



Lewisville

Texas

FY 2012-2013 Operating Budget



HOW TO USE THIS BUDGET

The City's budget is a planning and financial guide for citizens, staff, and Council members. The purpose of this document is to communicate the initiatives authorized by the City Council and enacted by City management. This guide details key revenue sources (e.g. property tax, water sales, etc.) and their planned use for the fiscal year. Readers will find a breakdown of costs, how the organization is structured, goals, objectives, accomplishments, performance measures for each department, and other pertinent statistical data about Lewisville.

The budget document contains the following information:

Introduction:

This section contains the City Manager's transmittal letter to the Mayor, Council, and citizens of Lewisville. The letter provides a brief overview of the most important modifications to the approved budget, including a discussion of the tax rate, any changes to utility rates, significant service improvements, and challenges for the upcoming year.

Strategic Planning:

The City's strategic planning initiatives are described as a foundation on which the City Council and staff operate to conduct municipal business. The City's primary 5-year planning documents are also included in this section.

Budget Overview:

The overview is the executive summary, providing detailed analysis of revenues and expenditures for all funds and management's response to the growing demands of the City.

Fund Summaries:

This section contains financial summary information for each of the operating funds.

Debt Summary:

The Debt Summary itemizes Lewisville's annual principal and interest costs, purposes, and lengths of all issued General Obligation, Revenue Bonds, and Certificates of Obligation.

Departmental Information:

The departmental sections detail department missions, activity descriptions, expenditure information presented by fund and activity, staffing level resources, and departmental accomplishments and performance measures.

Capital Improvements:

The Capital Improvements section discusses the process and itemization of the City's capital improvements program (CIP) and details all current CIP projects.

Process & Policies:

The budget process, annual budget calendar, budgetary financial policies and the City's basis of budgeting are described in this section.

Appendix:

The appendix includes statistical data of the community, charter and ordinance authorization, chart of accounts, and a budget glossary.

Cover Information:

The cover illustration is a picture of the new Animal Shelter and Adoption Center in Lewisville.

Any questions regarding this document may be addressed by calling the City of Lewisville at (972) 219-3408 or by writing to: City of Lewisville, P. O. Box 299002, Lewisville, Texas 75029-9002. You may also visit our web site at www.cityoflewisville.com.

City of Lewisville

Texas

Annual Budget for Fiscal Year
October 1, 2012 to September 30, 2013

As Adopted by the City Council



History of Lewisville

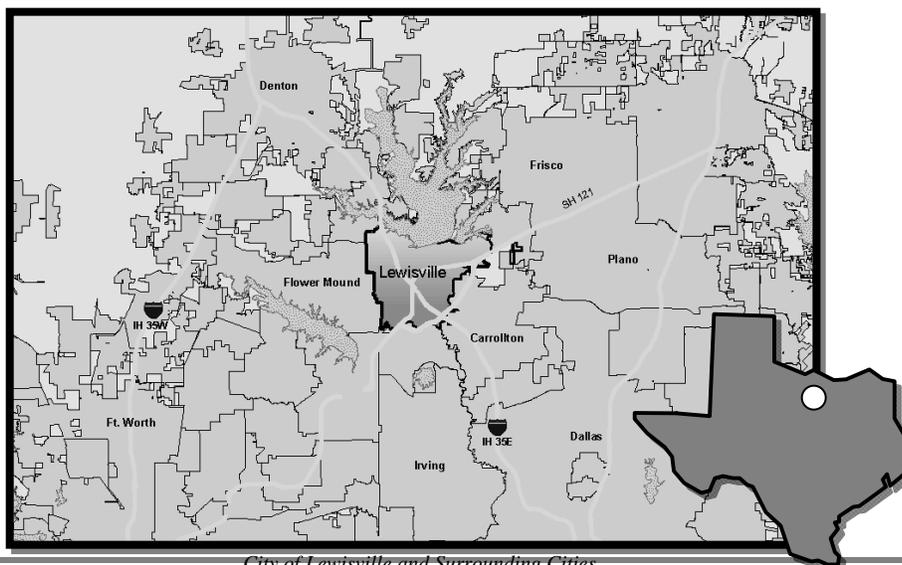
Lewisville's history dates to the early 1840's. The Texas Immigration and Land Company, recognizing the potential of the area's rich, black soil, purchased the area and offered 640 acres to families and 360 to bachelor settlers. The head of the company was W.S. Peters, and the first town in the area took his name: Peters Colony.

The actual site of the City of Lewisville was named Holford Prairie's Settlement after John and James Holford, who migrated to the area in 1844 from Platt County, Missouri. Increased settling led to land competition in the 1850's. Henry Hedgcox, title administrator for the Land Company, came in increasing conflict with settlers over title filings. In what became known as the "Hedgcox War," area residents destroyed his cabin and records and chased him out of town.

Unfortunately, property ownership then became quite difficult to determine. In 1853, Willis Stewart went to Austin on the resident's behalf. There, he completed the painstaking process of sorting out claims with the General Land Office. Stewart would eventually develop the first comprehensive homestead law. Two years later, Basdeal W. Lewis purchased the old Holford property and created the township of Lewisville.

The township's early growth was slow. But in 1881, its future was solidified by the construction of the Dallas and Wichita Railroad. By 1900, there were 500 residents. The City of Lewisville was incorporated on January 15, 1925, with a population of 825. The city's character further developed during this time through the damming of the nearby Elm Fork of the Trinity River, creating a reservoir for Dallas then known as Lake Dallas. A larger dam was constructed by the Corps of Engineers in the mid 1950's, collecting water from the Hickory, Cottonwood, and Stewarts' Creeks. This 29,700 acre ft. reservoir was named Lake Lewisville. Lake Lewisville, now the third largest lake in Texas, provides water for all city residents and has over three million visitors annually.

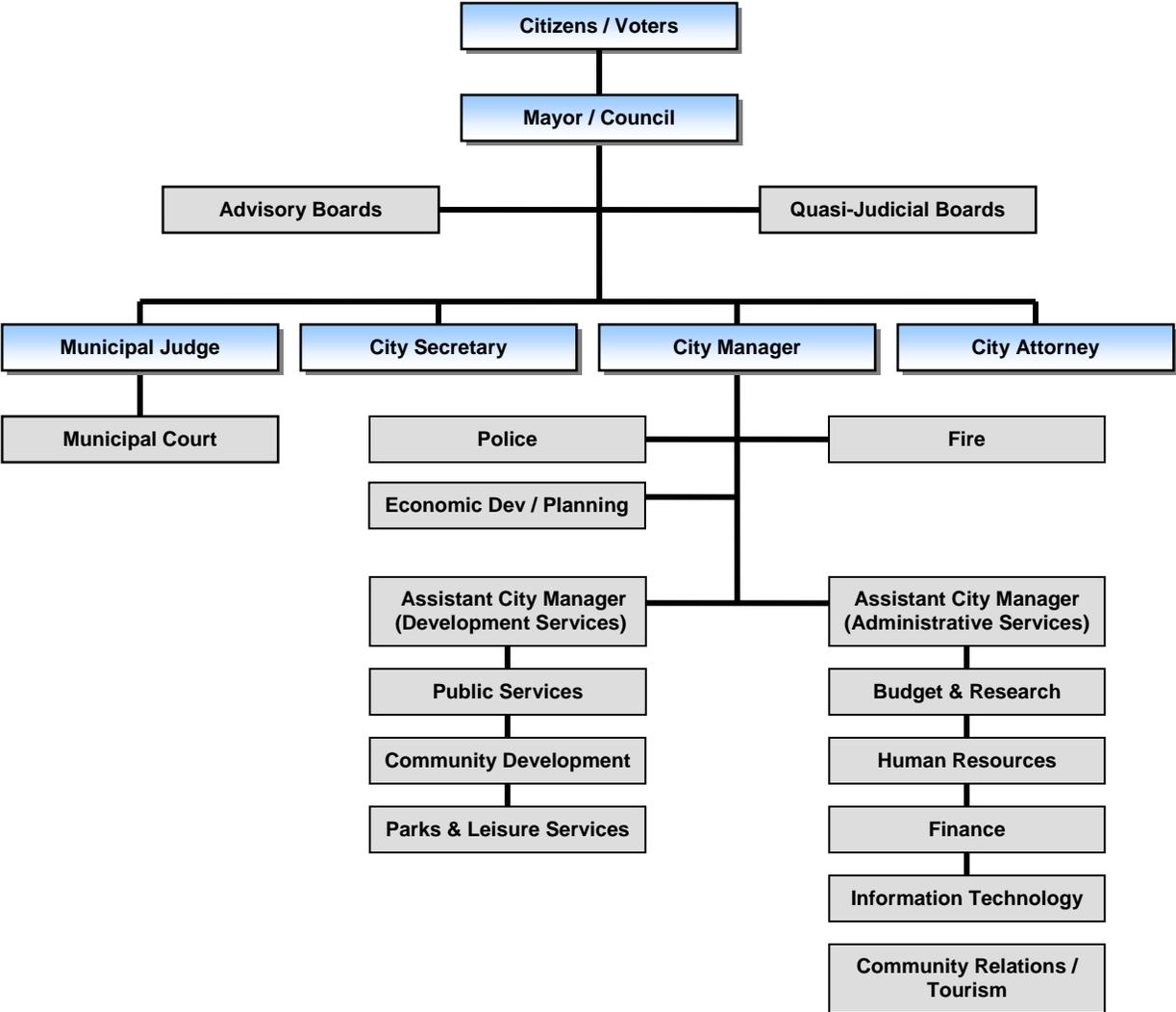
Today, Lewisville is a primary recipient of the rapid growth of the North Texas area. Encompassing 42 square miles with Interstate 35 as its corridor, Lewisville enjoys a population of 96,000, an increase of over 230 percent since 1980. Located only 30 minutes from Ft. Worth, Dallas, DFW Airport and the University of North Texas, Lewisville maintains a vital presence in the Metroplex today as it prepares for continued prosperity in the 21st Century.



City of Lewisville and Surrounding Cities

City of Lewisville

Organizational Chart





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Lewisville
Texas**

For the Fiscal Year Beginning

October 1, 2011

Linda C. Davidson Jeffrey R. Enos

President

Executive Director

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Claude E. King, City Manager

To the Honorable Mayor Ueckert and Council Members:

In accordance with Section 9.02 of the City Charter and with State law requirements, I respectfully submit the FY 2012-13 Operating Budget for the City of Lewisville. Throughout the development of the budget, input was received from citizens, the Mayor and Council, and city staff. I believe this adopted budget best meets the needs of the City, in the context of our financial resources and budget constraints.

We have weathered this year's budget process well in terms of being able to maintain excellent service delivery and keep the property tax rate at \$0.44021, the same as last year's rate.

General Fund Highlights

The property tax rate remained the same at \$0.44021 (O&M is \$0.32289 and I&S is \$0.11732).

Revenues

- The property tax revenue budget increased by \$668,496. Property values increased by 3.18% and the O/M rate stayed at .32289.
- The sales tax revenue budget increased by \$1.345M. This is a 7.1% increase.
- Fire Occupancy Inspection Fees - An increase of \$51,781 from the original FY 2011-12 budget, is estimated for FY 2012-13 in Fire Occupancy Inspection Fees. Twenty-five thousand of the increase is due to adding another Fire Inspector position in the CY 2012-13 budget.
- Landfill Host Fees - This source of revenue is estimated for FY 2012-13 at \$1,739,481 (up \$157,403 from the 2011-12 budget). The host fees are somewhat dependent on construction/economic activity (Allied, in particular) and are another reflection of a small upturn in the economy.

- Fines and Forfeitures (primarily Court Fines and Warrant Fees) increase to \$2,922,488 from the \$2,814,067 budgeted in FY 2011-12 primarily due to adding revenue related to a new warrant officer position (\$77,002).

General Fund Revenue Summary

As always, many of the estimates for FY 2012-13 are highly dependent on the overall national economy as well as local economic activity in Lewisville. This is particularly true of the sales tax and development fees. The City also has other “dependencies,” chiefly, the host fees and traffic fine revenue that create some long-term uncertainty. These revenue sources account for \$4.292M (6%) of FY 2012-13 revenue and are equivalent to more than 6 cents of property tax rate. One of these (host fees) is, in fact, a known temporary source of revenue and will someday go to zero (when the landfill reaches maximum capacity), forcing cutbacks or additional revenue generation. The DFW Landfill has approximately 10 years before reaching capacity and Allied is very difficult to project because of its dependency on construction activity. While closures may seem very distant, it is not too early to begin building incremental adjustments for the day when these sources dry up. These adjustments could take the form of small tax rate increases, service level or cost structure reductions, new revenue sources that can be applied to current costs (e.g. sales tax options) etc. The key would be to avoid using these resources as sources for ongoing services that cannot be easily eliminated in the future

Expenditures

Health insurance increased \$564,993 (13%) in the General Fund due to increasing the internal payment rate (the per employee rate charged to the departments to fund the employer share of the claims and administrative cost) from \$7590 to \$8710 per employee based on claims trends.

- TMRS costs increased \$131,439 in the General Fund as a result of using a blended TMRS rate of 17.61% and due to a recommended and funded 1% compensation plan adjustment. As discussed in previous budgets and retreats, a change in the actuarial methodology adopted by the TMRS Board several years ago increased all TMRS cities' rates substantially. The Council decided three years ago to phase-in the impact over an eight year period. Each year since 2009, the City has only budgeted the phase in rate for that year. For 2013, the total TMRS rate based on our current plan of benefits is projected to be 19.14%. The corresponding “phase-in” rate is 18.21%. In an effort to reduce costs, staff recommends that the City reduce the current Updated Service Credit benefit from 100% to 75%. This change will have no impact on any credit earned by current employees to-date and will only affect those employees in the future who earn an updated service credit. This change reduces the total TMRS rate to 17.55%, which is 1.59% lower than our current total rate and .66% lower than the 2013 phase in rate. This change should stabilize the cost of the TMRS benefit near the current level of funding and avoid future “phase-in” impacts.
- The budget includes a 3% performance based compensation plan increase (\$1,112,893).

Utility Fund Highlights

- Overall, FY 2012-13 Utility Fund revenue is projected at \$27,399,685, an increase of \$605,923 from the FY 2011-12 budget. These revenue forecasts are based on “no significant changes” and on current rate structures per City Council. Fortunately, this year, water costs from Dallas Water Utilities held steady and did not require a pass-through rate increase.

New/Eliminated Positions

In FY 2012-13, the budget includes 725 full time personnel.

Several modifications were made to budgeted personnel from the adopted 2011-12 budget. For all funds, there were 686 positions funded in the original 2011-12 budget. During FY 2011-12:

- 14 positions related to the newly created Crime Control District were added (10 Police Officers, 2 Code Inspectors, 1 Building Inspector, and 1 System Support Specialist)
- One General Fund position was eliminated (Capital Projects Manager)

This made the city-wide overall position count for FY 2011-12 699. There are 725 total positions in the base FY 2012-13 budget.

- Sixteen positions were added to the Crime Control District (5 Detention Officers, 1 Detention Supervisor, 1 Narcotics Officer, 6 Dispatchers, 2 Street Crime Officers, and 1 Sergeant for the Street Crime Unit).
- In the newly created Fire Services District, nine Paramedic/Firefighter positions are being added.
- In the Grants Fund a Police Officer position related to the Victim’s Assistance Grant was eliminated due to not receiving the grant for FY 2012-13.

Following are the changes to the General Fund:

- Police Department – An additional Warrant Officer is being added to the Police Department to address workload issues. An offsetting revenue in the same amount (\$77,002) is being added to ongoing revenue.
- Community Development – An engineering technician position was eliminated, a Fire Inspector position was added, and a Secretary for Health/Code Enforcement was added.
- City Secretary – The Deputy City Secretary position was eliminated.

- Non-Departmental – The Capital Projects Manager was eliminated (70% was in the General Fund, 30% in the Utility Fund).
- Community Relations – An Event Planner position was budgeted for FY 2012-13. Half of the position is budgeted in the General Fund. The other half is located in the Hotel Motel Fund).

New Funds

- Fire Services District - A creation election for the Fire Control, Prevention and Emergency Medical Services District was approved by the voters November 2011 allowing for the collection of a one-eighth of one percent sales tax. Proceeds from this sales tax may only be used for fire prevention programs.
- Crime Control - A creation election for the Crime Control and Prevention District was approved by the voters November 2011 allowing for the collection of a one-eighth of one percent sales tax. Proceeds from this sales tax may only be used for law enforcement programs.
- PEG Fund - Cable providers pay a franchise fee based on 5% of gross revenues. Some cities in Texas also negotiated an additional fee from the cable provider to support Public, Educational and Governmental cable channels. Lewisville did not negotiate a PEG fee even though we produced programming on a PEG channel dedicated to the city. Time Warner Cable was the single cable provider operating in Lewisville prior to passage of a significant statutory change in 2005. In 2005, the Texas Legislature shifted cable franchise authority from cities to the state, allowing new operators to get a single franchise from the state that allows these companies to offer services anywhere in Texas. This new law required the cable provider to pay the 5% franchise fee to the city and to match the existing PEG fee. In addition, the law further stated that if the incumbent provider ever switched to the state franchise, then all providers would be required to pay the one percent PEG fee. Time Warner switched to the state franchise in 2012. While Lewisville never negotiated a PEG fee, Verizon, AT&T, Grande and Time Warner are now required to pay this additional fee of 1% of gross revenue. Such payments began in mid FY 2011-12. Under FCC rules, expenditures from PEG revenues are limited to capital costs associated with PEG production. Operations cost such as salaries cannot be included in this fund

Future Challenges

- *Property values*
Although overall FY 2012-13 property values increased, Business Personal Property (BPP), which represents 16.13% of the roll (\$1.283B), increased 8.34% or \$98.8M. It is important to note that the BPP category can be more volatile due to shifts in business inventories or relocations.

■ ***Interest earnings***

Investments earnings are down significantly from FY 2008-09 (and previous years) amounts. Until investment returns and interest rates (which are obviously linked to the overall health of the economy) pick up pace, earnings on investments and cash in the bank are expected to remain extremely low.

■ ***Aging neighborhoods***

Prior to the recession, the issue of aging neighborhoods was near the top of our future concerns. This issue will not get better during these lean times though as property owners may have less to spend on property maintenance.

■ ***I-35E expansion***

When construction begins, many businesses along I-35E will be affected by right-of-way acquisition and the construction effort. A steering committee charged with addressing impacts of I35E construction is working on these issues and has provided recommendations to the City Council.

In closing, I appreciate the efforts of the City Council, department directors and other staff members that participated in the development of this document. Special thanks should go to Budget and Research Director, Gina Thompson who contributed numerous hours coordinating the budget process and preparing this critical document.

Sincerely,



Claude E. King
City Manager

Lewisville Strategic Plan

The Mission of the City of Lewisville is to enhance the quality of life for our community and provide effective municipal service.

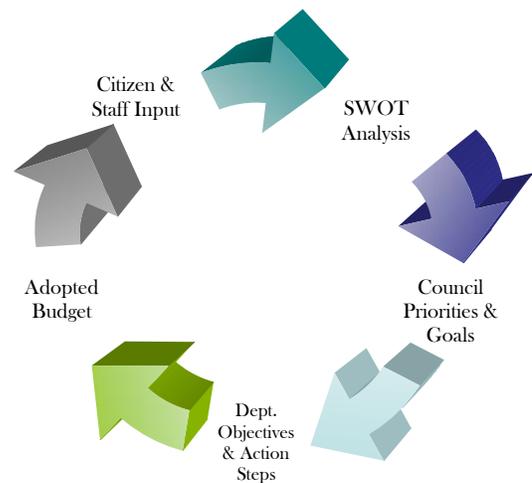
The City of Lewisville strategic planning process revolves around our core mission. Our strategic plan starts with determining where we stand. This is accomplished through citizen input and an internal SWOT Analysis. Based on this, the City Council sets priorities for the development of the budget. They also set one or more goals they want achieved for each priority. Departments then work to help Council achieve their priorities and goals by establishing objectives for themselves. Finally, departments determine what specific, operational steps will be needed to achieve their objectives and they request funding for specific programs.

Developing the Plan: SWOT Analysis and Citizen Input

In the first step towards refining the city’s strategic plan for the next fiscal year, departments look inwards and determine their Strengths, Weaknesses, Opportunities and Threats (this is referred to as a SWOT Analysis).

Strengths and Weaknesses are short-term, and Opportunities and Threats are more long-term. The departments first develop their strengths, weaknesses, opportunities and threats using four main categories and then the City Manager and Council, assuming a more global view, select the city-wide SWOTs which will then become the overall city SWOTs.

Below are the City’s Strengths, Weaknesses, Opportunities and Threats used to develop the strategic plan and adopted budget.



Infrastructure and Service Delivery – This category refers to infrastructure maintenance, development, changes, demand, equipment, etc. as well as service issues such as demand, staffing, processes, etc. Issues related to the department’s service responsibility are discussed in this category.

Short-Term		Long-Term	
Strengths	Weaknesses	Opportunities	Threats
5 & 10 Year CIP Planning Based on Updated Engineering Studies	Adequate training and testing facilities	Benchmarking studies	Change in state or federal laws
5 Year Street & Drainage Program	Underutilization of GIS as a city-wide planning and mapping tool	Wastewater Reuse Program	Disruption of technology
Apparatus and Equipment	Appearance of corridors	Developing East Hill Park for eastside service demand	Increased reliance on municipal courts to dispose of more serious cases
Aquatic Facilities	Appearance of junkyards on SH 121 Business	Increases use of Electronic Document Management and	Increasing non-compliance with nuisance codes

		reduced paper demands	
Communications service providing voice and data over same network	Deterioration and Aging Water/Sewer Facilities and Line Infrastructure	Expand technology-based service delivery	Unfunded state/federal mandates
Comprehensive Old Town development standards and board processes	Deterioration of older neighborhoods, older retail strip centers and facilities (aging infrastructure)	I-35E corridor improvements	Neighborhood transition and deterioration
Comprehensive regulations for new developer construction	Incomplete use of technology	Improve facilities maintenance programs	Organizational resistance to change
East Hill Park lease for future east side demands	Promotion and Marketing	Increased interlocal service and facility sharing	Public safety staffing / workload demands
Fleet reliability due to replacement program	Traffic safety and congestion	Lakes at Vista Ridge	Small pool of applicants including bilingual applicants
Friendly and helpful customer service orientation		Old Town parking / plaza development	
Toyota of Lewisville Railroad Park		Recreational needs analysis including outdoor programming	
GO bond program for infrastructure		Regional disaster response training	
Infrastructure planning and regular investment		Regional sports authority	
Inter-Departmental Efforts in Storm Water Compliance		Westside overlay and incentive program	
ISO rating		TOD overlays at DCTA station locations	
Known planning parameters (ie, build out, city limits)		Transportation (DCTA/mass transit, I-35 E widening, etc)	
Medical Center of Lewisville Grand			
Park and library facility and service development through 4B			
Positive Customer Satisfaction Rankings for Most City Services			

People and Competencies – This category refers to current employee needs, concerns, and issues, such as performance measurement, recruitment, training, teamwork, etc. This category deals with department issues only and not broad organizational issues.

Short-Term		Long-Term	
Strengths	Weaknesses	Opportunities	Threats
Annual salary analysis and adjustment	Competition for certified plant operators in Public Services	Alternative training programs through interlocals / COG	Constantly changing regulatory directives for certification requirements
Competitive benefits package	Management level diversity	Improve police recruitment marketing	Continued growth in work loads
Diverse backgrounds and experience among staff	Reward and recognition program	Increase employee training opportunities	Future non-competitiveness / inequity in salary/benefit structure.
High expectations for customer service fulfillment			

Internal training program			
Leadership Development Series program to enhance department's supervisory and management skills			
Low staff-to-population ratio			
Low turnover ratio			
Strong Human Resource System			
Intranet website for employee communication			
Wellness program			

Political and Social - This category encompasses issues dealing with the community, boards and council, other governmental entities, etc. Again, only issues related to the particular department are discussed.

Short-Term		Long-Term	
Strengths	Weaknesses	Opportunities	Threats
Annual City Council retreat	Resident perception of changing neighborhood profiles	Communication and continuity between the City and LISD	Changes in demographics
Political stability	Resident awareness of information and services available on city web site	Enhance customer satisfaction measurement tools / citizen & customer surveys	Continued loss of Federal and State funding for local programs (CDBG, Transportation)
Political support for codes and ordinances	Ineffective influence at State level	Enhance public education / marketing activities	Erosion of annexation authority in extra-territorial jurisdiction (legislative)
Positive Council/Staff relationship	Limited community involvement	Enhanced advisory board member training	Legislative restrictions or mandates
Staff involvement with regional social agencies	Marketing / image	Improve perception of community safety/security	School system ratings decrease
	Public perception of government	Increased involvement in legislative processes at State and Federal levels	
	Resident turnover	More active/effective community outreach programs	
	Small pool of board/commission candidates		

Economic and Financial - As the name implies, any economic or financial issues are addressed in this section: Issues such as financial policies, funding sources, revenue concerns, user fees/rates, etc. that relate specifically to the departments.

Short-Term		Long-Term	
Strengths	Weaknesses	Opportunities	Threats
Aggressive tax incentive policies which increase the ability to attract new businesses	Economy	Additional grant funding sources	Ad Valorem Tax - legislative cap effects
Competitive Energy Costs through Aggregation	Debt Ratio (UF)	Camelot landfill user fees	Business relocation to other cities
Competitive Water/Sewer Rates	Decrease of impact fee revenue	Continued expansion of tax base	Castle Hills debt load, reporting

		of East Lewisville and Old Town	requirements, accountant workload and bond rating impact
Comprehensive CIP review system	Dependence on sales tax	Creative funding programs to stimulate redevelopment of declining business centers	GASB 45 requirements for retiree benefits
Continuing redevelopment of Old Town	Diminishing amount of corporate campus land	Development of cost effective health plan alternatives	Higher operating costs due to increased density and service demand
Fees charged by departments electronically verified against fee schedule	GB and LI zoning remaining in Old Town	Development of Southwest Lewisville	Increased technology costs
Fiscally conservative financial policies	Low availability of new single family land	Energy conservation programs and products	Increasing salary & benefits costs/competitive pressure from other cities
Funding capabilities for high priority projects	Storm Water Financing	Expanded contractual purchasing agreements	Large Equipment Replacement Needs for Water and Wastewater
Geographic location	Unaccounted for Water Loss	Expanded participation in State-wide warrant roundup program	Legislative restrictions on revenue growth
Low employee to population ratio		Expanded use of collection services (MSB)	Loss of business properties on I-35 (real property and income)
Low/competitive tax rate		Expansion of lighting retrofit program for city facilities	Medical Inflation Rate
Municipal Court Security and Technology Funds		Improve cost center allocation	Non-funded or under-funded mandates
Old Town Tax Increment Financing revenue / incentive program		West side overlay and incentive programs	Potential loss of City assets (theft, fraud, etc)
Sound bond ratings (General Obligation and Utility)		Increased use of electronic document management to reduce supply costs	Reduction of collection rate of ad valorem taxes
Strategic Partnership Agreement / Limited Annexation with Castle Hills business districts		Inter-Departmental Auditing and Accounting for Water Usage	
TIF bond financing in Old Town		Internal control improvements	
Vehicle and equipment replacement funding		Outsourcing services or joint provision of services	
		Partnership with Lewisville Economic Development Foundation	
		Resort on the Lake	
		Road impact fee	
		Solicitation of advertising/naming rights	
		Storm Water drainage utility/Storm Water Utility Fee	
		Use of Technology to reduce staffing demands	
		Water conservation programs	

City Council Priorities and Goals

The city mission is the point around which the strategic planning process revolves. To achieve our mission, the City Council has set nine fundamental priorities. Priorities are strategic versus operational. The Council priorities are:

- 1) **Provide a well developed and maintained infrastructure, and meet the demand for services.**
- 2) **Controlling cost of service delivery.**
- 3) **Maintain financial stability.**
- 4) **Provide opportunities for cultural/recreational activities for residents and visitors.**
- 5) **Provide a community where citizens/visitors are safe and secure.**
- 6) **Develop the City's economic base and improve aging/substandard areas.**
- 7) **Meet transportation and transit needs.**
- 8) **Maintain a stable, high performance workforce.**
- 9) **Enhance the community's image and citizen involvement.**

Each City Council priority has one or more corresponding goals. Goals are more specific than priorities and not operational in nature. Below are the goals (per priority) set by the City Council:

- 1) **Provide a well developed and maintained infrastructure, and meet the demand for services.**
 - a. **Goal: Maintain facilities to meet service demand**
 - b. **Goal: Improve street, sidewalk, alley and utility line condition ratings**
 - c. **Goal: Maintain adequate capacity in water/sewer systems**
 - d. **Goal: Maintain an effective technology infrastructure**
 - e. **Goal: Ensure high quality plan review and inspection services**
 - f. **Goal: Maintain staffing and service levels that match community expectations**
- 2) **Controlling cost of service delivery.**
 - a. **Goal: Increase energy conservation measures**
 - b. **Goal: Oppose unfunded state mandates**
 - c. **Goal: Use technology in lieu of manpower when possible**
 - d. **Goal: Control employee/retiree health insurance costs**
 - e. **Goal: Use alternative procurement methods for facility construction when cost effective**
 - f. **Goal: Increase interlocal service provision**
- 3) **Maintain financial stability.**
 - a. **Goal: Maintain a budget system that funds competing needs according to the entire organization's priorities**
 - b. **Goal: Maintain/improve revenue base**
 - c. **Goal: Ensure effective internal control systems**
- 4) **Provide opportunities for cultural/recreational activities for residents and visitors.**
 - a. **Goal: Increase participation in recreation and athletic programs**
 - b. **Goal: Utilize partnerships with outside entities to improve recreational opportunities**
 - c. **Goal: Improve the park and recreation system assets**
 - d. **Goal: Increase opportunities for recreation oriented visitation**
 - e. **Goal: Develop major tourist attraction**
 - f. **Goal: Develop sport-related tourist attraction**

- 5) **Provide a community where citizens/visitors are safe and secure.**
 - a. *Goal: Provide necessary public safety facilities and equipment*
 - b. *Goal: Involve the community more in safety and security*
 - c. *Goal: Match demand for public safety with the appropriate manpower*
 - d. *Goal: Ensure high compliance with community health and safety ordinances*
 - e. *Goal: Improve neighborhood security in aging areas*
 - f. *Goal: Ensure disaster preparedness and timely response*

- 6) **Develop the City's economic base and improve aging/substandard areas.**
 - a. *Goal: Improve the appearance of aging neighborhoods*
 - b. *Goal: Increase investment in Old Town*
 - c. *Goal: Increase re-development in other areas of the city*
 - d. *Goal: Reduce the impacts of retail competition and I-35 expansion*
 - e. *Goal: Stimulate retail development (existing shopping centers)*
 - f. *Goal: Work with Vista Ridge Mall on long-range market position*

- 7) **Meet transportation and transit needs.**
 - a. *Goal: Improve local thoroughfare system*
 - b. *Goal: Utilize outside resources for road construction funding*
 - c. *Goal: Develop transit (bus/rail) system in Lewisville*
 - d. *Goal: Facilitate funding for full length of I35 corridor (I635 to SH380)*

- 8) **Maintain a stable, high performance workforce.**
 - a. *Goal: Develop the organization*
 - b. *Goal: Improve quality of job candidates*

- 9) **Enhance the community's image and citizen involvement.**
 - a. *Goal: Use the Visitors Bureau and other City resources to define and promote a positive City image among residents & visitors to the City*
 - b. *Goal: Increase opportunities for citizen and community participation*
 - c. *Goal: Work with local stakeholders, regional and state partners, and third-party entities to maximize Lewisville's potential as a tourist destination*
 - d. *Goal: Improve corridor appearance*
 - e. *Goal: Develop I35 corridor comprehensive plan overlay and incentive program*
 - f. *Goal: Improve communication with LISD*
 - g. *Goal: Implement branding program*
 - h. *Goal: Improve communication with realtor community*

Departmental Objectives (for funded action steps)

Departments help achieve the City Council's priorities and goals by creating specific objectives they will attempt to achieve during the next fiscal year. Each department objective is tied to a City Council goal (which is in turn tied to a priority).

Provide a well developed and maintained infrastructure and meet demand for services.

Improve street, sidewalk, alley and utility line condition ratings

Public Services	Completion of All Funded Maintenance Programs listed on the Five Year Street and Drainage Programs.
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Maintain an effective technology infrastructure

Public Records	To continue assisting Departments with processing hard copy documents into electronic format in compliance with the City's Records Retention Policy.
INFORMATION TECHNOLOGY	Implement technology systems that will improve information, storage, and reporting requirements for the organizations technology needs.
INFORMATION TECHNOLOGY	Improve Internal Information Access
Municipal Court	Replace court office and courtroom computers.

Maintain staffing and service levels that match community expectations

FIRE	Ensure adequate overtime funding to maintain levels of service
Public Services	Completion of all scheduled maintenance activities.
Public Services	Ensure adequate resources, maintenance materials and equipment.
Public Services	Ensure Efficient and Effective Workforce.
Public Services	Meet or Exceed State and Federal Standards for Water and Wastewater Quality.
Public Services	Provide Public Education/Awareness Campaigns for Environmental Issues within the Fiscal Year.
Public Services	Replacement of worn and obsolete equipment.
Parks & Leisure Services	Optimal use of materials, products and utilities to meet service demands.
INFORMATION TECHNOLOGY	Provide knowledgeable support staff to support organizations needs.

Maintain facilities to meet service demand

FIRE	NFPA standard 1403 states that the training facility needs to be inspected by a an Engineer who has experience with fire training facilities. This add back will accomplish this need.
Public Services	Ensure adequate maintenance materials and equipment.
Public Services	Improve water efficiency and conservation efforts.
Public Services	Maintain facility systems, equipment, fixtures and structures.
Public Services	Meet or exceed 100% State and Federal Regulations.
Parks & Leisure Services	Re-stripe parking lots at Parks facilities.
Community Development	Improve service delivery to customers by improving technology

Control cost of service delivery.

Control employee/retiree health insurance costs

Human Resources	Work with the Wellness Committee to find ways to engage plan participants in healthy life styles.
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Increase energy conservation measures

Public Services	Evaluate potential franchised electric cost savings.
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Use technology in lieu of manpower when possible

Public Services	Extend communication to remote facilities.
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Maintain financial stability.

Maintain/improve revenue base

Comm Relations / Tourism	Attract corporate, leisure and sports visitors to Lewisville hotels, meeting facilities and retail establishments.
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Improve bond ratings

Finance Department	Provide value added financial services that strengthens and sustains the City's financial position.
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Maintain a budget system that funds competing needs according to the entire organization's priorities

Non-Departmental	Appropriately fund leave liability amounts for the 2012-13 fiscal year.
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Provide opportunities for cultural/recreational activities for residents and visitors.

Increase opportunities for recreation oriented visitation

Comm Relations / Tourism	Develop ongoing and special programs at the Lewisville Center for the Creative Arts for both residents and visitors.
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Improve the park and recreation system assets

Parks & Leisure Services	To continue to improve the quality of the athletic fields at Toyota of Lewisville Railroad Park.
Parks & Leisure Services	Upgrade library computer lab public use computers

Increase participation in recreation and athletic programs

Parks & Leisure Services	Improve promotion of PALS activities, classes, and events.
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Provide a community where citizens/visitors are safe and secure.

Match demand for public safety with the appropriate manpower

Legal Department	Provide for the effective prosecution of cases in the Municipal Court of Record.
POLICE DEPARTMENT	Advertise, test and hire six new dispatchers, which includes field training and TCLEOSE and EMD (Emergency Medical Dispatcher) certified by September 30, 2013.
POLICE DEPARTMENT	Complete Basic detention officer training through the Municipal Jail Association of Texas (MJAT) by September 30, 2013.
POLICE DEPARTMENT	Complete hiring of the remaining police officers from mid-year.
POLICE DEPARTMENT	Complete the Field Training Officer program and be released to full duty by September 30, 2013.
POLICE DEPARTMENT	Provide a Basic Supervision course to the new supervisor by September 30, 2013.
POLICE DEPARTMENT	The new sergeant will complete a Basic Supervision course by September 30, 2013.

POLICE DEPARTMENT	Warrant officer will clear 15% of warrants issued.
FIRE	Add back Division Chief of Investigations which was given up to meet target number. This position helps to provide adequate supervision, safety and control of personnel. Provide a full time fire investigators to supervise on shift investigators and manage case load.
FIRE	Adjustment of salaries listed in Fire Prevention District 216 account. Salaries have increased along with benefits and this adjustment will bring this account in line with current salary and benefit package.
FIRE	This action step is needed to fund OT for the 216 account Fire Prevention District. The account needs OT listed for the 9 positions that will be added.

Provide necessary public safety facilities and equipment

POLICE DEPARTMENT	To install window tinting and lighting in the jail by December 31, 2012.
POLICE DEPARTMENT	Complete purchase of three new vehicles to include all ancillary equipment installations by September 30, 2013.
POLICE DEPARTMENT	Ensure outdated Low Roll Distraction Device is replaced September 30, 2013.
POLICE DEPARTMENT	Ensure portable radio and UPS batteries are available for use by September 30, 2013.
POLICE DEPARTMENT	Ensure the department has a Tactical Robot for deployment by September 30, 2013.
POLICE DEPARTMENT	Ensure the department is equipped with Three "Emergency" M-4 Rifles and Three Firearm Closet Vaults by September 30, 2013.
POLICE DEPARTMENT	Ensure the old phone for Hostage Negotiations is replaced by September 2013.
POLICE DEPARTMENT	Ensure the Range Lead Decontamination Program is complete by September 30, 2013.
POLICE DEPARTMENT	To ensure 100% compliance with city-wide video platform standards using Preferred Technologies by July 1, 2013.
POLICE DEPARTMENT	To ensure the department is well equipped with needed rifles by September 30, 2013.
POLICE DEPARTMENT	To equip all officers with an Electronic Control Device (ECD) by September 30, 2013.
POLICE DEPARTMENT	To provide necessary equipment in support of the DEA Task Force Agreement by June 30, 2013.
POLICE DEPARTMENT	To replace 100% of body armor that is outside the manufacturer warranty period.
FIRE	Action step needed to supplement the Fire Prevention District account for purchasing new Medic Unit. Total amount needed to purchase this unit with equipment surpassed the estimated amount funded.
FIRE	Current air bag system used for rescues is past its recommended service life. This action step would fund new equipment to maintain the current level of service
FIRE	Currently our hose reserves are completely depleted. This action step would fund additional purchases to help maintain adequate hose on all apparatus
FIRE	Replace aging small power tools used for fire and rescue operations
FIRE	This action step is need to cover the costs for the Fire Prevention District uniforms and personal protective equipment account. This account was based on estimates from over 12 months ago and items purchased with these funds have had cost increases.

FIRE	This action step is needed to add money to replacement vehicle account for the new medic.
FIRE	To provide necessary technical and network resources for employees
Ensure disaster preparedness and timely response	
FIRE	FCC is mandating an upgrade to existing Emergency Warning Siren System by January 1, 2013. This funding will bring us into compliance.
Public Services	Assess all required RMP, SPCC and ERP Plans and implement identified actions within the fiscal year.
Public Services	Complete Implementation of Identified Security Risks within the Fiscal Year.
Ensure high compliance with community health and safety ordinances	
Human Resources	Continue to identify and correct accessibility issues within the City.

Maintain a stable, high performance workforce.

Develop the organization	
Non-Departmental	Maintain low employee turnover levels.
Human Resources	Develop a program to improve and enhance the Performance Management System.
Comm Relations / Tourism	Be actively involved in professional organizations that support city operations or provide input to state and federal agencies on city priorities.

Departmental Action Steps

Once the departments have set their objectives for the next fiscal year, they determine if they will need new tools to achieve those objectives. These new requests can be seen as the specific “actions” the department will be taking to achieve their objectives and are hence referred to as “Action Steps”. An example of an action step would be: “Create and print crime prevention brochures.” The department would then ask for specific dollar amounts needed to create and print crime prevention brochures. Not all action steps require new money though. Many times departments determine a specific step that can be taken to achieve an objective which does not require new funding but can instead be absorbed into their existing operating budgets.

Adding Dollars to Achieve the Desired Results of the Strategic Plan

The final step towards the development of the city’s strategic plan is funding new projects/programs so the plan’s goals and objectives can be achieved. New funding is not always necessary but there are projects/programs that cannot be initiated without it. Below is a listing of all action steps that were funded.

FY 12-13 On
Going
Impacts

Provide a well developed and maintained infrastructure and meet demand for services.

Non-Departmental	Water fountain repair in front of City Hall	267,480	0
Public Records	Part-Time Temporary Salaries	14,772	14,772
Fire	Supplement Fire Suppression OT account	30,731	30,731
Fire	Training Tower Engineering Study	40,000	0
Public Services	CIP - Additional Asphalt Street Rehabilitation	330,000	0
Public Services	CIP - Additional Screening Wall Maintenance	200,000	0
Public Services	CIP - Additional Sidewalk Maintenance	400,000	0
Public Services	CIP - Curb and Gutter for Walters, Hatcher, and Herod	200,000	0
Public Services	EP - Enhanced Environmental Education Program	5,900	5,900
Public Services	EP - Special Event Recycling Program	5,550	2,000
Public Services	Increased Water Cost	33,364	33,364
Public Services	IS - CIP for Facilities Maintenance	50,000	50,000
Public Services	IS - Personnel Lift	93,518	0
Public Services	IS - Re-Hab of Vehicle Lift.	1,520	0
Public Services	IS - Safety Equipment	10,622	0
Public Services	IS - Vehicle and Equipment Repair Parts	5,000	5,000
Public Services	PW - DCTA Roadway Worker Protection Certification	1,000	0
Public Services	PW - Non Excavating Valve Repair Kit	8,581	0
Public Services	PW - Sand Spreader Replacement	56,829	0
Public Services	PW - ULM - Training for TCEQ Licensing	2,027	2,027
Public Services	PW - ULM Remote Access for Field Operations	3,636	2,736
Public Services	PW - Water Leak Detection System	24,020	0
Public Services	UT - Balance Table for Wastewater Laboratory	3,145	0
Public Services	UT - CIP - SCADA Radio Upgrade	95,050	0
Public Services	UT - Crane Truck	59,333	2,991
Public Services	UT - Dispatch Console Equipment for After-hour utility service calls	49,436	5,616
Public Services	UT - Fees for Disinfection Byproduct 2 Sampling and Analysis	10,048	10,048
Public Services	UT - Midway Pump Station	67,437	67,437
Public Services	UT - Painting of Lab Cabinets	1,360	0
Public Services	UT - Reclaim Basin Modifications	42,500	0
Public Services	UT - Replacement of Water Laboratory Water Bath	3,787	0
Public Services	UT - Replacement of Water Plant Valves	39,256	0
Public Services	UT - Replacement Sludge Feed Pump Rotor and Stator Moyno Pump #1	41,042	0
Public Services	UT - Security Surveillance Systems	21,295	600
Public Services	UT - Small Pipe Inspection Camera	3,695	0
Public Services	UT - Wastewater Drain Lift Station Replacements	37,697	0
Public Services	UT - Wastewater Laboratory Amperometric Titrator	3,796	0
Public Services	UT - Wastewater Plant 1 Clarifier	46,400	0
Public Services	UT - Wastewater Plant Grit Removal	14,703	0
Public Services	UT - Wastewater Treatment Plant Doors	27,365	0
Public Services	UT - Water Laboratory Spectrophotometer	7,769	0
Public Services	UT - Water Plant Doors, Ladders and Walkway Improvements	18,653	0

Public Services	UT - Water Plant IFIX SCADA and Radio Upgrades	21,667	0
Public Services	UT - Water Plant Line Repairs	45,000	0
Public Services	UT - Water Treatment Plant Programmable Logic Control (PLC) Replacements	16,252	0
Parks & Leisure Services	Expanded Funding for Electricity at Toyota of Lewisville Railroad Park	117,679	117,679
Parks & Leisure Services	Parking lot Re-stripping	10,000	10,000
Community Development	Pet Point Shelter Management Software	8,900	8,400
Community Development	Purchase Two (2) Tablet PC's for Health Division	5,000	0
Information Technology	Community Development Applications	343,435	13,935
Information Technology	Fiber Expansion	240,603	3,513
Information Technology	Financial Technology Refresh Sungard One Solution for HR/Finance.	286,925	3,600
Information Technology	Network Layer two switch replacement	13,764	0
Information Technology	PC Replacement, Phone Set Replacement, Printer Replacement	112,000	0
Information Technology	Public Safety System Support Specialist additional funding.	1,928	1,928
Municipal Court	Computer Replacement	21,950	0
		3,623,420	392,277

Control cost of service delivery.

Public Services	PW - Solar Powered Street Lighting Pilot Project	10,770	0
Public Services	UT - IFIX SCADA Training for Water and Wastewater	9,980	0
Public Services	UT - Water Plant Lime Level Sensors	5,768	0
Human Resources	Rewards for Wellness	10,000	0
		36,518	0

Maintain financial stability.

Non-Departmental	Compensation Plan - Market	275,099	275,099
Non-Departmental	Compensation Plan - Merit	131,287	131,287
Non-Departmental	Compensation Plan - Steps	118,977	118,977
Non-Departmental	Additional 2% compensation plan adjustment	674,894	
Non-Departmental	Leave Liability funding for FY 2012-13	150,000	150,000
Finance Department	Part time position	17,695	4,756
Finance Department	Upgrade CryWolf False Alarm Billing System	5,400	0
Community Relations /Tourism	Expand KTA Old Town Jam Session	11,300	8,900
		1,384,652	689,019

Provide opportunities for cultural/recreational activities for residents and visitors.

Parks & Leisure Services	Digital Message Boards	58,000	0
Parks & Leisure	Library computer lab upgrade	28,385	3,521

Services			
Parks & Leisure Services	Over-seeding Soccer Fields	15,000	15,000
Community Relations	Event Planner position	54,474	1,223
Non-Departmental	Fireworks show for July 4th	36,500	
Non-Departmental	Annual holiday lighting program	42,125	0
Parks & Leisure Services	Toro MH 400 Topdresser and ProCore SR70-S Aerator	47,866	0
Community Relations /Tourism	Add four line sets and hoist motors to Performance Hall fly system	160,000	0
		442,350	19,744

Provide a community where citizens/visitors are safe and secure.

Legal Department	Prosecutor Pay Structure	5,818	5,731
Police Department	Additional Funds of \$1,841 for the One (1) Detention Supervisor CCPD project	1,841	1,841
Police Department	Additional Funds of \$12,328 for the Three (3) Marked Police Vehicles CCPD Project	12,328	12,328
Police Department	Additional Funds of \$19,431 for the Ten (10) Police Officers CCPD Project	19,431	19,431
Police Department	Additional Funds of \$2,300 for the One (1) Street Crime Unit Sergeant CCPD project	2,300	285
Police Department	Additional Funds of \$5,139 for the One (1) Narcotics Officer CCPD project	5,139	2,286
Police Department	Additional Funds of \$5,513 for the Six (6) Dispatchers CCPD Project	5,513	5,513
Police Department	Additional Funds of \$7,977 for the Five (5) Detention Officers CCPD Project	7,977	7,977
Police Department	Hostage Negotiations “Throw Phone” – E.N.T. Call Box System Replacement	11,100	0
Police Department	Jail Window Tinting and Lighting	8,500	0
Police Department	Low Roll Distraction Device Replacement	2,500	0
Police Department	One (1) Warrant Officer	9,658	0
Police Department	One Small SUV for DEA Task Force Member	29,905	4,000
Police Department	One Tactical Scout Robot	24,916	0
Police Department	Purchase Replacement Batteries for 3 Radio Site UPS Units.	14,500	0
Police Department	Range Lead Decontamination	3,600	0
Police Department	Replace Expired SWAT Body Armor	39,142	0
Police Department	Replacement of Twenty Seven (27) Sets of Body Armor	22,059	0
Police Department	Seven (7) M-4 Patrol Rifles	6,300	0
Police Department	Sixty Three (63) Portable Radio Batteries	12,500	0
Police Department	TASER X2 –for 14 Crime Control and Prevention District Police Officers.	17,920	0
Police Department	Taser X2 for Each Officer	179,200	0
Police Department	Three “Emergency” M-4 Rifles and Three Firearm Closet Vaults	3,500	0
Police Department	Video camera replacement - City Jail	78,000	3,000
Fire	216 Account OT	49,752	49,752
Fire	216 Firefighters network technical resources	1,582	1,582
Fire	Additional On Going compensation/benefits for C165	1,273	1,273

Fire	Hose	10,010	0
Fire	New Medic	12,097	0
Fire	Power Tools	20,269	0
Fire	PPE and Uniform Costs for Fire Prevention District Personnel	7,587	7,587
Fire	Re-Banding of Emergency Warning Sirens	7,900	0
Fire	Rescue Air Bags	7,160	0
Fire	Salary and benefit Package Adjustment account 216	52,415	52,415
Fire	Vehicle Replacement Account	5,848	5,848
Public Services	UT - Ammonia Gas Detection System Replacement	7,048	0
Public Services	UT - Level A Chemical Suits for Water and Wastewater	7,356	0
Public Services	UT - Wastewater Generators	52,090	3,000
Public Services	UT - Wastewater Security Fencing	27,810	0
Public Services	UT - Water Plant Upgrade of Emergency Backup SCADA	5,796	0
Human Resources	Fire Department Accessibility Issue	43,500	0
		843,140	183,849

Maintain a stable, high performance workforce.

Community Development	Secretary for Health/Code	47,679	0
Community Development	Fire Inspector position	67,815	23,000
City-wide	Training package	40,625	20,000
Human Resources	Aquatic Pay Adjustments	30,947	0
Human Resources	Salary Adjustment for Plant Operators and Chief Operators	70,687	24,877
Community Relations /Tourism	Send a member of the CVB sales staff to two TACVB state meetings	2,050	2,050
		259,803	69,927

This year, in addition to the funded objectives and action steps by City Council priority, capital project expenditures are also being classified by City priority to provide a more thorough presentation of dollars spent per City priority. These are on-going projects and the dollars reflected below include only the remaining budget authority in each project. Not the total project cost.

■ **Provide a well developed and maintained infrastructure, and meet the demand for services.**

Fiber-optic Infrastructure	\$ 1,911
Animal Shelter Construction Project	\$ 5,422
Building Repairs	\$ 20,229
Drainage Improvements	\$ 892,016
XIV Data Storage System	\$ 79,119
Fiber Expansion	\$ 329,500
Security System Conversion	\$ 374,986
PC/Phone/Printer Replacements	\$ 112,000
Water Fountain Repair	\$ 267,480
Screening Wall Repairs	\$ 526,779
Timbercreek Liftstation	\$ 4,138,356

Elm Fork Sanitary Sewer Phase 2	\$ 254,977
Wastewater Treatment Plant Sludge Mgmt	\$ 3,381,659
Purnell St Wastewater Main Replacement	\$ 319,490
Crossroads South Sewer	\$ 2,344,062
Indian Creek Liftstation	\$10,145,401
Sewer Crossings	\$ 1,275,252
East Side Gravity Sewer	\$ 3,500,000
I/I Repairs	\$ 186,702
2013 Sewer Line Replacements	\$ 1,800,100
2013 I/I	\$ 250,000
Extension of Sanitary Sewer	\$ 31,093
Water Lines	\$ 2,584,142
Update of Water Infrastructure Map	\$ 96,719
Midway Pump Station/Dallas Water Line	\$ 439,733
Water Meter Improvements	\$ 90,828
Midway Branch LS/Force Main	\$ 9,238,463
Water Treatment Plant Ground Storage	\$ 3,909,085
	<u>\$46,795,504</u>

■ Controlling cost of service delivery.

Document Imaging Phase IV	\$ 39,056
Community Development Application	\$ <u>237,090</u>
	\$ 276,146

■ Maintain financial stability.

Court Technology Upgrades	\$ 26,000
EMS Software Upgrade	\$ 6,682
Finance/HR Application Upgrade	\$ <u>632,758</u>
	\$ 665,440

■ Provide opportunities for cultural/recreational activities for residents and visitors.

Rodeo Arena ADA Improvements	\$ 49,299
Arts Activity Center	\$ 97,738
Lewisville Lake Master Plan	\$ 105,967
Old Town Park Plaza	\$ 864,182
General Park Improvements	\$ 307,884
Railroad Street Park Development	\$ 210,137
Trail Development	\$ 1,231,772
Lake Park Improvements	\$ 114,074
Playground Equipment	\$ 40,352
Athletic Complex Turf Renovation	\$ 275,000
Pool Repainting	\$ 51,193
Park ADA Improvements	\$ <u>123,625</u>
	\$ 3,431,223

■ Provide a community where citizens/visitors are safe and secure.

Public Safety Training Facilities	\$ 1,316,600
Fire Station Workshop/Storage Facility	\$ 2,343
Fire Station ADA Improvements	\$ 43,500
Jail Facility Final Improvements	\$ 254,048
Remodel of Police Station	\$ 11,609
	<u>\$ 1,628,100</u>

■ Develop the City’s economic base and improve aging/substandard areas.

Residential Historic Preservation	\$ 36,990
Old Town Historic Preservation	\$ 86,534
	<u>\$ 123,524</u>

■ Meet transportation and transit needs.

I 35 Corridor Plan	\$ 4,878
Old Town Transit Oriented Development	\$ 3,750,000
I 35 Corridor Aesthetic	\$ 2,016
Railroad Street	\$ 454,093
Westwood II	\$ 9,589,115
Purnell Street	\$ 22,971
Street/Alley Bond Improvements '09	\$ 2,905,745
Valley Ridge- Mill to College	\$12,048,337
Riverside Road/Bridge	\$ 2,400,000
Bellaire Heights	\$ 268,263
Corporate Drive	\$41,269,366
FM 407 and I 35	\$ 1,600,000
Traffic Improvements '09	\$ 21,638
Traffic Improvements '10	\$ 283,125
Concrete Repairs	\$ 1,017,553
Asphalt Repairs	\$ 560,994
Sidewalk Repairs	\$ 779,850
Neighborhood Rehab	\$ 400,000
Alley Repairs	\$ 170,000
Walters/Herod/Hatcher	\$ 200,000
Traffic Improvements	\$ 529,854
	<u>\$78,277,798</u>

■ Enhance the community’s image and citizen involvement.

E Government Web Applications	\$ 27,760
2025 Plan	\$ 160,000
Corridor Beautification	\$ 1,184,565
	<u>\$78,277,798</u>

TOTAL ALL CITY-PRIORITIES

\$134,197,735

Measuring Performance

This section shows the results of each department's FY 2011-12 (last year's) efforts to achieve their objectives. Results are listed by Council priority.

Objective Status

FY 11-12

(03) Administration

Objective: Appropriately staff administrative offices to provide optimal service.

Management Projects Coordinator position has been eliminated.

(04) Public Records

Objective: Increase funding for police and fire operations.

Police and Fire sales tax elections held successfully.

(05) Legal Department

Objective: Provide legal advice to ensure compliance with city ordinances and state and federal laws.

Advised various departments on legal issues as needed throughout the year.

Advise various departments on legal issues as needed.

Attended numerous meetings throughout the year providing legal advice as needed.

Objective: Utilize legal research technology effectively.

Renegotiated Westlaw contract added access to additional on-line legal publications and saved money on book subscriptions.

Objective: Utilize all available legal remedies for collection of sums owed the

City.

Collected \$35,298 through September 30th on mowing liens filed on properties not in compliance with city code.

Objective: Ensure compliance with state law regarding municipal involvement in cultural and recreational activities.

Attended numerous meetings throughout the year providing legal advice as needed.

Objective: Provide for the effective prosecution of cases in the Municipal Court of Record.

95% convictions

95% convictions

Objective: Provide legal advice regarding contracts with other entities.

Numerous contracts reviewed throughout the year from various departments ensuring compliance with all applicable laws.

Objective: Develop and invest in continuing legal education and training.

Attended Continuing Legal Education (CLE) programs throughout the year.

(07) Police Department

Objective: Construct Police building security fence by June 2012.

The action step (Police building security fence) related to this objective was not funded.

Objective: To replace 100% of body armor that is outside the manufacturer warranty period.

All body armor that is outside the manufacturer warranty period has been replaced.

Objective: Ensure twelve year old radars are replaced by June 2012.

Six of 12, twelve-year-old radars were budgeted for replacement and all six were purchased and deployed in December 2011.

Objective: **Ensure the SRO program continues in our high schools and middle schools for a positive law enforcement influence that provides a safe and secure learning environment for students and teachers, encouraging relationships between officers, school administrators, teachers and students.**

This objective is met as our SROs add-back action step was funded.

Objective: **Ensure the SRO program continues since the school district reimburses the City 50% of the program costs, which is program income for the City.**

Reimbursements have been received.

Objective: **Ensure the newer sniper rifles are available for deployment by July 2012.**

The rifles were received and deployed in February 2012.

Objective: **Ensure effective management of all Police grants.**

The action step (one part-time police grant intern) related to this objective was not funded.

Objective: **Ensure a SRO is designated for the new 9th grade LISD campus.**

Objective met. A new SRO was funded under the sharing agreement with LISD for the Harmon 9th grade campus.

Objective: **Purchase a spare trunk radio controller by August 2012 to create a more robust radio system for emergency responders and ensure the sustainability of our radio system through 2018 or beyond.**

In February 2012, the vendor for this controller system, Motorola, said they are unable to deliver a controller as they have stopped production of this equipment.

Objective: **Properly maintain the Kealy Radio Tower site utilizing funds provided under the ILA between Denton County, DENCO 911 District and the City of Lewisville.**

Tower inspection was completed and no additional work is needed.

(08) FIRE

Objective: **Add back operations OT funds used to meet target number. This will bring back OT account to 2011 level and help maintain minimum staffing.**

This account was fully funded back to original amount.

(09) Public Services

Objective: **Provide system for equitable distribution of costs and cost recovery based on use/consumption.**

Proposed enhanced revenue sharing agreement for curbside recyclables.

Revenue sharing proposals were developed and passed along to the Assistant City Manager.

Objective: **Appropriate and convenient solid waste/recycling options for residents on an ongoing basis.**

HHW collections conducted monthly. Semi-annual medication disposal events coordinated with LISD/DEA; multi-family recycling proposal discussed with City Council; franchise negotiations on service enhancements began

Objective: **Completion of the funded maintenance programs listed on the Five Year Street and Drainage Program.**

The Contractor's crews are near completion of the project locations for the FY 10/11 Street and Drainage Program. The crews will then begin the FY 11/12 project locations.

The curb ramp configurations for the Timber Brook and Timber Creek Estates additions are in design. Design should be completed by June 2012.

The College Parkway (I-35 to Summit) concrete panel repairs are scheduled to begin in May 2012.

Curb and gutter repairs (Asphalt Street Rehab) should begin on Huffines Dr. (Mill to I-35) by May 2012.

Curb ramp designs are completed. College Parkway Street repairs and curb and gutter repairs on Huffines Dr. are also completed.

Objective:

Replacement of worn out and obsolete equipment.

Purchase of the gas powered cutoff saws is complete.
Timber Creek Lift Station pump rotating assemblies remain to be installed.

Objective:

Maintenance Materials

Maintenance materials were fully funded.

Objective:

Compliance with the new manual on Uniform Traffic Control Devices (MUTCD) Retro reflectivity Standards.

A City-wide traffic sign inventory is complete. Scheduled sign replacements will now begin. These will be ongoing for several years.

Year
End

This activity is completed.

Objective:

Meet or exceed regulatory and community standards for environmental programs and services.

Environmental Programs has coordinated the recycling, household hazardous waste events, and Environmental, Stormwater, conservation and recycling education efforts. Required HHW training provided for involved personnel, medication disposal program conducted in manner compliant with DEA, EPA and TCEQ regulations.

The Wastewater Plant Operator position was filled in October 2011.

Odor media for the Lake Pointe and Whippoorwill lift stations was received in April and scheduled for replacement in May 2012.

Odor monitoring and air analyses were conducted for use in an odor study to determine the appropriate Odor Control System to install at the headworks of the Wastewater Treatment Plant.

Emergency generator connections were received for the Highland Lakes and Railroad Street lift station. These connections will be installed in June for the provision of emergency power from a portable generator.

The Wastewater Laboratory furnace was installed in March 2012.

Conservation and SSO educational units have been printed; engineering services have been used for electrical and environmental studies.

Year
End

The Wastewater Operator position was filled in October 2011. Odor media for the Lake Pointe and Whippoorwill lift stations was received in April; installation has been delayed until November. Odor monitoring and air analyses were conducted in April and June. Based on the findings of this study, an engineering evaluation of odor emissions from the Wastewater Treatment Plant has been approved. Installation of the Odor control system for the Prairie Creek Pump Station will be completed in December. Procurement of this unit was delayed until the outcome of the air analysis was complete. Emergency generator connections for the Highland Lakes and Railroad Street lift stations were installed in June 2012. The Wastewater Laboratory furnace was installed in March 2012.

Objective: **All scheduled replacement/maintenance of treatment equipment and appurtenances.**

Repairs to the #3 Raw Water Pump were complete in August; repairs were also made to the #3 Raw Water pump motor, before it was put back into service. The Eastside Pump Station transfer switch was installed in March 2012. The Wastewater Treatment Plant Belt Filter Press belts were received in January 2012.

Objective: **Extend communication to remote facilities.**

The IFix program for the Wastewater Plant's backup computer was received and is scheduled to be installed by the new Instrumentation and SCADA contractor.

Objective: **Implement Identified Safety Needs**

The Water Plant SCBA equipment was replaced in February 2012.

Objective: **Completion of scheduled maintenance activities**

CIP Drainage Improvements were funded in the amount of \$300,000. Drainage projects are managed by the Engineering Division.

Repairs to the Plant 2 Train #1 Aeration Basin walls were completed in July 2012. Natgun Concrete Tank Services performed a polyurethane grout injection on the exterior wall on the basin wall.

Objective: **Meet or Exceed 100% State & Federal Regulations**

The Water Treatment Plant has optimized chemical usage in water production to meet increased chemical costs. 10, 27 and 44% reductions in the ferric, lime and polymer dosage per million gallons in FY 2012 Budget as compared to FY 2011. A 60% and 211% increase in bleach and carbon feed offset some of these chemical savings.

Objective: **Repair, replacement and upkeep of facilities systems, equipment, fixtures and structures.**

Objective: Perform safe and environmentally proper A/C refrigerant handling tasks

Purchased AC recycling station to properly handle refrigerants.

Objective: Maintain services to meet customer's expectations and protect revenue.

Increased Dallas Water Utilities wholesale water rates were put into effect. 48% of Treated Water and 39% of Raw Water projected water demands have been used to date.

The total projected water demands exceeded the projected water demands by 12%.

Objective: Maintain staffing and service levels that match community expectations

Additional funding (\$4,000) was provided for contractor assistance with complicated water and sewer line repairs. One emergency repair on a 30" inch water line was completed in March, and the remaining funding will be used as issues arise through the remainder of the year.

Custodial service at MCL GT and the Animal Shelter and Adoption Center is currently being provided by both contract custodial service and City Staff.

(10) Parks & Leisure Services

Objective: Improve promotion of Recreation, Library and Arts Center events and classes

Assigned staff member to coordinate promotional efforts. New initiatives include a monthly advertisement in a local magazine, exploring new advertising options, and exploring the possibility of using social media appropriately. Recreation has also increased participation in the community through various local events, such as The Greater Lewisville Amazing Race sponsored by Leadership Lewisville and a Fitness Expo at the Vista Ridge Mall.

Increased social media presence. Hosted Lewisville Area Chamber of Commerce LEADS networking events and spotlighted Library resources, services, and facility. Participated in Lewisville Area Chamber of Commerce Leadership program; served on steering committee for the Greater Lewisville Amazing Race. Promoted library resources and services at the LISD Back-To-School Fair and the LISD Special Needs Activities Fair. Promoted Library awareness through Teen Advisory Group "Flash Read" at Lewisville Western Days. Currently coordinating promotion of major Library events on I-35 and Hwy 121 digital billboards. Visited local schools to promote library resources and services to students and teachers. Represented City of Lewisville and Library profession at local school career days.

Objective: Provide quality equipment at Recreation Centers Fitness Rooms

Due to the recent change in ADA regulations, a meeting was set to evaluate the current fitness room offerings and necessary changes/improvements. Recreation is working diligently to devise a comprehensive plan to come into compliance with the new ADA regulations, while also providing a quality experience for facility guests.

Objective: Maintain staffing levels to meet customer expectations

Because of the addition of the three new positions at Toyota of Lewisville Railroad Park in the 2011-2012 budget we have been able to do a better job of meeting our customer's expectations. This has enabled us to have more flexibility with work schedules during tournaments and "special events". This has also allowed us to cut back on some of the long hours that our crews were having to work on multiple days back to back.

FY10/11 cut of one full-time librarian supervisor position has resulted in challenges to meet customer expectations.

Objective: Provide quality maintenance and safety at aquatic parks

At Sun Valley Aquatic Center, the tot pool was altered in order to come into compliance with the new ADA regulations. The City was able to purchase and install a new water feature in the tot pool as well. The previous water feature had become worn and faded. Both pools received various additional accessibility upgrades necessary to bring the facilities up to date with the new ADA regulations. The Parks Division has worked diligently all winter to keep the aquatic facilities in excellent working condition; while also assisting in mitigating future issues.

Objective: Provide quality landscape maintenance at parks facilities and medians to meet service demands

Because of the addition of the "Irrigation Technician Supervisor" position we have been able to devote more time to recognizing and resolving irrigation problems. We are also putting the responsibility on our crews to do a better job of watching the plant beds and trees in their respective areas of maintenance and keeping us notified of any and all perceived problems.

Objective: Optimal use of materials, products and utilities to meet service demands.

We are working closely with our park rangers in an attempt to be more efficient with electricity usage at our athletic complexes. We now have the lighting at all three of our athletic complexes and our tennis courts computerized and our supervisors are assigned laptops which allow us to adjust schedules at anytime from anywhere. Our park rangers let us know when teams have completed games and have left the fields with the lights still on. At that time we can turn the lights off prior to the scheduled end of the cycle, thus preventing the wasting of electricity.

Library professional staff conducts annual collection analysis to insure the quality, currency, and relevance of library resources for all ages. Library staff prepares return on investment analyses of classes and events, electronic resource use, and workflow efficiencies. Library responds to community demands for library services, classes and resources.

(11) Community Development

Objective: Develop an inventory of businesses required, by current code, to have oil and sand interceptors in FY 11/12 for possible retrofit.

The Building Inspection Division is coordinating with the Fire Prevention Division to develop an inventory of non-conforming occupancies. The department has been unable to meet this goal due to staffing levels.

Objective: Conduct/perform quality plan reviews, maintenance inspections and construction inspections throughout 2011-2012 with measurable rates including turn-around times, decreased submittal rates and documentation/standards.

Community Development staff reviewed 41 Engineering site plans, 29 plats and 2 zoning concept plans during FY 11/12. Engineering staff conducted 23 maintenance inspections and provided construction inspections on 68 projects. The Building Inspection Division implemented E-Plan reviews and permits for a total 1590. Building Inspection performed 7,230 inspections, 585 plan reviews for buildings and 2,118 plan reviews for miscellaneous permits such as fences, garages, storage buildings, carports, patios, swimming pools, etc. Fire Prevention performed 2,106 annual business inspections, 77 annual multi-family complex inspections, 253 new tenant inspections and 181 plan reviews for permits.

Building Inspection had a significant reduction of force due to many factors. Staff was able to maintain quality reviews and inspections with a slight increase of turnaround time and submittal rates. Training of new personnel has added to the decreased times however recovery is near completion

Objective: Continue to effectively communicate and coordinate with all departments involved in the processes and/or other City Council related topics.

Engineering, Fire Prevention and Building Inspection staff continue to attend weekly plan review meetings and Development Review Committee meetings with Economic Development and Human Resources staff to discuss and share information regarding projects and status updates. Code Enforcement continues to work with the Neighborhood Resource Officers (NRO) on a daily basis to abate nuisances and with Public Services and PALS as needed.

Objective:

Implement the electronic plan review process.

The Fire Prevention Division has embraced the electronic plan review process by effectively utilizing the system as well as promoting the program with the development community.

Electronic plan review had its challenges this year. EPR issues were identified and remedial training is planned. User group customers were identified as having ownership in some of the issues and those issues are being resolved with training as well.

Objective:

Gain and maintain certifications for Building Inspectors in building codes including: mechanical, plumbing, electrical, property maintenance, energy and ADA.

All existing certifications have been maintained through renewals and required continuing education credits (CEU's). One Chief Building Inspector and two Building Inspectors have ADA certification and two Building Inspectors are anticipated to obtain ADA certification in the second half of FY 11/12.

Current staff (7 employees total) include 2 certified master electricians, 6 plumbing certifications, 5 ADA certifications, 6 residential certifications, 6 commercial certifications, 1 certified building official. These certifications will enhance ISO ratings and national accreditation.

Objective:

Effectively communicate and coordinate with all departments involved in the revitalization of Old Town.

The Fire Prevention Division has played a key role in offering technical advice to both internal and external customers for Old Town. This includes spearheading water infrastructure upgrades for fire hydrants and fire sprinkler systems.

Objective:

Provide in-house design, plan review, inspections and coordination of City construction projects.

Engineering staff is currently performing preliminary investigations for an in-house sidewalk project. Completed design of Elm Street 12" waterline and 8" Sanitary sewer. Engineering, Building Inspection, Fire Prevention, Planning & Zoning, Public Services and Human Resources/ADA personnel have been involved with the new Animal Shelter in an effort to achieve code compliance.

City staff reviewed plans, coordinated timelines, and managed efforts to revitalize and upgrade the Rodeo Arena in time for the Labor Day Rodeo Event.

Objective:

Implement a volunteer program to improve service delivery to customers.

Staff is currently drafting a volunteer program for the new animal shelter facility. Implementation of the new volunteer program is anticipated for early 2013.

Objective: **Continue to maintain the new Animal Shelter facility by completing all warranty and punch list items.**

Continues to work with the contractor and architect to complete punch list items such as floor drain damages, shelter doors, animal cages, lights, and the alarm system. The anticipated completion time is Mid-Year of 2013.

Objective: **Improve service delivery to customers by improving technology.**

Building Inspection implemented the electronic review system and divisions are reviewing plans that are submitted electronically and issuing permits electronically. Building Inspectors, Fire Inspectors, Sanitarians, Code Enforcement Officers and Animal Control Officers continue to utilize computer technology in the field to improve service delivery to customers, including providing inspections in the field.

Staff is currently evaluating "New World" software, anticipated date for implementation is Mid-Year of 2013.

Objective: **Educate staff on Green Building standards and associated National, State and Local programs.**

The International Code Council (ICC) adopted standards in October 2011. The Building Inspection Division will be reviewing green standards as part of the request for 2012 ICC codes adoption.

Staff certifications and training on energy conservation is ongoing in preparation for adoption of the 2012 model codes and amendments. (Anticipated Adoption date: March 2013)

Objective: **Continue direction to electronic permitting systems**

Staff is currently performing electronic plan review and issuing many permits electronically.

Electronic permitting is approximately 22% of all permit submittals.

Objective: **Reduce expenditures as a result of declining revenues.**

Engineering has reduced printing cost by revising forms to eliminate professional printing services as much as possible as well as providing information in digital format whenever possible. Building Inspection continues to reduce costs for paper, printer ink and associated office supplies through the use of electronic processes. Health & Code continues to reduce costs related to postage by utilizing electronic mail services via WALZ. Animal Services has a negotiated food contract with Science Diet which reflected a savings of approximately \$14,852 for FY 11/12.

Objective: Maintain/improve revenue base

Electronic Plan Review, which was implemented in October 2011 has generated an additional \$17, 675 in total revenue with 13.8% of plan submittals being reviewed electronically. Fire Prevention has generated \$157,624 in annual business inspection revenues, \$157,580 in annual multi-family complexes inspections, and \$34,549 in plan review and permit fees.

The Fire Prevention Division tirelessly strives to improve our revenue base through efficiency. This is validated by a 2.5% increase in revenue during this fiscal year. (\$341,596 for FY 10/11 vs. \$349,753 for FY 11/12)

Objective: Improve partnerships with citizens.

Code Enforcement has conducted a total of 14 neighborhood meetings to allow citizens to become more familiar and develop a working relationship with Code Enforcement personnel and to give citizens the opportunity to ask questions regarding codes and ordinances.

The Fire Prevention Division tirelessly strives to improve our revenue base through efficiency. This is validated by an 11% increase in revenue during this fiscal year.

Objective: Increase public awareness of services through marketing, meetings, etc.

The Engineering Division sent annual floodplain information to floodplain residents as well as insurance agents, mortgage companies and title companies. Neighborhood meetings were held prior to construction in Westwood II and with Regency Drive residents to share plans for Timber Creek. Animal Services hosted the first “Paws in the Park” event to encourage animal adoption in November 2011. A total of 6 dogs were adopted. In addition, Animal Services has utilized technology by creating a Facebook account for the Animal Shelter and has conducted Public Service announcements regarding rabies alerts, promoting adoptions, promoting the new Animal Shelter & Adoption Center, etc.

Objective: Continue to provide staff support for the Ad Hoc Neighborhood Preservation Committee and implement committee recommendations as directed by City Council

Staff is continuing to push the implementation of the committee's recommendations.

Objective: Continue evaluating NET program results.

Staff continues to participate in NET neighborhood meetings with the Neighborhood Resource Officers (NRO) in all target areas to address violations and citizen concerns. A total of 14 NET program neighborhood meetings were held, which included 12 neighborhood meetings and two apartment meetings. Regular team efforts are ongoing with Code Enforcement and NRO's on a monthly basis.

Objective: Encourage residents/businesses to maintain their property.

The Neighborhood Improvement Program has a working inventory and has made significant progress in abating issues. Code Enforcement has performed a total of 9 sweeps for FY 11/12. The Building Inspection and Fire Prevention divisions continue to encourage property maintenance through inspections.

Objective: Evaluate neighborhoods for substandard building conditions.

The Building Inspection division currently has a listing of substandard properties, which is updated regularly and available on the City website. 13 of 27 of the properties identified as substandard have been brought to compliance for FY 11/12.

Objective: Throughout FY 11/12, maintain a quarterly compliance rate of 99% of all food establishments

Sanitarians have performed 745 inspections for FY 11/12 with a compliance rate of 99%.

Objective: Throughout FY 11/12, maintain a compliance rate of 99% in multi-family units.

The Fire Prevention Division has inspected 77 apartment complexes with a 100% compliance rate during FY 11/12. Fire Prevention efforts and effective relationship building has resulting in meeting this goal with 100% of all violations noted being rectified.

Objective: Throughout FY 11/12, maintain a compliance rate of 98% of commercial buildings for fire and life safety.

The Fire Prevention Division has performed 2,106 inspections of commercial building with a compliance rate of 100% during FY 11/12. Fire Prevention efforts and effective relationship building has resulting in meeting this goal with 100% of all violations noted being rectified.

Objective: Throughout FY 11/12, enforce and regulate oil and gas well ordinance.

Fire Prevention continues to effectively regulate and monitor our gas well sites through a strong inspection presence as well as maintaining partnerships and effective relationships with our gas well companies.

Objective: **Eliminate illegal bandit signs.**

The Building Inspection Division removed 3,329 illegal signs for FY 11/12. Code Enforcement removed 776 illegal signs in the first half of FY 11/12.

Code Enforcement pulled 2021 signs.

Objective: **Continue with Neighborhood Improvement Plan working with Code Enforcement to provide unified inspections of neighborhoods**

Code Enforcement conducted 48,754 total inspections (including nuisance, complaints, pools, re-inspections, etc.). The Building Inspection Division continues to coordinate with Code Enforcement on properties within the City as needed.

Neighborhood Enhancement Team which included team effort with Building Inspection, Code Enforcement, Fire Inspection, Health, Animal Services, Police, P.A.L.S, and Public Services.

Objective: **Continue the Single Family Rental Inspection Program.**

The Building Inspection Division was notified by the Finance Department of 464 rental properties during the first half of FY 11/12, of which 151 have been inspected, with 4 re-inspections (2%). 160 have been pulled as inactive rental properties (35%) and 153 inspections are currently pending due to a shortage in Building Inspection staff.

Objective: **Focus on the Old Town area to gain substandard compliance.**

Two substandard single-family residential buildings have been demolished in FY 11/12 and five properties from the list of substandard properties have been improved.

Objective: **Improve Nuisance code enforcement.**

Currently, Code Enforcement has a 98% compliance rate. Staff has performed 32 after-hours sweeps and 41 weekend sweeps for FY 11/12.

Objective: **Include sidewalk/trail for Trinity Trail System on 35-E bridge (TxDOT).**

Final schematics have received FHWA and FONSI approval. The sidewalk/trail improvements are incorporated within the environmental assessment document.

Objective: Pursue funding for intersection improvements, signalization and Land Use Transportation Joint Venture Project.

SH 121, FM 3040 and FM 1171 projects are completed. Staff was able to negotiate a scope change with the D.O.E to purchase alternate radios for the ARRA Grant Project. The project is substantially complete.

Objective: Monitor progress and assist Innovative Transportation Solutions in the proposed Denton County TRIP-08 Bond Program.

Corporate Drive from Waters Ridge to Railroad Street is under construction. TRIP-08 funding for additional projects will be available from Denton County's FY 11/12 bond sale.

Objective: Continue implementing 2003 Bond Program.

The contractor is addressing pavement concerns that have occurred since project completion on Westwood I. Westwood II along with a new sanitary sewer is under construction. Vista Ridge Mall Drive has been completed. The Bellaire Heights reconstruction is completed and staff is currently investigating additional neighborhood rehab projects that can be accomplished with unencumbered funds from Westwood II.

Objective: Continue to provide major intersection improvements to improve transportation services for the citizens of Lewisville.

Improvements funded with Energy Efficient Grant Funds have been completed.

Objective: Construct Corporate Drive from Water's Ridge Drive to Railroad Street.

The project is under construction.

Objective: Complete design of Valley Ridge Boulevard from Mill Street to College Street.

Base construction plans are complete. Staff is negotiating with consultant on a change order to add a 30" waterline and other modifications and additions to the plans. There are acquisition proceedings on five right-of-way parcels and nine easements. Currently have appraisals in place for all un-acquired tracts/easements. COE nationwide 404 permitting and FEMA CLOMR are approved. Negotiations are currently in progress with DCTA regarding the rail crossing.

Objective: Complete design of Windhaven Parkway at the KCS Railroad Crossing.

The consultant submitted 90% design plans got the R.R bridge to KCS Railroad for review. Staff is reviewing 60% design plans for the roadway.

Objective: Assist DCTA with signal pre-emption features and railroad/highway grade crossing operations.

The project is completed and the Highway-Rail Signal Interface Agreement has been executed.

Objective: Work with TxDot, Denton County and City of Denton on achieving FHWA approvals, Ultimate Freeway Capacity and Lane Configuration process.

FHWA FONSI has been received and the right-of-way acquisition process has begun. The stand-alone FM 407 project is funded and has been incorporated into the I-35 Phase 1, Design build project.

Objective: Pursue funding alternatives for IH-35E Bridge Aesthetics initiatives.

Denton County TRIP funding in the amount of \$5 million will be made available. Staff is looking at options to re-appropriate certain unused funds from Corporate Drive RTR funds.

Objective: Encourage internal promotional opportunities.

While unsuccessful in gaining a promotional position within the Fire Prevention Division, staff is continually encouraged and supported in developing the skill set necessary for promotional opportunities within the division.

The assistant City Engineer position was filled with one of the Civil Engineers.

Objective: Seek low-cost or no-cost training to develop continuing education/training that is more cost effective.

Engineering: one Civil Engineer attended the Texas Water 2012 Conference. One Civil Engineer and the Assistant City Engineer attended a free public works seminar hosted by a consultant, which included required the ethics unit; One Civil Engineer attended the Texas Public Works Conference in Mesquite and the City Engineer attended the Fall Texas Floodplain Management Association Conference in Rockwall. All inspectors have recieved training.

Building Inspection: the Chief Building Inspector attended a supervisory workshop, fire extinguishing class, annual Building Officials Associations of Texas and fire systems class; one Chief Building Inspector and one Building Inspector attended Business Professional Institute classes in May 2012. The division is currently researching no-cost classes for Building Inspectors to achieve continuing education credits.

Fire Prevention: staff has attended three no- cost training seminars and attended the National Fire Academy with a cost of less than \$300 for continuing education credits to maintain certifications. While advanced level training for Fire Prevention Inspectors is rare in the immediate geographical area, the Fire Inspectors did complete approximately 48 hours of free continuing education.

Health & Code: the Health & Code Manager is scheduled to attend Business Professional Institute (BPI) classes in May 2012; the Health and Code Manager, one Sanitarian, the Chief Code Enforcement Officer and two Code Officers are scheduled to attend Disaster Management Training in August 2012; One Sanitarian attended a low-cost TEHA meeting (\$15) and hosted a Quarterly Backflow Meeting for surrounding cities. Two Sanitarians are scheduled or Business Professional Institute classes in May 2012; the Chief Code Enforcement Officer and two Code Enforcement Officers attended the Code Enforcement Association of Texas (CEAT) Annual Conference in February 2012; three Code Enforcement Officers are scheduled to attend Building Professional Institute (BPI).

Animal Services: Two Animal Control Officers attended the Texas Animal Control Association annual conference in March 2012; one Animal Control Officer attended a Texas Humane Law Enforcement class; on Animal Control Officer and Shelter Attendant attended a no-cost Adoptable Animal Photography Workshop; the Animal Services Field Supervisor and one Animal Control Officer are scheduled for a 2-day State certification class; the Animal Services Field Supervisor and one Animal Control Officer are scheduled to attend Euthanasia training in July 2012; the Animal Services Supervisor attended a No-Kill Shelters Workshop in April 2012; and, one Animal Control Officer is scheduled to attend Euthanasia training in May 2012.

Objective: Continue to gain certifications, improve processes and records management in the Building Inspection division to gain National Accreditation to augment ISO ratings.

Current staff (7 employees total) include 2 certified master electricians, 6 plumbing certifications, 5 ADA certifications, 6 residential certifications, 6 commercial certifications, 1 certified building official. These certifications will enhance ISO ratings and national accreditation. The division continues to improve processes and record management through the use of the SIRE system, HTE system and Laserfische in an effort to gain national accreditation.

Objective: Continue to work with Economic Development to develop an I-35E corridor redevelopment plan.

