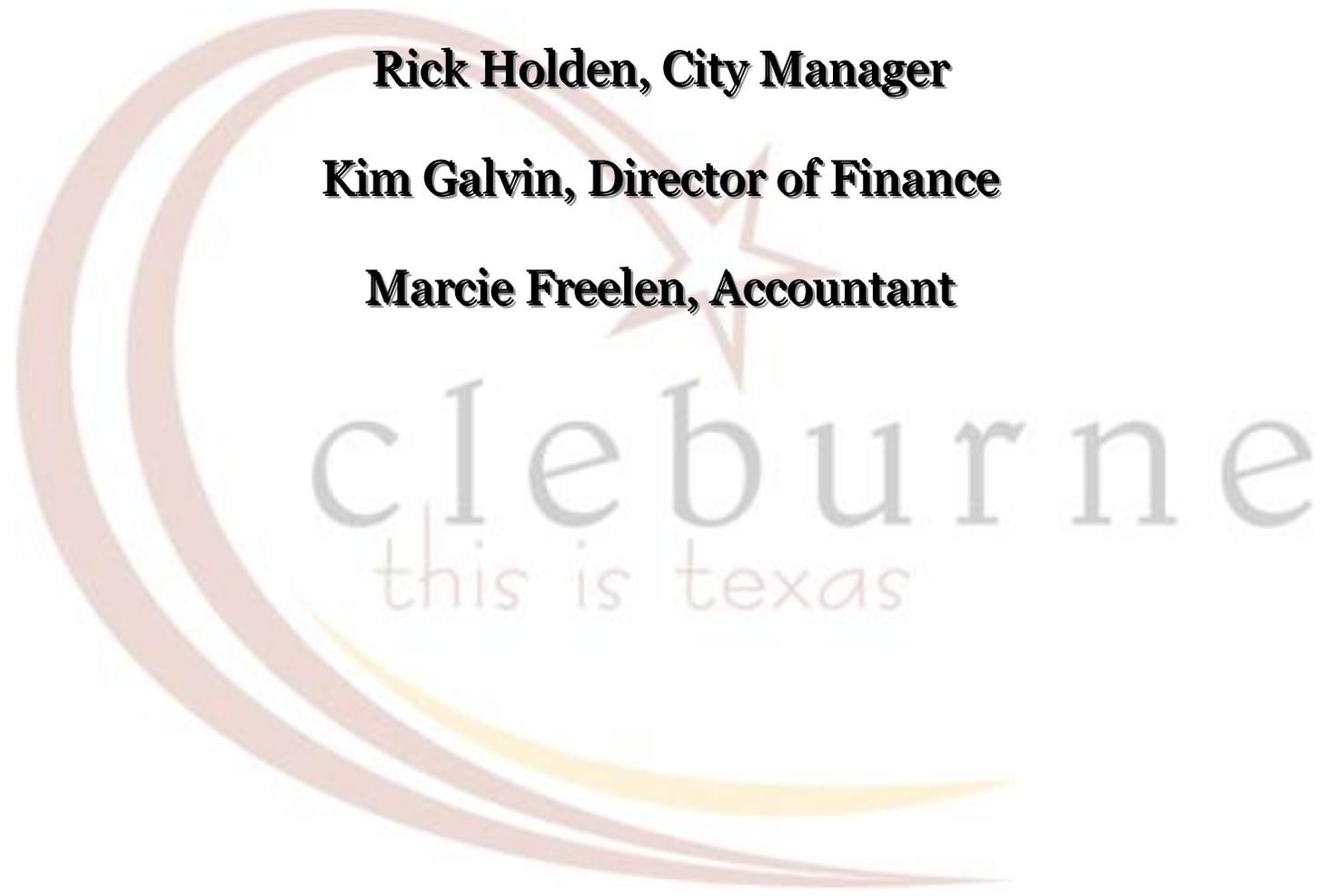


City of Cleburne, Texas 2012-2013 Annual Budget

Rick Holden, City Manager

Kim Galvin, Director of Finance

Marcie Freelen, Accountant



cleburne
this is texas



Branded 1867
re-established daily.

DESCRIPTION	PAGE NUMBER
INTRODUCTION	
Principal Officials	ii
Organizational Chart	iv
City & State Map	v
BUDGET MESSAGE	
City Manager's Budget Message	1
Budget Overview	2
Ordinances: Budget, Tax Rate, Water Rates and Wastewater Rates	13
BUDGET SUMMARY	
Budget Summary	23
All Funds Summary of Receipts & Disbursements	24
Current Revenue, Expenditures & Capital - Graphs	25
State of the City	27
Summary of Personnel by Department	29
General, Special Revenue, & Debt Service Funds Summary of Receipts & Disbursements	30
All Enterprise Funds Summary of Receipts & Disbursements	32
Three Year Comparison of All Funds Summary of Receipts & Disbursements	33
MANAGEMENT & BUDGET POLICIES	
City of Cleburne's Budget Process	36
Budget Calendar for 2012-2013 Budget	37
Summary of Significant Accounting, Fiscal, Operational, and Budgetary Policies	38
Investment Policies	45
GENERAL FUND	
Where it comes from...Where it goes	55
Summary of Receipts and Disbursements	56
Projection Reserve & Fund Balance - Graph	57
Revenues - Graphs	58
Revenues by Source	59
Revenues - Projections & Assumptions	61
Estimated Ad Valorem Tax Revenue & Distribution	71
Ad Valorem Tax - Tax Rate - General Operating & Debt Service Rate - Graph	72
Assessed Property Valuations - Graph	73
Property Tax Levies & Collections - Graph	74
General Fund Sales Tax - Graph	75
Building Permits Issued - Graph	76
How City Budgets Its Operating Dollars	77
Expenditures by Department	78
Expenditures - Graph	79
Expenditures by Division - Graph	80
DEPARTMENT DETAIL	
City Council	81
City Manager	83
City Attorney	85

DESCRIPTION	PAGE NUMBER
GENERAL FUND - CONTINUED	
City Secretary	86
Finance	88
Human Resources	90
Municipal Court	92
Information Technology	94
Non-Departmental	96
Economic Development	97
Police Services	99
Animal Services	101
Fire Services	103
Health	106
Washington Recreation Center	109
Cemetery	111
Parks and Recreation	113
Municipal Golf Course	115
Municipal Swimming Pools	117
Sports Complex	119
Building Maintenance	121
Civic Center	123
Library	125
Museum	127
Public Works	129
Engineering	131
Planning & Zoning	133
Inspections	135
Fleet Maintenance	137
Street Maintenance	139
Sanitation	141
GENERAL DEBT SERVICE FUND	
Summary of Receipts and Expenditures	143
Statement of Bonded Indebtedness	144
Debt Service Requirements	145
Schedule of Requirements	146
Schedule of Requirements - Graph	147
Ratios & History - Graph	148
2012 Debt Survey	149
Bond Issue Detail	150
SPECIAL REVENUE FUNDS	
Housing and Urban Development Fund (City HUD)	157
Hotel/Motel Occupancy Tax Fund	160
Transportation Fund	161

DESCRIPTION	PAGE NUMBER
SPECIAL REVENUE FUNDS - CONTINUED	
4B Sales Tax Fund	168
Law Enforcement Officer Standards	169
TIF - District #1	170
TIF - District #2	170
TIF - District #3	171
Emergency Management Fund	172
Certificate of Franchise	172
Mineral Leases and Royalties Fund	173
Disposal Well Fund	174
Gas Well Administration Fund	175
Development Fee Fund	178
Miscellaneous Grants Fund	179
CDBG Grant Fund	179
Court Technology Fund	180
Court Fine Fee Fund	180
Public Safety Fund	181
Child Safety Fund	181
Court Security Fund	182
Abandoned Vehicle Fund	182
Police Forfeiture Fund	183
Fire Protection Fund	183
Brazos Electric Coop Inc Fund	184
Museum Board Fund	185
Museum Donations Fund	185
Police Donation Fund	186
Parks Donation Fund	186
Library Board Fund	187
Library Donation Fund	187
Public Works Donations	188
Fire Donation Fund	188
Miscellaneous Donation Fund	189
ENTERPRISE FUNDS	
Water/Wastewater Fund	
Summary of Receipts and Disbursements	190
Rate Mitigation & Fund Balance - Graph	191
Revenues - Graph	192
Revenues By Source	193
Revenues - Projections & Assumptions	194
Expenditures - Graph	197
Water/Wastewater Non-Departmental	198
Utility Billing	199

DESCRIPTION	PAGE NUMBER
ENTERPRISE FUNDS - CONTINUED	
Water Distribution	201
Water Treatment	203
Treatment Plant Maintenance	205
Wastewater Collection	207
Wastewater Treatment	209
Airport Fund	
Summary of Receipts and Disbursements	211
Department Detail	212
Drainage Utility Fund	
Summary of Receipts and Disbursements	214
Department Detail	215
REVENUE DEBT SERVICE FUND	
Statement of Bonded Indebtedness	216
Debt Service Requirements	217
Schedule of Debt Requirements - Graph	218
Bond Coverage - Graph	219
Issue Detail	220
CAPITAL IMPROVEMENTS	
Recapitulation of Capital Projects	226
Capital Improvement Programs	228
Leased Equipment Improvement Program - Summary of Receipts and Expenditures	229
Leased Equipment Five Year Improvement Program	230
Five Year Capital Improvement Program Capitalization Policy	237
Five Year Capital Improvement Program Inclusion Policy	238
Five Year Capital Improvement Program	239
Fund 53 - Summary of Receipts and Expenditures	241
Fund 55 - Summary of Receipts and Expenditures	242
Fund 71 - Summary of Receipts and Expenditures	243
Fund 72 - Summary of Receipts and Expenditures	244
Fund 76 - Summary of Receipts and Expenditures	245
Five Year Capital Improvement Program Project Details	246
SUPPLEMENTARY & STATISTICAL SECTION	
Historical Highlights	281
Miscellaneous Statistical Data	282
Salary Schedule	283
Civil Service Salary Schedule	287
Expenditure Classification Codes	288
Boards & Commissions	294
Glossary	300



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Cleburne
Texas**

For the Fiscal Year Beginning

October 1, 2011

Linda C. Danson Jeffrey P. Snow

President

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, 2011.

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.



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

Budget Year 2012-2013

Principal Officials

Mayor Scott Cain

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

Councilman John Warren, District 4

Councilwoman Gayle White, District 2

Councilman Dale Sturgeon, District 3

Appointed Officials by Council

City Manager, Rick Holden

Municipal Judge, F. Steve McClure

Division Directors

Assistant City Manager/Public Works Director, David Esquivel

Director of Finance, Kim Galvin

Development Services Director, Jody Butler

Police Chief, Terry Powell

Fire Chief, Clint Ishmael

Human Resources Director, Debra Powledge

City Secretary, Shelly Doty

Economic Development Director, Jerry Cash

Principal Officials

City of Cleburne, Texas

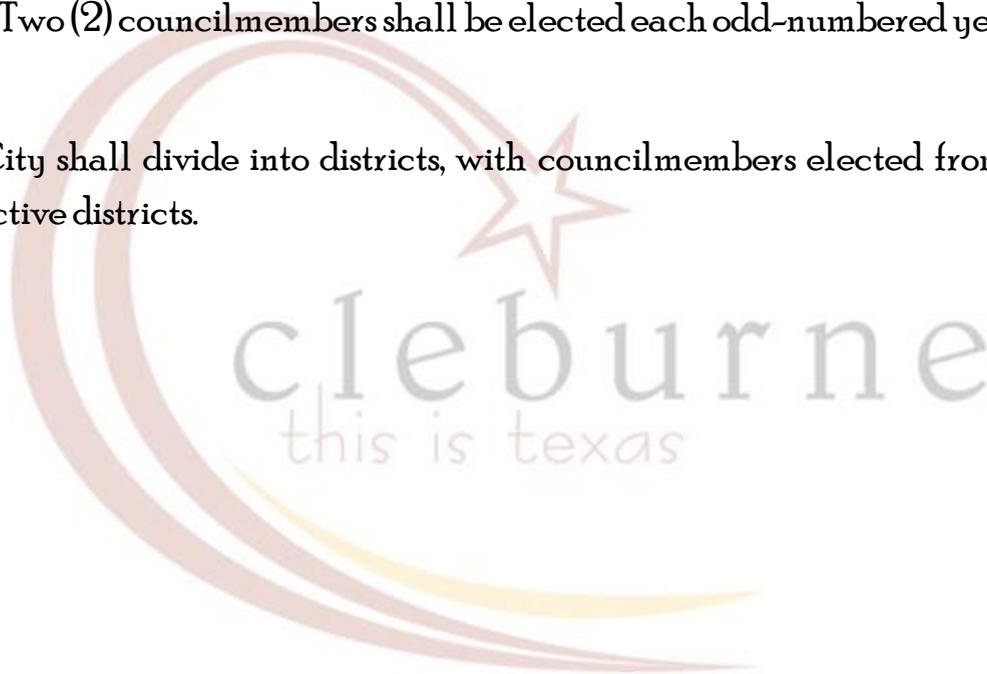
Duties of The Council and Mayor

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

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

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

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



Principal Officials

City of Cleburne, Texas



Mayor
Scott Cain



Mayor Pro Tem
Councilman, District 1
Dr. Robert Kelly



Councilwoman, District 2
Gayle White



Councilman, District 3
Dale Sturgeon



Councilman, District 4
John Warren

Principal Officials

City of Cleburne, Texas



City Manager
Rick Holden

City Secretary
Shelly Doty

Fire Chief
Clint Ishmael

**Development
Services Director**
Jody Butler

**Assistant City
Manager/Public
Works Director**
David Esquivel

Director of Finance
Kim Galvin

Police Chief
Terry Powell

**Economic
Development
Director**
Jerry Cash

**Human Resources
Director**
Debra Powledge



City Council

Municipal Judge
Steve McClure

City Secretary
Shelly Doty

City Manager
Rick Holden

Assistant City Manger/Public Works
David Esquivel

Community Services
Jody Butler

Economic Development
Jerry Cash

Police Department
Terry Powell

Fire Department
Clint Ishmael

Human Resources
Debra Powledge

Finance
Kim Galvin

Engineering
Water Utilities
Sanitation
Streets
Fleet Maintenance

4B Board
Museum
Cletran
Library
Airport
Housing
Cemetery
Park Operations & Maintenance
Building Maintenance

Industrial Development
Commercial/Retail Development
TIF 1,2 &3
Downtown Redevelopment
Conference Center
CEDF

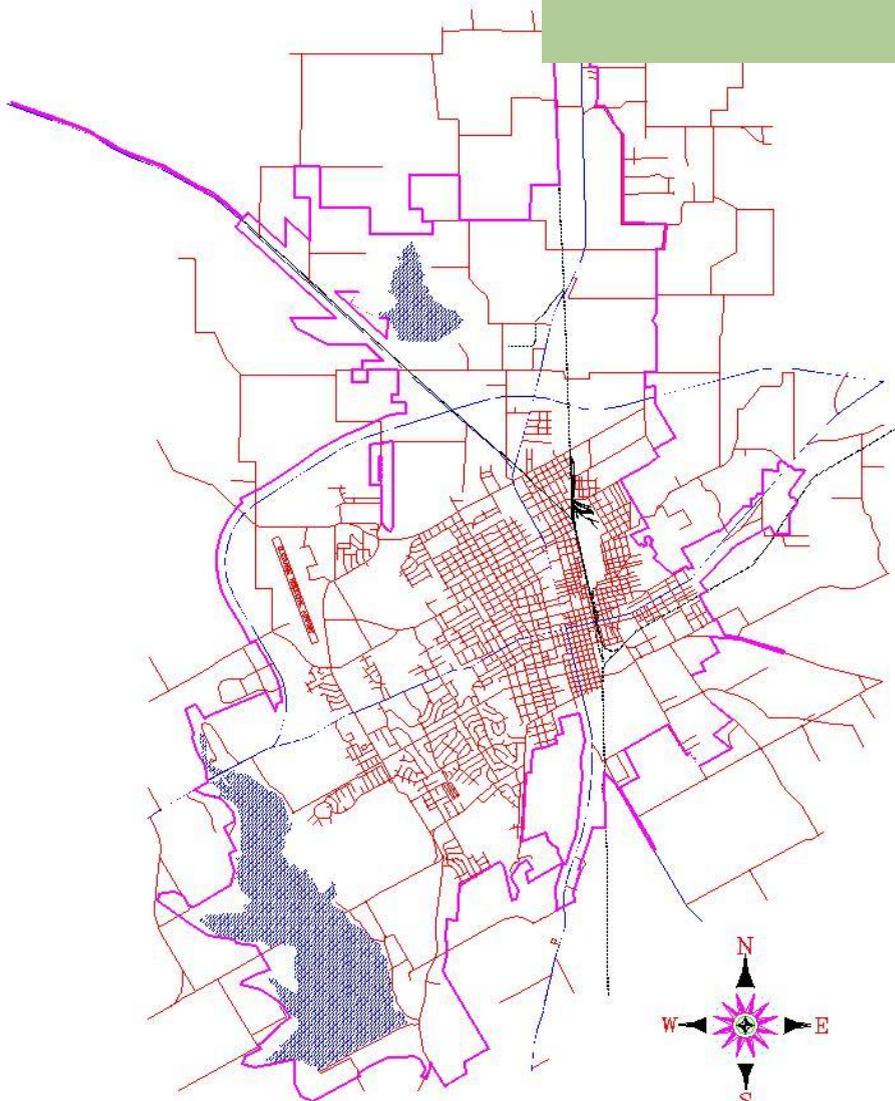
Animal Control
Patrol
CID
911 Communication
Crime Scene
Records

Operations
EMS
Fire Prevention
Emergency Management
Code Enforce
Health
Substandard Housing

Civil Service
Risk Management
Training
Benefits
Information Technology

Utility Billing
Purchasing
Accounting
Budget
Municipal Court

Texas State Map with The City of Cleburne



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

Budget Message



Mayor

Scott Cain

Mayor Pro-Tem

Dr. Robert O. Kelly

Councilmembers

Gayle White
Dale Sturgeon
John Warren

City Manager

Rick Holden

Mayor and City Council
City of Cleburne
Cleburne, Texas

Presented herewith is the FY 2012-2013 budget for the City of Cleburne. This budget is the culmination of efforts by community, staff and City Council.

For the second year in a row, there are no lay-offs, or cuts to City services. Eligible employees will receive applicable step/merit increases and a 2½ % C.O.L.A (cost of living adjustment). It has been a couple of years since employees have received increases.

This budget has been prepared by removing any subsidy from oil and gas royalties. Those royalties have trended downward in recent years, forcing the City to declare its independence from such volatile revenues.

There was a small increase in the tax rate necessary to sustain services and expenses in the General Fund. Both water & sewer funds also required increases this year.

As we anticipate future growth from the scheduled 2014 opening of SH 121, we can look ahead with positive thoughts. Significant credit goes to our Mayor and City Council for their diligence and forward planning to help assure Cleburne's future will be blessed fiscally with adequate services and a vibrant tax base.

Respectfully submitted,

Rick Holden

BUDGET OVERVIEW

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

The Budget Overview Message outlines significant changes and highlights policy issues in the 2012-2013 Budget. This document outlines major budget issues, budgetary information, and provides the City Council and citizens of Cleburne with valuable insight and understanding of the 2012-2013 Budget. This Budget reflects the philosophy of retaining the City's fiscal integrity, maintaining existing services, improving the cost-effective delivery of services, while still recommending a conservative balanced budget. With a decline in property values and sales tax, this budget was balanced through increased property tax rate and prudent expenditure forecasts.

The Annual Budget is submitted Pursuant to Article 689a 13et. Seq., Vernon's Annotated Texas Civil Statutes and the Charter of the City of Cleburne. The available resources and expenditures allocated comprise a plan for financing city services from October 1, 2012 to September 30, 2013.

BUDGET IN GENERAL

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

- (1) The Budget provides the City staff with the opportunity to present recommendations for levels of service and methods for financing those services in the coming year.
- (2) Secondly, it provides the most effective control possible for the Mayor and Council. The Council has the opportunity to judge the adequacy of the recommended programs and to set the level of City services by comparing the needs of one service with others. The Budget has been built on conservative financial principles. It reflects staff and Council commitment to maintaining necessary services and improving the quality of operations while keeping expenditures at a minimum.

The 2012-2013 Budget has been enhanced by using more charts, graphs and trend information. This format will allow the reader to obtain a better understanding of how their tax dollars and user fees are being spent. The budget document is also available on the internet for all citizens via the city homepage at www.cleburne.net.

Steps taken in preparing the 2012-2013 Budget included:

- (1) Each Department Manager was given directions to submit a budget that reduced costs to the minimum level necessary to maintain current service levels.
- (2) The Capital Improvement Program includes a Leased Equipment Improvement Program and a five-year Capital Improvement Program. All rolling stock and recurring equipment

for the general fund will be purchased through the Leased Equipment Improvement Fund. The five year Capital Improvement Program includes projects which have been approved by Council for the current year as well as departmental projections for the next four years which are used for planning purposes only. All projects will be considered in the appropriate budget year.

Procedures followed in budget preparation were:

- (1) Preparation of a budget calendar in January 2012.
- (2) Review budget with City Manager concerning highlights, issues and recommendations from June 2012 to August 2012.
- (3) Submission and discussion of the City Manager's Balanced Budget to the City Council in August 2012.
- (4) Hold a public hearing and adopted the budget on August 28, 2012.

Important Features of Budget Administration:

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

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

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

THE BUDGETARY PROCESS

The City of Cleburne's budgeting process, maintained at the departmental level, began February 14, 2012 with the Director of Finance issuing instructions and dates for the submission of revenue projections, operating budget requests and capital improvement requests. Revenue projections were due on March 16, 2012, with the analysis of projected resources for the coming year. Budget requests were to be entered into the City budget software by May 4, 2012. The City continues to utilize mBudget, a web based budgeting program by McLain Decision Support Systems. Capital Project Request forms were also due on March 1, 2012. The Director of Finance compiled the department's data and presented it to the City Manager on July 6, 2012. The City Manager reviewed the department requests, and presented the Budget to the Council on August 2, 2012 and

9, 2012. On August 28, 2012 a public hearing on the Budget was held with copies of the proposed document available to the public. Ordinances for the budget and water and sewer rates were on the agenda for approval. The ordinance for the tax rate was on the agenda for approval on September 11, 2012. See the Budget Summary Section for the complete budget process and calendar used for the Fiscal Year 2012-2013 Budget.

OVERVIEW OF ALL CITY FUNDS

This Budget reflects funds available in the amount of \$104,493,259 (\$61,118,107 current revenue and \$43,375,152 beginning balances). Total expenditures amounted to \$71,627,384. This will result in an ending balance of \$12,238,348 in all funds, as compared to \$8,486,403 budgeted the previous year.

The Budget has funded 327 full time positions and 142 part time and seasonal positions in all departments, as compared to 327 and 139 in the previous year. The step plan increase (2 ½%) is reinstated in this budget, along with a cost of living increase of 2 ½%.

Major Facilities additions and upgrades in this budget include: Railroad Museum, miscellaneous street improvements, a nature trail, animal shelter expansion, airport pavement and lighting rehabilitation, Waste Water Treatment Plant expansion, Sewer System Rehabilitation, Whitney Water Treatment Plant, and Water Line Rehabilitation.

GENERAL FUND

The General Fund is used to account for all the general revenues of the City not specifically levied or collected for other City funds and for the expenditures relating to the rendering of general services by the City. The General Fund's projected unreserved undesignated ending balance is \$8,227,865. The fund balance policy provides for a 90 day reserve, or \$7,905,550. This minimum unreserved undesignated balance may be used to finance any emergencies such as the May 1989 storm or September 1993 tornado. We will continue to maintain a 90 day reserve to ensure there are funds to accommodate any unforeseen capital or operational expenditures. The operating expenditures are proposed at \$31,622,201 and will be covered by current receipts of \$34,520,341.

Capital outlay for the 2012-2013 fiscal year totals \$97,500

- Council Roll Call System
- Time Keeping Software Solution
- Library Books
- Museum Artifacts

Ad valorem taxes for General Fund maintenance and operations will account for \$.623321 (84.15%) of the total tax rate of \$.740743 per \$100 valuation, while general debt service will account for \$.117422 (15.85%). This tax rate reflects an increase over the prior year. The effective tax rate is \$.740743. The approved tax rate will fund the 2012-2013 Budget and the current level of services. The net appraised value, less exemptions for the 2012 tax roll, was \$1,725,310,746 compared to \$1,737,065,515 for the previous year. This amounted to an \$11,754,769 decrease in the appraised value of property after tax abatements. New improvements amounted to \$7,564,743, and total tax abatement exemptions were \$34,247,473.

Of the largest revenue sources in the General Fund, the property tax category accounts for 46.17% (46.24% 2011-2012) of all General Fund estimated revenue while the Charges for Service category accounted for 21.36% (21.66% 2011-2012). The non-property tax and fees category accounts for

27.81% (28.98% 2011-2012). Sales tax receipts are budgeted to remain steady. We have collected 98% or more of the total ad valorem tax receivable for the last ten years.

Total personnel costs for the 2012-2013 General Fund Budget will be 70.61% of the total budgeted expenditures as compared to 70.93% last year. The General Fund decreased the total number of full time positions by 2 and increased the total number of part time positions by 3, or 0.80% and 2.40% respectively.

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 \$1,673,564. This program has two employees, down one from the previous year.

Hotel/Motel Occupancy Tax Fund (07)

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

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

Receipts and interest are estimated at \$268,200, with expenditures of \$265,818 in the following areas: \$210,568 to the Cleburne Chamber of Commerce and \$55,250 for City promotions. The ending balance is projected to be \$142,575.

Cleburne Transportation (CLETRAN) System Fund (08)

This fund is used to account for the revenues and expenses for the operation of the City's transportation system, Cletran. Cletran is funded by federal grants, state grants and local funds that are specifically restricted to capital improvement, administration and operation of the program. Cletran includes City, County and Urbanized transportation systems for Johnson County – population 150,934 and 710 square miles. Current operating hours are Monday through Friday 7:00 AM through 6:00 PM, and Saturdays 8:00 AM through 5:00 PM. Revenues are estimated at \$1,483,024 (\$342,674 from fares, \$1,042,542 from federal and state grant revenue, \$97,808 from County and City contributions). Expenditures are estimated at \$1,571,149, which includes 14 full time employees, and 12 part time employees. The fee of a one-way trip is \$3.00. There are other payment plans available for frequent riders, senior citizens, and customers with disabilities.

4B Sales Tax Fund (09)

This fund is used to account for the proceeds of the 4B sales tax. On August 11, 2001 the citizens of Cleburne approved a ½ cent sales tax increase, which brought the city rate to 1.5%. The state collection rate is currently 6.25%. Approved projects included a sports complex, aquatics center,

community center, railroad museum, park improvements, performing arts center and new convention center. The aquatics center, Splash Station, completed its eighth year of operation and the Sports complex completed its seventh year of operation this fall. The community center, Booker T Washington Community Center, completed its third full year of operation in 2012, while the Convention Center & Theatre Arts facility completed its second year of operations. The remaining project, the railroad museum, is planned to be completed as sales tax collections allow for funding. All maintenance and operation expenses of the completed projects are supported with revenue from this fund.

All Other Special Revenue Funds

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

- Law Enforcement Officer Standards and Education Fund (10),
- T.I.F. District #1 Fund (11),
- T.I.F. District #2 Fund (12),
- T.I.F. District #3 Fund (13),
- Emergency Management Fund (14),
- Mineral Leases And Royalties Fund (21),
- Disposal Well Fund (22),
- Gas Well Administration Fund (23),
- Insurance Recovery Repairs (26),
- Development Fee Fund (27),
- Miscellaneous Grant Fund (39),
- CDBG Grant Fund (40),
- Court Technology Fund (41),
- Court Fine Fee Fund (42),
- Public Safety Fund (43),
- Child Safety Fund (45),
- Court Security Fund (46),
- Abandoned Vehicle Fund (47),
- Police Forfeiture Fund (48),
- Fire Protection Fund (49),
- 1998 Tenaska, Inc. (Ponderosa Pine) Fund (65),
- 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),
- and 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 access general fund balance.

Performance Contract Fund (55)

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

Capital Improvement Plans

The Capital Improvement Plans account for the resources used for the construction and acquisition of capital facilities and equipment by the City. These programs will be used by the staff and Council to plan for current and future needs of the City. It is set up as two separate plans: The Leased Equipment Improvement Program and the Five-Year Capital Improvement Program. The Leased Equipment Improvement Program will fund all General Fund vehicle and equipment replacements of the City. With the Leased Equipment Improvement Program, we will now be able to know, in advance, what the future needs for capital equipment and vehicles will be. The Leased Equipment Improvement Program has a projected beginning balance of \$1,164,938. Capital purchases in this fund are funded through General Fund Department lease payments for vehicles. The City will fund the new equipment purchases in the current year of police cruisers, parks trucks, cemetery mowers, animal control truck, street backhoe, and a sanitation truck with \$700,000 as a reserve for a fire truck. This will result in an anticipated ending balance of \$741,912 at September 30, 2013.

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

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

GENERAL AND REVENUE DEBT SERVICE FUNDS

General Debt Service Funds are used to account for the payment of principal and interest on the general obligation and certificate of obligation bonds. Revenue Debt Service Funds are used to account for the payment of principal and interest on the revenue bonds of the City. The Rate Mitigation and Capital Improvement Trust Reserve, a reserve fund in the Water-Wastewater Fund, may be used to make up for a severe shortfall in funds due to the volatility of water needs because

of weather, pay for catastrophic repair events and to insure payment of principal and interest of the revenue bonds.

Summary Table of Debt Disclosures

	Principal and Interest Due					
	Principal Balance 10-01-2012	2013	2014	2015	2016	2017
General Obligation Bonds	\$ 19,843,413	\$ 2,525,675	\$ 2,522,193	\$ 2,523,133	\$ 2,522,720	\$ 2,522,580
Certificates of Obligation	2,297,000	107,959	107,959	107,959	107,959	107,959
Self-Supporting Certificates of Obligation	16,490,000	2,050,447	1,176,743	1,180,043	1,182,343	1,183,643
Revenue Bonds	68,315,000	6,216,360	6,217,801	6,211,906	6,213,535	6,210,902
Total principal to be Repaid	<u>\$ 106,945,413</u>					
Total Due by Year End (Principal and Interest)		<u>\$ 10,900,441</u>	<u>\$ 10,024,696</u>	<u>\$ 10,023,041</u>	<u>\$ 10,026,557</u>	<u>\$ 10,025,084</u>

General Debt Service Funds

The General Debt Service Fund, which is the interest and sinking fund for the payment of principal and interest on outstanding debt, will require \$3,713,118 for principal, interest and agent fee payments during the 2012-2013 fiscal year. The outstanding balance at October 1, 2012 of all seven issues is \$38,630,413 with an original balance of \$43,515,413. The 2007 Refunding and Improvement Bonds are self-supported taxable issues that are paid for by the 4B Sales Tax. The 2010 taxable bond series is paid for by the mineral and royalty fund. The balance of these two issues is \$16,490,000 at October 1, 2012. All debt issues, except the self-supported issue, will require a tax distribution of \$.117422 or 15.85% of the current tax rate of \$.740743 per \$100 valuation. As a Home Rule Texas City, the City of Cleburne is not limited by law in the amount of debt it may issue.

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

Year	Title	Original Issue	Balance 10-01-2012
2004	General Obligation Refunding Bond	3,825,000	2,265,000
2008	General Obligation Refunding Bond	10,890,000	9,155,000
2009	Certificates of Obligation	2,297,000	2,297,000
2010	General Obligation Refunding Bonds	5,848,413	5,813,413
2011	General Obligation Refunding Bonds	2,655,000	2,610,000
	SUB-TOTAL TAX SUPPORTED	25,515,413	22,140,413
2007	Refunding Certificates of Obligation	16,280,000	15,620,000
2010	Taxable Bonds	1,720,000	870,000
	SUB-TOTAL SELF-SUPPORTED DEBT	18,000,000	16,490,000
	TOTAL	\$ 43,515,413	\$ 38,630,413

The 2004 General Obligation Refunding Bonds were issued to refund the taxable Brazos Electric Effluent Water Line Improvement Bonds. The 2008 General Obligation Refunding Bonds were issued to refund the 1998 general improvement bonds. The 2009 issue was issued to complete

funding for a Energy Conservation Project. This project has guaranteed savings and revenue recapture each year through the Performance Contractor, Siemens Building Technologies, to pay for all associated State Energy Conservation Office LoneSTAR revolving loans and this bond issue. The 2010 Series Refunding Bonds were issued to refund the 2001 General Improvement Bonds. The 2011 Series Refunding Bonds were issued to refund the 2004 Certificates of Obligation.

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

The policy of the City has been not to issue any debt that has not been necessary in order to maintain existing services, and when issued to hold the term as short as possible. This policy has allowed the City to issue debt without affecting other City services. The City has maintained an A+ (General) and an AA- (Revenue) rating from Standard & Poor's Corporation, an Aa 3 (General and Revenue) from Moody's Investors Service and an AA- (General and Revenue) rating from Fitch, IBCA. The City's general obligation bonded debt issuances are not subject to any legal limitation; however, the property tax rate is limited to \$2.50 per \$100 of assessed value of real personal property. The current tax rate of \$.740743 per \$100 valuation is broken down as follows: \$.117422 per \$100 valuation for Debt Service (Interest & Sinking) and \$.623321 per \$100 valuation for General Fund (Maintenance & Operating) which is well below the \$2.50 per \$100 valuation limit.

Revenue Debt Service Fund

The Revenue Debt Service Fund will require an expenditure of \$6,216,359.64 for the year. The outstanding balance at October 1, 2012 of all six issues is \$68,315,000 with an original balance of \$80,125,000.

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

Year	Title	Original Issue	Principal Balance 10-01-2012
2005	Water & Sewer Refunding Bond	41,960,000	33,450,000
2006	Water & Sewer Refunding Bond	12,875,000	10,165,000
2009A	Water & Sewer Revenue Bond	1,180,000	1,180,000
2009B	Water & Sewer Revenue Bond	4,750,000	4,750,000
2010	Water & Sewer Revenue Bond	14,500,000	14,500,000
2010	Water & Sewer Refunding Bond	4,860,000	4,270,000
TOTAL		\$ 80,125,000	\$ 68,315,000

The 2005 bonds were issued to refund parts of the 1997, 1999, and 2001 debt issues and to pay for costs associated with the refunding. The net present value benefit of the refunding amounted to \$1,787,278. In June 2006 bonds were issued to refund the Series 1997 Waterworks and Sewer System Refunding and Improvement Revenue Bonds in the amount of \$6,595,000. An additional \$6,300,000 was also issued to fund the construction of the infrastructure for three new Cleburne Schools. Also included in this bond issue were funds to complete a master plan review that will enable the City to adequately plan and prepare for anticipated City growth. In 2009 the Texas Water Development Board awarded the City of Cleburne financial assistance through its Water Infrastructure Fund (WIF). This fund enables the city to issue bonds at a more favorable interest

rate and defer interest and principal payments for up to ten years or one year after project construction completion. Subsequent to this award the City of Cleburne issued Series 2009A, 2009B, and 2010 bonds for infrastructure improvements to the water delivery system. Series 2009A will fund the design and permitting for a 5.0 MG expansion to the City's existing water treatment plant. Series 2009B will fund the design and permitting for the development of the Lake Whitney Water Supply including the deep water intake valve, a scalping station and water pipe line that will intersect with the existing Lake Aquilla pipe line. Series 2010 will fund the 5.0 MG water treatment plant expansion construction, aluminum domes for the clear wells, and a 20 inch water line from the water treatment plant to the upper pressure plane. Series 2010 Refunding Bonds were issued to refund the Series 2001 System Improvement Bonds.

ENTERPRISE FUNDS

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

Water/Wastewater Fund (60)

Receipts for the Water/Wastewater Fund are estimated at \$19,167,303. Current expenditures for the Water/Wastewater Fund are estimated at \$14,238,896 which includes \$2,165,500 in one-time capital expenditures. Debt service interest payments of \$2,375,378 are also included in this estimate. Additionally, a debt service principal payment of \$3,830,000 and a \$2,250,000 reimbursement for General Fund administrative services is included in this budget.

The City Council has mandated a minimum of three months (90 days) operating expenditures or \$2,383,255 in the projection or rate mitigation reserve for this fund. This policy will help to ensure there are adequate funds to operate, on a temporary basis, even if emergency conditions existed. A senior lien debt reserve was established in 2010-2011. The ending cash balance of the fund is estimated at \$267,866, and the Water/Wastewater Rate Mitigation Reserve ending balance is estimated at \$2,873,739. The senior lien debt reserve will have a balance of \$496,343. The TWDB payment reserve will have a balance of \$20,144. An additional \$4,250,000 capital reserve and a \$100,000 contingency reserve are also included. The combined rate mitigation and ending fund balances provide the city with a total estimated reserve of \$8,008,092 or 302.38 days.

A waste water rate increase of six percent (6%) is included in the 2012-2013 Budget. The service demand charge was increased to \$11.20 per month, a \$0.63 increase over last year's service demand charge of \$10.57. The rate per gallon up to 13,500 gallons will be \$3.43 with a residential maximum of \$57.57. Wastewater revenue is projected to increase from \$6,708,833 in 2011-2012 to \$7,268,024 in 2012-2013.

Water revenues are budgeted to increase from \$10,833,430 in 2011-2012 to \$11,576,679 in 2012-2013. The annual water rate review lead to the adoption of six percent (6%) water rate increase. The service demand charge will increase to \$20.05 per month, a \$1.14 increase over last year's service demand charge of \$18.91. The rate per 1,000 gallons will be \$5.34.

This increase in rates will provide adequate revenue to cover expenditures and to obtain the necessary water and waste water revenue bond coverage. This increase is consistent with our past history of increases. Future increases are expected to average approximately 2.5% to fund our water system delivery and wastewater system improvements.

Capital expenditures amount to \$2,165,500. An additional \$4,250,000 capital reserve was also funded for future capital improvements to the water and wastewater systems. The current capital improvements include:

- Water Distribution maintenance trailer, 2 trucks, and GIS software and hardware
- Water Treatment 2 trucks and skid steer
- Water Maintenance cargo van
- Wastewater Collection dump truck
- Wastewater Treatment 2 mowers, utility vehicle, and 2 sludge feed pumps

System Rehabilitation expenditures amount to \$1,700,000.

- Water System \$850,000
- Wastewater System \$850,000

Airport Fund (61)

The Airport Fund was created in order to make the airport self-sustaining. We have continued to make improvements to the Airport with Airport revenue and grant funds. With recent gas well development on Airport property and the opening of a fuel station, receipts have begun to increase. Receipts for the Airport Fund are estimated at \$882,500. Revenue estimates include charges for services at \$160,000, fuel revenue at \$690,000 and Mineral and Lease Royalty revenue of \$24,000. Expenditures for the Airport Fund operations are estimated at \$1,331,898 and \$100,000 being transferred to the General Fund to pay for administrative costs.

Capital expenditures amount to \$278,000

- Wash rack
- Runway lighting
- Rehab and Remark Runway

Drainage Utility Fund (63)

The Drainage Utility Fund was created in order to have a separate user fee to pay for the drainage needs of the City. This program is charged with the operation and maintenance of the flood management program in accordance with the storm water master plan. Through proper management and adherence to State and Federal regulations we strive to operate and maintain an effective drainage water system to protect the citizens against flooding. This Fund provides for minor drainage installation, maintenance, and operation of the water drainage systems, creek maintenance, and cleaning along the major and lesser water sheds throughout Cleburne. Drainage Utility revenue is budgeted at \$551,300. The minimum residential lot is charged \$2.75/ month. All employees were eliminated through attrition in 2010-2011 to allow for additional funds to be utilized for rehabilitation and improvements to the drainage system. Expenditures are budgeted at \$240,655. A reserve for future projects of \$350,000 was allocated in this budget. The ending balance is estimated to be \$114,623.

LONG TERM ISSUES

Since the year 2000, the State of Texas has seen recession, robust growth, national and coastal disaster, drought, and skyrocketing fuel prices. Through these ever changing economic conditions, the City of Cleburne has remained strong and viable. Mineral and Lease royalties have provided funding for capital improvements without increasing taxes since 2004. In 2001 the City created a Tax Increment Finance District (TIF) in our industrial park in order to attract new commercial and industrial businesses. An additional TIF has been added in the northwestern portion of the

community to fund infrastructure and service improvements as the city prepares for the growth associated with the completion of U.S. Highway 121. The city also employees tax abatements and Local Government Code 380 agreements to further stimulate the economy. By continually reviewing our infrastructure, we hope to ensure future economic success in Cleburne. We are in the process of revisiting the 20 year water and wastewater master plan for the City, as well as implementing previous plans to ensure industrial, residential, and retail customers continue to enjoy unrestricted water use.

In August 2001, the voters of the City approved an additional ½ cent sales tax increase to fund 4B Economic Development projects. To date the 4B Board has completed the aquatics facility, Splash Station, the Youth Sports Complex, the Booker T Washington Community & Recreation Center and many improvements to our City parks. In addition, the Cleburne Convention Center rehabilitation and construction was completed in the Spring of 2010. 4B sales tax dollars pay for the projects as well as the maintenance and operations cost associated with the completed facilities.

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

CONCLUSIONS

The Annual Budget represents the single most important series of decisions made by the City Council in any year. The conclusions reached during the budget process will determine the quality of public service to be provided and, to a significant extent, the quality of life for Cleburne residents. The Annual Budget is a Policy Document, a Financial Plan, an Operations Guide and a Communications Device that is intended to give the citizens of Cleburne a better understanding of the services available to them and the cost of those services.

ORDINANCE

NO. OR08-2012-32

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, 2012 THROUGH SEPTEMBER 30, 2013; PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year October 1, 2012 to September 30, 2013 has been prepared by Rick Holden, City Manager for the City of Cleburne, Texas; and

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

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

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

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

WHEREAS, the budget has been considered at workshops on August 2, 9, and 14, 2012; and

WHEREAS, in the proposed budget, the City Council will reinstate the step increases previously granted to civil services employees, its intent is to increase each eligible employee by only one step on their anniversary date unless they are maxed out of their current rank. Stated another way, each civil service employee will remain on the same step on October 1, 2012 as he or she occupied on September 1, 2012, and will, if not otherwise at the maximum or "top" step, move up only one step on each employee's anniversary date. The City Council is expressing through this Ordinance its intent to specifically disclaim any "across the board" and/or retroactive increases for any step increases frozen during fiscal years 2010-2012; and

WHEREAS, in the proposed budget, the City Council will reinstate the step increases previously available to non civil service employees based upon performance, its intent is to make available only one performance step or merit increase during the budget year the increases are reinstated. There will be no across the board and/or retroactive increases for step increases frozen during fiscal years 2010-2012; and

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

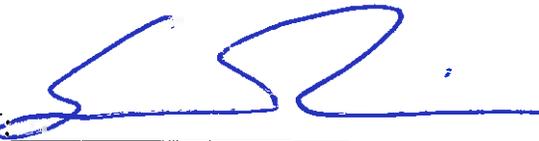
NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS, THAT:

SECTION ONE. The budget, as filed for fiscal year from October 1, 2012 to September 30, 2013, is hereby ratified, adopted and approved.

SECTION TWO. This Ordinance shall be passed and it shall have effect and be in full force from October 1, 2012 forward.

PASSED AND APPROVED this the 28th day of August, 2012 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: 

Scott Cain, Mayor

ATTEST:



Shelly Doty, City Secretary

ORDINANCE

NO. OR09-2012-35

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEBURNE, TEXAS SETTING THE 2012 TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF CLEBURNE, TEXAS FOR FISCAL YEAR 2012-2013; THIS TAX LEVY WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE; THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.56 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$54.05; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED; ASSESSING PENALTY AND INTEREST FOR THE NON-PAYMENT OF SUCH TAXES WITHIN THE TIME SET; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council finds that a tax for the year 2013, hereinafter levied for current expenses of the City levied to provide the revenue requirements of the budget for the fiscal year 2012-2013; and

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

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

SECTION ONE. For the current expenses of the City and for the general improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the year 2012 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 \$.740743 on the \$100.00 assessed valuation of such property, which is equal to the effective tax rate; the debt portion of the tax rate being \$.117422 and the maintenance and operations portion of the tax rate being \$.623321.

SECTION TWO. That all ad valorem taxes shall be paid before the 1st day of February, 2013, and taxes not paid by that date shall be delinquent and all persons or property owners failing to pay any taxes owing on or before its delinquent date shall be charged interest at the rate of one percent (1%) for each month or fraction thereof; and in addition, shall be charged a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent plus one percent (1%) for each additional month or fraction thereof the tax remains unpaid prior to July 1st of the year in which it becomes delinquent. However, a tax delinquent on July 1st incurs a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. Such penalties shall not bear interest.

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

SECTION FOUR. This Ordinance shall become effective and be in full force from October 1, 2012 forward, and it is so ordained.

PASSED AND APPROVED this the 11th day of September, 2012 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: 

Scott Cain, Mayor

ATTEST:



Shelly Doty, City Secretary

ORDINANCE

NO. OR08-2012-33

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

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

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

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

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

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

(1) For utility accounts inside city limits.

<i>Water Usage</i>	<i>Rate per Month</i>
0 gallons & over	\$5.34 per 1,000 gallons
Service Demand Charge	\$20.05 per month

(2) For utility accounts outside city limits.

<i>Water Usage</i>	<i>Rate per Month</i>
0 gallons & over	\$6.65 per 1,000 gallons
Service Demand Charge	\$25.93 per month

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

For utility accounts inside city limits:	
Service Demand Charge Each Month	
¾" Meter	\$ 20.05
1" Meter	33.90
1 ½" Meter	113.09
2" Meter	339.26
2 ½" Meter	339.26
3" Meter and larger	339.26

For utility accounts inside city limits:	
Per 1000 Gallons Charge Each Month	
0 gallons and over, per 1,000 gallons	\$ 5.34

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

SECTION TWO. All other Sections and Subsections of said ordinance shall remain in full force and effect and are not waived, amended or changed in any manner.

SECTION THREE. Any person, firm, corporation, agent or employee thereof who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined not to exceed Five Hundred and No/100 dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION FOUR. The caption of this Ordinance shall be published twice within ten (10) days of its passage in a newspaper of general circulation in the City of Cleburne, in compliance with the provisions of Article III, Section 51, of the City Charter.

SECTION FIVE. This Ordinance shall become effective and in full force on October 1, 2012 and upon its publication as required by law.

PASSED AND APPROVED this the 28th day of August, 2012 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY: 

Scott Cain, Mayor

ATTEST:



Shelly Doty, City Secretary

ORDINANCE

NO. OR08-2012-34

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

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

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

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

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

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

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

<i>Water Usage</i>	<i>Rate per Month</i>
0 gallons & over	\$3.43 per 1,000 gallons
Residential maximum at 13,500 gallons	\$57.57
Service Demand Charge	\$11.20 per month

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

<i>Water Usage</i>	<i>Rate per Month</i>
0 gallons & over	\$3.43 per 1,000 gallons
Service Demand Charge	\$11.20 per month

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

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

For utility accounts inside and outside city limits:	
Service Demand Charge Each Month	
3/4" Meter	\$ 11.20
1" Meter	19.35
1 1/2" Meter	43.59
2" Meter	77.45
2 1/2" Meter	121.07
3" Meter and larger	181.60

For utility accounts inside and outside city limits:	
Per 1,000 Gallons Charge Each Month	
0 gallons and over, per 1,000 gallons	\$ 3.43
There shall be no maximum water usage used to compute a Multi-Family unit wastewater account.	

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

The person responsible for industrial waste discharge is responsible for the following charges: Service Demand Charge, Volume biological oxygen demand (BOD), total suspended solids (TSS), and total dissolved solids (TDS) in accordance with the following rate table:

Service Demand Charge, per month	\$ 11.2000
Volume Charge, per month, per 1,000 gallons	4.5995
BOD, per lb., per month	0.4295
TSS, per lb., per month	0.4005
TDS, per lb., per month	0.2119

SECTION THREE. All other Sections and Subsections of said ordinance shall remain in full force and effect and are not waived, amended or changed in any manner.

SECTION FOUR. Any person, firm, corporation, agent or employee thereof who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined not to exceed Five Hundred and No/100 Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION FIVE. The caption of this Ordinance shall be published twice within ten (10) days of its passage in a newspaper of general circulation in the City of Cleburne, in compliance with the provisions of Article III, Section 51, of the City Charter.

SECTION SIX. This Ordinance shall become effective and in full force on October 1, 2012 and upon its publication as required by law.

PASSED AND APPROVED this the 28th day of August, 2012 at a Regular Meeting of the City Council of the City of Cleburne, Texas.

CITY OF CLEBURNE

BY:



Scott Cain, Mayor

ATTEST:


Shelly Doty, City Secretary

Budget Summary

City of Cleburne Budget Summary

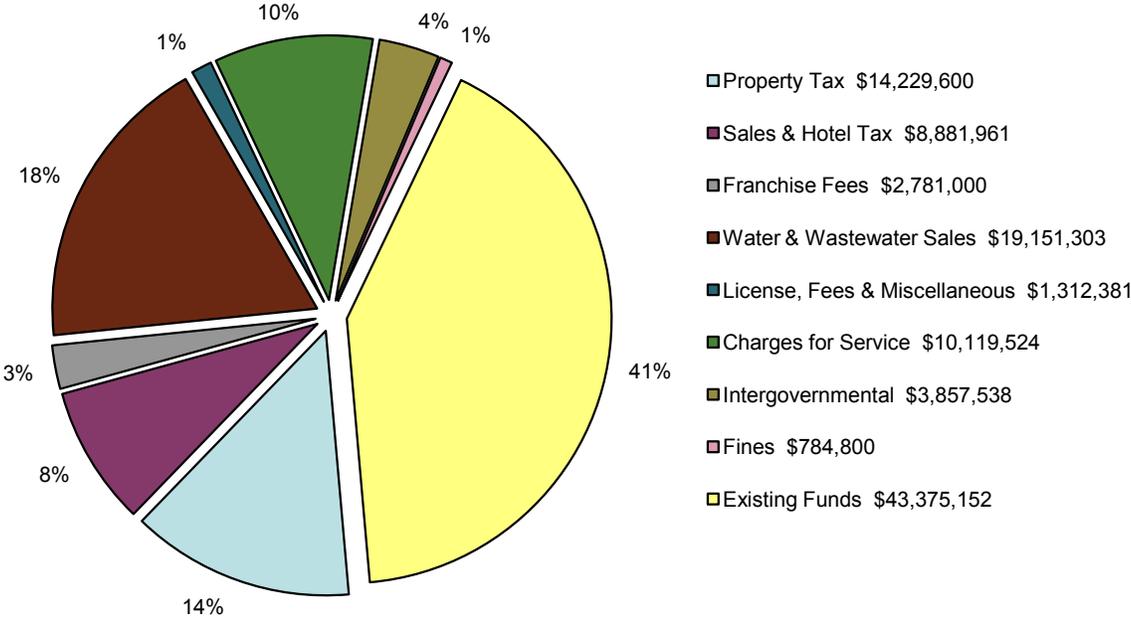
- The 2012-2013 budget for the City of Cleburne is the fiscal plan for this City for the next fiscal year. In this budget, city goals and objectives are set forth, including capital improvement projects.
- The 2012-2013 budget includes funding for the following municipal services
 - Police & Fire Protection
 - 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 \$104,493,259
- Expenditures include personnel costs, supplies, equipment, contractual services, debt service, and capital improvements.
 - Expenditures and disbursements are projected to be \$71,627,384
- Capital Improvements include:
 - Water-Wastewater line improvements & expansion
 - Street Program
 - Downtown Improvements
 - Recycling Stations
 - Leased Equipment Improvement Program
 - Facility Improvements
 - Nature Trail
 - Animal Shelter Expansion
 - Airport runway rehabilitation

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts & Disbursements
2012-2013

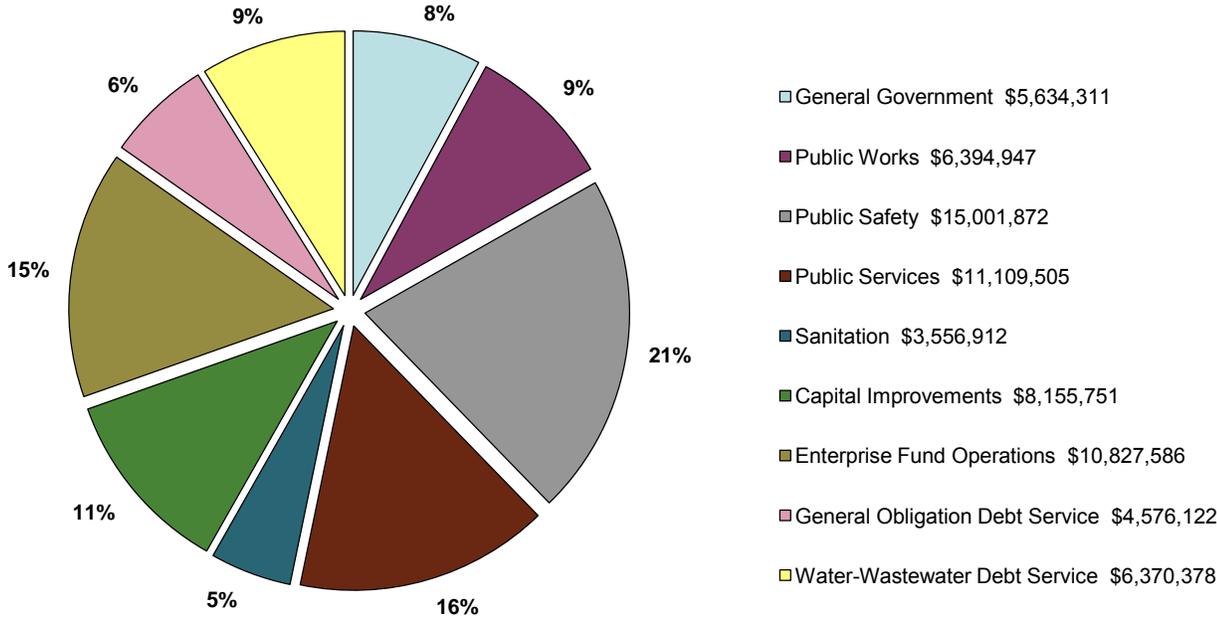
	General & Leased Improvement Funds	Special Revenue Funds	Debt Service Fund	Enterprise Fund	Capital Projects Fund	Total All Fund Types
Revenues	\$ 31,175,929	\$ 9,325,575	\$ 2,000	\$ 20,611,603	\$ 3,000	\$ 61,118,107
Transfers In	3,994,386	391,904	5,406,831	-	1,373,384	11,166,505
Total Receipts	35,170,315	9,717,479	5,408,831	20,611,603	1,376,384	72,284,612
Expenditures	32,092,701	7,822,312	5,717,506	25,256,215	738,650	71,627,384
Transfers Out	2,951,143	3,876,459	-	3,350,519	988,384	11,166,505
Total Disbursements	35,043,844	11,698,771	5,717,506	28,606,734	1,727,034	82,793,889
Revenues Over/(Under) Expenditures	126,471	(1,981,292)	(308,675)	(7,995,131)	(350,650)	(10,509,277)
Beginning Fund Balance	9,543,306	8,858,681	725,826	23,023,394	1,223,945	43,375,152
Projection Reserve	(8,855,550)	(3,681,752)	-	(8,090,226)	-	(20,627,528)
Ending Fund Balance	\$ 814,227	\$ 3,195,638	\$ 417,151	\$ 6,938,037	\$ 873,295	\$ 12,238,348

Current Revenue, Expenditures & Capital

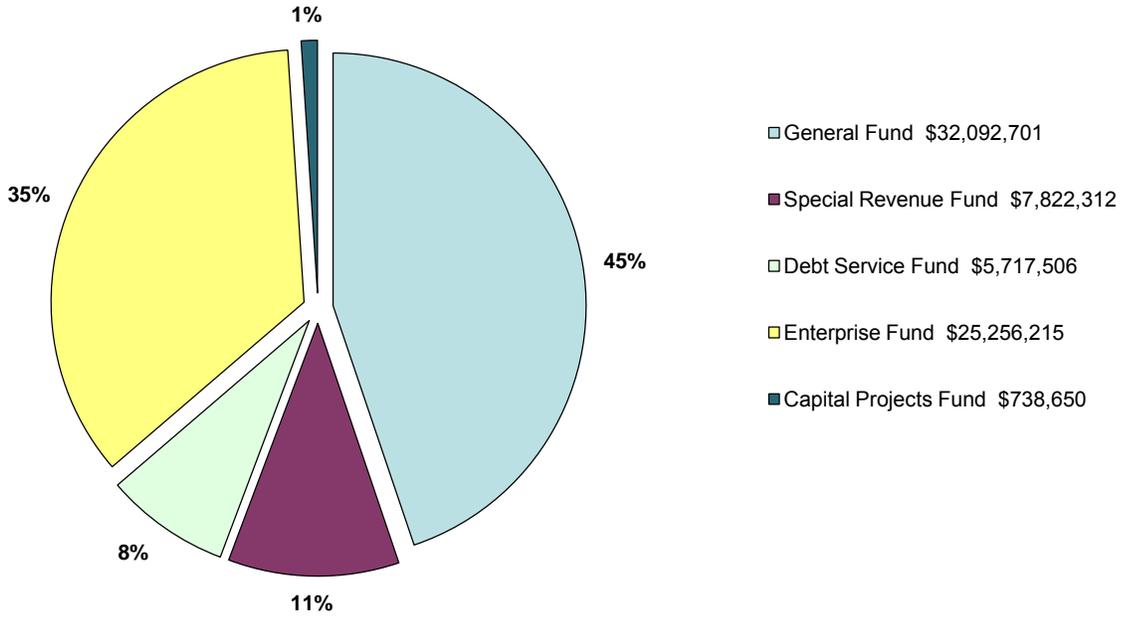
Current Revenue \$104,493,259



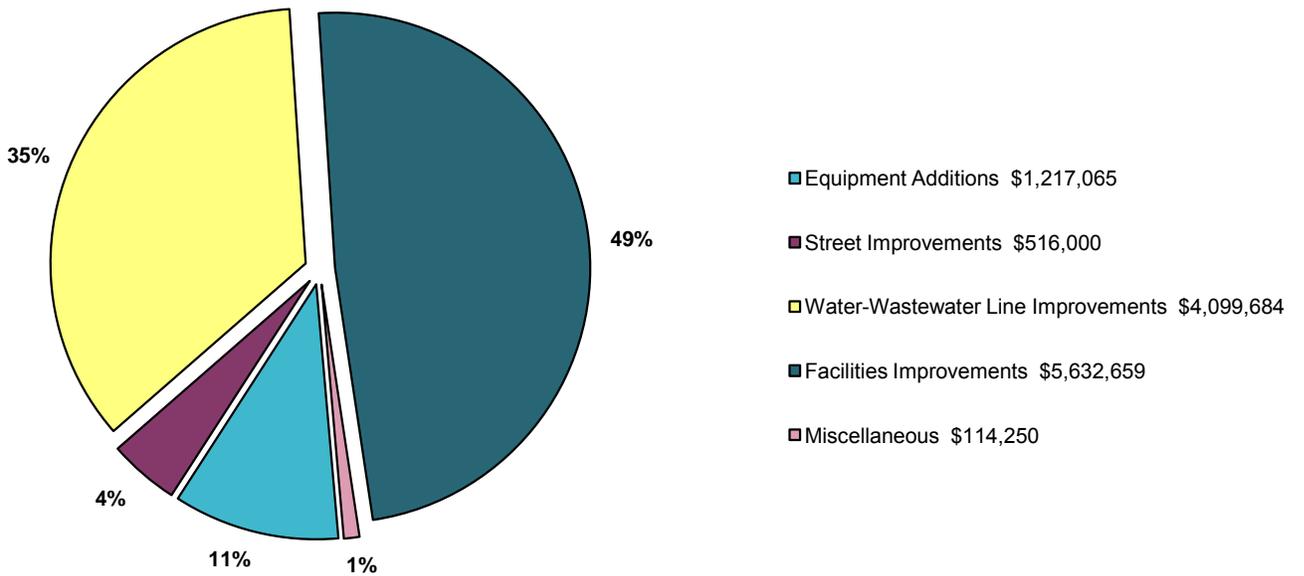
Current Expenditures \$71,627,384



Current Expenditures by Fund \$71,627,384



Current Capital Expenditures & Current M&R Streets & Water Lines \$11,579,658



State of the City. . .Budget Year 2012-2013

FINANCIAL	
OPERATING BUDGET	
General Fund (Government Services)	\$ 32,092,701
Enterprise Funds (Utilities)	25,256,215
Debt Service Fund (Principal & Interest on Debt)	5,717,506
Special Revenue Fund (Specific Projects)	7,822,312
Capital Projects Funds	738,650
TOTAL	71,627,384
BONDED INDEBTEDNESS	
General Obligation Bonds (Partially Self-Supported), Section E	38,630,413
Bond Ratings: Moody's: Aa 3 Standard & Poor's: A+ Fitch: AA-	
Water and Sewer Bonds, Section H	68,315,000
Bond Ratings: Moody's: Aa 3 Standard & Poor's: AA- Fitch: AA-	
EMPLOYEES	
MUNICIPAL EMPLOYEES (Fiscal Year 2011-2012 had 327 Filled Positions)	
Uniformed (Police & Fire)	114
Technical/Skill Labor	138
Management/Clerical	75
TOTAL FULL TIME EMPLOYEES	327
DEPARTMENTAL ACTIVITIES	
AIRPORT	
Airport Arrivals & Departures/Year	5,000
CEMETERIES	
Cemetery Sites (Developed Acres)	101
Cemetery Sites (Undeveloped Acres)	30
Grave Openings & Closings	205
Grave Spaces Sold	100
CITY SECRETARY'S OFFICE	
Agenda packets prepared for Council, Directors and Press	56
Official documents scanned, indexed and filed	8,000
Elections held	2
Calls and citizen inquiries handled by receptionist	24,000
Open records requests processed	765
CIVIC CENTER	
Events Held	1,700

State of the City. . .Budget Year 2012-2013

DEPARTMENTAL ACTIVITIES (CONTINUED)

COMMUNITY DEVELOPMENT	
Building Permits Issued (2011-2012)	350
Building Standards Inspections	80
Food Service Establishments Inspections	450
Average Number of Houses Per Residential Sanitation Route	800
Tons of Waste Transferred	50,000
Animal Control Service Calls	3,500
HUMAN RESOURCES	
Training Sessions	24
INFORMATION TECHNOLOGY	
Number of Helpdesk Requests	5,000
LIBRARY	
Circulation	125,000
PARKS AND RECREATION	
Park Sites	15
Public rounds of golf played	28,000
Tennis Courts	4
Swimming Pool Visitors	43,554
PLANNING	
Plats Reviewed	13
Rezoning Applications Reviewed	13
PUBLIC SAFETY	
Calls for Service - Police	35,000
Arrests	2,250
Traffic Citations Issued	11,000
Response Time after Dispatch (Minutes)	
Police	5.00
Fire & Squad #1 Emergency Medical	4.15
SUPPORT SERVICES	
Number of Vehicles and Equipment Maintained	400

Summary of Personnel by Department

(Full Time and Part Time Positions)

Department	2010-2011 Budget		2011-2012 Budget		2012-2013 Budget		
	Full	Part	Full	Part	Full	Part	
0131	City Council	0	0	0	0	0	0
0132	City Manager	3	0	3	0	3	0
0133	City Attorney	0	0	0	0	0	0
0134	City Secretary	4	2	4	2	4	2
0135	Finance	7	0	7	0	7	0
0136	Human Resources	4	0	4	0	4	0
0137	Municipal Court	4	0	4	0	4	0
0138	Information Technology	5	0	5	0	5	0
0139	Non-Departmental	1	0	1	0	1	0
0140	Economic Development	2	0	2	0	2	0
0141	Police Services	75	2	73	1	73	1
0143	Animal Services	4	0	4	0	4	0
0147	Fire Services	56	0	55	0	55	0
0148	Health	5	0	5	0	5	0
0150	Community Recreation Center	2	1	2	2	3	3
0152	Cemetery	7	0	7	0	5	1
0153	Parks and Recreation	10	1	8	4	8	4
0155	Municipal Golf	12	6	9	7	8	8
0156	Municipal Swimming Pools	2	82	2	99	2	99
0157	Sports Complex	5	0	6	5	6	5
0161	Building Services	3	0	3	0	4	0
0162	Civic Center	0	0	0	0	0	0
0163	Library	6	1	6	1	6	1
0165	Museum	2	1	2	1	2	1
0171	Public Works	2	1	1	1	1	1
0172	Engineering	2	1	2	1	2	1
0173	Development Services	2	0	0	0	0	0
0174	Planning & Zoning	1	0	1	0	1	0
0176	Inspections	2	0	3	0	3	0
0178	Fleet Maintenance	7	0	5	1	5	1
0179	Street Maintenance	13	0	13	0	13	0
0191	Sanitation	20	0	14	0	13	0
SUBTOTAL - General Fund		268	98	251	125	249	128
6039	Water/WWater Non-Depart.	0	0	0	0	0	0
6081	Utility Billing & Revenue	8	0	5	0	5	0
6083	Water Distribution	12	0	14	0	10	0
6084	Water Treatment	12	0	12	0	12	0
6090	Treatment Plant Maintenance	4	0	4	0	8	0
6096	Wastewater Collection	6	0	6	0	6	0
6097	Wastewater Treatment	13	0	13	0	13	0
6154	Airport Fund	3	2	3	2	3	2
6398	Drainage Utility	0	0	0	0	0	0
SUBTOTAL - Enterprise Funds		58	2	57	2	57	2
0668	Housing	3	0	3	0	2	0
0858	Cletran County	1	8	1	8	1	8
0859	Cletran	9	0	9	0	9	0
0860	Urbanized	1	4	1	4	4	4
2377	Gas Well Administration	0	0	5	0	5	0
SUBTOTAL - Special Funds		14	12	19	12	21	12
GRAND TOTAL		340	112	327	139	327	142

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

This page intentionally left blank.

