



City of Terrell Hills
2014 Budget

City of Terrell Hills Fiscal Year 2014

This budget will raise more total property taxes than last year's budget by \$79,617 equal to a 2.17%, and of that amount \$62,857 is tax revenue to be raised from new property added to the tax roll this year.

The members of the City Council voted on the budget as follows:

For: Council Person – Michelle Brady Council Person- Anne Ballantyne
 Council Person – William Ochse

Against: None

Present and not voting: Mayor – Brad Camp

Absent: Council Person - Charles Parish

Property Tax Rate Comparison

	2013	2012
Property Tax Rate:	.371729	.390026
Effective Tax Rate:	.371729	.390026
Effective Maintenance & Operations Tax Rate:	.304119	.314488
Rollback Tax Rate:	.395484	.446367
Debt Rate:	.067610	.070579

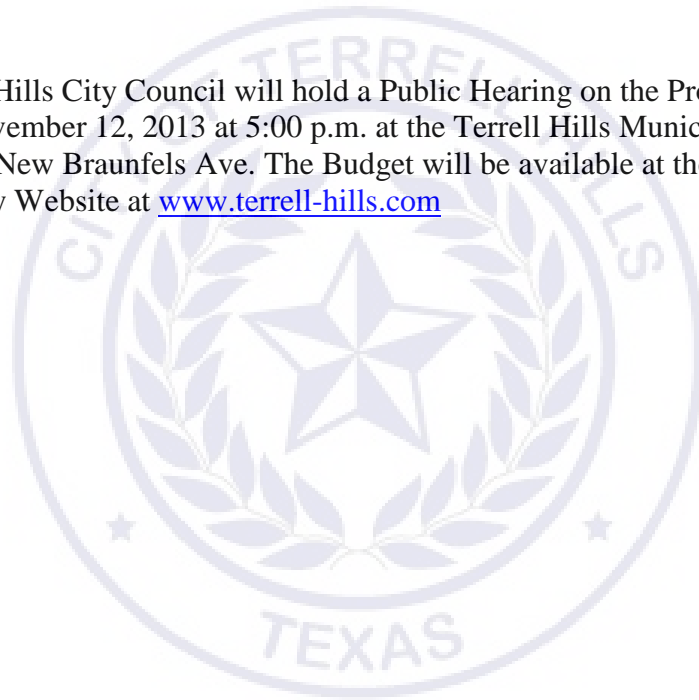
Total debt obligation for the City of Terrell Hills secured by property taxes: \$0.00

Index

Page	
4	Public Hearing Announcement
5	2014 Fiscal Budget Calendar
6	Statement of Estimated Ad Valorem
7	City Manager's Budget Introduction
8	Projected General Fund Balance
9	Budget Detail Summary
13	Income/Expense Graphs
15	Debt Service Summary
16	Debt Service Schedule
17	Capital Projects
18	Organizational Chart
19	Pay and Benefits Plan
22	Payroll Summary
23	Administrative Department Budget
25	Police Department Budget
29	Fire Department Budget
34	Development & Public Works Budget
38	General Budget Summary
41	Vehicle Replacement Schedule

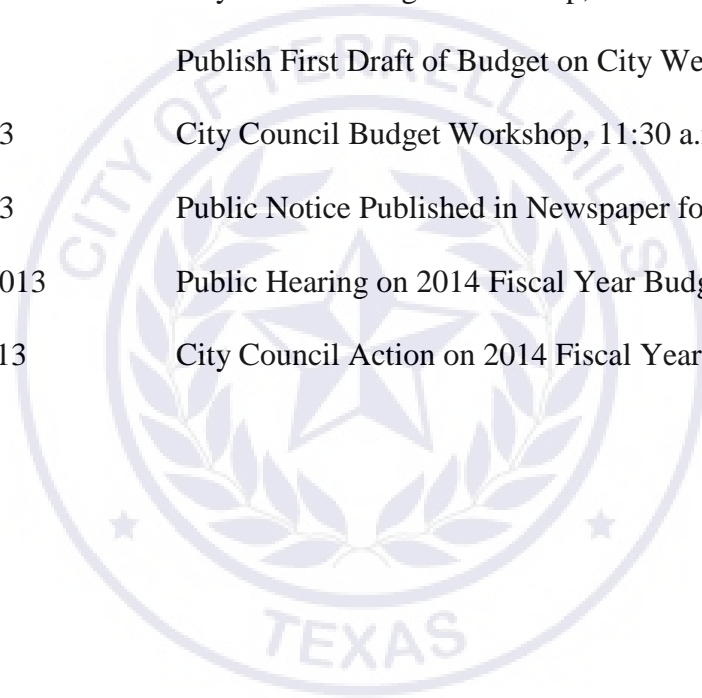
Notice of Public Hearing on the 2014 Fiscal Year Budget for the City of Terrell Hills

The City of Terrell Hills City Council will hold a Public Hearing on the Proposed 2014 Fiscal Year Budget on November 12, 2013 at 5:00 p.m. at the Terrell Hills Municipal Complex. Located at 5100 N. New Braunfels Ave. The Budget will be available at the City Hall and available on the City Website at www.terrell-hills.com



City of Terrell Hills 2014 Fiscal Budget Calendar

September 19, 2013	City Council Budget Workshop, 11:30a.m.
October 1, 2013	Publish First Draft of Budget on City Website
October 16, 2013	City Council Budget Workshop, 11:30 a.m.
October 24, 2013	Public Notice Published in Newspaper for Budget Hearing
November 12, 2013	Public Hearing on 2014 Fiscal Year Budget, 5:00 p.m.
December 9, 2013	City Council Action on 2014 Fiscal Year Budget, 5:00 p.m.



Estimated Tax Rate
Fiscal Year
2014

2013 Adopted Tax Rate

Debt rate	M&O rate	Total adopted rate
.067610	.304119	.371729

Certified Valuation \$1,161,204,909.00

2014 estimated rate with \$30 million in new appraised value added

Debt rate	M&O rate	Total proposed rate
.065907	.311650	.377577

Estimated Valuation \$1,191,204,909.00

Note: The rates calculated above are estimates only and may vary dependent upon actual valuations once certified by the Bexar County Appraisal District.

September 30, 2013

Mayor J. Bradford Camp
City Council Members
Terrell Hills, Texas

To the Honorable Mayor and City Council:

We are pleased to present to the City Council and citizens of the City of Terrell Hills the 2014 Proposed Operating Budget. The Proposed Budget has been developed with the goal of providing quality services and maintaining the quality of life for the citizens of the City through efficient fiscal and personnel management while utilizing the City's Strategic Goals to establish benchmarks for our programs.

The Proposed General Fund Budget total revenue is \$4,670,592 which represents a decrease of 2.09% or approximately \$99,776 from the 2013 Budget. The projected revenue decrease is primarily the result of completion of the distribution of the CPS CEID fund. This creates a decrease in \$300,000 in total revenue that is partially offset in projected increases in Sales Tax, Building Permits and Ad Valorem Taxes to create a net increase in program spending.

The Budget as presented is Balanced with no anticipated requirement to draw down the Reserve Funds beyond \$400,000 for the purchase of a Fire Truck from the Future Vehicle Replacement Reserves and a transfer of \$200,000 to the Capital Funds for future street improvements.

Proposed expenditures reflect a 2% cost of living increase for City employees. No new employee positions are projected in this budget. The budget does reflect a re-organization of the Street Department into the new Development Services and Public Works Department. This consolidates the management of those program areas as well as streamline the services for the community.

The City anticipates starting the long awaited Capital Improvement project on portions of Ivy Lane, Elmcourt and a portion of South Vandiver in partnership with San Antonio Water System. This should allow for the most effective use of the community's funds in renovating those streets and reduce the amount of time they are under construction. This should utilize the balance of the 2011 Bonds approved by the citizens for Road Repair.

Overall, every effort has been made within the Proposed Budget to allocate resources in a sound manner that enables the effective delivery of municipal service for the safety, health, and welfare of the citizens of the City of Terrell Hills. These recommendations are forwarded to the Mayor and City Council for review and consideration.

Respectfully submitted,



Columbus Stutes
City Manager
City of Terrell Hills

	Actual FY2012 31-Dec	Budgeted 2013 31-Dec	2014 Proposed 31-Dec
Beginning Cash on Hand Balance	1,633,600	2,524,577	2,837,941
CEID Fund Distribution	300,324	300,000	
Excess of Revenue over Expenditure	<u>590,653</u>	<u>295,000</u>	
Ending Cash Balance	2,524,577	3,119,577	2,837,941
Designated Reserve, Bonds	-423,936	-489,067	-512,642
Designated Reserve Crossing Guard	-7,996	-5,800	-95,000
Asset Forfeiture Fund			-140,000
Designated Reserve Vehicle Replacement	-350,000	-400,000	-400,000
CEID FUND Reserve	-300,324	-600,000	-300,324
Less Operating Reserve (180 days)	<u>-2,188,418</u>	<u>-2,200,000</u>	<u>-2,227,651</u>
Gross Ending Available Balance	-746,097	-575,290	-\$837,676