The Building Inspection division provides assistance to Economic Development in relocating businesses affected by the I-35E redevelopment.

(12) Finance Department

Objective: **Continuous improvement in the efficiency of the procurement function.**

Ongoing. All of our bidding opportunities are posted on Bidsync.com. This service provides for greater accuracy in notifying potential bidders, the ability to issue bid documents more efficiently, and the ability to receive bids electronically. cell phone analysis has recently been completed by Purchasing, resulting in a change of vendors and more efficient process of internal billing. Purchasing continues to provide ongoing support to various departments in regards to grant compliance issues.

Objective: **Adjust water/sewer rates as needed to provide coverage and meet service demand.**

Completed according to budget calendar. Continued evaluation of conservation measures with the development and impact of tier rates. City Council review planned for spring 2013.

Objective: **Continuous improvement in the efficiency of the Finance operations.**

CAFR and other annual reports completed on time. Monthly accounting period closing, reconciliations and CIP reporting continuing. Enrollment increasing monthly for electronic utility billing. Bank depository services moved to JPMorgan Chase effective 10/01/12. Transition in process.

Objective: **Provide value added financial services that strengthens and sustains the City financial position.**

Multi-year financial plans being finalized. Completed 2012 issuance of \$25.75M general obligation refunding and improvement and \$5.925M revenue refunding and improvement bond issues with a net present value benefit collectively of \$1.5M on the refunded portions. Maintained AAA rating on GO bonds from two agencies and AAA from one agency on revenue bonds (affirmed AA+ with other agency). Continued monitoring of credit card fees and agreements have resulted in 21.25 percent decrease in fees from \$184.7K in FY 2011 to \$145.5K this fiscal year while volume increased from \$10.61M to \$10.88M in sales. Review and analysis of a new stormwater/drainage fee and utility, donation funds analysis and break-out, and Castle Hills debt issuance and district analysis continues. Post-issuance compliance directive with regard to tax exempt obligation completed.

Objective: **Protect against potential loss of City assets (theft, fraud, etc.)**

Internal audits completed in 2012: Ambulance Billing Follow-up, Animal Services Follow-up, Community Development Cash Collections, Park Facility Use Agreements, Police Records Unit and Jail Cash Collections, 2011 Western Days Coupon Collections, 2012 Mid-Year Grant Review, Quarterly Cash Over/Short Reviews, Employee/Vendor Address Match Audit, Police Records Unit Operations Review, Republic Host Fees Review, Telecommunication Providers Compensation Review, and Waste Management Host and Franchise Fee Review. Internal audits and reviews currently in progress: Wrecker Service, Police Property Room, and 2011 Webb Watch Data Analysis Review,

Objective: Develop staff to perform at optimum levels.

Continuing leadership development training, internal auditor, CPAs, investment officers, purchasing and software training for several staff members ongoing. New attendance control program training completed for staff. New website Q&A reviewed and updated and staff trained for new queries via email. Grant Thornton and Weaver Tidwell audit firms annual governmental training events attended by accounting staff.

(13) Human Resources

Objective: Implement NeoGov for applicant tracking. Ensure that all supervisors are trained to fully utilize the program.

Implemented and all users are trained.

Objective: Offer season 2 and 3 of the LDS program for all employees currently enrolled in the program.

Offering Seasons 1, 2 and 3 of the LDS program.

Objective: Add a Health Savings Account High Deductible Health Plan option for employees beginning October 1, 2010.

Effective 10-1-2010, the City offered a HSA plan with qualifying benefit plan.

Objective: Conduct an RFP for health insurance for TPA and network services.

The RFP for health insurance and third party administrator is in process.

Objective: Develop an ADA Transition Plan to comply with the 2010 ADA standards.

Plans are being updated City-wide for compliance.

(14) Comm Relations / Tourism

Objective: Expand the size, quality and marketability of the Western Days festival.

The festival held in September 2011 drew the largest crowd (24,630 people) and generated the most City revenue (\$76,595.05) of any Western Days festival held to date. Total economic impact for the 2011 festival was calculated to be \$1,383,835.

Western Days 2012 was held Sept. 28-29. Light rain on Friday caused the crowds to be lower (about 6,000 people), although alcohol-sales revenue was actually up from the previous year. Steady rain on Saturday resulted in much lower attendance and revenue. Total attendance for both days was 10,068. Staff did respond well to the inclement weather by shifting activities where possible and communicating changes to the public on site and through social media.

Objective: Attract corporate, leisure and sports visitors to Lewisville hotels, meeting facilities and retail establishments.

Hotel occupancy and HOT revenue both were up significantly for the year, approaching figures last posted in 2008. Sports tourism in particular has shown large gains, accounting for about 50,000 hotel room-nights during the 2011-12 fiscal year.

Objective: Be actively involved in professional organizations that support city operations or provide input to state and federal agencies on city priorities.

Sales staff attended the TACVB conference during July 2012 and begins the process of submitting a bid for a future mid-year conference to be held in Lewisville. Staff also has worked closely with TAMIO and TML sources to prepare for an anticipated legislative fight in 2013 on the issue of PEG funding. Department director conducted a workshop at the TAMIO annual meeting and was asked to be a panelist for the TML annual meeting being held in November 2013.

Objective: Develop ongoing and special programs at the Lewisville Center for the Creative Arts for both residents and visitors.

For the fiscal year, MCL Grand ended with 874 booked events and 60,562 total visitors. Public performances included Lewisville Summer Musicals, Our Production Theatre Co., The Acting Studio, Three Redneck Tenors, Lewisville Lake Symphony, LakeCities Ballet, Lewisville Civic Chorale, Pegasus Theatre, Greater Lewisville Community Theatre, Turtle Creek Chamber Chorus, Texas Tunes concert series, and Sounds of Lewisville concert series.

Objective: Use existing and emerging communication outlets to keep residents informed about city projects and programs, and to actively solicit input from residents.

The new city website launched in August and has resulted in increased online traffic. Staff in each department has been trained to maintain content. Neighborhood pages have been added and are being expanded. A new Face book page was set up for the CVB, and a new CVB website is in the design stage. The CRM service request system has been expanded with new request categories, and continues to be updated regularly based on input from departments.

(15) Economic Develop/Planning

Objective: **Maintain Delivery of Economic Development Services.**

With the elimination of the Business Development Consultant position in 2011, work was shifted to existing staff to ensure that the City Economic Development needs were met. Staff conducted lead responses, prepared 380 agreements, managed the Brownfields program, met with land owners and their representatives, generated tear sheets, and performed other various functions required of the position. A Business Development Specialist was hired in January of 2012, and has resumed management of Economic Development tasks.

Objective: **Strengthen the Organization and Reduce Staffing Costs by Replacing Personnel at Lower Levels**

This objective was accomplished with the elimination of the Business Development Coordinator position, which was added back as an Economic Development Specialist saving the City \$11,949 in salary. In addition, ED&P hired a part-time intern in March of 2012 to assist with departmental tasks. The salary for this position was partially funded through the City Brownfields grant.

Objective: **Look for Marketing Opportunities to Promote Development in Lewisville**

The Department continues to effectively promote development opportunities in Lewisville. In FY 11/12, staff participated in several events including the 350 Project, Old Town Real Estate Tour, IEDC Conference, ICSC Conference, Focus North Texas Symposium, and attended events sponsored by the Congress for the New Urbanism, American Planning Association, and Urban Land Institute. ED&P is also in the process of modifying the Whoville website to include more information as well as a promotional video.

Objective: **Establish an Urban Design Center**

In FY 11-12, the Department explored a partnership with the University of Texas at Arlington to employ a Planning, Architecture, or Landscape Architecture Graduate student on a part-time basis. This affiliation is mutually beneficial to both UTA and the City by allowing the students to obtain real world experience, making them more marketable, and improving the prominence of the School of Urban and Political Affairs while simultaneously increasing the Economic Development and Planning Department staffing capacity and graphic capabilities at a low cost. The intern was hired in 2012 and has already proven to be a valuable asset to the Department.

Objective: **Implement Changes to the Zoning Ordinance**

Staff is in the process of finalizing a Specific Use Permit zoning category. This designation would act as an overlay and would not change the underlying zoning designation of a property. The SUP was presented to the Planning and Zoning Commission in the fall of 2011, and discussed with the City Council at their 2012 Retreat. Staff is also in the process of implementing updates to the Old Town Sign Ordinance, Old Town Development Ordinance, I-35 Redevelopment Plan, and City-wide Development Standards to provide clarification regarding development requirements and strengthen Lewisville overall standards

Objective: **Strengthen Internal and External Communication for Development Proposals in Old Town**

Conducted a neighborhood survey of residents living in the service area of CDBG sewer and street projects

Staff regularly attends Old Town Business Association meetings and coordinates with existing and potential businesses/property owners to facilitate development. Currently, the Old Town Sign Ordinance is being updated to reflect feedback received from business owners and expand the menu of allowable signage options. The Department is also working with a consultant to prepare a Welcome Package for new business owners and tenants providing them with helpful information such as a list of items that require permits, standards for signage, and Old Town Development Review Committee procedures. The packet will also include pertinent information regarding ordinances, available incentives, area plans, staff contacts, and links to other organizations including the Old Town Business Association.

Objective: **Research and Update Fee Schedule**

The Department determined that although many cities within the DFW area charge a fee for preparation of Zoning Verification Letters, Lewisville should continue to provide this documentation free of charge due to the small volume of requests received. This item can be revisited in the future if necessary, and the Department will continue to monitor fees in order to maintain a competitive development climate

Objective: **Aggressively Pursue Grant Revenue**

The Department pursued several grant opportunities in Fiscal Year 11/12. Staff evaluated a \$1 million Revolving Loan Grant offered by the U.S. EPA and decided to apply for funding in conjunction with a second Brownfields Assessment grant in FY 2013. ED&P also applied for a Planning Challenge Grant from the U.S. Department of Housing and Urban Development to fund the 2025 Vision Plan. Staff continues to manage existing grants for the Main Street streetscape and Land Banking projects through COG and look for additional sources of revenue. The City is also approved to use the state HOME program funds reservation system and can request funding for housing reconstruction if/when appropriate homes are assessed during the CDBG housing rehabilitation program.

Objective: **Leverage Existing Resources**

Inventorying and utilizing the Economic Development and Planning Department existing resources to add value was a priority in FY 11/12. Staff was encouraged to use available technology such as CoStar Realty and Geographic Information Systems to quickly pinpoint information. In addition, staff created a Microsoft Access database cataloging all Old Town Development Review cases and established a Vacant Land Map in order to streamline research efforts. The Department also worked with the University of Texas at Arlington to develop an internship program and revised an existing grant to provide funds for a portion of a new intern salary.

Objective: **Encourage Promotional Opportunities**

With recent turnover and funding challenges in the Department, the Economic Development and Planning staff members have taken on increased responsibilities and capacity. Department management will continue to examine strategies to implement and fund internal promotions.

Objective: **Promote Continuing Education and Professional Development**

Economic Development and Planning will continue to seek out grant-funded and low or no-cost continuing education and professional development opportunities to reduce the amount of funding required for maintaining professional certifications. Management and supervisory staff have continued to participate in critical training offered by the APA, EPA, TML, ICSC, ULI and NCDA.

Objective: **Reduce Travel and Training Expenses**

The Department has limited its travel and training budget this year by foregoing or reducing attendance at events, thereby eliminating the associated travel expenses typically incurred. Instead, Economic Development and Planning has maximized local opportunities offered by organizations such as the North Central Texas Council of Governments, University of Texas at Arlington, and Texas APA Chapters. In addition, Grants staff attended local HUD training and reduced costs normally incurred with participating in the regional conference by targeting local events.

Objective: **Implement a Proposed Redevelopment Ordinance Encouraging Revitalization of Target Areas**

The Department has invested heavily in long-range plans for the redevelopment of Old Town, Mill Street, Lake Lewisville, and the I-35 Corridor. ED&P has published and received many responses to the 2025 Vision Plan RFP, which is intended to serve as a comprehensive guide for future decisions throughout the City. In addition, the Brownfields program is underway and serves as a redevelopment incentive by inventorying and prioritizing affected sites such as the Old Orchard Shopping Center. Finally, the City economic development policy has been tailored to promote redevelopment projects by providing elements such as shopping center redevelopment incentives and broker commission inducements.

Objective:

Focus on Providing Excellent Customer Service

Provided one-on-one homebuyer orientations including after-hours meetings if needed; conducted one-on-one lender/realtor certifications as requested in addition to monthly workshops; offered technical assistance meetings to new non-profit agencies; and provided direction and assistance to volunteer/mission projects.

During this time of uncertainty in the market, Economic Development and Planning has focused on treating each customer with the highest level of courtesy possible and providing information to them in a timely and professional manner. In the future, these customers will have developed good relationships with staff and remember that Lewisville is a great place to do business.

Year
End

Economic Development and Planning has focused on treating each customer with the highest level of courtesy possible and providing information to them in a timely and professional manner. Grants staff provided one-on-one homebuyer orientations, which were available after regular business hours if needed. They also offered individual lender/realtor certifications in addition to a monthly workshop and held technical assistance meetings for new non-profit agencies as well as providing direction and assistance for volunteer/mission projects.

Objective:

Increase Staffing for City-wide Planning

This objective has been accomplished by filling the Planning Administrator and Planner positions, the latter of which was reclassified from an Economic Development Specialist. In addition, the Department hired a Planning Intern in March of 2012.

Objective:

Update Planning Website

In conjunction with the city-wide website update, the Planning Department has worked to create a more user-friendly, convenient site that provides easily-accessible information including electronic versions of meeting packets for the Planning and Zoning Commission, Zoning Board of Adjustment, and Old Town Design Review Committee.

Objective:

Continue Marketing for the First-time Homebuyer Program

In FY 11/12, Grants staff worked with community partners to improve housing opportunities and services for low-moderate income residents. Staff coordinates with a team of professionals, loan officer, realtor, title officer, home inspector, insurance agent and a certified housing counselor to present monthly homebuyer education classes that is now paid for by a grant administered by Consumer Credit Counseling of Dallas.

Objective: Create Partnerships with Non-profit Organizations

Funded a new agency called YOTO with the purpose of assisting homeless teens, continued funding to 15 non-profit programs, and included the Town of Flower Mound in sponsorship of quarterly social service round table discussions.

The Department funded a new agency called YOTO with the purpose of assisting homeless teens, continued funding to 15 non-profit programs, and included the Town of Flower Mound in sponsorship of quarterly social and service round table discussions. Staff also attends homeless coalition meetings.

Objective: Provide CDBG Opportunities to Lewisville Residents

Grants continued the FHAP homebuyer program, implemented a new housing rehabilitation program, completed the Edwards Street rehabilitation project and started the Milton Street Improvements project.

Objective: Fees for participation in the First-time Homebuyer Assistance Program will also be considered.

Participants in monthly certification classes to work with the First-time Homebuyer program made voluntary \$20 donations during 2011-2012 and this amount was added to the Fee Schedule for FY 2013. Donations support the homebuyer classes.

Objective: Pursue grant opportunities for the HOME Program for housing reconstruction in Old Town.

The City was accepted on state HOME program (reservation system) for project-by-project eligibility for housing reconstruction. So far no homeowners have been accepted, but they will be assessed as they apply for the CDBG Housing Rehab program. If matching funds are required at the time that staff accepts a client for the state program, Council approval would be requested.

Objective: Training avenues covered by grants such as Neighbor Works Institute can be cut back as needed.

Attended local HUD training and reduced cost of attending regional conference in lieu of other development opportunities.

Objective: Conduct high quality plan reviews and inspection services.

With recent new hires in Planning, training staff to conduct high-quality plan reviews and identify areas for higher design criteria has been a priority. The Department has been successful in completing thorough reviews ahead of deadlines and identifying all necessary revisions within the initial iterations as opposed to continuing to make comments on subsequent submittals. This effort, in conjunction with the implementation of SIRE software for electronic plan review, has helped to improve work flow and allowed customers to obtain permits faster.

(18) Information Technology

Objective: Improve Internal Information Access

Action Step 917 Computer Room Fire Suppression System. Project Complete.

Action Step 918 Computer Room Air Conditioning OTCH. AC Unit installed and in production.

Action Step 920 Computer Room Air Conditioning Annex. AC unit installed and in production.

Objective: Implement technology systems that will improve information, storage, and reporting requirements for the organizations technology needs.

Action Step 908 Physical Security. Project in process.

Action Step 921 PC Replacement, Phone Set Replacement, Printer Replacement. All replacement items have been deployed.

(22) Municipal Court

Objective: Begin the development of automated "Bond Forfeiture" tracking software.

This feature should be available in the upgraded version of the court software.

Objective: Develop e-mail court notifications.

This feature remains in the development stage.

Objective: Remove rolling files from the court office.

Back scanning is scheduled to be completed by September of the current year and removal of rolling files will occur after that point.

Objective: Deploy a "Teen Court" case management module.

A Teen Court module to handle all aspects of the process remains in the development stage.

Objective: Continue to plan deployment of e-tickets to all officers (Long term Objective)

This is a long term objective which has been partially implemented. Delay is primarily due to hardware concerns and outfitting the remaining police vehicles with equipment from the device service provider (APS). Concerns also remain over the long-term sustainability of provider.

Objective: Complete final back-scanning phase of imaging project by eliminating all paper files.

Back-scanning will be complete by September 2012

Objective: Continue to encourage education and certification for 100% of the court staff.

The new Court Manager has met all staff members to encourage participation in clerk certification program. One court clerk, who's Level Three Certification had lapsed, has successfully reinstated Certification with the Texas Municipal Courts Education Center.

Objective: Increase internal training opportunities for clerks.

Additional training opportunities and educational presentations during staff meetings are designed to cross-train and educate others on specific duties.

Crime Control and Prevention District Year One Evaluation

Strategy No. 1: Reduce Priority One response Time through the Addition of 10 Patrol Officers

Objectives: Reduce Priority One response time below the current 7 minutes and 38 seconds.

Add six officers to Patrol Shifts.

Add 4 officers to a Power Shift to focus on “hot spots”.

Performance measures:

Advertise, test and hire 10, TCLESOE licensed police officers (includes academy training provided by the City if not already licensed by TCLEOSE).

Complete field training for five of the ten new officers.

Strategy No. 1 evaluation: The police department was authorized to fill Crime Control & Prevention District (hereafter CCPD) positions beginning April 1, 2012, when the City anticipated receiving its first sales tax check for the CCPD. The police department advertised the positions and conducted three tests for police officer in anticipation of filling CCPD openings: 10-22-2011, 11-11-2011 and 1-20-2012. The police department hired 4 new officers in FY 11-12 for the CCPD. Of those, all have graduated from the police academy and two are still in Field Training with an experienced officer (FTO). One officer quit while in FTO so our net new hires for the CCPD are 3. We have fallen short of our goal of having 5 new officers hired and through field training as two will not be released from FTO until March 2013.

Note: Since October 1, 2012, five more officers were given job offers and will begin the police academy on December 3, 2012. Therefore, to date, eight officers have been hired and one of those has completed the FTO program.

Strategy No. 2: Expand the marked car fleet by 3 to support the 10 additional officers

Objective: Add three marked cars to support the additional 10 officers - allows greater flexibility related to assignment of officers to hot spots and reduces officer “down time” due to vehicle maintenance.

Performance Measures:

Complete purchase of three new vehicles to include all ancillary equipment installations.

Provide necessary maintenance on the three new vehicles in accordance with fleet maintenance schedule to minimize down time of vehicle due to mechanical malfunctions.

Strategy No. 2 evaluation: The department’s vehicle of choice for the patrol fleet has been the Ford Crown Victoria sedan. The 2012 model year is the first year that Ford Motor Company discontinued the Crown Victoria. The department conducted a short

study to determine a suitable replacement vehicle and determined that the Ford Interceptor will replace the Crown Victoria as the department's patrol sedan. All three new vehicles funded by the CCPD were ordered on October 2, 2012, with an expected delivery date between 90 and 120 days. All equipment is purchased and available at the installer's site when the vehicles arrive. Maintenance on the vehicles did not take place, as the vehicles were not in service during the evaluation timeframe.

Strategy No. 3: Addition of Public Safety System Support Specialist Position

Objectives: Enable the return of police officers, firefighters, paramedics and dispatchers to their duties in a more efficient manner by providing an additional support position which will provide priority technology support to public safety functions.

Performance Measures:

- Percent of work orders completed on time
- Percent of completed work orders compared to previous years
- Percent of Public Safety fleet computer systems operational monthly
- Average Response time for call back to the requester

Strategy No.3 evaluation: The Public Safety System Support Specialist Position was hired on March 7, 2012. The position was funded for 6 months in fiscal year 2011-12 and will be fully funded in FY 2012-13. The equipment for this position was purchased and installed in FY 2011-12.

This position is dedicated 100% to work on public safety technology.

- This position has completed 278 public safety work orders in a 5 month period with 95% completed on time.
- As this is the first year of operation, the percent of completed work orders compared to previous years is not able to be tracked.
- 100% of the public safety fleet computer systems are operational monthly.
- The average call back time to the requester is 4 minutes and 57 seconds.

Strategy No. 4: Creation of a redundant Computer system to Ensure Continuity of Public Safety Operations

Objective: To create a redundant computer system at an alternate location. Communication between dispatch and emergency vehicles as well as vehicle to vehicle communication is technology dependent. The lack of a redundant computer system for Public Safety is a significant risk to the safety of the community. Therefore, a two phase project that creates a redundant system at an alternate location is being funded. Phase I provides data replication between the Annex Data Center and the Old Town City Hall (OTCH) Data Center. Phase II implements redundant Internet connections and virtual server architecture at OTCH.

Performance Measures

Equipment is purchased, installed and tested.

Back-up policies and procedures for using the new equipment is developed and published.

Strategy No.4 evaluation: Phase one of this project was to purchase and install a 9 module XIV enterprise disk system. This phase was purchased, installed, and tested in 2011-12. Replicating all virtual public safety servers from the Annex datacenter to the OTCH datacenter is now operational. A RFP for a secondary Internet Service Provider as well as purchasing the year 2 equipment for public safety continuity of operations is now in process. Back-up policies and procedures for using the new equipment will be developed once all phases of the project have been purchased and tested.

Strategy No. 5: Fund Part-time Background Investigations Program to ensure quality and efficient hires

Objectives: Optimize the hiring process by minimizing time to fill new positions authorized in the Crime Control and Prevention District two-year plan. Each background investigation is estimated to consume 40 hours. Often, numerous backgrounds must be completed to fill one position. Slow background investigations can create disinterest among qualified candidates and may no longer be available when the background is completed.

Performance measures

Identify and hire retired police officers as investigators for background investigations.

Provide necessary in-house training if investigator is new to assignment.

Conduct 400 hours of investigations and document completion toward hiring new positions.

Strategy No.5 evaluation: As noted in strategy no. 1, four officers have been hired to fill open CCPD police officer positions (one new officer quit in field training leaving a net of 3 new hires). Four paid, part time background investigators who are retired police officers from our department were hired to perform background investigations. The department estimated 400 hours of part-time to hire 5 new officers. Actual time used was 697 hours by part-time investigators to process 39 applicants resulting in our four new hires (net 3).

Note: Since October 1, 2012, five more officers were given job offers and will begin the police academy on December 3, 2012. Therefore, to date, eight officers have gone through the background investigation process.

Strategy No. 6: Use code enforcement, building inspection and police to provide a teamwork approach

Objective: Hire two Code Enforcement Officers and One Building Inspector - a building inspector position would be assigned to the patrol districts to inspect, investigate, study, research, and administer all building related violations or conditions. The two Code Enforcement Officers will allow the creation of additional code enforcement patrol districts. Allows for

more time to be spent on each case, as well as allow for additional sweeps in the particular districts.

Performance measures

Expand the current number of code enforcement patrol districts from five (5) districts to seven (7) districts

Reduce patrol miles per officer from 8.6 square miles to 6.14 square miles per officer

Increase the percent of residential properties achieving voluntary code compliance

Establish a residential property database in target areas outlining building code violations and conditions in a prioritized manner, within one year.

Strategy No.6 evaluation: The Code Enforcement and Building Code Divisions were combined under single management to better coordinate overall property maintenance. It was determined that hiring three certified Code Enforcement Officers (CEO) would be more successful in meeting the goals and objectives rather than adding a Building Inspector. Two of the three CEO's were hired and began September 1, 2012 and the third hiring is in process.

The city is now divided into eight districts giving each CEO an area of 5.375 square miles per officer (as compared to the 8.6 miles before and the 6.14 mile goal). The CEO's have begun an inventory of building code violations and conditions and to date have listed properties with the following - 2078 with one storage or accessory building, 149 with two storage or accessory buildings and 30 with three storage or accessory buildings. The CEO's also resurveyed 581 garage conversions, 496 carports and discovered 12 zoning violations and issued 85 notices in regards to various building maintenance issues. The properties inventoried will be researched in regards to date constructed, if permits were issued, and any other associated issues, such as zoning. A comparison to the prior year case load of the three months from September through November 2012 shows an increase of cases of 12 percent.

The Police Department (PD) and Community Development Department (CD) are holding monthly joint management meetings focusing on joint operations, intelligence sharing, more focused resource application, and, when necessary, cross departmental assignments. Both departments will be focused on reducing the violations of each (i.e. CD will be looking not just at nuisance or building code, but indications of other criminal activity while PD will be reporting nuisance and building code violations in addition to typical criminal violations). Coordination of such effort will be worked out in the joint departmental meetings.

The training needs of both departments need to be examined closely and implemented as soon as possible. CD field personnel need complete knowledge of the zoning, nuisance and building codes and PD field personnel need, at minimum, a working knowledge of the same. Likewise, CD personnel should have a working knowledge of criminal complaint definitions.

Strategy No. 7: Expand use of covert surveillance

Objective: Expand the video surveillance program within the Criminal Investigations Division by enhancing portable surveillance capabilities through the purchase

of digital still and video surveillance cameras, recorders and related equipment that is both portable and disguised for deployment in targeted high-burglary areas.

Performance measures

Identify, purchase and train staff in the use of new equipment.

Deploy one or more pieces of surveillance equipment 50% of the time monthly at targeted locations.

Strategy No.7 evaluation: The Crime Control and Prevention District allocated \$85,000 in Fiscal Year 2011-2012 for purchase of surveillance equipment. The department purchased two covert cameras to provide unmanned surveillance capabilities. The cameras are disguised as “utility boxes” and appear to be for high voltage electrical wiring. The systems are portable for placement in high-crime areas or for specific crime targeting. The cost of the two systems is \$11,500. The systems arrived the week of November 19-23, 2012.

The department selected two mast mounted, telescoping camera systems for use at special events and critical incidents. One of the cameras is for mounting permanently on the Command Center for monitoring special events and for command/control observation during critical incidents. The second system is identical except for the mounting hardware. The second camera system is designed to mount on a vehicle with a receiver hitch. The cost of both systems is \$35,390. The systems arrived the week of November 19-23, 2012.

The department purchased two key fob covert video cameras for use by undercover officers. The cameras cost \$846.00 and have been received.

Two Bushnell Trophy Cams, similar to still cameras used by hunters to document game movement, were purchased for covert placement where longer term surveillance is necessary and still photographs are suitable. The cost of the cameras is \$377.38 and they have been delivered.

The following items listed are still in the process of being purchased:

- o Canon EOS Digital Camera system for long-range surveillance photos. The system includes camera body, lenses and case. The cost of the system is \$6,600.
- o Binoculars for patrol and special operations to enhance surveillance capabilities and allow officers to place more distance between themselves and a targeted, or suspected, vehicle, person or building.

Fire Prevention District Year One Evaluation

Strategy No. 1: Enhance Emergency Medical Services (EMS) Delivery System City-Wide

Objectives: Lower EMS call response times to 4:00 minutes or less.
Purchase an additional ambulance.

Performance measures:

Spec, order, and receive Ambulance.
Order EMS equipment for Ambulance.
Increase front-line Ambulance stock from 4 to 5.

Evaluation of Strategy No. 1: The Medic Unit has been delivered and is equipped and operational. It is estimated that the actual unit will enter service January 1, 2013, thereby increasing front-line ambulance stock from 4 to 5. The new unit will be operated by the 9 additional paramedics approved in the FY 12-13 budget.

Strategy 2: Enhance Daily Minimum Shift Staffing Levels

Objective: Raise minimum staffing level by 2 on all three shifts.
Hire 9 fire fighter/paramedics.

Performance measures:

Advertise, test, and create eligibility list (includes certified Firefighter/Paramedics)

Evaluation of Strategy No. 2: Year one of this strategy included only the one-time cost associated with advertising, testing, and creating an eligibility list. Approximately 130 candidates were tested. This included written examinations and a physical agility test. From this candidate pool, background checks were performed on 55 applicants. The city made job offers to 9 candidates and they were given the remaining tests including polygraph examination, psychological testing, and medical physical. Note: The nine firefighter/paramedics started orientation November 19, 2012.

Strategy No. 3 Creation of a redundant Computer system to Ensure Continuity of Public Safety Operations

Objective: To create a redundant computer system at an alternate location.

Communication between dispatch and emergency vehicles as well as vehicle to vehicle communication is technology dependent. Fire records access is also technology dependent. The lack of a redundant computer system for Public Safety is a significant risk to the safety of the community. Therefore, a two phase project that creates a redundant system at an alternate location is funded. Phase I provides data replication between the Annex Data Center and the Old Town City Hall (OTCH) Data Center. Phase II implements redundant Internet connections and virtual server architecture at OTCH.

Performance measures:

Equipment is purchased, installed and tested.

Back-up policies and procedures for using the new equipment are developed and published.

Evaluation of Strategy No. 3: Phase one of this project was to purchase and install a 9 module XIV enterprise disk system. This equipment was purchased, installed, and tested in 2011-12. Replicating all virtual public safety servers from the Annex datacenter to the OTCH datacenter is now operational. A RFP for a secondary Internet Service Provider as well as purchasing the year 2 equipment for public safety continuity of operations is now in process. Back-up policies and procedures for using the new equipment will be developed once all phases of the project have been purchased and tested.

Long-Range Financial Plans

Long-range forecasting helps city leaders prioritize future spending.

Water & Sewer Five-Year Capital Projects Plan

Revenue

Bonds

Project	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY16/17	TOTAL
Wastewater Treatment Plant				1,000,000	6,000,000		7,000,000
Water Treatment Plant	4,000,000			2,900,000		6,000,000	12,900,000
Water Pump Station Transmission		2,300,000					2,300,000
Water Reuse		3,255,000	3,700,000				6,955,000
Sewer Line Replacements							
Total	4,000,000	5,555,000	3,700,000	3,900,000	6,000,000	6,000,000	29,155,000

Utility Fund Cash / Capital Projects Fund

Project	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY16/17	TOTAL
Water Line Replacements	500,000	250,000	500,000	250,000	500,000	250,000	2,250,000
Sewer Line Replacements		1,750,000	250,000	500,000	250,000	500,000	3,250,000
New Sewer Lines	3,500,000						3,500,000
Inflow/Infiltration Repairs	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
Total	4,250,000	2,250,000	1,000,000	1,000,000	1,000,000	1,000,000	10,500,000

Street & Drainage Five-Year Plan

Concrete Street Rehabilitation

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Bellaire	Indian Oaks Section 3	Corporate Dr	Mill	GardenRidge Blvd
Valley Parkway	Old Orchard	Valley Ridge	Valley Parkway	MacArthur Blvd
GardenRidge Addition, Valley Vista Addition	Edmonds Lane			
Misc. Maintenance	Misc. Maintenance	Misc. Maintenance	Misc. Maintenance	Misc. Maintenance
\$1,140,000	\$940,000	\$940,000	\$940,000	\$940,000

Neighborhood Street Rehabilitation

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Lewisville Valley 3	Lewisville Valley 4	Lewisville Valley 4	Lewisville Valley 4	Lewisville Valley 5
Chisolm, Red River, and GlenHill Curb and Gutter- Walters, Herord, Hatcher	Abilene, Tiburon, Sterling, Clarendon	Glencairn, Canterbury, and Solway	Belltower, Windmere, and Canterbury	Autumn Breeze, Sunswept, Springaire, and Summerwind
\$400,000	\$400,000	\$400,000	\$400,000	\$400,000

Alley Rehabilitation

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Maxwell, Crosshaven	TBD	TBD	TBD	TBD
\$170,000	\$170,000	\$170,000	\$170,000	\$170,000

Asphalt Maintenance

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Temple, Degan, Richland, Lynn, Walters, Hatcher, and Herod	Jones Street (Kealy to Mill), Cowan (Mill to Jones) and Jones Street (I 35 to LakeCrest)	Indian Oaks (Buffalo Bend, Spring Creek, Wanderlust, and Babbling Brook)	McKenzie, Allen, Lone Oak, Hardy, Willow, and Red Bud	Walters, Harris, Henrietta, and Leonard
\$662,300	\$332,303	\$332,303	\$332,303	\$332,303

Sidewalk Maintenance

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Valley Ridge Additions	Water Oak Estates	Meadow Lake and Highland Lakes Additions	TimberCreek Park and Willow Grove Additions	Lakeland Terrace 1 and Central Elementary Addition Area
\$780,700	\$380,700	\$380,700	\$380,700	\$380,700

Traffic Improvements

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
\$0	\$330,000	\$330,000	\$330,000	\$330,000

Drainage Improvements

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
\$0				

Screening Wall Maintenance

FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
\$516,606				

Technology Five-Year Plan

Description	One-Time	On-Going
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FY 2012/13

Community Development Applications	317,900	22,015
Financial Technology Refresh Sungard Onesolution for HR/Finance	283,325	3,600
Fiber Expansion	237,090	3,513
Network Printers & Scanners (Printer/Scanner Replacements)	11,500	0
Network Expansion and Upgrades (Allows for continued growth of network)	13,764	0
Phone Upgrade (Replace EOL Phones QTY 50)	10,500	0
PC Replacement (Replace 100 Units with Virtual Machines)	90,000	0
Public Safety Crime Control Prevention Technology	86,904	40,976

FY 2013/14

Network Printers & Scanners (Printer/Scanner Replacements)	29,500	0
Network Upgrade	130,000	5,000
Fiber	104,500	500
Phone Upgrade (Replace EOL Phones QTY 50)	10,500	0
PC Replacement (Replace 100 Units with Virtual Machines)	100,000	0
Fire RMS System	220,000	0
CMS Utility System Refresh	470,000	23,500
	1,064,500	29,000

FY 2014/15

Network Printers & Scanners (Printer/Scanner Replacements)	29,500	0
Network Expansion and Upgrades (Allows for continued growth of network)	25,000	0
PC Replacement (Replace 100 Units with Virtual Machines)	100,000	0
CMS Utility System Refresh – Phase 2	350,000	20,000
Laserfische Rio	100,000	16,000
Phone Upgrade (Replace EOL Phones QTY 50)	10,500	0
Court Technology Refresh	350,000	30,000
Fiber	104,500	25,000
	1,069,500	91,000

FY 2015/16

Network Printers & Scanners (Printer/Scanner Replacements)	29,500	0
Network Expansion and Upgrades (Allows for continued growth of network)	25,000	0
PC Replacement	100,000	0
Phone Upgrade	10,500	0
Fiber	104,500	25,000
	269,500	25,000

FY 2016/17

Network Printers & Scanners (Printer/Scanner Replacements)	29,500	0
Network Expansion and Upgrades (Allows for continued growth of network)	25,000	0
PC Replacement	100,000	0
Phone Upgrade	10,500	0
Fiber	104,500	25,000
	269,500	25,000

<p>Staff currently is unable to effectively record for broadcast events that are held away from City Hall or another City facility, such as activities at Lake Park or Railroad Park. A portable system would enable a small crew (one or two people) to capture those events for cable and online broadcast. System would include, at minimum:</p> <ul style="list-style-type: none"> • 3 portable robotic tripod-mounted cameras • 3 stead-cam devices • Portable lighting system • Portable audio mixer • Portable video switcher 		
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Year Three (FY14-15)

Priority: Create fully functional studio production capability at a City facility.

Project Description	Estimated Expenditures	Estimated to Reserve Fund
<p>The intent is to have a production studio at a City facility that can be used for in-house video programs. Currently, the only available studio facility is operated by Lewisville ISD. A production studio could be installed in the former studio space at the Annex (currently used for library storage), or in the City Hall basement as part of an overall build-out project.</p>	\$150,000	\$15,000
<p>The current broadcast server (TeleVue, formerly Princeton) will be due for replacement by this time in order to maximize use of digital technology and avoid potential failure caused by aging equipment.</p>	\$35,000	

Years Four and Five (FY15-16 and FY 16-17)

Priority: Create fully functional mobile production studio.

Project Description	Estimated Expenditures	Estimated to Reserve Fund
<p>While the portable production system described in Year Three will accommodate many events, there are certain large-scale events that require a higher level of equipment and technology to produce properly. Much of the portable equipment described in Year Three would be incorporated into a mobile unit, with the majority of cost being the specialized vehicle and power supply.</p>	\$300,000	\$100,000

<p>This is being listed under two fiscal years because total cost is expected to exceed revenue that would be received in a single year so it will be deferred until Year Five. However, drawing from PEG Fund reserves could accelerate this project into Year Four. (Based on projected \$200,000 in annual revenue, this plan would accumulate \$75,000 in the PEG Fund reserves entering Year Four.</p>		
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Personnel

In FY 2012-13, the budget includes 725 full time personnel.

Several modifications were made to budgeted personnel from the adopted 2011-12 budget. For all funds, there were 686 positions funded in the original 2011-12 budget. During FY 2011-12:

- 14 positions related to the newly created Crime Control District were added (10 Police Officers, 2 Code Inspectors, 1 Building Inspector, and 1 System Support Specialist)
- One General Fund position was eliminated (Capital Projects Manager)

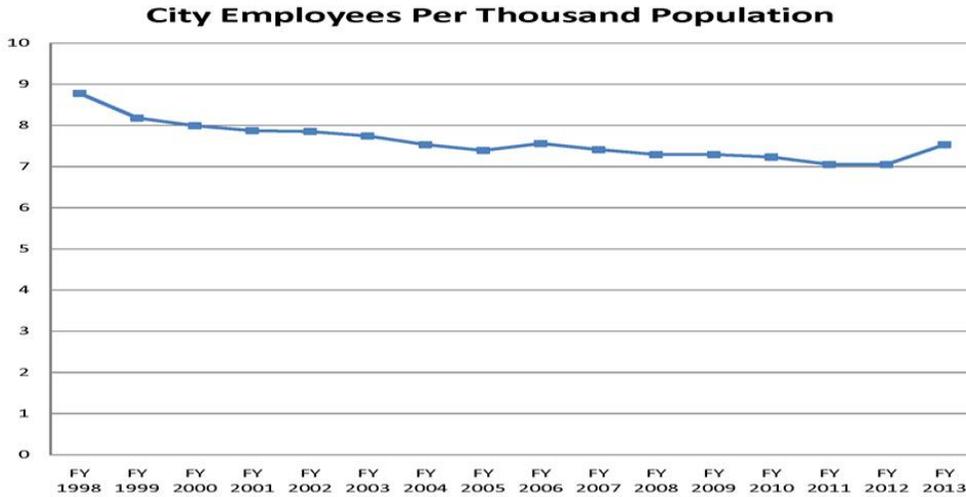
This made the city-wide overall position count for FY 2011-12 699. There are 725 total positions in the base FY 2012-13 budget.

- Sixteen positions were added to the Crime Control District (5 Detention Officers, 1 Detention Supervisor, 1 Narcotics Officer, 6 Dispatchers, 2 Street Crime Officers, and 1 Sergeant for the Street Crime Unit).
- In the newly created Fire Services District, nine Paramedic/Firefighter positions are being added.
- In the Grants Fund a Police Officer position related to the Victim's Assistance Grant was eliminated due to not receiving the grant for FY 2012-13.

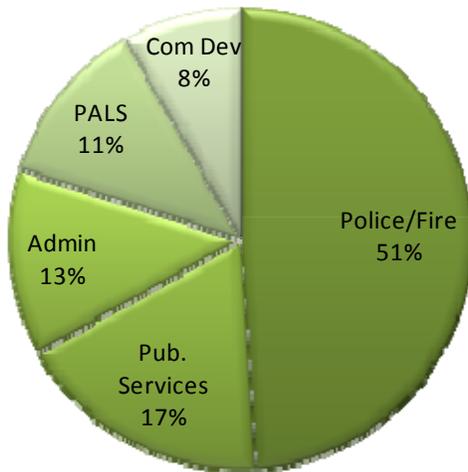
Following are the changes to the General Fund:

- Police Department – An additional Warrant Officer is being added to the Police Department to address workload issues. An offsetting revenue in the same amount (\$77,002) is being added to ongoing revenue.
- Community Development – An engineering technician position was eliminated, a Fire Inspector position was added, and a Secretary for Health/Code Enforcement was added.
- City Secretary – The Deputy City Secretary position was eliminated.
- Non-Departmental – The Capital Projects Manager was eliminated (70% was in the General Fund, 30% in the Utility Fund).
- Community Relations – An Event Planner position was budgeted for FY 2012-13. Half of the position is budgeted in the General Fund. (The other half is located in the Hotel Motel Fund).

The following graph illustrates the relationship between the growth of the City's population and workforce over the last twelve years. Throughout the 90's, the trend reflected how development rose rapidly and population outpaced staff growth. The trend downward beginning in 1995 is attributed to a City Council commitment to provide more services with fewer resources by promoting flexible management and the efficient use of technology.



The next chart indicates that the allocation of expenditures and personnel are closely related. Public safety, comprising 57% of the general fund operating budget, also utilizes half (51%) of the total city personnel. Public Services, which includes both General and Utility Fund services for streets, traffic facilities, and utilities represents 17%. Parks and Leisure Services utilize 11% of total staff. Administrative personnel, which includes the City Manager’s Office, City Secretary, Municipal Court, Information Technology Services, Finance, Human Resources and Economic Development and Planning accounts for 13%. Community Development comprises 8% of all personnel.



Following is a summary of all current full time employees by department and fund.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
General Fund					
Non-Departmental	.59	.7	.7	-	-
Administration	6.	6.	6.	6.	6.
Public Records	4.	4.	4.	4.	3.
Legal Department	3.	3.	3.	3.	3.
Police Department	198.	199.	199.	199.	200.
Fire	135.	135.	135.	135.	135.
Public Services	39.5	39.5	39.5	39.5	39.5
Parks & Leisure Services	64.	64.	64.	64.	64.
Community Development	55.	56.	56.	56.	57.
Finance Department	10.	10.	10.	10.	10.
Human Resources	7.	7.	7.	7.	7.
Comm Relations / Tourism	5.98	5.98	5.98	5.98	6.48
Economic Develop/Planning	6.	6.	6.	6.	6.
Information Technology	15.	16.	16.	16.	16.
Municipal Court	12.	12.	12.	12.	12.
	561.07	564.18	564.18	563.48	564.98
Hotel / Motel Tax Fund					
Non-Departmental	.11	-	-	-	-
Comm Relations / Tourism	5.02	5.02	5.02	5.02	5.52
	5.13	5.02	5.02	5.02	5.52
Grant Fund					
Police Department	2.	2.	2.	2.	1.
Economic Develop/Planning	2.	2.	2.	2.	2.
	4.	4.	4.	4.	3.
CRIME CONT/PREV DISTRICT					
Police Department	-	-	-	10.	26.
Community Development	-	-	-	3.	3.
Information Technology	-	-	-	1.	1.
	-	-	-	14.	30.
FIRE SERVICES DISTRICT					
Fire	-	-	-	-	9.
	-	-	-	-	9.
Juvenile Case Manager					
Municipal Court	1.	1.	1.	1.	1.
	1.	1.	1.	1.	1.
Water & Sewer Fund					
Non-Departmental	.3	.3	.3	-	-
Public Services	78.1	78.1	78.1	78.1	78.1
Community Development	1.	1.	1.	1.	1.
Finance Department	10.	10.	10.	10.	10.
	89.4	89.4	89.4	89.1	89.1
Maint & Replacement Fund					
Public Services	5.4	5.4	5.4	5.4	5.4
	5.4	5.4	5.4	5.4	5.4
4B Sales Tax Fund					
Parks & Leisure Services	14.	17.	17.	17.	17.
	14.	17.	17.	17.	17.
	680.	686.	686.	699.	725.

Overview of Funds

Lewisville's budget is comprised of 25 operating funds and 3 capital improvement funds, each segregated according to Federal, State, or City charter requirements. Funds are divided into three categories: Operating (both major and other), Internal Service and Capital Improvements. There are three new funds added for FY 2012-13. These include the Fire Services, Crime Control, and PEG Programming Funds.

Operating Funds (Major)

General Fund

Utility Fund

G.O. Debt Service Fund

Internal Service Funds

OPEB Liability Trust Fund

Health Insurance Fund

Insurance Risk Fund

Maintenance & Repl Fund

Operating Funds (Other)

Recreation Activity Fund

TIRZ Fund #1

TIRZ Fund #2

4B Sales Tax Fund

Hotel / Tax Fund

Grants Fund

Waters Ridge PID Fund

LEOSE Fund

Court Security Fund

Court Technology Fund

Community Activities Fund

Police Forfeitures Fund (State)

Police Forfeitures Fund (Federal)

Fire & Police Training Fund

Juvenile Case Manager Fund

PEG Programming Fund

Crime Control/Prevention District

Fire Services District

Capital Improvement Funds

General Capital Projects

Utility Capital Projects

Other Capital Projects

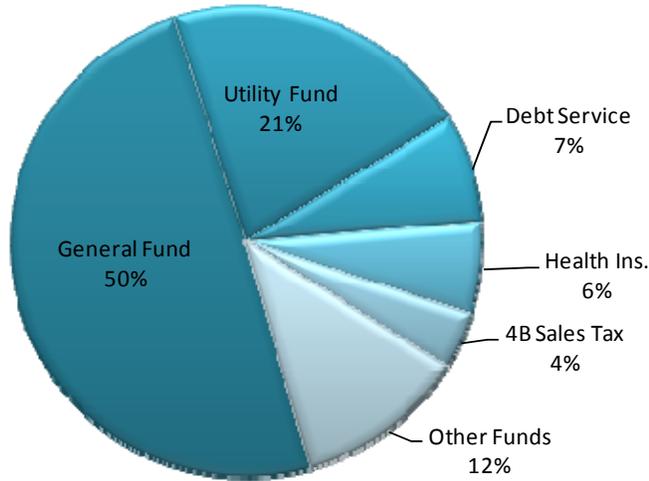
Operating funds originate from direct revenue sources, such as taxes, charges for service, grants or loans, which are used to provide direct service or improvements to the community.

Internal service funds derive revenue from internal charges and provide indirect, or ancillary, services to the community.

Capital improvement funds derive their revenue from bond sales and cash transfers from operating funds. These revenues pay for capital projects such as roadway resurfacing, new

roadway construction, water and sewer line replacement, park improvements, building construction and technology improvements.

As the following chart reflects, the General Fund is where most of the City's resources are allocated at 50%. The second largest fund is the Utility Fund, where 21% of the city's resources are allocated. These two funds will have the most detail in this budget overview. However, each of the 25 funds will be covered in some level of detail on the following pages. The capital improvement funds will be further detailed in the Capital Improvements section of this budget document.



GENERAL FUND

The General Fund is the largest operating fund of the City and provides most of the basic administrative and governmental services to the City. The major revenues that support this fund include property and sales taxes, other taxes, licenses and permit fees, charges for service, recreation fees, fines and forfeitures, and interest and miscellaneous income. These sources support all general government activities, including public safety, administrative services and finance, development services, parks and leisure services, and public infrastructure maintenance.

REVENUES

Current Year Revenues

General Fund revenue is anticipated to be higher than projected by \$1,626,426 or approximately 2.65%. This increase is due to sales tax collections coming in higher than anticipated. Collections from within the city limits are projected to exceed last year's actual receipts by \$1.559M, and approximately \$1.345M more than budgeted. This large difference was due to

conservative sales tax estimates for FY 2010-11 which drove the budget number for FY 2011-12 in accordance with council policy. As you are aware, sales tax collections is the single most volatile source of revenue for the General Fund and significant swings from year to year are not unusual, for a variety of reasons (not all economic).

Other positive accounts Delinquent and Penalty and Interest tax revenue. These sources are now estimated to come in \$248,401 over budget. Historically, these accounts are budgeted conservatively based on trends in prior years. This year, collections have been higher than normal.

All other accounts and revenue categories are anticipated to come in close to budget amounts. Overall, as stated above, General Fund revenue is projected to come in ahead of budget projections by just over \$1.6M.

FY 2012-13 Revenues

Adopted FY 2012-13 base budget revenue is \$63.931 million which is \$2,569,836 (4%) more than last year’s original budget. As mentioned above and reflected in the following chart, the primary driver of the increase is in the sales tax category, which is projected to be up \$1,345,243.

	2009-2010	2010-2011	2011-2012	2011-12	2011-12	2012-2013
	Actual	Actual	Budget	AdjBdg P	Estimate	Adopted
<u>REVENUES</u>						
Property Taxes	21,047,460	20,344,719	20,853,481	20,853,481	20,884,927	21,521,977
Sales Tax	18,605,874	18,677,965	18,892,500	18,892,500	20,237,743	20,237,743
Other Taxes	6,841,307	7,838,823	7,417,099	7,417,099	7,598,251	7,400,070
Licenses & Permits	1,894,107	2,210,219	1,434,026	1,434,026	1,464,474	1,521,159
Charges For Services	5,522,540	5,493,682	5,470,824	5,470,824	5,642,922	5,755,962
Recreation	1,104,199	1,156,783	1,187,011	1,187,011	1,167,383	1,139,760
Fines & Forfeitures	2,946,204	2,752,315	2,814,067	2,814,067	2,817,704	2,922,488
Transfers In / Miscellaneous	3,307,581	3,858,607	3,292,429	3,292,429	3,174,179	3,432,114
Total Revenues	61,269,270	62,333,114	61,361,437	61,361,437	62,987,583	63,931,273

Taxes

As a category, “tax based” revenues for FY 2012-13 have been set at a total of \$49.160M or \$1.997M more than the FY 2011-12 budget. These revenues account for 76.9% of the preliminary budget compared to 77.1% of last year’s preliminary budget.

■ Property Tax

Although tax revenues flow from a variety of sources, property tax historically serves municipalities as the most significant since it is based on assessments to permanent assets. Property taxes are assessed on all real and personal property on January 1 each year. Enacted into law by the 66th Texas Legislature in 1979, the Property Tax Code mandates that all taxable property be appraised at market value.

Property Tax Rate

The FY 2012/13 property tax rate is \$0.44021 per \$100 of assessed value, which is the same as the FY 2011/12 rate. Each year, the City Council sets this rate by ordinance.

Components of the Property Tax Rate:

The property tax rate is comprised of two components: Operations and Maintenance (O&M) and Interest and Sinking (I&S). The O&M rate is developed to provide the level of funding needed to cover existing and new general fund services approved by the City Council. The I&S rate is developed to cover the interest and principal payments needed to service the City's existing debt. The debt service rate is based upon the amount of outstanding debt. For FY 12-13, the City's O&M rate is \$.32289 and the I&S rate is \$.11732 for a total property tax rate of \$.44021.

Property tax revenue is budgeted for FY 2012-13 at an increase from the FY 2011-12 revised budget amount of \$20,884,927. The \$21,521,977 FY 2012-13 budgeted amount is due to a small increase in property values. The property tax rate remains the same at .44021.

Property Values

The total "assessed" value is \$7,859,290,167 (includes \$223,503,596 in property under protest). Total taxable value is \$6,556,852,867 after deducting exemptions (65+, disabled, Freeport, etc.) and 65+/disabled freeze values. Then, values "lost" to the OT TIF (\$73,302,644) and TIF2 (\$12,629,606) are deducted, leaving a total "net" taxable value of \$6,470,920,617.

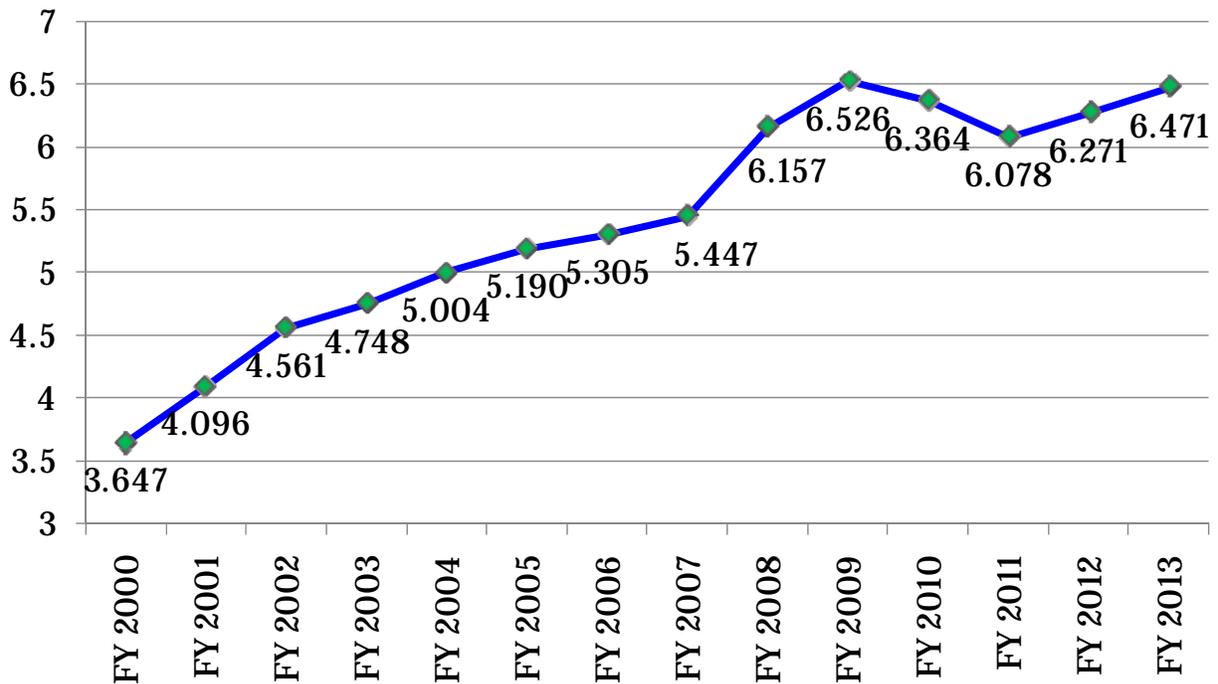
The certified total taxable value last year was \$6,341,898,603, so this year's \$6,556,852,867 represents a 3.39% increase in value. Last year's "net" value (on which we set rates) was \$6.271B, so this year's \$6.471B represents a 3.18% increase. Of the \$6.471B net taxable value, new construction value is \$63,812,507 (\$45,341,906 last year).

In calculating effective and rollback rates, the "net taxable roll" of \$6,470,920,617 is used. However, because this roll does not include any of the value of properties subject to the freeze, our tax levy calculation will need to be adjusted for the taxes that will be received from properties subject to the freeze. This amount has been estimated using information from both of the appraisal districts at a total of \$856,209.

The tax base is comprised of various property types and of interest this year is the change in market value from one type to another. Compared to the certified roll in 2011, the 2012 roll for Single Family property decreased by 2.86% to \$2.721B and represents 34.2% of the total base (average home value decreased to \$153,296 from \$157,518). Multi Family property increased \$148M or 17.9% to \$976M (12.27% of total). This was our single largest increase in any category. Vacant platted lots decreased \$17.3M or 11.0% (1.76% of total) while unplatted acreage value increased \$1.25M or 1.0% (1.59% of total).

Commercial real property now represents 26.96% (\$2.144B) of the roll and increased 4.89% or \$99.9M. Business Personal Property (BPP), which represents 16.13% of the roll (\$1.283B), increased 8.34% or \$98.8M. It is important to note that the BPP category can be more volatile due to shifts in business inventories or relocations.

All of these numbers are prior to various exemptions but they give an idea of the changes in local market value in the past year. Following is chart reflecting the trend in property tax values here in Lewisville.



The total value may change in a given year due to fluctuating levels of new construction, improvements to existing properties and increased/decreased values of property on the real estate market.

From 1991 until 1994, Lewisville experienced a 3.6 percent decrease in property values. This was common among many municipalities as total assessed value declined from depressed property values and reduced construction activity. Conversely, 1994-2002 reflects the economic boom experienced in the North Texas area and Lewisville's prosperity from significant new construction and housing demand. From 2002-2008, appraised values continued to increase, but

at a decelerated rate of 4 – 5% annually. Then the next two years saw values decreasing as a result of the recession. This year’s increase of 3.17% represents a change to the downward trend.

Tax Year	Net Taxable Value	Tax Rate	Budgeted Coll. Rate	Expected to be Coll. within the FY	Adjustments to Levy in Subsequent Years	Adjusted Taxes Levied for the FY	Owed this Year / Collected this Year	Collected in a Year	Total Taxes Collected for this Year	Actual Collection Rate
2000/01	4.095 B	0.45105	97	18,799,829	3,921	18,803,750	18,598,798	191,748	18,790,546	99.93
2001/02	4.561 B	0.4505	97	20,766,871	64,107	20,830,978	20,493,339	287,515	20,780,854	99.76
2002/03	4.748 B	0.4505	98	21,752,602	63,794	21,816,396	21,476,523	282,056	21,758,579	99.73
2003/04	5.004 B	0.4505	98	22,831,246	58,562	22,889,808	22,541,885	276,399	22,818,284	99.69
2004/05	5.190 B	0.4505	98	23,542,373	43,013	23,585,386	23,292,813	233,718	23,526,531	99.75
2005/06	5.305 B	0.45679	98	25,246,156	-25,570	25,220,586	24,949,844	218,912	25,168,756	99.79
2006/07	5.447 B	0.45679	98	26,677,093	16,800	26,693,893	26,470,497	172,207	26,642,704	99.81
2007/08	6.157 B	0.4405	98	28,264,833	-41,248	28,223,585	28,029,846	146,102	28,175,948	99.83
2008/09	6.526 B	0.44021	98	29,966,864	-101,291	29,865,573	29,762,422	31,515	29,793,937	99.76
2009/10	6.364 B	0.44021	99	29,389,678	-111,739	29,277,939	29,115,450	21,619	29,137,069	99.52
2010/11	6.078 B	0.44021	100	28,228,960	-2,274	28,226,686	28,084,210	82,599	28,166,809	99.49
2011/12	6.271 B	0.44021	100	28,985,441	TBD	28,985,441	28,775,359	TBD	28,775,359	99.28

Property Values, Rates and Collection History

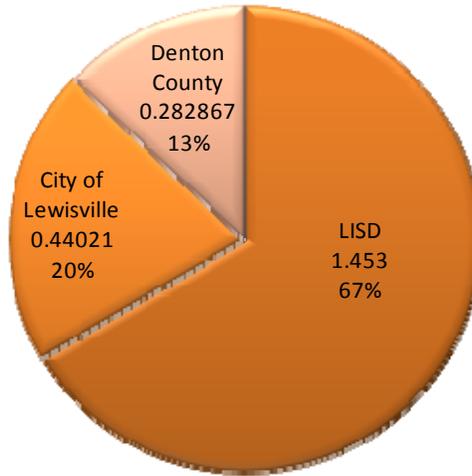
To gain further historical insight, the following table illustrates two key points. First, columns 1-3 show the year, total assessed value, and tax rate established by the City Council. Note that as values increased, the tax rate has gone down or, at the very least, remained steady. This relationship will typically be true when the City Council is able to use increased value to lower tax rates while maintaining a consistent revenue source.

The next two sections, columns 5-7 and 8-10 respectively, show the amount of property tax revenue we expect to receive versus what we actually received. Finally, the actual collection rate, column 11, shows the percent of total taxes expected to be collected that have been collected to date for each fiscal year.

Impact to the Average Homeowner

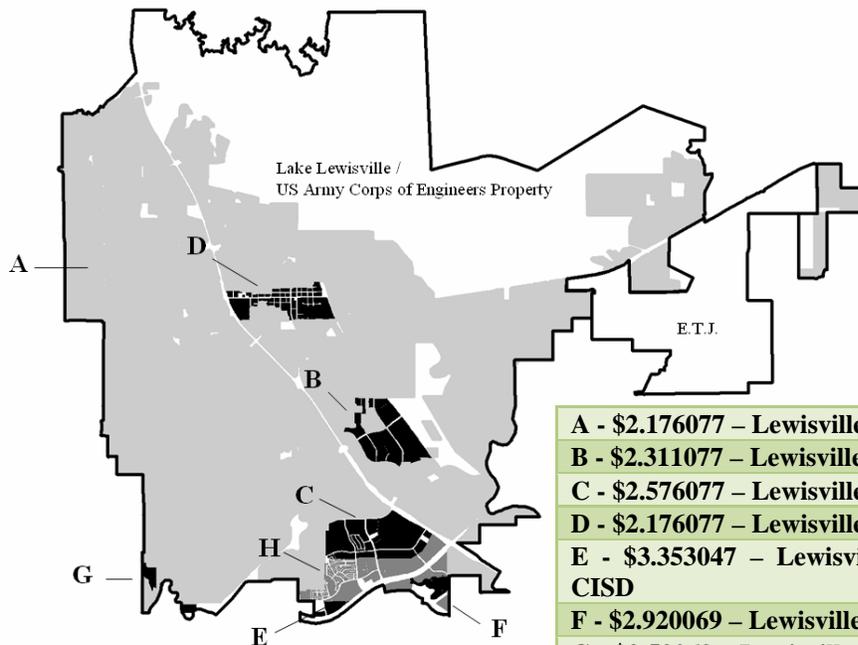
During the past year, the average home value decreased from \$157,518 to \$153,296 (-2.6%). The owner of a property worth the annual ‘average’ amount will see their City of Lewisville property tax bill decrease from \$693.41 to \$674.82 (-18.59%).

Other Entities that Levy a Property Tax in Lewisville: Most property owners in Lewisville have responsibility to three entities: the City of Lewisville, Denton County, and the Lewisville Independent School District. All three bodies work independently from one another and are led by separate elected officials under very distinct demands. Therefore, property owner tax bills will vary from year to year.



Total Property Tax Rate: \$2.176077

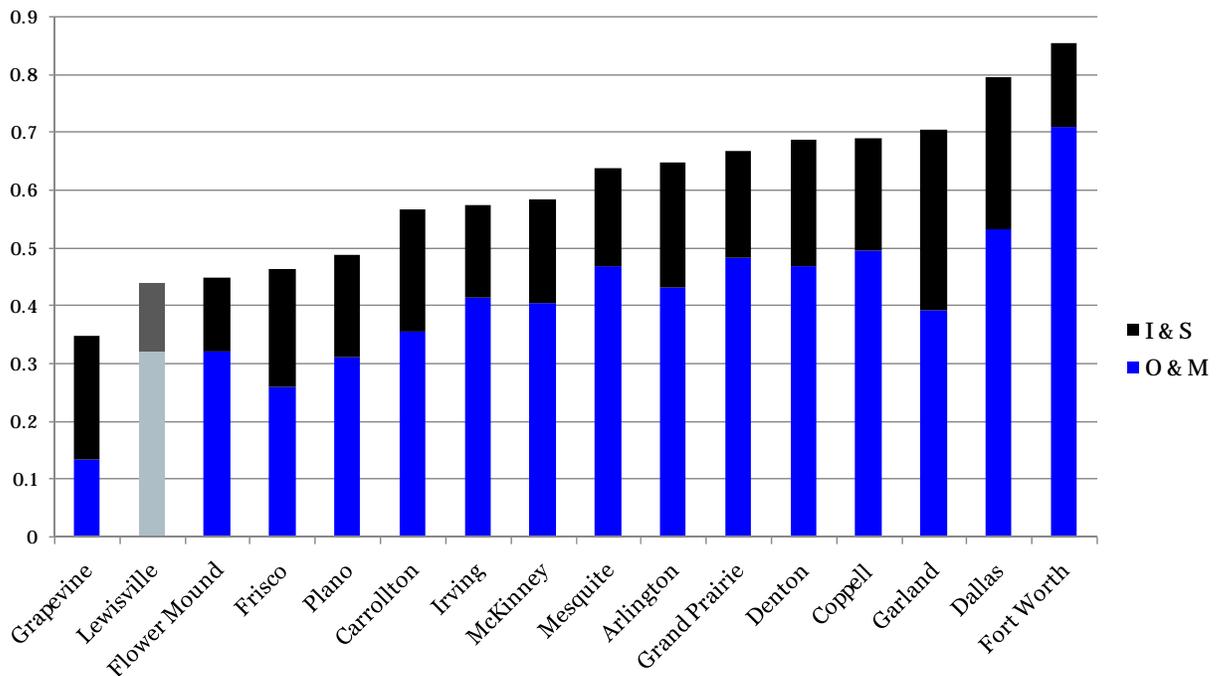
Based on the location of their property, a small number of property owners also have responsibility to some of the following entities:



A	-\$2.176077 – Lewisville, Denton County, LISD
B	-\$2.311077 – Lewisville, Denton County, LISD, PID
C	-\$2.576077 – Lewisville, Denton County, LISD, RUD
D	-\$2.176077 – Lewisville, Denton County, LISD, TIF
E	-\$3.353047 – Lewisville, Dallas County, LID, RUD, CISD
F	-\$2.920069 – Lewisville, Dallas County, RUD, CISD
G	-\$2.52069 – Lewisville, Dallas County, CISD
H	-\$2.731077 – Lewisville, Denton County, LISD, LID, RUD

Survey City Tax Rate Comparison:

By comparing city taxes only, Lewisville ranks favorably among surrounding municipalities. As indicated below, Lewisville ranks second in lowest tax rates among its survey cities. Generally, cities ranking lower on the chart benefit most from rising values and new development and are able to accommodate growth in existing and new services without raising rates. Cities with low debt rates are generally not involved in significant new construction of public facilities or infrastructure and are able to contribute more operating revenues each year to capital projects to avoid incurring debt. In Lewisville’s case, the debt rates have been able to be reduced by the growth in taxable assessed value.



■ **Sales Tax**

Sales tax, or consumption tax, is assessed by the State and City and can also be assessed by other governmental entities. Sales tax is levied on the sale of goods and services. Businesses that sell sales taxable goods and services charge the sales tax to the customer then submit the tax to the State Comptroller’s Office. The Comptroller’s Office then issues a check to the city during the first half of each month, less 2 percent retained by the State for their administrative costs.

Sales tax revenue for FY 2012-13 is projected at \$20.237 million or \$1.345M more than the FY 2011-12 budget of \$18.892M. This estimate represents an upward trend in sales tax which, if continued, will result in the highest collection amount ever experienced by the City. Sales tax revenue has been especially volatile the past three years. However, the trend this fiscal year has all been positive.

Pursuant to Council policy, the sales tax projected for FY 2012-13 should be no more than the estimate for the current year; therefore, the current year's estimate of \$20.237 million was used as a base number for FY 2012-13. For FY 2012-13, we are assuming \$82,528 in sales tax revenue related to the Castle Hills Strategic Partnership Agreement (SPA) Council approved in July of 2009. Revenue received so far in FY 2011-12 is \$51,310 (two quarterly payments have been received). As you will recall, revenue received from Castle Hills is first applied to the Fire and EMS contract and then to the Police agreement before any excess revenue is split 50/50 with the Water District.

Local sales tax rates cannot exceed 2%. The following is the breakdown of the total 8% sales tax charged on applicable goods and services sold within Lewisville's geographical boundaries:

The current sales tax rate paid by consumers within the corporate limits of the City of Lewisville is 8.25 percent. The State of Texas levies 6.25 percent, the City levies 1.00 percent for general revenue (general fund operations), the Denton County Transportation Authority levies ½ cent for regional transit and the City levies an additional ¼ percent for parks and library construction (4B sales tax). For FY 2012-13, both a Crime Control and a Fire Services District sales tax were approved for the City of Lewisville. Because the sales tax is based on consumer spending, inflation, and the general economy, it is the most difficult to forecast.

Entity	Rate
City of Lewisville (General Fund)	1.00%
Crime Control	0.125%
Fire Services	0.125%
City of Lewisville (4B Fund)	0.25%
Denton Co. Trans. Authority	0.50%
State of Texas	6.25%
Total	8.25%

Management policy has been to weigh the contribution of sales tax within the context of total revenue and to avoid overextending City resources by informally directing surplus sales tax collections to support one-time expenditures, such as capital projects and new vehicle and equipment purchases. This policy limits the portion of the budget funded by the sales tax to roughly 33% and will continue limiting overall dependence on the sales tax for operating purposes. For FY 2012-13, budgeted sales tax revenue equates to approximately 32% of all budgeted general fund revenue.

■ **Other Taxes**

All other tax revenue sources are projected at \$7,400,070 compared to the \$7,417,099 budgeted in FY 2011-12 (\$17,029 decrease). Several lines of revenue in this category are noteworthy including increases in Delinquent taxes and Penalty and Interest. These sources are now estimated to come in \$248,401 over budget. Historically, these accounts are budgeted conservatively based on trends in prior years. This year, collections have been higher than normal.

Mixed Drink revenue is estimated at a decrease of \$71,608 to \$361,074 from last year's budget of \$432,682. This is due to a change in state law affecting the amount of mixed drink tax that cities are able to retain. More revenue is now allocated to the State. In addition, Cable franchise payments from Time Warner are expected to decrease to \$364,633 from \$516,271 budgeted in 2011-12.

All other revenue sources in this category are performing within reasonable budget variances during the fiscal year and are anticipated to remain stable in the upcoming fiscal year.

Licenses and Permits

This category is comprised mainly of building and development related permitting and is now forecast at \$1.521M for the 2012-13 budget year compared to the \$1.434 million for FY 2011-12. This is an increase of \$87K from FY 2011-12 (6.2%). The major revenue accounts in this category are listed below.

	2009-2010	2010-2011	2011-2012	2011-2012	2011-12	2012-2013
	Actual	Actual	Budget	AdjBdg P	Estimate	Adopted
101-0000-321.10-00 LICENSES	62,548	46,460	35,258	35,258	35,258	35,258
101-0000-322.01-00 BUILDING	243,175	441,027	212,886	212,886	212,886	235,978
101-0000-322.02-00 ELECTRIC	41,907	16,049	11,000	11,000	11,000	11,000
101-0000-322.03-00 SIGN	27,371	20,634	26,257	26,257	13,929	13,929
101-0000-322.04-00 GARAGE SALES	3,510	3,600	3,500	3,500	3,500	3,500
101-0000-322.05-00 ALARM	365,127	368,930	367,000	367,000	347,887	357,000
101-0000-322.06-00 PLUMBING	46,726	29,594	24,489	24,489	24,489	24,489
101-0000-322.07-00 MECHANICAL	56,298	19,282	10,000	10,000	23,040	23,040
101-0000-322.08-00 FENCE	10,256	27,795	13,813	13,813	17,514	17,514
101-0000-322.09-00 ZONING/SUB	36,343	31,103	26,000	26,000	38,994	35,480
101-0000-322.10-00 FOOD HANDLERS	61,915	61,550	64,310	64,310	64,310	63,098
101-0000-322.12-00 FIRE PREVENTION PERMITS	33,466	48,112	37,197	37,197	25,283	25,283
101-0000-322.13-00 NATURAL GAS WELL	280,000	70,000	-	-	10,000	10,000
101-0000-322.14-00 GAS WELL INSPECTIONS	-	-	20,475	20,475	5,850	5,850
101-0000-323.01-00 PLAN CHECK	110,435	194,319	106,443	106,443	106,443	117,989
101-0000-323.02-00 ENGINEERING INSP FEES	52,176	100,309	45,200	45,200	60,392	61,075
101-0000-323.03-00 FIRE OCCUPANCY INSPECTION	166,185	176,438	140,374	140,374	158,842	192,155
101-0000-323.04-00 AFTER HOURS INSPECTIONS	8,505	5,715	5,000	5,000	5,000	6,406

101-0000-323.07-00 ABND VEHICLE TOW/AUCTION	14,650	21,273	20,500	20,500	11,228	11,228
101-0000-323.11-00 MULTI-FAMILY INSPECTIONS	143,275	122,425	123,020	123,020	123,050	129,583
101-0000-323.12-00 HEALTH SERVICE FEES	128,830	131,073	141,304	141,304	141,304	141,304
101-0000-323.14-00 GAS WELL ROAD REPAIR	-	274,531	-	-	24,275	-

■ **Building and Related Permits**

An increase of \$36,132, from the original FY 2011-12 budget, is estimated for FY 2012-13 in building, electric, mechanical, and plumbing permit revenue. Although a slowdown in construction activity has occurred over the past few years, staff's review of projects "in the pipeline" and renovation projects are increasing, as seen so far this fiscal year. For the current FY 2011-12 revised estimate, these sources of revenue amount to \$271,415.

■ **Fire Occupancy Inspection Fees**

An increase of \$51,781 from the original FY 2011-12 budget, is estimated for FY 2012-13 in Fire Occupancy Inspection Fees. Twenty-five thousand of the increase is due to adding another Fire Inspector position in the CY 2012-13 budget.

■ **Alarm Permits**

Alarm permits are anticipated to perform at generally the same level as FY 2011-12 and are budgeted at \$357,000 for FY 2012-13.

■ **Plan Check and Engineering Inspection Fees**

Plan Check fees are projected at an increase of \$27,421 for FY 2012-13, again due to the planned construction activity and anticipated zoning/planning cases. For FY 2011-12, this revenue source is estimated at \$168,835, an increase of \$17,192.

Since FY 2006-07, this entire category has dipped from \$2.393M to a projected \$1.496M (-\$897K/-38%) – which is well over a cent on the property tax rate. The proposed budget is based on various development projects anticipated to occur in FY 2012-13 including commercial projects such as Chicken Express, Lakeridge/Leora Apartments, Majestic Airport Addition Phase 4, Lakeside/FM 3040 Apartments and Retail, Lewisville Medical Center expansion, Denton County Building – Civic Center, Denton County Church of Christ, Floor Center, Mira Vista Office buildings, and GHCS Phase II. Residential projects include Kings Grant, Lakeridge Townhomes, Chase Oaks, Manors at Vista Ridge Townhomes, Uptown Village Townhomes, Fireside Custom Homes, Wentworth, Carrington Village, and Rockbrook Place/Ashton Woods.

Charges for Services

This category is a large diverse one including garbage fees, host fees, contract revenues, items for sale, etc. and is projected for FY 2012-13 at \$5.755M compared to the FY 2011-12 budget of \$5.470M (5.5% increase).

■ **Landfill Host Fees**

A portion of the increase in this category is related to payments from landfill host fees. This source of revenue is estimated for FY 2012-13 at \$1,739,481 (up \$157,403 from the 2011-12 budget). The host fees are somewhat dependent on construction/economic activity (Allied, in particular) and are another reflection of an small upturn in the economy.

■ **Ambulance Fees**

In the current year, ambulance revenue is projected to come in over budget by \$58,277, producing \$1,664,767. This amount is carried over for FY 2012-13. Only minor increases are anticipated in this source of revenue due to our collection efforts reaching a cap at which staffing efficiencies and collection of past due accounts no longer result in significant increases in revenue from year to year.

■ **Castle Hills**

The Castle Hills police and fire contracts are in the process of being updated. The revenue has been budgeted equal to the current 2011-12 estimates for yearend of \$365,047. A Strategic Partnership Agreement with Castle Hills was approved in July 2009, which provides the source of funding for these charges as well as additional sales tax revenue from Castle Hills (see earlier discussion).

■ **Arts and Events Center**

\$50,000 is included in the FY 2012-13 revenue projection for Arts and Events Center facility rentals. Additional rental revenue beyond this amount is budgeted in the Community Activities fund to offset expenditures in that fund for the Arts and Events Center.

■ **ROW Usage - Gas Wells**

This year \$80,000 is included in the FY 2012-13 revenue projection for gas well related ROW usage (an increase of \$10,000). To be conservative, the revenue estimate is based solely on known ROW use currently in effect.

Recreation Fees

Recreation fees were budgeted at \$1,187,011 for FY 2011-12. For FY 2012-13, staff has estimated all lines close to the FY 2011-12 budget estimates, with the exception of recreation participation fees and park entrance fees, which are decreased \$24,813 and \$17,784 respectively to better reflect actual experience this fiscal year. Overall, the category is budgeted for FY 2012-13 at a decrease of 3.9%/\$47,251 from FY 2011-12.

Fines and Forfeitures

This category consists primarily of Court Fines and Warrant Fees, although Library Fines are also included. The FY 2011-12 budget was \$2,814,067 and is forecast to end the year at \$2,817,704, virtually flat. For FY 2012-13, this category is increased to \$2,922,488 primarily due to adding revenue related to a new warrant officer position (\$77,002).

The two large lines in this category are Court Fines (FY 2011-12 re-estimate of \$1,519,463 compared to the \$1,484,199 budgeted) and Warrant Fees (FY 2011-12 re-estimate of \$929,234 compared to the \$924,279 budgeted). For FY 2012-13 the whole category has been budgeted at \$2.922M compared to the current year \$2.817M re-estimate (3.7% increase).

Court fines and warrant revenue tend to be subject to the ebbs and flows of the enforcement effort at PD, as well as successful collection efforts. For FY 2012-13, the addition of a warrant officer position will address increases in workload including increases in cases filed in Municipal Court going to warrant, an increase in the number of days the Court meets, and a longer Court docket (warrant officers serve as bailiff for the court when it is in session). This should allow additional collection efforts which will hopefully result in an increase in warrant revenue of \$77,002.

Court fines and warrant fees account for 87.3% of all revenue in this category. We continue to be very dependent on traffic fines which generate the equivalent of 4 cents of property tax, although this is not that unusual for cities our size. This is one of the reasons that programs such as the "Scofflaw" statute can be critical to the finances of the City and the taxpayer by protecting both from undesirable tax hikes or service cuts. Currently uncollected fine and warrant revenue stands at an estimated face value of \$2.506M.

Miscellaneous Revenues

This category includes general fund interest, the "general and administrative" charge to the Utility Fund, transfers from the CIP, 4B, Court Technology, Court Security, Crime Control and Fire Services funds for general fund based services, payments for radio and school resource officer contracts with outside entities, and sources that fit no other category.

The FY 2011-12 budget for the whole category was \$3.292M. The FY 2012-13 projection is \$3.432M (\$139,685, 4% increase). Minor increases can be seen in Indirect Cost Reimbursement payments from the Utility Fund, Credit Card rebate payments, interest and School Resource Officer payments received from LISD.

General Fund Fee Modifications

For FY 2012-13, the entire fee schedule was reviewed as part of the budget preparation process. Only one fee is requested for modification in FY 2012-13 in the General Fund:

Lender/Realtor Certification Fee – A \$20 fee is being proposed for lenders and realtors participating in the homebuyer certification workshop. Fees will be used to support homebuyer education classes. This fee is not projected to significantly impact revenue.

General Fund Revenue Summary

As always, many of the estimates for FY 2012-13 are highly dependent on the overall national economy as well as local economic activity in Lewisville. This is particularly true of the sales

tax and development fees. The City also has other “dependencies,” chiefly, the host fees and traffic fine revenue that create some long-term uncertainty. These revenue sources account for \$4.292M (6%) of FY 2012-13 revenue and are equivalent to more than 6 cents of property tax rate. One of these (host fees) is, in fact, a known temporary source of revenue and will someday go to zero (when the landfill reaches maximum capacity), forcing cutbacks or additional revenue generation. The DFW Landfill has approximately 10 years before reaching capacity and Allied is very difficult to project because of its dependency on construction activity. While closures may seem very distant, it is not too early to begin building incremental adjustments for the day when these sources dry up. These adjustments could take the form of small tax rate increases, service level or cost structure reductions, new revenue sources that can be applied to current costs (e.g. sales tax options) etc. The key would be to avoid using these resources as sources for ongoing services that cannot be easily eliminated in the future.

Projected Revenues for Future Years

Revenues for future years are projected and based on the City’s financial policies and directives (see ‘Processes and Policies’ section) of budgeting on three main sources, property tax, sales tax and all other revenues and maintaining a 1/3 split of each of those revenue sources. The goal of this policy is to ensure that the City does not become dependent on volatile revenue sources such as sales tax, landfill host fees, court revenues or even property taxes. Several years ago, sales tax dominated this picture at 42%. We successfully reversed this over reliance on sales tax and in the adopted budget our splits are: property tax 34%, sales tax 32%, and “other” 36%. The “Other” category of revenue has been increasing each year since FY 1999-00 when it was 31%. The slowdown in sales tax in 1999-2004, and in FY 2009-10 has a lot to do with these changes but, ultimately, the fact is that much of our revenue structure may be increasingly volatile (i.e. non-property tax based) in the future. As always, the supporting detail sheets in the revenue section contain more specific information on all revenue sources.

Expenditures

Current Year Expenditures

Overall, expenditures are expected to be approximately \$9,991 less than budget, and \$82,227 less than the adjusted budget (which includes prior year purchase order carry overs).

In the fund summary, you will notice an increase in the estimate for the Non-Departmental line item of \$175,000. This increase is due to moving savings realized in other departments (due primarily to salary savings) to fund a transfer to the Health Fund.

FY 2012-13 Expenditures

The adopted budget for the FY 2012-13 General Fund totals \$62,709,223 compared to \$61,361,437 in FY 2011-12. This is an increase of \$1.348M. Following are proposed budgets by department.