CITY OF CLEBURNE
GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND
Summary of Receipts & Disbursements
2012-2013

	General Fund		Special Revenue Funds	
	General Operating Fund 01	Leased Equipment Improvement Program Fund 03	HUD Housing Fund 06	Hotel/Motel Occupancy Tax Fund 07
Revenue:				
Taxes	\$ 22,672,355	\$ -	\$ -	\$ 268,000
License & Fees	258,000	-	-	-
Intergovernmental	-	525,474	1,671,818	-
Fines	743,500	-	-	-
Charges for Service	6,547,100	-	-	-
Miscellaneous	425,000	4,500	1,746	200
Total Revenues	30,645,955	529,974	1,673,564	268,200
Expenditures:				
Current				
General Government	5,186,157	-	201,706	-
Public Safety	14,627,884	152,000	-	-
Public Service - Community	2,010,848	56,000	1,473,800	265,818
Public Service - Parks	3,718,648	45,000	-	-
Public Works	2,836,002	100,000	-	-
Sanitation	3,340,162	20,000	-	-
Energy Savings	-	-	-	-
Eliminated Positions & Retirement Program	-	-	-	-
Debt Service:				
Principal Retirement	-	-	-	-
Interest and Fiscal Fees	-	-	-	-
Total Expenditures	31,719,701	373,000	1,675,506	265,818
Excess of Revenues Over/(Under) Expenditures	(1,073,746)	156,974	(1,942)	2,382
Other Financing Sources (Uses):				
Operating Transfers In	3,874,386	120,000	20,000	-
Operating Transfers Out	(2,951,143)	-	-	-
	923,243	120,000	20,000	-
Excess of Revenues and Other Sources Over/Under Expenditures and Other Sources	(150,503)	276,974	18,058	2,382
Beginning Fund Balance	8,378,368	1,164,938	149,229	140,192
Reserves	(8,155,550)	(700,000)	-	-
Projected Ending Fund Balance	\$ 72,315	\$ 741,912	\$ 167,287	\$ 142,575

CITY OF CLEBURNE
GENERAL, SPECIAL REVENUE, & DEBT SERVICE FUND
 Summary of Receipts & Disbursements
 2012-2013

Special Revenue Funds (Continued)			Debt Service	Capital Projects	Total Funds
Cleburne Transit System Fund 08	4B Sales Tax Fund 09	All Other Special Revenue Funds	General Debt Service Fund 02	All Capital Project Funds 53 & 55	Total Funds
\$ -	\$ 2,872,606	\$ 79,600	\$ -	\$ -	\$ 25,892,561
-	-	43,000	-	-	301,000
1,140,350	-	519,896	-	-	3,857,538
-	-	41,300	-	-	784,800
342,674	-	1,824,250	-	-	8,714,024
-	1,000	519,135	2,000	3,000	956,581
<u>1,483,024</u>	<u>2,873,606</u>	<u>3,027,181</u>	<u>2,000</u>	<u>3,000</u>	<u>40,506,504</u>
-	-	246,574	15,000	51,000	5,700,437
-	-	154,338	-	67,650	15,001,872
1,571,149	1,475,000	22,800	-	270,000	7,145,415
-	-	232,942	-	-	3,996,590
-	-	2,102,561	1,006,384	350,000	6,394,947
-	-	76,750	120,000	-	3,556,912
(1,126)	-	-	-	-	(1,126)
-	-	-	2,325,000	-	2,325,000
-	-	-	2,251,122	-	2,251,122
<u>1,570,023</u>	<u>1,475,000</u>	<u>2,835,965</u>	<u>5,717,506</u>	<u>738,650</u>	<u>46,371,169</u>
<u>(86,999)</u>	<u>1,398,606</u>	<u>191,216</u>	<u>(5,715,506)</u>	<u>(735,650)</u>	<u>(5,864,665)</u>
60,000		311,904	5,406,831	1,373,384	11,166,505
(1,126)	(2,538,329)	(1,337,004)		(988,384)	(7,815,986)
<u>58,874</u>	<u>(2,538,329)</u>	<u>(1,025,100)</u>	<u>5,406,831</u>	<u>385,000</u>	<u>3,350,519</u>
<u>(28,125)</u>	<u>(1,139,723)</u>	<u>(833,884)</u>	<u>(308,675)</u>	<u>(350,650)</u>	<u>(2,514,146)</u>
<u>313,063</u>	<u>2,490,760</u>	<u>5,765,437</u>	<u>725,826</u>	<u>1,223,945</u>	<u>20,351,758</u>
	<u>(741,752)</u>	<u>(2,940,000)</u>	<u>-</u>	<u>-</u>	<u>(12,537,302)</u>
<u>\$ 284,938</u>	<u>\$ 609,285</u>	<u>\$ 1,991,553</u>	<u>\$ 417,151</u>	<u>\$ 873,295</u>	<u>\$ 5,300,310</u>

CITY OF CLEBURNE
ALL ENTERPRISE FUNDS
Summary of Receipts & Disbursements
2012-2013

	Water and Wastewater Utilities Operating Fund 60	Water and Wastewater Capital Project Funds 66, 71, 72 and 76	Airport Fund 61	Drainage Utility Fund 63	Total Enterprise Funds
<u>Operating Revenues</u>					
Charges for Service	\$ 19,151,303	\$ -	\$ 856,000	\$ 549,500	\$ 20,556,803
Interest & Non-Operating Income	16,000	10,500	26,500	1,800	54,800
Total Operating Revenues	19,167,303	10,500	882,500	551,300	20,611,603
<u>Operating Expenditures</u>					
Salaries	2,676,373		131,687	-	2,808,060
Benefits	1,355,575		70,189	-	1,425,764
Supplies	2,373,440		32,350	12,000	2,417,790
Maintenance - Building	411,000		41,400	150,000	602,400
Maintenance - Equipment	476,100		17,560	7,000	500,660
Services	2,240,530		760,727	71,655	3,072,912
Capital - Structures/Improvements	1,700,000	5,614,751	278,000	-	7,592,751
Capital - Equipment	465,500		-	-	465,500
Total Operating Expenditures	11,698,518	5,614,751	1,331,913	240,655	18,885,837
Operating Income	7,468,785	(5,604,251)	(449,413)	310,645	1,725,766
<u>Debt Service</u>					
Principal	(3,830,000)	-	-	-	(3,830,000)
Interest and Fiscal Fees	(2,540,378)	-	-	-	(2,540,378)
Income (Loss) Before Operating Transfers	1,098,407	(5,604,251)	(449,413)	310,645	(4,644,612)
Grants	-	-	-	-	-
Energy Savings	-	-	-	-	-
Transfer In	-	-	-	-	-
Transfer to Debt Service 02 (Out)	-	-	-	-	-
Payment for Services In (Out)	(3,200,519)	-	(100,000)	(50,000)	(3,350,519)
Net Income (Loss)	(2,102,112)	(5,604,251)	(549,413)	260,645	(7,995,131)
Beginning Fund Balance	10,110,204	11,739,340	969,872	203,978	23,023,394
Reserves	(7,740,226)			(350,000)	(8,090,226)
Ending Fund Balance	\$ 267,866	\$ 6,135,089	\$ 420,459	\$ 114,623	\$ 6,938,037

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts and Disbursements
Three Year Comparison

	<u>General & Lease Equipment Fund</u>			<u>Special Revenue Funds</u>		
	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
Revenue						
Taxes	\$ 22,705,894	\$ 22,508,142	\$ 22,672,355	\$ 3,389,475	\$ 3,223,606	\$ 3,255,207
License & Fees	246,005	290,255	258,000	-	-	-
Intergovernmental	-	-	-	3,195,036	2,315,265	3,332,064
Fines	777,285	696,000	743,500	49,170	46,821	47,246
Charges for Services	7,271,009	7,088,600	7,072,574	2,765,174	2,352,238	1,572,924
Miscellaneous	443,724	582,642	429,500	2,058,796	1,091,395	1,078,035
Total Revenue	31,443,917	31,165,639	31,175,929	11,457,651	9,029,325	9,285,476
Expenditures						
General Government	5,098,582	5,670,631	5,186,157	444,027	329,241	464,426
Public Safety	14,162,146	13,819,947	14,779,884	109,926	510,063	109,908
Public Service	5,270,457	5,178,834	5,830,496	3,109,913	3,157,278	4,977,397
Public Works	2,803,204	2,650,378	2,936,002	1,999,267	1,753,022	2,102,561
Sanitation	3,612,077	3,792,732	3,360,162	211,241	-	76,750
Total Expenditures	30,946,466	31,112,522	32,092,701	5,874,374	5,749,604	7,731,042
Excess Revenue Over/(Under) Expenditures	497,451	53,117	(916,772)	5,583,277	3,279,721	1,554,434
Other Financing Sources (Uses)						
Operating Transfers in	7,098,347	4,433,873	3,994,386	1,082,198	284,795	391,904
Operating Transfers (out)	(6,728,392)	(3,807,674)	(2,951,143)	(4,150,518)	(4,486,350)	(3,875,333)
Prior Period Adjustment	-	-	-	-	-	-
Contingency Reserve	-	-	(250,000)	-	(250,000)	(250,000)
Total Other Sources (Uses)	369,955	626,199	793,243	(3,068,320)	(4,451,555)	(3,733,429)
Beginning Fund Balance	7,996,584	8,863,990	9,543,306	6,771,651	9,286,608	8,806,385
Projection Reserve	(7,701,031)	(7,836,941)	(8,605,550)	(2,747,752)	(3,505,252)	(3,431,752)
Projected Ending Fund Balance	\$ 1,162,959	\$ 1,706,365	\$ 814,227	\$ 6,538,856	\$ 4,609,522	\$ 3,195,638

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts and Disbursements
Three Year Comparison

	<u>Debt Service Funds</u>			<u>Enterprise Funds & Revenue Capital Projects</u>		
	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
<u>Revenue</u>						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
License & Fees	-	-	-	-	-	-
Intergovernmental	-	-	-	51,256	235	-
Fines	-	-	-	-	-	-
Charges for Services	-	-	-	20,937,548	20,646,751	20,310,203
Miscellaneous	2,071	2,000	2,000	14,771,115	367,751	301,400
Total Revenue	2,071	2,000	2,000	35,759,919	21,014,737	20,611,603
<u>Expenditures</u>						
General Government	329,415	988,384	988,384	-	-	-
Public Safety	-	877,030	878,004	-	-	-
Public Service	-	-	-	776,678	1,032,028	1,331,913
Public Works	232,409	18,000	18,000	15,569,785	17,958,160	17,553,926
Sanitation	-	500,000	120,000	-	-	-
<u>Debt Service:</u>						
Principal	2,190,000	2,295,000	2,325,000	2,545,000	2,690,000	3,830,000
Interest & Fees	1,857,275	1,497,691	1,388,118	2,749,473	2,546,902	2,540,378
Total Expenditures	4,609,099	6,176,105	5,717,506	21,640,936	24,227,090	25,256,217
Excess Revenue Over/(Under) Expenditures	(4,607,028)	(6,174,105)	(5,715,506)	14,118,983	(3,212,353)	(4,644,614)
<u>Other Financing Sources (Uses)</u>						
Operating Transfers in	4,791,216	6,655,657	5,406,831	-	-	-
Operating Transfers (out)	-	-	-	(2,632,247)	(3,286,377)	(3,350,517)
Prior Period Adjustment	-	-	-	-	-	-
Contingency Reserve	-	-	-	-	-	(100,000)
Total Other Sources (Uses)	4,791,216	6,655,657	5,406,831	(2,632,247)	(3,286,377)	(3,450,517)
Beginning Fund Balance	60,086	244,274	725,826	18,035,388	29,522,124	23,023,394
Projection Reserve	-	-	-	(9,557,086)	(9,998,618)	(7,990,226)
Projected Ending Fund Balance	\$ 244,274	\$ 725,826	\$ 417,151	\$ 19,965,038	\$ 13,024,776	\$ 6,938,037

CITY OF CLEBURNE
ALL FUNDS
Summary of Receipts and Disbursements
Three Year Comparison

	<u>Capital Project Funds</u>			<u>Total All Funds</u>		
	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
Revenue						
Taxes	\$ -	\$ -	\$ -	\$ 26,095,369	\$ 25,731,748	\$ 25,927,562
License & Fees	-	-	-	246,005	290,255	258,000
Intergovernmental	86,365	86,365	-	3,332,657	2,401,865	3,332,064
Fines	-	-	-	826,455	742,821	790,746
Charges for Services	-	-	-	30,973,731	30,087,589	28,955,701
Miscellaneous	1,300,356	20,867	3,000	18,576,062	2,064,655	1,813,935
Total Revenue	1,386,721	107,232	3,000	80,050,279	61,318,933	61,078,008
Expenditures						
General Government	162,156	34,852	35,000	6,034,180	7,023,108	6,673,967
Public Safety	-	-	67,650	14,272,072	15,207,040	15,835,446
Public Service	150,114	-	-	9,307,162	9,368,140	12,139,806
Public Works	1,845,609	1,325,562	636,000	22,450,274	23,705,122	23,246,489
Sanitation	-	-	-	3,823,318	4,292,732	3,556,912
Debt Service:						
Principal	-	-	-	4,735,000	4,985,000	6,155,000
Interest & Fees	-	-	-	4,606,748	4,044,593	3,928,496
Total Expenditures	2,157,879	1,360,414	738,650	65,228,754	68,625,735	71,536,116
Excess Revenue Over/(Under) Expenditures	(771,158)	(1,253,182)	(735,650)	14,821,525	(7,306,802)	(10,458,108)
Other Financing Sources (Uses)						
Operating Transfers in	1,453,374	1,323,588	1,373,384	14,425,135	12,697,913	11,166,505
Operating Transfers (out)	(541,968)	(988,384)	(988,384)	(14,053,125)	(12,568,785)	(11,165,377)
Prior Period Adjustment	-	-	-	-	-	-
Contingency Reserve	-	-	-	-	(250,000)	(600,000)
Total Other Sources (Uses)	911,406	335,204	385,000	372,010	(120,872)	(598,872)
Beginning Fund Balance	2,001,675	2,141,923	1,223,945	34,865,384	50,058,919	43,322,856
Projection Reserve	-	-	-	(20,005,869)	(21,340,811)	(20,027,528)
Projected Ending Fund Balance	\$ 2,141,923	\$ 1,223,945	\$ 873,295	\$ 30,053,050	\$ 21,290,434	\$ 12,238,348

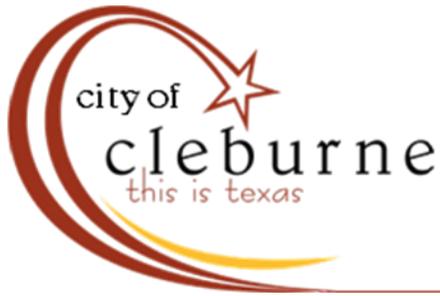
Management & Budget Policies

City of Cleburne's Budget Process

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

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

The City of Cleburne's budgeting process, maintained at the departmental level, began on February 14, 2012 with the Director of Finance issuing preliminary instructions and dates for submission of budget requests with forms for revenue projections. Revenue projections were due on March 16 and the analysis of projected resources for the coming year was presented to the City Manager on April 13. Budget operational requests and capital projects requests were to be entered into mBudget no later than May 4. The Director of Finance compiled the department's data and presented it to the City Manager on July 6. The City Manager reviewed the department's requests, presented, and discussed the budget with the Council during the month of August. On August 28, 2012 a public hearing on the budget was held with copies of the proposed document available to the public. The budget, water rate, sewer rate, and drainage rate ordinances were approved by the City Council at the meeting on August 28, 2012. At the next regularly scheduled council meeting on September 11, 2012, the tax rate ordinance was approved by the City Council. The City Council was involved intermittently throughout the planning process.



budget calendar

February 14 th	Request revenue projections from all Directors.
March 1 st	Request Capital Improvement Project Request Forms and department budgets from all Directors.
March 16 th	Revenue projections are due in the Budget Department.
April 13 th	Budget Department completes revenue analysis and projects resources for the coming year.
May 4 th	All department budget requests, department narratives, and Leased Equipment Improvement requests must be entered into the mBudget software. Capital Improvement Request forms are due in the Budget Department.
May 7 th	Divisions and Departments will be locked out of mBudget at 5:00 PM
July 6 th	Budget Department presents budget requests to the City Manager and Directors with highlights, issues and recommendations.
July 9 th – July 31 st	City Manager reviews & prepares his budget to go to Council.
August 2 nd (Special Meeting)	City Manager, Director of Finance and Budget Manager will present proposed 2012-2013 Budget & Five Year Capital Improvements Plan to the City Council at a budget workshop.
August 2 nd – September 11 th	Additional budget workshops – as needed
August 28 th	Date of Public Hearing on proposed 2012-2013 Budget – Approval of 2012-2013 Budget, water rate, sewer rate, and drainage rate
September 11 th	Approval of 2013 Tax Rate
October 1 st	New fiscal year begins for the 2012-2013 Budget Year

SUMMARY OF SIGNIFICANT ACCOUNTING, FISCAL, OPERATIONAL AND BUDGETARY POLICIES

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

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Fund Accounting

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

Governmental Fund Types

General Fund

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

Special Revenue Funds

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

Debt Service Funds

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

Capital Projects Funds

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

Proprietary Fund Types

Enterprise Funds

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

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

Measurement Focus and Basis of Accounting

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

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

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

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

Internal Accounting Controls

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

- (1) the safeguarding of assets against loss from unauthorized use or disposition, and
- (2) the reliability of financial records for preparation of financial statements and maintaining asset accountability.

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

Compensated Absences

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

Also under GASB, a liability is recorded for unused sick leave balances only to the extent that it is probable that the unused balances will result in termination payments. Other amounts of

unused sick leave are excluded from the liability since their payment is contingent solely upon the occurrence of a future event (illness) which is outside the control of the City and the employee.

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

Encumbrances

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

Accounting for Self-Insurance Activities

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

SUMMARY OF SIGNIFICANT OPERATIONAL POLICIES

General Operational Policies

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

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

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

Population Growth

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

Drainage Utility

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

Water Fund and Supply

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

Vehicle and Equipment Replacement

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

SUMMARY OF SIGNIFICANT FISCAL POLICIES

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

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

General Fund Reserves

The city council established a 90 day fund balance policy in 2011. Later in the year, the policy was amended to reflect GASB 54. This 90 day policy should be adequate to handle unexpected decreases in revenues and provide for extraordinary unbudgeted expenditures. Achieving and maintaining this fund balance should provide for unanticipated contingencies such as lawsuits, natural disasters, severe fluctuations in sales tax, and other fiscal emergencies. The fund balance for 2011-2012 and 2012-2013 is estimated to be \$7,898,476 and \$8,227,865 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. All management personnel are paid from the General Fund.

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

Capital Financing and Debt Management

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

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

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

Financial Reporting and Budget Administration

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

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

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

In Conclusion

The City Council and staff take the stewardship of public funds seriously. The budget document serves as a "blueprint" of the City's plan for expenditure of public funds. It identifies what services are to be delivered to the residents during the upcoming fiscal year. The manner in which these services are provided to the City residents is described by this document in that it establishes daily operational funds, staffing levels, and capital improvement expenditures. The goals and objectives for fiscal year 2012-2013 are identified in the narrative sections of the budget document for each department. The accomplishments of the prior years, 2010-2011 and 2011-2012, objectives are also included in those sections.

INVESTMENT POLICIES

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

INVESTMENT STRATEGY

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

- A. Investment strategies for operating funds and commingled pools containing operating funds have as their primary objectives to protect principal and to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short- to medium-term securities, which will complement each other in a laddered or barbell maturity structure. The maximum stated final maturity date of any individual investment shall not exceed two years. The dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date of each security.
- B. Investment strategies for debt service funds shall have as the primary objectives to protect principal and to assure investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall be of high quality and not have a stated final maturity date, which exceeds the next unfunded debt service payment date.
- C. Investment strategies for debt service reserve funds shall have as the primary objectives to protect principal and to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible. Such securities will tend to hold their value during economic cycles. The maximum stated final maturity date of any individual investment shall not exceed the lesser of three years or the final maturity date of the underlying bond issue.
- D. Investment strategies for special projects or special purpose fund portfolios will have as their primary objectives to protect principal and to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should be of high quality securities and include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates

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

INVESTMENT POLICY

I. SCOPE

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

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

II. OBJECTIVES

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

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

Safety

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

Liquidity

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

Public Trust

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

Yield

The City's cash management portfolio shall be designed with the objective of regularly exceeding the average rate of return on three-month U. S. Treasury Bills. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

III. RESPONSIBILITY AND CONTROL

Investment Committee

An Investment Committee, consisting of the City Manager, Assistant City Manager, Director of Finance and Assistant Director of Finance/Chief Accountant shall meet at least quarterly to determine operational strategies and to monitor results. The Investment Committee shall include in its deliberation such topics as: performance reports, economic outlook, portfolio diversification, maturity structure, potential risk to the City's funds, authorized brokers and dealers, independent training sources, and the target rate of return on the investment portfolio.

Delegation of Authority and Training

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

Internal Controls

The Chief Accountant and Director of Finance are responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. Accordingly, the Chief Accountant and Director of Finance shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- A. Control of collusion.

- B. Separation of transaction authority from accounting and record keeping.
- C. Custodial safekeeping.
- D. Avoidance of physical delivery securities.
- E. Clear delegation of authority to subordinate staff members.
- F. Written confirmation for telephone (voice) transactions for investments and wire transfers.
- G. Development of a wire transfer agreement with the depository bank or third party custodian.

Prudence

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

- A. The investment of all funds, or funds under the City's control, over which the Officer had responsibility rather than a consideration as to the prudence of a single investment.
- B. Whether the investment decision was consistent with the written investment policy of the City.

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

Ethics and Conflicts of Interest

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

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

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

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

IV. REPORTING

Quarterly Reporting

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

Annual Report

Within 60 days of the end of the fiscal year, the Director of Finance shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and City Council.

Methods

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

- A. A listing of individual securities held at the end of the reporting period.
- B. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.

- C. Additions and changes to the market value during the period.
- D. Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks.
- E. Listing of investments by maturity date.
- F. The percentage of the total portfolio which each type of investment represents.
- G. Statement of compliance of the City's investment portfolio with State Law and the investment strategy and policy approved by the City Council.
- H. Fully accrued interest payable at the end of the reporting period.

Audit Requirement

As part of the annual audit, if the City places funds in any investment other than investment pools or accounts offered by its depository bank, the above reports shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the City Council by that auditor.

Portfolio Pricing

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

V. INVESTMENT PORTFOLIO

Active Portfolio Management

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

Investments

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

I. Authorized

- A. Obligations of the United States of America, its agencies and instrumentalities.
- B. Direct obligations of the State of Texas and agencies thereof.
- C. Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United States of America.
- 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.
- E. Deposits in state and national banks with a main office or branch office in Texas guaranteed or insured by the Federal Deposit Insurance or its successor or secured by obligations described in VII. SAFEKEEPING AND CUSTODY. Or, deposits placed through a depository institution that has its main office or branch office in Texas that participates in the Certificate of Deposit Account Registry Service (CDARS) and meets the requirements of the Act.
- F. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities pledged with a third party, selected by the Director of Finance, other than an agency for the pledgor. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas and governed by a master repurchase agreement acceptable to the City.
- G. Joint pools of political subdivisions in the State of Texas, which invest in instruments and follow practices required by the Act.
- H. Money Market Mutual Funds with an AAAM, or equivalent-rating, without sales load, registered with the Securities and Exchange Commission, having a dollar weighted average maturity of 90 days or less, and with a stable \$1 per share net asset value objective.

II. Not Authorized

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

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pay no principal.
- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- C. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years.
- D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Holding Period

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

Investments in all funds shall be managed in such a way that the market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the volume of the portfolio during a twelve-month period.

Risk and Diversification

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

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

VI. SELECTION OF BANKS AND DEALERS

Depository

In accordance with State law, a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the credit worthiness of institutions shall

be considered, and the Director of Finance shall conduct a comprehensive review of prospective depository's credit characteristics and financial history.

Certificates of Deposit

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

Securities Dealers

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

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

VII. SAFEKEEPING AND CUSTODY

Insurance or Collateral

All deposits of City funds shall be secured by pledged collateral or letters of credit issued by an agency or instrumentality of the United States. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be a minimum pledged security market value of 102% of the principal and accrued interest on the deposits, less an amount insured by the FDIC. Evidence of the pledged collateral shall be maintained by the Director of Finance. Letters of credit shall be for 100% of the principal and accrued interest on the deposits, less an amount insured by the FDIC, with an expiration date at least two business days after anticipated withdrawal of the deposit. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement and maintain a minimum purchased security market value of 102% of the principal and accrued interest on the investment. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

Safekeeping Agreement

Collateral pledged to secure deposits of the City shall be held by a custodian institution in accordance with a Custodial Agreement which clearly defines the

procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The custodian institution, or Custodian, shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

Collateral Defined

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

- A. FDIC insurance coverage.
- B. A bond, certificate of indebtedness, or note of the United States and its agencies and instrumentalities, or other evidence of indebtedness of the United States agencies and instrumentalities that is guaranteed as to principal and interest by the United States agencies and instrumentalities.
- C. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- D. A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

Subject to Audit

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

Delivery vs. Payment

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

VIII. INVESTMENT POLICY ADOPTION

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

General Fund

GENERAL FUND

Operating Budget

2012-2013

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

It comes from. . . .

Taxes	65.68%
Current & Delinquent Taxes, Franchise Fees and Sales Taxes	
License & Fees	0.75%
All Permits, Fees & Community Development Licenses	
Fines & Forfeitures	2.15%
Charge For Services	
Sanitation, Golf, Cemetery, Civic Center, Rent & Leases, Aquatics Facility & Miscellaneous	18.97%
Miscellaneous	1.23%
Transfers From Special Revenue, Water & Sewer, Airport, & Drainage Utility Funds	11.22%
	100.00%

It goes to. . . .

Public Safety	46.12%
Police & Fire Protection	
Public Service	18.06%
Golf, Pools, Library, Museum, Civic Center, Cemetery, Community Services, Building Services & Parks & Recreation	
Public Works	19.47%
Street, Inspection, Fleet Maintenance, Engineering, Sanitation, Public Works & Health	
Administration	16.35%
Council, City Manager, City Attorney, Human Resources, Finance, MIS, City Secretary, Municipal Court & Economic Development	
	100.00%

GENERAL FUND

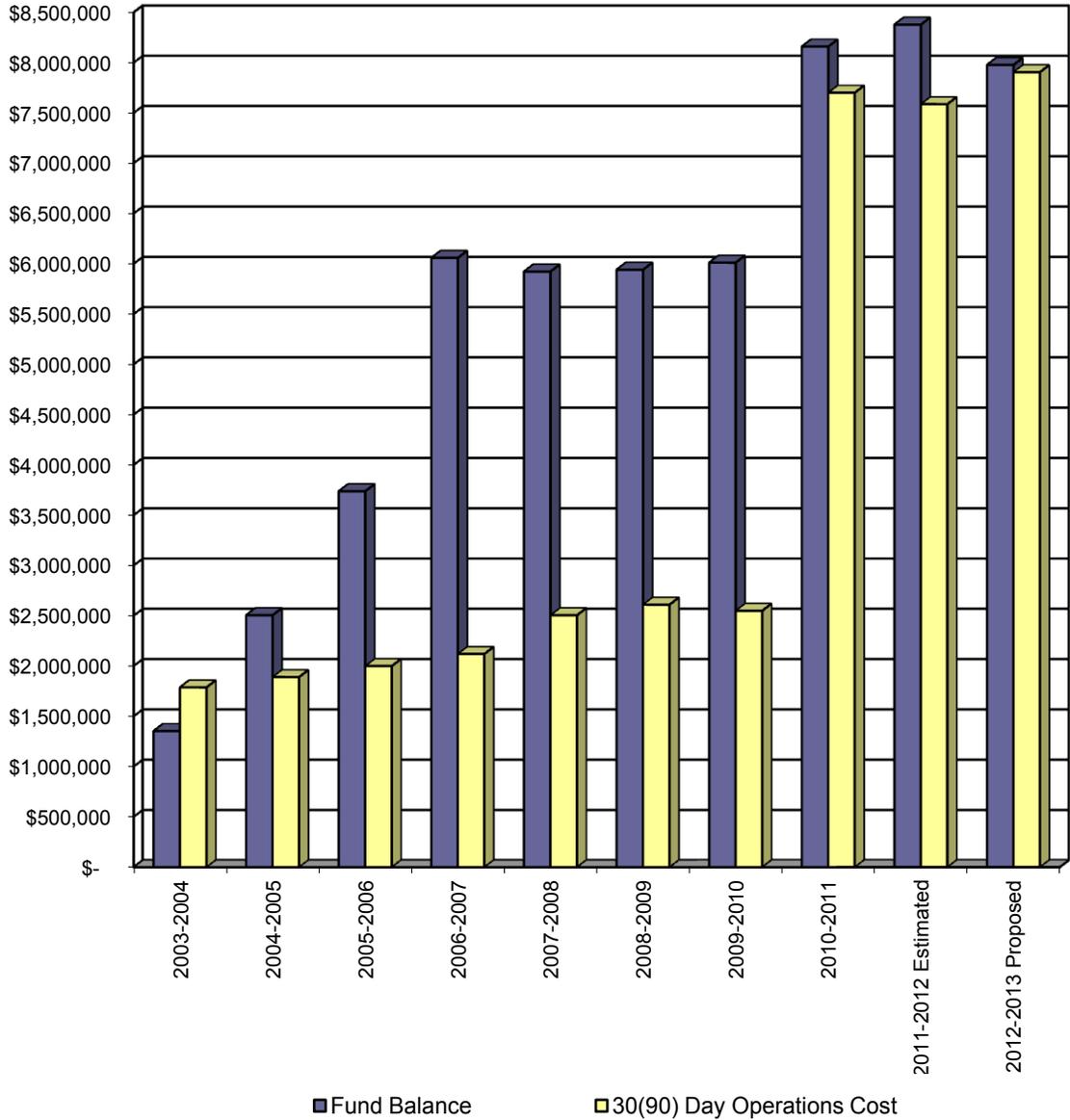
Summary of Receipts & Disbursements

2012-2013

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Unreserved Fund Balance	\$ 5,601,167	\$ 5,671,577	\$ 7,794,062	\$ 8,159,637	\$ 8,378,368
<u>Receipts:</u>					
Ad Valorem Taxes	13,217,769	13,783,888	13,833,930	13,881,330	14,150,000
Non-Property Taxes & Fees	9,160,145	8,922,006	8,668,379	8,626,812	8,522,355
Licenses & Fees	285,143	246,005	209,000	290,255	258,000
Charges for Service	6,563,201	6,732,748	6,480,000	6,578,600	6,547,100
Fines	834,315	777,285	699,750	696,000	743,500
Miscellaneous	30,156	41,075	29,000	46,600	425,000
Total Receipts:	<u>30,090,729</u>	<u>30,503,007</u>	<u>29,920,059</u>	<u>30,119,597</u>	<u>30,645,955</u>
<u>Payment for Services Provided for by</u>					
<u>General Fund:</u>					
Enterprise Funds	1,863,483	1,797,421	1,787,500	2,250,000	2,417,500
Mineral Leases and Royalties	1,500,000	1,500,000	900,000	900,000	-
Special Rev. Funds	1,178,305	1,109,767	1,511,603	1,163,873	1,456,886
Total Transfer In:	<u>4,541,788</u>	<u>4,407,188</u>	<u>4,199,103</u>	<u>4,313,873</u>	<u>3,874,386</u>
Total Current Receipts	34,632,517	34,910,195	34,119,162	34,433,470	34,520,341
TOTAL FUNDS AVAILABLE	40,233,684	40,581,772	41,913,224	42,593,107	42,898,709
<u>Expenditures:</u>					
Salaries and Wages	15,742,849	15,445,387	14,904,465	15,201,550	15,117,161
Benefits	6,508,516	6,847,318	6,745,688	6,362,589	7,278,896
Supplies and Materials	2,069,683	2,065,843	2,171,143	2,019,872	2,067,448
Maintenance - Building	802,387	800,705	790,783	891,593	998,543
Maintenance - Equipment	572,191	612,667	624,838	697,915	727,222
Contractual and Misc. Services	4,714,872	4,868,321	4,998,981	5,005,896	5,260,081
Miscellaneous Charges	177,792	163,883	187,850	168,350	172,850
Capital - Structures	0	-	-	-	-
Capital - Equipment	282,540	41,655	102,000	59,300	97,500
Total Expenditures:	<u>30,870,830</u>	<u>30,845,779</u>	<u>30,525,748</u>	<u>30,407,065</u>	<u>31,719,701</u>
Housing Fund	0	195,199	20,000	240,000	20,000
Cletrans Fund	0	121,653	60,000	60,000	60,000
Performance Contract Savings	0	-	(86,174)	-	-
Transfer to Performance Capital Fund	2,055	86,174	86,174	86,174	89,239
Sale of Assets	(8,707)	(5,428)	-	-	-
Transfer to Fund 03	181,833	117,855	120,000	120,000	120,000
Transfer to Fund 39 - Grant Match	25,170	-	-	-	59,404
Transfer to Fund 40 - Grant Match	0	-	-	10,000	45,000
Transfer to Fund 51 - Civic Center	259,226	-	-	-	-
Transfer to 60 & 61 - Prepaid Ins	0	52,349	-	-	-
Transfers from Fund 03	0	(2,573,304)	-	-	-
General Capital Funding	0	-	-	-	-
Debt Service Fund	2,758,247	3,146,512	3,100,000	3,100,000	2,350,000
TIF Fund	473,453	428,734	185,000	185,000	201,000
Public Safety Fund	0	6,612	4,000	6,500	6,500
Projection Reserve - 90 Days	2,549,024	7,701,031	7,605,937	7,586,941	7,905,550
Total Transfer Out:	<u>6,240,301</u>	<u>9,277,387</u>	<u>11,094,937</u>	<u>11,394,615</u>	<u>10,856,693</u>
Contingency Reserve	0	-	50,000	-	250,000
TOTAL BUDGETED EXPENDITURES	<u>37,111,131</u>	<u>40,123,166</u>	<u>41,670,685</u>	<u>41,801,680</u>	<u>42,826,394</u>
Ending Unreserved Fund Balance	\$ <u>3,122,553</u>	\$ <u>458,606</u>	\$ <u>242,539</u>	\$ <u>791,427</u>	\$ <u>72,315</u>

General Fund Projection Reserve & Fund Balance

2004-2013

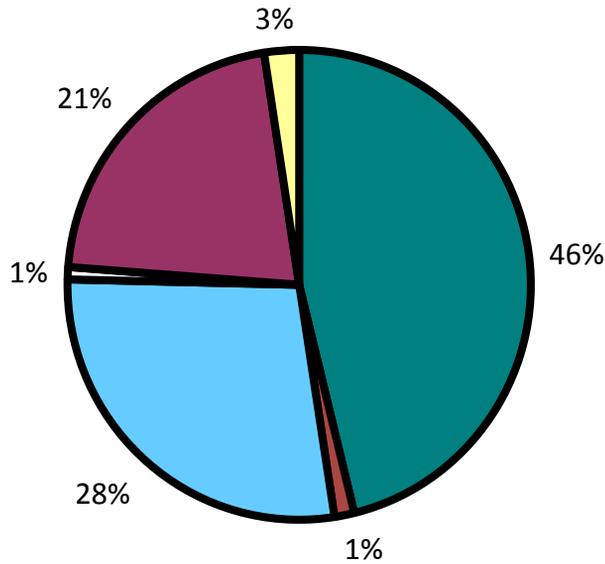


Historical fund balance data was collected from 2004-2011 Annual Financial Reports. The 2012 and 2013 estimated and budgeted data was taken from the current budget document. The projection reserve was established in 1993 to enable the General Fund to continue operations during times of crisis and/or significantly reduced revenue. The level was established to provide 30 days of operations. The City Council adopted a 90 day projection reserve policy during the 2010-2011 fiscal year.

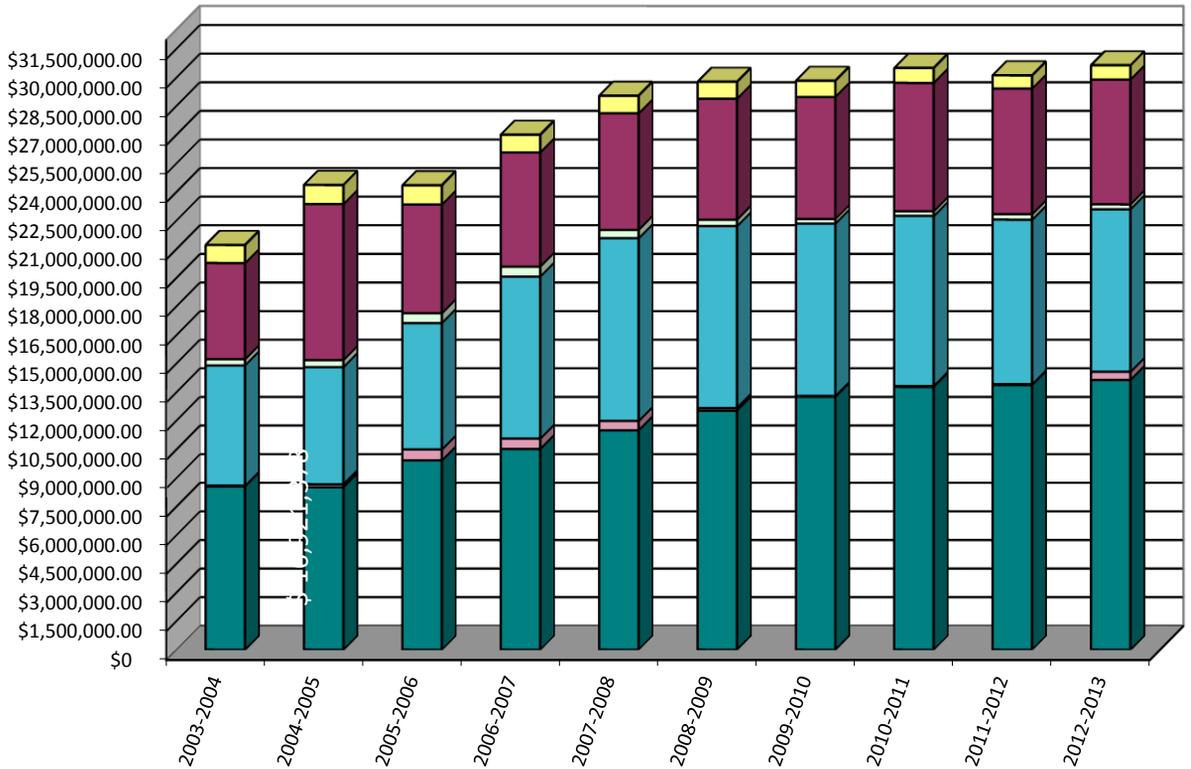
General Fund Revenues

2012-2013

\$30,645,955



2004-2013



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

See General Fund-Revenue By Source for related data.

2003-2004 was the first year property taxes were not reported as a receipt in the General Debt Service Fund. Beginning with the 2003-2004 fiscal year all property taxes were reported as a receipt in the General Fund.

GENERAL FUND

Revenue By Source

2012-2013

Source	ACTUAL 2009-2010	ACTUAL 2010-2011	AMENDED BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
<u>PROPERTY TAXES</u>					
AD VALOREM TAXES - CURRENT					
0111-6101 Current Taxes	\$ 12,728,178	\$ 13,345,628	\$ 13,563,930	\$ 13,563,930	\$ 13,880,000
0111-6102 Delinquent Taxes	182,535	195,975	125,000	125,000	125,000
0111-6103 Penalty & Interest on Taxes	249,662	172,063	109,999	150,000	110,000
0111-6104 Collection Fees	56,037	60,667	35,000	35,000	35,000
0111-6107 Vehicle Inventory Overage	1,357	9,555	-	7,400	-
Total Property Taxes	13,217,769	13,783,888	13,833,929	13,881,330	14,150,000
<u>NON-PROPERTY TAXES</u>					
0111-6110 City Sales Tax	6,406,133	5,879,484	5,912,379	5,741,355	5,741,355
0111-6121 Bingo Franchise Tax	35,197	47,570	30,000	30,000	30,000
0111-6122 Cable TV Franchise Fee	177,080	225,153	180,000	160,000	160,000
0111-6123 Electrical Franchise Fee	1,519,660	1,663,884	1,495,000	1,629,457	1,495,000
0111-6125 Gas Franchise Fee	695,795	752,065	745,000	770,000	800,000
0111-6127 Sanitation Franchise Tax	92,164	92,174	90,000	90,000	90,000
0111-6128 Telephone Franchise Fee	196,203	223,841	180,000	170,000	170,000
0111-6140 Mixed Beverage Tax	37,913	37,835	36,000	36,000	36,000
Total Non-Property Taxes	9,160,145	8,922,006	8,668,379	8,626,812	8,522,355
<u>LICENSES & PERMITS & GRANTS</u>					
0113-6305 Garage Sale Permits	13,373	13,245	12,000	12,000	12,000
0113-6306 Contractor Registration Fees	34,353	37,100	32,000	26,000	26,000
0113-6308 Building Permits	137,419	84,421	80,000	80,000	80,000
0113-6311 Community Development Permits	-	1,755	-	-	-
0113-6318 Electrical Inspection Permits	27,194	18,686	18,000	16,000	16,000
0113-6329 Health Permits	23,887	28,602	24,000	35,000	35,000
0113-6349 Mechanical Permits	11,540	16,305	14,000	10,000	10,000
0113-6351 Moving Permits	200	300	-	-	-
0113-6362 Plumbing & Gas Permits	19,977	20,059	18,000	18,000	18,000
0113-6397 Zoning Permits	11,388	10,073	10,000	8,500	8,500
0113-6399 Miscellaneous Licenses & Permits	5,812	4,105	1,000	12,000	2,500
0114-64XX Grants	-	11,354	-	72,755	50,000
Total Licenses and Fees	285,143	246,005	209,000	290,255	258,000
<u>CHARGES FOR SERVICE</u>					
0115-6501 Administrative Fees	95,000	95,025	95,000	95,000	95,000
0115-6503 Garbage Bag Sales	30,417	30,443	15,000	20,000	-
0115-6504 Golf Alcohol Sales	46,551	47,353	45,000	37,400	37,400
0115-6505 Golf Restaurant	78,505	77,454	72,500	68,600	68,600
0115-6506 Golf Course Pro Shop	58,581	77,701	65,000	74,400	74,400
0115-6507 Golf Course Revenues	520,232	551,193	500,000	518,900	518,900
0115-6509 Cemetery	283,329	225,434	238,000	225,000	225,000
0115-6531 Ambulance	35,024	24,455	13,500	31,500	20,000
0115-6533 BTW Gift Shop	-	1,121	900	1,800	1,800
0115-6534 BTW Admissions	10,331	12,134	9,500	14,000	14,000
0115-6535 BTW Classes/Programs	317	2,184	500	500	500
0115-6536 BTW Rentals	5,975	4,907	4,000	5,000	5,000

GENERAL FUND

Revenue By Source

2012-2013

Source	ACTUAL 2009-2010	ACTUAL 2010-2011	AMENDED BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
<u>CHARGES FOR SERVICE (CONTINUED)</u>					
0115-6537 Rental - Civic Center	\$ 55,268	\$ 140,009	\$ 135,000	\$ 150,000	\$ 150,000
0115-6538 Rental - Senior Center	10,061	1,315	1,300	250	250
0115-6539 Rental - Other	133,500	102,253	70,000	85,000	85,000
0115-6551 Sani. - Commercial Collection	2,351,934	2,360,714	2,350,000	2,350,000	2,350,000
0115-6552 Sani. - Residential Collection	1,815,884	1,811,318	1,835,000	1,835,000	1,835,000
0115-6556 Transfer Station	496,684	599,939	520,000	560,000	560,000
0115-6559 Landfill	48,947	48,790	48,000	48,000	48,000
0115-6561 Pool Admission	224,230	209,690	197,500	197,500	197,500
0115-6562 Pool Rentals	16,325	12,669	13,000	13,000	13,000
0115-6563 Pool Concession	66,796	68,325	66,100	66,100	66,100
0115-6564 Pool Gift Shop	15,145	14,684	14,650	14,650	14,650
0115-6565 Pool Classes & Programs	16,130	19,137	19,000	19,000	19,000
0115-6568 Sports Complex Fees	19,307	28,422	25,000	25,000	25,000
0115-6587 Penalty Charges	-	-	-	-	-
0115-6599 Other Services	128,728	166,079	126,550	123,000	123,000
Total Charges for Service	6,563,201	6,732,748	6,480,000	6,578,600	6,547,100
<u>FINES AND FORFEITURES</u>					
0116-6611 Municipal Court Fines	785,120	733,425	656,750	650,000	700,000
0116-6647 Library Fines & Fees	15,755	14,625	15,500	15,500	15,500
0116-6683 Animal Shelter	26,246	24,637	23,000	23,000	23,000
0116-6699 Other Restitution	7,194	4,598	4,500	7,500	5,000
Total Fines	834,315	777,285	699,750	696,000	743,500
<u>MISCELLANEOUS</u>					
0117-6735 Interest - Investments	14,616	12,375	12,000	18,000	18,000
0117-6755 Interest - Notes	-	-	-	-	-
0118-6820 Contributions	-	-	-	-	-
0119-6914 Discounts Earned	344	1,224	-	600	-
0119-6935 Insurance/Damage Recovery	-	-	-	-	-
0119-6946 Lien Release or Payment	23,422	14,252	5,000	8,000	5,000
0119-6963 Prior Year Expenses Refunded	(6,045)	6,887	-	-	-
0119-6967 Receipts, Short/ (Long)	265	(5,653)	-	-	-
0119-6999 Other - Misc. Revenue	(2,446)	11,990	12,000	20,000	402,000
Total Miscellaneous	30,156	41,075	29,000	46,600	425,000
GRAND TOTALS	\$ 30,090,729	\$ 30,503,007	\$ 29,920,058	\$ 30,119,597	\$ 30,645,955

CITY OF CLEBURNE

General Fund Revenues

2012-2013 Budget

PROPERTY TAXES		
0111-6101	CURRENT AD VALOREM TAXES	\$ 13,880,000
Description:		
<p>Current taxes refer to property taxes which are due during the period October 1, 2012 to June 30, 2013. Taxes are due on October 1st of each year and become delinquent on February 1st. Property taxes are assessed upon property, real estate, buildings, and for business equipment and inventory. The City, however, exempts some of the value on residential property. Homeowners receive an exemption of \$5,000 or 10% and homeowners over the age of 65 years receive an additional exemption in the amount of \$6,000, with a 65 & older tax freeze. Disabled veterans receive an exemption based upon the degree of their disability. Property valuations are established by the Central Appraisal District and given to the City Council from which the tax rate is set.</p>		
Assumption:		
<p>Current taxes have a net assessed value of \$1,725,310,746 with a rate per \$100 valuation of \$.740743. This tax rate reflects an increase of .020744. The 2012-2013 budgeted collection rate is 100%. See graphs on pages 72-74.</p>		
0111-6102	DELINQUENT TAXES	\$ 125,000
Description:		
<p>Delinquent taxes are those properties or ad valorem taxes which were due in prior years. The City collects delinquent taxes through a special tax attorney.</p>		
Assumption:		
<p>Delinquent tax collections are split between the debt service fund and the general fund based on the distribution of the year in which they were due. This revenue is projected to remain steady.</p>		
0111-6103	PENALTY AND INTEREST ON TAXES	\$ 110,000
Description:		
<p>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.</p>		
Assumption:		
<p>Penalty and interest collections go to the General Fund. This revenue is projected to remain steady.</p>		
0111-6104	COLLECTION FEES	\$ 35,000
Description:		
<p>The collection fees account is used for the 15% tax attorney fee that is applied to all taxes collected after July 1st each year.</p>		
Assumption:		
<p>This year's estimate remains the same as the previous year's collections.</p>		
TOTAL PROPERTY TAXES		\$ 14,150,000

NON-PROPERTY TAXES

0111-6110 CITY SALES TAX **\$ 5,741,355**

Description:

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

Assumption:

Trend information suggests that sales tax collections will remain steady this fiscal year. See graph on page 75..

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 year's budgeted amount reflects no change in collections based on previous collections.

0111-6122 CABLE TV FRANCHISE FEE **\$ 160,000**

Description:

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

Assumption:

Gross sales are estimated at \$3,200,000 with the City receiving 5% of this amount.

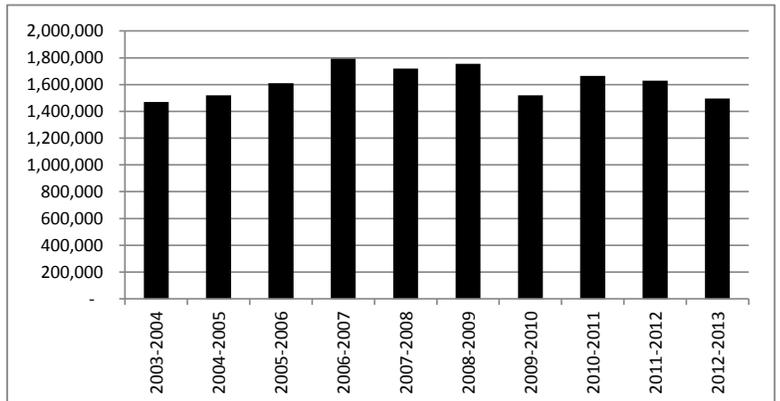
0111-6123 ELECTRICAL FRANCHISE FEE **\$ 1,495,000**

Description:

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

Assumption:

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



NON-PROPERTY TAXES (CONTINUED)

0111-6125	GAS FRANCHISE FEE	\$ 800,000
Description: The City collects a franchise fee on reported sales from Atmos Energy in exchange for use of City alleys and other public right-of-ways. This fee includes domestic, commercial, and industrial consumers within the corporate limits of the City, the current agreement expires in December 2016.		
Assumption: Gross sales of gas are estimated at \$20,000,000 per Atmos with the City receiving 4% of this amount.		
0111-6127	SANITATION FRANCHISE FEE	\$ 90,000
Description: The City collects a franchise fee from any commercial sanitation hauler in the city limits.		
Assumption: This amount does not reflect an increase.		
0111-6128	TELEPHONE FRANCHISE FEE	\$ 170,000
Description: The city collects a franchise fee from all telecommunication providers that use City alleys and right-of-ways. The Texas Legislature, with HB 1777, changed the way a certified telecommunications provider will pay for the use of that right-of-way. Under the new law, all providers will pay based on a fee-per-access line method with 1998 acting as a base year for the fee.		
Assumption: The base fee was set at \$125,000 in 1998. Future collections are adjusted by an estimated growth rate and are expected to remain steady.		
0111-6140	MIXED DRINK TAX	\$ 36,000
Description: The statutes levy a tax of twelve percent (12%) on the gross receipts from the sales of mixed beverages in Texas. Each city is entitled to receive an allocation of twelve and a half percent (12½%) of taxes collected within the City on a quarterly basis.		
Assumption: This year's estimate reflects sales estimated at \$288,000 with the City receiving 12½% of this amount.		
TOTAL NON-PROPERTY TAXES		\$ 8,522,355

LICENSE, FEES AND GRANTS

0113-6305	GARAGE SALE PERMITS	\$ 12,000
Description: Any person desiring to have a garage sale requires a garage sale permit. Each permit is \$7.50.		
Assumption: This revenue is expected to remain steady.		
0113-6306	CONTRACTOR REGISTRATION FEE	\$ 26,000
Description: Annual registration fee for electricians \$100.		
Assumption: Fees for contractor registration are projected to remain steady.		

LICENSE, FEES AND GRANTS (CONTINUED)

0113-6308	BUILDING PERMITS	\$ 80,000
Description: Buildings which undergo structural alterations or new construction require a building permit. Permit fees are based on square footage set forth by the City Council in December 1998.		
Assumption: Collections are expected to remain steady.		
0113-6311	COMMUNITY DEVELOPMENT FEE	\$ -
Description: Revenue received for community development is 2% of the cost of development. This is for new subdivisions only, and used to complete testing necessary to approve new projects.		
Assumption: This estimate depends on the amount of development within the City.		
0113-6318	ELECTRICAL INSPECTION PERMITS	\$ 16,000
Description: Electrical alterations or new construction require an electrical permit. Fees are based on square footage with a minimum fee of \$22.00.		
Assumption: As rehabilitation are expected to remain steady.		
0113-6329	HEALTH PERMITS	\$ 35,000
Description: Any person desiring to operate a food establishment requires a health permit. Annual permit fees depend on square footage of establishment. This is \$62.50 and up.		
Assumption: Health permits are expected to remain steady.		
0113-6349	MECHANICAL PERMITS	\$ 10,000
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	\$ 18,000
Description: Plumbing alterations or new construction require a plumbing permit. Permit fees are based on fixture count, furnace or burner count with a minimum of a \$22.00 fee for each permit.		
Assumption: Collections are expected to remain steady.		
0113-6397	ZONING FEES	\$ 8,500
Description: In 1996, the City passed a Comprehensive Zoning Ordinance, Title 15 Land Use-Chapter 155. The zoning board of adjustment fee for a rezoning request is \$150. The replat application fee is \$250 plus \$10 per lot. The preliminary plat and final plat fee is \$250. The special use permit fee is \$150.		
Assumption: Collections are expected to remain steady.		

LICENSE, FEES AND GRANTS (CONTINUED)

0113-6399	MISCELLANEOUS FEES	\$	2,500
------------------	---------------------------	-----------	--------------

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.

Assumption:

This receipt is expected to decrease as many of these are one-time.

0114-64XX	GRANTS	\$	50,000
------------------	---------------	-----------	---------------

Description:

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

Assumption:

These FEMA reimbursements are expected to decrease, but will ultimately depend on the occurrence of natural disasters.

TOTAL LICENSE, FEES AND GRANTS

\$	258,000
-----------	----------------

CHARGES FOR SERVICES

0115-6501	ADMINISTRATIVE FEES	\$	95,000
------------------	----------------------------	-----------	---------------

Description:

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

Assumption:

We collect fees from other funds for contributions of employees paid by the General Fund. (\$60,000 from 4B Sales Tax, and \$35,000 from the Economic Development Corporation)

0115-6504	GOLF COURSE ALCOHOL SALES	\$	37,400
------------------	----------------------------------	-----------	---------------

Description:

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

Assumption:

Revenues are expected to remain steady.

0115-6505	GOLF COURSE RESTAURANT	\$	68,600
------------------	-------------------------------	-----------	---------------

Description:

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

Assumption:

Revenues are expected to remain steady.

CHARGES FOR SERVICES (CONTINUED)

0115-6506	GOLF COURSE PRO SHOP	\$	74,400
Description: The new course and club house opened in July 2009. A pro shop is located in the club house where golf equipment, clothing, and other related items are sold.			
Assumption: Revenues are projected to remain steady.			
0115-6507	GOLF COURSE REVENUES	\$	518,900
Description: The municipal golf course opened in July 2009. There is an 18 hole course with driving range and practice greens.			
Assumption: Revenues are expected to remain steady.			
0115-6509	CEMETERY	\$	225,000
Description: Sale of cemetery lots and interment fees. Lots start at \$750 with a minimum interment fee of \$700.			
Assumption: Revenues are expected to remain steady.			
0115-6531	AMBULANCE	\$	20,000
Description: The City is the backup to Care-flight, our city wide ambulance service.			
Assumption: This revenue is cyclical. After several years of growth Care-flight will expand their coverage and thus reduce the need for city services.			
0115-6531	BTW GIFT SHOP	\$	1,800
Description: The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Snacks and towels are sold to patrons.			
Assumption: Revenues are expected to remain steady.			
0115-6534	BTW ADMISSIONS	\$	14,000
Description: The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Admissions are charged for patrons utilizing the recreational and exercise facilities.			
Assumption: Revenues are projected to remain steady.			
0115-6535	BTW CLASSES/PROGRAMS	\$	500
Description: The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Meeting rooms as well as the recreation areas will be available for classes & programs.			
Assumption: Revenues are projected to remain steady.			

CHARGES FOR SERVICES (CONTINUED)

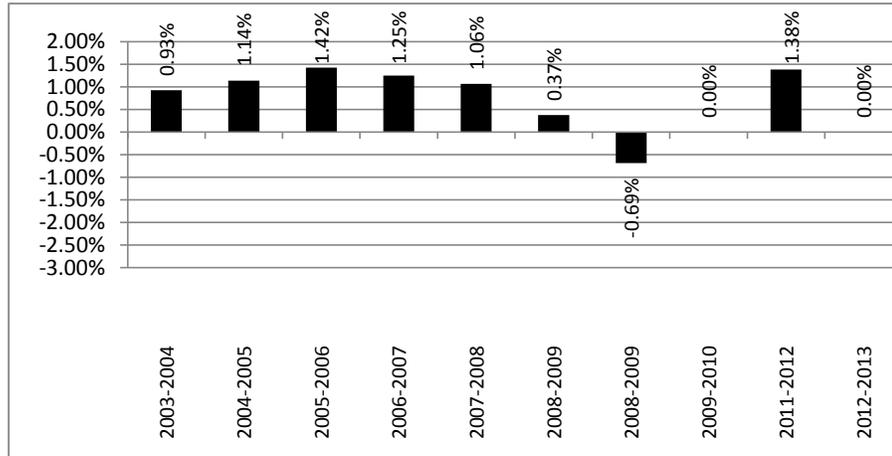
0115-6536	BTW RENTALS	\$ 5,000																				
Description: The City recently completed a 14,000 sq ft meeting and recreation facility for the enjoyment of our citizens. Meeting rooms as well as the recreation areas will be available for rental.																						
Assumption: Revenues are projected to remain steady.																						
0115-6537	RENTAL - CIVIC CENTER	\$ 150,000																				
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: Rental income is expected to remain steady.																						
0115-6538	RENTAL - SENIOR CENTER	\$ 250																				
Description: The City operates a 5,000 sq ft Senior Citizens Center for the enjoyment of our population.																						
Assumption: Rental income is expected to remain steady.																						
0115-6539	RENTAL - OTHER	\$ 85,000																				
Description: Hill Junior College rental for use of the City's library, and other miscellaneous rentals.																						
Assumption: Rental fees are expected to remain steady.																						
0115-6551	SANITATION COMMERCIAL COLLECTION	\$ 2,350,000																				
Description: Revenue for the collection of commercial and industrial refuse inside the City limits. This service has been contracted out to Waste Management.																						
<table border="1" style="margin: 10px auto; border-collapse: collapse;"> <caption>Sanitation Commercial Collection Revenue Change (%)</caption> <thead> <tr> <th>Fiscal Year</th> <th>Change (%)</th> </tr> </thead> <tbody> <tr><td>2002-2003</td><td>9.61%</td></tr> <tr><td>2003-2004</td><td>5.29%</td></tr> <tr><td>2004-2005</td><td>3.45%</td></tr> <tr><td>2005-2006</td><td>17.36%</td></tr> <tr><td>2006-2007</td><td>-2.12%</td></tr> <tr><td>2007-2008</td><td>-3.87%</td></tr> <tr><td>2008-2009</td><td>-4.59%</td></tr> <tr><td>2010-2011</td><td>0.00%</td></tr> <tr><td>2011-2012</td><td>0.86%</td></tr> </tbody> </table>			Fiscal Year	Change (%)	2002-2003	9.61%	2003-2004	5.29%	2004-2005	3.45%	2005-2006	17.36%	2006-2007	-2.12%	2007-2008	-3.87%	2008-2009	-4.59%	2010-2011	0.00%	2011-2012	0.86%
Fiscal Year	Change (%)																					
2002-2003	9.61%																					
2003-2004	5.29%																					
2004-2005	3.45%																					
2005-2006	17.36%																					
2006-2007	-2.12%																					
2007-2008	-3.87%																					
2008-2009	-4.59%																					
2010-2011	0.00%																					
2011-2012	0.86%																					
Assumption: Economic indicators show the local economy entering into a slow recovery period, and these revenues are expected to remain steady.																						

CHARGES FOR SERVICES (CONTINUED)

0115-6552 SANITATION RESIDENTIAL COLLECTION **\$ 1,835,000**

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 remain steady.

0115-6556 TRANSFER STATION **\$ 560,000**

Description:

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

Assumption:

This revenue is expected to remain steady.

0115-6559 LANDFILL **\$ 48,000**

Description:

Fees collected for landfill use.

Assumption:

Revenue is expected to remain steady.

0115-6561 POOL ADMISSION **\$ 197,500**

Description:

Revenue generated through the operations of our Aquatics Park.

Assumption:

Admissions are expected to remain steady.

0115-6562 POOL BASKETS & RENTALS **\$ 13,000**

Description:

This revenue account tracks all rentals at the Aquatics Park.

Assumption:

Rentals are expected to remain steady.

CHARGES FOR SERVICES (CONTINUED)

0115-6563	POOL CONCESSION	\$	66,100
Description: This revenue account tracks the sale of food items at the new Aquatics Water Park.			
Assumption: Concessions are expected to remain steady.			
0115-6564	POOL GIFTSHOP	\$	14,650
Description: This revenue account tracks the sale of gift items at the new Aquatics Water Park.			
Assumption: Giftshop sales are expected to remain steady.			
0115-6565	POOL CLASSES & PROGRAMS	\$	19,000
Description: User fees are collected from pool classes and programs.			
Assumption: Collections are expected to remain steady.			
0115-6568	SPORTS COMPLEX FEES	\$	25,000
Description: User fees are collected from area sports organizations.			
Assumption: Collections are projected to remain steady.			
0115-6599	OTHER MISCELLANEOUS SERVICES	\$	123,000
Description: Fees or charges for items which do not fall under a specific code.			
Assumption: Revenue for this item is projected to decrease.			
TOTAL CHARGES FOR SERVICES			\$ 6,547,100

FINES

0116-6611	MUNICIPAL COURT FINES	\$	700,000																						
Description: The collection of fines for traffic & ordinance violations, Class C misdemeanors, and the forfeiture of bonds.																									
<div style="display: flex; align-items: center;"> <div style="flex: 1;"> <p>Assumption: As collection procedures are put in place, revenues are expected to increase.</p> </div> <div style="flex: 2;"> <table border="1" style="margin-top: 10px; width: 100%; border-collapse: collapse;"> <caption>Percentage Change in Municipal Court Fines</caption> <thead> <tr> <th>Fiscal Year</th> <th>Percentage Change</th> </tr> </thead> <tbody> <tr><td>2003-2004</td><td>25.75%</td></tr> <tr><td>2004-2005</td><td>1.13%</td></tr> <tr><td>2005-2006</td><td>-0.14%</td></tr> <tr><td>2006-2007</td><td>-6.54%</td></tr> <tr><td>2007-2008</td><td>-1.27%</td></tr> <tr><td>2008-2009</td><td>-3.83%</td></tr> <tr><td>2009-2010</td><td>-4.14%</td></tr> <tr><td>2010-2011</td><td>0.00%</td></tr> <tr><td>2011-2012</td><td>-17.91%</td></tr> <tr><td>2012-2013</td><td>6.59%</td></tr> </tbody> </table> </div> </div>				Fiscal Year	Percentage Change	2003-2004	25.75%	2004-2005	1.13%	2005-2006	-0.14%	2006-2007	-6.54%	2007-2008	-1.27%	2008-2009	-3.83%	2009-2010	-4.14%	2010-2011	0.00%	2011-2012	-17.91%	2012-2013	6.59%
Fiscal Year	Percentage Change																								
2003-2004	25.75%																								
2004-2005	1.13%																								
2005-2006	-0.14%																								
2006-2007	-6.54%																								
2007-2008	-1.27%																								
2008-2009	-3.83%																								
2009-2010	-4.14%																								
2010-2011	0.00%																								
2011-2012	-17.91%																								
2012-2013	6.59%																								

FINES (CONTINUED)

0116-6647	LIBRARY FINES & FEES	\$	15,500
Description: The collection of fines for overdue or lost books. Cost of a fine is \$.10 per day, per book.			
Assumption: This revenue account has remained the same for the last few years.			
0116-6683	ANIMAL SHELTER	\$	23,000
Description: Animal shelter fees: \$23 for the first 3 days, \$4 per day after and \$2 per year for dog tags.			
Assumption: This revenue account is expected to remain steady.			
0116-6699	OTHER RESTITUTION	\$	5,000
Description: This account is used to account for revenue from fines not processed by municipal court.			
Assumption: Collections are expected to remain steady.			
TOTAL FINES			\$ 743,500
MISCELLANEOUS			
0117-6735	INTEREST ON INVESTMENTS	\$	18,000
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 remain steady.			
0119-6946	LIEN RELEASE PAYMENT	\$	5,000
Description: Receipts from property owners for demolition, mowing, or other liens held.			
Assumption: This revenue account varies each year. This estimate is similar to previous years.			
0119-6999	OTHER - MISCELLANEOUS REVENUE	\$	402,000
Description: Revenue not accounted for in any of the categories above.			
Assumption: This revenue account varies each year. This estimate increased this year due to the inclusion of Brazos Electric revenue.			
TOTAL MISCELLANEOUS			\$ 425,000
TOTAL RECEIPTS			\$ 30,645,955

ESTIMATED AD VALOREM TAX

REVENUE AND DISTRIBUTION

2012-2013

1¢ equals \$ 172,531

2012 TAX ROLL			Proposed Rate .740743
Real Estate Values			\$ 404,228,854
Improvement Values			1,314,553,443
Personal Property Values			682,142,501
Total Appraised Values (100%)			2,400,924,798
Less: Over 65 Homestead Exemptions (\$6,000/ea.)			11,551,387
Homestead Cap Loss - (Maximum 10% per year)			2,665,660
Disabled American Veterans Exemptions (\$1,500/2,000/2,500/3,000)			3,969,161
- % Percent Disability w/State			
Total Exempt Property (Cities & Churches)			294,952,381
General Homestead (\$5,000 or 10% of value, but not less than \$5,000)			59,550,489
Tax Abatements			34,247,473
Pollution Control			16,690,786
Agricultural Productivity Loss			35,671,735
Taxable Frozen			183,336,360
Protested Property			4,025,474
Tax Increment Financing #1			11,188,252
Tax Increment Financing #2			15,362,571
Tax Increment Financing #3			600,247
Total Exempt Proration			1,802,076
Total Exemptions			675,614,052
Net Assessed Value			1,725,310,746
Rate Per \$100 Valuation	Effective Rate	0.740743	0.740743
Subtotal			12,780,119
Plus Frozen Taxes			1,101,084
Total Levy Taxes			13,881,203
Percent of Collection			100%
Estimated General Fund Current Tax Collections			13,881,203
Estimated Delinquent Tax Collections			125,000
Estimated Total Tax Collections			\$ 14,006,203

PROPOSED DISTRIBUTION

<u>GENERAL FUND</u>	<u>Rate</u>	<u>% of Total</u>	
Current Tax			\$ 11,680,765
Delinquent Tax			105,185
Total General Fund	0.623321	84.15%	11,785,950
<u>GENERAL DEBT SERVICE FUND</u>			
Current Tax			2,200,437
Delinquent Tax			19,815
Total General Debt Service	0.117422	15.85%	2,220,252
<u>TOTAL GENERAL & GENERAL DEBT SERVICE</u>	0.740743	100.00%	<u>\$ 14,006,203</u>

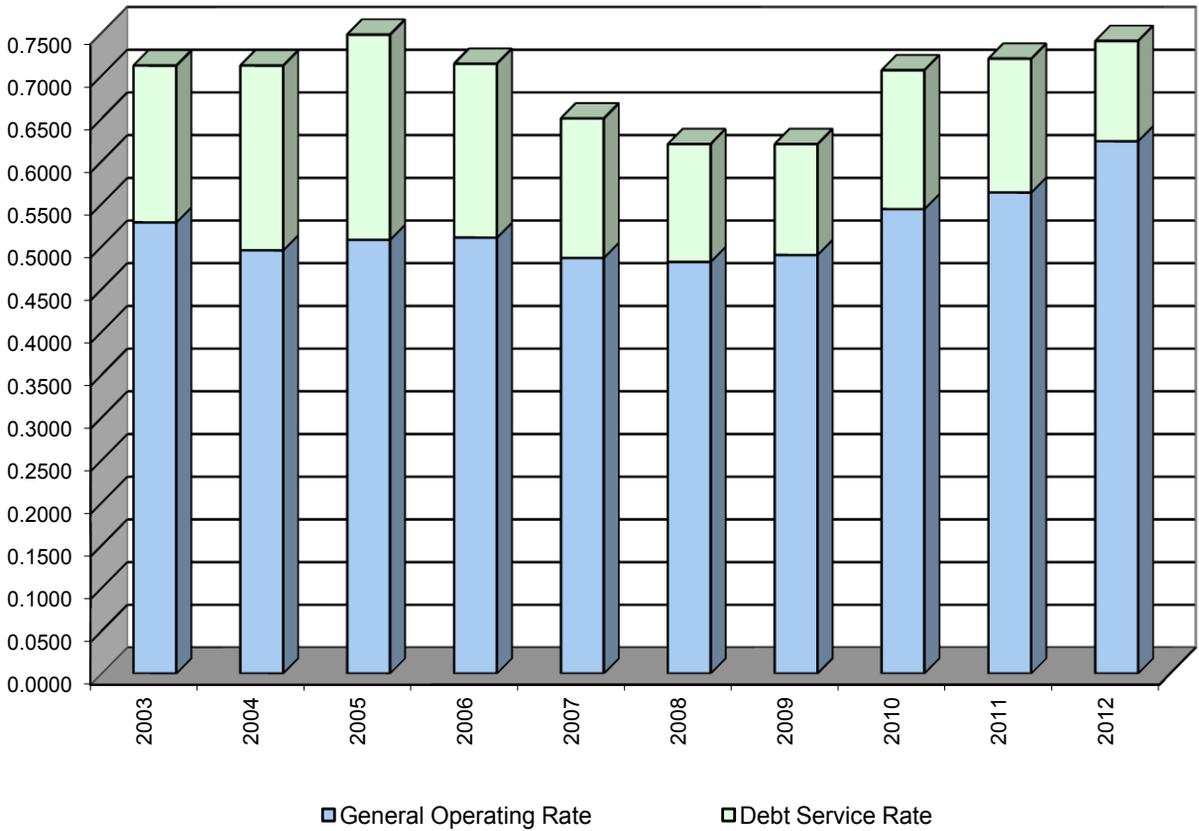
TAX INCREMENT FINANCING COLLECTIONS

	Valuation	Collections
Tax Increment Financing #1	11,188,252	\$ 82,876
Tax Increment Financing #2	15,362,571	\$ 113,797
Tax Increment Financing #3	600,247	\$ 4,446

Ad Valorem Tax

Tax Rate Per \$100 Valuation

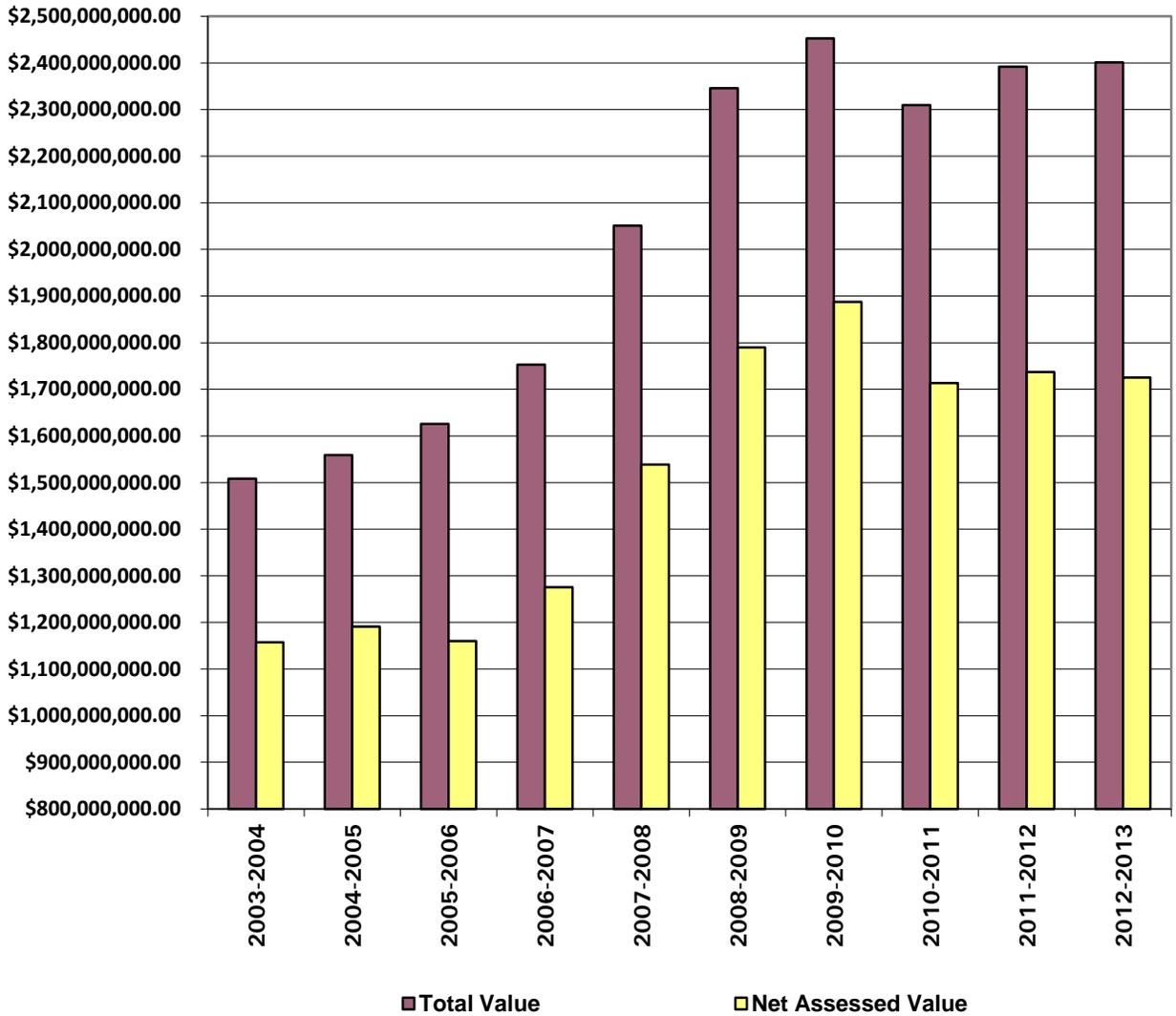
General Operating & Debt Service Rate



Tax Rates - 10 Years

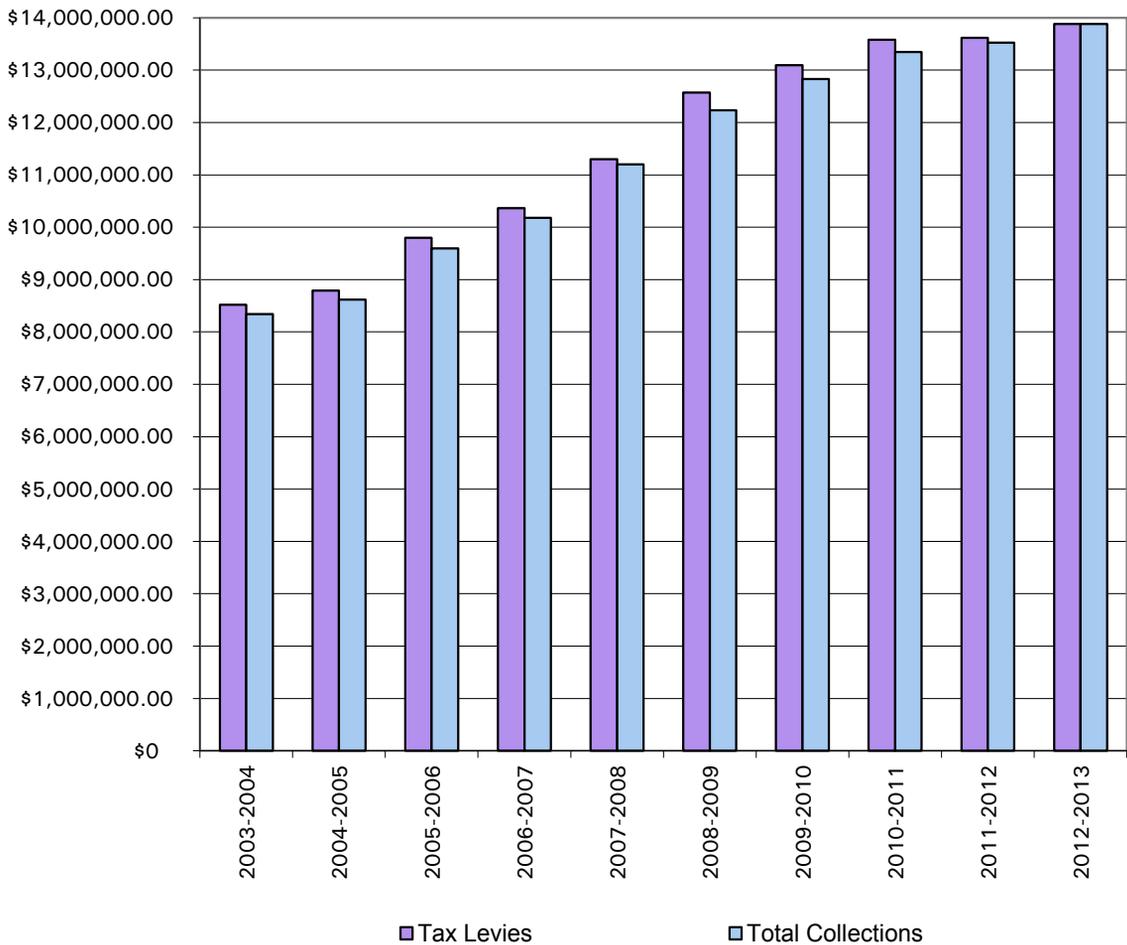
Year	Debt Service Rate	General Operating Rate	Tax Rate
2003	0.183570	0.528330	0.711900
2004	0.216200	0.495700	0.711900
2005	0.240183	0.507925	0.748108
2006	0.203484	0.510516	0.714000
2007	0.163300	0.486700	0.650000
2008	0.138000	0.482000	0.620000
2009	0.129872	0.490128	0.620000
2010	0.162556	0.543890	0.706446
2011	0.156656	0.563334	0.719990
2012	0.117422	0.623321	0.740743

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
2003-2004	\$ 1,120,509,900	387,517,270	1,508,027,170	(313,127,530)	(37,651,206)	\$ 1,157,248,434	8.5%	0.679005	0.711900
2004-2005	\$ 1,147,080,479	412,219,569	1,559,300,048	(331,643,259)	(36,555,437)	\$ 1,191,101,352	2.9%	0.704047	0.711900
2005-2006	\$ 1,202,307,460	423,353,669	1,625,661,129	(426,614,648)	(38,718,982)	\$ 1,160,327,499	-2.6%	0.748108	0.748108
2006-2007	\$ 1,248,973,312	503,707,775	1,752,681,087	(427,119,031)	(50,210,528)	\$ 1,275,351,528	9.9%	0.690118	0.714000
2007-2008	\$ 1,418,371,211	632,668,853	2,051,040,064	(468,001,453)	(44,633,617)	\$ 1,538,404,994	20.6%	0.607783	0.650000
2008-2009	\$ 1,504,784,933	840,878,896	2,345,663,829	(487,733,700)	(68,358,806)	\$ 1,789,571,323	16.3%	0.582462	0.620000
2009-2010	\$ 1,604,681,999	847,857,310	2,452,539,309	(503,048,192)	(61,898,896)	\$ 1,887,592,221	5.5%	0.596500	0.620000
2010-2011	\$ 1,622,285,209	687,159,008	2,309,444,217	(536,574,140)	(59,450,559)	\$ 1,713,419,518	-9.2%	0.686446	0.706446
2011-2012	\$ 1,675,730,154	715,878,939	2,391,609,093	(628,131,572)	(26,412,006)	\$ 1,737,065,515	-8.0%	0.703312	0.719990
2012-2013	\$ 1,718,782,297	682,142,501	2,400,924,798	(648,462,982)	(27,151,070)	\$ 1,725,310,746	0.7%	0.740743	0.740743

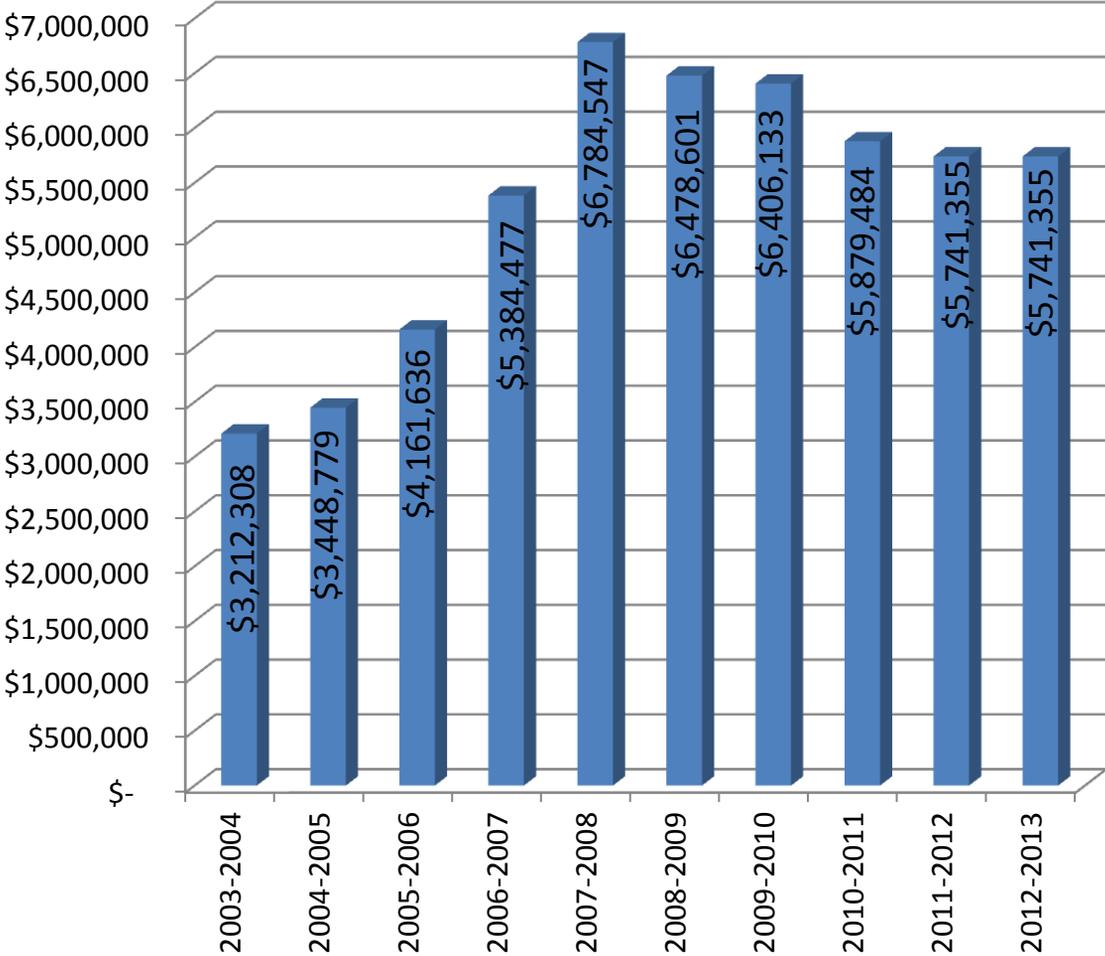
Property Tax Levies & Collections Ten Year Period



2003-2013

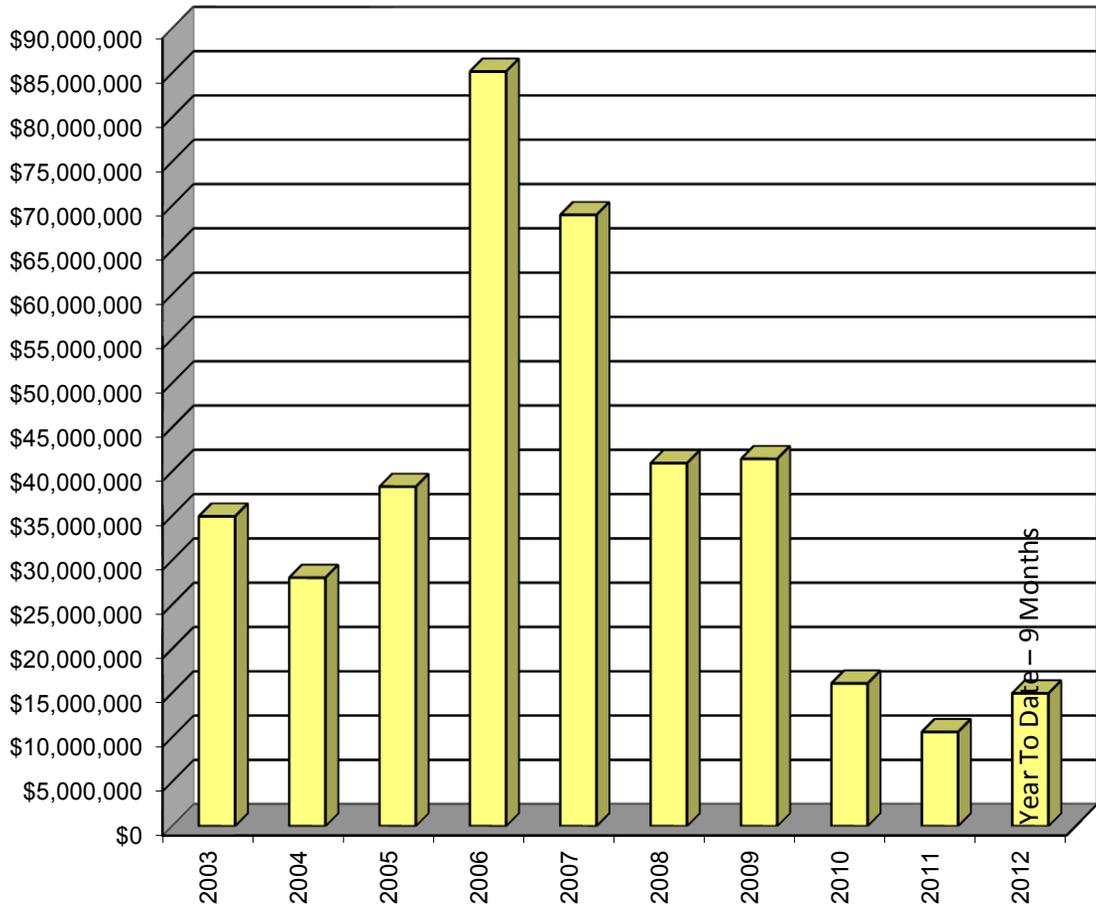
Fiscal Year	Total Tax Levy	Total Tax Collections	Percent of Tax Collections
2002-2003	\$ 7,933,543	\$ 7,779,455	98.06%
2003-2004	\$ 8,519,881	\$ 8,341,571	97.91%
2004-2005	\$ 8,791,207	\$ 8,614,443	97.99%
2005-2006	\$ 9,796,605	\$ 9,594,254	97.93%
2006-2007	\$ 10,366,793	\$ 10,180,827	98.21%
2007-2008	\$ 11,297,340	\$ 11,197,814	99.12%
2008-2009	\$ 12,571,922	\$ 12,234,237	97.31%
2009-2010	\$ 13,094,277	\$ 12,830,437	97.99%
2010-2011	\$ 13,581,221	\$ 13,345,628	98.27%
2011-2012	\$ 13,619,920	\$ 13,523,242	99.29%
2011-2012	\$ 13,880,000	\$ 13,880,000	100.00%

General Fund Sales Tax



The State of Texas has a 6.25% and the General Fund for the City of Cleburne has 1.50% Sales Tax Rate for a total of 7.75%. The Maximum Sales Tax Rate in the State is currently 8.25%. The years 2003-2011 are actual collections. The 2011-2012 year represents an estimated amount. The 2012-2013 year represents a budgeted amount.

