



CITY OF STAFFORD

2610 SOUTH MAIN STREET • STAFFORD, TEXAS 77477
(281) 261-3900 • WWW.STAFFORDTX.GOV

AGENDA

SPECIAL CALLED CITY COUNCIL MEETING

Monday, September 30, 2024, at 6:30 p.m.

City Hall, Council Chambers

2610 South Main St, Stafford, TX 77477

1. Call to Order.
2. Pledges of Allegiance.
3. Public Comments.
4. (a) Discussion of an Ordinance approving and adopting the General Budget for the City of Stafford, Texas for Fiscal Year 2024-2025; making appropriations for the City for such year as reflected in said Budget; and making certain findings and containing certain provisions relating to the subject.
(b) Public Comments.
(c) Possible Consideration of appropriate action on item (a).
5. (a) Discussion of Police Department Classification and Salary Chart for Fiscal Year 2024-2025.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).
6. (a) Discussion of Police Department Restricted Funds for Fiscal Year 2024-2025.
(b) Public Comments on item (a).
(c) Possible Consideration of appropriate action on item (a).
7. Adjournment.

I CERTIFY THAT THE ABOVE NOTICE OF A SPECIAL CALLED MEETING AND AGENDA WAS POSTED ON THE BULLETIN BOARD OF THE STAFFORD CITY HALL ON SEPTEMBER 27, 2024.

COUNCILMEMBERS
ALICE CHEN
WILLIAM BOSTIC JR.
TIM WOOD

MAYOR
KEN MATHEW

COUNCILMEMBERS
CHRISTOPHER CALDWELL
VIRGINIA ROSAS
YAVIER HERRERA

Roxanne Benitez

**Roxanne Benitez, TRMC, CPM, CMCC
City Secretary**

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (281) 261-3900 for further information.

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF STAFFORD, TEXAS, BUDGET FOR THE FISCAL YEAR 2024-2025; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; AND MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, on the 17th day of July, 2024, the Mayor filed with the City Secretary a proposed budget of expenditures of the City of Stafford for the fiscal year 2024-2025; and

WHEREAS, pursuant to a motion of the City Council and after notice required by law, a public hearing on such budget was held at the regular meeting place of the City Council at the City of Stafford City Hall, 2610 South Main, Stafford, Texas, on the 25th day of September, 2024, at which hearing all members of the public had the right to be present and heard. Also, those who requested to be heard were heard; and

WHEREAS, the City Council has considered the proposed budget and made such changes therein as the City Council's judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and

WHEREAS, a copy of the budget has been filed with the City Secretary. Now, the City Council desires to approve and adopt the same. Therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS;

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council hereby approves and adopts the budget described in the preamble of this Ordinance, a copy of which is attached hereto and made a part hereof. The City Secretary is hereby directed to place on said budget an endorsement, to be signed by the City Secretary, which shall read as follows: "The Original Budget of the City of Stafford, Texas, for the Fiscal year 2024 - 2025." Such budget as thus endorsed, along with the Budget Coversheet required by law, shall be kept on file in the office of the City Secretary.

PASSED, APPROVED, AND ADOPTED this 30th day of September, 2024.

Ken Mathew, Mayor

ATTEST:

Roxanne Benitez, City Secretary

Exhibit A

**CITY OF STAFFORD
ADOPTED BUDGET**

FISCAL YEAR 2024 - 2025

**CITY OF STAFFORD
 FY 2024-2025 ADOPTED BUDGET
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CITY OF STAFFORD
FY 2024-2025 ADOPTED BUDGET

	FY 22-23 ACTUAL AUDITED	FY 23-24 ADOPTED BUDGET	FY 23-24 FINAL BUDGET	FY 24-25 ADOPTED BUDGET
GENERAL FUND OPERATING - 100				
REVENUES	\$ 28,138,365	\$ 27,028,872	\$ 30,187,669	\$ 26,514,311
EXPENDITURES	(24,018,346)	(28,317,498)	(27,168,265)	(27,420,799)
OPERATING TRANSFERS OUT	(2,306,498)	(1,741,185)	(3,445,200)	(850,840)
SUBTOTAL	1,813,521	(3,029,811)	(425,797)	(1,757,328)
BEGINNING FUND BALANCE	7,935,174	8,356,350	9,748,694	9,322,898
ENDING FUND BALANCE	9,748,695	5,326,539	9,322,898	7,565,570

GENERAL FUND NON-OPERATING - 101				
REVENUES	1,610,339	1,123,195	2,742,010	101,000
EXPENDITURES	(1,513,299)	(1,458,235)	(3,988,444)	(631,063)
OPERATING TRANSFERS OUT				
SUBTOTAL	97,040	(335,040)	(1,246,434)	(530,063)
BEGINNING FUND BALANCE	3,075,278	2,999,042	3,172,318	1,925,884
ENDING FUND BALANCE	3,172,318	2,664,002	1,925,884	1,395,821

STAFFORD CENTRE OPERATING FUND - 121				
REVENUES	1,891,276	\$ 1,937,000	\$ 2,108,001	1,974,500
TRANSFER IN FROM HOT & SEDC	803,300	\$ 950,000	\$ 900,000	1,250,000
EXPENDITURES	(2,233,275)	(2,459,753)	(2,453,454)	(2,464,750)
OPERATING TRANSFERS OUT				
SUBTOTAL	461,301	427,247	554,547	759,750
BEGINNING FUND BALANCE	(373,291)	460,955	88,010	642,557
ENDING FUND BALANCE	88,010	888,202	642,557	1,402,307

STAFFORD CENTRE NON-OPERATING FUND - 122				
REVENUES	-			
TRANSFER FROM SEDC	291,782	552,750	1,514,414	235,000
EXPENDITURES	(291,782)	(552,750)	(1,514,414)	(235,000)
OPERATING TRANSFERS OUT				
SUBTOTAL	-	-	-	-
BEGINNING FUND BALANCE	-	-	-	-
ENDING FUND BALANCE	-	-	-	-

HOTEL OCCUPANCY TAX FUND - 300				
REVENUES	1,503,988	1,300,000	1,815,000	1,865,000
EXPENDITURES			(25,000)	
OPERATING TRANSFERS OUT	(1,352,407)	(1,291,215)	(2,178,879)	(1,493,271)
SUBTOTAL	151,581	8,785	(388,879)	371,729
BEGINNING FUND BALANCE	7,768,830	6,605,074	7,920,411	7,531,532
ENDING FUND BALANCE	7,920,411	6,613,859	7,531,532	7,903,261

DEBT SERVICE FUND - 400				
REVENUES	4,905	2,000	9,000	9,000
TRANSFER FROM GENERAL FUND	851,938	849,190	849,190	850,840
EXPENDITURES	(851,938)	(849,190)	(849,340)	(850,840)
SUBTOTAL	4,905	2,000	8,850	9,000
BEGINNING FUND BALANCE	25,153	29,153	30,058	38,908
ENDING FUND BALANCE	30,058	31,153	38,908	47,908

**CITY OF STAFFORD
FY 2024-2025 ADOPTED BUDGET**

	FY 22-23 ACTUAL AUDITED	FY 23-24 ADOPTED BUDGET	FY 23-24 FINAL BUDGET	FY 24-25 ADOPTED BUDGET
CAPITAL PROJECTS FUND - 500				
REVENUES	133,323	95,000	95,000	75,000
EXPENDITURES	(1,082,705)	(1,125,000)	(1,134,973)	(1,330,107)
SUBTOTAL	(949,382)	(1,030,000)	(1,039,973)	(1,255,107)
BEGINNING FUND BALANCE	3,570,230	2,643,673	2,620,848	1,580,875
ENDING FUND BALANCE	2,620,848	1,613,673	1,580,875	325,768
SPECIAL REVENUE FUND 200 - 224				
REVENUES	251,531	111,260	125,100	91,050
EXPENDITURES	(134,855)	(119,753)	(131,991)	(167,120)
SUBTOTAL	116,676	(8,493)	(6,891)	(76,070)
BEGINNING FUND BALANCE	377,076	337,545	493,752	486,861
ENDING FUND BALANCE	493,752	329,052	486,861	410,791

In accordance with State law, the Ad Valorem Tax Rate for the City of Stafford for the 2024 tax year is \$0.00

Mayor's Budget of the City of Stafford, Texas for the 2024-2025 Fiscal Year, as posted on September 30, 2024 was received from the Mayor by me at _____

Roxanne Benitez
City Secretary



City of Stafford, TX

Budget Worksheet Account Summary

For Fiscal: 2023-2024 Period Ending: 09/30/2024

		Defined Budgets								
		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Fund: 100 - GENERAL FUND - OPERATING										
Revenue										
RevSubCategory: 10 - Taxes										
RevDept: 90 - Non Department										
100-90-4100.00	Sales Tax	12,800,000.00	13,073,637.48	18,960,000.00	19,339,604.43	19,387,500.00	19,486,565.80	19,387,500.00	19,387,500.00	19,387,500.00
100-90-4101.00	Franchise Tax	1,700,000.00	1,743,158.07	1,750,000.00	1,580,426.72	1,645,000.00	1,693,306.28	1,600,000.00	1,750,000.00	1,750,000.00
100-90-4103.01	380 Agreement Rebate	-1,225,000.00	-1,067,930.96	-1,736,358.00	-1,583,960.61	-1,500,000.00	-1,326,817.03	-1,600,000.00	-1,500,000.00	-1,500,000.00
100-90-4104.00	Mixed Beverage Tax	250,000.00	256,884.64	290,000.00	341,469.13	320,000.00	320,636.76	400,000.00	400,000.00	320,000.00
RevDept: 90 - Non Department Total:		13,525,000.00	14,005,749.23	19,263,642.00	19,677,539.67	19,852,500.00	20,173,691.81	19,787,500.00	20,037,500.00	19,957,500.00
RevSubCategory: 10 - Taxes Total:		13,525,000.00	14,005,749.23	19,263,642.00	19,677,539.67	19,852,500.00	20,173,691.81	19,787,500.00	20,037,500.00	19,957,500.00
RevSubCategory: 15 - Investment Income										
RevDept: 90 - Non Department										
100-90-4500.00	Interest Income	13,000.00	42,334.48	420,000.00	494,703.58	500,000.00	559,889.97	475,000.00	475,000.00	475,000.00
100-90-4510.00	Unrealized Gain-loss	0.00	-40,239.00	0.00	-5,330.00	0.00	45,569.00			
RevDept: 90 - Non Department Total:		13,000.00	2,095.48	420,000.00	489,373.58	500,000.00	605,458.97	475,000.00	475,000.00	475,000.00
RevSubCategory: 15 - Investment Income Total:		13,000.00	2,095.48	420,000.00	489,373.58	500,000.00	605,458.97	475,000.00	475,000.00	475,000.00
RevSubCategory: 16 - Miscellaneous										
RevDept: 60 - Public Safety										
100-60-4750.00	Opioid Abatement	0.00	0.00	23,600.00	23,589.76	0.00	0.00			
RevDept: 60 - Public Safety Total:		0.00	0.00	23,600.00	23,589.76	0.00	0.00	0.00	0.00	0.00
RevDept: 90 - Non Department										
100-90-4303.00	Cash Over/short	50.00	-1,347.43	0.00	0.00	0.00	0.00			
100-90-4700.00	Miscellaneous	5,000.00	5,210.48	110,000.00	24,111.59	17,000.00	16,984.32	20,000.00	20,000.00	20,000.00
100-90-4720.00	Open Record Request/Certificat..	0.00	0.00	0.00	0.00	2,100.00	2,043.53	500.00	500.00	500.00
100-90-4735.00	Insurance Reimbursements	145,000.00	144,642.90	175,000.00	143,355.13	150,000.00	178,379.80	145,000.00	145,000.00	145,000.00
100-90-4740.00	Sale Of Fixed Assets	75,000.00	70,712.00	0.00	33,221.74	45,000.00	46,511.00	40,000.00	40,000.00	40,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-90-4745.00	Refunds & Reimbursements	400.00	82,863.49	5,550.00	16,051.81	115,000.00	111,187.46	75,000.00	75,000.00	75,000.00
	RevDept: 90 - Non Department Total:	225,450.00	302,081.44	290,550.00	216,740.27	329,100.00	355,106.11	280,500.00	280,500.00	280,500.00
	RevSubCategory: 16 - Miscellaneous Total:	225,450.00	302,081.44	314,150.00	240,330.03	329,100.00	355,106.11	280,500.00	280,500.00	280,500.00
	RevSubCategory: 20 - Charges for Services									
	RevDept: 40 - Judicial									
100-40-4301.00	Violations & Fines	1,150,000.00	1,149,506.30	1,000,000.00	951,062.96	800,000.00	737,439.64	800,000.00	800,000.00	800,000.00
100-40-4302.00	Court - Other Revenues	5,500.00	9,341.60	10,000.00	7,536.40	0.00	0.00			
	RevDept: 40 - Judicial Total:	1,155,500.00	1,158,847.90	1,010,000.00	958,599.36	800,000.00	737,439.64	800,000.00	800,000.00	800,000.00
	RevDept: 50 - Municipal Service									
100-50-4200.00	Building & Other Permits	1,100,000.00	1,002,785.14	1,000,000.00	973,420.61	1,000,000.00	1,031,659.24	650,000.00	650,000.00	650,000.00
100-50-4201.00	Filing Plat Fees & Inspections	7,000.00	27,095.73	70,000.00	80,073.14	35,000.00	32,909.99	30,000.00	30,000.00	30,000.00
100-50-4204.00	Fire Re-inspection Fees	10,000.00	11,225.00	11,000.00	14,350.00	20,000.00	21,750.00	15,000.00	20,000.00	20,000.00
100-50-4205.00	Permits-towing	11,600.00	11,560.00	7,620.00	7,620.00	8,230.00	8,230.00	8,250.00	8,250.00	8,250.00
100-50-4206.00	Residential Rental Fees	20,400.00	26,800.00	26,000.00	28,500.00	70,000.00	69,350.00	45,000.00	50,000.00	50,000.00
100-50-4207.00	Food Permits	175,000.00	138,507.59	160,000.00	159,488.62	150,000.00	150,374.74	145,000.00	150,000.00	150,000.00
100-50-4208.00	Fire Plans	120,000.00	147,116.00	145,000.00	194,256.15	275,000.00	311,934.96	225,000.00	275,000.00	275,000.00
100-50-4212.00	Liquor License	12,000.00	12,567.10	13,000.00	14,010.00	16,000.00	16,715.00	13,000.00	15,000.00	15,000.00
100-50-4214.00	Mobile Home Permits	50.00	100.00	150.00	166.00	150.00	150.00	150.00	150.00	150.00
100-50-4215.00	Technology Fee	0.00	0.00	2,100.00	3,515.00	11,000.00	11,670.00	11,000.00	11,000.00	11,000.00
100-50-4411.00	Pet Registration Fees	2,000.00	1,402.50	1,300.00	1,210.00	1,200.00	1,205.00	1,200.00	1,200.00	1,200.00
100-50-4412.00	Garbage Collection Fees	690,000.00	701,556.55	725,000.00	734,193.70	795,000.00	780,194.53	795,000.00	795,000.00	795,000.00
100-50-4709.00	Mowing Liens	4,000.00	3,495.00	0.00	0.00	2,150.00	2,149.86	800.00	800.00	800.00
100-50-4800.00	Stafford Smsd Services	250,000.00	230,185.98	218,000.00	215,694.39	132,000.00	97,343.78	218,000.00	218,000.00	218,000.00
100-50-4802.00	SEDC Reimbursement	785,448.00	785,448.00	850,176.00	850,176.00	935,000.00	935,000.04	935,000.00	935,000.00	935,000.00
	RevDept: 50 - Municipal Service Total:	3,187,498.00	3,099,844.59	3,229,346.00	3,276,673.61	3,450,730.00	3,470,637.14	3,092,400.00	3,159,400.00	3,159,400.00
	RevDept: 60 - Public Safety									
100-60-4202.00	Fire Permits	400,000.00	427,651.00	385,000.00	402,078.00	390,000.00	405,625.00	415,000.00	385,000.00	385,000.00
100-60-4210.00	Fire Dept Alarm Permits	28,000.00	23,000.00	22,000.00	20,575.00	25,000.00	24,200.00	25,000.00	25,000.00	25,000.00
100-60-4213.00	Police Dept Alarm Permits	60,000.00	49,811.28	50,000.00	53,570.00	55,000.00	54,970.00	50,000.00	55,000.00	55,000.00
100-60-4703.00	Police Department Copies	1,500.00	1,883.00	2,000.00	2,681.50	2,300.00	2,628.00	2,400.00	2,400.00	2,400.00
100-60-4706.00	False Alarms	13,000.00	12,056.00	7,000.00	9,550.00	20,000.00	25,750.00	10,000.00	20,000.00	20,000.00
100-60-4725.00	Hazardous Materials Billings	0.00	0.00	0.00	2,225.00	0.00	0.00	5,000.00	5,000.00	5,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-60-4801.00	Fire Call Reimbursement	289,000.00	289,000.00	297,000.00	297,000.00	355,000.00	355,000.00	315,000.00	305,000.00	305,000.00
100-60-4808.00	Smsd Sro Officers	190,000.00	260,245.35	150,000.00	22,399.73	180,000.00	186,924.35	260,000.00	260,000.00	260,000.00
	RevDept: 60 - Public Safety Total:	981,500.00	1,063,646.63	913,000.00	810,079.23	1,027,300.00	1,055,097.35	1,082,400.00	1,057,400.00	1,057,400.00
	RevDept: 70 - Recreation									
100-70-4400.00	Civic Center	70,000.00	88,468.00	142,000.00	167,505.00	150,000.00	146,990.00	125,000.00	125,000.00	125,000.00
100-70-4401.00	Swimming Pool & Recreation	30,000.00	25,824.52	39,500.00	35,290.35	30,000.00	37,121.67	30,000.00	30,000.00	30,000.00
	RevDept: 70 - Recreation Total:	100,000.00	114,292.52	181,500.00	202,795.35	180,000.00	184,111.67	155,000.00	155,000.00	155,000.00
	RevSubCategory: 20 - Charges for Services Total:	5,424,498.00	5,436,631.64	5,333,846.00	5,248,147.55	5,458,030.00	5,447,285.80	5,129,800.00	5,171,800.00	5,171,800.00
	RevSubCategory: 22 - Grants									
	RevDept: 10 - Mayor and Council									
100-10-4624.00	Voter Participation Project	0.00	0.00	0.00	0.00	30,000.00	0.00			
	RevDept: 10 - Mayor and Council Total:	0.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00	0.00
	RevDept: 50 - Municipal Service									
100-50-4604.00	Donations	0.00	0.00	0.00	0.00	2,000.00	1,600.00		2,000.00	2,000.00
100-50-4613.00	Fema-winter Storm	70,708.00	70,249.63	1,490.00	1,488.98	0.00	0.00			
100-50-4614.00	Covid Reimbursements	5,360.00	9,611.12	0.00	0.00	0.00	0.00			
100-50-4617.00	Covid Local Fisal Recovery	136,065.80	68,892.54	2,949,677.00	1,462,207.93	2,633,256.91	0.00			
100-50-4621.00	Harvey	0.00	0.00	11,160.00	11,159.10	204.00	203.29			
100-50-4622.00	Hurricane Laura	0.00	0.00	880.00	878.01	0.00	0.00			
	RevDept: 50 - Municipal Service Total:	212,133.80	148,753.29	2,963,207.00	1,475,734.02	2,635,460.91	1,803.29	0.00	2,000.00	2,000.00
	RevDept: 60 - Public Safety									
100-60-4610.00	Office Of Crime Victim	58,046.00	51,599.37	73,750.00	75,310.78	87,411.67	51,791.70			71,370.00
100-60-4611.00	Justice Assistance	54,900.00	54,890.13	115,535.00	0.00	240,533.00	0.00			
100-60-4612.00	Safer Reimbursement	200,000.00	204,599.06	44,150.00	44,150.55	0.00	0.00			
100-60-4616.00	Ocdetf Reimbursement	7,500.00	1,784.79	0.00	0.00	0.00	0.00			
100-60-4618.00	Tifmas	220,869.00	280,238.74	97,500.00	329,872.88	110,910.00	108,514.63			
100-60-4619.00	Assistance To Ff Grant	0.00	0.00	40,000.00	0.00	40,000.00	31,604.09			
100-60-4620.00	Bullet Resistant Shield Grant	0.00	0.00	22,934.00	22,933.71	0.00	0.00			
100-60-4623.00	Emergency Operation Center P...	0.00	0.00	0.00	0.00	259,508.00	0.00			
	RevDept: 60 - Public Safety Total:	541,315.00	593,112.09	393,869.00	472,267.92	738,362.67	191,910.42	0.00	0.00	71,370.00
	RevSubCategory: 22 - Grants Total:	753,448.80	741,865.38	3,357,076.00	1,948,001.94	3,403,823.58	193,713.71	0.00	2,000.00	73,370.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25		
RevSubCategory: 30 - Bond Proceeds											
RevDept: 90 - Non Department											
100-90-4755.00		Proceeds from Lease	0.00	0.00	0.00	73,089.12	0.00	0.00			
100-90-4760.00		Proceeds from SBITA	0.00	0.00	0.00	204,197.88	0.00	0.00			
RevDept: 90 - Non Department Total:	0.00	0.00	0.00	0.00	277,287.00	0.00	0.00	0.00	0.00		
RevSubCategory: 30 - Bond Proceeds Total:	0.00	0.00	0.00	277,287.00	0.00	0.00	0.00	0.00	0.00		
RevSubCategory: 32 - Transfers											
RevDept: 90 - Non Department											
100-90-4903.00		Operating Transfer In-mst	4,350,000.00	4,350,000.00	0.00	0.00	0.00				
100-90-4931.00		Operating Transfer In-hot	395,972.00	530,767.12	337,360.00	257,324.93	317,215.00	227,515.83	308,992.03	308,992.03	293,771.00
100-90-4932.00		Operating Transfer In-SEDC	0.00	0.00	0.00	0.00	327,000.00	326,762.40	200,000.00	200,000.00	200,000.00
100-90-4933.00		Operating Transfer In-jud Eff.	0.00	0.00	360.00	360.00	0.00	0.00			
100-90-4935.00		Operating Transfer In-Court Se...	0.00	0.00	0.00	0.00	0.00	0.00			50,000.00
100-90-4936.00		Operating Transfer in-Truancy	0.00	0.00	0.00	0.00	0.00	0.00			12,370.00
RevDept: 90 - Non Department Total:	4,745,972.00	4,880,767.12	337,720.00	257,684.93	644,215.00	554,278.23	508,992.03	508,992.03	508,992.03	556,141.00	
RevSubCategory: 32 - Transfers Total:	4,745,972.00	4,880,767.12	337,720.00	257,684.93	644,215.00	554,278.23	508,992.03	508,992.03	556,141.00		
Revenue Total:	24,687,368.80	25,369,190.29	29,026,434.00	28,138,364.70	30,187,668.58	27,329,534.63	26,181,792.03	26,475,792.03	26,514,311.00		

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense										
Division: 501 - Mayor / City Council										
ExpCategory: 1 - Salaries And Benefits										
100-501-101.00	Salaries	63,200.00	63,200.04	58,400.00	60,500.04	56,000.00	56,001.04	63,200.00	63,200.00	63,200.00
100-501-120.00	Payroll Taxes	5,205.00	5,202.00	5,202.00	5,041.35	4,655.00	4,651.28	5,202.00	5,202.00	5,202.00
100-501-121.00	Workers' Compensation	130.00	128.20	115.00	4,079.05	75.00	73.64	70.01	70.01	70.01
100-501-122.00	Texas Employment Commissi...	735.00	646.20	60.00	54.93	525.00	477.89	678.60	678.60	678.60
100-501-130.00	Vehicle/ Cell Phone Allowance	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
	ExpCategory: 1 - Salaries And Benefits Total:	74,070.00	73,976.44	68,577.00	74,475.37	66,055.00	66,003.85	73,950.61	73,950.61	73,950.61
ExpCategory: 2 - Supplies										
100-501-270.00	Office Supplies	150.00	248.84	1,287.00	1,886.49	300.00	55.92	500.00	500.00	500.00
	ExpCategory: 2 - Supplies Total:	150.00	248.84	1,287.00	1,886.49	300.00	55.92	500.00	500.00	500.00
ExpCategory: 3 - Services										
100-501-375.00	Professional Services	0.00	0.00	4,627.63	4,512.87	23,925.00	12,500.00			
	ExpCategory: 3 - Services Total:	0.00	0.00	4,627.63	4,512.87	23,925.00	12,500.00	0.00	0.00	0.00
ExpCategory: 4 - Utilities										
100-501-466.00	Mobile Phone	2,400.00	2,235.27	3,600.00	2,905.75	3,650.00	3,328.15	4,000.00	3,500.00	3,500.00
	ExpCategory: 4 - Utilities Total:	2,400.00	2,235.27	3,600.00	2,905.75	3,650.00	3,328.15	4,000.00	3,500.00	3,500.00
ExpCategory: 5 - Captial Outlay										
100-501-561.FR	Capital Asset-stand Alone	2,692.20	2,692.20	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	2,692.20	2,692.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-501-661.00	Bus Meals And Travel Exp	2,000.00	2,073.80	2,872.37	2,872.37	1,400.00	1,592.81	2,500.00	2,500.00	2,500.00
100-501-669.00	Dues & Membership	850.00	75.00	750.00	706.64	9,650.00	9,625.14	9,650.00	9,650.00	9,650.00
100-501-676.00	Public Relations	500.00	1,303.50	500.00	400.44	900.00	881.88	500.00	500.00	500.00
100-501-679.00	Travel - Training	2,000.00	500.00	1,650.00	1,471.12	500.00	0.00	2,500.00	2,500.00	2,500.00
	ExpCategory: 6 - Other Expenses Total:	5,350.00	3,952.30	5,772.37	5,450.57	12,450.00	12,099.83	15,150.00	15,150.00	15,150.00
	Division: 501 - Mayor / City Council Total:	84,662.20	83,105.05	83,864.00	89,231.05	106,380.00	93,987.75	93,600.61	93,100.61	93,100.61

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 502 - Finance										
ExpCategory: 1 - Salaries And Benefits										
100-502-101.00	Salaries	279,159.00	263,079.99	316,569.35	330,621.00	435,690.00	433,470.05	470,899.57	470,899.57	470,899.57
100-502-102.00	Salaries Overtime	510.00	184.95	1,000.00	505.37	1,000.00	0.00	1,000.00	1,000.00	1,000.00
100-502-103.00	Salaries Part Time	34,035.00	34,033.26	35,241.92	35,644.92	38,083.22	35,017.12	38,674.24	40,000.00	40,000.00
100-502-120.00	Payroll Taxes	24,093.00	23,803.11	27,529.98	28,371.30	36,840.00	35,567.63	41,891.80	41,891.80	41,891.80
100-502-121.00	Workers' Compensation	547.00	550.58	510.00	1,198.36	550.00	515.21	605.87	605.87	605.87
100-502-122.00	Texas Employment Commissi...	620.00	619.11	62.00	70.63	880.00	846.91	936.00	936.00	936.00
100-502-123.00	Retirement Contribution	44,342.00	44,338.94	49,499.53	50,100.49	68,500.00	67,657.74	74,758.46	74,758.46	74,758.46
100-502-124.00	Health Insurance	67,795.00	58,640.92	69,586.38	67,365.29	0.00	0.00			
100-502-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	76,364.00	76,364.24	73,056.24	73,056.24	73,056.24
100-502-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	2,299.00	2,298.69	2,223.36	2,223.36	2,223.36
100-502-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	250.00	249.59	281.00	281.00	281.00
100-502-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	980.00	965.30	1,067.79	1,067.79	1,067.79
100-502-125.00	Flex Plan Reimb. Fees	165.00	157.50	170.00	169.50	0.00	0.00			
100-502-130.00	Vehicle/ Cell Phone Allowance	5,513.00	5,512.50	5,700.00	5,700.00	5,700.00	5,700.00	5,700.00	5,700.00	5,700.00
100-502-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	2,200.00	2,198.25	2,000.00	2,000.00	2,000.00
100-502-140.00	Longevity	460.00	460.00	616.00	604.00	1,008.00	1,002.00	1,248.00	1,248.00	1,248.00
100-502-141.00	Incentive-bilingual	720.00	720.00	720.00	720.00	720.00	720.00	720.00	720.00	720.00
	ExpCategory: 1 - Salaries And Benefits Total:	457,959.00	432,100.86	508,205.16	522,070.86	671,064.22	662,572.73	715,062.33	716,388.09	716,388.09
ExpCategory: 2 - Supplies										
100-502-270.00	Office Supplies	3,500.00	3,079.65	3,421.00	3,052.92	2,500.00	2,280.19	2,500.00	2,500.00	2,500.00
100-502-271.00	Computer Supplies	150.00	153.82	520.00	514.92	500.00	467.55	2,000.00	1,000.00	1,000.00
100-502-272.00	Small Tools/equipments	300.00	250.00	425.00	0.00	500.00	336.00	1,500.00	500.00	500.00
100-502-272.FR	Small Tools/equipments	0.00	0.00	433.00	432.46	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	3,950.00	3,483.47	4,799.00	4,000.30	3,500.00	3,083.74	6,000.00	4,000.00	4,000.00
ExpCategory: 3 - Services										
100-502-364.00	Equipment Rental	200.00	78.00	2,850.00	948.11	2,700.00	2,603.78	2,850.00	2,850.00	2,850.00
100-502-365.00	Financial Services	108,165.00	108,161.11	102,000.00	100,479.40	106,125.00	79,072.10	107,625.00	107,625.00	107,625.00
100-502-375.00	Professional Services	0.00	0.00	0.00	0.00	4,300.00	0.00	20,000.00	20,000.00	20,000.00
100-502-376.00	Software Subscription Service	200.00	199.95	220.00	298.55	6,900.00	6,319.00	6,750.00	6,750.00	6,750.00
100-502-376.FR	Software Subscription-aarp	20,010.00	0.00	0.00	0.00	0.00	0.00			

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-502-395.00	Contract Labor	8,835.00	4,261.80	0.00	0.00	42,810.00	41,328.75			45,000.00
	ExpCategory: 3 - Services Total:	137,410.00	112,700.86	105,070.00	101,726.06	162,835.00	129,323.63	137,225.00	137,225.00	182,225.00
	ExpCategory: 4 - Utilities									
100-502-466.00	Mobile Phone	225.00	225.00	0.00	0.00	550.00	456.27	1,980.00	1,000.00	1,000.00
100-502-467.00	Data Circuit	0.00	0.00	0.00	0.00	800.00	488.60	1,500.00	500.00	500.00
	ExpCategory: 4 - Utilities Total:	225.00	225.00	0.00	0.00	1,350.00	944.87	3,480.00	1,500.00	1,500.00
	ExpCategory: 5 - Captial Outlay									
100-502-561.00	Capital Asset-stand Alone	0.00	0.00	0.00	10,455.00	0.00	0.00			
100-502-561.FR	Capital Asset-stand Alone	9,308.86	9,900.47	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	9,308.86	9,900.47	0.00	10,455.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-502-660.00	Bank Fees	2,000.00	1,996.64	11,275.00	8,331.90	6,500.00	5,167.41	8,000.00	5,000.00	5,000.00
100-502-661.00	Bus Meals And Travel Exp	0.00	0.00	0.00	0.00	250.00	92.27	250.00	250.00	250.00
100-502-669.00	Dues & Membership	515.00	515.00	450.00	438.00	1,200.00	1,119.00	1,375.00	1,000.00	1,000.00
100-502-670.00	Employee Relations	200.00	182.67	300.00	352.97	800.00	646.36	600.00	600.00	600.00
100-502-674.00	Postage & Courier Service	1,500.00	1,369.05	2,300.00	1,886.13	2,000.00	1,575.11	2,800.00	2,000.00	2,000.00
100-502-679.00	Travel - Training	5,010.00	4,693.58	3,825.00	3,331.50	5,800.00	3,666.26	8,850.00	5,000.00	5,000.00
100-502-680.00	Uniform	150.00	0.00	100.00	0.00	200.00	190.00	200.00	200.00	200.00
	ExpCategory: 6 - Other Expenses Total:	9,375.00	8,756.94	18,250.00	14,340.50	16,750.00	12,456.41	22,075.00	14,050.00	14,050.00
	Division: 502 - Finance Total:	618,227.86	567,167.60	636,324.16	652,592.72	855,499.22	808,381.38	883,842.33	873,163.09	918,163.09

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 503 - City Administration (General Government)										
ExpCategory: 0 - Contingency										
100-503-001.00	Contingency	249,082.00	0.00	218,315.73	0.00	650,309.00	0.00	500,000.00	200,000.00	200,000.00
	ExpCategory: 0 - Contingency Total:	249,082.00	0.00	218,315.73	0.00	650,309.00	0.00	500,000.00	200,000.00	200,000.00
ExpCategory: 1 - Salaries And Benefits										
100-503-101.00	Salaries	135,050.00	135,045.54	214,407.04	217,339.64	232,850.00	233,563.06	243,382.32	243,382.32	243,382.32
100-503-102.00	Salaries Overtime	1,000.00	356.16	1,000.00	1.37	1,000.00	0.00	1,000.00	500.00	500.00
100-503-120.00	Payroll Taxes	11,625.00	11,622.79	16,900.48	16,728.34	18,319.00	17,813.31	18,540.71	18,540.71	18,540.71
100-503-121.00	Workers' Compensation	485.00	481.66	220.00	220.37	265.00	260.88	269.41	269.41	269.41
100-503-122.00	Texas Employment Commissi...	100.00	36.00	30.00	27.00	365.00	350.99	351.00	351.00	351.00
100-503-123.00	Retirement Contribution	19,285.00	19,283.18	29,800.32	30,131.11	34,100.00	34,061.42	35,991.28	35,991.28	35,991.28
100-503-124.00	Health Insurance	42,300.00	26,773.22	36,999.54	36,086.79	0.00	0.00			
100-503-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	35,272.56	35,272.56	35,272.56	35,272.56	35,272.56
100-503-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	1,743.60	1,743.60	1,743.60	1,743.60	1,743.60
100-503-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	141.00	140.40	140.40	140.40	140.40
100-503-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	530.00	529.02	567.50	567.50	567.50
100-503-125.00	Flex Plan Reimb. Fees	90.00	93.00	0.00	-30.00	0.00	0.00			
100-503-130.00	Vehicle/ Cell Phone Allowance	0.00	0.00	0.00	1,600.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
100-503-130.D1	Vehicle/ Cell Phone Allowance	2,000.00	2,000.00	4,800.00	3,200.00	0.00	0.00			
100-503-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	1,100.00	1,100.00			
100-503-140.00	Longevity	720.00	708.00	650.00	632.00	816.00	770.00	864.00	864.00	864.00
	ExpCategory: 1 - Salaries And Benefits Total:	212,655.00	196,399.55	305,807.38	306,936.62	331,302.16	330,405.24	342,922.78	342,422.78	342,422.78
ExpCategory: 2 - Supplies										
100-503-270.00	Office Supplies	6,270.00	6,338.68	2,426.07	1,245.72	2,500.00	650.71	2,500.00	2,000.00	2,000.00
100-503-271.00	Computer Supplies	500.00	380.97	47.85	47.85	500.00	103.88	500.00	500.00	500.00
100-503-272.00	Small Tools	0.00	0.00	415.93	414.52	0.00	0.00	200.00	200.00	200.00
100-503-275.00	Janitorial Supplies	2,625.00	2,622.98	0.00	0.00	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	9,395.00	9,342.63	2,889.85	1,708.09	3,000.00	754.59	3,200.00	2,700.00	2,700.00
ExpCategory: 3 - Services										
100-503-364.00	Equipment Rental	28,850.00	28,823.37	13,060.00	9,116.88	12,640.00	11,512.84	12,640.00	12,640.00	12,640.00
100-503-369.00	Legal Notice	4,000.00	3,195.50	2,182.75	2,182.75	3,700.00	2,536.70	2,500.00	2,500.00	2,500.00
100-503-370.00	Legal Services	163,600.00	163,507.70	151,003.00	151,003.00	300,000.00	232,161.47	125,000.00	125,000.00	125,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-503-371.00	Lobbying Service	0.00	0.00	100,000.00	98,000.00	0.00	0.00			
100-503-375.00	Professional Services	400.00	390.00	30.00	30.00	0.00	0.00			
100-503-376.00	Software Subscription Service	0.00	0.00	2,950.00	4,036.68	7,000.00	6,935.30	7,000.00	7,000.00	7,000.00
100-503-381.00	Records Codification	21,460.00	22,433.00	4,187.00	4,186.80	6,000.00	4,996.00	6,000.00	6,000.00	6,000.00
100-503-395.00	Contract Labor	30,300.00	30,287.50	0.00	0.00	0.00	0.00			
	ExpCategory: 3 - Services Total:	248,610.00	248,637.07	273,412.75	268,556.11	329,340.00	258,142.31	153,140.00	153,140.00	153,140.00
	ExpCategory: 4 - Utilities									
100-503-461.00	Electricity	36,900.00	36,851.72	0.00	0.00	0.00	0.00			
100-503-462.00	Natural Gas	375.00	374.46	0.00	0.00	0.00	0.00			
100-503-463.00	Water Sewer	1,320.00	1,315.71	0.00	0.00	0.00	0.00			
100-503-466.00	Mobile Phone	250.00	167.90	795.44	795.44	550.00	475.61	600.00	600.00	600.00
100-503-470.00	Cable	150.00	141.45	150.00	140.09	150.00	128.51	150.00	150.00	150.00
	ExpCategory: 4 - Utilities Total:	38,995.00	38,851.24	945.44	935.53	700.00	604.12	750.00	750.00	750.00
	ExpCategory: 5 - Captial Outlay									
100-503-561.00	Capital Asset-stand Alone	0.00	0.00	0.00	24,590.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	24,590.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-503-663.00	City Election Expense	28,550.00	18,397.00	27,275.00	26,394.46	18,205.00	10,148.03	20,000.00	20,000.00	20,000.00
100-503-665.00	Community Event/city Decorat...	7,500.00	6,507.74	1,600.00	1,578.00	0.00	0.00			
100-503-667.00	Deductibles	1,200.00	1,200.00	1,200.00	594.52	0.00	0.00			
100-503-669.00	Dues & Membership	14,635.00	14,341.33	12,105.00	12,154.30	745.00	865.00	650.00	650.00	650.00
100-503-670.00	Employee Relations	1,000.00	1,007.72	500.00	529.86	400.00	429.50	500.00	500.00	500.00
100-503-674.00	Postage & Courier Service	6,900.00	5,427.08	164.15	163.98	200.00	198.40	200.00	200.00	200.00
100-503-675.00	Property & Liability Insurance	339,325.00	339,318.67	356,367.00	354,365.77	410,750.00	410,734.30	415,000.00	415,000.00	415,000.00
100-503-679.00	Travel - Training	665.00	687.42	5,796.81	6,014.19	5,140.00	3,544.89	6,500.00	6,500.00	6,500.00
100-503-680.00	Uniform	0.00	0.00	0.00	0.00	200.00	183.81	200.00	200.00	200.00
100-503-693.00	Claims & Judgement	0.00	0.00	0.00	0.00	20,000.00	20,000.00			
	ExpCategory: 6 - Other Expenses Total:	399,775.00	386,886.96	405,007.96	401,795.08	455,640.00	446,103.93	443,050.00	443,050.00	443,050.00
	ExpCategory: 8 - Debt									
100-503-847.00	Sales Tax Repayment To State	95,170.00	95,169.60	0.00	0.00	0.00	0.00			
	ExpCategory: 8 - Debt Total:	95,170.00	95,169.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Division: 503 - City Administration (General Government Total):	1,253,682.00	975,287.05	1,206,379.11	1,004,521.43	1,770,291.16	1,036,010.19	1,443,062.78	1,142,062.78	1,142,062.78

