

# City of Terrell 2017-2018 Budget

*Paving the way to Sustainable Development*









**Mayor  
D.J. Ory**



**District 3  
Mayor Pro Tem  
Sandra Wilson**



**District 5  
Council Member  
Tim Royse**



**District 4  
Deputy Mayor Pro Tem  
Charles Whitaker**



**District 2  
Council Member  
Grady Simpson**



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**CITY OF TERRELL  
FISCAL YEAR  
2017 - 2018  
ANNUAL BUDGET**

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# **BUDGET MESSAGE**





September 1, 2017

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 2017-2018 is hereby submitted for consideration and adoption. We are pleased to present to you a balanced budget for the coming fiscal year.

**Introduction**

The City is a culturally rich community with diverse economic sectors. This diversity has created a prosperous and dynamic community. The revenue picture is improving; however, the costs to deliver current services are also growing. Staff is continuously working to develop cost-effective methods of delivering new services to the citizens of Terrell.

The recommended budget continues to provide basic services, and maintains the quality standards our residents have come to expect. This balanced and strategic approach results in a spending plan that adapts to the changing needs of our community, without compromising our financial future. Along with a commitment to growing the commercial base and attracting businesses, prudent financial planning allows the City organization to invest in the citizens of Terrell.

Per the Council's priorities, we are confident in the upcoming fiscal year 2017-2018 budget, which maintains the core of Terrell as the community of choice for businesses and families alike while expanding the tax base to grow our local economy.

**Significant Fiscal Year 2016-2017 Accomplishments**

1. Terrell Police Department Headquarters opening complete;
2. Succession planning: seamless transition due to organizational retirements as workforce aging continues;
3. Enhanced customer service capabilities through technology and building improvements which provide better avenues for communication;
4. Continue momentum with a robust comprehensive economic development program to drive a surging local Terrell economy;
5. Continue crime reduction efforts;
6. High profile demolitions have greatly enhanced core residential neighborhoods, opening the door for more tax-based expansion;
7. Annexations allow greater control to increase development quality standards on the fringe.
8. Enhanced marketing of Terrell through website redesign, and partnerships with universities and colleges;
9. City Council approved various Master Planning studies to guide the city for decades which include: Comprehensive Master Plan: Downtown Plan, Economic Development Strategic Plan, Park Master Plan, Library Plan;

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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.

D.J. Ory  
Mayor

Sandra Wilson  
Mayor Pro Tem  
District 3

Charles Whitaker  
Deputy Mayor Pro Tem  
District 4

Grady Simpson  
Council Member  
District 2

Tim Royse  
Council Member  
District 5

Torry L. Edwards  
City Manager

Mike Sims  
Asst. City Manager

10. Completed three miles of street reconstruction, including remaining unpaved residential streets by the end of FY17;
11. Continued Neighborhood Reconstruction/Reinvestment to drive surging housing demand.

### **Surging Local Terrell Economy**

Taking a forward-looking view, the Terrell City Council adopts policies and embraces goals and objectives that drive economic sustainability. One such example is the joint work of the Terrell City Council and the Terrell Economic Development Corporation to develop a Comprehensive Economic Development Policy, adopted May 15, 2014, which guides job creation for the next generation.

The property tax rate is stable with increased tax base expansion in a sustainable manner. The City has realized over \$18,000,000 million in new, single-family residences over the last three years. The City's retail development in Market Center and surrounding area retail outlets will add \$22 million taxable value, making this combined area the fourth largest taxpayer in the City. Since 2014, the City of Terrell Municipal Development Department has issued building permit construction value cost totaling approximately \$125,739,457 million.

Notably, housing starts have increased by 400% since the 2012 adoption of the Council's residential incentive program. Citywide, the median single-family home sales value has steadily increased every year since 2011. Additionally, from 2010 to 2017, average residential sale prices have increased by 69%, which is primarily attributable to home restoration and remodeling within the core of the City.

The Council's strategy of developing a sustainable economy by creating jobs and stimulating private investment is having the desired impact of expanding the City's tax base and building economic confidence in Terrell America.

### **Leveraging Innovation in Education to Drive Economic Sustainability in FY 2018 and Beyond**

In my conversation with Dr. Jerry King, President of Trinity Valley Community College, he states, *"The joint partnerships between the City, TVCC, EDC, TISD, and the private healthcare sector represents a unique health science educational model for the State of Texas."*

Proactive Comprehensive City Planning creates opportunities for private investment, jobs and tax base expansion.

1. Leverage educational facility improvements adding quality of life improvements and tax base expansion:
  - Multi-purpose athletic center - new construction to expand the high school athletic complex
  - ExCEL Center - new construction adjacent to the Furlough Middle School
  - K5 campuses, neighborhood education model
  - Trinity Valley Community College Health Science Center (Spring 2019)

Combined, the above projects have the ability to generate additional overnight hotel stays, improve tournament multiplier effect and stimulate single family housing demand.

Jointly, Trinity Valley Community College and Terrell Independent School District will invest approximately **\$70 million** in direct capital improvements including new construction and renovations and expansions of existing school buildings to enhance educational facilities within the 2018-2019 time frame. These capital investments will generate tremendous economic benefits, both indirect and direct Public/Private valuation growth.

2. City of Terrell will actively work with TISD to encourage regional, statewide and national competitive sport league tourism to enhance and generate local Terrell revenue potential;
3. Develop partnerships with single family home developers to promote home ownership
4. Establish additional public/private partnerships to continue growth in private spending on public infrastructure, with low to no public risk;
5. Continue to pursue various grants from state and federal sources to support tax base expansion and growth;
6. Fund utility rate structure(s) to support aging infrastructure;
7. Maintain strong confidence and attitude in the Terrell regional market area.

Each year, we seek to reach Council goals through partnerships that spread the burden of costs and enhance quality; to focus on Council supported programs which redevelop existing housing, small businesses, and historic resources; to hire and train a professional workforce capable of excellent customer service; and always to maintain a proactive outlook and approach to Council priorities.

I am confident that a sustained commitment to these budget themes will continue to make Terrell the community of choice for business, living, learning, and investing.

#### **Creating a Competitive City Environment - Recruitment and Retention**

Terrell is a community of choice for recruiting, hiring, and retaining a highly professional staff. In 2014, the Mayor and City Council retained an outside consultant to conduct a Comprehensive Classification Structure and Salary Study of the City of Terrell municipal organization to ensure the City performs and competes well with other cities with similar operations. Consistent with the study the fiscal year 2017 – 2018 budget provides a 1% market adjustment. Civil service, police and fire continue to receive their step increases.

#### **Key Areas of Budgetary Impact for Fiscal Year 2017-2018**

1. Leveraging explosive population growth in the region to enhance city revenue, while seeing steady high quality local growth in Terrell;
2. Aggressively address reconstruction street projects to enhance mobility north and south through Terrell in order to encourage more robust economic development in all sectors of the city (a balanced economic development strategy);
3. Fund aging infrastructure improvements, both short and long term, is cost prohibitive for the city organization to solely fund, thus partnerships are vital to spread costs;
4. The City of Terrell must continue to forge Public/Private Business Partnerships for economic prosperity.
5. Maintain a proactive city organizational structure, not reactive posture. Achieving Council's goals relies on the correlation between proactive partnership arrangements to increase investment/reinvestment from public and private sources.
6. Adequately fund rising city operational costs;
7. Employee health care costs continue to be a tool for recruitment and retention;
8. Funding the recommendations of the Catherine Ray and Associates Comprehensive Classification Salary and Benefit Study to maintain a competitive city work environment;
9. Despite continued growth in retail sales tax, manufacturing sales and use taxes are volatile;
10. Time lag between new development, demand for city services and increased taxable values.
11. The need to fund engineering and environment work prior to finalizing federal and state partnerships; to proactively plan for transportation construction projects.

### **FY18 Budget Priorities**

1. Enhance street maintenance and storm water management programs through asphalt street maintenance, concrete street maintenance and storm water management projects;
2. Develop plans for the reconstruction of Griffith Avenue from Walnut to Rockwall;
3. Reconstruct Rosehill Road;
4. Develop a new Park Master Plan and a new Comprehensive Plan;
5. Complete the Comprehensive Employee Staffing Study;
6. Improve park facilities;
7. Pursue grant opportunities for sidewalks, roadway funding and other Council priorities;
8. Continue funding for Central City Business District redevelopment efforts;
9. Develop a new program to further encourage residential investment in central city neighborhoods;
10. Build upon the Library's commitment to adult education and literacy programs;
11. Continue coordination with Kaufman County, TXDOT and the private sector for major roadway construction.

### **General Fund**

The budget is based on an estimated tax roll of \$1,110,762,715. The assessed valuation is approximately \$104,535,183 greater than the property valuation for fiscal year 2016-2017. The tax rate proposed is \$0.7242 per one hundred dollar of value, which is the same as last fiscal year's rate.

The breakdown of the proposed tax rate is:

\$0.6058 General Fund, Maintenance and Operation  
\$0.1184 Debt Service, Interest and Sinking Fund  
\$0.7242 Proposed rate for Fiscal Year 2017-2018

The 2017-2018 General Fund revenue projection is \$21,841,992. This represents an anticipated increase in revenue of approximately \$765,032 over fiscal year 2016-2017. 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 most notable aspect of the general fund is the commitment to continue the highest "level up"/ "one step up" initiatives to improve street conditions, as the late Council member Tommy Spencer would always state. Below, you will find a detailed street program funded through the proposed FY18 budget:

Materials	\$41,000
Rosehill Rehab/Reconstruction	\$250,000
Street Maintenance Concrete	\$100,000
Sidewalk Repairs and Maintenance	\$75,000
Crack Sealing	\$90,000
Downtown Street/Sidewalk Fixtures	\$40,000
Striping and Marking	\$30,000
Right-of-Way Mowing	\$95,000
Griffith Avenue Design (Capital Improvement Fund)	\$390,000
<b>TOTAL</b>	<b>\$1,111,000</b>

The 2017-2018 fiscal year budget also includes funding for a variety of mowing, landscaping, and entryway maintenance operations in a continued effort to beautify Terrell's roadway assets.



### **Water and Sewer Fund**

Utility fund revenues are projected to be \$14,665,146. This represents an anticipated increase in revenue of approximately \$94,044 over fiscal year 2016-2017. Revenue projections include a 10% rate increase for water. This budget includes continued funding for wastewater improvements. The new water rate to be implemented in the 2017 – 2018 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 \$1,168,911 with the majority of these revenues being generated by user fees collected in the General Fund (\$514,045) the Utility Fund (\$505,866); and the Stormwater Fund (\$100,000) Capital expenditures will include 27 vehicles, primarily pickup trucks, acquisitioned through a lease program to replace the city's aging fleet. 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**

The Airport Fund reflects \$50,000 of local match toward RAMP grant funding Capital Projections. Initiatives for the new fiscal year include paving and drainage improvements on Airport grounds. and a Land Development Study.

### **Storm Water Fund**

The Storm Water Fund includes an increase in the base billing rate from \$3.75 per E.R.U to \$5.65 per E.R.U. which follows the recommendations of a City Council authorized study. This increase provides a mechanism 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 will increase from \$600,000 to approximately \$991,500 annually. Expenditures include a new Drainage Master Plan \$250,000, Convenience Station drainage repairs \$400,000 and other drainage way improvements.

### **Public/Private Partnerships to Stimulate Retail and Commercial Development**

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.

**Conclusion**

The proposed 2017-2018 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.

Now, I present to you the annual budget for fiscal year 2017-2018 for consideration and adoption.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to be the initials 'TE' followed by a flourish.

Torry L. Edwards

City Manager

# ORDINANCES



## **ORDINANCE NO. 2712**

**AN ORDINANCE OF THE CITY OF TERRELL, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017, AND ENDING SEPTEMBER 30, 2018; 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 and providing a complete financial plan for the fiscal year beginning October 1, 2017, and ending September 30, 2018; 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:**

**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, 2017, and ending September 30, 2018, is as follows:

	Revenues	Expenditures
General Fund	22,087,661	22,084,104
Utility Fund	14,665,146	14,360,819
Utility Capital Reserve Fund	850,000	850,000
Storm Water Fund	917,151	743,405
Equipment Replacement Fund	1,168,911	1,046,397
Airport Fund	399,030	399,988
Impact Fee Fund	137,245	310,000

Capital Improvement Fund	492,500	525,000
Public Private Partnerships Fund	13,222,300	14,261,931
Market Center Public Improvement District Fund	36,000	36,000
Tourism Fund	470,700	0
I&S No. 1 Debt Service Fund	3,116,378	3,049,377

and provides a complete financial plan for the fiscal year beginning October 1, 2017, and ending September 30, 2018, 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, 2017, and ending September 30, 2018.

**SECTION 2.** That the sum of \$57,667,021 is hereby appropriated for the payment of the expenditures established in the approved budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018.

**SECTION 3.** That the expenditures during the fiscal year beginning October 1, 2017, and ending September 30, 2018, 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 2016-2017 are hereby ratified and the budget Ordinance for fiscal year 2016-2017 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 charter in such cases provide.

PASSED AND APPROVED THIS THE 5<sup>TH</sup> DAY OF SEPTEMBER, 2017.

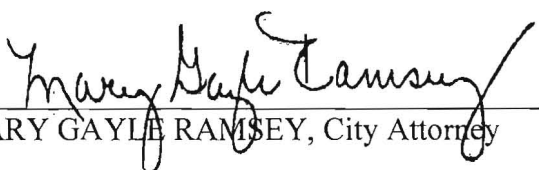
PASSED AND ADOPTED THIS THE 19<sup>TH</sup> DAY OF SEPTEMBER, 2017.

  
\_\_\_\_\_  
D. J. ORY, Mayor

ATTEST:

  
\_\_\_\_\_  
JOHN ROUNSAVALL, City Secretary

APPROVED AS TO FORM:

  
\_\_\_\_\_  
MARY GAYLE RAMSEY, City Attorney



## **ORDINANCE NO. 2708**

**AN ORDINANCE OF THE CITY OF TERRELL, TEXAS, FIXING THE TAX RATE OF ALL TAXABLE PROPERTY WITHIN THE CITY OF TERRELL, TEXAS, FOR FISCAL YEAR 2017-2018 AND LEVYING AND ORDERING COLLECTION FOR THE YEAR 2017 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 2017-2018; 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 2017-2018; 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 2017-2018.

**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, 2018, the sum of \$0.7242 based on 100% of the assessed valuation. Said rate of ad valorem tax is levied for the following purposes and the following amounts:

<b>General Fund</b>	<b>\$0.6094</b>
<b>Interest/Sinking Fund</b>	<b>\$0.1148</b>

### **SECTION II.**

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 III.**

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 IV.**

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 V.**

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

**SECTION VI.**

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.

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PASSED AND APPROVED THIS THE 1ST DAY OF AUGUST, 2017.

PASSED AND ADOPTED THIS THE 19<sup>TH</sup> DAY OF SEPTEMBER, 2017.

APPROVED:

  
\_\_\_\_\_  
D. J. ORY, Mayor

ATTEST:

  
\_\_\_\_\_  
JOHN ROUNSAVALL, City Secretary

APPROVED AS TO FORM:

  
\_\_\_\_\_  
MARY GAYLE RAMSEY, City Attorney

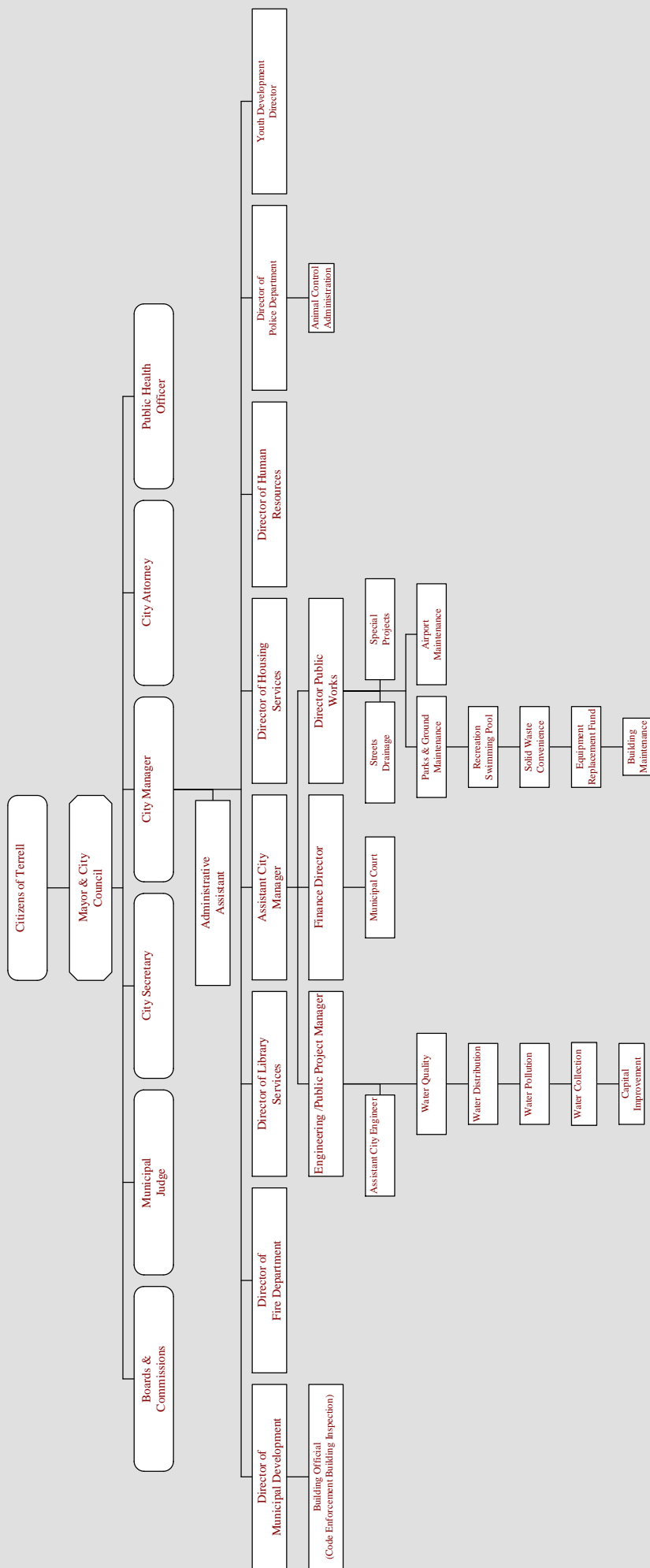
# ORGANIZATION





# Proposed City of Terrell Organizational Chart

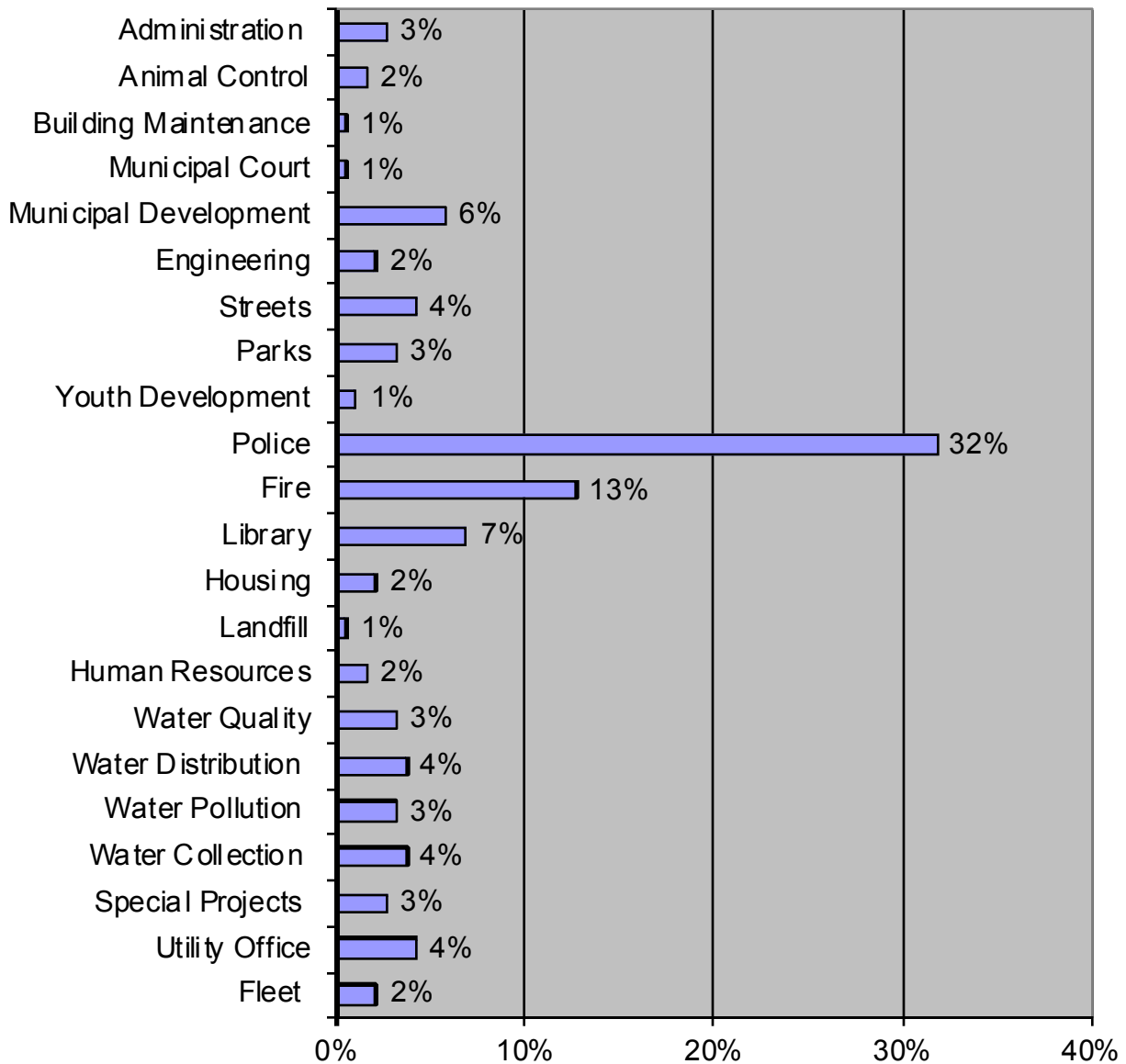
## Fiscal Year 2017 - 2018



## PERSONNEL ALLOCATION

<b>Administrative</b>		<b>Special Projects</b>		<b>Fire</b>		<b>Water Distribution</b>	
City Manager	1.0	Foreman	1.0	Fire Chief	1.0	Crew Leader	1.0
Assistant City Manager	1.0	Crew Chief	1.0	Fire Marshal	1.5	Equipment Operator	1.0
Executive Secretary	1.0	Maintenance	2.0	Captain	6.0	Maintenance	4.0
Administrative Clerk	1.0	Part-Time	0.5	Driver Engineer	6.0	Customer Service/Meter Reader	1.0
<b>Department Total</b>	<b>4.0</b>	<b>Department Total</b>	<b>4.5</b>	Fire Fighter	9.0	<b>Department Total</b>	<b>7.0</b>
				<b>Department Total</b>	<b>23.5</b>		
<b>Animal control</b>		<b>Parks</b>		Volunteer Firefighters	30.0	<b>Water Pollution Control</b>	
Supervisor	1.0	Foreman	1.0			Chief Operator	1.0
Administrative Clerk	1.0	Crew Leader	1.0	<b>Library</b>		Plant Operator	5.0
Animal Control Officer	1.0	Equipment Operator	2.0	Director	1.0	<b>Department Total</b>	<b>6.0</b>
<b>Department Total</b>	<b>3.0</b>	Maintenance	2.0	Public Services Supervisor	1.0		
		<b>Department Total</b>	<b>6.0</b>	Youth Services Librarian	1.0	<b>WasteWater Collection</b>	
<b>Municipal Building</b>				Technical Services Tech	1.0	Foreman	1.0
Maintenance Person	0.5	<b>Youth Development</b>		Technician	3.0	Crew Leader	1.0
<b>Department Total</b>	<b>0.5</b>	Recreation Director	1.0	Part-Time	6.0	Equipment Operator	1.0
		Administrative Secretary	0.5	<b>Department Total</b>	<b>13.0</b>	Maintenance	4.0
<b>Municipal Court</b>		Pool Manager	1.0			<b>Department Total</b>	<b>7.0</b>
Presiding Judge	0.5	Assistant Pool Manager	1.0	<b>Housing (Section 8)</b>			
Associate Judge	0.5	Lifeguards	12.0	Director	1.0	<b>Utility</b>	
Court Clerk	1.0	Maintenance	1.0	Administrative Clerk	3.0	Director	1.0
<b>Department Total</b>	<b>2.0</b>	<b>Department Total</b>	<b>16.5</b>	<b>Department Total</b>	<b>4.0</b>	Administrative Secretary	1.0
						Billing Clerk	1.0
<b>Municipal Development</b>		<b>Police</b>		<b>Human Resources</b>		Accounting Technician	1.0
Director	1.0	Chief of Police	1.0	Director	1.0	Administrative Clerk	4.0
Building Inspector	2.0	Captain	3.0	Administrative Clerk	2.0	<b>Department Total</b>	<b>8.0</b>
Code Enforcement	4.0	Sergeants Patrol	4.0	<b>Department Total</b>	<b>3.0</b>		
Administrative Clerk	2.0	Sergeants CID	2.0			<b>Equipment Replacement</b>	
<b>Department Total</b>	<b>9.0</b>	Coporals Patrol	4.0	<b>Water Quality</b>		Foreman	1.0
		Corporals CID	1.0	Assistant City Engineer	1.0	Mechanic	2.0
<b>Engineering</b>		Patrol Officer	16.0	Chief Operator	1.0	Service Attendant	1.0
City Engineer	1.0	Training Officer	1.0	Administrative Secretary	1.0	<b>Department Total</b>	<b>4.0</b>
Technician	3.0	Detectives CID	7.0	Plant Operator	3.0		
<b>Department Total</b>	<b>4.0</b>	Administrative Secretary	1.0	<b>Department Total</b>	<b>6.0</b>		
		CSO Supervisor	1.0				
<b>Street</b>		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				
<b>Department Total</b>	<b>8.0</b>	<b>Department Total</b>	<b>60.0</b>				