Building Permits Issued Ten Year Period



Building Permits		
Calendar Year	Number	Value
2003	566	\$ 34,959,213
2004	502	\$ 28,040,604
2005	602	\$ 38,311,599
2006	592	\$ 85,177,332
2007	571	\$ 68,988,500
2008	370	\$ 40,965,873
2009	390	\$ 41,451,420
2010	400	\$ 16,111,264
2011	276	\$ 10,625,873
2012 - Through 9/2012	214	\$ 14,993,400

GENERAL FUND

How City Budgets Its Operating Dollar

Department	2011-2012 Cents Out of A Dollar	2012-2013 Cents Out of A Dollar	% Change
Police Services	23.34	23.00	-1.44%
Fire Services	20.13	20.64	2.55%
Refuse Collection	11.51	10.53	-8.51%
Non-Departmental	4.97	5.23	5.32%
Street Maintenance	4.56	5.09	11.53%
Municipal Golf	3.57	3.30	-7.44%
Parks and Recreation	2.94	2.99	1.66%
Municipal Swimming Pool	2.41	2.63	9.03%
Finance	2.26	2.27	0.59%
Information Technology	1.99	2.09	4.94%
Sports Complex	1.77	1.96	10.81%
Building Services	1.78	1.82	2.04%
Human Resources	1.73	1.70	-1.87%
Library	1.57	1.56	-0.77%
Cemetery	1.56	1.16	-25.71%
Health	1.49	1.51	1.46%
Fleet Maintenance	1.46	1.41	-3.76%
City Secretary	1.35	1.57	16.11%
Museum	0.77	0.72	-6.38%
Planning & Zoning	0.30	0.30	-1.26%
Municipal Court	1.15	1.13	-1.68%
Civic Center	1.08	1.09	0.50%
Animal Services	1.05	0.96	-8.82%
Economic Development	0.77	0.74	-3.48%
Inspections	0.88	0.89	0.91%
City Manager	0.91	0.85	-6.90%
Washington Rec Center	0.65	0.84	29.41%
Public Works	0.68	0.64	-5.18%
Engineering	0.69	0.62	-10.00%
City Attorney	0.58	0.56	-3.11%
City Council	0.12	0.21	71.29%
	100.00	100.00	

GENERAL FUND

Expenditures By Department

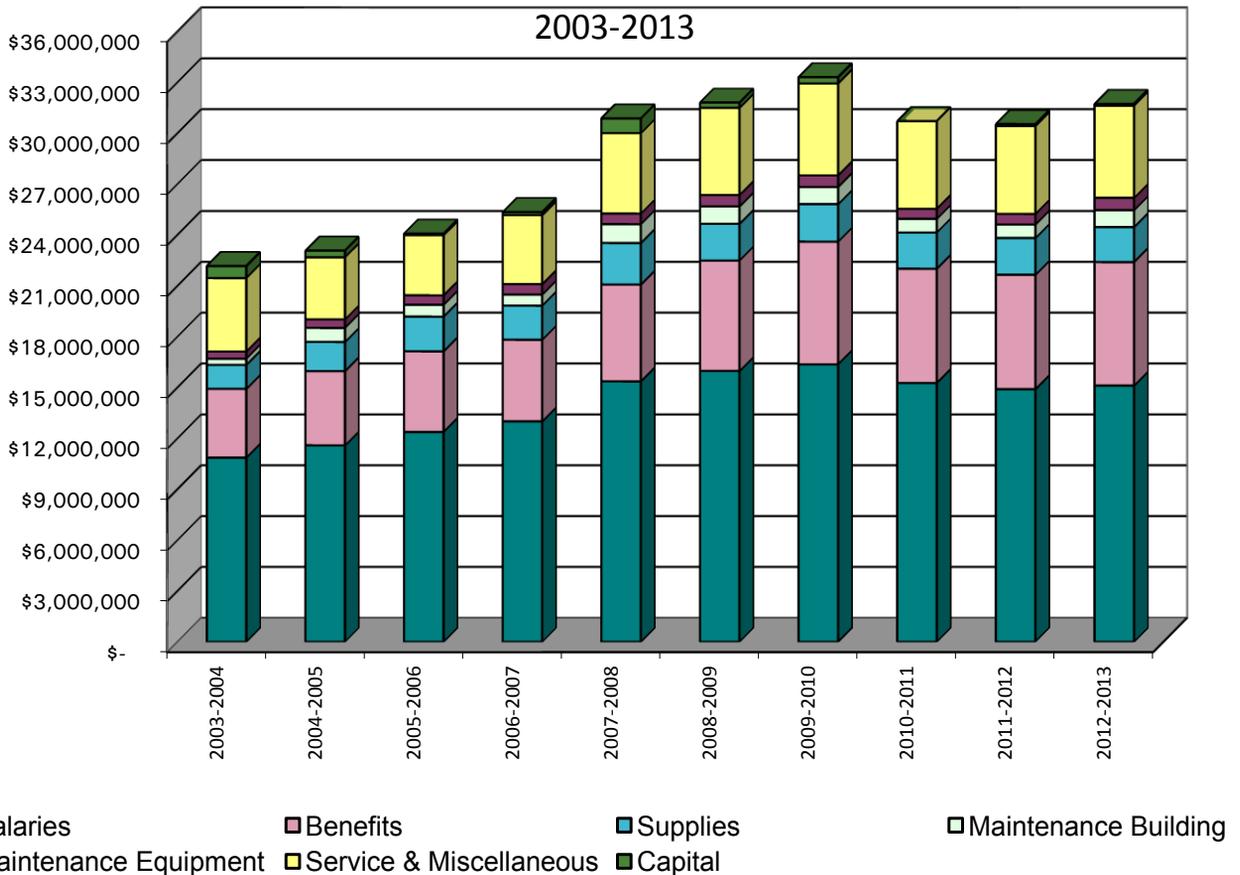
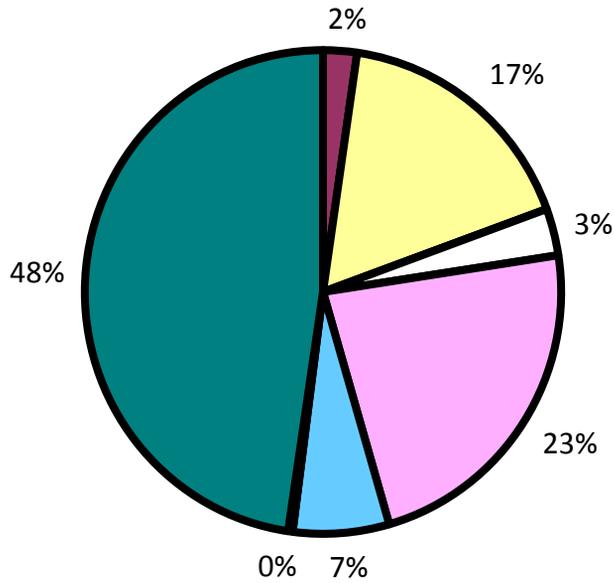
2012-2013

	ACTUAL 2010-2011	AMENDED BUDGET 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
<u>GENERAL GOVERNMENT</u>				
0131 City Council	\$ 24,502	\$ 37,255	\$ 37,220	\$ 65,200
0132 City Manager	295,943	277,482	255,250	268,732
0133 City Attorney	159,785	177,250	153,100	178,250
0134 City Secretary	404,723	412,100	382,850	497,220
0135 Finance	685,919	688,726	662,180	721,069
0136 Human Resources	412,046	526,707	464,943	538,488
0137 Municipal Court	334,783	350,021	374,385	358,659
0138 Information Technology	574,976	607,411	571,814	662,418
0139 Non-Departmental	1,976,382	1,517,877	2,547,264	1,660,389
0140 Economic Development	229,523	235,478	221,625	235,732
Total General Government	5,098,582	4,830,307	5,670,631	5,186,157
<u>PUBLIC SAFETY</u>				
0141 Police Services	7,178,776	7,123,329	6,805,353	7,296,803
0143 Animal Services	310,260	319,377	310,689	303,695
0147 Fire Services	6,230,862	6,144,313	6,048,290	6,547,861
0148 Health	424,508	454,087	450,158	479,525
Total Public Safety	14,144,406	14,041,106	13,614,490	14,627,884
<u>PUBLIC SERVICES - COMMUNITY</u>				
0152 Cemetery	451,891	477,185	314,269	367,618
0161 Building Services	451,987	542,235	499,200	576,114
0162 Civic Center	336,438	328,890	323,095	344,280
0163 Library	457,909	479,458	453,530	494,180
0165 Museum	243,672	234,819	229,085	228,656
Total Public Services - Community	1,941,897	2,062,587	1,819,179	2,010,848
<u>PUBLIC SERVICES - PARKS</u>				
0150 Washington Rec Center	207,886	197,400	199,716	266,807
0153 Parks and Recreation	834,604	896,331	875,308	948,052
0155 Municipal Golf	1,166,233	1,088,991	1,054,924	1,048,160
0156 Municipal Swimming Pools	690,545	735,453	713,475	833,482
0157 Sports Complex	429,292	538,900	516,232	622,147
Total Public Services - Parks	3,328,560	3,457,075	3,359,655	3,718,648
<u>PUBLIC WORKS</u>				
0171 Public Works	222,266	208,126	190,682	204,515
0172 Engineering	182,602	211,412	191,445	196,970
0173 Development Services	26,599	-	-	-
0174 Planning & Zoning	90,467	92,737	88,878	93,961
0176 Inspections	245,480	269,853	266,899	281,664
0178 Fleet Maintenance	455,619	445,840	430,179	445,700
0179 Street Maintenance	1,497,224	1,391,884	1,482,295	1,613,192
Total Public Works	2,720,257	2,619,852	2,650,378	2,836,002
<u>SANITATION</u>				
0191 Refuse Collection	3,612,077	3,514,821	3,292,732	3,340,162
Total Sanitation	3,612,077	3,514,821	3,292,732	3,340,162
TOTAL	\$ 30,845,779	\$ 30,525,748	\$ 30,407,065	\$ 31,719,701

General Fund Expenditures

2012-2013

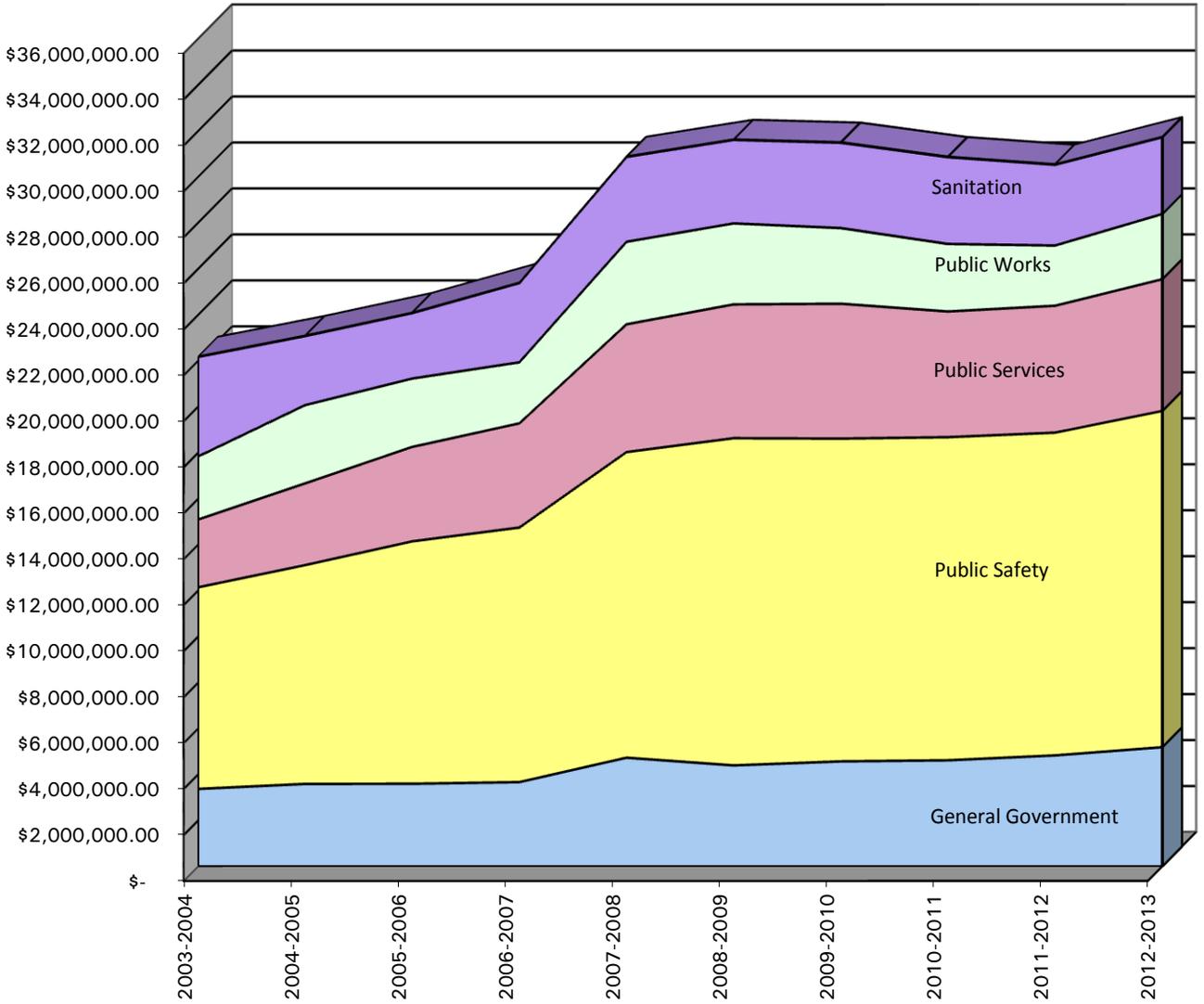
\$31,719,701



See General Fund – Summary of Receipts & Disbursements for related data.

2011-2012 data represent estimated amounts, and 2012-2013 data are budgeted amounts.

General Fund Expenditures By Division 2003-2013



Historical data compiled from Audits. The 2011-2012 data is an estimated amount, and the 2012-2013 data is the budgeted amount.

Department Detail

CITY COUNCIL SUMMARY

DEPARTMENT
City Council

0131

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
City Council meetings/workshops	39	32	32
Ordinances/resolutions considered	77	65	100

PERSONNEL SCHEDULE

Elected Officials	Pay Grade	2010-2011	2011-2012	2012-2013
Mayor	N/A	1	1	1
Council Members	N/A	4	4	4
TOTAL		5	5	5

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SUPPLIES & MATERIALS	4,470	9,625	13,725	7,200
M&R - EQUIPMENT & VEHICLES	-	-	-	-
CONTRACTURAL & MISC SERVICES	20,032	27,630	23,495	38,000
CAPITAL EQUIPMENT	-	-	-	20,000
TOTAL 01-31	\$ 24,502	\$ 37,255	\$ 37,220	\$ 65,200

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8301 OFFICE SUPPLIES	1,065	2,275	1,315	2,890
8364 MINOR EQUIPMENT	2,288	4,600	10,200	2,000
8399 OTHER SUPPLIES	1,117	2,750	2,210	2,310
8559 M&R - OFFICE EQUIPMENT	-	-	-	-
8636 COMMUNICATIONS	8,528	7,500	6,500	6,500
8643 DUES	1,090	1,495	1,495	2,465
8684 TRAINING	150	2,070	500	2,070
8690 TRAVEL EXPENSES	1,756	7,965	3,500	15,165
8699 OTHER MISCELLANEOUS SERVICES	8,508	8,600	11,500	11,800
8930 CAPITAL EQUIPMENT	-	-	-	20,000
TOTAL 01-31	\$ 24,502	\$ 37,255	\$ 37,220	\$ 65,200

CITY MANAGER SUMMARY

DEPARTMENT
City Manager

0132

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Council meetings	28	28	24
Director's meetings	52	52	24
Planning workshops	0	0	4
Budget workshops	6	3	6
Communiqués (staff)	0	7	6

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2010-2011	2011-2012	2012-2013
City Manager	N/A	1	1	1
Assistant City Manager	N/A	1	1	1
Executive Secretary	17	1	1	1
Total		3	3	3
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	207,762	181,825	176,900	182,505
BENEFITS	73,967	80,158	63,100	72,383
SUPPLIES & MATERIALS	3,362	3,300	3,300	2,150
M&R - EQUIPMENT & VEHICLES	22	300	300	300
CONTRACTURAL & MISC SERVICES	8,647	11,900	11,650	11,395
TOTAL 01-32	\$ 293,760	\$ 277,483	\$ 255,250	\$ 268,733

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	196,181	172,175	172,000	178,805
8150 VEHICLE ALLOWANCE	10,950	9,000	4,200	3,000
8190 NON-CASH BENEFITS	631	650	700	700
8210 SOCIAL SECURITY CONTRIBUTIONS	10,034	10,675	9,400	11,086
8220 MEDICARE CONTRIBUTIONS	2,833	2,497	2,500	2,593
8230 RETIREMENT CONTRIBUTIONS	34,183	34,534	31,900	33,928
8240 HEALTH/LIFE INSURANCE	26,917	32,452	19,300	24,776
8301 OFFICE SUPPLIES	929	1,400	1,400	1,000
8308 BOOKS & SUBSCRIPTIONS	240	150	150	150
8399 OTHER SUPPLIES	2,193	1,750	1,750	1,000
8559 M&R - OFFICE EQUIPMENT	22	300	300	300
8636 COMMUNICATIONS	6,153	6,500	6,500	6,500
8643 DUES	851	2,900	2,500	2,675
8660 POSTAGE	135	150	150	150
8664 PROFESSIONAL SERVICES	160	-	-	-
8684 TRAINING	25	600	600	500
8690 TRAVEL EXPENSES	1,249	1,500	1,500	1,000
8699 OTHER MISCELLANEOUS SERVICES	74	250	400	570
TOTAL 01-32	\$ 293,760	\$ 277,483	\$ 255,250	\$ 268,733

CITY ATTORNEY SUMMARY

DEPARTMENT
City Attorney

0133

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

LINE ITEM DETAIL

CATEGORY	2011		2012		2013	
	ACTUAL	BUDGET	ESTIMATE	ESTIMATE	PROPOSED	PROPOSED
SUPPLIES & MATERIALS	3	250	100	100	250	250
CONTRACTURAL & MISC SERVICES	159,782	177,000	153,000	153,000	178,000	178,000
TOTAL 01-33	\$ 159,785	\$ 177,250	\$ 153,100	\$ 153,100	\$ 178,250	\$ 178,250

ACCOUNT	2011		2012		2013	
	ACTUAL	BUDGET	ESTIMATE	ESTIMATE	PROPOSED	PROPOSED
8301 OFFICE SUPPLIES	3	250	100	100	250	250
8652 FEES & PERMITS	2,084	3,000	3,000	3,000	3,000	3,000
8664 PROFESSIONAL SERVICES	157,658	174,000	150,000	150,000	175,000	175,000
8690 TRAVEL EXPENSES	40	-	-	-	-	-
TOTAL 01-33	\$ 159,785	\$ 177,250	\$ 153,100	\$ 153,100	\$ 178,250	\$ 178,250

CITY SECRETARY SUMMARY

DEPARTMENT
City Secretary

0134

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
City Council Agendas Prepared/Meetings Attended	39	32	32
4B Economic Development Board agendas prepared/meetings attended	24	24	24
Public recognitions, plaques, certificates, proclamations	25	30	30
Ambulance and wrecker permits prepared	3	4	4
Alcoholic beverage permit applications processed	60	65	65
Penalty ordinances published and codified	17	20	40
Official documents scanned and indexed	3,000	5,000	8,000
Elections conducted	2	0	2
Public information requests processed	765	765	765
Calls and citizen inquiries/receptionist	24,000+	24,000+	24,000+
Property liens processed	130	150	150
Bankruptcy claims filed	7	10	12

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2010-2011	2011-2012	2012-2013
City Secretary/Records Manager	N/A	1	1	1
Deputy City Secretary	15	1	1	1
Records Coordinator	14	1	1	1
Legal Secretary	14	1	1	1
TOTAL		4	4	4
Part Time		2	2	2

LINE ITEM DETAIL

CATEGORY	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 PROPOSED
SALARIES & WAGES	237,132	242,247	223,700	247,629
BENEFITS	87,980	90,048	83,400	98,027
SUPPLIES & MATERIALS	3,965	4,600	5,105	5,530
M&R - EQUIPMENT & VEHICLES	9,341	10,420	13,920	48,900
CONTRACTURAL & MISC SERVICES	63,101	64,785	56,725	97,135
TOTAL 01-34	\$ 401,519	\$ 412,100	\$ 382,850	\$ 497,221

ACCOUNT	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 PROPOSED
8110 PERSONNEL	228,845	233,822	217,000	240,929
8130 OVERTIME	373	500	-	500
8150 VEHICLE ALLOWANCE	7,800	7,800	6,500	6,000
8190 NON-CASH BENEFITS	114	125	200	200
8210 SOCIAL SECURITY CONTRIBUTIONS	14,267	14,528	13,300	14,969
8220 MEDICARE CONTRIBUTIONS	3,336	3,398	3,100	3,501
8230 RETIREMENT CONTRIBUTIONS	38,903	44,965	39,700	43,839
8240 HEALTH/LIFE INSURANCE	31,474	27,157	27,300	35,718
8301 OFFICE SUPPLIES	3,425	3,450	4,140	4,040
8308 BOOKS & SUBSCRIPTIONS	171	850	665	790
8364 MINOR EQUIPMENT	56	300	-	400
8399 OTHER SUPPLIES	313	-	300	300
8559 M&R - OFFICE EQUIPMENT	64	500	400	400
8577 M&R - SOFTWARE	9,277	9,920	13,520	48,500
8608 ADVERTISING	34,057	32,000	30,500	33,100
8629 CODIFICATION	4,468	4,400	15,400	14,400
8636 COMMUNICATIONS	3,568	3,700	3,760	3,760
8643 DUES	1,202	1,725	1,725	1,615
8645 ELECTION COSTS	12,728	14,750	-	34,750
8660 POSTAGE	906	870	840	870
8664 PROFESSIONAL SERVICES	1,548	2,000	2,000	4,000
8684 TRAINING	1,815	1,630	1,500	1,880
8690 TRAVEL EXPENSES	2,799	3,710	1,000	2,760
8699 OTHER MISCELLANEOUS SERVICES	10	-	-	-
TOTAL 01-34	\$ 401,519	\$ 412,100	\$ 382,850	\$ 497,221

FINANCE SUMMARY

DEPARTMENT
Finance

0135

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Accounts payable checks issued	9,342	8,757	8,500
Journal entries made	1,149	1,801	1,500
Bid openings	11	14	15
Grants received	18	19	10
Bond issued processed	3	1	0
Payroll checks issued (direct deposit)	9,514	9,166	9,200
Number of funds maintained	60	63	56
Dollars generated through investment return	\$74,435.25	\$89,904.88	\$68,835.00
Fixed assets maintained	1,202	1,188	1,234

PERSONNEL SCHEDULE

Personnel	PAY GRADE	2010-2011	2011-2012	2012-2013
Director of Finance	N/A	1	1	1
Assistant Director of Finance\Chief Accountant	31	1	1	1
Budget & Purchasing Manager	27	1	0	0
Accountant	25	0	2	2
Office Coordinator	17	1	1	1
Senior Accounting Coordinator	14	3	2	2
TOTAL		7	7	7
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	410,976	415,735	415,200	437,211
BENEFITS	161,800	175,006	168,600	196,908
SUPPLIES & MATERIALS	8,779	8,600	5,750	7,300
M&R - EQUIPMENT & VEHICLES	27,111	33,785	35,680	37,200
CONTRACTURAL & MISC SERVICES	70,916	55,600	36,950	42,450
TOTAL 01-35	\$ 679,582	\$ 688,726	\$ 662,180	\$ 721,069

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	400,772	405,385	407,000	429,811
8130 OVERTIME	38	-	-	-
8150 VEHICLE ALLOWANCE	9,375	9,000	6,800	6,000
8190 NON-CASH BENEFITS	791	1,350	1,400	1,400
8210 SOCIAL SECURITY CONTRIBUTIONS	22,873	25,134	24,400	26,648
8220 MEDICARE CONTRIBUTIONS	5,657	5,878	5,800	6,232
8230 RETIREMENT CONTRIBUTIONS	67,873	81,310	75,400	81,557
8240 HEALTH/LIFE INSURANCE	65,397	62,684	63,000	82,471
8301 OFFICE SUPPLIES	3,841	5,000	3,000	4,000
8308 BOOKS & SUBSCRIPTIONS	177	300	250	300
8399 OTHER SUPPLIES	4,253	2,000	1,500	2,000
8559 M&R - OFFICE EQUIPMENT	508	1,300	1,000	1,000
8577 M&R - SOFTWARE	23,666	29,895	31,830	33,300
8636 COMMUNICATIONS	3,445	3,890	3,850	3,900
8643 DUES	1,319	1,850	1,650	2,700
8660 POSTAGE	3,675	3,800	3,800	3,800
8662 PRINTING	1,164	2,800	2,900	2,900
8664 PROFESSIONAL SERVICES	57,529	35,025	17,100	17,200
8684 TRAINING	2,742	3,350	4,500	5,100
8690 TRAVEL EXPENSES	4,481	7,775	6,000	9,750
8699 OTHER MISCELLANEOUS SERVICES	6	1,000	1,000	1,000
TOTAL 01-35	\$ 679,582	\$ 688,726	\$ 662,180	\$ 721,069

HUMAN RESOURCES SUMMARY

DEPARTMENT
Human Resources

0136

DIVISION
General Government

DESCRIPTION OF SERVICES

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

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

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Turnover rate (not counting seasonal positions)	15.1%	8.4%	11.3%
Participants in wellness initiative	83.1%	95.8%	96%
Grievances filed	1	0	1
Training sessions offered by Human Resources	14	18	24

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2010-2011	2011-2012	2012-2013
Human Resources Director	N/A	1	1	1
Risk Manager	24	1	1	1
Human Resources Analyst	19	2	2	2
Clerk	14	0	0	0
TOTAL		4	4	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	236,785	235,993	227,800	241,157
BENEFITS	78,505	87,011	75,700	79,594
SUPPLIES & MATERIALS	36,846	52,200	50,525	52,875
M&R - EQUIPMENT & VEHICLES	3,713	11,250	15,050	15,250
CONTRACTURAL & MISC SERVICES	53,932	98,753	95,868	104,613
CAPITAL OUTLAY - EQUIPMENT	-	41,500	-	45,000
TOTAL 01-36	\$ 409,781	\$ 526,707	\$ 464,943	\$ 538,489

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	227,743	226,993	221,000	235,157
8150 VEHICLE ALLOWANCE	9,000	9,000	6,800	6,000
8190 NON-CASH BENEFITS	42	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	14,160	14,074	13,700	14,580
8220 MEDICARE CONTRIBUTIONS	3,312	3,291	3,200	3,410
8230 RETIREMENT CONTRIBUTIONS	40,065	45,529	41,500	44,621
8240 HEALTH/LIFE INSURANCE	20,968	24,117	17,300	16,983
8301 OFFICE SUPPLIES	5,583	7,400	7,200	7,400
8308 BOOKS & SUBSCRIPTIONS	1,597	2,400	2,400	2,500
8322 CLOTHING	20	200	150	200
8336 FUEL & LUBRICANTS	281	500	275	275
8357 MEDICAL SUPPLIES	4,035	7,700	8,500	8,500
8399 OTHER SUPPLIES	25,330	34,000	32,000	34,000
8557 M&R - VEHICLES	88	500	400	500
8559 M&R - OFFICE EQUIPMENT	545	750	650	750
8577 M&R - SOFTWARE	3,080	10,000	14,000	14,000
8608 ADVERTISING	-	1,000	400	1,000
8636 COMMUNICATIONS	4,049	4,200	5,600	5,600
8643 DUES	1,747	2,885	2,800	3,080
8660 POSTAGE	993	1,200	1,100	1,200
8662 PRINTING	-	1,000	500	1,000
8664 PROFESSIONAL SERVICES	43,532	62,000	65,000	67,000
8670 VEHICLE USE FEE	1,903	1,468	1,468	1,683
8684 TRAINING	524	3,035	2,000	3,085
8690 TRAVEL EXPENSES	1,069	6,965	3,000	6,965
8699 OTHER MISCELLANEOUS SERVICES	115	15,000	14,000	14,000
8990 CAPITAL - OTHER EXPENDITURES	-	41,500	-	45,000
TOTAL 01-36	\$ 409,781	\$ 526,707	\$ 464,943	\$ 538,489

MUNICIPAL COURT SUMMARY

DEPARTMENT
Municipal Court

0137

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

- To provide excellent customer service to a person appearing in a criminal proceeding and a meaningful opportunity for that person to be heard
- To ensure appropriate dignity in court by mandating a dress code for defendants which creates an atmosphere of respect
- To promote adherence to the rules through fine payments, which hopefully will change behavior
- To process cases without unnecessary expense or delay

BUDGET HIGHLIGHTS & CHALLENGES

During this budget year we will be upgrading our software program to Incode Version X. It will be challenging to learn the new program, but rewarding to provide the different city departments and our citizens with the most current and accurate information available.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Total cases files	11,500	10,000	9,000
Total convictions	4,700	4,000	3,500
Total dismissals	5,400	4,500	4,000
Outstanding warrants	1,400	1,500	1,500
Fines collected	775,000	760,000	725,000

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2010-2011	2011-2012	2012-2013
Municipal Judge	N/A	1	1	1
Municipal Court Clerk	17	1	1	1
Deputy Municipal Court Clerk	12	2	2	2
TOTAL		4	4	4
Part Time		1	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	174,744	178,883	174,000	184,314
BENEFITS	81,539	90,748	77,800	86,525
SUPPLIES & MATERIALS	4,916	4,850	3,700	6,650
M&R - OTHER	-	-	-	1,850
M&R - EQUIPMENT & VEHICLES	11,716	12,200	20,600	14,500
CONTRACTURAL & MISC SERVICES	57,509	63,340	62,585	64,820
TOTAL 01-37	\$ 330,424	\$ 350,021	\$ 338,685	\$ 358,659

ACCOUNT	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	170,028	174,383	171,000	181,314
8130 OVERTIME	4,708	4,500	3,000	3,000
8190 NON-CASH BENEFITS	8	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	10,214	11,091	9,900	11,427
8220 MEDICARE CONTRIBUTIONS	2,389	2,594	2,400	2,673
8230 RETIREMENT CONTRIBUTIONS	22,360	35,879	24,000	26,141
8240 HEALTH/LIFE INSURANCE	46,576	41,184	41,500	46,284
8301 OFFICE SUPPLIES	4,682	4,500	3,500	4,000
8308 BOOKS & SUBSCRIPTIONS	80	100	100	100
8322 CLOTHING	107	150	100	150
8357 MEDICAL SUPPLIES	15	100	-	-
8364 MINOR EQUIPMENT	-	-	-	2,400
8399 OTHER SUPPLIES	32	-	-	-
8499 M&R - OTHER	-	-	-	1,850
8557 M&R - VEHICLES	25	-	-	-
8559 M&R - OFFICE EQUIPMENT	2,788	3,200	5,600	4,000
8577 M&R - SOFTWARE	8,903	9,000	15,000	10,500
8636 COMMUNICATIONS	3,425	3,800	3,600	3,600
8643 DUES	256	240	535	320
8660 POSTAGE	2,917	3,000	3,000	3,000
8662 PRINTING	2,013	4,000	4,600	4,000
8664 PROFESSIONAL SERVICES	47,703	50,000	49,000	51,000
8684 TRAINING	600	450	550	600
8690 TRAVEL EXPENSES	343	1,550	1,000	2,000
8699 OTHER MISCELLANEOUS SERVICES	252	300	300	300
TOTAL 01-37	\$ 330,424	\$ 350,021	\$ 338,685	\$ 358,659

INFORMATION TECHNOLOGY SUMMARY

DEPARTMENT
Information Technology

0138

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Personal computers supported	170	176	183
Number of servers supported	25	31	20
Number of helpdesk tickets	4,023	4,023	5,000
Number of departmental applications supported	20	26	28
Telephone extensions supported	317	317	300

PERSONNEL SCHEDULE

	PAY GRADE	2010-2011	2011-2012	2012-2013
Full Time				
Manager	30	1	1	1
Network Administrator	25	1	1	1
Web Developer	23	1	1	1
Senior GIS Coordinator	26	1	1	1
Network Support Analyst	20	1	1	1
TOTAL		5	5	5
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	306,943	310,076	301,200	322,955
BENEFITS	131,476	138,678	129,600	153,543
SUPPLIES & MATERIALS	1,837	4,338	2,475	2,850
M&R - LAND, STRUCTURES & STREETS	483	933	1,783	2,433
M&R - EQUIPMENT & VEHICLES	92,780	109,350	103,349	137,612
CONTRACTURAL & MISC SERVICES	37,212	44,036	33,407	43,025
TOTAL 01-38	\$ 570,731	\$ 607,411	\$ 571,814	\$ 662,418

ACCOUNT	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	306,796	309,426	301,000	322,805
8130 OVERTIME	-	500	-	-
8190 NON-CASH BENEFITS	147	150	200	150
8210 SOCIAL SECURITY CONTRIBUTIONS	18,024	19,215	17,600	20,014
8220 MEDICARE CONTRIBUTIONS	4,215	4,494	4,200	4,681
8230 RETIREMENT CONTRIBUTIONS	51,930	62,163	54,800	61,252
8240 HEALTH/LIFE INSURANCE	57,307	52,806	53,000	67,596
8301 OFFICE SUPPLIES	332	900	600	900
8322 CLOTHING	-	250	250	275
8336 FUEL & LUBRICANTS	924	1,540	725	725
8388 UTILITY - WATER & SEWER FEES	407	1,148	450	450
8399 OTHER SUPPLIES	174	500	450	500
8419 M&R - STRUCTURES	483	933	1,783	2,433
8509 M&R - COMPUTERS	15,838	25,000	25,000	48,545
8557 M&R - VEHICLES	189	500	250	500
8559 M&R - OFFICE EQUIPMENT	1,255	250	150	250
8577 M&R - SOFTWARE	30,600	30,100	27,449	27,767
8599 M&R - OTHER EQUIPMENT	44,898	53,500	50,500	60,550
8636 COMMUNICATIONS	34,563	36,142	30,793	36,198
8643 DUES	-	100	100	100
8660 POSTAGE	14	150	120	150
8664 PROFESSIONAL SERVICES	85	4,850	50	3,500
8670 VEHICLE USE FEE	1,302	1,144	1,144	1,327
8684 TRAINING	375	550	450	550
8690 TRAVEL EXPENSES	873	1,100	750	1,200
TOTAL 01-38	\$ 570,731	\$ 607,411	\$ 571,814	\$ 662,418

NON-DEPARTMENTAL SUMMARY

DEPARTMENT
Non-Departmental

0139

DIVISION
General Government

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

To account for those items which benefit all departments.

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Drug Task Force Leader	NA	1	1	1
TOTAL		1	1	1

LINE ITEM DETAIL

CATEGORY	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 PROPOSED
SALARIES & WAGES	908,872	383,264	1,200,000	386,187
BENEFITS	391,622	386,312	562,389	449,252
SUPPLIES & MATERIALS	1,995	2,000	3,000	3,000
M&R - EQUIPMENT & VEHICLES	4,715	3,000	1,500	3,000
CONTRACTURAL & MISC SERVICES	667,433	743,050	780,125	818,700
BAD DEBT EXPENSE	132	250	250	250
TOTAL 01-39	\$ 1,974,769	\$ 1,517,876	\$ 2,547,264	\$ 1,660,389

ACCOUNT	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 PROPOSED
8110 PERSONNEL	908,832	383,264	1,200,000	386,187
8190 NON-CASH BENEFITS	40	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	37,473	24,162	74,400	24,344
8220 MEDICARE CONTRIBUTIONS	13,144	6,207	17,400	6,250
8230 RETIREMENT CONTRIBUTIONS	150,796	76,701	229,800	76,354
8240 HEALTH/LIFE INSURANCE	53,942	79,242	15,789	82,304
8250 WORKERS COMPENSATION	129,707	190,000	200,000	250,000
8260 UNEMPLOYMENT COMPENSATION	6,560	10,000	25,000	10,000
8399 OTHER SUPPLIES	1,995	2,000	3,000	3,000
8559 M&R - OFFICE EQUIPMENT	2,102	3,000	1,500	3,000
8577 M&R - SOFTWARE	2,613	-	-	-
8615 AUDITS	25,225	20,000	25,000	25,000
8643 DUES	21,693	22,450	20,500	22,450
8650 EMPLOYEE EDUCATIONAL PLAN	(3,268)	-	-	25,000
8657 INSURANCE	201,316	225,000	200,000	220,000
8660 POSTAGE	19	100	-	-
8664 PROFESSIONAL SERVICES	413,487	471,600	456,250	522,250
8684 TRAINING	4,688	-	100	100
8690 TRAVEL EXPENSES	556	-	-	-
8699 OTHER MISCELLANEOUS SERVICES	3,717	3,900	78,275	3,900
8711 BAD DEBT EXPENSE	132	250	250	250
TOTAL 01-39	\$ 1,974,769	\$ 1,517,876	\$ 2,547,264	\$ 1,660,389

ECONOMIC DEVELOPMENT SUMMARY

DEPARTMENT
ECONOMIC DEVELOPMENT

0140

DIVISION
General Government

DESCRIPTION OF SERVICES

Economic Development is charged with recruiting businesses and development projects to Cleburne that will improve the quality of life for citizens and enlarge that tax base. It is also responsible for working with existing businesses on expansions as well as retention of these businesses. Manage activities for Cleburne Economic Development Foundation, Inc., a not-for-profit industrial land development corporation.

GOALS & OBJECTIVES

1. Increase the city property tax base in order to minimize taxes paid by the citizens and help fund city services required by our citizens.
2. Improve the quality of life by creating quality job opportunities for Cleburne citizens.
3. Manage CEDF property (land purchases and sales) so they increase local tax revenues and create jobs.

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Gross city assessed tax values (billions)	\$2.30944	\$2.39161	\$2.40000
City workforce	13,779	13,552	13,780
Unemployment	7.50%	6.70%	6.50%

PERSONNEL SCHEDULE

Full Time	PAY GRADE	2010-2011	2011-2012	2012-2013
Economic Development Director	N/A	1	1	1
Senior Secretary	17	1	1	1
TOTAL		2	2	2
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	150,794	151,000	148,550	153,045
BENEFITS	55,904	56,553	50,500	54,946
SUPPLIES & MATERIALS	8,062	11,900	8,700	9,000
M&R - LAND, STRUCTURES & STREETS	701	500	500	500
M&R - EQUIPMENT & VEHICLES	369	360	260	300
CONTRACTURAL & MISC SERVICES	11,975	15,165	13,115	17,940
TOTAL 01-40	\$ 227,805	\$ 235,478	\$ 221,625	\$ 235,731

ACCOUNT	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	141,398	141,600	141,350	146,645
8150 VEHICLE ALLOWANCE	9,000	9,000	6,800	6,000
8190 NON-CASH BENEFITS	396	400	400	400
8210 SOCIAL SECURITY CONTRIBUTIONS	8,846	8,779	9,000	9,092
8220 MEDICARE CONTRIBUTIONS	2,109	2,053	2,100	2,126
8230 RETIREMENT CONTRIBUTIONS	25,512	28,401	27,200	27,826
8240 HEALTH/LIFE INSURANCE	19,437	17,320	12,200	15,902
8301 OFFICE SUPPLIES	665	1,000	800	900
8308 BOOKS & SUBSCRIPTIONS	447	600	500	500
8364 MINOR EQUIPMENT	-	3,500	-	-
8382 UTILITY - ELECTRICAL FEES	6,843	6,600	7,200	7,400
8399 OTHER SUPPLIES	107	200	200	200
8419 M&R - STRUCTURES	701	500	500	500
8559 M&R - OFFICE EQUIPMENT	369	360	260	300
8608 ADVERTISING	3,861	5,000	4,000	5,000
8636 COMMUNICATIONS	3,994	4,000	4,400	4,500
8643 DUES	1,918	1,945	1,945	2,075
8660 POSTAGE	163	240	420	420
8662 PRINTING	229	600	600	600
8664 PROFESSIONAL SERVICES	-	500	500	500
8675 RENTAL OF PROPERTY	600	-	-	-
8684 TRAINING	-	1,050	750	1,050
8690 TRAVEL EXPENSES	522	480	500	2,795
8699 OTHER MISCELLANEOUS SERVICES	688	1,350	-	1,000
TOTAL 01-40	\$ 227,805	\$ 235,478	\$ 221,625	\$ 235,731

POLICE DEPARTMENT SUMMARY

DEPARTMENT
Police Department

0141

DIVISION
Public Safety

DESCRIPTION OF SERVICES

We provide effective and efficient service to all citizens by focusing on our Six Core Values – Integrity, Truth, Respect, Honesty, Courage and Compassion. We strive to protect individual rights as provided for in Federal, State, and local laws.

GOALS & OBJECTIVES

1. To continue to reduce the crime rate and increase the crime clearance rate through public education programs and effective policing strategies
2. To provide our officers with all of the equipment and technology necessary to provide the service demanded by our community
3. To decrease the number of traffic accidents through aggressive enforcement activities

BUDGET HIGHLIGHTS & CHALLENGES

In the upcoming budget year, we will seek to bring our manpower levels to full strength and work to minimize turnover by supporting employees through career development, achievement recognition and the provision of current technology and equipment.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Calls for Service	34,658	35,000	35,000
Arrests	2,003	2,000	2,250
Citations Issued	11,549	11,000	11,000
UCR Part 1 Offenses	1,965	1,850	1,850
Accidents Investigated	995	900	900

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
COMMISSIONED OFFICERS				
Commander	N/A	3	3	3
Sergeants	N/A	6	5	6
Corporals	N/A	14	14	14
Officers	N/A	32	32	31
NON-CIVIL SERVICE PERSONNEL				
Chief	N/A	1	1	1
Telecommunications Supervisor	20	1	1	1
Crime Scene Technician	19	1	1	1
Crime Scene Technician	17	1	1	1
Senior Secretary	17	1	1	1
Telecommunicator	15	11	11	11
Secretary - CID	12	1	1	1
Senior Records Clerk	11	3	2	2
Meter Enforcement Officer	11	0	0	0
TOTAL		75	73	73
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	4,435,350	4,415,039	4,251,500	4,496,262
BENEFITS	1,895,481	1,959,803	1,795,400	2,127,386
SUPPLIES & MATERIALS	230,283	224,390	206,400	206,546
M&R - EQUIPMENT & VEHICLES	141,262	142,930	162,160	147,000
CONTRACTURAL & MISC SERVICES	400,145	381,167	389,893	319,609
TOTAL 01-41	\$ 7,102,521	\$ 7,123,329	\$ 6,805,353	\$ 7,296,803

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	4,231,101	4,263,339	4,057,000	4,344,562
8130 OVERTIME	202,317	150,000	192,800	150,000
8190 NON-CASH BENEFITS	1,932	1,700	1,700	1,700
8210 SOCIAL SECURITY CONTRIBUTIONS	261,750	273,627	251,900	278,663
8220 MEDICARE CONTRIBUTIONS	61,751	63,993	59,200	65,171
8230 RETIREMENT CONTRIBUTIONS	747,624	885,205	776,500	852,843
8240 HEALTH/LIFE INSURANCE	824,356	736,978	707,800	930,709
8301 OFFICE SUPPLIES	10,923	8,100	8,500	8,500
8303 AMMUNITION	22,640	20,000	20,000	20,000
8308 BOOKS & SUBSCRIPTIONS	4,596	3,250	3,250	3,250
8322 CLOTHING	34,915	32,000	33,000	28,196
8336 FUEL & LUBRICANTS	130,216	136,290	115,000	115,000
8343 LAUNDRY & CLEANING SUPPLIES	666	750	750	750
8357 MEDICAL SUPPLIES	257	500	500	500
8364 MINOR EQUIPMENT	3,260	-	2,000	6,750
8371 PHOTOGRAPHY SUPPLIES	1,338	2,500	2,500	2,500
8382 UTILITY - ELECTRICAL FEES	798	400	300	500
8399 OTHER SUPPLIES	20,674	20,600	20,600	20,600
8539 M&R - INSTRUMENTS	2,655	2,500	2,500	2,500
8545 M&R - EQUIPMENT	5,743	5,000	6,500	7,000
8557 M&R - VEHICLES	48,404	50,000	50,000	50,000
8559 M&R - OFFICE EQUIPMENT	5,744	5,000	6,500	6,500
8569 M&R - RADIOS	1,665	1,000	1,000	1,000
8577 M&R - SOFTWARE	77,051	79,430	95,660	80,000
8636 COMMUNICATIONS	47,994	44,000	49,831	49,831
8643 DUES	2,052	1,735	1,900	1,856
8657 INSURANCE	670	670	670	670
8660 POSTAGE	4,322	5,000	5,000	5,000
8662 PRINTING	1,546	2,000	1,700	2,000
8664 PROFESSIONAL SERVICES	103,361	100,000	101,620	110,195
8670 VEHICLE USE FEE	199,430	180,762	180,762	101,647
8684 TRAINING	16,052	19,000	19,000	19,000
8690 TRAVEL EXPENSES	22,085	25,000	25,000	25,000
8699 OTHER MISCELLANEOUS SERVICES	2,633	3,000	4,410	4,410
TOTAL 01-41	\$ 7,102,521	\$ 7,123,329	\$ 6,805,353	\$ 7,296,803

ANIMAL SERVICES SUMMARY

DEPARTMENT
Animal Services

0143

DIVISION
Public Safety

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Requests for Service	2,978	3,500	3,500
Animals Impounded	791	900	900
Animals Surrendered	1,426	1,000	1,000
Animals Euthanized	1,362	950	950
Animals Adopted	806	950	950

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Animal Services Manager	18	1	1	1
Animal Services Officer	13	2	2	2
Clerk	11	1	1	1
TOTAL		4	4	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	168,598	170,574	169,600	159,631
BENEFITS	79,475	81,214	76,900	79,945
SUPPLIES & MATERIALS	28,474	34,900	31,200	32,100
M&R - LAND, STRUCTURES & STREETS	1,759	1,300	2,750	2,750
M&R - EQUIPMENT & VEHICLES	4,482	4,500	4,500	5,700
CONTRACTURAL & MISC SERVICES	24,035	26,889	25,739	23,570
TOTAL 01-43	\$ 306,823	\$ 319,377	\$ 310,689	\$ 303,696

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	164,094	164,874	165,000	154,631
8130 OVERTIME	4,492	5,700	4,600	5,000
8190 NON-CASH BENEFITS	12	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	10,179	10,576	10,000	9,897
8220 MEDICARE CONTRIBUTIONS	2,380	2,473	2,400	2,315
8230 RETIREMENT CONTRIBUTIONS	28,531	34,213	30,600	30,290
8240 HEALTH/LIFE INSURANCE	38,385	33,952	33,900	37,443
8301 OFFICE SUPPLIES	1,178	1,000	1,000	1,000
8322 CLOTHING	740	1,300	1,300	1,300
8336 FUEL & LUBRICANTS	9,349	9,900	9,200	9,200
8343 LAUNDRY & CLEANING SUPPLIES	2,891	4,500	3,000	3,000
8357 MEDICAL SUPPLIES	766	1,800	1,800	1,800
8382 UTILITY - ELECTRICAL FEES	9,561	11,700	9,100	10,000
8388 UTILITY - WATER & SEWER FEES	2,039	1,700	2,300	2,300
8399 OTHER SUPPLIES	1,950	3,000	3,500	3,500
8419 M&R - STRUCTURES	1,738	800	2,250	2,250
8431 M&R - GROUNDS	21	500	500	500
8557 M&R - VEHICLES	4,305	4,000	4,000	4,000
8559 M&R - OFFICE EQUIPMENT	177	500	500	500
8577 M&R - SOFTWARE	-	-	-	1,200
8636 COMMUNICATIONS	3,670	3,950	3,750	3,750
8643 DUES	200	200	200	200
8642 FEES & PERMITS	108	-	-	-
8662 PRINTING	537	500	600	600
8664 PROFESSIONAL SERVICES	10,602	14,000	13,000	13,000
8670 VEHICLE USE FEE	7,407	7,214	7,214	5,145
8684 TRAINING	722	500	500	500
8690 TRAVEL EXPENSES	775	375	375	375
8699 OTHER MISCELLANEOUS SERVICES	14	150	100	-
TOTAL 01-43	\$ 306,823	\$ 319,377	\$ 310,689	\$ 303,696

FIRE SERVICES SUMMARY

DEPARTMENT
Fire Services

0147

DIVISION
Public Safety

DESCRIPTION OF SERVICES

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

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

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

The Emergency Management Division prepares for coordinated response and recovery activities to mitigate all disasters or large-scale incidents. These activities may involve Federal, State, County and City governmental agencies, as well as local industries and business entities.

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

GOALS & OBJECTIVES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Building fires	51	44	50
All other fires	152	93	100
Explosion/ruptures	5	2	5
Emergency medical service	2,927	3,024	3,200
Hazardous conditions	219	194	200
Service calls	303	381	385
Good intent	628	594	600
False call	185	196	200
Special incident	10	4	10
Fire code inspections	940	891	900
Building standards inspections	882	200	250
Fire investigations	213	137	150
Alarm test	17	15	20
Fixed system test	7	4	10
Sprinkler test	21	12	20
Pressure test	50	50	55
Fire drills	65	78	80
Training hours	10,267	12,814	13,200
Response time	4:35	5:16	4:15

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
COMMISSIONED OFFICERS				
Assistant Chief	N/A	2	2	2
Captains	N/A	4	4	4
Lieutenants	N/A	9	10	10
FF Engineer	N/A	13	12	12
Firefighter	N/A	26	24	24
NON-CIVIL SERVICE PERSONNEL				
Fire Chief	N/A	1	1	1
Fire Inspector	19	0	1	1
Senior Secretary	17	1	1	1
TOTAL		56	55	55

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	4,018,787	3,952,143	3,941,100	4,049,389
BENEFITS	1,685,019	1,726,493	1,635,900	1,872,613
SUPPLIES & MATERIALS	229,490	236,700	218,050	227,900
M&R - LAND, STRUCTURES & STREETS	4,226	7,500	7,400	7,500
M&R - EQUIPMENT & VEHICLES	51,892	60,405	63,105	79,905
CONTRACTURAL & MISC SERVICES	176,894	186,072	182,735	310,553
TOTAL 01-47	\$ 6,166,308	\$ 6,169,313	\$ 6,048,290	\$ 6,547,860

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	3,843,022	3,790,143	3,736,000	3,887,389
8130 OVERTIME	173,835	160,000	203,100	160,000
8190 NON-CASH BENEFITS	1,930	2,000	2,000	2,000
8210 SOCIAL SECURITY CONTRIBUTIONS	5,240	5,248	7,200	5,485
8220 MEDICARE CONTRIBUTIONS	43,433	57,277	42,500	58,687
8230 RETIREMENT CONTRIBUTIONS	914,278	1,024,230	950,100	1,005,527
8240 HEALTH/LIFE INSURANCE	722,068	639,738	636,100	802,914
8301 OFFICE SUPPLIES	6,702	5,200	4,500	5,000
8303 AMMUNITION	-	300	300	300
8308 BOOKS & SUBSCRIPTIONS	2,903	3,000	2,900	2,900
8315 CHEMICAL SUPPLIES	207	1,500	3,350	1,500
8322 CLOTHING	17,706	18,000	16,900	17,500
8323 CLOTHING - PROTECTIVE	18,498	18,900	17,700	18,500
8336 FUEL & LUBRICANTS	62,544	69,300	63,500	63,500
8343 LAUNDRY & CLEANING SUPPLIES	4,684	5,100	5,000	5,000
8357 MEDICAL SUPPLIES	36,121	25,000	25,500	25,500
8364 MINOR EQUIPMENT	-	11,500	11,500	12,300
8371 PHOTOGRAPHY SUPPLIES	9	-	-	-
8382 UTILITY - ELECTRICAL FEES	37,689	40,000	35,800	38,200
8385 UTILITY - GAS FEE	7,300	8,650	6,400	8,000
8388 UTILITY - WATER & SEWER FEES	10,166	10,250	9,700	9,700
8399 OTHER SUPPLIES	24,961	20,000	15,000	20,000
8419 M&R - STRUCTURES	3,810	7,000	7,000	7,000
8431 M&R - GROUNDS	416	500	400	500
8539 M&R - INSTRUMENTS	1,416	1,000	500	10,500
8545 M&R - EQUIPMENT	14,557	14,000	14,000	14,000
8557 M&R - VEHICLES	27,667	34,000	38,500	44,000
8559 M&R - OFFICE EQUIPMENT	761	1,000	200	500
8569 M&R - RADIOS	1,193	1,500	2,000	2,000
8577 M&R - SOFTWARE	4,591	6,405	6,405	6,405
8599 M&R - OTHER EQUIPMENT	1,707	2,500	1,500	2,500
8636 COMMUNICATIONS	16,638	17,300	17,060	17,800
8643 DUES	7,116	8,825	7,225	9,925
8660 POSTAGE	2,997	3,200	2,500	2,800
8664 PROFESSIONAL SERVICES	28,965	33,000	31,800	34,000
8670 VEHICLE USE FEE	55,060	70,247	70,250	192,528
8681 SUBSTANDARD BLDG DEMOLITION	37,993	25,000	25,000	25,000
8684 TRAINING	18,044	18,000	19,300	18,000
8690 TRAVEL EXPENSES	9,088	9,000	9,100	9,000
8699 OTHER MISCELLANEOUS SERVICES	993	1,500	500	1,500
TOTAL 01-47	\$ 6,166,308	\$ 6,169,313	\$ 6,048,290	\$ 6,547,860

ENVIRONMENTAL HEALTH / CODE ENFORCEMENT SUMMARY

DEPARTMENT
Environmental Health

0148

DIVISION
Public Works

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

1. Provide for the enhancement of the quality of life within the City of Cleburne through the enforcement of State regulations and City ordinances regulating the environmental health codes.
2. Seek compliance of codes within 10 days of Notice of Violation.
3. Present for consideration, revised ordinances governing all health codes, such as nuisance abatement of junk & debris, grass & weeds, junk vehicles, grease traps, and unsanitary property conditions; and revision of the Food Establishment ordinances to address Mobile Vendors, Flea Markets, and Farmers Markets.
4. Present for consideration, the adoption of new ordinances regulating Public Swimming Pool & Spas governing all public pools and spas including apartment complexes, hotel/motels, and city municipals pools and aquatic water facilities.
5. Maintain an accurate computerized tracking system for all complaints and Health inspections for more thorough investigations and time efficient follow-ups.
6. Reduce the number of city maintained abandoned properties by working with tax attorneys toward sales.
7. Continue to improve the quality of life issues and improving residential housing stock by working with Christmas in Action, Habitat for Humanity, and Homeowner Associations who help to revitalize neighborhoods.
8. Continue to improve the sanitary conditions and esthetics of public right-of-ways and properties by working with organizations such as Keep Cleburne Beautiful, Downtown Association, and Save Old Cleburne.

BUDGET HIGHLIGHTS & CHALLENGES

1. Revision of all Health / Code Enforcement ordinances: Staff time will be dedicated to diligently work toward revisions and review of all ordinances.
2. Coordinate the enforcement of bandit signs (i.e. garage sales, signs on medians and utility poles) with assistance from Police Department to deter placement after dark and on weekends.
3. Implement an annual Inspection program for hotel & motel rooms to ensure sanitary conditions.
4. To continue to improve INCODE programming for Health inspections.

INDICATORS

Community Event Coordination or Inspection Services – Spring Fest, Taste of Cleburne, Keep Cleburne Beautiful, Food Safety Classes, Christmas in Action, Buffalo Creek Cleanup, Community Health Fairs (Zonta & Walls Hospital), Antique Alley (twice a year), July 4th Celebration, Household Hazardous Waste Event, Electronic Recycling Event, Cinco De Mayo Celebration, Whistle Stop Christmas

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
<i>Complaints:</i>			
Deteriorated storage buildings (misc.)	12	6	10
Food services	24	34	30
Graffiti	7	2	5
Grass & weed	443	1,448	1,500
Household furniture (stored outside)	153	84	90
Illegal dumping	8	23	25
Junk debris	403	360	400
Junk vehicles	115	154	160
Miscellaneous unsanitary conditions	115	58	60
Pool complaints	2	22	25
Public Schools	1	0	0
Sewers & grease traps	7	6	6
Signs	44	98	100
Unsanitary conditions (sewer & misc. complaints)	40	58	65
View obstructions	8	32	40
Zoning	29	38	45
<i>Total Complaints</i>	1,411	2,423	2,561
<i>Inspections:</i>			
Building standards	187	74	80
Certificate of Occupancy	6	8	10
Code enforcement	6,180	9,138	9,500
Day care	11	12	12
Food establishments	468	422	450
Foster homes	2	4	4
Plan reviews	22	20	20
Public schools	27	32	32
Public swimming pools	32	26	26
Specific use permits	50	46	50
Temporary food events	51	26	30
<i>Total Inspections</i>	7,036	9,808	10,214

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Health Inspector	22	1	1	1
Health Inspector	20	1	1	1
Code Enforcement Officer	19	1	2	2
Clerk	14	2	1	1
TOTAL		5	5	5
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	257,490	263,364	264,000	272,874
BENEFITS	125,987	128,565	123,400	144,237
SUPPLIES & MATERIALS	5,030	6,010	5,860	5,860
M&R - EQUIPMENT & VEHICLES	913	2,250	2,700	2,200
CONTRACTURAL & MISC SERVICES	29,754	53,898	54,198	54,354
TOTAL 01-48	\$ 419,174	\$ 454,087	\$ 450,158	\$ 479,525

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	257,238	262,764	264,000	272,874
8130 OVERTIME	-	600	-	-
8190 NON-CASH BENEFITS	252	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	15,078	16,329	15,600	16,918
8220 MEDICARE CONTRIBUTIONS	3,526	3,819	3,700	3,957
8230 RETIREMENT CONTRIBUTIONS	43,595	52,824	48,100	51,778
8240 HEALTH/LIFE INSURANCE	63,788	55,593	56,000	71,584
8301 OFFICE SUPPLIES	3,150	2,800	2,800	2,800
8308 BOOKS & SUBSCRIPTIONS	-	100	100	100
8322 CLOTHING	192	500	500	500
8336 FUEL & LUBRICANTS	1,600	1,650	1,500	1,500
8399 OTHER SUPPLIES	88	960	960	960
8557 M&R - VEHICLES	849	250	750	250
8559 M&R - OFFICE EQUIPMENT	64	150	150	150
8569 M&R - RADIOS	-	50	-	-
8577 M&R - SOFTWARE	-	1,800	1,800	1,800
8636 COMMUNICATIONS	3,741	4,000	4,000	4,000
8643 DUES	554	1,325	1,325	1,325
8660 POSTAGE	3,886	5,000	5,000	5,000
8662 PRINTING	-	300	300	300
8664 PROFESSIONAL SERVICES	16,886	35,000	35,000	35,000
8670 VEHICLE USE FEE	2,785	3,393	3,393	3,839
8684 TRAINING	926	2,390	2,390	2,400
8690 TRAVEL EXPENSES	616	2,390	2,390	2,390
8699 OTHER MISCELLANEOUS SERVICES	360	100	400	100
TOTAL 01-48	\$ 419,174	\$ 454,087	\$ 450,158	\$ 479,525

BOOKER T. WASHINGTON COMMUNITY AND RECREATION CENTER SUMMARY

DEPARTMENT
Washington Rec Center

0150

DIVISION
Public Services - Parks

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

During the last 3 fiscal years, the recreation center continues to face steadily increasing facility use and continued reduction in budget. To continue to offer quality programming and customer service to patrons, an additional staff member is necessary.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Attendance at recreation center	17,743	18,000	18,000
Annual passes	1,248	900	750
Facility rentals	142	125	110
Recreational classes	5	5	4
Recreational programs	7	7	6
Community events	5	4	4

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Recreation Manager	23	0.5	0	0
Recreation Coordinator	17	1	1	1
Recreation Aide	10	0	0	1
Custodian	10	1	1	1
TOTAL		2.5	2	3
Part Time		2	2	3

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	105,227	94,475	97,100	134,967
BENEFITS	56,515	50,130	48,900	66,900
SUPPLIES & MATERIALS	30,667	33,535	36,996	43,150
M&R - LAND, STRUCTURES & STREETS	7,299	6,000	6,000	8,500
M&R - EQUIPMENT & VEHICLES	2,562	3,000	3,015	3,050
CONTRACTURAL & MISC SERVICES	2,572	8,260	6,205	8,240
MISC & SUNDRY CHARGES	1,313	2,000	1,500	2,000
TOTAL 01-50	\$ 206,155	\$ 197,400	\$ 199,716	\$ 266,807

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	105,199	93,975	97,000	134,967
8130 OVERTIME	28	500	100	-
8210 SOCIAL SECURITY CONTRIBUTIONS	6,158	5,857	5,700	8,368
8220 MEDICARE CONTRIBUTIONS	1,440	1,370	1,400	1,957
8230 RETIREMENT CONTRIBUTIONS	17,811	18,949	17,600	25,610
8240 HEALTH/LIFE INSURANCE	31,106	23,954	24,200	30,965
8301 OFFICE SUPPLIES	687	1,000	1,000	1,000
8308 BOOKS & SUBSCRIPTIONS	96	125	96	250
8322 CLOTHING	334	600	600	600
8343 LAUNDRY & CLEANING SUPPLIES	1,870	1,500	2,100	3,500
8357 MEDICAL SUPPLIES	14	250	250	250
8364 MINOR EQUIPMENT	153	3,000	3,000	5,000
8382 UTILITY - ELECTRICAL FEES	18,830	20,000	19,200	19,200
8385 UTILITY - GAS FEE	856	1,200	650	750
8388 UTILITY - WATER & SEWER FEES	6,290	3,360	7,600	7,600
8399 OTHER SUPPLIES	1,537	2,500	2,500	5,000
8419 M&R - STRUCTURES	6,376	5,000	5,000	7,500
8431 M&R - GROUNDS	923	1,000	1,000	1,000
8557 M&R - VEHICLES	40	-	-	-
8559 M&R - OFFICE EQUIPMENT	2,084	2,500	2,500	2,500
8577 M&R - SOFTWARE	438	500	515	550
8608 ADVERTISING	227	1,000	1,000	1,000
8636 COMMUNICATIONS	1,822	3,000	2,500	2,500
8643 DUES	-	160	80	80
8660 POSTAGE	8	50	25	50
8662 PRINTING	64	1,000	-	500
8664 PROFESSIONAL SERVICES	135	400	1,500	1,600
8672 RENTAL OF EQUIPMENT	52	1,100	500	1,000
8684 TRAINING	-	150	-	150
8690 TRAVEL EXPENSES	264	1,400	600	1,360
8727 COST OF SALES	1,313	2,000	1,500	2,000
TOTAL 01-50	\$ 206,155	\$ 197,400	\$ 199,716	\$ 266,807

CEMETERY SUMMARY

DEPARTMENT
Cemetery

0152

DIVISION
Public Services - Community

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

1. Mow and trim 100 acre cemetery during growing season as often as needed to maintain manicured look. Staff will maintain trees and shrubs as needed during the winter months.
2. Open and close approximately 200 interments per year that include traditional and cremation burials. Interments will include tent, carpet, lowering device, chairs, and wind screens as needed; and haul grave soils away.
3. Staff will apply herbicides as needed to eliminate as much hand trimming as possible.
4. Office staff will sell cemetery lots, prepare deeds, update burial records, research burial information for customers, make deposits, and prepare reports for management and city council as requested.