	2009-2010	2010-2011	2011-2012	2011-2012	2011-12	2012-2013
	Actual	Actual	Budget	AdjBdg P	Estimate	Adopted
Non-Departmental	679,758	659,636	762,661	769,575	944,575	1,041,564
Mayor & Council	53,024	53,593	66,850	66,850	66,850	66,850
Administration	978,924	996,942	986,623	986,623	986,623	1,000,311
Public Records	345,939	357,062	385,531	385,531	384,715	307,926
Legal	590,966	583,476	541,273	541,273	536,701	559,965
Police Department	18,295,801	18,617,316	19,461,598	19,489,931	19,489,931	20,065,891
Fire Department	14,809,497	15,048,869	15,790,551	15,790,551	15,790,551	16,381,725
Public Services	6,716,469	5,841,704	6,216,464	6,220,997	6,220,997	7,018,283
Parks & Leisure Services	5,798,716	5,904,496	6,058,977	6,060,166	5,970,078	6,154,664
Community Development	4,648,834	4,475,934	4,890,148	4,891,946	4,825,041	5,061,480
Finance	1,211,779	1,258,681	1,273,910	1,275,703	1,261,152	1,306,469
Human Resources	710,231	681,626	710,810	710,810	694,831	717,197
Community Relations/Tourism	499,842	595,805	673,237	673,237	628,133	735,118
Economic Dev. & Planning	601,254	588,696	632,958	643,958	633,745	632,890
Information Technology	1,851,130	1,927,477	2,021,377	2,031,579	2,030,947	1,991,376
Municipal Court	815,772	829,640	888,469	894,943	886,576	889,564
Total Expenditures	58,607,936	58,420,954	61,361,437	61,433,673	61,351,446	63,931,273

Last year, transfers out and additional one-time expenditures from reserves brought the total appropriation to \$63.346M. For FY 2012-13 recommended transfers/one-time expenditures from reserves amount to \$3.460M, bringing total appropriations to \$67,391,494. This large increase is primarily due to funding transfers to the capital improvement program for increased asphalt street rehabilitation (\$330,000), increased screening wall maintenance (\$200,000), increased sidewalk maintenance (\$400,000), curb and gutter renovations for Walters, Hatcher, and Herod streets (\$200,000), a fiber expansion technology project (\$237,090), Finance software upgrade (\$329,500), Community Development software upgrade (\$283,325), PC/printer/phone replacements (\$112,000), Arts Center lines/hoists (\$160,000) and Fire Station ADA improvements for accessibility (\$43,500). Details on these and the numerous other, smaller transfers out will be discussed below.

Increasing Operating or CIP Driven Costs in Base Budget

The largest increase in operating costs is seen in health insurance. Health insurance increased \$564,993 (13%) in the General Fund due to increasing the internal payment rate (the per employee rate charged to the departments to fund the employer share of the claims and administrative cost) from \$7590 to \$8710 per employee based on claims trends.

TMRS costs increased \$131,439 in the General Fund as a result of using a blended TMRS rate of 17.61% and due to a recommended and funded 1% compensation plan adjustment. As discussed in previous budgets and retreats, a change in the actuarial methodology adopted by the TMRS

Board several years ago increased all TMRS cities' rates substantially. The Council decided three years ago to phase-in the impact over an eight year period. Each year since 2009, the City has only budgeted the phase in rate for that year. For 2013, the total TMRS rate based on our current plan of benefits is projected to be 19.14%. The corresponding "phase-in" rate is 18.21%. In an effort to reduce costs, staff recommends that the City reduce the current Updated Service Credit benefit from 100% to 75%. This change will have no impact on any credit earned by current employees to-date and will only affect those employees in the future who earn an updated service credit. This change reduces the total TMRS rate to 17.55%, which is 1.59% lower than our current total rate and .66% lower than the 2013 phase in rate. This change should stabilize the cost of the TMRS benefit near the current level of funding and avoid future "phase-in" impacts.

The base budget includes compensation plan adjustments as follows – 3% market for Police/Fire plans, 3% merit for General Government Plans and average 4% step increases for eligible Police/Fire employees.

Streets/Signal/Drainage Capital Improvement Program

The Annual PAYGO Streets/Signal/Drainage capital improvement program for FY 2012-13 has been budgeted within the operating fund (Public Services) at \$2,539,606 (as compared to \$1.653M in last year's operating budget). This restores regular line item funding for the program to pre FY 09-10 levels (we have tapped reserves in varying amounts since then to supplement the cuts made from recurring expenditures). The program components are \$940,000 for concrete street rehab, \$332,300 for asphalt maintenance, \$380,700 for sidewalk maintenance, \$316,606 for screening wall maintenance, \$400,000 for neighborhood rehab, and \$170,000 for alley rehab.

As discussed above, an additional \$1,130,000 has been allocated from General Fund reserves (\$400,000 for increased sidewalk maintenance, \$330,000 for increased asphalt maintenance, \$200,000 in additional screening wall maintenance, and \$200,000 for specific curb and gutter improvements at Walters, Herod, and Hatcher) to address various project backlogs.

There are no allocations for traffic improvements in this year's budget. The CIP program for traffic improvements has a current balance of \$833,996 which can be used before additional appropriations will be required.

Organizational Changes

Following are the changes to staffing levels/structures occurring in FY 2012-13. For all funds, there were 686 positions funded in the original 2011-12 budget. During the 2011-12 fiscal year, 14 positions related to the newly created Crime Control District were added (10 Police Officers, 2 Code Inspectors, 1 Building Inspector, and 1 System Support Specialist) and one position was eliminated (Capital Projects Manager) making the city-wide position count 699. There are 725 total positions in the base FY 2012-13 budget. Sixteen positions are being added to the Crime Control District (5 Detention Officers, 1 Detention Supervisor, 1 Narcotics Officer, 6 Dispatchers, 2 Street Crime Officers, and 1 Sergeant for the Street Crime Unit). In the newly created Fire Services District, nine Paramedic/Firefighter positions are being added. In the

Grants Fund a Police Officer position related to the Victim's Assistance Grant was eliminated due to not receiving the grant for FY 2012-13. Following are the changes to the General Fund.

- **Police Department** – As discussed previously in the revenue section, an additional Warrant Officer is being added to the Police Department to address workload issues. An offsetting revenue in the same amount (\$77,002) is being added to ongoing revenue.
- **Community Development** – An engineering technician position was eliminated, a Fire Inspector position was added, and a Secretary for Health/Code Enforcement was added.
- **City Secretary** – The Deputy City Secretary position was eliminated.
- **Non-Departmental** – The Capital Projects Manager was eliminated (70% was in the General Fund, 30% in the Utility Fund).
- **Community Relations** – An Event Planner position was budgeted for FY 2012-13. Half of the position is budgeted in the General Fund. The other half is located in the Hotel Motel Fund),

Funded new program changes

As noted in the Street/Signal/Drainage discussion, \$887,000 in transfers to CIP which were previously funded out of reserves were funded in the operating budget this year. As were the new positions previously discussed. In addition, recommended and funded program changes in the FY 2012-13 Adopted budget include:

1. **\$1,112,893** to fund compensation plan adjustments (as detailed previously).
2. **\$267,480** to fund water fountain repairs in front of City Hall.
3. **\$150,000** for small claims or obligations previously budgeted in the Risk Fund. The Risk Fund has had a budgeted account for various uninsured small claims or obligations such as employee leave liabilities. These occasional expenses are better accounted for in the General Fund where most originate, so the Risk Fund line has been eliminated and replaced with a line in Non-Departmental.
4. **\$42,125** to fund annual holiday lighting.
5. **\$40,625** to fund a City-wide training package.
6. **\$36,500** to fund a fireworks show for July 4th.
7. **\$30,731** to more appropriately fund overtime expense in the Fire department.
8. **\$21,048** to fund ongoing costs related to technology improvements funded out of reserves including \$3,513 for fiber expansion, \$13,935 for Community Development software, and \$3,600 for Finance software.
9. **\$17,695** to fund a part time position in the Finance department.
10. **\$14,772** to fund part time temporary salaries in the City Secretary's office related to scanning permanent documents into department laserfiche depositories. This funding will allow for this process to continue even with the reduction of one full time staff member for the proposed fiscal year.
11. **\$8,400** to fund the annual lease payment for PetPoint Animal Shelter Management software.

12. **\$5,731** to fund modifications to the Prosecutor pay structure in the Legal department. This will convert the current system of three part-time prosecutors working various schedules to a single part-time position working four days a week, which should produce better continuity.

Social Service Agency Funding

Pursuant to Council discussions and several years of history, the base budget includes allocations for social service contracts. The following is a summary of the current and proposed General Fund allocations:

	<u>FY 2011-12</u>	<u>FY 2012-13</u>	<u>Change</u>
PediPlace	\$51,975	\$52,000	\$ 25
Camp Summit	\$ 1,900	\$ 1,900	\$ 0
New Hope Learning Center	\$ 4,725	\$ 4,000	\$ -725
Communities In Schools	\$30,250	\$30,500	\$ 250
RSVP	\$ 8,050	\$ 8,000	\$ -50
Denton Co. Friends of the Family	\$14,050	\$13,100	\$ -950
Denton Co. Children's Advocacy Center	\$ 9,500	\$ 9,500	\$ 0
OPM	\$ 6,400	\$ 6,000	\$ -400
Salvation Army	\$ 2,350	\$ 5,000	\$ 2,650
Youth and Family	<u>\$40,800</u>	<u>\$40,000</u>	<u>\$ -800</u>
	\$170,000	\$170,000	\$ 0

Fund Balance

At the time of the preliminary 2011-12 budget, the estimated ending fund balance for FY 2010-11 (which was the amount budgeted as the FY 2011-12 beginning fund balance) was projected at \$26,957,682. However, the FY 2010-11 ending fund balance has now been finalized at \$29,320,039. This difference was due to \$1.621M in additional revenue, primarily \$747K as a result of transfers from the Lewisville Local Government Corporation and \$442K in licenses and permits related to natural gas well revenue, and plan check fee revenue coming in higher than originally estimated. In addition, in FY 2010-11, expenditures came in lower than forecast by \$864K in expenditures coming in lower than forecast, primarily due to salary savings. These additions to reserves allowed the substantial allocation to street maintenance referenced earlier.

At this point in time, the projected FY 2011-12 ending fund balance is estimated to be \$28,853,411, an increase of \$3.88M/15.5% from budgeted projections last year. This ending fund balance estimate is higher due to the now final FY 2010-11 ending balance referenced above. In addition, the revised FY 2010-11 "current balance" is \$1,636,137 due primarily to the sales tax projections. On the expenditure side, the budget is still estimated to come in close to original budget estimates.

The starting point for FY 2012-13 is the projected ending 2011-12 balance of \$28,853,411. From this point, operating revenues are added, expenses subtracted and after reducing for the required 15% reserve (\$9,589,691), unencumbered reserves at year-end 2012-13 would be

\$15,803,499. However, various appropriations from this balance as one-time or time limited expenditures are recommended.

One-Time Expenditures & CIP Program Funding from Reserves

Various transfers out of reserves for one-time requests have been budgeted including the \$1.130M discussed previously for Streets/Drainage CIP projects. A detailed listing of the \$2,135,415 in transfers out includes the following:

- **\$400,000** to transfer funding to the Capital Improvement Program for additional sidewalk maintenance.
- **\$330,000** to transfer funding to the Capital Improvement Program for additional asphalt maintenance.
- **\$329,500** to fund fiber expansion to fire station 2, station 5, and station 7.
- **\$283,325** to fund an upgraded Financial and Human Resource software application.
- **\$237,090** to fund an upgraded Community Development software application.
- **\$200,000** to transfer funding to the Capital Improvement Program for additional screening wall maintenance.
- **\$200,000** to transfer funding to the Capital Improvement Program for curb and gutter improvements on Walters, Herod, and Hatcher streets.
- **\$112,000** to fund various personal computer/phone/printer replacements.
- **\$43,500** to fund improvements to Fire Station accessibility for ADA compliance – ramps, parking spaces, etc.

In addition to the transfers out, \$1,324,806 in direct one-time expenditures are funded from the General Fund reserve for FY 2012-13:

- **\$384,990** to fund economic development agreements for the following: Huffines Plaza (\$16,990), Blue Lynx Media (\$6,000), Medfusion (\$88,000), Sysco (\$167,000), IPeople (\$3,000), and Uptown Village (\$104,000).
- **\$350,000** for legal expenses for a potential landfill permit intervention before the TCEQ.
- **\$160,000** to complete the originally planned complement of 30 line sets and hoist motors for the stage of the MCL Performance Hall. There are insufficient free line sets to allow for flexibility in location for hanging of stage drops, special effects equipment, scenic units and lighting.
- **\$93,518** to purchase a personnel lift for facilities maintenance. City Hall has ceiling heights of 58' and lighting that is 40' above floor level; the Council Chambers has lighting that is not accessible using our 30' vertical lift; the new arts center has ceiling heights of 48'; and the library 40'. Rental units have been expensive and frequently unavailable when needed.
- **\$58,000** to purchase two digital message boards to advertise activities, classes, and events. These will replace the traffic message boards being used at Memorial Park and the Annex.
- **\$56,829** to purchase three sand spreader replacements (\$18,943 each) that are currently 22 years old and are unreliable and require increasingly more service.

- **\$50,000** to provide funding for the upkeep and restoration of City facilities: carpet replacement, wall repair and painting, roofing issues; mortar is separating and needs to be replaced or caulked; lighting upgrades; mechanical systems maintenance.
- **\$28,979** to fund onetime expenses related to the Fire Inspector, Event Planner, and part time position in Finance.
- **\$22,059** to replace 27 sets of body armor for the police department.
- **\$20,269** to provide funding for power tool replacements in the Fire department:

5 rotary saws	\$ 6,400
5 diamond blades	\$ 805
4 cutters edge chain saws	\$ 7,164
8 additional chains for cutters edge saws	\$ 2,080
12 wood chains for cutters edge saws	\$ 350
2 electric exhaust fans	\$ 3,470
- **\$20,000** to fund a general management training package.
- **\$13,764** to replace four end of life network switches.
- **\$10,770** to fund a solar powered street light pilot program. The funding will provide two solar powered street lights which will be evaluated as a future alternative for off-grid lighting.
- **\$10,010** to fund hose replacement in the Fire department.
- **\$10,000** to fund parking lot re-striping at PALS facilities.
- **\$9,658** to fund onetime costs associated with the new Warrant Officer position.
- **\$7,900** to fund an FCC mandated upgrade to existing Emergency Warning Sirens to be complete by January 1, 2013.
- **\$7,160** to replace rescue airbags in the Fire Department that are currently past the recommended service life.
- **\$5,400** to fund an upgrade to the alarm billing software.
- **\$5,000** to fund two tablet personal computers for Health and Code. One will be utilized by the Chief Sanitarian to perform inspections in the field. The second is a replacement for a Sanitarian.
- **\$500** to fund onetime costs associated with the animal shelter management software lease.

The economic development obligations are dependent on recipients meeting the terms of the agreements and are often related to a benefit or revenue the City receives in one fiscal year but does not pay until the next fiscal year. Therefore an expenditure out of reserves is appropriate when needed.

Total transfers out/one-time expenditures out of General Fund reserves for FY 2012-13 are \$3,460,221, which will reduce undesignated reserves to \$15,803,499. At least \$3M of that amount as an additional operating reserve contingency, given the economic climate. The required reserve is 15%, which is more than sufficient in good times, but many cities use 20% of operating expenditures or more. Beyond this there are various other projects that should be kept in mind for future allocations:

■ **Technology**

There are several major costs on the horizon including future network expansion and upgrades, fiber expansion, pc replacements, telephone system enhancements, and various system upgrades. All together, a minimum of \$2.5M in technology capital costs from reserves over the next four years should be assumed. This does not include replacement of the public safety radio system, which will need to happen sometime in the next 5 – 10 years at an estimated cost of \$3-4M. This project could be Crime Control District funded as well, but a source has not yet been determined.

■ **Economic Development Projects**

Land banking and other grant programs need matches or supplemental funds if used; independent expenditures by the City for major incentive packages would need to be funded through reserves.

■ **Plaza/Parking**

While funding in the form of the COG grant is a primary source for the Plaza, a \$360,000 match is required. Also, the City will have to bear costs in excess of grant funds and purposes, including any property acquisition costs, and ineligible items like the water features.

■ **RTR Matches**

The Regional Toll Revenue grants for Corporate Drive/Windhaven require matches for each section. If all sections are built, the local match is \$10.2 million. Some of the match will be shared with Denton County, and some will be provided by the sections already completed by the City, County, or Fresh Water Supply District 1A. However, a substantial contribution will still remain, and the City will also be responsible for any additional costs beyond the grant amounts.

■ **I35 Enhancements**

FM 407 is included in the “Phase 1 project” and has been funded through G O Bonds. It appears that few of the remaining bridges will be re-constructed in their final form in Phase 1, leaving the questions of whether we wish to invest in “temporary” enhancements and at what cost. The answers have not yet been determined.

■ **Screening Wall Construction**

Total reconstruction of severely weakened walls will cost several million. In lieu of this, a larger amount of reconstruction/repair funding has been allocated in the base budget.

UTILITY FUND

Current Year and FY 2012-13 Revenues

Total revenues in the Utility Fund for FY 2011-12 are now estimated at \$27.392M. This compares to an actual in FY 2010-11 of \$29.435M (very dry year) and a budget in FY 2011-12 of \$26.794M.

Utility Fund revenue is projected to end the year ahead of projections by \$598,328. This is due primarily to Water sales which are estimated to exceed original budget projections by \$574,178. In addition, sewer sales are up slightly from budget, as is Industrial Waste Surcharge revenue. The only other major variance in revenue is related to the transfer in for project engineering (\$134,303). This source will be shown as an offset to an expenditure rather than as a revenue.

■ **Water Sales**

The first half of the fiscal year reflects slightly better than average water sale activity. With the hotter weather experienced in the months of May and June, water sales have risen. Continued hot weather could drive this estimate higher later in the year but we will have to wait to see if that happens. The year-end estimate is \$15.631M compared to a budget of \$15.057M.

For FY 2012-13, revenues (and expenditures) are budgeted based on a “normal” year, per policy. Water sales have been set at \$15.816M. This projection is on target with the five year average for water sales (adjusted for rate increases). This assumes no rate increase and no increase in demand.

■ **Sewer Sales**

Sewer sales is a revenue source that is partially driven by winter averaging. Wet winters tend to re-set residential sewer volumes at lower levels. There is also a “dry summer” effect on sewer sales that can occur when commercial properties that do not have separate sprinkler meters use more water during hot weather. Because commercial property sewer volumes are set on total consumption per month, rather than a winter average, the use of more water can result in the City collecting more “sewer revenue” than one would expect. The FY 2011-12 June estimate for sewer sales is \$9.699M compared to a budget of \$9.523M. For FY 2012-13, we are using a \$9.799M projection, which is again based on a normalized year. This is somewhat more conservative and assumes no rate increase or growth in demand.

Together these two lines represent 93.5% of the planned FY 2012-13 budget compared to 92% last year. The increase as a percentage is a result of a decrease in capital recovery fees. The remaining revenue sources are comprised of charges for services and capital recovery fees.

■ **Capital Recovery Fees**

Capital Recovery Fees have been performing better than anticipated (though much lower than in the past) and are expected to end the year as budgeted at \$1,032,344. Capital Recovery Fees can be extremely volatile, as witnessed during the previous twelve years:

2001-02	1.766M
2002-03	1.368M
2003-04	1.139M
2004-05	1.285M
2005-06	1.803M
2006-07	2.248M
2007-08	1.773M
2008-09	919K
2009-10	881K
2010-11	337K
2011-12	1.032M
2012-13	586K

The \$1.285M actually received in FY 2004-05 stopped the downward trend the City had been experiencing in prior years. There were then two years of growth and then significant decreases beginning in FY 2007-08. Because of this volatility, projected revenue is always based solely on known residential and commercial development projects anticipated to occur in the upcoming fiscal year. For FY 2012-13, the estimate for capital recovery fees is \$585,571, down \$446,773 from the FY 2011-12 original budget of \$1,032,344 and is based on various development projects anticipated to occur in FY 2012-13 including:

Commercial Projects

- Chicken Express**
- Mira Vista Office Buildings**
- Lakeridge/Leora Apartments**
- Denton County Building**
- Denton County Church of Christ**
- Lakeside/FM 3040**
- Majestic Airport Addition**
- Floor Center**
- GHCS Phase II**

Residential projects

- Carrington Village**
- Wentworth Phase I**
- Kings Grant**
- Lakeridge Townhomes**
- Chase Oaks Phase 2**
- Milton Street Townhomes**

**Townhomes at Continental Square
Settlers Village Phase 1 and 2
Meridian Phase 2A and 2B
North Shore
Manors at Vista Ridge Townhomes
Uptown Village Townhomes
Fireside Custom Homes
Rockbrook Place/Ashton Woods.**

These three sources (water sales, sewer sales, and capital recovery) represent 95.6% of Utility Fund revenue so if there are any difficulties with the budget, you can assume it is caused by one or more of these lines. As always, Capital Recovery fees have been the most worrisome; however, our “dependence” on them has been reduced in recent years (capital recovery fees represented 13.2% of budgeted revenues in FY 1998-99 and are only 2% in FY 2012-13).

■ **Wholesale Sewer Sales**

Wholesale sewer sales to Castle Hills is anticipated to bring in \$620,459 in FY 2011-12, making this source of revenue a strong component in the overall revenue structure for the Utility Fund. For FY 2012-13, this revenue source is projected to remain stable at \$621,695.

■ **Other Revenue Sources**

Other revenue sources (connects/reconnects, interest earned, industrial surcharges, Upper Trinity effluent sales) are all cumulatively a small portion of the budget.

Overall, FY 2012-13 Utility Fund revenue is projected at \$27,399,685, an increase of \$605,923 from the FY 2011-12 budget. These revenue forecasts are based on “no significant changes” and on current rate structures per Council policy.

Utility Fund Fee Modifications

For FY 2012-13, the entire fee schedule was reviewed as part of the budget preparation process. There are two recommended Utility Fund changes to the fee schedule for FY 2012-13:

- 1) Change the current fee amount of \$44.00 for a ¾” meter to read “Actual Cost of the Meter”. This is due to the vendor pricing being unknown until the time of purchase.
- 2) Change the current fee amount of \$67.00 for a 1” meter to read “Actual Cost of the Meter”. This is due to the vendor pricing being unknown until the time of purchase.

These changes will not result in a substantial change to revenue amounts proposed for FY 2012-13.

Expenditures

Expenditures in the Utility Fund for FY 2011-12 are anticipated to come in slightly over the original budget at \$26,885,335. This is due to purchase order carry-overs from the prior fiscal year. All planned transfers to the Capital Improvement Plan will occur as budgeted.

The recommended operating budget for FY 2012-13 is \$27,399,685, an increase of \$605,923 from FY 2011-12. Another \$1,598,462 in transfers out of reserves to the Utility Capital Improvement Program is planned, making the total expenditures \$28,998,147. The FY 2011-12 total expenditures were budgeted at \$30,201,715 including a \$3,387,463 transfer to CIP as well as a \$20,490 economic development agreement line item. The total FY 2012-13 Utility Fund budget is \$1,203,568 less than the FY 2011-12 budget.

■ **Operating Budget**

For FY 2012-13, \$651,538 is included in the operating budget to fund a portion of the CIP program requirements related to water line replacements, sewer line replacements, and inflow/infiltration repairs. An additional \$1,598,462 is budgeted out of Utility Fund reserves for the total of \$2,250,000 (\$250,000 for water line replacements, \$1.75M for sewer line replacements, and \$250,000 for Inflow/Infiltration repairs).

The largest increase in ongoing operating cost in the Utility Fund is in health insurance: \$99,792. The internal payment rate (the per employee rate charged to the departments to fund the employer share of the claims and administrative cost) increased from \$7590 to \$8710 per employee based on the recent history of claims in the Health Fund.

The operating budget includes “new” programs totaling \$972,957 (detailed below). Staff was able to add these programs along with the health insurance increases while increasing the overall budget only \$605,923, through various savings including eliminating onetime costs related to action steps funded in FY 2010-11 (-\$238,537) and removing last year’s one-time transfer to CIP for water and sewer line replacements (-\$200,180).

Raw and treated water costs were budgeted at an increase of \$16,682. Increase in funding for Treated Water purchased from Dallas Water Utilities (DWU) is needed due to an increase in the DWU 2012 Wholesale Cost of Service Study Summary of Rate Changes. A 1.4% increase in the Proposed Demand Charge and 2% increase in the Treated Water Volume Rate created an increase in Treated Water cost of \$47,538. A 2.8% decrease in the Untreated Water cost offset the increase in Treated Water by \$30,856. The net increase in water cost for the Proposed 2013 Budget is \$16,682.

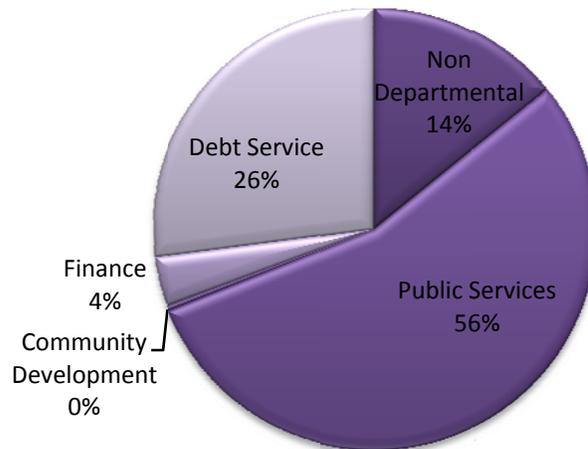
■ **Debt Service**

Debt Service was budgeted at \$7,255,784 for FY 2011-12 and is budgeted at \$7,222,921 for FY 2012-13 (this includes a \$1,058,148 transfer to the GO Debt Service Fund for the 2010 Refunding Revenue Bond Conversion. Budgeted debt service represents only 26.3% of Utility Fund operating expenditures in FY 2012-13, compared with 27% in FY 2011-12, 28% in FY 2010-11, and 31% FY 2009-10.

■ Organizational Changes

There were no organizational changes in the Utility Fund for FY 2012-13.

Following is a pie chart which shows expenditures by category. As you can see, Public Services expenditures account for 56% of overall expenditures in the fund, with debt service being the second largest expenditure category at 26%.



Funded program changes for FY 2012-13:

1. **\$152,145** for compensation plan adjustments (Plant Operators and Chief Operators pay grade re-classification, \$70,687, 3% market/merit, \$81,458).
2. **\$95,050** for SCADA Radio Upgrade - The existing SCADA radio communication system was installed in the 1990's, with minor additions to the system such as Modbus communications. The radio systems at Wastewater will need to be converted to the new radio systems for Motorola and reprogrammed. Some of the existing radios are compatible with the new operating system, but the majority need to be converted. These include Lakepoint, Vista Ridge, Ace Lane, Whippoorwill, Hidden Cove, Eastside Sanitary, Castle Hills, Crossroads, Plant Control Room, Prairie Creek, Fine Screens, Plant 1 and Plant 2 Returns.
3. **\$67,437** for operation and maintenance of the Midway Pump station. This Pump Station is scheduled to be placed into service in June 2012. Midway will provide 5 additional 7 MGD pumps to supply treated water back to the 692 pressure zone. Operation of the new station will increase operating maintenance and energy requirements to maintain the station's pumps, generator, fuel, tank inspections, electrical, SCADA, and chemical feed systems.
4. **\$59,333** to purchase a dependable crane truck for daily maintenance needs in both water and wastewater facilities. This request is for a new truck, truck body, crane and lease" replacement payments over 15 years.

5. **\$52,090** for the installation of switchgear and electrical connections at Vista Ridge Lift Station. A generator and switchgear were recently removed from the de-activated Palisades Stormwater Pump Station and will be used at Vista Ridge Lift Station for permanent emergency power. Funding will also provide a second portable generator capable of providing various voltage for twelve small lift stations which are outfitted with a quick-connect mechanism.
6. **\$49,436** to purchase of console equipment needed to allow the Police Department to dispatch after-hours utility service calls that are currently handled by Water Treatment Plant personnel. Funding will equip two consoles at the call center.
7. **\$46,400** for replacement of the wastewater Plant I North Clarifier Drive (38 years old).
8. **\$45,000** for water plant line repairs.
9. **\$42,500** to reclaim basin modifications in order to more efficiently return reusable water to the head of the plant, and minimize the quantity of water sent to sewer. The project includes installation of a stand pipe in the reclaim basin to allow for solids removal prior to reuse of the filter backwash water.
10. **\$41,042** for replacement of sludge feed pump rotors and stators for sludge feed pumps #1 and #2.
11. **\$39,256** for replacement of three large valves at the Water Treatment Plant.
12. **\$37,697** for wastewater drain lift station pump, flange, and control replacements.
13. **\$27,810** for wastewater security fencing - Approximately 650 foot of chain link fence and barbed wire need to be replaced on the north side of the Wastewater Treatment Plant.
14. **\$27,365** for wastewater treatment plant door replacements.
15. **\$24,050** for a water system infrastructure leak detection system – This equipment accurately locates leak locations before and during repairs to lines.
16. **\$21,667** for water plant IFIX SCADA and radio upgrades - needed to bring three distribution sites to the current supported SCADA system. Funding will also provide an upgrade to the Intellution IFix software program for one Water Plant PC.
17. **\$21,295** for security surveillance systems at the Eastside, Austin Ranch and Southside pump stations, including the addition of video surveillance, a monitor and annual support for all the cameras.
18. **\$18,653** to replace water plant doors, ladders, and walkway platforms at various locations.
19. **\$16,252** to purchase water treatment plant programmable logic control replacement parts.
20. **\$16,682** for increased cost of purchased water from DWU.
21. **\$14,703** to fund Wastewater Plant grit removal and disposal.
22. **\$10,622** for Confined space safety equipment for Meter Services.
23. **\$10,048** for fees for disinfection byproduct 2 sampling and analysis.
24. **\$9,980** for IFIX SCADA (plant and facility operating software) training for Water and Wastewater personnel.
25. **\$8,581** for a non-excavating valve repair kit - can repair broken operating nuts on valves, re-thread the stem on valves and replace the hold down nut without any excavation.
26. **\$7,769** to purchase of a Hach DR 5000 Spectrophotometer which will result in more accurate and sensitive water quality results, allowing earlier detection of developing trends and lowering the duration of these events.
27. **\$7,356** for level A chemical suits for water and wastewater personnel.
28. **\$7,048** for an ammonia gas detection system replacement.

29. **\$5,900** for an enhanced environmental public education program - particularly for water conservation and for recycling.
30. **\$5,796** for water plant upgrade for emergency backup SCADA - The Water Treatment Plant has a backup SCADA system for emergency operation of the distribution system during an outage or disaster. The system needs to be upgraded to the latest Intellution Ifix software program and radio communication system for operational capabilities.
31. **\$5,768** to add Water Plant Level Sensors in lime silos (replaces manual reads).
32. **\$5,550** for Special event recycling - Recycling has been promoted at the Western Days Festival for several years and has been very successful. As a result of the increased recycling, staff needs a more effective way to manage the materials collected. Cardboard special event recycling containers previously used were at the end of their life after last year's festival. Containers which will be more permanent are needed to continue with recycling at Western Days and other special events.
33. **\$3,796** to purchase a Chlorine Amperometric Titrator which will enable the Laboratory to analyze for chlorine residuals with a greater level of accuracy and at a lower detection limit.
34. **\$3,787** for replacement of Water Laboratory circulating water bath that is more than 15 years old and requires frequent maintenance.
35. **\$3,695** for a small pipe inspection camera
36. **\$3,636** for ULM remote access for field operations - key personnel/vehicles need remote access to mapping, as-builts, service request, and work orders. Staff will utilize Public Safety laptops that have been replaced and removed from service. Connecting these devices to the network requires a monthly wireless service and a onetime cost for VPN connectivity. This funding provides service for six devices.
37. **\$3,145** to replace a balance table in Wastewater Laboratory.
38. **\$2,027** to expand current training classes for TCEQ licensing from 12 to 17 classes per year for ULM personnel.
39. **\$1,360** for painting of lab cabinets.
40. **\$1,000** for DCTA Roadway Worker Protection Certifications.

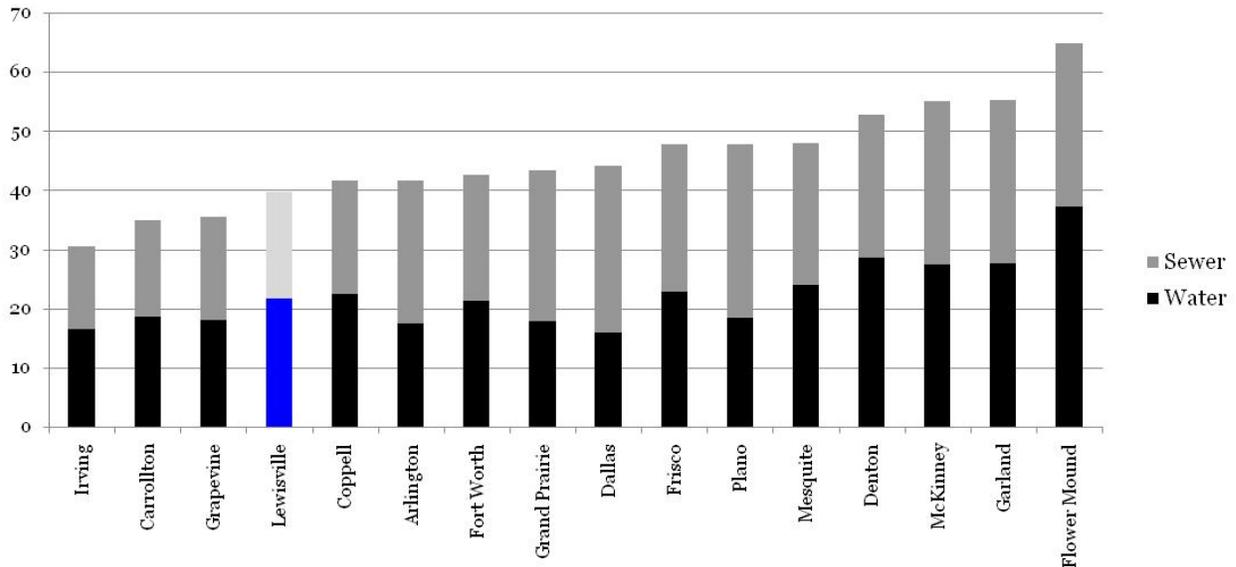
These represent all of the additions to the budget. Many of the above changes are one time in nature, providing flexibility in the budget (e.g. for revenue shortfalls) and in future budgets (adjusting to any major on-going cost increase such as the DWU rates or debt service). Most of the onetime expenditures will also be deferred until at least mid-year to ensure that revenue performance is sufficient.

As always, the Utility Fund is capital and equipment intensive. The most important operating needs for the water/sewer plants have been funded by controlling costs and by implementing rate increases when necessary. More expensive capital costs have been financed through revenue bond debt and occasional transfers from undesignated reserves.

To continue this practice, regular, incremental increases in rates should be examined, especially as operating costs (electricity, fuel, water, personnel) increase. Rate changes in the past five years were 1.19%, 1%, .5%, 0%, and 0% in sewer rates and .65%, 1.19%, 1%, 1.5%, .65%, and 0% in water rates. Fortunately, this year, water costs from Dallas Water Utilities held steady and

did not require a pass-through rate increase. The City of Lewisville also compares rates annually to survey cities to ensure the City stays competitive when compared to other utilities. Following is a chart reflecting water and sewer rates at 5,000 gallons for each of the City’s survey cities. Lewisville has the fourth lowest rates.

Water/Sewer Rates - 5,000 Gallons



Fund Balance

Beginning Fund Balance (current year)

At the time of the preliminary 2011-12 budget, the estimated ending fund balance for FY 2010-11 (which was the amount budgeted as the FY 2011-12 beginning fund balance) was \$16,632,469. However, the FY 2010-11 ending fund balance has now been finalized at \$18,937,899. This increase is primarily due to a hot summer and water revenue sales coming in over revised budget by \$2.2M and smaller increases in sewer sales and capital recovery revenue coming in over the revised budget.

Ending Fund Balance (current year)

At this point in time, the FY 2011-12 ending fund balance is estimated to be \$16.037M, a decrease of \$2.901M from the now final \$18.938M FY 2010-11 ending fund balance due primarily to budgeted transfers out to CIP of \$3,387,463 and economic development agreement payments in the amount of \$20,490. Activity so far this fiscal year indicates an increase in revenue of \$598,328 and an increase in expenditures of \$61,593 (related to purchase order carryovers from the prior fiscal year).

Fund balance (FY 2012-13)

Beginning with the projected FY 2011-12 ending balance of \$16,036,701, the budgeted FY 2012-13 fund balance will be reduced by \$1,598,462 for transfers being made to the CIP

program resulting in a total ending fund balance of \$14,438,239. After deducting the required operating reserve of \$4.109M, the final budget undesignated reserves will total \$10.328M.

Capital Improvement Program

Last year's budget allocated an additional \$3,387,463 to CIP from reserves. The FY 2012-13 planned allocation from reserves is \$1,598,462. This transfer will help fund PAYGO CIP Projects such as \$2,250,000 in water line replacements (\$250,000), new sewer lines (\$1,750,000), and inflow/infiltration repairs (\$250,000) as discussed previously. The remaining \$651,538 is budgeted in operating funds. In addition, a \$5.555M revenue bond sale is planned to fund part of the water reuse project and a water pump station transmission main (Midway West).

■ Future Capital Programs

After the transfer for water line replacements, \$10,328,286 is projected as undesignated Utility Fund reserves at the end of FY 2012-13. There are various CIP projects that could be funded out of reserves in future years. The water/sewer CIP recommended for FY 2012-13 through FY 2016-17 reflects the possible use of an additional \$6.250M in reserves over this period (this plan is found in the Strategic Planning section of this budget document).

The plan also calls for debt issuances of \$25.155M. The potential annexation of properties in the east and the growth of other areas in the vicinity may require \$10M - \$13M in infrastructure improvements depending on whether the City were to assume these costs or let developers handle them. These costs are not currently programmed in the reserve or bond funded CIP.

■ 2012-13 Revenue Bond Funding

\$5,555,000 in revenue bonds is planned to fund the design and construction of a water transmission main required to transport water from Midway Pump Station to the City System (\$2,300,000) and the design and construction (phase 1) of a pipeline from the wastewater plant to Lewisville Lake for placement of wastewater effluent into the lake for indirect reuse by the City. Indirect reuse includes treatment for potable water use and non-potable irrigation (\$3,255,000). A second phase of funding (\$3.7M) is scheduled for this project in FY 2013-14.

DEBT SERVICE FUND

The Debt Service Fund's purpose is to provide for principal and interest payments for the City's General Obligation bonds. Revenues and expenditures will vary each year in relation to the timing of issuance and the schedule of repayments.

In November of 2003, the City passed a \$68.725 million General Obligation bond package. The election authorized three propositions:

Street Improvements	\$64,270,000
Jail Facilities	\$ 3,115,000
Public Safety Training Facilities	<u>\$ 1,340,000</u>
	\$68,725,000

So far in FY 2011-12, overall tax revenue has come in close to the original budget amounts. The property tax line item shows an increase of \$230,897; however, \$219,567 of that was originally budgeted as other miscellaneous revenue to allow over 65 and disabled frozen property amounts to be included in the fund summary at budget time. As you can see from the fund summary, this \$219,567 line item has been zeroed out as the revenue is now part of the property tax line.

A major change to revenue in this fund during FY 2011-12 was an amount of \$1,062,978 related to refunding revenue bonds. This is a transfer in from the Utility Fund. There is a corresponding expenditure in same the amount.

FY 2012-13

Debt Service for FY 2012-13 reflects the issuance of \$9.94M in general obligation debt during FY 2011-12 and amounts to \$6,350,000 in principal debt service and \$1,631,765 in Interest and Agent Fees. In addition, \$1,058,078 in refunded revenue bond debt discussed previously (being financed by the Utility Fund through a transfer in of revenue to offset the debt payment) and \$624,195 in debt service for refunded 4B debt (being financed by the 4B Fund through a transfer in of revenue to offset the debt payment) are also included.

The fund summary shows a positive current balance of \$84,278 (the result of using the existing I & S tax rate with increased tax values).

4B SALES TAX FUND

The 4B Sales Tax election was passed by the voters in 2002 allowing for the collection of a quarter cent sales tax. Revenues in this fund include sales tax collected in Lewisville as well as the Denton County Fresh Water Supply Districts (Castle Hills). A strategic partnership agreement was approved in 2009 allowing for collection of sales tax in the districts. The entire quarter cent sales tax collected in Castle Hills is retained by the 4B Corporation (in the General Fund the sales tax collected is used to first pay for fire and police contract services and then split 50-50 with DCFWSD 1-A).

FY 2011-12 Re-estimates

Total FY 2011-12 revenues were budgeted at \$5.0M and are now estimated to end the year at \$5.4M, an 8.0% increase. Sales tax revenues are projected to be up by \$340,904 by year end.

Additional revenue sources include “Recreation” and “Miscellaneous”. “Recreation” includes aquatic facility rental/entrance fees and field rental fees at Toyota of Lewisville Railroad Park. The “Miscellaneous” category is interest earnings. Recreation revenues are projected to be up by 16.3% (\$31,503) by year end. This increase is due to expanded tournament play at the park as well as the collection of fees per participant from sports associations for use of the fields for practice purposes.

FY 11-12 expenditures were adjusted at mid-year by \$55,189 in the Parks and Leisure Services category to reflect the increased cost of electricity to operate both the aquatic facilities and Toyota of Lewisville Railroad Park.

FY 2012-13

Total revenue is estimated at \$5.4M, an 8.0% increase over the FY 2011-12 budget. This increase reflects the improved factors described above. As in the General Fund, sales tax revenue is budgeted at the FY 11-12 estimated amount. Interest earnings are budgeted to reflect a minor decrease based on FY 11-12 interest performance.

Operating expenditures for FY 2012-13 include administrative charges in the amount of \$60,500 (\$500 for training for the executive director to attend state mandated training and \$60,000 for general administrative services charged back to the General Fund) as well as Parks and Leisure Services (PALS) expenditures which include library, aquatic facilities, and park maintenance activities. FY 2011-12, PALS expenditures were budgeted at \$1,991,871. The FY 2012-13 expenditures are budgeted at \$2,240,570, an increase of \$248,699. This increase includes the compensation plan increase (\$12,347) as described earlier in the General Fund overview, over seeding of soccer fields (\$15,000), park maintenance equipment (\$47,866) and an adjustment to the lifeguard pay scale (\$30,947) to improve the ability to hire these seasonal employees. Like the General Fund, this fund also absorbed increased costs related to TMRS, Health Insurance and electricity (\$117,679). Also funded is replacement of customer computers in the library lab (\$28,385).

Debt payments total \$2,852,734 and include debt related to the library expansion, the College Street and Sun Valley aquatic facilities, Railroad Park land, and Railroad Park construction.

Transfers to CIP out of reserves for FY 2012-13 total \$20,600 for the annual transfer to the capital improvement program for the eventual repainting of the aquatic facilities

As was the case last year, transfers out of reserves to fund infrastructure improvements, playgrounds, hike and bike trails, etc. have not been included. The Parks Board is in the process

of prioritizing items listed in the Park Master Plan and Trail Master Plan. Once this process is complete, the Parks and Library Development Corporation will review the list and make recommendations to the City Council related to items that may be funded through the sales tax. With current revenue to current expenditure balance of \$281,858, any additional bond issuance would not be possible within the foreseeable future. The fund balance of \$6.3M may allow for some one time funding of projects.

CRIME CONTROL AND PREVENTION DISTRICT

A creation election for the Crime Control and Prevention District was approved by the voters November 2011 allowing for the collection of a one-eighth of one percent sales tax. Proceeds from this sales tax may only be used for law enforcement programs.

FY 2011-2012

The Texas Comptroller's Office began collection of the sales tax in January 2012 with the first sales tax check received in April 2012. By fiscal year-end, \$1.26M is estimated to be collected. Interest earnings of \$12,597 are additionally projected.

In accordance with state law, the Temporary Board of Directors formulated a two-year crime control plan and two-year budget plan. Year one of the budget plan, FY 2011-12, includes 10 police officers and related equipment, a police system support specialist to work with law enforcement technology and three inspectors focused on the clean-up of neighborhoods targeted for crime reduction. Because money was not available until April 2012, the hiring of these positions did not begin until May 2012.

FY 2012-2013

The budget projects sales tax collection to be \$2.62M. Interest earnings of \$26,106 are also projected resulting in total estimated revenues of \$2.648M.

Projects originally approved by the Temporary Board of Directors for year two of the required budget plan are included in the recommended budget. The expenditures originally approved in the fall of 2011 have been updated to reflect increased costs of salaries and benefits as well as equipment cost increases. In addition, 14 Taser X2s (\$17,920) for all officers funded through the new sales tax is included. All officers, except those assigned to administration, will be assigned a taser device effective October 2012. The tasers for all other officers are funded through the General Fund. A total of four automated license plate readers are also included in the proposed budget (\$64,648). A strategy approved by the Temporary Board dealt with the purchase of covert surveillance equipment but the type of equipment was not specifically defined at that time. The department has now determined that the automated license plate readers are the recommended covert equipment needed.

State law requires that the district fund an annual evaluation program to study the impact, efficiency, and effectiveness of new or expanded crime control and crime prevention programs. The law also requires that the board have an annual audit made of the financial condition of the

district by a third party auditor. Finally, the district can contract with the municipality for administrative support. A total of \$30,000 is included to cover the cost of the third party audit and the use of city staff to provide administrative support and conduct the annual evaluation.

Total expenditures are \$2.4M with a fund balance projected to be \$478,367. This fund balance is set aside as an operating reserve (equals 20% of total expenditures) to take into account the volatility of sales tax revenues.

FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT

A creation election for the Fire Control, Prevention and Emergency Medical Services District was approved by the voters November 2011 allowing for the collection of a one-eighth of one percent sales tax. Proceeds from this sales tax may only be used for fire prevention programs.

FY 2011-2012

The Texas Comptroller's Office began collection of the sales tax in January 2012 with the first sales tax check received in April 2012. By fiscal year-end, \$1.26M is estimated to be collected. Interest earnings of \$12,597 are additionally projected.

In accordance with state law, the Temporary Board of Directors formulated a two-year fire control plan and two-year budget plan. Year one of the budget plan, FY 2011-12, included the purchase of a new ambulance to be assigned to Firehouse #6 and public safety technology infrastructure designed to provide redundancy in case the central computer system loses functionality.

FY 2012-2013

The budget projects sales tax collection to be \$2.61M. Interest earnings of \$26,106 are also projected resulting in total estimated revenues of \$2.63M.

Projects originally approved by the Temporary Board of Directors for year two of the required budget plan are included in the proposed budget. The expenditures originally approved in the fall of 2011 have been updated to reflect increased costs of salaries and benefits as well as equipment cost increases. The addition of 9 paramedics (\$754,299) is the primary expenditure. Additional money needed to equip the medic unit purchased in FY 2011-12 (\$12,097) is also included.

State law requires that the district fund an annual evaluation program to study the impact, efficiency, and effectiveness of new or expanded fire control and prevention programs. The law also requires that the board have an annual audit made of the financial condition of the district by a third party auditor. Finally, the district can contract with the municipality for administrative

support. A total of \$30,000 is included to cover the cost of the third party audit and the use of city staff to provide administrative support and conduct the annual evaluation

Total expenditures are \$922,662 with a fund balance projected to be \$2.6M. An undesignated reserve of \$2.4M is calculated which represents a reserve requirement of 20% of total expenditures to take into account the volatility of sales tax revenues.

HOTEL/MOTEL FUND

The hotel-motel tax is levied upon the cost of use of a hotel room and is equal to seven percent of the price of the room. State law specifies that hotel occupancy taxes must be used on events and programs that enhance and promote tourism.

FY 2011-2012

The FY 2011-12 estimated total hotel occupancy tax revenues are \$1.97M, \$239,927 more than budget. The Interest and Miscellaneous category reflects a \$290,912 decrease which is a rebate of the hotel tax to the Hilton Garden Inn and Lewisville Convention Center to cover the cost of management fees as required in the Hilton Garden contract. The convention center management fees are paid to the Hilton Garden in the form of a refund of the hotel tax paid to us and capped at \$300,000 as required by the contract. The proposed budget is based on a full refund of \$300,000 and \$10,529 in interest earnings. This refund requirement continues with a cap of \$300,000 through August 2016 and then drops each year for the remaining five years ending in July 2022 to a cap of \$50,000.

FY 2011-12 estimated expenditures are \$1.34M compared to a \$1.32M budget due to a Council approved supplemental appropriation for the Western Days celebration.

FY 2012-13

The FY 2012-13 hotel occupancy tax revenue is projected to increase by \$229,927 over the FY 2011-12 budget. While three hotel properties are no longer operational due to the I-35 expansion project, these closed properties tended to have lower occupancies and lower average daily rates. Hotels in the vicinity of the three that closed have experienced increased room nights since the closures and these hotels have higher average daily rates. Staff anticipates no overall revenue loss from the closure of the three properties. Lewisville hotels have held their room rates and occupancy rates even during the difficult economic period.

The FY 2012-13 miscellaneous revenues are impacted in two ways by the Hilton Garden Inn and Lewisville Convention Center Lease and Management Agreement: (1) the rebate of the hotel occupancy fees paid to the Hilton Garden Inn for the annual management fee lowers the revenue by \$300,000 (described above) and (2) the payment to the city from the Hilton Garden Inn in the amount of \$1.75M for the first installment of the “true-up of the management fees” increases the revenue. These two transactions result in a net \$1.46M budgeted for miscellaneous revenues. The Hilton Garden Inn is required to make two payments to the city for reimbursement of a portion of the monthly management fees with the first payment due in December 2012 in the

amount of \$1.75M and second payment due in December 2016 in the amount of \$2.0M. Total revenues for the fund are up \$1.98M over the FY 2011-12 budget.

The FY 2012-13 total expenditures are budgeted at \$2.84M compared to the FY 2011-12 budget of \$1.31M, an increase of \$1.53M. A repayment of a \$1.5M loan to the Equipment and Maintenance Fund is included (non-departmental). In 2005, a \$3.75M “up-front lease payment” was made to the Hilton Garden Inn. This lease payment was made from the Hotel-Motel Fund and with a loan of \$2.5M from the Maintenance and Replacement Fund. To date, a total of \$1.0M has already been repaid to the Equipment and Maintenance Fund. With this fund transfer, the Equipment and Maintenance Fund is repaid in full.

The Community Relations/Tourism activity (\$1.080) includes funding for staffing, special events and marketing, including the addition of an Events Planner position funded this fiscal year (50% Hotel Motel Fund and 50% General Fund). Other special events included in this fund are the Sounds of Lewisville Summer Music Series (\$44,000), Holiday at the Hall (\$31,000), Western Days celebration (\$280,300), KTA (\$10,000) and the Saddle Club Labor Day Rodeo (\$7,000). The total Hotel/Motel Fund budget for special events is \$383,600 approximately 13.6% of Hotel/Motel Fund expenditures

Also included in the Community Relations/Tourism activity is an expenditure of \$17,500 for the marketing program at Vista Ridge Mall (another \$17,500 is included in the Utility Fund for this same program). Several years ago, the City and Medical Center of Lewisville funded a soft play area in the mall (50-50 split). The soft play area includes a flat screen that runs tourism productions and space for marketing posters and brochures. The FY 2012-13 is the final payment required under the contract.

The final components of the Community Relations/Tourism activity are positions dedicated to special events and conference sales: 30% of the Director of Community Relations and Tourism, two Tourism Sales Coordinators, a Tourism Specialist, 70% of the Publication Specialist, and an Administrative Secretary. The two tourism sales positions focus on different markets with one position focused on the sports and leisure markets and the other position focused entirely on the convention/group sales market. This position works closely with the Hilton Garden Inn team to bring in groups that impact multiple hotel properties. The administrative secretary is dedicated to support of the Visitor Center operation now located in the MCL Grand Theater.

State law sets a cap at 15% of total hotel-motel revenue that can be spent on arts activities (cap is \$294,588). Arts Promotion is the “grant” provided to the arts in the amount of \$154,831. This grant is distributed to various qualifying arts groups through recommendations from the Arts Advisory Board. Finally, funds are budgeted for electricity in the arts center (\$61,602). In total, \$243,671 is spent on the arts (\$50,917 under the cap).

The proposed budget has current revenue to expenditure balance of \$601,127. The ending fund balance is projected to be \$3.3M by fiscal year end.

HEALTH FUND

The Health Fund was first established as a separate fund in FY 2001-02 when the health plan was designated a risk pool (prior to that it was part of the Insurance Risk fund). The fund is maintained as a trust not allowing any payments or transfers out of the fund except for health plan expenditures. This fund is budgeted very conservatively due to its trust status, which periodically results in transfers from the Insurance Risk Fund. For FY 12-13, a transfer of \$1.0M is made to raise the fund balance in the Health Fund to \$1.2M.

Staff operates a partially self-insured health plan with the city paying the first \$135,000 of each individual claim. In addition, aggregate insurance is purchased which provides overall plan protection when claims exceed a specified dollar amount in total. Cigna provides claim administration services as well as both the individual and aggregate stop loss contracts.

The city's experience with the partially self-funded health plan reflects the on-going national debate on how to control and fund health care costs. Over the last four fiscal years, FY 2007-08 through FY 2010-11, the cost of claims (includes prescription drugs) increased from \$4.7M to \$5.8M (23% increase). Shock claim costs (claims valued over \$50,000) have been a significant driver of cost increases in the last two fiscal years. In FY 10-11, the city experienced a 29.5% increase in the number of shock claims. The costs of third party administration and reinsurance have also increased over time due to this claims experience.

Revenues for the Health Fund come from four sources (reflected as "charges for services"): internal payments from departments, employee premiums, retiree premiums and COBRA premiums. The internal payments from departments is based on a per employee rate calculated to cover the employer share of the projected claims and administrative costs. This rate has increased the previous three fiscal years and is increased again in FY 2012-13. In FY 2009-10, the internal payment rate was increased 6.9% to \$6020 per employee per year. In FY 2010-11, the internal payment rate was increased by 9%, to \$6563. The internal payment rate for FY 2011-12 was increased by 15.65% to \$7590. For FY 2012-13, the rate is increased by 14.76% to \$8710 per employee. The increasing of this rate by over 40% in four fiscal years has had major impacts on the General Fund as well as all other funds that include full-time employees.

Employees have also shared in the burden of covering the costs of increasing health care expenditures. In FY 2009-10, employee paid premiums increased from 11%-17% depending on the plan and level of coverage (spouse, children, or spouse and children). In FY 2010-11, employee paid premiums again increased and plan reductions were made. Two plans were offered to employees: a catastrophic plan and a health reimbursement account (HRA) plan. No changes in rates or plan structure were made to the catastrophic plan but HRA rates increased up to 10% depending on the type of coverage. In FY 2011-12, a health savings account (HSA) was added as a third plan choice with higher deductibles and out-of-pocket maximums but a lower premium cost. In addition, monthly wellness and smoking premium surcharges were added to encourage improved wellness. For FY 12-13, employee paid premiums will increase 14%-18% depending on the plan of coverage. Surcharges for smoking and not participating in the wellness screening will be continued. Various changes to deductibles and other plan design changes will also be implemented.

A comprehensive wellness program has been a priority over the last several years. Prevention is the most effective way to control future costs. Cigna will provide \$15,000 in FY 12-13 as part of their contract to be used for wellness programming. An additional \$10,000 has been added to the FY 12-13 proposed budget to provide monetary incentives for a fitness program.

Another impact on the Health Fund is compliance with GASB 45. GASB 45 specifies how “other post employment benefits” (OPEB) costs, liabilities and funding progress are measured and displayed in government financial reports. Historically, retirees’ health care costs were on a “pay-as-you-go” basis, paying the current cost of retiree health care in a given fiscal year. GASB 45 requires health benefits to be recognized as they are earned over the retiree’s active working lifetime. Annually, an actuarial calculation is completed that determines the annual required contribution (ARC) and the net OPEB obligation. The ARC is a transfer from the Health Fund to the OPEB Fund (expenditure of \$366,600). Recognized as revenue to the Health Fund (\$368,800) is an actuarially derived number that reflects the actual costs of the retiree claims.

OPEB LIABILITY TRUST FUND

The Retiree Health Trust Fund is a fund created in FY 2007-08 to account for OPEB (other post employment benefits) liability. In general, this fund is also a trust that exists to build up assets related to the liability realized with the requirements of the GASB 45 standard. The higher the balance in this fund the lower the unfunded liability.

The main advantage in creating a separate trust is that all fund assets can be invested to reflect a diversified mix of stocks and bonds held by the trust for long term growth and sustainability. A separate investment policy (this fund is exempt from the Texas Public Funds Investment Act) controls investment decisions and the firm of PFM Asset Management LLC manages these long term investments.

Before the end of FY 2007-08, transfers in the amount of \$1M were made from both the Health Trust and Risk Funds to establish OPEB basic plan assets. Operating revenue into this fund is an annual transfer of the Annual Required Contribution (\$366,600) from the Health Trust as well as interest earned by the trust (\$75,000). Expenditures are \$368,800 which represents the city’s estimated pay-as-you-go retiree claims expense net of retiree premium contributions, fees and trust administration costs as projected by the actuary. The \$368,800 will be expended on a semi-annual basis as a reimbursement to the Health Trust.

INSURANCE RISK FUND

This fund is an internal fund that receives revenue from internal premium charges to the departments. These charges are either on a per employee basis (workers compensation and general liability) or per vehicle (auto liability insurance). Insurance coverage is purchased from

the Texas Municipal League for all lines of coverage (auto liability, general liability, law enforcement, errors and omissions and property) except for Worker's Compensation. Workers' Compensation has a self-insured retention of \$300,000 for general government employees and \$400,000 for police and fire and an aggregate limit of \$3.0M. A low deductible program for workers' compensation would be very costly so the city opts to take more exposure on this line of coverage. Departments are charged for life insurance, AD&D and long term disability (all fully-insured lines) based on rates charged by the insurance companies.

Internal rates are developed in house to cover projected costs for each line of coverage. Expenses in this fund include premium payments to insurers, claims costs (TML deductibles range from \$500 for auto physical damage to \$50,000 for law enforcement), third party administration fees, and consultant costs. Expenses also include premiums for the life insurance, and long-term disability/AD&D programs.

Proposed expenditures for FY 2012-13 are budgeted at \$1.45M for various lines of coverage in comparison to \$1.6M budgeted in FY 2011-12. Experience in all lines of coverage has been very good this year attesting to the strength of the safety and risk management program.

McGriff, Seibels and Williams of Texas, Inc., the city's risk consultant, advised in 2006 that a minimum fund balance of \$5.0 million be maintained in this fund. While State law gives the city significant immunities or limits to liability exposure through the Texas Tort Claims Act, the law does not limit liability exposure on workers' compensation, law enforcement (civil rights violations such as wrongful arrest, unlawful search and seizure and excessive force) claims or public officials claims (civil rights issues such as the taking of property in a zoning case). In a single year, if there were several serious occurrences, the city could be out as much as \$3.0 million in workers' compensation alone. Finally, any property destroyed that is not specifically listed on the property schedule is not covered. The FY 2012-13 proposed budget fund balance is \$5.5M.

FIRE AND POLICE DEPARTMENT TRAINING FUND

This was a fund established in FY 2002-03 to allocate revenue from Fire Training Tower rentals to on-going training and for maintenance of the facility. The tower experiences considerable wear and tear and this self-sufficient fund enables the Fire Department to charge appropriate fees for training and use those fees to repair damage. Anticipated expenditures for FY 2012-13 amount to \$76,652 and will be used to purchase training materials and overtime expenses related to training, expenses related to the Keep Tradition Alive (KTA) Symposium, and funding for an engineering report on the Training Tower. Donations for the KTA event are also shown in this fund.

In FY 2006-07, revenue and expense related to the Firearms Simulator rental also began being tracked in this fund. For FY 2012-13 the police department budgeted \$6,921 in expenditures related to the Firearms Simulator rental.

Historically, donations and special event funding given to the Fire and Police departments were tracked in separate funds. In FY 2011-12, in order to reduce the number of city-wide funds, all donation revenues and related expenditures are now tracked in this fund.

LAW ENFORCEMENT EDUCATION FUND

This fund utilizes grant revenue from the Comptroller's Office provided exclusively for the training of police officers including materials, classes, registration costs, etc. For FY 2012-13, \$2,855 in training is budgeted.

GRANT FUND

This consists of the CDBG program, Family Violence, Selective Traffic Enforcement Program, Wildfire Assistance and from time to time any other grants from State or Federal sources. Matches for these grants are budgeted as "transfers" in the General Fund.

The fund has four budgeted staff members within the CDBG (2) and Police activities (1).

This fund ebbs and flows dramatically each year because cash inflows and outflows can vary widely over time (i.e. it may be several years before CDBG projects are spent or a grant may be discontinued). Thus, the budget reflects an estimate or snapshot of these cash flows during the year; actuals may vary considerably according to circumstances and amendments made during the year.

The City will receive a CDBG entitlement in the amount of \$557,272 (an increase from the \$537,942 received in FY 2011-12) from the U.S. Department of Housing and Urban Development to fund eligible grant projects for FY 2011-12. In addition, \$53,350 is available from CDBG reallocations.

<u>CDBG Budget</u>	<u>FY 12-13</u>
Bricks and mortar projects	\$415,578
Social service agencies	\$83,590
Administration	<u>\$111,454</u>
	\$610,622

During FY 2010-11, a management decision was made to budget wildfire assistance provided to other governmental agencies. When the Fire department sends staffing and equipment to assist in fighting fires, the expense is initially charged against the General Fund. However, when reimbursement is received for the expense, the expense is then moved to the Grant Fund and the reimbursement is also recorded in the Grant Fund. Therefore, it is prudent to budget a likely amount annually so that the Grant fund is never in an over-budget position. For FY 2012-13, \$200,000 has been budgeted as revenue and expense for this purpose.

WATERS RIDGE PID NO. 1 FUND

This fund provides maintenance, inspection, and engineering services for the Waters Ridge Public Improvement District, which is limited to maintaining the levee system off of Railroad Street. It is funded entirely by special assessments on property within the PID. Expenditures for FY 2012-13 amount to \$15,000 for mowing/maintenance.

MUNICIPAL COURT SECURITY, TECHNOLOGY, AND JUVENILE CASE MANAGER FUNDS

These funds have revenues from specific fees attached to fines (as allowed by the State) and must be used for the defined purposes. The Security Fund pays for bailiff services, security contract services, training costs, and other costs (security, locks, detectors, etc.) as necessary. Total FY 2012-13 revenues are projected to remain stable at \$61K. Expenditures for the fund amount to \$59,613.

The Technology Fund is limited to the technology needs of the court. For FY 2012-13, \$82,320 in operating costs is budgeted. Major expenditures include a \$40,000 transfer to the General Fund to offset the cost of ITS staff time spent assisting with technology needs in the department; \$22,000 in court software maintenance costs and \$6,200 for programming services. FY 2012-13 revenue is budgeted at \$82,320, slightly increased from the \$80,420 budgeted in FY 2011-12.

The Juvenile Case Manager fund was a new fund in FY 2007-08. This fund is limited to expenses related to salary and benefits of a juvenile case manager. The intent is to supplement court programs that are handling an ever growing number of youth offenders. The Case Manager oversees court ordered sanctions such as compliance classes, community service, specialized state and county reporting requirements, recidivism plans, and open court appearances requiring parental attendance. Funding for this purpose is set at \$4.00 per offense, as allowed by state law. For FY 2012-13, \$81,186 is budgeted to pay for a full time Juvenile Case Manager and a transfer to the General Fund to offset juvenile case manager expenses tracked in that fund (\$17,438).

POLICE ASSET FORFEITURE FUNDS

These funds collect revenue from confiscated drug related offenses and can be used for any police purpose. Budgeted expenditures are for operational expenses and miscellaneous equipment purchases as needed. One fund accounts for state seizures and the other is federal forfeitures. For FY 2012-13, in the state fund (605), \$15,000 is recommended for “operations” expense money and \$20,000 will purchase various surveillance and tracking equipment.

In the federal fund (635), \$433,663 is recommended for needed equipment including the following:

- \$179,200 to provide Taser X2s for each officer.**
- \$78,000 to replace video cameras at the jail.**
- \$39,142 to replace expired SWAT body armor.**
- \$29,905 for a small SUV for DEA task force usage.**
- \$24,916 to purchase a tactical scout robot.**
- \$14,500 to purchase replacement batteries for 3 radio site UPS units.**
- \$12,500 to purchase sixty-three portable radio batteries.**
- \$11,100 to replace a hostage negotiation “throw phone” – E.N.T. Call box system.**
- \$8,500 for improvements to jail window tinting and lighting.**
- \$6,300 to purchase seven M-4 patrol rifles.**
- \$3,600 to remove lead dust from the Firing Range.**
- \$3,500 to purchase three emergency M-4 rifles and three firearm closet vaults.**
- \$2,500 to replace a low roll distraction device.**

RECREATION ACTIVITY FUND

This fund collects revenue from activity fees and pays program and instructor costs. In addition, donations made are also budgeted in this fund. Expenditures are designed to be no more than annual revenue coming in; using the theory that if classes do not “make” then there is no corresponding expense. For FY 2012-13, \$374,801 is expected in revenue related to recreation center and MCL Grand Theater classes, league fees and miscellaneous recreation activities. Another \$116,500 in revenue is budgeted for Toyota of Lewisville Railroad Park naming rights sponsorship funding and \$2,000 is anticipated in revenue related to interest earnings.

FY 2012-13 operating expenditures are budgeted at \$492,819 for league play, various recreation center and senior center class fees, swim team fees, activities and purchase of donated items.

MAINTENANCE AND REPLACEMENT FUND

This fund is used as an internal services fund to replace vehicles, major equipment, computers and servers. Revenues are derived from three sources: lease payments, sale of retired assets, and interest. Replacement schedules are based on the useful life of the equipment and “lease” payments flow annually as transfers from the departments to this fund. In FY 2002-03, lease payments were decreased to reflect a modification in the inflation factor being utilized and extended life expectancy plans for vehicles and equipment. This modification reduced annual transfers into the Vehicle and Equipment Replacement Fund by \$759,000 annually. In FY 2009-10 radio replacement payments were eliminated and computer replacement payments were dramatically reduced to no longer fund replacement payments for personal computers. For FY 2012-13, server replacement payments are being eliminated and in their place, maintenance costs associated with Sharepoint, Google Apps, Microsoft Office, and cameras are being implemented.

This fund is also used to account for Vehicle Maintenance activity. Fleet services expenditures are controlled exclusively by the garage operation and are not charged back “directly” to departments. Departments pay for the cost of repairs through transfer accounts in the general, utility, and grant funds. Auto parts are also ultimately paid for through this allocation. As costs rise in the Vehicle Maintenance Activity, you will see impacts to the other funds as well.

Each year the list of equipment to be replaced is reviewed to check condition and a budget for replacement expenses is set up. This budget can vary widely from year to year depending on schedules. A list of purchases proposed for this year is included behind the Maintenance and Replacement Fund Summary.

FY 2012-13 revenue compared to expenditures is \$81,107. Once again, this can vary dramatically from year to year and in this fund, a negative amount is somewhat routine. While expenditures exceeding revenues would normally be a concern, in this fund a long term view is more realistic than an annual view due to the fact that large purchases, such as fire engines or heavy equipment in Public Services, may be purchased in a single year inflating the total expenditure line. These large purchases are planned and the fund over time will absorb this cost. Staff annually analyzes this fund for all future purchases to assess the accuracy of the long term funding.

The Maintenance and Replacement Fund has an outstanding loan to the Hotel Motel Fund for payment to the Hilton Garden Inn during development of the conference center. In 2005, \$3.75M was paid to the conference center developer through \$2.5M loaned from the Maintenance and Replacement Fund and \$1.25M from Hotel/Motel Tax Fund. To date, a total of \$1.0M has already been repaid by the Hotel-Motel Fund to the Maintenance and Replacement Fund (four payments of \$250,000 made in FY 2005-06, FY 2006-07, FY 2007-08 and FY 2008-09) leaving a total owed of \$1.5M. Under the Hilton Garden contract, the City will be reimbursed for the management fees in two installment payments: \$1.75M by December 31, 2012 and \$2.0M by December 31, 2016. The first reimbursement made by the Hilton Garden in 2012 will repay this amount owed in full. This \$1.5M amount is reflected in the revenue portion of the FY 2012-13 Fund summary.

For FY 2012-13, \$21,950 is reflected as a one-time expenditure for replacement of computers in the Library. The ending fund balance of this fund for FY 2012-13 is \$3.847M.

OLD TOWN TAX INCREMENT FUND

For FY 2012-13, revenue is \$513,488. This compares to \$256,491 in FY 2003-04, \$284,982 in FY 2004-05, \$455,492 in FY 2006-07, \$507,986 in FY 2007-08, \$599,655 in FY 2008-09, \$447,500 for FY 2009-10, \$1,196,770 (including a one-time transfer in amount of \$639,751), and \$478,841 in FY 2011-12.

For FY 2012-13, Debt Service requirements amount to \$508,767. The required debt service is related to an issuance in 2007 for the Medical Center of Lewisville Grand Theater in the amount of \$8,040,000 and revenue in this fund is solely being used to pay for that debt service. Debt

service for this issuance will continue increasing in the 5 - 6% range every year. This may create problems if the base doesn't keep up. Other options that may need to be considered in the future include refinancing, extending the life of the TIRZ, transfers from the Hotel Motel Fund, or Debt Service Fund (with associated tax rate impacts), and draw downs from TIRZ or General Fund reserves.

TIRZ NO. 2

The TIRZ #2 was established in October 2008 and is comprised of 427 acres near I35E and SH121 (NW corner). The tax increment base (the value of the properties in the zone as of October 2008) is \$9,097,649. The City and Denton County participate in this TIRZ. The City and the County will put 80% of their collections on the increment into this fund. The TIRZ #2 expires December 31, 2038.

For FY 2012-13, \$73,148 is budgeted in revenue compared to actual collections of \$8,991 in FY 2011-12, with no planned expenditures. The projected ending fund balance for FY 2012-13 is \$95,207.

COMMUNITY ACTIVITIES

This fund was created in FY 2011-12 to track special event sponsorships, certain naming rights agreements, the community contribution required in some economic development agreements, MCL Grand revenue that exceeds the \$50,000 targeted for the General Fund and special event revenue.

FY 2011-12

Revenues for FY 2011-12 are expected to be \$466,018, an increase of \$133,141 over budget. This increase is due in large to additional MCL Grand sponsors (\$20,700), MCL Grand rentals (\$3,275) and special event fees/commissions (\$21,518) as well as a transfer-in of \$103,148 related to monies previously tracked in the donation fund.

Expenditures for FY 2011-12 are expected to end the year at \$375,952, a \$45,700 increase that was covered with two supplemental appropriations during the fiscal year. This increase in expenditures is due to a change in accounting methodology resulting in a payment being treated as expenditure rather than an offset to revenue as well as a supplemental appropriation for Western Days.

FY 2012-13

Revenues for FY 2012-13 are budgeted at \$370,316, an increase of \$37,439. The two revenue categories that contribute to this increase include MCL Grand sponsors/naming rights and projected revenue from the Western Days event. Naming Rights Agreements are budgeted at \$90,000 including the Medical Center of Lewisville agreement at \$80,000 and First Choice

Power at \$10,000. Special events are projected to produce \$81,830 including \$33,130 in Western Days alcohol sales, \$11,917 in food, \$2,720 in ticket sales and \$22,950 in booth rental.

Economic development agreements included in the FY 2012-13 budget total \$58,500, a decrease of \$3500. ED agreements included are: JP Morgan Chase (\$10,000 ending in 2014), Hampton Inn (\$5,000 ending in 2021), Orthofix (\$10,000 ending in 2020), Ricos Products (\$3,500 ending in 2013), The Apparel Group (\$5,000 ending in 2018), TIAA-Cref (\$5,000 ending in 2013), Vinson Process Controls (\$5,000 ending in 2013), Med Fusion (\$10,000 ending in 2012), and Blue Lynx Media (\$5,000 ending in 2016). These agreements are a volatile revenue source with three terminating after 2013 for a total loss of \$13,500.

Several new fees are proposed to be effective at the start of the new fiscal year, adjusting some existing fees to match market and adding some new equipment to the rental schedule. Staff has not added projected revenue related to these items until we have experience during this fiscal year.

FY 2012-13 expenditures include Special Events at \$216,700 (Western Days entertainment at \$173,000, Promoter Line at \$41,000 and misc event costs at \$1700). MCL Grand expenditures are budgeted at \$143,207 and include part-time theater attendants at \$23,212, Texas Tunes musical series at \$21,795, marketing at \$78,000 and CSL commission at \$21,800. A fund balance of \$100,475 is projected.

This fund will be carefully monitored due to the volatility of sponsorships and economic development agreements.

PEG FUND

This is a new fund for FY2012-13. Cable providers pay a franchise fee based on 5% of gross revenues. Some cities in Texas also negotiated an additional fee from the cable provider to support **P**ublic, **E**ducational and **G**overnmental cable channels. Lewisville did not negotiate a PEG fee even though we produced programming on a PEG channel dedicated to the city. Time Warner Cable was the single cable provider operating in Lewisville prior to passage of a significant statutory change in 2005. In 2005, the Texas Legislature shifted cable franchise authority from cities to the state, allowing new operators to get a single franchise from the state that allows these companies to offer services anywhere in Texas. This new law required the cable provider to pay the 5% franchise fee to the city and to match the existing PEG fee. In addition, the law further stated that if the incumbent provider ever switched to the state franchise, then all providers would be required to pay the one percent PEG fee. Time Warner switched to the state franchise in 2012. While Lewisville never negotiated a PEG fee, Verizon, AT&T, Grande and Time Warner are now required to pay this additional fee of 1% of gross revenue. Such payments began in mid FY 2011-12.

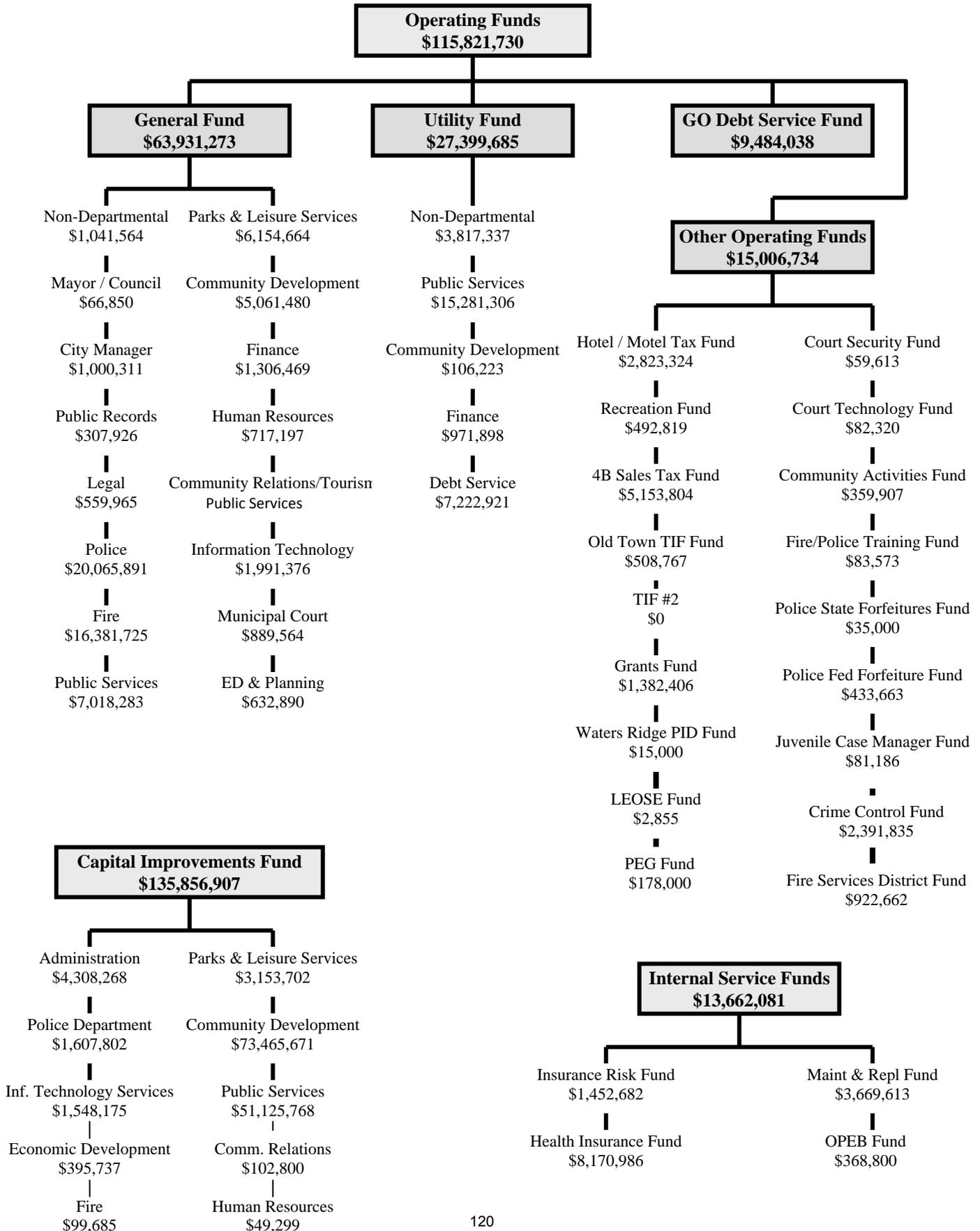
Under FCC rules, expenditures from PEG revenues are limited to capital costs associated with PEG production. Operations cost such as salaries cannot be included in this fund.

FY 2012-13

Revenues for FY 2012-13 are budgeted at \$214,527 along with \$2,145 in interest earnings for total revenues of \$216,672.

Expenditures planned for FY 2012-13 are budgeted at \$178,000 and include the retention of an A/V engineering consultant to assess the current production system and assist in purchase and installation of new equipment. Based on this analysis, staff believes a new video production system will likely be warranted. The new system will include three robotic cameras in the Chambers, new microphones, 3 robotic cameras in the city council conference room, a broadcast quality video switcher in the control room and a broadcast quality character generator in the control room. The ending fund balance is projected to be \$38,672.

Fund Organization



All Funds (2012-13 Budget)

	MAJOR OPERATING FUNDS			OTHER OPERATING FUNDS										
	General	Utility	Debt Service	4B Sales Tax	Hotel / Motel	Rec.	PEG	Grant	Crime Control	Fire Services	WR PID	Court Security	Court Tech.	Juv. Case Mgr
BEGINNING FUND BALANCE	28,853,411	16,036,701	1,369,760	7,064,470	2,746,808	194,815	-	67,990	222,062	896,652	216,614	60,233	172,442	83,534
REVENUES														
Taxes	49,159,790	-	7,648,012	5,175,187	1,963,922	-	214,527	-	2,622,034	2,610,616	15,174	-	-	-
Licenses & Permits	1,521,159	-	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	5,755,962	928,359	-	-	-	712	-	-	-	-	-	-	-	-
Recreation Fees	1,139,760	-	-	238,318	-	360,429	-	-	-	-	-	-	-	-
Fines & Forfeitures	2,922,488	-	-	-	-	-	-	-	-	-	61,118	81,482	80,903	-
Transfers In/Miscellaneous	3,432,114	269,049	1,920,304	22,157	1,460,529	132,160	2,145	39,723	26,106	26,106	938	258	838	309
Intergovernmental Revenue	-	-	-	-	-	-	-	1,343,165	-	-	-	-	-	-
Water Sales	-	15,816,847	-	-	-	-	-	-	-	-	-	-	-	-
Sewer Sales	-	9,799,859	-	-	-	-	-	-	-	-	-	-	-	-
Capital Recovery	-	585,571	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	63,931,273	27,399,685	9,568,316	5,435,662	3,424,451	493,301	216,672	1,382,888	2,648,140	2,636,722	16,112	61,376	82,320	81,212
TOTAL RESOURCES	92,784,684	43,436,386	10,938,076	12,500,132	6,171,259	688,116	216,672	1,450,878	2,870,202	3,533,374	232,726	121,609	254,762	164,746
EXPENDITURES														
Non-Departmental	1,041,564	3,817,337	-	-	1,500,000	-	-	-	-	-	-	-	-	-
Mayor / Council	66,850	-	-	-	-	-	-	-	-	-	-	-	-	-
City Manager	1,000,311	-	-	60,500	-	-	-	-	-	-	-	-	-	-
Public Records	307,926	-	-	-	-	-	-	-	-	-	-	-	-	-
Legal	559,965	-	-	-	-	-	-	-	-	-	-	-	-	-
Police Department	20,065,891	-	-	-	-	-	-	233,234	2,121,902	-	-	-	-	-
Fire Department	16,381,725	-	-	-	-	-	-	200,000	922,662	-	-	-	-	-
Public Services	7,018,283	15,281,306	-	-	-	-	-	-	-	-	-	-	-	-
Parks & Leisure Services	6,154,664	-	-	2,240,570	-	490,819	-	-	-	15,000	-	-	-	-
Community Development	5,061,480	106,223	-	-	-	-	-	640,570	197,752	-	-	-	-	-
Finance	1,306,469	971,898	-	-	-	-	-	-	-	-	-	-	-	-
Human Resources	717,197	-	-	-	-	-	-	-	-	-	-	-	-	-
Comm Relations & Tourism	735,118	-	-	-	1,323,324	2,000	178,000	308,602	-	-	-	-	-	-
Economic Dev. & Planning	632,890	-	-	-	-	-	-	-	-	-	-	-	-	-
Infor. Technology Services	1,991,376	-	-	-	-	-	-	-	72,181	-	-	-	40,000	-
Municipal Court	889,564	-	-	-	-	-	-	-	-	-	59,613	42,320	81,186	-
Miscellaneous/Other	-	-	3,134,038	-	-	-	-	-	-	-	-	-	-	-
Debt Service	-	7,216,401	6,350,000	2,852,734	-	-	-	-	-	-	-	-	-	-
Debt Service (Reserve)	-	6,520	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	63,931,273	27,399,685	9,484,038	5,153,804	2,823,324	492,819	178,000	1,382,406	2,391,835	922,662	15,000	59,613	82,320	81,186
EXPENDITURES FROM FUND BALANCE														
One-Time Expenditures	2,135,415	20,490	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	1,324,806	3,387,463	-	20,600	-	-	-	-	-	-	-	-	-	-
TOTAL EXP. FROM FB	3,460,221	3,407,953	-	20,600	-	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	25,393,190	12,628,748	1,454,038	7,325,728	3,347,935	195,297	38,672	68,472	478,367	2,610,712	217,726	61,996	172,442	83,560
OPERATING RESERVE	9,589,691	4,109,953	-	1,030,761	-	-	-	-	478,367	184,532	-	-	-	-
EXCESS RESERVE	15,803,499	8,518,795	1,454,038	6,294,967	3,347,935	195,297	38,672	68,472	-	2,426,180	217,726	61,996	172,442	83,560

TOTAL CITY-WIDE OPERATING BUDGET FOR FY 2010-11: \$115,821,730.