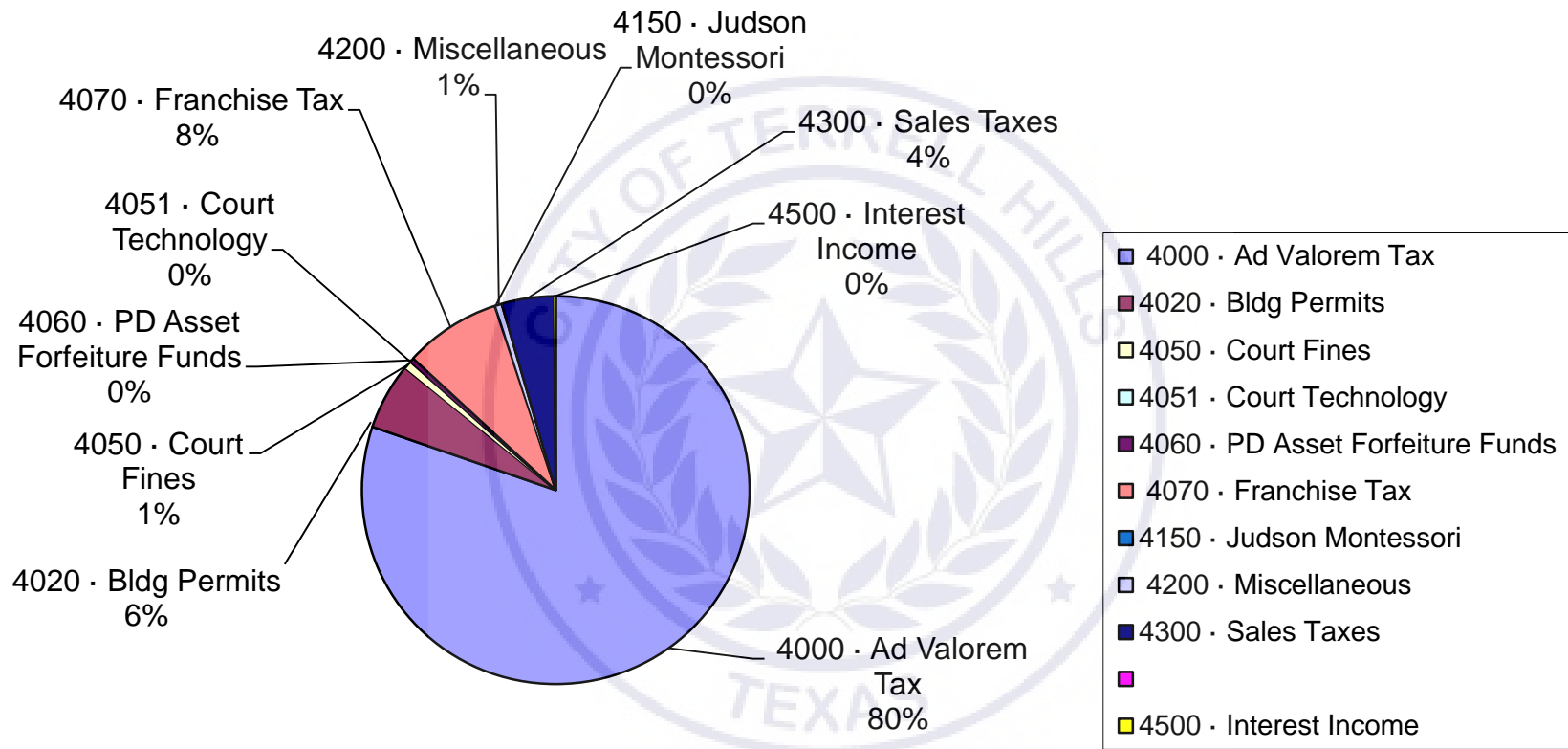
	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13--- Estimated Final	2014 Proposed Budget
Estimated General Fund Balance Jan 1	\$4,882,637.00	\$2,412,535.00	\$2,524,577.00	\$2,837,941.00
Ordinary Income/Expense				
Income				
4000 - Ad Valorem Tax				
4001 - Delinquent Ad Valorem	32,541.83	30,000.00	28,000.00	30,000.00
4002 - FY Ad Valorem Receipts	1,891,435.04	2,080,915.00	1,985,362.00	2,041,904.00
4003 - Prior Nondel Ad Valorem	1,612,833.49	1,551,860.00	1,633,832.00	1,670,488.40
Total 4000 - Ad Valorem Tax	3,536,810.36	3,662,775.00	3,647,194.00	3,742,392.40
4020 - Bldg Permits	160,066.00	150,000.00	203,500.00	258,500.00
4050 - Court Fines	13,361.08	18,000.00	28,000.00	30,000.00
4051 - Court Technology	500.00	693.60	1,200.00	1,500.00
4060 - PD Asset Forfeiture Funds				
4061 - Federal Funds	6,590.46	20,000.00	140,000.00	10,000.00
4062 - State Funds	0.00	10,000.00	0.00	5,000.00
Total 4060 - PD Asset Forfeiture Funds	6,590.46	30,000.00	140,000.00	15,000.00
4070 - Franchise Tax				
Total 4070 - Franchise Tax	353,771.26	370,000.00	379,000.00	375,000.00
4150 - Judson Montessori	5,000.00	5,000.00	5,000.00	5,000.00
4180 - CPS CIED Fund	300,234.80	300,000.00	300,234.81	0.00
4200 - Miscellaneous				
4212 - Vehicle Sales	0.00	4,500.00	5,835.00	7,000.00
4213 - Board Fees	1,500.00	1,500.00	2,000.00	2,000.00
4214 - Burglar Alarms	900.00	1,000.00	1,325.00	1,200.00
4216 - Crossing Guard	5,448.05	3,500.02	5,000.00	5,000.00
4218 - DONATIONS	1,387.00		300.00	
4222 - Receipt Book	1,680.40	2,900.00	3,488.50	4,000.00
4223 - Recycling Income	3,705.25	8,500.00	5,200.00	8,500.00
4200 - Miscellaneous - Other	2,374.02		2,000.00	2,000.00
Total 4200 - Miscellaneous	16,994.72	21,900.02	25,148.50	29,700.00
4300 - Sales Taxes	249,251.76	200,000.00	203,520.00	205,000.00
4500 - Interest Income				
4502 - Interest Income Money Mkt	13,846.49	12,000.00	8,400.00	8,500.00
Total 4500 - Interest Income	13,846.49	12,000.00	8,400.00	8,500.00
Total Income	4,302,655.67	4,770,368.62	4,941,197.31	4,670,592.40
Gross Profit	4,302,655.67	4,770,368.62	4,941,197.31	4,670,592.40

	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13--- Estimated Final	2014 Proposed Budget
Expense				
500000 · Administrative Expenses				
5001000 · Salaries Administrative	215,509.62	251,220.00	220,540.00	\$193,649.59
5001035 · CCAFE Expense	115.20	300.00	219.96	300.00
5001040 · TMRC	25,720.10	32,055.67	30,000.00	24,477.31
5001050 · Med 1	0.00	14,000.00	17,500.00	17,000.00
5001060 · Dental	13,824.00	1,200.00	300.00	400.00
5001205 · Bank Charges	864.48		230.79	
5001225 · Admin Training	-165.00	2,000.00	2,200.00	4,800.00
5001235 · Miscellaneous	427.42	5,000.00	4,780.00	4,000.00
5001236 · Admin Gas and Oil	4,632.88	1,650.00	920.00	0.00
5001240 · Office Expense	1,052.50	4,200.00	3,650.00	4,000.00
5001242 · Court Office Supplies	3,531.25		109.00	
5001247 · Returned Checks	1,136.54	500.00	0.00	500.00
Total 500000 · Administrative Expenses	266,648.99	312,125.67	280,449.75	249,126.90
510000 · Police Department				
5101000 · Salaries Police Department	778,791.09	775,698.00	774,851.00	829,276.67
5101035 · CCAFE Expense	1,575.52	1,800.00	920.00	1,200.00
5101040 · TMRC	96,966.96	98,979.06	97,342.00	104,820.57
5101045 · CNCAF Expense	606.48	750.00	430.00	500.00
5101050 · Med 1	61,096.37	48,000.00	54,000.00	55,000.00
5101060 · Dental	3,623.67	4,400.00	3,400.00	3,600.00
5101090 · Uniforms	8,665.84	9,600.00	9,600.00	9,600.00
5101102 · Animal Control	2,511.55	2,000.00	2,800.00	5,000.00
5101105 · CID	2,363.57	2,000.00	1,940.00	2,000.00
5101132 · Gas & Oil	32,627.26	33,000.00	31,460.00	35,000.00
5101157 · Radio Maintenance	4,357.44	2,000.00	1,200.00	2,000.00
5101178 · Tire & Battery	700.28	4,000.00	2,200.00	4,000.00
5101179 · Vehicle Repairs	6,211.49	8,000.00	6,200.00	8,000.00
5101225 · Training	12,325.74	11,500.00	11,500.00	18,300.00
5101235 · Miscellaneous	10,072.61	10,000.00	10,000.00	5,000.00
5101240 · Office Expense	1,631.56	2,000.00	2,600.00	5,000.00
5101330 · Vest	1,445.00	2,000.00	1,600.00	2,500.00
5101350 · Equipment	63,803.55	42,895.00	42,560.00	63,480.00
5101360 · PD Asset Forfeiture State Fund	729.99	22,065.00	0.00	10,000.00
5101365 · PD Asset Forfeiture Fed Fund	5,151.58	10,000.00	2,090.11	5,000.00
Total 510000 · Police Department	1,095,257.55	1,090,687.06	1,056,693.11	1,169,277.24

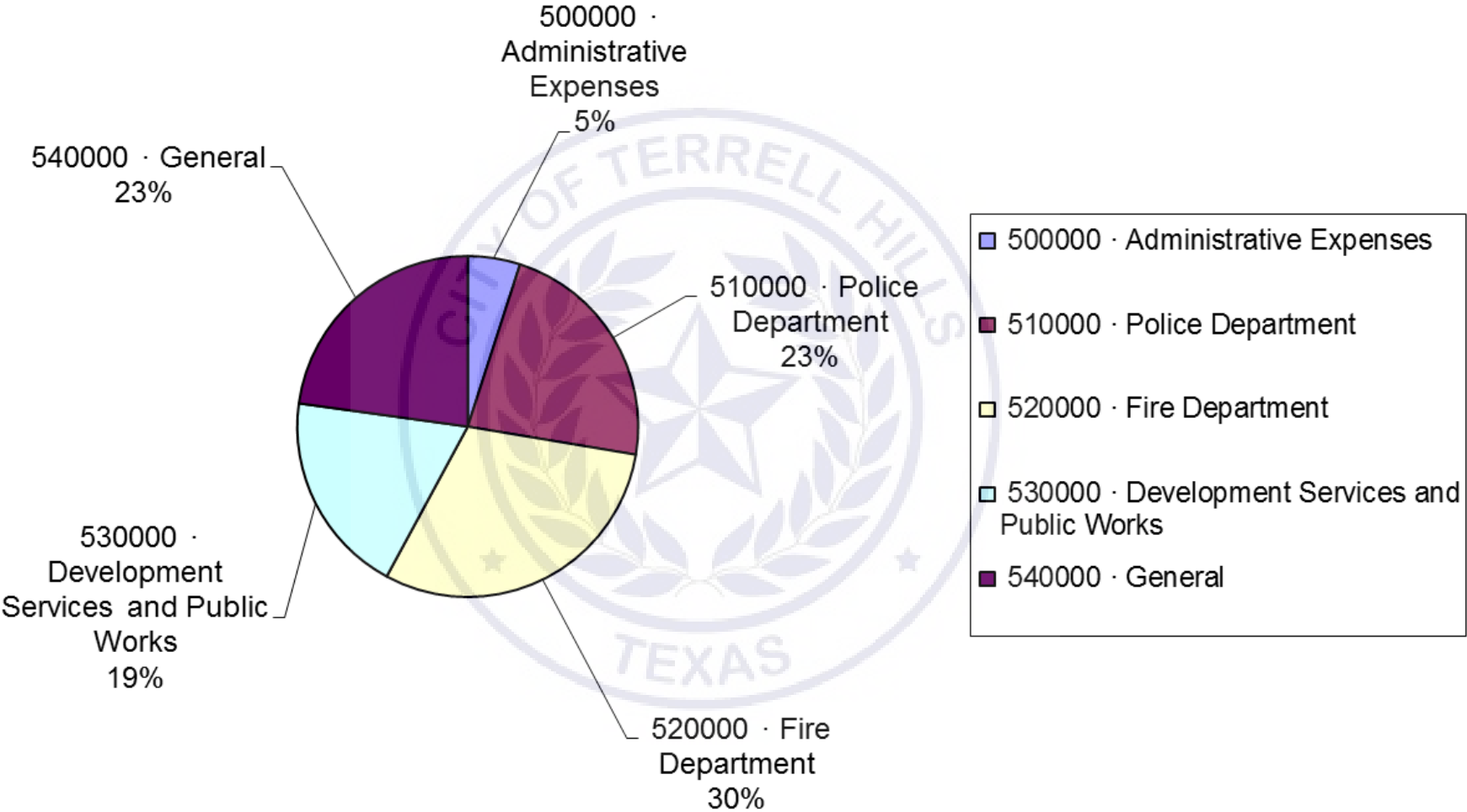
	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13--- Estimated Final	2014 Proposed Budget
520000 - Fire Department				
5201000 - Salaries Fire Department	717,275.26	804,270.00	742,036.00	860,067.29
5201035 - CCAFE Expense	2,338.98	4,300.00	680.00	2,500.00
5201040 - TMRC	88,613.91	102,624.85	98,000.00	108,712.50
5201045 - CNCAF - Fire Dept	251.93	500.00	2,500.00	2,500.00
5201050 - Med 1	55,932.41	48,000.00	51,800.00	52,000.00
5201060 - Dental	3,477.59	3,200.00	3,200.00	3,200.00
5201090 - Uniforms	26.92	9,900.00	9,900.00	9,900.00
5201128 - Fire Department Quarters	9,585.45	4,000.00	4,000.00	5,500.00
5201129 - Equipment & Maintenance	3,083.39	43,210.00	43,200.00	444,400.00
5201132 - Gas & Oil	41,413.46	7,983.65	7,400.00	8,500.00
5201157 - Radio Maintenance	7,022.70	2,500.00	2,000.00	2,500.00
5201178 - Tire & Battery	2,093.97	2,000.00	1,500.00	2,000.00
5201179 - Truck Repairs	727.28	5,000.00	4,900.00	5,000.00
5201225 - Training	3,292.95	31,500.00	29,800.00	19,000.00
5201235 - Miscellaneous	26,663.29	7,000.00	7,000.00	3,000.00
5201240 - Office Expense	7,913.96	2,000.00	2,500.00	3,000.00
Total 520000 - Fire Department	969,713.45	1,077,988.50	1,010,416.00	1,531,779.79
530000 - Development & Public Works				
5301000 - Salaries Development & Public Works	493,665.41	493,744.00	482,563.00	526,152.76
5301035 - CCAFE Expense	3,807.11	4,200.00	680.00	800.00
5301040 - TMRC	62,772.87	63,001.73	61,200.00	66,505.71
5301045 - CNCAF Expense	1,134.12	1,300.00	0.00	500.00
5301050 - Med 1	53,435.15	50,948.00	56,000.00	58,000.00
5301060 - Dental	5,236.93	6,000.00	4,100.00	4,500.00
5301090 - Uniforms	6,546.04	9,000.00	9,000.00	9,000.00
5301100 - Alley Maintenance	9,070.00	15,000.00	4,900.00	10,000.00
5301112 - Waste Disposal	114,550.50	112,000.00	110,230.00	135,000.00
5301132 - Gas & Oil	46,154.32	45,000.00	42,130.00	45,000.00
5301165 - Sprinkler & Park Maintenance	351.66	36,000.00	32,500.00	36,000.00
5301178 - Tire & Battery	273.89	19,000.00	15,000.00	18,000.00
5301179 - Equip Maint	17,811.44	47,000.00	41,593.00	47,000.00
5301235 - Miscellaneous	37,645.43	800.00	812.00	800.00
5301240 - Office Expense	508.11	500.00	412.00	500.00
5301375 - Materials & Equipment	50,698.45	9,000.00	7,621.00	9,000.00
Training (New Category)				4,500.00
Total 530000 - Development & Public Works	903,661.43	912,493.73	868,741.00	971,258.47