BUDGET HIGHLIGHTS & CHALLENGES

The cemetery services have remained the same and should continue to do so. The department faces some budget challenges that should be addressed during the next few years. There are several streets that have suffered weather damage and need resurfacing. The interment process is in need of new casket lowering devices. The basic, everyday mowing equipment is in need of replacement and should be addressed every four to six years. These items have been addressed in a one to five year plan. There is an invasive grass species that has entered the property. This grass sends up an unattractive seed head every three to four days and increases the mowing rounds significantly. A plan should be addressed to eliminate this species and reseed with a species more suited for everyday maintenance.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Interments opened	200	200	205
Spaces sold	100	100	100

PERSONNEL SCHEDULE

	Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Manager		17	1	1	0
Clerk		11	1	1	0
Light Equipment Operator		11	2	2	2
Maintenance Worker		10	3	3	3
TOTAL			7	7	5
Part Time			0	0	1

LINE ITEM DETAIL

CATEGORY	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	251,572	266,632	175,300	192,231
BENEFITS	130,855	139,545	70,700	109,017
SUPPLIES & MATERIALS	24,945	32,100	27,975	30,700
M&R - LAND, STRUCTURES & STREETS	(547)	4,500	8,000	5,800
M&R - EQUIPMENT & VEHICLES	9,907	11,400	9,600	11,400
CONTRACTURAL & MISC SERVICES	26,470	23,008	22,694	18,469
TOTAL 01-52	\$ 443,202	\$ 477,185	\$ 314,269	\$ 367,617

ACCOUNT	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	250,421	263,032	174,000	188,631
8130 OVERTIME	129	2,500	200	2,500
8190 NON-CASH BENEFITS	1,022	1,100	1,100	1,100
8210 SOCIAL SECURITY CONTRIBUTIONS	14,871	16,463	10,900	11,850
8220 MEDICARE CONTRIBUTIONS	3,478	3,850	2,400	2,771
8230 RETIREMENT CONTRIBUTIONS	42,570	53,259	31,300	36,267
8240 HEALTH/LIFE INSURANCE	69,936	65,973	26,100	58,129
8301 OFFICE SUPPLIES	453	1,000	1,000	1,000
8308 BOOKS & SUBSCRIPTIONS	96	100	100	100
8315 CHEMICAL SUPPLIES	834	4,000	2,500	4,000
8322 CLOTHING	2,133	3,000	2,100	2,500
8336 FUEL & LUBRICANTS	11,379	12,650	13,300	13,300
8343 LAUNDRY & CLEANING SUPPLIES	1,056	400	475	500
8357 MEDICAL SUPPLIES	46	150	100	100
8382 UTILITY - ELECTRICAL FEES	3,562	4,000	3,000	3,500
8385 UTILITY - GAS FEE	2,239	3,800	1,100	2,400
8388 UTILITY - WATER & SEWER FEES	2,187	2,500	2,300	2,300
8399 OTHER SUPPLIES	960	500	2,000	1,000
8419 M&R - STRUCTURES	(1,989)	1,500	1,500	1,800
8431 M&R - GROUNDS	1,442	3,000	6,500	4,000
8545 M&R - EQUIPMENT	2,335	3,600	3,600	3,600
8557 M&R - VEHICLES	6,948	7,000	5,200	7,000
8559 M&R - OFFICE EQUIPMENT	275	400	400	400
8577 M&R - SOFTWARE	349	400	400	400
8636 COMMUNICATIONS	2,723	2,600	2,600	2,600
8643 DUES	92	24	25	111
8660 POSTAGE	201	275	160	250
8664 PROFESSIONAL SERVICES	473	400	400	400
8670 VEHICLE USE FEE	22,901	19,439	19,439	14,803
8684 TRAINING	80	70	70	105
8690 TRAVEL EXPENSES	-	200	-	200
TOTAL 01-52	\$ 443,202	\$ 477,185	\$ 314,269	\$ 367,617

PARKS & RECREATION SUMMARY

DEPARTMENT
Parks & Recreation

0153

DIVISION
Public Services - Parks

DESCRIPTION OF SERVICES

The Parks and Recreation department strives to maintain all parks, municipal buildings, athletic fields, medians, and various other municipal properties in an attractive manner. This department is responsible for maintaining approximately 415 acres of park and municipal land. Some of the operations within this department include: mowing, weeding, irrigation repair, fertilization, pesticide applications, tree planting and trimming, garbage collection, and the cleaning of all restroom facilities.

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

The Parks and Recreations department continues to struggle with the challenge of having more acreage to maintain, while having fewer maintenance positions due to budget constraints. To help combat this challenge, an employee cross-training program has been implemented to assist with labor and knowledge sharing across departmental lines.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Hours spent maintaining and mowing municipal buildings, medians, and landscapes	1,000	3,000	3,000
Hours spent mowing and trimming grass	12,000	12,250	12,500
Hours spent collecting litter and cleaning restrooms	1,000	1,800	2,000
Hours spent working outside of department	1,500	2,000	3,000

PERSONNEL SCHEDULE

Personnel	PAY GRADE	2010-2011	2011-2012	2012-2013
Director Public/Development Services	N/A	1	1	1
Parks & Recreation Manager	25	1	1	0
Leisure Activities Manager	25	0	0	1
Secretary	17	1	1	1
Crew Leader	15	1	1	1
Horticulture Specialist	12	1	1	0
Light Equipment Operator	11	1	1	0
Maintenance Worker	10	4	2	4
Maintenance Specialist	13	0	0	0
TOTAL		10	8	8
Part Time		1	4	4

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	393,707	405,210	422,300	446,414
BENEFITS	147,955	171,967	138,600	163,004
SUPPLIES & MATERIALS	155,121	166,650	163,450	177,550
M&R - LAND, STRUCTURES & STREETS	36,976	47,500	47,500	47,500
M&R - EQUIPMENT & VEHICLES	16,214	22,200	22,200	22,200
CONTRACTURAL & MISC SERVICES	75,202	82,804	81,258	91,384
TOTAL 01-53	\$ 825,175	\$ 896,331	\$ 875,308	\$ 948,052

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	371,000	402,510	397,000	417,693
8130 OVERTIME	299	2,000	2,500	2,000
8150 VEHICLE ALLOWANCE	333	-	700	700
8190 NON-CASH BENEFITS	22,075	700	22,100	26,021
8210 SOCIAL SECURITY CONTRIBUTIONS	5,163	25,080	5,200	6,086
8220 MEDICARE CONTRIBUTIONS	59,169	5,865	66,800	73,568
8230 RETIREMENT CONTRIBUTIONS	82,627	74,877	65,100	81,850
8240 HEALTH/LIFE INSURANCE	996	66,145	1,500	1,500
8301 OFFICE SUPPLIES	106	1,200	150	150
8308 BOOKS & SUBSCRIPTIONS	4,240	150	6,000	6,000
8315 CHEMICAL SUPPLIES	2,465	6,000	4,300	4,300
8322 CLOTHING	22,099	4,300	29,500	29,500
8336 FUEL & LUBRICANTS	8,032	25,300	5,000	5,000
8343 LAUNDRY & CLEANING SUPPLIES	-	5,000	-	2,500
8382 UTILITY - ELECTRICAL FEES	44,753	58,000	31,500	42,100
8385 UTILITY - GAS FEE	2,438	3,500	1,000	2,000
8388 UTILITY - WATER & SEWER FEES	68,421	60,000	82,800	82,800
8399 OTHER SUPPLIES	2,567	3,200	3,200	3,200
8419 M&R - STRUCTURES	4,510	7,000	7,000	7,000
8431 M&R - GROUNDS	32,341	40,000	40,000	40,000
8479 M&R - WALKS & FENCES	125	500	500	500
8545 M&R - EQUIPMENT	6,231	8,000	8,000	8,000
8557 M&R - VEHICLES	9,631	14,000	14,000	14,000
8559 M&R - OFFICE EQUIPMENT	352	200	200	200
8636 COMMUNICATIONS	6,263	5,600	6,200	6,200
8643 DUES	717	596	500	441
8660 POSTAGE	198	200	150	50
8664 PROFESSIONAL SERVICES	3,000	3,000	3,000	3,000
8670 VEHICLE USE FEE	49,066	52,963	52,963	54,488
8672 RENTAL OF EQUIPMENT	14,724	19,000	16,000	25,000
8684 TRAINING	140	445	445	255
8690 TRAVEL EXPENSES	583	1,000	1,500	1,950
8699 OTHER MISCELLANEOUS SERVICES	511	-	500	-
TOTAL 01-53	\$ 825,175	\$ 896,331	\$ 875,308	\$ 948,052

GOLF SUMMARY

DEPARTMENT
Golf Course

0155

DIVISION
Public Services - Parks

DESCRIPTION OF SERVICES

Cleburne Golf Links is an 18 hole championship facility designed to give you that Scottish link style of golf. We are prepared to handle large tournaments as well as play for an individual round of golf. Lessons are available by appointment and several clinics are scheduled throughout the year. The Clubhouse provides you with a deck with a great view where you can have an award winning burger from the grill.

GOALS & OBJECTIVES

Our goal is to increase our revenue to meet our expenses without cutting our service to the consumer. We need to find ways to make the course a little more player friendly and continue with the outstanding maintenance program that we have.

BUDGET HIGHLIGHTS & CHALLENGES

We have streamlined our staff as tight as it can be without giving up the service that should be given at a course of our caliber. Going from 14 full time employees to 8 and from 17 part time to 8 has of course reduced our expenses. We are also putting forth effort to promote the game of golf to new player's byways of lessons, group clinics, tournaments etc. Our challenge will always be to find new players and continue to grow the game of golf. As we see Cleburne grow with the help of the new toll road our challenges will be easier to meet with the signs of more rooftops.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Rounds of golf played	25,654	28,000	28,000

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2012
Golf Course Manager	25	1	1	1
Greens Manager	25	1	0	0
Assistant Manager	17	0	0	0
Assistant Green Manager	18	1	1	1
Maintenance Technician	17	1	1	1
Irrigation Technician	12	1	1	1
Pro Shop Coordinator	11	1	1	0
Pro Shop Clerk	10	0	0	1
Maintenance Worker	10	4	3	2
Food & Beverage Svc. Mgr	17	0	0	0
Food & Beverage Crewleader	15	1	1	1
Lead Cashier	11	0	0	0
Lead Golf Course Specialist	11	1	0	0
TOTAL		12	9	8
Part Time		6	7	8

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	454,201	379,177	377,000	365,186
BENEFITS	175,447	152,864	138,900	154,458
SUPPLIES & MATERIALS	134,059	144,350	131,300	146,400
M&R - LAND, STRUCTURES & STREETS	27,306	39,000	47,450	27,000
M&R - EQUIPMENT & VEHICLES	11,248	8,500	8,750	12,250
CONTRACTURAL & MISC SERVICES	242,200	239,500	239,924	227,265
MISC & SUNDRY CHARGES	114,362	125,600	111,600	115,600
TOTAL 01-55	\$ 1,158,823	\$ 1,088,991	\$ 1,054,924	\$ 1,048,159

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	449,062	372,077	370,000	358,086
8130 OVERTIME	5,031	7,000	6,900	7,000
8190 NON-CASH BENEFITS	108	100	100	100
8210 SOCIAL SECURITY CONTRIBUTIONS	28,410	23,503	22,700	22,635
8220 MEDICARE CONTRIBUTIONS	6,644	5,497	5,400	5,294
8230 RETIREMENT CONTRIBUTIONS	73,586	70,566	63,900	64,673
8240 HEALTH/LIFE INSURANCE	66,807	53,298	46,900	61,856
8301 OFFICE SUPPLIES	1,477	1,600	1,600	1,600
8308 BOOKS & SUBSCRIPTIONS	-	150	-	-
8315 CHEMICAL SUPPLIES	38,221	38,500	38,500	45,000
8322 CLOTHING	3,301	4,400	4,000	4,000
8336 FUEL & LUBRICANTS	12,612	17,600	12,000	12,500
8343 LAUNDRY & CLEANING SUPPLIES	4,831	4,000	4,500	5,000
8357 MEDICAL SUPPLIES	-	100	100	100
8364 MINOR EQUIPMENT	153	-	-	5,000
8382 UTILITY - ELECTRICAL FEES	59,438	56,000	55,800	58,000
8385 UTILITY - GAS FEE	4,550	6,500	5,800	6,200
8388 UTILITY - WATER & SEWER FEES	6,780	10,500	4,000	4,000
8399 OTHER SUPPLIES	2,696	5,000	5,000	5,000
8419 M&R - STRUCTURES	13,467	800	9,250	10,000
8431 M&R - GROUNDS	13,352	37,200	37,200	16,000
8479 M&R - WALKS & FENCES	487	1,000	1,000	1,000
8545 M&R - EQUIPMENT	10,692	7,500	7,500	11,000
8557 M&R - VEHICLES	116	500	500	500
8559 M&R - OFFICE EQUIPMENT	440	500	750	750
8608 ADVERTISING	300	-	-	-
8636 COMMUNICATIONS	6,268	6,000	6,000	6,000
8643 DUES	1,312	992	600	1,042
8652 FEES & PERMITS	7,111	-	7,106	-
8664 PROFESSIONAL SERVICES	23,277	16,000	18,500	21,000
8670 VEHICLE USE FEE	19,471	18,318	18,318	8,533
8672 RENTAL OF EQUIPMENT	182,976	188,000	188,000	188,000
8684 TRAINING	351	390	300	440
8690 TRAVEL EXPENSES	406	8,800	100	1,250
8699 OTHER MISCELLANEOUS SERVICES	728	1,000	1,000	1,000
8727 COST OF SALES	45,459	54,000	45,000	48,000
8728 COST OF SALES - GOLF PRO SHOP	51,307	47,600	47,600	47,600
8729 COST OF SALES - GOLF LIQUOR	17,687	24,000	19,000	20,000
8780 RECEIPTS (OVER)/SHORT	(91)	-	-	-
TOTAL 01-55	\$ 1,158,823	\$ 1,088,991	\$ 1,054,924	\$ 1,048,159

MUNICIPAL SWIMMING POOL SUMMARY

DEPARTMENT
Municipal Swimming Pool

0156

DIVISION
Public Services - Parks

DESCRIPTION OF SERVICES

The Municipal Swimming Pools department is established to operate the Splash Station. Hours of operation differ in order to support year round swimming programs. Annual and season passes are available to both residents and non-residents. A daily admission rate is also available. The facility features an interactive play feature, two 120 foot water slides, a current river, diving board, climbing wall, pavilions, retail shop and concession stand. The facility is located at 1010 Hillsboro Street. The main facility number is 817-556-6259.

GOALS AND OBJECTIVES

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

1. Provide a high level of customer service to patrons.
2. Conduct ongoing training for all employees concerning life safety of patrons.
3. Regularly clean and sanitize facility for patrons.
4. Conduct regular and preventative maintenance for aquatic facility in an efficient and effective manner.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Attendance at water facilities	56,008	53,251	43,554
Number of passes issued (summer and annual)	1,046	910	900
Number of party rentals	124	223	128
Number of summer swim lessons	283	230	175
Number of winter swim lessons	9	8	10
Number of summer classes	7	7	10
Number of winter classes	2	2	2

PERSONNEL SCHEDULE

	Pay Grade	2010-2011	2011-2012	2012-2013
Full Time				
Recreation Manager	23	0	0	0
Aquatics Coordinator	17	1	1	1
Clerk	10	1	1	1
Maintenance Worker	10	0	0	0
TOTAL		2	2	2
Part Time				
Year Round Lifeguard		1	1	1
TOTAL		1	1	1
Seasonal				
Lifeguard		51	61	61
Office Assistant		0	2	2
Facility Attendant		0	1	1
Customer Attendant		30	34	34
TOTAL		81	98	98
TOTAL FULL TIME, PART TIME AND SEASONAL		84	101	101

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	334,310	357,065	353,000	363,346
BENEFITS	53,461	50,056	50,200	62,898
SUPPLIES & MATERIALS	206,045	197,900	178,600	212,157
M&R - LAND, STRUCTURES & STREETS	16,106	35,500	35,800	102,700
M&R - EQUIPMENT & VEHICLES	12,031	16,000	20,000	16,200
CONTRACTURAL & MISC SERVICES	18,477	18,932	20,875	21,180
MISC & SUNDRY CHARGES	48,063	60,000	55,000	55,000
TOTAL 01-56	\$ 688,493	\$ 735,453	\$ 713,475	\$ 833,481

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	332,671	355,065	351,000	361,346
8130 OVERTIME	1,634	2,000	2,000	2,000
8190 NON-CASH BENEFITS	5	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	20,675	22,138	22,000	22,527
8220 MEDICARE CONTRIBUTIONS	4,836	5,177	5,100	5,269
8230 RETIREMENT CONTRIBUTIONS	17,179	16,314	14,200	15,317
8240 HEALTH/LIFE INSURANCE	10,771	6,427	8,900	19,785
8301 OFFICE SUPPLIES	2,291	3,400	3,000	3,000
8315 CHEMICAL SUPPLIES	48,813	35,000	48,000	48,000
8322 CLOTHING	2,731	4,000	4,000	4,000
8343 LAUNDRY & CLEANING SUPPLIES	2,053	3,000	3,000	3,000
8357 MEDICAL SUPPLIES	658	1,500	1,500	1,500
8364 MINOR EQUIPMENT	8,153	5,000	5,000	18,657
8382 UTILITY - ELECTRICAL FEES	60,756	72,000	43,000	59,100
8385 UTILITY - GAS FEE	25,336	28,000	15,000	22,800
8388 UTILITY - WATER & SEWER FEES	45,514	37,000	47,100	47,100
8399 OTHER SUPPLIES	9,740	9,000	9,000	5,000
8419 M&R - STRUCTURES	9,123	28,000	28,000	89,000
8431 M&R - GROUNDS	5,898	6,500	5,500	12,700
8479 M&R - WALKS & FENCES	1,085	1,000	2,300	1,000
8545 M&R - EQUIPMENT	5,943	6,000	10,000	10,000
8557 M&R - VEHICLES	13	-	-	-
8559 M&R - OFFICE EQUIPMENT	1,133	5,000	5,000	1,200
8577 M&R - SOFTWARE	4,942	5,000	5,000	5,000
8608 ADVERTISING	434	3,000	1,800	1,800
8636 COMMUNICATIONS	4,956	5,000	5,800	5,000
8643 DUES	120	257	100	160
8660 POSTAGE	49	200	200	200
8662 PRINTING	1,899	2,000	2,000	2,000
8664 PROFESSIONAL SERVICES	4,289	2,000	4,500	4,500
8672 RENTAL OF EQUIPMENT	2,005	2,500	2,500	2,500
8684 TRAINING	2,100	2,050	2,050	2,820
8690 TRAVEL EXPENSES	2,076	1,425	1,425	1,700
8699 OTHER MISCELLANEOUS SERVICES	549	500	500	500
8727 COST OF SALES	48,006	60,000	55,000	55,000
8780 RECEIPTS (OVER)/SHORT	57	-	-	-
TOTAL 01-56	\$ 688,493	\$ 735,453	\$ 713,475	\$ 833,481

SPORTS COMPLEX SUMMARY

DEPARTMENT
Sports Complex

0157

DIVISION
Public Services-Parks

DESCRIPTION OF SERVICES

The Cleburne Sports Complex offers high quality sports and recreational facilities for children and youth throughout Cleburne and beyond. This facility offers 20 soccer, 7 baseball/softball, 2 football fields, and a sod nursery, and is served by 4 restrooms and concession buildings. The irrigation system has over 2,000 sprinkler heads, and uses reclaimed water for all irrigation purposes. The sports complex is open 6-7 days a week, and often has 40-45 hours of scheduled night and weekend activities each week.

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

The sports complex has been under budget approximately \$450,000 over the last 4 years. This department continues to use flexible scheduling to minimize overtime throughout the year. The sports complex will continue to provide revenue and economic impact opportunities for our community because of the various activities scheduled.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Numbers of individuals participating in events	3,000	3,500	3,800
Number of events hosted	15	20	20
Number of tournaments stimulating economic impact	15	20	25

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Maintenance Superintendent	26	1	1	0
Manager	26	0	0	1
Crewleader	15	0	0	1
Maintenance Workers	10	4	4	4
TOTAL		5	5	6
Part Time		0	4	5

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	168,175	258,906	205,400	273,487
BENEFITS	81,825	113,479	93,400	126,236
SUPPLIES & MATERIALS	90,621	111,750	94,200	117,500
M&R - LAND, STRUCTURES & STREETS	33,490	46,500	51,500	48,900
M&R - EQUIPMENT & VEHICLES	17,773	11,700	11,500	11,700
CONTRACTURAL & MISC SERVICES	33,991	35,565	32,832	44,324
CAPITAL OUTLAY - EQUIPMENT	-	28,000	27,200	-
TOTAL 01-57	\$ 425,875	\$ 605,900	\$ 516,032	\$ 622,147

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	168,006	253,906	204,000	268,487
8130 OVERTIME	168	5,000	1,400	5,000
8190 NON-CASH BENEFITS	1	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	10,056	16,061	12,400	16,956
8220 MEDICARE CONTRIBUTIONS	2,352	3,764	2,900	3,966
8230 RETIREMENT CONTRIBUTIONS	26,192	45,925	37,500	45,826
8240 HEALTH/LIFE INSURANCE	43,225	47,729	40,600	59,488
8301 OFFICE SUPPLIES	350	300	300	300
8315 CHEMICAL SUPPLIES	6,931	12,500	12,500	12,500
8322 CLOTHING	2,012	2,500	2,500	2,500
8336 FUEL & LUBRICANTS	4,975	5,950	10,600	10,600
8343 LAUNDRY & CLEANING SUPPLIES	4,524	5,500	3,000	3,500
8364 MINOR EQUIPMENT	-	3,500	3,500	16,200
8382 UTILITY - ELECTRICAL FEES	65,617	75,000	55,000	65,100
8388 UTILITY - WATER & SEWER FEES	5,899	6,000	6,300	6,300
8399 OTHER SUPPLIES	313	500	500	500
8419 M&R - STRUCTURES	3,176	5,500	5,500	5,500
8431 M&R - GROUNDS	30,225	40,000	45,000	42,400
8479 M&R - WALKS & FENCES	89	1,000	1,000	1,000
8545 M&R - EQUIPMENT	16,405	9,700	9,700	9,700
8557 M&R - VEHICLES	1,368	2,000	1,800	2,000
8636 COMMUNICATIONS	1,887	2,000	2,000	2,500
8643 DUES	215	75	12	174
8672 RENTAL OF EQUIPMENT	31,866	33,000	30,000	40,000
8684 TRAINING	-	190	420	450
8690 TRAVEL EXPENSES	21	300	400	1,200
8699 OTHER MISC SVCS	2	-	-	-
8930 CAPITAL - EQUIPMENT	-	28,000	27,200	-
TOTAL 01-57	\$ 425,875	\$ 605,900	\$ 516,032	\$ 622,147

BUILDING MAINTENANCE SUMMARY

DEPARTMENT
Building Maintenance

0161

DIVISION
Public Services - Community

DESCRIPTION OF SERVICES

The building services department provides daily support for maintenance for all city owned facilities. The staff also performs daily and weekly cleaning at several city facilities. Along with maintaining city facilities, this department also maintains the A/C unit at each location. These units are washed and cleaned every month. The department uses a computer work order system to input when items need attention at facilities. This eliminates the need to call our staff and allow them the ability to respond to higher priority items first and lower priority items when they are available.

GOALS & OBJECTIVES

1. To provide a safe and clean work environment for all employees and citizens that utilize city facilities.

BUDGET HIGHLIGHTS & CHALLENGES

While maintaining many city facilities and A/C units can be a challenge, having a preventative maintenance program in place can help reduce the amount of costly repairs. Budgeting for costly and unexpected repairs can be hard to foresee, but through monitoring items monthly can help keep the costs to a minimum.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Number of city buildings and facilities requiring maintenance	27	27	27
Maintenance requests	279	289	290

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Facilities Supervisor	17	1	1	1
Crewleader	15	0	0	1
Custodian	10	2	2	2
TOTAL		3	3	4
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	105,418	107,068	105,000	147,906
BENEFITS	51,530	52,472	56,200	76,228
SUPPLIES & MATERIALS	127,232	166,740	125,580	140,280
M&R - LAND, STRUCTURES & STREETS	155,913	200,750	200,750	200,750
M&R - EQUIPMENT & VEHICLES	1,507	8,000	5,000	6,000
CONTRACTURAL & MISC SERVICES	6,347	7,205	6,670	4,950
TOTAL 01-61	\$ 447,947	\$ 542,235	\$ 499,200	\$ 576,114

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	105,418	105,068	103,000	143,906
8130 OVERTIME	-	2,000	2,000	4,000
8210 SOCIAL SECURITY CONTRIBUTIONS	6,399	6,638	7,300	9,046
8220 MEDICARE CONTRIBUTIONS	1,496	1,552	1,800	2,116
8230 RETIREMENT CONTRIBUTIONS	17,841	21,475	22,100	27,686
8240 HEALTH/LIFE INSURANCE	25,794	22,807	25,000	37,380
8322 CLOTHING	1,754	2,000	2,080	2,100
8336 FUEL & LUBRICANTS	4,787	5,050	4,900	4,900
8343 LAUNDRY & CLEANING SUPPLIES	14,516	18,000	16,000	18,000
8364 MINOR EQUIPMENT	153	-	-	1,280
8382 UTILITY - ELECTRICAL FEES	88,255	121,240	81,700	92,300
8385 UTILITY - GAS FEE	1,541	1,750	1,300	1,600
8388 UTILITY - WATER & SEWER FEES	15,539	17,200	18,600	18,600
8399 OTHER SUPPLIES	687	1,500	1,000	1,500
8419 M&R - STRUCTURES	155,894	200,000	200,000	200,000
8431 M&R - GROUNDS	19	750	750	750
8545 M&R - EQUIPMENT	522	3,000	2,500	3,000
8557 M&R - VEHICLES	(273)	3,000	2,500	3,000
8581 M&R - TEMPERATURE CONTROL	1,258	2,000	-	-
8636 COMMUNICATIONS	1,369	2,200	2,000	2,200
8664 PROFESSIONAL SERVICES	35	-	-	-
8670 VEHICLE USE FEE	4,943	4,620	4,620	2,500
8690 TRAVEL EXPENSES	-	385	50	250
TOTAL 01-61	\$ 447,947	\$ 542,235	\$ 499,200	\$ 576,114

CLEBURNE CONFERENCE CENTER SUMMARY

DEPARTMENT
Civic Center

0162

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

Manage the maintenance and operating budget to make the best use of the city funds allocated while keeping these facilities maintained and functional. Utility fees are a large part of the budget and they increase with increase in usage. The Cleburne area has some new competing facilities owned privately and by neighboring cities with similar type facilities. Cleburne local hotels and restaurants are directly impacted if events use facilities in other nearby cities rather than doing them here.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Annual number of reservations	1,285	1,500	1,700
Annual rental revenue generated	\$144,391	\$180,000	\$190,000

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SUPPLIES & MATERIALS	100,580	97,290	96,235	103,270
M&R - LAND, STRUCTURES & STREETS	21,546	16,700	13,060	17,360
M&R - EQUIPMENT & VEHICLES	8,198	7,800	7,900	7,700
CONTRACTURAL & MISC SERVICES	206,114	207,100	205,900	215,950
TOTAL 01-62	\$ 336,438	\$ 328,890	\$ 323,095	\$ 344,280

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8301 OFFICE SUPPLIES	305	500	800	500
8343 LAUNDRY & CLEANING SUPPLIES	882	1,260	1,260	1,260
8357 MEDICAL SUPPLIES	-	150	150	150
8364 MINOR EQUIPMENT	459	500	2,465	-
8382 UTILITY - ELECTRICAL FEES	72,666	70,000	60,400	68,800
8385 UTILITY - GAS FEE	5,494	5,600	4,400	5,800
8388 UTILITY - WATER & SEWER FEES	17,201	16,000	22,600	22,600
8399 OTHER SUPPLIES	3,573	3,280	4,160	4,160
8419 M&R - STRUCTURES	20,732	16,000	12,000	16,000
8431 M&R - GROUNDS	814	700	1,060	1,360
8545 M&R - EQUIPMENT	4,486	4,500	4,200	4,200
8577 M&R - SOFTWARE	3,351	3,000	3,700	3,500
8581 M&R - TEMPERATURE CONTROL	361	300	-	-
8636 COMMUNICATIONS	5,557	5,900	4,300	4,300
8660 POSTAGE	7	150	100	150
8664 PROFESSIONAL SERVICES	198,381	200,000	200,000	210,000
8699 OTHER MISCELLANEOUS SERVICES	2,169	1,050	1,500	1,500
TOTAL 01-62	\$ 336,438	\$ 328,890	\$ 323,095	\$ 344,280

LIBRARY SUMMARY

DEPARTMENT
Library

0163

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Circulation	189,200	154,019	125,000
Library visits	114,522	129,936	131,000
Program attendance	4,560	5,367	6,440
Registrations	1,743	1,718	1,710

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Library Manager	30	1	1	1
Associate Librarian	18	1	1	1
Library Assistant	12	4	4	4
Library Clerk	10	0	0	0
TOTAL		6	6	6
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	262,213	263,387	260,100	272,338
BENEFITS	117,924	127,096	107,100	124,167
SUPPLIES & MATERIALS	15,038	19,350	17,650	22,450
M&R - EQUIPMENT & VEHICLES	5,505	10,700	10,500	15,700
CONTRACTURAL & MISC SERVICES	10,038	27,425	26,680	28,025
CAPITAL OUTLAY - EQUIPMENT	41,672	31,500	31,500	31,500
TOTAL 01-63	\$ 452,390	\$ 479,458	\$ 453,530	\$ 494,180

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	262,164	263,287	260,000	272,238
8130 OVERTIME	11	100	100	100
8190 NON CASH BENEFITS	38	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	15,289	16,330	15,300	16,885
8220 MEDICARE CONTRIBUTIONS	3,576	3,819	3,600	3,949
8230 RETIREMENT CONTRIBUTIONS	44,368	52,829	47,400	51,676
8240 HEALTH/LIFE INSURANCE	54,691	54,118	40,800	51,657
8301 OFFICE SUPPLIES	6,700	10,000	8,000	10,000
8322 CLOTHING	333	350	350	350
8350 LIBRARY PERIODICALS	5,811	5,500	5,500	5,500
8364 MINOR EQUIPMENT	-	-	-	2,800
8399 OTHER SUPPLIES	2,194	3,500	3,800	3,800
8559 M&R - OFFICE EQUIPMENT	2,610	3,200	3,000	3,200
8577 M&R - SOFTWARE	2,895	7,500	7,500	12,500
8608 ADVERTISING	-	500	-	-
8636 COMMUNICATIONS	2,138	3,000	2,500	3,000
8643 DUES	300	525	530	525
8660 POSTAGE	1,872	1,800	2,300	2,500
8664 PROFESSIONAL SERVICES	5,662	21,100	21,100	21,100
8684 TRAINING	20	500	250	600
8690 TRAVEL EXPENSES	46	-	-	300
8910 CAPITAL - LIBRARY BOOKS	41,672	31,500	31,500	31,500
TOTAL 01-63	\$ 452,390	\$ 479,458	\$ 453,530	\$ 494,180

MUSEUM SUMMARY

DEPARTMENT
Museum

0165

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

The Museum provides educational and cultural enrichment exhibits and programs based on scholarly research in the humanities (history, geography, literature, and the arts.) Learning opportunities in the Museum include: exhibits and interactives, library research, lectures, theatre and musical presentations, tours, and study clubs. Programs are developed for all ages and abilities.

The Museum is a regional repository for object and archival collections, provides preservation services, and publishes a newsletter and other materials.

Hours: Tu – F 10:00 – 5:00 / Sa 10:00 – 4:00 / Closed Su and M

Museum Desk: 817.645.0940
 Research Library: 817.556.8885
 Curatorial Area: 817.556.8866

BUDGET HIGHLIGHTS & CHALLENGES

Museum services are adjusting to changes in society and information technology. Programs continue to be marketed in physical versions but now include virtual contact and off-site exhibits.

Historical collections (artifacts and Photographs) on an enlarging database will be digitized for internet research.

Visitors to the Museum complex will notice ongoing effort to preserve and restore the early 19th century structures.

Consultants will provide needed services in marketing, digitizing, and exhibits. A curator of collections will greatly enhance the Museum's ability to provide professional services.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Program use	7,013	11,134	15,000
On-line contacts	0	4,600	6,000
Special events	100	100	100
Volunteer hours	1,730	1,000	1,200

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Museum Curator	22	1	1	1
Museum Assistant	11	1	1	1
TOTAL		2	2	2
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
WAGES	125,805	115,674	122,600	115,495
BENEFITS	49,121	49,214	43,500	39,225
SUPPLIES & MATERIALS	29,093	34,000	30,800	27,100
M&R - LAND, STRUCTURES & STREETS	7,403	9,500	7,500	10,500
M&R - EQUIPMENT & VEHICLES	134	150	100	100
CONTRACTURAL & MISC SERVICES	30,398	25,281	23,985	35,237
CAPITAL OUTLAY - EQUIPMENT	-	1,000	600	1,000
TOTAL 01-65	\$ 241,954	\$ 234,819	\$ 229,085	\$ 228,657

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	125,581	114,674	122,000	114,495
8130 OVERTIME	224	1,000	600	1,000
8210 SOCIAL SECURITY CONTRIBUTIONS	7,626	7,172	7,500	7,161
8220 MEDICARE CONTRIBUTIONS	1,784	1,677	1,800	1,675
8230 RETIREMENT CONTRIBUTIONS	20,503	23,201	22,100	21,915
8240 HEALTH/LIFE INSURANCE	19,208	17,164	12,100	8,474
8301 OFFICE SUPPLIES	2,349	5,200	4,500	4,500
8308 BOOKS & SUBSCRIPTIONS	1,307	1,000	500	800
8343 LAUNDRY & CLEANING SUPPLIES	347	-	-	-
8364 MINOR EQUIPMENT	-	5,000	4,300	-
8382 UTILITY - ELECTRICAL FEES	17,651	18,000	16,900	17,200
8385 UTILITY - GAS FEE	1,662	1,500	1,700	1,700
8388 UTILITY - WATER & SEWER FEES	3,925	2,500	2,100	2,100
8399 OTHER SUPPLIES	1,852	800	800	800
8419 M&R - STRUCTURES	7,403	6,500	7,500	7,500
8431 M&R - GROUNDS	-	3,000	-	3,000
8559 M&R - OFFICE EQUIPMENT	134	150	100	100
8608 ADVERTISING	2,825	1,500	2,000	3,500
8636 COMMUNICATIONS	2,620	2,500	2,500	2,500
8643 DUES	1,058	1,891	1,065	1,847
8660 POSTAGE	1,068	2,000	1,700	2,000
8662 PRINTING	2,383	1,500	2,000	1,500
8664 PROFESSIONAL SERVICES	15,450	8,000	7,000	16,000
8684 TRAINING	-	500	-	500
8690 TRAVEL EXPENSES	116	1,390	1,720	1,390
8699 OTHER MISCELLANEOUS SERVICES	4,878	6,000	6,000	6,000
8920 CAPITAL - MUSEUM ARTIFACTS	-	1,000	600	1,000
TOTAL 01-65	\$ 241,954	\$ 234,819	\$ 229,085	\$ 228,657

PUBLIC WORKS SUMMARY

DEPARTMENT
Public Works

0171

DIVISION
Public Works

DESCRIPTION OF SERVICES

The Public Works Division has the responsibility to provide essential services to the entire community that is utilized every day by every citizen. This includes producing and distributing a safe drinking water supply; collecting and safely treating the generated wastewater; and collecting and safely disposing of all the solid waste generated by the citizens of Cleburne. The Division also provides the necessary services of street maintenance, engineering support services for all City operations, storm water drainage, reuse water facilities, permitting and managing gas drilling permits and administrative assistance to the City Council appointed boards and commissions.

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Administrative Coordinator	17	1	1	1
TOTAL		1	1	1
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	147,100	128,894	121,700	130,065
BENEFITS	53,867	42,063	42,300	59,048
SUPPLIES & MATERIALS	5,579	7,900	5,203	5,400
M&R - EQUIPMENT & VEHICLES	2,021	1,470	680	720
CONTRACTURAL & MISC SERVICES	11,739	27,799	20,799	9,282
TOTAL 01-71	\$ 220,306	\$ 208,126	\$ 190,682	\$ 204,515

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	142,783	123,644	121,000	128,815
8130 OVERTIME	4,075	5,000	400	1,000
8190 NON-CASH BENEFITS	242	250	300	250
8210 SOCIAL SECURITY CONTRIBUTIONS	8,797	7,976	7,200	8,049
8220 MEDICARE CONTRIBUTIONS	2,057	1,865	1,700	1,882
8230 RETIREMENT CONTRIBUTIONS	23,897	25,803	20,600	24,632
8240 HEALTH/LIFE INSURANCE	19,116	6,419	12,800	24,485
8301 OFFICE SUPPLIES	1,910	3,200	2,000	2,000
8308 BOOKS & SUBSCRIPTIONS	106	100	153	100
8322 CLOTHING	20	-	-	-
8336 FUEL & LUBRICANTS	2,317	3,200	1,700	1,700
8399 OTHER SUPPLIES	1,226	1,400	1,350	1,600
8557 M&R - VEHICLES	1,334	1,170	380	420
8559 M&R - OFFICE EQUIPMENT	687	300	300	300
8636 COMMUNICATIONS	2,055	2,070	1,990	1,910
8643 DUES	828	825	825	845
8652 FEES & PERMITS	108	-	-	-
8660 POSTAGE	1,007	8,200	1,950	200
8664 PROFESSIONAL SERVICES	677	9,000	9,750	750
8670 VEHICLE USE FEE	4,872	3,984	3,984	2,682
8684 TRAINING	784	1,500	1,100	1,275
8690 TRAVEL EXPENSES	1,337	2,120	1,200	1,620
8699 OTHER MISCELLANEOUS SERVICES	71	100	-	-
TOTAL 01-71	\$ 220,306	\$ 208,126	\$ 190,682	\$ 204,515

ENGINEERING SUMMARY

DEPARTMENT
Engineering

0172

DIVISION
Public Works

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Queries from the Public			
a. Storm Drainage	30	40	45
b. Flood Plain Determinations	65	60	70
c. General Maps	120	140	125
d. Determining Zoning for the Public	80	60	75
Construction Projects	5	8	6
Storm Drainage Design	3	4	4
Water & Sewer Design	3	5	4
Surveying	35 hours	30 hours	35 hours
Master Plan	20 hours	30 hours	200 hours
Flood Plain Administration	70 hours	200 hours	50 hours
Mapping Zoning	200 hours	150 hours	250 hours
Thematic Mapping	275 hours	305 hours	250 hours
Map Updates	110 hours	150 hours	210 hours

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Senior Engineer	N/A	1	1	1
Engineering Technician	18	1	1	1
TOTAL		2	2	2
Part Time		1	1	1

LINE ITEM DETAIL

CATEGORY	2011	2012	2013
	ACTUAL	BUDGET	ESTIMATE
SALARIES & WAGES	111,947	126,298	113,200
BENEFITS	38,609	50,129	41,900
SUPPLIES & MATERIALS	3,535	4,900	4,750
M&R - EQUIPMENT & VEHICLES	16,175	12,900	14,050
CONTRACTURAL & MISC SERVICES	10,637	17,185	17,545
TOTAL 01-72	\$ 180,903	\$ 211,412	\$ 191,445

ACCOUNT	2011	2012	2013
	ACTUAL	BUDGET	ESTIMATE
8110 PERSONNEL	111,747	126,098	113,000
8130 OVERTIME	8	-	-
8190 NON-CASH BENEFITS	192	200	200
8210 SOCIAL SECURITY CONTRIBUTIONS	6,791	7,818	6,900
8220 MEDICARE CONTRIBUTIONS	1,588	1,828	1,600
8230 RETIREMENT CONTRIBUTIONS	18,908	25,292	20,600
8240 HEALTH/LIFE INSURANCE	11,322	15,191	12,800
8301 OFFICE SUPPLIES	590	1,150	1,000
8308 BOOKS & SUBSCRIPTIONS	-	100	150
8322 CLOTHING	200	100	100
8336 FUEL & LUBRICANTS	2,734	2,950	3,500
8357 MEDICAL SUPPLIES	-	-	-
8364 MINOR EQUIPMENT	11	500	-
8399 OTHER SUPPLIES	-	100	-
8539 M&R - INSTRUMENTS	-	200	-
8545 M&R - EQUIPMENT	1,548	-	-
8557 M&R - VEHICLES	1,588	750	750
8559 M&R - OFFICE EQUIPMENT	1,302	3,500	3,800
8577 M&R - SOFTWARE	11,737	8,450	9,500
8636 COMMUNICATIONS	2,176	2,800	3,000
8643 DUES	320	690	800
8652 FEES & PERMITS	218	500	500
8660 POSTAGE	98	150	150
8664 PROFESSIONAL SERVICES	3,402	7,000	7,000
8670 VEHICLE USE FEE	3,276	2,595	2,595
8684 TRAINING	895	1,950	2,000
8690 TRAVEL EXPENSES	252	1,500	1,500
TOTAL 01-72	\$ 180,903	\$ 211,412	\$ 191,445

PLANNING AND ZONING SUMMARY

DEPARTMENT
PLANNING AND ZONING

0174

DIVISION
Public Works

DESCRIPTION OF SERVICES

The Planning and Zoning (P&Z) Department works 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 the subdivision and zoning ordinances in order to balance the residential, commercial, industrial, recreational and educational needs of the City's citizens and visitors. It is responsible for providing support to the public and staff on the zoning and subdivision ordinances; assisting the Planning and Zoning Commission, Zoning Board of Adjustment and Historical Preservation Commission; providing proper notice of all official meetings of the above Commissions; making all preparations for the meetings including preparing all agendas and packets; keeping record of the minutes of the meetings and all correspondence of the commissions; preparing and presenting action items for City Council consideration and reviewing building plans and Certificates of Occupancy submittals to determine if the property is properly zoned and/or platted as necessary. It also works with staff and committees in coordinating updates of the comprehensive, thoroughfare and annexation plans. The department's hours of operation are Monday through Friday from 8:00 a.m. to 12:00 noon and from 1:00 p.m. to 5:00 p.m. The Planning & Zoning Commission meets on the second and fourth Mondays of each month, the Zoning Board of Adjustment (ZBA) meets on the third Tuesday of the month as necessary and the Historical Preservation Commission (HPC) meets as called. The department's coordinator may be reached at (817) 645-0943 or ann.powell@cleburne.net.

GOALS & OBJECTIVES

1. To update; revise as necessary; adjudicate and administer fairly and impartially the subdivision and zoning ordinances to help ensure that Cleburne will have its ordinances updated in order to be a resourceful and vibrant community in which to live, work, play and shop through managed growth and planning.
2. To provide efficient and timely customer service; review and implement procedures to increase public satisfaction and remain in compliance with city and state regulations and procedures.
3. The comprehensive and thoroughfare plans as well as the subdivision and zoning ordinances may be accessed on the City of Cleburne's website, www.Cleburne.net.

BUDGET HIGHLIGHTS & CHALLENGES

The 2012-2013 budget provides a proposed significant increase for professional services. This will be used to fund professional services for the updates of the subdivision and zoning ordinances as well as the comprehensive and thoroughfare plans in order to have the ordinances and plans updated for the anticipated growth of the City due to the completion of the Chisholm Trail Parkway (Highway 121).

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Rezoning	27	10	13
Plats	21	26	13
ZBA variances	4	5	2
Special use exceptions – parking	0	7	6

PERSONNEL SCHEDULE

	Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Coordinator		25	1	1	1
TOTAL			1	1	1
Part Time			0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012	2013
	ACTUAL	BUDGET	ESTIMATE
SALARIES & WAGES	57,334	57,440	58,200
BENEFITS	26,121	26,996	25,700
SUPPLIES & MATERIALS	1,463	3,250	1,053
M&R - EQUIPMENT & VEHICLES	165	500	350
CONTRACTURAL & MISC SERVICES	4,232	4,550	3,575
TOTAL 01-74	\$ 89,315	\$ 92,736	\$ 88,878

ACCOUNT	2011	2012	2013
	ACTUAL	BUDGET	ESTIMATE
8110 PERSONNEL	57,173	57,265	58,000
8190 NON-CASH BENEFITS	161	175	200
8210 SOCIAL SECURITY CONTRIBUTIONS	3,161	3,550	3,200
8220 MEDICARE CONTRIBUTIONS	739	830	800
8230 RETIREMENT CONTRIBUTIONS	9,677	11,486	10,500
8240 HEALTH/LIFE INSURANCE	12,544	11,130	11,200
8301 OFFICE SUPPLIES	1,463	3,000	750
8308 BOOKS & SUBSCRIPTIONS	-	-	53
8399 OTHER SUPPLIES	-	250	250
8559 M&R - OFFICE EQUIPMENT	165	500	350
8636 COMMUNICATIONS	776	800	900
8643 DUES	901	900	1,200
8652 FEES & PERMITS	1,876	1,500	1,050
8660 POSTAGE	679	850	325
8662 PRINTING	-	-	-
8699 OTHER MISCELLANEOUS SERVICES	-	500	100
TOTAL 01-74	\$ 89,315	\$ 92,736	\$ 88,878

INSPECTIONS SUMMARY

DEPARTMENT
Inspections

0176

DIVISION
Public works

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Permits issued	1,818	1,903	1,910
Building	273	350	351
Electrical	272	282	283
Plumbing	289	305	311
Heating and A/C	257	257	256
Other (signs, driveways, etc.)	538	519	519
Certificate of occupancies	189	190	190
Total inspection trips	3,900	3,931	3,935
Building standards agenda: total cases	46	30	40
Repaired	10	11	11
Condemned	21	13	15
Total trips: substandard buildings	187	74	80
Board meetings attended – hours	60	60	60
Plan reviews	600	601	602
Specific use permit inspections	23	23	23

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Chief Building Inspector	28	1	1	1
Assistant Building Inspector	20	1	1	1
Permitting Technician	14	0	1	1
TOTAL		2	3	3
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	161,215	171,414	172,600	178,452
BENEFITS	62,498	70,683	67,500	77,566
SUPPLIES & MATERIALS	6,276	7,400	6,200	5,700
M&R - EQUIPMENT & VEHICLES	2,819	3,797	6,675	4,950
CONTRACTURAL & MISC SERVICES	9,226	16,559	13,924	14,996
TOTAL 01-76	\$ 242,034	\$ 269,853	\$ 266,899	\$ 281,664

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	160,626	170,814	172,000	177,852
8130 OVERTIME	-	600	600	600
8190 NON-CASH BENEFITS	589	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	9,769	10,628	10,400	11,064
8220 MEDICARE CONTRIBUTIONS	2,285	2,485	2,500	2,588
8230 RETIREMENT CONTRIBUTIONS	27,309	34,381	31,300	33,861
8240 HEALTH/LIFE INSURANCE	23,135	23,189	23,300	30,053
8301 OFFICE SUPPLIES	808	850	850	850
8308 BOOKS & SUBSCRIPTIONS	234	750	600	450
8322 CLOTHING	114	300	300	200
8336 FUEL & LUBRICANTS	4,981	5,300	4,100	4,100
8399 OTHER SUPPLIES	139	200	350	100
8557 M&R - VEHICLES	853	1,400	3,200	1,650
8559 M&R - OFFICE EQUIPMENT	-	400	200	400
8577 M&R - SOFTWARE	1,966	1,997	3,275	2,900
8636 COMMUNICATIONS	3,616	4,300	3,850	4,100
8643 DUES	671	1,105	1,000	1,105
8660 POSTAGE	631	600	400	600
8662 PRINTING	527	450	450	450
8664 PROFESSIONAL SERVICES	825	1,000	1,000	1,000
8670 VEHICLE USE FEE	1,695	3,974	3,974	2,791
8684 TRAINING	745	2,445	1,500	2,455
8690 TRAVEL EXPENSES	516	2,685	1,750	2,495
TOTAL 01-76	\$ 242,034	\$ 269,853	\$ 266,899	\$ 281,664

FLEET MAINTENANCE SUMMARY

DEPARTMENT
Fleet Maintenance

0178

DIVISION
Public Works

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Vehicles and equipment maintained	400	400	400

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Fleet Maintenance Supervisor	26	1	1	0
Senior Auto Mechanic	19	1	1	1
Auto Mechanic	16	3	2	3
Mechanic Helper	10	2	1	1
TOTAL		7	5	5
Part Time		0	1	1

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	246,480	234,539	223,500	236,083
BENEFITS	119,552	117,072	110,700	129,672
SUPPLIES & MATERIALS	35,538	40,220	46,370	32,420
M&R - LAND, STRUCTURES & STREETS	2,617	19,100	4,600	3,500
M&R - EQUIPMENT & VEHICLES	15,058	20,910	19,610	20,810
CONTRACTURAL & MISC SERVICES	28,981	27,499	25,399	23,215
TOTAL 01-78	\$ 448,226	\$ 459,340	\$ 430,179	\$ 445,700

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	240,183	225,839	221,000	233,383
8130 OVERTIME	5,590	8,000	1,800	2,000
8190 NON-CASH BENEFITS	707	700	700	700
8210 SOCIAL SECURITY CONTRIBUTIONS	14,408	14,498	13,500	14,594
8220 MEDICARE CONTRIBUTIONS	3,370	3,391	3,200	3,413
8230 RETIREMENT CONTRIBUTIONS	40,564	46,903	41,200	44,664
8240 HEALTH/LIFE INSURANCE	61,210	52,280	52,800	67,001
8301 OFFICE SUPPLIES	225	400	400	400
8322 CLOTHING	1,972	3,520	1,420	1,220
8336 FUEL & LUBRICANTS	7,145	7,800	20,600	3,600
8343 LAUNDRY & CLEANING SUPPLIES	526	700	1,050	700
8357 MEDICAL SUPPLIES	100	100	100	100
8382 UTILITY - ELECTRICAL FEES	8,192	9,500	7,300	8,600
8385 UTILITY - GAS FEE	7,167	8,500	5,600	7,900
8388 UTILITY - WATER & SEWER FEES	1,679	1,700	1,900	1,900
8399 OTHER SUPPLIES	8,532	8,000	8,000	8,000
8419 M&R - STRUCTURES	1,030	18,600	3,000	3,000
8431 M&R - GROUNDS	1,587	500	1,600	500
8545 M&R - EQUIPMENT	7,900	10,000	8,800	10,000
8557 M&R - VEHICLES	4,627	5,000	5,000	5,000
8559 M&R - OFFICE EQUIPMENT	459	500	500	500
8569 M&R - RADIOS	-	100	-	-
8577 M&R - SOFTWARE	2,072	5,310	5,310	5,310
8636 COMMUNICATIONS	3,137	3,200	2,900	2,900
8670 VEHICLE USE FEE	24,764	20,979	20,979	16,995
8672 RENTAL OF EQUIPMENT	789	1,020	1,020	1,020
8684 TRAINING	236	2,000	200	2,000
8690 TRAVEL EXPENSES	-	200	200	200
8699 OTHER MISCELLANEOUS SERVICES	55	100	100	100
TOTAL 01-78	\$ 448,226	\$ 459,340	\$ 430,179	\$ 445,700

STREET DEPARTMENT SUMMARY

DEPARTMENT
Street Department

0179

DIVISION
Public Works

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Miles of streets	175	175	175
Miles of storm sewer	28	28	28
Acres of drainage right of ways	100	100	100
Approximate regulatory and warning signs	3,000	3,000	3,000
Traffic Signals	9	9	9

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Street Superintendent	26	1	1	0
Operations Manager	27	0	0	1
Street Foreman	17	1	1	1
Motor Grader Operator	14	1	1	1
Heavy Equipment Operator	13	2	2	2
Sign Technician	12	1	1	1
Light Equipment Operator	11	1	1	1
Clerk	11	1	1	1
Maintenance Worker	10	5	5	5
TOTAL		13	13	13
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	391,293	422,203	397,100	435,505
BENEFITS	195,233	197,876	181,400	235,657
SUPPLIES & MATERIALS	285,286	293,350	312,150	310,650
M&R - LAND, STRUCTURES & STREETS	477,258	355,500	452,500	505,500
M&R - EQUIPMENT & VEHICLES	60,147	34,300	51,320	34,300
CONTRACTURAL & MISC SERVICES	78,500	88,655	87,825	91,580
TOTAL 01-79	\$ 1,487,717	\$ 1,391,884	\$ 1,482,295	\$ 1,613,192

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	389,410	412,203	389,000	425,505
8130 OVERTIME	1,873	10,000	8,100	10,000
8190 NON-CASH BENEFITS	10	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	23,515	26,177	23,600	27,001
8220 MEDICARE CONTRIBUTIONS	5,499	6,122	5,600	6,315
8230 RETIREMENT CONTRIBUTIONS	66,203	74,358	71,100	82,637
8240 HEALTH/LIFE INSURANCE	100,016	91,219	81,100	119,704
8301 OFFICE SUPPLIES	413	200	400	200
8322 CLOTHING	6,278	7,000	6,000	7,000
8336 FUEL & LUBRICANTS	36,508	44,000	44,400	40,500
8357 MEDICAL SUPPLIES	101	150	150	150
8364 MINOR EQUIPMENT	5,199	-	-	-
8382 UTILITY - ELECTRICAL FEES	8,088	9,600	7,800	8,200
8383 UTILITY-STREET LIGHT ELECTRICAL FEE	218,698	222,000	245,000	245,000
8385 UTILITY - GAS FEE	3,584	4,800	2,800	4,000
8388 UTILITY - WATER & SEWER FEES	552	600	600	600
8399 OTHER SUPPLIES	5,865	5,000	5,000	5,000
8407 M&R - BRIDGES & DAMS	(1,243)	-	-	-
8419 M&R - STRUCTURES	365	500	500	500
8467 M&R - STREETS, CURBS & ALLEYS	424,827	350,000	400,000	500,000
8499 M&R - OTHER	53,309	5,000	52,000	5,000
8545 M&R - EQUIPMENT	6,452	15,000	7,200	15,000
8557 M&R - VEHICLES	48,394	15,000	40,000	15,000
8559 M&R - OFFICE EQUIPMENT	130	300	120	300
8575 M&R - SIGNAL LIGHTS	5,171	4,000	4,000	4,000
8636 COMMUNICATIONS	2,957	2,870	3,240	3,240
8643 DUES	240	240	240	655
8660 POSTAGE	144	-	-	-
8664 PROFESSIONAL SERVICES	5,385	5,000	4,000	5,000
8670 VEHICLE USE FEE	69,370	79,570	79,570	81,710
8684 TRAINING	324	450	350	450
8690 TRAVEL EXPENSES	80	525	425	525
TOTAL 01-79	\$ 1,487,717	\$ 1,391,884	\$ 1,482,295	\$ 1,613,192

SANITATION SUMMARY

DEPARTMENT
Refuse Collection

0191

DIVISION
Sanitation

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Tons of residential waste pickup	11,129	11,000	11,000
Average houses per residential route	710	725	800
Average tons per residential route	9	9	12
Tons of commercial industrial waste	22,760	30,000	30,000
Tons of waste transferred	47,664	50,000	50,000
Number of individual pickup/trailer	29,706	28,000	30,000
Cubic yards to landfill	5,200	5,000	5,000
Tons of brush shredded	3,200	3,500	3,500

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Sanitation Superintendent	26	1	1	1
Foreman	17	1	1	1
Crewleader	13	1	1	0
Heavy Equipment Operator	13	3	3	3
Lead Landfill Operator	13	0	0	1
Sanitation Worker	13	14	8	7
Solid Waste Worker	11	0	0	0
TOTAL		20	14	13

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	621,957	663,540	526,000	547,009
BENEFITS	344,345	352,856	282,300	330,668
SUPPLIES & MATERIALS	246,678	208,095	182,970	117,280
M&R - LAND, STRUCTURES & STREETS	6,415	5,500	4,500	5,500
M&R - EQUIPMENT & VEHICLES	85,828	63,351	86,191	61,725
CONTRACTURAL & MISC SERVICES	2,287,796	2,296,479	2,210,771	2,277,981
TOTAL 01-91	\$ 3,593,019	\$ 3,589,821	\$ 3,292,732	\$ 3,340,163

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	597,780	631,640	506,000	521,109
8130 OVERTIME	23,288	31,000	19,100	25,000
8190 NON-CASH BENEFITS	889	900	900	900
8210 SOCIAL SECURITY CONTRIBUTIONS	36,254	41,084	30,300	33,859
8220 MEDICARE CONTRIBUTIONS	8,479	9,608	7,100	7,919
8230 RETIREMENT CONTRIBUTIONS	104,821	132,909	95,600	103,624
8240 HEALTH/LIFE INSURANCE	194,791	169,255	149,300	185,266
8301 OFFICE SUPPLIES	831	900	800	900
8315 CHEMICAL SUPPLIES	849	1,000	900	1,000
8322 CLOTHING	9,850	10,445	11,820	9,680
8336 FUEL & LUBRICANTS	108,946	110,800	107,000	82,000
8343 LAUNDRY & CLEANING SUPPLIES	491	1,200	1,100	1,000
8357 MEDICAL SUPPLIES	797	500	450	400
8378 SANITATION - GARBAGE BAGS	103,466	56,250	40,000	-
8382 UTILITY - ELECTRICAL FEES	16,739	23,000	15,200	17,600
8388 UTILITY - WATER & SEWER FEES	2,647	2,000	3,700	3,700
8399 OTHER SUPPLIES	2,062	2,000	2,000	1,000
8419 M&R - STRUCTURES	5,469	3,500	3,000	3,500
8431 M&R - GROUNDS	946	2,000	1,500	2,000
8545 M&R - EQUIPMENT	2,984	10,000	8,500	10,000
8557 M&R - VEHICLES	81,300	51,851	76,251	50,225
8559 M&R - OFFICE EQUIPMENT	704	650	600	650
8577 M&R - SOFTWARE	840	850	840	850
8636 COMMUNICATIONS	2,959	3,000	2,700	3,000
8643 DUES	312	1,158	850	1,158
8652 FEES & PERMITS	1,579	1,500	1,500	1,500
8664 PROFESSIONAL SERVICES	2,201,432	2,234,650	2,152,500	2,223,700
8670 VEHICLE USE FEE	66,415	38,001	38,001	30,453
8672 RENTAL OF EQUIPMENT	1,345	1,620	1,620	1,620
8684 TRAINING	1,170	2,750	2,000	2,750
8690 TRAVEL EXPENSES	370	2,800	600	2,800
8699 OTHER MISCELLANEOUS SERVICES	12,214	11,000	11,000	11,000
TOTAL 01-91	\$ 3,593,019	\$ 3,589,821	\$ 3,292,732	\$ 3,340,163

General Debt Service Fund

GENERAL DEBT SERVICE

Fund 02

Summary of Receipts & Disbursements

2012-2013

	Actual 2010-2011	Estimated 2011-2012	Proposed 2012-2013
Beginning Fund Balance	60,086	244,274	725,826
Receipts:			
Tax Receipts	3,146,512	3,100,000	2,350,000
Interest on Investments	2,071	2,000	2,000
TOTAL RECEIPTS	3,148,583	3,102,000	2,352,000
Transfer from Other Funds	972,083	2,549,273	2,050,447
Transfer from Performance Capital Fund	440,212	988,384	988,384
Transfer from TIF	232,409	18,000	18,000
TOTAL FUNDS AVAILABLE	4,853,373	6,901,931	6,134,657
Expenditures:			
Trash Truck Lease Purchase	-	500,000	120,000
TIF Payments	232,409	18,000	18,000
Performance Contract SECO Payments	329,415	988,384	988,384
PD-Muni Court Bond Payments	-	877,030	878,004
Principal Requirements	2,190,000	2,295,000	2,325,000
Interest Requirements	1,764,412	1,482,691	1,373,118
Agent Fees	92,863	15,000	15,000
TOTAL BUDGETED EXPENDITURES	4,609,099	6,176,105	5,717,506
Ending Fund Balance	244,274	725,826	417,151

GENERAL DEBT SERVICE

Statement of Bond Indebtedness

2012-2013

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired in Previous Years	Debt Balance 10/1/2012
General Obligation Taxable Refunding Bonds, Series 2004 (Ponderosa Power-Tenaska-Brazos Electric) Refunding \$3,825,000 of Series 1996 Certificate Of Obligation Improvements & Extensions to Water and Sewer Lines	15	3,825,000	1,560,000	2,265,000
General Obligation Refunding Bonds, Series 2008 Refunding \$7,065,055 of 98 Certificate of Obligation	10	10,890,000	1,735,000	9,155,000
Certificates of Obligation, Series 2009 Performance Contract Financing supported by operational savings.	12	2,297,000	-	2,297,000
General Obligation Refunding Bonds, Series 2010 Refunding of General Obligation Series 2001 Sr. citizens roof, annex bldg., & Esquire Theater improvements Boone Street Bridge, airport improvements, Nolan River Grant match Kilpatrick Street, Highway 67, & parks improvements, Master Plan East Buffalo Creek & miscellaneous storm drainage, fire stations, incinerator improvements, street maintenance, & preemption devices	12	5,848,413	35,000	5,813,413
General Obligation Refunding Bonds, Series 2011 Refunding of Certificates of Obligation Series 2004 Constructing and improving a City golf course, city streets, and gutter systems. Purchasing and upgrading geographical information systems - including software and hardware. Professional services rendered in connection with financing foregoing projects and items.	13	2,655,000	45,000	2,610,000
		\$ 25,515,413	\$ 3,375,000	\$ 22,140,413
4B Sales Tax				
Refunding and Improvements Bonds, Series 2007 (SELF-SUPPORTED DEBT) Including an additional 5,000,000 Refunding Series 2002 \$12,400,000 Certificate of Obligation	25	16,280,000	660,000	15,620,000
Mineral & Lease Royalty Taxable Bonds, Series 2010 (SELF-SUPPORTED DEBT) Purchase of facilities for Police Department & Municipal Court	25	1,720,000	850,000	870,000
		\$ 18,000,000	\$ 1,510,000	\$ 16,490,000
		\$ 43,515,413	\$ 4,885,000	\$ 38,630,413

GENERAL DEBT SERVICE

Debt Service Requirements

2012-2013

Issue Year	Title and Purpose	Outstanding 10/1/2012	Current Requirements		
			Principal	Interest	Total
2004	General Obligation Taxable Refunding 1996 Bonds Ponderosa Power (Tenaska)	2,265,000	280,000	106,675	386,675
2008	General Obligation Refunding 1998 Bonds	9,155,000	1,355,000	385,800	1,740,800
2009	Certificates of Obligation Series 2009	2,297,000	-	107,959	107,959
2010	General Obligation Refunding Bonds Series 2010 (refunded General Obligation Series 2001)	5,813,413	-	151,000	151,000
2011	General Obligation Refunding Bonds Series 2011 (refunded Certificates of Obligation Series 2004)	2,610,000	185,000	62,200	247,200
Budget Requirement 2012-2013		22,140,413	1,820,000	813,634	2,633,634
2007	4B Sales Tax Revenue Refunding and Improvements Bonds, Refunding 2002 & additional 5,000,000	15,620,000	505,000	667,443	1,172,443
2010	Mineral & Lease Royalty Taxable Bonds Series 2010	870,000	870,000	8,004	878,004
Total Self-Supporting Debt		16,490,000	1,375,000	675,447	2,050,447
GRAND TOTAL - Current Requirement			3,195,000	1,489,081	4,684,081
TOTAL BONDS OUTSTANDING		38,630,413			

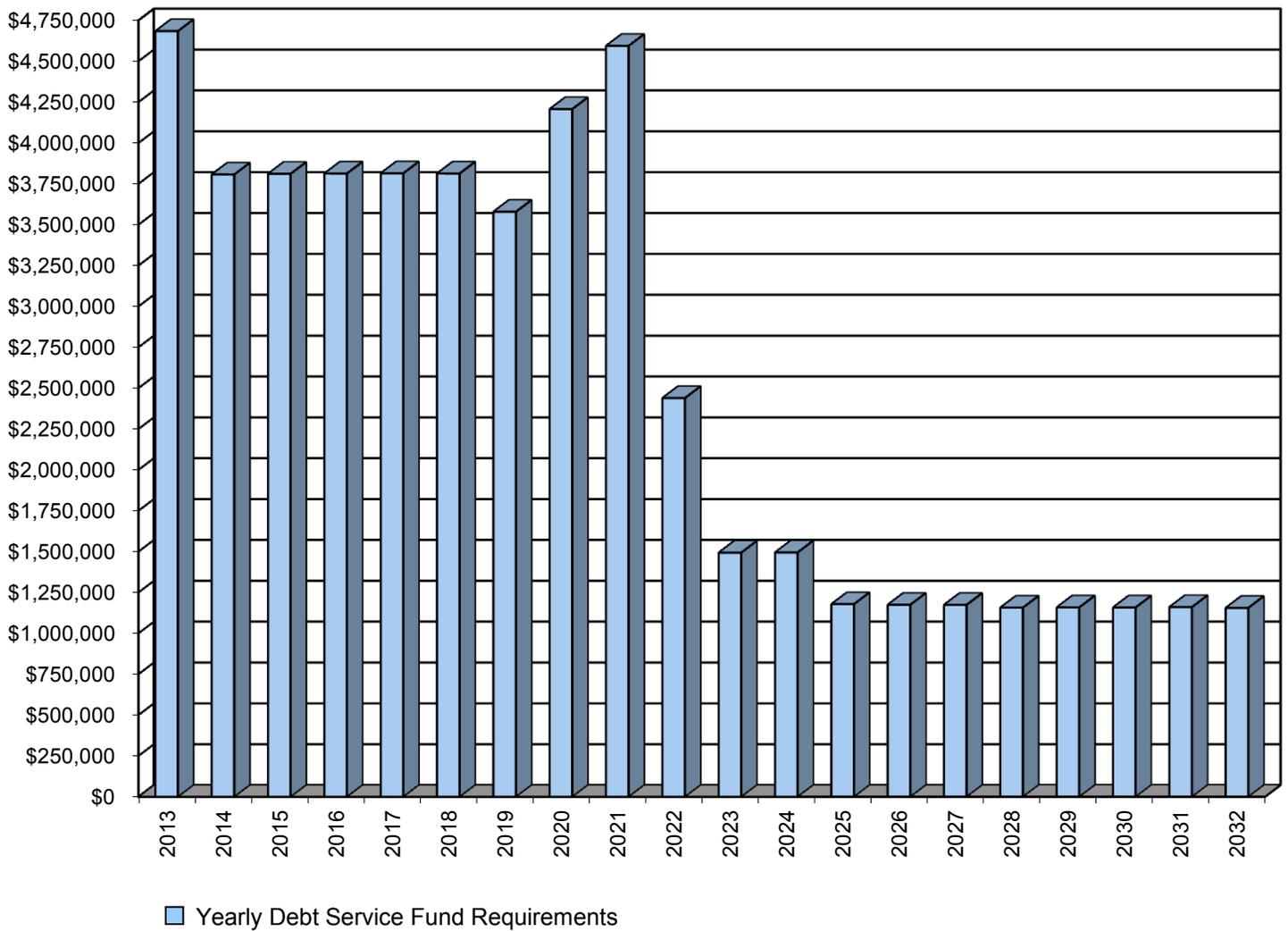
GENERAL DEBT SERVICE

Schedule of Requirements

2012-2013

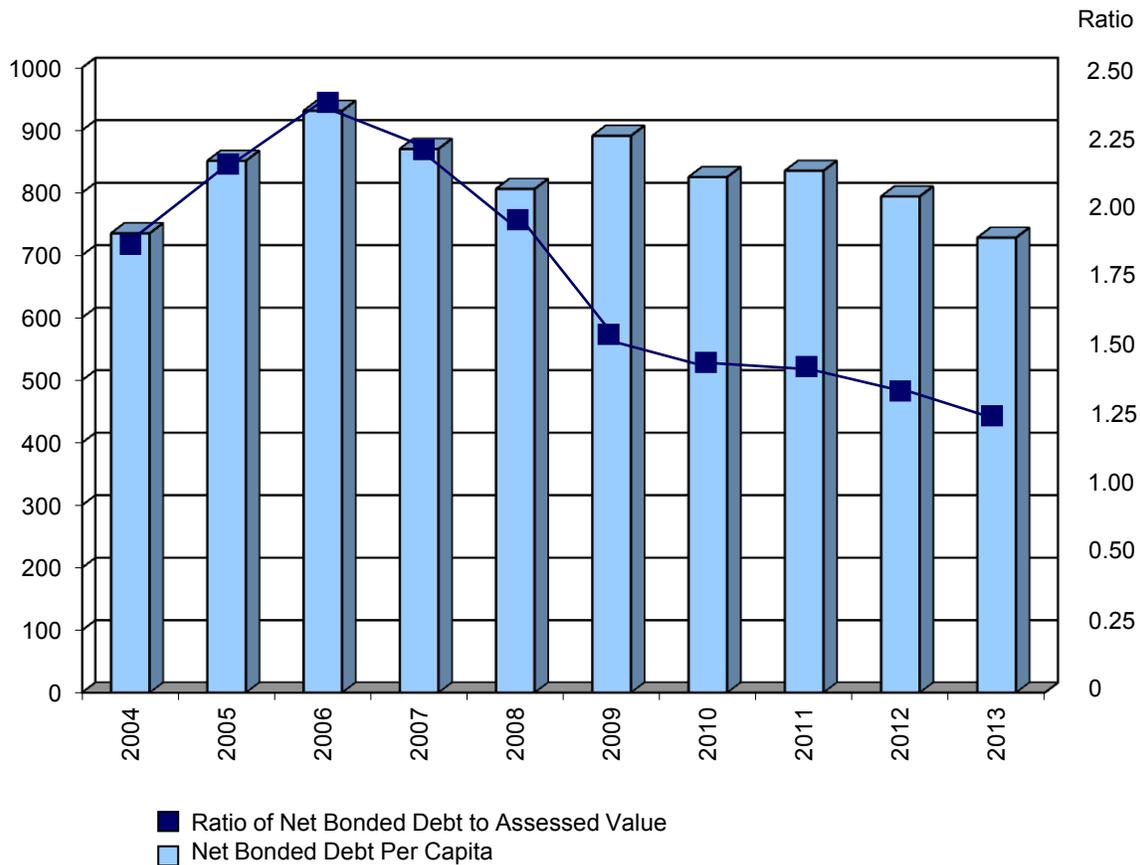
Fiscal Year	Principal	Self-Supported Principal	Interest	Self-Supported Interest	Total
2012-2013	1,820,000	1,375,000	813,634	675,447	4,684,081
2013-2014	1,890,000	530,000	740,152	646,743	3,806,894
2014-2015	1,975,000	555,000	656,092	625,043	3,811,134
2015-2016	2,070,000	580,000	560,679	602,343	3,813,022
2016-2017	2,170,000	605,000	460,539	578,643	3,814,181
2017-2018	2,265,000	630,000	364,095	553,943	3,813,037
2018-2019	2,107,881	655,000	288,322	527,915	3,579,118
2019-2020	2,767,532	685,000	254,909	499,760	4,207,201
2020-2021	3,250,000	715,000	159,275	469,660	4,593,935
2021-2022	1,215,000	745,000	41,125	437,991	2,439,116
2022-2023	300,000	775,000	13,800	404,741	1,493,541
2023-2024	310,000	810,000	4,650	370,069	1,494,719
2024-2025	-	845,000	-	333,338	1,178,338
2025-2026	-	880,000	-	294,525	1,174,525
2026-2027	-	920,000	-	254,025	1,174,025
2027-2028	-	945,000	-	212,063	1,157,063
2028-2029	-	990,000	-	168,525	1,158,525
2029-2030	-	1,035,000	-	122,963	1,157,963
2030-2031	-	1,085,000	-	75,263	1,160,263
2031-2032	-	1,130,000	-	25,425	1,155,425
	\$ 22,140,413	\$ 16,490,000	\$ 4,357,270	\$ 7,878,419	\$ 50,866,102

General Debt Service Fund Schedule of Requirements



The Principal and Interest requirement on all General Obligation Debt includes Self-Supported 4B Sales Tax issues with an outstanding balance of \$15,620,000 and \$870,000 supported by mineral and lease royalties. The outstanding balance at October 1, 2012 of all General Obligation Debt is \$38,630,413.

General Debt Service Ratios & History



Fiscal Year	Estimated Population (1)	Net Assessed Value (2)	Net General Bond Debt (3)	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2004	28,106	1,157,248,434	20,655,866	1.78	735
2005	28,252	1,191,101,352	24,048,062	2.02	851
2006	28,368	1,160,327,499	26,417,527	2.28	931
2007	28,425	1,275,351,528	24,725,070	1.94	870
2008	28,639	1,538,404,994	23,069,593	1.50	806
2009	28,895	1,789,571,323	25,743,538	1.44	891
2010	29,337	1,887,592,221	24,194,538	1.28	825
2011	29,693	1,713,419,518	24,791,538	1.45	835
2012	30,053	1,737,065,515	23,865,413	1.37	794
2013	30,400	1,725,310,746	22,140,413	1.28	728

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 \$ 16,490,000 in self-supported bond debt, \$6,221,116 of performance contract supported debt, or \$546,205 of asset supported debt.

Municipal Bonds Comparison 2012 Debt Survey

<i>General Obligation & Cert. of Obligation Bond Indebtedness</i>	<i>City(Population)</i>	<i>Revenue Bond Indebtedness</i>
148,650,000	<i>Waxahachie (28,300)*</i>	0
139,728,746	<i>Rockwall (37,790)</i>	5,215,000
112,045,000	<i>Burleson (36,990)</i>	18,235,000
109,030,000	<i>Leander (27,650)</i>	1,405,000
97,939,000	<i>Keller (40,450)</i>	275,000
94,064,955	<i>Southlake (27,282)</i>	28,967,074
86,815,000	<i>Coppell (39,750)</i>	0
78,210,000	<i>West University Place (14,787)</i>	5,825,000
66,470,000	<i>Addison (13,060)</i>	0
56,837,895	<i>Cedar Hill (46,300)**</i>	10,250,000
47,036,531	<i>Lancaster (36,600)</i>	37,598,469
45,290,000	<i>Greenville (27,200)</i>	32,945,000
37,365,000	<i>Marble Falls (7,485)</i>	17,515,000
23,865,413	<i>Cleburne (30,400)</i>	88,830,000
23,040,000	<i>Farmers Branch (31,300)</i>	0
22,880,000	<i>Watauga (24,350)</i>	985,000
21,325,000	<i>Lake Worth (4,750)</i>	276,000
21,230,000	<i>Saginaw (19,870)</i>	4,990,000
19,676,957	<i>Ennis (19,795)</i>	11,743,043
11,918,120	<i>Paris (26,539)</i>	12,141,880
10,215,000	<i>Weatherford (27,437)**</i>	43,265,000
10,175,000	<i>Brownwood (20,402)**</i>	0

Source: Texas Town and City Magazine, Annual Taxation and Debt Survey, 2012, www.tml.org.

