

2018 - 2019 City of Terrell Budget

Growth is never by mere chance; it is the result of people
working together to build a better community.



**Mayor
D.J. Ory**



**District 3
Council Member
Sandra Wilson**



**District 5
Deputy Mayor Pro Tem
Tim Royse**



**District 4
Mayor Pro Tem
Charles Whitaker**



**District 2
Council Member
Grady Simpson**

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**CITY OF TERRELL
FISCAL YEAR
2018 - 2019
ANNUAL BUDGET**

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BUDGET MESSAGE

September 1, 2018

Dear Honorable Mayor and Members of the City Council:

As required by Article V, Section 5.02 of the Terrell City Charter and the statutes of the State of Texas, the annual budget for Fiscal Year 2018-2019 is hereby submitted for consideration and adoption. We are pleased to present to you a balanced budget for the coming fiscal year.

Introduction

First, as Fiscal Year 2017-2018 marked the adoption of a new Comprehensive Plan, updating the 2002 Comprehensive Plan, it is timely to reflect upon change in Terrell of the past 15 years. In that time, the City has:

- a) Implemented over 90% of the goals of the 2002 Plan;
- b) Increased assessed valuation by over 90%;
- c) Created the largest rural TIF in Texas, launching the first Buc-ee's in North Texas and the largest retail concentration between Mesquite and Tyler;
- d) Paved the last of the City's unpaved residential streets;
- e) Decreased crime by over 40%;
- f) Witnessed the renewal and rehabilitation of millions of dollars existing core buildings and housing stock;
- g) Transitioned to regional water, stimulating a \$200 million investment from NTMWD and assuring quality water for many decades to come;
- h) Improved our bond rating, scored a consistent 100% in Federal Section 8 Housing reviews, and developed a standard of professional excellence;
- i) Created new youth programs at the library, in the parks and through volunteer participation;
- j) Constructed a new Service Center, new Airport Terminal and hangars, new Police Building and City Hall upgrades;
- k) Created a culture of partnerships with public and private entities sharing resources and programs for the betterment of Terrell citizens; and,
- l) Developed downtown programs such as historic murals and the façade grant program which improve the appearance and marketability of core Terrell;

Terrell is on an upward path. The vision and policy direction provided by City Council over that time led to great success. The development of the Comprehensive Plan, Downtown Plan and Parks Master Plan pave the way for new and exciting community programs, and public amenities that will make Terrell a premier

destination and quality of life community. In the Fiscal Year 2017-2018 period, we made good progress toward these goals. Some of our major current year accomplishments include:

- a) A renewal of private investment in core central Terrell ranging from small projects (new signage, new windows, new murals) to the large American National Bank \$3M reinvestment;
- b) The beginning of a mixed-use health science development on SH 34, anchored by the new TVCC \$18M hospital rehabilitation;
- c) The creation and development of the IH 20/FM 148 Market Center and Crossroads development area which featured the ground breaking of the \$15M Film Alley entertainment complex;
- d) Continue strong code enforcement efforts which secure and preserve neighborhood integrity and private reinvestment in individual homes;
- e) Completed engineering on the Griffith Avenue improvements;
- f) Coordinated with TISD and the private sector to share costs for extending Town North sidewalk from Oak Post to the High School entrance; and,
- g) Sponsored a variety of youth sports leagues with over 100 participants.

Throughout the budget development process, extensive efforts were made to gather input from the City Council, and the community at large. The recommendations contained in this document represent a culmination of that collaborative approach to address new strategic priorities of the City Council.

- **General Fund FY 19**

The General Fund is balanced. It has been prudently crafted using conservative estimates for revenue growth. It represents our commitment to strong financial management practices and is projected to remain structurally sound and sustainable into the future .This budget continues to provide basic services, and maintains the quality standards our residents have come to expect.

The major elements of the City's General Fund budget in FY19 are as follows:

- 1) Acquisition of a fire ladder truck and a new lease program for Police Department vehicles. The ladder truck will maintain our current Insurance Service Office rating even as several new multi-story buildings are developed in Terrell.
- 2) Design and construction of the Rosehill Roadway Improvement Project. The Rosehill Project builds on the previous \$6.2 million in investments in water

and wastewater improvements along Rosehill Road from 2006-2001. The project phases for FY19 include engineering of the roadway improvement, clearing and improvement of the existing drainage system and complete reconstruction of the roadway base and asphalt roadway surface; all at a projected cost of \$1.4 million. This project will be financed through a debt issuance.

- 3) Design and construction of the Griffith Avenue water, sewer, storm drain, sidewalk and roadway improvement. Due to its aging condition, the Griffith Avenue sewer line is the top-ranked wastewater project for the City. Since the sewer line is buried deep beneath the roadbed, this project will also include replacing aging, undersized waterlines, adding a storm drain system to eliminate localized flooding and the road surface; all at a projected cost of \$5.3 million. This project will be financed through a debt issuance.
- 4) Retaining and reinvesting in current staff through a 3.5% market adjustment, training as necessary for quality performance and succession planning, and a continued commitment to uphold our health insurance cost structure.
- 5) Implementing new ideas and programs as recommended in the Comprehensive Plan, Park Plan and Downtown Plan.

The General Fund budget is \$24,133,182 dollars. This is \$2,049,078, or 9.28%, higher than in the prior year. In addition to the major elements listed, this increase is the result of several factors including: organizational staff changes as set out in the city's indirect cost study, moving the City Secretary and Finance from the Utility Fund to the General Fund, combining Streets Department and Special Projects into one department for greater efficiency and improved coordination of staff and increased funding to the Equipment Replacement Fund.

General Fund Property Tax Summary

The budget is based on an estimated tax roll of \$1,139,698,813. The assessed valuation is approximately \$28,936,098 greater than the property valuation for fiscal year 2017-2018. The tax rate proposed is \$0.7642 per one hundred dollar of value, which is the same as last fiscal year's rate.

The breakdown of the proposed tax rate is:

\$0.6211	General Fund, Maintenance and Operation
\$0.1431	Debt Service, Interest and Sinking Fund
\$0.7642	Proposed rate for Fiscal Year 2018-2019

The 2018-2019 General Fund revenue projection is \$24,168,094. This represents an anticipated increase in revenue of approximately \$2,080,433 over fiscal year 2017-2018. Revenue forecasts include projected growth in property values to fund the increased roadway maintenance programs and an anticipated increase in the demand for user-funded services.

The proposed tax rate will increase by 4 cents, 3 cents of which are an I & S rate increase supporting the Griffith Avenue and Rosehill Road Capital Projects. The owner of a median valued homestead will see a \$3.56 monthly increase in their tax bill. This increase is primarily the result of two factors: first, growth in single family home values this year represented a larger portion of the overall property value growth than in prior years; and second, the debt service portion of the tax rate is growing to support Council-approved roadway improvement initiatives.

Water and Sewer Fund

Utility fund revenues are projected to be \$15,049,751. This represents an anticipated increase in revenue of approximately \$384,605 over fiscal year 2017-2018. Revenue projections include a 7% rate increase for water and 2% rate increase for wastewater. This budget includes continued funding for wastewater improvements. The new water rate to be implemented in the 2018 – 2019 fiscal year will provide sufficient funds to accommodate debt service and offset the cost necessary to maintain customer service and ongoing maintenance programs.

Equipment Replacement Fund

The Equipment Replacement Fund revenues are projected to be \$1,222,010, with the majority of these revenues being generated by user fees collected in the General Fund (\$912,949) the Utility Fund (\$253,673). Capital expenditures include 10 vehicles for Public Safety. The ongoing replacement of equipment and vehicles will ensure adequate tools for the maintenance and operation of the city's facilities and services.

Airport Fund / Airport Capital Fund

The Airport Fund was divided into two separate funds for FY19, the Airport Fund (Operations) and the Airport Capital Funds. This change will better all our monitoring of the need to “break even” in operations to maintain our commitment to a self-funded airport, not dependent on tax payer’s subsidy for operations. In addition, this will allow the Airport Capital Fund to serve as a stand-alone fund for

major airport grants and capital projects. The Airport Operations Fund includes maintenance projects funded through the TxDOT RAMP Program, support for facilities and advertising/marketing funds. The Airport Capital Fund includes payment to TxDOT of the 10% match for a major runway rehabilitation and taxiway relocation project in FY19. Estimated at over \$2.5M, the City share will be \$252,533, paid to TxDOT at the outset of the project.

Storm Water Fund

The Storm Water Fund rate will remain \$5.65 per Equivalent Residential Unit which follows the recommendations of a City Council authorized study for meeting the challenge posed by storm water during major rain events and the year-round challenge of properly maintaining drainage ways throughout the City. Total revenue is estimated at approximately \$991,500 annually. Expenditures include a new Drainage Master Plan \$250,000, Convenience Station drainage repairs and other drainage way improvements.

Public/Private Partnerships Fund

The City remains proud of the fact that Terrell has the largest single rural TIF District in the State of Texas. The continuing investments of public/private funding in infrastructure provide an ongoing opportunity for Terrell to maintain a regional economic leadership position. During FY19, the City will construct the \$16M FM148 (N) Project using a combination of County and Regional Transportation Council Partnership Funds.

Highlights on Streets

Streets and roadways are addressed in several budget funds which is reflective of the importance of roads to quality of life and economic development. The City Council has an on-going commitment to quality streets throughout Terrell. The FY2018-2019 Budget reflects this commitment. The following budget items highlight the budget approach to maintaining and improving roadways in Terrell:

- Under the City of Terrell Texas Water Development Land Partnership, the City will initiate engineering on the North Alley and South Alley roadway projects. These will include full reconstruction of the roadway surface and replacement of the aging underground water and wastewater lines.
- \$7 million Certificate of Obligation for the Rosehill Road and Griffith Avenue Projects.

- \$16 million in overall construction and preconstruction dedicated to the FM 148 (N) Project, included in the Public Private Partnership Fund.
- Private investment in extending Crossroads Parkway from American Way to the West, made possible by a 2016 Development Agreement in the Film Alley area.
- From the General Fund, \$250,000 for asphalt street maintenance, \$75,000 for concrete street maintenance, an additional \$260,000 for street maintenance ranging from signs and crack sealing to mowing and culverts.
- In regards to sidewalks, \$25,000 is budgeted in the General Fund for sidewalks. In the Capital Improvement Fund, the City has set aside funds necessary to engineer two sidewalk grant projects: The Adelaide Downtown Project in the amount of \$80,000, and the Rockwall Sidewalk Project in the amount of \$130,000.

Budget Challenges

It is important to recognize the challenges facing our budget in FY19. While our progress is strong and growth is good, the City must work through the following topics.

- The need to fund public safety resources focused on regional growth family destination areas along I-20 and FM 148
- The financial commitment necessary to maintain a premiere, high-quality water system in partnership with NTMWD
- The economic competition in North Texas for establishing a place for relocation and promoting home ownership requires a commitment to improving quality of life
- The difficulty of TxDOT mowing policies, maintenance policies and drainage facilities which require substantial participation from city, increasing costs of cleanup/beautification of same roadways
- The fiscal reality that new development comes with a revenue lag as positive revenue growth may not impact the city budget over a lag time as long as 36 months
- The need for visionary thinking to build neighborhoods, both existing and newly constructed, to improve walkability, not drivability
- Seek new revenue sources to fund operational costs through negotiations of more external Public/Private Partnerships and Public to Public Partnerships to share resources

- The goal for partnerships is recognizing the limited fiscal resources of the city and developing a common interest of working with Private sector and Public sector entities
- Think regionally, not locally, to establish a regional economy
- Increased shopping, commercial activity, traffic and construction in Terrell
- Re-establish downtown vibrancy and economic energy
- Create and administer through a changing, adaptive environment, attributable through the natural aging process which requires innovative thinking

Conclusion

The proposed 2018-2019 budget instrument would not be possible without the unwavering support of the Mayor and members of the City Council. I want to thank the staff for their outstanding professionalism. Also, I would like to thank the citizens of Terrell for seeing the importance of the goals and objectives contained within the FY18 budget instrument. The City of Terrell has strong sustainable momentum in delivering exceptional city service.

Sincerely,



Torry L. Edwards
City Manager

ORDINANCES

ORDINANCE NO. 2734

AN ORDINANCE OF THE CITY OF TERRELL, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL FUND AND OTHER FUND REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by Article V. of the Terrell City Charter, the City Manager has prepared and submitted to the City Council a proposed budget of revenues and expenditures for conducting the affairs of the City of Terrell, Texas, and providing a complete financial plan for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

WHEREAS, the City Council has received the City Manager's proposed budget, a copy of which and all supporting schedules have been filed with the City Secretary of the City of Terrell, Texas; and

WHEREAS, the City Council has conducted the necessary public hearings as required by law.

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

	Revenues	Expenditures
General Fund	24,168,094	24,120,302
Utility Fund	14,984,005	14,541,992
Utility Capital Reserve Fund	440,000	440,000
Storm Water Fund	991,559	981,615
Equipment Replacement Fund	1,222,010	1,255,079
Airport Fund	439,030	1,015,781
Airport Capital Fund	600,000	252,533
Impact Fee Fund	142,245	285,000

Capital Improvement Fund	366,962	190,000
Public Private Partnerships Fund	3,612,000	10,465,000
Public Improvement District Fund	130,000	70,000
Information / Technology Fund	596,112	596,112
I&S No. 1 Debt Service Fund	2,937,970	2,937,970

SECTION 1. That the proposed budget of the revenue and expenditures necessary for conducting the affairs of the City of Terrell, Texas, for fiscal year beginning October 1, 2018, and ending September 30, 2019, is as follows:

and provides a complete financial plan for the fiscal year beginning October 1, 2018, and ending September 30, 2019, as submitted to the City Council by the City Manager, attached hereto as Exhibit "A", and the same is hereby adopted and approved as the budget of the City of Terrell, Texas, for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

SECTION 2. That the sum of \$54,417,660. is hereby appropriated for the payment of the expenditures established in the approved budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

SECTION 3. That the expenditures during the fiscal year beginning October 1, 2018, and ending September 30, 2019, shall be made in accordance with the budget approved by this Ordinance unless otherwise authorized by a duly enacted Ordinance of the City of Terrell, Texas.

SECTION 4. That all budget amendments and transfers of budgeted appropriations from one account to another account within any classification for the fiscal year 2017-2018 are hereby ratified and the budget Ordinance for fiscal year 2017-2018 heretofore enacted by the City Council be and the same is hereby amended to the extent of such transfers and amendments for all purposes.

SECTION 5. That specific authority is given to the City Manager to make the following adjustments:

1. Transfer of appropriations budgeted from one account classification to another account classification within the same department.
2. Transfer of appropriations from designated appropriation from one department or activity to another department or activity within the same fund.

SECTION 6. That all provisions of the Ordinances of the City of Terrell, Texas, in conflict with the provisions of this Ordinance be and the same are hereby repealed and

all other provisions of the Ordinances of the City of Terrell, Texas, not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 7. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional.

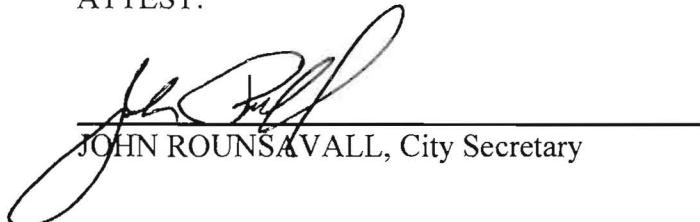
SECTION 8. This Ordinance shall take effect from and after its passage as the law and City Charter in such cases provide.

PASSED AND APPROVED THIS THE 4TH DAY OF SEPTEMBER, 2018.

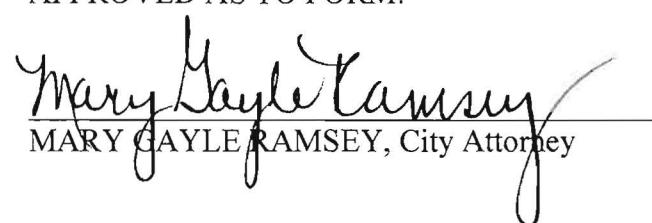
PASSED AND ADOPTED THIS THE 18TH DAY OF SEPTEMBER, 2018.


D. J. ORY, Mayor

ATTEST:


JOHN ROUNSAVALL, City Secretary

APPROVED AS TO FORM:


MARY GAYLE RAMSEY, City Attorney

ORDINANCE NO. 2735

AN ORDINANCE OF THE CITY OF TERRELL, TEXAS, ESTABLISHING THE TAX RATE OF ALL TAXABLE PROPERTY WITHIN THE CITY OF TERRELL, TEXAS, FOR FISCAL YEAR 2018-2019 AND LEVYING AND ORDERING COLLECTION FOR THE YEAR 2018 AND PROVIDING A LIEN ON ALL REAL AND PERSONAL PROPERTY TO SECURE THE PAYMENT OF TAXES ASSESSED; CONTAINING A SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND PARTS THEREOF IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Terrell, Texas, has duly approved and adopted a Budget for the operation of the City for fiscal year 2018-2019; and

WHEREAS, the Ordinance anticipates and requires the levy of an ad valorem tax on all taxable property in the City of Terrell, Texas; and

WHEREAS, the Chief Appraiser of the Kaufman County Single Appraisal District has prepared and certified the appraisal roll for the City of Terrell, Texas, that roll being that portion of the approved appraisal roll of the Kaufman County Single Appraisal District which lists property taxable by the City of Terrell, Texas; and

WHEREAS, it is necessary to levy an ad valorem tax at a given rate to generate revenues sufficient to meet the projected expenses of the City of Terrell, Texas, for fiscal year 2018-2019; and

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

WHEREAS, THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.92% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000.00 HOME BY APPROXIMATELY \$42.70; and

WHEREAS, a public hearing has been held by the Terrell City Council related to the subject of this Ordinance and all interested persons were given an opportunity to be heard; and

WHEREAS, the City of Terrell, Texas, has fully and timely complied with all notice and other requirements relative to the adoption of a tax rate for Fiscal Year 2018-2019.

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

SECTION I.

THAT there be and is hereby levied and ordered collected on each One Hundred Dollar (\$100.00) valuation of all taxable property, both real and personal, and all property of every kind and description subject to taxation within the corporate limits of the City of Terrell, Texas, on January 1, 2019, the sum of \$0.7642 based on 100% of the assessed valuation. Said rate of ad valorem tax is levied for the following purposes and the following amounts:

General Fund	\$0.6191
Interest/Sinking Fund	\$0.1451

SECTION II.

THAT THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

SECTION III.

THAT THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.92% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000.00 HOME BY APPROXIMATELY \$42.70.

SECTION IV.

THAT all taxes collected by the City of Terrell, Texas, and districts for which it is collecting taxes, shall be payable on October 1, and if such taxes are not paid in full on or before January 31, of the succeeding year, the following penalties shall be payable: During the month of February, six (6%) percent of amount of tax, plus 1% for each additional month delinquent, to a maximum of 12% beginning July 1. All delinquent taxes shall bear interest at the rate of one (1%) for each month or portion of month the tax remains delinquent.

SECTION V.

THAT the City of Terrell, Texas, shall have a lien on each and every item of taxable property located in the City of Terrell, Texas, for the purpose of securing the payment of taxes, penalties, interest and all costs of collection assessed against said property, and said lien shall continue to exist against any item of property against which a tax is assessed hereunder until such tax, together with all interest, penalty and costs of collection has been paid.

SECTION VI.

Should any paragraph, sentence, provision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance, as a whole or any part or provision thereof, other than the part or parts adjudged to be invalid, illegal or unconstitutional.

SECTION VII.

That this Ordinance shall take effect and be in force from and after its passage and adoption.

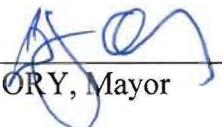
SECTION VIII.

All other ordinances and Code provisions in conflict herewith are hereby repealed but only to the extent of any such conflict or inconsistency and all other provisions of the Terrell City Code not in conflict herewith shall remain in full force and effect.

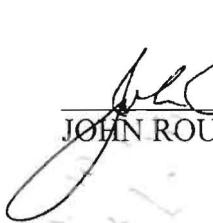
PASSED AND APPROVED THIS THE 21ST DAY OF AUGUST, 2018.

PASSED AND ADOPTED THIS THE 18TH DAY OF SEPTEMBER, 2018.

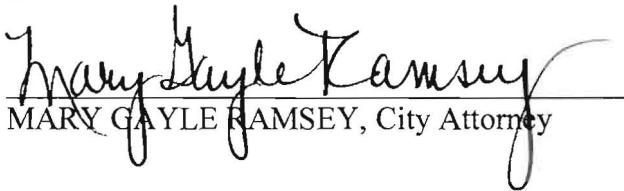
APPROVED:


D. J. ORY, Mayor

ATTEST:

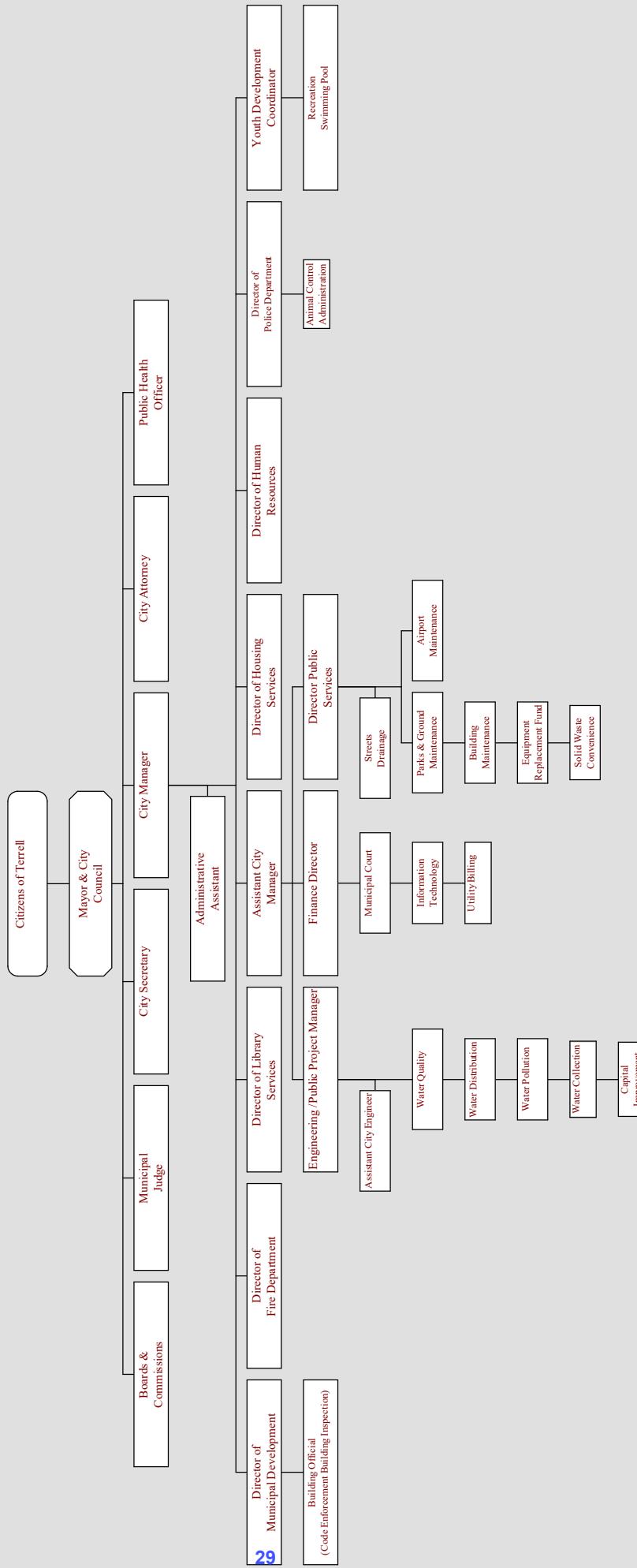

JOHN ROUNSAVALL, City Secretary

APPROVED AS TO FORM:


MARY GAYLE RAMSEY, City Attorney

ORGANIZATION

Proposed City of Terrell Organizational Chart
Fiscal Year 2018 - 2019

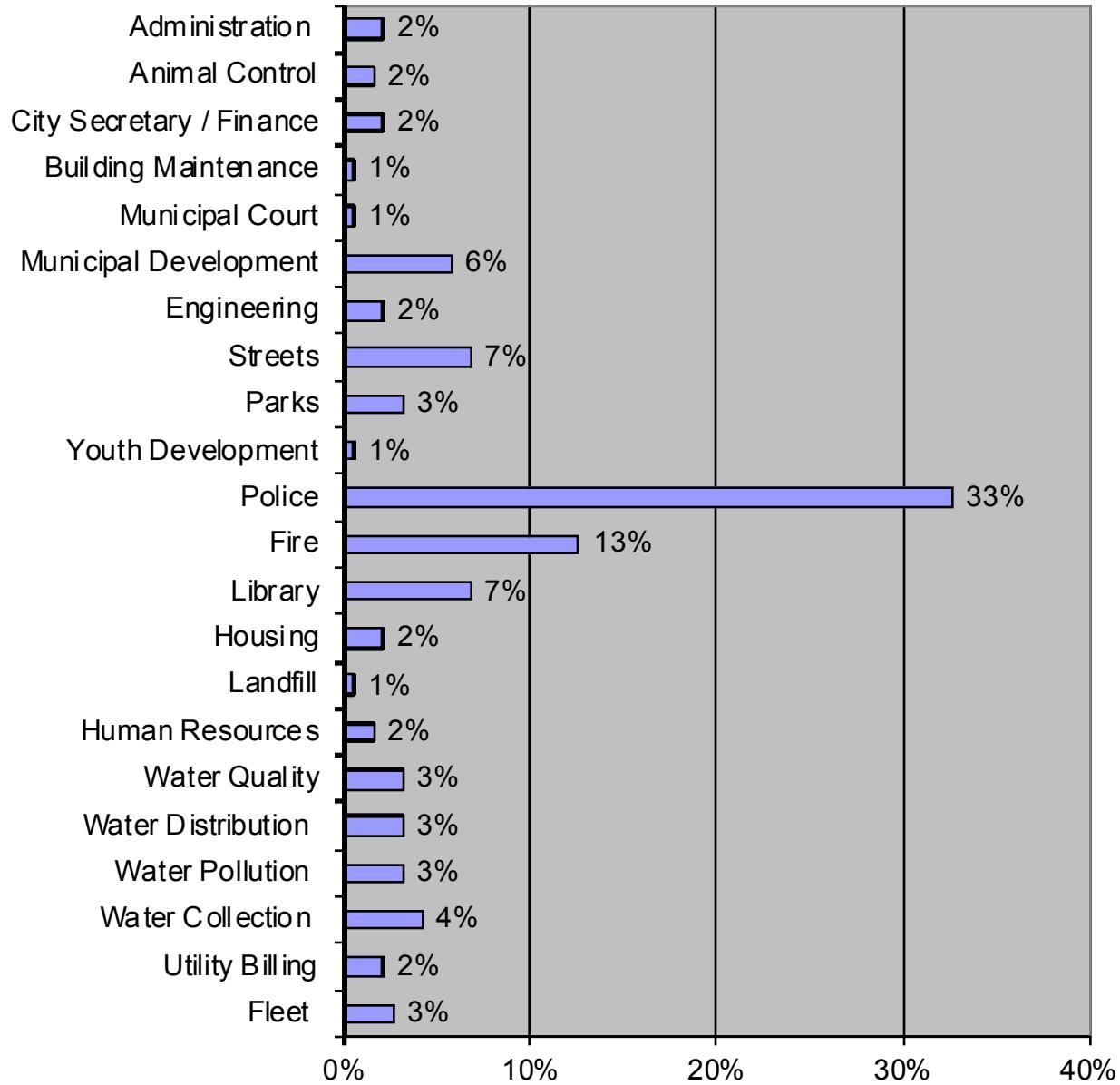


PERSONNEL ALLOCATION

Special Projects		Fire		Water Distribution	
City Manager	1.0	Foreman	1.0	Fire Chief	1.0
Assistant City Manager	1.0	Crew Chief	1.0	Fire Marshal	1.5
Executive Secretary	1.0	Maintenance	2.0	Captain	6.0
Administrative Clerk	1.0	Part-Time	0.5	Driver Engineer	6.0
Department Total	4.0	Department Total	4.5	Fire Fighter	9.0
				Department Total	23.5
Animal control	Parks			Volunteer Firefighters	30.0
Supervisor	1.0	Foreman	1.0		Chief Operator
Administrative Clerk	1.0	Crew Leader	1.0	Library	Plant Operator
Animal Control Officer	1.0	Equipment Operator	2.0	Director	1.0
Department Total	3.0	Maintenance	2.0	Public Services Supervisor	1.0
		Department Total	6.0	Youth Services Librarian	1.0
Municipal Building				Technical Services Tech	1.0
Maintenance Person	0.5	Youth Development		Technician	3.0
Department Total	0.5	Recreation Director	1.0	Part-Time	6.0
		Administrative Secretary	0.5	Department Total	13.0
Municipal Court	Pool Manager			Maintenance	4.0
Presiding Judge	0.5	Assistant Pool Manager	1.0	Housing (Section 8)	
Associate Judge	0.5	Lifeguards	12.0	Director	1.0
Court Clerk	1.0	Maintenance	1.0	Administrative Clerk	3.0
Department Total	2.0	Department Total	16.5	Department Total	4.0
				Director	1.0
Municipal Development	Police			Administrative Secretary	1.0
Director	1.0	Chief of Police	1.0	Administrative Clerk	4.0
Building Inspector	1.0	Captain	3.0	Administrative Clerk	2.0
Development Review		Sergeants Patrol	4.0	Department Total	3.0
Coordinator	1.0	Sergeants CID	2.0		
Code Enforcement	4.0	Coporals Patrol	4.0	Equipment Replacement	
Administrative Clerk	2.0	Corporals CID	1.0	Water Quality	1.0
Department Total	9.0	Patrol Officer	16.0	Assistant City Engineer	1.0
		Training Officer	1.0	Chief Operator	1.0
Engineering		Facility Security	2.0	Administrative Secretary	1.0
City Engineer	1.0	Detectives CID	7.0	Plant Operator	3.0
Technician	3.0	Department Total	6.0	Department Total	4.0
Department Total	4.0	Administrative Secretary	1.0		
		CSO Supervisor	1.0		
Street		Community Service Officer	6.0		
Director	1.0	Forensic Technician	1.0		
Foreman	1.0	Dispatch Supervisor	1.0		
Crew Leader	0.0	Dispatcher	7.0		
Equipment Operator	2.0	Information Tech	1.0		
Maintenance	3.0	Background Inv	1.0		
Administrative Secretary	1.0	Records Clerk	2.0		
Department Total	8.0	Department Total	62.0		

