



Inaugural Voyage of the DART Blue Line Expansion

City of Rowlett, Texas
Adopted Budget
Fiscal Year 2013



CITY OF ROWLETT
ANNUAL OPERATING BUDGET

FISCAL YEAR
OCTOBER 1, 2012 - SEPTEMBER 30, 2013

CITY COUNCIL

Todd Gottel, Mayor

Doug Phillips, Mayor Pro-Tem

Michael Gallops, Deputy Mayor Pro-Tem

Donna Davis, Councilmember

Ron Miller, Councilmember

Chris Kilgore, Councilmember

Carl Pankratz, Councilmember

CITY STAFF

Lynda Humble, City Manager

Brian Funderburk, Assistant City Manager

George Harris, Fire Chief

Kathy Freiheit, Library

Mike Brodnax, Police Chief

Shante Akafia, Human Resources

Jim Proce, Public Works

Jermel Stevenson, Parks

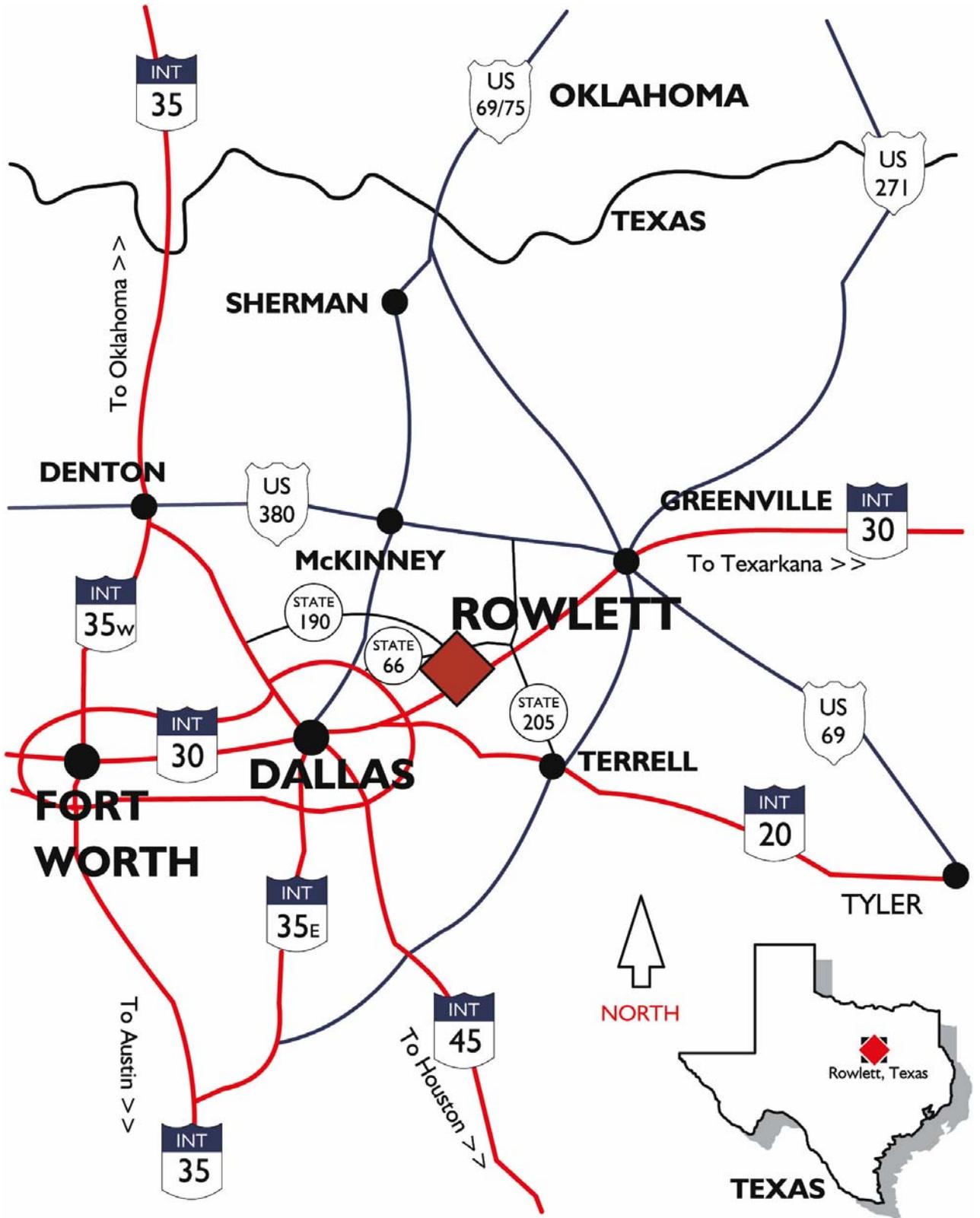
Jim Grabenhorst, Econ Development

Alan Guard, Financial Services

Laura Hallmark, City Secretary

Erin Jones, Planning

CITY OF ROWLETT LOCATION MAP





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Rowlett
Texas**

For the Fiscal Year Beginning

October 1, 2011

Linda C. Danson Jeffrey R. Egan

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Rowlett, Texas for the Annual Budget beginning October 1, 2011. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Rowlett
T E X A S

The logo features the word "Rowlett" in a dark green, cursive script font. Below it, the word "TEXAS" is written in a smaller, dark green, all-caps sans-serif font. A thick, dark red swoosh underline starts under the "T" and "E" of "Rowlett" and extends to the right, ending under the "S" of "TEXAS".

**CITY OF ROWLETT
FY 2012-13
TABLE OF CONTENTS**

INTRODUCTION

| | |
|------------------------------------|----|
| Budget Message..... | 1 |
| Organization Chart | 58 |
| Budget Calendar | 59 |
| General Budget Process..... | 60 |
| Description of Fund Structure..... | 61 |

SUMMARIES

| | |
|--|----|
| Combined Fund Summary FY 2012-13 | 64 |
| Combined Fund Summary FY 2013-14 | 66 |
| General Fund Summary | 68 |
| Economic Development Summary | 69 |
| Debt Service Fund | 70 |
| Utility Fund | 71 |
| Refuse Fund | 72 |
| Drainage Fund | 73 |
| Impact Fee Fund | 74 |
| Police Seizure Fund | 75 |
| Innovations Fund | 76 |
| Hotel Motel Fund | 77 |
| PEG Fund..... | 78 |
| Grants Fund | 79 |
| CDBG Fund | 80 |
| TIF Fund..... | 81 |
| Juvenile Diversion Fund | 82 |
| Court Technology | 83 |
| Court Security | 84 |
| Traffic Safety Fund | 85 |
| Golf Fund..... | 86 |
| Employee Benefits Fund | 87 |
| Personnel Detail | 88 |

GENERAL FUND

| | |
|---------------------------------------|-----|
| General Fund Summary | 95 |
| General Fund Revenue Detail | 96 |
| General Fund Expenditure Summary..... | 98 |
| City Council..... | 99 |
| City Manager..... | 101 |
| City Secretary | 104 |
| Finance Administration | 107 |
| Accounting..... | 110 |
| Municipal Court | 113 |
| Purchasing..... | 116 |
| Information Technology..... | 119 |
| Police | 122 |
| City Marshal..... | 125 |
| Fire | 126 |
| Animal Services..... | 130 |

**CITY OF ROWLETT
FY 2012-13
TABLE OF CONTENTS**

| | |
|--------------------------------------|-----|
| Building Inspections | 132 |
| Environmental Services..... | 135 |
| Parks Administration..... | 138 |
| Parks Maintenance | 141 |
| Recreation | 144 |
| Wet Zone..... | 147 |
| Library..... | 150 |
| Communications..... | 153 |
| Citizen Action Center | 154 |
| Facilities Maintenance..... | 156 |
| Streets | 158 |
| Fleet Services..... | 160 |
| Public Works Administration..... | 162 |
| Planning | 165 |
| Geographic Information Services..... | 168 |
| Human Resources | 171 |
| Non Departmental..... | 174 |

SPECIAL REVENUE FUNDS

| | |
|---------------------------------|-----|
| Impact Fees Fund | 175 |
| Police Seizure Fund | 177 |
| Economic Development Fund | 179 |
| Innovations Fund | 184 |
| Hotel Motel Fund..... | 186 |
| PEG Fund..... | 188 |
| Grants Fund..... | 191 |
| CDBG Fund | 193 |
| TIF Fund..... | 195 |
| Juvenile Diversion Fund | 197 |
| Court Technology Fund..... | 200 |
| Court Security Fund..... | 202 |
| Traffic Safety Fund | 205 |
| Debt Service Fund | 207 |
| Golf Fund..... | 209 |

ENTERPRISE FUNDS

| | |
|---|-----|
| Utility Fund Summary | 211 |
| Utility Fund Expenditure Summary..... | 212 |
| Utility Fund Revenue Detail | 213 |
| Water / Wastewater Administration | 214 |
| Water | 217 |
| Wastewater | 220 |
| Revenue Office | 223 |
| Meter Services | 225 |
| Utility Non Departmental | 227 |
| Refuse Fund | 228 |
| Drainage Fund | 230 |

**CITY OF ROWLETT
FY 2012-13
TABLE OF CONTENTS**

INTERNAL SERVICE FUND

Employee Benefits Fund235

TWO YEAR CAPITAL IMPROVEMENTS PROGRAM

Overview of Two-Year CIP237
Summary of Two-Year CIP.....238
Two-Year CIP Program Information.....242

DEBT SERVICE

Overview of General Obligation Debt Service261
General Obligation Debt Service Schedules262
Overview of Revenue Bonds275
Revenue Debt Service Schedules.....276

SUPPLEMENTAL INFORMATION

Financial and Fiscal Policies.....282
Statistical Information308
Glossary320
Legal Requirements.....328

Rowlett
T E X A S

The logo features the word "Rowlett" in a dark green, cursive script font. Below it, the word "TEXAS" is written in a smaller, dark green, all-caps sans-serif font. A thick, dark red swoosh underline starts under the "T" and extends to the right, ending under the "S".



October 1, 2012

Dear Honorable Mayor and Councilmembers:

This budget for Fiscal Year 2013 (“FY2013”) reflects the fourth (4th) budget that I have presented to you as City Manager. During my tenure as City Manager, the organization has worked very hard to fulfill its mission, which is:

“A citizen centered organization that provides great value to our citizens for their tax dollars.”

The organization, as a whole, prides itself on the great programs and services that we provide to our customers on a daily basis. Our citizens are paying on average \$81 less in taxes today than in 2007, yet are receiving a higher level of service. **FY2013 will be the eighth (8th) straight year that Rowlett residents have been paying the same tax rate.** This achievement is a testament to the great City of Rowlett employees, who truly make a difference in the lives of those we serve. We also recognize that providing great value to our citizens requires us to provide a high level of financial stewardship.

As was noted in the Council Budget Retreat held at the end of June, beginning in FY2013, the City has an opportunity to delay further service level adjustments until FY2015. Staff anticipates an ending reserve in FY2012 that will reach nearly 19%, nearly \$1.8 million above and beyond the 13% minimum requirement. As a result, staff recommends providing raises in both FY2013 and FY2014. As noted above, our employees provide a high level of service on a daily basis to our citizens. Non-public safety employees have not had a raise since 2008 with some public safety employees receiving a raise in 2009. Cost of living continues to rise in this challenging economy and a lack of salary increases is now a contributing factor for employees leaving the City of Rowlett to work in other cities. Raises in FY2013 and FY2014 are an important component to keeping quality employees, who are essential in our ability to provide great value to our citizens for their tax dollars. Additional funding for non public safety vehicles and public amenities is also included in FY2013 and 2014.

This strategy provides a much needed “bridge” to FY2015, which is important for several reasons. First, President George Bush Turnpike (PGBT) and Dallas Area Rapid Transit (DART) light rail will both be completed by the beginning of FY2013 (December 1, 2012). Traffic patterns and volumes are expected to change in response to new transportation opportunities. In addition, economic development opportunities will also change due to the completion of Realize Rowlett 2020 that created the City’s vision and regulation plans for four

*Mayor
Todd Gottel*

*Mayor Pro Tem
Doug Phillips*

*Deputy Mayor
Pro Tem
Michael Gallops*

*City Council
Donna Davis
Carl Pankratz
Ron Miller
Chris Kilgore*

*City Manager
Lynda K. Humble*

ROWLETT VISION~
*A unique community
where families enjoy
life and feel at home*

*Rowlett.com
City of Rowlett
4000 Main Street
Rowlett, TX 75088*

*972.463.CITY
972.412.6118 Fax*

(4) areas known as Downtown, Strategic Gateway, Healthy Living, and Woodside Living. Two of these areas have municipal management districts, which should aid in their development. Finally, the City will run out of the capital construction bonds issued in 2004-2007 making FY2015 a pivotal year for a possible general bond election. **Therefore, if we can use surplus operating funds to bridge this critical juncture, the City will have an opportunity to place its future squarely in the hands of its citizens without prematurely reducing services or making other short-term decisions.**

While staff has developed a two-year strategy that provides time to plan, residential housing values must stabilize to provide some level of certainty in the future. Rowlett’s consultants, Ricker+Cunningham have identified potential weaknesses in Rowlett’s market that may continue to inhibit Rowlett from rebounding at the same rate as other cities with more diverse housing and commercial base.

CHART 1

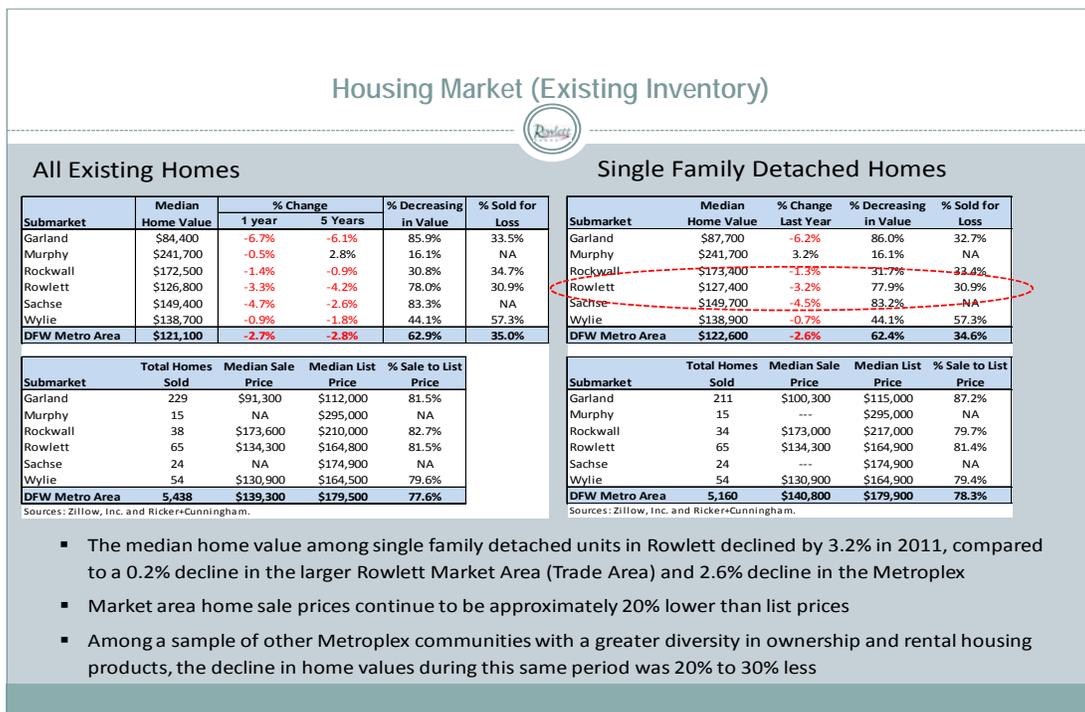


Chart 1 above reflects a slide presented by Ricker+Cunningham on April 23, 2012 as part of the economic analysis of Realize Rowlett 2020 – Phase II. It shows that the median home values in Rowlett declined 3.2% in 2011 compared to a smaller 0.2% decline in Rowlett’s trade area and a 2.6% decline in the Metroplex overall. In addition, 30.9% of these homes were sold for a loss.

The point to be made here is that Rowlett’s lack of diversity in the housing market may continue to drive a decline in both market and taxable value even at a time when value in the Metroplex, in general, increases. The next two charts show this trend in a different way. While Rowlett’s overall market value has declined 5.1% over the past four years (FY2010-FY2013), residential

market values have declined at a faster rate of 5.6% and commercial market values are beginning to rebound.

CHART 2

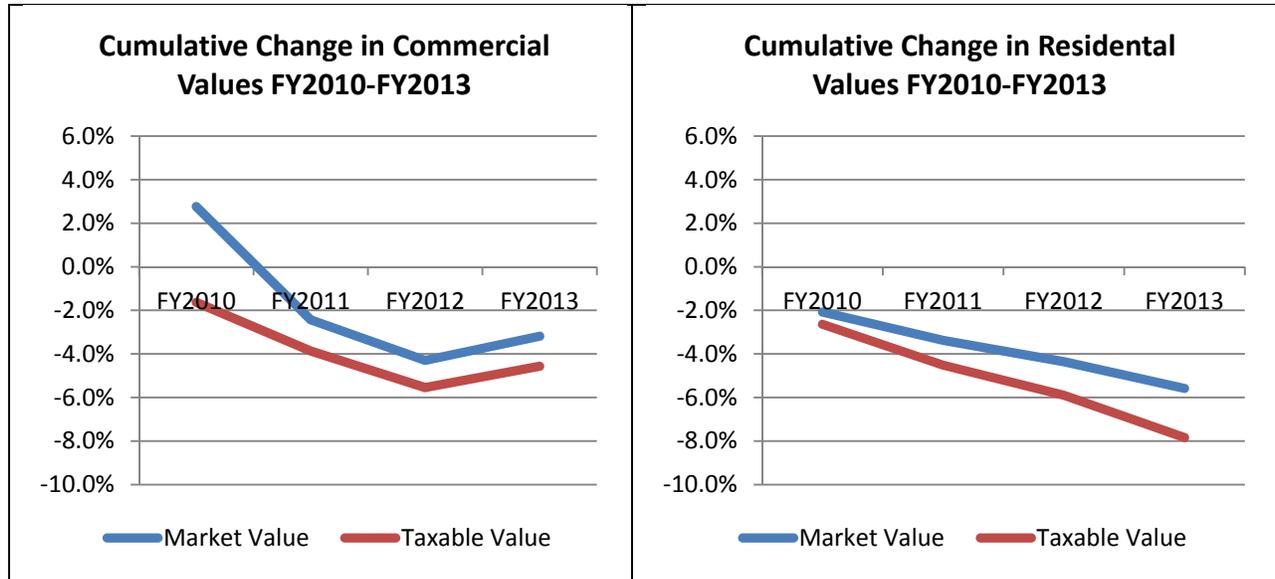
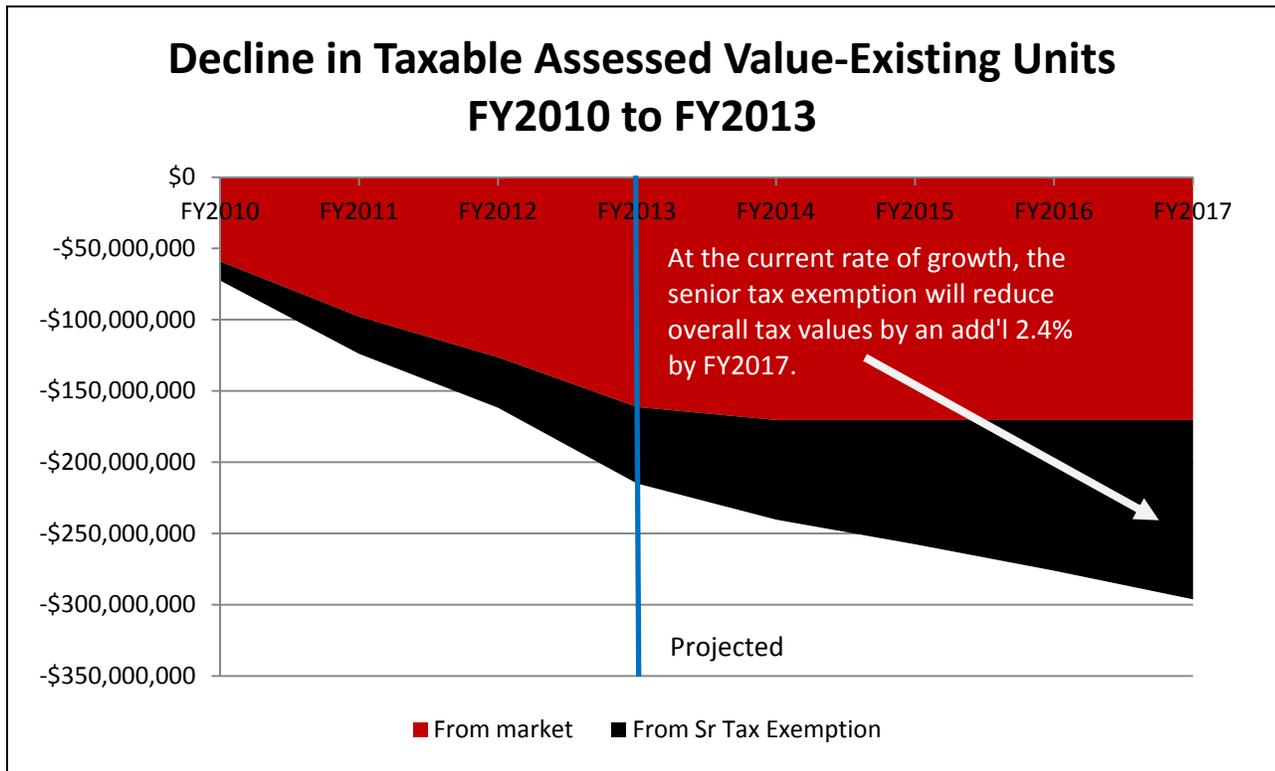


Chart 2 tells another story as well. While residential market values have declined 5.6% over the past four years, residential “taxable” values have declined even faster at 7.8%. This is for one reason – the number of seniors taking advantage of the senior tax exemption has increased by 770 residences or 35.2%, from 2,188 to 2,958, effectively taking \$53.8 million off of the tax roles at a time that overall market values were declining due to the economic downturn. Based on Rowlett’s tax exemption policy, each property owner who reaches the age of 65 receives an increase in their annual property tax exemption from the \$5,000 regular “homestead” exemption to a \$67,000 “senior” exemption, immediately reducing their annual tax payment by \$463. This lower amount then becomes permanent due to the senior tax freeze approved in 2004.

Chart 3 illustrates this issue in a different way. Overall taxable values for existing residential units over the past four years have declined 7.8%. Without the increase in the numbers of seniors taking advantage of the senior tax exemption, residential taxable values would have declined only 5.6%. If the number of seniors increase at the rate of the past four years (i.e. 7.7%), the overall taxable value could decline another 2.4% even “if” overall, property tax values stabilized.

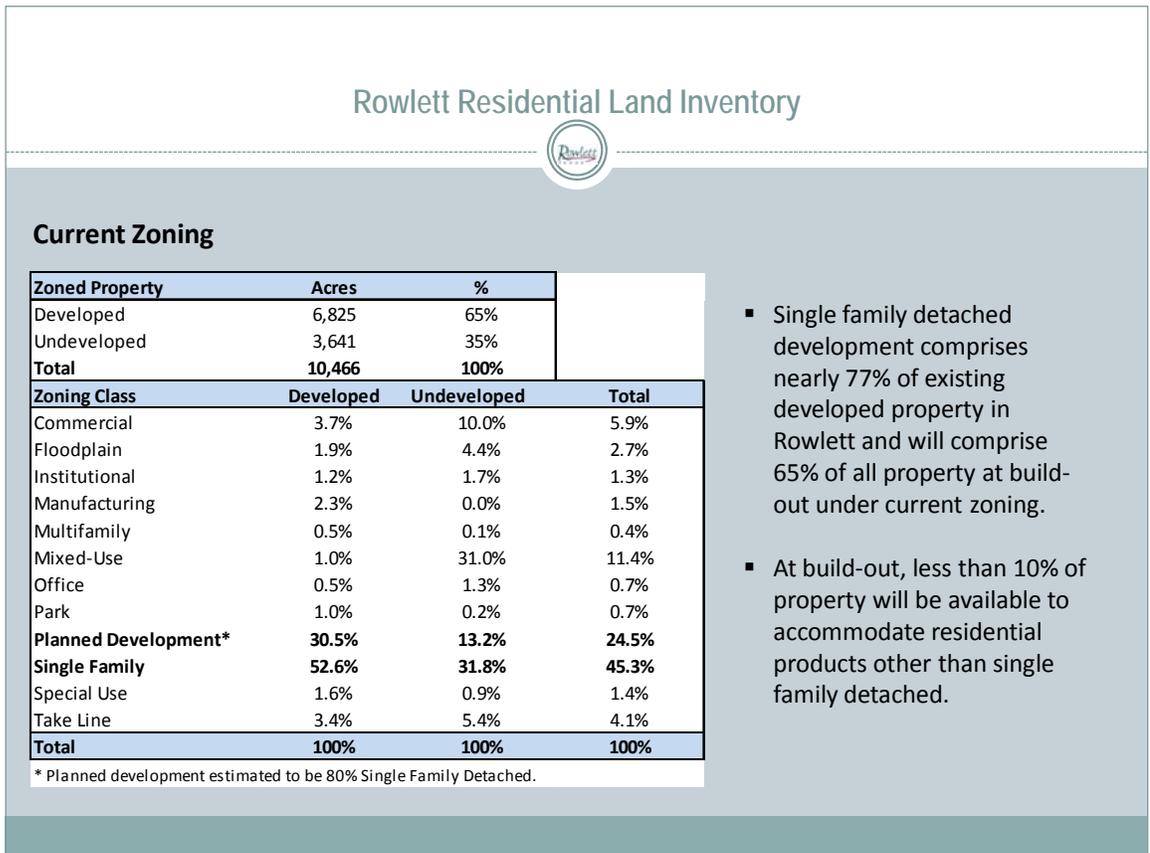
CHART 3



In order for Rowlett to financially improve in the future, it must address the issue of the community wide vision under Realize Rowlett 2020, and it must ask the question, “can we afford to offer the senior tax exemption at its current level of \$67,000?” Realize Rowlett provides a blueprint for our community to transform a predominantly single-family city into a diverse, vibrant, sustainable community. This includes all age groups to live, work and grow in a community that embraces its future.

To be clear, Rowlett does not have the remaining land to have the commercial tax base that some Metroplex cities have; in fact only 10% of the remaining developable land, as noted below in Chart 4, is zoned for commercial purposes such as retail, manufacturing, and office uses. However, Rowlett has its own sense of uniqueness that, combined with the advantages of Lake Ray Hubbard, PGBT and DART light-rail, can lead to a diversity that can be strategically planned. The City of Rowlett has waited 45 years for the opening of PGBT and 30 years for the opening of DART. We have all discussed the significance of the vision and what an amazing gift it is from our past, with the sole purpose to assist in diversifying our tax base. In truth, it has created an awesome responsibility that given Rowlett’s current build-out does not allow for “do-overs”. Therefore, we must make strategic decisions that ensure all future land is developed at its highest and best use to ensure that we have maximized the City’s ability to achieve financial sustainability. We can be different, and we must dare to be different.

CHART 4



Excerpt from R+C presentation dated 4-19-12

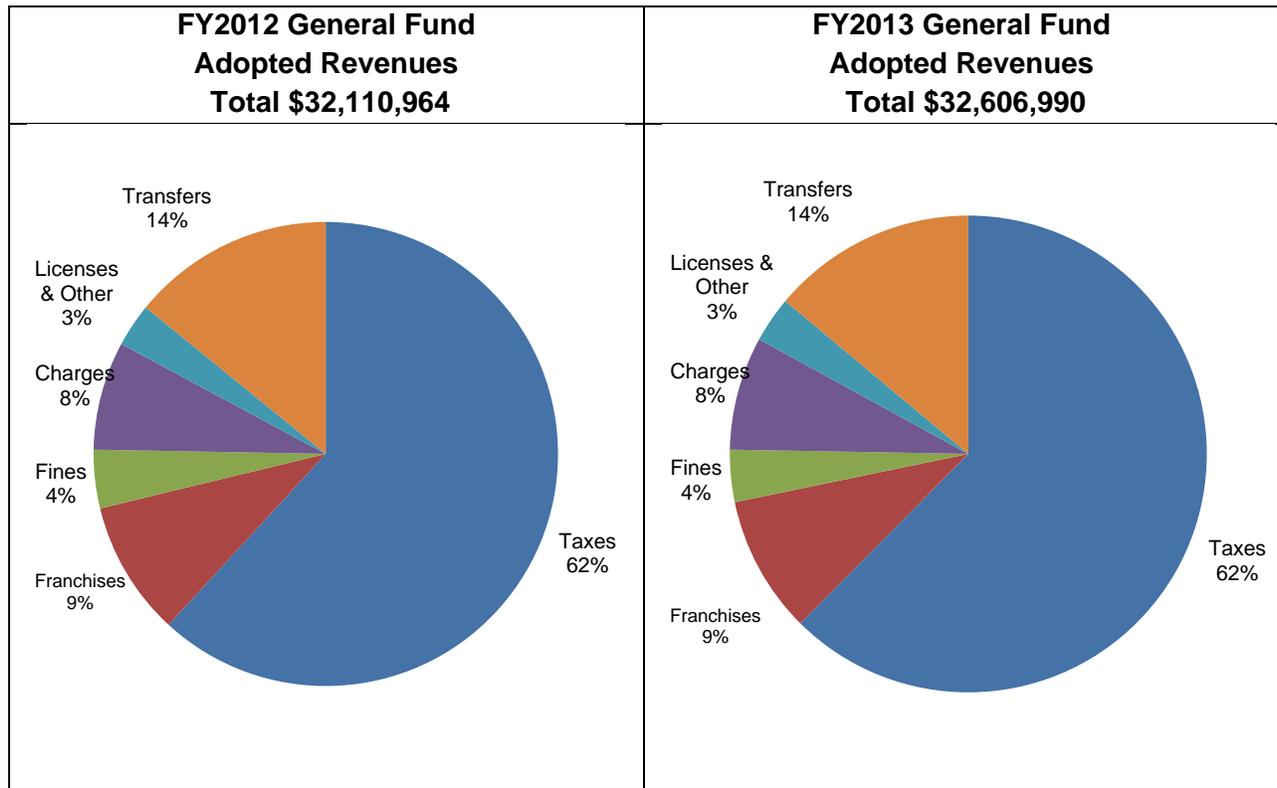
12

WHERE DOES THE CITY'S MONEY COME FROM?

In order to make long-term strategic decisions about how the City of Rowlett must approach achieving financial sustainability, it is important to understand where the City's money comes from.

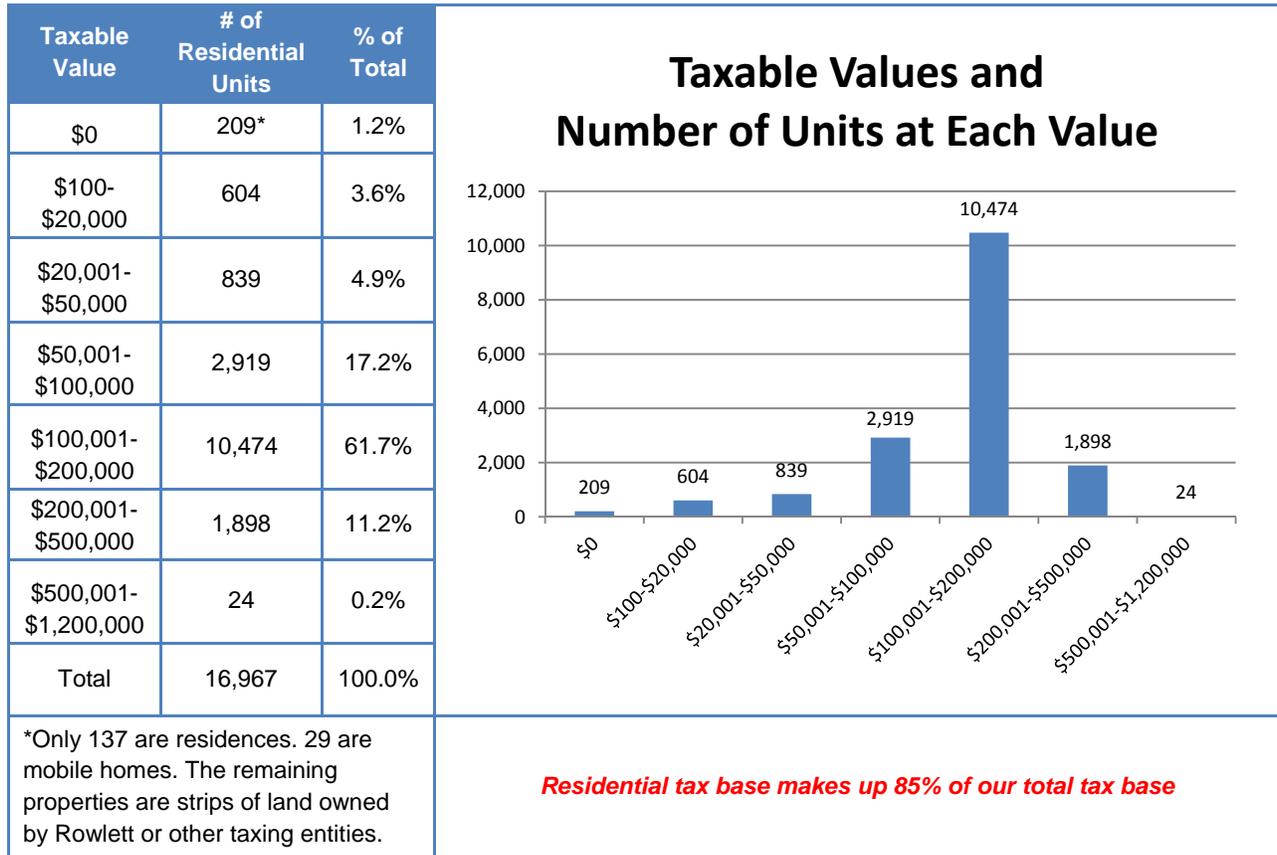
As you can see from Chart 5 below, the City of Rowlett's predominate source of revenue is taxes. The 62% of revenue generated from taxes is made up of property tax, sales tax, and mixed beverage tax, with property tax representing 76% of this amount.

CHART 5



Currently, the City assesses just under \$0.75 per \$100 of valuation (\$0.7472). As noted above, the City of Rowlett's predominate source of revenue comes from property taxes, specifically residential homes. As noted below on Chart 6, 85% of Rowlett's tax base is residential with almost 62% of our homes valued between \$100,001 - \$200,000 and almost 27% valued at less than \$100,000.

CHART 6



In addition to property taxes, sales taxes are also included in the 62% revenue from taxes. The City of Rowlett allocates 1% of its 2% sales tax to pay for participation in DART. To generate the same sales tax revenue through property tax in FY2012, it takes \$0.14 per \$100 in value. In addition, the City of Rowlett offers a number of exemptions on property tax valuations, which are subtracted from the amount of taxes that Rowlett is eligible to collect but have elected not to collect. As shown on Chart 7 below, those exemptions equal \$0.12 per \$100 in value. **Therefore, \$0.26 of the \$0.75 cents per \$100 in value collected is used to offset Rowlett’s portion of allocated sales tax and property tax revenues that are used for other purposes, specifically the Senior Tax Freeze, Regular Homestead Exemption, Over 65 & Disabled Exemption and DART Property Tax Equivalent.**

CHART 7

Breakdown of the FY2012 Rowlett Property Tax Rate with Equivalent Tax Rate

| Descriptor | FY2012 Tax Rate Breakdown (per \$100 Tax Value) | Modification Potential |
|--|---|---|
| Debt Service (I&S) | \$0.26 | n/a |
| Operations (O&M) | \$0.23 | Inc. of more than 8% is subject to rollback |
| DART Property Tax Equivalent | \$0.14 | Created by voters; due to debt sold by DART w/our tax base, it would be years before Rowlett could legally get out of the contract. |
| Senior Tax Freeze Tax Equivalent | \$0.05 | Cannot be rescinded per Texas Constitution. |
| Regular Homestead Tax Equivalent (currently @ 1% of Tax Value/max \$5k) | \$0.02 | Can be modified or repealed. |
| Over 65/Disabled Tax Equivalent (currently @ \$67k) | \$0.05 | Can be modified or repealed. |
| Total | \$0.75 | |
| All categories shaded in yellow make up the Operations & Maintenance ("O&M") portion of the tax rate which is reflected in the General Fund. | | |
| The revenue value of DART and the tax exemptions equals \$8.0 million annually. | | |

WHERE DOES THE CITY SPEND ITS MONEY?

The City of Rowlett is a service organization whose only "product" is providing service to its citizens. Approximately 66% of the \$.07472 per \$100 assessed value tax rate is allocated to operations and maintenance (O&M). O&M is the portion of the tax rate that goes into the General Fund to fund the general operations of the City. As shown below in Chart 8, the largest operational allocations go to Police at 22% and Fire at 16%. Support, which is allocated 8%, includes Finance, Municipal Court, Informational Technology, Fleet, Building Maintenance, etc. Administration, which is allocated 2%, includes City Council, City Manager's Office, and City Secretary's Office. The remaining 34% of the tax rate is allocated to debt payments for all general obligation debt and certificates of obligations debt issued on behalf of the City, which are paid through an interest and sinking fund (I&S).

CHART 8

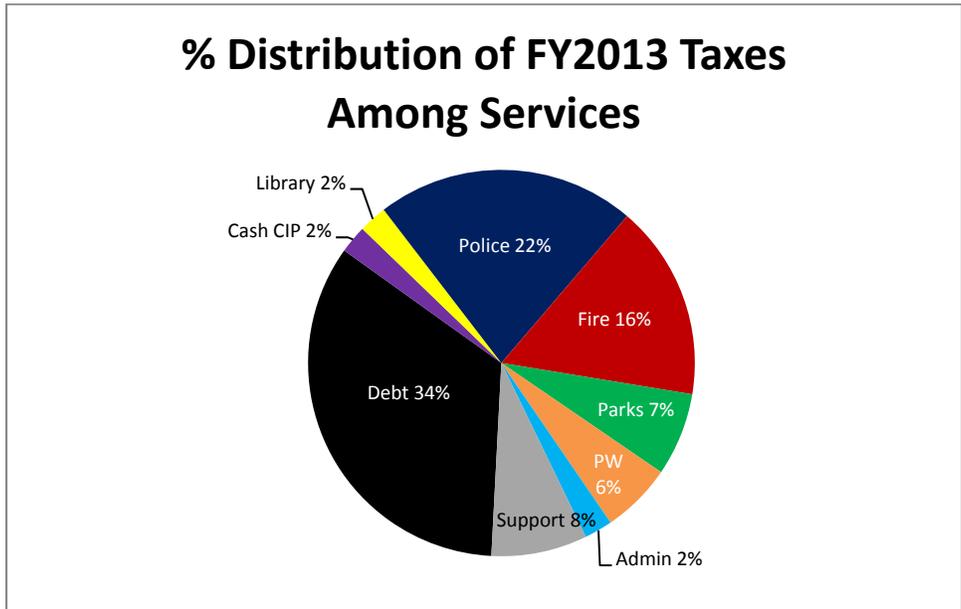


Chart 9 below shows the impact of multiple years of declining property tax valuations. The average taxable home value has decreased by \$14,146 since 2007, resulting in citizens paying on average \$106 less in property taxes per year for essentially the same services.