*Data from 2009 was used as the above source did not have the 2012 information.

**Data from 2011 was used as the above source did not have the 2012 information.

CITY OF CLEBURNE

\$3,825,000

General Obligation Taxable Refunding

Series 2004

Ponderosa Power (TENASKA - Brazos Electric)

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	280,000.00	5.02%	2-15-13	56,851.50	8-15-13	49,823.50	386,675.00
2-15-14	295,000.00	5.02%	2-15-14	49,823.50	8-15-14	42,419.00	387,242.50
2-15-15	305,000.00	5.02%	2-15-15	42,419.00	8-15-15	34,763.50	382,182.50
2-15-16	320,000.00	5.02%	2-15-16	34,763.50	8-15-16	26,731.50	381,495.00
2-15-17	335,000.00	5.02%	2-15-17	26,731.50	8-15-17	18,323.00	380,054.50
2-15-18	355,000.00	5.02%	2-15-18	18,323.00	8-15-18	9,412.50	382,735.50
2-15-19	375,000.00	5.02%	2-15-19	9,412.50	8-15-19	0	384,412.50
	\$ 2,265,000.00			\$ 238,324.50		\$ 181,473.00	\$ 2,684,797.50

Interest Rate: 5.02%

Amount Issued: \$3,825,000.00

Amount Outstanding: \$2,265,000.00

Term (Years): 15 years

Paying Agent: Bank of America #281

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

CITY OF CLEBURNE

\$10,890,000

General Obligation Refunding Bonds

Series 2008

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	1,355,000.00	4.00%	2-15-13	206,450.00	8-15-13	179,350.00	1,740,800.00
2-15-14	1,415,000.00	4.00%	2-15-14	179,350.00	8-15-14	151,050.00	1,745,400.00
2-15-15	1,480,000.00	4.00%	2-15-15	151,050.00	8-15-15	114,050.00	1,745,100.00
2-15-16	1,555,000.00	4.00%	2-15-16	114,050.00	8-15-16	75,175.00	1,744,225.00
2-15-17	1,635,000.00	4.00%	2-15-17	75,175.00	8-15-17	34,300.00	1,744,475.00
2-15-18	1,715,000.00	4.00%	2-15-18	34,300.00			1,749,300.00
	\$ 9,155,000.00			\$ 760,375.00		\$ 553,925.00	\$ 10,469,300.00

Interest Rate: 3.5% - 5.0%

Amount Issued: \$10,890,000.00

Amount Outstanding: \$9,155,000.00

Term (Years): 10 years

Paying Agent: The Bank of New York Trust Company of Florida, N.A.
(formerly U. S. Trust Company of Texas)

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

CITY OF CLEBURNE

\$2,297,000

Certificates of Obligation

Series 2009

Combination Tax & Revenue

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
8-15-13	0	0.000%	2-15-13	53,979.50	8-15-13	53,979.50	107,959.00
8-15-14	0	0.000%	2-15-14	53,979.50	8-15-14	53,979.50	107,959.00
8-15-15	0	0.000%	2-15-15	53,979.50	8-15-15	53,979.50	107,959.00
8-15-16	0	0.000%	2-15-16	53,979.50	8-15-16	53,979.50	107,959.00
8-15-17	0	0.000%	2-15-17	53,979.50	8-15-17	53,979.50	107,959.00
8-15-18	0	0.000%	2-15-18	53,979.50	8-15-18	53,979.50	107,959.00
8-15-19	0	0.000%	2-15-19	53,979.50	8-15-19	53,979.50	107,959.00
8-15-20	1,122,000.00	4.700%	2-15-20	53,979.50	8-15-20	53,979.50	1,229,959.00
8-15-21	1,175,000.00	4.700%	2-15-21	27,612.50	8-15-21	27,612.50	1,230,225.00
	\$ 2,297,000.00			\$ 459,448.50		\$ 459,448.50	\$ 3,215,897.00

Interest Rate: 4.700%

Amount Issued: \$2,297,000.00

Amount Outstanding: \$2,297,000.00

Term (Years): 12 years

Paying Agent: The Bank of New York Mellon Trust Company

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

CITY OF CLEBURNE

\$5,848,413.30

General Obligation Refunding Bonds

Series 2010

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	0	0.000%	2-15-13	75,500.00	8-15-13	75,500.00	151,000.00
2-15-14	0	0.000%	2-15-14	75,500.00	8-15-14	75,500.00	151,000.00
2-15-15	0	0.000%	2-15-15	75,500.00	8-15-15	75,500.00	151,000.00
2-15-16	0	0.000%	2-15-16	75,500.00	8-15-16	75,500.00	151,000.00
2-15-17	0	0.000%	2-15-17	75,500.00	8-15-17	75,500.00	151,000.00
2-15-18	0	0.000%	2-15-18	75,500.00	8-15-18	75,500.00	151,000.00
2-15-19	1,732,881.30	0.000%	2-15-19	75,500.00	8-15-19	54,300.00	1,862,681.30
2-15-20	1,365,532.00	4.000%	2-15-20	54,300.00	8-15-20	54,300.00	1,474,132.00
2-15-21	1,795,000.00	4.000%	2-15-21	54,300.00	8-15-21	18,400.00	1,867,700.00
2-15-22	920,000.00	4.000%	2-15-22	18,400.00	8-15-22	0	938,400.00
	\$ 5,813,413.30			\$ 655,500.00		\$ 580,000.00	\$ 7,048,913.30

Interest Rate: 2.000% - 4.000%

Amount Issued: \$5,848,413.30

Amount Outstanding: \$5,813,413.30

Term (Years): 12 years

Paying Agent: The Bank of New York

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

CITY OF CLEBURNE

\$2,655,000.00

General Obligation Refunding Bonds

Series 2011

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	185,000.00	2.000%	2-15-13	32,025.00	8-15-13	30,175.00	247,200.00
2-15-14	180,000.00	2.000%	2-15-14	30,175.00	8-15-14	28,375.00	238,550.00
2-15-15	190,000.00	2.000%	2-15-15	28,375.00	8-15-15	26,475.00	244,850.00
2-15-16	195,000.00	2.000%	2-15-16	26,475.00	8-15-16	24,525.00	246,000.00
2-15-17	200,000.00	2.000%	2-15-17	24,525.00	8-15-17	22,525.00	247,050.00
2-15-18	195,000.00	2.000%	2-15-18	22,525.00	8-15-18	20,575.00	238,100.00
2-15-19	-	0.000%	2-15-19	20,575.00	2-15-19	20,575.00	41,150.00
2-15-20	280,000.00	2.000%	2-15-20	20,575.00	2-15-20	17,775.00	318,350.00
2-15-21	280,000.00	3.000%	2-15-21	17,775.00	2-15-21	13,575.00	311,350.00
2-15-22	295,000.00	3.000%	2-15-22	13,575.00	2-15-22	9,150.00	317,725.00
2-15-23	300,000.00	3.000%	2-15-23	9,150.00	2-15-23	4,650.00	313,800.00
2-15-24	310,000.00	3.000%	2-15-24	4,650.00			314,650.00
	\$ 2,610,000.00			\$ 250,400.00		\$ 218,375.00	\$ 3,078,775.00

Interest Rate: 2.000% - 3.000%

Amount Issued: \$2,655,000.00

Amount Outstanding: \$2,610,000.00

Term (Years): 13 years

Paying Agent: The Bank of New York

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

CITY OF CLEBURNE

\$16,280,000

4B Sales Tax Revenue Refunding and Improvement Bonds, Series 2007 Self-Supported Debt

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	505,000.00	4.00%	2-15-13	338,771.25	8-15-13	328,671.25	1,172,442.50
2-15-14	530,000.00	4.00%	2-15-14	328,671.25	8-15-14	318,071.25	1,176,742.50
2-15-15	555,000.00	4.00%	2-15-15	318,071.25	8-15-15	306,971.25	1,180,042.50
2-15-16	580,000.00	4.00%	2-15-16	306,971.25	8-15-16	295,371.25	1,182,342.50
2-15-17	605,000.00	4.00%	2-15-17	295,371.25	8-15-17	283,271.25	1,183,642.50
2-15-18	630,000.00	4.00%	2-15-18	283,271.25	8-15-18	270,671.25	1,183,942.50
2-15-19	655,000.00	4.10%	2-15-19	270,671.25	8-15-19	257,243.75	1,182,915.00
2-15-20	685,000.00	4.30%	2-15-20	257,243.75	8-15-20	242,516.25	1,184,760.00
2-15-21	715,000.00	4.30%	2-15-21	242,516.25	8-15-21	227,143.75	1,184,660.00
2-15-22	745,000.00	4.38%	2-15-22	227,143.75	8-15-22	210,846.88	1,182,990.63
2-15-23	775,000.00	4.38%	2-15-23	210,846.88	8-15-23	193,893.75	1,179,740.63
2-15-24	810,000.00	4.38%	2-15-24	193,893.75	8-15-24	176,175.00	1,180,068.75
2-15-25	845,000.00	4.50%	2-15-25	176,175.00	8-15-25	157,162.50	1,178,337.50
2-15-26	880,000.00	4.50%	2-15-26	157,162.50	8-15-26	137,362.50	1,174,525.00
2-15-27	920,000.00	4.50%	2-15-27	137,362.50	8-15-27	116,662.50	1,174,025.00
2-15-28	945,000.00	4.50%	2-15-28	116,662.50	8-15-28	95,400.00	1,157,062.50
2-15-29	990,000.00	4.50%	2-15-29	95,400.00	8-15-29	73,125.00	1,158,525.00
2-15-30	1,035,000.00	4.50%	2-15-30	73,125.00	8-15-30	49,837.50	1,157,962.50
2-15-31	1,085,000.00	4.50%	2-15-31	49,837.50	8-15-31	25,425.00	1,160,262.50
2-15-32	1,130,000.00	4.50%	2-15-32	25,425.00	8-15-32		1,155,425.00
	\$ 15,620,000.00			\$ 4,104,593.13		\$ 3,765,821.88	\$ 23,490,415.01

Interest Rate: 4.00% - 4.50%

Amount Issued: \$16,280,000.00

Amount Outstanding: \$15,620,000.00

Term (Years): 25 years

Paying Agent: The Bank of New York Trust Company of Florida, N.A.
(formerly U. S. Trust Company of Texas)

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

CITY OF CLEBURNE

\$1,720,000

Police & Municipal Court
 Improvement Bonds, Series 2010
 Self-Supported Debt

PRINCIPAL			INTEREST		TOTAL
Date	Amount	Rate	Date	Amount	
2-15-13	870,000.00	2.208%	2012-2013	8,004.00	878,004.00
	\$ 870,000.00			\$ 8,004.00	\$ 878,004.00

Interest Rate: 2.208%

Amount Issued: \$1,720,000.00

Amount Outstanding: \$870,000.00

Term (Years): 2 Years, 7 Months

Paying Agent: The Bank of New York Trust Company

Pay Date: Principal 2/15/12 & 2/15/13
 Interest Monthly on the 15th

Special Revenue Funds

Housing Fund

Hotel/Motel Fund

Transit System Fund

4B Sales Tax Fund

All Other Special Revenue Funds

SPECIAL REVENUE FUND

Housing and Urban Development Fund

Fund 06

Summary of Receipts & Expenditures

2012-2013

A grant fund using grant and local revenue for Housing and Urban Development (HUD) program expenditures. The Section 8 Housing Agency is a federally funded program designed to assist the elderly, handicapped and families of very low income to obtain reasonable living quarters that are safe, decent and sanitary. Applications are taken and applicants are placed on a waiting list in order of date, time and federal preference. Funds are expended the first of every month directly to the landlord. In some cases, the complete rental amount is paid by the HUD office, along with a portion of the tenant's utilities.

	Proposed 2012-2013
Beginning Fund Balance	\$ 149,229
Revenues:	
Transfer from General Fund	20,000
Fines	946
Interest Income - HAP	800
Miscellaneous Income	
Port In - HAP (0614-6487)	30,000
Port In - Admin (0615-6501)	2,500
Grant Revenue - TX 495 - HAP (0614-6427)	1,447,933
Grant Revenue - TX 495 - Administrative (0614-6426)	191,385
Total Revenue	1,693,564
TOTAL FUNDS AVAILABLE	1,842,793
Expenditures:	
Administrative Expenditures (0668-SEE DETAIL)	201,706
HAP Expenditures (0668-SEE DETAIL)	1,473,800
TOTAL EXPENDITURES	1,675,506
Ending Fund Balance	\$ 167,287

HOUSING SUMMARY

DEPARTMENT
Housing

0668

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

HUD funding for 2012 brought a deep cut in administrative fees earned by housing agencies, thus reducing funds provided for business operation. The final appropriations act reduced administrative fees 75 percent and later amended them to 80 percent. There is growing concern that reductions in administrative funding will make it more difficult to administer the program effectively and continue to assist the same amount of families. Administrative funding covers the cost of processing new applicants, determining eligibility and verifications, inspecting housing units, conducting investigations, and other activities that are essential to the program.

INDICATORS

	Actual 2010-2011	Estimate 2011-2012	Budgeted 2012-2013
Average participating families	258	280	295
Terminated participants annually	64	50	30
Inspections conducted annually	441	480	450
Monthly recertification's conducted	22	25	30
Briefings conducted annually	9	12	12
Hearings conducted annually	11	12	10

Average number of families assisted 2012	284
Average number of male head of household	69
Average number of female head of household	215

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Housing Manager	25	1	1	1
Case Worker	13	2	2	1
TOTAL		3	3	2
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	121,371	121,803	123,350	95,061
BENEFITS	51,616	51,753	49,900	41,110
SUPPLIES & MATERIALS	8,326	8,855	8,135	8,600
M&R - EQUIPMENT & VEHICLES	4,231	4,950	4,200	4,250
CONTRACTURAL & MISC SERVICES	1,390,803	1,650,301	1,525,426	1,526,485
TOTAL 06-68	\$ 1,576,347	\$ 1,837,662	\$ 1,711,011	\$ 1,675,506

ACCOUNT	2011	2012	2013	
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	121,346	121,453	123,000	94,711
8130 OVERTIME	-	350	350	350
8190 NON-CASH BENEFITS	25	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	7,446	7,552	7,500	5,894
8220 MEDICARE CONTRIBUTIONS	1,741	1,766	1,800	1,378
8230 RETIREMENT CONTRIBUTIONS	20,536	24,431	22,400	18,038
8240 HEALTH/LIFE INSURANCE	21,773	17,804	18,000	15,600
8250 WORKERS COMPENSATION	120	200	200	200
8301 OFFICE SUPPLIES	4,316	3,900	3,700	4,675
8308 BOOKS & SUBSCRIPTIONS	1,003	1,020	1,000	1,000
8336 FUEL & LUBRICANTS	240	350	385	350
8364 MINOR EQUIPMENT	394	500	750	-
8382 UTILITY - ELECTRICAL FEES	2,305	2,750	2,000	2,400
8399 OTHER SUPPLIES	68	335	300	175
8557 M&R - VEHICLES	260	500	250	250
8559 M&R - OFFICE EQUIPMENT	460	800	500	400
8577 M&R - SOFTWARE	2,073	2,200	2,000	2,150
8599 M&R - OTHER EQUIPMENT	1,438	1,450	1,450	1,450
8601 ADMINISTRATIVE FEES	2,210	4,000	3,000	4,200
8615 AUDITS	6,940	5,050	7,750	7,750
8636 COMMUNICATIONS	858	900	800	800
8643 DUES	238	395	110	430
8657 INSURANCE	607	850	615	750
8660 POSTAGE	2,785	2,500	2,750	2,500
8662 PRINTING	-	-	55	55
8664 PROFESSIONAL SERVICES	1,817	3,625	3,200	4,500
8670 VEHICLE USE FEE	3,600	3,600	3,600	3,600
8676 RENTAL OF PROPERTY (HUD)	1,353,676	1,600,000	1,410,000	1,410,000
8677 RENTAL OF PROPERTY-PORTABLE	(7,226)	-	41,000	37,800
8678 PORT IN - HAP	-	-	26,000	26,000
8679 RENTAL OF PROPERTY-OTHER	24,000	24,000	24,000	24,000
8684 TRAINING	345	2,000	1,500	2,000
8690 TRAVEL EXPENSES	549	2,830	1,046	2,100
8699 OTHER MISCELLANEOUS SERVICES	404	551	-	-
TOTAL 06-68	\$ 1,576,347	\$ 1,837,662	\$ 1,711,011	\$ 1,675,506

SPECIAL REVENUE FUND

Hotel Occupancy Tax Fund

Fund 07

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 140,192
Revenues:	
Hotel/Motel Tax Revenue (0711-6150)	268,000
Interest Revenue (0717-6735)	200
TOTAL FUNDS AVAILABLE	408,392
Expenditures:	
City Promotion Items (0769-8399)	55,250
Chamber of Commerce (0769-8699)	210,568
(78.57 % or 5 1/2 Cents of the 7 Cent Total Tax)	
TOTAL EXPENDITURES	265,818
Ending Fund Balance	\$ 142,575

City Promotion Items: (8399)

Chamber of Commerce (Whistlestop Promotion)	\$ 12,500
Whistlestop Christmas (Decorations)	4,000
Promotion Items	5,000
Advertising for City Events and Programs	20,000
Antique Alley	500
Community Matters	1,550
Popular Reporting Printing	6,700
Johnson County Sheriff's Posse Rodeo Advertising	5,000
	\$ 55,250

SPECIAL REVENUE FUND

Transportation Fund

Fund 08

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 313,063
Revenues:	
Grant Revenue (Federal-5310 Grant) (0814-6431)	425,371
Grant Revenue (Federal-5307 Grant) (0814-6432)	15,000
Grant Revenue (Federal-5311 Grant) (0814-6436)	302,983
Grant Revenue (State-5311 Grant) (0814-6474)	283,401
Grant Revenue (Area Agency on Aging) (0814-6495)	15,787
Fares (0815-6570)	96,400
Other Services (0815-6599)	246,274
County & City Contributions (0818-68XX)	97,808
General Fund Subsidy (Transfer) (0821-7101)	60,000
Performance Contract Savings	1,126
Transfer to Performance Capital Fund (0822-7255)	(1,126)
Sale of Assets (0826-7610)	
TOTAL FUNDS AVAILABLE	1,856,087
Expenditures:	
County (0858-SEE DETAIL)	341,547
City (0859-SEE DETAIL)	728,594
Urbanized (0860-SEE DETAIL)	501,008
TOTAL EXPENDITURES	1,571,149
Ending Fund Balance	\$ 284,938

COUNTY TRANSIT SUMMARY

DEPARTMENT
County Transit

0858

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

City/County Transportation provides a demand response transportation program to the elderly, disabled and general public residents of Johnson County. Service is offered Monday-Friday from 6:00 am – 6:00 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 each city limits and \$3.00 per every 5 miles when traveling outside the city limits. Reduced passes are available to students under the age of 18, seniors 60 years of age and older, and to the disabled with a note from the doctor. Please call 817-641-1800 for additional information or to schedule a ride.

GOALS & OBJECTIVES

1. To maintain our response time (on-time performance) at 92% or greater.
2. Provide safe, efficient and reliable transportation.
3. Keep the cost/trip below \$35.00

BUDGET HIGHLIGHTS & CHALLENGES

This year will be the first full year City/County Transportation will provide Medicaid service. Providing Medicaid transportation will bring in additional revenue for the department and allow the department to expand service by adding additional vehicles. The results of 2010 census have increased the urbanized area by 21 square miles; therefore the county ridership will increase at a slower rate due to the non-urbanized service area decreasing.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Number of one-way trips	9,308	10,860	11,500
Cost per trip	\$33.58	\$29.24	\$33.57
On-time performance	91%	93%	94%

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Transportation Manager	23	1	1	1
TOTAL		1	1	1
Part Time		8	8	8

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	172,108	147,356	182,700	177,783
BENEFITS	59,205	54,556	64,700	64,574
SUPPLIES & MATERIALS	47,726	47,919	56,145	68,525
M&R - LAND, STRUCTURES & STREETS	644	500	900	600
M&R - EQUIPMENT & VEHICLES	14,739	7,500	9,500	11,500
CONTRACTURAL & MISC SERVICES	18,141	18,950	18,600	18,565
TOTAL 08-58	\$ 312,563	\$ 276,781	\$ 332,545	\$ 341,547

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	171,248	146,356	181,000	176,783
8130 OVERTIME	860	1,000	1,700	1,000
8210 SOCIAL SECURITY CONTRIBUTIONS	10,455	9,136	11,200	11,023
8220 MEDICARE CONTRIBUTIONS	2,445	2,137	2,700	2,578
8230 RETIREMENT CONTRIBUTIONS	29,152	29,556	33,500	33,734
8240 HEALTH/LIFE INSURANCE	14,897	13,727	13,600	17,239
8250 WORKERS COMPENSATION	2,256	-	3,700	-
8301 OFFICE SUPPLIES	51	-	20	125
8322 CLOTHING	1,370	1,550	1,800	2,000
8336 FUEL & LUBRICANTS	44,987	45,100	53,000	65,000
8382 UTILITY - ELECTRICAL FEES	1,125	1,069	1,200	1,200
8399 OTHER SUPPLIES	193	200	125	200
8419 M&R - STRUCTURES	644	500	900	600
8557 M&R - VEHICLES	11,977	4,500	7,000	9,000
8599 M&R - OTHER EQUIPMENT	2,762	3,000	2,500	2,500
8608 ADVERTISING	529	-	-	-
8615 AUDITS	750	750	750	750
8636 COMMUNICATIONS	4,202	3,760	3,650	3,650
8643 DUES	519	-	-	540
8657 INSURANCE	10,130	13,000	11,000	11,000
8660 POSTAGE	18	15	150	200
8662 PRINTING	105	100	100	200
8664 PROFESSIONAL SERVICES	1,049	675	1,750	1,225
8684 TRAINING	-	-	200	-
8690 TRAVEL EXPENSES	828	650	1,000	1,000
8699 OTHER MISCELLANEOUS SERVICES	11	-	-	-
TOTAL 08-58	\$ 312,563	\$ 276,781	\$ 332,545	\$ 341,547

CITY TRANSIT SUMMARY

DEPARTMENT
City Transit

0859

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

This year will be the first full year City/County Transportation will provide Medicaid service. Providing Medicaid transportation will bring in additional revenue for the department and allow the department to expand service by adding additional vehicles.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Number of one-way trips	20,549	23,000	26,000
Cost per trip	\$26.67	\$23.40	\$27.78
On-time performance	94%	95%	96%

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Transportation Supervisor	14	1	1	0
Mechanic	16	1	1	1
Clerk	11	1	1	1
Bus Driver	10	6	6	7
TOTAL		9	9	9
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	260,887	290,514	259,400	285,609
BENEFITS	144,670	146,690	140,800	148,583
SUPPLIES & MATERIALS	92,775	94,309	96,000	106,550
M&R - LAND, STRUCTURES & STREETS	16,098	2,000	2,500	1,200
M&R - EQUIPMENT & VEHICLES	11,028	10,300	12,500	15,000
CONTRACTURAL & MISC SERVICES	22,590	22,860	21,407	21,990
CAPITAL OUTLAY - LAND & STRUCTURES	15,877	-	4,913	-
CAPITAL OUTLAY - EQUIPMENT	12,460	-	-	149,661
TOTAL 08-59	\$ 576,385	\$ 566,673	\$ 537,520	\$ 728,593

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	260,231	283,514	258,000	278,609
8130 OVERTIME	656	7,000	1,400	7,000
8210 SOCIAL SECURITY CONTRIBUTIONS	15,568	18,012	15,500	17,708
8220 MEDICARE CONTRIBUTIONS	3,641	4,212	3,700	4,141
8230 RETIREMENT CONTRIBUTIONS	44,107	58,270	47,200	54,194
8240 HEALTH/LIFE INSURANCE	76,755	66,196	66,900	72,540
8250 WORKERS COMPENSATION	4,599	-	7,500	-
8301 OFFICE SUPPLIES	2,545	600	600	250
8322 CLOTHING	2,040	1,750	3,000	3,000
8336 FUEL & LUBRICANTS	76,765	80,150	79,500	90,000
8364 MINOR EQUIPMENT	(1,711)	-	-	-
8382 UTILITY - ELECTRICAL FEES	8,156	10,172	7,600	8,300
8388 UTILITY - WATER & SEWER FEES	3,524	1,281	4,800	4,800
8399 OTHER SUPPLIES	1,456	356	500	200
8419 M&R - STRUCTURES	16,098	2,000	2,500	1,200
8557 M&R - VEHICLES	8,577	7,500	10,500	13,000
8559 M&R - OFFICE EQUIPMENT	2,451	2,800	2,000	2,000
8608 ADVERTISING	625	-	-	-
8615 AUDITS	750	750	750	750
8636 COMMUNICATIONS	9,081	8,425	8,100	7,900
8643 DUES	519	-	-	540
8657 INSURANCE	10,089	13,000	11,400	11,700
8660 POSTAGE	58	35	170	200
8662 PRINTING	101	200	300	200
8664 PROFESSIONAL SERVICES	806	450	387	700
8684 TRAINING	-	-	200	-
8690 TRAVEL EXPENSES	561	-	100	-
8820 CAPITAL - STRUCTURES	15,877	-	4,913	-
8930 CAPITAL - EQUIPMENT	12,460	-	-	149,661
TOTAL 08-59	\$ 576,385	\$ 566,673	\$ 537,520	\$ 728,593

URBAN TRANSIT SUMMARY

DEPARTMENT
Urban Transit

0860

DIVISION
Public Services-Community

DESCRIPTION OF SERVICES

City/County Transportation provides a demand response transportation program to the elderly, disabled and general public residents of the urbanized portion of Johnson County. Service is offered Monday-Friday from 6:00 am – 6:00 pm. Reservations may be scheduled up to seven days in advance; however same day reservations are accepted if space is available. Fares are \$3.00 for a one-way trip within the city limits of Cleburne. Reduced passes are available to students under the age of 18, seniors 60 years of age and older, and to the disabled with a note from the doctor. Please call 817-641-1800 for additional information or to schedule a ride.

GOALS & OBJECTIVES

1. To maintain our response time (on-time performance) at 92% or greater.
2. Provide safe, efficient and reliable transportation.

BUDGET HIGHLIGHTS & CHALLENGES

This year will be the first full year City/County Transportation will provide Medicaid service. Providing Medicaid transportation will bring in additional revenue for the department and allow the department to expand service by adding additional vehicles. The results of 2010 census have increased the urbanized area by 21 square miles; therefore the urbanized ridership will also increase.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Number of one-way trips	6,699	7,100	11,000
Cost per trip	\$26.67	\$24.58	\$29.56
On-time performance	95%	95%	94%

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Supervisor	14	0	0	1
Dispatcher	11	0	0	1
Driver	10	1	1	2
TOTAL		1	1	4
Part Time		4	4	4

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	82,587	85,049	81,600	196,020
BENEFITS	36,634	36,927	34,800	90,744
SUPPLIES & MATERIALS	37,237	39,650	43,900	60,050
M&R - EQUIPMENT & VEHICLES	10,719	4,000	6,500	8,000
CONTRACTURAL & MISC SERVICES	11,445	51,450	55,641	32,290
CAPITAL OUTLAY - EQUIPMENT	205,186	-	-	113,904
TOTAL 08-60	\$ 383,808	\$ 217,076	\$ 222,441	\$ 501,008

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	82,374	83,549	81,000	194,520
8130 OVERTIME	213	1,500	600	1,500
8210 SOCIAL SECURITY CONTRIBUTIONS	4,912	5,273	4,800	12,153
8220 MEDICARE CONTRIBUTIONS	1,149	1,233	1,200	2,842
8230 RETIREMENT CONTRIBUTIONS	13,978	17,059	14,700	37,195
8240 HEALTH/LIFE INSURANCE	14,815	13,362	13,200	38,554
8250 WORKERS COMPENSATION	1,780	-	900	-
8301 OFFICE SUPPLIES	-	-	-	250
8322 CLOTHING	1,006	1,200	1,400	1,600
8336 FUEL & LUBRICANTS	35,202	38,450	42,500	58,000
8364 MINOR EQUIPMENT	1,028	-	-	-
8399 OTHER SUPPLIES	1	-	-	200
8557 M&R - VEHICLES	10,719	4,000	6,500	8,000
8608 ADVERTISING	529	-	-	-
8615 AUDITS	750	750	750	750
8636 COMMUNICATIONS	2,856	2,800	2,742	2,800
8643 DUES	-	-	-	540
8657 INSURANCE	6,164	7,500	6,630	7,000
8662 PRINTING	163	-	-	200
8664 PROFESSIONAL SERVICES	464	40,400	40,300	21,000
8684 TRAINING	-	-	200	-
8699 OTHER MISCELLANEOUS SERVICES	519	-	5,019	-
8950 CAPITAL - VEHICLES	205,186	-	-	113,904
TOTAL 08-60	\$ 383,808	\$ 217,076	\$ 222,441	\$ 501,008

SPECIAL REVENUE FUND

4B Sales Tax

Fund 09

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 2,490,760
Revenues:	
Taxes, Sales and Use (0911-6110)	2,872,606
Interest Earnings (0917-6735)	1,000
TOTAL FUNDS AVAILABLE	5,364,366
Expenditures:	
Supplies (0939-8399)	5,000
Administrative Cost Allocation (0939-8601)	215,000
Contractual & Miscellaneous (0939-8699)	5,000
Railroad Museum Architecture, Engineer & Construction	1,250,000
Operating Contingency	250,000
Sales Tax Reserve	491,752
Debt Service Transfer (0922-7201, 7202)	1,172,443
**Operation Cost Transfer to General Fund (0922-7201)	1,365,886
TOTAL EXPENDITURES	4,755,081
Ending Fund Balance	\$ 609,285

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

SPECIAL REVENUE FUND

Law Enforcement Officer Standards

Fund 10

Summary of Receipts & Expenditures

2012-2013

The Law Enforcement Officer Standards and Education (L.E.O.S.E.) Fund is used as necessary for continuing education and training, as determined by the agency head, for full time law enforcement support personnel.

	Proposed 2012-2013
Beginning Fund Balance	\$ 14,242
Revenues:	
Police L.E.O.S.E. Funding (1014-6451)	
Fire L.E.O.S.E. Funding (1014-6451)	
Interest Income (1017-6735)	25
TOTAL FUNDS AVAILABLE	14,267
Expenditures:	
Police Services or Supplies (1041-8XXX)	8,000
Fire Services or Supplies (1047-8XXX)	1,000
TOTAL EXPENDITURES	9,000
Ending Fund Balance	\$ 5,267

SPECIAL REVENUE FUND

T.I.F. - District #1

Fund 11

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 802,929
Revenues:	
Interest Income (1117-6735)	1,000
Taxes, Ad Valorem - Current City (1121-7101)	83,000
Taxes, Ad Valorem - Current County (1119-6999)	33,000
TOTAL REVENUE	117,000
Expenditures:	
Transfer to Fund 02 - Smithfield Bio (1122-7202)	18,000
Supplies (1139-8399)	100
Services (1139-8699)	8,500
TOTAL EXPENDITURES	26,600
Ending Fund Balance	\$ 893,329

T.I.F. - District #2

Fund 12

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 434,236
Revenues:	
Interest Income (1217-6735)	500
Taxes, Ad Valorem - Current City (1221-7101)	114,000
Taxes, Ad Valorem - Current County (1219-6999)	45,000
TOTAL REVENUE	159,500
Expenditures:	
Supplies (1239-8399)	100
Services (1239-8699)	2,000
Grant Match - Downtown Master Plan (1273-8699)	15,000
Downtown Rehabilitation - Central Core 50% (1273-8699)	79,750
Downtown Rehabilitation - Surrounding Area 25% (1273-8699)	39,875
TOTAL EXPENDITURES	136,725
Ending Fund Balance	\$ 457,011

SPECIAL REVENUE FUND

T.I.F. - District #3

Fund 13

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 55,802
Revenues:	
Taxes, Ad Valorem - Current City (1321-7101)	4,000
Taxes, Ad Valorem - Current County (1319-6999)	1,600
Interest Income (1317-6735)	100
TOTAL FUNDS AVAILABLE	61,502
Expenditures:	
Supplies (1339-8399)	1,000
Services (1339-86XX)	25,000
TOTAL EXPENDITURES	26,000
Ending Fund Balance	\$ 35,502

SPECIAL REVENUE FUND

Emergency Management

Fund 14

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 39,267
Revenues:	
TU Electric Contract Revenue (1415-6599)	21,750
Interest Income (1417-6735)	50
TOTAL FUNDS AVAILABLE	61,067
Expenditures:	
Supplies and Materials (1449-83XX)	5,215
M&R - Equipment & Vehicles (1449-85XX)	9,750
Contractual & Miscellaneous Services (1449-86XX)	6,465
Contractual Services - Code Red (1449-86XX)	23,000
TOTAL EXPENDITURES	44,430
Ending Fund Balance	\$ 16,637

Certificate of Franchise

Fund 15

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 73,345
Revenues:	
Franchise Tax - Cable (1511-6122)	35,000
Interest Income (1517-6735)	100
TOTAL FUNDS AVAILABLE	108,445
Expenditures:	
Equipment (1538-8XXX)	100,000
TOTAL EXPENDITURES	100,000
Ending Fund Balance	\$ 8,445

SPECIAL REVENUE FUND

Mineral Leases and Royalties

Fund 21

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	1,509,116
Revenues:	
Interest Income (2117-6735)	3,000
Rent Revenue	-
Mineral Leases and Royalties (2119-6950)	120,000
TOTAL FUNDS AVAILABLE	1,632,116
Street Projects 407 Main Street Feasibility Study	
Transfers:	
Transfer to General Fund (2122-7201)	-
Transfer to General Capital Fund (2122-7253)	350,000
Transfer to 02 Principal Payment (2122-7202)	870,000
Transfer to 02 Interest Payment (2122-7202)	8,004
Reserve Fund 21	400,000
TOTAL EXPENDITURES	1,628,004
Ending Fund Balance	4,112

SPECIAL REVENUE FUND

Disposal Well

Fund 22

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 2,060,488
Revenues:	
Disposal Well Royalties (2215-6585)	330,000
Interest Income (2217-6735)	2,500
TOTAL FUNDS AVAILABLE	2,392,988
Expenditures:	
Supplies (2296-8399)	25,000
Services (2296-8669)	75,000
Reserve For Drainage Projects (2296-8830)	2,290,000
TOTAL EXPENDITURES	2,390,000
Ending Fund Balance	\$ 2,988

SPECIAL REVENUE FUND

Gas Well Administration

Fund 23

Summary of Receipts & Disbursements

2012-2013

	PROPOSED 2012-2013
Beginning Fund Balance	\$ 141,789
Receipts:	
Gas Well Inspections	745,000
Interest Income	500
Total Receipts:	745,500
TOTAL FUNDS AVAILABLE	887,289
Expenditures:	
Salaries	294,442
Benefits	128,454
Supplies	21,250
Maintenance - Equipment	7,300
Services	28,490
Capital Land, Structures & Equipment	50,000
Total Expenditures:	529,936
Other (Sources) Uses of Funds:	
Transfer to General Fund	70,000
Reserve for Infrastructure Repair	250,000
Total (In)/Out:	320,000
TOTAL USES OF FUNDS	849,936
Ending Fund Balance	\$ 37,353

GAS WELL ADMINISTRATION SUMMARY

DEPARTMENT
Gas Well Administration

2377

DIVISION
Public Works

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

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

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Number of permits	0	276	280
Number of permits inspected	0	276	280
Number of citizen concerns received and responded	0	20	30
Number of gas well meetings	0	13	25

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Engineer	26	0	1	1
Environmental Coordinator	25	0	1	1
Records Coordinator	14	0	1	1
Technician-Engineering	18	0	1	1
Clerk	11	0	1	1
TOTAL		0	5	5
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	-	224,326.00	194,000.00	294,442.00
BENEFITS	-	104,230.00	73,200.00	128,453.00
SUPPLIES & MATERIALS	-	49,000.00	13,300.00	21,250.00
M&R - EQUIPMENT & VEHICLES	-	1,500.00	-	6,800.00
CONTRACTURAL & MISC SERVICES	-	30,040.00	12,000.00	28,990.00
CAPITAL OUTLAY - EQUIPMENT	-	55,000.00	55,000.00	-
TOTAL 23-77	\$ -	\$ 464,096.00	\$ 347,500.00	\$ 479,935.00

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	-	224,326.00	194,000.00	294,442.00
8210 SOCIAL SECURITY CONTRIBUTIONS	-	13,908.00	11,700.00	18,255.00
8220 MEDICARE CONTRIBUTIONS	-	3,253.00	2,800.00	4,269.00
8230 RETIREMENT CONTRIBUTIONS	-	44,994.00	36,000.00	55,870.00
8240 HEALTH/LIFE INSURANCE	-	42,075.00	22,700.00	50,059.00
8301 OFFICE SUPPLIES	-	1,000.00	2,200.00	2,500.00
8322 CLOTHING	-	500.00	100.00	250.00
8336 FUEL & LUBRICANTS	-	2,000.00	-	2,500.00
8364 MINOR EQUIPMENT	-	11,000.00	11,000.00	-
8399 OTHER SUPPLIES	-	34,500.00	-	16,000.00
8577 M&R - SOFTWARE	-	-	-	6,800.00
8599 M&R - OTHER EQUIPMENT	-	1,500.00	-	500.00
8615 AUDITS	-	1,500.00	-	1,500.00
8636 COMMUNICATIONS	-	5,000.00	4,200.00	5,000.00
8643 DUES	-	540.00	-	540.00
8657 INSURANCE	-	5,000.00	-	5,000.00
8660 POSTAGE	-	1,000.00	-	150.00
8662 PRINTING	-	1,000.00	-	100.00
8664 PROFESSIONAL SERVICES	-	5,000.00	7,800.00	10,000.00
8684 TRAINING	-	2,000.00	-	2,300.00
8690 TRAVEL EXPENSES	-	9,000.00	-	3,900.00
8950 CAPITAL - VEHICLES	-	55,000.00	55,000.00	-
8950 CAPITAL - OTHER EQUIPMENT	-	-	-	50,000.00
TOTAL 23-77	\$ -	\$ 464,096.00	\$ 347,500.00	\$ 529,935.00

SPECIAL REVENUE FUND

Development Fee

Fund 27

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 37,503
Revenues:	
Community Development Fees (2% to 3% Fee) (2713-6311)	5,000
Interest Income (2717-6735)	50
TOTAL FUNDS AVAILABLE	42,553
Expenditures:	
Development Expenditures (2771-8664)	20,000
TOTAL EXPENDITURES	20,000
Ending Fund Balance	\$ 22,553

SPECIAL REVENUE FUND

Miscellaneous Grant Fund

Fund 39

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 0
Revenues:	
Parks & Wildlife Grant (3914-6499)	179,942
Parks & Wildlife Grant Match (3921-7101)	50,000
Animal Friendly Grant (3914-6499)	20,000
Solid Waste Implementation Grant (3914-6499)	69,150
Solid Waste Implementation Grant Match (3921-7101)	7,600
Bullet Proof Vest Grant (3914-6499)	1,804
Bullet Proof Vest Grant Match (3921-7101)	1,804
Department of Justice Grant (3914-6499)	14,000
TOTAL FUNDS AVAILABLE	344,300
Expenditures:	
Parks - Nature Trail (3953-8880)	229,942
Bullet Proof Vests (3941-8322)	3,608
Professional Services (3943-8664)	20,000
Recycling Stations (3991-8990)	76,750
Equipment (3941-8364)	14,000
TOTAL EXPENDITURES	344,300
Ending Fund Balance	\$ 0

CDBG Grant Fund

Fund 40

Summary of Receipts & Expenditures

2012-2013

This fund is for a Community Development Block Grant from Texas Department of Agriculture. These funds are used for the purposes so designated by the grant.

	Proposed 2012-2013
Beginning Fund Balance	\$ 0
Revenues:	
Grant Revenue (4014-6491)	222,000
Transfer from General Fund - Grant Match (4021-7101)	45,000
TOTAL FUNDS AVAILABLE	267,000
Expenditures:	
Sewer Capital Improvements (4096-88XX)	267,000
TOTAL EXPENDITURES	267,000
Ending Fund Balance	\$ 0

SPECIAL REVENUE FUND

Court Technology Fund Fund 41

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 86,508
Revenues:	
Fines (4116-6611)	20,000
Interest Income (4117-6735)	100
TOTAL FUNDS AVAILABLE	106,608
Expenditures:	
Court Technology Supplies (4137-8399)	7,000
Court Technology Services (4137-8699)	5,000
TOTAL EXPENDITURES	12,000
Ending Fund Balance	\$ 94,608

Court Fine Fee Fund Fund 42

Summary of Receipts & Expenditures 2012-2013

This fund is derived from one-half of a \$25 fee charged when paying court-related costs. 1/5 of the City's share of the fees shall be used to improve the efficiency of the administration of justice and the balance will be deposited into the general fund.

	Proposed 2012-2013
Beginning Fund Balance	\$ 29,187
Revenues:	
Fines (4216-6611)	2,500
Interest Income (4217-6735)	50
TOTAL FUNDS AVAILABLE	31,737
Expenditures:	
Miscellaneous Court Supplies (4237-8399)	3,000
TOTAL EXPENDITURES	3,000
Ending Fund Balance	\$ 28,737

SPECIAL REVENUE FUND

Public Safety Fund
Fund 43
Summary of Receipts & Expenditures
2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 0
Revenues:	
Interest Income	
Contribution - Emergency Services District	6,500
Contribution - Johnson County	6,500
Transfer - General Fund (4301-7101)	6,500
TOTAL FUNDS AVAILABLE	19,500
Expenditures:	
Miscellaneous Supplies (4347-8399)	5,000
M&R - Other Systems (4347-8499)	2,500
M&R - Other Equipment (4347-8599)	2,000
Miscellaneous Services (4347-86XX)	10,000
TOTAL EXPENDITURES	19,500
Ending Fund Balance	\$ 0

Child Safety Fund 45

Summary of Receipts & Expenditures
2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 5,621
Revenues:	
Fines (4516-6611)	2,800
Interest Income (4517-6735)	10
TOTAL FUNDS AVAILABLE	8,431
Expenditures:	
Child Safety Expenditures (Vests, Signs, Lights) (4541-8XXX)	5,000
TOTAL EXPENDITURES	5,000
Ending Fund Balance	\$ 3,431

SPECIAL REVENUE FUND

Court Security Fund

Fund 46

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 9,541
Revenues:	
Court Fines (4616-6611)	16,000
Interest Income (4617-6735)	25
TOTAL FUNDS AVAILABLE	25,566
Expenditures:	
Court Security Officer * (4622-7201)	21,000
TOTAL EXPENDITURES	21,000
Ending Fund Balance	\$ 4,566

* General Fund charges Court Security for providing police security

Abandoned Vehicle Fund

Fund 47

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 19,801
Revenues:	
Impound Fees (4716-6601)	500
Auction Fees (4716-6699)	2,500
Interest Income (4717-6735)	50
TOTAL FUNDS AVAILABLE	22,851
Expenditures:	
Administrative Supplies (4741-8399)	1,000
TOTAL EXPENDITURES	1,000
Ending Fund Balance	\$ 21,851

SPECIAL REVENUE FUND

Police Forfeiture Fund

Fund 48

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 3,591
Revenues:	
Forfeitures (4816-6663)	2,000
Interest Income (4817-6735)	5
TOTAL FUNDS AVAILABLE	5,596
Expenditures:	
Miscellaneous Supplies (4841-8399)	1,000
TOTAL EXPENDITURES	1,000
Ending Fund Balance	\$ 4,596

Fire Protection Fund

Fund 49

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 37,024
Revenues:	
Interest Income (4917-6735)	50
TOTAL FUNDS AVAILABLE	37,074
Expenditures:	
Other Supplies (4947-8399)	15,000
TOTAL EXPENDITURES	15,000
Ending Fund Balance	\$ 22,074

SPECIAL REVENUE FUND

Brazos Electric Coop Inc

Fund 65

Summary of Receipts & Expenditures

2012-2013

This fund uses Brazos Electric Coop proceeds for covering the City's expense operating the reuse water line.

	Proposed 2012-2013
Beginning Fund Balance	\$ 150,911
Revenues:	
Interest Income (6517-6735)	
Brazos Electric Payments (6519-6999)	1,050,000
TOTAL FUNDS AVAILABLE	1,200,911
Operating Reuse Line Expenditures:	
Chemical Supplies (6583-8315)	140,000
Fuel & Lubricants (6583-8336)	1,500
Minor Equipment and Tools (6583-8364)	1,000
Utility - Electrical Fees (6583-8382)	75,000
Other Supplies & Materials (6583-8399)	2,000
M&R - Structures (6583-8419)	7,500
M&R - Instruments (6583-8539)	2,200
M&R - Machinery (6583-8545)	7,500
M&R - Office Equipment (6583-8559)	500
M&R - Radios (6583-8569)	500
Administrative Charge (6583-8601)	60,000
Professional Services (6583-8664)	5,000
Training (6583-8684)	300
Utilities - Water & Sewer (6584-8388)	747,000
TOTAL EXPENDITURES	1,050,000
Ending Fund Balance	\$ 150,911

SPECIAL REVENUE FUND

Museum Board Fund

Fund 81

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 28,516
Revenues:	
Interest Income (8117-6735)	30
Museum Store, Tours and Booth Sales (8115-6599)	6,000
Donations (8118-6820)	3,500
TOTAL FUNDS AVAILABLE	38,046
Expenditures:	
Miscellaneous Supplies (8165-8399)	1,000
Miscellaneous Services (8165-8699)	2,000
Cost of Sales - Museum Store (8165-8727)	4,500
Artifacts (8165-8920)	2,000
TOTAL EXPENDITURES	9,500
Ending Fund Balance	\$ 28,546

Museum Donations Fund

Fund 82

Summary of Receipts & Expenditures

2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 4,203
Revenues:	
Interest Income (8217-6735)	50
Donations (8218-6820)	5,000
TOTAL FUNDS AVAILABLE	9,253
Expenditures:	
Miscellaneous Supplies (8265-8399)	3,000
Miscellaneous Services (8265-8699)	1,000
Artifacts (8265-8920)	1,000
TOTAL EXPENDITURES	5,000
Ending Fund Balance	\$ 4,253

SPECIAL REVENUE FUND

Police Donation Fund

Fund 83

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 24,106
Revenues:	
Interest Income (8317-6735)	50
Donations (8318-6820)	2,000
TOTAL FUNDS AVAILABLE	26,156
Expenditures:	
Miscellaneous Supplies (8341-8399)	7,000
Miscellaneous Services (83XX-8699)	8,000
TOTAL EXPENDITURES	15,000
Ending Fund Balance	\$ 11,156

Parks Donation Fund

Fund 84

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 11,537
Revenues:	
Service Income (8415-6536)	1,000
Interest Income (8417-6735)	25
Donations (8418-682X)	500
TOTAL FUNDS AVAILABLE	13,062
Expenditures:	
Miscellaneous Supplies (84XX-8399)	500
Miscellaneous Services (84XX-8699)	2,500
TOTAL EXPENDITURES	3,000
Ending Fund Balance	\$ 10,062

SPECIAL REVENUE FUND

Library Board Fund
Fund 85
Summary of Receipts & Expenditures
2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 14,068
Revenues:	
Service Income (8515-6599)	1,500
Interest Income (8517-6735)	25
Donations (8518-6820)	500
TOTAL FUNDS AVAILABLE	16,093
Expenditures:	
Miscellaneous Supplies (8563-8399)	2,500
Miscellaneous Services (8563-8699)	500
TOTAL EXPENDITURES	3,000
Ending Fund Balance	\$ 13,093

Library Donation Fund
Fund 86
Summary of Receipts & Expenditures
2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 6,432
Revenues:	
Interest Income (8617-6735)	10
Donations (8618-6820)	1,500
TOTAL FUNDS AVAILABLE	7,942
Expenditures:	
Miscellaneous Supplies (8663-8399)	500
Miscellaneous Services (8663-8699)	500
Books (8663-8910)	2,000
TOTAL EXPENDITURES	3,000
Ending Fund Balance	\$ 4,942

SPECIAL REVENUE FUND

Public Works Donations

Fund 87

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 2,450
Revenues:	
Interest Income (8717-6735)	10
Donations (8718-6820)	2,000
TOTAL FUNDS AVAILABLE	4,460
Expenditures:	
Miscellaneous Supplies (8771-8399)	500
Miscellaneous Services (8771-8699)	500
TOTAL EXPENDITURES	1,000
Ending Fund Balance	\$ 3,460

Fire Donation Fund

Fund 88

Summary of Receipts & Expenditures 2012-2013

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

	Proposed 2012-2013
Beginning Fund Balance	\$ 103,870
Revenues:	
Interest Income (8817-6735)	200
Donations (8818-6820)	2,500
TOTAL FUNDS AVAILABLE	106,570
Expenditures:	
Miscellaneous Supplies (8847-8399)	4,000
Miscellaneous Services (8847-8699)	500
TOTAL EXPENDITURES	4,500
Ending Fund Balance	\$ 102,070

SPECIAL REVENUE FUND

Miscellaneous Donation Fund

Fund 89

Summary of Receipts & Expenditures

2012-2013

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

		Proposed 2012-2013
Beginning Fund Balance		\$ 7,058
Revenues:		
Interest Income	(8917-6735)	20
Miscellaneous Donations	(8918-6820)	0
TOTAL FUNDS AVAILABLE		7,078
Expenditures:		
IT Supplies	(8938-8399)	2,478
Animal Shelter Supplies	(8943-8399)	2,300
Conference Center	(8962-8399)	2,300
TOTAL EXPENDITURES		7,078
Ending Fund Balance		\$ 0

Enterprise Funds

Water – Wastewater Fund

Airport Fund

Drainage Utility Fund

Water-Wastewater Fund

ENTERPRISE FUND

WATER - WASTEWATER

Fund 60

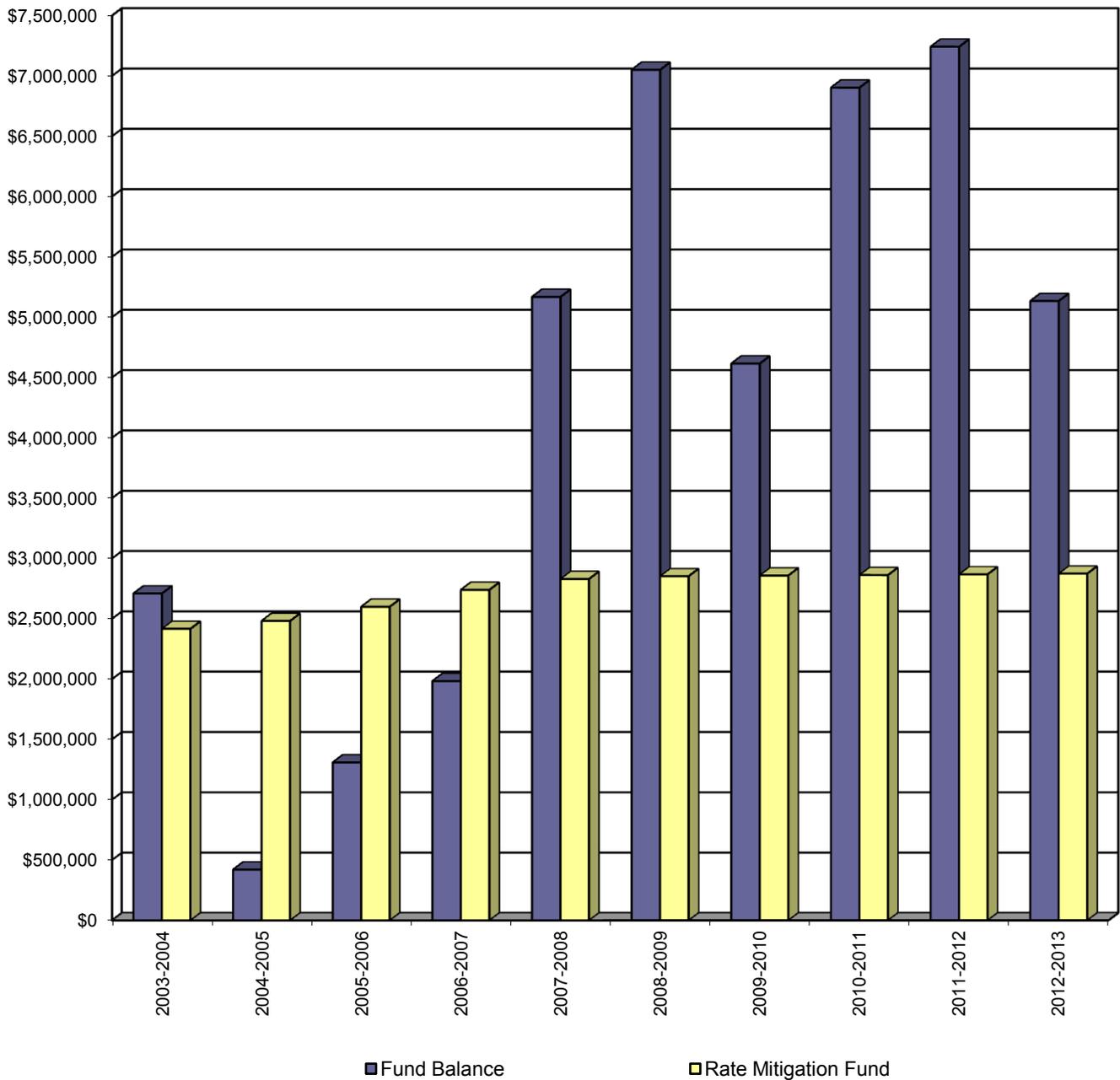
Summary of Receipts & Disbursements 2012-2013

	ACTUAL 2010-2011	AMENDED BUDGET 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Cash Balance	\$ 7,473,564	\$ 7,953,651	\$ 9,765,082	\$ 10,110,204
Receipts:				
Water Revenue	12,196,154	10,833,430	11,511,031	11,576,679
Wastewater Revenue	7,102,801	6,708,833	7,564,029	7,268,024
Utility Taps Income	38,038	36,000	43,566	36,000
Disposal Royalties	-	-	-	-
Penalty Charges	276,027	216,000	249,395	216,000
Interest on Investments	13,051	16,000	16,000	16,000
Miscellaneous	84,207	54,600	72,456	54,600
Total Receipts:	<u>19,710,278</u>	<u>17,864,863</u>	<u>19,456,477</u>	<u>19,167,303</u>
TOTAL FUNDS AVAILABLE	<u>27,183,842</u>	<u>25,818,514</u>	<u>29,221,559</u>	<u>29,277,507</u>
Expenditures:				
Salaries	2,437,979	2,537,299	2,622,610	2,676,373
Benefits	1,290,631	1,206,276	1,172,799	1,355,575
Supplies	2,270,733	2,879,075	2,186,585	2,373,440
Maintenance - Building	454,820	1,136,325	475,500	411,000
Maintenance - Equipment	431,463	450,227	461,000	476,100
Services	1,875,612	2,133,128	2,009,150	2,240,530
Debt Interest & Fiscal Fees	2,749,473	2,546,902	2,546,902	2,540,378
Capital - Structures	588,800	3,150,000	1,700,000	1,700,000
Capital - Equipment	289,097	15,000	128,150	465,500
Total Expenditures:	<u>12,388,608</u>	<u>16,054,232</u>	<u>13,302,696</u>	<u>14,238,896</u>
Other (Sources) Uses of Funds:				
Transfer to General Fund - 01 (Adm.)	1,778,429	1,650,000	2,200,000	2,250,000
Transfer to General Fund - 01 (Hazmat)	17,500	17,500	17,500	17,500
W&WW Debt Principal Payments	2,545,000	2,690,000	2,690,000	3,830,000
Performance Contract Savings	-	(300,000)	-	-
Transfer to Performance Contract Fund	689,223	901,159	901,159	933,019
Sale of Assets	-	-	-	-
Total Out:	<u>5,030,152</u>	<u>4,958,659</u>	<u>5,808,659</u>	<u>7,030,519</u>
Rate Mitigation Reserve Balance	2,861,739	2,870,083	2,867,739	2,873,739 *
Senior Lien Debt Reserve	175,203	335,735	335,735	496,343
TWDB Payment Reserve	20,144		20,144	20,144
Capital Reserve	6,500,000	1,250,000	6,650,000	4,250,000
Contingency Reserve	-	100,000	-	100,000
TOTAL USES OF FUNDS	<u>26,975,846</u>	<u>25,568,709</u>	<u>28,984,973</u>	<u>29,009,641</u>
Ending Cash Balance	<u>\$ 207,996</u>	<u>\$ 249,805</u>	<u>\$ 236,586</u>	<u>\$ 267,866</u>

* Rate Mitigation Reserve Balance is expected to be 115.64 days at September 30, 2012, and 108.53 days at September 30, 2013. 90 days is required.

Water-Wastewater Fund Rate Mitigation & Fund Balance

2003-2013

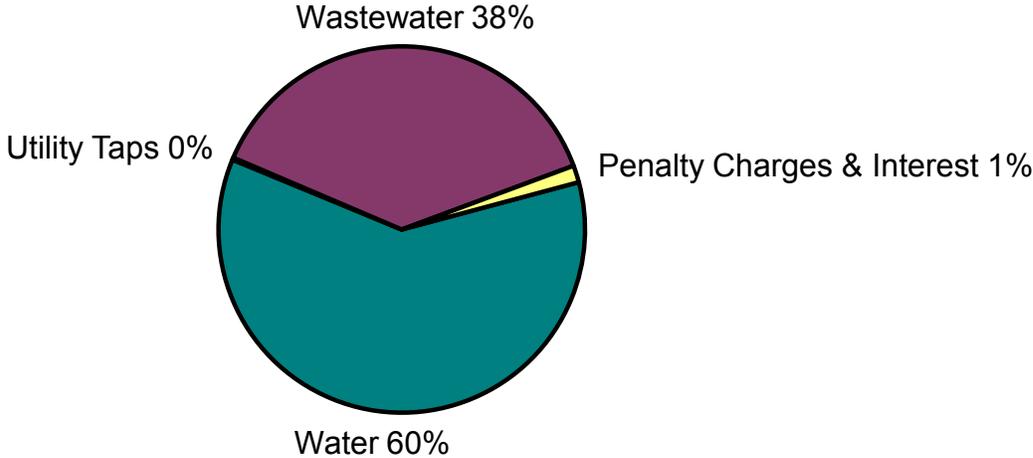


The 2012 data is an estimated amount, and the 2013 data is the budgeted amount. The projection reserve was established in 1993 to enable the Water-Wastewater Fund to continue operations during times of crisis and/or significantly reduced revenue. The establishment of this reserve mandates that a minimum 90 day reserve be maintained.

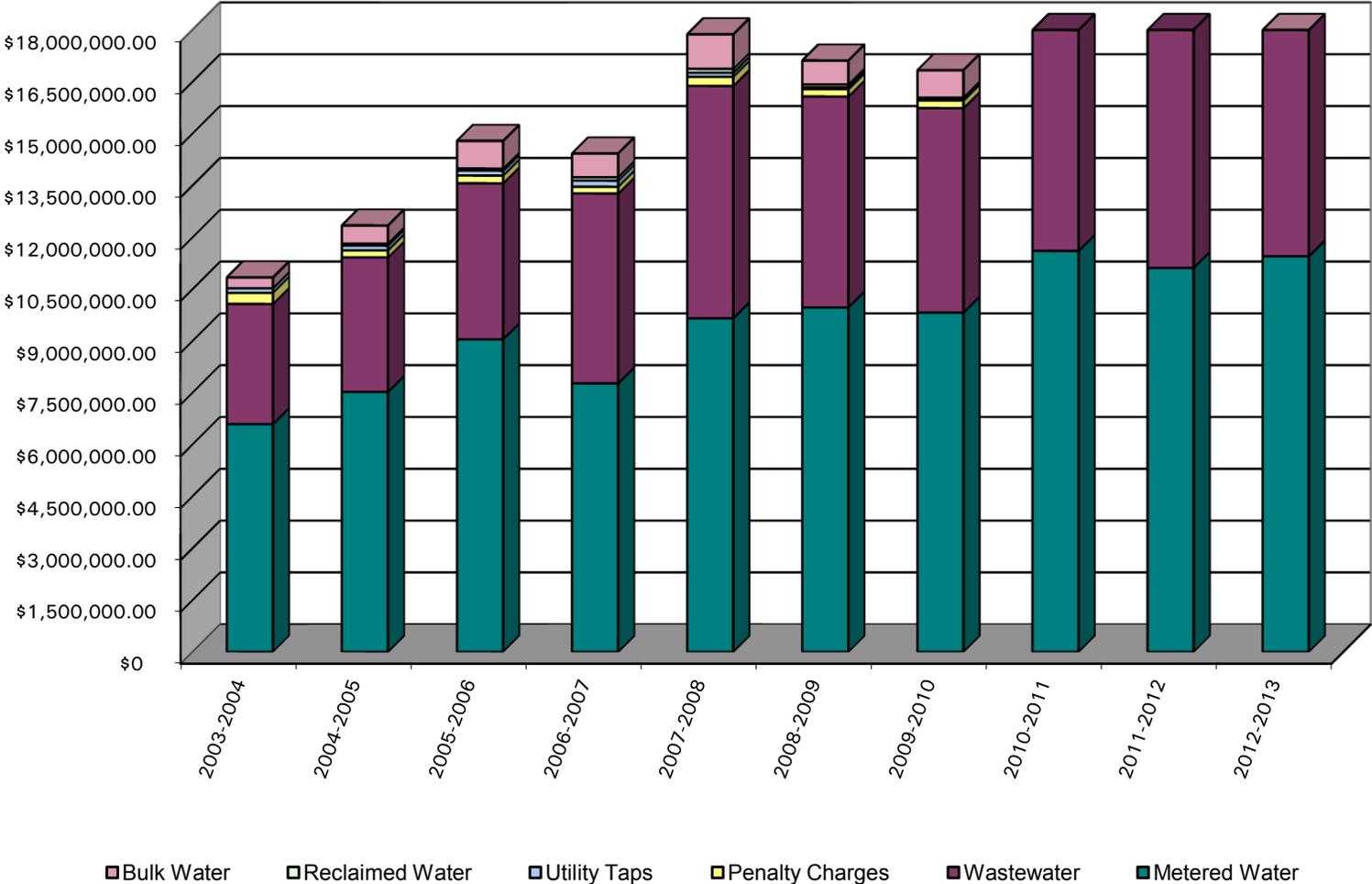
The fluctuations in fund balance are due to a build up of funds and a subsequent draw down of those funds for one time, non-recurring capital improvements to the water system.

Water-Wastewater Fund Revenues

2012-2013
\$19,167,303



2003-2013



The 2012 data is an estimated amount, and the 2013 data is the budgeted amount.

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

ENTERPRISE FUND
WATER - WASTEWATER
Fund 60
Revenue By Source
2012-2013

Code No.	Source	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
<u>CHARGES FOR SERVICES</u>					
6015-6509	Cemetary	\$ 801	\$ -	\$ 1,514	\$ -
6015-6578	Reclaimed Water Revenue	81,289	4,800	63,207	4,800
6015-6579	Bulk Water Revenue	507,162	240,000	331,730	120,000
6015-6580	Water Metered Sales	11,607,703	10,588,630	11,114,580	11,451,879
6015-6581	Wastewater Sales	7,102,801	6,708,833	7,564,029	7,268,024
6015-6582	Taps and Connections	38,038	36,000	43,566	36,000
6015-6585	Disposal Royalty	-	-	-	-
	Total Charges for Services	19,337,794	17,578,263	19,118,626	18,880,703
<u>CHARGES - OTHER</u>					
6015-6587	Penalty Charge to Customer	276,027	216,000	249,395	216,000
6015-6599	Miscellaneous Income	82,508	54,000	48,427	54,000
6016-6699	Fines, Fees, Restitution	-	-	-	-
	Total Charges - Other	358,535	270,000	297,822	270,000
<u>INTEREST</u>					
6017-6735	Interest on Investments	13,051	16,000	16,000	16,000
	Total Interest	13,051	16,000	16,000	16,000
<u>NON-OPERATING</u>					
6019-XXXX	Non-Operating	898	600	24,029	600
	Total Non-Operating	898	600	24,029	600
GRAND TOTALS		\$ 19,710,278	\$ 17,864,863	\$ 19,456,477	\$ 19,167,303

CITY OF CLEBURNE
 Water/Wastewater Fund Revenues
 2012-2013 Budget

RECEIPTS																								
6015-6578	RECLAIMED WATER	\$ 4,800																						
Description: Includes sales of sewer affluent through the treatment plant.																								
6015-6579	BULK WATER SERVICE	\$ 120,000																						
Description: Includes sales through fire hydrants or pumped directly from the lake. Rates are as follows. Service Demand Charge - 75% Metered Water Sales or \$20.05 per month 0 gallons and over - 75% Metered Water Sales or \$5.34 per 1000 gallons																								
6015-6580	METERED WATER SALES	\$ 11,451,879																						
Description: Includes the sale of treated water through the distribution system. Residential and commercial rates for:																								
Inside City Limits: Service Demand Charge - \$20.05 per month 0 gallons and over - \$5.34 per 1000 gallons																								
Outside City Limits: Service Demand Charge - \$25.93 per month 0 gallons and over - \$6.65 per 1000 gallons																								
Assumption: This estimate represents an average of three years collections. A 6% rate increase was passed by Council after the completion of a rate analysis and after the budget was adopted. Industrial use is expected to remain steady throughout the fiscal year as the economy continues to show signs of restraint.																								
<table border="1" style="margin: 10px auto; border-collapse: collapse;"> <caption>Metered Water Sales Collections & % Increase 2012-2013</caption> <thead> <tr> <th>Fiscal Year</th> <th>% Increase</th> </tr> </thead> <tbody> <tr><td>2003-2004</td><td>1.07%</td></tr> <tr><td>2004-2005</td><td>18.57%</td></tr> <tr><td>2005-2006</td><td>12.65%</td></tr> <tr><td>2006-2007</td><td>-14.08%</td></tr> <tr><td>2007-2008</td><td>24.21%</td></tr> <tr><td>2008-2009</td><td>3.25%</td></tr> <tr><td>2009-2010</td><td>-1.49%</td></tr> <tr><td>2010-2011</td><td>18.19%</td></tr> <tr><td>2011-2012</td><td>-4.25%</td></tr> <tr><td>2012-2013</td><td>3.03%</td></tr> </tbody> </table>			Fiscal Year	% Increase	2003-2004	1.07%	2004-2005	18.57%	2005-2006	12.65%	2006-2007	-14.08%	2007-2008	24.21%	2008-2009	3.25%	2009-2010	-1.49%	2010-2011	18.19%	2011-2012	-4.25%	2012-2013	3.03%
Fiscal Year	% Increase																							
2003-2004	1.07%																							
2004-2005	18.57%																							
2005-2006	12.65%																							
2006-2007	-14.08%																							
2007-2008	24.21%																							
2008-2009	3.25%																							
2009-2010	-1.49%																							
2010-2011	18.19%																							
2011-2012	-4.25%																							
2012-2013	3.03%																							

RECEIPTS (CONTINUED)

6015-6581

WASTEWATER SALES

\$ 7,268,024

Description:

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

Residential & Commercial Accounts:

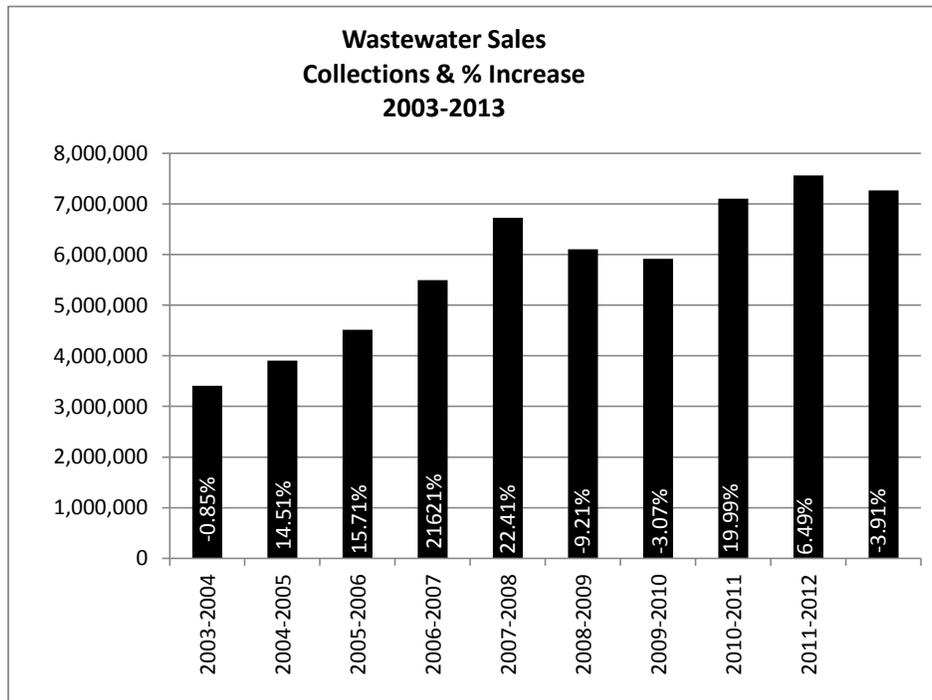
Residential - Service Demand Charge - \$11.20 per month
 0 to 13,500 gallons - \$3.43 per 1000 gallons
 Residential Maximum - \$57.57 for 13,500 gallons
 Commercial - Service Demand Charge - \$11.20 per month
 Commercial - 0 gallons and over - \$3.43 per 1000 gallons

Industrial Accounts:

Service Demand Charge - \$11.20 Per month
 Volume Charge, per month, per 1000 gallons - \$4.5995
 BOD, per pound, per month - 0.4295
 TSS, per pound, per month - 0.4005
 TDS, per pound, per month - 0.2119

Assumption:

This estimate represents a rate increase of 6% based on steady residential and continued decreasing industrial and commercial use due to the current economy.



RECEIPTS (CONTINUED)**6015-6582 TAPS AND CONNECTIONS** \$ 36,000**Description:**

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

Water Taps:

Size of Connection	Cost of Tap
Any tie on	\$300.00
3/4 inch	\$925.00
1 inch	\$948.00
1 1/2 inch	\$975.00
2 inch	\$1,145.00

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 decreased over the previous year and is expected to stabilize.

6015-6587 PENALTY CHARGE TO CUSTOMER \$ 216,000**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.

Assumption:

This account has reflected slight growth over the past several years, and this estimate reflects a conservative stabilization of receipts.

6015-6599 MISCELLANEOUS INCOME \$ 54,600**Description:**

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

Assumption:

This amount reflects a relative steady collection rate.

6017-6735 INTEREST ON INVESTMENTS \$ 16,000**Description:**

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

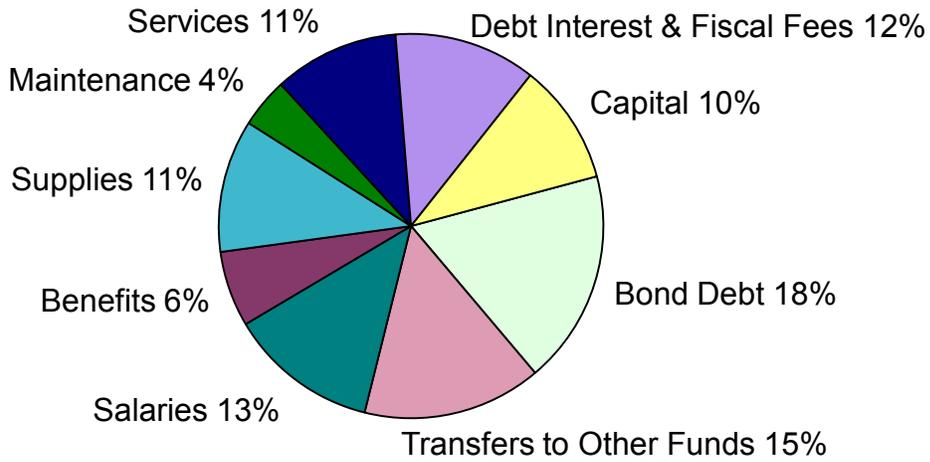
Assumption:

This estimate reflects a steady collection rate.

