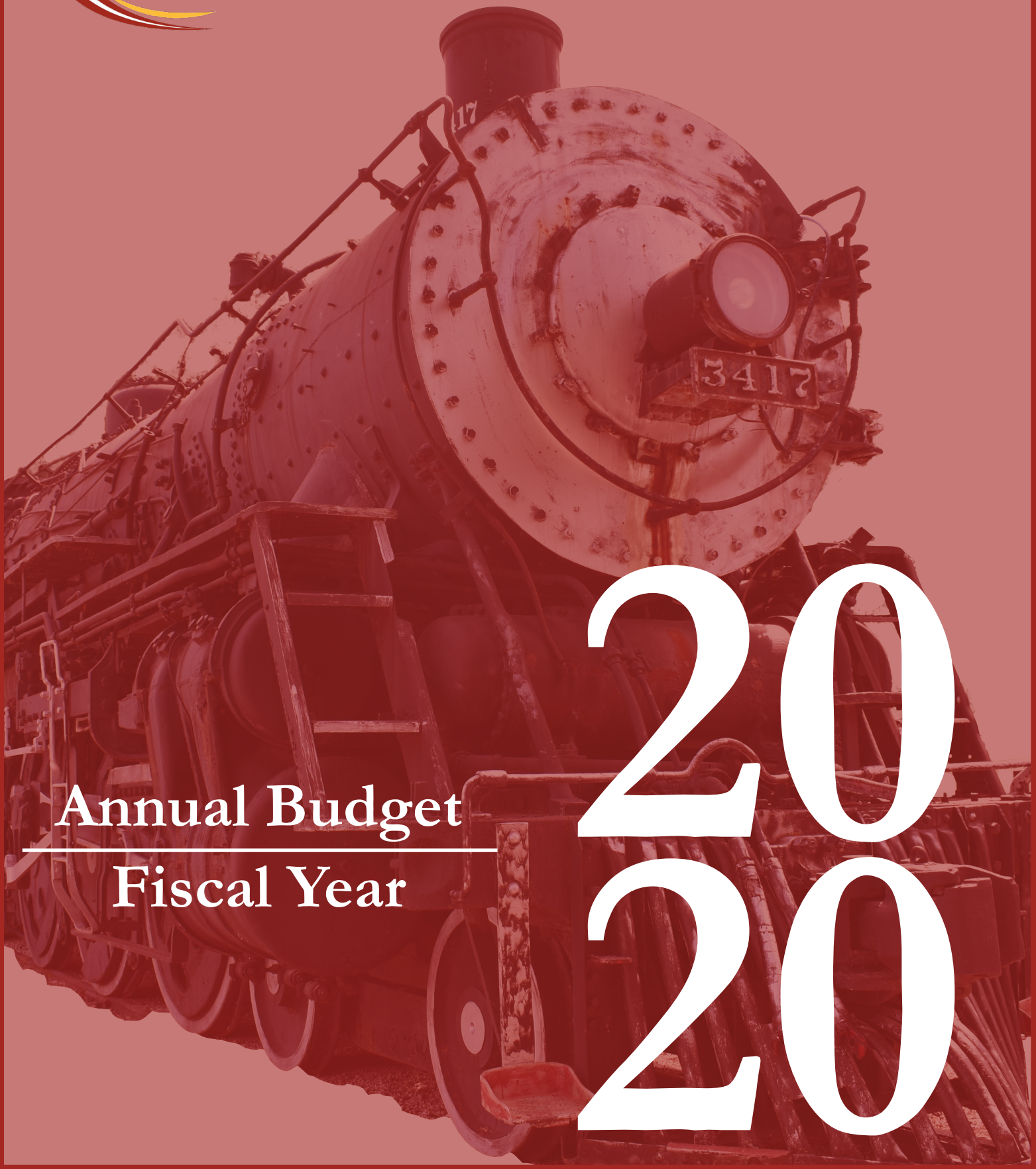
cleburne
this is texas

The City of Cleburne



Annual Budget
Fiscal Year
2020

City of Cleburne, Texas
Annual Budget
Fiscal Year 2020
Adopted September 10, 2019

This budget will raise more from property taxes than last year's budget by an amount of $649,886, which is a 5.26% 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 John Warren, Councilman Mike Mann, Councilman Chris Boedeker
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 2020	Fiscal Year 2019
Property Tax Rate	$0.773206	$0.804018
Effective Rate	$0.727714	$0.781899
Effective Maintenance &Operations Tax Rate	$0.632971	$0.652654
Rollback Tax Rate	$0.778206	$0.833150
Debt Rate	$0.140235	$0.151364

The total amount of outstanding municipal debt obligations secured by property taxes is $7,930,532. The total amount of outstanding debt obligations considered self-supporting is $41,400,000. 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 2020 Principal and Interest Requirements for Debt Service are:

Property Tax Supported Debt: $2,586,000
Self-Supporting Debt: $3,540,555

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Cleburne

Texas

For the Fiscal Year Beginning

October 1, 2018

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, 2018.

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.

City of Cleburne
Annual Budget FY 2020

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City Manager Letter

2020

August 9, 2019

To the Honorable Mayor and Members of the Cleburne City Council Re: Fiscal Year 2020 Budget

Fiscal Year (FY) 2019 has seen yet another phase of significant progress for the City of Cleburne. Housing starts maintained their year-over-year increase, a substantial number of much needed street projects were completed, the downtown area continued to make positive strides, and engineering of the wastewater treatment plant expansion got underway. The objectives for the upcoming year remains consistent with the previous direction provided by Council as we focus on economic development, infrastructure projects, maintaining safe and clean neighborhoods, and enhancing the level of care and maintenance for our City assets to include buildings, grounds, vehicles and equipment.

During the last several years prior to FY 2019, Cleburne remained relatively flat with regard to revenues. We have now begun a two-year trend upward primarily resulting from increases in our sales tax revenues and property values. The General Fund, which accounts for the bulk of our operations, increased in receipts by a nominal 2.4% (or .6% annually) during fiscal years FY 2015 – FY 2018. In FY 2019, we projected a General Fund revenue growth of 2.6% and now expect to exceed that number due primarily to strong showings in sales tax, sanitation, and municipal court revenue along with higher than anticipated interest earnings. Based on current U.S. economic trends and continuing signs of a strong DFW economy we are anticipating the growth trend to continue for FY 2020. As a result, we are able to make good progress tackling many of our infrastructure and operational needs; however, it remains a long-term process that will rely heavily on the continued economic growth and prosperity of our community.

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 and one-half percent (1.5%) cost of living adjustment (COLA). The merit pay increase is based on our existing annual step plan increase, while the COLA is provided by the U.S. Bureau of Labor Statistics, CPI-U All Items for Dallas, Fort Worth, Arlington, for the year ending May of 2019. As a reminder, the COLA adjustment also “slides” our pay scale plan helping to keep us in-line and competitive within the job market. As was included in the FY 2019 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 two 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) reduce employee health care rates for dependent coverage by approximately ten (10) percent; and 2) address pay disparity in certain positions. In our continuing efforts to rebuild our Streets Department, we are proposing the addition of a new Crew Leader position and Heavy Equipment

Operator. Within the Parks Department, an Irrigation Technician position funded by the 4B Fund (75%) and General Fund (25%) is included to address a very important, yet currently unmet need. Also included is a new position of Sports Complex Liaison to be funded through the 4B Fund. This position is dedicated primarily to working the numerous athletic tournaments by providing on- site service and communication with event organizers while simultaneously dramatically reducing the overtime requirements of our maintenance staff. The city is more aggressively pursuing sports tourism opportunities and the number of hosted tournaments has more than tripled in the last year.

The proposed budget for FY 2020 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 7, 2019 Council Workshop, as well as 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
- Water / Wastewater rate modifications (effective Jan. 1, 2020)
- 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
  - Adjust for cost of living expenses
  - 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
- Funding for the design, engineering and construction of the sewer treatment plant expansion and renovations

This year the City will experience the opportunity to reduce its ad valorem tax rate due in combination to new development and an increase in existing property values. Almost $32.0M in

new construction value was added in calendar year 2019 equating to approximately $245,000 in new ad valorem revenue. In addition, existing property value increases will result in approximately $488,500 in new revenue. Per the Johnson County Central Appraisal District, the average *market* value of a home in Cleburne increased from $111,039 in FY 2018 to $134,119 in FY 2019 and one-cent on the tax roll is worth $189,655. The increase is a result of new home construction assessments coupled with the rise in existing property values. The current tax rate is $0.804018 per $100 of valuation, the FY 2020 effective tax rate is $0.727714, and the FY 2020 rollback rate is $0.778206. The proposed budget suggests further reducing from the ad valorem rollback rate by an additional ½-cent to $0.773206 for FY 2020. This would be a reduction of $0.030812 and the first ad valorem tax rate reduction since FY 2009.

Budget Summary

The overall budget summary represents a synopsis of projected fund revenues, expenditures and balances for FY 2020. It includes anticipated fund balances generated for the current 2019 fiscal year accounted for at year-end, but does not include any excess that may be achieved in FY 2020 revenues.

CITY OF CLEBURNE

ALL FUNDS

Summary of Receipts & Disbursements FY 2020

	General & Vehicle Replacement Funds	Special Revenue Funds	Debt Service Fund	Enterprise Funds	Capital Project Funds	Total All Fund Types
Revenues	$ 33,902,332	$ 11,369,631	$2,947,643	$ 24,541,977	$ 60,000	$72,821,583
Transfers In	5,064,737	241,266	910,425	739,384	1,880,425	8,836,237
Total Revenues & Transfers In	38,967,069	11,610,897	3,858,068	25,281,361	1,940,425	81,657,820
Expenditures	40,703,790	9,808,339	3,615,525	22,862,492	3,045,000	80,035,146
Use of Fund Balance	0	0	0	0	0	0
Transfers Out	941,824	2,644,116	0	3,769,872	1,480,425	8,836,237
Total All Expenditures & Transfers Out	41,645,614	12,452,455	3,615,525	26,632,364	4,525,425	88,871,383
Revenues Over/(Under) Expenditures	(2,678,545)	(841,558)	242,543	(1,351,003)	(2,585,000)	(7,213,563)
Beginning Fund Balance	18,771,579	13,807,348	1,636,443	29,454,929	4,503,162	68,173,461
Reserves of Fund Balance	(10,145,806)	(273,200)	(1,878,986)	(15,757,139)	(245,949)	(28,301,080)
Ending Unreserved Fund Balance	5,947,228	12,692,590	0	12,346,787	1,672,213	32,658,818

It also assumes one-hundred percent expenditures for FY 2020 budgeted personnel and operating costs, and that all capital outlay projects will be completed. As a result, the estimated ending fund balance for FY 2020 is $32,658,818, an increase of $4,879,057 from estimated ending fund balance for FY 2019. The increase is primarily a result of an increase in the General Fund and Vehicle Replacement Fund Balance and the Special Revenue Funds (4A and 4B). Overall, fund balance *reserves* are projected to increase $1,538,926 from the previous year.

Revenues

For FY 2020, total projected revenues increased by $4,470,760 to $81,657,820. This increase is primarily a result of gains in the General and Vehicle Replacement Fund, Special Revenue Fund (4A and 4B) and the Enterprise Funds.

Overall Budget	*FY 2019*	*FY 2020*
	$77,187,060	*$81,657,820*

The projected General Fund revenue, including transfers, is $37,909,730. This represents an increase of $2,662,920 from the previous fiscal year. Transfers to the General Fund increased approximately $102,935 compared to FY 2019. The year-end fund balance above the required 90-day and contingency reserve is projected to increase by $2,365,485 from $2,017,680 as budgeted in FY 2019 to $4,374,165 in FY 2020. The growth is primarily a result of cost savings from the previous fiscal year and increases in ad valorem revenues, sales tax, sanitation revenues and interest earnings.

General Fund	*FY 2019*	*FY 2020*
	$35,246,810	*$37,909,730*

The projected income in the Water and Waste Water Fund is anticipated to increase by $807,308 due to the projected Phase I rate adjustment proposed beginning January 1, 2020 ($1.50 in wastewater base charge), interest earnings, and the transfer of unspent State Energy Conservation Office (SECO) loan proceeds. Overall, budgeted expenditures increased from $21,437,795 in FY 2019 to $24,071,235 in FY 2020 primarily due to the planned wastewater treatment plant bond issuance. The ending fund balance projects a decrease of $735,424; however, the Fund remains very healthy and the decrease was anticipated as part of the phased rate adjustment strategy and cash funding of the line replacement program.

Water and Wastewater	*FY 2019*	*FY 2020*
	$22,528,504	*$23,335,812*

Revenues in the Airport Fund are projected to decrease by $93,315 as compared to FY 2019. The decrease is primarily a result of a reduction in fuel sales. Staff is currently working on an economic development strategic plan for the Airport aimed at increasing revenue to the point the airport is self-funding and no longer requires a General Fund subsidy. The ending fund balance is projected to be zero.

Airport Fund	*FY 2019*	*FY 2020*
	$1,028,860	*$935,545*

The Utility Drainage Fund receipts for FY 2020 are projected at $640,120, a slight increase of $29,820 from the 2019 fiscal year due to new construction and interest earnings. The ending fund balance of $1,147,433 represents a decrease of $17,865 from the previous fiscal year budget. Continuing to maintain a healthy fund balance will better position the city to cash fund future drainage projects.

Utility Drainage Fund	*FY 2019*	*FY 2020*
	$610,300	*$640,120*

The Vehicle Replacement Fund has historically been utilized to purchase new and replacement vehicles and capital equipment. In past years, it has only been funded at a fifty percent (50%) replacement cost value while miscellaneous revenue of almost $400,000 per year from a previous debt repayment agreement with Brazos Electric subsidized the fund. This funding ceased following FY 2018 and beginning in 2019 we are now funding at the full depreciation cost. Further, the fund is now only 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 FY 2020 are projected to increase by $4,138. Substantive acquisitions in the upcoming fiscal year include a Street Department dump truck, a refuse truck for Sanitation and a brush truck for the Fire Department. The ending fund balance of $1,573,063 represents an increase of $230,113 versus the previous fiscalyear.

Vehicle Replacement Fund	*FY 2019*	*FY 2020*
	$1,053,201	*$1,057,339*

The Capital Fund is used for general capital projects. One new project is proposed for the upcoming year. It is participation in the Safe Routes to School 90-10 matching grant program allowing the city to construct additional sidewalks leading to our schools. Otherwise, the intent is to focus on completing those projects already approved with a particular emphasis on the annual street repair program. Revenues remain flat; however, the purposeful increase in the General Fund unencumbered balance will provide the opportunity to transfer monies into the Capital Fund in future years for continuation of the street repair program. The projected ending fund balance is $1,559,709, a decrease of $507,550 from FY 2019. The decrease is a direct result of the expenditure of funds necessary for the completion of previously approved projects.

Capital Projects Fund	*FY 2019*	*FY 2020*
	$1,050,000	*$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 FY 2020, revenue is anticipated to be $425,000, an increase of approximately $3,500 versus the previous year due to limited projected occupancy tax growth. The fund balance is projected to increase by $81,475 to $287,668 for FY 2020. This increase is due primarily to a reduction in expenditures, the carry forward of project fund balances and an increase in FY 2019 earnings.

Hotel Occupancy Tax Fund	*FY 2019*	*FY 2020*
	$421,500	*$425,000*

Revenues for the 4A Sales Tax Fund in the amount of $2,825,000 are projected to increase by $262,500 to $3,087,500 for FY 2020 due to growth in sales tax revenue. The ending fund balance is anticipated to increase by $1,134,746 for FY 2020 to $5,201,856 as a result of a decrease in capital expenditures in FY 2020 and an increase in sales tax revenue and interest earnings.

4A Sales Tax	*FY 2019*	*FY 2020*
	$2,825,000	*$3,087,500*

The 4B Sales Tax Fund revenue is projected to increase by $266,500 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 $890,082 to $2,619,867 for FY 2020. This increase is primarily tied to growth in sales tax revenues and a higher than anticipated savings in expenditures due to position vacancies and project savings.

4B Sales Tax	*FY 2019*	*FY 2020*
	$2,816,000	*$3,082,500*

The Mineral Leases and Royalties Fund revenue is anticipated to decrease by $66,000 from the previous fiscal year as we are experiencing a reduction in activity. The ending fund balance of $236,911 for FY 2020 represents a decrease of $191,490 due to the annual $500,000 transfer to the Capital Projects Fund for street repairs being greater than the revenue earned.

Mineral Leases/Royalties Fund	*FY 2019*	*FY 2020*
	$323,000	*$257,000*

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

Expenditures

For FY 2020, total projected expenditures are $88,871,383, representing an increase of $3,913,405 from FY 2019. This is primarily the result of an increase in expenditures in the Water and Wastewater Fund for the wastewater treatment plant debt issuance and utility line replacement program and expenditures in the General Fund tied to supplemental requests and health insurance reserve funds.

Total Budget	*FY 2019*	*FY 2020*
	$84,957,978	*$88,871,383*

The proposed FY 2020 budget includes 4.0 FTE employees; 1) a new Streets Department Crew Leader position to further grow the Department and provide field leadership; 2) a Streets Department Heavy Equipment Operator to operate existing equipment and new equipment as proposed in the FY 2020 budget; 3) an Irrigation Technician in the Parks and Recreation Department funded through the 4B Fund at seventy-five percent (75%) and the General Fund at twenty-five percent (25%) to provide routine system checks, maintenance, repair and installations; and 4) a Sports Complex Liaison position in the Parks and Recreation Department funded within the 4B Fund and dedicated primarily to working the numerous sports tournaments by providing on-site service and communication with tournament organizers. This position would simultaneously reduce overtime requirements of our maintenance staff and allow indirect financial benefits to the City and its 4B Fund in the form of

sales tax revenues generated from participant expenditures during tournament play. In addition, a new Student Intern position, in partnership with Cleburne ISD - Cleburne High School, within the IT Department is also proposed.

Budgeted FT Positions	*FY 2019*	*FY2020*
	338	*342*

The projected General Fund expenditures, including transfers, is $39,757,226. This represents an increase of $2,336,285 from FY 2019. Major expenditures include: 1) personnel costs of $25,950,887 representing an increase of $394,400 (1.54%) from FY 2019; 2) additional non-operating transfers of $212,227 to the vehicle replacement fund; 3) funding in Non-Departmental of $500,000 for Health Care reserves (not proposed to be expended in FY 2020); 4) an increase in Sanitation waste disposal fees of $370,000 (off-set by corresponding revenues); 5) an increase in Street Maintenance operations of $224,107; and 6) non-operating expenses related to capital equipment, building maintenance and other items (Supplemental Requests) of $1,443,810. Portions of the increases are offset by numerous line item cost reductions.

General Fund	*FY 2019*	*FY 2020*
	$37,420,941	*$39,757,226*

The projected expenditures for the Water and Wastewater Fund is $24,071,235, an increase of $2,633,440 from FY 2019. The majority of the increase can primarily be attributed to bond expenses related to the wastewater treatment plant project ($1.25 million for bond principal; $154,000 bond interest; $750,000 bond sale) and capital expenses such as a new utility line replacement program ($750,000) and a backhoe ($101,000). Personnel expenditures are $4,342,611, a decrease of $1,856 from the previous fiscal year due to staffing changes.

Water and Wastewater	*FY 2019*	*FY 2020*
	$21,437,795	*$24,071,235*

Projected expenditures for the Airport Fund are $1,165,781, an increase of $155,695 from FY 2019. The increase is primarily a result of funding for the City's portion of the engineering of taxiway Alpha and Runway Rehab/Reconstruction ($63,000), Master Plan Update ($20,000) and roof repairs on Hanger 98 and the terminal building ($53,605). Personnel costs for FY 2020 are $268,922, an increase of $3,277.

Airport Fund	*FY 2019*	*FY 2020*
	$1,010,086	*$1,165,781*

The Utility Drainage Fund expenditures are $1,019,700 for FY 2020, an increase of $649,001 from the previous fiscal year. The increase is primarily a result of drainage contract mowing and vegetation removal ($103,100), East Cleburne drainage study ($153,000), Nottingway drainage structure repair ($95,000), Boone/Chase drainage repairs ($150,000), and the lease purchase of a Gradeall ($30,000).

Utility Drainage Fund	*FY 2019*	*FY 2020*
	$370,699	*$1,019,700*

The Vehicle Replacement Fund is anticipated to expend $1,888,388 in FY 2020, an increase of $86,657 from the previous year. Vehicle replacements of note include an automated refuse truck for Sanitation ($330,000), a Fire brush truck ($160,000) and a Streets Department dump truck ($82,000). This amount also includes the carry forward funding from FY 2019 for the replacement fire engine ($991,640) currently under production.

Vehicle Replacement Fund	*FY 2019*	*FY 2020*
	$1,801,731	*$1,888,388*

The Capital Fund is anticipated to expend $3,220,000 in FY 2020. This represents a decrease of $1,672,000 from the previous year primarily due to the completion of numerous street improvement projects. The bulk of the proposed FY 2020 expenditures are for continuation of the street improvement program ($2,550,000), carry forward of the on-going railroad museum improvements ($410,000) and the City's portion of a future safe routes to school grant project ($175,000).

Capital Projects Fund	*FY 2019*	*FY 2020*
	$4,892,000	*$3,220,000*

Hotel Occupancy Tax Fund expenditures are proposed at $551,368, a decrease of $118,000. Expenditures include funding for city promotional items and services, Market Square concerts, the planned Mariachi Festival, support of the Chisholm Trail Outdoor Museum, and for tourism related expenses as administered through the Cleburne Chamber of Commerce's Convention and Visitor's Bureau. The decrease is primarily a result of the completion of previously funded audiovisual system improvements at the Cleburne Conference Center.

Hotel Occupancy Tax Fund	*FY 2019*	*FY 2020*
	$669,368	*$551,368*

The 4A Fund is anticipated to expend $2,597,773 in FY 2020, a decrease of $293,716 from the prior fiscal year and directly attributable to the completion of the signal lights at Nolan River and Cleburne Station Parkway. Proposed expenditures include parkway/stadium related costs to include maintenance fund provision, enhancements, utilities, insurance, communications, fire alarm monitoring and general supplies ($144,018), and debt service costs ($2,453,755).

4A Sales Tax	*FY 2019*	*FY 2020*
	$2,891,486	*$2,597,773*

Expenditures within the 4B Fund are proposed at $3,526,226, an increase of $264,792 from FY 2019. The increase is primarily a result of supplemental requests for maintenance and improvements at the Sport Complex and Splash Station and the addition of personnel at 1.75 FTE (Sports Park Liaison and Irrigation Tech.)

4B Sales Tax	*FY 2019*	*FY 2020*
	$3,261,434	*$3,526,226*

The Mineral Leases and Royalties Fund expenditures are $500,600 for FY 2020, a decrease of $400 from the previous year. Proposed expenditures are essentially the same as FY 2019 consisting almost entirely of the transfer to the Capital Projects Fund for street improvements ($500,000).

Mineral Leases/Royalties Fund	*FY 2019*	*FY 2020*
	$501,000	*$500,600*

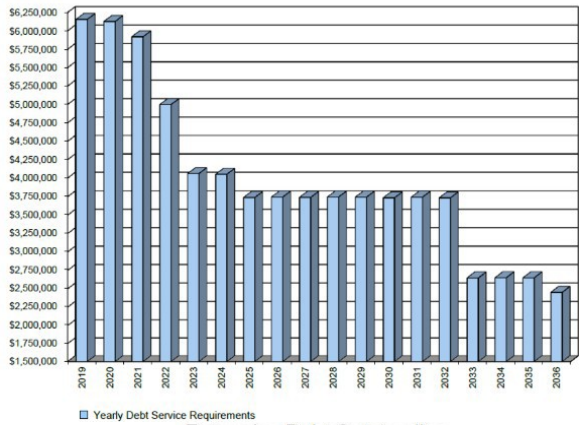
Overall, general operating expenses remain relatively flat with increases primarily within salaries and wages, building maintenance, equipment maintenance line items and supplemental requests. These increases are typical in nature and should be expected going forward as we work to safeguard existing assets and enhance service levels. We continue to spend down existing capital fund balances and experience a reduction in our mineral lease royalties. Funding for most capital projects will decrease in future years without an increase in existing revenue or new sources of revenue; however, for the short term we are building our General Fund unencumbered reserves to help offset this decline.

Debt Service

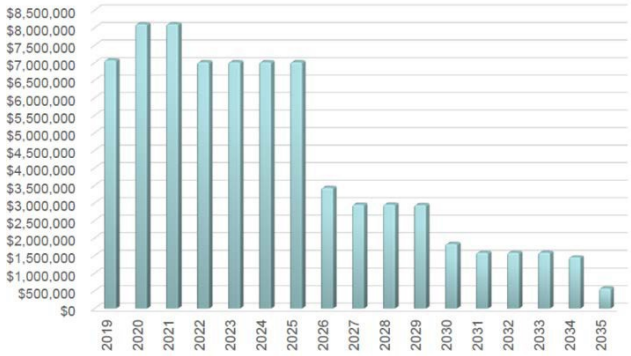
The following is an overview of the city's debt service requirements for the upcoming fiscal year. It includes previous debt issued from all funds. There is no new ad valorem debt planned for FY 2020; there is an impending debt issuance for the wastewater treatment plant expansion/rehabilitation project to be funded in part through modifications in FY 2020 to the wastewater fees.

Overall debt principal and interest for FY 2020 is $14,233,264, representing an increase of $1,003,397 from FY 2019. While general debt service from the 2004 GO Taxable Refunding Bonds expired in FY 2019 ($384,413), other annual debt payment requirements will be increasing. Substantive payment increases include the 2011 GO Refunding Bonds (+$277,200), the 2015 Combination Tax and Revenue Certificates of Obligation (+$108,350), and the Water/Wastewater 2013 Combination Tax and Revenue Refunding Bonds (+$1,040,875). Existing debt service payments will not begin to see a significant decrease until FY 2022 for ad valorem tax supported General Debt service and FY 2026 for Enterprise Debt service.

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



Enterprise Debt Outstanding
Schedule of Debt Requirements



Fund	Bond Issue	Purpose	Original Issue Amount	Remaining Principal	FY 2020 Principal and Interest	Term Date
Ad Valorem Tax – Debt Svc	2010 GO Refunding Bonds	Refunded 2001 CO's for streets/fire stations/ infrastructure	5,848,413	4,080,532	2,068,600	2-15-22
Ad Valorem Tax – Debt Svc	2011 GO Refunding Bonds	Refunded 2004 CO's for golf course and streets	2,655,000	1,465,000	318,350	2-15-24
Ad Valorem Tax – Debt Svc	2015 Combination Tax and Revenue Certificates of Obligation	Street Improvements- Nolan River	2,400,000	2,385,000	199,050	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	11,605,000	1,092,800	2-15-32
Sales Tax – 4A Corp	2016 General Obligation Taxable Bonds	The Depot at Cleburne Station	24,875,000	23,885,000	1,977,526	8-15-36
Sales Tax – 4A Corp	2016 Taxable Sales Tax Revenue Bonds	Infrastructure surrounding The Depot at Cleburne Station	6,450,000	5,910,000	470,229	8-15-36
Water/ Wastewater	2009A Water and Sewer Revenue bonds	Engineering water inlet - Lake Pat Cleburne and water plant	1,180,000	725,000	83,558	2-15-29
Water/ Wastewater	2009B Water and Sewer Revenue bonds	Engineering - for additional water treatment plant located at Lake Whitney	4,750,000	2,955,000	340,728	2-15-29
Water/ Wastewater	2010 Water and Sewer Revenue bonds	Construction of water treatment plant expansion	14,500,000	8,655,000	949,982	2-15-30
Water/ Wastewater	2010 Water and Sewer Revenue Refunding bonds	Refunded 2001 bonds	4,860,000	2,320,000	277,394	2-15-24
Water/ Wastewater	2013 Water and Sewer Revenue bonds	Land acquisition Lake Whitney supply project	2,380,000	1,780,000	140,297	2-15-33
Water/ Wastewater	2013 Combination Tax and Revenue Certificates of Obligation	Replacement of infrastructure, water tower, increase water supply	8,430,000	7,560,000	510,575	2-15-34
Water/ Wastewater	2013 Combination Tax and Revenue Refunding Bonds	Refunded 2005, 2006 and 2009 bonds	37,390,000	23,830,000	5,372,075	2-15-26
Water/ Wastewater	2015 Combination Tax and Revenue Certificates of Obligation	Water and sewer system extensions	6,685,000	6,090,000	432,100	2-15-35

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 FY 2020 citywide capital purchases, supplemental items and large operating expenses. While not inclusive of all requests, the listing represents the majority of substantive items.

Fund	Department Name	Dept. Number	Description	New / Replacement	FY 2020 SUPPLEMENTAL COST
General	City Council	01-31	Seating/cabinet replacement - Council Conference Room	R	$ 7,435
General	City Manager	01-32	Award nomination	N	$ 400
General	City Manager	01-32	Civic Plus website training	N	$ 635
General	I/T	01-38	Cityworks Software Implementation	R	$ 248,154
General	I/T	01-38	Large Format Multifunction printer	R	$ 10,600
General	I/T	01-38	Network Traffic Redirection- Disaster Recovery	N	$ 59,000
General	I/T	01-38	Internet/LAN renewal/expand Eplan/wireless Point to Point (net Cost)	R	$ 1,057
General	Police	01-41	LIDAR Replacement system (2 units)	R	$ 5,200
General	Police	01-41	Speed/Message Trailer	N	$ 14,161
General	Animal Services	01-43	Wild animal traps (8)	N	$ 1,000
General	Animal Services	01-43	Replace/repair dog run fencing	R	$ 6,000
General	Animal Services	01-43	Body Cameras for ACO's	N	$ 9,100
General	Animal Services	01-43	Stainless steel dual compartment cat kennels	N	$ 12,000
General	Fire	01-47	Bay lighting upgrade	R	$ 21,648
General	Fire	01-47	Overhead bay door replacement (9 rear doors)	R	$ 87,053
General	EMS	01-49	OWS Software OS upgrade / Hardware	R	$ 10,272
General	BTW	01-50	Movie night and event programming	N	$ 2,000
General	BTW	01-50	BTW Anniversary	N	$ 1,500
General	Cemetery	01-52	Annual tree trimming	N	$ 3,360
General	Cemetery	01-52	Scag Turf Tiger II mowers 52" (2)	R	$ 20,000
General	Cemetery	01-52	RTVX 1100C - Utility Vehicle	R	$ 12,500
General	Parks & Rec	01-53	Median Mowing N. Main to Joshua	N	$ 7,635
General	Parks & Rec	01-53	Refinish Carver sprayground decking	R	$ 22,000
General	Parks & Rec	01-53	Don Moore and Carver Automated Field Lighting	N	$ 8,000
General	Parks & Rec	01-53	Automated Gate Opener	N	$ 6,000
General	Parks & Rec	01-53	Commercial Pressure Washer	N	$ 8,000
General	Parks & Rec	01-53	Compact Utility vehicle (Toro Dingo) - 1/2 cost	N	$ 14,500
General	Golf	01-55	Patio Concerts	N	$ 4,000
General	Golf	01-55	Supplies - in-house retention tie wall construction		$ 3,000
General	Library	01-63	Construction of twointeriorwallsfor additional programming area.	N	$ 6,000
General	Museum	01-65	Contract outside speakers	N	$ 1,000
General	Museum	01-65	Layland Window Repair and Reseal	N	$ 17,500
General	Planning and Zoning	01-74	2020 National APA conference (Houston, TX)	N	$ 1,600
General	Planning and Zoning	01-74	Zoning map and ordinance update	N	$ 150,000
General	Building Inspection	01-76	Third Party Plan Review	N	$ 50,000
General	Fleet	01-78	Tilt trailer	R	$ 12,500
General	Streets	01-79	New Asphalt Distributor Truck	N	$ 180,000
General	Streets	01-79	Pavement markings		$ 50,000
General	Streets	01-79	Replacement Street Sweeper	R	$ 265,500
General	Sanitation	01-91	24/7 Recycle Drop off at Transfer Station	N	$ 51,500
Total General Fund	TOTAL				$ 1,391,810

Fund	Department Name	Dept. Number	Description	New / Replacement	FY 2020 SUPPLEMENTAL COST
Vehicle Replacement Fund - Fund 03					
Vehicle Replacement	Police	03-41	Replace Unit 2015 - 2009 Dodge Ram pickup	R	$ 25,000
Vehicle Replacement	Police	03-41	Replace Unit 2026 - 2011 Honda motorcycle	R	$ 39,915
Vehicle Replacement	Police	03-41	Replace Unit 2027 - 2004 Ford Expedition (Patrol)	R	$ 65,300
Vehicle Replacement	Police	03-41	Replace Unit 2028 - 2011 Honda motorcycle	R	$ 39,915
Vehicle Replacement	Fire	03-47	Replace Unit 0147073 2007 Dodge Durango	R	$ 56,685
Vehicle Replacement	Fire	03-47	Replace Unit 0147079 2008 Dodge Ram 1500	R	$ 52,867
Vehicle Replacement	Fire	03-47	Replace Unit 0147077 2007 Dodge Ram 1500	R	$ 45,066
Vehicle Replacement	Fire	03-47	Replace Unit 0147019 Wildland Fire Apparatus	R	$ 160,000
Vehicle Replacement	Streets	03-79	Replace 750 Dump Truck $82,500	R	$ 82,000
Vehicle Replacement	Sanitation	03-91	Replacement automated refuse truck	R	$ 330,000
4B Corporation Fund - Fund 9					
4B Corporation	BTW	09-50	PA System upgrade	N	$ 6,000
4B Corporation	BTW	09-50	Fitness rower	N	$ 2,700
4B Corporation	Splash Station	09-56	Zero depth spray feature recoating (19)	R	$ 16,000
4B Corporation	Splash Station	09-56	Slide, Tower and Play Unit Recoating	R	$ 76,500
4B Corporation	Splash Station	09-56	Competitive Pool Resurfacing	R	$ 120,000
4B Corporation	Splash Station	09-56	Competition Pool: ADA Chair Lift	R	$ 5,500
4B Corporation	Splash Station	09-56	Splash Station Parking Area Sealcoat and Striping	R	$ 19,000
4B Corporation	Splash Station	09-56	Pool Heater Replacement	R	$ 30,000
4B Corporation	Sports Complex	09-57	Pump Conversion to VFD Control	R	$ 27,000
4B Corporation	Sports Complex	09-57	Baseball Field Shade Covers - Tri-plex area	N	$ 175,000
4B Corporation	Sports Complex	09-57	Weathermatic SmartLink	N	$ 7,500
4B Corporation	Sports Complex	09-57	Batting Cage Replacement	R	$ 35,000
4B Corporation	Sports Complex	09-57	Playground - Baseball area	R	$ 45,000
4B Corporation	Sports Complex	09-57	Infield Groomer	R	$ 33,000
4B Corporation	Sports Complex	09-57	Utility vehicle cart path attachment edger	N	$ 5,000
4B Corporation	Sports Complex	09-57	Baseball playground shade cover replacement	R	$ 4,500
4B Corporation	Sports Complex	09-57	60" Aerovator Slicer	N	$ 13,000
4B Corporation	Sports Complex	09-57	Water Trailer	N	$ 5,500
4B Corporation	Sports Complex	09-57	Compact Utility vehicle (Toro Dingo) - (1/2 cost)	N	$ 14,500
4B Corporation	Railroad Museum	09-67	Spirit of Cleburne Refurbishment	N	$ 45,000
Total 4B					$ 685,700
PEG Fund (Fund 15) PEG	I/T	15-38	Council Chambers A/V Upgrades	R	$ 155,000
Court Security Fund (Fund 46)					
Court Security	Court	46-37	Security Camera Additions	N	$ 10,300
General Capital Projects Fund (Fund 53)					
Gen Capital Proj	Streets (Engineering)	53-79	Match for Safe Routes to School Grant	N	$ 175,000

Fund	Department Name	Dept. Number	Description	New / Replacement	FY 2020 SUPPLEMENTAL COST
Utility Fund (Fund 60)					
Utility	Utility Billing	60-81	Security Camera Additions	N	$ 8,160
Utility	Utility Billing	60-81	Outsource printing/mailing of utility bills (net cost)	N	$ 22,476
Utility	Water Distribution	60-83	Cityworks Software Implementation	R	$ 24,172
Utility	Water Distribution	60-83	Backhoe	N	$ 101,816
Utility	Water Distribution	60-83	Water Tank Rehab (Sports Complex)	N	$ 27,998
Utility	Water Distribution	60-83	Waterline replacement program	N	$ 750,000
Utility	Water Treatment	60-84	Cityworks Software Implementation	R	$ 26,656
Utility	Water Treatment	60-84	Plant On-line Turbidmeter Replacement	R	$ 28,572
Utility	Water Treatment	60-84	Lab Turbidmeter Replacement	R	$ 2,491
Utility	Water Treatment	60-84	Lime Silo Service – Repair and Cleaning		$ 12,175
Utility	Wastewater Collection	60-96	Cityworks Software Implementation	R	$ 24,558
Utility	Wastewater Treatment	60-97	Cityworks Software Implementation	R	$ 29,904
Utility	Wastewater Treatment	60-97	Wastewater Treatment Plant Lighting Replacement	R	$ 24,110
Utility	Wastewater Treatment	60-97	WWTP Yard Utility Vehicle	R	$ 10,699
Utility	Wastewater Treatment	60-97	Turbidmeter	R	$ 2,491
Total Utility Fund					$ 1,096,278
Airport Fund (Fund 61)					
Airport	Airport	61-54	Cityworks Software Implementation	R	$ 20,325
Airport	Airport	61-54	Hangar 99	R	$ 38,200
Airport	Airport	61-54	Master Plan Update	R	$ 20,000
Airport	Airport	61-54	Engineering TXWY Alpha & Runway Rehab/Reconstruct		$ 63,000
Airport	Airport	61-54	Terminal Roof	R	$ 15,405
TOTAL Airport Fund					$ 156,930
Drainage Utility Fund					
Drainage	Drainage	63-98	Cityworks Software Implementation	R	$ 13,425
Drainage	Drainage	63-98	Drainage Contract Mowing	N	$ 63,100
Drainage	Drainage	63-98	Contract Labor (vegation removal)		$ 40,000
Drainage	Drainage	63-98	East Side Drainage Study	N	$ 153,000
Drainage	Drainage	63-98	Nottingway Drainage Structure Repair (NORTEX)		$ 95,000
Drainage	Drainage	63-98	Boone/Chase Drainage Improvements		$ 150,000
Drainage	Drainage	63-98	New Gradeall (LEASE PURCHASE)	N	$ 30,000
TOTAL Drainage Fund					$ 544,525
Library Donation Funds					
General	Library	85-63/86-63	Construction of two interior walls for additional programming area.	N	$ 7,000

As always, it is a pleasure and an honor to be directly involved in the development and review process of our proposed FY 2020 budget. As we work collectively to improve our community, using 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 maintain the momentum gained during the past several years and continues to prepare us for future growth. The proposed budget 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. 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

It is my hope that this information is useful and informative as you prepare to deliberate the city's FY 2020 budget. 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

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

Budget Year 2020

Principal Officials

Mayor Scott Cain

Mayor Pro-Tem John Warren, District 4

Councilman Dr. Robert O. Kelly, District 1

Councilman Chris Boedecker, District 2

Councilman Mike Mann, District 3

Appointed Officials by Council

City Manager, Steve Polasek

Municipal Judge, Michael Kurmes

Division Directors

Deputy City Manager, Chris Fuller
Director of Finance, Troy Lestina
Police Chief, Rob Severance
Fire Chief, Scott Lail
Human Resources Director, Debra Powledge
City Secretary, Ivy Peterson
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.

cleburne
this is texas

Principal Officials

City of Cleburne, Texas

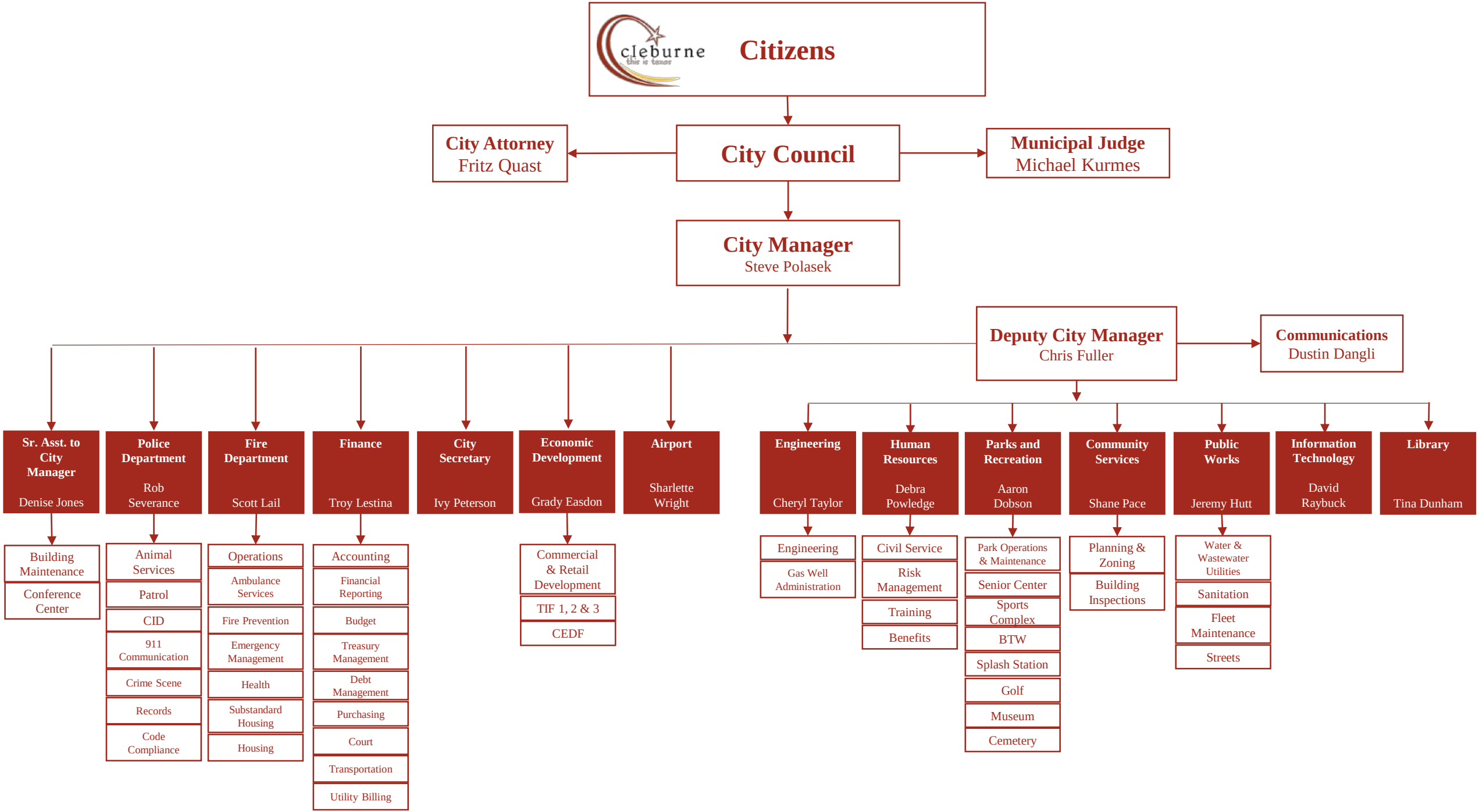
Mayor
Scott Cain

Councilman, District 1
Dr. Robert Kelly

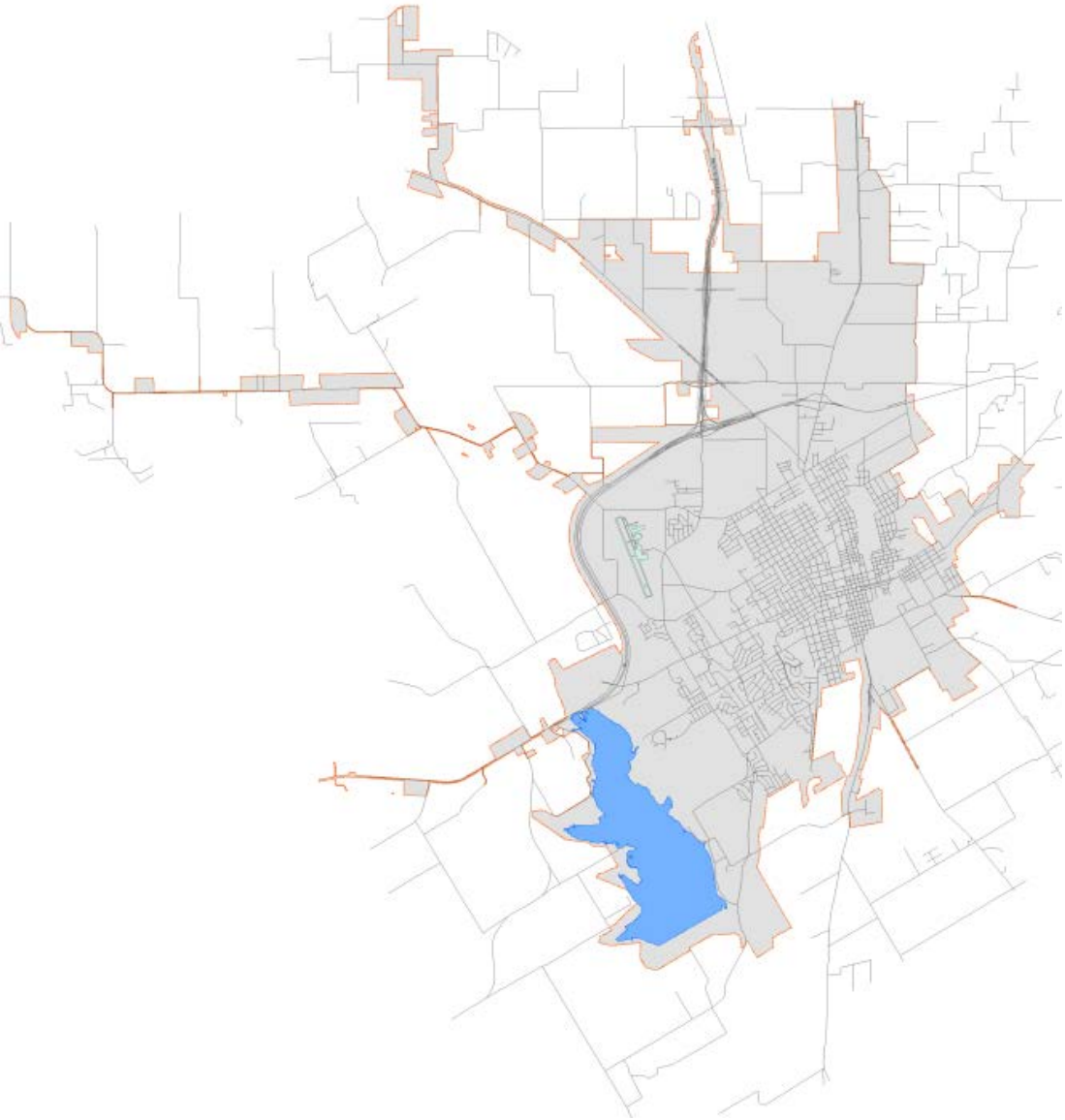
Councilman, District 2
Chris Boedecker

Councilman, District 3
Mike Mann

Mayor Pro Tem
Councilman, District 4
John Warren

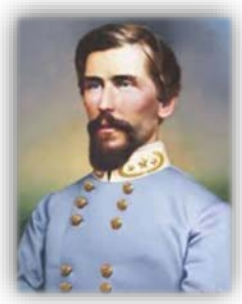

Citizens
City Council
City Attorney
Fritz Quast
Municipal Judge
Michael Kurmes
City Manager
Steve Polasek
Deputy City Manager
Chris Fuller
Communications
Dustin Dangli
Sr. Asst. to City Manager
Denise Jones
Building Maintenance
Conference Center
Police Department
Rob Severance
Animal Services
Patrol
CID
911 Communication
Crime Scene
Records
Code Compliance
Fire Department
Scott Lail
Operations
Ambulance Services
Fire Prevention
Emergency Management
Health
Substandard Housing
Housing
Finance
Troy Lestina
Accounting
Financial Reporting
Budget
Treasury Management
Debt Management
Purchasing
Court
Transportation
Utility Billing
City Secretary
Ivy Peterson
Economic Development
Grady Easdon
Commercial & Retail Development
TIF 1, 2 & 3
CEDF
Airport
Sharlette Wright
Engineering
Cheryl Taylor
Engineering
Gas Well Administration
Human Resources
Debra Powledge
Civil Service
Risk Management
Training
Benefits
Parks and Recreation
Aaron Dobson
Park Operations & Maintenance
Senior Center
Sports Complex
BTW
Splash Station
Golf
Museum
Cemetery
Community Services
Shane Pace
Planning & Zoning
Building Inspections
Public Works
Jeremy Hutt
Water & Wastewater Utilities
Sanitation
Fleet Maintenance
Streets
Information Technology
David Raybuck
Library
Tina Dunham

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.

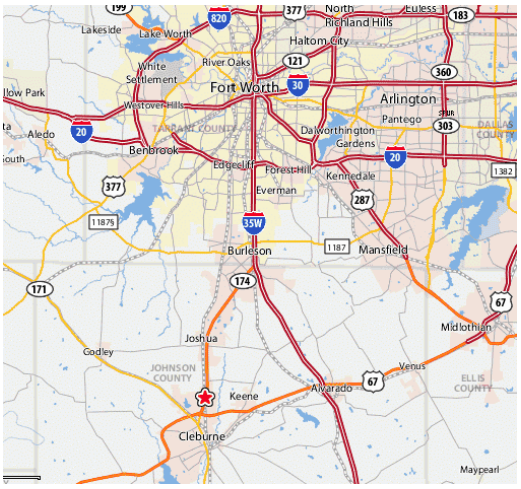
A variety of businesses sprang up during the 1870's and 1880's near the courthouse and market square. There were also several industries engaged in processing and manufacturing, including grist mills, saw mills and brick making.

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.

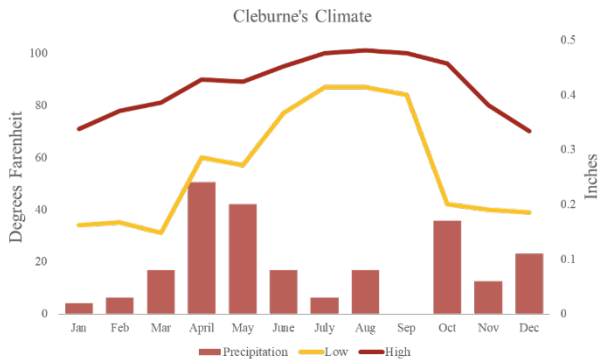
The county seat of Johnson County, Cleburne is 29 miles south of Fort Worth and 55 miles southwest of Dallas. Although Cleburne is located only an hour from DFW Airport, and at the southwest edge of a Metroplex area, we have retained the qualities of a small home town community. Today, manufacturing plants and agriculture still play 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 AT&T Stadium (Arlington), American Airlines Center (Dallas), Fair Park and the Cotton Bowl (Dallas), Globe Life Field (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

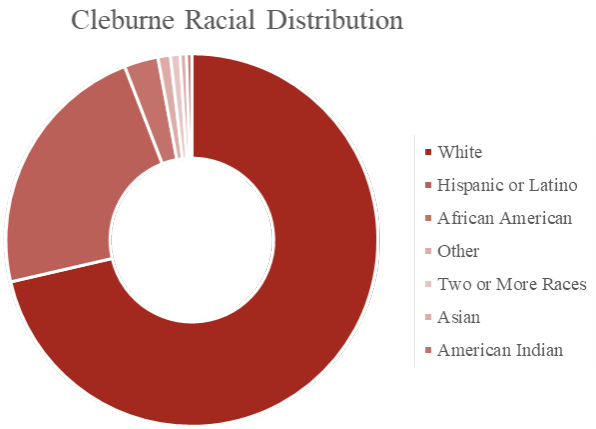
DEMOGRAPHIC AND ECONOMIC INFORMATION

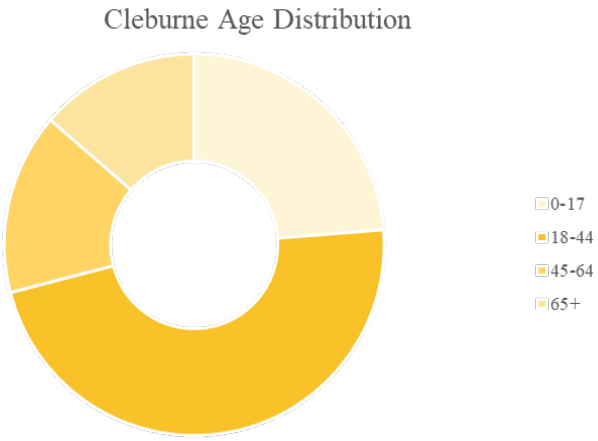
POPULATION

2019 Estimate	30,720
2010 Census	29,337
2019 Median Age	35

ELECTIONS

Number of Registered Voters - City Wide	15,403
Total valid votes cast in FY 2019 elections	746





Budget Message

2020

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 2020 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 March 2019, 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 2020 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 2020 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 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) 2020 Budget, and provides the user of this budget document valuable insight and understanding of the Fiscal Year 2020 financial plan. This budget reflects the key focus points of the philosophy of fiscal responsibility, by lowering 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 132 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, 2019 to September 30, 2020. The budget document is also available on the internet for all citizens via the City website's financial transparency page at 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 4, 2019 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 22, 2019, with the analysis of projected resources for the coming year. At the March 7, 2019 City Council work session, the City Manager presented forecasted revenues for FY 2022, historical budget data and the budget outlook through FY 2020. Base budget operational requests and supplemental/capital project requests were completed by departments, and entered into the City's budget software by April 30, 2019 and May 11, 2019, 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 2019. 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 13, 2019 during a special Budget Workshop. Ordinances for the budget and the tax rate were approved at the September 10, 2019 City Council meeting. See the Management and Budget Policies Section for the complete budget process and calendar used for the Fiscal Year 2020 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 $149,831,281 ($81,657,820 current revenue and $68,173,461 beginning balances). Total expenditures amounted to $88,871,383. This will result in an ending available balance of $32,658,818 in all funds, net of fund balance reserves of $28,301,080, as compared to $27,779,761 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 2019.

The budget has funded 342 full time positions and 126.5 part time and seasonal positions in all departments, as compared to 338 and 126 in the previous year. The adopted fiscal year 2020 budget includes four new full time positions:

Streets Department:

- One (1) Street Maintenance Crew Lead
- One (1) Street Maintenance Heavy Equipment Operator

Parks & Recreation Department:

- One (1) Irrigation Tech
- One (1) Sport Complex Liaison

In addition, a part time position was added to the Information Technology Department. 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 2020 are 66.09% of the General Fund and 20.3% of the Water/Wastewater Fund budget of the total budgeted expenditures as compared to 69.2% and 20.3% last year, respectively. The step plan salary increase of 2.5% is included in this year's budget for compensation adjustments, and a 1.5% cost of living

adjustment. The Texas Municipal Retirement System (TMRS) weighted average contribution rate increased from 15.948% from the FY 2019 budget to 16.1875% for the FY 2020 budget. The contribution rate to firefighter's retirement (FRR) plan was also increased from 22.00% to 22.21% and some plan design changes were adopted to provide to greater future fund stability.

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 $14,427,318. The adopted fund balance policy provides for a 90-day reserve of $9,803,152. This reserve may be used to finance any emergencies, such as the May 2013 tornado. The Fiscal Year 2020 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 $39,757,226, and will be covered by revenues and transfers-in of $37,909,730 and a planned drawdown of $1,847,496 of the projected beginning fund balance of $14,474,318. 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
    - Fire Station Overhead Door Replacements ($87,053)

- Aesthetic Enhancements/Quality of Life Programs
    - Parks master plan update ($115,000)

    - Library Books ($39,802)

Ad valorem taxes for General Fund maintenance and operations will account for $0.632971 (81.86%) of the total tax rate of $0.773206 per $100 valuation, while general debt service will account for $0.140235 (18.14%). The tax rate was lowered from Fiscal Year 2019. The adopted tax rate of $0.773206 is above the calculated effective tax rate of $0.727714, 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 $657,106. The net appraised value, less exemptions for the 2019 tax roll, was $1,947,313,696 compared to $1,781,233,502 for the previous year. This amounted to a 9.33% ($166,080,194) increase in the appraised value of property with 7.54% ($134,285,678) from valuation increases in existing property and the addition of new construction improvements totaling 1.79% ($31,794,516). Included in the assessed value is the taxable value of the City's three tax increment financing districts that total $49,792,521 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 35.03% (35.82% FY 2019) 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 24.19% of revenue (24.90% - FY 2019). The decrease 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 offset by a reduction in franchise fees due to a change in state law. Licenses, Permits and Grants category (1.04% in FY 2020 / 1.06% in FY 2019) is down slightly year over year due to lower anticipated fees in certain permit categories. The Charges for Service category accounts for 23.24% of revenue (21.54% - FY 2019), and there is an increase in ambulance transport revenue. There is also additional revenue forecasted in the Transfer Station, due to greater use of the facility.

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 $1,527,351 including a $32,214 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 5.5% of the 7% total; this 5.5% 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 $425,000, with expenditures of $551,368 in the following areas: $329,868 to the Cleburne Chamber of Commerce, $91,500 for City promotions, $20,000 for Chisholm Trail museum promotion, $10,000 for Mariachi Festival and a LED monument sign $100,000. The ending fund balance is projected to be $287,668, due to a drawdown of fund balance to fund the FY 2020 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 171,361 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: $90,000 – passenger fares, $1,162,145 - federal and state grant revenue, $119,404 - County and City contributions and General Fund subsidy transfer). Expenditures are estimated at $1,420,387, 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
    - Sports Complex Equipment/Improvements ($365,000)
    - Splash Station Improvements ($278,000)
    - Railroad Museum Improvements ($225,000)

Also included is the FY 2019 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 $3,027,500, 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 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 $1,092,800, 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 $18,972,015 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 $13,726,035 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 $17,094,471 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 2020, sales tax revenues are budgeted at $3,027,500 and the annual debt service payment for both the Series 2016 GO Taxable bonds and the Series 2016 Sales Tax Revenue Bonds is $2,453,755.

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)
- 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
  - Community investment funding ($50,000)

- Aesthetic Enhancements/Quality of Life Programs
  - Railroad museum design ($410,000)

  - Parks master plan update ($35,000)

- Public Infrastructure Enhancements
  - Street repair program – current and future years ($2,550,000)

The top priority of City Council in Fiscal Year 2020 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 $2,496,766. Fiscal Year 2020 major purchases include the replacement of two police motorcycle patrol units ($79,830), two replacement police patrol units ($90,300), a replacement quint ($991,640), three trucks ($154,618) and a replacement brush truck ($160,000) for the Fire Department, and a replacement dump truck for Streets ($82,000), and a replacement crane carrier sanitation truck ($330,000) with

$92,654 as a reserve for fire defibrillators. This will result in an anticipated ending balance of available funds in the amount of $1,573,063 at September 30, 2020.

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 $2,586,000 for principal, interest and paying agent fee payments during Fiscal Year 2020. At October 1, 2019, the outstanding balance of all five ad valorem tax supported issues is $7,930,532 and the outstanding balance of the three sales tax supported issues is $41,370,000. The 2016 General Obligation Taxable Bonds, with a balance of $23,855,000 and the 2016 Type A Economic Development Corporation Sales Tax Revenue Bonds (outstanding balance - $5,910,000) 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 - $11,605,000) 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 $0.140235 or 18.14% of the current tax rate of $0.773206 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 2020 debt portion of the tax rate ($0.140235) is 9.35% of the permissible debt service allocation, and the current tax rate of $0.773206 per $100 valuation is 30.93% of the $2.50 per $100 valuation limit.

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

Year	Title	Original Issue	Balance 10-01-2019
2010	General Obligation Refunding Bonds	5,848,413	4,080,532
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
	SUB-TOTAL AD VALOREM TAX SUPPORTED	10,903,413	7,930,532
2016	General Obligation Taxable Bonds (4A Corporation sales tax supported)	24,875,000	23,885,000
2016	Type A Economic Development Corporation Sales Tax Revenue Bonds, Series 2016	6,450,000	5,910,000
2017	Refunding Certificates of Obligation (4B Corporation sales tax supported)	12,985,000	11,605,000
	SUB-TOTAL SELF-SUPPORTED SALES TAX DEBT	44,310,000	41,400,000

	TOTAL	$ 55,213,413	$ 49,300,532

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 $8,480,228 for the year for the repayment of principal and interest. The outstanding balance at October 1, 2019 of all eight debt issues is $53,915,000 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 10-01-2019
2009A	Water & Sewer Revenue Bonds	1,180,000	725,000
2009B	Water & Sewer Revenue Bonds	4,750,000	2,955,000
2010	Water & Sewer Revenue Bonds	14,500,000	8,655,000
2010	Water & Sewer Refunding Bonds	4,860,000	2,320,000
2013	Water & Sewer Revenue Bonds	2,380,000	1,780,000
2013	Combination Tax & Revenue Certificates of Obligation	8,430,000	7,560,000
2013	Combination Tax & Revenue Refunding Bonds	37,390,000	23,830,000
2015	Combination Tax & Revenue Certificates of Obligation (revenue portion)	6,685,000	6,090,000
	TOTAL	$ 80,175,000	$ 53,915,000

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 $22,910,812. Current operating expenses for the Water/Wastewater Fund are estimated at $14,469,525, excluding $112,515 in one-time capital equipment expenses and $1,733,763 in water/wastewater system improvements. Debt service interest payments and fiscal fees relating to the debt issuance of $2,400,228 are also included in this budget. Additionally, debt service principal payments of $6,080,000 and a $2,711,000 reimbursement for General Fund administrative services is included in this budget.

The Fiscal Year 2020 ending unreserved cash balance of the fund is estimated at $8,856,113, and the Water/Wastewater Rate Mitigation Reserve ending balance is estimated at $3,041,000. 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 $1,622,639 at fiscal year-end. The TWDB payment reserve will have a balance of $593,500. 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 $19,356,113 or 488 days (including the capital reserve and contingency reserve). This is excluding the rate mitigation fund with available cash of $3,041,000 that could provide an additional 77 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)
    - Waterline Replacement Program ($750,000)
    - Water Clarifier Replacement ($432,000)

There is a water and wastewater base charge increase included in this year's budget. The current water base charge for FY 2020 is $22.87 per month for ¾" meters, $28.74 for 1" meters and $45.47 for meters 1 ½" and larger and the water rate per 1,000 gallons is $6.00 and current wastewater base charge is $14.08 per month with the rate per gallon up to 13,500 gallons is $3.86 with a residential maximum of $66.19 and unlimited for commercial customers. Water revenues are budgeted to decrease 1.8% from the FY 2019 budget of $13,402,800 in the prior year budget to $13,157,545, as the budget is a reflection of minimum water usage volume. Also, wastewater revenue is projected to increase 5.6 % from the FY 2018 budget of $8,302,000 to $8,767,267, as there is $1.50 per month base charge increase per customer. 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 2019 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 $717,925. The other major source of revenue for the fund is hangar rental ($194,620). There is $20,000 budgeted for mineral and lease royalty revenue, which is a decrease 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 $1,301,429 including a net total transfer of $135,648 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 $640,120, 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 $907,186 with the majority of expenditures for major drainage projects ($578,000). The ending fund balance is estimated to be $1,147,433.