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 505 - Multimedia										
ExpCategory: 1 - Salaries And Benefits										
100-505-101.00	Salaries	174,170.00	168,953.94	258,667.32	262,935.81	291,410.00	292,757.29	305,271.12	305,271.12	305,271.12
100-505-102.00	Salaries Overtime	-475.00	157.16	1,000.00	320.58	2,000.00	1,834.74	1,000.00	1,000.00	1,000.00
100-505-120.00	Payroll Taxes	14,000.00	13,245.78	20,250.17	19,899.93	22,832.00	22,379.49	23,326.96	23,326.96	23,326.96
100-505-121.00	Workers' Compensation	433.00	430.87	290.00	283.43	315.00	311.50	335.98	335.98	335.98
100-505-122.00	Texas Employment Commissi...	75.00	45.00	370.00	45.00	470.00	468.03	468.00	468.00	468.00
100-505-123.00	Retirement Contribution	24,775.00	24,773.24	35,829.57	35,969.32	43,170.00	42,693.89	44,884.87	44,884.87	44,884.87
100-505-124.00	Health Insurance	38,000.00	37,682.04	47,799.50	47,439.05	0.00	0.00			
100-505-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	61,507.00	61,504.94	57,252.48	57,252.48	57,252.48
100-505-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	1,668.00	1,663.96	1,574.16	1,574.16	1,574.16
100-505-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	200.00	187.20	187.20	187.20	187.20
100-505-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	680.00	663.63	707.73	707.73	707.73
100-505-125.00	Flex Plan Reimb. Fees	135.00	136.50	100.00	92.25	0.00	0.00			
100-505-130.00	Vehicle/ Cell Phone Allowance	3,600.00	3,600.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
100-505-140.00	Longevity	368.00	346.00	150.00	150.00	336.00	318.00	576.00	576.00	576.00
	ExpCategory: 1 - Salaries And Benefits Total:	255,081.00	249,370.53	369,256.56	371,935.37	429,388.00	429,582.67	440,384.50	440,384.50	440,384.50
ExpCategory: 2 - Supplies										
100-505-270.00	Office Supplies	2,500.00	1,481.41	3,150.00	533.33	40.38	40.38	2,000.00	500.00	500.00
100-505-271.00	Computer Supplies	1,000.00	935.00	1,200.00	-19.98	524.45	524.45	1,200.00	1,200.00	1,200.00
100-505-272.00	Small Tools/equipments	3,000.00	3,467.84	7,866.89	5,210.55	4,947.17	3,963.60	3,000.00	3,000.00	3,000.00
	ExpCategory: 2 - Supplies Total:	6,500.00	5,884.25	12,216.89	5,723.90	5,512.00	4,528.43	6,200.00	4,700.00	4,700.00
ExpCategory: 3 - Services										
100-505-362.00	Production Service	2,000.00	624.00	1,498.00	0.00	0.00	0.00			
100-505-364.00	Equipment Rental	500.00	189.59	240.00	0.00	0.00	0.00			
100-505-366.00	It Service	1,500.00	1,078.23	2,588.00	0.00	0.00	0.00			
100-505-375.00	Professional Services	3,000.00	1,859.00	62,438.00	0.00	570.00	570.00			
100-505-376.00	Software Subscription Service	28,400.00	29,808.96	27,376.63	22,764.21	33,000.00	26,499.26	33,000.00	33,000.00	33,000.00
100-505-378.00	Vehicle Rental	500.00	332.38	500.00	265.93	300.00	104.36	500.00	500.00	500.00
100-505-384.00	Inter-govt Contract	216,000.00	215,900.04	215,900.00	215,900.04	108,000.00	107,950.02	157,145.00	157,145.00	157,145.00
100-505-389.00	Software Support Service	5,450.00	4,550.00	5,000.00	3,289.00	6,200.00	6,168.00	5,000.00	5,000.00	5,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-505-395.00	Contract Labor	76,650.00	76,638.33	0.00	6,664.70	50,000.00	0.00			
	ExpCategory: 3 - Services Total:	334,000.00	330,980.53	315,540.63	248,883.88	198,070.00	141,291.64	195,645.00	195,645.00	195,645.00
	ExpCategory: 4 - Utilities									
100-505-466.00	Mobile Phone	830.00	828.34	1,620.00	1,583.74	1,500.00	1,384.03	1,620.00	1,620.00	1,620.00
100-505-470.00	Cable	1,920.00	1,884.19	3,309.62	3,309.62	685.00	670.08	720.00	720.00	720.00
	ExpCategory: 4 - Utilities Total:	2,750.00	2,712.53	4,929.62	4,893.36	2,185.00	2,054.11	2,340.00	2,340.00	2,340.00
	ExpCategory: 5 - Captial Outlay									
100-505-561.00	Capital Asset-stand Alone	0.00	0.00	0.00	0.00	15,125.00	15,125.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	0.00	15,125.00	15,125.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-505-661.00	Bus Meals And Travel Exp	350.00	219.46	0.00	0.00	0.00	0.00			
100-505-669.00	Dues & Membership	200.00	85.00	125.00	125.00	125.00	0.00	125.00	125.00	125.00
100-505-671.00	Fuel	100.00	56.01	0.00	7.00	118.00	117.55			
100-505-674.00	Postage & Courier Service	0.00	0.00	50.00	10.55	50.00	0.00	50.00	50.00	50.00
100-505-676.00	Public Relations	100.00	70.06	0.00	0.00	0.00	0.00			
100-505-680.00	Uniform	500.00	370.00	300.00	300.00	300.00	0.00	300.00	300.00	300.00
	ExpCategory: 6 - Other Expenses Total:	1,250.00	800.53	475.00	442.55	593.00	117.55	475.00	475.00	475.00
	ExpCategory: 7 - Repair And Maintenance									
100-505-710.00	Rm - Building & Ground	1,400.00	1,362.18	0.00	0.00	0.00	0.00			
100-505-711.00	Rm - Equipment	4,000.00	2,965.97	6,006.11	6,006.11	10,000.00	0.00	10,000.00	5,000.00	5,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	5,400.00	4,328.15	6,006.11	6,006.11	10,000.00	0.00	10,000.00	5,000.00	5,000.00
	Division: 505 - Multimedia Total:	604,981.00	594,076.52	708,424.81	637,885.17	660,873.00	592,699.40	655,044.50	648,544.50	648,544.50

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 506 - Information Technology										
ExpCategory: 1 - Salaries And Benefits										
100-506-101.00	Salaries	327,403.00	317,434.52	369,659.83	371,749.66	372,000.00	354,841.14	402,047.71	402,047.71	402,047.71
100-506-102.00	Salaries Overtime	4,585.00	4,423.40	2,500.00	1,162.00	1,000.00	595.67	2,500.00	2,500.00	2,500.00
100-506-120.00	Payroll Taxes	26,050.00	24,879.39	29,104.72	27,092.68	29,205.00	26,197.51	29,842.96	29,842.96	29,842.96
100-506-121.00	Workers' Compensation	612.00	611.79	540.00	536.61	450.00	445.96	444.75	444.75	444.75
100-506-122.00	Texas Employment Commissi...	150.00	136.23	36.00	36.00	585.00	467.99	468.00	468.00	468.00
100-506-123.00	Retirement Contribution	47,420.00	47,412.83	51,536.85	51,516.59	55,204.00	51,768.57	59,414.94	59,414.94	59,414.94
100-506-124.00	Health Insurance	101,740.00	101,662.36	103,999.82	103,263.55	0.00	0.00			
100-506-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	95,000.00	91,451.64	100,239.84	100,239.84	100,239.84
100-506-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	3,045.00	2,975.52	3,145.92	3,145.92	3,145.92
100-506-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	175.00	167.70	187.20	187.20	187.20
100-506-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	800.00	773.14	936.83	936.83	936.83
100-506-125.00	Flex Plan Reimb. Fees	75.00	73.50	50.00	36.00	0.00	0.00			
100-506-130.00	Vehicle/ Cell Phone Allowance	6,940.00	6,937.50	7,500.00	7,500.00	7,375.00	7,275.00	7,500.00	7,500.00	7,500.00
100-506-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	2,400.00	2,400.00			
100-506-140.00	Longevity	1,015.00	1,012.00	960.00	1,204.00	1,392.00	1,206.00	1,584.00	1,584.00	1,584.00
ExpCategory: 1 - Salaries And Benefits Total:		515,990.00	504,583.52	566,887.22	565,097.09	568,631.00	540,565.84	608,312.15	608,312.15	608,312.15
ExpCategory: 2 - Supplies										
100-506-270.00	Office Supplies	7,300.00	7,157.50	1,000.00	782.26	980.00	835.96	1,000.00	1,000.00	1,000.00
100-506-271.00	Computer Supplies	9,149.04	8,770.42	15,600.00	6,979.46	25,418.00	24,753.51	30,000.00	15,000.00	15,000.00
100-506-272.00	Small Tools/equipments	5,000.00	4,352.57	600.00	-160.53	3,000.00	1,838.94	4,500.00	1,000.00	1,000.00
ExpCategory: 2 - Supplies Total:		21,449.04	20,280.49	17,200.00	7,601.19	29,398.00	27,428.41	35,500.00	17,000.00	17,000.00
ExpCategory: 3 - Services										
100-506-375.00	Professional Services	26,853.96	26,048.91	10,000.00	5,886.42	14,930.00	10,530.00	10,000.00	10,000.00	10,000.00
100-506-376.00	Software Subscription Service	103,960.00	104,256.88	142,000.00	141,611.67	146,470.00	136,660.42	146,470.00	146,470.00	224,643.00
100-506-376.01	Software Subscription Service-...	0.00	0.00	0.00	-61,674.43	0.00	0.00			
100-506-389.00	Software Support Service	68,000.00	67,960.20	23,500.00	20,152.48	26,772.00	26,139.08	34,000.00	30,000.00	30,231.00
100-506-390.00	Hardware Support Service	72,780.00	72,969.31	87,140.00	83,865.07	87,380.00	82,118.14	97,380.00	90,000.00	116,980.00
100-506-392.00	Website	700.00	528.19	800.00	99.95	578.00	781.88	650.00	650.00	745.00
ExpCategory: 3 - Services Total:		272,293.96	271,763.49	263,440.00	189,941.16	276,130.00	256,229.52	288,500.00	277,120.00	382,599.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
ExpCategory: 4 - Utilities										
100-506-465.00	Landline	2,200.00	2,055.35	20,000.00	18,164.28	20,000.00	17,465.75	20,000.00	20,000.00	20,000.00
100-506-466.00	Mobile Phone	1,800.00	1,342.98	0.00	0.00	100.00	43.25	1,200.00	500.00	500.00
100-506-467.00	Data Circuit	67,340.00	66,691.67	104,260.00	87,998.31	99,450.00	73,549.86	102,000.00	80,000.00	102,046.00
100-506-469.00	Internet	11,200.00	11,184.71	13,000.00	12,307.43	25,000.00	16,145.92	25,000.00	15,000.00	26,100.00
100-506-470.00	Cable	100.00	82.50	131.37	121.66	145.00	130.90	120.00	120.00	120.00
	ExpCategory: 4 - Utilities Total:	82,640.00	81,357.21	137,391.37	118,591.68	144,695.00	107,335.68	148,320.00	115,620.00	148,766.00
ExpCategory: 5 - Captial Outlay										
100-506-560.00	Capital Outlay-SBITA Asset	0.00	0.00	0.00	172,891.63	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	172,891.63	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-506-670.00	Employee Relations	600.00	599.74	400.00	53.06	420.00	484.91	400.00	400.00	400.00
100-506-679.00	Travel - Training	5,020.00	5,911.83	2,488.63	2,466.81	2,975.00	1,727.60	10,000.00	5,000.00	5,000.00
	ExpCategory: 6 - Other Expenses Total:	5,620.00	6,511.57	2,888.63	2,519.87	3,395.00	2,212.51	10,400.00	5,400.00	5,400.00
ExpCategory: 7 - Repair And Maintenance										
100-506-711.00	Rm - Equipment	0.00	0.00	0.00	0.00	325.00	325.00			
	ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	0.00	0.00	325.00	325.00	0.00	0.00	0.00
	Division: 506 - Information Technology Total:	897,993.00	884,496.28	987,807.22	1,056,642.62	1,022,574.00	934,096.96	1,091,032.15	1,023,452.15	1,162,077.15

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 510 - Permit										
ExpCategory: 1 - Salaries And Benefits										
100-510-101.00	Salaries	339,280.00	331,886.54	408,036.41	412,222.74	455,500.00	457,297.80	499,584.62	450,000.00	479,150.00
100-510-102.00	Salaries Overtime	7,220.00	7,216.49	3,000.00	2,792.67	3,000.00	3,983.04	3,000.00	3,000.00	3,000.00
100-510-103.00	Salaries Part Time	0.00	0.00	16,800.00	16,800.00	0.00	0.00			
100-510-120.00	Payroll Taxes	26,750.00	26,025.64	32,993.87	31,978.47	35,357.99	34,434.25	36,475.39	36,475.39	36,475.39
100-510-121.00	Workers' Compensation	840.00	836.24	730.00	730.35	640.00	638.27	526.33	526.33	526.33
100-510-122.00	Texas Employment Commissi...	100.00	54.00	100.00	79.75	820.00	819.01	819.00	819.00	819.00
100-510-123.00	Retirement Contribution	50,146.00	50,144.65	59,509.53	59,761.55	65,850.00	67,492.38	70,313.87	70,313.87	70,313.87
100-510-124.00	Health Insurance	106,105.00	106,301.79	126,585.65	116,930.75	0.00	0.00			
100-510-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	122,025.00	122,024.76	112,616.40	112,616.40	112,616.40
100-510-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	3,750.00	3,748.08	3,396.72	3,396.72	3,396.72
100-510-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	285.00	280.80	280.80	280.80	280.80
100-510-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	900.00	874.22	935.47	935.47	935.47
100-510-125.00	Flex Plan Reimb. Fees	270.00	257.25	151.50	151.50	0.00	0.00			
100-510-135.00	Hsa Contribution	0.00	0.00	0.00	0.00	1,100.00	1,100.00			
100-510-140.00	Longevity	2,610.00	2,504.00	2,744.00	2,604.00	2,976.00	2,916.00	3,264.00	3,264.00	3,264.00
100-510-141.00	Incentive-bilingual	720.00	720.00	720.00	720.00	720.00	720.00	720.00	720.00	720.00
	ExpCategory: 1 - Salaries And Benefits Total:	534,041.00	525,946.60	651,370.96	644,771.78	692,923.99	696,328.61	731,932.60	682,347.98	711,497.98
ExpCategory: 2 - Supplies										
100-510-270.00	Office Supplies	500.00	462.30	1,716.00	1,121.01	1,217.00	1,068.11	2,500.00	2,500.00	2,500.00
100-510-271.00	Computer Supplies	2,500.00	1,882.95	483.50	0.00	1,000.00	0.00	2,500.00	2,500.00	2,500.00
100-510-272.00	Small Tools/equipments	880.49	876.48	157.67	5.55	3,424.00	3,308.42			
	ExpCategory: 2 - Supplies Total:	3,880.49	3,221.73	2,357.17	1,126.56	5,641.00	4,376.53	5,000.00	5,000.00	5,000.00
ExpCategory: 3 - Services										
100-510-374.00	Printing-scanning Services	6,119.51	4,635.17	9,000.00	0.00	500.00	0.00	5,000.00	5,000.00	2,000.00
100-510-375.00	Professional Services	122,300.00	107,950.00	107,000.00	92,670.00	160,000.00	138,319.25	90,000.00	90,000.00	140,000.00
100-510-376.00	Software Subscription Service	300.00	413.58	14,600.00	12,811.35	16,000.00	14,630.83	23,750.00	15,000.00	15,000.00
100-510-376.01	Software Subscription Service-...	0.00	0.00	0.00	-18,399.96	0.00	0.00			
100-510-376.FR	Software Subscription Service	8,665.00	0.00	0.00	0.00	0.00	0.00			
	ExpCategory: 3 - Services Total:	137,384.51	112,998.75	130,600.00	87,081.39	176,500.00	152,950.08	118,750.00	110,000.00	157,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
ExpCategory: 4 - Utilities										
100-510-466.00	Mobile Phone	2,600.00	2,488.44	2,160.00	1,693.26	1,950.00	1,895.91	2,160.00	2,160.00	2,160.00
100-510-467.00	Data Circuit	0.00	0.00	547.33	405.62	350.00	343.75	375.00	375.00	375.00
	ExpCategory: 4 - Utilities Total:	2,600.00	2,488.44	2,707.33	2,098.88	2,300.00	2,239.66	2,535.00	2,535.00	2,535.00
ExpCategory: 5 - Captial Outlay										
100-510-560.00	Capital Outlay-SBITA Asset	0.00	0.00	0.00	31,306.25	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	31,306.25	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-510-669.00	Dues & Membership	300.00	351.75	0.00	39.05	150.00	120.00	500.00	500.00	500.00
100-510-670.00	Employee Relations	600.00	574.47	60.00	53.06	700.00	299.07	700.00	700.00	700.00
100-510-671.00	Fuel	5,000.00	4,699.42	3,500.00	3,980.19	4,350.00	4,365.34	3,500.00	3,500.00	3,500.00
100-510-674.00	Postage & Courier Service	1,100.00	798.10	900.00	1,162.13	1,500.00	1,020.86	1,000.00	1,000.00	1,000.00
100-510-679.00	Travel - Training	1,000.00	1,666.13	5,000.00	4,533.25	2,000.00	697.50			
100-510-680.00	Uniform	250.00	81.00	500.00	0.00	500.00	32.00	500.00	500.00	500.00
100-510-686.00	Oil & Filter	0.00	0.00	0.00	38.02	233.00	232.16			
	ExpCategory: 6 - Other Expenses Total:	8,250.00	8,170.87	9,960.00	9,805.70	9,433.00	6,766.93	6,200.00	6,200.00	6,200.00
ExpCategory: 7 - Repair And Maintenance										
100-510-711.00	Rm - Equipment	1,200.00	823.61	0.00	0.00	0.00	0.00			
100-510-713.00	Rm - Vehicles	2,000.00	1,958.50	4,000.00	1,117.64	3,900.00	3,842.85	4,000.00	4,000.00	4,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	3,200.00	2,782.11	4,000.00	1,117.64	3,900.00	3,842.85	4,000.00	4,000.00	4,000.00
	Division: 510 - Permit Total:	689,356.00	655,608.50	800,995.46	777,308.20	890,697.99	866,504.66	868,417.60	810,082.98	886,232.98

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 511 - Parks										
ExpCategory: 1 - Salaries And Benefits										
100-511-101.00	Salaries	397,272.00	375,615.71	416,958.78	422,193.18	443,925.00	423,142.14	475,322.84	450,000.00	450,000.00
100-511-102.00	Salaries Overtime	16,320.00	10,714.46	2,500.00	653.66	11,000.00	10,678.02	10,000.00	10,000.00	10,000.00
100-511-120.00	Payroll Taxes	30,090.00	30,055.06	32,606.56	31,069.52	35,333.00	31,818.15	35,390.67	35,390.67	35,390.67
100-511-121.00	Workers' Compensation	7,050.00	7,039.19	5,900.00	7,556.57	4,400.00	4,400.26	4,583.05	4,583.05	4,583.05
100-511-122.00	Texas Employment Commissi...	350.00	343.25	100.00	93.79	1,210.00	1,208.66	1,170.00	1,170.00	1,170.00
100-511-123.00	Retirement Contribution	58,970.00	57,417.82	57,999.87	57,971.16	66,787.00	63,018.86	69,729.42	69,729.42	69,729.42
100-511-124.00	Health Insurance	173,696.00	170,518.31	165,381.61	151,073.17	0.00	0.00			
100-511-124.01	Health Insurance-Medical	0.00	0.00	0.00	14,290.41	181,000.00	176,188.01	192,084.96	192,084.96	192,084.96
100-511-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	5,260.00	5,110.77	5,626.56	5,626.56	5,626.56
100-511-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	470.00	452.40	468.00	468.00	468.00
100-511-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	1,022.00	990.57	1,099.46	1,099.46	1,099.46
100-511-125.00	Flex Plan Reimb. Fees	12.00	10.50	170.00	150.00	0.00	0.00			
100-511-130.00	Vehicle/ Cell Phone Allowance	715.00	712.50	900.00	900.00	900.00	900.00	900.00	900.00	900.00
100-511-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	0.00	0.00			
100-511-140.00	Longevity	5,984.00	5,862.00	5,882.00	5,674.00	6,048.00	5,808.00	6,000.00	6,000.00	6,000.00
	ExpCategory: 1 - Salaries And Benefits Total:	690,459.00	658,288.80	689,398.82	692,625.46	757,355.00	723,715.84	802,374.96	777,052.12	777,052.12
ExpCategory: 2 - Supplies										
100-511-270.00	Office Supplies	2,000.00	1,085.96	1,000.00	826.55	0.00	0.00			
100-511-272.00	Small Tools/equipments	2,350.00	2,523.24	4,860.00	4,405.75	10,000.00	9,686.67	2,000.00	2,000.00	2,000.00
100-511-274.00	Chemicals	2,000.00	753.25	4,400.00	209.83	2,000.00	1,056.14	6,000.00	1,000.00	1,000.00
100-511-275.00	Janitorial Supplies	920.00	912.26	0.00	0.00	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	7,270.00	5,274.71	10,260.00	5,442.13	12,000.00	10,742.81	8,000.00	3,000.00	3,000.00
ExpCategory: 4 - Utilities										
100-511-461.00	Electricity	3,000.00	2,579.41	0.00	0.00	0.00	0.00			
100-511-463.00	Water Sewer	21,875.00	21,863.47	0.00	0.00	0.00	0.00			
100-511-466.00	Mobile Phone	225.00	225.00	0.00	0.00	0.00	0.00			
	ExpCategory: 4 - Utilities Total:	25,100.00	24,667.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-511-669.00	Dues & Membership	0.00	0.00	0.00	115.29	0.00	0.00			
100-511-670.00	Employee Relations	1,000.00	696.28	0.00	0.00	700.00	695.03	700.00	700.00	

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025		
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-511-671.00	Fuel	26,210.00	26,209.69	25,000.00	19,979.39	20,000.00	19,220.51	25,000.00	20,000.00	20,000.00
100-511-676.00	Public Relations	0.00	0.00	0.00	0.00	1,000.00	568.61	1,000.00	1,000.00	1,000.00
100-511-679.00	Travel - Training	50.00	15.00	0.00	0.00	0.00	0.00			
100-511-680.00	Uniform	4,000.00	2,494.96	7,000.00	6,604.09	3,000.00	482.46			
100-511-686.00	Oil & Filter	304.00	231.09	0.00	38.02	250.00	220.14			
100-511-687.00	Rental Property	275.00	274.17	3,200.00	3,200.00	0.00	0.00			
	ExpCategory: 6 - Other Expenses Total:	31,839.00	29,921.19	35,200.00	29,936.79	24,950.00	21,186.75	26,700.00	21,700.00	21,000.00
	ExpCategory: 7 - Repair And Maintenance									
100-511-710.00	Rm - Building & Ground	32,695.00	32,002.91	33,000.00	33,302.65	27,000.00	11,021.91	35,000.00	35,000.00	35,000.00
100-511-711.00	Rm - Equipment	12,000.00	11,855.89	5,140.00	4,521.67	8,000.00	7,268.56	12,000.00	5,000.00	5,000.00
100-511-713.00	Rm - Vehicles	15,800.00	15,944.74	12,000.00	7,284.12	7,500.00	7,238.48	10,000.00	10,000.00	10,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	60,495.00	59,803.54	50,140.00	45,108.44	42,500.00	25,528.95	57,000.00	50,000.00	50,000.00
	Division: 511 - Parks Total:	815,163.00	777,956.12	784,998.82	773,112.82	836,805.00	781,174.35	894,074.96	851,752.12	851,052.12

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 512 - Street										
ExpCategory: 1 - Salaries And Benefits										
100-512-101.00	Salaries	480,506.00	473,359.08	528,419.59	530,456.55	480,000.00	486,727.89	633,790.84	500,000.00	500,000.00
100-512-102.00	Salaries Overtime	23,830.00	11,432.14	2,500.00	938.55	17,000.00	16,524.41	5,000.00	5,000.00	5,000.00
100-512-120.00	Payroll Taxes	39,091.00	36,816.31	41,051.22	38,985.75	38,487.00	37,345.91	45,565.48	45,565.48	45,565.48
100-512-121.00	Workers' Compensation	17,400.00	17,398.39	14,320.00	13,708.68	11,000.00	10,955.32	11,861.06	11,861.06	11,861.06
100-512-122.00	Texas Employment Commissi...	250.00	108.00	125.00	123.02	1,400.00	1,363.33	1,521.00	1,521.00	1,521.00
100-512-123.00	Retirement Contribution	71,278.00	70,805.96	73,250.49	73,074.60	72,748.00	72,624.79	88,579.48	88,579.48	88,579.48
100-512-124.00	Health Insurance	201,560.00	201,500.52	197,000.19	194,871.07	0.00	0.00			
100-512-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	165,000.00	166,380.87	215,634.24	215,634.24	215,634.24
100-512-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	4,700.00	4,678.38	6,668.88	6,668.88	6,668.88
100-512-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	525.00	514.80	608.80	608.80	608.80
100-512-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	1,087.00	1,109.41	1,360.49	1,360.49	1,360.49
100-512-125.00	Flex Plan Reimb. Fees	300.00	294.00	300.00	294.00	0.00	0.00			
100-512-135.00	HSA Contribution	0.00	0.00	500.00	500.00	1,100.00	1,100.00			
100-512-140.00	Longevity	5,600.00	5,598.00	5,698.00	5,460.00	6,096.00	5,132.00	5,568.00	5,568.00	5,568.00
	ExpCategory: 1 - Salaries And Benefits Total:	839,815.00	817,312.40	863,164.49	858,412.22	799,143.00	804,457.11	1,016,158.27	882,367.43	882,367.43
ExpCategory: 2 - Supplies										
100-512-270.00	Office Supplies	3,000.00	3,462.87	1,000.00	824.14	4,500.00	2,080.06	1,000.00	1,000.00	
100-512-271.00	Computer Supplies	425.00	424.04	55.00	329.20	500.00	412.32	500.00	500.00	
100-512-272.00	Small Tools/equipments	5,725.00	5,522.12	2,500.00	2,620.39	2,000.00	624.60	2,500.00	2,500.00	2,500.00
100-512-275.00	Janitorial Supplies	3,340.00	3,254.66	0.00	0.00	0.00	0.00			
100-512-277.00	Construction Material	20,875.00	20,874.43	19,829.10	18,708.48	12,098.75	7,833.53	20,000.00	20,000.00	20,000.00
	ExpCategory: 2 - Supplies Total:	33,365.00	33,538.12	23,384.10	22,482.21	19,098.75	10,950.51	24,000.00	24,000.00	22,500.00
ExpCategory: 3 - Services										
100-512-364.00	Equipment Rental	1,000.00	832.82	3,000.00	44.60	1,000.00	0.00	1,000.00	1,000.00	1,000.00
100-512-368.00	Landscape Service	159,350.00	159,335.50	162,000.00	161,988.00	168,000.00	154,265.00	168,000.00	168,000.00	168,000.00
100-512-376.00	Software Subscription Service	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
100-512-380.00	Mosquito Control	23,575.00	19,912.50	39,290.90	26,240.90	24,000.00	22,648.90	24,000.00	24,000.00	24,000.00
100-512-385.00	Tank/pipe Cleaning	17,000.00	10,962.85	5,600.00	5,580.60	0.00	0.00			
100-512-386.00	Haul Fees	20,600.00	20,598.69	26,750.00	22,565.23	20,000.00	4,483.06	20,000.00	20,000.00	

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-512-387.00	Tree Limbs	2,600.00	2,580.75	6,000.00	831.12	0.00	0.00	3,000.00	3,000.00	3,000.00
	ExpCategory: 3 - Services Total:	224,225.00	214,323.11	242,740.90	217,350.45	213,100.00	181,496.96	216,100.00	216,100.00	196,100.00
	ExpCategory: 4 - Utilities									
100-512-461.00	Electricity	25,730.00	25,726.89	0.00	0.00	0.00	0.00			
100-512-461.91	Electricity-traffic Signals	3,275.00	3,273.03	3,200.00	3,134.70	3,200.00	2,900.59	3,200.00	3,200.00	3,200.00
100-512-462.00	Natural Gas	6,610.00	5,304.12	0.00	0.00	0.00	0.00			
100-512-463.00	Water Sewer	1,500.00	1,012.25	0.00	0.00	0.00	0.00			
100-512-465.00	Landline	1,335.00	1,332.61	0.00	0.00	0.00	0.00			
100-512-466.00	Mobile Phone	1,000.00	537.60	550.00	412.85	540.00	389.75	540.00	540.00	540.00
100-512-468.00	Street Light	254,250.00	254,248.39	187,054.88	181,717.20	185,000.00	182,121.26	210,000.00	210,000.00	210,000.00
100-512-470.00	Cable	1,100.00	1,079.99	1,200.00	1,181.09	1,200.00	1,081.32	1,200.00	1,200.00	1,200.00
	ExpCategory: 4 - Utilities Total:	294,800.00	292,514.88	192,004.88	186,445.84	189,940.00	186,492.92	214,940.00	214,940.00	214,940.00
	ExpCategory: 5 - Captial Outlay									
100-512-561.FR	Capital Asset-stand Alone	67,143.74	33,446.11	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	67,143.74	33,446.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-512-669.00	Dues & Membership	275.00	272.29	0.00	0.00	100.00	100.00			
100-512-670.00	Employee Relations	4,110.00	4,109.28	0.00	0.00	4,201.25	3,291.23	1,300.00	1,300.00	
100-512-671.00	Fuel	55,535.00	56,625.10	50,000.00	46,876.78	50,000.00	43,339.64	50,000.00	50,000.00	50,000.00
100-512-679.00	Travel - Training	120.00	60.00	1,500.00	0.00	0.00	0.00			
100-512-680.00	Uniform	5,600.00	6,575.06	7,300.00	6,533.69	1,000.00	141.97	1,000.00	1,000.00	
100-512-686.00	Oil & Filter	350.00	339.66	125.00	119.48	0.00	456.85			
	ExpCategory: 6 - Other Expenses Total:	65,990.00	67,981.39	58,925.00	53,529.95	55,301.25	47,329.69	52,300.00	52,300.00	50,000.00
	ExpCategory: 7 - Repair And Maintenance									
100-512-710.00	Rm - Building & Ground	1,020.00	1,016.87	105.00	101.88	0.00	0.00			
100-512-711.00	Rm - Equipment	3,040.00	3,037.90	4,000.00	3,984.12	5,100.00	4,887.58	3,500.00	3,500.00	3,500.00
100-512-713.00	Rm - Vehicles	51,350.00	51,345.67	25,170.90	25,087.03	38,400.00	25,302.56	40,000.00	40,000.00	40,000.00
100-512-715.00	Rm - Street Signs	8,250.00	8,243.98	12,000.00	10,675.99	2,000.00	993.61	10,000.00	10,000.00	10,000.00
100-512-716.00	Rm - Street	4,270.00	4,263.00	4,000.00	2,027.03	0.00	0.00	5,000.00	5,000.00	5,000.00
100-512-717.00	Rm - Traffic Sign/signal	13,000.00	12,247.39	10,481.43	8,068.84	13,400.00	14,058.95	5,400.00	5,400.00	5,400.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-512-719.00 Rm - Lift Station	6,350.00	6,340.29	0.00	0.00	0.00	0.00			
ExpCategory: 7 - Repair And Maintenance Total:	87,280.00	86,495.10	55,757.33	49,944.89	58,900.00	45,242.70	63,900.00	63,900.00	63,900.00
Division: 512 - Street Total:	1,612,618.74	1,545,611.11	1,435,976.70	1,388,165.56	1,335,483.00	1,275,969.89	1,587,398.27	1,453,607.43	1,429,807.43

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 513 - Fleet										
ExpCategory: 1 - Salaries And Benefits										
100-513-101.00	Salaries	202,000.00	195,770.00	212,687.71	213,672.48	220,000.00	218,908.76	284,222.63	225,000.00	228,350.00
100-513-102.00	Salaries Overtime	10,015.00	4,559.60	2,500.00	199.95	8,800.00	8,123.23	3,500.00	3,500.00	3,500.00
100-513-120.00	Payroll Taxes	16,442.00	15,352.35	16,697.28	15,859.48	17,746.00	16,925.94	21,311.82	21,311.82	21,311.82
100-513-121.00	Workers' Compensation	3,800.00	3,766.31	3,375.00	3,853.50	2,600.00	2,600.22	3,169.82	3,169.82	3,169.82
100-513-122.00	Texas Employment Commissi...	50.00	36.00	36.00	36.00	468.00	478.40	585.00	585.00	585.00
100-513-123.00	Retirement Contribution	29,747.00	29,495.06	29,999.65	29,557.04	33,600.00	33,027.12	41,535.87	41,535.87	41,535.87
100-513-124.00	Health Insurance	76,338.00	76,338.76	80,753.60	80,313.05	0.00	0.00			
100-513-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	80,855.28	80,855.28	104,375.28	104,375.28	104,375.28
100-513-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	2,074.80	2,074.80	2,938.80	2,938.80	2,938.80
100-513-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	200.00	187.20	234.20	234.20	234.20
100-513-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	509.00	499.95	634.33	634.33	634.33
100-513-125.00	Flex Plan Reimb. Fees	150.00	147.00	135.00	100.50	0.00	0.00			
100-513-140.00	Longevity	2,806.00	2,806.00	3,070.00	2,950.00	3,168.00	3,088.00	3,264.00	3,264.00	3,264.00
ExpCategory: 1 - Salaries And Benefits Total:		341,348.00	328,271.08	349,254.24	346,542.00	370,021.08	366,768.90	465,771.75	406,549.12	409,899.12
ExpCategory: 2 - Supplies										
100-513-270.00	Office Supplies	2,000.00	1,123.33	500.00	470.00	1,000.00	888.37	1,000.00	1,000.00	
100-513-272.00	Small Tools/equipments	2,500.00	944.20	4,159.98	4,159.98	1,500.00	1,104.14	3,500.00	3,500.00	3,500.00
100-513-275.00	Janitorial Supplies	1,100.00	1,087.95	0.00	0.00	170.00	162.60			
ExpCategory: 2 - Supplies Total:		5,600.00	3,155.48	4,659.98	4,629.98	2,670.00	2,155.11	4,500.00	4,500.00	3,500.00
ExpCategory: 3 - Services										
100-513-385.00	Tank/pipe Cleaning	0.00	0.00	0.00	0.00	3,000.00	1,398.00	6,000.00	2,000.00	2,000.00
ExpCategory: 3 - Services Total:		0.00	0.00	0.00	0.00	3,000.00	1,398.00	6,000.00	2,000.00	2,000.00
ExpCategory: 4 - Utilities										
100-513-466.00	Mobile Phone	600.00	538.79	600.00	425.40	550.00	519.30	550.00	550.00	550.00
ExpCategory: 4 - Utilities Total:		600.00	538.79	600.00	425.40	550.00	519.30	550.00	550.00	550.00
ExpCategory: 5 - Captial Outlay										
100-513-561.00	Capital Asset-stand Alone	0.00	0.00	7,500.00	7,500.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:		0.00	0.00	7,500.00	7,500.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-513-670.00	Employee Relations	0.00	0.00	0.00	0.00	1,300.00	0.00	1,300.00	1,300.00	

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025		
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-513-671.00	Fuel	11,650.00	11,628.96	11,650.00	11,285.38	8,000.00	10,102.44	8,000.00	8,000.00	8,000.00
100-513-672.00	Fuel - SMSD	174,950.00	155,690.69	178,000.00	156,486.29	150,000.00	129,972.24	178,000.00	178,000.00	178,000.00
100-513-679.00	Travel - Training	0.00	0.00	50.00	20.00	0.00	0.00			
100-513-680.00	Uniform	1,000.00	654.76	1,290.02	600.97	500.00	0.00	500.00	500.00	
100-513-686.00	Oil & Filter	3,400.00	3,394.36	750.00	2,921.75	5,700.00	5,687.22	500.00	500.00	500.00
ExpCategory: 6 - Other Expenses Total:		191,000.00	171,368.77	191,740.02	171,314.39	165,500.00	145,761.90	188,300.00	188,300.00	186,500.00
ExpCategory: 7 - Repair And Maintenance										
100-513-711.00	Rm - Equipment	2,000.00	1,807.67	4,550.00	4,527.55	2,000.00	1,919.10	4,000.00	2,000.00	2,000.00
100-513-713.00	Rm - Vehicles	11,000.00	6,542.55	3,950.00	3,875.93	3,500.00	3,160.67	6,300.00	6,300.00	6,300.00
ExpCategory: 7 - Repair And Maintenance Total:		13,000.00	8,350.22	8,500.00	8,403.48	5,500.00	5,079.77	10,300.00	8,300.00	8,300.00
Division: 513 - Fleet Total:		551,548.00	511,684.34	562,254.24	538,815.25	547,241.08	521,682.98	675,421.75	610,199.12	610,749.12