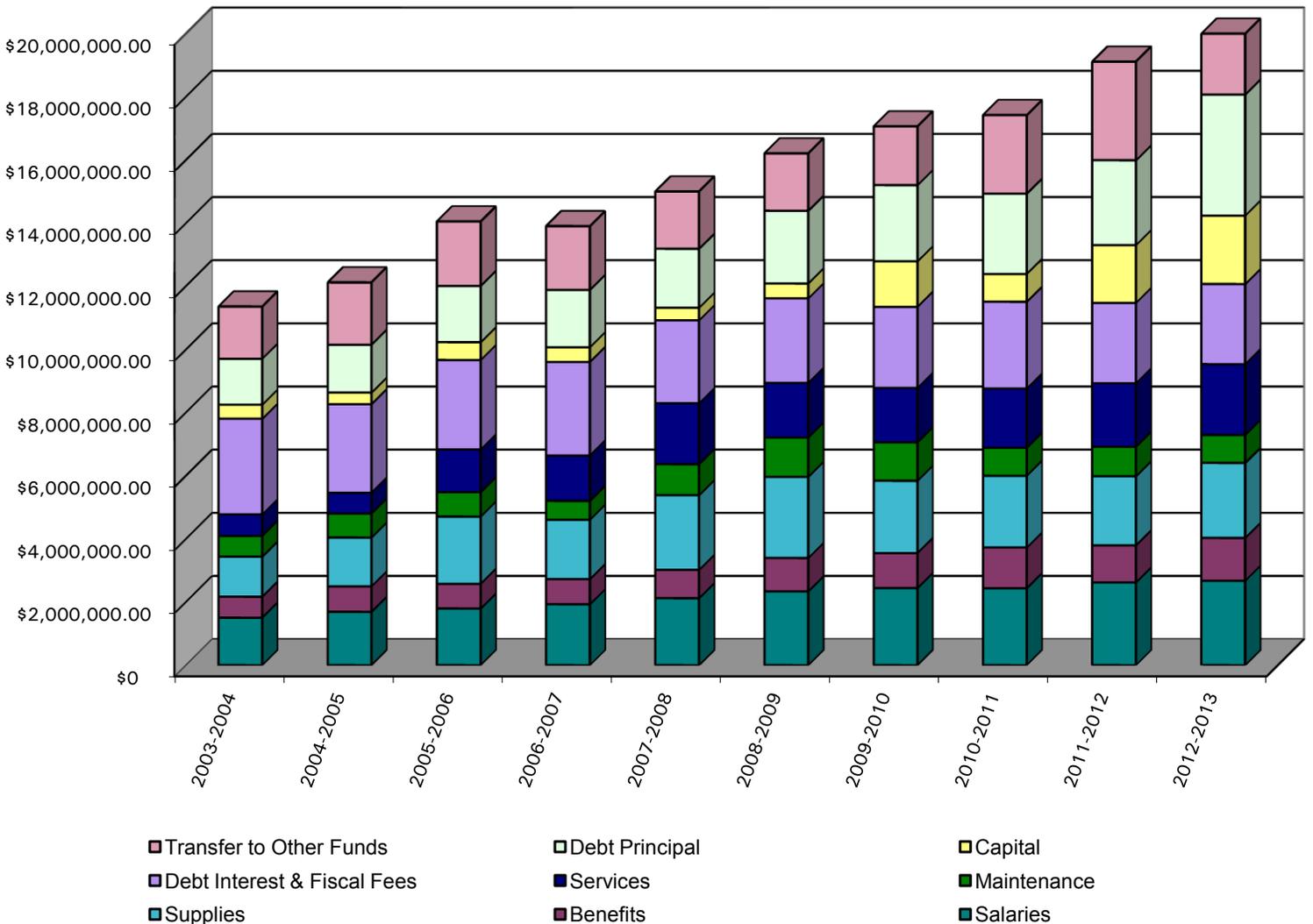
TOTAL WATER AND WASTEWATER REVENUE \$ 19,167,303

Water-Wastewater Fund Expenditures

2012-2013
\$21,269,415



2003-2013



The 2012 data is estimated, and the 2013 data is the budgeted amount. See Water – Wastewater Summary of Receipts & Disbursements for related data.

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

NON-DEPARTMENTAL SUMMARY

DEPARTMENT
Non-Departmental

6039

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	59,434	100,000	375,000	250,000
BENEFITS	35,651	61,650	141,000	111,500
M&R - EQUIPMENT & VEHICLES	10,926	7,500	7,500	7,500
CONTRACTURAL & MISC SERVICES	353,202	1,075,000	992,500	1,137,000
MISC & SUNDRY CHARGES	2,409,056	2,546,902	2,546,902	2,540,378
TOTAL 60-39	\$ 2,868,269	\$ 3,791,052	\$ 4,062,902	\$ 4,046,378

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	59,434	100,000	375,000	250,000
8210 SOCIAL SECURITY CONTRIBUTIONS	3,668	6,200	24,000	15,500
8220 MEDICARE CONTRIBUTIONS	858	1,450	6,000	4,000
8230 RETIREMENT CONTRIBUTIONS	10,101	17,000	70,000	50,000
8240 HEALTH/LIFE INSURANCE	1,411	2,000	3,500	2,000
8250 WORKERS COMPENSATION	19,613	30,000	32,500	35,000
8260 UNEMPLOYMENT COMPENSATION	-	5,000	5,000.00	5,000
8559 M&R - OFFICE EQUIPMENT	1,044	-	-	-
8577 M&R - SOFTWARE	2,613	-	-	-
8599 M&R - OTHER EQUIPMENT	7,269	7,500	7,500	7,500
8615 AUDITS	12,388	20,000	15,000	15,000
8657 INSURANCE	27,026	40,000	40,000	44,000
8664 PROFESSIONAL SERVICES	312,734	1,012,500	937,500	1,070,000
8684 TRAINING	188	-	-	-
8699 OTHER MISCELLANEOUS SERVICES	866	2,500	-	8,000
8711 BAD DEBT EXPENSE	-	160,000	160,000	160,000
8722 BOND COSTS	6,325	-	-	-
8735 DEBT INTEREST EXPENSE	2,395,506	2,381,902	2,381,902	2,375,378
8738 DEBT SERVICE CHARGES	7,225	5,000	5,000	5,000
TOTAL 60-39	\$ 2,868,269	\$ 3,791,052	\$ 4,062,902	\$ 4,046,378

UTILITY BILLING SUMMARY

DEPARTMENT
Utility Billing

6081

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

The Utility Billing Department primary responsibilities includes; accurate and timely billing, collecting for service provided, while assisting all customers in a friendly, respectful manner.

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

Fixed Based System – Continue to promote the integrity of the automatic system. Encourage customers to take advantage of online payments and ACH Bank Drafts.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Percent of re-read	2%	2%	2%
Number of bank drafts	930	950	1,101
Percent of internet payments	10%	10%	10%

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Office Manager	22	1	1	1
Senior Clerk	14	2	2	2
Clerk - Utility Billing	11	1	2	2
TOTAL		4	5	5
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	290,098	188,923	189,000	202,395
BENEFITS	146,896	93,127	81,500	100,420
SUPPLIES & MATERIALS	31,432	21,275	26,450	18,250
M&R - LAND, STRUCTURES & STREETS	715	1,000	2,000	-
M&R - EQUIPMENT & VEHICLES	30,652	47,727	37,900	42,500
CONTRACTURAL & MISC SERVICES	181,104	342,850	236,350	286,020
TOTAL 60-81	\$ 680,897	\$ 694,902	\$ 573,200	\$ 649,585

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	286,366	183,923	184,000	197,395
8130 OVERTIME	3,732	5,000	5,000	5,000
8210 SOCIAL SECURITY CONTRIBUTIONS	17,036	11,713	11,200	12,549
8220 MEDICARE CONTRIBUTIONS	3,985	2,739	2,700	2,935
8230 RETIREMENT CONTRIBUTIONS	49,115	37,893	34,200	38,405
8240 HEALTH/LIFE INSURANCE	76,760	40,782	33,400	46,531
8301 OFFICE SUPPLIES	3,607	8,000	5,500	7,000
8308 BOOKS & SUBSCRIPTIONS	-	100	-	-
8322 CLOTHING	2,095	250	250	250
8336 FUEL & LUBRICANTS	13,960	-	-	-
8364 MINOR EQUIPMENT	-	-	12,500	1,000
8382 UTILITY - ELECTRICAL FEES	5,742	5,425	3,800	5,600
8385 UTILITY - GAS FEE	1,785	-	-	-
8388 UTILITY - WATER & SEWER FEES	355	-	400	400
8399 OTHER SUPPLIES	3,888	7,500	4,000	4,000
8419 M&R - STRUCTURES	715	1,000	2,000	-
8509 M&R - COMPUTERS	-	3,000	3,600	6,000
8539 INSTRUMENTS	45	-	-	-
8551 M&R - METERS & SETTINGS	3,256	-	-	-
8557 M&R - VEHICLES	4,610	-	-	-
8559 M&R - OFFICE EQUIPMENT	2,891	3,000	4,000	4,000
8577 M&R - SOFTWARE	19,850	41,727	30,300	32,500
8636 COMMUNICATIONS	6,139	6,250	3,500	3,500
8643 DUES	-	-	-	170
8660 POSTAGE	45,886	56,000	47,000	50,000
8662 PRINTING	2,298	3,500	8,000	8,000
8664 PROFESSIONAL SERVICES	123,859	270,000	173,500	218,500
8684 TRAINING	446	1,000	1,750	1,750
8690 TRAVEL EXPENSES	90	2,100	1,600	2,100
8699 OTHER MISCELLANEOUS SERVICES	2,386	4,000	1,000	2,000
TOTAL 60-81	\$ 680,897	\$ 694,902	\$ 573,200	\$ 649,585

WATER DISTRIBUTION SUMMARY

DEPARTMENT
Water Distribution

6083

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

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

GOALS & OBJECTIVES

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

BUDGET HIGHLIGHTS & CHALLENGES

Highlight: Maintenance and repair includes over 225 miles of water lines and over 1400 fire hydrants

Challenge: The lack of funding needed to implement proper capital improvement project planning

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Water leaks (line repairs)	428	550	550
Line locates	4,014	3,500	4,000
Fire hydrants installed	2	10	20
Fire hydrants repaired	32	50	50
Valves changed/repaired	211	200	50
Water taps made	15	30	40
Water tie-ons made	16	50	130

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Water Superintendent	27	1	1	0
Water & Wastewater Line Supervisor	20	1	1	1
Meter Reader Supervisor	15	1	1	0
Crewleader	15	2	2	2
Meter Service Technician	12	1	1	0
Right of Way Technician	12	1	1	1
Meter Reader	13	2	1	0
Water Line Operator	11	0	3	3
Water Line Operator	10	5	3	3
TOTAL		14	14	10
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		0
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	564,586	698,231	660,600	517,029
BENEFITS	252,695	325,697	305,600	255,993
SUPPLIES & MATERIALS	58,833	131,000	73,000	68,250
M&R - LAND, STRUCTURES & STREETS	161,225	497,000	151,000	151,000
M&R - EQUIPMENT & VEHICLES	27,640	29,600	26,600	25,100
CONTRACTURAL & MISC SERVICES	8,240	47,630	15,180	14,530
CAPITAL OUTLAY - LAND & STRUCTURES	508,374	2,650,000	850,000	850,000
CAPITAL OUTLAY - EQUIPMENT	-	15,000	-	151,000
TOTAL 60-83	\$ 1,581,593	\$ 4,394,158	\$ 2,081,980	\$ 2,032,902

ACCOUNT	2011	2012		0
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	537,767	665,731	630,000	486,029
8130 OVERTIME	25,994	28,000	27,900	28,000
8150 VEHICLE ALLOWANCE	750	4,500	2,700	3,000
8190 NON-CASH BENEFITS	75	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	31,990	43,011	37,300	31,870
8220 MEDICARE CONTRIBUTIONS	7,801	10,059	9,000	7,453
8230 RETIREMENT CONTRIBUTIONS	95,460	139,145	118,900	97,537
8240 HEALTH/LIFE INSURANCE	117,444	133,482	140,400	119,133
8301 OFFICE SUPPLIES	633	475	800	400
8308 BOOKS & SUBSCRIPTIONS	-	800	500	500
8322 CLOTHING	6,875	11,400	8,500	9,850
8336 FUEL & LUBRICANTS	39,061	84,300	48,500	25,000
8357 MEDICAL SUPPLIES	-	1,050	900	900
8364 MINOR EQUIPMENT	785	7,500	-	17,200
8382 UTILITY - ELECTRICAL FEES	5,159	10,375	6,100	5,900
8385 UTILITY - GAS FEE	3,584	8,500	4,200	4,400
8388 UTILITY - WATER & SEWER FEES	-	600	-	600
8399 OTHER SUPPLIES	2,736	6,000	3,500	3,500
8419 M&R - STRUCTURES	193	2,000	1,000	1,000
8467 M&R - STREETS, CURBS & ALLEYS	58,267	75,000	50,000	50,000
8491 M&R - WATER MAINS	102,765	420,000	100,000	100,000
8539 M&R - INSTRUMENTS	502	3,000	-	500
8545 M&R - EQUIPMENT	833	3,000	3,000	2,000
8557 M&R - VEHICLES	25,826	23,500	23,500	20,000
8559 M&R - OFFICE EQUIPMENT	479	100	100	100
8577 M&R - SOFTWARE	-	-	-	2,500
8636 COMMUNICATIONS	2,557	6,500	6,500	3,500
8643 DUES	762	880	680	880
8652 FEES & PERMITS	60	-	-	-
8662 PRINTING	-	600	500	500
8664 PROFESSIONAL SERVICES	1,694	31,500	1,500	1,500
8672 RENTAL OF EQUIPMENT	137	1,000	1,000	1,000
8684 TRAINING	1,406	4,250	3,000	4,250
8690 TRAVEL EXPENSES	855	2,900	2,000	2,900
8699 OTHER MISCELLANEOUS SERVICES	769	-	-	-
8820 CAPITAL - STRUCTURES	307,714	2,250,000	-	-
8870 CAPITAL - WATER MAINS	200,660	400,000	850,000	850,000
8930 CAPITAL - EQUIPMENT	-	15,000	-	86,000
8950 CAPITAL - VEHICLES	-	-	-	65,000
TOTAL 60-83	\$ 1,581,593	\$ 4,394,158	\$ 2,081,980	\$ 2,032,902

WATER TREATMENT SUMMARY

DEPARTMENT
Water treatment

6084

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

The Water Treatment Department provides the citizens with an ample supply of clean safe drinking water to meet residential, commercial, industrial, and firefighting needs. Water is treated from 3 sources; Lake Pat Cleburne, Lake Aquilla, and 7 Trinity wells.

GOALS & OBJECTIVES

1. Maintain continuous monitoring and chemical analysis of all treatment processes.
2. Monitor and operate all pumps, valves, and treatment systems on a 24-hour basis.
3. Monitor and test water quality in the distribution system daily.
4. Monitor and test well water daily when operating.
5. Collect and deliver required bacteria monitoring samples to certified lab, 32 minimum per month.
6. Collect and deliver required bacteria monitoring samples to certified lab for all pipeline construction activities.
7. Insure ongoing training for all operators, minimum 20 hours per employee per year.

BUDGET HIGHLIGHTS & CHALLENGES

The Treatment Plant is completing a major expansion of treatment capacity, going from the previous capacity 15 million gallons per day to 20 million gallons per day. Many of the changes added efficiencies that should continue to hold operating costs down. Plant staff will continue throughout the upcoming budget year to seek out other cost savings by investigating alternative treatment chemicals and more efficient operating protocols.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Average daily production (MGD)	7.75	8	8.25
Total gallons produced from plant	2,360	2,425	2,500
Total gallons produced from wells	40	65	60
Bacteriological samples taken	400	420	420
Chlorine residuals taken	1,300	1,315	1,350

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Water Plant Supervisor	23	1	1	1
Water Plant Assistant Supervisor	17	0	0	1
Water Plant Operator	17	0	1	0
Water Plant Operator	12	11	10	8
Water Plant Operator	11	0	0	2
TOTAL		12	12	12
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	518,433	531,910	478,300	563,040
BENEFITS	243,321	250,905	216,900	281,580
SUPPLIES & MATERIALS	1,441,160	1,767,400	1,436,485	1,504,450
M&R - LAND, STRUCTURES & STREETS	92,109	94,000	141,000	70,000
M&R - EQUIPMENT & VEHICLES	153,158	219,000	242,000	218,500
CONTRACTURAL & MISC SERVICES	159,021	154,118	167,990	177,600
CAPITAL OUTLAY - EQUIPMENT	165,532	-	3,650	85,000
TOTAL 60-84	\$ 2,772,734	\$ 3,017,333	\$ 2,686,325	\$ 2,900,170

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	454,603	456,910	412,000	488,040
8130 OVERTIME	63,821	75,000	66,300	75,000
8190 NON-CASH BENEFITS	9	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	30,887	32,978	28,200	34,909
8220 MEDICARE CONTRIBUTIONS	7,224	7,713	6,600	8,164
8230 RETIREMENT CONTRIBUTIONS	87,709	106,688	87,200	106,837
8240 HEALTH/LIFE INSURANCE	117,501	103,526	94,900	131,670
8301 OFFICE SUPPLIES	738	1,500	1,400	1,500
8315 CHEMICAL SUPPLIES	668,394	720,650	700,985	720,350
8322 CLOTHING	8,687	7,500	7,800	8,500
8336 FUEL & LUBRICANTS	12,914	41,350	7,200	7,200
8343 LAUNDRY & CLEANING SUPPLIES	4,499	4,600	4,600	4,600
8357 MEDICAL SUPPLIES	846	800	800	800
8364 MINOR EQUIPMENT	11,438	-	-	-
8382 UTILITY - ELECTRICAL FEES	720,575	981,500	705,200	753,000
8385 UTILITY - GAS FEE	623	1,000	-	-
8399 OTHER SUPPLIES	12,446	8,500	8,500	8,500
8419 M&R - STRUCTURES	55,345	14,000	61,000	15,000
8431 M&R - GROUNDS	36,764	80,000	80,000	55,000
8539 M&R - INSTRUMENTS	8,286	12,500	36,500	12,500
8545 M&R - EQUIPMENT	140,207	200,000	200,000	200,000
8557 M&R - VEHICLES	3,976	6,000	5,000	5,500
8559 M&R - OFFICE EQUIPMENT	689	500	500	500
8636 COMMUNICATIONS	2,571	2,450	2,450	2,450
8643 DUES	432	340	450	340
8652 FEES & PERMITS	33,882	28,618	42,000	42,000
8660 POSTAGE	3,324	5,000	5,000	5,000
8662 PRINTING	2,261	2,500	2,500	2,600
8664 PROFESSIONAL SERVICES	58,391	55,000	55,000	65,000
8672 RENTAL OF EQUIPMENT	5,028	4,000	4,000	4,000
8675 RENTAL OF PROPERTY	600	600	600	600
8684 TRAINING	2,201	4,600	4,080	4,600
8690 TRAVEL EXPENSES	691	1,000	1,900	1,000
8692 TRUCKING	48,790	50,010	50,010	50,010
8699 OTHER MISCELLANEOUS SERVICES	850	-	-	-
8930 CAPITAL - EQUIPMENT	7,634	-	3,650	35,000
8950 CAPITAL - VEHICLES	157,898	-	-	50,000
TOTAL 60-84	\$ 2,772,734	\$ 3,017,333	\$ 2,686,325	\$ 2,900,170

TREATMENT PLANT MAINTENANCE SUMMARY

DEPARTMENT
Treatment Plant Maintenance

6090

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

The Treatment Plant Maintenance Department ensures peak performance at the water treatment and wastewater treatment facilities as well as sewer lift stations. Through effective preventative maintenance this department avoids unnecessary costly repairs or critical failures of these vital assets.

GOALS & OBJECTIVES

1. Ensure that routine scheduled maintenance is performed properly and on time.
2. Remove and repair pumps, valves, gearboxes, and associated equipment.
3. Provide all technical and logistics support for all plant systems.
4. Perform welding repairs and pie-fitting.
5. Maintain and repair all chlorine and chemical dosing systems.
6. Ensure proper maintenance and inspection of all installed overhead cranes.

BUDGET HIGHLIGHTS & CHALLENGES

The Treatment Plant Maintenance Department has continued to grow and expand their scope of duties. Recently this department has taken over the maintenance and repair of all city HVAC units, resulting in valuable savings to the city. As department duties continue to expand manpower and resources will be strained, however it is felt with proper planning many increases can be avoided.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Pump and motor repairs	25	25	30
Gearbox repairs	7	5	10
Electrical repairs	65	70	70
Welding and structural repairs	75	85	75
Lift station repairs	12	15	15

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Water/Wastewater Superintendent	27	0	0	1
Meter Reader	13	0	0	1
Meter Reader Supervisor	15	0	0	1
Meter Service Technician	12	0	0	1
Maintenance Supervisor	20	1	1	1
Senior Maintenance Technician	19	1	1	1
Maintenance Technician	15	2	2	2
TOTAL		4	4	8
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	227,414	225,806	157,700	365,683
BENEFITS	98,600	100,955	72,600	189,153
SUPPLIES & MATERIALS	22,583	33,800	25,225	45,765
M&R - LAND, STRUCTURES & STREETS	562	500	500	1,000
M&R - EQUIPMENT & VEHICLES	8,055	17,000	16,000	42,000
CONTRACTURAL & MISC SERVICES	3,018	3,495	4,045	8,295
CAPITAL OUTLAY - EQUIPMENT	31,778	-	-	35,000
TOTAL 60-90	\$ 392,010	\$ 381,556	\$ 276,070	\$ 686,896

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	213,079	213,306	144,000	353,183
8130 OVERTIME	14,204	12,500	13,700	12,500
8190 NON-CASH BENEFITS	131	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	13,558	14,000	9,300	22,672
8220 MEDICARE CONTRIBUTIONS	3,171	3,274	2,200	5,302
8230 RETIREMENT CONTRIBUTIONS	38,483	45,291	28,400	69,388
8240 HEALTH/LIFE INSURANCE	43,388	38,390	32,700	91,791
8301 OFFICE SUPPLIES	174	100	375	500
8322 CLOTHING	3,073	2,750	3,200	5,665
8336 FUEL & LUBRICANTS	11,645	22,000	13,000	26,000
8343 LAUNDRY & CLEANING SUPPLIES	367	500	500	750
8357 MEDICAL SUPPLIES	180	250	250	300
8364 MINOR EQUIPMENT	-	-	-	750
8385 UTILITY - GAS FEE	1,161	2,700	1,400	1,800
8399 OTHER SUPPLIES	5,983	5,500	6,500	10,000
8419 M&R - STRUCTURES	562	500	500	1,000
8431 M&R - GROUNDS	-	-	-	500
8539 M&R - INSTRUMENTS	-	-	-	2,000
8545 M&R - EQUIPMENT	4,785	13,500	13,000	15,000
8551 M&R - METERS & SETTINGS	-	-	-	20,000
8557 M&R - VEHICLES	3,270	3,500	3,000	4,500
8636 COMMUNICATIONS	1,558	1,500	2,000	5,000
8643 DUES	70	100	100	300
8662 PRINTING	-	-	-	750
8664 PROFESSIONAL SERVICES	73	-	50	150
8684 TRAINING	987	1,220	1,220	1,220
8690 TRAVEL EXPENSES	330	675	675	875
8950 CAPITAL - VEHICLES	31,778	-	-	35,000
TOTAL 60-90	\$ 392,010	\$ 381,556	\$ 276,070	\$ 686,896

WASTEWATER COLLECTION SUMMARY

DEPARTMENT
Wastewater Collection

6096

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

The Wastewater Collections Department is responsible for the maintenance and repair of wastewater lines and manholes within the City's wastewater system.

GOALS & OBJECTIVES

1. To implement proper maintenance practices and procedures
2. To implement a proper capital improvement plan
3. To respond to customer calls and complaints as soon as possible
4. To remedy and eliminate sanitary sewer overflows
5. To comply with all rules and regulations set forth by TCEQ

BUDGET HIGHLIGHTS & CHALLENGES

Highlight: Maintenance and repair includes over 250 miles of wastewater lines and over 1900 manholes

Challenge: The lack of funding needed to implement proper capital improvement project planning

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Sewer work orders	1,712	1,850	3,500
Sewer service lines ran	1,019	1,000	750
Manholes changed/repaired	46	95	50
Main stoppages	298	350	200
Mains ran – preventative maintenance	2,463	3,000	2,500
Line repairs made	41	35	100
Sewer taps made	10	20	50
Sewer tie-ons made	13	35	100

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Crew Leader	15	2	2	2
Heavy Equipment Operator	13	0	0	0
Wastewater Line Worker	10	4	4	4
TOTAL		6	6	6
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		0
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	215,068	230,110	182,400	216,742
BENEFITS	113,166	114,450	91,700	121,314
SUPPLIES & MATERIALS	32,309	30,675	41,700	38,400
M&R - LAND, STRUCTURES & STREETS	190,761	535,500	175,500	175,500
M&R - EQUIPMENT & VEHICLES	27,301	21,500	23,500	23,500
CONTRACTURAL & MISC SERVICES	9,783	15,800	15,870	18,850
CAPITAL OUTLAY - LAND & STRUCTURES	80,426	500,000	850,000	850,000
CAPITAL OUTLAY - EQUIPMENT	85,124	140,000	-	124,500
TOTAL 60-96	\$ 753,938	\$ 1,588,035	\$ 1,380,670	\$ 1,568,806

ACCOUNT	2011	2012		0
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	190,937	200,110	153,000	186,742
8130 OVERTIME	24,126	30,000	29,400	30,000
8190 NON-CASH BENEFITS	5	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	12,574	14,267	11,400	13,438
8220 MEDICARE CONTRIBUTIONS	2,941	3,337	2,500	3,143
8230 RETIREMENT CONTRIBUTIONS	36,376	46,154	31,800	41,127
8240 HEALTH/LIFE INSURANCE	61,275	50,692	46,000	63,606
8301 OFFICE SUPPLIES	58	100	100	100
8315 CHEMICAL SUPPLIES	2,128	500	2,000	2,000
8322 CLOTHING	5,053	4,725	5,400	5,400
8336 FUEL & LUBRICANTS	21,169	21,450	29,000	29,000
8357 MEDICAL SUPPLIES	-	400	400	400
8364 MINOR EQUIPMENT	785	2,000	3,300	-
8399 OTHER SUPPLIES	3,116	1,500	1,500	1,500
8419 M&R - STRUCTURES	235	500	500	500
8443 M&R - SANITARY SEWER SYSTEM	133,804	475,000	125,000	125,000
8467 M&R - STREETS, CURBS & ALLEYS	56,722	60,000	50,000	50,000
8545 M&R - EQUIPMENT	6,978	3,500	3,500	3,500
8557 M&R - VEHICLES	20,271	18,000	20,000	20,000
8559 M&R - OFFICE EQUIPMENT	52	-	-	-
8636 COMMUNICATIONS	995	1,250	1,000	1,000
8643 DUES	150	-	320	-
8652 FEES & PERMITS	300	300	300	300
8657 INSURANCE	5,438	10,500	10,500	10,500
8664 PROFESSIONAL SERVICES	1,573	1,500	1,500	1,500
8684 TRAINING	1,017	1,500	1,500	3,850
8690 TRAVEL EXPENSES	310	750	750	1,700
8830 SANITARY SEWER SYSTEMS	80,426	500,000	850,000	850,000
8950 CAPITAL - VEHICLES	85,124	140,000	-	124,500
TOTAL 60-96	\$ 753,938	\$ 1,588,035	\$ 1,380,670	\$ 1,568,806

WASTEWATER TREATMENT SUMMARY

DEPARTMENT
Wastewater treatment

6097

DIVISION
Water-Wastewater

DESCRIPTION OF SERVICES

The Wastewater Treatment Department provides the citizens with an adequate wastewater treatment capability, protecting the public health and the environment, as well as supporting future growth. In addition the wastewater department provides treated re-use water to major industrial and irrigation customers, reducing the strain on our drinking water supplies.

GOALS & OBJECTIVES

1. Maintain continuous monitoring and chemical analysis of all treatment processes.
2. Monitor and operate all pumps, valves, and treatment systems on a 24-hour basis.
3. Monitor and test effluent water quality daily.
4. Monitor sewer lift station operations daily.
5. Monitor and supervise all sludge production and disposal operations.
6. Insure ongoing training for all operators, minimum 20 hours per employee per year.

BUDGET HIGHLIGHTS & CHALLENGES

The Wastewater Treatment Plant has implemented many cost saving measures, however the operation is challenged by an ever-increasing regulatory climate which adds cost back into the operation. Monitoring of industrial wastewater activities is critical to our continued success; this is another area where costs beyond our control continue to escalate. Looking ahead the department is planning an expansion of our treated effluent re-use water capabilities to leverage this valuable resource to our citizens benefit while also reducing demand on the drinking water system.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Average daily volume treated (MGD)	5	5.5	6
Total volume treated (MG)	1,960	2,100	2,100
Total discharged (MG)	1,750	1,800	1,800
Total re-use volume (MG)	395	400	400
Total influent and effluent samples tested	1,050	1,050	1,050

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Environmental Coordinator	25	1	1	1
Plant Supervisor	23	1	1	1
Assistant Supervisor	17	0	0	1
Water Utilities Secretary	17	1	1	1
Plant Operator	17	0	2	1
Plant Operator	12	10	6	5
Plant Operator	11	0	2	3
TOTAL		13	13	13
Part Time		0	0	0

LINE ITEM DETAIL

CATEGORY	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	562,945	562,319	546,300	561,484
BENEFITS	256,308	259,490	236,400	295,617
SUPPLIES & MATERIALS	684,414	894,925	587,025	698,325
M&R - LAND, STRUCTURES & STREETS	9,446	8,325	5,500	13,000
M&R - EQUIPMENT & VEHICLES	75,397	107,900	107,500	117,500
CONTRACTURAL & MISC SERVICES	500,936	494,235	574,235	598,235
CAPITAL OUTLAY - EQUIPMENT	6,663	-	-	70,000
TOTAL 60-97	\$ 2,096,109	\$ 2,327,194	\$ 2,056,960	\$ 2,354,161

ACCOUNT	2011	2012		2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	490,349	510,319	486,000	509,484
8130 OVERTIME	72,530	52,000	60,300	52,000
8190 NON-CASH BENEFITS	66	-	-	-
8210 SOCIAL SECURITY CONTRIBUTIONS	33,035	34,864	31,100	34,812
8220 MEDICARE CONTRIBUTIONS	7,726	8,154	7,300	8,142
8230 RETIREMENT CONTRIBUTIONS	95,278	112,787	96,300	106,542
8240 HEALTH/LIFE INSURANCE	120,269	103,685	101,700	146,121
8301 OFFICE SUPPLIES	1,008	1,600	1,600	1,600
8308 BOOKS & SUBSCRIPTIONS	241	-	-	-
8315 CHEMICAL SUPPLIES	114,551	133,025	133,025	133,025
8322 CLOTHING	8,788	6,750	11,000	7,500
8336 FUEL & LUBRICANTS	12,862	16,500	12,400	12,400
8343 LAUNDRY & CLEANING SUPPLIES	2,006	2,300	2,300	2,300
8357 MEDICAL SUPPLIES	442	250	250	250
8364 MINOR EQUIPMENT	-	-	-	3,000
8382 UTILITY - ELECTRICAL FEES	512,447	722,000	419,300	531,100
8388 UTILITY - WATER & SEWER FEES	26,472	8,000	650	650
8399 OTHER SUPPLIES	5,597	4,500	6,500	6,500
8419 M&R - STRUCTURES	7,789	2,575	2,500	2,500
8431 M&R - GROUNDS	1,657	5,750	3,000	10,500
8539 M&R - INSTRUMENTS	5,782	5,000	5,000	15,000
8545 M&R - EQUIPMENT	68,152	100,000	100,000	100,000
8557 M&R - VEHICLES	1,145	2,400	2,000	2,000
8559 M&R - OFFICE EQUIPMENT	318	500	500	500
8636 COMMUNICATIONS	2,595	2,500	2,500	2,500
8643 DUES	345	635	635	635
8652 FEES & PERMITS	37,148	61,500	61,500	61,500
8660 POSTAGE	2,171	2,600	2,600	2,600
8662 PRINTING	24	1,500	500	500
8664 PROFESSIONAL SERVICES	207,026	200,000	175,000	175,000
8684 TRAINING	4,884	4,000	4,500	4,000
8690 TRAVEL EXPENSES	2,111	1,500	2,000	1,500
8692 TRUCKING	244,632	170,000	325,000	300,000
8698 DISPOSAL RELATED COSTS	-	50,000	-	50,000
8930 CAPITAL - EQUIPMENT	-	-	-	70,000
8990 CAPITAL - OTHER EXPENDITURES	6,663	-	-	-
TOTAL 60-97	\$ 2,096,109	\$ 2,327,194	\$ 2,056,960	\$ 2,354,161

Airport Fund

ENTERPRISE FUND
MUNICIPAL AIRPORT
Fund 61
Summary of Receipts & Disbursements
2012-2013

	ACTUAL 2010-2011	AMENDED BUDGET 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Fund Balance	\$ 852,273	\$ 827,063	\$ 1,095,258	\$ 969,872
Receipts:				
Airport Rent	177,681	140,000	160,000	160,000
Mineral Lease & Royalty Revenue	374,962	220,000	156,625	24,000
Fuel Revenue	496,446	480,000	650,000	690,000
Merchandise Sales	2,966	2,750	12,000	6,000
Insurance Recovery	-	-	-	-
Interest on Investments	1,726	1,500	2,500	2,500
Total Receipts	<u>1,053,781</u>	<u>844,250</u>	<u>981,125</u>	<u>882,500</u>
Transfers In:				
Contributions	2,726	-	235	-
TxDOT Grant	48,530	-	-	-
Total Transfers In	<u>51,256</u>	<u>-</u>	<u>235</u>	<u>-</u>
TOTAL FUNDS AVAILABLE	1,957,310	1,671,313	2,076,618	1,852,372
Expenditures:				
Salaries	123,451	126,633	115,900	131,687
Benefits	72,794	56,855	59,700	70,189
Supplies	33,090	43,406	36,068	32,350
Maintenance - Building	9,628	8,800	22,900	41,400
Maintenance - Equipment	24,630	20,060	17,360	17,560
Services	64,223	61,126	62,100	80,727
Miscellaneous Services	446,712	678,000	500,000	680,000
Capital Land, Structures & Equipment	2,150	138,000	218,000	278,000
Total Expenditures:	776,678	1,132,880	1,032,028	1,331,913
Other (Sources) Uses of Funds:				
Transfer for Debt Service	450	450	450	-
Sale of Assets	-	-	-	-
Transfer to General Fund - 01	84,924	70,000	74,268	100,000
Total Out:	<u>85,374</u>	<u>70,450</u>	<u>74,718</u>	<u>100,000</u>
TOTAL USES OF FUNDS	<u>862,052</u>	<u>1,203,330</u>	<u>1,106,746</u>	<u>1,431,913</u>
Ending Fund Balance	\$ <u>1,095,258</u>	\$ <u>467,983</u>	\$ <u>969,872</u>	\$ <u>420,459</u>

AIRPORT SUMMARY

DEPARTMENT
Airport

6154

DIVISION
Public Service-Community

DESCRIPTION OF SERVICES

The Cleburne Regional Airport is a general aviation facility that provides facilities and services for corporate, private and aero medical aircraft. The airport has 24 hour aircraft fuel availability and hangaring facilities. Services such as management, operations, maintenance and support for airport runways, taxiways, terminal building, field lighting and weather observation systems are also provided.

The airport offices are open 7 days a week Monday thru Friday 8:00AM-5:00PM, Saturday and Sunday 8:00AM-4:00PM. The airport offices are closed Thanksgiving Day, Christmas Day & New Years Day.

GOALS & OBJECTIVES

1. The objective of the airport is to provide excellent customer service and a safe, secure environment for the flying public.
2. The airport master plan can be located on the City of Cleburne website:
http://www.cleburne.net/files/pages/airport/master_plan.pdf

BUDGET HIGHLIGHTS & CHALLENGES

Due to our severe weather and aging pavements, the airport will undergo rehabilitation over the next few years. The process will begin this budget year and we will be utilizing grant funds through the Texas Department of Transportation Aviation Division and the Federal Aviation Administration. The grant is a 90/10 where we are responsible for 10%. Currently the airport is slated to receive 2 million dollars in grant funding.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Fuel purchases for resale	\$440,441	\$378,000	\$590,000

PERSONNEL SCHEDULE

Full Time	Pay Grade	2010-2011	2011-2012	2012-2013
Airport Manager	23	1	1	1
Airport Clerk	11	1	1	1
Maintenance Worker	11	1	1	1
TOTAL		3	3	3
Part Time		2	2	2

LINE ITEM DETAIL

CATEGORY	2011	2012	2012	2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
SALARIES & WAGES	123,451	126,633	115,900	131,687
BENEFITS	72,795	56,854	59,700	70,189
SUPPLIES & MATERIALS	33,089	43,406	36,068	32,350
M&R - LAND, STRUCTURES & STREETS	9,628	8,800	22,900	41,400
M&R - EQUIPMENT & VEHICLES	24,631	20,060	17,360	17,560
CONTRACTURAL & MISC SERVICES	64,225	61,126	62,100	80,727
MISC & SUNDRY CHARGES	446,712	678,000	640,000	680,000
CAPITAL OUTLAY - LAND & STRUCTURES	2,150	-	75,500	69,000
CAPITAL OUTLAY - EQUIPMENT	-	138,000	78,000	209,000
TOTAL 61-54	\$ 776,681	\$ 1,132,879	\$ 1,107,528	\$ 1,331,913

ACCOUNT	2011	2012	2012	2013
	ACTUAL	BUDGET	ESTIMATE	PROPOSED
8110 PERSONNEL	119,632	123,633	113,000	128,687
8130 OVERTIME	3,819	3,000	2,900	3,000
8210 SOCIAL SECURITY CONTRIBUTIONS	7,269	7,851	6,900	8,165
8220 MEDICARE CONTRIBUTIONS	1,700	1,836	1,700	1,909
8230 RETIREMENT CONTRIBUTIONS	32,564	23,313	21,000	22,965
8240 HEALTH/LIFE INSURANCE	30,657	22,854	28,100	36,150
8250 WORKERS COMPENSATION	605	1,000	2,000	1,000
8301 OFFICE SUPPLIES	1,222	950	950	1,000
8308 BOOKS & SUBSCRIPTIONS	506	4,288	1,200	1,200
8315 CHEMICAL SUPPLIES	-	500	500	500
8322 CLOTHING	1,463	1,168	1,168	1,200
8336 FUEL & LUBRICANTS	4,014	4,400	2,700	2,700
8343 LAUNDRY & CLEANING SUPPLIES	19	100	400	400
8357 MEDICAL SUPPLIES	13	200	150	150
8364 MINOR EQUIPMENT	852	4,300	4,300	-
8382 UTILITY - ELECTRICAL FEES	15,413	18,500	14,900	15,400
8388 UTILITY - WATER & SEWER FEES	3,041	2,000	2,800	2,800
8399 OTHER SUPPLIES	6,546	7,000	7,000	7,000
8419 M&R - STRUCTURES	7,079	3,300	13,800	33,300
8431 M&R - GROUNDS	2,549	5,500	6,500	5,500
8467 M&R - STREETS, CURBS & ALLEYS	-	-	2,600	2,600
8539 M&R - INSTRUMENTS	4,705	5,200	5,200	5,200
8545 M&R - EQUIPMENT	10,378	5,400	5,400	5,400
8557 M&R - VEHICLES	2,154	3,960	3,960	3,960
8559 M&R - OFFICE EQUIPMENT	951	500	800	1,000
8569 M&R - RADIOS	6,443	5,000	2,000	2,000
8608 ADVERTISING	5,600	8,275	4,000	6,860
8615 AUDITS	2,500	2,500	2,500	2,500
8636 COMMUNICATIONS	5,961	6,000	6,000	6,000
8643 DUES	2,135	1,800	1,800	2,012
8652 FEES & PERMITS	12	-	200	200
8657 INSURANCE	8,440	10,000	10,000	10,000
8660 POSTAGE	480	500	500	500
8664 PROFESSIONAL SERVICES	17,012	10,000	20,000	30,000
8672 RENTAL OF EQUIPMENT	15,840	15,516	15,600	15,600
8684 TRAINING	2,275	3,210	500	2,295
8690 TRAVEL EXPENSES	3,965	3,325	1,000	4,760
8699 OTHER MISCELLANEOUS SERVICES	5	-	-	-
8727 COST OF SALES	446,712	678,000	640,000	680,000
8820 CAPITAL - STRUCTURES	2,150	-	-	69,000
8860 CAPITAL - WALKS & FENCES	-	-	75,500	-
8930 CAPITAL - EQUIPMENT	-	28,000	28,000	-
8950 CAPITAL - VEHICLES	-	60,000	-	-
8990 CAPITAL - OTHER EXPENDITURES	-	50,000	50,000	209,000
TOTAL 61-54	\$ 776,681	\$ 1,132,879	\$ 1,107,528	\$ 1,331,913

Drainage Utility Fund

ENTERPRISE FUND
UTILITY DRAINAGE
Fund 63
Summary of Receipts & Disbursements
2012-2013

	ACTUAL 2010-2011	AMENDED BUDGET 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Fund Balance	\$ 709,458	\$ 1,009,118	\$ 894,024	\$ 203,978
Receipts:				
Drainage Utility Revenue	539,103	542,300	541,000	541,000
Penalty Charges	8,596	3,000	8,500	8,500
Non-Operating Revenues	-	-	-	-
Interest on Investments	1,401	1,200	1,800	1,800
Total Receipts:	<u>549,100</u>	<u>546,500</u>	<u>551,300</u>	<u>551,300</u>
TOTAL FUNDS AVAILABLE	<u>1,258,558</u>	<u>1,555,618</u>	<u>1,445,324</u>	<u>755,278</u>
Expenditures:				
Salaries	-	-	-	-
Benefits	778	-	-	-
Supplies	7,357	8,250	12,000	12,000
Maintenance - Building	202,617	150,000	150,000	150,000
Maintenance - Equipment	3,762	7,000	7,000	7,000
Services	88,299	29,000	68,969	71,655
Misc Charges	-	-	-	-
Capital Land, Structures & Equipment	-	930,000	923,277	-
Total Expenditures:	<u>302,813</u>	<u>1,124,250</u>	<u>1,161,246</u>	<u>240,655</u>
Other (Sources) Uses of Funds:				
Contributions - Developers	-	-	-	-
Transfer to General Fund	61,721	50,000	93,000	50,000
Sale of Assets	-	-	(12,900)	-
Reserve for Projects	-	-	125,000	350,000
Total (In)/Out:	<u>61,721</u>	<u>50,000</u>	<u>205,100</u>	<u>400,000</u>
TOTAL USES OF FUNDS	<u>364,534</u>	<u>1,174,250</u>	<u>1,366,346</u>	<u>640,655</u>
Ending Fund Balance	<u>\$ 894,024</u>	<u>\$ 381,368</u>	<u>\$ 78,978</u>	<u>\$ 114,623</u>

DRAINAGE UTILITY SUMMARY

DEPARTMENT
Drainage Utility

6398

DIVISION
Public Works

DESCRIPTION OF SERVICES

Drainage Utility provides maintenance, repair, rehabilitation and installation to the storm drainage system to minimize degradation, erosion and sedimentation to ensure public safety, proper growth and reduce property damage.

GOALS & OBJECTIVES

1. Facilitate proper cleaning and maintenance of drainage easements and right of ways.
2. Continue and expand the Vegetative Management Program.
3. Continue and expand the drainage system capital improvements.

INDICATORS

	Actual 2010-2011	Estimated 2011-2012	Budgeted 2012-2013
Miles of storm sewer	28	28	28
Acres of drainage right of ways	100	100	100

LINE ITEM DETAIL

CATEGORY	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 PROPOSED
BENEFITS	778	-	-	-
SUPPLIES & MATERIALS	7,357	8,250	12,000	12,000
M&R - LAND, STRUCTURES & STREETS	202,617	150,000	150,000	150,000
M&R - EQUIPMENT & VEHICLES	3,762	7,000	7,000	7,000
CONTRACTURAL & MISC SERVICES	88,299	29,000	68,969	71,655
CAPITAL OUTLAY - LAND & STRUCTURES	-	930,000	923,277	-
	\$ 302,813	\$ 1,124,250	\$ 1,161,246	\$ 240,655

ACCOUNT	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 PROPOSED
8250 WORKERS COMPENSATION	778	-	-	-
8336 FUEL & LUBRICANTS	7,223	8,250	12,000	12,000
8399 OTHER SUPPLIES	134	-	-	-
8455 M&R - STORM SEWER SYSTEMS	202,617	150,000	150,000	150,000
8557 M&R - VEHICLES	3,762	7,000	7,000	7,000
8615 AUDITS	2,500	2,500	2,500	2,500
8643 DUES	-	-	-	255
8657 INSURANCE	5,248	6,500	6,500	6,500
8664 PROFESSIONAL SERVICES	80,551	20,000	59,969	60,000
8684 TRAINING	-	-	-	750
8690 TRAVEL EXPENSES	-	-	-	1,650
8840 CAPITAL - DRAINAGE SYSTEMS	-	930,000	923,277	-
TOTAL 63-98	\$ 302,813	\$ 1,124,250	\$ 1,161,246	\$ 240,655

Revenue Debt Service Funds

REVENUE DEBT SERVICE

Statement of Bond Indebtedness

2012-2013

Title, Issue Year and Purpose	Term (Years)	Original Issue Amount	Retired In Previous Years	Debt Balance 10-01-2012
Waterworks and Sewer System Refunding Bonds, Series 2005 Proceeds used to refund the City's outstanding Waterworks and Sewer System Revenue Refunding Bonds, Series 1997, 1999, and 2001 and pay the costs associated with the issuance of the bonds.	25	\$ 41,960,000.00	\$ 8,510,000.00	\$ 33,450,000.00
Waterworks and Sewer System Revenue Refunding and Improvements Bonds, Series 2006 Proceeds used to refund \$6,595,000 of Waterworks Revenue and Refunding Bond Series 1997, Improvements & Extensions to Utility Billing Meters, Streets, Water Distribution, Water Treatment, and Wastewater Treatment	20	\$ 12,875,000.00	\$ 2,710,000.00	\$ 10,165,000.00
Waterworks and Sewer System Revenue Bonds, Series 2009A Engineering development for the water inlet to Lake Pat Cleburne from the new water treatment plant.	20	\$ 1,180,000.00	\$ 0	\$ 1,180,000.00
Waterworks and Sewer System Revenue Bonds, Series 2009B Engineering development for additional water treatment plant located at Lake Whitney.	20	\$ 4,750,000.00	\$ 0	\$ 4,750,000.00
Waterworks and Sewer System Revenue Bonds, Series 2010 Construction for expansion of the Cleburne Water Treatment Plant.	20	\$ 14,500,000.00	\$ 0	\$ 14,500,000.00
Waterworks and Sewer System Revenue Refunding Bonds, Series 2010 Proceeds used to refund the City's outstanding Waterworks and Sewer System Revenue Bonds, Series 2001 and pay the costs associated with the issuance of the bonds.	15	\$ 4,860,000.00	\$ 590,000.00	\$ 4,270,000.00
		\$80,125,000.00	\$11,810,000.00	\$68,315,000.00

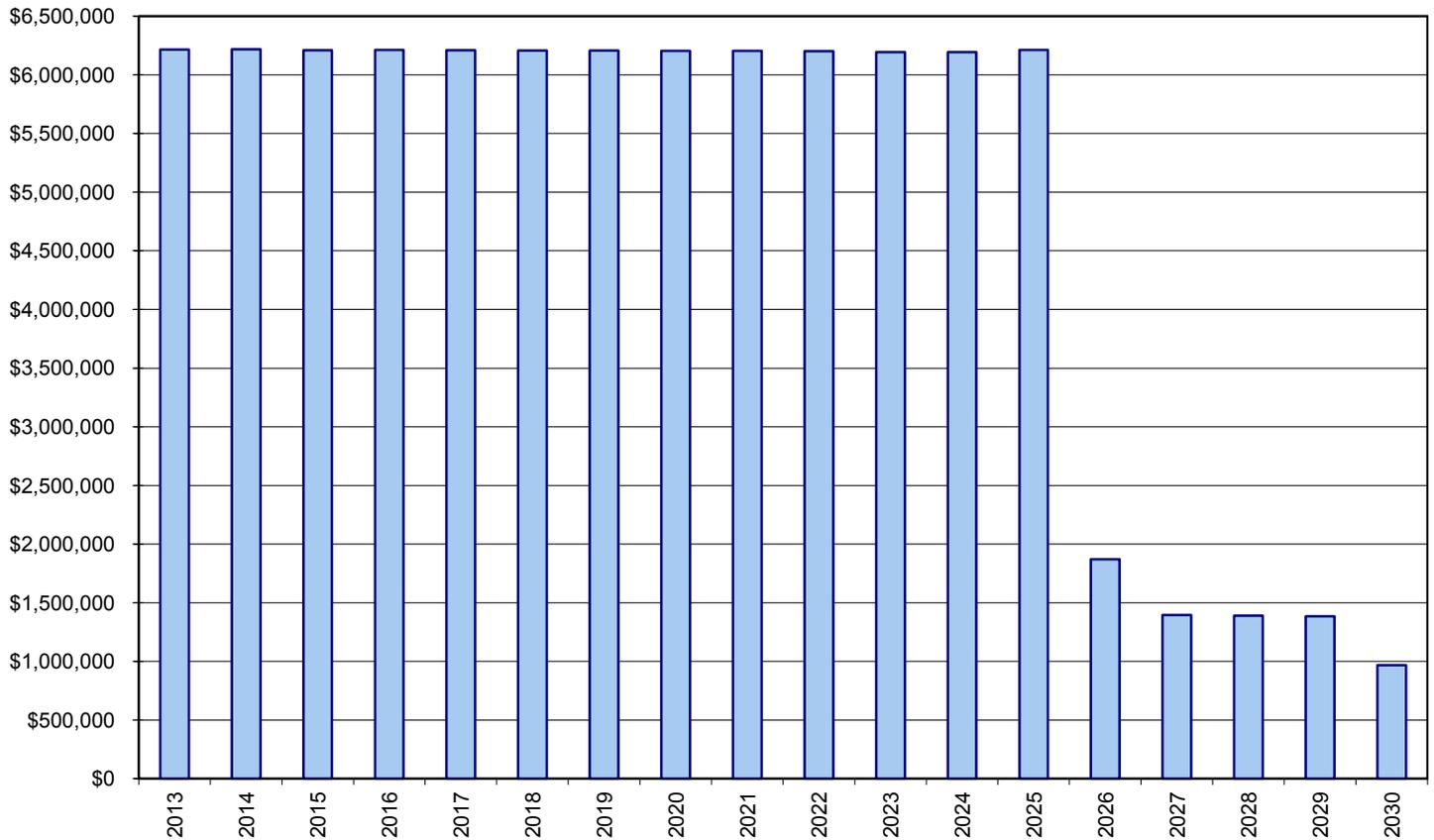
REVENUE DEBT SERVICE

Debt Service Requirements

2012-2013

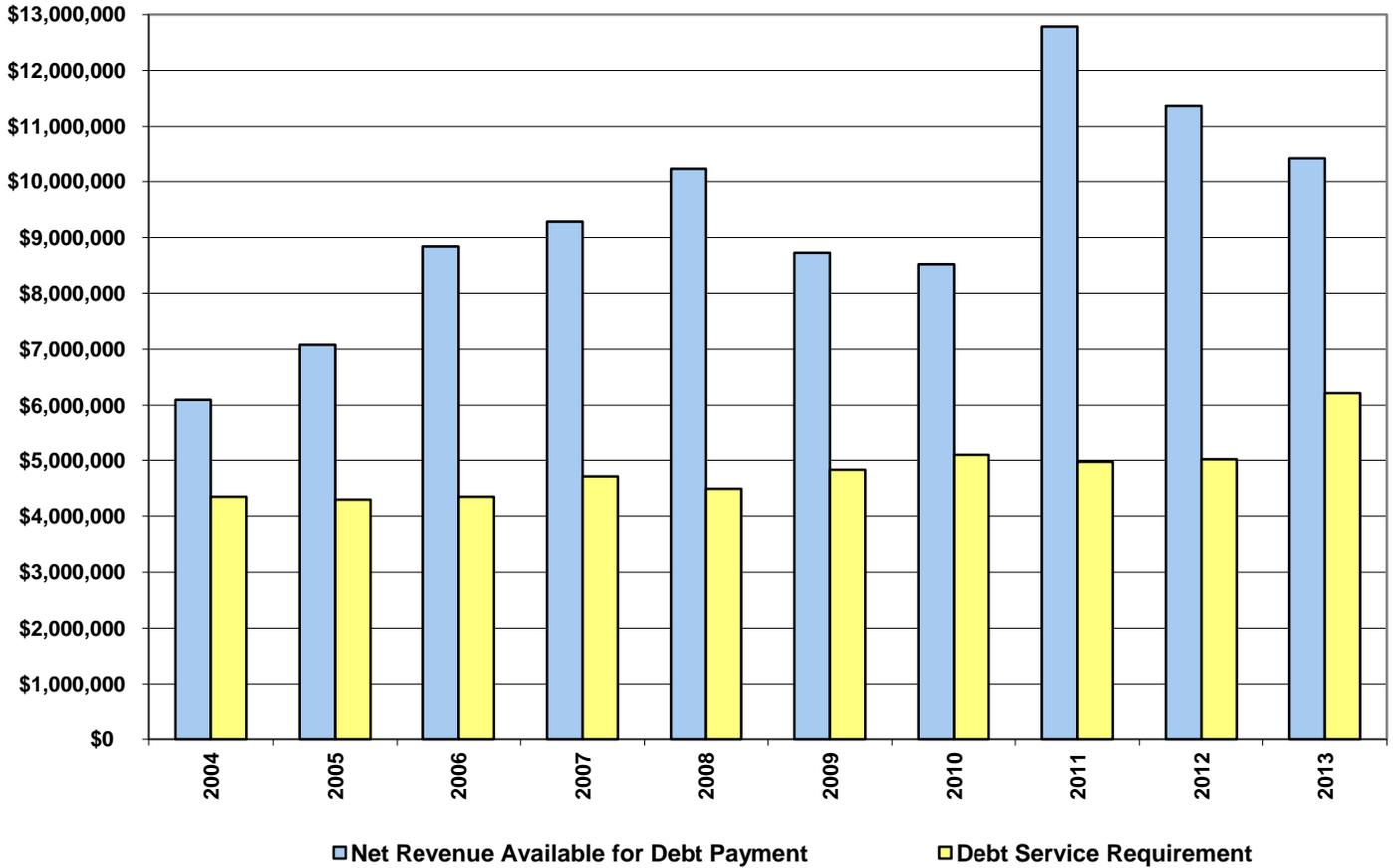
Issue Year	Title and Purpose	Outstanding 10/1/2012	Current Requirements		
			Principal	Interest	Total
2005	Waterworks and Sewer System Revenue Bonds	33,450,000.00	1,535,000.00	1,454,371.25	2,989,371.25
2006	Waterworks and Sewer System Revenue Bonds	10,165,000.00	695,000.00	431,125.01	1,126,125.01
2009A	Waterworks and Sewer System Revenue Bonds	1,180,000.00	65,000.00	21,962.70	86,962.70
2009B	Waterworks and Sewer System Revenue Bonds	4,750,000.00	255,000.00	89,300.36	344,300.36
2010	Waterworks and Sewer System Revenue Bonds	14,500,000.00	725,000.00	242,656.56	967,656.56
2010	Waterworks and Sewer System Refunding Revenue Bonds	4,270,000.00	555,000.00	146,943.76	701,943.76
Budget Requirements 2012-2013			\$ 3,830,000.00	\$ 2,386,359.64	\$ 6,216,359.64
TOTAL BONDS OUTSTANDING		\$ 68,315,000.00			

Enterprise Debt Outstanding Schedule of Debt Requirements



Fiscal Year Ending 09-30	Principal	Interest	Total
2013	3,830,000.00	2,386,359.64	6,216,359.64
2014	3,945,000.00	2,272,801.71	6,217,801.71
2015	4,065,000.00	2,146,905.61	6,211,905.61
2016	4,205,000.00	2,008,535.74	6,213,535.74
2017	4,350,000.00	1,860,902.31	6,210,902.31
2018	4,505,000.00	1,703,126.36	6,208,126.36
2019	4,675,000.00	1,534,262.11	6,209,262.11
2020	4,850,000.00	1,354,659.21	6,204,659.21
2021	5,040,000.00	1,164,395.67	6,204,395.67
2022	5,240,000.00	963,748.02	6,203,748.02
2023	5,440,000.00	754,056.56	6,194,056.56
2024	5,660,000.00	534,658.20	6,194,658.20
2025	5,910,000.00	302,417.92	6,212,417.92
2026	1,715,000.00	156,104.17	1,871,104.17
2027	1,280,000.00	112,904.74	1,392,904.74
2028	1,310,000.00	78,822.86	1,388,822.86
2029	1,340,000.00	43,020.71	1,383,020.71
2030	955,000.00	12,352.93	967,352.93
	\$ 68,315,000.00	\$ 19,390,034.47	\$ 87,705,034.47

Revenue Debt Service Fund Bond Coverage 2003 - 2012



Fiscal Year Ended	Gross Revenue	Direct Operating Expenses	Net Revenue Available for Debt Service	Debt Service Principal	Debt Service Interest	Debt Service Total	Coverage
1999	8,475,543	3,685,124	4,790,419	855,000	1,713,001	2,568,001	1.87
2000	10,618,222	3,940,290	6,677,932	895,000	2,300,631	3,195,631	2.09
2001	10,374,531	4,364,092	6,010,439	930,000	2,388,863	3,318,863	1.81
2002	10,128,935	4,618,376	5,510,559	1,525,000	3,205,534	4,730,534	1.16
2003	10,774,178	4,492,198	6,281,980	1,370,000	2,989,011	4,359,011	1.44
2004	10,872,750	4,775,753	6,096,997	1,455,000	2,892,635	4,347,635	1.40
2005	12,543,974	5,460,935	7,083,039	1,515,000	2,780,466	4,295,466	1.65
2006	15,351,317	6,512,264	8,839,053	1,780,000	2,569,149	4,349,149	2.03
2007	15,462,922	6,178,818	9,284,104	1,815,000	2,896,679	4,711,679	1.97
2008	18,142,912	7,898,642	10,244,270	1,865,000	2,627,070	4,492,070	2.28
2009	17,181,436	8,454,314	8,727,122	2,305,000	2,525,063	4,830,063	1.81
2010	16,904,837	8,383,740	\$ 8,521,097	2,410,000	2,688,526	5,098,526	1.67
2011	19,709,477	6,927,425	\$ 12,782,052	2,515,000	2,458,262	4,973,262	2.57
Estimated 2012	\$ 19,456,477	\$ 8,090,055	\$ 11,366,422	\$ 2,630,000	\$ 2,386,902	\$ 5,016,902	2.27
Budgeted 2013	\$ 19,167,303	\$ 8,755,519	\$ 10,411,784	\$ 3,830,000	\$ 2,386,360	\$ 6,216,360	1.67

The Estimated 2012 Coverage Ratio will be covered by a rate mitigation fund which will be approximately \$2,867,739 on September 30, 2012.

CITY OF CLEBURNE

\$41,960,000.00

Waterworks & Sewer System Refunding Bonds

Series 2005

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	1,535,000.00	4.450%	2-15-13	744,262.50	8-15-13	710,108.75	2,989,371.25
2-15-14	1,610,000.00	4.450%	2-15-14	710,108.75	8-15-14	674,286.25	2,994,395.00
2-15-15	2,115,000.00	4.450%	2-15-15	674,286.25	8-15-15	627,227.50	3,416,513.75
2-15-16	2,210,000.00	4.450%	2-15-16	627,227.50	8-15-16	578,055.00	3,415,282.50
2-15-17	2,315,000.00	4.450%	2-15-17	578,055.00	8-15-17	526,546.25	3,419,601.25
2-15-18	2,415,000.00	4.450%	2-15-18	526,546.25	8-15-18	472,812.50	3,414,358.75
2-15-19	2,535,000.00	4.450%	2-15-19	472,812.50	8-15-19	416,408.75	3,424,221.25
2-15-20	2,640,000.00	4.450%	2-15-20	416,408.75	8-15-20	357,668.75	3,414,077.50
2-15-21	2,765,000.00	4.450%	2-15-21	357,668.75	8-15-21	296,147.50	3,418,816.25
2-15-22	2,890,000.00	4.450%	2-15-22	296,147.50	8-15-22	231,845.00	3,417,992.50
2-15-23	3,015,000.00	4.450%	2-15-23	231,845.00	8-15-23	164,761.25	3,411,606.25
2-15-24	3,155,000.00	4.450%	2-15-24	164,761.25	8-15-24	94,562.50	3,414,323.75
2-15-25	4,250,000.00	4.450%	2-15-25	94,562.50	8-15-25	0	4,344,562.50
	\$ 33,450,000.00			\$ 5,894,692.50		\$ 5,150,430.00	\$ 44,495,122.50

Interest Rate: 4.450% - 4.528%

Amount Issued: \$41,960,000.00

Amount Outstanding: \$33,450,000.00

Term (Years): 25 years

Paying Agent: The Bank of America #299

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

CITY OF CLEBURNE

\$12,875,000

Waterworks and Sewer System Revenue

Refunding and Improvement Bonds

Series 2006

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	695,000.00	4.250%	2-15-13	222,946.88	8-15-13	208,178.13	1,126,125.01
2-15-14	720,000.00	4.000%	2-15-14	208,178.13	8-15-14	193,778.13	1,121,956.26
2-15-15	750,000.00	4.125%	2-15-15	193,778.13	8-15-15	178,309.38	1,122,087.51
2-15-16	785,000.00	4.250%	2-15-16	178,309.38	8-15-16	161,628.13	1,124,937.51
2-15-17	815,000.00	4.250%	2-15-17	161,628.13	8-15-17	144,309.38	1,120,937.51
2-15-18	850,000.00	4.375%	2-15-18	144,309.38	8-15-18	125,715.63	1,120,025.01
2-15-19	885,000.00	4.500%	2-15-19	125,715.63	8-15-19	105,803.13	1,116,518.76
2-15-20	930,000.00	4.500%	2-15-20	105,803.13	8-15-20	84,878.13	1,120,681.26
2-15-21	970,000.00	4.500%	2-15-21	84,878.13	8-15-21	63,053.13	1,117,931.26
2-15-22	1,010,000.00	4.500%	2-15-22	63,053.13	8-15-22	40,328.13	1,113,381.26
2-15-23	410,000.00	4.500%	2-15-23	40,328.13	8-15-23	31,103.13	481,431.26
2-15-24	430,000.00	4.625%	2-15-24	31,103.13	8-15-24	21,159.38	482,262.51
2-15-25	445,000.00	4.625%	2-15-25	21,159.38	8-15-25	10,868.75	477,028.13
2-15-26	470,000.00	4.625%	2-15-26	10,868.75	8-15-26		480,868.75
	\$ 10,165,000.00			\$ 1,592,059.44		\$ 1,369,112.56	\$ 13,126,172.00

Interest Rate: 4.250% - 4.625%

Amount Issued: \$12,875,000.00

Amount Outstanding: \$10,165,000.00

Term (Years): 20 years

Paying Agent: Bank of New York

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

CITY OF CLEBURNE

\$1,180,000.00

Waterworks & Sewer System Revenue Bonds

Series 2009A

PRINCIPAL			INTEREST				TOTAL
Date	Amount	Rate	Date	Amount	Date	Amount	
2-15-13	65,000.00	0.000%	2-15-13	10,981.35	8-15-13	10,981.35	86,962.70
2-15-14	65,000.00	0.148%	2-15-14	10,981.35	8-15-14	10,933.25	86,914.60
2-15-15	65,000.00	0.338%	2-15-15	10,933.25	8-15-15	10,823.40	86,756.65
2-15-16	65,000.00	0.558%	2-15-16	10,823.40	8-15-16	10,642.05	86,465.45
2-15-17	65,000.00	0.798%	2-15-17	10,642.05	8-15-17	10,382.70	86,024.75
2-15-18	65,000.00	1.038%	2-15-18	10,382.70	8-15-18	10,045.35	85,428.05
2-15-19	65,000.00	1.452%	2-15-19	10,045.35	8-15-19	9,573.45	84,618.80
2-15-20	65,000.00	1.812%	2-15-20	9,573.45	8-15-20	8,984.55	83,558.00
2-15-21	65,000.00	2.139%	2-15-21	8,984.55	8-15-21	8,289.38	82,273.93
2-15-22	70,000.00	2.267%	2-15-22	8,289.38	8-15-22	7,495.93	85,785.31
2-15-23	70,000.00	2.532%	2-15-23	7,495.93	8-15-23	6,609.73	84,105.66
2-15-24	70,000.00	2.695%	2-15-24	6,609.73	8-15-24	5,666.48	82,276.21
2-15-25	75,000.00	2.814%	2-15-25	5,666.48	8-15-25	4,611.23	85,277.71
2-15-26	75,000.00	2.885%	2-15-26	4,611.23	8-15-26	3,529.35	83,140.58
2-15-27	80,000.00	2.931%	2-15-27	3,529.35	8-15-27	2,356.95	85,886.30
2-15-28	80,000.00	3.018%	2-15-28	2,356.95	8-15-28	1,149.75	83,506.70
2-15-29	75,000.00	3.066%	2-15-29	1,149.75	8-15-29	0	76,149.75
	\$ 1,180,000.00			\$ 133,056.25		\$ 122,074.90	\$ 1,435,131.15

Interest Rate: 0% - 3.066%

Amount Issued: \$1,180,000.00

Amount Outstanding: \$1,180,000.00

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	
2-15-13	255,000.00		2-15-13	44,650.18	8-15-13	44,650.18	344,300.36
2-15-14	255,000.00	0.148%	2-15-14	44,650.18	8-15-14	44,461.48	344,111.66
2-15-15	255,000.00	0.338%	2-15-15	44,461.48	8-15-15	44,030.53	343,492.01
2-15-16	255,000.00	0.558%	2-15-16	44,030.53	8-15-16	43,319.08	342,349.61
2-15-17	255,000.00	0.798%	2-15-17	43,319.08	8-15-17	42,301.63	340,620.71
2-15-18	260,000.00	1.038%	2-15-18	42,301.63	8-15-18	40,952.23	343,253.86
2-15-19	260,000.00	1.452%	2-15-19	40,952.23	8-15-19	39,064.63	340,016.86
2-15-20	265,000.00	1.812%	2-15-20	39,064.63	8-15-20	36,663.73	340,728.36
2-15-21	270,000.00	2.139%	2-15-21	36,663.73	8-15-21	33,776.08	340,439.81
2-15-22	275,000.00	2.267%	2-15-22	33,776.08	8-15-22	30,658.95	339,435.03
2-15-23	280,000.00	2.532%	2-15-23	30,658.95	8-15-23	27,114.15	337,773.10
2-15-24	290,000.00	2.695%	2-15-24	27,114.15	8-15-24	23,206.40	340,320.55
2-15-25	295,000.00	2.814%	2-15-25	23,206.40	8-15-25	19,055.75	337,262.15
2-15-26	305,000.00	2.885%	2-15-26	19,055.75	8-15-26	14,656.13	338,711.88
2-15-27	315,000.00	2.931%	2-15-27	14,656.13	8-15-27	10,039.80	339,695.93
2-15-28	325,000.00	3.018%	2-15-28	10,039.80	8-15-28	5,135.55	340,175.35
2-15-29	335,000.00	3.066%	2-15-29	5,135.55	8-15-29	0	340,135.55
	\$ 4,750,000.00			\$ 543,736.48		\$ 499,086.30	\$ 5,792,822.78

Interest Rate: 0% - 3.066%

Amount Issued: \$4,750,000.00

Amount Outstanding: \$4,750,000.00

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	
2-15-13	725,000.00	2.000%	2-15-13	121,328.28	8-15-13	121,328.28	967,656.56
2-15-14	725,000.00	3.000%	2-15-14	121,328.28	8-15-14	121,252.15	967,580.43
2-15-15	725,000.00	3.000%	2-15-15	121,252.15	8-15-15	119,834.78	966,086.93
2-15-16	730,000.00	3.000%	2-15-16	119,834.78	8-15-16	117,422.13	967,256.91
2-15-17	735,000.00	3.000%	2-15-17	117,422.13	8-15-17	113,927.20	966,349.33
2-15-18	745,000.00	4.000%	2-15-18	113,927.20	8-15-18	109,639.73	968,566.93
2-15-19	755,000.00	4.000%	2-15-19	109,639.73	8-15-19	104,652.95	969,292.68
2-15-20	765,000.00	4.000%	2-15-20	104,652.95	8-15-20	98,567.38	968,220.33
2-15-21	780,000.00	4.000%	2-15-21	98,567.38	8-15-21	91,473.28	970,040.66
2-15-22	795,000.00	4.000%	2-15-22	91,473.28	8-15-22	83,586.88	970,060.16
2-15-23	810,000.00	4.125%	2-15-23	83,586.88	8-15-23	75,094.03	968,680.91
2-15-24	825,000.00	4.250%	2-15-24	75,094.03	8-15-24	66,468.65	966,562.68
2-15-25	845,000.00	4.250%	2-15-24	66,468.68	8-15-24	56,818.75	968,287.43
2-15-26	865,000.00	4.250%	2-15-24	56,818.75	8-15-24	46,564.18	968,382.93
2-15-27	885,000.00	4.250%	2-15-24	46,564.18	8-15-24	35,758.33	967,322.51
2-15-28	905,000.00	4.250%	2-15-24	35,758.33	8-15-24	24,382.48	965,140.81
2-15-29	930,000.00	4.250%	2-15-24	24,382.48	8-15-24	12,352.93	966,735.41
2-15-30	955,000.00	4.250%	2-15-24	12,352.93	8-15-24	0	967,352.93
	\$ 14,500,000.00			\$ 1,520,452.42		\$ 1,399,124.11	\$ 17,419,576.53

Interest Rate: 0.021% - 2.587%

Amount Issued: \$14,500,000.00

Amount Outstanding: \$14,500,000.00

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	
2-15-13	555,000.00	2.000%	2-15-13	76,246.88	8-15-13	70,696.88	701,943.76
2-15-14	570,000.00	3.000%	2-15-14	70,696.88	8-15-14	62,146.88	702,843.76
2-15-15	155,000.00	3.000%	2-15-15	62,146.88	8-15-15	59,821.88	276,968.76
2-15-16	160,000.00	3.000%	2-15-16	59,821.88	8-15-16	57,421.88	277,243.76
2-15-17	165,000.00	3.000%	2-15-17	57,421.88	8-15-17	54,946.88	277,368.76
2-15-18	170,000.00	4.000%	2-15-18	54,946.88	8-15-18	51,546.88	276,493.76
2-15-19	175,000.00	4.000%	2-15-19	51,546.88	8-15-19	48,046.88	274,593.76
2-15-20	185,000.00	4.000%	2-15-20	48,046.88	8-15-20	44,346.88	277,393.76
2-15-21	190,000.00	4.000%	2-15-21	44,346.88	8-15-21	40,546.88	274,893.76
2-15-22	200,000.00	4.000%	2-15-22	40,546.88	8-15-22	36,546.88	277,093.76
2-15-23	855,000.00	4.125%	2-15-23	36,546.88	8-15-23	18,912.50	910,459.38
2-15-24	890,000.00	4.250%	2-15-24	18,912.50	8-15-24	0	908,912.50
	\$ 4,270,000.00			\$ 621,228.18		\$ 544,981.30	\$ 5,436,209.48

Interest Rate: 2.000% - 4.250%

Amount Issued: \$4,860,000.00

Amount Outstanding: \$4,270,000.00

Term (Years): 15 years

Paying Agent: The Bank of New York

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

Capital Improvements

Five Year Capital Improvement Program

Leased Equipment Improvement Fund

Capital Project Funds

Enterprise Capital Project Funds

CITY OF CLEBURNE

Recapitulation of Capital Outlay

2012-2013

Department Number	Department Name	Item	Amount
GENERAL FUND - Items Funded in the Department Budgets			
0131	City Council	Roll Call System	20,000
0136	Human Resources	Automated Time Keeping System	45,000
0163	Library	Library Books	31,500
0165	Museum	Artifacts	1,000
TOTAL CAPITAL OUTLAY - GENERAL FUND			97,500

GENERAL FUND - Items Funded by the Capital Project Funds			
5343	Animal Control	Animal Shelter Expansion	67,650
5371	Public Works	Annexation	270,000
5374	Planning & Zoning	Comprehensive Land Use Plan	275,000
5374	Planning & Zoning	Subdivision, Zoning & Development Standards Revision	75,000
5379	Street	Street Improvements	16,000
TOTAL CAPITAL OUTLAY - CAPITAL PROJECTS FUNDS			703,650

ENTERPRISE FUND - Items Funded in the Department Budgets			
6083	Water Distribution	Valve Maintenance Trailer	55,000
6083	Water Distribution	GIS Software and Hardware	31,000
6083	Water Distribution	Two Trucks	65,000
6084	Water Treatment	Skid Steer	35,000
6084	Water Treatment	Two Trucks	50,000
6090	Water Maintenance	Cargo Van	35,000
6096	Wastewater Collection	Dump Truck	124,500
6097	Wastewater Treatment	Two Mowers	30,000
6097	Wastewater Treatment	Sludge Feed Pump	30,000
6097	Wastewater Treatment	Utility Vehicle	10,000
Water/Wastewater Fund Total			465,500
6154	Airport	Wash Rack	69,000
6154	Airport	Rehab and remark runway	209,000
Airport Fund Total			278,000
TOTAL CAPITAL OUTLAY - ALL ENTERPRISE FUNDS			743,500

ENTERPRISE FUND - Items Funded by the Enterprise Capital Project Funds			
7184	Water Treatment	Plant Expansion Planning & Engineering	1,874,345
7284	Water Treatment	Whitney Water Treatment Plant	1,932,722
7284	Water Treatment	Whitney Water Supply Line	1,314,957
7683	Water Distribution	Improvements to Lake Pat Cleburne	20,000
7696	Wastewater Collection	174 North Interceptor	115,324
7696	Wastewater Collection	Midway Station Outfall	357,403
TOTAL CAPITAL OUTLAY - ENTERPRISE FUND - CURRENT FUNDS			5,614,751

CITY OF CLEBURNE

Recapitulation of Capital Outlay
2012-2013

Department Number	Department Name	Item	Amount
SPECIAL REVENUE FUNDS			
0341	Police	Cruisers & Motorcycle	132,000
0343	Animal Control	Truck	20,000
0352	Cemetery	Mowers & Truck	36,000
0353	Parks & Recreations	Trucks	45,000
0361	Building Maintenance	Truck	20,000
0379	Street	Backhoe	100,000
0859	City Transportation	Surveillance Equipment	149,661
0860	Urban Transportation	Two Buses	113,904
0967	Railroad Museum	Railroad Museum	1,250,000
2377	Gas Well Administration	Imaging Storage Expansion-Virtualization	50,000
3953	Parks	Nature Trail	229,942
3965	Museum	Save America's Treasures Museum Updates	300,000
3991	Sanitation	Recycling Stations	76,750
4096	Wastewater Collection	Weeks Road Sanitary Sewer Lines	267,000
8165	Museum	Artifacts	2,000
8265	Museum	Artifacts	1,000
8663	Library	Library Books	2,000
TOTAL - SPECIAL REVENUE FUND			2,795,257
TOTAL CAPITAL OUTLAY - CURRENT FUNDS			9,954,658

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.