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. OR09-2019-51

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, 2019 THROUGH SEPTEMBER 30, 2020; PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year October 1, 2019 to September 30, 2020 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 13, 2019; 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, 2019;

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 2020, 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, 2020; 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, 2019, and ending September 30, 2020, 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, 2019 and ending September 30, 2020.

SECTION TWO. The appropriation amounts for the fiscal year 2020 budget for the different funds of the City of Cleburne, Texas are hereby fixed as follows:

General Fund	$39,757,226
Water/Wastewater Fund	$24,071,235
General Debt Service Fund	$ 3,615,525
4B Sales Tax Fund	$ 3,526,226
Airport Fund	$ 1,301,429
Drainage Utility Fund	$ 1,019,700
4A Corporation Sales Tax Fund	$ 2,597,773

SECTION THREE. This Ordinance shall be passed and it shall have effect and be in full force from October 1, 2019 forward.

PASSED AND APPROVED this the 10th day of September, 2019 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: _____
Scott Cain, Mayor

ATTEST:

_____
Ivy Peterson, City Secretary

or5 - adopt fy2020 budget ordinance

ORDINANCE

NO. OR09-2019-52

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS SETTING THE 2019 AD VALOREM TAX RATE AT A $0.773206 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 2020 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, 2019 and ending September 30, 2020, and

WHEREAS, the City Council finds that an ad valorem tax for the tax year 2019, hereinafter levied for current expenses of the City should be levied to provide the revenue requirements of the budget for the Fiscal Year 2020; 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 2019 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 $.773206 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 Fiscal Year 2020. 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 $0.140235 and the maintenance and operations (General Fund) portion of the tax rate is levied at $0.632971.

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)(1): 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 7.15 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $16.17."

SECTION THREE. That taxes levied by this ordinance shall be due and payable on the first day of October 2019, and shall become delinquent on the first day of February 2020, 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 2020. 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. The City Council passed and approved this Ordinance with a vote of 4 to 1 (4 ayes and 1 nay).

SECTION FIVE. This Ordinance shall become effective and be in full force from October 1, 2019 forward, and it is so ordained.

PASSED AND APPROVED this the 10th day of September, 2019 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: _____
Scott Cain, Mayor

CITY OF CLEBURNE TEXAS

ATTEST:

_____
Ivy Peterson, City Secretary

or6 - adopt 2019 tax rate ordinance

Budget Summary

2020

City of Cleburne
Budget Summary

- The FY 2020 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 2020 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 $148,208,607

- Expenditures include personnel costs, supplies, equipment, contractual services, debt service, and capital improvements.
  - Expenditures and disbursements are projected to be $88,871,383

- 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 2020

FINANCIAL	
OPERATING BUDGET	
General Fund (Government Services)	$ 41,645,614
Enterprise Funds (Utilities)	26,632,364
Debt Service Fund (Principal & Interest on Debt)	3,615,525
Special Revenue Fund (Specific Projects)	12,452,455
Capital Projects Funds	4,525,425
TOTAL	88,871,383
BONDED INDEBTEDNESS	
General Obligation Bonds (Partially Self-Supported), Section E	49,300,532
Bond Ratings: **Moody's:** Aa 3 **Standard & Poor's:** AA **Fitch:** AA-	
Water and Sewer Bonds, Section H	53,915,000
Bond Ratings: **Moody's:** Aa 3 **Standard & Poor's:** AA- **Fitch:** AA-	
EMPLOYEES	
MUNICIPAL EMPLOYEES (Fiscal Year 2019 had 338 Positions)	
Uniformed (Police & Fire)	120
Technical/Skill Labor	143
Management/Clerical	79
TOTAL FULL TIME EMPLOYEES	342
DEPARTMENTAL ACTIVITIES	
AIRPORT	
Airport Arrivals & Departures/Year	33,215
CEMETERIES	
Cemetery Sites (Developed Acres)	101
Cemetery Sites (Undeveloped Acres)	30
Grave Spaces Sold	116
CITY SECRETARY'S OFFICE	
Agenda packets prepared for Council, Directors and Press	36
Official documents scanned, indexed and filed	7,500
Elections held	1
Property leins/releases processed	185
Open records requests processed	1,000
CIVIC CENTER	
Events Held	1,175

DEPARTMENTAL ACTIVITIES (CONTINUED)

COMMUNITY DEVELOPMENT	
Building Permits Issued (thru September 2019)	572
Building Standards Inspections	215
Food Service Establishments Inspections	339
Average Number of Houses Per Residential Sanitation Route	800
Tons of Waste Transferred	12,581
Animal Control Service Calls	1,658
HUMAN RESOURCES	
Training Hours Per Employee	7
INFORMATION TECHNOLOGY	
Number of Helpdesk Requests	2,118
LIBRARY	
Circulation	126,000
PARKS AND RECREATION	
Park Sites	17
Public rounds of golf played	25,926
Basketball Courts	76
Swimming Pool Visitors	42,864
PLANNING	
Plats Reviewed	60
Development Applications Reviewed	145
PUBLIC SAFETY	
Calls for Service - Police	49,186
Arrests	1,566
Traffic Citations Issued	6,061
Response Time after Dispatch (Minutes)	
Police	4:35
Fire & Squad #1 Emergency Medical	4:29
SUPPORT SERVICES	
Number of Vehicles and Equipment Maintained	126

Summary of Personnel by Department

(Full Time and Part Time Positions)

		FY 2018 Actual			FY 2019 Actual			FY 2020 Budget		
	Department	Full	Part	Seasonal/ Temp	Full	Part	Seasonal/ Temp	Full	Part	Seasonal/ Temp
0131	City Council	0	0	0	0	0	0	0	0	0
0132	City Manager	3.5	0	0	3.5	0	0	3.5	0	0
0133	City Attorney	0	0	0	0	0	0	0	0	0
0134	City Secretary	5	1	0	5	1	0	5	1	0
0135	Finance	6	0	0	6	0	0	6	0	0
0136	Human Resources	5	0	0	5	0	0	5	0	0
0137	Municipal Court	3.65	0	0	3.65	0	0	3.65	0	0
0138	Information Technology	5	0	0	5	0	0	5	0	0.5
0139	Non-Departmental	0	0	0	0	0	0	0	0	0
0140	Economic Development	1	0	0	1	0	0	1	0	0
0141	Police Services	73	1	0	74	1	0	74	1	0
0142	Code Compliance	0	0	0	2	0	0	2	0	0
0143	Animal Services	4	1	0	4	1	0	4	1	0
0146	Ambulance Services	0	0	0	0	0	0	0	0	0
0147	Fire Services	66	0	0	66	0	0	66	0	0
0148	Health	5	0	0	3	0	0	3	0	0
0150	Community Recreation Center	1.5	4	0	1.5	4	0	1.5	4	0
0152	Cemetery	4	0	0	4	0	0	4	0	0
0153	Parks and Recreation	8	1	0	9	0	0	9.25	0	0
0155	Municipal Golf	8	5	3	8	5	3	8	5	3
0156	Municipal Swimming Pools	2	2	90	2	2	90	2	2	90
0157	Sports Complex	6	0	0	6	0	0	7.75	0	0
0161	Building Services	3.5	0	0	3.5	0	0	3.5	0	0
0162	Civic Center	0	0	0	0	0	0	0	0	0
0163	Library	6	1	0	6	2	0	6	2	0
0165	Museum	2.5	0	0	2.5	0	0	2.5	0	0
0167	Railroad Museum	0.5	0	0	0.5	1	0	0.5	1	0
0171	Public Works	2	0	0	1.5	0	0	1.5	0	0
0172	Engineering	2	0	0	2.5	0	0	2.5	0	0
0174	Planning & Zoning	2	1	0	2	1	0	2	1	0
0176	Inspections	5	0	0	5	0	0	5	0	0
0177	Gas Well Administration	3	0	0	3	0	0	3	0	0
0178	Fleet Maintenance	4	0	0	4	0	0	4	0	0
0179	Street Maintenance	11	0	0	12	0	0	14	0	0
0191	Sanitation	12	0	0	12	0	0	12	0	0
SUBTOTAL - General Fund		260.15	17	93	263.15	18	93	267.15	18	93.5
6039	Water/WWater Non-Depart.	2.5	0	0	2.5	0	0	2.5	0	0
6081	Utility Billing & Revenue	7	0	0	7	0	0	7	0	0
6083	Water Distribution	11	0	0	11	0	0	11	0	0
6084	Water Treatment	13	0	0	13	0	0	13	0	0
6096	Wastewater Collection	9	0	0	9	0	0	9	0	0
6097	Wastewater Treatment	14	0	0	14	0	0	14	0	0
6154	Airport Fund	3	2	0	3	2	0	3	2	0
SUBTOTAL - Enterprise Funds		59.5	2	0	59.5	2	0	59.5	2	0
0668	Housing	2	0	0	2	0	0	2	0	0
0859	Cletran	13	11	0	13	11	0	13	11	0
3941	Grant Fund - Police	0	0	0	0	0	0	0	0	0
3991	Grant Fund - Sanitation	0	0	0	0	0	0	0	0	0
5037	Truancy Prevention Fund	0.35	0	0	0.35	0	0	0.35	0	0
8165	Museum Board Fund	0	0	1	0	0	1	0	0	1
8265	Museum Donation Fund	0	0	1	0	0	1	0	0	1
SUBTOTAL - Special Funds		15.35	11	2	15.35	11	2	15.35	11	2
GRAND TOTAL		335	30	95	338	31	95	342	31	95.5

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

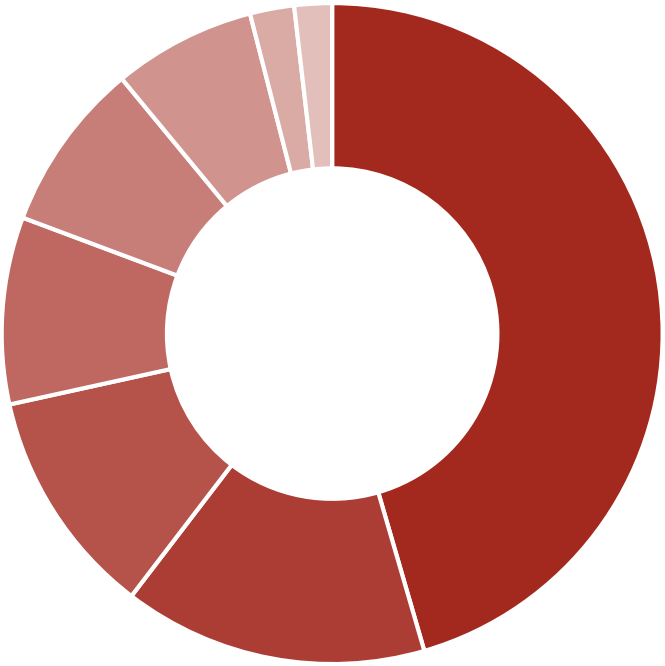
Summary of Receipts & Disbursements

FY 2020

	General & Vehicle Replacement Funds	Special Revenue Funds	Debt Service Fund	Enterprise Funds	Capital Project Funds	Total All Fund Types
Revenues	$ 33,902,332	$ 11,369,631	$ 2,947,643	$ 24,541,977	$ 60,000	$ 72,821,583
Transfers In	5,064,737	241,266	910,425	739,384	1,880,425	8,836,237
Total Revenues & Transfers In	38,967,069	11,610,897	3,858,068	25,281,361	1,940,425	81,657,820
Expenditures	40,703,790	9,808,339	3,615,525	22,862,492	3,045,000	80,035,146
Transfers Out	941,824	2,644,116	-	3,769,872	1,480,425	8,836,237
Total All Expenditures & Transfers Out	41,645,614	12,452,455	3,615,525	26,632,364	4,525,425	88,871,383
Revenues Over/(Under) Expenditures	(2,678,545)	(841,558)	242,543	(1,351,003)	(2,585,000)	(7,213,563)
Beginning Fund Balance	18,771,579	13,807,348	1,636,443	29,454,929	4,503,162	68,173,461
Reserves of Fund Balance	(10,145,806)	(273,200)	(1,878,986)	(15,757,139)	(245,949)	(28,301,080)
Ending Fund Balance	$ 5,947,228	$ 12,692,590	$ -	$ 12,346,787	$ 1,672,213	$ 32,658,818

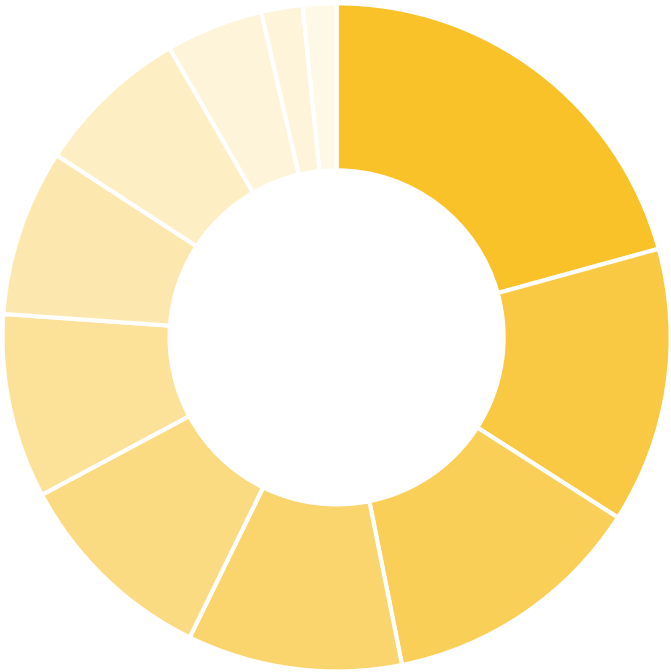
Current Revenue, Expenditures & Capital

Current Revenue and Existing Funds $149,831,282



- Existing Funds $68,173,461
- Water & Wastewater Sales $22,309,812
- Property Tax $16,731,917
- License, Fees, Fines, & Miscellaneous $13,704,635
- Sales Tax & Hotel Tax $12,458,000
- Charges for Service $10,460,347
- Franchise Fees $3,236,000
- Intergovernmental $2,757,110

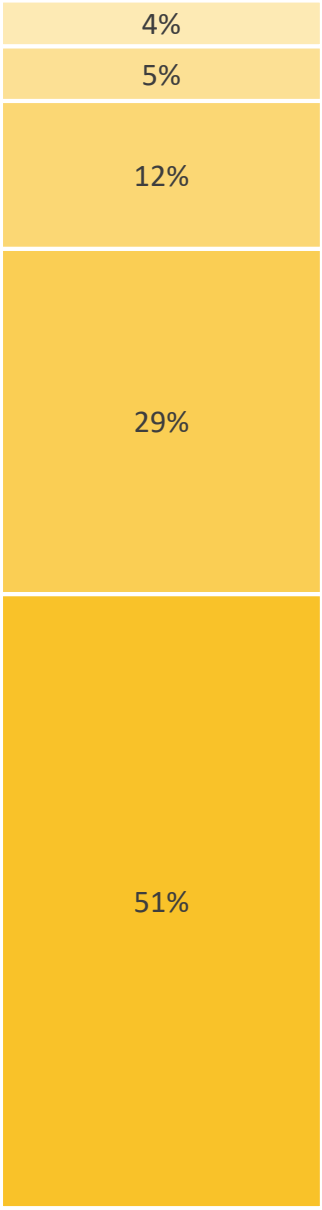
Current Expenditures and Transfers Out $88,871,383



- Public Safety $18,420,276
- Enterprise Fund Operations $11,854,986
- Public Services $11,372,503
- Water-Wastewater Debt Service $9,230,228
- Interfund Transfers $8,836,237
- Public Works $7,932,750
- General Obligation Debt Service $7,166,080
- General Government $6,647,310
- Sanitation $4,189,925
- Enterprise Fund Capital Improvements $1,777,278
- Governmental Capital Improvements $1,443,810

Current Expenditures by Fund $80,035,146

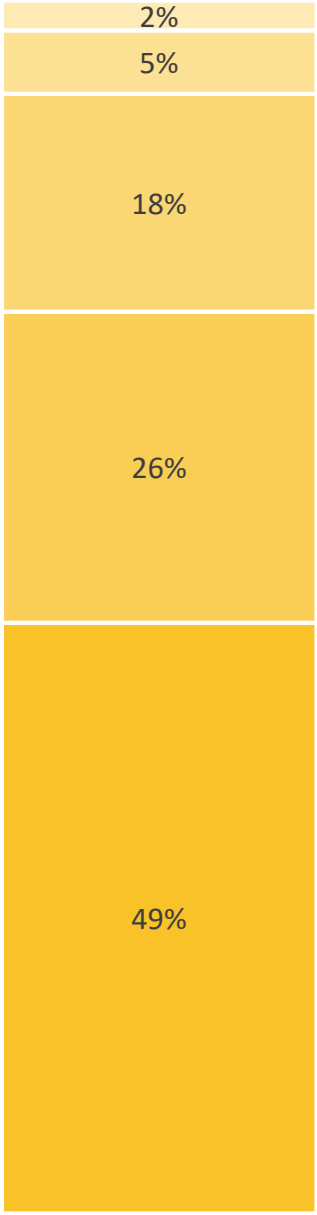
- Capital Projects Fund $3,045,000
- Debt Service Fund $3,615,525
- Special Revenue Fund $9,808,339
- Enterprise Fund $22,862,492
- General Fund $40,703,790



$80,035,146

Current Capital Expenditures $7,030,041

- Miscellaneous Capital $173,000
- Capital Street Improvements $366,395
- Capital Water-Wastewater Line & Drainage Improvements $1,262,998
- Capital Facilities & Improvements $1,802,951



$7,030,041

CITY OF CLEBURNE

GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND

Summary of Receipts & Disbursements

FY 2020

	General Fund		Special Revenue Funds		
	General Operating Fund 01	Vehicle Replacement Fund 03	HUD Housing Fund 06	Cleburne Transit System Fund 08	4A Corporation Fund 17
Revenue:					
Taxes - Property	$ 13,278,365	$ -	$ -	$ -	$ -
Taxes - Non Property	9,171,000	-	-	-	3,027,500
License & Fees	357,908	-	-	-	-
Intergovernmental	35,038	-	1,489,137	1,172,945	-
Charges for Service	8,811,682	-	-	90,000	-
Fines	752,500	-	-	-	-
Miscellaneous	438,500	1,057,339	6,000	120,404	60,000
Use of Available Fund Balance	-	-	-	-	-
Total Revenues	32,844,993	1,057,339	1,495,137	1,383,349	3,087,500
Expenditures:					
General Government	6,442,310	-	-	-	-
Public Safety	16,874,458	1,476,388	-	-	-
Public Service	6,212,169	-	1,527,351	1,419,336	119,018
Public Works	3,982,730	82,000	-	-	-
Sanitation	3,859,925	330,000	-	-	-
Capital Expenditures	1,443,810	-	-	-	-
Debt Service:					
Principal Retirement	-	-	-	-	1,305,000
Interest and Fiscal Fees	-	-	-	-	1,148,755
Total Expenditures	38,815,402	1,888,388	1,527,351	1,419,336	2,572,773
Other Financing Sources (Uses):					
Bond Proceeds	-	-	-	-	-
Transfers In	5,064,737	-	32,214	-	-
Transfers Out	(941,824)	-	-	(1,051)	(25,000)
Total Other Financing Sources (Uses)	4,122,913	-	32,214	(1,051)	(25,000)
Excess of Revenues and Other Sources Over/Under Expenditures and Other Uses	(1,847,496)	(831,049)	-	(37,038)	489,727
Beginning Fund Balance	16,274,814	2,496,766	-	293,398	4,712,129
Reserves of Fund Balance	(10,053,152)	(92,654)	-	-	-
Use of Available Fund Balance	-	-	-	-	-
Ending Unreserved Fund Balance	$ 4,374,166	$ 1,573,063	$ -	$ 256,360	$ 5,201,856

CITY OF CLEBURNE

GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND

Summary of Receipts & Disbursements

FY 2020

Special Revenue Funds (Continued)		Debt Service	Capital Projects	Total Funds
4B Sales Tax Fund 09	All Other Special Revenue Funds Combined	General Debt Service Fund 02	Capital Project Funds Funds 53 & 55	Total Funds
$ -	$ 540,909	$ 2,912,643	$ -	$ 16,731,917
3,027,500	468,000	-	-	15,694,000
-	1,096,500	-	-	1,454,408
-	9,990	-	-	2,707,110
-	9,000	-	-	8,910,682
-	64,834	-	-	817,334
55,000	131,913	35,000	60,000	1,964,156
-	-	-	-	-
3,082,500	2,321,146	2,947,643	60,000	48,279,607
-	155,000	9,100	50,000	6,656,410
-	69,430	75,000	-	18,495,276
1,035,361	614,268	-	445,000	11,372,503
-	1,318,020	65,000.00	2,550,000	7,997,750
-	-	-	-	4,189,925
-	-	-	-	1,443,810
735,000	-	2,611,312	-	4,651,312
361,800	-	855,113	-	2,365,668
2,132,161	2,156,718	3,615,525	3,045,000	57,172,654
-	-	-	-	-
-	209,052	910,425	1,880,425	8,096,853
(1,394,065)	(1,224,000)	-	(1,480,425)	(5,066,365)
(1,394,065)	(1,014,948)	910,425	400,000	3,030,488
(443,726)	(850,520)	242,543	(2,585,000)	(5,862,559)
3,328,468	5,473,353	1,636,443	4,503,162	38,718,533
(273,200)	-	-	(245,949)	(10,664,955)
-	-	-	-	-
$ 2,611,542	$ 4,622,833	$ 1,878,986	$ 1,672,213	$ 22,191,019

CITY OF CLEBURNE

ALL ENTERPRISE FUNDS

Summary of Receipts & Disbursements

FY 2020

	Water and Wastewater Utilities Operating Fund 60	Other Water and Wastewater Bond Fund 76	Airport Fund Fund 61	Drainage Utility Fund 63	Total Enterprise Funds
Revenues					
Charges for Service	$ 22,309,812	$ -	$ 934,545	$ 615,120	$ 23,859,477
Intergovernmental	-	-	50,000	-	50,000
Interest & Non-Operating Income	601,000	4,000	1,000	25,000	631,000
Total Operating Revenues	22,910,812	4,000	985,545	640,120	24,540,477
Expenditures					
Salaries	2,935,204	-	182,531	40,000	3,157,735
Benefits	1,405,080	-	86,391	-	1,491,471
Supplies	1,703,345	-	30,267	15,800	1,749,412
Maintenance - Building	438,800	-	89,388	200,000	728,188
Maintenance - Equipment	699,122	-	56,075	22,425	777,622
Services	3,041,468	-	658,129	250,961	3,950,558
Capital	1,096,278	240,000	63,000	378,000	1,777,278
Total Operating Expenditures	11,319,297	240,000	1,165,781	907,186	13,632,264
Debt Service					
Principal	6,080,000	-	-	-	6,080,000
Interest and Fiscal Fees	3,150,228	-	-	-	3,150,228
Total Debt Service Expenditures	9,230,228	-	-	-	9,230,228
Total Expenditures	20,549,525	240,000	1,165,781	907,186	22,862,492
Transfers					
Transfer In	425,000	-	315,884	-	740,884
Transfer Out	(3,521,710)	-	(135,648)	(112,514)	(3,769,872)
Total Transfers	(3,096,710)	-	180,236	(112,514)	(3,028,988)
Excess of Revenues Over/Under Expenditures	(735,423)	(236,000)	-	(379,580)	(1,351,003)
Beginning Fund Balance	25,348,676	2,579,240	-	1,527,013	29,454,929
Reserves of Fund Balance	(15,757,139)	-	-	-	(15,757,139)
Ending Fund Balance	$ 8,856,114	$ 2,343,240	$ -	$ 1,147,433	$ 12,346,787

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
FY 2020

	General & Vehicle Replacement Fund			Special Revenue Funds		
	Funds 01 & 03			Funds 9 & 17		
	Actual FY 2018	Estimate FY 2019	Budget FY 2020	Actual FY 2018	Estimate FY 2019	Budget FY 2020
Revenue						
Taxes - Property	$ 12,190,787	$ 12,632,016	$ 13,278,365	$ 471,994	$ 489,737	$ 540,909
Taxes - Non Property	9,257,188	9,348,885	9,171,000	6,613,475	6,599,509	6,523,000
License & Fees	439,812	340,089	357,908	1,370,516	1,092,824	1,096,500
Intergovernmental	254,254	159,384	35,038	2,294,410	2,694,417	2,672,072
Charges for Services	8,050,065	8,498,962	8,811,682	87,915	99,000	99,000
Fines	744,052	752,580	752,500	81,513	67,645	64,834
Miscellaneous	1,731,997	1,687,961	1,495,839	676,272	694,957	373,317
Sale of Assets	53,341	-	-	35,854	-	-
Total Revenue	$ 32,668,155	$ 33,419,877	$ 33,902,332	$ 11,631,949	$ 11,738,089	$ 11,369,632
Expenditures - Governmental						
General Government	5,300,683	5,828,892	6,442,310	-	-	155,000
Public Safety	15,785,477	16,335,727	18,350,846	81,807	72,745	69,430
Public Service	5,182,147	5,770,357	6,212,169	3,404,487	3,839,029	4,715,334
Public Works	2,910,066	3,317,124	4,064,730	190,396	33,463	1,318,020
Sanitation	3,720,171	3,689,584	4,189,925	-	-	-
Capital Expenditures	585,931	806,060	1,443,810	136,825	599,843	-
Expenditures - Enterprise						
Personnel	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-
Contractual Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Debt Service						
Principal Payments	-	-	-	945,000	1,965,000	2,040,000
Interest & Fees	-	-	-	1,612,480	1,583,464	1,510,555
Total Expenditures	$ 33,484,475	$ 35,747,744	$ 40,703,790	$ 6,370,995	$ 8,093,544	$ 9,808,339
Excess Revenue Over/(Under) Expenditures	(816,320)	(2,327,867)	(6,801,458)	5,260,954	3,644,545	1,561,293
Other Financing Sources / (Uses)						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	4,776,194	4,759,784	5,064,737	-	47,021	241,266
Operating Transfers (Out)	(783,274)	(928,565)	(941,824)	(2,494,843)	(2,341,555)	(2,644,116)
Total Other Sources / (Uses)	$ 3,992,920	$ 3,831,219	$ 4,122,913	$ (2,494,843)	$ (2,294,534)	$ (2,402,850)
Beginning Fund Balance	14,038,287	17,268,228	18,771,580	9,691,226	12,457,337	13,807,348
Projection Reserve	(9,046,605)	(10,179,013)	(10,145,806)	(281,745)	(272,900)	(273,200)
Projected Unreserved Ending Fund Balance	$ 8,168,282	$ 8,592,567	$ 5,947,229	$ 12,175,592	$ 13,534,448	$ 12,692,591
Change In Fund Balance			$ (2,645,338)			$ (841,857)
% Change			-69.05%			36.69%
			(1)			(2)

(1) Decrease in Unreserved Fund Balance for the General & Vehicle Replacement Fund is due to equipment replacement, planned acquisition of an aerial ladder fire truck and salaries and benefits.
(2) The decrease in Unreserved Fund Balance for Combined Special Revenue Funds is a result of the decrease to net operating revenue and and increase in expenditures.

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
FY 2020

	Debt Service Funds			General Capital Project Funds		
	Actual FY 2018	Estimate FY 2019	Budget FY 2020	Actual FY 2018	Estimate FY 2019	Budget FY 2020
Revenue						
Taxes - Property	$ 2,900,627	$ 2,946,803	$ 2,912,643	$ -	$ -	$ -
Taxes - Non Property	-	-	-	-	-	-
License & Fees	-	-	-	-	-	-
Intergovernmental	-	-	-	191,760	-	-
Charges for Services	-	-	-	-	-	-
Fines	-	-	-	-	-	-
Miscellaneous	23,903	40,000	35,000	150,839	212,517	60,000
Sale of Assets	-	-	-	-	-	-
Total Revenue	$ 2,924,530	$ 2,986,803	$ 2,947,643	$ 342,599	$ 212,517	$ 60,000
Expenditures - Governmental						
General Government	-	-	-	25,000	50,000	50,000
Public Safety	-	-	-	-	-	-
Public Service	-	-	-	115,714	15,500	445,000
Public Works	-	-	-	631,233	5,420,404	2,550,000
Sanitation	-	-	-	-	-	-
Capital Expenditures	-	-	-	-	-	-
Expenditures - Enterprise						
Personnel	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-
Contractual Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Debt Service						
Principal Payments	3,058,452	2,938,462	2,611,312	-	-	-
Interest & Fees	442,644	567,125	1,004,213	-	-	-
Total Expenditures	$ 3,501,096	$ 3,505,587	$ 3,615,525	$ 771,947	$ 5,485,904	$ 3,045,000
Excess Revenue Over/(Under) Expenditures	(576,566)	(518,784)	(667,882)	(429,348)	(5,273,387)	(2,985,000)
Other Financing Sources / (Uses)						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	880,424	880,424	910,425	2,127,197	1,880,425	1,880,425
Operating Transfers (Out)	-	-	-	(1,471,078)	(880,424)	(1,480,425)
Total Other Sources / (Uses)	$ 880,424	$ 880,424	$ 910,425	$ 656,119	$ 1,000,001	$ 400,000
Beginning Fund Balance	970,945	1,274,803	1,636,443	8,549,777	8,776,548	4,503,162
Projection Reserve	-	-	-	(13,826)	(245,949)	(245,949)
Projected Unreserved Ending Fund Balance	$ 1,274,803	$ 1,636,443	$ 1,878,986	$ 8,762,722	$ 4,257,213	$ 1,672,213
Change In Fund Balance			$ 242,543			$ (600,001)
% Change			27.55%			-60.00%
			(3)			(4)

(3) All Fund Balance in this fund is reserved for the payment of debt service. Reserved Fund Balances are projected to increase in FY 20 due to a increase in Transfer In.

(4) The decrease in Ending Unreserved Fund Balance is due to increased capital project expenditures budgeted and increased transfers to other funds for capital projects.

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
FY 2020

	Enterprise Funds & Revenue Capital Projects			Total All Funds		
	Actual FY 2018	Estimate FY 2019	Budget FY 2020	Actual FY 2018	Estimate FY 2019	Budget FY 2020
Revenue						
Taxes - Property	$ -	$ -	$ -	$ 15,563,408	$ 16,068,556	$ 16,731,917
Taxes - Non Property	-	-	-	15,870,663	15,948,394	15,694,000
License & Fees	-	-	-	1,810,328	1,432,913	1,454,408
Intergovernmental	20,738	41,616	50,000	2,761,162	2,895,417	2,757,110
Charges for Services	24,609,268	23,548,520	23,859,477	32,747,248	32,146,482	32,770,159
Fines	-	-	-	825,565	820,225	817,334
Miscellaneous	484,049	735,615	632,500	3,067,060	3,371,050	2,596,656
Sale of Assets	13,208	-	-	102,403	-	-
Total Revenue	$ 25,127,263	$ 24,325,751	$ 24,541,977	$ 72,747,837	$ 72,683,037	$ 72,821,584
Expenditures - Governmental						
General Government	-	-	-	5,325,683	5,878,892	6,647,310
Public Safety	-	-	-	15,867,284	16,408,472	18,420,276
Public Service	-	-	-	8,702,348	9,624,886	11,372,503
Public Works	-	-	-	3,731,695	8,770,991	7,932,750
Sanitation	-	-	-	3,720,171	3,689,584	4,189,925
Capital Expenditures	-	-	-	722,756	1,405,903	1,443,810
Expenditures - Enterprise						
Personnel	4,479,352	4,495,462	4,649,206	4,479,352	4,495,462	4,649,206
Materials & Supplies	2,255,876	3,308,669	3,255,222	2,255,876	3,308,669	3,255,222
Contractual Services	2,816,444	2,832,640	3,950,558	2,816,444	2,832,640	3,950,558
Capital	1,111,257	467,913	1,777,278	1,111,257	467,913	1,777,278
Debt Service						
Principal Payments	4,515,000	4,830,000	6,080,000	8,518,452	9,733,462	10,731,312
Interest & Fees	2,388,575	2,265,339	3,150,228	4,443,699	4,415,928	5,664,996
Total Expenditures	$ 17,566,504	$ 18,200,023	$ 22,862,492	$ 61,695,017	$ 71,032,802	$ 80,035,146
Excess Revenue Over/(Under) Expenditures	7,560,759	6,125,728	1,679,485	11,052,820	1,650,235	(7,213,562)
Other Financing Sources / (Uses)						
Bond Proceeds	-	-	-	-	-	-
Operating Transfers In	493,000	242,375	739,384	8,276,815	7,810,029	8,836,237
Operating Transfers (Out)	(3,772,067)	(3,737,470)	(3,769,872)	(8,521,262)	(7,888,014)	(8,836,237)
Total Other Sources / (Uses)	$ (3,279,067)	$ (3,495,095)	$ (3,030,488)	$ (244,447)	$ (77,985)	$ -
Beginning Fund Balance	19,963,364	24,245,056	29,454,929	53,213,599	64,021,972	68,173,462
Projection Reserve	(15,564,654)	(15,693,499)	(15,757,139)	(24,906,830)	(26,391,361)	(26,422,094)
Projected Unreserved Ending Fund Balance	$ 8,680,402	$ 11,182,190	$ 12,346,787	$ 39,115,142	$ 39,202,861	$ 34,537,806
Change In Fund Balance			$ 464,607			$ 77,985
% Change			-13.29%			-100.00%
			(5)			

(5) The increase in fund balance is due to the increase of budgeted salaries and benefits, capital project expenditures, and transfers to other funds offset by the transfers in from other funds.

Building the Budget

- Budget Process
- Fund Structure
- Management & Budget Policies

2020

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 4, 2019 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 22, 2019, and on March 7, 2019, the City Manager presented the analysis of projected resources for Fiscal Year 2020 to Council. On March 28, 2019, 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, 2019. This included personnel change or addition requests. Supplemental requests to the budget and capital projects requests were due on May 11, 2019 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, 2019. The City Manager presented, and discussed the proposed budget and capital improvements with the City Council at a budget workshop on August 13, 2019. 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 10, 2019, 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 10, 2019. There were also two public meetings held for public comment on the tax rate on August 27, 2019 and September 3, 2019.

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 2020 budget

February 4	Finance issues instructions for revenue projections prepared by revenue-generating departments.
February 22	Revenue projections due.
February 25-March 1	Director of Finance meets with revenue-generating departments and reviews revenue projections.
March 7	City Manager presents the budget schedule, budget challenges/priorities, and strategic planning for the FY 2020 budget to Council.
March 28	Budget Kickoff – City Manager outlines Council goals and budgeting strategies for the City for FY 2020, additional information and instructions provided by Finance.
April 8-18	Mandatory budget training for all departments.
April 30	Phase 1 of Budget Entry completed by departments. Phase 1 includes FY 2019 Estimates, FY 2020 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 FY 2020 Supplemental Budget requests (Increase above current service levels) and FY 2020 Capital requests with forms and checklists submitted by the deadline. Phase 2 budget locked for editing at 5:00 PM.
June 5-7	Vehicle Management Committee prepares recommendations to City Manager.
June 10 -28	Department budget meetings with City Manager and budget team.
July 2-31	Additional meetings as necessary (dates to be determined) with budget team and City Manager.
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 13	City Manager presents proposed FY 2020 Budget & 5 Year Capital Improvements Plan to the City Council at a Budget Workshop.
August 13	City Manager presents 4A Budget to 4A Board.
August 14-23	Additional Budget Workshops with Council as needed.
August 15	City Manager presents 4B Budget to 4B Board.
August 27	Tentative - Required Public Hearing on 2020 Tax Rate (1st Required).
September 3	Tentative - Required Public Hearing on 2020 Tax Rate (2nd Required).
September 10	Date of Public Hearing on proposed FY 2020 Budget and Approval of FY 2020 Budget and Tax Rate.
October 1	New Fiscal Year begins for the 2020 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-Wasterwater 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
- General Fund (01)	- Vehicle Replacement (03)
	- General Capital Projects (53)
	- Performance Capital (55)

Special Revenue - Minor		Debt Service - Minor
- 4B Sales Tax Fund (09)	- Miscellaneous Grants (39)	- General Debt Service (02)
- L.E.O.S.E. Fund (10)	- Court Technology Fund (41)	
- TIF #1 - Industrial Park (11)	- Court Fine Fee Fund (42)	
- TIF #2 - Downtown (12)	- Child Safety Fund (45)	
- TIF #3 - Northwest Loop (13)	- Court Security Fund (46)	
- Emergency Mgmt Fund (14)	- Abandoned Vehicles Fund (47)	
- Certificate of Franchise (15)	- Police Forfeiture Fund (48)	
- 4A Economic Devel Fund (17)	- Rural Fire Tax Fund (49)	
- Recreation Fund (19)	- Truancy Prevention Fund (50)	
- Mineral and Lease Royalty (21)	- Misc Board Funds (81 & 85)	
- Disposal Well Fund (22)	- Miscellaneous Donation Funds	
- Gas Well Administration (23)	(82-84, 86-89)	
- Recovery Repairs Fund (26)		

Proprietary Funds Category	
Enterprise - Major	Enterprise - Minor
- Water And Sewer Fund (60)	- Municipal Airport Fund (61)
- Water-Wastewater Projects	- Drainage Utility Fund (63)
	- 2015 Water-Wastewater Revenue Bond Fund (76)

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				

RELATIONSHIP BETWEEN FUNCTIONAL UNITS AND FUNDS

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

PROPRIETARY FUNDS					
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 2019 and FY 2020 is estimated to be $8,844,719 and $9,803,152, 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 2020 are identified in the narrative sections of the budget document for each department. The accomplishments of the prior year, FY 2019, 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
o U.S. Treasury Obligations (Bills, Notes and Bonds),	100%
o U.S. Government Agency Securities, and Instrumentalities of Government Sponsored Corporations	75%
o Certificates of Deposit (CD's) Commercial Bank's	75%
o Local Government Investment Pool	100%
o Certificate of Deposit Account Registry Service (CDARS)	75%
o Tri-Party Repurchase Agreement	35%
o 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 103% 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.

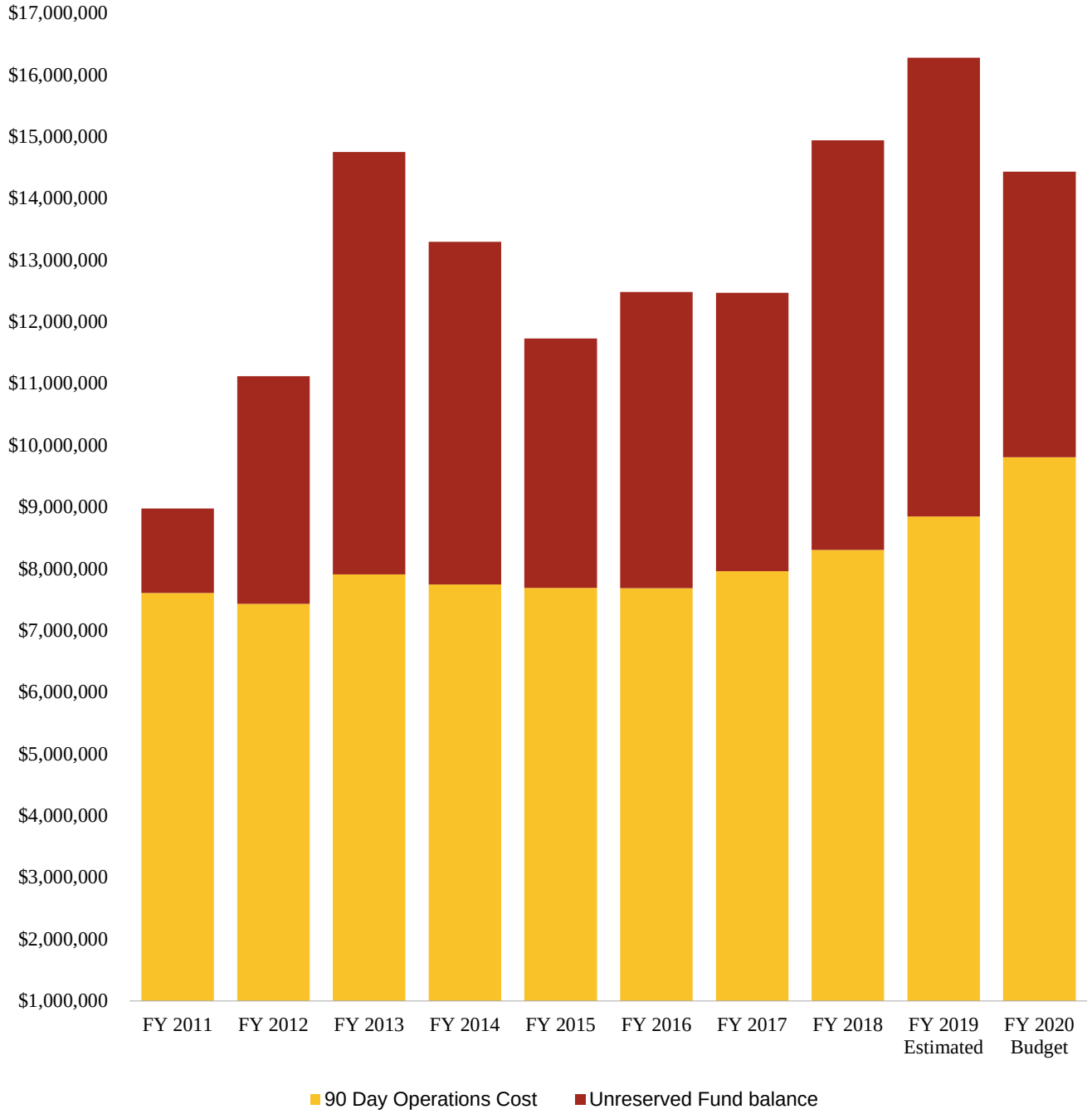
- All securities shall be purchased using the delivery vs. payment method and will be delivered to the third party custodian institution by seller held in the name of the City or held on behalf of the City.
- Collateral on deposit type securities which exceed the FDIC coverage shall be held in a third 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

2020

General Fund Projection Reserve & Fund Balance

FY 2011 - FY 2020



Historical fund balance data was collected for fiscal years 2011-2018. The 2019 and 2020 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

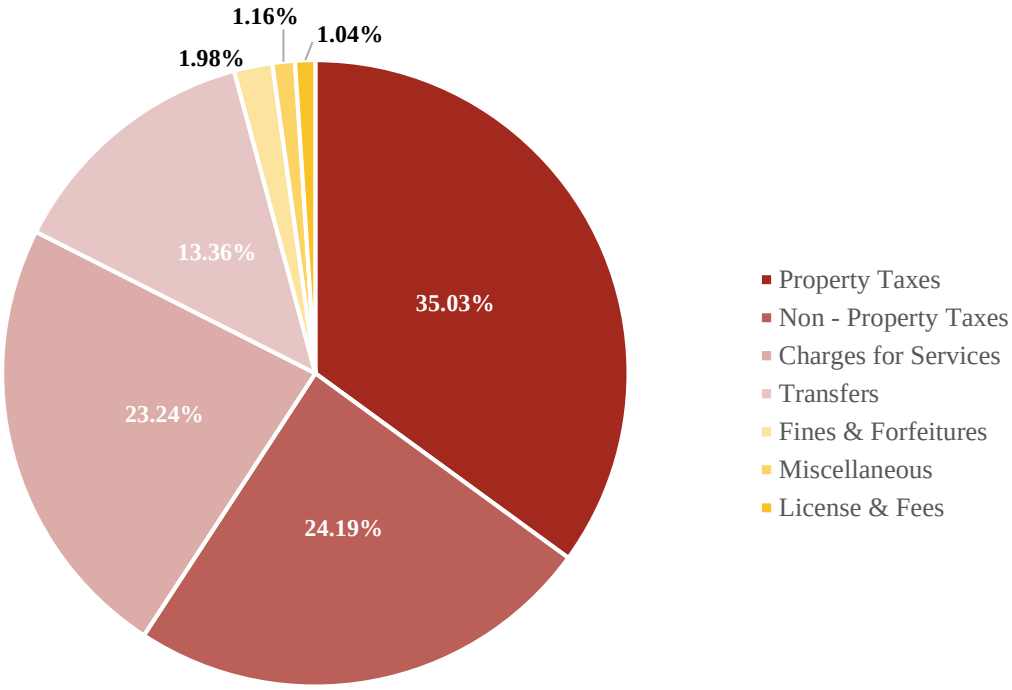
Operating Budget
FY 2020

Where it comes from ….. Where it goes

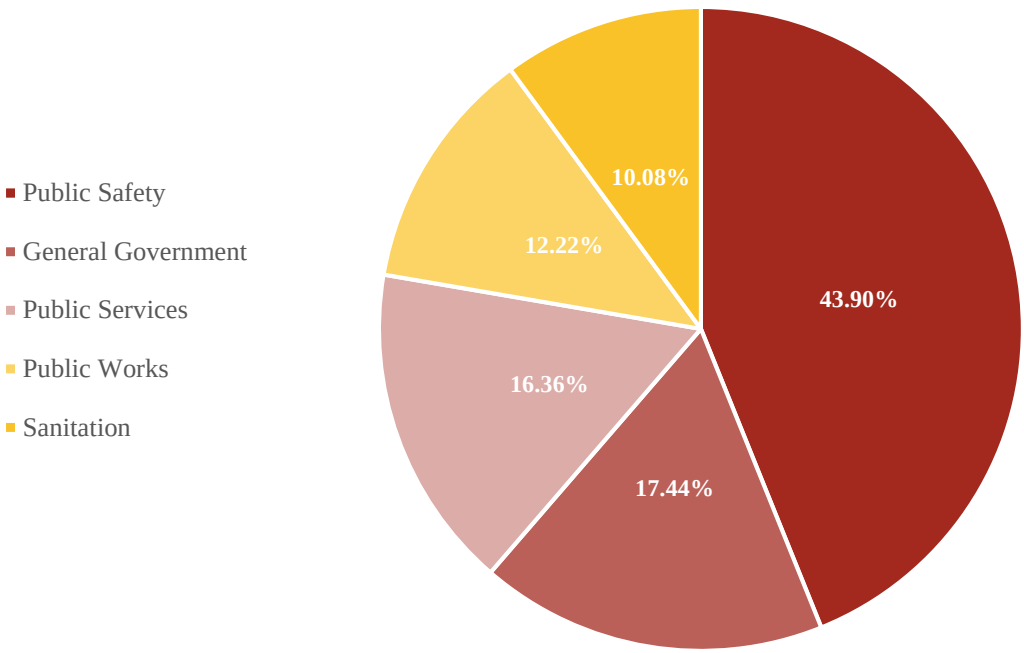
Where it Comes From…	
Property Taxes	
Current & Delinquent Taxes	35.03%
Non-Property Taxes	
Franchise Fees & Sales Taxes	24.19%
Licenses & Permits	
All Permits, Fees and Community Development Licenses	1.04%
Fines & Forfeitures	1.98%
Charge For Services	
Sanitation, Golf, Cemetery, Civic Center, Rent & Leases, Aquatics Facility	23.24%
Miscellaneous	1.16%
Transfers	
From Special Revenue, Water & Sewer, Airport, & Drainage Utility Funds	13.36%
Total	100.00%

Where it Goes…	
Public Safety	
Police, Code Compliance, Ambulance Service, Fire Protection, Animal Services & Health	43.90%
Public Service	
Golf, Pools, Library, Museum, Civic Center, Cemetery, Community Services, Building Services & Parks & Recreation	16.36%
Public Works	
Street, Inspection, Fleet Maintenance, Engineering & Public Works	12.22%
Sanitation	10.08%
General Government	
Council, City Manager, City Attorney, Human Resources, Finance, IT, City	17.44%
Total	100.00%

Where it Comes From…



Where it Goes…



GENERAL FUND

Summary of Receipts & Disbursements

FY 2020

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Beginning Unreserved Fund Balance	$ 12,478,397	$ 12,466,978	$ 13,066,705	$ 14,938,608	$ 16,274,814
Receipts:					
Ad Valorem Taxes	12,125,572	12,190,787	12,627,016	12,632,016	13,278,365
Non-Property Taxes	8,724,532	9,257,188	8,777,000	9,348,885	9,171,000
Licenses & Fees	388,619	694,066	409,538	499,473	392,946
Charges for Service	7,137,594	8,050,065	7,590,454	8,498,962	8,811,682
Fines	594,496	744,052	631,500	752,580	752,500
Miscellaneous	304,934	441,096	249,500	714,755	438,500
Total Receipts:	29,275,747	31,377,254	30,285,008	32,446,671	32,844,993
Payment for Services Provided for by General Fund:					
Enterprise Funds	2,547,173	1,802,759	2,944,280	2,944,280	2,946,672
Special Rev. Funds	1,790,895	2,973,435	2,017,522	1,815,504	2,118,065
Total Transfer In:	4,338,068	4,776,194	4,961,802	4,759,784	5,064,737
Total General Fund Revenues and Transfers In	33,613,815	36,153,448	35,246,810	37,206,455	37,909,730
Expenditures:					
City Council	26,295	21,736	43,001	40,212	48,978
City Manager	277,396	442,167	532,139	523,678	583,013
City Attorney	247,410	252,911	208,005	218,214	228,005
City Secretary	466,221	491,057	558,769	482,454	501,148
Finance	623,795	672,295	734,422	655,682	726,304
Human Resources	506,655	499,590	607,683	574,179	634,237
Municipal Court	277,497	304,354	353,125	331,589	321,338
Information Technology	752,442	926,096	1,127,768	1,104,874	1,022,832
Non-Departmental	1,983,553	1,476,195	1,519,682	1,575,400	2,061,043
Economic Development	168,226	214,282	389,065	322,610	315,412
Total General Government	5,329,490	5,300,683	6,073,659	5,828,892	6,442,310
Police Services	7,317,326	7,352,266	8,209,441	7,578,427	7,789,649
Code Compliance	-	-	175,753	170,194	212,139
Animal Services	388,875	382,908	401,002	388,346	375,554
Ambulance Services	775,111	184,633	277,827	334,327	390,608
Fire Services	6,684,858	7,498,877	7,889,260	7,576,807	7,799,810
Health	374,240	366,793	307,074	287,626	266,078
Emergency Management	-	-	-	-	40,620
Total Public Safety	15,540,410	15,785,477	17,260,357	16,335,727	16,874,458
Washington Rec Center	219,390	192,624	243,279	199,880	239,929
Cemetery	264,300	277,577	334,604	302,321	281,837
Parks and Recreation	938,924	765,171	1,135,658	943,700	1,040,796
Municipal Golf	1,159,957	1,121,417	1,237,605	1,183,560	1,211,153
Municipal Swimming Pools	724,550	760,387	812,607	692,974	856,051
Sports Complex	482,020	443,414	564,863	521,508	657,364
Building Services	461,423	400,775	634,348	641,017	594,776
Civic Center	465,524	399,601	429,540	412,111	437,417
Library	573,194	596,497	636,299	596,327	628,382
Museum	194,233	189,614	278,706	242,427	216,243
Railroad Museum	28,420	35,070	60,784	34,532	48,221
Total Public Services	5,511,935	5,182,147	6,368,293	5,770,357	6,212,169
Public Works	99,880	194,965	168,843	208,176	178,848
Engineering	402,316	180,840	340,428	261,134	347,607
Planning & Zoning	132,414	235,566	295,166	249,642	352,632
Inspections	369,493	449,649	472,900	461,649	473,908
Gas Well Administration	237,903	236,847	286,001	241,575	385,977
Fleet Maintenance	361,750	390,818	397,397	392,115	396,939
Street Maintenance	1,433,345	1,221,381	1,622,712	1,502,833	1,846,819
Total Public Works	3,037,101	2,910,066	3,583,447	3,317,124	3,982,730
Sanitation	3,291,834	3,720,171	3,418,702	3,689,584	3,859,925
Total Sanitation	3,291,834	3,720,171	3,418,702	3,689,584	3,859,925
FY 2020 Supplemental Expenditures	-	-	-	-	1,443,810
Total Departmental Expenditures	32,710,770	32,898,544	36,704,458	34,941,684	38,815,402
Transfers to Other Funds					
Special Revenue Funds	214,499	50,328	161,578	186,190	127,440
Enterprise Funds	-	-	54,904	242,375	314,384
General Capital Fund -Streets	500,000	500,000	500,000	500,000	500,000
General Capital Fund -Other	199,965	232,946	-	-	-
Total Transfers Out	914,464	783,274	716,482	928,565	941,824
Total Expenditures and Transfers Out	33,625,234	33,681,818	37,420,940	35,870,249	39,757,226
Total Change in Fund Balance	**(11,419)**	**2,471,630**	**(2,174,130)**	**1,336,206**	**(1,847,496)**
Ending Total Fund Balance	**$ 12,466,978**	**$ 14,938,608**	**$ 10,892,575**	**$ 16,274,814**	**$ 14,427,318**
Fund Balance Reserves:					
Projection Reserve - 90 Days	$ 8,291,154	$ 8,305,106	$ 9,227,081	$ 8,844,719	$ 9,803,152
Contingency Reserve	-	-	250,000	250,000	250,000
Total Reserves	$ 8,291,154	$ 8,305,106	$ 9,477,081	$ 9,094,719	$ 10,053,152
Unreserved Fund Balance	4,175,824	6,633,502	1,415,494	7,180,095	4,374,166

GENERAL FUND
SUMMARY OF RECEIPTS AND DISBURSEMENTS PROJECTED FY 2021-2025

	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025
Revenues					
Ad Valorem Taxes	$ 13,065,907	$ 13,131,237	$ 13,196,893	$ 13,262,877	$ 13,329,192
Non-Property Taxes	9,308,565	9,401,651	9,495,667	9,590,624	9,686,530
Licenses & Fees	367,710	371,387	375,101	378,852	382,641
Charges for Service	8,943,857	9,033,296	9,123,629	9,214,865	9,307,013
Fines	775,075	782,826	790,654	798,561	806,546
Miscellaneous	451,655	456,172	460,733	465,341	469,994
Use of Available Fund Balance	-	-	-	-	-
Transfers-In	5,216,679	5,294,929	5,374,353	5,454,968	5,536,793
Total General Fund Revenues	$38,129,448	$38,471,496	$38,817,030	$39,166,087	$39,518,709
Expenditures					
Salaries and Wages	19,186,575	19,666,239	20,157,895	20,661,843	21,178,389
Benefits	8,822,060	9,086,722	9,359,323	9,640,103	9,929,306
Supplies and Materials	2,133,120	2,197,114	2,263,027	2,330,918	2,400,845
Maintenance - Building	757,190	779,906	803,303	827,402	852,224
Maintenance - Equipment	1,080,700	1,113,121	1,146,515	1,180,910	1,216,337
Contractual and Misc. Services	5,578,230	5,745,577	5,917,944	6,095,483	6,278,347
Miscellaneous Charges	210,080	216,382	222,874	229,560	236,447
Non-Operating & Capital Expenditures	-	-	-	-	-
Total Department Expenditures	$ 37,767,955	$ 38,805,061	$ 39,870,881	$ 40,966,218	$ 42,091,896
Transfers-Out	716,482	716,482	716,482	716,482	716,482
Total Expenditures	$38,484,437	$39,521,543	$40,587,363	$41,682,700	$42,808,378
Beginning Fund Balance	$ 14,427,318	14,072,329	13,022,283	11,251,949	8,735,336
Increase / (Decrease) to Fund Balance	(354,989)	(1,050,046)	(1,770,334)	(2,516,613)	(3,289,669)
Projected Ending Fund Balance	$14,072,329	$13,022,283	$11,251,949	$8,735,336	$5,445,667
Projection Reserve Equal to 90 Days	9,441,989	9,701,265	9,967,720	10,241,555	10,522,974
Days of Projected Available Fund Balance	**134**	**121**	**102**	**77**	**47**

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 Miscellanous 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 Miscellanoues Charges expense are projected to increase annually three percent. Maintenance-Building is expected to increase annually by three percent. All other expenses are projected to increase annually by three percent.

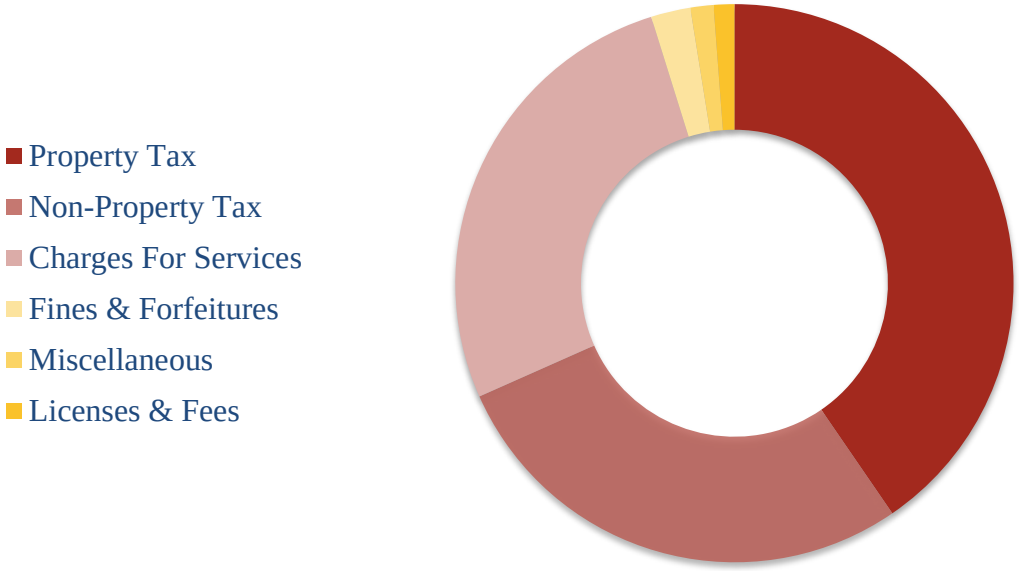
CONCLUSION

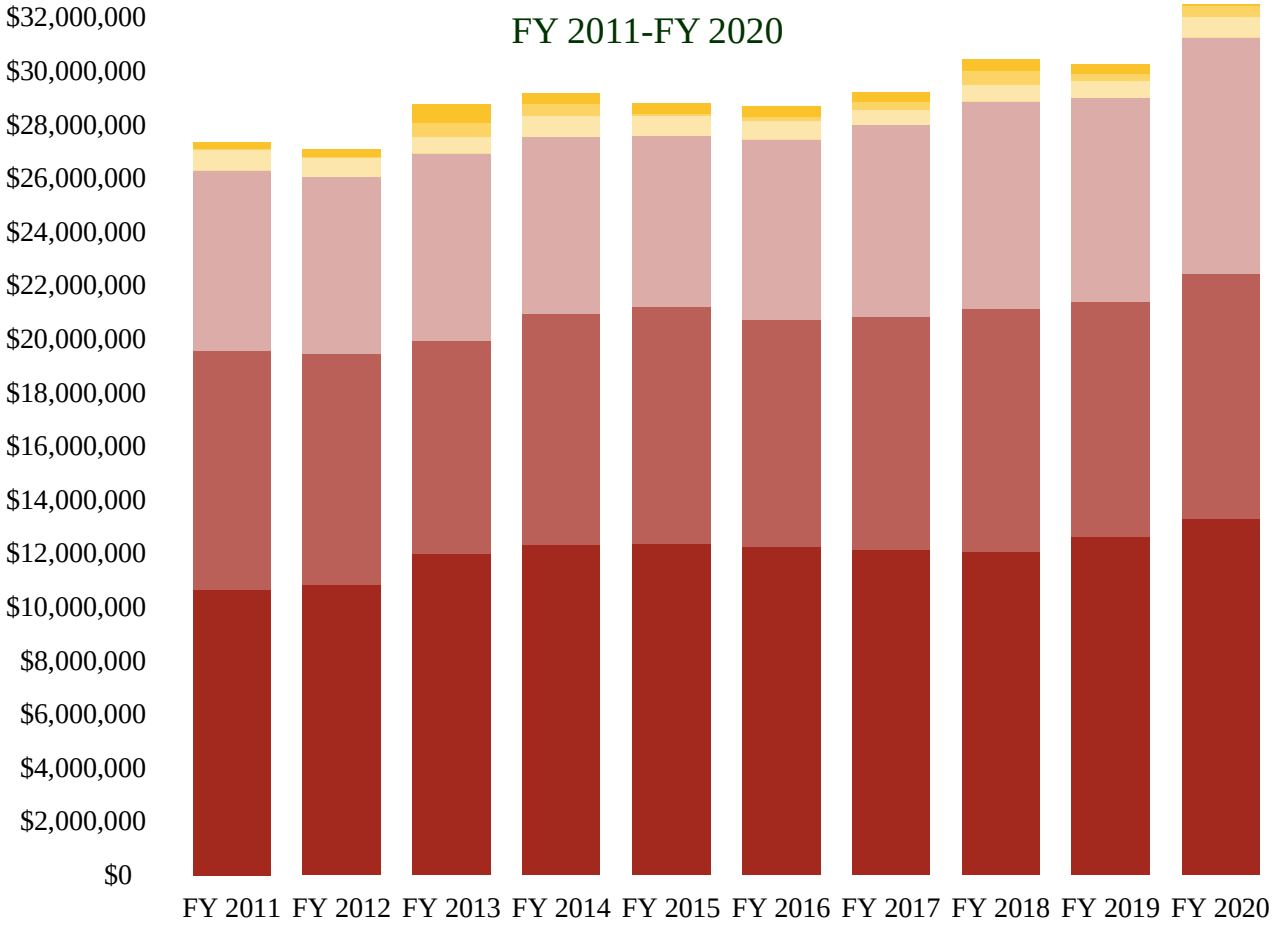
This five-year analysis of the General Fund demonstrates that operating revenues will not keep up with operating expenditures for the next five years. Additionally, the days of available fund balance is projected to fall below 90 in fiscal year 2024. This reflects the necessity for the City to closely 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 2020

$32,844,993





See General Fund-Revenue By Source for related data.

City of Cleburne

General Fund Revenues

FY 2020 Budget

Property Taxes

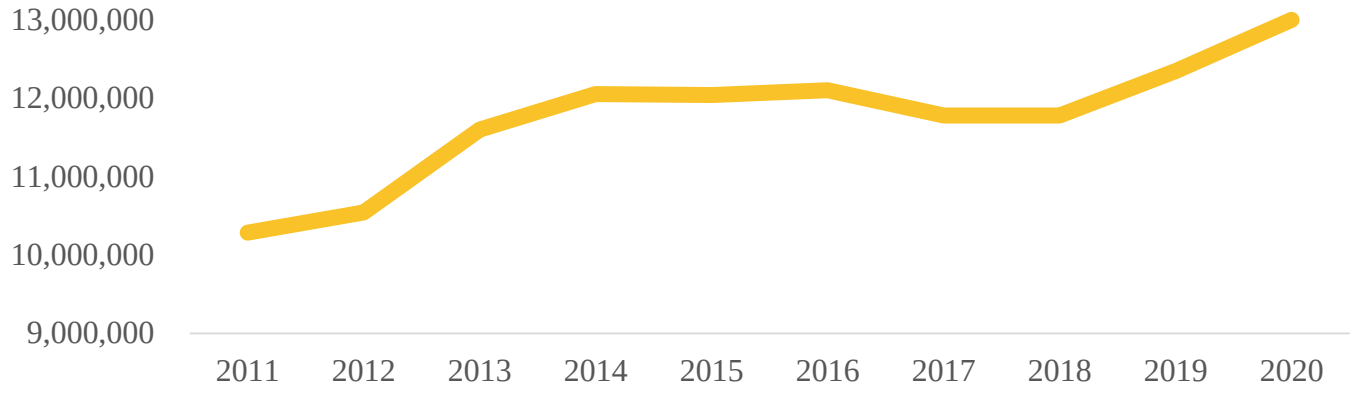
0111-6101	CURRENT AD VALOREM TAXES	$	13,000,902

Description:

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 Johnson County Central Appraisal District and given to the City Council from which the tax rate is set.