CITY OF TERRELL

PERSONNEL

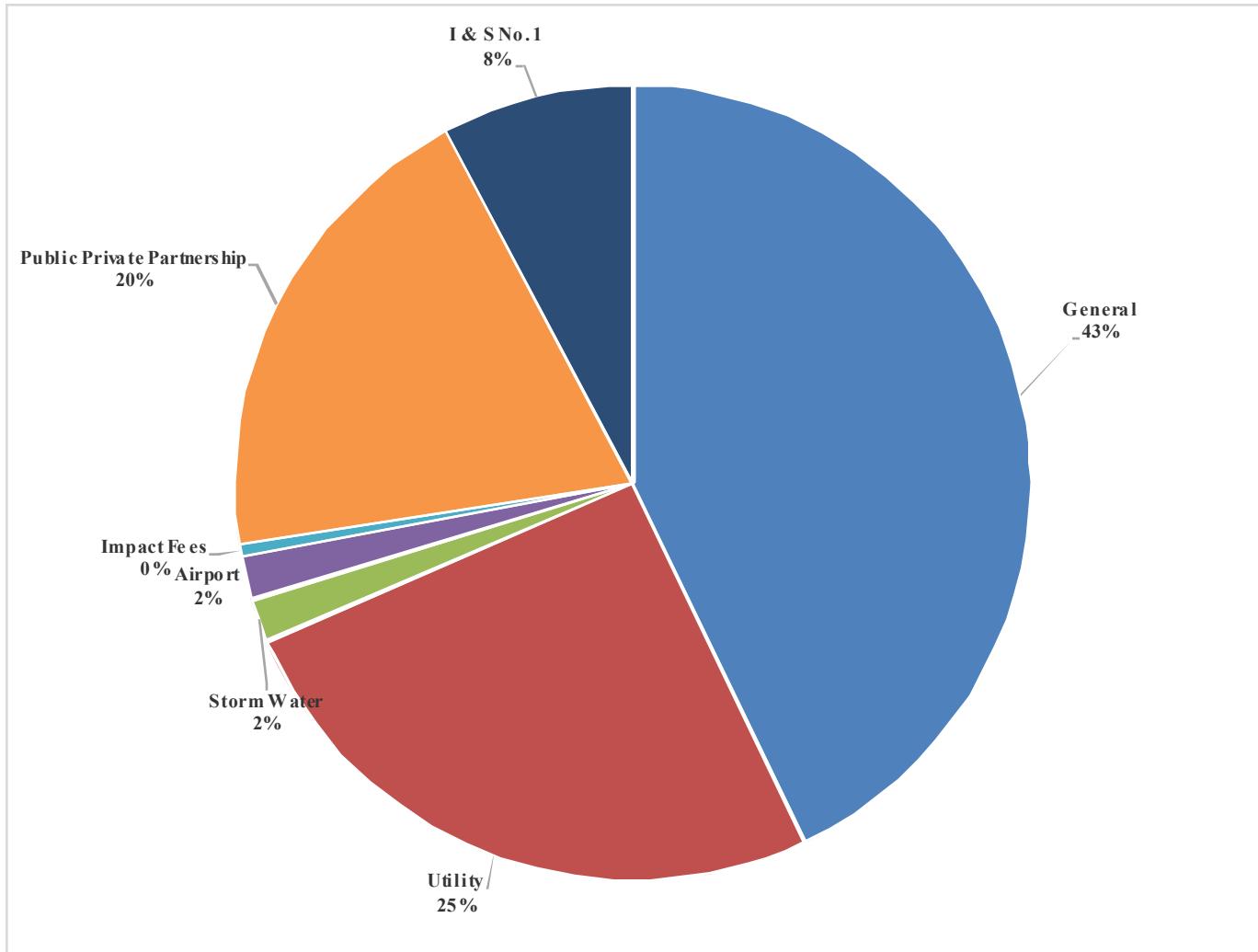


CONSOLIDATED SUMMARY OF PROJECTIONS

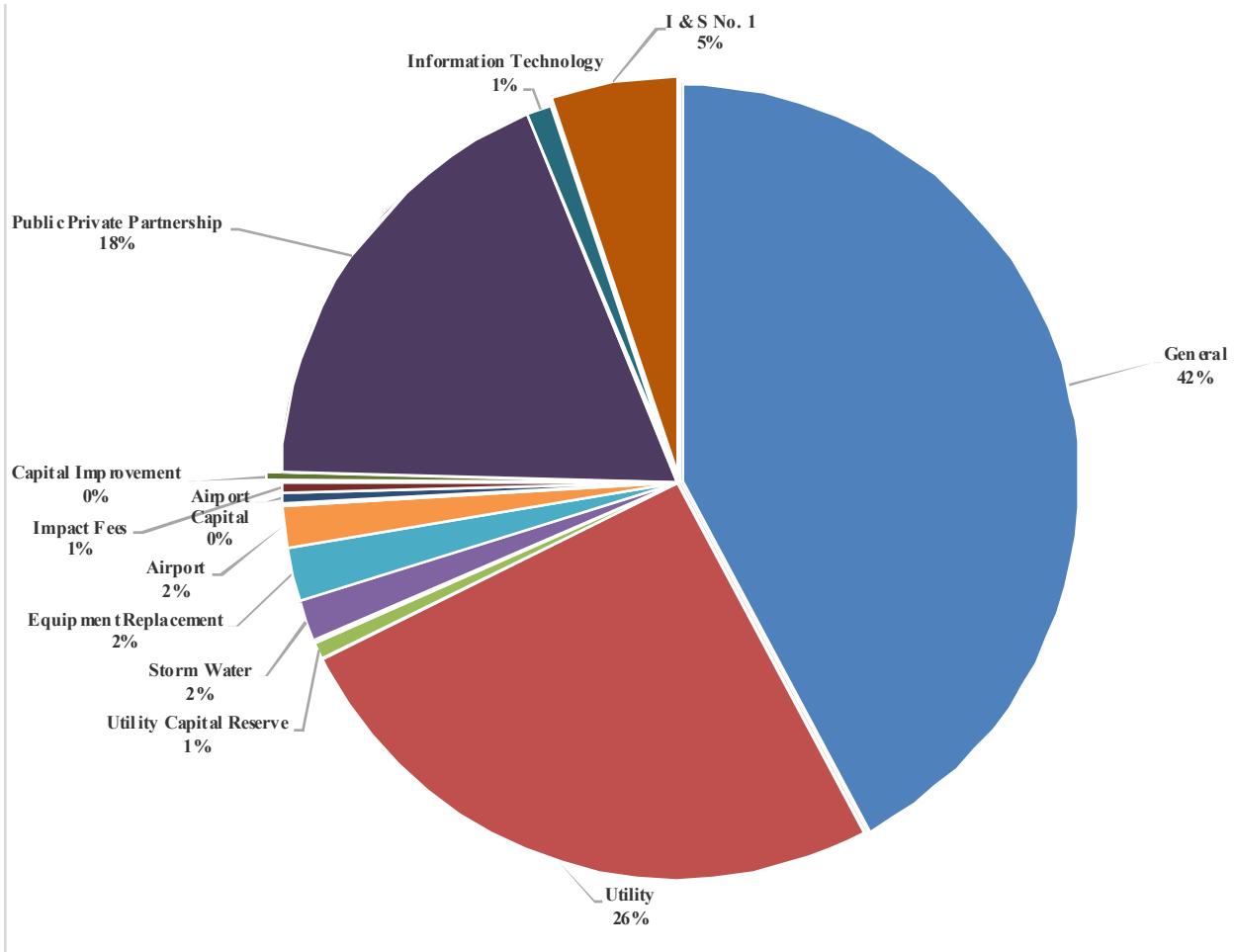
FISCAL YEAR 2018 - 2019 CONSOLIDATED BUDGET INFORMATION

	General Fund	Utility Fund	Utility Capital Reserve Fund	Storm Water Utility Fund	Equipment Replacement Fund	Airport Fund	Airport Capital Fund	Capital Impact Fees Fund	Public Private Partnership Fund	Public Improvement District Fund	Information Technology Fund	Information / Debit Service
Beginning Fund Balance	1,178,148	137,193	1,162,703	59,659	33,586	602,064	0	149,618	204,304	7,904,277	17,968	0 1,651,792
Operating Revenues	24,168,094	14,934,005	440,000	991,559	1,222,010	439,030	600,000	142,245	366,962	3,612,000	130,000	596,112 2,937,970
Total Revenues	25,346,242	15,141,198	1,602,703	1,051,218	1,255,696	1,041,094	600,000	291,863	571,266	11,516,277	147,968	596,112 4,589,762
Operating Expenditures	24,120,002	14,541,992	440,000	981,615	1,255,079	1,015,781	252,533	285,000	190,000	10,465,000	70,000	596,112 2,937,970
Ending Fund Balance	1,226,240	599,206	1,162,703	69,603	617	25,313	347,467	6,863	381,266	1,051,277	77,968	0 1,651,792

SOURCE OF REVENUE



EXPENDITURES



TAX RATE

**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 5.92% PERCENT AND WILL RAISE
TAXES FOR MAINTENANCE AND
OPERATIONS ON A \$100,000 HOME BY
APPROXIMATELY \$42.70.**

ESTIMATED TAX RATE FOR FISCAL YEAR
2018 - 2019

2018-2019

TOTAL 2018 ESTIMATED TAXABLE VALUE 1,139,698,813

PROPOSED TAX RATE 0.7642

TOTAL TAX REVENUES 8,709,578

CURRENT TAXES

100% COLLECTION 8,709,578

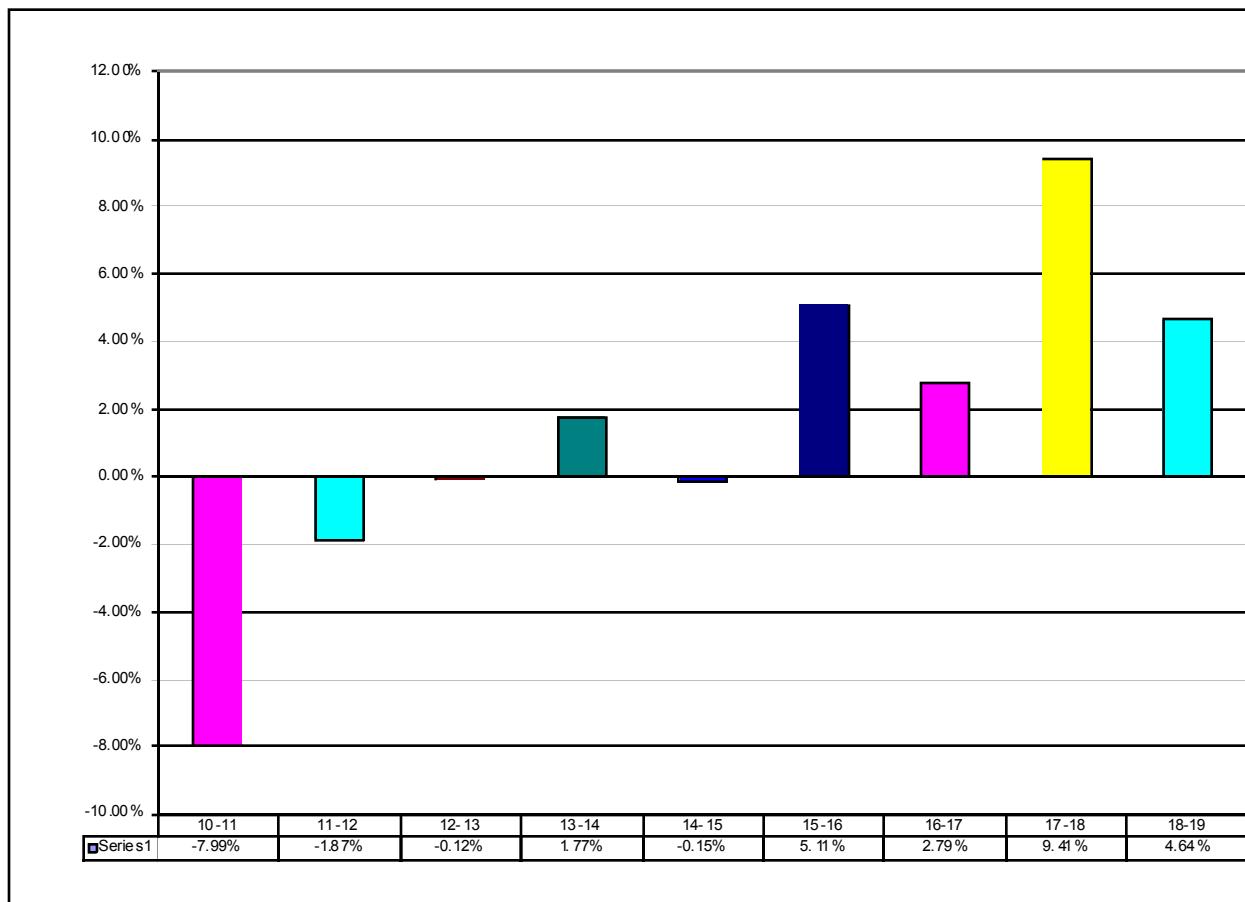
TAX RATE PROOF

M&O	81%	0.6191	7,055,666
I&S	19%	0.1451	1,653,912
		0.7642	8,709,578

**ASSESSED VALUATION TAX RATE
HISTORY INCLUDING THE PRELIMINARY VALUATION**

YEAR	ASSESSED VALUATIONS	TAX RATE	TAXES ASSESSED
2002	603,618,789	0.6500	3,923,522
2003	665,698,525	0.6500	4,327,040
2004	727,025,258	0.6500	4,725,664
2005	834,587,541	0.6500	5,424,819
2006	894,542,447	0.6500	5,814,526
2007	931,051,598	0.6500	6,051,835
2008	1,014,913,277	0.6500	6,596,936
2009	1,005,646,462	0.6500	6,536,702
2010	931,249,501	0.6500	6,053,122
2011	914,141,372	0.6500	5,941,919
2012	913,087,109	0.6500	5,935,066
2013	929,572,780	0.6493	6,035,716
2014	928,193,696	0.6793	6,305,220
2015	978,134,897	0.6942	6,790,212
2016	1,006,227,532	0.7242	7,287,100
2017	1,110,762,715	0.7242	8,044,144
2018 Est	1,139,698,813	0.7642	8,709,578

PERCENT CHANGE IN PROPERTY VALUE



GENERAL FUND

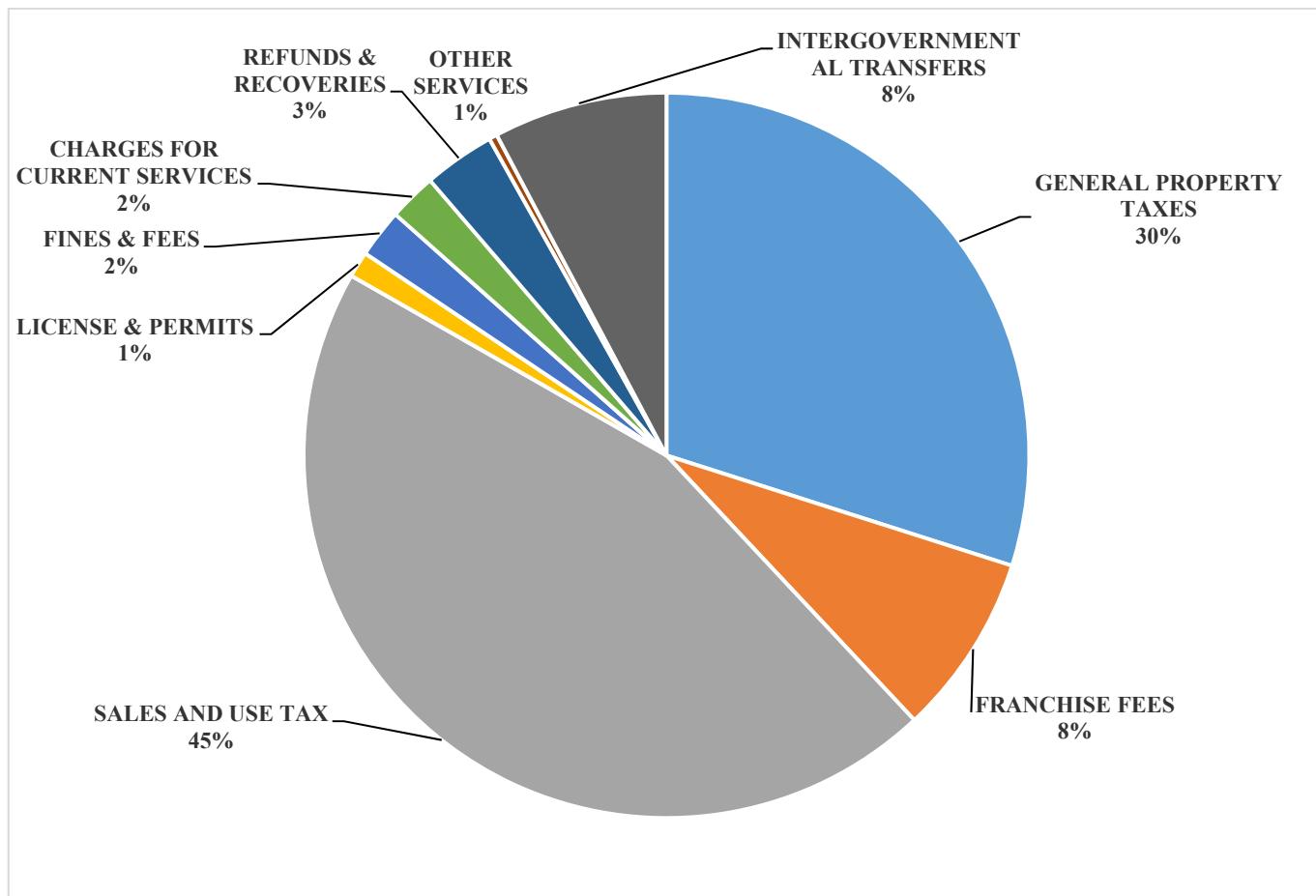
GENERAL FUND ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	3,094,871
Estimated Revenues FY 2018	22,642,755
Revenues Collected thru March 31, 2018	13,108,370
Anticipated Revenue to Sept. 30, 2018	9,534,385
	Sub-Total
	12,629,256
Estimated Expenditures FY 2018	22,382,135
Y-T-D March 31, 2018	10,931,027
	Sub-Total
	11,451,108
Estimated Beginning Cash FY 2019	1,178,148
Proposed Revenues FY 2019	24,168,094
	Sub-Total
	25,346,242
Proposed Expenditures FY 2019	24,120,002
Estimated Cash in Bank Sept. 30 2019	1,226,240

2018 - 2019
GENERAL FUND BUDGET
REVENUE SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
GENERAL PROPERTY TAXES	6,138,203	6,911,473	7,231,666	
FRANCHISE FEES	1,962,623	2,032,743	1,957,543	
SALES AND USE TAX	9,817,010	10,710,316	10,929,927	
LICENSE & PERMITS	258,113	235,731	278,675	
FINES & FEES	432,796	506,750	524,550	
CHARGES FOR CURRENT SERVICES	442,276	506,100	515,100	
USE OF MONEY	1,069	701	700	
COMMUNITY SERVICES	13,559	2,550	2,850	
REFUNDS & RECOVERIES	519,790	599,662	770,121	
OTHER SERVICES	67,291	156,930	83,930	
INTERGOVERNMENTAL TRANSFERS	638,255	979,799	1,873,032	
TOTAL	20,290,985	22,642,755	24,168,094	

GENERAL FUND REVENUES



2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Revenues						
GENERAL PROPERTY TAXES						
00-3101-00						
TAXES-CURRENT	5,993,234	6,768,473	7,055,666			
00-3102-00						
TAXES-DELINQUENT	81,022	85,000	110,000			
00-3103-00						
CURRENT	27,852	28,000	31,000			
00-3104-00						
DELINQUENT	36,095	30,000	35,000			
	SUB-TOTAL	6,138,203	6,911,473	7,231,666		
FRANCHISE FEES						
00-3201-00						
FRANCHISE- UTILITY 020904490	496,391	533,000	459,543			
00-3202-00						
FRANCHISE-ATMOS GAS	143,541	162,230	165,000			
00-3203-00						
FRANCHISE-TELEPHONE	99,149	110,000	110,000			
00-3204-00						
FRANCHISE-CABLE TV	66,716	98,300	95,000			
00-3204-01						
FRANCHISE-CABLE TV PEG FEE	38,576	13,000	20,000			
00-3205-00						
FRANCHISE-ONCOR ELECTRIC	867,132	871,363	875,000			
00-3208-00						
MIXED DRINKS	52,530	51,000	53,000			
00-3210-00						
MANAGEMENT	33,563	18,850	0			
00-3213-00						
FRANCHISE-PROGRESSIVE						
WASTE SOLUTIONS	165,025	175,000	180,000			
	SUB-TOTAL	1,962,623	2,032,743	1,957,543		

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
SALES AND USE TAX				
00-3207-00				
SALES TAX	4,908,505	5,355,158	5,464,963	
00-3211-00				
SALES TAX / TAX REDUCTION	2,454,252	2,677,579	2,732,482	
00-3250-00				
SALES TAX ECONOMIC DEVELOPMENT	2,454,252	2,677,579	2,732,482	
SUB-TOTAL	9,817,010	10,710,316	10,929,927	
LICENSE & PERMITS				
00-3301-00				
PERMITS-ALCOHOLIC BEVERAGE	1,545	650	650	
00-3302-00				
PERMITS-AMUSEMENT	1,200	600	600	
00-3303-00				
PERMITS-BUILDING	129,485	108,456	130,000	
00-3304-00				
PERMITS-ELECTRICAL	9,115	14,000	15,000	
00-3305-00				
PERMITS-PEDDLERS	798	500	600	
00-3306-00				
PERMITS-PLUMBING	7,961	11,000	11,000	
00-3307-00				
PERMITS-DEMOLITION	1,020	2,000	2,000	
00-3308-00				
OCCUPANCY	7,740	10,000	11,000	
00-3309-00				
PERMITS-MECHANICAL	7,848	10,000	11,000	
00-3310-00				
LICENSE-ELECTRICAL	0	225	225	
00-3311-00				
REGISTRATION FEES	10,540	10,000	11,000	

2018 - 2019
GENERAL FUND BUDGET

	2017 - 2018		
	2016 - 2017	Estimated Year	2018 - 2019
	Actual Budget	End Budget	Budget
010 GENERAL FUND			
00-3312-00			
PERMITS-ALARM	33,188	18,500	33,000
00-3313-00			
LICENSE-RESTAURANT/FOOD	38,850	41,000	43,000
00-3317-00			
REGISTRATION-DOG	4,365	3,800	4,600
00-3319-00			
PERMITS-SIGN	4,458	5,000	5,000
SUB-TOTAL	258,113	235,731	278,675
FINES & FEES			
00-3402-00			
FINES-MUNICIPAL COURT	296,992	380,000	386,000
00-3403-00			
OTHER	25,859	22,000	25,000
00-3404-00			
FEES-OPEN RECORDS REQUEST	3,359	3,000	3,300
00-3406-00			
FEES - APARTMENT INSPECTIONS	9,024	13,000	13,000
00-3407-00			
FEES-VETERINARIAN	9,002	6,000	9,000
00-3412-00			
VITAL STATISTICS	42	0	0
00-3413-00			
FEES-SWIMMING POOL GATE	63,973	63,500	64,000
00-3417-00			
FEES- MAPS & PUBLICATIONS	0	100	100
00-3418-00			
FEES- ZONING & PUBLICATIONS	5,492	4,000	5,000
00-3419-00			
FEES- COPIES	85	150	150
00-3421-00			
FEES- ANIMAL SHELTER	5,628	5,000	6,000
00-3425-00			
FEES- RECREATIONAL	13,340	10,000	13,000
SUB-TOTAL	432,796	506,750	524,550

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018			
		2016 - 2017	Estimated Year	2018 - 2019	
		Actual Budget	End Budget	Budget	
010 GENERAL FUND					
CHARGES FOR CURRENT SERVICES					
00-3506-00					
FEES- RESIDENTIAL REFUSE	438,047	501,000	510,000		
00-3516-00					
FEES- LANDFILL SITE	4,229	5,100	5,100		
	SUB-TOTAL	442,276	506,100	515,100	
USE OF MONEY					
00-3601-00					
INTEREST	1,069	701	1,000		
	SUB-TOTAL	1,069	701	700	
COMMUNITY SERVICES					
00-3675-00					
HOUSING OFFICE LEASE	0	2,550	2,550		
00-3678-00					
LEASE	13,559	0	300		
	SUB-TOTAL	13,559	2,550	2,850	
REFUNDS & RECOVERIES					
00-3701-00					
INSURANCE RECOVERIES	0	29,000	20,000		
00-3702-00					
LIBRARY	16,570	46,000	30,000		
00-3703-00					
DEMOLITION	10,176	4,000	4,000		
00-3705-00					
MOWING	48,928	23,000	40,000		
00-3706-00					
OTHER	70,533	111,902	30,000		
00-3712-00					
SALE OF FIXED ASSETS	0	10,302	10,000		
00-3712-01					
SALE OF PROPERTY	0	5,000	250,000		
00-3812-00					
HOUSING ADMINISTRATION	318,583	370,458	386,121		

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		
		2016 - 2017	Estimated Year	2018 - 2019
		Actual Budget	End Budget	Budget
010 GENERAL FUND				
00-3813-00				
TRANSFER IN TERRELL IND				
SCHOOL DIST	55,000	0	0	
SUB-TOTAL	519,790	599,662	770,121	
OTHER SERVICES				
00-3801-00				
TERRELL POLICE DEPARTMENT	2,916	3,500	3,500	
00-3802-00				
CHARGES	0	16,000	3,500	
00-3803-00				
KAUFMAN COUNTY/LIBRARY	47,600	47,600	47,600	
00-3805-00				
FIRE INSPECTION SERVICES	5,451	4,000	5,000	
00-3807-00				
LEASE - ETMC	0	6,720	6,720	
00-3818-00				
OTHER	1,475	2,500	2,500	
00-3819-00				
ANIMAL SHELTER DONATIONS	1,149	3,000	1,500	
00-3826-00				
CIP GRANT TDA	-2,505	55,000	0	
00-3836-00				
SOCIETY	120	110	110	
00-3842-00				
DONATIONS - FIRE DEPARTMENT	1,000	3,500	0	
00-3843-00				
DEPARTMENT	1,500	1,500	0	
00-3845-00				
SECTION 8 INSPECTION FEES	8,585	13,500	13,500	
SUB-TOTAL	67,291	156,930	83,930	

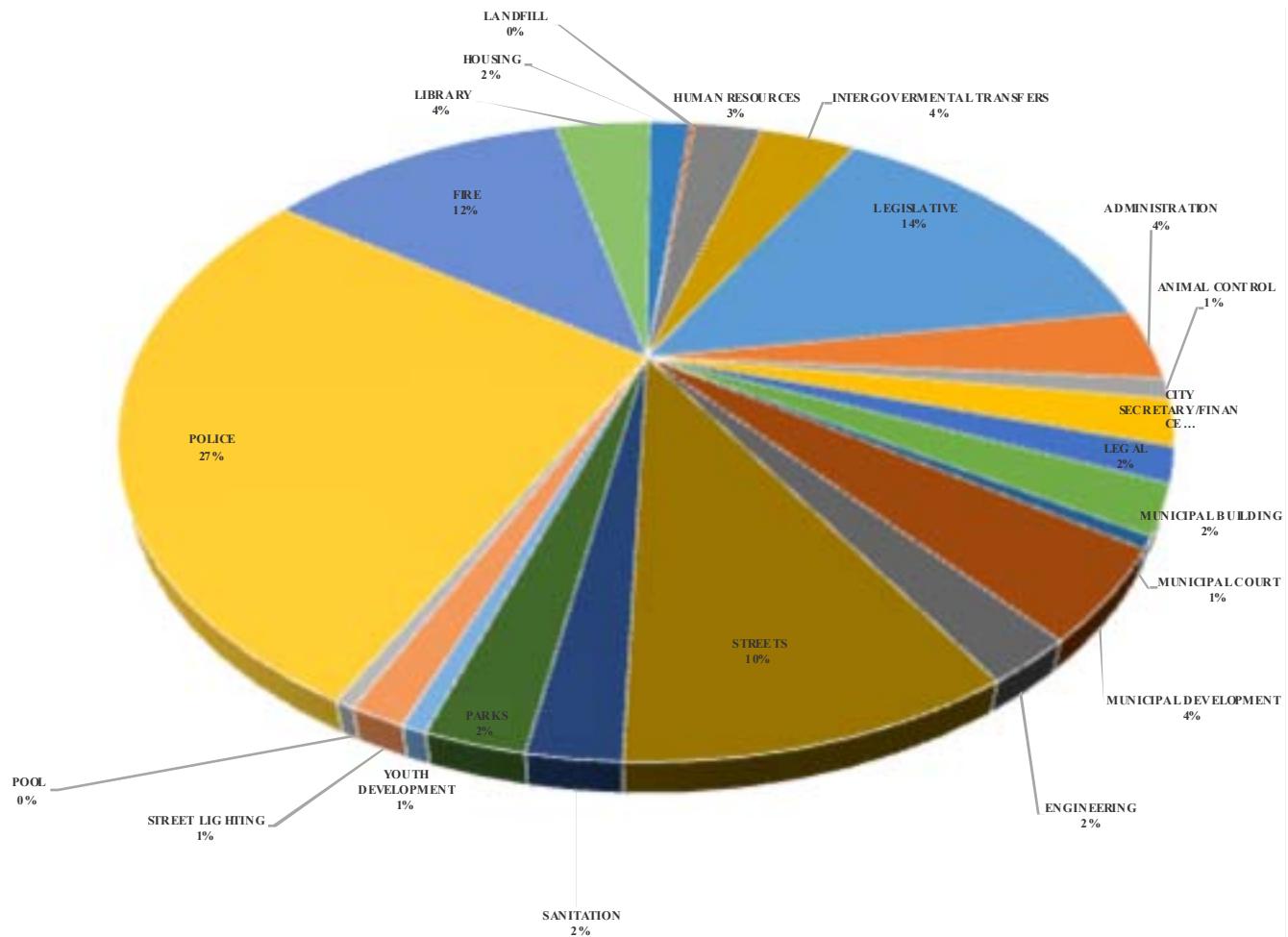
2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
INTERGOVERNMENTAL TRANSFERS						
00-3714-00						
PUBLIC SAFETY FOR SPECIAL						
EVENTS	18,200	29,000	15,500			
00-3716-00						
TRANSFER IN STORMWATER						
UTILITY FUND	117,481	148,225	142,915			
00-3723-00						
TRANSFER IN AIRPORT						
ADMINISTRATION	20,238	20,238	85,584			
00-3831-00						
INTER-GOV TRN WATER 020-90-						
4497-00	482,336	782,336	669,033			
00-3831-01						
INTER-GOV TRN SEWER 020-90-						
4497-01	0	0	960,000			
SUB-TOTAL	638,255	979,799	1,873,032			
GENERAL FUND REVENUE						
TOTAL	20,290,985	22,642,755	24,168,094			