CHART 9

| Impact of Declining Rowlett Tax Valuations (Source: Dallas County Appraisal District) | | | | | | | |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| Average Taxable Home Value | \$149,231 | \$148,783 | \$143,507 | \$140,502 | \$140,048 | \$138,440 | \$135,085 |
| City Paid Taxes | \$1,115 | \$1,112 | \$1,073 | \$1,050 | \$1,046 | \$1,034 | \$1,009 |
| <i>Rowlett residents are paying an average of \$106 less per year in property taxes today than just 6 years ago.</i> | | | | | | | |

Many citizens believe that all of the taxes paid to the Dallas County Tax Assessor at the end of each year are paid to the City of Rowlett. As shown in Chart 9 above, the City of Rowlett actually receives a small portion of the taxes paid, totaling 28.5%, based on the average taxable home value. The largest recipient of the taxes paid is Garland Independent School District, receiving nearly half of the total (47.8%).

CHART 10

| Taxing Entity | FY 2012 Tax Rate* | Percent of Total Tax Bill | |
|---|-------------------|---------------------------|--|
| Garland ISD | \$1.2533 | 47.9% | <i>The City's tax rate comprises only a small portion (28.6%) of the total property tax bill. Other taxing entities make up the majority of the tax bill each year.</i> |
| City of Rowlett | \$0.7472 | 28.6% | |
| Parkland Hospital | \$0.2710 | 10.4% | |
| Dallas County | \$0.2431 | 9.3% | |
| Dallas County Community College | \$0.0997 | 3.8% | |
| <i>*Source: Dallas County Appraisal District.</i> | | | |

HOW IS THE CITY OF ROWLETT GOING TO ACHIEVE SUSTAINABILITY?

Because the City's revenues are shrinking and expenditures continue to rise, it is important for the City to find the appropriate balance between services offered and the City's ability to pay for those services in order to achieve sustainability. Not only does Rowlett need the appropriate level of employees to provide these services, but our employees must have the right tools, such as equipment and technology, to provide those services. In order to achieve sustainability in future years, this could mean service reductions to Rowlett citizens, additional reduction in force, and changes to benefits offered to employees. Decisions made today impact tomorrow's ability to pay and must be made with the definition of sustainability in mind. As recognized in FY2011, because economic conditions are likely to be challenging for the next five years or so, it is important to continue to make decisions utilizing a multi-year plan that addresses the City's current and future needs and the ability to fund those decisions currently and in the future.

Each year, the majority of the budget development process occurs in the spring and summer. Chart 11 below shows what the national, state, and local economic challenges were during the time of the budget development process for FY2010 through FY2012. This information is helpful to give context to the significance of the times because historical trend, whether for revenue or expenditures, become significantly unreliable in times of significant economic turmoil for purposes of projecting and forecasting the future.

CHART 11

A Look Back in Time

| 2009 | 2010 | 2011 |
|---|---|---|
| Lynda Humble was hired as City Manager on Jan. 20 th | Economists suggest we are in “new normal” | U.S. Government received a downgraded credit rating |
| Loss of 598,000 jobs nationally in January | Continued volatility in the stock market | European governments |
| National unemployment rose 70.2% from June 2008 to June 2009 | National unemployment stabilized over 9% | National unemployment continued to be above 9% |
| TX unemployment rose 56.9% from June 2008 to June 2009 | State unemployment stabilized over 8% | State unemployment continued to be above 8% |
| TARP pledged \$700 Billion in bailout funds to Chrysler, AIG, Bank of America, etc. | European governments were having significant financial challenges as well | European governments continued to have significant financial challenges |
| Significant decline in housing market and sales | Significant decline continued in housing market and sales | Decline in housing market and sales continued |

In spite of the economic challenges listed above in Chart 11, it is worth noting several examples of actions that the organization has taken in managing its personnel expenditures, which is the single largest expenditure category, toward achieving financial sustainability. Chart 12, as shown below, outlines a summary of these measures along with a summary of the local challenges facing the City of Rowlett. It is worth noting again that property tax valuations have declined a total of 7.2% since FY2009, which represents an overall decline of \$1.8 million in revenue to the General Fund. Further decline is expected in FY2013 with the additional decline of 1.5% in property tax valuations. This decline explains why residents are paying on average \$106 less in taxes that they were in 2007. In addition, the City of Rowlett has maintained the same tax rate for eight (8) straight years in spite of the economic decline, while maintaining and/or improving service levels. As noted above, “doing more with less and working smarter not harder” truly has become an organizational way of life. Given the number of positions impacted in recent years through multiple reductions-in-force, the City now has equivalent employment levels to those found in FY2003, a decade ago, even though Rowlett has grown in its number of citizens and increased demands for services.

CHART 12

| Summary of Financial Sustainability Challenges & Measures | | |
|--|--|--|
| FY 2010 | FY 2011 | FY 2012 |
| 5 th Straight Year with Same Tax Rate | 6 th Straight Year with Same Tax Rate | 7 th Straight Year with Same Tax Rate |
| Property Tax Valuations Decreased 2.5% | Property Tax Valuations Decreased 2.0% | Property Tax Valuations Decreased 1.5% |
| Reduced FTE by 13 | Reduced FTE by 7.25 | Reduced FTE by 5.25 |
| Health Insurance increased 18% | Health Insurance increased 7.4% | Health Insurance increased 6.8% |
| TMRS increased 1.01% | TMRS increase 0.04% | TMRS decrease 0.26% |
| No Employee Raises | No Employee Raises | No Employee Raises |

Doing more with less and working smarter not harder has become an organizational way of life!

The City of Rowlett is a service organization whose greatest resource is its employees. Personnel costs including salary and benefits comprise 70% of all expenditures. One of the ways the City has managed these costs was to create a rolling five (5) year Employee Benefits Strategy in FY2011. The City funded a partially self-insured Employee Health Benefits Fund and developed a culture focused on wellness and helping employees become better educated consumers of their healthcare. Prior to FY2011, the City would annually receive insurance increases ranging from 20% – 45%, which caused the organization to react by annually re-bidding healthcare and reducing employee insurance coverage. As noted above in Chart 12, health insurance increased 7.4% in FY2011, increased 6.8% in FY2012, and will increase 10.5% in FY2013, which is at or below the insurance industry’s annual market trend. FY2013 will represent the 3rd year with the same insurance provider, Aetna. Because employees equally share in the increased cost of healthcare, the great results show the high level of commitment that employees have shown to better manage healthcare costs.

Another way the City has managed its personnel costs was to resolve the unfunded liability associated with its employees’ retirement through Texas Municipal Retirement System (TMRS) in FY2011. **By making plan changes to TMRS effective January 1, 2012, the City’s fully funds its annual obligations.** As noted in a 2011 presentation to the City Council, only two cities have lower employee costs related to retirement benefits than the City of Rowlett. The City of Rowlett does not participate in Social Security. Therefore, TMRS is the only retirement benefit provided to its employees.

As previously noted in the opening of this memorandum, staff has developed a much needed “bridge” to FY2015, in order to provide time for economic development to begin to occur as a result of the opening of PGBT and DART and the completion of Realize Rowlett 2020. In addition, the City will run out of the capital construction bonds issued in 2004-2007, making FY2015 a pivotal year for a possible general bond election. Therefore, if we can use surplus operating funds to bridge this critical juncture, the City will have an opportunity to place its future squarely in the hands of its citizens without prematurely reducing services or making other short-term decisions.

WHAT ARE THE CHALLENGES FACING US AS A CITY IN THE NEXT FIVE YEARS TO PROVIDE SUSTAINABILITY AND WHAT IS THE PLAN TO ADDRESS THESE CHALLENGES?

As a part of our Five (5) Year Financial Strategy to achieve sustainability, staff continues to focus on five (5) critical guiding principles in working toward sustainability. It is important to state these principles again this year because all are important cornerstones in achieving a successful multi-year plan.

1. Develop a core motivated workforce that is excited about providing the “right” programs and services to our citizens. The City of Rowlett is a service organization. We make nothing and have nothing to sell other than our service. Our employees are critical to providing a high level of service. It is said that there is a direct correlation between how employees are valued and how they treat their customers.
2. Evaluate annually services offered to ensure best value. Often cities begin offering programs and/or services and never stop to evaluate what is the real benefit of this program to determine whether or not the programs represent the best value of available programming dollars. Therefore, we will continue to conduct cost versus benefit analysis of our programs asking the following questions:
 - Do these programs/services really provide a benefit to our citizens which can be clearly defined?
 - If yes, does the time and resources allocated to these programs/services benefit an appropriate number of our citizens based on the amount of investment?
 - If not, we will quit providing this program or service.
 - Are we the appropriate venue to provide these programs/services?
 - If not, is managed competition, outsourcing, or regionalism a better approach?
3. Utilize technology effectively to work smarter not harder.
4. Maintain appropriate financial reserves and continue fiscal discipline to manage the peaks and mitigate the valleys of economic change.
5. Look Forward. Provide Now. Endure.

These guiding principles have already shown to be important as outlined above in the strides the organization has made in achieving a level of sustainability.

FIVE (5) YEAR FINANCIAL MODEL

Planning for the Future

The City of Rowlett's significant dependence on residential property taxes as its primary source of revenue requires us to make long-term decisions regarding how limited resources are allocated in future years. The housing market is not likely to rebound quickly so offsetting lost revenue from reduced property tax valuations of \$243.5 million will take years. Knowing that our current situation is our future situation for at least the next few years, financial decisions must be made with sustainability in mind as noted throughout this memorandum. Any change must be viewed as permanent. To this point, this memorandum has identified where the City's money comes from; how the City spends its money; and defined the need for sustainability and the associated challenges to provide the necessary framework to understand future challenges regarding revenues and expenditures included in the five (5) year financial model.

As previously noted, this five year financial planning model allows us to see how the decisions we make today will impact our future. In most cases the model won't change the decisions we make today but will allow us to see their future impact. Identifying these impacts today provides opportunities for strategic planning rather than encountering "unintended consequences" of today's decisions in the future.

Assumptions must be made in any financial model projecting about what future conditions will most likely be. Assumptions will be refined on a regular basis to ensure the most accurate forecast is given based on current relevant data. Notable assumptions in this financial model include:

- Maintains a minimum 13% reserve in all five years;
- Uses surplus above 13% reserve requirement for the two year period FY2013-FY2014 to balance budget and provide consistent service levels;
- Assumes an additional decline of 1.5% in taxable assessed value in FY2013, 1.0% in FY2014, and remaining flat in FY2015 through FY2017; however, adds \$3.6 million in freed up debt capacity for operational purposes and anticipates an additional \$1.1 million in property tax revenues from new construction;
- Assumes sales tax will grow approximately 1%-2% from ongoing activity now that the President George Bush Turnpike is open and anticipates an additional \$0.8 million in sales tax revenues from new construction;
- Provides a 3% raise in FY2013 and FY2014 beginning on April 1st of each year;
- Retirement benefit costs decline slightly in FY2013 due to changes made in the prior year and grow in accordance with the adopted raises in FY2013 and FY2014;

- Increases employee health benefit costs 10.5% in FY2013 and 10% each year thereafter;
- Continues existing cost containment measures to keep supplies and purchased services at or below inflation, approximately 2% - 3%;
- Includes 6 police cars and leases for 4 fire trucks and 3 ambulances built in every year; and
- Lease payments for key technology previously paid by the Innovations Fund are built in every year.

CHART 13

| SUMMARY OF FIVE YEAR FINANCIAL MODEL FOR THE GENERAL FUND | | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|---------------|
| | FY2012 | FY2013 | FY2014 | FY2015 | FY2016 | FY2017 |
| Beg Reserve | \$6,087,715 | \$5,889,242 | \$5,768,664 | \$4,489,331 | \$4,228,559 | \$4,383,677 |
| Total Resources | 32,267,287 | 32,606,990 | 32,831,442 | 33,507,098 | 34,213,585 | 34,991,773 |
| Total Uses | 32,465,760 | 32,727,568 | 34,110,775 | 33,767,870 | 34,158,466 | 34,887,014 |
| End Reserve | \$5,889,242 | \$5,768,664 | \$4,489,331 | \$4,228,559 | \$4,383,677 | \$4,388,437 |
| % Surplus | 18.9% | 18.3% | 13.6% | 13.0% | 13.0% | 13.0% |
| Future adjustments that may be necessary to meet reserve requirement if revenues do not increase. | | | | \$1,075,000 | \$900,000 | \$675,000 |
| Equivalent tax rate (in cents per \$100 taxable assessed value) | | | | 3.4 | 2.9 | 2.2 |
| Why are Fiscal Years 2015-2017 shaded? | | | | | | |
| The City of Rowlett has a lot of moving pieces in evaluating the future. The national economy certainly is at the top of the list; however, the impact PGBT and DART will have on Rowlett is still undetermined and the timing with which new developments will be added will take time to mature and understand. | | | | | | |

From a sustainability perspective, it is important to underscore that with the exception of 6 police cars each year and the leases for the fire trucks and ambulances totaling \$2.6 million, the adopted five (5) year model, as noted in Chart 13 above, does not include permanent replacement funding for non public safety equipment over the next five (5) years nor any additional funding required for maintenance of facilities, parks, or medians. In addition, compensation is addressed only in the first two years.

However, the strategies embodied in the financial model do make inroads on some of our more significant challenges. For example, \$250,000 is included in FY2014 to replace some of the worst of the non public safety vehicles. In addition, both FY2013 and FY2014 include \$100,000 in each year for public amenities to address safety and eyesore issues in our parks and athletic fields. Finally, 3% raises are provided in FY2013 and FY2014 beginning in April 1st of each year. Raises are problematic when there is nearly a 1 to 1 correlation between the amount of salary and benefits paid and amount received from annual property taxes when those taxes are flat and/or decreasing.

In preparing the budget for FY2011, staff developed a strategy to permanently increase the minimum required reserve in the General Fund from 10% to 13% and has used those funds to “bridge” the gap between today’s economic activity and our future with Realize Rowlett 2020. There were a number of factors compelling those changes but even through extraordinary times, the General Fund has proven relatively resilient given the stability of its sales tax base and high number of residential properties.

For FY2013, the City has an opportunity to push off further service level adjustments to FY2015. Staff anticipates an ending reserve in FY2012 that will reach nearly 19%, nearly \$1.8 million above and beyond the 13% minimum requirement. As a result, staff has recommended providing raises in FY2013 and FY2014 and additional funding for non public safety vehicles and public amenities. This strategy provides important “bridge” to FY2015.

As previously noted in the opening of this memorandum, staff has developed a much needed “bridge” to FY2015, in order to provide time for economic development to begin to occur as a result of the opening of PGBT and DART and the completion of Realize Rowlett 2020. In addition, the City will run out of the capital construction bonds issued in 2004-2007 making FY2015 a pivotal year for a possible general bond election. Therefore, if we can use surplus operating funds to bridge this critical juncture, the City will have an opportunity to place its future squarely in the hands of its citizens without prematurely reducing services or making other short-term decisions.

While staff has developed a two-year strategy that provides time to plan, residential housing values must stabilize to provide some level of certainty in the future. Rowlett’s consultants, Ricker+Cunningham, have identified potential weaknesses in Rowlett’s market that may continue to inhibit Rowlett from rebounding at the same rate as other cities with more diverse housing and commercial base.

CHART 14

| Housing Market (Existing Inventory) | | | | | | | | | | |
|-------------------------------------|-------------------|--------------|--------------|-----------------------|------------------------------|-----------------------|-------------------|--------------------|-----------------------|-----------------|
| All Existing Homes | | | | | Single Family Detached Homes | | | | | |
| Submarket | Median Home Value | % Change | | % Decreasing in Value | % Sold for Loss | Submarket | Median Home Value | % Change Last Year | % Decreasing in Value | % Sold for Loss |
| | | 1 year | 5 Years | | | | | | | |
| Garland | \$84,400 | -6.7% | -6.1% | 85.9% | 33.5% | Garland | \$87,700 | -6.2% | 86.0% | 32.7% |
| Murphy | \$241,700 | -0.5% | 2.8% | 16.1% | NA | Murphy | \$241,700 | 3.2% | 16.1% | NA |
| Rockwall | \$172,500 | -1.4% | -0.9% | 30.8% | 34.7% | Rockwall | \$173,700 | -3.3% | 31.7% | 33.4% |
| Rowlett | \$126,800 | -3.3% | -4.2% | 78.0% | 30.9% | Rowlett | \$127,400 | -3.2% | 77.9% | 30.9% |
| Sachse | \$149,400 | -4.7% | -2.6% | 83.3% | NA | Sachse | \$149,700 | -4.5% | 83.2% | NA |
| Wylie | \$138,700 | -0.9% | -1.8% | 44.1% | 57.3% | Wylie | \$138,900 | -0.7% | 44.1% | 57.3% |
| DFW Metro Area | \$121,100 | -2.7% | -2.8% | 62.9% | 35.0% | DFW Metro Area | \$122,600 | -2.6% | 62.4% | 34.6% |

| Submarket | Total Homes Sold | Median Sale Price | Median List Price | % Sale to List | Submarket | Total Homes Sold | Median Sale Price | Median List Price | % Sale to List |
|-----------------------|------------------|-------------------|-------------------|----------------|-----------------------|------------------|-------------------|-------------------|----------------|
| | | | | | | | | | |
| Murphy | 15 | NA | \$295,000 | NA | Murphy | 15 | --- | \$295,000 | NA |
| Rockwall | 38 | \$173,600 | \$210,000 | 82.7% | Rockwall | 34 | \$173,000 | \$217,000 | 79.7% |
| Rowlett | 65 | \$134,300 | \$164,800 | 81.5% | Rowlett | 65 | \$134,300 | \$164,900 | 81.4% |
| Sachse | 24 | NA | \$174,900 | NA | Sachse | 24 | --- | \$174,900 | NA |
| Wylie | 54 | \$130,900 | \$164,500 | 79.6% | Wylie | 54 | \$130,900 | \$164,900 | 79.4% |
| DFW Metro Area | 5,438 | \$139,300 | \$179,500 | 77.6% | DFW Metro Area | 5,160 | \$140,800 | \$179,900 | 78.3% |

Sources: Zillow, Inc. and Ricker+Cunningham.

- The median home value among single family detached units in Rowlett declined by 3.2% in 2011, compared to a 0.2% decline in the larger Rowlett Market Area (Trade Area) and 2.6% decline in the Metroplex
- Market area home sale prices continue to be approximately 20% lower than list prices
- Among a sample of other Metroplex communities with a greater diversity in ownership and rental housing products, the decline in home values during this same period was 20% to 30% less

Chart 14 above reflects a slide presented by Ricker+Cunningham on April 23, 2012 as part of the economic analysis of Realize Rowlett 2020 – Phase II. It shows that the median home values in Rowlett declined 3.2% in 2011 compared to a smaller 0.2% decline in Rowlett’s trade area and a 2.6% decline in the Metroplex overall. In addition, 30.9% of these homes were sold for a loss.

The point to be made here is that Rowlett’s lack of diversity in the housing market may continue to drive a decline in both market and taxable value even at a time when value in the metroplex, in general, increases. The next two charts show this trend in a different way. While Rowlett’s overall market value has declined 5.1% over the past four years (FY2010-FY2013), residential market values have declined at a faster rate of 5.6% and commercial market values are beginning to rebound.

CHART 15

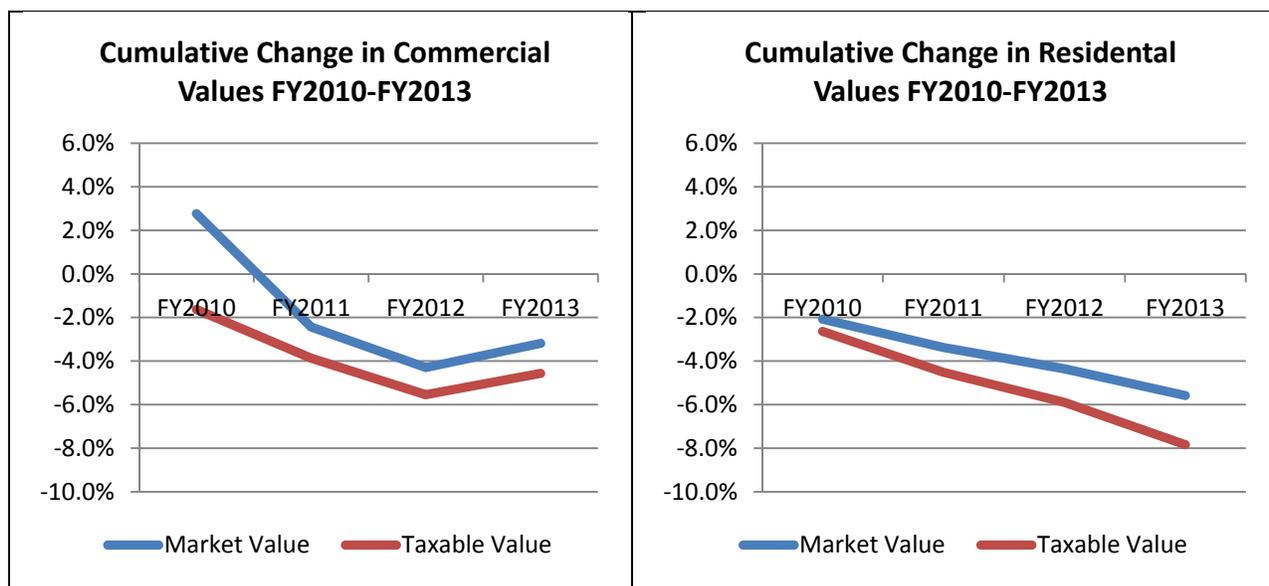
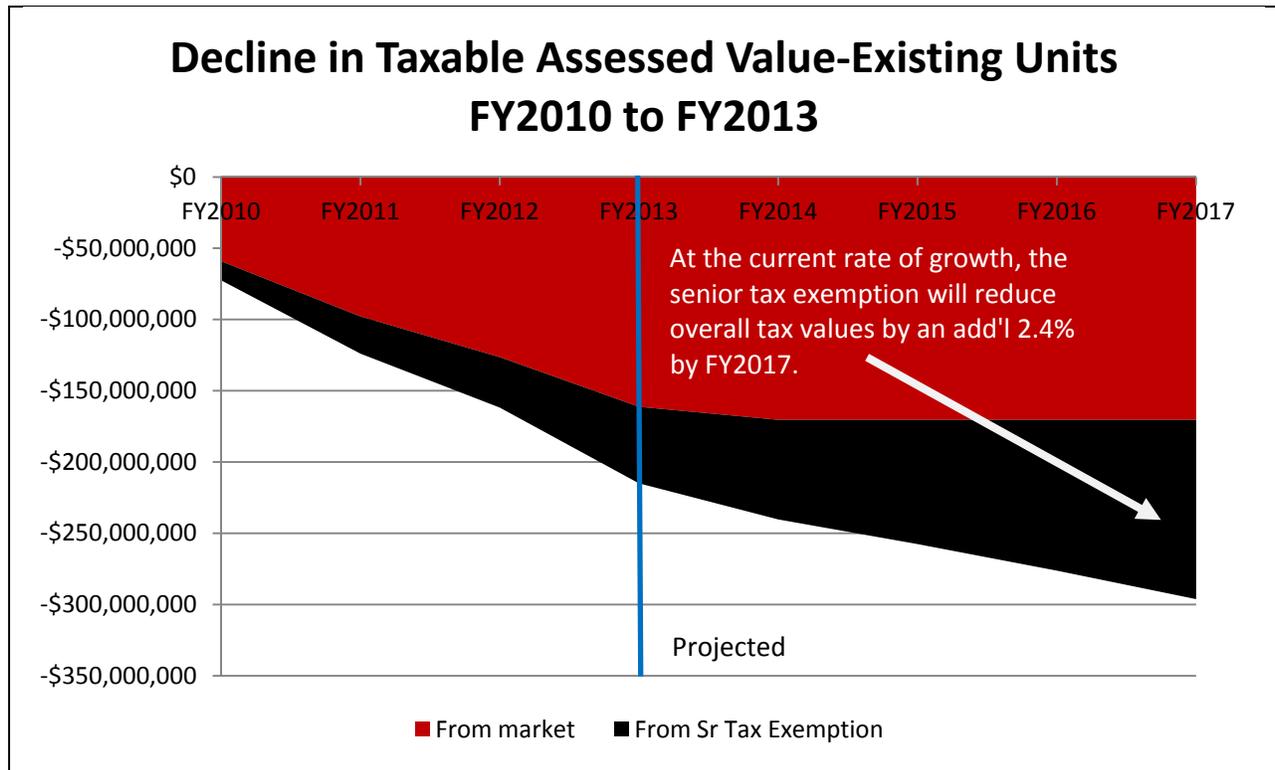


Chart 15 tells another story as well. While residential market values have declined 5.6% over the past four years, residential “taxable” values have declined even faster at 7.8%. This is for one reason – the number of seniors taking advantage of the senior tax exemption has increased by 770 residences or 35.2%, from 2,188 to 2,958, effectively taking \$53.8 million off of the tax rolls at a time that overall market values were declining due to the economic downturn. Based on Rowlett’s tax exemption policy, each property owner who reaches the age of 65 receives an increase in their annual property tax exemption from the \$5,000 regular “homestead” exemption to a \$67,000 “senior” exemption, immediately reducing their annual tax payment by \$463. This lower amount then becomes permanent due to the senior tax freeze approved in 2004.

Chart 16 illustrates this issue in a different way. Overall taxable values for existing residential units over the past four years have declined 7.8%. Without the increase in the numbers of seniors taking advantage of the senior tax exemption, residential taxable values would have

declined only 5.6%. If the number of seniors increase at the rate of the past four years (i.e. 7.7%), the overall taxable value could decline another 2.4% even “if” overall, property tax values stabilized.

CHART 16



In order for Rowlett to financially improve in the future, it must address the issue of the community wide vision under Realize Rowlett 2020 and it must ask the question, “Can we afford to offer the senior tax exemption at its current level of \$67,000?” Realize Rowlett provides a blueprint for our community to transform a predominantly single-family city into a diverse, vibrant, sustainable community. This includes all age groups to live, work and grow in a community that embraces its future.

To be clear, Rowlett does not have the remaining land to have the commercial tax base that some metroplex cities have; however, Rowlett has its own sense of uniqueness that, combined with the advantages of Lake Ray Hubbard, PGBT and DART light-rail, can lead to a diversity that can be strategically planned. We can be different and we must dare to be different.

FY2013 BUDGET OVERVIEW

FY2013 represents the third year of implementation of a Five (5) Year Sustainability Financial Plan. All decisions regarding revenue projections follow the same fiscally conservative approach that was utilized in the development of the FY2011 and FY2012 budgets. Expenditures were evaluated based from the perspective of organizational sustainability.

For the **eighth** consecutive year, the property tax rate will be unchanged at \$0.747173 per \$100 assessed valuation. Accommodating a flat tax rate was a significant challenge given an additional 1.5% reduction in taxable property values, which came on the heels of a 2.5% reduction in FY2010, a 2.0% reduction in FY2011, and a 1.5% reduction in FY2012. As a result, the total FY2013 Adopted Budget is \$82,824,405. This is an increase of \$2,555,809 or 3.2% compared to the FY2012 Approved Budget of \$80,268,596. There are three key reasons for the increase as follows:

- Personnel costs will increase \$161,143 due to a 10.5% increase in health insurance effective October 1, 2012 and a 3% salary increase for city employees effective April 1, 2013.
- The cost of water acquisition from North Texas Municipal Water District will increase 15.1% or \$717,454 due to cost increases passed on by NTMWD as a result of the zebra mussel problem in Lake Lavon.
- Capital maintenance in the Utility Fund has been increased by \$2,250,000 to address serious deficiencies in the City's water and sewer infrastructure. \$2,000,000 of this increase is adopted to be passed on to customers.

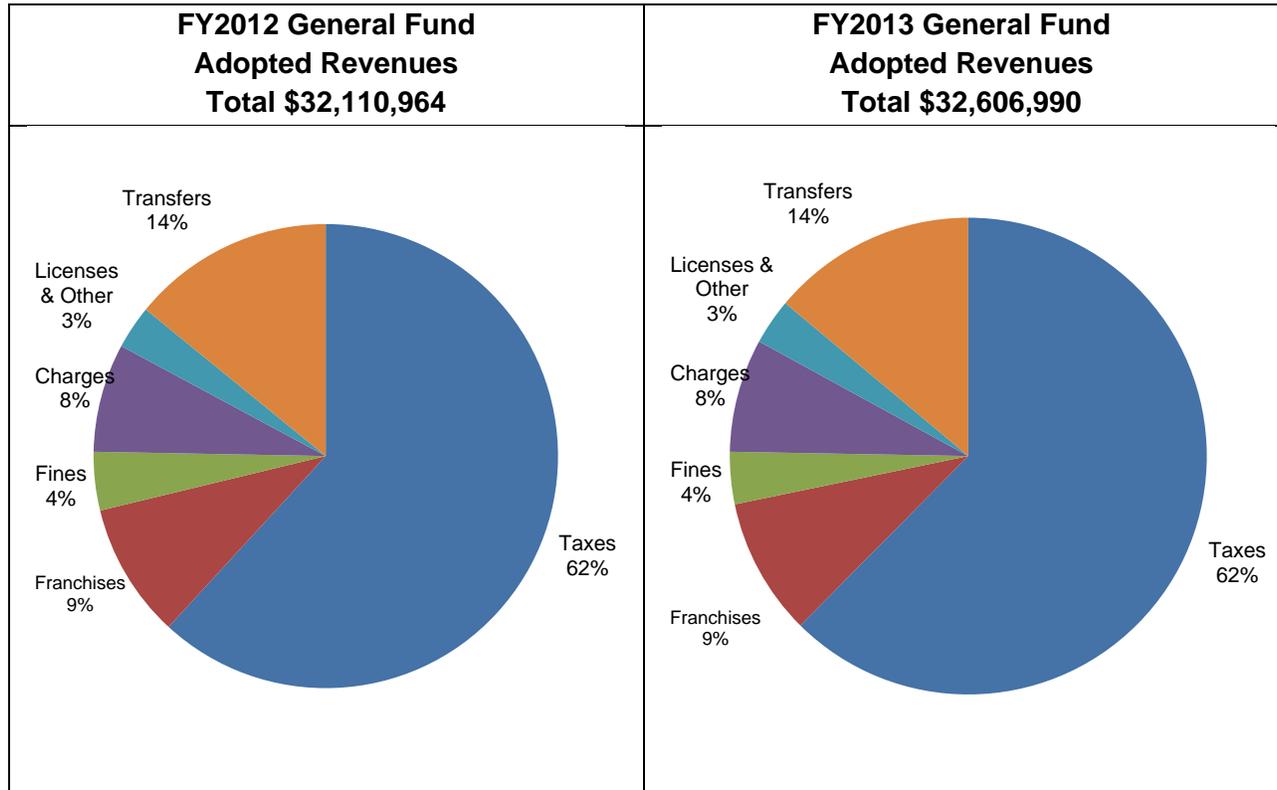
Details concerning the major components of the increase and other changes are explained in the individual fund narratives immediately following. In total, a net increase of 0.50 Full-time Equivalent positions (FTE's) across all funds is included in FY2013. Details regarding position additions and other changes are also included within the following fund overview.

GENERAL FUND

Revenues

Overall, revenues in the General Fund are projected to be \$32,606,990 in FY2013. This is a projected increase of \$496,026 or 1.5% when compared to the adopted FY2012 budget of \$32,110,964. Current economic conditions, as outlined at the beginning of this memorandum, have had a negative impact on the City's ability to generate revenue. However, an increase in sales taxes (due in part to the opening of the President George Bush Turnpike) and availability of property tax revenues from freed up debt service have more than offset the decrease in taxable valuation. An explanation by category is provided below of the anticipated revenues and an explanation regarding these projections.

CHART 17



Tax Revenues

This category, as shown in Chart 17 above, includes property taxes, sales taxes, and mixed beverage taxes. Overall, tax revenues are projected to increase \$434,608 or 2.2% from \$19,854,631 in FY2012 to \$20,289,239 in FY2013. Ad valorem (property) taxes are the largest single revenue source for the City. The biggest challenge over the next couple of years is predicting where and when the total taxable assessed values will bottom out. Property values in FY2014 are now projected to decline an additional 1.0% but FY2015 and years beyond remain uncertain.

Based on the projected assessed value provided by the Dallas Central Appraisal District and the Rockwall Central Appraisal District, the taxable assessed valuation for FY2013 will decrease \$47.0 million or 1.5%, from \$3.17 billion in FY2012 to \$3.12 billion in FY2013. Chart 18 provides a breakdown as follows:

CHART 18

| Breakdown of Certified Tax Values | FY2012 (,000s) | FY2013 (,000s) | \$ Change | % Change |
|-----------------------------------|-------------------|-------------------|------------|----------|
| Residential | \$2,579,834 | \$2,526,652 | \$(53,182) | -2.1% |
| Commercial | 592,066 | 598,190 | 6,124 | 1.0% |
| Total Taxable Values | \$3,171,900 | \$3,124,842 | \$(47,058) | -1.5% |

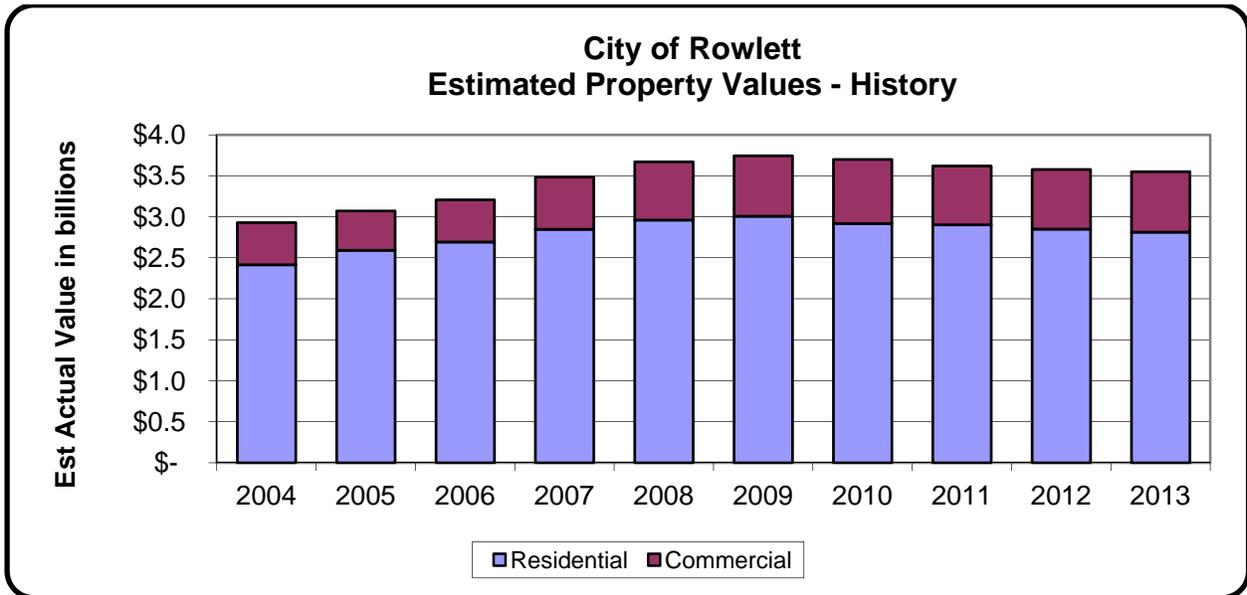
Chart 19 below illustrates the estimated market value and taxable assessed value experienced by the City of Rowlett over the past ten years and projected for FY2013 based on the estimated certified values.

CHART 19

| HISTORY OF TAX VALUES (,000s) | | | | | |
|----------------------------------|-------------------------|------------|-----------|---------------------|------------------------------|
| Year | Estimated Market Values | | | Less: Exemptions | Taxable Assessed Value |
| | Residential | Commercial | Total | | |
| 2004 | 2,415,871 | 513,884 | 2,929,755 | (245,362) | 2,684,393 |
| 2005 | 2,591,155 | 479,484 | 3,070,639 | (199,815) | 2,870,824 |
| 2006 | 2,692,224 | 514,579 | 3,206,803 | (224,441) | 2,982,362 |
| 2007 | 2,848,863 | 635,390 | 3,484,253 | (342,854) | 3,141,399 |
| 2008 | 2,961,439 | 708,959 | 3,670,398 | (361,998) | 3,308,400 |
| 2009 | 2,980,182 | 760,598 | 3,740,780 | (372,401) | 3,368,379 |
| 2010 | 2,918,386 | 781,622 | 3,700,008 | (414,295) | 3,285,713 |
| 2011 | 2,901,798 | 719,781 | 3,621,579 | (401,314) | 3,220,265 |
| 2012 | 2,850,329 | 727,932 | 3,578,261 | (406,361) | 3,171,900 |
| 2013 | 2,813,783 | 736,381 | 3,550,164 | (425,321) | 3,124,842 |

Chart 20 below illustrates the actual history of estimated property values experienced by the City of Rowlett over the past ten years.

CHART 20



The ad valorem tax rate is split between the General Fund and the General Debt Service Fund. In addition, prior to FY2013, a portion was also shared with the Tax Increment Financing District Fund based on incremental increases since 2002; however, in June 2012, the City eliminated its participation rate, in effect zeroing out its contribution to the TIF Fund. The General Obligation Debt rate is established at a level that will provide for the principal and interest on the City's debt each year. Chart 21 below provides a ten year comparison of the tax rate split between operations and debt service.

It is notable that since FY2009, taxable assessed values have decreased \$243.5 million or 7.2% of our total value. This has resulted in a loss of revenues of \$1.8 million, all of which has previously been absorbed by the General Fund, resulting in budget cuts affecting the number of employees, benefit offerings, and other operational changes.

Over the next three years, FY2013 thru FY2015, debt service payments are scheduled to decline approximately \$0.8 million. This proposal reflects staff's recommendation that the decline in debt service not be reallocated to new bond sales but be moved to the General Fund by adjusting the tax rate between O&M and I&S. This will not entirely offset the revenue decline previously experienced; however, it goes a long way to addressing some of our most serious needs. To be clear, the General Fund cannot absorb any additional budget cuts without affecting services to our residents, businesses and customers.

CHART 21

| Fiscal Year | O&M | Debt | Total |
|-------------|------------|------------|------------|
| 2004 | \$0.462267 | \$0.177733 | \$0.640000 |
| 2005 | \$0.474134 | \$0.202811 | \$0.676945 |
| 2006 | \$0.501779 | \$0.245394 | \$0.747173 |
| 2007 | \$0.478721 | \$0.268452 | \$0.747173 |
| 2008 | \$0.466173 | \$0.281000 | \$0.747173 |
| 2009 | \$0.494673 | \$0.252500 | \$0.747173 |
| 2010 | \$0.502020 | \$0.245153 | \$0.747173 |
| 2011 | \$0.494673 | \$0.252500 | \$0.747173 |
| 2012 | \$0.490833 | \$0.256340 | \$0.747173 |
| 2013 | \$0.492673 | \$0.254500 | \$0.747173 |

Mixed beverage taxes are the smallest tax revenue source received by the City and are estimated at \$58,338 for FY2013. The City received \$58,542 in FY2011 and expects to receive \$58,338 in FY2012.