OTHER OPERATING FUNDS								INTERNAL SERVICE FUNDS					Capital Improvement Projects
PD/FD Training	LEOSE	Old Town TIF	TIF #2	Comm. Activities	Asset Forfeiture (State)	Asset Forfeiture (Federal)	OPERATING TOTAL	Maint / Repl	Insurance Risk	Health Insurance	OPEB	INTERNAL SERVICE TOTAL	
99,847	10,013	1,116,405	22,059	90,066	99,429	604,694	60,028,005	3,788,050	6,467,349	139,729	2,854,850	13,249,978	144,420,418
-	-	508,140	73,057	-	-	-	69,990,459	-	-	-	-	-	-
-	-	-	-	-	-	-	1,521,159	-	-	-	-	-	-
26,270	-	-	-	-	-	-	6,711,303	-	-	7,820,769	-	7,820,769	-
-	-	-	-	-	-	-	1,738,507	-	-	-	-	-	-
-	-	-	-	-	-	-	3,145,991	-	-	-	-	-	-
47,355	21	5,308	91	370,316	19,208	113,272	7,888,307	3,750,720	1,482,150	1,370,800	441,600	7,045,270	7,199,101
-	-	-	-	-	-	-	1,343,165	-	-	-	-	-	-
-	-	-	-	-	-	-	15,816,847	-	-	-	-	-	-
-	-	-	-	-	-	-	9,799,859	-	-	-	-	-	-
-	-	-	-	-	-	-	585,571	-	-	-	-	-	-
73,625	21	513,448	73,148	370,316	19,208	113,272	118,541,168	3,750,720	1,482,150	9,191,569	441,600	14,866,039	7,199,101
173,472	10,034	1,629,853	95,207	460,382	118,637	717,966	178,569,173	7,538,770	7,949,499	9,331,298	3,296,450	28,116,017	151,619,519
-	-	-	-	-	-	-	6,358,901	-	-	-	-	-	-
-	-	-	-	-	-	-	66,850	-	-	-	-	-	-
-	-	-	-	-	-	-	1,060,811	-	-	-	-	-	4,308,268
-	-	-	-	-	-	-	307,926	-	-	-	-	-	-
-	-	-	-	-	-	-	559,965	-	-	-	-	-	-
6,921	2,855	-	-	-	35,000	433,663	22,899,466	-	-	-	-	-	1,607,802
76,652	-	-	-	-	-	-	17,581,039	-	-	-	-	-	99,685
-	-	-	-	-	-	-	22,299,589	-	-	-	-	-	51,125,768
-	-	-	-	-	-	-	8,901,053	-	-	-	-	-	3,153,702
-	-	-	-	-	-	-	6,006,025	-	-	-	-	-	73,465,671
-	-	-	-	-	-	-	2,278,367	-	-	-	-	-	-
-	-	-	-	-	-	-	717,197	-	-	61,052	-	61,052	49,299
-	-	-	-	359,907	-	-	2,906,951	-	-	-	-	-	102,800
-	-	-	-	-	-	-	632,890	-	-	-	-	-	395,737
-	-	-	-	-	-	-	2,103,557	150,678	-	-	-	150,678	1,548,175
-	-	-	-	-	-	-	1,072,683	-	-	-	-	-	-
-	-	-	-	-	-	-	3,134,038	3,518,935	1,452,682	8,109,934	368,800	13,450,351	-
-	-	508,767	-	-	-	-	16,927,902	-	-	-	-	-	-
-	-	-	-	-	-	-	6,520	-	-	-	-	-	-
83,573	2,855	508,767	-	359,907	35,000	433,663	115,821,730	3,669,613	1,452,682	8,170,986	368,800	13,662,081	135,856,907
-	-	-	-	-	-	-	2,155,905	21,950	-	-	-	21,950	-
-	-	-	-	-	-	-	4,732,869	-	1,000,000	-	-	1,000,000	-
-	-	-	-	-	-	-	6,888,774	21,950	1,000,000	-	-	1,021,950	-
89,899	7,179	1,121,086	95,207	100,475	83,637	284,303	55,858,669	3,847,207	5,496,817	1,160,312	2,927,650	13,431,986	15,762,612
-	-	-	-	-	-	-	-	-	-	-	-	-	-
89,899	7,179	1,121,086	95,207	100,475	83,637	284,303	55,858,669	3,847,207	5,496,817	1,160,312	2,927,650	13,431,986	15,762,612

General Fund

The General Fund is the City's largest and primary operating fund. It is used to account for all financial resources traditionally associated with City government, except those required to be accounted for in another fund. The General Fund accounts for basic City services such as police, fire, street maintenance, and parks and leisure services. The three primary sources of revenue for this fund are sales tax, property tax, and other taxes.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	32,008,366	26,768,341	26,957,682	29,320,039	28,853,411
REVENUES					
Property Taxes	21,047,460	20,344,719	20,853,481	20,884,927	21,521,977
Sales Tax	18,605,874	18,677,965	18,892,500	20,237,743	20,237,743
Other Taxes	6,841,307	7,838,823	7,417,099	7,598,251	7,400,070
Licenses & Permits	1,894,107	2,210,219	1,434,026	1,464,474	1,521,159
Charges For Services	5,522,540	5,493,682	5,470,824	5,642,922	5,755,962
Recreation	1,104,199	1,156,783	1,187,011	1,167,383	1,139,760
Fines & Forfeitures	2,946,204	2,752,315	2,814,067	2,817,704	2,922,488
Transfers In / Miscellaneous	3,307,581	3,858,607	3,292,429	3,174,179	3,432,114
Total Revenues	61,269,270	62,333,114	61,361,437	62,987,583	63,931,273
Total Resources	93,277,636	89,101,455	88,319,119	92,307,622	92,784,684
EXPENDITURES					
Non-Departmental	679,758	659,636	762,661	944,575	1,041,564
Mayor & Council	53,024	53,593	66,850	66,850	66,850
Administration	978,924	996,942	986,623	986,623	1,000,311
Public Records	345,939	357,062	385,531	384,715	307,926
Legal	590,966	583,476	541,273	536,701	559,965
Police Department	18,295,801	18,617,316	19,461,598	19,489,931	20,065,891
Fire Department	14,809,497	15,048,869	15,790,551	15,790,551	16,381,725
Public Services	6,716,469	5,841,704	6,216,464	6,220,997	7,018,283
Parks & Leisure Services	5,798,716	5,904,496	6,058,977	5,970,078	6,154,664
Community Development	4,648,834	4,475,934	4,890,148	4,825,041	5,061,480
Finance	1,211,779	1,258,681	1,273,910	1,261,152	1,306,469
Human Resources	710,231	681,626	710,810	694,831	717,197
Community Relations/Tourism	499,842	595,805	673,237	628,133	735,118
Economic Dev. & Planning	601,254	588,696	632,958	633,745	632,890
Information Technology	1,851,130	1,927,477	2,021,377	2,030,947	1,991,376
Municipal Court	815,772	829,640	888,469	886,576	889,564
Total Expenditures	58,607,936	58,420,954	61,361,437	61,351,446	63,931,273
Curr. Rev - Curr. Expend	2,661,334	3,912,160	-	1,636,137	-
Transfers Out	7,664,507	1,207,342	1,666,000	1,705,980	2,135,415
One-Time Expenditures	236,852	153,124	318,340	396,785	1,324,806
ENDING FUND BALANCE	26,768,341	29,320,035	24,973,342	28,853,411	25,393,190
OPERATING RESERVE	8,791,190	8,763,143	9,204,216	9,202,717	9,589,691
UNDESIGNATED RESERVE	17,977,150	20,556,892	15,769,126	19,650,694	15,803,499

General Fund

Fund (101)

Revenue Detail

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted	Budget vs. Adopted	Comments
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Property Taxes

Current-Real & Personal (311.01)	21,047,460	20,344,719	20,853,481	20,884,927	21,521,977	668,496	Based on .32289 O & M rate applied to the 2012 assessed value.
Total Property Taxes	21,047,460	20,344,719	20,853,481	20,884,927	21,521,977	668,496	

Sales Tax

Sales Tax (313.01)	18,599,319	18,609,373	18,809,972	20,155,215	20,155,215	1,345,243	Based on trend of current receipts so far this fiscal year compared to timing of receipts in prior fiscal years.
Castle Hills (313.02)	6,555	68,592	82,528	82,528	82,528	-	- based on two quarters received in FY 2011-12
Total Sales Tax	18,605,874	18,677,965	18,892,500	20,237,743	20,237,743	1,345,243	

Other Taxes

Delinquent (311.10)	108,597	47,399	31,830	239,661	47,399	15,569	Based on last year's actual amount.
Penalty & Interest (311.20)	134,644	108,818	91,507	132,077	108,818	17,311	Based on last year's actual amount.
Coserv (Gas & Elec) (312.01)	220,131	211,017	195,365	217,206	216,118	20,753	Based on actual receipts so far this year compared with prior year actual receipts at this time.
Texas New Mexico Power (312.02)	2,952,696	3,076,356	2,982,223	2,999,987	3,009,680	27,457	Based on actual receipts so far this year compared with prior year actual receipts at this time.
Txu / Oncor (312.03)	88,883	97,103	88,972	92,018	92,658	3,686	Based on average receipts last three fiscal years.
Atmos Energy (312.10)	729,196	636,786	669,512	625,447	626,404	(43,108)	Based on actual receipts so far this year compared with prior year actual receipts at this time.
Tele - Fiber Optics (312.21)	10,200	10,200	10,200	10,200	10,200	-	Based on current agreement.
Cable - Verizon (312.35)	586,027	699,482	610,488	716,526	708,004	97,516	Based on actual receipts so far this year compared with prior year actual receipts at this time.
Cable - Time Warner (312.36)	445,190	517,864	516,271	364,633	364,633	(151,638)	Based on actual receipts so far this year compared with prior year actual receipts at this time.
At&T Video Service (312.37)	8,280	8,484	8,537	8,537	8,434	(103)	Based on average receipts last three fiscal years.
P.I.L.O.T. - Water/Sewer (312.40)	511,116	1,109,113	1,005,232	1,038,068	1,050,678	45,446	Based on 4% of water and sewer sales amounts.
Water/Sewer Franchise Fee (312.41)	-	277,278	251,308	259,517	262,670	11,362	Equals 1% of water and sewer sales amounts.
Mixed Drink (313.10)	410,485	409,056	432,682	361,074	361,074	(71,608)	Decreased due to changes in State law limiting the amount of receipts the State retains.
Telephone Franchises (314.01)	635,861	629,867	522,972	533,300	533,300	10,328	Based on current receipts.
Total Other Taxes	6,841,307	7,838,823	7,417,099	7,598,251	7,400,070	(17,029)	

Licenses & Permits

Licenses (321.10)	62,548	46,460	35,258	35,258	35,258	-	Staff anticipates no significant change in revenue during FY 12/13.
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Building (322.01)	243,175	441,027	212,886	212,886	235,978	23,092	Revenue projections are based on actual projects of record.
Electric (322.02)	41,907	16,049	11,000	11,000	11,000		- Staff anticipates no significant change in revenue during FY 12/13.
Sign (322.03)	27,371	20,634	26,257	13,929	13,929	(12,328)	Recent City Council action is eliminating and/or decreasing temporary signage has resulted in a decrease in permit applications.
Garage Sales (322.04)	3,510	3,600	3,500	3,500	3,500		- Staff anticipates little or no change in revenue in FY 12/13.
Alarm (322.05)	365,127	368,930	367,000	347,887	357,000	(10,000)	Based on current collection trend
Plumbing (322.06)	46,726	29,594	24,489	24,489	24,489		- Staff anticipates little or no change in revenue in FY 12/13.
Mechanical (322.07)	56,298	19,282	10,000	23,040	23,040	13,040	Based on current receipts.
Fence (322.08)	10,256	27,795	13,813	17,514	17,514	3,701	Staff anticipates little or no change in revenue in FY 12/13.
Zoning/Sub (322.09)	36,343	31,103	26,000	38,994	35,480	9,480	Based on current economic climate and actual receipts in FY 11-12.
Food Handlers (322.10)	61,915	61,550	64,310	64,310	63,098	(1,212)	Staff anticipates little or change in projected revenues.
Off Prem Alcohol Permits (322.11)	1,410	-	-	-	-		- The City is no longer able to collect this fee.
Fire Prevention Permits (322.12)	33,466	48,112	37,197	25,283	25,283	(11,914)	No changes in revenue are anticipated for FY 12/13.
Natural Gas Well (322.13)	280,000	70,000	-	10,000	10,000	10,000	Staff does not foresee any additional gas well permits in FY 12/13.
Gas Well Inspections (322.14)	-	-	20,475	5,850	5,850	(14,625)	There are currently six (6) gas well pad sites at \$975.00 per site.
Plan Check (323.01)	110,435	194,319	106,443	106,443	117,989	11,546	Revenue projections are based on actual projects of record.
Engineering Insp Fees (323.02)	52,176	100,309	45,200	60,392	61,075	15,875	Revenue projections are based on actual projects of record.
Fire Occupancy Inspection (323.03)	166,185	176,438	140,374	158,842	192,155	51,781	Based on additional inspector hired for FY 2012-13.
After Hours Inspections (323.04)	8,505	5,715	5,000	5,000	6,406	1,406	Based on average of prior three years.
Abnd Vehicle Tow/Auction (323.07)	14,650	21,273	20,500	11,228	11,228	(9,272)	Based on current year receipts as we are under a new contract.
Multi-Family Inspections (323.11)	143,275	122,425	123,020	123,050	129,583	6,563	Based on three year avrage.
Health Service Fees (323.12)	128,830	131,073	141,304	141,304	141,304		- Staff does not anticipate any drastic changes in revenue in FY 12/13.
Gas Well Road Repair (323.14)	-	274,531	-	24,275	-		- Staff does not foresee any additional gas well permits in FY 12/13.
Total Licenses & Permits	1,894,107	2,210,219	1,434,026	1,464,474	1,521,159	87,133	

Charges For Services

Electronic Plan Review (323.01)	-	-	-	5,343	10,686	10,686	Staff anticipates approximately 27% of plan reviews to be done electronically in FY 12/13. (Electronic Submittal Fee for electronic plan reviews)
Elect Plan Revw Conv Fee (323.01)	-	-	-	8,170	16,340	16,340	Staff anticipates approximately 27% of plan reviews to be done electronically in FY 12/13. (Convenience fee for electronic plan review reviews)
Row Usage - Gas Wells (323.15)	-	-	70,000	83,333	80,000	10,000	8 gas well replated pipline crossings @ \$10,000 each
Credit Card Convenience (340.11)	6,023	7,361	6,908	6,908	6,908		- Based on current year receipts.
Commercial Pool Class Reg (340.12)	2,880	2,650	2,200	2,200	2,200		- Staff anticipates little or no change in pool class registration in FY 12-13.
Equip Rentals-City Owned (345.05)	-	6,564	-	-	-		- Revenue has moved into the Community Activities Fund.
Personnel Reimbursement (345.07)	-	240	-	-	-		- Revenue has moved into the Community Activities Fund.

On-Line (353.02)	6,895	7,865	7,000	9,831	9,831	2,831	On-line police reports are used more and more each year.
Ambulance Fees (353.05)	1,400,727	1,422,878	1,606,490	1,664,767	1,664,767	58,277	Based on current year activity.
Ambulance/Fire Contracts (353.06)	57,698	58,056	58,056	54,728	64,729	6,673	Fixed fees from Denton Co. are currently \$10,000 for Fire Contract and \$54,729 for EMS Contract.
Castle Hills Police (353.07)	170,193	135,265	106,183	133,218	133,218	27,035	Based on current agreement.
M. Court Fees (353.08)	118,640	110,847	106,741	110,656	111,250	4,509	Based on overall increase in Court fine estimates.
Castle Hills Fire (353.09)	217,750	231,829	231,829	231,829	231,829	-	Based on current agreement.
County Fire Pledge (353.11)	10,000	10,000	10,000	10,000	10,000	-	Based on current agreement with Denton County.
County Library Allotment (354.01)	94,900	93,148	90,000	82,517	80,228	(9,772)	Denton County Library Advisory Board FY2012-2013 funding request submitted to Denton County .
Total Charges For Services	5,522,540	5,493,682	5,470,824	5,642,922	5,755,962	285,138	

Recreation

Art/Event Facility Rental (345.03)	-	49,789	50,000	50,000	50,000	-	MCL Grand revenue based on current year activity. After the \$50,000 is met, the remaining revenue goes into the Community Activities Fund.
Laundry - Campground (362.01)	7,702	6,654	7,242	5,668	5,668	(1,574)	Based on current year activity.
Recreation Center (362.02)	72,059	73,340	68,871	75,650	76,650	7,779	Based on current year activity.
Athletic Fields (362.04)	960	5,845	4,000	5,268	5,268	1,268	Based on current year activity.
Facility & Pavilin Rental (362.05)	47,405	46,035	48,653	40,189	40,189	(8,464)	Based on current year activity.
Lake Park Picnic Rentals (362.06)	5,125	4,825	4,843	4,843	4,843	-	Based on current year activity.
Senior Center Rentals (362.07)	7,484	7,651	7,495	8,960	8,960	1,465	Based on current year activity.
Campground (362.08)	219,524	221,843	222,795	229,988	229,988	7,193	Based on current year activity.
Park Entrance Fees (362.09)	241,021	248,560	266,344	248,560	248,560	(17,784)	Based on current year activity.
Recreation Particip. Fees (362.10)	83,912	76,571	82,761	82,761	57,948	(24,813)	Based on current year activity.
Rental Property Revenue (362.11)	500	377	500	250	250	(250)	Based on current year activity.
Lake Park Golf Course (363.01)	111,395	127,387	125,000	125,000	127,387	2,387	Based on prior fiscal year totals.
Sneaky Pete's Concessions (363.02)	88,360	76,829	88,000	88,000	76,829	(11,171)	Based on prior fiscal year totals.
Eagle Point Marina (363.03)	126,452	125,435	125,000	120,083	125,435	435	Based on prior fiscal year totals.
Fishing Barge (363.04)	3,247	3,011	3,000	3,000	3,086	86	Based on average of prior fiscal years.
The Slalom Shop (363.05)	82,466	70,289	73,257	73,257	70,289	(2,968)	Based on prior fiscal year totals.
Danny Wilson Enterprises (363.06)	746	609	750	750	850	100	Based on recent activity in account.
Misc Sub-Concessions (363.09)	5,711	11,502	8,500	5,000	7,404	(1,096)	Based on current year activity.
Charlotte's Cleaning (363.10)	-	144	-	32	32	32	Based on current year activity.
Michael Hildebrandt (363.11)	130	86	-	124	124	124	Based on current year activity.
Total Recreation	1,104,199	1,156,783	1,187,011	1,167,383	1,139,760	(47,251)	

Fines & Forfeitures

Court Fines (381.01)	1,521,752	1,458,757	1,484,199	1,519,463	1,545,212	61,013	Based on current year activity.
Warrant & Other Fees (381.02)	979,523	920,194	924,279	929,234	1,007,116	82,837	Based on one additional Warrant Officer added in FY 12-13.
Child Safety (381.03)	53,918	40,720	40,776	52,400	53,109	12,333	Based on current year activity.
Time Payment Fees (381.04)	46,764	40,989	45,820	40,007	41,594	(4,226)	Based on current and prior year activity.
Teen Court (381.05)	36,656	23,557	24,027	31,668	32,350	8,323	Based on current usage by the Town of Flower Mound.
Library Fines (381.06)	77,896	76,033	71,719	73,517	70,754	(965)	Relatively flat with budget 11-12.
City Auction (381.07)	123	-	-	-	-	-	Revenue is placed in Maintenance and Replacement Fund.

County Fee - Child Safety (381.08)	124,192	96,609	124,192	96,609	96,609	(27,583) Based on final amount received in FY 2010-11 as FY 2011-12 has not been received yet.
State Juror Reimburse Fee (381.09)	12,387	11,666	-	10,728	11,666	11,666 Based on final amount received in FY 2010-11.
Motor Carrier Fines (381.10)	92,993	83,791	99,055	64,078	64,078	(34,977) Based on current year activity.
Total Fines & Forfeitures	2,946,204	2,752,315	2,814,067	2,817,704	2,922,488	108,421

Transfers In / Miscellaneous

First Time Homebuyers (365.04)	-	-	4,000	480	1,500	(2,500) Estimate donations for 2012-2013
Interest (391.01)	175,595	72,506	122,381	97,078	140,743	18,362 Slight increase in interest rate being received.
Discounts Taken (392.01)	1,440	1,738	-	-	1,589	1,589 Based on current year activity.
Cash Short/Over (392.02)	525	(187)	-	-	-	- Not a budgeted account.
Sro Joint Venture Lisd (392.03)	184,010	145,596	232,252	268,216	240,623	8,371 LISD portion of half salary and benefits of 5 SROs. Estimate only.
Proj. Eng. Allocation (392.04)	-	-	155,740	-	155,740	- No increase anticipated in bond engineering project allocations.
Radio Service Contracts (392.05)	40,956	51,194	51,522	51,522	51,522	- COPPELL = □16,819.20 FLOWER MOUND = □12,614.40 HIGHLAND VILLAGE = □6,167.04 LAKE CITIES FIRE = □0.00 LAKE DALLAS PD = □1,521.76 TOTAL = □37,122.40 Tower lease revenue \$14,400
Vandalization Restitution (392.06)	6,205	3,452	5,460	3,452	4,300	(1,160) Adjusted based on historical and current trends.
4B Admin Allocation (392.07)	60,000	60,000	60,000	60,000	60,000	- G & A charge to 4B fund.
Bulletproof Vest Program (392.09)	12,453	-	-	-	-	- Program is not anticipated to be funded this year.
Jail Phone Commission (392.10)	3,503	3,101	3,500	6,752	6,752	3,252 Based on current year activity.
Kiosk Signs (392.12)	3,028	1,760	3,000	1,320	1,320	(1,680) Revenue is anticipated to continue to decline in FY 12/13 based on lack of interest for this type of advertising.
Public Copier (392.13)	17,807	18,486	18,000	16,170	16,170	(1,830) Based on current public use of copiers
Radio Rebanding Reimburse (392.20)	-	-	-	175	-	- No revenue is anticipated from this source for the FY 2012-13.
Fair/Mkt Value On Investm (392.80)	(98,775)	41,122	-	-	-	- Unstable source of revenue.
Other Services & Charges (392.90)	22,459	22,050	17,258	22,050	22,186	4,928 Average of prior fiscal years. Used to account for county fire calls primarily.
Other Misc. Revenue (392.99)	118,575	218,111	137,466	163,910	163,910	26,444 Accounts for misc. revenue but primarily credit card rebates.
Transfers In (398.01)	1,560	748,548	-	1,204	60,000	60,000 G & A charge to the Crime Control and Fire Services District Funds (\$30,000 each).
Indirect Cost Reimburse. (398.03)	2,679,340	2,367,227	2,390,899	2,390,899	2,414,808	23,909 1% increase in FY 2012-13 projected indirect cost reimbursement as calculated in FY 2010-11.
Security Fee Transfer (398.04)	38,901	38,901	33,513	33,513	33,513	- Allocation remains the same for FY 2012-13.
Tech Fund Interns Trf (398.08)	40,000	40,000	40,000	40,000	40,000	- Allocation remains the same for FY 2012-13.
Juv Case Mgr Fund Transf. (398.09)	-	25,000	17,438	17,438	17,438	- Allocation remains the same for FY 2012-13.
Total Transfers In / Miscellaneous	3,307,581	3,858,607	3,292,429	3,174,179	3,432,114	139,685
Total Fund	61,269,270	62,333,114	61,361,437	62,987,583	63,931,273	2,569,836

Water & Sewer Fund

The Utility Fund accounts for the City's water and wastewater utility operations. The utility fund is a proprietary fund that operates like a business and is self-sufficient. This means that the cost of providing services to citizens is financed or recovered through user fees. Water and Sewer sales comprise 92 percent of the fund's total revenue. Debt service reflected below is different from the scheduled debt service payments due to bond covenants that require monthly installments of the upcoming principle and interest payments.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	14,549,911	16,845,208	16,632,469	18,937,899	16,036,701
REVENUES					
Water Sales	15,252,105	17,211,955	15,057,251	15,631,429	15,816,847
Sewer Sales	9,577,244	9,873,924	9,522,996	9,699,814	9,799,859
Charges for Services	689,597	368,021	298,279	306,685	306,664
Wholesale Sewer Sales	694,314	622,931	633,547	620,459	621,695
Capital Recovery	881,264	1,272,495	1,032,344	1,032,344	585,571
Miscellaneous & Other	(57,142)	86,164	116,372	101,359	134,746
Transfers In	-	-	132,973	-	134,303
Total Revenues	27,037,381	29,435,491	26,793,762	27,392,090	27,399,685
Total Resources	41,587,292	46,280,699	43,426,231	46,329,989	43,436,386
EXPENDITURES					
Non-Departmental	3,198,084	5,025,391	3,792,937	3,822,937	3,817,337
Public Services	13,676,664	14,732,658	14,672,323	14,771,216	15,281,306
Community Development	96,490	102,077	102,268	101,935	106,223
Finance	820,605	936,793	970,450	933,463	971,898
Debt Service	6,711,489	6,087,427	7,222,682	7,222,682	7,216,401
Debt Service Reserve	(676,476)	56,824	33,102	33,102	6,520
Total Expenditures	23,826,857	26,941,169	26,793,762	26,885,335	27,399,685
Curr. Rev - Curr. Expend	3,210,525	2,494,321	-	506,755	-
One-Time Expenditures	-	-	20,490	20,490	-
Transfers Out	915,228	401,637	3,387,463	3,387,463	1,598,462
ENDING FUND BALANCE	16,845,208	18,937,892	13,224,516	16,036,701	14,438,239
OPERATING RESERVE	3,574,028	4,041,175	4,019,064	4,032,800	4,109,953
UNDESIGNATED RESERVE	13,271,179	14,896,717	9,205,452	12,003,901	10,328,286

Utility Fund

Fund (402)

Revenue Detail

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted	Budget vs. Adopted Comments
Water Sales						
Water Sales (347.70)	15,252,105	17,211,955	15,057,251	15,631,429	15,816,847	759,596 based on normalized year.
Total Water Sales	15,252,105	17,211,955	15,057,251	15,631,429	15,816,847	759,596
Sewer Sales						
Sewer Services (348.01)	9,577,244	9,873,924	9,522,996	9,699,814	9,799,859	276,863 based on normalized year.
Total Sewer Sales	9,577,244	9,873,924	9,522,996	9,699,814	9,799,859	276,863
Charges for Services						
Credit Card Convenience (340.11)	66,590	4,222	-	-	-	- As of FY 2011-12, no longer tracked as a revenue.
Envirmental Assessments (341.01)	-	-	7,800	3,500	104	(7,696) Based on actual billing.
Water Reconnect Charge (347.05)	66,903	89,325	73,921	73,921	76,716	2,795 Based on current year activity.
Water Samples (347.06)	92,651	105,740	104,000	104,000	104,000	- On target with current year projections.
Water Taps (347.30)	26,060	33,562	34,295	26,060	26,060	(8,235) Based on current year activity.
Effluent Sewer Sales (347.90)	11,928	19,016	14,257	14,602	15,182	925 Based on current year activity.
Sewer Taps (348.40)	1,110	1,665	1,150	1,710	1,710	560 Based on current year activity.
Sewer Main Extension Fee (348.70)	291,693	33,958	-	-	-	- This account tracks one time fees not included in the operating budget.
Industrial Waste Surcharge (348.80)	132,662	80,534	62,856	82,892	82,892	20,036 Based on current year activity.
Total Charges for Services	689,597	368,021	298,279	306,685	306,664	8,385
Wholesale Sewer Sales						
Wholesale Sewer Sales (348.90)	694,314	622,931	633,547	620,459	621,695	(11,852) Trending more in line with prior fiscal year actual amounts.
Total Wholesale Sewer Sales	694,314	622,931	633,547	620,459	621,695	(11,852)
Capital Recovery						
Water Capital Recovery (349.70)	574,813	921,193	665,568	665,568	370,009	(295,559) Revenue projections are based on actual projects of record.
Sewer Capital Recovery (349.80)	306,451	351,302	366,776	366,776	215,562	(151,214) Revenue projections are based on actual projects of record.
Total Capital Recovery	881,264	1,272,495	1,032,344	1,032,344	585,571	(446,773)
Miscellaneous & Other						
Stormwater Inspection Fee (340.14)	7,600	7,730	8,377	3,500	8,890	513 Based on current year activity.
Premium Activation Fee (340.15)	-	-	-	6,380	6,380	6,380 New fee in 2011-12. Estimate for FY 2012-13 is based on the current year activity.

Interest (391.01)	(15,350)	57,159	99,795	63,680	91,677	(8,118) Increase from current year activity is projected, however, this is still a decrease from last year's budgeted amount.
Discounts Taken (392.01)	319	182	-	-	-	- Not a reliable source of revenue.
Cash Short/Over (392.02)	(1)	0	-	-	-	- Not a reliable source of revenue.
Fair/Mkt Value On Investm (392.80)	(56,559)	20,943	-	-	-	- Not a reliable source of revenue.
Other Services & Charges (392.90)	(1,315)	(5,110)	-	-	-	- Not a reliable source of revenue.
Other Misc. Revenue (392.99)	8,164	5,261	8,200	27,799	27,799	19,599 Based on current year activity.
Total Miscellaneous & Other	(57,142)	86,164	116,372	101,359	134,746	18,374

Transfers In

Transfers In (398.01)	-	-	132,973	-	134,303	1,330 1% increase in current FY 2011-12 project engineer allocation.
Total Transfers In	-	-	132,973	-	134,303	1,330

Total Fund	27,037,381	29,435,491	26,793,762	27,392,090	27,399,685	605,923
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Debt Service

The Debt Service Fund's purpose is to provide for principal and interest payments for the City's General Obligation Bonds. Revenues and expenditures will vary each year in relation to the timing of issuance and the schedule of repayments.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	2,159,110	1,575,725	1,199,930	1,270,236	1,369,760
<u>REVENUES</u>					
Property Taxes: Current/Real & Personal	7,766,125	7,392,122	7,357,507	7,588,404	7,591,708
Property Taxes: Delinquent	44,106	18,433	19,812	89,434	18,433
Property Taxes: Penalty & Interest	51,587	37,871	42,208	42,208	37,871
Interest	25,016	4,183	4,800	12,075	9,842
Fair Market Value on Investments	(6,640)	2,725	-	-	-
Other Miscellaneous Revenue	-	1,220,003	219,567	-	228,189
Arbitrage Rebate Refund	-	24,199	-	-	-
Proceeds from Refunding Bonds	2,565,000	1,605,000	-	-	-
Premiums on Bonds Sold	-	24,898	-	-	-
Transfers In	70,438	170,912	1,062,978	997,630	1,682,273
Total Revenues	10,515,632	10,500,346	8,706,872	8,729,751	9,568,316
Total Resources	12,674,742	12,076,071	9,906,802	9,999,987	10,938,076
<u>EXPENDITURES</u>					
Principal Debt Service	5,695,000	6,590,000	6,325,000	6,325,000	6,350,000
Bond Issuance Costs	68,303	46,605	-	-	-
Interest & Agent Fees	2,780,714	2,558,384	2,305,227	2,305,227	3,134,038
Payment to Bond Agent	2,555,000	1,610,846	-	-	-
Total Expenditures	11,099,017	10,805,835	8,630,227	8,630,227	9,484,038
Curr. Rev - Curr. Expend	(583,385)	(305,488)	76,645	99,524	84,278
ENDING FUND BALANCE	1,575,725	1,270,237	1,276,575	1,369,760	1,454,038

Hotel / Motel Tax Fund

The Hotel Motel Tax Fund accounts for the expenditure of revenues accumulated through a 7% charge on room occupancy at Lewisville hotels and motels. Funds are used to promote tourism through cultural arts, visitors' bureau functions and special events. The City has an agreement with the Hilton Garden Inn which provides for a reimbursement of a portion of the management fees paid by the Hilton Garden Inn in the amount of \$1,750,000 in 2012 and \$2,000,000 in 2016.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	1,976,036	2,146,823	2,028,486	2,368,626	2,746,808
<u>REVENUES</u>					
Hotel Occupancy Taxes	1,551,355	1,862,191	1,733,995	1,973,922	1,963,922
Interest & Miscellaneous	(262,124)	(291,186)	(291,886)	(290,912)	1,460,529
Transfers In	-	-	-	34,823	-
Total Revenues	1,289,231	1,571,005	1,442,109	1,717,833	3,424,451
Total Resources	3,265,267	3,717,828	3,470,595	4,086,459	6,171,259
<u>EXPENDITURES</u>					
Non-Departmental	14,464	14,424	-	-	1,500,000
Community Relations/Tourism	949,149	993,911	1,099,866	1,123,073	1,079,653
Arts Promotion	154,831	154,831	154,831	154,831	154,831
Arts Activity Center	-	65,217	61,747	61,747	88,840
Total Expenditures	1,118,444	1,228,383	1,316,444	1,339,651	2,823,324
Curr. Rev - Curr. Expend	170,787	342,622	125,665	378,182	601,127
One-Time Expenditures	-	120,818	-	-	-
ENDING FUND BALANCE	2,146,823	2,368,627	2,154,151	2,746,808	3,347,935

Recreation Fund

The Recreation Activity Fund accounts for revenues and expenses associated with City sponsored recreation classes and MCL Grand art classes as well as softball, basketball, and volleyball leagues.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	280,074	289,220	255,220	249,145	194,815
<u>REVENUES</u>					
General Recreation Activities	13,173	14,737	17,000	22,429	22,429
Rec. Center Class Fees	280,447	222,742	287,755	189,414	245,000
Sen. Center Class Fees	41,120	30,664	30,000	26,064	32,000
Softball League Fees	34,100	35,380	37,000	37,000	37,000
Basketball League Fees	7,200	2,100	6,500	4,500	4,500
Swim Team Fees	22,380	18,018	18,000	9,000	17,500
Charges for Services	593	653	500	712	712
Interest & Miscellaneous	2,793	2,577	4,720	52,209	132,160
Arts & Events Classes	-	1,604	1,400	2,808	2,000
Total Revenues	401,806	328,474	402,875	344,136	493,301
Total Resources	681,880	617,694	658,095	593,281	688,116
<u>EXPENDITURES</u>					
Parks & Leisure Services	370,831	343,550	400,275	341,536	489,619
Library	-	-	1,200	1,200	1,200
Community Relations	-	-	1,400	1,400	2,000
Total Expenditures	370,831	343,550	402,875	344,136	492,819
Curr. Rev - Curr. Expend	30,975	(15,076)	-	-	482
One-Time Expenditures	21,829	25,000	54,330	54,330	-
ENDING FUND BALANCE	289,220	249,144	200,890	194,815	195,297

PEG PROGRAMMING FUND

The PEG fund is new for 2012-13. Cable providers pay a franchise fee based on 5% of gross revenues. Cities are able to negotiate a fee from the cable provider to support Public, Educational and Governmental cable channels. Lewisville began collecting this fee in mid FY 2011-12.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-12 Estimate	2012-13 Adopted
BEGINNING FUND BALANCE					-
<u>REVENUES</u>					
Other Taxes	-	-	-	-	214,527
Interest/Misc	-	-	-	-	2,145
Total Revenues	-	-	-	-	216,672
Total Resources	-	-	-	-	216,672
<u>EXPENDITURES</u>					
Community Relations	-	-	-	-	178,000
Total Expenditures	-	-	-	-	178,000
Curr. Rev - Curr. Expend	-	-	-	-	38,672
ENDING FUND BALANCE	-	-	-	-	38,672

Grant Fund

The Grant Fund accounts for revenues received through intergovernmental grants and expenditures related to those grant specific projects. The fund receives revenue through Federal, State and local sources and matching contributions from the City.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	77,879	75,031	124,805	73,843	67,990
REVENUES					
Federal Grants	1,645,567	1,121,639	735,725	2,130,145	962,183
State Grants	480,059	134,826	431,122	477,680	380,982
Interest & Miscellaneous	183	85,697	625	628	4,887
Transfers In	46,164	80,134	101,295	101,295	34,836
Fire: Wildfire Assistance	196,307	40,728	-	-	-
Econ Dev: Development: Misc. Grants	79	114,971	-	36,593	-
Total Revenues	2,368,359	1,577,995	1,268,767	2,746,341	1,382,888
Total Resources	2,446,238	1,653,026	1,393,572	2,820,184	1,450,878
EXPENDITURES					
Police: Traffic Safety	77,807	44,139	77,974	77,974	79,250
Police: STEP / CIOT	8,278	8,694	6,000	6,000	5,896
Police: Victims Assistance	92,919	94,065	92,249	92,249	-
Police: Family Violence	-	96,627	97,027	97,027	101,535
Police: Local Law Enforce. Block Grant	23,704	23,606	16,320	16,320	15,029
Police: TXDOT DWI Enforcement	5,639	8,653	7,394	10,076	9,636
Police: Homeland Security	193,610	27	-	20,865	-
Police: Tobacco Education & Prevention	4,000	3,000	4,000	4,000	-
Police: ARRA	742,233	25,270	-	-	-
Police: Sex Offender Grant	-	-	-	26,876	21,504
Fire: Homeland Security	19,926	38,416	-	228,134	-
Fire: Wildfire Assistance	206,044	217,339	200,000	200,000	200,000
Fire: 2009 UASI	89,433	75,470	-	11,664	-
Fire: 2011 UASI	-	-	-	230,633	-
Comm Development: CDBG	416,586	579,328	780,352	1,339,718	640,570
PALS: Loan Star Library Grant	29,634	24,137	-	12,293	-
Police: Step/DWI	798	649	1,170	1,170	384
Econ Dev: TxDOT Old Town Plaza	265,645	(265,645)	-	-	-
Econ Dev: EPA	4,698	48,817	-	153,508	137,508
Econ Dev: EPA Hazmat	1,945	17,984	-	187,094	171,094
Econ Dev: Development: Misc. Grants	188,307	538,608	-	36,593	-
Total Expenditures	2,371,207	1,579,183	1,282,486	2,752,194	1,382,406
Curr. Rev - Curr. Expend	(2,848)	(1,188)	(13,719)	(5,853)	482
ENDING FUND BALANCE	75,031	73,843	111,086	67,990	68,472

CRIME CONT/PREV DISTRICT

This fund is a new fund for FY 2012-13. A creation election for the Crime Control and Prevention District was approved by voters November 2011 allowing for the collection of a one-eighth of one percent sales tax.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE					222,062
<u>REVENUES</u>					
Sales Tax	-	-	-	1,259,701	2,622,034
Transfers In / Miscellaneous	-	-	-	12,597	26,106
Total Revenues	-	-	-	1,272,298	2,648,140
Total Resources	-	-	-	1,272,298	2,870,202
<u>EXPENDITURES</u>					
Police Department	-	-	-	847,564	2,121,902
Community Development	-	-	-	164,201	197,752
ITS	-	-	-	38,471	72,181
Total Expenditures	-	-	-	1,050,236	2,391,835
Curr. Rev - Curr. Expend	-	-	-	222,062	256,305
ENDING FUND BALANCE	-	-	-	222,062	478,367
OPERATING RESERVE	-	-	-	210,047	478,367
UNDESIGNATED RESERVE	-	-	-	12,015	-

FIRE SERVICES DISTRICT

This fund is a new fund for FY 2012-13. A creation election for the Fire Services District was approved by voters November 2011 allowing for the collection of a one-eighth of one percent sales tax.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-12 Estimate	2012-13 Adopted
BEGINNING FUND BALANCE					896,652
<u>REVENUES</u>					
Sales Tax	-	-	-	1,259,701	2,610,616
Transfers In / Miscellaneous	-	-	-	12,597	26,106
Total Revenues	-	-	-	1,272,298	2,636,722
Total Resources	-	-	-	1,272,298	3,533,374
<u>EXPENDITURES</u>					
Fire Department	-	-	-	375,646	922,662
Total Expenditures	-	-	-	375,646	922,662
Curr. Rev - Curr. Expend	-	-	-	896,652	1,714,060
ENDING FUND BALANCE	-	-	-	896,652	2,610,712
OPERATING RESERVE	-	-	-	75,129	184,532
UNDESIGNATED RESERVE	-	-	-	821,523	2,426,180

Waters Ridge PID Fund

The Lewisville Public Improvement District No.1 (PID) is a designated geographic area comprised of approximately 300 acres of land in the Waters' Ridge Business Park. Resolution No. 2078-1-96 was passed by City Council in 1996, authorizing the creation of the Waters Ridge Public Improvement District #1. This fund accounts for resources raised for infrastructure improvements funded through a special assessment of the ad valorem tax. The assessment is \$50 per acre.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	191,211	204,137	210,601	215,634	216,614
<u>REVENUES</u>					
Taxes	15,108	15,207	15,108	15,174	15,174
Interest & Miscellaneous	1,078	870	535	806	938
Total Revenues	16,186	16,077	15,643	15,980	16,112
Total Resources	207,397	220,214	226,244	231,614	232,726
<u>EXPENDITURES</u>					
Administration	3,260	-	-	-	-
Economic Dev & Planning	-	4,580	-	-	-
Parks & Leisure Services	-	-	15,000	15,000	15,000
Total Expenditures	3,260	4,580	15,000	15,000	15,000
Curr. Rev - Curr. Expend	12,926	11,497	643	980	1,112
ENDING FUND BALANCE	204,137	215,634	211,244	216,614	217,726

Court Security Fund

The Municipal Court Security Fund has revenues from specific fees attached to fines and must be used for court security purposes. The Security Fund pays for the cost of a security guard (weapons check) at each court session, part of the bailiff position, and occasionally buys special equipment.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	78,624	58,321	53,558	58,026	60,233
<u>REVENUES</u>					
Fees	63,871	59,599	59,613	60,837	61,118
Interest & Miscellaneous	225	242	214	183	258
Total Revenues	64,096	59,842	59,827	61,020	61,376
Total Resources	142,720	118,163	113,385	119,046	121,609
<u>EXPENDITURES</u>					
Municipal Court	84,399	60,136	59,613	58,813	59,613
Total Expenditures	84,399	60,136	59,613	58,813	59,613
Curr. Rev - Curr. Expend	(20,303)	(295)	214	2,207	1,763
ENDING FUND BALANCE	58,321	58,026	53,772	60,233	61,996

Community Activities

This fund accounts for donations and sponsorships related to economic development agreements and activities as well as various donations and sponsorships related to special events and MCL Grand Theater activities.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE		-	135,000	-	90,066
<u>REVENUES</u>					
ED Agreements	-	-	62,000	56,500	58,500
Special Events Sponsors	-	-	83,975	73,975	79,975
MCL Grand Sponsors	-	-	74,300	95,000	90,000
MCL Grand	-	-	59,725	63,000	58,967
Special Events	-	-	52,877	74,395	81,830
Transfers In/Misc.	-	-	-	103,148	1,044
Total Revenues	-	-	332,877	466,018	370,316
Total Resources	-	-	467,877	466,018	460,382
<u>EXPENDITURES</u>					
Economic Development	-	-	30,000	5,000	-
Special Events	-	-	120,569	190,569	216,700
MCL Grand	-	-	179,683	180,383	143,207
Total Expenditures	-	-	330,252	375,952	359,907
Curr. Rev - Curr. Expend	-	-	2,625	90,066	10,409
ENDING FUND BALANCE	-	-	137,625	90,066	100,475

Fire & Police Training

This fund was established in FY 2002/03 to allocate revenue from training tower rentals to ongoing maintenance of the facility. In FY 2006/07, firearms simulator rentals and maintenance costs were added for the police department. The fund also accounts for various police and fire donations.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	31,983	50,729	47,160	59,086	99,847
<u>REVENUES</u>					
Police Donations	-	-	15,000	5,482	2,000
Fire Donations	-	-	43,700	38,300	38,852
Fire Department	-	-	-	12,000	6,000
Fire Training / Rentals	17,372	8,893	12,000	9,193	24,000
Police Training / Rentals	7,135	3,116	7,070	2,270	2,270
Interest & Miscellaneous	1,163	1,281	1,189	60,114	503
Total Revenues	25,670	13,290	78,959	127,359	73,625
Total Resources	57,653	64,019	126,119	186,445	173,472
<u>EXPENDITURES</u>					
Fire Department	5,925	4,283	55,700	67,700	76,652
Police Department	1,000	650	18,898	18,898	6,921
Total Expenditures	6,925	4,933	74,598	86,598	83,573
Curr. Rev - Curr. Expend	18,745	8,357	4,361	40,761	(9,948)
ENDING FUND BALANCE	50,728	59,086	51,521	99,847	89,899

LEOSE Fund

The Law Enforcement Officers Standards and Education (LEOSE) fund accounts for grant revenue received from the Comptroller's Office exclusively for the training of police officers. Uses can include materials, classes, registration costs, etc.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	13,124	11,480	7,007	9,321	10,013
<u>REVENUES</u>					
Grant	9,966	9,431	10,000	10,000	-
Interest & Miscellaneous	66	39	28	21	21
Total Revenues	10,032	9,470	10,028	10,021	21
Total Resources	23,156	20,950	17,035	19,342	10,034
<u>EXPENDITURES</u>					
Police Department	11,676	11,629	11,985	9,329	2,855
Total Expenditures	11,676	11,629	11,985	9,329	2,855
Curr. Rev - Curr. Expend	(1,644)	(2,159)	(1,957)	692	(2,834)
ENDING FUND BALANCE	11,480	9,321	5,050	10,013	7,179

TIRZ NO. 2

The TIRZ #2 was established in October, 2008 and is comprised of 427 acres near I35E and SH121 (NW corner). The tax increment base (the value of the properties in the zone as of October, 2008) is \$9,097,649. The City and Denton County participate in this TIRZ. The City and the County will put 80% of their collections on the increment into this fund. The TIRZ #2 expires December 31, 2038.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	-	13,016	13,067	13,068	22,059
<u>REVENUES</u>					
Property Tax (City)	8,245	-	5,464	5,464	44,477
Property Tax (County)	4,679	-	3,399	3,457	28,580
Interest & Miscellaneous	91	53	52	70	91
Total Revenues	13,015	53	8,915	8,991	73,148
Total Resources	13,015	13,069	21,982	22,059	95,207
ENDING FUND BALANCE	13,015	13,069	21,982	22,059	95,207

TIF Fund - Old Town

The Tax Increment Reinvestment Zone #1 (Old Town) is a special taxing district that was created in December of 2001 to capture the City and County portions of increased property tax revenue. The district does not levy an additional tax, but only dedicates future increased revenue from the district back to projects within the district. The boundary of the district generally follows the commercial properties along Main Street from I.H.35E east to the railroad. The General Fund continues to retain tax revenue from the 2001 assessed TIF zone value of \$69,240,597. The debt service payments in the TIF Fund are not made with the I/S portion of the tax rate because TIF revenues come strictly from the O/M portion of the city tax rate.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	738,660	836,281	1,022,850	1,023,820	1,116,405
<u>REVENUES</u>					
Property Taxes	441,907	551,973	474,750	475,076	508,140
Interest & Miscellaneous	5,593	5,045	4,091	5,288	5,308
Transfers In	-	639,751	-	-	-
Total Revenues	447,500	1,196,770	478,841	480,364	513,448
Total Resources	1,186,160	2,033,051	1,501,691	1,504,184	1,629,853
<u>EXPENDITURES</u>					
Debt Service	349,879	369,479	387,779	387,779	508,767
Total Expenditures	349,879	369,479	387,779	387,779	508,767
Curr. Rev - Curr. Expend	97,621	827,291	91,062	92,585	4,681
ENDING FUND BALANCE	836,281	1,663,572	1,113,912	1,116,405	1,121,086

Juvenile Case Manager

This fund was established in FY 2007/08 with the adoption of the Juvenile Case Manager fee collected by the Municipal Court. This fee is used to fund all Juvenile Case Manager costs.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	55,284	84,446	83,370	82,437	83,534
<u>REVENUES</u>					
Juvenile Case Manager Fees	83,513	78,640	78,622	79,696	80,903
Transfers In / Miscellaneous	405	326	333	221	309
Total Revenues	83,919	78,966	78,955	79,917	81,212
Total Resources	139,203	163,412	162,325	162,354	164,746
<u>EXPENDITURES</u>					
Municipal Court	54,756	80,976	78,849	78,820	81,186
Total Expenditures	54,756	80,976	78,849	78,820	81,186
Curr. Rev - Curr. Expend	29,163	(2,010)	106	1,097	26
ENDING FUND BALANCE	84,447	82,436	83,476	83,534	83,560

Court Technology Fund

The Municipal Court Technology Fund has revenues from specific fees attached to fines and must be used for court technology purposes.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	354,450	342,301	188,327	189,619	172,442
<u>REVENUES</u>					
Technology Fee	84,947	79,447	79,667	80,665	81,482
Interest & Miscellaneous	2,063	1,106	753	825	838
Total Revenues	87,010	80,553	80,420	81,490	82,320
Total Resources	441,460	422,854	268,747	271,109	254,762
<u>EXPENDITURES</u>					
Municipal Court	39,927	58,951	56,967	56,967	42,320
Municipal Court Computer Repl.	-	3,283	1,700	1,700	-
Information Technology Services	40,000	40,000	40,000	40,000	40,000
Total Expenditures	79,927	102,234	98,667	98,667	82,320
Curr. Rev - Curr. Expend	7,083	(21,682)	(18,247)	(17,177)	-
One-Time Expenditures	19,232	131,000	-	-	-
ENDING FUND BALANCE	342,301	189,619	170,080	172,442	172,442

Maint & Replacement Fund

The Maintenance & Replacement Fund is a proprietary fund that budgets citywide maintenance and replacement services. A proprietary fund operates like a business and is self-supporting. One of the principle responsibilities of this fund is to manage the purchase of City vehicles and equipment in a manner that does not create the burden of high expenditures during any single year. Departments provide annual lease payments to the fund based on the number and type of vehicle/equipment, the average life expectancy, and the projected replacement cost. The items are then replaced on a schedule in order to maintain a safe fleet public service.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	5,833,102	5,956,066	3,142,977	5,480,770	3,788,050
REVENUES					
Lease Payment Transfers In - Vehicles	982,065	1,001,961	1,037,739	1,037,739	1,129,193
Lease Payment Transfers In - Computers	264,140	380,349	357,697	357,697	324,695
Lease Payment Transfers In - Other Equip.	52,395	64,173	83,789	83,789	92,738
Maintenance/Loan Repayment	600,472	579,130	561,443	551,496	2,089,365
Interest & Miscellaneous	201,165	372,494	159,572	125,846	114,729
Total Revenues	2,100,237	2,398,107	2,200,240	2,156,567	3,750,720
Total Resources	7,933,339	8,354,173	5,343,217	7,637,337	7,538,770
EXPENDITURES					
Replacements - Vehicles	1,200,631	809,070	1,819,129	2,053,412	1,993,995
Replacements - Computers	54,674	955,441	68,000	82,433	268,001
Capital Outlay	149,324	(521,509)	782,232	782,232	663,163
Vehicle Maintenance	572,644	581,118	577,809	577,809	593,776
Computer Maintenance	-	-	-	-	150,678
Total Expenditures	1,977,273	1,824,120	3,247,170	3,495,886	3,669,613
Curr. Rev - Curr. Expend	122,964	573,986	(1,046,930)	(1,339,319)	81,107
One-Time Expenditures	-	1,049,282	3,645	353,401	21,950
ENDING FUND BALANCE	5,956,066	5,480,771	2,092,402	3,788,050	3,847,207

2012-13 Replacement Listing

	Asset #	Radio #	Division	Serv. Year	Make	Description	Notes	Life	Repl. Year	Rev. Repl	Original Cost	Budgeted Replacement
POLICE DEPARTMENT												
1	201228	1216	12	2001	Chevrolet	Impala	Background	7	2008	2013	\$16,224	\$20,936
2	201599	4101	41	2007	Ford	Crown Vic	Patrol LT (08 mo	5	2012	2013	\$21,322	\$28,247
3	201599	4101	41	2007	Ford	Crown Vic	Patrol LT (08 mo	5	2012	2013	\$21,322	\$28,247
4	201693	4102	41	2008	Chevrolet	Tahoe	Patrol	5	2013		\$28,547	\$31,516
5	201590	4103	41	2008	Chevrolet	Tahoe	Patrol	5	2013		\$28,547	\$31,516
6	209004	4113	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
7	209006	4115	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
8	209008	4118	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
9	209010	4119	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
10	209007	4123	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
11	209028	4125	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
12	209029	4127	41	2010	Ford	Crown Vic	Patrol	3	2013		\$22,390	\$23,756
13	202342	4129	41	2010	Ford	Crown Vic	Patrol (09 model	3	2013		\$22,229	\$23,585
14	202343	4131	41	2010	Ford	Crown Vic	Patrol (09 Model	3	2013		\$22,229	\$23,585
15	201623	5203	52	2006	Ford	Crown Vic	Sgt.	7	2013		\$21,010	\$24,140
16	201622	5232	52	2006	Ford	Crown Vic	DPU	7	2013		\$21,010	\$24,140
17	201626	5234	52	2006	Ford	Crown Vic	GANG	7	2013		\$21,010	\$24,140
FIRE DEPARTMENT												
18	201653	Medic 1	22	2007	Ford	F465		6	2013		\$151,782	\$170,907
19	201652	Medic 2	22	2007	Ford	F465		6	2013		\$153,397	\$172,725
20	202420	Station 1	31	2004	CB	Compressor		8	2012	2013	\$18,411	\$24,275
PUBLIC SERVICES												
21	202489	530	21	2006	Ford	F150	Std Cab	6	2012	2013	\$12,046	\$15,824
22	202405	543	22	2003	Ford	F250	Super cab	7	2010	2013	\$21,581	\$35,424
23	200086	545	22	2000	GMC	Top Kick	Pothole Pat.	10	2010	2013	\$43,747	\$69,326
24	200087	545	22	2000			Pothole Pat.	10	2010	2013	\$44,770	\$70,947
25	8377	560	22	1998	Mack	Funding moved from S	Concrete Tr.	14	2012	2013	\$102,324	\$172,228
26	201108	555	23	2001	Sterling	LT 7500	Tandem	10	2012	2013	\$59,367	\$79,606
27	202286	557	23	2002	GMC	C 6500	5-6 yard	10	2012	2013	\$39,698	\$53,232
28	201109	539	24	2001	Sterling	LT 7500	Tandem	10	2011	2013	\$59,367	\$86,843
29	202449	542	25	2005	Ford	F150		6	2011	2013	\$11,883	\$17,840
30	201634	9311	43	2006	Ford	F150		7	2013		\$12,046	\$13,841
31	201635	9580	43	2006	Ford	F150 Long Bed		7	2013		\$13,500	\$15,512
32	202495	9716	43	2006	Ford	F150		7	2013		\$12,046	\$13,841
33	201632	9717	43	2006	Ford	F150		7	2013		\$12,046	\$13,841
34	201633	9718	43	2006	Ford	F150 Long Bed		7	2013		\$13,500	\$15,512
35	8050	550	22	1997	Arrow	1350	Hammer	8	2005	2013	\$53,813	\$126,079
36	200033	Loader	24	2000	John Deere	TC 544 H	Loader	12	2012	2013	\$113,852	\$156,395
37	200124	TA2	24	2000	John Deere	5310	Tractor	12	2012	2013	\$17,245	\$23,689
38	201307	TA1	24	2001	Ford	TN 75	Tractor	12	2013		\$20,046	\$25,418
39	202491	584	32	2005	Ford	F350 (model 06)		7	2012	2013	\$29,548	\$38,801
40	202492	585	32	2005	Ford	F350 (model 06)		7	2012	2013	\$29,548	\$38,801
41	202493	587	32	2005	Ford	F350 (model 06)		7	2012	2013	\$29,548	\$38,801
42	202448	582	35	2005	Ford	F150		6	2010	2013	\$11,883	\$20,072
43	202431	524	34	2004	Ford	F250	was 586	6	2009	2013	\$18,013	\$40,566
44	202484	520	34	2006	Ford	F150		6	2012	2013	\$12,046	\$15,824
45	202483	525	34	2006	Ford	F150	was 522 (retired)	6	2012	2013	\$12,046	\$15,824
46	202373	523	34	2007	Ford	F250	2008 model	6	2013		\$20,205	\$22,751
47	201562	377	14	2006	Ford	F150 Super Cab (model 07)		8	2013		\$15,821	\$18,526
48	202455	378	14	2005	Ford	F150		8	2011	2013	\$11,883	\$17,394
49	202451	311	52	2005	Ford	F150		8	2012	2013	\$11,883	\$15,654
50	202450	323	61	2005	Ford	F150		7	2012	2013	\$11,883	\$15,590
51	4716	576	42	1995	GMC	3500	Fleet Maint.	7	2002	2013	\$21,392	\$24,579
52	4920	575	42	1999	Dodge	Ram 1500	Fleet Maint.	8	2007	2013	\$16,961	\$19,878
PALS												
53	4943	5655	37	1999	Ford	Aero Tech 24 AX	Bus	10	2009	2013	\$50,768	\$86,641
54	202432	701	41	2004	Ford	F350	Flat Bed	7	2011	2013	\$22,969	\$33,932
55	202437	712	41	2004	Ford	F350	Flat Bed	7	2011	2013	\$22,969	\$33,932
56	202482	724	41	2006	Ford	F-150		7	2013		\$12,046	\$13,841
57	201606	752	41	2008	Toro (mod 2007)	Groundsmaster 7200	Mower	5	2013		\$16,250	\$17,940
58	201605	751	41	2008	Toro (mod 2007)	Groundsmaster 7200	Mower	5	2013		\$16,250	\$17,940
59	8762	Skid Steer	41	1998	Case	90 XT	Skid Steer	10	2008	2013	\$60,000	\$109,710
60	5022	734	41	1999	New Holland	TC 29	Tractor	10	2009	2013	\$9,969	\$17,013
61	5023	730	41	1999	Kubota	99 kubota 50 hp tractor	Tractor	10	2009	2013	\$14,787	\$25,235
62	202444	755	41	2005	Toro	MultiPro 1250	Sprayer	5	2010	2013	\$18,500	\$32,678
63	201551	Line #5	4B	2009	Smithco	Superliner	Liner	3	2012		\$12,892	\$13,678
64	201629	756	4B	2006	Kawasaki	Kawasaki Mule		6	2012	2013	\$7,145	\$10,517
65	202494	757	4B	2006	Toro	SandPro 5040		6	2012	2013	\$21,898	\$32,234
66	201631	758	4B	2006	Toro	Top Dresser		6	2012	2013	\$9,213	\$13,562

COMMUNITY DEVELOPMENT												
67	202485	1506	33	2006	Ford	F150		5	2011	2012	\$14,281	\$18,919
68	202487	1512	33	2006	Ford	F150		5	2011	2012	\$14,281	\$18,919
CITY SECRETARY												
69	4903	562	11	1999	Dodge	Ram 1500	Van	7	2006	2012	15,453	\$17,755
TOTAL											2,657,158	

Computers Scheduled to be Replaced in FY 2012-2013

			Date of Replacement	Yrs Service	Cost Basis	Cost +1% Comp	Lease Payment
ITS-Administration - 101-1821-413.44-47							
server-ax1bkp01	73110000001	Server Unitrends DPU 5000	10/01/2012	5	\$36,294	\$38,145	\$7,629
server-ax1dat02	KQVCVZ0	Server IBM 7979-C4U	10/01/2012	5	\$6,800	\$7,147	\$1,429
server-ax1fin01	106A520	Server IBM 9406-520	10/01/2012	5	\$32,000	\$33,632	\$6,726
server-ax1gis03	99C0619	Server IBM 7995-C2U	10/01/2012	5	\$4,200	\$4,414	\$883
server-ot2bkp02	72110000002	Server Unitrends DPV3000	10/01/2012	5	\$27,000	\$28,377	\$5,675
server-ax1cam03	KQTTKP7	Server IBM 7978-C3U	10/01/2012	5	\$5,500	\$5,781	\$1,156
UNITS	6						\$23,499
Police-Facility - 101-0783-421.44-47							
server-ax1cam05	KQWFRLK	Server IBM 7946-54U x3550	10/01/2012	5	\$5,900	\$6,201	\$1,240
server-ax1bkp02	KQYHFC3	Server IBM 7978-C3U	10/01/2012	5	\$6,000	\$6,306	\$1,261
server-ax1bkp02	1312451	Server IBM 3576-L5B Tape Drive	10/01/2012	5	\$26,000	\$27,326	\$5,465
server-ax1bkp02	1372716	Server IBM 3576-E9U	10/01/2012	5	\$12,000	\$12,612	\$2,522
server-ax1bkp02	130072716	Server IBM 3576-E9U	10/01/2012	5	\$18,000	\$18,918	\$3,784
server-ax1cam01	KQTTKP8	Server IBM 7978-C3U	10/01/2012	5	\$10,000	\$10,510	\$2,102
server-ax1cam02	KQBYZLB	Server IBM 7978-AC1	10/01/2012	5	\$5,000	\$5,255	\$1,051
server-ax1sans02	137325H	Server IBM 1812-81H	10/01/2012	5	\$22,000	\$23,122	\$4,624
server-ax1sans02	137328B	Server IBM 1812-81H	10/01/2012	5	\$35,000	\$36,785	\$7,357
server-ax1sans02		Server IBM SANS	10/01/2012	5	\$3,300	\$3,468	\$694
UNITS	10						\$30,101
TOTAL UNITS	16				\$254,994	\$268,001	\$53,600

Self Insurance Risk Fund

The Insurance Risk Fund is an internal fund, which receives revenue from premium charges to the departments. Expenses include claim payments, administrative costs, and reinsurance premiums for Workers Compensation, Unemployment, and Liability/Property Casualty programs.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	6,833,844	7,918,647	7,311,879	7,332,849	6,467,349
<u>REVENUES</u>					
Employee Life Premium Transfer	225,025	233,575	232,542	232,465	238,506
Long Term Disability Transfer	93,769	97,357	93,188	93,188	95,812
Property/Casualty Premium Transfer	796,927	490,099	629,000	536,497	454,675
Unemployment Premium Transfer	33,050	32,863	34,000	34,000	34,950
Workers Compensation	740,233	611,277	612,000	612,000	629,100
Interest & Miscellaneous	38,255	30,644	29,248	26,984	28,986
Other	311	121	-	550	121
Total Revenues	1,927,568	1,495,936	1,629,978	1,535,684	1,482,150
Total Resources	8,761,412	9,414,583	8,941,857	8,868,533	7,949,499
<u>EXPENDITURES</u>					
Employee Benefit	21,327	21,109	22,000	22,000	22,000
Liability & Casualty	591,262	568,314	619,800	618,717	608,000
Life Insurance	305,508	315,914	275,000	275,000	275,000
Long Term Disability	63,140	65,346	75,000	75,000	75,000
Unemployment Benefit	35,089	16,751	34,000	34,000	29,000
Workers Compensation	(203,049)	867,069	435,000	435,000	416,500
Cont. Oblig.	1,988	2,232	127,000	75,967	27,182
Total Expenditures	815,265	1,856,734	1,587,800	1,535,684	1,452,682
Curr. Rev - Curr. Expend	1,112,303	(360,798)	42,178	-	29,468
Transfers Out	-	225,000	429,000	721,000	1,000,000
One-Time Expenditures	27,500	-	144,500	144,500	-
ENDING FUND BALANCE	7,918,647	7,332,849	6,780,557	6,467,349	5,496,817

Asset Forfeitures-State

This asset forfeiture fund accounts for the accumulation of resources that are obtained through police seizure of personal and real property. Cases must go through litigation in district court before being awarded to the City. Funds can only be used for police activities.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	82,621	99,623	109,561	101,990	99,429
<u>REVENUES</u>					
Court Award Revenue	16,002	17,451	23,500	16,726	18,500
Interest & Miscellaneous	13,525	3,417	438	713	708
Total Revenues	29,527	20,867	23,938	17,439	19,208
Total Resources	112,148	120,490	133,499	119,429	118,637
<u>EXPENDITURES</u>					
Police Department	12,524	18,500	20,000	20,000	35,000
Total Expenditures	12,524	18,500	20,000	20,000	35,000
Curr. Rev - Curr. Expend	17,004	2,367	3,938	(2,561)	(15,792)
ENDING FUND BALANCE	99,625	101,990	113,499	99,429	83,637

Health Ins. Trust Fund

The Health Fund is an internal fund, which receives revenue from premium charges to the departments and employee contributions for dependent coverage. Expenses include claims payments, administrative costs, and reinsurance premiums for the Health and Dental programs.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	2,599,068	1,316,541	932,411	490,561	139,729
REVENUES					
Charges for Services	5,654,737	5,832,706	7,862,873	7,205,000	7,820,769
OPEB Liability Reimbursements	338,700	359,000	302,500	302,500	368,800
Interest & Miscellaneous	31,694	166,028	3,729	11,293	2,000
Transfers In	-	225,000	-	-	1,000,000
Total Revenues	6,025,131	6,582,734	8,169,102	7,518,793	9,191,569
Total Resources	8,624,199	7,899,275	9,101,513	8,009,354	9,331,298
EXPENDITURES					
Human Resources	49,866	100,982	84,052	50,052	61,052
Wellness	24,091	14,786	48,000	25,000	35,000
Misc. Premiums	13,663	-	60,000	214,383	300,000
Health/Dental TPA	438,762	448,148	425,000	432,000	366,435
OPEB Transfer	-	-	359,300	359,300	366,600
Stop Loss Insurance	510,634	498,004	581,934	585,000	695,873
Health Claims Paid	4,847,665	5,756,584	5,602,500	5,200,000	5,329,171
Prescription Drugs	928,452	89,870	998,000	998,000	1,010,855
Audit / Tax Service	12,025	5,740	5,740	5,890	6,000
Total Expenditures	6,825,158	6,914,113	8,164,526	7,869,625	8,170,986
Curr. Rev - Curr. Expend	(800,027)	(331,379)	4,576	(350,832)	1,020,583
Transfers Out	482,500	494,600	-	-	-
ENDING FUND BALANCE	1,316,541	490,562	936,987	139,729	1,160,312

OPEB Liability Trust Fund

The OPEB Liability Trust Fund accounts for retiree health claims.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	2,258,185	2,636,980	2,848,931	2,738,050	2,854,850
<u>REVENUES</u>					
Transfers In	482,500	494,600	359,300	359,300	366,600
Interest	234,996	(34,530)	60,000	60,000	75,000
Total Revenues	717,496	460,070	419,300	419,300	441,600
Total Resources	2,975,681	3,097,050	3,268,231	3,157,350	3,296,450
<u>EXPENDITURES</u>					
Net Retiree Benefits Cost	338,700	359,000	302,500	302,500	368,800
Total Expenditures	338,700	359,000	302,500	302,500	368,800
Curr. Rev - Curr. Expend	378,796	101,070	116,800	116,800	72,800
ENDING FUND BALANCE	2,636,981	2,738,050	2,965,731	2,854,850	2,927,650

Asset Forfeitures-Federal

This asset forfeiture fund accounts for the accumulation of resources that are obtained through police seizure of personal and real property. Cases must go through litigation in district court before being awarded to the City. Funds can only be used for police activities.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	113,886	187,920	161,045	205,621	604,694
<u>REVENUES</u>					
Court Award Revenue	73,045	200,444	94,000	529,810	112,000
Interest & Miscellaneous	990	880	644	1,266	1,272
Total Revenues	74,035	201,324	94,644	531,076	113,272
Total Resources	187,921	389,244	255,689	736,697	717,966
<u>EXPENDITURES</u>					
Police Department	-	183,622	102,098	132,003	433,663
Total Expenditures	-	183,622	102,098	132,003	433,663
Curr. Rev - Curr. Expend	74,035	17,701	(7,454)	399,073	(320,391)
ENDING FUND BALANCE	187,921	205,621	153,591	604,694	284,303

4B Sales Tax Fund

This fund was established during FY 2002/03 to account for projects and maintenance items funded through the 4B sales tax for parks and library improvements.

	2009-2010	2010-2011	2011-2012	2011-12	2012-13
	Actual	Actual	Budget	Estimate	Adopted
BEGINNING FUND BALANCE	6,509,543	6,526,985	6,617,267	6,675,232	7,064,470
REVENUES					
4B Sales Tax	4,708,582	4,781,211	4,834,283	5,175,187	5,175,187
Recreation	176,831	185,814	193,400	224,903	238,318
Transfers In / Miscellaneous	52,907	28,141	26,469	29,865	22,157
Total Revenues	4,938,320	4,995,165	5,054,152	5,429,955	5,435,662
Total Resources	11,447,863	11,522,150	11,671,419	12,105,187	12,500,132
EXPENDITURES					
Administration / Legal	60,343	60,000	60,500	60,500	60,500
Parks & Leisure Services	1,565,233	1,695,678	1,991,871	2,047,060	2,240,570
Debt Service	2,895,303	2,896,612	2,898,497	2,898,497	2,852,734
Total Expenditures	4,520,879	4,652,290	4,950,868	5,006,057	5,153,804
Curr. Rev - Curr. Expend	417,442	342,875	103,284	423,898	281,858
One-Time Expenditures	-	119,794	-	-	-
Transfers Out	400,000	74,835	33,400	34,660	20,600
ENDING FUND BALANCE	6,526,985	6,675,231	6,687,151	7,064,470	7,325,728
OPERATING RESERVE	904,176	930,458	990,174	1,001,211	1,030,761
UNDESIGNATED RESERVE	5,622,809	5,744,773	5,696,977	6,063,259	6,294,967

Debt

Some projects are too costly to be funded with current year revenues alone. Examples include new street construction, building construction, and water and sewer line replacements, all of which can cost several million dollars a piece. In order to continue to provide routine services such as police and fire, projects like these are funded by selling bonds.

When bonds are sold, the city receives money from the sale which it uses to fund the project. The city must then make regular payments to pay off the principal and interest on the bond. This is similar to getting a mortgage to purchase a home and then making monthly payments to pay off the loan.

Projects are determined several years in advance of when they actually need to be constructed. A group of projects that will need bond funding is typically referred to as a “bond package”.

Some bond packages are so large that a vote is held to determine whether to incur the debt necessary to construct them. Bonds that are voted on are called “General Obligation Bonds”. Other bond packages can be approved by the City Council only. Bonds approved by Council only are called “Certificates of Obligation Bonds” (or “Revenue Bonds” if they are for water and sewer projects).

The City of Lewisville has four major categories of debt: General Fund debt, 4B Sales Tax Fund debt, Tax Increment Fund debt and Utility Fund debt. Debt in the General Fund is currently from General Obligation bonds. Debt in the 4B Fund is currently from Certificates of Obligation bonds and debt in the Utility Fund is currently from Revenue Bonds.

Category	Debt is Paid for By:	Types of Bonds Being Used:	Authorized By:
General	Property Taxes	General Obligation	Voters
Utility Fund	Water / sewer revenues	Revenue bonds	City Council
4B Fund	4B Sales Tax	Certificate of Obligation	City Council
TIF Fund	Property Taxes	Certificate of Obligation	City Council

Municipal Bond Rating

The city’s General Obligation Bonds and Certificates of Obligation carry an AAA rating from Fitch and an AAA rating from Standard and Poor’s, both of which are national rating agencies. The city’s Water and Sewer Revenue Bonds carry an AAA from Standard and Poor’s and an AA+ rating from Fitch’s.

Type	Fitch	Standard & Poor’s
General Fund	AAA	AAA
Utility Fund	AA+	AAA

Future Debt Payments Required

Based on debt sold as of October 1, 2008 and on a General Obligation debt call for February, 2012 authorized by the City Council during the budget process, the city will be required to make annual payments as follows (includes principal and interest):

FY	GO Bonds	CO Bonds	Revenue Bonds	TOTAL DEBT PAYMENTS
2012-2013	9479037.02	2726375.02	6060147.53	18,275,559.57
2013-2014	8551239.77	2769050.02	5673457.53	16,993,747.32
2014-2015	9104596.52	1791450.02	5309713.78	16,205,760.32
2015-2016	8956253.77	1832425.02	5237470.03	16,026,148.82
2016-2017	8438264.02	1851762.52	4598851.28	14,888,877.82
2017-2018	8169793.64	1887037.52	4600170.03	14,656,998.19
2018-2019	7499579.01	1919868.77	3915251.28	13,346,699.06
2019-2020	6652371.26	1958622.52	3549565.03	12,160,558.81
2020-2021	6042050.01	1992676.27	3557181.90	11,591,908.18
2021-2022	5997925.01	2022383.77	3210816.27	11,231,129.05
2022-2023	4988703.13	2057451.89	2868281.89	9,941,436.91
2023-2024	3771162.50	2097456.26	2858036.26	8,726,655.02
2024-2025	1406756.25	2139909.38	2073925.01	5,820,590.64
2025-2026	991550.00	2186425.00	1082231.26	4,260,206.26
2026-2027	993500.00	2228800.00	1073956.26	4,296,256.26
2027-2028	989625.00	1221175.00	309765.53	2,520,565.53
2028-2029		1220675.00		1,220,675.00
2029-2030		1222550.00		1,222,550.00
2030-2031		1224537.50		1,224,537.00
2031-2032		1221887.50		1,221,887.50
TOTAL	91,632,406.91	37,582,518.98	55,978,820.97	185,193,746.86

* Note: The debt service budgets in the fund summaries reflect these amounts plus or minus any reserve buildups or draw-downs required as part of efforts to maintain a consistent I&S rate.

General Obligation Debt

The General Fund's debt is managed in a separate fund generally referred to as the "Debt Service Fund". The purpose of the Debt Service Fund is to provide for principal and interest payments for bonds issued for General Fund-related projects. These payments are made with revenue derived from the property tax (see below).

Expenditures vary each year in relation to the timing of issuance and the schedule of repayments.

Debt Service Portion of the Property Tax Rate

The property tax rate is comprised of two components: Operations and Maintenance (O&M) and Interest and Sinking (I&S). The O&M rate is developed to provide the level of funding needed to cover existing and new general fund services approved by the City Council. The I&S rate is developed to cover the interest and principal payments needed to service the City's existing debt.

The debt service rate is based upon the amount of outstanding debt.

The City is permitted, by Article XI, Section 5, of the State of Texas Constitution to levy taxes up to \$2.50 per \$100 of assessed valuation for general governmental services including the payment of principal and interest on general obligation long-term debt.

Operations & Maintenance	\$0.32289
Principal & Interest on Debt	\$0.11732
Total Property Tax Rate	\$0.44021

General Obligation Bond Election

In November of 2003, voters authorized a \$68.725 million General Obligation bond package. The election authorized three propositions:

Street Improvements	\$64,270,000
Jail Facilities	\$ 3,115,000
Public Safety Training Facilities	\$ 1,340,000
	\$68,725,000

Budgeted Debt Service Revenues vs. Actual Debt Service Revenues

Debt Service Fund revenues typically exceed the budgeted amount for three reasons:

1. Collection rate higher than budgeted: Historically, the City budgeted for property tax to be collected at a rate less than 100% (usually 98%), however the collections have actually materialized higher than that in each of the last ten years. For FY 2011-12, the collection rate is budgeted at 100%.
2. Properties with Frozen Values not Allowed to be Budgeted: Property values related to the Over 65 and Disabled Tax Freeze are not allowed to be included in the effective tax rate calculation, therefore, could not be budgeted in the Debt Service Fund. However, the city receives tax revenue on that frozen value. This amounts to approximately \$150,000 in excess collections.
3. Bond Funded Projects Come in Under Budget: If funding remains at the end of a bond-funded project (including any interest earned) and there are no other projects specified in the issuance, the only option is to transfer these savings to the Debt Service Fund.
4. Arbitrage and Debt Service Fund Interest: The remaining increase in revenue is due to transfers-in related to arbitrage liability, and interest earnings exceeding budget projections.

The excess tax collections (exclusive of the funds transferred in from other sources) affect next year's effective tax rate calculation and have the effect of lowering the I&S or debt portion of the overall tax rate.

Future General Obligation Bond Payment Requirements

Each year the city makes principal and interest payments on the debt it has issued. This section details the General Obligation bond payments, by fiscal year.

Fiscal Year	Principal	Interest	Total
2012-13	\$6,350,000.00	\$3,129,037.02	\$9,479,037.02
2013-14	5,900,000.00	2,651,239.77	8,551,239.77
2014-15	6,710,000.00	2,394,596.52	9,104,596.52
2015-16	6,855,000.00	2,101,253.77	8,956,253.77
2016-17	6,625,000.00	1,813,264.02	8,438,264.02
2017-18	6,625,000.00	1,544,793.64	8,169,793.64
2018-19	6,205,000.00	1,294,579.01	7,499,579.01
2019-20	5,600,000.00	1,052,371.26	6,652,371.26
2020-21	5,225,000.00	817,050.01	6,042,050.01
2021-22	5,005,000.00	592,925.01	5,597,925.01
2022-23	4,605,000.00	383,703.13	4,988,703.13
2023-24	3,560,000.00	211,162.50	3,771,162.50
2024-25	1,295,000.00	111,756.25	1,406,756.25
2025-26	920,000.00	71,550.00	991,550.00
2026-27	950,000.00	43,500.00	993,500.00
2027-28	975,000.00	14,625.00	986,625.00
TOTAL	\$73,405,000.00	\$18,227,406.91	\$91,632,406.91

General Obligation Bond Issuances Being Paid For in FY 2012-13

This section shows how much the city will pay in FY 2012-13 for bonds it sold in past years. Bonds are *authorized* in one large amount, but are *sold* in small chunks. Bond sales usually occur each year and each one is referred to as an “issuance”.

BOND ISSUE	Principal Payment Feb 15	Interest Feb 15	Interest Aug 15	TOTAL PAYMENT
2003	\$ 160,000.00	\$ 3,200.00	\$ -	\$ 163,200.00
2004	430,000.00	17,882.00	9,281.00	457,163.00
2005 Ref. & Improv.	1,645,000.00	176,113.75	134,988.75	1,956,102.50
2006	400,000.00	110,143.13	102,143.13	612,286.26
2007 Ref. & Improv.	745,000.00	364,175.00	349,275.00	1,458,450.00
2008	405,000.00	159,153.13	151,053.13	715,206.26
2009	260,000.00	77,787.50	74,537.50	412,325.00
2010 Refunding	1,770,000.00	78,498.00	54,868.50	1,903,366.50
2011 Refunding	535,000.00	10,800.00	5,450.00	551,250.00
2012 Ref. & Improv.	-	749,812.50	499,875.00	1,249,687.50
TOTAL	\$6,350,000.00	\$ 1,747,565.01	\$1,381,472.01	\$ 9,479,037.02

Certificate of Obligation Debt

Certificates of obligation have been issued by the City Council for 4B Fund related projects and Old Town TIF Fund related projects.

In 2002, voters approved a ¼ cent sales tax for the development of a parks and library projects fund (authorized under Texas statute Title 83, Chapter 10, Article 5190.6 (Development Corporation Act of 1979), Section 4B). To begin construction of projects immediately (rather than waiting for revenue from the sales tax to accumulate), the City Council authorized a \$21 million Certificate of Obligation bond in 2004. In 2007, another 18.18 million was issued for Railroad Park.

In 2007, Council issued another certificate of obligation bond to fund the construction of an arts activity center in the Old Town Tax increment Finance (TIF) District. This bond was for \$8.04 million.

Future Certificate of Obligation Bond Payment Requirements

Each year the city makes principal and interest payments on the debt it has issued. This section details the Certificate of Obligation bond payments, by fiscal year.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2012-2013	\$ 1,610,000.00	\$ 1,126,375.02	\$ 2,736,375.02
2013-2014	1,715,000.00	1,054,050.02	2,769,050.02
2014-2015	795,000.00	996,450.02	1,791,450.02
2015-2016	875,000.00	957,425.02	1,832,425.02
2016-2017	935,000.00	916,762.52	1,851,762.52
2017-2018	1,010,000.00	877,037.52	1,887,037.52
2018-2019	1,085,000.00	834,868.77	1,919,868.77
2019-2020	1,170,000.00	788,622.52	1,958,622.52
2020-2021	1,255,000.00	737,676.27	1,992,676.27
2021-2022	1,340,000.00	682,383.77	2,022,383.77
2022-2023	1,435,000.00	622,451.89	2,057,451.89
2023-2024	1,540,000.00	557,456.26	2,097,456.26
2024-2025	1,655,000.00	484,909.38	2,139,909.38
2025-2026	1,785,000.00	401,425.00	2,186,425.00
2026-2027	1,920,000.00	308,800.00	2,228,800.00
2027-2028	985,000.00	236,175.00	1,221,175.00
2028-2029	1,035,000.00	185,675.00	1,220,675.00
2029-2030	1,090,000.00	132,550.00	1,222,550.00
2030-2031	1,145,000.00	79,537.50	1,224,537.50
2031-2032	1,195,000.00	26,887.50	1,221,887.50
TOTAL	\$ 25,575,000.00	\$ 12,007,518.98	\$ 37,582,518.98

Certificate of Obligation Bond Issuances Being Paid For in FY 2012-13

This section shows how much the city will pay in FY 2011-12 for bonds it sold in past years. Bonds are *authorized* in one large amount, but are *sold* in small chunks. Bond sales usually occur each year and each one is referred to as an “issuance”.

BOND ISSUE	Principal Payment Date 15-Feb	Interest Payment Date 15-Feb	Interest Payment Date 15-Aug	TOTAL
2004 Combination Tax and Revenue- 4B	\$ 935,000.00	\$ 43,200.00	\$ 24,500.00	\$ 1,002,700.00
2007-A Combination Tax and Revenue- 4B	510,000.00	362,804.38	352,604.38	1,225,408.76
2007-B Combination Tax and Revenue- TIF	165,000.00	173,489.38	169,776.88	508,266.26
TOTAL	\$ 1,610,000.00	\$ 579,493.76	\$ 546,881.26	\$ 2,736,375.02

Utility Fund Debt (Revenue Bonds)

The Utility Fund’s debt is managed in the same fund as the operating expenditures. This is because it is a proprietary fund. The purpose of the Utility Fund debt budget is to provide for principal and interest payments for bonds issued for Utility Fund-related projects. These payments are made with revenue derived from the sale of water and sewer services (and other related revenues).

For the Utility Fund, the City Council authorizes the sale of bonds. These are called “Revenue Bonds” and are similar to Certificates of Obligation bonds.

Expenditures vary each year in relation to the timing of issuance and the schedule of repayments.