2018 - 2019
GENERAL FUND BUDGET
DEPARTMENT SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
010 GENERAL FUND			
Department 11 LEGISLATIVE	3,229,058	3,383,637	3,423,146
Department 12 ADMINISTRATION	849,211	920,573	864,496
Department 13 ANIMAL CONTROL	269,685	256,614	254,576
Department 14 CITY SECRETARY / FINANCE	0	0	563,815
Department 15 LEGAL	368,849	423,000	423,000
Department 16 MUNICIPAL BUILDING	671,771	671,514	591,775
Department 17 MUNICIPAL COURT	149,910	155,683	142,145
Department 20 MUNICIPAL DEVELOPMENT	1,210,130	1,112,285	1,082,874
Department 21 ENGINEERING	538,490	526,560	545,610
Department 22 STREETS	2,024,015	1,606,683	2,291,907
Department 25 SANITATION	577,661	539,000	546,000
Department 26 PARKS	701,037	591,773	589,396
Department 27 YOUTH DEVELOPMENT SERVICES	369,014	277,922	146,028
Department 28 STREET LIGHTING	220,780	310,000	335,000
Department 29 POOL	0	0	115,769
Department 32 POLICE	6,003,475	6,367,440	6,498,687
Department 33 FIRE	2,650,323	2,650,779	2,822,397
Department 34 LIBRARY	921,808	878,237	900,728
Department 35 HOUSING	343,139	376,103	386,121
Department 37 LANDFILL	37,324	51,718	47,051
Department 40 HUMAN RESOURCES/RECRUITMENT	504,642	545,811	644,296
Department 90 DEBT SERVICE	659,204	826,561	905,185
TOTAL	22,299,529	22,471,893	24,120,002

**GENERAL FUND
EXPENDITURES**



2018 - 2019
GENERAL FUND BUDGET
PERSONNEL SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
Department 11 LEGISLATIVE	109	110	213	
Department 12 ADMINISTRATION	605,914	616,623	599,378	
Department 13 ANIMAL CONTROL	189,639	189,894	200,405	
Department 14 CITY SECRETARY / FINANCE	0	0	373,551	
Department 16 MUNICIPAL BUILDING	29,198	30,785	33,057	
Department 17 MUNICIPAL COURT	65,714	66,333	69,545	
Department 20 MUNICIPAL DEVELOPMENT	692,306	788,965	814,311	
Department 21 ENGINEERING	441,468	448,265	465,556	
Department 22 STREETS	688,376	778,827	1,060,992	
Department 26 PARKS	380,452	403,393	445,350	
Department 27 YOUTH	201,634	221,213	112,954	
DEVELOPMENT SERVICES				
Department 29 POOL	0	0	86,969	
Department 32 POLICE	5,142,875	5,570,839	5,736,846	
Department 33 FIRE	2,377,611	2,432,879	2,606,425	
Department 34 LIBRARY	728,815	683,112	727,603	
Department 35 HOUSING	295,612	304,623	319,418	
Department 37 LANDFILL	11,272	28,053	30,201	
Department 40 HUMAN RESOURCES/RECRUITMENT	318,164	316,711	445,196	
TOTAL	12,169,158	12,880,625	14,127,970	

2018 - 2019
GENERAL FUND BUDGET
SUPPLY SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
Department 11 LEGISLATIVE	8,019	19,300	15,600	
Department 12 ADMINISTRATION	2,067	1,800	2,000	
Department 13 ANIMAL CONTROL	6,731	7,100	7,800	
Department 14 CITY SECRETARY / FINANCE	0	0	14,150	
Department 16 MUNICIPAL BUILDING	63,978	56,300	52,600	
Department 17 MUNICIPAL COURT	549	4,000	1,250	
Department 20 MUNICIPAL DEVELOPMENT	8,220	5,100	9,250	
Department 21 ENGINEERING	1,095	1,100	1,000	
Department 22 STREETS	83,959	87,800	86,000	
Department 26 PARKS	63,961	28,982	19,200	
Department 27 YOUTH DEVELOPMENT SERVICES	31,288	24,147	1,300	
Department 29 POOL	0	0	18,300	
Department 32 POLICE	61,007	76,166	55,845	
Department 33 FIRE	30,693	24,500	34,500	
Department 34 LIBRARY	50,174	57,000	45,575	
Department 35 HOUSING	4,566	5,060	5,060	
Department 37 LANDFILL	0	1,350	1,350	
Department 40 HUMAN RESOURCES/RECRUITMENT	30,300	46,000	45,500	
TOTAL	446,606	445,705	416,280	

2018 - 2019
GENERAL FUND BUDGET
MAINTENANCE SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
Department 11 LEGISLATIVE	18,713	11,500	5,000	
Department 12 ADMINISTRATION	14,840	26,300	12,000	
Department 13 ANIMAL CONTROL	26,178	24,100	10,250	
Department 14 CITY SECRETARY / FINANCE	0	0	100,814	
Department 16 MUNICIPAL BUILDING	211,338	216,400	110,000	
Department 17 MUNICIPAL COURT	25,529	30,800	15,000	
Department 20 MUNICIPAL DEVELOPMENT	42,331	36,500	30,000	
Department 21 ENGINEERING	26,783	23,200	20,000	
Department 22 STREETS	465,847	283,816	405,000	
Department 26 PARKS	47,627	46,900	43,950	
Department 27 YOUTH DEVELOPMENT SERVICES	16,321	13,992	9,000	
Department 28 STREET LIGHTING	0	0	10,000	
Department 29 POOL	0	0	10,000	
Department 32 POLICE	198,777	136,400	101,850	
Department 33 FIRE	110,433	76,800	56,000	
Department 34 LIBRARY	84,878	68,000	40,000	
Department 35 HOUSING	24,122	31,500	29,555	
Department 37 LANDFILL	22,257	9,250	9,000	
Department 40 HUMAN RESOURCES/RECRUITMENT	25,091	22,200	10,000	
TOTAL	1,361,065	1,057,659	1,027,419	

2018 - 2019
GENERAL FUND BUDGET
CONTRACTUAL / SERVICES SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
010 GENERAL FUND			
Department 11 LEGISLATIVE	3,197,530	3,352,727	3,402,333
Department 12 ADMINISTRATION	226,391	275,850	251,118
Department 13 ANIMAL CONTROL	47,136	35,520	36,121
Department 14 CITY SECRETARY / FINANCE	0	0	75,300
Department 15 LEGAL	368,849	423,000	423,000
Department 16 MUNICIPAL BUILDING	367,257	368,029	396,118
Department 17 MUNICIPAL COURT	58,119	54,550	56,350
Department 20 MUNICIPAL DEVELOPMENT	273,994	195,720	229,313
Department 21 ENGINEERING	69,144	53,995	59,054
Department 22 STREETS	682,510	446,240	739,915
Department 25 SANITATION	577,661	539,000	546,000
Department 26 PARKS	88,700	79,680	80,896
Department 27 YOUTH DEVELOPMENT SERVICES	9,119	17,645	22,774
Department 28 STREET LIGHTING	220,780	310,000	325,000
Department 29 POOL	0	0	500
Department 32 POLICE	590,097	584,035	604,146
Department 33 FIRE	131,586	116,600	125,472
Department 34 LIBRARY	57,941	70,125	87,550
Department 35 HOUSING	18,838	34,920	32,088
Department 37 LANDFILL	3,796	3,065	6,500
Department 40 HUMAN RESOURCES/RECRUITMENT	131,088	160,900	143,600
Department 90 DEBT SERVICE	659,204	826,561	905,185
TOTAL	7,779,741	7,948,162	8,548,333

2018 - 2019
GENERAL FUND BUDGET
CAPITAL SUMMARY

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget	2018 - 2019 Budget	
010 GENERAL FUND				
Department 11 LEGISLATIVE	4,687	0	0	
Department 20 MUNICIPAL DEVELOPMENT	193,279	86,000	0	
Department 22 STREETS	103,324	10,000	0	
Department 26 PARKS	120,299	32,818	0	
Department 27 YOUTH DEVELOPMENT SERVICES	110,652	925	0	
Department 32 POLICE	10,719	0	0	
Department 37 LANDFILL	0	10,000	0	
TOTAL	542,960	139,743	0	

2018 - 2019
GENERAL FUND BUDGET
CAPITAL SUMMARY

	2016 - 2017 Actual	2017 - 2018	2018 - 2019
	Budget	Estimated Year End	Budget
010 GENERAL FUND			
Department 11 LEGISLATIVE	4,687	0	0
Department 20 MUNICIPAL DEVELOPMENT	193,279	86,000	0
Department 22 STREETS	103,324	10,000	0
Department 26 PARKS	120,299	32,818	0
Department 27 YOUTH DEVELOPMENT SERVICES	110,652	925	0
Department 32 POLICE	10,719	0	0
Department 37 LANDFILL	0	10,000	0
TOTAL	542,960	139,743	0

Legislative

Mission Statement

The mission of the City Council of the City of Terrell, Texas, is to create pride by serving the community in a proactive manner and to enhance the quality of life through providing the highest level of services in the most efficient manner.

Description

The municipal government provided by the City of Terrell is known as the “Council-Manager” government. All powers of the City are vested in an elective City Council, which enact local legislation, adopt budget, determine policies and appoint the city manager. All powers of the City are exercised in the manner prescribed by the City Charter or by ordinance.



The Mayor is elected from the city at large and the voters in their respective districts elect the four (4) district Council Members. The Mayor Pro Tem and Deputy is a duly elected district Council Member who is chosen by a majority of the City Council at each regular meeting following each municipal election.

	2017 - 2018		
	2016 - 2017 Actual Budget	Estimated Year End Budget	2018 - 2019 Budget
Personnel	109	110	213
Supplies	8,019	19,300	15,600
Maintenance	18,713	11,500	5,000
Contractual	3,197,530	3,352,727	3,402,333
Capital	4,687	0	0

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
Expenses						
Department 11 LEGISLATIVE						
PERSONNEL SERVICES						
11-4112-00						
WORKMENS COMP		109	110	213		
	SUB-TOTAL	109	110	213		
SUPPLIES						
11-4201-00						
OFFICE SUPPLIES		1,639	1,500	1,100		
11-4204-00						
PRINTING		182	1,000	1,000		
11-4211-00						
FOOD & CONCESSION SUPPLIES		3,617	800	3,500		
11-4212-00						
ELECTION SUPPLIES		2,582	16,000	10,000		
	SUB-TOTAL	8,019	19,300	15,600		
MAINTENANCE						
11-4303-00						
WEB PAGE DESIGN AND						
DEVELOPMENT		9,571	3,500	0		
11-4304-00						
AUTOMATION (R)		9,142	8,000	5,000		
	SUB-TOTAL	18,713	11,500	5,000		
CONTRACTUAL/SERVICES						
11-4401-00						
AUDIT		63,555	45,000	45,000		
11-4402-00						
MEMBERSHIP & DUES		1,804	6,900	7,400		
11-4403-00						
ADVERTISING		5,799	7,000	7,000		
11-4404-00						
CONSULTANT FEES & SERVICES		9,244	10,000	10,000		
11-4405-00						
PROFESSIONAL DEVELOPMENT		840	0	5,000		

2018 - 2019
GENERAL FUND BUDGET

	2017 - 2018		
	2016 - 2017	Estimated Year	2018 - 2019
	Actual Budget	End Budget	Budget
010 GENERAL FUND			
11-4406-00			
BUSINESS DISTRICT FACADE			
GRANT	6,854	10,000	30,000
11-4407-00			
BUC-EE REBATE AGREEMENT	276,963	300,000	300,000
11-4408-00			
AUTOZONE CHP 380 REBATE	186,057	200,201	200,000
11-4410-00			
TERRELL CITIZEN UNIVERSITY	4,442	3,000	3,000
11-4411-00			
COMMUNICATIONS	21	96	0
11-4418-00			
TRAVEL & EDUCATION	7,665	6,500	6,500
11-4419-00			
TRAINING & PUBLICATIONS	3,236	400	400
11-4429-00			
RESIDENTIAL INCENTIVE			
PROGRAM	15,404	26,000	26,000
11-4440-00			
CONTRACT LABOR	300	0	0
11-4492-00			
STAR TRANSIT	41,973	20,851	21,851
11-4493-00			
LABOR FOR YOUR NEIGHBOR	1,531	2,700	2,700
11-4498-00			
CONTINGTENCY FUND	117,590	36,500	5,000
11-4587-00			
TERRELL ECONOMIC			
DEVELOPMENT	2,454,252	2,677,579	2,732,482
SUB-TOTAL	3,197,530	3,352,727	3,402,333
CAPITAL			
11-4505-00			
ACQUISITION OF PROPERTY	2,439	0	0
11-4507-00			
CHRISTMAS DECORATIONS	2,248	0	0
SUB-TOTAL	4,687	0	0
LEGISLATIVE TOTAL	3,229,058	3,383,637	3,423,146

Administration

Mission Statement

The Administrative Department's mission is to provide the City Council with the necessary information needed to conduct the affairs of the City, enforcing ordinances and laws of the City and State, review and supervise all department operations, review and update management policies and regulations of the City, and prepare and present the Annual Budget.

Description

The Administration Department is responsible for the administration of all activities of the City, appointment of department heads and employees, and making recommendations to the City Council on all matters concerning the City.

The Administration Department provides support to the Tax Increment Financing District Board of Directors and the Power Center Board of Directors and also works closely with the Terrell Economic Development Corporation to create and foster partnerships with local businesses, potential incoming businesses and developers, and other local government entities.

In order to promote community interaction and education, the Administration Department has developed a public information/public & media relations division that will eventually encompass social media as well.

The Administration Department manages the City's relationship with special districts, Texas Department of Transportation, North Texas Municipal Water District, Kaufman County, the Regional Transportation Council, North Central Texas Council of Governments, and the Terrell Independent School District. The Department strives to partner and work cooperatively with federal, state, and local partners for the betterment of the City of Terrell.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	605,914	616,623	599,378
Supplies	2,067	1,800	2,000
Maintenance	14,840	26,300	12,000
Contractual	226,391	275,850	251,118

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
Expenses						
Department 12 ADMINISTRATION						
PERSONNEL						
12-4101-00						
SUPERVISION	335,125	332,387	337,683			
12-4102-00						
CLERICAL	88,223	89,811	89,843			
12-4105-00						
OVERTIME	0	0	0			
	SUB-TOTAL	423,348	422,198	427,526		
PERSONNEL SERVICES						
12-4110-00						
SOCIAL SECURITY	34,946	32,298	32,706			
12-4111-00						
T M R S	97,739	99,832	70,713			
12-4112-00						
WORKMENS COMP	921	2,111	2,138			
12-4114-00						
GROUP HEALTH & DENTAL INS	48,959	60,184	66,295			
	SUB-TOTAL	182,566	194,425	171,852		
SUPPLIES						
12-4201-00						
OFFICE SUPPLIES	1,751	1,800	2,000			
12-4204-00						
PRINTING	316	0	0			
	SUB-TOTAL	2,067	1,800	2,000		
MAINTENANCE						
12-4304-00						
AUTOMATION (R)	14,840	26,300	12,000			
	SUB-TOTAL	14,840	26,300	12,000		
CONTRACTUAL/SERVICES						
12-4402-00						
MEMBERSHIP & DUES	4,486	3,500	1,500			
12-4404-00						

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year	End Budget	
010 GENERAL FUND				
SERVICES	3,000	10,000	10,000	
12-4405-00				
DOWNTOWN SPECIAL EVENTS	0	0	24,000	
12-4411-00				
COMMUNICATIONS	21,790	43,500	10,000	
12-4415-00				
INSURANCE	88,120	109,100	110,000	
12-4418-00				
TRAVEL & EDUCATION	2,145	2,000	2,000	
12-4424-00				
TAX COLLECTION CONTRACT (R)	104,099	105,000	90,000	
12-4440-00				
CONTRACT LABOR	0	0	0	
12-4450-00				
EQUIPMENT RENTAL (R)	2,750	2,750	3,618	
SUB-TOTAL	226,391	275,850	251,118	
ADMINISTRATION TOTAL	849,211	920,573	864,496	

Animal Shelter

Mission Statement

The mission of the Animal Control Department is to improve the quality of life in Terrell for our citizens, as well as our animals. Personnel with the department work with our citizen to timely respond to animal control issues and our focus is on the timely enforcement of city policies intended to preserve the environment, while humanely managing the animal population in the city limits of Terrell.

Description

The Animal Shelter is the responsibility of the Director of the Police Department. The purpose of the shelter is the protection of animals, as well as citizens, through enforcement of city ordinances, ensuring animals are licensed and provided with required vaccinations against disease.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	189,639	189,894	200,405
Supplies	6,731	7,100	7,800
Maintenance	26,178	24,100	10,250
Contractual	47,136	35,520	36,121

2018 - 2019
GENERAL FUND BUDGET

	2017 - 2018		
	2016 - 2017	Estimated Year	2018 - 2019
	Actual Budget	End Budget	Budget
010 GENERAL FUND			
Expenses			
Department 13 ANIMAL CONTROL			
PERSONNEL			
13-4101-00			
SUPERVISION	43,585	43,267	44,370
13-4102-00			
CLERICAL	33,786	33,991	35,254
13-4103-00			
LABOR	37,783	35,692	37,976
13-4105-00			
OVERTIME	373	2,000	2,000
SUB-TOTAL	115,527	114,950	119,600
PERSONNEL SERVICES			
13-4110-00			
SOCIAL SECURITY	10,665	8,794	9,149
13-4111-00			
T M R S	19,437	19,013	19,782
13-4112-00			
WORKMENS COMP	1,521	3,526	3,676
13-4114-00			
GROUP HEALTH & DENTAL INS	42,490	43,611	48,198
SUB-TOTAL	74,113	74,944	80,805
SUPPLIES			
13-4201-00			
OFFICE SUPPLIES	1,096	1,000	1,500
13-4206-00			
MINOR TOOLS & APPARATUS	2,470	2,800	3,000
13-4211-00			
FOOD AND OR CONCESSION			
SUPPLIES	2,749	2,800	2,800
13-4221-00			
UNIFORM PURCHASES	417	500	500
SUB-TOTAL	6,731	7,100	7,800

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
MAINTENANCE						
13-4304-00						
AUTOMATION (R)	25,248	23,800	10,000			
13-4306-00						
MAINTENANCE TRAPS	930	300	250			
SUB-TOTAL	26,178	24,100	10,250			
CONTRACTUAL/SERVICES						
13-4402-00						
MEMBERSHIP & DUES	150	0	0			
13-4404-00						
VETERINARY SERVICES						
IMPOUNDED ANIMAL	17,599	8,000	8,000			
13-4411-00						
COMMUNICATIONS	15,084	11,700	9,000			
13-4418-00						
TRAVEL & EDUCATION	-45	1,500	500			
13-4430-00						
UTILITIES	878	850	900			
13-4450-00						
EQUIPMENT RENTAL(R)	13,470	13,470	17,721			
SUB-TOTAL	47,136	35,520	36,121			
ANIMAL CONTROL TOTAL	269,685	256,614	254,576			

City Secretary / Finance Department

Mission

The City Secretary/Finance Department's mission is to ensure that all city records are adequately preserved; hold all municipal elections; account for all monies received by the city and prepare the monthly financial report; record and report all financial transactions, assist the preparation of the annual budget and annual audit and prepare special reports for the City Manager and City Council; strive to maintain investments at the highest possible levels; strive to serve customers in an efficient and professional manner; and any other administrative or clerical duties as prescribed by the City Council and/ or the City Manager.

Description

The City Secretary's Office is custodian of official records for the City. The City Secretary is responsible for attending and keeping minutes of Council meetings and maintaining records of all official Council actions. These include, but are not limited to, City codes, ordinances, resolutions and public hearings. The City Secretary is also responsible for conducting all City elections, processing solicitors and public amusement permits and receiving, processing and tracking all claims and lawsuits filed against the City. The Records Management Program is under the direction of the City Secretary. This department is responsible for the implementation and maintenance of the program including records retention schedules, destruction of outdated records, micro-graphics and the operation of the Records Storage Center.

In the capacity of the Finance Director for the City, duties include, but are not limited to: preparing and administering the departmental budget and projecting funds needed for staffing and service delivery. Performing a variety of technical tasks associated with the City's accounts payable/receivable, purchasing, utility billing, and internal auditing functions; ensure quality control; develop and enforce policies and; guidelines; review purchase orders; assist the Purchasing Agent as needed. The Finance Director oversees and directs the work of the Municipal Court and serves as the Alternate Municipal Court Judge. The Finance Director supervises and directs the work of the Information and Technology Department.

The Finance Director supervises and participates in the development and administration of the City budget; direct the forecast of funds needed for staffing equipment, materials, and supplies, monitor and approve expenditures; implement mid-year adjustments, directs the City's cash management program; monitors liquidity and yield; coordinates annual outside audits and assists in publishing final reports; provides to the City Council, City Manager, and other department heads financial statements and reports requested and required by Charter, works with the city external auditors to prepare a comprehensive annual financial report and assists the City Manager by working on any special projects assigned and performs related work as required.



	2017 - 2018		2018 - 2019 Budget
	2016 - 2017 Actual Budget	Estimated Year End Budget	
Personnel	0	0	373,551
Supplies	0	0	14,150
Maintenance	0	0	100,814
Contractual	0	0	75,300

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 14 CITY SECRETARY / FINANCE						
PERSONNEL						
14-4101-00						
SUPERVISION	0	0	113,177			
14-4102-00						
CLERICAL	0	0	131,352			
14-4105-00						
OVERTIME	0	0	3,000			
SUB-TOTAL	0	0	247,529			
PERSONNEL SERVICES						
14-4110-00						
SOCIAL SECUIRTY	0	0	18,936			
14-4111-00						
TMRS	0	0	40,941			
14-4112-00						
WORKERS COMP	0	0	1,223			
14-4114-00						
GROUP HEALTH & DENTAL	0	0	64,922			
SUB-TOTAL	0	0	126,022			
SUPPLIES						
14-4201-00						
OFFICE SUPPLIES	0	0	10,640			
14-4204-00						
PRINTING	0	0	960			
14-4211-00						
FOOD AND/OR CONCESSION						
SUPPLIES	0	0	1,500			
14-4214-00						
POSTAGE	0	0	1,050			
SUB-TOTAL	0	0	14,150			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year	End Budget	
010 GENERAL FUND				
MAINTENANCE				
14-4304-00				
AUTOMATION (R)	0	0	100,814	
SUB-TOTAL	0	0	100,814	
CONTRACTUAL/SERVICES				
14-4402-00				
MEMBERSHIP & DUES	0	0	500	
14-4411-00				
COMMUNICATIONS	0	0	24,800	
14-4418-00				
TRAVEL & EDUCATION	0	0	3,500	
14-4419-00				
TRAINING & PUBLICATIONS	0	0	500	
14-4440-00				
CONTRACT LABOR	0	0	46,000	
SUB-TOTAL	0	0	75,300	
CITY SECRETARY / FINANCE				
TOTAL	0	0	563,815	

Legal

Mission Statement

The Legal Department's mission is to provide legal services to the City Council, City Manager, and staff. As requested.

Description

The Legal Department provides appropriate legal services to the City Council, City Manager, and staff as requested. The City Attorney in the prosecution of Class C Misdemeanors serves the Municipal Court.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Contractual	368,849	423,000	423,000

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
Expenses						
Department 15 LEGAL						
CONTRACTUAL/SERVICES						
15-4404-00						
CONSULTANT FEES & SERVICES	41,793	100,000	100,000			
15-4405-00						
ATTORNEY FEES	323,385	323,000	323,000			
15-4418-00						
TRAVEL & EDUCATION	3,222	0	0			
15-4419-00						
TRAINING & PUBLICATION	450	0	0			
SUB-TOTAL	368,849	423,000	423,000			
LEGAL TOTAL	368,849	423,000	423,000			

Municipal Building Maintenance

Mission Statement

The Municipal Building Maintenance strives to provide City facilities with the necessary services to maintain a clean and safe atmosphere to work.

Description

The Municipal Building Maintenance Department is responsible for the cleaning and maintaining of the following facilities:

1. Terrell Municipal Library
2. Terrell Municipal Building
3. Terrell Community Service Center
4. Fire Station #2
5. Ben Gill Park Restroom Facilities
6. Breezy Hill Restroom Facilities
7. Police Department



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	29,198	30,785	33,057
Supplies	63,978	56,300	52,600
Maintenance	211,338	216,400	110,000
Contractual	367,257	368,029	396,118

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 16 MUNICIPAL BUILDING						
PERSONNEL						
16-4104-00						
TEMPORARY	13,028	12,990	13,573			
SUB-TOTAL	13,028	12,990	13,573			
PERSONNEL SERVICES						
16-4110-00						
SOCIAL SECURITY	1,204	994	1,038			
16-4111-00						
T M R S	2,193	2,148	2,245			
16-4112-00						
WORKMENS COMP	275	649	679			
16-4114-00						
GROUP HEALTH & DENTAL INS	12,498	14,004	15,522			
SUB-TOTAL	16,169	17,795	19,484			
SUPPLIES						
Expenses						
16-4201-00						
OFFICE SUPPLIES	7,003	8,000	6,000			
16-4201-01						
SUPPLIES POLICE FACILITY	2,446	2,500	2,500			
16-4204-00						
PRINTING	13,499	0	0			
16-4206-00						
MINOR TOOLS & APPARATUS	485	100	0			
16-4214-00						
POSTAGE	38,404	45,000	42,000			
16-4220-00						
UNIFORM RENTAL & LAUNDRY	2,140	700	2,100			
SUB-TOTAL	63,978	56,300	52,600			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
MAINTENANCE						
16-4302-00						
FURNITURE & FIXTURES	1,179	500	0			
16-4304-00						
AUTOMATION (R)	13,671	15,900	10,000			
16-4320-00						
BUILDINGS	196,489	200,000	100,000			
SUB-TOTAL	211,338	216,400	110,000			
CONTRACTUAL/SERVICES						
16-4411-00						
COMMUNICATIONS	22,063	17,100	15,000			
16-4430-00						
UTILITIES	267,013	275,000	275,000			
16-4440-00						
CONTRACT LABOR	8,304	5,000	17,500			
16-4440-01						
MOWING	22,788	24,000	35,000			
16-4440-02						
SERVICE	44,339	44,179	50,000			
16-4450-00						
EQUIPMENT RENTAL(R)	2,750	2,750	3,618			
SUB-TOTAL	367,257	368,029	396,118			
MUNICIPAL BUILDING TOTAL	671,771	671,514	591,775			

Municipal Court

Mission Statement

The Municipal Court's mission is to provide a service for the handling of all alleged violations of city ordinances and misdemeanor violations and to assist defendants with their rights and duties for a fair and impartial trial.

Description

Responsible for handling all alleged traffic and misdemeanor violations by assisting defendants in obtaining copies of complaints, statutes, or city ordinances and explaining why they were charged with offenses; scheduling cases for hearings; notification to all witnesses, jurors and defendants of court dates and times by summons or subpoena and compiling statistical data for the city as well as the Texas Municipal Judicial Council and State Comptroller.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	65,714	66,333	69,545
Supplies	549	4,000	1,250
Maintenance	25,529	30,800	15,000
Contractual	58,119	54,550	56,350

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
Expenses						
Department 17 MUNICIPAL COURT						
PERSONNEL						
Expenses						
17-4102-00						
CLERICAL	38,243	38,546	39,897			
17-4105-00						
OVERTIME	3,690	3,000	3,000			
	SUB-TOTAL	41,933	41,546	42,897		
PERSONNEL SERVICES						
17-4110-00						
SOCIAL SECURITY	3,861	3,178	3,282			
17-4111-00						
T M R S	7,061	6,872	7,095			
17-4112-00						
WORKMENS COMP	82	193	199			
17-4114-00						
GROUP HEALTH & DENTAL INS	12,776	14,544	16,072			
	SUB-TOTAL	23,781	24,787	26,648		
SUPPLIES						
17-4201-00						
OFFICE SUPPLIES	549	4,000	1,000			
17-4204-00						
PRINTING	0	0	250			
	SUB-TOTAL	549	4,000	1,250		
MAINTENANCE						
17-4304-00						
AUTOMATION (R)	25,529	30,800	15,000			
	SUB-TOTAL	25,529	30,800	15,000		

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
CONTRACTUAL/SERVICES						
17-4411-00						
COMMUNICATIONS	7,769	8,800	3,500			
17-4418-00						
TRAVEL & EDUCATION	1,352	750	750			
17-4440-00						
CONTRACT LABOR	48,999	45,000	52,000			
17-4452-00						
JURY SERVICES	0	0	100			
	SUB-TOTAL	58,119	54,550	56,350		
	MUNICIPAL COURT TOTAL	149,910	155,683	142,145		

Municipal Development

Mission Statement

To provide the development community, business owners, and citizens of Terrell with the highest level of customer service and the best possible protection of life, health and property; and to create value within the community by helping promote neighborhood revitalization through safe and solid growth in housing, new business, jobs, and business.