Sales tax receipts are the General Fund's second largest revenue source, estimated at \$4.8 million for FY2013. This represents a 9.5% or \$414,293 increase from the FY2012 adopted budget of \$4.4 million. This is due to two primary reasons:

- Effective, September 1, 2011, the City eliminated the sales tax rebate agreement with DR Horton due to a change enacted in the 82nd Texas Legislative Session that redefined the "place of business of the retailer". Due to uncertainty of the exact impact, staff opted to remain cautious in predicting the sales tax revenues in FY2012.
- In December, 2011, the President George Bush Turnpike opened, effectively eliminating four years of consistent construction that constrained taxable sales along State Highway 66. Since its opening, sales taxes have remained consistently above forecast, averaging 12.8% higher than expected.

CHART 22

| Sales Tax Revenues | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|--|----------------|----------------|-----------|----------|
| Sales Taxes – base | \$4,357,697 | \$4,357,697 | \$ - | n/a |
| Projected increase from FY2012 activity | | 339,293 | 339,293 | n/a |
| Projected new growth in FY2012 | | 75,000 | 75,000 | n/a |
| Sales Taxes | \$4,357,697 | \$4,771,990 | \$414,293 | 9.5% |

Franchise Fees

This category of revenue includes franchise fees from Electric, Gas, Phone, and Cable. Revenues are projected to increase \$40,233 or 1.3% from the FY2012 adopted budget of \$3,018,276 to \$3,058,509 in FY2013 as shown in Chart 23 below. The City received \$3,211,302 in FY2011 and expects to receive \$3,018,276 in FY2012.

CHART 23

| Franchise | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|---------------------------|-------------------|-------------------|-----------|----------|
| Electric | \$1,579,744 | \$1,611,339 | \$31,595 | 2.0% |
| Gas | 431,878 | 440,516 | 8,638 | 2.0% |
| Telecommunications | 276,941 | 276,941 | - | 0.0% |
| Cable | 729,713 | 729,713 | - | 0.0% |
| Total | \$3,018,276 | \$3,058,509 | \$40,233 | 1.3% |

Licenses and Permits

This category of revenue includes permit fees for food service, protective alarms, building structures, and the takeline area along with licenses for contractors and special permits. Revenues are projected to increase \$8,171 or 1.9% from \$434,552 to \$442,723, when compared to FY2012. The City received \$450,808 in FY2011 and expects to receive \$434,552 in FY2012 as shown in Chart 24 below.

CHART 24

| Licenses & Permits | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|-----------------------------|-------------------|-------------------|-----------|----------|
| Food Service | \$32,900 | \$32,900 | \$- | 0.0% |
| Protective Alarm | 166,059 | 166,059 | - | 0.0% |
| Construction Related | 168,203 | 171,596 | 3,393 | 2.0% |
| Other | 67,390 | 72,168 | 4,778 | 7.1% |
| Total | \$434,552 | \$442,723 | \$8,171 | 1.9% |

Fees and Charges

This category includes an assortment of revenues including fees for ambulance billing, emergency phone 9-1-1, animal control, mowing, and rezoning along with revenue from the Community Centre, Parks, Wet Zone, and the Library. Revenues are projected to increase \$94,717 or 3.9% from \$2,428,657 to \$2,523,374 in FY2013, when compared to FY2012 as shown in Chart 25 below. The City received \$2,345,529 in FY2011 and expects to receive \$2,425,991 in FY2012.

There are two items that bear noting as follows:

1. The City switched its billing and collections contractor in May 2011 for ambulance services. Due to change in service provider and the uncertainty of collecting older claims from prior to the change, staff opted to be conservative on revenue collections in FY2012. Collections have been higher than targeted and are expected to continue to increase in FY2013. The City received \$415,757 in FY2011 and expects to receive \$500,000 in FY2012.
2. In FY2012, the Parks & Recreation department implemented a multi-year plan to reduce the subsidy to the Rowlett Community Centre. This resulted in an increase in fees in FY2012 that will continue in FY2013 and beyond. The annual revenues in FY2012 through FY2016 are projected to increase from \$395,573 in FY2012 to \$561,440 by FY2016. A complete discussion regarding the change in the annual subsidy can be found on page 29.

CHART 25

| Fees and Charges | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|------------------------------|--------------------|--------------------|-----------------|-------------|
| GISD Resource Officer | \$201,967 | \$206,006 | \$4,039 | 2.0% |
| Ambulance Fees | 500,000 | 550,000 | 50,000 | 10.0% |
| 911 Emergency Fees | 455,904 | 455,904 | - | 0.0% |
| Mowing / Liens | 137,963 | 137,963 | - | 0.0% |
| Community Centre | 395,573 | 436,251 | 40,677 | 10.3% |
| Parks | 97,564 | 97,564 | - | 0.0% |
| Wet Zone | 522,866 | 522,866 | - | 0.0% |
| Other | 116,820 | 116,820 | (1,613) | -1.4% |
| Total | \$2,428,657 | \$2,523,374 | \$94,717 | 3.9% |

Fines and Forfeitures

This revenue category includes Municipal Court fines and fees assessed for various code violations and specific fees such as the Judicial Fund. Separate funds were established in FY2010 to enhance the level of transparency for the Court Juvenile Caseworker, Court Technology, and Court Security fees. All three of these fees have specific legislation regarding the appropriate use for each associated fee. Revenues are projected to decline \$150,000 or 11.5%, to \$1,157,006 when compared to the Adopted Budget for FY2012 as shown in Chart 26 below. The City received \$1,187,365 in FY2011 and expects to receive \$1,122,622 in FY2012 when excluding the dedicated court fees mentioned previously.

CHART 26

| Court Fines | Adopted FY2012 | Adopted FY2012 | \$ Change | % Change |
|----------------------|-------------------|-------------------|-------------|----------|
| Court fines | \$1,300,000 | \$1,150,000 | (\$150,000) | -11.5% |
| Judicial Fund | 7,006 | 7,006 | - | 0.0% |
| Total | \$1,307,006 | \$1,157,006 | (\$150,000) | -11.5% |

Other

This revenue category contains all types of miscellaneous revenue including interest earnings, cell tower rentals, and donations. Other revenues are projected to increase \$42,394 or 7.9% from \$533,633 to \$576,027, when compared to FY2012, primarily due to the addition of a new cell tower expected to earn \$42,000 next year.

Internal Transfers

This revenue category contains all of the transfers from the Utility, Refuse and Drainage Funds. Revenues are projected to increase by \$25,903 or 0.6% from \$4,534,209 to \$4,560,112, when compared to FY2012 as shown in Chart 27 below. The City received \$4,479,845 in FY2011 and expects to receive \$4,534,209 in FY2012.

The Utility in Lieu of Tax Revenue has increased \$8,162 or 1.0% when compared to FY2012 as shown in Chart 27 below. This revenue source is based on a calculation that multiplies the Utility Fund's total gross capital assets by the current tax rate to establish the amount of the payment. General & Administrative fees are based on services provided by the General Fund for certain overhead costs such as legal, accounting, insurance, etc. Utility in Lieu of Franchise revenue reflects 5.0% of the Utility Fund fees and charges, which are consistent with the fees charged to all other franchise utilities.

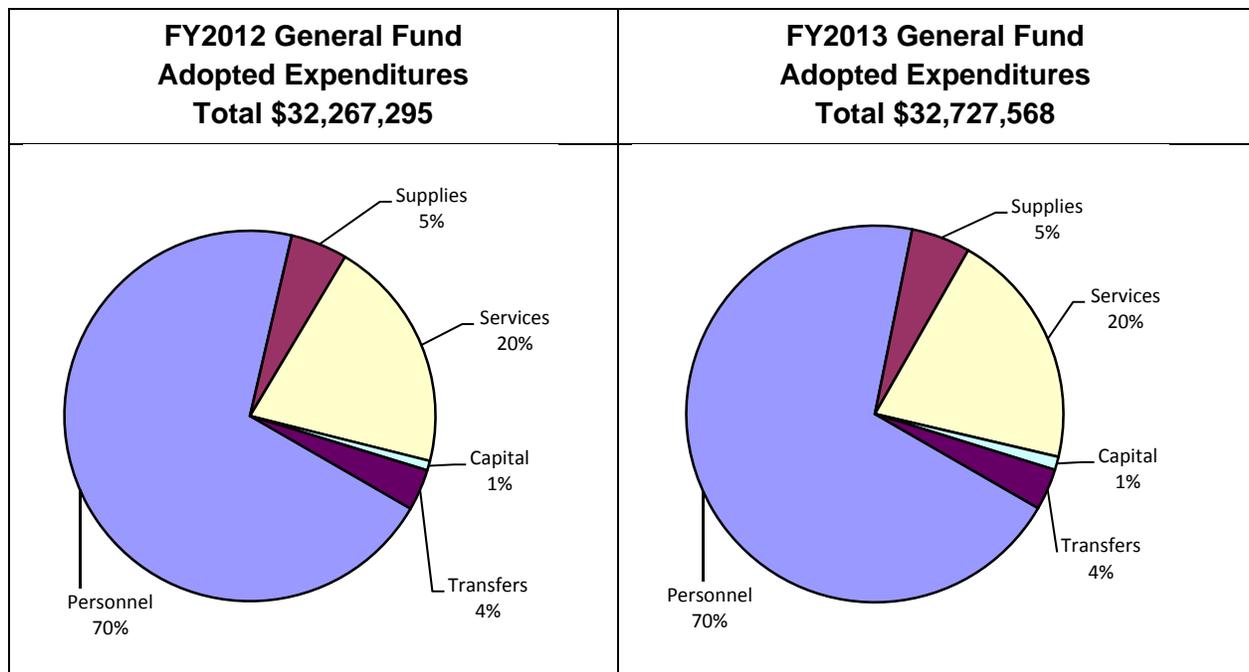
CHART 27

| Internal Transfers | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|-------------------------------|-------------------|-------------------|-----------|----------|
| Utility in lieu of tax | \$816,154 | \$824,316 | \$8,162 | 1.0% |
| G & A | 2,517,722 | 2,517,722 | 0 | 0.0% |
| Utility franchise | 1,200,333 | 1,218,074 | 17,741 | 1.5% |
| Total | \$4,534,209 | \$4,560,112 | \$25,903 | 0.6% |

Expenditures

Overall, expenditures in the General Fund are projected to be \$32,727,568 in FY2013, as shown in Chart 28 below. This is a projected increase of \$460,273 or 1.4% when compared to the Adopted FY2012 budget of \$32,267,295. Even with continuing uncertainties in the national economy and a 1.5% reduction in taxable assessed values, the FY2013 Adopted Budget includes a 3% raise for city employees effective April 1, 2013. As City Manager, I strongly believe that the City of Rowlett cannot continue to not provide a raise again this year. For non public safety employees, no raise in FY2013 would mean five straight years of no raises since the last raise was given October 1, 2008. With the opening of the President George Bush Turnpike and the prospect of an improving local economy, we must be more competitive and begin addressing a troubling turnover rate that is beginning to be more about pay than other issues. I continue to be proud of employees who have shown a level of understanding, empathy, and compassion in these economic times. An explanation of major costs is provided below.

CHART 28



PERSONNEL COSTS

As I have previously mentioned, I continue to be very proud of the spirit of teamwork that staff has shown by accepting my challenge to review existing processes in an effort to find better, more efficient ways to continue to deliver services to our residents.

Overall, personnel costs in the General Fund are projected to increase \$179,838 or 0.8%, from \$22,680,207 in FY2012 to \$22,860,045 in FY2013. As mentioned above, the FY2013 Adopted Budget includes a pay increase for city employees effective April 1, 2013 estimated at \$246,411 for the ½ year adopted (\$492,822 annually thereafter in future years). Also, staffing in the General Fund was modified during FY2012 to add Battalion Chiefs in the Fire Department. The net impact of this change was to add 1.0 fte to the General Fund at an annual cost of \$155,651, providing much needed operational oversight to the department. Finally, for FY2013, \$16,400 was added to the Animal Shelter's part-time pool, providing the ability to extend the hours of operation at the shelter.

In addition to pay, employee medical costs are expected to increase \$262,945 or 10.5% in FY2013 due to a national trend of about 9.4% (10.4% less City's 1.0% discount for wellness) plus plan changes adopted by staff. Retirement costs are projected to decline slightly by \$5,701 or 0.2% in FY2013 even though rates for the Texas Municipal Retirement System will increase from 13.88% to 14.01%. This is because the rates are effective January 1st each year and changes made in the prior year did not take effect until later in FY2012, making the city pay a much higher rate of 15.18% for the first few months of FY2012. Finally, workers compensation premiums paid to the Texas Municipal League also reflects an increase of \$203,928 or 131.0%. The City had several serious injuries in FY2011 that resulted in the increase and such changes take about three years to work themselves through the system, based on how TML calculates their workers' compensation rates. Staff has evaluated the injuries, made several changes to processes, and will implement several new safety initiatives in FY2013, including the creation of a safety task force, who will focus on the reduction of such claims.

The net effect of the changes listed above total \$664,838. The FY2013 Adopted Budget includes an increase in vacancy savings of \$485,000 that more accurately reflects the level of turnover experienced, with a decreasing reliance on such vacancy savings over the next two to three years as the City begins addressing the turnover rate. Vacancy savings has averaged \$1.2 million annually over the past three years, and this increase will bring the projected vacancy savings to \$1.0 million in FY2013 and \$0.8 million in FY2014.

CHART 29

| Personnel Costs | Adopted FY2013 |
|---|-------------------|
| 3% raise effective April 1, 2013 | \$246,411 |
| Change in health insurance | 262,945 |
| Change in retirement | (5,701) |
| Change in workers compensation | 203,928 |
| Change in vacancy savings | (485,000) |
| Net other changes | (42,745) |
| Total | \$179,838 |

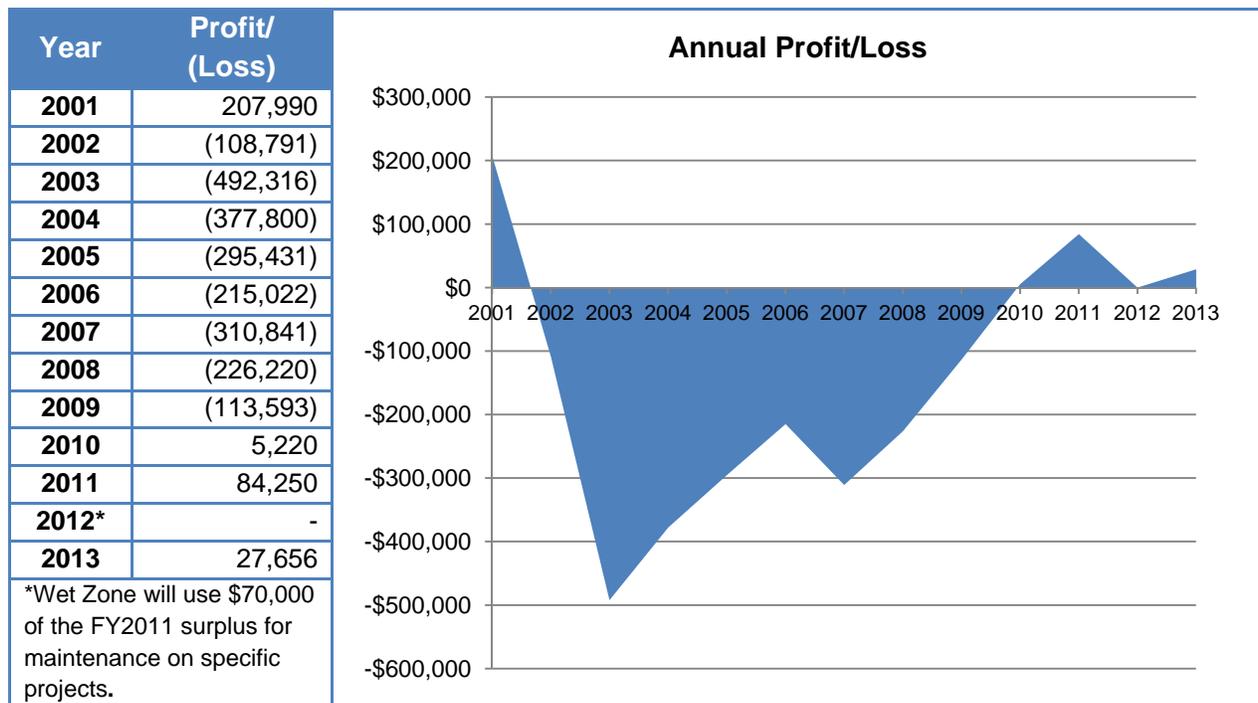
IMPROVED EFFICIENCIES

Wet Zone

Expenditures in this Department are estimated to be \$495,213 in FY2013, a reduction of \$16,013 when compared to \$511,226 in FY2012. FY2012 was the 12th year anniversary of the Wet Zone. Previously, the first year of operation was the only year that the Wet Zone made a profit. However, as a result of many cost reducing measures and attentive monitoring of revenues, the Wet Zone earned a profit of \$84,250 in FY2011, primarily because the full-time manager position was not filled for the entire year. In FY2012, the Wet Zone was expected to at least breakeven; however, staff recommended utilizing approximately \$70,000 of the prior year profit to address some much needed maintenance prior to its opening in May 2012. As a result, in FY2012, the Wet Zone utilized about \$70,000 of the FY2011 surplus for specific maintenance projects.

Chart 30 below illustrates the history of subsidy that the General Fund has carried annually.

CHART 30



Rowlett Community Centre

Expenditures in this Department are estimated to be \$905,120 in FY2013, a reduction of \$8,195 or 0.9% when compared to \$913,315 in FY2012. In FY2012, the Parks & Recreation department implemented a multi-year plan to reduce the subsidy to the Rowlett Community

Centre. This resulted in an increase in the fee structure in FY2012. Future revenues in FY2013 and beyond will come from additional membership and program offerings.

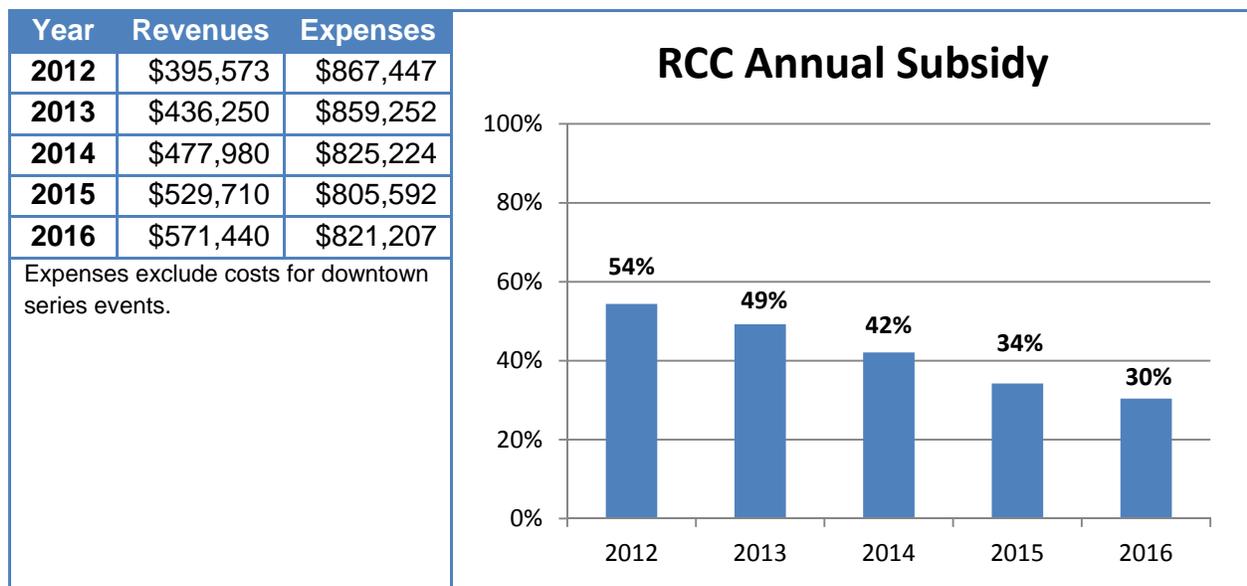
A sustainable model has been created for the Rowlett Community Centre to reach a level of 30% subsidy from the General Fund with the other 70% of expenses being self sustaining by FY2015-2016. This is an increase of \$175,867 in revenues over the next 4 years or about \$43,967 each year.

Plans are now in place that began in FY2012 to implement the following marketing strategies to achieve the subsidy project goals:

- Membership Based Recreation Program Pricing – offer discounted program fees to Centre Members.
- Move toward a “Recreation Pass” structure that will allow not only a membership at the Rowlett Community Centre but also additional discounts at Waterview Golf Course and Wet Zone Waterpark.
- Target specific groups in marketing efforts including apartment dwellers, youth after school, active adult living complexes, corporate memberships and marketing specifically targeted at making the “Pass” a true family benefit with a “something for everyone” theme.
- Market facility reservation packages including preferred caterers and entertainment, corporate rentals and rental discounts to Centre members.

The subsidy in FY2012 through FY2016 is illustrated in Chart 31 below.

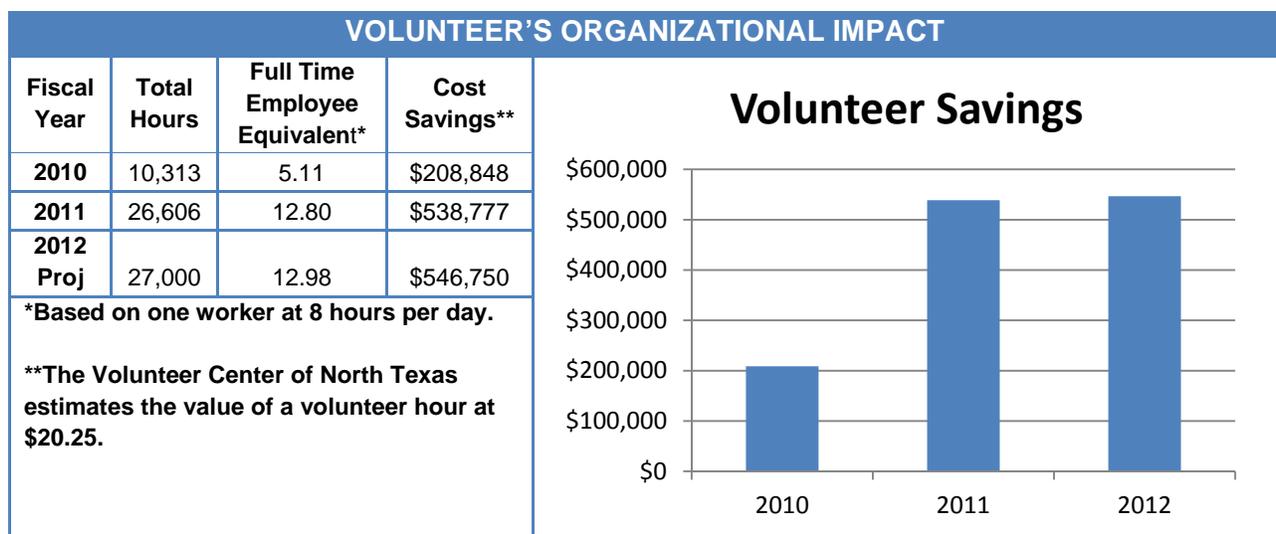
CHART 31



Volunteerism

Volunteerism is a very important initiative to the City of Rowlett. We have publicly vowed to NEVER tell a potential volunteer “no, we don’t have anything for you right now.” Volunteers can really tell the story of the City in the community, and we strive to create new and innovative methods to utilize them. Volunteers become a ‘member’ of the City staff and communicate the positive and realistic story of how their City works and operates, how well tax dollars are spent, and the array of services we provide to their families, friends and neighbors. **As shown below, volunteer hours increased dramatically between FY2010 and FY2011, representing nearly 13 full-time employees that continued in FY 2012. We love our volunteers!**

CHART 32



Capital Equipment

In FY2011, the City developed a multi-year strategy to increase funding for capital equipment. In FY2012, the General Fund budget included \$250,000 to purchase 6 patrol cars annually. In addition to cash funding, the budget also includes capital leases that has provided funds for two other key equipment strategies as follows:

- Funding for leasing four fire engines and three MICU's. Fire engines are leased for ten years and MICU's are leased initially for five years after which the chassis is replaced for an additional three year period.
- Funding for leasing computer equipment on a three-year replacement schedule.

For FY2013 and FY2014, the Adopted Budget also includes \$100,000 in cash funding for recreational amenities. This will provide needed funds to replace ballfield fencing, replace or provide additional shelters, add irrigation to existing parks, and repair or replace existing structures.

Finally, in FY2014, \$45,327 has been added as a first year lease payment to replace the City's core financial system. The current system is now over twelve years old and relies on an antiquated infrastructure. During FY2013, staff will evaluate its financial needs and research possible software solutions in order to develop an RFP to acquire new software and equipment in FY2014.

ENTERPRISE FUNDS

UTILITY FUND

Revenues

Overall, revenues in the Utility Fund are projected to be \$26,788,993 in FY2013, when compared to \$24,025,444 in FY2012. This is a projected increase of \$2,763,579 or 11.5% when compared to the adopted FY2012 budget. The City received \$23,931,147 in FY2011 and expects to receive \$23,790,873 in FY2012. An explanation by category is provided below Chart 33 and 34 of the anticipated revenues and these projections.

CHART 33

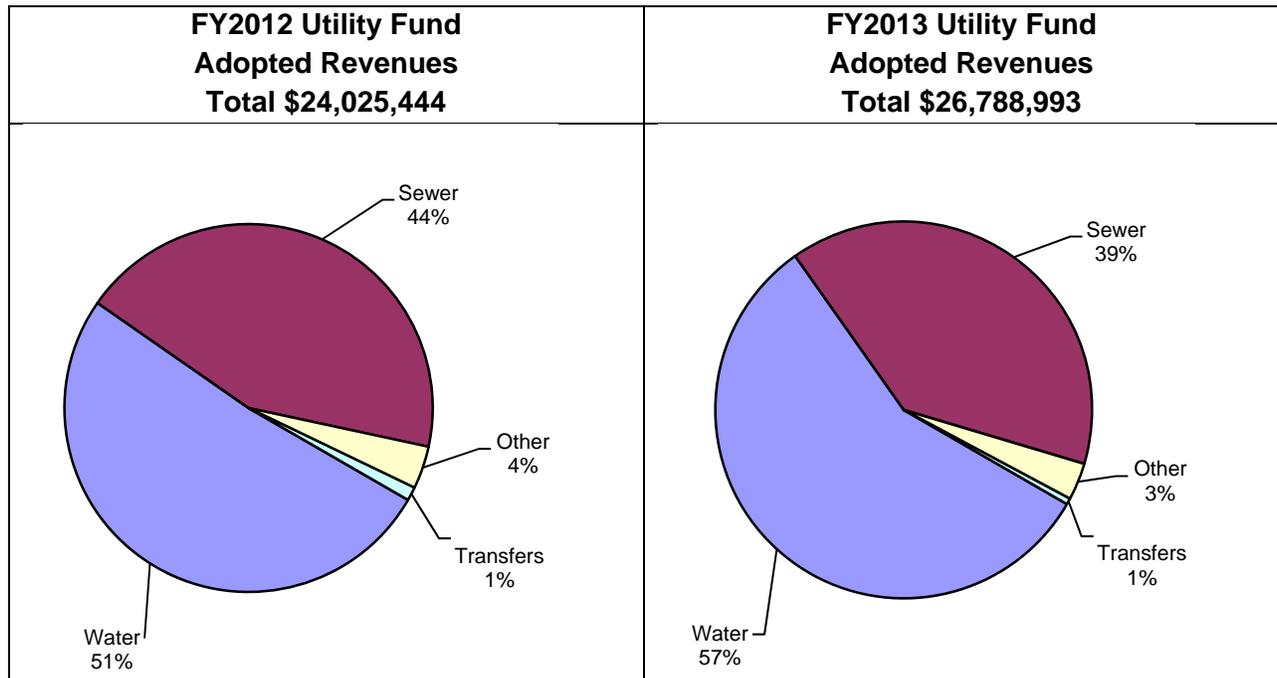


CHART 34

| Utility Fund Revenues | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|------------------------|----------------|----------------|-------------|----------|
| Water charges | \$12,334,621 | \$15,315,474 | \$2,980,853 | 24.2% |
| Sewer charges | 10,499,770 | 10,554,799 | 55,029 | 0.5% |
| Interest income | 126,172 | 11,976 | (114,196) | -90.5% |
| Other | 775,484 | 767,347 | (8,137) | -1.0% |
| Transfers in | 289,397 | 139,397 | (150,000) | -51.8% |
| Total | \$24,025,444 | \$26,788,993 | \$2,763,549 | 11.5% |

Water Charges

This category of revenue includes water charges to residential, commercial and municipal customers. Water charges are projected to increase on a budgetary basis by approximately \$2,980,853 or 24.2%, which has been discussed at numerous work sessions with Council throughout FY 2012, due to four distinct reasons.

1. A projected increase in water rates by North Texas Municipal Water District of 14.3%, from \$1.54 to \$1.76 per thousand gallons totaling \$717,454.
2. An adopted rate increase to add \$2.0 million for capital maintenance to begin addressing the most serious water & sewer infrastructure issues.
3. A projected increase in revenues from a meter replacement program totaling \$75,509 that will leave the city with no meters older than 10 years old by the end of FY2013.
4. A change in average water usage of approximately \$187,890.

The City received \$12,658,481 in FY2011 and expects to receive \$12,315,543 in FY2012.

The adopted rate change increases the average utility customer bill (assuming 10,000 gallons per month) by \$11.70 or 23.6% per month in FY2013. The model passes on the 14.3% increase from North Texas Municipal Water District and the additional capital maintenance, affecting residential customers as shown in Chart 35 below:

CHART 35

| Water Residential Customers Only | FY2012 | FY2013 |
|---|---------|---------|
| Beginning Base Rate | \$10.60 | \$10.60 |
| Increase in Base Rate from NTMWD | - | \$ 3.05 |
| Increase in Base Rate from Capital Maintenance | - | \$ 8.65 |
| New Base Rate | \$10.60 | \$22.30 |
| Volume Rate | \$ 3.90 | \$ 3.90 |
| Total Monthly Fee @ 10,000 gallons per month | \$49.60 | \$61.30 |
| Dollar change | n/a | \$11.70 |
| Percent change | n/a | 23.6% |

Sewer Charges

This category of revenue includes sewer charges to residential, commercial and municipal customers. Sewer charges are projected to increase on a budgetary basis by approximately \$55,029 or 0.5% due to a projected increase in sewer treatment services by the City of Garland of 2.5%, from \$2.42 to \$2.48 per thousand gallons. The City received \$10,233,550 in FY2011 and expects to receive \$10,398,213 in FY2012.

The adopted rate increases the bill for the average utility customer (assuming 10,000 gallons per month) by \$0.25 or 0.4% per month in FY2012. The model passes on “only” the 2.5% increase from the City of Garland and affects residential customers as shown in Chart 36 below:

CHART 36

| Sewer Residential Customers Only | FY2012 | FY2013 |
|---|---------|---------|
| Beginning Base Rate | \$16.17 | \$16.17 |
| Increase in Base Rate from City of Garland | - | \$ 0.25 |
| New Base Rate | \$16.17 | \$16.42 |
| Volume Rate | \$ 4.39 | \$ 4.39 |
| Total Monthly Fee @ 10,000 gallons per month | \$60.07 | \$60.32 |
| Dollar change | n/a | \$ 0.25 |
| Percent change | n/a | 0.4% |

Other Revenues

Transfers from other funds will decrease by \$150,000 as a result of the completion of a two-year plan to return \$300,000 loaned to the Golf Fund for the settlement agreement with American Golf. In FY2007, the Utility Fund loaned the Golf Fund \$300,000 to fund part of a series of golf course and related drainage improvements under a settlement agreement with American Golf totaling \$1.3 million.

All other utility revenues are projected to decrease \$122,333 or 13.6%, from \$901,656 to \$779,323 primarily due to reduced interest income.

Expenditures

The FY2013 Utility Fund budget totals \$26,705,926, which represents an increase of \$2,890,489 or 12.1% from the FY2012 adopted budget of \$23,815,437. The primary reason for the increase is due to an anticipated increase from North Texas Municipal Water District for water purchases, from the City of Garland for sewer treatment, and a much needed increase for capital maintenance. Direct purchase costs for water and sewer are projected to increase by

\$762,294 in FY2013, a combined increase of 9.5%. An explanation by category is provided below in Chart 37 and 38.

CHART 37

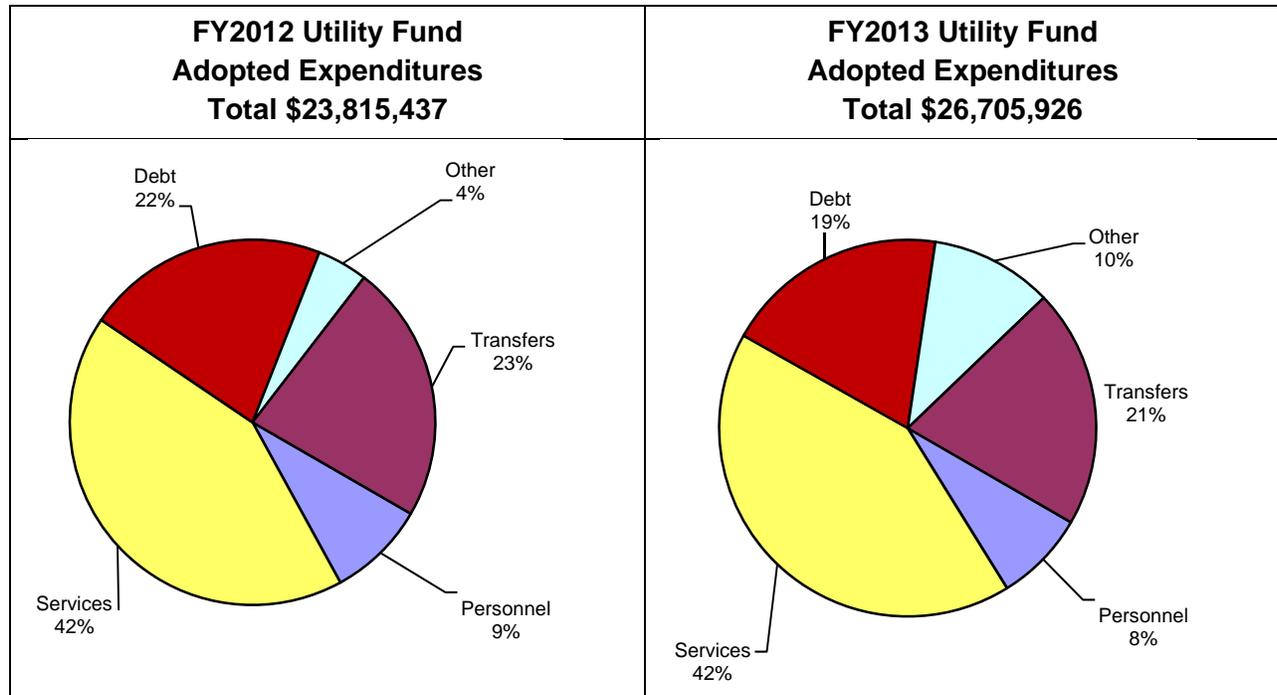


CHART 38

| Utility Fund Expenditures | Adopted FY2012 | Adopted FY2013 | \$ Change | % Change |
|---|-------------------|-------------------|-------------|----------|
| Personnel Costs | \$2,068,381 | \$2,092,000 | \$23,619 | 1.1% |
| Water/Sewer Contract Services | 8,045,371 | 8,807,665 | 762,294 | 9.5% |
| Other Purchase Services and Supplies | 2,583,273 | 2,411,946 | (171,327) | -6.6% |
| Debt Service | 5,117,984 | 5,117,984 | - | 0.0% |
| Capital Improvements | 550,000 | 2,800,000 | 2,250,000 | 409.1% |
| Transfers to Other Funds | 5,450,428 | 5,476,331 | 25,903 | 0.5% |
| Total | \$23,815,437 | \$26,705,926 | \$2,890,489 | 12.1% |

While direct increases from the City of Rowlett's water provider and sewer treatment contractor accounts for much of the total increase, there are several other changes of substance that should be discussed here.

First, in FY2011, North Texas experienced the most serious drought since the mid-1950s. This drought exacerbated conditions with an aging infrastructure issue, along with two other inherent factors, geography and soil condition. The geography of Rowlett causes the City to have more sewer lift stations than is normally needed in a community this size due to the need to pump water uphill to be treated at the Garland Sewer Treatment Plant. In addition, expansive soil conditions cause water and sewer lines and other infrastructure to weaken or break as a result of constant swelling and shrinking.

As a result, City staff began assessing and evaluating its water & sewer infrastructure from a holistic perspective (i.e. operational practices, maintenance, and capital infrastructure). While the debt service schedule in the Utility Fund will decline in FY2013, providing additional capital investment capacity to address water pressure in the upper pressure zone, there is not enough money available for the arduous task of maintaining its existing infrastructure.

Charts 39 and 40 below shows the decline in O&M between FY2004 and FY2012, which has also declined as a percentage of the total utility rate from 31% to 20% over time, and what the City needs for capital maintenance annually. This represents a real decline in maintenance dollars of \$253,000 over the past 8 years. With a system valued at nearly \$342 million, the City should be spending roughly \$11 million a year to maintain its system. Instead, other than revenue bonds issued in FY2004-FY2006 that are nearly spent, the City's budget has only \$550,000 a year set aside for capital maintenance. This represents only about 0.16% of the value of the assets maintained.