# CITY OF TERRELL PERSONNEL





# **CONSOLIDATED SUMMARY OF PROJECTIONS**





**FISCAL YEAR 2018 CONSOLIDATED BUDGET INFORMATION**

	General Fund	Utility Fund	Utility Capital Reserve Fund	Storm Water Utility Fund	Equipment Replacement Fund	Airport Fund	Impact Fees Fund	Capital Improvement Fund	Public Private Partnerships	Center Public Improvement District	Tourism Fund	I&S No. 1 Debt Service
<b>Beginning Fund Balance</b>	1,305,562	53,392	283,023	53,269	-49,775	685,948	237,520	42,450	2,712,109	0	0	1,498,230
<b>Operating Revenues</b>	22,087,661	14,665,146	850,000	917,151	1,168,911	399,030	137,245	492,500	13,222,300	36,000	375,000	3,116,378
<b>Total Revenues</b>	<b>23,393,223</b>	<b>14,718,538</b>	<b>1,133,023</b>	<b>970,420</b>	<b>1,119,136</b>	<b>1,084,978</b>	<b>374,765</b>	<b>534,950</b>	<b>15,934,409</b>	<b>36,000</b>	<b>375,000</b>	<b>4,614,607</b>
<b>Operating Expenditures</b>	22,084,104	14,360,819	850,000	743,405	1,046,397	399,988	310,000	525,000	14,261,931	36,000	0	3,049,377
<b>Ending Fund Balance</b>	1,309,119	357,719	283,023	227,015	72,739	684,990	64,765	9,950	1,672,477	0	375,000	1,565,230



# **TAX RATE**



# TAX RATE FOR FISCAL YEAR 2018

## 2017-2018

TOTAL 2017 ESTIMATED TAXABLE VALUE	1,110,762,715
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PROPOSED TAX RATE	0.7242
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TOTAL TAX REVENUES	8,044,144
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### CURRENT TAXES

100% COLLECTION	8,044,144
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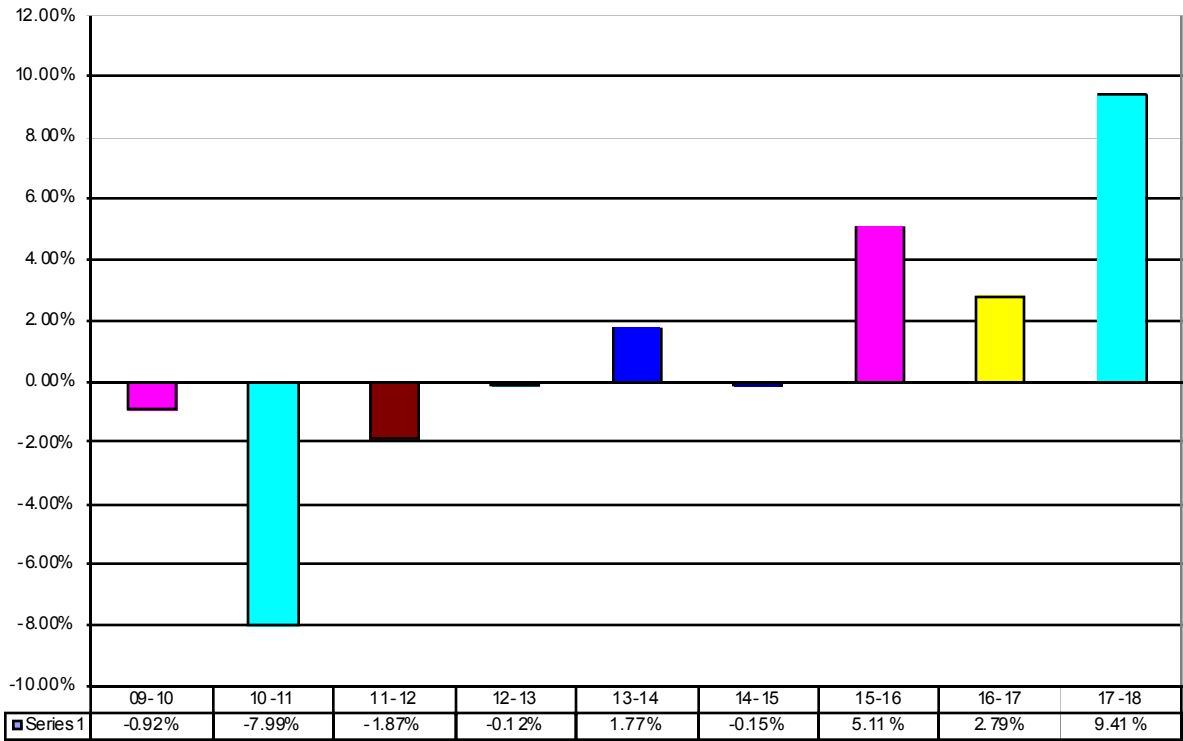
### TAX RATE PROOF

M&O	84%	0.6094	6,768,473
I&S	16%	0.1148	1,275,671
		0.7242	8,044,144

CITY OF TERRELL  
 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	7,287,099.79
2017 EST	1,110,762,715	0.7242	8,044,143.58

PERCENT CHANGE IN PROPERTY VALUE







# **GENERAL FUND**



# GENERAL FUND

## ESTIMATED CASH POSITION

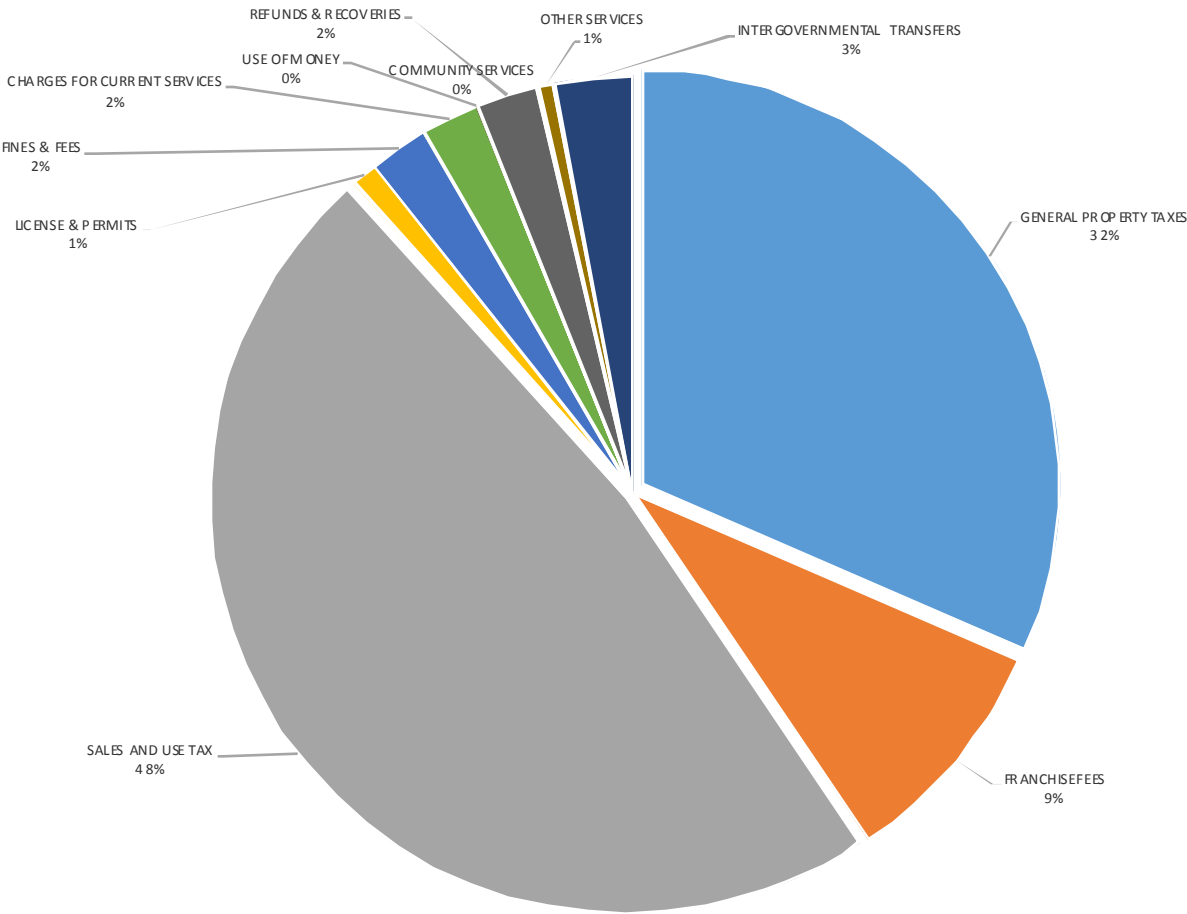
Cash in Bank April 30, 2017	<b>4,552,291</b>
Estimated Revenues FY 2017	20,871,389
Revenues Collected thru April 30, 2017	14,344,092
Anticipated Revenue to Sept. 30, 2017	<b>6,527,297</b>
<b>Sub-Total</b>	<b>11,079,588</b>
Estimated Expenditures FY 2017	22,511,524
Y-T-D April 30, 2017	12,737,498
<b>Sub-Total</b>	<b>9,774,026</b>
Estimated Beginning Cash FY 2018	<b>1,305,562</b>
Proposed Revenues FY 2018	22,087,661
<b>Sub-Total</b>	<b>23,393,223</b>
Proposed Expenditures FY 2018	22,084,104
Estimated Cash in Bank Sept. 30 2018	<b>1,309,119</b>
Charter Requirement 5%	<b>1,104,205</b>



# GENERAL FUND REVENUE SUMMARY

REVENUES	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
GENERAL PROPERTY TAXES	5,582,195	6,054,009	6,944,273
FRANCHISE FEES	1,944,702	1,990,841	2,005,300
SALES AND USE TAX	9,913,941	10,282,735	10,560,316
LICENSE & PERMITS	281,206	229,325	227,175
FINES & FEES	420,172	500,050	500,250
CHARGES FOR CURRENT SERVICES	512,269	506,100	506,100
USE OF MONEY	1,246	700	700
COMMUNITY SERVICES	101,442	7,110	2,550
REFUNDS & RECOVERIES	362,232	531,901	534,758
OTHER SERVICES	332,990	82,440	140,440
INTERGOVERNMENTAL TRANSFERS	716,822	686,178	665,799
<b>TOTAL REVENUES</b>	<b>20,169,217</b>	<b>20,871,389</b>	<b>22,087,661</b>

GENERAL FUND REVENUES



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>Revenues</b>			
<b>GENERAL PROPERTY TAXES</b>			
00-3101-00			
TAXES-CURRENT	5,440,763	5,833,209	6,768,473
00-3102-00			
TAXES-DELINQUENT	80,030	153,000	110,000
00-3103-00			
TAXES-PENALTY & INTEREST			
CURRENT	30,877	30,800	30,800
00-3104-00			
PENALTY & INTEREST - DELINQUENT	30,525	37,000	35,000
<b>SUB-TOTAL</b>	<b>5,582,195</b>	<b>6,054,009</b>	<b>6,944,273</b>
<b>FRANCHISE FEES</b>			
00-3201-00			
FRANCHISE- UTILITY	507,165	530,000	533,000
00-3202-00			
FRANCHISE-GAS	156,891	143,541	150,000
00-3203-00			
FRANCHISE-TELEPHONE	108,444	120,000	110,000
00-3204-00			
FRANCHISE-CABLE TV	84,422	98,300	98,300
00-3204-01			
FRANCHISE-CABLE TV PEG FEE	12,459	13,000	13,000
00-3205-00			
FRANCHISE-ELECTRIC	849,703	875,000	875,000
00-3208-00			
MIXED DRINKS	47,959	51,000	51,000
00-3213-00			
FRANCHISE-SOLID WASTE	175,370	160,000	175,000
00-3215-00			
EMERGENCY MEDICAL FEE	3,885	0	0
<b>SUB-TOTAL</b>	<b>1,944,702</b>	<b>1,990,841</b>	<b>2,005,300</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>SALES AND USE TAX</b>			
00-3207-00			
CITY SALES TAX	4,956,971	5,126,367	5,280,158
00-3211-00			
CITY SALES TAX / TAX REDUCTIO	2,478,485	2,578,184	2,640,079
00-3250-00			
TAXES-SALES TAX ECONOMIC			
DEVELOPMENT	2,478,485	2,578,184	2,640,079
<b>SUB-TOTAL</b>	<b>9,913,941</b>	<b>10,282,735</b>	<b>10,560,316</b>
<b>LICENSE &amp; PERMITS</b>			
00-3301-00			
PERMITS-ALCOHOLIC BEVERAGE	640	1,500	650
00-3302-00			
PERMITS-AMUSEMENT	400	1,300	500
00-3303-00			
PERMITS-BUILDING	140,451	100,000	100,000
00-3304-00			
PERMITS-ELECTRICAL	15,097	14,000	14,000
00-3305-00			
PERMITS-PEDDLERS	122	1,000	500
00-3306-00			
PERMITS-PLUMBING	9,534	11,000	11,000
00-3307-00			
PERMITS-DEMOLITION	680	2,000	2,000
00-3308-00			
PERMITS-CERTIFICATE OF			
OCCUPANCY	10,942	10,000	10,000
00-3309-00			
PERMITS-MECHANICAL	6,006	10,000	10,000
00-3310-00			
LICENSE-ELECTRICAL	0	225	225
00-3311-00			
REGISTRATION FEES	10,447	10,000	10,000



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
00-3312-00			
PERMITS-ALARM	37,500	18,500	18,500
00-3313-00			
LICENSE-RESTAURANT/FOOD	39,535	41,000	41,000
00-3317-00			
REGISTRATION-DOG	3,505	3,800	3,800
00-3319-00			
PERMITS-SIGN	6,347	5,000	5,000
<b>SUB-TOTAL</b>	<b>281,206</b>	<b>229,325</b>	<b>227,175</b>
<b>FINES &amp; FEES</b>			
00-3402-00			
FINES-MUNICIPAL COURT	292,648	380,000	380,000
00-3403-00			
OTHER	25,462	22,000	22,000
00-3404-00			
FEES-OPEN RECORDS REQUEST	3,356	3,000	3,000
00-3406-00			
FEES - APARTMENT INSPECTIONS	8,779	13,000	13,000
00-3407-00			
FEES-VETERINARIAN	-3,032	6,000	6,000
00-3413-00			
FEES-SWIMMING POOL GATE	63,308	57,000	57,000
00-3417-00			
FEES- MAPS & PUBLICATIONS	0	100	100
00-3418-00			
FEES- ZONING & PUBLICATIONS	4,296	3,800	4,000
00-3419-00			
FEES- COPIES	153	150	150
00-3421-00			
FEES- ANIMAL SHELTER	5,832	5,000	5,000
00-3425-00			
FEES- RECREATIONAL	10,745	10,000	10,000
<b>SUB-TOTAL</b>	<b>420,172</b>	<b>500,050</b>	<b>500,250</b>

	2015 - 2016	Estimated	2017 - 2018
	Actual Budget	Year End Budget	Budget
<b>CHARGES FOR CURRENT</b>			
00-3506-00			
FEES- RESIDENTIAL REFUSE	508,885	501,000	501,000
00-3516-00			
FEES- LANDFILL SITE	3,384	5,100	5,100
<b>SUB-TOTAL</b>	<b>512,269</b>	<b>506,100</b>	<b>506,100</b>
<b>USE OF MONEY</b>			
00-3601-00			
INTEREST	1,246	700	700
<b>SUB-TOTAL</b>	<b>1,246</b>	<b>700</b>	<b>700</b>
<b>COMMUNITY SERVICES</b>			
00-3675-00			
LEASE HOUSING OFFICE	32,607	2,550	2,550
00-3676-00			
HOSPITAL&PROFESSIONAL BUILDING	20,839	4,560	0
00-3678-00			
LEASE	47,996	0	0
<b>SUB-TOTAL</b>	<b>101,442</b>	<b>7,110</b>	<b>2,550</b>
<b>REFUNDS &amp; RECOVERIES</b>			
00-3701-00			
INSURANCE RECOVERIES	5,249	15,000	15,000
00-3702-00			
LIBRARY	16,531	46,000	46,000
00-3703-00			
DEMOLITION	135	4,000	4,000
00-3705-00			
MOWING	25,634	30,000	23,000
00-3706-00			
OTHER	18,449	16,300	16,300
00-3712-01			
SALE OF PROPERTY	0	5,000	5,000
00-3812-00			
HOUSING ADMINISTRATION	296,233	360,601	370,458
00-3813-00			
TERRELL ISD YOUTH RECREATION AGREEMENT	0	55,000	55,000
<b>SUB-TOTAL</b>	<b>362,232</b>	<b>531,901</b>	<b>534,758</b>

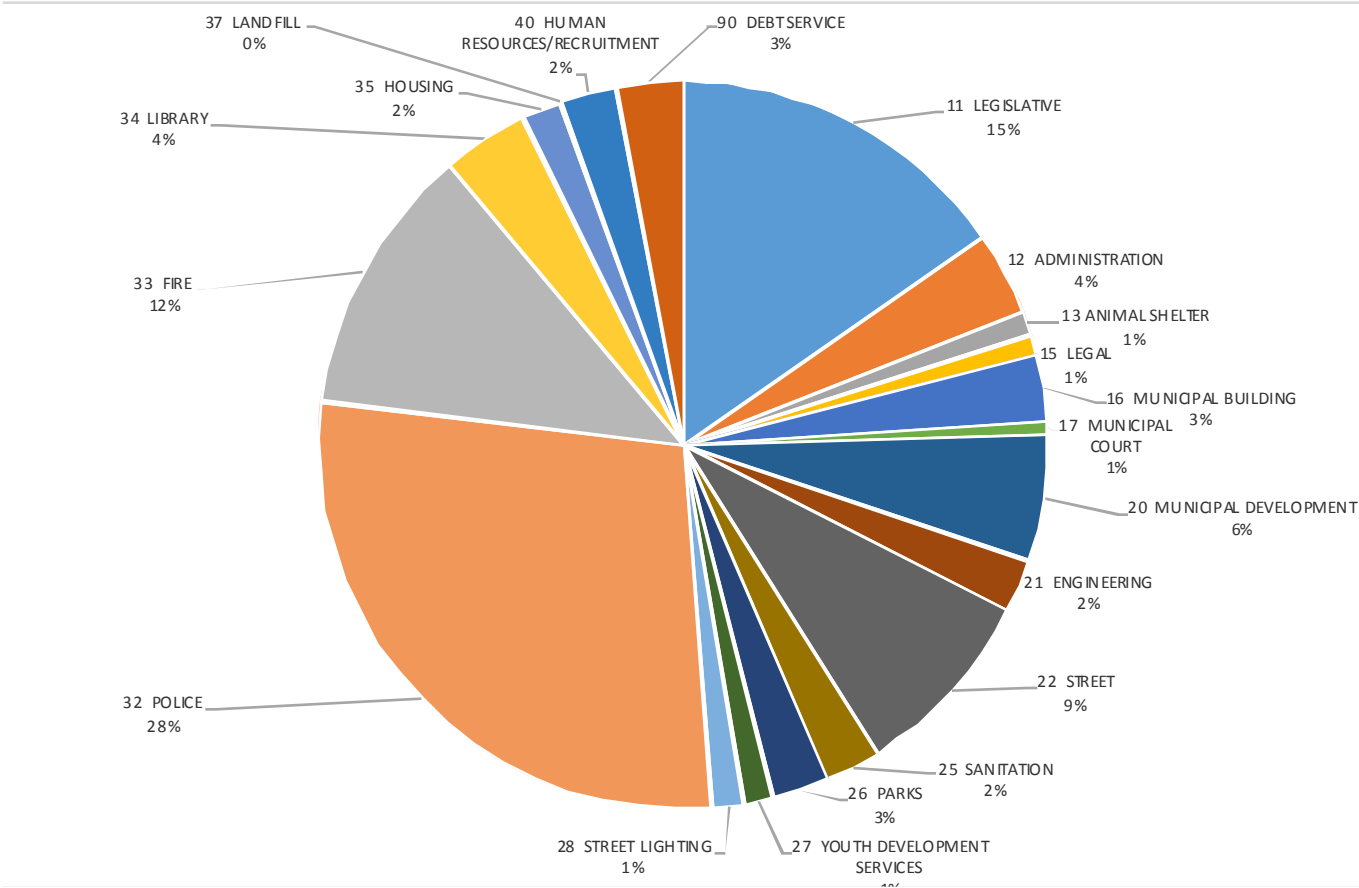
	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>OTHER SERVICES</b>			
00-3717-00			
LOAN PROCEEDS	230,195	0	0
00-3800-00			
LEASE-T MOBILE WATER TOWER	20,489	0	0
00-3801-00			
TERRELL POLICE DEPARTMENT	0	3,500	3,500
00-3802-00			
TERRELL ISD ELECTION			
MANAGEMENT AGREEMENT	9,629	0	3,000
00-3803-00			
KAUFMAN COUNTY/LIBRARY	35,700	47,600	47,600
00-3805-00			
FIRE INSPECTION SERVICES	5,280	4,000	4,000
00-3807-00			
LEASE CAREFLITE	12,000	6,720	6,720
00-3818-00			
OTHER	3,980	1,510	1,510
00-3819-00			
ANIMAL SHELTER DONATIONS	6,006	3,000	3,000
00-3826-00			
GRANT FROM TEXAS			
DEPARTMENT OF			
AGRICULTURE	0	0	55,000
00-3836-00			
LEASE-TERRELL HERITAGE SOCIE	120	110	110
00-3842-00			
DONATIONS TO FIRE DEPARTMEN	0	1,000	1,000
00-3843-00			
DONATIONS TO POLICE			
DEPARTMENT	425	1,500	1,500
00-3845-00			
SECTION 8 INSPECTION FEES	7,890	13,500	13,500
<b>SUB-TOTAL</b>	<b>332,990</b>	<b>82,440</b>	<b>140,440</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>INTERGOVERNMENTAL</b>			
00-3390-00			
TRANSFER IN LIFE INSURANCE FUND	41,766	51,123	0
00-3708-00			
TRANSFER IN EQUIPMENT REPLACEMENT FUND	12,000	0	0
00-3714-00			
TRANSFER IN HOTEL OCCUPANCY TAX FUND PUBLIC SAFETY FOR SPECIAL EVENTS	18,200	15,000	15,000
00-3716-00			
TRANSFER IN STORMWATER UTILITY FUND	45,562	117,481	148,225
00-3723-00			
TRANSFER IN AIRPORT FUND	20,238	20,238	20,238
00-3821-00			
TRANSFER IN GRANT 728501	90,675	0	0
00-3822-00			
CLOSE OUT POLICE 2011 GRANT 2011	6,046	0	0
00-3831-00			
TRANSFER IN UTILITY FUND 020904497	482,336	482,336	482,336
<b>SUB-TOTAL</b>	<b>716,822</b>	<b>686,178</b>	<b>665,799</b>
<b>REVENUE TOTAL</b>	<b>20,169,217</b>	<b>20,871,389</b>	<b>22,087,661</b>