Description

The Municipal Development Department manages the Comprehensive plan review process and is responsible for assisting developers, builders, businesses and property owners through the planning/zoning and building permitting processes including zoning changes, platting, plan review for new and renovation of structures, performing field inspections in regards to building, plumbing, mechanical, electrical, and sign permits; providing code enforcement for zoning, rental housing, substandard buildings, high weeds and grass, junk and debris and junk vehicles. Under direction of the City Manager, assists with the coordination of the Planning & Zoning Commission, Zoning Board of Adjustments, and Building Standards Commission.



	2017 - 2018		2018 - 2019 Budget
	2016 - 2017 Actual Budget	Estimated Year End Budget	
Personnel	692,306	788,965	814,311
Supplies	8,220	5,100	9,250
Maintenance	42,331	36,500	30,000
Contractual	273,994	195,720	229,313
Capital	193,279	86,000	0

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 20 MUNICIPAL DEVELOPMENT						
PERSONNEL						
20-4101-00						
SUPERVISION	116,355	119,463	126,679			
20-4102-00						
CLERICAL	63,929	71,574	85,209			
20-4103-00						
LABOR	275,466	319,016	306,534			
20-4104-00						
TEMPORARY	0	6,240	6,240			
20-4105-00						
OVERTIME	4,107	10,000	10,000			
	SUB-TOTAL	459,857	526,293	534,662		
PERSONNEL SERVICES						
20-4110-00						
SOCIAL SECURITY	42,502	39,338	40,902			
20-4111-00						
T M R S	71,688	86,017	87,401			
20-4112-00						
WORKMENS COMP	2,154	5,201	5,509			
20-4114-00						
GROUP HEALTH & DENTAL INS	116,106	132,116	145,837			
	SUB-TOTAL	232,449	262,672	279,649		
SUPPLIES						
20-4201-00						
OFFICE SUPPLIES	2,553	1,100	1,500			
20-4204-00						
PRINTING	1,999	1,000	500			
20-4206-00						
MINOR TOOLS	0	0	250			
20-4220-00						
UNIFORM RENTAL & LAUNDRY	3,668	3,000	7,000			
	SUB-TOTAL	8,220	5,100	9,250		

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		2018 - 2019		
		2016 - 2017	Estimated Year			
		Actual Budget	End Budget			
010 GENERAL FUND						
MAINTENANCE						
20-4304-00						
AUTOMATION (R)	42,331	36,500	30,000			
SUB-TOTAL	42,331	36,500	30,000			
CONTRACTUAL/SERVICES						
20-4402-00						
MEMBERSHIP & DUES	1,942	2,500	1,500			
20-4403-00						
ADVERTISING	1,649	1,750	1,750			
20-4404-00						
CONSULTANT FEES & SERVICES	54,723	11,000	10,000			
20-4407-00						
RECORDING	9,481	10,000	10,000			
20-4411-00						
COMMUNICATIONS	27,067	21,700	20,000			
20-4418-00						
TRAVEL & EDUCATION	5,138	10,000	7,000			
20-4419-00						
TRAINING & PUBLICATION	1,564	500	1,000			
20-4440-00						
CONTRACT LABOR	11,980	15,000	15,000			
20-4440-01						
HEALTH INSPECTIONS	43,172	42,500	45,000			
20-4441-00						
CONTRACT MOWING	3,753	2,500	3,000			
20-4442-00						
CONTRACT BRUSH REMOVAL	2,500	3,500	3,000			
20-4450-00						
EQUIPMENT RENTAL(R)	16,770	16,770	22,063			
20-4480-00						
DEMOLITION&CLEAN UP	94,256	58,000	90,000			
SUB-TOTAL	273,994	195,720	229,313			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
CAPITAL						
20-4502-00						
COMPREHENSIVE PLAN UPDATE	193,279	86,000	0			
SUB-TOTAL	193,279	86,000	0			
MUNICIPAL DEVELOPMENT						
TOTAL	1,210,130	1,112,285	1,082,874			

Engineering

Mission Statement

The Engineering Department's mission is to provide support to the Administration and other departments in engineering, planning and technical matters that lie within the staff's experience and capabilities.

Description

The Engineering Department is responsible for planning, surveying, estimating, mapping, construction drawing, materials and work specification, bidding and contract document preparation, construction inspection, coordination with other agencies/utilities, measurement and payment calculation in support of streets and drainage, water and sewer operations, and capital improvement programming. The department is also responsible for plat and subdivision records maintenance. This department conducts traffic safety review of all motor vehicle accident reports, traffic control device justification studies and plans or layout, traffic counts, records maintenance and makes recommendations to Administration and/or TxDot.; and Floodplain coordinator, development review and permitting, map maintenance and public information.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	441,468	448,265	465,556
Supplies	1,095	1,100	1,000
Maintenance	26,783	23,200	20,000
Contractual	69,144	53,995	59,054

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
Expenses						
Department 21 ENGINEERING						
PERSONNEL						
21-4101-00						
SUPERVISION	116,771	117,716	121,796			
21-4103-00						
LABOR	191,047	192,945	197,775			
SUB-TOTAL	307,818	310,661	319,571			
PERSONNEL SERVICES						
21-4110-00						
SOCIAL SECURITY	27,176	23,766	24,447			
21-4111-00						
T M R S	52,982	51,383	52,857			
21-4112-00						
WORKMENS COMP	1,297	3,107	3,196			
21-4114-00						
GROUP HEALTH & DENTAL INS	52,195	59,348	65,485			
SUB-TOTAL	133,650	137,604	145,985			
SUPPLIES						
21-4201-00						
OFFICE SUPPLIES	1,095	1,000	1,000			
21-4206-00						
MINOR TOOLS & APPARATUS	0	100	0			
SUB-TOTAL	1,095	1,100	1,000			
MAINTENANCE						
21-4304-00						
AUTOMATION (R)	26,783	23,200	20,000			
SUB-TOTAL	26,783	23,200	20,000			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
CONTRACTUAL/SERVICES						
21-4402-00						
MEMBERSHIP & DUES	241	300	300			
21-4403-00						
ADVERTISING	385	500	500			
21-4404-00						
CONSULTANT FEES & SERVICES	22,076	19,000	20,000			
21-4411-00						
COMMUNICATIONS	21,590	15,800	15,000			
21-4418-00						
TRAVEL & EDUCATION	4,380	3,000	3,000			
21-4440-00						
CONTRACT LABOR	5,078	0	0			
21-4450-00						
EQUIPMENT RENTAL(R)	15,395	15,395	20,254			
SUB-TOTAL	69,144	53,995	59,054			
ENGINEERING TOTAL	538,490	526,560	545,610			

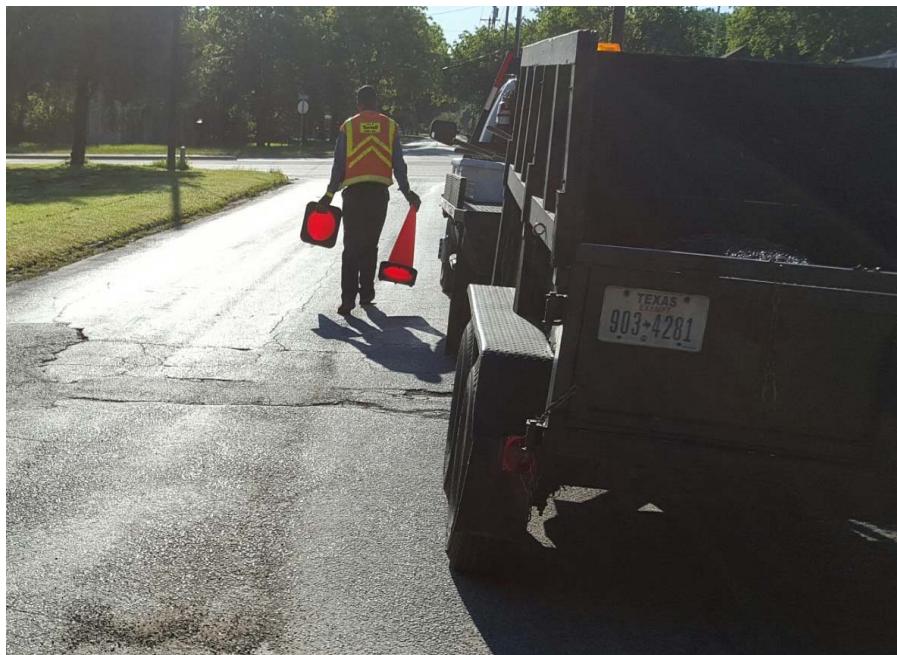
Streets

Mission Statement

To provide maintenance for streets and drainage areas; maintain and install traffic signs and street signs; perform construction jobs as needed and to respond to citizens complaints relative to streets and drainage problems.

Description

Responsible for repair of streets; motor grading unpaved streets; street sweeping; truck hauling (dirt, sand, gravel, asphalt, equipment); special pickup and public nuisance removal and weed control.



	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
Personnel	688,376	778,827		1,060,992
Supplies	83,959	87,800		86,000
Maintenance	465,847	283,816		405,000
Contractual	682,510	446,240		739,915
Capital	103,324	10,000		0

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 22 STREETS						
PERSONNEL						
22-4101-00						
SUPERVISION	171,546	171,256	183,530			
22-4102-00						
CLERICAL	57,359	75,023	78,698			
22-4103-00						
LABOR	211,467	213,873	359,804			
22-4104-00						
TEMPORARY	0	0	0			
22-4105-00						
OVERTIME	10,301	15,000	15,000			
	SUB-TOTAL	450,673	475,152	637,032		
PERSONNEL SERVICES						
22-4110-00						
SOCIAL SECURITY	42,147	36,349	48,733			
22-4111-00						
T M R S	75,693	78,590	105,365			
22-4112-00						
WORKMENS COMP	16,961	42,739	60,160			
22-4114-00						
GROUP HEALTH & DENTAL INS	102,901	145,997	209,702			
	SUB-TOTAL	237,702	303,675	423,960		
SUPPLIES						
22-4201-00						
OFFICE & MISC SUPPLIES	2,893	1,000	2,000			
22-4206-00						
MINOR TOOLS & APPARATUS	3,539	2,000	2,500			
22-4220-00						
UNIFORM RENTAL & LAUNDRY	10,561	11,000	11,000			
22-4223-00						
PROTECTIVE CLOTHING	2,500	1,600	2,000			

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		
		2016 - 2017	Estimated Year	2018 - 2019
		Actual Budget	End Budget	Budget
010 GENERAL FUND				
22-4240-00				
CHEMICALS	16,823	14,000	14,000	
22-4260-00				
CONCRETE	12	200	500	
22-4261-00				
CONCRETE CULVERTS	2,257	6,000	6,000	
22-4270-00				
ROCK	10,193	14,000	10,000	
22-4271-00				
ASPHALT	20,781	19,000	22,000	
22-4272-00				
DIRT	0	0	0	
22-4273-00				
SAND	1,371	1,000	1,000	
22-4280-00				
SIGN MAINTENANCE	13,028	18,000	15,000	
SUB-TOTAL	83,959	87,800	86,000	
MAINTENANCE				
22-4304-00				
AUTOMATION (R)	25,169	25,200	45,000	
22-4339-00				
DOWNTOWN FIXTURES	6,518	43,616	10,000	
22-4340-00				
STREET MAINTENANCE ASHPALT	305,988	110,000	250,000	
22-4341-00				
STREET MAINTENANCE				
CONCRETE	104,123	75,000	75,000	
22-4342-00				
SIDEWALK REPAIRS AND				
MAINTENANCE	24,050	30,000	25,000	
SUB-TOTAL	465,847	283,816	405,000	
CONTRACTUAL/SERVICES				
22-4402-00				
MEMBERSHIP & DUES	0	0	500	
22-4403-00				
ADVERTISING	0	2,000	2,000	

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		2018 - 2019
		2016 - 2017	Estimated Year	
	Actual Budget	End Budget		
010 GENERAL FUND				
22-4404-00				
CONSULTANT FEES & SERVICES	100,383		30,000	30,000
22-4404-01				
CONSULTANT FOR SAFE ROUTES				
TO SCHOOLS	7,840		0	0
22-4405-00				
PAVEMENT MANAGEMENT				
CRACK SEAL	2,800		25,000	25,000
22-4406-00				
FEMA CITY COST SHARE	190,000		0	0
22-4409-00				
STRIPPING AND MARKING	945		10,000	10,000
22-4410-00				
RR-SIGNAL MAINTENANCE	9,375		9,500	9,500
22-4411-00				
COMMUNICATIONS	20,198		15,400	23,000
22-4412-00				
UPRR BEAUTIFICATION				
PROGRAM	15,000		15,000	15,000
22-4412-01				
UPRR SOUTH ALLEY LEASE	0		15,000	15,000
22-4413-00				
R.O.W. MOWING	101,183		100,000	20,000
22-4413-01				
TX DOT R.O.W. MOWING	32,725		0	100,000
22-4415-00				
DOWNTOWN SPECIAL EVENTS	0		12,000	0
22-4417-00				
LAND LEASE PAYMENTS	5,500		5,500	8,000
22-4418-00				
TRAVEL & EDUCATION	791		1,000	1,500
22-4440-00				
CONTRACT LABOR	20,929		31,000	30,000
22-4450-00				
EQUIPMENT RENTAL(R)	174,840		174,840	450,415
SUB-TOTAL	682,510		446,240	739,915

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
CAPITAL						
22-4502-00						
PAVEMENT DATA COLLECTION	3,931	10,000	0			
22-4509-00						
ROADWAY MONUMENT	99,054	0	0			
22-4510-00						
1610A ROADWAY PROJECT						
ENGINEERING	339	0	0			
SUB-TOTAL	103,324	10,000	0			
STREETS TOTAL	2,024,015	1,606,683	2,291,907			

Sanitation

Mission Statement

The Sanitation Department's mission is to ensure that all refuse applicable to the contract with the refuse contractor is picked up and disposed of in a timely manner.

Description

The Sanitation department is a function of Public Works and is responsible for the collection and disposal of solid waste for residential and commercial customers.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Contractual	577,661	539,000	546,000

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017	2017 - 2018		2018 - 2019		
		Actual Budget	Estimated Year			
010 GENERAL FUND						
Expenses						
Department 25 SANITATION						
CONTRACTUAL/SERVICES						
25-4492-00						
CONTRACT FOR REFUSE						
COLLECTION	512,168	485,000	485,000			
25-4493-00						
CONTAINER SERVICE	38,108	27,000	31,000			
25-4495-00						
KAUFMAN COUNTY SOLID						
WASTE MANAGEMENT	27,386	27,000	30,000			
SUB-TOTAL	577,661	539,000	546,000			
SANITATION TOTAL	577,661	539,000	546,000			

Parks

Mission Statement

The Park Department's mission is to provide maintenance and operation of park and open space sites. Provide leisure facilities and activities for all residents and visitors to the community.

Description

The Park Department is responsible for the maintenance of five (5) parks (175 acres) including baseball/softball fields, nine (9) soccer fields and one (1) youth football field, mowing city-owned property and assist with building maintenance and special events.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	380,452	403,393	445,350
Supplies	63,961	28,982	19,200
Maintenance	47,627	46,900	43,950
Contractual	88,700	79,680	80,896
Capital	120,299	32,818	0

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 26 PARKS						
PERSONNEL						
26-4101-00						
SUPERVISION	42,716	50,794	52,065			
26-4103-00						
LABOR	190,365	180,832	204,990			
26-4105-00						
OVERTIME	4,568	15,000	15,000			
	SUB-TOTAL	237,648	246,626	272,055		
PERSONNEL SERVICES						
26-4110-00						
SOCIAL SECURITY	21,822	18,867	20,812			
26-4111-00						
T M R S	40,011	40,792	44,998			
26-4112-00						
WORKMENS COMP	4,274	9,844	10,925			
26-4114-00						
GROUP HEALTH & DENTAL INS	76,696	87,264	96,560			
	SUB-TOTAL	142,803	156,767	173,295		
SUPPLIES						
26-4201-00						
OFFICE SUPPLIES	1,954	1,500	1,500			
26-4206-00						
MINOR TOOLS & APPARATUS	1,200	2,000	2,200			
26-4206-01						
LEAGUE EQUIPMENT	47,285	7,082	7,000			
26-4220-00						
UNIFORM RENTAL & LAUNDRY	4,783	2,400	2,400			
26-4223-00						
PROTECTIVE CLOTHING	992	1,000	600			
26-4240-00						
CHEMICALS	1,088	5,000	1,000			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	Estimated Year End Budget	2017 - 2018		2018 - 2019 Budget
010 GENERAL FUND					
26-4272-00					
BALL FIELD CLAY	6,643	8,000		4,000	
26-4273-00					
SAND	16	2,000		500	
	SUB-TOTAL	63,961	28,982	19,200	
MAINTENANCE					
26-4304-00					
AUTOMATION (R)	17,754	18,800		15,200	
26-4305-00					
OUTSIDE FURNITURE & FIXTURES	0	1,600		250	
26-4320-00					
BUILDINGS	4,791	9,000		4,500	
26-4321-00					
ATHLETIC FIELDS	20,921	13,000		15,000	
26-4323-00					
PARK STRUCTURE					
MAINTENANCE	4,161	4,000		4,000	
26-4391-00					
TENNIS COURT	0	500		5,000	
	SUB-TOTAL	47,627	46,900	43,950	
CONTRACTUAL/SERVICES					
26-4411-00					
COMMUNICATIONS	16,510	12,700		11,000	
26-4414-00					
EQUIPMENT RENTAL	0	600		600	
26-4418-00					
TRAVEL & EDUCATION	1,157	500		500	
26-4440-00					
CONTRACT LABOR	20,624	15,000		2,000	
26-4450-00					
EQUIPMENT RENTAL(R)	49,480	49,480		65,096	
26-4470-00					
LANDSCAPE SERVICES	563	1,200		1,200	

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
26-4480-00				
PARK MEMORIALS	366	200	500	
SUB-TOTAL	88,700	79,680	80,896	
CAPITAL				
26-4501-00				
PARK MASTER PLAN	92,997	32,818	0	
26-4502-00				
SOFTWARE ACTIVE NET	23,400	0	0	
26-4503-00				
REPLACE FENCING	3,902	0	0	
SUB-TOTAL	120,299	32,818	0	
PARKS TOTAL	701,037	591,773	589,396	

Youth Development Services

Mission Statement

The Recreation Services Department's mission is to provide youth recreation opportunities in Terrell, including aquatic programs, City-ISD youth sports leagues and coordination with private youth athletic associations.

Description

The City and the ISD have an inter-local agreement providing for cooperative youth sports programs. These will begin to ramp up in FY17 and are expected to provide a variety of new youth athletic opportunities. The goal of this effort is to prepare kids at a young age for excellence in sports and good character in life.

The Swimming Pool Department is open for public use and swimming lessons. The personnel maintain the chemical balance in pool, schedule for lifeguards and maintain the equipment necessary to provide a safe environment for citizens. This department coordinates with Red Cross and other groups and programs. During the seasons, the pool is available for private parties.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	201,634	221,213	112,954
Supplies	31,288	24,147	1,300
Maintenance	16,321	13,992	9,000
Contractual	9,119	17,645	22,774
Capital	110,652	925	0

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		2018 - 2019		
		2016 - 2017		Estimated Year End Budget		
		Actual Budget	Budget			
010 GENERAL FUND						
Expenses						
Department 27 YOUTH DEVELOPMENT SERVICES						
PERSONNEL						
27-4101-00						
SUPERVISION	106,882	78,519	81,900			
27-4103-00						
LABOR	51,146	60,000	0			
27-4104-00						
TEMPORARY	0	24,031	0			
	SUB-TOTAL	158,027	162,550	81,900		
PERSONNEL SERVICES						
27-4110-00						
SOCIAL SECURITY	14,844	7,567	6,265			
27-4111-00						
T M R S	12,759	16,360	13,546			
27-4112-00						
WORKMENS COMP	2,906	5,888	3,482			
27-4114-00						
GROUP HEALTH & DENTAL INS	13,098	28,848	7,761			
	SUB-TOTAL	43,606	58,663	31,054		
SUPPLIES						
27-4201-00						
OFFICE SUPPLIES	3,449	1,000	1,000			
27-4201-01						
SUPPLIES - ATHLETIC	1,050	1,418	0			
27-4206-00						
MINOR TOOLS & APPARATUS	3,425	229	100			
27-4221-00						
UNIFORMS PURCHASE	3,305	1,500	200			
27-4240-00						
CHEMICALS	17,837	20,000	0			
27-4290-00						
OTHER SUPPLIES	2,222	0	0			
	SUB-TOTAL	31,288	24,147	1,300		

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
MAINTENANCE						
27-4304-00						
AUTOMATION (R)	9,699	11,000	9,000			
27-4322-00						
SWIMMING POOL	6,623	2,992	0			
SUB-TOTAL	16,321	13,992	9,000			
CONTRACTUAL/SERVICES						
27-4411-00						
COMMUNICATIONS	5,944	3,775	5,500			
27-4418-00						
TRAVEL & EDUCATION	3,175	1,500	1,000			
27-4450-00						
EQUIPMENT RENTAL (R)	0	12,370	16,274			
SUB-TOTAL	9,119	17,645	22,774			
CAPITAL						
27-4501-00						
PUMP/EQUIPMENT ROOM	31,364	0	0			
27-4502-00						
RESURFACE POOL DECK	35,277	925	0			
27-4503-00						
REPLACE FENCE AT POOL	30,933	0	0			
27-4504-00						
REPLACE CHLORINE SYSTEM	4,901	0	0			
27-4509-00						
POOL REPAIRS	8,178	0	0			
SUB-TOTAL	110,652	925	0			
YOUTH DEVELOPMENT						
SERVICES TOTAL	369,014	277,922	146,028			

Street Lighting

Mission Statement

The Street Lighting Department's mission is to ensure that all streetlights are functional and provide the proper lighting for the citizens and visitors of Terrell.

Description

The Street Lighting Department is responsible for the public lighting for the City of Terrell.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Maintenance	0	0	10,000
Contractual	220,780	310,000	325,000

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017	2017 - 2018		2018 - 2019		
		Actual Budget	Estimated Year			
010 GENERAL FUND						
Expenses						
Department 28 STREET LIGHTING						
MAINTENANCE						
28-4339-00						
STREET LIGHT MAINTENANCE		0	0	10,000		
SUB-TOTAL		0	0	10,000		
CONTRACTUAL/SERVICES						
28-4433-00						
LIGHT & POWER		220,780	310,000	325,000		
SUB-TOTAL		220,780	310,000	325,000		
STREET LIGHTING TOTAL		220,780	310,000	335,000		

Swimming Pool

Mission Statement

The Swimming Pool Department's mission is to provide a pleasant aquatic experience for all residents as well as visitors to our community.

Description

The Swimming Pool Department is open for public use and swimming lessons. The personnel maintain the chemical balance in pool, schedule for lifeguards and maintain the equipment necessary to provide a safe environment for citizens. This department coordinates with Red Cross and other groups and programs. During the seasons, the pool is available for private parties.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	0	0	86,969
Supplies	0	0	18,300
Maintenance	0	0	10,000
Contractual	0	0	500

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
Expenses						
Department 29 POOL						
PERSONNEL						
29-4104-00						
TEMPORARY	0	0	67,761			
SUB-TOTAL	0	0	67,761			
PERSONNEL SERVICES						
29-4110-00						
SOCIAL SECURITY	0	0	5,184			
29-4111-00						
T M R S			3,383			
29-4112-00						
WORKMAN'S COMP	0	0	2,880			
29-4114-00						
GROUP HEALTH & DENTAL INS	0	0	7,761			
SUB-TOTAL	0	0	19,208			
SUPPLIES						
29-4201-00						
OFFICE SUPPLIES	0	0	400			
29-4206-00						
MINOR TOOLS & APPARATUS	0	0	100			
29-4221-00						
UNIFORMS PURCHASE	0	0	800			
29-4240-00						
CHEMICALS	0	0	17,000			
SUB-TOTAL	0	0	18,300			
MAINTENANCE						
29-4322-00						
SWIMMING POOL	0	0	10,000			
SUB-TOTAL	0	0	10,000			
CONTRACTUAL/SERVICES						
29-4411-00						
COMMUNICATIONS	0	0	500			
SUB-TOTAL	0	0	500			
POOL TOTAL	0	0	115,769			

Terrell Police Department

Mission Statement

Our mission is to protect lives and property, safeguard individual rights and liberties, reduce crime and increase safety by providing quality customer service and professional and responsibly aggressive law enforcement services in partnership with our community.

Our Philosophy

Professional and responsibly aggressive law enforcement is a philosophy that promotes a proactive approach to reducing crime and enhancing public safety. This aggressive stance against crime carries with it the responsibility to safeguard individual rights and liberties upon which our country was founded, while utilizing all lawful means available to carry out our core mission – reducing crime, improving quality of life and working with our citizens to make our community safe.

Core Values

The Terrell Police Department exists to meet the City's objectives for the safety and well-being of its residents. In the continuing pursuit of quality, we are guided by the following core values:

- **Respect:** We value human life, safety and dignity, and commit to treating all human beings with the utmost respect, compassion and concern.
- **Integrity:** We are driven by our professional values and a firm commitment to public trust. As professionals, we value ethical conduct and will never compromise our principals during the course of the performance of our duty.
- **Professionalism:** By our conduct, goals, intent, character, and standards we shall vigilantly seek to constantly improve our ability to safeguard citizen rights, preserve peace, protect life, and instill a deep respect for the law.
- **Diversity:** We value diversity, and commit to nurturing a welcoming environment of inclusion, in which we recognize the unique skills, knowledge and abilities and backgrounds of all people as our strength.

Terrell Police Department

- **Collaboration:** We value teamwork and commit to cooperative goal achievement through active collaboration and partnerships with the community and with one another.
- **Problem Solving:** We value partnering with citizens to identify and impact the causes of problems within the community that contribute to the incidence of crime in our city.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	5,142,875	5,570,839	5,736,846
Supplies	61,007	76,166	55,845
Maintenance	198,777	136,400	101,850
Contractual	590,097	584,035	604,146
Capital	10,719	0	0

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018			
		2016 - 2017	Estimated Year	2018 - 2019	
		Actual Budget	End Budget	Budget	
010 GENERAL FUND					
Expenses					
Department 32 POLICE					
PERSONNEL					
32-4101-00					
SUPERVISION	274,942	410,349	405,181		
32-4102-00					
CLERICAL	448,118	535,865	599,088		
32-4103-00					
LABOR	2,516,577	2,584,753	2,602,574		
32-4105-00					
OVERTIME ADMIN	40,268	18,170	7,600		
32-4105-01					
OVERTIME JAIL	25,473	2,480	13,775		
32-4105-02					
OVERTIME CID	16,982	8,260	8,636		
32-4105-03					
OVERTIME PATROL	90,457	66,090	64,989		
32-4106-00					
STAND BY/STEP-UP	7,553	9,100	9,100		
	SUB-TOTAL	3,420,369	3,635,067	3,710,943	
PERSONNEL SERVICES					
32-4110-00					
SOCIAL SECURITY	316,227	280,922	283,887		
32-4111-00					
T M R S	579,908	607,379	613,790		
32-4112-00					
WORKMENS COMP	51,389	122,303	123,306		
32-4114-00					
GROUP HEALTH & DENTAL INS	774,982	925,168	1,004,920		
	SUB-TOTAL	1,722,506	1,935,772	2,025,903	
SUPPLIES					
32-4201-00					
OFFICE SUPPLIES					
ADMININSTRATION	4,547	3,500	3,120		

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		
		2016 - 2017	Estimated Year	2018 - 2019
		Actual Budget	End Budget	Budget
010 GENERAL FUND				
32-4201-01				
OFFICE SUPPLIES JAIL	653		800	800
32-4201-02				
OFFICE SUPPLIES				
INVESTIGATIONS	860		700	700
32-4201-03				
OFFICE SUPPLIES PATROL	4,188		4,200	4,200
32-4204-00				
PRINTING ADMINISTRATION	907		875	600
32-4206-00				
MINOR TOOLS & APPARATUS				
ADMINISTRATION	1,948		1,000	1,100
32-4206-01				
MINOR TOOLS AND APPRATUS				
JAIL	1,033		800	800
32-4206-02				
MINOR TOOLS AND APPRATUS				
INVESTIGATIONS	2,164		2,400	2,400
32-4206-03				
MINOR TOOLS AND APPRATUS				
PATROL	3,206		2,800	2,800
32-4211-00				
FOOD & CONCESSION SUPPLIES	490		225	225
32-4211-01				
FOOD & CONCESSION SUPPLIES				
JAIL	3,539		4,500	3,500
32-4213-00				
AMMUNITION	9,876		10,000	10,000
32-4221-00				
UNIFORM PURCHASES	16,683		34,466	15,100

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
010 GENERAL FUND				
32-4222-00				
CLOTHING ALLOWANCE				
ADMINISTRATION	1,000		1,000	1,000
32-4222-02				
CLOTHING ALLOWANCE				
INVESTIGATIONS	3,167		3,500	3,500
32-4223-03				
PROTECTIVE CLOTHING PATROL	6,745		5,400	6,000
SUB-TOTAL	61,007		76,166	55,845
MAINTENANCE				
32-4301-00				
OFFICE EQUIPMENT				
ADMINISTRATION	46		50	50
32-4301-01				
OFFICE EQUIPMENT JAIL	45		50	50
32-4301-02				
OFFICE EQUIPMENT				
INVESTIGATIONS	50		50	50
32-4301-03				
OFFICE EQUIPMENT PATROL	0		50	50
32-4303-00				
INSTRUMENTS & APPARATUS				
ADMINISTRATION	824		650	650
32-4303-01				
INSTRUMENTS & APPRATUS JAIL	414		425	300
32-4303-02				
INSTRUMENT & APPRATUS				
INVESTIGATIONS	415		425	200
32-4303-03				
INSTRUMENTS & APPRATUS				
PATROL	67		10,500	5,000
32-4304-00				
AUTOMATION (R)	196,917		124,200	95,500
SUB-TOTAL	198,777		136,400	101,850

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	Estimated Year End Budget	2017 - 2018	2018 - 2019 Budget
010 GENERAL FUND				
CONTRACTUAL/SERVICES				
32-4402-00				
MEMBERSHIP & DUES				
ADMINISTRATION	774		750	500
32-4402-02				
MEMBERSHIP & DUES				
INVESTIGATIONS	80		100	100
32-4402-03				
MEMBERSHIP & DUES PATROL	75		75	75
32-4404-00				
CONSULTANTS FEES & SERVICES	21,922		0	0
32-4411-00				
COMMUNICATIONS	124,813		90,400	65,000
32-4411-01				
COMMUNICATIONS RADIO				
SYSTEM MAINTENANCE	93,940		94,000	94,000
32-4411-02				
CABLE NETWORKS	96		35	1,000
32-4414-00				
EQUIPMENT RENTAL - OTHER	956		885	900
32-4418-00				
TRAVEL & EDUCATION				
ADMINISTRATION	5,166		4,600	4,500
32-4418-01				
TRAVEL & EDUCATION JAIL	750		800	800
32-4418-02				
TRAVEL & EDUCATION				
INVESTIGATIONS	2,464		4,500	4,500
32-4418-03				
TRAVEL & EDUCATION PATROL	10,900		10,200	12,000
32-4419-00				
TRAINING & PUBLICATION	0		200	200
32-4420-00				
LAB SERVICES	3,114		9,000	9,000
32-4423-00				
JAIL LAUNDRY SERVICE	3,837		3,850	3,850
32-4425-00				
POLICE AUXILIARY FORCE	1,100		2,400	2,400

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		2018 - 2019
		2016 - 2017	Estimated Year	
	Actual Budget	End Budget	Budget	
010 GENERAL FUND				
32-4430-00				
UTILITIES ELECTRICAL	61,683	110,000	81,000	
32-4430-01				
UTILITIES WATER/SEWER	22,570	8,000	17,220	
32-4430-02				
UTILITIES NATURAL GAS	555	9,000	900	
32-4440-00				
CONTRACT LABOR	1,461	1,400	1,400	
32-4450-00				
EQUIPMENT RENTAL(R)	224,840	224,840	295,801	
32-4464-00				
C & CI BUY MONEY	9,000	9,000	9,000	
	SUB-TOTAL	590,097	584,035	604,146
CAPITAL				
32-4504-00				
PORTABLE RADIOS	9,748	0	0	
32-4518-00				
TANGER GRANT	971	0	0	
	SUB-TOTAL	10,719	0	0
	POLICE TOTAL	6,003,475	6,367,440	6,498,687

Terrell Fire Department

Mission Statement

The mission of the Terrell Fire Department is to provide high quality fire suppression, emergency medical, fire prevention/education, fire code enforcement, and disaster service to the citizens of Terrell.