Assumption:

Current taxes have a net assessed value of $1,896,546,479 with a rate per $100 valuation of $.773206. The budgeted collection rate is 98.5%.



0111-6102	DELINQUENT TAXES	$	151,463

Description:

Delinquent taxes are those property taxes or ad valorem taxes that were due in prior years.

Assumption:

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

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

Description:

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

Assumption:

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

Property Taxes (Continued)

0111-6107	PENALTY AND INTEREST ON TAXES	$	16,000

Description:

Property taxes on inventory paid by Motor Vehicle Dealers.

Assumption:

This revenue is expected to remain steady.

Total Property Taxes	$	13,278,365

Non-Property Taxes

0111-6110	CITY SALES TAX	$	5,935,000

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 1.5% 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% 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% tax. The State rate is 6.25% for a total of 8.25%.

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.

Non-Property Taxes (Continued)

0111-6122	CABLE TV FRANCHISE FEE	$	190,000

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:

This revenue is expected to decrease.

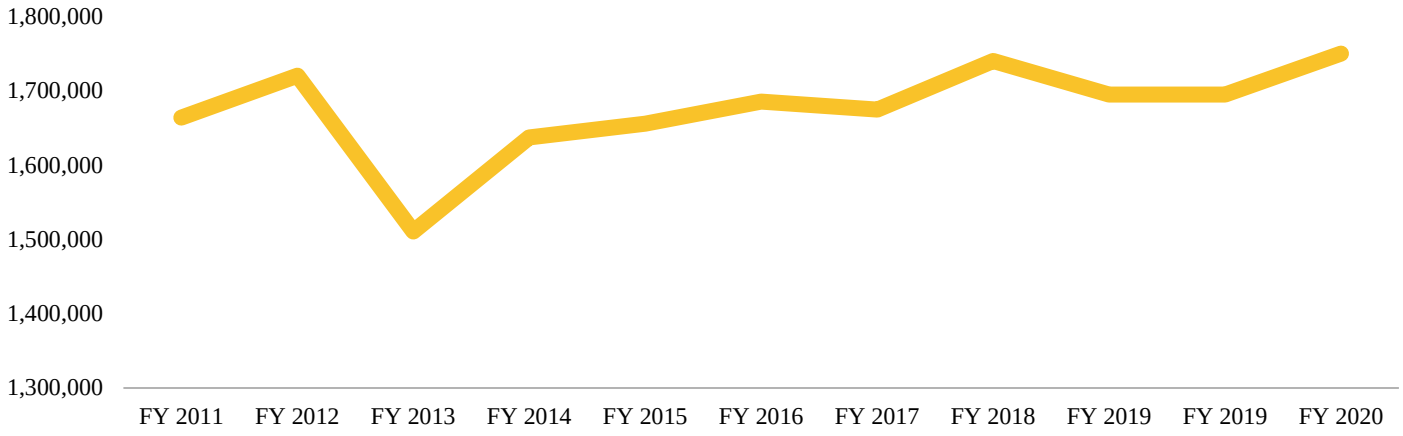
0111-6123	ELECTRICAL FRANCHISE FEE	$	1,750,000

Description:

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

Assumption:

Gross kwh sales of electricity are estimated and delivered to the City by Oncor Electric Delivery and United Cooperative Services. Collections are projected to increase during this fiscal year.



0111-6125	GAS FRANCHISE FEE	$	1,050,000

Description:

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

Assumption:

Gross sales of gas are estimated at $26,225,000 per Atmos with the City receiving 4% of this amount, resulting in an increase from the FY2019 Budget.

0111-6127	SANITATION FRANCHISE FEE	$	168,500

Description:

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

Assumption:

This amount is projected to increase slightly.

Non-Property Taxes (Continued)

0111-6128	TELEPHONE FRANCHISE FEE	$	-

Description:

The city collects a franchise fee from all telecommunication providers that use City alleys and right-of-ways. Due to the passage of a new bill by the Texas Legislature, the lesser of franchise fees were eliminated.

0111-6140	MIXED DRINK TAX	$	47,500

Description:

Mixed beverage permittees in Texas, as defined in Tax Code 183.001(b), must pay a mixed beverage sales tax on each mixed beverage (distilled spirits, beer, ale and wine) they sell, prepare or serve.

Assumption:

This year's estimate reflects an increase in estimated mixed drink sales eligible for the City to receive a portion of the 6.7% mixed beverage tax and the 8.25% sales tax. Both are reported by the State under this category.

Total Non-property Taxes	$	9,171,000

License and Fees

0113-6305	GARAGE SALE PERMITS	$	8,000

Description:

Any person desiring to have a garage sale requires a garage sale permit.

Assumption:

This revenue is expected to remain steady.

0113-6306	CONTRACTOR REGISTRATION FEE	$	34,650

Description:

The annual registration fee for contractors is $100.

Assumption:

Fees for contractor registration are projected to decrease slightly.

0113-6308	BUILDING PERMITS	$	136,000

Description:

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

Assumption:

Revenues are expected to remain consistent with the FY 2019 estimates.

License and Fees (Continued)

0113-6311	COMMUNITY DEVELOPMENT FEE	$	-

Description:
Revenue received for community development is 2%-3% of the cost of development.

Assumption:
The estimate for the Community Development Fee revenue account has decreased due to the uncertainty of completion for projects that are currently ongoing.

0113-6318	ELECTRICAL INSPECTION PERMITS	$	53,458

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

Assumption:
Electrical inspection permits are expected to increase from the FY 2019 estimate.

0113-6329	HEALTH PERMITS	$	49,000

Description:
Any person desiring to operate a food establishment requires a health permit. Annual permit fees depend on square footage of establishment. This is $125.00 and up. Additional permits include mobile vendors, hotel/motels, and schools.

Assumption:
Health permits are projected to remain steady.

0113-6349	MECHANICAL PERMITS	$	16,000

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

Assumption:
Mechanical permits are expected to remain steady.

0113-6362	PLUMBING & GAS PERMITS	$	25,000

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

Assumption:
Plumbing and gas permits are expected to remain steady.

0113-6397	ZONING FEES	$	24,000

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

Assumption:
Collections are expected to remain steady.

License and Fees (Continued)

0113-6399	MISCELLANEOUS FEES	$	11,800

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 and Fees	$ 357,908

Charges for Services

0115-6501	ADMINISTRATIVE FEES	$	89,682

Description:

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

0115-6502	ADDITIONAL TRASH CARTS	$	15,000

Description:

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

0115-6503	EXTRA SANITATION PICK UP	$	2,500

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	$	52,000

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.

0115-6505	GOLF COURSE RESTAURANT	$	75,000

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

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

Assumption:
Revenues are expected to remain steady.

0115-6507	GOLF COURSE REVENUES	$	510,000

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

Assumption:
Revenues are expected to remain steady.

0115-6509	CEMETERY	$	125,000

Description:
Sale of cemetery lots and interment fees. Lots start at $950 with a minimum interment fee of $250.

Assumption:
Revenues are expected to decrease slightly.

0115-6531	AMBULANCE	$	1,200,000

Description:
In April 2016, the Cleburne Fire Department began a fulltime emergency medical ambulance service.

Assumption:
Revenue is expected to increase.

0115-6533	BTW GIFT SHOP	$	2,500

Description:
The Booker T. Washington meeting and recreation facility sells towels and snacks to patrons.

Assumption:
Revenue is expected to remain steady.

0115-6534	BTW ADMISSIONS	$	30,000

Description:
The Booker T. Washington meeting and recreation facility charges admission for patrons to utilize the recreational and exercise facilities.

Assumption:
Revenues are expected to remain steady.

0115-6535	BTW CLASSES/PROGRAMS	$	-

Description:
The Booker T. Washington meeting and recreation facility provides rooms and recreation areas available to rent for classes and programs.

Assumption:
Revenues are expected to remain steady.

Charges for Services (Continued)

0115-6536	BTW RENTALS	$	10,000

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 increase.

0115-6537	RENTAL - CIVIC CENTER	$	170,000

Description:

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

Assumption:

Revenues are expected to decrease slightly.

0115-6539	RENTAL - OTHER	$	55,000

Description:

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

Assumption:

Rental fees are expected to increase.

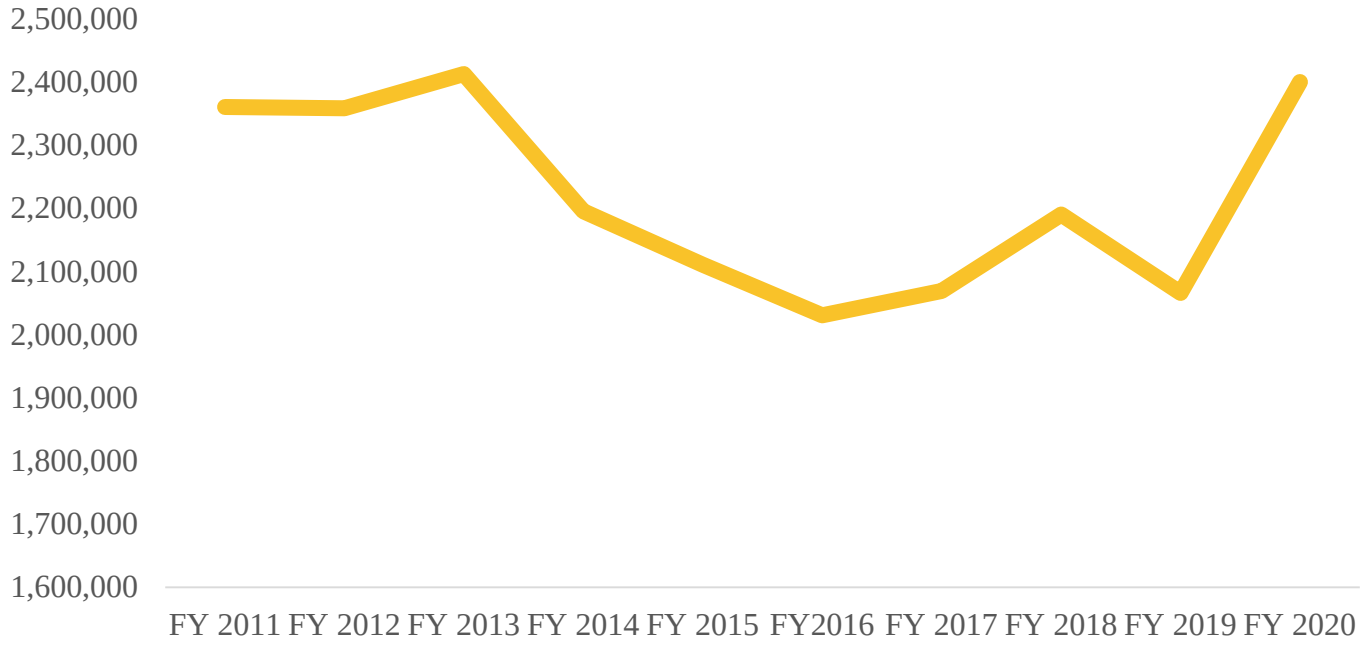
0115-6551	SANITATION COMMERCIAL COLLECTION	$	2,400,000

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 increase 16%.

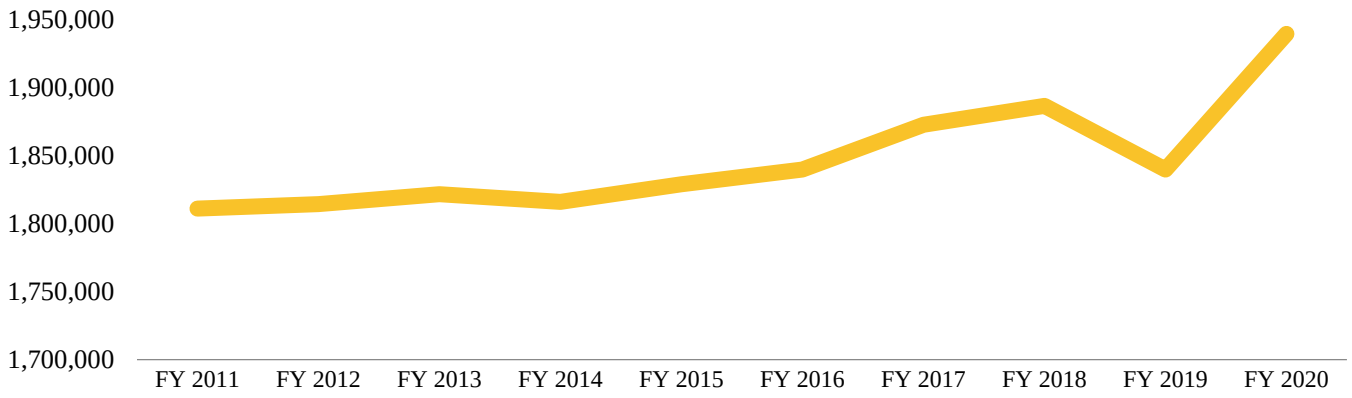


Charges for Services (Continued)

0115-6552	SANITATION RESIDENTIAL COLLECTION	$	1,940,000

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

Assumption:
Collections are expected to increase 5%.



0115-6556	TRANSFER STATION	$	1,380,000

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

Assumption:
This revenue is expected to increase.

0115-6559	LANDFILL	$	50,000

Description:
Fees collected for landfill use.

Assumption:
Revenue is expected to remain steady.

0115-6561	POOL ADMISSION	$	171,000

Description:
Revenue generated through the operations of our Aquatics Park.

Assumption:
Admissions are projected to decrease slightly.

0115-6562	POOL RENTALS	$	15,000

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	$	73,000

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

Assumption:
Concessions are projected to remain steady.

0115-6564	POOL GIFT SHOP	$	21,000

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

Assumption:
Gift shop sales are projected to remain steady.

0115-6565	POOL CLASSES & PROGRAMS	$	23,000

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

Assumption:
Collections are expected to remain steady.

0115-6568	SPORTS COMPLEX FEES	$	62,000

Description:
User fees are collected from area sports organizations.

Assumption:
Collections are expected to increase.

0115-6598	CREDIT CARD FEE	$	5,000

Description:
A processing fee is collected from customers paying with a credit card.

Assumption:
Collections are expected to remain steady.

0115-6599	OTHER MISCELLANEOUS SERVICES	$	270,000

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

Total Charges for Services	$ 8,811,682

Fines

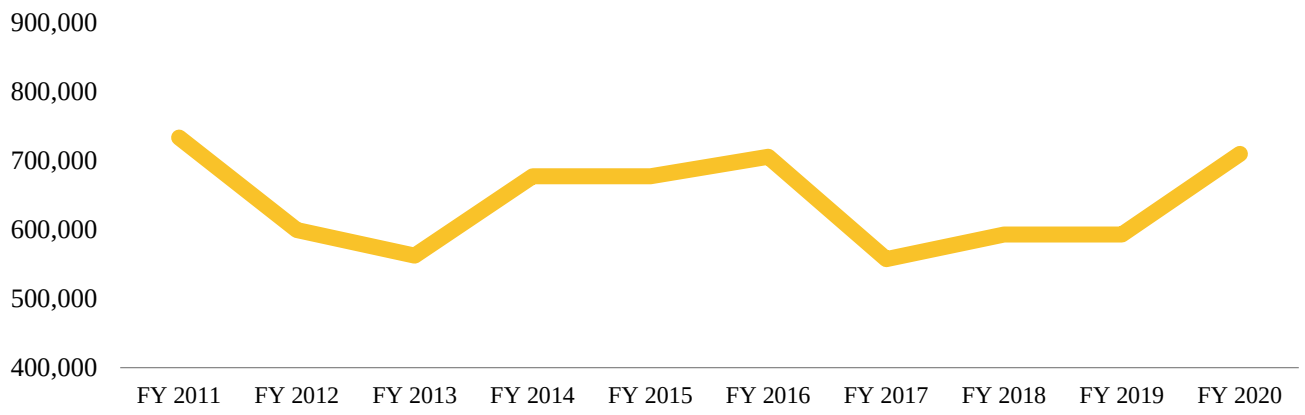
0115-6611	MUNICIPAL COURT FINES	$	710,000

Description:

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

Assumption:

Fines are expected to increase as compared to the FY 2019 estimate.



0116-6647	LIBRARY FINES & FEES	$	18,500

Description:

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

Assumption:

This revenue account is projected to remain steady.

0116-6683	ANIMAL SHELTER	$	23,500

Description:

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.

Assumption:

This revenue account is expected to increase.

0116-6699	OTHER RESTITUTION	$	500

Description:

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

Assumption:

Collections are expected to remain steady.

Total Fines	**$ 752,500**

Miscellaneous

0117-6735	INTEREST ON INVESTMENTS	$	385,000

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

Assumption:
Revenues are expected to increase from the FY 2019 estimate.

0114-64XX	GRANTS	$	35,038

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

0119-6914	DISCOUNTS EARNED	$	500

Description:
This account is used for discounts earned for timely filing and payment of municipal court fines and sales tax collected.

Assumption:
Revenues are expected to decrease.

0119-6946	LIEN RELEASE PAYMENT	$	20,000

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

Assumption:
This revenue account varies each year. This estimate is expected to increase compared to previous years.

0119-6999	OTHER - MISCELLANEOUS REVENUE	$	33,000

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

Total Miscellaneous	$ 473,538

Use of Available Fund Balance	$	-

Total Use of Available Fund Balance	$	-

Total Revenues	$ 32,844,993

GENERAL FUND

Revenue By Source

FY 2020

	Source	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
PROPERTY TAXES						
AD VALOREM TAXES - CURRENT						
0111-6101	Current Taxes	11,837,296	11,835,230	12,351,016	12,351,016	13,000,902
0111-6102	Delinquent Taxes	166,118	199,407	150,000	150,000	151,463
0111-6103	Penalty & Interest on Taxes	113,499	138,243	110,000	115,000	110,000
0111-6104	Collection Fees	-	-	-	0	0
0111-6107	Vehicle Inventory Overage	8,659	17,907	16,000	16,000	16,000
Total Property Taxes		12,125,572	12,190,787	12,627,016	12,632,016	13,278,365
NON-PROPERTY TAXES						
0111-6110	City Sales Tax	5,455,545	5,931,754	5,500,000	5,884,793	5,935,000
0111-6121	Bingo Franchise Tax	30,626	33,643	30,000	30,000	30,000
0111-6122	Cable TV Franchise Fee	243,785	220,387	243,000	190,000	190,000
0111-6123	Electrical Franchise Fee	1,674,446	1,740,169	1,695,000	1,797,978	1,750,000
0111-6125	Gas Franchise Fee	971,211	970,796	965,000	1,105,000	1,050,000
0111-6127	Sanitation Franchise Tax	159,413	173,980	159,000	167,334	168,500
0111-6128	Telephone Franchise Fee	146,378	137,194	140,000	126,780	0
0111-6140	Mixed Beverage Tax	43,128	49,265	45,000	47,000	47,500
Total Non-Property Taxes		8,724,532	9,257,188	8,777,000	9,348,885	9,171,000
LICENSES & PERMITS & GRANTS						
0113-6305	Garage Sale Permits	10,710	9,098	8,000	8,000	8,000
0113-6306	Contractor Registration Fees	39,300	35,680	36,000	34,650	34,650
0113-6308	Building Permits	115,018	200,615	128,000	136,000	136,000
0113-6311	Community Development Permits	49,382	457	50,000	0	0
0113-6318	Electrical Inspection Permits	22,737	36,534	27,000	35,639	53,458
0113-6329	Health Permits	47,780	47,900	48,700	49,000	49,000
0113-6349	Mechanical Permits	14,350	36,673	16,000	16,000	16,000
0113-6351	Moving Permits	100	-	-	-	-
0113-6362	Plumbing & Gas Permits	20,889	32,939	25,000	25,000	25,000
0113-6397	Zoning Permits	16,113	20,921	24,000	24,000	24,000
0113-6399	Miscellaneous Licenses & Permits	16,261	18,995	11,800	11,800	11,800
0114-64XX	Grants	35,979	254,254	35,038	159,384	35,038
Total Licenses and Fees		388,619	694,066	409,538	499,473	392,946
CHARGES FOR SERVICE						
0115-6501	Administrative Fees	115,263	151,954	109,077	109,077	89,682
0115-6502	Additional Trash Carts	13,282	12,831	10,000	17,000	15,000
0115-6503	Extra Sanitation Pick Up	1,800	1,710	1,200	3,000	2,500
0115-6504	Golf Alcohol Sales	59,252	53,058	56,000	52,000	52,000
0115-6505	Golf Restaurant	77,004	95,914	75,000	75,000	75,000
0115-6506	Golf Course Pro Shop	82,583	76,571	65,000	65,000	65,000
0115-6507	Golf Course Revenues	470,509	551,122	508,000	510,000	510,000
0115-6509	Cemetery	152,363	169,841	148,000	120,000	125,000
0115-6531	Ambulance	638,872	963,887	950,000	1,085,000	1,200,000
0115-6533	BTW Gift Shop	5,605	2,661	2,500	2,500	2,500
0115-6534	BTW Admissions	29,642	28,248	29,000	30,000	30,000
0115-6535	BTW Classes/Programs	352	197	250	-	-
0115-6536	BTW Rentals	5,103	11,429	6,500	10,000	10,000

GENERAL FUND

Revenue By Source

FY 2020

Source		ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
CHARGES FOR SERVICE (CONTINUED)						
0115-6537	Rental - Civic Center	151,498	185,013	178,387	170,000	170,000
0115-6538	Rental - Senior Center	-	-	-	0	0
0115-6539	Rental - Other	70,475	70,725	49,000	55,000	55,000
0115-6551	Sani. - Commercial Collection	2,069,226	2,242,393	2,066,540	2,385,000	2,400,000
0115-6552	Sani. - Residential Collection	1,873,125	1,902,504	1,840,000	1,920,000	1,940,000
0115-6556	Transfer Station	717,600	901,910	805,000	1,249,750	1,380,000
0115-6559	Landfill	50,000	50,000	50,000	50,000	50,000
0115-6561	Pool Admission	188,636	187,029	178,000	153,000	171,000
0115-6562	Pool Rentals	18,100	16,963	14,000	7,890	15,000
0115-6563	Pool Concession	73,187	77,740	74,000	71,000	73,000
0115-6564	Pool Gift Shop	18,762	18,056	21,000	19,000	21,000
0115-6565	Pool Classes & Programs	26,092	23,867	23,000	2,000	23,000
0115-6568	Sports Complex Fees	48,755	57,666	56,000	62,000	62,000
0115-6598	Credit Card fee	-	5,295	5,000	5,745	5,000
0115-6599	Other Services	180,508	191,481	270,000	270,000	270,000
Total Charges for Service		7,137,594	8,050,065	7,590,454	8,498,962	8,811,682
FINES AND FORFEITURES						
0116-6611	Municipal Court Fines	557,223	704,565	593,000	710,000	710,000
0116-6647	Library Fines & Fees	18,350	18,524	18,500	18,500	18,500
0116-6683	Animal Shelter	17,564	20,568	19,500	23,500	23,500
0116-6699	Other Restitution	1,359	395	500	580	500
Total Fines		594,496	744,052	631,500	752,580	752,500
MISCELLANEOUS						
0117-6735	Interest - Investments	130,642	267,939	200,000	497,972	385,000
0119-6914	Discounts Earned	23,206	6,304	6,500	500	500
0119-6946	Lien Release or Payment	30,515	63,236	10,000	127,332	20,000
0119-6967	Receipts, Short/ (Long)	7	4	-	150	0
0119-6999	Other - Misc. Revenue	31,327	39,680	33,000	80,000	33,000
0124-7460	Capital Lease Proceeds	30,991	17,065			
0126-7610	Sale of Assets	3,387	37,571	-	-	-
0126-7630	Sale of Scrap	54,859	9,297	-	8,801	-
Total Miscellaneous		304,934	441,096	249,500	714,755	438,500
Use of Available Fund Balance						
Use of Available Fund Balance		-	-	-	-	-
TOTAL REVENUES		29,275,747	31,377,254	30,285,008	32,446,670	32,844,993

ESTIMATED AD VALOREM TAX

REVENUE AND DISTRIBUTION

FY 2020

1¢ equals $ 189,655

2019 TAX ROLL		Tax Rate .773206
Real Estate Values		$ 535,114,951
Improvement Values		1,857,084,508
Personal Property Values		640,831,107
Total Appraised Values (100%)		3,033,030,566
Less: Over 65 Homestead Exemptions ($6,000/ea.)		13,451,674
Homestead Cap Loss - (Maximum 10% per year)		78,482,385
Disabled American Veterans Exemptions - % Percent Disability w/State		1,571,104
Disabled American Veterans Exemptions - Homestead		8,799,053
Total Exempt Property (Cities & Churches)		449,718,851
General Homestead ($5,000 or 10% of value, but not less than $5,000)		78,050,833
Tax Abatements		71,078,861
Pollution Control		15,384,408
Agricultural Productivity Loss		44,352,330
Taxable Frozen		289,960,120
Protested Property		35,749,992
Tax Increment Financing #1		18,972,015
Tax Increment Financing #2		13,726,035
Tax Increment Financing #3		17,094,471
Solar Wind Power		91,955
Total Exempt Proration		0
Total Exemptions		1,136,484,087
Net Assessed Value		1,896,546,479
Rate Per $100 Valuation		0.773206
Subtotal		14,664,211
Plus Frozen Taxes		1,604,070
Total Levy Taxes		16,268,281
Percent of Collection		98.50%
Estimated Current Tax Collections		16,024,257
Estimated Deliquent Tax Collections		185,020
Estimated Total Tax Collections		$ 16,209,277

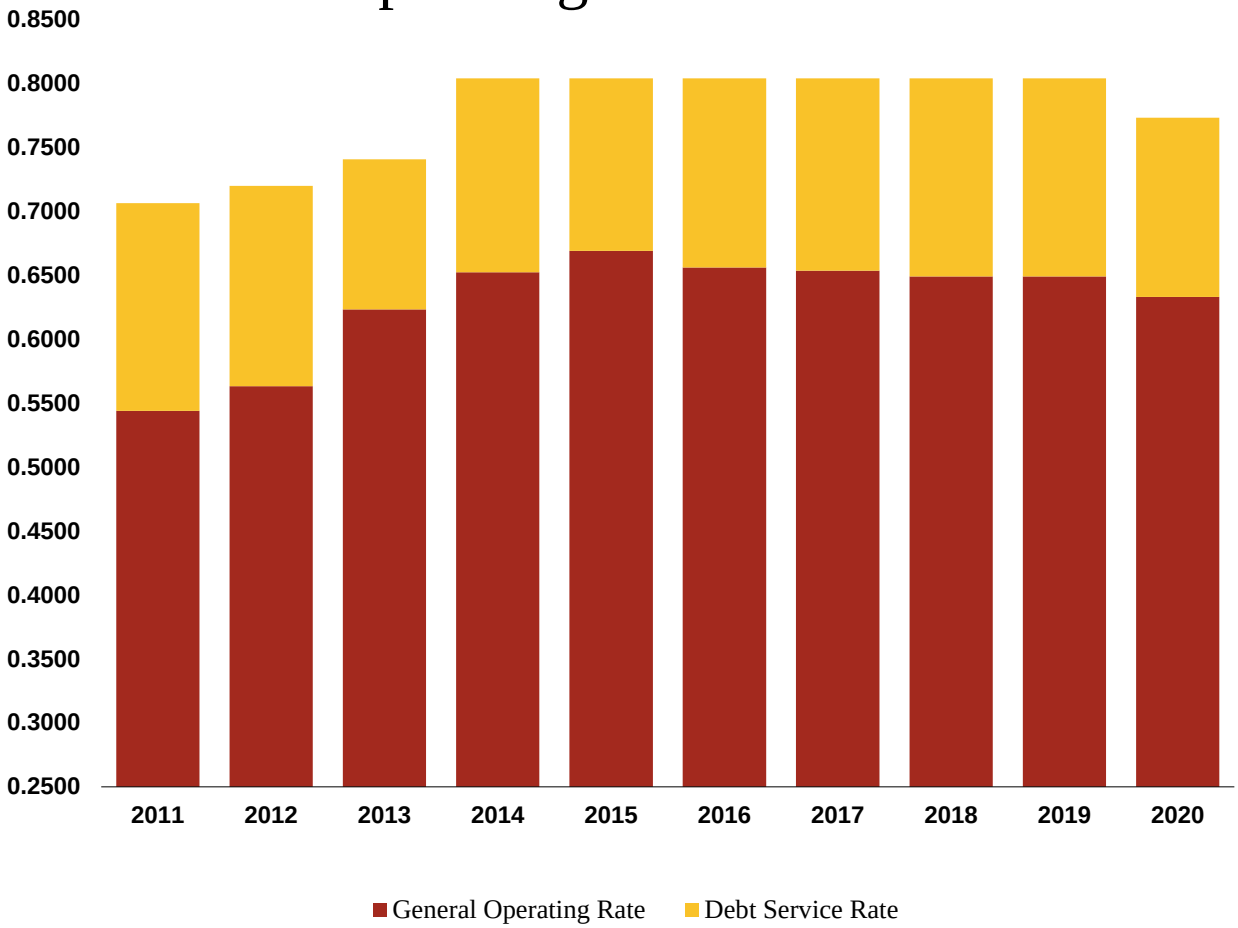
PROPOSED DISTRIBUTION

GENERAL FUND	Rate	% of Total	
Current Tax			$ 13,117,966
Deliquent Tax			151,463
Total General Fund	0.632971	81.86%	13,269,429
GENERAL DEBT SERVICE FUND			
Current Tax			2,906,291
Deliquent Tax			33,557
Total General Debt Service	0.140235	18.14%	2,939,848
TOTAL GENERAL & GENERAL DEBT SERVICE	0.773206	100.00%	$ 16,209,277

TAX INCREMENT FINANCING COLLECTIONS

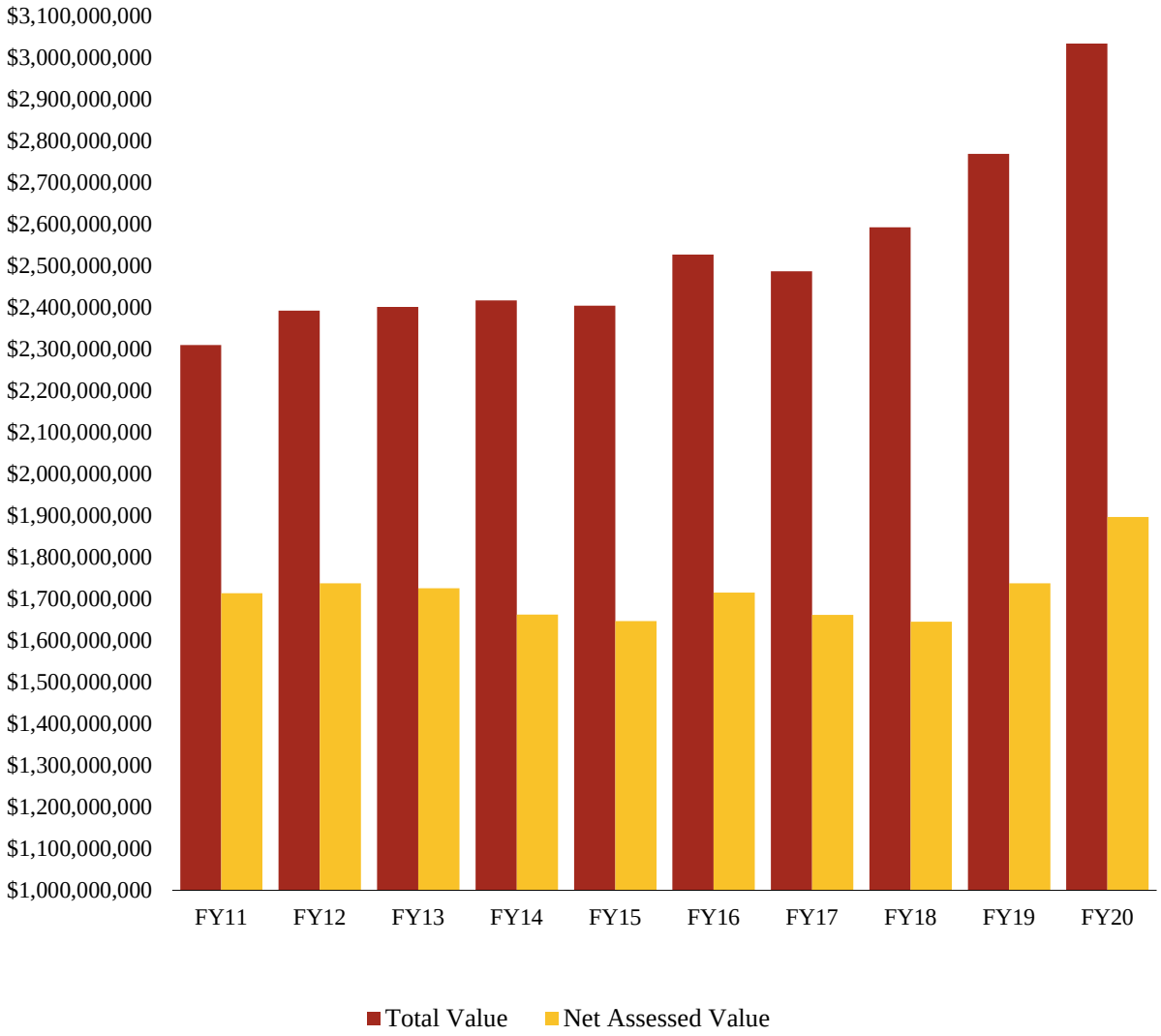
	Valuation	Collections
Tax Increment Financing #1	18,972,015	$ 146,693
Tax Increment Financing #2	13,726,035	$ 106,131
Tax Increment Financing #3	17,094,471	$ 132,175

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



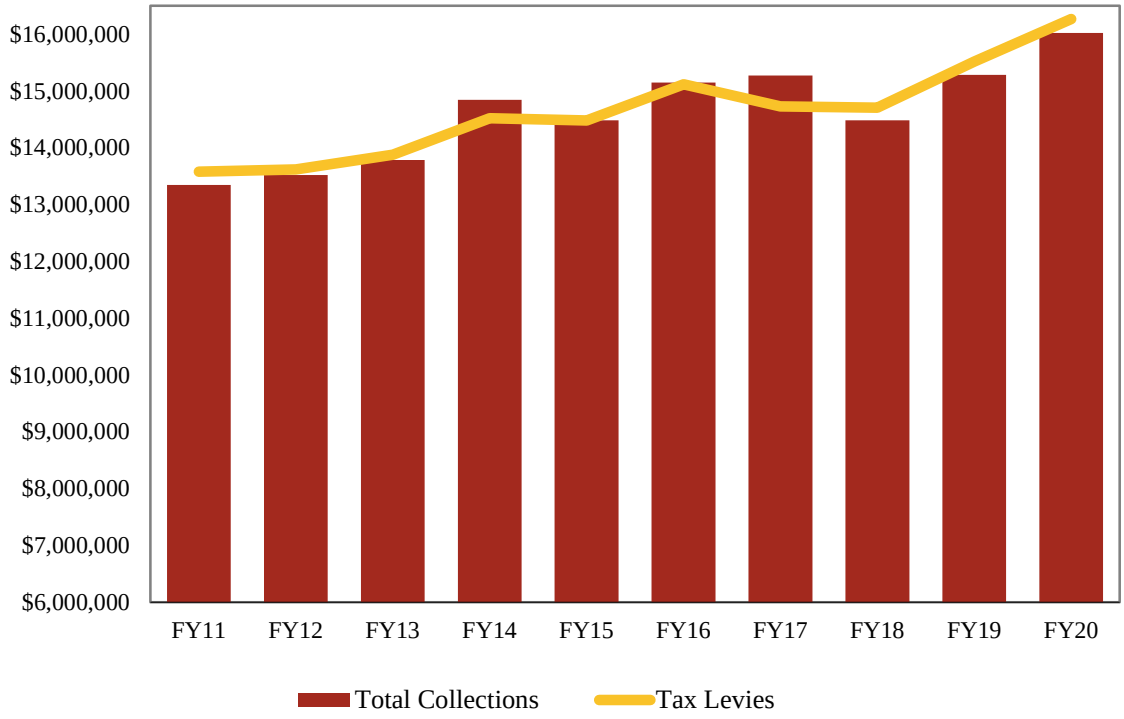
Year	General Operating Rate	Debt Service Rate	Tax Rate
2011	0.543890	0.162556	0.706446
2012	0.563334	0.156656	0.719990
2013	0.623321	0.117422	0.740743
2014	0.652308	0.151710	0.804018
2015	0.669012	0.135006	0.804018
2016	0.656218	0.147800	0.804018
2017	0.653656	0.150362	0.804018
2018	0.649138	0.154880	0.804018
2019	0.652654	0.151364	0.804018
2020	0.632971	0.140235	0.773206

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 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
FY 2020	$ 2,392,199,459	640,831,107	3,033,030,566	(1,136,484,087)	(49,792,521)	$ 1,896,546,479	9.2%	0.727714	0.773206

Property Tax Levies & Collections
Ten Year Period



2011 - 2020

Fiscal Year	Total Tax Levy	Total Tax Collections	Percent of Tax Collections
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 2020	16,268,281	16,209,277	99.64%

FY 2020 Total Current Tax Collections

Approved Fund Distribution

General Fund	$13,117,966
Debt Service	$2,906,291
Total	$16,024,257

GENERAL FUND

Expenditures By Department

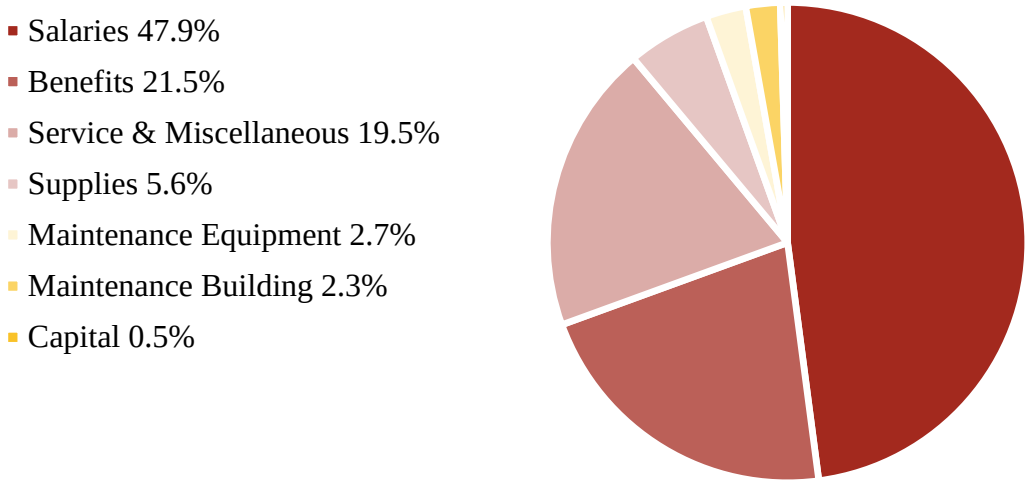
FY 20020

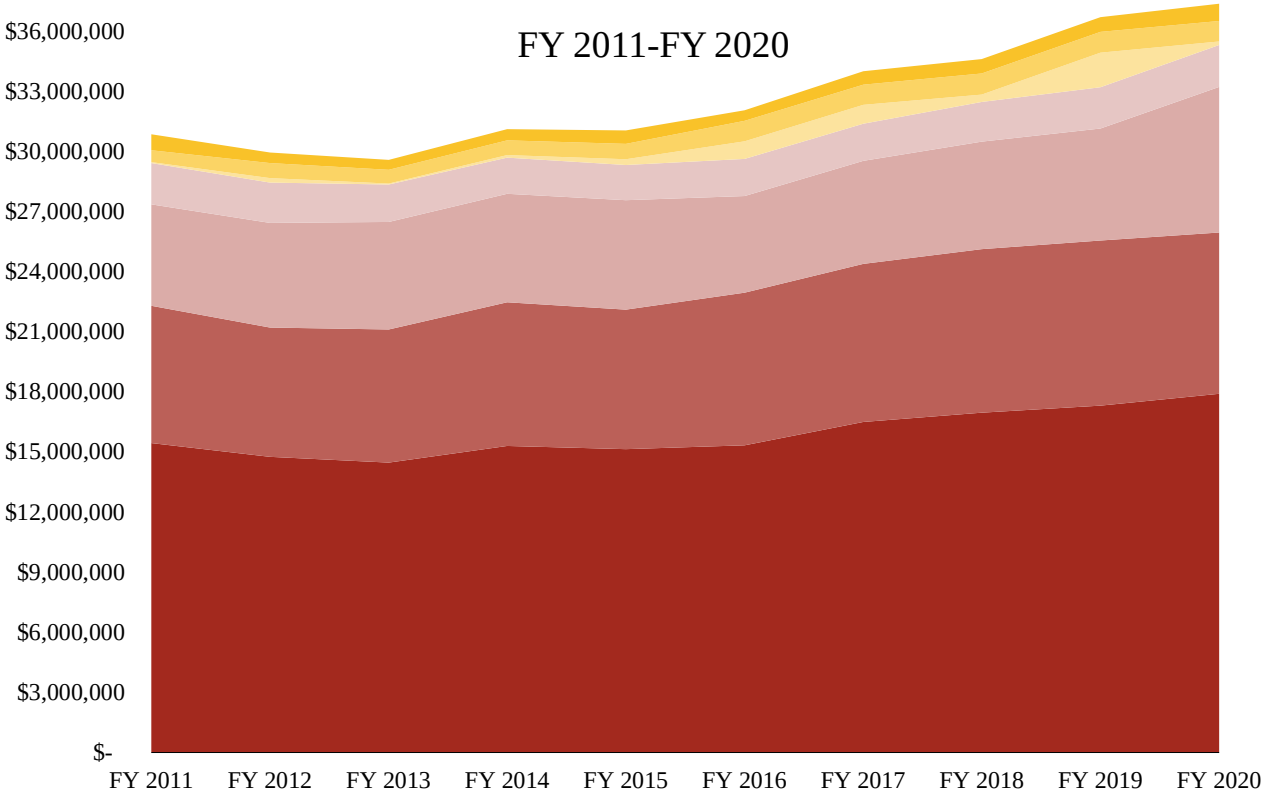
	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
GENERAL GOVERNMENT						
City Council	26,295	43,850	21,736	43,001	40,212	48,978
City Manager	277,396	499,008	442,167	532,139	523,678	583,013
City Attorney	247,410	190,500	252,911	208,005	218,214	228,005
City Secretary	466,221	526,377	491,057	558,769	482,454	501,148
Finance	623,795	722,118	672,295	734,422	655,682	726,304
Human Resources	506,655	607,272	499,590	607,683	574,179	634,237
Municipal Court	277,497	327,201	304,354	353,125	331,589	321,338
Information Technology	752,442	956,600	926,096	1,127,768	1,104,874	1,022,832
Non-Departmental	1,983,553	1,603,819	1,476,195	1,519,682	1,575,400	2,061,043
Economic Development	168,225	311,339	214,282	389,065	322,610	315,412
Total General Government	$5,329,489	$5,788,084	$5,300,683	$6,073,659	$5,828,892	$6,442,310
PUBLIC SAFETY						
Police Services	7,317,326	7,936,481	7,352,266	8,209,441	7,578,427	7,789,649
Code Compliance	-	-	-	175,753	170,194	212,139
Animal Services	388,875	409,560	382,908	401,002	388,346	375,554
Ambulance Services	775,111	288,978	184,633	277,827	334,327	390,608
Fire Services	6,684,858	7,858,427	7,498,877	7,889,260	7,576,807	7,799,810
Health	374,240	546,411	366,793	307,074	287,626	266,078
Emergency Management	-	-	-	-	-	40,620
Total Public Safety	$ 15,540,410	$ 17,039,857	$ 15,785,477	$ 17,260,357	$ 16,335,727	$ 16,874,458
PUBLIC SERVICE						
Washington Rec Center	219,390	254,579	192,624	243,279	199,880	239,929
Cemetery	264,300	304,643	277,577	334,604	302,321	281,837
Parks and Recreation	938,924	888,016	765,171	1,135,658	943,700	1,040,796
Municipal Golf	1,159,957	1,186,443	1,121,417	1,237,605	1,183,560	1,211,153
Municipal Swimming Pools	724,550	813,853	760,387	812,607	692,974	856,051
Sports Complex	482,020	538,998	443,414	564,863	521,508	657,364
Building Maintenance	461,423	581,539	400,775	634,348	641,017	594,776
Civic Center	465,524	404,675	399,601	429,540	412,111	437,417
Library	573,194	602,700	596,497	636,299	596,327	628,382
Museum	194,233	200,647	189,614	278,706	242,427	216,243
Railroad Museum	28,420	30,999	35,070	60,784	34,532	48,221
Total Public Service	$ 5,511,935	$ 5,807,092	$ 5,182,147	$ 6,368,293	$ 5,770,357	$ 6,212,169
PUBLIC WORKS						
Public Works	99,880	201,446	194,965	168,844	208,176	178,848
Engineering	402,316	251,028	180,840	340,428	261,134	347,607
Planning & Zoning	132,414	253,310	235,566	295,166	249,642	352,632
Inspections	369,493	467,311	449,649	472,900	461,649	473,908
Gas Well Admin	237,903	270,737	236,847	286,001	241,575	385,977
Fleet Maintenance	361,750	414,356	390,818	397,397	392,115	396,939
Street Maintenance	1,433,345	1,528,977	1,221,382	1,622,712	1,502,833	1,846,819
Total Public Works	$ 3,037,101	$ 3,387,165	$ 2,910,067	$ 3,583,448	$ 3,317,124	$ 3,982,730
SANITATION						
Refuse Collection	3,291,834	3,345,080	3,720,171	3,418,702	3,689,584	3,859,925
Total Sanitation	$ 3,291,834	$ 3,345,080	$ 3,720,171	$ 3,418,702	$ 3,689,584	$ 3,859,925
TOTAL	$ 32,710,769	$ 35,367,278	$ 32,898,545	$ 36,704,459	$ 34,941,684	$ 37,371,592

General Fund Expenditures

FY 2020

$ 37,371,592





See General Fund – Summary of Receipts & Disbursements for related data.
FY 2019 data represents estimated amounts, and FY 2020 data is budgeted amounts.

Department Detail

2020

CITY COUNCIL

Department number – 0131
General Government

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 2018	Estimate 2019	Target 2020
City Council Meetings/Workshops	30	28	30
Ordinances/Resolutions/Other Actions Considered	325	299	325

CITY COUNCIL

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
SUPPLIES AND MATERIALS	1,866	3,650	2,648	3,345	-	3,345
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	941	950	990	990	-	990
CONTRACTURAL AND MISC SERVICES	18,931	38,401	36,574	44,643	-	44,643
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	7,435	7,435
01-31	**21,738**	**43,001**	**40,212**	**48,978**	**7,435**	**56,413**

CITY MANAGER

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 manager's staff serves as the primary information conduit between the Mayor, City Council, city staff, residents, businesses and visitors of the community.

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Develop and present a balanced, responsible budget for 2019 fiscal year	100%	08/19
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 personnel policy	90%	Goal FY 2020
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%	01/2019

CITY MANAGER

OTHER ACCOMPLISHMENTS FY 2019

- Held quarterly communications meetings with supervisors.
- Held quarterly communications meeting with staff representatives.
- Restructured various departments to enhance efficiencies and promote succession planning.
- Improved community communications through enhanced use of social media and City wide updates.

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN	OBJECTIVE	MEASUREMENT	TARGET FY 2020
City-wide Fee Study	Review and assess current departmental fee structures with the objective to adjust as needed to bring them in-line with benchmark communities. Incorporate as part of the annual budget process	50% of progress	03/2020
Monthly Departmental Reports	Incorporate the remaining departments into the monthly statistical reporting program	90% of progress	01/2020
Strategic Plan Update	Conduct Strategic Plan review and update for 2019.	100 % of progress	Ongoing
City-wide Five Year Capital Improvements Plan	Develop city-wide capital improvements plan outlining future facility needs, infrastructure improvements and large scale maintenance items	20% of progress	07/2020
Develop Facilty Maintenance Plan for Each Building	Starting with the City Hall building, develop a complete cleaning, maintenance and replacement schedule to include an inventory of items, warranty information and purchase/project data.	90% of progess	01/2020
Website	Perform review and refresh of City website.	90% of progress	05/2020
Expanded Audience	Develop and implement a non-electronic based communications platform (include Spanish version of materials)	05/2020	Ongoing

CITY MANAGER

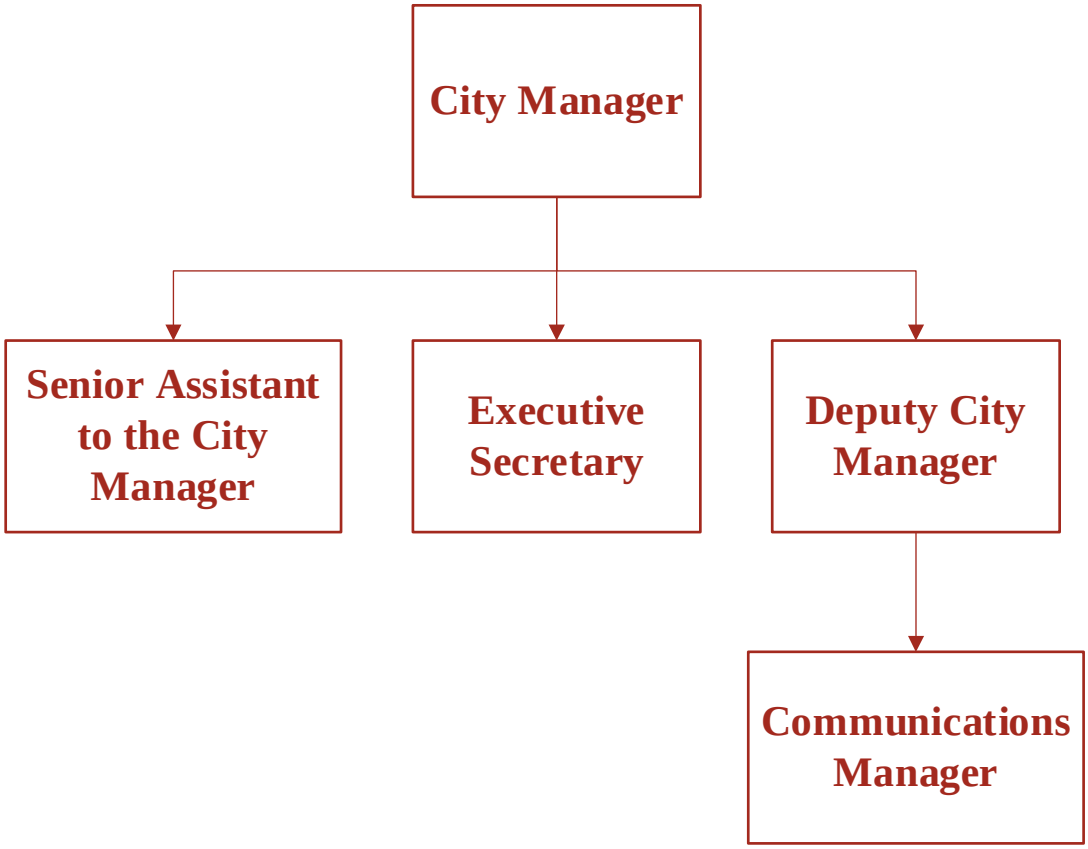
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Council meetings	24	24	24
Director's meetings	24	50	50
Planning workshops	4	4	4
Budget workshops	6	2	2
Communiqués (staff)	6	16	24
Employee communications committee lunches	0	6	8

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2019	2020	2020
CITY MANAGER	N/A	1	1	1
DEPUTY CITY MANAGER	N/A	1	1	1
SENIOR ASSISTANT TO THE CITY MANAGER	24	1	1	1
COMMUNICATIONS MANAGER	23	1	1	1
EXECUTIVE SECRETARY	17	1	1	1
TOTAL		4	4	4
PART TIME		-	-	-

CITY MANAGER



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	305,859	336,106	336,106	385,342	-	385,342
BENEFITS	107,040	135,913	135,913	145,060	-	145,060
SUPPLIES AND MATERIALS	1,409	2,175	2,175	2,575	400	2,975
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	8,934	16,245	16,880	16,755	635	17,390
CONTRACTURAL AND MISC SERVICES	8,627	39,773	39,779	35,453	-	35,453
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-32	**431,869**	**530,212**	**530,853**	**585,186**	**1,035**	**586,221**

CITY ATTORNEY

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 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-	-
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	252,911	208,005	218,214	228,005	-	228,005
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-33	**252,911**	**208,005**	**218,214**	**228,005**	**-**	**228,005**

CITY SECRETARY

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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	05/2019
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	09/2022
Continue to expand use of Laserfiche records imaging and archiving system throughout City Departments, including employee training	In Process	Continual
Continue to improve transparency by video recording of City boards and commissions, providing access on the City's cable channel and website	In Process	09/2020

CITY SECRETARY

OTHER ACCOMPLISHMENTS FY 2019

- Conducted two successful document destruction events.
- Developed records management training.
- 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 Election for the City (CISD cancelled due to unopposed candidates).
- Conducted six property resale events that included 34 properties.

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
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 consideration by City Council	10% OF PROGRESS	30%
Information Sharing/Community Involvement	Develop in-house records management training opportunities	60% OF PROGRESS	100%

CITY SECRETARY

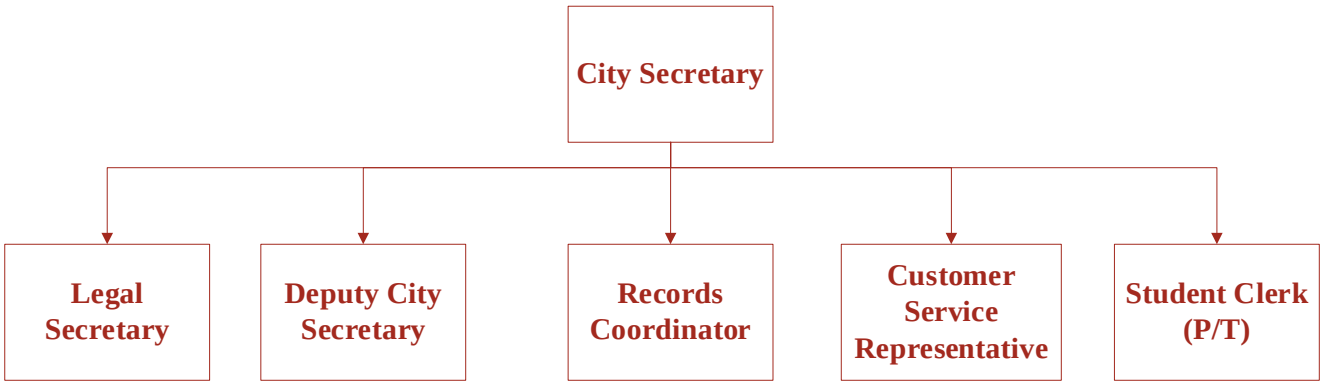
PERFORMANCE MEASURES

Measures	Actual 2018	Estimated 2019	Target 2020
City Council Agendas Prepared/Meetings Attended	35	30	32
4B Economic Development Board and Railroad Museum Advisory Committee agendas prepared/meetings attended	9	9	8
Public recognitions, plaques, certificates, proclamations	41	26	35
Resolutions and Ordinances prepared for Council consideration	222	180	200
Penalty ordinances approved and published	25	54	70
Ordinances amending Code and codified	11	20	22
Alcoholic beverage permit applications processed	40	30	43
Official documents scanned and indexed	4817	4300	4500
Elections conducted	1	1	1
Public information requests processed	1064	1300	1400
Property liens/releases processed	120	130	100
City Council Agendas Prepared/Meetings Attended	35	30	32

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
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	1	1	1
CLERK	11	-	-	-
TOTAL		5	5	5
PART TIME		1	1	1

CITY SECRETARY



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	303,774	311,539	280,952	278,516	-	278,516
BENEFITS	140,383	146,143	129,246	124,169	-	124,169
SUPPLIES AND MATERIALS	1,611	2,739	3,775	3,963	-	3,963
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	14,671	14,600	14,473	14,600	-	14,600
CONTRACTURAL AND MISC SERVICES	44,396	82,905	54,008	79,901	-	79,901
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-34	**504,835**	**557,926**	**482,454**	**501,148**	**-**	**501,148**

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.

PRIOR BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2019
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	Bid of bank depository contract for a five year term	% OF PROGRESS	100%

OTHER ACCOMPLISHMENTS FY 2019

- Reduced month end closing time to 10 working days.
- Added new interlocal and cooperative purchasing contracts.
- Implemented new departmental budget request process.
- Implemented Incode Cash Collections module.

FINANCE

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

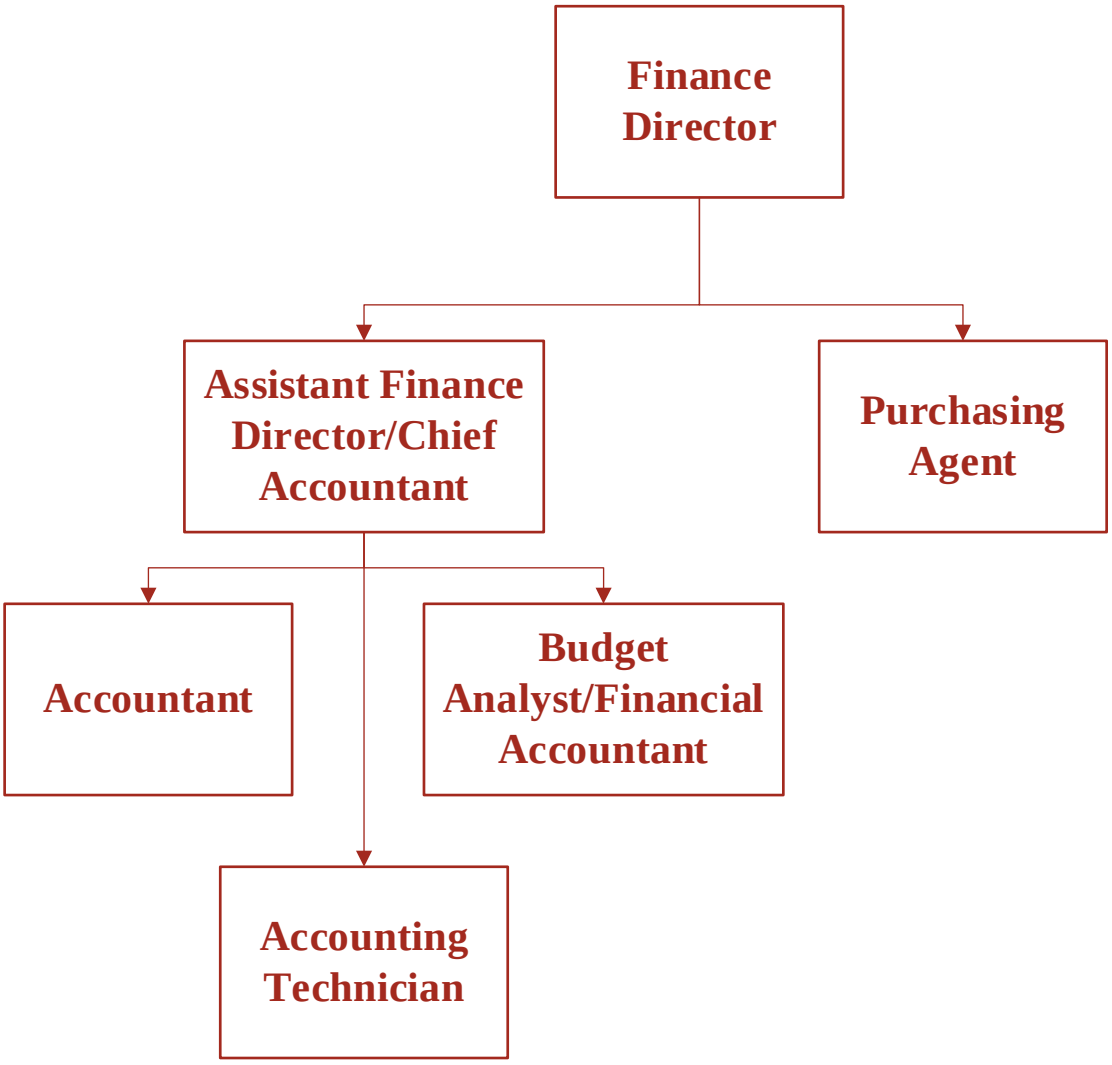
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Information Sharing/Community Involvement	Provide new interlocal contract commodity agreement updates monthly	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Prepare payroll using Kronos Timekeeping system	% OF PROGRESS	100%
Information 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	Implement purchase card program	% OF PROGRESS	100%

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Accounts payable payments processed	7,867	7,537	7,500
Payroll direct deposits	9,233	9,152	9,195
Bond ratings	AA	AA	AA
Grants received	21	19	20
Bond issues processed	0	1	1
Bid openings	10	15	15

FINANCE

PERSONNEL SCHEDULE				
FULL TIME	**PAY GRADE**	**2018**	**2019**	**2020**
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
TOTAL		6	6	6
PART TIME		-	-	-



FINANCE

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	460,026	464,961	449,694	482,941	-	482,941
BENEFITS	184,461	199,684	167,850	185,232	-	185,232
SUPPLIES AND MATERIALS	4,397	3,650	3,898	2,950	-	2,950
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	20,624	17,500	18,077	18,736	-	18,736
CONTRACTURAL AND MISC SERVICES	16,560	47,279	16,163	36,446	-	36,446
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-35	**686,068**	**733,074**	**655,682**	**726,304**	**-**	**726,304**

HUMAN RESOURCES

Department Number - 0136
General Government

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 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 loses 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.