# GENERAL FUND BUDGET EXPENSE SUMMARY

EXPENSES	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
11 LEGISLATIVE	3,715,416	3,265,259	3,393,943
12 ADMINISTRATION	955,203	795,755	806,873
13 ANIMAL SHELTER	228,757	242,078	239,644
15 LEGAL	413,998	311,115	200,000
16 MUNICIPAL BUILDING	828,701	639,455	653,135
17 MUNICIPAL COURT	172,174	135,727	131,933
20 MUNICIPAL DEVELOPMENT	1,017,750	1,307,654	1,232,226
21 ENGINEERING	500,035	524,554	525,560
22 STREET	1,697,783	2,272,388	1,884,767
25 SANITATION	561,861	543,000	539,000
26 PARKS	578,416	696,751	563,273
27 YOUTH DEVELOPMENT SERVICES	132,114	371,156	281,322
28 STREET LIGHTING	348,106	285,000	310,000
32 POLICE	5,432,896	6,045,628	6,217,800
33 FIRE	2,497,092	2,646,952	2,642,299
34 LIBRARY	844,465	889,680	859,972
35 HOUSING	344,284	370,296	370,458
37 LANDFILL	11,319	18,548	32,603
40 HUMAN RESOURCES/RECRUITMENT	447,923	503,050	539,116
90 DEBT SERVICE	99,325	648,077	660,180
<b>TOTAL EXPENSES</b>	<b>20,984,531</b>	<b>22,512,124</b>	<b>22,084,104</b>

GENERAL FUND EXPENSES



# GENERAL FUND PERSONNEL SUMMARY

PERSONNEL	2016 - 2017		2017 - 2018
	2015 - 2016 Actual Budget	Estimated Year End Budget	
11 LEGISLATIVE	73	85	213
12 ADMINISTRATION	586,259	575,300	586,623
13 ANIMAL SHELTER	165,622	182,675	189,894
16 MUNICIPAL BUILDING	43,132	28,622	30,785
17 MUNICIPAL COURT	42,857	63,712	66,333
20 MUNICIPAL DEVELOPMENT	563,836	737,348	796,606
21 ENGINEERING	390,703	421,450	448,265
22 STREET	538,379	723,502	778,827
26 PARKS	351,652	385,012	403,393
27 YOUTH DEVELOPMENT SERVICES	90,048	220,242	241,322
32 POLICE	4,784,477	5,261,706	5,489,600
33 FIRE	2,222,434	2,378,387	2,432,879
34 LIBRARY	652,930	709,919	683,112
35 HOUSING	276,425	294,766	304,623
37 LANDFILL	0	6,748	28,053
40 HUMAN RESOURCES/RECRUITMENT	257,583	318,843	326,711
<b>TOTAL EXPENSES</b>	<b>10,966,411</b>	<b>12,308,317</b>	<b>12,807,239</b>

# GENERAL FUND SUPPLY SUMMARY

SUPPLIES	2015 - 2016 Actual Budget	2016 - 2017	2017 - 2018 Budget
		Estimated Year End Budget	
11 LEGISLATIVE	32,294.41	3,115.00	9,300.00
12 ADMINISTRATION	1,650.40	2,000.00	2,000.00
13 ANIMAL SHELTER	9,570.12	6,850.00	7,100.00
16 MUNICIPAL BUILDING	67,346.45	56,100.00	56,100.00
17 MUNICIPAL COURT	475.68	1,250.00	1,250.00
20 MUNICIPAL DEVELOPMENT	9,917.96	5,100.00	5,100.00
21 ENGINEERING	2,611.76	1,200.00	1,100.00
22 STREET	78,267.89	83,100.00	94,100.00
26 PARKS	7,424.20	67,200.00	28,900.00
27 YOUTH DEVELOPMENT SERVICES	22,431.51	23,000.00	19,500.00
32 POLICE	68,523.98	62,200.00	60,700.00
33 FIRE	26,124.32	34,500.00	34,500.00
34 LIBRARY	54,509.00	55,000.00	60,000.00
35 HOUSING	5,339.42	5,060.00	5,060.00
37 LANDFILL	0.00	100.00	1,350.00
40 HUMAN RESOURCES/RECRUITMENT	16,411.44	28,000.00	31,000.00
<b>TOTAL EXPENSES</b>	<b>402,898.54</b>	<b>433,775.00</b>	<b>417,060.00</b>



# GENERAL FUND MAINTENANCE SUMMARY

MAINTENANCE	2016 - 2017		
	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
11 LEGISLATIVE	0	33,290	4,000
12 ADMINISTRATION	42,919	13,225	10,000
13 ANIMAL SHELTER	27,195	14,678	10,680
16 MUNICIPAL BUILDING	353,351	188,725	210,500
17 MUNICIPAL COURT	40,383	19,838	15,000
20 MUNICIPAL DEVELOPMENT	32,999	39,676	30,000
21 ENGINEERING	81,195	75,453	56,195
22 STREET	776,328	553,754	485,000
26 PARKS	120,771	57,403	49,200
27 YOUTH DEVELOPMENT SERVICES	10,959	14,435	14,000
28 STREET LIGHTING	348,106	285,000	310,000
32 POLICE	77,080	128,238	107,500
33 FIRE	77,165	111,055	55,920
34 LIBRARY	87,824	56,821	34,495
35 HOUSING	42,045	37,217	29,555
37 LANDFILL	187	6,200	200
40 HUMAN RESOURCES/RECRUITMENT	16,271	12,835	9,705
<b>TOTAL EXPENSES</b>	<b>2,134,779</b>	<b>1,647,843</b>	<b>1,431,950</b>

GENERAL FUND CONTRACTUAL / SERVICES SUMMARY

CONTRACTUAL / SERVICES	2016 - 2017		
	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
11 LEGISLATIVE	3,373,146	3,224,469	3,380,430
12 ADMINISTRATION	312,007	205,230	208,250
13 ANIMAL SHELTER	26,424	37,875	31,970
15 LEGAL	413,998	311,115	200,000
16 MUNICIPAL BUILDING	366,067	366,008	355,750
17 MUNICIPAL COURT	88,458	50,927	49,350
20 MUNICIPAL DEVELOPMENT	409,381	325,530	350,520
21 ENGINEERING	81,195	75,453	56,195
22 STREET	294,903	780,548	526,840
26 PARKS	98,831	85,136	81,780
27 YOUTH DEVELOPMENT SERVICES	1,791	9,253	6,500
32 POLICE	380,080	580,184	560,000
33 FIRE	163,004	123,010	119,000
34 LIBRARY	49,044	67,940	82,365
35 HOUSING	21,978	33,253	31,220
37 LANDFILL	11,132	5,500	3,000
40 HUMAN RESOURCES/RECRUITMENT	160,270	143,372	171,700
<b>TOTAL EXPENSES</b>	<b>6,251,708</b>	<b>6,424,803</b>	<b>6,214,870</b>

# GENERAL FUND CAPITAL SUMMARY

<b>CAPITAL</b>	<b>2015 - 2016 Actual Budget</b>	<b>2016 - 2017 Estimated Year End Budget</b>	<b>2017 - 2018 Budget</b>
11 LEGISLATIVE	309,903	4,300	0
20 MUNICIPAL DEVELOPMENT	0	200,000	50,000
21 ENGINEERING	30	0	0
22 STREET	13,311	110,987	0
26 PARKS	0	102,000	0
27 YOUTH DEVELOPMENT SERVICES	6,884	104,226	0
32 POLICE	47,253	13,300	0
33 FIRE	9,455	0	0
<b>TOTAL EXPENSES</b>	<b>386,836</b>	<b>534,813</b>	<b>50,000</b>



## 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.





**Mayor  
D.J. Ory**



**District 3  
Mayor Pro Tem  
Sandra Wilson**



**District 5  
Council Member  
Tim Royse**



**District 4  
Deputy Mayor Pro Tem  
Charles Whitaker**



**District 2  
Council Member  
Grady Simpson**

	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>11 LEGISLATIVE</b>			
<b>PERSONNEL SERVICES</b>			
11-4112-00			
WORKMENS COMPENSATION	73	85	213
<b>SUB-TOTAL</b>	<b>73</b>	<b>85</b>	<b>213</b>
<b>SUPPLIES</b>			
11-4201-00			
OFFICE SUPPLIES	574	1,000	2,000
11-4204-00			
PRINTING	280	1,000	1,000
11-4211-00			
FOOD & CONCESSION SUPPLIES	2,728	800	800
11-4212-00			
ELECTION SUPPLIES	28,713	315	5,500
<b>SUB-TOTAL</b>	<b>32,294</b>	<b>3,115</b>	<b>9,300</b>
<b>MAINTENANCE</b>			
11-4303-00			
WEB PAGE DESIGN AND DEVELOPMENT	0	28,000	0
11-4304-00			
AUTOMATED EQUIPMENT	0	5,290	4,000
<b>SUB-TOTAL</b>	<b>0</b>	<b>33,290</b>	<b>4,000</b>
<b>CONTRACTUAL/SERVICES</b>			
11-4401-00			
AUDIT	35,350	40,000	45,000
11-4402-00			
MEMBERSHIP & DUES	6,594	3,900	3,900
11-4403-00			
ADVERTISING	4,541	10,000	7,000
11-4404-00			
CONSULTANT FEES & SERVICES	215,331	10,000	10,000
11-4405-00			
PROFESSIONAL DEVELOPMENT	4,477	1,000	5,000
11-4406-00			
BUSINESS DISTRICT FACADE GRA	6,152	15,000	10,000
11-4407-00			
BUC-EE SALES TAX REBATE AGREEMENT	180,624	246,606	300,000

	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
11-4408-00			
AUTOZONE CHP 380 REBATE	197,980	186,057	185,000
11-4410-00			
TERRELL CITIZEN UNIVERSITY	9,268	3,000	3,000
11-4418-00			
TRAVEL & EDUCATION	4,840	6,500	6,500
11-4419-00			
TRAINING & PUBLICATIONS	1,495	400	400
11-4429-00			
RESIDENTIAL INCENTIVE PROGR/	46,213	45,000	51,000
11-4430-00			
TO PUBLIC PRIVATE PARTNERSHIP FUND	129,052	0	0
11-4492-00			
STAR TRANSIT FUNDING	0	21,122	20,851
11-4493-00			
LABOR FOR YOUR NEIGHBOR	1,246	2,700	2,700
11-4498-00			
CONTINGENCY FUND	51,471	70,000	90,000
11-4587-00			
TERRELL ECONOMIC DEVELOPME	2,478,485	2,563,184	2,640,079
	<b>3,373,146</b>	<b>3,224,469</b>	<b>3,380,430</b>
<b>CAPITAL</b>			
11-4505-00			
ACQUISITION OF PROPERTY	309,903	2,000	0
11-4507-00			
CHRISTMAS DECORATIONS	0	2,300	0
<b>SUB-TOTAL</b>	<b>309,903</b>	<b>4,300</b>	<b>0</b>
<b>DEPARTMENT TOTAL</b>	<b>3,715,416</b>	<b>3,265,259</b>	<b>3,393,943</b>



## **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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>12 ADMINISTRATION</b>			
<b>PERSONNEL</b>			
<b>Expenses</b>			
12-4101-00			
SUPERVISION	329,591	330,659	332,387
12-4102-00			
CLERICAL	84,650	87,318	89,811
<b>SUB-TOTAL</b>	<b>414,355</b>	<b>417,977</b>	<b>422,198</b>
<b>PERSONNEL SERVICES</b>			
<b>Expenses</b>			
12-4110-00			
SOCIAL SECURITY	28,282	31,975	32,298
12-4111-00			
T M R S	74,178	69,133	69,832
12-4112-00			
WORKMENS COMPENSATION	20,037	2,090	2,111
12-4114-00			
GROUP HEALTH & DENTAL INSUR	49,407	54,125	60,184
<b>SUB-TOTAL</b>	<b>171,904</b>	<b>157,323</b>	<b>164,425</b>
<b>SUPPLIES</b>			
12-4201-00			
OFFICE SUPPLIES	1,650	2,000	2,000
<b>SUB-TOTAL</b>	<b>1,650</b>	<b>2,000</b>	<b>2,000</b>
<b>MAINTENANCE</b>			
12-4304-00			
AUTOMATED EQUIPMENT	42,919	13,225	10,000
<b>SUB-TOTAL</b>	<b>42,919</b>	<b>13,225</b>	<b>10,000</b>
<b>CONTRACTUAL/SERVICES</b>			
12-4402-00			
MEMBERSHIP & DUES	4,769	4,800	3,500
12-4404-00			
CONSULTANT FEES AND SERVICE	13,367	10,000	10,000
12-4411-00			
COMMUNICATIONS	80,668	13,505	10,000

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
12-4415-00			
INSURANCE	93,444	87,175	90,000
12-4418-00			
TRAVEL & EDUCATION	3,476	2,000	2,000
12-4424-00			
TAX COLLECTION CONTRACT (R)	112,299	85,000	90,000
12-4450-00			
EQUIPMENT RENTAL (R)	2,750	2,750	2,750
<b>SUB-TOTAL</b>	<b>312,007</b>	<b>205,230</b>	<b>208,250</b>
<b>DEPARTMENT TOTAL</b>	<b>955,203</b>	<b>795,755</b>	<b>806,873</b>



## **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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>13 ANIMAL SHELTER</b>			
<b>PERSONNEL</b>			
13-4101-00			
SUPERVISION	44,262	42,793	43,267
13-4102-00			
CLERICAL	32,364	33,637	33,991
13-4103-00			
LABOR	31,790	34,422	35,692
13-4105-00			
OVERTIME	440	2,000	2,000
<b>SUB-TOTAL</b>	<b>108,856</b>	<b>112,852</b>	<b>114,950</b>
<b>PERSONNEL SERVICES</b>			
13-4110-00			
SOCIAL SECURITY	8,286	8,633	8,794
13-4111-00			
T M R S	18,962	18,666	19,013
13-4112-00			
WORKMENS COMPENSATION	1,190	3,450	3,526
13-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	28,328	39,074	43,611
<b>SUB-TOTAL</b>	<b>56,766</b>	<b>69,823</b>	<b>74,944</b>
<b>SUPPLIES</b>			
13-4201-00			
OFFICE SUPPLIES	1,185	1,000	1,000
13-4206-00			
MINOR TOOLS & APPARATUS	5,419	2,800	2,800
13-4211-00			
FOOD AND OR CONCESSION			
SUPPLIES	2,638	2,800	2,800
13-4221-00			
UNIFORM PURCHASES	329	250	500
<b>SUB-TOTAL</b>	<b>9,570</b>	<b>6,850</b>	<b>7,100</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>MAINTENANCE</b>			
13-4304-00			
AUTOMATED EQUIPMENT	26,927	13,728	10,380
13-4306-00			
MAINTENANCE TRAPS	268	950	300
<b>SUB-TOTAL</b>	<b>27,195</b>	<b>14,678</b>	<b>10,680</b>
<b>CONTRACTUAL/SERVICES</b>			
13-4402-00			
MEMBERSHIP & DUES	105	150	150
13-4404-00			
VETERINARY SERVICES			
IMPOUNDED FOR ANIMALS	0	11,000	8,000
13-4411-00			
COMMUNICATIONS	11,095	12,155	9,000
13-4418-00			
TRAVEL & EDUCATION	454	300	500
13-4430-00			
UTILITIES	801	800	850
13-4450-00			
EQUIPMENT RENTAL(R)	13,470	13,470	13,470
<b>SUB-TOTAL</b>	<b>26,424</b>	<b>37,875</b>	<b>31,970</b>
<b>DEPARTMENT TOTAL</b>	<b>228,757</b>	<b>242,078</b>	<b>239,644</b>





## 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>15 LEGAL</b>			
<b>CONTRACTUAL/SERVICES</b>			
15-4404-00			
CONSULTANT FEES & SERVICES	90,537	60,000	100,000
15-4405-00			
ATTORNEY FEES	319,528	250,000	100,000
15-4418-00			
TRAVEL & EDUCATION	3,863	736	0
15-4419-00			
TRAINING & PUBLICATION	70	380	0
<b>SUB-TOTAL</b>	<b>413,998</b>	<b>311,115</b>	<b>200,000</b>
<b>DEPARTMENT TOTAL</b>	<b>413,998</b>	<b>311,115</b>	<b>200,000</b>

## **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



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>16 MUNICIPAL BUILDING</b>			
<b>PERSONNEL</b>			
16-4103-00			
LABOR	6,375	0	0
16-4104-00			
TEMPORARY	12,560	12,480	12,990
<b>SUB-TOTAL</b>	<b>18,934</b>	<b>12,480</b>	<b>12,990</b>
<b>PERSONNEL SERVICES</b>			
16-4110-00			
SOCIAL SECURITY	1,445	955	994
16-4111-00			
T M R S	3,309	2,065	2,148
16-4112-00			
WORKMENS COMPENSATION	820	624	649
16-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	18,623	12,498	14,004
<b>SUB-TOTAL</b>	<b>24,197</b>	<b>16,142</b>	<b>17,795</b>
<b>SUPPLIES</b>			
16-4201-00			
OFFICE SUPPLIES	14,152	8,000	8,000
16-4201-01			
POLICE FACILITY SUPPLIES	0	2,500	2,500
16-4204-00			
PRINTING	6,265	0	0
16-4206-00			
MINOR TOOLS & APPARATUS	120	100	100
16-4214-00			
POSTAGE	43,496	45,000	45,000
16-4220-00			
UNIFORM RENTAL & LAUNDRY	3,313	500	500
<b>SUB-TOTAL</b>	<b>67,346</b>	<b>56,100</b>	<b>56,100</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>MAINTENANCE</b>			
16-4302-00			
FURNITURE & FIXTURES	1,403	500	500
16-4304-00			
AUTOMATED EQUIPMENT	16,566	13,225	10,000
16-4320-00			
BUILDINGS	335,382	175,000	200,000
<b>SUB-TOTAL</b>	<b>353,351</b>	<b>188,725</b>	<b>210,500</b>
<b>CONTRACTUAL/SERVICES</b>			
16-4411-00			
COMMUNICATIONS	13,650	20,258	15,000
16-4430-00			
UTILITIES	313,806	275,000	275,000
16-4440-00			
CONTRACT LABOR	35,860	0	0
16-4440-01			
GROUNDS MAINTENANCE & MOWING	0	28,000	28,000
16-4440-02			
POLICE FACILITY			
MAINTENANCE CONTRACT	0	40,000	35,000
16-4450-00			
EQUIPMENT RENTAL(R)	2,750	2,750	2,750
<b>SUB-TOTAL</b>	<b>366,067</b>	<b>366,008</b>	<b>355,750</b>
<b>DEPARTMENT TOTAL</b>	<b>828,701</b>	<b>639,455</b>	<b>653,135</b>



# 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>17 MUNICIPAL COURT</b>			
<b>PERSONNEL</b>			
17-4102-00			
CLERICAL	24,295	37,176	38,546
17-4105-00			
OVERTIME	2,409	3,000	3,000
<b>SUB-TOTAL</b>	<b>26,704</b>	<b>40,176</b>	<b>41,546</b>
<b>PERSONNEL SERVICES</b>			
17-4110-00			
SOCIAL SECURITY	2,014	3,265	3,178
17-4111-00			
T M R S	4,636	7,059	6,872
17-4112-00			
WORKMENS COMPENSATION	57	186	193
17-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	9,446	13,026	14,544
<b>SUB-TOTAL</b>	<b>16,153</b>	<b>23,536</b>	<b>24,787</b>
<b>SUPPLIES</b>			
17-4201-00			
OFFICE SUPPLIES	476	1,000	1,000
17-4204-00			
PRINTING	0	250	250
<b>SUB-TOTAL</b>	<b>476</b>	<b>1,250</b>	<b>1,250</b>



	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>MAINTENANCE</b>			
17-4304-00			
AUTOMATED EQUIPMENT	40,383	19,838	15,000
<b>SUB-TOTAL</b>	<b>40,383</b>	<b>19,838</b>	<b>15,000</b>
<b>CONTRACTUAL/SERVICES</b>			
17-4411-00			
COMMUNICATIONS	10,466	4,727	3,500
17-4418-00			
TRAVEL & EDUCATION	874	1,000	750
17-4440-00			
CONTRACT LABOR	77,058	45,000	45,000
17-4452-00			
JURY SERVICES	0	200	100
<b>SUB-TOTAL</b>	<b>88,458</b>	<b>50,927</b>	<b>49,350</b>
<b>DEPARTMENT TOTAL</b>	<b>172,174</b>	<b>135,727</b>	<b>131,933</b>