Future Revenue Bond Payment Requirements

Each year the city makes principal and interest payments on the debt it has issued. This section details the Revenue Bond payments, by fiscal year.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2012-2013	\$ 4,375,000.00	\$ 1,685,147.53	\$ 6,060,147.53
2013-2014	4,155,000.00	1,518,457.53	5,673,457.53
2014-2015	3,955,000.00	1,354,713.78	5,309,713.78
2015-2016	4,050,000.00	1,187,470.03	5,237,470.03
2016-2017	3,565,000.00	1,033,851.28	4,598,851.28
2017-2018	3,710,000.00	890,170.03	4,600,170.03
2018-2019	3,160,000.00	755,251.28	3,915,251.28
2019-2020	2,910,000.00	639,565.03	3,549,565.03
2020-2021	3,030,000.00	527,181.90	3,557,181.90
2021-2022	2,795,000.00	415,816.27	3,210,816.27
2022-2023	2,555,000.00	313,281.89	2,868,281.89
2023-2024	2,645,000.00	213,036.26	2,858,036.26
2024-2025	1,950,000.00	123,925.01	2,073,925.01
2025-2026	1,015,000.00	67,231.26	1,082,231.26
2026-2027	1,045,000.00	28,956.26	1,073,956.26
2027-2028	305,000.00	4,765.63	309,765.63
TOTAL	\$ 45,220,000.00	\$ 10,758,820.97	\$ 55,978,820.97

Revenue Bond Issuances Being Paid For in FY 2012-13

This section shows how much the city will pay in FY 2011-12 for bonds it sold in past several years. Bond sales usually occur each year and each one is referred to as an "issuance".

BOND ISSUE	Principal Payment Feb 15	Interest Feb 15	Interest Aug 15	TOTAL PAYMENT
2002 Refunding	\$ 185,000.00	\$ 4,208.75	\$ -	\$ 189,208.75
2003	295,000.00	5,900.00	-	300,900.00
2005 Ref. & Improv.	1,345,000.00	140,568.75	106,943.75	1,592,512.50
2006	230,000.00	61,061.25	56,461.25	347,522.50
2008	495,000.00	152,621.88	142,721.88	790,343.76
2009	625,000.00	187,583.13	179,770.63	992,353.76
2011 Refunding	1,000,000.00	245,037.50	225,037.50	1,470,075.00
2012 Ref. & Improv.	200,000.00	88,815.63	88,415.63	377,231.26
TOTAL	\$4,375,000.00	\$ 885,796.89	\$ 799,350.64	\$ 6,060,147.53

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2003 GENERAL OBLIGATION BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 160,000.00	4.000%	\$ 3,200.00	\$ -	\$ 163,200.00
TOTAL	\$ 160,000.00		\$ 3,200.00	\$ -	\$ 163,200.00

Total Outstanding Bonds: \$ 160,000.00

Total Original Issue: \$ 2,440,000.00

Bonds were defeased June 2012 and the City's remaining responsibility on this issue is reflected above.

Purpose: Street and drainage improvements.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2004 GENERAL OBLIGATION BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 430,000.00	4.000%	\$ 17,882.00	\$ 9,281.00	\$ 457,163.00
2013-14	450,000.00	4.125%	9,281.00		459,281.00
TOTAL	\$ 880,000.00		\$ 27,163.00	\$ 9,281.00	\$ 916,444.00

Total Outstanding Bonds: \$ 880,000.00

Total Original Issue: \$ 6,860,000.00

Bonds were defeased June 2012 and the City's remaining responsibility on this issue is reflected above.

Purpose: Street and drainage improvements.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2005 GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 1,645,000.00	5.000%	\$ 176,113.75	\$ 134,988.75	\$ 1,956,102.50
2013-14	1,410,000.00	5.000%	134,988.75	99,738.75	1,644,727.50
2014-15	1,295,000.00	5.000%	99,738.75	67,363.75	1,462,102.50
2015-16	1,030,000.00	5.000%	67,363.75	41,613.75	1,138,977.50
2016-17	365,000.00	4.000%	41,613.75	34,313.75	440,927.50
2017-18	380,000.00	4.000%	34,313.75	26,713.75	441,027.50
2018-19	395,000.00	4.300%	26,713.75	18,221.25	439,935.00
2019-20	410,000.00	4.300%	18,221.25	9,406.25	437,627.50
2020-21	430,000.00	4.375%	9,406.25	-	439,406.25
TOTAL	\$ 7,360,000.00		\$ 608,473.75	\$ 432,360.00	\$ 8,400,833.75

Total Outstanding Bonds: \$ 7,360,000.00

Total Original Issue: \$ 14,445,000.00

All Bonds with maturities February 15, 2016 callable February 15, 2015, or any date thereafter at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Street improvements and refunding a portion of the City's outstanding general obligation bond debt.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2006 GENERAL OBLIGATION BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 400,000.00	4.000%	\$ 110,143.13	\$ 102,143.13	\$ 612,286.26
2013-14	415,000.00	4.000%	102,143.13	93,843.13	610,986.26
2014-15	435,000.00	4.200%	93,843.13	84,708.13	613,551.26
2015-16	450,000.00	4.250%	84,708.13	75,145.63	609,853.76
2016-17	470,000.00	4.300%	75,145.63	65,040.63	610,186.26
2017-18	495,000.00	4.375%	65,040.63	54,212.50	614,253.13
2018-19	515,000.00	4.500%	54,212.50	42,625.00	611,837.50
2019-20	540,000.00	5.000%	42,625.00	29,125.00	611,750.00
2020-21	570,000.00	5.000%	29,125.00	14,875.00	614,000.00
2021-22	595,000.00	5.000%	14,875.00	-	609,875.00
TOTAL	\$ 4,885,000.00		\$ 671,861.28	\$ 561,718.15	\$ 6,118,579.43

Total Outstanding Bonds: \$ 4,885,000.00

Total Original Issue: \$ 6,805,000.00

All Bonds with maturities February 15, 2017 callable February 15, 2016, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Street improvements and construction of jail facilities.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2007 GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 745,000.00	4.000%	\$ 364,175.00	\$ 349,275.00	\$ 1,458,450.00
2013-14	1,375,000.00	4.000%	349,275.00	321,775.00	2,046,050.00
2014-15	2,030,000.00	5.000%	321,775.00	271,025.00	2,622,800.00
2015-16	2,130,000.00	5.000%	271,025.00	217,775.00	2,618,800.00
2016-17	2,235,000.00	5.000%	217,775.00	161,900.00	2,614,675.00
2017-18	1,590,000.00	4.000%	161,900.00	130,100.00	1,882,000.00
2018-19	980,000.00	4.000%	130,100.00	110,500.00	1,220,600.00
2019-20	1,025,000.00	5.000%	110,500.00	84,875.00	1,220,375.00
2020-21	1,075,000.00	5.000%	84,875.00	58,000.00	1,217,875.00
2021-22	1,130,000.00	5.000%	58,000.00	29,750.00	1,217,750.00
2022-23	1,190,000.00	5.000%	29,750.00	-	1,219,750.00
TOTAL	\$ 15,505,000.00		\$ 2,099,150.00	\$ 1,734,975.00	\$ 19,339,125.00

Total Outstanding Bonds: \$15,505,000.00

Total Original Issue: \$18,725,000.00

All Bonds with maturities February 15, 2018 callable February 15, 2017, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Street improvements, construction of jail facilities, and refunding of a portion of the City's outstanding general obligation bond debt.

Paying Agent Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2007 GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 745,000.00	4.000%	\$ 364,175.00	\$ 349,275.00	\$ 1,458,450.00
2013-14	1,375,000.00	4.000%	349,275.00	321,775.00	2,046,050.00
2014-15	2,030,000.00	5.000%	321,775.00	271,025.00	2,622,800.00
2015-16	2,130,000.00	5.000%	271,025.00	217,775.00	2,618,800.00
2016-17	2,235,000.00	5.000%	217,775.00	161,900.00	2,614,675.00
2017-18	1,590,000.00	4.000%	161,900.00	130,100.00	1,882,000.00
2018-19	980,000.00	4.000%	130,100.00	110,500.00	1,220,600.00
2019-20	1,025,000.00	5.000%	110,500.00	84,875.00	1,220,375.00
2020-21	1,075,000.00	5.000%	84,875.00	58,000.00	1,217,875.00
2021-22	1,130,000.00	5.000%	58,000.00	29,750.00	1,217,750.00
2022-23	1,190,000.00	5.000%	29,750.00	-	1,219,750.00
TOTAL	\$ 15,505,000.00		\$ 2,099,150.00	\$ 1,734,975.00	\$ 19,339,125.00

Total Outstanding Bonds: \$15,505,000.00

Total Original Issue: \$18,725,000.00

All Bonds with maturities February 15, 2018 callable February 15, 2017, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Street improvements, construction of jail facilities, and refunding of a portion of the City's outstanding general obligation bond debt.

Paying Agent Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2008 GENERAL OBLIGATION BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 405,000.00	4.000%	\$ 159,153.13	\$ 151,053.13	\$ 715,206.26
2013-14	455,000.00	4.000%	151,053.13	141,953.13	748,006.26
2014-15	470,000.00	4.000%	141,953.13	132,553.13	744,506.26
2015-16	600,000.00	4.000%	132,553.13	120,553.13	853,106.26
2016-17	620,000.00	4.000%	120,553.13	108,153.13	848,706.26
2017-18	645,000.00	4.000%	108,153.13	95,253.13	848,406.26
2018-19	675,000.00	4.000%	95,253.13	81,753.13	852,006.26
2019-20	700,000.00	4.125%	81,753.13	67,315.63	849,068.76
2020-21	730,000.00	4.250%	67,315.63	51,803.13	849,118.76
2021-22	765,000.00	4.250%	51,803.13	35,546.88	852,350.01
2022-23	795,000.00	4.375%	35,546.88	18,156.25	848,703.13
2023-24	830,000.00	4.375%	18,156.25	-	848,156.25
TOTAL	\$ 7,690,000.00		\$ 1,163,246.93	\$ 1,004,093.80	\$ 9,857,340.73

Total Outstanding Bonds: \$ 7,690,000.00

Total Original Issue: \$ 8,715,000.00

All Bonds with maturities February 15, 2019 callable February 15, 2018, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Street and drainage improvements.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2009 GENERAL OBLIGATION BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 260,000.00	2.500%	\$ 77,787.50	\$ 74,537.50	\$ 412,325.00
2013-14	265,000.00	3.000%	74,537.50	70,562.50	410,100.00
2014-15	280,000.00	3.000%	70,562.50	66,362.50	416,925.00
2015-16	285,000.00	3.250%	66,362.50	61,731.25	413,093.75
2016-17	295,000.00	3.500%	61,731.25	56,568.75	413,300.00
2017-18	310,000.00	3.750%	56,568.75	50,756.25	417,325.00
2018-19	315,000.00	3.750%	50,756.25	44,850.00	410,606.25
2019-20	335,000.00	4.000%	44,850.00	38,150.00	418,000.00
2020-21	345,000.00	4.000%	38,150.00	31,250.00	414,400.00
2021-22	355,000.00	4.000%	31,250.00	24,150.00	410,400.00
2022-23	375,000.00	4.000%	24,150.00	16,650.00	415,800.00
2023-24	390,000.00	4.125%	16,650.00	8,606.25	415,256.25
2024-25	405,000.00	4.250%	8,606.25	-	413,606.25
TOTAL	\$ 4,215,000.00		\$ 621,962.50	\$ 544,175.00	\$ 5,381,137.50

Total Outstanding Bonds: \$ 4,215,000.00

Total Original Issue: \$ 5,430,000.00

All Bonds with maturities February 15, 2020 callable February 15, 2019, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Street and drainage improvements.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2010 GENERAL OBLIGATION REFUNDING BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 1,770,000.00	2.670%	\$ 78,498.00	\$ 54,868.50	\$ 1,903,366.50
2013-14	895,000.00	2.670%	54,868.50	42,920.25	992,788.75
2014-15	740,000.00	2.670%	42,920.25	33,041.25	815,961.50
2015-16	600,000.00	2.670%	33,041.25	25,031.25	658,072.50
2016-17	610,000.00	2.670%	25,031.25	16,887.75	651,919.00
2017-18	625,000.00	2.670%	16,887.75	8,544.00	650,431.75
2018-19	640,000.00	2.670%	8,544.00	-	648,544.00
					-
TOTAL	\$ 5,880,000.00		\$ 259,791.00	\$ 181,293.00	\$ 6,321,084.00

Total Outstanding Bonds: \$ 5,880,000.00

Total Original Issue: \$ 9,600,000.00

The Bonds are callable at any time.

Purpose: Refunding a portion of the City's outstanding general obligation and revenue bond debt.

Paying Agent: JPMorgan Chase Bank, NA

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2011 GENERAL OBLIGATION REFUNDING BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 535,000.00	2.000%	\$ 10,800.00	\$ 5,450.00	\$ 551,250.00
2013-14	545,000.00	2.000%	5,450.00	-	550,450.00
					-
TOTAL	\$ 1,080,000.00		\$ 16,250.00	\$ 5,450.00	\$ 1,101,700.00

Total Outstanding Bonds: \$ 1,080,000.00

Total Original Issue: \$ 1,605,000.00

The Bonds are callable at any time.

Purpose: Refunding a portion of the City's outstanding debt.

Paying Agent: Bank of New York Mellon

**GENERAL OBLIGATION DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2012 GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ -	0.000%	\$ 749,812.50	\$ 499,875.00	\$ 1,249,687.50
2013-14	90,000.00	2.000%	499,875.00	498,975.00	1,088,850.00
2014-15	1,460,000.00	4.000%	498,975.00	469,775.00	2,428,750.00
2015-16	1,760,000.00	4.000%	469,775.00	434,575.00	2,664,350.00
2016-17	2,030,000.00	4.000%	434,575.00	393,975.00	2,858,550.00
2017-18	2,580,000.00	4.000%	393,975.00	342,375.00	3,316,350.00
2018-19	2,685,000.00	4.000%	342,375.00	288,675.00	3,316,050.00
2019-20	2,590,000.00	4.000%	288,675.00	236,875.00	3,115,550.00
2020-21	2,075,000.00	4.000%	236,875.00	195,375.00	2,507,250.00
2021-22	2,160,000.00	4.000%	195,375.00	152,175.00	2,507,550.00
2022-23	2,245,000.00	4.000%	152,175.00	107,275.00	2,504,450.00
2023-24	2,340,000.00	4.000%	107,275.00	60,475.00	2,507,750.00
2024-25	890,000.00	4.000%	60,475.00	42,675.00	993,150.00
2025-26	920,000.00	3.000%	42,675.00	28,875.00	991,550.00
2026-27	950,000.00	3.000%	28,875.00	14,625.00	993,500.00
2027-28	975,000.00	3.000%	14,625.00	-	989,625.00
TOTAL	\$ 25,750,000.00		\$ 4,516,387.50	\$ 3,766,575.00	\$ 34,032,962.50

Total Outstanding Bonds: \$ 25,750,000.00

Total Original Issue: \$ 25,750,000.00

All Bonds with maturities February 15, 2023 callable February 15, 2022, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Refunding a portion of the City's outstanding general and certificates of obligation debt; construction, expanding, and improving public safety training facilities; and, constructing improvements to the City's streets, sidewalks, and related drainage improvements.

Paying Agent: Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2002 WATERWORKS & SEWER SYSTEM REVENUE REFUNDING BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 185,000.00	4.550%	\$ 4,208.75	\$ -	\$ 189,208.75
TOTAL	\$ 185,000.00		\$ 4,208.75	\$ -	\$ 189,208.75

Total Outstanding Bonds: \$ 185,000.00

Total Original Issue: \$ 11,810,000.00

The Bonds are not subject to redemption prior to maturity.

Purpose: Refunding of 1993 Revenue Bond issue in full.

Paying Agent Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2003 WATERWORKS & SEWER SYSTEM REVENUE BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 295,000.00	4.000%	\$ 5,900.00	\$ -	\$ 300,900.00
TOTAL	\$ 295,000.00		\$ 5,900.00	\$ -	\$ 300,900.00

Total Outstanding Bonds: \$ 295,000.00

Total Original Issue: \$ 4,600,000.00

Bonds were defeased June 2012 and the City's remaining responsibility on this issue is reflected above.

Purpose: Improvements and extensions to the combined waterworks and sewer system.

Paying Agent Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2005 WATERWORKS & SEWER SYSTEM REVENUE
REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 1,345,000.00	5.000%	\$ 140,568.75	\$ 106,943.75	\$ 1,592,512.50
2013-14	1,235,000.00	5.000%	106,943.75	76,068.75	1,418,012.50
2014-15	925,000.00	5.000%	76,068.75	52,943.75	1,054,012.50
2015-16	890,000.00	4.500%	52,943.75	32,918.75	975,862.50
2016-17	290,000.00	4.000%	32,918.75	27,118.75	350,037.50
2017-18	300,000.00	4.000%	27,118.75	21,118.75	348,237.50
2018-19	315,000.00	4.250%	21,118.75	14,425.00	350,543.75
2019-20	325,000.00	4.300%	14,425.00	7,437.50	346,862.50
2020-21	340,000.00	4.375%	7,437.50	-	347,437.50
TOTAL	\$ 5,965,000.00		\$ 479,543.75	\$ 338,975.00	\$ 6,783,518.75

Total Outstanding Bonds: \$ 5,965,000.00

Total Original Issue: \$ 11,475,000.00

All Bonds with maturities on or after February 15, 2016 callable February 15, 2015 in whole or part at the par value thereof plus accrued interest to the date of redemption.

Purpose: Improvements and extensions to the combined waterworks and sewer system and refunding a portion of the revenue bond debt.

Paying Agent Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2006 WATERWORKS & SEWER SYSTEM
REVENUE BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 230,000.00	4.000%	\$ 61,061.25	\$ 56,461.25	\$ 347,522.50
2013-14	240,000.00	4.000%	56,461.25	51,661.25	348,122.50
2014-15	250,000.00	4.200%	51,661.25	46,411.25	348,072.50
2015-16	260,000.00	4.125%	46,411.25	41,048.75	347,460.00
2016-17	270,000.00	4.250%	41,048.75	35,311.25	346,360.00
2017-18	280,000.00	4.375%	35,311.25	29,186.25	344,497.50
2018-19	295,000.00	4.500%	29,186.25	22,548.75	346,735.00
2019-20	310,000.00	4.600%	22,548.75	15,418.75	347,967.50
2020-21	325,000.00	4.650%	15,418.75	7,862.50	348,281.25
2021-22	340,000.00	4.625%	7,862.50	-	347,862.50
TOTAL	\$ 2,800,000.00		\$ 366,971.25	\$ 305,910.00	\$ 3,472,881.25

Total Outstanding Bonds: \$ 2,800,000.00

Total Original Issue: \$ 4,000,000.00

All Bonds with maturities February 15, 2017 callable February 15, 2016, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Improvements and extensions to the City's waterworks and sewer system.

Paying Agent Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2008 WATERWORKS & SEWER SYSTEM
REVENUE BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 495,000.00	4.000%	\$ 152,621.88	\$ 142,721.88	\$ 790,343.76
2013-14	515,000.00	4.000%	142,721.88	132,421.88	790,143.76
2014-15	535,000.00	4.000%	132,421.88	121,721.88	789,143.76
2015-16	560,000.00	4.000%	121,721.88	110,521.88	792,243.76
2016-17	580,000.00	4.000%	110,521.88	98,921.88	789,443.76
2017-18	605,000.00	4.000%	98,921.88	86,821.88	790,743.76
2018-19	630,000.00	3.875%	86,821.88	74,615.63	791,437.51
2019-20	655,000.00	4.000%	74,615.63	61,515.63	791,131.26
2020-21	685,000.00	4.125%	61,515.63	47,387.50	793,903.13
2021-22	710,000.00	4.250%	47,387.50	32,300.00	789,687.50
2022-23	745,000.00	4.250%	32,300.00	16,468.75	793,768.75
2023-24	775,000.00	4.250%	16,468.75	-	791,468.75
TOTAL	\$ 7,490,000.00		\$ 1,078,040.67	\$ 925,418.79	\$ 9,493,459.46

Total Outstanding Bonds: \$ 7,490,000.00

Total Original Issue: \$ 10,300,000.00

All Bonds with maturities February 15, 2019 callable February 15, 2018, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Improvements and extensions to the City's waterworks and sewer system.

Paying Agent Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2009 WATERWORKS & SEWER SYSTEM
REVENUE BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 625,000.00	2.500%	\$ 187,583.13	\$ 179,770.63	\$ 992,353.76
2013-14	645,000.00	2.750%	179,770.63	170,901.88	995,672.51
2014-15	660,000.00	3.000%	170,901.88	161,001.88	991,903.76
2015-16	685,000.00	3.250%	161,001.88	149,870.63	995,872.51
2016-17	705,000.00	3.500%	149,870.63	137,533.13	992,403.76
2017-18	735,000.00	3.750%	137,533.13	123,751.88	996,285.01
2018-19	760,000.00	4.000%	123,751.88	108,551.88	992,303.76
2019-20	795,000.00	4.000%	108,551.88	92,651.88	996,203.76
2020-21	825,000.00	4.000%	92,651.88	76,151.88	993,803.76
2021-22	860,000.00	4.000%	76,151.88	58,951.88	995,103.76
2022-23	895,000.00	4.125%	58,951.88	40,492.50	994,444.38
2023-24	930,000.00	4.200%	40,492.50	20,962.50	991,455.00
2024-25	975,000.00	4.300%	20,962.50	-	995,962.50
TOTAL	\$ 10,095,000.00		\$ 1,508,175.68	\$ 1,320,592.55	\$ 12,923,768.23

Total Outstanding Bonds: \$ 10,095,000.00

Total Original Issue: \$ 11,900,000.00

All Bonds with maturities February 15, 2020 callable February 19, 2019, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Improvements and extensions to the City's waterworks and sewer system.

Paying Agent: Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2011 WATERWORKS & SEWER SYSTEM
REVENUE REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 1,000,000.00	4.000%	\$ 245,037.50	\$ 225,037.50	\$ 1,470,075.00
2013-14	1,020,000.00	4.000%	225,037.50	204,637.50	1,449,675.00
2014-15	1,075,000.00	5.000%	204,637.50	177,762.50	1,457,400.00
2015-16	1,120,000.00	5.000%	177,762.50	149,762.50	1,447,525.00
2016-17	1,170,000.00	4.000%	149,762.50	126,362.50	1,446,125.00
2017-18	1,220,000.00	4.000%	126,362.50	101,962.50	1,448,325.00
2018-19	565,000.00	3.000%	101,962.50	93,487.50	760,450.00
2019-20	580,000.00	3.000%	93,487.50	84,787.50	758,275.00
2020-21	600,000.00	3.000%	84,787.50	75,787.50	760,575.00
2021-22	625,000.00	3.250%	75,787.50	65,631.25	766,418.75
2022-23	650,000.00	3.500%	65,631.25	54,256.25	769,887.50
2023-24	670,000.00	3.500%	54,256.25	42,531.25	766,787.50
2024-25	695,000.00	3.750%	42,531.25	29,500.00	767,031.25
2025-26	725,000.00	4.000%	29,500.00	15,000.00	769,500.00
2026-27	750,000.00	4.000%	15,000.00	-	765,000.00
TOTAL	\$ 12,465,000.00		\$ 1,691,543.75	\$ 1,446,506.25	\$ 15,603,050.00

Total Outstanding Bonds: \$ 12,465,000.00

Total Original Issue: \$ 13,465,000.00

All Bonds with maturities February 15, 2022 callable February 15, 2021, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Refunding a portion of the City's outstanding revenue debt and constructing, acquiring and installing improvements, additions, and extensions to the system.

Paying Agent: Bank of New York Mellon

**UTILITY DEBT SERVICE
SCHEDULE OF REQUIREMENTS
2012 WATERWORKS & SEWER SYSTEM
REVENUE REFUNDING AND IMPROVEMENT BONDS**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 200,000.00	4.000%	\$ 88,815.63	\$ 88,415.63	\$ 377,231.26
2013-14	500,000.00	2.000%	88,415.63	83,415.63	671,831.26
2014-15	510,000.00	3.000%	83,415.63	75,765.63	669,181.26
2015-16	535,000.00	3.000%	75,765.63	67,740.63	678,506.26
2016-17	550,000.00	4.000%	67,740.63	56,740.63	674,481.26
2017-18	570,000.00	4.000%	56,740.63	45,340.63	672,081.26
2018-19	595,000.00	4.000%	45,340.63	33,440.63	673,781.26
2019-20	245,000.00	2.250%	33,440.63	30,684.38	309,125.01
2020-21	255,000.00	2.500%	30,684.38	27,496.88	313,181.26
2021-22	260,000.00	2.500%	27,496.88	24,246.88	311,743.76
2022-23	265,000.00	2.500%	24,246.88	20,934.38	310,181.26
2023-24	270,000.00	2.625%	20,934.38	17,390.63	308,325.01
2024-25	280,000.00	2.750%	17,390.63	13,540.63	310,931.26
2025-26	290,000.00	3.000%	13,540.63	9,190.63	312,731.26
2026-27	295,000.00	3.000%	9,190.63	4,765.63	308,956.26
2027-28	305,000.00	3.125%	4,765.63	-	309,765.63
TOTAL	\$ 5,925,000.00		\$ 687,925.08	\$ 599,109.45	\$ 7,212,034.53

Total Outstanding Bonds: \$ 5,925,000.00

Total Original Issue: \$ 5,925,000.00

All Bonds with maturities February 15, 2023 callable February 15, 2022, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Refunding a portion of the City's outstanding revenue debt and constructing, acquiring and installing improvements, additions, and extensions to the system.

Paying Agent: Bank of New York Mellon

**CERTIFICATES OF OBLIGATION
SCHEDULE OF REQUIREMENTS
2007-A COMBINATION TAX AND REVENUE - 4B ISSUANCE**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 510,000.00	4.000%	\$ 362,804.38	\$ 352,604.38	\$ 1,225,408.76
2013-14	530,000.00	4.000%	352,604.38	342,004.38	1,224,608.76
2014-15	550,000.00	4.500%	342,004.38	329,629.38	1,221,633.76
2015-16	580,000.00	5.000%	329,629.38	315,129.38	1,224,758.76
2016-17	605,000.00	4.000%	315,129.38	303,029.38	1,223,158.76
2017-18	630,000.00	4.000%	303,029.38	290,429.38	1,223,458.76
2018-19	655,000.00	4.000%	290,429.38	277,329.38	1,222,758.76
2019-20	685,000.00	4.150%	277,329.38	263,115.63	1,225,445.01
2020-21	710,000.00	4.250%	263,115.63	248,028.13	1,221,143.76
2021-22	745,000.00	4.250%	248,028.13	232,196.88	1,225,225.01
2022-23	775,000.00	4.375%	232,196.88	215,243.75	1,222,440.63
2023-24	810,000.00	4.375%	215,243.75	197,525.00	1,222,768.75
2024-25	850,000.00	5.000%	197,525.00	176,275.00	1,223,800.00
2025-26	895,000.00	5.000%	176,275.00	153,900.00	1,225,175.00
2026-27	940,000.00	5.000%	153,900.00	130,400.00	1,224,300.00
2027-28	985,000.00	5.000%	130,400.00	105,775.00	1,221,175.00
2028-29	1,035,000.00	5.000%	105,775.00	79,900.00	1,220,675.00
2029-30	1,090,000.00	5.000%	79,900.00	52,650.00	1,222,550.00
2030-31	1,145,000.00	4.500%	52,650.00	26,887.50	1,224,537.50
2031-32	1,195,000.00	4.500%	26,887.50	-	1,221,887.50
TOTAL	\$ 15,920,000.00		\$ 4,454,856.93	\$ 4,092,052.55	\$ 24,466,909.48

Total Outstanding Bonds: \$ 15,920,000.00

Total Original Issue: \$ 18,180,000.00

All Bonds with maturities February 15, 2018 callable February 15, 2017, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Construction of an athletic complex and related improvements

Paying Agent: Bank of New York Mellon

2007-B COMBINATION TAX AND REVENUE - TIF ISSUANCE

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 165,000.00	4.500%	\$ 173,489.38	\$ 169,776.88	\$ 508,266.26
2013-14	205,000.00	4.500%	169,776.88	165,164.38	539,941.26
2014-15	245,000.00	4.500%	165,164.38	159,651.88	569,816.26
2015-16	295,000.00	4.500%	159,651.88	153,014.38	607,666.26
2016-17	330,000.00	4.500%	153,014.38	145,589.38	628,603.76
2017-18	380,000.00	4.000%	145,589.38	137,989.38	663,578.76
2018-19	430,000.00	4.125%	137,989.38	129,120.63	697,110.01
2019-20	485,000.00	4.150%	129,120.63	119,056.88	733,177.51
2020-21	545,000.00	4.250%	119,056.88	107,475.63	771,532.51
2021-22	595,000.00	4.300%	107,475.63	94,683.13	797,158.76
2022-23	660,000.00	4.350%	94,683.13	80,328.13	835,011.26
2023-24	730,000.00	4.375%	80,328.13	64,359.38	874,687.51
2024-25	805,000.00	4.375%	64,359.38	46,750.00	916,109.38
2025-26	890,000.00	5.000%	46,750.00	24,500.00	961,250.00
2026-27	980,000.00	5.000%	24,500.00	-	1,004,500.00
TOTAL	\$ 7,740,000.00		\$ 1,770,949.44	\$ 1,597,460.06	\$ 11,108,409.50

Total Outstanding Bonds: \$ 7,740,000.00

Total Original Issue: \$ 8,040,000.00

All Bonds with maturities February 15, 2018 callable February 15, 2017, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption.

Purpose: Construction of an arts activity center and related improvements and development of a parking lot.

Paying Agent Bank of New York Mellon

**CERTIFICATES OF OBLIGATION
SCHEDULE OF REQUIREMENTS
2004 COMBINATION TAX AND REVENUE - 4B ISSUANCE**

Fiscal Year	Principal 15-Feb	Coupon Rate	Interest 15-Feb	Interest 15-Aug	Total
2012-13	\$ 935,000.00	4.000%	\$ 43,200.00	\$ 24,500.00	\$ 1,002,700.00
2013-14	980,000.00	5.000%	24,500.00	-	1,004,500.00
TOTAL	\$ 1,915,000.00		\$ 67,700.00	\$ 24,500.00	\$ 2,007,200.00

Total Outstanding Bonds: \$ 1,915,000.00

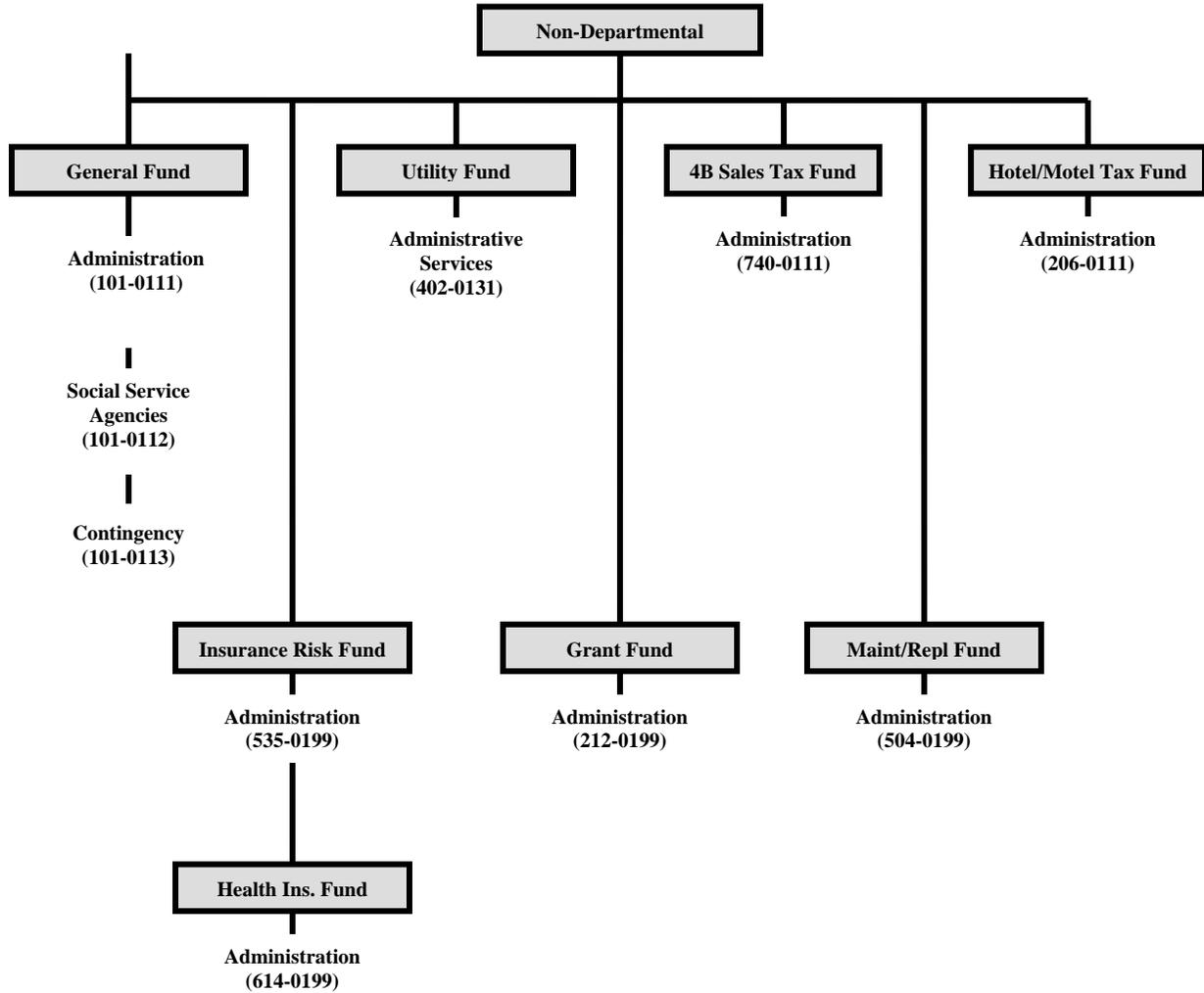
Total Original Issue: \$ 23,690,000.00

Bonds were defeased June 2012 and the City's remaining responsibility on this issue is reflected above.

Purpose: Acquisition of property and facilities for Convention/Civic Center purposes; construction and improvements of City park facilities; and Library improvements.

Paying Agent: Bank of New York Mellon

Non-Departmental Organizational Chart



Non-Departmental

The purpose of Non-Departmental/Miscellaneous is to provide segregated funds to all City departments and various social service agencies in Lewisville. In addition, consulting fees and contractual obligations are accounted for in this non-departmental cost center.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	1.00	1	1	-	-

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	437,914	(33,303)	226,455	153,333	153,000
Supplies	37,272	116,158	35,845	66,187	218,973
Services & Other Charges	880,318	1,061,714	814,767	1,122,510	1,681,633
Transfers & Reimbursement	12,783,129	6,464,710	16,497,573	7,897,956	17,526,514
Capital Outlay	90,862	1,103,516	321,308	1,639,426	307,593
	14,229,496	8,712,796	17,895,948	10,879,412	19,887,713

Non-Departmental

General Fund

(101-0111)

Administration

General Fund

Expenditures for professional services and other general government functions that cannot be allocated to individual departments are assigned Miscellaneous expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	62,298	9,747	164,066	90,066	152,000
Supplies	2,923	57,105	3,200	3,290	3,200
Services & Other Charges	441,287	422,784	370,295	338,141	448,784
Transfers & Reimbursement	-	-	55,000	-	267,480
Capital Outlay	-	-	-	52,277	-
	506,508	489,636	592,561	483,774	871,464

Personnel Schedule

Project Manager	0.59	0.70	0.70	-	-
Total Full-Time	0.59	0.70	0.70	-	-

(101-0112)

Social Service Agencies

General Fund

Financial Assistance to social service agencies operating within Lewisville is made available annually. Local agencies receiving aid include OPM, Salvation Army, Friends of the Family, Youth and Family Services, Pediplace, Retired Senior Volunteer Program, New Hope Learning Center, Camp Summit, Communities in Schools.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	173,250	170,000	170,000	170,000	170,000
	173,250	170,000	170,000	170,000	170,000

(101-0113)

Reserves / Contingency

General Fund

As required by the City Charter, Reserves/Contingency is the appropriated reserve for the General Fund, which is to be used for unforeseen events occurring during the fiscal year.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	-	-	100	100	100
	-	-	100	100	100

(101-0199)

Fund Balance Expenditures

General Fund

This activity tracks expenditures funded through General Fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	21,656	10,507	29,000	-	193,823
Services & Other Charges	180,201	142,617	179,662	271,407	823,390

Transfers & Reimbursement	7,664,507	1,207,342	1,666,000	1,207,342	2,135,415
Capital Outlay	34,995	-	109,678	11,000	307,593
	7,901,359	1,360,466	1,984,340	1,489,749	3,460,221

Hotel / Motel Tax Fund

(206-0100)

Administration

Hotel / Motel Tax Fund

This expenditure is a transfer to the Maintenance and Replacement Fund as pay back for a loan associated with the building of the Hilton Hotel and Conference Center.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Transfers & Reimbursement	-	-	-	-	1,500,000
	-	-	-	-	1,500,000

(206-0111)

Administration

Hotel / Motel Tax Fund

This account tracked a portion of the expenditures related to the oversight of the Arts Center construction, however, that position is no longer needed.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	14,414	14,374	-	14,615	-
Services & Other Charges	50	50	-	50	-
	14,464	14,424	-	14,665	-

Personnel Schedule

Projects Manager	0.11	-	-	-	-
Total Full-Time	0.11	-	-	-	-

(206-0199)

Fund Balance Expenditures

Hotel / Motel Tax Fund

This activity accounts for one-time expenditures out of the Hotel Motel fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	-	120,818	-	145,198	-
	-	120,818	-	145,198	-

Recreation Activity Fund

(210-0199)

Fund Balance Expenditures

Recreation Activity Fund

This activity accounts for one-time expenditures out of the Recreation Fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	12,694	-	-	-	-
Services & Other Charges	-	25,000	-	-	-
Capital Outlay	9,135	-	54,330	34,000	-
	21,829	25,000	54,330	34,000	-

Municipal Court Technology Fund

(229-0199)

Fund Balance Expenditures

Municipal Court Technology Fund

This activity accounts for one-time expenditures out of the Municipal Court Technology Fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Transfers & Reimbursement	-	131,000	-	105,000	-
Capital Outlay	19,232	-	-	26,000	-
	19,232	131,000	-	131,000	-

Water & Sewer Fund

(402-0131)

Administrative Services

Water & Sewer Fund

The purpose of this non-departmental activity is to account for all expenditures not directly associated with the provision of water/sewer service or utility billing such as the indirect cost transfer and debt service requirements.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	(77,559)	(57,424)	62,389	48,652	1,000
Services & Other Charges	85,187	109,197	73,720	74,210	88,181
Transfers & Reimbursement	3,260,894	3,924,531	10,879,510	5,007,506	10,944,557
	3,268,522	3,976,304	11,015,619	5,130,368	11,033,738

Personnel Schedule

Projects Manager	0.30	0.30	0.30	-	-
Total Full-Time	0.30	0.30	0.30	-	-

(402-0199)

Fund Balance Expenditures**Water & Sewer Fund**

This activity accounts for one-time expenditures and transfers to the capital projects program out of the Utility Fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	-	-	20,490	20,490	-
Transfers & Reimbursement	915,228	401,637	3,387,463	401,637	1,598,462
	915,228	401,637	3,407,953	422,127	1,598,462

Maintenance & Replacement Fund

(504-0199)

Fund Balance Expenditures**Maintenance & Replacement Fund**

This activity accounts for one-time expenditures out of the Maintenance and Replacement Fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	3,645	-	21,950
Services & Other Charges	-	-	-	-	150,678
Capital Outlay	-	1,049,282	-	1,481,586	-
	-	1,049,282	3,645	1,481,586	172,628

Insurance Risk Fund

(535-0199)

Fund Balance Expenditures**Insurance Risk Fund**

This activity accounts for one-time expenditures out of the Risk Fund reserves and transfers to the Health fund.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Transfers & Reimbursement	-	225,000	429,000	601,271	1,000,000
Capital Outlay	27,500	-	144,500	-	-
	27,500	225,000	573,500	601,271	1,000,000

Health Insurance Trust Fund

(614-0199)

Fund Balance Expenditures**Health Insurance Trust Fund**

This activity was used to account for transfers out to the Other Post Employment Benefits (OPEB) Fund when those transfers were made out of reserves. These transfers are now made out of operating revenues instead.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	438,762	-	-	-	-
Transfers & Reimbursement	482,500	494,600	-	494,600	-
	921,262	494,600	-	494,600	-

4B Sales Tax Fund

(740-0111)

Administration

4B Sales Tax Fund

This activity accounts for administrative costs and transfers to capital projects.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	343	-	500	500	500
Transfers & Reimbursement	460,000	60,000	60,000	60,000	60,000
	460,343	60,000	60,500	60,500	60,500

(740-0199)

Fund Balance Expenditures

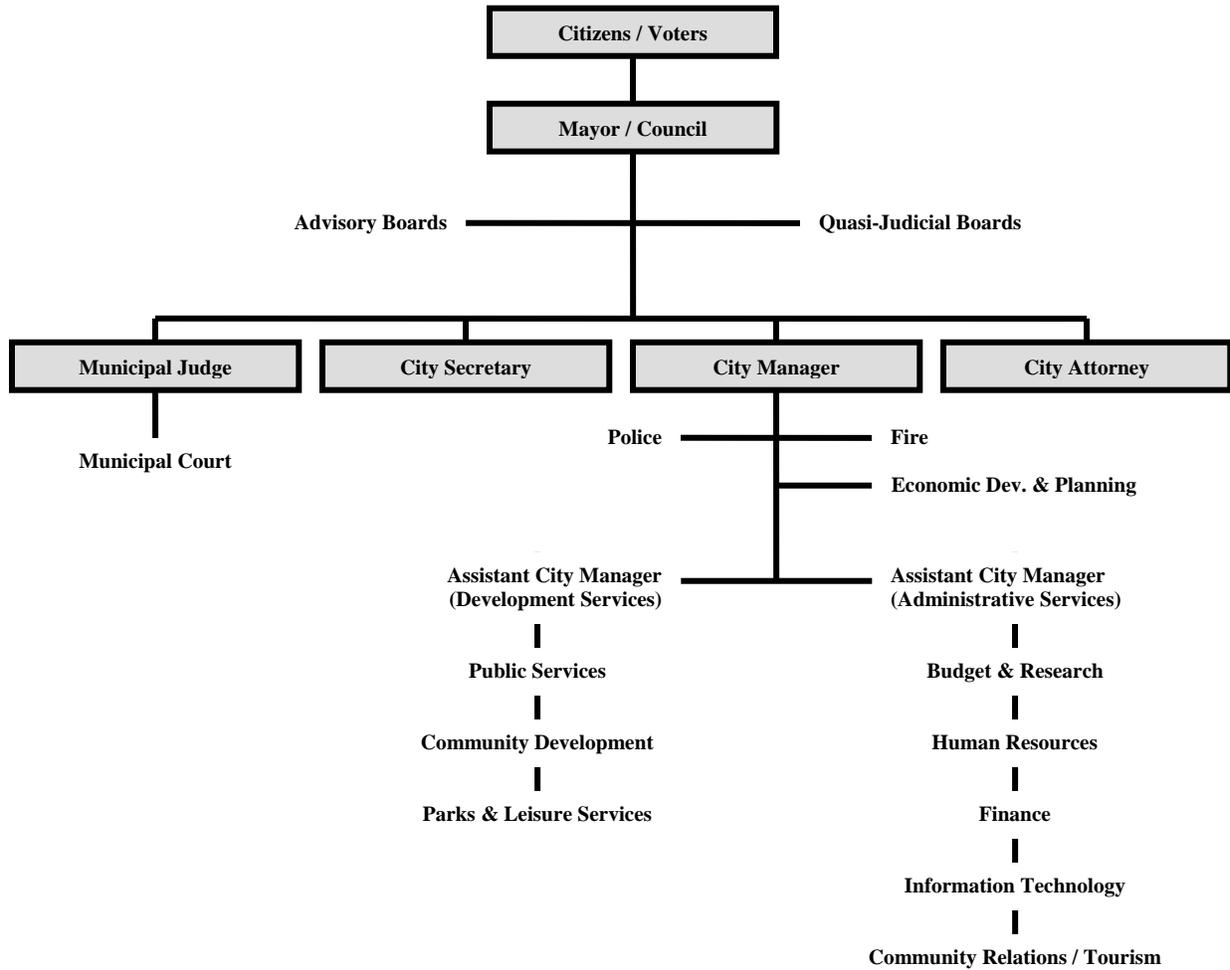
4B Sales Tax Fund

This activity accounts for one-time expenditures out of the 4B Fund reserves.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	48,546	-	62,897	-
Services & Other Charges	-	71,248	-	102,414	-
Transfers & Reimbursement	-	20,600	20,600	20,600	20,600
Capital Outlay	-	54,235	12,800	34,563	-
	-	194,629	33,400	220,474	20,600

Mayor / Council

Organizational Chart



Mayor & Council

It is the purpose of the Mayor and Council to provide policy direction and input to the City Manager and staff in order to meet the public service needs of the residents of Lewisville. Council members serve as the legislative body and are responsible for appointing the City Manager, City Secretary, City Attorney and Municipal Court Judge. In addition, Council provides guidance to State and Federal representatives, promotes interlocal cooperation with neighboring communities and takes an active role in community projects and functions.

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	8,232	8,189	9,788	9,788	9,788
Supplies	-	1,435	1,469	1,500	1,469
Services & Other Charges	44,792	43,969	55,593	55,562	55,593
	53,024	53,593	66,850	66,850	66,850

Mayor & Council

General Fund

(101-0211)

Administration

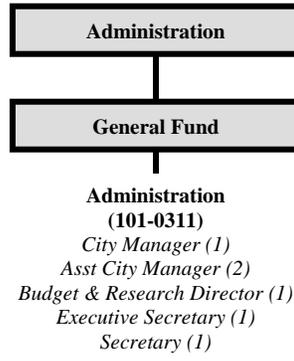
General Fund

The City of Lewisville operates under a Home Rule Charter with the Council/Manager form of government. All policy-making decisions are vested in the City Council. The City Council is comprised of five Council members and a Mayor, each serving three-year terms. The City Council appoints the City Manager, City Secretary, City Attorney and Municipal Judge. The City Council also appoints members to boards/commissions/committees and various ad hoc committees. Council members began receiving \$50 per City Council meeting attended through a change in the City Charter effective in late '04.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	8,232	8,189	9,788	9,788	9,788
Supplies	-	1,435	1,469	1,500	1,469
Services & Other Charges	44,792	43,969	55,593	55,562	55,593
	53,024	53,593	66,850	66,850	66,850

Administration

Organizational Chart



Administration

The purpose of the Administration Department is to provide leadership necessary for the implementation of City Council policy direction, administration of the organization and delivery of service to the citizens of Lewisville.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	6	6	6	6	6

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	963,489	980,791	970,733	962,832	979,914
Supplies	2,707	2,007	2,440	2,440	2,440
Services & Other Charges	12,725	14,144	13,450	13,816	16,073
Transfers & Reimbursement	-	-	-	-	1,884
	978,921	996,942	986,623	979,088	1,000,311

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Receive GFOA Distinguished Budget Award.	Y	Y	Y	Y	Y

Administration

General Fund

(101-0311)

CITY MANAGER'S OFFICE

General Fund

The City of Lewisville operates under the Council/Manager form of government. As Chief Executive Officer, the City Manager is appointed by and serves under the policy direction of the City Council. Responsibilities of the office include: providing information to the City Council on policy issues, implementing Council decisions, submitting the annual budget to Council and overseeing all municipal operations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	963,489	980,791	970,733	962,832	979,914
Supplies	2,707	2,007	2,440	2,440	2,440
Services & Other Charges	12,728	14,144	13,450	13,816	16,073
Transfers & Reimbursement	-	-	-	-	1,884
	978,924	996,942	986,623	979,088	1,000,311

Personnel Schedule

City Manager	1	1	1	1	1
Assistant City Manager	2	2	2	2	2
Budget & Research Director	1	1	1	1	1
Executive Secretary	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	6	6	6	6	6

Hotel / Motel Tax Fund

(206-0341)

Tourism

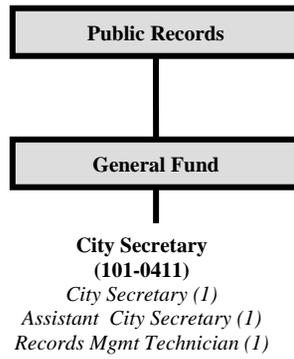
Hotel / Motel Tax Fund

This activity was moved to the Community Relations / Tourism Department (14) in FY 06-07.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	(3)	-	-	-	-
	(3)	-	-	-	-

Public Records

Organizational Chart



Public Records

To provide quality and efficient support services for the City Council in the form of agendas, minutes, ordinances, resolutions, proclamations and boards/commission administration; to provide City staff with an efficient and effective records management program; to provide Lewisville residents with a cost effective service to obtain birth/death information; and to conduct fair and impartial City elections.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	4	4	4	4	3

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	283,619	291,572	302,915	291,550	254,777
Supplies	11,703	13,448	10,792	11,433	9,718
Services & Other Charges	50,068	52,789	71,824	57,751	41,839
Transfers & Reimbursement	550	526	-	526	1,592
	345,939	358,334	385,531	361,260	307,926

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Cubic feet of records stored.	2,470	2,029	2,000	1,800	1,600
Death certificates issued.	2,009	880	900	900	800
Birth certificates issued.	2,682	2,660	2600	2600	2600
Percent of records on disposal list destroyed annually.	15%	21%	15%	15%	30%
"Clean out your files" recycling event.	1,687	-	-	-	-

Public Records

General Fund

(101-0411)

CITY SECRETARY

General Fund

The City Secretary's Office is responsible for the preparation and maintenance of all public records, some of which include: Council minutes, ordinances, resolutions, proclamations. The City Secretary's Office also conducts the records management program for the City and serves as local birth and death registrar.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	283,619	291,572	302,915	291,550	254,777
Supplies	11,703	12,176	10,792	10,161	9,718
Services & Other Charges	45,169	43,490	71,824	48,451	41,839
Transfers & Reimbursement	550	526	-	526	1,592
	341,040	347,763	385,531	350,688	307,926

Personnel Schedule

City Secretary	1	1	1	1	1
Assistant City Secretary	-	-	-	-	1
Deputy City Secretary	1	1	1	1	-
Records Management Technician	1	1	1	1	1
Secretary	1	1	1	1	-
Total Full-Time	4	4	4	4	3

(101-0412)

ELECTIONS

General Fund

This activity accounts for all expenses incurred for the administration of all City-held elections which are accomplished through the City Secretary's Office. Funding in this activity fluctuates annually depending on the number of elections anticipated to be held during the fiscal year.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	4,900	9,299	-	9,300	-
	4,900	9,299	-	9,300	-

Records Management Fund

(226-0411)

CITY SECRETARY

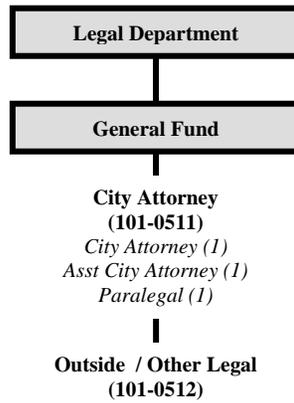
Records Management Fund

This activity in the Records Management Fund accounts for supplies and equipment used to store and replicate birth and death records. The entire fund balance is budgeted in FY 10-11. This amount will enable expenditures related to the archiving of birth and death records to be taken out of this fund until all funds are depleted. After which time, any future expenditures will be made out of the General Fund.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	1,272	-	1,272	-
	-	1,272	-	1,272	-

Legal Department

Organizational Chart



Legal Department

To provide responsible representation and advice in all legal matters concerning the City, its representatives and its employees. The Legal Department performs this mission by ensuring that the City is represented in all claims against it; effectively prosecutes claims by the City; monitors and assists with all lawsuits performed by outside legal counsel; provides legal advice, both written and oral opinions to the City Manager, City Council and staff and drafts all legal instruments such as ordinances, resolutions, deeds and contracts.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	3	3	3	3	3

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	546,198	537,794	491,684	522,347	508,195
Supplies	3,848	2,790	3,700	3,700	3,700
Services & Other Charges	40,920	42,892	45,889	46,424	46,691
Transfers & Reimbursement	-	-	-	-	1,379
	590,966	583,476	541,273	572,471	559,965

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Percent of legal opinions rendered within five (5) days.	95%	95%	95%	95%	95%
Obtain convictions on all cases of sufficient merit.	95%	95%	95%	95%	95%
Legal expenses per capita.	\$5.97	\$6.25	\$5.69	\$5.63	\$5.70

Legal Department

General Fund

(101-0511)

CITY ATTORNEY

General Fund

The City Attorney is appointed by the City Council and provides legal counsel to the City Council, City Manager and City Departments. The office recommends and assists outside legal counsel with regard to litigation and other matters. This office serves as Municipal Court Prosecutor and prepares City ordinances and resolutions.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	546,198	537,794	491,684	522,347	508,195
Supplies	3,848	2,790	3,700	3,700	3,700
Services & Other Charges	20,172	22,760	26,889	27,424	27,691
Transfers & Reimbursement	-	-	-	-	1,379
	570,218	563,344	522,273	553,471	540,965

Personnel Schedule

City Attorney	1	1	1	1	1
Assistant City Attorney	1	1	1	1	1
Paralegal	1	1	1	1	1
Total Full-Time	3	3	3	3	3
Alternate Prosecutor	0.58	0.58	0.58	0.58	0.58
Total Part-Time	0.58	0.58	0.58	0.58	0.58

(101-0512)

Outside / Other Legal

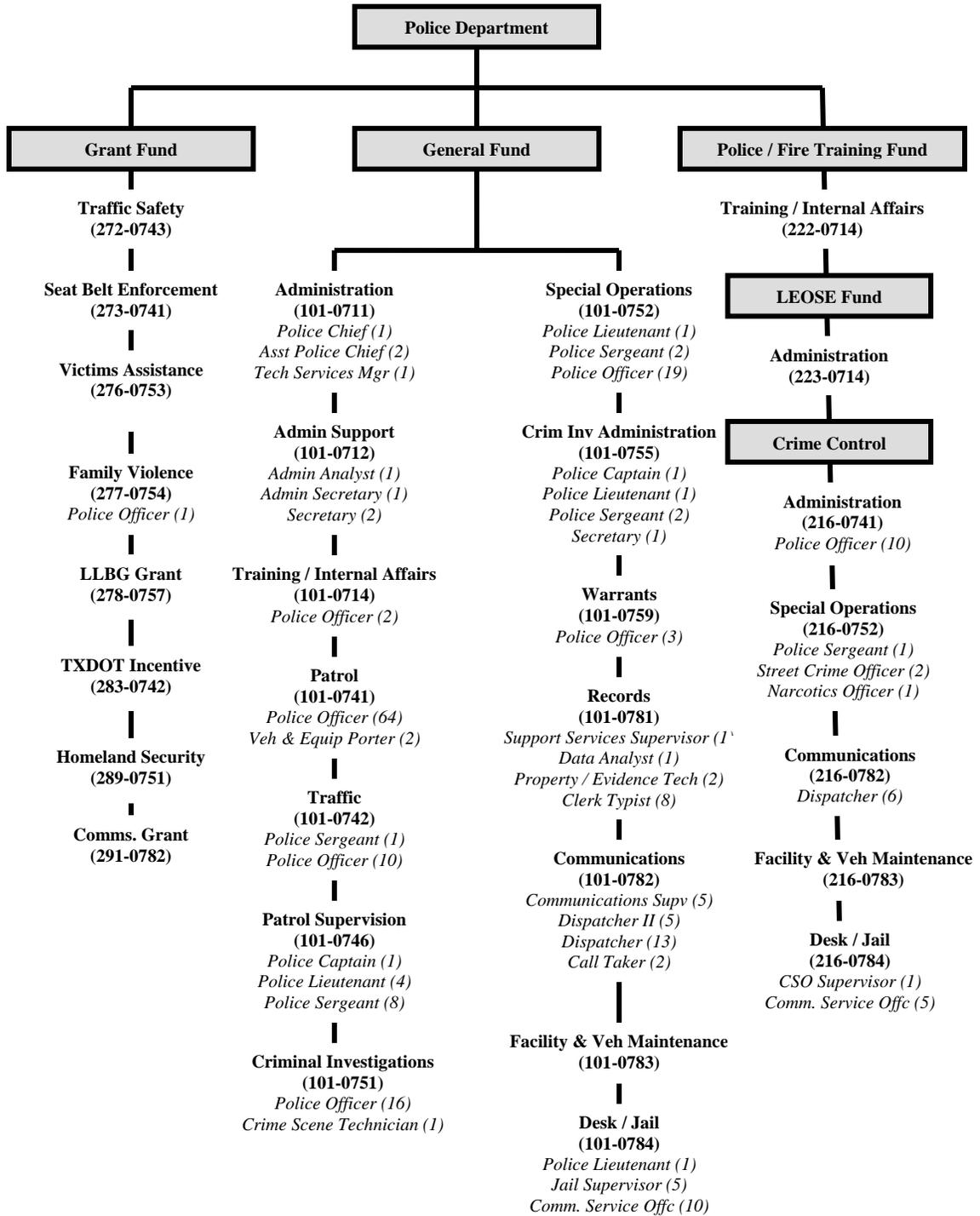
General Fund

Litigation of all suits against the City not covered by the City's insurance carrier is handled by outside counsel.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	20,748	20,132	19,000	19,000	19,000
	20,748	20,132	19,000	19,000	19,000

Police Department

Organizational Chart



POLICE DEPARTMENT

To work in partnership with the community to protect life and property, maintain order, and enforce the law. The activities in this fund account for the recently passed Crime Control District expenditures.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	200	201	201	211	227

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	16,316,456	16,707,592	17,729,960	16,881,568	20,208,718
Supplies	1,381,686	859,736	660,179	752,803	786,380
Special Services Other	1,121,822	934,005	939,196	974,797	891,422
Transfers & Reimbursement	357,652	475,098	501,600	440,560	529,664
Capital Outlay	316,078	-	-	-	64,648
	19,493,693	18,976,430	19,830,935	19,049,728	22,480,832

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Sworn FTE's per 1,000 population.	1.32	1.28	1.32	1.39	1.44
UCR - Part I crimes per 1,000 population.	38.5	32	37	37	33
UCR - Part I crimes clearance rate.	28%	29%	30%	30%	30%
Calls for service per 1,000 population.	637	570	660	620	600
Patrol availability factor / percent of time patrol officers patrol.	38%	40%	38%	38%	38%
Response time to top priority calls.	7:38	7:45	7:35	7:35	7:35
Reduce worker compensation injury claims.	47	45	45	43	47

Police Department

General Fund

(101-0711)

ADMINISTRATION

General Fund

Police Administration assures the effective delivery of police services by providing leadership and direction and managing fiscal affairs. The function also establishes goals and sets policy and procedural guidelines for the department.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	520,299	622,010	645,828	416,399	665,026
Supplies	7	-	-	-	-
Special Services Other	10,490	8,724	12,250	12,250	12,250
Total	530,796	630,734	658,078	428,649	677,276

Personnel Schedule

Police Chief	1	1	1	1	1
Assistant Police Chief	2	2	2	2	2
Technical Services Manager	1	1	1	1	1
Total Full-Time	4	4	4	4	4

(101-0712)

ADMINISTRATIVE SUPPORT

General Fund

Administrative Support provides clerical, payroll, administrative and fiscal services for police administration.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	192,833	248,203	257,358	248,111	264,269
Supplies	5,127	6,195	6,220	6,220	6,160
Special Services Other	4,939	5,030	6,877	6,877	5,002
Total	202,899	259,428	270,455	261,208	275,431

Personnel Schedule

Administrative Analyst	1	1	1	1	1
Administrative Secretary	1	1	1	1	1
Secretary	2	2	2	2	2
Total Full-Time	4	4	4	4	4

(101-0714)

Training & Internal Affairs

General Fund

The Training/Internal Affairs activity performs a variety of support services. These include background investigations of applicants; investigations concerning integrity of police employees; and training of employees to ensure compliance with state standards. The training function establishes training priorities for the departments, coordinated training through local, state and national sources and provides an assessment of training needs determined by evaluation of officer's strength and weaknesses, liability issues and other safety concerns.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	182,281	225,593	192,739	186,324	197,002
Supplies	23,868	60,561	37,500	63,301	36,600
Special Services Other	21,071	20,012	15,375	22,190	15,375

Transfers & Reimbursement	3,853	3,917	2,991	3,917	1,769
	231,073	310,084	248,605	275,732	250,746

Personnel Schedule

Police Officer	2	2	2	2	2
Total Full-Time	2	2	2	2	2

(101-0741)

PATROL **General Fund**

Patrol responds expeditiously to calls for service. While not answering calls for service, Patrol attempts to identify public safety problems and take appropriate actions to eliminate them.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	5,711,988	5,956,737	6,212,048	5,953,799	6,460,548
Supplies	317,951	274,299	223,175	262,371	238,627
Special Services Other	168,099	123,101	122,158	115,633	122,158
Transfers & Reimbursement	98,013	101,963	104,822	101,963	110,103
	6,296,051	6,456,100	6,662,203	6,433,766	6,931,436

Personnel Schedule

Police Officer	64	64	64	64	64
Vehicle & Equipment Porter	2	2	2	2	2
Total Full-Time	66	66	66	66	66

Lead Crossing Guard	0.34	0.34	0.34	0.34	0.34
School Crossing Guard	8.04	8.04	8.04	8.04	8.04
Total Part-Time	8.38	8.38	8.38	8.38	8.38

(101-0742)

TRAFFIC **General Fund**

The Traffic Unit investigates traffic accidents to determine the causes and then the unit focuses enforcement on the contributing factors in an effort to eliminate traffic accidents. It also responds to public concerns related to traffic law violators.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,009,805	1,054,680	1,068,979	1,028,175	1,112,191
Supplies	1,199	5,893	700	1,335	700
Special Services Other	22,367	12,033	11,675	11,675	11,675
Transfers & Reimbursement	23,899	28,021	58,776	28,021	61,603
	1,057,270	1,100,627	1,140,130	1,069,206	1,186,169

Personnel Schedule

Police Sergeant	1	1	1	1	1
Police Officer	10	10	10	10	10
Total Full-Time	11	11	11	11	11

PATROL/SUPERVISION**General Fund**

The Patrol / Supervision activity's purpose is to motivate and lead employees to optimum performance. Supervisors identify public safety problems and develop plans to deal with these problems.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,439,781	1,457,619	1,523,464	1,476,970	1,587,179
Supplies	242	-	-	-	-
Special Services Other	11,686	6,205	6,295	6,295	6,295
	1,451,708	1,463,824	1,529,759	1,483,265	1,593,474

Personnel Schedule

Police Captain	1	1	1	1	1
Police Lieutenant	4	4	4	4	4
Police Sergeant	8	8	8	8	8
Total Full-Time	13	13	13	13	13

CRIMINAL INVESTIGATION**General Fund**

Investigative Services conducts criminal investigations on assigned cases, performs crime scene searches, gathers evidence, interviews witnesses, interrogates suspects, executes arrest and search warrants and prepares prosecution reports.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,480,219	1,467,071	1,551,007	1,531,941	1,625,285
Supplies	10,687	14,808	4,410	4,660	4,410
Special Services Other	248,003	188,384	155,718	165,943	137,872
Transfers & Reimbursement	42,692	73,747	73,912	39,209	57,162
	1,781,601	1,744,010	1,785,047	1,741,753	1,824,729

Personnel Schedule

Police Officer	16	16	16	16	16
Crime Scene Technician	1	1	1	1	1
Total Full-Time	17	17	17	17	17

SPECIAL OPERATIONS**General Fund**

The Special Operations division includes three unique units responsible for services that reduce the number of calls for service assigned to patrol officers. The units consists of School Resource Officers (SROs), Neighborhood Resource Officers (NROs), and Directed Response/Patrol Officers (DPU). The SROs provide full-time police presence at all schools within the City limits. The NROs employ problem-solving skills in quality-of-life issues in their respective districts. The DPUs provide immediate response capabilities and are also charged with surveillance and apprehension responsibilities in high crime areas. In addition, one Lieutenant and two Police Officers have been added to assist with supervision of the entire unit and address narcotics concerns. One additional School Resource Officer was added in FY 11-12 to staff the new LISD campus.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,888,254	1,840,946	2,099,193	1,980,399	2,188,625
Supplies	3,680	2,851	8,661	2,321	4,061
Special Services Other	45,397	23,637	26,300	23,325	25,200
Transfers & Reimbursement	36,533	37,143	37,668	37,143	42,523
	1,973,864	1,904,577	2,171,822	2,043,188	2,260,409

Personnel Schedule

Police Lieutenant	1	1	1	1	1
Police Sergeant	2	2	2	2	2
Police Officer	18	19	19	19	19
Total Full-Time	21	22	22	22	22

(101-0755)

Criminal Investigations Administration**General Fund**

The Supervision and Administration activity's purpose is to motivate employees to optimum performance. Supervisors manage investigations and perform case reviews to ensure proper investigative techniques.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	659,829	530,874	544,887	557,675	563,549
Supplies	200	-	-	-	-
Special Services Other	5,302	2,341	2,361	2,361	2,361
	665,331	533,215	547,248	560,036	565,910

Personnel Schedule

Police Captain	1	1	1	1	1
Police Lieutenant	1	1	1	1	1
Police Sergeant	2	2	2	2	2
Secretary	1	1	1	1	1
Total Full-Time	5	5	5	5	5

(101-0759)

Warrants**General Fund**

This activity provides funding for warrant activity. These officers were previously in the Special Operations activity.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	178,775	183,256	188,708	182,741	272,395
Special Services Other	1,674	1,850	1,850	1,850	1,554
Transfers & Reimbursement	3,962	4,028	4,085	4,028	-
	184,411	189,134	194,643	188,619	273,949

Personnel Schedule

Police Officer	2	2	2	2	3
Total Full-Time	2	2	2	2	3

(101-0781)

RECORDS**General Fund**

The Records Unit's purpose is to maintain an organized central records system in support of police operations. Records also provides copies of reports to citizens and other agencies and provides statistical information to the FBI. This unit is also responsible for the proper handling of evidence. The unit stores and disposes of abandoned and stolen property or evidence acquired by the Police Department. It conducts the abandoned vehicle and property auctions and submits evidence for laboratory analysis.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	409,499	587,704	613,104	593,325	635,709

Supplies	46,343	967	1,000	1,000	1,000
Special Services Other	194,553	174,533	196,688	197,840	172,829
	650,396	763,204	810,792	792,165	809,538

Personnel Schedule

Support Services Supervisor	1	1	1	1	1
Crime Data Technician	1	1	1	1	1
Property & Evidence Tech	2	2	2	2	2
Clerk Typist	8	8	8	8	8
Total Full-Time	12	12	12	12	12

(101-0782)

COMMUNICATIONS

General Fund

The Communications Unit's purpose is to evaluate calls for service and assign appropriate resources. Communications also interfaces with a variety of data networks to provide support to units in the field. Communications also coordinates communications services for other City departments and contracting agencies.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,572,693	1,460,693	1,590,658	1,533,308	1,621,021
Supplies	9,205	713	700	700	700
Special Services Other	181,544	175,399	159,800	184,207	101,233
	1,763,442	1,636,805	1,751,158	1,718,215	1,722,954

Personnel Schedule

Communications Supervisor	5	5	5	5	5
Public Safety Dispatcher II	5	5	5	5	5
Public Safety Dispatcher	13	13	13	13	13
Call-Taker	2	2	2	2	2
Total Full-Time	25	25	25	25	25

(101-0783)

Facility & Vehicle Maintenance

General Fund

Facility/Vehicle Maintenance is an unstaffed activity. Funding is included for lease payments, police radios, computers and payment for building maintenance and janitorial services.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	245,190	364,775	281,912	281,162	292,893
Special Services Other	152,180	140,426	159,675	166,618	146,714
Transfers & Reimbursement	148,700	226,279	219,346	226,279	190,715
	546,070	731,480	660,933	674,059	630,322

(101-0784)

DESK / JAIL

General Fund

The purpose of the Desk/Jail activity is to provide safe and secure facilities for the temporary detention of prisoners. The unit also assists with walk-in customers by providing routing requests and writing reports.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	889,204	828,167	957,904	927,680	992,227

Supplies	50,674	45,962	51,822	51,922	50,322
Special Services Other	21,012	19,964	20,999	20,649	20,999
	960,890	894,093	1,030,725	1,000,251	1,063,548

Personnel Schedule

Police Lieutenant	1	1	1	1	1
Jail Supervisor	5	5	5	5	5
Community Service Officer	10	10	10	10	10
Total Full-Time	16	16	16	16	16

Grant Fund

(272-0743)

Grants - Traffic Safety

Grants-Traffic Safety

This activity accounts for a grant from the Texas Department of Transportation for a traffic safety program. The grant enables the City to conduct a speed and occupant protection enforcement program during selected holiday periods.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	75,901	42,281	76,374	58,807	77,398
Supplies	-	-	-	1,052	-
Special Services Other	1,906	1,858	1,600	1,600	1,852
	77,807	44,139	77,974	61,459	79,250

(273-0741)

Grants - Seat Belt Enforcement

Grants - STEP/CIOT

This activity accounts for a grant from TxDOT for the seat belt enforcement program during the Memorial Day and Thanksgiving Day holiday periods.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	6,599	6,000	6,000	6,908	5,896
	6,599	6,000	6,000	6,908	5,896

(276-0753)

Grants - Victims Assistance

GRANTS - VICTIM ASSIST.

This activity provides for one police officer who specializes in coordinating and managing of services for victims of violent crimes.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	86,209	88,510	91,159	86,983	-
Supplies	140	405	300	500	-
Special Services Other	6,570	5,150	790	4,990	-
	92,919	94,065	92,249	92,473	-

Personnel Schedule

Police Officer	1	1	1	1	-
Total Full-Time	1	1	1	1	-

(277-0754)

Grants - Family Violence Prevention **GRANTS - FAMILY VIOLENCE**

This activity accounts for a grant for the investigation and prevention of family violence related offenses in Lewisville. This grant was not received in FY 2009-2010. Receipt of this grant in FY 2010-2011 is uncertain.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	92,272	95,597	95,062	99,612
Supplies	-	757	900	980	630
Special Services Other	-	3,598	530	5,355	1,117
Transfers & Reimbursement	-	-	-	-	176
	-	96,627	97,027	101,397	101,535

Personnel Schedule

Police Officer	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(278-0757)

Local Law Enforcement Block Grant (LLEBG) **GRANTS-LOCAL LAW ENF.BG**

This grant provides equipment related to law enforcement activities.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	47,408	47,212	32,640	47,212	30,058
	47,408	47,212	32,640	47,212	30,058

(287-0742)

Grants - STEP / DWI Enforcement **Grants-TxDot STEP DWI**

This activity accounts for the TxDOT DWI enforcement grant.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	7,318	11,347	7,394	9,390	9,636
Special Services Other	798	649	1,170	2,607	384
	8,116	11,997	8,564	11,997	10,020

(289-0751)

Grants - Homeland Security - Police Department **HOMELAND SECURITY-POLICE**

This activity accounts for federal homeland security grants to the police department.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	37,243	27	-	-	-
Capital Outlay	156,367	-	-	-	-

193,610	27	-	-	-
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(295-0751)

Grants - Tobacco Education **TOBACCO EDUCATION GRANT**

This activity accounts for a federal tobacco education grant.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	3,969	2,980	3,900	3,900	-
Supplies	-	20	-	-	-
Special Services Other	31	-	100	100	-
	4,000	3,000	4,000	4,000	-

(298-0760)

SEX OFFENDER ADHERANCE **GRANT FUND**

This activity tracks grant funding to assist in monitoring known sex offenders in our community.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	21,504
	-	-	-	-	21,504

(298-0790)

ARRA-JAG 97K **GRANT FUND**

This activity accounts for a American Reinvestment and Recovery Act (ARRA) grant for critical training and various police equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	55,361	26,187	-	14,447	-
Capital Outlay	15,900	-	-	-	-
	71,261	26,187	-	14,447	-

(298-0791)

ARRA-JAG 659K **GRANT FUND**

This activity accounts for grant funding for various police equipment geared to enhance police and public safety operations. The grant also required a match of \$5,753 for the radio console project since the console would be partly used to dispatch for the fire department. The match was appropriated within the department budget.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	515,735	(917)	-	3,381	-
Capital Outlay	143,811	-	-	-	-
	659,546	(917)	-	3,381	-

(298-0792)

ARRA-VAWA 11K **GRANT FUND**

This activity accounts for grant funding for various police equipment geared to enhance police and public safety operations. Grant is awarded from American Reinvestment and Revitalization Act funding.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	11,425	-	-	-	-
	11,425	-	-	-	-

11,425	-	-	-	-
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CRIME CONT/PREV DISTRICT

(215-0741)

ADMINISTRATION

CRIME CONT/PREV DISTRICT

Patrol responds expeditiously to calls for service. While not answering calls for service, Patrol attempts to identify public safety problems and take appropriate actions to eliminate them.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	808,558
Supplies	-	-	-	-	16,900
Special Services Other	-	-	-	-	7,275
Transfers & Reimbursement	-	-	-	-	57,795
Capital Outlay	-	-	-	-	64,648
	-	-	-	-	955,176

Personnel Schedule

Police Officer	-	-	-	10	10
Total Full-Time	-	-	-	10	10

(215-0752)

SPECIAL OPERATIONS

CRIME CONT/PREV DISTRICT

The Special Operations division in this fund includes narcotic and street crimes investigation activities.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	352,166
Supplies	-	-	-	-	37,779
Special Services Other	-	-	-	-	10,816
	-	-	-	-	400,761

Personnel Schedule

Sergeant	-	-	-	-	1
Street Crime Officer	-	-	-	-	2
Narcotics Officer	-	-	-	-	1
Total Full-Time	-	-	-	-	4

(215-0782)

COMMUNICATIONS

CRIME CONT/PREV DISTRICT

The Communications unit evaluates calls for service and assigns appropriate resources.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	328,739
Supplies	-	-	-	-	2,100
Special Services Other	-	-	-	-	5,580

-	-	-	-	336,419
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Personnel Schedule

Dispatcher	-	-	-	-	6
Total Full-Time	-	-	-	-	6

(215-0783)

FACILITY / VEH MAINT. CRIME CONT/PREV DISTRICT

Funding is included for facility and vehicle maintenance expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	46,640
Special Services Other	-	-	-	-	43,976
Transfers & Reimbursement	-	-	-	-	7,818
	-	-	-	-	98,434

(215-0784)

DESK / JAIL CRIME CONT/PREV DISTRICT

The jail activity provides safe and secure facilities for the temporary detention of prisoners. The staff in this activity also assist with walk-in customers by providing routing requests and writing reports.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	318,762
Supplies	-	-	-	-	4,800
Special Services Other	-	-	-	-	7,550
	-	-	-	-	331,112

Personnel Schedule

Community Service Officer Supervisor	-	-	-	-	1
Community Service Officer	-	-	-	-	5
Total Full-Time	-	-	-	-	6

Fire & Police Training Fund

(222-0714)

Training & Internal Affairs Fire & Police Training Fund

This activity accounts for firearms simulator rentals and maintenance costs associated with the simulator.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,000	650	3,659	3,671	1,421
Supplies	-	-	239	239	2,000
Special Services Other	-	-	15,000	-	3,500
	1,000	650	18,898	3,910	6,921

LEOSE Fund

(223-0714)

TRAINING & INT AFFAIRS

LEOSE Fund

This activity tracks expenditures for the Law Enforcement Officers Standards and Education program. The Law Enforcement Officers Standards and Education (LEOSE) fund accounts for grant revenue received from the Comptroller's Office exclusively for the training of police officers. Uses can include materials, classes, registration costs, etc.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Special Services Other	11,676	11,629	11,985	13,932	2,855
	11,676	11,629	11,985	13,932	2,855

Police Asset Forfeiture Fund - State

(605-0752)

SPECIAL OPERATIONS

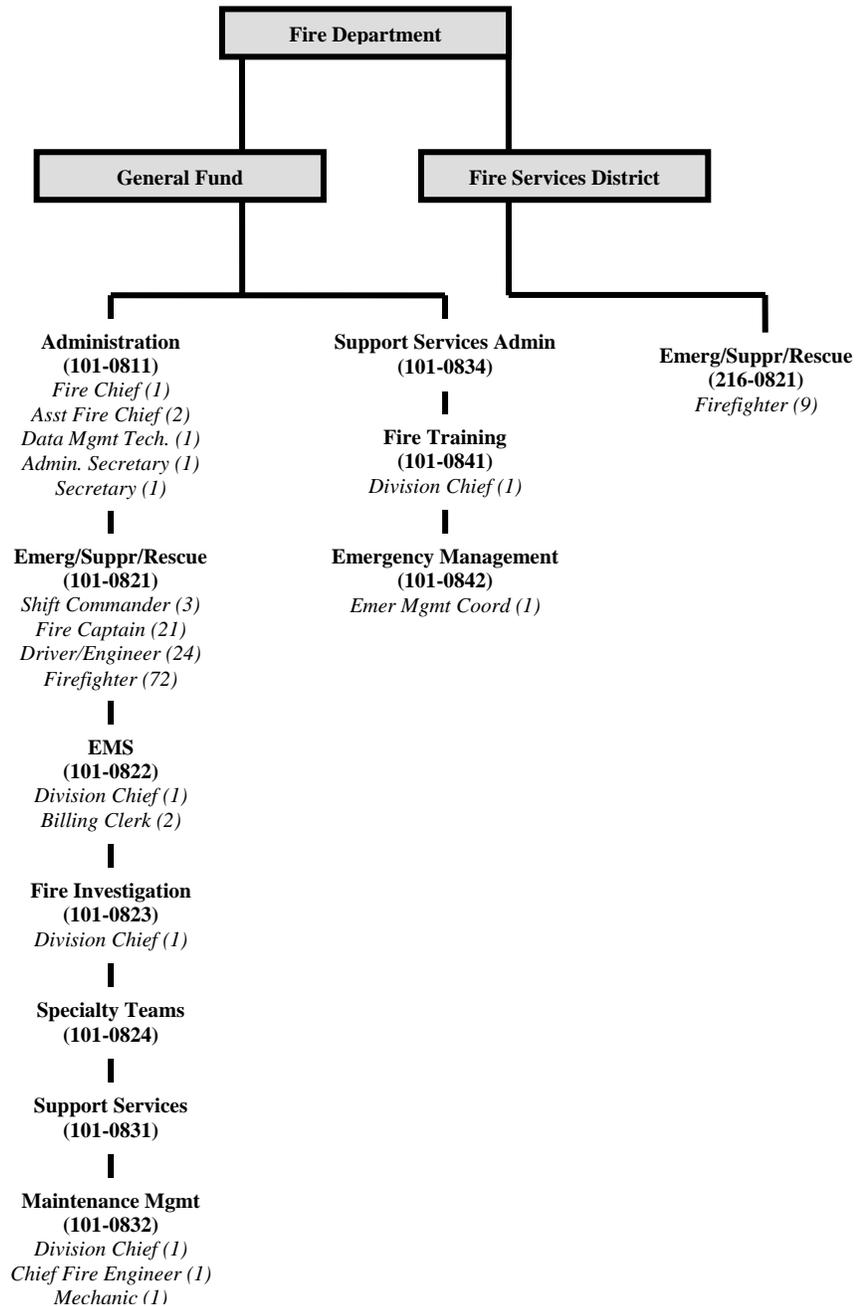
Police Asset Forfeiture Fund - State

Funds are received through revenue confiscated during drug-related offenses. Funds can be used for any police purpose.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	9,019	10,000	10,000	10,000
Special Services Other	12,524	9,481	10,000	8,500	25,000
	12,524	18,500	20,000	18,500	35,000

Fire Department

Organizational Chart



FIRE

To provide expert, rapid emergency response and proactive community risk reduction to preserve and enhance the quality of life in our community. The Fire Department assists anyone who is experiencing a threat to life or property in any form involving fire, explosion, emergency medical situations, entrapment, or chemicals, either in-progress or threatened.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	135	135	135	135	144

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	13,096,877	13,462,329	14,194,571	13,753,438	15,484,933
Supplies	689,616	679,039	682,263	690,363	813,400
Special Services Other	716,320	735,081	704,623	687,633	705,731
Transfers & Reimbursement	391,469	419,330	464,794	419,330	563,845
Construction In Progress	196,307	40,728	-	-	-
Capital Outlay	38,740	40,958	-	268,827	13,130
	15,129,330	15,377,465	16,046,251	15,819,591	17,581,039

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Number of EMS incidents per 1,000 population.	63.72	68.55	68.55	47.41	72.40
Fire service calls per 1,000 population.	32.62	35.64	32.62	21.17	37.42
Percent of EMS billings collected.	53%	50%	55%	55%	55%
Number of sworn fire FTE's per 1,000 population.	1.32	1.32	1.32	1.32	1.35
Average response time of fire companies to top priority calls.	4:43	6:11	5:53	6:09	6:10
Average EMS response time to top priority calls.	4:24	5:50	5:43	6:14	6:10
Fire loss as percentage of total property value.	.000112	.000190	.0001128	.000108	.000210
ISO fire insurance rating.	2	2	2	2	2

Fire

General Fund

(101-0811)

ADMINISTRATION

General Fund

This activity provides planning and direction for the department including personnel management, budget and capital improvement.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	619,867	622,147	657,543	635,498	676,926
Supplies	21,761	22,674	24,647	22,497	24,515
Special Services Other	12,445	8,654	9,659	9,717	11,584
Transfers & Reimbursement	7,477	7,601	7,709	7,601	7,851
	661,551	661,077	699,558	675,313	720,876

Personnel Schedule

Fire Chief	1	1	1	1	1
Assistant Fire Chief	2	2	2	2	2
Data Management Technician	1	1	1	1	1
Administrative Secretary	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	6	6	6	6	6

(101-0821)

Emergency/Suppression/Rescue

General Fund

This activity includes the personnel, apparatus and equipment necessary to respond to all emergency incidents at any moment to handle fire extinguishments, the rescue of trapped or endangered persons, support of the emergency medical services system and removal of imminently threatening hazards.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	11,608,212	11,902,280	12,404,394	12,001,155	12,883,973
Supplies	286,227	263,411	270,616	281,599	274,151
Special Services Other	98,400	76,279	90,115	83,330	102,920
Transfers & Reimbursement	197,491	200,787	219,377	200,787	223,423
	12,190,330	12,442,757	12,984,502	12,566,871	13,484,467

Personnel Schedule

Shift Commander	3	3	3	3	3
Fire Captain	21	21	21	21	21
Driver Engineer	24	24	24	24	24
Firefighter	72	72	72	72	72
Total Full-Time	120	120	120	120	120

EMS **General Fund**

The provision of Mobile Intensive Care Units and their equipment, plus the training of fire suppression personnel to become Emergency Medical Technicians and Paramedics is funded in this activity. Medical control by a physician is also included in this activity, as is EMS billing.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	212,187	233,063	247,817	233,670	259,728
Supplies	149,020	162,052	162,439	149,900	164,714
Special Services Other	93,527	111,750	120,176	115,310	120,471
Transfers & Reimbursement	135,872	148,868	169,682	148,868	185,809
	590,606	655,734	700,114	647,748	730,722

Personnel Schedule

Division Chief	1	1	1	1	1
Billing Technician	2	2	2	2	2
Total Full-Time	3	3	3	3	3

FIRE INVESTIGATION **General Fund**

This activity is responsible for investigation of all fires occurring in the City of Lewisville. This includes 24-hour immediate call-out capabilities for fire investigations and explosive devices either located or suspected.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	139,084	72,320	143,004	144,012	145,979
Supplies	3,716	2,301	4,375	2,245	7,521
Special Services Other	4,263	1,374	3,135	2,735	1,085
Transfers & Reimbursement	3,189	3,243	3,288	3,243	3,349
	150,252	79,238	153,802	152,235	157,934

Personnel Schedule

Division Chief	1	1	1	1	1
Total Full-Time	1	1	1	1	1

SPECIALTY TEAMS **General Fund**

This activity includes funding for specialty teams to include SCBA, boats, hazardous materials as well as high-angle or confined space, trench and dive rescue.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	39,660	34,795	43,750	41,650	43,750
Special Services Other	27,501	20,050	29,360	28,974	29,360
Transfers & Reimbursement	7,571	7,697	7,806	7,697	7,950
	74,733	62,542	80,916	78,321	81,060

(101-0831)

SUPPORT SERVICES**General Fund**

This activity includes funding for station and apparatus flags, replacement payments on two breathing air compressors and replacement payments and maintenance contracts for radio equipment and Mobile Data Terminals (MDTs).