	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13--- Estimated Final	2014 Proposed Budget
540000 - General				
5401041 - Elections	0.00	2,400.00	0.00	3,000.00
5401101 - Appraisal District	21879.23	28,000.00	26,800.00	28,000.00
5401103 - Audit	14500.00	15,000.00	14,500.00	15,000.00
5401105 - Engineering Services	0.00	15,000.00	12,600.00	5,000.00
5401106 - Prosecutor	2600.00	2,400.00	2,400.00	2,400.00
5401107 - Judge	2200.00	2,400.00	2,400.00	2,400.00
5401108 - City Attorney	9925.16	18,000.00	9,852.00	15,000.00
5401109 - Telephone	5770.51	4,130.00	6,600.00	7,500.00
5401110 - CPS	13589.50	15,000.00	16,800.00	17,000.00
5401111 - Street Lights CPS	18169.07	21,000.00	20,154.00	22,000.00
5401112 - Water	8992.35	9,530.00	12,540.00	12,500.00
5401114 - Dispatch	138929.10	137,000.00	137,000.00	154,300.00
5401125 - EMS Contract	144184.03	156,000.00	125,480.00	148,250.00
5401130 - Health Inspections	1800.00	2,500.00	2,500.00	2,500.00
5401138 - Insect control	0.00	3,000.00	2,460.00	3,000.00
5401145 - Liability Insurance	34225.36	40,000.00	36,587.50	40,000.00
5401146 - Workers' Compensation Insurance	72839.89	73,000.00	75,156.46	75,000.00
5401150 - Newsletter	1721.10	1,000.00	0.00	5,000.00
5401165 - Storm Water Management Program	11436.23	20,000.00	18,540.00	10,000.00
5401175 - Street Repairs	62950.99	200,000.00	50,000.00	50,000.00
5401200 - Community Events	3659.98	6,000.00	12,450.00	14,000.00
5401210 - Contingencies	11262.40	20,000.00	19,500.00	50,000.00
5401220 - Dues & Subscriptions	4973.38	3,500.00	3,420.00	4,500.00
5401235 - Miscellaneous	2153.48	2,000.00	2,720.34	1,000.00
5401245 - Postage	790.73	500.00	685.00	800.00
5401300 - Building Maintenance	13360.99	15,000.00	19,570.00	25,000.00
5401325 - Computers	32267.65	60,905.00	62,000.00	52,000.00
5401350 - Court Technology	2791.00	500.00	0.00	500.00
5401600 - Payroll Taxes				
5401610 - City Life	3479.76	3,500.00	3,500.00	3,500.00
5401670 - FICA	132447.36	144,145.78	125,000.00	130,000.00
5401675 - SUI	13471.56	24,000.00	21,000.00	20,000.00
5401685 - Medicare	30975.59	33,711.51	32,500.00	30,000.00
Total 5401600 - Payroll Taxes	180374.27	205,357.29	182,000.00	183,500.00
Total 540000 - General	817,346.40	1,079,122.29	874,715.30	949,150.00
Total Expense	4,052,627.82	4,472,417.25	4,091,015.16	4,870,592.40
Net Ordinary Income	250,027.85	297,951.37	850,182.15	-200,000.00
From Future Vehicle Reserve				400,000.00
transfer to Capital Fund	2,950,000.00		450,000.00	200,000.00
Net Income	250,027.85	297,951.37	400,182.15	0.00
Estimated General Fund Balance Dec 31	\$2,182,664.85	\$2,712,515.00	\$2,474,759.15	\$2,637,941.00
Estimated General Fund Reserves	\$1,147,119.00	\$1,020,800.00	\$1,288,134.00	\$1,040,134.00
180 day Operating Reserve	\$2,188,418.00	\$2,237,000.00	\$2,237,000.00	\$2,227,651.00
Undesignated Resrve	-\$1,152,872.15	-\$545,285.00	-\$1,050,374.85	-\$629,844.00

2014 Income

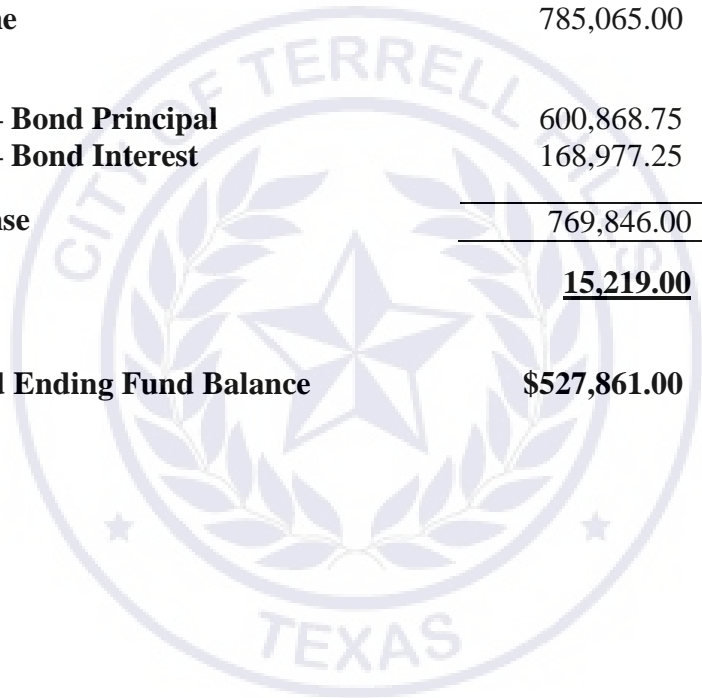


2014 Expense



City of Terrell Hills
2014
Debt Service
Budget

	Budget
Estimated Starting Fund Balance	\$512,642.00
Income	
4001 – Ad Valorem Taxes	785,065.00
Total Income	785,065.00
Expense	
5501500 – Bond Principal	600,868.75
5501510 – Bond Interest	168,977.25
Total Expense	769,846.00
Net Income	<u>15,219.00</u>
Estimated Ending Fund Balance	\$527,861.00



Debt Service Schedule

Date	2011 Series	2012 Series	Net	Fiscal Total
02/01/2014	255,058.25	345,810.50	600,868.75	-
08/01/2014	154,503.25	14,474.00	168,977.25	-
12/31/2014	-	-	-	769,846.00
02/01/2015	254,503.25	344,474.00	598,977.25	-
08/01/2015	153,718.25	12,857.00	166,575.25	-
12/31/2015	-	-	-	765,552.50
02/01/2016	258,718.25	342,857.00	601,575.25	-
08/01/2016	152,741.75	11,075.00	163,816.75	-
12/31/2016	-	-	-	765,392.00
02/01/2017	257,741.75	341,075.00	598,816.75	-
08/01/2017	151,602.50	9,012.50	160,615.00	-
12/31/2017	-	-	-	759,431.75
02/01/2018	261,602.50	359,012.50	620,615.00	-
08/01/2018	150,216.50	6,440.00	156,656.50	-
12/31/2018	-	-	-	777,271.50
02/01/2019	260,216.50	356,440.00	616,656.50	-
08/01/2019	148,654.50	3,447.50	152,102.00	-
12/31/2019	-	-	-	768,758.50
02/01/2020	263,654.50	353,447.50	617,102.00	-
08/01/2020	146,866.25	-	146,866.25	-
12/31/2020	-	-	-	763,968.25
02/01/2021	666,866.25	-	666,866.25	-
08/01/2021	138,130.25	-	138,130.25	-
12/31/2021	-	-	-	804,996.50
02/01/2022	678,130.25	-	678,130.25	-
08/01/2022	128,518.25	-	128,518.25	-
12/31/2022	-	-	-	806,648.50
02/01/2023	693,518.25	-	693,518.25	-
08/01/2023	118,009.25	-	118,009.25	-
12/31/2023	-	-	-	811,527.50
02/01/2024	698,009.25	-	698,009.25	-
08/01/2024	106,786.25	-	106,786.25	-
12/31/2024	-	-	-	804,795.50
02/01/2025	711,786.25	-	711,786.25	-
08/01/2025	94,625.75	-	94,625.75	-
12/31/2025	-	-	-	806,412.00
02/01/2026	729,625.75	-	729,625.75	-
08/01/2026	81,417.75	-	81,417.75	-
12/31/2026	-	-	-	811,043.50
02/01/2027	746,417.75	-	746,417.75	-
08/01/2027	67,186.75	-	67,186.75	-
12/31/2027	-	-	-	813,604.50
02/01/2028	762,186.75	-	762,186.75	-
08/01/2028	51,966.25	-	51,966.25	-
12/31/2028	-	-	-	814,153.00
02/01/2029	781,966.25	-	781,966.25	-
08/01/2029	35,687.25	-	35,687.25	-
12/31/2029	-	-	-	817,653.50
02/01/2030	800,687.25	-	800,687.25	-
08/01/2030	18,360.00	-	18,360.00	-
12/31/2030	-	-	-	819,047.25
02/01/2031	818,360.00	-	818,360.00	-
12/31/2031	-	-	-	818,360.00