## 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.



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>20 MUNICIPAL DEVELOPMENT</b>			
<b>PERSONNEL</b>			
20-4101-00			
SUPERVISION	62,601	107,961	119,463
20-4102-00			
CLERICAL	50,005	74,266	71,574
20-4103-00			
LABOR	246,174	289,025	319,016
20-4104-00			
TEMPORARY	0	12,480	12,480
20-4105-00			
OVERTIME	25,528	10,000	10,000
<b>SUB-TOTAL</b>	<b>384,309</b>	<b>493,732</b>	<b>532,533</b>
<b>PERSONNEL SERVICES</b>			
20-4110-00			
SOCIAL SECURITY	29,209	38,721	40,739
20-4111-00			
T M R S	62,922	81,653	86,017
20-4112-00			
WORKMENS COMPENSATION	1,564	4,886	5,201
20-4114-00			
GROUP HEALTH & DENTAL INSURANCE	85,832	118,356	132,116
<b>SUB-TOTAL</b>	<b>179,527</b>	<b>243,616</b>	<b>264,073</b>
<b>SUPPLIES</b>			
20-4201-00			
OFFICE SUPPLIES	4,409	1,100	1,100
20-4204-00			
PRINTING	1,280	1,000	1,000
20-4220-00			
UNIFORM RENTAL & LAUNDRY	3,794	3,000	3,000
<b>SUB-TOTAL</b>	<b>9,918</b>	<b>5,100</b>	<b>5,100</b>
<b>MAINTENANCE</b>			
20-4304-00			
AUTOMATED EQUIPMENT	32,999	39,676	30,000
<b>SUB-TOTAL</b>	<b>32,999</b>	<b>39,676</b>	<b>30,000</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>CONTRACTUAL/SERVICES</b>			
20-4402-00			
MEMBERSHIP & DUES	676	750	2,500
20-4403-00			
ADVERTISING	5,078	1,500	1,750
20-4404-00			
CONSULTANT FEES & SERVICES	35,112	50,000	20,000
20-4407-00			
RECORDING	8,321	11,000	11,000
20-4411-00			
COMMUNICATIONS	17,082	27,010	20,000
20-4418-00			
TRAVEL & EDUCATION	10,760	5,000	13,000
20-4419-00			
TRAINING & PUBLICATION	2,276	1,000	2,000
20-4440-00			
CONTRACT LABOR	73,768	15,000	30,000
20-4440-01			
HEALTH INSPECTIONS	42,875	42,500	42,500
20-4441-00			
CONTRACT MOWING	3,298	2,500	2,500
20-4442-00			
CONTRACT BRUSH REMOVAL	10,858	2,500	3,500
20-4450-00			
EQUIPMENT RENTAL(R)	16,770	16,770	16,770
20-4480-00			
STRUCTURES DEMOLITION & CLEAN UP	182,508	150,000	185,000
<b>SUB-TOTAL</b>	<b>409,381</b>	<b>325,530</b>	<b>350,520</b>
<b>CAPITAL</b>			
20-4502-00			
COMPREHENSIVE PLAN UPDATE	0	200,000	50,000
<b>SUB-TOTAL</b>	<b>0</b>	<b>200,000</b>	<b>50,000</b>
<b>DEPARTMENT TOTAL</b>	<b>1,017,750</b>	<b>1,307,654</b>	<b>1,232,226</b>



# 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>21 ENGINEERING</b>			
<b>PERSONNEL</b>			
21-4101-00			
SUPERVISION	112,731	116,440	117,716
21-4103-00			
LABOR	167,953	177,716	192,945
<b>SUB-TOTAL</b>	<b>280,684</b>	<b>294,156</b>	<b>310,661</b>
<b>PERSONNEL SERVICES</b>			
21-4110-00			
SOCIAL SECURITY	22,523	22,503	23,766
21-4111-00			
T M R S	47,732	48,653	51,383
21-4112-00			
WORKMENS COMPENSATION	954	2,942	3,107
21-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	38,811	53,196	59,348
<b>SUB-TOTAL</b>	<b>110,019</b>	<b>127,294</b>	<b>137,604</b>
<b>SUPPLIES</b>			
21-4201-00			
OFFICE SUPPLIES	2,539	1,000	1,000
21-4206-00			
MINOR TOOLS & APPARATUS	73	200	100
<b>SUB-TOTAL</b>	<b>2,612</b>	<b>1,200</b>	<b>1,100</b>
<b>MAINTENANCE</b>			
21-4304-00			
AUTOMATED EQUIPMENT	23,615	26,451	20,000
<b>SUB-TOTAL</b>	<b>23,615</b>	<b>26,451</b>	<b>20,000</b>



	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>CONTRACTUAL/SERVICES</b>			
21-4402-00			
MEMBERSHIP & DUES	140	0	300
21-4403-00			
ADVERTISING	1,126	0	1,000
21-4404-00			
CONSULTANT FEES & SERVICES	47,368	30,000	20,000
21-4411-00			
COMMUNICATIONS	11,218	20,258	15,000
21-4418-00			
TRAVEL & EDUCATION	4,868	4,800	4,500
21-4440-00			
CONTRACT LABOR	836	5,000	0
21-4450-00			
EQUIPMENT RENTAL(R)	15,395	15,395	15,395
<b>SUB-TOTAL</b>	<b>81,195</b>	<b>75,453</b>	<b>56,195</b>
<b>DEPARTMENT TOTAL</b>	<b>500,035</b>	<b>524,554</b>	<b>525,560</b>



# 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>22 STREET</b>			
<b>PERSONNEL</b>			
22-4101-00			
SUPERVISION	168,422	169,229	171,256
22-4102-00			
CLERICAL	40,898	60,149	75,023
22-4103-00			
LABOR	149,476	209,043	213,873
22-4105-00			
OVERTIME	10,598	11,400	15,000
<b>SUB-TOTAL</b>	<b>369,394</b>	<b>449,821</b>	<b>475,152</b>
<b>PERSONNEL SERVICES</b>			
22-4110-00			
SOCIAL SECURITY	28,057	34,687	36,349
22-4111-00			
T M R S	63,483	74,995	78,590
22-4112-00			
WORKMENS COMPENSATION	10,658	38,470	42,739
22-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	66,786	125,529	145,997
<b>SUB-TOTAL</b>	<b>168,984</b>	<b>273,682</b>	<b>303,675</b>
<b>SUPPLIES</b>			
22-4201-00			
OFFICE & MISC SUPPLIES	1,739	900	1,000
22-4206-00			
MINOR TOOLS & APPARATUS	3,401	2,000	2,000
22-4220-00			
UNIFORM RENTAL & LAUNDRY	3,199	3,500	3,500
22-4223-00			
PROTECTIVE CLOTHING	3,240	1,600	1,600
22-4240-00			
CHEMICALS	14,926	24,000	14,000

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
22-4260-00			
CONCRETE	143	700	1,000
22-4261-00			
CONCRETE CULVERTS	5,625	3,900	6,000
22-4270-00			
ROCK	11,042	13,900	14,000
22-4271-00			
ASPHALT	22,168	19,000	19,000
22-4272-00			
DIRT	0	1,000	1,000
22-4273-00			
SAND	82	1,800	1,000
22-4280-00			
SIGN MAINTENANCE	12,703	10,800	30,000
<b>SUB-TOTAL</b>	<b>78,268</b>	<b>83,100</b>	<b>94,100</b>
<b>MAINTENANCE</b>			
22-4304-00			
AUTOMATED EQUIPMENT	25,841	26,451	20,000
22-4339-00			
DOWNTOWN STREET LIGHTS & FIXTURES	257	7,000	40,000
22-4340-00			
ASPHALT STREETS	558,596	362,358	250,000
22-4341-00			
CONCRETE STREETS	191,634	118,745	100,000
22-4342-00			
SIDEWALKS	0	39,200	75,000
<b>SUB-TOTAL</b>	<b>776,328</b>	<b>553,754</b>	<b>485,000</b>
<b>CONTRACTUAL/SERVICES</b>			
22-4403-00			
ADVERTISING	2,712	0	2,000
22-4404-00			
CONSULTANT FEES & SERVICES	0	163,842	30,000
22-4404-01			
CONSULTANT FOR SAFE ROUTES TO SCHOOL	0	9,500	0
22-4405-00			
PAVEMENT MANAGEMENT			
CRACK SEAL	0	20,000	90,000

## GENERAL FUND BUDGET

	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
22-4406-00			
FEMA CITY COST SHARE	0	190,000	0
22-4409-00			
STRIPPING AND MARKING	4,550	30,000	30,000
22-4410-00			
RAILROAD SIGNAL MAINTENANC	9,102	9,400	9,500
22-4411-00			
COMMUNICATIONS	11,962	16,206	12,000
22-4412-00			
UNION PACIFIC RAILROAD BEAUTIFICATION PROGRAM	22,885	15,000	15,000
22-4412-01			
UNION PACIFIC RAILROAD SOUTH ALLEY LEASE	0	15,000	15,000
22-4413-00			
RIGHT OF WAY MOWING	19,200	95,000	95,000
22-4415-00			
DOWNTOWN SPECIAL EVENTS	0	0	12,000
22-4417-00			
LAND LEASE PAYMENTS	5,500	5,500	5,500
22-4418-00			
TRAVEL & EDUCATION	1,204	1,000	1,000
22-4440-00			
CONTRACT LABOR	42,948	35,260	35,000
22-4450-00			
EQUIPMENT RENTAL(R)	174,840	174,840	174,840
<b>SUB-TOTAL</b>	<b>294,903</b>	<b>780,548</b>	<b>526,840</b>
<b>CAPITAL</b>			
22-4501-00			
STREET LIGHTING	0	497	0
22-4502-00			
PAVEMENT DATA COLLECTION	0	20,000	0
22-4509-00			
ROADWAY MONUMENT	13,311	110,987	0
<b>SUB-TOTAL</b>	<b>13,311</b>	<b>131,484</b>	<b>0</b>
<b>DEPARTMENT TOTAL</b>	<b>1,697,783</b>	<b>2,272,388</b>	<b>1,884,767</b>

# 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>25 SANITATION</b>			
<b>CONTRACTUAL/SERVICES</b>			
25-4492-00			
CONTRACT FOR REFUSE			
COLLECTION	503,846	485,000	485,000
25-4493-00			
CONTAINER SERVICE	26,547	30,000	27,000
25-4495-00			
KAUFMAN COUNTY SOLID			
WASTE MANAGEMENT	31,469	28,000	27,000
<b>SUB-TOTAL</b>	<b>561,861</b>	<b>543,000</b>	<b>539,000</b>
<b>DEPARTMENT TOTAL</b>	<b>561,861</b>	<b>543,000</b>	<b>539,000</b>



# 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.



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>26 PARKS</b>			
<b>PERSONNEL</b>			
26-4101-00			
SUPERVISION	40,902	50,174	50,794
26-4103-00			
LABOR	184,738	177,900	180,832
26-4105-00			
OVERTIME	7,995	10,250	15,000
<b>SUB-TOTAL</b>	<b>233,635</b>	<b>238,324</b>	<b>246,626</b>
<b>PERSONNEL SERVICES</b>			
26-4110-00			
SOCIAL SECURITY	17,383	18,595	18,867
26-4111-00			
T M R S	40,699	40,204	40,792
26-4112-00			
WORKMENS COMPENSATION	3,200	9,693	9,844
26-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	56,736	78,196	87,264
<b>SUB-TOTAL</b>	<b>118,018</b>	<b>146,688</b>	<b>156,767</b>
<b>SUPPLIES</b>			
26-4201-00			
OFFICE SUPPLIES	1,307	1,500	1,500
26-4206-00			
MINOR TOOLS & APPARATUS	2,347	2,000	2,000
26-4206-01			
LEAGUE EQUIPMENT	0	50,000	5,000
26-4220-00			
UNIFORM RENTAL & LAUNDRY	2,444	2,400	2,400
26-4223-00			
PROTECTIVE CLOTHING	1,234	500	1,000
26-4240-00			
CHEMICALS	92	500	5,000
26-4272-00			
BALL FIELD CLAY	0	10,100	8,000
26-4273-00			
SAND	0	200	4,000
<b>SUB-TOTAL</b>	<b>7,424</b>	<b>67,200</b>	<b>28,900</b>

	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>MAINTENANCE</b>			
26-4304-00			
AUTOMATED EQUIPMENT	19,879	20,103	15,200
26-4305-00			
OUTSIDE FURNITURE & FIXTURES	0	1,000	1,000
26-4320-00			
BUILDINGS	49,802	9,000	9,000
26-4321-00			
ATHLETIC FIELDS	12,150	21,400	15,000
26-4323-00			
PARK STRUCTURES	6,649	5,000	4,000
26-4391-00			
TENNIS COURTS	32,290	900	5,000
<b>SUB-TOTAL</b>	<b>120,771</b>	<b>57,403</b>	<b>49,200</b>
<b>CONTRACTUAL/SERVICES</b>			
26-4411-00			
COMMUNICATIONS	10,678	14,856	11,000
26-4414-00			
EQUIPMENT RENTAL	189	600	600
26-4418-00			
TRAVEL & EDUCATION	0	1,000	1,000
26-4440-00			
CONTRACT LABOR	36,188	18,000	18,000
26-4450-00			
EQUIPMENT RENTAL(R)	49,480	49,480	49,480
26-4470-00			
LANDSCAPE SERVICES	1,534	1,200	1,200
26-4480-00			
PARK MEMORIALS	763	0	500
<b>SUB-TOTAL</b>	<b>98,831</b>	<b>85,136</b>	<b>81,780</b>
<b>CAPITAL</b>			
26-4501-00			
PARK MASTER PLAN	0	60,000	0
26-4502-00			
SOFTWARE ACTIVE NET	0	28,000	0
26-4503-00			
REPLACE FENCING	0	14,000	0
<b>SUB-TOTAL</b>	<b>0</b>	<b>102,000</b>	<b>0</b>
<b>DEPARTMENT TOTAL</b>	<b>578,416</b>	<b>696,751</b>	<b>563,273</b>



## **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.



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>27 YOUTH DEVELOPMENT SERVICES PERSONNEL</b>			
27-4101-00 SUPERVISION	28,892	77,319	78,519
27-4101-01 POOL SUPERVISOR	0	17,724	0
27-4103-00 LABOR	52,134	60,000	60,000
27-4104-00 TEMPORARY	0	16,234	35,819
<b>SUB-TOTAL</b>	<b>81,026</b>	<b>171,277</b>	<b>174,338</b>
<b>PERSONNEL SERVICES</b>			
27-4110-00 SOCIAL SECURITY	6,194	13,103	13,337
27-4111-00 T M R S	1,732	15,924	18,911
27-4112-00 WORKMENS COMPENSATION	1,096	6,590	5,888
27-4114-00 GROUP HEALTH & DENTAL INSURANCE	0	13,348	28,848
<b>SUB-TOTAL</b>	<b>9,022</b>	<b>48,965</b>	<b>66,984</b>
<b>SUPPLIES</b>			
27-4201-00 OFFICE SUPPLIES	257	2,000	1,000
27-4201-01 SUPPLIES - ATHLETIC	2,136	2,200	1,500
27-4206-00 MINOR TOOLS & APPARATUS	0	2,000	500
27-4221-00 UNIFORMS PURCHASE	1,295	2,000	1,500
27-4240-00 CHEMICALS	18,744	14,800	15,000
<b>SUB-TOTAL</b>	<b>22,432</b>	<b>23,000</b>	<b>19,500</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>MAINTENANCE</b>			
27-4304-00			
AUTOMATED EQUIPMENT	2,701	7,935	6,000
27-4322-00			
SWIMMING POOL	8,259	6,500	8,000
<b>SUB-TOTAL</b>	<b>10,959</b>	<b>14,435</b>	<b>14,000</b>
<b>CONTRACTUAL/SERVICES</b>			
27-4411-00			
COMMUNICATIONS	1,491	6,753	5,000
27-4418-00			
TRAVEL & EDUCATION	300	2,500	1,500
<b>SUB-TOTAL</b>	<b>1,791</b>	<b>9,253</b>	<b>6,500</b>
<b>CAPITAL</b>			
27-4501-00			
PUMP/EQUIPMENT ROOM	0	24,170	0
27-4502-00			
RESURFACE POOL DECK	0	37,364	0
27-4503-00			
REPLACE FENCE AT POOL	0	31,791	0
27-4504-00			
REPLACE CHLORINE SYSTEM	0	4,901	0
27-4509-00			
POOL REPAIRS	6,884	6,000	0
<b>SUB-TOTAL</b>	<b>6,884</b>	<b>104,226</b>	<b>0</b>
<b>DEPARTMENT TOTAL</b>	<b>132,114</b>	<b>371,156</b>	<b>281,322</b>





# 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.



	<b>2015 - 2016 Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>2017 - 2018 Budget</b>
<b>28 STREET LIGHTING MAINTENANCE</b>			
28-4433-00			
LIGHT & POWER	348,106	285,000	310,000
<b>SUB-TOTAL</b>	<b>348,106</b>	<b>285,000</b>	<b>310,000</b>
<b>DEPARTMENT TOTAL</b>	<b>348,106</b>	<b>285,000</b>	<b>310,000</b>

## 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>32 POLICE</b>			
<b>PERSONNEL</b>			
32-4101-00			
SUPERVISION	289,585	380,521	410,349
32-4102-00			
CLERICAL	389,336	498,905	535,865
32-4103-00			
LABOR	2,512,335	2,470,994	2,532,955
32-4105-00			
OVERTIME ADMIN	25,063	35,000	18,170
32-4105-01			
OVERTIME JAIL	12,479	30,000	2,480
32-4105-02			
OVERTIME CRIMINAL			
INVESTIGATIONS	16,302	15,000	8,260
32-4105-03			
OVERTIME PATROL	104,320	80,000	66,090
32-4106-00			
STAND BY/STEP-UP	8,325	9,100	9,100
<b>SUB-TOTAL</b>	<b>3,357,746</b>	<b>3,519,520</b>	<b>3,583,269</b>
<b>PERSONNEL SERVICES</b>			
32-4110-00			
SOCIAL SECURITY	253,862	264,271	276,959
32-4111-00			
T M R S	584,800	571,378	598,811
32-4112-00			
WORKMENS COMPENSATION	32,044	116,555	120,411
32-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	556,026	789,982	910,150
<b>SUB-TOTAL</b>	<b>1,426,732</b>	<b>1,742,186</b>	<b>1,906,331</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>SUPPLIES</b>			
32-4201-00			
OFFICE SUPPLIES ADMINISTRATIVE	7,664	3,500	3,500
32-4201-01			
OFFICE SUPPLIES JAIL	427	800	800
32-4201-02			
OFFICE SUPPLIES CRIMINAL INVESTIGATIONS	693	700	700
32-4201-03			
OFFICE SUPPLIES PATROL	2,755	4,200	4,200
32-4204-00			
PRINTING ADMINISTRATION	3,991	1,000	875
32-4206-00			
MINOR TOOLS & APPARATUS ADMINISTRATION	1,282	2,000	1,000
32-4206-01			
MINOR TOOLS AND APPARATUS JAIL	518	800	800
32-4206-02			
MINOR TOOLS AND APPARATUS CRIMINAL INVESTIGATIONS	1,997	2,400	2,400
32-4206-03			
MINOR TOOLS AND APPARATUS PATROL	3,380	2,800	2,800
32-4211-00			
FOOD & CONCESSION SUPPLIES	509	225	225
32-4211-01			
FOOD & CONCESSION SUPPLIES JAIL	2,631	3,975	4,500
32-4213-00			
AMMUNITION	8,991	10,000	10,000
32-4221-00			
UNIFORM PURCHASES	23,928	19,000	19,000
32-4222-00			
CLOTHING ALLOWANCE ADMINISTRATION	1,000	1,000	1,000

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
32-4222-02			
CLOTHING ALLOWANCE			
CRIMINAL INVESTIGATIONS	3,375	3,500	3,500
32-4223-00			
PROTECTIVE CLOTHING			
ADMINISTRATION	0	900	0
32-4223-03			
PROTECTIVE CLOTHING PATROL	5,383	5,400	5,400
<b>SUB-TOTAL</b>	<b>68,524</b>	<b>62,200</b>	<b>60,700</b>
<b>MAINTENANCE</b>			
32-4301-00			
OFFICE EQUIPMENT			
ADMINISTRATION	196	50	50
32-4301-01			
OFFICE EQUIPMENT JAIL	0	50	50
32-4301-02			
OFFICE EQUIPMENT CRIMINAL			
INVESTIGATIONS	36	50	50
32-4301-03			
OFFICE EQUIPMENT PATROL	0	50	50
32-4303-00			
INSTRUMENTS & APPARATUS			
ADMINISTRATION	541	650	650
32-4303-01			
INSTRUMENTS & APPRATUS JAIL	11	425	425
32-4303-02			
INSTRUMENT & APPRATUS			
CRIMINAL INVESTIGATIONS	66	425	425
32-4303-03			
INSTRUMENTS & APPRATUS PATR	600	500	10,500
32-4304-00			
AUTOMATED EQUIPMENT	75,631	126,038	95,300
<b>SUB-TOTAL</b>	<b>77,080</b>	<b>128,238</b>	<b>107,500</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>CONTRACTUAL/SERVICES</b>			
32-4402-00			
MEMBERSHIP & DUES			
ADMINISTRATION	1,252	750	750
32-4402-02			
MEMBERSHIP & DUES CRIMINAL			
INVESTIGATIONS	80	100	100
32-4402-03			
MEMBERSHIP & DUES PATROL	105	75	75
32-4403-00			
CONSULTANTS FEES & SERVICES	0	23,800	0
32-4411-00			
COMMUNICATIONS	84,097	87,784	65,000
32-4411-01			
RADIO SYSTEM MAINTENANCE	94,006	94,000	94,000
32-4411-02			
CABLE NETWORK	0	600	1,400
32-4414-00			
EQUIPMENT RENTAL - OTHER	882	885	885
32-4418-00			
TRAVEL & EDUCATION			
ADMINISTRATION	4,340	4,600	4,600
32-4418-01			
TRAVEL & EDUCATION JAIL	480	800	800
32-4418-02			
TRAVEL & EDUCATION			
CRIMINAL INVESTIGATIONS	4,880	4,500	4,500
32-4418-03			
TRAVEL & EDUCATION PATROL	13,323	11,000	10,200
32-4419-00			
TRAINING & PUBLICATION	120	200	200
32-4420-00			
LAB SERVICES	10,869	9,000	9,000



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
32-4423-00			
JAIL LAUNDRY SERVICE	4,723	3,850	3,850
32-4425-00			
POLICE AUXILARY FORCE	1,530	1,200	2,400
32-4430-00			
UTILITIES ELECTRICAL	0	80,000	110,000
32-4430-01			
UTILITIES WATER/SEWER	0	12,000	8,000
32-4430-02			
UTILITIES NATURAL GAS	0	9,800	9,000
32-4440-00			
CONTRACT LABOR	1,402	1,400	1,400
32-4450-00			
EQUIPMENT RENTAL(R)	149,893	224,840	224,840
32-4464-00			
C & CI BUY MONEY	7,500	9,000	9,000
<b>SUB-TOTAL</b>	<b>380,080</b>	<b>580,184</b>	<b>560,000</b>
<b>CAPITAL</b>			
32-4501-00			
VIDEO SERVER	40,955	0	0
32-4504-00			
PORTABLE RADIOS	5,579	12,800	0
32-4518-00			
TANGER GRANT	720	500	0
<b>SUB-TOTAL</b>	<b>47,253</b>	<b>13,300</b>	<b>0</b>
<b>DEPARTMENT TOTAL</b>	<b>5,432,896</b>	<b>6,045,628</b>	<b>6,217,800</b>



## 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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>33 FIRE</b>			
<b>PERSONNEL</b>			
33-4101-00			
SUPERVISION	614,535	620,122	634,704
33-4103-00			
LABOR	883,290	910,393	910,079
33-4104-00			
PART-TIME	0	28,080	28,080
33-4105-00			
OVERTIME	87,200	55,000	55,000
33-4106-00			
STANDBY / STEP-UP	543	3,000	3,000
<b>SUB-TOTAL</b>	<b>1,585,568</b>	<b>1,616,595</b>	<b>1,630,863</b>
<b>PERSONNEL SERVICES</b>			
33-4110-00			
SOCIAL SECURITY	120,826	123,669	124,761
33-4111-00			
T M R S	276,177	267,385	269,745
33-4112-00			
WORKMENS COMPENSATION	17,647	53,568	54,067
33-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	222,217	317,170	353,443
<b>SUB-TOTAL</b>	<b>636,867</b>	<b>761,792</b>	<b>802,016</b>
<b>SUPPLIES</b>			
33-4201-00			
OFFICE SUPPLIES	2,008	1,500	1,500
33-4206-00			
MINOR TOOLS & APPARATUS	-2,509	3,000	3,000
33-4221-00			
UNIFORMS PURCHASE	10,975	10,000	10,000
33-4223-00			
PROTECTIVE CLOTHING	15,651	20,000	20,000
<b>SUB-TOTAL</b>	<b>26,124</b>	<b>34,500</b>	<b>34,500</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>MAINTENANCE</b>			
33-4303-00			
INSTRUMENTS & APPRATUS	19,310	20,000	20,000
33-4304-00			
AUTOMATED EQUIPMENT	32,160	21,055	15,920
33-4350-00			
VEHICLE MAINTENANCE	25,695	70,000	20,000
<b>SUB-TOTAL</b>	<b>77,165</b>	<b>111,055</b>	<b>55,920</b>
<b>CONTRACTUAL/SERVICES</b>			
33-4402-00			
MEMBERSHIP & DUES	4,269	4,000	4,000
33-4402-01			
MEMBERSHIP & DUES			
EMERGENCY MANAGEMENT	0	3,000	3,000
33-4404-00			
CONSULTANT FEES & SERVICES	11,000	12,000	12,000
33-4406-00			
FIRE GRANT CITY MATCH	66,079	0	0
33-4411-00			
COMMUNICATIONS	16,146	27,010	20,000
33-4418-00			
TRAVEL & EDUCATION	6,470	4,000	5,000
33-4419-00			
TRAINING & PUBLICATIONS	1,292	2,000	4,000
33-4426-00			
VOLUNTEER FIREMEN-ACTIVE	36,000	36,000	36,000
33-4427-00			
VOLUNTEER FIREMEN-RETIRED	10,748	12,000	12,000
33-4450-00			
EQUIPMENT RENTAL(R)	11,000	11,000	11,000
33-4460-00			
PHYSICALS	0	12,000	12,000
<b>SUB-TOTAL</b>	<b>163,004</b>	<b>123,010</b>	<b>119,000</b>
<b>DEPARTMENT TOTAL</b>	<b>2,497,092</b>	<b>2,646,952</b>	<b>2,642,299</b>



# Riter C. Hulsey Public Library

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## **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.