Description

To complete our mission, the Terrell Fire Department is continually trained with the latest information and tactics to provide our community with the best possible fire suppression and emergency medical service available.

The City of Terrell Fire Marshal's Office also performs plan review inspections of all new construction projects, as well as annual fire safety inspections of businesses in our community, develops and administers fire prevention education programs as well as investigates all causes of fire in the City.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	2,377,611	2,432,879	2,606,425
Supplies	30,693	24,500	34,500
Maintenance	110,433	76,800	56,000
Contractual	131,586	116,600	125,472

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018			
		2016 - 2017		Estimated Year	
		Actual Budget	End Budget	2018 - 2019	
010 GENERAL FUND					
Expenses					
Department 33 FIRE					
PERSONNEL					
33-4101-00					
SUPERVISION	638,433	634,704	659,018		
33-4103-00					
LABOR	907,758	910,079	991,597		
33-4104-00					
PART-TIME	0	28,080	28,080		
33-4105-00					
OVERTIME	64,271	55,000	55,000		
33-4106-00					
STANDBY / STEP-UP	0	3,000	3,000		
	SUB-TOTAL	1,610,463	1,630,863	1,736,695	
PERSONNEL SERVICES					
33-4110-00					
SOCIAL SECURITY	152,818	124,761	132,857		
33-4111-00					
T M R S	279,292	269,745	287,249		
33-4112-00					
WORKMENS COMP	23,618	54,067	58,965		
33-4114-00					
GROUP HEALTH & DENTAL INS	311,420	353,443	390,659		
	SUB-TOTAL	767,149	802,016	869,730	
SUPPLIES					
33-4201-00					
OFFICE SUPPLIES	2,327	1,500	1,500		
33-4206-00					
MINOR TOOLS & APPARATUS	3,030	3,000	3,000		
33-4221-00					
UNIFORMS PURCHASE	7,710	10,000	10,000		
33-4223-00					
PROTECTIVE CLOTHING	17,626	10,000	20,000		
	SUB-TOTAL	30,693	24,500	34,500	

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
MAINTENANCE						
33-4303-00						
INSTRUMENTS & APPRATUS	8,370	22,500	20,000			
33-4304-00						
AUTOMATION (R)	42,026	34,300	16,000			
33-4350-00						
VEHICLE MAINTENANCE	60,037	20,000	20,000			
SUB-TOTAL	110,433	76,800	56,000			
CONTRACTUAL/SERVICES						
33-4402-00						
MEMBERSHIP & DUES	3,586	2,200	3,500			
33-4402-01						
EMERGENCY MGMT	3,000	3,000	3,000			
33-4404-00						
CONSULTANT FEES & SERVICES	12,000	12,000	12,000			
33-4411-00						
COMMUNICATIONS	32,203	20,800	25,000			
33-4418-00						
TRAVEL & EDUCATION	9,796	5,000	5,000			
33-4419-00						
TRAINING & PUBLICATIONS	2,181	2,600	2,500			
33-4426-00						
VOLUNTEER FIREMEN-ACTIVE	36,850	36,000	36,000			
33-4427-00						
VOLUNTEER FIREMEN-RETIRIED	9,348	12,000	12,000			
33-4450-00						
EQUIPMENT RENTAL(R)	11,000	11,000	14,472			
33-4460-00						
PHYSICALS	11,621	12,000	12,000			
SUB-TOTAL	131,586	116,600	125,472			
FIRE TOTAL	2,650,323	2,650,779	2,822,397			

Riter C. Hulsey Public Library

Mission Statement

The Riter C. Hulsey Public Library is our community's Literacy Place, a welcoming and easily accessed hub for a variety of learning experiences.

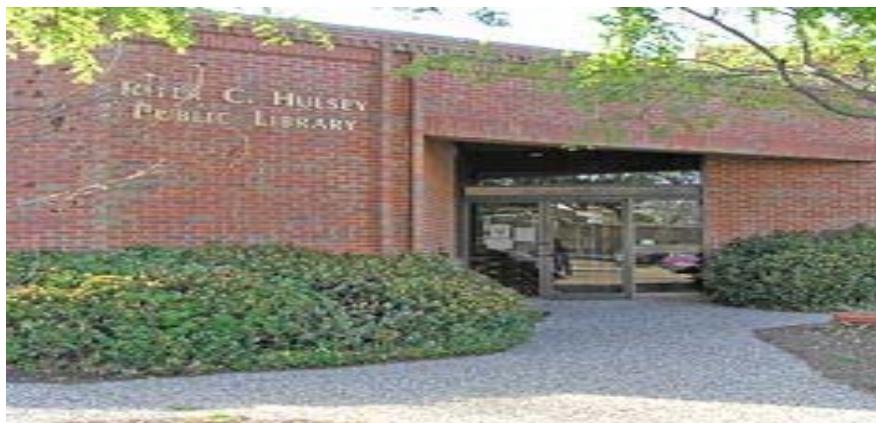
Description

The Hulsey Public Library is open 44 hours each week and features 24-hour web access to a catalog of over 65,000 items including books, videos, audiobooks, electronic resources, magazines, newspapers, pamphlets, microforms, historical and genealogical files, and games and puzzles as well as collections downloadable audiobooks, e-books, e-magazines and music. In addition to lending materials, the library offers many other specialized services such as preschool story times and other youth activities, research and information services, public access computing, basic adult literacy, GED preparatory classes, citizenship classes, English as a second language instruction, genealogy research assistance, live online tutoring, services to other target groups such as the elderly and vision-impaired individuals, and equipment for photocopying, scanning, and producing die cuts.

Functions and Responsibilities

- Assess the needs of our community and determine the role of the library in meeting those needs.
- Provide a neutral and welcoming public environment.
- Select and acquire materials in a variety of formats to meet a variety of needs for a widely diverse population.
- Physically process these materials and create digital bibliographic and item records meeting established professional standards.
- Provide access to the library's digital catalog both in house and over the world wide web.
- Identify and remove items from the collection that have become obsolete or meet other criteria for withdrawal.
- Maintain and protect the collection by employing proper preservation strategies and professional techniques for repair of materials.
- Maximize patron access to the collection by maintaining proper order on the shelves and providing accurate signage.
- Operate an efficient and effective system for registering library patrons and for lending materials to those patrons, including special services such as remote and mobile access to patron accounts and reserves for circulating items.
- Offer free access to online databases of articles and research resources, including live online tutoring.
- Provide collections of downloadable audiobooks, e-books, e-magazines, and music.
- Provide a wide variety of information in response to requests fielded in person, in writing, by phone and via e-mail.
- Provide information services to other city departments.
- Educate patrons in the use of the library and its resources.
- Provide assistance with genealogical research.

- Offer a variety of programs targeted to varying age groups, including thematic story times for preschoolers, summer reading clubs, literary discussion groups, and topical programs and performances for both children and adults.
- Offer public access computing including standard office applications, educational games, and Internet access.
- Produce topical bibliographies both on demand and for general distribution.
- Coordinate an adult education program including English as a second language instruction, GED preparatory classes, citizenship test preparation, computer literacy assistance, and basic literacy tutoring
- Provide instruction in English as a second language.
- Operate a “Books on Wheels” program to deliver library materials to customers in residential institutions.
- Distribute tax and other forms, pamphlets, and flyers for government agencies and nonprofit organizations.
- Mount thematic and topical displays.
- On a limited basis provide meeting space for local groups.
- Provide equipment for photocopying, scanning, die cutting, and other special functions.
- Produce press releases and employ other marketing tools to promote library materials, programs, and services.
- Track and evaluate library usage.



	2017 - 2018		
	2016 - 2017 Actual Budget	Estimated Year End Budget	2018 - 2019 Budget
Personnel	728,815	683,112	727,603
Supplies	50,174	57,000	45,575
Maintenance	84,878	68,000	40,000
Contractual	57,941	70,125	87,550

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018			
		2016 - 2017		Estimated Year	
		Actual Budget	End Budget	2018 - 2019	
010 GENERAL FUND					
Expenses					
Department 34 LIBRARY					
PERSONNEL					
34-4101-00					
SUPERVISION	121,795	78,036	81,839		
34-4102-00					
CLERICAL	220,900	206,383	214,151		
34-4104-00					
TEMPORARY	102,853	110,947	118,910		
	SUB-TOTAL	445,548	395,366	414,900	
PERSONNEL SERVICES					
34-4110-00					
SOCIAL SECURITY	40,691	30,245	31,740		
34-4111-00					
T M R S	74,963	65,394	68,624		
34-4112-00					
WORKMENS COMP	2,600	6,415	6,831		
34-4114-00					
GROUP HEALTH & DENTAL INS	165,013	185,692	205,508		
	SUB-TOTAL	283,267	287,746	312,703	
SUPPLIES					
34-4201-00					
OFFICE SUPPLIES	2,376	4,000	2,500		
34-4214-00					
POSTAGE	180	0	200		
34-4226-00					
ELECTRONIC RESOURCES	21,500	21,500	20,250		
34-4227-00					
AUDIO & VISUAL MATERIALS	3,765	4,000	4,000		
34-4229-00					
BOOKS & PERIODICALS	20,700	26,500	16,125		
34-4290-00					
OTHER SUPPLIES	1,653	1,000	2,500		
	SUB-TOTAL	50,174	57,000	45,575	

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
MAINTENANCE						
34-4304-00						
AUTOMATION (R)	84,878	68,000	40,000			
SUB-TOTAL	84,878	68,000	40,000			
CONTRACTUAL/SERVICES						
34-4402-00						
MEMBERSHIP & DUES	0	50	650			
34-4411-00						
COMMUNICATIONS	41,193	35,800	38,200			
34-4414-00						
EQUIPMENT RENTAL	5,794	5,775	5,700			
34-4418-00						
TRAVEL & EDUCATION	1,481	5,000	5,000			
34-4424-00						
SPECIAL SERVICES	3,071	3,000	3,000			
34-4440-00						
CONTRACT LABOR	6,402	20,500	35,000			
SUB-TOTAL	57,941	70,125	87,550			
LIBRARY TOTAL	921,808	878,237	900,728			

Housing

Mission Statement

The Terrell Housing Choice Voucher Rental Assistance Program (formerly known as Section 8) seeks to provide improved living conditions for very-low-income families while maintaining their rental payments at an affordable level; promote freedom of housing choice and spatial de-concentration of very low-income and minority families; provide decent, safe and sanitary housing for eligible participants; and provide an incentive to private property owners to rent to very low-income families by offering timely assistance payments.

Description

The HCV Rental Assistance Program reaches out to families and owners to provide safe and decent housing for low income families by maintaining an eligibility and intake for waiting list and admission, consideration and determination of incomes, briefing and issuance of vouchers; housing quality standards and initial, annual, complaint, and quality control inspections, lease approval/contract execution/negotiations, and termination or denial of assistance.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	295,612	304,623	319,418
Supplies	4,566	5,060	5,060
Maintenance	24,122	31,500	29,555
Contractual	18,838	34,920	32,088

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017	2017 - 2018		2018 - 2019		
		Actual Budget	Estimated Year End Budget			
010 GENERAL FUND						
Expenses						
Department 35 HOUSING						
PERSONNEL						
35-4101-00						
SUPERVISION	89,283	90,481	93,647			
35-4102-00						
CLERICAL	104,205	106,909	110,697			
SUB-TOTAL	193,488	197,390	204,344			
PERSONNEL SERVICES						
35-4110-00						
SOCIAL SECURITY	17,679	15,100	15,632			
35-4111-00						
T M R S	32,569	32,648	33,799			
35-4112-00						
WORKMENS COMP	428	987	1,022			
35-4114-00						
GROUP HEALTH & DENTAL INS	51,448	58,498	64,621			
SUB-TOTAL	102,124	107,233	115,074			
SUPPLIES						
35-4201-00						
OFFICE & MISC SUPPLIES	4,566	5,000	5,000			
35-4214-00						
POSTAGE	0	60	60			
SUB-TOTAL	4,566	5,060	5,060			
MAINTENANCE						
35-4301-00						
OFFICE EQUIPMENT	2,814	5,800	5,800			
35-4304-00						
AUTOMATION (R)	21,309	25,700	23,755			
SUB-TOTAL	24,122	31,500	29,555			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year	End Budget			
010 GENERAL FUND						
CONTRACTUAL/SERVICES						
35-4401-00						
AUDIT	3,000	3,000	3,000			
35-4402-00						
MEMBERSHIP & DUES	226	320	320			
35-4403-00						
ADVERTISING	0	350	350			
35-4411-00						
COMMUNICATIONS	6,131	9,500	5,800			
35-4418-00						
TRAVEL & EDUCATION	1,355	5,000	5,000			
35-4440-00						
CONTRACT LABOR	5,376	14,000	14,000			
35-4450-00						
EQUIPMENT RENTAL(R)	2,750	2,750	3,618			
SUB-TOTAL	18,838	34,920	32,088			
HOUSING TOTAL	343,139	376,103	386,121			

Landfill

Mission Statement

The Landfill Department's mission is to provide a convenience station for the disposal of items that are not available for curb pickup.

Description

The Landfill Department is open for public use on limited basis. The operation of the landfill was discontinued and a convenience station was created to provide a service to the citizens for disposal of items not being picked up by curbside services.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	11,272	28,053	30,201
Supplies	0	1,350	1,350
Maintenance	22,257	9,250	9,000
Contractual	3,796	3,065	6,500
Capital	0	10,000	0

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 37 LANDFILL						
PERSONNEL						
37-4104-00						
TEMPORARY	10,676	12,990	13,573			
SUB-TOTAL	10,676	12,990	13,573			
PERSONNEL SERVICES						
37-4110-00						
SOCIAL SECURITY	582	994	1,038			
37-4112-00						
WORKMENS COMP	14	65	68			
37-4114-00						
GROUP HEALTH & DENTAL	0	14,004	15,522			
SUB-TOTAL	596	15,063	16,628			
SUPPLIES						
37-4201-00						
OFFICE & MISC SUPPLIES	0	100	100			
37-4220-00						
UNIFORM RENTAL & LAUNDRY	0	1,250	1,250			
SUB-TOTAL	0	1,350	1,350			
MAINTENANCE						
37-4320-00						
BUILDING / GROUND						
MAINTENANCE	22,257	9,250	9,000			
SUB-TOTAL	22,257	9,250	9,000			
CONTRACTUAL/SERVICES						
37-4411-00						
COMMUNICATIONS	196	65	1,000			
37-4417-00						
LAND LEASE PAYMENTS	3,600	3,000	3,000			
37-4460-00						
RECYCLING	0	0	2,500			
SUB-TOTAL	3,796	3,065	6,500			

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year	End Budget	
010 GENERAL FUND				
CAPITAL				
Expenses				
37-4501-00				
OFFICE BUILDING	0	10,000	0	
SUB-TOTAL	0	10,000	0	
LANDFILL TOTAL	37,324	51,718	47,051	

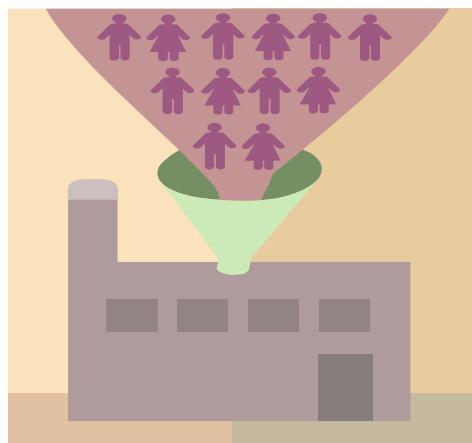
Human Resources

Mission Statement

The Human Resources Department shall provide to every department within the City of Terrell organization qualified personnel capable of performing specialized and general tasks integrated within our organization, with the exclusive purpose of enhancing productivity and providing exemplary customer service to the citizens of Terrell.

Description

The Human Resources Department is responsible for developing and enhancing staff competence through on-the-job training and perpetual professional training; staying abreast of trends in employment matters as they relate to salary and benefits, group benefit programs and employment law.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	318,164	316,711	445,196
Supplies	30,300	46,000	45,500
Maintenance	25,091	22,200	10,000
Contractual	131,088	160,900	143,600

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget		
		Estimated Year End Budget				
010 GENERAL FUND						
Expenses						
Department 40 HUMAN RESOURCES/RECRUITMENT						
PERSONNEL						
40-4101-00						
SUPERVISION	106,069	106,987	109,638			
40-4102-00						
CLERICAL	74,987	75,529	79,999			
40-4105-00						
Overtime	773	0	0			
	SUB-TOTAL	181,829	182,516	189,637		
PERSONNEL SERVICES						
40-4110-00						
SOCIAL SECURITY	16,404	13,962	14,507			
40-4111-00						
T M R S	30,612	30,188	31,366			
40-4112-00						
WORKMENS COMP	478	913	948			
40-4113-00						
UNEMPLOYMENT BENEFITS	0	5,000	5,000			
40-4114-00						
GROUP HEALTH & DENTAL INS	38,840	44,132	103,738			
40-4119-00						
INSURANCE-RETIREES	50,000	40,000	100,000			
	SUB-TOTAL	136,334	134,195	255,559		
SUPPLIES						
40-4201-00						
OFFICE SUPPLIES	13,746	27,500	20,000			
40-4204-00						
PRINTING	340	500	500			
40-4209-00						
FIRST AID SUPPLIES	8,415	10,000	15,000			
40-4211-00						
FOOD & CONCESSION SUPPLIES	7,799	8,000	10,000			

2018 - 2019
GENERAL FUND BUDGET

		2017 - 2018		
		2016 - 2017	Estimated Year	2018 - 2019
		Actual Budget	End Budget	Budget
010 GENERAL FUND				
	SUB-TOTAL	30,300	46,000	45,500
MAINTENANCE				
40-4304-00				
AUTOMATION (R)		25,091	22,200	10,000
	SUB-TOTAL	25,091	22,200	10,000
CONTRACTUAL/SERVICES				
40-4403-00				
ADVERTISING		8,893	40,000	20,000
40-4404-00				
CONSULTANT FEE & SERVICE		41,206	10,000	15,000
40-4411-00				
COMMUNICATIONS		10,837	13,400	15,000
40-4418-00				
TRAVEL & EDUCATION		1,374	1,500	2,100
40-4419-00				
TRAINING & PUBLICATION		4,528	13,500	6,000
40-4419-01				
SERVIC		18,455	18,500	15,000
40-4454-00				
EMPLOYEE DISABILITY INS.		30,095	48,000	50,000
40-4460-00				
EXPENSE		9,393	10,000	10,000
40-4461-00				
SERVICES		6,308	6,000	6,000
40-4462-00				
DRUG TESTING		0	0	2,500
40-4463-00				
PROGRAM		0	0	2,000
	SUB-TOTAL	131,088	160,900	143,600
HUMAN RESOURCES/RECRUITMENT				
TOTAL		504,642	545,811	644,296

General Fund

Short-Term Debt Service

		2017 - 2018	
	2016 - 2017	Estimated Year	2018 - 2019
	Actual Budget	End Budget	Budget
Contractual	659,204	826,561	905,185

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	Estimated Year End Budget	2017 - 2018		2018 - 2019 Budget
010 GENERAL FUND					
Expenses					
Department 90 DEBT SERVICE					
CONTRACTUAL/SERVICES					
90-4403-00					
PRINCIPAL - SOFTWARE	64,396	65,808		0	
90-4404-00					
INTEREST - SOFTWARE	2,580	1,260		0	
90-4405-00					
PRINCIPAL - DEBT SERVICE					
EQUIPMENT	169,009	184,130		191,273	
90-4406-00					
INTEREST - DEBT SERVICE					
EQUIPMENT	46,177	31,055		23,912	
90-4408-00					
PRINCIPAL - DEBT SERVICE UPRR					
LAND	114,391	115,804		0	
90-4409-00					
INTEREST - DEBT SERVICE UPRR					
LAND	4,524	3,010		0	
90-4412-00					
TRANSFER TO PUBLIC					
IMPROVEMENT DISTRICT FUND	27,000	47,258		130,000	

2018 - 2019
GENERAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year	End Budget	
010 GENERAL FUND				
90-4414-00				
TRANSFE OUT CAPITAL				
IMPROVEMENT FUND	81,255		0	0
90-4415-00				
TRANSFER TO CO 2014	122,872		0	0
90-4416-00				
TRANSFER OUT PUBLIC PRIVATE				
PARTNERSHIP	27,000		378,235	550,000
90-4417-00				
TO AIRPORT FUND	0		0	10,000
SUB-TOTAL	659,204		826,561	905,185
DEBT SERVICE TOTAL	659,204		826,561	905,185
 Grand Total for Revenues	 20,290,985		 22,642,755	 24,168,094
 Grand Total for Expenses	 22,299,529		 22,471,893	 24,120,002

UTILITY FUND

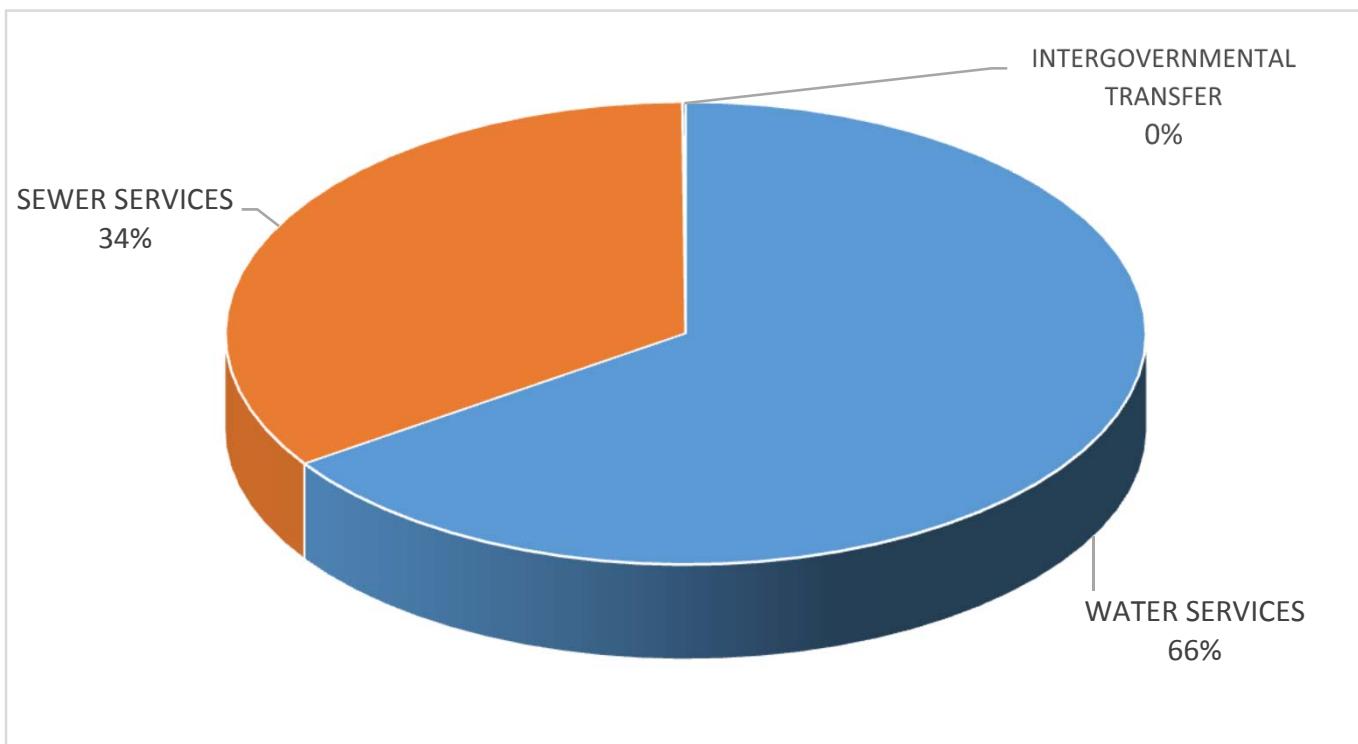
UTILITY FUND
ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	642,077
Estimated Revenues FY 2018	14,665,146
Revenues Collected thru March 31, 2018	7,371,039
Anticipated Revenue to Sept. 30, 2018	7,294,107
	Sub-Total
	7,936,183
Estimated Expenditures FY 2018	14,664,199
Y-T-D March 31, 2018	6,885,209
	Sub-Total
	7,778,990
Estimated Beginning Cash FY 2019	157,193
Proposed Revenues FY 2019	14,984,005
	Sub-Total
	15,141,198
Proposed Expenditures FY 2019	14,541,992
Estimated Cash in Bank Sept. 30 2019	599,206

2018 - 2019
UTILITY FUND BUDGET
REVENUE SUMMARY

	2017 - 2018		2018 - 2019
	2016 - 2017	Estimated Year End	
	Actual Budget	Budget	Budget
020 UTILITY FUND			
WATER SERVICES	8,699,214	9,613,358	9,814,968
SEWER SERVICES	5,264,922	5,051,788	5,152,643
INTERGOVERNMENTAL TRANSFER	0	0	16,394
TOTAL	13,964,136	14,665,146	14,984,005

Utility Fund Revenue



2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
WATER SERVICES			
Revenues			
00-3201-00			
METERED SALES	7,785,951	8,772,822	6,438,492
00-3201-01			
WHOLESALE METERED SALES	0	0	2,524,481
00-3202-00			
PENALTIES	199,526	180,000	180,000
00-3203-00			
FRANCHISE TAX	484,017	453,086	464,545
00-3204-00			
NEW SERVICES/WATER TAP	475	3,500	3,500
00-3205-00			
RETURN CHECKS/MISC SRVICES	2,675	6,000	6,000
00-3206-00			
NON PAYMENT-CUT OFF/MISC CHG	103,092	90,000	90,000
00-3207-00			
SERVICE HOOKUPS/MISC CHG	30,133	20,000	20,000
00-3208-00			
FIRE LINE CHARGE	24,178	22,000	22,000
00-3209-00			
NON-METERED SALES/MISC CHG	100	200	200
00-3212-00			
MISC SERVICES	29,801	22,000	22,000
00-3215-00			
BAD DEBT RECOVERY	0	850	850
00-3216-00			
REFUNDS & RECOVERIES	0	3,000	3,000
00-3219-00			
BACKFLOW CHARGES	39,266	39,900	39,900
SUB-TOTAL	8,699,214	9,613,358	9,814,968

