and the full faith and credit of the issuing government back these bonds.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** Detailed accounting standards and practices prescribed by the Governmental Accounting Standards Board for 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 with a desired outcome. 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. In Texas, the total property tax rate is limited to \$2.50 per \$100 of assessed value of real personal property.

**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.

**MAJOR FUND** Any fund whose revenues or expenditures constitutes more than 10% of the revenues or expenditures of the appropriated budget.

**MINOR FUND** Any fund whose revenues or expenditures constitutes less than 10% of the revenues or expenditures of the appropriated budget.

**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.

**POLICY** A definite course of action adopted after a review of information and directed at the realization of goals.

**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 for a specific purpose.

**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.

**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.

**SALES TAX** A general sales tax is levied on persons and businesses selling merchandise and/or services in the city limits on a retail basis. State law defines the categories for taxation.

**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 under the authority of the Tax Increment Financing District Act to fund infrastructure improvements (streets, water and sewer lines, etc.) through the use of the increase in incremental ad valorem taxes after the creation of the TIF district.

**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 or debt service.

**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.