- Library: Con't.
  - 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.





	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>34 LIBRARY</b>			
<b>PERSONNEL</b>			
34-4101-00 SUPERVISION	134,219	136,739	78,036
34-4102-00 CLERICAL	197,952	202,542	206,383
34-4103-00 LABOR	0	0	0
34-4104-00 TEMPORARY	91,310	93,330	110,947
<b>SUB-TOTAL</b>	<b>423,481</b>	<b>432,611</b>	<b>395,366</b>
<b>PERSONNEL SERVICES</b>			
34-4110-00 SOCIAL SECURITY	31,858	33,095	30,245
34-4111-00 T M R S	73,772	71,554	65,394
34-4112-00 WORKMENS COMPENSATION	2,024	5,896	6,415
34-4114-00 GROUP HEALTH & DENTAL INSURANCE	121,796	166,763	185,692
<b>SUB-TOTAL</b>	<b>229,449</b>	<b>277,308</b>	<b>287,746</b>
<b>SUPPLIES</b>			
34-4201-00 OFFICE SUPPLIES	3,349	2,500	5,000
34-4226-00 ELECTRONIC RESOURCES	18,794	21,500	21,500
34-4227-00 AUDIO & VISUAL MATERIALS	4,000	4,000	4,000
34-4229-00 BOOKS & PERIODICALS	25,029	25,000	26,500
34-4290-00 OTHER SUPPLIES	3,116	2,000	3,000
<b>SUB-TOTAL</b>	<b>54,509</b>	<b>55,000</b>	<b>60,000</b>

	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>MAINTENANCE</b>			
34-4303-00			
DIGITIZING AND IMAGING	0	11,200	0
34-4304-00			
AUTOMATED EQUIPMENT	87,824	45,621	34,495
<b>SUB-TOTAL</b>	<b>87,824</b>	<b>56,821</b>	<b>34,495</b>
<b>CONTRACTUAL/SERVICES</b>			
34-4402-00			
MEMBERSHIP & DUES	0	0	335
34-4411-00			
COMMUNICATIONS	19,263	51,590	38,200
34-4414-00			
EQUIPMENT RENTAL	5,750	5,000	5,000
34-4418-00			
TRAVEL & EDUCATION	0	0	5,000
34-4424-00			
SPECIAL SERVICES	2,836	3,150	3,150
34-4440-00			
CONTRACT LABOR	20,495	7,800	30,680
34-4490-00			
OTHER SERVICES	700	400	0
<b>SUB-TOTAL</b>	<b>49,044</b>	<b>67,940</b>	<b>82,365</b>
<b>DEPARTMENT TOTAL</b>	<b>844,465</b>	<b>889,680</b>	<b>859,972</b>

## Housing

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### **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.



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>35 HOUSING</b>			
<b>PERSONNEL</b>			
35-4101-00 SUPERVISION	87,706	89,485	90,481
35-4102-00 CLERICAL	102,796	104,851	106,909
<b>SUB-TOTAL</b>	<b>190,502</b>	<b>194,336</b>	<b>197,390</b>
<b>PERSONNEL SERVICES</b>			
35-4110-00 SOCIAL SECURITY	14,287	14,867	15,100
35-4111-00 T M R S	33,185	32,143	32,648
35-4112-00 WORKMENS COMPENSATION	321	972	987
35-4114-00 GROUP HEALTH & DENTAL INSURANCE	38,130	52,448	58,498
<b>SUB-TOTAL</b>	<b>85,923</b>	<b>100,430</b>	<b>107,233</b>
<b>SUPPLIES</b>			
35-4201-00 OFFICE & MISC SUPPLIES	5,339	5,000	5,000
35-4214-00 POSTAGE	0	60	60
<b>SUB-TOTAL</b>	<b>5,339</b>	<b>5,060</b>	<b>5,060</b>
<b>MAINTENANCE</b>			
35-4301-00 OFFICE EQUIPMENT	3,748	5,800	5,800
35-4302-00 FURNITURE & FIXTURES	5,060	0	0
35-4304-00 AUTOMATED EQUIPMENT	33,237	31,417	23,755
<b>SUB-TOTAL</b>	<b>42,045</b>	<b>37,217</b>	<b>29,555</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	
	<b>Actual Budget</b>	<b>Year End</b>	<b>2017 - 2018</b>
		<b>Budget</b>	<b>Budget</b>
<b>CONTRACTUAL/SERVICES</b>			
35-4401-00			
AUDIT	3,000	3,000	3,000
35-4402-00			
MEMBERSHIP & DUES	220	320	320
35-4403-00			
ADVERTISING	0	350	350
35-4411-00			
COMMUNICATIONS	12,271	7,833	5,800
35-4418-00			
TRAVEL & EDUCATION	3,736	5,000	5,000
35-4440-00			
CONTRACT LABOR	0	14,000	14,000
35-4450-00			
EQUIPMENT RENTAL(R)	2,750	2,750	2,750
<b>SUB-TOTAL</b>	<b>21,978</b>	<b>33,253</b>	<b>31,220</b>
<b>DEPARTMENT TOTAL</b>	<b>344,284</b>	<b>370,296</b>	<b>370,458</b>



# 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.



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>37 LANDFILL</b>			
<b>PERSONNEL</b>			
37-4104-00			
TEMPORARY	0	6,240	12,990
<b>SUB-TOTAL</b>	<b>0</b>	<b>6,240</b>	<b>12,990</b>
<b>PERSONNEL SERVICES</b>			
37-4110-00			
SOCIAL SECURITY	0	477	994
37-4112-00			
WORKMENS COMPENSATION	0	31	65
37-4114-00			
GROUP HEALTH & DENTAL	0	0	14,004
<b>SUB-TOTAL</b>	<b>0</b>	<b>508</b>	<b>15,063</b>
<b>SUPPLIES</b>			
37-4201-00			
OFFICE & MISC SUPPLIES	0	100	100
37-4220-00			
UNIFORM RENTAL & LAUNDRY	0	0	1,250
<b>SUB-TOTAL</b>	<b>0</b>	<b>100</b>	<b>1,350</b>
<b>MAINTENANCE</b>			
37-4320-00			
BUILDING & GROUNDS			
MAINTENANCE	187	6,200	200
<b>SUB-TOTAL</b>	<b>187</b>	<b>6,200</b>	<b>200</b>
<b>CONTRACTUAL/SERVICES</b>			
37-4417-00			
LAND LEASE PAYMENTS	11,100	3,000	3,000
37-4460-00			
RECYCLING	32	2,500	0
<b>SUB-TOTAL</b>	<b>11,132</b>	<b>5,500</b>	<b>3,000</b>
<b>DEPARTMENT TOTAL</b>	<b>11,319</b>	<b>18,548</b>	<b>32,603</b>



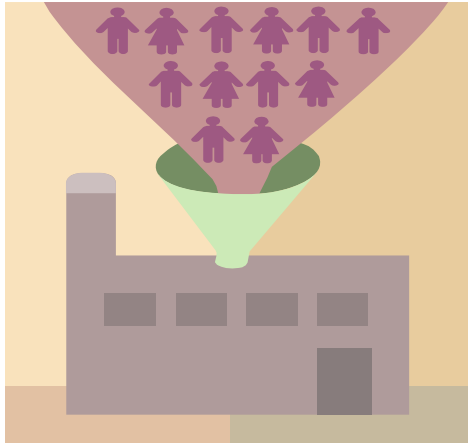
# HUMAN RESOURCES

## **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.



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>40 HUMAN PERSONNEL</b>			
40-4101-00			
SUPERVISION	104,177	105,795	106,987
40-4102-00			
CLERICAL	77,325	73,811	75,529
40-4105-00			
Overtime	437	0	0
<b>SUB-TOTAL</b>	<b>181,938</b>	<b>179,606</b>	<b>182,516</b>
<b>PERSONNEL SERVICES</b>			
40-4110-00			
SOCIAL SECURITY	13,807	13,740	13,962
40-4111-00			
T M R S	31,702	29,707	30,188
40-4112-00			
WORKMENS COMPENSATION	304	1,200	913
40-4113-00			
UNEMPLOYMENT BENEFITS	958	5,000	5,000
40-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	28,874	39,590	44,132
40-4119-00			
RETIREEES INSURANCE	0	50,000	50,000
<b>SUB-TOTAL</b>	<b>75,645</b>	<b>139,237</b>	<b>144,195</b>
<b>SUPPLIES</b>			
40-4201-00			
OFFICE SUPPLIES	7,087	7,500	7,500
40-4204-00			
PRINTING	0	500	500
40-4209-00			
FIRST AID SUPPLIES	3,002	11,000	15,000
40-4211-00			
FOOD & CONCESSION SUPPLIES	6,323	9,000	8,000
<b>SUB-TOTAL</b>	<b>16,411</b>	<b>28,000</b>	<b>31,000</b>
<b>MAINTENANCE</b>			
40-4304-00			
AUTOMATED EQUIPMENT	16,271	12,835	9,705
<b>SUB-TOTAL</b>	<b>16,271</b>	<b>12,835</b>	<b>9,705</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>CONTRACTUAL/SERVICES</b>			
40-4403-00			
ADVERTISING	50,188	5,000	50,000
40-4404-00			
CONSULTANT FEE &SERVICE	8,568	45,000	30,000
40-4411-00			
COMMUNICATIONS	13,834	5,372	4,200
40-4418-00			
TRAVEL & EDUCATION	8,605	2,000	3,000
40-4419-00			
TRAINING & PUBLICATION	10,749	5,000	4,500
40-4419-01			
TRAINING & PUBLICATION CIVIL SERVICE	4,877	13,000	10,000
40-4454-00			
EMPLOYEE DISABILITY INSURANCE	45,405	48,000	48,000
40-4460-00			
PHYSICALS & MEDICAL EXPENSE	11,941	10,000	12,000
40-4461-00			
EMPLOYEE ASSISTANCE SERVICE	6,103	6,000	6,000
40-4462-00			
DRUG TESTING	0	2,000	2,000
40-4463-00			
EMPLOYEE WELLNESS PROGRAM	0	2,000	2,000
<b>SUB-TOTAL</b>	<b>160,270</b>	<b>143,372</b>	<b>171,700</b>
<b>DEPARTMENT TOTAL</b>	<b>447,923</b>	<b>503,050</b>	<b>539,116</b>



General Fund  
Short-Term Debt Service



	2015 - 2016 Actual Budget	Estimated Year End Budget	2017 - 2018 Budget
<b>90 DEBT SERVICE</b>			
<b>CONTRACTUAL/SERVICES</b>			
90-4403-00			
PRINCIPAL DEBT SERVICE SOFTW	63,100	64,396	65,667
90-4404-00			
INTEREST DEBT SERVICE SOFTW	7,225	2,580	1,299
90-4405-00			
PRINCIPAL DEBT SERVICE			
EQUIPMENT	0	169,009	183,908
90-4406-00			
INTEREST DEBT SERVICE EQUIPM	0	46,177	31,278
90-4408-00			
PRINCIPAL DEBT SERVICE			
UNION PACIFIC RAILROAD LAND	0	114,391	118,916
90-4409-00			
UNION PACIFIC RAILROAD			
LAND	0	4,524	3,112
90-4412-00			
TRANSFER TO MARKET CENTER			
PUBLIC IMPROVEMENT DISTRICT	0	27,000	36,000
90-4801-00			
TRANSFER TO PUBLIC PRIVATE			
PARTNERSHIPS	0	220,000	220,000
<b>SUB-TOTAL</b>	<b>99,325</b>	<b>648,077</b>	<b>660,180</b>
<b>DEPARTMENT TOTAL</b>	<b>99,325</b>	<b>648,077</b>	<b>660,180</b>
<b>GRAND TOTAL</b>	<b>20,984,531</b>	<b>22,512,124</b>	<b>22,084,104</b>
<b>REVENUES TOTAL</b>	<b>20,169,217</b>	<b>20,871,389</b>	<b>22,087,661</b>
<b>EXPENDITURE TOTAL</b>	<b>20,984,531</b>	<b>22,512,124</b>	<b>22,084,104</b>
<b>Net (Rev/Exp)</b>	<b>-815,314</b>	<b>-1,640,735</b>	<b>3,557</b>





# UTILITY FUND



# UTILITY FUND

## ESTIMATED CASH POSITION

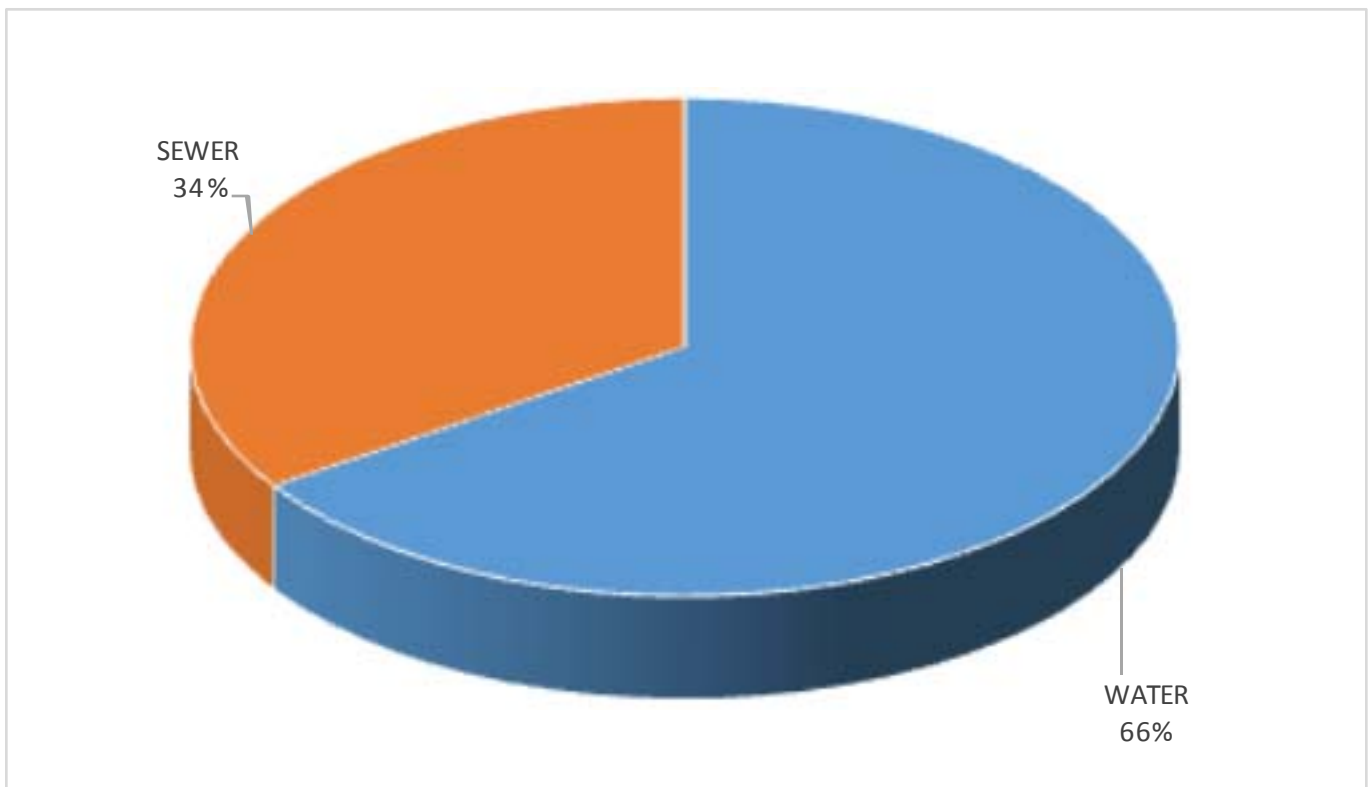
Cash in Bank April 30, 2017	<b>367,494</b>
Estimated Revenues FY 2017	14,248,666
Revenues Collected thru April 30, 2017	7,929,254
Anticipated Revenue to Sept. 30, 2017	<b>6,319,412</b>
<b>Sub-Total</b>	<b>6,686,906</b>
Estimated Expenditures FY 2017	14,478,078
Y-T-D April 30, 2017	7,844,564
<b>Sub-Total</b>	<b>6,633,514</b>
Estimated Beginning Cash FY 2018	<b>53,392</b>
Proposed Revenues FY 2018	14,665,146
<b>Sub-Total</b>	<b>14,718,538</b>
Proposed Expenditures FY 2018	14,360,819
Estimated Cash in Bank Sept. 30 2018	<b>357,719</b>



# UTILITY FUND REVENUE SUMMARY

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>WATER</b>	9,021,509	8,781,850	9,613,358
<b>SEWER</b>	5,092,332	5,466,816	5,051,788
<b>TOTAL</b>	<b>14,113,841</b>	<b>14,248,666</b>	<b>14,665,146</b>

## UTILITY FUND REVENUES



# UTILITY FUND BUDGET

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>Budget</b>
<b>Revenues</b>			
<b>WATER SERVICES</b>			
00-3201-00			
METERED SALES	7,277,172	7,800,000	8,772,822
00-3202-00			
PENALTIES	189,611	185,000	180,000
00-3203-00			
FRANCHISE TAX	506,741	553,000	453,086
00-3204-00			
NEW SERVICES & WATER TAP FEES	1,375	3,500	3,500
00-3205-00			
RETURN CHECKS FEES	3,655	6,000	6,000
00-3206-00			
NON PAYMENTCUT OFF FEES	100,220	100,000	90,000
00-3207-00			
SERVICE HOOKUP FEES	32,426	32,000	20,000
00-3208-00			
FIRE LINE CHARGES	23,733	24,000	22,000
00-3209-00			
NON-METERED SALES	0	200	200
00-3212-00			
MISCELLANEOUS SERVICES	34,710	34,000	22,000
00-3215-00			
BAD DEBT RECOVERY	0	850	850
00-3216-00			
REFUNDS & RECOVERIES	3,199	3,400	3,000
00-3219-00			
BACKFLOW CHARGES	37,613	39,900	39,900
00-3391-00			
TRANSFER IN FROM UTILITY			
CAPITAL RESERVE	811,055	0	0
<b>SUB-TOTAL</b>	<b>9,021,509</b>	<b>8,781,850</b>	<b>9,613,358</b>

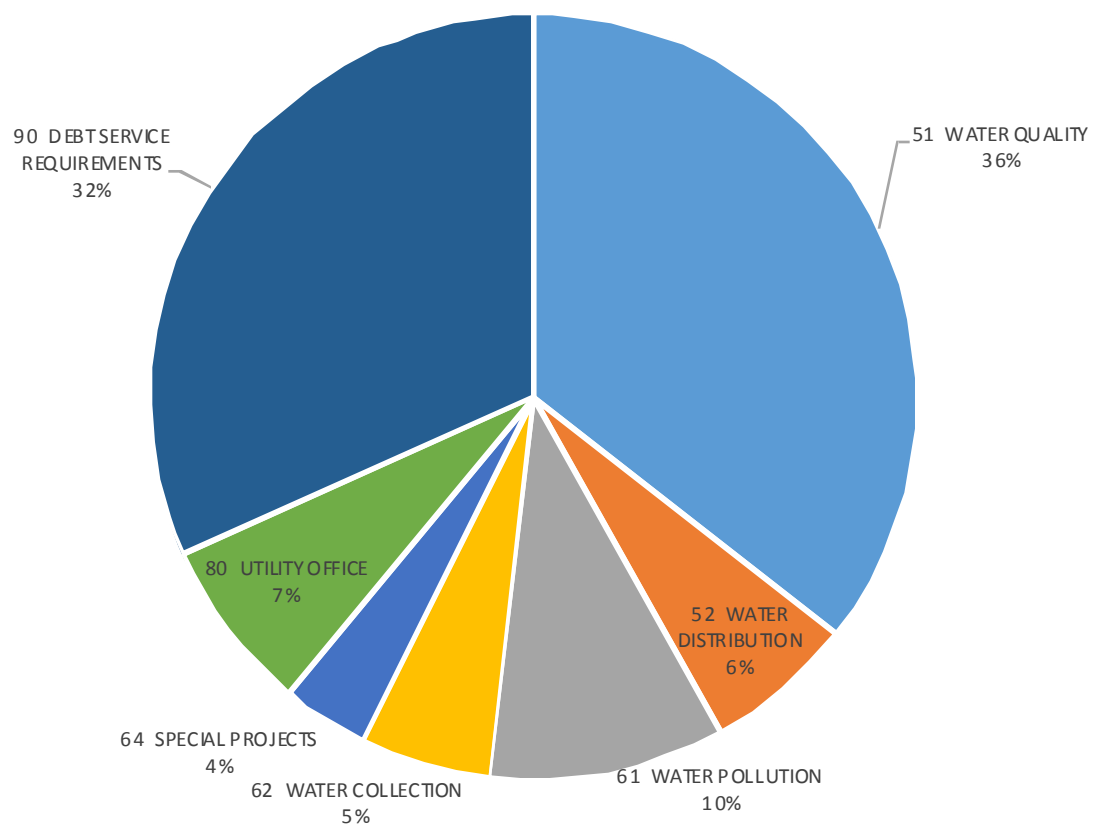
	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>Budget</b>
<hr/>			
<b>SEWER SERVICES</b>			
00-3301-00			
SEWER REVENUE	5,086,822	5,458,516	5,042,780
00-3302-00			
NEW SERVICES & SEWER TAP FEES	0	800	800
00-3304-00			
MISCELLANEOUS SERVICES	0	1,600	0
00-3305-00			
INTEREST	385	400	4,000
00-3308-00			
WASTE DISPOSAL PERMIT FEES	1,900	2,200	2,000
00-3309-00			
GREASE TRAP (FOG) FEES	3,360	3,300	2,208
<b>SUB-TOTAL</b>	<b>5,092,332</b>	<b>5,466,816</b>	<b>5,051,788</b>
 <b>REVENUE TOTAL</b>	 <b>14,123,010</b>	 <b>14,248,666</b>	 <b>14,665,146</b>