Through these planning tools, the City believes that the Capital needs of Cleburne will be met with a minimal monetary impact on the citizens. It is the belief of City Management that its Capital Improvement Programs are prudent long term planning tools that will ensure the continued success of the City of Cleburne.

LEASED EQUIPMENT IMPROVEMENT PROGRAM

Fund 03

Summary of Receipts & Expenditures

2012-2013

The Capital Improvements Fund will be used for vehicle replacements in the General Fund.

	Proposed 2012-2013
Estimated Beginning Balance	\$ 1,164,938
Revenues:	
Vehicle Lease Payments (0315-6539)	525,474
Interest Income (0317-6735)	4,500
Garbage Truck Transfer (0321-7101)	120,000
TOTAL FUNDS AVAILABLE	1,814,912
Expenditures:	
Building Services - Truck	20,000
Parks Department - Trucks	45,000
Cemetery Department- Mowers & Truck	36,000
Police Department - Cruisers & Motorcycle	132,000
Animal Control Department - Truck	20,000
Street Department - Backhoe	100,000
Sanitation Department - Truck	20,000
Fire Truck Reserve	700,000
TOTAL EXPENDITURES	1,073,000
Ending Balance	\$ 741,912

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program

General Fund

2012-2013

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
HR	0136	09 Dodge Durango	1101					25,899
Total Five Year HR				0	0	0	0	25,899
MIS	0138	07 Dodge Caravan	1701					20,420
		1998 Ford Expedition 4x2	1703	41,447				
Total Five Year MIS				41,447	0	0	0	20,420
Police	0141	99 Box Trailer	2001					
		99 Supreme Trailer	2002					
		RT50-Radar Trailer	2003	10,220				
		02 Ford Explorer XLT 4X2	2004		32,361			
		94 International Armored Van	2005					
		10 Dodge Charger	2006					
		06 Dodge Durango	2007				28,116	
		04 Toyota Prius Hybrid	2008		28,664			
		06 BMW R15 CHP Motorcycle	2009	21,848				
		05 Ford F250 P/IU	2010			37,796		
		10 Dodge Charger	2011				20,401	
		07 Dodge Charger	2012	46,605				
		96 455 John Deere Mower	2013					
		09 Dodge Charger	2014		21,678			
		09 Dodge Ram	2015		23,486			
		01 Ford Exploerer XLS 4x2	2016	30,159				
		08 Dodge Charger	2017	48,906				
		08 Dodge Durango	2018					
		10 Dodge Charger	2019					
		12 Chevrlot Tahoe	2021					
		08 Dodge Charger	2022	49,105				
		08 Dodge Charger	2023	49,105				
		12 Chevrolet Tahoe	2024					
		09 Dodge Charger	2025		49,565			
		11 Honda Motorcycle	2026					25,213
		04 Ford Expedition	2027		67,347			
		11 Honda Motorcycle	2028					25,213
		03 Chevrolet Tahoe	2029	39,554				
		08 Dodge Charger	2030	49,105				
		07 Dodge Charger	2031	46,605				
		12 Chevrolet Silverado	2032					24,998
		08 Dodge Charger	2033	49,105				
		09 Dodge Charger	2034		49,565			
		12 Chevrolet Tahoe	2035					
		07 Dodge Charger	2036	44,765				
		09 Dodge Charger	2037		49,565			
		09 Dodge Charger	2038		49,565			
		07 Dodge Charger	2040	46,605				
		07 Dodge Charger	2041	48,905				
		07 Dodge Charger	2042	46,605				
		02 Ford Explorer XLT 4X2	2043	30,159				
		07 Dodge Charger	2044	46,605				
		07 Dodge Charger	2045	48,905				

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program

General Fund

2012-2013

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Police (Con't)	0141	85 Chevrolet Caprice	2046					
		12 Chevrolet Tahoe	2048					
		06 Gulf Stream Coach	2052					25,200
Total Five Year Police Department				752,866	371,796	37,796	48,517	75,424
Animal Control	0143	01 16' Utility Trailer	2101					
		82 Kubota Mower	2102	5,865				
		07 Dodge 2500 Quad Cab	2103					
		09 Dodge Ram	2104					
		01 Ford 1/2 Ton Ext. Cab	2105	29,219				
		GI Trailer	2106					
Total Five Year Animal Control				35,084	0	0	0	0
Fire Department	0147	2000 Ford 550 4x4 Truck	2501			224,112		
		02 Chevrolet Tahoe	2502	31,664				
		53 Amercian La France	2503					
		09 Ford F-350 Ambulance	2504					
		01 Ford 550	2505					153,992
		07 Dodge Pick-Up	2506					
		2002 Ford Explorer XLT	2507	32,361				
		09 Dodge Durango	2508					
		03 Chevrolet Tahoe	2509	39,539				
		29 Seagraves	2510					
		96 Sutphen 70' Aerial Ladder	2511	840,474				
		00 Spartan 2142 Pumper Truck	2512			421,074		
		03 Ford Ambulance	2514					
		00 Spartan 2142 Pumper Truck	2515			421,074		
		08 C&M 76x16FH Trailer	2516					
		08 Ford F250 4x4	2517					
		06 Sutphen Fire Truck	2518					
		07 Dodge Durango	2519					31,987
		99 Supreme Utility Trailer	2520					
		05 Box Trailer Pace	2523					
		05 Spartan Haz-Mat Truck	2524					
		08 Dodge 1500	2525					
		08 Dodge 1500	2526					
		10 Spartan Cab over Fire Truck	2527			944,678		
		Defibulators			127,134			
Total Five Year Fire Department				944,038	127,134	2,010,938	0	185,979
Health	0148	07 Dodge Dakota	4355					19,414
		11 Dodge Dakota	4356				19,820	
		05 Chevrolet 1/2 Ton S-10	4357	20,983				
Total Five Year Health				20,983	0	0	19,820	19,414
Cemetery	0152	01 John Deere 5410 Tractor	3201					
		01 Bush Hog	3202					
		01 18' Utility Trailer	3203					
		03 Lesco 60" Zero Turning Mower	3204	6,894				
		03 Lesco 60" Zero Turning Mower	3205					
		03 Case Skid Steerloader M#40XT	3206					
		04 Pace 14' Cargo Trailer	3207					

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program

General Fund

2012-2013

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Cemetery (Con't)	0152	07 John Deere 60" Z-Trak Mower	3209	10,030				
		07 John Deere 60" Z-Trak Mower	3210	10,030				
		07 Dodge Ram 1500	3211	20,899				
		08 John Deere HPX 4x4 Gator	3212					
		02 Rhino 6' Mower	3213					
		00 Chev 3/4 Ton Pickup	3260	29,400				
		04 Ford 1 1/2 Ton Dsl Dump Truck	3261					
		99 JDeere Loader/Backhoe	3263		113,856			
		02 Ford 1/2 Ton Pickup 4X2	3264	20,563				
		95 6'4"x10' Single Axle Utility Trailer	3267					
		95 Prower Pro LT 4218, Riding Mower	3268					
		00 Steiner Mower, 61" Deck	3269	6,894				
		Two Wheel Trailer	3271					
		93 Homemade Trailer	3272					
		Two Wheel Trailer	3273					
		98 Ramsones Bov Cat Riding Mower	3274					
		98 Ford F-800 Dump Truck	3278	68,990				
		00 Steiner Mower, 61" Deck	3279	6894				
Total Five Year Cemetery				180,594	113,856	0	0	0
Parks	0153	Homemade Trailer	3901					
		51 Trailer	3902					
		93 Mosquito Sprayer	3903					
		03 Jacobsen Diesel 4WD Mower	3904	74,959				
		95 18' Utility Trailer	3905					
		95 John Deere Tractor	3906	52,558				
		03 Ford 1/2 T Diesel Dump Truck	3907					
		08 Dodge Ram 2500	3908					
		02 Utility Trailer with Ramps	3909					
		01 Ford 3/4 Ton Pickup	3910					
		16' Smoke Craft Boat	3911					
		03 Ford 1 Ton Flat Bed Truck	3912	35,456				
		03 Ford 3/4 Ton	3913					
		97 Ford 1/2 Ton	3914					
		08 John Deere 997Z Trac	3915					
		93 John Deere Backhoe	3916	69,918				
		99 Massey Ferguson Tractor	3917		61,870			
		99 Massey Ferguson Tractor	3918		61,870			
		99 John Deere Gator 4x2	3919	7,578				
		89 Interstate Trailer	3920					
		00 Road Master Blade	3921					
		07 John Deere 757 60" Z-Trak Mower	3922					
		00 Rhino Servcie Mower	3923	13,600				
		00 Rhino Servcie Mower	3924	13,600				
		05 John Deere 757 Mower	3925					
		03 18' Carhauler	3926					
		06 Ford F150	3927	21,255				
		07 New Holland Skid Loader	3928					30,470
		01 Bush Hog Auger	3929					

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program

General Fund

2012-2013

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Parks (Con't)	0153	97 Miller Bobcat Welder & Trailer	3930					
		99 20' Gooseneck Trailer	3931					
		02 Kubota Riding Mower	3932					
		01 18' Utility Trailer	3933					
		03 Exmark Mower 5' Cut	3934					
		03 Freightliner 13 Yard Dump Truck	3935					145,904
		08 4320 John Deere Loader	3936					
		03 Rhino 6' Mower	3937					
		03 7' Rhino Mower	3938					
		08 John Deere 997Z Trac	3939					
		04 Jacobsen Utility Vehicle	3940					
		2004 Kubota 72" Cut Zero Turn Mower	3941					
		05 Fabrique Flat Bed Trailer	3942					
		08 John Deere HPX Gator 4x4	3943					
		08 John Deere HPX Gator 4x4	3944					
		08 John Deere 647 Quick Trac	3945					
		08 John Deere TLB 110 Backhoe	3946					
		08 Top Hat BP Utility Trailer	3947					
		08 Top Hat BP Utility Trailer	3948					
		94 Vermeer Tree Spade	3949	32,190				
		92 Falcon Trailer	3950					
		09 Salsco 8635 Wood Chipper	3951					
		08 Ford F750 Blue Diamond	3952					
		01 John Deere Tractor & Boom Mower	3953					
		92 Homemade Trailer	3954				34,000	
		01 Ford F250 Diesel	3955	31,847				
		97 John Deere 455 Tractor Mower	3956					
		John Deere Gator HPX 4x4	3957					11,186
		John Deere Gator TX 4x2	3958					9,240
		John Deere 997 Mower	3960					16,085
		John Deere 997 Mower	3961					16,085
		John Deere 647A	3962					6,999
		75 Wood Chipper	3964					
		Box Blade 6"	3965					
		95 Rhino Rotary Cutter Mower	3966					
		Water Trailer	3967					
		Utility Trailer	3972					
		Rhino Pull Mower	3973					
Total Five Year Parks Department				352,961	123,740	0	34,000	235,969
Golf	0155	07 Deere Core Harvester	3101	8,824				
		01 Ryan Greens Aerator	3102	18,431				
		03 Jacobsen Green King Diesel	3108					
		03 Jacobsen Spray Tek Cushman	3111		26,040			
		03 Bedknife Grinder	3112					
		03 Reel Spin Grinder	3113					
		10 John Deere 2500B Triplex Mower	3114					
		07 Deere 4500 Tractor	3115					
		06 Tycrip Top Dresser	3116					

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program General Fund 2012-2013

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Golf (Con't)	0155	07 Dodge Ram 1500	3117					
		10 John Deere 7200 Triplex Trim Mower	3118					
		10 John Deere 2030A Progator	3119					
		08 Toro Procore 648	3121					
		08 Toro Procore 648	3122					
		08 E-Z Go MPT 1200	3128					
		08 E-Z Go MPT 800-E	3129					
		08 E-Z Go MPT 1200	3130					
		08 E-Z Go MPT 800-E	3131					
		09 MP5700 Toro Sprayer	3132					
		09 Salsco Greens Roller	3133					
		00 Turfco 85800 Topdresser	3166	12,593				
		97 John Deere 5200 Tractor	3170	30,148				
		95 7BLD Reelmaster Gang Reel Mower	3173					
		99 Utility Trailer 16'	3174					
		85 Fairway Aerifyer	3179					
		96 Ford F150	3182	25,120				
		Box Blade	3184					
Total Five Year Golf				95,116	26,040	0	0	0
Building Maintenance	0161	04 Ford F150 Reg Cab XLT	1601		34,458			
		00 Chevrolet 1/2 Ton	1603	23,364				
		93 Homemade Utility Trailer	1604	8,000				
		02 Ford 3/4 Ton Pickup	1610	24,913				
Total Five Year Building Maintenance				56,277	34,458	0	0	0
Public Works	0171	04 Chevrolet Tahoe	4203		41,257			
Five Year Public Works				0	41,257	0	0	0
Engineering	0172	07 Dodge Durango	4601					27,593
		04 Ford F250Crew Cab 4x4	4603		39,313			
Total Five Year Engineering				0	39,313	0	0	27,593
Inspections	0176	08 Dodge Dakota	4702					
		08 Dodge Dakota	4703					
Total Five Year Inspections				0	0	0	0	0
Fleet Maintenance	0178	95 Miller Welder/Generator	4404	15,900				
		95 Gibson't 18' Carhauler	4405					
		95 John Deere Riding Mower 455	4406	19,400				
		85 John Deere Tractor	4407					
		00 Generator Set/Fleet Main Gate	4408					
		08 335 Peterbilt Rollback Wrecker	4409					
		09 Generator/Fleet Back Gate	4412					
		98 Onan Generator by City Hall	4414					
		00 Onan Generator behind Police	4416					
		00 Chev 1 Ton Pickup	4417	35,423				
		03 Ford 1 Ton Pickup	4419	39,985				
		08 Dodge 2500	4493					
		04 Ford 1 1/2 ton diesel XL	4495		45,797			
		68 Anthony Fork Lift	4497	7,000				
		81 Allis Chamlers Fork lift	4498					
Total Five Year Fleet Maintenance				117,708	45,797	0	0	0

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program

General Fund

2012-2013

DEPARTMENT	FUND-DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Street Maintenance	0179	10 Etnyre Lowboy Trailer	4901					
		Two Wheel Trailer	4902					
		07 Top Hat 20' Trailer	4904					
		93 Homemade Trailer	4905					
		98 John Deere Skid Steer Loader	4906					
		11 Caterpillar CB14 Roller	4907					
		03 Massey Ferguson Tractor	4911					
		02 Ingersoll Rand Air Compressor	4913	15,316				
		03 72" Land Pride Mower	4914					
		Solar-tech MB3-2248 Trailer	4915	20,915				
		05 Ingresoll-Rand Paving Machine	4918					
		08 Solar Tech Silent Messenger	4919					
		07 Crafc0 Supershot 125 DC	4922					
		04 Ford 1/2 Ton Pickup	4930		25,411			
		11 Dodge 1500	4931				20,193	
		11 Dodge 1500	4932				20,986	
		95 JDeere Maintainer	4933			216,668		
		82 Mack Truck Trailer/5th Wheel	4937	12,600				
		07 Mack CTP713 Dump Truck	4939					
		96 Case 621B Loader	4942	164,622				
		01 Mack 12 Yard 5 T Dump Truck	4943				135,290	
		04 Ford Rebuilt Asphalt Truck	4944					
		01 Mack Dump Truck	4945			144,660		
		09 GU713 Mack Dump Truck	4946					
		02 Rhino 15' Bat Wing Mower	4950					
		01 Case Loader/Backhoe	4964					109,418
		01 Ford Diesel 4 Yd. Dump Truck	4965				64,158	
		11 Dodge 3500 Dump Truck	4966					
		08 Dodge 3500 Dump Truck	4967					
		99 Hamm Asphalt Roller	4968		154,424			
		01 Ford 1/2 Tom	4970	24,522				
		99 Swenson Box Spreader	4971		20,922			
Total Five Year Street Department				237,975	200,757	361,328	240,627	109,418
Sanitation	0191	07 Dodge Ram 1500	8180					24,192
		05 Volvo Sanitation Truck	8181					
		04 Volvo Sanitation Truck	8182					
		09 Mack Sanitation Truck	8183					
		98 18' Utility Trailer	8184					
		07 Volvo Sanitation Truck	8185					
		07 Volvo Sanitation Truck	8186					
		03 Volvo Sanitation Truck	8187					
		08 Mack Sanitation Truck	8188					
		07 Volvo Sanitation Truck	8189					
		02 Ford 1/2 T Full Size Pickup	8190	20,563				
		06 GMC Grapple Truck	8191					142,755
		07 Dodge Ram 1500	8201					24,389
		98 Track Loader 953 Cat	8202					
		02 John Deere TrackLoader	8203					

CITY OF CLEBURNE

Leased Equipment Five Year Improvement Program

General Fund

2012-2013

DEPARTMENT	FUND- DEPT	YEAR MAKE	UNIT	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Sanitation (Con't)	0191	07 John Deere Tractor	8204					
		07 John Deere Bat Wing Mower	8205					
		83 Caterpillar Grader	8293					
		72 Dodge Water Truck	9297					
		04 John Deere Skidsteer Loader	8801					
		07 JDeere 60" Mower	8803	8,880				
		97 Case 4-Wheel Loader	8806					
Total Five Year Sanitation				29,443	0	0	0	191,336
Housing	0668	04 Ford Expedition	6416					
Total Five Year Sanitation				0	0	0	0	358,480
Total Lease Equipment Improvement Fund				2,864,492	1,124,148	2,410,062	342,964	891,452

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITALIZATION POLICY

Items will be capitalized as follows:

1. The expected normal useful life is three years or more; and
2. The items unit cost is \$5,000 or more. Exceptions to this dollar limit include, but are not limited to books that are part of a library and museum artifacts; and
3. The item belongs to one of the classes of property which are usually considered fixed assets, i.e. land, streets, structures, heavy equipment, vehicles.
4. Items used only in sets, or multiple units, which as a collective unit have a total value in excess of \$5,000, and meet all other capitalization requirements.
5. Improvements and upgrades to existing fixed assets which exceed \$5,000 and extend the useful life of a fixed asset by more than three years.
6. The item is not consumed, altered, or materially reduced in value immediately after use, and meets all other capitalization requirements.

Items that will NOT be capitalized are as follows:

1. Items which are installed or added to an existing fixed asset which merely return the asset to a functioning product, i.e. roof repair, utility cut. These items will be considered maintenance expense.
2. Items that require regular replacement due to rapid wear, i.e. items with a useful life of less than three years.
3. Items whose usefulness is destroyed after one time use, i.e. items with a useful life of less than three years.
4. The item has such a nominal value that inclusion as a fixed asset would result in administrative costs which exceed the value of the article.

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM INCLUSION POLICY

Capital infrastructure, facilities, and equipment require substantial amounts of the cities limited resources to reach fruition. Limited resources make it crucial that special planning, financing and management are implemented to ensure the best package of capital needs the city can afford is provided to the citizens. The Capital Improvement Plan is a long term planning tool used to provide management with a blueprint that establishes the public infrastructure needed to support the city's development. This will ensure that the most needed projects are addressed and completed in a fiscally responsible and timely manner.

The Capital Improvement Plan identifies the capital needs of the city and the revenues and other fund types needed to finance the projects. The Leased Equipment Improvement Program will continue to be utilized to fund replacement vehicles and copiers. To be included in the Capital Improvement Plan, a project must:

1. Qualify as a capital expenditure under the city's Capitalization Policy, other than replacement vehicles and copiers;
2. have a useful life of not less than three years;
3. and exceed \$25,000.

The Capital Improvement Plan is the basis for the current fiscal year's Capital Budget. The Capital Budget represents the first year of the plan, and establishes projects that will be started, continued, or completed in the current fiscal year. The Capital Budget differs from the Operating Budget in that the funds for capital projects are appropriated through the completion of the project even if the construction extends beyond the current fiscal year.

CITY OF CLEBURNE
Five Year Capital Improvement Program
2012-2013

Department	2012-2013	2013-2014	2014-2015	2015-2016	2016 to Completion	2012-2013 Funding	Council Districts
General Fund Departments							
Human Resources							
Automated Time Keeping System	41,500					01	All
Information Technology							
Data Storage	30,000					23	All
Phone System					200,000		All
Police Department							
Police Department Renovation		150,000	1,500,000				1
Animal Control							
Animal Shelter Expansion	67,650					53	3
Parks and Recreation							
Lake Pat Cleburne Restroom at East Boat Ramp		85,000					2
Lake Pat Cleburne East Park Improvements		300,000	3,000,000	2,000,000	7,000,000		2
Playground Upgrades for Westhill & PD Laceywell Parks			35,000				2,3
Hulen Park Improvements			40,000	450,000			2
Skateboard Park				20,000	300,000		
Children's Safety City				10,000	130,000		
Buddy Stewart Park Improvements					430,000		All
Multi-Function & Education Building at McGregor Park					380,000		1
Westhill Park Improvements					98,000		2
Northwest Linear Park-Hwy 121 & Ridgeway connection					2,575,000		3
Splash Station							
Major Water Feature		20,000	325,000				2
Sports Complex							
Leveling Soccer & Football Fields		150,000					4
Conference Center							
Outdoor Electronic Message Board		35,000					All
Portable Exhibit Hall Room Divider		30,000					All
Stage			12,000				All
Tables		7,800					All
Library							
Library Books	31,500	31,500	31,500	31,500		01	2
Library Renovation		75,000	750,000				1
Museum							
Layland Museum Renovations		2,000,000		2,000,000			4
Railroad Museum	850,000					09	4
Development Services							
Downtown Parking Lot & Sidewalk Improvements		225,500	100,000	100,000	200,000		3,4
Totals - General Fund Departments	1,020,650	3,109,800	5,793,500	4,611,500	11,313,000		

Water-Wastewater Departments							
Water Distribution *							
5MG Water Treatment Plant Expansion Design & Construction	261,731				11,650,000	WIF Bonds	2
Water Master Plan		60,000					All
Lake Whitney Treatment Plant Phase I			2,029,000	2,029,000	33,925,000		All
East Lake Marti Loop Closure					160,000		3
East Loop 16" Phase II					918,000		4
Lake Pat Cleburne Dam Probably Max Flood Improvements					3,500,000		All

CITY OF CLEBURNE
Five Year Capital Improvement Program
2012-2013

Department	2012-2013	2013-2014	2014-2015	2015-2016	2016 to Completion	2012-2013 Funding	Council Districts
Water-Wastewater Departments Continued							
Wastewater Treatment							
174 Interceptor - Design & Construction	115,324					76	3,4
Westside Re-Use Loop				1,500,000	13,072,000		3
Total - Water-Wastewater Departments - Current Funds	377,055	60,000	2,029,000	3,529,000	63,225,000		

Airport							
Terminal Building		90,000	900,000			61	1
Total - Airport	0	90,000	900,000	0	0		

CAPITAL FUND
General Capital Projects
Fund 53
Summary of Receipts & Disbursements
2012-2013

This fund is for general capital projects. Funding sources include Gas Lease & Royalty revenue and General Fund revenues.

	Proposed 2012-2013
Beginning Fund Balance	\$ 412,040
Revenues:	
Interest Income (5317-6735)	1,500
Transfer from Mineral & Lease Fund (5321-7121)	350,000
General Capital Funding (5321-7101)	0
TOTAL FUNDS AVAILABLE	763,540
Expenditures:	
Comprehensive Land Use Plan (5374-8XXX)	275,000
Subdivision, Zoning & Development Standards Revision (5374-8XXX)	75,000
Animal Shelter Expansion (5343-88XX)	67,650
Annexation (5371-8XXX)	270,000
Street Improvement (5379-88XX)	16,000
TOTAL EXPENDITURES	703,650
Ending Fund Balance	\$ 59,890

CAPITAL PROJECT FUND
Performance Contract Capital Fund
Fund 55
Summary of Receipts & Expenditures
2012-2013

This fund was developed to tract savings and costs associated with the 2009 Performance Contract. Savings and increased revenues from the General Fund, Cletran Fund, Airport Fund and Water-Wastewater Fund are transferred to this fund to provide for the payment of SECO Revolving Loans and the 2009 Combination Tax and Revenue Bonds.

	Proposed 2012-2013
Beginning Fund Balance	\$ 811,905
Revenues:	
Transfer from General Fund (5521-7101)	89,239
Transfer from Cletran Fund (5521-7108)	1,126
Transfer from Water-Wastewater Fund (5521-7160)	933,019
Interest Income (5517-6735)	1,500
TOTAL FUNDS AVAILABLE	1,836,789
Expenditures:	
Transfer to Debt Service Fund (5522-7202)	988,384
Other Services (5539-8699)	35,000
TOTAL EXPENDITURES	1,023,384
Ending Fund Balance	\$ 813,405

ENTERPRISE CAPITAL PROJECT FUND
WATER - WASTEWATER
2009 REVENUE BOND FUND
FUND 71
 Summary of Receipts and Expenditures
 2012-2013

In April 2009 the City of Cleburne issued \$1,180,000 in Water and Wastewater Revenue Bonds. This was the first step in expanding the Water Treatment Plant to ensure future water supplies are sufficient to meet the demands of our residential, commercial and industrial customers. This bond issue will fund the design, surveying, geotechnical and permitting fees associated with this plant expansion. These bonds are supported by the Texas Water Development Board and are deferred through 2012.

	Proposed 2012-2013
Beginning Fund Balance	\$ 6,196,173
Interest Income (7117-6735)	5,000
TOTAL FUNDS AVAILABLE	6,201,173
Expenditures - Wastewater Projects that we are working on:	
W57 Water Treatment Plant Expansion (7184-8820)	1,874,345
TOTAL WATER PROJECTS	1,874,345
TOTAL EXPENDITURES	1,874,345
Ending Fund Balance	\$ 4,326,828

ENTERPRISE CAPITAL PROJECT FUND
WATER - WASTEWATER
2009 REVENUE BOND FUND
FUND 72
 Summary of Receipts and Expenditures
 2012-2013

In April 2009 the City of Cleburne issued \$4,750,000 in Water and Wastewater Revenue Bonds. This was the first step in the development of the Whitney Water Supply to ensure future water supplies are sufficient to meet the demands of our residential, commercial and industrial customers. This bond issue will fund the design, surveying, geotechnical and permitting fees associated with this development. These bonds are supported by the Texas Water Development Board and are deferred through 2012.

		Proposed 2012-2013
Beginning Fund Balance		\$ 4,213,053
Interest Income	(7217-6735)	2,500
TOTAL FUNDS AVAILABLE		4,215,553
Expenditures - Wastewater Projects that we are working on:		
W56 Whitney Water Treatment Plant	(7284-8820)	1,932,722
W56 Whitney Water Supply Line	(7284-8870)	1,314,957
TOTAL WATER PROJECTS		3,247,679
TOTAL EXPENDITURES		3,247,679
Ending Fund Balance		\$ 967,874

ENTERPRISE CAPITAL PROJECT FUND

WATER - WASTEWATER 2006 REVENUE BOND FUND

Fund 76

Summary of Receipts and Expenditures 2012-2013

In April of 2006 the City of Cleburne issued \$12,875,000 in Water and Wastewater Revenue Bonds. This will ensure utilities and streets necessary to support the additional schools in the City of Cleburne will be completed. This sale included \$6,595,000 which was used to refund old higher cost debt, and \$6,280,000 to use in the construction of the infrastructure for the new City of Cleburne schools.

		Proposed 2012-2013
Beginning Fund Balance		\$ 1,330,114
Interest Income	(7617-6735)	3,000
TOTAL FUNDS AVAILABLE		1,333,114
Expenditures - Water Projects that we are working on:		
W25 Improvements to Lake Pat Cleburne	(7683-8880)	20,000
TOTAL WATER PROJECTS		20,000
Expenditures - Wastewater Projects that we are working on:		
S07 HWY 174N Interceptor	(7696-8830)	115,324
S09 Midway Station Outfall	(7696-8830)	357,403
TOTAL WASTEWATER PROJECTS		472,727
TOTAL EXPENDITURES		492,727
Ending Fund Balance		\$ 840,387

PAGE NO: 2	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED All			
RESPONSIBLE DEPARTMENT Information Technology			PROJECT TITLE Data Storage Expansion/Server Cost Reduction				PROJECT NO	ACCOUNT NO(S) 23-77-8990			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ document storage this year Essential <u> X </u> Desirable _____ Defferable _____ Currently the Data Storage capacity is at 50% of 12 terabytes available. The need for available 8 TB backup space for is almost exhausted. In addition I propose a virtual Server/Storage solution to add more storage space and reduce the amount of physical Servers that need to be maintained. Annual maintenance support agreements are costly on average cost \$1000 per server for a one to two year 4 hour support agreement. Additional with the laserfiche storage project beginning this year we are on track to store about 1 terabyte of							FUNDING TOTAL COST <u> \$ </u> 30,000 TOTAL FUNDED _____ TOTAL UNFUNDED <u> \$ </u> 30,000				
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact Annual Cost/(Savings) Personnel _____ Operations _____ # Positions _____ Capital _____ Total <u> \$ </u> -			IMPACT EXPLANATION Reduction in server replacement and maintenance cost and streamlining the maintenance and care is paramount in keeping the City data and information available to its Citizens and Staff. The data storage needs have increased to about 1 terabyte per year. The cost of extending warranties and the purchasing of new server equipment along with data storage retention capabilities has a direct impact on the City budget. We can continue to invest in the replacement of servers at \$2000 per year and warranty renewal at \$5-6 thousand per year. However if we develop and new strategy of consolidating servers and expansion of data storage can reduce the current server farm of 31. By doing this the cost of server warranties that we are spending on annual basis will be reduced and eliminated as we replace the physical server will have in place now. An additional impact will be the reduced server management from the IT staff allowing for the IT department to work on other projects.								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design									\$ -		Number of Months
Construction									\$ -	Design	0
Equip & Furnishings									\$ -	Land/Right of Way	0
Other			30,000						\$ 30,000	Construction	0
TOTAL COSTS		\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	0
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other			30,000						\$ 30,000		
Unfunded									\$ -		
TOTAL SOURCES		\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000		

PAGE NO: 4	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1					
RESPONSIBLE DEPARTMENT Police Department			PROJECT TITLE Police Station Purchase & Renovation				PROJECT NO	ACCOUNT NO(S) 2141-8820					
PROJECT JUSTIFICATION										FUNDING			
Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____										The Cleburne Police Department is in dire need of additional space. We have repeatedly had to add office space to allow us to grow. The building that we are currently in has no space left available for additional expansion. We propose that the library be moved to a new location in order to allow the Cleburne Police Department to expand into that part of the building. During that expansion, the building can be remodeled to meet our needs as well as those of the citizens of Cleburne.		TOTAL COST <u> \$ 3,466,429</u>	
										TOTAL FUNDED <u> \$ 1,816,429</u>			
										TOTAL UNFUNDED <u> \$ 1,650,000</u>			
IMPACT ON OPERATING BUDGET					IMPACT EXPLANATION								
<input checked="" type="checkbox"/> Will Impact Annual Cost/(Savings)					This construction project could increase the cost of utilities for the police department. The use of energy efficient utility systems throughout the building could however result in a cost savings or no increase in costs. Building maintenance costs should decrease in the initial years of operation. No additional personnel will be necessary with this new facility.								
<input type="checkbox"/> Will Not Impact Personnel _____													
Operations _____													
# Positions _____ Capital _____													
Total <u> \$ -</u>													
PROJECT COSTS		THRU	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to	TOTAL	PROJECT SCHEDULE			
		09-2012						Completion			Number of Months		
Design				\$ 150,000					\$ 150,000				
Construction					\$ 1,250,000				\$ 1,250,000	Design	6		
Equip & Furnishings					\$ 250,000				\$ 250,000	Land/Right of Way	6		
Other		\$ 1,816,429							\$ 1,816,429	Construction	9		
TOTAL COSTS		\$ 1,816,429	\$ -	\$ 150,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 3,466,429	Other	3		
SOURCE OF FUNDS		THRU	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to	TOTAL	TOTAL MONTHS			
		09-2012						Completion			24		
Current Funds									\$ -				
GO Issued									\$ -				
GO Unissued									\$ -				
Certificates of Obligation		\$ 1,720,000							\$ 1,720,000				
Revenue Bonds Issued									\$ -				
Revenue Bonds Unissued									\$ -				
Fund 21		\$ 96,429							\$ 96,429				
Other									\$ -				
Unfunded				\$ 150,000	\$ 1,500,000				\$ 1,650,000				
TOTAL SOURCES		\$ 1,816,429	\$ -	\$ 150,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 3,466,429				

PAGE NO: 5	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 3			
RESPONSIBLE DEPARTMENT Animal Control			PROJECT TITLE Animal Control Facility Expansion				PROJECT NO	ACCOUNT NO(S) 5343-88XX			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____			The City of Cleburne Animal Shelter is small and does not have adequate space to humanely hold the large number of animals that pass through the facility. We would like to expand the existing building to provide more space to hold animals. The space would also provide a better environment for the public to view the animals for adoption.					FUNDING TOTAL COST <u> \$ 90,000</u> TOTAL FUNDED <u> \$ 100,000</u> TOTAL UNFUNDED <u> \$ -</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION The expansion of the current facility is expected to increase utility and maintenance costs. However, conservation efforts are being employed to keep those costs as low as possible. No additional personnel will be needed for this project.								
			Annual Cost/(Savings) Personnel _____ Operations <u> \$ 9,000</u> Capital _____ Total <u> \$ 9,000</u>								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design									\$ -		Number of Months
Construction		\$ 22,350	\$ 67,650						\$ 90,000.00	Design	6
Equip & Furnishings									\$ -	Land/Right of Way	0
Other									\$ -	Construction	6
TOTAL COSTS		\$ 22,350	\$ 67,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00	Other	1
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other		\$ 22,350	\$ 77,650						\$ 100,000.00		
Unfunded									\$ -		
TOTAL SOURCES		\$ 22,350	\$ 77,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00		13

PAGE NO: 6	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Lake Pat Cleburne Restroom at East Boat Ramp				PROJECT NO	ACCOUNT NO(S) 0153-8820			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> x </u> Desirable _____ Defferable _____ This request is to place a restroom facility in the vicinity of the east boat ramp at Lake Pat Cleburne. For many years we have utilized port-a-potties with very poor results. This project is intended to use prefabricated restrooms similar to those placed at the golf course.								FUNDING TOTAL COST <u> \$ 85,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 85,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			Annual Cost/(Savings) Personnel _____ Operations <u> 2,500</u> Capital _____ Total <u> \$ 2,500</u>				IMPACT EXPLANATION Additional personnel will not be necessary for this project. Operating budget impact will relate to cleaning supplies, maintenance, water and sewer charges.				
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design									\$ -		Number of Months
Construction				85,000					\$ 85,000	Design	
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	2
TOTAL COSTS		\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	2
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded				85,000					\$ 85,000		
TOTAL SOURCES		\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000		

PAGE NO: 7	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Lake Pat Cleburne Park Improvements				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION											
Place and X by the most accurate ranking of the project			Currently planning is being accomplished for a plan for recreation improvements to Lake Pat Cleburne areas. It is anticipated that the first improvements will be targeted for the East side of the lake between the main boat ramp and the dam. These improvements will include such items as walking trails, fishing access improvements, landscaping, irrigation, lighting, utility relocations (overhead electrical), etc. This request is for a multi-year project for improving Cleburne's most important recreational asset. Besides the recreational value, this is an investment in the quality of life that will help distinguish Cleburne from competing cities such as Burleson. Cleburne is unique in that we have a resource such as the Lake and improvements will return the investment many times over.							FUNDING	
Mandatory _____										TOTAL COST \$ 12,300,000	
Essential <u> x </u>										TOTAL FUNDED \$ -	
Desirable _____										TOTAL UNFUNDED \$ 12,300,000	
Defferable _____											
IMPACT ON OPERATING BUDGET			IMPACT EXPLANATION								
<input checked="" type="checkbox"/> Will Impact			Additional personnel will be necessary to maintain the new parks and facilities. Plans for the improvements will not be available until the 08-09 mid-year. Therefore actual operating budget impacts are unknown. The impact numbers provided are based on one part time and one full time employee and operating costs of established parks within the city.								
<input type="checkbox"/> Will Not Impact											
Annual Cost/(Savings)											
Personnel 50,000											
Operations 20,000											
# Positions 1.5											
Capital											
Total \$ 70,000											
PROJECT COSTS											
	THRU						2017 to				
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL	PROJECT SCHEDULE		
Design			30,000	150,000				\$ 180,000	Number of Months		
Construction			270,000	2,850,000	2,000,000	2,000,000	5,000,000	\$ 12,120,000	Design 6		
Equip & Furnishings								\$ -	Land/Right of Way		
Other								\$ -	Construction 48		
TOTAL COSTS	\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ 2,000,000	\$ 2,000,000	\$ 5,000,000	\$ 12,300,000	Other		
SOURCE OF FUNDS											
	THRU						2017 to				
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL	TOTAL MONTHS		
Current Funds								\$ -	54		
GO Issued								\$ -			
GO Unissued								\$ -			
Certificates of Obligation								\$ -			
Revenue Bonds Issued								\$ -			
Revenue Bonds Unissued								\$ -			
Fund 21								\$ -			
Other								\$ -			
Unfunded			300,000	3,000,000	2,000,000	2,000,000	5,000,000	\$ 12,300,000			
TOTAL SOURCES	\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ 2,000,000	\$ 2,000,000	\$ 5,000,000	\$ 12,300,000			

PAGE NO: 8	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2,3			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Playground Upgrades for Westhill and P.D. Lacewell Parks				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable _____ Defferable _____ X _____ Both of these playgrounds require replacement of fall zone material. In doing so, a retaining sidewalk and shade structures are advisable similar to those installed at Hulen and Carver Parks.								FUNDING TOTAL COST \$ 35,000 TOTAL FUNDED \$ - TOTAL UNFUNDED \$ 35,000			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact Annual Cost/(Savings) <input type="checkbox"/> Will Not Impact Personnel _____ Operations 1,000 # Positions _____ Capital _____ Total \$ 1,000			IMPACT EXPLANATION Annual replacement of fall zone material for the playground due to wear and deterioration will be required as normal maintenance.								
PROJECT COSTS		THRU						2017 to	TOTAL	PROJECT SCHEDULE	
		09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion			Number of Months
Design									\$ -		
Construction					35,000				\$ 35,000	Design	2
Equip & Furnishings									\$ -	Land/Right of Way	0
Other									\$ -	Construction	4
TOTAL COSTS	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	Other	0
SOURCE OF FUNDS		THRU						2017 to	TOTAL	TOTAL MONTHS	
		09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion			6
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded					35,000				\$ 35,000		
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000		

PAGE NO: 9	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Hulen Park Improvements				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> x </u> Desirable _____ Defferable _____ This request is for general improvements to Hulen Park to include pathway lighting, pavilion improvements, irrigation and pond aerification improvements. Lighting would be installed along the walking path, irrigation in select areas, replacement of outdated picnic pavilion and a major water feature that would provide beautification and water quality enhancement.								FUNDING TOTAL COST <u> \$ 490,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 490,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			Annual Cost/(Savings) Personnel _____ Operations <u> 20,000</u> Capital _____ Total <u> \$ 20,000</u>				IMPACT EXPLANATION Operational expense would be increased due to this project. Utilites would possibly be increased through lighting and water for irrigation. The exact increase is unknown at this time as plans have not been developed. Upon completion of plans these cost can be estimated. The impact numbers are based on other parks within the city.				
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design					40,000				\$ 40,000		Number of Months
Construction						450,000			\$ 450,000	Design	6
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	18
TOTAL COSTS		\$ -	\$ -	\$ -	\$ 40,000	\$ 450,000	\$ -	\$ -	\$ 490,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	24
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded					40,000	450,000			\$ 490,000		
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ 40,000	\$ 450,000	\$ -	\$ -	\$ 490,000		

PAGE NO: 10	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED Unknown			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Skate Board Park				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> x </u> Defferable _____			This project will serve a neglected segment of our youth and move this activity to a central location off the streets and areas these children are continually asked to leave. Currently the participants must use sidewalks or streets and are not welcomed. They are displaced and sometimes placed in situations that are not safe. Little is heard from this segment of the population for they lack a voice in the community.					FUNDING TOTAL COST <u> \$ 320,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 320,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			Annual Cost/(Savings) Personnel _____ Operations <u> 5,000</u> Capital _____ Total <u> \$ 5,000</u>		IMPACT EXPLANATION We do not anticipate extra personnel. The expenses will involve electrical and water expenses, with some general maintenance. Estimates are based on similar facilities within the city.						
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design						20,000			\$ 20,000		Number of Months
Construction							300,000		\$ 300,000	Design	4
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	6
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 300,000	\$ -	\$ 320,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	10
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded						20,000	300,000		\$ 320,000		
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 300,000	\$ -	\$ 320,000		

PAGE NO: 11	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED Unknown			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Children's Safety City				PROJECT NO	ACCOUNT NO(S) Unknown			
Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable _____ Defferable <u> X </u>			Parks Board members have received input from the community that indicates a need for a safety city for children. The purpose would be several fold including teaching children laws and regulations related to bicycles, automobiles and fire safety. It would be a tool used by schools, our police and fire department to benefit the community.				FUNDING TOTAL COST <u> \$ 140,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 140,000</u>				
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION If has been discussed placing the facility near a fire station. This would reduce the need for additional personnel. There may be grant funding that would assist in operation and construction of the facility.								
Annual Cost/(Savings) Personnel _____ Operations <u> 8,500</u> Capital _____ Total <u> \$ 8,500</u>											
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design						10,000			\$ 10,000		Number of Months
Construction							130,000		\$ 130,000	Design	2
Equip & Furnishings									\$ -	Land/Right of Way	0
Other									\$ -	Construction	9
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 130,000	\$ -	\$ 140,000	Other	0
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	
Current Funds									\$ -	11	
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded						10,000	130,000		\$ 140,000		
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 130,000	\$ -	\$ 140,000		

PAGE NO: 12	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1 - Serving All			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Buddy Stewart Park Improvements				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> X </u> Defferable _____ This project will provide planning and improvements for Buddy Stewart Park. This park area has a tremendous potential for serving Cleburne and Cleburne visitors. The park has developed a negative reputation that can only be corrected by developing positive activities for people with good intentions. This project should eventually connect with other planned recreational activities anticipated around Lake Pat Cleburne. Planning must be completed to fully determine the needs and possibilities. Carter and Burgess is currently in the process of master planning and results should be available in the Fall of 2008. Initially we have some concerns for control of traffic in areas that have been destructive. We would like to place fencing in strategic locations and introduce some activities such as disk golf, model airplane field and improved fishing facilities and trails.								FUNDING TOTAL COST <u> \$ 430,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 430,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____ Annual Cost/(Savings) Personnel <u> 40,000</u> Operations <u> 10,000</u> Capital _____ Total <u> \$ 50,000</u>			IMPACT EXPLANATION Expenses will include full-time maintenance personnel, herbicides, chemicals and utilities.								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design							30,000		\$ 30,000		Number of Months
Construction								400,000	\$ 400,000	Design	6
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	18
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 400,000	\$ 430,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	24
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded							30,000	400,000	\$ 430,000		
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 400,000	\$ 430,000		

PAGE NO: 13	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Multi-function and Education Building at Winston McGregor Park				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION											
Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> x </u> Defferable _____											
McGregor Park promises to be a highly utilized park for recreational and educational activities. We already have indications that the park will be a popular location for weddings, school outings, concerts and educational events. The renovated house will accommodate some of the smaller events, but a larger facility would expand the options and viability of the park considerably. The concept of this request is to place a structure due north of the house that would be approximately 4,000 to 5,000 square feet. It is envisioned that it would have one large open space suitable for receptions, education events, family reunions, meetings, etc. The building would also have restrooms, caterer kitchen and storage for tables and chairs. We would need audio visual capabilities. The facility would serve smaller events no appropriate for the Civic Center.											
FUNDING											
TOTAL COST								\$ 380,000			
TOTAL FUNDED								\$ -			
TOTAL UNFUNDED								\$ 380,000			
IMPACT ON OPERATING BUDGET					IMPACT EXPLANATION						
<input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions <u> 0.5 </u>					Expenses would include part time or contract labor to maintain the facility, supplies, utilities. It is believed that revenue will off-set the anticipated expenses.						
Annual Cost/(Savings)											
Personnel <u> 15,000</u> Operations <u> 6,000</u> Capital _____ Total <u> \$ 21,000</u>											
PROJECT COSTS											
	THRU						2017 to		PROJECT SCHEDULE		
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL		Number of Months	
Design						10,000		\$ 10,000			
Construction							350,000	\$ 350,000	Design	3	
Equip & Furnishings							20,000	\$ 20,000	Land/Right of Way		
Other								\$ -	Construction	12	
TOTAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 370,000	\$ 380,000	Other		
SOURCE OF FUNDS											
	THRU						2017 to		TOTAL MONTHS		
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL		15	
Current Funds								\$ -			
GO Issued								\$ -			
GO Unissued								\$ -			
Certificates of Obligation								\$ -			
Revenue Bonds Issued								\$ -			
Revenue Bonds Unissued								\$ -			
Fund 21								\$ -			
Other								\$ -			
Unfunded						10,000	370,000	\$ 380,000			
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 370,000	\$ 380,000			

PAGE NO: 14	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Westhill Park Improvements				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> x </u> Defferable _____			This project will include irrigation, lighting, landscaping and walking path upgrades					FUNDING TOTAL COST <u> \$ 98,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 98,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION Expenses will involve electrical and water utilities. Additional maintenance will be required for irrigation and improved fertilization and herbicide program.								
			Annual Cost/(Savings) Personnel _____ Operations <u> 6,500</u> Capital _____ Total <u> \$ 6,500</u>								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design							8,000		\$ 8,000		Number of Months
Construction								90,000	\$ 90,000	Design	3
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	6
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 90,000	\$ 98,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	
Current Funds									\$ -		9
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded							8,000	90,000	\$ 98,000		
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 90,000	\$ 98,000		

PAGE NO: 15	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 3			
RESPONSIBLE DEPARTMENT Parks and Recreation			PROJECT TITLE Northwest Linear Park-Hwy 121 and Ridgeway connection				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION											
Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable _____ Defferable <u> X </u>											
This park would serve as a major entry way to Cleburne to connect the proposed Hwy 121 with North Ridgeway Street. The development of this park would make McAnear Park a useable park and provide a major regional recreation facility for the Cleburne Area. Most of the proposed area is in the flood plain and could likely be aquired at a reasonable cost. The installation of the roadway between West Kilpatrick and Woodard Avenue would open access to a major undeveloped area of our community and would have major tax implications of a very positive nature.											
FUNDING											
TOTAL COST <u> \$ 2,575,000</u>											
TOTAL FUNDED <u> \$ -</u>											
TOTAL UNFUNDED <u> \$ 2,575,000</u>											
IMPACT ON OPERATING BUDGET					IMPACT EXPLANATION						
<input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions <u> 3 </u>					Annual Cost/(Savings) Personnel <u> 120,000</u> Operations <u> 20,000</u> Capital _____ Total <u> \$ 140,000</u>						
This would be a major park that we anticipate requiring a combination of full and part-time personnel. As this project has not entered the planning stages the true impact on the operating budget is unknown.											
PROJECT COSTS											
	THRU						2017 to	TOTAL	PROJECT SCHEDULE		
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion			Number of Months	
Design						75,000		\$ 75,000			
Construction							2,000,000	\$ 2,000,000	Design	6	
Equip & Furnishings								\$ -	Land/Right of Way	12	
Other Land Acquisition						500,000		\$ 500,000	Construction	18	
TOTAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 575,000	\$ 2,000,000	\$ 2,575,000	Other		
SOURCE OF FUNDS											
	THRU						2017 to	TOTAL	TOTAL MONTHS		
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion			36	
Current Funds								\$ -			
GO Issued								\$ -			
GO Unissued								\$ -			
Certificates of Obligation								\$ -			
Revenue Bonds Issued								\$ -			
Revenue Bonds Unissued								\$ -			
Fund 21								\$ -			
Other								\$ -			
Unfunded						575,000	2,000,000	\$ 2,575,000			
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 575,000	\$ 2,000,000	\$ 2,575,000			

PAGE NO: 17	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 4			
RESPONSIBLE DEPARTMENT Sports Complex			PROJECT TITLE Leveling of Sports Complex fields				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable _____ Defferable _____			Continue process of leveling fields at the Youth Sports Complex as a result of settling and construction deficiencies.					FUNDING TOTAL COST \$ <u>150,000</u> TOTAL FUNDED \$ - TOTAL UNFUNDED \$ <u>150,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION The leveling will have a positive effect on the budget as the fields will be more presentable for tournament play.								
			Annual Cost/(Savings) Personnel _____ - Operations _____ - Capital _____ - Total \$ _____ -								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design									\$ -		Number of Months
Construction				150,000					\$ 150,000	Design	
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	6
TOTAL COSTS		\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	6
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded				150,000					\$ 150,000		
TOTAL SOURCES		\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000		

PAGE NO: 18	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1,2,3,4			
RESPONSIBLE DEPARTMENT Economic Development			PROJECT TITLE Outdoor Electronic Message Board or Marquee Sign				PROJECT NO 1	ACCOUNT NO(S) 0162-8820			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____							FUNDING TOTAL COST \$ <u>35,000</u> TOTAL FUNDED \$ <u>-</u> TOTAL UNFUNDED \$ <u>35,000</u>				
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions <u> 0 </u>			IMPACT EXPLANATION Estimated electric usage and maintenace is about \$1500 per year.. Bid for new sign from Sign Co is \$32500 plus Elelctrical estimated by Dugger Lectric at \$2500, Annual Cost/(Savings) Personnel <u> 0 </u> Operations <u> \$ 1,500.00 </u> Capital _____ Total <u> \$ 1,500 </u>								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design									\$ -		Number of Months
Construction									\$ -	Design	0
Equip & Furnishings				35,000					\$ 35,000	Land/Right of Way	0
Other									\$ -	Construction	0
TOTAL COSTS		\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	3
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded				35,000					\$ 35,000		
TOTAL SOURCES		\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000		

PAGE NO: 19	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1,2,3,4			
RESPONSIBLE DEPARTMENT Economic Development			PROJECT TITLE Portable Exhibit Hall Room Divider or Air Wall				PROJECT NO 4	ACCOUNT NO(S) 0162-8820			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> X </u> Defferable _____								FUNDING TOTAL COST \$ <u>30,000</u> TOTAL FUNDED \$ <u>-</u> TOTAL UNFUNDED \$ <u>30,000</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact Annual Cost/(Savings) <input type="checkbox"/> Will Not Impact Personnel \$ - Operations \$ - # Positions <u> 0 </u> Capital \$ <u>30,000.00</u> Total \$ <u>30,000</u>			IMPACT EXPLANATION Portable room divider wall will enhance rental fees and use of the Exhibit Hall of the Conference Center allowing the large room to be divided in to up to 4 areas.								
PROJECT COSTS		THRU						2017 to		PROJECT SCHEDULE	
		09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL		Number of Months
Design									\$ -		
Construction									\$ -	Design	0
Equip & Furnishings									\$ -	Land/Right of Way	0
Other				30,000					\$ 30,000	Construction	0
TOTAL COSTS	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	Other	2
SOURCE OF FUNDS		THRU						2017 to		TOTAL MONTHS	
		09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL		2
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded				30,000					\$ 30,000		
TOTAL SOURCES	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000		

PAGE NO: 20	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED All			
RESPONSIBLE DEPARTMENT Economic Development			PROJECT TITLE New Stage for rent and use in Cleburne Conference Center				PROJECT NO 2	ACCOUNT NO(S) 0162-8820			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> X </u> Defferable _____							FUNDING TOTAL COST \$ <u>12,000</u> TOTAL FUNDED \$ _____ TOTAL UNFUNDED \$ <u>12,000</u>				
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact Annual Cost/(Savings) <input type="checkbox"/> Will Not Impact Personnel \$ _____ Operations \$ _____ # Positions <u> 0 </u> Capital \$ _____ Total \$ _____			IMPACT EXPLANATION Fees from rental of new 12 section stage will increase revenue from CCC								
PROJECT COSTS		THRU						2017 to		PROJECT SCHEDULE	
		09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL		Number of Months
Design									\$ -		
Construction									\$ -	Design	0
Equip & Furnishings					12,000				\$ 12,000	Land/Right of Way	0
Other									\$ -	Construction	0
TOTAL COSTS	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000	Other	1
SOURCE OF FUNDS		THRU						2017 to		TOTAL MONTHS	
		09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Completion	TOTAL		1
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded					12,000				\$ 12,000		
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000		

PAGE NO: 21	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED All			
RESPONSIBLE DEPARTMENT Economic Development			PROJECT TITLE 50- six foot Tables for Conference Center				PROJECT NO 5	ACCOUNT NO(S) 0162-8820			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____							FUNDING TOTAL COST <u> \$ 7,800</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 7,800</u>				
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions <u> 0 </u>			IMPACT EXPLANATION With added large events like Gun, Cat, Jewelry and Beads, Lawn and Garden Shows, more tables are required.								
Annual Cost/(Savings) Personnel <u> \$ -</u> Operations <u> \$ -</u> Capital <u> \$ 7,800.00</u> Total <u> \$ 7,800</u>											
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design									\$ -		Number of Months
Construction									\$ -	Design	0
Equip & Furnishings				7,800					\$ 7,800	Land/Right of Way	0
Other									\$ -	Construction	0
TOTAL COSTS		\$ -	\$ -	\$ 7,800	\$ -	\$ -	\$ -	\$ -	\$ 7,800	Other	1
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	1
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded				7,800					\$ 7,800		
TOTAL SOURCES		\$ -	\$ -	\$ 7,800	\$ -	\$ -	\$ -	\$ -	\$ 7,800		

PAGE NO: 22	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2																																																
RESPONSIBLE DEPARTMENT Library			PROJECT TITLE Library Books				PROJECT NO	ACCOUNT NO(S) 0163-8910																																																
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory <u> X </u> Essential <u> </u> Desirable <u> </u> Defferable <u> </u> For the Cleburne Library to remain certified by the State of Texas ten percent of the operating budget must be for library materials.								FUNDING TOTAL COST <u> \$ 157,500</u> TOTAL FUNDED <u> \$ 157,500</u> TOTAL UNFUNDED <u> \$ -</u>																																																
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;"></td> <td style="width:15%;">Annual Cost/(Savings)</td> <td style="width:15%;"></td> <td colspan="6"></td> </tr> <tr> <td></td> <td>Personnel</td> <td>_____</td> <td colspan="6"></td> </tr> <tr> <td></td> <td>Operations</td> <td>_____</td> <td colspan="6"></td> </tr> <tr> <td></td> <td>Capital</td> <td>_____</td> <td colspan="6"></td> </tr> <tr> <td></td> <td>Total</td> <td>\$ -</td> <td colspan="6"></td> </tr> </table>										Annual Cost/(Savings)									Personnel	_____								Operations	_____								Capital	_____								Total	\$ -						
	Annual Cost/(Savings)																																																							
	Personnel	_____																																																						
	Operations	_____																																																						
	Capital	_____																																																						
	Total	\$ -																																																						
IMPACT EXPLANATION These items will not impact the operating budget.																																																								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE																																														
Design									\$ -		Number of Months																																													
Construction									\$ -	Design																																														
Equip & Furnishings			31,500	31,500	31,500	31,500	31,500		\$ 157,500	Land/Right of Way																																														
Other									\$ -	Construction																																														
TOTAL COSTS		\$ -	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ -	\$ 157,500	Other																																														
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	0																																													
Current Funds			31,500	31,500	31,500	31,500	31,500		\$ 157,500																																															
GO Issued									\$ -																																															
GO Unissued									\$ -																																															
Certificates of Obligation									\$ -																																															
Revenue Bonds Issued									\$ -																																															
Revenue Bonds Unissued									\$ -																																															
Fund 21									\$ -																																															
Other									\$ -																																															
Unfunded									\$ -																																															
TOTAL SOURCES		\$ -	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ 31,500	\$ -	\$ 157,500																																															

PAGE NO: 23	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1			
RESPONSIBLE DEPARTMENT Library			PROJECT TITLE Library Renovation				PROJECT NO	ACCOUNT NO(S)			
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project The Cleburne Library is in need of additional space. Currently half of the building is occupied by the Police Department which is scheduled to move to a new facility in 2012-2013. This will allow the library to add space for additional programs and materials.											
Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____							FUNDING TOTAL COST <u> \$ 825,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 825,000</u>				
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION Annual Cost/(Savings) Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>							This construction project could increase the cost of utilities for the library. The use of energy efficient utility systems throughout the building could however result in a cost savings or no increase in costs. Building maintenance costs should decrease in the initial years of operation. No additional personnel will be necessary with this new facility.	
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design				\$ 75,000					\$ 75,000		Number of Months
Construction					\$ 750,000				\$ 750,000	Design	6
Equip & Furnishings									\$ -	Land/Right of Way	6
Other									\$ -	Construction	9
TOTAL COSTS		\$ -	\$ -	\$ 75,000	\$ 750,000	\$ -	\$ -	\$ -	\$ 825,000	Other	3
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded				\$ 75,000	\$ 750,000				\$ 825,000		
TOTAL SOURCES		\$ -	\$ -	\$ 75,000	\$ 750,000	\$ -	\$ -	\$ -	\$ 825,000		24

PAGE NO: 24	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 4			
RESPONSIBLE DEPARTMENT Museum			PROJECT TITLE Layland Museum Renovations				PROJECT NO	ACCOUNT NO(S) 0163-8990 Unknown			
PROJECT JUSTIFICATION											
Place and X by the most accurate ranking of the project	A Preservation Master Plan for both the Museum and Smith History Center was prepared by ArchiTexas in 2006 and paid for with \$45,000 from SHC Capital Campaign funds. In 2007 \$180,000 was allocated by the City of Cleburne for preparation of construction documents for the Museum project only. A \$350,000 Kresge grant request (materials and labor for 2 structures) will be confirmed 1 June 2008. A \$250,000 Meadows grant request (for 2 structures) will be submitted summer 2008.										
Mandatory _____	When completed the restoration of the 1905 Museum building and new elevator / restroom addition will permit improved essential community services including: redesigned interactive exhibits, theatre / lyceum rentals, installation of an ADA elevator and compliant restrooms. Construction of the elevator / restroom atrium ensures ADA access to the two-story structure.										
Essential _____											
Desirable _____ X	A 3- year planning period, full Board and Friends of the Museum support, and completion of the Master Plan brought encouragement from the Texas Historical Commission, which oversees state and national register properties. This is a 12-month project, when restoration and construction are complete an important historic structure will be restored to the desired "maintenance-stage," and all interior spaces will be fully functioning with existing staff.										
Defferable _____											
FUNDING											
TOTAL COST										\$ 4,300,000	
TOTAL FUNDED										\$ 300,000	
TOTAL UNFUNDED										\$ 4,000,000	
IMPACT ON OPERATING BUDGET			IMPACT EXPLANATION								
<input checked="" type="checkbox"/> Will Impact	Annual Cost/(Savings)		Rental revenue for the theatre lyceum are estimated at \$30,000 after the renovations are compled. However Council has not been presented with the fee structure to date. The general operation cost of the museum are expected to remain the same after renovation. "Green" construction will be used which may result in some utility cost savings.								
<input type="checkbox"/> Will Not Impact	Operations _____										
# Positions _____	Capital _____										
	Total \$ -										
PROJECT COSTS											
	THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE		
Design								\$ -		Number of Months	
Construction	300,000		2,000,000		2,000,000			\$ 4,300,000	Design	completd	
Equip & Furnishings								\$ -	Land/Right of Way		
Other								\$ -	Construction	12	
TOTAL COSTS	\$ 300,000	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 4,300,000	Other		
SOURCE OF FUNDS											
	THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	12	
Current Funds	150,000							\$ 150,000			
GO Issued								\$ -			
GO Unissued								\$ -			
Certificates of Obligation								\$ -			
Revenue Bonds Issued								\$ -			
Revenue Bonds Unissued								\$ -			
Fund 21								\$ -			
Other	150,000							\$ 150,000			
Unfunded			2,000,000		2,000,000			\$ 4,000,000			
TOTAL SOURCES	\$ 300,000	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 4,300,000			

PAGE NO: 25	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 4			
RESPONSIBLE DEPARTMENT Museum			PROJECT TITLE Railroad Museum				PROJECT NO	ACCOUNT NO(S) 0965-88XX			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> X </u> Defferable _____			This is a 4B project that was approved in the 4B referendum. This project will provide a railroad museum for the citizens.					FUNDING TOTAL COST <u> \$ 850,000</u> TOTAL FUNDED <u> \$ 850,000</u> TOTAL UNFUNDED <u> \$ -</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact Annual Cost/(Savings) Personnel <u> 42,000</u> Operations <u> 45,000</u> # Positions <u> 1</u> Capital _____ Total <u> \$ 87,000</u>			IMPACT EXPLANATION Additional personnel will be necessary, as well as increased maintenance and operations costs. This is a 4B project and all maintenance and operations will be funded through the 4B corporation.								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design		60,000							\$ 60,000		Number of Months
Construction		615,000							\$ 615,000	Design	6
Equip & Furnishings		75,000							\$ 75,000	Land/Right of Way	6
Other		100,000							\$ 100,000	Construction	8
TOTAL COSTS		\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	20
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other		850,000							\$ 850,000		
Unfunded									\$ -		
TOTAL SOURCES		\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850,000		

PAGE NO: 26	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 3 & 4							
RESPONSIBLE DEPARTMENT Development Services			PROJECT TITLE Downtown Drainage, Curb, Gutter, & Sidewalk Improvements				PROJECT NO	ACCOUNT NO(S) 5373-8850, 5373-8860							
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____										The reconstruction of sidewalks and curbs are essential for the restoration and redevelopment of the downtown district. The sidewalks and curbs are in major disrepair and there is a need for reconstruction costs as well as design costs.		FUNDING TOTAL COST <u> \$ 625,500</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 625,500</u>			
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____					IMPACT EXPLANATION Annual Cost/(Savings) _____ Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>							This construction project will have no impact on the operating budget.			
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE					
Design				20,000					\$ 20,000		Number of Months				
Construction				205,500	100,000	100,000	100,000	100,000	\$ 605,500	Design	18				
Equip & Furnishings									\$ -	Land/Right of Way					
Other									\$ -	Construction	42				
TOTAL COSTS		\$ -	\$ -	\$ 225,500	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 625,500	Other					
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	60				
Current Funds									\$ -						
GO Issued									\$ -						
GO Unissued									\$ -						
Certificates of Obligation									\$ -						
Revenue Bonds Issued									\$ -						
Revenue Bonds Unissued									\$ -						
Fund 21									\$ -						
Other									\$ -						
Unfunded				225,500	100,000	100,000	100,000	100,000	\$ 625,500						
TOTAL SOURCES		\$ -	\$ -	\$ 225,500	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 625,500						

PAGE NO: 27	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 2			
RESPONSIBLE DEPARTMENT Water Distribution			PROJECT TITLE 5MG Water Treatment Plant Expansion Design				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> x </u> Defferable _____ Freese and Nichols Water study indicates the requirement to expand our current treatment plant to meet near term demand for potable water. Funding will be provided through the Water Infrastructure Funding, part of the Texas Water Development Board.										FUNDING TOTAL COST <u> \$ 21,972,702</u> TOTAL FUNDED <u> \$ 21,972,702</u> TOTAL UNFUNDED <u> \$ -</u>	
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact Annual Cost/(Savings) Personnel _____ Operations _____ # Positions _____ Capital _____ Total <u> \$ -</u>					IMPACT EXPLANATION This project will impact operational costs. However, at this time the costs increases are unknown. The design will provide the information necessary to determine what personnel, utility, and supplies costs this expansion will need to be supported. The WIF funding will have to be repaid through operations and can be deferred up to eight years.						
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design		2,343,938							\$ 2,343,938		Number of Months
Construction		7,717,033	261,731				4,500,000	7,150,000	\$ 19,628,764	Design	12
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	18
TOTAL COSTS		\$ 10,060,971	\$ 261,731	\$ -	\$ -	\$ -	\$ 4,500,000	\$ 7,150,000	\$ 21,972,702	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	30
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other		10,060,971	261,731				4,500,000	7,150,000	\$ 21,972,702		
Unfunded									\$ -		
TOTAL SOURCES		\$ 10,060,971	\$ 261,731	\$ -	\$ -	\$ -	\$ 4,500,000	\$ 7,150,000	\$ 21,972,702		

PAGE NO: 28	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED All			
RESPONSIBLE DEPARTMENT Water Distribution			PROJECT TITLE Water Master Plan				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____			This will provide the city with a long range water use plan. These plans are essential to the viability of the city's water.					FUNDING TOTAL COST <u> \$ 60,000</u> TOTAL FUNDED <u> \$ 60,000</u> TOTAL UNFUNDED <u> \$ -</u>			
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			Annual Cost/(Savings) Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>		IMPACT EXPLANATION This project is not expected to impact the operational budget.						
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design				60,000					\$ 60,000		Number of Months
Construction									\$ -	Design	18
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	
TOTAL COSTS		\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued				60,000					\$ 60,000		
Fund 21									\$ -		
Other									\$ -		
Unfunded									\$ -		
TOTAL SOURCES		\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000		

PAGE NO: 29	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED All			
RESPONSIBLE DEPARTMENT Water Treatment			PROJECT TITLE Lake Whitney Treatment Plant Phase I				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION											
Place an X by the most accurate ranking of the project											
Phase I will begin development of our Lake Whitney water, this phase will provide 1.8MGD of the available 4.2 MGD. The design will be for TDS scalping and blending with Lake Aquilla water.											
Mandatory _____ Site Study.....FY10											
Mandatory _____ Permitting.....FY10											
Mandatory _____ Easements / Land.....FY10											
Essential <u> X </u> Pilot Plant Testing.....FY10											
Essential _____ Design / CM Services.....FY10											
Desirable _____ Construction.....FY12											
Defferable _____											
FUNDING											
TOTAL COST \$ 43,465,967											
TOTAL FUNDED \$ 43,465,967											
TOTAL UNFUNDED \$ -											
IMPACT ON OPERATING BUDGET					IMPACT EXPLANATION						
<input checked="" type="checkbox"/> Will Impact					This project will increase personnel, supplies, services and maintenance costs. These operational increases are unknown at this time. As the project moves forward more will be learned about the operational needs of the facility.						
Annual Cost/(Savings) _____											
<input type="checkbox"/> Will Not Impact											
Personnel _____											
Operations _____											
# Positions _____											
Capital _____											
Total \$ -											
PROJECT COSTS											
	THRU	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to	TOTAL	PROJECT SCHEDULE		
	09-2012						Completion			Number of Months	
Design	1,057,967							\$ 1,057,967			
Construction				2,029,000	4,425,000	4,425,000	29,500,000	\$ 40,379,000	Design	30	
Equip & Furnishings								\$ -	Land/Right of Way	12	
Other			2,029,000					\$ 2,029,000	Construction	18	
TOTAL COSTS	\$ 1,057,967	\$ -	\$ 2,029,000	\$ 2,029,000	\$ 4,425,000	\$ 4,425,000	\$ 29,500,000	\$ 43,465,967	Other		
SOURCE OF FUNDS											
	THRU	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to	TOTAL	TOTAL MONTHS		
	09-2012						Completion			60	
Current Funds								\$ -			
GO Issued								\$ -			
GO Unissued								\$ -			
Certificates of Obligation								\$ -			
Revenue Bonds Issued	1,057,967							\$ 1,057,967			
Revenue Bonds Unissued			2,029,000	2,029,000	4,425,000	4,425,000	29,500,000	\$ 42,408,000			
Fund 21								\$ -			
Other								\$ -			
Unfunded								\$ -			
TOTAL SOURCES	\$ 1,057,967	\$ -	\$ 2,029,000	\$ 2,029,000	\$ 4,425,000	\$ 4,425,000	\$ 29,500,000	\$ 43,465,967			

PAGE NO: 30	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 3				
RESPONSIBLE DEPARTMENT Water Distribution			PROJECT TITLE East Lake Marti Loop Closure				PROJECT NO	ACCOUNT NO(S) Unknown				
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____								1700' water line from Sparks Drive north to Vaughn Road. Closes loop to provide more stable and reliable supply to Industrial users, currently two major customers are on a dead-end line on Sparks Drive.		FUNDING TOTAL COST <u> \$ 160,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 160,000</u>		
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____					Annual Cost/(Savings) Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>		IMPACT EXPLANATION With the closure of the loop additional customers are anticipated, therefore increasing revenues.					
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE		
Design								30,000	\$ 30,000		Number of Months	
Construction								130,000	\$ 130,000	Design	6	
Equip & Furnishings									\$ -	Land/Right of Way	6	
Other									\$ -	Construction	6	
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000	Other		
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	18	
Current Funds									\$ -			
GO Issued									\$ -			
GO Unissued									\$ -			
Certificates of Obligation									\$ -			
Revenue Bonds Issued									\$ -			
Revenue Bonds Unissued									\$ -			
Fund 21									\$ -			
Other									\$ -			
Unfunded								160,000	\$ 160,000			
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000			

PAGE NO: 31	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 4					
RESPONSIBLE DEPARTMENT Water Distribution			PROJECT TITLE East Loop 16" Phase II				PROJECT NO	ACCOUNT NO(S) Unknown					
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> X </u> Defferable _____										8500' of 16" water line to close loop on the east side distribution main. Phase I North and South completed in 2007 in support of CISD projects. Closure provides more reliable supply for future growth.		FUNDING TOTAL COST <u> \$ 918,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 918,000</u>	
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____					Annual Cost/(Savings) Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>		IMPACT EXPLANATION With the loop closure additional customers are anticipated. This project has the ability to increase revenue.						
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE			
Design								148,000	\$ 148,000		Number of Months		
Construction								670,000	\$ 670,000	Design	6		
Equip & Furnishings									\$ -	Land/Right of Way	3		
Other								100,000	\$ 100,000	Construction	12		
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 918,000	\$ 918,000	Other			
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	21		
Current Funds									\$ -				
GO Issued									\$ -				
GO Unissued									\$ -				
Certificates of Obligation									\$ -				
Revenue Bonds Issued									\$ -				
Revenue Bonds Unissued									\$ -				
Fund 21									\$ -				
Other									\$ -				
Unfunded								918,000	\$ 918,000				
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 918,000	\$ 918,000				

PAGE NO: 32	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED All			
RESPONSIBLE DEPARTMENT Water Distribution			PROJECT TITLE Lake Pat Cleburne Dam				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project Mandatory _____ Essential _____ Desirable <u> X </u> Defferable _____ Lake Pat Cleburne Dam is not capable of safely passing 100% of the probable maximum flood as required by TCEQ. Modification to the dam and spillway will be required to meet existinig TCEQ mandate.								FUNDING TOTAL COST <u> \$ 3,500,000</u> TOTAL FUNDED <u> \$ -</u> TOTAL UNFUNDED <u> \$ 3,500,000</u>			
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____ Annual Cost/(Savings) _____ Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>			IMPACT EXPLANATION This project will have no effect on the operational budget.								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design								500,000	\$ 500,000		Number of Months
Construction									\$ -	Design	6
Equip & Furnishings									\$ -	Land/Right of Way	
Other								3,000,000	\$ 3,000,000	Construction	12
TOTAL COSTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	18
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded								3,500,000	\$ 3,500,000		
TOTAL SOURCES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000		

PAGE NO: 33	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 3,4			
RESPONSIBLE DEPARTMENT Wastewater Treatment			PROJECT TITLE 174 Interceptor				PROJECT NO	ACCOUNT NO(S) 6083-88XX Unknown			
PROJECT JUSTIFICATION Place an X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____			30,000' of collection lines along Hwy 174 between Lane Prairie and Vaughn roads, to connect to existing east side interceptor near Hwy 67. Provides service to approx. 40 tracts zoned C-3 or M-1, supports development and increased sewer revenue.					FUNDING TOTAL COST <u> \$ 1,184,396</u> TOTAL FUNDED <u> \$ 1,184,396</u> TOTAL UNFUNDED <u> \$ -</u>			
IMPACT ON OPERATING BUDGET <input checked="" type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION This project will increase maintenance costs in future years, and is expected to increase revenues through new customers upon completion.								
			Annual Cost/(Savings) Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u>								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design		294,000							\$ 294,000		Number of Months
Construction									\$ -	Design	6
Equip & Furnishings									\$ -	Land/Right of Way	
Other		775,072	115,324						\$ 890,396	Construction	12
TOTAL COSTS		\$ 1,069,072	\$ 115,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,184,396	Other	
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	18
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued		1,069,072	115,324						\$ 1,184,396		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other									\$ -		
Unfunded									\$ -		
TOTAL SOURCES		\$ 1,069,072	\$ 115,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,184,396		

PAGE NO: 34	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 3			
RESPONSIBLE DEPARTMENT Wastewater Treatment			PROJECT TITLE Westside Re-Use Loop				PROJECT NO	ACCOUNT NO(S) Unknown			
PROJECT JUSTIFICATION											
Place an X by the most accurate ranking of the project											
Phase 1 of new West Side Reuse Loop. 16" line to extend from Wastewater Plant to eastern shore of Lake Pat Cleburne, then Northward along lake to a point near U.S. 67 bridge..											
Phase 2 of West Side Reuse Loop. 16" line will extend from U.S.67 near Lake Pat Cleburne North and East generally following the Hwy 67 alignment then North along the proposed Hwy 121 route to join with existing East Side Reuse Loop at its termination.											
Mandatory _____											
Essential <u> X </u>											
Desirable _____											
Defferable _____											
FUNDING							TOTAL COST <u> \$ 14,572,000</u>				
							TOTAL FUNDED <u> \$ -</u>				
							TOTAL UNFUNDED <u> \$ 14,572,000</u>				
IMPACT ON OPERATING BUDGET					IMPACT EXPLANATION						
<input checked="" type="checkbox"/> Will Impact					This project will have the potential to increase revenues through an increased customer base.						
Annual Cost/(Savings)											
<input type="checkbox"/> Will Not Impact											
Personnel _____											
Operations _____											
# Positions _____											
Capital _____											
Total <u> \$ -</u>											
PROJECT COSTS											
	THRU								PROJECT SCHEDULE		
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2017 to	TOTAL			
							Completion				
Design						1,500,000		\$ 1,500,000		Number of Months	
Construction							13,072,000	\$ 13,072,000	Design	6	
Equip & Furnishings								\$ -	Land/Right of Way		
Other								\$ -	Construction	18	
TOTAL COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 13,072,000	\$ 14,572,000	Other		
SOURCE OF FUNDS											
	THRU								TOTAL MONTHS		
	09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2017 to	TOTAL			
							Completion				
Current Funds								\$ -			
GO Issued								\$ -			
GO Unissued								\$ -			
Certificates of Obligation								\$ -			
Revenue Bonds Issued								\$ -			
Revenue Bonds Unissued								\$ -			
Fund 21								\$ -			
Other								\$ -			
Unfunded						1,500,000	13,072,000	\$ 14,572,000			
TOTAL SOURCES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 13,072,000	\$ 14,572,000			

PAGE NO: 35	CITY OF CLEBURNE - CAPITAL PROJECT REQUEST							COUNCIL DISTRICTS AFFECTED 1			
RESPONSIBLE DEPARTMENT Municipal Airport			PROJECT TITLE Terminal Building				PROJECT NO	ACCOUNT NO(S) 6154-8820			
PROJECT JUSTIFICATION Place and X by the most accurate ranking of the project Mandatory _____ Essential <u> X </u> Desirable _____ Defferable _____ The recently completed Airport Master Plan includes a renovation and expansion of the existing terminal. This will ensure customers are served as business increases.								FUNDING TOTAL COST <u> \$ 990,000</u> TOTAL FUNDED <u> \$ 90,000</u> TOTAL UNFUNDED <u> \$ 900,000</u>			
IMPACT ON OPERATING BUDGET <input type="checkbox"/> Will Impact <input type="checkbox"/> Will Not Impact # Positions _____			IMPACT EXPLANATION Annual Cost/(Savings) _____ Personnel _____ Operations _____ Capital _____ Total <u> \$ -</u> No additional personnel will be needed.								
PROJECT COSTS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	PROJECT SCHEDULE	
Design				90,000					\$ 90,000		Number of Months
Construction					900,000				\$ 900,000	Design	9
Equip & Furnishings									\$ -	Land/Right of Way	
Other									\$ -	Construction	6
TOTAL COSTS		\$ -	\$ -	\$ 90,000	\$ 900,000	\$ -	\$ -	\$ -	\$ 990,000	Other	2
SOURCE OF FUNDS		THRU 09-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017 to Completion	TOTAL	TOTAL MONTHS	17
Current Funds									\$ -		
GO Issued									\$ -		
GO Unissued									\$ -		
Certificates of Obligation									\$ -		
Revenue Bonds Issued									\$ -		
Revenue Bonds Unissued									\$ -		
Fund 21									\$ -		
Other				90,000					\$ 90,000		
Unfunded					900,000				\$ 900,000		
TOTAL SOURCES		\$ -	\$ -	\$ 90,000	\$ 900,000	\$ -	\$ -	\$ -	\$ 990,000		

Supplemental
&
Statistical Section

HISTORICAL HIGHLIGHTS – CLEBURNE, TEXAS



Patrick R. Cleburne, a major general in the Confederate Army, led many men in battle. Some of those men settled in Camp Henderson, Texas near the banks of Buffalo Creek. With the Civil War still fresh on their minds, these citizens renamed our community Cleburne at an 1867 July Fourth picnic. Incorporation came in 1871.