HUMAN RESOURCES

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
IMAGE certified through the U.S. Immigration & Customs Enforcement	70%	Goal FY 2020
Update all job descriptions	75%	Goal – FY 2019
City of Cleburne Personnel Policies update	90%	Goal - FY 2020
Implementation of Telestaff and Workforce Ready	50 %	Goal - FY 2020
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 2019

- Refreshed the Wellness Program - WELLNESS LAND, consisting of new programs such as The Great Walking Adventure, Gramma's Cooking Challenge, and Ginga Ninja Game nights.
- Administered 3 Entry Level Police Exams
- Administered 1 Entry Level Fire Exam
- Administered 2 Promotional Firefighter Exams
- Administered 2 Promotional Police Officer Exams
- Hosted various Employee events such as - Employee Appreciation Event, Brown Bag lunches with the City Manager, Supervisor Training, Employee Flu shot Clinic and various other smaller employee activities
- Streamlined FMLA paperwork
- Documented several Human Resource Procedures related to Benefit Processing and billing
- Researched and completed Compensation Studies for several positions including the City Secretary, IT Enterprise Manager, and the Director of Community Development
- Cross trained staff for Benefit Administration and Billing
- Passed the Texas Hazardous Communication Audit
- Set up the Language Line for interpretation services Citywide
- Updated the Civil Service Local Rules

HUMAN RESOURCES

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Information Sharing/Community Involvement	IMAGE Certified through the U.S. Immigration & Customs Enforcement	70% OF PROGRESS	100%
Information Sharing/Community Involvement	Annual Compensation Statements and Employee Information Update	0% OF PROGRESS	50 %
Information Sharing/Community Involvement	Update all job descriptions	85% OF PROGRESS	100%
Information Sharing/Community Involvement	Communicate new policies and procedures	90% OF PROGRESS	100%
Information Sharing/Community Involvement	Implementation of Telestaff and Workforce Ready	50% OF PROGRESS	100%
Information Sharing/Community Involvement	Research new HRIS Program	25% OF PROGRESS	100%
Information Sharing/Community Involvement	Create Safety/Accident Review Committee	25% OF PROGRESS	100%
Information Sharing/Community Involvement	Update Human Resources and Civil Service Website	25% OF PROGRESS	100%
Information Sharing/Community Involvement	Continue to Update HR Forms	Ongoing	Ongoing

HUMAN RESOURCES

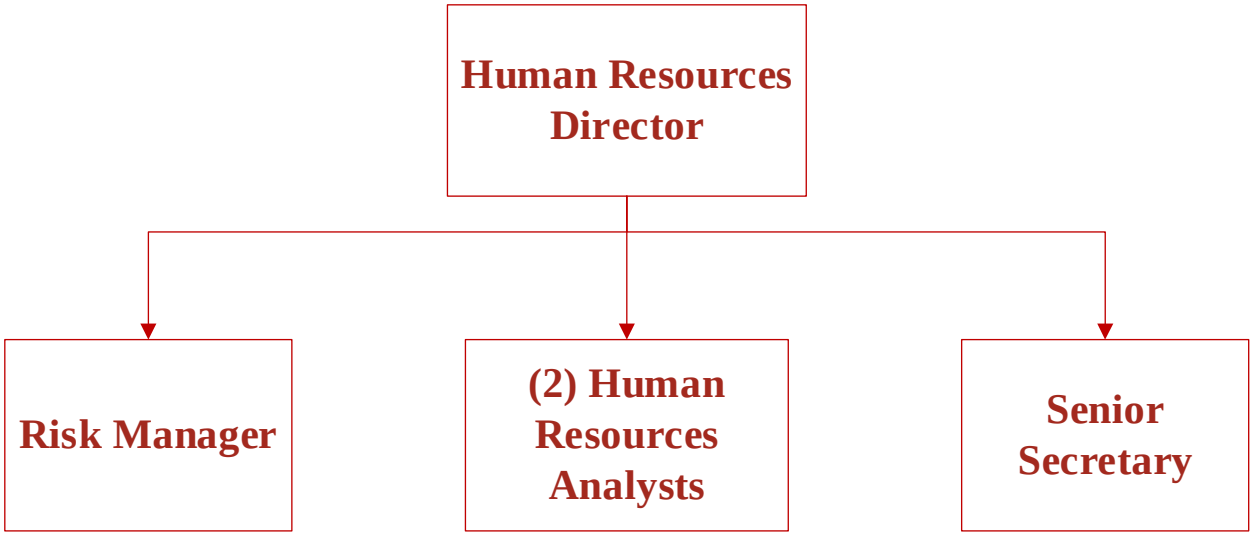
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Number of positions advertised	61	76	55
Number of applications received	1,597	1,487	1,400
Number of New Hire Orientation classes held	56	54	45
Turnover rate for full & part time employees (not including seasonal positions)	23.70%	21.51%	20 %
Number of Personnel Action Forms processed/verified	926	1,205	1,500
Participants in Wellness Initiative (discounted health insurance)	90 %	89%	93%
Medical and pharmacy loss ratio	52%	58%	75%
Employee Grievances filed	1	0	1
Number of Civil Service Appeals	1	0	1
Worker's compensation experience rating	.51	.51	.55
Number of lost time injuries	4	3	2
Average training hours per employee (goal is greater than 3 hours)	6	7	6
Number of Property & Liability Claims processed	37	40	40
Number of Citizen Claims	23	14	10

HUMAN RESOURCES

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
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
TOTAL		5	5	5
PART TIME		-	-	-



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	301,317	313,274	307,691	333,093	-	333,093
BENEFITS	112,605	129,896	114,127	124,148	-	124,148
SUPPLIES AND MATERIALS	34,890	51,145	48,635	51,385	-	51,385
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	10,889	13,130	12,004	14,030	-	14,030
CONTRACTURAL AND MISC SERVICES	50,704	99,595	91,722	113,541	-	113,541
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-36	**510,405**	**607,040**	**574,179**	**636,197**	**-**	**636,197**

MUNICIPAL COURT

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, and state court courts, schedule court hearings, maintain records relating to court proceedings, and report various statistical data to the state.

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Promote citizen education on the role of municipal court through information technology to increase public trust and confidence in our judicial system	Same as provide public announcement/awareness below	Continually trying to find ways to promote education
Develop a procedure manual	Complete	Fall 2018
Update security of building with electronic card readers	Complete	August 2019
Enhancement of jury services	Incomplete	Unknown at this time
Courtroom computer access	Complete	February 2019

OTHER ACCOMPLISHMENTS FY 2019

- Implementation of new ordinances adopted from the International Property Maintenance Code.
- Worked with various departments in implementing changes from the legislative update as well as updating court processes & documents to ensure compliance.
- Completed warrant & active file auditing.
- Internal auditing of court files & prepared records for destruction. (Records destroyed:2009-2012)

MUNICIPAL COURT

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	DESCRIPTION
Aesthetic Enhancements	Enhance the court security camera system	To update and enhance the Court's security camera system.
Information Sharing/Community Involvement	Outreach/provide public awareness	To enhance communications and provide outreach to our community by providing resources and building relationships.

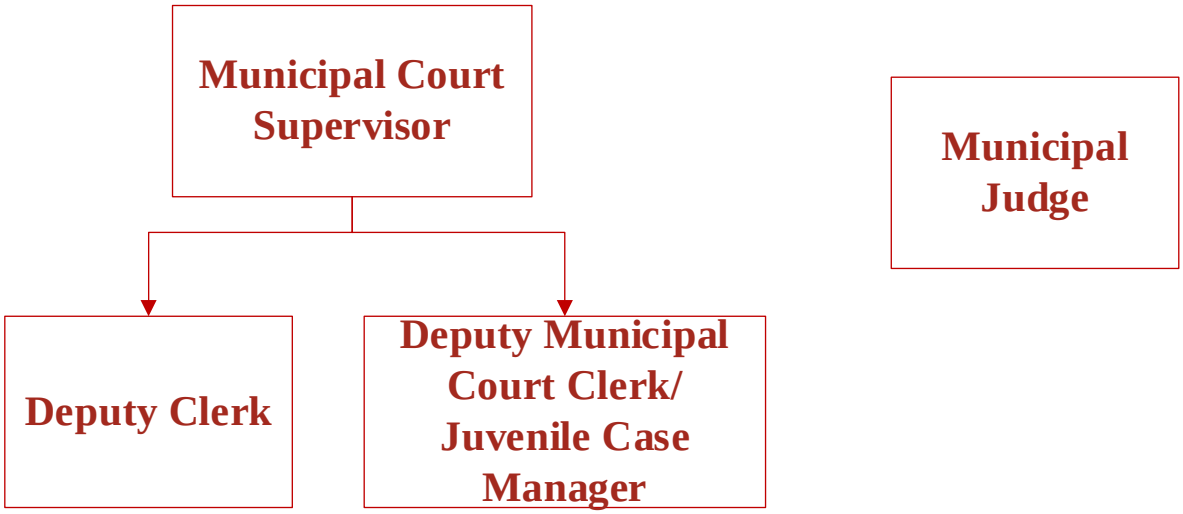
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Total New Cases Filed	7,461	6,405	5,500
Dismissals from New Cases Filed	1,248	1,024	800
# of Issued Warrants / Monetary Value	1,887/$897,000	2,100/$950,000	2,100/$950,000
# of Cleared Warrants / Monetary Value	1,563/$750,000	1,900/$900,000	1,900/$900,000

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
MUNICIPAL JUDGE	N/A	1	1	1
MUNICIPAL COURT REPORTER	20	1	1	1
DEPUTY MUNICIPAL COURT CLERK/JUVENILE CASE MANAGER	14	1	1	1
DEPUTY MUNICIPAL COURT CLERK	12	1	1	1
TOTAL		4	4	4
PART TIME		-	-	-

MUNICIPAL COURT



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	168,749	172,638	176,184	169,689	-	169,689
BENEFITS	59,942	80,637	62,008	53,116	-	53,116
SUPPLIES AND MATERIALS	8,355	8,970	8,098	8,750	-	8,750
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	15,619	18,618	16,118	17,275	-	17,275
CONTRACTURAL AND MISC SERVICES	58,688	71,945	69,181	72,508	-	72,508
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-37	**311,354**	**352,808**	**331,589**	**321,338**	**-**	**321,338**

INFORMATION TECHNOLOGY

Department Number - 0138
General Government

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 geographic information system (GIS) services and support for mapping 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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Upgrade to Windows 10 and Office 2016	In Progress	FY20
Replace All PCs Older Than 5 Years	In Progress	FY20
Citywide Security Camera Upgrades	Completed	9/1/2019
Implement Next-Generation Firewall	Completed	9/1/2019
Migrate to Johnson County Public Safety Software Consortium	Completed	2/1/2019

OTHER ACCOMPLISHMENTS FY 2019

- Provisioned IT services at new Streets facility
- Upgraded audio/visual systems and WiFi in Conference Center
- Upgraded audio/visual systems in Fire training room and audio systems at all fire stations
- Implemented new IT asset management and help desk software
- Upgraded credit card machines
- Relaunched SharePoint and provided training for increased intranet adoption
- Upgraded server virtualization software, voting software, phone (VoIP) software, and police/fire scheduling software

INFORMATION TECHNOLOGY

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Upgrade to Windows 10 and Office 2016	% OF PROGRESS	100%
Planning & Growth Management	Replace all PCs that are older than 5 years	% OF PROGRESS	100%
Planning & Growth Management	Complete Year 1 Cityworks Implementation	% OF PROGRESS	100%
Planning & Growth Management	Replace wireless access points citywide	% OF PROGRESS	100%
Planning & Growth Management	Implement network traffic redirection	% OF PROGRESS	100%

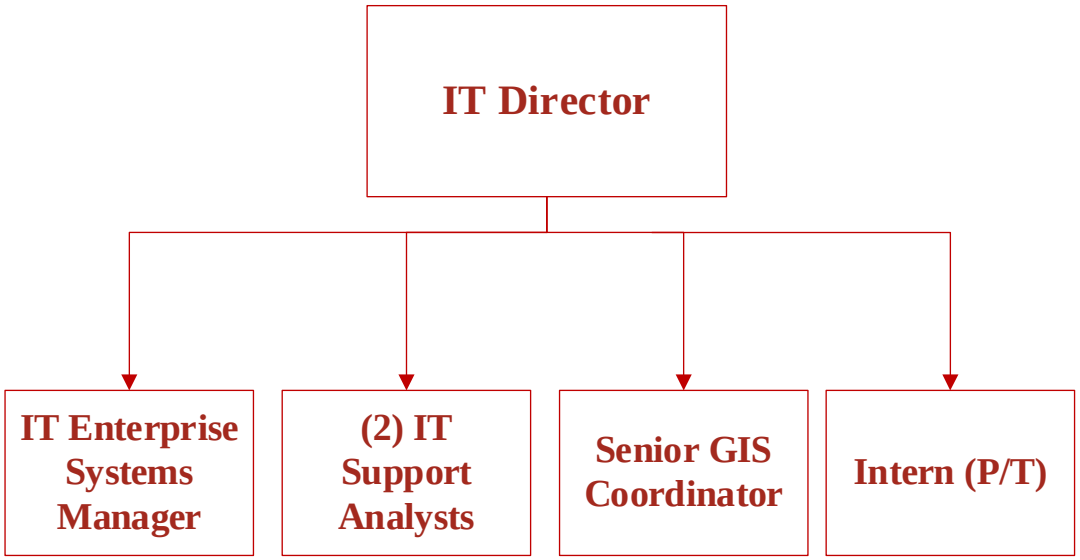
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Personal computers supported	330	325	330
Number of servers supported	76	84	88
Number of helpdesk tickets closed	1,922	2,118	2,500
Number of departmental applications supported	35	38	40
Telephone extensions supported	210	245	247

INFORMATION TECHNOLOGY

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
DIRECTOR OF INFORMATION TECHNOLOGY	N/A	-	1	1
INFORMATION TECHNOLOGY MANAGER	30	1	-	-
SENIOR GIS COORDINATOR	26	-	1	1
ENTERPRISE SYSTEMS MANAGER	25	1	1	1
IT SUPPORT ANALYST	22	2	2	2
MULTIMEDIA SPECIALIST	20	1	-	-
TOTAL		5	5	5
PART TIME		-	-	-
SEASONAL				
INTERN		-	-	1
TOTAL FULL TIME, PART TIME AND SEASONAL		5	5	6



INFORMATION TECHNOLOGY

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	368,486	381,140	375,928	408,565	-	408,565
BENEFITS	148,097	177,124	168,024	169,223	-	169,223
SUPPLIES AND MATERIALS	7,380	12,950	12,850	12,350	-	12,350
M&R - LAND, STRUCTURES AND STREETS	1,118	300	300	1,000		1,000
M&R - EQUIPMENT AND VEHICLES	357,188	288,538	292,638	284,142	248,154	532,296
CONTRACTURAL AND MISC SERVICES	54,286	141,913	130,135	147,552	1,057	148,609
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	125,000	125,000	-	69,600	69,600
01-38	**936,555**	**1,126,965**	**1,104,874**	**1,022,832**	**318,811**	**1,341,643**

NON-DEPARTMENTAL

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 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	879,230	646,000	863,661	671,840	-	671,840
BENEFITS	271,556	296,140	342,686	845,318	-	845,318
SUPPLIES AND MATERIALS	5,192	13,000	8,940	14,150	-	14,150
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	12,276	44,157	41,535	45,124	-	45,124
CONTRACTURAL AND MISC SERVICES	391,926	492,985	318,578	484,611	-	484,611
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-39	**1,560,180**	**1,492,282**	**1,575,400**	**2,061,043**	**-**	**2,061,043**

ECONOMIC DEVELOPMENT

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 expand the tax base. It is also responsible for working with existing businesses in expansion projects as well as retention of these businesses. The department is also responsible for the marketing and public information efforts for the City through various media outlets, in collaboration with the Communications Manager.

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Develop contacts within the Economic Development field	In process	Continual
Expand and continue downtown façade improvement program and continue Building Rehab Incentive Program for buildings in the downtown commercial historic district	Completed	Continual
Coordinate with CEDF in contracting EDP Best Practices LLC to draft marketing plan for industrial park	In process	In process
Draft Economic Development Strategic Plan	In process	ongoing
Finalize downtown Historical Designation program through ArchiTexas	Completed	10/24/18
Revise the Economic Development web pages as part of the city-wide website upgrade	In process	Continual

ECONOMIC DEVELOPMENT

OTHER ACCOMPLISHMENTS FY 2019

- Continued promotion of downtown grant programs (Façade & Bldg Rehab grants) with high degree of success
- Implemented quarterly reporting of economic development projects 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)
- Developed a monthly report of economic development statistics for City Manager
- Worked with Airport Manager to develop framework in drafting strategic plan for marketing the airport property to aeronautically-related businesses
- Collaborated with Cleburne Economic Development Foundation in engaging the services of EDP Best Practices to develop a marketing plan document for determining the best means of promoting Industrial Park properties to outside parties.
- Continued marketing of downtown properties for retail/mixed use projects
- Attended Connect Industrial Conference in Houston for insight into industrial property trends and marketing
- Collaborated with the Chamber of Commerce, Convention & Visitors Bureau, and CEDF in developing new aerial map and digital "dashboard" to be used in marketing efforts
- Implemented 380 Agreement with Chisholm Trail Outdoor Museum to recruit part time Administrator to run daily operations of the museum.
- 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 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Economic Development Initiatives	Continue expansion and promotion of downtown façade improvement and bldg. rehab programs	% OF PROGRESS	100%
Economic Development Initiatives	Coordinate with Airport Manager to develop strategic plan to attract aviation-related businesses to airport	% OF PROGRESS	100%
Economic Development Initiatives	Draft Economic Development Strategic Plan	% OF PROGRESS	100%
Economic Development Initiatives	Implement Industrial Development Study to determine marketing game plan for Industrial Park	% OF PROGRESS	100%

ECONOMIC DEVELOPMENT

Economic Development Initiatives	Continue revisions to Economic Development webpage	% OF PROGRESS	100%

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Reports to Council	1	4	4
Grants Recorded	1	10	8
New contacts	93	78	80
Workshops, Trainings, Seminars	1	7	6

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
ECONOMIC DEVELOPMENT MANAGER	26	1	1	1
TOTAL		1	1	1
PART TIME		-	-	-

Economic Development Manager

ECONOMIC DEVELOPMENT

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	58,138	64,191	65,229	68,271	-	68,271
BENEFITS	25,627	26,535	34,944	32,457	-	32,457
SUPPLIES AND MATERIALS	14,889	19,800	10,104	18,558	-	18,558
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	100	350	178	350	-	350
CONTRACTURAL AND MISC SERVICES	117,479	278,047	212,037	195,777	-	195,777
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-40	**216,233**	**388,923**	**322,492**	**315,412**	**-**	**315,412**

POLICE DEPARTMENT

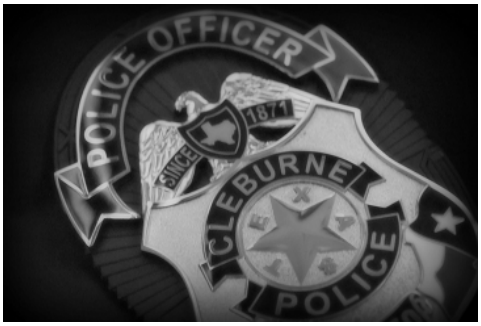
Department Number – 0141
Public Safety

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Promote traffic safety and reduce serious crashes by 10% per capita through proper levels of enforcement and traffic-related education programs	Ongoing	N/A
Focus on community-based policing dedicated to forming interactive community partnerships in order to build trust and foster collaboration	Ongoing	N/A
Promptly contact crime victims and provide appropriate and thoughtful assistance	Ongoing	N/A
Continue implementing recommendations from the Final Report of the President's Task Force on 21st Century Policing	Ongoing	N/A
Maintain "Recognized Law Enforcement Agency" status through the Texas Law Enforcement Best Practices Recognition Program	Ongoing	N/A
Average response time to high priority calls within 5 minutes	0:04:38	fiscal year to date
Reduce serious traffic crashes by 10%	Down 23.1%	fiscal year to date

POLICE DEPARTMENT

OTHER ACCOMPLISHMENTS FY 2019

- Worked with CISD to implement a practicum program for students interested in law enforcement careers
- Completed one traffic safety education and enforcement program, with three more planned for the year
- Implemented new computer aided dispatch and records management system
- Sent an Assistant Chief to the FBI National Academy for advanced management training
- UNIDOS immigration forum for members of the Hispanic community with attorneys and representatives from the U.S. Citizenship and Immigration Services
- Completed two Rape Aggression Defense Training Programs
- National Drug Take Back
- Parent Safety Training
- Participated in CISD Multi-Cultural Fair
- National Night Out

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Implement Rape Aggression Defense Training Program	% of Progress	4 events
Aesthetic Enhancements/Quality of Life Programs	Explore opportunities to leverage regional law enforcement partnerships to solve crimes	Ongoing	N/A
Information Sharing/Community Involvement	At least two UNIDOS meetings	Ongoing	N/A
Information Sharing/Community Involvement	At least one Citizens Police Academy	Ongoing	N/A
Information Sharing/Community Involvement	At least one Teen Academy	Ongoing	N/A
Information Sharing/Education	Have an Assistant Chief attend a New York City Police Department COMPSTAT meeting	Completion	N/A

POLICE DEPARTMENT

Aesthetic Enhancements/Quality of Life Programs	Traffic safety education and enforcement campaigns	% of Progress	One campaign each quarter
Aesthetic Enhancements/Quality of Life Programs	Maintain Part 1 crimes and crashes below current per-capita levels	Ongoing	N/A
Information Sharing/Education	Training for newly promoted Lieutenant and Sergeant	Completion	N/A

PERFORMANCE MEASURES

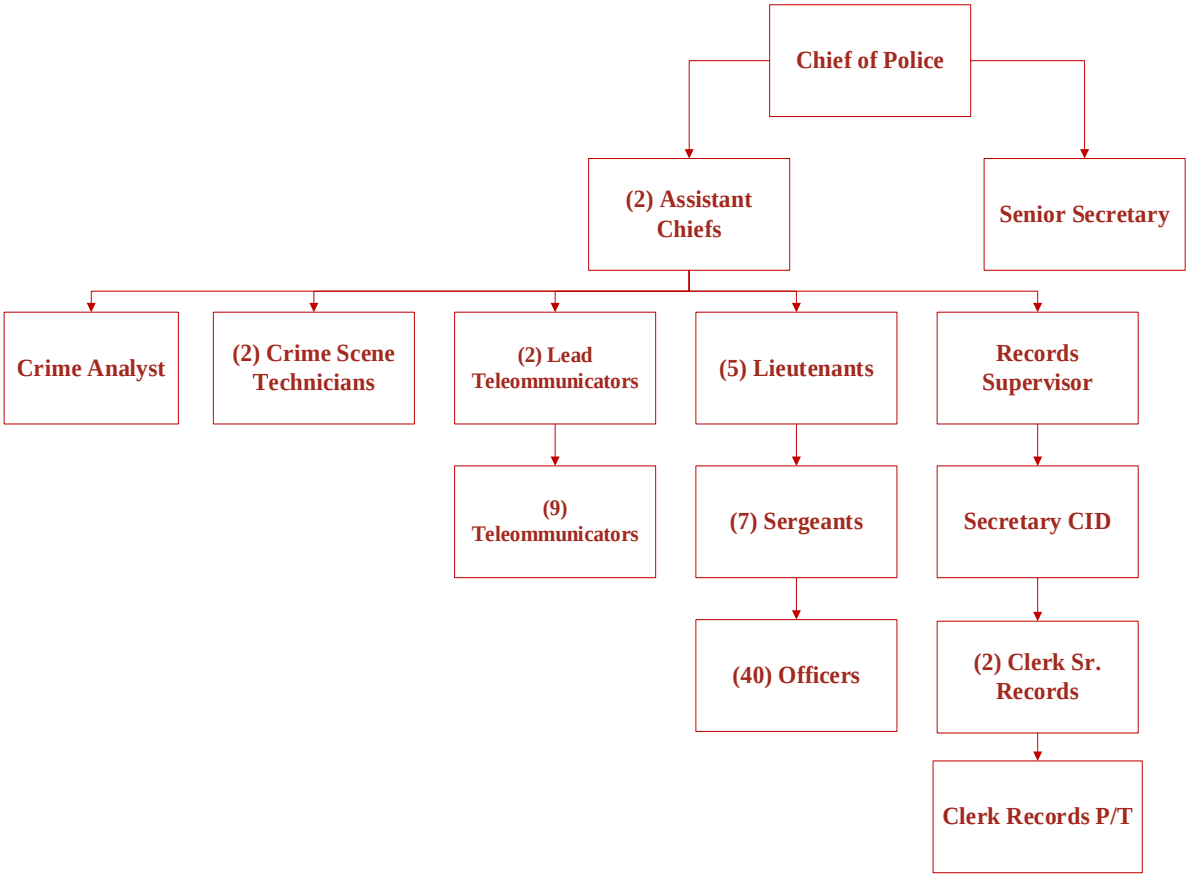
Measures	Actual 2018	Estimate 2019	Target 2020
Calls for Service	49, 280	49,186	51,301
Reports	3,073	3,365	3,113
Arrests	1,453	1,566	1,671
UCR Part 1 Offenses	658	710	847
Traffic Crashes	706	739	761
Traffic Stops	13,659	11,823	13,212
Citations Issued	6,766	6,061	5,622
Cases Assigned	647	743	790

POLICE DEPARTMENT

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
COMMISIONED OFFICERS				
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	38	38
NON-CIVIL SERVICE PERSONNEL				
CRIME ANALYST	21	-	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
TOTAL		73	74	74
PART TIME		1	1	1

POLICE DEPARTMENT



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	4,598,116	4,784,681	4,487,600	4,813,993	-	4,813,993
BENEFITS	2,111,158	2,186,891	2,014,758	2,029,935	-	2,029,935
SUPPLIES AND MATERIALS	183,733	217,567	213,777	178,330	5,200	183,530
M&R - LAND, STRUCTURES AND STREETS	3,941	4,175	4,800	5,000	-	5,000
M&R - EQUIPMENT AND VEHICLES	170,730	191,284	133,900	121,905	-	121,905
CONTRACTURAL AND MISC SERVICES	518,025	593,374	578,211	640,486	-	640,486
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	18,173	150,000	145,381	-	14,161	14,161
01-41	**7,603,876**	**8,127,972**	**7,578,427**	**7,789,649**	**19,361**	**7,809,010**

CODE COMPLIANCE

Department Number - 0142
General Government

WHY DO WE EXIST?

The mission of the Cleburne Marshal's Office is to provide education and enforcement, and develop resources in response to a wide range of issues that affect the environment, health, safety, property and the general well-being of our community.

WHAT DO WE DO?

The Code Compliance Division of the Marshal's Office works in partnership with our stakeholders to safeguard life within our community and enforce municipal ordinances and state laws enacted to protect the health, safety, environment and general well-being of our community.

We initiate and respond to complaints to investigate potential violations of state laws, municipal ordinances, codes, and regulations relating to environmental crimes, substandard properties, illegal dumping, and public nuisance violations. We seek voluntary code compliance through public education and impartial enforcement of laws and ordinances. In cases where voluntary compliance is not achieved, we seek compliance through effective, expeditious and judicious enforcement using 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 BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN	OBJECTIVE	STATUS	ACCOMPLISHED
Aesthetic Enhancements/ Quality of Life Programs	Increase volunteer participation by 50%.	100%	09/30/2019
Aesthetic Enhancements/Quality of Life Programs	Increase voluntary compliance by 50%.	100%	09/30/2019

CODE COMPLIANCE

Information Sharing/Community Involvement	Participate in at least one community outreach event per quarter.	100%	09/30/2019
Information Sharing/Community Involvement	Update website to provide public education about code compliance issues.	25%	05/31/2019
Aesthetic Enhancements/Quality of Life Programs	Enhance code enforcement operations through software/hardware enhancements, additional personnel, and other departmental assistance.	75%	01/01/2019
Aesthetic Enhancements/Quality of Life Programs	Develop rental property ordinance, registration process and inspection procedures to ensure substandard rental properties are mitigated.	100%	01/01/2019
Aesthetic Enhancements/Quality of Life Programs	Establish new codes relating to parking on unpaved surfaces, fencing, unoccupied structures, others	100%	01/01/2019

OTHER ACCOMPLISHMENTS FY 2019

- Deputy Marshals obtained certification for court security
- Participated in Buffalo Creek Cleanup, Keeping Cleburne Beautiful, CIA, City Cleanup Committee, Hazardous Household Waste event, Drug Take Back
- Increased enforcement efforts with other city departments
- Increased public education for code enforcement activities

CODE COMPLIANCE

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES			
STRATEGIC PLAN	**OBJECTIVE**	**MEASUREMENT**	**TARGET FY 2020**
Aesthetic Enhancements/ Quality of Life Programs	Implement Cityworks software for Code records management.	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Evaluate property maintenance ordinances and update as needed.	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Update garage sale and itinerant vendor ordinances.	% 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%
Aesthetic Enhancements/Quality of Life Programs	Evaluate/update ordinances affecting homeless populations.	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Evaluate and prepare comprehensive report on the need and potential benefits of a full time warrant officer.	% OF PROGRESS	100%
Aesthetic Enhancements/Quality of Life Programs	Evalute job duties within the records unit to determine if the unit can assume some administrative functions of code compliance.	% OF PROGRESS	100%

CODE COMPLIANCE

PERFORMANCE MEASURES

Cases	Actual 2018	Actual 2019	Target 2020
High Grass	454	553	575
Abandoned Vehicle	11	329	350
Junk Vehicle Violation	240	656	675
Rubbish and Garbage	212	370	375
Bulk Trash Violation	23	118	130
Zoning Violation	76	79	100
Dead Tree/Vegetation	*	49	75
Parking on Unimproved Surface	*	213	190
Outside Storage Violation	*	54	75
Deteriorated Structure	37	62	75
Sign Violation	0	140	75
Residential Parking Violation	*	63	60
Noxious/Invasive Vegetation	*	6	20
Unsanitary Condition	35	38	50
Illegal Dumping	4	11	15
Other	119	182	180
	1,211	2,923	3,020

Activities	Actual 2018	Actual 2019	Target 2020
Marshal Initiated	570	1,866	2,100
Public Complaint	603	850	825
Other Agency Complaint	35	229	225
Violation Referred to AHJ	*	230	200
Inspection	2,804	5,632	6,000
Notice Posted on Property	*	1,815	1,900
Notice Mailed	*	1,472	1,600
Record Case File	*	1,244	1,500
Person Contact	*	379	400
Phone / Text / Email Contact	*	450	450
Request for Extension	*	190	200
Community Assistance Referral	*	10	20
Warning Citation Issued	*	44	30
Citation Issued	75	270	275
No Violation Found-Closed	*	142	125
Voluntary Compliance-Closed	*	1,854	2,000
Mandated Compliance-Closed	*	164	225
City Abated Violation-Closed	*	218	250
Other	*	647	675
Totals	4,087	17,706	19,000

* Data not collected for 2018

CODE COMPLIANCE

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2018	2019
CODE ENFORCEMENT OFFICER	19	-	2	2
TOTAL		-	2	2
PART TIME		-	-	-

Code Enforcement Officer (2)

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	-	95,944	86,579	99,566	-	99,566
BENEFITS	-	44,875	53,472	51,718	-	51,718
SUPPLIES AND MATERIALS	-	17,156	14,030	13,386	-	13,386
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	1,178	1,479	1,678	-	1,678
CONTRACTURAL AND MISC SERVICES	-	16,017	14,634	45,792	-	45,792
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-42	**-**	**175,170**	**170,194**	**212,139**	**-**	**212,139**

ANIMAL SERVICES

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 population 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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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	Complete	08/15/2019
Reduce Response Time to Calls for Service	Ongoing	N/A
Increase Live Release Rate	Ongoing	N/A
Increase Adoption Rate	Ongoing – FY 19 rate increased by 10%	N/A
Increase Public Outreach and Education	Ongoing	N/A
Implement "Fix it or Ticket" and Responsible Pet Ownership Programs	Ongoing	N/A
Research and Implement Spay/Neuter Program for Low-Income Families	Ongoing	N/A

ANIMAL SERVICES

OTHER ACCOMPLISHMENTS FY 2019

- Provided 25 vouchers for low cost spay/neuter to low income families with pets
- Continued partnerships with rescues will result in over 300 animals being transferred to rescue
- Increased adoptions by 10%
- Community events increased awareness and public education regarding responsible pet ownership
- Raised over $13,000 for the Happy Tails Fund which allows us to help more citizens in need of low cost spay/neuter and/or provide extra care to animals that would otherwise be euthanized

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

OBJECTIVE	MEASUREMENT	TARGET FY 2020
Increase number of patrols throughout city	% of Progress	50% Increase
Increase Adoption/Community Events	% Progress	25% Increase
Raise $30,000 for Adoption/Emergency Response Trailer	% of Progress	50% of Total Cost
Increase Enforcement	% of Progress	50% Increase
Increase Live Release Rate	% of Progress	15% Increase
Reduce Response Time for Calls for Service	% of Progress	25% Reduction in Response Time

PERFORMANCE MEASURES

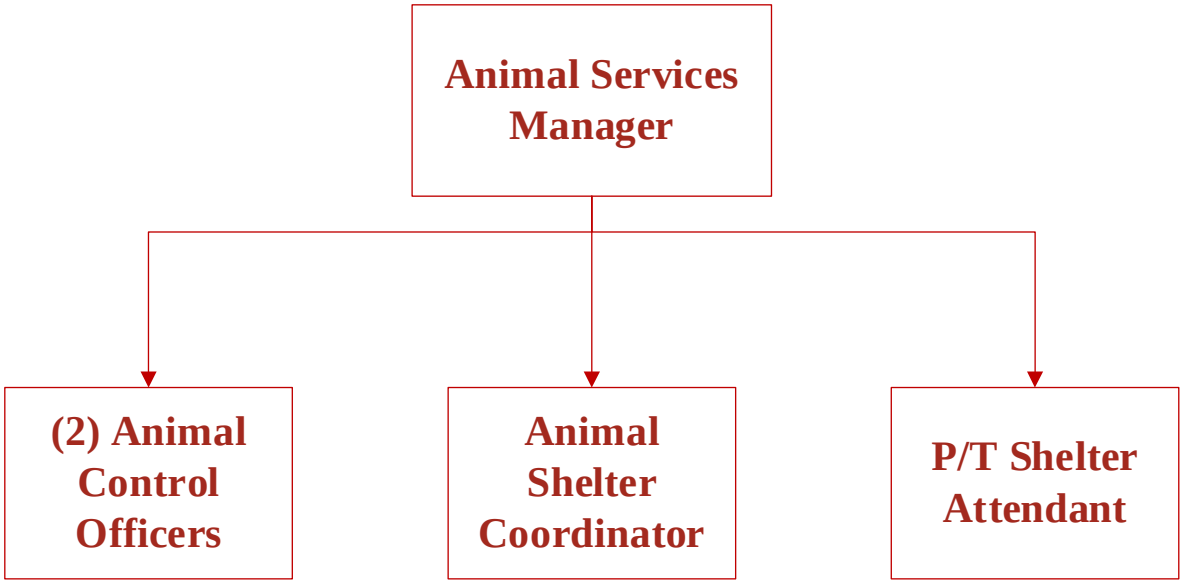
Measures	Actual 2018	Actual 2019	Target 2020
Requests for Service	1,631	1,658	1,700
Animals Impounded	1,388	1,275	1,200
Animals Surrendered	595	737	400
Animals Euthanized	596	874	500

ANIMAL SERVICES

Animals Adopted (Includes Rescue Transfer)	923	946	1,050
Animal Returned to Owner	275	241	300

PERSONNEL

FULL TIME	PAY GRADE	2018	2019	2020
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		1	1	1



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	193,572	187,971	186,006	187,443	-	187,443
BENEFITS	101,121	106,562	76,114	67,219	-	67,219
SUPPLIES AND MATERIALS	40,471	44,420	58,448	55,210	10,100	65,310
M&R - LAND, STRUCTURES AND STREETS	3,410	4,000	5,564	5,600	6,000	11,600
M&R - EQUIPMENT AND VEHICLES	3,472	10,500	10,806	4,500	-	4,500
CONTRACTURAL AND MISC SERVICES	45,199	41,617	51,408	56,372	-	56,372
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	5,854	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	12,000	12,000
01-43	**393,099**	**395,070**	**388,346**	**376,344**	**28,100**	**404,444**

AMBULANCE SERVICES

Department Number - 0146
Public Safety

WHY DO WE EXIST?

The Cleburne Fire Department's mission to saves 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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Teach "Stop the Bleed" classes for the community for free	Complete	May 11, 2019
Teach "Stop the Bleed" classes for the teachers in the CISD	Ongoing	Ongoing during School year 2018-2019
Implement Community Health Paramedic Program	Complete	March 01, 2019
Complete and open Central EMS Supply at Fire Admin	Complete	July 8th, 2019
Fully integrate Medical Supply into electronic management software	Complete	July 22nd, 2019

OTHER ACCOMPLISHMENTS FY 2019

- Implemented a EMS protocol review committee
- EMS Chart QA/QI program
- Designated Clinical Site for El Centro College, Hill College, SWAU, and Navarro College
- Flu shot Clinic (administsered flu shots to city employees and family)

AMBULANCE SERVICES

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Information sharing/Community Involvment	Teach "Stop the Bleed" classes for the community for free	Hold 2 multi class session Saturdays	March and September Classes
Aesthetic Enhancements/Quality of Life Programs	Teach "Stop the Bleed" classes for the teachers in the CISD	Train 100% of teachers/staff	Ongoing during School year 2019-2020
Planning & Growth Management	Fully integrate the ability to use pre-fire plans during fire and EMS incidents	Ability to access pre-fire plans in a quick and efficient manner	Inplementation in May. Crews will continue ongoing pre-fire plans of building in Cleburne
Aesthetic Enhancements/Quality of Life Programs	Expand Community Health Paramedic Program with THR Cleburne	Increase number of in-home visits for enrolled patients	April 6th, 2020
Planning & Growth Management	Complete implamentation of narcotic Module in Operative IQ	Track all narcotic medication though Operative IQ	July 2020

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Ambulance Responses	3,184	3,498	3,500
Ambulance Patient Transports	2,547	2,798	2,800
Precentage of Patients Transported vs. Ambulance Responses	80%	78%	80%
Revenue Collected	1,078,244	1,165,987	1,162,000
Average Collection Per Transport	$409.20	$418.51	$415.00

AMBULANCE SERVICES

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
COMMISSIONED OFFICERS				
FIREFIGHTER	N/A	-	-	-
FF ENGINEER	N/A	-	-	-
TOTAL		-	-	-
PART TIME		-	-	-

* All personnel were transferred to the Fire Department, number 01-47, for FY18.

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES					-	-
BENEFITS					-	-
SUPPLIES AND MATERIALS	70,677	151,000	132,500	140,500	-	140,500
M&R - LAND, STRUCTURES AND STREETS	26,024	10,800	11,100	3,300	-	3,300
M&R - EQUIPMENT AND VEHICLES	18,987	26,100	16,000	20,000	-	20,000
CONTRACTURAL AND MISC SERVICES	48,397	79,927	164,727	224,308	-	224,308
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	20,550	10,000	10,000	2,500	-	2,500
01-46	**184,635**	**277,827**	**334,327**	**390,608**	**-**	**390,608**

FIRE SERVICES

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Develop Skills and Abilities of Personnel – Update Training Room A/V to allow remote classes	Not Completed	Some A/V equipment purchased - additional equipment still needed
Manage Fire Department Resources Effectively – Order replacement Aerial apparatus	Completed	Aerial Apparatus ordered with delivery expected in January 2020
Develop Skills and Abilities of Personnel – Increase the number of Fire Clown children's programs	Completed	Clown (LAFS) Program Completed 13 Fire Education Programs

FIRE SERVICES

Develop Skills and Abilities of Personnel – Update SOPs in pursuit of TFCA "Best Practices" department designation	In Progress	Current SOPs updated – Currently developing new SOPs to achieve "Best Practices" designation

OTHER ACCOMPLISHMENTS FY 2019

- Completed construction of a central supply room and training office
- 10 Personnel obtained Texas Commission Fire Protection certifications in the following areas: Fire Officer I (3 personnel), Driver/Operator (4 personnel), Hazardous Materials Technician (3 personnel)
- Upgraded fire station living area furniture
- Cosmetic upgrade of Fire Administration Office, Kitchen and Meeting areas

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Manage Fire Department Resources Effectively – Order replacement Brush Truck	Goal Date of Implementation	June 2020
Aesthetic Enhancements/Quality of Life Programs	Manage Fire Department Resources Effectively – Replace Rear Fire Station Bay Doors to reduce the yearly costs of maintenance and repair of Fire Stations	Goal Date of Implementation	April 2020
Aesthetic Enhancements/Quality of Life Programs	Manage Fire Department Resources Effectively – Increase the number of Personnel Protective Clothing ensembles purchased each year to decrease service time of the Protective Clothing so Firefighters are adequately protected	Goal Date of Implementation	January 2020
Aesthetic Enhancements/Quality of Life Programs	Manage Fire Department Resources Effectively – Protect Protective Clothing from the harmful effects of UV light to increase its service life	Goal Date of Implementation	February 2020
Planning & Growth Management	Manage Fire Department Resources Effectively – Update equipment and SOPs to better protect personnel from risks of cancer due to the products of combustion	Goal Date of Implementation	April 2020
Planning & Growth Management	Develop Skills and Abilities of Personnel – Update SOPs in pursuit of TFCA "Best Practices" department designation	Goal Date of Implementation	September 2020

FIRE SERVICES

PERFORMANCE MEASURES			
Measures	**Actual 2018**	**Estimate 2019**	**Target 2020**
Building fires	44	32	38
Vehicle fires	13	19	15
All other fires	111	85	90
Hazardous conditions	207	203	215
Service calls	1,231	1,237	1,300
Emergency Medical Service – First Response	3,745	3,750	3,800
Emergency Medical Service – Ambulance Transports	2690	2,721	2,775
Total Incident Responses	5,351	5326	5400
Average Response Time	5:33	5:39	5:00
Total Training Hours	15,355	14,317	14,750
Average Hours of Training per Firefighter	243	227	240
Citizens Attending Public Fire Safety Education	3155	3,200	3,300
Fire Code Inspections	224	575	600
Building Standards Inspections	187	275	275
Fire Investigations	28	22	24
Alarm Test	10	12	14
Fixed Fire Suppression System Test	25	15	20
Fire Sprinkler Test	30	19	25
Natural Gas Pressure Test	6	5	6

FIRE SERVICES

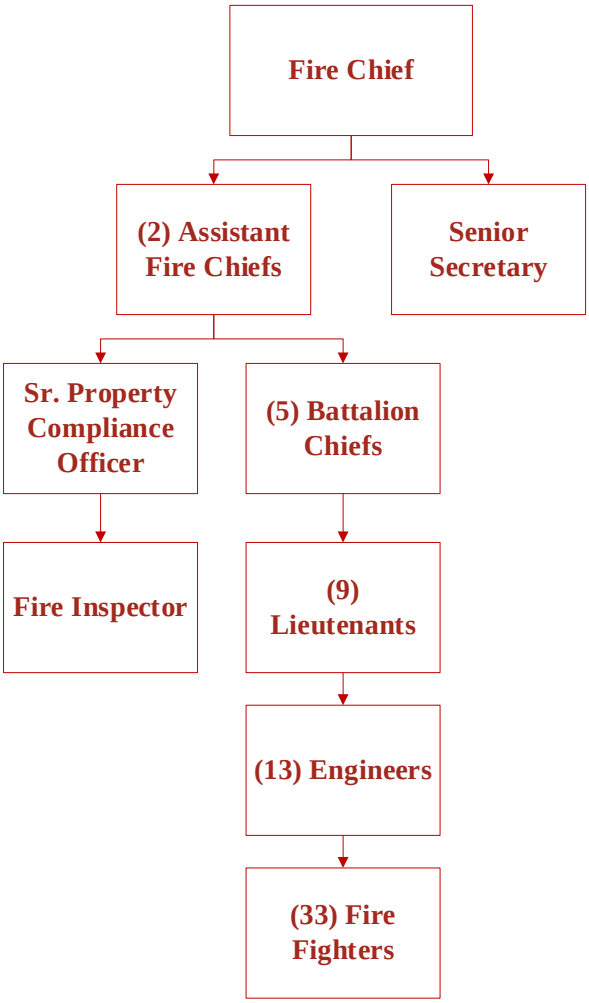
Fire Drills	4	2	4

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
COMMISSIONED OFFICERS				
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	13	13	13
FIREFIGHTER	N/A	33	33	33
NON-CIVIL SERVICE PERSONNEL				
SENIOR PROPERTY COMPLIANCE OFFICER	22	1	1	1
FIRE INSPECTOR	20	1	1	1
SENIOR SECRETARY	17	1	1	1
TOTAL		66	66	66
PART TIME		-	-	-

* All Personnel previously in the Ambulance Department, department 01-46, were transferred to the Fire Department Budget for FY 2018 including 3 new Firefighter positions.

FIRE SERVICES



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	4,677,468	4,797,059	4,678,974	4,916,863	-	4,916,863
BENEFITS	2,152,474	2,195,699	2,011,344	2,019,321	-	2,019,321
SUPPLIES AND MATERIALS	208,820	215,250	219,076	228,800	-	228,800
M&R - LAND, STRUCTURES AND STREETS	38,461	19,533	49,800	24,333	108,701	133,034
M&R - EQUIPMENT AND VEHICLES	117,474	107,390	130,157	109,657	-	109,657
CONTRACTURAL AND MISC SERVICES	455,481	467,122	471,848	500,837	-	500,837
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	15,608	15,608	-	-	-
01-47	**7,650,178**	**7,817,661**	**7,576,807**	**7,799,810**	**108,701**	**7,908,511**

ENVIRONMENTAL HEALTH

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 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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Update City webpage to post health monthly inspection scores online for the general public and City staff to view	Complete	Completed 2019 & ongoing
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	City Secretary currently in the process	Ongoing/near completion
Increase productivity, operate more efficiently, obtain software	In process	Roll out 11/2019
Lower overall repeat violations/offenders: Be proactive vs reactive	In process	Ongoing
Increase Revenue: Update fee schedule	In process	Ongoing

OTHER ACCOMPLISHMENTS FY 2019

- Have increased inspection frequency, now in the process of risk based.
- Update new health ordinances.
- Participate in Buffalo Creek Cleanup, Keep Cleburne Beautiful, Hazardous Household Waste events
- Improve Building & Standards Processes

ENVIRONMENTAL HEALTH

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Increase productivity, operate more efficiently, by implementing use of new CITY WORKS system to track inspections, improve health website	In process	Jan FY 2020
Aesthetic Enhancements	Continue to improve and simplify B&S Process and clean up deteriorated structures	In process	Ongoing
Planning & Growth Management	Increase Revenue: Update fee schedule	50% complete. Dept has done their own research. Put on hold for city wide fee analysis	Ongoing/ complete FY 2021

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Complaints:			
Food Service	18	48	45
Miscellaneous	5	13	10
Day Care Complaints	0	0	1
Grease Traps & Sewer	0	0	5
Public Schools	0	1	0
Pool Complaints - commercial	0	0	0
Stagnant Pools - residential	11	7	10
Mosquito complaints *(most are in regards to stagnant pools)*	3	2	5

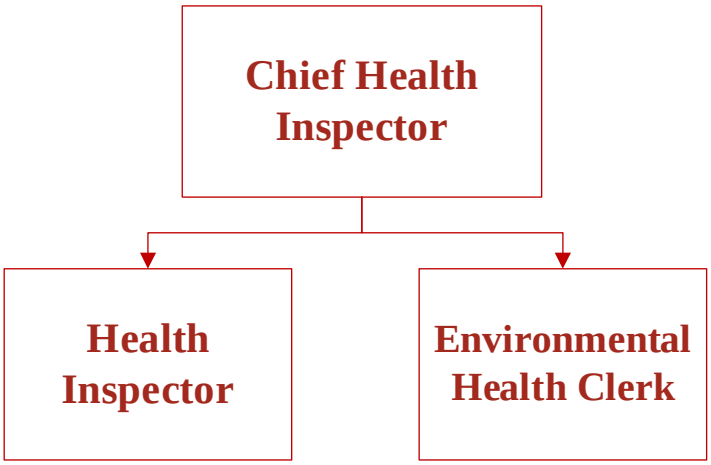
ENVIRONMENTAL HEALTH

Total Complaints	**37**	**71**	**76**
Inspections:			
Building & Standards	286	215	225
Food establishments	132	339	400
Day care	8	32	32
Public swimming pools	28	47	45
Change of Owner	N/A	16	10
Foster homes	5	9	5
Hotel / Motel	11	28	30
Mobile Vendors	16	17	18
Plan reviews	21	15	15
Public schools	17	12	15
Temporary food events	100	131	140
Total Inspections	**624**	**861**	**935**

PERSONNEL TABLE

FULL TIME	PAY GRADE	2018	2019	2020
CHIEF HEALTH INSPECTOR	25	1	1	1
HEALTH INSPECTOR	20	1	1	1
CODE COMPLIANCE OFFICER	19	2	-	-
CLERK	14	1	1	1
TOTAL		5	3	3
PART TIME		-	-	-

ENVIRONMENTAL HEALTH



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	258,998	159,849	160,590	164,907	-	164,907
BENEFITS	119,304	79,534	76,331	71,726	-	71,726
SUPPLIES AND MATERIALS	11,047	8,900	6,670	8,500	-	8,500
M&R - LAND, STRUCTURES AND STREETS	324	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	4,711	3,060	3,060	3,060	-	3,060
CONTRACTURAL AND MISC SERVICES	32,008	54,400	40,975	18,847	-	18,847
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-48	**426,392**	**305,743**	**287,626**	**267,040**	**-**	**267,040**

BOOKER T.WASHINGTON COMMUNITY AND RECREATION CENTER

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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 by 10	Ongoing	N/A
Increase employee memberships by 25	Ongoing	N/A

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancement/Quality of Life Programs	Develop relationships with outside organizations to provide new programs	By number	5

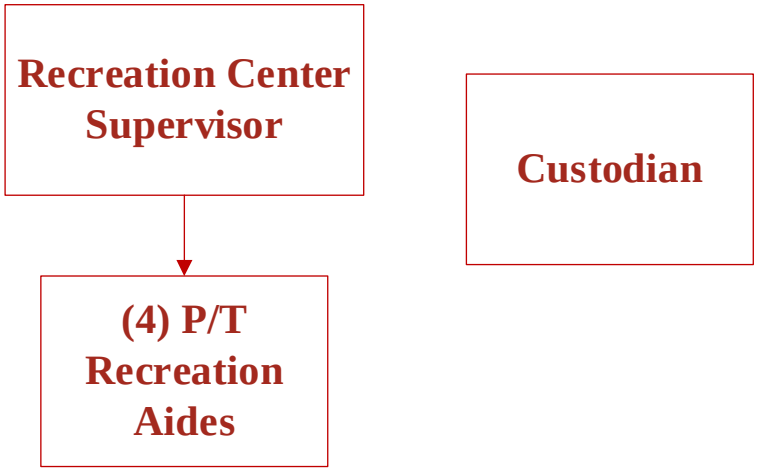
BOOKER T.WASHINGTON COMMUNITY AND RECREATION CENTER

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Attendance at recreation center	22,136	22,900	23,500
Annual passes	2,634	2,769	3,000
Facility rentals	232	410	475
Recreational programs	0	1	3
Community events	1	1	6

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
RECREATION CENTER SUPERVISOR	17	1	1	1
CUSTODIAN	11	1	1	1
TOTAL		2	2	2
PART TIME		4	4	4



BOOKER T.WASHINGTON COMMUNITY AND RECREATION CENTER

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	126,955	122,278	93,187	114,138	-	114,138
BENEFITS	40,937	50,981	33,882	51,670	-	51,670
SUPPLIES AND MATERIALS	29,502	38,900	39,650	35,900	3,500	39,400
M&R - LAND, STRUCTURES AND STREETS	8,169	6,500	9,500	9,000	-	9,000
M&R - EQUIPMENT AND VEHICLES	4,694	5,350	7,150	7,150	-	7,150
CONTRACTURAL AND MISC SERVICES	12,407	16,917	14,761	20,321	-	20,321
MISC & SUNDRY EXPENSES	1,306	1,750	1,750	1,750	-	1,750
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-50	**223,970**	**242,676**	**199,880**	**239,929**	**3,500**	**243,429**

CEMETERY

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Begin repairs to roads and curbing	Incomplete	Ongoing
Install drainage to three burial areas in Green Lawn that have drainage issues due to new sidewalks	Completed	FY 2019
Establish new burial plots for infant interments	Incomplete	Goal FY 2021
Establish new burial plots for adult interments	Incomplete	Goal FY 2021
Continue to add burial spaces	Incomplete	Ongoing

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Continue to develop and add burial spaces	Number	50
Public Infrastructure Enhancements	Gather interment information and identify interment locations/spaces available within Chambers Cemetery	% of Progress	0%

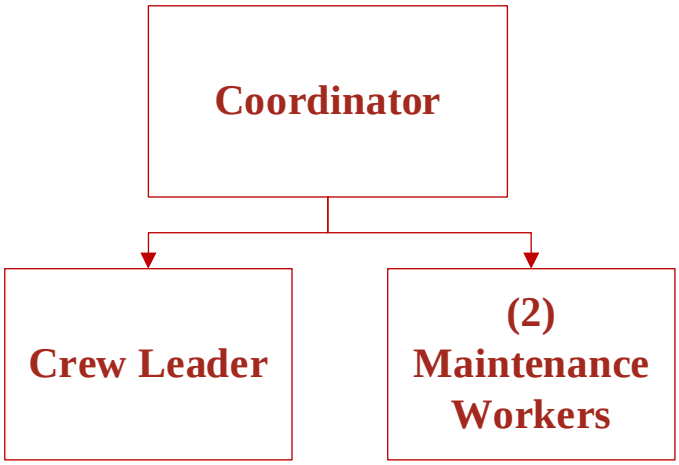
CEMETERY

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Interments opened	177	146	150
Spaces sold	115	116	120

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
CEMETERY COORDINATOR	17	-	1	1
CEMETERY FOREMAN	17	1	-	-
CREW LEADER	15	-	1	1
CLERK	11	1	-	-
MAINTENANCE WORKER	11	2	2	2
TOTAL		4	4	4
PART TIME		-	-	-



CEMETERY

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	153,959	169,591	149,198	150,142	-	150,142
BENEFITS	93,177	103,528	91,967	83,964	-	83,964
SUPPLIES AND MATERIALS	18,989	23,215	23,745	23,365	-	23,365
M&R - LAND, STRUCTURES AND STREETS	6,487	21,700	23,533	9,900	-	9,900
M&R - EQUIPMENT AND VEHICLES	3,977	4,500	5,165	4,500	-	4,500
CONTRACTURAL AND MISC SERVICES	10,859	8,698	8,713	9,966	3,360	13,326
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	32,500	32,500
01-52	**287,448**	**331,232**	**302,321**	**281,837**	**35,860**	**317,697**

PARKS & RECREATION

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Increase community awareness and promote all departments within the Parks division	Ongoing	N/A
Develop disc golf course at Byron Stewart Park	Postponed	N/A
Update Parks, Recreation, Trails and Open Space master plan	Ongoing	Goal FY 2020
Continue parks and recreation outreach programs with underserved groups within the community	Ongoing	N/A
Work with Park Board to develop & implement a cost recovery policy for Parks & Recreation	Incomplete	Goal FY 2021
Construct additional picnic pavilions throughout parks system	Postponed	N/A

PARKS & RECREATION

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE
Aesthetic Enhancement/Quality of Life Program	Continue to enhance details at our parks by painting fencing, identifying parking areas and adding additional picnic tables
Aesthetic Enhancement/Quality of Life Program	Upgrade Park lighting for recreational activities and along walking trails

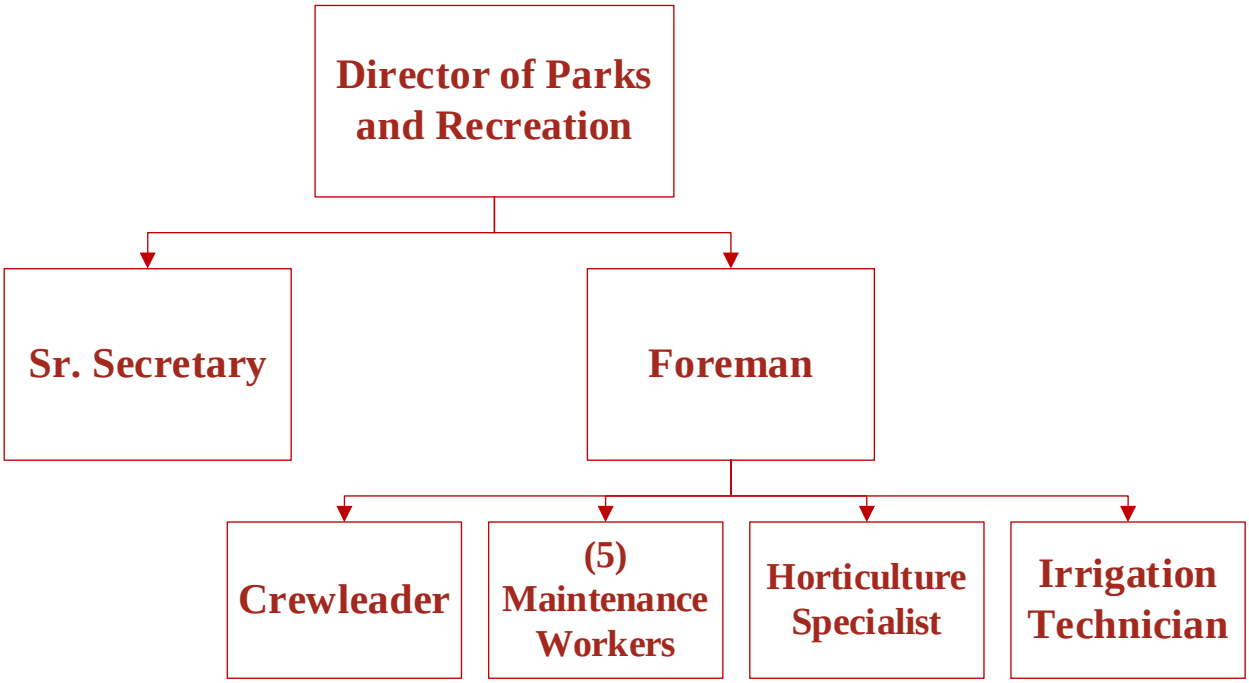
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Acreage of parks	267	267	267
Number of parks	17	17	17
Special Events Supported	20	20	23

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
DIRECTOR OF PARKS AND RECREATION	N/A	1	1	1
FOREMAN	17	1	1	1
SENIOR SECRETARY	17	1	1	1
CREW LEADER	15	1	1	1
HORTICULTURE SPECIALIST	15	0	1	1
MAINTENANCE WORKER	11	5	5	5
IRRIGATION TECH	11	0	0	0.25
TOTAL		8	9	10.25
PART TIME		1	-	-

PARKS & RECREATION



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	327,150	379,337	341,872	380,233	-	380,233
BENEFITS	168,017	233,192	158,251	170,570	-	170,570
SUPPLIES AND MATERIALS	128,841	157,160	145,760	162,860	-	162,860
M&R - LAND, STRUCTURES AND STREETS	28,277	37,100	84,800	37,100	22,000	59,100
M&R - EQUIPMENT AND VEHICLES	17,722	22,000	24,500	22,000	8,000	30,000
CONTRACTURAL AND MISC SERVICES	86,511	53,435	110,020	128,032	7,635	135,667
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	16,944	61,000	61,350	25,000	6,000	31,000
CAPITAL OUTLAY - EQUIPMENT	17,502	187,500	17,147	115,000	22,500	137,500
01-53	**790,964**	**1,130,724**	**943,700**	**1,040,796**	**66,135**	**1,106,931**

GOLF

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Continue to improve entertainment value by improving our outdoor event venues	Incomplete	Goal FY20
Become the Top Rated public golf course in the North Texas area	Incomplete	Goal FY20
Add Music stage and book outside entertainment events	Incomplete	
Complete Final installment sand bunkers on the golf course bringing the total to around 30-35 playable bunkers or waste areas.	Incomplete	Goal FY21

OTHER ACCOMPLISHMENTS FY 2019

- Avid Golfer Magazine

GOLF

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Take over advertising campaign for tee signs	% of Progress	100%

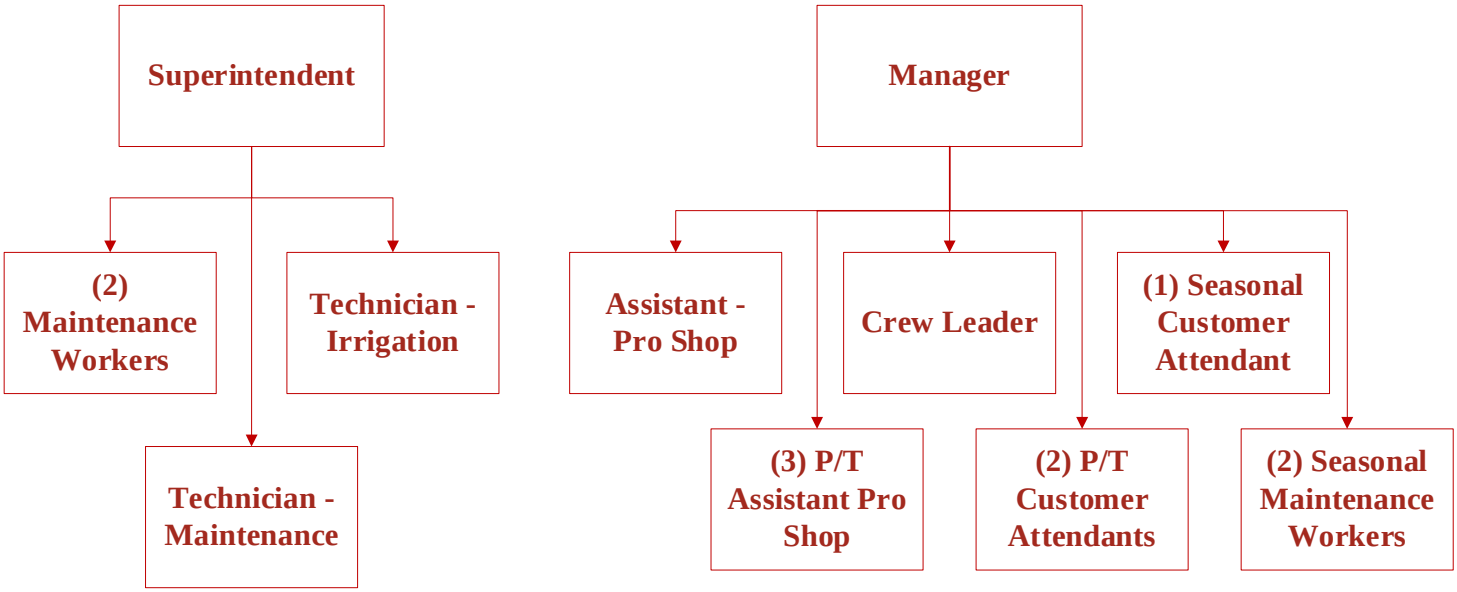
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Rounds of golf played	32,372	25,926	26,500

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
SUPERINTENDENT	25	1	1	1
MANAGER	21	1	1	1
MAINTENANCE TECHNICIAN	17	1	1	1
CREWLEADER	15	0	1	1
IRRIGATION TECHNICIAN	12	1	1	1
ASSISTANT PRO SHOP	11	1	1	1
MAINTENANCE WORKER	11	2	2	2
CUSTOMER ATTENDANT	10	1	0	0
TOTAL		8	8	8
PART-TIME	-	-	-	-
P/T CUSTOMER ATTENDANTS	N/A	2	2	2
P/T ASSISTANT PRO SHOP	N/A	3	3	3
TOTAL		5	5	5
SEASONAL				
SEASONAL CUSTOMER ATTENDANT	N/A	1	1	1
SEASONAL MAINTENANCE WORKER	N/A	2	2	2
TOTAL		3	3	3
TOTAL FULL TIME, PART TIME AND SEASONAL		16	16	16