City of Terrell Hills
Fiscal Year 2014

Capital Funds
Budget

Estimated Fund Balance 12/31/2013 2,056,540.00

Income

General Fund Transfer 200,000.00
Interest 3,200.00

Total Income 203,200.00

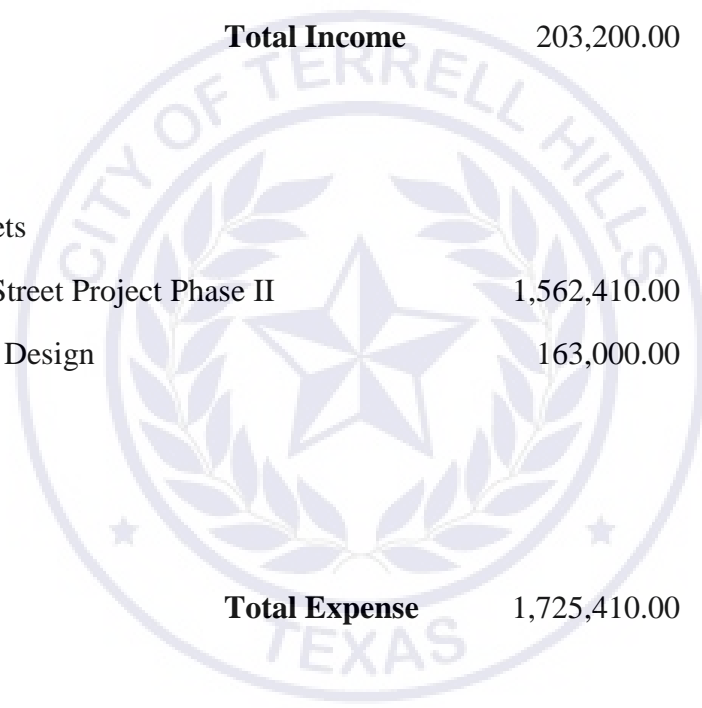
Expense

Capital Outlay Streets

2011 Bond Street Project Phase II 1,562,410.00
Engineering Design 163,000.00

Total Expense 1,725,410.00

Estimated Fund Balance 12/31/2014 534,330.00



2014 City Council:

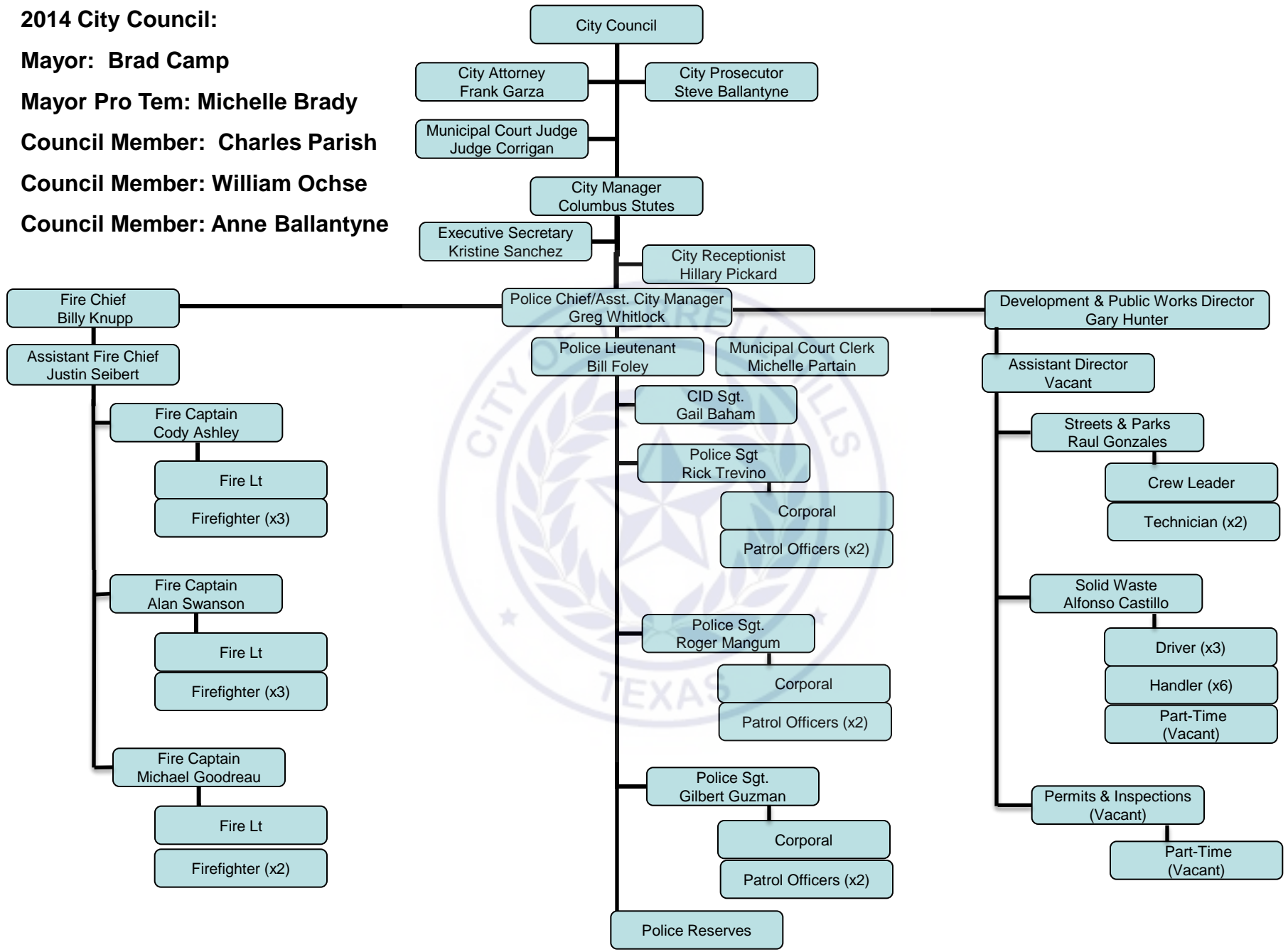
Mayor: Brad Camp

Mayor Pro Tem: Michelle Brady

Council Member: Charles Parish

Council Member: William Ochse

Council Member: Anne Ballantyne



Fiscal Year 2014 Pay and Benefits Plan

Base Pay

Administrative Department

Title	Authorized Positions	Base Rate/ Period
City Manager	1	\$102,000.00/ Annual*
Executive Secretary	1	\$3,353.76/ monthly*
Receptionist	1	\$2,563.26/ monthly

* City Manager to receive \$200 per month vehicle allowance and \$50 per month phone allowance

* Executive Secretary to receive \$50.00 per month vehicle allowance

Police Department

Chief	1	\$6,670.80/ monthly*
Lieutenant	1	\$4,681.80/ monthly
Sergeant	4	\$3,949.44/ monthly
Corporal	3	\$3,756.73/ monthly
Patrol Officer II	6	\$3,511.95/ monthly
Patrol Officer I/ In Training	As Needed	\$3,250.00/ monthly
Court Clerk	1	\$2,903.05/ monthly

* Police Chief to receive \$200 per month vehicle allowance and \$50 per month phone allowance

Fire Department

Chief	1	\$5,254.02/ monthly*
Assistant Chief	1	\$4,681.80/ monthly
Captain	3	\$4,156.97/ monthly
Lieutenant	3	\$3,863.15/ monthly
Firefighter II	8	\$3,746.09/ monthly
Firefighter I/ In Training	As required	\$3,250.00/ monthly

* Fire Chief to receive \$200 per month vehicle allowance and \$50 per month phone allowance

Development Services & Public Works

Director	1	\$4,743.00/ monthly*
Assistant Director	1	Vacant*
Foreman	1	\$17.60/ hourly*
Senior Route Supervisor	1	\$15.81/ hourly*
Route Supervisor	2	\$15.30/ hourly
Crew Leader	2	\$14.75/ hourly
Crew Tech III	2	\$14.50/ hourly
Crew Tech II	5	\$14.20/ hourly
Crew Tech I	As Needed	\$13.79/ hourly
Helper	As Needed	\$13.00/ hourly
Part-Time Tech	As Needed	\$12.00-\$18.00/hourly DOQ

* Director, Assistant Director, Foreman & Senior Route Supervisor to receive \$50 per month phone allowance

Street Department personnel with a Texas Class B Commercial Drivers License will receive \$100.00 per month

Benefits

1. That new police officers and firefighters will be furnished an in-kind initial issue and be provided an annual uniform allowance of \$600 after completion of their training period. Development & Public Works Department employees will be provided an annual uniform allowance of \$600. Uniform allowances will be administered by department heads, whose approval will authorize City payments for uniform items.

2. That each full-time City employee shall receive longevity pay based on the salaries listed herein, such longevity pay to be based upon completed years of service to the City and computed as follows:

- a. First through third years 2% of base pay per year
- b. Fourth through seventh years 1% of base pay per year
- c. Eighth year onward 1/2 of 1% of base pay per year

3. That the fringe benefits of the employees be and the same hereby are as follows:

a. Holidays: The City will observe ten holidays per year. These holidays are New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and the day following, and Christmas. Employees are granted nine paid holidays; administrative personnel are encouraged to use a vacation day on Veteran's Day.

b. Sick Leave: Sick leave for full-time employees shall be earned at the rate of 8 hours month (12 hours applies to fire department personnel on 24 hour shifts) with a maximum accumulation of sixty days. *There will be no accumulation in any month that sick time was used.* Any employee with more than 30 days accumulated sick leave may use no more than 5 sick days as additional paid vacation. Any sick leave taken in excess of three consecutive days will require certification of a licensed physician. There will be no payment for unused sick leave upon an employee's termination.

c. Group Hospitalization Insurance: The City will provide group hospitalization and major medical insurance effective on the first day of the month following date of hire. Dependents' coverage and dental insurance shall be made available at the option of the individual employee. The City will contribute up to \$400 monthly to the City provided group plan for the employee and dependent insurance, with the employee responsible for the balance through payroll deduction. The City will also afford each employee the opportunity to obtain disability income and/or indemnity insurance for non-work-related accidents and illnesses, to be paid for by the employee through payroll deduction.

d. Group Life Insurance: Each employee will be provided with group life insurance based on the terms of the major medical policy and shall not exceed a total of \$50,000 in benefits. Dependents' coverage shall be made available at the option of the individual employee, the cost of which is to be paid by the employee.

e. Incentive Pay: Monthly pay to provide incentive for professional and educational accomplishment will be provided as shown below. Each employee is eligible for one incentive pay in each category related to their duty position. Certification of eligibility will be accomplished by the Department Head.