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	8,739	7,837	12,600	12,600	12,725
Special Services Other	30,120	4,325	11,265	11,265	11,265
Transfers & Reimbursement	29,535	40,628	46,279	40,628	62,925
	68,394	52,790	70,144	64,493	86,915

(101-0832)

MAINTENANCE MANAGEMENT**General Fund**

Vehicle Maintenance is staffed with a Chief Engineer and one mechanic who are responsible for the maintenance of all fire vehicles and equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	156,067	155,366	162,373	156,934	313,294
Supplies	138,566	142,029	129,208	129,208	132,459
Special Services Other	142,410	179,710	155,736	172,554	158,142
Transfers & Reimbursement	4,984	5,067	5,138	5,067	7,955
	442,026	482,171	452,455	463,763	611,850

Personnel Schedule

Chief Fire Engineer	1	1	1	1	1
Mechanic	1	1	1	1	1
Division Chief	-	-	-	-	1
Total Full-Time	2	2	2	2	3

(101-0834)

Support Services Administration**General Fund**

This activity tracks postage and utility costs of the Fire Department.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	6,129	6,914	7,100	6,000	7,000
Special Services Other	206,265	194,538	207,017	182,803	204,850
	212,394	201,452	214,117	188,803	211,850

(101-0841)

FIRE TRAINING**General Fund**

Fire Training arranges both external and internal training for the Fire Department staff. The Division Chief provides internal classroom instruction in fire communications, fire safety, emergency medical service, diving and administration. Additionally, the Training Division Chief coordinates and schedules training with outside instructors and the State. The Training Division also provides a two-month certification course for new recruits.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	133,636	135,440	144,463	144,022	147,706
Supplies	5,623	7,779	13,350	10,050	13,745
Special Services Other	37,593	23,950	23,860	23,948	23,081
	176,852	167,169	181,673	178,020	184,532

Transfers & Reimbursement	2,758	2,804	2,843	2,804	2,896
	179,610	169,973	184,516	180,824	187,428

Personnel Schedule

Division Chief	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(101-0842)

Community Relations / Education

General Fund

This activity tracks expenditures to educate the public, specifically the youth of the community, in fire and emergency medical safety and in departmental public relations programs. This activity is also responsible for crisis management.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	215,612	221,075	229,052	224,806	93,524
Supplies	8,681	6,574	8,103	8,103	3,712
Special Services Other	12,717	10,852	10,600	10,600	11,387
Transfers & Reimbursement	2,592	2,635	2,672	2,635	-
	239,602	241,135	250,427	246,144	108,623

Personnel Schedule

Emergency Management Coordinator	1	1	1	1	1
Division Chief	1	1	1	1	-
Total Full-Time	2	2	2	2	1

Grant Fund

(286-0821)

Emergency/Suppression/Rescue

HOMELAND SECURITY - FIRE

This activity accounts for reimbursable purchases for the Texas Engineering and Extension Service (TEEX) State Homeland Security Grant.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Capital Outlay	19,926	14,962	-	15,000	-
	19,926	14,962	-	15,000	-

(286-0842)

Emergency Management

HOMELAND SECURITY - FIRE

This activity accounts for emergency management expenses eligible under the homeland security grant.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	4,757	-	21,386	-
Capital Outlay	-	18,697	-	230,202	-
	-	23,454	-	251,588	-

(298-0803)

CMAQ CONGESTN MTG AIR QUL**GRANT FUND**

This activity accounts for congestion mitigation air quality expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Construction In Progress	196,307	40,728	-	-	-
	196,307	40,728	-	-	-

(298-0805)

ALEX**GRANT FUND**

This activity accounts for reimbursements for the City's contribution (fire/EMS equipment and personnel) to the Hurricane Alex response.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	8,051	-	-	-	-
Supplies	122	-	-	-	-
	8,173	-	-	-	-

(298-0821)

WILDFIRE ASSISTANCE**GRANT FUND**

This activity accounts for reimbursements for wildfire response by the Fire Department to other jurisdictions.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	68,824	200,000	200,000	200,000
Supplies	-	83	-	-	-
Special Services Other	-	1,153	-	-	-
	-	70,060	200,000	200,000	200,000

(298-0841)

WILDFIRE ASSISTANCE**GRANT FUND**

This activity accounts for the City's contribution (fire/EMS equipment and personnel) to the Hurricane Ike response.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	69	44,220	-	-	-
Special Services Other	-	55,420	-	-	-
	69	99,640	-	-	-

(298-0853)

2009 UASI 176K**GRANT FUND**

This activity accounts for a federal Urban Areas Security Initiatives grant for P25 Software Upgrade to several radios and a video teleconferencing system.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	2,901	5,555	-	7,466	-
Supplies	16,638	16,326	-	-	-
Special Services Other	51,079	46,290	-	45,397	-
Capital Outlay	18,814	7,299	-	23,625	-
	89,433	75,470	-	76,488	-

FIRE SERVICES DISTRICT

(216-0811)

ADMINISTRATION

FIRE SERVICES DISTRICT

This activity provides for the general and administrative fee to the General Fund.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Transfers & Reimbursement	-	-	-	-	30,000
	-	-	-	-	30,000

(216-0821)

EMERGENCY/SUPPRES./RESCUE

FIRE SERVICES DISTRICT

Staff in this activity respond to emergency incidents at any moment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	748,667
Supplies	-	-	-	-	39,087
Special Services Other	-	-	-	-	4,050
	-	-	-	-	791,804

Personnel Schedule

Firefighter	-	-	-	-	9
Total Full-Time	-	-	-	-	9

(216-0822)

EMS

FIRE SERVICES DISTRICT

The provision of a Mobile Intensive Care Unit and its equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	4,058
Special Services Other	-	-	-	-	700
Transfers & Reimbursement	-	-	-	-	29,080
	-	-	-	-	33,838

(216-0831)

SUPPORT SERVICES

FIRE SERVICES DISTRICT

Activity includes funding for replacement payments on monitor defibrillators and radio equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	46,640
Transfers & Reimbursement	-	-	-	-	2,607
	-	-	-	-	49,247

(216-0832)

MAINTENANCE MANAGEMENT**FIRE SERVICES DISTRICT**

Vehicle maintenance is tracked in this activity.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	1,807
Special Services Other	-	-	-	-	2,206
Capital Outlay	-	-	-	-	13,130
	-	-	-	-	17,143

(216-0834)

SUPPORT-ADMIN-SUPERVISION**FIRE SERVICES DISTRICT**

This activity tracks postage and utility costs of the Fire department.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Special Services Other	-	-	-	-	630
	-	-	-	-	630

Fire & Police Training Fund

(222-0841)

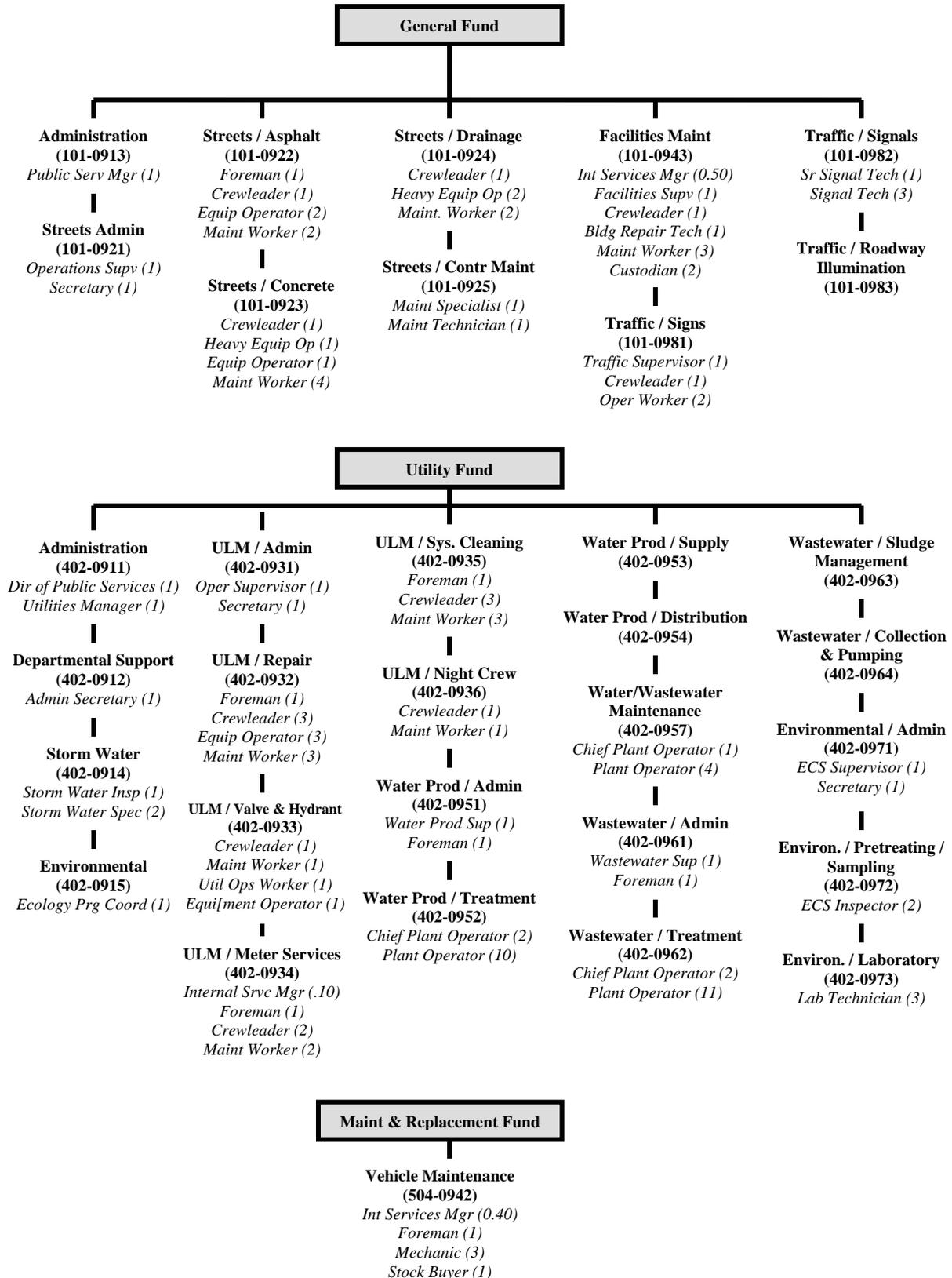
FIRE TRAINING**Fire & Police Training Fund**

This activity accounts for expenditures made related to the rental of the fire training facility.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,190	2,039	5,925	5,875	15,136
Supplies	4,734	1,507	6,075	5,125	37,516
Special Services Other	-	737	43,700	1,000	24,000
	5,925	4,283	55,700	12,000	76,652

Public Services Department

Organizational Chart



Public Services

The mission of the Public Services Department is to operate and maintain quality transportation, drainage and facility systems for the City with a commitment to customer satisfaction and to providing superior water and wastewater services and drainage systems for all consumers.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	123	123	123	123	123

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	7,618,660	7,708,227	8,070,421	7,731,291	8,332,528
Supplies	1,959,162	2,075,485	2,062,577	1,988,865	2,281,824
Services & Other Charges	8,036,251	8,642,245	8,269,901	8,101,742	8,488,502
Transfers & Reimbursement	3,241,955	2,672,378	3,026,797	2,672,378	3,633,649
Capital Outlay	1,509,905	2,349,428	2,706,261	2,964,704	3,082,021
	22,365,933	23,447,763	24,135,957	23,458,980	25,818,524

Performance Measures

	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
	Actual	Actual	Budget	Revised	Adopted
Reduce workers compensation injury claims (Public Services)	29	29	27	29	29
Percent of paved lane mile assessed in satisfactory condition.	81%	81%	82%	79%	81%
Pounds of recycled material collected per household.	272	313	285	338	338
Facilities maintenance work orders completed within in 5 days	1485	1150	1200	1200	1200
Number of water main breaks.	75	96	70	110	100
Percent electric rates lower than average available rate	30%	32%	30%	30%	30%
Operating and maintenance cost per lane mile.	\$5,945	\$5,398	\$6,513	\$5,818	\$9,334
Percent of signal trouble calls resolved within 45 minutes of notification.	71%	59%	75%	58%	60%
Total gallons pumped (millions) consumption.	5,269	6,145	5,402	5,502	5,600
Ratio of significant non-compliance for all SIUs.	0	0	3	2	3
Wastewater O&M treatment cost per million gallons (Influent).	807	710	897	725	723
Water cost per million gallons pumped (to distribution).	1306	1,375	1,470	1,443	1,450
Water use per 1,000 population (Sales).	44,913,385	52,523,668	50,124,000	47,910,835	50,988,000
Percent of water unaccounted for.	17.3%	17.5%	10%	16%	12%
Total gallons unaccounted for / water loss (millions).	909	1,366	540	880	672
Percent of purchased water fixed demand used.	86%	94%	94%	96%	96%
Total gallons metered (millions) sales.	4,278	5,066	4,862	4,621	4,928
Public education programs.	40	50	22	48	50
Tons of refuse collected per household account.	1.41	1.32	1.25	1.27	1.27
Solid waste diversion rate.	9.8%	10.73%	10.0%	12%	12%
Number of water main breaks per main mile.	0.18	0.23	0.17	0.26	0.23
Ratio of volume of sewage to water sold (I & I).	90/100	79/100	80/100	80/100	79/100
Number of City main stoppages per main mile.	0.15	0.10	0.14	0.07	0.06
Number of City main stoppages.	50	33	45	24	20
Work orders per mechanic.	582.66	556	650	550	550
Percent of vehicles serviced within one day.	88.49%	85.23%	90%	90%	90%
Fleet availability.	94.5%	94.51%	95%	95%	95%

Public Services

General Fund

(101-0913)

Administration

General Fund

Manages and coordinates the personnel, equipment and budgetary resources dedicated to preserving and maintaining streets, traffic control devices, utility lines and city-owned vehicles and facilities.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	114,387	125,037	129,003	103,872	132,693
Supplies	724	664	870	892	870
Services & Other Charges	59,487	66,748	72,265	68,946	72,021
Transfers & Reimbursement	701	1,051	1,051	1,051	5,814
	175,297	193,500	203,189	174,761	211,398

Personnel Schedule

Public Works Manager	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(101-0921)

Streets Administration

General Fund

Supervises all street maintenance and drainage activities, plans schedules and implements projects, responds to customer requests for service and maintains the pavement management program.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	128,850	132,508	137,078	132,131	141,597
Supplies	7,845	6,704	9,350	9,350	9,500
Services & Other Charges	29,917	34,077	34,945	34,945	34,945
Transfers & Reimbursement	2,554,276	1,656,683	1,820,919	1,656,683	2,540,943
	2,720,888	1,829,972	2,002,292	1,833,109	2,726,985

Personnel Schedule

Operations Supervisor	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(101-0922)

STREETS / ASPHALT

General Fund

Provides manpower and material to perform asphalt repairs, crack sealing, pothole repairs and replace asphalt street failures. Assists with other divisional activities and concrete repairs as time allows.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	330,629	326,766	356,077	343,638	368,960
Supplies	225,939	191,635	216,963	212,058	215,479
Services & Other Charges	13,941	12,526	7,975	11,500	8,675
Transfers & Reimbursement	31,642	36,309	36,823	36,309	37,808

602,151	567,236	617,838	603,505	630,922
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Personnel Schedule

Foreman	1	1	1	1	1
Crewleader	1	1	1	1	1
Equipment Operator	2	2	2	2	2
Maintenance Worker	2	2	2	2	2
Total Full-Time	6	6	6	6	6

(101-0923)

STREETS / CONCRETE

General Fund

Provides manpower and materials to perform small-scale repair of concrete streets, curbs, gutters, alleys and sidewalks.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	378,230	373,674	389,400	381,474	406,352
Supplies	112,845	153,390	149,900	146,900	153,100
Services & Other Charges	9,192	7,412	6,125	7,650	6,525
Transfers & Reimbursement	21,751	22,206	22,520	22,206	22,936
	522,019	556,682	567,945	558,230	588,913

Personnel Schedule

Crewleader	1	1	1	1	1
Heavy Equipment Operator	1	1	1	1	1
Equipment Operator	1	1	1	1	1
Maintenance Worker	4	4	4	4	4
Total Full-Time	7	7	7	7	7

(101-0924)

Streets - Drainage/R.O.W.

General Fund

Provides manpower and materials for routine cleaning and maintenance of roadside ditches, creeks and channels. Maintains storm water collection system and inlet boxes.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	377,155	359,134	383,727	369,365	384,608
Supplies	64,280	48,693	54,150	43,350	55,445
Services & Other Charges	54,476	42,961	46,975	67,350	47,950
Transfers & Reimbursement	51,518	47,215	48,581	47,215	49,900
	547,429	498,003	533,433	527,280	537,903

Personnel Schedule

Foreman	1	1	1	1	1
Crewleader	1	1	1	1	1
Heavy Equipment Operator	2	2	2	2	2
Maintenance Worker	1	1	1	1	1
Total Full-Time	5	5	5	5	5

(101-0925)

Streets - Contract Maintenance**General Fund**

Provides the manpower to manage and coordinate all annual contracts for large scale repair of concrete streets and major curb, gutter and sidewalk replacements. Manages and inspects asphalt recycling and overlay projects. Collects, verifies and enters data required for the Pavement Management System.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	131,751	135,663	139,899	134,587	144,615
Supplies	2,096	2,679	2,350	2,350	2,750
Services & Other Charges	3,232	1,850	1,900	1,900	1,900
Transfers & Reimbursement	1,256	1,277	1,295	1,277	1,319
	138,335	141,469	145,444	140,114	150,584

Personnel Schedule

Street Maintenance Specialist	1	1	1	1	1
Street Maintenance Technician	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(101-0943)

FACILITIES MAINTENANCE**General Fund**

Provides supervision, manpower and materials for the maintenance, repair and cleaning needed to preserve the condition of city-owned facilities and systems. The increase in services and other charges is related to increases in maintenance funding.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	414,048	446,222	474,156	453,387	495,286
Supplies	53,373	56,874	56,916	56,916	56,800
Services & Other Charges	367,773	313,007	368,942	335,601	356,513
Transfers & Reimbursement	5,838	5,935	6,019	5,935	6,130
	841,032	822,039	906,033	851,839	914,729

Personnel Schedule

Internal Services Manager	0.50	0.50	0.50	0.50	0.50
Facilities Supervisor	1	1	1	1	1
Crewleader	1	1	1	1	1
Building Repair Technician	1	1	1	1	1
Custodian	2	2	2	2	2
Maintenance Worker	3	3	3	3	3
Total Full-Time	8.50	8.50	8.50	8.50	8.50

(101-0981)

Traffic - Signs & Markings**General Fund**

Provides supervision, manpower and materials for the fabrication and installation of traffic control signs and pavement markings.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	240,682	251,292	258,978	249,243	268,563
Supplies	41,328	56,324	51,620	55,811	50,495
Services & Other Charges	6,755	5,623	4,560	5,216	5,410
Transfers & Reimbursement	4,056	4,123	4,181	4,123	5,063
	292,821	317,362	319,339	314,393	329,531

Personnel Schedule

Traffic Supervisor	1	1	1	1	1
Crewleader	1	1	1	1	1
Traffic Operations Worker	2	2	2	2	2
Total Full-Time	4	4	4	4	4

(101-0982)

TRAFFIC - SIGNALS**General Fund**

Provides supervision, manpower and materials for repairs, operation and maintenance of traffic signals and school zone beacons.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	249,916	276,981	285,468	274,977	298,196
Supplies	45,652	48,233	38,700	40,505	40,500
Services & Other Charges	102,463	83,788	100,234	102,559	93,172
Transfers & Reimbursement	15,088	15,431	15,649	15,431	17,422
	413,119	424,433	440,051	433,472	449,290

Personnel Schedule

Senior Signal Technician	2	2	2	2	2
Traffic Signal Technician	2	2	2	2	2
Total Full-Time	4	4	4	4	4

(101-0983)

Traffic - Roadway Illumination**General Fund**

Provides materials and energy costs to maintain the freeway lighting system and energy cost for all street lighting.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	2,214	2,196	1,000	3,000	1,000
Services & Other Charges	461,165	488,812	479,900	483,900	477,028
	463,379	491,007	480,900	486,900	478,028

Water & Sewer Fund

(402-0911)

Administration**Water & Sewer Fund**

Administration is responsible for public relations, planning improvement in job tasks, budget control problem solving, general management of the Utilities Department, long-range planning and management of water and wastewater capital projects.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	287,798	300,215	309,841	300,976	317,901
Supplies	11,308	20,350	11,250	20,672	55,370
Services & Other Charges	39,915	53,136	123,830	67,887	52,860
Transfers & Reimbursement	428,745	719,756	901,818	719,756	761,568
	767,766	1,093,457	1,346,739	1,109,291	1,187,699

Personnel Schedule

Director of Public Services	1	1	1	1	1
Utilities Manager	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(402-0912)

DEPARTMENTAL SUPPORT**Water & Sewer Fund**

This activity provides office support for public services functions.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	63,165	64,883	67,234	64,900	69,268
Supplies	2,264	2,676	2,750	2,750	2,750
Services & Other Charges	7,877	13,988	41,816	61,325	40,810
	73,306	81,546	111,800	128,975	112,828

Personnel Schedule

Administrative Secretary	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(402-0914)

STORMWATER**Water & Sewer Fund**

This activity funds stormwater management expenditures.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	203,750	188,452	207,805	204,425	212,830
Supplies	9,868	8,773	8,883	8,913	8,883
Services & Other Charges	22,368	20,421	22,286	22,365	22,286
Transfers & Reimbursement	3,208	4,033	4,090	4,033	5,050
	239,194	221,679	243,064	239,736	249,049

Personnel Schedule

Storm Water Inspector	2	2	2	2	2
Storm Water Specialist	1	1	1	1	1
Total Full-Time	3	3	3	3	3

(402-0915)

ENVIRONMENTAL**Water & Sewer Fund**

This activity is responsible for recycling and household hazardous waste programs.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	102,400	105,745	104,099	103,646	108,021
Supplies	17,258	13,184	12,054	12,508	18,404
Services & Other Charges	70,809	76,544	67,700	77,267	70,300
	190,468	195,474	183,853	193,421	196,725

Personnel Schedule

Env. Programs Coordinator	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(402-0931)

Utility Line Maintenance - Administration**Water & Sewer Fund**

Supervises all water and sewer line maintenance activities. Plans, schedules and implements projects and responds to customer requests for service.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	135,247	135,457	144,868	139,806	129,013
Supplies	3,114	1,090	3,000	3,025	3,000
Services & Other Charges	19,184	15,856	18,834	19,130	25,338
Transfers & Reimbursement	1,373	1,727	1,751	1,727	1,784
	158,917	154,130	168,453	163,688	159,135

Personnel Schedule

Operations Supervisor	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(402-0932)

Utility Line Maintenance - Repair**Water & Sewer Fund**

Provides manpower and material to preserve the condition of all water and wastewater line related appurtenances.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	594,477	603,915	630,068	609,115	616,860
Supplies	197,541	212,833	216,249	208,203	233,419
Services & Other Charges	29,502	28,222	16,275	18,810	16,300
Transfers & Reimbursement	46,592	59,128	60,498	59,128	42,764
Capital Outlay	-	-	-	-	24,020
	868,111	904,097	923,090	895,256	933,363

Personnel Schedule

Foreman	1	1	1	1	1
Crewleader	3	3	3	3	3
Equipment Operator	3	3	3	3	3
Maintenance Worker	3	3	3	3	3
Total Full-Time	10	10	10	10	10

Utility Line Maintenance - Valve & Hydrant**Water & Sewer Fund**

Provides manpower and materials to inspect, operate, maintain and map all water valves and hydrants. Implements system operation plans and performs line locates.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	238,809	223,109	240,906	232,623	241,091
Supplies	17,395	19,481	15,425	15,425	15,775
Services & Other Charges	4,132	2,913	3,325	2,850	3,325
Transfers & Reimbursement	-	2,486	2,521	2,486	6,010
	260,335	247,990	262,177	253,384	266,201

Personnel Schedule

Crewleader	1	1	1	1	1
Utility Operations Worker	1	1	1	1	1
Maintenance Worker	1	1	1	1	1
Equipment Operator	1	1	1	1	1
Total Full-Time	4	4	4	4	4

Utility Line Maintenance - Meter Services**Water & Sewer Fund**

Provides manpower and materials to repair, maintain and test water meters.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	270,669	278,427	289,961	272,946	299,619
Supplies	99,867	109,822	107,635	115,315	118,257
Services & Other Charges	212,892	210,592	227,342	236,658	230,259
Transfers & Reimbursement	5,634	5,634	7,184	5,634	7,317
	589,061	604,476	632,122	630,553	655,452

Personnel Schedule

Internal Services Manager	0.10	0.10	0.10	0.10	0.10
Foreman	1	1	1	1	1
Senior Meter Ops Worker	2	2	2	2	2
Meter Operations Worker	2	2	2	2	2
Total Full-Time	5.10	5.10	5.10	5.10	5.10

Utility Line Maintenance - Collection System Cleaning**Water & Sewer Fund**

Provides manpower and material to inspect and maintain wastewater lines. Inspects lines with cameras, cleans lines and checks manholes. Also provides cleaning of residential service lines for customers.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	430,806	449,169	465,152	449,676	477,980
Supplies	31,815	39,468	34,000	31,500	43,800
Services & Other Charges	18,884	10,791	10,200	9,250	11,150
Transfers & Reimbursement	35,811	45,050	45,687	45,050	72,173
	517,315	544,478	555,039	535,476	605,103

Personnel Schedule

Foreman	1	1	1	1	1
Crewleader	3	3	3	3	3
Maintenance Worker	3	3	3	3	3
Total Full-Time	7	7	7	7	7

(402-0936)

Utility Line Maintenance - Night Crew**Water & Sewer Fund**

Provides manpower and material to respond to all customer requests for service after hours.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	122,048	128,267	133,842	129,233	144,619
Supplies	7,268	9,218	7,050	6,050	9,140
Services & Other Charges	2,066	1,375	1,375	1,375	1,375
Transfers & Reimbursement	1,862	2,342	3,079	2,342	3,136
	133,245	141,202	145,346	139,000	158,270

Personnel Schedule

Crewleader	1	1	1	1	1
Maintenance Worker	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(402-0951)

Water Production - Administration**Water & Sewer Fund**

Manages and coordinates personnel, funding and material to produce drinking water that meets the community, State and Federal requirements.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	143,924	146,153	147,105	140,190	146,217
Supplies	1,936	1,605	1,900	2,020	1,900
Services & Other Charges	19,420	89,166	87,325	89,668	85,950
	165,280	236,924	236,330	231,878	234,067

Personnel Schedule

Water Production Superintendent	1	1	1	1	1
Foreman	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(402-0952)

Water Production - Treatment Operations**Water & Sewer Fund**

Treatment operations is responsible for the processing of raw water through chemical addition, flocculation, sedimentation and filtration and provides maintenance and upkeep of plant equipment, pump stations and elevated and ground storage facilities.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	640,354	642,101	706,829	642,155	752,018
Supplies	320,025	385,448	318,372	287,039	375,113
Services & Other Charges	519,028	514,494	459,864	421,205	625,433
Transfers & Reimbursement	1,707,237	2,232	2,264	2,232	2,463

Capital Outlay	-	20,961	-	26,277	-
	1,481,114	1,565,236	1,487,329	1,378,908	1,755,027

Personnel Schedule

Chief Plant Operator	2	2	2	2	2
Plant Operator	10	10	10	10	10
Total Full-Time	12	12	12	12	12

(402-0953)

Water Production - Water Supply

Water & Sewer Fund

This activity accounts for the purchase of raw and treated water, maintains the intake structure and related pumping equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	19,016	21,122	21,750	15,315	21,750
Services & Other Charges	4,107,674	4,579,774	4,165,930	4,009,533	4,167,127
Capital Outlay	-	10,710	-	10,710	-
	4,126,690	4,611,606	4,187,680	4,035,558	4,188,877

(402-0954)

Water Production - Distribution & Storage

Water & Sewer Fund

This activity accounts for expenses related to the distribution and storage of potable water including electricity and related supplies and materials.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	54,652	68,636	49,257	78,116	68,197
Services & Other Charges	376,711	424,081	414,579	438,346	476,575
Transfers & Reimbursement	1,933	2,431	2,465	2,431	1,634
Capital Outlay	50,078	20,286	-	21,762	-
	483,373	515,434	466,301	540,655	546,406

(402-0957)

Water / Wastewater Maintenance

Water & Sewer Fund

This activity maintains the water and wastewater treatment facilities and equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	282,777	292,752	290,743	279,900	311,137
Supplies	16,075	20,299	16,250	19,666	17,150
Services & Other Charges	10,549	7,822	8,050	8,250	9,375
Transfers & Reimbursement	5,086	6,394	6,485	6,394	9,476
Capital Outlay	-	-	-	-	56,342
	314,487	327,267	321,528	314,210	403,480

Personnel Schedule

Foreman	1	1	1	1	1
Plant Operator	4	4	4	4	4
Total Full-Time	5	5	5	5	5

Wastewater Disposal - Administration**Water & Sewer Fund**

Administration and Support supervises, plans and coordinates projects within budgeted funds, oversees the treatment process and discharge of treated wastewater collected back to the surface water and processes and disposes of treated sludge.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	169,268	136,063	173,347	167,332	168,910
Supplies	4,787	4,655	4,550	4,550	5,550
Services & Other Charges	77,336	119,047	81,592	83,696	84,517
Transfers & Reimbursement	854	1,116	1,132	1,116	1,132
	252,244	260,881	260,621	256,694	260,109

Personnel Schedule

Wastewater Superintendent	1	1	1	1	1
Foreman	1	1	1	1	1
Total Full-Time	2	2	2	2	2

Wastewater Disposal - Treatment Operations**Water & Sewer Fund**

Treatment operations monitors and controls the treatment plant's biological process and maintains and repairs treatment plant process units and equipment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	769,365	755,249	752,386	729,034	815,663
Supplies	270,106	282,185	310,135	297,904	336,012
Services & Other Charges	849,421	879,956	854,151	871,281	914,168
Transfers & Reimbursement	3,566	4,552	4,617	4,552	4,856
Capital Outlay	48,917	-	36,900	-	76,500
	1,941,376	1,921,941	1,958,189	1,902,771	2,147,199

Personnel Schedule

Chief Plant Operator	2	2	2	2	2
Plant Operator	11	11	11	11	11
Total Full-Time	13	13	13	13	13

Wastewater Disposal - Sludge Management**Water & Sewer Fund**

Sludge management operates and maintains the sludge de-watering system, operates and maintains biological and mechanical functions of the aerobic digesters, application of treated sludge to the drying field and conditions sludge for ultimate disposal and/or reuse.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	41,070	30,310	42,496	34,600	83,538
Services & Other Charges	185,817	199,361	170,347	170,347	170,347
Transfers & Reimbursement	10,656	15,298	15,514	15,298	15,514
	237,543	244,969	228,357	220,245	269,399

(402-0964)

Wastewater Disposal - Collection & Pumping**Water & Sewer Fund**

Maintains and repairs lift stations located throughout the city which transport wastewater to the Treatment Plant.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	43,800	25,121	69,620	25,270	31,270
Services & Other Charges	211,912	183,471	208,098	190,286	205,211
Transfers & Reimbursement	3,472	4,366	4,971	4,366	5,051
	259,184	212,959	282,689	219,922	241,532

(402-0971)

Environmental Control - Administration**Water & Sewer Fund**

Administration and Support services plans and coordinates projects within budgeted funds, supervises and gives technical support for enforcement of the EPA mandated industrial pretreatment program, coordinates water and wastewater laboratory testing and ensures laboratory quality control.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	143,115	151,005	151,740	146,623	156,232
Supplies	1,809	1,513	1,650	1,650	1,650
Services & Other Charges	6,773	7,072	9,245	9,260	8,690
	151,696	159,590	162,635	157,533	166,572

Personnel Schedule

ECS Supervisor	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(402-0972)

Environmental Control - Pretreating & Sampling**Water & Sewer Fund**

Pretreatment and sampling performs pretreatment monitoring of industrial discharge, performs sampling for industrial waste surcharge, investigates citizen complaints regarding pollution, inspects businesses and industries for compliance with environmental regulations, performs sampling for wastewater treatment plant permit compliance and monitors streams for pollution and illegal discharges.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	136,599	143,016	145,222	140,000	150,349
Supplies	17,431	11,132	10,943	10,943	11,443
Services & Other Charges	76,615	75,292	97,495	95,585	107,543
Transfers & Reimbursement	2,836	3,566	3,617	3,566	3,617
Capital Outlay	5,077	-	-	-	-
	238,558	233,005	257,277	250,094	272,952

Personnel Schedule

ECS Inspector	2	2	2	2	2
Total Full-Time	2	2	2	2	2

Environmental Control - Laboratory Services**Water & Sewer Fund**

Laboratory services performs analysis of wastewater samples for treatment plant permit, compliance for treatment plant process control and for industrial waste surcharge, analyzes drinking water for Lewisville and other water suppliers for bacteriological quality, provides the waste treatment plant with process control information and responds to citizen's concerns and questions regarding drinking water quality.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	166,906	181,646	188,865	183,167	194,797
Supplies	48,962	62,632	56,166	56,966	69,423
Services & Other Charges	4,966	3,738	5,540	6,120	6,800
Transfers & Reimbursement	888	1,117	1,133	1,117	841
Capital Outlay	5,678	5,187	-	5,191	-
	227,400	254,319	251,704	252,561	271,861

Personnel Schedule

Laboratory Technician	3	3	3	3	3
Total Full-Time	3	3	3	3	3

Maintenance & Replacement Fund**VEHICLE MAINTENANCE****Maintenance & Replacement Fund**

This activity maintains the vehicles and equipment including the planning and implementation of scheduled maintenance. All equipment purchases are also shown in this activity.

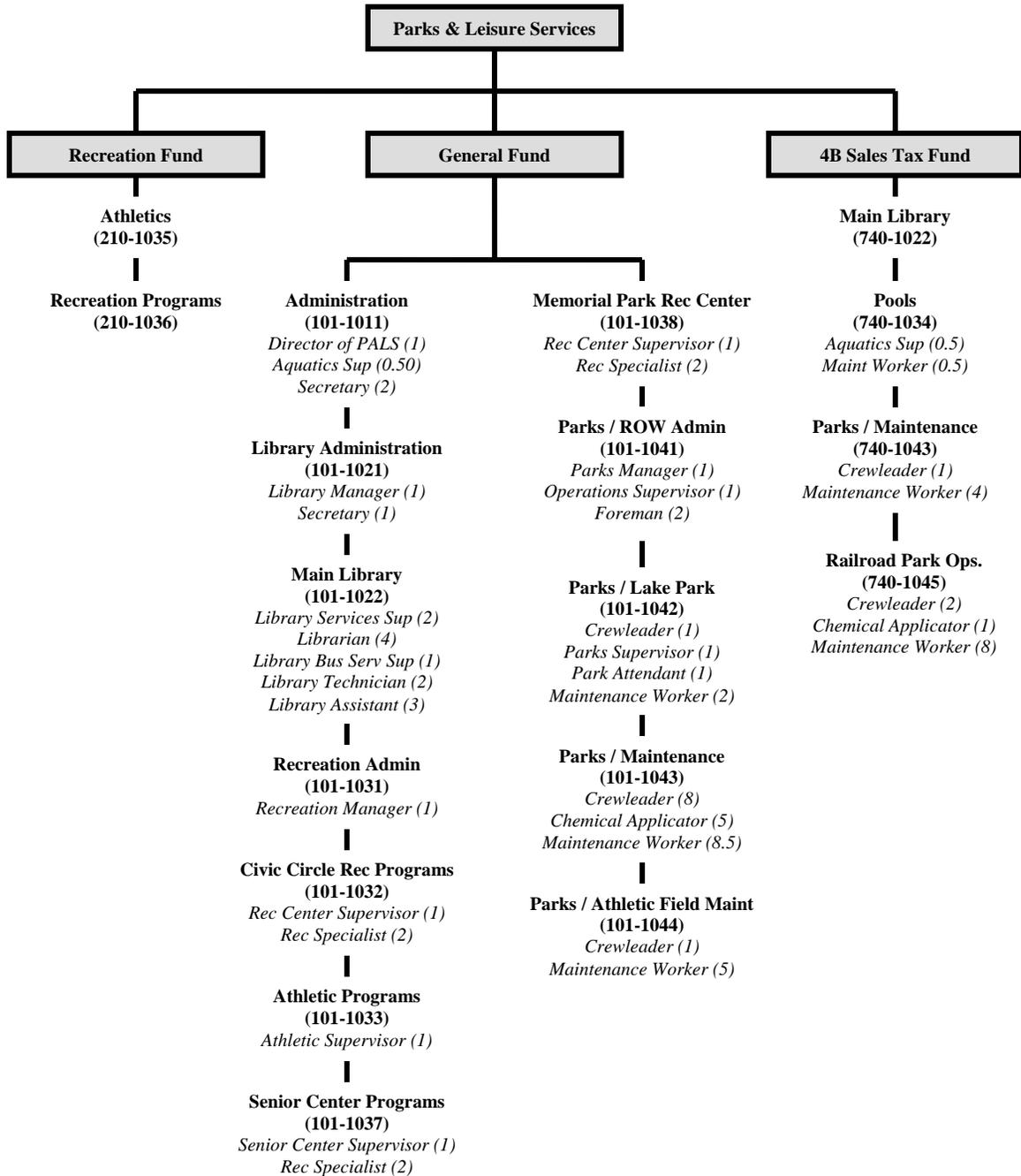
	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	351,535	355,327	366,622	352,870	379,133
Supplies	165,503	156,542	159,373	159,333	164,091
Services & Other Charges	54,000	68,328	50,881	71,681	48,624
Transfers & Reimbursement	1,606	920	933	920	1,928
Capital Outlay	1,400,155	2,292,284	2,669,361	2,900,764	2,925,159
	1,972,800	2,873,402	3,247,170	3,485,568	3,518,935

Personnel Schedule

Internal Services Manager	0.40	0.40	0.40	0.40	0.40
Foreman	1	1	1	1	1
Mechanic	3	3	3	3	3
Service Writer	1	1	1	1	1
Total Full-Time	5.40	5.40	5.40	5.40	5.40

Parks & Leisure Services Department

Organizational Chart



Parks & Leisure Services

To enhance the lives of the community's citizens and visitors by providing diverse opportunities for quality educational and leisure pursuits. The Parks and Leisure Services Department maintains the Library Division, Recreation Services (which includes the administration and maintenance of year-round recreational activities, all rental facilities, Recreation Centers, athletic programs, Senior Center and swimming pool operations) and administering Parks and right-of-way operations, including Lake Park, park maintenance and athletic field maintenance.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	78	81	81	81	81

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	4,940,328	4,991,315	5,405,624	5,094,156	5,521,798
Supplies	592,938	686,059	674,687	657,186	763,546
Services & Other Charges	2,011,697	1,968,861	2,090,876	1,993,440	2,133,165
Transfers & Reimbursement	169,083	152,663	155,743	152,663	281,285
Capital Outlay	50,368	168,963	140,393	172,293	201,259
	7,764,415	7,967,861	8,467,323	8,069,738	8,901,053

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Library items per capita.	2.1	2.2	2.2	2.2	2.2
Library item checkouts per capita.	8.0	7.3	7.8	6.8	6.8
Library collection turnover rate.	4	3.3	4	3.6	3.6
Library gate count.	451,015	424,079	428,000	403,000	403,000
Library program attendance.	23,179	26,086	24,400	26,800	26,800

Parks & Leisure Services

General Fund

(101-1011)

ADMIN & GENERAL SUPPORT

General Fund

Directs, manages and administers the City's leisure services programs, coordinates the budget and establishes and oversees policy implementation. Administration interfaces with civic organizations and City boards and committees, focusing on park maintenance and planning, recreation services and capital improvements.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	256,881	268,621	277,576	179,367	285,507
Supplies	8,209	6,682	9,200	9,700	9,050
Services & Other Charges	18,195	17,687	16,301	17,902	20,157
Transfers & Reimbursement	841	-	-	-	13,810
	284,126	292,990	303,077	206,969	328,524

Personnel Schedule

Director of Parks & Leisure Services	1	1	1	1	1
Aquatics Supervisor	0.50	0.50	0.50	0.50	0.50
Secretary	2	2	2	2	2
Total Full-Time	3.50	3.50	3.50	3.50	3.50

(101-1021)

Library Administration

General Fund

Coordinates and supervises overall activities of the Library Division; provides for workshop attendance and other continuing education for staff members; meets with other librarians on a local and state level to exchange ideas and plan future roles for the library in the community; supervises selection and acquisition of library materials; coordinates the budget; provides staffing functions and assesses the financial needs of the library. Costs associated with the expanded library funded through the 4B sales tax are accounted for in 740-1022.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	182,237	186,627	192,671	186,707	197,848
Services & Other Charges	49,923	51,035	51,638	53,170	57,993
	232,161	237,662	244,309	239,877	255,841

Personnel Schedule

Library Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(101-1022)

MAIN LIBRARY

General Fund

The library interacts with the community by providing library and referral information and internet accessibility for research purposes. Library staff charge and discharge materials for patrons, shelve materials, provide reference assistance to patrons, prepare new materials, provide activities and programs for the community and produce exhibits, displays, bibliographies, posters, signs and bulletin boards for special events and to encourage use of the library services.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	924,206	875,318	924,227	897,974	949,770

Supplies	29,064	41,997	49,456	50,179	57,756
Services & Other Charges	142,200	157,519	128,688	152,529	119,568
Transfers & Reimbursement	5,998	8,131	5,633	8,131	-
Capital Outlay	36,425	5,637	-	5,637	13,000
	1,137,893	1,088,602	1,108,004	1,114,450	1,140,094

Personnel Schedule

Library Services Supervisor	2	2	2	2	2
Librarian	4	4	4	4	4
Accounts Supervisor	1	1	1	1	1
Library Technician	3	3	3	3	3
Library Assistant	2	2	2	2	2
Total Full-Time	12	12	12	12	12

Librarian - Part Time	0.12	0.12	0.12	0.12	0.12
Library Technician II	0.75	0.75	0.75	0.75	0.75
Library Technician I	1.50	1.50	1.50	1.50	1.50
Library Assistant II	3.67	3.67	3.67	3.67	3.67
Library Assistant I	2.78	2.78	2.78	2.78	2.78
Total Part-Time	8.82	8.82	8.82	8.82	8.82

(101-1031)

Recreation Services Administration

General Fund

Works to meet citizen's recreational needs by providing high quality and innovative programs and events. Recreation administers and conducts a variety of year-round recreational activities, utilizing various parks, library and other facilities. Hedrick House and other rental facilities are maintained by the City for citizen's use for special functions such as weddings, club meetings and various City meetings and workshops.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	123,799	156,527	131,755	127,899	97,770
Supplies	335	-	900	900	1,500
Services & Other Charges	11,939	11,594	12,904	13,039	17,850
	136,074	168,121	145,559	141,838	117,120

Personnel Schedule

Recreation Manager	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(101-1032)

Civic Circle Recreation Programs

General Fund

The Herring Recreation Center is maintained by staff who take reservations for citizen use of facilities and organize and implement recreation classes, volleyball and basketball leagues, North Central Texas College Day classes and special events. The facility provides 30,000 square feet, housing classrooms, racquetball courts, two gymnasiums, game area and exercise room.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	219,943	201,558	247,447	227,637	256,798
Supplies	1,155	241	2,000	2,000	2,526
Services & Other Charges	60,161	60,257	66,042	71,849	64,705
Transfers & Reimbursement	-	-	-	-	250
	245				

	281,259	262,055	315,489	301,486	324,279
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Personnel Schedule

Recreation Center Supervisor	1	1	1	1	1
Recreation Specialist	2	2	2	2	2
Total Full-Time	3	3	3	3	3

Senior Recreation Aide	0.08	0.08	0.08	0.08	0.08
Recreation Aide	0.41	0.41	0.41	0.41	0.41
Recreation Leader	2.43	2.43	2.43	2.43	2.43
Total Part-Time	2.92	2.92	2.92	2.92	2.92

(101-1033)

ATHLETIC PROGRAMS

General Fund

Athletic Programs provide athletic supervision to organize and administer adult sports programs and youth basketball. Programs offered year-round include: softball, volleyball, summer track, basketball, special events and tournaments.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	90,962	92,049	98,123	95,074	72,328
Services & Other Charges	450	450	450	450	1,450
	91,412	92,499	98,573	95,524	73,778

Personnel Schedule

Athletic Supervisor	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(101-1037)

SENIOR CENTER PROGRAMS

General Fund

The Senior Center is maintained by staff who organize and implement activities for senior adults.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	191,319	199,187	203,784	195,068	210,276
Supplies	5,622	4,244	6,556	6,856	6,306
Services & Other Charges	48,344	52,114	51,439	50,026	48,555
Transfers & Reimbursement	3,486	3,544	3,544	3,544	3,661
	248,771	259,088	265,323	255,494	268,798

Personnel Schedule

Senior Center Supervisor	1	1	1	1	1
Recreation Specialist	2	2	2	2	2
Total Full-Time	3	3	3	3	3

Recreation Leader	1.40	1.40	1.40	1.40	1.40
Total Part-Time	1.40	1.40	1.40	1.40	1.40

Memorial Park Recreation Center**General Fund**

The Memorial Park Recreation Center is a 30,000 square foot facility available to the public for recreation activities, athletic leagues, day classes and special events housing classrooms, racquetball courts, two gymnasiums, game areas and an exercise room.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	251,095	229,768	225,082	253,797	231,321
Supplies	1,111	596	1,250	1,250	1,500
Services & Other Charges	45,368	47,873	51,917	48,551	45,133
	297,575	278,237	278,249	303,598	277,954

Personnel Schedule

Recreation Center Supervisor	1	1	1	1	1
Recreation Specialist	2	2	2	2	2
Total Full-Time	3	3	3	3	3
Recreation Leader	1.86	1.86	1.86	1.86	1.86
Total Part-Time	1.86	1.86	1.86	1.86	1.86

Parks R.O.W. Administration**General Fund**

Parks and Right-of-Way (ROW) Administration and General Support supervises overall operation and maintenance of the Parks Division, establishes goals for efficiency in accomplishing tasks, prepares and executes budgets and coordinates personnel.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	333,344	319,709	350,047	335,160	371,848
Supplies	187,844	218,828	189,037	180,848	206,649
Services & Other Charges	41,472	27,435	28,878	22,928	30,669
Transfers & Reimbursement	95,848	98,860	104,438	98,860	104,438
	658,508	664,832	672,400	637,796	713,604

Personnel Schedule

Parks Manager	1	1	1	1	1
Operations Supervisor	1	1	1	1	1
Foreman	2	2	2	2	2
Total Full-Time	4	4	4	4	4

Parks - Lake Park Operations**General Fund**

Lake Park operations maintains campgrounds and day areas for safe public use.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	277,949	274,913	273,161	267,381	282,594
Supplies	14,831	26,258	26,800	27,040	26,700
Services & Other Charges	121,233	121,540	127,648	118,560	120,759
	414,014	422,710	427,609	412,981	430,053

Personnel Schedule

Crewleader	1	1	1	1	1
Park Supervisor	1	1	1	1	1
Maintenance Worker	2	2	2	2	2
Total Full-Time	4	4	4	4	4
Campground Attendant	1.77	1.77	1.77	1.77	1.77
Park Attendant	2.32	2.32	2.32	2.32	2.32
Total Part-Time	4.09	4.09	4.09	4.09	4.09

(101-1043)

PARKS - PARK MAINTENANCE**General Fund**

Parks and Right-of-Way (ROW) maintains public parks, street ROWs, grounds for City buildings and beautification areas. Park Maintenance also maintains various City facilities, works on special projects and does minor construction and equipment installation.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,049,355	1,101,424	1,150,646	1,145,108	1,181,974
Supplies	62,693	95,338	90,050	90,050	90,139
Services & Other Charges	510,083	476,765	464,970	468,437	459,186
Capital Outlay	-	11,265	-	11,265	-
	1,622,131	1,684,792	1,705,666	1,714,860	1,731,299

Personnel Schedule

Crewleader	8	8	8	8	8
Chemical Applicator	5	5	5	5	5
Maintenance Worker	8.50	8.50	8.50	8.50	8.50
Total Full-Time	21.50	21.50	21.50	21.50	21.50

(101-1044)

Parks - Athletic Fields Maintenance**General Fund**

This activity is responsible for athletic fields used for department organized leagues and co-sponsored youth leagues.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	213,814	249,238	285,273	278,814	295,631
Supplies	32,743	44,938	50,850	50,850	50,850
Services & Other Charges	148,236	158,732	158,596	171,482	146,839
	394,793	452,908	494,719	501,146	493,320

Personnel Schedule

Crewleader	1	1	1	1	1
Maintenance Worker	5	5	5	5	5
Total Full-Time	6	6	6	6	6

Recreation Activity Fund

(210-1022)

MAIN LIBRARY

Recreation Activity Fund

This activity accounts for expenses related to library donations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	1,200	-	1,200
	-	-	1,200	-	1,200

(210-1035)

ATHLETICS

Recreation Activity Fund

The athletics activity of the Recreation Activity Fund accounts for expenses incurred for the sponsorship and administration of a variety of adult athletic leagues. Such expenses include payments to umpires and officials, organizational memberships and game supplies.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	16,969	15,215	15,623	15,623	18,261
Supplies	11,073	12,812	10,250	10,350	9,050
Services & Other Charges	28,885	38,688	54,875	55,375	33,500
	56,927	66,716	80,748	81,348	60,811

Personnel Schedule

Scorekeeper	0.57	0.57	0.57	0.57	0.57
Swim Coach	0.63	0.63	0.63	0.63	0.63
Total Part-Time	1.20	1.20	1.20	1.20	1.20

(210-1036)

RECREATION PROGRAMS

Recreation Activity Fund

The recreation activity of the Recreation Activity Fund accounts for expenses incurred for the sponsorship and administration of a variety of adult and youth classes. Such expenses include payments to the instructors, production of the class schedule magazine and supplies related to class participation.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	29,796	26,419	29,220	30,151	28,406
Supplies	51,291	73,895	66,480	66,480	69,552
Services & Other Charges	225,987	176,520	223,827	163,340	204,350
Capital Outlay	6,830	-	-	-	-
	313,904	276,834	319,527	259,971	302,308

Personnel Schedule

Bus Driver	0.19	0.19	0.19	0.19	0.19
Total Part-Time	0.19	0.19	0.19	0.19	0.19

PARKS - PARK MAINTENANCE

Recreation Activity Fund

This activity tracks expenditures related to the Toyota of Lewisville Railroad Park sponsorship.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	10,000
Transfers & Reimbursement	-	-	-	-	116,500
	-	-	-	-	126,500

Grant Fund**Grants - Loan Star Library**

Loan Star Library Grant

This activity accounts for the expenditure of office supplies and computer software expenditures funded through a Texas State Library Lone Star Grant.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	22,556	10,118	-	7,795	-
Services & Other Charges	7,078	7,431	-	8,611	-
Capital Outlay	-	6,588	-	7,731	-
	29,634	24,137	-	24,137	-

Waters Ridge PID Fund**ADMIN & GENERAL SUPPORT**

Waters Ridge PID Fund

This activity accounts for mowing expenses related to the PID.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	-	-	15,000	-	15,000
	-	-	15,000	-	15,000

4B Sales Tax Fund**MAIN LIBRARY**

4B Sales Tax Fund

This activity accounts for library materials including books and audio/visual materials funded through the 4B Sales Tax for Parks and Libraries.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	23,084	9,061	10,300	10,300	38,785
Services & Other Charges	299,063	290,078	345,186	327,919	337,320
Capital Outlay	7,113	145,473	140,393	147,660	140,393
	329,260	444,613	495,879	485,879	516,498

SWIMMING POOL OPERATIONS**4B Sales Tax Fund**

This activity operates and staffs two aquatic facilities and offers public swimming, swim team workout, swim meets, learn-to-swim lessons and special events. The aquatic facilities are open for 13 weeks during the summer.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	241,798	243,484	292,169	305,311	292,573
Supplies	56,680	51,533	57,875	57,847	59,500
Services & Other Charges	90,248	56,866	86,605	87,337	151,958
	388,726	351,884	436,649	450,495	504,031

Personnel Schedule

Aquatics Supervisor	0.50	0.50	0.50	0.50	0.50
Maintenance Worker	0.50	0.50	0.50	0.50	0.50
Total Full-Time	1	1	1	1	1
Pool Manager	0.59	0.59	0.59	0.59	0.59
Assistant Pool Manager	0.46	0.46	0.46	0.46	0.46
Lifeguard	12.88	12.88	12.88	12.88	12.88
Cashier	0.49	0.49	0.49	0.49	0.49
Total Part-Time	14.42	14.42	14.42	14.42	14.42

PARKS - PARK MAINTENANCE**4B Sales Tax Fund**

This activity accounts for expenses related to the athletic field maintenance.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	179,377	184,702	230,621	175,167	238,015
Supplies	2,410	2,914	2,513	2,913	2,513
Services & Other Charges	2,966	2,275	4,273	2,275	2,725
Transfers & Reimbursement	8,478	9,039	9,039	9,039	9,039
	193,231	198,930	246,446	189,394	252,292

Personnel Schedule

Crewleader	1	1	1	1	1
Maintenance Worker	4	4	4	4	4
Total Full-Time	5	5	5	5	5

RAILROAD PARK OPERATIONS**4B Sales Tax Fund**

This activity accounts for expenditures for the maintenance of Railroad Park.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	357,482	366,557	478,199	377,918	510,878
Supplies	82,236	86,603	99,970	81,828	119,970
Services & Other Charges	159,865	214,003	201,639	159,660	255,448
Transfers & Reimbursement	54,432	33,089	33,089	33,089	33,587
Capital Outlay	-	-	-	-	47,866
	251				

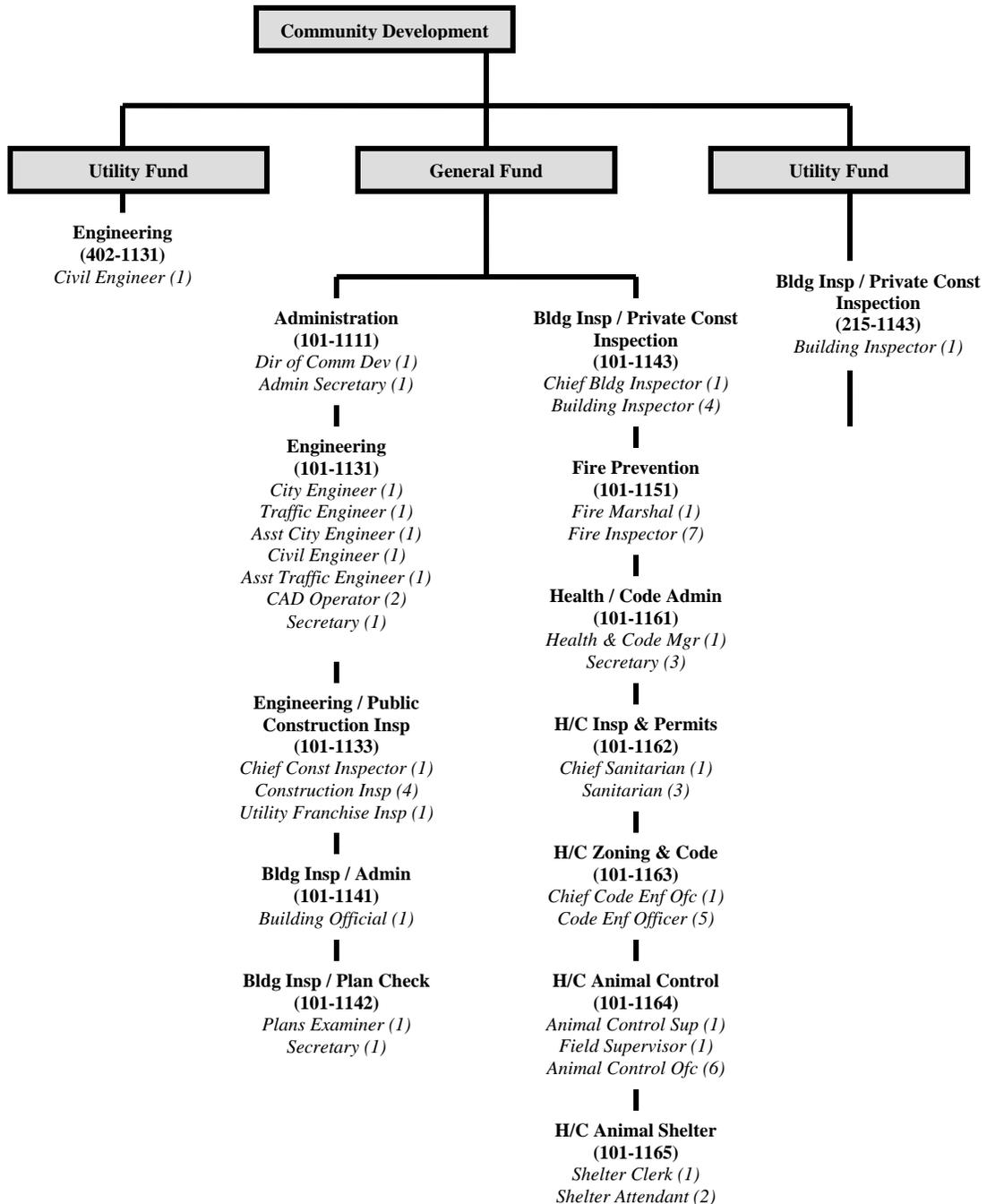
	654,016	700,251	812,897	652,495	967,749
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Personnel Schedule

Crewleader	2	2	2	2	2
Chemical Applicator	1	1	1	1	1
Maintenance Worker	5	8	8	8	8
Total Full-Time	8	11	11	11	11
Park Ranger	1	1	1	1	1
Total Part-Time	1	1	1	1	1

Community Development

Organizational Chart



Community Development

The purpose of the Community Development Department is to develop and enforce minimum development standards for public and semi-public areas, as well as private construction in order to protect the health, safety and welfare of the citizens of Lewisville. Community Development is responsible for activities and operations of Planning and Community Services, Engineering, Building Inspections, Fire Prevention and Health and Code Enforcement Divisions (including Animal Control).

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	56	57	57	60	61

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	4,193,901	4,048,046	4,343,063	4,091,952	4,630,485
Supplies	152,230	182,719	185,198	180,867	210,225
Services & Other Charges	339,924	301,232	413,355	336,935	451,373
Transfers & Reimbursement	59,453	50,091	50,800	50,091	73,372
Capital Outlay	-	82,440	-	85,940	-
Construction In Progress	188,044	419,559	-	-	-
	4,933,552	5,084,088	4,992,416	4,745,785	5,365,455

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Percent of responses to code enforcement complaints within 48 hours.	99%	99%	99%	99%	99%
Number of Code Enforcement inspections per 1,000 population.	530	520	500	500	500
Percent of Properties in Compliance: Target Area 3 - Old Town Area (I-35 to Mill St., Valley Ridge Blvd to Main St.).	96%	95%	96%	96%	96%
Percent of Properties in Compliance: Target Area 4 - Old Town Area (I-35 to Mill St., Main St. to SH121 Business).	95%	96%	95%	96%	95%
Percent of Properties in Compliance: Target Area 5 - Indian Oaks.	98%	98%	99%	98%	98%
Percent of Properties in Compliance: Target Area 6 - Lakewood North (Price, Sweetbriar, Idlewood, etc).	96%	95%	93%	94%	93%
Food service inspection compliance rates.	99%	98%	99%	99%	98%
Percent of general food service complaints in investigation within 48 hours.	100%	100%	100%	100%	100%
Ratio of value of building permits issued to total appraised value.	1:143,652	1:126,562	1:124,000	1:124,000	1:135,000
Percent of Properties in Compliance: Target Area 1 - Westwood Estates.	95%	95%	92%	94%	93%
Percent of Properties in Compliance: Target Area 2 - Lewisville Valley I (A,B,C streets).	95%	96%	93%	94%	94%
Percent of targeted facilities receiving an annual fire inspection.	80%	83%	75%	75%	77%
Percent of targeted facilities in compliance with fire codes annually.	98%	100%	98%	98%	98%
Total number of code inspections.	56,150	47,619	49,000	48,000	49,000
Reduce workers compensation injury claims.	-	6	5	6	5
Number of code citations written per 1,000 population.	4.8	4.7	5	5	5
Building permit processing time.	2.5 days	2 days	2 days	2 days	2 days
Average response time to inspection requests (Building Inspection).	24 hours	24 hours	24 hours	24 hours	24 hours
Inspect all multi-family locations annually	100%	100%	100%	100%	100%
	-	-	-	-	-

Community Development

General Fund

(101-1111)

ADMINISTRATION

General Fund

Community Development Administration manages and supervises the operations of Planning/Community Services, Engineering, Building Inspections, Fire Prevention and Health and Code Enforcement. The Department formulates, implements and interprets policies for the Department. Routine updating of City ordinances and their uniform City enforcement also falls under the jurisdiction of Community Development Administration.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	235,535	241,717	249,001	87,868	256,330
Supplies	2,372	3,616	4,823	4,473	4,823
Services & Other Charges	26,249	26,993	27,686	31,818	24,654
Transfers & Reimbursement	-	-	-	-	12,790
	264,156	272,327	281,510	124,159	298,597

Personnel Schedule

Director of Comm. Development	1	1	1	1	1
Administrative Secretary	1	1	1	1	1
Total Full-Time	2	2	2	2	2

(101-1131)

ENGINEERING

General Fund

This activity is responsible for the review of private development plats and plans, update of City maps and overall engineering administration.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	820,849	745,582	861,538	860,576	759,940
Supplies	7,166	6,981	8,320	8,311	7,820
Services & Other Charges	110,017	112,577	116,354	121,370	117,929
	938,032	865,141	986,212	990,257	885,689

Personnel Schedule

City Engineer	1	1	1	1	1
Assistant Traffic Engineer	1	1	1	1	1
Civil Engineer	1	1	1	1	1
Assistant City Engineer	1	1	1	1	1
Traffic Engineer	1	1	1	1	1
Engineer Technician	1	1	1	1	-
CAD Operator	2	2	2	2	2
Secretary	1	1	1	1	1
Total Full-Time	9	9	9	9	8

Engineering - Public Construction Inspection**General Fund**

This activity provides inspection service to each project site on a daily basis as construction dictates.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	495,998	385,615	416,242	426,436	431,164
Supplies	11,007	15,074	14,667	12,920	17,167
Services & Other Charges	11,356	6,287	6,875	7,051	6,375
Transfers & Reimbursement	11,373	9,756	9,895	9,756	10,077
	529,734	416,732	447,679	456,163	464,783

Personnel Schedule

Chief Construction Inspector	1	1	1	1	1
Utility Franchise Inspector	1	1	1	1	1
Construction Inspector	4	4	4	4	4
Total Full-Time	6	6	6	6	6

Building Inspection - Administration**General Fund**

Supervises and plans daily and long-term operations, monitors division operations costs and inspection operations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	120,890	123,242	127,406	123,627	130,906
Supplies	2,796	4,413	4,614	4,614	4,610
Services & Other Charges	32,305	4,566	5,068	5,068	5,068
	155,990	132,221	137,088	133,309	140,584

Personnel Schedule

Building Official	1	1	1	1	1
Total Full-Time	1	1	1	1	1

Building Inspection - Plan Check/Records/Permits**General Fund**

Reviews construction plans, maintains division records and issues permits.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	147,918	122,286	121,572	118,910	126,056
Services & Other Charges	14,060	13,972	22,657	14,357	36,192
	161,978	136,258	144,229	133,267	162,248

Personnel Schedule

Plans Examiner	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	2	2	2	2	2

Building Inspection - Private Construction Inspection**General Fund**

Performs on-site inspections during construction to assure compliance with building, electrical, plumbing, mechanical and all other related codes and ordinances.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	352,041	358,966	381,727	368,187	377,872
Supplies	5,645	7,757	8,652	8,652	8,652
Services & Other Charges	14,156	11,587	21,818	12,298	21,318
Transfers & Reimbursement	8,383	6,931	7,029	6,931	7,158
	380,225	385,240	419,226	396,068	415,000

Personnel Schedule

Chief Building Inspector	1	1	1	1	1
Building Inspector	4	4	4	4	4
Total Full-Time	5	5	5	5	5

FIRE PREVENTION**General Fund**

Fire Prevention participates in plan reviews, code inspections, construction inspections, permit issuance and data processing activities to ensure local, state and federal Fire Code compliance.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	490,617	503,899	521,179	503,419	597,928
Supplies	17,311	19,769	19,291	18,390	24,143
Services & Other Charges	24,349	18,342	19,475	23,140	27,860
Transfers & Reimbursement	11,792	10,367	10,513	10,367	12,460
	544,069	552,376	570,458	555,316	662,391

Personnel Schedule

Fire Marshal	1	1	1	1	1
Fire Inspector	6	6	6	6	7
Total Full-Time	7	7	7	7	8

Health & Code - Administration**General Fund**

This activity is responsible for implementation of all health and code programs, program direction to meet mission and objectives, training, record keeping and supervision of daily field operations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	193,729	214,888	223,582	214,528	272,750
Supplies	12,136	12,376	13,250	16,300	13,250
Services & Other Charges	2,306	1,850	3,050	3,300	3,500
	208,172	229,114	239,882	234,128	289,500

Personnel Schedule

Health and Code Manager	1	1	1	1	1
Secretary	2	2	2	2	3
Total Full-Time	3	3	3	3	4

(101-1162)

Health & Code - Inspections & Permits

General Fund

This activity is responsible for the inspection of food service establishments, swimming pools and industrial waste haulers.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	307,692	299,227	310,563	315,007	321,100
Supplies	6,869	7,691	12,490	9,815	8,565
Services & Other Charges	11,657	9,756	11,105	11,016	15,605
Transfers & Reimbursement	9,812	4,642	4,708	4,642	4,795
	336,031	321,315	338,866	340,480	350,065

Personnel Schedule

Chief Sanitarian	1	1	1	1	1
Sanitarian	3	3	3	3	3
Total Full-Time	4	4	4	4	4

(101-1163)

Health & Code - Zoning & Code Inspections

General Fund

This activity is responsible for the enforcement of health-related ordinances.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	401,450	405,775	417,958	403,255	433,814
Supplies	12,219	16,880	15,671	13,921	17,671
Services & Other Charges	33,036	28,978	32,288	30,212	32,096
Transfers & Reimbursement	7,858	7,989	8,102	7,989	8,251
	454,563	459,621	474,019	455,377	491,832

Personnel Schedule

Chief Code Enforcement Officer	1	1	1	1	1
Code Enforcement Officer	5	5	5	5	5
Total Full-Time	6	6	6	6	6

(101-1164)

Health & Code - Animal Control

General Fund

This activity is responsible for the enforcement of animal-related ordinances.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	434,703	449,341	463,976	466,444	489,900
Supplies	54,797	66,468	62,251	64,752	64,340
Services & Other Charges	23,271	23,157	28,375	29,223	27,875
Transfers & Reimbursement	10,235	10,406	10,553	10,406	11,598

	523,006	549,371	565,155	570,825	593,713
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Personnel Schedule

Animal Control Supervisor	1	1	1	1	1
Animal Control Field Supervisor	1	1	1	1	1
Animal Control Officer	6	6	6	6	6
Total Full-Time	8	8	8	8	8

(101-1165)

Health & Code - Animal Shelter

General Fund

This activity is responsible for processing animal registration in compliance with State regulations and humanely housing animals when needed.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	98,534	97,292	148,874	107,622	154,928
Supplies	19,550	17,514	20,969	18,519	28,274
Services & Other Charges	34,796	41,412	115,981	45,542	123,876
	152,879	156,218	285,824	171,683	307,078

Personnel Schedule

Shelter Clerk	1	1	1	1	1
Kennel/Shelter Attendant	1	2	2	2	2
Total Full-Time	2	3	3	3	3

Grant Fund

(290-1121)

CDBG - Administration

GRANTS- COMM DEV GRANTS

This activity was moved to the Economic Development and Planning Department (15) in FY 09-10.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	3,172	-	-	-
Capital Outlay	-	82,440	-	85,940	-
	-	85,612	-	85,940	-

(298-1101)

PETFINDER.COM

GRANT FUND

This activity tracks Animal Control grant expenditures related to Petfinder.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	184	906	-	-	-
	184	906	-	-	-

ARRA-EECBG 913K**GRANT FUND**

Federal Energy Efficiency and Conservation Block Grant program for upgrading 229 lighting fixtures throughout the City and providing traffic signal improvements at 31 locations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Construction In Progress	188,044	419,559	-	-	-
	188,044	419,559	-	-	-

CRIME CONT/PREV DISTRICT**Building Inspections****CRIME CONT/PREV DISTRICT**

Performs on-site inspections to assure compliance with building, electrical, plumbing, mechanical and all other related codes and ordinances.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	60,188
Supplies	-	-	-	-	3,570
Services & Other Charges	-	-	-	-	2,150
Transfers & Reimbursement	-	-	-	-	1,910
	-	-	-	-	67,818

Personnel Schedule

Building Inspector	-	-	-	1	1
Total Full-Time	-	-	-	1	1

H&C-ZONING & CODE INSPEC.**CRIME CONT/PREV DISTRICT**

This activity is responsible for the enforcement of health-related ordinances.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	114,675
Supplies	-	-	-	-	7,140
Services & Other Charges	-	-	-	-	4,300
Transfers & Reimbursement	-	-	-	-	3,819
	-	-	-	-	129,934

Personnel Schedule

Code Inspector	-	-	-	2	2
Total Full-Time	-	-	-	2	2

Water & Sewer Fund

(402-1131)

ENGINEERING

Water & Sewer Fund

This activity provides for a Civil Engineer position to assist in engineering and review of utility capital projects and funds for mapping.

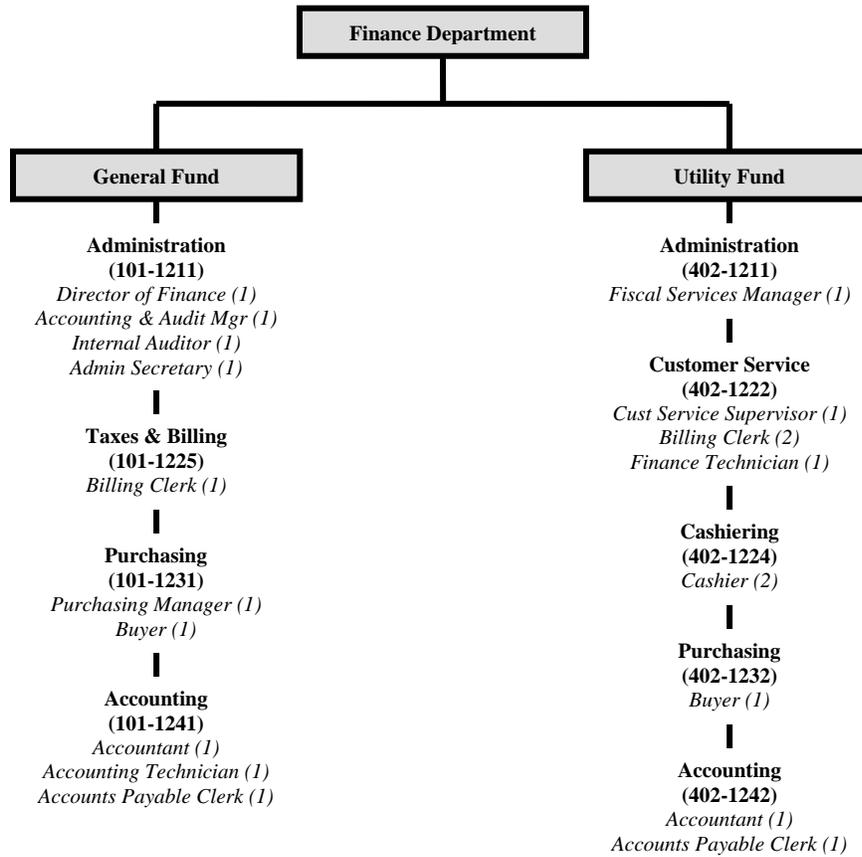
	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	93,944	100,216	99,445	96,073	102,934
Supplies	179	104	200	200	200
Services & Other Charges	2,368	1,757	2,623	2,540	2,575
Transfers & Reimbursement	-	-	-	-	514
	96,490	102,077	102,268	98,813	106,223

Personnel Schedule

Civil Engineer	1	1	1	1	1
Total Full-Time	1	1	1	1	1

Finance Department

Organizational Chart



Finance Department

To provide management, citizens and other interested parties with accurate, complete and responsive financial services. The department performs purchasing, accounting, internal audit and financial reporting functions as well as investments, accounts payable and receivables and utility billing operations.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	20	20	20	20	20

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,446,444	1,461,182	1,517,323	1,455,271	1,568,870
Supplies	133,526	109,536	111,974	113,678	112,217
Services & Other Charges	451,292	623,074	613,381	661,439	591,318
Transfers & Reimbursement	1,121	1,682	1,682	1,682	5,962
	2,032,384	2,195,473	2,244,360	2,232,070	2,278,367

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
General Obligation Bond Rating - Standard and Poors.	AA+	AAA	AAA	AAA	AAA
Utility Debt Service Bond Rating - Fitch	AA+	AA+	AA+	AA+	AA+
General Obligation Bond Rating - Fitch	AA+	AAA	AAA	AAA	AAA
GFOA Certificate of Achievement for Financial Reporting.	Y	Y	Y	Y	Y
NPI's Achievement of Excellence in Procurement.	Y	Y	Y	Y	Y
Utility Debt Service Bond Rating - Standard and Poors.	AA+	AAA	AAA	AAA	AAA
Percent of payments via E-box and draft.	31.1%	32.4%	33%	34%	34%
Percent of payments via credit card.	21.3%	23%	21%	23%	23%
Percent of payments via lock box.	27.3%	26.1%	27%	25%	25%

Finance Department

General Fund

(101-1211)

ADMINISTRATION

General Fund

To supervise operations of the Department to ensure the completion of department goals and objectives that include the preparations of accurate, timely financial reports, annual updating of the Long Range Financial Plan, annual Cost of Service Rate Review and conducting an internal audit function.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	425,615	429,965	449,243	419,669	463,735
Supplies	2,145	1,831	2,400	3,200	2,845
Services & Other Charges	10,526	9,452	11,615	11,629	11,484
Transfers & Reimbursement	1,121	1,682	1,682	1,682	3,123
Total	439,407	442,930	464,940	436,180	481,187

Personnel Schedule

Director of Finance	1	1	1	1	1
Accounting & Audit Manager	1	1	1	1	1
Internal Auditor	1	1	1	1	1
Finance Technician	1	1	1	1	1
Total Full-Time	4	4	4	4	4
PT Executive Secretary	0.50	0.50	0.50	0.50	0.50
Total Part-Time	0.50	0.50	0.50	0.50	0.50

(101-1225)

Treasury & Collections - Taxes & Billing

General Fund

Contracts with Denton County for both property appraisal and ad valorem tax billing and collection services and internally processes and bills miscellaneous accounts receivable and alarm billing.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	44,524	46,998	47,886	45,823	50,040
Supplies	2,774	2,526	3,725	3,413	3,550
Services & Other Charges	284,503	282,952	281,400	296,147	293,523
Total	331,801	332,477	333,011	345,383	347,113

Personnel Schedule

Billing Clerk	1	1	1	1	1
Total Full-Time	1	1	1	1	1

PURCHASING**General Fund**

This activity manages, plans and coordinates the City's overall supplies and service needs from a purchase and delivery standpoint while adhering to public purchasing laws and regulations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	167,432	170,021	175,722	171,552	181,794
Supplies	988	336	1,020	1,100	650
Services & Other Charges	17,527	17,166	18,550	18,072	18,878
	185,947	187,523	195,292	190,724	201,322

Personnel Schedule

Purchasing Manager	1	1	1	1	1
Buyer	1	1	1	1	1
Total Full-Time	2	2	2	2	2

ACCOUNTING**General Fund**

To ensure accuracy and timeliness in the recording and reporting of financial transactions in the City's accounting system and to annually prepare general purpose financial statements that meet the requirements for the Certificate of Achievement in Financial Reporting Award.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	178,675	179,047	184,380	181,815	179,666
Supplies	9,625	9,977	11,794	12,170	11,437
Services & Other Charges	66,324	106,727	84,493	106,828	85,744
	254,623	295,751	280,667	300,813	276,847

Personnel Schedule

Accountant	1	1	1	1	1
Accounting Technician	1	1	1	1	1
Accounts Payable Clerk	1	1	1	1	1
Total Full-Time	3	3	3	3	3

Water & Sewer Fund**ADMINISTRATION****Water & Sewer Fund**

This activity supervises the utility billing and customer service functions for the City's water and sewer service, supervises the miscellaneous accounts receivable functions and provides staffing for the investment function of City funds.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	133,091	136,969	140,445	132,034	158,583
Supplies	248	76	250	250	250
Services & Other Charges	9,863	4,698	6,057	3,917	6,110
Transfers & Reimbursement	-	-	-	-	2,839
	143,202	141,743	146,752	136,201	167,782

Personnel Schedule

Fiscal Services Manager	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(402-1222)

Treasury & Collections - Customer Service**Water & Sewer Fund**

To maintain customer accounts on a current basis involving accurate and timely billings, timely updates of accounts to reflect payments or adjustment, schedule work orders related to customer service and provides general information and individual account information to requesting customers.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	219,857	218,504	228,740	221,995	237,130
Supplies	116,531	93,788	90,800	91,560	91,700
Services & Other Charges	39,879	31,105	30,465	35,957	34,665
	376,267	343,398	350,005	349,512	363,495

Personnel Schedule

Customer Service Supervisor	1	1	1	1	1
Billing Clerk	2	2	2	2	2
Finance Technician	1	1	1	1	1
Total Full-Time	4	4	4	4	4

(402-1224)

Treasury & Collections - Cashiering**Water & Sewer Fund**

To receive and record payments of utility bills as well as other City receipts and provide customer account information to the public.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	84,195	88,343	91,342	86,337	92,169
Supplies	870	563	1,135	1,135	1,135
Services & Other Charges	900	136,522	145,650	154,550	105,350
	85,965	225,428	238,127	242,022	198,654

Personnel Schedule

Cashier	2	2	2	2	2
Total Full-Time	2	2	2	2	2

(402-1232)

Purchasing**Water & Sewer Fund**

This activity manages, plans and coordinates the City's overall supplies and service needs and a purchase and delivery standpoint while adhering to public purchasing laws and regulations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	56,890	57,809	59,789	57,619	62,218
Supplies	138	193	500	500	300
Services & Other Charges	6,919	7,389	7,603	7,363	7,638
	63,947	65,391	67,892	65,482	70,156

Personnel Schedule

Buyer	1	1	1	1	1
Total Full-Time	1	1	1	1	1

(402-1242)

ACCOUNTING

Water & Sewer Fund

To process vendor invoices and other payment requests to ensure accurate and timely disbursement of funds within adopted policies and procedures for expenditure control.