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 514 - Public Works Administration										
ExpCategory: 1 - Salaries And Benefits										
100-514-101.00	Salaries	198,972.00	198,967.46	289,554.21	292,073.58	328,000.00	326,933.74	617,675.56	350,000.00	550,000.00
100-514-102.00	Salaries Overtime	6,559.00	5,897.35	2,000.00	776.31	4,900.00	3,452.57	2,000.00	2,000.00	2,000.00
100-514-120.00	Payroll Taxes	15,695.10	15,590.07	22,870.79	22,213.07	25,889.00	25,195.21	31,839.83	31,839.83	31,839.83
100-514-121.00	Workers' Compensation	675.00	666.10	420.00	419.54	535.00	534.04	454.94	454.94	454.94
100-514-122.00	Texas Employment Commissi...	50.00	27.00	27.00	27.00	585.00	594.00	468.00	468.00	468.00
100-514-123.00	Retirement Contribution	29,383.98	29,379.03	40,999.51	40,742.01	48,936.00	48,047.97	60,775.89	60,775.89	60,775.89
100-514-124.00	Health Insurance	42,125.00	42,274.66	55,731.76	55,133.22	0.00	0.00			
100-514-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	53,350.00	58,120.86	72,119.52	72,119.52	72,119.52
100-514-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	1,660.00	1,724.24	2,226.00	2,226.00	2,226.00
100-514-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	150.00	148.20	187.40	187.40	187.40
100-514-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	750.00	715.11	903.20	903.20	903.20
100-514-125.00	Flex Plan Reimb. Fees	16.00	15.75	65.00	54.00	0.00	0.00			
100-514-130.00	Vehicle/ Cell Phone Allowance	2,715.00	2,712.50	5,700.00	5,700.00	3,700.00	3,700.00	900.00	900.00	900.00
100-514-140.00	Longevity	1,600.00	1,536.00	1,716.00	1,700.00	1,824.00	1,744.00	1,824.00	1,824.00	1,824.00
	ExpCategory: 1 - Salaries And Benefits Total:	297,791.08	297,065.92	419,084.27	418,838.73	470,279.00	470,909.94	791,374.34	523,698.78	723,698.78
ExpCategory: 2 - Supplies										
100-514-270.00	Office Supplies	500.00	225.72	138.40	59.99	500.00	57.88	500.00	500.00	2,500.00
100-514-271.00	Computer Supplies	500.00	255.05	88.15	0.00	300.00	0.00	500.00	500.00	1,000.00
	ExpCategory: 2 - Supplies Total:	1,000.00	480.77	226.55	59.99	800.00	57.88	1,000.00	1,000.00	3,500.00
ExpCategory: 3 - Services										
100-514-361.00	Consulting Service	115,500.00	93,260.99	199,560.00	147,762.00	95,000.00	58,410.21	95,000.00	95,000.00	95,000.00
100-514-364.00	Equipment Rental	0.00	0.00	5,000.00	1,730.19	5,000.00	4,802.39	5,000.00	5,000.00	5,000.00
100-514-376.00	Software Subscription Service	1,050.00	1,034.29	300.00	302.40	6,350.00	5,903.37	6,350.00	6,350.00	6,350.00
100-514-377.00	Garbage Collection Service	674,000.00	673,641.78	720,000.00	709,508.52	785,000.00	688,240.14	720,000.00	720,000.00	720,000.00
100-514-384.00	Inter-govt Contract	10,000.00	9,377.29	9,400.00	18,754.58	9,400.00	9,377.29	9,400.00	9,400.00	9,400.00
100-514-395.00	Contract Labor	39,500.00	33,900.00	20,000.00	20,000.00	0.00	0.00			
	ExpCategory: 3 - Services Total:	840,050.00	811,214.35	954,260.00	898,057.69	900,750.00	766,733.40	835,750.00	835,750.00	835,750.00
ExpCategory: 4 - Utilities										
100-514-466.00	Mobile Phone	930.00	928.14	1,357.35	1,357.32	1,430.00	1,374.20	1,080.00	1,080.00	1,080.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-514-470.00	Cable	150.00	141.45	150.00	140.09	150.00	128.51	150.00	150.00	150.00
	ExpCategory: 4 - Utilities Total:	1,080.00	1,069.59	1,507.35	1,497.41	1,580.00	1,502.71	1,230.00	1,230.00	1,230.00
	ExpCategory: 5 - Captial Outlay									
100-514-561.00	Capital Asset-stand Alone	0.00	0.00	0.00	19,676.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	19,676.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-514-669.00	Dues & Membership	250.00	250.00	156.76	226.90	250.00	142.95	250.00	250.00	250.00
100-514-670.00	Employee Relations	875.00	648.84	5,061.85	5,209.69	300.00	300.43	300.00	300.00	3,600.00
100-514-674.00	Postage & Courier Service	50.00	18.45	50.00	14.70	100.00	17.77	100.00	100.00	100.00
100-514-676.00	Public Relations	0.00	0.00	0.00	0.00	400.00	0.00	400.00	400.00	400.00
100-514-679.00	Travel - Training	0.00	0.00	100.00	90.00	0.00	0.00			15,300.00
100-514-680.00	Uniform	0.00	0.00	0.00	0.00	200.00	0.00			2,100.00
100-514-687.00	Rental Property	1,600.00	1,600.00	3,200.00	0.00	3,200.00	1,600.00	3,200.00	3,200.00	3,200.00
	ExpCategory: 6 - Other Expenses Total:	2,775.00	2,517.29	8,568.61	5,541.29	4,450.00	2,061.15	4,250.00	4,250.00	24,950.00
	ExpCategory: 7 - Repair And Maintenance									
100-514-710.00	Rm - Building & Ground	4,670.00	4,665.42	0.00	0.00	0.00	0.00			
	ExpCategory: 7 - Repair And Maintenance Total:	4,670.00	4,665.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Division: 514 - Public Works Administration Total:	1,147,366.08	1,117,013.34	1,383,646.78	1,343,671.11	1,377,859.00	1,241,265.08	1,633,604.34	1,365,928.78	1,589,128.78

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 515 - Facility										
ExpCategory: 1 - Salaries And Benefits										
100-515-101.00	Salaries	1,810.00	1,807.20	50,600.98	51,702.89	50,250.00	52,937.17	54,881.54	54,881.54	54,881.54
100-515-102.00	Salaries Overtime	245.00	240.35	1,000.00	708.87	4,000.00	3,269.43	750.00	750.00	750.00
100-515-120.00	Payroll Taxes	0.00	0.00	4,027.56	3,827.97	4,235.00	4,118.48	4,022.31	4,022.31	4,022.31
100-515-121.00	Workers' Compensation	540.00	540.30	0.00	3,891.97	540.00	529.02	509.85	509.85	509.85
100-515-122.00	Texas Employment Commissi...	0.00	0.00	9.00	9.00	120.00	117.00	117.00	117.00	117.00
100-515-123.00	Retirement Contribution	0.00	0.00	7,125.37	7,279.69	8,000.00	8,188.10	8,092.04	8,092.04	8,092.04
100-515-124.00	Health Insurance	5.00	12.69	28,751.64	28,601.09	0.00	0.00			
100-515-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	28,744.32	28,744.32	28,744.32	28,744.32	28,744.32
100-515-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	898.32	898.32	898.32	898.32	898.32
100-515-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	50.00	46.80	46.80	46.80	46.80
100-515-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	125.00	119.28	127.59	127.59	127.59
100-515-125.00	Flex Plan Reimb. Fees	11.00	10.50	0.00	0.00	0.00	0.00			
100-515-140.00	Longevity	30.00	26.00	696.00	670.00	720.00	716.00	768.00	768.00	768.00
100-515-141.00	Incentive-bilingual	0.00	0.00	360.00	330.00	360.00	360.00	360.00	360.00	360.00
	ExpCategory: 1 - Salaries And Benefits Total:	2,641.00	2,637.04	92,570.55	97,021.48	98,042.64	100,043.92	99,317.77	99,317.77	99,317.77
ExpCategory: 2 - Supplies										
100-515-270.00	Office Supplies	500.00	553.95	1,000.00	971.71	500.00	0.00			
100-515-272.00	Small Tools/equipments	2,150.00	2,146.71	2,825.00	2,067.68	2,000.00	2,275.05	2,000.00	2,000.00	2,000.00
100-515-274.00	Chemicals	0.00	0.00	0.00	0.00	1,000.00	0.00	2,500.00	500.00	500.00
100-515-275.00	Janitorial Supplies	175.00	174.72	25,000.00	20,097.75	20,000.00	17,509.11	25,000.00	20,000.00	20,000.00
100-515-276.00	Pool Supplies	0.00	0.00	0.00	0.00	50,000.00	41,560.44	50,000.00	40,000.00	40,000.00
	ExpCategory: 2 - Supplies Total:	2,825.00	2,875.38	28,825.00	23,137.14	73,500.00	61,344.60	79,500.00	62,500.00	62,500.00
ExpCategory: 3 - Services										
100-515-367.00	Janitorial Service	79,000.00	77,180.12	76,500.00	74,760.00	80,000.00	76,200.00	80,000.00	80,000.00	80,000.00
100-515-373.00	Pest Control Service	2,880.00	2,878.96	2,500.00	1,140.00	0.00	0.00			
100-515-388.00	Fire Control	13,000.00	7,954.70	11,000.00	8,577.90	13,000.00	10,126.00	13,000.00	13,000.00	13,000.00
	ExpCategory: 3 - Services Total:	94,880.00	88,013.78	90,000.00	84,477.90	93,000.00	86,326.00	93,000.00	93,000.00	93,000.00
ExpCategory: 4 - Utilities										
100-515-461.00	Electricity	0.00	0.00	268,201.12	268,201.12	300,000.00	278,811.37	300,000.00	275,000.00	300,000.00
100-515-462.00	Natural Gas	600.00	596.23	37,599.00	37,106.04	35,000.00	29,617.69	35,000.00	35,000.00	35,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-515-463.00 Water Sewer	0.00	0.00	61,648.85	61,648.85	32,000.00	22,179.07	32,000.00	20,000.00	27,000.00
100-515-466.00 Mobile Phone	160.00	144.82	600.00	382.20	540.00	474.85	540.00	540.00	540.00
ExpCategory: 4 - Utilities Total:	760.00	741.05	368,048.97	367,338.21	367,540.00	331,082.98	367,540.00	330,540.00	362,540.00
ExpCategory: 5 - Captial Outlay									
100-515-561.00 Capital Asset Stand Alone	0.00	0.00	68,950.00	36,800.00	97,300.00	82,589.98			
100-515-565.00 Facility Rehab	0.00	0.00	7,007.41	7,007.41	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	75,957.41	43,807.41	97,300.00	82,589.98	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses									
100-515-665.00 Community Event/city Decorat...	0.00	0.00	0.00	0.00	8,000.00	5,721.76			
100-515-679.00 Travel - Training	0.00	0.00	75.00	75.00	2,500.00	877.97	2,500.00	1,000.00	
100-515-680.00 Uniform	0.00	283.76	600.00	0.00	600.00	568.00	600.00	600.00	
ExpCategory: 6 - Other Expenses Total:	0.00	283.76	675.00	75.00	11,100.00	7,167.73	3,100.00	1,600.00	0.00
ExpCategory: 7 - Repair And Maintenance									
100-515-710.00 Rm - Building & Ground	71,710.00	60,702.69	99,175.00	62,682.23	100,000.00	64,784.53	100,000.00	70,000.00	70,000.00
100-515-711.00 Rm - Equipment	15,000.00	7,472.47	8,082.15	2,924.59	1,000.00	405.94	1,000.00	1,000.00	1,000.00
100-515-712.00 Rm - Other	2,000.00	580.92	0.00	0.00	0.00	0.00			
100-515-713.00 Rm - Vehicles	500.00	163.12	125.00	107.83	0.00	0.00			
100-515-714.00 Rm - Air Condition	120,000.00	110,755.58	68,011.59	51,675.23	47,700.00	31,468.92	130,000.00	75,000.00	75,000.00
ExpCategory: 7 - Repair And Maintenance Total:	209,210.00	179,674.78	175,393.74	117,389.88	148,700.00	96,659.39	231,000.00	146,000.00	146,000.00
Division: 515 - Facility Total:	310,316.00	274,225.79	831,470.67	733,247.02	889,182.64	765,214.60	873,457.77	732,957.77	763,357.77

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 516 - Animal Services										
ExpCategory: 1 - Salaries And Benefits										
100-516-101.00	Salaries	66,500.00	66,189.50	90,566.31	93,541.77	98,343.00	98,045.94	104,220.26	104,220.26	104,220.26
100-516-102.00	Salaries Overtime	1,530.00	986.81	4,000.00	3,693.48	5,500.00	5,845.61	2,500.00	2,500.00	2,500.00
100-516-120.00	Payroll Taxes	4,638.00	4,634.09	7,275.06	6,881.44	8,009.00	7,464.16	7,839.43	7,839.43	7,839.43
100-516-121.00	Workers' Compensation	1,565.00	1,562.74	1,670.00	6,671.86	1,570.00	1,570.00	1,735.47	1,735.47	1,735.47
100-516-122.00	Texas Employment Commissi...	50.00	18.00	18.00	18.00	235.00	233.99	234.00	234.00	234.00
100-516-123.00	Retirement Contribution	9,536.64	9,424.73	13,599.85	13,258.99	15,139.00	14,955.14	15,209.07	15,209.07	15,209.07
100-516-124.00	Health Insurance	28,507.58	23,034.22	31,123.74	30,813.06	0.00	0.00			
100-516-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	30,135.00	30,131.04	30,131.04	30,131.04	30,131.04
100-516-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	635.04	646.56	646.56	646.56	646.56
100-516-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	95.00	93.60	93.60	93.60	93.60
100-516-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	230.00	226.59	239.81	239.81	239.81
100-516-125.00	Flex Plan Reimb. Fees	94.00	84.00	70.00	64.50	0.00	0.00			
100-516-135.00	Hsa Contribution	0.00	0.00	0.00	0.00	1,100.00	1,100.00			
100-516-140.00	Longevity	101.00	100.00	170.00	168.00	288.00	262.00	336.00	336.00	336.00
100-516-141.00	Incentive-bilingual	345.00	345.00	360.00	360.00	560.00	555.00	720.00	720.00	720.00
ExpCategory: 1 - Salaries And Benefits Total:		112,867.22	106,379.09	148,852.96	155,471.10	161,839.04	161,129.63	163,905.24	163,905.24	163,905.24
ExpCategory: 2 - Supplies										
100-516-270.00	Office Supplies	2,000.00	990.14	1,000.00	337.70	1,600.00	753.14	2,000.00	1,000.00	1,000.00
100-516-271.00	Computer Supplies	500.00	178.13	500.00	0.00	500.00	0.00	500.00	500.00	500.00
100-516-273.00	Animal Care Supplies	1,000.00	649.04	1,000.00	323.34	900.00	821.20	1,000.00	1,000.00	1,000.00
100-516-275.00	Janitorial Supplies	75.00	28.78	0.00	0.00	0.00	0.00			
ExpCategory: 2 - Supplies Total:		3,575.00	1,846.09	2,500.00	661.04	3,000.00	1,574.34	3,500.00	2,500.00	2,500.00
ExpCategory: 3 - Services										
100-516-376.00	Software Subscription Service	200.00	381.90	2,968.30	3,178.30	2,000.00	210.00	4,700.00	500.00	4,700.00
100-516-384.00	Inter-govt Contract	29,365.00	29,364.00	30,000.00	29,364.00	110,000.00	85,917.00	110,000.00	110,000.00	110,000.00
100-516-391.00	Veterinary Services	30.00	163.75	6,000.00	4,815.55	2,000.00	173.55	6,000.00	2,000.00	2,000.00
ExpCategory: 3 - Services Total:		29,595.00	29,909.65	38,968.30	37,357.85	114,000.00	86,300.55	120,700.00	112,500.00	116,700.00
ExpCategory: 4 - Utilities										
100-516-466.00	Mobile Phone	0.00	0.00	1,154.38	1,154.38	1,080.00	864.41	1,080.00	1,080.00	1,080.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-516-467.00	Data Circuit	0.00	0.00	750.00	463.02	750.00	688.06	750.00	750.00	750.00
	ExpCategory: 4 - Utilities Total:	0.00	0.00	1,904.38	1,617.40	1,830.00	1,552.47	1,830.00	1,830.00	1,830.00
	ExpCategory: 6 - Other Expenses									
100-516-665.00	Community Events	500.00	31.97	0.00	0.00	1,000.00	0.00	2,000.00	2,000.00	2,000.00
100-516-670.00	Employee Relations	0.00	0.00	0.00	0.00	100.00	0.00	200.00	200.00	200.00
100-516-671.00	Fuel	6,670.00	6,669.29	4,500.00	4,601.50	4,800.00	4,056.13	3,500.00	3,500.00	3,500.00
100-516-679.00	Travel - Training	500.00	35.50	1,548.17	2,002.70	100.00	75.00			
100-516-680.00	Uniform	1,260.00	1,252.16	745.62	540.40	1,000.00	426.67	500.00	500.00	500.00
100-516-686.00	Oil & Filter	40.00	35.74	0.00	48.88	100.00	164.10			
	ExpCategory: 6 - Other Expenses Total:	8,970.00	8,024.66	6,793.79	7,193.48	7,100.00	4,721.90	6,200.00	6,200.00	6,200.00
	ExpCategory: 7 - Repair And Maintenance									
100-516-713.00	Rm - Vehicles	1,500.00	1,146.66	2,673.53	1,359.70	900.00	499.10	1,000.00	1,000.00	1,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	1,500.00	1,146.66	2,673.53	1,359.70	900.00	499.10	1,000.00	1,000.00	1,000.00
	Division: 516 - Animal Services Total:	156,507.22	147,306.15	201,692.96	203,660.57	288,669.04	255,777.99	297,135.24	287,935.24	292,135.24

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 517 - Code enforcement										
ExpCategory: 1 - Salaries And Benefits										
100-517-101.00	Salaries	240,906.58	231,207.30	286,999.87	286,342.74	304,100.00	306,556.36	387,290.26	325,000.00	390,000.00
100-517-102.00	Salaries Overtime	2,500.00	2,368.06	1,000.00	406.87	2,500.00	2,586.75	2,500.00	2,500.00	2,500.00
100-517-120.00	Payroll Taxes	17,940.25	17,810.68	22,202.24	21,647.69	23,651.00	23,474.34	29,103.85	29,103.85	29,103.85
100-517-121.00	Workers' Compensation	1,020.00	1,009.75	835.00	3,168.77	735.00	734.69	894.38	894.38	894.38
100-517-122.00	Texas Employment Commissi...	500.00	442.21	45.00	45.00	595.00	591.86	702.00	702.00	702.00
100-517-123.00	Retirement Contribution	34,281.25	34,261.39	40,594.55	40,516.28	44,706.00	45,802.99	56,307.57	56,307.57	56,307.57
100-517-124.00	Health Insurance	66,730.00	66,494.26	75,208.48	75,199.36	0.00	0.00			
100-517-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	68,900.00	68,802.96	92,322.96	75,000.00	75,000.00
100-517-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	1,820.00	1,812.96	2,676.96	2,676.96	2,676.96
100-517-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	230.00	226.20	281.00	281.00	281.00
100-517-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	690.00	689.49	864.15	864.15	864.15
100-517-125.00	Flex Plan Reimb. Fees	100.00	73.50	120.00	118.50	0.00	0.00			
100-517-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	1,100.00	1,100.00			
100-517-140.00	Longevity	1,740.00	1,738.00	1,980.00	1,902.00	2,208.00	2,034.00	2,304.00	2,304.00	2,304.00
100-517-141.00	Incentive-bilingual	0.00	0.00	240.00	225.00	360.00	0.00			
ExpCategory: 1 - Salaries And Benefits Total:		365,718.08	355,405.15	430,225.14	430,572.21	451,595.00	454,412.60	575,247.13	495,633.91	560,633.91
ExpCategory: 2 - Supplies										
100-517-270.00	Office Supplies	1,500.00	1,209.46	2,350.36	2,166.64	500.00	497.40	1,500.00	1,500.00	1,500.00
100-517-271.00	Computer Supplies	0.00	0.00	6,000.00	4,950.44	1,000.00	845.06	500.00	500.00	500.00
100-517-272.00	Small Tools/equipments	200.00	186.82	200.00	166.96	6,120.00	5,983.23	700.00	700.00	700.00
100-517-272.FR	Small Tools/equipments	7,360.00	7,349.76	0.00	0.00	0.00	0.00			
100-517-275.00	Janitorial Supplies	30.00	26.94	0.00	0.00	0.00	0.00			
ExpCategory: 2 - Supplies Total:		9,090.00	8,772.98	8,550.36	7,284.04	7,620.00	7,325.69	2,700.00	2,700.00	2,700.00
ExpCategory: 3 - Services										
100-517-368.00	Landscape Service	0.00	0.00	1,000.00	0.00	363.27	31.47			
100-517-375.00	Professional Services	0.00	0.00	10,000.00	2,875.00	10,000.00	7,450.00	10,000.00	5,000.00	5,000.00
100-517-376.00	Software Subscription Service	0.00	0.00	6,000.00	5,554.50	12,000.00	8,161.10	21,100.00	10,000.00	21,100.00
ExpCategory: 3 - Services Total:		0.00	0.00	17,000.00	8,429.50	22,363.27	15,642.57	31,100.00	15,000.00	26,100.00
ExpCategory: 4 - Utilities										
100-517-461.00	Electricity	4,273.91	4,270.70	0.00	0.00	0.00	0.00			

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-517-462.00	Natural Gas	988.00	734.56	0.00	0.00	0.00	0.00			
100-517-463.00	Water Sewer	450.00	444.57	0.00	0.00	0.00	0.00			
100-517-466.00	Mobile Phone	4,860.00	4,027.37	2,820.42	2,352.69	3,000.00	2,714.20	3,000.00	3,000.00	3,000.00
100-517-467.00	Data Circuit	0.00	0.00	2,529.22	2,529.22	2,250.00	2,195.18	2,250.00	2,250.00	2,250.00
	ExpCategory: 4 - Utilities Total:	10,571.91	9,477.20	5,349.64	4,881.91	5,250.00	4,909.38	5,250.00	5,250.00	5,250.00
	ExpCategory: 5 - Captial Outlay									
100-517-571.FR	Software - Aarp	14,386.00	9,126.00	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	14,386.00	9,126.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-517-669.00	Dues & Membership	500.00	375.00	675.00	645.00	675.00	75.00	675.00	675.00	675.00
100-517-670.00	Employee Relations	500.00	385.96	0.00	0.00	500.00	474.62	500.00	500.00	500.00
100-517-671.00	Fuel	4,475.00	4,474.02	6,000.00	5,173.67	5,500.00	4,821.20	4,500.00	4,500.00	4,500.00
100-517-674.00	Postage & Courier Service	315.00	310.47	2,400.00	1,613.32	2,690.00	2,223.24	3,500.00	2,000.00	2,000.00
100-517-679.00	Travel - Training	3,042.05	4,301.53	8,500.00	7,700.12	5,000.00	4,647.70	10,000.00	10,000.00	10,000.00
100-517-680.00	Uniform	1,500.00	1,253.25	3,875.00	3,094.17	2,000.00	1,702.15	1,500.00	1,500.00	1,500.00
100-517-686.00	Oil & Filter	35.00	31.28	0.00	0.00	0.00	28.02			
	ExpCategory: 6 - Other Expenses Total:	10,367.05	11,131.51	21,450.00	18,226.28	16,365.00	13,971.93	20,675.00	19,175.00	19,175.00
	ExpCategory: 7 - Repair And Maintenance									
100-517-711.00	Rm - Equipment	0.00	0.00	1,000.00	0.00	516.73	136.73	1,000.00	500.00	500.00
100-517-713.00	Rm - Vehicles	750.00	487.24	3,500.00	1,199.52	5,000.00	4,564.98	3,500.00	3,500.00	3,500.00
	ExpCategory: 7 - Repair And Maintenance Total:	750.00	487.24	4,500.00	1,199.52	5,516.73	4,701.71	4,500.00	4,000.00	4,000.00
	Division: 517 - Code enforcement Total:	410,883.04	394,400.08	487,075.14	470,593.46	508,710.00	500,963.88	639,472.13	541,758.91	617,858.91

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 520 - Police Service										
ExpCategory: 1 - Salaries And Benefits										
100-520-101.00	Salaries	4,350,147.00	4,231,703.17	4,495,999.67	4,458,233.58	4,812,000.00	4,802,647.16	5,786,341.90	4,858,000.00	5,488,000.00
100-520-102.00	Salaries Overtime	270,000.00	266,651.59	305,000.00	327,750.40	550,000.00	522,469.10	305,000.00	305,000.00	305,000.00
100-520-103.00	Salaries Part Time	35,000.00	29,659.36	30,620.00	29,934.34	47,900.00	48,229.95	43,039.24	43,039.24	43,039.24
100-520-104.00	Salaries Office Of Crime Vict	53,100.00	49,352.75	52,910.00	53,058.70	53,854.60	54,929.17	57,383.01	57,383.01	57,383.01
100-520-106.00	Salaries-moving Expense	0.00	0.00	1,600.00	1,598.44	0.00	0.00			
100-520-120.00	Payroll Taxes	367,500.00	351,676.42	380,587.15	360,118.22	423,976.00	405,888.67	446,303.42	446,303.42	446,303.42
100-520-121.00	Workers' Compensation	75,315.00	75,314.96	81,000.00	81,957.01	49,500.00	49,331.26	60,583.57	60,583.57	60,583.57
100-520-122.00	Texas Employment Commissi...	2,550.00	2,427.25	700.00	686.33	9,400.00	9,452.22	9,360.00	9,360.00	9,360.00
100-520-123.00	Retirement Contribution	666,515.00	666,512.53	671,128.17	663,983.76	794,472.00	778,738.00	855,955.21	855,955.21	855,955.21
100-520-124.00	Health Insurance	1,150,000.00	1,133,724.82	1,099,999.74	1,097,101.24	0.00	0.00			
100-520-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	1,098,000.00	1,094,443.92	1,423,142.40	1,423,142.40	1,423,142.40
100-520-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	32,500.00	32,061.64	44,393.28	44,393.28	44,393.28
100-520-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	3,250.00	2,917.33	3,559.60	3,559.60	3,559.60
100-520-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	11,500.00	10,858.41	12,899.42	12,899.42	12,899.42
100-520-125.00	Flex Plan Reimb. Fees	3,065.00	3,060.75	2,210.00	2,192.25	0.00	0.00			
100-520-135.00	Hsa Contribution	0.00	0.00	8,000.00	8,000.00	5,000.00	5,000.00	4,400.00	4,400.00	4,400.00
100-520-140.00	Longevity	25,980.00	25,250.00	25,160.00	24,194.00	20,860.00	20,938.00	22,368.00	22,368.00	22,368.00
100-520-141.00	Incentive-bilingual	1,800.00	1,800.00	1,515.00	1,500.00	405.00	405.00	360.00	360.00	360.00
100-520-153.00	Certification-fto	7,150.00	7,000.00	6,025.00	6,175.00	7,475.00	7,550.00	9,150.00	7,000.00	7,000.00
100-520-154.00	Certification-tcole Intermediate...	3,500.00	3,260.00	2,900.00	2,840.00	6,040.00	6,080.00	6,720.00	6,720.00	6,720.00
100-520-155.00	Certification-tcole Advance (ai)	9,925.00	9,392.50	8,938.00	8,970.00	7,150.00	7,247.50	7,020.00	7,020.00	7,020.00
100-520-156.00	Certification-tcole Master (mas...	22,000.00	21,195.00	22,365.00	22,410.00	24,750.00	24,750.00	23,760.00	23,760.00	23,760.00
100-520-157.00	Certification-advanced Accident..	950.00	887.50	600.00	600.00	375.00	375.00	300.00	300.00	300.00
100-520-158.00	Uniform Allowance	5,200.00	5,200.00	0.00	0.00	0.00	0.00			
100-520-160.00	Education Pay Associates (apd)	1,500.00	1,420.00	1,880.00	1,920.00	1,300.00	1,300.00	960.00	960.00	960.00
100-520-161.00	Education Pay Bachelors (bpd)	11,225.00	10,797.50	11,505.00	11,277.50	8,580.00	8,645.00	7,800.00	7,800.00	7,800.00
100-520-162.00	Education Pay Masters (mpd)	2,625.00	2,475.00	2,385.00	2,340.00	1,485.00	1,485.00	2,160.00	2,160.00	2,160.00
ExpCategory: 1 - Salaries And Benefits Total:		7,065,047.00	6,898,761.10	7,213,027.73	7,166,840.77	7,969,772.60	7,895,742.33	9,132,959.05	8,202,467.15	8,832,467.15

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
ExpCategory: 2 - Supplies										
100-520-270.00	Office Supplies	7,310.00	7,301.93	6,306.25	4,943.61	8,000.00	4,409.63	8,000.00	5,000.00	5,000.00
100-520-271.00	Computer Supplies	5,980.00	5,120.47	6,870.00	5,261.64	10,000.00	5,749.34	10,000.00	6,000.00	9,000.00
100-520-272.00	Small Tools/equipments	31,000.00	16,571.35	41,000.00	32,170.81	28,595.00	12,052.65	28,595.00	28,595.00	28,595.00
100-520-272.BS	Small Tools/equipments	0.00	0.00	25,125.00	22,933.71	0.00	0.00			
100-520-273.00	Animal Care Supplies	400.00	393.03	0.00	0.00	0.00	0.00			
100-520-275.00	Janitorial Supplies	3,800.00	3,683.65	100.00	90.34	0.00	0.00			
100-520-280.00	Evidence Supplies	2,610.00	2,605.11	3,000.00	1,968.75	3,000.00	2,363.58	3,000.00	3,000.00	3,000.00
100-520-281.00	Buy Bust	4,000.00	0.00	0.00	0.00	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	55,100.00	35,675.54	82,401.25	67,368.86	49,595.00	24,575.20	49,595.00	42,595.00	45,595.00
ExpCategory: 3 - Services										
100-520-364.00	Equipment Rental	2,750.00	828.00	210.00	210.00	0.00	0.00			
100-520-372.00	Medical Services	2,500.00	1,683.85	1,000.00	0.00	1,000.00	366.45	2,000.00	1,000.00	4,000.00
100-520-374.00	Printing-scanning Services	1,956.00	1,954.39	2,505.00	2,431.96	5,005.00	3,881.22	5,005.00	4,000.00	4,000.00
100-520-374.CV	Printing-scanning-crime Victim	2,000.00	1,764.00	385.00	384.00	0.00	0.00			
100-520-375.00	Professional Services	3,100.00	2,861.26	3,250.00	2,875.28	5,000.00	3,052.29	9,000.00	3,000.00	3,000.00
100-520-376.00	Software Subscription Service	107,140.00	107,209.37	120,000.00	109,681.52	196,620.00	180,064.31	152,000.00	152,000.00	259,850.00
100-520-384.00	Inter-govt Contract	48,145.00	48,144.26	44,250.00	20,581.66	41,005.00	33,950.81	61,200.00	40,000.00	66,000.00
100-520-389.00	Software Support Service	6,714.00	6,714.00	7,200.00	7,064.00	7,770.00	2,945.00	7,770.00	7,770.00	7,770.00
100-520-390.00	Hardware Support Service	2,995.00	2,899.00	5,700.00	2,799.00	2,850.00	1,586.65	3,080.00	3,080.00	3,080.00
100-520-392.00	Website	18,600.00	17,887.00	20,000.00	14,904.40	22,715.00	17,332.70	20,000.00	15,000.00	20,900.00
	ExpCategory: 3 - Services Total:	195,900.00	191,945.13	204,500.00	160,931.82	281,965.00	243,179.43	260,055.00	225,850.00	368,600.00
ExpCategory: 4 - Utilities										
100-520-461.00	Electricity	54,250.00	53,631.98	0.00	0.00	0.00	0.00			
100-520-463.00	Water Sewer	3,430.00	3,426.22	0.00	0.00	0.00	0.00			
100-520-464.00	Radio Usage Fees	16,520.00	16,199.82	17,010.00	17,009.09	18,000.00	17,849.00	19,000.00	19,000.00	19,000.00
100-520-465.00	Landline	6,200.00	6,094.95	0.00	0.00	0.00	0.00			
100-520-466.00	Mobile Phone	8,000.00	7,838.98	10,500.00	11,037.38	10,860.00	10,082.30	10,860.00	10,860.00	10,860.00
100-520-466.CV	Mobile Phone-crime Victim	265.00	262.76	561.49	561.49	540.00	474.86	540.00	540.00	540.00
100-520-467.00	Data Circuit	28,035.00	28,030.19	25,801.78	31,999.96	21,950.00	16,622.08	21,950.00	21,950.00	21,950.00
100-520-469.00	Internet	5,900.00	4,852.48	500.00	489.31	0.00	0.00			

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-520-470.00	Cable	4,400.00	4,366.42	7,713.00	4,436.42	4,500.00	4,135.33	5,000.00	5,000.00	5,000.00
	ExpCategory: 4 - Utilities Total:	127,000.00	124,703.80	62,086.27	65,533.65	55,850.00	49,163.57	57,350.00	57,350.00	57,350.00
	ExpCategory: 5 - Captial Outlay									
100-520-561.00	Capital Asset Stand Alone	0.00	0.00	0.00	0.00	5,800.00	5,729.40			
100-520-570.00	Vehicle	0.00	0.00	6,359.22	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	6,359.22	0.00	5,800.00	5,729.40	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-520-661.00	Bus Meals And Travel Exp	1,000.00	2,581.97	1,800.00	661.65	265.19	265.19	5,000.00	5,000.00	5,000.00
100-520-664.00	Clothing Reimbursement	0.00	0.00	0.00	0.00	5,200.00	608.90			
100-520-669.00	Dues & Membership	5,900.00	4,274.00	5,900.00	4,300.00	6,000.00	4,095.00	6,100.00	6,100.00	6,100.00
100-520-670.00	Employee Relations	2,500.00	2,494.87	5,500.00	4,593.66	3,800.00	3,593.61	3,000.00	3,000.00	3,000.00
100-520-671.00	Fuel	175,000.00	170,103.12	120,000.00	119,325.92	120,000.00	102,267.33	120,000.00	120,000.00	120,000.00
100-520-674.00	Postage & Courier Service	1,500.00	1,500.08	2,100.00	2,050.31	2,000.00	1,119.90	2,000.00	2,000.00	2,000.00
100-520-676.00	Public Relations	420.00	27.39	2,000.00	-30.00	2,500.00	2,462.37	2,500.00	500.00	500.00
100-520-677.00	Recruiting	380.00	379.99	2,300.00	338.27	7,234.81	2,900.75	2,500.00	500.00	500.00
100-520-679.00	Travel - Training	30,500.00	25,254.12	35,249.01	35,259.33	38,142.00	36,908.53	40,000.00	35,000.00	35,000.00
100-520-679.CV	Travel - Training	300.00	288.04	220.00	217.44	600.00	288.04			
100-520-680.00	Uniform	29,820.00	15,224.89	35,000.00	24,118.92	45,000.00	31,395.59	35,000.00	32,000.00	32,000.00
100-520-682.00	Employee Testing	0.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00	2,000.00
100-520-686.00	Oil & Filter	1,500.00	1,490.44	1,750.00	2,210.34	4,250.00	4,242.59	2,000.00	2,000.00	2,000.00
	ExpCategory: 6 - Other Expenses Total:	248,820.00	223,618.91	211,819.01	193,045.84	236,992.00	190,147.80	220,100.00	208,100.00	208,100.00
	ExpCategory: 7 - Repair And Maintenance									
100-520-711.00	Rm - Equipment	20,000.00	11,952.86	10,550.00	200.65	32,000.00	18,237.00	32,000.00	25,000.00	32,000.00
100-520-713.00	Rm - Vehicles	65,000.00	63,053.00	75,000.00	69,932.13	75,000.00	62,391.78	75,000.00	70,000.00	70,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	85,000.00	75,005.86	85,550.00	70,132.78	107,000.00	80,628.78	107,000.00	95,000.00	102,000.00
	Division: 520 - Police Service Total:	7,776,867.00	7,549,710.34	7,865,743.48	7,723,853.72	8,706,974.60	8,489,166.51	9,827,059.05	8,831,362.15	9,614,112.15