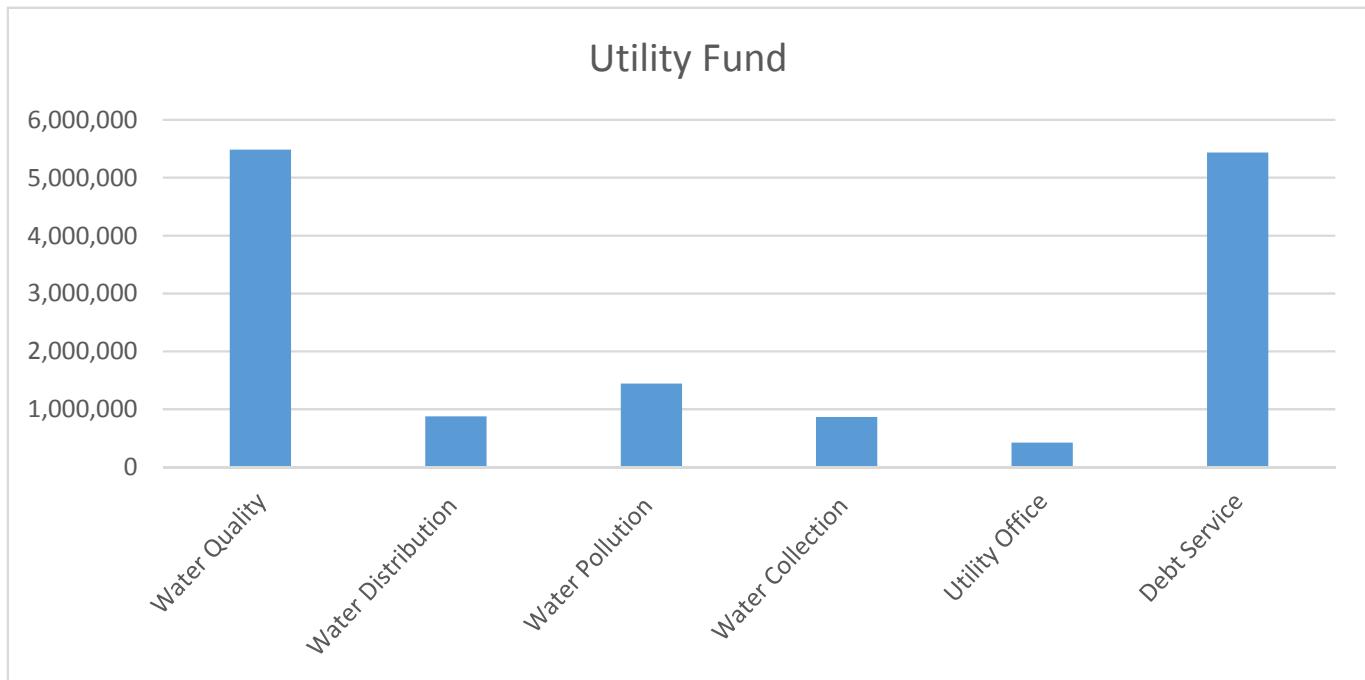
2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
SEWER SERVICES			
00-3301-00			
SEWER REVENUE	5,253,642	5,042,780	5,143,635
00-3302-00			
NEW SERVICES/SEWER TAP	1,600	800	800
00-3305-00			
INTEREST	245	4,000	4,000
00-3308-00			
FEE - WASTE DISPOSAL PERMIT	2,250	2,000	2,000
00-3309-00			
FEES - GREASE TRAP (FOG)	3,450	2,208	2,208
00-3350-00			
CASH OVER/SHORT	3,735	0	0
SUB-TOTAL	5,264,922	5,051,788	5,152,643
INTERGOVERNMENTAL			
TRANSFER			
00-3823-00			
TRANSFER IN AIRPORT FUND	0	0	8,197
INDIRECT COST			
00-3823-01			
TRANSFER IN STORM WATER	0	0	8,197
INDIRECT COST			
SUB-TOTAL	0	0	16,394
UTILITY FUND REVENUE TOTAL	13,964,136	14,665,146	14,984,005

2018 - 2019
UTILITY FUND BUDGET
DEPARTMENT SUMMARY

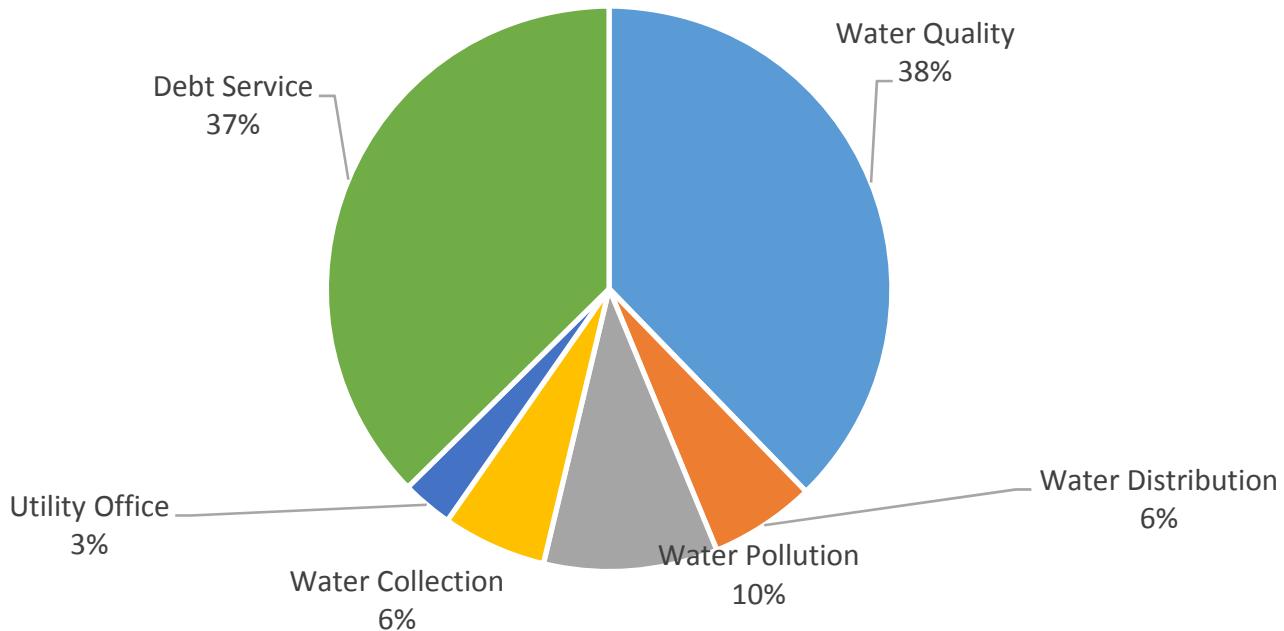
	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year	End Budget	
020 UTILITY FUND				
Department 51 WATER QUALITY	4,617,453	5,107,765	5,487,137	
Department 52 WATER DISTRIBUTION	918,414	907,014	879,794	
Department 61 WATER POLLUTION	1,435,190	1,428,844	1,447,744	
Department 62 WATER COLLECTION	615,438	795,987	867,244	
Department 64 SPECIAL PROJECTS	503,624	522,875	0	
Department 80 UTILITY OFFICE	1,020,145	1,055,323	424,278	
Department 90 DEBT SERVICE	4,493,340	4,846,391	5,435,795	
REQUIREMENTS				
	TOTAL	13,603,604	14,664,199	14,541,992

Department Expense Chart



Utility Department Expense

Utility Fund



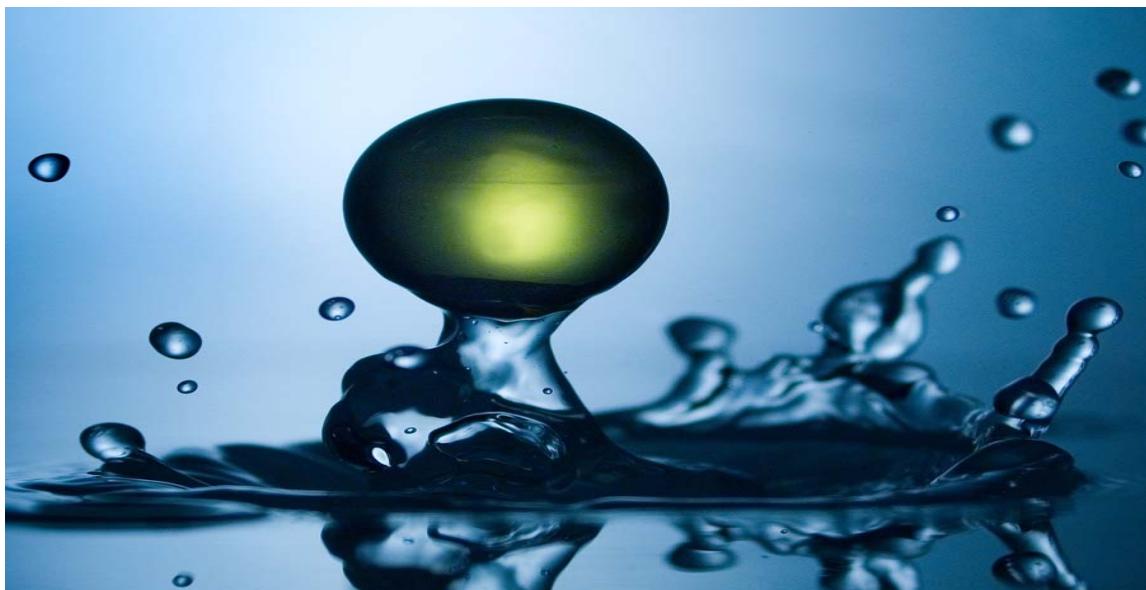
Water Quality

Mission Statement

The mission of the Water Quality Department is to receive treated water from North Texas Municipal Water District and to deliver a safe drinking water to our customers in the city and to area Water wholesalers for household, industrial, irrigation, and fire protection uses.

Description

Water Quality Department is operated daily to monitor water availability and quality and to meet state and federal requirements.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	529,706	546,491	571,553
Supplies	21,995	29,000	29,100
Maintenance	118,790	82,950	89,950
Contractual	3,946,963	4,449,324	4,796,534

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
Expenses				
Department 51 WATER QUALITY				
PERSONNEL				
51-4101-00				
SUPERVISION	166,507	167,554	173,409	
51-4102-00				
CLERICAL	42,204	42,919	44,451	
51-4103-00				
LABOR	135,306	135,026	139,957	
51-4105-00				
OVERTIME	5,217	6,000	6,000	
51-4106-00				
STAND BY	4,078	4,800	4,800	
SUB-TOTAL	353,311	356,299	368,617	
PERSONNEL SERVICES				
51-4110-00				
SOCIAL SECURITY	32,559	27,257	28,199	
51-4111-00				
T M R S	59,497	58,932	60,969	
51-4112-00				
WORKMENS COMP	6,824	15,885	16,452	
51-4114-00				
GROUP HEALTH & DENTAL INS	77,515	88,118	97,316	
SUB-TOTAL	176,394	190,192	202,936	
SUPPLIES				
51-4201-00				
OFFICE & MISC SUPPLIES	399	1,000	1,000	
51-4206-00				
MINOR TOOLS & APPARATUS	23	300	300	
51-4220-00				
UNIFORM RENTAL & LAUNDRY	6,759	5,000	6,500	
51-4223-00				
PROTECTIVE CLOTHING	105	200	500	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
51-4242-00			
CHLORINE	6,906	12,000	10,000
51-4247-00			
AMMONIA	0	3,000	3,000
51-4249-00			
CHEMICALS & RELATED LAB SUPPLIES	7,804	7,500	7,800
SUB-TOTAL	21,995	29,000	29,100
MAINTENANCE			
51-4303-00			
INSTRUMENTS & APPARATUS	30,619	15,000	15,000
51-4304-00			
AUTOMATION (R)	40,878	19,300	19,300
51-4315-00			
DAM & PUMP STATION	33,440	23,000	30,000
51-4316-00			
ELEVATED TOWERS	3,260	6,500	6,500
51-4317-00			
TREATMENT PLANT	7,807	3,500	3,500
51-4319-00			
GROUND STORAGE TANKS	0	650	650
51-4370-00			
MACHINERY MAINTENANCE	2,786	15,000	15,000
SUB-TOTAL	118,790	82,950	89,950
CONTRACTUAL/SERVICES			
51-4402-00			
MEMBERSHIP & DUES	108	480	480
51-4409-00			
ADVALOREM TAX ON EASEMENTS	0	250	250
51-4411-00			
COMMUNICATIONS	46,584	35,850	35,850
51-4413-00			
NTMWD WATER PURCHASE	3,612,000	4,009,320	4,442,000
51-4415-00			
INSURANCE	24,828	34,200	34,200

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year	End Budget	
020 UTILITY FUND				
51-4418-00				
TRAVEL & EDUCATION	1,046		2,800	2,800
51-4419-00				
TRAINING & PUBLICATIONS	0		200	200
51-4420-00				
COMMERCIAL LAB ANALYSIS	3,193		10,000	10,000
51-4424-00				
SPECIAL SERVICES	17,670		17,800	17,800
51-4430-00				
UTILITIES	180,800		276,200	205,000
51-4440-00				
CONTRACT LABOR	3,709		5,000	5,000
51-4450-00				
EQUIPMENT RENTAL(R)	57,024		57,024	42,754
51-4466-00				
SLUDGE MANAGEMENT	0		200	200
SUB-TOTAL	3,946,963		4,449,324	4,796,534
WATER QUALITY TOTAL	4,617,453		5,107,765	5,487,137

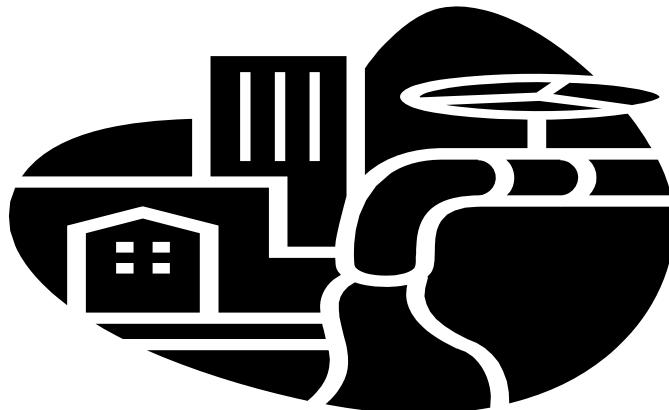
Water Distribution

Mission Statement

The mission of the Water Distribution Department is to perform maintenance and needed repairs to the water distribution system to ensure the public a continued supply of water with the least amount of service interruptions.

Description

The Water Distribution Department currently has a preventive maintenance program, which includes hydrants, valves distribution lines, and all equipment. This department is responsible for the maintenance and operation of all water meters. Personnel receive training related to operations and safety awareness which will result in public satisfaction and economical operating procedures for all maintenance personnel.



	2017 - 2018		2018 - 2019 Budget
	2016 - 2017 Actual Budget	Estimated Year End Budget	
Personnel	490,065	521,616	488,245
Supplies	8,593	9,700	10,100
Maintenance	154,697	99,690	139,690
Contractual	265,059	276,008	241,759

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
Expenses				
Department 52 WATER				
PERSONNEL				
52-4101-00				
SUPERVISION	-100	53,282	55,134	
52-4103-00				
LABOR	287,444	231,146	207,616	
52-4105-00				
OVERTIME	18,894	35,000	35,000	
52-4106-00				
STAND BY	6,528	6,500	6,500	
SUB-TOTAL	312,766	325,928	304,250	
PERSONNEL SERVICES				
52-4110-00				
SOCIAL SECURITY	28,565	24,933	23,275	
52-4111-00				
T M R S	52,687	53,908	50,323	
52-4112-00				
WORKMENS COMP	6,469	14,932	13,794	
52-4114-00				
GROUP HEALTH & DENTAL INS	89,579	101,915	96,603	
SUB-TOTAL	177,299	195,688	183,995	
SUPPLIES				
52-4201-00				
OFFICE & MISC. SUPPLIES	635	900	900	
52-4204-00				
PRINTING	0	200	200	
52-4206-00				
MINOR TOOLS & APPARATUS	3,066	3,000	3,000	
52-4220-00				
UNIFORM RENTAL & LAUNDRY	4,100	4,000	4,400	
52-4221-00				
UNIFORMS PURCHASE	0	200	200	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
52-4223-00				
PROTECTIVE CLOTHING	791	1,100	1,100	
52-4240-00				
CHEMICALS	0	300	300	
SUB-TOTAL	8,593	9,700	10,100	
MAINTENANCE				
52-4301-00				
OFFICE EQUIPMENT	0	200	200	
52-4303-00				
INSTRUMENTS & APPARATUS	0	300	300	
52-4304-00				
AUTOMATION (R)	37,792	31,890	31,890	
52-4343-00				
TRANSMISSION MAINTENANCE W&	0	10,000	30,000	
52-4344-00				
WATER MAINS/CTA	0	7,000	7,000	
52-4345-00				
WATER METER MAINTENANCE	116,905	50,000	70,000	
52-4370-00				
MACHINERY	0	300	300	
SUB-TOTAL	154,697	99,690	139,690	
CONTRACTUAL/SERVICES				
52-4402-00				
MEMBERSHIP & DUES	40	450	450	
52-4411-00				
COMMUNICATIONS	36,282	22,000	22,000	
52-4414-00				
EQUIPMENT RENTAL - OTHER	3,058	3,000	3,000	
52-4417-00				
LEASE PAYMENTS	3,095	3,000	3,000	
52-4418-00				
TRAVEL & EDUCATION	915	2,500	2,500	
52-4419-00				
TRAINING & PUBLICATION	0	200	200	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
52-4430-00				
UTILITIES	0	10,000	10,000	
52-4440-00				
CONTRACT LABOR	27,619	35,000	35,000	
52-4442-00				
BACKFLOW SOLUTIONS	57,035	63,000	63,000	
52-4450-00				
EQUIPMENT RENTAL(R)	137,016	136,858	102,609	
SUB-TOTAL	265,059	276,008	241,759	
WATER DISTRIBUTION TOTAL	918,414	907,014	879,794	

Water Pollution Control

Mission Statement

The mission of the Wastewater Treatment Plant is to provide service to the City of Terrell to economically treat wastewater (domestic and industrial) and properly dispose of biosolids to meet regulatory requirements set forth by Texas Commission on Environmental Quality (TCEQ).

Description

The Wastewater Treatment Plant is operated on a daily basis with a permitted capacity of 4.5 million gallons per day. The current facility, a 2-stage trickling filter plant, treats an average of 1.5 million gallons per day. Solids are stabilized by anaerobic digesters before final disposal in a landfill. The department is also responsible for operations and maintenance of lift stations within the wastewater collection system.



	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
Personnel	422,593	417,175	443,027	
Supplies	36,633	30,800	33,550	
Maintenance	313,373	277,063	257,063	
Contractual	603,926	703,806	714,104	
Capital	58,665	0	0	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
Expenses				
Department 61 WATER				
PERSONNEL				
61-4101-00				
SUPERVISION	108,612	64,593	66,847	
61-4103-00				
LABOR	149,570	181,061	191,795	
61-4105-00				
OVERTIME	10,384	9,000	9,000	
61-4106-00				
STAND BY	2,575	3,000	3,000	
SUB-TOTAL	271,141	257,654	270,642	
PERSONNEL SERVICES				
61-4110-00				
SOCIAL SECURITY	24,745	19,711	20,704	
61-4111-00				
T M R S	45,613	42,616	44,764	
61-4112-00				
WORKMENS COMP	4,285	9,826	10,346	
61-4114-00				
GROUP HEALTH & DENTAL INS	76,808	87,368	96,571	
SUB-TOTAL	151,452	159,521	172,385	
SUPPLIES				
61-4201-00				
OFFICE & MISC. SUPPLIES	1,325	1,100	1,100	
61-4206-00				
MINOR TOOLS & APPARATUS	546	500	500	
61-4220-00				
UNIFORM RENTAL & LAUNDRY	8,233	2,200	3,800	
61-4221-00				
UNIFORMS PURCHASE	624	200	600	
61-4223-00				
PROTECTIVE CLOTHING	1,154	750	1,500	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
61-4241-00				
CLOTHING-RAIN GEAR	0	150	150	
61-4242-00				
CHLORINE	11,500	15,000	14,000	
61-4249-00				
CHEMICALS & RELATED SUPPLIES	3,460	900	900	
61-4250-00				
SULFUR DIOXIDE	9,791	10,000	11,000	
SUB-TOTAL	36,633	30,800	33,550	
MAINTENANCE				
61-4301-00				
OFFICE EQUIPMENT	1,060	300	300	
61-4303-00				
INSTRUMENTS & APPARATUS	14,551	50,000	35,000	
61-4304-00				
AUTOMATION (R)	27,731	26,763	26,763	
61-4317-00				
TREATMENT PLANT	63,175	50,000	60,000	
61-4370-00				
MACHINERY MAINTENANCE	206,855	150,000	135,000	
SUB-TOTAL	313,373	277,063	257,063	
CONTRACTUAL/SERVICES				
61-4402-00				
MEMBERSHIP & DUES	350	400	400	
61-4403-00				
ADVERTISING	0	700	700	
61-4411-00				
COMMUNICATIONS	22,797	12,000	12,000	
61-4414-00				
EQUIPMENT RENTAL - OTHER	0	500	500	
61-4418-00				
TRAVEL & EDUCATION	2,170	2,500	2,500	
61-4419-00				
TRAINING & PUBLICATIONS	0	400	400	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
61-4420-00				
COMMERCIAL LAB SERVICES	76,497	40,000	50,000	
61-4424-00				
SPECIAL SERVICES	26,800	26,480	32,000	
61-4430-00				
UTILITIES	89,517	130,000	125,000	
61-4440-00				
CONTRACT LABOR	3,608	5,000	5,000	
61-4450-00				
EQUIPMENT RENTAL(R)	60,826	60,826	45,604	
61-4466-00				
SLUDGE MANAGEMENT	209,596	230,000	240,000	
61-4467-00				
PRETREATMENT SERVICES	111,764	195,000	200,000	
SUB-TOTAL	603,926	703,806	714,104	
CAPITAL				
61-4501-00				
FEASIBILITY STUDY FOR RGNL WW	58,665	0	0	
SUB-TOTAL	58,665	0	0	
WATER POLLUTION TOTAL	1,435,190	1,428,844	1,447,744	

Waste Water Collection

Mission Statement

The mission of the Wastewater Collection Department is to continually improve the system and customer service by reliably transporting wastewater and to provide a safe and healthy environment for the public and utility maintenance personnel.

Description

The Wastewater Collection Department is responsible for the maintenance of manholes, location and repair of sanitary sewer mains, responding to stop sewer calls, and conducting inspections of the system.



	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Personnel	430,956	522,112	613,999
Supplies	12,900	14,000	14,500
Maintenance	29,076	80,640	80,640
Contractual	142,506	179,235	158,105

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget		
020 UTILITY FUND				
Expenses				
Department 62 WATER				
PERSONNEL				
62-4101-00				
SUPERVISION	63,617	62,552	105,330	
62-4103-00				
LABOR	182,079	208,161	216,175	
62-4105-00				
OVERTIME	21,834	50,000	50,000	
62-4106-00				
STAND BY	5,150	9,000	9,000	
SUB-TOTAL	272,680	329,713	380,505	
PERSONNEL SERVICES				
62-4110-00				
SOCIAL SECURITY	25,454	25,223	29,109	
62-4111-00				
T M R S	45,911	54,535	62,936	
62-4112-00				
WORKMENS COMP	4,714	10,829	12,860	
62-4114-00				
GROUP HEALTH & DENTAL INS	82,197	101,812	128,589	
SUB-TOTAL	158,276	192,399	233,494	
SUPPLIES				
62-4201-00				
OFFICE & MISC SUPPLIES	562	1,100	1,100	
62-4206-00				
MINOR TOOLS & APPARATUS	3,337	3,500	3,500	
62-4220-00				
UNIFORM RENTAL & LAUNDRY	5,082	3,500	5,000	
62-4221-00				
UNIFORMS PURCHASE	0	200	200	
62-4223-00				
PROTECTIVE CLOTHING	900	1,000	1,000	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017	2017 - 2018	
	Actual Budget	Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
62-4240-00			
CHEMICALS	2,836	4,500	3,500
62-4260-00			
CONCRETE	182	200	200
 SUB-TOTAL	12,900	14,000	14,500
MAINTENANCE			
62-4304-00			
AUTOMATION (R)	14,001	24,890	24,890
62-4343-00			
TRANSMISSION MAINTENANCE SEW	0	20,000	20,000
62-4370-00			
SEWER ROOT TREATMENT	0	35,000	35,000
62-4371-00			
SEWER INSPECTION	15,075	750	750
 SUB-TOTAL	29,076	80,640	80,640
CONTRACTUAL/SERVICES			
62-4402-00			
MEMBERSHIP & DUES	0	500	500
62-4411-00			
COMMUNICATIONS	15,698	10,000	10,000
62-4414-00			
EQUIPMENT RENTAL - OTHER	2,256	3,500	3,500
62-4417-00			
LAND LEASE PAYMENTS	3,000	3,000	3,000
62-4418-00			
TRAVEL & EDUCATION	784	3,200	3,000
62-4419-00			
TRAINING & PUBLICATIONS	906	400	400
62-4440-00			
CONTRACT LABOR	35,827	75,000	75,000
62-4450-00			
EQUIPMENT RENTAL(R)	84,035	83,635	62,705
 SUB-TOTAL	142,506	179,235	158,105
 WATER COLLECTION TOTAL	615,438	795,987	867,244

Utility Billing Department

Mission Statement

The Utility department mission is to provide accurate and complete billing information to the residents of Terrell and to collect monies owed to the City for the utility services provided to the residents of Terrell.

Utility Billing/Customer Service is a division within the City Secretary /Finance Department with the responsibility of billing and collecting for water, sewer and solid waste services provided to the residents of the City of Terrell.



	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated Year End Budget	2017 - 2018 Budget	
Personnel	591,386	613,305	272,728	
Supplies	46,704	37,000	22,850	
Maintenance	92,608	126,018	20,000	
Contractual	289,446	279,000	108,700	

2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
Expenses			
Department 80 UTILITY OFFICE			
PERSONNEL			
80-4101-00			
SUPERVISION	111,087	108,164	48,922
80-4102-00			
CLERICAL	274,222	285,890	117,211
80-4105-00			
OVERTIME	1,219	4,000	1,000
SUB-TOTAL	386,528	398,054	167,133
PERSONNEL SERVICES			
80-4110-00			
SOCIAL SECURITY	36,214	30,451	12,786
80-4111-00			
T M R S	65,055	65,838	27,644
80-4112-00			
WORKMENS COMP	820	1,971	831
80-4114-00			
GROUP HEALTH & DENTAL INS	102,769	116,991	64,334
SUB-TOTAL	204,858	215,251	105,595
SUPPLIES			
80-4201-00			
OFFICE & MISC. SUPPLIES	14,767	13,300	2,660
80-4204-00			
PRINTING	20,007	1,200	240
80-4211-00			
FOOD AND/OR CONCESSION SUPPLIES		1,500	0
80-4214-00			
POSTAGE	11,930	21,000	19,950
SUB-TOTAL	46,704	37,000	22,850

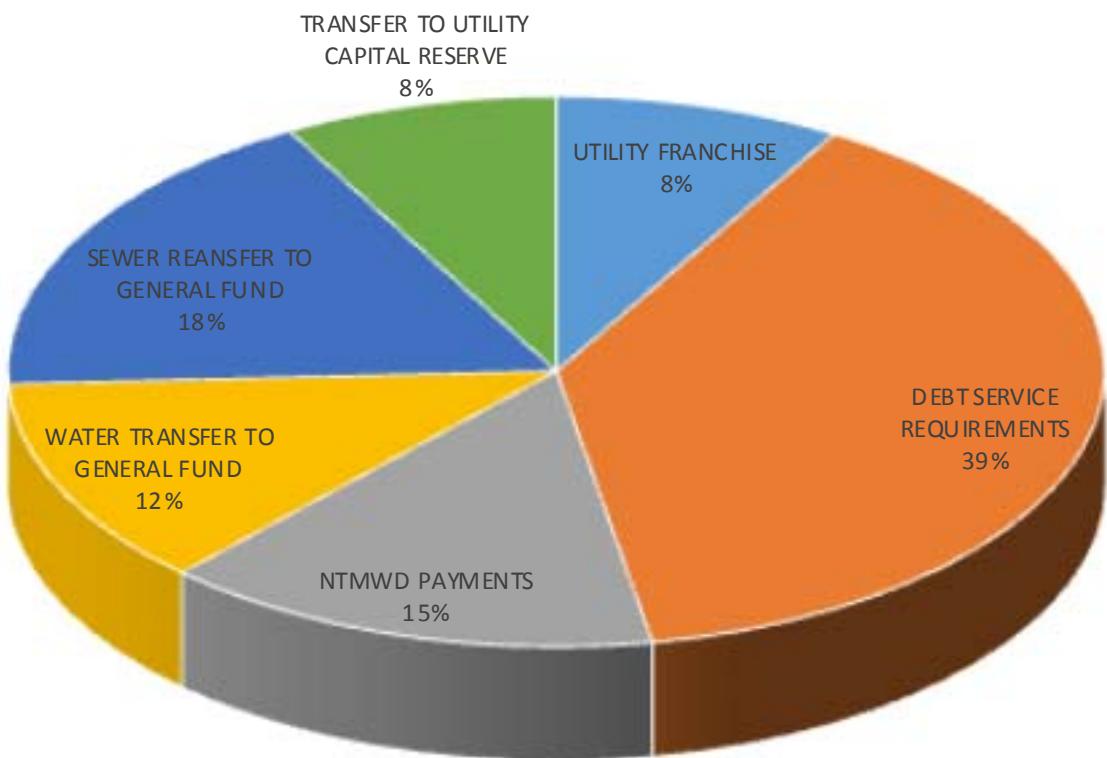
2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
MAINTENANCE			
80-4304-00			
AUTOMATION (R)	92,608	126,018	20,000
SUB-TOTAL	92,608	126,018	20,000
CONTRACTUAL/SERVICES			
80-4401-00			
AUDIT	13,220	45,000	45,000
80-4402-00			
MEMBERSHIP & DUES	240	500	0
80-4404-00			
CONSULTANT FEES & SERVICES	47,202	0	0
80-4406-00			
LEGAL SERVICES	3,000	35,000	40,000
80-4410-00			
UTILITY BILLING	0	17,000	17,000
80-4411-00			
COMMUNICATIONS	27,533	31,000	6,200
80-4418-00			
TRAVEL & EDUCATION	1,170	4,000	500
80-4419-00			
TRAINING & PUBLICATIONS	0	500	0
80-4430-00			
UTILITIES	4,304	0	0
80-4440-00			
CONTRACT LABOR	192,776	146,000	0
SUB-TOTAL	289,446	279,000	108,700
UTILITY OFFICE TOTAL	1,020,145	1,055,323	424,278

INTERGOVERNMENTAL TRANSFERS

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Contractual	4,493,340	4,846,391	5,435,795

Intergovernmental Transfer



2018 - 2019
UTILITY FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
020 UTILITY FUND			
Department 90 DEBT SERVICE			
CONTRACTUAL/SERVICES			
90-4490-00			
UTILITY FRANCHISE 010003201	0	541,308	459,543
90-4491-00			
TRNSFR OUT CAPITAL IMPRV FUND	0	100,000	366,962
90-4495-00			
TRANSFER TO I & S NO1	1,824,145	1,770,797	1,279,057
90-4496-00			
NTMWD PAYMENTS	607,930	801,950	801,200
90-4497-00			
INTER-GOV TRN WATER 010-00-3831-	482,336	782,336	669,033
90-4497-01			
INTER-GOV TRN SEWER 010-00-3831-	0	0	960,000
90-4498-00			
TRANSFER TO I&S NO2	0	0	460,000
90-4499-00			
UCR TRN 028003301	1,578,928	850,000	440,000
SUB-TOTAL	4,493,340	4,846,391	5,435,795
DEBT SERVICE REQUIREMENTS	4,493,340	4,846,391	5,435,795
Grand Total for Revenues	13,964,136	14,665,146	14,984,005
Grand Total for Expenses	13,603,604	14,664,199	14,541,992

UTILITY CAPITAL RESERVE FUND

UTILITY CAPITAL RESERVE ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	1,467,868
Estimated Revenues FY 2018	1,125,675
Revenues Collected thru March 31, 2018	629,960
Anticipated Revenue to Sept. 30, 2018	495,715
	Sub-Total 1,963,582
Estimated Expenditures FY 2018	850,000
Y-T-D March 31, 2018	49,121
	Sub-Total 800,879
Estimated Beginning Cash FY 2019	1,162,703
Proposed Revenues FY 2019	440,000
	Sub-Total 1,602,703
Proposed Expenditures FY 2019	440,000
Estimated Cash in Bank Sept. 30 2019	1,162,703

The City of Terrell seeks to protect the City's multi-million dollar investment in utility assets. The City established a Utility Capital Reserve Fund to enable the City to support future replacement needs without extraordinary rate increases, while recognizing the responsibility of existing customers to fund both current and future replacement needs on a regular basis. It is intended that all replacement projects that are to be funded on a pay-as-you-go basis be funded from the appropriate replacement reserve. This requires that the City carefully plan and schedule replacement projects so that the integrity of the replacement reserve is maintained.