GOLF



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	424,831	442,272	403,335	445,789	-	445,789
BENEFITS	186,622	211,307	186,684	183,017	-	183,017
SUPPLIES AND MATERIALS	112,821	125,000	128,984	129,300	-	129,300
M&R - LAND, STRUCTURES AND STREETS	26,198	47,000	57,401	37,000	3,000	40,000
M&R - EQUIPMENT AND VEHICLES	18,176	15,500	20,500	15,500	-	15,500
CONTRACTURAL AND MISC SERVICES	220,452	233,505	236,543	268,632	4,000	272,632
MISC & SUNDRY EXPENSES	139,297	139,413	139,413	139,414	-	139,414
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	17,065	18,200	18,200	-	-	-
01-55	**1,145,462**	**1,232,197**	**1,191,060**	**1,218,653**	**7,000**	**1,225,653**

MUNICIPAL SWIMMING POOL

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Increase revenue by 20% by continuing to advertise our facility, providing excellent customer service and continuing to improve our facility overall	In progress	N/A
Increase our winter and summer programs by 25%	In progress	Goal FY 2018
To increase summer passes by 25	In progress	Goal FY 2018
Increase winter programs by 5 classes	Not Achieved due to dome vandalism	N/A

OTHER ACCOMPLISHMENTS FY 2019

- Refinished both water slides and repaired start tubs to make them safer for patrons
- Opened winter for patrons without having a dome
- Repaired damaged water line in pump room

MUNICIPAL SWIMMING POOL

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Continue to increase summer programs for the public	Number	15
	Increase overall revenue by 5%	Number	$345,680.00

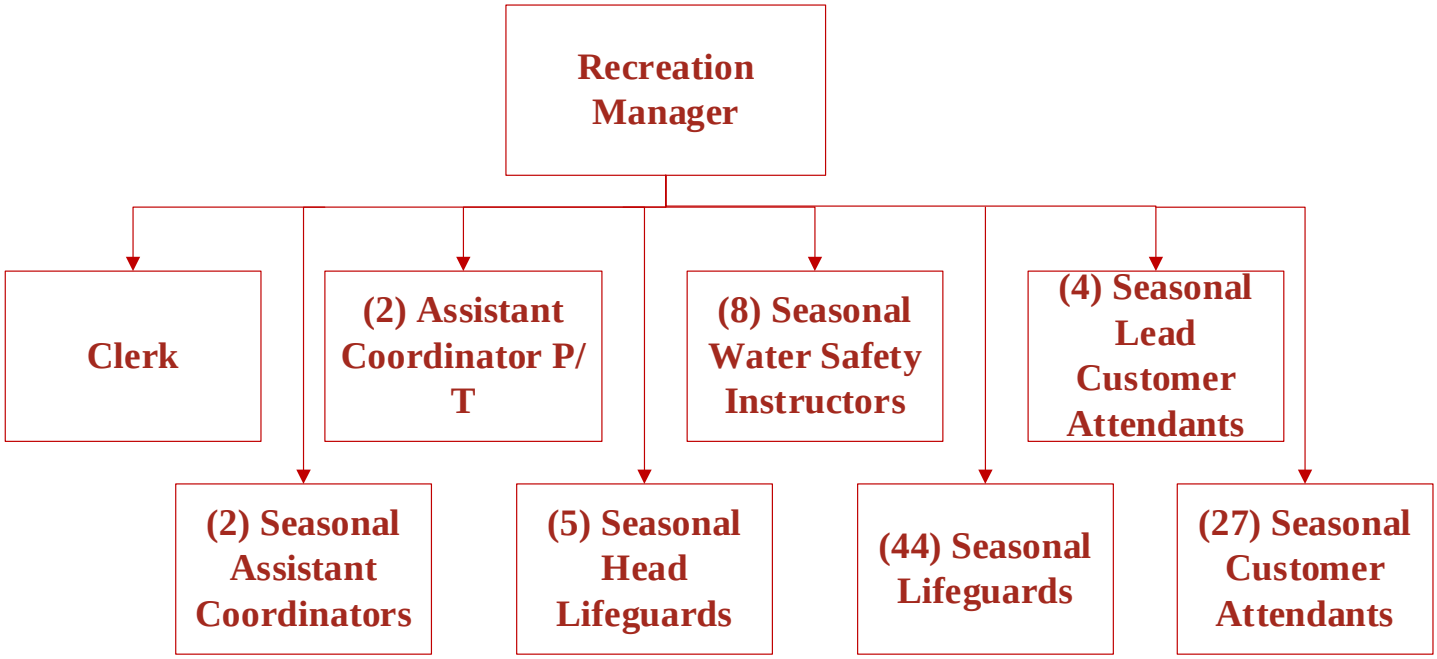
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Attendance at water facilities	33,455	42,864	43,000
Number of passes issued (summer and annual)	356	308	325
Number of party rentals	72	63	75

MUNICIPAL SWIMMING POOL

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
RECREATION MANAGER	20	1	1	1
CLERK	11	1	1	1
TOTAL		2	2	2
PART TIME				
ASSISTANT COORDINATOR		2	2	2
TOTAL		2	2	2
SEASONAL				
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
TOTAL		90	90	90
TOTAL FULL TIME, PART TIME AND SEASONAL		94	94	94



MUNICIPAL SWIMMING POOL

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	424,831	404,219	284,621	437,667		437,667
BENEFITS	186,622	79,850	50,701	81,178		81,178
SUPPLIES AND MATERIALS	152,105	178,250	174,050	172,050		172,050
M&R - LAND, STRUCTURES AND STREETS	9,763	11,300	34,000	22,500		22,500
M&R - EQUIPMENT AND VEHICLES	24,804	29,550	29,550	35,250		35,250
CONTRACTURAL AND MISC SERVICES	34,273	38,010	55,053	42,406		42,406
MISC & SUNDRY EXPENSES	72,200	65,000	65,000	65,000		65,000
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-		-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-		-
01-56	**904,598**	**806,179**	**692,974**	**856,051**	**-**	**856,051**

SPORTS COMPLEX

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Increase regional tournament presence and host more tournaments by marketing our complex with the assistance of the Chamber of Commerce	Ongoing	N/A
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	N/A
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	N/A
Continue grading on Baseball Fields to improve drainage	Ongoing	N/A

SPORTS COMPLEX

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Repairs to Concession and Restrooms facilities in Complex (Masonry, Doors, Locks and Plumbing)	% of Completion	100%
Aesthetic Enhancements/Quality of Life Programs	Lighting upgrades (stadium, roadway and parking lot lights)	% of Completion	100%

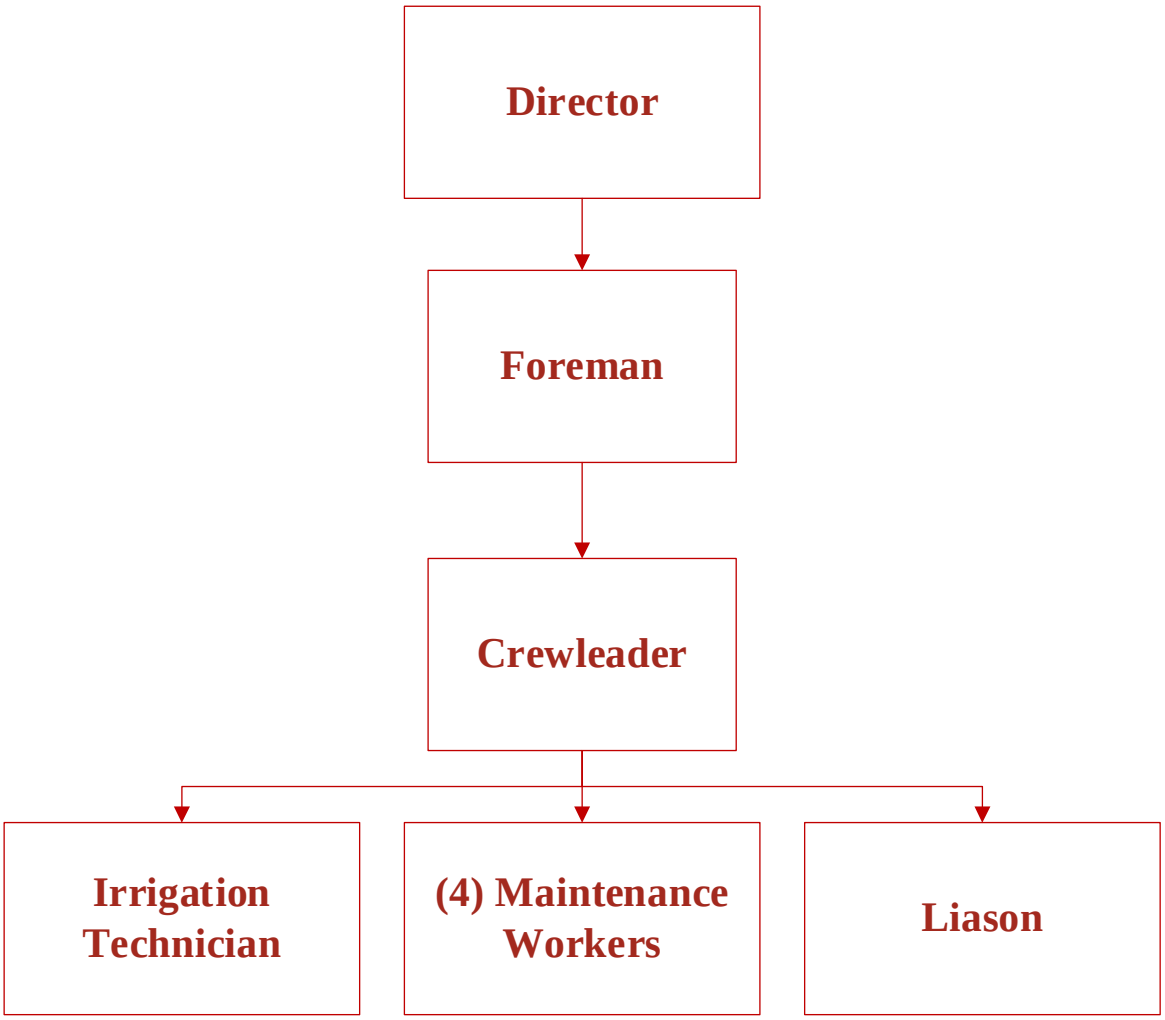
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Acres Maintained	90	90	90
Number of Youth Sports Participants	2,060	1,860	2,200
Number of Tournaments	8	15	20

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
DIRECTOR OF PARKS AND RECREATION	N/A	1	1	1
FOREMAN	17	1	1	1
CREWLEADER	15	-	1	1
MAINTENANCE WORKER	11	5	4	4
SPORTS COMPLEX LIASON	11	-	-	1
IRRIGATION TECH	13	-	-	0.75
TOTAL		6	6	7.75
PART TIME		-	-	-

SPORTS COMPLEX



SPORTS COMPLEX

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	216,585	242,095	221,030	314,508	-	314,508
BENEFITS	103,065	136,699	103,492	148,758	-	148,758
SUPPLIES AND MATERIALS	88,783	115,125	115,975	109,325	-	109,325
M&R - LAND, STRUCTURES AND STREETS	33,961	41,000	56,000	56,000	-	56,000
M&R - EQUIPMENT AND VEHICLES	13,349	12,900	13,900	12,000	-	12,000
CONTRACTURAL AND MISC SERVICES	9,914	13,603	11,111	16,773	-	16,773
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	5,557	-	-	-	-	-
01-57	**471,214**	**561,422**	**521,508**	**657,364**	**-**	**657,364**

BUILDING MAINTENANCE

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Upgraded lights and fixtures to energy saving LED	Ongoing	N/A
Add additional mini-split cooling units to all IT server rooms and upsized HVAC at Golf Links clubhouse	Accomplished	FY 2019
Renovate IT Building exterior improving building envelope with surface limestone application	Accomplished	FY 2019

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2019
Aesthetic Enhancements/Quality of Life Programs	Replace aging HVAC/Furnace Units throughout the city	5-10 units	FY 2020
Aesthetic Enhancements/Quality of Life Program	Repair/replace roofs on city buildings	2 replacement 3 repairs	FY 2020
Aesthetic Enhancements/Quality of Life Programs	Repair, paint and upgrade meeting rooms and offices	3 rooms	FY 2020

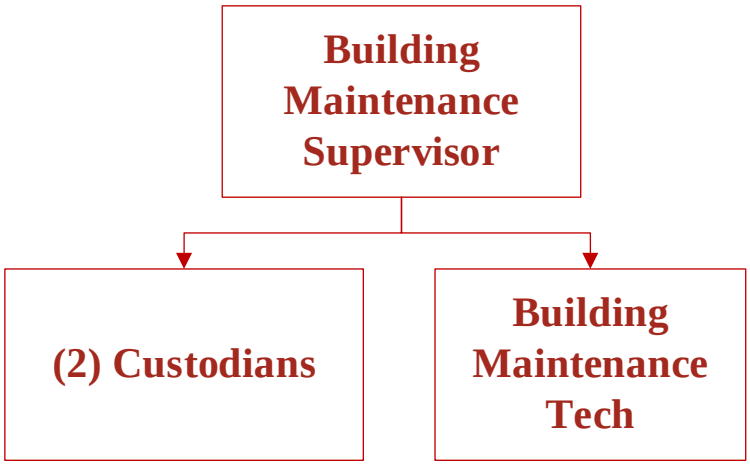
BUILDING MAINTENANCE

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Number of City Facilities	41	41	41
Building Maintenance areas maintained	261,517 sq ft	261,517 sq ft	261,517 sq ft
Janitorial areas maintained	136,596 sq ft	136,596 sq ft	136,596 sq ft
Completed work orders	953	950	950

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
SUPERVISOR	17	1	1	1
BUILDING MAINTENANCE TECH	15	-	1	1
CUSTODIAN	11	3	2	2
TOTAL		4	4	4
PART TIME		-	-	-



BUILDING MAINTENANCE

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	135,538					-
BENEFITS	103,425					-
SUPPLIES AND MATERIALS	72,630	74,850	80,079	77,100		77,100
M&R - LAND, STRUCTURES AND STREETS	67,993	296,190	288,940	242,150		242,150
M&R - EQUIPMENT AND VEHICLES	2,696	4,300	4,300	4,300		4,300
CONTRACTURAL AND MISC SERVICES	18,241	19,596	18,823	27,813		27,813
MISC & SUNDRY EXPENSES	-	-	-	-		-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-		-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-		-
01-61	**400,523**	**394,936**	**392,142**	**351,363**	**-**	**351,363**

CLEBURNE CONFERENCE CENTER

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Repair and upgrade front entrance lighting	Accomplished	8/2019
Replace speakers, Pro lighting, add LED work lights in Performing Arts Theatre	25%	FY 2021
Expand and upgrade wireless access	Accomplished	9/2019
Improve audio/visual equipment in the Yellowjacket, Brazos Exhibit Hall, and Cross Timbers event rooms	Accomplished	9/2019
Replace aging HVAC unit(s)	Ongoing	FY 2019

OTHER ACCOMPLISHMENTS FY 2019

- 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
- Girls of Grace multi-day craft show – expanded to full facility

CLEBURNE CONFERENCE CENTER

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Feasibility Study for licensing facility for alcohol sales	20%	FY 2020
Planning & Growth Management	Retain multi-day events from year to year	Ongoing	N/A
Planning & Growth Management	Work with Chamber of Commerce to expand our customer base	Ongoing	N/A
Planning & Growth Management	Promote and raise awareness of services and products available to ensure successful conventions	Ongoing	N/A

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Annual number of reservations	1,145	1,175	1,180
Annual rental revenue generated	$185,013	$178,387	$184,000

CLEBURNE CONFERENCE CENTER

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	-	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-	-
SUPPLIES AND MATERIALS	86,054	72,274	85,500	84,500	85,500	-	85,500
M&R - LAND, STRUCTURES AND STREETS	89,503	22,056	23,110	23,110	23,110	-	23,110
M&R - EQUIPMENT AND VEHICLES	6,325	12,312	10,000	2,071	4,300	-	4,300
CONTRACTURAL AND MISC SERVICES	283,641	292,960	310,930	302,430	324,507	-	324,507
MISC & SUNDRY EXPENSES	-	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-	-
01-62	**465,524**	**399,602**	**429,540**	**412,111**	**437,417**	**-**	**437,417**

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 free 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, and services. Continuous 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. Partners 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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Continue to increase visibility through community outreach. Continue to expand partnerships with school district, social service agencies, and adult education.	Ongoing	N/A
Continue adult and teen programming thru author events and other age appropriate programs.	Ongoing	N/a
Increase circulation by providing a current and easily accessible collection. Purchasing more e-Books and other materials that community desires. Projected increase of 2%	Ongoing	N/A
Increase technology assistance and training through additional computer classes. Increase computer instruction offerings and weekly attendance by 2%	Incomplete	Goal 2020
Leverage resources to expand partnerships and outreach with additional educational and social agencies. Increase outreach by 2%.	Ongoing	N/A

LIBRARY SUMMARY

Increase attendance at youth programs including STEAM/maker lab by 2%.	Completed	August 2019
Public computer upgrades as budget allows. Addition of mobile printing software.	Completed	January 2019
To ensure efficiency in customer service and current technologies staff will exceed 12 hours of CE.	Completed	September 2019

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	METHOD	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Partnerships and outreach with educational and social agencies: percentage Increase of outreach	Outreach events increase.	2% increase
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.	Additional items added to collection. Circulation tracked.	2% increase
Aesthetic Enhancements/Quality of Life Programs	Youth program attendance: percent increase in participation in programs such as Storytime.	Preschool and youth attendance increase.	2% increase
Aesthetic Enhancements/Quality of Life Programs	Summer reading program participation: percent increase in youth, teen, & adult	Total program participation increase.	2% increase
Aesthetic Enhancements/Quality of Life Programs	Adult and teen program attendance: percent Increase in program participation such as Maker Lab, Maker classes, etc.	Increase in attendance by adults and teens.	2% increase
Aesthetic Enhancements/Quality of Life Programs	Increase staff efficiency through improved technology options for patrons. Self-service printing and checkout.	Decrease in the number of patron/staff interactions.	2% increase

LIBRARY SUMMARY

Aesthetic Enhancements/Quality of Life Programs	Increase technology assistance and training through additional computer instruction offerings and weekly attendance	Add additional technology classes.	2% increase
Aesthetic Enhancements/Quality of Life Programs	Increase percentage of youth cardholders 1%	Number of new youth cards issued.	1% increase

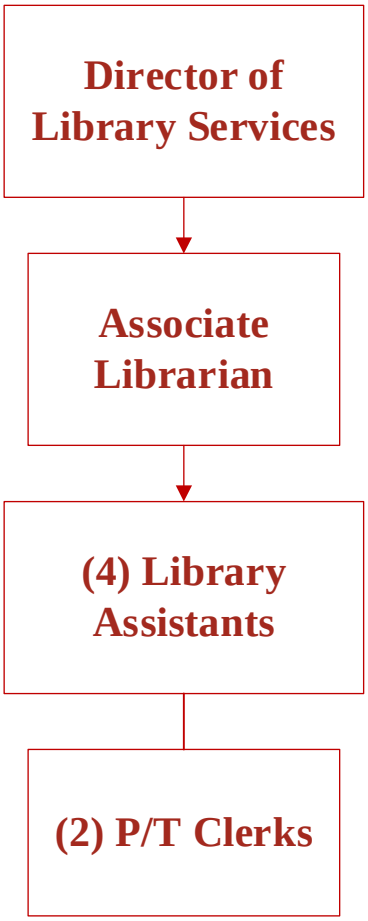
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Circulation of materials	124,453	126,000	127,000
Library visits	116,000	127,000	127,500
Program attendance	11,416	12,000	12,500
Computer Usage	25, 291	25,500	26,500
New Card Holders	956	1,400	1,500

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
DIRECTOR OF LIBRARY SERVICES	30	1	1	1
LIBRARY MANAGER	30	-	-	-
ASSOCIATE LIBRARIAN	20	1	1	1
LIBRARY ASSISTANT	12	4	4	4
TOTAL		6	6	6
PART TIME		1	2	2

LIBRARY SUMMARY



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	327,375	358,342	337,647	355,199	-	355,199
BENEFITS	156,826	150,101	132,977	136,504	-	136,504
SUPPLIES AND MATERIALS	34,125	35,250	35,250	33,750	-	33,750
M&R - LAND, STRUCTURES AND STREETS	-	1,500	1,500	1,500	-	1,500
M&R - EQUIPMENT AND VEHICLES	8,733	9,200	8,431	10,313	-	10,313
CONTRACTURAL AND MISC SERVICES	47,675	49,470	49,022	52,032	-	52,032
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	6,000	6,000
CAPITAL OUTLAY - EQUIPMENT	29,247	31,500	31,500	39,082	-	39,082
01-63	**603,981**	**635,363**	**596,327**	**628,380**	**6,000**	**634,380**

MUSEUM

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Continue inventory of the collection by identifying 1000 objects and digitizing 500 photographs	Complete	September 30, 2019
Display 3 or more temporary exhibits to ensure that at least 75 artifacts that have not previously been on display are seen	Complete	May 8, 2019
Translate exhibit text and guides into Spanish	Incomplete	N/A

OTHER ACCOMPLISHMENTS FY 2019

- Updated Fossil exhibit with glass enclosure for security and a large, colorful informational sign.
- Welcomed families with new programs like the Hands on History exhibit in the summer, featuring 7 interactive stations related to different exhibit areas

MUSEUM

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Inventory and move all objects stored in 204 and 208 N. Main to prepare for renovation	% OF PROGRESS	0% Complete
Aesthetic Enhancements/Quality of Life Programs	Display 3 or more temporary exhibits to feature at least 75 artifacts from storage	% OF PROGRESS	0% Complete
Aesthetic Enhancements/Quality of Life Programs	Develop Spanish language outreach with one major project per year	% OF PROGRESS	0% Complete
Aesthetic Enhancements/Quality of Life Programs	Update baseball exhibit at the Depot Museum to incorporate new loans and an area promoting other areas to visit in Cleburne	% OF PROGRESS	0% Complete

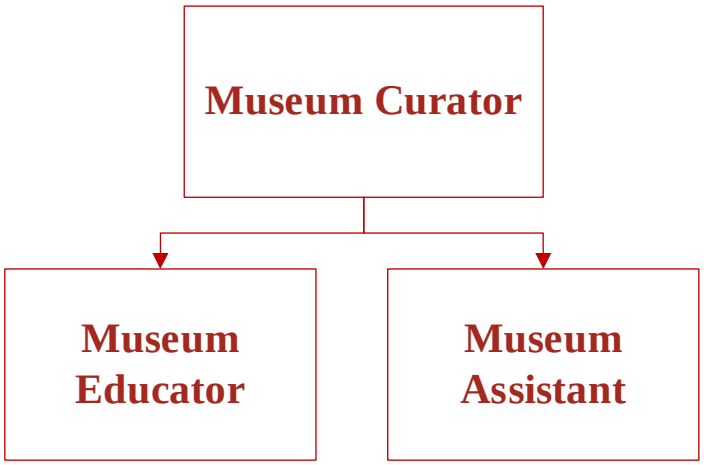
PERFORMANCE MEASURES

Measures	Actual 2018	Estimated 2019	Target 2020
Visitors and Program Attendees	5,500	5,500	5,500
Events and Programs	55	55	65
Temporary Exhibits	4	4	3
Volunteer hours	800	650	200
Researchers	90	90	100
New Collection Acquisitions	200	200	0

MUSEUM

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
MUSEUM CURATOR	22	1	1	1
MUSEUM EDUCATOR	13	1	1	1
MUSEUM ASSISTANT	11	1	1	1
TOTAL		3	3	3
PART TIME		-	-	-



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	94,763	101,323	86,710	96,972	-	96,972
BENEFITS	46,720	66,438	44,057	63,122	-	63,122
SUPPLIES AND MATERIALS	21,176	24,150	24,400	24,950	-	24,950
M&R - LAND, STRUCTURES AND STREETS	10,297	7,650	7,650	7,650	17,500	25,150
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	19,179	28,069	28,714	23,550	1,000	24,550
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	35,000	35,000	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	15,896	15,896	-	-	-
01-65	**192,135**	**278,526**	**242,427**	**216,243**	**18,500**	**234,743**

RAILROAD MUSEUM

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Recruit and train 10 volunteers	Incomplete	Goal FY19
Hold 5 public programs	Will Complete	Summer 2018
Develop curriculum for student programs and advertise to schools	Incomplete	Goal FY19

OTHER ACCOMPLISHMENTS FY 2019

- 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 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
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

RAILROAD MUSEUM

Aesthetic Enhancements/Quality of Life Programs	Develop curriculum for student programs and advertise to schools	% of Progress	100% Complete

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
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

FULL TIME	PAY GRADE	2019	2020	2020
MUSEUM EDUCATOR	13	1	1	1
TOTAL		1	1	1
PART TIME		-	1	1

Museum Educator

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 200
SALARIES AND WAGES	16,781	34,479	20,608	33,654	-	33,654
BENEFITS	16,133	20,634	9,021	8,571	-	8,571
SUPPLIES AND MATERIALS	3,431	5,250	4,600	5,375	-	5,375
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-	-
CONTRACTURAL AND MISC SERVICES	184	303	303	621	-	621
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-67	**36,529**	**60,666**	**34,532**	**48,221**	**-**	**48,221**

PUBLIC WORKS

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 divisions. 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 Department 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.

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Manage the design of the Wastewater Treatment Plant Expansion Project	In Progress	Ongoing
Manage the 2017 Street Reconstruction Project	Completed	September 2019
Manage the 2018 Street Reconstruction Project	Completed	September 2019

OTHER ACCOMPLISHMENTS FY 2019

- Completed the construction of 2017 Street Project and 2018 Street Project

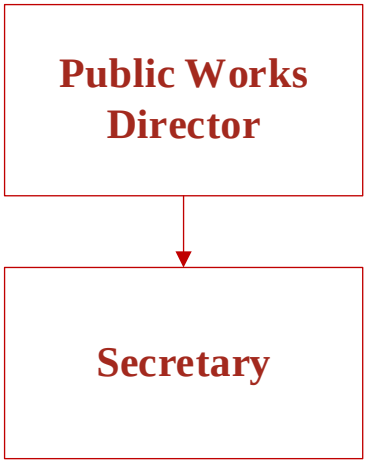
CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Public Infrastructure Enhancements	Finalize the design of the Wastewater Treatment Plant Expansion Project	% of Progress	100%
Public Infrastructure Enhancements	Manage the 2020 Street Maintenance Project	% of Progress	100%

PUBLIC WORKS

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
PUBLIC WORKS DIRECTOR	N/A	1	1	1
ENGINEERING DIRECTOR	N/A	1	-	-
SECRETARY	14	1	1	1
TOTAL		2	2	2
PART TIME		-	-	-



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	140,290	103,891	126,112	106,453	-	106,453
BENEFITS	41,959	37,526	53,336	43,685	-	43,685
SUPPLIES AND MATERIALS	2,027	2,985	2,100	2,250	-	2,250
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	360	400	400	400	-	400
CONTRACTURAL AND MISC SERVICES	22,856	23,745	27,746	27,980	-	27,980
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-71	**207,492**	**168,547**	**209,694**	**180,767**	**-**	**180,767**

ENGINEERING

Department Number - 0172
Engineering Services Department

WHY DO WE EXIST?

The Engineering Services Department provides excellent project administration and inspection, exceptional customer service to the citizens of Cleburne, and strives to ensure that all new public infrastructure is installed in accordance with current, applicable standards, and to a quality that ensures that it will last, and that future generations will continue to benefit from the facilities we accept. The department continually provides quality infrastructure for the citizens of Cleburne, and we do in a professional and ethical manner.

WHAT DO WE DO?

The Engineering Services Department ensure that all public infrastructure is designed and constructed to operate and function properly, safely, and efficiently. The department is responsible for the administration of the FEMA Community Rating System, and for ensuring developments comply with all city ordinances, including the floodplain ordinance. The department provides the citizens of Cleburne and other city departments the most up to date information, recommend innovative solutions, and utilize the latest technologies to better serve the public in the most professional manner possible.

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Complete 2017 Street Improvement Project (Woodard, Grand, Anglin)	Complete	Fall 2019
Complete Traffic Signal Installation at Nolan River Road at Cleburne Parkway	Complete	Summer 2019
Complete construction of Yellowjacket Sidewalk Project	Complete	Fall 2018
Complete SH174 North Sanitary Sewer Project	Complete	Winter 2019
Complete SH174 South Sanitary Sewer Project	Complete	Early 2019
Complete update to the Cleburne Design Standards and Development Code	On-going	FY 2020
Submit all necessary items to the US Army Corps of Engineers (USACE) to finalize the design of the Sparks Drive connection project, and the James Hardie land swap	Complete	Winter 2019

ENGINEERING

Create development construction standards and specifications to streamline the development and design process	On-going	FY 2020
Coordinated a traffic signal warrant study by TxDOT for the intersection of Robinson St. and Chambers St.	Complete	Summer 2019
Submit an application for the Safe Routes to School grant for sidewalks along Country Club Rd. and Nolan River R.	Complete	Summer 2019
Begin Eastside Drainage Study	On-going	FY 2020
Complete design of Downtown Sidewalk Project	On-going	FY 2020
Provide a resolution of support from the City Council to TxDOT for a north-south commercial truck route to eliminate oversized loads along Henderson and Chambers (Business 67) to increase the vitality of Downtown Cleburne	Complete	January 2019
Coordinate the installation of new Truck Route signage by TxDOT to eliminate wide loads turning and traveling along Henderson Street and Chambers Street (BUS67)	On-going	FY 2020

OTHER ACCOMPLISHMENTS FY 2019

- Completed city recertification with the FEMA Community Rating System
- Replaced deteriorated medians along Henderson Street and Chambers Street with the TxDOT ramp project
- Coordination with TxDOT on the relocation of utilities along the limits of them FM4 widening project
- Coordination with BNSF regarding their proposed third rail from Rio Vista to Cleburne, and the city's existing utilities within the railroad right of way and under proposed crossings
- Requested cross walk striping across Chambers Street at Robinson, and additional visual pedestrian notification signs to alert drivers of the upcoming cross walk
- Requested that TxDOT consider making the speed limit consistent along the corridor traveling from east to west along US67
- Issued ROW permit for the Unite Private Network to install new fiber for the Cleburne Independent School District
- Completed city recertification with the FEMA Community Rating System

ENGINEERING

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Public Infrastructure Enhancements	Complete design of the FM4 Utility Relocation project	% of Progress	0%
Public Infrastructure Enhancements	Complete the East Side Drainage Study and present the City Council with a prioritized list of projects	% of Progress	10%
Public Infrastructure Enhancements	Complete relocation of utilities to accommodate BNSF's addition of a third rail line on the west side of the railroad right of way, as needed	% of Progress	5%
Public Infrastructure Enhancements	Complete construction of the Downtown Sidewalk project	% of Progress	0%
Public Infrastructure Enhancements	Complete title work for the James Hardie land swap	% of Progress	80%
Planning & Growth Management	Complete the City Details for design and construction	% of Progress	20%

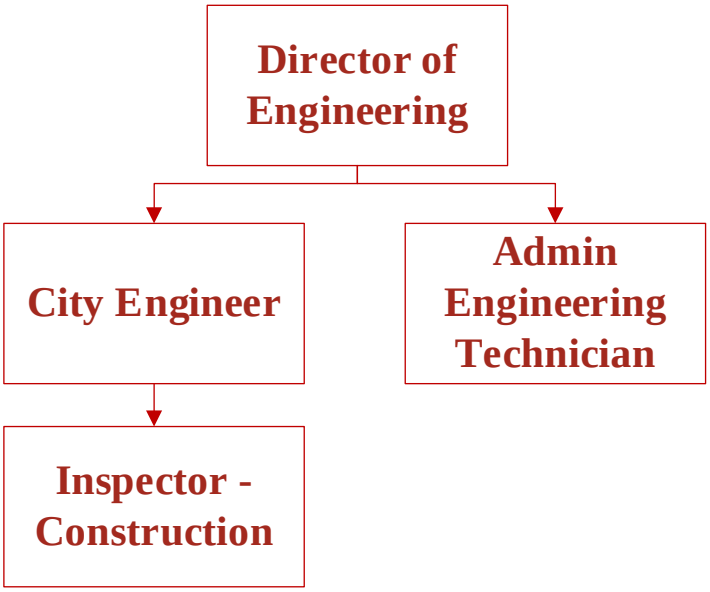
PERFORMANCE MEASURES

Measures	Actual 2019	Estimate 2020	Target 2020
Construction Projects			
a. Capital Improvements Projects	5	4	4
b. Residential/Commercial/Industrial/Misc.	25	30	30
Driveway approach inspections	254	300	300
ROW Permits	149	100	100

ENGINEERING

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
DIRECTOR OF ENGINEERING	N/A	1	1	0.5
CITY ENGINEER	N/A	1	1	1
SENIOR GIS COORDINATOR	26	-	-	0
ENGINEERING ASSOCIATE	23	-	-	0
CONSTRUCTION INSPECTOR	20	1	1	1
ADMIN ENGINEERING TECH	18	-	-	1
TOTAL		3	3	3.5
PART TIME		-	-	0



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	208,640	208,640	177,349	222,167	-	222,167
BENEFITS	84,485	83,733	54,044	86,349	-	86,349
SUPPLIES AND MATERIALS	2,286	2,850	3,250	2,900	-	2,900
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	21,215	25,750	13,560	16,250	-	16,250
CONTRACTURAL AND MISC SERVICES	5,395	18,703	12,931	19,942	-	19,942
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-72	**322,021**	**339,676**	**261,134**	**347,607**	**-**	**347,607**

PLANNING AND ZONING

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Development Code Adoption	In Process	Ongoing
Development Process Evaluation	In Process	Ongoing
Fee Study	In Process	Q1/Q2 FY20
Downtown Public Parking Review	Complete	Q3 FY19
Entry Portal / way-finding signage	Not Started	-

OTHER ACCOMPLISHMENTS FY 2019

- Continued improvements to departmental processes and procedures, departmental expectations, and individual employee expectations.
- Developed policy to address residential infill development of substandard lots.
- Developed Addressing Processes and Procedures
- Developed drafts of development and design standards ordinance amendments
- Developed process and procedures, along with amendments to ordinances related to House Bill 3167 (platting).
- Conducted a review and revision to Certificate of Occupancy process.

PLANNING AND ZONING

- Continued subdivision ordinance amendments revisions.
- Conducted trainings for the Planning and Zoning Commission and Zoning Board of Adjustment.
- Implemented newly created review procedures for plan and permit reviews, standardized comment responses, public notifications, development review committee (DRC) process, meeting protocol, project submittal schedule, review times and review processes, and recordation of permit information.

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Development Code Adoption	% OF PROGRESS	80%
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%

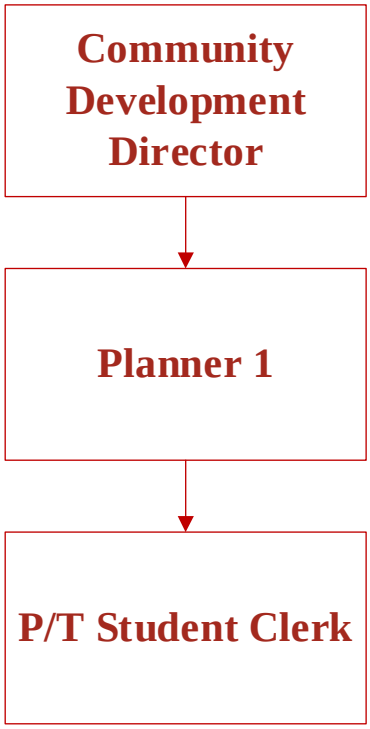
PERFORMANCE MEASURES

Measures	Actual 2018	Actual 2019	Target 2020
Development Applications Reviewed	111	121	145
Number of Lots Platted	508	1605	1926
Percentage of P&Z Applications Reviewed in 7 days or Less	-	77%	≥ 95%

PLANNING AND ZONING

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
COMMUNITY DEVELOPMENT DIRECTOR	N/A	1	1	1
PLANNER 1	23	1	1	1
RECORDS COORDINATOR	14	-	-	-
TOTAL		2	2	2
PART TIME		1	1	1



LINE ITEM DETAIL

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	162,743	168,137	158,665	204,863	-	204,863
BENEFITS	62,152	67,064	58,791	77,411	-	77,411
SUPPLIES AND MATERIALS	781	1,350	1,150	1,300	-	1,300
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	1,839	7,424	6,396	5,000	-	5,000
CONTRACTURAL AND MISC SERVICES	15,657	50,245	24,640	64,058	201,600	265,658
MISC & SUNDRY EXPENSES	-	-	-	-		-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-		-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-		-
01-74	**243,172**	**294,220**	**249,642**	**352,632**	**201,600**	**554,232**

INSPECTIONS

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 2019) OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2019
Planning & Growth Management	Development process evaluation: Continue efforts from LEAN Event to improve permitting processes and service to public	% OF PROGRESS	Ongoing
Planning & Growth Management	City-wide Fee Study: Evaluate Permit Fees	% OF PROGRESS	50%
Planning & Growth Management	Development process evaluation: Implement permitting software to improve tracking of permits and Inspections	% OF PROGRESS	Ongoing
Planning & Growth Management	Development process evaluation: Continue updating forms to simplify process for permitting	% OF PROGRESS	100%

INSPECTIONS

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Development process evaluation: Continue efforts from LEAN Event to improve permitting processes and service to public	% OF PROGRESS	Ongoing
Planning & Growth Management	City-wide Fee Study: Evaluate Permit Fees	% OF PROGRESS	100%
Planning & Growth Management	Development process evaluation: Implement permitting software to improve tracking of permits and Inspections	% OF PROGRESS	Q3 FY20
Planning & Growth Management	Development process evaluation: Continue updating forms to simplify process for permitting	% OF PROGRESS	100%

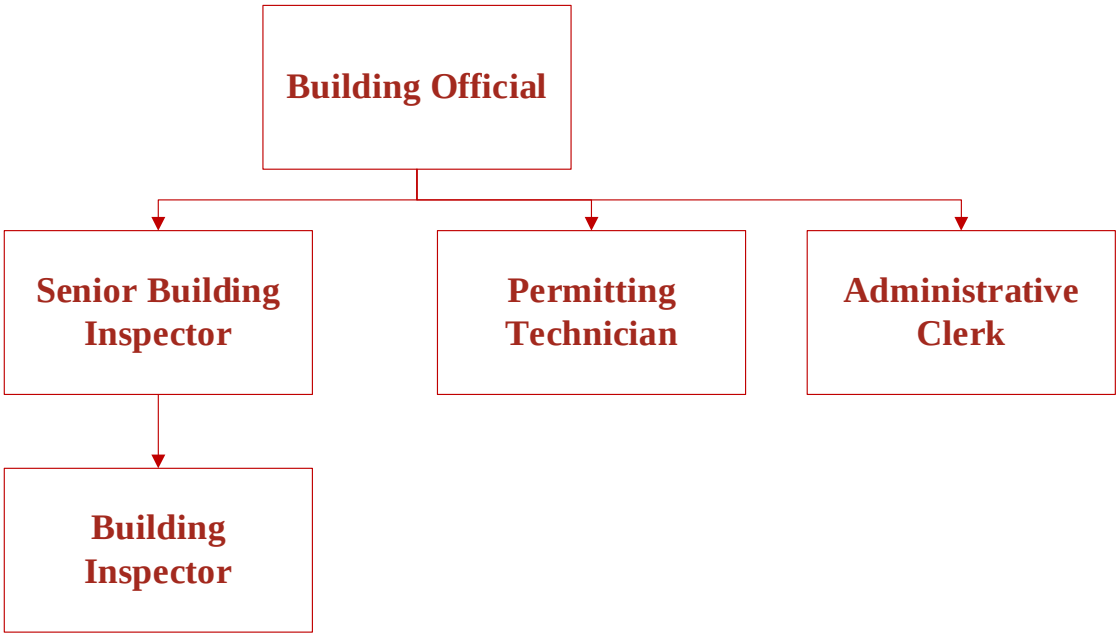
PERFORMANCE MEASURES

Measures	Actual 2018	Actual 2019	Target 2020
Percentage of residential plan reviews completed in 5 days or less	-	93%	≥ 85%
Percentage of commercial plan reviews completed in 10 days or less	-	100%	≥ 85%
Percentage of inspections performed within 24 hours	-	100%	≥ 90%
Number of residential building permits issued	-	223	267
Number of nonresidential commercial building permits issued	-	12	15
Misc Single Family Residential Permits issued	-	242	290
Number of Inspections Performed	-	4,459	5,351

INSPECTIONS

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
BUILDING OFFICIAL	28	1	1	1
SENIOR BUILDING INSPECTOR	22	1	1	1
BUILDING INSPECTOR	20	1	1	1
PERMITTING TECH	14	1	1	1
ADMINISTRATIVE CLERK	14	1	1	1
TOTAL		5	5	5
PART TIME		-	-	-



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	299,748	303,521	302,073	311,808	-	311,808
BENEFITS	128,121	133,793	129,647	126,260	-	126,260
SUPPLIES AND MATERIALS	6,427	5,650	5,600	6,250	-	6,250
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	4,998	5,350	5,350	5,250	-	5,250
CONTRACTURAL AND MISC SERVICES	18,559	23,545	18,979	24,339	-	24,339
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-76	**457,853**	**471,859**	**461,649**	**473,908**	**-**	**473,908**

GAS WELL ADMINISTRATION

Department Number - 0177
Engineering Services Department

WHY DO WE EXIST?

The Gas Well Administration Department is committed to ensuring the oil and gas industry within the city of Cleburne is working in accordance with current, applicable standards to protect the our citizens and the environment.

WHAT DO WE DO?

The Gas Well Administration Department provides oversight of the oil and gas companies in the city of Cleburne to ensure compliance with the city's Gas Well Ordinance to ensure the safety of the citizens. We administer the Gas Well Ordinance, and issue permits, provide inspections, and provide information to the public regarding existing gas wells, and publish notices on new gas wells permitted in the city. The department provides the citizens of Cleburne and other city departments the most up to date information, recommend innovative solutions, and utilize the latest technologies in order to serve the public in the most professional manner possible.

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Oversee and negotiate terms for landscaping sites that are currently not in compliance with the City's ordinance	Variances are processed as they are received	FY 2020
Inspect all gas well sites annually, in accordance with the Gas Well Ordinance	Complete	Summer 2019

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Compliance	Oversee sites for compliance with landscaping standards	Percentage of completion	100%
Compliance	Create streamlined process for permitting of additional gas wells	Number of received and processed	Ongoing

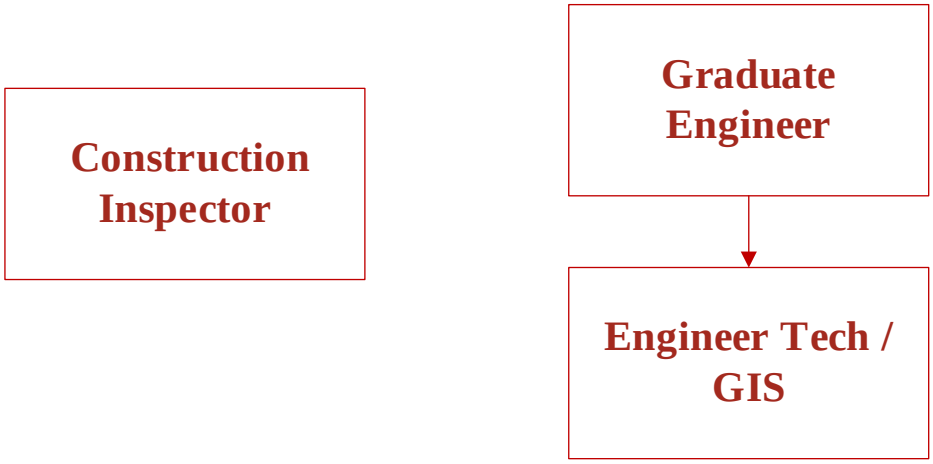
GAS WELL ADMINISTRATION

PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Number of gas production sites inspected annually	70	70	70
Percentage of response to citizen concerns within one day	95%	95%	95%

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
GRADUATE ENGINEER	26	1	1	1
CONSTRUCTION INSPECTOR	20	1	1	1
ENGINEER TECH GIS	18	1	1	1
ADMINISTRATIVE CLERK	14	-	-	-
TOTAL		3	3	3
PART TIME		-	-	-



GAS WELL ADMINISTRATION

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	151,409	163,258	164,501	253,326	-	253,326
BENEFITS	73,506	84,975	58,560	95,151	-	95,151
SUPPLIES AND MATERIALS	2,571	6,400	4,500	6,400	-	6,400
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	1,231	5,300	5,300	5,300	-	5,300
CONTRACTURAL AND MISC SERVICES	13,160	25,460	8,714	25,800	-	25,800
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-77	**241,877**	**285,393**	**241,574**	**385,977**	**-**	**385,977**

FLEET MAINTENANCE

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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 FY2021
Expand knowledge of efficient and cost effective fleet management through technology and training	Continual	N/A
Expand field service capability	Purchased service truck	Goal FY19 and beyond

OTHER ACCOMPLISHMENTS FY 2019

- 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 cities 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.
- 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.

FLEET MAINTENANCE

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

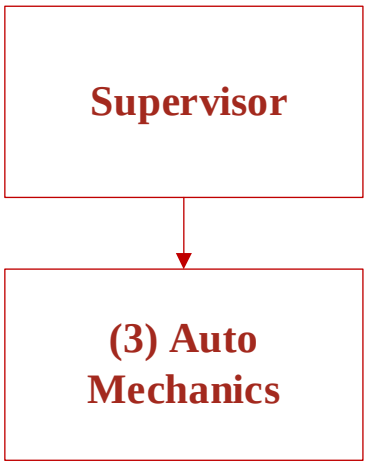
STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Aesthetic Enhancements/Quality of Life Programs	Continue to cut fleet repair costs through training, streamlining and rightsizing our fleet	Decline of total fleet M&R expenditures	-5%

PERFORMANCE MEASURES

Measures	FY2020
Number of vehicles and pieces of equipment per mechanic	126

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
SUPERVISOR	20	1	1	1
AUTO MECHANIC	16	3	3	3
TOTAL		4	4	4
PART TIME		-	-	-



FLEET MAINTENANCE

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	203,568	209,028	208,061	219,264	-	219,264
BENEFITS	114,350	102,242	107,642	102,058	-	102,058
SUPPLIES AND MATERIALS	32,839	33,325	31,825	30,925	-	30,925
M&R - LAND, STRUCTURES AND STREETS	-	7,500	7,500	4,000	-	4,000
M&R - EQUIPMENT AND VEHICLES	16,184	20,238	20,238	18,850	-	18,850
CONTRACTURAL AND MISC SERVICES	13,430	18,435	16,849	21,841	-	21,841
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	14,000	-	-	-	12,500	12,500
01-78	**394,371**	**390,768**	**392,115**	**396,939**	**12,500**	**409,439**

STREET DEPARTMENT

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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 2019

- Place over 1,500 tons of HMAC in the maintenance operations of the street network
- Placed over 1,500 gallons of crack seal
- Repaired 3560 potholes in the City

STREET DEPARTMENT

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
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%

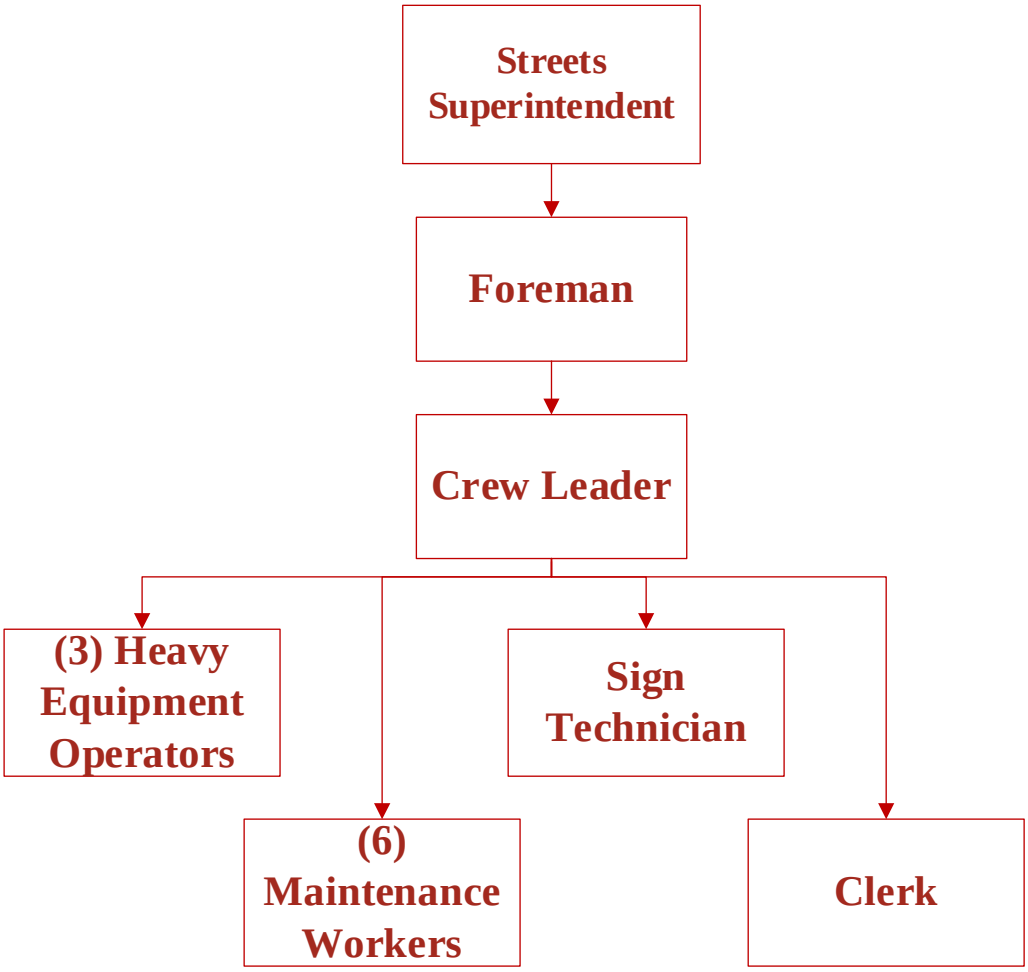
PERFORMANCE MEASURES

Measures	Actual 2019	Target 2020
Tons of asphalt (HMAC) processed	1,568	1,500
Gallons of crack seal placed	1,568	2,000
Number of Potholes repaired	3,560	3,000

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
STREETS SUPERINTENDENT	26	1	1	1
FOREMAN	17	1	1	1
CREW LEADER	15	0	0	1
HEAVY EQUIPMENT OPERATOR	13	2	2	3
SIGN TECHNICIAN	12	1	1	1
CLERK	14	1	1	1
MAINTENANCE WORKER	11	5	6	6
TOTAL		11	12	14
PART TIME		-	-	-

STREET DEPARTMENT



LINE ITEM DETAIL

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	383,681	476,060	455,556	572,720	-	572,720
BENEFITS	189,823	244,191	214,633	304,510	-	304,510
SUPPLIES AND MATERIALS	270,984	302,583	281,683	305,250	-	305,250
M&R - LAND, STRUCTURES AND STREETS	234,308	357,000	359,000	367,500	50,000	417,500
M&R - EQUIPMENT AND VEHICLES	39,496	58,500	50,000	59,000	52,000	111,000
CONTRACTURAL AND MISC SERVICES	99,814	153,518	125,092	237,840	-	237,840
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	20,000	12,500	12,500	-	445,500	445,500
01-79	**1,238,106**	**1,604,352**	**1,498,464**	**1,846,819**	**547,500**	**2,394,319**

SANITATION

Department Summary - 0191
Sanitation

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 assure disposal in accordance with TCEQ regulations. The operation of the 88 acre sanitary landfill, while ensuring compliance with all State and Federal regulations, and to operate a mulching/shredding and recycling drop off facility to reduce the amount of waste being disposed of in landfills for the community. These are just some of the responsibilities of the collection department; in a word, our program is "Service".

PRIOR FISCAL YEAR (FY 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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	Continual	N/A
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.	Continual	N/A

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
To better prepare for the growing community, and customers we are already serving	Evaluate expansion Transfer Station Tipping floor to make room for more customers to be able to dump their trash more efficiently. Also evaluate Scale House improvements.	% of Progress	100%

SANITATION

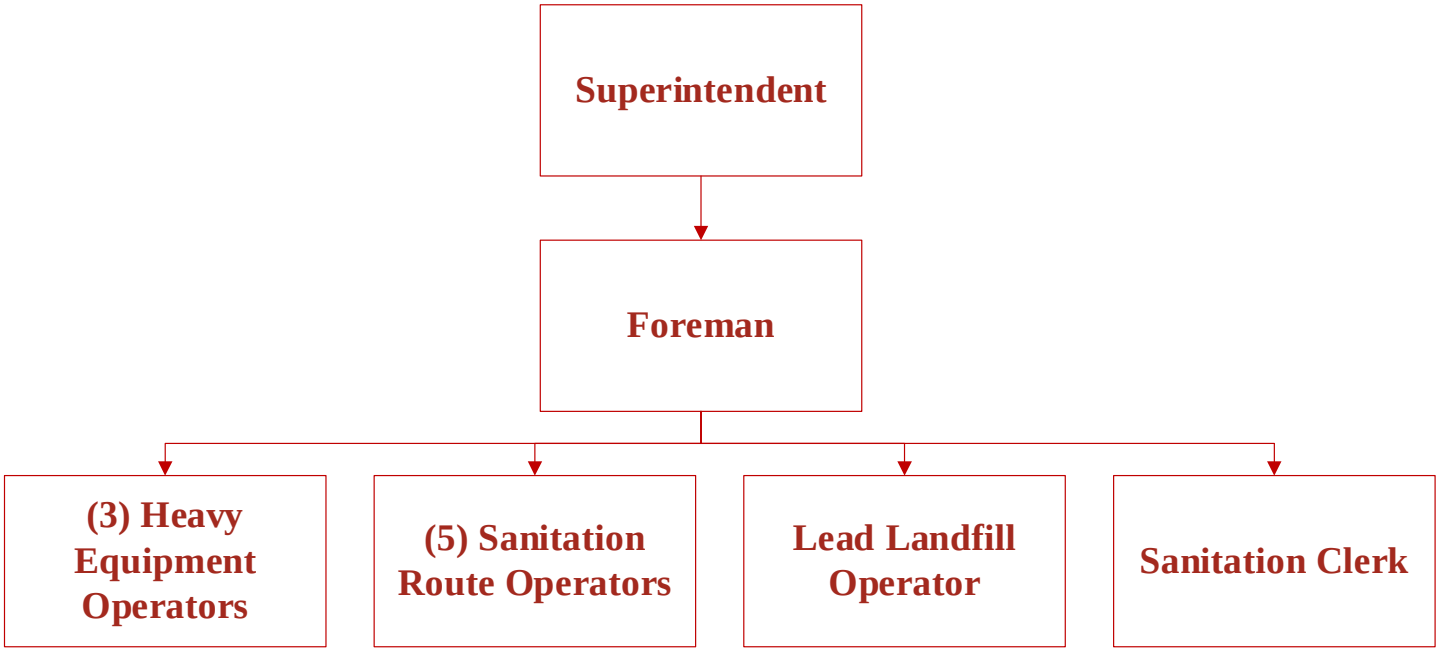
PERFORMANCE MEASURES

Measures	Actual 2019	FY 2020 Target
Tons of residential waste removed from the City	12,581	12,500
Average pounds of waste processed per residential pickup	48.1	40
Number of Individual Customers at the Transfer Station	53,369	50,000
Cubic yards to landfill	2,880	2,500
Tons of brush shredded	4,016	3,500

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
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
TOTAL		12	12	12
PART TIME		-	-	-

SANITATION



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	524,883	551,395	542,910	555,702	-	555,702
BENEFITS	307,813	280,373	286,395	272,435	-	272,435
SUPPLIES AND MATERIALS	149,871	129,850	125,820	131,200	-	131,200
M&R - LAND, STRUCTURES AND STREETS	10,624	14,685	15,200	7,000	-	7,000
M&R - EQUIPMENT AND VEHICLES	109,218	96,500	70,900	93,400	-	93,400
CONTRACTURAL AND MISC SERVICES	2,584,667	2,326,449	2,648,360	2,800,188	-	2,800,188
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	12,621	-	-	-	51,500	51,500
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
01-91	**3,699,697**	**3,399,252**	**3,689,584**	**3,859,925**	**51,500**	**3,911,425**

General Debt Service Fund

2020

CITY OF CLEBURNE
DEBT SERVICE FUND: FUND 02
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 794,688	$ 970,945	$ 1,238,389	$ 1,274,803	$ 1,636,443
REVENUES:	3,790,752	3,804,954	3,766,881	3,867,227	3,858,068
TAX RECEIPTS	2,785,913	2,900,627	2,864,457	2,946,803	2,912,643
TRANSFER IN OTHER FUNDS	995,074	880,424	880,424	880,424	910,425
INTEREST REVENUE	9,765	23,903	22,000	40,000	35,000
EXPENDITURES:	($ 3,614,495)	($ 3,501,096)	($ 3,580,587)	($ 3,505,587)	($ 3,615,525)
PRINCIPAL REQUIREMENTS	3,058,192	3,058,452	2,938,462	2,938,462	2,611,312
INTEREST REQUIREMENTS	550,092	433,511	558,025	558,025	855,113
PAYING AGENT FEES	6,211	9,133	9,100	9,100	9,100
GRADEALL CAPITAL LEASE	-	-	-	-	65,000
FIRE TRUCK CAPITAL LEASE	-	-	75,000	-	75,000
ENDING RESERVED FUND BALANCE	**$ 970,945**	**$ 1,274,803**	**$ 1,424,683**	**$ 1,636,443**	**$ 1,878,986**

GENERAL DEBT SERVICE

Statement of Bond Indebtedness

FY 2020

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired in Previous Years	Debt Balance 10/1/2019
General Obligation Refunding Bonds, Series 2010 Refunding of General Obligation Series 2001 Sr. citizens roof, annex bldg., & Esquire Theater improvements Boone Street Bridge, airport improvements, Nolan River Grant match Kilpatrick Street, Highway 67, & parks improvements, Master Plan East Buffalo Creek & miscellaneous storm drainage, fire stations, incinerator improvements, street maintenance, & preemption devices	12	5,848,413	1,767,881	4,080,532
General Obligation Refunding Bonds, Series 2011 Refunding of Certificates of Obligation Series 2004 Constructing and improving a City golf course, city streets, and gutter systems. Purchasing and upgrading geographical information systems - including software and hardware. Professional services rendered in connection with financing foregoing projects and items.	13	2,655,000	1,190,000	1,465,000
Combination Tax and Revenue Certificates of Obligation, Series 2015 (Tax Portion) 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
Ad Valorem Tax Supported		**$ 10,903,413**	**$ 2,972,881**	**$ 7,930,532**
4B Economic Development Corporation Fund **4B Sales Tax Revenue Refunding Bonds, Series 2017 (Self Supported Debt) 4B Economic Development Corporation Fund** Refunding of 2007 bonds that refunded the 2002 bonds ($12,400,000), including an additional issuance of $5,000,000 for Conference Center construction	16	12,985,000	1,380,000	11,605,000
General Obligation Taxable Bonds, Series 2016 (SELF-SUPPORTED DEBT From 4A Sales Tax Corporation) Promoting economic development within the City by designing and constructing a professional league baseball stadium generally located at the Southeast corner of Highway 67 and Nolan River Road, including the acquisition of land therefor, and including concessions, parking facilities, road, street, water, sewer or park facilities or other infrastructure facilities located in proximity to the stadium.	20	24,875,000	990,000	23,885,000
Type A Economic Development Sales Tax Revenue Bonds, Series 2016 Infrastructure structure surrounding The Depot at Cleburne Station	20	6,450,000	540,000	5,910,000
Sales Tax Supported		**$ 44,310,000**	**$ 2,910,000**	**$ 41,400,000**
Total		**$ 55,213,413**	**$ 5,882,881**	**$ 49,330,532**

GENERAL DEBT SERVICE

Debt Service Requirements

FY 2020

Issue Year	Title and Purpose	Outstanding 10/1/2019	Current Requirements Principal	Interest	Total
2010	General Obligation Refunding Bonds Series 2010 (refunded General Obligation Series 2001)	4,080,532	1,365,532	703,068	2,068,600
2011	General Obligation Refunding Bonds Series 2011 (refunded Certificates of Obligation Series 2004)	1,465,000	280,000	38,350	318,350
2015	Combination Tax and Revenue Certificates of Obligation Series 2015	2,385,000	110,000	89,050	199,050
Debt Service Fund Budget Requirement		**$ 7,930,532**	**$ 1,755,532**	**$ 830,468**	**$ 2,586,000**
2017	4B Sales Tax Revenue Refunding Bonds, Series 2017 (refunded Series 2007 Refunding and Revenue bonds)	11,605,000	735,000	357,800	1,092,800
2016	General Obligation Taxable Bonds, Series 2016	23,885,000	1,030,000	947,526	1,977,526
2016	Type A Economic Development Sales Tax Revenue Bonds, Series 2016	5,910,000	275,000	195,229	470,229
Total Self-Supporting Debt		**$ 41,400,000**	**$ 2,040,000**	**$ 1,500,555**	**$ 3,540,555**
GRAND TOTAL - Current Requirement			**$ 3,795,532**	**$ 2,331,023**	**$ 6,126,555**
TOTAL BONDS OUTSTANDING		**$ 49,330,532**			

GENERAL DEBT SERVICE

Ad Valorem Tax Supported

Schedule of Requirements

FY 2020

Fiscal Year	Principal	Interest	Total
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	$ 7,930,532	$ 1,736,093	$ 9,666,625

GENERAL DEBT SERVICE

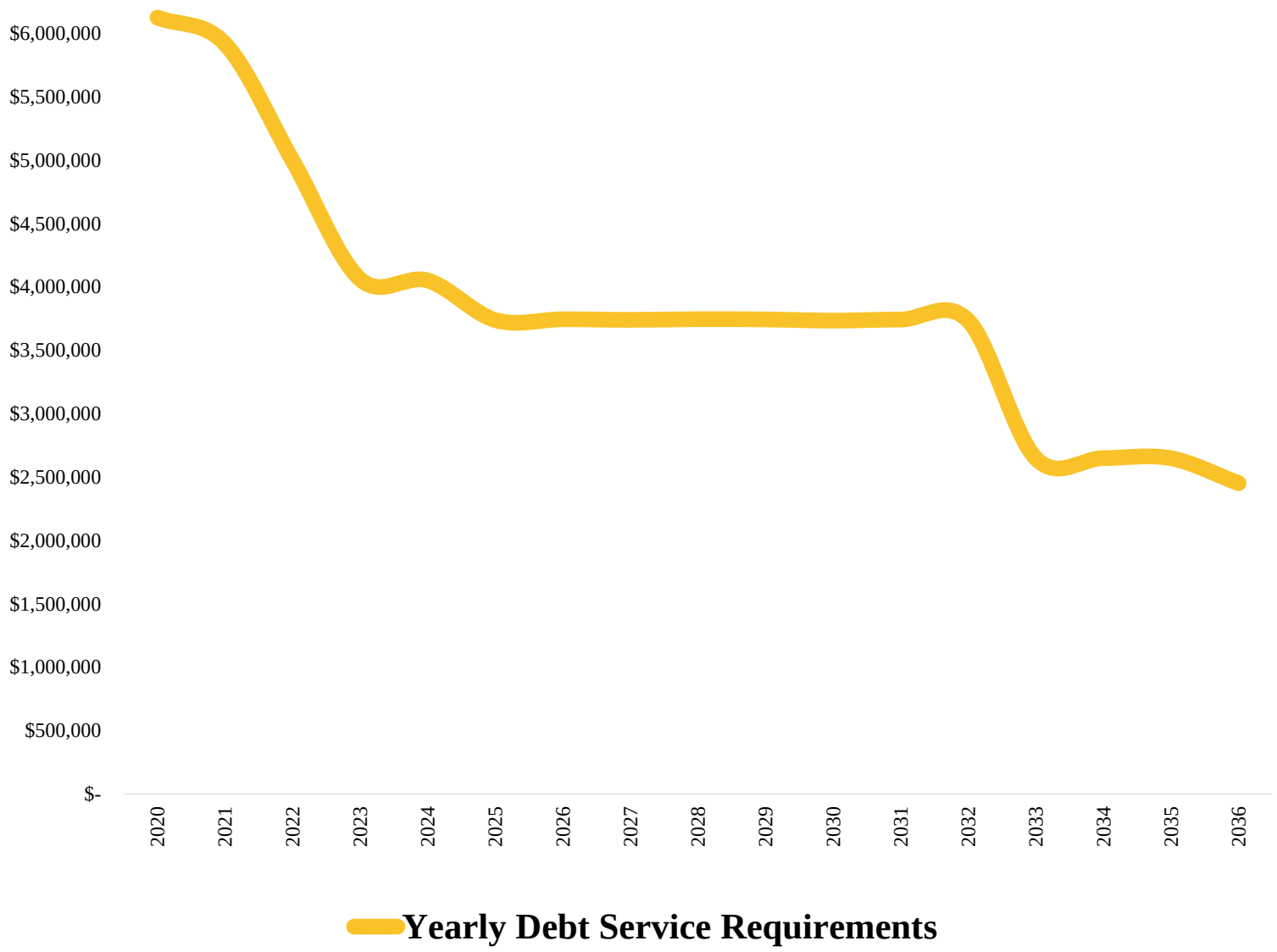
Self-Supported

Schedule of Requirements

FY 2020

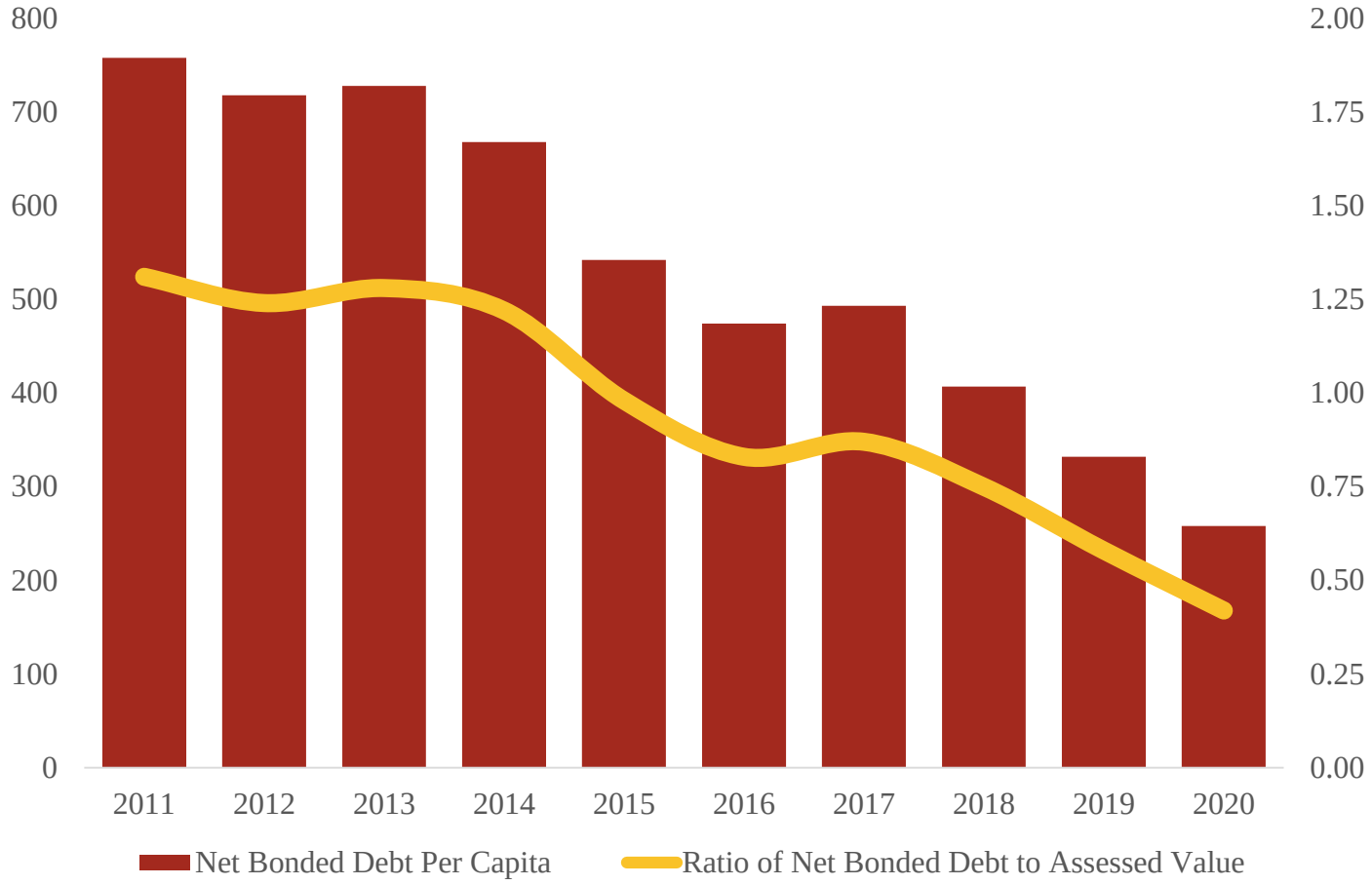
Fiscal Year	Principal	Interest	Total
2020	$ 2,040,000	$ 1,500,555	$ 3,540,555
2021	$ 2,115,000	$ 1,424,268	$ 3,539,268
2022	$ 2,195,000	$ 1,344,528	$ 3,539,528
2023	$ 2,275,000	$ 1,269,415	$ 3,544,415
2024	$ 2,340,000	$ 1,198,135	$ 3,538,135
2025	$ 2,405,000	$ 1,135,243	$ 3,540,243
2026	$ 2,475,000	$ 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	$ 41,400,000	$ 14,420,738	$ 55,820,738

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 $7,930,532 and Self-Supported 4A Sales Tax and 4B Sales Tax issues with an outstanding principal balance of $41,400,000. The outstanding balance at October 1, 2019 of all General Debt is $49,330,532.