1) Education

Bachelors Degree	\$150.00
Associates Degree	75.00

(2) Professional Certification

Master Peace Officer/Master Firefighter/Court Clerk III	100.00
Advanced Peace Officer/Advanced Firefighter/Court Clerk II	75.00
Intermediate Peace Officer/Intermediate Firefighter/Court Clerk I	50.00

(3) Training Coordinator 80.00

(4) Fire Instructor/Police FTO 25.00

(5) EMS Instructor 50.00

(6) Fire Inspector 50.00

Each Police Officer on the night shift will receive a \$25.00 per month shift differential.

Each Firefighter will receive a \$10.00 cell phone allowance for emergency recall texting fees.

All Fire Captains, Police Sergeants, Public Works Foreman and above will receive \$50.00 per month cell phone allowance.

f. Vacation: Full-time Regular Employees shall be eligible for paid vacation days based on the following schedule;

After 6 months	5 days
1 year thru 10 years	10 days
11 years and onward	15 days

Note: Variations and exceptions from this schedule may be found in the Personnel Policy Handbook with City Council approval.

The Personnel Policy Handbook prescribes the use and accumulation of Vacation days.

Proposed Raise

2.00%

**Payroll Projections
Fiscal Year 2014**

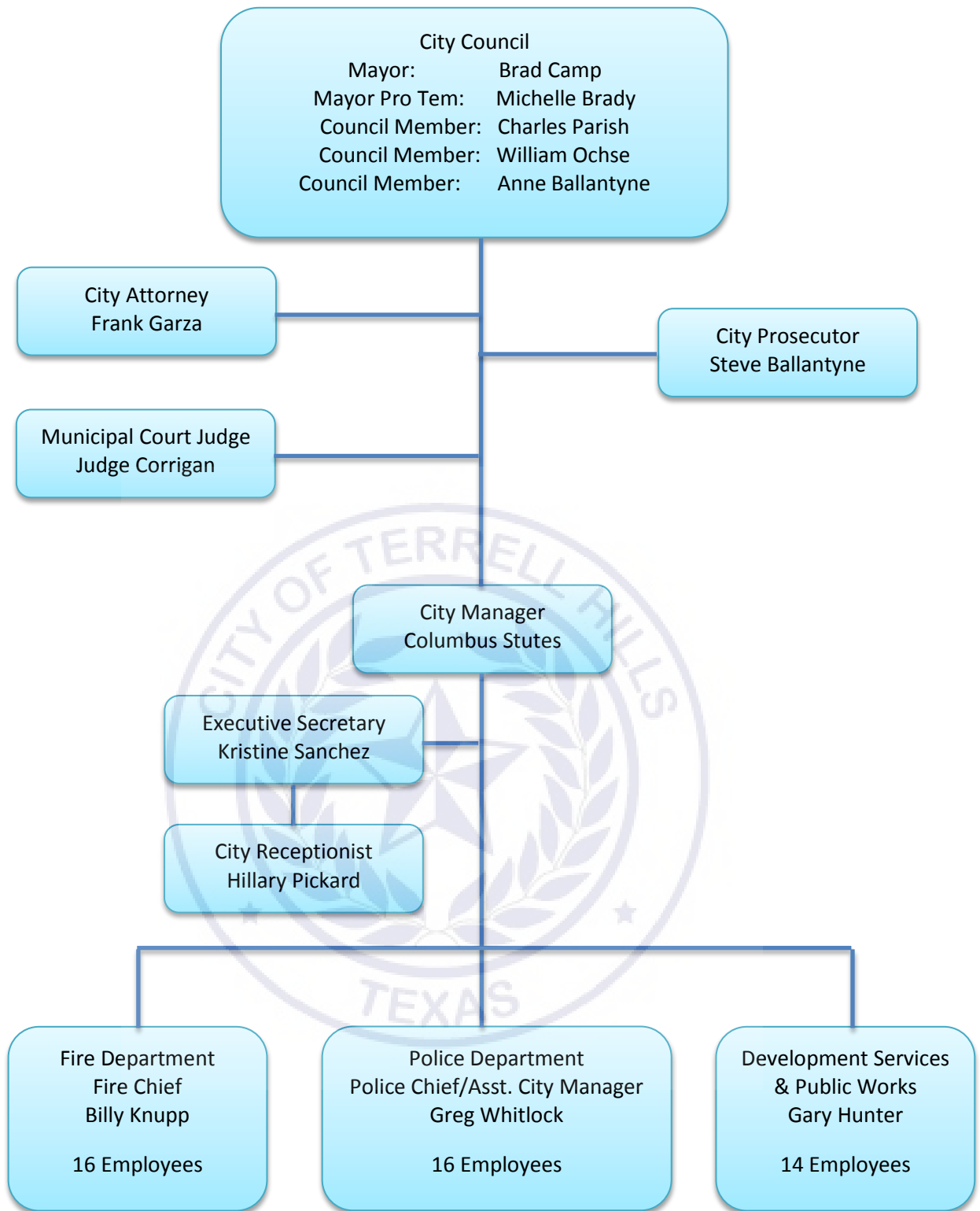
Department	Salary Projection	Social Security/city match	Medicare/ city match	TMRS/city match	Payroll Totals
Administration	\$200,820.84	\$12,450.89	\$2,911.90	\$25,403.84	\$241,587.47
Fire Department	\$854,295.98	\$52,966.35	\$12,387.29	\$108,068.44	\$1,027,718.06
Police Department	\$823,001.07	\$51,026.07	\$11,933.52	\$104,109.64	\$990,070.29
Development & Public Works	\$528,152.76	\$32,745.47	\$7,658.22	\$66,811.32	\$635,367.77
Total	\$2,406,270.66	\$149,188.78	\$34,890.92	\$304,393.24	\$2,894,743.61

2013 budgeted amount	percentage difference	Retirement/SS/Medicare	\$488,472.94
\$2,324,931.42	3.50%	2013 Budgeted	\$474,053.00
	dollar diff	Difference	\$14,419.94
	\$81,339.24	Percentage Difference	3.04%
	Total Difference		

This includes the **FULL** rate for TMRS 12.65%

Medical per dept	400 per employee	payroll tax w/Medical
Admin	\$19,200.00	\$22,111.90
Fire Dept	\$76,800.00	\$89,187.29
Police Dept	\$72,000.00	\$83,933.52
Street and Sanitation	\$67,200.00	\$74,858.22
	\$235,200.00	\$270,090.92

NOTE: \$400 Per employee per month



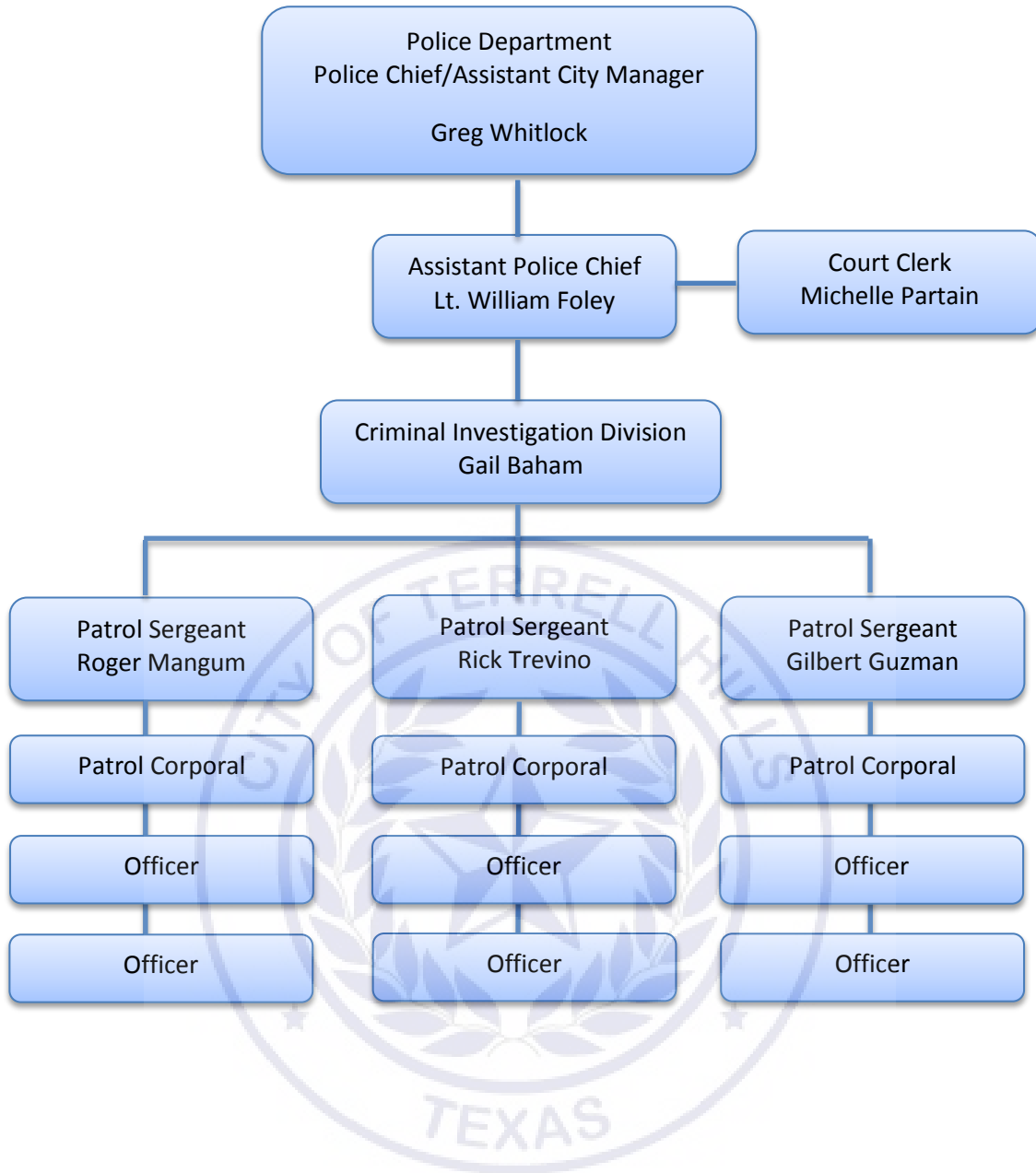
Administrative Department Proposed Budget

	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13--- Estimated Final	2014 Proposed Budget
500000 · Administrative Expenses				
5001000 · Salaries Administrative	215,509.62	251,220.00	220,540.00	\$193,649.59
5001035 · CCAFE Expense	115.20	300.00	219.96	300.00
5001040 · TMRC	25,720.10	32,055.67	30,000.00	24,477.31
5001050 · Med 1	0.00	14,000.00	17,500.00	17,000.00
5001060 · Dental	13,824.00	1,200.00	300.00	400.00
5001205 · Bank Charges	864.48		230.79	
5001225 · Admin Training	-165.00	2,000.00	2,200.00	4,800.00
5001235 · Miscellaneous	427.42	5,000.00	4,780.00	4,000.00
5001236 · Admin Gas and Oil	4,632.88	1,650.00	920.00	0.00
5001240 · Office Expense	1,052.50	4,200.00	3,650.00	4,000.00
5001242 · Court Office Supplies	3,531.25		109.00	
5001247 · Returned Checks	1,136.54	500.00	0.00	500.00
Total 500000 · Administrative Expenses	266,648.99	312,125.67	280,449.75	249,126.90

Salaries

The reduction in the Salaries and the overall Administrative budget can be attributed to the re-organization of the former Street Department to the new Development Services and Public Works Department. The Building Inspector's salary has been moved the new Department and costs associated with that service have also been moved. Additionally, the Facility Maintenance position has been eliminated and contracted services have been included in the General category under Building Maintenance.