CHART 39

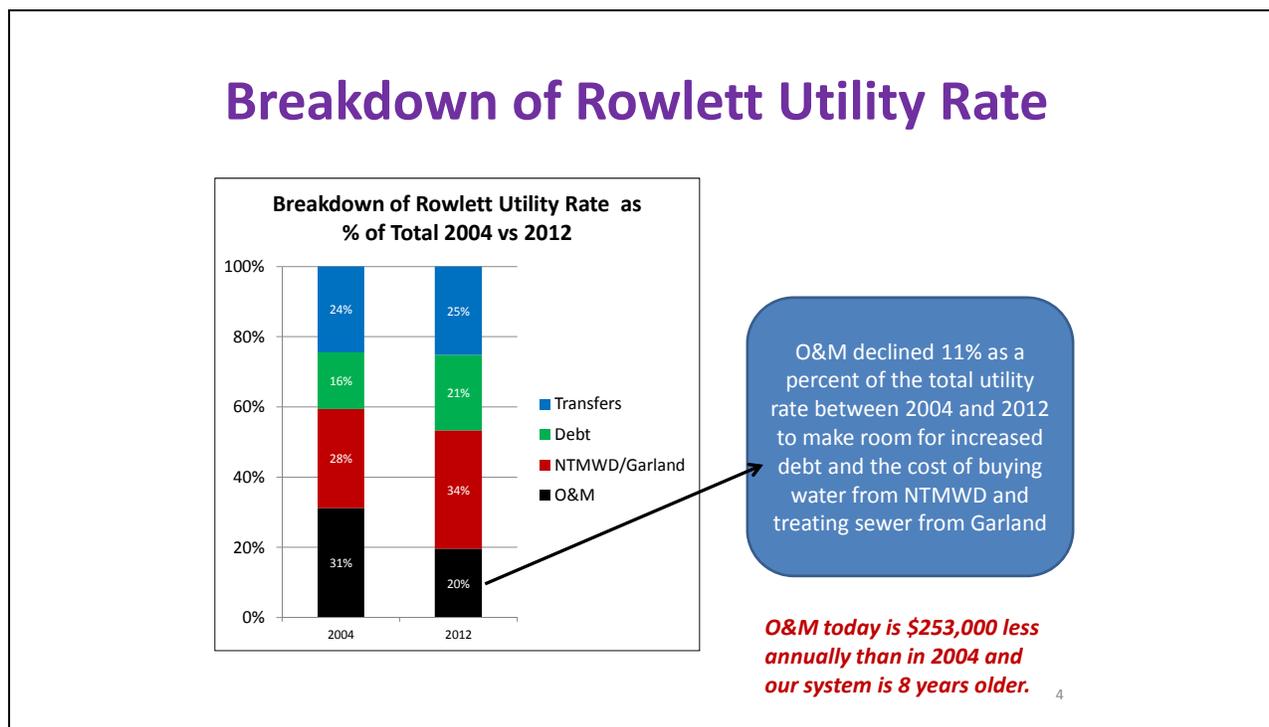
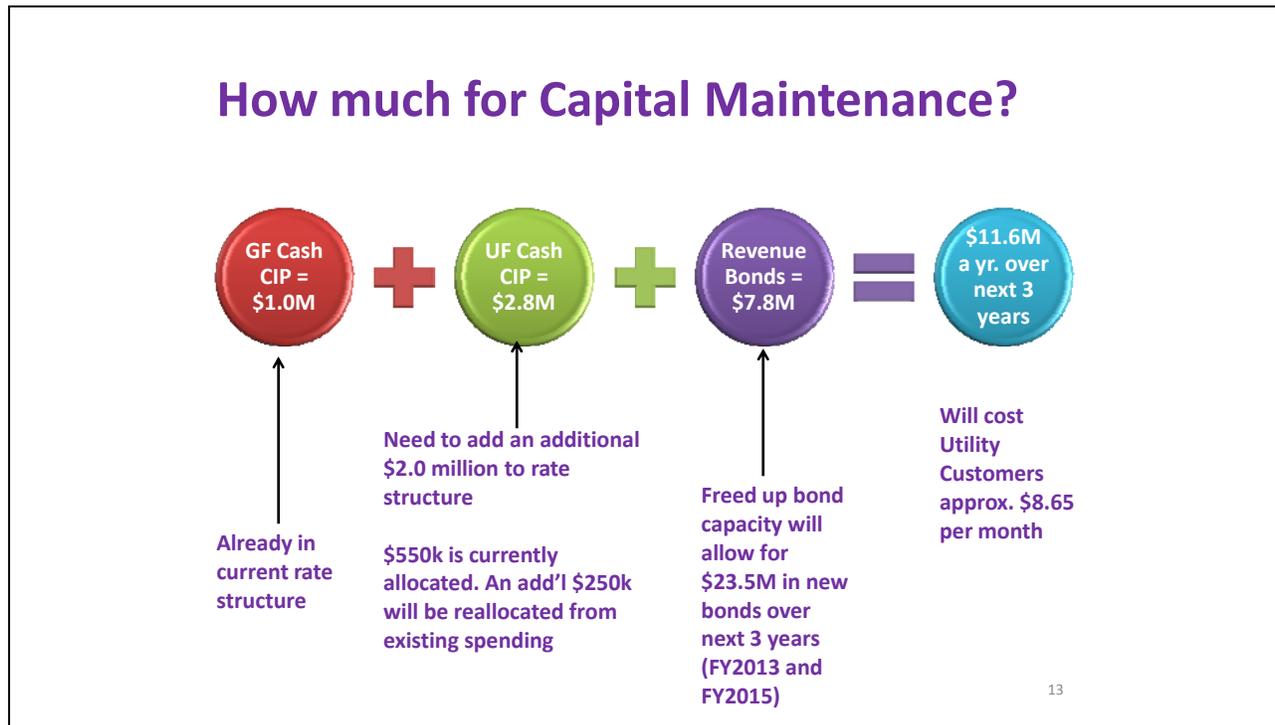


CHART 40



As discussed at numerous work sessions with City Council throughout FY 2012, staff has recommended increasing the utility rate, raising \$2.0 million annually for additional capital maintenance. Combined with \$23.5 million in utility revenue bonds recommended to be sold in FY2013 and FY2015, the City will be able to address the most severe maintenance and infrastructure needs over the next 3-5 years.

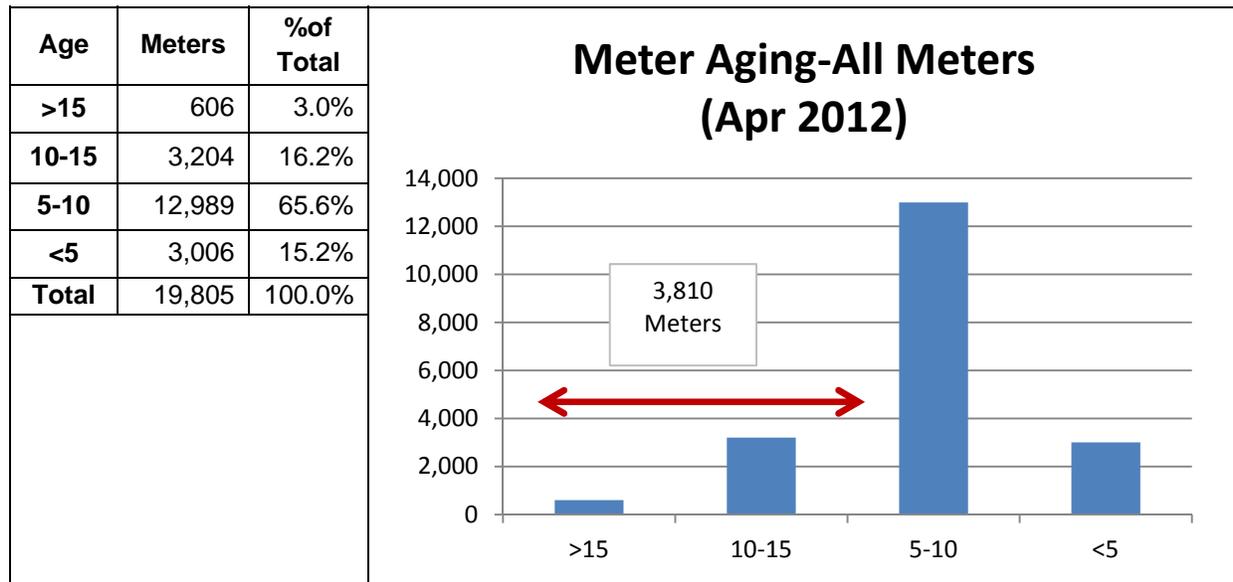
Second, in FY2011, the City began experiencing a noticeable increase in water meter failures. Water meters are designed to fail in favor of the customer; therefore, we believe that our revenues have been impacted. In FY2005, the City contracted to replace nearly 50% of all of its water meters and converted 100% of all water meters to “radio read”. This left nearly 9,000+/- meters, many of which had been replaced or rebuilt over a seven year period. There are now approximately 3,000 water meters that are older than 12 years, 90% that are 12-16 years old and 10% that are even older.

Recognizing that the City must immediately address its oldest meters, the FY2012 budget included \$399,788 in new meters to be financed with a three year lease totaling \$156,537 annually and provided funding for a meter maintenance technician to focus on the replacement program. The FY2013 budget funds another \$201,906 in new meters to be financed with a three year lease totaling \$74,200 annually. Staff’s goal with the new dollars, combined with funds from the annual operating budget, is to have no water meters older than 10 years by the end of FY2013. Beyond FY2013, staff will implement a strategy that will utilize a combination of cash

and financing that will “smooth” out the future impact of re-replacing the water meters replaced in FY2005 over a ten to twelve year period.

Chart 41 below depicts the number and age of the City’s water meters.

CHART 41



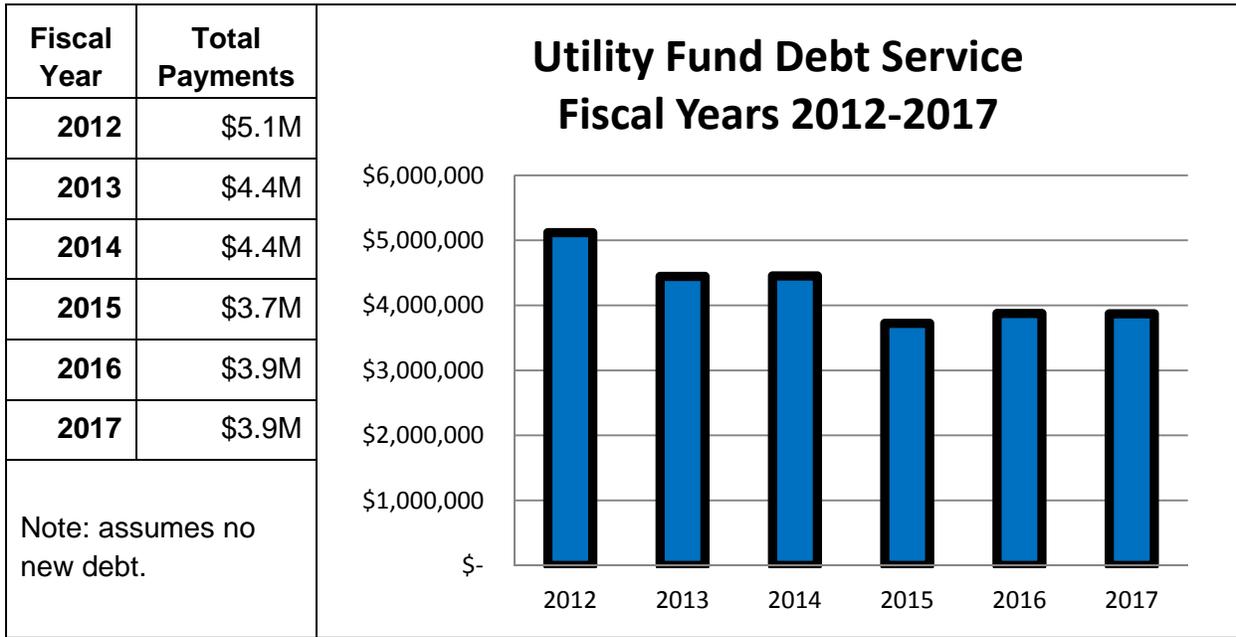
Third, as addressed previously in the General Fund, staff is proposing a 3% pay raise effective April 1, 2013. This raise, along with other changes, will increase personnel costs by \$23,619 or 1.1%, from \$2,068,381 in FY2012 to \$2,092,000 in FY2013. Chart 42 outlines the changes.

CHART 42

| Personnel Costs | Adopted FY2013 |
|---|-----------------|
| 3% raise effective April 1, 2013 | \$19,063 |
| Change in health insurance | 29,540 |
| Change in retirement | (5,778) |
| Change in workers compensation | 19,896 |
| Net other changes | (39,102) |
| Total | \$23,619 |

Finally, debt service payments are scheduled to decrease by \$672,739 next year and by another \$728,182 in FY2015 as shown in Chart 43:

CHART 43



In FY2013, the declining debt service frees up about \$581,952 in annual debt service payments. In addition, the City has issued two bond refunding that have saved the City \$90,787, for a total of \$672,739 annually over the remaining life of the bonds. Because of the change in debt service, the City will issue additional revenue bonds of \$8.6 million. As a result, staff has included the restoration of that debt service in the FY2013 budget and has included those additional bond proceeds as part of the adopted Two-Year Capital Improvements Plan in order to begin addressing water pressure in the upper pressure plane zone.

REFUSE FUND

Revenues

Revenue in the Refuse Fund is projected to be \$4,764,621 in FY2013, which is an increase of \$213,975 or 4.7% compared to the adopted budget for FY2012 of \$4,550,646. The City received \$4,459,064 in FY2011 and expects to receive \$4,521,416 in FY2012. The main reason for the increase in FY2013 is due to a change in the solid waste provider from IESI to Waste Management.

On September 30, 2012, the City's existing contract with IESI was set to expire or would have to be renewed for an additional five year period. Instead, the City determined that solid waste services could be improved by rebidding. In November 2011, the City surveyed its residents to determine what changes should be made to the existing services. Overwhelmingly, 96% of Rowlett residents indicated that they wanted to keep the current service level (i.e. once a week

pickup for trash and recycling), and 99% indicated that they wanted to keep as many of those current services as possible with as low a fee as possible.

Based on the survey, staff developed an extensive RFP process built around the desires of Rowlett residents. The specific goals used in evaluating the request for proposals and scoring criteria were as follows:

1. Keeping the core services in terms of both trash and recycling the same with once a week pickup.
2. Keeping the core services with as low a fee as possible.
3. Include curbside household hazardous materials and bulky item pickup as “options” to evaluate whether or not the additional cost adds value and benefit to our customers, keeping in mind overall cost.
4. High level of customer service satisfaction.
5. Overall evaluation of bids based on price.

In March 2012, staff received proposals from four solid waste providers: IESI, CWD, Republic and Waste Management. Republic was disqualified due to a non responsive bid, and the other three were interviewed based on their individual proposals. After reviewing the proposals and interviewing the three finalists, staff recommended the contract be awarded to Waste Management for an initial term of five years with two five-year options to renew, provided both parties are in agreement. There are three important service enhancements included in the contract that are extremely important to the City and its customers.

1. Once a week collection of brush and bulky waste, without limitation, without any bundling requirements or any call-in provisions by our citizens.
2. GPS real-time tracking capabilities which will show when trucks were in the area as well as where the stops occurred.
3. Polycart sizes will be increased from 95 gallon to 96 gallon for solid waste and from 65 gallon to 96 gallon for recycling.

All of the above enhancements will be provided to the residential customers at no additional cost; however, commercial customers will experience cost changes subject to the mix of services desired.

Expenditures

Expenditures in the Refuse Fund are projected to be \$4,740,876 in FY2013, which is an increase of \$197,410 or 4.3% compared to the adopted budget for FY2012 of \$4,543,466. The biggest change to expenditures in FY2013 is an increase in contract costs from the new solid waste provider of \$406,882 for residential and commercial service. The increased cost is adopted to be offset by a reduction of \$200,000 to the General Cash CIP Fund for additional alley improvements. The remaining increase relating to commercial customers will be passed on directly.

The budget continues to fund \$38,500 for the annual spring cleanup and \$15,000 for residential use of the landfill program which allows each residential account to use the Garland landfill twice a year.

Please note that a change made in FY2012 was to make a permanent increase to the transfer to the General Cash CIP of \$250,000. The purpose of this change was to allow the Utility Fund to reduce its transfer to the General Cash CIP Fund by a like amount and transfer those dollars to the Utility Cash CIP instead. In the FY2012 Budget Memo, staff noted that this strategy could change in FY2013 as a result of going through the RFP process for residential and commercial trash service. Based on the final contract negotiated with Waste Management, staff has recommended that the transfer to the General Cash CIP be reduced by \$200,000 in order not to pass on additional contract costs to residential customers. **Please note that for FY2013, the transfer from the Refuse Fund to the General Cash CIP will be \$800,000.**

DRAINAGE FUND

Revenues

Revenue in the Drainage Fund is projected to increase \$13,197 or 1.0% to \$1,333,611 in FY2013, when compared to \$1,320,414 in FY2012. The Drainage Fund revenue is based on a set fee of \$5.50 per month for residential customers and \$13.50 per month for commercial customers based on the number of water meters. The City received \$1,302,379 in FY2011 and expects to receive \$1,325,629 in FY2012.

Expenditures

Expenditures in the Drainage Fund for FY2013 are projected to be \$1,300,049, which is a decrease of \$246,327 or 15.9% compared to the adopted budget for FY2012 of \$1,546,376. The main reason for the decrease is a \$248,000 reduction in the transfer to the Drainage Cash CIP Fund which was used in FY2012 to cover drainage improvements on Chiesa & Pendridge.

OTHER GOVERNMENTAL FUNDS

IMPACT FEES FUND

Revenue in this fund is projected to be \$44,357 in FY2013, which is flat when compared to FY2012. Fees are set by Council policy for impact fees and assessed with new construction. Expenditures are budgeted at \$30,000, which is flat when compared to the adopted budget in FY2012.

POLICE SEIZURE FUND

Revenue in this fund is projected to be \$100,550 in FY2013, which is flat when compared to FY2012. Revenue for this fund is generated by the sale of real and personal property legally confiscated by the Rowlett Police Department. Revenue is based on police activity in FY2012 for which the Police Department is expected to receive in FY2013.

Expenditures in this fund are budgeted to be \$100,550 in FY2013, which is a 19.6% decrease when compared to \$125,000 in FY2012. The Police Department typically utilizes these funds to purchase equipment, technology and supplies to enhance/improve staff's current ability to provide public safety services and increase officer safety and performance as needs are identified.

ECONOMIC DEVELOPMENT FUND

Revenue in this fund is projected to be \$316,694 in FY2013, flat when compared to the FY2012 adopted budget. Economic Development is supported equally between the General and Utility Funds.

Expenditures in this fund are budgeted to increase \$6,225 or 1.8% in FY2013, from \$338,370 to \$344,595. Staff remains confident that a high quality standard will be maintained and accomplished through our targeted approach strategy to resource allocation.

INNOVATIONS FUND

The Innovations Fund was created in FY2010 and was intended to be a temporary fund that would expire after a few years. It includes technology, equipment, plans & studies, and building repairs that are viewed to be critical, that are expected to improve customer service or that will be more efficient. In FY2010 and FY2011, the fund was funded by transfers from the General Fund. Based on the transfers made in FY2010 and FY2011, this Fund is projected to have \$650,820 to carry into FY2013 to spend for projects not completed.

HOTEL/MOTEL FUND

Revenue in the Hotel/Motel Fund is projected to decrease \$523 or 1.1% to \$47,752, when compared to \$48,275 in FY2012.

Expenditures in this fund are budgeted to be \$42,749 in FY2013, flat compared to the FY2012 adopted budget. The Downtown Events Series has been a tremendous success again this year! The events series will continue to include the following:

- Veterans Day – November
- Holiday Parade – November
- Tree Lighting – December

- Diversity Day – March
- Easter Egg Hunt – March
- Memorial Day/Touch-A-Truck – May
- Fireworks on Main – July
- Movies on Main – September

Additional funding for special events totaling \$50,830 has been included in the General Fund to cover expenses above and beyond what the Hotel/Motel Fund can afford.

PUBLIC EDUCATION AND GOVERNMENT (P.E.G.) FUND

P.E.G. Fund was created in FY2010 to account for revenue generated for purposes of programming related to the Public, Education, and Government Channel, which is known as Rowlett Television Channel 16. Revenue for FY2013 is projected to be \$85,042, flat compared to the FY2012 budget. The Creative Services Producer position is currently being paid by P.E.G. revenue and is included in this fund.

GRANTS FUND

The Grants Fund accounts for revenue specifically associated with grants received by the City of Rowlett. In FY2013, the City of Rowlett expects to receive \$24,590 in projected reimbursements from the Garland Independent School District for police overtime on special events.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

Revenue in this fund is projected to be \$228,181 in FY2013, an increase of \$10,936 or 5.0% from FY2012. The source of revenue is a formula calculation established by the United States Department of Housing and Urban Development, Community Development Block Grant program. \$24,000 of the funds will go to administrative costs as provided under the rules of the grant, and the remaining \$204,181 will go toward capital improvements in qualifying areas of the City.

TAX INCREMENT FINANCING (TIF) FUND

In June 2012, the City Council amended the project and financing plans of the Rowlett Tax Increment Reinvestment Zone Number One and suspended the City's contribution of incremental taxes to the Tax Increment Financing Fund. Reducing the participation rate to zero will eliminate the TIF Fund in FY2013 and split the revenues from the tax rate between the General Fund and Debt Service Fund by about \$192,000 and \$99,000 respectively.

JUVENILE DIVERSION FUND

This fund, created in FY2010, specifically accounts for revenue that is generated on court fines for the purpose of paying salary and benefits for a juvenile case manager position as permitted under Article 102.0174 of the Texas Code of Criminal Procedure. This particular fee was added to the municipal code on October 2, 2007 and was originally included in the General Fund. The projected revenue for FY2013 will be \$33,281, a reduction of \$8,321 or 20.0% compared to the \$41,602 in the FY2012 budget. Expenditures are projected to be \$33,274 in FY2013 to cover the costs associated with the Juvenile Case Worker position, which was reduced to part-time (i.e. 0.50 fte) during FY2012.

COURT TECHNOLOGY FUND

This fund, created in FY2010, specifically accounts for revenue that is generated on court fines for the purpose of acquiring qualifying technology for the municipal court as permitted under Article 102.0172 of the Texas Code of Criminal Procedure. This particular fee was originally added to the municipal code on September 9, 1999, amended on October 5, 2004, and originally included in the General Fund to cover the technological costs of municipal court, including lease payments for equipment, printers, and software. The projected revenue for FY2013 will be \$26,936, a \$6,734 or 20% reduction compared to the FY2012 budget of \$33,670. Expenditures total \$206,120, an increase of \$172,450, primarily due to the addition of \$143,305 for the purchase of new case management software in FY2013. However, there is a fund balance projected for this fund at the end of FY2012 of \$189,427, which will more than adequately cover the cost of this software.

COURT SECURITY FUND

This fund, created in FY2010, specifically accounts for revenue that is generated on court fines for the purpose of providing security services for the municipal court as permitted under Article 102.017 of the Texas Code of Criminal Procedure. This particular fee was originally added to the municipal code on June 5, 2007 and originally included in the General Fund. The projected revenue for FY2013 has been reduced by \$5,009 or 20%, from \$25,044 in FY2012 to \$20,035 in FY2013.

Court security is currently provided by several bailiff positions. Funding for these positions is anticipated to be \$22,170 in FY2013.

TRAFFIC SAFETY FUND

Revenue in this fund is generated from citations issued from red light cameras. Revenue is projected to be \$297,926, flat compared to FY2012 budget. Revenues from red light cameras have declined over time, which is attributed to a change in behavior of the motoring public who now stop for red traffic signals rather than running them. There are four (4) locations in Rowlett, where seven (7) cameras are currently located.

The single biggest expenditure is the contract cost the City pays its vendor for the operation, billing and administration of the red light cameras totaling \$296,088. Under Section 707 of Title 7 of the Texas Transportation Code, the City is permitted to retain 50% of any annual surplus for specified traffic safety related programs (i.e. pedestrian safety, public safety, intersection improvements and traffic enforcement). Therefore, the remaining \$1,838 will be used for those purposes as allowed by law.

DEBT SERVICE FUND

Revenues are adopted at \$8,612,739 representing a decrease of \$383,982 or 4.3% compared to the FY2012 adopted budget of \$8,996,721. This has resulted in a change in the debt service portion of the tax rate, from \$0.256340 per \$100 assessed value to \$0.254500. The three reasons for this change as follows:

- A 1.5% decrease in taxable assessed value.
- A \$252,197 scheduled decline in debt service.
- Two refunding that have saved the City \$97,051 annually over the remaining life of the bonds.

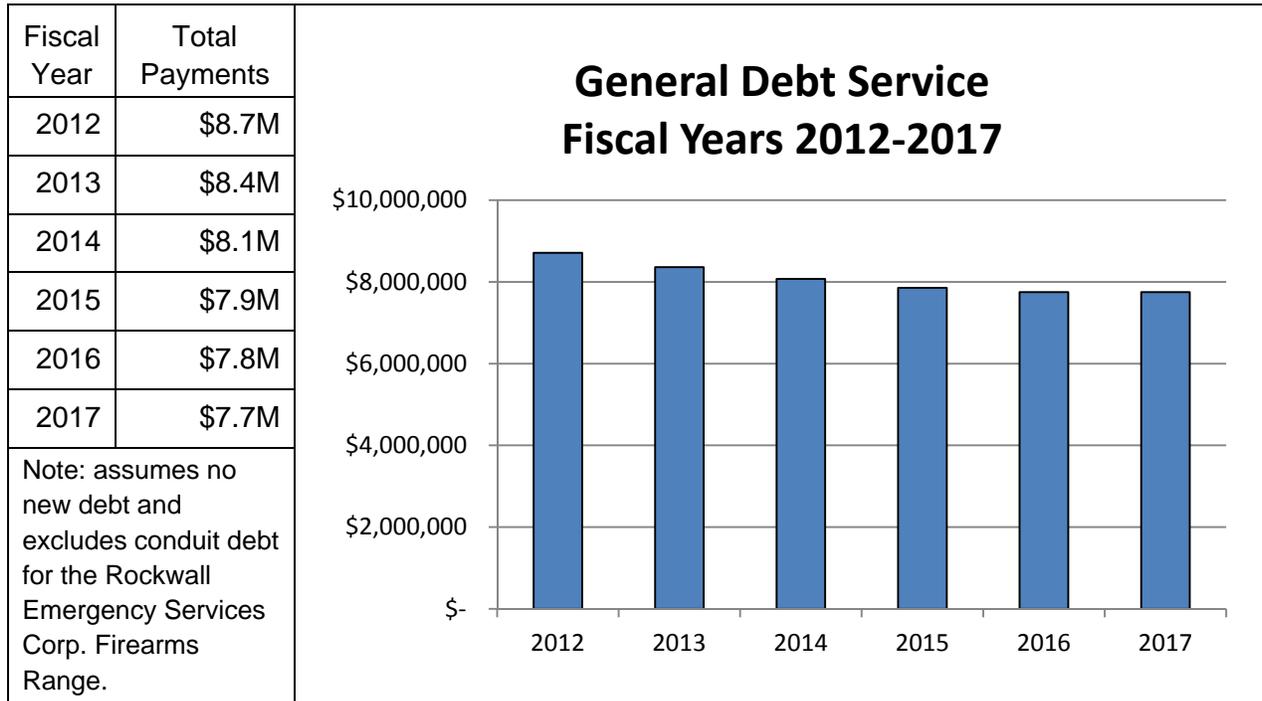
Expenditures are adopted at \$8,612,739 representing a decrease of \$337,729 or 3.8% compared to the FY2012 adopted budget of \$8,950,468. The most significant change is the reduction in principal and interest payment on debt by \$349,248 or 4.0%, due in a decline in scheduled debt service and two bond refunding in the current fiscal year, saving approximately \$97,051 annually.

It is notable that since FY2009, taxable assessed values have decreased \$243.5 million or 7.2% of our total value. **This has resulted in a loss of revenues of \$1.8 million, all of which has previously been absorbed by the General Fund, resulting budget cuts affecting the number of employees, benefit offerings, and other operational changes.**

Over the next three years, FY2013 thru FY2015, debt service payments are scheduled to decline approximately \$0.8 million. This budget reflects staff's recommendation that the decline in debt service not be reallocated to new bond sales but be moved to the General Fund by adjusting the tax rate between O&M and I&S. This will not entirely offset the revenue decline previously experienced; however, it goes a long way to addressing some of our most serious needs. To be clear, the General Fund cannot absorb any additional budget cuts without affecting services to our residents, businesses and customers.

The change in debt service payments are reflected in Chart 44 below.

CHART 44



GOLF FUND

Revenues are projected to increase \$4,781 or 0.8% to \$600,628 for FY2013, when compared to \$595,847 for FY2012. This change is due to an increase in scheduled rent payments from American Golf.

Expenditures in this fund total \$389,176, a decrease of \$176,288 or 31.2%, primarily due to lower projected payments on the 1997A bonds. The fund pays debt service on the 1997A variable rate bond, which is tied to the London Interbank Loan Offer Rate (LIBOR) that resets August 15th each year.

As a result of the increase in scheduled rent payments and decrease in debt service, the fund is projected to have an annual surplus again in FY2013 totaling \$211,452. The fund has now repaid a \$300,000 loan to the Utility Fund given in 2007 to assist with the cost of the settlement agreement with American Golf. In addition, we are now maintaining a minimum reserve equal to one year's debt service based on the scheduled debt payment for FY2013 totaling \$379,176.

Generally, any surplus above and beyond this minimum can be available to address capital improvement and maintenance recommendations made by the Golf Advisory Board. However, given the relative volatility of the one-year LIBOR rate, staff recommends remaining cautious with any surpluses to ensure funds are available to continue the strategy of maintaining a one-year debt service reserve.

EMPLOYEE HEALTH BENEFITS FUND

In Fiscal Year 2011, the City of Rowlett created the Employee Health Benefits Fund as a separate internal service fund to account for a partial self-insurance strategy for health care in an effort to address spiraling health care costs and promote wellness. Partial self-insurance also gives the City the ability to gain greater access to population specific claim detail, which provides increased ability for medical case management and cost containment. This information plays an integral role in the development of a sound wellness program, which is essential to maintaining a healthy workforce, reducing absenteeism, and mitigating increasing health and prescription drug costs.

As with any internal service fund, the City budgets a fixed amount for its share of employee health costs in each operating department. The Fund then “charges” each operating department its share each pay period and collects the employee contributions for their share. The Fund “offers” a base level of insurance that each employee is required to accept unless they buy up to a richer plan from their contributions or opt out provided that they prove they have other insurance. Common expenses that are included in the Fund are claims payments, stop loss insurance, wellness services, medical/Rx administration, etc. The ultimate budget impact is contingent on plan design and benefit selections that are made by employees.

A key to the success of this Fund is that the City is empowered to select the most competitive services independent of each other. In other words, if a carrier/provider increases its fees and is no longer competitive, the City can re-bid just that component and keep all remaining pieces in place.

With the partial self-insurance funding model, the City essentially is the “insurance company” by partially assuming the responsibility for funding health benefits for our employees up to our Individual and Aggregate Stop-Loss limits. With this method, the City pays lower administrative and stop loss fees instead of fixed premiums to an insurance carrier. In addition, the employee pays a co-pay or deductible and then the Employee Benefits Fund is responsible for the remainder, much like an insurance company.

The budget for this Fund is \$3.7 million which includes the City’s contribution of \$3.0 million and the employees’ share of \$0.7 million. Other benefits, such as dental insurance, workers compensation, disability, etc., are budgeted and paid within each department and are not a part of this Fund. The FY2013 Budget is based on known increases in claims administration and stop loss insurance and an expected net claims and administrative cost increase of approximately 9.9% as shown in Chart 45 below.

CHART 45

| Revenues | FY2012 Current | FY2013 Adopted | \$ Change | % Change |
|------------------------|--------------------|--------------------|------------------|-------------|
| City share | \$2,691,577 | \$2,959,746 | \$268,169 | 10.0% |
| Employee/Retiree share | 662,606 | 728,623 | 66,017 | 10.0% |
| Other | 10,000 | 10,000 | - | 0.0% |
| Total | \$3,364,183 | \$3,698,369 | \$334,186 | 9.9% |

Expenditures total \$3.7 million with the biggest contributing cost being \$2.8 million for claims allocated in Chart 46 below.

CHART 46

| Expenditures | FY2012 Current | FY2013 Adopted | \$ Change | % Change |
|--------------------------------|--------------------|--------------------|------------------|--------------|
| Total claims + IBNR | \$2,540,067 | \$2,837,064 | \$296,997 | 11.7% |
| Administration | 135,925 | 138,484 | 2,559 | 1.9% |
| Stop loss premiums | 346,185 | 380,815 | 34,630 | 10.0% |
| Gap Plan contributions | 144,618 | 144,618 | - | 0.0% |
| HSA contributions | 13,250 | 13,250 | - | 0.0% |
| Total plan expenditures | 3,180,045 | 3,514,231 | 334,186 | 10.5% |
| Other (wellness, etc) | 184,138 | 184,138 | - | 0.0% |
| Total | \$3,364,183 | \$3,698,369 | \$334,186 | 9.9% |

As indicated previously, in an effort to gain greater control of the increasing cost of healthcare, the City of Rowlett transitioned from a traditional fully-insured insurance approach to a partial self-funded insurance approach in FY2011. With the transition to partial self funding, we realized controlling the increasing cost of healthcare went beyond adjusting co-pays and deductibles as this philosophy just treats the short-term symptoms and does not solve the long-term problems. We fully realize that true cost containment is gained through effective monitoring of plan performance, developing a strong commitment to wellness and developing educated consumers to reduce overutilization (i.e. not using network providers, unnecessary emergency room visits, etc).

To this end, as an organization, we have significantly increased the amount of communication with employees regarding the importance of and benefits to being an educated consumer of our healthcare. As a result, we experienced some very positive results. In FY2011, there was 99.4% participation of in-network office visits, 96.4% participation with generic pharmaceutical substitutions, and 99.4% participation in in-network hospital admissions. In addition, we

educated employees regarding urgent care alternatives to the emergency room. Armed with this information, our employees reduced their visits to the emergency room by 30%.

Even with the success noted above, there are always areas for improvement. This year, we noticed a dramatic increase in our pharmacy costs, specifically with drugs without a generic equivalent. Staff conducted educational sessions with employees regarding drug utilization with therapeutic substitution options. As previously mentioned, our employees are dedicated to being educated consumers of healthcare and for doing their part to ensure the success of our plan. Therefore, we are confident that employees will discuss drug substitutions with their physicians in an effort for us to gain control over our rising pharmacy costs.

Since FY2011, staff has spent considerable time educating employees on becoming educated consumers of healthcare. The education focused on a wide variety of topics, from the importance of utilizing in-network providers to therapeutic substitution for prescription drugs without generic equivalents. Beginning in FY2013, the services of Compass will be added to our benefit offering at an annual cost of approximately \$18,300, which is an employee benefit advocacy firm that will assist our employees and their dependents in understanding their benefits and assisting them in becoming educated consumers of our health plan. Compass anticipates that the City of Rowlett will receive a return on investment of approximately 10:1.

CHART 47

Educated Consumerism



Compass works as a liaison between our employees and the medical community by advocating for the best and most cost effective services. The services provided by Compass include:

- Unbiased doctor recommendations based on employee's needs
- Hospital cost and quality information
- Medical bill review and reconciliation
- Cost information for various medical procedures
- Scheduling services for doctor's appointments; and
- Pharmaceutical substitutions and cost reduction information

Another important aspect that impacts the rate we are charged is referred to as medical trend. Medical trend is a factor that is applied to national insurance rates based on anticipated increases in medical costs and utilization. Factors that impact medical trend are:

- Cost of New Medical Technology
- Inflation of Doctor's Costs
- Federal Mandates
- Anticipated Increases in Utilization
- Aging population
- Overall decrease of the population's health (i.e. obesity)
- Changes in provider treatment patterns
 - Increase in diagnostic imaging
 - Increase in lab tests
 - Increase in outpatient surgery

Unfortunately, medical trend is outside of the City's control. However, we realize the way we use our medical plan (i.e. utilization) and our commitment to wellness are fully within our control. The current National Medical Trend is 10.4%; however, due to our commitment to Wellness; we received a 1% discount to the Medical Trend rate, which translates to almost a \$30,000 savings to our plan! With the Wellness Discount, our National Medical Trend rate is 9.4%. We will experience a 1.1% increase due to our utilization of our medical plan, which brings the total FY2013 medical benefit year renewal increase to **10.5%**.

CAPITAL IMPROVEMENTS PLAN

INTRODUCTION

Last fiscal year, staff included an abbreviated version of the Capital Improvements Plan (CIP) as part of the FY2012 budget process. The reasoning was that Rowlett remains challenged with economic reality and yet may be poised to see new development with PGBT complete and DART to soon follow. However, additional work needed to be performed on the Water & Sewer Fund to have a sense of what projects are needed in the next few years and what impact the opening of PGBT and DART would have on our traffic patterns.

With these circumstances still in place, staff is again proposing a “two-year” Capital Improvements Plan in FY2013 versus a Five Year model. This plan will provide additional time to resolve three key issues:

- Better assess the underground maintenance issues for the utility system.
- Allow the economy time to mature and see when and where the City’s falling property tax values will stabilize. Staff’s major concern is asking for a bond election and telling the public it will cost them one amount, only to have the property tax values decline again, and we have to raise that amount.
- Evaluate the impact of the opening of PGBT to see what, if any, impact it will have on traffic patterns to determine if projects should be reprioritized.

The CIP will have a beginning balance of \$2.9 million as of October 1, 2012 from existing bonds, impact fees, and cash funded projects. Based on staff capacity and existing resources to manage projects and ensure quality, along with the City’s past spending practices, staff is estimating that all of it will be spent by the end of FY2013. In addition, there are several grant related projects that started in FY2012 and will continue into FY2013, including Rowlett Road Phase II, Merritt Road Interconnector, Scenic Point Park, and a project in the downtown area. It is possible that the City will carryover bond funds already committed to those projects into FY2013 to match the grant dollars.

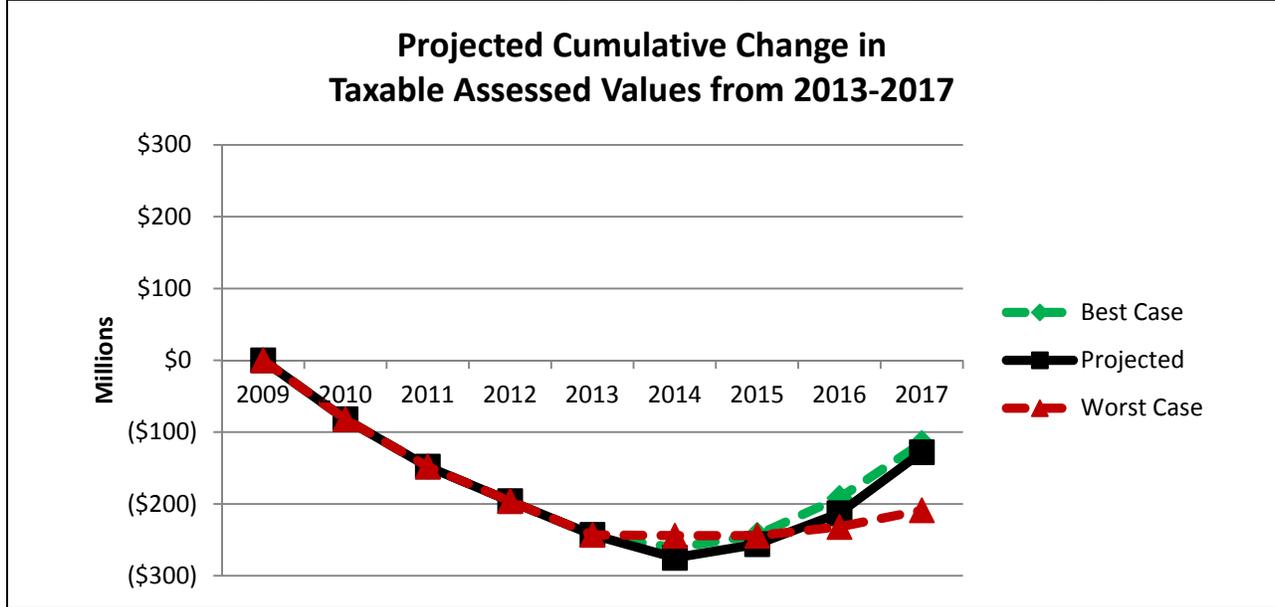
PROJECTED IMPACT ON TAXABLE ASSESSED VALUES

As previously noted, Rowlett has felt an impact in its reduction in property tax values in FY2010, FY2011, FY2012 and again in FY2013 with a lasting impact on future years. While the decreasing debt service in future years will help, the combined decrease in taxable valuation between FY2010-FY2013 provide a significant stumbling block to issuing bonds at the levels issued in the past. This total 7.2% decline in taxable values equates to \$243.5 million dollars and affects revenues by \$1.8 million over four years.

Chart 48 below reflects three different scenarios regarding where and when taxable assessed values will bottom out. All three scenarios include the additional decline in property values for FY2013. The projected scenario includes additional growth projected from the opening of the PGBT turnpike and Realize Rowlett 2020. The main difference with the worst case is that it assumes that tax values will not begin to rebound until after FY2015 and will recover at a slower pace.