# UTILITY FUND EXPENSE SUMMARY

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>Budget</b>
51 WATER QUALITY	4,231,486	4,745,334	5,107,765
52 WATER DISTRIBUTION	932,474	902,901	907,014
61 WATER POLLUTION	1,476,710	1,483,578	1,427,364
62 WATER COLLECTION	659,050	714,894	794,087
64 SPECIAL PROJECTS	413,748	516,368	522,875
80 UTILITY OFFICE	957,222	1,028,252	1,055,323
90 DEBT SERVICE REQUIREMENTS	5,850,781	5,086,751	4,546,391
<b>TOTAL</b>	<b>14,521,471</b>	<b>14,478,078</b>	<b>14,360,819</b>

## UTILITY FUND EXPENSES



# 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.



		<b>2016 - 2017</b>	
	<b>2015 - 2016</b>	<b>Estimated Year</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>End Budget</b>	<b>Budget</b>
<hr/>			
<b>51 WATER QUALITY</b>			
<b>PERSONNEL</b>			
51-4101-00			
SUPERVISION	166,196	165,602	167,554
51-4102-00			
CLERICAL	42,113	42,414	42,919
51-4103-00			
LABOR	137,341	129,214	135,026
51-4105-00			
OVERTIME	516	6,000	6,000
51-4106-00			
STAND BY	3,609	4,800	4,800
<b>SUB-TOTAL</b>	<b>349,775</b>	<b>348,030</b>	<b>356,299</b>
<b>PERSONNEL SERVICES</b>			
51-4110-00			
SOCIAL SECURITY	26,644	26,624	27,257
51-4111-00			
T M R S	60,942	57,564	58,932
51-4112-00			
WORKMENS COMP	5,216	15,478	15,885
51-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	57,546	79,015	88,118
<b>SUB-TOTAL</b>	<b>150,347</b>	<b>178,681</b>	<b>190,192</b>

# UTILITY FUND BUDGET

		2016 - 2017	
	2015 - 2016	Estimated Year	2017 - 2018
	Actual Budget	End Budget	Budget
<hr/>			
<b>SUPPLIES</b>			
51-4201-00			
OFFICE & MISC SUPPLIES	0	1,000	1,000
51-4206-00			
MINOR TOOLS & APPARATUS	86	300	300
51-4220-00			
UNIFORM RENTAL & LAUNDRY	4,614	6,700	5,000
51-4223-00			
PROTECTIVE CLOTHING	566	200	200
51-4242-00			
CHLORINE	7,292	10,000	12,000
51-4247-00			
AMMONIA	3,369	3,000	3,000
51-4249-00			
CHEMICALS & RELATED LAB			
SUPPLIES	7,568	10,000	7,500
<b>SUB-TOTAL</b>	<b>23,495</b>	<b>31,200</b>	<b>29,000</b>
<b>MAINTENANCE</b>			
51-4303-00			
INSTRUMENTS & APPARATUS	33,656	28,900	15,000
51-4304-00			
AUTOMATED EQUIPMENT	18,857	59,033	19,300
51-4315-00			
DAM & PUMP STATION	8,650	25,000	25,000
51-4316-00			
ELEVATED TOWERS	11,028	6,500	6,500
51-4317-00			
TREATMENT PLANT	2,509	5,600	3,500
51-4319-00			
GROUND STORAGE TANKS	0	650	650
51-4370-00			
MACHINERY MAINTENANCE	0	2,500	15,000
<b>SUB-TOTAL</b>	<b>74,700</b>	<b>128,183</b>	<b>84,950</b>

# UTILITY FUND BUDGET

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>CONTRACTUAL/SERVICES</b>			
51-4402-00			
MEMBERSHIP & DUES	40	480	480
51-4409-00			
ADVALOREM TAX ON EASEMENTS	0	250	250
51-4411-00			
COMMUNICATIONS	53,575	48,416	35,850
51-4413-00			
NTMWD WATER PURCHASE	3,276,000	3,612,000	4,009,320
51-4415-00			
INSURANCE	24,458	34,200	34,200
51-4418-00			
TRAVEL & EDUCATION	2,952	2,800	2,800
51-4419-00			
TRAINING & PUBLICATIONS	0	200	200
51-4420-00			
COMMERCIAL LAB ANALYSIS	4,095	7,000	10,000
51-4424-00			
SPECIAL SERVICES	15,513	17,670	15,800
51-4430-00			
UTILITIES	194,688	276,200	276,200
51-4440-00			
CONTRACT LABOR	1,602	3,000	5,000
51-4450-00			
EQUIPMENT RENTAL(R)	54,984	57,024	57,024
51-4466-00			
SLUDGE MANAGEMENT	0	0	200
<b>SUB-TOTAL</b>	<b>3,627,907</b>	<b>4,059,240</b>	<b>4,447,324</b>
<b>DEPARTMENT TOTAL</b>	<b>4,231,486</b>	<b>4,745,334</b>	<b>5,107,765</b>

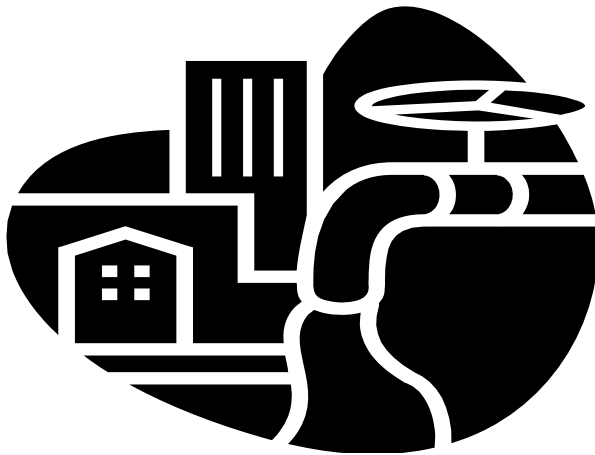
# WATER DISTRIBUTION

## *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.



		<b>2016 - 2017</b>	
	<b>2015 - 2016</b>	<b>Estimated Year</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>End Budget</b>	<b>Budget</b>
<hr/>			
<b>52 WATER DISTRIBUTION</b>			
<b>PERSONNEL</b>			
52-4101-00			
SUPERVISION	35,667	52,582	53,282
52-4103-00			
LABOR	255,583	226,874	231,146
52-4105-00			
OVERTIME	28,169	35,000	35,000
52-4106-00			
STAND BY	6,254	6,500	6,500
<b>SUB-TOTAL</b>	<b>325,673</b>	<b>320,956</b>	<b>325,928</b>
<b>PERSONNEL SERVICES</b>			
52-4110-00			
SOCIAL SECURITY	24,430	24,553	24,933
52-4111-00			
T M R S	56,751	53,086	53,908
52-4112-00			
WORKMENS COMP	8,135	14,671	14,932
52-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	66,286	91,329	101,915
<b>SUB-TOTAL</b>	<b>155,602</b>	<b>183,639</b>	<b>195,688</b>
<b>SUPPLIES</b>			
52-4201-00			
OFFICE SUPPLIES	832	900	900
52-4204-00			
PRINTING	0	0	200
52-4206-00			
MINOR TOOLS & APPARATUS	3,352	3,000	3,000
52-4220-00			
UNIFORM RENTAL & LAUNDRY	4,480	4,000	4,000
52-4221-00			
UNIFORMS PURCHASE	0	0	200
52-4223-00			
PROTECTIVE CLOTHING	852	950	1,100
52-4240-00			
CHEMICALS	0	0	300
<b>SUB-TOTAL</b>	<b>9,516</b>	<b>8,850</b>	<b>9,700</b>



# UTILITY FUND BUDGET

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	
	<b>Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>2017 - 2018 Budget</b>
<b>MAINTENANCE</b>			
52-4301-00			
OFFICE EQUIPMENT	0	0	200
52-4303-00			
INSTRUMENTS & APPARATUS	0	60	300
52-4304-00			
AUTOMATED EQUIPMENT	16,150	42,176	31,890
52-4343-00			
TRANSMISSION MAINTENANCE			
WATER & SEWER	129,075	30,000	30,000
52-4344-00			
WATER MAINS COMMON TO ALL	0	0	7,000
52-4345-00			
WATER METER MAINTENANCE	17,142	30,000	30,000
52-4370-00			
MACHINERY	0	0	300
<b>SUB-TOTAL</b>	<b>162,366</b>	<b>102,236</b>	<b>99,690</b>
<b>CONTRACTUAL/SERVICES</b>			
52-4402-00			
MEMBERSHIP & DUES	0	450	450
52-4411-00			
COMMUNICATIONS	15,339	29,712	22,000
52-4414-00			
EQUIPMENT RENTAL - OTHER	673	1,500	3,000
52-4417-00			
LEASE PAYMENTS	3,428	3,000	3,000
52-4418-00			
TRAVEL & EDUCATION	0	2,500	2,500
52-4419-00			
TRAINING & PUBLICATION	0	200	200

## UTILITY FUND BUDGET

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>Budget</b>
52-4422-00			
OTHER SERVICES	10,370	0	0
52-4430-00			
UTILITIES	9,233	10,000	10,000
52-4440-00			
CONTRACT LABOR	107,890	40,000	35,000
52-4442-00			
BACKFLOW SOLUTIONS	46,665	63,000	63,000
52-4450-00			
EQUIPMENT RENTAL(R)	88,646	136,858	136,858
<b>SUB-TOTAL</b>	<b>282,244</b>	<b>287,220</b>	<b>276,008</b>
<b>DEPARTMENT TOTAL</b>	<b>932,474</b>	<b>902,901</b>	<b>907,014</b>

# **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.



		<b>2016 - 2017</b>	
	<b>2015 - 2016</b>	<b>Estimated Year</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>End Budget</b>	<b>Budget</b>
<hr/>			
<b>61 WATER POLLUTION</b>			
<b>PERSONNEL</b>			
61-4101-00			
SUPERVISION	106,393	63,854	64,593
61-4103-00			
LABOR	135,538	179,143	181,061
61-4105-00			
OVERTIME	8,730	9,000	9,000
61-4106-00			
STAND BY	3,103	3,000	3,000
<b>SUB-TOTAL</b>	<b>253,765</b>	<b>254,997</b>	<b>257,654</b>
<b>PERSONNEL SERVICES</b>			
61-4110-00			
SOCIAL SECURITY	19,234	19,507	19,711
61-4111-00			
T M R S	44,220	42,176	42,616
61-4112-00			
WORKMENS COMP	3,257	9,720	9,826
61-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	56,864	78,307	87,368
<b>SUB-TOTAL</b>	<b>123,575</b>	<b>149,710</b>	<b>159,521</b>
<b>SUPPLIES</b>			
61-4201-00			
OFFICE SUPPLIES	1,920	1,100	1,100
61-4206-00			
MINOR TOOLS & APPARATUS	1,117	500	500
61-4220-00			
UNIFORM RENTAL & LAUNDRY	3,010	7,000	2,200
61-4221-00			
UNIFORMS PURCHASE	0	624	200
61-4223-00			
PROTECTIVE CLOTHING	1,613	625	750

# UTILITY FUND BUDGET

		2016 - 2017	
	2015 - 2016	Estimated Year	2017 - 2018
	Actual Budget	End Budget	Budget
61-4241-00			
CLOTHING RAIN GEAR	0	0	150
61-4242-00			
CHLORINE	13,450	13,000	15,000
61-4249-00			
CHEMICALS & RELATED SUPPLIES	650	5,000	900
61-4250-00			
SULFUR DIOXIDE	9,143	10,000	12,000
<b>SUB-TOTAL</b>	<b>30,903</b>	<b>37,849</b>	<b>32,800</b>
<b>MAINTENANCE</b>			
61-4301-00			
OFFICE EQUIPMENT	0	1,060	300
61-4303-00			
INSTRUMENTS & APPARATUS	500	35,000	50,000
61-4304-00			
AUTOMATED EQUIPMENT	15,362	35,395	26,763
61-4317-00			
TREATMENT PLANT	46,204	50,000	50,000
61-4370-00			
MACHINERY MAINTENANCE	178,046	200,000	150,000
<b>SUB-TOTAL</b>	<b>240,112</b>	<b>321,455</b>	<b>277,063</b>
<b>CONTRACTUAL/SERVICES</b>			
61-4402-00			
MEMBERSHIP & DUES	498	400	400
61-4403-00			
ADVERTISING	0	600	700
61-4411-00			
COMMUNICATIONS	15,768	16,206	12,000
61-4414-00			
EQUIPMENT RENTAL - OTHER	145	200	500
61-4418-00			
TRAVEL & EDUCATION	5,084	2,500	2,500

# UTILITY FUND BUDGET

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Estimated Year End Budget</b>	<b>Budget</b>
61-4419-00			
TRAINING & PUBLICATIONS	0	150	400
61-4420-00			
COMMERCIAL LAB SERVICES	60,695	60,000	40,000
61-4424-00			
SPECIAL SERVICES	27,301	26,480	28,000
61-4430-00			
UTILITIES	126,223	120,000	120,000
61-4440-00			
CONTRACT LABOR	5,384	5,000	5,000
61-4450-00			
EQUIPMENT RENTAL(R)	82,815	60,826	60,826
61-4466-00			
SLUDGE MANAGEMENT	267,627	230,000	230,000
61-4467-00			
PRETREATMENT SERVICES	236,815	197,205	200,000
<b>SUB-TOTAL</b>	<b>828,354</b>	<b>719,567</b>	<b>700,326</b>
<b>DEPARTMENT TOTAL</b>	<b>1,476,710</b>	<b>1,483,578</b>	<b>1,427,364</b>

# 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.



	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>62 WATER COLLECTION</b>			
<b>PERSONNEL</b>			
62-4101-00			
SUPERVISION	62,556	61,721	62,552
62-4103-00			
LABOR	178,277	205,559	208,161
62-4105-00			
OVERTIME	32,181	50,000	50,000
62-4106-00			
STAND BY	5,716	9,000	9,000
<b>SUB-TOTAL</b>	<b>278,730</b>	<b>326,280</b>	<b>329,713</b>
<b>PERSONNEL SERVICES</b>			
62-4110-00			
SOCIAL SECURITY	20,656	24,960	25,223
62-4111-00			
T M R S	48,567	53,967	54,535
62-4112-00			
WORKMENS COMP	3,513	10,691	10,829
62-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	66,192	91,238	101,812
<b>SUB-TOTAL</b>	<b>138,928</b>	<b>180,856</b>	<b>192,399</b>



	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>SUPPLIES</b>			
62-4201-00			
OFFICE SUPPLIES	1,034	1,100	1,100
62-4206-00			
MINOR TOOLS & APPARATUS	3,683	3,500	3,500
62-4220-00			
UNIFORM RENTAL & LAUNDRY	1,131	4,000	1,600
62-4221-00			
UNIFORMS PURCHASE	0	200	200
62-4223-00			
PROTECTIVE CLOTHING	1,337	1,000	1,000
62-4240-00			
CHEMICALS	3,041	4,500	4,500
62-4260-00			
CONCRETE	139	200	200
<b>SUB-TOTAL</b>	<b>10,365</b>	<b>14,500</b>	<b>12,100</b>
<b>MAINTENANCE</b>			
62-4304-00			
AUTOMATED EQUIPMENT	14,615	32,918	24,890
62-4343-00			
TRANSMISSION MAINTENANCE SEWER	0	10,000	20,000
62-4370-00			
SEWER ROOT TREATMENT	49,481	0	35,000
62-4371-00			
SEWER INSPECTION	0	0	750
<b>SUB-TOTAL</b>	<b>64,096</b>	<b>42,918</b>	<b>80,640</b>

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>CONTRACTUAL/SERVICES</b>			
62-4402-00			
MEMBERSHIP & DUES	0	0	500
62-4403-00			
ADVERTISING	5,199	0	0
62-4411-00			
COMMUNICATIONS	10,594	13,505	10,000
62-4414-00			
EQUIPMENT RENTAL - OTHER	1,355	3,000	3,500
62-4417-00			
LAND LEASE PAYMENTS	3,333	3,000	3,000
62-4418-00			
TRAVEL & EDUCATION	2,069	2,200	3,200
62-4419-00			
TRAINING & PUBLICATIONS	129	0	400
62-4440-00			
CONTRACT LABOR	71,232	45,000	75,000
62-4450-00			
EQUIPMENT RENTAL(R)	73,072	83,635	83,635
<b>SUB-TOTAL</b>	<b>166,983</b>	<b>150,340</b>	<b>179,235</b>
<b>DEPARTMENT TOTAL</b>	<b>659,050</b>	<b>714,894</b>	<b>794,087</b>

# SPECIAL PROJECTS

## **Mission Statement**

The mission of the Special Projects Crew is to serve the citizens of Terrell in the performance of duties that involve projects that are beyond the scope of designated city crews.

## **Description**

The Special Projects Crew reports directly to the Director of Public Services. The purpose of the Special Project Crew is to perform functions such as emergency utility replacement/repair for water and sewer lines, lot clean-up, litter nuisance calls, overall neighborhood improvements pertaining to mowing, streets, signs, culverts, cuts and patching and to assist other city crews in emergency situations.



Terrell Market Center

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>64 SPECIAL PROJECTS</b>			
<b>PERSONNEL</b>			
64-4101-00			
SUPERVISION	95,865	55,155	55,872
64-4103-00			
LABOR	31,211	103,060	101,405
64-4104-00			
TEMPORARY	165	6,240	12,480
64-4105-00			
OVERTIME	6,828	5,000	5,000
<b>SUB-TOTAL</b>	<b>134,068</b>	<b>169,455</b>	<b>174,757</b>
<b>PERSONNEL SERVICES</b>			
64-4110-00			
SOCIAL SECURITY	10,118	12,963	13,369
64-4111-00			
TMRS	23,326	28,028	28,905
64-4112-00			
WORKERS COMP	2,597	6,753	7,519
64-4114-00			
GROUP HEALTH & DENTAL INSURANCEURANCE	33,568	64,674	72,202
<b>SUB-TOTAL</b>	<b>69,609</b>	<b>112,418</b>	<b>121,995</b>
<b>SUPPLIES</b>			
64-4201-00			
OFFICE SUPPLIES	1,281	2,500	2,500
64-4206-00			
MINOR TOOLS & APPRATUS	2,197	2,500	2,500
64-4220-00			
UNIFORM RENTAL & LAUNDRY	1,623	1,400	1,400
64-4223-00			
PROTECTIVE CLOTHING	2,363	1,600	1,600
64-4240-00			
CHEMICALS	2,456	2,100	2,100
<b>SUB-TOTAL</b>	<b>9,920</b>	<b>10,100</b>	<b>10,100</b>

# UTILITY FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>MAINTENANCE</b>			
64-4304-00			
AUTOMATED EQUIPMENT	13,573	18,516	14,000
64-4392-00			
GROUNDS AND RIGHT OF WAY	3,310	4,000	4,000
<b>SUB-TOTAL</b>	<b>16,884</b>	<b>22,516</b>	<b>18,000</b>
<b>CONTRACTUAL/SERVICES</b>			
64-4402-00			
MEMBERSHIP & DUES	43	800	800
64-4411-00			
COMMUNICATIONS	11,086	14,856	11,000
64-4417-00			
LAND LEASE PAYMENTS	2,950	2,700	2,700
64-4418-00			
TRAVEL & EDUCATION	1,074	1,000	1,000
64-4440-00			
CONTRACT LABOR	8,692	15,000	15,000
64-4450-00			
EQUIPMENT RENTAL (R)	161,000	167,523	167,523
<b>SUB-TOTAL</b>	<b>184,845</b>	<b>201,879</b>	<b>198,023</b>
<b>DEPARTMENT TOTAL</b>	<b>413,748</b>	<b>516,368</b>	<b>522,875</b>



# UTILITY 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.

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.