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 522 - Fire Service										
ExpCategory: 1 - Salaries And Benefits										
100-522-101.00	Salaries	1,069,024.50	1,042,254.83	1,362,000.41	1,388,115.47	1,670,000.00	1,668,829.59	1,792,631.88	1,627,000.00	1,627,000.00
100-522-102.00	Salaries Overtime	313,550.00	313,546.98	300,000.00	422,610.07	575,000.00	560,033.54	235,000.00	235,000.00	235,000.00
100-522-105.00	Salaries Duty Sessions	740,000.00	736,300.76	727,335.00	735,121.22	640,000.00	642,176.34	796,071.17	735,000.00	735,000.00
100-522-106.00	Salaaries Contract Volunteers	75,000.00	59,015.00	10,725.00	7,215.00	0.00	0.00			
100-522-120.00	Payroll Taxes	171,100.00	169,685.28	186,812.73	191,250.06	224,702.00	217,490.24	197,132.51	197,132.51	197,132.51
100-522-121.00	Workers' Compensation	44,200.00	44,196.80	46,000.02	45,045.80	34,850.00	34,835.39	33,692.81	33,692.81	33,692.81
100-522-122.00	Texas Employment Commissi...	2,880.00	2,757.24	600.00	538.60	6,350.00	6,229.00	6,201.00	6,201.00	6,201.00
100-522-123.00	Retirement Contribution	309,395.00	272,824.63	312,000.36	324,953.89	424,731.00	399,657.41	355,631.60	355,631.60	355,631.60
100-522-124.00	Health Insurance	330,025.00	329,486.03	399,999.70	397,995.93	0.00	0.00			
100-522-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	453,000.00	452,328.18	461,996.16	461,996.16	461,996.16
100-522-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	14,000.00	13,848.74	14,165.76	14,165.76	14,165.76
100-522-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	1,100.00	1,095.90	1,123.20	1,123.20	1,123.20
100-522-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	3,000.00	3,089.62	3,585.03	3,585.03	3,585.03
100-522-125.00	Flex Plan Reimb. Fees	550.00	530.25	460.00	457.50	0.00	0.00			
100-522-135.00	Hsa Contribution	0.00	0.00	7,000.00	7,000.00	8,200.00	8,200.00			
100-522-140.00	Longevity	3,300.00	3,172.00	3,850.00	3,726.00	4,944.00	4,356.00	5,616.00	5,616.00	5,616.00
100-522-142.00	Cert. Ff Intermediate (ffi)	415.00	375.00	665.00	662.50	1,075.00	1,075.00	11,650.00	2,000.00	2,000.00
100-522-143.00	Cert. Ff Advanace (ff_a)	3,140.00	3,000.00	3,800.00	3,850.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00
100-522-144.00	Cert. Fire Instruct I (ffin)	1,649.50	1,575.00	2,240.00	2,262.50	2,875.00	2,875.00	3,000.00	3,000.00	3,000.00
100-522-145.00	Cert. Structural Colpse (ffsc)	2,665.00	2,562.50	3,925.00	3,987.50	4,390.00	4,387.50	4,500.00	4,500.00	4,500.00
100-522-146.00	Cert. Haz Mat Tech (ffhm)	4,174.50	4,037.50	3,875.00	3,875.00	4,090.00	4,087.50	4,200.00	4,200.00	4,200.00
100-522-147.00	Cert. Emt Intermediate (ffeif)	3,762.50	3,600.00	3,600.00	3,600.00	4,725.00	4,725.00	5,400.00	5,400.00	5,400.00
100-522-148.00	Cert. Emt Paramedic (ffep)	16,700.00	16,032.00	16,032.00	18,537.00	22,380.00	22,378.00	20,040.00	20,040.00	20,040.00
100-522-153.00	Certification-fto	0.00	0.00	3,550.00	3,675.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00
100-522-155.00	Certification-tcole Advance (ai)	600.00	600.00	225.00	200.00	0.00	0.00			
ExpCategory: 1 - Salaries And Benefits Total:		3,092,131.00	3,005,551.80	3,394,695.22	3,564,679.04	4,107,212.00	4,059,497.95	3,959,437.12	3,723,084.07	3,723,084.07
ExpCategory: 2 - Supplies										
100-522-270.00	Office Supplies	7,200.00	3,698.85	4,949.49	4,194.80	5,000.00	3,095.55	5,000.00	3,000.00	3,000.00
100-522-271.00	Computer Supplies	0.00	0.00	1,000.00	844.71	2,000.00	0.00	2,000.00	2,000.00	2,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-522-272.00	Small Tools/equipments	5,050.00	5,569.27	3,625.00	3,581.88	5,000.00	1,747.41	5,000.00	3,000.00	3,000.00
100-522-275.00	Janitorial Supplies	15,500.00	10,956.42	10,000.00	9,413.14	15,000.00	12,980.71	15,000.00	12,000.00	12,000.00
100-522-279.00	Ems Supplies	17,000.00	15,148.19	18,144.59	17,348.84	7,000.00	5,436.79	16,000.00	16,000.00	16,000.00
	ExpCategory: 2 - Supplies Total:	44,750.00	35,372.73	37,719.08	35,383.37	34,000.00	23,260.46	43,000.00	36,000.00	36,000.00
ExpCategory: 3 - Services										
100-522-364.00	Equipment Rental	1,080.00	1,076.00	3,690.00	2,080.70	3,610.00	3,501.02	2,000.00	2,000.00	2,000.00
100-522-372.00	Medical Services	10,920.00	-598.00	12,000.00	10,000.00	42,000.00	34,036.00	42,000.00	12,000.00	42,000.00
100-522-375.00	Professional Services	0.00	0.00	0.00	0.00	1,200.00	1,200.00			
100-522-376.00	Software Subscription Service	19,000.00	7,485.00	34,000.00	33,919.31	38,000.00	35,408.61	38,000.00	38,000.00	63,000.00
100-522-383.00	Dispatch Service	181,050.00	181,040.00	180,000.00	112,840.00	131,500.00	131,370.56	128,000.00	128,000.00	152,000.00
100-522-384.00	Inter-govt Contract	13,200.00	13,158.00	13,750.00	12,061.50	15,000.00	12,061.50	15,000.00	15,000.00	15,000.00
100-522-392.00	Website	720.00	499.84	450.00	429.87	1,000.00	379.88	1,000.00	1,000.00	1,000.00
	ExpCategory: 3 - Services Total:	225,970.00	202,660.84	243,890.00	171,331.38	232,310.00	217,957.57	226,000.00	196,000.00	275,000.00
ExpCategory: 4 - Utilities										
100-522-461.00	Electricity	37,050.00	37,047.84	0.00	0.00	0.00	0.00			
100-522-462.00	Natural Gas	5,450.00	5,447.36	0.00	0.00	0.00	0.00			
100-522-463.00	Water Sewer	5,200.00	5,089.12	0.00	0.00	0.00	0.00			
100-522-464.00	Radio Usage Fee	540.00	450.00	0.00	0.00	0.00	0.00			
100-522-465.00	Landline	5,440.00	5,347.46	15.00	12.00	0.00	0.00			
100-522-466.00	Mobile Phone	16,700.00	16,672.32	16,206.44	16,206.44	2,200.00	2,107.89	1,080.00	1,080.00	1,080.00
100-522-467.00	Data Circuit	0.00	0.00	0.00	0.00	15,000.00	12,618.34	15,000.00	15,000.00	15,000.00
100-522-469.00	Internet	1,100.00	1,085.81	0.00	0.00	0.00	0.00			
100-522-470.00	Cable	5,225.00	5,222.25	4,102.50	4,102.50	6,720.00	5,892.34	5,220.00	5,220.00	5,220.00
	ExpCategory: 4 - Utilities Total:	76,705.00	76,362.16	20,323.94	20,320.94	23,920.00	20,618.57	21,300.00	21,300.00	21,300.00
ExpCategory: 5 - Captial Outlay										
100-522-561.00	Capital Asset-stand Alone	16,290.00	16,126.00	11,925.00	22,380.00	0.00	0.00			
100-522-561.FR	Capital Asset-stand Alone	6,500.00	6,378.00	0.00	0.00	0.00	0.00			
100-522-570.00	Capital Asset-vehicle	11,890.00	11,889.36	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	34,680.00	34,393.36	11,925.00	22,380.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-522-669.00	Dues & Membership	250.00	104.00	1,272.31	70.00	1,500.00	330.66	1,500.00	500.00	500.00
100-522-670.00	Employee Relations	2,700.00	2,801.09	4,500.00	4,462.16	3,500.00	3,297.24	3,000.00	3,000.00	3,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-522-671.00	Fuel	56,900.00	55,243.17	40,500.00	40,107.08	40,390.00	36,026.79	42,000.00	35,000.00	35,000.00
100-522-671.TD	Fuel	4,150.00	4,353.13	0.00	5,409.89	2,020.00	1,646.87			
100-522-674.00	Postage & Courier Service	700.00	614.82	250.00	109.01	250.00	62.25	250.00	250.00	250.00
100-522-679.00	Travel - Training	53,925.00	53,655.56	45,579.66	45,134.04	35,000.00	32,850.15	35,000.00	35,000.00	70,000.00
100-522-679.TD	Travel - Training	11,075.00	11,900.81	0.00	20,768.80	4,000.00	3,992.98			
100-522-680.00	Uniform	76,640.00	66,573.64	73,264.57	73,304.49	70,000.00	61,328.68	70,000.00	70,000.00	70,000.00
100-522-686.00	Oil & Filter	200.00	190.88	356.76	293.26	400.00	376.24	200.00	200.00	200.00
100-522-691.00	Vff Insurance	5,000.00	4,948.00	6,225.00	6,214.00	6,400.00	6,214.00	6,400.00	6,400.00	6,400.00
	ExpCategory: 6 - Other Expenses Total:	211,540.00	200,385.10	171,948.30	195,872.73	163,460.00	146,125.86	158,350.00	150,350.00	185,350.00
	ExpCategory: 7 - Repair And Maintenance									
100-522-711.00	Rm - Equipment	75,000.00	65,897.64	42,500.00	34,604.74	63,000.00	58,556.42	48,000.00	48,000.00	48,000.00
100-522-713.00	Rm - Vehicles	120,000.00	113,238.63	154,586.18	125,068.57	142,175.00	124,655.79	165,000.00	60,000.00	60,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	195,000.00	179,136.27	197,086.18	159,673.31	205,175.00	183,212.21	213,000.00	108,000.00	108,000.00
	Division: 522 - Fire Service Total:	3,880,776.00	3,733,862.26	4,077,587.72	4,169,640.77	4,766,077.00	4,650,672.62	4,621,087.12	4,234,734.07	4,348,734.07

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 523 - Fire Marshall										
ExpCategory: 1 - Salaries And Benefits										
100-523-101.00	Salaries	250,200.06	250,122.41	286,979.87	288,630.79	355,000.00	358,065.00	414,941.67	338,000.00	338,000.00
100-523-102.00	Salaries Overtime	29,155.00	29,154.20	20,000.00	22,209.48	28,000.00	25,293.13	16,000.00	16,000.00	16,000.00
100-523-105.00	Salaries Duty Sessions	555.00	552.00	42,000.10	35,219.23	40,000.00	39,816.50	40,240.33	36,000.00	36,000.00
100-523-120.00	Payroll Taxes	22,095.00	21,936.38	27,961.13	26,495.88	33,233.00	32,229.28	35,212.61	35,212.61	35,212.61
100-523-121.00	Workers' Compensation	6,400.00	6,383.18	4,380.00	4,375.60	3,505.00	3,502.59	4,378.68	4,378.68	4,378.68
100-523-122.00	Texas Employment Commissi...	100.00	40.77	60.00	56.21	900.00	819.01	819.00	819.00	819.00
100-523-123.00	Retirement Contribution	41,290.00	41,287.73	42,000.40	44,162.35	62,816.00	56,083.00	61,402.62	61,402.62	61,402.62
100-523-124.00	Health Insurance	40,500.00	40,147.99	50,069.58	49,907.57	0.00	0.00			
100-523-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	64,211.00	64,210.82	81,158.88	81,158.88	81,158.88
100-523-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	2,590.00	2,568.96	3,177.84	3,177.84	3,177.84
100-523-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	200.40	202.80	234.20	234.20	234.20
100-523-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	785.00	775.47	930.84	930.84	930.84
100-523-125.00	Flex Plan Reimb. Fees	200.00	199.50	260.00	258.00	0.00	0.00			
100-523-135.00	Hsa Contribution	0.00	0.00	0.00	0.00	1,650.00	1,650.00			
100-523-140.00	Longevity	1,045.00	1,042.00	1,296.00	1,228.00	1,488.00	1,298.00	1,440.00	1,440.00	1,440.00
100-523-141.00	Incentive-bilingual	210.00	210.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00
100-523-143.00	Cert. Ff Advanace (ff_a)	1,700.00	1,650.00	1,800.00	1,800.00	1,350.00	1,350.00	1,200.00	1,200.00	1,200.00
100-523-144.00	Cert. Fire Instruct I (ffin)	849.50	825.00	900.00	900.00	675.00	675.00	600.00	600.00	600.00
100-523-145.00	Cert. Structural Colpse (ffsc)	313.00	300.00	300.00	300.00	75.00	75.00			
100-523-146.00	Cert. Haz Mat Tech (ffhm)	313.00	300.00	300.00	300.00	75.00	75.00			
100-523-147.00	Cert. Emt Intermediate (ffeif)	0.00	0.00	0.00	150.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
100-523-148.00	Cert. Emt Paramedic (ffep)	7,185.00	7,014.00	8,016.00	7,682.00	1,002.00	1,002.00			
100-523-153.00	Certification-fto	625.00	612.50	600.00	650.00	1,875.00	1,875.00	1,800.00	1,800.00	1,800.00
100-523-154.00	Certification-tcole Intermediate..	500.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00
100-523-155.00	Certification-tcole Advance (ai)	815.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00
100-523-156.00	Certification-tcole Master (mas...	0.00	0.00	0.00	90.00	1,080.00	1,080.00	1,080.00	1,080.00	1,080.00
100-523-157.00	Certification-advanced Accident..	0.00	0.00	0.00	0.00	225.00	225.00	300.00	300.00	300.00
100-523-161.00	Education Pay Bachelors (bpd)	625.00	600.00	600.00	600.00	150.00	150.00			

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-523-162.00	Education Pay Masters (mpd)	810.00	810.00	1,080.00	990.00	0.00	0.00			
	ExpCategory: 1 - Salaries And Benefits Total:	405,485.56	404,447.66	490,223.08	487,625.11	604,305.40	596,441.56	668,336.67	587,154.67	587,154.67
	ExpCategory: 2 - Supplies									
100-523-270.00	Office Supplies	2,710.00	3,024.29	1,500.00	1,606.19	4,700.00	3,466.43	2,000.00	2,000.00	2,000.00
100-523-272.00	Small Tools/equipments	5,130.00	7,868.02	3,000.00	7,364.21	6,300.00	4,955.11	2,000.00	2,000.00	2,000.00
100-523-275.00	Janitorial Supplies	300.00	309.83	100.00	49.98	1,000.00	591.79	1,000.00	500.00	500.00
100-523-280.00	Evidence Supplies	179.84	887.78	1,500.00	69.64	2,500.00	743.64	1,500.00	1,000.00	1,000.00
	ExpCategory: 2 - Supplies Total:	8,319.84	12,089.92	6,100.00	9,090.02	14,500.00	9,756.97	6,500.00	5,500.00	5,500.00
	ExpCategory: 3 - Services									
100-523-364.00	Equipment Rental	0.00	0.00	705.00	29.75	3,055.00	2,700.68	2,700.00	2,000.00	2,000.00
100-523-375.00	Professional Services	0.00	0.00	1,122.83	595.00	1,500.00	0.00	1,500.00	500.00	500.00
100-523-376.00	Software Subscription Service	10,240.00	10,232.80	25,200.00	18,120.07	36,200.00	21,286.10	36,200.00	18,000.00	36,200.00
100-523-392.00	Website	600.00	600.00	858.98	778.80	1,900.00	879.50	500.00	500.00	500.00
100-523-395.00	Contract Labor	5,640.44	5,638.44	0.00	0.00	0.00	0.00			
	ExpCategory: 3 - Services Total:	16,480.44	16,471.24	27,886.81	19,523.62	42,655.00	24,866.28	40,900.00	21,000.00	39,200.00
	ExpCategory: 4 - Utilities									
100-523-466.00	Mobile Phone	7,055.00	7,051.58	7,370.40	7,339.15	3,700.00	3,655.48	3,240.00	3,240.00	3,240.00
100-523-467.00	Data Circuit	0.00	0.00	1,647.79	1,647.79	4,370.00	4,117.50	3,720.00	3,720.00	3,720.00
100-523-470.00	Cable	1,600.00	1,598.89	2,135.39	2,135.39	2,160.00	1,955.07	2,160.00	2,160.00	2,160.00
	ExpCategory: 4 - Utilities Total:	8,655.00	8,650.47	11,153.58	11,122.33	10,230.00	9,728.05	9,120.00	9,120.00	9,120.00
	ExpCategory: 5 - Captial Outlay									
100-523-561.CJ	Capital Asset-stand Alone	0.00	54,891.71	0.00	7,913.12	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	54,891.71	0.00	7,913.12	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-523-669.00	Dues & Membership	1,780.16	495.00	2,000.00	568.23	2,500.00	1,700.05	2,000.00	1,500.00	1,500.00
100-523-670.00	Employee Relations	165.00	160.96	0.00	0.00	700.00	652.42	600.00	600.00	600.00
100-523-671.00	Fuel	19,800.00	18,159.50	8,000.00	11,193.25	14,000.00	11,951.57	12,000.00	10,000.00	10,000.00
100-523-674.00	Postage & Courier Service	150.00	85.93	200.00	183.29	200.00	90.50	200.00	200.00	200.00
100-523-676.00	Public Relations	300.00	300.00	1,475.00	0.00	1,445.00	25.98	2,000.00	2,000.00	2,000.00
100-523-679.00	Travel - Training	9,255.00	7,707.76	13,000.00	11,063.20	11,000.00	8,110.49	7,500.00	7,500.00	7,500.00
100-523-680.00	Uniform	2,500.00	2,470.75	11,000.00	7,746.67	18,600.00	18,118.92	11,000.00	11,000.00	11,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-523-686.00 Oil & Filter	75.00	35.74	125.00	86.90	350.00	339.63	125.00	125.00	125.00
ExpCategory: 6 - Other Expenses Total:	34,025.16	29,415.64	35,800.00	30,841.54	48,795.00	40,989.56	35,425.00	32,925.00	32,925.00
ExpCategory: 7 - Repair And Maintenance									
100-523-711.00 Rm - Equipment	3,000.00	2,119.27	4,700.00	667.00	3,400.00	2,271.62	5,000.00	3,000.00	3,000.00
100-523-713.00 Rm - Vehicles	11,000.00	7,710.10	14,000.00	12,902.79	13,825.00	11,660.00	5,000.00	5,000.00	5,000.00
ExpCategory: 7 - Repair And Maintenance Total:	14,000.00	9,829.37	18,700.00	13,569.79	17,225.00	13,931.62	10,000.00	8,000.00	8,000.00
Division: 523 - Fire Marshall Total:	486,966.00	535,796.01	589,863.47	579,685.53	737,710.40	695,714.04	770,281.67	663,699.67	681,899.67

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 524 - Emergency Management										
ExpCategory: 1 - Salaries And Benefits										
100-524-101.00	Salaries	1,965.00	1,962.48	55,875.44	59,239.16	0.01	0.00			
100-524-120.00	Payroll Taxes	0.00	0.00	4,289.80	4,496.58	0.01	0.60			
100-524-122.00	Texas Employment Commissi...	0.00	0.00	9.00	9.00	0.01	0.00			
100-524-123.00	Retirement Contribution	0.00	0.00	7,800.14	8,080.07	0.01	1.08			
100-524-124.00	Health Insurance	0.00	0.00	8,999.96	8,966.75	0.00	0.00			
100-524-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	0.01	1.20			
100-524-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	0.01	0.03			
100-524-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	0.01	0.01			
100-524-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	0.00	0.02			
100-524-125.00	Flex Plan Reimb. Fees	11.00	10.50	50.00	8.25	0.00	0.00			
100-524-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	0.01	1.75			
100-524-140.00	Longevity	8.00	8.00	200.00	192.00	0.01	8.00			
ExpCategory: 1 - Salaries And Benefits Total:		1,984.00	1,980.98	78,224.34	81,991.81	0.09	12.69	0.00	0.00	0.00
ExpCategory: 2 - Supplies										
100-524-270.00	Office Supplies	100.00	66.99	400.00	398.51	0.00	0.00			
100-524-272.00	Small Tools/equipments	1,000.00	989.94	600.00	0.00	0.00	0.00			
ExpCategory: 2 - Supplies Total:		1,100.00	1,056.93	1,000.00	398.51	0.00	0.00	0.00	0.00	0.00
ExpCategory: 3 - Services										
100-524-372.00	Medical Services	9,000.00	9,000.00	9,000.00	7,500.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
100-524-375.00	Professional Services	1,200.00	0.00	0.00	0.00	0.00	0.00			
ExpCategory: 3 - Services Total:		10,200.00	9,000.00	9,000.00	7,500.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
ExpCategory: 4 - Utilities										
100-524-465.00	Landline	800.00	767.00	0.00	0.00	0.00	0.00			
100-524-466.00	Mobile Phone	4,600.00	4,535.25	3,000.00	2,924.56	0.00	0.00			
100-524-467.00	Data Circuit	0.00	0.00	161.00	160.52	0.00	0.00			
100-524-470.00	Cable	280.00	278.42	308.72	308.72	340.00	309.19	300.00	300.00	300.00
ExpCategory: 4 - Utilities Total:		5,680.00	5,580.67	3,469.72	3,393.80	340.00	309.19	300.00	300.00	300.00
ExpCategory: 6 - Other Expenses										
100-524-661.00	Bus Meals And Travel Exp	0.00	0.00	400.00	0.00	0.00	0.00			
100-524-668.00	Emergencies and Disasters	0.00	0.00	0.00	0.00	100,000.00	19,191.26			

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025		
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-524-669.00	Dues & Membership	425.00	424.00	675.00	424.00	0.00	0.00			
100-524-674.00	Postage & Courier Service	0.00	0.00	300.00	0.00	0.00	0.00			
100-524-679.00	Travel - Training	2,650.00	2,635.28	5,000.00	4,057.99	0.00	0.00			
100-524-680.00	Uniform	0.00	0.00	100.00	0.00	0.00	0.00			
100-524-686.00	Oil & Filter	0.00	0.00	175.00	162.92	345.00	344.22	175.00	175.00	175.00
ExpCategory: 6 - Other Expenses Total:		3,075.00	3,059.28	6,650.00	4,644.91	100,345.00	19,535.48	175.00	175.00	175.00
ExpCategory: 7 - Repair And Maintenance										
100-524-711.00	Rm - Equipment	511.00	2.00	4,000.00	0.00	2,830.00	0.00	3,000.00	3,000.00	3,000.00
100-524-713.00	Rm - Vehicles	400.00	239.50	3,000.00	1,663.80	2,960.00	1,473.23	3,000.00	2,000.00	2,000.00
100-524-713.CD	Rm - Vehicles - Covid 19	3,800.00	3,800.00	0.00	0.00	0.00	0.00			
ExpCategory: 7 - Repair And Maintenance Total:		4,711.00	4,041.50	7,000.00	1,663.80	5,790.00	1,473.23	6,000.00	5,000.00	5,000.00
Division: 524 - Emergency Management Total:		26,750.00	24,719.36	105,344.06	99,592.83	115,475.09	30,330.59	15,475.00	14,475.00	14,475.00

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 530 - Civic Center										
ExpCategory: 1 - Salaries And Benefits										
100-530-101.00	Salaries	80,266.00	72,949.76	167,545.57	167,776.36	175,600.00	178,152.04	183,405.61	175,000.00	183,405.00
100-530-102.00	Salaries Overtime	2,000.00	802.93	2,040.00	1,024.25	2,040.00	868.34	2,040.00	1,000.00	1,000.00
100-530-103.00	Salaries Part Time	16,000.00	6,571.08	34,299.58	24,645.38	22,780.00	22,188.91	38,102.42	25,000.00	25,000.00
100-530-120.00	Payroll Taxes	6,450.00	6,548.11	16,043.74	14,768.93	15,500.00	15,351.45	17,338.69	17,338.69	17,338.69
100-530-121.00	Workers' Compensation	170.00	168.63	300.00	279.88	400.00	400.00	246.10	246.10	246.10
100-530-122.00	Texas Employment Commissi...	149.00	77.39	150.00	41.14	450.00	459.28	468.00	468.00	468.00
100-530-123.00	Retirement Contribution	11,708.00	11,381.46	23,800.23	23,617.68	25,500.00	26,311.97	27,367.23	27,367.23	27,367.23
100-530-124.00	Health Insurance	11,065.00	6,720.81	20,026.73	20,015.60	0.00	0.00			
100-530-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	22,000.00	21,981.20	19,855.20	19,855.20	19,855.20
100-530-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	590.00	590.88	463.68	463.68	463.68
100-530-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	100.00	93.60	93.60	93.60	93.60
100-530-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	400.00	398.64	431.52	431.52	431.52
100-530-125.00	Flex Plan Reimb. Fees	36.00	39.37	65.00	64.50	0.00	0.00			
100-530-130.00	Vehicle/ Cell Phone Allowance	2,400.00	2,400.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
100-530-140.00	Longevity	525.00	504.00	1,046.00	1,006.00	1,104.00	1,096.00	1,152.00	1,152.00	1,152.00
	ExpCategory: 1 - Salaries And Benefits Total:	130,769.00	108,163.54	270,116.85	258,039.72	271,264.00	272,692.31	295,764.05	273,216.02	281,621.02
ExpCategory: 2 - Supplies										
100-530-270.00	Office Supplies	800.00	516.16	1,200.00	972.43	800.00	469.91	2,000.00	1,000.00	1,000.00
100-530-272.00	Small Tools/equipments	100.00	103.46	500.00	325.06	400.00	147.53	800.00	500.00	1,500.00
100-530-275.00	Janitorial Supplies	300.00	799.59	1,460.00	1,117.55	1,200.00	1,150.32	2,500.00	2,500.00	2,500.00
	ExpCategory: 2 - Supplies Total:	1,200.00	1,419.21	3,160.00	2,415.04	2,400.00	1,767.76	5,300.00	4,000.00	5,000.00
ExpCategory: 3 - Services										
100-530-367.00	Janitorial Service	0.00	0.00	41,204.00	40,104.00	40,350.00	38,923.00	40,500.00	40,500.00	40,500.00
	ExpCategory: 3 - Services Total:	0.00	0.00	41,204.00	40,104.00	40,350.00	38,923.00	40,500.00	40,500.00	40,500.00
ExpCategory: 4 - Utilities										
100-530-461.00	Electricity	0.00	0.00	23,000.00	15,382.76	10,500.00	8,943.63	23,000.00	15,000.00	15,000.00
100-530-463.00	Water Sewer	0.00	0.00	10,146.63	10,146.63	5,000.00	3,892.02	8,400.00	8,400.00	8,400.00
100-530-465.00	Landline	0.00	0.00	1,860.00	1,811.71	2,250.00	1,751.54	1,860.00	1,860.00	1,860.00
	ExpCategory: 4 - Utilities Total:	0.00	0.00	35,006.63	27,341.10	17,750.00	14,587.19	33,260.00	25,260.00	25,260.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
ExpCategory: 6 - Other Expenses										
100-530-669.00		Dues & Membership	0.00	0.00	90.00	81.53	100.00	87.94	100.00	100.00
100-530-670.00		Employee Relations	200.00	99.72	300.00	36.94	100.00	80.00	300.00	300.00
	ExpCategory: 6 - Other Expenses Total:		200.00	99.72	390.00	118.47	200.00	167.94	400.00	400.00
ExpCategory: 7 - Repair And Maintenance										
100-530-710.00		Rm - Building & Ground	25,460.00	0.00	12,908.68	11,897.42	11,270.00	10,314.52	10,500.00	10,500.00
100-530-711.00		Rm - Equipment	0.00	0.00	149.00	97.49	0.00	0.00		
	ExpCategory: 7 - Repair And Maintenance Total:		25,460.00	0.00	13,057.68	11,994.91	11,270.00	10,314.52	10,500.00	10,500.00
	Division: 530 - Civic Center Total:		157,629.00	109,682.47	362,935.16	340,013.24	343,234.00	338,452.72	385,724.05	353,876.02

Budget Worksheet

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Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 531 - Recreation										
ExpCategory: 1 - Salaries And Benefits										
100-531-102.00	Salaries Overtime	7,900.00	7,672.55	6,000.00	9,193.47	10,500.00	10,498.60	6,000.00	6,000.00	6,000.00
100-531-103.00	Salaries Part Time	83,000.00	79,562.21	139,999.84	124,765.75	125,000.00	127,131.47	160,467.29	125,000.00	125,000.00
100-531-120.00	Payroll Taxes	7,000.00	6,877.74	11,168.51	10,202.78	10,500.00	10,528.82	12,275.74	12,275.74	12,275.74
100-531-121.00	Workers' Compensation	1,050.00	1,049.13	1,250.00	1,238.24	1,050.00	1,050.00	3,235.22	3,235.22	3,235.22
100-531-122.00	Texas Employment Commissi...	1,200.00	1,032.02	200.00	105.98	1,690.00	1,312.87	1,989.00	1,000.00	1,000.00
	ExpCategory: 1 - Salaries And Benefits Total:	100,150.00	96,193.65	158,618.35	145,506.22	148,740.00	150,521.76	183,967.25	147,510.96	147,510.96
ExpCategory: 2 - Supplies										
100-531-270.00	Office Supplies	100.00	32.78	100.00	2.81	100.00	37.96	150.00	150.00	150.00
100-531-272.00	Small Tools/equipments	0.00	0.00	0.00	0.00	245.95	242.03			3,500.00
100-531-275.00	Janitorial Supplies	415.00	411.31	800.00	537.62	600.00	430.71	1,500.00	500.00	500.00
100-531-276.00	Pool Supplies	44,900.00	44,775.45	50,000.00	49,194.99	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	45,415.00	45,219.54	50,900.00	49,735.42	945.95	710.70	1,650.00	650.00	4,150.00
ExpCategory: 4 - Utilities										
100-531-461.00	Electricity	15,000.00	12,326.58	0.00	0.00	0.00	0.00			
100-531-462.00	Natural Gas	13,000.00	12,555.51	0.00	0.00	0.00	0.00			
100-531-463.00	Water Sewer	8,000.00	6,764.05	0.00	0.00	0.00	0.00			
	ExpCategory: 4 - Utilities Total:	36,000.00	31,646.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
100-531-665.00	Community Events	41,500.00	22,394.40	100,000.00	93,001.60	148,000.00	111,242.23	148,000.00	100,000.00	148,000.00
100-531-669.00	Dues & Membership	100.00	60.00	0.00	0.00	0.00	0.00			
100-531-680.00	Uniform	0.00	0.00	900.00	560.00	1,100.00	922.00	1,100.00	1,100.00	1,100.00
100-531-687.00	Rental Property	0.00	3,555.00	0.00	0.00	0.00	0.00			
	ExpCategory: 6 - Other Expenses Total:	41,600.00	26,009.40	100,900.00	93,561.60	149,100.00	112,164.23	149,100.00	101,100.00	149,100.00
ExpCategory: 7 - Repair And Maintenance										
100-531-710.00	Rm - Building & Ground	74,885.00	62,861.41	9,700.00	5,525.78	0.00	0.00			
100-531-711.00	Rm - Equipment	0.00	0.00	500.00	489.36	0.00	0.00			
	ExpCategory: 7 - Repair And Maintenance Total:	74,885.00	62,861.41	10,200.00	6,015.14	0.00	0.00	0.00	0.00	0.00
	Division: 531 - Recreation Total:	298,050.00	261,930.14	320,618.35	294,818.38	298,785.95	263,396.69	334,717.25	249,260.96	300,760.96

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 540 - Municipal Court										
ExpCategory: 1 - Salaries And Benefits										
100-540-101.00	Salaries	265,030.42	251,811.86	277,744.66	278,382.53	292,000.00	296,349.58	305,100.15	290,000.00	313,000.00
100-540-102.00	Salaries Overtime	750.00	449.54	1,000.00	105.07	1,000.00	204.01	1,000.00	1,000.00	1,000.00
100-540-107.00	Judges Compensation	77,809.58	77,806.08	75,000.00	71,812.50	65,000.00	52,962.50	90,000.00	60,000.00	60,000.00
100-540-108.00	Prosecutor Compensation	48,400.00	48,400.00	38,000.00	35,400.00	40,000.00	24,800.00	52,801.50	30,000.00	30,000.00
100-540-120.00	Payroll Taxes	30,800.00	29,816.00	30,737.94	29,099.09	30,800.00	28,339.61	34,591.39	34,591.39	35,391.39
100-540-121.00	Workers' Compensation	2,360.00	2,351.29	690.00	683.15	500.00	488.91	495.86	495.86	565.86
100-540-122.00	Texas Employment Commissi...	500.00	443.25	100.00	86.28	1,000.00	991.72	1,404.00	1,404.00	1,404.00
100-540-123.00	Retirement Contribution	39,225.00	39,218.36	36,749.96	38,026.23	43,034.00	43,170.63	45,594.13	45,594.13	47,094.13
100-540-124.00	Health Insurance	72,675.00	71,006.87	66,109.75	66,083.51	0.00	0.00			
100-540-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	68,000.00	67,090.00	71,290.32	71,290.32	71,290.32
100-540-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	2,260.00	2,104.08	2,260.80	2,260.80	2,260.80
100-540-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	260.00	230.10	234.00	234.00	234.00
100-540-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	675.00	649.62	718.90	718.90	718.90
100-540-125.00	Flex Plan Reimb. Fees	340.00	309.75	270.00	268.50	0.00	0.00			
100-540-130.00	Vehicle/ Cell Phone Allowance	5,515.00	5,512.50	5,700.00	5,700.00	5,700.00	5,700.00	5,700.00	5,700.00	5,700.00
100-540-135.00	Hsa Contribution	0.00	0.00	1,000.00	1,000.00	1,200.00	1,200.00			
100-540-140.00	Longevity	3,000.00	2,880.00	2,974.00	2,862.00	3,168.00	2,996.00	3,360.00	3,360.00	3,360.00
100-540-141.00	Incentive-bilingual	1,245.00	1,230.00	1,380.00	1,395.00	1,440.00	1,395.00	1,440.00	1,440.00	1,440.00
	ExpCategory: 1 - Salaries And Benefits Total:	547,650.00	531,235.50	537,456.31	530,903.86	556,037.00	528,671.76	615,991.05	548,089.40	573,459.40
ExpCategory: 2 - Supplies										
100-540-270.00	Office Supplies	6,150.00	6,147.27	4,055.00	2,641.76	3,500.00	3,362.85	4,000.00	4,000.00	4,000.00
100-540-272.00	Small Tools/equipments	750.00	745.00	1,200.00	1,037.54	0.00	0.00			
100-540-275.00	Janitorial Supplies	100.00	95.22	0.00	0.00	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	7,000.00	6,987.49	5,255.00	3,679.30	3,500.00	3,362.85	4,000.00	4,000.00	4,000.00
ExpCategory: 3 - Services										
100-540-375.00	Professional Services	500.00	180.00	360.00	360.00	500.00	180.00	1,000.00	500.00	500.00
100-540-382.00	Collecton Service	100,000.00	85,373.53	0.00	0.00	0.00	0.00			
100-540-395.00	Contract Labor	3,250.00	3,247.50	0.00	0.00	0.00	0.00			
	ExpCategory: 3 - Services Total:	103,750.00	88,801.03	360.00	360.00	500.00	180.00	1,000.00	500.00	500.00

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
ExpCategory: 4 - Utilities										
100-540-465.00	Landline	650.00	646.51	0.00	0.00	0.00	0.00			
100-540-466.00	Mobile Phone	225.00	225.00	0.00	0.00	0.00	0.00			
100-540-470.00	Cable	90.00	75.00	121.90	121.66	135.00	132.19	100.00	100.00	100.00
	ExpCategory: 4 - Utilities Total:	965.00	946.51	121.90	121.66	135.00	132.19	100.00	100.00	100.00
ExpCategory: 6 - Other Expenses										
100-540-669.00	Dues & Membership	0.00	535.00	0.00	0.00	0.00	0.00			
100-540-670.00	Employee Relations	875.00	915.17	950.00	1,013.35	800.00	676.59	500.00	500.00	500.00
100-540-674.00	Postage & Courier Service	6,400.00	6,395.85	4,835.00	5,156.18	3,200.00	2,868.11	5,000.00	5,000.00	5,000.00
100-540-676.00	Public Relations	2,375.00	2,666.24	0.00	-291.20	0.00	0.00			
100-540-680.00	Uniform	150.00	144.00	0.00	0.00	150.00	118.00	200.00	200.00	200.00
	ExpCategory: 6 - Other Expenses Total:	9,800.00	10,656.26	5,785.00	5,878.33	4,150.00	3,662.70	5,700.00	5,700.00	5,700.00
	Division: 540 - Municipal Court Total:	669,165.00	638,626.79	548,978.21	540,943.15	564,322.00	536,009.50	626,791.05	558,389.40	583,759.40

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 541 - Stafford Centre										
ExpCategory: 1 - Salaries And Benefits										
100-541-101.00	Salaries	460,419.00	460,377.45	0.00	0.00	0.00	0.00			
100-541-103.00	Salaries Part Time	94,375.00	94,374.14	0.00	0.00	0.00	0.00			
100-541-107.00	Salaries - Sales Commission	26,000.00	26,000.00	0.00	0.00	0.00	0.00			
100-541-120.00	Payroll Taxes	73,780.00	73,775.03	0.00	0.00	0.00	0.00			
100-541-121.00	Workers' Compensation	12.00	0.00	0.00	0.00	0.00	0.00			
100-541-122.00	Texas Employment Commissi...	975.00	963.46	0.00	0.00	0.00	0.00			
100-541-123.00	Retirement Contribution	12,738.00	12,730.98	0.00	0.00	0.00	0.00			
100-541-124.00	Health Insurance	82,744.00	82,265.17	0.00	0.00	0.00	0.00			
	ExpCategory: 1 - Salaries And Benefits Total:	751,043.00	750,486.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 2 - Supplies										
100-541-270.00	Office Supplies	6,100.00	4,525.43	0.00	0.00	0.00	0.00			
100-541-272.00	Small Tools/equipments	53,720.00	39,365.54	0.00	0.00	0.00	0.00			
100-541-278.00	Resale Items	4,790.00	3,938.92	0.00	0.00	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	64,610.00	47,829.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 3 - Services										
100-541-364.00	Equipment Rental	2,000.00	400.00	0.00	0.00	0.00	0.00			
100-541-365.00	Financial Services	25,650.00	25,647.50	0.00	0.00	0.00	0.00			
100-541-367.00	Janitorial Service	250,605.00	250,602.25	0.00	0.00	0.00	0.00			
100-541-368.00	Landscape Service	37,125.00	37,124.20	0.00	0.00	0.00	0.00			
100-541-373.00	Pest Control Service	4,200.00	2,191.00	0.00	0.00	0.00	0.00			
100-541-374.00	Printing-scanning Services	760.00	758.84	0.00	0.00	0.00	0.00			
100-541-375.00	Professional Services	81,746.00	81,744.07	0.00	0.00	0.00	0.00			
100-541-377.00	Gargage Collection Service	12,950.00	12,935.98	0.00	0.00	0.00	0.00			
100-541-393.00	Entertainment Service	150,370.00	138,000.00	0.00	0.00	0.00	0.00			
100-541-396.00	Sc Management Fees	202,592.00	185,709.04	0.00	0.00	0.00	0.00			
100-541-397.00	Sc Management Fees-bonus	39,338.00	39,338.18	0.00	0.00	0.00	0.00			
	ExpCategory: 3 - Services Total:	807,336.00	774,451.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 4 - Utilities										
100-541-461.00	Electricity	158,545.00	155,818.28	0.00	0.00	0.00	0.00			
100-541-462.00	Natural Gas	22,845.00	22,843.59	0.00	0.00	0.00	0.00			