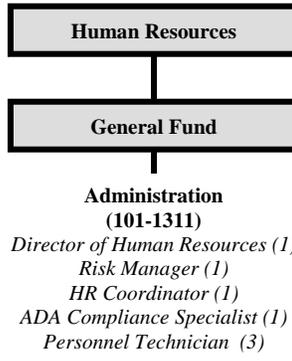
	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	136,166	133,526	139,776	138,427	143,535
Supplies	208	246	350	350	350
Services & Other Charges	14,850	27,061	27,548	26,976	27,926
Total	151,224	160,833	167,674	165,753	171,811

Personnel Schedule

Accountant	1	1	1	1	1
Accounts Payable Clerk	1	1	1	1	1
Total Full-Time	2	2	2	2	2

Human Resources

Organizational Chart



Human Resources

To ensure that the City is well served by a high performance workforce through equitable, effective and pro-active Human Resources customer support. Human Resources provides services and support in the areas of recruitment and selection, benefits administration, risk management/safety, employee development, employee relations and policy administration and consultation.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	7	7	7	7	7

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,103,552	1,107,472	1,110,323	1,101,781	1,104,658
Supplies	15,132	19,866	16,177	16,177	18,277
Services & Other Charges	706,417	687,946	843,219	774,364	704,508
Transfers & Reimbursement	1,962	2,943	2,943	2,943	1,988
Claim Payments	55,956	1,163,740	712,500	791,649	770,300
Capital Outlay	26,633	16,375	-	16,376	-
	1,909,653	2,998,342	2,685,162	2,703,290	2,599,731

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Number of vehicle related accidents per 100,000 miles driven.	11	5.7	6	6	6
Cost of vehicle accident loss to overall assessed value.	.65%	.56%	.45%	.53%	.50
Average number of worker days lost due to injuries per 100 FTE's	.11	.12	.10	.08	.10
Cost of worker's compensation claims per 100 employees.	51,000	\$58,000	\$60,000	\$70,000	\$60,000
Number of worker's compensation claims per 100 employees.	18	20	18	18	18
Total cost of accidents per 100,000 miles driven.	\$3083	\$2600	\$2500	\$3000	\$3000
Average days lost due to non-FMLA sick leave	7	4	5	6	5
Employee benefits as a percent of total wages.	30%	.33%	.30%	.35%	.35%
Ratio of Human Resource FTEs to 100 FTEs.	1.06	1.03	1.03	1.07	1.07
Full-time employee turnover rate.	4.65%	6%	7%	7%	7%
Average number of days to complete an external competitive recruitment process.	50 days	53 days	45 days	55 days	55 days

Human Resources

General Fund

(101-1311)

ADMINISTRATION

General Fund

Human Resources (HR) includes administration, training, staffing, safety, compensation, risk management, payroll and benefits functions.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	579,434	588,513	591,323	592,307	605,658
Supplies	14,832	19,866	16,177	16,177	18,277
Services & Other Charges	114,003	70,305	100,367	103,349	91,274
Transfers & Reimbursement	1,962	2,943	2,943	2,943	1,988
	710,231	681,626	710,810	714,776	717,197

Personnel Schedule

Director of Human Resources	1	1	1	1	1
Risk Manager	1	1	1	1	1
HR Coordinator	1	1	1	1	1
Training Facilitator	1	-	-	-	-
ADA Compliance Specialist	-	1	1	1	1
Personnel Tech	3	3	3	3	3
Total Full-Time	7	7	7	7	7

Insurance Risk Fund

(535-1331)

WORKERS COMPENSATION

Insurance Risk Fund

This activity accounts for city-wide workers compensation expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	120,381	120,949	135,000	125,474	120,000
Services & Other Charges	-	-	124,800	-	25,000
Claim Payments	(323,430)	746,120	300,000	298,729	296,500
	(203,049)	867,069	559,800	424,203	441,500

(535-1332)

EMPLOYEE BENEFIT

Insurance Risk Fund

This activity accounts for city-wide employee assistance program expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	21,327	21,109	22,000	22,000	22,000
	21,327	21,109	22,000	22,000	22,000

(535-1333)

LIABILITY & CASUALTY**Insurance Risk Fund**

This activity accounts for city-wide liability and casualty expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	300	-	-	-	-
Services & Other Charges	523,642	493,319	509,800	510,326	503,000
Claim Payments	40,687	58,620	110,000	133,920	105,000
Capital Outlay	26,633	16,375	-	16,376	-
	591,262	568,314	619,800	660,622	608,000

(535-1336)

LIFE INSURANCE**Insurance Risk Fund**

This activity accounts for city-wide life insurance expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	305,508	315,914	275,000	275,000	275,000
	305,508	315,914	275,000	275,000	275,000

(535-1337)

LONG-TERM DISABILITY**Insurance Risk Fund**

This activity accounts for city-wide long-term disability expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	63,140	65,346	75,000	75,000	75,000
	63,140	65,346	75,000	75,000	75,000

(535-1338)

UNEMPLOYMENT BENEFIT**Insurance Risk Fund**

This activity accounts for city-wide unemployment benefits expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	35,089	16,751	34,000	34,000	29,000
	35,089	16,751	34,000	34,000	29,000

(535-1369)

Other**Insurance Risk Fund**

This activity accounts for all other Insurance Risk Fund expenses including dues and subscriptions.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	1,988	2,232	2,200	2,189	2,182
	1,988	2,232	2,200	2,189	2,182

Health Insurance Trust Fund

(614-1311)

ADMINISTRATION

Health Insurance Trust Fund

This activity tracks administrative costs of the Health Fund including special studies, audit fees, consultants, subscriptions, dues and training expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	45,457	100,982	84,052	136,500	61,052
	45,457	100,982	84,052	136,500	61,052

OPEB Liability Trust Fund

(616-1311)

ADMINISTRATION

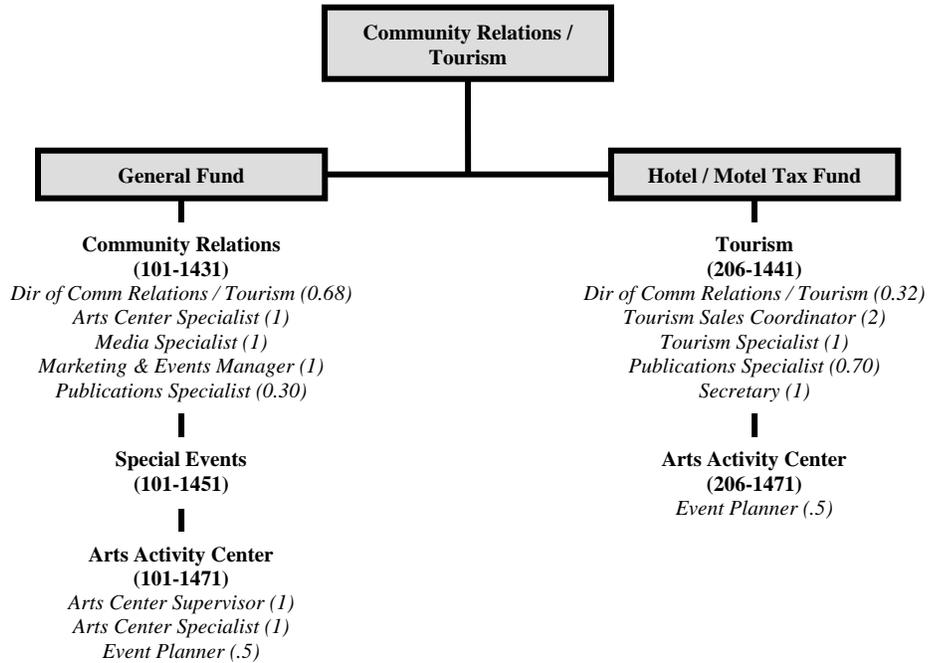
OPEB Liability Trust Fund

This activity tracks retiree health claim expenses.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Health Claims	338,700	359,000	302,500	359,000	368,800
	338,700	359,000	302,500	359,000	368,800

Community Relations / Tourism

Organizational Chart



Comm Relations / Tourism

The Community Relations/Tourism Department's mission is to coordinate public communications, community relations functions with citizens and the media, manage the city's efforts to attract tourists to Lewisville, manage and coordinate the numerous city-level special events and to coordinate the City's interaction with and funding of arts groups operating within the City.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	11	11	11	11	12

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	768,663	840,158	895,953	868,061	1,002,281
Supplies	67,650	46,535	95,416	67,399	64,962
Services & Other Charges	764,806	900,648	1,292,606	960,908	1,349,458
Transfers & Reimbursement	2,705	7,463	7,358	7,463	3,648
Capital Outlay	-	14,960	-	14,960	-
	1,603,824	1,809,765	2,291,333	1,918,791	2,420,349

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Qualified visitation leads distributed to area hoteliers for consideration.	45	27	36	50	50
Visitor packets distributed monthly through the Visitor Information Center.	100	3275	3000	2800	3000
Attendees rating city events as "good" or "excellent"	97%	97%	95%	95%	95%
Total number of confirmed room-nights booked at local hotels as a result of sports events recruited and serviced by CVB sales staff.	-	-	-	-	5000
Total number of individual events booked at the MCL Grand.	-	-	-	-	300
Total number of visitors to the MCL Grand (including events, classes, tours and clients).	-	-	-	-	50000

Comm Relations / Tourism

General Fund

(101-1431)

Community Relations

General Fund

Community Relations serves as the City's public information division, developing and promoting a positive image for the City and its service through such methods as cable programming, website, newsletters and special publications, public education programs, media relations, special events, crisis communications and other proactive marketing efforts. In FY 2007-08, the part-time Publications Specialist position was reclassified to a full-time position. This position is currently funded 70% in the Hotel/Motel Tax Fund and 30% in the General Fund.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	328,947	337,386	262,962	337,470	271,475
Supplies	24,705	2,120	5,500	4,700	3,750
Services & Other Charges	23,455	10,564	8,148	12,352	8,762
Transfers & Reimbursement	2,705	7,463	7,358	7,463	1,902
	379,812	357,533	283,968	361,985	285,889

Personnel Schedule

Director of Comm Relations & Tourism	0.68	0.68	0.68	0.68	0.68
Marketing & Events Manager	1	1	1	1	1
Arts Center Specialist	-	1	1	1	1
Senior Media Specialist	1	-	-	-	-
Media Specialist	1	1	1	1	1
Publications Specialist	0.30	0.30	0.30	0.30	0.30
Total Full-Time	3.98	3.98	3.98	3.98	3.98

(101-1451)

Special Events

General Fund

This activity accounts for special events funded through the General Fund. All special event funding is in the Hotel/Motel fund or received through donations.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	150	-	-	-	36,500
	150	-	-	-	36,500

(101-1471)

ARTS ACTIVITY CENTER

General Fund

The Arts Activity Center activity is responsible for the operations at the Arts Activity Center.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	91,392	154,450	243,879	154,884	279,544
Supplies	16,407	17,794	23,628	11,869	23,180
Services & Other Charges	12,081	66,028	121,762	74,295	109,917
Transfers & Reimbursement	-	-	-	-	88
	119,880	238,272	389,269	241,048	412,729

Personnel Schedule

Arts Center Manager	1	1	1	1	1
Event Planner	-	-	-	-	0.50
Arts Center Specialist	1	1	1	1	1
Total Full-Time	2	2	2	2	2.50

Hotel / Motel Tax Fund

(206-1441)

Tourism**Hotel / Motel Tax Fund**

This activity accounts for all tourism related activity in the Hotel/Motel Fund, including a partial payment to the Chamber of Commerce Marketing Center at Vista Ridge Mall and all Visitor's Bureau expenditures.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	348,324	347,839	389,112	375,707	401,268
Supplies	14,771	7,107	14,699	16,507	7,752
Services & Other Charges	293,021	301,637	301,285	320,501	282,993
Transfers & Reimbursement	-	-	-	-	1,570
	656,116	656,583	705,096	712,715	693,583

Personnel Schedule

Dir Of Comm Relations & Touris	0.32	0.32	0.32	0.32	0.32
Tourism Sales Coordinator	2	2	2	2	2
Event Planner	-	-	-	-	0.50
Publications Specialist	0.70	0.70	0.70	0.70	0.70
Tourism Specialist	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	5.02	5.02	5.02	5.02	5.52

(206-1451)

Special Events**Hotel / Motel Tax Fund**

This activity accounts for special events funded through the Hotel/Motel tax, including Holiday at the Hall, and the Summer Music Series.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	11,768	13,954	21,277	34,323	24,580
Services & Other Charges	281,268	308,415	373,493	339,019	361,490
Capital Outlay	-	14,960	-	14,960	-
	293,036	337,329	394,770	388,302	386,070

(206-1461)

Arts**Hotel / Motel Tax Fund**

This activity accounts for funding provided to the Arts Council.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	154,831	154,831	154,831	154,831	154,831
	154,831	154,831	154,831	154,831	154,831

(206-1471)

ARTS ACTIVITY CENTER**Hotel / Motel Tax Fund**

This activity accounts for printing, advertising, and electricity costs related to arts performances at the Arts Activity Center.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	484	-	-	26,687
Supplies	-	5,560	5,700	-	-
Services & Other Charges	-	59,174	56,047	59,910	62,065
Transfers & Reimbursement	-	-	-	-	88
	-	65,217	61,747	59,910	88,840

Recreation Activity Fund

(210-1471)

ARTS ACTIVITY CENTER**Recreation Activity Fund**

This activity accounts for Arts class supplies for classes held at the MCL Grand.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	1,400	-	2,000
	-	-	1,400	-	2,000

Community Activities

(220-1451)

Special Events**Community Activities**

This activity accounts for expenses related to donations/sponsorships and special event revenue for Special Events such as Western Week entertainment.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	1,700
Services & Other Charges	-	-	120,569	-	214,000
	-	-	120,569	-	215,700

(220-1471)

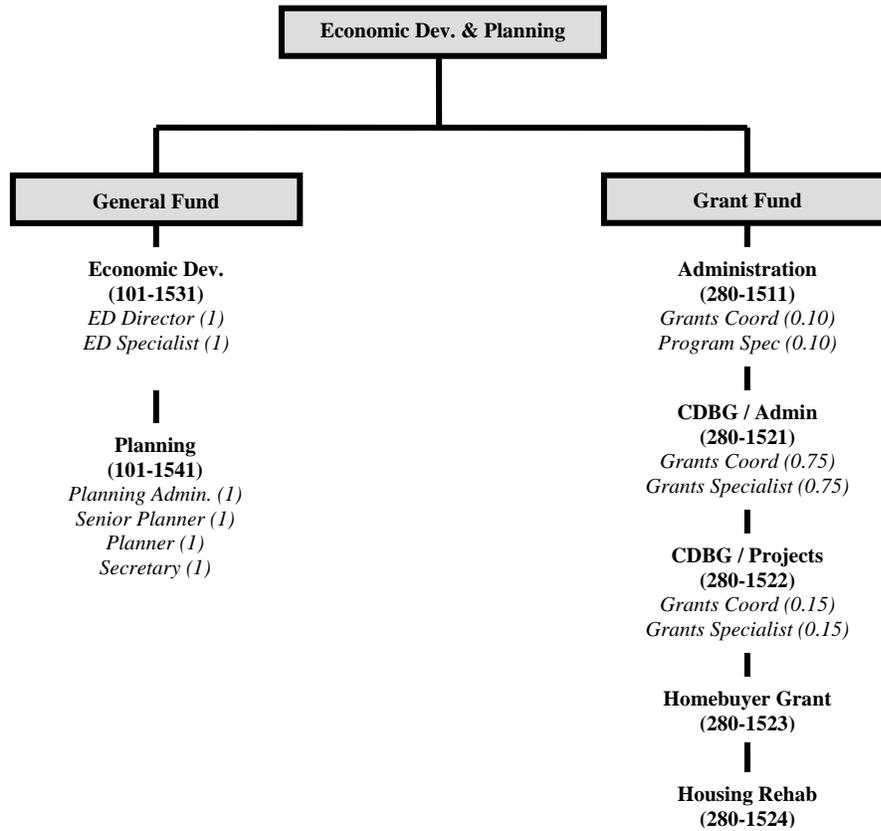
ARTS ACTIVITY CENTER**Community Activities**

This activity accounts for expenses related to donations/sponsorships and revenue earned by the MCL Grand (other than the \$50,000 budgeted in the General Fund) such as advertising and janitorial services.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	23,307
Supplies	-	-	23,212	-	2,000
Services & Other Charges	-	-	156,471	-	118,900
	-	-	179,683	-	144,207

Economic Development & Planning

Organizational Chart



Economic Develop/Planning

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	8	8	8	8	8

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	671,690	642,306	702,708	673,663	731,940
Supplies	7,771	7,441	10,482	7,955	7,666
Services & Other Charges	61,794	165,864	114,517	448,079	356,899
Transfers & Reimbursement	32,689	25,135	45,796	25,135	31,382
Block Grants	253,878	431,191	569,807	1,059,385	454,175
Debt	-	-	-	368,979	-
	1,027,822	1,271,936	1,443,310	2,583,196	1,582,062

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Number of zoning cases processed	-	15	15	15	13
Number of Economic Development proposals generated	-	48	65	60	60
Number of plats processed	-	26	20	25	35
Number of site plans processed	-	26	22	30	45
Number of Old Town Design Cases reviewed	-	23	25	25	25
Number of people attend the First Time Homebuyer classes	-	186	150	165	150
Number of families assisted in 1st Time Homebuyer Class	-	5	12	10	10
Percent of ED Agreements in compliance	-	98%	98%	100%	100%
Number of developer meetings conducted	-	50	60	80	100
Average number of days required for plan review	-	-	7	7	7
Number of board meetings conducted (ZBOA, P&Z, OTDRC, BAC)	-	-	30	35	42

Economic Develop/Planning

General Fund

(101-1531)

ECONOMIC DEVELOPMENT

General Fund

This activity is responsible for preparing information for prospective business relocations, providing related economic and fiscal impact analyses, developing strategies for local business retention and establishing a network with local developers to ensure a proactive stance in the City's economic development effort. This activity was previously in the Administration Department 101-0321.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	275,065	244,466	240,337	241,214	249,412
Supplies	4,964	4,453	4,000	4,400	2,400
Services & Other Charges	34,689	69,641	32,393	40,503	32,728
Transfers & Reimbursement	-	-	-	-	2,050
	314,718	318,559	276,730	286,117	286,590

Personnel Schedule

Economic Development Director	1	1	1	1	1
Business Development Coordinator	1	-	-	-	-
Economic Development Specialist	-	1	1	1	1
Total Full-Time	2	2	2	2	2

(101-1541)

PLANNING

General Fund

Planning inventories and interprets land use and zoning regulations and reviews plats and plans. Coordination is provided between public needs and private rights using zoning to implement land use regulation after public hearings. The division also oversees grant administration for the Community Development Block Grant Program. This activity was previously in the Community Development Department (101-1121).

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	252,553	241,715	299,199	284,640	307,616
Supplies	1,293	1,619	5,300	1,700	2,836
Services & Other Charges	2,896	3,228	5,933	5,883	7,938
Transfers & Reimbursement	29,794	23,575	45,796	23,575	27,910
	286,536	270,137	356,228	315,798	346,300

Personnel Schedule

Planning Administrator	1	1	1	1	1
Senior Planner	1	1	1	1	1
Planner	1	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	4	4	4	4	4

Grant Fund

(280-1511)

CDBG MATCH FROM GEN. FUND

GRANTS - CDBG

This activity represents the City's contribution for non-reimbursable activities and shared cost requirements. This amount is transferred from the General Fund (101-1121-419.44-31). This transfer was previously accounted for in 280-1111.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	20,597	18,287	17,885	17,238	18,565
Supplies	527	438	232	785	180
Services & Other Charges	11,289	5,653	42,073	5,653	9,383
	32,413	24,378	60,190	23,676	28,128

Personnel Schedule

Grants Coordinator	0.10	0.10	0.10	0.10	0.10
Program Specialist	0.10	0.10	0.10	0.10	0.10
Total Full-Time	0.20	0.20	0.20	0.20	0.20

(280-1521)

CDBG GRANT ADMINISTRATION

GRANTS - CDBG

This activity represents administrative expenses of the Community Development Block Grant Program. This activity was previously in 280-1121.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	106,897	115,628	104,834	113,531	98,945
Supplies	987	931	950	1,070	1,150
Services & Other Charges	4,443	10,265	3,893	13,155	11,300
Transfers & Reimbursement	1,335	-	-	-	1,422
	113,662	126,824	109,677	127,756	112,817

Personnel Schedule

Grants Coordinator	0.75	0.75	0.75	0.75	0.75
Program Specialist	0.75	0.75	0.75	0.75	0.75
Total Full-Time	1.50	1.50	1.50	1.50	1.50

Administrative Intern

Administrative Intern	0.50	0.50	0.50	0.50	0.50
Total Part-Time	0.50	0.50	0.50	0.50	0.50

(280-1522)

CDBG PROJECTS

GRANTS - CDBG

This activity represents the annual entitlement of the Community Development Block Grant Program. Project funds have been separated to accommodate multiple program year awards. This activity was previously in 280-1122.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Block Grants	253,798	323,340	569,807	942,490	454,175
	253,798	323,340	569,807	942,490	454,175

Personnel Schedule

Grants Coordinator	0.15	0.15	0.15	0.15	0.15
Grants Specialist	0.15	0.15	0.15	0.15	0.15
Total Full-Time	0.30	0.30	0.30	0.30	0.30

(280-1523)

1ST TIME HOMEBUYERS GRANT**GRANTS - CDBG**

This activity tracks staff expenses related to the Homebuyer program. This activity was previously in 280-1123.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	16,578	17,094	17,711	17,040	21,505
Services & Other Charges	135	135	135	135	158
	16,713	17,229	17,846	17,175	21,663

(280-1524)

HOUSING REHABILITATION**GRANTS - CDBG**

This activity accounts for CDBG funding related to housing rehabilitation.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	5,116	22,742	-	23,697
Services & Other Charges	-	-	90	-	90
	-	5,116	22,832	-	23,787

(298-1500)

EPA-HAZARDOUS MATERIALS**GRANT FUND**

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	6,100
	-	-	-	-	6,100

(298-1551)

EPA-PETROLEUM ASSESSMENT**GRANT FUND**

This activity accounts for a grant for brownfield redevelopment. This was previously funded in 296-1531.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	6,100
Supplies	-	-	-	-	550
Special Services Other	4,698	48,817	-	184,250	130,858
	4,698	48,817	-	184,250	137,508

(298-1552)

EPA-HAZARDOUS MATERIALS**GRANT FUND**

This activity accounts for a grant for brownfield redevelopment. This was previously funded in 296-1531.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	-	-	-	-	550
Special Services Other	1,945	17,984	-	190,000	164,444
	1,945	17,984	-	190,000	164,994

(298-1594)

ACCRA**GRANT FUND**

This funding accounts for American Reinvestment and Revitalization dollars for CDBG.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Special Services Other	-	7,120	-	-	-
Block Grants	79	107,851	-	116,895	-
	79	114,971	-	116,895	-

Waters Ridge PID Fund

(217-1531)

ECONOMIC DEVELOPMENT**Waters Ridge PID Fund**

This activity accounts for administrative and mowing costs related to Waters Ridge PID.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	1,700	3,020	-	8,000	-
Transfers & Reimbursement	1,560	1,560	-	1,560	-
	3,260	4,580	-	9,560	-

Community Activities

(220-1531)

ECONOMIC DEVELOPMENT**Community Activities**

This activity accounts for economic development agreement donations provided for economic development activity.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	-	-	30,000	-	-
	-	-	30,000	-	-

Old Town TIF Fund

(225-1531)

ECONOMIC DEVELOPMENT

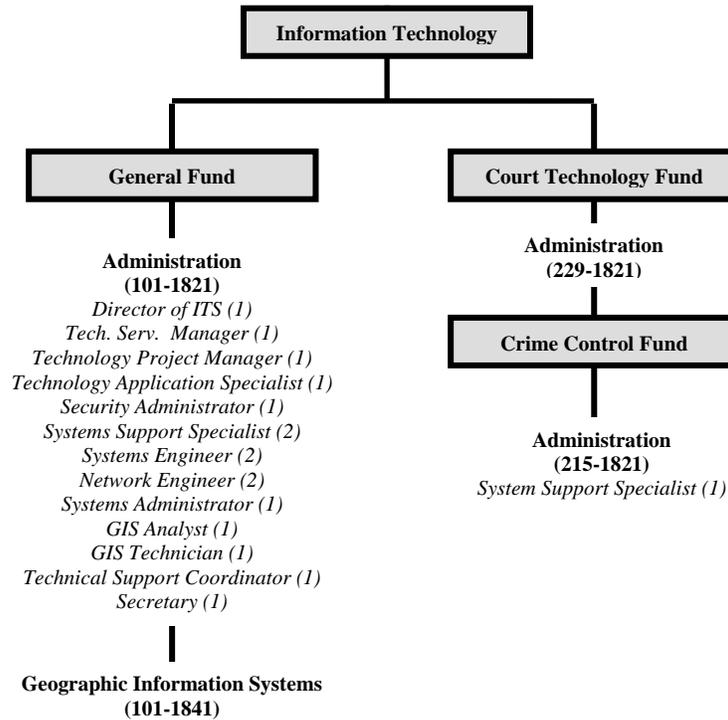
Old Town TIF Fund

This activity tracks administrative and debt costs associated with the Tax Increment Financing Fund for Old Town. The fund was set up to capture the City and County portions of increased property tax revenue to fund improvement projects within the district. This activity was previously in the Administration Department (225-0321).

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	-	-	-	500	-
Debt	-	-	-	368,979	-
	-	-	-	369,479	-

Information Technology

Organizational Chart



INFORMATION TECHNOLOGY

To provide technology tools and solutions with quality customer service support for the organization to enhance operational efficiency. ITS provides computer expertise and assistance to all departments including programming, training and technical support.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	15	16	16	17	17

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,360,078	1,437,036	1,546,479	1,430,593	1,676,573
Supplies	8,498	10,539	6,400	10,450	4,400
Services & Other Charges	407,368	387,174	392,365	452,892	376,896
Transfers & Reimbursement	115,186	132,729	116,133	132,729	45,688
	1,891,130	1,967,477	2,061,377	2,026,664	2,103,557

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Average response time call back to Public Safety requestor	-	-	4/hr	4/hr	4/hr
Number of Public Safety fleet computer systems operational monthly	-	-	70	70	70
Percentage of users "very satisfied" with quality of internally developed applications	-	-	-	-	80
Percentage of Public Safety work orders compared to previous year	-	-	-	-	100%
Percentage of Public Safety work orders finished by expected completion date	-	-	80%	80%	80%
Percentage of users "very satisfied" with ease of access to geospatial data	-	-	-	-	80
Percentage of users "very satisfied" with training provided by IT staff	-	-	-	-	85
On-going costs eliminated by internally developed solutions	-	-	-	-	5000
Percentage of addresses in city applications linked to master address table	-	-	-	-	10%
Percentage of core network up time	-	-	-	-	99%
Percentage of non-public safety work orders finished by expected completion date	-	-	-	-	80%
Percentage of users satisfied with quality of support services	-	-	-	-	80%
Percentage of Public Safety Application up time	-	-	-	-	99%
Percentage of users satisfied with timelines of support services	-	-	-	-	75%
Average response time call back to requestor	-	-	-	-	6/hr
Percentage of non-public safety application up time	-	-	-	-	95%

Information Technology

General Fund

(101-1821)

ADMINISTRATION

General Fund

Administration proactively identifies, defines and coordinates information technology systems to enhance business operations and assists departmental personnel in utilizing the full capability of the various software products.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	1,106,041	1,175,512	1,546,479	1,173,834	1,604,392
Supplies	6,375	8,716	6,400	6,730	4,400
Services & Other Charges	358,682	335,321	392,365	394,746	376,896
Transfers & Reimbursement	75,186	92,729	76,133	92,729	5,688
	1,546,284	1,612,279	2,021,377	1,668,039	1,991,376

Personnel Schedule

Director of ITS	1	1	1	1	1
Technology Services Manager	1	1	1	1	1
Technology Project Manager	1	1	1	1	1
Technology Application Spec.	-	1	1	1	1
Security Administrator	1	1	1	1	1
System Support Specialist	1	2	2	2	2
Web Specialist	1	-	-	-	-
Systems Engineer	2	2	2	2	2
Database Administrator	1	-	-	-	-
Network Engineer	1	2	2	2	2
Systems Administrator	1	1	1	1	1
GIS Analyst	-	1	1	1	1
GIS Technician	-	1	1	1	1
Technical Support Coordinator	-	1	1	1	1
Secretary	1	1	1	1	1
Total Full-Time	12	16	16	16	16
Administrative Intern II	2	2	2	2	2
Total Part-Time	2	2	2	2	2

(101-1841)

Geographical Information Systems (GIS)

General Fund

This activity accounted for expenses related to creating and maintaining Geographic Information Services for the City including developing spatial data and applications that will allow departments, employees and citizens to access location based information. This activity was moved to 1821 (Administration) for FY 2011-12.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	254,037	261,523	-	256,759	-
Supplies	2,124	1,822	-	3,720	-
Services & Other Charges	48,686	51,853	-	58,146	-
	304,846	315,198	-	318,625	-

Personnel Schedule

GIS Administrator	1	-	-	-	-
GIS Analyst	1	-	-	-	-
GIS Technician	1	-	-	-	-
Total Full-Time	3	-	-	-	-
GIS Intern	0.50	-	-	-	-
Total Part-Time	0.50	-	-	-	-

CRIME CONT/PREV DISTRICT

(215-1821)

ADMINISTRATION

CRIME CONT/PREV DISTRICT

In this fund, ITS proactively identifies, defines and coordinates information technology systems to enhance police operations and assists the police department in utilizing the full capacity of the various software products.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	-	-	-	-	72,181
	-	-	-	-	72,181

Personnel Schedule

System Support Specialist	-	-	-	1	1
Total Full-Time	-	-	-	1	1

Municipal Court Technology Fund

(229-1821)

ADMINISTRATION

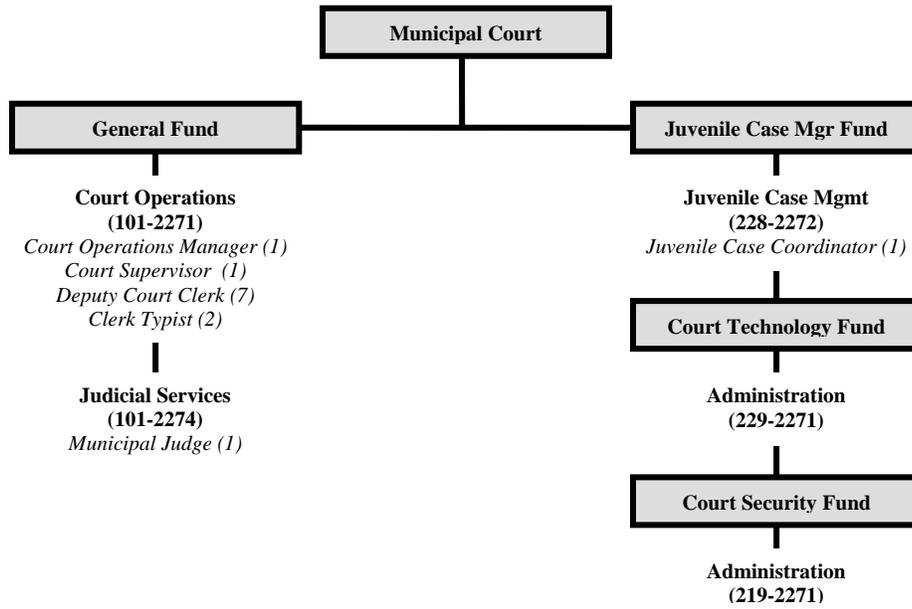
Municipal Court Technology Fund

This activity accounts for expenses related to ITS interns that perform work on Municipal Court technology systems. In FY 09-10 this process was changed from tracking specific expenses to performing a reimbursement to the General Fund for all ITS time spent on Court technology systems.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Transfers & Reimbursement	40,000	40,000	40,000	40,000	40,000
	40,000	40,000	40,000	40,000	40,000

Municipal Court

Organizational Chart



Municipal Court

To operate a Municipal Court of Record to schedule and hear all Class C Misdemeanor offenses filed with the Court. To provide information to defendants as to options available, accept payment of fines, schedule and maintain court dockets, process appeals, issue warrants for arrest and to report convictions and remit taxes collected from the disposition of cases.

Personnel

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Full-Time	13	13	13	13	13

Total Department Expenditures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	886,021	841,428	896,236	844,632	887,679
Supplies	16,799	21,721	20,150	25,092	20,150
Services & Other Charges	41,133	88,737	116,561	150,746	109,583
Transfers & Reimbursement	50,901	67,184	52,651	65,601	55,271
Capital Outlay	-	13,916	-	-	-
	994,854	1,032,987	1,085,598	1,086,071	1,072,683

Performance Measures

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Total case processings per court employee (#filed+disposed+warrant processed/clerks)	6826	4984	6000	5558	6100
Percent of warrants cleared (Warrants Served/Warrants Issued)	91%	62%	85%	95%	85%
Average fine & costs collected per case disposed (collections/disposed cases)	\$174.00	\$192.00	\$190.00	\$152.00	\$160
Percent of case dispositions during year of filing	98%	79%	90%	98%	98
Percent of cases disposed within 180 days of filing	92%	90%	90%	89%	90
Non Cash Credit Ordered	\$751,888	\$647,003	\$675,000	\$515,847	\$520,000
Total Warrants Issued	7816	6184	6600	7314	7200
Total cases filed	27,761	24,270	25,000	28,500	28,750

Municipal Court

General Fund

(101-2271)

COURT OPERATIONS General Fund

The operations division processes all cases, fees and paperwork for the Court.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	583,977	570,936	615,560	569,341	618,463
Supplies	11,715	13,710	14,300	19,232	14,300
Services & Other Charges	20,020	45,528	52,774	82,835	45,813
Total	615,712	630,173	682,634	671,408	678,576

Personnel Schedule

Court Operations Manager	1	1	1	1	1
Senior Deputy Court Clerk	2	-	-	-	-
Court Supervisor	-	1	1	1	1
Deputy Court Clerk	6	7	7	7	7
Clerk Typist	2	2	2	2	2
Total Full-Time	11	11	11	11	11
PT Clerk Typist	1	1	1	1	1
Total Part-Time	1	1	1	1	1

(101-2272)

Teen Court General Fund

The Teen Court provides a voluntary alternative to juvenile defendants in cases involving selected Class C non-traffic offenses. In FY2007-08, the city implemented a Juvenile Case Manager fee to assist with administration of the juvenile case management function. The Teen Court Coordinator position was upgraded to a full-time position which is funded in the Juvenile Case Manager Fund (228-2272).

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Supplies	1,809	1,111	-	1,860	-
Services & Other Charges	457	1,024	-	500	-
Total	2,266	2,135	-	2,360	-

(101-2274)

JUDICIAL SERVICES General Fund

This activity provides adjudicative services to the Lewisville Municipal Court of Record that are fair, impartial and expeditious for all defendants charged with offenses filed in the Municipal Court and provides magistrative services for all persons arrested or taken into custody by the Lewisville Police Department.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	194,549	194,787	203,850	199,850	209,003
Services & Other Charges	3,245	2,545	1,985	1,961	1,985
Total	197,794	197,333	205,835	201,811	210,988

Personnel Schedule

Municipal Judge	1	1	1	1	1
Total Full-Time	1	1	1	1	1
Alternate Municipal Judge	0.28	0.28	0.28	0.28	0.28
Total Part-Time	0.28	0.28	0.28	0.28	0.28

Municipal Court Security Fund

(219-2271)

Training - Court Operations **Municipal Court Security Fund**

This activity provides funding for municipal court training.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Services & Other Charges	432	21,235	26,100	25,300	26,100
	432	21,235	26,100	25,300	26,100

(219-2273)

Training - Warrant Officers **Municipal Court Security Fund**

This activity provides funding for bailiff/security services.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	33,066	-	-	1,000	-
Transfers & Reimbursement	50,901	38,901	33,513	38,901	33,513
	83,967	38,901	33,513	39,901	33,513

Juvenile Case Manager Fund

(228-2272)

Juvenile Case Mgmt **Juvenile Case Manager Fund**

This activity was created in FY 2007-08 and utilizes specific fees attached to fines to pay for expenses related to juvenile case management. A full time Juvenile Case Manager position is funded here.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	54,178	55,330	57,826	55,721	60,213
Supplies	-	-	1,850	-	1,850
Services & Other Charges	578	645	1,735	650	1,685
Transfers & Reimbursement	-	25,000	17,438	25,000	17,438
	54,756	80,976	78,849	81,371	81,186

Personnel Schedule

Juvenile Case Coordinator	1	1	1	1	1
Total Full-Time	1	1	1	1	1

Municipal Court Technology Fund

(229-2271)

COURT OPERATIONS

Municipal Court Technology Fund

This activity accounts for on-going expenses related to Court technology.

	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Revised	2012-2013 Adopted
Personal Services	20,252	20,374	19,000	18,720	-
Supplies	3,275	6,901	4,000	4,000	4,000
Services & Other Charges	16,400	17,760	33,967	39,500	34,000
Transfers & Reimbursement	-	3,283	1,700	1,700	4,320
Capital Outlay	-	13,916	-	-	-
	39,927	62,234	58,667	63,920	42,320

Capital Improvements Program

The Capital Improvement Program (CIP) is a financial plan for the development, design, and construction of major infrastructure improvements and projects in the City of Lewisville. Generally, the CIP encompasses expensive, non-recurring projects that have a multi-year life and may require financing. Projects include the construction of new buildings, reconstruction of existing structures, rehabilitation and new construction of streets, water and sewer lines, land purchases, and major equipment purchases. Projects are primarily funded through the sale of general obligation bonds, revenue bonds, interest earnings, impact fees, and available fund balances from the Hotel/Motel, General, Parks and Library Development, and Utility Funds. Budgets for continuing CIP projects are automatically rolled forward into the new fiscal year based on the September 30th balance available in the project, per the budget ordinance.



Medical Center of Lewisville Grand Theater

Planning for Capital Improvement Projects

CIP planning occurs on three levels.

- As outlined in the *Strategic Planning* section, the highest level of input is from citizens. The City is following the 2011 Plan, which emphasizes development of high quality neighborhoods, infrastructure, and facilities. A Blue Ribbon Bond Committee formed in 2002 considered the City's total need for non-utility capital projects and provided a prioritized list of projects and funding mechanisms. That process led to the passage of a \$65.725 million dollar bond election on November 8, 2003.
- At the second level, the City Council annually reviews multi-year plans for water, sewer, streets, drainage, parks and library, and major equipment and technology. A copy of each of these multi-year plans is found in the *Strategic Planning* section of the budget document. The Council ratifies prioritized annual improvements based upon community feedback and considers the impact of increased debt on the City's overall tax rate. Upon review, Council approves yearly CIP allocations and adopts the annual tax rate and utility rates to support proposed debt payments.
- At the third level of capital planning, staff works continuously to maintain an evolving capital plan. Water and sewer system projects are identified through a long-range strategic process involving the City Manager's Office and all departments. Rehabilitation and new growth projects are identified and prioritized based on needs. Funding is identified and projects are organized based on limited annual dollars. Every option is considered in order to minimize funding impact on ratepayers. Projects are spaced over time in order to achieve maximum construction with minimum rate impact.

Funding for Capital Improvement Projects

General obligation bonds, as well as available balances from the General Fund, are used to fund buildings, roads, and other projects not associated with the water and sewer system. In FY 2012-13, \$3.669 million was approved in the General Fund budget for transfer to the CIP for asphalt, concrete, screening walls, alleys and sidewalk maintenance. Another \$2.3M was approved in the Utility Fund for transfer to the CIP for water and sewer lines, and Inflow and Infiltration repairs.

Texas statutes do not prescribe a legal debt limit. However, Article XI, Section 5 of the Texas Constitution limits the total ad valorem tax rate for cities exceeding a population of 5,000 to \$2.50 per \$100 assessed valuation. As discussed in the *Budget Overview*, the combined tax rate, including debt, is \$0.44021 per \$100 assessed valuation, far beneath the prescribed ceiling.

Bond Elections Funding Currently Budgeted Capital Projects

	Authorization
1998 General Obligation Bond Election	\$32,395,000
2003 General Obligation Bond Election	\$65,875,000

On-Going Operating Impacts

While the City Council and staff scrutinize the impact of proposed debt on the total tax rate, equal attention is given to future operating costs that result from capital spending. Each project synopsis includes a portion for operating impact. The projects that have a known operating impact are noted here and included or anticipated to be included in the operating portion of the budget in future years. Also to be noted, operating costs, where applicable, have been included in the multi-year plans (i.e. technology plan) so that as we make the decision to fund capital improvements, we are aware of any on-going maintenance anticipated to be a result of those improvements.

In general, the City Council and staff have made a concerted effort to utilize any available excess revenue to fund capital projects. Management reviews capital project funding continually and is prepared to reduce capital transfers in the event of slower sales tax receipts or other economic shortfalls, throughout the fiscal year.

In the operating budget for this year, new funding for capital items is shown in the Strategic Planning section along with their annual operating impacts.

Types of Capital Improvement Projects

For easier reference, projects are categorized according to the primary purpose of their creation.

Paving Projects;	Traffic Signals;
Water System Projects;	Machinery & Equipment;
Park Development;	Drainage Projects;
Sewer System Projects;	Irrigation Projects;
Building Construction;	Utility Relocations;
Land Acquisition;	Other Miscellaneous Projects.
Technology Projects;	

Project Details

The first page in the CIP section is a pie chart displaying all current capital projects by funding source. As you read through the following information, you will also see a summary sheet of all current capital projects. This synopsis represents what each project is anticipated to cost, the current project budget, and how much has been spent on the project to date. After the summary, you will find individual project listings providing further information on each project. Here you will see the project title, funding source, current budget, and any known operating impacts. In addition, a brief description of the project is

provided. Lastly, detailed account information for each project is listed. You will see the project number, project name, and a listing of all the accounts within that project. The report provides detail for each account including year-to-date activity as well as project-to-date activity.

To best utilize the budget, make sure to make use of the number located to the left of the project name on the summary sheet. This number will equate to the project details found on the following pages. If you are interested in locating a particular project, but are not sure where to find it, you can utilize the financial capital project number located to the right of the project name in parentheses.

This number begins with one of five letters:

C = Combined
G = General
U = Utility

The C signifies projects that are combined use, for example, McGee Lane and Water Line is a combined project made up of both General and Utility Fund dollars. The project will fund the construction and expansion of McGee Lane, as well as the water line improvements. The letter 'G' signifies general capital projects such as streets and drainage or technology related, and 'U' is used to identify utility related capital projects. Therefore, if you are searching for a particular type of project, for example, a general capital project, you can look up the information using the financial capital project number located at the end of the project name (e.g. G00423). After the letter, each project is then listed in numerical order.

To further narrow down your search, you can also look up the project through the use of the department overseeing the project. This is found within the financial capital project number immediately following the letter specifying the type of project. For example, in the capital project 'Alley Rehab' the financial capital project number is G91301. As discussed, the G denotes the type of project (in this case – general) and the 9 following the G denotes the department responsible for that project (in this case Public Services). Therefore, if you are looking for a particular project and you know the type of project and the department most likely to be overseeing that project, you can use the financial capital project number to more quickly locate the capital project you are interested in. Following is the summary of the department numbers:

0 = Parks
1 = Community Development
2 = Finance
3 = Administration
6 = Utilities (a division of Public Services)
7 = Police
8 = Fire
9 = Public Services
T = Information Technology

In addition to the information found in the capital improvement section of this budget document, you can also see capital improvement projects summarized within each of the department sections. There you will see the project name and number, as well as the budgeted amount. If you see a project there that you are interested in knowing more about, you can utilize the capital project number to locate the more detailed information found in this section.

Capital Improvement Project Summary

Building Construction

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G30451) Old Town Historic Preservation	Administration	400,000	313,466	86,534
(G30535) Residential Historic Preservation	Administration	50,000	13,010	36,990
(G30738) Arts Activity Center	Administration	10,433,133	10,330,333	102,800
(G31202) RODEO ARENA ADA	Administration	362,000	312,701	49,299
(G11001) ANIMAL SHELTER CONSTR.	Community Development	4,556,765	4,373,171	183,594
(G81201) Station Workshop/Storage	FIRE	71,537	15,352	56,185
(G81301) Fire Station ADA	FIRE	43,500		43,500
(G70651) New Jail Facility	POLICE DEPARTMENT	4,415,888	4,159,695	256,193
(G70801) Remodel of Police Station	POLICE DEPARTMENT	1,602,244	1,590,635	11,609
(G71201) Public Safety Training	POLICE DEPARTMENT	1,340,000		1,340,000
(G90907) BUILDING REPAIRS	Public Services	257,298	236,215	21,083
				\$2,187,786

Drainage Projects

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G10743) Drainage Improvements '07	Community Development	371,109	362,683	8,426
(G10904) 2009 Drainage Improvements	Community Development	1,269,498	180,661	1,088,837
				\$1,097,263

Technology Projects

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(GT0417) E-Government Web Applications	INFORMATION TECHNOLOGY	270,726	242,966	27,760
(GT0750) Fiber-Optic Infrastructure	INFORMATION TECHNOLOGY	771,000	769,089	1,911
(GT0901) Document Imaging Phase IV	INFORMATION TECHNOLOGY	149,383	110,327	39,056
(GT0906) EMS Software Upgrade	INFORMATION TECHNOLOGY	19,754	13,072	6,682
(GT1100) XIV Data storage system	INFORMATION TECHNOLOGY	288,999	209,880	79,119
(GT1103) Court Tech Upgrades	INFORMATION TECHNOLOGY	26,000		26,000
(GT1201) Security System Conv.	INFORMATION TECHNOLOGY	429,000	23,267	405,733
(GT1301) 2013 Fiber Expansion	INFORMATION TECHNOLOGY	329,500		329,500
(GT1302) Finance/HR Application	INFORMATION TECHNOLOGY	283,325		283,325
(GT1303) Comm Development App	INFORMATION TECHNOLOGY	237,090		237,090
(GT1304) PC/Phone/Printer Repl	INFORMATION TECHNOLOGY	112,000		112,000
				\$1,548,175

Non-CIP

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G31101) Lewisville Lake Master Plan	Administration	265,000	152,787	112,213
(G31201) 2025 Plan	Administration	160,000		160,000

Park Development

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G30721) Old Town Park Plaza	Administration	1,000,000	658,714	341,286
(G00423) General Park Improvements	Parks & Leisure Services	1,006,313	520,566	485,747
(G00505) Railroad Street Park Development	Parks & Leisure Services	25,406,677	25,196,540	210,137
(G00646) Trail Development	Parks & Leisure Services	1,633,700	401,928	1,231,772
(G00647) Lake Park Improvements	Parks & Leisure Services	373,371	259,297	114,074
(G00801) Playground Equipment	Parks & Leisure Services	207,691	167,339	40,352
(G00901) Athletic Complex Turf Ren	Parks & Leisure Services	275,000		275,000
(G01100) Pool repainting	Parks & Leisure Services	61,800		61,800
(G01102) PARK ADA IMPRV	Parks & Leisure Services	381,450	255,396	126,054
(G01301) Water Fountain Repair	Parks & Leisure Services	267,480		267,480
				\$3,153,702

Paving Projects

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G30619) Old Town Parking/Plaza/Pedestrian Improvements	Administration	3,450,870	2,905,554	545,316
(G31100) I35 Corridor Plan	Administration	171,000	166,122	4,878
(G31102) Old Town TOD	Administration	3,750,000	-	3,750,000
(G31103) I-35 CORRIDOR AESTHETIC	Administration	242,778	234,704	8,074
(G10704) Railroad Street (Bennett Lane to SH121)	Community Development	4,492,680	4,038,587	454,093
(G10736) Westwood II	Community Development	11,138,326	1,020,952	10,117,374
(G10801) PURNELL STREET	Community Development	1,427,804	1,266,926	160,878
(G10903) STREET/ALLEY BOND IMP 09	Community Development	2,905,745		2,905,745
(G10906) Valley Ridge Mill-College	Community Development	13,211,090	1,162,753	12,048,337
(G11002) Riverside Road/Bridge	Community Development	2,400,000		2,400,000
(G11003) Bellaire Heights	Community Development	2,750,000	2,477,777	272,223
(G11004) Corp - Waters Rdg to DGNO	Community Development	2,345,393	578,259	1,767,134
(G11005) Corp - DGNO - Elm Fork Br	Community Development	5,379,342		5,379,342
(G11006) Corp at Elm Fork Bridge	Community Development	4,716,073		4,716,073
(G11007) Corp- EF Brdg to Holfords	Community Development	8,166,038		8,166,038
(G11008) Corp- Holfords P to 2281	Community Development	3,609,256		3,609,256
(G11009) Corp - 544 to Josey	Community Development	15,580,976	238,448	15,342,528
(G11010) Corp- Josey to Trinity	Community Development	3,064,684		3,064,684
(G11202) 407 and I35 Interchange	Community Development	1,600,000		1,600,000
(G90511) Corridor Beautification	Public Services	2,354,762	1,170,197	1,184,565
(G90906) Traffic Improvements 09	Public Services	919,060	879,372	39,688
(G91006) Traffic Improvements 2010	Public Services	330,000	4,971	325,029
(G91201) Neighborhood Rehab	Public Services	400,000	302,775	97,225
(G91202) Alley Rehab	Public Services	170,000		170,000
(G91207) concrete repairs	Public Services	941,161	735,580	205,581
(G91208) Asphalt Repairs	Public Services	337,628	208,500	129,128
(G91209) Sidewalk Repairs	Public Services	610,700	526,030	84,670
(G91301) 2013 Concrete	Public Services	940,000		940,000
(G91302) 2013 Asphalt	Public Services	662,300		662,300
(G91303) 2013 Sidewalk	Public Services	780,700		780,700
(G91305) 2013 Neighborhood Rehab	Public Services	400,000		400,000
(G91306) 2013 Alley	Public Services	170,000		170,000
(G91307) Walters, Herod, Hatcher	Public Services	200,000		200,000
				\$81,700,859

Screening Walls

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G91205) screening wall repairs	Public Services	325,693	272,433	53,260
(G91304) 2013 Screening Walls	Public Services	516,606		516,606
				\$569,866

Sanitary Sewer Systems

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(U90804) Timbercreek Lift Station	Public Services	4,503,000	356,662	4,146,338
(U90905) Elm Fork Sanitary Sewer Phase 2	Public Services	875,027	371,959	503,068
				\$4,649,406

Sewer System Projects

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(U60425) Wastewater Treatment Plant (Sludge Mgmt)	Public Services	5,489,000	2,053,185	3,435,815
(U90407) Purnell St. Wastewater Main Replacement	Public Services	2,200,706	1,881,216	319,490
(U90901) Crossroads South Sewer	Public Services	2,397,000	48,938	2,348,062
(U90907) INDIAN CREEK LIFT STATION	Public Services	10,474,092	319,565	10,154,527
(U91001) Sewer Crossings (2010)	Public Services	1,767,942	491,990	1,275,952
(U91202) East Side Gravity Sewer	Public Services	3,500,000		3,500,000
(U91203) I/I Repairs	Public Services	479,202	262,555	216,647
(U91302) 2013 Sewer Line Repl	Public Services	1,800,100		1,800,100
(U91303) 2013 Inflow/Infiltration	Public Services	250,000		250,000
(U95362) Extension of Sanitary Sewer to Elm Fork Area	Public Services	1,093,724	1,061,042	32,682
				\$23,333,274

Traffic Signals

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(G10902) LPAFA Grant / SH 121 Business	Community Development	321,425	237,035	84,390
(G91007) LPAFA MAIN ST	Public Services	249,090	205,041	44,049
(G91204) Traffic Improvements	Public Services	418,842		418,842
				\$547,281

Water System Projects

Project	Responsible Department	Project To Date		Current
		Budget	Expenses	Year Budget
(U15460) Update of Master Water Infrastructure Map	Community Development	340,740	244,021	96,719
(U60512) Midway Pump Station / Dallas Water Supply No. 3	Public Services	16,266,384	15,805,857	460,527
(U90654) Water Line Replacements (2006)	Public Services	3,008,195	2,755,204	252,991
(U90765) Water Meter Improvements	Public Services	216,681	125,853	90,828
(U90904) VALY RDG NE WTR LINE PH 2	Public Services	884,766		884,766
(U91100) 2011 line replace/repair	Public Services	1,201,356	236,111	965,245
(U91101) Midway Branch LS/Force M	Public Services	9,400,000	143,276	9,256,724
(U91201) Water Line Replacements 2012	Public Services	539,281		539,281
(U91204) WTP Ground Storage	Public Services	4,000,000		4,000,000
(U91301) 2013 Water Line Repl	Public Services	250,000		250,000
				\$16,797,080

Building Construction

G11001 - ANIMAL SHELTER CONSTR.

Construction of a new 14,733 animal shelter adjacent to Toyota of Lewisville Railroad Park.

Future Impact on Operating Budgets

\$132,000

Project Start Date: 10/1/2009

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	4,556,765	4,373,171	183,594
Total	4,556,765	4,373,171	183,594

G30451 - Old Town Historic Preservation

This project funds improvements in the Old Town area through agreements with business owners which reimburse specific rehabilitation and restoration costs.

Future Impact on Operating Budgets

None. Seed money for façade improvements only.

Project Start Date: 6/21/2004

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - HOTEL/MOTEL (306)	400,000	313,466	86,534
Total	400,000	313,466	86,534

G30535 - Residential Historic Preservation

This project provides funding for a single family historical structure façade program.

Future Impact on Operating Budgets

None. Seed money for residential restoration and rehabilitation costs.

Project Start Date: 8/19/2005

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - HOTEL/MOTEL (306)	50,000	13,010	36,990
Total	50,000	13,010	36,990

G30738 - Arts Activity Center

This project funds the design and construction of an arts activity facility in the Old Town area. Project is substantially complete. Working on punch list items.

Impact on Operating Budgets

\$503,569.00

Project Start Date: 4/2/2007

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	1,421,804	1,391,613	30,191
CIP - RISK FUND (303)	157,000	156,575	425
CIP - HOTEL/MOTEL (306)	157,895	157,895	-
TIF - CIP (325)	45,932	13,063	32,869
TIF - 2007 BOND FUNDS (327)	8,000,502	8,000,501	1
PARK DEVELOPMENT FUNDS (374)	650,000	610,685	39,315
Total	10,433,133	10,330,333	102,800

G31202 - RODEO ARENA ADA

Installation of ADA compliant sidewalks, grandstands, parking, and security fencing.

Future Impact on Operating Budgets

Saddle Club is responsible for O & M.

Project Start Date: 3/6/2012

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	70,000	48,661	21,339
CIP - RISK FUND (303)	292,000	264,040	27,960
Total	362,000	312,701	49,299

G70651 - New Jail Facility

This project funds the design and construction of a new jail facility to be located between the Municipal Annex building and the police department. Final items include modifications to property room and sally port.

Future Impact on Operating Budgets

Facility operations are being absorbed by existing jail operating funds.

Project Start Date: 6/28/2006

Responsible Department: POLICE DEPARTMENT

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	182,691	146,185	36,506
CIP - RISK FUND (303)	30,000	30,000	
CIP-Crime Control Dist (305)	219,487		219,487
CIP-FEDERAL FORFEITURE (335)	165,000	165,000	-
CIP - G O BOND 2006 (366)	666,890	666,890	-
CIP - G O BOND 2007 (367)	3,151,820	3,151,620	200
Total	4,415,888	4,159,695	256,193

G70801 - Remodel of Police Station

This project funds a remodel of the old jail area in the original police facility. Construction is substantially complete. Working on punch list items before closing project.

Future Impact on Operating Budgets

None. Utility costs are already incurred as this is an existing facility.

Project Start Date: 10/1/2007

Responsible Department: POLICE DEPARTMENT

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	1,590,244	1,578,636	11,608
CIP-COURT TECH & SECURITY (304)	12,000	11,999	1
Total	1,602,244	1,590,635	11,609

G71201 - Public Safety Training

Construction of Public Safety Training Facility.

Future Impact on Operating Budgets

Utility costs are projected to be \$12,000 annually.

Project Start Date: 8/28/2012

Responsible Department: POLICE DEPARTMENT

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - G O BOND 2012 (382)	1,340,000		1,340,000
Total	1,340,000		1,340,000

G81201 - Station Workshop/Storage

Modifications to workshop at Fire Station and construction of storage facility.

Future Impact on Operating Budgets

None. Improvements to existing building only.

Project Start Date: 3/20/2012

Responsible Department: FIRE

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	71,537	15,352	56,185
Total	71,537	15,352	56,185

G81301 - Fire Station ADA

Funds improvements to Fire station accessibility for ADA compliance - ramps, parking spaces, etc.

Future Impact on Operating Budgets

None. Improvements to existing building only.

Project Start Date:	10/1/2012	Responsible Department:	FIRE
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	43,500		43,500
Total	43,500		43,500

G90907 - BUILDING REPAIRS

This project will fund improvements to various City facilities as determined by the Public Services staff including roof repairs at several City facilities. In addition, repairs to air conditioning and heating systems have also been identified. It is anticipated that additional miscellaneous repairs will be needed, as the review is on-going.

Future Impact on Operating Budgets

Positive as minor repairs will no longer be required.

Project Start Date:	3/16/2009	Responsible Department:	Public Services
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	257,298	236,215	21,083
Total	257,298	236,215	21,083

Drainage Projects

G10743 - Drainage Improvements '07

This project funds storm sewer improvements in the Old Orchard/Kingston area.

Future Impact on Operating Budgets

Ongoing maintenance will continue at current budgeted levels.

Project Start Date:	5/11/2007	Responsible Department:	Community Development
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	371,109	362,683	8,426
Total	371,109	362,683	8,426

G10904 - 2009 Drainage Improvements

Project funds construction of Old Orchard/Kingston area improvements; also funds improvements in the metro park circle channel, and Timbercreek erosion/stabilization design(Regency drive). All designs are currently in process. Timbercreek is 90% design complete and PSA issued for Purnell and Metro Park Circle.

Future Impact on Operating Budgets

None. This funding is for design/study only.

Project Start Date:	7/1/2009	Responsible Department:	Community Development
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	335,243		335,243
CIP - G O BOND 2009 (369)	934,255	180,661	753,594
Total	1,269,498	180,661	1,088,837

Technology Projects

GT0417 - E-Government Web Applications

This project will fund hardware, software and installation of E-government web applications including converting Rec Trac, CRM, and Notes Applications. Also includes sharepoint implementation costs.

Future Impact on Operating Budgets

\$5,000.

Project Start Date:	10/1/2003	Responsible Department:	INFORMATION TECHNOLOGY	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		270,726	242,966	27,760
Total		270,726	242,966	27,760

GT0750 - Fiber-Optic Infrastructure

This project installs a fiber-optic ring to connect all major city facilities with a 10 gigabit network connection. Fiber to major facilities is complete. Connections to outlying facilities is still under construction. Working on the Annex to Memorial Park.

Future Impact on Operating Budgets

Long-term savings are anticipated as the city will no longer be leasing fiber-optic services.

Project Start Date:	6/18/2007	Responsible Department:	INFORMATION TECHNOLOGY	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		18,000	17,596	404
CIP - RISK FUND (303)		753,000	751,493	1,507
Total		771,000	769,089	1,911

GT0901 - Document Imaging Phase IV

This project funds the final phase of the Document Imaging system. Currently evaluating workflow module and scanning equipment needs. A portion of this funding will be used to supplement the budget for sharepoint implementation costs.

Future Impact on Operating Budgets

\$12,750 annually.

Project Start Date:	10/1/2008	Responsible Department:	INFORMATION TECHNOLOGY	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		149,383	110,327	39,056
Total		149,383	110,327	39,056

GT0906 - EMS Software Upgrade

This project funds an upgrade to the rescueNet TabletPCR software.

Future Impact on Operating Budgets

\$1,263 annually.

Project Start Date:	10/1/2008	Responsible Department:	INFORMATION TECHNOLOGY	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		19,754	13,072	6,682
Total		19,754	13,072	6,682

GT1100 - XIV Data storage system

Will provide additional storage for data applications and file shares.

Future Impact on Operating Budgets

Absorbed from existing storage funding.

Project Start Date:	10/1/2010	Responsible Department:	INFORMATION TECHNOLOGY	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		165,317	105,000	60,317
CIP-COURT TECH & SECURITY (304)		105,000	104,880	120
CIP-Crime Control Dist (305)		18,682		18,682
Total		288,999	209,880	79,119

GT1103 - Court Tech Upgrades

Funding will be used to purchase and deploy electronic ticketing to all police vehicles.

Future Impact on Operating Budgets

\$2000 ongoing maintenance.

Project Start Date:	6/3/2011	Responsible Department:	INFORMATION TECHNOLOGY	
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Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP-COURT TECH & SECURITY (304)	26,000		26,000
Total	26,000		26,000

GT1201 - Security System Conv.

Conversion of the legacy analog security system to a digital integrated security system in City Hall, Annex, Library, Jail, Public Services, PALS Maintenance, Recreation Centers and Central Fire and replacement of the analog fire panels to a networked system.

Future Impact on Operating Budgets

Absorbed within existing maintenance funding.

Project Start Date: 10/3/2011

Responsible Department: INFORMATION TECHNOLOGY

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - RISK FUND (303)	429,000	23,267	405,733
Total	429,000	23,267	405,733

GT1301 - 2013 Fiber Expansion

Fire stations 2, 5 and 7.

Future Impact on Operating Budgets

\$3,513.00

Project Start Date: 10/1/2012

Responsible Department: INFORMATION TECHNOLOGY

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	329,500		329,500
Total	329,500		329,500

GT1302 - Finance/HR Application

Finance/HR software application conversion.

Future Impact on Operating Budgets

\$3,600.00

Project Start Date: 10/1/2012

Responsible Department: INFORMATION TECHNOLOGY

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	283,325		283,325
Total	283,325		283,325

GT1303 - Comm Development App

Community Development software application acquisition and implementation.

Future Impact on Operating Budgets

\$22,015.00

Project Start Date: 10/1/2012

Responsible Department: INFORMATION TECHNOLOGY

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	237,090		237,090
Total	237,090		237,090

GT1304 - PC/Phone/Printer Repl

Replacement of personal computers, phones and printers on replacement schedule.

Future Impact on Operating Budgets

None. Existing maintenance budget will absorb.

Project Start Date: 10/1/2012

Responsible Department: INFORMATION TECHNOLOGY

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	112,000		112,000
Total	112,000		112,000

Non-CIP

G31101 - Lewisville Lake Master Plan

In continuation of an effort to re-examine the City's leasehold properties on Lewisville Lake and to implement a development plan, the City is researching opportunities and constraints of existing conditions, working with stakeholders and providing an implementation plan for development on the site.

Future Impact on Operating Budgets

TBD.

Project Start Date: 11/2/2010

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	210,000	152,787	57,213
CIP - WATER/SEWER TRSF (414)	55,000		55,000
Total	265,000	152,787	112,213

G31201 - 2025 Plan

Conduct a long range, community based planning program. Last one was done in 1996.

Future Impact on Operating Budgets

None.

Project Start Date: 10/3/2011

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	160,000		160,000
Total	160,000		160,000

Park Development

G00423 - General Park Improvements

This 4B sales tax supported project is for improvements to city parks, primarily infrastructure. This funding will also be used for ADA improvements including restrooms at the ball fields and wheel chairs for aquatic facilities.

Future Impact on Operating Budgets

Though funded via the 4B sales tax, this project does impact the general fund primarily due to minor maintenance and utility costs which total approximately \$5,000 per year.

Project Start Date: 10/1/2003

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)	1,006,313	520,566	485,747
Total	1,006,313	520,566	485,747

G00505 - Railroad Street Park Development

This project is funded through the 4B Bonds approved in 2004 and 4B Sales Tax Fund cash. This project provides funding for baseball/softball fields, soccer fields, football fields, a dog park, a skate park, vehicular parking, restroom facilities, playground and concession facilities at Railroad Street Park. Major construction is complete and the park is open to the public. Minor items are still being completed. Final items include stair ramps, football steps and sidewalk,

Future Impact on Operating Budgets

Anticipated to be 638,221 in 2009-10(funded in the 10-year 4B Sales Tax Fund financial plan)

Project Start Date: 10/1/2004

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)	3,189,272	3,155,291	33,981
4B 2004 Bond Funds (344)	2,753,968	2,753,968	()
4-B 2007 BOND FUNDS (347)	19,244,394	19,071,488	172,906
PARK DEVELOPMENT FUNDS (374)	101,043	100,819	224
CIP - WATER/SEWER TRSF (414)	118,000	114,973	3,027
Total	25,406,677	25,196,540	210,137

G00646 - Trail Development

This project funds Old Orchard from Corporate to Hedrick Estates and Timber Creek. Awaiting completion of trail master plan and grant/DCTA funding.

Future Impact on Operating Budgets

Minor.

Project Start Date: 4/25/2006

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)	1,250,000	216,589	1,033,411
PARK DEVELOPMENT FUNDS (374)	383,700	185,339	198,361
Total	1,633,700	401,928	1,231,772

G00647 - Lake Park Improvements

This project includes lake bouys, park entrance signs, erosion control, ballfield groomer and wireless internet provision at the campground.

Future Impact on Operating Budgets

Minor operating costs. Wireless internet at the campgrounds is expected to slightly boost occupancy there, which will have a positive impact on revenue.

Project Start Date: 4/25/2006

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
PARK DEVELOPMENT FUNDS (374)	373,371	259,297	114,074
Total	373,371	259,297	114,074

G00801 - Playground Equipment

This 4B sales tax funded project provides various parks with updated, age-appropriate playground areas. Also included will be backstops, shelters, picnic tables and park benches.

Future Impact on Operating Budgets

Minor operating impact - anticipate reduced maintenance costs for first few years and then minor routine repairs.

Project Start Date: 10/1/2007

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)	207,691	167,339	40,352
Total	207,691	167,339	40,352

G00901 - Athletic Complex Turf Ren

Project is for turf replacement at Lake Park soccer fields.

Future Impact on Operating Budgets

Once all of the fields are complete, operating costs to maintain the fields will be \$200,000 annually.

Project Start Date: 10/1/2008

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)	275,000		275,000
Total	275,000		275,000

G01100 - Pool repainting

Funding will be used to repaint pools at Sun Valley and at College Street.

Future Impact on Operating Budgets

This projects accumulates funding needed to repaint the aquatic facilities every 5 years.

Project Start Date: 10/1/2010

Responsible Department: Parks & Leisure Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)	61,800		61,800
Total	61,800		61,800

G01102 - PARK ADA IMPRV

Funds accessible routes throughout multiple parks, new playground equipment, water fountains, parking improvements, synthetic grass, Iris Park Playground equipment.

Future Impact on Operating Budgets

None.

<u>Project Start Date:</u>	8/24/2011	<u>Responsible Department:</u>	Parks & Leisure Services	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
PARK DEVELOPMENT FUNDS (374)		381,450	255,396	126,054
Total		381,450	255,396	126,054

G01301 - Water Fountain Repair

This project will fund repairs to the water fountains located in front of City Hall.

Future Impact on Operating Budgets

Maintenance will decrease after water fountains are repaired. Therefore, we will see a positive impact on the operating budget TBD.

<u>Project Start Date:</u>	10/1/2012	<u>Responsible Department:</u>	Parks & Leisure Services	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		267,480		267,480
Total		267,480		267,480

G30721 - Old Town Park Plaza

This project funds the design and construction of a park plaza across from City Hall in Old Town. Design is 90% complete.

Future Impact on Operating Budgets

To be determined as design is finalized.

<u>Project Start Date:</u>	10/1/2006	<u>Responsible Department:</u>	Administration	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
4-B SALES TAX (340)		1,000,000	658,714	341,286
Total		1,000,000	658,714	341,286

Paving Projects

G10704 - Railroad Street (Bennett Lane to SH121)

This project is for the design and construction of Railroad Street between Bennett Lane and SH121. Project is substantially complete but has not been accepted yet.

Future Impact on Operating Budgets

Operating & Maintenance Costs: \$5,477 (2.37 lane miles x \$2,311 per lane mile).

<u>Project Start Date:</u>	10/1/2006	<u>Responsible Department:</u>	Community Development	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - G O BOND 2006 (366)		592,680	564,135	28,545
CIP - G O BOND 2008 (368)		2,400,000	2,400,000	-
CIP - G O BOND 2009 (369)		1,500,000	1,074,453	425,547
Total		4,492,680	4,038,587	454,093

G10736 - Westwood II

This project is for roadway improvement in the Westwood II subdivision. Project is under construction with estimated completion in fall of 2013.

Future Impact on Operating Budgets

Operating & Maintenance Costs: \$1,246 (0.539 lane miles x \$2,311 per lane mile).

<u>Project Start Date:</u>	2/20/2007	<u>Responsible Department:</u>	Community Development	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - G O BOND 2006 (366)		483,959	353,643	130,316
CIP - G O BOND 2007 (367)		756,292		756,292
CIP - G O BOND 2008 (368)		6,220,000	324,751	5,895,249
CIP - WATER/SEWER TRSF (414)		308	293,020	685,055

CIP - REVENUE BOND 2008 (468)	2,700,000	49,538	2,650,462
Total	11,138,326	1,020,952	10,117,374

G10801 - PURNELL STREET

This project will fund drainage improvements from Charles St. to I35. Will be constructed along with Purnell St. sewerline. Project is under construction.

Future Impact on Operating Budgets

TBD.

Project Start Date: 6/2/2008

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	163,037	32,690	130,347
CIP - G O BOND 2004 (364)	1,194,988	1,171,192	23,796
CIP - G O BOND 2005 (365)	61,963	61,964	(1)
CITY-DO DEVELOPER ESCROW (371)	7,816	1,081	6,735
Total	1,427,804	1,266,926	160,878

G10903 - STREET/ALLEY BOND IMP 09

This project will fund improvements to the Old Town Park Plaza area alleys (Mill to Main). Will be done with Plaza development project.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 7/1/2009

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - G O BOND 2009 (369)	2,905,745		2,905,745
Total	2,905,745		2,905,745

G10906 - Valley Ridge Mill-College

Project is currently in design - 60% complete. This is a project that the city is participating in with Denton County. ROW acquisition is currently in process.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 8/27/2009

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	5,000,000	139,798	4,860,202
CITY-DO DEVELOPER ESCROW (371)	1,211,090	1,022,955	188,135
CIP - G O BOND 2012 (382)	7,000,000		7,000,000
Total	13,211,090	1,162,753	12,048,337

G11002 - Riverside Road/Bridge

This project will pre-fund the Riverside project Road/Bridge. This payment will be paid back by the newly created TIRZ 2 as funding is available.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2009

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	2,400,000		2,400,000
Total	2,400,000		2,400,000

G11003 - Bellaire Heights

Project will replace the existing concrete paving, sanitary sewer and storm sewer improvements, and sidewalks within the subdivision.

Future Impact on Operating Budgets

None.

Project Start Date: 1/19/2010

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
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CIP - G O BOND 2007 (367)	2,750,000	2,477,777	272,223
Total	2,750,000	2,477,777	272,223

G11004 - Corp - Waters Rdg to DGNO

Extension of Corporate from Waters Ridge to Railroad Street as a four lane divided thoroughfare. Project is under construction.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	3/1/2010	Responsible Department:	Community Development	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - GENERAL FUND TRSF (301)	198,608	198,608	-	
CIP - TXDOT CSJ (316)	1,588,862	379,651	1,209,211	
CIP - G O BOND 2004 (364)	4,364		4,364	
CIP - G O BOND 2006 (366)	346,047		346,047	
CIP - G O BOND 2007 (367)	8,904		8,904	
CITY-DO DEVELOPER ESCROW (371)	198,608		198,608	
Total	2,345,393	578,259	1,767,134	

G11005 - Corp - DGNO - Elm Fork Br

Extension of Corporate Drive - awaiting completion of earlier sections.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	3/1/2010	Responsible Department:	Community Development	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - TXDOT CSJ (316)	5,379,342		5,379,342	
Total	5,379,342		5,379,342	

G11006 - Corp at Elm Fork Bridge

Extension of Corporate Drive - awaiting completion of earlier sections.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	3/1/2010	Responsible Department:	Community Development	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - TXDOT CSJ (316)	4,716,073		4,716,073	
Total	4,716,073		4,716,073	

G11007 - Corp- EF Brdg to Holfords

Extension of Corporate Drive - awaiting completion of earlier sections.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	3/1/2010	Responsible Department:	Community Development	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - TXDOT CSJ (316)	8,166,038		8,166,038	
Total	8,166,038		8,166,038	

G11008 - Corp- Holfords P to 2281

Extension of Corporate Drive - awaiting completion of earlier sections. Possibly a joint project with the City of Carrollton.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	3/1/2010	Responsible Department:	Community Development	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - TXDOT CSJ (316)	3,609,256		3,609,256	
Total	3,609,256		3,609,256	

G11009 - Corp - 544 to Josey

Design of a railroad bridge over Windhaven Parkway and the construction of the roadway to infill improvements. Design is 60% complete.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 3/1/2010

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - TXDOT CSJ (316)	14,266,876	238,448	14,028,428
CITY-DO DEVELOPER ESCROW (371)	1,314,100		1,314,100
Total	15,580,976	238,448	15,342,528

G11010 - Corp- Josey to Trinity

Extension of Corporate Drive. This project was funded initially through alternative sources. Will be reimbursed with this TxDOT funding.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 3/1/2010

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - TXDOT CSJ (316)	3,064,684		3,064,684
Total	3,064,684		3,064,684

G11202 - 407 and I35 Interchange

Aesthetic improvements to bridge structure.

Future Impact on Operating Budgets

No description entered

Project Start Date: 8/28/2012

Responsible Department: Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - G O BOND 2012 (382)	1,600,000		1,600,000
Total	1,600,000		1,600,000

G30619 - Old Town Parking/Plaza/Pedestrian Improvements

This project provides funding for parking and pedestrian walkway improvements in the Old Town area. A Park Plaza will also be constructed in the Old Town area. Design is 90% complete. Construction to begin after necessary land acquisition.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 11/1/2005

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	1,736,869	1,595,572	141,297
CIP - HOTEL/MOTEL (306)	87,339	76,959	10,380
TIF - CIP (325)	357,800	186,910	170,890
TIF - 2007 BOND FUNDS (327)	650,000	650,000	-
CITY-DO DEVELOPER ESCROW (371)	3,189		3,189
TREE MITIGATION (373)	250,000	140,080	109,920
PARK DEVELOPMENT FUNDS (374)	365,673	256,032	109,641
Total	3,450,870	2,905,554	545,316

G31100 - I35 Corridor Plan

Project funds the final phases of a I35 Corridor Comprehensive Plan.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2010

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	171,000	166,122	4,878

Total	171,000	166,122	4,878
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G31102 - Old Town TOD

Streetscape and lane improvements to Mill Street from I35/SH 121 Business to College Street.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 3/7/2011

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	3,750,000	-	3,750,000
Total	3,750,000	-	3,750,000

G31103 - I-35 CORRIDOR AESTHETIC

Aesthetic improvements include bridges, medians, plantings, and entry features.

Future Impact on Operating Budgets

None.

Project Start Date: 4/27/2011

Responsible Department: Administration

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	89,980	84,226	5,754
CIP - G O BOND 2004 (364)	109,320	109,320	-
CIP - G O BOND 2006 (366)	43,478	41,158	2,320
Total	242,778	234,704	8,074

G90511 - Corridor Beautification

Funds will be used to beautify corridors in numerous locations using foliage, screening devices or to relocate above-ground utility lines.

Future Impact on Operating Budgets

\$40,000 annually for irrigation and maintenance. (Funded in the General Fund, Parks & Leisure Services annual budget).

Project Start Date: 10/1/2004

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	2,324,762	1,170,197	1,154,565
TREE MITIGATION (373)	30,000		30,000
Total	2,354,762	1,170,197	1,184,565

G90906 - Traffic Improvements 09

This project provides funds for traffic signal improvements including battery back up systems and design of curb ramps.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2008

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	896,740	857,157	39,583
CITY-DO DEVELOPER ESCROW (371)	22,320	22,215	105
Total	919,060	879,372	39,688

G91006 - Traffic Improvements 2010

This project upgrades Traffic Control signs to meet FHWA Retroreflectivity Ruling requirements.

Future Impact on Operating Budgets

Minor

Project Start Date: 10/1/2009

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	330,000	4,971	325,029
Total	330,000	4,971	325,029

G91201 - Neighborhood Rehab

Lewisville Valley 3 street and sidewalk repairs (Abilene, El Paso, Santa Fe, and Chisolm). Project under construction. Estimated completion in January.

Future Impact on Operating Budgets

None.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	400,000	302,775	97,225
Total	400,000	302,775	97,225

G91202 - Alley Rehab

Lewisville Valley 3 repairs (Abilene, El Paso, Santa Fe, and Chisolm). Project under construction. Estimated completion in January.

Future Impact on Operating Budgets

None.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	170,000		170,000
Total	170,000		170,000

G91207 - concrete repairs

This project funds minor concrete repairs on College Parkway (I35 to Summit), High Point Addition, and Timber Creek Estates Addition.

Future Impact on Operating Budgets

None.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	941,161	735,580	205,581
Total	941,161	735,580	205,581

G91208 - Asphalt Repairs

Asphalt repairs to High School, Crockett, Fox avenue, and Huffines Street.

Future Impact on Operating Budgets

None.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	337,628	208,500	129,128
Total	337,628	208,500	129,128

G91209 - Sidewalk Repairs

Sidewalk repairs to High Point Addition and Timbercreek Estates Addition.

Future Impact on Operating Budgets

None.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	610,700	526,030	84,670
Total	610,700	526,030	84,670

G91301 - 2013 Concrete

Bellaire Blvd (SH 121 Business to WCL), Valley Parkway (Main Street to FM 3040), GardenRidge addition, Misc. Maintenance

Future Impact on Operating Budgets

No description entered

Project Start Date: 10/1/2012

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	940,000		940,000
Total	940,000		940,000

G91302 - 2013 Asphalt

Temple, Degan, Richland, and Lynn.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	662,300		662,300
Total	662,300		662,300

G91303 - 2013 Sidewalk

Valley Ridge addition.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	780,700		780,700
Total	780,700		780,700

G91305 - 2013 Neighborhood Rehab

Lewisville Valley 3 - Chisolm, Red River, and Glen Hill. Curb and gutter for Walters, Hatcher and Herod streets.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	400,000		400,000
Total	400,000		400,000

G91306 - 2013 Alley

Maxwell and Crosshaven.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	170,000		170,000
Total	170,000		170,000

G91307 - Walters, Herod, Hatcher

Walters, Herod, and Hatcher paving improvement.

Future Impact on Operating Budgets

None.

Project Start Date: 10/1/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	200,000		200,000
Total	200,000		200,000

Screening Walls

G91205 - screening wall repairs

To be determined based on greatest need.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	323,587	272,433	51,154
CIP - SCREENING WALL MNTC (376)	2,106	-	2,106
Total	325,693	272,433	53,260

G91304 - 2013 Screening Walls

Diamond Hills Estates.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 10/1/2012

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)	516,606		516,606
Total	516,606		516,606

Sanitary Sewer Systems

U90804 - Timbercreek Lift Station

This project funds the demolition and rebuilding of Timber Creek Lift Station. Design is complete and project will bid in Fall of 2012.

Future Impact on Operating Budgets

TBD once design is complete.

Project Start Date: 7/14/2008

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	3,000	3,000	-
CIP - REVENUE BOND 2008 (468)	4,500,000	353,662	4,146,338
Total	4,503,000	356,662	4,146,338

U90905 - Elm Fork Sanitary Sewer Phase 2

Project will fund a collection system from East Main Street to Railroad Street and Krestmark Lift Station. Under construction.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 5/21/2009

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	598,502	280,082	318,420
CIP - WATER DEVL BRD 1999 (451)	27,795		27,795
CIP - REVENUE BOND 2008 (468)	52,000		52,000
CIP - REVENUE BOND 1998 (498)	196,730	91,878	104,853
Total	875,027	371,959	503,068

Sewer System Projects

U60425 - Wastewater Treatment Plant (Sludge Mgmt)

This project provides funds a cannibal process, and a second belt press for treatment and disposal of additional sludge produced by the Wastewater Treatment Plant. Design of aeration basis and clarifier design should be complete by November 2012.

Future Impact on Operating Budgets

To be determined, based on results of engineering study.

<u>Project Start Date:</u>	8/29/2003	<u>Responsible Department:</u>	Public Services	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - WATER/SEWER TRSF (414)	922,510	88,983	833,527	
CIP - WATER DEVL BRD 1999 (451)	53,902		53,902	
CIP - REVENUE BONDS 2003 (463)	4,512,588	1,964,202	2,548,386	
Total	5,489,000	2,053,185	3,435,815	

U90407 - Purnell St. Wastewater Main Replacement

Phase 1 is completed and phase 2 will be completed November 2012. Phase 3 will replace sanitary sewer from Edwards street to Main street via Whatley Ave. and Kealy Ave.

Future Impact on Operating Budgets

To be determined.

<u>Project Start Date:</u>	10/1/2003	<u>Responsible Department:</u>	Public Services	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - WATER/SEWER TRSF (414)	250,706	225,631	25,075	
CIP - REVENUE BOND 2008 (468)	1,950,000	1,655,585	294,415	
Total	2,200,706	1,881,216	319,490	

U90901 - Crossroads South Sewer

This project will fund sanitary sewer improvements to divert the City of Lewisville's existing sanitary sewer system from flowing through DCFWD's sanitary sewer system.

Future Impact on Operating Budgets

To be determined.

<u>Project Start Date:</u>	10/1/2008	<u>Responsible Department:</u>	Public Services	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - WATER/SEWER TRSF (414)	2,397,000	48,938	2,348,062	
Total	2,397,000	48,938	2,348,062	

U90907 - INDIAN CREEK LIFT STATION

Sanitary sewer lift station near the existing Indian Creek Metering Station at FM 544 and Indian Creek; and a 24" sanitary force main between the lift station and an existing sanitary sewer at SH 121 Business and KCS Railroad. 60% design complete.

Future Impact on Operating Budgets

To be determined.

<u>Project Start Date:</u>	7/1/2009	<u>Responsible Department:</u>	Public Services	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - REVENUE BOND 2009 (469)	10,474,092	319,565	10,154,527	
Total	10,474,092	319,565	10,154,527	

U91001 - Sewer Crossings (2010)

This project funds various sewer crossing improvements/aerial crossings. Primarily Timbercreek Utility crossings. Design is complete and ROW is in process.

Future Impact on Operating Budgets

None.

<u>Project Start Date:</u>	10/1/2009	<u>Responsible Department:</u>	Public Services	
Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget	
CIP - WATER/SEWER TRSF (414)	1,312,056	491,990	820,066	
CIP - REVENUE BOND 2008 (468)	455,886		455,886	

Total	1,767,942	491,990	1,275,952
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U91202 - East Side Gravity Sewer

Project will fund a parallel sewer line from Austin Ranch to the new Indian Creek Lift Station.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	3,500,000		3,500,000
Total	3,500,000		3,500,000

U91203 - I/I Repairs

Evaluation of the wastewater system for structural problems occurs annually. This funding will be used to repair identified problems.

Future Impact on Operating Budgets

None. Repairs will be made through CIP funding.

Project Start Date: 10/3/2011

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	479,202	262,555	216,647
Total	479,202	262,555	216,647

U91302 - 2013 Sewer Line Repl

Sewer line replacements to be determined.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 10/1/2012

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	1,800,100		1,800,100
Total	1,800,100		1,800,100

U91303 - 2013 Inflow/Infiltration

Evaluation of the wastewater system for structural problems occurs annually. This funding will be used to repair identified problems.