UTILITY FUND BUDGET

		2016 - 2017	
	2015 - 2016	Estimated Year	2017 - 2018
	Actual Budget	End Budget	Budget
<hr/>			
<b>80 UTILITY OFFICE</b>			
<b>PERSONNEL</b>			
80-4101-00			
SUPERVISION	99,376	100,664	108,164
80-4102-00			
CLERICAL	256,489	271,086	285,890
80-4105-00			
OVERTIME	3,067	4,000	4,000
<b>SUB-TOTAL</b>	<b>358,933</b>	<b>375,750</b>	<b>398,054</b>
<b>PERSONNEL SERVICES</b>			
80-4110-00			
SOCIAL SECURITY	28,201	28,745	30,451
80-4111-00			
T M R S	62,474	62,149	65,838
80-4112-00			
WORKMENS COMP	606	1,859	1,971
80-4114-00			
GROUP HEALTH & DENTAL			
INSURANCE	76,174	104,769	116,991
<b>SUB-TOTAL</b>	<b>167,455</b>	<b>197,522</b>	<b>215,251</b>
<b>SUPPLIES</b>			
80-4201-00			
OFFICE SUPPLIES	11,683	13,300	13,300
80-4204-00			
PRINTING	11,436	1,200	1,200
80-4211-00			
FOOD AND/OR CONCESSION SUPPLIES	573	700	1,500
80-4214-00			
POSTAGE	14,602	18,000	21,000
<b>SUB-TOTAL</b>	<b>38,293</b>	<b>33,200</b>	<b>37,000</b>
<b>MAINTENANCE</b>			
80-4301-00			
OFFICE EQUIPMENT	245	0	0
80-4304-00			
AUTOMATED EQUIPMENT	132,778	166,664	126,018
<b>SUB-TOTAL</b>	<b>136,757</b>	<b>166,664</b>	<b>126,018</b>

# UTILITY FUND BUDGET

		<b>2016 - 2017</b>	
	<b>2015 - 2016</b>	<b>Estimated Year</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>End Budget</b>	<b>Budget</b>
<hr/>			
<b>CONTRACTUAL/SERVICES</b>			
80-4401-00			
AUDIT	15,050	45,000	45,000
80-4402-00			
MEMBERSHIP & DUES	190	500	500
80-4403-00			
ADVERTISING	2,634	0	0
80-4404-00			
CONSULTANT FEES & SERVICES	303	1,000	0
80-4406-00			
LEGAL SERVICES	9,928	15,000	35,000
80-4410-00			
UTILITY BILLING	45	2,500	17,000
80-4411-00			
COMMUNICATIONS	25,534	41,866	31,000
80-4418-00			
TRAVEL & EDUCATION	2,509	3,000	4,000
80-4419-00			
TRAINING & PUBLICATIONS	0	250	500
80-4440-00			
CONTRACT LABOR	195,534	146,000	146,000
<b>SUB-TOTAL</b>	<b>251,727</b>	<b>255,116</b>	<b>279,000</b>
 <b>DEPARTMENT TOTAL</b>	 <b>957,222</b>	 <b>1,028,252</b>	 <b>1,055,323</b>

# Intergovernmental Transfers



	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>90 DEBT SERVICE REQUIREMENTS</b>			
<b>CONTRACTUAL/SERVICES</b>			
90-4490-00			
UTILITY FRANCHISE FEE TRANSFER TO 010003201	507,165	553,000	541,308
90-4491-00			
TRNSFR TO CAPITAL IMPROVEMENT F	0	0	100,000
90-4495-00			
TRANSFER TO I & S NO1	2,220,834	1,824,145	1,770,797
90-4496-00			
NORTH TEXAS MUNICIPAL WATER DISTRICT PAYMENTS	832,364	727,270	801,950
90-4497-00			
TRANSFER TO GENERAL FUND			
010003831	482,336	482,336	482,336
90-4499-00			
TRANSFER TO UTILITY CAPITAL RESERVE FUND 028003301	1,812,322	1,500,000	850,000
<b>SUB-TOTAL</b>	<b>5,850,781</b>	<b>5,086,751</b>	<b>4,546,391</b>
<b>DEPARTMENT TOTAL</b>	<b>5,850,781</b>	<b>5,086,751</b>	<b>4,546,391</b>
<b>GRAND TOTAL</b>	<b>15,661,358</b>	<b>14,478,078</b>	<b>14,360,819</b>
<b>REVENUE TOTAL</b>	<b>14,123,010</b>	<b>14,248,666</b>	<b>14,665,146</b>
<b>EXPENDITURE TOTAL</b>	<b>15,661,358</b>	<b>14,478,078</b>	<b>14,360,819</b>
<b>Net (Rev/Exp)</b>	<b>-1,538,348</b>	<b>-229,412</b>	<b>304,327</b>



# **UTILITY CAPITAL RESERVE FUND**





# UTILITY CAPITAL RESERVE ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	<b>594,669</b>
Estimated Revenues FY 2017	1,500,000
Revenues Collected thru April 30, 2017	1,108,395
Anticipated Revenue to Sept. 30, 2017	<b>391,605</b>
<b>Sub-Total</b>	<b>986,274</b>
Estimated Expenditures FY 2017	1,576,933
Y-T-D April 30, 2017	873,682
<b>Sub-Total</b>	<b>703,251</b>
Estimated Beginning Cash FY 2018	<b>283,023</b>
Proposed Revenues FY 2018	850,000
<b>Sub-Total</b>	<b>1,133,023</b>
Proposed Expenditures FY 2018	850,000
Estimated Cash in Bank Sept. 30 2018	<b>283,023</b>



# UTILITY CAPITAL RESERVE FUND BUDGET

	2015 - 2016	2016 - 2017	2017- 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Revenues</b>			
00-3301-00			
TRANSFER IN UTILITY FUND	1,812,322	1,500,000	850,000
00-3900-00			
TRANSFER IN I&S 2 FUNDS	150,000	0	0
<b>REVENUE TOTAL</b>	<b>1,962,807</b>	<b>1,500,000</b>	<b>850,000</b>
<b>Expenses</b>			
28-4403-00			
PHASE II WASTEWATER PRIORITIZATION	271,772	2,054	0
28-4406-00			
PAY AS YOU GO	0	305,000	0
28-4501-00			
BACHELOR CREEK TRUNK LINE	0	33,910	0
28-4503-00			
POLICE FACILITY WATER AND WASTE WATER	0	50,860	0
28-4505-00			
NINTH ST ELEVATED STORAGE TOWER REMOVAL	145,083	17,052	0
28-4506-00			
FM 148 12 INCH WATER MAIN REPLACEMENT	0	0	300,000
28-4507-00			
MARKET CENTER LIFT STATION	0	0	350,000

UTILITY CAPITAL RESERVE FUND BUDGET

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017- 2018 Budget
28-4508-00			
KINGS CREEK WWTP DESIGN	0	5,121	200,000
28-4510-00			
S ROCKWALL / S MEDORA	0	247,936	0
28-4511-00			
W MOORE / CHAMBER	0	530,000	0
28-4512-00			
INDIRECT COST STUDY	0	35,000	0
28-4519-00			
CROSSROADS 16 INCH WATER LINE	0	350,000	0
90-4401-00			
TRANSFER TO UTILITY FUND	811,055	0	0
<b>EXPENDITURE TOTAL</b>	<b>1,228,637</b>	<b>1,576,933</b>	<b>850,000</b>
<b>REVENUE TOTAL</b>	<b>1,962,807</b>	<b>1,500,000</b>	<b>850,000</b>
<b>EXPENDITURE TOTA</b>	<b>1,228,637</b>	<b>1,576,933</b>	<b>850,000</b>
<b>Net (Rev/Exp)</b>	<b>734,170</b>	<b>-76,933</b>	<b>0</b>

# **STORM WATER UTILITY FUND**



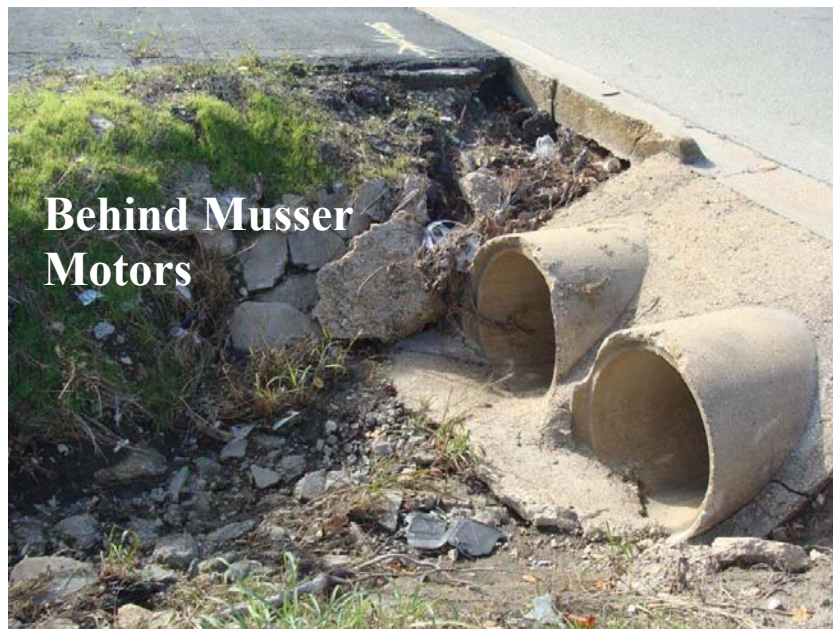
# STORM WATER FUND

## **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 April 30, 2017	<b>206,039</b>
Estimated Revenues FY 2017	681,920
Revenues Collected thru April 30, 2017	284,262
Anticipated Revenue to Sept. 30, 2017	<b>397,658</b>
<b>Sub-Total</b>	<b>603,697</b>
Estimated Expenditures FY 2017	1,259,288
Y-T-D April 30, 2017	708,860
<b>Sub-Total</b>	<b>550,428</b>
Estimated Beginning Cash FY 2018	<b>53,269</b>
Proposed Revenues FY 2018	917,151
<b>Sub-Total</b>	<b>970,420</b>
Proposed Expenditures FY 2018	743,405
Estimated Cash in Bank Sept. 30 2018	<b>227,015</b>



# STORM WATER FUND

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>Revenues</b>			
00-3201-00			
CHARGES FOR SERVICES	659,873	681,920	917,151
00-3400-01			
FEMA CONVENIENCE STATION	0	0	0
00-3401-00			
ECONOMIC DEVELOPMENT CONTRIBUTION	198,364	0	0
00-3501-00			
MHMR CONTRIBUTION	317,856	0	0
<b>REVENUE TOTAL</b>	<b>1,176,116</b>	<b>681,920</b>	<b>917,151</b>



# STORM WATER FUND

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Expenses</b>			
37-4114-00			
GROUP HEALTH & DENTAL INS	4,079	0	0
37-4261-00			
CONCRETE CULVERTS	0	0	10,000
37-4341-00			
STORM SEWER AND UTILITY MAINTENANCE	34,151	0	0
37-4402-00			
MEMBERSHIP & DUES	4,419	0	0
37-4404-00			
CONSULTANT FEES & SERVICES	3,602	0	0
37-4404-01			
DRAINAGE MASTER PLAN	0	50,000	240,000
37-4406-01			
FEMA CONVIENCE STATION	0	3,748	0
37-4406-02			
FEMA DRAINAGE	0	7,753	0
37-4440-00			
CONTRACT LABOR	14,850	0	3,000
37-4450-00			
EQUIPMENT RENTAL (R)	26,793	100,000	100,000
37-4507-00			
AIRPORT AND MHMR	113,029	640,000	0
37-4508-00			
1300 BLOCK MEDORA	5,200	22,109	0
37-4510-00			
NINTH STREET AT MUSSER	5,000	13,000	0

# STORM WATER FUND

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
37-4511-00			
NINTH ST. 700 BLK	0	7,753	0
37-4512-00			
MOORE AVE 700 BLK	29,895	130,000	0
37-4513-00			
SH 34 AT ROCHESTER EXT	47,566	0	0
37-4515-00			
CR 305 AREA DRAINAGE	0	136,700	0
90-4401-00			
TRANSFER OUT GENERAL FUND	45,562	148,225	148,225
90-4402-00			
TRANSFER OUT CAPITAL IMRV FUND 026	0	0	100,000
90-4403-00			
DEBT SERVICE GRADALL	0	0	142,180
96-4911-00			
TRANSFER TO C.O. 2014	134,000	0	0
<b>EXPENDITURE TOTAL</b>	<b>468,808</b>	<b>1,259,288</b>	<b>743,405</b>
<b>REVENUE TOTAL</b>	<b>1,176,116</b>	<b>681,920</b>	<b>917,151</b>
<b>EXPENDITURE TOTA</b>	<b>468,808</b>	<b>1,259,288</b>	<b>743,405</b>
<b>Net (Rev/Exp)</b>	<b>707,309</b>	<b>-577,368</b>	<b>173,746</b>

# **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 April 30, 2017	<b>(209,585)</b>
Estimated Revenues FY 2017	1,541,470
Revenues Collected thru April 30, 2017	1,054,839
Anticipated Revenue to Sept. 30, 2017	<b>486,631</b>
<b>Sub-Total</b>	<b>277,045</b>
Estimated Expenditures FY 2017	1,329,046
Y-T-D April 30, 2017	1,002,225
<b>Sub-Total</b>	<b>326,820</b>
Estimated Beginning Cash FY 2018	<b>(49,775)</b>
Proposed Revenues FY 2018	1,168,911
<b>Sub-Total</b>	<b>1,119,136</b>
Proposed Expenditures FY 2018	1,046,397
Estimated Cash in Bank Sept. 30 2018	<b>72,739</b>



	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>Revenues</b>			
00-3301-00			
BANK LOAN	0	401,558	0
00-3322-00			
TRANSFER IN GENERAL FUND	29,000	0	0
00-3325-00			
INSURANCE RECOVERIES	19,994	5,000	15,000
00-3336-00			
LEASE GENERAL FUND	540,838	514,045	514,045
00-3337-00			
LEASE UTILITY FUND	459,557	505,867	505,866
00-3338-00			
LEASE STORM WATER UTILITY FU	0	100,000	100,000
00-3390-00			
TRANSFER IN LIFE INSURANCE FU	986	0	0
00-3600-00			
SALE OF ASSETS	20,451	15,000	34,000
<b>REVENUE TOTAL</b>	<b>1,070,897</b>	<b>1,541,470</b>	<b>1,168,911</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>Expenses</b>			
<b>PERSONNEL</b>			
25-4101-00			
SUPERVISION	58,348	58,983	59,785
25-4103-00			
LABOR	114,923	117,349	118,793
25-4104-00			
TEMPORARY	0	0	12,480
25-4105-00			
OVERTIME	2,144	2,500	2,500
<b>SUB-TOTAL</b>	<b>175,415</b>	<b>178,832</b>	<b>193,558</b>
<b>PERSONNEL SERVICES</b>			
25-4110-00			
SOCIAL SECURITY	13,030	13,681	14,807
25-4111-00			
T M R S	30,561	29,579	32,015
25-4112-00			
WORKMENS COMP	3,085	9,257	9,375
25-4114-00			
GROUP HEALTH & DENTAL INS	33,918	52,313	72,362
<b>SUB-TOTAL</b>	<b>80,593</b>	<b>104,830</b>	<b>128,559</b>
<b>SUPPLIES</b>			
25-4201-00			
OFFICE & MISCELLANEOUS	1,047	2,000	2,000
25-4206-00			
MINOR TOOLS & APPARATUS	3,885	2,500	3,000
25-4220-00			
UNIFORM RENTAL & LAUNDRY	3,665	3,500	3,500
25-4223-00			
PROTECTIVE CLOTHING	763	300	1,000
25-4230-00			
FUEL FOR EQUIPMENT	174,338	180,000	180,000
25-4231-00			
OIL,ANTI-FREEZE,GREASE	5,304	10,000	10,000

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
25-4232-00			
TIRES & TUBES	19,070	24,000	25,000
25-4233-00			
BATTERIES	9,190	6,103	6,000
25-4234-00			
MISCELLANEOUS AUTO PARTS	16,447	10,000	10,000
25-4235-00			
MISC.HEAVY EQUIPMENT PARTS	7,325	5,000	5,000
25-4236-00			
MISCELLANEOUS SMALL EQUIP P	2,747	3,000	3,000
25-4239-00			
MISCELLANEOUS SHOP SUPPLIES	9,279	9,000	9,000
25-4240-00			
CHEMICALS	1,425	4,000	4,000
<b>SUB-TOTAL</b>	<b>254,487</b>	<b>259,403</b>	<b>261,500</b>
<b>MAINTENANCE</b>			
25-4303-00			
INSTRUMENTS & APPARATUS	43	800	1,000
25-4304-00			
AUTOMATED EQUIPMENT MAINEI	14,497	21,161	16,000
25-4350-00			
VEHICLE MAINTENANCE	25,581	18,000	18,000
25-4351-00			
HEAVY EQUIP MAINTENANCE	80,192	30,000	30,000
25-4352-00			
SMALL EQUIP MAINTENANCE	6,491	8,000	6,000
25-4353-00			
VEHICLE MAINT. /OUTSIDE FUND	905	1,500	1,500
<b>SUB-TOTAL</b>	<b>127,710</b>	<b>79,461</b>	<b>72,500</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>CONTRACTUAL/SERVICES</b>			
25-4411-00			
COMMUNICATIONS	13,824	14,991	11,100
25-4414-00			
EQUIPMENT RENTAL - OTHER	10,744	4,000	4,000
25-4415-00			
INSURANCE	22,572	43,320	43,320
25-4417-00			
LAND LEASE PAYMENTS	2,200	2,200	2,200
25-4418-00			
TRAVEL & EDUCATION	0	500	1,000
25-4430-00			
UTILITIES	5,499	0	0
25-4440-00			
CONTRACT LABOR	59	18,000	16,000
25-4450-00			
EQUIPMENT RENTAL (R)	0	0	150,660
25-4451-00			
VEHICLE REPAIR SERVICES	49,235	38,000	35,000
25-4452-00			
EQUIPMENT REPAIR SERVICE	142,589	50,000	50,000
25-4453-00			
SMALL EQUIPMENT REPAIR SERV	741	2,000	2,000
<b>SUB-TOTAL</b>	<b>247,463</b>	<b>173,011</b>	<b>315,280</b>
<b>CAPITAL</b>			
25-4504-00			
D32 POLICE PATROL VEHICLE	0	120,508	0
25-4520-00			
BACKHOE	0	90,000	0
25-4525-00			
GRADALL	0	323,000	0
25-4553-00			
STREET SWEEPER	0	0	75,000
<b>SUB-TOTAL</b>	<b>0</b>	<b>533,508</b>	<b>75,000</b>
<b>DEPARTMENT TOTAL</b>	<b>885,668</b>	<b>1,329,046</b>	<b>1,046,397</b>

	<b>2015 - 2016</b>	<b>Estimated</b>	<b>2017 - 2018</b>
	<b>Actual Budget</b>	<b>Year End Budget</b>	<b>Budget</b>
<b>DEBT SERVICE</b>			
90-4401-00			
TRANSFER TO GENERAL FUND	12,000	0	0
90-4402-00			
TRANSFER TO ASSET SEIZURE FUND	15,625	0	0
90-4698-00			
DEPRECIATION	162,364	0	0
<b>SUB-TOTAL</b>	<b>189,989</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT TOTAL</b>	<b>189,989</b>	<b>0</b>	<b>0</b>
 <b>GRAND TOTAL</b>	 <b>1,075,657</b>	 <b>1,329,046</b>	 <b>1,046,397</b>
 <b>REVENUE TOTAL</b>	 <b>1,070,897</b>	 <b>1,541,470</b>	 <b>1,168,911</b>
<b>EXPENSE TOTAL</b>	<b>1,075,657</b>	<b>1,329,046</b>	<b>1,046,397</b>
<b>Net (Rev/Exp)</b>	<b>-4,760</b>	<b>212,424</b>	<b>122,514</b>





# AIRPORT FUND



## TERRELL MUNICIPAL AIRPORT





# AIRPORT FUND

## ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	<b>1,172,381</b>
Estimated Revenues FY 2017	388,035
Revenues Collected thru April 30, 2017	184,728
Anticipated Revenue to Sept. 30, 2017	<b>203,307</b>
<b>Sub-Total</b>	<b>1,375,688</b>
Estimated Expenditures FY 2017	900,989
Y-T-D April 30, 2017	211,249
<b>Sub-Total</b>	<b>689,740</b>
Estimated Beginning Cash FY 2018	<b>685,948</b>
Proposed Revenues FY 2018	399,030
<b>Sub-Total</b>	<b>1,084,978</b>
Proposed Expenditures FY 2018	399,988
Estimated Cash in Bank Sept. 30 2018	<b>684,990</b>



# AIRPORT FUND BUDGET

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>Revenues</b>			
00-3101-00			
HANGER REVENUE	161,051	170,000	160,000
00-3103-00			
RAMP GRANT FUNDING	8,637	50,000	50,000
00-3201-00			
OLDCASTLE (600 AIRPORT RD)	117,323	122,435	122,400
00-3203-00			
LEASE ENVRNMNTL CO-OP (30-APR-14)	0	3,600	3,600
00-3205-00			
LEASE BFTS No. 2 (1010 AIRPORT)	0	0	6,600
00-3206-00			
LEASE CITY OF TERRELL	17,317	17,500	17,500
00-3207-00			
LEASE BFTS LEASE (30-AUG-13)	1,500	1,500	1,500
00-3208-00			
G-1 HANGER EDDIE WALOWICZ	0	0	6,000
00-3210-00			
G-3 HANGER C W AVIATION	0	0	5,040
00-3212-00			
LEASE HANGER CHRISTIAN SASFAI	0	0	5,040
00-3215-00			
OLDCASTLE LEASE	0	0	1,200
00-3230-00			
STAR TRANSIT LEASE (12-31-45)	0	20,000	17,000
00-3327-00			
MISCELLANEOUS SALES	375	0	150
00-3333-00			
MADIX LEASE (31-AUG-26)	3,000	3,000	3,000
00-3999-00			
GRANT REVENUE	105,534	0	0
<b>REVENUE TOTAL</b>	<b>533,366</b>	<b>388,035</b>	<b>399,030</b>

# AIRPORT FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Expenses</b>			
<b>SUPPLIES</b>			
14-4201-00			
OFFICE & MISC SUPPLIES	0	250	250
14-4220-00			
UNIFORM RENTAL & LAUNDRY	2,640	3,000	3,000
<b>SUB-TOTAL</b>	<b>2,640</b>	<b>3,250</b>	<b>3,250</b>
<b>MAINTENANCE</b>			
14-4303-00			
INSTRUMENTS & APPARATUS	3,208	2,500	3,000
14-4320-00			
BUILDINGS & GROUNDS	64,822	70,000	70,000
14-4326-00			
RAMP	64,731	100,000	100,000
14-4332-00			
EQUIPMENT MAINTENANCE	2,000	2,000	2,000
<b>SUB-TOTAL</b>	<b>134,761</b>	<b>174,500</b>	<b>175,000</b>
<b>CONTRACTUAL / SERVICES</b>			
14-4401-00			
AUDIT	0	4,000	4,000
14-4402-00			
FLY - IN	45,607	25,000	15,000
14-4403-00			
ADVERTISING	30,029	25,000	15,000
14-4404-00			
FBO - SERVICES	15,606	12,000	12,000
14-4415-00			
INSURANCE	5,218	7,500	5,500



# AIRPORT FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
14-4418-00			
TRAVEL & EDUCATION	4,357	5,000	5,000
14-4424-00			
SPECIAL SERVICES	28,503	30,000	30,000
14-4430-00			
UTILITIES	86,925	50,000	50,000
14-4440-00			
CONTRACT LABOR	2,590	20,000	10,000
<b>SUB-TOTAL</b>	<b>218,834</b>	<b>178,500</b>	<b>146,500</b>
<b>CAPITAL</b>			
14-4501-00			
SILENT WINGS DRAINAGE/PAVING	0	0	45,000
14-4502-00			
2014 HANGER PROJECT	0	5,000	0
14-4509-00			
LAND DEVELOPMENT STUDY	2,560	0	10,000
14-4511-01			
CONSTRUCT DRAINAGE	0	255,909	0
14-4511-02			
CONSTRUCT PERIMETER ROAD	0	226,592	0
14-4512-00			
CONSTRUCT PERMITER FENCE	0	10,000	0
14-4513-00			
RUNWAY & TAXIWAY DESIGN	0	27,000	0
<b>SUB-TOTAL</b>	<b>2,560</b>	<b>524,501</b>	<b>55,000</b>

# AIRPORT FUND BUDGET

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>DEBT SERVICE</b>			
90-4404-00			
TRANSFER TO GENERAL FUND	20,238	20,238	20,238
00-4405-00			
TRANSFER FROM GENERAL FUND	-171,705	0	0
<b>SUB-TOTAL</b>	<b>-151,467</b>	<b>20,238</b>	<b>20,238</b>
<b>DEPARTMENT TOTAL</b>	<b>207,327</b>	<b>900,989</b>	<b>399,988</b>
<b>REVENUE TOTAL</b>	<b>533,366</b>	<b>388,035</b>	<b>399,030</b>
<b>EXPENSE TOTAL</b>	<b>207,327</b>	<b>900,989</b>	<b>399,988</b>
<b>Net (Rev/Exp)</b>	<b>326,039</b>	<b>-512,954</b>	<b>-958</b>

# **IMPACT FEE FUND**



# IMPACT FEES FUND

## ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	<b>175,734</b>
Estimated Revenues FY 2017	137,245
Revenues Collected thru April 30, 2017	74,446
Anticipated Revenue to Sept. 30, 2017	<b>62,799</b>
<b>Sub-Total</b>	<b>238,533</b>
Estimated Expenditures FY 2017	105,000
Y-T-D April 30, 2017	103,987
<b>Sub-Total</b>	<b>1,013</b>
Estimated Beginning Cash FY 2018	<b>237,520</b>
Proposed Revenues FY 2018	137,245
<b>Sub-Total</b>	<b>374,765</b>
Proposed Expenditures FY 2018	310,000
Estimated Cash in Bank Sept. 30 2018	<b>64,765</b>



# IMPACT FEE FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Revenues</b>			
00-3327-00			
INTEREST INCOME	829	245	245
00-3401-00			
ROADWAY FEES WEST SERVICE AREA	30,848	30,000	30,000
00-3402-00			
ROADWAY FEES EAST SERVICE AREA	42,185	42,000	42,000
00-3403-00			
WATER FEES	26,046	30,000	30,000
00-3404-00			
SEWER FEES	35,631	35,000	35,000
00-3409-00			
STATE COMPTROLLER GRANT INCOME	136,141	0	0
<b>REVENUE TOTAL</b>	<b>271,680</b>	<b>137,245</b>	<b>137,245</b>