2018 - 2019
UTILITY CAPITAL RESERVE FUND BUDGET

	2016 - 2017 Actual Budget	Estimated Year End Budget	2018 - 2019 Budget
028 UTILITY CAPITAL RESERVE FUND			
Revenues			
00-3295-00			
CLOSE C.O. 2011A	51,832	0	0
00-3296-00			
CLOSE C.O. 2011B	282,392	0	0
00-3297-00			
CLOSE GRANT 7214440	0	275,675	0
00-3301-00			
UCR TRN 020904499	1,583,333	850,000	440,000
00-3306-00			
INTEREST INCOME	178	0	0
00-3400-00			
119 SAN JACINTO SEWER EXT OWNER			
SHARE	33,111	0	0
00-3900-00			
TRANSFER IN IS2 FUNDS	222,402	0	0
Revenues Total	2,173,247	1,125,675	440,000

2018 - 2019
UTILITY CAPITAL RESERVE FUND BUDGET

Expenses

28-4302-00			
GRANT ADMINISTRATION	11,100	0	0
28-4403-00			
PHASE II WASTEWATER PRIORITIZATION	2,054	0	0
28-4406-00			
PAY AS YOU GO	0	51,000	100,000
28-4409-00			
OWNER PORTION PRO-RATA EXTENSION	0	16,274	0
28-4505-00			
NINTH ST EST REMOVAL	17,052	0	0
28-4506-00			
FM 148 12INCH WATER MAIN	0	283,726	0
REPLACEMENT			
28-4507-00			
MARKET CENTER LIFT STATION	0	188,653	0
28-4508-00			
KINGS CREEK WWTP DESIGN	0	257,347	0
28-4508-01			
TWDB FUNDING APPLICATION	0	53,000	0
28-4512-00			
INDIRECT COST STUDY	45,156	0	0
28-4512-01			
WATER CONSERVATION/DROUGHT			
CONTINGENCY PLAN	0	0	40,000
28-4515-00			
ELMO LAKE DAM CONSTRUCTION	0	0	50,000
28-4515-02			
ELMO DAM PROPERTY ACQUISITION	0	0	250,000
Expenses Total	75,362	850,000	440,000
Grand Total for Revenues	2,173,247	1,125,675	440,000
Grand Total for Expenses	75,362	850,000	440,000

STORM WATER UTILITY FUND

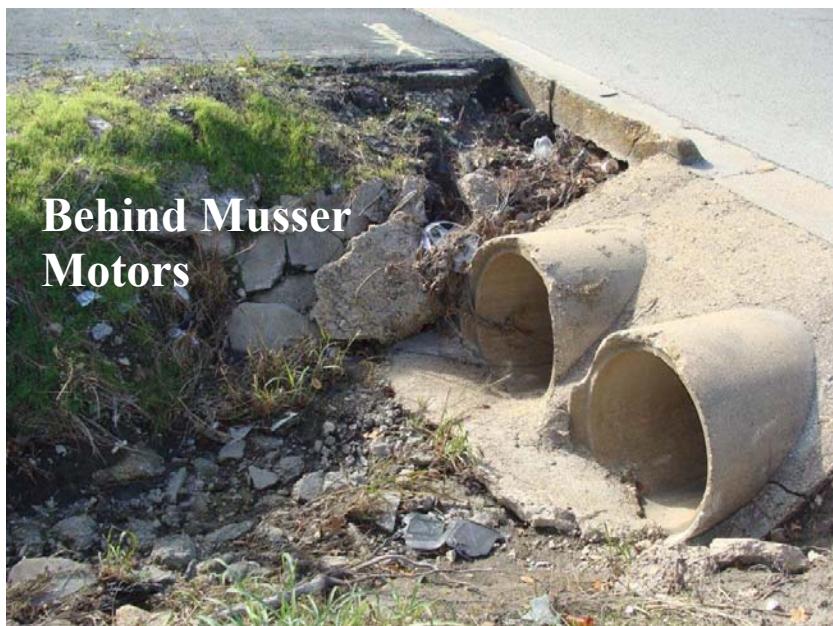
STORM WATER FUND

Mission Statement

The mission of the Storm Water Management Fund is to develop and maintain a comprehensive watershed and storm water infrastructure management program to protect property, health and safety; to enhance the quality of life; to preserve and improve the environment for the benefit of the public and to be responsive and sensitive to the needs of the citizens of Terrell

Description

Address flood problems with drainage improvement projects to reduce the occurrence of property flood damage Review, enact and enforce ordinances and policies as needed to manage the floodplain, and prevent future flooding in or downstream of development. Perform routine maintenance of the City's drainage system to maintain its intended capacity and condition. Enhance water quality to preserve the natural environment while maintaining regulatory compliance. Provide adequate funding for the Comprehensive Storm Water Management Program



STORM WATER UTILITY FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	(93,482)
Estimated Revenues FY 2018	991,559
Revenues Collected thru March 31, 2018	316,512
Anticipated Revenue to Sept. 30, 2018	675,047
	Sub-Total 581,565
Estimated Expenditures FY 2018	734,405
Y-T-D March 31, 2018	212,499
	Sub-Total 521,906
Estimated Beginning Cash FY 2019	59,659
Proposed Revenues FY 2019	991,559
	Sub-Total 1,051,218
Proposed Expenditures FY 2019	981,615
Estimated Cash in Bank Sept. 30 2019	69,603

2018 - 2019
STORM WATER FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
037 STORM WATER MANAGEMENT FUND			
Revenues			
00-3201-00			
CHARGES FOR SERVICES	568,710	991,559	991,559
00-3305-00			
INTEREST	133	0	0
Revenues Total	568,843	991,559	991,559

2018 - 2019
STORM WATER FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
037 STORM WATER MANAGEMENT FUND			
Expenses			
SUPPLIES			
37-4206-00			
MINOR TOOLS & APPARATUS	0	0	5,000
37-4261-00			
CONCRETE CULVERTS	0	3,000	10,000
SUB-TOTAL	0	3,000	15,000
MAINTENANCE			
37-4330-00			
DRAINAGE MAINTENANCE	0	0	100,000
37-4341-00			
STORM SEWER AND UTILITY			
MAINTENANCE	0	0	30,000
SUB-TOTAL	0	0	130,000
CONTRACTUAL/SERVICES			
37-4402-00			
MEMBERSHIP & DUES	200	0	500
37-4404-00			
CONSULTANT FEES & SERVICES	0	0	20,000
37-4404-01			
DRAINAGE MASTER PLAN	824	240,000	250,000
37-4406-01			
FEMA CONVIENCE STATION	20,940	0	0
37-4406-02			
FEMA DRAINAGE	102,167	0	20,000
37-4440-00			
CONTRACT LABOR	0	10,000	5,000
37-4440-00			
CONTRACT STREET SWEEPING	0	0	15,000
37-4450-00			
EQUIPMENT RENTAL (R)	100,000	100,000	0
SUB-TOTAL	224,130	350,000	310,500

2018 - 2019
STORM WATER FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
037 STORM WATER MANAGEMENT FUND			
CAPITAL			
37-4507-00			
AIRPORT AND MHMR	636,507	0	0
37-4508-00			
1300 BLOCK MEDORA	22,109	0	0
37-4510-00			
NINTH STREET AT MUSSER	10,420	0	0
37-4511-00			
NINTH ST. 700 BLK	7,600	0	0
37-4512-00			
MOORE AVE 700 BLK	125,643	0	0
37-4514-00			
ADELAIDE WEST OF SH 34	3,600	0	0
37-4515-00			
CR 305 AREA DRAINAGE	130,732	0	0
37-4520-00			
PRIORITY PROJECTS	0	0	375,000
SUB-TOTAL	936,610	0	375,000
DEBT SERVICE			
90-4401-00			
TRANSFER OUT GENERAL FUND	117,481	148,225	142,918
90-4402-00			
TRANSFER OUT CAPITAL			
IMROVMENT FUND	110,897	100,000	0
90-4403-00			
DEBT SERVICE GRADALL	0	142,180	0
90-4404-00			
TRANSFER OUT UTILITY FUND			
INDIRECT COSTS	0	0	8,197
SUB-TOTAL	228,378	390,405	151,115
Expenses Total	1,389,119	743,405	981,615
Grand Total for Revenues	568,843	991,559	991,559
Grand Total for Expenses	1,389,119	743,405	981,615

EQUIPMENT REPLACEMENT FUND

EQUIPMENT REPLACEMENT FUND

Mission Statement

The mission of the Equipment Replacement Fund is to provide mechanical service for all city vehicles and equipment; provide a base of operation for housing equipment and vehicles and perform a preventative maintenance program so that all equipment and vehicles receive maintenance on a scheduled basis in order to maintain safe and dependable operation.

Description

The Equipment Replacement Department will seek to provide a tentative maintenance program; maintain parts inventory; pickup and delivery of parts; service calls; general shop work; maintenance and inventory of fueling systems, vehicle wash; air conditioning service; brake service and tire service.



EQUIPMENT REPLACEMENT FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	(16,060)
Estimated Revenues FY 2018	1,168,911
Revenues Collected thru March 31, 2018	589,506
Anticipated Revenue to Sept. 30, 2018	579,405
	Sub-Total
	563,345
Estimated Expenditures FY 2018	1,046,397
Y-T-D March 31, 2018	516,738
	Sub-Total
	529,659
Estimated Beginning Cash FY 2019	33,686
Proposed Revenues FY 2019	1,222,010
	Sub-Total
	1,255,696
Proposed Expenditures FY 2019	1,255,079
Estimated Cash in Bank Sept. 30 2019	617

2018 - 2019
EQUIPMENT REPLACEMENT FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
025 EQUIPMENT REPLACEMENT FUND			
Revenues			
00-3301-00			
BANK LOAN	401,558	0	0
00-3325-00			
INSURANCE RECOVERIES	35,222	15,000	15,000
00-3336-00			
LEASE GENERAL FUND	569,886	514,045	912,949
00-3337-00			
LEASE UTILITY FUND	466,692	505,866	253,673
00-3338-00			
LEASE STORM WATER UTILITY FUND	83,333	100,000	0
00-3339-00			
LEASE AIRPORT FUND	0	0	6,388
00-3600-00			
SALE OF ASSETS	0	34,000	34,000
Revenues Total	1,556,691	1,168,911	1,222,010

2018 - 2019
EQUIPMENT REPLACEMENT FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
025 EQUIPMENT REPLACEMENT FUND			
Expenses			
PERSONNEL			
25-4101-00			
SUPERVISION	59,414	59,785	61,891
25-4103-00			
LABOR	118,214	118,793	122,994
25-4104-00			
TEMPORARY	0	12,480	12,917
25-4105-00			
OVERTIME	1,094	2,500	2,500
	SUB-TOTAL	178,722	193,558
		200,302	
PERSONNEL SERVICES			
25-4110-00			
SOCIAL SECURITY	16,551	14,807	15,323
25-4111-00			
T M R S	30,098	32,015	33,130
25-4112-00			
WORKMENS COMP	4,082	9,375	9,706
25-4114-00			
GROUP HEALTH & DENTAL INS	51,313	72,362	79,997
	SUB-TOTAL	102,043	128,559
		138,156	
SUPPLIES			
25-4201-00			
OFFICE & MISCELLANEOUS	1,861	2,000	1,900
25-4206-00			
MINOR TOOLS & APPARATUS	3,225	3,000	2,800
25-4220-00			
UNIFORM RENTAL & LAUNDRY	8,052	3,500	3,500
25-4223-00			
PROTECTIVE CLOTHING	555	1,000	1,500
25-4230-00			
FUEL FOR EQUIPMENT	211,098	177,618	211,000
25-4231-00			
OIL,ANTI-FREEZE,GREASE	6,217	10,000	10,000

2018 - 2019
EQUIPMENT REPLACEMENT FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
025 EQUIPMENT REPLACEMENT FUND			
25-4232-00			
TIRES & TUBES	23,146	25,000	23,000
25-4233-00			
BATTERIES	6,545	6,000	6,000
25-4234-00			
MISCELLANEOUS AUTO PARTS	10,261	10,000	7,000
25-4235-00			
MISC. HEAVY EQUIPMENT PARTS	4,914	5,000	5,000
25-4236-00			
MISCELLANEOUS SMALL EQUIP PTS	1,441	3,000	3,000
25-4239-00			
MISCELLANEOUS SHOP SUPPLIES	8,232	9,000	9,000
25-4240-00			
CHEMICALS	1,774	4,000	2,000
	SUB-TOTAL	287,323	259,118
		285,700	
MAINTENANCE			
25-4303-00			
INSTRUMENTS & APPARATUS	414	1,000	500
25-4304-00			
AUTOMATED EQUIPMENT			
MAINEINANCE	18,812	16,000	16,000
25-4350-00			
VEHICLE MAINTENANCE	25,820	18,000	15,000
25-4351-00			
HEAVY EQUIPMENT			
MAINTENANCE	19,899	37,050	40,000
25-4352-00			
SMALL EQUIPMENT			
MAINTENANCE	6,458	6,000	6,000
25-4353-00			
VEHICLE MAINTENANCE			
/OUTSIDE FUND	0	1,500	1,000
	SUB-TOTAL	71,404	79,550
		78,500	
CONTRACTUAL/SERVICES			
25-4411-00			
COMMUNICATIONS	28,351	11,100	11,100
25-4414-00			
EQUIPMENT RENTAL - OTHER	3,784	4,000	4,000

2018 - 2019
EQUIPMENT REPLACEMENT FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
025 EQUIPMENT REPLACEMENT FUND			
25-4415-00			
INSURANCE	47,040	43,320	45,000
25-4417-00			
LAND LEASE PAYMENTS	2,200	2,200	2,200
25-4418-00			
TRAVEL & EDUCATION	0	1,000	500
25-4430-00			
UTILITIES	5,316	0	0
25-4440-00			
CONTRACT LABOR	23,334	8,950	9,000
25-4450-00			
EQUIPMENT RENTAL (R)	0	151,441	0
25-4451-00			
VEHICLE REPAIR SERVICES	38,526	35,000	35,000
25-4452-00			
EQUIPMENT REPAIR SERVICE	53,011	49,219	50,000
25-4453-00			
SMALL EQUIPMENT REPAIR	0	2,000	2,000
SUB-TOTAL	201,561	308,230	158,800
CAPITAL			
25-4553-00			
STREET SWEEPER	0	77,382	0
SUB-TOTAL	0	77,382	0

2018 - 2019
EQUIPMENT REPLACEMENT FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
025 EQUIPMENT REPLACEMENT FUND			
DEBT SERVICE			
90-4403-00			
DEBT SERVICE PRINCIPAL	0	0	133,699
90-4404-00			
DEBT SERVICE INTEREST	0	0	8,481
90-4412-00			
CITY FLEET LEASE 2018	0	0	151,441
90-4412-01			
POLICE FLEET LEASE 2019	0	0	100,000
SUB-TOTAL	0	0	393,621
Grand Total for Revenues	1,556,691	1,168,911	1,222,010
Grand Total for Expenses	841,052	1,046,397	1,255,079

AIRPORT FUND

TERRELL MUNICIPAL AIRPORT



AIRPORT FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	624,074
Estimated Revenues FY 2018	362,030
Revenues Collected thru March 31, 2018	139,748
Anticipated Revenue to Sept. 30, 2018	222,282
	Sub-Total
	846,356
Estimated Expenditures FY 2018	366,988
Y-T-D March 31, 2018	122,696
	Sub-Total
	244,292
Estimated Beginning Cash FY 2019	602,064
Proposed Revenues FY 2019	439,030
	Sub-Total
	1,041,094
Proposed Expenditures FY 2019	1,015,781
Estimated Cash in Bank Sept. 30 2019	25,313

2018 - 2019
AIRPORT FUND BUDGET

	2017 - 2018		
	2016 - 2017	Estimate Year	2018 - 2019
	Actual Budget	End Budget	Budget
014 AIRPORT FUND			
Revenues			
00-3101-00			
HANGER REVENUE	173,075	173,000	190,000
00-3103-00			
RAMP GRANT FUNDING	0	0	50,000
00-3107-00			
TRANSFER IN GENERAL FUND	0	0	10,000
NCTCOG GRANT			
00-3201-00			
OLDCASTLE (600 AIRPORT RD)	113,735	122,400	122,400
00-3203-00			
LEASE ENVRMNTL CO-OP (30-APR-14)	1,200	3,600	3,600
00-3205-00			
BFTS No. 2 (1010 AIRPORT)	0	6,600	6,600
00-3206-00			
LEASE - CITY OF TERRELL	16,400	17,500	17,500
00-3207-00			
BFTS LEASE (30-AUG-13)	1,500	1,500	1,500
00-3208-00			
G-1 HANGER EDDIE WALOWICZ	0	6,000	6,000
00-3210-00			
G-3 HANGER C W AVIATION	0	5,040	5,040
00-3212-00			
NEW CITY HANGER CHRISTIAN	0	5,040	5,040
00-3215-00			
OLDCASTLE LEASE	0	1,200	1,200
00-3230-00			
STAR TRANSIT LEASE (12-31-45)	32,916	17,000	17,000
00-3326-00			
INTEREST INCOME	323	0	0
00-3327-00			
MISCELLANEOUS SALES	175	150	150
00-3333-00			
MADIX LEASE (31-AUG-26)	3,000	3,000	3,000
Revenues Total	342,324	362,030	439,030

2018 - 2019
AIRPORT FUND BUDGET

	2017 - 2018		
	2016 - 2017	Estimate Year	2018 - 2019
	Actual Budget	End Budget	Budget
014 AIRPORT FUND			
Expenses			
SUPPLIES			
14-4201-00			
OFFICE & MISC SUPPLIES	227	250	500
14-4220-00			
UNIFORM RENTAL & LAUNDRY	3,282	3,000	3,000
SUB-TOTAL	3,508	3,250	3,500
MAINTENANCE			
14-4303-00			
INSTRUMENTS & APPARATUS	2,609	3,000	3,000
14-4320-00			
BUILDINGS & GROUNDS	77,287	70,000	65,000
14-4326-00			
RAMP	56,237	100,000	100,000
14-4332-00			
EQUIPMENT MAINTENANCE	0	2,000	5,000
SUB-TOTAL	136,133	175,000	173,000
CONTRACTUAL / SERVICES			
14-4401-00			
AUDIT	0	4,000	4,000
14-4402-00			
FLY - IN	26,291	23,326	12,500
14-4403-00			
ADVERTISING	21,668	6,674	12,500
14-4404-00			
FBO - SERVICES	0	12,000	15,000
14-4415-00			
INSURANCE	5,259	5,500	5,500
14-4418-00			
TRAVEL & EDUCATION	4,509	5,000	1,000
14-4424-00			
SPECIAL SERVICES	14,943	30,000	25,000
14-4430-00			
UTILITIES	61,862	62,000	62,000
14-4440-00			
CONTRACT LABOR	7,952	10,000	8,000
SUB-TOTAL	142,483	158,500	145,500

2018 - 2019
AIRPORT FUND BUDGET

	2016 - 2017	2017 - 2018		2018 - 2019		
		Actual Budget	Estimate Year End Budget			
014 AIRPORT FUND						
CAPITAL						
14-4501-00						
SILENT WINGS		0	0	0		
DRAINAGE/PAVING						
14-4509-00						
LAND DEVELOPMENT STUDY		0	10,000	0		
SUB-TOTAL		0	10,000	0		
DEBT SERVICE						
90-4404-00						
TRANSFER OUT GENERAL FUND	20,238	20,238	85,584			
ADMINISTRATION						
90-4404-01						
TRNS OUT UTILITY FUND	0	0	8,197			
INDIRECT COST						
90-4405-00						
TRANSFER TO AIRPORT CAPITAL FUND	0	0	600,000			
SUB-TOTAL	20,238	20,238	693,781			
Grand Total for Revenues	342,324	362,030	439,030			
Grand Total for Expenses	302,362	366,988	1,015,781			

AIRPORT CAPITAL FUND

Airport Capital Fund



AIRPORT CAPITAL FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	0
Estimated Revenues FY 2018	0
Revenues Collected thru March 31, 2018	0
Anticipated Revenue to Sept. 30, 2018	0
	Sub-Total
	0
Estimated Expenditures FY 2018	0
Y-T-D March 31, 2018	0
	Sub-Total
	0
Estimated Beginning Cash FY 2019	0
Proposed Revenues FY 2019	600,000
	Sub-Total
	600,000
Proposed Expenditures FY 2019	252,533
Estimated Cash in Bank Sept. 30 2019	347,467

2018 - 2019
AIRPORT CAPITAL FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
018 AIRPORT CAPITAL FUND			
Revenues			
00-3301-00			
TRANSFER IN FROM AIRPORT	0.00	0.00	600,000.00
Revenues Total	0.00	0.00	600,000.00
Expenses			
18-4501-00			
RUNWAY REHABILITATION / TAXIWAY RELOCATION	0.00	0.00	252,533.00
Expenses Total	0.00	0.00	252,533.00
Grand Total for Revenues	0.00	0.00	600,000.00
Grand Total for Expenses	0.00	0.00	252,533.00

IMPACT FEE FUND

IMPACT FEE FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	338,411
Estimated Revenues FY 2018	209,245
Revenues Collected thru March 31, 2018	186,488
Anticipated Revenue to Sept. 30, 2018	22,757
	Sub-Total
	361,168
Estimated Expenditures FY 2018	225,000
Y-T-D March 31, 2018	13,450
	Sub-Total
	211,550
Estimated Beginning Cash FY 2019	149,618
Proposed Revenues FY 2019	142,245
	Sub-Total
	291,863
Proposed Expenditures FY 2019	285,000
Estimated Cash in Bank Sept. 30 2019	6,863

2018 - 2019
IMPACT FEE FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018		2018 - 2019 Budget
		Estimated	Year End Budget	
027 IMPACT FEES FUND				
Revenues				
INTEREST INCOME	271	245	245	
00-3401-00				
ROADWAY FEES WEST SERVICE	19,853	42,000	20,000	
00-3402-00				
ROADWAY FEES EAST SERVICE	73,267	42,000	20,000	
00-3403-00				
WATER FEES	46,598	62,000	62,000	
00-3404-00				
SEWER FEES	76,350	100,000	40,000	
Revenues Total	216,339	246,245	142,245	

2018 - 2019
IMPACT FEE FUND BUDGET

	2016 - 2017 Actual	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
027 IMPACT FEES FUND			
Expenses			
10-4403-00			
STEP GRANT PRE-CONSTRUCTION	55,101	0	0
10-4404-00			
CONSULTANT FEES & SERVICES	0	25,000	25,000
10-4497-00			
TRANSFER OUT CAPITAL IMPROVEMENT FUND	0	150,000	0
10-4501-00			
DESIGN ROSEHILL/I20 GREEN	0	85,000	85,000
10-4502-00			
MIKE CRONIN BUSINESS PARK ENGINEERING	0	50,000	0
10-4504-00			
LEFT TURN LANE SH 34 (PD)	65,000	0	0
10-4505-00			
IMPACT FEE REPORT UPDATE 2019	0	0	175,000
Expenses Total	120,101	310,000	285,000
Grand Total for Revenues	216,339	246,245	142,245
Grand Total for Expenses	120,101	310,000	285,000

CAPITAL IMPROVEMENT FUND

CAPITAL IMPROVEMENT FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	232,684
Estimated Revenues FY 2018	639,542
Revenues Collected thru March 31, 2018	289,542
Anticipated Revenue to Sept. 30, 2018	350,000
	Sub-Total 582,684
Estimated Expenditures FY 2018	542,636
Y-T-D March 31, 2018	164,256
	Sub-Total 378,380
Estimated Beginning Cash FY 2019	204,304
Proposed Revenues FY 2019	366,962
	Sub-Total 571,266
Proposed Expenditures FY 2019	190,000
Estimated Cash in Bank Sept. 30 2019	381,266

2018 - 2019
CAPITAL IMPROVEMENT FUND BUDGET

		2017 - 2018			
		2016 - 2017	Estimated Year Actual Budget	2018 - 2019	
026 CAPITAL IMPROVEMENT FUND					
Revenues					
00-3101-00					
TRANSFER IN GENERAL FUND		81,255	0	0	
00-3102-00					
TRANSFER IN IMPACT FUND		0	150,000	0	
00-3103-00					
TRANSFER IN STORMWATER FUND		110,897	100,000	0	
00-3104-00					
TRANSFER IN UTILITY FUND		0	100,000	366,962	
00-3210-00					
PAVING INCOME		90	0	0	
00-3222-01					
STATE GRANT FUNDS REIMBURSEMENT		161,935	289,542	0	
SIDEWALKS					
00-3222-02					
STATE GRANT FUNDS REIMBURSEMENT HWY		65,010	0	0	
34 LIGHT					
00-3290-00					
OTHER		55,700	0	0	
00-3291-00					
TRANSFER FROM C.O. 2008		43	0	0	
00-3292-00					
CLOSE C.. 2007 A		23,270	0	0	
00-3693-00					
TRANSFER IN HOUSING REHAB ASSISTANCE		80,000	0	0	
00-3694-00					
TRANSFER IN RED LIGHT CAMERA FUND		45,272	0	0	
Revenues Total		623,473	639,542	366,962	

2018 - 2019
CAPITAL IMPROVEMENT FUND BUDGET

		2017 - 2018		
		2016 - 2017	Estimated Year	2018 - 2019
		Actual Budget	End Budget	Budget
026 CAPITAL IMPROVEMENT FUND				
Expenses				
00-4401-01				
GROVE ST SIDEWALK		388,952	80,500	0
00-4401-02				
ENGINEERING S. ROCKWALL SIDEWALKS		0	44,500	0
00-4401-03				
PROJ 17-07 SAFE ROUTE TO SCHOOL		5,501	0	0
00-4402-00				
ADELAIDE ST ENGINEERING		0	0	60,000
004402-01				
ROCKWALL ST ENGINEERING		0	0	130,000
00-4413-00				
TRAFFIC STUDY		6,175	10,000	0
00-4420-00				
FEES		62	0	0
00-4501-00				
PROJECT 17-03 COUNTY RD 305		374,062	17,636	0
00-4502-00				
REPURPOSE OLD POLICE FACILITY		89,628	0	0
00-4503-00				
GRIFFITH DESIGN AND RECONSTRUCTION		0	390,000	0
Expenses Total		864,380	542,636	190,000
 Grand Total for Revenues		623,473	639,542	366,962
 Grand Total for Expenses		864,380	542,636	190,000

PUBLIC PRIVATE PARTNERSHIP FUND

**PUBLIC PRIVATE PARTNERSHIP FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2018	1,173,214
Estimated Revenues FY 2018	10,409,535
Revenues Collected thru March 31, 2018	1,004,919
Anticipated Revenue to Sept. 30, 2018	9,404,616
	Sub-Total 10,577,829
Estimated Expenditures FY 2018	3,430,289
Y-T-D March 31, 2018	756,736
	Sub-Total 2,673,553
Estimated Beginning Cash FY 2019	7,904,277
Proposed Revenues FY 2019	3,612,000
	Sub-Total 11,516,277
Proposed Expenditures FY 2019	10,465,000
Estimated Cash in Bank Sept. 30 2019	1,051,277

2018 - 2019
PUBLIC PRIVATE PARTNERSHIP FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
015 PUBLIC PRIVATE PARTNERSHIPS			
GENERAL PROPERTY TAXES			
00-3304-00			
TAX COLLECTIONS TAX			
INCREMENT FINANCE	0	220,000	225,000
00-3304-01			
TAX COLLECTIONS POWER			
CENTER	0	122,235	125,000
00-3305-00			
TAX COLLECTIONS -	41,113	0	0
SUB-TOTAL	41,113	342,235	350,000
SALES AND USE TAX			
00-3315-00			
STALLINGS IMPROVEMENT FUND	0	0	150,000
00-3304-06			
CROSSROADS DEVELOPMENT	0	0	50,000
SUB-TOTAL	0	0	200,000
OTHER SERVICES			
00-3307-00			
OTHER	1,457	300	0
00-3310-00			
CROSSROADS STREET LIGHTS	284,447	0	0
00-3601-00			
INTEREST INCOME	2,665	2,000	2,000
SUB-TOTAL	288,569	2,300	2,000
RESTRICTED REVENUES			
00-3800-00			
FM 148(N)	0	10,000,000	3,000,000
00-3802-00			
I H 20	102,985	0	0
00-3803-00			
SPUR 557 RAMPS	68,722	0	0
00-3803-01			
LOS LOMAS EXTENTION	0	65,000	60,000
SUB-TOTAL	171,707	10,065,000	3,060,000
REVENUES TOTAL	501,389	10,409,535	3,612,000