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
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	1,737,140,685	10,038,413	0.58	332
2020	30,720	1,896,546,479	7,930,532	0.42	258

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, $1,070,148 of performance contract supported debt , or $10,240 of asset supported capital leases.

CITY OF CLEBURNE

$5,848,413.30

General Obligation Refunding Bonds

Series 2010

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-20	1,365,532.00	4.000%	2-15-20	648,768.00	8-15-20	54,300.00	**2,068,600.00**
2-15-21	1,795,000.00	4.000%	2-15-21	54,300.00	8-15-21	18,400.00	**1,867,700.00**
2-15-22	920,000.00	4.000%	2-15-22	18,400.00	8-15-22	0	**938,400.00**
	$ 4,080,532.00			**$ 721,468.00**		**$ 72,700.00**	**$ 4,874,700.00**

Interest Rate:	2.000% - 4.000%
Amount Issued:	$5,848,413.30
Amount Outstanding:	$4,080,532.00
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	
2-15-20	280,000.00	2.000%	2-15-20	20,575.00	2-15-20	17,775.00	**318,350.00**
2-15-21	280,000.00	3.000%	2-15-21	17,775.00	2-15-21	13,575.00	**311,350.00**
2-15-22	295,000.00	3.000%	2-15-22	13,575.00	2-15-22	9,150.00	**317,725.00**
2-15-23	300,000.00	3.000%	2-15-23	9,150.00	2-15-23	4,650.00	**313,800.00**
2-15-24	310,000.00	3.000%	2-15-24	4,650.00			**314,650.00**
	$ 1,465,000.00			**$ 65,725.00**		**$ 45,150.00**	**$ 1,575,875.00**

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	
2-15-20	110,000.00	3.000%	2-15-20	45,350.00	8-15-20	43,700.00	**199,050.00**
2-15-21	115,000.00	3.000%	2-15-21	43,700.00	8-15-21	41,975.00	**200,675.00**
2-15-22	120,000.00	3.000%	2-15-22	41,975.00	8-15-22	40,175.00	**202,150.00**
2-15-23	125,000.00	3.000%	2-15-23	40,175.00	8-15-23	38,300.00	**203,475.00**
2-15-24	125,000.00	4.000%	2-15-24	38,300.00	8-15-24	35,800.00	**199,100.00**
2-15-25	130,000.00	4.000%	2-15-25	35,800.00	8-15-25	33,200.00	**199,000.00**
2-15-26	140,000.00	4.000%	2-15-26	33,200.00	8-15-26	30,400.00	**203,600.00**
2-15-27	145,000.00	4.000%	2-15-27	30,400.00	8-15-27	27,500.00	**202,900.00**
2-15-28	150,000.00	4.000%	2-15-28	27,500.00	8-15-28	24,500.00	**202,000.00**
2-15-29	155,000.00	4.000%	2-15-29	24,500.00	8-15-29	21,400.00	**200,900.00**
2-15-30	160,000.00	4.000%	2-15-30	21,400.00	8-15-30	18,200.00	**199,600.00**
2-15-31	170,000.00	4.000%	2-15-31	18,200.00	8-15-31	14,800.00	**203,000.00**
2-15-32	175,000.00	4.000%	2-15-32	14,800.00	8-15-32	11,300.00	**201,100.00**
2-15-33	180,000.00	4.000%	2-15-33	11,300.00	8-15-33	7,700.00	**199,000.00**
2-15-34	190,000.00	4.000%	2-15-34	7,700.00	8-15-34	3,900.00	**201,600.00**
2-15-35	195,000.00	4.000%	2-15-35	3,900.00	8-15-35	-	**198,900.00**
	$ 2,385,000.00			**$ 438,200.00**		**$ 392,850.00**	**$ 3,216,050.00**

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 Obilgation Taxable Bonds

Series 2016

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
8-15-20	1,030,000.00	4.000%	2-15-20	473,763.00	8-15-20	473,763.00	**1,977,526.00**
8-15-21	1,070,000.00	4.000%	2-15-21	453,163.00	8-15-21	453,163.00	**1,976,326.00**
8-15-22	1,115,000.00	4.000%	2-15-22	431,763.00	8-15-22	431,763.00	**1,978,526.00**
8-15-23	1,160,000.00	4.000%	2-15-23	409,463.00	8-15-23	409,463.00	**1,978,926.00**
8-15-24	1,205,000.00	2.893%	2-15-24	386,263.00	8-15-24	386,263.00	**1,977,526.00**
8-15-25	1,240,000.00	3.043%	2-15-25	368,832.68	8-15-25	368,832.68	**1,977,665.36**
8-15-26	1,280,000.00	3.193%	2-15-26	349,966.08	8-15-26	349,966.08	**1,979,932.16**
8-15-27	1,320,000.00	3.423%	2-15-27	329,530.88	8-15-27	329,530.88	**1,979,061.76**
8-15-28	1,365,000.00	3.643%	2-15-28	306,939.08	8-15-28	306,939.08	**1,978,878.16**
8-15-29	1,415,000.00	3.793%	2-15-29	282,075.60	8-15-29	282,075.60	**1,979,151.20**
8-15-30	1,465,000.00	3.913%	2-15-30	255,240.13	8-15-30	255,240.13	**1,975,480.26**
8-15-31	1,525,000.00	4.434%	2-15-31	226,577.40	8-15-31	226,577.40	**1,978,154.80**
8-15-32	1,590,000.00	4.434%	2-15-32	192,768.15	8-15-32	192,768.15	**1,975,536.30**
8-15-33	1,660,000.00	4.434%	2-15-33	157,517.85	8-15-33	157,517.85	**1,975,035.70**
8-15-34	1,735,000.00	4.434%	2-15-34	120,715.65	8-15-34	120,715.65	**1,976,431.30**
8-15-35	1,815,000.00	4.434%	2-15-35	82,250.70	8-15-35	82,250.70	**1,979,501.40**
8-15-36	1,895,000.00	4.434%	2-15-36	42,012.15	8-15-36	42,012.15	**1,979,024.30**
	$ 23,885,000.00			**$ 4,868,841.35**		**$ 4,868,841.35**	**$ 33,622,682.70**

Interest Rate:	2.893% - 4.434%
Amount Issued:	$24,875,000.00
Amount Outstanding:	$23,885,000.00
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	
8-15-20	275,000.00	1.850%	2-15-20	97,614.50	8-15-20	97,614.50	**470,229.00**
8-15-21	280,000.00	2.050%	2-15-21	95,070.75	8-15-21	95,070.75	**470,141.50**
8-15-22	285,000.00	2.250%	2-15-22	92,200.75	8-15-22	92,200.75	**469,401.50**
8-15-23	295,000.00	2.470%	2-15-23	88,994.50	8-15-23	88,994.50	**472,989.00**
8-15-24	300,000.00	2.650%	2-15-24	85,351.25	8-15-24	85,351.25	**470,702.50**
8-15-25	310,000.00	2.750%	2-15-25	81,376.25	8-15-25	81,376.25	**472,752.50**
8-15-26	315,000.00	2.850%	2-15-26	77,113.75	8-15-26	77,113.75	**469,227.50**
8-15-27	325,000.00	3.500%	2-15-27	72,625.00	8-15-27	72,625.00	**470,250.00**
8-15-28	340,000.00	3.500%	2-15-28	66,937.50	8-15-28	66,937.50	**473,875.00**
8-15-29	350,000.00	3.500%	2-15-29	60,987.50	8-15-29	60,987.50	**471,975.00**
8-15-30	360,000.00	3.500%	2-15-30	54,862.50	8-15-30	54,862.50	**469,725.00**
8-15-31	375,000.00	3.500%	2-15-31	48,562.50	8-15-31	48,562.50	**472,125.00**
8-15-32	385,000.00	4.000%	2-15-32	42,000.00	8-15-32	42,000.00	**469,000.00**
8-15-33	405,000.00	4.000%	2-15-33	34,300.00	8-15-33	34,300.00	**473,600.00**
8-15-34	420,000.00	4.000%	2-15-34	26,200.00	8-15-34	26,200.00	**472,400.00**
8-15-35	435,000.00	4.000%	2-15-35	17,800.00	8-15-35	17,800.00	**470,600.00**
8-15-36	455,000.00	4.000%	8-15-36	9,100.00	8-15-36	9,100.00	**473,200.00**
	$ 5,910,000.00			**$ 1,051,096.75**		**$ 1,051,096.75**	**$ 8,012,193.50**

Interest Rate:	1.430% - 4.000%
Amount Issued:	$6,450,000.00
Amount Outstanding:	$5,910,000.00
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	
2-15-20	735,000.00	4.000%	2-15-20	186,250.00	8-15-20	171,550.00	**1,092,800.00**
2-15-21	765,000.00	4.000%	2-15-21	171,550.00	8-15-21	156,250.00	**1,092,800.00**
2-15-22	795,000.00	4.000%	2-15-22	156,250.00	8-15-22	140,350.00	**1,091,600.00**
2-15-23	820,000.00	2.000%	2-15-23	140,350.00	8-15-23	132,150.00	**1,092,500.00**
2-15-24	835,000.00	2.250%	2-15-24	132,150.00	8-15-24	122,756.25	**1,089,906.25**
2-15-25	855,000.00	2.500%	2-15-25	122,756.25	8-15-25	112,068.75	**1,089,825.00**
2-15-26	880,000.00	2.500%	2-15-26	112,068.75	8-15-26	101,068.75	**1,093,137.50**
2-15-27	905,000.00	4.000%	2-15-27	101,068.75	8-15-27	82,968.75	**1,089,037.50**
2-15-28	940,000.00	3.000%	2-15-28	82,968.75	8-15-28	68,868.75	**1,091,837.50**
2-15-29	970,000.00	3.125%	2-15-29	68,868.75	8-15-29	53,712.50	**1,092,581.25**
2-15-30	1,000,000.00	3.375%	2-15-30	53,712.50	8-15-30	36,837.50	**1,090,550.00**
2-15-31	1,035,000.00	3.500%	2-15-31	36,837.50	8-15-31	18,725.00	**1,090,562.50**
2-15-32	1,070,000.00	3.500%	2-15-32	18,725.00	8-15-32		**1,088,725.00**
	$ 11,605,000.00			**$ 1,383,556.25**		**$ 1,197,306.25**	**$ 14,185,862.50**

Interest Rate:	2.000% - 4.000%
Amount Issued:	$12,985,000.00
Amount Outstanding:	$11,605,000.00
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

2020

CITY OF CLEBURNE
HOUSING: FUND 6
FY 2020

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.

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ (19,596)	$ (45,604)	$ (53,788)	$ (73,402)	$ -
REVENUES:	1,339,797	1,457,875	1,511,452	1,541,004	1,527,351
VOUCHERED ADMIN	169,409	165,871	163,345	196,368	196,368
VOUCHERED HAP	1,162,383	1,284,299	1,292,769	1,290,122	1,292,769
PORT IN	-	-	-	93	-
FRAUD RECOVREY	7,683	7,205	6,000	6,900	6,000
TRANSFER IN	-	-	48,688	47,021	32,214
INTEREST REVENUE	322	500	650	500	-
EXPENDITURES:	$ (1,365,805)	$ (1,485,673)	$ (1,506,351)	$ (1,467,602)	$ (1,527,351)
SALARIES AND WAGES	109,939	113,084	114,238	113,888	118,633
BENEFITS	45,920	48,072	48,636	47,235	44,905
SUPPLIES AND MATERIALS	3,073	2,907	3,688	2,960	3,458
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	5,440	5,176	6,198	5,582	7,165
CONTRACTURAL AND MISC	1,201,433	1,316,434	1,333,591	1,297,937	1,353,190
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ (45,604)**	**$ (73,402)**	**$ (48,687)**	**$ -**	**$ -**

HOUSING

Department Number - 0668
Public Services

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
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 2019

- Remains a high performing housing authority per HUD established guidelines;
- Increased the number of voucher administered by the Department. The monthly average voucher administered for 2017/2018 was 233; the monthly average voucher administered for the current fiscal year (2018/2019) is 244.

HOUSING

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	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

Measures	Actual 2018	Estimate 2019	Target 2020
Average monthly participating families	244	245	250
Terminated participants annually	36	34	35
Inspections conducted annually	293	271	280
Examinations conducted annually	240	245	250
Briefings conducted annually	10	8	11
Hearings conducted annually	4	9	5

HOUSING

PARTICIPANT SOURCE OF INCOME

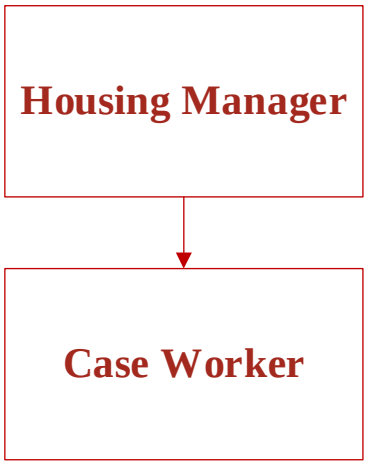
Social Security/Pension	80%
Employment/Wages	10%
Disability	5%
Child Support	5%

PARTICIPANT STATUS:

Elderly	67%
Disabled	22%
Other	11%

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
HOUSING MANAGER	25	1	1	1
CASE WORKER	13	1	1	1
TOTAL		2	2	2
PART TIME		-	-	-



HOUSING

LINE ITEM summary

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	109,939	112,275	111,113	114,238	-	114,238
BENEFITS	45,920	51,517	48,319	48,636	-	48,636
SUPPLIES AND MATERIALS	3,073	3,830	3,350	3,688	-	3,688
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	5,440	5,657	5,581	6,198	-	6,198
CONTRACTURAL AND MISC SERVICES	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	-	-	-	-	-	-
06-68	**1,365,801**	**1,383,746**	**1,495,353**	**1,506,351**	**-**	**1,506,351**

CITY OF CLEBURNE
HOTEL/MOTEL TAX: FUND 7
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 120,621	$ 178,431	$ 454,061	$ 501,404	$ 414,036
REVENUES:	448,725	763,250	421,500	457,000	425,000
TAX REVENUE - HOTEL/MOTEL	446,988	507,613	420,000	420,000	420,000
NON-OPERATING REVENUE	-	250,000	-	25,000	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN	-	-	-	-	-
INTEREST REVENUE	1,737	5,637	1,500	12,000	5,000
EXPENDITURES:	$ (390,915)	$ (440,277)	$ (669,368)	$ (544,368)	$ (551,368)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	17,131	16,500	8,700	8,700	4,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	13,300	13,300	-
CONTRACTURAL AND MISC	373,784	423,777	447,368	422,368	447,368
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	200,000	100,000	100,000
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 178,431**	**$ 501,404**	**$ 206,193**	**$ 414,036**	**$ 287,668**

CITY OF CLEBURNE
TRANSPORTATION: FUND 8
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 446,844	$ 279,480	$ 262,769	$ 245,247	$ 293,398
REVENUES:	1,140,964	1,081,807	1,202,981	1,201,581	1,383,349
SECTION 5307 GRANT	54,336	115,068	85,016	85,016	85,016
SECTION 5311 GRANT	379,136	365,401	487,485	487,485	546,505
SECTION 5310 GRANT	-	44,861	45,000	45,000	-
SECTION 5311 TX RURAL	258,025	309,553	359,279	359,279	369,361
LOGISTICARE	1,116	-	-	-	-
AREA AGENCY ON AGING	11,574	9,357	11,304	11,304	11,921
SERVICE, PASSENGER FARES	86,487	81,625	95,000	90,000	90,000
SERVICE, OTHER	10,000	10,190	10,800	10,800	10,800
CONTRIBUTIONS	105,915	107,439	108,697	108,697	119,404
TRANSFER IN	-	-	-	-	-
NON-OPERATING INCOME	113	1,000	-	-	-
5339 GRANT	233,808		-	-	149,342
SALE OF ASSETS	-	35,854	-	-	-
INTEREST REVENUE	454	1,459	400	4,000	1,000
EXPENDITURES:	$ (1,308,328)	$ (1,116,040)	$ (1,242,462)	$ (1,153,430)	$ (1,420,387)
SALARIES AND WAGES	586,821	596,058	655,938	622,942	670,931
BENEFITS	242,738	263,302	285,143	278,838	289,000
SUPPLIES AND MATERIALS	112,489	142,312	172,525	127,999	168,700
M&R - LAND, STRUCTURES AND	2,707	2,595	2,800	3,500	2,500
M&R - EQUIPMENT AND	92,673	68,684	76,100	76,100	92,763
CONTRACTURAL AND MISC	33,811	42,038	48,905	43,000	46,100
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	236,038	-	-	-	149,342
TRANSFER OUT	1,051	1,051	1,051	1,051	1,051
ENDING FUND BALANCE	**$ 279,480**	**$ 245,247**	**$ 223,288**	**$ 293,398**	**$ 256,360**

CITY/COUNTY TRANSPORTATION

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 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2019
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	Deferred to 2019 due to grant requirements
Aesthetic Enhancements/Quality of Life Programs	Explore additional sources of revenue (advertising inside buses, last-mile package delivery, etc.)	% OF PROGRESS	In progress

CITY/COUNTY TRANSPORTATION

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
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	100% Completion
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

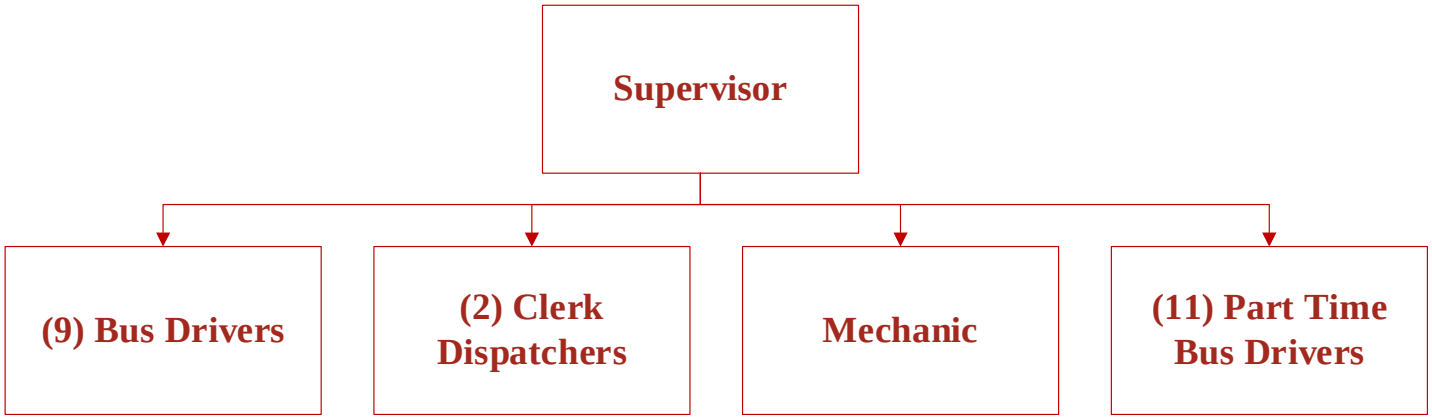
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
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%

CITY/COUNTY TRANSPORTATION

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2017	2019	2020
TRANSPORTATION SUPERVISOR	17	1	1	1
MECHANIC	16	1	1	1
BUS DRIVER	10	9	9	9
CLERK - DISPATCHER	11	2	2	2
TOTAL		12	13	13
PART TIME		11	11	11



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	596,058	655,938	622,942	670,931	-	670,931
BENEFITS	263,302	285,143	278,838	289,000	-	289,000
SUPPLIES AND MATERIALS	142,312	172,525	127,999	168,700	-	168,700
M&R - LAND, STRUCTURES AND STREETS	2,595	2,800	3,500	2,500	-	2,500
M&R - EQUIPMENT AND VEHICLES	68,684	76,100	76,100	92,763	-	92,763
CONTRACTURAL AND MISC SERVICES	42,038	48,905	43,000	46,100	-	46,100
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	149,342	-	149,342
TRANSFER OUT	1,051	1,051	1,051	1,051	-	-
08-59	**1,123,453**	**1,242,462**	**-**	**1,419,336**	**-**	**1,419,336**

CITY OF CLEBURNE
4B ECONOMIC DEVELOPMENT CORPORATION: FUND 9
FY 2020

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, Railroad museum and several parks improvements throughout the City. 4B Sales tax funds are also used to fund the maintenance and operation expenses of these projects that are budgeted in the General Fund through a transfer to the General Fund.

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING TOTAL FUND BALANCE	$ 1,767,524	$ 2,185,825	$ 2,448,119	$ 2,953,913	$ 3,328,468
REVENUES:	3,018,456	3,116,720	2,816,000	3,146,838	3,082,500
SALES TAX REVENUE	2,779,966	3,030,955	2,785,000	3,000,000	3,027,500
PROCEEDS FROM BOND SALES	54,038	-	-	-	-
SALE OF ASSETS	2,114	-	-	-	-
INSURANCE RECOVERY	5,813	51,100	-	53,600	-
BOND PREMIUM	162,569	-	-	-	-
MISCELLANEOUS INCOME	-	-	-	38,238	-
INTEREST REVENUE	13,956	34,665	31,000	55,000	55,000
EXPENDITURES:	$ (2,600,155)	$ (2,348,632)	$ (3,261,434)	$ (2,772,283)	$ (3,526,226)
ADMINISTRATIVE COST ALLOCATION	115,263	151,953	109,077	109,077	86,982
CONTRACTUAL & MISCELLANEOUS	33,029	3,400	1,679	1,679	1,679
BOOKER T WASHINGTON	9,483	13,439	16,950	8,079	8,700
SPLASH STATION	17,838	43,827	315,696	295,270	278,000
SPORTS COMPLEX	28,434	-	157,625	133,549	365,000
RAILROAD MUSEUM	-	-	243,150	18,150	270,000
PARKS & REC	-	-	25,000	-	25,000
CAPITAL LEASE - EQUIPMENT BTW	19,375	19,375	19,375	19,375	-
DEBT SERVICE BOND PRINCIPAL	605,000	675,000	705,000	705,000	735,000
DEBT SERVICE BOND INTEREST & FISCAL	747,932	417,655	390,600	390,600	361,800
TRANSFER OUT	1,023,801	1,023,983	1,277,282	1,091,504	1,394,065
DEBT RESERVE	281,745	281,745	272,900	272,900	273,200
ENDING UNRESERVED FUND BALANCE	$ 1,904,080	$ 2,672,168	$ 1,729,785	$ 3,055,568	$ 2,611,542

CITY OF CLEBURNE
LAW ENFORCEMENT OFFICER STANDARDS: FUND 10
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 9,018	$ 11,230	$ 10,213	$ 12,192	$ 10,597
REVENUES:	$ 4,812	$ 4,912	$ 3,950	$ 4,905	$ 3,994
TX LAW ENFORCEMENT -	4,714	4,676	3,800	4,620	3,709
TX LAW ENFORCEMENT - FIRE	-	-	-	-	-
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN	-	-	-	-	-
INTEREST REVENUE	98	236	150	285	285
EXPENDITURES:	$ (2,600)	$ (3,950)	$ (5,000)	$ (6,500)	$ (3,900)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND		-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	2,600	3,950	5,000	6,500	3,900
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 11,230**	**$ 12,192**	**$ 9,163**	**$ 10,597**	**$ 10,691**

CITY OF CLEBURNE
T.I.F. DISTRICT #1: FUND 11
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 1,051,488	$ 1,275,261	$ 1,543,908	$ 1,544,763	$ 1,796,978
REVENUES:	239,273	271,302	257,371	271,217	261,698
TAXES, AD VALOREM, CITY	149,440	158,093	151,269	148,912	146,693
TAXES, AD VALOREM, COUNTY	79,259	89,351	83,102	84,305	80,005
INTEREST REVENUE	10,574	23,858	23,000	38,000	35,000
EXPENDITURES:	$ (15,500)	$ (1,800)	$ (242,195)	$ (19,002)	$ (295,395)
SPARKS DRIVE CONNECTION	15,500	1,800	242,195	19,002	295,395
ENDING FUND BALANCE	**$ 1,275,261**	**$ 1,544,763**	**$ 1,559,084**	**$ 1,796,978**	**$ 1,763,281**

CITY OF CLEBURNE
T.I.F. DISTRICT #2: FUND 12
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 760,886	$ 887,468	$ 1,001,982	$ 951,700	$ 1,110,009
REVENUES:	129,807	147,290	156,539	167,220	169,013
TAXES, AD VALOREM, CITY	80,076	84,605	98,646	92,637	106,131
TAXES, AD VALOREM, COUNTY	42,212	46,628	54,193	51,030	57,883
INTEREST REVENUE	7,519	16,057	3,700	23,553	5,000
EXPENDITURES:	$ (3,225)	$ (83,058)	$ (891,456)	$ (8,911)	$ (832,035)
DOWNTOWN REHABILITATION	3,225	2,158	-	-	-
DOWNTOWN SIDEWALKS / LANDSCAPE	-	80,900	891,456	8,911	832,035
ENDING FUND BALANCE	**$ 887,468**	**$ 951,700**	**$ 267,065**	**$ 1,110,009**	**$ 446,987**

CITY OF CLEBURNE
T.I.F. DISTRICT #3: FUND 13
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 299,200	$ 98,545	$ 88,362	$ 88,552	$ 203,738
REVENUES:	94,345	95,007	114,514	115,186	153,197
TAXES, AD VALOREM, CITY	82,773	81,915	99,631	99,014	132,175
TAXES, AD VALOREM, COUNTY	10,994	11,402	13,683	13,839	18,022
INTEREST REVENUE	578	1,690	1,200	2,333	3,000
EXPENDITURES:	$ (295,000)	$ (105,000)	$ -	$ -	$ -
REIMBURSE CAPITAL PROJECTS FUND	-	100,000	-	-	-
REIMBURSE JOHNSON COUNTY	295,000	5,000	-	-	-
ENDING FUND BALANCE	**$ 98,545**	**$ 88,552**	**$ 202,876**	**$ 203,738**	**$ 356,935**

CITY OF CLEBURNE
CERTIFICATE OF FRANCHISE: FUND 15
FY 2020

These funds are to be used from revenue that was generated from franchise taxes for cable services .

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 190,410	$ 240,547	$ 277,748	$ 288,829	$ 343,309
REVENUES:	$ 50,137	$ 48,282	$ 52,200	$ 54,480	$ 55,200
FRANCHISE TAX - CABLE	48,339	43,952	48,000	47,480	48,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
INTEREST REVENUE	1,798	4,330	4,200	7,000	7,200
EXPENDITURES:	$ -	$ -	$ (15,000)	$ -	$ (155,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	15,000	-	155,000
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 240,547**	**$ 288,829**	**$ 314,948**	**$ 343,309**	**$ 243,509**

CITY OF CLEBURNE
4A ECONOMIC DEVELOPMENT CORPORATION: FUND 17
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 12,542,146	$ 2,939,039	$ 4,108,599	$ 4,339,781	$ 4,712,129
REVENUES:	$ 14,396,378	$ 3,087,071	$ 2,825,000	$ 3,239,529	$ 3,087,500
SALES TAX REVENUE	2,779,966	3,030,955	2,785,000	3,132,029	3,027,500
PROCEEDS FROM BOND SALES	6,450,000	-	-	-	-
SALE OF ASSETS	5,110,962	-	-	-	-
BOND PREMIUM	-	-	-	-	-
INTEREST REVENUE	55,450	56,116	40,000	107,500	60,000
EXPENDITURES:	$ (23,999,485)	$ (1,686,329)	$ (2,891,489)	$ (2,867,181)	$ (2,597,773)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	18,469	28,998	36,500	17,900	32,900
M&R - LAND, STRUCTURES AND	414	304	52,824	52,824	50,000
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	10,486	30,377	32,559	38,593	36,118
DEBT SERVICE BOND	-	270,000	1,260,000	1,260,000	1,305,000
DEBT SERVICE BOND INTEREST	1,924,550	1,194,825	1,192,864	1,192,864	1,148,755
CAPITAL OUTLAY - LAND AND	22,045,566	136,825	291,742	280,000	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	25,000	25,000	25,000	25,000
ENDING FUND BALANCE	**$ 2,939,039**	**$ 4,339,781**	**$ 4,042,110**	**$ 4,712,129**	**$ 5,201,856**

CITY OF CLEBURNE
RECREATION FUND: FUND 19
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 29,124	$ 29,370	$ 20,964	$ 20,569	$ 8,237
REVENUES:	$ 12,441	$ 6,745	$ 13,100	$ 9,450	$ 9,400
SERVICE-CLASSES/PROGRAMS	35	70	-	-	-
SERVICE, RENT - OTHER	12,150	6,220	13,000	9,000	9,000
NON-OPERATING INCOME	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
INTEREST REVENUE	256	455	100	450	400
EXPENDITURES:	$ (12,195)	$ (15,546)	$ (30,082)	$ (21,782)	$ (7,700)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	1,275	1,439	1,700	1,400	1,700
M&R - LAND, STRUCTURES AND	-	8,617	16,382	16,382	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	10,920	5,490	12,000	4,000	6,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 29,370**	**$ 20,569**	**$ 3,982**	**$ 8,237**	**$ 9,937**

CITY OF CLEBURNE
MINERAL LEASES AND ROYALTIES: FUND 21
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 2,039,657	$ 931,070	$ 606,401	$ 719,015	$ 480,511
REVENUES:	393,508	496,152	323,000	262,046	257,000
MINERAL & LEASE REVENUE	378,419	480,981	320,000	246,324	250,000
SERVICE, RENT - OTHER	-	-	-	-	-
NON-OPERATING INCOME	20	-	-	-	-
INTEREST REVENUE	15,069	15,171	3,000	15,722	7,000
EXPENDITURES:	$ (1,502,095)	$ (708,207)	$ (501,000)	$ (500,550)	$ (500,600)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	1,220	538	1,000	550	600
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC	875	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	1,000,000	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT - GRANT FUND	-	207,669	-	-	-
TRANSFER OUT - CAPITAL	500,000	500,000	500,000	500,000	500,000
ENDING FUND BALANCE	**$ 931,070**	**$ 719,015**	**$ 428,401**	**$ 480,511**	**$ 236,911**

CITY OF CLEBURNE
DISPOSAL WELL: FUND 22
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 2,235,141	$ 249,019	$ 388,719	$ 427,903	$ 567,603
REVENUES:	134,381	178,884	146,000	144,700	146,000
DISPOSAL WELL ROYALTIES	117,762	173,035	140,000	140,000	140,000
SERVICE, RENT - OTHER	-	-	-	-	-
NON-OPERATING INCOME	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	16,619	5,849	6,000	4,700	6,000
EXPENDITURES:	$ (2,120,503)	$ -	$ (5,000)	$ (5,000)	$ (5,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC	8,803	-	5,000	5,000	5,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	2,111,700	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT - GRANT FUND	-	-	-	-	-
TRANSFER OUT - CAPITAL	-	-	-	-	-
ENDING FUND BALANCE	**$ 249,019**	**$ 427,903**	**$ 529,719**	**$ 567,603**	**$ 708,603**

CITY OF CLEBURNE
GAS WELL ADMINISTRATION: FUND 23
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ -	$ -	$ -	$ -	$ -
REVENUES:	751,617	727,346	714,500	714,500	714,500
PERMITS, FEES	746,500	716,500	706,500	706,500	706,500
SERVICE, RENT - OTHER	-	-	-	-	-
NON-OPERATING INCOME	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	5,117	10,846	8,000	8,000	8,000
EXPENDITURES:	$ (751,617)	$ (727,346)	$ (714,500)	$ (714,500)	$ (714,500)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT - GENERAL FUND	751,617	727,346	714,500	714,500	714,500
ENDING FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF CLEBURNE
MISCELLANOUS GRANTS FUND: FUND 39
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ -	$ -	$ -	$ 0	$ 0
GRANT REVENUES:	301,034	-	195,475	219,843	184,990
BULLET PROOF VEST GRANT	5,818	-	9,600	5,151	4,995
BULLET PROOF VEST GRANT CITY MATCH TRANSFER FROM GENERAL FUND	5,818	-	9,600	5,152	4,995
CRIMINAL JUSTICE - BODY CAMERA UPGRADES	-	-	15,600	8,544	-
BODY CAMERA UPGRADES CITY MATCH TRANSFER FROM GENERAL FUND	-	-	3,900	3,900	-
ANIMAL SERVICES MADDIE'S FUND	2,000	-	-	-	-
ANIMAL SERVICES PETFINDER	10,000	-	-	-	-
LIBRARY TEXAS BOOK FESTIVAL	75	-	-	-	
HOMELAND SECURITY TACTICAL ROBOT	19,995	-	-	-	-
CRIMINAL JUSTICE - CRIME DATA TECH	15,593	-	-	-	-
CRIMINAL JUSTICE - VEHICLE CRIME ID	57,884	-	-	-	-
CLEBURNE PATIENT OUTREACH PROGRAM	-	-	25,000	-	-
CRIMINAL JUSTICE - NIBRS	-	-	126,510	90,541	-
STEP WAVE	776	-	-	-	-
MOBILE COMMAND STATION			-	82,301	-
POLICE SWAT EQUIPMENT ENHANCEMENT	-	-	-	13,500	-
SOLID WASTE GRANT	60,916	-	-	-	-
FIRE TIFMAS	-	-	3,565	-	-
FIRE NCTTRAC	-	-	1,700	1,508	-
LIBRARY GRANT	-	-	-	3,045	-
TTC SIDEWALK GRANT	122,159	-	-	6,200	-
SAFE ROUTES TO SCHOOLS PROJECT MATCH TRANSFER FROM FUND 53	-	-	-	-	175,000
EXPENDITURES:	$ (526,267)	$ -	$ (195,475)	$ (219,843)	$ (184,990)
SALARIES AND WAGES	41,691	-	-	-	-
BENEFITS	20,097	-	-	-	-
SUPPLIES AND MATERIALS	23,982	-	38,700	43,504	9,990
M&R - EQUIPMENT AND VEHICLES	300	-	126,510	34,995	-
CONTRACTURAL AND MISC SERVICES	16,428	-	30,265	55,178	-
CAPITAL OUTLAY - LAND AND	319,106	-	-	6,200	175,000
CAPITAL OUTLAY - EQUIPMENT	104,663	-	-	79,966	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ (225,233)**	**$ 0**	**$ 0**	**$ 0**	**$ 0**

CITY OF CLEBURNE
COURT TECHNOLOGY: FUND 41
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 55,672	$ 69,455	$ 49,272	$ 51,694	$ 59,342
REVENUES:	13,843	20,271	17,850	18,200	18,000
FINES, FEES	13,269	19,354	17,000	17,000	17,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	574	917	850	1,200	1,000
EXPENDITURES:	$ (60)	$ (38,032)	$ (3,600)	$ (10,552)	$ (4,550)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	60	35,532	3,600	10,552	3,600
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	950
CONTRACTURAL AND MISC	-	2,500	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 69,455**	**$ 51,694**	**$ 63,522**	**$ 59,342**	**$ 72,792**

CITY OF CLEBURNE
CHILD SAFETY: FUND 45
FY 2020

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.

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 6,866	$ 8,245	$ 8,365	$ 7,342	$ 5,942
REVENUES:	$ 1,721	$ 533	$ 620	$ 900	$ 900
FINES	1,650	400	500	700	700
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	71	133	120	200	200
EXPENDITURES:	$ (342)	$ (1,436)	$ (2,000)	$ (2,300)	$ (750)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	342	1,436	2,000	2,300	750
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 8,245**	**$ 7,342**	**$ 6,985**	**$ 5,942**	**$ 6,092**

CITY OF CLEBURNE
COURT SECURITY FUND: FUND 46
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 9,221	$ 9,937	$ 12,080	$ 14,211	$ 17,611
REVENUES:	11,087	14,379	12,200	12,900	12,500
FINES	10,997	14,183	12,100	12,500	12,100
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	90	196	100	400	400
EXPENDITURES:	$ (10,371)	$ (10,105)	$ (23,100)	$ (9,500)	$ (23,100)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	605	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	871	-	13,600	-	13,600
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	9,500	9,500	9,500	9,500	9,500
ENDING FUND BALANCE	**$ 9,937**	**$ 14,211**	**$ 1,180**	**$ 17,611**	**$ 7,011**

CITY OF CLEBURNE
ABANDONED VEHICLE FUND: FUND 47
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 21,292	$ 21,292	$ 23,340	$ 21,292	$ 10,917
REVENUES:	$ 8,889	$ 10,193	$ 6,400	$ 7,875	$ 7,725
FINES/FEES, AUCTION	8,629	9,739	6,000	7,325	7,325
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	260	454	400	550	400
EXPENDITURES:	$ (8,889)	$ (10,193)	$ (19,740)	$ (18,250)	$ (8,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	3,053	9,899	3,500	18,250	8,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	1,905	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT- GENERAL	3,931	294	16,240	-	-
ENDING FUND BALANCE	**$ 21,292**	**$ 21,292**	**$ 10,000**	**$ 10,917**	**$ 10,642**

CITY OF CLEBURNE
POLICE FORFEITURE: FUND 48
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 14,475	$ 8,552	$ 13,061	$ 13,652	$ 5,161
REVENUES:	$ 95	$ 5,583	$ 1,100	$ 300	$ 130
FORFEITURES		5,359	1,000	-	-
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	95	224	100	300	130
EXPENDITURES:	$ (6,018)	$ (483)	$ (4,000)	$ (8,791)	$ (5,291)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	650	-	4,000	7,010	5,291
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC	5,368	483	-	1,781	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 8,552**	**$ 13,652**	**$ 10,161**	**$ 5,161**	**$ -**

CITY OF CLEBURNE
TRUANCY PREVENTION FUND: FUND 50
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 30,629	$ 16,797	$ 11,721	$ 17,513	$ 17,201
REVENUES:	21,127	28,118	23,315	26,040	24,575
FINES, FEES, MUNICIPAL COURT	20,887	27,802	23,000	25,500	24,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	240	316	315	540	575
EXPENDITURES:	$ (34,959)	$ (27,402)	$ (28,365)	$ (26,352)	$ (25,789)
SALARIES AND WAGES	20,468	15,605	16,039	15,397	15,829
BENEFITS	14,491	11,797	12,326	10,955	9,960
SUPPLIES AND MATERIALS	-	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 16,797**	**$ 17,513**	**$ 6,671**	**$ 17,201**	**$ 15,987**

CITY OF CLEBURNE
MUSEUM BOARD FUND: FUND 81
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 58,605	$ 61,340	$ 55,839	$ 65,429	$ 65,579
REVENUES:	$ 9,727	$ 10,948	$ 5,500	$ 10,200	$ 11,670
MUSEUM STORE SALES	4,307	2,569	2,500	2,400	2,570
CONTRIBUTIONS	4,940	7,440	2,100	6,000	7,300
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	480	939	900	1,800	1,800
EXPENDITURES:	$ (6,992)	$ (6,859)	$ (10,050)	$ (10,050)	$ (10,050)
SALARIES AND WAGES	2,120	2,054	2,327	2,327	2,327
BENEFITS	173	167	173	173	173
SUPPLIES AND MATERIALS	57	179	1,000	1,000	1,500
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	2,011	2,547	5,050	5,700	4,200
MISC & SUNDRY EXPENSES	2,631	1,912	1,500	850	1,850
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 61,340**	**$ 65,429**	**$ 51,289**	**$ 65,579**	**$ 67,199**

CITY OF CLEBURNE
MUSEUM DONATIONS FUND: FUND 82
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 27,083	$ 38,482	$ 42,550	$ 46,769	$ 149,819
REVENUES:	$ 17,133	$ 15,926	$ 15,668	$ 115,750	$ 16,668
SERVICE, RENT - OTHER	4,968	5,083	4,968	5,000	4,968
NON-OPERATING REVENUE	-	-	-	-	-
CONTRIBUTIONS	11,848	10,092	10,000	109,600	10,300
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	317	751	700	1,150	1,400
EXPENDITURES:	$ (5,734)	$ (7,639)	$ (12,700)	$ (12,700)	$ (12,700)
SALARIES AND WAGES	714	2,110	2,160	2,160	2,160
BENEFITS	54	170	340	340	340
SUPPLIES AND MATERIALS	2,825	2,129	5,200	5,200	5,200
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	2,141	3,230	5,000	5,000	5,000
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 38,482**	**$ 46,769**	**$ 45,518**	**$ 149,819**	**$ 153,787**

CITY OF CLEBURNE
POLICE DONATION FUND: FUND 83
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 14,843	$ 11,887	$ 9,078	$ 4,016	$ 7,477
REVENUES:	$ 8,987	$ 14,608	$ 4,100	$ 15,106	$ 9,700
CONTRIBUTIONS - POLICE	264	245	2,000	2,824	1,650
CONTRIBUTIONS - ANIMAL	7,681	12,151	2,000	12,000	8,000
CONTRIBUTIONS - EXPLORERS	744	1,638	-	-	-
CONTRIBUTIONS - CPA	160	300	-	62	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	138	274	100	220	50
EXPENDITURES:	$ (11,943)	$ (22,479)	$ (9,000)	$ (11,645)	$ (8,000)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
PD - SUPPLIES AND MATERIALS	2,560	1,663	3,000	1,645	-
PD - OTHER SERVICES	80	1,004	1,000	-	-
PD - REMODEL	-	7,725	-	-	-
ANIMAL SHELTER - SUPPLIES	1,957	6,278	1,500	5,000	3,000
ANIMAL SHELTER - OTHER	7,346	5,809	3,500	5,000	5,000
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 11,887**	**$ 4,016**	**$ 4,178**	**$ 7,477**	**$ 9,177**

CITY OF CLEBURNE
PARKS DONATION FUND: FUND 84
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 32,573	$ 41,481	$ 45,786	$ 47,734	$ 47,632
REVENUES:	$ 18,199	$ 17,271	$ 17,700	$ 14,405	$ 3,350
SERVICE, RENT CINCO DE MAYO	625	675	650	675	-
SERVICE, MCGREGOR PARK	3,263	5,295	2,350	2,500	2,500
CONTRIBUTIONS - CINCO DE MAYO	13,810	10,250	13,750	10,250	-
MCGREGOR CONTRIBUTIONS	150	275	150	150	150
CONTRIBUTIONS - OTHER		-	100	100	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	351	776	700	730	700
EXPENDITURES:	$ (9,291)	$ (11,018)	$ (12,200)	$ (14,507)	$ (13,000)
CINCO DE MAYO EXPENSES	-	-	9,100	11,507	-
MARIACHI FESTIVAL EXPENSES	-	-	-	-	10,000
MCGREGOR EXPENSES	-	-	3,000	3,000	3,000
OTHER SUPPLIES & MATERIALS	9,291	10,818	100	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	-	-	-	-	-
CONTRACTURAL AND MISC	-	200	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY - LAND AND	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 41,481**	**$ 47,734**	**$ 51,286**	**$ 47,632**	**$ 37,982**
EXPENDITURES CHECK	**$ 9,291**	**$ 11,018**	**$ 12,200**	**$ 14,507**	**$ 13,000**

EXPENDITURES	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
53-8399 (Cinco de Mayo - Other Supplies)	9,291	10,818	9,100	11,307	-
53-8399 (Other supplies)	-	-	100	-	-
66-8399 (McGregor - Other supplies)	-	-	3,000	3,000	3,000
53-8699 (Cinco de Mayo - Other services)	-	200	-	200	-
53-8399 (Mariachi festival - Other Supplies)	-	-	-	-	10,000
	$ 9,291	**$ 11,018**	**$ 12,200**	**$ 14,507**	**$ 13,000**

CITY OF CLEBURNE
LIBRARY FUNDRAISER PROJECTS FUND: FUND 85
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 10,799	$ 10,629	$ 12,026	$ 12,101	$ 11,586
REVENUES:	$ 3,221	$ 3,502	$ 3,400	$ 3,485	$ 3,485
SERVICE REVENUE	1,345	4	-	-	-
DONATIONS	1,769	3,292	3,200	3,200	3,200
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	107	206	200	285	285
EXPENDITURES:	$ (3,391)	$ (2,030)	$ (5,500)	$ (4,000)	$ (8,500)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	3,391	2,030	4,500	4,000	5,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -LIBRARY	-	-	1,000	-	-
CAPITAL OUTLAY -					3,500
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 10,629**	**$ 12,101**	**$ 9,926**	**$ 11,586**	**$ 6,571**

CITY OF CLEBURNE
LIBRARY DONATION FUND: FUND 86
FY 2020

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

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 14,287	$ 16,047	$ 14,212	$ 15,617	$ 17,567
REVENUES:	$ 6,253	$ 5,874	$ 3,250	$ 7,450	$ 5,450
DONATIONS	6,111	5,601	3,000	7,000	5,000
NON-OPERATING REVENUE	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	142	273	250	450	450
EXPENDITURES:	$ (4,493)	$ (6,304)	$ (6,500)	$ (5,500)	$ (10,500)
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	2,594	5,347	4,000	4,000	5,000
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	909	500	1,500	1,000	1,500
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -LIBRARY	990	457	1,000	500	500
CAPITAL OUTLAY -	-	-	-	-	3,500
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 16,047**	**$ 15,617**	**$ 10,962**	**$ 17,567**	**$ 12,517**

CITY OF CLEBURNE
FIRE DONATIONS: FUND 88
FY 2020

Community donations are this fund's revenue source and it is used by the Fire Department for expenditures.

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 118,673	$ 117,401	$ 122,358	$ 119,501	$ 122,501
REVENUES:	$ 1,739	$ 2,100	$ 2,100	$ 3,000	$ 2,000
DONATIONS- GENERAL	673	100	100	100	-
DONATIONS- 9/11 MEMORIAL	-	-	-	-	-
SALE OF ASSETS	-	-	-	-	-
INSURANCE RECOVERY	-	-	-	-	-
TRANSFER IN GENERAL	-	-	-	-	-
TRANSFER IN WATER & SEWER	-	-	-	-	-
INTEREST REVENUE	1,066	2,000	2,000	2,900	2,000
EXPENDITURES:	$ (3,011)	$ -	$ (124,458)	$ -	$ -
SALARIES AND WAGES	-	-	-	-	-
BENEFITS	-	-	-	-	-
SUPPLIES AND MATERIALS	3,011	-	-	-	-
M&R - LAND, STRUCTURES AND	-	-	-	-	-
M&R - EQUIPMENT AND	-	-	-	-	-
CONTRACTURAL AND MISC	-	-	-	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-
CAPITAL OUTLAY -9/11 MONUMENT	-	-	124,458	-	-
TRANSFER OUT	-	-	-	-	-
ENDING FUND BALANCE	**$ 117,401**	**$ 119,501**	**$ -**	**$ 122,501**	**$ 124,501**

Enterprise Funds

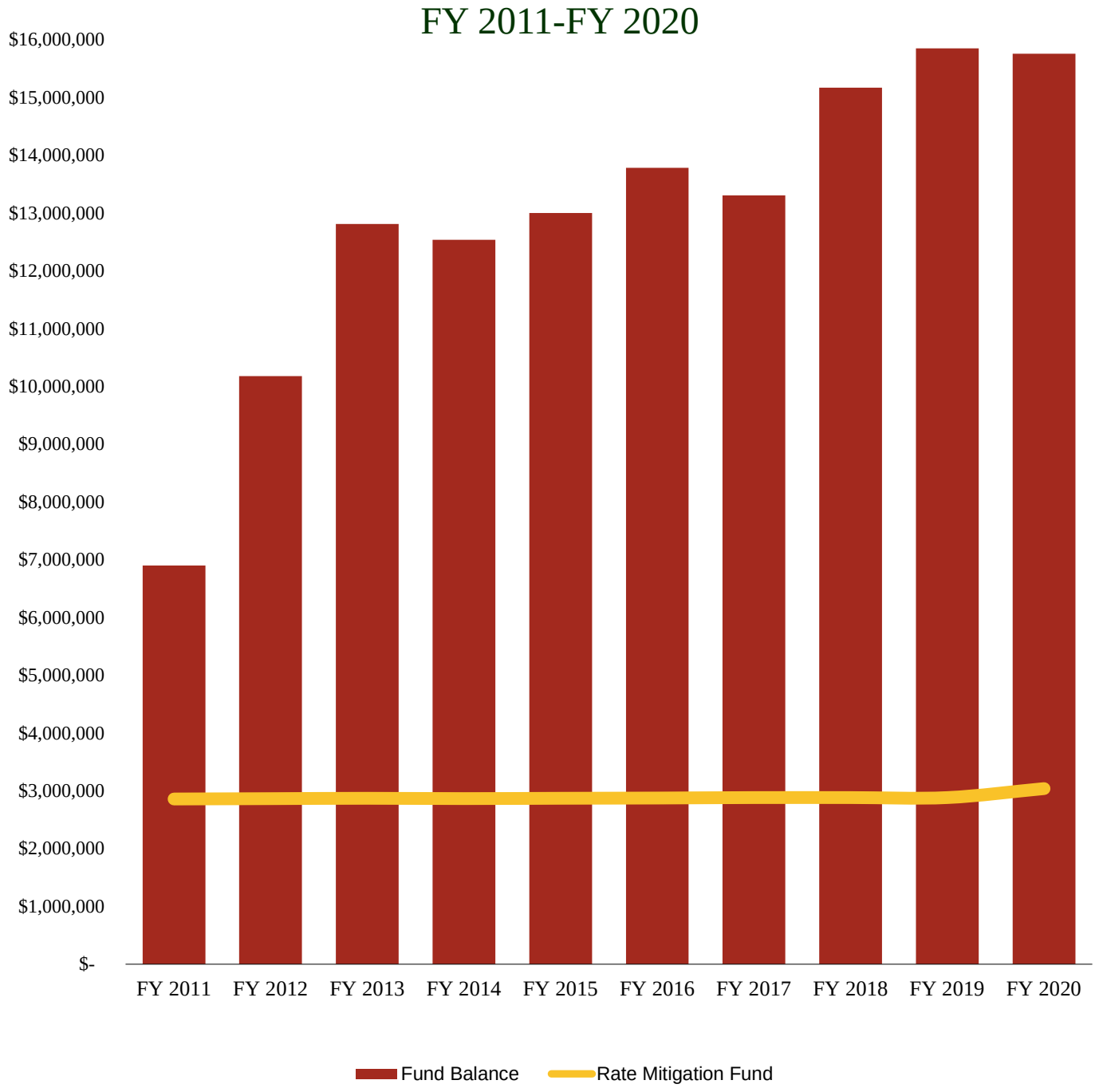
Water – Wastewater Fund
Airport Fund
Drainage Utility Fund

2020

Water-Wastewater Fund

2020

Water-Wastewater Fund Rate Mitigation & Fund Balance



The 2019 data is an estimated amount, and the 2020 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 2020

	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Beginning Fund Balance	$ 18,679,158	$ 21,905,551	$ 19,072,659	$ 24,946,680	$ 23,045,567	$ 25,348,676
Receipts:						
Water Revenue	13,431,433	13,431,388	14,203,147	13,402,800	13,415,576	13,157,545
Wastewater Revenue	8,104,338	8,380,780	8,450,467	8,302,000	8,221,624	8,767,267
Water and Sewer Connections	76,209	79,290	97,035	79,290	130,000	90,000
Penalty Charges	338,791	345,000	291,124	315,000	294,650	295,000
Interest Revenue	165,610	168,000	326,043	293,414	511,867	450,000
Miscellaneous	100,031	157,100	135,993	136,000	187,250	151,000
Sale of assets	44,053	-	13,208	-	-	-
Total Receipts:	22,260,465	22,561,558	23,517,017	22,528,504	22,760,967	22,910,812
Transfers in	-	-	-	-	-	425,000
Total Income	22,260,465	22,561,558	23,517,017	22,528,504	22,760,967	23,335,812
Expenses:						
Water Distribution	927,116	1,051,377	987,456	1,139,960	1,066,593	1,131,141
Water Treatment	2,512,977	2,499,124	2,332,209	2,481,509	2,831,608	2,991,411
Wastewater Collection	925,115	969,196	775,138	923,731	923,864	957,868
Wastewater Treatment	2,317,260	2,223,299	1,975,113	2,215,306	2,249,443	2,453,313
Utility Billing	760,114	950,534	759,160	852,873	790,723	821,119
Non-Departmental	752,842	1,150,610	1,694,729	1,879,094	1,549,040	1,868,166
Interest Expense & Fiscal Charges	2,558,072	2,427,589	2,388,575	2,265,339	2,265,339	2,400,228
2020 Wastewater Treatment Plant Bond Sale	-	-	-	-	-	750,000
Capital Expenditures	2,997,031	614,185	427,904	1,308,146	412,715	1,096,278
Total Expenditures	13,750,527	11,885,914	11,340,284	13,065,958	12,089,325	14,469,525
Other Non-Operating & Transfers Out						
Debt Principal & Contractual Obligations	5,005,000	5,140,000	4,515,000	4,830,000	4,830,000	6,080,000
Transfers Out	3,111,437	3,453,940	3,535,437	3,541,837	3,538,533	3,521,710
Total Non-Operating & Transfers Out	8,116,437	8,593,940	8,050,437	8,371,837	8,368,533	9,601,710
Total Expenditures & Transfers Out	21,866,964	20,479,854	19,390,721	21,437,795	20,457,858	24,071,235
Change in Net Fund Balance	393,501	2,081,704	4,126,296	1,090,709	2,303,109	(735,424)
Fund Balance						
Debt Reserves	4,760,796	5,015,557	5,064,654	5,351,073	5,193,499	5,257,139
Capital Reserve	7,000,000	8,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Contingency Reserve	-	500,000	500,000	500,000	500,000	500,000
Ending Unreserved Fund Balance	$ 7,311,863	$ 10,471,698	$ 7,480,913	$ 10,186,316	$ 9,655,177	$ 8,856,113
90 Days of Operating Expenditure Coverage	$ 3,390,541	$ 2,930,773	$ 2,796,234	$ 3,221,743	$ 2,980,929	$ 3,567,828
Reserves in Detail						
Rate Mitigation Reserve Balance	2,886,192	2,886,192	2,943,266	2,886,192	3,006,000	3,041,000
Senior Lien Debt Reserve	1,314,462	1,535,865	1,538,527	1,569,780	1,602,639	1,622,639
Net TWDB Payment Reserve	560,142	593,500	582,861	895,101	584,860	593,500
Capital Reserve	7,000,000	8,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Contingency Reserve	-	500,000	500,000	500,000	500,000	500,000
Total Reserves	$ 11,760,796	$ 13,515,557	$ 15,564,654	$ 15,851,073	$ 15,693,499	$ 15,757,139

Water-Wastewater Fund
Summary of Receipts & Disbursements
Projected FY 2021 - FY 2025

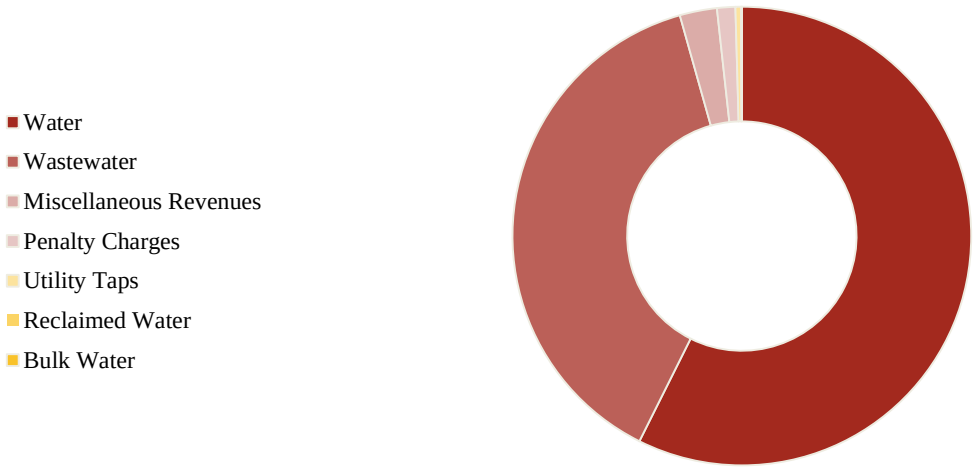
	Projected FY 2021	Projected FY 2022	Projected FY 2023	Projected FY 2024	Projected FY 2025
REVENUES					
Water Revenue	$ 13,421,000	$ 13,757,000	$ 14,101,000	$ 14,489,000	$ 14,887,000
Wastewater Revenue	8,943,000	9,167,000	9,396,000	9,654,000	9,919,000
Utility Taps Income	92,000	94,000	96,000	99,000	102,000
Penalty Charges	301,000	309,000	317,000	326,000	335,000
Interest on Investments	459,000	470,000	482,000	495,000	509,000
Miscellaneous	154,000	158,000	162,000	166,000	171,000
TOTAL REVENUES	$ 23,370,000	$ 23,955,000	$ 24,554,000	$ 25,229,000	$ 25,923,000
EXPENDITURES					
Salaries	3,008,584	3,083,799	3,160,894	3,239,916	3,320,914
Benefits	1,440,207	1,476,212	1,513,117	1,550,945	1,589,719
Supplies	1,745,929	1,789,577	1,834,316	1,880,174	1,927,179
Maintenance - Building	449,770	461,014	472,540	484,353	496,462
Maintenance - Equipment	716,600	734,515	752,878	771,700	790,992
Services	3,117,505	3,195,442	3,275,328	3,357,212	3,441,142
Debt Service Interest & Fiscal Fees	1,766,963	1,520,274	1,290,582	1,049,700	790,568
Capital - Equipment	-	-	-	-	-
TOTAL EXPENDITURES	$ 12,245,557	$ 12,260,833	$ 12,299,655	$ 12,334,000	$ 12,356,976
Other (Sources) Uses of Funds:					
Transfers to Other Funds	3,603,040	3,686,811	3,773,094	3,861,966	3,953,504
W&WW Debt Payments	6,340,000	5,500,000	5,730,000	5,970,000	6,230,000
Transfers from Other Funds	(437,750)	(450,883)	(464,409)	(478,341)	(492,691)
Sale of Assets	-	-	-	-	-
Transfer to Fund 40 & 53	-	-	-	-	-
Total Other Sources and Uses	9,943,040	9,186,811	9,503,094	9,831,966	10,183,504
TOTAL ALL EXPENDITURES & OTHER USES	22,188,598	21,447,644	21,802,749	22,165,966	22,540,479
BEGINNING FUND BALANCE	24,613,253	25,794,655	28,302,011	25,794,655	28,857,689
INCREASE / (DECREASE TO FUND BALANCE	1,181,402	2,507,356	2,751,251	3,063,034	3,382,521
Reserves:					
Rate Mitigation Reserve Balance	3,047,000	3,053,000	3,059,000	3,065,000	3,071,000
Senior Lein Reserve	1,826,891	1,877,961	1,929,031	1,980,101	2,031,171
TWDB Payment Reserve	593,500	593,500	593,500	593,500	593,500
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
PROJECTED UNRESERVED ENDING FUND BALANCE	$ 9,827,264	$ 12,277,550	$ 14,971,731	$ 12,719,088	$ 16,044,539

ASSUMPTIONS

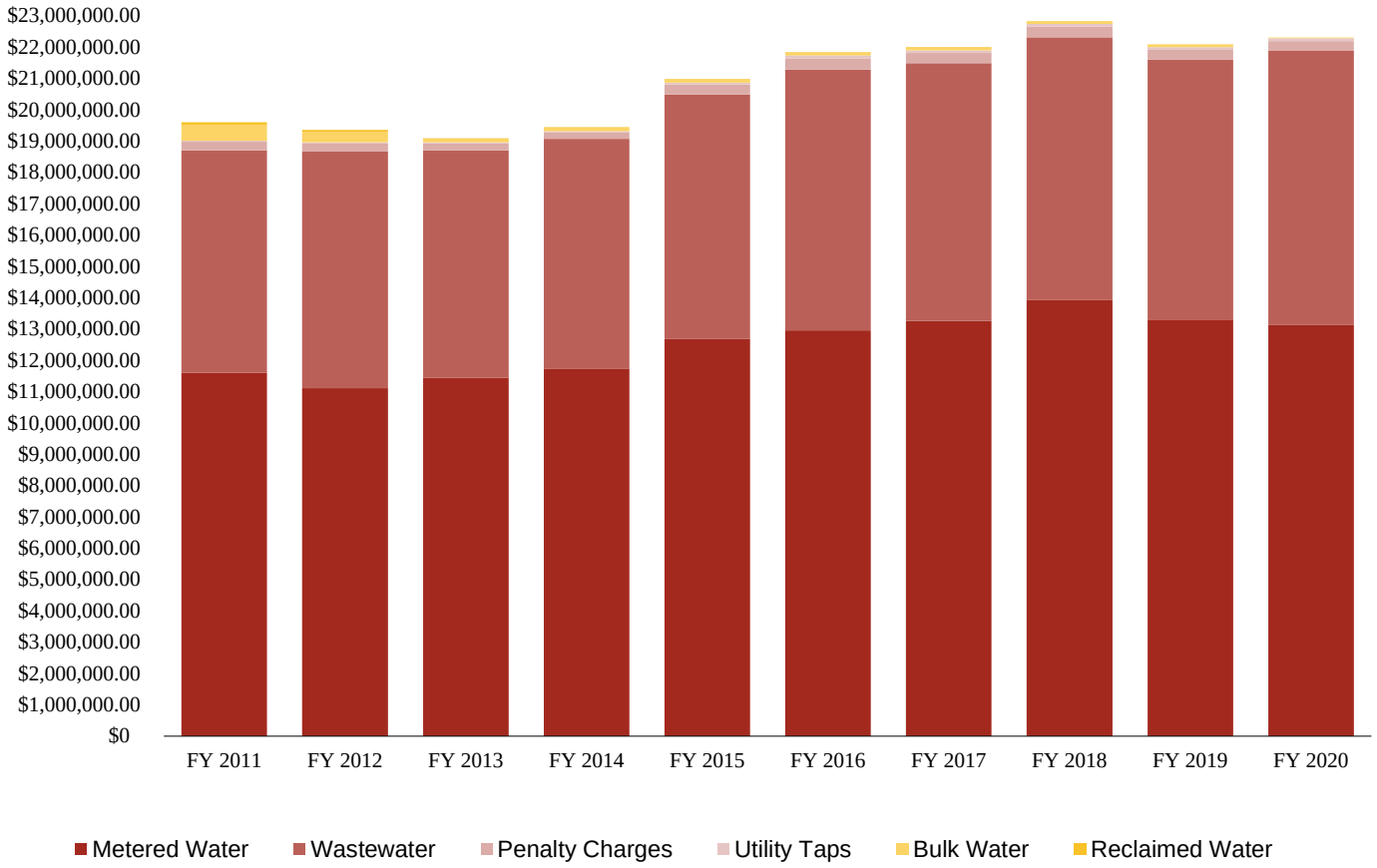
Water/Wastewater Revenues are projected to increase annually between two percent and two and three quarters of a percent.
Operating expenses are projected to increase annually by two and a half percent.
* The Reserve for Capial Projects will likely be used in its entirely for construction costs of the 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 2020
$22,910,812



FY 2011 – FY 2020



The FY 2019 data is an estimated amount, and the FY 2020 data is the budgeted amount.