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
100-541-463.00	Water Sewer	25,920.00	22,927.21	0.00	0.00	0.00	0.00			
100-541-465.00	Landline	17,930.00	17,927.62	0.00	0.00	0.00	0.00			
100-541-469.00	Internet	4,500.00	3,980.64	0.00	0.00	0.00	0.00			
	ExpCategory: 4 - Utilities Total:	229,740.00	223,497.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 5 - Captial Outlay									
100-541-561.00	Capital Asset-stand Alone	31,376.00	62,752.56	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	31,376.00	62,752.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 6 - Other Expenses									
100-541-600.00	Operating Loss Stafford Centre	0.00	0.00	0.00	0.00	0.00	0.00			
100-541-661.00	Bus Meals And Travel Exp	2,500.00	2,190.43	0.00	0.00	0.00	0.00			
100-541-665.00	Community Events	10,277.00	10,276.70	0.00	0.00	0.00	0.00			
100-541-669.00	Dues & Membership	2,800.00	1,669.00	0.00	0.00	0.00	0.00			
100-541-674.00	Postage & Courier Service	800.00	0.00	0.00	0.00	0.00	0.00			
100-541-675.00	Property & Liability Insurance	107,160.00	107,159.33	0.00	0.00	0.00	0.00			
100-541-688.00	Advertising & Marketing	22,008.00	21,998.62	0.00	0.00	0.00	0.00			
	ExpCategory: 6 - Other Expenses Total:	145,545.00	143,294.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 7 - Repair And Maintenance									
100-541-710.00	Rm - Building & Ground	31,670.00	29,767.46	0.00	0.00	0.00	0.00			
100-541-711.00	Rm - Equipment	1,000.00	0.00	0.00	0.00	0.00	0.00			
100-541-714.00	Rm - Air Condition	37,130.00	37,129.27	0.00	0.00	0.00	0.00			
	ExpCategory: 7 - Repair And Maintenance Total:	69,800.00	66,896.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Division: 541 - Stafford Centre Total:	2,099,450.00	2,069,207.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 542 - Human Resources										
ExpCategory: 1 - Salaries And Benefits										
100-542-101.00	Salaries	147,938.00	144,222.35	169,619.60	169,143.62	174,110.00	174,109.90	183,441.60	175,000.00	175,000.00
100-542-103.00	Salaries Part Time	0.00	0.00	14,500.00	15,700.50	15,620.00	15,978.60	18,981.00	16,000.00	26,550.00
100-542-120.00	Payroll Taxes	11,650.00	11,647.81	16,045.14	14,712.26	14,586.00	14,913.95	15,451.31	15,451.31	16,258.31
100-542-121.00	Workers' Compensation	285.00	283.19	250.00	246.05	225.00	221.58	225.25	225.25	225.25
100-542-122.00	Texas Employment Commissi...	600.00	584.54	30.00	28.56	420.00	394.96	351.00	351.00	351.00
100-542-123.00	Retirement Contribution	21,560.00	21,552.95	24,999.53	25,167.07	25,312.00	26,592.71	27,348.14	27,348.14	31,208.14
100-542-124.00	Health Insurance	25,380.00	25,378.25	26,499.98	26,460.46	0.00	0.00			
100-542-124.01	Health Insurance-Medical	0.00	0.00	0.00	0.00	30,000.00	29,242.02	24,194.40	24,194.40	24,194.40
100-542-124.02	Health Insurance-Dental	0.00	0.00	0.00	0.00	1,100.00	1,010.96	872.88	872.88	872.88
100-542-124.03	Health Insurance-Life & AD	0.00	0.00	0.00	0.00	110.00	97.37	93.60	93.60	93.60
100-542-124.04	Health Insurance-LTD	0.00	0.00	0.00	0.00	400.00	409.27	431.21	431.21	431.21
100-542-130.00	Vehicle/ Cell Phone Allowance	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
100-542-134.00	Short Term Disability	20,000.00	13,198.28	20,000.00	11,800.62	16,000.00	10,941.64	20,000.00	13,000.00	13,000.00
100-542-135.00	Hsa Contribution	0.00	0.00	2,000.00	2,000.00	1,200.00	1,200.00			
100-542-140.00	Longevity	345.00	344.00	460.00	442.00	576.00	534.00	624.00	624.00	624.00
100-542-141.00	Incentive-bilingual	0.00	0.00	360.00	345.00	360.00	360.00	360.00	360.00	360.00
ExpCategory: 1 - Salaries And Benefits Total:		232,558.00	222,011.37	279,564.25	270,846.14	284,819.00	280,806.96	297,174.39	278,751.79	293,968.79
ExpCategory: 2 - Supplies										
100-542-270.00	Office Supplies	1,400.00	393.31	725.00	684.06	1,500.00	1,406.92	800.00	800.00	800.00
100-542-271.00	Computer Supplies	276.00	276.00	3,466.00	3,075.67	260.00	0.00	800.00	800.00	800.00
100-542-272.00	Small Tools/equipments	0.00	0.00	2,099.00	2,099.00	0.00	0.00			
ExpCategory: 2 - Supplies Total:		1,676.00	669.31	6,290.00	5,858.73	1,760.00	1,406.92	1,600.00	1,600.00	1,600.00
ExpCategory: 3 - Services										
100-542-361.00	Consulting Service	42,000.00	42,000.00	42,000.00	42,000.00	42,000.00	41,147.71	42,000.00	33,000.00	43,000.00
100-542-364.00	Equipment Rental	294.00	294.00	507.00	507.00	480.00	468.00	480.00	480.00	480.00
100-542-375.00	Professional Services	25,366.94	21,230.00	2,315.00	1,804.46	9,320.00	7,242.96	9,320.00	6,000.00	6,000.00
100-542-376.00	Software Subscription Service	3,802.00	4,051.00	3,733.00	3,733.00	3,300.00	2,814.00	3,300.00	3,300.00	3,300.00
ExpCategory: 3 - Services Total:		71,462.94	67,575.00	48,555.00	48,044.46	55,100.00	51,672.67	55,100.00	42,780.00	52,780.00
ExpCategory: 4 - Utilities										
100-542-465.00	Landline	691.10	691.10	0.00	0.00	0.00	0.00			

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		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
100-542-466.00	Mobile Phone	795.00	781.74	651.63	651.63	540.00	475.17	600.00	600.00	600.00
	ExpCategory: 4 - Utilities Total:	1,486.10	1,472.84	651.63	651.63	540.00	475.17	600.00	600.00	600.00
	ExpCategory: 6 - Other Expenses									
100-542-669.00	Dues & Membership	219.00	219.00	455.00	427.00	455.00	244.00	455.00	455.00	455.00
100-542-670.00	Employee Relations	20,222.06	20,044.48	27,726.74	27,745.22	20,000.00	19,547.45	20,000.00	15,000.00	10,000.00
100-542-674.00	Postage & Courier Service	0.00	0.00	23.37	17.05	50.00	1.59	50.00	50.00	50.00
100-542-677.00	Recruiting	150.00	75.00	500.00	99.00	300.00	149.46	300.00	300.00	300.00
100-542-679.00	Travel - Training	0.00	0.00	1,724.00	863.70	1,000.00	149.00	2,000.00	2,000.00	
100-542-682.00	Employee Testing	6,692.00	6,217.00	12,000.00	8,798.00	8,500.00	6,319.80	10,000.00	10,000.00	5,000.00
100-542-685.00	Citywide Training	6,911.90	6,735.48	5,233.26	1,581.90	6,145.00	0.00	8,000.00	2,000.00	
	ExpCategory: 6 - Other Expenses Total:	34,194.96	33,290.96	47,662.37	39,531.87	36,450.00	26,411.30	40,805.00	29,805.00	15,805.00
	Division: 542 - Human Resources Total:	341,378.00	325,019.48	382,723.25	364,932.83	378,669.00	360,773.02	395,279.39	353,536.79	364,753.79

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25		
Division: 900 - Miscellaneous											
ExpCategory: 6 - Other Expenses											
100-900-667.00		Deductibles-Claim	0.00	0.00	2,500.00	2,000.00	4,000.00	3,000.00	2,000.00	2,000.00	2,000.00
100-900-693.00		Claims & Judgement	0.00	0.00	0.00	0.00	20,000.00	0.00			
		ExpCategory: 6 - Other Expenses Total:	0.00	0.00	2,500.00	2,000.00	24,000.00	3,000.00	2,000.00	2,000.00	2,000.00
		Division: 900 - Miscellaneous Total:	0.00	0.00	2,500.00	2,000.00	24,000.00	3,000.00	2,000.00	2,000.00	2,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets _____

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 995 - Debt Payment									
ExpCategory: 8 - Debt									
100-995-842.00									
Bond/Lease Interest	0.00	0.00	0.00	826.73	0.00	0.00			
100-995-843.00									
Bond/Lease Principal	0.00	0.00	0.00	89,840.91	0.00	0.00			
100-995-847.00									
Sales Tax Repayment To State	0.00	0.00	142,752.00	142,751.40	142,752.00	130,855.05	142,752.00	142,752.00	142,752.00
ExpCategory: 8 - Debt Total:	0.00	0.00	142,752.00	233,419.04	142,752.00	130,855.05	142,752.00	142,752.00	142,752.00
Division: 995 - Debt Payment Total:	0.00	0.00	142,752.00	233,419.04	142,752.00	130,855.05	142,752.00	142,752.00	142,752.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 999 - Transfers									
ExpCategory: 9 - Transfers									
100-999-915.00 Transfer To Mst	0.00	0.00	2,870,073.00	1,454,560.47	2,596,009.91	0.00			
100-999-950.00 Transfer To Ds	0.00	0.00	851,938.00	851,938.00	849,190.00	849,190.00	850,840.00	850,840.00	850,840.00
ExpCategory: 9 - Transfers Total:	0.00	0.00	3,722,011.00	2,306,498.47	3,445,199.91	849,190.00	850,840.00	850,840.00	850,840.00
Division: 999 - Transfers Total:	0.00	0.00	3,722,011.00	2,306,498.47	3,445,199.91	849,190.00	850,840.00	850,840.00	850,840.00
Expense Total:	24,890,335.14	23,776,492.67	28,231,966.77	26,324,844.94	30,613,465.08	26,021,289.85	29,607,571.01	26,689,471.54	28,271,638.54
Fund: 100 - GENERAL FUND - OPERATING Surplus (Deficit):	-202,966.34	1,592,697.62	794,467.23	1,813,519.76	-425,796.50	1,308,244.78	-3,425,778.98	-213,679.51	-1,757,327.54

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 101 - GENERAL FUND - NON-OPERATING									
Revenue									
RevSubCategory: 10 - Taxes									
RevDept: 90 - Non Department									
101-90-4100.00	Municipal Sales Tax Revenue	6,400,000.00	6,536,815.79	0.00	0.00	0.00			
101-90-4103.01	380 Agreement Rebate	-612,500.00	-533,965.55	0.00	61,535.48	0.00			
101-90-4105.00	1% Peg Fees	35,300.00	34,038.15	31,200.00	28,786.28	26,000.00	24,943.99	31,200.00	26,000.00
	RevDept: 90 - Non Department Total:	5,822,800.00	6,036,888.39	31,200.00	90,321.76	26,000.00	24,943.99	31,200.00	26,000.00
	RevSubCategory: 10 - Taxes Total:	5,822,800.00	6,036,888.39	31,200.00	90,321.76	26,000.00	24,943.99	31,200.00	26,000.00
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
101-90-4500.00	Interest Income	2,300.00	9,880.69	87,700.00	70,406.83	120,000.00	107,507.01	50,000.00	75,000.00
101-90-4510.00	Unrealized Gain-loss	0.00	-14,010.00	0.00	-4,950.00	0.00	18,960.00		
	RevDept: 90 - Non Department Total:	2,300.00	-4,129.31	87,700.00	65,456.83	120,000.00	126,467.01	50,000.00	75,000.00
	RevSubCategory: 15 - Investment Income Total:	2,300.00	-4,129.31	87,700.00	65,456.83	120,000.00	126,467.01	50,000.00	75,000.00
RevSubCategory: 32 - Transfers									
RevDept: 90 - Non Department									
101-90-4910.00	Operating Transfer In-Gen Fund	0.00	0.00	2,870,073.00	1,454,560.47	2,596,009.91	0.00		
101-90-4931.00	Operating Transfer In-hot	0.00	0.00	6,500.00	0.00	0.00	0.00		
	RevDept: 90 - Non Department Total:	0.00	0.00	2,876,573.00	1,454,560.47	2,596,009.91	0.00	0.00	0.00
	RevSubCategory: 32 - Transfers Total:	0.00	0.00	2,876,573.00	1,454,560.47	2,596,009.91	0.00	0.00	0.00
	Revenue Total:	5,825,100.00	6,032,759.08	2,995,473.00	1,610,339.06	2,742,009.91	151,411.00	81,200.00	101,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets _____

	2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Expense									
Division: 501 - Mayor / City Council									
ExpCategory: 6 - Other Expenses									
101-501-688.VP									
Advertising & Marketing	0.00	0.00	0.00	0.00	30,000.00	0.00			
ExpCategory: 6 - Other Expenses Total:	0.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00	0.00
Division: 501 - Mayor / City Council Total:	0.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 502 - Finance										
ExpCategory: 2 - Supplies										
101-502-271.00	Computer Supplies	0.00	0.00	7,500.00	6,004.85	0.00	0.00			
101-502-272.00	Small Tools/equipments	0.00	0.00	3,500.00	3,464.91	0.00	0.00			
101-502-272.FR	Small Tools/equipments-ARPA	0.00	0.00	0.00	0.00	8,520.00	6,407.12			
	ExpCategory: 2 - Supplies Total:	0.00	0.00	11,000.00	9,469.76	8,520.00	6,407.12	0.00	0.00	0.00
ExpCategory: 3 - Services										
101-502-376.00	Software Subscription Service	0.00	0.00	41,700.00	29,642.50	0.00	0.00			
101-502-376.FR	Software Subscription Service-...	0.00	0.00	0.00	0.00	12,057.50	5,005.00			
	ExpCategory: 3 - Services Total:	0.00	0.00	41,700.00	29,642.50	12,057.50	5,005.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay										
101-502-561.00	Capital Asset-stand Alone	22,190.00	3,273.49	0.00	0.00	0.00	0.00			
101-502-571.00	Software	2,000.00	2,000.00	0.00	0.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	24,190.00	5,273.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Division: 502 - Finance Total:	24,190.00	5,273.49	52,700.00	39,112.26	20,577.50	11,412.12	0.00	0.00	0.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 503 - City Administration (General Government									
ExpCategory: 3 - Services									
101-503-375.FR Professional Services-ARPA	0.00	0.00	0.00	0.00	600.00	240.00			
ExpCategory: 3 - Services Total:	0.00	0.00	0.00	0.00	600.00	240.00	0.00	0.00	0.00
Division: 503 - City Administration (General Government Total:	0.00	0.00	0.00	0.00	600.00	240.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 505 - Multimedia									
ExpCategory: 2 - Supplies									
101-505-272.00									
Small Tools/equipments	0.00	0.00	1,930.88	1,930.74	0.00	0.00			
ExpCategory: 2 - Supplies Total:	0.00	0.00	1,930.88	1,930.74	0.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
101-505-561.FR									
Capital Asset-stand Alone-ARPA	0.00	0.00	0.00	0.00	80,000.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	0.00	80,000.00	0.00	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance									
101-505-711.00									
Rm - Equipment	0.00	0.00	13,069.12	6,724.78	0.00	0.00			
101-505-711.FR									
Rm - Equipment-AARP	0.00	0.00	0.00	0.00	6,609.84	6,564.84			
ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	13,069.12	6,724.78	6,609.84	6,564.84	0.00	0.00	0.00
Division: 505 - Multimedia Total:	0.00	0.00	15,000.00	8,655.52	86,609.84	6,564.84	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 506 - Information Technology										
ExpCategory: 2 - Supplies										
101-506-272.00	Small Tools/equipments	0.00	0.00	0.00	170,689.60	71,556.00	0.00			
101-506-272.FR	Small Tools/equipments-ARPA	0.00	0.00	0.00	0.00	2,214.10	2,214.10			
	ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	170,689.60	73,770.10	2,214.10	0.00	0.00	0.00
ExpCategory: 3 - Services										
101-506-376.FR	Software Subscription Service-...	0.00	0.00	0.00	0.00	102,822.00	42,822.00			
	ExpCategory: 3 - Services Total:	0.00	0.00	0.00	0.00	102,822.00	42,822.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay										
101-506-561.00	Capital Asset-stand Alone	0.00	0.00	454,987.00	173,935.19	0.00	0.00			300,000.00
101-506-561.FR	Capital Asset-stand Alone-AARP	0.00	0.00	0.00	0.00	161,877.90	107,535.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	454,987.00	173,935.19	161,877.90	107,535.00	0.00	0.00	300,000.00
	Division: 506 - Information Technology Total:	0.00	0.00	454,987.00	344,624.79	338,470.00	152,571.10	0.00	0.00	300,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 510 - Permit									
ExpCategory: 2 - Supplies									
101-510-272.00									
Small Tools/equipments	0.00	0.00	0.00	7,095.05	0.00	0.00			
ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	7,095.05	0.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
101-510-561.00									
Capital Asset-stand Alone	0.00	0.00	25,000.00	10,855.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	25,000.00	10,855.00	0.00	0.00	0.00	0.00	0.00
Division: 510 - Permit Total:	0.00	0.00	25,000.00	17,950.05	0.00	0.00	0.00	0.00	0.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 511 - Parks									
ExpCategory: 2 - Supplies									
101-511-272.00									
Small Tools/equipments	0.00	0.00	0.00	0.00	7,000.00	0.00			
ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
101-511-570.00									
Vehicle	0.00	0.00	51,390.00	51,389.20	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	51,390.00	51,389.20	0.00	0.00	0.00	0.00	0.00
Division: 511 - Parks Total:	0.00	0.00	51,390.00	51,389.20	7,000.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 512 - Street										
ExpCategory: 2 - Supplies										
101-512-272.00	Small Tools/equipments	0.00	0.00	0.00	25,722.19	0.00	0.00			
101-512-272.FR	Small Tools/equipments-ARPA	0.00	0.00	0.00	0.00	15,000.00	10,760.00			
	ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	25,722.19	15,000.00	10,760.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay										
101-512-561.00	Capital Asset	0.00	0.00	23,904.00	0.00	0.00	0.00			
101-512-561.FR	Capital Asset-stand Alone-ARPA	0.00	0.00	0.00	0.00	260,000.00	0.00			
101-512-570.00	Vehicle	0.00	0.00	125,763.00	122,168.64	0.00	0.00			
101-512-570.FR	Vehicle-AARP	0.00	0.00	0.00	0.00	400,000.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	149,667.00	122,168.64	660,000.00	0.00	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance										
101-512-716.00	Rm - Street	0.00	0.00	1,325,000.00	332,934.95	69,777.00	69,776.56			
101-512-716.FR	Rm - Street-AARP	0.00	0.00	0.00	0.00	871,522.00	870,959.35			
	ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	1,325,000.00	332,934.95	941,299.00	940,735.91	0.00	0.00	0.00
	Division: 512 - Street Total:	0.00	0.00	1,474,667.00	480,825.78	1,616,299.00	951,495.91	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets _____

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 513 - Fleet									
ExpCategory: 2 - Supplies									
101-513-272.00									
Small Tools/equipments	0.00	0.00	0.00	0.00	5,000.00	0.00			
ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
101-513-561.00									
Capital Asset-stand Alone	0.00	0.00	0.00	0.00	108,500.00	25,500.00			
101-513-561.FR									
Capital Asset-stand Alone-ARPA	0.00	0.00	0.00	0.00	234,000.00	8,648.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	0.00	342,500.00	34,148.00	0.00	0.00	0.00
Division: 513 - Fleet Total:	0.00	0.00	0.00	0.00	347,500.00	34,148.00	0.00	0.00	0.00

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 514 - Public Works Administration									
ExpCategory: 2 - Supplies									
101-514-272.FR									
Small Tools/equipments	0.00	0.00	0.00	0.00	53,811.00	0.00			
ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	0.00	53,811.00	0.00	0.00	0.00	0.00
Division: 514 - Public Works Administration Total:	0.00	0.00	0.00	0.00	53,811.00	0.00	0.00	0.00	0.00

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 515 - Facility									
ExpCategory: 5 - Captial Outlay									
101-515-565.00									
Facility Rehab	0.00	0.00	0.00	0.00	125,000.00	0.00			
101-515-565.FR									
Facility Rehab-AARP	0.00	0.00	0.00	0.00	189,906.00	25,775.22			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	0.00	314,906.00	25,775.22	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance									
101-515-710.FR									
Rm - Building & Ground-ARPA	0.00	0.00	0.00	0.00	31,480.00	6,480.00			
ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	0.00	0.00	31,480.00	6,480.00	0.00	0.00	0.00
Division: 515 - Facility Total:	0.00	0.00	0.00	0.00	346,386.00	32,255.22	0.00	0.00	0.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 517 - Code enforcement									
ExpCategory: 3 - Services									
101-517-376.00									
Software Subscription Service	0.00	0.00	14,000.00	3,345.00	0.00	0.00			
ExpCategory: 3 - Services Total:	0.00	0.00	14,000.00	3,345.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
101-517-561.00									
Capital Asset-stand Alone	0.00	0.00	3,000.00	0.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Division: 517 - Code enforcement Total:	0.00	0.00	17,000.00	3,345.00	0.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 520 - Police Service									
ExpCategory: 2 - Supplies									
101-520-271.00		Computer Supplies	0.00	0.00	0.00	14,679.26	0.00	0.00	
101-520-272.00		Small Tools/equipments	0.00	0.00	0.00	0.00	0.00	41,879.20	41,879.20 47,499.20
		ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	14,679.26	0.00	0.00	41,879.20 41,879.20 47,499.20
ExpCategory: 5 - Captial Outlay									
101-520-561.00		Capital Asset-stand Alone	29,775.00	0.00	12,000.00	0.00	36,935.00	34,101.16	
101-520-570.00		Vehicle	0.00	0.00	306,233.00	43,768.00	12,509.00	12,509.00	
101-520-570.FR		Vehicle-AARP	0.00	0.00	0.00	0.00	245,698.58	209,415.58	
101-520-570.JA		Vehicle-justice Assistance	0.00	0.00	115,533.00	0.00	240,533.00	115,532.92	
		ExpCategory: 5 - Captial Outlay Total:	29,775.00	0.00	433,766.00	43,768.00	535,675.58	371,558.66	0.00 0.00 0.00
ExpCategory: 7 - Repair And Maintenance									
101-520-710.00		Rm - Building & Ground	0.00	0.00	0.00	0.00	800.00	0.00	
		ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	0.00	0.00	800.00	0.00	0.00 0.00 0.00
		Division: 520 - Police Service Total:	29,775.00	0.00	433,766.00	58,447.26	536,475.58	371,558.66	41,879.20 41,879.20 47,499.20

Budget Worksheet

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Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 522 - Fire Service										
ExpCategory: 2 - Supplies										
101-522-272.00	Small Tools/equipments	0.00	0.00	0.00	45,104.03	0.00	0.00			
	ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	45,104.03	0.00	0.00	0.00	0.00	0.00
ExpCategory: 3 - Services										
101-522-375.00	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	24,000.00	24,000.00	24,000.00
101-522-376.00	Software Subscription Service	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00	20,000.00
	ExpCategory: 3 - Services Total:	0.00	0.00	0.00	0.00	0.00	0.00	44,000.00	44,000.00	44,000.00
ExpCategory: 5 - Captial Outlay										
101-522-561.00	Capital Asset-stand Alone	0.00	0.00	101,750.00	55,750.83	100,000.00	99,114.75			125,814.00
101-522-561.AF	Capital Asset-stand Alone-Assist..	0.00	0.00	0.00	0.00	44,000.00	34,764.50			
101-522-570.00	Vehicle	0.00	0.00	350,000.00	345,262.65	0.00	0.00			113,000.00
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	451,750.00	401,013.48	144,000.00	133,879.25	0.00	0.00	238,814.00
	Division: 522 - Fire Service Total:	0.00	0.00	451,750.00	446,117.51	144,000.00	133,879.25	44,000.00	44,000.00	282,814.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets _____

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 523 - Fire Marshall										
ExpCategory: 2 - Supplies										
101-523-271.00	Computer Supplies	0.00	0.00	3,344.00	3,344.01	0.00	0.00			
101-523-272.00	Small Tools/equipments	0.00	0.00	34,202.27	19,965.87	0.00	0.00			
101-523-272.FR	Small Tools/equipments	0.00	0.00	0.00	0.00	12,625.99	12,313.99			
	ExpCategory: 2 - Supplies Total:	0.00	0.00	37,546.27	23,309.88	12,625.99	12,313.99	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay										
101-523-561.00	Capital Asset	0.00	0.00	26,903.73	31,206.86	0.00	0.00			
101-523-570.00	Vehicle	0.00	0.00	0.00	0.00	21,995.00	21,995.00			
101-523-570.FR	Vehicle-ARPA	0.00	0.00	0.00	0.00	30,000.00	30,000.00			
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	26,903.73	31,206.86	51,995.00	51,995.00	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance										
101-523-710.00	Rm - Building & Ground	0.00	0.00	1,500.00	1,500.00	0.00	0.00			
	ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00	0.00	0.00
	Division: 523 - Fire Marshall Total:	0.00	0.00	65,950.00	56,016.74	64,620.99	64,308.99	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 524 - Emergency Management									
ExpCategory: 5 - Captial Outlay									
101-524-561.EC									
Capital Asset-stand Alone-ECO ...	0.00	0.00	0.00	0.00	346,011.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	0.00	346,011.00	0.00	0.00	0.00	0.00
Division: 524 - Emergency Management Total:	0.00	0.00	0.00	0.00	346,011.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 530 - Civic Center									
ExpCategory: 5 - Captial Outlay									
101-530-561.00									
Capital Asset-stand Alone	0.00	0.00	13,000.00	0.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	13,000.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance									
101-530-710.FR									
Rm - Building & Ground-ARPA	0.00	0.00	0.00	0.00	26,000.00	0.00			
ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	0.00	0.00	26,000.00	0.00	0.00	0.00	0.00
Division: 530 - Civic Center Total:	0.00	0.00	13,000.00	0.00	26,000.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25	
Division: 531 - Recreation										
ExpCategory: 2 - Supplies										
101-531-272.00	Small Tools/equipments	0.00	0.00	16,500.00	6,815.00	15,000.00	0.00	750.00	750.00	750.00
101-531-272.FR	Small Tools/equipments-AARP	0.00	0.00	0.00	0.00	2,083.00	1,543.00			
	ExpCategory: 2 - Supplies Total:	0.00	0.00	16,500.00	6,815.00	17,083.00	1,543.00	750.00	750.00	750.00
	Division: 531 - Recreation Total:	0.00	0.00	16,500.00	6,815.00	17,083.00	1,543.00	750.00	750.00	750.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 542 - Human Resources									
ExpCategory: 6 - Other Expenses									
101-542-679.FR Travel - Training-ARPA	0.00	0.00	0.00	0.00	7,000.00	1,891.48			
ExpCategory: 6 - Other Expenses Total:	0.00	0.00	0.00	0.00	7,000.00	1,891.48	0.00	0.00	0.00
Division: 542 - Human Resources Total:	0.00	0.00	0.00	0.00	7,000.00	1,891.48	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Division: 995 - Debt Payment									
ExpCategory: 8 - Debt									
101-995-847.00									
Sales Tax Repayment To State	47,582.00	47,581.80	0.00	0.00	0.00	0.00			
ExpCategory: 8 - Debt Total:	47,582.00	47,581.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Division: 995 - Debt Payment Total:	47,582.00	47,581.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 999 - Transfers									
ExpCategory: 9 - Transfers									
101-999-910.00 Transfer To Gen Fund	4,350,000.00	4,350,000.00	0.00	0.00	0.00	0.00			
101-999-950.00 Transfer To Ds	854,500.00	854,500.00	0.00	0.00	0.00	0.00			
ExpCategory: 9 - Transfers Total:	5,204,500.00	5,204,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Division: 999 - Transfers Total:	5,204,500.00	5,204,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total:	5,306,047.00	5,257,355.29	3,071,710.00	1,513,299.11	3,988,443.91	1,761,868.57	86,629.20	86,629.20	631,063.20
Fund: 101 - GENERAL FUND - NON-OPERATING Surplus (Deficit):	519,053.00	775,403.79	-76,237.00	97,039.95	-1,246,434.00	-1,610,457.57	-5,429.20	14,370.80	-530,063.20

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 121 - STAFFORD CENTRE - OPERATING									
Revenue									
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
121-90-4501.00	0.00	0.00	11,000.00	10,940.56	22,500.00	20,661.39	16,000.00	16,000.00	16,000.00
Sc-interest Income									
RevDept: 90 - Non Department Total:	0.00	0.00	11,000.00	10,940.56	22,500.00	20,661.39	16,000.00	16,000.00	16,000.00
RevSubCategory: 15 - Investment Income Total:	0.00	0.00	11,000.00	10,940.56	22,500.00	20,661.39	16,000.00	16,000.00	16,000.00
RevSubCategory: 20 - Charges for Services									
RevDept: 80 - Performing Art Center									
121-80-4421.00	0.00	0.00	1,195,511.00	1,243,584.50	1,400,000.00	1,221,414.20	1,325,000.00	1,325,000.00	1,325,000.00
Sc-rental Income									
121-80-4422.00	0.00	0.00	392,354.00	355,897.00	395,000.00	292,462.00	400,000.00	400,000.00	400,000.00
Sc-event Staffing & Cleaning									
121-80-4423.00	0.00	0.00	75,000.00	80,226.00	70,000.00	67,432.00	65,000.00	65,000.00	65,000.00
Sc-equipment Rental									
121-80-4424.00	0.00	0.00	56,500.00	53,881.23	65,000.00	55,458.00	50,000.00	50,000.00	50,000.00
Sc-Facility Fees									
121-80-4426.00	0.00	0.00	8,500.00	8,133.69	11,500.50	11,500.50	11,000.00	11,000.00	11,000.00
Sc-concessions									
121-80-4427.00	0.00	0.00	11,235.00	8,700.80	9,000.00	8,602.46	9,000.00	9,000.00	9,000.00
Sc-merchandise									
121-80-4428.00	0.00	0.00	20,425.00	21,725.00	23,500.00	21,430.00	23,500.00	23,500.00	23,500.00
Sc-electrical Service/wi-fi									
121-80-4429.00	0.00	0.00	106,925.00	90,307.51	75,000.00	42,548.50	40,000.00	40,000.00	40,000.00
Sc-Ticket Order/Handling Fees									
121-80-4430.00	0.00	0.00	15,000.00	14,359.70	16,500.00	15,658.65	15,000.00	15,000.00	15,000.00
Sc-other									
121-80-4432.00	0.00	0.00	0.00	0.00	5,000.00	300.00	10,000.00	10,000.00	10,000.00
Sc-Audio Video Packages									
RevDept: 80 - Performing Art Center Total:	0.00	0.00	1,881,450.00	1,876,815.43	2,070,500.50	1,736,806.31	1,948,500.00	1,948,500.00	1,948,500.00
RevDept: 90 - Non Department									
121-90-4431.00	0.00	0.00	5,000.00	3,519.60	15,000.00	12,563.86	10,000.00	10,000.00	10,000.00
SC-Etix Fees & CC									
RevDept: 90 - Non Department Total:	0.00	0.00	5,000.00	3,519.60	15,000.00	12,563.86	10,000.00	10,000.00	10,000.00
RevSubCategory: 20 - Charges for Services Total:	0.00	0.00	1,886,450.00	1,880,335.03	2,085,500.50	1,749,370.17	1,958,500.00	1,958,500.00	1,958,500.00
RevSubCategory: 32 - Transfers									
RevDept: 90 - Non Department									
121-90-4931.00	0.00	0.00	803,300.00	803,300.00	900,000.00	225,000.00	1,000,000.00	1,000,000.00	1,200,000.00
Operating Transfer In-hot									
121-90-4932.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	50,000.00
Operating Transfer In-sedc									
RevDept: 90 - Non Department Total:	0.00	0.00	803,300.00	803,300.00	900,000.00	225,000.00	1,050,000.00	1,050,000.00	1,250,000.00
RevSubCategory: 32 - Transfers Total:	0.00	0.00	803,300.00	803,300.00	900,000.00	225,000.00	1,050,000.00	1,050,000.00	1,250,000.00
Revenue Total:	0.00	0.00	2,700,750.00	2,694,575.59	3,008,000.50	1,995,031.56	3,024,500.00	3,024,500.00	3,224,500.00

Budget Worksheet

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Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
Expense										
Division: 541 - Stafford Centre										
ExpCategory: 1 - Salaries And Benefits										
121-541-101.00	Salaries	0.00	0.00	440,605.00	440,602.66	477,286.00	471,029.94	510,346.00	465,000.00	580,000.00
121-541-103.00	Salaries Part Time	0.00	0.00	191,812.59	191,807.53	288,928.00	261,735.42	340,861.00	275,000.00	275,000.00
121-541-107.00	Salaries - Sales Commission	0.00	0.00	26,000.00	26,000.00	32,000.00	32,000.00	32,000.00	10,000.00	10,000.00
121-541-120.00	Payroll Taxes	0.00	0.00	52,111.00	51,279.47	59,583.00	59,315.43	67,956.00	67,956.00	67,956.00
121-541-121.00	Workers' Compensation	0.00	0.00	8,195.00	8,195.00	8,500.00	6,916.00	9,000.00	9,000.00	9,000.00
121-541-122.00	Texas Employment Commissi...	0.00	0.00	4,075.00	4,073.88	5,004.00	2,654.06	4,496.00	4,496.00	4,496.00
121-541-123.00	Retirement Contribution	0.00	0.00	11,701.00	11,701.00	18,170.00	17,440.30	23,435.00	23,435.00	23,435.00
121-541-124.00	Health Insurance	0.00	0.00	115,173.00	114,771.04	99,489.00	87,823.69	108,045.00	108,045.00	108,045.00
121-541-130.00	Vehicle/ Cell Phone Allowance	0.00	0.00	5,250.00	5,250.00	5,100.00	5,100.00	5,100.00	5,100.00	5,100.00
	ExpCategory: 1 - Salaries And Benefits Total:	0.00	0.00	854,922.59	853,680.58	994,060.00	944,014.84	1,101,239.00	968,032.00	1,083,032.00
ExpCategory: 2 - Supplies										
121-541-270.00	Office Supplies	0.00	0.00	7,807.29	7,807.29	6,000.00	5,724.38	6,000.00	6,000.00	6,000.00
121-541-272.00	Small Tools/equipments	0.00	0.00	44,134.89	44,431.08	52,304.00	51,617.10	30,000.00	30,000.00	30,000.00
121-541-278.00	Resale Items	0.00	0.00	2,790.00	2,790.00	4,000.00	3,150.17	4,000.00	4,000.00	4,000.00
	ExpCategory: 2 - Supplies Total:	0.00	0.00	54,732.18	55,028.37	62,304.00	60,491.65	40,000.00	40,000.00	40,000.00
ExpCategory: 3 - Services										
121-541-364.00	Equipment Rental	0.00	0.00	6,596.74	2,081.74	8,760.00	3,854.01	5,000.00	5,000.00	5,000.00
121-541-365.00	Financial Services	0.00	0.00	35,939.63	35,939.63	38,450.00	38,249.92	37,000.00	37,000.00	37,000.00
121-541-367.00	Janitorial Service	0.00	0.00	270,366.00	270,366.00	304,072.47	285,878.63	280,000.00	280,000.00	280,000.00
121-541-368.00	Landscape Service	0.00	0.00	41,268.89	41,268.89	64,900.00	52,033.30	54,000.00	45,000.00	54,000.00
121-541-373.00	Pest Control Service	0.00	0.00	3,761.98	3,761.98	4,200.00	3,630.00	4,200.00	4,200.00	4,200.00
121-541-375.00	Professional Services	0.00	0.00	46,143.40	46,143.40	21,550.00	18,865.10	20,000.00	20,000.00	20,000.00
121-541-376.00	Software Subscription Service	0.00	0.00	7,303.36	7,303.36	25,798.00	24,543.29	18,040.00	18,040.00	18,040.00
121-541-377.00	Gargage Collection Service	0.00	0.00	16,740.00	16,737.15	4,194.28	4,194.28			
121-541-393.00	Entertainment Service	0.00	0.00	143,221.00	143,221.00	150,000.00	115,001.45	110,000.00	110,000.00	110,000.00
121-541-396.00	Sc Management Fees	0.00	0.00	208,670.00	208,669.44	208,680.00	208,669.44	208,680.00	208,680.00	208,680.00
121-541-397.00	Sc Management Fees-bonus	0.00	0.00	41,733.89	41,733.89	41,734.00	41,733.89	41,734.00	41,734.00	41,734.00
	ExpCategory: 3 - Services Total:	0.00	0.00	821,744.89	817,226.48	872,338.75	796,653.31	778,654.00	769,654.00	778,654.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
ExpCategory: 4 - Utilities										
121-541-461.00	Electricity	0.00	0.00	193,360.00	193,355.17	170,000.00	150,011.21	200,000.00	150,000.00	200,000.00
121-541-462.00	Natural Gas	0.00	0.00	32,986.96	32,016.96	22,000.00	20,531.25	30,000.00	30,000.00	30,000.00
121-541-463.00	Water Sewer	0.00	0.00	34,982.72	34,980.96	25,000.00	22,783.43	25,000.00	25,000.00	25,000.00
121-541-465.00	Landline	0.00	0.00	16,498.00	16,495.91	21,000.00	18,783.90	5,000.00	5,000.00	5,000.00
121-541-466.00	Mobile Phone	0.00	0.00	1,858.00	1,856.80	1,400.00	865.12	1,200.00	1,200.00	1,200.00
121-541-469.00	Internet	0.00	0.00	4,320.00	4,318.27	5,700.00	4,291.06	16,000.00	5,000.00	16,000.00
	ExpCategory: 4 - Utilities Total:	0.00	0.00	284,005.68	283,024.07	245,100.00	217,265.97	277,200.00	216,200.00	277,200.00
ExpCategory: 6 - Other Expenses										
121-541-661.00	Bus Meals And Travel Exp	0.00	0.00	1,001.67	999.37	2,500.00	1,667.38	2,000.00	1,000.00	1,000.00
121-541-665.00	Community Events	0.00	0.00	15,041.97	15,041.97	0.00	0.00			
121-541-669.00	Dues & Membership	0.00	0.00	2,695.00	2,695.00	1,750.00	1,540.00	3,150.00	3,150.00	3,150.00
121-541-674.00	Postage & Courier Service	0.00	0.00	462.00	462.00	2,320.00	2,294.14	1,000.00	500.00	500.00
121-541-675.00	Property & Liability Insurance	0.00	0.00	130,663.78	130,663.78	143,135.00	143,134.50	168,868.00	168,868.00	168,868.00
121-541-688.00	Advertising & Marketing	0.00	0.00	2,019.19	2,019.19	2,000.00	1,827.09	3,000.00	3,000.00	3,000.00
121-541-689.00	Grants	0.00	0.00	7,750.00	7,750.00	3,600.00	3,600.00	50,000.00	50,000.00	50,000.00
121-541-692.00	Ticketing Fees	0.00	0.00	3,125.00	3,058.94	8,346.00	4,444.03	8,346.00	8,346.00	8,346.00
	ExpCategory: 6 - Other Expenses Total:	0.00	0.00	162,758.61	162,690.25	163,651.00	158,507.14	236,364.00	234,864.00	234,864.00
ExpCategory: 7 - Repair And Maintenance										
121-541-710.00	Rm - Building & Ground	0.00	0.00	27,165.00	27,163.23	46,000.00	39,031.84	30,000.00	30,000.00	30,000.00
121-541-711.00	Rm - Equipment	0.00	0.00	940.00	938.10	500.00	500.00	1,000.00	1,000.00	1,000.00
121-541-714.00	Rm - Air Condition	0.00	0.00	33,525.81	33,523.69	69,500.00	23,347.29	20,000.00	5,000.00	20,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	61,630.81	61,625.02	116,000.00	62,879.13	51,000.00	36,000.00	51,000.00
	Division: 541 - Stafford Centre Total:	0.00	0.00	2,239,794.76	2,233,274.77	2,453,453.75	2,239,812.04	2,484,457.00	2,264,750.00	2,464,750.00
	Expense Total:	0.00	0.00	2,239,794.76	2,233,274.77	2,453,453.75	2,239,812.04	2,484,457.00	2,264,750.00	2,464,750.00
	Fund: 121 - STAFFORD CENTRE - OPERATING Surplus (Deficit):	0.00	0.00	460,955.24	461,300.82	554,546.75	-244,780.48	540,043.00	759,750.00	759,750.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 122 - STAFFORD CENTRE -NON-OPERATING									
Revenue									
RevSubCategory: 32 - Transfers									
RevDept: 90 - Non Department									
122-90-4931.00	0.00	0.00	1,284,251.00	291,782.36	961,663.82	1,022,531.36			
122-90-4932.00	0.00	0.00	0.00	0.00	552,750.00	0.00	552,750.00	235,000.00	235,000.00
RevDept: 90 - Non Department Total:	0.00	0.00	1,284,251.00	291,782.36	1,514,413.82	1,022,531.36	552,750.00	235,000.00	235,000.00
RevSubCategory: 32 - Transfers Total:	0.00	0.00	1,284,251.00	291,782.36	1,514,413.82	1,022,531.36	552,750.00	235,000.00	235,000.00
Revenue Total:	0.00	0.00	1,284,251.00	291,782.36	1,514,413.82	1,022,531.36	552,750.00	235,000.00	235,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense										
Division: 541 - Stafford Centre										
ExpCategory: 2 - Supplies										
122-541-272.00	Small Tools/equipments	0.00	0.00	24,910.00	23,829.62	10,200.00	10,116.11	15,000.00	20,000.00	20,000.00
	ExpCategory: 2 - Supplies Total:	0.00	0.00	24,910.00	23,829.62	10,200.00	10,116.11	15,000.00	20,000.00	20,000.00
ExpCategory: 5 - Captial Outlay										
122-541-561.00	Capital Asset-stand Alone	0.00	0.00	1,055,000.00	70,095.52	1,364,234.00	1,048,272.49		65,000.00	65,000.00
122-541-565.00	Facility Rehab	0.00	0.00	154,220.00	148,226.46	116,780.00	86,325.44	512,750.00	125,000.00	125,000.00
	ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	1,209,220.00	218,321.98	1,481,014.00	1,134,597.93	512,750.00	190,000.00	190,000.00
ExpCategory: 7 - Repair And Maintenance										
122-541-710.00	Rm - Building & Ground	0.00	0.00	50,121.00	49,630.76	23,200.00	13,434.58	25,000.00	25,000.00	25,000.00
	ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	50,121.00	49,630.76	23,200.00	13,434.58	25,000.00	25,000.00	25,000.00
	Division: 541 - Stafford Centre Total:	0.00	0.00	1,284,251.00	291,782.36	1,514,414.00	1,158,148.62	552,750.00	235,000.00	235,000.00
	Expense Total:	0.00	0.00	1,284,251.00	291,782.36	1,514,414.00	1,158,148.62	552,750.00	235,000.00	235,000.00
	Fund: 122 - STAFFORD CENTRE -NON-OPERATING Surplus (Deficit):	0.00	0.00	0.00	0.00	-0.18	-135,617.26	0.00	0.00	0.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Fund: 200 - SPECIAL REVENUE - JUDICIAL EFFICIENCY										
Revenue										
RevSubCategory: 15 - Investment Income										
RevDept: 90 - Non Department										
200-90-4500.00	Interest Income	20.00	37.89	525.00	662.69	2,000.00	1,471.81	1,200.00	2,000.00	2,000.00
	RevDept: 90 - Non Department Total:	20.00	37.89	525.00	662.69	2,000.00	1,471.81	1,200.00	2,000.00	2,000.00
	RevSubCategory: 15 - Investment Income Total:	20.00	37.89	525.00	662.69	2,000.00	1,471.81	1,200.00	2,000.00	2,000.00
RevSubCategory: 20 - Charges for Services										
RevDept: 40 - Judicial										
200-40-4304.00	Judicial Efficiency Receipts	7,500.00	7,707.81	6,500.00	6,443.12	5,800.00	4,910.71	5,800.00	5,800.00	5,800.00
	RevDept: 40 - Judicial Total:	7,500.00	7,707.81	6,500.00	6,443.12	5,800.00	4,910.71	5,800.00	5,800.00	5,800.00
	RevSubCategory: 20 - Charges for Services Total:	7,500.00	7,707.81	6,500.00	6,443.12	5,800.00	4,910.71	5,800.00	5,800.00	5,800.00
	Revenue Total:	7,520.00	7,745.70	7,025.00	7,105.81	7,800.00	6,382.52	7,000.00	7,800.00	7,800.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Expense										
Division: 540 - Municipal Court										
ExpCategory: 6 - Other Expenses										
200-540-669.00	Dues & Membership	2,000.00	0.00	1,250.00	163.00	1,250.00	504.76	1,250.00	1,250.00	1,250.00
200-540-679.00	Travel - Training	1,000.00	757.06	3,500.00	2,252.75	3,500.00	1,390.22	4,000.00	4,000.00	4,000.00
ExpCategory: 6 - Other Expenses Total:		3,000.00	757.06	4,750.00	2,415.75	4,750.00	1,894.98	5,250.00	5,250.00	5,250.00
Division: 540 - Municipal Court Total:		3,000.00	757.06	4,750.00	2,415.75	4,750.00	1,894.98	5,250.00	5,250.00	5,250.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 999 - Transfers									
ExpCategory: 9 - Transfers									
200-999-910.00									
Transfer To Gen Fund	0.00	0.00	360.00	360.00	0.00	0.00			
ExpCategory: 9 - Transfers Total:	0.00	0.00	360.00	360.00	0.00	0.00	0.00	0.00	0.00
Division: 999 - Transfers Total:	0.00	0.00	360.00	360.00	0.00	0.00	0.00	0.00	0.00
Expense Total:	3,000.00	757.06	5,110.00	2,775.75	4,750.00	1,894.98	5,250.00	5,250.00	5,250.00
Fund: 200 - SPECIAL REVENUE - JUDICIAL EFFICIENCY Surplus (Deficit):	4,520.00	6,988.64	1,915.00	4,330.06	3,050.00	4,487.54	1,750.00	2,550.00	2,550.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 201 - SPECIAL REVENUE - COURT SECURITY									
Revenue									
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
201-90-4500.00	Interest Income	85.00	172.60	3,150.00	3,408.19	4,500.00	4,808.21	4,500.00	4,500.00
	RevDept: 90 - Non Department Total:	85.00	172.60	3,150.00	3,408.19	4,500.00	4,808.21	4,500.00	4,500.00
	RevSubCategory: 15 - Investment Income Total:	85.00	172.60	3,150.00	3,408.19	4,500.00	4,808.21	4,500.00	4,500.00
RevSubCategory: 20 - Charges for Services									
RevDept: 40 - Judicial									
201-40-4310.00	Court Security Proceeds	29,000.00	29,151.28	25,000.00	25,544.57	16,500.00	14,689.23	19,000.00	16,500.00
	RevDept: 40 - Judicial Total:	29,000.00	29,151.28	25,000.00	25,544.57	16,500.00	14,689.23	19,000.00	16,500.00
	RevSubCategory: 20 - Charges for Services Total:	29,000.00	29,151.28	25,000.00	25,544.57	16,500.00	14,689.23	19,000.00	16,500.00
	Revenue Total:	29,085.00	29,323.88	28,150.00	28,952.76	21,000.00	19,497.44	23,500.00	21,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense									
Division: 540 - Municipal Court									
ExpCategory: 2 - Supplies									
201-540-272.00 Small Tools/equipments	0.00	0.00	0.00	0.00	5,000.00	1,903.04	5,000.00	5,000.00	5,000.00
ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	0.00	5,000.00	1,903.04	5,000.00	5,000.00	5,000.00
ExpCategory: 5 - Captial Outlay									
201-540-561.00 Capital Asset-stand Alone	30,000.00	20,278.54	21,388.00	11,387.79	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	30,000.00	20,278.54	21,388.00	11,387.79	0.00	0.00	0.00	0.00	0.00
Division: 540 - Municipal Court Total:	30,000.00	20,278.54	21,388.00	11,387.79	5,000.00	1,903.04	5,000.00	5,000.00	5,000.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 999 - Transfers									
ExpCategory: 9 - Transfers									
201-999-910.00 Transfer To Gf	0.00	0.00	0.00	0.00	0.00	0.00			50,000.00
ExpCategory: 9 - Transfers Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00
Division: 999 - Transfers Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00
Expense Total:	30,000.00	20,278.54	21,388.00	11,387.79	5,000.00	1,903.04	5,000.00	5,000.00	55,000.00
Fund: 201 - SPECIAL REVENUE - COURT SECURITY Surplus (Deficit):	-915.00	9,045.34	6,762.00	17,564.97	16,000.00	17,594.40	18,500.00	16,000.00	-34,000.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 202 - SPECIAL REVENUE - COURT TECHNOLOGY									
Revenue									
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
202-90-4500.00									
Interest Income	65.00	113.50	1,100.00	1,259.32	1,100.00	1,224.00	1,100.00	1,100.00	1,100.00
RevDept: 90 - Non Department Total:	65.00	113.50	1,100.00	1,259.32	1,100.00	1,224.00	1,100.00	1,100.00	1,100.00
RevSubCategory: 15 - Investment Income Total:	65.00	113.50	1,100.00	1,259.32	1,100.00	1,224.00	1,100.00	1,100.00	1,100.00
RevSubCategory: 20 - Charges for Services									
RevDept: 40 - Judicial									
202-40-4307.00									
Court Technology Proceeds	25,000.00	25,201.45	22,000.00	21,709.23	16,500.00	12,632.74	16,500.00	16,500.00	16,500.00
RevDept: 40 - Judicial Total:	25,000.00	25,201.45	22,000.00	21,709.23	16,500.00	12,632.74	16,500.00	16,500.00	16,500.00
RevSubCategory: 20 - Charges for Services Total:	25,000.00	25,201.45	22,000.00	21,709.23	16,500.00	12,632.74	16,500.00	16,500.00	16,500.00
RevSubCategory: 30 - Bond Proceeds									
RevDept: 90 - Non Department									
202-90-4755.00									
Proceeds from Lease	0.00	0.00	0.00	11,068.00	0.00	0.00			
RevDept: 90 - Non Department Total:	0.00	0.00	0.00	11,068.00	0.00	0.00	0.00	0.00	0.00
RevSubCategory: 30 - Bond Proceeds Total:	0.00	0.00	0.00	11,068.00	0.00	0.00	0.00	0.00	0.00
Revenue Total:	25,065.00	25,314.95	23,100.00	34,036.55	17,600.00	13,856.74	17,600.00	17,600.00	17,600.00