CHART 48

| Projected Cumulative Change in Taxable Assessed Values from 2009-2017 | | | | | | |
|---|-------------|--------|---------|---------|---------|---------|
| Category | In millions | | | | | |
| | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| Taxable Assessed Values | 3,368 | 3,286 | 3,220 | 3,172 | 3,125 | 3,094 |
| Cum \$ Chg | n/a | \$(82) | \$(148) | \$(196) | \$(243) | \$(275) |
| Cum % Chg | n/a | -2.4% | -4.4% | -5.8% | -7.2% | -8.2% |



SUMMARY OF TWO YEAR CAPITAL IMPROVEMENT PLAN:

Based on the factors mentioned previously, staff has developed a two year plan consisting of a comprehensive listing of carefully selected and coordinated capital improvements which have been identified as necessary to accomplish the City’s long-range goals and policies, address the recommendations of previous CIP Bond Committees, and balanced against realistic revenue projections and staff capacity.

With the exception of utility revenue bonds, this model does not currently include any future funding that may come from new bonds. The result of this work is that, without increasing taxes, and considering all available funding sources, the City should be able to spend \$24.1 million over the next two years as shown in Chart 49 below.

CHART 49

Two year CIP – Funding Sources

| Funding Sources | Cumulative FY2012 | FY2013 | FY2014 | Total Two Year |
|----------------------|-------------------|--------------|-------------|----------------|
| Cash | \$4,083,502 | \$6,135,502 | \$6,135,502 | \$12,271,004 |
| Prior bonds | 28,356,834 | 2,901,503 | - | 2,901,503 |
| New bonds | - | 8,500,000 | - | 8,500,000 |
| Grants | 17,632,332 | 204,181 | 204,181 | 408,362 |
| Other sources | 1,219,556 | - | - | - |
| Total | \$51,292,224 | \$17,741,186 | \$6,339,683 | \$24,080,869 |

The Two Year CIP, as adopted, contains the following benefits:

- Adds \$8.5 million in new revenue bonds for the Water and Sewer Fund, primarily to address issues with the upper pressure water zone;
- Continues annual funding for Cash CIP; and
- Completes the drawdown of the City's construction bonds issued in 2004-2006.

Cash CIP

Governmental Purposes

The adopted Cash CIP has \$12.5 million in funding from all sources. The program includes setting aside \$320,000 as previously discussed from the fund balance carried forward for capital equipment replacement in FY2013. In addition, the program adds \$2.25 million annually for water & sewer purposes. \$2.0 million of this increase will come from an increase in the water & sewer rate, and \$250,000 was reallocated from the operating budget.

Recognizing the importance of our goal to "Keeping the Good Streets Good", Chart 50 outlines the adopted five year street/alley maintenance plan that is consistent with our current commitment of approximately \$3.0 million annually.

CHART 50

Adopted Two Year Street/Alley Maintenance Plan

| Funding Sources | FY2013 | FY2014 | Total Two Year |
|---|--------------------|--------------------|-----------------------|
| Concrete Pavement Repair | \$1,430,000 | \$1,500,000 | \$2,930,000 |
| Asphalt Rehab/Overlay | 450,000 | 350,000 | 800,000 |
| Alley Improvements | 295,000 | 395,000 | 690,000 |
| Alley Panel Replacement | 335,000 | 335,000 | 670,000 |
| Foam Injection | 100,000 | 100,000 | 200,000 |
| Crack Seal | 150,000 | 150,000 | 300,000 |
| Screen Wall Rehabilitation | 50,000 | 50,000 | 100,000 |
| Sign Replacement/ Pavement Marking | 90,000 | 90,000 | 180,000 |
| Traffic Signal Repair/ Maintenance | 30,000 | 30,000 | 60,000 |
| Sidewalks | 70,000 | - | 70,000 |
| Total | \$3,000,000 | \$3,000,000 | \$6,000,000 |

Since the inception of the Cash CIP, the philosophy of “Keeping the Good Streets Good” has been to set aside funds to perform maintenance on streets in good condition (Pavement Condition Index - PCI > 60) to prevent these streets from falling into the reconstruction category. It has been proven that for every \$1.00 spent on preventative maintenance, it saves approximately \$8.00 in reconstruction costs. Beginning in FY2011, enough progress had been made on streets with a PCI >60 that staff focused efforts to include streets with a PCI between 40-60 to the annual maintenance schedule.

Staff believes that this type of maintenance performed on the next category of streets with a PCI 40-60 can improve the condition of these streets and extend their life by seven (7) to ten (10) years. By extending the life of these streets, it spreads the amount of funds needed to reconstruct these streets over several bond elections.

Water & Sewer Purposes

The adopted Utility Fund Cash CIP has \$2.8 million in funding and adds \$2.25 million annually for water & sewer maintenance purposes. \$2.0 million of this increase will come from an increase in the water & sewer rate, and \$250,000 was reallocated from the operating budget. Chart 51 below is the two year water & sewer maintenance plan that identifies the functions and types of projects staff will maintain.

CHART 51

Adopted Two Year Water & Sewer Maintenance Plan

| Funding Sources | FY2013 | FY2014 | Total Two Year |
|--|--------------------|--------------------|--------------------|
| Line Replacement | \$1,180,000 | \$1,180,000 | \$2,360,000 |
| Lift & Pump Stations | 465,000 | 465,000 | 930,000 |
| Manhole Rehabilitation | 400,000 | 400,000 | 800,000 |
| Preventative Maintenance | 542,500 | 542,500 | 1,085,000 |
| Capital Equipment (Leasing) | 70,000 | 70,000 | 140,000 |
| Tower/Tank Maintenance | 50,000 | 50,000 | 100,000 |
| Backup Power | 50,000 | 50,000 | 100,000 |
| Appurtenances (Valves & Hydrants) | 42,500 | 42,500 | 85,000 |
| Total | \$2,800,000 | \$2,800,000 | \$5,600,000 |

The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades. A major component of the program is the Line Replacement program. A five year plan will eliminate the asbestos cementitious pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The leasing of Pipe Bursting Equipment and supporting components (transport and storage) will enable staff to efficiently and effectively initiate an ongoing line repair and replacement plan. The goal for the first five years is to eliminate the undesirable materials defects and into the future to concentrate on the oldest of the PVC pipe in service. This pipe maintenance plan is anticipated to be an ongoing program.

Other programs include:

- Manhole rehabilitation program - The initial “worst of the worst” have previously been addressed but in an effort to better control unwanted infiltration of ground and storm water into the sanitary sewer system, continued rehabilitations are required. The level of funding adopted will provide for the remaining manholes to be addressed on an ongoing ten year cycle.
- Lift and Pump Station Rehabilitation – This program includes the systematic rehabilitation and replacement of lift and pump station components and related hoist equipment, overhead cranes, and motors.
- General Preventive Maintenance – This part of the plan includes multiple items and upgrades, addressing the redesigning and implementation of system security, SCADA upgrades, elimination of redundant lines, service line upgrades, looping of systems, replacement of blow offs, air release valves, sampling stations, backflow prevention, and pretreatment components.
- Tower and Tank Maintenance – The systematic and ongoing refurbishing, inspections, painting and improvement of the tower and tanks and the associated components.

- Back-up Power Supplies – Back-up power on primarily lift stations is limited to a couple of locations. All stations in proximity of the reservoir are priority and must be sustainable in the event of failure, to protect the water supply and to ensure the efficient processing of effluent without incident.
- Equipment and Tool Replacement – A variety of components are required to effectively operate. Staff has recently initiated the use of more recent technologies that enable effective and efficient processes to be employed. Valve exercisers, piercing tools, tapping machines, compactors, pavement saws, push cameras, lateral launchers, attenuators, portable generators, and other related items are required to operate efficiently.
- Appurtenances – Systematic replacement of valves and hydrant, related equipment and testing apparatus are required for better utility system operation.

CONCLUSION

As previously stated, the City of Rowlett has time to plan, which is the most critical resource needed, to make the difficult, yet necessary decisions regarding our future. We believe the adopted FY2013 and FY2014 planning budget represent 24 months of stability, if surpluses above required reserves are used to bridge any revenue shortfalls in FY2014. This will result in an effort to protect the quality level of programs and services provided to our citizens for as long as possible. Further service reductions may be needed in FY2015 if revenues continue to fall or remain flat. However, we will continue to evaluate every vacancy to determine the best use of available resources. Employees will be encouraged to continue to evaluate annually services offered to ensure best value and utilize technology effectively to work smarter not harder. In addition, we can involve citizens through education and participation in developing a strategy to make the right decisions regarding what services are offered based on what the City can afford to provide.

The FY2013 budget continues to remain focused on “citizen-centered” government, while continuing to create a level of affordable sustainability for the organization.

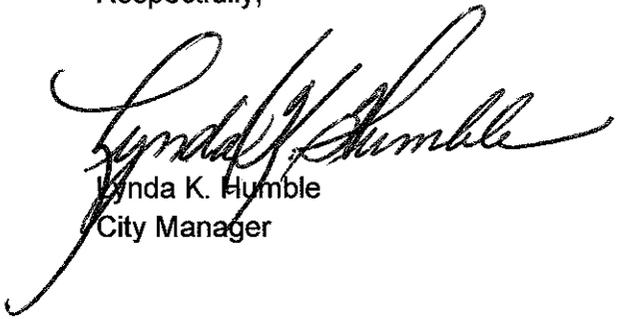
- There will be no tax increase in FY2013.
- Working fund balances and minimum fund balances, as directed by City Council, will be met and maintained at all times.
- Managed competition and/or outsourcing will be considered on a limited basis in FY2013, as determined by the City Manager.
- Enterprise funds will stand on their own. If fees for service do not provide a positive contribution margin at a minimum, such programs will be considered for elimination or privatization.
- Perception by the citizens of Rowlett is important. Every City employee will be centered on customer service at all times.

As previously noted, budgets do not build themselves. I appreciate all of the input provided by City Council and our citizens. I remain extraordinarily proud of the Executive Team and their staff who have diligently reviewed processes and found ways to better leverage existing

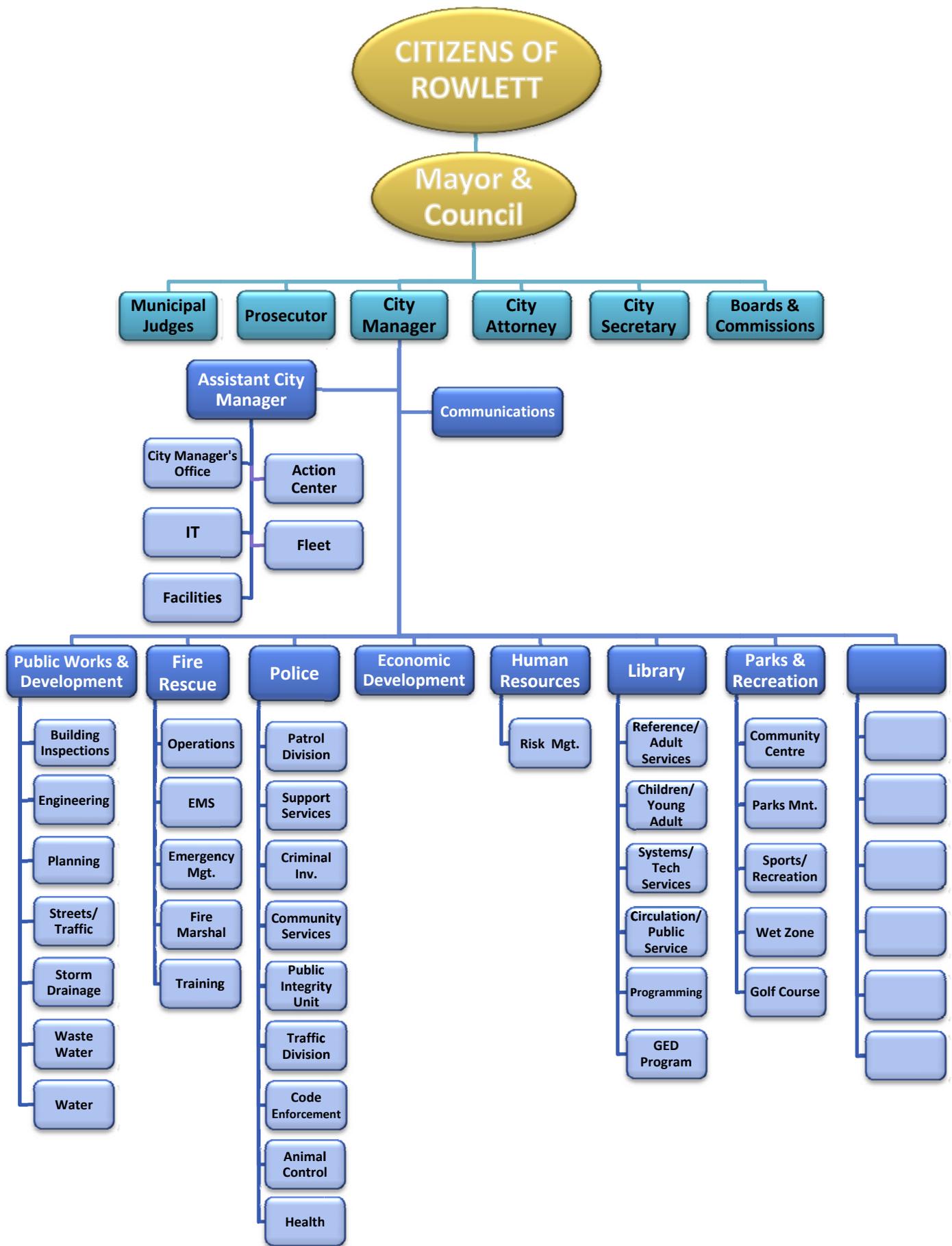
resources and improve efficiencies on a daily basis. Their work all year long has provided the ability to provide budgetary stability for the next two years and build hope for a better future. Job well done!

I want to also extend special thanks to Brian Funderburk and Terri Doby. Brian has spent countless hours helping to develop the strategic approach implemented in FY2011 and FY 2012 and the FY2013 adopted and FY2014 planning budgets. Brian excels at financial strategic planning and analysis. The City of Rowlett is very fortunate to have someone of Brian's caliber as its Chief Financial Officer. Also, Terri spent an extraordinary amount of time throughout the year on our financial reports and has worked on this document and the underlying data to ensure it was both accurate and easy to read.

Respectfully,



Lynda K. Humble
City Manager



**CITY OF ROWLETT
FY 2012-2013
BUDGET CALENDAR**

| | |
|-----------------------|--|
| Friday, March 9 | Staff Budget Retreat |
| Thursday, March 29 | Budget Kickoff / Distribution of Budget Instruction Manuals |
| March | Meetings with DCAD and RCAD on taxable value forecast |
| Tuesday, May 1 | Complete budget submission due from staff (FY 2013 & 2014) |
| Friday, May 25 | Preliminary Tax Roll (EVR) Due |
| Monday, June 18 | Draft FY 2013 Work plans & Performance measures due |
| June 29 - 30 | City Council Retreat with new City Council |
| Monday, July 16 | Final FY 2013 Work plans & Performance measures due |
| Wednesday, July 25 | Certified Tax Roll Due |
| Tuesday, August 7 | Proposed Budget presented to City Council |
| Tuesday, August 7 | Proposed 5-year CIP presented to City Council |
| Tuesday, August 7 | Proposal to adopt tax rate that exceeds the rollback rate or effective rate |
| August 16, 17, 18 | City Council Work Session on Budget |
| Tuesday, August 21 | 1st Public Hearing on Budget and Tax Rate |
| Tuesday, September 4 | 2nd Public Hearing on Budget and Tax Rate |
| Tuesday, September 18 | Regular City Council Meeting Adopt Budget Ordinances Vote and adopt tax rate |
| Monday, October 1 | Begin Fiscal Year |

**CITY OF ROWLETT
FY 2012 – 13
GENERAL BUDGET PROCESS**

The City's fiscal year begins on October 1st and ends on September 30th of each year. The budget process is truly a year-round endeavor. Throughout the fiscal year the Budget Officer and the Finance Department closely monitor and track the budget while preparing forecasts for all expenditures and revenues.

The budget planning process generally begins in late February or early March when the Budget Officer develops a Budget Calendar and departments are given preliminary direction from the City Manager regarding appropriate budget guidelines and strategy. The Budget Instruction Manual is distributed to officially begin the annual budget process.

Budget proposals are due from every department at the beginning of May. Throughout May and June, proposals are reviewed jointly by the City Manager's Office, Finance staff and departments.

In late July the certified tax roll is released from the Dallas Central Appraisal District and the Rockwall County Appraisal District. This information provides the City a firm estimate of the property tax revenues that can be expected in the coming year.

This review process culminates in the crafting of a proposed budget, which is submitted to the City Council in early August. In August and September the City Council discusses the budget at Council Work Sessions and Meetings. Two public hearings are held in late August and early September. The tax rate ordinance and budget ordinance is voted upon at the second City Council meeting in September.

The fiscal year begins on October 1st. By mid-November the completed Budget Document is distributed and made available to the public.

**CITY OF ROWLETT
FY 2012 - 13
DESCRIPTION OF FUND STRUCTURE**

The financial structure of the budget is organized by funds. A fund is generally defined as a fiscal and accounting entity which has its own self-balancing set of accounts for recording cash and other financial resources, as well as any liabilities or residual equities or balances. Normally, funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The two types of funds utilized in this budget are Governmental and Proprietary. Governmental funds are used for most government activities, while Proprietary funds are based on the premise that the city service should be conducted as a business with user fees covering expenses. Listed below are descriptions of the funds maintained by the City.

The budgets for the Governmental Funds are prepared on the modified accrual basis of accounting. Under this basis of accounting, revenues are recognized when they become both available and measurable except where the accrual basis is specified by generally accepted accounting principles. Expenditures are recognized when the services or goods are received and the liabilities are incurred. Budgets for the Proprietary Funds are prepared on the full accrual basis of accounting under which transactions are recognized when they occur regardless of timing or related cash flows.

Budgetary control is maintained at the department level in each departmental budget, and encumbrances are entered at the time a purchase order is issued. Open encumbrances are recorded as reservations of fund balance as of September 30 of each year, and the subsequent year's budget is increased to reflect these carried-forward encumbrances. Unspent and unencumbered appropriations lapse at the end of the fiscal year, except for capital projects.

GOVERNMENTAL TYPE FUNDS

General Fund – the general operating fund for the City. Revenues include: property, sales and other taxes, franchise fees, fines, licenses and fees for services. Operating expenditures provide support for most traditional tax-supported municipal services, such as Public Safety, Parks and Recreation, Libraries, Administration, Planning and Zoning, Neighborhood Services and Public Works operations.

Special Revenue Funds – account for the accumulation and disbursement of legally restricted resources to expenditures for a specific purpose. Funds under this category include the Economic Development Fund, Traffic Safety Fund, Impact Fees Fund, Police Seizure Fund, Innovations Fund, Hotel/Motel Fund, Public Education and Government Fund, Grants Fund, CDBG Fund, Golf Course Fund, Juvenile Diversion Fund, Court Technology Fund, Court Security Fund, and the Tax Increment Financing Fund.

Debt Service Funds – account for the accumulation of resources for expenditures related to general long-term debt, including principal, interest, and other related costs. The resources are generated by a tax levy based on property values and are used to pay debts incurred through the sale of bonds, certificates of obligation, notes payable and other debt instruments. The bonds finance long-term capital improvements to streets, parks, buildings and other infrastructure.

CITY OF ROWLETT
FY 2012 - 13
DESCRIPTION OF FUND STRUCTURE

Capital Project Funds – account for the accumulation of resources designated to construct or acquire capital facilities and improvements. Resources include proceeds from sales of general obligation bonds, certificates of obligation, DART Local Assistance Funds, TxDOT funds, CDBG funds, Impact fees and transfers from operating funds.

PROPRIETARY TYPE FUNDS

Enterprise Funds – account for operations that are financed and operated in a manner similar to private business; the intent of the City is to provide goods or services to the general public on a continuing basis that will be financed or recovered through user charges. The City maintains the following Enterprise Funds: Utility Fund (Water and Wastewater), Refuse Fund and Drainage Fund.

Internal Service Funds – funds designed to account for goods or services provided by one city department for another. The City's Internal Service Fund is the Employee Benefits Fund. Charges are billed to departments to recover costs that are incurred.



**CITY OF ROWLETT
FY 2012-13
COMBINED FUND SUMMARY**

| Description | Governmental Funds | | | | Enterprise Funds | | | Impact Fees Fund | Police Seizure Fund | Innovations Fund |
|--|--------------------|----------------------|-------------------|-----------------------|-------------------|------------------|------------------|------------------|---------------------|------------------|
| | General Fund | Economic Development | Debt Service Fund | Capital Projects Fund | Utility Fund | Refuse Fund | Drainage Fund | | | |
| Beginning Resources | \$ 5,889,242 | \$ 299,092 | \$ 277,312 | \$ 250,000 | \$ 5,686,666 | \$ 322,105 | \$ 572,664 | \$ 508,577 | \$ 395,409 | \$ 650,820 |
| Current Revenues: | | | | | | | | | | |
| Tax Revenues | 20,289,239 | - | 7,984,520 | - | - | - | - | - | - | - |
| Franchise Fees | 3,058,509 | - | - | - | - | - | - | - | - | - |
| Licenses and Permits | 442,723 | 1,500 | - | - | - | - | - | 31,000 | - | - |
| Charges for Service | 2,523,374 | - | - | - | 26,637,620 | 4,758,926 | 1,332,877 | - | - | - |
| Fines and Forfeitures | 1,157,006 | - | - | - | - | - | - | - | - | - |
| Other | 576,027 | 250 | 6,000 | - | 11,976 | 5,695 | 734 | 13,357 | 100,550 | - |
| Total Current Revenues | 28,046,878 | 1,750 | 7,990,520 | - | 26,649,596 | 4,764,621 | 1,333,611 | 44,357 | 100,550 | - |
| Other Sources: | | | | | | | | | | |
| Transfers In | 4,560,112 | 314,944 | 622,219 | 3,000,000 | 139,397 | - | - | - | - | - |
| Total Revenues & Transfers In | 32,606,990 | 316,694 | 8,612,739 | 3,000,000 | 26,788,993 | 4,764,621 | 1,333,611 | 44,357 | 100,550 | - |
| USES OF FUNDS: | | | | | | | | | | |
| Current Expenditures: | | | | | | | | | | |
| Personnel Costs | 22,860,045 | 209,130 | - | 171,529 | 2,092,000 | - | 109,230 | - | - | - |
| Supplies | 1,653,811 | 7,250 | - | - | 317,052 | - | 51,770 | - | 100,550 | - |
| Purchase Services | 6,684,990 | 128,215 | 133,469 | - | 10,902,559 | 3,470,310 | 70,768 | - | - | - |
| Capital Outlay | 372,000 | - | - | 250,000 | - | - | - | - | - | - |
| Capital Improvements | - | - | - | 2,828,471 | 2,800,000 | - | 335,502 | 30,000 | - | - |
| Debt Service | - | - | 8,479,270 | - | 5,117,984 | - | 378,902 | - | - | - |
| Total Current Expenditures | 31,570,846 | 344,595 | 8,612,739 | 3,250,000 | 21,229,595 | 3,470,310 | 946,172 | 30,000 | 100,550 | - |
| Other Uses: | | | | | | | | | | |
| Transfers Out | 1,156,722 | - | - | - | 5,476,331 | 1,270,566 | 353,877 | - | - | - |
| Total Expenditures & Uses | 32,727,568 | 344,595 | 8,612,739 | 3,250,000 | 26,705,926 | 4,740,876 | 1,300,049 | 30,000 | 100,550 | - |
| Ending Resources | \$ 5,768,664 | \$ 271,191 | \$ 277,312 | \$ - | \$ 5,769,733 | \$ 345,850 | \$ 606,226 | \$ 522,934 | \$ 395,409 | \$ 650,820 |
| % of Expenditures | 18.3% | 78.7% | 3.2% | 0.0% | 27.2% | 10.0% | 64.1% | 1743.1% | 393.2% | 0.0% |

**CITY OF ROWLETT
FY 2012-13
COMBINED FUND SUMMARY**

| Hotel/Motel Fund | PEG Fund | Special Revenue Funds | | | | | | | | Internal Service Funds | Combined Total |
|------------------|-----------|-----------------------|-----------|----------|-------------------------|-----------------------|---------------------|---------------------|------------------|------------------------|----------------|
| | | Grants Fund | CDBG Fund | TIF Fund | Juvenile Diversion Fund | Court Technology Fund | Court Security Fund | Traffic Safety Fund | Golf Course Fund | Employee Benefits Fund | |
| \$ 23,278 | \$ 49,479 | \$ - | \$ - | \$ - | \$ 92,278 | \$ 189,427 | \$ 40,414 | \$ 24,367 | \$ 502,390 | \$ 431,290 | \$ 16,204,810 |
| 47,175 | - | - | - | - | - | - | - | - | - | - | 28,320,934 |
| - | 85,042 | - | - | - | - | - | - | - | - | - | 3,143,551 |
| - | - | - | - | - | - | - | - | - | - | - | 475,223 |
| - | - | - | - | - | 33,281 | 26,936 | 20,035 | 297,458 | - | 3,688,369 | 38,941,166 |
| 577 | - | 24,590 | 228,181 | - | - | - | - | 468 | 600,628 | 10,000 | 1,534,716 |
| 47,752 | 85,042 | 24,590 | 228,181 | - | 33,281 | 26,936 | 20,035 | 297,926 | 600,628 | 3,698,369 | 73,994,623 |
| - | - | - | - | - | - | - | - | - | - | - | 8,636,672 |
| 47,752 | 85,042 | 24,590 | 228,181 | - | 33,281 | 26,936 | 20,035 | 297,926 | 600,628 | 3,698,369 | 82,631,295 |
| 11,484 | 69,547 | 24,590 | - | - | 28,274 | - | 22,170 | 1,838 | - | - | 25,599,837 |
| 6,300 | - | - | - | - | 700 | 143,305 | - | - | - | - | 2,280,738 |
| 24,965 | - | - | 24,000 | - | 4,300 | 62,815 | - | 296,088 | 10,000 | 3,698,369 | 25,510,848 |
| - | - | - | - | - | - | - | - | - | - | - | 622,000 |
| - | - | - | 204,181 | - | - | - | - | - | - | - | 6,198,154 |
| - | - | - | - | - | - | - | - | - | - | - | 13,976,156 |
| 42,749 | 69,547 | 24,590 | 228,181 | - | 33,274 | 206,120 | 22,170 | 297,926 | 10,000 | 3,698,369 | \$ 74,187,733 |
| - | - | - | - | - | - | - | - | - | 379,176 | - | 8,636,672 |
| 42,749 | 69,547 | 24,590 | 228,181 | - | 33,274 | 206,120 | 22,170 | 297,926 | 389,176 | 3,698,369 | 82,824,405 |
| \$ 28,281 | \$ 64,974 | \$ - | \$ - | \$ - | \$ 92,285 | \$ 10,243 | \$ 38,279 | \$ 24,367 | \$ 713,842 | \$ 431,290 | \$ 16,011,700 |
| 66.2% | 93.4% | 0.0% | 0.0% | 0.0% | 277.3% | 5.0% | 172.7% | 8.2% | 7138.4% | 11.7% | 21.6% |

**CITY OF ROWLETT
FY 2013-14
COMBINED FUND SUMMARY**

| Description | Governmental Funds | | | | Enterprise Funds | | | Impact Fees Fund | Police Seizure Fund | Innovations Fund |
|--|--------------------|----------------------|-------------------|-----------------------|-------------------|------------------|------------------|------------------|---------------------|------------------|
| | General Fund | Economic Development | Debt Service Fund | Capital Projects Fund | Utility Fund | Refuse Fund | Drainage Fund | | | |
| Beginning Resources | \$ 5,768,664 | \$ 271,191 | \$ 277,312 | \$ - | \$ 5,769,733 | \$ 345,850 | \$ 606,226 | \$ 522,934 | \$ 395,409 | \$ 650,820 |
| Current Revenues: | | | | | | | | | | |
| Tax Revenues | 20,471,960 | - | 7,688,769 | - | - | - | - | - | - | - |
| Franchise Fees | 3,058,509 | - | - | - | - | - | - | - | - | - |
| Licenses and Permits | 442,723 | 1,500 | - | - | - | - | - | 31,000 | - | - |
| Charges for Service | 2,565,104 | - | - | - | 27,967,096 | 4,860,297 | 1,346,205 | - | - | - |
| Fines and Forfeitures | 1,157,006 | - | - | - | - | - | - | - | - | - |
| Other | 576,027 | 250 | 6,000 | - | 11,976 | 5,695 | 734 | 13,357 | 100,550 | - |
| Total Current Revenues | 28,271,329 | 1,750 | 7,694,769 | - | 27,979,072 | 4,865,992 | 1,346,939 | 44,357 | 100,550 | - |
| Other Sources: | | | | | | | | | | |
| Transfers In | 4,560,112 | 314,944 | 634,637 | 3,000,000 | 139,397 | - | - | - | - | - |
| Total Revenues & Transfers In | 32,831,441 | 316,694 | 8,329,406 | 3,000,000 | 28,118,469 | 4,865,992 | 1,346,939 | 44,357 | 100,550 | - |
| USES OF FUNDS: | | | | | | | | | | |
| Current Expenditures: | | | | | | | | | | |
| Personnel Costs | 23,940,825 | 216,720 | - | 178,230 | 2,176,636 | - | 113,762 | - | - | - |
| Supplies | 1,653,811 | 7,800 | - | - | 317,052 | - | 51,770 | - | 100,550 | - |
| Purchase Services | 6,737,417 | 130,125 | 136,542 | - | 11,924,658 | 3,571,680 | 70,768 | - | - | - |
| Capital Outlay | 622,000 | - | - | - | - | - | - | - | - | - |
| Capital Improvements | - | - | - | 2,821,770 | 2,800,000 | - | 335,502 | 30,000 | - | - |
| Debt Service | - | - | 8,192,864 | - | 5,117,984 | - | 379,677 | - | - | - |
| Total Current Expenditures | 32,954,053 | 354,645 | 8,329,406 | 3,000,000 | 22,336,330 | 3,571,680 | 951,479 | 30,000 | 100,550 | - |
| Other Uses: | | | | | | | | | | |
| Transfers Out | 1,156,722 | - | - | - | 5,476,331 | 1,266,741 | 353,877 | - | - | - |
| Total Expenditures & Uses | 34,110,775 | 354,645 | 8,329,406 | 3,000,000 | 27,812,661 | 4,838,421 | 1,305,356 | 30,000 | 100,550 | - |
| Ending Resources | \$ 4,489,330 | \$ 233,240 | \$ 277,312 | \$ - | \$ 6,075,541 | \$ 373,421 | \$ 647,809 | \$ 537,291 | \$ 395,409 | \$ 650,820 |
| % of Expenditures | 13.6% | 65.8% | 3.3% | 0.0% | 27.2% | 10.5% | 68.1% | 1791.0% | 0.0% | 0.0% |

**CITY OF ROWLETT
FY 2013-14
COMBINED FUND SUMMARY**

| Hotel/Motel Fund | PEG Fund | Special Revenue Funds | | | | | | | | Internal Service Funds | Combined Total |
|------------------|-----------|-----------------------|-----------|----------|-------------------------|-----------------------|---------------------|---------------------|------------------|------------------------|----------------|
| | | Grants Fund | CDBG Fund | TIF Fund | Juvenile Diversion Fund | Court Technology Fund | Court Security Fund | Traffic Safety Fund | Golf Course Fund | Employee Benefits Fund | |
| \$ 28,281 | \$ 64,974 | \$ - | \$ - | \$ - | \$ 92,285 | \$ 10,243 | \$ 38,279 | \$ 24,367 | \$ 713,842 | \$ 431,290 | \$ 16,011,700 |
| 47,175 | - | - | - | - | - | - | - | - | - | - | 28,207,904 |
| - | 85,042 | - | - | - | - | - | - | - | - | - | 3,143,551 |
| - | - | - | - | - | - | - | - | - | - | - | 475,223 |
| - | - | - | - | - | 33,281 | 26,936 | 20,035 | 297,458 | - | 4,012,927 | 40,751,629 |
| 577 | - | 24,590 | 228,181 | - | - | - | - | 468 | 600,628 | 10,000 | 1,534,716 |
| 47,752 | 85,042 | 24,590 | 228,181 | - | 33,281 | 26,936 | 20,035 | 297,926 | 600,628 | 4,022,927 | 75,692,056 |
| - | - | - | - | - | - | - | - | - | - | - | 8,649,090 |
| 47,752 | 85,042 | 24,590 | 228,181 | - | 33,281 | 26,936 | 20,035 | 297,926 | 600,628 | 4,022,927 | 84,341,146 |
| 11,484 | 72,324 | 24,590 | - | - | 29,132 | - | 22,836 | 1,838 | - | - | 26,788,377 |
| 6,300 | - | - | - | - | 700 | - | - | - | - | - | 2,137,983 |
| 24,965 | - | - | 24,000 | - | 4,300 | 29,145 | - | 296,088 | 10,000 | 4,022,927 | 26,982,615 |
| - | - | - | - | - | - | - | - | - | - | - | 622,000 |
| - | - | - | 204,181 | - | - | - | - | - | - | - | 6,191,453 |
| - | - | - | - | - | - | - | - | - | - | - | 13,690,525 |
| 42,749 | 72,324 | 24,590 | 228,181 | - | 34,132 | 29,145 | 22,836 | 297,926 | 10,000 | 4,022,927 | 76,412,953 |
| - | - | - | - | - | - | - | - | - | 395,419 | - | 8,649,090 |
| 42,749 | 72,324 | 24,590 | 228,181 | - | 34,132 | 29,145 | 22,836 | 297,926 | 405,419 | 4,022,927 | 85,062,043 |
| \$ 33,284 | \$ 77,692 | \$ - | \$ - | \$ - | \$ 91,434 | \$ 8,034 | \$ 35,478 | \$ 24,367 | \$ 909,051 | \$ 431,290 | \$ 15,290,803 |
| 77.9% | 107.4% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 8.2% | 0.0% | 0.0% | 20.0% |

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|--------------------|--------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$6,752,219 | \$5,375,891 | \$5,375,891 | \$6,087,715 | \$5,889,242 | \$5,768,664 |
| Current Revenues: | | | | | | |
| Tax Revenues | 21,674,059 | 19,854,631 | 19,854,631 | 20,195,338 | 20,289,239 | 20,471,960 |
| Franchise Fees | 3,211,302 | 3,018,276 | 3,018,276 | 3,018,276 | 3,058,509 | 3,058,509 |
| Licenses and Permits | 450,808 | 434,552 | 434,552 | 434,552 | 442,723 | 442,723 |
| Charges for Service | 2,345,529 | 2,428,657 | 2,428,657 | 2,425,991 | 2,523,374 | 2,565,104 |
| Fines and Forfeitures | 1,187,365 | 1,307,006 | 1,307,006 | 1,122,622 | 1,157,006 | 1,157,006 |
| Other | 645,610 | 533,633 | 533,633 | 536,299 | 576,027 | 576,027 |
| Transfers In | 4,479,845 | 4,534,209 | 4,534,209 | 4,534,209 | 4,560,112 | 4,560,112 |
| Total Current Revenues | <u>33,994,518</u> | <u>32,110,964</u> | <u>32,110,964</u> | <u>32,267,287</u> | <u>32,606,990</u> | <u>32,831,441</u> |
| Total Available Resources | <u>40,746,737</u> | <u>37,486,855</u> | <u>37,486,855</u> | <u>38,355,002</u> | <u>38,496,232</u> | <u>38,600,105</u> |
| Expenditures: | | | | | | |
| Personnel Services | 22,697,530 | 22,680,207 | 22,751,827 | 22,878,672 | 22,860,045 | 23,940,825 |
| Supplies | 1,539,557 | 1,597,367 | 1,597,367 | 1,597,367 | 1,653,811 | 1,653,811 |
| Purchase Services | 7,253,681 | 6,560,999 | 6,560,999 | 6,560,999 | 6,684,990 | 6,737,417 |
| Capital Outlay | 630,769 | 272,000 | 272,000 | 272,000 | 372,000 | 622,000 |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 2,537,485 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 |
| Total Expenditures | <u>34,659,022</u> | <u>32,267,295</u> | <u>32,338,915</u> | <u>32,465,760</u> | <u>32,727,568</u> | <u>34,110,775</u> |
| Ending Resources | <u>\$6,087,715</u> | <u>\$5,219,560</u> | <u>\$5,147,940</u> | <u>\$5,889,242</u> | <u>\$5,768,664</u> | <u>\$4,489,330</u> |

**CITY OF ROWLETT
FY 2012-13
ECONOMIC DEVELOPMENT FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 104,497 | \$ 70,036 | \$ 70,036 | \$ 224,089 | \$ 299,092 | \$ 271,191 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 762 | 250 | 250 | 250 | 250 | 250 |
| Transfers In | 290,740 | 314,944 | 314,944 | 314,944 | 314,944 | 314,944 |
| Total Current Revenues | <u>291,502</u> | <u>316,694</u> | <u>316,694</u> | <u>316,694</u> | <u>316,694</u> | <u>316,694</u> |
| Total Available Resources | <u>395,999</u> | <u>386,730</u> | <u>386,730</u> | <u>540,783</u> | <u>615,786</u> | <u>587,885</u> |
| Expenditures: | | | | | | |
| Personnel Services | 31,391 | 202,810 | 202,810 | 106,131 | 209,130 | 216,720 |
| Supplies | 1,719 | 4,450 | 4,450 | 4,450 | 7,250 | 7,800 |
| Purchase Services | 138,800 | 131,110 | 131,110 | 131,110 | 128,215 | 130,125 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>171,910</u> | <u>338,370</u> | <u>338,370</u> | <u>241,691</u> | <u>344,595</u> | <u>354,645</u> |
| Ending Resources | <u>\$ 224,089</u> | <u>\$ 48,360</u> | <u>\$ 48,360</u> | <u>\$ 299,092</u> | <u>\$ 271,191</u> | <u>\$ 233,240</u> |

**CITY OF ROWLETT
FY 2012-13
DEBT SERVICE FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 234,354 | \$ 208,731 | \$ 208,731 | \$ 288,733 | \$ 277,312 | \$ 277,312 |
| Current Revenues: | | | | | | |
| Tax Revenues | 8,095,918 | 8,045,463 | 8,045,463 | 8,031,961 | 7,984,520 | 7,688,769 |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 5,883 | 13,293 | 13,293 | 6,000 | 6,000 | 6,000 |
| Transfers In | 924,424 | 937,965 | 937,965 | 904,763 | 622,219 | 634,637 |
| Total Current Revenues | <u>9,026,225</u> | <u>8,996,721</u> | <u>8,996,721</u> | <u>8,942,724</u> | <u>8,612,739</u> | <u>8,329,406</u> |
| Total Available Resources | <u>9,260,579</u> | <u>9,205,452</u> | <u>9,205,452</u> | <u>9,231,457</u> | <u>8,890,051</u> | <u>8,606,718</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 198,740 | 135,499 | 135,499 | 129,415 | 133,469 | 136,542 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | 8,773,106 | 8,814,969 | 8,814,969 | 8,824,730 | 8,479,270 | 8,192,864 |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>8,971,846</u> | <u>8,950,468</u> | <u>8,950,468</u> | <u>8,954,145</u> | <u>8,612,739</u> | <u>8,329,406</u> |
| Ending Resources | <u>\$ 288,733</u> | <u>\$ 254,984</u> | <u>\$ 254,984</u> | <u>\$ 277,312</u> | <u>\$ 277,312</u> | <u>\$ 277,312</u> |