Future Impact on Operating Budgets

None. Repairs will be made through CIP funding.

Project Start Date: 10/1/2012

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	250,000		250,000
Total	250,000		250,000

U95362 - Extension of Sanitary Sewer to Elm Fork Area

This project extends of the sanitary sewer system to provide sanitary sewer service to unserved areas along 121 Business between Railroad St. and Trinity River. Phase 1 is complete.

Future Impact on Operating Budgets

To be determined.

Project Start Date: 8/1/1998

Responsible Department: Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	51,498	41,994	9,504
CIP - WATER DEVL BRD 1999 (451)	669,050	668,598	452
CIP - REVENUE BOND 1998 (498)	373,176	350,450	22,726
Total	1,093,724	1,061,042	32,682

Traffic Signals

G10902 - LPAFA Grant / SH 121 Business

Local Participation Advanced Funding Agreement to install video detection and communications at 13 traffic signals on SH121B.

Future Impact on Operating Budgets

Operating costs are anticipated to be minor.

Project Start Date:	11/18/2008	Responsible Department:	Community Development	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
GRANT FUND (298)		321,425	237,035	84,390
Total		321,425	237,035	84,390

G91007 - LPAFA MAIN ST

Installation of video detection equipment and retime signals

Future Impact on Operating Budgets

None.

Project Start Date:	12/7/2009	Responsible Department:	Public Services	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		249,090	205,041	44,049
Total		249,090	205,041	44,049

G91204 - Traffic Improvements

Highland at MacArthur and College at Mill - new signal and paved stone.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	10/3/2011	Responsible Department:	Public Services	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - GENERAL FUND TRSF (301)		418,842		418,842
Total		418,842		418,842

Water Lines

U90904 - VALY RDG NE WTR LINE PH 2

Project will build a 30" waterline from Mill Street to College Street.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	5/21/2009	Responsible Department:	Public Services	
Source		Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)		495,997		495,997
CIP - REVENUE BOND 2002A (462)		249,553		249,553
CIP - REVENUE BOND 1999 (499)		139,216		139,216
Total		884,766		884,766

U91201 - Water Line Replacements 2012

Replaces water lines in the following streets: Serendipity Village, Madison Circle, Foxwood Place, Wildfire Drive, Fox Creek Drive, and Kemper Court.

Future Impact on Operating Budgets

To be determined.

Project Start Date:	10/3/2011	Responsible Department:	Public Services	
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Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	539,281		539,281
Total	539,281		539,281

U91301 - 2013 Water Line Repl

Line replacements to be determined.

Future Impact on Operating Budgets

No description entered

Project Start Date: 10/1/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	250,000		250,000
Total	250,000		250,000

Water System Projects

U15460 - Update of Master Water Infrastructure Map

This project funds the update of a comprehensive infrastructure map detailing city-wide water and sewer connections. Update is in progress as determined by the City Engineer.

Future Impact on Operating Budgets

None.

Project Start Date: 8/1/1999 **Responsible Department:** Community Development

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	340,740	244,021	96,719
Total	340,740	244,021	96,719

U60512 - Midway Pump Station / Dallas Water Supply No. 3

This project funds a new pump station (for 692.5 and 735 water systems), 3MG ground storage tank and 30" water supply line from Carrollton to the pump station site on Midway Road. 30" water supply line is under construction. Pump station construction is underway.

Future Impact on Operating Budgets

\$190,000.

Project Start Date: 9/30/2004 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	3,202,085	2,789,551	412,534
CIP - WATER DEVL BRD 1999 (451)	2,764,121	2,764,121	-
CIP - REVENUE BOND 2000 (460)	50,290	50,290	-
CIP - REVENUE BOND 2002A (462)	42,169	42,169	-
CIP - REVENUE BONDS 2003 (463)	225,123	225,123	-
CIP - REVENUE BOND 2005 (465)	4,035,000	4,019,904	15,096
CIP - REVENUE BOND 2006 (466)	4,071,699	4,071,699	-
CIP - REVENUE BOND 2008 (468)	395,460	382,451	13,009
CIP - REVENUE BOND 2009 (469)	1,455,602	1,455,602	-
CIP - REVENUE BOND 1998 (498)	14,835	4,948	9,887
CIP - REVENUE BOND 1999 (499)	10,000		10,000
Total	16,266,384	15,805,857	460,527

U90654 - Water Line Replacements (2006)

This project replaces water lines on Parkside Trail, Olympic Court and along streets in Bellaire Heights Subdivision. Plans were designed in-house and are complete. Project now includes Purnell street water lines as well.

Future Impact on Operating Budgets

Replacement of these lines will decrease operating costs.

Project Start Date: 6/30/2006 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	1,516,075	1,263,085	252,990
CIP - REVENUE BOND 2000 (460)	120,097	120,097	-
CIP - REVENUE BOND 2002A (462)	501,978	501,978	-
CIP - REVENUE BONDS 2003 (463)	319,995	319,994	1
CIP - REVENUE BOND 2005 (465)	116,606	116,606	-
CIP - REVENUE BOND 1998 (498)	159,489	159,489	-
CIP - REVENUE BOND 1999 (499)	273,955	273,955	-
Total	3,008,195	2,755,204	252,991

U90765 - Water Meter Improvements

This project funds water meter change outs as needed.

Future Impact on Operating Budgets

Minor.

Project Start Date: 9/30/2007 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	216,681	125,853	90,828
Total	216,681	125,853	90,828

U91100 - 2011 line replace/repair

Bennett Lane - Railroad to I35; Civic Circle - Main to Valley. Project includes 2011 Inflow and Infiltration study.

Future Impact on Operating Budgets

Replacement of these lines will decrease operating costs.

Project Start Date: 10/1/2010 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - WATER/SEWER TRSF (414)	1,201,356	236,111	965,245
Total	1,201,356	236,111	965,245

U91101 - Midway Branch LS/Force M

Funds 10 MGD Sanitary Sewer Lift Station at Holfords Prairie Road and force main. Lift station will be locate on site near Midway Branch Creek Crossing of Holford's Prairie Road.

Future Impact on Operating Budgets

Will be determined after design is complete.

Project Start Date: 7/6/2011 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - REVENUE BOND 2011 (481)	9,400,000	143,276	9,256,724
Total	9,400,000	143,276	9,256,724

U91204 - WTP Ground Storage

Construction of Water Treatment Plant Ground Storage Tank. PSA to Council in September 2012.

Future Impact on Operating Budgets

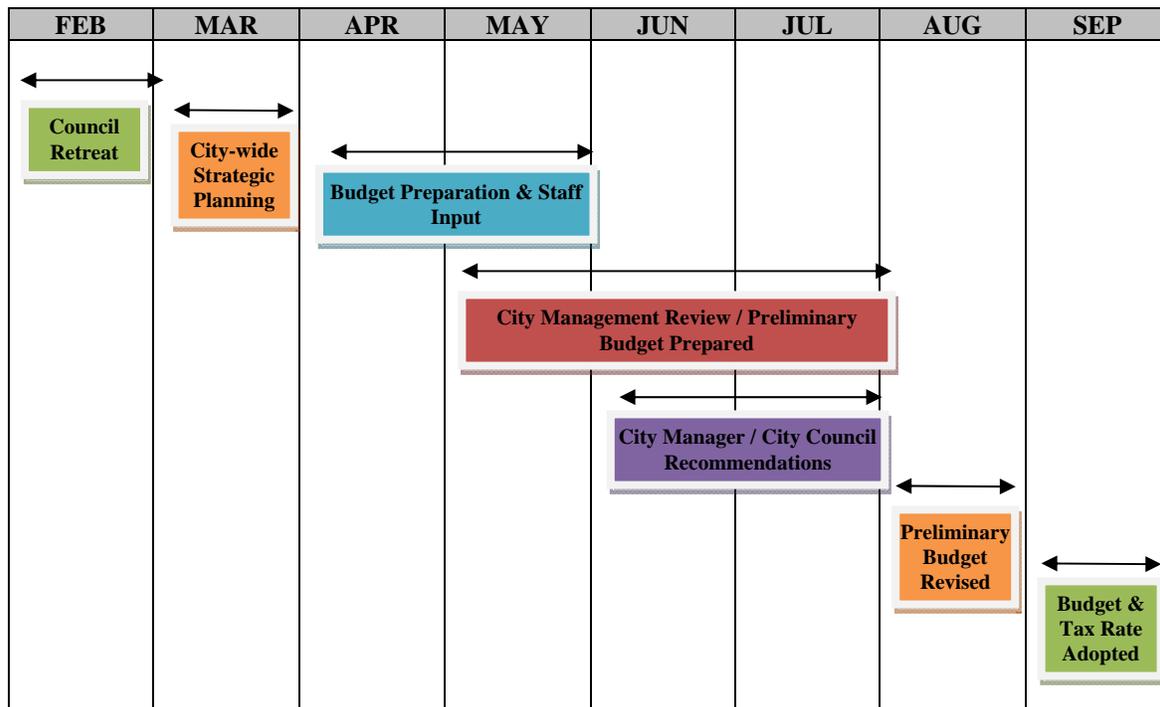
To be determined.

Project Start Date: 8/28/2012 **Responsible Department:** Public Services

Source	Project-To-Date Budget	Project-To-Date Expenses	Current Year Budget
CIP - REVENUE BOND 2012 (482)	4,000,000		4,000,000
Total	4,000,000		4,000,000

Budget Process

The budget process occurs over a seven-month period through the collective efforts of department staff, division managers, directors, the City Manager and the City Council. Preparation of the budget is composed of six steps.



City of Lewisville Budget Process / Calendar

Step #1: City Council Retreat (Feb. 2-4, 2012)

Every February, the City Council, City Manager and key staff conduct an annual retreat. They review the current state of the City, core values for the organization, and the vision and mission statements. Departmental operations, debt requirements, and new initiatives are examined to provide city staff with Council input prior to the budget process. The current list of Council established priorities and goals is revised and edited during this step in the process.

Step #2: Strategic Plan Development (Apr. 10 – June 4, 2012)

Departmental staff begins analyzing the strengths, weaknesses, opportunities and threats of their departments, and set short-term objectives for the next two years. These objectives focus on weaknesses and threats and must relate directly to one of the approved Council directed priorities and goals.

Step #3: Revise Year-End Estimates for Current Year (April 25 – May 14, 2012)

In April and May, management reviews current-year budgets and requires department heads to estimate what they will spend for the remainder of the year. The “revised budget” for each department is not to be exceeded without approval from the City Manager. Concurrently, revenues are evaluated on year-to-date collections to determine if the City will meet its expectations for the year and to develop projections for the upcoming fiscal year.

Step #4: Departments Develop Budget Requests (Apr. 25 – June 4, 2012)

Departments evaluate existing program goals and objectives used to assess performance and fine-tune them for the coming fiscal year. Goals represent the purpose of programs while objectives identify their specific, qualitative aim. Departments propose performance measures based upon future demand estimates and new management initiatives. Performance measures are developed to gauge the output, efficiency and effectiveness of the proposed goals and objectives. By evaluating current activities, departments have a basis to propose future service levels within the context of existing budgets and propose enhancements, or action steps, that will add value for the next year if authorized.

The proposed budget is based upon current year appropriations minus capital outlay or one-time expenses. Line item detail is developed for each department. Increased operational or overhead costs for existing programs are absorbed within current budgets. Programs that can no longer be sustained due to cost impacts may be submitted as add-back action steps.

Step #5: City Manager Develops Proposed Budget (Jun. 11 – Aug 10, 2012)

Departments submit action steps for the next year. Action Steps include reductions, add-backs, new programs, replacements, capital outlay, and additional personnel. These items are prioritized and submitted by the departments to the City Manager based upon their ability to maintain or enhance existing service. Each action step is directly tied to a City priority. The City Manager reviews department action steps and meets with individual department directors. At this time, all five-year plans currently utilized are also being updated. This includes CIP Water and Sewer, CIP Street, Technology, Parks and Library Development Fund, overall Utility Fund, and General Fund plans. Copies of the various plan summaries have been included in the Strategic Planning section. After assessing relevant information, the City Manager prioritizes his list of service improvements and reductions and reviews all revenue sources to compile the proposed budget.

Step #6: City Council Adopts the Budget (Sept. 19, 2012)

The last step in the process adopts the final budget. This begins in August when the City Council receives the proposed budget and reviews it at the annual budget workshop. Council members discuss policy objectives and the spending plan in relation to their annual priorities established during the Council retreat. Finalizing the proposed budget, the Council holds a public hearing in September on the pending tax rate and budget. Following the public hearing, the final budget is adopted subsequent to the next fiscal year, October 1.

This year, the final budget document includes the City-wide SWOT analysis, a presentation of goals and objectives by City Council priority, as well as a listing of the action steps and related dollar amounts funded for each City priority.

Amendments

The budget can be amended at any time during the fiscal year through the adoption of a budget amendment ordinance. In addition, an annual amendment is authorized by the City Council to account for goods and services charged in the prior year, but not completed or delivered until the current year. Departments may transfer funds between accounts or between divisions with approval from the City Manager. The City Manager may transfer between departments within each fund with a report to the City Council. Any transfers between funds require the approval of the City Council.

Budgetary Financial Policy Statements

- I. AUDIT**
- II. REVENUE MANAGEMENT**
- III. RESERVES**
- IV. DEBT**
- V. PURCHASING**
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- VII. INVESTMENTS – OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST**
- VIII. BUDGET TRANSFERS**
- IX. CAPITAL BUDGET/APPROPRIATIONS AND TRANSFERS**
- X. IDENTITY THEFT PREVENTION PROGRAM**
- XI. GENERAL PROVISIONS**

I. AUDIT

- A. Audit Type – A Comprehensive Annual Financial Report (CAFR) shall be prepared and published in accordance with generally accepted accounting principles as defined by the Governmental Accounting Standards Board.
- B. Auditor – The audit shall be made by an independent certified public accounting firm of national or regional reputation and must demonstrate that the firm has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards as defined by the American Institute of Certified Public Accountants, the standards set forth for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the current provisions required for federal and state grant recipients. The firm selected by the City Council shall have no interest, direct or indirect, in financial affairs of the City government or in any of its officers. Auditors are accountable to the City Council. Mandated audit firm rotation is not required. Circulation of a Request for Proposal (RFP) for audit services is required at least every five years.
- C. Council Responsibility – While management is primarily responsible for financial reporting (including the comprehensive framework of internal control used to generate the financial statements), the City Council remains ultimately responsible for ensuring that management meets its obligations in this regard.

II. REVENUE MANAGEMENT

- A. Reliability – Component segments of revenue sources will be reviewed and consistent collection practices will be enacted so that assurances can be provided that the revenue base will materialize according to budgets and plans.
- B. Sales Tax – The budgeting of sales tax revenue for the upcoming fiscal year shall not exceed the estimated projection of sales tax revenue for the current fiscal year.
- C. Equity – Equity will be maintained in the revenue system structure. All forms of subsidization will be minimized or eliminated between entities, funds, services, utilities, or customers.
- D. Receivables – Receivables will be reviewed and adjusted periodically pursuant to generally accepted accounting principles. Allowances may be established for receivables over 90 days and as part of year-end accounting procedures accounts may be written off if outstanding one year or more. These actions do not release or extinguish the debt or the debtor as per state law. Collection efforts will remain ongoing on those accounts that can be pursued further.

III. RESERVES

- A. The General Fund and all funds with outstanding long-term debt will maintain working capital resources at a minimum of 15% of the operating expenditure budget.
- B. The City Manager is authorized by City Council to establish other funds' reserve balances as operations dictate.

IV. DEBT

- A. Usage of Debt Proceeds – Debt will not be used for recurring operating purposes.
- B. Debt Reserves – Debt service reserves shall be maintained at those levels restricted by bond covenants. For debt not restricted by bond covenants, reserves shall be maintained at an amount no less than the greatest annual debt service requirement for outstanding debt, less self-supporting revenues, times the greatest percentage of uncollected current year ad valorem taxes multiplied by a factor of two; and in an amount no more than 15 percent of total outstanding bond principal.
- C. Bond Amortization – Bonds will in most instances be issued with the bond series final maturity being no longer than 16 years. The City Manager is authorized by City Council to structure longer maturities when in the best interest of the City. No extension of debt past the original maturity will occur with the issuance of refunding bonds.

V. PURCHASING

- A. Pursuant to state law, City Council issues the following policy statements:

1. Best Alternative Delivery Method – The City Manager is authorized by City Council to select the best alternative project delivery method as defined by state law.
 2. Competitive Sealed Bidding or Proposals – The City Manager, or his designee is authorized by City Council to select a procurement method of either competitive sealed bidding or competitive sealed proposals for the procurement of goods and services as defined by state law.
 3. Electronic Bids & Proposals – The following rules are adopted to ensure the identification, security, and confidentiality of electronic bids or proposals, and that the electronic bids or proposals remain effectively unopened until the proper time:
 - a. Users of the system shall be assigned unique user names and passwords.
 - b. Access to the system by authorized users shall be logged and tracked in order to record when any user has accessed the system, and what data the user has accessed.
 - c. Transmittal of data through the internet shall be encrypted using SSL technology. All sensitive data within the system shall be encrypted using the Advanced Encryption Standard algorithm (AES), or better.
 - d. All data shall be encrypted using a time-sensitive mechanism that allows the data to be decrypted only after the due date and time.
 - e. The system shall be synchronized to two or more atomic clocks to ensure exact recording of the due date and time, and the receipt date and time, of each submission.
 - f. Neither vendor identities nor the contents of submissions are available during the bidding process.
 - g. Only the City’s purchasing manager or his designee, with an authorized password, and only at the established due date and time, can request that the bid/proposal be opened.
- B. Rejection of Bids – Although full compliance to specifications may have been met, all bids, quotations or proposals may be rejected prior to award if it is determined to be in the best interest of the City of Lewisville. The City Manager, or his designee, is authorized by City Council to reject bids or proposals that are not in the best interest of the City.
- C. Exceptions from Council Approval – Items within the dollar amount previously approved by the City Council require no further City Council action when being purchased through:
1. an Interlocal Agreement,

2. a State Cooperative Program,
3. a regional Council of Government (COG) Program,
4. a sole source as defined under state bidding laws, or
5. maintenance agreements for existing hardware.

VI. INVESTMENTS

Pursuant to Chapter 2256 of the Texas Government Code, also known as the Public Funds Investment Act, an investment policy shall be submitted and approved by the governing body on an annual basis. The following are City Council policy statements regarding the investments of City funds:

A. Scope

1. The investment policy applies to the investment activities of the Government of the City of Lewisville. These policies serve to satisfy the statutory requirement to define and approve a formal investment policy.
2. Funds Included – All financial assets of all funds, including the General Fund, Water and Sewer Utility Fund, the Capital Projects Funds, the Special Revenue Funds, the Self Insurance Funds, the Debt Service Funds, and all other funds that may be created from time to time not identified in Section A.3 below, shall be administered in accordance with the provisions of these policies.
3. Funds Excluded – All financial assets of all funds associated with an Other Post Employment Benefits (OPEB) Trust.

B. Investment Strategy

1. The City of Lewisville maintains a consolidated pooled investment portfolio that utilizes specific investment strategy considerations designed to address the investment objectives of the individual fund types represented in the pooled investment portfolio. Fund types within the consolidated investment pool include the general fund, special revenue funds, debt service fund, capital project fund, internal service fund, and expendable trust funds. Additionally, the City maintains separate investment portfolios for the water and sewer and health insurance proprietary funds.
2. In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed a maximum of two years. Investment strategy for each of the investment portfolios have as their primary objective to assure that anticipated cash flows are consistent with adequate investment liquidity. The second objective is to create a portfolio structure that will experience minimal market volatility during economic cycles. These objectives are to be accomplished by investing in high quality, short-term

securities in combination with investing in a qualified investment pool that provides same day liquidity.

C. Objectives

1. Safety – Safety of principal is the foremost objective of the City of Lewisville. Investments of the City of Lewisville shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities or pooled securities do not exceed the income generated from the remainder of the portfolio.
2. Liquidity – The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated.
3. Yield – Funds held for future capital projects shall be invested in securities that reasonably can be expected to produce enough income to offset inflationary construction cost increases.

D. Investment Committee

1. Members – There is hereby created an Investment Committee, consisting of the Director of Finance, Fiscal Services Manager, Assistant City Manager over Finance, and four others to be designated by the City Manager. The Investment Committee shall meet at quarterly intervals to determine general strategies and to monitor results. The Investment Committee shall be authorized to invite advisors to the meetings as needed including the City Attorney and outside advisors.
2. Committee Scope – The Investment committee shall include in its deliberations such topics as: economic outlook, portfolio diversification, maturity structure, potential risk to the City's funds, and authorized brokers and dealers.
3. Procedures – The Investment Committee shall provide for minutes of its meetings. Any two members may request a special meeting, and four members shall constitute a quorum. The Investment Committee shall establish its own rules of procedure.

E. Investment Officers

1. The following positions: Assistant City Manager over Finance, Finance Director, and the Fiscal Services Manager are exclusively designated as Investment Officers by the City Council.
2. Investment Officers may, on behalf of the City, execute purchases and sales of investments as permitted by the Investment Policy.
3. Investment officers are required to adhere to training guidelines in accordance with the Government Code 2256.008.

4. Investment Officers will additionally submit signed quarterly reports to the City Council and the City Manager.

F. Responsibility and Control

1. Delegation – Management responsibility for the investment program is hereby delegated to the Director of Finance, who shall establish written procedures for the operation of the investment program, consistent with this investment policy. Such procedures shall include explicit delegation to persons responsible for investment transaction accounting.
2. Management and Internal Controls – The Director of Finance shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by the investment committee and with the independent auditor. The controls shall be designed to reasonably prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City of Lewisville.
3. Controls and managerial emphasis deemed most important that shall be employed where practical are:
 - a. Control of collusion.
 - b. Separation of duties.
 - c. Separation of transaction authority from accounting and record keeping.
 - d. Custodian safekeeping receipts records management.
 - e. Avoidance of bearer-form securities.
 - f. Documentation of investment bidding events.
 - g. Written confirmation of telephone transactions.
 - h. Accurate and timely reports.
 - i. Adequate training and development of investment officials.
 - j. Review of financial condition of all brokers, dealers, and depository institutions.
 - k. Staying informed about market conditions, changes, and trends that require adjustments in investment strategies.

4. Transaction Authority – Certain signatory responsibilities are required to transact investments. Positions authorized as depository signatories shall be established by the City Manager.
 - a. The persons holding these positions are also designated as authorized to transact wire transfers, buy/sell, and trade investments in accordance with the goals and objectives of the City's investment strategy.
 - b. Bonding of all those individuals authorized to place, purchase, or sell investment instruments shall be required.
5. Prudence – Investments shall be made with the exercise of due care, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their own capital as well as the probable income to be derived. Prudence extends beyond the consideration of single investments to include the prudence of the entire portfolio structure.
6. Investment Officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price dangers, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

G. Ethics

1. Conflicts of Interest – Officers and employees 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 their ability to make impartial investment decisions. Conflict of interest provisions in state law shall apply to the selection of depositories.
2. Disclosure – Employees and Investment Officials shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City of Lewisville, and shall further disclose any large personal financial or investment positions that could be related to the performance of the City's portfolio. Employees and Investment Officers shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to the timing of purchases and sales.

H. Reporting Investment Earning Evaluation

1. Quarterly Reports – The Investment Officers shall submit quarterly, an investment report that:
 - a. Describes in detail the investment position of the City on the date of the report;
 - b. Must be prepared jointly by all Investment Officers of the entity;

- c. Must be signed by each Investment Officer of the City;
 - d. Contains a summary statement of each pooled fund group that states:
 - (1) Beginning market value for the reporting period;
 - (2) Additions and changes to market value during the period;
 - (3) Ending market value for the period; and
 - (4) Fully accrued interest for the reporting period.
 - e. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
 - f. State the maturity date of each separately invested asset that has a maturity date;
 - g. State the City's pooled fund group (Consolidated, Water/Sewer, Health) for which each individual investment was acquired; and
 - h. States compliance of the portfolio in aspect to investment strategy.
2. 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 activity. The annual report shall include 12-month performance information, and shall suggest improvements that might be made in the investment program.

I. Investments

- 1. Strategy Statement – The City intends to pursue an active vs. 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 maximum maturity terms for individual securities will not exceed three years. The maximum weighted average maturity for the composite portfolio is one year.
- 2. Eligible Investments – Financial assets of the government of the City of Lewisville may be invested in:
 - a. Obligations of the United States or its agencies and instrumentalities; and
 - b. Direct obligations of the State of Texas or its agencies, and instrumentalities; and
 - c. Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the full

faith and credit of, the State of Texas or the United States or its agencies and instrumentalities; and

- d. Fully collateralized direct repurchase agreements meaning a simultaneous agreement to buy, hold for a specified time, and then sell back at a future date, obligations described by Subsection (a) of this section, the principal and interest of which are guaranteed by the United States or any of its agencies, market value of not less than the principal amount of the funds disbursed. Repurchase agreements include direct security repurchases and reverse security repurchase agreements not exceeding 90 days after the date delivered. Such repurchase securities shall be pledged to the City and deposited with a third party selected and approved by the City, and placed through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in this state; and
- e. Up to a legal limit of 15% of operating fund can be placed in a no load money market mutual fund that is regulated by the Federal Securities and Exchange Commission with a dollar weighted average stated maturity of 90 days or less and whose investment objectives include seeking to maintain a stable net asset value of \$1 per share up to a maximum of 80 percent of the aggregate monthly average fund balance, excluding bond proceeds in money market funds. The City's account may not exceed 10 percent of the total assets of the money market mutual fund.
- f. Public Funds Investment Pools created to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are: first, safety of principal; second, liquidity; and third, income. The pool may consist of assets authorized through the Public Funds Investment Act (Government Code 2256) and have an established advisory board composed of participants and other qualified persons. The Council must approve a resolution authorizing investment in the particular pool following Finance Director evaluation of an offering circular containing the following comprehensive information: the pools qualified investments; maximum average dollar-weighted maturity allowed based on the stated maturity date; maximum stated maturity date of any investment security within the pool portfolio; objectives of the pool; size of the pool; names and terms of the advisory board; custodian bank used for safekeeping pool assets; pool intent to maintain a net asset value of one dollar and the risk of market price fluctuation; whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or other described guarantees; the name and address of the pool's independent auditor; deposit and withdrawal guidelines; and performance history.

Additionally, approved pools are required to furnish a monthly report with the following minimum information:

- (1) The types and percentage breakdown of securities in which the pool is invested;
 - (2) The current average dollar-weighted maturity, based on the stated maturity date, of the pool;
 - (3) The current percentage of the pool's portfolio in investments that have stated maturities of more than one year;
 - (4) The book value versus the market value of the pool's portfolio, using amortized cost valuation;
 - (5) The size of the pool;
 - (6) The number of participants in the pool;
 - (7) The custodian bank that is safekeeping the assets of the pool;
 - (8) A listing of daily transaction activity of the entity participating in the pool;
 - (9) The yield and expense ratio of the pool;
 - (10) The portfolio managers of the pool; and
 - (11) Any changes or addenda to the offering circular.
3. Length of Investments – The City of Lewisville shall invest in instruments with scheduled maturity of duration not to exceed two (2) years at the time of purchase. In the event a coupon security maturity exceeds the specified limit with a calculated duration of two (2) years, the instrument will satisfy this policy requirement.
4. Diversification – It shall be the policy of the City of Lewisville to diversify the investment portfolio. Diversification strategies shall be determined and revised periodically by the Investment Committee. In establishing specific diversification strategies, the following general constraints shall apply:
- a. Portfolio maturities shall be staggered to avoid concentration of assets in a specific maturity sector. The maximum weighted average maturity of the composite portfolio will not exceed one year.
 - b. Portfolio investment instruments and issuers shall be diversified by type.

- c. The following maximum limits by instruments are established for the City's total portfolio:

(1)	U.S. Treasury Securities	100%
(2)	U.S. Agency and Instrumentalities	75%
(3)	Authorized pools	50%
(4)	Repurchase Agreements	25%
(5)	No-load Money Market Mutual Funds	15%
- d. Competitive quotes among dealers/pools for placement of investments must facilitate diversification. However, Repurchase Agreements shall be placed only with primary government securities dealers.

J. Selection of Depositories

- 1. Bidding Process – Depositories shall be selected through the city's banking services application process. Before awarding a depository services contract, the Council shall receive applications for the performance of depository services from one or more state or national banks, state or federal credit unions or state or federal savings associations.
 - a. Notice Content – The Director of Finance shall give notice to banks, credit unions, and savings associations requesting submission of application proposals to perform depository services. This notice to institutions must contain the responsible staff person's name and address, date and time the applications are to be received by staff, and the date, time, and place the Council will consider the selection of one or more depositories.
 - b. Notice Publication – Notice of the request for depository application proposals shall be published at least once no later than 21 days prior to the deadline for receipt of applications in the City's official newspaper.
- 2. Review of Applications – In reviewing applications, the Director of Finance shall consider the terms and conditions for the performance of depository services, including the type and cost of services to be provided to the City, consistent with this policy to include the following general criteria:
 - a. Sound capital and operating structure capable of providing a full range of depository services.
 - b. Ability to perform securities safekeeping custody and book entry securities clearance for the City's investment portfolio.

- c. Continuous ability and contractual commitment to pledge acceptable collateral to guarantee public funds deposits.
 - d. Enhance treasury cash management performance by maximizing earnings on demand deposits, securities investments, and in the event of favorable market pricing, the placement of time deposits with the depository.
 - e. Competitive fees for depository services.
 - f. Active community reinvestment of public funds deposits back into the local economy through loans for businesses, property development, and improvements within Lewisville. Diversification of loan recipients and a Community Reinvestment Act rating of "Outstanding" are considered prerequisite.
3. Term, Conditions, and Additional Services – The City may approve, execute, and deliver any depository services contract whose term does not exceed five (5) years. The depository services contract(s) may contain terms and conditions approved by Council. In addition to depository services, the City may elect to contract with financial institutions under separate contract(s) if additional financial services are necessary in the administration, collection, investment, and transfer of City funds.
4. Qualification as Depository – The selected depository institution shall, not later than five (5) days before the commencement of the term of the depository services contract, provide security for the public funds.

K. Selection of Brokers, Dealers, and Pools

Primary Dealers and Approved List – For brokers and dealers of government securities, the Investment Committee shall select only those dealers reporting to the Market Reports Division of the Federal Reserve Bank of New York, also known as the "primary government securities dealers," unless a broker/dealer comprehensive questionnaire and certification reveals that regional firms are adequately managed and financed to conduct public business. All brokers and dealers must be authorized by the Investment Committee. Investment officers shall not conduct business with any firm which has been removed from the approved list by the Investment Committee. An Investment Officer may not buy any securities from a firm which has not filed a written certification that the broker/dealer has received and thoroughly reviewed the government's investment policy and have implemented reasonable procedures and controls. All Brokers/Dealers should be reviewed and re-approved or removed annually by the Investment Committee.

L. Safekeeping and Custody

1. Insurance or Collateral – All deposits and investments of City funds with commercial banks shall be secured by pledged collateral with a market value equal to no less than 100% of the deposits or investments less an amount insured by the FDIC. Collateral shall be reviewed monthly to assure the market value of the securities pledged equals or exceeds the related bank balances. Master repurchase agreement shall be in place documenting the terms and conditions of the fully collateralized repurchase transactions placed only with primary dealers.
2. Pledged Collateral Safekeeping Agreement – All safekeeping arrangements shall be in accordance with a Safekeeping Agreement approved by the Investment Committee which clearly defines the procedural steps for gaining access to the collateral should the City of Lewisville determine that the City's funds are in jeopardy. The safekeeping institution, or Trustee, shall be the Federal Reserve Bank or a third party custodial institution, not a branch of the firm pledging the collateral. Collateral is to be deposited in the custodian account subject to the order and direction of the City as pledgee, and the written consent of the City shall be required before release from the custodian. The safekeeping agreement shall include the authorized signatures of the City of Lewisville, the depository pledging the collateral, and the custodian.
3. Collateral Defined – The City of Lewisville shall accept only the following securities as collateral:
 - a. Negotiable direct obligations of the United States with maturities under 10 years shall use current market value equal to 100% of total City deposits, OR with maturities over 10 years shall use current market value equal to 102% of total City deposits; or
 - b. Negotiable general obligations of the United States and backed by its full faith and credit with maturities under 10 years shall use current market value equal to 100% of total City deposits, OR with maturities over 10 years shall use current market value equal to 102% of total City deposits; or
 - c. Negotiable obligations, the principal of and interest on which are unconditionally guaranteed by the United States, with maturities under 10 years shall use current market value equal to 100% of total City Deposits OR with maturities over 10 years shall use current market value equal to 102% of total City deposits; or
 - d. Negotiable general or special obligations issued by the State of Texas or any county, city town or municipal corporation of the State of Texas or any other political subdivision of the State of Texas, payable from taxes, revenues, or a combination of taxes and revenues that has been rated as to investment quality by a nationally recognized rating agency and that has a current rating of not less than "A" or its equivalent with maturities under 10 years

using current market value equal to 100% of total City deposits, OR with maturities over 10 years using current market value equal to 102% of total city deposits; or

4. Subject to Audit – All collateral shall be subject to inspection and audit by the Director of Finance or the City's independent auditors.
5. Delivery vs. Payments – Eligible investment 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 security was received by the City Safekeeping/Clearance Agent. The security shall be held in the name of the City. The original copy of all safekeeping receipts shall be delivered to the City.

VII. INVESTMENTS – OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST

A trust has been established to fulfill the City's current and long-term OPEB obligations, the OPEB Trust Fund. Investments of the OPEB Trust Fund do not fall under state law regarding investments. The City Manager is responsible for the establishment of procedures for proper investment of the OPEB Trust Fund.

VIII. BUDGET TRANSFERS

- A. Transfers between funds which change the appropriations of both funds require the prior approval of the City Council. All other transfers, including transfers between accounts and between departments, are delegated to the City Manager.
- B. Transfers between departments within the same fund not changing appropriations of the fund will be detailed in a report to City Council within 30 days of the transaction.

IX. CAPITAL BUDGET/APPROPRIATIONS AND TRANSFERS

- A. Appropriations for capital projects require City Council approval except for public improvement projects for which funds are deposited in escrow subject to terms of a written agreement executed by a developer or property owner and the City Manager.
- B. Capital appropriations shall be submitted annually to the City Council. Prior year capital balances as of September 30th will be reappropriated by City Council effective October 1st each year.
- C. A capital budget transfer between capital projects of a similar purpose does not require City Council approval. The City Manager, or his designee, may approve such transfers.

X. IDENTITY THEFT PREVENTION PROGRAM

Pursuant to the Fair and Accurate Credit Transactions Act of 2003, the Federal Trade Commission has required the development and implementation of an identity theft program. The following are City Council policy statements regarding the program:

A. Purpose

To establish an Identity Theft Prevention Program (“Program”) pursuant to and in compliance with the Federal Trade Commission under the Identity Theft Red Flags and Address Discrepancies under the Fair and Accurate Credit Transactions Act of 2003 (“Red Flag Rules”). 16 C.F.R. § 681.2.

B. Scope

This Program consists of procedures designed to identify, detect and respond appropriately to patterns, practices or specific activities – known as red flags – that indicate the possible existence of identity theft. Specifically, the Program includes procedures to: (1) identify relevant red flags for new and existing covered accounts and incorporate those red flags into the Program; (2) detect red flags that have been incorporated into the Program; (3) respond appropriately to any red flags that are detected to prevent and mitigate identity theft; and (4) ensure the Program is updated periodically to reflect changes in risks to customers or to the safety and soundness of the City of Lewisville from identity theft.

C. Procedures

Every department of the City of Lewisville that offers or maintains a “covered account,” as defined by the Red Flag Rules, shall develop specific operational procedures for that department.

1. The departmental procedures shall comply with the Red Flag Rules.
2. The City Manager must approve all such procedures prior to implementation.

D. Administration of the Program

1. The City Manager shall appoint a designee in each department (“Department Administrator”) in which this Program will be administered to develop, implement and oversee the administration of this Program and the applicable departmental procedures.
2. The Department Administrator(s) shall comply with the responsibilities set forth in the Red Flag Rules, including but not limited to, ensuring the appropriate training of the necessary personnel; reviewing reports required by the Red Flag Rules; making changes to the Program, as necessary; and overseeing service provider arrangements.
3. The City Manager shall review reports prepared by the Department Administrator(s) and approve material changes to the Program as necessary to address changing identity theft risk.

XI. GENERAL PROVISIONS

The City of Lewisville reserves the right to change, modify, amend, revoke or rescind all or part of these policies in the future.

Budget/Financial Directives/Guidelines

Operating Funds Budget

1. The budget should be balanced with appropriations not exceeding current year revenues, transfers-in, and available fund balance reserves.
2. Transfers between funds shall only be permitted to the extent that the basis and justification for the transfer can be quantified.
3. One-time revenues in either operating fund will not be used for funding on-going appropriations. One-time revenues shall only be used to fund capital improvements, capital equipment, or other one-time appropriations.

General Fund Revenue

1. The proposed budget submitted to the City Council will maintain the revenue from the prior year's tax levy in the General Fund while maintaining program and service levels.
2. All new programs or service enhancements shall be implemented according to Council direction, within the base budget. In the event additional revenues are required, a cost benefit analysis of the program change will determine if a new revenue source or increase in existing revenue will be needed. To the greatest extent possible, new or expanded program changes shall be funded through user charges and/or capital recovery fees. The General Fund ad valorem tax rate shall only be raised as a last resort after thorough review of other revenue sources and proposed appropriations.
3. The proposed budget shall maintain a balance in revenue sources to protect the financial stability of the City in the event of severe fluctuation in the national and/or local economy. In this endeavor, the City will strive to have ad valorem taxes, sales taxes, and other taxes and charges for service contribute one-third of the total General Fund revenue.
4. Charges for services shall be reviewed and updated at least every two years to mitigate the effect of any change in fees.

Utility Fund Revenue

1. A cost of service rate study will be conducted each year to mitigate the magnitude of any rate increase necessary for the City to cover the Utility Fund operating budget and meet all revenue bond covenants.

2. Capital improvements required as a result of growth should be paid in part through capital recovery fees that are reviewed and adjusted each year within the requirements of the statute allowing their utilization.
3. Utility Fund revenues are budgeted on the basis of a normal year, not on the basis of forecasted extreme wet or dry years.

Debt Service Revenue

1. The City will issue only long-term debt, and the debt will be used only to fund capital projects that cannot be funded by current revenues.
2. To minimize interest cost on issued debt, bonds will in most instances be issued with the bond series final maturity being not longer than 16 years. Debt service should in most cases be structured with level payments. Retirement of debt principal will be structured to ensure a level annual debt payment.
3. The debt service of the ad valorem tax rate shall not exceed 40 percent of the total tax rate.

Fund Balance

1. The proposed operating budgets shall be submitted to the City Council with a fund balance reserve of at least 15 percent of recurring operating appropriations. Fund balance is defined as the excess of a fund's current assets over its current liabilities, sometimes called working capital in enterprise funds.
2. Debt Service Fund balances shall not have a balance that exceeds 15 percent of the general obligation debt outstanding principal. Debt service fund balances in excess of this requirement may be drawn down to be used to reduce ad valorem tax revenue for bond principal and interest payment on existing or new debt.

Operating Fund Expenditures

1. Operating fund expenditures shall be accounted for and budgeted in the five major categories:
 - a. Personal Services
 - b. Materials and Supplies
 - c. Services and Charges
 - d. Transfers
 - e. Capital Outlay
2. The proposed budget shall appropriate sufficient funds for operations to maintain existing quality and scope of City services.
3. The City will regularly examine programs and services in order to reduce operating cost or enhance service levels without cost increases.

4. Personal service expenditures will reflect the minimum staffing to provide approved quality and scope of City services.
5. The City will provide a competitive compensation and benefit plan to attract and retain quality employees.
6. All categorical appropriations shall be funded to ensure productive personnel, useful capital assets, and a stable level of annual maintenance expenditures.
7. Replacement and approved new capital equipment shall be amortized in the operating department budgets to provide for the replacement of the asset at the end of its expected life. The funds amortized will be transferred each year to the Maintenance and Replacement Capital Fund.
8. To assist in controlling the growth of operating budgets, operating departments within each operating fund will submit their annual base budget to the City Manager's office that is within an appropriation ceiling calculated by the City Manager's office. Program or service level changes from the prior budget must be submitted as separate Action Step Requests. The City Manager will incorporate beneficial action steps as much as possible within the base budget presented to the City Council. Unfunded action steps will be presented to the City Council for further consideration.

Investments and Cash Flow

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment or a deposit. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. As a means of limiting its exposure to fair value losses arising from rising interest rates, the City's investments with TexPool have maturities of less than one year or in U.S. government securities that are not highly sensitive to changes in interest rates.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. All investment pools policies require a rating of AA or better from a nationally recognized rating agency.

Concentration of Credit Risk

The City's investments are issued or explicitly guaranteed by the U.S. Government or in external investment pools which are not considered to provide a concentration of credit risk.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Public Funds Investment Act

requires that a financial institution secure deposits made by state or local government entities by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the government unit). The market value of the pledged securities in the collateral pool must equal at least the bank balances less FDIC insurance at all times.

Accounting System & Basis of Budgeting

Lewisville's accounting and financial reporting system follows the principles established by the Governmental Accounting Standards Board. An annual audit of the City's system is performed by an independent public accounting firm with the subsequent issuance of a Comprehensive Annual Financial Report.

The accounts of the City are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts which comprise its assets, liabilities, fund balance/retained earnings, revenues, and expenses/expenditures.

Measurement focus refers to what is being measured and basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied. The Governmental Fund Types use a financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e. both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, if measurable. No fund liability or related expenditure is recognized for principal and interest on general obligation bonds until such amounts become due. Accrued vacation and sick leave are recorded when payable from current available financial resources, if material.

Franchise and sales tax revenues are recorded in the General Fund, ad valorem tax revenues are recorded in the General Fund and Debt Service Fund, and restricted purpose fees are recorded in Special Revenue Funds and are fully accrued. Licenses, permits and inspections; fines, forfeitures and penalties; and miscellaneous revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

The city's Proprietary Fund Types are accounted for on a cost of service or "capital maintenance" measurement focus, using the accrual basis of accounting, under which revenues are recognized when earned and expenses are recognized when the related liabilities are incurred.

The budgetary accounting basis follows the basis of accounting except that fund balances that are presented for the city's Proprietary Fund types do not reflect the total equity of the fund but rather only available spendable resources of the current fiscal period. Unexpended appropriations for budgeted funds lapse at fiscal year end. Encumbrance accounting is used for all funds.

CITY OF LEWISVILLE, TEXAS
ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
Last Ten Fiscal Years
(Unaudited)

Fiscal Year	Total Taxable Assessed Value	Total Direct Tax Rate
1997	\$ 2,516,213,435	0.51861
1998	\$ 2,863,161,822	0.48949
1999	\$ 3,199,464,901	0.46783
2000	\$ 3,647,649,840	0.45183
2001	4,095,777,374	0.45105
2002	4,561,262,462	0.45050
2003	4,748,201,775	0.45050
2004	5,004,295,683	0.45050
2005	5,190,450,814	0.45050
2006	5,304,875,799	0.45679
2007	5,446,740,910	0.45679
2008	6,156,807,196	0.44050
2009	6,526,177,294	0.44021
2010	6,364,429,892	0.44021
2011	6,078,249,548	0.44021

Source: Denton Central Appraisal District, Certified Valuations

CITY OF LEWISVILLE, TEXAS
DIRECT AND OVERLAPPING PROPERTY TAX RATES (per \$100 of assessed value)
Last Ten Fiscal Years
(Unaudited)

<u>Fiscal Year</u>	<u>City Direct Rates</u>			<u>Overlapping Rates</u>		<u>Total Direct & Overlapping Rates</u>
	<u>Operating/ General Rate</u>	<u>General Obligation Debt Service</u>	<u>Total Direct</u>	<u>Lewisville Independent School District</u>	<u>Denton County</u>	
1997	0.31834	0.20027	0.51861	1.4370	0.2669	2.2225
1998	0.31513	0.17436	0.48949	1.5160	0.2559	2.2614
1999	0.32002	0.14781	0.46783	1.6100	0.24875	2.3266
2000	0.31878	0.13305	0.45183	1.5671	0.23504	2.2540
2001	0.32097	0.13008	0.45105	1.6100	0.23193	2.2930
2002	0.32046	0.13004	0.45050	1.6700	0.25193	2.3724
2003	0.31581	0.13469	0.45050	1.7700	0.24897	2.4695
2004	0.31581	0.13469	0.45050	1.7700	0.24717	2.4677
2005	0.31641	0.13409	0.45050	1.7700	0.25480	2.4753
2006	0.32107	0.13572	0.45679	1.7700	0.24648	2.4733
2007	0.32184	0.13495	0.45679	1.6400	0.23192	2.3287
2008	0.32184	0.11866	0.44050	1.3700	0.23589	2.0464
2009	0.32156	0.11865	0.44021	1.3800	0.23577	2.0560
2010	0.32156	0.11865	0.44021	1.4087	0.24980	2.0987
2011	0.32289	0.11732	0.44021	1.4267	0.27390	2.1408

Source: City of Lewisville, Denton County Tax Assessor

**CITY OF LEWISVILLE, TEXAS
PRINCIPAL PROPERTY TAX PAYERS
CURRENT YEAR AND NINE YEARS AGO (UNAUDITED)**

2013

<u>Taxpayer</u>	<u>Taxable Assessed Valuation</u>	<u>Percentage of Total City Taxable Assessed Value</u>
Digital Lewisville LLC	\$ 94,943,258	1.47%
Vista Ridge Joint Venture	66,948,339	1.04%
Alcatel-Lucent USA Inc	63,483,991	0.98%
TIC Lago Vista LP etal	51,699,375	0.80%
Bella Madera Apartments LLC	44,027,483	0.68%
Teachers Insurance Annuity Assoc	43,347,722	0.67%
Columbia Medical Center Lewisville	39,572,557	0.61%
Verizon Southwest	38,550,790	0.60%
GRE Vista Ridge LP	38,500,000	0.60%
DFW Lewisville Partners Group	<u>37,453,194</u>	0.58%
TOTAL	\$ <u>518,526,709</u>	<u>8.03%</u>

CITY OF LEWISVILLE, TEXAS
GROSS SALES BY CATEGORY
As of September 30, 2011
(Unaudited)

	2011
CONSTRUCTION	508,276,308
MFG	761,594,169
TRANS/WHSE	747,819,849
WHOLESALE TRADE	998,636,961
RETAIL TRADE	1,931,419,742
FINANCE/INSURANCE/INFO	70,840,042
REAL ESTATE/RENTAL/LEASING	22,216,520
PROF/SCIENTIFIC	275,395,584
ADM/SUPPORT/WASTE MGMT/REMEDATION SVCS	166,911,144
EDUCATIONAL	6,969,123
HEALTH CARE/SOCIAL ASST	8,672,569
ARTS/ENTERTAINMENT/REC	26,861,732
ACCOM/FOOD SERVICES	215,936,485
OTHER SVCS	130,789,356
OTHER, including industries with less than four entities	<u>55,951,821</u>
Total All Industries	5,928,291,405

Source: Texas Comptroller of Public Accounts

CITY OF LEWISVILLE, TEXAS
DIRECT AND OVERLAPPING SALES TAX RATES
Last Ten Fiscal Years
(Unaudited)

<u>Fiscal Year</u>	<u>City Direct Rates</u>		<u>Overlapping Rates</u>	<u>Total Direct & Overlapping Rates</u>
	<u>General Fund</u>	<u>Parks and Library Development Corporation</u>	<u>Denton Co. Transit Authority</u>	
1997	1.00%	-	-	1.00%
1998	1.00%	-	-	1.00%
1999	1.00%	-	-	1.00%
2000	1.00%	-	-	1.00%
2001	1.00%	-	-	1.00%
2002	1.00%	-	-	1.00%
2003	1.00%	0.25%	-	1.25%
2004	1.00%	0.25%	0.50%	1.75%
2005	1.00%	0.25%	0.50%	1.75%
2006	1.00%	0.25%	0.50%	1.75%
2007	1.00%	0.25%	0.50%	1.75%
2008	1.00%	0.25%	0.50%	1.75%
2009	1.00%	0.25%	0.50%	1.75%
2010	1.00%	0.25%	0.50%	1.75%
2011	1.00%	0.25%	0.50%	1.75%

Source: Texas Comptroller of Public Accounts

**CITY OF LEWISVILLE, TEXAS
 PRINCIPAL SALES TAX PAYERS
 (Unaudited)**

Calendar year 2011

Industry	Number of Filers	Percentage of Total	Tax Liability	Percentage of Total
OTHER	865	9.61%	\$ 2,410,464	9.89%
Discount Department Stores	9	0.10%	1,782,920	7.31%
Full-Service Restaurants	155	1.72%	1,367,762	5.61%
Department Stores	20	0.22%	1,257,803	5.16%
Electric Power Distribution	41	0.46%	834,325	3.42%
Limited-Service Restaurants	101	1.12%	812,631	3.33%
Home Centers	5	0.06%	682,460	2.80%
Wireless Telecommunications Carriers	67	0.74%	638,854	2.62%
Radio, Television, and Other Electronics Stores	38	0.42%	589,514	2.42%
Electronic Parts and Equipment, Not Elsewhere	8	0.09%	439,664	1.80%
 Total	 <u>1,309</u>	 <u>14.54%</u>	 <u>\$ 10,816,397</u>	 <u>44.36%</u>

Information from Tom Malone at Texas State Comptroller's office

CITY OF LEWISVILLE, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Calendar Years
(Unaudited)

Year	Estimated Population	Personal Income (thousands of dollars)	Per Capita Personal Income	Median Age	School Enrollment	Unemployment Rate
1997	62,400	\$ 904,798	\$ 14,500	*	10,132	2.0%
1998	69,200	\$ 1,212,455	\$ 17,521	*	12,765	1.8%
1999	74,700	\$ 1,501,205	\$ 20,096	-	12,135	1.7%
2000	77,737	\$ 1,634,149	\$ 21,022	30.0	12,651	1.9%
2001	80,609	1,803,082	22,368	-	11,152	2.7%
2002	81,500	1,786,146	21,916	-	12,581	4.3%
2003	83,850	2,008,980	23,959	-	13,035	4.4%
2004	85,950	1,989,405	23,146	-	13,272	3.7%
2005	88,350	2,093,188	23,692	31.6	13,513	4.1%
2006	89,100	2,437,241	27,354	32.3	13,676	4.0%
2007	91,550	2,691,387	29,398	32.6	14,702	3.6%
2008	92,850	2,497,665	26,900	30.6	15,233	4.0%
2009	94,070	2,542,430	27,027	31.4	15,780	6.7%
2010	95,290	2,811,055	29,500	32.5	15,678	6.4%
2011	95,390	2,814,005	29,500	32.5	16,084	6.7%

Sources:

Estimated population provided by the North Central Texas Council of Governments; US Census population used in census years.

Personal income (total effective buying income) provided yearly from Sales and Marketing Management.

Beginning in 2005, per capita income provided by the American Community Survey.

Current year personal income estimated from 2009 amount.

School enrollment (for schools located in Lewisville) provided by Lewisville Independent School District.

Unemployment rates provided on the Texas Workforce Commission website, annual rate, current year estimated as of September.

Median age, previously, only available in census years. Beginning 2005, provided by the American Community Survey.

Current year median age estimated from 2009 amount.

ORDINANCE NO. 3961-09-2012

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, ADOPTING AND APPROVING A BUDGET FOR THE CITY OF LEWISVILLE, TEXAS FOR THE YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013; PROVIDING FOR AN EFFECTIVE DATE; AND DECLARING AN EMERGENCY.

WHEREAS, a budget for the fiscal year beginning October 1, 2012, and ending September 30, 2013, has been prepared by the City Manager, as Budget Officer for the City of Lewisville; and,

WHEREAS, said budget has been presented by the City Manager, together with his budget commentaries as provided for in Article 9 of the City Charter; and,

WHEREAS, public notice of the public hearings upon this budget have been duly and legally published as provided for in the City Charter and under the budget statute of the State of Texas; and,

WHEREAS, this proposed budget has been filed with the City Secretary; and,

WHEREAS, FURTHER, after full and final consideration, two public hearings have been held on said budget and it is in the opinion of the Mayor and City Council that the budget, as filed, is balanced and does meet the requirements of the City of Lewisville for the proper and sustained operation of the services of the City, and should be approved as presented;

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

SECTION 1. The budget for the fiscal year 2012-2013 be adopted and approved, and that the sums of money indicated below be approved as listed, and that the estimate of income and financial support as shown be accepted as proper and sufficient to pay such expenditures and that the City Manager be authorized to transfer funds as needed not exceeding the following total fund appropriations:

General Fund	Expenditures	Debt Service	Total
Non-Departmental	1,041,564	-	1,041,564
Mayor / Council	66,850	-	66,850
Administration	1,000,311	-	1,000,311
Public Records	307,926	-	307,926
Legal	559,965	-	559,965
Police Department	20,065,891	-	20,065,891
Fire Department	16,381,725	-	16,381,725
Public Services	7,018,283	-	7,018,283
Parks & Leisure Services	6,154,664	-	6,154,664
Community Development	5,061,480	-	5,061,480
Finance	1,306,469	-	1,306,469
Human Resources	717,197	-	717,197
Community Relations / Tourism	735,118	-	735,118
Economic Dev. & Planning	632,890	-	632,890
Information Technology	1,991,376	-	1,991,376
Municipal Court	889,564	-	889,564
Expenditures Out of Reserves	3,460,221	-	3,460,221
	67,391,494	-	67,391,494

Utility Fund	Expenditures	Debt Service	Total
Non-Departmental	3,817,337	7,222,921	11,040,258
Public Services	15,281,306	-	15,281,306
Community Development	106,223	-	106,223
Finance	971,898	-	971,898
Expenditures Out of Reserves	1,598,462	-	1,598,462
	21,775,226	7,222,921	28,998,147

Other Funds	Expenditures	Debt Service	Transfers Out/One Time Expenditures Out of Reserves	Total
Debt Service Fund	-	9,484,038	-	9,484,038
Hotel / Motel Tax Fund	2,823,324	-	-	2,823,324
Recreation Fund	492,819	-	-	492,819
Grant Fund	1,382,406	-	-	1,382,406
PEG Programming Fund	178,000	-	-	178,000
Crime Control	2,391,835	-	-	2,391,835
Fire Services	922,662	-	-	922,662
Waters Ridge PID Fund	15,000	-	-	15,000
Court Security Fund	59,613	-	-	59,613
Court Technology Fund	82,320	-	-	82,320
Community Activities Fund	359,907	-	-	359,907
Fire and Police Training	83,573	-	-	83,573
Law Enf. Ofc. Educ. Stand. Fund	2,855	-	-	2,855
TIF No. 1	-	508,767	-	508,767
TIF No. 2	-	-	-	-
Juvenile Case Manager Fund	81,186	-	-	81,186
Insurance Risk Reserve Fund	1,452,682	-	1,000,000	2,452,682
Maintenance & Replacement Fund	3,669,613	-	21,950	3,691,563
Asset Forfeiture Fund - State	35,000	-	-	35,000
Asset Forfeiture Fund - Federal	433,663	-	-	433,663
Health Insurance Trust Fund	8,170,986	-	-	8,170,986
OPEB Liability Trust Fund	368,800	-	-	368,800
4B Sales Tax Fund	2,301,070	2,852,734	20,600	5,174,404

SECTION 2. All appropriations shall lapse at the end of the fiscal year.

SECTION 3. All capital project appropriation balances as of September 30, 2012 shall roll forward to October 1, 2012.

SECTION 4. EMERGENCY. It being for the public welfare that this ordinance be passed creates an emergency and public necessity, and the rule requiring this ordinance be read on three separate occasions be, and the same is, hereby waived, and this ordinance shall now be placed on its third and final reading for passage, and shall be in full force and effect from and after its passage and approval and publication, as the law in such cases provides.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, BY A VOTE OF 5 TO 0, ON THIS THE 17th DAY OF SEPTEMBER, 2012.

APPROVED:



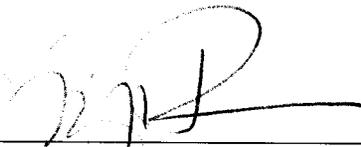
Rudy Durham, MAYOR PRO TEM

ATTEST:



Julie Heinze, CITY SECRETARY

APPROVED AS TO FORM:



Lizbeth Plaster, CITY ATTORNEY

ORDINANCE NO. 3963-09-2012

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, ESTABLISHING THE TAX RATE AND TAX LEVY FOR THE CITY OF LEWISVILLE, TEXAS FOR THE YEAR 2012-2013, UPON ALL TAXABLE PROPERTY IN SAID CITY IN CONFORMITY WITH THE LAWS OF THE STATE OF TEXAS, AND THE CHARTER PROVISIONS AND ALL ORDINANCES OF SAID CITY; PROVIDING A REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND DECLARING AN EMERGENCY.

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

SECTION 1. There shall be, and the same is hereby levied and assessed, to be collected for the taxable year 2012, an ad valorem tax of forty-four and twenty-one thousandths cents (\$0.44021) on each One Hundred Dollars (\$100) valuation of property located within the present city limits of the City of Lewisville, Texas made taxable by law, which said taxes when collected shall be appropriated among the funds and departments of said city government of the City of Lewisville, Texas, for Fiscal Year 2012-2013 for the purposes hereinafter set forth as follows, to wit:

Maintenance and Operation	\$0.32289
Principal and Interest on Debt of this City	<u>\$0.11732</u>
TOTAL TAX RATE	\$0.44021

SECTION 2. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY .788 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$2.52.

SECTION 3. The Finance Department of the City of Lewisville, Texas, is hereby directed to assess, extend, and enter upon the tax rolls of the City for the current taxable year 2012 the amounts and rates herein levied and same when collected shall be deposited in the depository of the City to be distributed in accordance with the provisions of this ordinance.

SECTION 4. REPEALER. Every ordinance or parts of ordinances found to be in conflict herewith are hereby repealed.

SECTION 5. SEVERABILITY. If any section, sentence, clause, or phrase of this ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phrases of this ordinance, but they shall remain in effect.

SECTION 6. EFFECTIVE DATE. This ordinance shall become effective immediately upon its passage and publication as required by law.

SECTION 7. EMERGENCY. It being for the public welfare that this ordinance be passed creates an emergency and public necessity, and the rule requiring this ordinance be read on three separate occasions be, and the same is hereby waived, and this ordinance shall be in full force and effect from and after its passage and approval and publication, as the law in such cases provides.

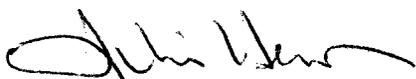
DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, BY A VOTE OF 5 TO 0, ON THIS THE 17th DAY OF SEPTEMBER, 2012.

APPROVED:



Rudy Durham, MAYOR PRO TEM

ATTEST:



Julie Heinze, CITY SECRETARY

APPROVED AS TO FORM:



Elizabeth Plaster, CITY ATTORNEY

**CITY OF LEWISVILLE
GENERAL FUND
FINANCIAL PLAN SUMMARY**

	ACTUAL 2009/10	ACTUAL 2010/11	BUDGET 2011/12	ESTIMATE 2011/12	BUDGET 2012/13	2013/14	PLANNED		
							2014/15	2015/16	2016/17
Revenues									
General Property Taxes	\$ 21,290,701	\$ 20,500,936	\$ 20,976,818	\$ 21,256,665	\$ 21,678,194	\$ 22,108,082	\$ 22,546,495	\$ 22,993,602	\$ 23,449,575
Franchise Taxes	6,187,580	7,273,550	6,861,080	6,865,439	6,882,779	6,951,607	7,021,123	7,091,334	7,162,247
Sales Tax	18,605,874	18,677,965	18,892,500	20,237,743	20,237,743	20,507,072	20,779,985	21,056,530	21,336,755
Mixed Beverage Tax	410,485	409,056	432,682	361,074	361,074	365,879	370,748	375,682	380,682
Licenses & Permits	1,894,107	2,210,219	1,434,026	1,464,474	1,521,159	1,580,038	1,641,196	1,704,722	1,770,706
Fines & Forfeitures	2,946,081	2,752,316	2,814,067	2,817,704	2,922,488	2,951,713	2,981,230	3,011,042	3,041,153
Charges for Services	5,522,540	5,493,683	5,470,824	5,642,922	5,755,962	5,899,091	6,045,778	6,196,113	6,350,187
Recreation	1,104,199	1,156,782	1,187,011	1,167,383	1,139,760	1,144,055	1,148,366	1,152,693	1,157,037
Other Revenue	547,904	638,929	810,579	691,125	866,355	870,687	879,394	888,188	901,510
Transfers	2,759,801	3,219,676	2,481,850	2,483,054	2,565,759	2,583,571	2,661,078	2,740,910	2,823,137
Total Revenues	61,269,272	62,333,112	61,361,437	62,987,583	63,931,273	64,961,794	66,075,393	67,210,816	68,372,990
Total Expenditures	58,607,936	58,420,950	61,471,115	61,461,124	63,931,273	64,699,310	65,993,296	67,313,162	68,659,425
Transfer Out & One-Time	7,901,359	1,360,466	1,874,662	1,993,087	3,460,221	-	-	-	-
Beginning Fund Balance	32,008,366	26,768,343	26,957,682	29,320,039	28,853,411	25,393,190	25,655,674	25,737,770	25,635,425
Ending Fund Balance (Net)	26,768,343	29,320,039	24,973,342	28,853,411	25,393,190	25,655,674	25,737,770	25,635,425	25,348,989

**CITY OF LEWISVILLE
WATER AND WASTEWATER
FINANCIAL PLAN SUMMARY**

	ACTUAL 2009/10	ACTUAL 2010/11	BUDGET 2011/12	ESTIMATED 2011/12	BUDGET 2012/13	2013/14	2014/15	PLANNED 2015/16	2016/17
Sources of WC									
Charges for Services	\$ 689,597	\$ 368,021	\$ 298,279	\$ 306,685	\$ 306,664	\$ 306,664	\$ 306,664	\$ 306,664	\$ 306,664
Retail Water Sales	15,252,104	17,211,955	15,057,251	15,631,429	15,816,847	16,280,003	16,756,722	17,247,400	17,752,447
Retail Sewer Treatment	9,577,244	9,873,924	9,522,996	9,699,814	9,799,859	9,980,782	10,165,046	10,352,711	10,543,841
Treated Effluent	-	-	-	-	-	-	-	-	-
Wholesale Sewer Treatment	694,314	622,931	633,547	620,459	621,695	648,997	677,497	707,249	738,308
Capital Recovery	881,264	1,272,495	1,032,344	1,032,344	585,571	500,000	500,000	500,000	500,000
Miscellaneous and Other	(57,142)	86,164	249,345	101,359	269,049	270,394	273,098	275,829	279,967
Transfers	-	-	-	-	-	-	-	-	-
Total Sources	27,037,381	29,435,490	26,793,762	27,392,090	27,399,685	27,986,840	28,679,027	29,389,854	30,121,226
Uses of WC									
Total Operating Expenses	14,491,639	15,772,162	15,844,250	15,799,805	16,291,747	16,877,551	17,552,719	18,258,788	18,492,219
Administrative Fee	2,679,340	2,367,227	2,390,899	2,390,899	2,414,808	2,487,252	2,561,870	2,638,726	2,717,888
Payment in Lieu of Franchise Tax	511,116	1,386,391	1,265,929	1,297,585	1,313,348	1,345,489	1,379,963	1,415,368	1,451,730
Capital Outlay O&M	109,750	57,144	36,900	141,262	156,862	-	100,000	100,000	100,000
Total Operating Exp	3,300,206	3,810,762	3,693,728	3,829,746	3,885,018	3,832,741	4,041,833	4,154,094	4,269,617
Debt Service - P&I	6,606,396	5,910,502	6,112,203	6,159,703	6,095,759	5,636,769	5,461,078	5,077,002	4,846,300
Debt Service - Sub Lien	34,655	-	-	-	-	-	-	-	-
Debt Service - New	-	-	47,500	-	62,494	530,825	875,751	1,263,038	1,827,375
Debt Service - Transfer Converted Debt	70,438	1,390,912	1,062,979	1,062,979	1,058,148	835,720	815,962	658,073	651,919
Total Debt Service	6,711,489	7,301,414	7,222,682	7,222,682	7,216,401	7,003,313	7,152,791	6,998,112	7,325,594
Restricted Assets-Reserve	(676,476)	56,824	33,102	33,102	6,520	15,504	5,378	12,691	33,796
Total Debt Service	6,035,013	7,358,238	7,255,784	7,255,784	7,222,920	7,018,817	7,158,168	7,010,803	7,359,390
Current Rev - Current Exp	3,210,523	2,494,328	(0)	506,755	(0)	257,730	(73,693)	(33,831)	(0)
CIP Transfers & One Time	915,228	401,637	3,407,953	3,407,953	1,598,462	1,000,000	1,000,000	1,000,000	1,000,000
Total Uses	24,742,086	27,342,799	30,201,715	30,293,288	28,998,147	28,729,110	29,752,720	30,423,685	31,121,227
Beginning Working Capital	14,549,912	16,845,208	16,632,469	18,937,899	16,036,702	14,438,239	13,695,970	12,622,277	11,588,446
Ending Working Capital	16,845,208	18,937,899	13,224,516	16,036,702	14,438,239	13,695,970	12,622,277	11,588,446	10,588,445

GLOSSARY OF TERMS

A

Accomplishments – Results of departmental goals and objectives as they correspond to the City-wide goals set by Council.

Account – Expenditure classification according to the types of items purchased or services obtained; for example, services and charges, materials, supplies, and equipment.

Accounts Payable – A liability account reflecting amounts on open account owed to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

Accounts Receivable – An asset account reflecting amounts owing to open accounts from private persons or organizations for goods and services furnished by a government.

Accrual Accounting – Basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is actually received or spent.

Accrued Expenses – Expenses incurred but not due until a later date.

Activity – The part of a division charged with a specific provision of a City service.

Actual – Denotes final audited revenue or expenditure results of operations for the fiscal year indicated.

ADA – Acronym for Americans with Disabilities Act

Adopted – Denotes City Council approved revenue and expenditure estimates for the fiscal year indicated.

Ad Valorem Tax – Tax computed from the taxable valuation of land and improvements.

Appraised Value – To make an estimate of value for the purpose of taxation.

Appropriation – An authorization by the City Council that allows staff to incur obligations and to make payments for specified purposes. Appropriations are limited in amount and to the time when they may be expended.

Appropriation Ordinance – Official enactment by the legislative body establishing the legal authority for staff to obligate and expend funds.

Arbitrage – The interest earnings derived from invested bond proceeds or debt service fund balances.

Assessed Valuation – The total valuation of land and improvements less all property exempt from tax. It is used by a government as a basis for levying taxes.

Assets – Any item of economic value owned by the City; vehicles, land, etc.

Assignment Pay – Applies to Fire and Police personnel. Pay includes the salary portion attributable to day pay or temporary assignment to a specific duty paid at a rate higher than the individual's base salary.

Audit – An examination of the books and records of a City to determine financial status and results of operations (excess and loss).

B

Balanced Budget – A budget adopted by the City Council and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Balance Sheet – A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

Bond – A written promise to pay a sum of money on a specific date at a specified interest rate. The most common types of bonds are General Obligation (G.O.) and Revenue (Water/Sewer) bonds. These are most frequently used for construction of large capital projects, such as buildings, streets, and water lines.

Bond Funds – Resources derived from issuance of bonds for capital improvements and authorized by vote of the citizens of Lewisville.

Budget – An itemized schedule of estimated government revenues and expenditures covering the fiscal year, prepared in advance as a guide for government expenditures.

Budget Adjustment – A legal procedure utilized by the City Staff and City Council to revise a budget appropriation.

Budget Document – The compilation of spending plans for various funds, along with supporting schedules, tables and charts, which in total, comprises the annual revenue and expenditure plan.

Budget Message – The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

Budgetary Control – Control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Budgeted Funds – Funds that are planned for certain uses that have been formally or legally appropriated by the City Council.

C

CAFR – Acronym for Comprehensive Annual Financial Report.

Calculated 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 and vice versa. 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.

Callable – That which must be paid upon demand, as a loan.

Capital Budget – A proposed plan for financing long term work projects that lead to the physical development of the City; usually based on the Capital Improvement Program.

Capital Expense – Any item purchased by the City which meets the City's capitalization criteria. They are: has a value of \$5,000 or more, has an anticipated life of more than one year, and/or can be readily identified and tracked as an individual item. These expenditures result in the acquisition of or addition to fixed assets.

Capital Improvement Program – A plan to finance major infrastructure development funded through General Obligation Bonds, Revenue Bonds, and

transfers from various operation funds.

Capital Outlay – Expenditures which result in the acquisition of or addition to fixed assets which are individually priced more than \$5,000.

Capital Project – A project or expenditure that adds to the City's fixed assets, including the construction of infrastructure, major facilities, and the acquisition of large equipment. Capital projects generally involve a "multi-year" process, which spans more than one fiscal year.

Cash Accounting – A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

CDBG – Acronym for Community Development Block Grant.

Certificates of Obligation – Legal debt instruments, which finance a variety of projects such as fire equipment and remodeling. These certificates are backed by the full faith and credit of the issuing government and are financed through property tax and/or utility revenues, generally for a shorter term than bonds. C.O.'s are authorized by the City Council.

Certification Pay – Additional pay attributable for completion of specified certification that enhances performance.

CIP – Acronym for Capital Improvement Program.

City Charter – A document of a home rule city similar to a constitution. The City Charter establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

Contingency Account – A budgetary reserve set aside for unforeseen events occurring during the fiscal year. Also known as a reserve account.

Contractual Services – The costs related to services performed for the City by individuals, business, or utilities.

Cost – Amount of money or other consideration exchanged for property or services (expense).

Covenant – A binding agreement or contract.

Current Assets – Those assets which are available

or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary investments, and taxes receivable which will be collected within one year.

Current Liabilities – Debt or other legal obligation arising out of transactions in the past which must be liquidated, renewed, or refunded within one year.

Current Taxes – Taxes that are levied and due within one year.

D

DCTA – Acronym for Denton County Transportation Authority, a mass transit entity serving Denton County, which is funded through a ½% sales tax levied in participating cities.

Debt Service – The City’s obligation to pay the principal and interest on debt issues.

Debt Service Fund – This fund accounts for the accumulation of financial resources needed to meet the requirements of general obligation debt service and debt service reserves.

Deficit – The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expenses over income during an accounting period.

Delinquent Taxes – Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

Department – An administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area. An example would be the Community Development Department.

Depreciation – The portion of the cost of a capital asset, within the proprietary fund types, which is charged as an expense during a particular period.

Disbursement – Payment for goods and services in cash or by check.

Division – An organizational level within a Department. An example would be the Engineering division within the Community Development Department.

E

Effective Tax Rate – Based on State law, a calculated tax rate that would yield the same amount of revenue received in the prior fiscal year on real property plus the amount needed to pay tax pledged long-term debts for the upcoming fiscal year.

ELAP – Acronym for Enhanced Local Assistance Program, a grant program funded by DCTA for local transportation capital improvements.

EMS – Acronym for Emergency Medical Service.

Encumbrance – Commitments related to unperformed contracts for goods or services used in budgeting. Encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

Ending Fund Balance – The ending balance of a fund that is not expended. It takes into account the beginning balance, revenue, and expenditures. Year-end encumbrances that will roll forward have not been reserved.

Enterprise Fund – Enterprise Funds are used to account for operations 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 are recovered primarily through user charges. Along with the Internal Service Funds, they are Proprietary Fund types.

Estimated Revenue – The amount of projected revenues to be collected during the fiscal year.

Excess Reserve – The amount of an appropriation that is neither expended nor encumbered; the amount of money still available for further purchases.

Exempt – Personnel not eligible to receive overtime pay and who are expected to put in whatever hours are necessary to complete their job assignments.

F

Expenditures – Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

Fiduciary Fund – The funds that account for assets held by the City in a trustee or agency capacity.

Fiscal Fee – Fee made to financial (or other) institutions for finance related services.

Fiscal Policy – Reflects a set of principals for the planning and programming of government budgets. Changes in the level of taxes, the rate of government expenditures or the budget deficit are all possible instruments of fiscal policy.

Fiscal Year – A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Lewisville has a fiscal year of October 1 through September 30 as established by the City Charter. The term FY 2006 denotes the fiscal year beginning October 1, 2005 and ending September 30, 2006.

Fixed Assets – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FLSA – Acronym for Fair Labor Standards Act.

Forfeitures and Fines – Payment as a penalty for non-performance or non-compliance.

Franchise Fee – Fee levied by the City Council on businesses that use City property or right-of-ways.

Freeport Exemption – An exclusion of ad valorem taxes on specific business personal property that is expected to be on the premises of the taxpayer for 175 days or less. The purpose of the exemption is to allow businesses to ship short-term inventory in and out of Texas without incurring a tax liability.

FTE – Acronym for full time equivalent, a measurement of staffing. One FTE is a 40 hour per week position. A part-time position working 20 hours per week or a temporary full-time position working six months would be ½ FTE.

Full Faith and Credit – A pledge of the general taxing power of a government to repay debt obligations. This term is usually used in reference to General Obligation Bonds.

Full Funding – Term used to designate full year payment for personnel or other budgeted items.

Fund – Established for segregating revenues and other resources into independent entities, for the purpose of carrying on specific activities. An example of a fund is the Vehicle and Equipment Replacement Fund.

Fund Balance – The excess of a fund's current assets over its current liabilities; sometimes called working capital in enterprise funds.

G

GAAP – Acronym for Generally Accepted Accounting Principles.

GASB – Acronym for Governmental Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

GASB 34 – Acronym for Governmental Accounting Standards Board Statement Number 34. This requires division of the City's assets into Governmental Activities, Business-Type Activities, and Component Units using the accrual basis of accounting.

General and Administrative Services (G & A) – Administrative service charges are allocated to the Utility Enterprise Fund for indirect management and administrative support given by General Fund departments. Also known as indirect cost reimbursement.

General Fund – The main operating fund of the City. It includes all resources not required to be segregated into another account.

General Ledger – A file that contains the accounts needed to reflect the financial position and the results of operations of the City.

Generally Accepted Accounting Principles (GAAP) – Detailed accounting standards and practices for state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

General Obligation Bonds – Bonds for the payment of which the full faith and credit of the issuing government are pledged. In issuing its general obligation bonds, the City of Lewisville pledges to levy whatever property tax is needed to repay the bonds for any particular year. Bonds cannot be issued without voter

approval and are usually issued with maturities of between 15 and 30 years.

General Obligation Debt – Monies owed on interest and principle to holders of the City's General Obligation bonds. Supported by revenue provided from real property that is assessed through the taxation power of the local governmental unit.

GIS – Acronym for Geographic Information System.

GO Debt – Acronym for General Obligation Debts.

Governmental Funds – Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

Grant – A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from state or federal governments.

H

Hotel/Motel Tax – Tax levied upon the cost of occupancy of any room or space furnished by any hotel where such costs of occupancy are at a rate of \$2 or more per day. The law authorizes a room tax of not more than seven percent of the consideration paid by the occupant of such room to the hotel. Revenue received from this resource is disbursed among the Chamber of Commerce and other community organizations.

I

Income – A term used in proprietary fund type accounting to represent 1) revenues or 2) the excess of revenues over expenses.

Indirect Costs – Costs not directly attributable to providing a product or service. Usually these are support costs.

Inflation – A persistent rise in the general price level that results in a decline in the purchasing power of money.

Infrastructure – That portion of a City's assets located at or below ground level; including the water system, sewer system, and streets.

Insurance Risk Fund – An internal service fund that accounts for general and vehicle liability, worker's compensation, risk management, and all forms of insurance (except health) as well as the payment of claims.

Interest and Sinking Revenues – Accounts for the portion of taxes assessed to the Debt Service Fund to retire the City's debt.

Interest Earnings – Earnings from available monies invested during the year.

Interest Judgments – Represents tax suits filed for unpaid real and personal property taxes.

Interfund Transfers – Amounts transferred from one fund to another.

Intergovernmental Revenue – Received from another government for a specified purpose.

Internal Service Fund – Internal service funds are Proprietary fund types, and are used to account for the financing of goods or services provided by one department to or on behalf of other departments of the governmental unit on a cost reimbursement or allocation basis.

Investments – Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

L

Levy – The City Council's authority to impose taxes, special assessments, fines, fees, and charges.

Liabilities – Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances. The annual budget reflects only current period expenditures rather than liabilities.

L.I.S.D. – Acronym for Lewisville Independent School District.

Local Agency Contribution – Financial or in-kind assistance to social service agencies operating within the City of Lewisville is made available by community funds. Examples of such contributions are assistance to Youth and Family Counseling and

SPAN.

M

Maintenance – The upkeep of physical properties for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Mandated Expense – An expense that is required by a government.

Modified Accrual Basis – This method of accounting is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure". This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

Municipal – Pertains to a city or government.

N

NCTCOG – Acronym for North Central Texas Council of Governments.

Non-departmental Expense – Expenditures for professional services and other general government functions, which cannot easily be allocated to individual departments, are assigned to misc./non-departmental expenses.

Non-exempt – Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

Note – A certificate pledging payment, issued by a government or bank.

O

Objective – Steps taken to achieve a pre-determined goal.

Operating Budget – Plans of current expenditures and the proposed means of financing them. It is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled.

Operating Expense – Expenditures in individual organizational budgets for supplies, materials, maintenance, professional services, etc. Generally means

the same as O & M.

Operating Fund – A set of self-balancing accounts used to pay current, on-going expenditures.

Operation and Maintenance Revenues – Accounts for the portion of taxes assessed for the Maintenance and Operation of General Fund Services.

Ordinance – A formal legislative enactment by the City Council. 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. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

P

PALS – Acronym for Parks and Leisure Services Department.

Penalty & Interest Personal Property Tax – Imposed for taxes that remain unpaid.

Performance Measurements – Specific quantitative and qualitative measures of work performed. An example would be response time for the Police or Fire department.

Personal Services – The costs associated with compensating employees for their labor.

Prompt Payment Act – Requires the City to pay for goods and services within 30 days of receipt of goods/services or invoice, whichever is later. If the City fails to do this, a 1% interest rate is charged on the unpaid balance.

Proprietary Fund – Funds that establish revenue-based fees and charges based on recouping the cost of services provided. Also called an Enterprise Fund.

Property Tax – Taxes levied on both real and personal property according to the property valuation and the tax rate. The City's tax rate is .45050.

Pro-Rata Charge – Fee charged on the cost of an installed water line pro-rated based on front footage

of the property line. This is a one-time fee.

Purchase Order – A document which authorizes the delivery of specified merchandise or the rendering of certain services and the creating of a charge for them.

Purpose Statement – A departmental statement that describes what the department does, why it does it, and who benefits from it.

R

Rating – The creditworthiness of a city as evaluated by independent agencies.

Real Property – Property classified by the State Property Tax Board including land and improvements used for residential single and multi-family, vacant lots, acreage, farm and ranch improvements, commercial and industrial, and oil, gas, and other mineral reserves.

Recreation Fund – An enterprise fund, which accounts for recreation activities that are supported by user charges.

Reimbursement – Repayment to a specific fund for expenditures incurred or services performed by that fund to or for the benefit of another fund.

Replacement Cost – the cost of an asset, which can render similar service (but which need not be the same structural form) as the property to be replaced.

Reserve/Contingency Account – A budgetary reserve set aside for unforeseen events occurring during the fiscal year.

Resolution – A formal statement of opinion or determination adopted by the City Council.

Resources – Total dollars available for appropriations, including estimated revenues, fund transfers, and beginning fund balances.

Revenue – Funds that the City receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds – Legal debt instruments, which finance public projects for utilities such as water or sewer. Revenues from the utility are pledged to pay

principal and interest on the bonds. In Texas, revenue bonds may or may not be authorized by public referenda.

Revised Budget – A mid-year budgetary period, where adjustments are made to more accurately reflect actual revenues or expenditures.

ROW – Acronym for right-of-way.

S

Sales Tax – Levied on all persons and businesses selling merchandise in the City limits on a retail basis. Monies collected under authorization of this tax are for the use and benefit of the City. The City's sales tax rate is 8%.

Special Assessments – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund – Fund such as the recreation activity fund. These funds are set up to keep track of segregated revenue activities.

Sundry Charges – Items that are not in the supply or maintenance category. These expenses may be for services provided by private business organizations, by public utilities, for contract labor, for outside consultants, payment of claims and damages against the City, or service provided by some department of the government agency.

Supplemental Appropriation – An authorization made during the course of the year and after the adoption of the tax rate by City Council, which permits officials to incur additional obligations and expenditures of governmental resources.

T

Tax Base – The assessed value of all residential and commercial real property and business personal property, as established annually by the Denton Central Appraisal District.

Tax Increment Reinvestment Zone (TIRZ) – The fund accounts for revenues/expenditures of the Old Town tax increment zone. Revenues consist of the tax rate of the City and County applied to the estimated tax base for the zone.

Tax Levy – Imposing or collecting a tax.

Tax Note – Short-term interest bearing note issued by a government in anticipation of tax revenues to be received at a later date. The note is retired from the tax revenues to which it is related.

Tax Rate – The percentage applied to all taxable property value for purposes of raising municipal revenue. It is derived by dividing the total tax levy by the taxable net property valuation. The City's tax rate is .45050.

Tax Rate Limit – The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll – Official list showing the amount of taxes levied against each taxpayer or property.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

Taxes Current – Taxes levied that are due within one year.

Taxes Prior Years – Taxes which remain unpaid after the date on which a penalty for non-payment is attached.

TCEQ – Acronym for Texas Commission on Environmental Quality. A state agency for enforcing federal and state environment laws.

TMRS – Acronym for Texas Municipal Retirement System, a pension plan for employees of member cities in the state of Texas.

TIF – Acronym for Tax Increment Finance District.

Transfer-In – Funds expended in one fund and received in another.

TxDot – Acronym for Texas Department of Transportation.

W

Water Utility Fund – An enterprise fund that accounts for the resources and expenditures associated with the purchase and distribution of water.

Working Capital – Current assets minus current liabilities. Working capital is the money a municipality has available to meet current obligations.

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