These changes will support the ongoing efforts to re-evaluate efficiencies for all operations with in the City Budget.





2014 PROPOSED BUDGET

	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13-- -Estimated Final	2014 Proposed Budget
510000 - Police Department				
5101000 - Salaries Police Department	778,791.09	775,698.00	774,851.00	823,001.07
5101035 - CCAFE Expense	1,575.52	1,800.00	920.00	1,200.00
5101040 - TMRC	96,966.96	98,979.06	97,342.00	104,027.34
5101045 - CNCAF Expense	606.48	750.00	430.00	500.00
5101050 - Med 1	61,096.37	48,000.00	54,000.00	55,000.00
5101060 - Dental	3,623.67	4,400.00	3,400.00	3,600.00
5101090 - Uniforms	8,665.84	9,600.00	9,600.00	9,600.00
5101102 - Animal Control	2,511.55	2,000.00	2,800.00	5,000.00
5101105 - CID	2,363.57	2,000.00	1,940.00	2,000.00
5101132 - Gas & Oil	32,627.26	33,000.00	31,460.00	35,000.00
5101157 - Radio Maintenance	4,357.44	2,000.00	1,200.00	2,000.00
5101178 - Tire & Battery	700.28	4,000.00	2,200.00	4,000.00
5101179 - Vehicle Repairs	6,211.49	8,000.00	6,200.00	8,000.00
5101225 - Training	12,325.74	11,500.00	11,500.00	18,300.00
5101235 - Miscellaneous	10,072.61	10,000.00	10,000.00	5,000.00
5101240 - Office Expense	1,631.56	2,000.00	2,600.00	5,000.00
5101330 - Vest	1,445.00	2,000.00	1,600.00	2,500.00
5101350 - Equipment	63,803.55	42,895.00	42,560.00	63,480.00
5101360 - PD Asset Forfeiture State Fund	729.99	22,065.00	0.00	10,000.00
5101365 - PD Asset Forfeiture Fed Fund	5,151.58	10,000.00	2,090.11	5,000.00
Total 510000 - Police Department	1,095,257.55	1,090,687.06	1,056,693.11	1,162,208.41

A. NEW EQUIPMENT

Total: \$63,480

1. Vehicles: (\$56,000)

Two (2) New Patrol Vehicles.

Includes extended power train warranty (5 years/100,000) whichever occurs first. This will replace two existing vehicles in the fleet. With the Ford Crown Victoria being discontinued, this is a tentative estimate as exact figures have not been released yet and represents an expected price increase in both vehicle and warranty coverage by existing manufacturers.

2. Other Equipment:

a) Vehicle Equipment: (\$5,000.00)

This includes new and replacement emergency lights, graphics, cage kits, new consoles, weapon racks and installation as well as strip-down charges of retired vehicles and make ready for auction.

b) Animal Control Equipment: (\$2,480.00)

This includes the purchase of a net gun, personal protective equipment, dog pole, and dog traps for the new animal control program.

B. VEHICLE MAINTENANCE: Total \$8,000.00

All mechanical repairs necessary to maintain a safe and dependable patrol fleet.

C. TIRES AND BATTERIES: Total \$4,000.00

Replacement of worn out tires/batteries during the budget year and reflects increase for petroleum based products.

D. RADIO AND COMMUNICATIONS: Total \$2,000.00

Anything related to repairs & maintenance on radio/communication equipment.

E. MISCELLANEOUS: Total \$5,000.00

Purchases not included in other line items which include supplies for July 4th parade, bike rodeo, best practices program requirements and pre employment testing.

F. CID: Total \$2000.00

Items specifically for use in criminal investigations such as digital media, video replication supplies, photo paper for computer printing of investigational photos, and crime scene processing and packaging items.

G. OPERATIONS: Total: \$58,300

I. Gas and Oil: (\$35,000.00)

Fuel and Oil (including oil changes) for five patrol vehicles.

2. Training: (\$18,300.00)

a)In-service training schools: (\$5300.00)

Includes off site and in-house training including audio/visual items used in training. This also includes state mandated training for licensing requirements, certification advancement, supervisor and investigational training.

b) Firearms Training: (\$6200.00)

Includes ammunition, range supplies, instructor development. all items used in mandated and additional Instructor Firearms development.

c) Court Training: (\$2000.00)

Includes offsite and in-house training for the court clerk's licensing requirements and certification advancement

d) Animal Control Training: (\$4,800.00)

Includes onsite training for all patrol officers certification as Basic animal control officers.

3. Animal Control: (\$5000.00)

Primarily for quarantine, euthanasia, and rabies testing fees when animals are taken to a local vet, as well as boarding animals for observation when the owner is unknown or unreachable. . This cost also includes the cost of printing the 2013 TH Dog Tags. Note: Neither the City of San Antonio Animal Care Facility nor the SPCA/Humane Society will any provide any services to the City of Terrell Hills when it pertains to the adoption/boarding of stray animals

H. OFFICE SUPPLIES:

Total: \$5,000.00

All supplies needed for day-to-day office operations, to include printer cartridges, printer paper, pens DVDs, SD Cards, and unforeseen computer software needs.

I. UNIFORMS:

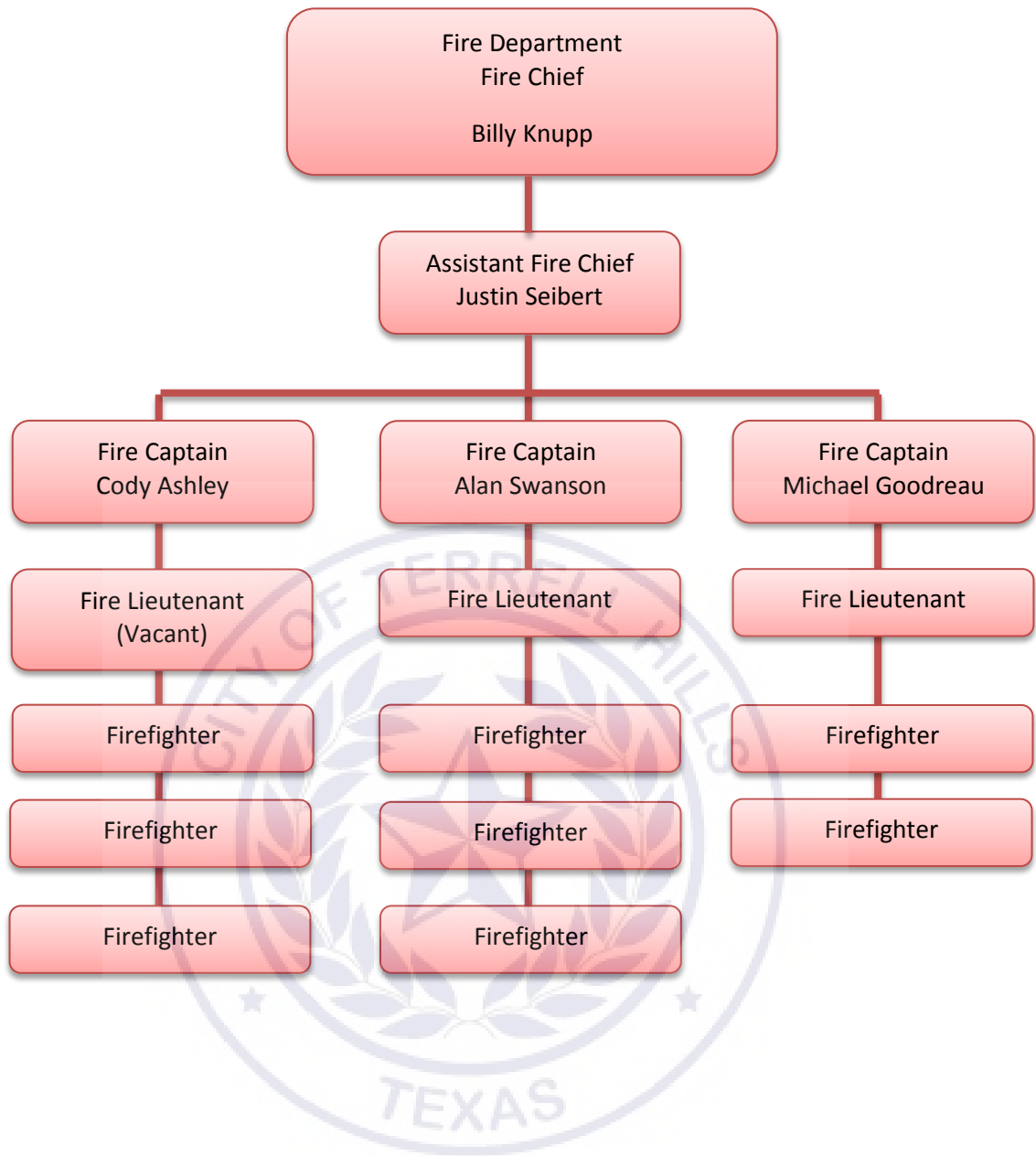
Total: \$9600.00

\$600 annual uniform allowance for each of the **fifteen** full time officers. Also provides for an initial issue of uniforms to new officers when they are hired. Also allows for anticipated increase in cost associated with potential personnel turn over.

J. PROTECTIVE VESTS

Total: \$2500.00

Allows for replacement of soft body armor as well as initial issue for any newly hired officers.





Terrell Hills Fire Department Proposed Budget 2014



	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13-- -Estimated Final	2014 Proposed Budget
520000 · Fire Department				
5201000 · Salaries Fire Department	717,275.26	804,270.00	742,036.00	854,295.98
5201035 · CCAFE Expense	2,338.98	4,300.00	680.00	2,500.00
5201040 · TMRC	88,613.91	102,624.85	98,000.00	107,983.01
5201045 · CNCAF - Fire Dept	251.93	500.00	2,500.00	2,500.00
5201050 · Med 1	55,932.41	48,000.00	51,800.00	52,000.00
5201060 · Dental	3,477.59	3,200.00	3,200.00	3,200.00
5201090 · Uniforms	26.92	9,900.00	9,900.00	9,900.00
5201128 · Fire Department Quarters	9,585.45	4,000.00	4,000.00	5,500.00
5201129 · Equipment & Maintenance	3,083.39	43,210.00	43,200.00	444,400.00
5201132 · Gas & Oil	41,413.46	7,983.65	7,400.00	8,500.00
5201157 · Radio Maintenance	7,022.70	2,500.00	2,000.00	2,500.00
5201178 · Tire & Battery	2,093.97	2,000.00	1,500.00	2,000.00
5201179 · Truck Repairs	727.28	5,000.00	4,900.00	5,000.00
5201225 · Training	3,292.95	31,500.00	29,800.00	19,000.00
5201235 · Miscellaneous	26,663.29	7,000.00	7,000.00	3,000.00
5201240 · Office Expense	7,913.96	2,000.00	2,500.00	3,000.00
Total 520000 · Fire Department	969,713.45	1,077,988.50	1,010,416.00	1,525,278.99

During the 2014 Budget Year the Fire Department plans to continue to provide the highest quality of service to the citizens of this community by the following. Minimizing the loss of life and property of the citizens through suppression and prevention of fire, provide emergency medical care to the citizens, preventing accidents and injury to emergency service personnel, to mitigate the consequences of natural and man-made catastrophes, and to maintain continuous improvement of the system.