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 4,599,295 | \$ 3,773,501 | \$ 3,773,501 | \$ 5,472,896 | \$ 5,686,666 | \$ 5,769,733 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 23,628,759 | 23,609,875 | 23,609,875 | 23,489,500 | 26,637,620 | 27,967,096 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 12,991 | 126,172 | 126,172 | 11,976 | 11,976 | 11,976 |
| Transfers In | 289,397 | 289,397 | 289,397 | 289,397 | 139,397 | 139,397 |
| Total Current Revenues | <u>23,931,147</u> | <u>24,025,444</u> | <u>24,025,444</u> | <u>23,790,873</u> | <u>26,788,993</u> | <u>28,118,469</u> |
| Total Available Resources | <u>28,530,442</u> | <u>27,798,945</u> | <u>27,798,945</u> | <u>29,263,769</u> | <u>32,475,659</u> | <u>33,888,202</u> |
| Expenditures: | | | | | | |
| Personnel Services | 1,761,296 | 2,068,381 | 2,068,381 | 2,068,381 | 2,092,000 | 2,176,636 |
| Supplies | 373,715 | 310,284 | 310,284 | 310,284 | 317,052 | 317,052 |
| Purchase Services | 8,932,216 | 10,109,657 | 10,109,657 | 10,198,869 | 10,902,559 | 11,924,658 |
| Capital Outlay | 445,071 | 208,703 | 208,703 | 18,703 | - | - |
| Capital Improvements | 2,250,000 | 550,000 | 550,000 | 550,000 | 2,800,000 | 2,800,000 |
| Debt Service | 5,010,336 | 5,117,984 | 5,117,984 | 5,019,023 | 5,117,984 | 5,117,984 |
| Transfers Out | 4,284,912 | 5,450,428 | 5,450,428 | 5,411,843 | 5,476,331 | 5,476,331 |
| Total Expenditures | <u>23,057,546</u> | <u>23,815,437</u> | <u>23,815,437</u> | <u>23,577,103</u> | <u>26,705,926</u> | <u>27,812,661</u> |
| Ending Resources | <u>\$ 5,472,896</u> | <u>\$ 3,983,508</u> | <u>\$ 3,983,508</u> | <u>\$ 5,686,666</u> | <u>\$ 5,769,733</u> | <u>\$ 6,075,541</u> |

**CITY OF ROWLETT
FY 2012-13
REFUSE FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 715,768 | \$ 314,308 | \$ 314,308 | \$ 326,185 | \$ 322,105 | \$ 345,850 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 4,455,872 | 4,544,951 | 4,544,951 | 4,515,721 | 4,758,926 | 4,860,297 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 3,192 | 5,695 | 5,695 | 5,695 | 5,695 | 5,695 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>4,459,064</u> | <u>4,550,646</u> | <u>4,550,646</u> | <u>4,521,416</u> | <u>4,764,621</u> | <u>4,865,992</u> |
| Total Available Resources | <u>5,174,832</u> | <u>4,864,954</u> | <u>4,864,954</u> | <u>4,847,601</u> | <u>5,086,726</u> | <u>5,211,842</u> |
| Expenditures: | | | | | | |
| Personnel Services | 6,915 | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 3,024,259 | 3,074,287 | 3,074,287 | 3,056,317 | 3,470,310 | 3,571,680 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | 239,949 | 241,656 | 241,656 | 241,656 | 243,043 | 239,218 |
| Transfers Out | 1,577,524 | 1,227,523 | 1,227,523 | 1,227,523 | 1,027,523 | 1,027,523 |
| Total Expenditures | <u>4,848,647</u> | <u>4,543,466</u> | <u>4,543,466</u> | <u>4,525,496</u> | <u>4,740,876</u> | <u>4,838,421</u> |
| Ending Resources | <u>\$ 326,185</u> | <u>\$ 321,488</u> | <u>\$ 321,488</u> | <u>\$ 322,105</u> | <u>\$ 345,850</u> | <u>\$ 373,421</u> |

**CITY OF ROWLETT
FY 2012-13
DRAINAGE FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 1,056,481 | \$ 982,847 | \$ 982,847 | \$ 1,083,476 | \$ 572,664 | \$ 606,226 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 1,301,172 | 1,319,680 | 1,319,680 | 1,324,895 | 1,332,877 | 1,346,205 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 1,207 | 734 | 734 | 734 | 734 | 734 |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>1,302,379</u> | <u>1,320,414</u> | <u>1,320,414</u> | <u>1,325,629</u> | <u>1,333,611</u> | <u>1,346,939</u> |
| Total Available Resources | <u>2,358,860</u> | <u>2,303,261</u> | <u>2,303,261</u> | <u>2,409,105</u> | <u>1,906,275</u> | <u>1,953,165</u> |
| Expenditures: | | | | | | |
| Personnel Services | 89,983 | 107,109 | 107,109 | 110,322 | 109,230 | 113,762 |
| Supplies | 49,984 | 53,681 | 53,681 | 63,681 | 51,770 | 51,770 |
| Purchase Services | 70,546 | 70,768 | 70,768 | 347,620 | 70,768 | 70,768 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 435,502 | 583,502 | 583,502 | 583,502 | 335,502 | 335,502 |
| Debt Service | 375,492 | 377,439 | 377,439 | 377,439 | 378,902 | 379,677 |
| Transfers Out | 253,877 | 353,877 | 353,877 | 353,877 | 353,877 | 353,877 |
| Total Expenditures | <u>1,275,384</u> | <u>1,546,376</u> | <u>1,546,376</u> | <u>1,836,441</u> | <u>1,300,049</u> | <u>1,305,356</u> |
| Ending Resources | <u>\$ 1,083,476</u> | <u>\$ 756,885</u> | <u>\$ 756,885</u> | <u>\$ 572,664</u> | <u>\$ 606,226</u> | <u>\$ 647,809</u> |

**CITY OF ROWLETT
FY 2012-13
IMPACT FEES FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 602,240 | \$ 455,597 | \$ 455,597 | \$ 451,820 | \$ 508,577 | \$ 522,934 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | 50,076 | 31,000 | 31,000 | 73,400 | 31,000 | 31,000 |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 2,317 | 13,357 | 13,357 | 13,357 | 13,357 | 13,357 |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>52,393</u> | <u>44,357</u> | <u>44,357</u> | <u>86,757</u> | <u>44,357</u> | <u>44,357</u> |
| Total Available Resources | <u>654,633</u> | <u>499,954</u> | <u>499,954</u> | <u>538,577</u> | <u>552,934</u> | <u>567,291</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 42,813 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 160,000 | - | - | - | - | - |
| Total Expenditures | <u>202,813</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> |
| Ending Resources | <u>\$ 451,820</u> | <u>\$ 469,954</u> | <u>\$ 469,954</u> | <u>\$ 508,577</u> | <u>\$ 522,934</u> | <u>\$ 537,291</u> |

**CITY OF ROWLETT
FY 2012-13
POLICE SEIZURE FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 270,915 | \$ 121,679 | \$ 121,679 | \$ 645,409 | \$ 395,409 | \$ 395,409 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 637,616 | 100,550 | 100,550 | 100,550 | 100,550 | 100,550 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>637,616</u> | <u>100,550</u> | <u>100,550</u> | <u>100,550</u> | <u>100,550</u> | <u>100,550</u> |
| Total Available Resources | <u>908,531</u> | <u>222,229</u> | <u>222,229</u> | <u>745,959</u> | <u>495,959</u> | <u>495,959</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | 193,344 | 125,000 | 125,000 | 350,550 | 100,550 | 100,550 |
| Purchase Services | 64,383 | - | - | - | - | - |
| Capital Outlay | 5,395 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>263,122</u> | <u>125,000</u> | <u>125,000</u> | <u>350,550</u> | <u>100,550</u> | <u>100,550</u> |
| Ending Resources | <u>\$ 645,409</u> | <u>\$ 97,229</u> | <u>\$ 97,229</u> | <u>\$ 395,409</u> | <u>\$ 395,409</u> | <u>\$ 395,409</u> |

**CITY OF ROWLETT
FY 2012-13
INNOVATIONS FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 715,959 | \$ 660,354 | \$ 660,354 | \$ 1,006,159 | \$ 650,820 | \$ 650,820 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 5,415 | - | - | - | - | - |
| Transfers In | 1,430,000 | - | - | - | - | - |
| Total Current Revenues | <u>1,435,415</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Available Resources | <u>2,151,374</u> | <u>660,354</u> | <u>660,354</u> | <u>1,006,159</u> | <u>650,820</u> | <u>650,820</u> |
| Expenditures: | | | | | | |
| Personnel Services | 105,094 | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 587,429 | 229,339 | 459,339 | 302,339 | - | - |
| Capital Outlay | 452,692 | 53,000 | 53,000 | 53,000 | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>1,145,215</u> | <u>282,339</u> | <u>512,339</u> | <u>355,339</u> | <u>-</u> | <u>-</u> |
| Ending Resources | <u>\$ 1,006,159</u> | <u>\$ 378,015</u> | <u>\$ 148,015</u> | <u>\$ 650,820</u> | <u>\$ 650,820</u> | <u>\$ 650,820</u> |

**CITY OF ROWLETT
FY 2012-13
HOTEL MOTEL FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ (6,335) | \$ - | \$ - | \$ 17,752 | \$ 23,278 | \$ 28,281 |
| Current Revenues: | | | | | | |
| Tax Revenues | 66,206 | 47,698 | 47,698 | 47,698 | 47,175 | 47,175 |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 16 | 577 | 577 | 577 | 577 | 577 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>66,222</u> | <u>48,275</u> | <u>48,275</u> | <u>48,275</u> | <u>47,752</u> | <u>47,752</u> |
| Total Available Resources | <u>59,887</u> | <u>48,275</u> | <u>48,275</u> | <u>66,027</u> | <u>71,030</u> | <u>76,033</u> |
| Expenditures: | | | | | | |
| Personnel Services | 10,578 | 11,484 | 11,484 | 11,484 | 11,484 | 11,484 |
| Supplies | 5,475 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 |
| Purchase Services | 21,325 | 24,965 | 24,965 | 24,965 | 24,965 | 24,965 |
| Capital Outlay | 4,757 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>42,135</u> | <u>42,749</u> | <u>42,749</u> | <u>42,749</u> | <u>42,749</u> | <u>42,749</u> |
| Ending Resources | <u>\$ 17,752</u> | <u>\$ 5,526</u> | <u>\$ 5,526</u> | <u>\$ 23,278</u> | <u>\$ 28,281</u> | <u>\$ 33,284</u> |

**CITY OF ROWLETT
FY 2012-13
PEG FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 9,016 | \$ 22,530 | \$ 22,530 | \$ 22,530 | \$ 49,479 | \$ 64,974 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | 93,061 | 85,042 | 85,042 | 94,728 | 85,042 | 85,042 |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | - | - | - | - | - | - |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>93,061</u> | <u>85,042</u> | <u>85,042</u> | <u>94,728</u> | <u>85,042</u> | <u>85,042</u> |
| Total Available Resources | <u>102,077</u> | <u>107,572</u> | <u>107,572</u> | <u>117,258</u> | <u>134,521</u> | <u>150,016</u> |
| Expenditures: | | | | | | |
| Personnel Services | 65,127 | 67,779 | 67,779 | 67,779 | 69,547 | 72,324 |
| Supplies | 4,735 | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>69,862</u> | <u>67,779</u> | <u>67,779</u> | <u>67,779</u> | <u>69,547</u> | <u>72,324</u> |
| Ending Resources | <u>\$ 32,215</u> | <u>\$ 39,793</u> | <u>\$ 39,793</u> | <u>\$ 49,479</u> | <u>\$ 64,974</u> | <u>\$ 77,692</u> |

**CITY OF ROWLETT
FY 2012-13
GRANTS FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|---------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ (331,326) | \$ - | \$ - | \$ (29,757) | \$ - | \$ - |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 700,259 | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | - | 24,590 | 24,590 | 54,347 | 24,590 | 24,590 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>700,259</u> | <u>24,590</u> | <u>24,590</u> | <u>54,347</u> | <u>24,590</u> | <u>24,590</u> |
| Total Available Resources | <u>368,933</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> |
| Expenditures: | | | | | | |
| Personnel Services | 47,961 | 24,590 | 24,590 | 24,590 | 24,590 | 24,590 |
| Supplies | 13,009 | - | - | - | - | - |
| Purchase Services | 45,867 | - | - | - | - | - |
| Capital Outlay | 291,853 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>398,690</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> |
| Ending Resources | <u>\$ (29,757)</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
CDBG FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|----------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 20,976 | \$ 20,476 | \$ 20,476 | \$ (76,529) | \$ - | \$ - |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 23,638 | 217,245 | 217,245 | 293,774 | 228,181 | 228,181 |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>23,638</u> | <u>217,245</u> | <u>217,245</u> | <u>293,774</u> | <u>228,181</u> | <u>228,181</u> |
| Total Available Resources | <u>44,614</u> | <u>237,721</u> | <u>237,721</u> | <u>217,245</u> | <u>228,181</u> | <u>228,181</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 44,601 | 22,000 | 22,000 | 22,000 | 24,000 | 24,000 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 76,542 | 195,245 | 195,245 | 195,245 | 204,181 | 204,181 |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>121,143</u> | <u>217,245</u> | <u>217,245</u> | <u>217,245</u> | <u>228,181</u> | <u>228,181</u> |
| Ending Resources | <u>\$ (76,529)</u> | <u>\$ 20,476</u> | <u>\$ 20,476</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
TAX INCREMENT FINANCING FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|----------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| Current Revenues: | | | | | | |
| Tax Revenues | 294,925 | 290,845 | 290,845 | 290,845 | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | - | - | - | - | - | - |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>294,925</u> | <u>290,845</u> | <u>290,845</u> | <u>290,845</u> | - | - |
| Total Available Resources | <u>295,925</u> | <u>291,845</u> | <u>291,845</u> | <u>291,845</u> | - | - |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 294,925 | 290,845 | 290,845 | 291,845 | - | - |
| Total Expenditures | <u>294,925</u> | <u>290,845</u> | <u>290,845</u> | <u>291,845</u> | - | - |
| Ending Resources | <u>\$ 1,000</u> | <u>\$ 1,000</u> | <u>\$ 1,000</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
JUVENILE DIVERSION FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 105,296 | \$ 98,044 | \$ 98,044 | \$ 98,044 | \$ 92,278 | \$ 92,285 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 37,307 | 41,602 | 41,602 | 41,602 | 33,281 | 33,281 |
| Other | 535 | - | - | - | - | - |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>37,842</u> | <u>41,602</u> | <u>41,602</u> | <u>41,602</u> | <u>33,281</u> | <u>33,281</u> |
| Total Available Resources | <u>143,138</u> | <u>139,646</u> | <u>139,646</u> | <u>139,646</u> | <u>125,559</u> | <u>125,566</u> |
| Expenditures: | | | | | | |
| Personnel Services | 7,887 | 73,136 | 73,136 | 47,368 | 28,274 | 29,132 |
| Supplies | - | - | - | - | 700 | 700 |
| Purchase Services | - | - | - | - | 4,300 | 4,300 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>7,887</u> | <u>73,136</u> | <u>73,136</u> | <u>47,368</u> | <u>33,274</u> | <u>34,132</u> |
| Ending Resources | <u>\$ 135,251</u> | <u>\$ 66,510</u> | <u>\$ 66,510</u> | <u>\$ 92,278</u> | <u>\$ 92,285</u> | <u>\$ 91,434</u> |

**CITY OF ROWLETT
FY 2012-13
COURT TECHNOLOGY FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 224,241 | \$ 227,048 | \$ 227,048 | \$ 227,048 | \$ 189,427 | \$ 10,243 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 29,985 | 33,670 | 33,670 | 33,670 | 26,936 | 26,936 |
| Other | 930 | - | - | - | - | - |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>30,915</u> | <u>33,670</u> | <u>33,670</u> | <u>33,670</u> | <u>26,936</u> | <u>26,936</u> |
| Total Available Resources | <u>255,156</u> | <u>260,718</u> | <u>260,718</u> | <u>260,718</u> | <u>216,363</u> | <u>37,179</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | 143,305 | - |
| Purchase Services | 7,745 | 33,670 | 33,670 | 71,291 | 62,815 | 29,145 |
| Capital Outlay | 29,915 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>37,660</u> | <u>33,670</u> | <u>33,670</u> | <u>71,291</u> | <u>206,120</u> | <u>29,145</u> |
| Ending Resources | <u>\$ 217,496</u> | <u>\$ 227,048</u> | <u>\$ 227,048</u> | <u>\$ 189,427</u> | <u>\$ 10,243</u> | <u>\$ 8,034</u> |

**CITY OF ROWLETT
FY 2012-13
COURT SECURITY FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 76,352 | \$ 55,356 | \$ 55,356 | \$ 55,356 | \$ 40,414 | \$ 38,279 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 22,442 | 25,044 | 25,044 | 9,909 | 20,035 | 20,035 |
| Other | 287 | - | - | - | - | - |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>22,729</u> | <u>25,044</u> | <u>25,044</u> | <u>9,909</u> | <u>20,035</u> | <u>20,035</u> |
| Total Available Resources | <u>99,081</u> | <u>80,400</u> | <u>80,400</u> | <u>65,265</u> | <u>60,449</u> | <u>58,314</u> |
| Expenditures: | | | | | | |
| Personnel Services | 42,489 | 24,851 | 24,851 | 24,851 | 22,170 | 22,836 |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 110 | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>42,599</u> | <u>24,851</u> | <u>24,851</u> | <u>24,851</u> | <u>22,170</u> | <u>22,836</u> |
| Ending Resources | <u>\$ 56,482</u> | <u>\$ 55,549</u> | <u>\$ 55,549</u> | <u>\$ 40,414</u> | <u>\$ 38,279</u> | <u>\$ 35,478</u> |

**CITY OF ROWLETT
FY 2012-13
TRAFFIC SAFETY FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 31,923 | \$ 32,391 | \$ 32,391 | \$ 24,367 | \$ 24,367 | \$ 24,367 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 361,739 | 297,458 | 297,458 | 297,458 | 297,458 | 297,458 |
| Other | 297 | 468 | 468 | 468 | 468 | 468 |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>362,036</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> |
| Total Available Resources | <u>393,959</u> | <u>330,317</u> | <u>330,317</u> | <u>322,293</u> | <u>322,293</u> | <u>322,293</u> |
| Expenditures: | | | | | | |
| Personnel Services | 1,182 | 1,838 | 1,838 | 1,838 | 1,838 | 1,838 |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 368,410 | 296,088 | 296,088 | 296,088 | 296,088 | 296,088 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>369,592</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> |
| Ending Resources | <u>\$ 24,367</u> | <u>\$ 32,391</u> | <u>\$ 32,391</u> | <u>\$ 24,367</u> | <u>\$ 24,367</u> | <u>\$ 24,367</u> |

**CITY OF ROWLETT
FY 2012-13
GOLF FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 581,476 | \$ 496,376 | \$ 496,376 | \$ 556,211 | \$ 502,390 | \$ 713,842 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 590,903 | 595,847 | 595,847 | 553,745 | 600,628 | 600,628 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>590,903</u> | <u>595,847</u> | <u>595,847</u> | <u>553,745</u> | <u>600,628</u> | <u>600,628</u> |
| Total Available Resources | <u>1,172,379</u> | <u>1,092,223</u> | <u>1,092,223</u> | <u>1,109,956</u> | <u>1,103,018</u> | <u>1,314,470</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Capital Outlay | 76,618 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 539,550 | 555,464 | 555,464 | 597,566 | 379,176 | 395,419 |
| Total Expenditures | <u>616,168</u> | <u>565,464</u> | <u>565,464</u> | <u>607,566</u> | <u>389,176</u> | <u>405,419</u> |
| Ending Resources | <u>\$ 556,211</u> | <u>\$ 526,759</u> | <u>\$ 526,759</u> | <u>\$ 502,390</u> | <u>\$ 713,842</u> | <u>\$ 909,051</u> |

**CITY OF ROWLETT
FY 2012-13
EMPLOYEE BENEFITS FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ - | \$ 838,569 | \$ 838,569 | \$ 431,290 | \$ 431,290 | \$ 431,290 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 2,995,734 | 3,306,590 | 3,306,590 | 3,306,590 | 3,688,369 | 4,012,927 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 2,800 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Transfers In | 511,331 | - | - | - | - | - |
| Total Current Revenues | <u>3,509,865</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,698,369</u> | <u>4,022,927</u> |
| Total Available Resources | <u>3,509,865</u> | <u>4,155,159</u> | <u>4,155,159</u> | <u>3,747,880</u> | <u>4,129,659</u> | <u>4,454,217</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 3,078,575 | 3,316,590 | 3,316,590 | 3,316,590 | 3,698,369 | 4,022,927 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>3,078,575</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,698,369</u> | <u>4,022,927</u> |
| Ending Resources | <u>\$ 431,290</u> | <u>\$ 838,569</u> | <u>\$ 838,569</u> | <u>\$ 431,290</u> | <u>\$ 431,290</u> | <u>\$ 431,290</u> |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|--------------------------------------|----------------------|--------------------|----------|-----------------------|--------|
| | | Original Budget | Estimate | | |
| <u>GENERAL FUND</u> | | | | | |
| <u>City Council</u> | | | | | |
| Mayor | 0.50 | 0.50 | 0.50 | 0.50 | - |
| Councilmember | 3.00 | 3.00 | 3.00 | 3.00 | - |
| | 3.50 | 3.50 | 3.50 | 3.50 | - |
| <u>City Manager</u> | | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Assistant City Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Community Relations Coordinator | 1.00 | 1.00 | 1.00 | - | (1.00) |
| Community Relations Manager | - | - | - | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 4.00 | 4.00 | 4.00 | 4.00 | - |
| <u>City Secretary</u> | | | | | |
| City Secretary | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Assistant City Secretary | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Administrative Assistant | 1.00 | - | - | - | - |
| | 3.00 | 2.00 | 2.00 | 2.00 | - |
| <u>Finance Administration</u> | | | | | |
| Director | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Budget Officer | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 3.00 | 3.00 | 3.00 | 3.00 | - |
| <u>Accounting</u> | | | | | |
| Accounting Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Senior Accountant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Accounting Specialist IV | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Accounting Specialist III | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Accounting Specialist I | 1.00 | - | - | - | - |
| | 5.00 | 4.00 | 4.00 | 4.00 | - |
| <u>Municipal Court</u> | | | | | |
| Administrator | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Senior Clerk | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Court Clerk | 4.00 | 4.00 | 4.00 | 4.00 | - |
| | 6.00 | 6.00 | 6.00 | 6.00 | - |
| <u>Purchasing</u> | | | | | |
| Purchasing Agent | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Purchasing Buyer | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 2.00 | 2.00 | 2.00 | 2.00 | - |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|--------------------------------------|----------------------|--------------------|----------|-----------------------|--------|
| | | Original Budget | Estimate | | |
| <u>Information Technology</u> | | | | | |
| IT Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Systems Administrator | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Desk Top Support | 1.00 | 1.00 | 1.00 | 1.00 | - |
| HelpDesk Support Tech | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 5.00 | 5.00 | 5.00 | 5.00 | - |
| <u>Police</u> | | | | | |
| Police Chief | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Assistant Police Chief | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Lieutenant | 6.00 | 6.00 | 6.00 | 6.00 | - |
| Sergeant | 8.00 | 8.00 | 8.00 | 8.00 | - |
| Support Services Director | 1.00 | 1.00 | 1.00 | 1.00 | - |
| School Resource Officer | 5.00 | 5.00 | 5.00 | 5.00 | - |
| Detectives / Investigators | 10.00 | 10.00 | 10.00 | 10.00 | - |
| Police Officer | 43.00 | 43.00 | 43.00 | 43.00 | - |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Communications Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Communications Officer | 14.00 | 14.00 | 14.00 | 14.00 | - |
| Records Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Senior Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Records Clerk | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Property/Evidence Technician | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Detention Officer | 8.00 | 8.00 | 8.00 | 8.00 | - |
| Warrants Officer | - | 1.00 | 1.00 | 1.00 | - |
| Warrant Clerk | - | 1.00 | 1.00 | 1.00 | - |
| Crossing Guards | 3.00 | 3.00 | 3.00 | 3.00 | - |
| | 108.00 | 110.00 | 110.00 | 110.00 | - |
| <u>City Marshal</u> | | | | | |
| Marshal | - | - | - | - | - |
| Warrants Officer | 1.00 | - | - | - | - |
| Employee Pool | - | - | - | - | - |
| Warrant Clerk | 1.00 | - | - | - | - |
| | 2.00 | - | - | - | - |
| <u>Fire Rescue</u> | | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Assistant Chief | 2.00 | 2.00 | 1.00 | 1.00 | (1.00) |
| Battalion Chiefs | - | - | 3.00 | 3.00 | 3.00 |
| Senior Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Captain | 12.00 | 12.00 | 12.00 | 12.00 | - |
| Driver/Engineer | 12.00 | 12.00 | 12.00 | 12.00 | - |
| Firefighter | 45.00 | 45.00 | 45.00 | 45.00 | - |
| Emergency Med. Services Coord. | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Fire Marshal | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Deputy Fire Marshal | 1.00 | 1.00 | 1.00 | - | (1.00) |
| | 76.00 | 76.00 | 78.00 | 77.00 | 1.00 |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|--------------------------------------|----------------------|--------------------|----------|-----------------------|--------|
| | | Original Budget | Estimate | | |
| <u>Animal Services</u> | | | | | |
| Animal Control Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Animal Control Officer | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Shelter Attendant | 2.00 | 2.25 | 2.25 | 2.25 | - |
| | 5.00 | 5.25 | 5.25 | 5.25 | - |
| <u>Building Inspections</u> | | | | | |
| Chief Building Official | - | - | - | - | - |
| Senior Building Inspector | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Building Inspector II | 1.00 | - | - | - | - |
| Administrative Assistant | - | - | - | - | - |
| | 2.00 | 1.00 | 1.00 | 1.00 | - |
| <u>Environmental Services</u> | | | | | |
| Environmental Service Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Code Enforcement Officer | 4.00 | 4.00 | 4.00 | 4.00 | - |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 6.00 | 6.00 | 6.00 | 6.00 | - |
| <u>Parks Administration</u> | | | | | |
| Director | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Parks Maintenance Manager | - | - | - | - | - |
| Recreation Manager | - | - | - | - | - |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 2.00 | 2.00 | 2.00 | 2.00 | - |
| <u>Parks Maintenance</u> | | | | | |
| Parks Maintenance Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Foreman | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Maintenance Specialist | 6.00 | 6.00 | 6.00 | 6.00 | - |
| Crew Leader | 3.00 | 3.00 | 3.00 | 3.00 | - |
| Athletic Coordinator | - | - | - | - | - |
| Parks Mechanic | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | 12.00 | 12.00 | 12.00 | 12.00 | - |
| <u>Recreation</u> | | | | | |
| Recreation Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Asst. Recreation Division Manager | 1.00 | - | - | - | - |
| Special Projects Manager | - | 1.00 | - | - | (1.00) |
| Special Events Specialist | - | - | 1.00 | 1.00 | 1.00 |
| Athletic Coordinator | 1.00 | 1.00 | 1.00 | - | (1.00) |
| Aquatics & Athletics Supervisor | - | - | - | 0.25 | 0.25 |
| Community Centre Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Recreation Programmer | - | - | - | 1.00 | 1.00 |
| Front Desk Attendant | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Recreation Aide | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Employee Pool | 2.00 | 2.00 | 2.00 | 2.00 | - |
| | 10.00 | 10.00 | 10.00 | 10.25 | 0.25 |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|-------------------------------------|----------------------|--------------------|--------------|-----------------------|---------------|
| | | Original Budget | Estimate | | |
| <u>Wet Zone</u> | | | | | |
| Aquatics & Athletics Supervisor | 1.00 | 1.00 | 1.00 | 0.75 | (0.25) |
| Cashier | 2.50 | 2.50 | 2.50 | 2.50 | - |
| Lifeguard | 15.00 | 15.00 | 15.00 | 15.00 | - |
| Concessions | 1.25 | 1.25 | 1.25 | 1.25 | - |
| Custodian | 1.25 | 1.25 | 1.25 | 1.25 | - |
| | <u>21.00</u> | <u>21.00</u> | <u>21.00</u> | <u>20.75</u> | <u>(0.25)</u> |
| <u>Library</u> | | | | | |
| Director | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Librarian II | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Librarian I | 3.50 | 3.50 | 3.50 | 3.50 | - |
| Sr Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Library Program Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Library Assistant | 5.50 | 5.50 | 5.50 | 5.50 | - |
| Library Aide | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Library Pool | 3.00 | 3.00 | 3.00 | 3.00 | - |
| | <u>17.00</u> | <u>17.00</u> | <u>17.00</u> | <u>17.00</u> | <u>-</u> |
| <u>Communications</u> | | | | | |
| Public Engagement Manager | 1.00 | - | - | - | - |
| Video Producer | - | - | - | - | - |
| | <u>1.00</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| <u>Citizen Action Center</u> | | | | | |
| Action Center Supervisor | 1.00 | - | 1.00 | - | - |
| Administrative Assistant | - | 1.00 | - | 1.00 | - |
| Customer Service Representative | 1.00 | 0.50 | 0.50 | 0.50 | - |
| | <u>2.00</u> | <u>1.50</u> | <u>1.50</u> | <u>1.50</u> | <u>-</u> |
| <u>Building and Grounds</u> | | | | | |
| Custodian | 6.00 | 6.00 | 6.00 | 6.00 | - |
| Building Maintenance Worker | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | <u>7.00</u> | <u>7.00</u> | <u>7.00</u> | <u>7.00</u> | <u>-</u> |
| <u>Streets</u> | | | | | |
| Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Crew Leader | 4.00 | 4.00 | 4.00 | 4.00 | - |
| Traffic Technician | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Maintenance Worker | 6.00 | 6.00 | 6.00 | 6.00 | - |
| | <u>14.00</u> | <u>14.00</u> | <u>14.00</u> | <u>14.00</u> | <u>-</u> |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|---|----------------------|--------------------|---------------|-----------------------|-------------|
| | | Original Budget | Estimate | | |
| <u>Fleet Services</u> | | | | | |
| Head Mechanic | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Mechanic | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Fleet Technician | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Administrative Assistant | 0.50 | - | - | - | - |
| | <u>3.50</u> | <u>3.00</u> | <u>3.00</u> | <u>3.00</u> | <u>-</u> |
| <u>Public Works Administration</u> | | | | | |
| Director | 1.00 | 1.00 | 1.00 | 1.00 | - |
| City Engineer | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Assistant City Engineer | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Inspectors | 3.00 | 3.00 | 3.00 | 3.00 | - |
| Sr Administrative Assistant | 1.00 | 0.50 | 0.50 | 0.50 | - |
| Administrative Assistant | - | 0.50 | 0.50 | 0.50 | - |
| | <u>7.00</u> | <u>7.00</u> | <u>7.00</u> | <u>7.00</u> | <u>-</u> |
| <u>Planning</u> | | | | | |
| Director | - | - | 1.00 | 1.00 | 1.00 |
| Asst Director | - | - | - | - | - |
| Planning Manager | 1.00 | 1.00 | - | - | (1.00) |
| Administrative Assistant | 1.00 | - | - | - | - |
| Development Technician | - | 1.00 | 1.00 | 1.00 | - |
| Planner II | 1.00 | - | - | - | - |
| Senior Planner | - | 1.00 | 1.00 | 1.00 | - |
| Planner I | - | 1.00 | 1.00 | 1.00 | - |
| Planning Intern | 0.25 | - | - | - | - |
| | <u>3.25</u> | <u>4.00</u> | <u>4.00</u> | <u>4.00</u> | <u>-</u> |
| <u>GIS</u> | | | | | |
| GIS Programmer | 1.00 | 1.00 | 1.00 | 1.00 | - |
| GIS Technician | 1.00 | - | - | - | - |
| | <u>2.00</u> | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> |
| <u>Human Resources</u> | | | | | |
| HR Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Human Resources Generalist | 2.00 | 2.00 | 2.00 | 2.00 | - |
| HR Technician | - | - | - | - | - |
| | <u>3.00</u> | <u>3.00</u> | <u>3.00</u> | <u>3.00</u> | <u>-</u> |
| GENERAL FUND TOTAL | <u>335.25</u> | <u>330.25</u> | <u>332.25</u> | <u>331.25</u> | <u>1.00</u> |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|--|----------------------|--------------------|--------------|-----------------------|---------------|
| | | Original Budget | Estimate | | |
| UTILITY FUND | | | | | |
| <u>Water / Sewer Administration</u> | | | | | |
| Administrative Assistant | 0.50 | 0.50 | 0.50 | - | (0.50) |
| Sr. Administrative Assistant | - | - | - | 0.50 | 0.50 |
| ROW Inspector | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Utility Assets Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Utility Operations Manager | - | - | 1.00 | 1.00 | 1.00 |
| Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | <u>3.50</u> | <u>3.50</u> | <u>4.50</u> | <u>4.50</u> | <u>1.00</u> |
| <u>Water Operations</u> | | | | | |
| Crewleader | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Maintenance Specialist | 7.00 | 7.00 | 7.00 | 7.00 | - |
| | <u>9.00</u> | <u>9.00</u> | <u>9.00</u> | <u>9.00</u> | <u>-</u> |
| <u>Wastewater Operations</u> | | | | | |
| Crewleader | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Electrician | 2.00 | 2.00 | 1.00 | - | (2.00) |
| Water Quality Technician | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Maintenance Specialist | 6.00 | 6.00 | 6.00 | 7.00 | 1.00 |
| | <u>11.00</u> | <u>11.00</u> | <u>10.00</u> | <u>10.00</u> | <u>(1.00)</u> |
| <u>Revenue Office</u> | | | | | |
| Revenue Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Accounting Specialist III | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Senior Customer Service Rep | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Customer Service Rep | 2.00 | 2.00 | 2.00 | 2.00 | - |
| | <u>6.00</u> | <u>6.00</u> | <u>6.00</u> | <u>6.00</u> | <u>-</u> |
| <u>Meter Services</u> | | | | | |
| Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Meter Maintenance Technician | - | 1.00 | 1.00 | 1.00 | - |
| Meter Reader | 3.00 | 3.00 | 3.00 | 3.00 | - |
| | <u>4.00</u> | <u>5.00</u> | <u>5.00</u> | <u>5.00</u> | <u>-</u> |
| UTILITY FUND TOTAL | <u>33.50</u> | <u>34.50</u> | <u>34.50</u> | <u>34.50</u> | <u>-</u> |
| DRAINAGE FUND | | | | | |
| Maintenance Specialist | 2.00 | 2.00 | 2.00 | 2.00 | - |
| | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> | <u>-</u> |
| ECONOMIC DEVELOPMENT FUND | | | | | |
| Director | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Economic Development Specialist | 1.00 | 1.00 | 1.00 | 1.00 | - |
| | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> | <u>-</u> |

**CITY OF ROWLETT
FY 2012-13
PERSONNEL SUMMARY**

| Position | FY 2010-11 Actual | FY 2011-12 | | FY 2012-13 Adopted | Change |
|--------------------------------|----------------------|--------------------|---------------|-----------------------|---------------|
| | | Original Budget | Estimate | | |
| PEG FUND | | | | | |
| Video Producer | 1.00 | - | - | - | - |
| Creative Services Producer | - | 1.00 | 1.00 | 1.00 | - |
| | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> |
| JUVENILE DIVERSION FUND | | | | | |
| Juvenile Caseworker | 1.00 | 1.00 | 0.50 | 0.50 | (0.50) |
| | <u>1.00</u> | <u>1.00</u> | <u>0.50</u> | <u>0.50</u> | <u>(0.50)</u> |
| COURT SECURITY FUND | | | | | |
| Bailiff | 0.50 | 0.50 | 0.50 | 0.50 | - |
| | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> | <u>-</u> |
| CITYWIDE TOTAL | <u>375.25</u> | <u>371.25</u> | <u>372.75</u> | <u>371.75</u> | <u>0.50</u> |

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

FUND SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 6,752,219 | \$ 5,375,891 | \$ 5,375,891 | \$ 6,087,715 | \$ 5,889,242 | \$ 5,768,664 |
| Current Revenues: | | | | | | |
| Tax Revenues | 21,674,059 | 19,854,631 | 19,854,631 | 20,195,338 | 20,289,239 | 20,471,960 |
| Franchise Fees | 3,211,302 | 3,018,276 | 3,018,276 | 3,018,276 | 3,058,509 | 3,058,509 |
| Licenses and Permits | 450,808 | 434,552 | 434,552 | 434,552 | 442,723 | 442,723 |
| Charges for Service | 2,345,529 | 2,428,657 | 2,428,657 | 2,425,991 | 2,523,374 | 2,565,104 |
| Fines and Forfeitures | 1,187,365 | 1,307,006 | 1,307,006 | 1,122,622 | 1,157,006 | 1,157,006 |
| Other | 645,610 | 533,633 | 533,633 | 536,299 | 576,027 | 576,027 |
| Transfers In | 4,479,845 | 4,534,209 | 4,534,209 | 4,534,209 | 4,560,112 | 4,560,112 |
| Total Current Revenues | <u>33,994,518</u> | <u>32,110,964</u> | <u>32,110,964</u> | <u>32,267,287</u> | <u>32,606,990</u> | <u>32,831,441</u> |
| Total Available Resources | <u>40,746,737</u> | <u>37,486,855</u> | <u>37,486,855</u> | <u>38,355,002</u> | <u>38,496,232</u> | <u>38,600,105</u> |
| Expenditures: | | | | | | |
| Personnel Services | 22,697,530 | 22,680,207 | 22,751,827 | 22,878,672 | 22,860,045 | 23,940,825 |
| Supplies | 1,539,557 | 1,597,367 | 1,597,367 | 1,597,367 | 1,653,811 | 1,653,811 |
| Purchase Services | 7,253,681 | 6,560,999 | 6,560,999 | 6,560,999 | 6,684,990 | 6,737,417 |
| Capital Outlay | 630,769 | 272,000 | 272,000 | 272,000 | 372,000 | 622,000 |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 2,537,485 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 |
| Total Expenditures | <u>34,659,022</u> | <u>32,267,295</u> | <u>32,338,915</u> | <u>32,465,760</u> | <u>32,727,568</u> | <u>34,110,775</u> |
| Ending Resources | <u>\$ 6,087,715</u> | <u>\$ 5,219,560</u> | <u>\$ 5,147,940</u> | <u>\$ 5,889,242</u> | <u>\$ 5,768,664</u> | <u>\$ 4,489,330</u> |