IMPACT FEE FUND BUDGET

	2015 - 2016 Actual Budget	2016 - 2017 Estimated Year End Budget	2017 - 2018 Budget
<b>Expenses</b>			
10-4403-00			
STEP GRANT PRE-CONST	143,369	40,000	0
10-4404-00			
CONSULTANT FEES & SERVICES	0	0	25,000
10-4497-00			
TRANSFER OUT CAPITAL IMPROVEME	0	0	150,000
10-4501-00			
DESIGN ROSEHILL/I20 GREEN RIBBON	0	0	85,000
10-4502-00			
MIKE CRONIN BUSINESS PARK ENG	0	0	50,000
10-4503-00			
HWY 34 LIGHTING	727,059	0	0
10-4504-00			
LEFT TURN LANE SH 34 (PD BUILDING)	0	65,000	0
<b>EXEPNSE TOTAL</b>	<b>870,428</b>	<b>105,000</b>	<b>310,000</b>
<b>REVENUE TOTAL</b>	<b>271,680</b>	<b>137,245</b>	<b>137,245</b>
<b>EXPENSE TOTAL</b>	<b>870,428</b>	<b>105,000</b>	<b>310,000</b>
<b>Net (Rev/Exp)</b>	<b>-598,748</b>	<b>32,245</b>	<b>-172,755</b>



# **CAPITAL IMPROVEMENT FUND**



# CAPITAL IMPROVEMENT FUND

## ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	24,557
Estimated Revenues FY 2017	954,796
Revenues Collected thru April 30, 2017	136,231
Anticipated Revenue to Sept. 30, 2017	<b>818,566</b>
<b>Sub-Total</b>	<b>843,122</b>
Estimated Expenditures FY 2017	800,734
Y-T-D April 30, 2017	62
<b>Sub-Total</b>	<b>800,672</b>
Estimated Beginning Cash FY 2018	<b>42,450</b>
Proposed Revenues FY 2018	492,500
<b>Sub-Total</b>	<b>534,950</b>
Proposed Expenditures FY 2018	525,000
Estimated Cash in Bank Sept. 30 2018	<b>9,950</b>



# CAPITAL IMPROVEMENT FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Revenues</b>			
00-3101-00			
TRANSFER IN GENERAL FUND	0	81,255	0
00-3102-00			
TRANSFER IN IMPACT FUND	0	0	150,000
00-3103-00			
TRANSFER IN STORMWATER FUND	0	110,897	100,000
00-3104-00			
TRANSFER IN UTILITY FUND	0	0	100,000
00-3106-00			
FEMA GRANT	0	158,609	0
00-3210-00			
PAVING INCOME	0	1,400	500
00-3222-01			
STATE GRANT FUNDS REIM			
SIDEWALKS	0	200,000	142,000
00-3222-02			
STATE GRANT FUNDS REIM HWY 34			
LIGHT	0	277,363	0
00-3693-00			
TRANSFER IN HOUSING			
REHABILITATION ASSISTANCE	0	80,000	0
00-3694-00			
TRANSFER IN RED LIGHT CAMERA			
FUND	0	45,272	0
<b>REVENUE TOTAL</b>	<b>26</b>	<b>954,796</b>	<b>492,500</b>

# CAPITAL IMPROVEMENT FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Expenses</b>			
00-4401-01			
GROVE ST SIDEWALK	0	400,000	75,000
00-4401-02			
ENGINEERING SOUTH ROCKWALL SIDEWALKS	0	0	50,000
00-4404-00			
WAYFINDING SIGNS PROJECT	25,680	0	0
00-4413-00			
TRAFFIC STUDY	0	0	10,000
00-4501-00			
PROJECT 17-03 COUNTY RD 305	0	350,734	0
00-4502-00			
REPURPOSE OLD POLICE FACILITY	0	50,000	0
00-4503-00			
GRIFFITH DESIGN AND RECONSTRUCTION	0	0	390,000
<b>EXPENSE TOTAL</b>	<b>25,680</b>	<b>800,734</b>	<b>525,000</b>
<b>REVENUE TOTAL</b>	<b>26</b>	<b>954,796</b>	<b>492,500</b>
<b>EXPENSE TOTAL</b>	<b>25,680</b>	<b>800,734</b>	<b>525,000</b>
<b>Net (Rev/Exp)</b>	<b>-25,654</b>	<b>154,062</b>	<b>-32,500</b>

# **PUBLIC PRIVATE PARTNERSHIP FUND**





# PUBLIC PRIVATE PARTNERSHIP FUND

## ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	<b>1,154,746</b>
Estimated Revenues FY 2017	2,375,169
Revenues Collected thru April 30, 2017	356,307
Anticipated Revenue to Sept. 30, 2017	<b>2,018,863</b>
<b>Sub-Total</b>	<b>3,173,609</b>
Estimated Expenditures FY 2017	1,090,048
Y-T-D April 30, 2017	628,548
<b>Sub-Total</b>	<b>461,500</b>
Estimated Beginning Cash FY 2018	<b>2,712,109</b>
Proposed Revenues FY 2018	13,222,300
<b>Sub-Total</b>	<b>15,934,409</b>
Proposed Expenditures FY 2018	14,261,931
Estimated Cash in Bank Sept. 30 2018	<b>1,672,477</b>



PUBLIC PRIVATE PARTNERSHIP FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Revenues</b>			
00-3304-00			
TAX COLLECTIONS - CURRENT	0	220,000	220,000
00-3307-00			
OTHER	0	0	300
00-3308-00			
SPUR 557 FRONTAGE ROAD	5,152,170	1,000,000	0
00-3310-00			
CROSSROADS STREET LIGHTS	12,611	284,447	0
00-3400-01			
TX CAP FUND REIMBURSEMENT	0	400,000	0
00-3601-00			
INTEREST INCOME	1,794	2,000	2,000
00-3800-00			
FM 148(N)	404,214	400,000	13,000,000
00-3802-00			
I H 20	70,021	0	0
00-3803-00			
SPUR 557 RAMPS	67,915	68,722	0
00-3804-00			
TRANSFER IN -TEDC	45,815	0	0
00-3807-00			
TRANSFER IN ROLLBACK TAXES	129,052	0	0
<b>REVENUE TOTAL</b>	<b>5,883,592</b>	<b>2,375,169</b>	<b>13,222,300</b>

PUBLIC PRIVATE PARTNERSHIP FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Expenses</b>			
15-4402-00			
I H 20 FRONTAGE ROAD	17,191	0	0
15-4403-00			
SPUR 557 RAMPS	237,313	68,723	0
15-4404-00			
SPUR 557 FRONTAGE ROAD	3,881,747	129,394	0
15-4405-00			
FM 148(N)	404,863	630,000	14,000,000
15-4408-01			
CROSSROADS PKWY MEDICAL DR LIGHTING	45,600	0	0
15-4410-00			
TIF REIMBURSEMENT SINACOLA	2,206	3,500	3,500
15-4410-02			
TIF REIMBURSEMENT BAYLOR	0	116,250	116,250
15-4410-03			
TIF REIMBURSEMENT TERRELL MARKET CENTER	4,522	140,382	140,382
15-4410-04			
TIF REIMBURSEMENT BUC EE'S	14,461	0	0
15-4410-05			
TIF REIMBURSEMENT TERRELL ECONOMIC DEVELOPMENT	0	1,800	1,800
<b>EXPENSE TOTAL</b>	<b>4,607,903</b>	<b>1,090,048</b>	<b>14,261,931</b>
<b>REVENUE TOTAL</b>	<b>5,883,592</b>	<b>2,375,169</b>	<b>13,222,300</b>
<b>EXPENSE TOTAL</b>	<b>4,607,903</b>	<b>1,090,048</b>	<b>14,261,931</b>
<b>Net (Rev/Exp)</b>	<b>1,275,689</b>	<b>1,285,121</b>	<b>-1,039,631</b>

MARKET CENTER  
PUBLIC  
IMPROVEMENT  
DISTRICT No. 1



# MARKET CENTER PUBLIC IMPROVEMENT DISTRICT FUND

## ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	<b>0</b>
Estimated Revenues FY 2017	27,000
Revenues Collected thru April 30, 2017	0
Anticipated Revenue to Sept. 30, 2017	<b>27,000</b>
<b>Sub-Total</b>	<b>27,000</b>
Estimated Expenditures FY 2017	27,000
Y-T-D April 30, 2017	0
<b>Sub-Total</b>	<b>27,000</b>
Estimated Beginning Cash FY 2018	<b>0</b>
Proposed Revenues FY 2018	36,000
<b>Sub-Total</b>	<b>36,000</b>
Proposed Expenditures FY 2018	36,000
Estimated Cash in Bank Sept. 30 2018	<b>0</b>





MARKET CENTER PUBLIC IMPROVEMENT DISTRICT FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Revenues</b>			
00-3101-00			
TRANSFER FROM GENERAL FUND	0.00	27,000.00	36,000.00
<b>REVENUE TOTAL</b>	<b>0.00</b>	<b>27,000.00</b>	<b>36,000.00</b>
<b>Expenses</b>			
11-4402-00			
DETENTION POND MAINTENANCE	0.00	27,000.00	36,000.00
<b>EXPENSE TOTAL</b>	<b>0.00</b>	<b>27,000.00</b>	<b>36,000.00</b>
<b>TOTAL REVENUE</b>	<b>0.00</b>	<b>27,000.00</b>	<b>36,000.00</b>
<b>TOTAL EXPENSES</b>	<b>0.00</b>	<b>27,000.00</b>	<b>36,000.00</b>
<b>Net (Rev/Exp)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# TOURISM FUND



# TOURISM FUND

## ESTIMATED CASH POSITION

Cash in Bank April 30, 2017	\$	<b>36,151</b>
Estimated Revenues FY 2017	\$	384,123
Revenues Collected thru April 30, 2017	\$	206,051
Anticipated Revenue to Sept. 30, 2017	\$	<b>178,072</b>
<b>Sub-Total</b>	<b>\$</b>	<b>214,224</b>
Estimated Expenditures FY 2017	\$	434,271
Y-T-D April 30, 2017	\$	220,047
<b>Sub-Total</b>	<b>\$</b>	<b>214,224</b>
Estimated Beginning Cash FY 2018	\$	<b>(0)</b>
Proposed Revenues FY 2018	\$	375,000
<b>Sub-Total</b>	<b>\$</b>	<b>375,000</b>
Proposed Expenditures FY 2018	\$	-
Estimated Cash in Bank Sept. 30 2018	\$	<b>375,000</b>



TOURIS FUND BUDGET

	2015 - 2016	2016 - 2017	2017 - 2018
	Actual Budget	Estimated Year End Budget	Budget
<b>Revenues</b>			
00-3201-00			
AMERICA'S BEST VALUE INN	11,540	13,900	15,000
00-3202-00			
BEST WESTERN COUNTY INN	27,409	0	0
00-3203-00			
DAYS INN	22,598	19,221	22,500
00-3204-00			
SUPER 8	29,910	33,885	32,500
00-3205-00			
LA QUINTA INN	70,993	75,230	82,500
00-3207-00			
HOLIDAY INN EXPRESS	142,128	147,467	162,500
00-3208-00			
MOTEL 6	33,735	35,425	0
00-3210-00			
TEXAS INN MOTEL	3,994	3,595	0
00-3218-00			
COMFORT INN	56,382	55,400	60,000
<b>REVENUE TOTAL</b>	<b>398,749</b>	<b>384,123</b>	<b>375,000</b>





# **INTEREST & SINKING No. 1**



**INTEREST AND SINKING FUND No. 1**  
**ESTIMATED CASH POSITION**

Cash in Bank April 30, 2017	<b>\$ 1,241,103</b>
Estimated Revenues FY 2017	\$ 3,238,048
Revenues Collected thru April 30, 2017	\$ 2,341,513
Anticipated Revenue to Sept. 30, 2017	<b>\$ 896,535</b>
<b>Sub-Total</b>	<b>\$ 2,137,638</b>
Estimated Expenditures FY 2017	\$ 3,167,892
Y-T-D April 30, 2017	\$ 2,528,483
<b>Sub-Total</b>	<b>\$ 639,409</b>
Estimated Beginning Cash FY 2018	<b>\$ 1,498,230</b>
Proposed Revenues FY 2018	\$ 3,116,378
<b>Sub-Total</b>	<b>\$ 4,614,607</b>
Proposed Expenditures FY 2018	<b>\$ 3,049,377</b>
Estimated Cash in Bank Sept. 30 2018	<b>\$ 1,565,230</b>

**I AND S #1  
DEBT SCHEDULE PROJECTION**

		08-09	09-10	10-11	11-12	12-13	13-14	14-15
AIRPORT IMPROVEMENTS	2003	114,740	116,928	114,003	115,965	112,815	114,740	116,640
CO 2006 1.5 MIL	2006	85,494	88,894	87,094	90,294	88,294	91,294	89,094
CO 2007A 2.0 MIL	2007A	516,883	96,158	99,121	96,976	94,831	97,578	95,219
CO 2007B 2.0 MIL	2007B	273,868	273,685	272,903	271,522	274,393	271,514	272,887
CO 2008 4.9 MIL	2008	258,834	452,344	456,303	454,704	462,436	459,499	456,116
GO REFUNDING	2009		364,571	363,570	364,878	365,880	366,578	366,970
CO 2011A 4.7 MIL	2011			118,152	351,991	350,935	354,410	352,398
CO 2011B 1.5 MIL	2011			28,865	99,913	99,313	98,713	97,963
GO REFUNDING	2012						368,241	620,776
CO 2013 1.6 MIL	2013							78,894
CO 2014 12.5 MIL	2014							665,601
<b>TOTAL</b>		1,249,819	1,392,579	1,540,010	1,846,242	1,848,896	2,222,567	3,212,557
TRANSFER IN UTILITY FUND		923,112	685,480	983,659	1,307,200	1,317,188	1,769,715	1,766,470
AMOUNT TO BE PROVIDED BY TAXES		326,707	707,099	556,351	539,042	531,709	452,852	1,446,087
		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
<b>TOTAL</b>		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	1,650,048	1,408,597	1,412,229	1,413,291
AMOUNT TO BE PROVIDED BY TAXES		1,401,467	1,399,903	1,270,671	1,282,922	1,291,691	1,305,667	1,319,329
		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	350,535
CO 2011B 1.5 MIL	2011B	98,288	96,488	99,575	97,550	95,413	98,038	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	1,193,675
<b>TOTAL</b>		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		1,160,357	1,163,605	827,964	825,697	748,374	648,518	446,073
AMOUNT TO BE PROVIDED BY TAXES		1,321,292	1,318,185	1,281,139	1,281,334	1,270,300	1,273,022	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	354,519
CO 2011B 1.5 MIL	2011B	97,913	95,163	97,288	99,163	95,913	97,538	98,913
CO 2014 12.5 MIL	2014	1,196,175	1,196,175	1,193,675	1,194,300	1,193,400		
<b>TOTAL</b>		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	453,400	451,144	447,919	453,431
AMOUNT TO BE PROVIDED BY TAXES		1,196,175	1,196,175	1,193,675	1,194,300	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		
<b>TOTAL</b>		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		

# CHART OF ACCOUNTS



**City of Terrell  
Chart of Accounts**

<b><u>PERSONNEL</u></b>		
Dept	Code	Description
xx	4101	<b>Supervision</b> – Salary and wages paid to employees filling Council approved, permanent, full time positions
xx	4102	<b>Clerical</b> – Salary and wages paid to employees filling Council approved, permanent, full time positions
xx	4103	<b>Labor</b> - Salary and wages paid to employees filling Council approved, permanent, full time positions
xx	4104	<b>Temporary</b> - Salaries and wages paid to part-time, seasonal, hourly personnel. These employees are non-benefited employees
xx	4105	<b>Overtime</b> - Overtime wages paid in accordance with federal wage and hour laws
xx	4106	<b>Standby-pay</b> - Wages paid to employees who are assigned to "standby" to answer public service calls
xx	4107	<b>Professional</b> - Salaries and wages paid to employees who are on the payroll under contract status
<b><u>PERSONNEL SERVICES</u></b>		
xx	4110	<b>Social Security</b> - City's portion of mandatory contribution into the federal social security system
xx	4111	<b>TMRS</b> - City's participation in retirement program, for Council approved, full-time employees
xx	4112	<b>Workmen's Comp</b> - City's cost for providing workmen's compensation insurance for employees
xx	4113	<b>Unemployment Benefits</b> - self explanatory
xx	4114	<b>Group Health &amp; Dental Insurance</b> - City's participation in group hospitalization and dental insurance plan
xx	4116	<b>ICMA Deferred Compensation Plan - International</b> City Manager's Association deferred compensation plan
<b><u>SUPPLIES</u></b>		
Dept	Code	Description
xx	4201	<b>Office Supplies</b> - 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**

<b>SUPPLIES (continued)</b>		
<b>Dept</b>	<b>Code</b>	<b>Description</b>
xx	4204	<b>Printing</b> – Commercial printing of forms and receipts and other matter for commercial use
xx	4206	<b>Minor Tools &amp; Apparatus</b> – 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	<b>K-9 Supplies</b>
xx	4209	<b>Safety Supplies</b> – Supplies that are deposited in the first aid kits in the various departmental locations
xx	4211	<b>Food and/or Concession Supplies</b> – Food purchased for in-house use (i.e. prisoners, council) and items that are for sale in concession facilities
xx	4212	<b>Election supplies</b> – Supplies that are for the use in city officer/city related elections
xx	4213	<b>Ammunition</b> – Ammunition for firearms to be used by the police department
xx	4214	<b>Postage</b> – The purchase of postage for the mailing of all city correspondence
xx	4220	<b>Uniform Rental &amp; Laundry</b> – The cost of uniform rental and laundry for employees and facilities respectively
xx	4221	<b>Uniform Purchase</b> – The purchase of uniforms
xx	4222	<b>Clothing Allowance</b> – Police criminal investigations unit
xx	4223	<b>Protective Clothing</b> – Foul weather gear, clothing required for working near hazardous materials
xx	4227	<b>Computer Applications</b> – CD Rom materials (Library use only)
xx	4228	<b>Audio Visual Materials</b> – Supplies used in the operation of audio and visual equipment
xx	4229	<b>Books &amp; Periodicals</b> – Self Explanatory
xx	4230	<b>Fuel for Equipment</b> – Self Explanatory
xx	4234	<b>Miscellaneous Auto Parts</b> – The purchase of auto parts for inventory purposes



**City of Terrell  
Chart of Accounts**

<b><u>Supplies (continued)</u></b>		
Dept.	Code	Description
xx	4240	<b>Chemicals</b> - The purchase of chemicals other than those chemicals that are identified specifically
xx	4241	<b>Copper Sulfate</b> – Self explanatory
xx	4242	<b>Chlorine</b> – Self explanatory
xx	4244	<b>Polymer</b> – Self explanatory
xx	4245	<b>Soda Ash</b> - Self explanatory
xx	4246	<b>Lime</b> – Self explanatory
xx	4247	<b>Ammonia</b> –Self explanatory
xx	4248	<b>Caustic Soda</b> - Self explanatory
xx	4249	<b>Chemicals &amp; Related Supplies Lab</b> - The purchase of chemicals and supplies specifically for laboratory purposes
xx	4250	<b>Sulfur Dioxide</b> - Self explanatory
xx	4260	<b>Concrete</b> - Self explanatory
xx	4261	<b>Concrete Culverts</b> - Self explanatory
xx	4269	<b>Other Concrete Products</b> - Self explanatory
xx	4270	<b>Rock</b> - Self explanatory
xx	4271	<b>Asphalt</b> -Self explanatory
xx	4272	<b>Dirt</b> - Self explanatory
xx	4273	<b>Sand</b> - Self explanatory
xx	4280	<b>Street Signs</b> - Self explanatory
xx	4290	<b>Other Supplies</b> - 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	<b>League Softball</b> - All expenses related to league softball
xx	4292	<b>Terrell Tennis Association</b> – Supplies
<b><u>MAINTENANCE</u></b>		
xx	4301	<b>Office Equipment</b> – 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	<b>Instruments &amp; Apparatus</b> – Cost to maintain instruments and apparatus

**City of Terrell  
Chart of Accounts**

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

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

<b>CONTRACTURAL SERVICES (continued)</b>		
<b>Dept</b>	<b>Code</b>	<b>Description</b>
xx	4414	<b>Equipment Rental Other</b> – Self explanatory
xx	4415	<b>Insurance – Premium Payments</b> – Cost of insurance coverage for liability/vehicles/equipment; all coverage excluding the employees health/life/dental/disability
xx	4416	<b>Debt Service</b> – Payments of debts incurred by City
xx	4417	<b>Land Lease Payments</b> – The payment for leases on land that are incurred by the City
xx	4418	<b>Travel &amp; Education</b> – 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	<b>Training &amp; Publication</b> – Books, publications, films, testing supplies, and other expendable items used for in-service training
xx	4420	<b>Commercial Lab Analysis</b> – Outside lab analysis for water & wastewater
xx	4422	<b>Other Services</b> – Cost for miscellaneous services to the City, not defined in special services, and does not include professional services; film processing
xx	4423	<b>Jail Laundry Service</b> – Cost incurred for laundry service for city jail
xx	4424	<b>Special Services</b> – Professional services
xx	4425	<b>Police Auxiliary</b> – Cost associated with the police auxiliary program
xx	4427	<b>Retired Volunteer Firemen</b> – Costs associated with the retired volunteer firemen benefits
xx	4428	<b>Seized Funds Expenditure</b> – Self explanatory
xx	4430	<b>Utility Services</b> – services for water and special drinking water, natural & propane gas service, light & power service
xx	4434	<b>Light &amp; Power Service Tawakoni Pump Station</b> – Costs associated with the power service for the Tawakoni Pump Station
xx	4440	<b>Contract Labor</b> – Services for personnel and equipment to perform a specific job
xx	4450	<b>Equipment Rental</b> – (reserved) Fees for vehicle rental from central garage
xx	4451	<b>Vehicle Repair Services</b> – Contractual repair of fleet vehicles includes any parts provided by the vendor to make the repair

**CONTRACTUAL SERVICES (continued)**

Dept.	Code	Description
xx	4452	<b>Equipment Repair Services</b> – 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	<b>Physicals &amp; Medical Expenses</b> – Cost for physical examinations and other medical expenses
xx	4461	<b>Employee Assistance Program</b> – Cost for professional program to assist city employees seeking help in different areas; assist management in people oriented programs
xx	4462	<b>Drug Testing</b> – Cost associated for drug testing programs and actual testing
xx	4464	<b>C &amp; CI</b> – Police Department use only
xx	4466	<b>Sludge Management</b> – Cost associated with the removal of sludge materials from the water production/wastewater treatment plants
xx	4470	<b>Landscape Services</b> – Service required for maintenance of grounds (sprinkler service, plants and shrubs, etc)
xx	4480	<b>Structure Demolition and Clean Up</b> – Cost associated with the demolition and clean-up for properties, includes those properties not owned by city
xx	4490	<b>Other Services Not Listed</b> - 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	<b>Teen Court Services</b> – Costs associated with providing teen court program
xx	4492	<b>Contract Refuse Collection</b> – Cost for contract for refuse collection
xx	4493	<b>Refuse Container Service</b> – Cost of services for delivery and pickup of refuse containers (i.e. City Convenience Station)
xx	4494	<b>Annual Spring Cleanup Services</b> – Cost for services provided for city wide cleanup event
xx	4495	<b>Summer Recreation Program</b> – contract recreation service
xx	4496	<b>Turn Around Terrell</b> – Cost for goods and services provided for drug free Terrell program
xx	4497	<b>Sabine River Authority</b> – 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