Cleburne obtained her first contact with the iron rails October 21, 1881 when a stretch of the Gulf, Colorado, and Santa Fe line was completed. This major industry nourished the community with money and jobs for generations.

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

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

The county seat of Johnson County, Cleburne is 29 miles south of Fort Worth and 55 miles southwest of Dallas. Although Cleburne is located only an hour from DFW Airport, and at the southwest edge of a Metroplex area, we have retained the qualities of a small home town community. Today over 40 manufacturing plants in Cleburne turn out a variety of products. Agriculture still plays a large part in the local economy.

Cleburne was built through generations of hard working, progressive people who took pride in their community; and the building process is not over.

Cleburne is home to approximately 30,000 people and the County seat of Johnson County. We have seven neighborhood schools, including two Middle Schools and one High School. Hill College, a two year school, has blended into the educational and cultural aspects of our community. Their programs include data and word processing, L.V.N., electronics, secretarial, drafting, machine shop, management, emergency medical, welding, auto mechanic, auto body, real estate, law enforcement, child care and development and cosmetology. Cleburne is within a 60 minute drive of Cowboys Stadium (Arlington), American Airlines Center (Dallas), Fair Park and the Cotton Bowl (Dallas), Rangers Ballpark (Arlington), The Stockyards (north Fort Worth), Lake Whitney, Texas Rangers Hall of Fame (Waco), several State Parks (Cleburne, Glen Rose, Whitney), a large variety of shopping malls, and dozens of annual educational and cultural events.

CITY OF CLEBURNE

Miscellaneous Statistical Data

As of September 30, 2012

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Date of Incorporation</td> <td style="text-align: right;">1871</td> </tr> <tr> <td>Present Charter Adopted</td> <td style="text-align: right;">1950</td> </tr> <tr> <td>Form of Government</td> <td style="text-align: right;">Council-Manager</td> </tr> <tr> <td colspan="2">AREA: 31 Square Miles</td> </tr> <tr> <td style="padding-left: 20px;">Miles of Paved Streets</td> <td style="text-align: right;">138</td> </tr> <tr> <td style="padding-left: 20px;">Miles of Storm Sewers</td> <td style="text-align: right;">25</td> </tr> <tr> <td style="padding-left: 20px;">Miles of Sanitary Sewers</td> <td style="text-align: right;">250</td> </tr> <tr> <td style="padding-left: 20px;">Number of Street Lights</td> <td style="text-align: right;">1,160</td> </tr> <tr> <td colspan="2">PUBLIC SAFETY: (Police and Fire)</td> </tr> <tr> <td style="padding-left: 20px;">No. of Employees - 10/01/12</td> <td style="text-align: right;">122</td> </tr> <tr> <td style="padding-left: 20px;">Vehicular Patrol Units</td> <td style="text-align: right;">25</td> </tr> <tr> <td colspan="2">RECREATION:</td> </tr> <tr> <td style="padding-left: 20px;">Youth Sports Complex (107 acres)</td> <td style="text-align: right;">1</td> </tr> <tr> <td style="padding-left: 20px;">Number of Parks (total of 493 acres)</td> <td style="text-align: right;">15</td> </tr> <tr> <td style="padding-left: 20px;">Number of Playgrounds</td> <td style="text-align: right;">7</td> </tr> <tr> <td style="padding-left: 20px;">Number of Aquatics Facilities</td> <td style="text-align: right;">1</td> </tr> <tr> <td style="padding-left: 20px;">Number of Splash Pads</td> <td style="text-align: right;">1</td> </tr> <tr> <td style="padding-left: 20px;">Number of Tennis Courts</td> <td style="text-align: right;">4</td> </tr> <tr> <td colspan="2">EDUCATION: (Cleburne I.S.D.)</td> </tr> <tr> <td colspan="2">Number of Schools:</td> </tr> <tr> <td style="padding-left: 20px;">Elementary Schools</td> <td style="text-align: right;">7</td> </tr> <tr> <td style="padding-left: 20px;">Middle School</td> <td style="text-align: right;">2</td> </tr> <tr> <td style="padding-left: 20px;">High School</td> <td style="text-align: right;">2</td> </tr> <tr> <td style="padding-left: 20px;">College</td> <td style="text-align: right;">1</td> </tr> <tr> <td style="padding-left: 20px;">Private Schools</td> <td style="text-align: right;">2</td> </tr> <tr> <td style="padding-left: 20px;">Number of Students</td> <td style="text-align: right;">6,620</td> </tr> <tr> <td colspan="2">Student to Teacher Ratio</td> </tr> <tr> <td style="padding-left: 20px;">Elementary</td> <td style="text-align: right;">20.25 to 1</td> </tr> <tr> <td style="padding-left: 20px;">Secondary</td> <td style="text-align: right;">23.8 to 1</td> </tr> </table>	Date of Incorporation	1871	Present Charter Adopted	1950	Form of Government	Council-Manager	AREA: 31 Square Miles		Miles of Paved Streets	138	Miles of Storm Sewers	25	Miles of Sanitary Sewers	250	Number of Street Lights	1,160	PUBLIC SAFETY: (Police and Fire)		No. of Employees - 10/01/12	122	Vehicular Patrol Units	25	RECREATION:		Youth Sports Complex (107 acres)	1	Number of Parks (total of 493 acres)	15	Number of Playgrounds	7	Number of Aquatics Facilities	1	Number of Splash Pads	1	Number of Tennis Courts	4	EDUCATION: (Cleburne I.S.D.)		Number of Schools:		Elementary Schools	7	Middle School	2	High School	2	College	1	Private Schools	2	Number of Students	6,620	Student to Teacher Ratio		Elementary	20.25 to 1	Secondary	23.8 to 1	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">ENTERPRISES:</td> </tr> <tr> <td colspan="2">(Combined Waterworks & Waste Water System)</td> </tr> <tr> <td style="padding-left: 20px;">Number of Active Accounts</td> <td style="text-align: right;">11,295</td> </tr> <tr> <td style="padding-left: 20px;">Average Daily Consumption (Gallons/Day - Water Plant)</td> <td style="text-align: right;">7MGD</td> </tr> <tr> <td style="padding-left: 20px;">Wastewater Treatment Capacity</td> <td style="text-align: right;">7.5 MGD</td> </tr> <tr> <td style="padding-left: 20px;">Max Water Production Capacity</td> <td style="text-align: right;">20 MGD</td> </tr> <tr> <td style="padding-left: 20px;">Water Mains (Miles)</td> <td style="text-align: right;">225</td> </tr> <tr> <td colspan="2">EMPLOYEES: (Full Time as of 10/01/12)</td> </tr> <tr> <td style="padding-left: 20px;">Civil Service</td> <td style="text-align: right;">104</td> </tr> <tr> <td style="padding-left: 20px;">Non-Civil Service</td> <td style="text-align: right;">205</td> </tr> <tr> <td style="padding-left: 40px;">Total</td> <td style="text-align: right; border-top: 1px solid black;">309</td> </tr> <tr> <td colspan="2">ELECTIONS:</td> </tr> <tr> <td style="padding-left: 20px;">Number of Registered Voters - City Wide</td> <td style="text-align: right;">13,408</td> </tr> <tr> <td colspan="2">Total valid votes cast in City's General Election</td> </tr> <tr> <td colspan="2" style="text-align: center;">(No election was held)</td> </tr> <tr> <td colspan="2">POPULATION STATISTICS: Census</td> </tr> <tr> <td style="padding-left: 20px;">1970</td> <td style="text-align: right;">15,016</td> </tr> <tr> <td style="padding-left: 20px;">1980</td> <td style="text-align: right;">19,218</td> </tr> <tr> <td style="padding-left: 20px;">1990</td> <td style="text-align: right;">22,205</td> </tr> <tr> <td style="padding-left: 20px;">2000</td> <td style="text-align: right;">26,005</td> </tr> <tr> <td style="padding-left: 20px;">2010</td> <td style="text-align: right;">29,337</td> </tr> <tr> <td colspan="2">BUILDING PERMITS:</td> </tr> <tr> <td style="padding-left: 20px;">Calendar Year</td> <td style="padding-left: 20px;">Number</td> <td style="padding-left: 20px;">Value</td> </tr> <tr> <td style="padding-left: 40px;">2003</td> <td style="text-align: right;">566</td> <td style="text-align: right;">34,959,213</td> </tr> <tr> <td style="padding-left: 40px;">2004</td> <td style="text-align: right;">502</td> <td style="text-align: right;">28,040,604</td> </tr> <tr> <td style="padding-left: 40px;">2005</td> <td style="text-align: right;">602</td> <td style="text-align: right;">38,311,599</td> </tr> <tr> <td style="padding-left: 40px;">2006</td> <td style="text-align: right;">592</td> <td style="text-align: right;">85,177,332</td> </tr> <tr> <td style="padding-left: 40px;">2007</td> <td style="text-align: right;">571</td> <td style="text-align: right;">68,988,500</td> </tr> <tr> <td style="padding-left: 40px;">2008</td> <td style="text-align: right;">370</td> <td style="text-align: right;">40,965,873</td> </tr> <tr> <td style="padding-left: 40px;">2009</td> <td style="text-align: right;">390</td> <td style="text-align: right;">41,451,420</td> </tr> <tr> <td style="padding-left: 40px;">2010</td> <td style="text-align: right;">400</td> <td style="text-align: right;">16,111,264</td> </tr> <tr> <td style="padding-left: 40px;">2011</td> <td style="text-align: right;">276</td> <td style="text-align: right;">10,625,873</td> </tr> <tr> <td style="padding-left: 40px;">2012 - Through 9/2012</td> <td style="text-align: right;">214</td> <td style="text-align: right;">14,993,400</td> </tr> <tr> <td colspan="2">TOP TEN TAXPAYERS:</td> <td style="padding-left: 20px;">Total Value</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Brazos Electric Power</td> <td style="text-align: right;">84,161,647</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">James Hardie Building Prod Inc</td> <td style="text-align: right;">78,760,331</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Johns Manville Corp</td> <td style="text-align: right;">62,968,840</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Wal-Mart Stores East LP</td> <td style="text-align: right;">59,786,758</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Well Service Div of STC</td> <td style="text-align: right;">43,374,687</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Chesapeake Operating Inc</td> <td style="text-align: right;">28,356,159</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Pumpco Services Inc</td> <td style="text-align: right;">28,267,062</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Technical Chemical</td> <td style="text-align: right;">19,875,376</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">BNSF Railway Co.</td> <td style="text-align: right;">17,355,464</td> </tr> <tr> <td colspan="2" style="padding-left: 20px;">Air Liquide Industrial US LP</td> <td style="text-align: right; border-top: 1px solid black;">14,661,972</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;">\$ 437,568,296</td> </tr> </table>	ENTERPRISES:		(Combined Waterworks & Waste Water System)		Number of Active Accounts	11,295	Average Daily Consumption (Gallons/Day - Water Plant)	7MGD	Wastewater Treatment Capacity	7.5 MGD	Max Water Production Capacity	20 MGD	Water Mains (Miles)	225	EMPLOYEES: (Full Time as of 10/01/12)		Civil Service	104	Non-Civil Service	205	Total	309	ELECTIONS:		Number of Registered Voters - City Wide	13,408	Total valid votes cast in City's General Election		(No election was held)		POPULATION STATISTICS: Census		1970	15,016	1980	19,218	1990	22,205	2000	26,005	2010	29,337	BUILDING PERMITS:		Calendar Year	Number	Value	2003	566	34,959,213	2004	502	28,040,604	2005	602	38,311,599	2006	592	85,177,332	2007	571	68,988,500	2008	370	40,965,873	2009	390	41,451,420	2010	400	16,111,264	2011	276	10,625,873	2012 - Through 9/2012	214	14,993,400	TOP TEN TAXPAYERS:		Total Value	Brazos Electric Power		84,161,647	James Hardie Building Prod Inc		78,760,331	Johns Manville Corp		62,968,840	Wal-Mart Stores East LP		59,786,758	Well Service Div of STC		43,374,687	Chesapeake Operating Inc		28,356,159	Pumpco Services Inc		28,267,062	Technical Chemical		19,875,376	BNSF Railway Co.		17,355,464	Air Liquide Industrial US LP		14,661,972			\$ 437,568,296
Date of Incorporation	1871																																																																																																																																																																											
Present Charter Adopted	1950																																																																																																																																																																											
Form of Government	Council-Manager																																																																																																																																																																											
AREA: 31 Square Miles																																																																																																																																																																												
Miles of Paved Streets	138																																																																																																																																																																											
Miles of Storm Sewers	25																																																																																																																																																																											
Miles of Sanitary Sewers	250																																																																																																																																																																											
Number of Street Lights	1,160																																																																																																																																																																											
PUBLIC SAFETY: (Police and Fire)																																																																																																																																																																												
No. of Employees - 10/01/12	122																																																																																																																																																																											
Vehicular Patrol Units	25																																																																																																																																																																											
RECREATION:																																																																																																																																																																												
Youth Sports Complex (107 acres)	1																																																																																																																																																																											
Number of Parks (total of 493 acres)	15																																																																																																																																																																											
Number of Playgrounds	7																																																																																																																																																																											
Number of Aquatics Facilities	1																																																																																																																																																																											
Number of Splash Pads	1																																																																																																																																																																											
Number of Tennis Courts	4																																																																																																																																																																											
EDUCATION: (Cleburne I.S.D.)																																																																																																																																																																												
Number of Schools:																																																																																																																																																																												
Elementary Schools	7																																																																																																																																																																											
Middle School	2																																																																																																																																																																											
High School	2																																																																																																																																																																											
College	1																																																																																																																																																																											
Private Schools	2																																																																																																																																																																											
Number of Students	6,620																																																																																																																																																																											
Student to Teacher Ratio																																																																																																																																																																												
Elementary	20.25 to 1																																																																																																																																																																											
Secondary	23.8 to 1																																																																																																																																																																											
ENTERPRISES:																																																																																																																																																																												
(Combined Waterworks & Waste Water System)																																																																																																																																																																												
Number of Active Accounts	11,295																																																																																																																																																																											
Average Daily Consumption (Gallons/Day - Water Plant)	7MGD																																																																																																																																																																											
Wastewater Treatment Capacity	7.5 MGD																																																																																																																																																																											
Max Water Production Capacity	20 MGD																																																																																																																																																																											
Water Mains (Miles)	225																																																																																																																																																																											
EMPLOYEES: (Full Time as of 10/01/12)																																																																																																																																																																												
Civil Service	104																																																																																																																																																																											
Non-Civil Service	205																																																																																																																																																																											
Total	309																																																																																																																																																																											
ELECTIONS:																																																																																																																																																																												
Number of Registered Voters - City Wide	13,408																																																																																																																																																																											
Total valid votes cast in City's General Election																																																																																																																																																																												
(No election was held)																																																																																																																																																																												
POPULATION STATISTICS: Census																																																																																																																																																																												
1970	15,016																																																																																																																																																																											
1980	19,218																																																																																																																																																																											
1990	22,205																																																																																																																																																																											
2000	26,005																																																																																																																																																																											
2010	29,337																																																																																																																																																																											
BUILDING PERMITS:																																																																																																																																																																												
Calendar Year	Number	Value																																																																																																																																																																										
2003	566	34,959,213																																																																																																																																																																										
2004	502	28,040,604																																																																																																																																																																										
2005	602	38,311,599																																																																																																																																																																										
2006	592	85,177,332																																																																																																																																																																										
2007	571	68,988,500																																																																																																																																																																										
2008	370	40,965,873																																																																																																																																																																										
2009	390	41,451,420																																																																																																																																																																										
2010	400	16,111,264																																																																																																																																																																										
2011	276	10,625,873																																																																																																																																																																										
2012 - Through 9/2012	214	14,993,400																																																																																																																																																																										
TOP TEN TAXPAYERS:		Total Value																																																																																																																																																																										
Brazos Electric Power		84,161,647																																																																																																																																																																										
James Hardie Building Prod Inc		78,760,331																																																																																																																																																																										
Johns Manville Corp		62,968,840																																																																																																																																																																										
Wal-Mart Stores East LP		59,786,758																																																																																																																																																																										
Well Service Div of STC		43,374,687																																																																																																																																																																										
Chesapeake Operating Inc		28,356,159																																																																																																																																																																										
Pumpco Services Inc		28,267,062																																																																																																																																																																										
Technical Chemical		19,875,376																																																																																																																																																																										
BNSF Railway Co.		17,355,464																																																																																																																																																																										
Air Liquide Industrial US LP		14,661,972																																																																																																																																																																										
		\$ 437,568,296																																																																																																																																																																										

Salary Schedules

City of Cleburne

Salary Schedule for 2012-2013 - Effective October 1, 2012

Pay Grade	Pay Basis	1	2	3	4	5	6	7
10	Hourly	12.197	12.502	12.815	13.135	13.463	13.800	14.145
	Annual	25,368.75	26,004.17	26,654.35	27,321.50	28,003.90	28,703.03	29,421.35
11	Hourly	12.815	13.135	13.463	13.800	14.145	14.499	14.861
	Annual	26,654.35	27,321.50	28,003.90	28,703.03	29,421.35	30,156.89	30,911.62
12	Hourly	13.463	13.800	14.145	14.499	14.861	15.233	15.615
	Annual	28,003.90	28,703.03	29,421.35	30,156.89	30,911.62	31,685.54	32,478.64
13	Hourly	14.145	14.499	14.861	15.233	15.615	16.005	16.405
	Annual	29,421.35	30,156.89	30,911.62	31,685.54	32,478.64	33,290.69	34,122.17
14	Hourly	14.861	15.233	15.615	16.005	16.405	16.815	17.235
	Annual	30,911.62	31,685.54	32,478.64	33,290.69	34,122.17	34,974.80	35,848.84
15	Hourly	15.615	16.005	16.405	16.815	17.235	17.666	18.107
	Annual	32,478.64	33,290.69	34,122.17	34,974.80	35,848.84	36,744.28	37,663.09
16	Hourly	16.405	16.815	17.235	17.666	18.107	18.560	19.025
	Annual	34,122.17	34,974.80	35,848.84	36,744.28	37,663.09	38,605.52	39,571.07
17	Hourly	17.235	17.666	18.107	18.560	19.025	19.500	19.988
	Annual	35,848.84	36,744.28	37,663.09	38,605.52	39,571.07	40,560.23	41,574.98
18	Hourly	18.107	18.560	19.025	19.500	19.988	20.488	21.001
	Annual	37,663.09	38,605.52	39,571.07	40,560.23	41,574.98	42,615.32	43,681.24
19	Hourly	19.025	19.500	19.988	20.488	21.001	21.525	22.063
	Annual	39,571.07	40,560.23	41,574.98	42,615.32	43,681.24	44,772.74	45,892.04
20	Hourly	19.988	20.488	21.001	21.525	22.063	22.615	23.181
	Annual	41,574.98	42,615.32	43,681.24	44,772.74	45,892.04	47,038.89	48,215.75
21	Hourly	21.001	21.525	22.063	22.615	23.181	23.760	24.354
	Annual	43,681.24	44,772.74	45,892.04	47,038.89	48,215.75	49,420.17	50,656.57
22	Hourly	22.063	22.615	23.181	23.760	24.354	24.963	25.587
	Annual	45,892.04	47,038.89	48,215.75	49,420.17	50,656.57	51,922.97	53,221.36
23	Hourly	23.181	23.760	24.354	24.963	25.587	26.227	26.883
	Annual	48,215.75	49,420.17	50,656.57	51,922.97	53,221.36	54,551.48	55,916.05
24	Hourly	24.354	24.963	25.587	26.227	26.883	27.555	28.244
	Annual	50,656.57	51,922.97	53,221.36	54,551.48	55,916.05	57,314.31	58,747.01
25	Hourly	25.587	26.227	26.883	27.555	28.244	28.950	29.674
	Annual	53,221.36	54,551.48	55,916.05	57,314.31	58,747.01	60,215.88	61,720.91

8	9	10	11	12	13	14	15
14.499	14.861	15.233	15.615	16.005	16.405	16.815	17.235
30,156.89	30,911.62	31,685.54	32,478.64	33,290.69	34,122.17	34,974.80	35,848.84
15.233	15.615	16.005	16.405	16.815	17.235	17.666	18.107
31,685.54	32,478.64	33,290.69	34,122.17	34,974.80	35,848.84	36,744.28	37,663.09
16.005	16.405	16.815	17.235	17.666	18.107	18.560	19.025
33,290.69	34,122.17	34,974.80	35,848.84	36,744.28	37,663.09	38,605.52	39,571.07
16.815	17.235	17.666	18.107	18.560	19.025	19.500	19.988
34,974.80	35,848.84	36,744.28	37,663.09	38,605.52	39,571.07	40,560.23	41,574.98
17.666	18.107	18.560	19.025	19.500	19.988	20.488	21.001
36,744.28	37,663.09	38,605.52	39,571.07	40,560.23	41,574.98	42,615.32	43,681.24
18.560	19.025	19.500	19.988	20.488	21.001	21.525	22.063
38,605.52	39,571.07	40,560.23	41,574.98	42,615.32	43,681.24	44,772.74	45,892.04
19.500	19.988	20.488	21.001	21.525	22.063	22.615	23.181
40,560.23	41,574.98	42,615.32	43,681.24	44,772.74	45,892.04	47,038.89	48,215.75
20.488	21.001	21.525	22.063	22.615	23.181	23.760	24.354
42,615.32	43,681.24	44,772.74	45,892.04	47,038.89	48,215.75	49,420.17	50,656.57
21.525	22.063	22.615	23.181	23.760	24.354	24.963	25.587
44,772.74	45,892.04	47,038.89	48,215.75	49,420.17	50,656.57	51,922.97	53,221.36
22.615	23.181	23.760	24.354	24.963	25.587	26.227	26.883
47,038.89	48,215.75	49,420.17	50,656.57	51,922.97	53,221.36	54,551.48	55,916.05
23.760	24.354	24.963	25.587	26.227	26.883	27.555	28.244
49,420.17	50,656.57	51,922.97	53,221.36	54,551.48	55,916.05	57,314.31	58,747.01
24.963	25.587	26.227	26.883	27.555	28.244	28.950	29.674
51,922.97	53,221.36	54,551.48	55,916.05	57,314.31	58,747.01	60,215.88	61,720.91
26.227	26.883	27.555	28.244	28.950	29.674	30.416	31.176
54,551.48	55,916.05	57,314.31	58,747.01	60,215.88	61,720.91	63,264.31	64,846.09
27.555	28.244	28.950	29.674	30.416	31.176	31.955	32.753
57,314.31	58,747.01	60,215.88	61,720.91	63,264.31	64,846.09	66,466.49	68,126.99
28.950	29.674	30.416	31.176	31.955	32.753	33.572	34.412
60,215.88	61,720.91	63,264.31	64,846.09	66,466.49	68,126.99	69,830.30	71,576.41
30.416	31.176	31.955	32.753	33.572	34.412	35.272	36.153
63,264.31	64,846.09	66,466.49	68,126.99	69,830.30	71,576.41	73,365.07	75,198.26

City of Cleburne

Salary Schedule for 2012-2013 - Effective October 1, 2012

Pay Grade	Pay Basis	1	2	3	4	5	6	7
26	Hourly	26.883	27.555	28.244	28.950	29.674	30.416	31.176
	Annual	55,916.05	57,314.31	58,747.01	60,215.88	61,720.91	63,264.31	64,846.09
27	Hourly	28.244	28.950	29.674	30.416	31.176	31.955	32.753
	Annual	58,747.01	60,215.88	61,720.91	63,264.31	64,846.09	66,466.49	68,126.99
28	Hourly	29.674	30.416	31.176	31.955	32.753	33.572	34.412
	Annual	61,720.91	63,264.31	64,846.09	66,466.49	68,126.99	69,830.30	71,576.41
29	Hourly	31.176	31.955	32.753	33.572	34.412	35.272	36.153
	Annual	64,846.09	66,466.49	68,126.99	69,830.30	71,576.41	73,365.07	75,198.26
30	Hourly	32.753	33.572	34.412	35.272	36.153	37.057	37.984
	Annual	68,126.99	69,830.30	71,576.41	73,365.07	75,198.26	77,078.69	79,005.85
31	Hourly	34.412	35.272	36.153	37.057	37.984	38.934	39.907
	Annual	71,576.41	73,365.07	75,198.26	77,078.69	79,005.85	80,981.97	83,007.29
32	Hourly	36.153	37.057	37.984	38.934	39.907	40.905	41.928
	Annual	75,198.26	77,078.69	79,005.85	80,981.97	83,007.29	85,081.56	87,209.21
33	Hourly	37.984	38.934	39.907	40.905	41.928	42.976	44.050
	Annual	79,005.85	80,981.97	83,007.29	85,081.56	87,209.21	89,390.00	91,624.18
34	Hourly	39.907	40.905	41.928	42.976	44.050	45.151	46.279
	Annual	83,007.29	85,081.56	87,209.21	89,390.00	91,624.18	93,913.70	96,261.03
35	Hourly	41.928	42.976	44.050	45.151	46.279	47.436	48.622
	Annual	87,209.21	89,390.00	91,624.18	93,913.70	96,261.03	98,667.65	101,134.29
36	Hourly	44.050	45.151	46.279	47.436	48.622	49.838	51.084
	Annual	91,624.18	93,913.70	96,261.03	98,667.65	101,134.29	103,662.68	106,255.03

8	9	10	11	12	13	14	15
31.955	32.753	33.572	34.412	35.272	36.153	37.057	37.984
66,466.49	68,126.99	69,830.30	71,576.41	73,365.07	75,198.26	77,078.69	79,005.85
33.572	34.412	35.272	36.153	37.057	37.984	38.934	39.907
69,830.30	71,576.41	73,365.07	75,198.26	77,078.69	79,005.85	80,981.97	83,007.29
35.272	36.153	37.057	37.984	38.934	39.907	40.905	41.928
73,365.07	75,198.26	77,078.69	79,005.85	80,981.97	83,007.29	85,081.56	87,209.21
37.057	37.984	38.934	39.907	40.905	41.928	42.976	44.050
77,078.69	79,005.85	80,981.97	83,007.29	85,081.56	87,209.21	89,390.00	91,624.18
38.934	39.907	40.905	41.928	42.976	44.050	45.151	46.279
80,981.97	83,007.29	85,081.56	87,209.21	89,390.00	91,624.18	93,913.70	96,261.03
40.905	41.928	42.976	44.050	45.151	46.279	47.436	48.622
85,081.56	87,209.21	89,390.00	91,624.18	93,913.70	96,261.03	98,667.65	101,134.29
42.976	44.050	45.151	46.279	47.436	48.622	49.838	51.084
89,390.00	91,624.18	93,913.70	96,261.03	98,667.65	101,134.29	103,662.68	106,255.03
45.151	46.279	47.436	48.622	49.838	51.084	52.361	53.670
93,913.70	96,261.03	98,667.65	101,134.29	103,662.68	106,255.03	108,911.33	111,633.57
47.436	48.622	49.838	51.084	52.361	53.670	55.012	56.387
98,667.65	101,134.29	103,662.68	106,255.03	108,911.33	111,633.57	114,424.19	117,285.17
49.838	51.084	52.361	53.670	55.012	56.387	57.796	59.241
103,662.68	106,255.03	108,911.33	111,633.57	114,424.19	117,285.17	120,216.26	123,222.14
52.361	53.670	55.012	56.387	57.796	59.241	60.722	62.240
108,911.33	111,633.57	114,424.19	117,285.17	120,216.26	123,222.14	126,302.80	129,459.96

City of Cleburne Salary Schedule for 2012-2013 - October 1, 2012

Police Dept Job Titles	Pay Basis	1	2	3	4	5	6	7
Officer	H	23.284	24.367	24.975	26.966	27.505	28.055	28.615
2080 HRS	A	48,430.51	50,682.40	51,947.08	56,088.25	57,209.76	58,353.66	59,519.70
Corporal	H	29.765	30.508	31.327	32.624			
2080 HRS	A	61,910.33	63,457.18	65,160.73	67,857.87			
Sergeant	H	33.439	34.275	35.133	36.011	37.128		
2080 HRS	A	69,552.32	71,291.78	73,075.78	74,902.33	77,225.80		
	H	38.584	39.852	41.133	42.414			
2080 HRS	A	80,254.30	82,891.18	85,557.08	88,221.01			
Deputy Chief	H	43.952	45.219	46.488	47.756	49.025		
2080 HRS	A	91,419.75	94,056.38	96,695.71	99,332.59	101,971.67		

City of Cleburne Salary Schedule for 2012-2013 - October 1, 2012

Fire Dept. Job Titles	Pay Basis	1	2	3	4	5	6	7
2920 HRS	H	16.239	17.139	17.568	18.958	19.337	19.723	20.118
2080 HRS		22.797	24.061	24.662	26.614	27.146	27.689	28.243
Firefighter	A	47,416.75	50,047.22	51,297.89	55,357.87	56,464.13	57,592.29	58,745.54
2920 HRS	H	20.621	21.136	21.665	22.206	22.762		
2080 HRS		28.949	29.672	30.414	31.174	31.954		
Engineer	A	60,212.93	61,718.45	63,261.36	64,842.89	66,463.79		
2920 HRS	H	23.331	23.914	24.512	25.125	25.888		
2080 HRS		32.753	33.572	34.411	35.271	36.342		
Lieutenant	A	68,125.76	69,828.82	71,574.68	73,364.09	75,592.36		
2920 HRS	H	27.404	28.226	29.073	29.945	30.844		
2080 HRS		38.471	39.625	40.814	42.038	43.300		
Battalion Chief								
Fire Marshall	A	80,020.11	82,420.82	84,894.11	87,439.47	90,063.31		
2080 HRS	H	44.382	45.492	46.629	47.795	49.037		
Asst Fire Chief	A	92,314.94	94,622.92	96,988.94	99,413.03	101,996.27		

Expenditure Classification Codes

CITY OF CLEBURNE

Expenditure Classification Codes 2012-2013

ACCT CODE	ACCOUNT NAME	DESCRIPTION
81	SALARIES AND WAGES	Salary compensation to employees.
8110	Personnel	Compensation to full, part-time and temporary employees for regular working hours.
8130	Overtime	Compensation to employees for hours worked over 40 per week
8150	Vehicle Allowance	Compensation for employees vehicle used for City business
8190	Non-Cash Benefits	Compensation to employees for personal use of City vehicles and certain life insurance benefits.
82	BENEFITS	Benefit programs received by regular, full time employees.
8210	Social Security Contributions	Computed by taking 6.2% of each individual's annual salary.
8220	Medicare Contributions	Computed by taking 1.45% of each individual's annual salary.
8230	Retirement Contributions	Retirement benefits are computed using a weighted average of 19.56% for TMRS employees and 25.56% for Firemen.
8240	Health/Life Insurance	On the 1 st day of the month following sixty days of employment, full time employees of the City are provided group health, accident, dental and life insurance. Beginning on the 1 st of October following the employees two year service anniversary, the City will pay a portion of an employee's dependent coverage and a portion of coverage for Medicare dependents.
8250	Worker's Compensation	Insurance paid by the City for on-the-job injuries. The premium is computed by taking the employee's annual salary times a rate for the employee's classification.
8260	Unemployment Compensation	Insurance paid by the City for unemployment benefits, if needed.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
83	SUPPLIES AND MATERIALS	Supplies are articles that are consumed or show a change in or an appreciable impairment of their physical condition, and articles liable to loss, theft and rapid depreciation.
8301	Office Supplies	All supplies necessary for general office work.
8303	Ammunition	Ammunition for protective services.
8308	Books and Subscriptions	Books, newspapers and periodicals for departmental use.
8315	Chemical Supplies	Water treatment, Waste Water treatment, fire fighting and other chemical supplies (large quantities).
8322	Clothing	Clothing allowance, uniforms and badges.
8323	Clothing - Protective	HazMat clothing.
8336	Fuel and Lubricants	Gasoline, motor oil and grease associated with the operation of vehicles.
8343	Laundry and Cleaning Supplies	Laundry and cleaning supplies.
8350	Library Periodicals	Subscriptions and renewals for public library.
8357	Medical Supplies	Medical supplies.
8364	Minor Equipment	Equipment (\$500 to \$5,000 only).
8371	Photography Supplies	Film and development.
8378	Sanitation - Garbage Bags	Purchase of residential garbage bags.
8382	Utility - Electrical Fees	Electrical utility fees.
8383	Utility - Street Light Electrical Fees	Electrical utility fees for the street lights.
8385	Utility - Gas Fees	Gas utility fees.
8388	Utility - Water and Sewer Fees	Water, Waste Water, Garbage & Drainage fees.
8399	Other Supplies and Materials	Supplies necessary for departmental operation, but not included in any of the above classifications (i.e. safety items).

ACCT CODE	ACCOUNT NAME	DESCRIPTION
84	MAINTENANCE & REPAIR OF LAND, STRUCTURES, STREETS, AND INFRASTRUCTURE	Materials and Contractual Services for the maintenance and repair of grounds, structures, streets and infrastructures.
8407	M&R-Bridges and Dams	The maintenance and repair of bridges and dams.
8419	M&R-Structures	The maintenance and repair of structures.
8431	M&R-Grounds	The maintenance and repair of grounds.
8443	M&R-Sanitary Sewer Systems	The maintenance and repair of sanitary sewer lines.
8455	M&R-Storm Sewer Systems	The maintenance and repair of storm sewer lines.
8467	M&R-Streets, Curbs, and Alleys	The maintenance and repair of streets, curbs and alleys.
8479	M&R-Walks and Fences	The maintenance and repair of sidewalks, gutters and fences.
8491	M&R-Water Mains	The maintenance and repair of water mains and lines.
8499	M&R-Other	Other maintenance and repair of structures not included in any of the above classifications.
85	MAINTENANCE & REPAIR OF EQUIPMENT	Materials, small tools and contracted services for the maintenance and repair of equipment.
8509	M&R-Computers	The maintenance and repair of computers.
8515	M&R-Copiers	The maintenance and repair of copiers.
8539	M&R-Instruments	The maintenance and repair of instruments.
8545	M&R-Equipment	The maintenance and repair of machinery.
8551	M&R-Meters and Settings	The maintenance and repair of meters and settings.
8557	M&R-Vehicles	The maintenance and repair of all motorized vehicles.
8559	M&R-Office Equipment	The maintenance and repair of all office equipment.
8569	M&R-Radios	The maintenance and repair of all radios.
8574	M&R-Street Lights	The maintenance and repair of all street lights.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
8575	M&R-Signal Lights	The maintenance and repair of all signal lights.
8577	M&R-Software Packages	The maintenance and repair of all software packages.
8581	M&R-Temperature Control	The maintenance and repair of all temperature controls.
8599	M&R-Other Equipment	The maintenance and repair of other equipment not included in any of the above classifications.
86	CONTRACTUAL AND MISCELLANEOUS SERVICES	Individuals or Companies contracted for a specific service for the City.
8601	Administrative Fees	Administrative fees.
8608	Advertising	Advertising fees.
8615	Audits	Contractual annual audit cost.
8629	Codification	Recodification of all City ordinances.
8636	Communications	Telephone, fax equipment, cell phones, pagers and long distance expenditures.
8640	Depreciation/Amortization	Depreciation and amortization charges.
8643	Dues	Professional association's dues.
8650	Employee Educational Plan	Educational assistance to aid regular City employees in improving their professional skills.
8652	Fees & Permits	Fees and permits.
8657	Insurance	Premiums or payments on property, general liability and errors and omissions insurance.
8660	Postage	Postage fees.
8662	Printing	Purchased printing services.
8664	Professional Services	Contractual services with individuals or companies for general professional services.
8670	Vehicle Use Fee	Used to fund the Leased Equipment Fund.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
8672	Rental of Equipment	Rental of specialized equipment and non-capitalized lease payment on other equipment
8675	Rental of Property	Rental of property.
8676	Rental of Property(HUD)	HUD rental payments of property.
8684	Training	Registration for short schools, police & fire academies and seminars.
8690	Travel Expenses	Expenditures of training or business trips.
8699	Other Miscellaneous Services	Services for departmental operations not included in any of the above classifications.
87	MISCELLANEOUS AND SUNDRY CHARGES	Non-operating expenditures.
8711	Bad Debt Expense	Cost of uncollectible receivables.
8727	Cost of Sales	Cost of goods for resale.
8732	Debt Principal Retirement	Debt principal payments.
8735	Debt Interest Expense	Debt interest payments.
8738	Debt Service Charges	Fees or charges expended on debt service.
8768	Penalties and Fines	Penalties and fines.
8798	Other Miscellaneous and Sundry Charges	Miscellaneous and sundry charges.
88	CAPITAL OUTLAY – LAND AND STRUCTURES	Cost, freight, installation and acquisition of land and structural properties.
8810	Capital-Land	Capital outlay expenditures on land.
8820	Capital-Structures	Capital outlay expenditures on buildings and other structures.
8830	Capital-Sanitary Sewer Systems	Capital outlay expenditures on the sanitary sewer systems.
8840	Capital-Drainage Systems	Capital outlay expenditures on the drainage systems.

ACCT CODE	ACCOUNT NAME	DESCRIPTION
8850	Capital-Streets and Curbs	Capital outlay expenditures on streets and curbs.
8860	Capital-Walks and Fences	Capital outlay expenditures on walks and fences.
8870	Capital-Water Mains	Capital outlay expenditures on water systems.
8880	Capital - Improvements	Capital costs related to non-building improvements (i.e. Sports Complex)
89	CAPITAL OUTLAY – EQUIPMENT	All expenditures to cover original cost, freight and installation of equipment. (Must have value over \$5,000 and have a useful life greater than 3 years). Also included are library books and museum artifacts.
8910	Capital-Library Books	Purchase of library books.
8920	Capital-Museum Artifacts	Purchase of museum artifacts.
8930	Capital-Equipment	Payments for machinery and tools costing \$5,000 or more and having a service life greater than three years.
8950	Capital-Vehicles	Purchase of vehicles.
8990	Capital-Other Expenditures	Other specific equipment expenditures costing \$5,000 or more that are not applicable to any of the above classifications.

Boards & Commissions

BOARD & COMMISSION MEMBERS

4B ECONOMIC DEVELOPMENT CORPORATION – Jody Butler Seven Members Serving Three 2-Year Terms Meets the first Tuesday and third Thursday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Barnes, E J	1007 Hilandale Ct	10-26-10	10-26-12	2
Frost, Robert	601 Forrest	3-08-11	03-08-13	1
James, Guy N	1244 Wedgewood Dr	09-22-09	09-22-13	2
Parker, Larry N	1025 Janehaven Lakes	09-22-09	09-22-13	2
Parnell, Ron	1001 Cherrywood	09-22-09	09-22-13	2
Wallace, Linda	1114 Green River Trail	09-25-12	09-25-14	1
Zachary, Michael	1016 Janehaven Lakes	09-25-12	09-25-14	1

AIRPORT BOARD – Sharlette Bain Five Members Serving Two 2-Year Terms Meets the second Monday of every other month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Engelhardt, Brenda	1638 Blue Jay Dr	09-11-12	09-11-14	1
Holden, Cliff	1000 Berkley	10-13-09	10-13-13	2
Kennon, Michelle	838 S Ridgeway	09-27-11	09-27-13	1
Lance, Herschel, Jr.	1504 Berry	09-27-11	09-27-13	1
Raines, Arthur L	706 Stone Lake Dr	01-26-10	01-26-14	2

ANIMAL SHELTER ADVISORY COMMITTEE – Terry Powell Seven Members Serving Two 2-Year Terms Meets at least three (3) times a year

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Andrews, William E	838 S Ridgeway	04-12-11	04-12-13	1
Brockett, Jacqueline, DVM	9036 CR 1108	04-10-12	04-10-14	1
Dooley, Deanne	1006 Sheridan Lane	04-10-12	04-10-14	1
Knoll, Dep Chief Amy	City of Cleburne	04-10-12	04-10-14	1
McClellan, Kathy	1803 Grand Avenue	03-23-10	03-23-14	2
Masters, Ashlee	City of Cleburne - Shelter	04-10-12	04-10-14	1
Morse, Becky	PO Box 1353 Cleburne	04-12-11	04-12-13	1

ANNEXATION ADVISORY COMMITTEE – David Esquivel Seven Members Serving Two 2-Year Terms – Established OC5 – April 12, 2011

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Barkman, Larry	840 S. Ridgeway Dr	04-12-11	04-12-13	1
Cain, Scott	1611 Chaucer	04-12-11	04-12-13	1
Marti, Michelle	1110 Canton Rd	04-12-11	04-12-13	1
Miller, Tim Dr	1002 Canyon	05-24-11	05-24-13	1
Pedigo, Roger	607 Hyde Park	04-12-11	04-12-13	1
Ward, Billy E	1110 Janehaven Lakes	04-12-11	04-12-13	1
Witte, Amber	620 Rockdale	04-12-11	04-12-13	1

BOARD & COMMISSION MEMBERS

BUILDING AND STANDARDS COMMISSION – Clint Ishmael
Seven Members Serving Two 2-Year Terms
 Meets the third Wednesday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Banton, Mark	1303 Westhill	5-24-11	5-24-13	1
Gilliam, Horace	825 Featherston	6-24-12	6-24-14	1
Mims, Kathleen	1003 Hemphill	8-09-11	8-09-13	1
Owens, Tommy	917 S Nolan River Rd	7-22-08	7-22-12	2
Rollen, John	2501 Lakeshore	4-08-08	4-27-12	2
Rudzavice, Robert Sr	226 Cleveland St	8-11-09	8-11-13	2
Ward, Luanna	503 Sunset	1-11-11	1-11-13	1

CHARTER REVIEW COMMITTEE – Shelly Doty
Five members; EST June 26, 2012
 Meetings as needed.

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Doty, Shelly	City Secretary	06-26-12		
Hannah, Dale H	1610 Hemphill	06-26-12		
Peterson, Ivy	Deputy City Secretary	06-26-12		
Raines, Katherine P	706 Stone Lake Dr	06-26-12		
Warren, John – chairman	Councilman SMD 4	06-26-12		

CIVIL SERVICE COMMISSION – Debra Powledge
Three Members Serving 3-Year Terms, Expiring in December - LGC 143.006
 Meets the third Thursday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Boulware, Dan	711 Stonelake Dr	04-08-03	12/11	4
Mason, William	901 S Colonial	12-08-09	12/12	1
Wilson, Terri	508 Prairie	12-14-04	12/13	3

CODE ENFORCEMENT COMMITTEE – Clint Ishmael
Seven members; EST August 28, 2012
 Meetings as needed.

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Eichholtz, Fred	601 Honeysuckle Dr	08-28-12		
Kelly, Marty	2204 Town North	08-28-12		
Oefinger, Ben	1111 Westhill Dr	08-28-12		
Oefinger, Carla	1111 Westhill Dr	08-28-12		
Pedigo, Roger	607 Hyde Park Blvd	08-28-12		
Reynolds, Angela	1505 Westhill Dr	08-28-12		
Torres-Anderson, Juana	1006 Spell Ave	08-28-12		

BOARD & COMMISSION MEMBERS

HISTORIC PRESERVATION COMMISSION – Ann Powell
Five members serving 2-year terms; Established OR10-2005-71
 Meets the fourth Wednesday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Buker, Lynn	100 S. Pendell	06-23-09	06-23-13	2
Gentry, Harold	604 Prairie Ave	06-12-12	06-12-14	1
Hill, Ruth Ann	2313 Lakeshore	07-26-11	07-26-13	1
Shaw, Gary	604 Featherston	04-13-10	04-13-14	2
Williams, Sandra	808 S Anglin	08-09-11	08-09-13	1

LAND USE AND DEVELOPMENT COMMITTEE – David Esquivel
Seven Members; EST July 24, 2012
 Meetings as needed

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Archer, Al	614 Rockdale Rd	07-24-12		
Bennett, Landy	1305 Wedgewood Dr	07-24-12		
Cain, Scott	Mayor	07-24-12		
Esquivel, David	City of Cleburne	07-24-12		
Marchel, Cathy	1310 Wedgewood	07-24-12		
White, Cheri	1902 Lakecrest Ct.	07-24-12		
Witte, Amber	620 Rockdale Rd	07-24-12		

LIBRARY ADVISORY BOARD – Tina Williams
Nine Members Serving Two 2-Year Terms
 Meets the first Monday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Baird, Linda	6 Hill Terrace	03-10-09	03-10-13	2
Bell, Elaine	404 Lariat Lane	07-12-11	07-12-13	1
Boughton, Elizabeth	802 Phillips	10-28-08	10-28-12	2
Dooley, Lora	2137 Malone Rd	03-22-11	03-22-13	1
Griffith, Martin L	1616 Hemphill	03-22-11	03-22-13	1
Grigsby, Larry	1013 W Lone Star	04-13-10	04-13-14	2
Hazlewood, Gail	929 Highland Dr	01-26-10	01-26-14	2
McCartney, Sandra	6300 Annahill	11-09-10	11-09-12	1
Nichols, Tammy	1210 Glenhaven Dr	01-26-10	01-26-14	2

BOARD & COMMISSION MEMBERS

MUSEUM ADVISORY BOARD – Julie Baker Nine Members Serving Two 2-Year Terms Meets the second Tuesday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Bell, Charles	404 Lariat	09-14-10	09-14-12	1
Bonds, Patricia	1201 CR 701A	04-24-12	04-24-14	1
Chayer, Barbara	1504 Hemphill	09-14-10	09-14-12	1
Hadley, Linda	1207 Crestview Dr	08-26-08	08-26-12	2
McPherson, Phyllis J	2108 Country Club Rd	08-23-11	08-23-13	1
Rosser, Mindi	811 Shady Creek	04-24-12	04-24-14	1
Sewell, Betty	2274 Cedar Grove Dr	03-08-11	03-08-13	1
Strange, Eli	1605 Browning Ln	09-14-10	09-14-12	1
Webber, Cheryl	914 Highland Dr	08-23-11	08-23-13	1

PARKS AND RECREATION BOARD – Jody Butler Seven Members Serving Two 2-Year Terms Meets the first Monday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Benner, Barney	1661 Woodard #817	07-10-12	07-10-14	1
Evans, Brad	1711 Westhill	04-12-11	04-12-13	1
Geigel, Elizabeth	2511 Lakeshore Dr.	07-10-12	07-10-14	1
Goodman, Brian	410 W Third	01-24-12	01-24-14	1
Parks, John	621 Odell St	06-22-10	06-22-14	2
Powell, Burt E	1213 W Westhill Dr	08-11-09	08-11-13	2
Stone, Randy L	2219 Nottaway	08-11-09	08-11-13	2

PLANNING AND ZONING COMMISSION – Ann Powell Seven Members Serving Two 2-Year Terms Meets the second and fourth Monday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Ardy, Joseph M	1623 Hummingbird Ln	09-08-09	09-08-13	2
Bond, Adam T	1702 Lakeway Dr	01-24-12	01-24-14	1
Corder, Sharon	1203 Hemphill	09-13-11	09-13-13	1
Ellis, Sid M	1106 Janehaven Lakes	08-12-10	08-12-14	2
McPhail, David	1806 Belle Plain	03-13-12	03-13-14	1
Ward, William	911 W Westhill Dr	01-11-11	01-11-13	1
Wileman, Rosemarie	809 Meadow View Dr	10-28-08	10-28-12	2

BOARD & COMMISSION MEMBERS

POLICE/PUBLIC SAFETY ORDINANCE REVIEW COMMITTEE – Dep Chief Amy Knoll
Five Members EST September 25, 2012
 Meetings as needed.

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Bush, Charles	1102 Belmont Rd	09-25-12		
Cech, Jason	1704 Belle Plain Dr	09-25-12		
Force, Robert T	1111 Bales	09-25-12		
McHargue, Joy	1613 Browning Ln	09-25-12		
Navarrete, Tolin	1009 County Club Rd	09-25-12		

TIF DISTRICT #1 (Industrial Park) – Jerry Cash
Five members serving Two 2-year terms; Est. RS04-2001-34
 Meetings are held as needed

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Beeson, Don	Johnson County	06-22-09	06-12-14	3
Harmon, Roger	Johnson County	06-12-06	06-12-14	5
Kelly, Robert	City Council	08-25-09	08-25-13	2
Warren, John - Chairman	City Council	03-10-09	03-10-13	2
White, Gayle	City Council	08-25-09	08-25-13	2

TIF DISTRICT #2 (Downtown) – Jerry Cash
Five members serving Two 2-year terms; Est. RS01-2003-15
 Meetings are held as needed

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Beeson, Don	Johnson County	04-13-07	04-13-13	3
Cain, Scott	1611 Chaucer	06-12-12	06-12-14	1
Harmon, Roger	Johnson County	06-22-09	06-22-13	2
Sturgeon, Dale	City Council	08-25-09	08-25-13	2
Wells, Charles-Chairman	503W Chambers	04-28-11	04-28-13	1

TIF DISTRICT #3 (Chisholm Trail) – Jerry Cash
Five members serving Two 2-year terms; Est. RS01-2012-03
 Meetings are held as needed

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Bailey, Rick	Johnson County	02-13-12	02-13-14	1
Dumas, Erik	Johnson County	02-13-12	02-13-14	1
Kelly, Robert	City Council	01-10-12	01-10-14	1
Sturgeon, Dale	City Council	01-10-12	01-10-14	1
White, Gayle	City Council	01-10-12	01-10-14	1

BOARD & COMMISSION MEMBERS

ZONING BOARD OF ADJUSTMENT – Ann Powell
Nine Members (5 and up to 4 Alternates) Serving Two 2-Year Terms
Meets the third Tuesday of the month

<u>NAME</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>	<u>TERM</u>
Chandler, Lisa	501 Honeysuckle	10-28-08	10-28-12	2
Curlee, Jim	816 Meadowview	09-28-09	09-28-13	2
Hazlewood, Tom	929 Highland	06-28-11	06-28-13	1
Mayfield, Patt	1113 Cottonwood Ct	05-22-12	05-22-14	1
Potts, Brannon	801 Bentwood Ln	07-28-09	07-28-13	2
Shaffer, Steven E	1616 Wordsworth Dr	08-30-10	08-30-14	2
Turman, John	1127 Berkley Dr.	07-12-11	07-12-13	1

Glossary

GLOSSARY

ACCOUNT A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.

ACCOUNTING PERIOD A period of time, at the end of which, and for which financial statements are prepared.

ACCOUNTING SYSTEM The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds.

ACCRUAL ACCOUNTING A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

AD VALOREM TAXES Local property taxes that are assessed upon tangible property: land, improvements, and inventory.

AGENCY FUNDS Funds used to account for assets held by the City, acting as a trustee or agent for individuals, organizations, other governmental entities, and other funds of the City.

APPRAISED VALUE A value given to an asset for the purpose of taxation. (Property values are established by the Johnson County Appraisal District).

APPROPRIATION An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

ASSESSED VALUATION A valuation set upon real estate or other property, by a government body, as the basis for levying taxes.

ASSETS Resources, owned or held by a government, which have monetary value.

AUDIT A methodical examination of the utilization of resources. It concluded in a written report of its findings. It is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being enforced.

BALANCE SHEET A basic financial statement which discloses the assets, liabilities, and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles.

BALANCED An equality between the total of revenues and expenses.

BALANCED BUDGET When the anticipated revenues exceed or equal the anticipated expenditures for a budget period.

BOND A written promise, generally under seal, to pay a specified sum of money called the face value, at a fixed time in the future called the maturity date, and carrying interest at a fixed rate

payable periodically. Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.

BOND FUND A fund used to account for the proceeds of a bond issue. Such proceeds are accounted for in a Capital Projects Fund.

BONDED DEBT That portion of indebtedness represented by outstanding bonds.

BONDS AUTHORIZED AND UNISSUED Bonds which have been legally authorized, but not issued and which can be issued and sold without further authorization. Note: This term should not be confused with the term "margin of borrowing power," or "legal debt margin," either one of which represents the difference between the legal debt limit of a governmental unit and the debt outstanding against it.

BOND ISSUED Bonds sold.

BUDGET A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary or whether it has been approved by the appropriating body.

BUDGET MESSAGE A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

BUDGET ORDINANCE An official act by the City Council to legally authorize City staff to obligate and expend resources.

BUDGETING (APPROPRIATING) The City prepares its budget in conformity with practices prescribed or permitted by the applicable Statutes of the State of Texas. As prescribed by the Statutes, the City in its budgeting process includes as a resource (amount available for current expenditures), a portion of the fund balance that has been accumulated in prior years. This process minimizes tax levies and utilizes all available resources to the fullest extent.

CAD Central Appraisal District

CAFR Comprehensive Annual Financial Report

CAPITAL BUDGET A plan of proposed capital outlay and the means of financing the specified outlay for the stated fiscal period.

CAPITAL EXPENDITURE See Capital Outlay

CAPITAL IMPROVEMENT Value added to capital property, plant, and equipment.

CAPITAL OUTLAY Expenditures which result in the acquisition of or addition to fixed assets.

CAPITAL PROJECTS Established to account for all resources, principally bond proceeds and construction grants, which are used for the acquisition of capital facilities.

CENTRAL APPRAISAL DISTRICT (CAD) A special government district established by state law to appraise and determine fair market values on real property.

CERTIFICATE OF OBLIGATION (CO's) General Obligation Debt issued that is approved by the City Council.

CHART OF ACCOUNTS The classification system used by a City to organize the accounting for various funds.

CITY CHARTER The document of a home rule City similar to a constitution, which establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

COMMUNITY SERVICE DIVISION A division within the City that contains all departments that provide quality of life services to the residents of the city.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) The official annual financial report of a government entity which presents revenues, expenses, assets, liabilities, and equity for all entity funds.

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

DEBT SERVICE FUND A fund established to finance and account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEBT SERVICE FUND REQUIREMENTS The amount of revenue which must be provided to the Debt Service Fund so that all principal and interest payments can be made in full on schedule.

DEBT SERVICE REQUIREMENTS The amount of money required to pay the interest on outstanding debt, serial maturities of principal for serial bonds, and required contributions to a Debt Service Fund for term bonds.

DEFICIT The excess of liabilities of a fund over its assets, or the excess of expenditures over revenues during a specified accounting period. For enterprise funds, it is the excess of expenses over income during the accounting period.

DEPARTMENT A unit of the City organization. All Departments report to one of the eleven Divisions.

DEPRECIATION (1) Expiration in service life of fixed assets other than wasting assets attributable to wear and tear through use and lapse of time, obsolescence, inadequacy or other physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period. Note: The cost of a fixed asset is prorated over the estimated

service life of such asset and each accounting period is charged a portion of such cost so that ultimately the entire cost of the asset is charged off as an expense.

DISBURSEMENTS The paying out of money to satisfy a debt or an expense.

DIVISION The City Departments are divided among eleven Divisions that report directly to the City manager.

EFFECTIVE TAX RATE State law in Texas prescribes a formula for calculating the effective tax rate for cities. The net effect of the formula is to produce a tax rate that goes down when property values rise because of inflation or a growing tax base. The intent is to generate a rate that produces approximately the same revenue as the year before. The formula does make adjustments for newly annexed property and newly constructed property. If it is raised by three percent or more in a year, State law requires that special notices must be posted and published.

ENCUMBRANCE A recorded expenditure commitment representing a contract to purchase goods or services.

ENTERPRISE FUND A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Examples of Enterprise Funds are those funds created for water and sewer utilities, airports, and solid waste services.

EXPENDITURES If the accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid. This includes expenses and a provision for retirement of debt not reported as a liability of the fund from which retired, as well as capital outlay. If they are kept on the cash basis, the term covers only actual disbursements for these purposes. Note: Encumbrances are not considered expenditures.

EXPENSES Charges incurred, whether paid or unpaid for operation, maintenance, interest and other charges which are presumed to benefit the current fiscal period. Note: Legal provisions sometimes make it necessary to treat as an expense, charges whose benefits extend over several periods.

FIREMAN'S RETIREMENT RELIEF (FRR) Retirement fund for the City Fire Department. This fund is owned by the local firemen, controlled and managed by a member retirement board, and regulated by the State of Texas.

FISCAL PERIOD Any period at the end of which a governmental unit determines its financial condition, the results of its operations and closes its books. Note: It is usually a year, though not necessarily a calendar year.

FISCAL YEAR A twelve-month period of time to which the annual budget applies and at the end of which a city determines its financial position and results of operations.

FIXED ASSETS Assets of long-term character in which the intent is to continue to hold or use an asset such as land, buildings, machinery, furniture and other equipment for a long term period. Note: The term does not indicate the immobility of an asset, which is the distinctive characteristic of "fixture."

FIXED CHARGES Those amounts that are considered more or less fixed. Examples are interest, insurance and contributions to Pension Funds.

FOUR (4) B FUND Fund used to account for the proceeds of the 4B Sales Tax.

FOUR (4) B SALES TAX An amendment to state law in 1989 that allows Texas cities, if approved by their voters, to impose an additional sales tax, from 1/8 to 1 cent, to raise funds for economic development projects and/or quality of life issues such as parks, stadiums, and swimming pools.

FRANCHISE FEE A fee paid by public service utilities for use of the public right-of-way or other public property in providing their services to the citizens of the community.

FRR Fireman' Retirement Relief

FUNCTION A group of related activities aimed at accomplishing a major service or regulatory program for which the City is responsible. For example, public safety is a function.

FUND An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND ACCOUNTS All accounts necessary to set forth the financial operations and financial condition of a fund. Note: Sometimes the term is used to denote budgetary accounts as distinguished from proprietary accounts, but such usage is not recommended.

FUND BALANCE The cumulative excess of revenues over/under expenditures in a fund at a point in time.

GAAC Government Accounting and Auditing Committee

GAAP Generally Accepted Accounting Principles

GAO General Accounting Office

GAS Government Accounting Standards

GASB Government Accounting Standards Board

GENERAL FUND The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. The General Fund is used to finance the ordinary operations of a governmental unit.

GENERAL DEBT SERVICE FUND Fund used to manage debt acquired by the General Fund.

GENERAL OBLIGATION BONDS A debt instrument of the city for whose payments the full faith and credit of the issuing body is pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) Uniform minimum standards and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practices at a particular time.

GFOA Government Finance Officers Association

GOAL A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.

GOVERNMENTAL ACCOUNTING A type of accounting using different funds to analyze, record, and summarize the financial transactions of governmental units and agencies.

GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB) A non-profit organization responsible for establishing & improving accounting & financial reporting standards for governmental units.

GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) Professional association of finance officers dedicated to the sound management of government financial resources.

GOVERNMENTAL FUNDS Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

GRANT A contribution of an asset from one governmental agency to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes.

HOTEL/MOTEL OCCUPANCY TAX A seven (7) percent charge levied against the occupants of local Hotels and Motels.

HOTEL/MOTEL OCCUPANCY FUND Fund used to account for the proceeds of the Hotel/Motel Occupancy Tax.

HUD Housing & Urban Development

HOUSING & URBAN DEVELOPMENT US Government Agency whose mission is to increase home ownership, support community development, and increase access to affordable housing.

HUD FUND Fund used to account for, and administer the grant revenue from HUD.

INCOME This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of

an enterprise's activities. As indicated elsewhere, the excess of the total revenues over the total expenses of the enterprise for a particular accounting period is called "net income".

INTEREST A charge for borrowing money; usually a percentage of the outstanding principal over a specified period of time.

INTEREST EXPENSE Charges incurred as a cost of borrowing funds.

INFRASTRUCTURE Long-lived capital assets that are normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

INTERNAL SERVICE FUND A fund established to finance and account for services and commodities furnished by a designated department or agency to other departments or agencies within a single governmental unit or to other governmental units. Amounts expended by the fund are restored thereto, either from operating earnings or by transfers from other funds, so that the original fund capital is kept intact.

INVENTORY LIST A detailed list showing quantities, descriptions, and values of property, units of measure, and unit prices. Note: The term is often confined to consumable supplies, but may also cover fixed assets.

INVENTORY OF SUPPLIES The cost value of supplies on hand.

INVESTMENTS Securities and real estate held for the production of income usually in the form of interests, dividends, rentals, or lease payments. The term does not include fixed assets used in City operations.

LAND A fixed asset account which reflects the value of land owned by a governmental unit. If land is purchased, this account shows the purchase price and costs such as legal fees, filing and excavation costs, and the likes which are incurred to put the land in condition for its intended use. If land is acquired by gift, the account reflects the estimated fair market value at the time of acquisition.

LEASED EQUIPMENT FUND Fund used to account for proceeds reserved for the replacement of capital equipment.

LEGAL DEBT MARGIN The difference between legal debt limit of a governmental entity and the debt outstanding against it.

LIABILITIES Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

LINE ITEM A specific program end item with its own identity.

MARGIN OF BORROWING POWER The difference between legal debt limit of a governmental entity and the debt outstanding against it.

MODIFIED ACCRUAL ACCOUNTING A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

NCTCOG North Central Texas Council of Governments

NON-OPERATING Income of a governmental enterprise which is not derived from the operation of such enterprises. Examples are interest on investments or on bank deposits.

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) a voluntary association of, by and for local governments, and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development. NCTCOG's purpose is to strengthen both the individual and collective power of local governments and to help them recognize regional opportunities, eliminate unnecessary duplication, and make joint decisions.

OBJECT As used in expenditure classification, this term applies to a more specific arrangement of expenditures for services or commodities purchased. An example would be salaries, retirement contributions, or social security accounts. As used in revenue classifications, this term applies to a more specific arrangement of revenue sources; for example, ad valorem taxes, building permits, general sales and use tax, hotel/motel occupancy tax, etc.

OBJECTIVE Desired output oriented accomplishments which can be measured and achieved within a given time frame. Achievement of the objective advances the activity and organization toward a corresponding goal.

OPERATING (1) As used in the accounts of governmental enterprises of a business character, the term means such costs as are necessary for the maintenance of the enterprises, the rendering of services for which the enterprise is operated, the sale of merchandise, the production and disposition of commodities produced and the collection of the revenues. (2) The term is sometimes used to describe expenses for general governmental purposes.

OPERATING EXPENSES Cost of day-to-day operations such as wages, maintenance, office supplies, etc.

OPERATING INCOME Operating revenue less operating expenses that are applied to the daily operating activities of the entity.

OPERATING REVENUE Revenue earned from the day-to-day operations of the entity.

ORDINANCE A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PER CAPITA COSTS The cost of service per person. Per capita costs are based on a population estimate provided of 29,500 by the North Texas Council of Governments.

PERFORMANCE BUDGET A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.

PERFORMANCE MEASURES Specific quantitative measures of work performed within an activity or program. They may also measure results obtained through an activity or program.

PRINCIPAL The amount of funds borrowed, or the part of the amount borrowed which remains unpaid.

PROGRAM A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

PROPERTY TAXES Taxes levied on both real and personal property according to the property's valuation and tax rate. It describes all revenues received in a period from current taxes, delinquent taxes, penalties, and interest on delinquent taxes.

PROPRIETARY FUNDS Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

RECEIPTS Cash received.

RESERVE (or Projection Reserve) An account used to earmark a portion of a fund balance to indicate that it is not appropriate for expenditures or an account used to earmark a portion of fund equity as legally use.

REVENUE The taxes, fees, or other monetary resources that the City collects and receives into the treasury for public use. For those revenues which are recorded on the accrual basis, this term designates additions to assets which: (a) do not increase any liability (b) do not represent the recovery of an expenditure (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets, and (d) do not represent contributions of fund capital in enterprise and internal service funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely recorded to cash.

REVENUE BONDS Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source prior to issuance.

BOND COVERAGE A calculation of an entity's 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.

ROYALTY A share of a product or profit (as of a gas or oil well) received by the owner for allowing another person or business to use the property.

SELF-SUPPORTED DEBT Debt that has a specified revenue source, other than ad valorem taxes, which will be used to support the entire debt.

SERVICE CHARGES A fee paid for the use of a particular service. The fee can be a standard amount such as an admission to the swimming pool or a charge based on consumption such as water charges per 1,000 gallons.

SPECIAL REVENUE FUND A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specified purposes. An example is the Child Safety Fund, which restricts expenditures to child safety programs and municipal school crossing guard programs.

SURPLUS The excess of the assets of a fund over its liabilities; or if the fund has other resources and obligations, the excess of resources over the obligations. The term should not be used without a properly descriptive adjective unless its meaning is apparent from the context. See also Fund Balance.

TAX ABATEMENT The full or partial exemption from ad valorem taxes of eligible properties in a reinvestment zone designated as such for economic development purposes.

TAX BASE The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board. The tax base represents net value after all exemptions.

TAX INCREMENT FINANCING DISTRICT (TIF) A district created to fund infrastructure improvements (streets, water and sewer lines, etc.) in our city that allows for the incremental ad valorem tax to be set aside to pay for those improvements. Creating a TIF district would allow the City of Cleburne to use property tax money from the new district to make infrastructure improvements to that area.

TAX LEVY The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance. The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAX RATE The amount of tax levied for each \$100 of assessed valuation. The maximum tax rate shall not exceed \$2.50 per \$100 of assessed value of real and personal property. Total tax rate is set by Council and is made up of two components: debt service and operations rates.

TAX RATE (EFFECTIVE) An effective tax rate is one that will (1) produce sufficient revenue to meet the taxing unit's debt payments for the coming fiscal year, plus (2) produces approximately the same amount of operating revenue from property taxes last year (that remain taxable this year) as was produced last year.

TAX ROLL The official list showing the amount of taxes levied against each taxpayer or property.

TAXES Compulsory charges levied by a governmental unit for the purpose of financing services performed for common benefit. Note: The term does not include specific charges made against particular persons or property for current or permanent benefits such as a special assessment. Neither does the term include charges. For example, licenses and permits.

TEXAS MUNICIPAL RETIREMENT SYSTEM (TMRS) The retirement system for the employees of the City. TMRS was established in 1948 and administer and manages funds in accordance with the Texas Municipal Retirement System Act (Texas Government Code, Title 8, Subtitle G).

TMRS Texas Municipal Retirement System

TRANSFERS Amounts transferred from one fund to another to assist in financing the services, programs, or to reimburse the recipient fund for services rendered.

TRANSPORTATION FUND Fund used to account for grant revenue, operating revenue generated, and expenses incurred by Cletran, the City and County Transportation system.

TRIAL BALANCE A list of the balances and the accounts in a ledger kept by double entry with the debit and credit balances shown in separate columns. If the totals of the debit and credit columns are equal or their net balance agrees with a control account, the ledger from which the figures are taken is said to be "in balance".

TRUST AND AGENCY A fund used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (1) Expendable Trust Funds (2) Non-Expendable Trust Funds (3) Pension Trust Funds and (4) Agency Funds.

UNENCUMBERED The amount of undesignated funds that is available for allocation for any purpose.

UNRESERVED FUND BALANCE A measure of financial resources set aside and unencumbered to mitigate current and future risks.

USER CHARGES The payment of a fee for the direct receipt of a public service by the party benefiting from the service.

WORKING CAPITAL An amount of funds that is calculated as the excess of current assets over current liabilities.