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Beginning Resources | \$ 6,752,219 | \$ 5,375,891 | \$ 5,375,891 | \$ 6,087,715 | \$ 5,889,242 | \$ 5,768,664 |
| Tax Revenues: | | | | | | |
| Current taxes | 13,231,371 | 12,463,453 | 12,463,453 | 12,463,453 | 12,483,768 | 12,578,369 |
| Delinquent taxes | 2,224,588 | 2,557,394 | 2,557,394 | 2,557,394 | 2,557,394 | 2,557,394 |
| Delinquent taxes prior | 260,001 | 235,780 | 235,780 | 235,780 | 235,780 | 235,780 |
| City sales tax | 5,767,527 | 4,357,697 | 4,357,697 | 4,698,404 | 4,771,990 | 4,860,110 |
| Mixed drink tax | 58,542 | 58,338 | 58,338 | 58,338 | 58,338 | 58,338 |
| Penalty & Interest | 132,030 | 181,969 | 181,969 | 181,969 | 181,969 | 181,969 |
| Total | 21,674,059 | 19,854,631 | 19,854,631 | 20,195,338 | 20,289,239 | 20,471,960 |
| Franchise Fees: | | | | | | |
| Electric | 1,749,132 | 1,579,744 | 1,579,744 | 1,579,744 | 1,611,339 | 1,611,339 |
| Telephone | 271,344 | 276,941 | 276,941 | 276,941 | 276,941 | 276,941 |
| Gas | 439,962 | 431,878 | 431,878 | 431,878 | 440,516 | 440,516 |
| Cable | 750,864 | 729,713 | 729,713 | 729,713 | 729,713 | 729,713 |
| Total | 3,211,302 | 3,018,276 | 3,018,276 | 3,018,276 | 3,058,509 | 3,058,509 |
| Licenses and Permits: | | | | | | |
| Food service | 38,675 | 32,900 | 32,900 | 32,900 | 32,900 | 32,900 |
| Protective alarm | 147,565 | 166,059 | 166,059 | 166,059 | 166,059 | 166,059 |
| Building structures | 56,015 | 69,662 | 69,662 | 69,662 | 73,145 | 73,145 |
| Takeline fees | 64,400 | 67,390 | 67,390 | 67,390 | 67,390 | 67,390 |
| Contractor permits | 90,900 | 50,001 | 50,001 | 50,001 | 52,501 | 52,501 |
| Special permits | 34,725 | 23,219 | 23,219 | 23,219 | 24,141 | 24,141 |
| Contractor regis. | 18,528 | 25,321 | 25,321 | 25,321 | 26,587 | 26,587 |
| Total | 450,808 | 434,552 | 434,552 | 434,552 | 442,723 | 442,723 |
| Charges for Service: | | | | | | |
| GISD resource officer | 218,950 | 201,967 | 201,967 | 201,967 | 206,006 | 206,006 |
| Ambulance fees | 415,757 | 500,000 | 500,000 | 500,000 | 550,000 | 550,000 |
| 911 Emergency | 444,443 | 455,904 | 455,904 | 455,904 | 455,904 | 455,904 |
| Animal control fees | 49,977 | 56,403 | 56,403 | 56,403 | 56,403 | 56,403 |
| Mowing fees | 115,297 | 137,963 | 137,963 | 137,963 | 137,963 | 137,963 |
| Rezoning fees | 13,695 | 9,675 | 9,675 | 9,675 | 9,675 | 9,675 |
| New addition filing | 7,680 | 781 | 781 | 781 | 781 | 781 |
| Misc. fees | 21,847 | 14,636 | 14,636 | 11,970 | 14,636 | 14,636 |
| Plan review | 187,266 | - | - | - | - | - |
| Community Centre | 340,657 | 395,573 | 395,573 | 395,573 | 436,251 | 477,981 |
| Parks | 74,558 | 97,564 | 97,564 | 97,564 | 97,564 | 97,564 |
| Wet Zone | 416,814 | 522,869 | 522,869 | 522,869 | 522,869 | 522,869 |
| Library fines and fees | 38,588 | 35,322 | 35,322 | 35,322 | 35,322 | 35,322 |
| Total | 2,345,529 | 2,428,657 | 2,428,657 | 2,425,991 | 2,523,374 | 2,565,104 |

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Fines and Forfeitures: | | | | | | |
| Municipal court fines | 1,187,365 | 1,307,006 | 1,307,006 | 1,122,622 | 1,157,006 | 1,157,006 |
| Total | 1,187,365 | 1,307,006 | 1,307,006 | 1,122,622 | 1,157,006 | 1,157,006 |
| Other: | | | | | | |
| Interest earnings | 42,347 | 39,412 | 39,412 | 39,412 | 39,806 | 39,806 |
| Miscellaneous | 153,036 | 60,834 | 60,834 | 63,500 | 60,834 | 60,834 |
| Insurance payments | 105,195 | 94,111 | 94,111 | 94,111 | 94,111 | 94,111 |
| Rentals/Leases | 302,889 | 308,669 | 308,669 | 308,669 | 350,669 | 350,669 |
| Festivals | 18,011 | 13,800 | 13,800 | 13,800 | 13,800 | 13,800 |
| Donations | 24,132 | 16,807 | 16,807 | 16,807 | 16,807 | 16,807 |
| Total | 645,610 | 533,633 | 533,633 | 536,299 | 576,027 | 576,027 |
| Internal Transfers: | | | | | | |
| Utility In Lieu of Tax | 808,073 | 816,154 | 816,154 | 816,154 | 824,316 | 824,316 |
| Utility G&A | 2,517,722 | 2,517,722 | 2,517,722 | 2,517,722 | 2,517,722 | 2,517,722 |
| Refuse/Alleys & curbs | - | - | - | - | - | - |
| Utility in lieu of franch. | 1,154,050 | 1,200,333 | 1,200,333 | 1,200,333 | 1,218,074 | 1,218,074 |
| Total | 4,479,845 | 4,534,209 | 4,534,209 | 4,534,209 | 4,560,112 | 4,560,112 |
| Total Revenues | 33,994,518 | 32,110,964 | 32,110,964 | 32,267,287 | 32,606,990 | 32,831,441 |
| Total Resources | \$ 40,746,737 | \$ 37,486,855 | \$ 37,486,855 | \$ 38,355,002 | \$ 38,496,232 | \$ 38,600,105 |

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

BUDGET EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Function: | | | | | | |
| City Council | \$ 238,786 | \$ 308,147 | \$ 308,147 | \$ 308,147 | \$ 308,147 | \$ 308,147 |
| City Manager | 677,131 | 601,452 | 601,452 | 601,452 | 611,904 | 630,188 |
| City Secretary | 402,707 | 231,923 | 190,923 | 190,923 | 252,667 | 265,621 |
| Finance Administration | 316,531 | 304,451 | 304,451 | 304,451 | 318,834 | 329,679 |
| Accounting | 533,283 | 509,859 | 509,859 | 509,859 | 515,428 | 573,764 |
| Municipal Court | 630,122 | 681,000 | 660,000 | 660,000 | 681,730 | 696,294 |
| Purchasing | 147,625 | 159,663 | 159,663 | 159,663 | 163,183 | 168,816 |
| Information Technology | 796,897 | 840,610 | 840,610 | 840,610 | 845,981 | 861,315 |
| Police | 9,076,599 | 9,483,460 | 9,228,460 | 9,157,222 | 9,832,483 | 10,154,649 |
| Fire | 7,893,938 | 7,752,551 | 7,798,171 | 7,798,171 | 8,103,277 | 8,360,902 |
| Animal Services | 391,711 | 405,514 | 405,514 | 405,514 | 432,253 | 443,820 |
| Building Inspections | 150,652 | 99,940 | 99,940 | 99,940 | 108,472 | 111,591 |
| Environmental Services | 479,114 | 483,422 | 483,422 | 483,422 | 492,356 | 507,957 |
| Parks Administration | 240,161 | 174,953 | 174,953 | 174,953 | 184,208 | 190,513 |
| Parks Maintenance | 1,650,463 | 1,745,916 | 1,719,916 | 1,719,916 | 1,866,785 | 1,895,199 |
| Recreation | 733,204 | 913,315 | 877,315 | 877,325 | 905,120 | 923,138 |
| Wet Zone | 332,564 | 511,226 | 511,226 | 511,226 | 495,213 | 497,348 |
| Library | 1,008,848 | 1,150,531 | 1,050,531 | 1,050,531 | 1,172,404 | 1,205,119 |
| Citizen Action Center | 90,390 | 81,225 | 81,225 | 81,225 | 75,687 | 78,395 |
| Facilities Maintenance | 712,106 | 716,747 | 716,747 | 716,747 | 711,216 | 724,343 |
| Streets | 1,799,975 | 1,744,918 | 1,734,918 | 1,734,918 | 1,767,773 | 2,051,374 |
| Fleet Services | 517,659 | 554,024 | 554,024 | 553,624 | 561,276 | 569,166 |
| Public Works Admin | 531,176 | 604,437 | 604,437 | 604,437 | 604,047 | 621,740 |
| Planning | 259,565 | 336,964 | 336,964 | 336,964 | 351,569 | 363,689 |
| GIS | 90,646 | 101,350 | 101,350 | 101,350 | 103,171 | 106,066 |
| Human Resources | 317,725 | 351,937 | 351,937 | 351,937 | 366,123 | 375,681 |
| Non-Departmental | 4,639,444 | 1,417,760 | 1,932,760 | 2,131,233 | 896,261 | 1,096,261 |
| Total Expenditures | \$ 34,659,022 | \$ 32,267,295 | \$ 32,338,915 | \$ 32,465,760 | \$ 32,727,568 | \$ 34,110,775 |

By Category:

| | | | | | | |
|---------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Personnel Services | \$ 22,697,530 | \$ 22,680,207 | \$ 22,751,827 | \$ 22,878,672 | \$ 22,860,045 | \$ 23,940,825 |
| Supplies | 1,539,557 | 1,597,367 | 1,597,367 | 1,597,367 | 1,653,811 | 1,653,811 |
| Purchase Services | 7,253,681 | 6,560,999 | 6,560,999 | 6,560,999 | 6,684,990 | 6,737,417 |
| Capital Outlay | 630,769 | 272,000 | 272,000 | 272,000 | 372,000 | 622,000 |
| Transfers Out | 2,537,485 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 |
| Total Expenditures | \$ 34,659,022 | \$ 32,267,295 | \$ 32,338,915 | \$ 32,465,760 | \$ 32,727,568 | \$ 34,110,775 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|---------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 296.50 | 292.50 | 294.50 | 294.50 | 293.50 | 293.50 |
| Continuous Part-Time | 12.00 | 11.50 | 11.50 | 11.50 | 11.50 | 11.50 |
| Seasonal | 26.25 | 26.25 | 26.25 | 26.25 | 26.25 | 26.25 |
| Total | 334.75 | 330.25 | 332.25 | 332.25 | 331.25 | 331.25 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

CITY COUNCIL

MISSION

To provide high quality services, utilize best practices, and promote well-planned growth while enhancing our community's sense of home.

DESCRIPTION

The City Council provides leadership as an elected body for the City of Rowlett. Through its policy making role, the City Council develops a vision, mission and strategies to meet the current and future needs of the community.

GOALS AND OBJECTIVES

- No tax increase
- Work toward creating surplus amounts
- Grants and volunteer programs should be expanded
- Work with neighbor cities
- Develop Strategic Plan

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|-----------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Number of Council meetings | 45 | 30 | 49 | 30 | 30 |
| Proclamations presented | 54 | 40 | 58 | 40 | 40 |
| Ordinances approved | 30 | 35 | 33 | 35 | 35 |
| Resolutions approved | 176 | 120 | 142 | 120 | 120 |
| Citizen input presentations | 54 | 40 | 39 | 40 | 40 |
| Public hearings | 5 | 20 | 27 | 20 | 20 |

FY 2012 HIGHLIGHTS

- No tax increase since FY2005-2006
- Improved communication and involvement with citizens
- Continued transparency in local government
- Grand opening of the President George Bush Turnpike

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

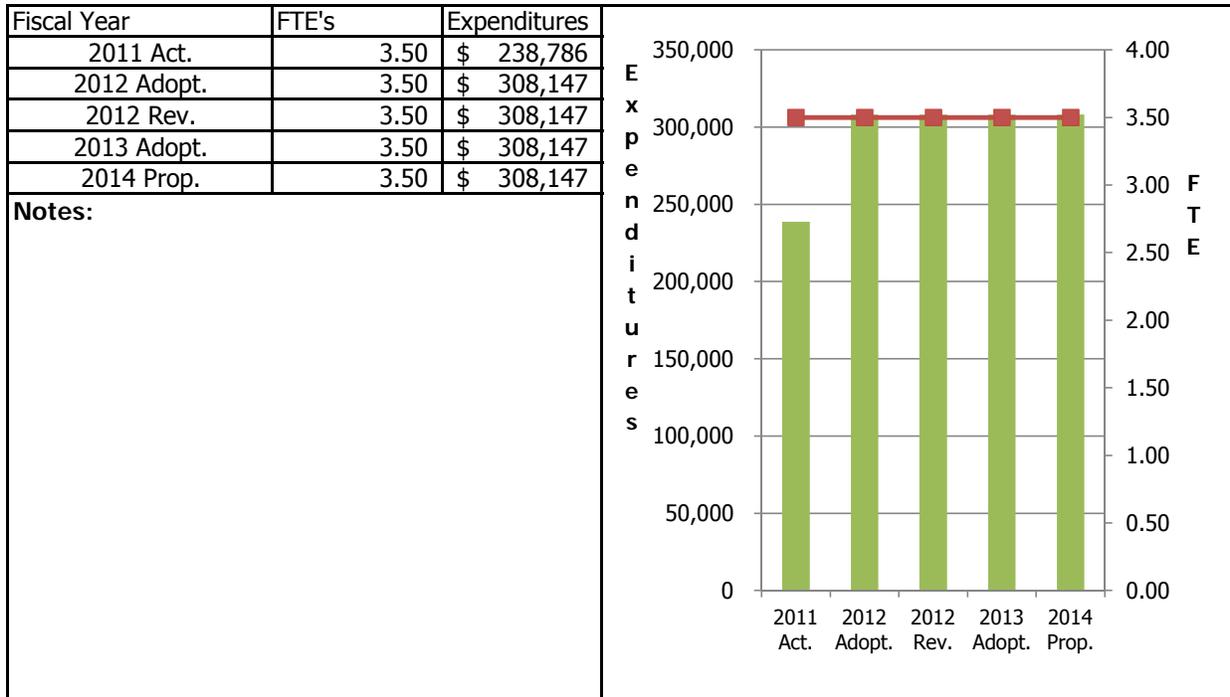
CITY COUNCIL

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 8,328 | \$ 9,149 | \$ 9,149 | \$ 9,149 | \$ 9,149 | \$ 9,149 |
| Supplies | 5,740 | 7,871 | 7,871 | 7,871 | 6,965 | 6,965 |
| Purchase Services | 224,718 | 291,127 | 291,127 | 291,127 | 292,033 | 292,033 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 238,786 | \$ 308,147 | \$ 308,147 | \$ 308,147 | \$ 308,147 | \$ 308,147 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|--------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | - | - | - | - | - | - |
| Part-Time | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 |
| Seasonal | - | - | - | - | - | - |
| Total | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 |



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND

CITY MANAGER**

MISSION

Citizen centered organization that ensures its citizens receive value for their investment.

DESCRIPTION

The City Manager's office provides strategic leadership to the departments and staff to fulfill the City's vision, mission and business strategies; to promote and advocate for citizen centric decision making; and to ensure that departments and staff are accountable for excellence and sustainability. The City Manager provides professional advice and information to the City Council to ensure informed decision making by the City's policy body; encourages and provides for citizen input regarding City operations, services and programs; engages in special studies and projects to ensure productive operations; serves as liaison to other governmental entities as appropriate; provides for the creation of and adherence to an annual budget while keeping the City Council advised regarding the financial condition and needs of the City.

GOALS AND OBJECTIVES

- To support, through leadership, the development in the community and in the local government organization of an atmosphere that nurtures continuous improvement.
- Ensure effective and accountable stewardship and use of public assets.
- Complete community preparedness for the opening of DART Light Rail in December 2012.
- Continue program to communicate with neighborhoods through Homeowner's Associations and Crime Watch groups.
- Continue program to engage and utilize volunteers within the organization.

PERFORMANCE MEASURES

NOTE: As stated above, it is the purpose of the City Manager's Office to provide leadership and management in all levels of the organization. Very few performance measures rest solely in the City Manager's Office. Therefore, it is difficult for the City Manager's Office to measure its performance as a stand-alone department, because the actual measurements will be provided in the departments responsible for the work.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

CITY MANAGER

FY 2012 HIGHLIGHTS

- Developed a two-year financial strategy for FY2013 and FY2014 to provide budget stability.
- Opened President George Bush Turnpike on December 20, 2011.
- Received a financial audit conducted by an independent accountant with no findings for the fiscal year ended September 30, 2011.
- Developed and constructed Katy Railroad Park.
- Implemented a new solid waste contract with Waste Management, Inc.
- Launched Blackboard Connect, a new citizen notification service that contacts citizens and businesses with personalized information via phone, text message and/or email within minutes.
- Volunteer hours in the City of Rowlett organization for FY2012 totaled 26,627.75 hours equaling 12.82 full-time equivalents for a cost savings of \$583,179.34 (based on the updated 2011 \$21.91/hr as set by The Independent Sector).

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND
CITY MANAGER**

FINANCIAL SUMMARY

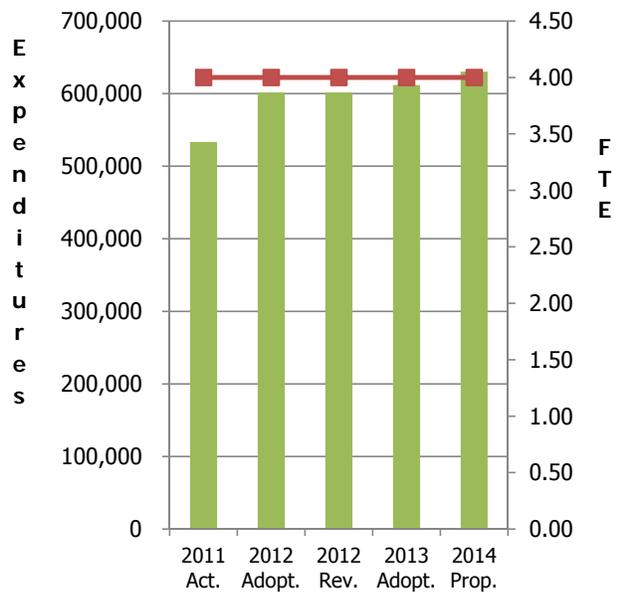
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 524,489 | \$ 530,002 | \$ 530,002 | \$ 530,002 | \$ 540,454 | \$ 558,738 |
| Supplies | 4,871 | 15,700 | 15,700 | 15,700 | 15,900 | 15,900 |
| Purchase Services | 4,092 | 55,750 | 55,750 | 55,750 | 55,550 | 55,550 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 533,452 | \$ 601,452 | \$ 601,452 | \$ 601,452 | \$ 611,904 | \$ 630,188 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 4.00 | \$ 533,452 |
| 2012 Adopt. | 4.00 | \$ 601,452 |
| 2012 Rev. | 4.00 | \$ 601,452 |
| 2013 Adopt. | 4.00 | \$ 611,904 |
| 2014 Prop. | 4.00 | \$ 630,188 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

CITY SECRETARY

MISSION

To facilitate, support, and enhance official council business and communications between the council, staff, press, and the public; and perform official duties of the City Secretary Department.

DESCRIPTION

The City Secretary’s Office is under contract with the City Council in compliance with the City Charter. The City Secretary is responsible for the following six areas: City Council agendas, meetings, and minutes; elections; customer service; open records requests; records management; and Board and Commission agendas and appointments.

GOALS AND OBJECTIVES

- Records Management – Update current management schedules to comply with State’s recommendations. Provide more records on the City’s website to reduce number of open record requests.
- Boards/Commission – Continue the 2010 established application fair for citizens and volunteer participation and the Annual Volunteer Appreciation Banquet.
- Alcohol Permitting – Continue to track all alcohol permits to ensure that all fees are paid promptly to the City.
- Open Records Requests – Continue providing the responsive documents to the requestor in a timely manner.
- Departmental – Create opportunities to improve efficiencies and effectiveness.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Council meetings (Agendas/minutes prepared) | 47 | 45 | 49 | 45 | 45 |
| Boards and Commission Agendas posted | 118 | 100 | 110 | 100 | 100 |
| Number of Council items processed | 206 | 155 | 175 | 155 | 155 |
| Elections conducted | 4 | 0 | 0 | 1 | 1 |
| Legal Notices | 38 | 40 | 43 | 40 | 40 |
| Alcohol new permits | 6 | 3 | 7 | 3 | 3 |
| Alcohol renewals | 35 | 31 | 34 | 34 | 34 |
| Record requests (public) | 247 | 200 | 255 | 200 | 200 |
| Records boxes destroyed | 366 | 350 | 386 | 350 | 350 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

CITY SECRETARY

FY 2012 HIGHLIGHTS

- Updated the City's Records Management Retention Schedule.
- Rowlett Code of Ordinances was recodified.
- Established and implemented policy change for all board and commission agendas.
- Conducted in-house training for document imaging system.
- Implemented new voting equipment for the Council Chambers.
- Deputy City Secretary applied for and received two scholarships for recertification training.
- Received 223 record boxes for archiving and destroyed 386 archived boxes according to the Record Retention Schedule.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

CITY SECRETARY

FINANCIAL SUMMARY

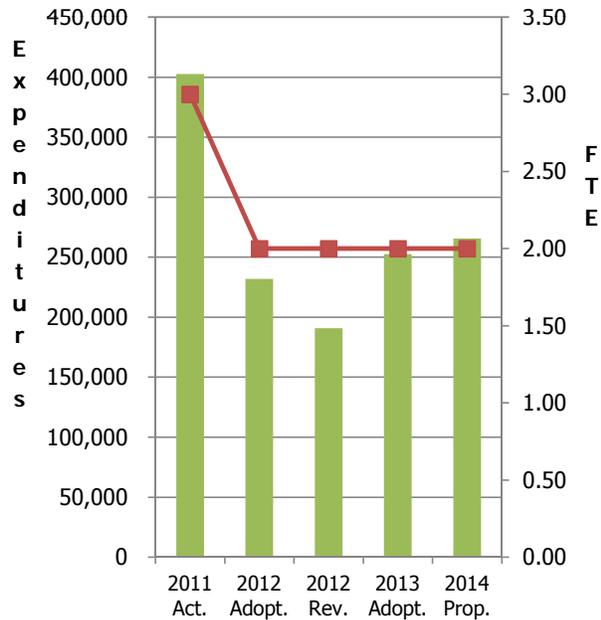
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 337,461 | \$ 188,774 | \$ 147,774 | \$ 147,774 | \$ 192,221 | \$ 199,075 |
| Supplies | 1,706 | 2,725 | 2,725 | 2,725 | 4,217 | 4,217 |
| Purchase Services | 63,540 | 40,424 | 40,424 | 40,424 | 56,229 | 62,329 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 402,707 | \$ 231,923 | \$ 190,923 | \$ 190,923 | \$ 252,667 | \$ 265,621 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 3.00 | \$ 402,707 |
| 2012 Adopt. | 2.00 | \$ 231,923 |
| 2012 Rev. | 2.00 | \$ 190,923 |
| 2013 Adopt. | 2.00 | \$ 252,667 |
| 2014 Prop. | 2.00 | \$ 265,621 |

Note:
Administrative Assistant position moved to the Citizen Action Center in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FINANCE ADMINISTRATION

MISSION

To provide high quality financial leadership, promote fiscal responsibility, instill public confidence, and make customers our number one priority. Critical principles related to this mission are as follows:

- Provide timely and accurate financial information to stakeholders; and
- Comply with regulatory agencies and bond covenants regarding financial management, accounting and control; and
- Utilize best practices to meet or exceed industry standards of financial management and reporting; and
- Be a resource to City managers on financial matters, operational performance and customer service; and
- Be a role model in the City organization for business management, ethical values and organizational performance; and
- To treat every citizen and employee as a priority customer.

DESCRIPTION

Finance Administration provides high quality and strategic leadership for the entire organization. It provides fiduciary oversight, advocates high level customer service, and promotes public accountability and transparency. Responsibilities under the Department of Financial Services are Accounting, Budget, Meter Services, Municipal Court, Purchasing, Revenue, & Treasury.

GOALS AND OBJECTIVES

- Research and evaluate operational efficiency opportunities, including but not limited to, automation of processes.
- Develop reporting mechanism to other departments providing detailed analysis of revenues generated by those departments.
- Complete monthly economic dashboard report.
- Research long-term options related to employee benefits.
- Study tax increment financing district to determine appropriate allocation of property taxes.
- Continued to evaluate outsourcing and managed competition opportunities.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FINANCE ADMINISTRATION

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Produce and present high quality financial report by the end of each month | 12 | 12 | 12 | 12 | 12 |
| Win GFOA Award for Excellence in Financial Reporting | Yes | Yes | Yes | Yes | Yes |
| Win GFOA Award for Distinguished Budget Presentation | Yes | Yes | Yes | Yes | Yes |

FY 2012 HIGHLIGHTS

- Received the GFOA Award for Excellence in Financial Reporting for the eighth year in a row
- Received the GFOA Award for Distinguished Budget Presentation for the eighth year in a row

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

FINANCE ADMINISTRATION

FINANCIAL SUMMARY

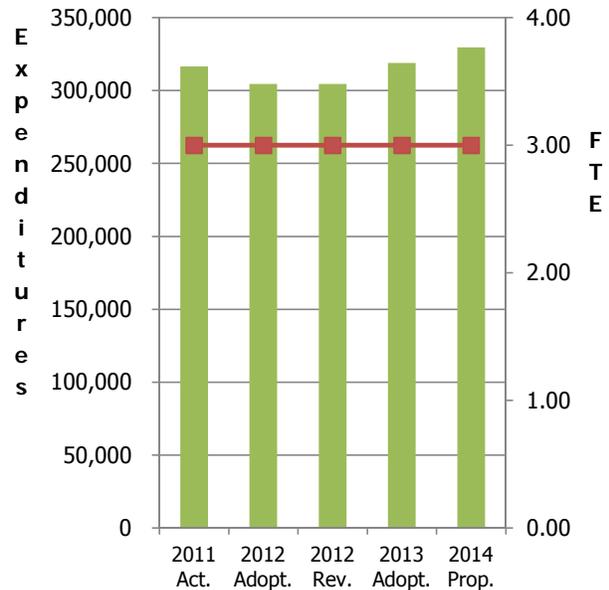
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 280,513 | \$ 282,415 | \$ 282,415 | \$ 282,415 | \$ 297,832 | \$ 308,677 |
| Supplies | 13,957 | 1,250 | 1,250 | 1,250 | 2,250 | 2,250 |
| Purchase Services | 22,061 | 20,786 | 20,786 | 20,786 | 18,752 | 18,752 |
| Capital Outlay | | - | - | - | - | - |
| Total | \$ 316,531 | \$ 304,451 | \$ 304,451 | \$ 304,451 | \$ 318,834 | \$ 329,679 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 3.00 | \$ 316,531 |
| 2012 Adopt. | 3.00 | \$ 304,451 |
| 2012 Rev. | 3.00 | \$ 304,451 |
| 2013 Adopt. | 3.00 | \$ 318,834 |
| 2014 Prop. | 3.00 | \$ 329,679 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

ACCOUNTING

MISSION

To provide high quality financial accounting services, promote and enforce practices that further fiscal responsibility, and make our internal/external customers and citizens our number one priority.

DESCRIPTION

The Accounting Division is responsible for the accurate and timely recordation of the collection and disbursement of City funds and the reporting of these transactions in accordance with Generally Accepted Accounting principles (GAAP). The Division’s responsibilities include payroll, accounts payable, accounts receivable, fixed assets, grants, capital projects, financial reporting, audit compliance, and the general ledger.

GOALS AND OBJECTIVES

- Continue to perform reconciliations for all bank accounts on a monthly basis and prepare corresponding entries in the general ledger.
- Continue to evaluate policies and procedures in conjunction with systems flow analysis and ensure proper internal controls.
- Evaluate performance measures to ensure the right things are measured to reflect the division.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Obtain an unqualified (clean) opinion from outside auditors | Yes | Yes | Yes | Yes | Yes |
| Limit audit findings through proper planning and execution of duties | 0 | 0 | 0 | 0 | 0 |

FY 2012 BUDGET HIGHLIGHTS

- Obtained an unqualified (clean) opinion from the City’s external auditors with no significant audit findings
- Completed the five year rotation process required by City Charter to evaluate and contract with a new audit firm to perform services for fiscal years 2012 through 2016

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

ACCOUNTING

- Maintained a high quality credit rating of Aa and AA- from Moody and S&P, respectively, denoting very low credit risk for debt obligations
- Distributed monthly budget revenue and expenditure reports, on average, by the 15th of the following month

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

ACCOUNTING

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 311,061 | \$ 318,770 | \$ 318,770 | \$ 318,770 | \$ 308,389 | \$ 320,398 |
| Supplies | 3,877 | 3,855 | 3,855 | 3,855 | 3,400 | 3,400 |
| Purchase Services | 218,345 | 187,234 | 187,234 | 187,234 | 203,639 | 249,966 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 533,283 | \$ 509,859 | \$ 509,859 | \$ 509,859 | \$ 515,428 | \$ 573,764 |

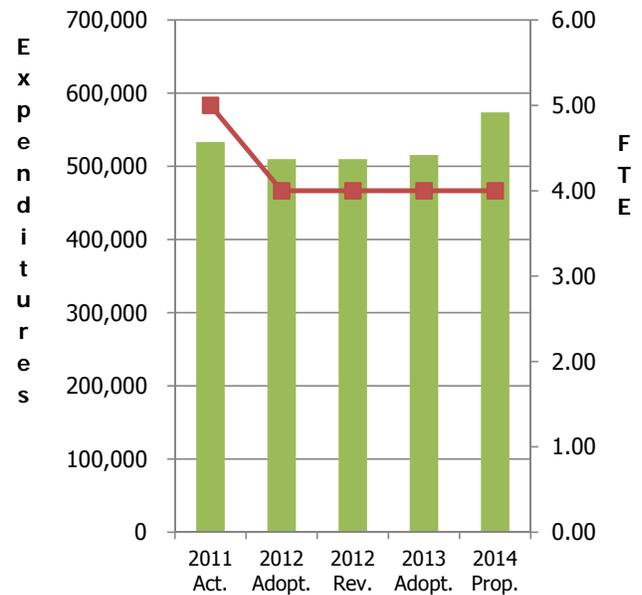
POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 5.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 5.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 5.00 | \$ 533,283 |
| 2012 Adopt. | 4.00 | \$ 509,859 |
| 2012 Rev. | 4.00 | \$ 509,859 |
| 2013 Adopt. | 4.00 | \$ 515,428 |
| 2014 Prop. | 4.00 | \$ 573,764 |

Notes:
Accounting Specialist I position is eliminated in FY 2012.

Additional funding is included in FY 2014 to purchase new financial system software.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

MUNICIPAL COURT

MISSION

To process and adjudicate cases accurately and timely. Assist the public in a positive and courteous manner that assures fair and quality service. Provide professional court proceedings that follow applicable laws and ensure the rights of all individuals are observed.

DESCRIPTION

Municipal Court processes and adjudicates class "C" misdemeanor criminal cases which occur within the territorial limits of the City. Class "C" misdemeanors include Transportation Code, Penal Code, Education Code, Health and Safety Code, Alcoholic Beverage Code and the Code of Ordinances for the City of Rowlett. Examples of crimes that the court processes include: Transportation Code-Speeding, Penal Code-Disorderly Conduct, Education Code-Disruption of Class, Health and Safety Code-Minor Possession Tobacco, Alcoholic Beverage Code-Minor Possession Alcohol and City of Rowlett Code of Ordinances-Animal at Large. The Municipal Court also provides magistrates for the police department for Juvenile warnings, adult arraignments, issuance of search warrants, emergency protective orders and issuance of Class "B" and Class "A" misdemeanor and felony warrants.

GOALS AND OBJECTIVES

- Demonstrate commitment to employee development and growth.
- Utilize technology to create more efficient processes.
- Maintain Court staffing level to effectively and efficiently provide for necessary core services.
- Ensure all court revenue is correctly collected and forwarded to the proper state agencies and city accounts.
- Maintain accurate statistical records for reports to State agencies and City Departments.
- Continue to attend Training Conferences/Classes to maintain Certification Levels as well as keeping abreast with Legislative Updates/Changes, Case Law, Statutes, Attorney Generals Opinions and duties of the clerk for Municipal Court.
- Continue to work with the Warrant Division to improve warrant collections.
- Participate in Regional Warrant Round Up programs.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

MUNICIPAL COURT

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Number of days between court date and issuance date of warrant(s). | 14 | 14 | 14 | 14 | 14 |
| Percent of citations entered within 48 hours of issuance | N/A | 95% | 100% | 100% | 100% |

FY 2012 HIGHLIGHTS

- Department maintained efficiency of the Court.
- Worked closely with warrant clerk to maintain efficiencies in warrant collections.
- Maintained monthly reports showing work flow within the department.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

MUNICIPAL COURT

FINANCIAL SUMMARY

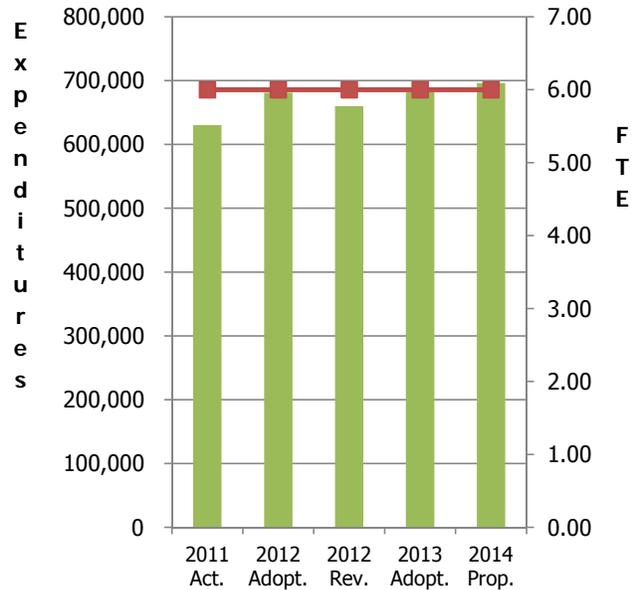
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 330,831 | \$ 355,110 | \$ 334,110 | \$ 334,110 | \$ 353,840 | \$ 368,404 |
| Supplies | 3,140 | 4,700 | 4,700 | 4,700 | 4,700 | 4,700 |
| Purchase Services | 296,151 | 321,190 | 321,190 | 321,190 | 323,190 | 323,190 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 630,122 | \$ 681,000 | \$ 660,000 | \$ 660,000 | \$ 681,730 | \$ 696,294 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 6.00 | \$ 630,122 |
| 2012 Adopt. | 6.00 | \$ 681,000 |
| 2012 Rev. | 6.00 | \$ 660,000 |
| 2013 Adopt. | 6.00 | \$ 681,730 |
| 2014 Prop. | 6.00 | \$ 696,294 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PURCHASING

MISSION

To ensure quality products and services are provided on a timely basis at competitive prices and with the highest ethical standards of conduct.

DESCRIPTION

The Purchasing Division is responsible for the acquisition of goods and services for the City, including managing bids, quotes, and requests for proposals; promoting the use of established purchasing practices and conducting purchasing in accordance with Texas Local Government Code and Rowlett's purchasing policies and procedures; establishing annual contracts, bids and inter-local cooperative purchasing agreements; administer the procurement card program; process CIP pay applications and blanket POs; assist departments in developing specifications which ensure competitive bids; maintain central vendor files; prepare agenda items; and coordinate surplus/salvage goods for auction.

GOALS AND OBJECTIVES

- To maximize resources utilizing cooperative purchasing agreements with other governmental entities.
- To provide purchasing management and support to departments and supplies in a timely and cost effective manner.
- To provide quality bid documents and promote positive supplier relationships in all phases of the purchasing cycle.
- To utilize best practices to meet or exceed industry standards of financial management and reporting.
- To be a resource to City managers on financial matters, operational performance and customer service.
- To enhance customer service to vendors wanting to conduct business with the City.
- To enhance employee culture and morale by conducting annual training on purchasing, accounts payable, procurement card program and accounting procedures.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-----------------|-------------------|-----------------|-----------------|-----------------|
| Number of annual contracts and contract renewals | 44 | 20 | 27 | 20 | 20 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PURCHASING

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Number and value of products and services acquired through inter-local agreements | 86 \$1,614,583 | 70 \$1,000,000 | 114 \$2,509,765 | 70 \$1,000,000 | 70 \$1,000,000 |
| Number of procurements delayed due to rebids and vendor protests | 2 | <4 | 0 | <4 | <4 |
| Close Purchasing Inventory by 5 th working day of the month | N/A | N/A | N/A | 100% | 100% |
| Process completed requisitions in amounts less than \$15,000 within 3 working days | N/A | N/A | N/A | 100% | 100% |

FY 2012 HIGHLIGHTS

- Major Request for Proposals (RFPs): Solid Waste Collections & Disposal, Depository & Merchant Card Services, Auditing Services
- Capital Leases: Computers, Water Meters, Fire truck, Ambulance
- Interlocal Agreements (ILAs): Garland ISD, City of Frisco, City of Coppell
- Bids: Vehicle Purchases \$250,000+, 3 Motorcycles
- Coordination of Bids Major Construction: Katy Park Construction, Martin Drive Reconstruction, Kyle Road Improvements, Chiesa Road Drainage Improvements, Merritt Road Improvements

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

PURCHASING

FINANCIAL SUMMARY

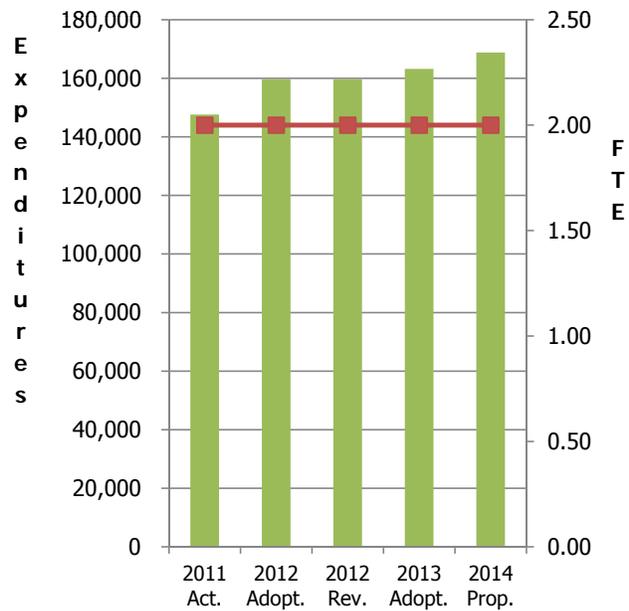
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 132,209 | \$ 138,941 | \$ 138,941 | \$ 138,941 | \$ 142,461 | \$ 148,094 |
| Supplies | 2,383 | 2,380 | 2,380 | 2,380 | 2,380 | 2,380 |
| Purchase Services | 13,033 | 18,342 | 18,342 | 18,342 | 18,342 | 18,342 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 147,625 | \$ 159,663 | \$ 159,663 | \$ 159,663 | \$ 163,183 | \$ 168,816 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 147,625 |
| 2012 Adopt. | 2.00 | \$ 159,663 |
| 2012 Rev. | 2.00 | \$ 159,663 |
| 2013 Adopt. | 2.00 | \$ 163,183 |
| 2014 Prop. | 2.00 | \$ 168,816 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

INFORMATION TECHNOLOGY

MISSION

Information Technology is dedicated to providing high-quality professional service and support in all areas related to technology for our citizens, the public, and city staff.

DESCRIPTION

Information Technology is responsible for providing strategic direction, acquisition, project management, service and support for all major computer systems, microcomputer systems, local/wide area networks, web services, and telecommunication systems throughout the City.