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

City of Cleburne

Water/Wastewater Fund Revenues

FY 2020 Budget

Revenues

6015-6578	RECLAIMED WATER	$	3,000

Description:

Includes sales of sewer affluent through the treatment plant.

6015-6579	BULK WATER SERVICE	$	10,000

Description:

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

Service Demand Charge - 75% Metered Water Sales or $20.05 per month

0 gallons and over - 75% Metered Water Sales or $5.34 per 1000 gallons

6015-6580	METERED WATER SERVICE	$	13,144,545

Description:

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

Inside City Limits:

Service Demand Charge - $22.87 per month

0 gallons and over - $6.00 per 1000 gallons

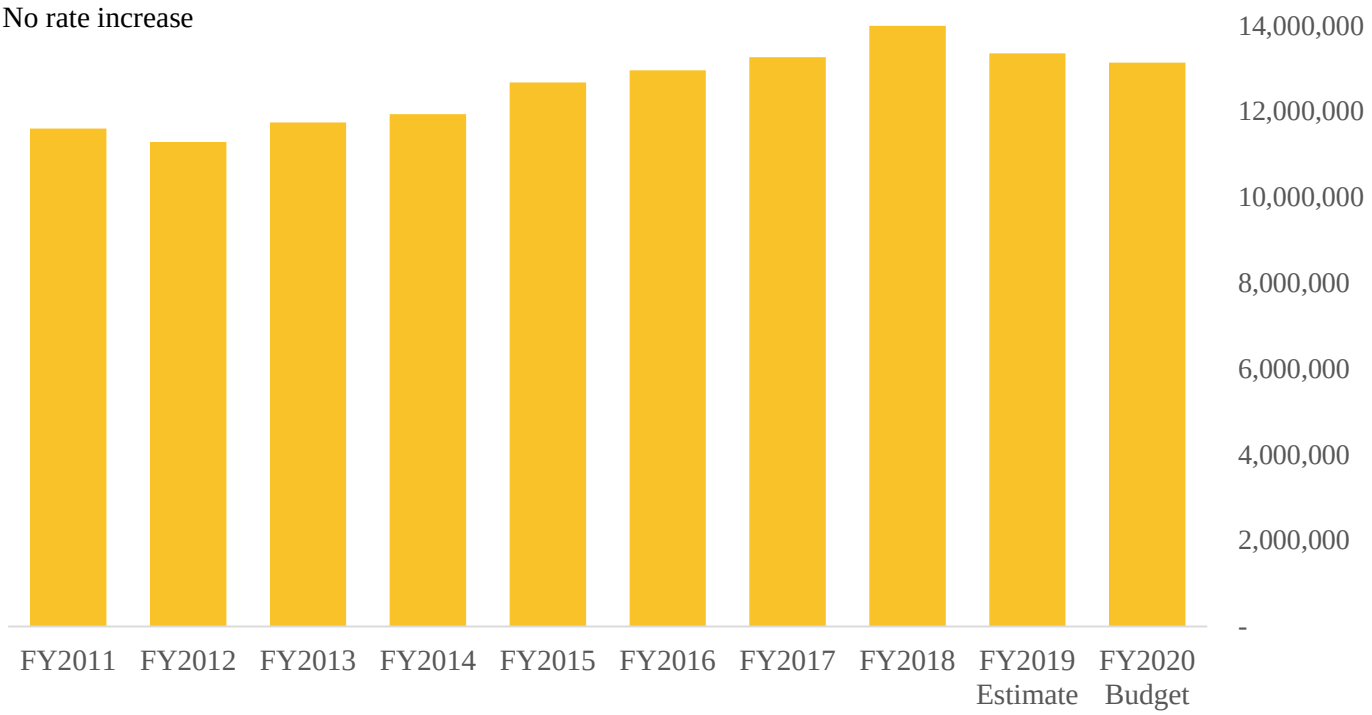
Outside City Limits:

Service Demand Charge - $29.14 per month

0 gallons and over - $7.47 per 1000 gallons

Assumption:

No rate increase



Revenues (Continued)

6015-6581	WASTEWATER SALES	$ 8,767,267

Description:

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

Residential & Commercial Accounts:

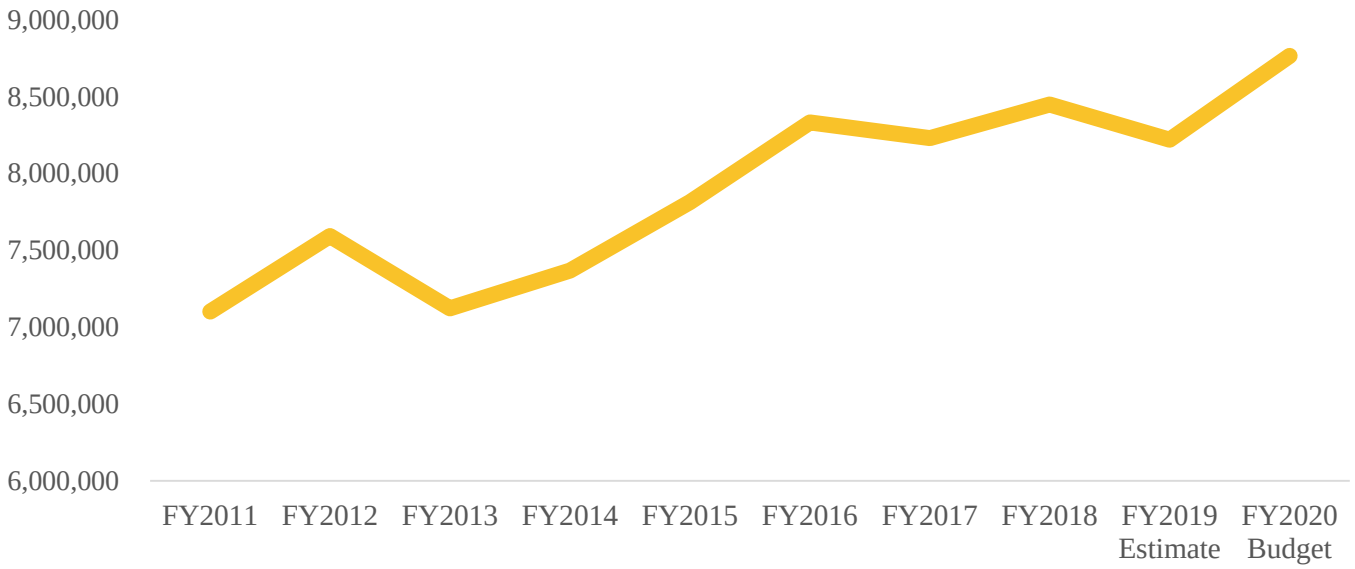
Residential - Service Demand Charge - $14.08 per month
0 to 13,500 gallons - $3.86 per 1000 gallons
Residential Maximum - $66.18 for 13,500 gallons
Commercial - Service Demand Charge - $14.08 per month
Commercial - 0 gallons and over - $3.86 per 1000 gallons

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.



6015-6582	TAPS AND CONNECTIONS	$ 90,000

Description:

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

Water Taps & Connection:

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

Revenues (Continued)

6015-6582	TAPS AND CONNECTIONS (Continued)	$	90,000

Wastewater Taps:

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

Assumption:

This account is expected to remain stable.

6015-6587	PENALTY CHARGE TO CUSTOMER	$	295,000

Description:

Bills are due and payable on the date shown on the bill or a penalty of ten (10) percent of the total bill will be assessed on all bills not paid on or before the due date.
are charged to persons desiring to tap onto City water or wastewater lines as follows:

Assumption:

This account has reflected slight decrease compared to last year.

6015-6598	CREDIT CARD FEE	$	75,000

Description:

Fees collected for processing credit card payments.

Assumption:

This estimate reflects an increase over last year's budget.

6015-6599	MISCELLANEOUS INCOME	$	68,000

Description:

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.

Assumption:

This account has reflected slight decrease compared to last year.
account has reflected slight decrease compared to last year.

6017-6735	INTEREST ON INVESTMENTS	$	450,000

Description:

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

Assumption:

This estimate reflects an increase compared to last year.

6019-XXXX	NON OPERATING	$	8,000

Description:

Non-operating revenues.

Total Water and Wastewater Revenue	$	22,910,812

ENTERPRISE FUND

WATER - WASTEWATER

Revenue By Source

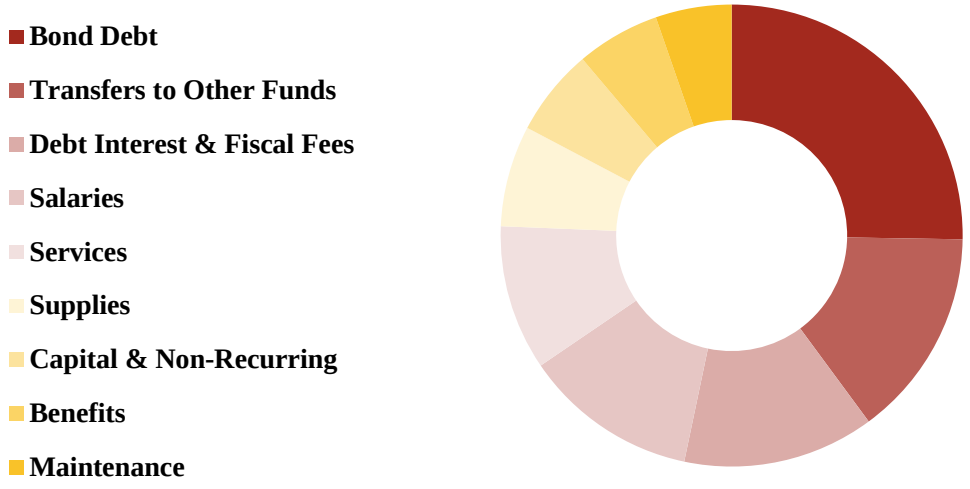
FY 2020

Code No.	Source	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
CHARGES FOR SERVICES							
6015-6578	Reclaimed Water Revenue	$ 7,788	$ 400	$ 12,326	$ 7,800	$ 4,500	$ 3,000
6015-6579	Bulk Water Revenue	125,178	85,000	112,908	85,000	51,000	10,000
6015-6580	Water Metered Sales	13,298,467	13,345,988	14,077,913	13,310,000	13,360,076	13,144,545
6015-6581	Wastewater Sales	8,104,338	8,380,780	8,450,467	8,302,000	8,221,624	8,767,267
6015-6582	Taps and Connections	76,209	79,290	97,035	79,290	130,000	90,000
Total Charges for Services		21,611,980	21,891,458	22,750,649	21,784,090	21,767,200	22,014,812
CHARGES - OTHER							
6015-6587	Penalty Charge to Customer	338,791	345,000	291,124	315,000	294,650	295,000
6015-6598	Credit Card Fee	-	-	61,971	60,000	75,000	75,000
6015-6599	Miscellaneous Income	75,533	146,000	62,134	68,000	58,000	68,000
Total Charges - Other		414,324	491,000	415,229	443,000	427,650	438,000
INTEREST							
6017-6735	Interest on Investments	165,610	168,000	326,043	293,414	511,867	450,000
Total Interest		165,610	168,000	326,043	293,414	511,867	450,000
NON-OPERATING							
6019-XXXX	Non-Operating	24,498	11,100	11,888	8,000	54,250	8,000
6026-XXXX	Sale of Assets	44,053	-	13,208	-	-	-
Total Non-Operating		68,551	11,100	25,096	8,000	54,250	8,000
GRAND TOTALS		$ 22,260,465	$ 22,561,558	$ 23,517,017	$ 22,528,504	$ 22,760,967	$ 22,910,812

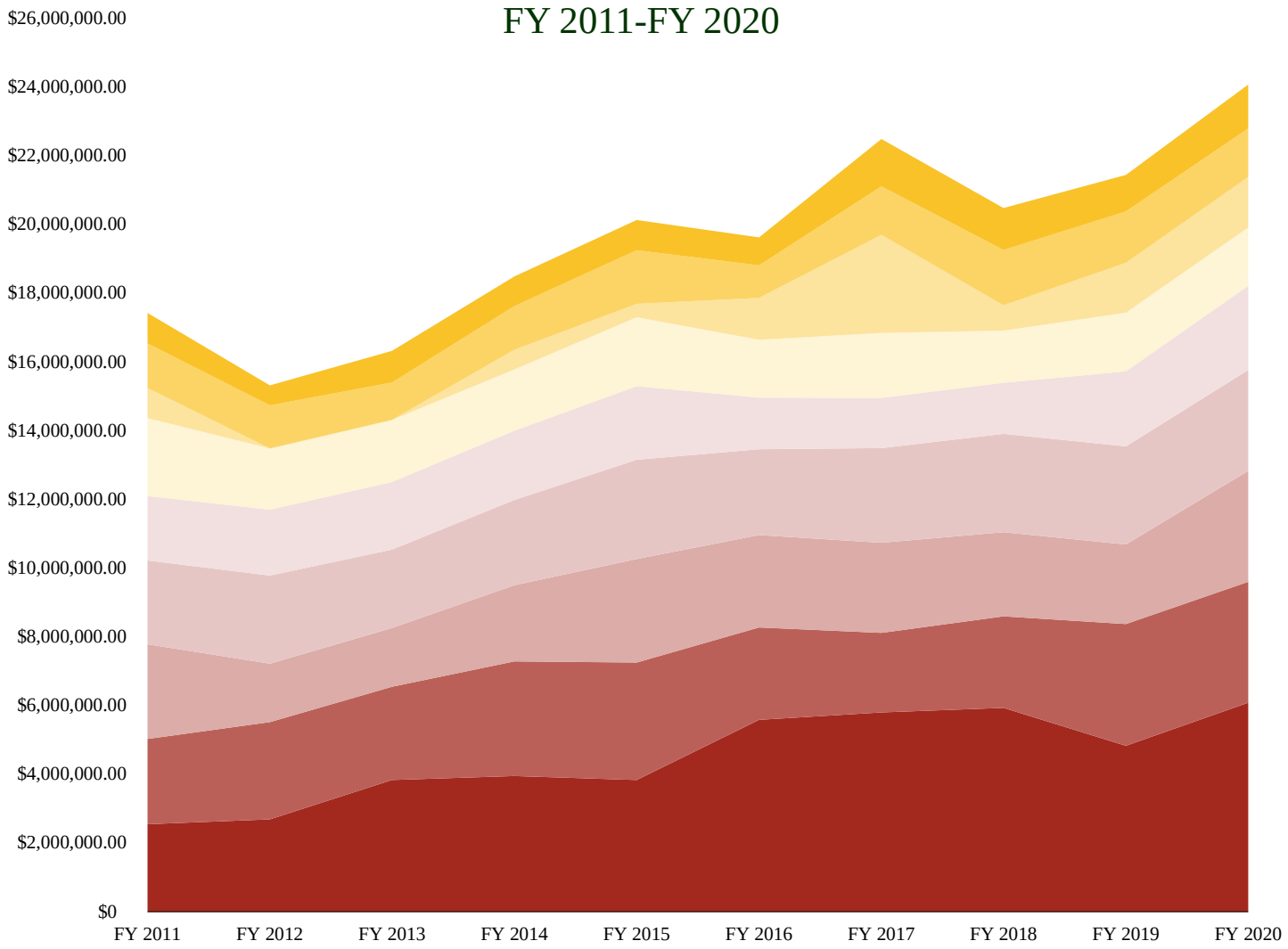
Water-Wastewater Fund Expenditures

FY 2020

$22,528,504



FY 2011-FY 2020



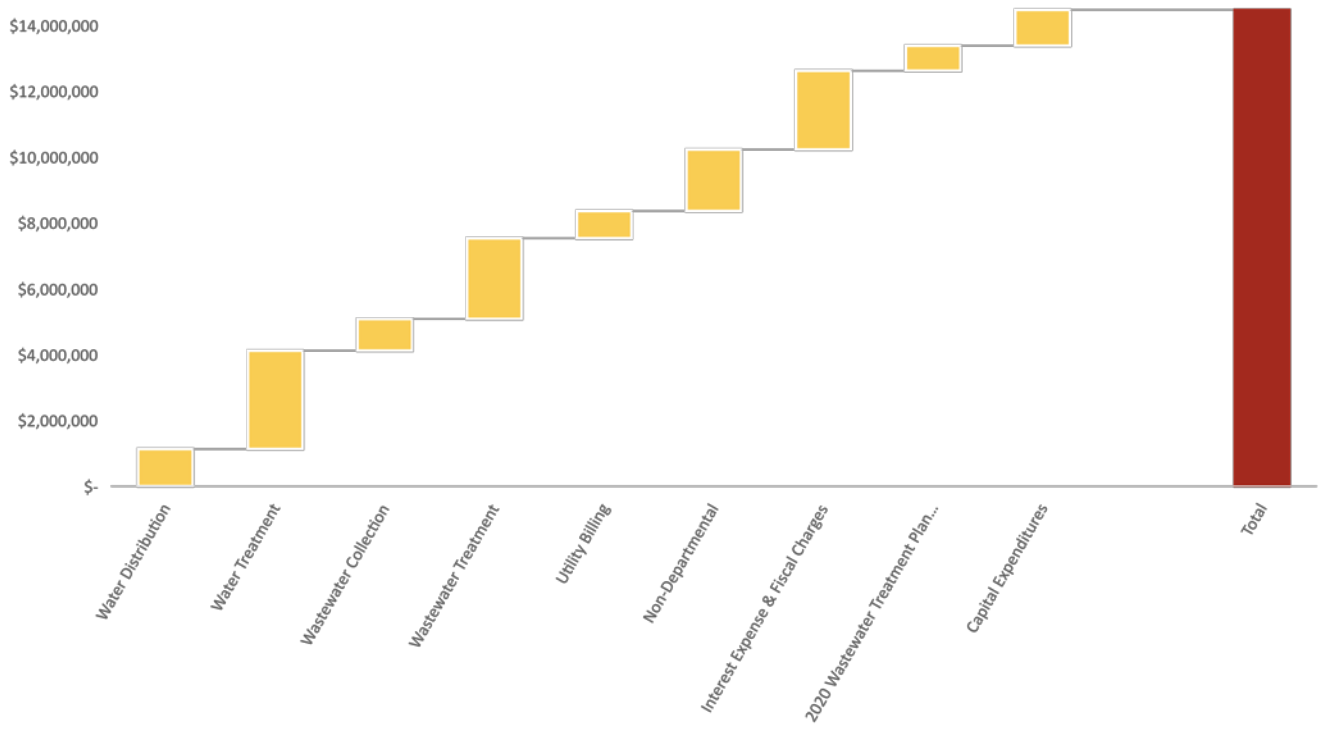
The 2019 data is estimated, and the 2020 data is the budgeted amount. See Water – Wastewater Summary of Receipts & Disbursements for related data.

Water - Wastewater Fund Expenditures

Expenses By Department

FY 2020

		ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
6039	Water Distribution	927116	$ 1,051,377	$ 987,456	$ 1,139,960	$ 1,066,593	$ 1,131,141
6081	Water Treatment	2512977	2,499,124	2,332,209	2,481,509	2,831,608	2,991,411
6083	Wastewater Collection	925115	969,196	775,138	923,731	923,864	957,868
6084	Wastewater Treatment	2317260	2,223,299	1,975,113	2,215,306	2,249,443	2,453,313
6096	Utility Billing	760114	950,534	759,160	852,873	790,723	821,119
6097	Non-Departmental	752842	1,150,610	1,694,729	1,879,094	1,549,040	1,868,166
	Interest Expense & Fiscal Charges	2558072	2,427,589	2,388,575	2,265,339	2,265,339	2,400,228
	2020 Wastewater Treatment Plant Bond Sale	0	-	-	-	-	750,000
	Capital Expenditures	2997031	614,185	427,904	1,308,146	412,715	1,096,278
	Total	$ 13,750,527	$ 11,885,914	$ 11,340,284	$ 13,065,958	$ 12,089,325	$ 14,469,525



NON-DEPARTMENTAL

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	2018	2019	2020
CITY MANAGER	N/A	1	1	1
DEPUTY CITY MANAGER	N/A	1	1	1
SENIOR ASSISTANT TO THE CITY MANAGER	N/A	1	1	1
PUBLIC WORKS DIRECTOR	N/A	1	1	1
DIRECTOR OF ENGINEERING	N/A	-	1	1
TOTAL		2	3	3
PART TIME		-	-	-

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	341,390	370,671	238,922	323,139	-	323,139
BENEFITS	118,870	147,670	79,643	129,401	-	129,401
SUPPLIES AND MATERIALS	-	-	-	-	-	-
M&R - LAND, STRUCTURES AND STREETS	-	-	-	-	-	-
M&R - EQUIPMENT AND VEHICLES	11,139	6,420	6,408	1,420	-	1,420
CONTRACTURAL AND MISC SERVICES	1,178,746	1,183,823	1,171,323	1,222,873	-	1,222,873
MISC & SUNDRY EXPENSES	2,433,042	2,315,839	60,493	2,320,922	-	2,320,922
DEBT PRINCIPAL	4,515,000	4,830,000	4,830,000	6,080,000	-	6,080,000
L/T CONTRACTS	625,000	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	385,134	115,000	-	115,000	-	115,000
60-39	**9,608,321**	**8,969,423**	**6,386,789**	**10,192,755**	**-**	**10,192,755**

UTILITY BILLING

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Complete the installation of the remaining 7,000 meters from 3G to 4G throughout the City	99%	Goal FY 20
Update INCODE with the added 4G meters for the complete conversion to the Harmony metering software	99%	Completed
Purchase and installed large commercial meter, including Fire Hydrant meter in an effort to decrease the City's water loss.	50%	Goal FY 20
Outsource bill printing to a third party vendor.	75%	Goal FY 20

OTHER ACCOMPLISHMENTS FY 2019

- Completed the setup in INCODE two new Subdivision for over 200 new homes.
- Completed the interface end of the setup process for extracting data to a third party vendor for printing.
- Promoting the E-Bills is a success, many of our customers is extremely excited with receiving their water bills electronically.
- Continue to promote ACH payments credit payment to allow customers a convenient way to submit payments.

UTILITY BILLING

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Planning & Growth Management	Research and resolve the issues with the meter software Harmony/Masterlinx.	50% OF PROCESS	Completed
Planning & Growth Management	Reaching out to other cities for information for other types of meters.	10% OF PROCESS	25%

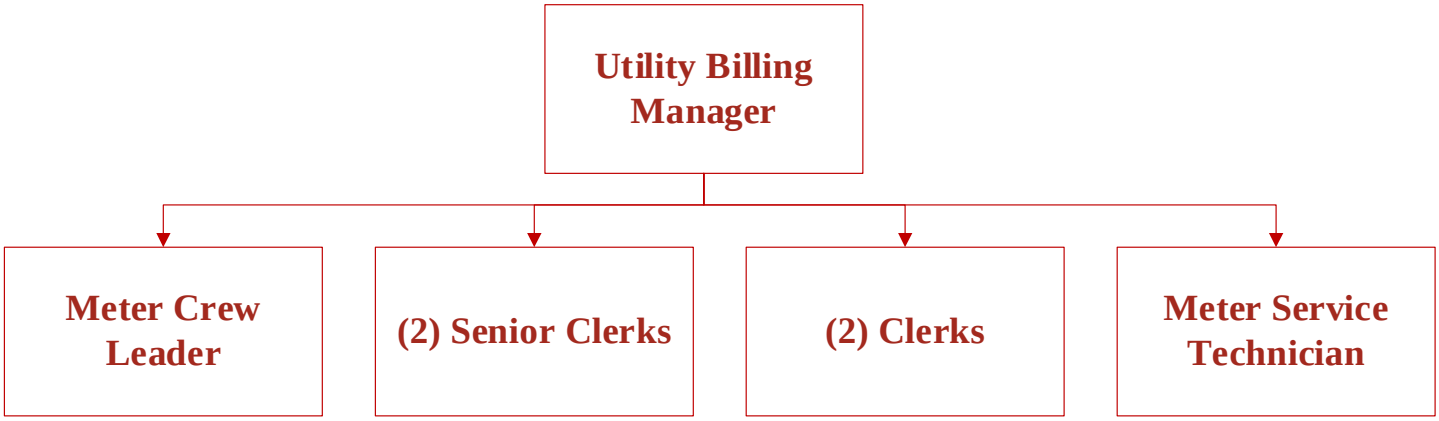
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Percent of re-reads	5%	5%	3%
Number of bank drafts	1,604	1,625	1,650
Percent of internet payments	25%	25%	35%
Number of active accounts	11,197	11,500	11,700

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
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
TOTAL		7	7	7
PART TIME		-	-	-

UTILITY BILLING



LINE ITEM DETAIL

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES		337,239	332,920	349,071	-	349,071
BENEFITS		177,457	168,992	156,475	-	156,475
SUPPLIES AND MATERIALS	14,718	21,260	16,400	18,050	-	18,050
M&R - LAND, STRUCTURES AND STREETS	-	2,000	1,500	1,500	8,160	9,660
M&R - EQUIPMENT AND VEHICLES	40,275	89,002	84,286	77,252	-	77,252
CONTRACTURAL AND MISC SERVICES	199,034	223,352	103,618	218,771	22,476	241,247
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
60-81	**254,027**	**850,310**	**707,716**	**821,119**	**30,636**	**851,755**

WATER DISTRIBUTION

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Continue to lower water loss. Continue to monitor, maintain, and repair distribution lines.	Continual	N/A

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Public Infrastructure Enhancement	Replace outdated lines which require constant repair	Cost of Project Completed	$500,000

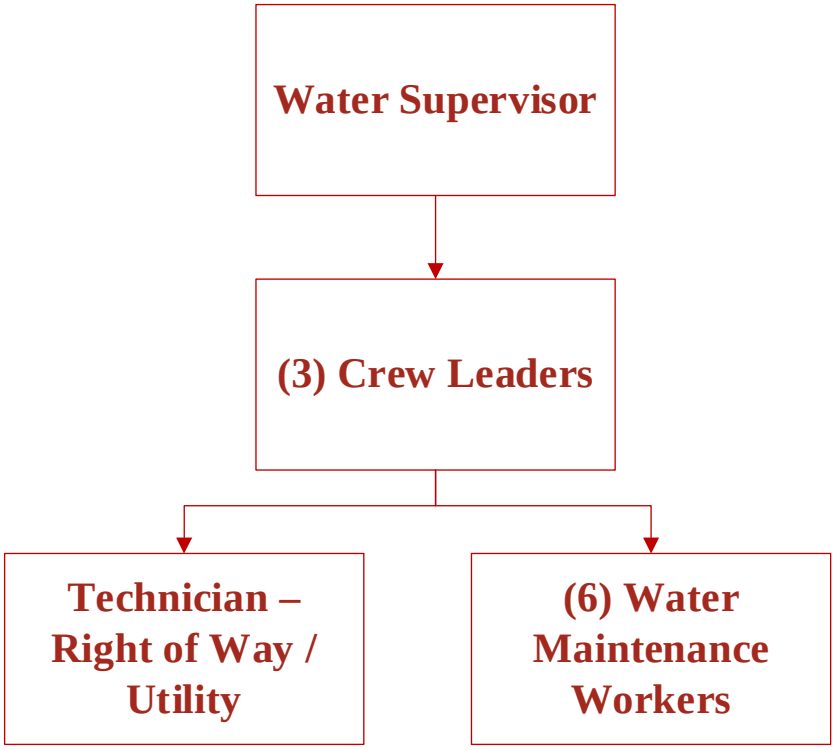
PERFORMANCE MEASURES

Measures	Actual 2019	Estimate 2020
Percentage of potable water metered/billed versus produced for month	84%	85%
Number of water main breaks repaired	123	100
Average daily water production (MGD)	4.67	4.5

WATER DISTRIBUTION

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
SUPERVISOR	20	1	1	1
CREW LEADER	15	3	3	3
RIGHT OF WAY TECHNICIAN	12	1	1	1
WATER MAINT WORKER	11	6	6	6
TOTAL		11	11	11
PART TIME		-	-	0



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	445,476	475,003	445,476	490,612	-	490,612
BENEFITS	229,098	278,695	229,098	259,312	-	259,312
SUPPLIES AND MATERIALS	50,291	57,875	59,625	54,875	-	54,875
M&R - LAND, STRUCTURES AND STREETS	214,932	150,000	150,000	175,000	-	175,000
M&R - EQUIPMENT AND VEHICLES	17,101	119,100	120,523	119,700	24,172	143,872
CONTRACTURAL AND MISC SERVICES	17,288	21,995	35,357	31,642	-	31,642
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	24,975	481,625	481,625	-	777,998	777,998
CAPITAL OUTLAY - EQUIPMENT	-	71,286	11,514	-	101,816	101,816
60-83	**999,161**	**1,655,579**	**1,533,218**	**1,131,141**	**903,986**	**2,035,127**

WATER TREATMENT

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Replace slide gates at Rapid Mix	Incomplete	Goal FY 2020
Clean out ponds	Complete	Summer 2019

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Public Infrastructure Enhancement	General improvements at the plan	% Of Progress	100 %

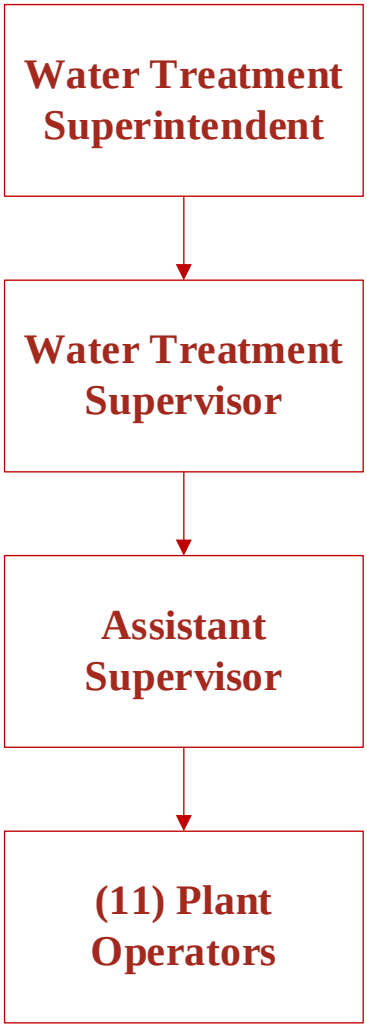
PERFORMANCE MEASURES

Measures	Actual 2019	Target 2020
Average daily production (MGD)	5.83	5.5
Total gallons produced from plant (MG)	2,821	2,800

WATER TREATMENT

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
UTILITIES SUPERINTENDENT	28	1	1	1
WATER PLANT SUPERVISOR	23	1	1	1
WATER PLANT ASSISTANT SUPERVISOR	17	-	-	-
WATER PLANT OPERATOR - CERTIFIED	15	7	9	9
WATER PLANT OPERATOR - CERTIFIED	12	-	-	-
WATER PLANT OPERATOR - NON-CERTIFIED	11	4	2	2
TOTAL		13	13	13
PART TIME		-	-	-



WATER TREATMENT

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	601,090	619,213	551,760	602,284		602,284
BENEFITS	257,042	315,943	270,814	291,105		291,105
SUPPLIES AND MATERIALS	936,545	992,410	990,410	990,410	-	990,410
M&R - LAND, STRUCTURES AND STREETS	27,752	24,500	19,500	24,500	12,175	36,675
M&R - EQUIPMENT AND VEHICLES	266,509	238,950	282,043	257,000	26,656	283,656
CONTRACTURAL AND MISC SERVICES	255,737	290,493	388,981	394,113	-	394,113
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	701,000	322,000	432,000	-	432,000
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
60-84	**2,344,675**	**3,182,509**	**2,825,508**	**2,991,411**	**38,831**	**3,030,242**

WASTEWATER COLLECTION

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Commit to in house repairs of sanitary sewer manholes to reduce the cost of outsourcing projects.	Incomplete	Ongoing

CURRENT BUDGET YEAR (FY 2019) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Public Infrastructure Enhancements	Commit to in-house repairs of sanitary manholes to reduce cost of outsourcing projects	% Complete	100 %

WASTEWATER COLLECTION

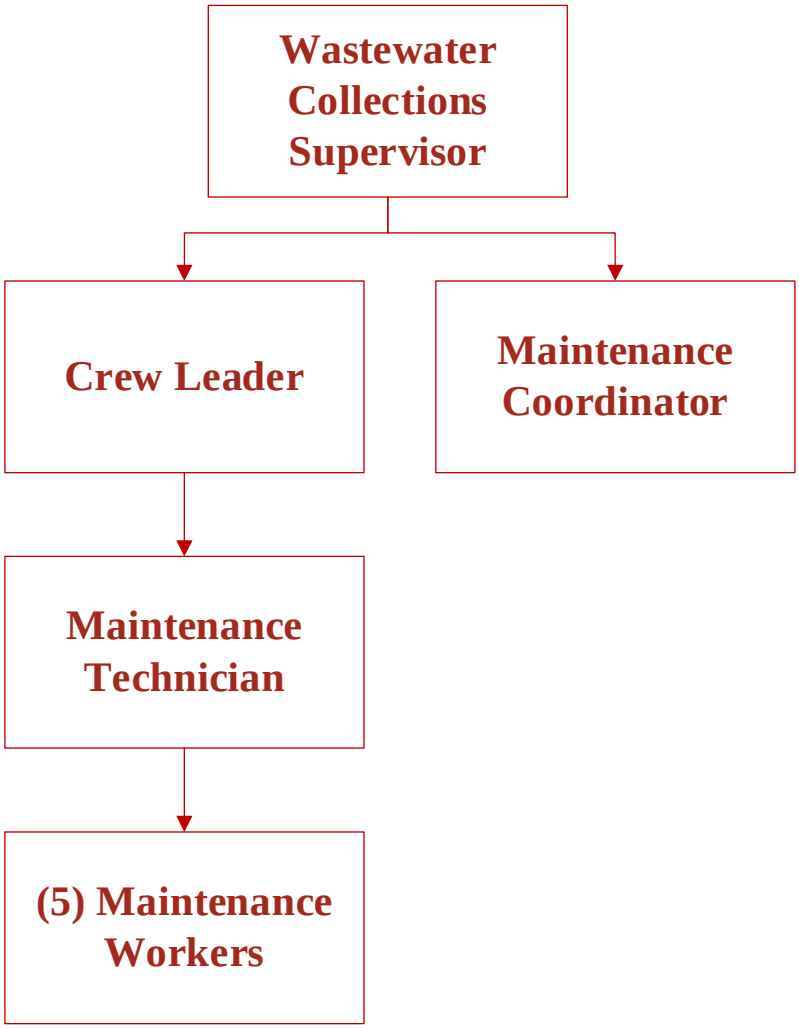
PERFORMANCE MEASURES

Measures	Actual 2019	Target 2020
Number of reportable wastewater overflows per 100 miles of wastewater collections system	8.6	5
Total wastewater conveyed in the system	2,668.63	2750

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
SUPERVISOR	20	1	1	1
PROJECT COORDINATOR	20	-	-	0
MAINTENANCE COORDINATOR	15	1	1	1
MAINTENANCE TECH	15	1	1	1
CREW LEADER	15	1	1	1
MAINTENANCE WORKER	11	5	5	5
TOTAL		9	9	9
PART TIME		-	-	-

WASTEWATER COLLECTION



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	358,160	387,823	358,160	375,349		375,349
BENEFITS	187,793	204,107	187,793	185,762		185,762
SUPPLIES AND MATERIALS	89,323	62,300	66,457	64,550	-	64,550
M&R - LAND, STRUCTURES AND STREETS	148,027	175,300	190,300	215,300	-	215,300
M&R - EQUIPMENT AND VEHICLES	42,192	48,050	48,429	47,500	24,558	72,058
CONTRACTURAL AND MISC SERVICES	44,129	46,151	60,585	69,407	-	69,407
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	6,546	48,000	46,500	-	-	-
60-96	**876,170**	**971,731**	**958,224**	**957,868**	**24,558**	**982,426**

WASTEWATER TREATMENT

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
WWTP Expansion Final Design	In Progress	Summer 2020
WWTP Permit Renewal	In Progress	Summer 2018

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2019
Public Infrastructure Enhancements and Growth Management	Wastewater Treatment Plant Expansion	% Of Progress	100%

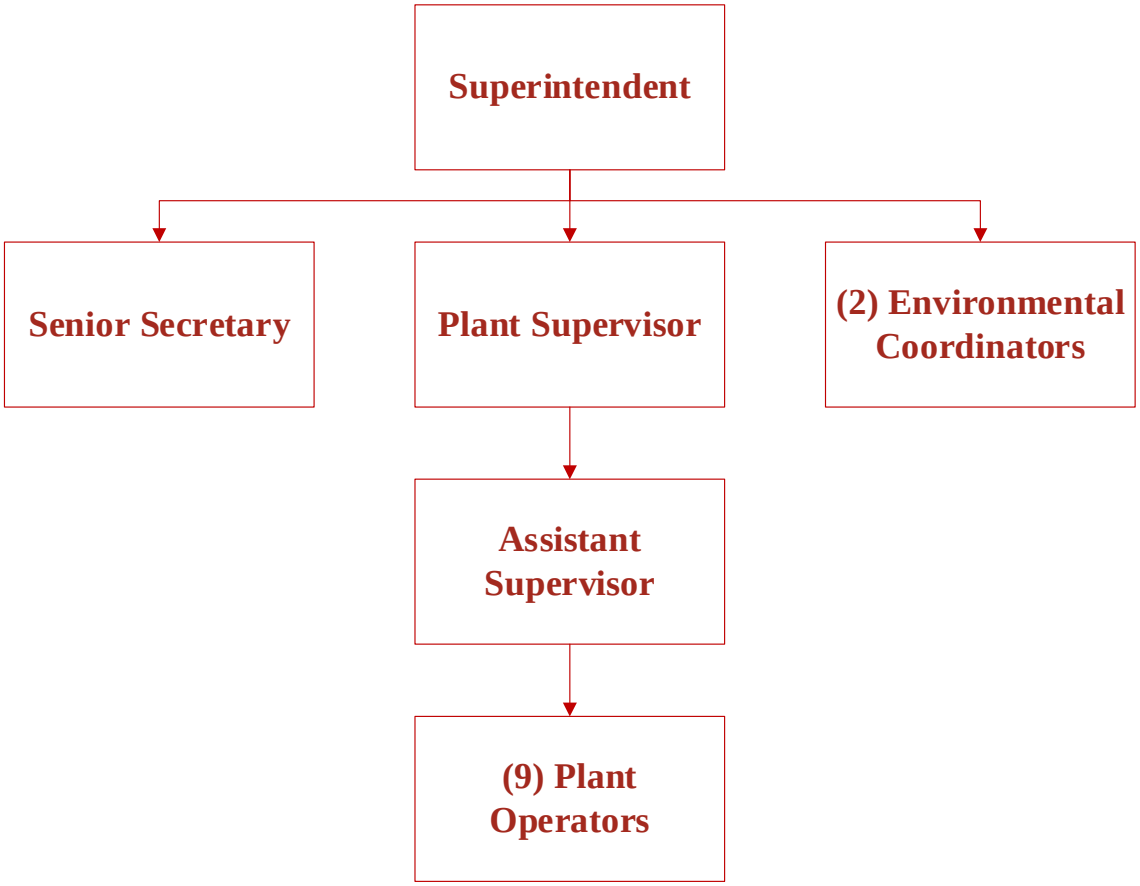
PERFORMANCE MEASURES

Measures	Actual 2017	Actual 2019	Estimate 2020
Average daily Influent (MGD)	5.327	5.83	6.0
Total gallons treated (MG)	1,944	2,229	2,150

WASTEWATER TREATMENT

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
WATER/WASTEWATER SUPERINTENDENT	28	1	1	1
ENVIRONMENTAL COORDINATOR	26	2	1	1
PLANT SUPERVISOR	23	1	1	1
ENVIRONMENTAL SPECIALIST	19	-	1	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	-	-	-
PLANT OPERATOR - NON-CERTIFIED	11	3	3	3
TOTAL		15	15	15
PART TIME		-	-	-



WASTEWATER TREATMENT

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	769,308	665,431	556,725	794,749	-	794,749
BENEFITS	317,608	346,612	294,874	385,353	-	385,353
SUPPLIES AND MATERIALS	437,186	576,810	555,710	575,460	-	575,460
M&R - LAND, STRUCTURES AND STREETS	14,757	16,000	14,000	16,000	24,110	40,110
M&R - EQUIPMENT AND VEHICLES	117,852	195,392	165,277	196,250	29,904	226,154
CONTRACTURAL AND MISC SERVICES	344,482	415,060	418,673	485,501	-	-
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	-	-	-	-	-	-
CAPITAL OUTLAY - EQUIPMENT	-	32,500	31,415	-	13,190	13,190
60-97	**2,001,193**	**2,247,805**	**2,036,674**	**2,453,313**	**67,204**	**2,035,016**

Airport Fund

2020

ENTERPRISE FUND

MUNICIPAL AIRPORT: Fund 61

Summary of Receipts & Disbursements

FY 2020

	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Beginning Fund Balance	$ 172,299	$ 121,886	$ 62,444	$ -	$ (74,971)	$ 0
Receipts:						
Airport Rent	188,499	194,620	222,647	194,620	194,620	194,620
Mineral Lease & Royalty Revenue	28,094	30,000	50,743	30,000	20,000	20,000
Fuel Sales	802,101	822,188	680,334	802,000	656,630	717,925
Merchandise Sales	1,809	2,000	2,645	2,000	1,500	2,000
Miscellaneous Non-Operating Income	1,832	-	1,247	-	1,000	1,000
Interest on Investments	1,417	1,000	240	240	30	-
Total Receipts	1023752	1,049,808	957,856	1,028,860	873,780	935,545
Transfers In:						
Transfer In General Fund	-	-	-	54,904	242,375	314,384
Interfund Loan from Water & Sewer Fund	-	493,000	493,000	-	-	-
Contributions	104	-	2,084	-	1,523	1,500
Grants	33,324	200,000	20,738	50,000	41,616	50,000
Total Transfers In	33428	693,000	515,822	104,904	285,514	365,884
Expenses:						
Salaries	160,145	166,682	160,802	178,358	178,358	182,531
Benefits	89,579	102,987	87,145	87,287	85,699	86,391
Supplies	35,567	27,152	30,427	27,204	27,500	30,267
Maintenance - Building	44,880	55,533	43,061	35,783	36,338	89,388
Maintenance - Equipment	7,862	11,842	22,685	15,885	16,435	56,075
Services	79,333	81,013	80,524	84,357	82,737	105,879
Miscellaneous Services	578,407	560,769	526,692	548,512	505,100	552,250
Capital Land, Structures & Equipment	4,580	651,600	500,965	32,700	28,478	63,000
Total Expenses:	1000353	1,657,578	1,452,301	1,010,086	960,645	1,165,781
Other Uses of Funds:						
Transfer to General Fund - 01	166,682	142,931	158,792	123,678	123,678	135,648
Interfund Loan Repayment	-	-	-	-	-	-
Total Other Uses of Funds	166,682	142,931	158,792	123,678	123,678	135,648
Total Expenses and Transfers	1,167,035	1,800,509	1,611,093	1,133,764	1,084,323	1,301,429
Change in Net Position	-109855	(57,701)	(137,415)	0	74,971	0
Ending Fund Balance	$ 62,444	$ 64,185	$ (74,971)	$ 0	$ 0	$ 0

AIRPORT

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Install Security Cameras	Completed	8/7/2019
Begin segmented repairs on Hgr 99 roof section 1	Completed	7/15/2019
Crack Seal Pavements	Scheduled	Ongoing
Repair runway and taxiway pavements	Scheduled	Ongoing

OTHER ACCOMPLISHMENTS FY 2019

- Held 90th Anniversary Fly In, great support from the community
- Repaired two failures in the pavement, awaiting grant funds for improvements

AIRPORT

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Economic Development Incentives	Lease land for hangar development	In Progress	Have rough draft ready for review
Planning & Growth Management	Attract new businesses to the airport	In Progress	Complete master plan update
Aesthetic Enhancements	Paint and update older hangars	Seal Coat & Paint hangers 100 & 102	Complete hangars
Update Rules & Regulations	Bring the airport current with updated rules and regulations	Begin Update	Have draft ready for review

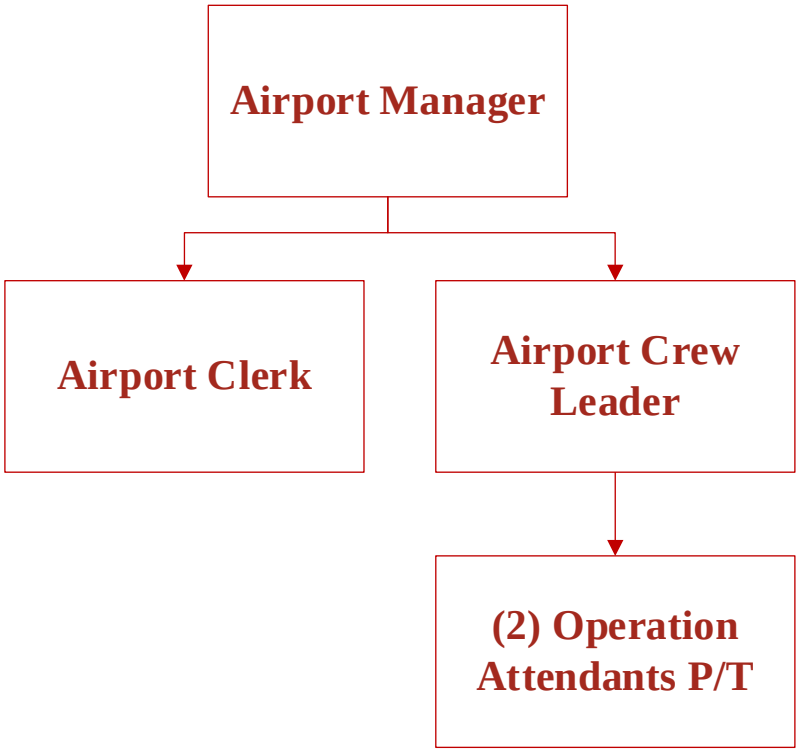
PERFORMANCE MEASURES

Measures	Actual 2018	Estimate 2019	Target 2020
Total Gallons of Fuel Sold	180,899	145,107	200,000

PERSONNEL SCHEDULE

FULL TIME	PAY GRADE	2018	2019	2020
AIRPORT MANAGER	26	1	1	1
AIRPORT CREWLEADER	15	1	1	1
AIRPORT CLERK	11	1	1	1
TOTAL		3	3	3
PART TIME		2	2	2

AIRPORT



LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	164,018	178,358	178,358	182,531		182,531
BENEFITS	89,651	87,287	87,287	86,391		86,391
SUPPLIES AND MATERIALS	30,425	27,204	27,500	30,267	-	30,267
M&R - LAND, STRUCTURES AND STREETS	43,061	35,783	36,338	40,716	38,200	78,916
M&R - EQUIPMENT AND VEHICLES	22,685	15,885	16,435	15,425	51,125	66,550
CONTRACTURAL AND MISC SERVICES	80,523	84,357	82,737	85,879	20,000	105,879
MISC & SUNDRY EXPENSES	526,692	548,512	505,100	552,250	-	552,250
CAPITAL OUTLAY - LAND AND STRUCTURES	493,000	19,100	17,832	-	-	-
CAPITAL OUTLAY - EQUIPMENT	7,965	13,600	10,646	-	63,000	63,000
61-54	**1,458,020**	**1,010,086**	**962,233**	**993,459**	**172,325**	**1,165,784**

Drainage Utility Fund

2020

ENTERPRISE FUND

UTILITY DRAINAGE: Fund 63

Summary of Receipts & Disbursements

FY 2020

	ACTUAL FY 2017	BUDGET FY 2018	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
Beginning Fund Balance	$ 1,008,707	$ 981,649	$ 981,649	$ 955,697	$ 1,274,460	$ 1,527,013
Receipts:						
Drainage Utility Revenue	578,186	571,000	602,514	583,000	605,400	606,600
Penalty Charges	9,209	9,300	8,612	9,300	8,520	8,520
Non-Operating Revenues	-	-	-	-	-	-
Interest on Investments	10,314	5,000	18,442	18,000	33,945	25,000
Total Receipts:	597,709	585,300	629,568	610,300	647,865	640,120
Expenses:						
Salaries	-	-	-	-	-	40,000
Benefits	-	-	-	-	-	-
Supplies	7,046	15,150	12,985	15,800	15,800	15,800
Maintenance - Storm Sewer Systems	53,283	150,000	14,711	150,000	150,000	200,000
Maintenance - Equipment	10,372	9,000	8,877	9,000	9,000	22,425
Services	60,508	121,400	39,958	120,630	118,533	250,961
Eastside Drainage Study	-	-	-	-	20,000	133,000
Boone/Chase Drainage Improvements	-	-	-	-	-	150,000
Nottingway Drainage Structure Repair	-	-	-	-	-	95,000
Capital Land, Structures & Equipment	430,036	473,513	182,388	-	6,720	-
Total Expenses:	561,245	769,063	258,919	295,430	320,053	907,186
Other Uses of Funds:						
Transfer to Debt Service (Gradeall Lease)	-	-	-	-	-	30,000
Transfer to General Fund	63,522	73,360	77,838	75,269	75,259	82,514
Total Transfers	63,522	73,360	77,838	75,269	75,259	112,514
Total Expenses and Transfers	624,767	842,423	336,757	370,699	395,312	1,019,700
Change in Net Position	(27,058)	(257,123)	292,811	239,601	252,553	(379,580)
Ending Fund Balance	$ 981,649	$ 724,526	$ 1,274,460	$ 1,195,298	$ 1,527,013	$ 1,147,433

DRAINAGE UTILITY

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 2019) OBJECTIVES

OBJECTIVE	STATUS	ACCOMPLISHED
Drainage channel maintenance schedule improvement.	On-going	On-going
Drainage channel maintenance schedule improvement	On-going	On-going
Repair Drainage issues as they arise	On-going	On-going

CURRENT BUDGET YEAR (FY 2020) DEPARTMENT OBJECTIVES

STRATEGIC PLAN MAP	OBJECTIVE	MEASUREMENT	TARGET FY 2020
Various	Drainage channel maintenance schedule improvement		2 miles
Various	Repair Drainage issues as they arise		Within reasonable time allowed

DRAINAGE UTILITY

PERFORMANCE MEASURES

Measures	Measurement	Target FY 2020
Linear footage of underground storm sewer	Currently Undeterminable	Currently Undeterminable

LINE ITEM SUMMARY

CATEGORIES	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BASE BUDGET FY 2020	SUPPLEMENTAL BUDGET FY 2020	DEPARTMENT BUDGET FY 2020
SALARIES AND WAGES	-	-	-	40,000		40,000
BENEFITS	-	-	-	-		-
SUPPLIES AND MATERIALS	12,985	15,800	15,800	15,800	-	15,800
M&R - LAND, STRUCTURES AND STREETS	14,711	-	150,000	200,000	-	200,000
M&R - EQUIPMENT AND VEHICLES	8,877	-	9,000	9,000	13,425	22,425
CONTRACTURAL AND MISC SERVICES	39,958	120,630	118,533	250,961	-	250,961
MISC & SUNDRY EXPENSES	-	-	-	-	-	-
CAPITAL OUTLAY - LAND AND STRUCTURES	182,388	-	6,720	-	378,000	378,000
CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-	-
63-98	**258,919**	**136,430**	**300,053**	**515,761**	**391,425**	**907,186**

Revenue Debt Service Funds

2020

REVENUE DEBT SERVICE

Statement of Bond Indebtedness

FY 2020

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired In Previous Years	Debt Balance 10-01-2019
Waterworks and Sewer System Revenue Bonds, Series 2009A Engineering development for the water inlet to Lake Pat Cleburne from the new water treatment plant.	20	1,180,000	455,000	725,000
2009B Engineering development for additional water treatment plant located at Lake Whiteney.	20	4,750,000	1,795,000	2,955,000
Waterworks and Sewer System Revenue Bonds, Series 2010 Construction for expansion of the Cleburne Water Treatment Plant.	20	14,500,000	5,845,000	8,655,000
Waterworks and Sewer System Revenue Refunding Bonds, Series 2010 Proceeds used to refund the City's outstanding Waterworks and Sewer System Revenue Bonds, Series 2001 and pay the costs associated with the issuance of the bonds.	15	4,860,000	2,540,000	2,320,000
Waterworks & Sewer Revenue Bonds, Series 2013 Land Acquisition for the Lake Whitney Supply Line Project.	20	2,380,000	600,000	1,780,000
Combination Tax & Revenue Certificates of Obligation, Series 2013 Replacement of infrastructure, replacement of a water tower, and to increase water supply.	20	8,430,000	870,000	7,560,000
Combination Tax & Revenue Refunding Bonds, Series 2013 Refund parts of the 2005 and 2006 Waterworks and Sewer System Refunding and Improvements Revenue Bonds. Also refunded part of the 2009 Certificate of Obligation Bond issue.	12	37,390,000	13,560,000	23,830,000
Combination Tax & Revenue Certificates of Obligation, Series 2015 (Revenue Portion) 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	595,000	6,090,000
		$ 80,175,000	**$ 26,260,000**	**$ 53,915,000**