The department will further develop its budgeting process to align with the overall Mission and Strategic Goals as set by the City Council. The Fire Budget's emphasis will be on education, and management of resources to innovatively continue to keep its response times below the established minimums as delineated by Council. The majority of the line items have either stayed constant or decreased slightly. There are three line items that do have increases; these increases are to keep current with the prices incurred by vendors. There will also be a change to the miscellaneous line item. The monies in this line have been moved to other line items to more accurately track where the department spends those monies.

The department intends to reach the preceding goals by utilizing the following Proposed Fire Department Budget.

Uniforms: \$9,900.00

Uniforms and other associated equipment including badges, footwear, and other items approved by the Fire Chief. The request is broken down to \$ 600.00 per fire department employee with an additional \$ 300.00 for miscellaneous uniform items.

Fire Department Quarters: \$5,500.00

This category covers expenses associated with the Firefighter Quarters. This line item is being increased to facilitate the purchase of two replacement recliners.

Fire Office Supplies: \$3,000.00

This line item it will serve to provide all of the needed office supplies for normal fire department operations. We also will be taking all mailings and related items out of this category. This line item is increasing however the money is being reallocated from the miscellaneous line item.

Equipment and Maintenance: \$ 444,400.00

This line item can be broken down into three categories: new equipment, regular equipment maintenance/certifications and equipment repairs.

Fire Apparatus Purchase: \$400,000.00

The department is requesting to purchase a replacement for the 1991 Pierce Fire Apparatus. The monies will be coming from the city reserve/vehicle replacement.

Capital Purchases:

Bunker Gear Replacement x 5 Sets \$ 15,500.00

We are requesting an increase in this category to account for price increases from vendors.

Chain Saw Replacements X2 \$ 3,000.00

This will allow for us to replace our chainsaws that are 10 years old, we would be replacing them with saws that are maintainable from local vendors with parts that are more readily accessible.

Deployable Fire Extinguishers \$ 2,000.00

This is a new item on the market we have been watching, it is a remote deployable extinguisher that can be tossed in a structure in the event of loss of water or any unforeseen delay.

SCBA Replacement Cylinders \$ 4,800.00

This would be for replacement of aging SCBA cylinders that are reaching the end of their service life.

800 Portable Radio \$ 4,600.00

Requesting to purchase 1 additional 800 MHz handheld radios.

Hose Replacement \$ 5,000.00

This number is larger this year due to the fact that we need to replace multiple sizes and ages of hoses. As well as purchase some rubber hose for the new bay.

Capital Sub Total \$ 34,900.00

Maintenance:

Regular Equipment Testing/Certification: \$ 3,000.00

This line item is for the normal testing of equipment, apparatus and routine maintenance.

Equipment Repairs: \$ 5,000.00

This line item will cover the necessary repair and replacement of fire department assets.

EMS Supplies: \$ 1,500.00

This line item has been added to better represent money spent from miscellaneous. This money has been reallocated from the miscellaneous line item.

Maintenance Sub Total \$ 9,500.00

Gas and Oil: \$ 8,500.00

This line item will be increasing from last year as well. I looked up the projected national avg. diesel price, and our usage to come up with the amount. This line item includes our scheduled oil changes as well.

Radio Maintenance: \$2,500.00

This line item will be towards the annual replacement of 1 battery per firefighter for maintenance purposes and any repairs not covered by the service contract ie. knobs, buttons and belt clips.

Tire and Battery: \$2,000.00

This covers tire and battery replacement for the department's vehicles.

Truck Repairs: \$ 5,000.00

Training: \$ 19,000.00

This category provides for a diverse training regimen required to maintain and enhance current capabilities. Some training is required by the State and Federal governments and includes basic firefighting refreshers, hazardous materials awareness as well as the emergency medical training required to maintain personnel certification.

The Training Budget can be further broken into 3 sub categories: Paramedic Certification Training, Renewal Fees, Conferences and Classes.

Paramedic Certification Training - \$ 12,000.00

Currently we advertise as Paramedic Preferred, routinely we still have to hire Basic EMT's. This line item will cover the remaining 3 students to be certified to EMT-Paramedic. This funding covers the didactic and clinical information as well as the initial testing fees for our basic EMT's to advance to Paramedics. While Firefighter candidates must be a minimum of EMT to be certified we rely on Paramedics in Terrell Hills to maintain a high standard of care for our citizens and also this allows us to assist Alamo Heights with ambulance staffing when needed.

Certification Renewals - \$ 2,500.00

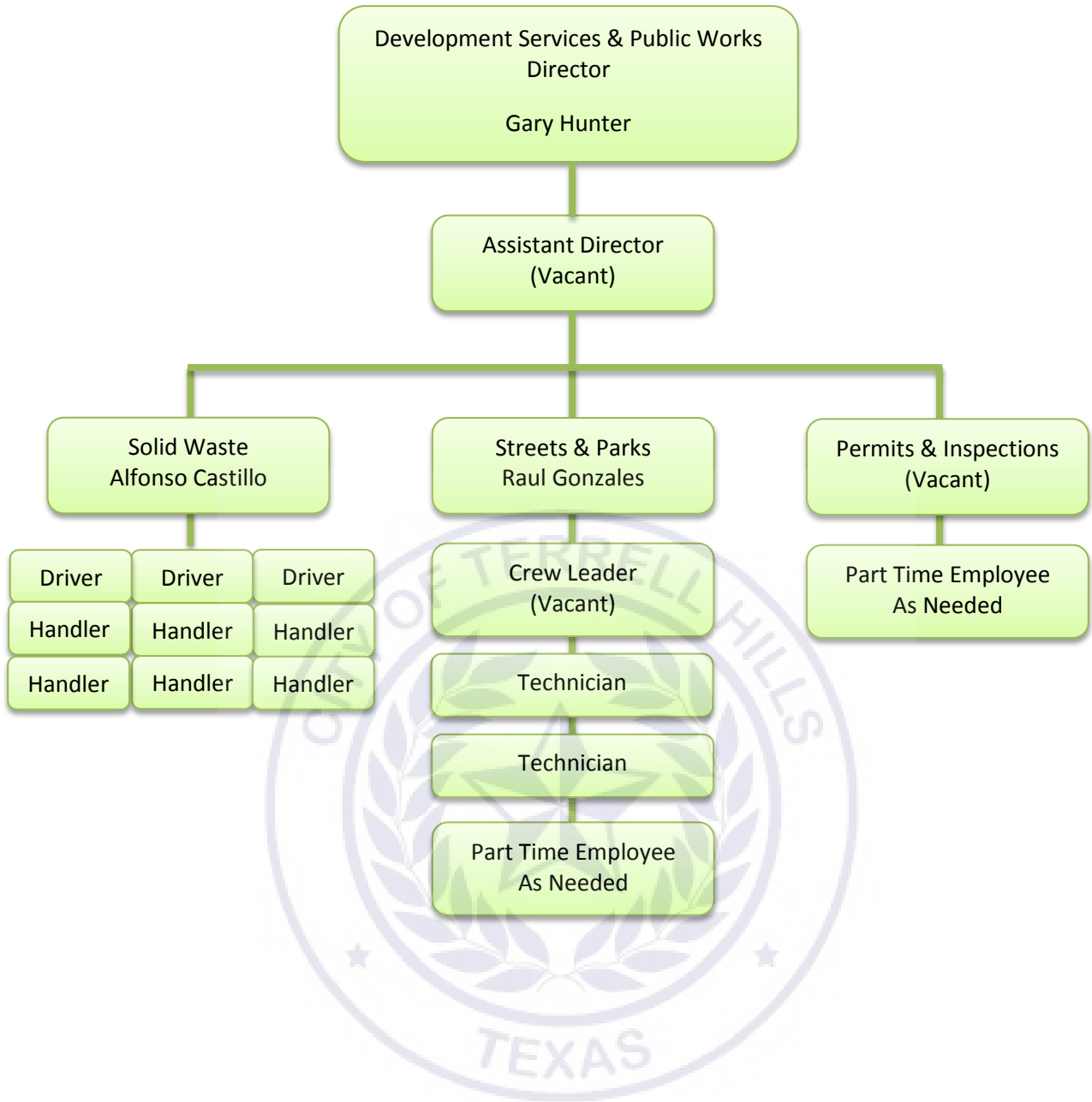
This line item covers all of the department's mandatory certificate and license renewals. This line item will actually fluctuate annually due to different certification periods of our employees. There are some renewals that do come annually for all employees that are covered from these monies.

Conference and Classes - \$ 4,500.00

This line item utilizes the remainder of the training budget and is spent on conferences and classes that our employees attend. These range from new learning to refresher courses. All of the classes attended cover required continuing education and must be approved by the Training Coordinator and the Fire Chief. Loss of these monies would make the accrual of continuing education much more difficult.

Miscellaneous: \$ 3,000.00

This category covers the miscellaneous expenses associated with the operation of the Fire Department. This includes replacement of minor equipment and disposable supplies. It also includes the supplies necessary to maintain our fire prevention and inspections program.





**City of Terrell Hills
Department of Development Services
and
Public Works Department**

Proposed Budget 2014

	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13-- -Estimated Final	2014 Proposed Budget
530000 - Public Works				
5301000 - Salaries Public Works	493,665.41	493,744.00	482,563.00	527,895.16
5301035 - CCAFE Expense	3,807.11	4,200.00	680.00	800.00
5301040 - TMRC	62,772.87	63,001.73	61,200.00	66,725.95
5301045 - CNCAF Expense	1,134.12	1,300.00	0.00	500.00
5301050 - Med 1	53,435.15	50,948.00	56,000.00	58,000.00
5301060 - Dental	5,236.93	6,000.00	4,100.00	4,500.00
5301090 - Uniforms	6,546.04	9,000.00	9,000.00	9,000.00
5301100 - Alley Maintenance	9,070.00	15,000.00	4,900.00	10,000.00
5301112 - Waste Disposal	114,550.50	112,000.00	110,230.00	115,000.00
5301132 - Gas & Oil	46,154.32	45,000.00	42,130.00	45,000.00
5301165 - Sprinkler & Park Maintenance	351.66	36,000.00	32,500.00	36,000.00
5301178 - Tire & Battery	273.89	19,000.00	15,000.00	18,000.00
5301179 - Equip Maint	17,811.44	47,000.00	41,593.00	47,000.00
5301235 - Miscellaneous	37,645.43	800.00	812.00	800.00
5301240 - Office Expense	508.11	500.00	412.00	500.00
5301375 - Materials & Equipment	50,698.45	9,000.00	7,621.00	12,000.00
Training (New Category)				4,500.00
Total 530000 - Streets & Sanitation Department	903,661.43	912,493.73	868,741.00	956,221.11

The City of Terrell Hills Public Works Department mission is to continuously improve our operations by identifying and implementing cost effective methods and strategies that promote safety to our employees and residents. We will also provide a respectful working environment that encourages team work and personal and professional growth in order to accomplish daily goals in an effective and efficient manner. Our goal as a department is to provide a responsive, exemplary public service to the residents of this city.