Budget Worksheet

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Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense										
Division: 540 - Municipal Court										
ExpCategory: 2 - Supplies										
202-540-270.00	Office Supplies	0.00	1,228.03	0.00	0.00	0.00	0.00			2,000.00
202-540-272.00	Small Tools/equipments	0.00	349.99	3,275.05	3,020.05	2,184.41	250.00	6,000.00	6,000.00	6,000.00
	ExpCategory: 2 - Supplies Total:	0.00	1,578.02	3,275.05	3,020.05	2,184.41	250.00	6,000.00	6,000.00	8,000.00
ExpCategory: 3 - Services										
202-540-364.00	Equipment Rental	3,400.00	3,200.19	3,400.00	1,532.80	3,400.00	2,702.11	3,500.00	3,500.00	3,500.00
202-540-376.00	Software Subscription Service	0.00	0.00	0.00	1,152.00	0.00	0.00			
202-540-389.00	Software Support Service	18,500.00	18,301.79	20,000.00	20,694.19	25,861.00	19,863.69	26,000.00	26,000.00	26,000.00
	ExpCategory: 3 - Services Total:	21,900.00	21,501.98	23,400.00	23,378.99	29,261.00	22,565.80	29,500.00	29,500.00	29,500.00
ExpCategory: 5 - Captial Outlay										
202-540-561.00	Capital Asset-stand Alone	20,000.00	15,554.00	6,979.95	11,068.00	0.00	0.00			
	ExpCategory: 5 - Captial Outlay Total:	20,000.00	15,554.00	6,979.95	11,068.00	0.00	0.00	0.00	0.00	0.00
	Division: 540 - Municipal Court Total:	41,900.00	38,634.00	33,655.00	37,467.04	31,445.41	22,815.80	35,500.00	35,500.00	37,500.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 995 - Debt Payment									
ExpCategory: 8 - Debt									
202-995-843.00 Bond Principal	0.00	0.00	0.00	1,764.00	0.00	0.00			
ExpCategory: 8 - Debt Total:	0.00	0.00	0.00	1,764.00	0.00	0.00	0.00	0.00	0.00
Division: 995 - Debt Payment Total:	0.00	0.00	0.00	1,764.00	0.00	0.00	0.00	0.00	0.00
Expense Total:	41,900.00	38,634.00	33,655.00	39,231.04	31,445.41	22,815.80	35,500.00	35,500.00	37,500.00
Fund: 202 - SPECIAL REVENUE - COURT TECHNOLOGY Surplus (Deficit..)	-16,835.00	-13,319.05	-10,555.00	-5,194.49	-13,845.41	-8,959.06	-17,900.00	-17,900.00	-19,900.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Fund: 203 - SPECIAL REVENUE - LOCAL TRUANCY PREVENTION										
Revenue										
RevSubCategory: 15 - Investment Income										
RevDept: 90 - Non Department										
203-90-4500.00	Interest Income	70.00	161.55	3,250.00	3,542.53	5,500.00	5,442.84	4,800.00	5,500.00	5,500.00
	RevDept: 90 - Non Department Total:	70.00	161.55	3,250.00	3,542.53	5,500.00	5,442.84	4,800.00	5,500.00	5,500.00
	RevSubCategory: 15 - Investment Income Total:	70.00	161.55	3,250.00	3,542.53	5,500.00	5,442.84	4,800.00	5,500.00	5,500.00
RevSubCategory: 20 - Charges for Services										
RevDept: 40 - Judicial										
203-40-4304.00	Truancy Prevention Receipts	25,000.00	26,899.72	0.00	0.00	0.00	0.00	16,500.00	16,500.00	16,500.00
203-40-4308.00	Truancy Prevention Receipts	0.00	0.00	25,000.00	24,478.48	16,500.00	11,602.01			
	RevDept: 40 - Judicial Total:	25,000.00	26,899.72	25,000.00	24,478.48	16,500.00	11,602.01	16,500.00	16,500.00	16,500.00
	RevSubCategory: 20 - Charges for Services Total:	25,000.00	26,899.72	25,000.00	24,478.48	16,500.00	11,602.01	16,500.00	16,500.00	16,500.00
	Revenue Total:	25,070.00	27,061.27	28,250.00	28,021.01	22,000.00	17,044.85	21,300.00	22,000.00	22,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets _____

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense									
Division: 999 - Transfers									
ExpCategory: 9 - Transfers									
203-999-910.00									
Transfer To Gf	0.00	0.00	0.00	0.00	0.00	0.00			12,370.00
ExpCategory: 9 - Transfers Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,370.00
Division: 999 - Transfers Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,370.00
Expense Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,370.00
Fund: 203 - SPECIAL REVENUE - LOCAL TRUANCY PREVENTION Surplu..	25,070.00	27,061.27	28,250.00	28,021.01	22,000.00	17,044.85	21,300.00	22,000.00	9,630.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 204 - SPECIAL REVENUE - MUNICIPAL JURY									
Revenue									
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
204-90-4500.00									
Interest Income	3.00	5.62	65.00	72.02	100.00	76.63	75.00	100.00	100.00
RevDept: 90 - Non Department Total:	3.00	5.62	65.00	72.02	100.00	76.63	75.00	100.00	100.00
RevSubCategory: 15 - Investment Income Total:	3.00	5.62	65.00	72.02	100.00	76.63	75.00	100.00	100.00
RevSubCategory: 20 - Charges for Services									
RevDept: 40 - Judicial									
204-40-4309.00									
Municipal Jury Receipts	1,300.00	1,354.69	900.00	664.67	350.00	273.11	350.00	350.00	350.00
RevDept: 40 - Judicial Total:	1,300.00	1,354.69	900.00	664.67	350.00	273.11	350.00	350.00	350.00
RevSubCategory: 20 - Charges for Services Total:	1,300.00	1,354.69	900.00	664.67	350.00	273.11	350.00	350.00	350.00
Revenue Total:	1,303.00	1,360.31	965.00	736.69	450.00	349.74	425.00	450.00	450.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense									
Division: 540 - Municipal Court									
ExpCategory: 3 - Services									
204-540-398.00 Juror Fees	0.00	0.00	300.00	0.00	124.67	0.00	500.00	500.00	500.00
ExpCategory: 3 - Services Total:	0.00	0.00	300.00	0.00	124.67	0.00	500.00	500.00	500.00
ExpCategory: 6 - Other Expenses									
204-540-676.00 Public Relations	0.00	0.00	1,700.00	1,865.22	1,375.33	1,172.93	1,500.00	1,500.00	1,500.00
ExpCategory: 6 - Other Expenses Total:	0.00	0.00	1,700.00	1,865.22	1,375.33	1,172.93	1,500.00	1,500.00	1,500.00
Division: 540 - Municipal Court Total:	0.00	0.00	2,000.00	1,865.22	1,500.00	1,172.93	2,000.00	2,000.00	2,000.00
Expense Total:	0.00	0.00	2,000.00	1,865.22	1,500.00	1,172.93	2,000.00	2,000.00	2,000.00
Fund: 204 - SPECIAL REVENUE - MUNICIPAL JURY Surplus (Deficit):	1,303.00	1,360.31	-1,035.00	-1,128.53	-1,050.00	-823.19	-1,575.00	-1,550.00	-1,550.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Fund: 223 - SPECIAL REVENUE - CHILD SAFETY										
Revenue										
RevSubCategory: 15 - Investment Income										
RevDept: 90 - Non Department										
223-90-4500.00	Interest Income	65.00	50.10	720.00	973.13	2,000.00	1,840.73	1,900.00	2,000.00	2,000.00
	RevDept: 90 - Non Department Total:	65.00	50.10	720.00	973.13	2,000.00	1,840.73	1,900.00	2,000.00	2,000.00
	RevSubCategory: 15 - Investment Income Total:	65.00	50.10	720.00	973.13	2,000.00	1,840.73	1,900.00	2,000.00	2,000.00
RevSubCategory: 20 - Charges for Services										
RevDept: 60 - Public Safety										
223-60-4311.00	Child Safety Fees	25,000.00	372.68	18,700.00	18,693.94	18,700.00	18,071.40	18,700.00	18,700.00	18,700.00
	RevDept: 60 - Public Safety Total:	25,000.00	372.68	18,700.00	18,693.94	18,700.00	18,071.40	18,700.00	18,700.00	18,700.00
	RevSubCategory: 20 - Charges for Services Total:	25,000.00	372.68	18,700.00	18,693.94	18,700.00	18,071.40	18,700.00	18,700.00	18,700.00
	Revenue Total:	25,065.00	422.78	19,420.00	19,667.07	20,700.00	19,912.13	20,600.00	20,700.00	20,700.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense									
Division: 520 - Police Service									
ExpCategory: 2 - Supplies									
223-520-272.00 Small Tools/equipments	0.00	2,249.95	0.00	0.00	0.00	0.00			
ExpCategory: 2 - Supplies Total:	0.00	2,249.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
223-520-561.00 Capital Asset-stand Alone	40,000.00	39,956.58	0.00	0.00	0.00	0.00			
223-520-570.00 Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	55,000.00	55,000.00	55,000.00
ExpCategory: 5 - Captial Outlay Total:	40,000.00	39,956.58	0.00	0.00	0.00	0.00	55,000.00	55,000.00	55,000.00
Division: 520 - Police Service Total:	40,000.00	42,206.53	0.00	0.00	0.00	0.00	55,000.00	55,000.00	55,000.00
Expense Total:	40,000.00	42,206.53	0.00	0.00	0.00	0.00	55,000.00	55,000.00	55,000.00
Fund: 223 - SPECIAL REVENUE - CHILD SAFETY Surplus (Deficit):	-14,935.00	-41,783.75	19,420.00	19,667.07	20,700.00	19,912.13	-34,400.00	-34,300.00	-34,300.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 224 - SPECIAL REVENUE - POLICE DONATION									
Revenue									
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
224-90-4500.00 Interest Income	15.00	35.96	425.00	545.24	1,500.00	1,029.83	500.00	1,500.00	1,500.00
RevDept: 90 - Non Department Total:	15.00	35.96	425.00	545.24	1,500.00	1,029.83	500.00	1,500.00	1,500.00
RevSubCategory: 15 - Investment Income Total:	15.00	35.96	425.00	545.24	1,500.00	1,029.83	500.00	1,500.00	1,500.00
Revenue Total:	15.00	35.96	425.00	545.24	1,500.00	1,029.83	500.00	1,500.00	1,500.00
Fund: 224 - SPECIAL REVENUE - POLICE DONATION Total:	15.00	35.96	425.00	545.24	1,500.00	1,029.83	500.00	1,500.00	1,500.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Fund: 300 - HOTEL OCCUPANCY TAX									
Revenue									
RevSubCategory: 10 - Taxes									
RevDept: 90 - Non Department									
300-90-4102.00									
Hotel Tax	1,000,000.00	1,001,184.34	1,100,000.00	1,177,719.80	1,450,000.00	1,472,144.77	1,400,000.00	1,500,000.00	1,500,000.00
RevDept: 90 - Non Department Total:	1,000,000.00	1,001,184.34	1,100,000.00	1,177,719.80	1,450,000.00	1,472,144.77	1,400,000.00	1,500,000.00	1,500,000.00
RevSubCategory: 10 - Taxes Total:	1,000,000.00	1,001,184.34	1,100,000.00	1,177,719.80	1,450,000.00	1,472,144.77	1,400,000.00	1,500,000.00	1,500,000.00
RevSubCategory: 15 - Investment Income									
RevDept: 90 - Non Department									
300-90-4500.00									
Interest Income	22,000.00	39,099.61	170,000.00	189,263.00	365,000.00	332,030.46	350,000.00	365,000.00	365,000.00
300-90-4510.00									
Unrealized Gain-loss	0.00	-197,807.00	0.00	137,004.90	0.00	60,802.10			
RevDept: 90 - Non Department Total:	22,000.00	-158,707.39	170,000.00	326,267.90	365,000.00	392,832.56	350,000.00	365,000.00	365,000.00
RevSubCategory: 15 - Investment Income Total:	22,000.00	-158,707.39	170,000.00	326,267.90	365,000.00	392,832.56	350,000.00	365,000.00	365,000.00
Revenue Total:	1,022,000.00	842,476.95	1,270,000.00	1,503,987.70	1,815,000.00	1,864,977.33	1,750,000.00	1,865,000.00	1,865,000.00

Budget Worksheet

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Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense										
Division: 530 - Civic Center										
ExpCategory: 1 - Salaries And Benefits										
300-530-101.00	Salaries	80,266.00	78,140.74	0.00	0.00	0.00	0.00			
300-530-102.00	Salaries Overtime	1,100.00	648.26	0.00	0.00	0.00	0.00			
300-530-103.00	Salaries Part Time	16,000.00	6,379.40	0.00	0.00	0.00	0.00			
300-530-120.00	Payroll Taxes	6,450.00	6,548.13	0.00	0.00	0.00	0.00			
300-530-121.00	Workers' Compensation	170.00	168.63	0.00	0.00	0.00	0.00			
300-530-122.00	Texas Employment Commissi...	149.00	66.85	0.00	0.00	0.00	0.00			
300-530-123.00	Retirement Contribution	11,708.00	11,381.47	0.00	0.00	0.00	0.00			
300-530-124.00	Health Insurance	5,250.00	6,720.83	0.00	0.00	0.00	0.00			
300-530-125.00	Flex Plan Reimb. Fees	36.00	34.13	0.00	0.00	0.00	0.00			
300-530-130.00	Vehicle/ Cell Phone Allowance	2,400.00	2,400.00	0.00	0.00	0.00	0.00			
300-530-140.00	Longevity	525.00	510.00	0.00	0.00	0.00	0.00			
ExpCategory: 1 - Salaries And Benefits Total:		124,054.00	112,998.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 2 - Supplies										
300-530-270.00	Office Supplies	800.00	516.17	0.00	0.00	0.00	0.00			
300-530-272.00	Small Tools/equipments	2,450.00	103.47	2,346.00	0.00	0.00	0.00			
300-530-275.00	Janitorial Supplies	1,000.00	799.58	0.00	0.00	0.00	0.00			
ExpCategory: 2 - Supplies Total:		4,250.00	1,419.22	2,346.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 3 - Services										
300-530-367.00	Janitorial Service	22,000.00	22,660.50	0.00	0.00	0.00	0.00			
ExpCategory: 3 - Services Total:		22,000.00	22,660.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 4 - Utilities										
300-530-461.00	Electricity	40,000.00	32,966.02	0.00	0.00	0.00	0.00			
300-530-463.00	Water Sewer	7,000.00	8,397.10	0.00	0.00	0.00	0.00			
300-530-465.00	Landline	2,100.00	1,998.22	0.00	0.00	0.00	0.00			
ExpCategory: 4 - Utilities Total:		49,100.00	43,361.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay										
300-530-565.00	Facility Rehab	149,850.00	0.00	0.00	0.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:		149,850.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 6 - Other Expenses										
300-530-665.00	Community Events	41,500.00	38,708.66	0.00	0.00	0.00	0.00			

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets _____

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	1 DR FY24-25	2 PB FY24-25	3 PB(2) FY24-25
300-530-669.00	Dues & Membership	0.00	45.00	0.00	0.00	0.00	0.00			
300-530-670.00	Employee Relations	200.00	99.73	0.00	0.00	0.00	0.00			
300-530-690.00	Operating Loss Stafford Centre	395,972.00	530,767.12	0.00	0.00	0.00	0.00			
	ExpCategory: 6 - Other Expenses Total:	437,672.00	569,620.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ExpCategory: 7 - Repair And Maintenance									
300-530-710.00	Rm - Building & Ground	36,000.00	39,215.38	0.00	0.00	0.00	0.00			
300-530-711.00	Rm - Equipment	0.00	114.30	0.00	0.00	0.00	0.00			
	ExpCategory: 7 - Repair And Maintenance Total:	36,000.00	39,329.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Division: 530 - Civic Center Total:	822,926.00	789,389.69	2,346.00	0.00	0.00	0.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 541 - Stafford Centre									
ExpCategory: 6 - Other Expenses									
300-541-610.00 Performance Grant	0.00	0.00	0.00	0.00	25,000.00	21,690.00			
ExpCategory: 6 - Other Expenses Total:	0.00	0.00	0.00	0.00	25,000.00	21,690.00	0.00	0.00	0.00
Division: 541 - Stafford Centre Total:	0.00	0.00	0.00	0.00	25,000.00	21,690.00	0.00	0.00	0.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 999 - Transfers									
ExpCategory: 9 - Transfers									
300-999-910.00									
Transfer To Gen Fund	0.00	0.00	337,360.00	257,324.93	317,215.00	227,515.83	308,992.03	308,992.03	293,271.00
300-999-915.00									
Transfer To Mst	0.00	0.00	6,500.00	0.00	0.00	0.00			
300-999-931.00									
Transfer To Sc	0.00	0.00	803,300.00	803,300.00	900,000.00	900,000.00	1,000,000.00	1,000,000.00	1,200,000.00
300-999-932.00									
Transfer to SC Fund 122	0.00	0.00	1,284,251.00	291,782.36	961,663.82	855,000.00			
300-999-961.00									
Transfer To Pat	22,500.00	0.00	0.00	0.00	0.00	0.00			
ExpCategory: 9 - Transfers Total:	22,500.00	0.00	2,431,411.00	1,352,407.29	2,178,878.82	1,982,515.83	1,308,992.03	1,308,992.03	1,493,271.00
Division: 999 - Transfers Total:	22,500.00	0.00	2,431,411.00	1,352,407.29	2,178,878.82	1,982,515.83	1,308,992.03	1,308,992.03	1,493,271.00
Expense Total:	845,426.00	789,389.69	2,433,757.00	1,352,407.29	2,203,878.82	2,004,205.83	1,308,992.03	1,308,992.03	1,493,271.00
Fund: 300 - HOTEL OCCUPANCY TAX Surplus (Deficit):	176,574.00	53,087.26	-1,163,757.00	151,580.41	-388,878.82	-139,228.50	441,007.97	556,007.97	371,729.00

Budget Worksheet

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Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Fund: 400 - DEBT SERVICE										
Revenue										
RevSubCategory: 15 - Investment Income										
RevDept: 90 - Non Department										
400-90-4500.00	Interest Income	350.00	489.44	4,000.00	4,904.66	9,000.00	9,439.10	2,000.00	9,000.00	9,000.00
	RevDept: 90 - Non Department Total:	350.00	489.44	4,000.00	4,904.66	9,000.00	9,439.10	2,000.00	9,000.00	9,000.00
	RevSubCategory: 15 - Investment Income Total:	350.00	489.44	4,000.00	4,904.66	9,000.00	9,439.10	2,000.00	9,000.00	9,000.00
RevSubCategory: 32 - Transfers										
RevDept: 90 - Non Department										
400-90-4910.00	Operating Transfer In-Gen Fund	0.00	0.00	851,938.00	851,938.00	849,190.00	849,190.00	850,840.00	850,840.00	850,840.00
400-90-4915.00	Transfer In From Mst	854,500.00	854,500.00	0.00	0.00	0.00	0.00			
	RevDept: 90 - Non Department Total:	854,500.00	854,500.00	851,938.00	851,938.00	849,190.00	849,190.00	850,840.00	850,840.00	850,840.00
	RevSubCategory: 32 - Transfers Total:	854,500.00	854,500.00	851,938.00	851,938.00	849,190.00	849,190.00	850,840.00	850,840.00	850,840.00
	Revenue Total:	854,850.00	854,989.44	855,938.00	856,842.66	858,190.00	858,629.10	852,840.00	859,840.00	859,840.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Expense										
Division: 995 - Debt Payment										
ExpCategory: 8 - Debt										
400-995-842.00	Bond Interest	522,926.00	522,912.22	495,438.00	495,437.54	477,690.00	477,687.54	459,190.00	459,190.00	459,190.00
400-995-843.00	Bond Principal	330,000.00	330,000.00	355,000.00	355,000.00	370,000.00	370,000.00	390,000.00	390,000.00	390,000.00
400-995-846.00	Paying Agent Fees	1,500.00	1,500.00	1,500.00	1,500.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00
	ExpCategory: 8 - Debt Total:	854,426.00	854,412.22	851,938.00	851,937.54	849,340.00	849,337.54	850,840.00	850,840.00	850,840.00
	Division: 995 - Debt Payment Total:	854,426.00	854,412.22	851,938.00	851,937.54	849,340.00	849,337.54	850,840.00	850,840.00	850,840.00
	Expense Total:	854,426.00	854,412.22	851,938.00	851,937.54	849,340.00	849,337.54	850,840.00	850,840.00	850,840.00
	Fund: 400 - DEBT SERVICE Surplus (Deficit):	424.00	577.22	4,000.00	4,905.12	8,850.00	9,291.56	2,000.00	9,000.00	9,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25	
Fund: 500 - CAPITAL PROJECTS-BOND FUNDED										
Revenue										
RevSubCategory: 15 - Investment Income										
RevDept: 90 - Non Department										
500-90-4500.00	Interest Income	9,100.00	17,767.98	61,900.00	71,396.88	95,000.00	97,500.68	95,000.00	75,000.00	75,000.00
500-90-4510.00	Unrealized Gain-loss	0.00	-81,044.00	0.00	61,870.13	0.00	19,173.87			
	RevDept: 90 - Non Department Total:	9,100.00	-63,276.02	61,900.00	133,267.01	95,000.00	116,674.55	95,000.00	75,000.00	75,000.00
	RevSubCategory: 15 - Investment Income Total:	9,100.00	-63,276.02	61,900.00	133,267.01	95,000.00	116,674.55	95,000.00	75,000.00	75,000.00
	Revenue Total:	9,100.00	-63,276.02	61,900.00	133,267.01	95,000.00	116,674.55	95,000.00	75,000.00	75,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets _____

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Expense									
Division: 505 - Multimedia									
ExpCategory: 5 - Captial Outlay									
500-505-571.00 Software	25,000.00	24,531.15	0.00	0.00	0.00	0.00			
500-505-572.00 Hardware	10,500.00	11,053.17	0.00	0.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	35,500.00	35,584.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance									
500-505-711.00 Rm - Equipment	5,000.00	3,308.99	1,607.00	0.00	0.00	0.00			18,107.00
ExpCategory: 7 - Repair And Maintenance Total:	5,000.00	3,308.99	1,607.00	0.00	0.00	0.00	0.00	0.00	18,107.00
Division: 505 - Multimedia Total:	40,500.00	38,893.31	1,607.00	0.00	0.00	0.00	0.00	0.00	18,107.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 506 - Information Technology									
ExpCategory: 2 - Supplies									
500-506-272.00									
Small Tools/equipments	0.00	0.00	0.00	0.00	4,239.00	4,239.00			
ExpCategory: 2 - Supplies Total:	0.00	0.00	0.00	0.00	4,239.00	4,239.00	0.00	0.00	0.00
ExpCategory: 5 - Captial Outlay									
500-506-572.00									
Hardware	134,760.00	135,598.12	210,890.00	199,429.28	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	134,760.00	135,598.12	210,890.00	199,429.28	0.00	0.00	0.00	0.00	0.00
ExpCategory: 7 - Repair And Maintenance									
500-506-711.00									
Rm - Equipment	0.00	0.00	0.00	0.00	5,734.00	4,443.28			
ExpCategory: 7 - Repair And Maintenance Total:	0.00	0.00	0.00	0.00	5,734.00	4,443.28	0.00	0.00	0.00
Division: 506 - Information Technology Total:	134,760.00	135,598.12	210,890.00	199,429.28	9,973.00	8,682.28	0.00	0.00	0.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 512 - Street									
ExpCategory: 5 - Captial Outlay									
500-512-568.00 Street Rehab	1,019,230.00	246,928.70	772,301.00	882,856.71	1,000,000.00	-109,736.46	1,000,000.00	1,000,000.00	1,000,000.00
ExpCategory: 5 - Captial Outlay Total:	1,019,230.00	246,928.70	772,301.00	882,856.71	1,000,000.00	-109,736.46	1,000,000.00	1,000,000.00	1,000,000.00
Division: 512 - Street Total:	1,019,230.00	246,928.70	772,301.00	882,856.71	1,000,000.00	-109,736.46	1,000,000.00	1,000,000.00	1,000,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 515 - Facility									
ExpCategory: 5 - Captial Outlay									
500-515-566.00 Infrastructure Rehab	0.00	0.00	0.00	0.00	125,000.00	0.00	185,000.00	312,000.00	312,000.00
ExpCategory: 5 - Captial Outlay Total:	0.00	0.00	0.00	0.00	125,000.00	0.00	185,000.00	312,000.00	312,000.00
Division: 515 - Facility Total:	0.00	0.00	0.00	0.00	125,000.00	0.00	185,000.00	312,000.00	312,000.00

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Defined Budgets

	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2024-2025 1 DR FY24-25	2024-2025 2 PB FY24-25	2024-2025 3 PB(2) FY24-25
Division: 531 - Recreation									
ExpCategory: 5 - Captial Outlay									
500-531-566.00 Infrastructure Rehab	80,000.00	78,400.00	1,600.00	0.00	0.00	0.00			
ExpCategory: 5 - Captial Outlay Total:	80,000.00	78,400.00	1,600.00	0.00	0.00	0.00	0.00	0.00	0.00
Division: 531 - Recreation Total:	80,000.00	78,400.00	1,600.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total:	1,274,490.00	499,820.13	986,398.00	1,082,285.99	1,134,973.00	-101,054.18	1,185,000.00	1,312,000.00	1,330,107.00
Fund: 500 - CAPITAL PROJECTS-BOND FUNDED Surplus (Deficit):	-1,265,390.00	-563,096.15	-924,498.00	-949,018.98	-1,039,973.00	217,728.73	-1,090,000.00	-1,237,000.00	-1,255,107.00
Report Surplus (Deficit):	-774,082.34	1,848,058.46	-859,887.53	1,643,132.41	-2,489,331.16	-544,532.24	-3,549,982.21	-123,250.74	-2,478,088.74



STAFFORD POLICE DEPARTMENT

2702 South Main Street
Stafford, Texas 77477-5599
PHONE: (281) 261-3950
FAX: (281) 499-9744

Memo

M-PD-1947

To: Mayor Ken Mathew and Council Members
From: Richard S. Ramirez, Chief of Police
Date: September 23, 2024
Re: Classification and Salary System

Mayor and Council,

Attached is the Classification and Salary System for the Stafford Police Department for the fiscal year 2024-2025.

In accordance with my presentation to the Council regarding the 2024-2025 Budget, we currently have a total of 15 frozen positions, they are listed as such.

- (7) Patrol Officer positions
- (3) Traffic Officer positions
- (1) Investigator position
- (3) Dispatcher positions
- (1) Part-Time Records Clerk position.

Additionally, the staff information has been revised to accurately reflect the current personnel.

If you have any questions, please let me know.

RSR:rbc
Attachement



CITY OF STAFFORD POLICE DEPARTMENT

Classification and Salary System

PROACTIVE PROGRESSIVE PROFESSIONAL

Approved and Adopted October 2025

Stafford Police Department

spd@staffordtx.gov

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SALARY SYSTEM - OFFICERS

TOTAL POSITIONS	CLASSIFICATION	SALARY RANGE
0	Police Cadet – Non-Certified Applicants	\$50,000
43	Police Officer <ul style="list-style-type: none"> • Patrol Officer.....31 • Traffic Officer.....4 • School Resource Officer.....4 • Investigator – DEA / SCU.....2 • Administration Officer.....1 • Court Bailiff.....1 	\$66,937 - \$90,561
32	** Frozen 24-25 Budget <ul style="list-style-type: none"> • Patrol Officer.....7 • Traffic Officer.....3 • Investigator.....1 	
7	Detective	\$73,287 - \$97,307
6	** Frozen 24-25 Budget <ul style="list-style-type: none"> • Detective.....1 	
1	Criminalist	\$73,722 - \$97,307
7	Sergeant <ul style="list-style-type: none"> • Patrol Supervisors.....4 • Criminal Investigations Supervisor.....1 • School Resource Supervisor.....1 • Office of Prof. Standards.....1 	\$85,443 - \$111,062
4	Lieutenant <ul style="list-style-type: none"> • Day Shift Command.....1 • Night Shift Command.....1 • Office of Professional Standards1 • Criminal Investigations.....1 	\$98,416 - \$124,242
3	Captain <ul style="list-style-type: none"> • Support Services.....1 • Operations.....1 • Office of Professional Standards1 	\$112,835 - \$153,955
1	Assistant Chief	\$124,118 - \$153,955
1	Chief of Police	\$140,870 - \$197,228

The Chief of Police may elect to start a new employee up to 10% above the posted starting salary depending on experience.

*Experience is defined as actual fulltime working as an officer in a police department at a Texas Law Enforcement Agency. City Council may elect to start a new employee at a higher rate as they deem appropriate. Pay increase will be as adopted by City Council.

**Pay Change Effective October 1, 2023

INCENTIVE PAY

Incentive pay is paid monthly once the certification or educational achievement is met. Once an achievement is met the officer shall complete the request for incentive pay and submit to their supervisor to be processed to the Chief's office. Levels of license and education will be submitted in the following year's budget. A request form must be submitted to the Chief's office no later than June 1st of each year. Certification pay for active FTO and Advanced Accident will be submitted to City Council for approval the following month after achievement is met. Employees are only paid for their highest level of license and educational degrees.

INCENTIVE	POSITION	PAY
Intermediate	Peace Officer / TCO	\$40
Advanced	Peace Officer / TCO	\$65
Masters	Peace Officer / TCO	\$90
Associate's Degree	Peace Officer / TCO	\$40
Bachelor's Degree	Peace Officer / TCO	\$65
Master's Degree	Peace Officer / TCO	\$90
*Active Field Training Officer	Police Officer	\$50
**Advanced Accident	Police Officer	\$25

*Active Field Training Officer is an officer or supervisor who is an active trainer in the patrol division. The Field Training Supervisor will receive letters of interest from officers along with a recommendation from their immediate supervisor.