2018 - 2019
PUBLIC PRIVATE PARTNERSHIP FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
015 PUBLIC PRIVATE PARTNERSHIPS			
Expenses			
Department 15 TAX INCREMENT FINANCE NO. 1			
RESTRICTED OBLIGATIONS			
15-4401-00			
FM 148 (S)	18,750	0	0
15-4403-00			
SPUR 557 RAMPS	68,722	0	0
15-4403-01			
LOS LOMAS EXTENTION	0	0	125,000
15-4404-00			
SPUR 557 FRONTAGE ROAD	65,518	0	0
15-4405-00			
FM 148(N)	706,903	3,000,000	10,000,000
SUB-TOTAL	859,893	3,000,000	10,125,000
FUND EXPENSES			
15-4410-00			
TIF REIMBURSEMENT SINACOLA	0	3,500	0
15-4410-02			
TIF REIMBURSEMENT BAYLOR	0	116,250	0
15-4410-03			
TIF REIMBURSEMENT TERRELL			
MARKET CENTER	187,984	140,382	90,000
15-4410-05			
TIF REIMBURSEMENT EDC	0	1,800	0
SUB-TOTAL	187,984	261,931	90,000
TAX INCREMENT FINANCE NO.			
1 TOTAL	1,047,878	3,261,931	10,215,000

2018 - 2019
PUBLIC PRIVATE PARTNERSHIP FUND BUDGET

	2016 - 2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
015 PUBLIC PRIVATE PARTNERSHIPS			
Expenses			
Department 16 TERRELL POWER CENTER			
16-4401-00			
BAYLOR REIMBURSEMENT	0	55,029	115,000
16-4402-00			
TMC REIMBURSEMENT	0	51,013	60,000
TERRELL POWER CENTER			
TOTAL	0	106,041	175,000
Expenses			
Department 21 CROSSROADS DEVELOPMENT AGREEMENT			
21-4401-00			
CROSSROADS DEVELOPER			
AGREEMENT	0	0	50,000
CROSSROADS DEVELOPMENT			
AGREEMENT TOTAL	0	0	50,000
Expenses			
Department 23 STALLINGS IMPROVEMENT FUND			
23-4401-00			
ENGINEERING	0	0	25,000
STALLINGS IMPROVEMENT			
FUND TOTAL	0	0	25,000
Expenses			
Department 90 DEBT SERVICE			
90-4402-00			
TRANSFER TO COUNTY TIF FUND	0	41,113	0
DEBT SERVICE Dept Total	0	41,113	0
Grand Total for Revenues	501,389	10,409,535	3,612,000
Grand Total for Expenses	1,047,878	3,409,086	10,465,000

PUBLIC
IMPROVEMENT
DISTRICT FUND

**PUBLIC IMPROVEMENT DISTRICT FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2018	\$ 8,023
Estimated Revenues FY 2018	\$ 72,558
Revenues Collected thru March 31, 2018	\$ -
Anticipated Revenue to Sept. 30, 2018	\$ 72,558
	Sub-Total \$ 80,581
Estimated Expenditures FY 2018	\$ 62,613
Y-T-D March 31, 2018	\$ 62,613
	Sub-Total \$ 62,613
Estimated Beginning Cash FY 2019	\$ 17,968
Proposed Revenues FY 2019	\$ 130,000
	Sub-Total \$ 147,968
Proposed Expenditures FY 2019	\$ 70,000
Estimated Cash in Bank Sept. 30 2019	\$ 77,968

2018 -2019
PUBLIC IMPROVEMENT DISTRICT FUND BUDGET

	2016 - 2017	2017 - 2018	2018 - 2019
	Actual Budget	Estimated Year End Budget	Budget
Fund 013 PUBLIC IMPROVEMENT DISTRICT LOCAL FUND			
Revenues			
00-3101-00			
TRANSFER FROM GENERAL FUN	27,000.00	0.00	0.00
00-3102-00			
TRANSFER FROM PPP FUND	0.00	25,300.00	0.00
00-3210-00			
MARKET CENTER PID ASSESSMI	0.00	0.00	40,000.00
00-3211-00			
CROSSROADS PID ASSESSMENT	0.00	13,823.00	30,000.00
00-3214-00			
WESTEND SIDEWALK			
CONWAY AGREEMENT	0.00	33,435.00	60,000.00
00-3601-00			
INTEREST INCOME	2.70	0.00	0.00
Revenues Total	27,002.70	72,558.00	130,000.00
Department 11 MARKET CENTER PID			
Expenses			
11-4402-00			
MAINTENANCE	1,130.00	62,613.00	35,000.00
11-4403-00			
LANDSCAPE MAINTENANCE	0.00	0.00	2,500.00
11-4404-00			
ROADWAY MAINTENANCE	0.00	0.00	2,500.00
MARKET CENTER PID TOTAL	1,130.00	62,613.00	40,000.00
Department 12 CROSSROADS			
Expenses			
12-4402-00			
MAINTENANCE	0.00	0.00	25,000.00
12-4403-00			
LANDSCAPE MAINTENANCE	0.00	0.00	2,500.00
12-4404-00			
ROADWAY MAINTENANCE	0.00	0.00	2,500.00
CROSSROADS PID TOTAL	0.00	0.00	30,000.00
Grand Total for Revenues	27,002.70	72,558.00	130,000.00
Grand Total for Expenses	1,130.00	62,613.00	70,000.00

INFORMATION TECHNOLOGY

MISSION STATEMENT

The City of Terrell Department of Information Technology is committed to increasing the efficiency and effectiveness of the City's information technology services and support. The department provides customer-driven services citywide in areas utilizing networks, desktops, application development, radios and telephones, and related program and project management. These services are of the highest quality possible and are consistent with city's needs, schedules, and budgets.

To provide proven, state-of-the-practice Information Technologies, in the most strategic, cost effective, and efficient ways possible to support internal City operations and business activities.

In pursuit of this mission, our efforts are guided by the following **Operating Principles**:

- We are city service and solutions oriented;
- We exist to serve our city; and
- Our success is measured by the success of our city and by our alignment to its business objectives.

The following goals assist us in accomplishing our mission and exhibiting our operating principles on a daily basis:

- Be a consultative organization that is embedded within city business, and highly responsive to their technological needs;
- Build an innovative culture that is forward thinking and offers solutions;
- Be a performance based organization promote excellence and accountability; and
- Develop and maintain a technology road map of all existing and contemplated services.



Information Technology Indirect Cost Study Recommendation

The City of Terrell has an outsourced IT services agreement and has decentralized many of the expenses as Automated Equipment Maintenance and Communications into various departments. The recently completed Indirect Cost Study recommends setting up the Information Technology function as an internal service fund similar to the way the City is currently handling the Equipment Replacement Fund.

For the 2019 Fiscal Year, the Information/Technology Fund has been setup. Please note this is for I/T related services only. Communications costs continue to be to be distributed by department. For Fiscal Year 2019, the I/T budget has been cut from the 2018 Estimated year-end budget by 20.29% or \$152,000.

To meet budgeted goals, the I/T department will reduce service, redeploy used equipment and/or defer services as necessary to avoid a budget overrun. Effective October 1, 2018, all requests for any item deemed as I/T related services, network, Internet, web, services and/or purchases etc. will be expensed or charged out through the City Secretary / Finance Office.

Web Services, Google products and email etc. are provide by Cave and associates. Extra services outside the scope of their agreement with the city will be charged to the department budget.

The City has a contract with ALPs to provide printer, hardware and software support services to employees. You must submit electronic work orders for ALPs services. The on-site support is provided Monday, Wednesday and Fridays only. The company provides support and supplies for printers. They do not change out cartridges or consumables. Employees who need access to the supply cage for printer cartridges should contact the City Secretary's office. ALPs maintains the inventory in the supply cage. Do not place your empty cartridges in the supply cage.

ANTS technology provides telephone, network, MAC hardware (IPads and Mac books) and Internet access services to employees. On-site and office support is provided for an hourly fee plus parts.

Both companies have a vast array of knowledge and services not provided to the city. If you use the company for services outside the scope for which they were originally hired, your budget will be charged for the service.

Digital (camera and monitoring) security services are provided by Terrell Alarm. The company remotely monitors all of the City sites. These fees will be charged to department communications budgets. Warning: do not mistakenly use ALPS OR ANTS company for security services as they must have a State of Texas license for security services before providing and/or servicing security devices.

Fund	Actual	Actual	Estimated	Proposed	Reduction from Estimated Year End	(% +/-)
	2016	2017	2018	2019		
General	520,598	580,092	489,000	457,269		
Utility	211,335	234,866	242,861	122,843		
ERF	14,497	18,812	16,000	16,000		
	746,430	833,770	747,861	596,112	-151,749	-20.29%

INFORMATION / TECHNOLOGY FUND

ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	0
Estimated Revenues FY 2018	0
Revenues Collected thru March 31, 2018	0
Anticipated Revenue to Sept. 30, 2018	0
	Sub-Total
	0
Estimated Expenditures FY 2018	0
Y-T-D March 31, 2018	0
	Sub-Total
	0
Estimated Beginning Cash FY 2019	0
Proposed Revenues FY 2019	596,112
	Sub-Total
	596,112
Proposed Expenditures FY 2019	596,112
Estimated Cash in Bank Sept. 30 2019	0

INFORMATION AND TECHNOLOGY FUND

	2016-2017 Actual Budget	2017 - 2018 Estimated Year End Budget	2018 - 2019 Budget
Fund 044 INFORMATION TECHNOLOGY			
Revenues			
00-3201-00			
TRANSFER IN GENERAL FUND	0	0	457,269
00-3202-00			
TRANSFER IN UTILITY FUND	0	0	122,843
00-3203-00			
TRANSFER IN EQUIP REPL FUND	0	0	16,000
Revenues Total	0	0	596,112
Expenses			
11-4304-00			
HARDWARE SERVICES	0	0	135,000
12-4304-00			
NETWORK SERVICES	0	0	170,000
13-4304-00			
INTERNET SERVICES	0	0	43,500
14-4304-00			
SOFTWARE SERVICES	0	0	191,392
15-4304-00			
PRINTER SERVICES	0	0	56,220
Expenses Total	0	0	596,112
Revenues Total	0	0	596,112
Expenses Fund Total	0	0	596,112

**INTEREST &
SINKING
No. 1**

INTEREST AND SINKING FUND No. 1
ESTIMATED CASH POSITION

Cash in Bank March 31, 2018	\$ 941,283
Estimated Revenues FY 2018	\$ 3,116,378
Revenues Collected thru March 31, 2018	\$ 1,793,566
Anticipated Revenue to Sept. 30, 2018	\$ 1,322,812
	Sub-Total \$ 2,264,095
Estimated Expenditures FY 2018	\$ 3,046,377
Y-T-D March 31, 2018	\$ 2,434,073
	Sub-Total \$ 612,304
Estimated Beginning Cash FY 2019	\$ 1,651,792
Proposed Revenues FY 2019	\$ 2,937,970
	Sub-Total \$ 4,589,762
Proposed Expenditures FY 2019	\$ 2,937,970
Estimated Cash in Bank Sept. 30 2019	\$ 1,651,792

I AND S #1
DEBT SCHEDULE PROJECTION

		15-16	16-17	17-18	18-19	19-20	20-21	21-22
AIRPORT IMPROVEMENTS	2003	118,276	114,706	115,965	116,940	117,600	117,935	117,963
CO 2006 1.5 MIL	2006	86,825	84,557	87,288	84,738	87,188	84,425	86,663
CO 2007A 2.0 MIL	2007A	97,752	95,178	97,497	99,601	96,598	98,488	95,270
CO 2007B 2.0 MIL	2007B	273,361	272,937					
CO 2008 4.9 MIL	2008	462,064	457,343	461,952	275,019	276,766	273,179	274,257
GO REFUNDING	2009	367,058	366,840	366,318	365,490			
CO 2011A 4.7 MIL	2011A	354,610	351,310	352,900	353,951	354,445	354,681	354,235
CO 2011B 1.5 MIL	2011B	97,063	96,163	95,188	99,050	97,825	96,600	100,088
GO REFUNDING	2012	630,664	630,269	629,685	633,865	637,761	646,327	644,609
CO 2013 1.6 MIL	2013	205,986	206,564	207,010	202,390	202,704	202,886	202,936
CO 2014 12.5 MIL	2014	487,025	487,025	630,575	701,925	829,400	843,375	856,600
TOTAL		3,180,684	3,162,892	3,044,377	2,932,970	2,700,288	2,717,896	2,732,620

TRANSFER IN UTILITY FUND	1,779,217	1,762,989	1,773,706	1,279,058	1,404,416	1,408,046	1,409,108
AMOUNT TO BE PROVIDED BY TAXES	1,401,467	1,399,903	1,270,671	1,653,912	1,295,872	1,309,850	1,323,512

	22-23	23-24	24-25	25-26	26-27	27-28	28-29
AIRPORT IMPROVEMENTS	2003	117,703					
CO 2006 1.5 MIL	2006	88,688	85,500	87,219	88,719		
CO 2007A 2.0 MIL	2007A	96,946	98,406	94,760	96,006	97,038	
CO 2008 4.9 MIL	2008	274,889	275,075	274,814	274,108	277,844	276,022
CO 2011A 4.7 MIL	2011A	353,085	351,635	354,735	352,385	354,180	350,105
CO 2011B 1.5 MIL	2011B	98,288	96,488	99,575	97,550	95,413	95,538
GO REFUNDING	2012	365,348	373,497				
CO 2013 1.6 MIL	2013	202,854	202,640				
CO 2014 12.5 MIL	2014	883,850	998,550	1,198,000	1,198,263	1,194,200	1,197,375
TOTAL		2,481,649	2,481,790	2,109,103	2,107,031	2,018,674	1,921,540
							1,639,748

TRANSFER IN UTILITY FUND	1,156,250	1,159,102	821,478	821,211	743,900	644,119	446,073
AMOUNT TO BE PROVIDED BY TAXES	1,325,399	1,322,688	1,287,625	1,285,820	1,274,774	1,277,421	1,193,675

	29-30	30-31	31-32	32-33	33-34	34-35	35-36
CO 2011A 4.7 MIL	2011A	350,305	354,250	352,231	354,238	355,231	350,381
CO 2011B 1.5 MIL	2011B	97,913	95,163	97,288	99,163	95,913	97,538
CO 2014 12.5 MIL	2014	1,196,175	1,196,175	1,193,675	1,194,300	1,193,400	

TOTAL 1,644,393 1,645,588 1,643,194 1,647,700 1,644,544 447,919 453,431

TRANSFER IN UTILITY FUND	448,218	449,413	449,519	453,401	451,144	447,919	453,431
AMOUNT TO BE PROVIDED BY TAXES	1,196,175	1,196,175	1,193,675	1,194,299	1,193,400	0	0

	36-37	37-38	38-39	39-40	40-41	41-42	42-43
CO 2011A 4.7 MIL	2011A	352,475	354,250	354,675	353,750	351,475	
CO 2011B 1.5 MIL	2011B	99,988	95,888	96,659	97,175	97,434	
TOTAL		452,463	450,138	451,334	450,925	448,909	

TRANSFER IN UTILITY FUND	452,463	450,138	451,334	450,925	448,909
AMOUNT TO BE PROVIDED BY TAXES	0	0	0	0	0

Fund Definitions

General Fund is the chief operating fund of the city, accounts for all financial resources and expenditures that are not covered in one of the other funds.

Enterprise funds are used to account for a city's business activities that receive a major portion of their funding from user charges.

- (1) Utility Fund**
- (2) Airport Fund**

Special revenue funds are used to account for revenue that is earmarked by law or by city policy for specific purposes.

- (1) Tourism Fund**
- (2) Impact Fee Fund**
- (3) Public Private Partnership Fund**

Capital projects funds account for all financial resources and expenditures for the acquisition or construction of major capital facilities.

- (1) Capital Improvement Fund**
- (2) Utility Capital Reserve Fund**
- (3) Airport Capital Fund**

Debt service funds account for money set aside to pay the principal and interest on long-term debt.

- (1) Interest and Sinking Fund No. 1 Taxable Debt.**

Internal service funds are used to account for revenue and expenses for services rendered by one city department to another.

- (1) Equipment Replacement Funds**
- (2) Self Insurance Fund**
- (3) Information Technology Fund**

Revenue Definitions

Property Tax. All property tax revenues, including delinquent tax payments, penalties and interest.

Other Local Taxes. Revenue from mixed beverage tax receipts among others.

City Sales Tax. Receipts from the local sales and use tax were originally established at 1 percent. The City of Terrell elected to levy an additional amount to reduce property taxes and for economic development purposes.

Franchise Fees. Revenues from fees imposed on investor-owned electric or gas utilities, telecommunication, cable, taxicab companies, and other private corporations using the city's streets and other rights-of-way. These fees are in addition to and separate from the property taxes levied against such companies.

License and Permit. Revenue generated from building permits and animal licenses among others.

Fines and Fees. Funds received from payments of traffic fines and other fines for violations of city laws or ordinances.

Charges for Current Services Funds received Trash and Landfill services.

Use of Money. Income from interest paid on deposits of idle city funds.

Community Services. Receipts realized from rental of city-owned buildings, land or other city resources.

Refunds and Recoveries Funds recovered from insurance claims and settlements.

Other Revenue. Miscellaneous revenue Donations, State, federal and local grant funds.

Expenditure Definitions

Personnel & Personal Services. This includes the cost of salaries, wages and fringe benefits for city employees.

Supplies. This includes the cost of fuel, tires, and office supplies, small items of equipment, tools and clothing.

Maintenance **this** includes cost for on going maintenance and or repair and replacement of equipment.

Contractual Services. The cost of travel, office space rentals, purchased utilities, and professional services provided by attorneys, consulting engineers, architects, accountants, and other outside firms on a contractual basis.

Capital Outlays. Cost of major equipment, vehicles, and other items, which have a useful life of several years.

Debt Service. Payments of principal and interest on general obligation (tax) bonds, revenue bonds, certificates of obligation and other debts that may be incurred by the city.

City of Terrell
Chart of Accounts

PERSONNEL		
Dept	Code	Description
xx	4101	Supervision – Salary and wages paid to employees filling Council approved, permanent, full time positions
xx	4102	Clerical – Salary and wages paid to employees filling Council approved, permanent, full time positions
xx	4103	Labor - Salary and wages paid to employees filling Council approved, permanent, full time positions
xx	4104	Temporary - Salaries and wages paid to part-time, seasonal, hourly personnel. These employees are non-benefited employees
xx	4105	Overtime - Overtime wages paid in accordance with federal wage and hour laws
xx	4106	Standby-pay - Wages paid to employees who are assigned to "standby" to answer public service calls
xx	4107	Professional - Salaries and wages paid to employees who are on the payroll under contract status
PERSONNEL SERVICES		
xx	4110	Social Security - City's portion of mandatory contribution into the federal social security system
xx	4111	TMRS - City's participation in retirement program, for Council approved, full-time employees
xx	4112	Workmen's Comp - City's cost for providing workmen's compensation insurance for employees
xx	4113	Unemployment Benefits - self explanatory
xx	4114	Group Health & Dental Insurance - City's participation in group hospitalization and dental insurance plan
xx	4116	ICMA Deferred Compensation Plan - International City Manager's Association deferred compensation plan
SUPPLIES		
Dept	Code	Description
xx	4201	Office Supplies - Supplies necessary for general office use, cleaning supplies – soaps, wax, mops, brooms, paper towels, light bulbs, etc., operational supplies – supplies pertaining to organizational mission that are expended upon use, forms & supplies/computer – continuous forms, ribbons, inks, disks, small programs and printer supplies used in the operation of computers

City of Terrell
Chart of Accounts

SUPPLIES (continued)		
Dept	Code	Description
xx	4204	Printing – Commercial printing of forms and receipts and other matter for commercial use
xx	4206	Minor Tools & Apparatus – Pliers, wrenches, drill bits, picks, shovels, hand cuffs, small water hoses, axes, and small power tools that do not qualify for capitalization, etc.
xx	4207	K-9 Supplies
xx	4209	Safety Supplies – Supplies that are deposited in the first aid kits in the various departmental locations
xx	4211	Food and/or Concession Supplies – Food purchased for in-house use (i.e. prisoners, council) and items that are for sale in concession facilities
xx	4212	Election supplies – Supplies that are for the use in city officer/city related elections
xx	4213	Ammunition – Ammunition for firearms to be used by the police department
xx	4214	Postage – The purchase of postage for the mailing of all city correspondence
xx	4220	Uniform Rental & Laundry – The cost of uniform rental and laundry for employees and facilities respectively
xx	4221	Uniform Purchase – The purchase of uniforms
xx	4222	Clothing Allowance – Police criminal investigations unit
xx	4223	Protective Clothing – Foul weather gear, clothing required for working near hazardous materials
xx	4227	Computer Applications – CD Rom materials (Library use only)
xx	4228	Audio Visual Materials – Supplies used in the operation of audio and visual equipment
xx	4229	Books & Periodicals – Self Explanatory
xx	4230	Fuel for Equipment – Self Explanatory
xx	4234	Miscellaneous Auto Parts – The purchase of auto parts for inventory purposes

City of Terrell
Chart of Accounts

Supplies (continued)		
Dept.	Code	Description
xx	4240	Chemicals - The purchase of chemicals other than those chemicals that are identified specifically
xx	4241	Copper Sulfate – Self explanatory
xx	4242	Chlorine – Self explanatory
xx	4244	Polymer – Self explanatory
xx	4245	Soda Ash - Self explanatory
xx	4246	Lime – Self explanatory
xx	4247	Ammonia –Self explanatory
xx	4248	Caustic Soda - Self explanatory
xx	4249	Chemicals & Related Supplies Lab - The purchase of chemicals and supplies specifically for laboratory purposes
xx	4250	Sulfur Dioxide - Self explanatory
xx	4260	Concrete - Self explanatory
xx	4261	Concrete Culverts - Self explanatory
xx	4269	Other Concrete Products - Self explanatory
xx	4270	Rock - Self explanatory
xx	4271	Asphalt -Self explanatory
xx	4272	Dirt - Self explanatory
xx	4273	Sand - Self explanatory
xx	4280	Street Signs - Self explanatory
xx	4290	Other Supplies - Supplies that cannot be classified in other categories – oil, lubricants & antifreeze, tires & tubes, batteries, miscellaneous heavy equipment parts (purchase of heavy equipment parts for inventory), miscellaneous small equipment parts(purchase of small equipment parts for inventory), miscellaneous shop supplies
xx	4291	League Softball - All expenses related to league softball
xx	4292	Terrell Tennis Association – Supplies
MAINTENANCE		
xx	4301	Office Equipment – Maintenance agreements and other costs related to maintenance of office equipment, typewriters, calculators, etc., and furniture and fixtures (costs to maintain office furniture and fixtures). This does not include computer equipment
xx	4303	Instruments & Apparatus – Cost to maintain instruments and apparatus

City of Terrell
Chart of Accounts

MAINTENANCE
(continued)

Dept.	Code	Description
xx	4304	Automated Equipment Maintenance - Cost associated with the maintenance of computers, networks, printers, and associated office automation equipment.
xx	4305	Outside Furniture & Fixtures – Cost to maintain outside furniture and fixtures (includes lighting fixtures)
xx	4315	Dam & Pump Station - Cost to maintain the water supply's dams and pump station
xx	4316	Elevated Towers - Cost to maintain the elevated water towers
xx	4317	Treatment Plant - Cost to maintain the waste reproduction and wastewater treatment plants
xx	4319	Ground Water Storage Tanks - Cost to maintain the ground water storage tanks
xx	4320	Buildings - Maintenance and repair of buildings and structures. (does not include park buildings and structures)
xx	4321	Athletic Field Maintenance - Cost of maintenance to football, soccer, and baseball fields (does not include landscape service, hydromulch or sprinkler systems)
xx	4322	Swimming Pool Maintenance – Self Explanatory
xx	4323	Park Structure Maintenance - Maintenance and repair of buildings and structures in parks
xx	4339	Street Lights – Cost to maintain the city-owned street lamps (i.e. downtown nostalgia lighting)
xx	4340	Street Maintenance – Surface repairs, patch and resurfacing, etc.
xx	4341	Storm Sewer and Utility Maintenance - Self explanatory
xx	4342	Sidewalk Maintenance - Cost associated with maintenance of all city-maintained sidewalks
xx	4344	Transmission Maintenance (Water & Sewer Lines) – Common to all
xx	4350	Vehicle Maintenance - Service fees, supplies and parts for the operation of motor vehicles under the control of the central service garage
xx	4351	Heavy Equipment Maintenance - Service fees, supplies and parts for the operation of heavy equipment under the control of the central service garage

City of Terrell
Chart of Accounts

MAINTENANCE (continued)		
Dept	Code	Description
xx	4352	Small Equipment Maintenance – Service fees, supplies and parts for the operation of small equipment under the control of the central service garage
xx	4353	Vehicle Maintenance (Outside) – Service fees, supplies and parts for the operation of motor vehicles not under the control of the central service garage
xx	4390	Other Maintenance – Service fees, supplies and parts necessary for the repair of equipment, water pumps, mixers, clarifiers, etc.
xx	4391	Tennis Court Maintenance – Service fees, supplies and parts necessary for the operation of equipment and maintenance of tennis courts
xx	4392	Ground/ROW Maintenance – Cost to maintain those grounds and city maintained right-of-ways that are not identified under landscape
CONTRACTUAL SERVICES		
Dept	Code	Description
xx	4401	Audit Services – Cost for services provided for financial audit service
xx	4402	Membership & Dues – Cost for memberships in professional organizations and subscriptions to professional publications
xx	4403	Advertising – Cost for promoting the City and for publication of legal advertising, notices
xx	4404	Consultant Fees & Services – For professional consultants
xx	4405	Planning Fees & Services – Self explanatory
xx	4406	Automated Services – Charges for contract automated information retrieval services
xx	4407	Recording – Charges for researching property information and filing and recording of liens
xx	4408	Interest – MasterCard
xx	4409	Ad Valorem Tax – Cost for ad valorem taxes not exempted by state law
xx	4411	Communications – Contract cost related to telephone, mobile telephones, internal communications systems (PBX Stations, etc.) portable radios, mobile radios, and base stations
xx	4412	Auto Allowance – Reimbursement for personal vehicle usage for approved, permanent full time positions

CONTRACTURAL SERVICES (continued)

Dept	Code	Description
xx	4414	Equipment Rental Other – Self explanatory
xx	4415	Insurance – Premium Payments – Cost of insurance coverage for liability/vehicles/equipment; all coverage excluding the employees health/life/dental/disability
xx	4416	Debt Service – Payments of debts incurred by City
xx	4417	Land Lease Payments – The payment for leases on land that are incurred by the City
xx	4418	Travel & Education – All costs associated with attending outside functions, which include the instruction of techniques and methods in specific areas of city operation intended to immediately increase skill and knowledge of employee performance of job. Includes professional meetings, seminars, and conferences where the primary goal is to share general information and to provide travel, tuition and registration fees, lodging, and meals
xx	4419	Training & Publication – Books, publications, films, testing supplies, and other expendable items used for in-service training
xx	4420	Commercial Lab Analysis – Outside lab analysis for water & wastewater
xx	4422	Other Services – Cost for miscellaneous services to the City, not defined in special services, and does not include professional services; film processing
xx	4423	Jail Laundry Service – Cost incurred for laundry service for city jail
xx	4424	Special Services – Professional services
xx	4425	Police Auxiliary – Cost associated with the police auxiliary program
xx	4427	Retired Volunteer Firemen – Costs associated with the retired volunteer firemen benefits
xx	4428	Seized Funds Expenditure – Self explanatory
xx	4430	Utility Services – services for water and special drinking water, natural & propane gas service, light & power service
xx	4434	Light & Power Service Tawakoni Pump Station – Costs associated with the power service for the Tawakoni Pump Station
xx	4440	Contract Labor – Services for personnel and equipment to perform a specific job
xx	4450	Equipment Rental – (reserved) Fees for vehicle rental from central garage
xx	4451	Vehicle Repair Services – Contractual repair of fleet vehicles includes any parts provided by the vendor to make the repair

CONTRACTUAL SERVICES (continued)

Dept.	Code	Description
xx	4452	Equipment Repair Services – Contractual repair to heavy equipment (graders, tractors, etc.) and machinery (jet machines, street sweeper, etc.) includes any parts provided by the vendor to make the repair
xx	4460	Physicals & Medical Expenses – Cost for physical examinations and other medical expenses
xx	4461	Employee Assistance Program – Cost for professional program to assist city employees seeking help in different areas; assist management in people oriented programs
xx	4462	Drug Testing – Cost associated for drug testing programs and actual testing
xx	4464	C & CI – Police Department use only
xx	4466	Sludge Management – Cost associated with the removal of sludge materials from the water production/wastewater treatment plants
xx	4470	Landscape Services – Service required for maintenance of grounds (sprinkler service, plants and shrubs, etc)
xx	4480	Structure Demolition and Clean Up – Cost associated with the demolition and clean-up for properties, includes those properties not owned by city
xx	4490	Other Services Not Listed - emergency repair services, contractual repair to small equipment (lawn care, power equipment, etc. – includes any parts provided by the vendor to make the repair), landscape services (required for maintenance of grounds – sprinkler service, plants and shrubs, etc.)
xx	4491	Teen Court Services – Costs associated with providing teen court program
xx	4492	Contract Refuse Collection – Cost for contract for refuse collection
xx	4493	Refuse Container Service – Cost of services for delivery and pickup of refuse containers (i.e. City Convenience Station)
xx	4494	Annual Spring Cleanup Services – Cost for services provided for city wide cleanup event
xx	4495	Summer Recreation Program – contract recreation service
xx	4496	Turn Around Terrell – Cost for goods and services provided for drug free Terrell program
xx	4497	Sabine River Authority – Contract with the Sabine River Authority for providing water from Lake Tawakoni
CAPITAL OUTLAY		
Dept	Code	Description
xx	4500-4550	Accounting codes will be assigned by the Finance Department