Uniforms:-\$9000

No Change

\$600 annual uniform allowance for each of the 15 employees which will include a maximum of \$200 for shoe allowance and the remainder going toward shirts, pants, jacket, work gloves and safety glasses.

Alley Maintenance:-\$10,000

Reduction \$5000

Category will be used to maintain and repair alleys of ruts, wash outs, standing water, etc, which will also help in reducing damage to vehicles, tires and erosion control. With the drier weather this year, the alleys have been a lot more manageable and we feel that we can manage at a reduced rate for this upcoming budget.

**Wet weather can be a contributing factor to this category.

Waste Disposal:-\$135,000

Increase \$23,000

The amount of \$135,000 will possibly be lower since we are still waiting on the annual Consumer Price Index Adjustment as per the United States Department of Labor but it looks like there will be an increase of about 1.7 to 2% increase.

**We are looking at implementing changes that should help in the amount of trips going to the land fill by promoting our recycling program.

Gas & Oil:-\$45,000

No Change

This category will remain the same even with the rising cost of petroleum products, due to the changes that are being made to truck routing and usage. We have now created a regular oil change and maintenance schedule and have found a company that will change our oil for half the price.

Sprinkler Repairs/Park Maintenance:-\$36,000

No Change

This category will be broken down into 4 areas.

A. Sprinkler repairs will be used for all repair and maintenance work to the irrigation systems. We currently have 3 parks and the Geneseo Esplanade that we presently service and will also include the city hall. Every other year the back flow devices need to be inspected and certified. We have 5 devices that will need to be inspected.

B. Lawn Service in our parks.

C. Tree trimming in public right of ways.

D. Landscaping items (mulch, sod, insect control)



Tire & Battery:-\$18,000

Decrease \$1,000

Tires have been replaced usually due to sidewall damage and cannot be repaired which occurs primarily going down alleys. Since we have the alleys on a maintenance schedule and we don't pick up brush in the alleys any more as per city ordinance it appears that our tire replacement has reduced.

Equipment Maintenance:-\$47,000

No Change

This will be used to maintain all necessary repairs to vehicles, tractor and small equipment such as mowers, chainsaws, weed eaters, compressor, generator, etc. in a safe operable condition. Included will be anti freeze, def fluid, spare fluids, air filters, welding, hydraulic hoses, car wash, etc.

Miscellaneous:-\$800

No Change

Items for this category will be minor items not specific to any particular area such as keys and disposable items.

Office Supplies:-\$500

No Change

This line item will possibly be changed due to including the inspection department to this budget and items that were allocated from admin might have to be adjusted for this category for daily activities.

Materials and Equipment:-\$9,000

No Change

This line item will be broken down into 5 categories:

- A. New equipment
- B. Regular equipment (brooms, shovels, pitch forks, garbage cans)
- C. Barricades (safety equipment)
- D. Materials (sand & base)
- E. Recycle bins.

Note: *Items used for street repairs will no longer come out of this category (asphalt, tack oil and base material) will now be charged to the category of street repair.*

Training:-\$4,500

New Category

This will be a new category to promote safety and help familiarize our employees with our equipment that we use daily and any new equipment. With this category we will be having quarterly meetings, training and awarding employees as incentives for doing exemplary work for the residents of this city.

Total projected budget---\$314,800

General Budget Category

	2012 Budget Actual	2013 Budget Adopted	Jan - Dec 13-- -Estimated Final	2014 Proposed Budget
540000 - General				
5401041 - Elections	0.00	2,400.00	0.00	3,000.00
5401101 - Appraisal District	21879.23	28,000.00	26,800.00	28,000.00
5401103 - Audit	14500.00	15,000.00	14,500.00	15,000.00
5401105 - Engineering Services	0.00	15,000.00	12,600.00	5,000.00
5401106 - Prosecutor	2600.00	2,400.00	2,400.00	2,400.00
5401107 - Judge	2200.00	2,400.00	2,400.00	2,400.00
5401108 - City Attorney	9925.16	18,000.00	9,852.00	15,000.00
5401109 - Telephone	5770.51	4,130.00	6,600.00	7,500.00
5401110 - CPS	13589.50	15,000.00	16,800.00	17,000.00
5401111 - Street Lights CPS	18169.07	21,000.00	20,154.00	22,000.00
5401112 - Water	8992.35	9,530.00	12,540.00	12,500.00
5401114 - Dispatch	138929.10	137,000.00	137,000.00	154,345.00
5401125 - EMS Contract	144184.03	156,000.00	125,480.00	149,250.00
5401130 - Health Inspections	1800.00	2,500.00	2,500.00	2,500.00
5401138 - Insect control	0.00	3,000.00	2,460.00	3,000.00
5401145 - Liability Insurance	34225.36	40,000.00	36,587.50	40,000.00
5401146 - Workers' Compensation Insurance	72839.89	73,000.00	75,156.46	84,000.00
5401150 - Newsletter	1721.10	1,000.00	0.00	5,000.00
5401165 - Storm Water Management Program	11436.23	20,000.00	18,540.00	10,000.00
5401175 - Street Repairs	62950.99	200,000.00	50,000.00	50,000.00
5401200 - Community Events	3659.98	6,000.00	12,450.00	14,000.00
5401210 - Contingencies	11262.40	20,000.00	19,500.00	55,000.00
5401220 - Dues & Subscriptions	4973.38	3,500.00	4,800.00	5,200.00
5401235 - Miscellaneous	2153.48	2,000.00	2,720.34	2,000.00
5401245 - Postage	790.73	500.00	685.00	800.00
5401300 - Building Maintenance	13360.99	15,000.00	19,570.00	25,000.00
5401325 - Computers	32267.65	60,905.00	62,000.00	52,000.00
5401350 - Court Technology	2791.00	500.00	0.00	500.00
5401600 - Payroll Taxes				
5401610 - City Life	3479.76	3,500.00	3,500.00	3,551.52
5401670 - FICA	132447.36	144,145.78	125,000.00	130,000.00
5401675 - SUI	13471.56	24,000.00	21,000.00	20,000.00
5401685 - Medicare	30975.59	33,711.51	32,500.00	30,000.00
Total 5401600 - Payroll Taxes	180374.27	205,357.29	182,000.00	183,551.52
Total 540000 - General	817,346.40	1,079,122.29	876,095.30	965,946.52

Contracted Services and non-departmentalized expenditures can be found in this Category. The following summaries only cover spending line items with significant changes to the budgetary requirements.

CPS Electric/Gas \$17,000

Due to the anticipated increases being requested by CPS we have increased this category accordingly.

Water \$12,500

Due to the increase in the amount of landscape the City is maintaining requires an increase in this area.

Engineering Services \$5,000

I recommend reducing this category and allocating the remainder to Contingency. I anticipate the requirement to hire consultants to apply for our MS-4 permit renewal.

Dispatch \$154,300

The increase can be attributed to program changes at Alamo Heights. They are adding one position to provide better scheduling of personnel.

EMS \$148,250

We anticipate a slight increase due to a projected raise for the Medics as well as capital replacement of some equipment.

Newsletter \$5,000

Staff anticipates mailing 2 newsletter per year to the residents to compliment the monthly E-Newsletter we are currently providing.

Storm Management Program \$10,000

As with the Engineering line item, I recommend moving \$10,000 to Contingency to provide funding if needed for the new MS-4 permit application.

Street Repair \$250,000

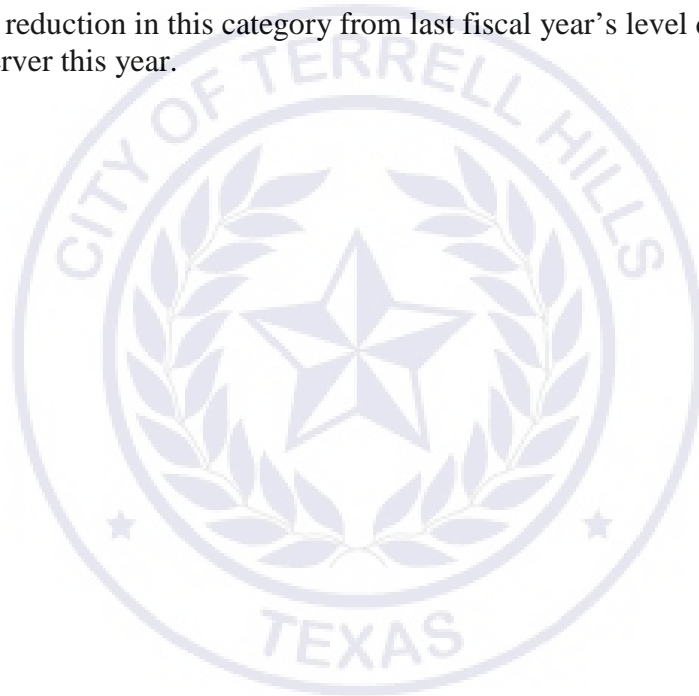
Staff proposes a \$50,000 annual increase in this category to bring us to \$500,000 in six years. This is the anticipated level required to provide proper maintenance and improvements without the need for Bonds.

Community events \$14,000

This category has increased to cover the 4th of July Parade, Annual Volunteer Appreciation Dinner, Employee Appreciation Dinner and a Spring meet your staff event.

Computers \$52,000

We should see a reduction in this category from last fiscal year's level due to not having to replace the Server this year.



Vehicle Replacement Schedule Fiscal Year 2014

Purchase Year	Schedule	Description	Replacement Year	Cost Estimate
2010	4	Squad Car/Pick-Up Truck	2013	\$19,000.00
			2013 Total	\$19,000.00
1991	20	Pierce Fire Truck (E-1)	2014	\$400,000.00
			Deferred from 2011	
2011	4	Squad Car	2014	\$29,000.00
2011	4	Squad Car	2014	\$29,000.00
			2014 Total	\$458,000.00
2012	4	Squad Car	2015	\$29,500.00
1991	15	Street Department Truck	2013	\$28,000.00
			2015 Total	\$57,500.00
2012	4	Squad Car	2016	\$29,500.00
2012	4	Squad Car	2016	\$29,500.00
			2016 Total	\$59,000.00
2014	4	Squad Car	2017	\$31,500.00
2007	10	Fire/Rescue Vehicle (S-1)	2017	\$55,000.00
2002	15	Friegtliner/W Packer Possible Chasis Remount	2017	\$100,000.00
			2017 Total	\$186,500.00
2014	4	Squad Car	2018	\$31,680.00
2015	4	Squad Car	2018	\$31,680.00
			2018 Total	\$63,360.00
2016	4	Squad Car	2019	\$31,750.00
			2019 Total	\$31,750.00
2017	4	Squad Car	2020	\$33,338.00
2017	4	Squad Car	2020	\$33,338.00
			2020 Total	\$66,676.00
2013	15	S&S Pick -up(dually)	2021	\$32,000.00
2015	4	Squad Car	2021	\$35,000.00
			2021 Total	\$67,000.00
2002	20	Friegtliner Fire Truck (E-2)	2022	\$560,000.00
2018	4	Squad Car	2022	\$36,750.00
2018	4	Squad Car	2022	\$36,750.00
			2022 Total	\$633,500.00