The Field Training team will meet and may interview FTO Candidates in order to make a recommendation to the Chief of Police. The Chief of Police will review the recommendation of the team and either appoint the candidate or reject the application for appointment. Rejections may be based on disciplinary action that has been taken against the officer, sustained complaints, or performance evaluations. Officers that resign or are removed from the FTO team will no longer be eligible for the incentive pay.

**Officers certified in Advanced Accident Investigation are subject to call out when needed to work accidents that require a scale diagram. Officers not willing to be on call are not eligible for incentive pay.

PROMOTIONS

Employees that promote will have their pay raised to the lowest pay for the position that they are promoted to. The promoted employee's raise in pay shall not be less than 5% at the time of promotion. All persons promoted shall be required to successfully complete a six (6) month probationary period.



SALARY SYSTEM –SWORN TCO’S / CRIMINALIST NON-SWORN

POLICE DEPARTMENT PERSONNEL

TOTAL POSITIONS	CLASSIFICATION	SALARY RANGE
12	Telecommunication Officer <ul style="list-style-type: none"> No Experience Completion of two (2) years of service 2 plus years of experience 	\$48,300 \$52,164 - \$68,378 \$52,164 – 68,378
9	Frozen 24-25 Budget <ul style="list-style-type: none"> Telecommunication Officer.....3 	
2	Telecommunications Supervisor	\$54,690 - \$81,926
1	Criminalist Non-Sworn	\$48,036 - \$ 71,952

SALARY SYSTEM –ADMINISTRATION

TOTAL POSITIONS	CLASSIFICATION	SALARY RANGE
1	<ul style="list-style-type: none"> Police Administration Coordinator 	
2	<ul style="list-style-type: none"> Administrative Assistants 	
1	<ul style="list-style-type: none"> Part Time Administrative Assistant 	
2	<ul style="list-style-type: none"> Part -time Records Clerks ** Frozen 24-25	
1	<ul style="list-style-type: none"> Part- time Records Clerk 	
1	<ul style="list-style-type: none"> Crime Victim Liaison 	

The Chief of Police may elect to start a new employee up to 5% above the posted starting salary depending on experience.

* Experience is defined as actual fulltime working in a call taking position in a police and or fire communications center. City Council may elect to start a new employee at a higher rate as they deem appropriate. Pay increase will be as adopted by City Council.

EMPLOYEE ALLOCATIONS

NAME	POSITION	CLASS STRUCTURE	CLASS	LEVEL	FLSA	DEPT
Adkisson, Liam	Telecommunications Officer	Public Safety Support	Telecommunications Officer	1 of 2	NE	Police
Allen, Charles	Cadet		Cadet		NE	Police
Alvarado, Enrique	Sergeant	Sworn Police	Police Officer	1 of 5	NE	Police
Afsar, Tahir	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Blaschke, Mary A	Administrative Assistant (Support Services)	Administrative Support	Administrative Assistant	2 of 3	NE	Police
Boogman, Ruth	Cadet		Cadet		NE	Police
Burnette, Gloria	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Butler, John	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Canas, Jonathan	Cadet		Cadet		NE	Police
Cantu, Cienna	Police Officer	Sworn Police	Police Officer	2 of 5	NE	Police
Cartwright, Gerard L	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Claunch, Leslie	Detective	Sworn Police	Detective	2 of 5	NE	Police
Cohn, Nathan	Captain	Sworn Police	Captain	1 of 5	NE	Police
Compean, Dylan	Police Officer	Sworn Police	Police Officer	3 of 5		
Cross, Renote	Police Admin Coordinator	Public Safety Support	Police Administrative Coordinator	Stand Alone	NE	Police
DeLeon, Glenda	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Eddleblute, Dawn	Detective	Sworn Police	Detective	1 of 5	NE	Police
Edgar, Barbara	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Emanuel, DeMarcus	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Garcia, Anthony	Captain	Sworn Police	Captain	2 of 5	NE	Police
Garza, Edward	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Gee, Jarrod	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Harris, John	Police Officer	Sworn Police	Police Officer	2 of 5	NE	Police
Harrigan, Gabriel	Telecommunication Supervisor	Public Safety Support	Telecommunications Supervisor	2 of 2	NE	Police
Hawkins, Joshua	Police Officer	Sworn Police	Police Officer	3 of 5	NE	Police
Hayden, Dominique	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Hernandez, Katherine	Telecommunications Officer	Public Safety Support	Telecommunications Officer	1 of 2	NE	Police
Horricks, Gavin	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Jones, Simon	Cadet		Cadet		NE	Police
Kirkley, Mary	Crime Victim Liaison	Public Safety Support	Crime Victim Liaison	Grant Position		
Lopez, Luciano	Lieutenant	Sworn Police	Lieutenant	3 of 5	NE	Police
Lopez, Valerie	Sergeant	Sworn Police	Sergeant	3 of 5	NE	Police
McDougle, Johnathan	Sergeant	Sworn Police	Sergeant	1 of 5	NE	Police
McKinnies, Jaron	Sergeant	Sworn Police	Sergeant	1 of 5	NE	Police
Melendez, Kristi	Sergeant	Sworn Police	Detective	2 of 5	NE	Police
Mitchell, Amir	Criminalist / Non-Sworn	Public Safety Support	Criminal Support Technician	Stand Alone	NE	Police
Montelongo, Ian	Police Officer	Sworn Police	Police Officer	5 of 5	NE	Police
Morales, Bobby	Cadet		Cadet		NE	Police
Norris, Desmond	Police Officer	Sworn Police	Police Officer	2 of 5	NE	Police
Novak, Jr., Richard L	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Numa, Terron	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Perez, Brian	Cadet		Cadet		NE	Police

Classification and Salary System_ October 2025

Perry, Jasmine	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Pham, Davis P	Lieutenant	Sworn Police	Lieutenant	4 of 5	NE	Police
Rainey, Ronald	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Ramirez, Richard S.	Police Chief	Management	Director	3 of 3	EX	Police
Reising, Gregory	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Richards, Adam	Detective	Sworn Police	Detective	1 of 5	NE	Police
Romero, David	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Rose, Shane	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Sandoval, Juan	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Shanklin-McCartney, Hollie	Detective	Sworn Police	Detective	1 of 5	NE	Police
Sharp, Glen	Detective	Sworn Police	Detective	2 of 5	NE	Police
Smith, Sarah	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Sonnier, Victoria	Administrative Assistant	Administrative Support	Administrative Assistant	2 of 3	NE	Police
Stout, Andrea	Criminalist / Sworn	Public Safety Support	Criminal Support Technician	Stand Alone	NE	Police
Sujo, Craig	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Tarnosky, Marissa	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Thompson, Darren	Police Officer	Sworn Police	Police Officer	1 of 5	NE	Police
Toussaint, Paige	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Trevino, Jennifer	Telecommunications Supervisor	Public Safety Support	Telecommunications Supervisor	2 of 2	NE	Police
Trevino, Julia	Detective	Sworn Police	Detective	3 of 5	NE	Police
Tristan, Larry	Lieutenant	Sworn Police	Lieutenant	3 of 5	NE	Police
Turcios, Eric	Cadet		Cadet		NE	Police
Virata, Jordan	Telecommunications Officer	Public Safety Support	Telecommunications Operator	1 of 2	NE	Police
Ward, Ryan	Lieutenant	Sworn Police	Lieutenant	4 of 5	NE	Police
Williams, DeAndre	Cadet		Cadet		NE	Police
Williams, Joe R	Captain	Sworn Police	Captain	3 of 5	NE	Police
Wilson Jr, Gregory	Cadet		Cadet		NE	Police
Wright, Kelly	Assistant Police Chief	Management	Assistant Director	2 of 3	EX	Police

CLASSIFICATION STRUCTURE

MANAGER (1 OF 3)

<p>Director of Communications & Records</p>	<p>EX</p>	<p>Minimum Qualifications: Bachelor's Degree and three (3) years of progressively responsible experience related to area of assignment, including prior lead or supervisory experience.</p> <p>Certification/Licensure: Depending on assignment, may require:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License • Dispatcher Advance License issued by the Texas Commission on Law Enforcement. 	<p>This is the first level in a three level Management Series. Managers make process level decisions on behalf of the organization subject to constraints imposed by available technology and resources. Such process level decisions provide context for the work to be accomplished by subordinates supervised within the assigned division within a major department managed. Incumbents are responsible for the management of functions and budget associated with an assigned division of a major department and are responsible for the supervision of professional technical and/or administrative support staff within the assigned unit.</p> <p>Incumbents supervise staff including conducting performance evaluations, coordinating training; and implementing hiring, discipline and termination procedures.</p>
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ASSISTANT DIRECTOR (2 OF 3)

<p>Assistant Chief of Police</p>	<p>EX</p>	<p>Minimum Qualifications: Bachelor's Degree and three (3) years of progressively responsible experience related to area of assignment, including prior lead or supervisory experience.</p> <p>Certification/Licensure: Depending on assignment, may require:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License • Master Peace Officer Certification issued by the Texas Commission on Law Enforcement. 	<p>This is the second level in a three level Management Series. Managers make interpretive level decisions on behalf of the organization subject to constraints imposed by available technology and resources. Such interpretive level decisions provide context for the work to be accomplished by subordinates supervised within the assigned division within a major department managed. Incumbents are responsible for the management of functions and budget associated with an assigned division of a major department and are responsible for the supervision of professional, technical and/or administrative support staff within the assigned unit.</p> <p>Incumbents supervise staff including conducting performance evaluations, coordinating training; and implementing hiring, discipline and termination procedures.</p>
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DIRECTOR (3 OF 3)

<p>Chief of Police</p>	<p>EX</p>	<p>Minimum Qualifications: Bachelor's Degree and 5 years of experience related to area of assignment including 3 years of supervisory experience.</p> <p>Certification/Licensure: Depending on assignment, may require:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License • Master Peace Officer Certification issued by the Texas Commission on Law Enforcement. 	<p>This is the third level in a three level Management Series. Directors apply management principles with critical impact on citizens and the organization.</p> <p>Incumbents exercise strategic and visionary thinking having organization-wide application and impact; develop and implement programs critical to the City; and exercise control and supervision of an assigned department and significant resources. Responsibility within the organization is comprised of a designated department.</p> <p>Positions will usually have responsibility for program outcomes across a designated department as assigned.</p> <p>Incumbents supervise staff including conducting performance evaluations, coordinating training; and implementing hiring, discipline and termination procedures.</p>
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OFFICE ASSISTANT (1 OF 3)

<p>Receptionist / Administrative Assistant</p>	<p>NE</p>	<p>Minimum Qualifications: High school diploma, GED or equivalent, and one (1) year of prior clerical experience.</p>	<p>This is the first and entry level in a three level Administrative Support Classification Series devoted to providing routine, entry level to semi-skilled clerical support activities. Typical duties may include answering phones, filing, copying, document scanning, directing visitors and callers, data entry, collecting payments, maintaining logs, processing/distributing mail, monitoring office supplies, word processing of routine documents; and/or, performing other related activities.</p>
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ADMINISTRATIVE ASSISTANT (2 OF 3)

<p>Administrative Assistant</p>	<p>NE</p>	<p>Minimum Qualifications: High school diploma, GED or equivalent, and three (3) years of administrative/clerical experience.</p>	<p>This is the second and journey paraprofessional level in a three level Administrative Support Classification Series devoted to providing skilled clerical, secretarial and general administrative support for an assigned department. Typical duties may</p>
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			include: preparing routine reports; performing general office duties; schedule and tracking department appointments and activities; preparing routine correspondence; cashiering; providing customer service; processing applicable forms and documents; ordering and disseminating office supplies, equipment and related items; tracking budget; making travel arrangements; and/or, performing other related activities.
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ADMINISTRATIVE SPECIALIST (3 OF 3)

Administrative Assistant	NE	<p>Minimum Qualifications: High school diploma. GED or equivalent and five (5) years of progressively responsible administrative/clerical experience of including prior experience in area(s) of assignment.</p>	<p>This is the third and advanced journey paraprofessional level in a three level Administrative Support Classification Series devoted to providing complex administrative support for an assigned department and / or program. Depending on assignment, typical duties may include: administering oaths; overseeing and participating in the preparation and distribution of meeting agendas and minutes; taking and transcribing meeting minutes; posting legally required notices; preparing documents for publication; administering open records requests; assisting with elections; drafting correspondence for supervisor; manager office activities; and / or, performing other specialized activities.</p>
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POLICE OFFICER (1 OF 5)

<p>Police Officer</p> <p>NOTE: Police Cadet is a training assignment, not a job classification.</p>	NE	<p>Minimum Qualifications: High School Diploma or GED.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Basic Certification from the Texas Commission of Law Enforcement. 	<p>This class is the first level in a five level Sworn Police Series. Incumbents ensure the safety and security of City streets, buildings, residences, and neighborhoods. Typical duties may include: maintaining readiness for emergency call response; responding to emergency calls when dispatched and taking proper action; conducting patrol; and/or, performing other related activities. As assigned, incumbents may serve as school resource officers or other assigned area(s).</p>
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POLICE DETECTIVE (2 OF 5)

<p>Detective</p> <p>NOTE: Typically Police Detective and Police Sergeant would be in same classification; no changes to the Sworn Police classification structure were implemented and Detective remained a separate class.</p>	<p>NE</p>	<p>Minimum Qualifications: High School Diploma or GED, and three (3) years of sworn police experience.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Intermediate Certification from the Texas Commission of Law Enforcement. 	<p>This class is the second level in a five level Sworn Police Series. Incumbents investigate crimes. Typical duties may include: conducting criminal investigations; gathering and submitting evidence; communicating with informants, victims and witnesses; conducting surveillance; coordinating multi-jurisdictional operations; preparing reports; testifying in court; and/or, performing other related activities.</p>
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POLICE SERGEANT (3 OF 5)

<p>Police Sergeant</p>	<p>NE</p>	<p>Minimum Qualifications: High School Diploma or GED, and three (3) years of sworn police experience.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Intermediate Certification from the Texas Commission of Law Enforcement. 	<p>This class is the third level in a five level Sworn Police Series. Incumbents serve as first line supervisors of Police Officer units or teams including directing activities at incident scenes and overseeing the work of Officers. Responsibilities include supervising a unit of officers; organizing and planning required training; performing administrative activities in support of operations; and / or, performing other related activities.</p>
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POLICE LIEUTENANT (4 OF 5)

<p>Police Lieutenant</p>	<p>NE</p>	<p>Minimum Qualifications: Associate's degree or 30 college credit hours in Criminal Justice or related field and five (5) years of Police Sergeant level experience.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Advanced Certification from the Texas Commission of Law Enforcement. • Supervisory Training Certification from the Texas Commission of Law Enforcement Officer Standards and Education 	<p>This class is the fourth level in a five level Sworn Police Series. Incumbents provide direction and supervision for an assigned unit within the department. Responsibilities include supervising an assigned unit; organizing and planning required training; participating administrative and policy activities in support of operations; responding to and directing activities and procedures related to Police procedure; managing assigned projects; managing operational budgets; managing inventory; overseeing the investigation of criminal activities; and, performing special assignments.</p>
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POLICE CAPTAIN (5 OF 5)

Police Captain	EX	<p>Minimum Qualifications: Associate's degree or 60 college credit hours in Criminal Justice or related field and three (3) years of Police Lieutenant level experience.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> Valid Texas Driver's License; Advanced Certification from the Texas Commission of Law Enforcement. 	<p>This class is the fifth level in a five level Sworn Police Series. Incumbents supervise lieutenants and provide direction and supervision for a major division or multiple divisions within the department. Typical duties may include: supervising a major division or multiple divisions within the department analyzing statistics and preparing reports; providing administrative and policy activities in support of operations; coordinating activities with external agencies; investigating complaints; preparing and managing budget; developing and managing Police procedures; and, performing special assignments.</p>
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TELECOMMUNICATIONS OPERATOR (1 OF 2)

Emergency Telecommunications Officer	NE	<p>Minimum Qualifications: High School Diploma or GED.</p>	<p>This is the first level in a two level Public Safety series. Typical duties may include: performing emergency and non-emergency public safety dispatch; providing customer service; relaying updates for service to public safety personnel; entering information into databases; maintaining logs; receiving and disseminating information; monitoring alarm and video monitoring systems; and/or, performing other related activities.</p>
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TELECOMMUNICATIONS SUPERVISOR (2 OF 2)

Assistant Director of Communications	NE	<p>Minimum Qualifications: High School Diploma or GED, and three (3) years of experience as an Emergency Telecommunications Operator.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> Dispatch Intermediate License issued by the 	<p>This is the second level in a two level Public Safety Support series. Typical duties may include: supervising staff; preparing work schedules; completing public safety validations; retrieving information for public information purposes; responding to inquiries from the public; performing emergency and non-emergency public safety dispatch; and/or, performing other related activities.</p>
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		Texas Commission on Law Enforcement.	
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CRIMINAL SUPPORT TECHNICIAN (STAND-ALONE)

Criminalist	NE	<p>Minimum Qualifications: High School Diploma or GED, supplemented by additional technical training, and two (2) years of related experience.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> Valid Texas Driver's License 	<p>This is a stand-alone class in Public Safety Support. Typical duties may include: maintaining and disposing of property and evidence; responding to and evaluating and processing crime scenes; documenting chain of custody; testifying in court; working with internal staff and/or external agencies on criminal cases; preparing reports; preparing evidence for analyses; and/or, performing other related activities.</p>
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POLICE ADMINISTRATIVE COORDINATOR (STAND-ALONE)

Police Administration Coordinator	NE	<p>Minimum Qualifications: Associate's degree and five (5) years of law enforcement experience.</p> <p>Licensure / Certification:</p> <ul style="list-style-type: none"> Valid Texas Driver's License Criminal Justice Information System Practitioner Certification 	<p>This is a stand-alone professional level class in Public Safety Support focused on coordinating crime analysis and crime mapping program related to Public Safety support functions. Typical duties may include: developing, maintaining and promoting social media program, special projects, community events, and related items; administering open record requests; participating in the maintenance of policy manuals; preparing and disseminating reports; processing legal documents; preparing crime statistics, trends and related items; developing collateral promotional materials; and/or, performing other related activities.</p>
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CLASSIFICATION ALLOCATION APPEAL FORM / PROCESS

Classification Appeal Process

- **Overview** - This appeal process is specifically designated to ensure appropriate allocation of positions to the new classification system adopted by the City. This process is not intended to address concerns related to salary or other issues which may be addressed, as needed, through other City processes/mechanisms.
- **Appeal Submittal Timeframe** - For a period of 8 weeks, appeals submitted with appropriate information, signatures, supervisor and department support will be reviewed to assess whether the type and level of work has been assigned to the most appropriate classification.
- **Resources Needed** - Please reference all comments related to this classification appeal to your assigned class specification and the class specification(s) you believe is more appropriate to the type and level of work you are performing.

Submittal Statement and Contact Information

NAME:

ASSIGNED CLASSIFICATION TITLE:

FORMER POSITION TITLE:

REQUESTED CLASSIFICATION TITLE:

DEPARTMENT/DIVISION:

REPORTS TO:

PHONE/EMAIL:

DATE:

REQUEST: Upon review of the proposed classification and my duties and responsibilities with my supervisor, I am formally requesting that my position be reviewed. I understand that the City Council will review the information submitted in this appeal, along with information provided by my immediate supervisor and/or my department director. Submission of this request in no way implies that a reallocation of my position to another classification will occur.

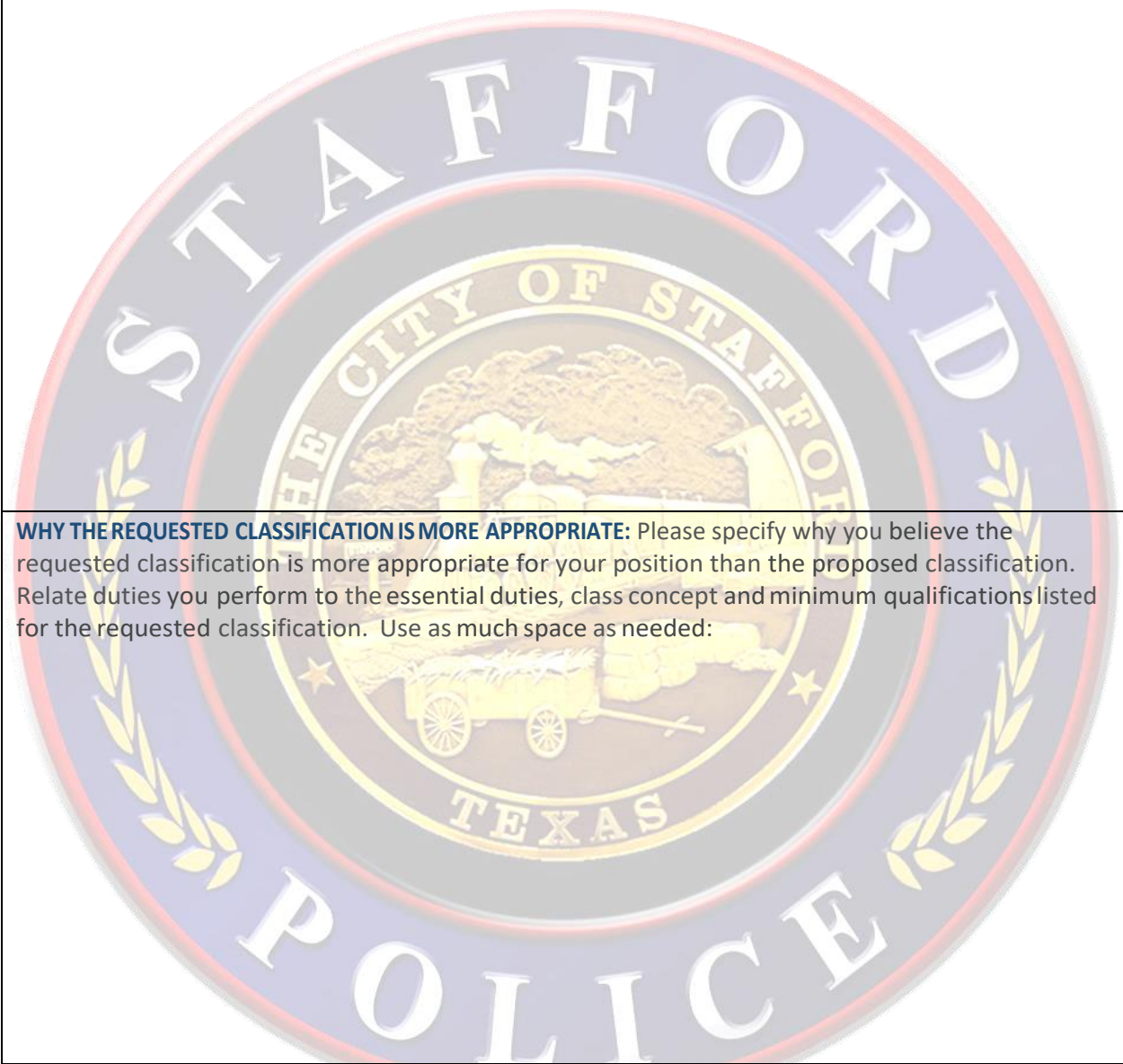
SIGNATURE/DATE: _____

Employee Appeal Information

WHY THE ASSIGNED CLASSIFICATION IS NOT APPROPRIATE: Please specify why you do not believe the proposed classification is correct for your position/classification. Specify how your position differs from the proposed classification. If you believe that the minimum qualifications or required knowledge and skills are inappropriate, please indicate what qualifications are appropriate and why. Use as much space as needed:

WHY THE REQUESTED CLASSIFICATION IS MORE APPROPRIATE: Please specify why you believe the requested classification is more appropriate for your position than the proposed classification. Relate duties you perform to the essential duties, class concept and minimum qualifications listed for the requested classification. Use as much space as needed:

TRANSMITTAL TO YOUR IMMEDIATE SUPERVISOR: Complete and forward this form to your immediate supervisor for review and comment. Your supervisor will review your request, make comments as appropriate and then forward it to his/her department director for review and comment. Be sure to allow sufficient time for supervisor and department director review as your appeal must be submitted to the Finance Director no later than _____. Appeals must include supervisor and/or department director comments and signatures.



Supervisor Comments

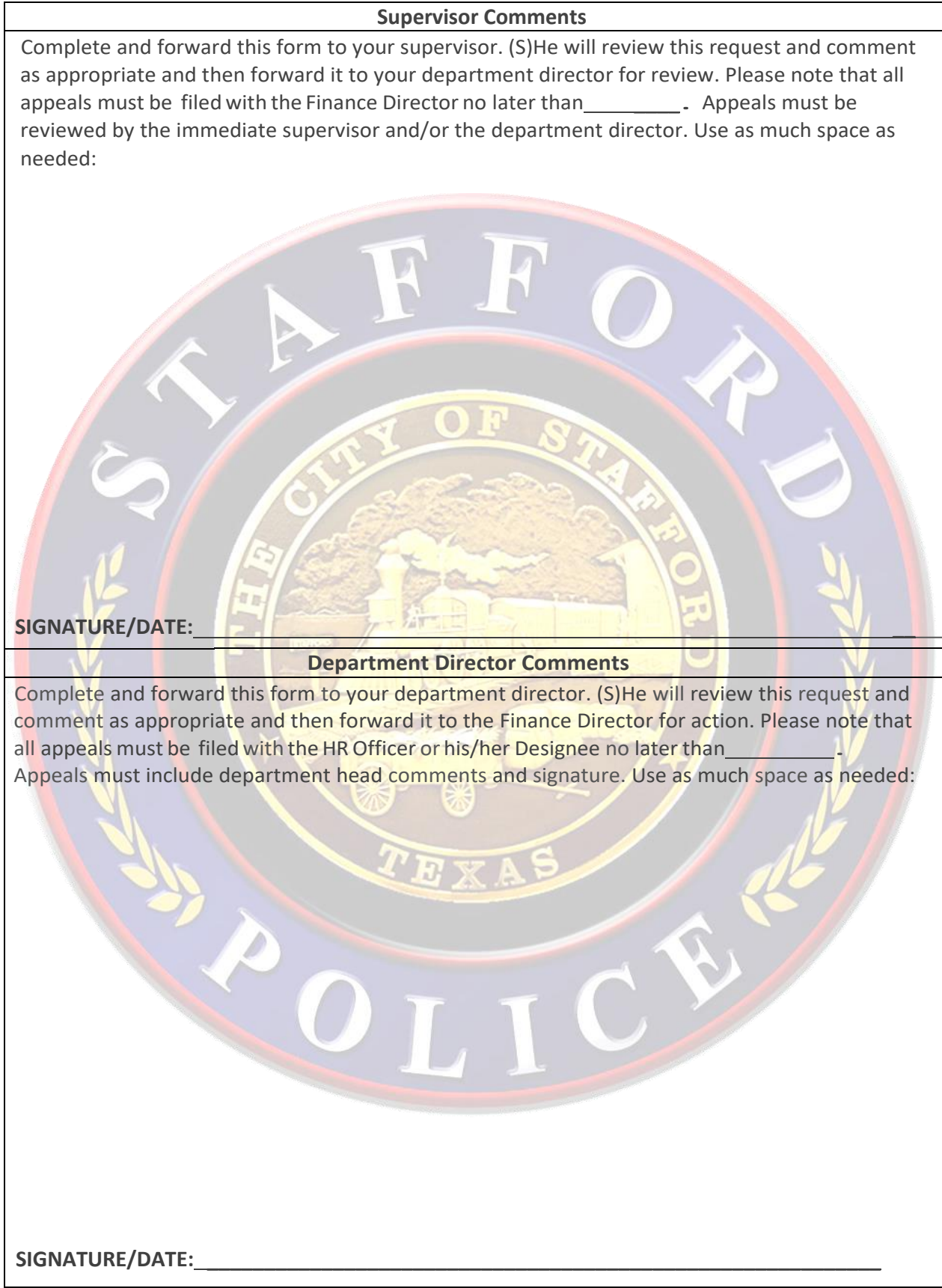
Complete and forward this form to your supervisor. (S)He will review this request and comment as appropriate and then forward it to your department director for review. Please note that all appeals must be filed with the Finance Director no later than _____. Appeals must be reviewed by the immediate supervisor and/or the department director. Use as much space as needed:

SIGNATURE/DATE: _____

Department Director Comments

Complete and forward this form to your department director. (S)He will review this request and comment as appropriate and then forward it to the Finance Director for action. Please note that all appeals must be filed with the HR Officer or his/her Designee no later than _____. Appeals must include department head comments and signature. Use as much space as needed:

SIGNATURE/DATE: _____



City Council Appeal Determination

POSITION ALLOCATION DETERMINATION: _____

City Council comments regarding the rationale for either a determination that the position is appropriately classified or that the position is to be reallocated:



SIGNATURE/DATE: _____

**Appeal
Feedback**

Finance Director to provide copies of form circulated back to employee and those providing input.

SIGNATURE/DATE: _____

MANAGEMENT

DIRECTOR

JOB FAMILY	FLSA STATUS
Management	Exempt
CLASS SUMMARY:	
<p>This is the third level in a three level Management Series. Directors apply management principles with critical impact on citizens and the organization. Incumbents exercise strategic and visionary thinking having organization-wide application and impact; develop and implement programs critical to the City; and exercise control and supervision of an assigned department and significant resources. Responsibility within the organization is comprised of a designated department. Positions will usually have responsibility for program outcomes across a designated department as assigned. Incumbents supervise staff including conducting performance evaluations, coordinating training; and implementing hiring, discipline and termination procedures.</p>	
ESSENTIAL DUTIES: This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	PERCENT OF TIME:
Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and, making hiring, termination, and disciplinary recommendations.	Daily 20%
Provides oversight and directs the implementation of internal operations and programs of designated department; provides strategic planning, coordinating, administering, and evaluation of programs, projects, processes, procedures, systems, standards, and/or services; prioritizes projects and initiatives in alignment with organizational objectives; ensures compliance with Federal, State, and local laws, regulations, codes, and/or standards.	Daily 20%
Provides oversight and operational direction to achieve departmental goals, objectives, and strategic vision; develops and oversees the adherence with policies, procedures and standards; evaluates operational effectiveness and implements process improvements and the optimization of resources.	Daily 20%
Serves as an organizational and departmental representative advising and consulting with City management, departments, Council, Boards, Commissions, various agencies and/or other organizations and project stakeholders.	Weekly 15%
Develops short and long term goals, objectives, and strategic plans; oversees and/or negotiates contracts; provides and presents communications and updates on department activities, positions and status.	Monthly 10%
Develops, administers and oversees departmental budget. Reviews financial statements, monitors and approves expenditures and ensures compliance.	Monthly 5%
Performs other duties of a similar nature and level as assigned.	As Required

POSITION SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:

Positions assigned to Police may be responsible for:

- Directing and administering Emergency Management services and operations.

TRAINING AND EXPERIENCE:

Bachelor's Degree and five (5) years of experience related to area of assignment including three (3) years of supervisory experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

LICENSING / CERTIFICATION:

Some positions may require specialized certifications based upon assignment.

- Valid Texas Driver's License;
- Master Peace Officer Certification issued by the Texas Commission on Law Enforcement

KNOWLEDGE OF:

- Applicable Federal, State, and Local Laws, Codes, Regulations and / or Ordinances.
- Applicable Federal, state and local laws, codes, regulations and/or ordinances;
- Managerial principles, practices and techniques;
- Public administration principles and practices;
- Advanced principles and practices in assigned area of responsibility;
- Program development and administration principles and practices;
- Policy and procedure development practices;
- Financial management and budgeting principles;
- Forecasting and planning principles;
- Contract administration principles;
- Specialized equipment relevant to area of assignment;
- Modern office technology and equipment.

SKILLS IN:

- Interpreting and applying applicable laws, codes, regulations and standards;
- Interpreting and applying applicable laws, codes, regulations and standards;
- Managing, monitoring, and evaluating subordinates;
- Delegating and assigning priorities;
- Developing and directing department functions, programs and initiatives;
- Providing long range planning and strategy;
- Planning for and allocating resources;
- Providing financial planning and analysis;
- Developing and managing budgets;
- Monitoring operations and enforcing policies and procedures;
- Negotiating and building consensus;
- Ensuring regulatory compliance;
- Monitoring and overseeing contract administration;
- Researching, providing and presenting reports, findings and recommendations;
- Working with diverse groups to achieve successful outcomes;
- Utilizing a computer and relevant software applications;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

ADA AND OTHER REQUIREMENTS:

Positions in this class typically require: stooping, reaching, standing, walking, pulling, lifting, fingering, grasping, talking, hearing, seeing and repetitive motions.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Incumbents may be subjected to extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)
Date: (08/15)

MANAGER

JOB FAMILY	FLSA STATUS
Management	Exempt
CLASS SUMMARY:	
<p>This is the third level in a three level Management Series. Directors apply management principles with critical impact on citizens and the organization. Incumbents exercise strategic and visionary thinking having organization-wide application and impact; develop and implement programs critical to the City; and exercise control and supervision of an assigned department and significant resources. Responsibility within the organization is comprised of a designated department. Positions will usually have responsibility for program outcomes across a designated department as assigned. Incumbents supervise staff including conducting performance evaluations, coordinating training; and implementing hiring, discipline and termination procedures.</p>	
ESSENTIAL DUTIES: This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	PERCENT OF TIME:
Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and, making hiring, termination, and disciplinary recommendations.	Daily 20%
Provides oversight and directs the implementation of internal operations and programs of designated department; provides strategic planning, coordinating, administering, and evaluation of programs, projects, processes, procedures, systems, standards, and/or services; prioritizes projects and initiatives in alignment with organizational objectives; ensures compliance with Federal, State, and local laws, regulations, codes, and/or standards.	Daily 20%

Provides oversight and operational direction to achieve departmental goals, objectives, and strategic vision; develops and oversees the adherence with policies, procedures and standards; evaluates operational effectiveness and implements process improvements and the optimization of resources.	Daily 20%
Serves as an organizational and departmental representative advising and consulting with City management, departments, Council, Boards, Commissions, various agencies and/or other organizations and project stakeholders.	Weekly 15%
Develops short and long term goals, objectives, and strategic plans; oversees and/or negotiates contracts; provides and presents communications and updates on department activities, positions and status.	Monthly 10%
Develops, administers and oversees departmental budget. Reviews financial statements, monitors and approves expenditures and ensures compliance.	Monthly 5%
Performs other duties of a similar nature and level as assigned.	As Required
<p>POSITION SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:</p> <p>Positions assigned to Police may be responsible for:</p> <ul style="list-style-type: none"> • Directing and administering Emergency Management services and operations. 	
<p>TRAINING AND EXPERIENCE:</p> <p>Bachelor's Degree and five (5) years of experience related to area of assignment including three (3) years of supervisory experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>	
<p>LICENSING / CERTIFICATION:</p> <p>Some positions may require specialized certifications based upon assignment.</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Master Peace Officer Certification issued by the Texas Commission on Law Enforcement 	
<p>KNOWLEDGE OF:</p> <ul style="list-style-type: none"> • Applicable Federal, State, and Local Laws, Codes, Regulations and / or Ordinances. • Applicable Federal, state and local laws, codes, regulations and/or ordinances; • Managerial principles, practices and techniques; • Public administration principles and practices; • Advanced principles and practices in assigned area of responsibility; • Program development and administration principles and practices; • Policy and procedure development practices; • Financial management and budgeting principles; • Forecasting and planning principles; • Contract administration principles; • Specialized equipment relevant to area of assignment; • Modern office technology and equipment. 	
<p>SKILLS IN:</p> <ul style="list-style-type: none"> • Interpreting and applying applicable laws, codes, regulations and standards; • Interpreting and applying applicable laws, codes, regulations and standards; • Managing, monitoring, and evaluating subordinates; • Delegating and assigning priorities; • Developing and directing department functions, programs and initiatives; • Providing long range planning and strategy; 	

- Planning for and allocating resources;
- Providing financial planning and analysis;
- Developing and managing budgets;
- Monitoring operations and enforcing policies and procedures;
- Negotiating and building consensus;
- Ensuring regulatory compliance;
- Monitoring and overseeing contract administration;
- Researching, providing and presenting reports, findings and recommendations;
- Working with diverse groups to achieve successful outcomes;
- Utilizing a computer and relevant software applications;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

ADA AND OTHER REQUIREMENTS:

Positions in this class typically require: stooping, reaching, standing, walking, pulling, lifting, fingering, grasping, talking, hearing, seeing and repetitive motions.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

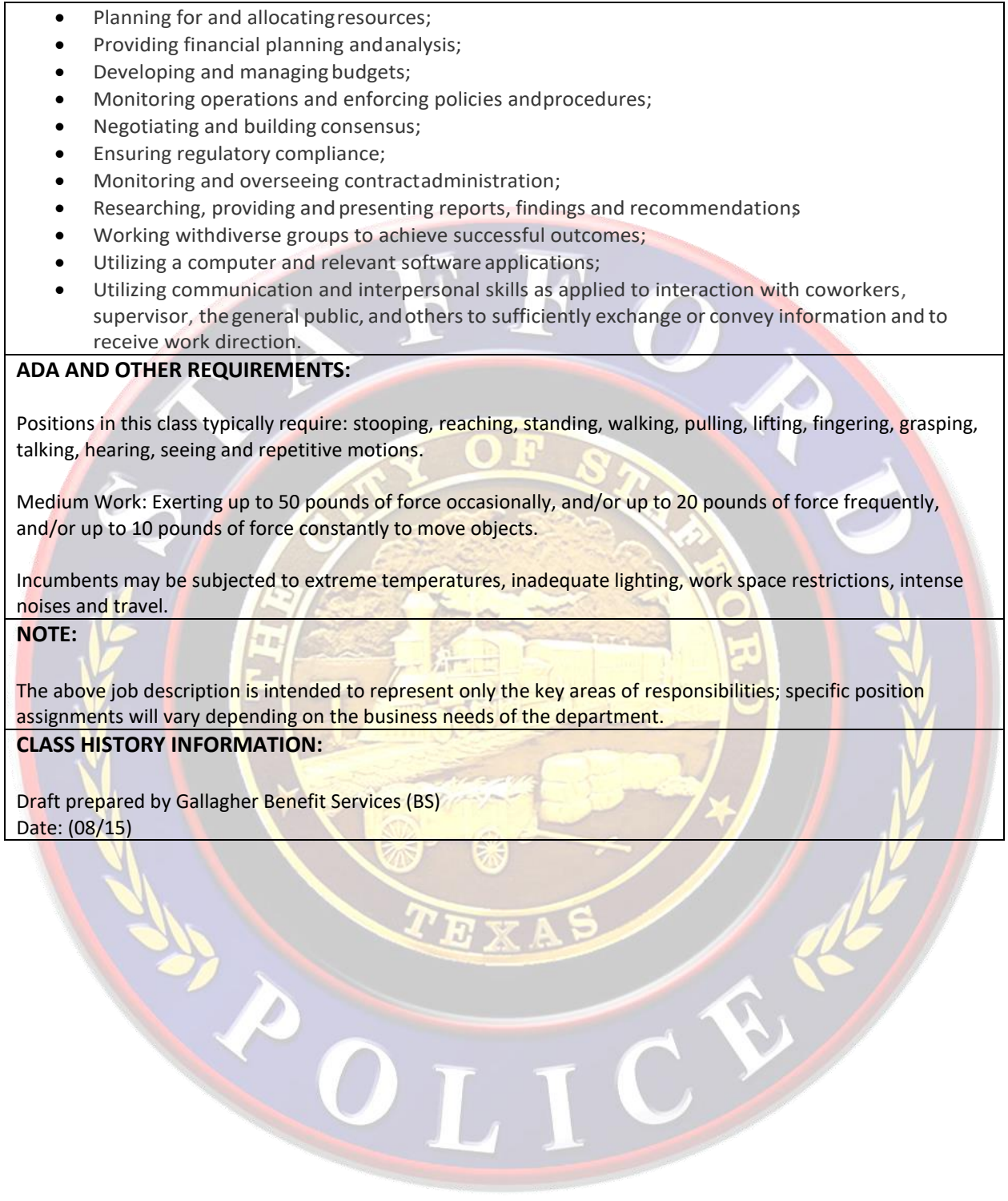
Incumbents may be subjected to extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)
Date: (08/15)



SWORN POLICE

POLICE CAPTAIN

JOB FAMILY	FLSA STATUS
Sworn Police	Exempt
CLASS SUMMARY:	
<p>This class is the fifth level in a five level Sworn Police Series. Incumbents supervise Lieutenants and provide direction and supervision for a major division or multiple divisions within the department. Typical duties may include: supervising a major division or multiple divisions within the department; analyzing statistics and preparing reports; providing administrative and policy activities in support of operations; coordinating activities with external agencies; investigating complaints; preparing and managing budget; developing and managing Police procedures; and, performing special assignments.</p>	
ESSENTIAL DUTIES: This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	PERCENT OF TIME:
Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and, making hiring, termination, and disciplinary recommendations.	Daily 20%
Plans, directs, oversees and evaluates the daily operations of assigned division(s) within the department; may accompany staff in the field and assist with police support or criminal investigations operations or serve as command; and ensures compliance with policies, laws and regulations.	Daily 20%
Reviews submitted reports and documentation for accuracy and completeness; analyzes trends; identifies issues and potential departmental concerns; performs reporting quality checks and ensures the maintenance of pertinent documentation.	Daily 20%
Serves as a liaison and coordinates work efforts with other departments, agencies and the community; ensures operational efficiencies and effective work methods are achieved.	Weekly 10%
Reviews and investigates, or oversees investigation of citizen complaints and sensitive issues; reviews results of investigations; determines and implements appropriate responses and action	Weekly 10%
Contributes to the development and implementation of policies and plans in support of departmental operations.	Monthly 5%
Prepares and manages assigned operational budget; reviews and ensures maintenance of equipment and resource needs; provides recommendations for resource enhancements.	Monthly 5%
Performs other duties of a similar nature and level as assigned.	As Required

TRAINING AND EXPERIENCE:

Associate's degree or 60 college credit hours in Criminal Justice or related field and three (3) years of Police Lieutenant level experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

LICENSING / CERTIFICATION:

Some positions may require specialized certifications based upon assignment.