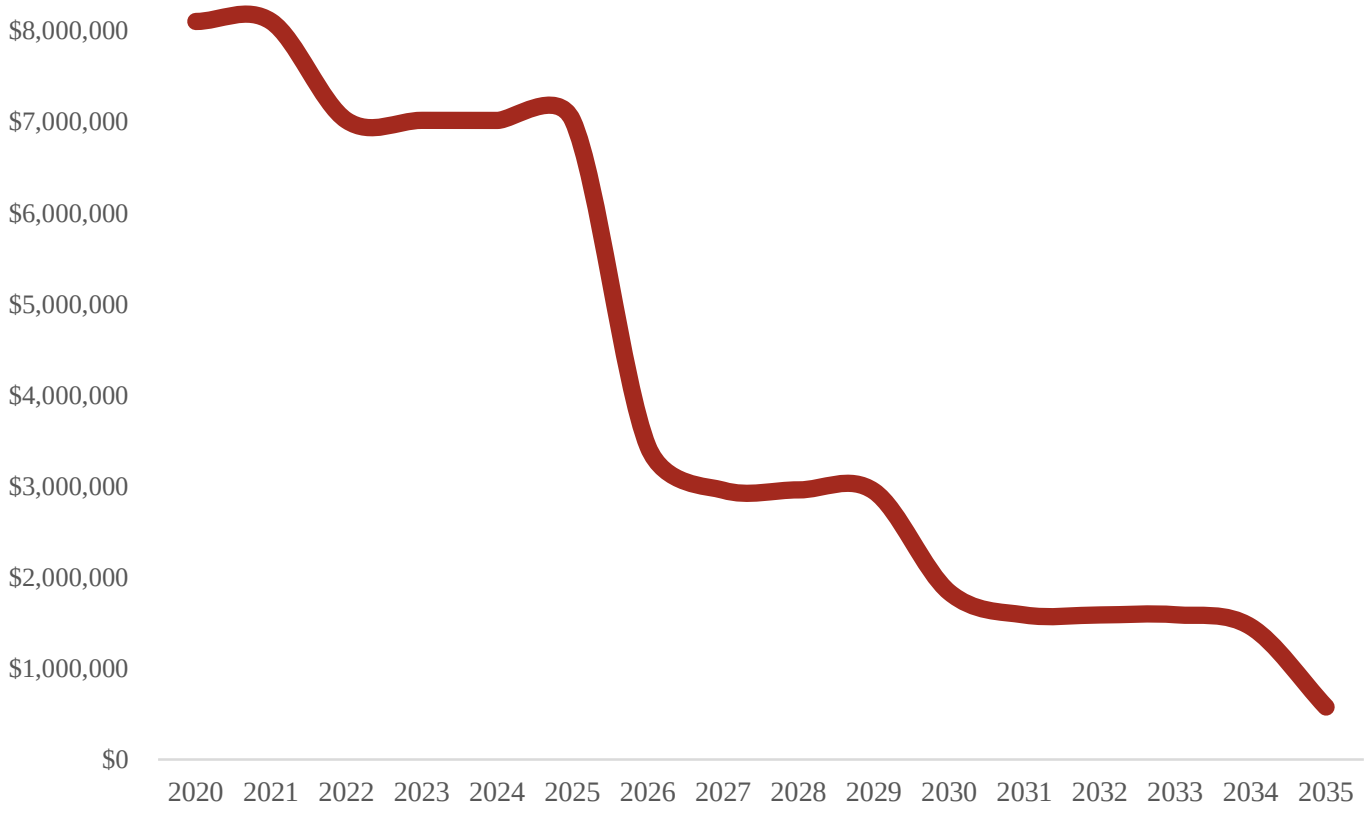
REVENUE DEBT SERVICE

Debt Service Requirements

FY 2020

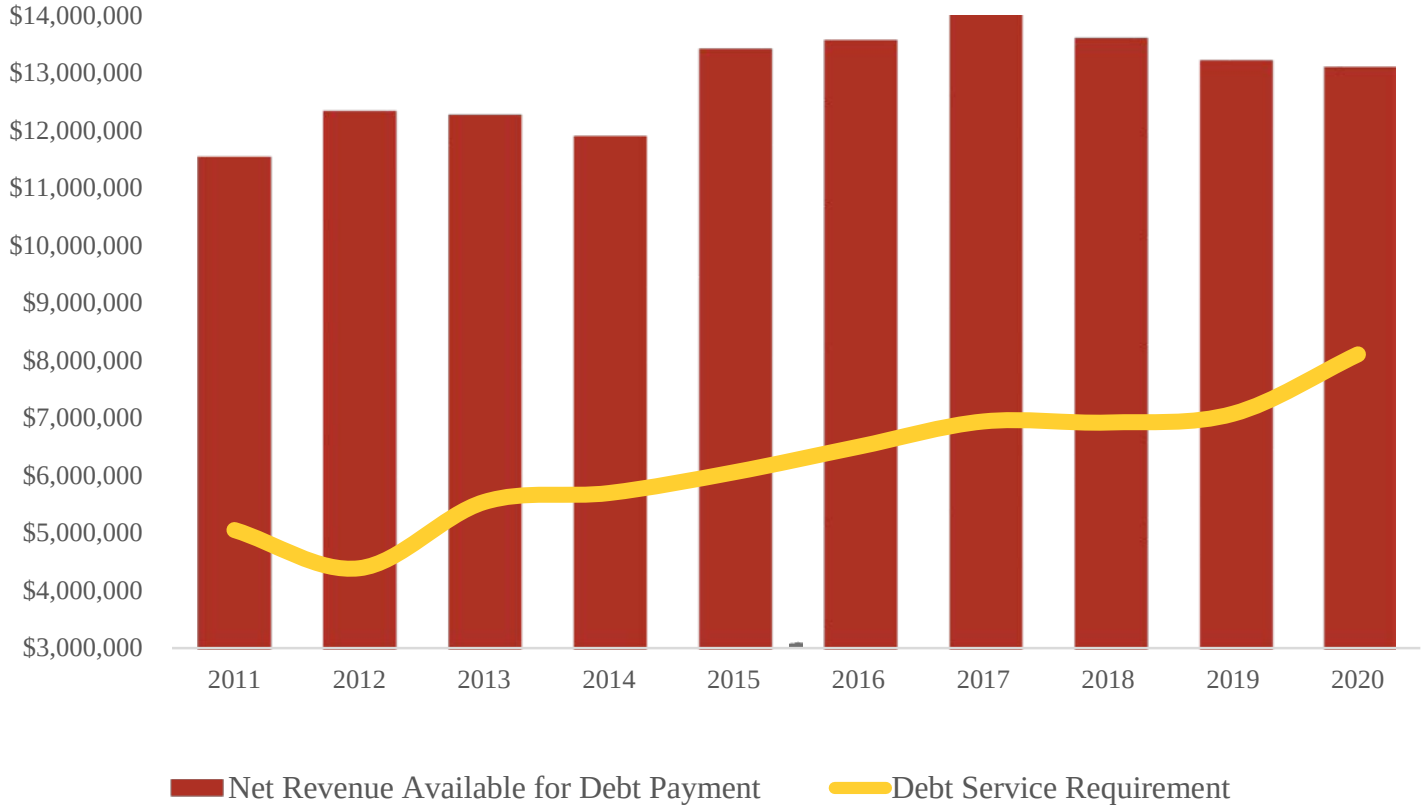
Issue Year	Title and Purpose	Outstanding 10/1/2019	Current Requirements		
			Principal	Interest	Total
2009A	Waterworks and Sewer System Revenue Bonds	$ 725,000	$ 65,000	$ 18,558	$ 83,558
2009B	Waterworks and Sewer System Revenue Bonds	$ 2,955,000	$ 265,000	$ 75,728	$ 340,728
2010	Waterworks and Sewer System Revenue Bonds	$ 8,655,000	$ 765,000	$ 184,982	$ 949,982
2010	Waterworks and Sewer System Refunding Revenue Bonds	$ 2,320,000	$ 185,000	$ 92,394	$ 277,394
2013	Waterworks & Sewer Revenue Bonds, Series 2013	$ 1,780,000	$ 120,000	$ 20,297	$ 140,297
2013	Combination Tax & Revenue Certificates of Obligation, Series 2013	$ 7,560,000	$ 185,000	$ 325,575	$ 510,575
2013	Combination Tax & Revenue Refunding Bonds, Series 2013	$ 23,830,000	$ 4,295,000	$ 1,077,075	$ 5,372,075
2015	Combination Tax & Revenue Certificates of Obligation, Series 2015	$ 6,090,000	$ 200,000	$ 232,100	$ 432,100
TOTAL BONDS OUTSTANDING		**$ 53,915,000**	**$ 6,080,000**	**$ 2,026,709**	**$ 8,106,709**

Enterprise Debt Outstanding
Schedule of Debt Requirements



	Principal	Interest	Total
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
Total	53,915,000	11,321,195	65,236,195

Revenue Debt Service Fund
Bond Coverage
2011-2020



Fiscal Year Ended	Gross Revenue	Direct Operating Expenses	Net Revenue Available for Debt Service	Debt Service Principal	Debt Service Interest	Debt Service Total	Coverage
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
2018	22,684,913	9,074,222	13,610,690	4,515,000	2,407,589	6,922,589	1.97
Est. 2019	22,528,504	9,300,709	13,227,795	4,830,000	2,245,339	7,075,339	1.87
Budgeted 2020	23,335,812	10,223,018	13,112,794	6,080,000	2,026,709	8,106,709	1.62

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	
2-15-20	65,000.00	1.812%	2-15-20	9,573.45	8-15-20	8,984.55	**83,558.00**
2-15-21	65,000.00	2.139%	2-15-21	8,984.55	8-15-21	8,289.38	**82,273.93**
2-15-22	70,000.00	2.267%	2-15-22	8,289.38	8-15-22	7,495.93	**85,785.31**
2-15-23	70,000.00	2.532%	2-15-23	7,495.93	8-15-23	6,609.73	**84,105.66**
2-15-24	70,000.00	2.695%	2-15-24	6,609.73	8-15-24	5,666.48	**82,276.21**
2-15-25	75,000.00	2.814%	2-15-25	5,666.48	8-15-25	4,611.23	**85,277.71**
2-15-26	75,000.00	2.885%	2-15-26	4,611.23	8-15-26	3,529.35	**83,140.58**
2-15-27	80,000.00	2.931%	2-15-27	3,529.35	8-15-27	2,356.95	**85,886.30**
2-15-28	80,000.00	3.018%	2-15-28	2,356.95	8-15-28	1,149.75	**83,506.70**
2-15-29	75,000.00	3.066%	2-15-29	1,149.75	8-15-29	0	**76,149.75**
	$ 725,000.00			**$ 58,266.80**		**$ 48,693.35**	**$ 831,960.15**

Interest Rate:	0% - 3.066%
Amount Issued:	$1,180,000.00
Amount Outstanding:	$725,000.00
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	
2-15-20	265,000.00	1.812%	2-15-20	39,064.63	8-15-20	36,663.73	**340,728.36**
2-15-21	270,000.00	2.139%	2-15-21	36,663.73	8-15-21	33,776.08	**340,439.81**
2-15-22	275,000.00	2.267%	2-15-22	33,776.08	8-15-22	30,658.95	**339,435.03**
2-15-23	280,000.00	2.532%	2-15-23	30,658.95	8-15-23	27,114.15	**337,773.10**
2-15-24	290,000.00	2.695%	2-15-24	27,114.15	8-15-24	23,206.40	**340,320.55**
2-15-25	295,000.00	2.814%	2-15-25	23,206.40	8-15-25	19,055.75	**337,262.15**
2-15-26	305,000.00	2.885%	2-15-26	19,055.75	8-15-26	14,656.13	**338,711.88**
2-15-27	315,000.00	2.931%	2-15-27	14,656.13	8-15-27	10,039.80	**339,695.93**
2-15-28	325,000.00	3.018%	2-15-28	10,039.80	8-15-28	5,135.55	**340,175.35**
2-15-29	335,000.00	3.066%	2-15-29	5,135.55	8-15-29	0	**340,135.55**
	$ 2,955,000.00			**$ 239,371.17**		**$ 200,306.54**	**$ 3,394,677.71**

Interest Rate:	0% - 3.066%
Amount Issued:	$4,750,000.00
Amount Outstanding:	$2,955,000.00
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	
2-15-20	765,000.00	1.591%	2-15-20	95,533.78	8-15-20	89,448.20	**949,981.98**
2-15-21	780,000.00	1.819%	2-15-21	89,448.20	8-15-21	82,354.10	**951,802.30**
2-15-22	795,000.00	1.984%	2-15-22	82,354.10	8-15-22	74,467.70	**951,821.80**
2-15-23	810,000.00	2.097%	2-15-23	74,467.70	8-15-23	65,974.85	**950,442.55**
2-15-24	825,000.00	2.091%	2-15-24	65,974.85	8-15-24	57,349.48	**948,324.33**
2-15-25	845,000.00	2.284%	2-15-25	57,349.48	8-15-25	47,699.58	**950,049.06**
2-15-26	865,000.00	2.371%	2-15-26	47,699.58	8-15-26	37,445.00	**950,144.58**
2-15-27	885,000.00	2.442%	2-15-27	37,445.00	8-15-27	26,639.15	**949,084.15**
2-15-28	905,000.00	2.514%	2-15-28	26,639.15	8-15-28	15,263.30	**946,902.45**
2-15-29	930,000.00	2.587%	2-15-29	15,263.30	8-15-29	3,233.75	**948,497.05**
2-15-30	250,000.00	2.587%	2-15-30	3,233.75	8-15-30	0	**253,233.75**
	$ 8,655,000.00			**$ 595,408.89**		**$ 499,875.11**	**$ 9,750,284.00**

Interest Rate:	0.021% - 2.587%
Amount Issued:	$14,500,000.00
Amount Outstanding:	$8,655,000.00
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	
2-15-20	185,000.00	4.000%	2-15-20	48,046.88	8-15-20	44,346.88	**277,393.76**
2-15-21	190,000.00	4.000%	2-15-21	44,346.88	8-15-21	40,546.88	**274,893.76**
2-15-22	200,000.00	4.000%	2-15-22	40,546.88	8-15-22	36,546.88	**277,093.76**
2-15-23	855,000.00	4.125%	2-15-23	36,546.88	8-15-23	18,912.50	**910,459.38**
2-15-24	890,000.00	4.250%	2-15-24	18,912.50	8-15-24	0	**908,912.50**
	$ 2,320,000.00			**$ 188,400.02**		**$ 140,353.14**	**$ 2,648,753.16**

Interest Rate:	2.000% - 4.250%
Amount Issued:	$4,860,000.00
Amount Outstanding:	$2,320,000.00
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	
2-15-20	185,000.00	3.000%	2-15-20	164,175.00	8-15-20	161,400.00	**510,575.00**
2-15-21	190,000.00	3.000%	2-15-21	161,400.00	8-15-21	158,550.00	**509,950.00**
2-15-22	195,000.00	3.000%	2-15-22	158,550.00	8-15-22	155,625.00	**509,175.00**
2-15-23	210,000.00	3.000%	2-15-23	155,625.00	8-15-23	152,475.00	**518,100.00**
2-15-24	210,000.00	3.250%	2-15-24	152,475.00	8-15-24	149,062.50	**511,537.50**
2-15-25	220,000.00	3.500%	2-15-25	149,062.50	8-15-25	145,212.50	**514,275.00**
2-15-26	590,000.00	3.500%	2-15-26	145,212.50	8-15-26	134,887.50	**870,100.00**
2-15-27	610,000.00	3.750%	2-15-27	134,887.50	8-15-27	123,450.00	**868,337.50**
2-15-28	635,000.00	4.000%	2-15-28	123,450.00	8-15-28	110,750.00	**869,200.00**
2-15-29	660,000.00	5.000%	2-15-29	110,750.00	8-15-29	94,250.00	**865,000.00**
2-15-30	695,000.00	5.000%	2-15-30	94,250.00	8-15-30	76,875.00	**866,125.00**
2-15-31	730,000.00	5.000%	2-15-31	76,875.00	8-15-31	58,625.00	**865,500.00**
2-15-32	770,000.00	5.000%	2-15-32	58,625.00	8-15-32	39,375.00	**868,000.00**
2-15-33	810,000.00	5.000%	2-15-33	39,375.00	8-15-33	19,125.00	**868,500.00**
2-15-34	850,000.00	4.500%	2-15-34	19,125.00		-	**869,125.00**
	$ 7,560,000.00			**$ 1,743,837.50**		**$ 1,579,662.50**	**$ 10,883,500.00**

Interest Rate:	2.000% - 5.000%
Amount Issued:	$8,430,000.00
Amount Outstanding:	$7,560,000.00
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	
2-15-20	4,295,000.00	5.000%	2-15-20	592,225.00	8-15-20	484,850.00	**5,372,075.00**
2-15-21	4,515,000.00	5.000%	2-15-21	484,850.00	8-15-21	371,975.00	**5,371,825.00**
2-15-22	3,625,000.00	5.000%	2-15-22	371,975.00	8-15-22	281,350.00	**4,278,325.00**
2-15-23	3,165,000.00	5.000%	2-15-23	281,350.00	8-15-23	202,225.00	**3,648,575.00**
2-15-24	3,330,000.00	5.000%	2-15-24	202,225.00	8-15-24	118,975.00	**3,651,200.00**
2-15-25	4,430,000.00	5.000%	2-15-25	118,975.00	8-15-25	8,225.00	**4,557,200.00**
2-15-26	470,000.00	3.500%	2-15-26	8,225.00	8-15-26	-	**478,225.00**
	$ 23,830,000.00			**$ 2,059,825.00**		**$ 1,467,600.00**	**$ 27,357,425.00**

Interest Rate:	3.500% - 5.000%
Amount Issued:	$37,390,000.00
Amount Outstanding:	$23,830,000.00
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	
2-15-20	120,000.00	0.300%	2-15-20	10,238.25	8-15-20	10,058.25	**140,296.50**
2-15-21	120,000.00	0.480%	2-15-21	10,058.25	8-15-21	9,770.25	**139,828.50**
2-15-22	120,000.00	0.670%	2-15-22	9,770.25	8-15-22	9,368.25	**139,138.50**
2-15-23	120,000.00	0.850%	2-15-23	9,368.25	8-15-23	8,858.25	**138,226.50**
2-15-24	125,000.00	0.940%	2-15-24	8,858.25	8-15-24	8,270.75	**142,129.00**
2-15-25	125,000.00	1.020%	2-15-25	8,270.75	8-15-25	7,633.25	**140,904.00**
2-15-26	125,000.00	1.090%	2-15-26	7,633.25	8-15-26	6,952.00	**139,585.25**
2-15-27	125,000.00	1.150%	2-15-27	6,952.00	8-15-27	6,233.25	**138,185.25**
2-15-28	130,000.00	1.220%	2-15-28	6,233.25	8-15-28	5,440.25	**141,673.50**
2-15-29	130,000.00	1.270%	2-15-29	5,440.25	8-15-29	4,614.75	**140,055.00**
2-15-30	130,000.00	1.330%	2-15-30	4,614.75	8-15-30	3,750.25	**138,365.00**
2-15-31	135,000.00	1.380%	2-15-31	3,750.25	8-15-31	2,818.75	**141,569.00**
2-15-32	135,000.00	2.050%	2-15-32	2,818.75	8-15-32	1,435.00	**139,253.75**
2-15-33	140,000.00	2.050%	2-15-33	1,435.00	8-15-33	-	**141,435.00**
	$ 1,780,000.00			**$ 95,441.50**		**$ 85,203.25**	**$ 1,960,644.75**

Interest Rate:	0.000% - 2.050%
Amount Issued:	$2,380,000.00
Amount Outstanding:	$1,780,000.00
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	
2-15-20	200,000.00	3.000%	2-15-20	117,550.00	8-15-20	114,550.00	**432,100.00**
2-15-21	210,000.00	3.000%	2-15-21	114,550.00	8-15-21	111,400.00	**435,950.00**
2-15-22	220,000.00	3.000%	2-15-22	111,400.00	8-15-22	108,100.00	**439,500.00**
2-15-23	220,000.00	3.000%	2-15-23	108,100.00	8-15-23	104,800.00	**432,900.00**
2-15-24	230,000.00	4.000%	2-15-24	104,800.00	8-15-24	100,200.00	**435,000.00**
2-15-25	240,000.00	4.000%	2-15-25	100,200.00	8-15-25	95,400.00	**435,600.00**
2-15-26	395,000.00	4.000%	2-15-26	95,400.00	8-15-26	87,500.00	**577,900.00**
2-15-27	410,000.00	4.000%	2-15-27	87,500.00	8-15-27	79,300.00	**576,800.00**
2-15-28	430,000.00	4.000%	2-15-28	79,300.00	8-15-28	70,700.00	**580,000.00**
2-15-29	445,000.00	4.000%	2-15-29	70,700.00	8-15-29	61,800.00	**577,500.00**
2-15-30	465,000.00	4.000%	2-15-30	61,800.00	8-15-30	52,500.00	**579,300.00**
2-15-31	485,000.00	4.000%	2-15-31	52,500.00	8-15-31	42,800.00	**580,300.00**
2-15-32	505,000.00	4.000%	2-15-32	42,800.00	8-15-32	32,700.00	**580,500.00**
2-15-33	525,000.00	4.000%	2-15-33	32,700.00	8-15-33	22,200.00	**579,900.00**
2-15-34	545,000.00	4.000%	2-15-34	22,200.00	8-15-34	11,300.00	**578,500.00**
2-15-35	565,000.00	4.000%	2-15-35	11,300.00	8-15-35	0	**576,300.00**
	$ 6,090,000.00			**$ 1,212,800.00**		**$ 1,095,250.00**	**$ 8,398,050.00**

Interest Rate:	3.000% - 4.000%
Amount Issued:	$6,685,000.00
Amount Outstanding:	$6,090,000.00
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

2020

City of Cleburne

Recapitulation of Capital Outlay

FY 2020

Department Number	Department Name	Item	Amount
General Fund - Items Funded in the Department Budgets			
0131	City Council	Seating/Cabinet Replacement	$ 7,435
0138	Information Technology	Cityworks Software Implementation	248,154
0138	Information Technology	Large Format Multifunction Printer	10,800
0138	Information Technology	Network Traffic Redirection	59,000
0141	Police Department	LIDAR Replacement System	5,200
0141	Police Department	Speed Message Trailer	14,161
0143	Animal Services	Stainless Steel Dual Compartments	12,000
0147	Fire Department	Bay Lighting Upgrade	21,648
0147	Fire Department	Overhead Bay Door Replacement	87,053
0149	EMS	OWS Software OS upgrade	10,272
0152	Cemetery	Scag Turf Tiger Mowers 52" (2)	20,000
0152	Cemetery	RTVX 1100C - Utility Vehicle	12,500
0153	Parks & Recreation	Automated Sports Field Lighting	8,000
0153	Parks & Recreation	Automated Gate Opener	6,000
0153	Parks & Recreation	Commercial Pressure Washer	8,000
0153	Parks & Recreation	Compact Utility Vehicle	14,500
0178	Fleet	Tilt Trailer	12,500
0179	Street Maintenance	Asphalt Distributor Truck	180,000
0179	Street Maintenance	Street Sweeper	265,500
0179	Street Maintenance	New Street Signage	52,000
0191	Sanitation	24/7 Recycle Center	51,500
Total Capital Outlay - General Fund			**$ 1,106,223**

Capital Fund - Vehicle Replacement Fund			
0341	Police Department	Replacement Dodge Ram Pickup	$ 25,000
0341	Police Department	Two Replacement Motorcycle Units	79,830
0341	Police Department	Replacement Patrol Unit	65,300
0347	Fire Department	Replacement Dodge Durango	56,685
0347	Fire Department	Replacement Fire Quint	991,640
0347	Fire Department	Two Replacement Pickup Trucks	97,933
0347	Fire Department	Replacement Brush Truck	160,000
0379	Street Maintenance	Replacement Dump Truck	82,000
0391	Refuse Collection	Replacement Crane Carrier Sanitation Truck	330,000
Total Capital Outlay - Vehicle Replacement Fund			**$ 1,888,388**

City of Cleburne

Recapitulation of Capital Outlay
FY 2020

Department Number	Department Name	Item	Amount
PEG Fund			
1538	Information Technology	Council Chambers A/V Upgrades	$ 155,000
Total Capital Outlay - PEG Fund			**$ 155,000**
Capital Fund - Genaral Capital Projects Fund			
5379	Street Maintenance	Match for Safe Routes to School Grant	$ 175,000
Total Capital Outlay - Genaral Capital Projects Fund			**$ 175,000**
Enterprise Funds - Items Funded in the Department Budgets			
6081	Utility Billing	Security Camera Upgrades	$ 8,160
6083	Water Distribution	Cityworks Software Implementation	24,172
6083	Water Distribution	Backhoe	101,816
6083	Water Distribution	Water Tank Rehab	27,998
6083	Water Distribution	Waterline Replacement Program	750,000
6084	Water Treatment	Cityworks Software Implementation	26,656
6084	Water Treatment	On-line Turbidmeter	28,572
6096	Waste Water Collection	Cityworks Software Implementation	24,558
6097	Waste Water Treatment	Cityworks Software Implementation	29,904
6097	Waste Water Treatment	Treatment Plant Lighting Replacement	24,110
6097	Waste Water Treatment	Yard Utility Vehicle	10,699
6154	Airport Fund	Cityworks Software Implementation	20,325
6154	Airport Fund	Hangar 99	38,200
6154	Airport Fund	Master Plan Update	20,000
6154	Airport Fund	Engineering TXWY Alpha & Runway Rehab/Reconstruct	63,000
6154	Airport Fund	Terminal Roof	15,405
6398	Drainage	Cityworks Software Implementation	13,425
6398	Drainage	East Side Drainage Study	153,000
6398	Drainage	Nottingway Drainage Structure Repair	95,000
6398	Drainage	Boone/Chase Drainage Improvements	150,000
6398	Drainage	New Gradeall - Lease Purchase	30,000
Total Capital Outlay - Enterprise Funds			**$ 1,655,000**
4B Fund - Items Funded in the Department Budgets			
0950	Booker T. Washington	PA System	$ 6,000
0950	Splash Station	Zero Depth Spray Feature Recoating	16,000
0956	Splash Station	Slide, Tower & Play Unit Recoating	76,500
0956	Splash Station	Competitve Pool Resurfacing	120,000
0956	Splash Station	Chair Lift	5,500
0956	Splash Station	Parking Area Sealcoat & Striping	19,000
0956	Splash Station	Pool Heater Replacement	30,000
0957	Sports Complex	VFD Pump Control	27,000
0957	Sports Complex	Shade Structures Over Bleachers	175,000
0957	Sports Complex	Weathermatic SmartLink	7,500
0957	Sports Complex	Batting Cage Replacement	35,000
0957	Sports Complex	Playground Equipment	45,000
0957	Sports Complex	Infield Groomer	33,000

City of Cleburne

Recapitulation of Capital Outlay

FY 2020

Department Number	Department Name	Item	Amount
4B Fund, Continued			
0957	Sports Complex	Utility Vehicle Cart Path Edger	5,000
0957	Sports Complex	Playground Shade Cover	4,500
0957	Sports Complex	60" Aerovator Slicer	13,000
0957	Sports Complex	Water Trailer	5,500
0957	Sports Complex	Compact Utility Vehicle	14,500
0967	Railroad Museum	Spirit of Cleburne Refurbishment	45,000
Total Capital Outlay - 4B Fund			**$ 683,000**

Miscellaneous Special Revenue Funds - Items Funded in the Department Budgets			
1171	TIF #1	Sparks Drive Connection	$ 295,395
1271	TIF #2	Downtown Sidewalks/Landscape	832,035
Total - Miscellaneous Special Revenue Funds			**$ 1,127,430**

Capital Funds - Revenue Bond Funds - Items Funded in the Department Budgets			
7696	Waste Water Collection	SH 4 Utility Relocation Engineering	$ 240,000
Total Capital Outlay - Revenue Bond Funds			**$ 240,000**

Total Capital Outlay - Current Funds	**$ 7,030,041**

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 2020

The Vehicle Replacement Fund is used for vehicle replacements in the General Fund.

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING TOTAL FUND	$ 1,986,214	$ 4,654,917	$ 2,184,134	$ 6,585,090	$ 8,364,356
REVENUES:	1,126,899	1,344,242	1,053,201	973,206	1,057,339
DEPRECIATION PAYMENTS	503,272	728,840	745,112	745,112	957,339
MISCELLANEOUS REVENUE	390,320	505,712	276,889	164,094	-
SALE OF ASSETS	85,498	53,341	-	-	30,000
INSURANCE RECOVERY	13,593	21,925	-	-	-
TRANSFER IN GENERAL FUND	117,437	-	-	-	-
INTEREST REVENUE	16,779	34,424	31,200	64,000	70,000
EXPENDITURES:	$ (1,541,804)	$ (585,931)	$ (1,801,731)	$ (806,060)	$ (1,888,388)
CAPITAL OUTLAY - EQUIPMENT	24,745	-	-	-	-
CAPITAL OUTLAY - VEHICLES	1,517,059	585,931	1,801,731	806,060	1,888,388
TRANSFER TO DEBT SERVICE	-	-	-	-	-
ASSIGNED FOR FIRE DEPT	478,845	678,845	-	991,640	-
ASSIGNED FOR FIRE DEPT DEFIB	32,654	62,654	92,654	92,654	92,654
UNRESERVED FUND BALANCE	$ 4,143,418	$ 5,843,591	$ 4,946,412	$ 7,280,062	$ 11,217,429
ENDING FUND BALANCE	**$ 4,654,917**	**$ 6,585,090**	**$ 5,039,066**	**$ 8,364,356**	**$ 11,310,083**

CITY OF CLEBURNE

Vehicle Replacement Fund Five Year Replacement Schedule
FY 2020

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
HR	0136	08 Dodge Durango	1101		27,418			27,418
Total Five Year HR				-	27,418	-	-	27,418
Information Technology	0138	2007 DODGE CARAVAN	1701			24,602		
Total Five Year Information Technology				-	-	24,602	-	-
Police	0141	2008 DODGE CHARGER	2022	25,000				
		2001 FORD EXPLORER	2016					
		2006 DODGE DURANGO	2007					
		2011 HONDA ST1300PA	2026	39,915				
		2011 HONDA ST1300PA	2028	39,915				
		2012 CHEVROLET TAHOE	2021	65,300				
		2012 CHEVROLET TAHOE	2023		65,368			
		2012 CHEVROLET TAHOE	2035		65,368			
		2013 CHEVROLET TAHOE	2041		65,368			
		2014 CHEVROLET TAHOE	2053		62,000			
		2014 CHEVROLET TAHOE	2054		62,000			
		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	
Total Five Year Police Department				170,130	521,413	409,104	213,093	-
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				-	-	33,567	32,415	41,419
Ambulance	0146	2017 AMBULANCE	99			100,000		
Total Five Year Animal Control				-	-	100,000	-	-
Fire Department	0147	2000 FORD F550 4X4 BRUSH TRUCK	2501	160,000				
		2008 DODGE RAM F550 BRUSH TRUCK	2505				150,000	
		2009 DODGE DURANGO	2508	56,685				
		2003 CHEVROLET TAHOE	2509	52,867				
		1996 SUTPHEN LADDER TRUCK	2511	991,640				
		2008 FORD F250 EXT CAB	2517		38,354			
		2007 DODGE DURANGO	2519	45,066				
		2008 DODGE RAM 1500	2525		34,625			
Total Five Year Fire Department				1,306,258	72,979	-	150,000	-

CITY OF CLEBURNE

Vehicle Replacement Fund Five Year Replacement Schedule
FY 2018

DEPARTMENT	DEPT	YEAR MAKE	UNIT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Health	0148	2007 DODGE DAKOTA	2504		28,288			
		2008 DODGE RAM 1500	2506		34,625			
		2011 DODGE DAKOTA	2527		28,288			
Total Five Year Health				-	91,201	-	-	-
Cemetery	0152	2002 FORD F150	3262			36,652		
Total Five Year Cemetery				-	-	36,652	-	-
Parks	0153	2008 DODGE RAM 2500	3908		36,516			
		2007 DODGE RAM 1500 QUAD CAB	3975		34,625			
		2008 FORD F750 BUCKET TRUCK	3952		124,529			
		2013 CHEVROLET SILVERADO 1500	3963					41,419
		2013 CHEVROLET SILVERADO 2500HD	3968					43,721
		2013 CHEVROLET SILVERADO 1500	3977					41,419
Total Five Year Parks Department				-	195,670	-	-	126,559
Golf	0155	2007 DODGE RAM 1500	3134				34,625	
Total Five Year Golf				-	-	-	34,625	-
Building Maintenance	0161	2013 CHEVROLET SILVERADO 1500	1605		41,419			
Building Maintenance	0161	2013 CHEVROLET SILVERADO 1500	1606					41,419
Total Five Year Building Maintenance				-	41,419	-	-	41,419
Public Works	0171	2013 CHEVROLET SILVERADO Z71	4201					46,249
Total Five Year Public Works				-	-	-	-	46,249
Engineering	0172	2007 DODGE DURANGO	4601			27,418		
Total Five Year Engineering				-	-	27,418	-	-
Inspections	0176	2008 DODGE DAKOTA EXT CAB	4702		26,976			
		2008 DODGE DAKOTA EXT CAB	4703			31,603		
		2015 CHEVROLET C1500	1606					41,419
Total Five Year Inspections				-	26,976	31,603	-	41,419
Fleet Maintenance	0178	2005 CHEVROLET 1/2 TON PICKUP	4440		135,000			
		2014 CHEVROLET C1500	4444					39,819
Total Five Year Fleet Maintenance				-	135,000	-	-	39,819
Street Maintenance	0179	2004 TOYOTA PRIUS	4920		26,616			
		2004 FORD F450 DUMP BED	4972	82,000				
		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			
Total Five Year Street Department				82,000	90,906	124,975	145,268	152,531
Sanitation	0191	2007 GMC C7500 GRAPPLE TRUCK	8180					175,400
		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	330,000				
		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		
Total Five Year Sanitation				330,000	569,835	614,221	242,311	552,920
Total Lease Equipment Improvement Fund				1,888,388	1,772,817	1,402,142	817,712	1,069,753

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 2020

Department	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Governmental Fund Departments					
Information Technology					
Upgrade Microsoft Exchange Server	20,000	20,000	20,000	20,000	
Mobility Enhancements	10,000	10,000	10,000	10,000	
Police					
Public Safety Software Consortium Transition	163,000				
Library					
Equipment Upgrades	25,000				
Conference Center					
AV Upgrades	10,000	10,000			
Street					
Street Maint & Repair	1,000,000	1,000,000	500,000	500,000	500,000
Totals - Governmental Fund Departments	**$ 1,228,000**	**$ 1,040,000**	**$ 530,000**	**$ 530,000**	**$ 500,000**

CITY OF CLEBURNE

Five Year Capital Improvement Program
FY 2020

Department	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Water-Wastewater Projects					
SCADA System Expansion		410,000			
Lake Pat Dam Improvements - Embankment			1,800,000	1,800,000	
Water & Sewer Rehab Maintenance	750,000	750,000	750,000	750,000	750,000
Screen at Main Lift Station	300,000				
Waste Water Treatment Plant Expansion	10,000,000	10,000,000	10,000,000		
West Reuse Loop	8,000,000				
Total - Water-Wastewater Projects	**$ 19,050,000**	**$ 11,160,000**	**$ 12,550,000**	**$ 2,550,000**	**$ 750,000**
Drainage					
Drainage Improvements	150,000	150,000	150,000	150,000	150,000
Total - Drainage	**$ 150,000**	**$ 150,000**	**$ 150,000**	**$ 150,000**	**$ 150,000**
Totals - Enterprise Fund Departments	**$ 19,200,000**	**$ 11,310,000**	**$ 12,700,000**	**$ 2,700,000**	**$ 900,000**

CITY OF CLEBURNE
GENERAL CAPITAL PROJECTS: FUND 53
FY 2020

This fund is used for general capital projects. Funding sources include transfers from Governmental Funds.

	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING TOTAL FUND BALANCE	$ 10,253,174	$ 8,042,890	$ 6,155,208	$ 8,261,045	$ 3,975,658
REVENUES:	1,278,117	1,580,756	1,050,000	1,200,517	1,050,000
TRANSFER IN FOR STREETS - GENERAL FUND	582,635	611,402	500,000	500,000	500,000
TRANSFER IN FOR GENERAL PROJECTS - GENERAL FUND	117,330	35,370	-	-	-
TRANSFER IN FOR STREETS - MINERAL LEASE & ROYALTY FUND	500,000	500,000	500,000	500,000	500,000
TRANSFER IN - TIF ZONE #3 REIMBURSEMENT OF STARTUP	-	100,000	-	-	-
GRANT REVENUE - FEMA	-	191,760	-	-	-
INTEREST REVENUE	78,152	142,224	50,000	200,517	50,000
EXPENDITURES:	$ (3,488,401)	$ (1,362,601)	$ (4,892,000)	$ (5,485,904)	$ (3,220,000)
COMMUNITY INVESTMENT FUND	25,000	25,000	50,000	50,000	50,000
MARKET ANALYSIS	-	-	50,000	-	-
M&R - STRUCTURES - GOLF	-	-	-	10,000	-
M&R - STRUCTURES - SANITATION	56,850	-	-	-	-
M&R - STRUCTURES - BUILDING MAINTENANCE	-	67,368	-	5,500	-
M&R - STRUCTURES RAILROAD	25,140	-	-	-	-
MINOR EQUIPMENT CONFERENCE	-	48,346	-	-	-
CAPITAL - PARKS IMPROVEMENTS	270,625	-	35,000	-	35,000
CAPITAL - STREET IMPROVEMENTS	2,893,383	631,233	4,250,000	5,323,404	2,550,000
CAPITAL - STREETS EQUIPMENT	197,785	-	-	-	-
CAPITAL - CEMETERY STREETS	-	-	97,000	97,000	-
CAPITAL COMPREHENSIVE MASTER	19,618	-	-	-	-
CAPTIAL - RAILROAD MUSEUM	-	-	410,000	-	410,000
TRANSFER OUT- MISC GRANTS FUND	-	590,654	-	-	175,000
RESERVE FOR BOAT RAMP PROJECT	-	-	227,000	227,000	227,000
RESERVE FOR DEVELOPER CURB, GUTTER & SIDEWALKS	17,250	13,826	18,949	18,949	18,949
ENDING UNRESERVED FUND BALANCE	**$ 8,025,640**	**$ 8,247,219**	**$ 2,067,259**	**$ 3,729,709**	**$ 1,559,709**

CITY OF CLEBURNE
PERFORMANCE CONTRACT CAPITAL FUND: FUND 55
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 462,663	$ 506,887	$ 514,889	$ 515,503	$ 527,504
REVENUES:	924,648	889,040	888,425	892,425	890,425
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	38,850	-	-	-	-
INTEREST REVENUE	5,373	8,615	8,000	12,000	10,000
EXPENDITURES:	$ (880,424)	$ (880,424)	$ (880,424)	$ (880,424)	$ (1,305,425)
TRANSFER TO DEBT SERVICE	880,424	880,424	880,424	880,424	880,425
TRANSFER TO UTILITY FUND	-	-	-	-	425,000
ENDING FUND BALANCE	**$ 506,887**	**$ 515,503**	**$ 522,890**	**$ 527,504**	**$ 112,504**

CITY OF CLEBURNE
WATER WASTEWATER - 2015 REVENUE BOND FUND: FUND 76
FY 2020

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 2017	ACTUAL FY 2018	BUDGET FY 2019	ESTIMATE FY 2019	BUDGET FY 2020
BEGINNING FUND BALANCE	$ 7,002,828	$ 6,297,179	$ 1,672,334	$ 2,959,060	$ 2,579,240
REVENUES:	48,148	73,742	4,000	60,000	4,000
TRANSFER IN WATER & SEWER - BOND FUNDS	-	-	-	-	-
INTEREST REVENUE	48,148	73,742	4,000	60,000	4,000
EXPENDITURES:	$ (753,797)	$ (3,411,861)	$ (1,110,859)	$ (439,820)	$ (240,000)
REIMBURSEMENT TO WATER & SEWER FUND (FUND 60)	-	-	-	170,896	-
N. MAIN ST. INTERCEPTOR	701,276	2,365,995	418,925	183,497	-
S. MAIN ST. INTERCEPTOR	16,843	579,872	170,452	56,515	-
WEST LOOP REUSE	-	154,881	521,482	27,047	-
WASTEWATER TREATMENT PLANT EXPANSION ENGINEERING	35,678	311,113	-	1,865	-
SH 4 UTILITY LINE RELOCATION	-	-	-	-	240,000
ENDING FUND BALANCE	**$ 6,297,179**	**$ 2,959,060**	**$ 565,475**	**$ 2,579,240**	**$ 2,343,240**

Supplemental
&
Statistical Section

2020

Overlapping Debt - FY 2020			
Entity	Total General Obligation Debt	Percentage Applicable to City of Cleburne	Amount Applicable to City of Cleburne
City of Cleburne	$ 7,930,532	100.00%	$7,930,532
Cleburne ISD	132,502,083	79.09%	104,795,897
Johnson County	4,426,472	18.10%	801,191
		Total overlapping debt	$113,527,621

Ratio of direct and overlapping debt to assessed valuation	5.40%
Per capita overlapping general obligation debt	$3,696

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
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
2020	30,720	$62,900	0.41%	$258	$134,119

Cleburne's Top 10 Property Taxpayers

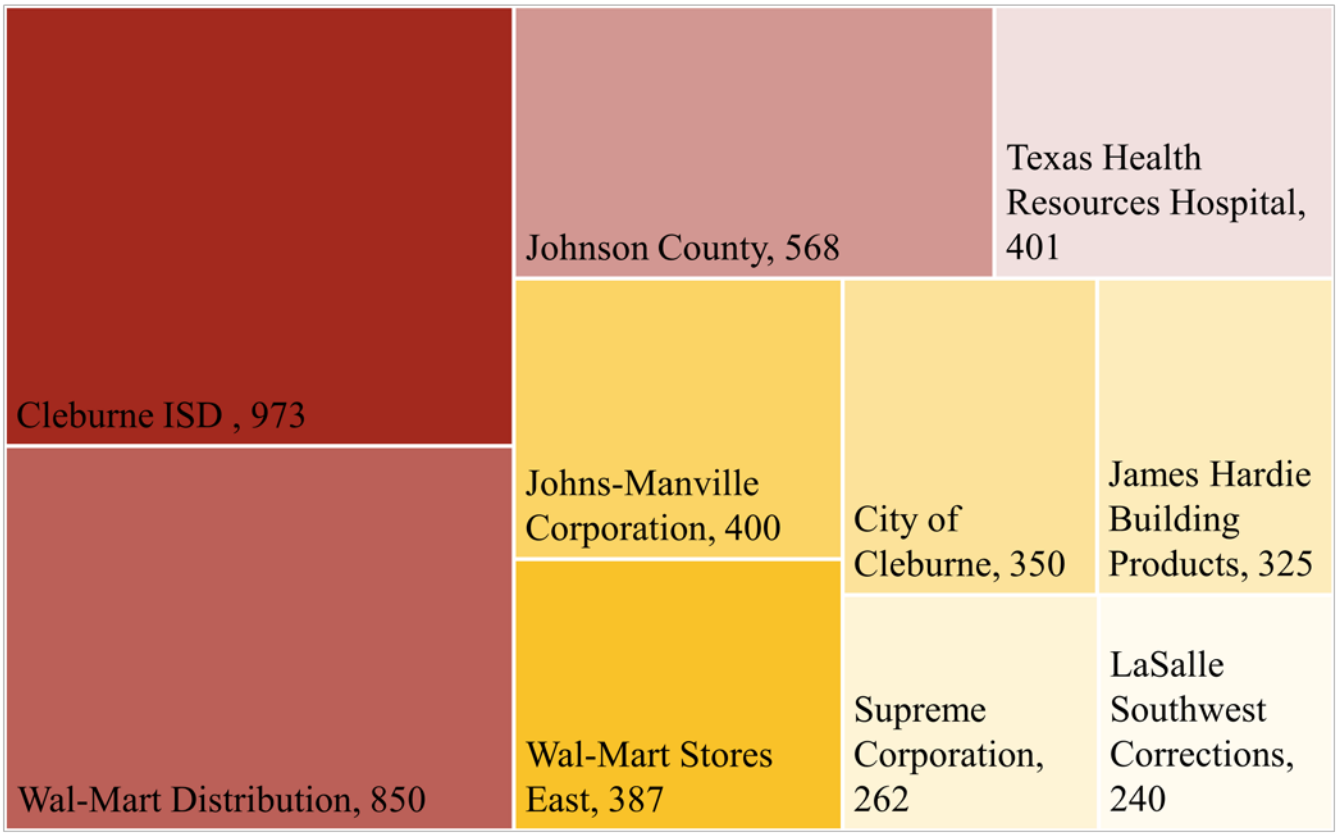
FY 2020 Taxpayer	Assessed Valuation	% of Total
James Hardie Building Products	$93,473,593	25.13%
Johns-Manville Corporation	52,990,410	14.25%
Technical Chemical Company	43,773,994	11.77%
Wal-Mart Stores East LP	43,571,211	11.72%
Brazos Electric	29,829,753	8.02%
Sachem Inc	26,526,334	7.13%
BNSF Railway Co.	22,520,386	6.06%
AirGas USA, LLC	22,118,587	5.95%
TEP Barnett	18,800,367	5.06%
Leeco Steel	18,306,349	4.92%
Total	**$371,910,984**	**100.00%**

FY 2010 Taxpayer	Assessed Valuation	% of Total
Wal-Mart Stores East LP	$83,752,958	19.05%
Brazos Electric	78,360,967	17.82%
James Hardie Building Products	67,387,670	15.33%
Johns-Manville Corporation	55,041,929	12.52%
Chesapeake Operating Inc.	39,354,406	8.95%
Well Service Division	34,463,870	7.84%
Pumpco Services	30,725,900	6.99%
Midcon Compression	19,003,121	4.32%
Air Liquide Industrial	16,041,430	3.65%
Technical Chemical	15,491,294	3.52%
Total	**$439,623,545**	**100.00%**

Cleburne's Top 10 Employers

FY 2020 Employer	
Cleburne Independent School District	973
Wal-Mart Distribution	850
Johnson County	568
Texas Health Resources Hospital	401
Johns-Manville Corporation	400
Wal-Mart Stores East	387
City of Cleburne	350
James Hardie Building Products	325
Supreme Corporation	262
LaSalle Southwest Corrections	240
Total	4,756

FY 2010 Employer	
Cleburne Independent School District	954
Wal-Mart Distribution	780
Johnson County	598
Wal-Mart Stores East	495
Texas Health Resources	390
Johns-Manville Corporation	370
City of Cleburne	340
Supreme Corporation	265
Greenbriar Rail Services	275
Key Energy Services	250
Total	4,717



Salary Schedules

2020

CITY OF CLEBURNE PAY PLAN
ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS

POSITION/TITLE	PAY GRADE	MIN	MAX	HOURLY MIN
BUS DRIVER	10	26,936	38,085	12.95
CLERK	10	26,936	38,085	12.95
ASSISTANT PRO SHOP	11	28,309	39,998	13.61
CLERK	11	28,309	39,998	13.61
CLERK - DISPATCHER	11	28,309	39,998	13.61
CUSTODIAN	11	28,309	39,998	13.61
MAINTENANCE WORKER	11	28,309	39,998	13.61
MUSEUM ASSISTANT	11	28,309	39,998	13.61
OPERATOR-NON CERTIFIED	11	28,309	39,998	13.61
SPORTS COMPLEX LIASON	11	28,309	39,998	13.61
SENIOR RECORDS CLERK	11	28,309	39,998	13.61
DEPUTY MUNICIPAL COURT CLERK	12	29,723	42,037	14.29
IRRIGATION TECHNICIAN	12	29,723	42,037	14.29
LIBRARY ASSISTANT	12	29,723	42,037	14.29
RIGHT OF WAY TECHNICIAN	12	29,723	42,037	14.29
SECRETARY - CID	12	29,723	42,037	14.29
SIGN TECHNICIAN	12	29,723	42,037	14.29
TECHNICIAN - METER SERVICE	12	29,723	42,037	14.29
ANIMAL SERVICES OFFICER	13	31,242	44,158	15.02
CASE WORKER	13	31,242	44,158	15.02
HEAVY EQUIPMENT OPERATOR	13	31,242	44,158	15.02
IRRIGATION TECHNICIAN	12	29,723	42,037	14.29
LEAD LANDFILL OPERATOR	13	31,242	44,158	15.02
MUSEUM EDUCATOR	13	31,242	44,158	15.02
SANITATION CLERK	13	31,242	44,158	15.02
SANITATION ROUTE OPERATOR	13	31,242	44,158	15.02
ADMINISTRATIVE CLERK	14	32,822	46,405	15.78
ANIMAL SERVICES COORDINATOR	14	32,822	46,405	15.78
CUSTOMER SERVICE REP	14	32,822	46,405	15.78
DEPUTY MUNICIPAL COURT CLERK/ JUVENILE CASE MANAGER	14	32,822	46,405	15.78
LEGAL SECRETARY	14	32,822	46,405	15.78
PERMITTING TECH	14	32,822	46,405	15.78
RECORDS COORDINATOR	14	32,822	46,405	15.78
SENIOR CLERK	14	32,822	46,405	15.78

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	34,507	48,755	16.59
CREW LEADER	15	34,507	48,755	16.59
MAINTENANCE COORDINATOR	15	34,507	48,755	16.59
MAINTENANCE TECHNICIAN	15	34,507	48,755	16.59
OPERATOR - CERTIFIED	15	34,507	48,755	16.59
SECRETARY	15	34,507	48,755	16.59
TELECOMMUNICATOR	15	34,507	48,755	16.59
AUTO MECHANIC	16	36,254	51,210	17.43
ASSISTANT SUPERVISOR	17	38,085	53,810	18.31
BUILDING MAINTENANCE TECH	17	38,085	53,810	18.31
EXECUTIVE SECRETARY	17	38,085	53,810	18.31
FOREMAN	17	38,085	53,810	18.31
MAINTENANCE TECHNICIAN	17	38,085	53,810	18.31
SENIOR SECRETARY	17	38,085	53,810	18.31
BUILDING MAINTENANCE SUPERVISOR	17	38,085	53,810	18.31
TRANSPORTATION SUPERVISOR	17	38,085	53,810	18.31
CRIME SCENE TECHNICIAN	18	39,998	56,534	19.23
ENGINEER TECH GIS	18	39,998	56,534	19.23
ADMIN ENGINEERING TECH	18	39,998	56,534	19.23
ACCOUNTING TECHNICIAN	19	42,037	59,405	20.21
CODE ENFORCEMENT OFFICER	19	42,037	59,405	20.21
ENVIRONMENTAL SPECIALIST	19	42,037	59,405	20.21
HUMAN RESOURCES ANALYST	19	42,037	59,405	20.21
ANIMAL SERVICES MANAGER	20	44,158	62,400	21.23
ASSOCIATE LIBRARIAN	20	44,158	62,400	21.23
DEPUTY CITY SECRETARY	20	44,158	62,400	21.23
INSPECTOR - BUILDING	20	44,158	62,400	21.23
INSPECTOR - CONSTRUCTION	20	44,158	62,400	21.23
INSPECTOR - HEALTH	20	44,158	62,400	21.23
INSPECTOR - RENTAL PROPERTY	20	44,158	62,400	21.23
MANAGER - RECREATION	20	44,158	62,400	21.23
SUPERVISOR - FLEET MAINTENANCE	20	44,158	62,400	21.23
SUPERVISOR - MUNICIPAL COURT	20	44,158	62,400	21.23
SUPERVISOR - WATER DISTRIBUTION	20	44,158	62,400	21.23
SUPERVISOR - WASTE WATER COLLECTION	20	44,158	62,400	21.23
SUPPORT SERVICES MANAGER	20	44,158	62,400	21.23

CITY OF CLEBURNE PAY PLAN
ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS

POSITION/TITLE	PAY GRADE	MIN	MAX	HOURLY MIN
CRIME ANALYST	21	46,405	65,582	22.31
MANAGER - GOLF	21	46,405	65,582	22.31
ACCOUNTANT	22	48,755	68,910	23.44
FIRE INSPECTOR	22	48,755	68,910	23.44
MANAGER - UTILITY BILLING	22	48,755	68,910	23.44
MUSEUM CURATOR	22	48,755	68,910	23.44
IT SUPPORT ANALYST	22	48,755	68,910	23.44
PURCHASING AGENT	22	48,755	68,910	23.44
SENIOR BUILDING INSPECTOR	22	48,755	68,910	23.44
COMMUNICATIONS MANAGER	23	51,210	72,405	24.62
PLANNER 1	23	51,210	72,405	24.62
SUPERVISOR - PLANT	23	51,210	72,405	24.62
OPERATIONS MANAGER	24	53,810	76,086	25.87
RISK MANAGER	24	53,810	76,086	25.87
SR ASST TO THE CITY MANAGER	24	53,810	76,086	25.87
CHIEF HEALTH INSPECTOR	25	56,534	79,934	27.18
ENTERPRISE SYSTEMS MANAGER - INFORMATION TECHNOLOGY	25	56,534	79,934	27.18
MANAGER - HOUSING	25	56,534	79,934	27.18
SUPERINTENDENT - GOLF	25	56,534	79,934	27.18
ECONOMIC DEVELOPMENT MANAGER	26	59,405	83,990	28.56
ENVIRONMENTAL COORDINATOR	26	59,405	83,990	28.56
GRADUATE ENGINEER	26	59,405	83,990	28.56
MANAGER - AIRPORT	26	59,405	83,990	28.56
SENIOR GIS COORDINATOR	26	59,405	83,990	28.56
SUPERINTENDENT - SANITATION	26	59,405	83,990	28.56
SUPERINTENDENT - WATER/WASTEWATER	26	59,405	83,990	28.56
BUDGET ANALYST/FINANCIAL ACCOUNTANT	27	62,400	88,234	30.00
CHIEF BUILDING OFFICIAL	28	65,582	92,685	31.53
ASSISTANT DIRECTOR OF FINANCE/CHIEF ACCOUNTANT	31	76,086	107,453	36.58
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

POSITION/TITLE	PAY GRADE	MIN	MAX	HOURLY MIN
DIRECTORS NOT ON A PAY SCALE				
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 PAY PLAN
ALL FULL TIME NON CIVIL SERVICE PERMANENT POSITIONS

Police Dept.

Job Titles	Pay Basis	1	2	3	4	5	6	7
Officer	**Hourly**	24.72	25.86	26.51	28.62	29.19	29.78	30.38
	Bi-Weekly	1,977.60	2,068.80	2,120.80	2,289.60	2,335.20	2,382.40	2,430.40
2080 HRS	**Annual Base**	**51,417.60**	**53,788.80**	**55,140.80**	**59,529.60**	**60,715.20**	**61,942.40**	**63,190.40**
Corporal	**Hourly**	31.60	32.39	33.25	34.63			
	Bi-Weekly	2,528.00	2,591.20	2,660.00	2,770.40			
2080 HRS	**Annual Base**	**65,728.00**	**67,371.20**	**69,160.00**	**72,030.40**			
Sergeant	**Hourly**	34.76	35.64	36.53	37.44	38.57		
	Bi-Weekly	2,780.80	2,851.20	2,922.40	2,995.20	3,085.60		
2080 HRS	**Annual Base**	**72,300.80**	**74,131.20**	**75,982.40**	**77,875.20**	**80,225.60**		
Lieutenant	**Hourly**	40.13	41.34	42.59	43.86	45.62		
	Bi-Weekly	3,210.40	3,307.20	3,407.20	3,508.80	3,649.60		
2080 HRS	**Annual Base**	**83,470.40**	**85,987.20**	**88,587.20**	**91,228.80**	**94,889.60**		
Assistant Chief	**Hourly**	46.66	48.00	49.34	50.68	52.04		
	Bi-Weekly	3,732.80	3,840.00	3,947.20	4,054.40	4,163.20		
2080 HRS	**Annual Base**	**97,052.80**	**99,840.00**	**102,627.20**	**105,414.40**	**108,243.20**		

Fire Dept.

Job Titles	Pay Basis	1	2	3	4	5	6	7
2920 HRS	**Hourly**	17.24	18.20	18.66	20.14	20.53	20.94	21.36
2080 HRS	**Hourly**	24.21	25.55	26.19	28.27	28.83	29.39	29.98
	Annual Base	50,340.80	53,144.00	54,487.20	58,808.80	59,947.60	61,144.80	62,371.20
Engineer		1	2	3	4	5		
2920 HRS	**Hourly**	21.88	22.44	23.00	23.58	24.18		
2080 HRS	**Hourly**	30.72	31.51	32.29	33.10	33.94		
	Annual Base	63,889.60	65,524.80	67,160.00	68,853.60	70,605.60		
Lieutenant		1	2	3	4	5		
2920 HRS	**Hourly**	24.77	25.40	26.02	26.67	27.49		
2080 HRS	**Hourly**	34.76	35.65	36.53	37.44	38.59		
	Annual Base	72,328.40	74,168.00	75,978.40	77,876.40	80,270.80		
Battalion Chief		1	2	3	4	5		
2920 HRS	**Hourly**	29.09	29.96	30.87	31.79	32.74		
2080 HRS	**Hourly**	40.83	42.06	43.33	44.63	45.97		
	Annual Base	84,942.80	87,483.20	90,140.40	92,826.80	95,600.80		
Asst Fire Chief		1	2	3	4	5		
2080 HRS	**Hourly**	47.11	48.28	49.49	50.72	52.05		
	Annual Base	97,988.80	100,422.40	102,939.20	105,497.60	108,264.00		

Prepared by Finance 9/2019

Expenditure Classification Codes

2020

CITY OF CLEBURNE

Expenditure Classification Codes
FY 2020

ACCT CODE	ACCOUNT NAME	DESCRIPTION
81	**SALARIES AND WAGES**	**Salary compensation to employees.**
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.
82	**BENEFITS**	**Benefit programs received by regular, full time employees.**
8210	Social Security Contributions	Computed by taking 6.2% of each individual's annual salary.
8220	Medicare Contributions	Computed by taking 1.45% of each individual's annual salary.
8230	Retirement Contributions	Retirement benefits are 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 1st day of the month following sixty days of employment, full time employees of the City are provided group health, accident, dental and life insurance. Beginning on the 1st of October following the employees two year service anniversary, the City will pay a portion of an employee's dependent coverage and a portion of coverage for Medicare dependents.
8250	Worker's Compensation	Insurance paid by the City for on-the-job injuries. The premium is computed by taking the employee's annual salary times a rate for the employee's classification.

Acct Code	Account Name	Description
8260	Unemployment Compensation	Insurance paid by the City for unemployment benefits, if needed.
83	**Supplies and Materials**	**Supplies are articles that are consumed or show a change in or an appreciable impairment of their physical condition, and articles liable to loss, theft and rapid depreciation.**
8301	Office Supplies	All supplies necessary for general office work.
8303	Ammunition	Ammunition for protective services.
8308	Books and Subscriptions	Books, newspapers and periodicals for departmental use.
8315	Chemical Supplies	Water treatment, Waste Water treatment, fire fighting and other chemical supplies (large quantities).
8322	Clothing	Clothing allowance, uniforms and badges.
8323	Clothing - Protective	HazMat clothing.
8336	Fuel and Lubricants	Gasoline, motor oil and grease associated with the operation of vehicles.
8343	Laundry and Cleaning Supplies	Laundry and cleaning supplies.
8350	Library Periodicals	Subscriptions and renewals for public library.
8357	Medical Supplies	Medical supplies.
8364	Minor Equipment	Equipment 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.
8388	Utility - Water and Sewer Fees	Water, Waste Water, Garbage & Drainage fees.
8399	Other Supplies and Materials	Supplies necessary for departmental operation, but not included in any of the above classifications (i.e. safety items).

Acct Code	Account Name	Description
84	**Maintenance & Repair of Land, Structures, Streets, and Infrastructure**	**Materials and Contractual Services for the maintenance and repair of grounds, structures, streets and infrastructures.**
8407	M&R-Bridges and Dams	The maintenance and repair of bridges and dams.
8419	M&R-Structures	The maintenance and repair of structures.
8431	M&R-Grounds	The maintenance and repair of grounds.
8443	M&R-Sanitary Sewer Systems	The maintenance and repair of sanitary sewer lines.
8455	M&R-Storm Sewer Systems	The maintenance and repair of storm sewer lines.
8467	M&R-Streets, Curbs, and Alleys	The maintenance and repair of streets, curbs and alleys.
8479	M&R-Walks and Fences	The maintenance and repair of sidewalks, gutters and fences.
8491	M&R-Water Mains	The maintenance and repair of water mains and lines.
8499	M&R-Other	Other maintenance and repair of structures not included in any of the above classifications.
85	**Maintenance & Repair of Equipment**	**Materials, small tools and contracted services for the maintenance and repair of equipment.**
8509	M&R-Computers	The maintenance and repair of computers.
8515	M&R-Copiers	The maintenance and repair of copiers.
8539	M&R-Instruments	The maintenance and repair of instruments.
8545	M&R-Equipment	The maintenance and repair of machinery.
8551	M&R-Meters and Settings	The maintenance and repair of meters and settings.
8557	M&R-Vehicles	The maintenance and repair of all motorized vehicles.
8559	M&R-Office Equipment	The maintenance and repair of all office equipment.
8569	M&R-Radios	The maintenance and repair of all radios.
8574	M&R-Street Lights	The maintenance and repair of all street lights.
8575	M&R-Signal Lights	The maintenance and repair of all signal lights.

Acct Code	Account Name	Description
8577	M&R-Software Packages	The maintenance and repair of all software packages.
8581	M&R-Temperature Control	The maintenance and repair of all temperature controls.
8599	M&R-Other Equipment	The maintenance and repair of other equipment not included in any of the above classifications.
86	**Contractual and Miscellaneous Services**	**Individuals or Companies contracted for a specific service for the City.**
8601	Administrative Fees	Administrative fees.
8608	Advertising	Advertising fees.
8615	Audits	Contractual annual audit cost.
8629	Codification	Recodification of all City ordinances.
8636	Communications	Telephone, fax equipment, cell phones, pagers and long distance expenditures.
8640	Depreciation/Amortization	Depreciation and amortization charges.
8643	Dues	Professional association's dues.
8650	Employee Educational Plan	Educational assistance to aid regular City employees in improving their professional skills.
8652	Fees & Permits	Fees and permits.
8657	Insurance	Premiums or payments on property, general liability and errors and omissions insurance.
8660	Postage	Postage fees.
8662	Printing	Purchased printing services.
8664	Professional Services	Contractual services with individuals or companies for general professional services.
8670	Vehicle Use Fee	Used to fund the Leased Equipment Fund.
8672	Rental of Equipment	Rental of specialized equipment and non-capitalized lease payment on other equipment
8675	Rental of Property	Rental of property.

Acct Code	Account Name	Description
8676	Rental of Property(HUD)	HUD rental payments of property.
8684	Training	Registration for short schools, police & fire academies and seminars.
8690	Travel Expenses	Expenditures of training or business trips.
8699	Other Miscellaneous Services	Services for departmental operations not included in any of the above classifications.
87	**Miscellaneous and Sundry Charges**	**Non-operating expenditures.**
8711	Bad Debt Expense	Cost of uncollectible receivables.
8727	Cost of Sales	Cost of goods for resale.
8732	Debt Principal Retirement	Debt principal payments.
8735	Debt Interest Expense	Debt interest payments.
8738	Debt Service Charges	Fees or charges expended on debt service.
8768	Penalties and Fines	Penalties and fines.
8798	Other Miscellaneous and Sundry Charges	Miscellaneous and sundry charges.
88	**Capital Outlay – Land and Structures**	**Cost, freight, installation and acquisition of land and structural properties.**
8810	Capital-Land	Capital outlay expenditures on land.
8820	Capital-Structures	Capital outlay expenditures on buildings and other structures.
8830	Capital-Sanitary Sewer Systems	Capital outlay expenditures on the sanitary sewer systems.
8840	Capital-Drainage Systems	Capital outlay expenditures on the drainage systems.
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.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
8880	Capital - Improvements	Capital costs related to non-building improvements (i.e. Sports Complex)
89	**CAPITAL OUTLAY – EQUIPMENT**	**All expenditures to cover original cost, freight and installation of equipment. (Must have value of $5,000 and more and have a useful life greater than 3 years). Also included are library books and museum artifacts.**
8910	Capital-Library Books	Purchase of library books.
8920	Capital-Museum Artifacts	Purchase of museum artifacts.
8930	Capital-Equipment	Payments for machinery and tools costing $5,000 or more and having a service life greater than three years.
8950	Capital-Vehicles	Purchase of vehicles.
8990	Capital-Other Expenditures	Other specific equipment expenditures costing $5,000 or more that are not applicable to any of the above classifications.

Fee Schedules

2020

FEE NAME

TRANSFER STATION

		Residents	Non-Residents
1.	Dumping Services		
	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	

		Pickups per week	Container Size (Yards)	Monthly Charge
4.	Commercial Trash Pickup	1	2	$ 95.14
		1	4	138.55
		1	6	185.57
		1	8	224.53
		2	2	157.80
		2	4	253.92
		2	6	300.51
		2	8	365.77
		3	2	220.19
		3	4	317.92
		3	6	419.54
		3	8	498.62
		4	2	282.83
		4	4	408.70
		4	6	538.52
		4	8	643.77
		5	2	345.46
		5	4	497.33
		5	6	653.84
		5	8	783.04
		6	2	406.26
		6	4	589.14
		6	6	788.93
		6	8	978.17
5.	Commercial Trash - Extra Pickups		2	42.27
			4	57.74
			6	75.35
			8	95.43
6.	Roll-Off Service			
	A. Initial Set Fee (any size Container)			$ 143.69
	B. Daily Rental Fee (any size Container)			5.10
	C. 20 Cubic Yard Container (per load)			293.76
	D. 30 Cubic Yard Container (per load)			395.93
	E. 40 Cubic Yard Container (per load)			493.85

ANIMAL CONTROL

		Altered	Unaltered
1.	Offense Fees (Impoundment)		
	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
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
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	

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 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	Rate per Month	
A. 0 Gallons and Over		$6.00 per 1,000 gallons
B. Service Demand Charge Each Month		
3/4" Meter	$	22.87
1" Meter		28.40
1 1/2" Meter and Larger		45.13
2. Water Usage Outside City Limits	Rate per Month	
A. 0 Gallons and Over		$7.47 per 1,000 gallons
B. Service Demand Charge		
3/4" Meter	$	29.14
1" Meter		29.14
1 1/2" Meter and Larger		45.13
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	Rate per Month	
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	Rate per Month	
A. 0 Gallons and Over		$3.86 per 1,000 gallons
B. Residential Max at 13,500 Gallons	$	66.18
C. Service Demand Charge	$	14.08
2. Water Usage - Commercial Accounts		
A. 0 Gallons and Over		$3.86 per 1,000 gallons
B. Service Demand Charge	$	14.08
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
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
A. Regular Rates		
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. Senior - Age 55 & up		
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
C. Junior - Age 16-18		
Any time of day	$ 16.00	$ 16.00
D. Junior - Age 15 & under		
Any time of day	$ 11.00	$ 11.00
Peak Season - Weekends and Holidays		
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)

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 one-half of the state fee. That fee varies depending on 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, 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

2020

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.

CONTIGENCY RESERVE An asset whose existence will be confirmed only by the occurrence or non occurrence of one or more uncertain future events not wholly within the control of the City.

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.