- Valid Texas Driver's License;
- Master Peace Officer Certification issued by the Texas Commission on Law Enforcement

KNOWLEDGE OF:

- Applicable Federal, state and local laws, codes, regulations and/or ordinances;
- Supervisory principles, practices and techniques;
- Public safety administrative principles;
- Modern law enforcement and crime prevention practices;
- Principles and practices of comprehensive police patrol, criminal investigations and traffic safety;
- Criminal procedures and defense tactics;
- Research methods;
- Applicable communications and law enforcement equipment ;
- Customer service principles;
- Budgeting principles.
- Specialized equipment relevant to area of assignment;
- Modern office technology and equipment.

SKILLS IN:

- Interpreting and applying applicable laws, codes, regulations and standards;
- Supervising, monitoring, training and evaluating staff;
- Overseeing law enforcement and crime prevention activities;
- Overseeing criminal investigations and the securing and maintenance of crime scene evidence;
- Analyzing trends and providing recommendations;
- Assessing situations and directing response actions ;
- Monitoring and supervising the maintenance of law enforcement equipment;
- Responding to the public or media regarding complex, sensitive issues;
- Providing positive public relations;
- Developing and implementing policies and procedures;
- Reviewing, planning and implementing training programs;
- Reviewing reports, investigative summaries and briefings;
- Preparing and managing assigned budget;
- Utilizing a computer and relevant software applications;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

<p>ADA AND OTHER REQUIREMENTS:</p> <p>Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing , pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.</p> <p>Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.</p> <p>Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes , odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting , work space restrictions, intense noises , travel and environmental conditions such as disruptive people, imminent danger or a threatening environment.</p>
<p>NOTE:</p> <p>The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.</p>
<p>CLASS HISTORY INFORMATION:</p> <p>Draft prepared by Gallagher Benefit Services (BS) Date: (8/15)</p>

POLICE LIEUTENANT

JOB FAMILY	FLSA STATUS
Sworn Police	Non-Exempt
<p>CLASS SUMMARY:</p> <p>This class is the fourth level in a five level Sworn Police Series. Incumbents provide direction and supervision for an assigned unit within the department. Responsibilities include supervising an assigned unit; organizing and planning required training; participating in administrative and policy activities in support of operations; responding to and directing activities and procedures related to Police procedure; managing assigned projects; managing operational budgets; managing inventory; overseeing the investigation of criminal activities; and, performing special assignments.</p>	
<p>ESSENTIAL DUTIES:</p> <p>This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.</p>	<p>PERCENT OF TIME:</p>
Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and, making hiring, termination, and disciplinary recommendations.	Daily 20%
Plans, organizes, oversees and evaluates the daily operations of assigned unit; conducts shift briefings to provide communications updates; ensures compliance with policies, laws and regulations.	Daily 20%
Responds to and resolves sensitive public inquiries or complaints; provides public safety information, law enforcement updates and related departmental communications. May provide response to inquiries from the media.	Daily 15%
Reviews submitted reports and documentation for accuracy and completeness;	Daily 10%

ensures the maintenance of required documentation.	
Contributes to the development and implementation of policies and plans in support of departmental operations. May be called out and serve as command in providing police support at critical incidents.	Monthly 15%
Assists in the development of and manages assigned operating budget; approves expenditures; recommends budgetary adjustments.	Monthly 5%
Assists in planning and implementing of special training programs. Oversees maintenance of equipment inventory and/or fleet requirements.	Monthly 5%
Performs other duties of a similar nature and level as assigned.	As Required
<p>POSITION SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:</p> <p>Positions assigned to Office of Professional Standards and Training may be responsible for:</p> <ul style="list-style-type: none"> • Recruiting, interviewing and recommending the selection of new employees; • Conducting background checks and administering entrance testing; • Organizing and recommending required training for current employees; • Investigating internal matters and recommending disciplinary actions. 	
<p>TRAINING AND EXPERIENCE:</p> <p>Associate's degree or 30 college credit hours in Criminal Justice or related field and five (5) years of Police Sergeant level experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>	
<p>LICENSING / CERTIFICATION:</p> <p>Some positions may require specialized certifications based upon assignment.</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Advanced Certification from the Texas Commission of Law Enforcement Officer Standards and Education (TCOLE); • Supervisory Training Certification from the Texas Commission of Law Enforcement Officer Standards and Education (TCOLE). 	
<p>KNOWLEDGE OF:</p> <ul style="list-style-type: none"> • Applicable Federal, state and local laws, codes, regulations and/or ordinances; • Supervisory principles, practices and techniques; • Public safety administrative principles; • Modern law enforcement and crime prevention practices; • Principles and practices of comprehensive police patrol, criminal investigations and traffic safety; • Criminal procedures and defense tactics; • Research methods; • Applicable communications and law enforcement equipment; • Customer service principles; • Budgeting principles. • Specialized equipment relevant to area of assignment; • Modern office technology and equipment. 	
<p>SKILLS IN:</p> <ul style="list-style-type: none"> • Interpreting and applying applicable laws, codes, regulations and standards; • Supervising, monitoring, training and evaluating staff; • Overseeing law enforcement and crime prevention activities; • Overseeing criminal investigations and the securing and maintenance of crime scene evidence; 	

<ul style="list-style-type: none"> Analyzing trends and providing recommendations; Assessing situations and directing response actions; Monitoring and supervising the maintenance of law enforcement equipment; Responding to the public or media regarding complex, sensitive issues; Providing positive public relations; Developing and implementing policies and procedures; Reviewing, planning and implementing training programs; Reviewing reports, investigative summaries and briefings; Preparing and managing assigned budget; Utilizing a computer and relevant software applications; Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.
<p>ADA AND OTHER REQUIREMENTS:</p> <p>Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.</p> <p>Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.</p> <p>Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises, travel and environmental conditions such as disruptive people, imminent danger or a threatening environment.</p>
<p>NOTE:</p> <p>The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.</p>
<p>CLASS HISTORY INFORMATION:</p> <p>Draft prepared by Gallagher Benefit Services (BS) Date: (08/15)</p>

POLICE SERGEANT

JOB FAMILY	FLSA STATUS
Sworn Police	Non-Exempt
<p>CLASS SUMMARY:</p> <p>This class is the third level in a five level Sworn Police Series. Incumbents serve as first line supervisors of Police Officer units or teams including directing activities at incident scenes and overseeing the work of Officers. Responsibilities include supervising a unit of officers; organizing and planning required training; performing administrative activities in support of operations; and/or, performing other related activities.</p>	
<p>ESSENTIAL DUTIES:</p> <p>This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.</p>	<p>PERCENT OF TIME:</p>

Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and, making hiring, termination, and disciplinary recommendations.	Daily 25%
Provides oversight of public safety investigative and emergency response activities including: responding to emergencies and service calls; patrolling designated areas to maintain safety and detect criminal activity; taking appropriate law enforcement action to maintain safety and security; securing crime scenes; interviewing involved individuals; gathering evidence; performing searches; apprehending suspects; making and processing arrests; executing warrants; and/or transporting offenders. Assists in patrolling the City, responding to major calls and may serve as command of critical incidents, as required.	Daily 25%
Reviews and/or prepares a variety of reports documenting incidents, accidents, law and code violations, individual statements, and crime scene evidence.	Daily 20%
Responds to inquiries or requests from the public, other law enforcement agencies, community groups, and/or other interested parties; addresses issues; answers questions; and provides applicable information.	Daily 15%
Monitors and ensures conformance with established policies and procedures; assists in the development of new, or revision of standards and procedures; provides recommendations for equipment and resource allocations.	Monthly 5%
Performs other duties of a similar nature and level as assigned.	As Required
<p>TRAINING AND EXPERIENCE:</p> <p>High School Diploma or GED and three (3) years of experience as a Police Officer; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>	
<p>LICENSING / CERTIFICATION:</p> <p>Some positions may require specialized certifications based upon assignment.</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Intermediate Certification from the Texas Commission of Law Enforcement Officer Standards and Education (TCOLE). 	
<p>KNOWLEDGE OF:</p> <ul style="list-style-type: none"> • Applicable Federal, state and local laws, codes, regulations and/or ordinances; • Supervisory principles, practices and techniques; • Public safety administrative principles; • Modern law enforcement and crime prevention practices; • Criminal procedures and defense tactics; • Research methods; • Investigative practices and techniques; • Applicable communications and law enforcement equipment; • Customer service principles; • Mathematical concepts; • Specialized equipment relevant to area of assignment; • Modern office technology and equipment. 	

SKILLS IN:

- Interpreting and applying applicable laws, codes, regulations and standards;
- Supervising, monitoring, training and evaluating staff;
- Overseeing and enforcing law and promoting public safety and security;
- Providing assessments of and documenting crime scenes;
- Serving as command at critical incidents as required;
- Conducting research and documenting detailed information;
- Determining sufficiency of case evidence for further processing;
- Reviewing and preparing detailed reports and case documentation;
- Overseeing the preservation and securing of criminal evidence;
- Coordinating and collaborating with external agencies;
- Reviewing case law, preparing case materials and providing court testimony;
- Maintaining physical fitness and mental alertness;
- Operating applicable communications and law enforcement equipment;
- Providing customer service and positive public relations;
- Monitoring resources and recommending resource allocation;
- Ensuring the adherence to policies and procedures;
- Recommending procedural revisions and best practices;
- Utilizing a computer and relevant software applications;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

ADA AND OTHER REQUIREMENTS:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises, travel and environmental conditions such as disruptive people, imminent danger or a threatening environment.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)
Date: (8/15)

POLICE DETECTIVE	
JOB FAMILY	FLSA STATUS
Sworn Police	Non-Exempt
CLASS SUMMARY:	
<p>This class is the second level in a five level Sworn Police Series. Incumbents investigate crimes. Typical duties may include: conducting criminal investigations; gathering and submitting evidence; communicating with informants, victims and witnesses; conducting surveillance; coordinating multi-jurisdictional operations; preparing reports; testifying in court; and/or, performing other related activities.</p>	
ESSENTIAL DUTIES:	PERCENT OF TIME:
This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	
Reviews case reports and determines priority; conducts criminal investigations; collects, secures and/or reviews evidence from crime scenes; gathers facts; observes the activities of suspects; interviews suspects, witnesses and victims; and determines sufficiency of evidence prior to submitting to district attorney's office or municipal court.	Daily 30%
Conducts field surveillance; gathers intelligence; interviews confidential informants; examines records; and/or compiles information and documentation to support case handling. May respond to calls at major incident scenes.	Daily 20%
Determines need for warrant; prepares affidavits; obtains warrants and arrests suspects. May conduct raids based on criminal situation.	Daily 15%
Prepares detailed and supplemental reports; completes thorough documentation of investigations and evidence collected; researches records; prepares case materials; communicates case progress and provides status updates.	Daily 15%
Coordinates with and provides assistance to other law enforcement agencies and offices; shares reports and critical information on criminal activity and suspects.	Weekly 5%
Reviews case law and prepares case submissions; provides court testimony.	Weekly 5%
Performs other duties of a similar nature and level as assigned.	As Required
TRAINING AND EXPERIENCE:	
<p>High School Diploma or GED, and three (3) years of sworn police experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>	
LICENSING / CERTIFICATION:	
<p>Some positions may require specialized certifications based upon assignment.</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Intermediate Certification from the Texas Commission of Law Enforcement. 	
KNOWLEDGE OF:	
<ul style="list-style-type: none"> • Applicable Federal, state and local laws, codes, regulations and/or ordinances; • Modern law enforcement and crime prevention practices; • Criminal procedures and defense tactics; • Research methods; • Investigative practices and techniques; • Applicable communications and law enforcement equipment; 	

- Customer service principles;
- Basic mathematical concepts;
- Specialized equipment relevant to area of assignment ;
- Modern office technology and equipment.

SKILLS IN:

- Interpreting and applying applicable laws, codes, regulations and standards;
- Enforcing law and promoting public safety and security;
- Performing criminal investigations and gathering critical information and evidence;
- Providing assessments of and documenting crime scenes;
- Conducting research and documenting detailed information;
- Determining sufficiency of case evidence for further processing;
- Conducting field surveillance and gathering intelligence;
- Preparing detailed reports and case documentation;
- Preserving and securing evidence;
- Coordinating and collaborating with external agencies ;
- Reviewing case law, preparing case materials and providing court testimony;
- Maintaining physical fitness and mental alertness;
- Operating applicable communications and law enforcement equipment;
- Providing customer service and positive public relations;
- Utilizing a computer and relevant software applications;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

ADA AND OTHER REQUIREMENTS:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing , pulling, lifting, fingering , grasping, feeling, talking , hearing, seeing and repetitive motions.

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises, travel and environmental conditions such as disruptive people, imminent danger or a threatening environment.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services
(BS) Date: (8/15)

POLICE OFFICER	
JOB FAMILY	FLSA STATUS
Sworn Police	Non-Exempt
CLASS SUMMARY:	
<p>This class is the first level in a five level Sworn Police Series. Incumbents ensure the safety and security of City streets, buildings, residences, and neighborhoods. Typical duties may include: maintaining readiness for emergency call response; responding to emergency calls when dispatched and taking proper action; conducting patrol; and/or, performing other related activities. As assigned, incumbents may serve as school resource officers or other assigned area(s).</p>	
ESSENTIAL DUTIES:	PERCENT OF TIME:
<p>This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.</p>	
<p>Patrols designated areas and structures to prevent and deter crime and to enforce laws and ordinances; responds to calls for law enforcement service, emergency services and for public safety; directs and maintains traffic flow; monitors traffic speed using radar equipment; conducts traffic stops; issues warnings and citations; apprehends suspects; makes and processes arrests; and/or transports offenders.</p>	<p>Daily 40%</p>
<p>Maintains readiness for emergency calls, monitors radio communications and responds to dispatch requests; provides assistance to citizens and victims; interviews individuals with complaints or concerns; resolves conflicts; and makes case dispositions. Assesses and inspects scenes and activity and takes appropriate action to enforce laws and maintain safety and security. May assist in field training activities.</p>	<p>Daily 20%</p>
<p>Secures accident and crime scenes and performs investigations through observation and by interviewing involved individuals; investigates suspicious activity; and performs lawful searches and gathers evidence.</p>	<p>Daily 15%</p>
<p>Prepares and completes a variety of reports documenting daily shift activities, incidents, accidents, law and code violations, individual statements, and related evidence.</p>	<p>Daily 10%</p>
<p>Performs basic inspection of vehicles, equipment and supplies to ensure readiness for duty.</p>	<p>Daily 5%</p>
<p>Reviews and prepares case documentation and provides court testimony.</p>	<p>Occasionally 5%</p>
<p>Performs other duties of a similar nature and level as assigned.</p>	<p>As Required</p>
POSITION SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:	
<p>Positions assigned to Community Services may be responsible for:</p> <ul style="list-style-type: none"> • Providing businesses and homeowners with crime prevention tips and education; • Attending homeowners meetings to determine and address community concerns; • Providing community service through public outreach efforts. <p>Positions assigned to Criminal Investigation may be responsible for:</p> <ul style="list-style-type: none"> • Reviewing and investigating special crimes cases; • Conducting field surveillance to watch for relevant vehicles and subjects; • Managing confidential informants • Interviewing and interrogating subjects based on case status; • Processing, storing and maintaining secured evidence. <p>Positions assigned to School Resources may be responsible for:</p> <ul style="list-style-type: none"> • Providing security for school campuses; • Monitoring safety of students, employees and school property. 	

<p>TRAINING AND EXPERIENCE:</p> <p>High School Diploma or GED; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>
<p>LICENSING / CERTIFICATION:</p> <p>Some positions may require specialized certifications based upon assignment.</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Basic Certification from the Texas Commission of Law Enforcement.
<p>KNOWLEDGE OF:</p> <ul style="list-style-type: none"> • Applicable Federal, state and local laws, codes, regulations and/or ordinances; • Modern law enforcement and crime prevention practices; • Criminal procedures and defense tactics; • Applicable communications and law enforcement equipment; • Customer service principles ; • Basic mathematical concepts • Specialized equipment relevant to area of assignment; • Modern office technology and equipment.
<p>SKILLS IN:</p> <ul style="list-style-type: none"> • Interpreting and applying applicable laws, codes, regulations and standards; • Enforcing law and promoting public safety and security; • Patrolling areas and identifying violations and security issues; • Reacting to criminal situations using critical judgement and initiating lawful responses; • Assessing situations and determining best alternative to provide safety and security; • Maintaining physical fitness and mental alertness; • Operating applicable communications and law enforcement equipment; • Providing customer service in support of public safety; • Presenting safety, security and crime prevention information; • Utilizing a computer and relevant software applications; • Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.
<p>ADA AND OTHER REQUIREMENTS:</p> <p>Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching , standing, walking, running, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.</p> <p>Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.</p> <p>Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises, travel and environmental conditions such as disruptive people, imminent danger or a threatening environment.</p>
<p>NOTE:</p> <p>The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.</p>

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)

Date: (08/15)



ADMINISTRATIVE SUPPORT

ADMINISTRATIVE SPECIALIST

JOB FAMILY	FLSA STATUS
Administrative Support	Non-Exempt
CLASS SUMMARY:	
<p>This is the third and advanced journey paraprofessional level in a three level Administrative Support Classification Series devoted to providing complex administrative support for an assigned department and/or program. Depending on assignment, typical duties may include: administering oaths; overseeing and participating in the preparation and distribution of meeting agendas and minutes; taking and transcribing meeting minutes; posting legally required notices; preparing documents for publication; administering open records requests; assisting with elections; drafting correspondence for supervisor; managing office activities; and/or, performing other specialized activities.</p>	
ESSENTIAL DUTIES: This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	PERCENT OF TIME:
Provides advanced administrative support to City Secretary, Mayor's office, and/or other assigned department or program. Prepares agendas, posts notices, responds to open records requests, compiles and distributes meeting packets, attends meetings and prepares minutes. Maintains calendars, schedules meetings and makes travel arrangements.	Daily 25%
Receives and screens calls and correspondence; responds to requests for information; conducts basic research to provide responses; drafts correspondence for supervisor; and tracks and meets request deadlines.	Daily 20%
Provides updates and official notice posting information for City website; reviews and monitors website information for accuracy, timely updates and maintenance.	Daily 10%
Maintains and updates files, records and documentation; photocopies documents; maintains organization of and disseminates records as required. May assist with administrative support of elections.	Weekly 10%
Monitors applicable local and national news, and legislative activity; determines information of staff importance; gathers information and disseminates to appropriate staff.	Weekly 5%
Prepares newsletter by gathering pertinent information, obtaining photos and graphics, writing and editing, and submitting for publication; monitors deadlines for timely release of newsletter.	Quarterly 20%
Assists with special projects including recommending and planning special events, identifying and coordinating activities, and monitoring schedules and deadlines.	Occasionally 5%
Performs other duties of a similar nature and level as assigned.	As Required
TRAINING AND EXPERIENCE: High school diploma, GED or equivalent and five (5) years of progressively responsible administrative/clerical experience of including prior experience in area(s) of assignment; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.	

LICENSING / CERTIFICATION:

Some positions may require specialized certifications based upon assignment.

- Valid Texas Driver's License;
- Notary Public.

KNOWLEDGE OF:

- Customer service principles;
- Basic filing and recordkeeping principles;
- Basic mathematical concepts;
- Inventory and supplies maintenance practices;
- Specialized equipment relevant to area of assignment;
- Modern office technology and equipment.

SKILLS IN:

- Providing customer service;
- Answering phones and responding to requests for information;
- Filing, organizing and maintaining records and files;
- Maintaining calendars;
- Drafting correspondence and documentation;
- Preparing agendas and meeting packets;
- Attending meetings and preparing minutes;
- Prioritizing requests and managing time;
- Preparing, monitoring and maintaining website information and public notices;
- Providing attention to detail;
- Proofreading documents for accuracy;
- Performing basic audits, identifying errors, making corrections and recommendations;
- Reviewing and researching news and legislative information;
- Maintaining confidentiality of records and information;
- Utilizing a computer and relevant software applications;
- Planning, coordinating activities, and assisting with special projects;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

ADA AND OTHER REQUIREMENTS:

Positions in this class typically require: fingering, talking, hearing, seeing and repetitive motions.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)
Date: (8/15)

ADMINISTRATIVE ASSISTANT

JOB FAMILY	FLSA STATUS
Administrative Support	Non-Exempt
CLASS SUMMARY:	
This is the second and journey paraprofessional level in a three level Administrative Support Classification Series devoted to providing skilled clerical, secretarial and general administrative support for an assigned department. Typical duties may include: preparing routine reports; performing general office duties; schedule and tracking department appointments and activities; preparing routine correspondence; cashiering; providing customer service; processing applicable forms and documents; ordering and disseminating office supplies, equipment and related items; tracking budget ; making travel arrangements; and/or, performing other related activities.	
ESSENTIAL DUTIES:	PERCENT OF TIME:
This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	
Provides administrative support for an assigned department including: preparing agendas and minutes; reviewing and processing purchase requisitions, disbursement requests, payment information, invoices, work orders, permits, and/or department specific forms and documents; preparing, reviewing, screening and/or distributing correspondence, reports and other documents related to assigned area.	Daily 30%
Assists internal and external customers by answering questions and providing information regarding services, processes and procedures; researches and responds to questions, inquiries or complaints; and/or refers requests to appropriate resource.	Daily 20%
Retrieves, updates, tracks and maintains files, logs, records, and database information. Maintains records, images and retains documents according to retention procedures.	Daily 15%
Schedules meetings, appointments, and/or services; maintains calendars and coordinates meeting or event logistics; identifies, assembles and distributes meeting documents.	Daily 15%
Receives and documents fee payments; balances cash receipts; prepares deposits; receives and distributes mail and department related documents. May assist with budget documentation and tracking.	Daily 10%
Monitors inventory, equipment maintenance needs and/or supplies for assigned area. Researches needs and prepares or initiates requisitions to replenish stock or maintain equipment.	Weekly 5%
Performs other duties of a similar nature and level as assigned.	As Required

POSITION SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:

Positions assigned to Municipal Court may be responsible for:

- Processing and posting fee payments and fine related documentation;
- Preparing daily deposits;
- Attending court and providing court documentation and process assistance;
- Providing court room interpreter services;
- Assisting defendants by explaining fine payment options;
- Posting court trial dockets.

TRAINING AND EXPERIENCE:

High school diploma, GED or equivalent, and three (3) years of administrative/clerical experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

LICENSING / CERTIFICATION:

Some positions may require specialized certifications based upon assignment.

- Valid Texas Driver 's License;
- Notary Public;
- Level 1 Court Clerk Certification;
- Court Interpreter License.

KNOWLEDGE OF:

- Customer service principles;
- Basic filing and recordkeeping principles;
- Basic mathematical concepts;
- Inventory and supplies maintenance practices;
- Specialized equipment relevant to area of assignment;
- Modern office technology and equipment.

SKILLS IN:

- Providing customer service;
- Answering phones and responding to requests for information;
- Filing, organizing and maintaining records and files;
- Maintaining calendars;
- Preparing routine correspondence and documentation;
- Prioritizing requests and managing time;
- Receiving, processing and distributing mail;
- Monitoring supplies inventory, initiating orders and replenishing supplies;
- Providing attention to detail;
- Proofreading documents for accuracy;
- Performing basic audits, identifying errors, making corrections and recommendations;
- Reviewing and researching account or database information;
- Maintaining confidentiality of records and information;
- Utilizing a computer and relevant software applications;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.

ADA AND OTHER REQUIREMENTS:

Positions in this class typically require: climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

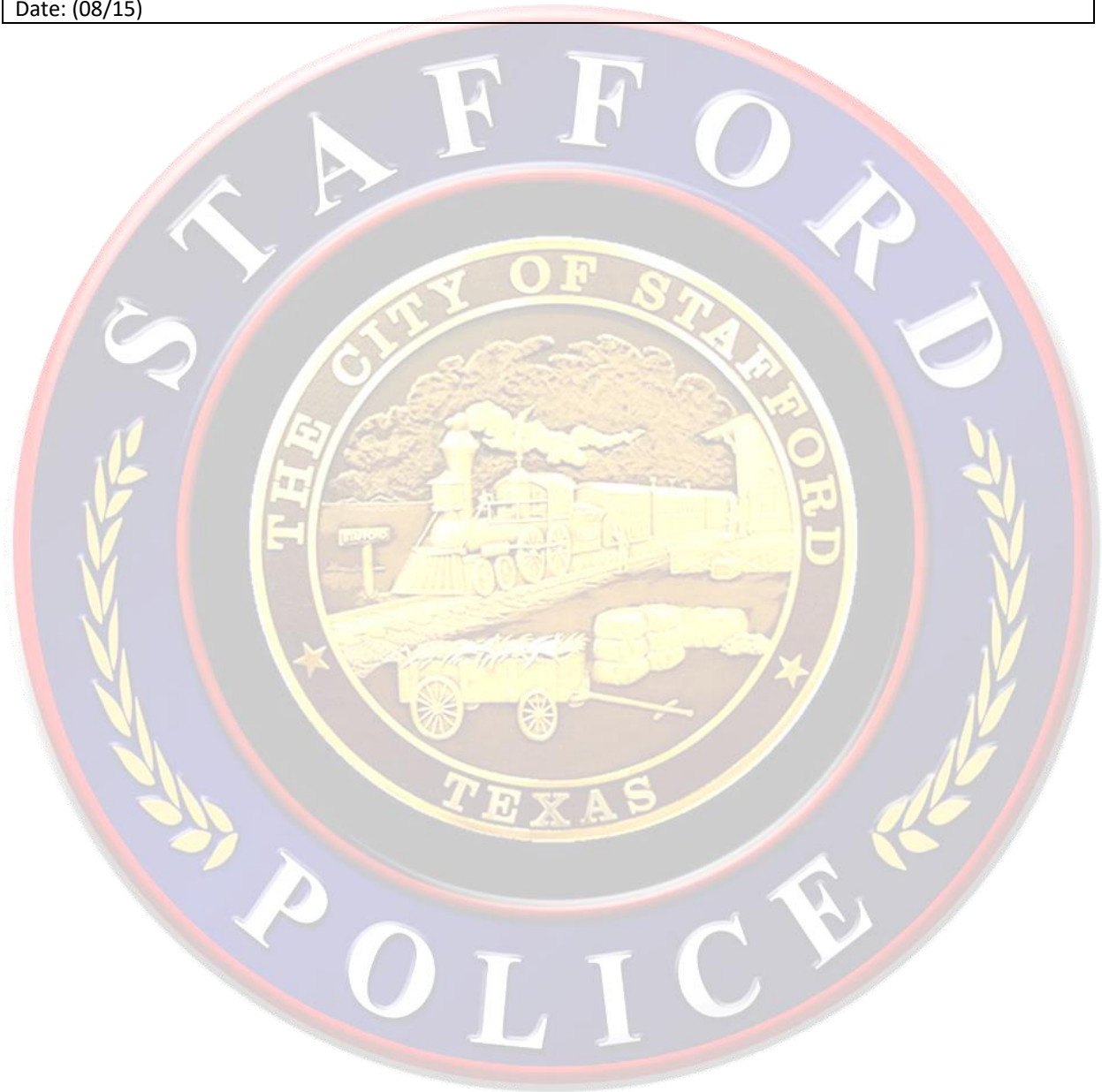
Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)
Date: (08/15)



PUBLIC SAFETY SUPPORT

POLICE ADMINISTRATIVE COORDINATOR

JOB FAMILY	FLSA STATUS
Public Safety Support	Non-Exempt
CLASS SUMMARY:	
<p>This is a stand-alone professional level class in Public Safety Support focused on coordinating the crime analysis and crime mapping program related to Public Safety support functions.</p> <p>Typical duties may include: developing, maintaining and promoting social media program, special projects, community events, and related items; administering open record requests; participating in the maintenance of policy manuals; preparing and disseminating reports; processing legal documents; preparing crime statistics, trends and related items; developing collateral promotional materials; and/or, performing other related activities.</p>	
ESSENTIAL DUTIES:	PERCENT OF TIME:
This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	
Develops, maintains and promotes department's social media sites; gathers pertinent information, photos, and data and posts to appropriate sites in order to inform citizens of related department and City activity.	Daily 15%
Receives and processes open record requests; reviews and identifies applicable data; downloads data and gathers pertinent information; communicates with City and District Attorney's offices regarding the release of records.	Daily 15%
Reviews and analyzes crime data and distributes information to law enforcement staff; reviews, identifies, develops and distributes crime statistics and trend data in support of public safety operations.	Daily 10%
Develops query reports to aid in crime analysis and mapping; prepares, updates and distributes tracking and informational reports.	Weekly 20%
Receives and responds to information requests; processes subpoenas; reviews and identifies data needed to fulfill subpoena request; reviews and investigates citizen complaints; and tracks related information.	Weekly 10%
Researches, analyzes and compiles data for special projects; gathers information and develops public safety brochures for special events and public outreach.	Quarterly 15%
Assists in updating and maintaining policy manual information; facilitates the document review and authorization process with appropriate staff members.	Quarterly 10%
Performs other duties of a similar nature and level as assigned.	As Required
ADA AND OTHER REQUIREMENTS:	
Positions in this class typically require: fingering, talking, hearing, seeing and repetitive motions.	
Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.	
NOTE:	

<p>TRAINING AND EXPERIENCE:</p> <p>Associate's degree and five (5) years of law enforcement experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.</p>	
<p>LICENSING / CERTIFICATION:</p> <p>Some positions may require specialized certifications based upon assignment.</p> <ul style="list-style-type: none"> • Valid Texas Driver's License; • Criminal Justice Information System Practitioner Certification. 	
<p>KNOWLEDGE OF:</p> <ul style="list-style-type: none"> • Applicable Federal , state and local laws, codes, regulations and/or ordinances; • Research methods; • Mathematical concepts; • Customer service principles ; • Data analysis techniques; • Specialized equipment relevant to area of assignment; • Modern office technology and equipment. 	
<p>SKILLS IN:</p> <ul style="list-style-type: none"> • Interpreting and applying applicable laws, codes, regulations and standards; • Developing and maintaining social media site content and updates; • Performing research and analysis of pertinent data; • Reviewing and responding to information requests; • Reviewing statistics and identifying trends; • Documenting and communicating research findings; • Providing coordination and administrative support for special projects; • Providing customer service; • Preparing and maintaining reports, records, files, databases and related information; • Prioritizing work assignments to meet deadlines; • Utilizing a computer and relevant software applications; • Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction. 	
<p>The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.</p>	
<p>CLASS HISTORY INFORMATION:</p> <p>Draft prepared by Gallagher Benefit Services (BS) Date: (8/15)</p>	

TELECOMMUNICATIONS SUPERVISOR

JOB FAMILY	FLSA STATUS
Public Safety Support	Non-Exempt

CLASS SUMMARY:	
This is the second level in a two level Public Safety Support series. Typical duties may include: supervising staff; preparing work schedules; completing public safety validations; retrieving information for public information purposes; responding to inquiries from the public; performing emergency and non-emergency public safety dispatch; and/or, performing other related activities.	
ESSENTIAL DUTIES:	PERCENT OF TIME:
This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	
Supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff is trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and, making hiring, termination, and disciplinary recommendations.	Daily 35%
Provides and oversees emergency and non-emergency call response and service dispatch; identifies and notifies resources required; and/or coordinates outside agency support. Provides and oversees records management activities.	Daily 20%
Performs quality control checks by monitoring and validating entries into the state and national crime information center databases.	Monthly 30%
Responds to inquiries from the public; investigates complaints; gathers information; and provides response and problem resolutions.	Monthly 5%
Retrieves and provides audio recordings of service calls requested by police, court services, or for public information purposes.	Monthly 5%
Performs other duties of a similar nature and level as assigned.	As Required
TRAINING AND EXPERIENCE:	
High School Diploma or GED and three (3) years of experience as an Emergency Telecommunications Operator; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.	
LICENSING / CERTIFICATION:	
Some positions may require specialized certifications based upon assignment. <ul style="list-style-type: none"> • Dispatcher Certification issued by the Texas Commission on Law Enforcement. 	
KNOWLEDGE OF:	
<ul style="list-style-type: none"> • Applicable Federal , state and local laws, codes, regulations and/or ordinances ; • Supervisory principles, practices and techniques; • Customer service principles; • Record and file management principles; • Emergency communications practices and procedures; • Quality control methods; • Specialized equipment relevant to area of assignment; • Modern office technology and equipment. 	
SKILLS IN:	
<ul style="list-style-type: none"> • Interpreting and applying applicable laws, codes, regulations and standards; • Supervising, monitoring, training and evaluating staff; • Overseeing emergency call response and emergency dispatch services; • Overseeing and providing customer service; • Monitoring and overseeing radio and telecommunication systems operations ; 	

<ul style="list-style-type: none"> • Supervising the delivery of time sensitive requests in a controlled manner ; • Monitoring system compliance and quality assurance; • Researching and monitoring the utilization of database information ; • Overseeing the maintenance of logs, records, files and database information ; • Utilizing a computer and relevant software applications; • Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction.
<p>ADA AND OTHER REQUIREMENTS:</p> <p>Positions in this class typically require: stooping, standing, walking, fingering, talking, hearing, seeing and repetitive motions.</p> <p>Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.</p>
<p>NOTE:</p> <p>The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.</p>
<p>CLASS HISTORY INFORMATION:</p> <p>Draft prepared by Gallagher Benefit Services (BS) Date: (8/15)</p>

CRIMINAL SUPPORT TECHNICIAN

JOB FAMILY	FLSA STATUS
Public Safety Support	Non-Exempt
CLASS SUMMARY:	
<p>Typical duties may include: maintaining and disposing of property and evidence; responding to, evaluating and processing crime scenes; documenting chain of custody; testifying in court; working with internal staff and/or external agencies on criminal cases; preparing reports; preparing evidence for analyses; and/or, performing other related activities.</p>	
ESSENTIAL DUTIES:	PERCENT OF TIME:
<p>This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.</p>	
Maintains, processes, and stores property and evidence in accordance with established processes and procedures; receives, records, files, stores, and/or disposes of property and evidence.	Daily 20%
Organizes and maintains secured property and evidence storage room, contents and related files; reviews storage methods and location in order to preserve evidentiary value; and completes and maintains chain of custody documentation.	Daily 15%
Evaluates and processes crime scenes for various types of evidence; gathers crime and incident scene data; and provides collection assistance to police or other agency personnel.	Daily 15%

Prepares video documentation, reports, charts, graphs and other aids for court testimony.	Weekly 20%
Performs research of computer and manual records; enters data into systems; and prepares related documentation.	Weekly 15%
Maintains inventory of supplies and booking room equipment for identification and storage of evidence; and initiates the ordering of needed supplies.	Weekly 5%
Provides court testimony as required.	Occasionally 5%
Performs other duties of a similar nature and level as assigned.	As Required
TRAINING AND EXPERIENCE:	
High School Diploma or GED, supplemented by additional technical training, and two (2) years of related experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.	
LICENSING / CERTIFICATION:	
Some positions may require specialized certifications based upon assignment. <ul style="list-style-type: none"> Valid Texas Driver's License. 	
KNOWLEDGE OF:	
<ul style="list-style-type: none"> Applicable Federal, state and local laws, codes, regulations and/or ordinances; Customer service principles; Procedures and methods of securing and maintaining property and evidence; Records preparation and maintenance principles and practices; Specialized equipment relevant to area of assignment; Modern office technology and equipment. 	
SKILLS IN:	
<ul style="list-style-type: none"> Interpreting and applying applicable laws, codes, regulations and standards; Providing customer service; Operating and maintaining equipment and systems; Preparing and maintaining records, files, databases and related information; Monitoring and maintaining inventory, equipment and/or supplies; Prioritizing work assignments to meet deadlines; Reviewing and researching data and information; Preparing reports, visual aids, or documents related to area of assignment; Utilizing a computer and relevant software applications; Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others to sufficiently exchange or convey information and to receive work direction. 	
ADA AND OTHER REQUIREMENTS:	
Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.	
Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.	

Incumbents may be subjected to chemicals, oils, travel and environmental conditions such as disruptive people, imminent danger or a threatening environment.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

CLASS HISTORY INFORMATION:

Draft prepared by Gallagher Benefit Services (BS)
Date: (8/15)