GOALS AND OBJECTIVES

- Create an organization that embraces innovation and creates opportunities to improve efficiencies & effectiveness.
 - To eliminate duplicative technology.
 - To replace desktop and laptop computers on a 3 year lease renewal program.
 - To investigate and implement outsourcing of applications where feasible.
 - To continue to be a strategic partner with the departments in order to meet the City's goals.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Percentage of priority one tickets closed in 1 day | 90% | 90% | 81% | 90% | 90% |
| Percentage of priority two tickets closed in 3 days | 85% | 85% | 78% | 85% | 85% |
| Percentage of time IT-supported servers are available | 99% | 99% | 100% | 99% | 99% |
| Percentage of time the network is available | 100% | 100% | 100% | 100% | 100% |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

INFORMATION TECHNOLOGY

FY 2012 HIGHLIGHTS

- Replaced 41 laptops citywide as part of a three year program to replace all desktop computers and laptops.
- Completed and implemented a new police computer aided dispatch system that replaced all related technology within the police department. This project included adding new software for the Fire department and a new ticket writer for the police department. In addition, ten toughbooks were purchased for the Fire department to implement with their new software.
- Purchased and launched *Blackboard Connect*, a new citizen notification service that contacts citizens and businesses with personalized information via phone, text message and/or email within minutes.
- Replaced existing managed T-1 connection at the Library and at City Hall with Time Warner Cable Internet service. Also replaced two Verizon PRI's with two PRIs with CBeyond. Changing out these four items are expected to save the city \$60,000 over three years.
- Created SharePoint Communication's Work Order Site/System.
- Added Office 2010 to the Library's PC Lab.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

INFORMATION TECHNOLOGY

FINANCIAL SUMMARY

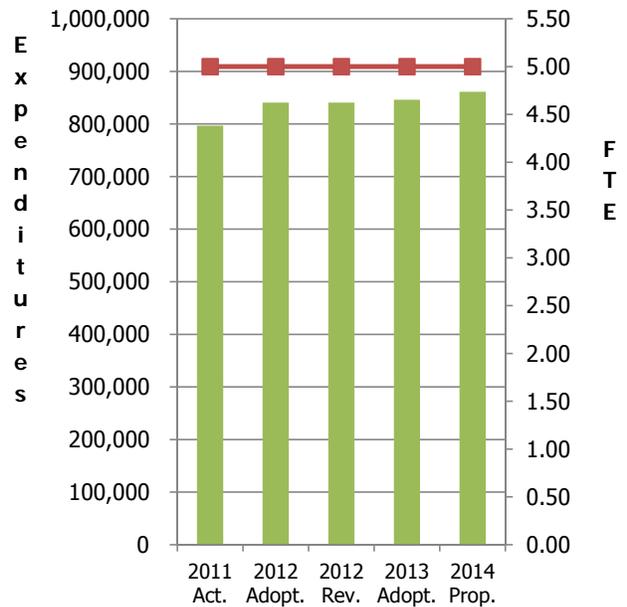
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 310,474 | \$ 413,415 | \$ 413,415 | \$ 413,415 | \$ 397,877 | \$ 413,211 |
| Supplies | 3,732 | 1,520 | 1,520 | 1,520 | 2,120 | 2,120 |
| Purchase Services | 453,441 | 425,675 | 425,675 | 425,675 | 445,984 | 445,984 |
| Capital Outlay | 29,250 | - | - | - | - | - |
| Total | \$ 796,897 | \$ 840,610 | \$ 840,610 | \$ 840,610 | \$ 845,981 | \$ 861,315 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 5.00 | \$ 796,897 |
| 2012 Adopt. | 5.00 | \$ 840,610 |
| 2012 Rev. | 5.00 | \$ 840,610 |
| 2013 Adopt. | 5.00 | \$ 845,981 |
| 2014 Prop. | 5.00 | \$ 861,315 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

POLICE

MISSION

We at the Rowlett Police Department are committed to enhancing our relationship with our community through citizen engagement and aggressive crime prevention, which will promote a safe community that enhances the quality of life for all.

DESCRIPTION

The Rowlett Police Department is a professional law enforcement agency which provides quality police services to the citizens of Rowlett through proactive preventive patrol, crime prevention education, criminal investigations, and a problem solving approach to policing.

GOALS AND OBJECTIVES

- Build camaraderie, trust and pride.
- Celebrate successes of the organization.
- Improve Physical Fitness/Wellness Program.
- Modify General Orders to reflect the Texas Police Chiefs Recognition Program.
- Conduct training and implement new performance evaluation tool.
- Instill Proactive Code Enforcement by all employees.
- Partner with the Fire Department to enhance and improve the effectiveness of the Police Honor Guard.
- Standardize fitness requirements that will apply to entry level positions as well as all sworn personnel through implementation of the LEOPARD Fitness Course.
- Continue to promote proactive code enforcement throughout the city by all police personnel.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Average Response time for Priority One calls (Police) | 6:09 | 6:00 | 5:63 | 5:63 | 5:63 |
| Average response time for all Police calls | 11:08 | 11:00 | 11:14 | 11:00 | 11:00 |
| Volunteer Hours | 3,231 | 6,000 | 6,323 | 6,400 | 6,400 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

POLICE

FY 2012 HIGHLIGHTS

- Implemented new Public Software System
- Hired new Communications Manager to fill newly created position
- Updated Higher Ground call monitoring system for Communications Center
- Filled newly created Detention Supervisor position for the Jail
- Added Hand Held Ticket Writers to Patrol Division
- New Police Chief, Mike Brodnax came on board
- Replaced the video system in the Detention Center
- Implemented Pro QA (Emergency Medical Dispatching) in the Communications Center
- Increased Volunteers in Police Service (VIPS) by fifteen bringing the number of VIPS to thirty five

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

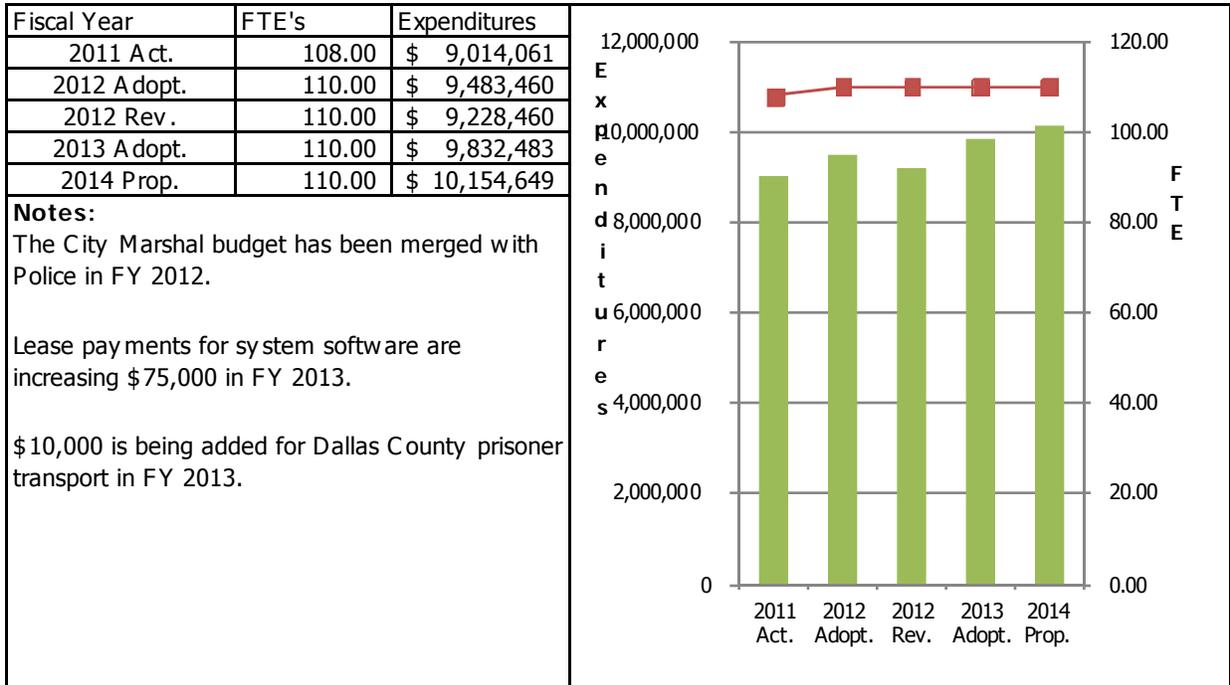
POLICE

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 8,012,261 | \$ 8,472,636 | \$ 8,217,636 | \$ 8,146,398 | \$ 8,737,779 | \$ 9,059,945 |
| Supplies | 288,716 | 291,163 | 291,163 | 291,163 | 319,343 | 319,343 |
| Purchase Services | 388,436 | 469,661 | 469,661 | 469,661 | 525,361 | 525,361 |
| Capital Outlay | 324,648 | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| Total | \$ 9,014,061 | \$ 9,483,460 | \$ 9,228,460 | \$ 9,157,222 | \$ 9,832,483 | \$ 10,154,649 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|---------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 105.00 | 107.00 | 107.00 | 107.00 | 107.00 | 107.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Total | 108.00 | 110.00 | 110.00 | 110.00 | 110.00 | 110.00 |



**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

CITY MARSHAL

FINANCIAL SUMMARY

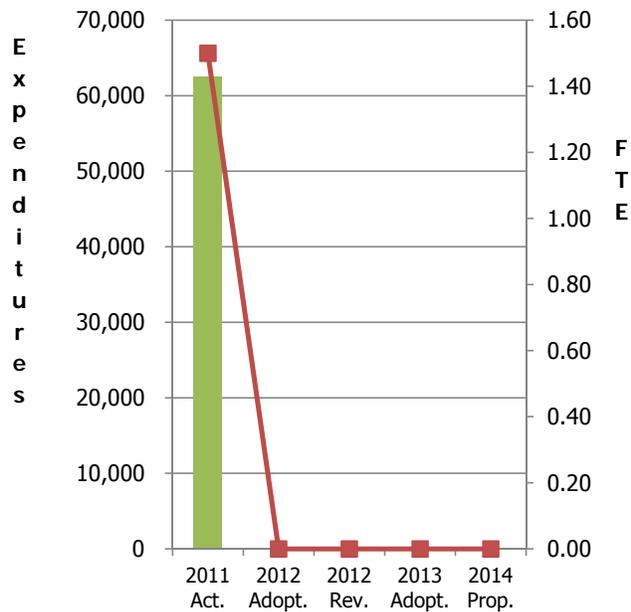
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 53,644 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | 1,003 | - | - | - | - | - |
| Purchase Services | 7,891 | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 62,538 | \$ - | \$ - | \$ - | \$ - | \$ - |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 1.00 | - | - | - | - | - |
| Continuous Part-Time | 0.50 | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 1.50 | - | - | - | - | - |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 1.50 | \$ 62,538 |
| 2012 Adopt. | - | \$ - |
| 2012 Rev. | - | \$ - |
| 2013 Adopt. | - | \$ - |
| 2014 Prop. | - | \$ - |

Notes:
The City Marshal budget has been merged with Police in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FIRE

MISSION

To protect the lives and property of the community we serve from fire, and to minimize suffering and injury from accident or illness.

DESCRIPTION

Rowlett Fire Rescue Operations provides emergency and non emergency services to an area of 21 square miles. Twenty-three firefighters per shift staff four strategically located stations on a twenty-four hour basis, responding to over 4,000 incidents annually. Four Advanced Life Support Paramedic Engines and three Mobile Intensive Care Unit ambulances operating out of four strategically placed fire stations provide fire and EMS service to Rowlett's citizens, businesses and visitors. Fire Rescue's primary focus is to provide emergency services in the areas of fire suppression, specialized rescue and emergency medical services in less than 5 minutes, once notified of the event. Common emergency response areas include building fires, fire alarms, and vehicle accidents involving injuries and/or extrication, injured and sick citizens and hazardous materials incidents. Fire Rescue has long been identified as the agency to call when in doubt, and as a result Fire Rescue is often called to assist citizens in non-emergency situations. Firefighters respond to a variety of good intent, animal rescue, assisting the disabled and elderly, installing infant car seats, smoke detectors and batteries. The Fire Marshal's Office conducts annual fire prevention inspections in all commercial occupancies and investigates the cause and origin of all fires. Emergency Management is operated out of the Fire Administration offices and is responsible for the maintenance of the Emergency Operations Plan and the operation of the Emergency Operations Center located at Fire Station 1.

GOALS AND OBJECTIVES

- Improve safety and reduce hazards in commercial occupancies by increasing the efficiency and effectiveness of the fire inspection program.
- Evaluate staffing and apparatus placement.
 - Conduct an in-house study of staffing and apparatus placement.
- Raise the level of emergency preparedness and the emergency operation plan to Advanced.
 - Conduct training in emergency operations for all department directors and familiarize them with the Emergency Operations Plan.
 - Conduct two table top exercises to ensure emergency preparedness is at the proper level. Exercises will be conducted prior to the spring and winter storm seasons.
- Implement a pre-fire planning program.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FIRE

- New construction will be pre planned as it attains occupancy status. Existing pre plans will be reviewed on an annual basis and updates as necessary. Information is being collected and transferred to the Firehouse database for access on each apparatus.
- Increase department outreach to the citizens and involvement with community activities.
 - Provide opportunities for citizens to participate in emergency preparedness, including conducting a Citizens Fire Academy during the current fiscal year.
- Rowlett Fire Rescue will provide proactive support for neighborhood improvement programs.
 - Increase the knowledge base in the operations division and establish a sense of responsibility for the neighborhoods surrounding each Fire Station.
 - Operations personnel will continue to identify and report code violations.
- Improve neighborhood safety.
 - All fire hydrants will be tested on an annual basis.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Fire Loss in \$1000s | 805 | 2,000 | 630 | 750 | 750 |
| Response Time Priority 1 Calls | 5.52 | 5.00 | 5.00 | 5.00 | 5.00 |
| Structure Fires | 40 | 40 | 43 | 45 | 50 |
| Number of Fires Confined to Room of Origin | 30 | 30 | 32 | 30 | 30 |
| Percentage of Fires Confined to Room of Origin | 75% | 65% | 74% | 67% | 60% |

FY 2012 HIGHLIGHTS

- Battalion Chiefs were implemented in the Operations Division. On scene tactical supervision is now in place 24/7/365. Two captains were promoted and one deputy chief was laterally moved to fill these positions. This resulted in a total of six promotions and two new hires for the department.
- The opening of the PGBT and the impending opening of the DART Blue Line caused Rowlett Fire Rescue to reassess the response procedures and the automatic response to Lake Ray Hubbard in the City of Dallas. Accordingly, lake rescue and response operations on Lake Ray Hubbard were returned to Dallas Fire Rescue in November 2011. Rowlett Fire personnel will continue to receive training for lake rescue operations and will respond to the lake when we receive a mutual aid call from the City of Dallas.
- Early Warning siren expansion. The Early Warning Siren system was studied, and siren reach and noise levels were measured. Two additional sirens were installed and one

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FIRE

existing siren was relocated as a result of the study. Siren coverage in Rowlett is now 100%.

- Community Outreach – Community outreach continues at record levels. Over 6300 citizen contacts have been made by fire Rescue personnel in the first half of FY 2012.
- The RACES Skywarn group was reorganized during FY 2012 to provide better coverage during storm events and to revitalize the group in an attempt to attract new members.
- Medic 4 has been placed in service at Fire Station 4 at Rowlett Rd. and Hickox Rd. One of our reserve MICUs is now manned at Station 4 whenever we exceed minimum manning on personnel. This adds a fourth MICU to our coverage and reduces the wear and maintenance on Truck 4 by eliminating its first response function on emergency medical calls.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

FIRE

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 7,065,726 | \$ 6,810,063 | \$ 6,855,683 | \$ 6,855,683 | \$ 7,101,765 | \$ 7,359,390 |
| Supplies | 265,365 | 261,990 | 261,990 | 261,990 | 263,490 | 263,490 |
| Purchase Services | 562,847 | 680,498 | 680,498 | 680,498 | 738,022 | 738,022 |
| Capital Outlay | | - | - | - | - | - |
| Total | \$ 7,893,938 | \$ 7,752,551 | \$ 7,798,171 | \$ 7,798,171 | \$ 8,103,277 | \$ 8,360,902 |

POSITION SUMMARY

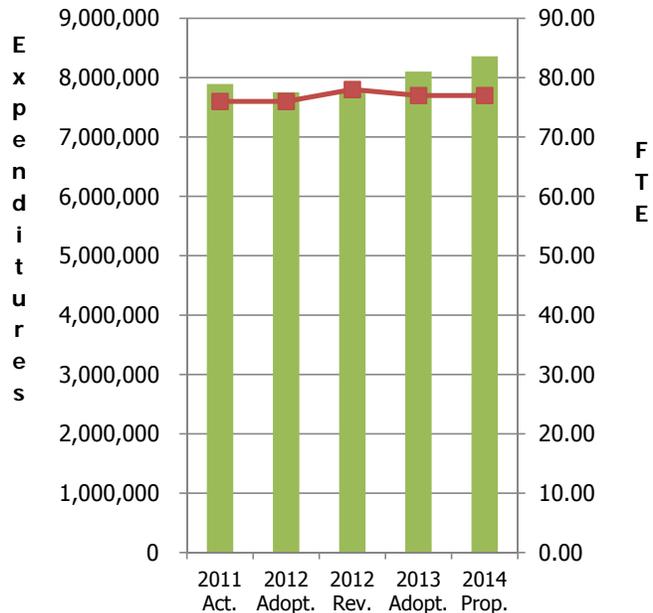
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 76.00 | 76.00 | 78.00 | 78.00 | 77.00 | 77.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 76.00 | 76.00 | 78.00 | 78.00 | 77.00 | 77.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 76.00 | \$ 7,893,938 |
| 2012 Adopt. | 76.00 | \$ 7,752,551 |
| 2012 Rev. | 78.00 | \$ 7,798,171 |
| 2013 Adopt. | 77.00 | \$ 8,103,277 |
| 2014 Prop. | 77.00 | \$ 8,360,902 |

Notes:
Deputy Chief position was reclassified to Battalion Chief during FY 2012 and two Battalion Chief positions were added.

Deputy Fire Marshal position was eliminated in FY 2013.

Additional \$42,000 is included in FY 2013 for equipment lease payments.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

ANIMAL SERVICES

MISSION

Animal Services is responsible for the enforcement of the City's Animal Control Ordinances and the Texas Health and Safety codes which pertain to the control, care, and regulation of animals.

DESCRIPTION

Primary functions are to safeguard the public's health and safety and to ensure responsible supervision and humane treatment for all animals within our jurisdiction.

GOALS AND OBJECTIVES

- Build Camaraderie, trust and pride
- Celebrate successes of the organization
- Improve Physical Fitness/Wellness Program
- Maintain 80/85% animal adoption rate
- Participate in Proactive Code Enforcement by all employees

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|-----------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Number of animals impounded | 1,279 | 1,765 | 1,175 | 1,275 | 1,275 |
| % of redemptions | 28% | 23.7% | 28.5% | 29.4% | 29.4% |
| % of adoptions | 36.9% | 38.5% | 48% | 45.8% | 45.8% |
| % euthanized | 30.2% | 33.9% | 19.4% | 24.7% | 24.7% |

FY 2012 HIGHLIGHTS

- Conducted four (4) very successful Adoption Events.
- Hosted four (4) low cost vaccination clinics.
- Hosted four (4) low cost micro-chipping events.
- Hired two (2) part time Shelter Attendants, a huge asset on preparing the shelter for opening and caring for all animals.
- Live Release Rate: Each year the Shelter has improved our live release rate - 2010-59%, 2011-69% and 2012-77%.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

ANIMAL SERVICES

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 241,698 | \$ 277,271 | \$ 277,271 | \$ 277,271 | \$ 304,611 | \$ 316,178 |
| Supplies | 41,824 | 38,906 | 38,906 | 38,906 | 38,305 | 38,305 |
| Purchase Services | 108,189 | 89,337 | 89,337 | 89,337 | 89,337 | 89,337 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 391,711 | \$ 405,514 | \$ 405,514 | \$ 405,514 | \$ 432,253 | \$ 443,820 |

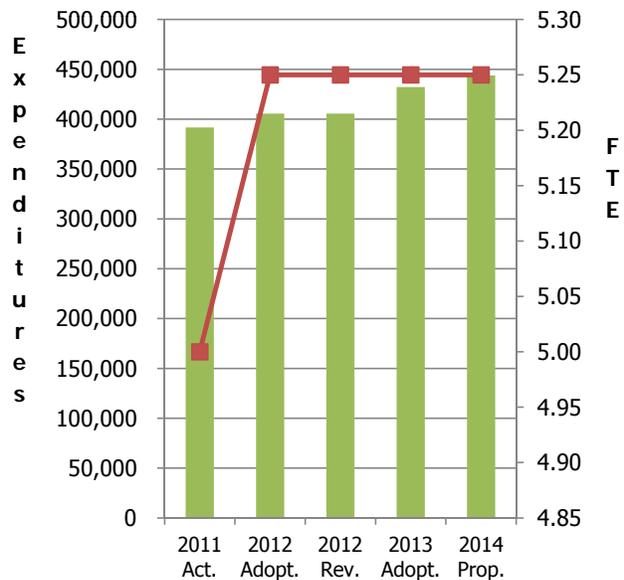
POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |
| Total | 5.00 | 5.25 | 5.25 | 5.25 | 5.25 | 5.25 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 5.00 | \$ 391,711 |
| 2012 Adopt. | 5.25 | \$ 405,514 |
| 2012 Rev. | 5.25 | \$ 405,514 |
| 2013 Adopt. | 5.25 | \$ 432,253 |
| 2014 Prop. | 5.25 | \$ 443,820 |

Notes:
A temporary/seasonal position was added in FY 2012 to help during summer months when volunteers are less available.

Additional funding of \$16,000 is being added to the temporary/seasonal pool of hours in FY 2013.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

BUILDING INSPECTIONS

MISSION

Provides for the health and safety of the community through the development and enforcement of the City's Building Codes, the Code of Ordinances, and other related codes.

DESCRIPTION

Building Inspections is responsible for issuing permits for all new construction, interior finish outs, remodeling, pools, fences, sprinklers, drives, walks, patios, miscellaneous contractors' permits, signs, etc. Building Inspections also inspects all of the above to ensure compliance with the City's Building Codes and Ordinances.

GOALS AND OBJECTIVES

- Employees will provide polite (service with a smile), sincere, prompt, and accurate responses to our customers. This includes being proactive by anticipating questions and asking probing questions to help customers get the answer to their questions.
- All phone calls/emails/walk-in inquires shall be returned with 24 hours with a reasonable deadline set for a response. In most cases this should be no more than 3-5 days.
- All building permit applications will be reviewed and comments provided within 7-10 days.
- We will continually review the International Building Code and Rowlett Development Code to ensure the City is implementing best practices.
- We will continue to track third party inspections to ensure value to our customer.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| All building permit applications will be reviewed and comments provided within 7-10 days | N/A | 10 days | On average 2-3 days | 7 days | 7 days |
| # of single family permits issued | 24 | N/A | 80 | 80 | 80 |
| # of commercial permits | 3 | N/A | 7 | 12 | 12 |
| # of total permits issued (includes cert. of occupancies) | 2,249 | N/A | 2,165 | 2,200 | 2,200 |
| Total revenue collected | \$169,854.85 | N/A | \$283,626.59 | \$250,000 | \$250,000 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

BUILDING INSPECTIONS

FY 2012 HIGHLIGHTS

- Utilized third party building inspections services on a full-time basis. Long-term, this system has the potential to save the tax payers money as the City is only paying for the service when needed.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

BUILDING INSPECTIONS

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 134,996 | \$ 74,030 | \$ 74,030 | \$ 74,030 | \$ 82,362 | \$ 85,481 |
| Supplies | 4,315 | 4,485 | 4,485 | 4,485 | 4,485 | 4,485 |
| Purchase Services | 11,341 | 21,425 | 21,425 | 21,425 | 21,625 | 21,625 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 150,652 | \$ 99,940 | \$ 99,940 | \$ 99,940 | \$ 108,472 | \$ 111,591 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 150,652 |
| 2012 Adopt. | 1.00 | \$ 99,940 |
| 2012 Rev. | 1.00 | \$ 99,940 |
| 2013 Adopt. | 1.00 | \$ 108,472 |
| 2014 Prop. | 1.00 | \$ 111,591 |

Notes:
Building Inspector II position eliminated in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

ENVIRONMENTAL SERVICES

MISSION

To assist the residents of our community in providing an optimum environment conducive to good health, aesthetically pleasing surroundings, and protection of property values in the City of Rowlett.

DESCRIPTION

The Environmental Services Department enforces regulations to a variety of City Codes. The Department consists of Code Enforcement and Health. Code Enforcement's jurisdiction addresses codes on private residential property, and, at times, commercial property. A proactive Code Enforcement program is in place to help maintain and protect property values.

GOALS AND OBJECTIVES

- Improve Physical Fitness/Wellness Program
- Conduct training and implement new performance evaluation tool
- Instill Proactive Code Enforcement by all employees
- Conduct Public Service Announcements to notify citizens about specific health risk.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Total food inspections | 41 | 125 | 177 | 125 | 125 |
| Average # of violations per inspection | 2 | 2 | 2 | 2 | 2 |
| % Critical violations | 39% | 40% | 40% | 40% | 40% |
| % Non-critical violations | 61% | 60% | 60% | 60% | 60% |
| Mosquito complaints | 5 | 17 | 59 | 17 | 17 |
| Code enforcement contacts | 12,025 | 14,000 | 11,777 | 13,000 | 13,000 |
| % voluntary compliance | 94% | 90% | 93% | 90% | 90% |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

ENVIRONMENTAL SERVICES

FY 2012 HIGHLIGHTS

- Air sampling/monitoring of the City of Garland-Hinton Landfill next to Waterview Subdivisions: Daugherty Environmental Services Inc. (DESI) conducted three (3) additional air sampling events to conclude the sampling which occurred in the previous fiscal year.
- West Nile Virus outbreak: Investigated fifty (59) mosquito complaints and conducted six (6) ground application spraying along with two (2) aerial spraying events while partnering with Dallas County Health.
- Nearly 12,000 code cases for the fiscal year while experiencing a vacancy for five months of the year with a voluntary compliance rate of 93%.
- Hired a new code officer in August 2012.
- New Solid Waste Provider-Waste Management: Participated in the RFP process and selection of our new provider and the implementation process of the contract to ensure a smooth transition.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

ENVIRONMENTAL SERVICES

FINANCIAL SUMMARY

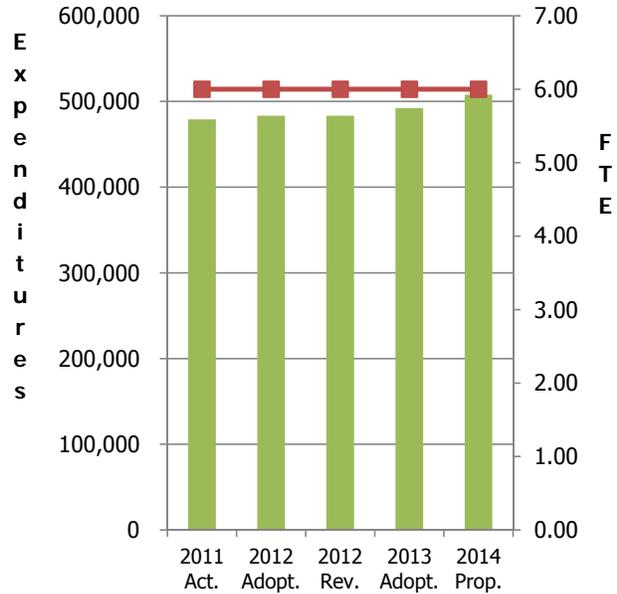
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 386,394 | \$ 377,418 | \$ 377,418 | \$ 377,418 | \$ 386,352 | \$ 401,953 |
| Supplies | 13,207 | 12,978 | 12,978 | 12,978 | 12,978 | 12,978 |
| Purchase Services | 79,513 | 93,026 | 93,026 | 93,026 | 93,026 | 93,026 |
| Capital Outlay | | - | - | - | - | - |
| Total | \$ 479,114 | \$ 483,422 | \$ 483,422 | \$ 483,422 | \$ 492,356 | \$ 507,957 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 6.00 | \$ 479,114 |
| 2012 Adopt. | 6.00 | \$ 483,422 |
| 2012 Rev. | 6.00 | \$ 483,422 |
| 2013 Adopt. | 6.00 | \$ 492,356 |
| 2014 Prop. | 6.00 | \$ 507,957 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PARKS ADMINISTRATION

MISSION

To provide quality customer care for our community by offering the best choices for Parks & Recreation services, promoting a safe, fun, family environment while creating memories and a sense of home.

DESCRIPTION

Provides management and administrative support to the Parks Division, Recreation Division, Wet Zone, Park and Recreation Advisory Board, Senior Advisory Board, Golf Advisory Board, Keep Rowlett Beautiful, Parks Foundation (PARDners) and the sports associations.

GOALS AND OBJECTIVES

- Continue to pursue the values, beliefs and roles documented by the Master Planning Process.
- Continue to improve the levels of satisfaction that the community indicates towards components of the Parks and Recreation Department and towards the Department as a whole.
- Ensure that facilities are maintained both for the safety of the public and also to ensure the longevity of the facilities and amenities.
- Ensure leisure and recreation related opportunities that meet and balance the identified and documented needs and preferences of individuals and groups within the community.
- Provide facilities, programs and services that give all citizens reasonable opportunities to participate in a wide range of recreation activities.
- Ensure the quality of leisure and recreation experience by creating environments and facilities that meet the needs of people and their activities. The Parks and Recreation Department believes the provision of a safe and secure environment enhances the leisure and recreation experience of program participants and facility users.
- The quality of leisure and recreation experience may be affected by the level of use at the facility. Crowding or the perception of crowding may impact the facility use patterns. The Parks and Recreation Department will monitor the carrying capacity and patterns of use for all Parks and Recreation facilities.
- Continue to provide programs that are enjoyable, allow self-expression, provide opportunities for learning, creativity and socialization, provide a reasonable challenge and promote a healthy lifestyle.
- Facilitate, support and/or initiate the development of higher level skill and interest programs.
- Evaluate program and facility scheduling on a regular basis.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PARKS ADMINISTRATION

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Wet Zone Attendance | 50,000 | 52,000 | 52,000 | 54,000 | 55,000 |
| Complete bi- monthly irrigation Audits | N/A | 24 | 24 | 24 | 24 |
| Average response time to Citizen Action Center request | 24 hours | 24 hours | 24 hours | 24 hours | 24 hours |
| Document a bi-monthly playground certification and inspections policy | N/A | 24 | 24 | 24 | 24 |

FY 2012 HIGHLIGHTS

- Completed the median enhancement at Princeton & Dalrock Rd and began the xeriscaping project on Hwy. 66
- Listed four parks as American Heart Association Trails, and installed the new signage at The Nature Area, Pecan Grove, Springfield, and Community Park.
- Installed new soccer field at Community Park complete with irrigation.
- Partnered with Keep Rowlett Beautiful to install Gazebo at Veterans Park and added lights and electrical outlets for future events.
- Worked with la terra studio, the Parks and recreation Advisory Board, Planning and Development, city managers and city council to complete and approve the Scenic Park master plan.
- Worked with Schrickell, Rollins and Associates to complete the build of Katy Park, and partnered with Public Works to complete alleyway on the south side of the park as part of this neighborhood project.
- Detailed labor and budget projections and constant tracking continued to help ensure the Wet Zone Water Park stayed on course to reach its budgetary goals for the season, resulting in a profit for the facility.
- Continued success at the While you Wait Teen Out of School program. Program has moved to Coyle Middle School and is now servicing approximately 2,000 students annually. The department partnered with the Library Department, Police Department, Coyle Middle School, and Rowlett High School. The program provides a physical fitness and arts based program and curriculum for students at Coyle Middle School.
- Partnered with the Senior Advisory Board to hold the third annual Senior Health Fair. The event has over 200 attendees and 40+ vendors.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

PARKS ADMINISTRATION

FINANCIAL SUMMARY

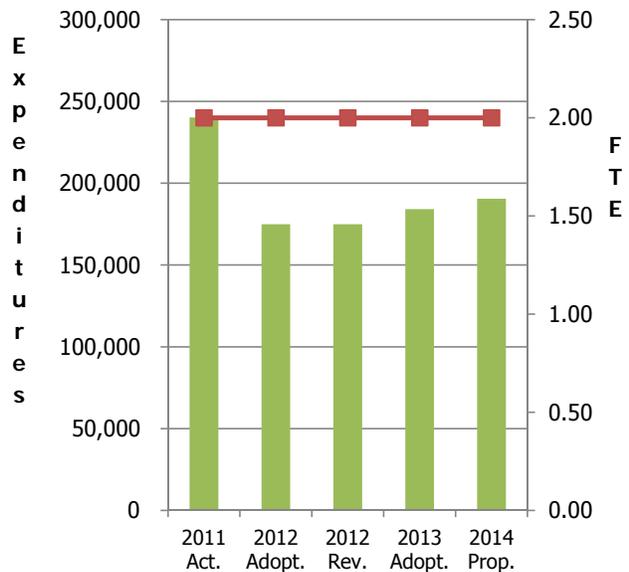
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 216,059 | \$ 157,610 | \$ 157,610 | \$ 157,610 | \$ 163,231 | \$ 169,536 |
| Supplies | 3,955 | 5,809 | 5,809 | 5,809 | 9,443 | 9,443 |
| Purchase Services | 20,147 | 11,534 | 11,534 | 11,534 | 11,534 | 11,534 |
| Capital Outlay | | - | - | - | - | - |
| Total | \$ 240,161 | \$ 174,953 | \$ 174,953 | \$ 174,953 | \$ 184,208 | \$ 190,513 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 240,161 |
| 2012 Adopt. | 2.00 | \$ 174,953 |
| 2012 Rev. | 2.00 | \$ 174,953 |
| 2013 Adopt. | 2.00 | \$ 184,208 |
| 2014 Prop. | 2.00 | \$ 190,513 |

Notes:
Office supply budget was increased to centralize the ordering of office supplies for all Parks divisions in FY 2013.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PARKS MAINTENANCE

MISSION

To create an opportunity to serve citizens with integrity and competence through proper management of city parks, open space, facilities, amenities and recreation services enhancing and promoting the "Quality of Life" for the citizens of our community through an enriching environment.

DESCRIPTION

Park Maintenance Division strives to meet the needs of our citizens by providing a high standard of customer service and offering safe, well maintained grounds, facilities and amenities that are aesthetically pleasing. This division continually strives to improve the variety of recreation and leisure amenities for guests while enhancing the quality of parks, open space and natural areas.

GOALS AND OBJECTIVES

- Create a "Your Park" atmosphere to the citizens by providing trained, helpful, friendly, professional maintenance staff.
- Develop a "Can Do" attitude with staff on providing support for special events and special requests.
- Provide the highest level of maintenance standards possible for the citizens and guests of Rowlett focusing on a consistently safe, clean, aesthetically pleasing recreational environment.
- Enhance level of customer service to citizens through personal interaction and follow through that provides quicker responses and providing accurate information in a timely fashion.
- Continue to train and educate staff on all aspects of maintenance, safety practices, techniques enhancing maintenance quality and productivity.
- Enhance park amenities thorough scheduled routine inspections, repairs and Park Condition Index evaluations.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Average scoring of Park Condition Index | 85% | 85% | 85% | 85% | 85% |
| Average response time to Citizen Action Center request | 24 hours | 24 hours | 24 hours | 24 hours | 24 hours |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PARKS MAINTENANCE

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Document a bi-monthly playground certification and inspections policy | N/A | 24 | 24 | 24 | 24 |
| Complete bi- monthly irrigation audits | N/A | 24 | 24 | 24 | 24 |

FY 2012 HIGHLIGHTS

- Added two new picnic pavilions and installed new retaining wall with a concrete erosion control barrier along with improving other park amenities at Lakeside Park.
- Completed the median enhancement at Princeton & Dalrock Rd and began the xeriscaping project on Hwy. 66
- Installed a new roof on the pavilion at Kids Kingdom.
- Installed new signage for bike path and pedestrian Right of Way at Springfield Park.
- Listed four parks as American Heart Association Trails and installed the new signage at the Nature Area, Pecan Grove, Springfield, and Community Park.
- Installed new soccer field, two new T-Ball/baseball fields, and a warm up area for softball at Community Park complete with irrigation.
- Installed gazebo at Veterans Park and added lights and electrical outlets for future events.
- Re-graded parking area at Springfield parking area with stone.
- Installed pod at Paddle Point Park for kayak trails.
- Installed security gates at East Main and at the Wet Zone field.
- Graded Twin Star Park, added to the existing irrigation system on the north side of the park, and added new security lighting for the safety and security of the park.
- Worked with the Parks and Recreation Advisory Board, Planning and Development, City Managers and City Council to complete and approve the Scenic Park master plan.
- Responsible for all irrigation controllers, and trees in streetscapes along Princeton Road, Rowlett Road, Dalrock Road, Chiesa, Road, Miller Road, Interstate 30 and Highway 66.
- Added a new entrance rock bed at the Community Centre.
- Worked to complete the build of Katy Park and partnered with Public Works to complete alleyway on the south side of the park as part of this neighborhood project.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

PARKS MAINTENANCE

FINANCIAL SUMMARY

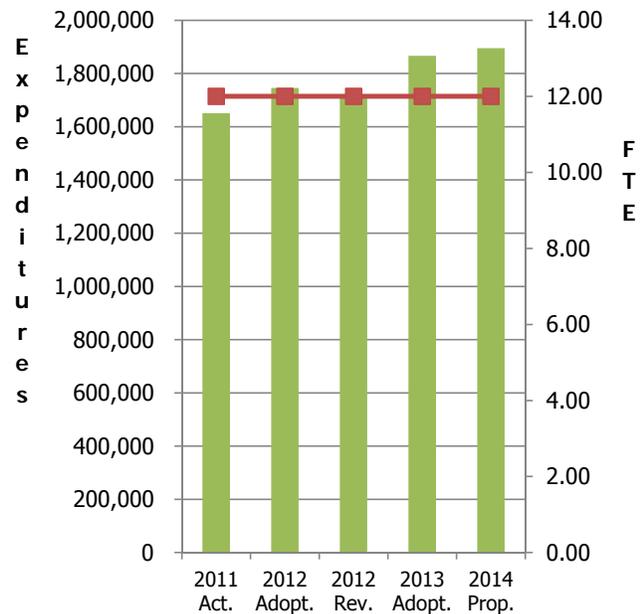
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 659,926 | \$ 661,452 | \$ 635,452 | \$ 635,452 | \$ 682,321 | \$ 710,735 |
| Supplies | 180,962 | 216,597 | 216,597 | 216,597 | 216,597 | 216,597 |
| Purchase Services | 773,295 | 867,867 | 867,867 | 867,867 | 867,867 | 867,867 |
| Capital Outlay | 36,280 | - | - | - | 100,000 | 100,000 |
| Total | \$ 1,650,463 | \$ 1,745,916 | \$ 1,719,916 | \$ 1,719,916 | \$ 1,866,785 | \$ 1,895,199 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 12.00 | \$ 1,650,463 |
| 2012 Adopt. | 12.00 | \$ 1,745,916 |
| 2012 Rev. | 12.00 | \$ 1,719,916 |
| 2013 Adopt. | 12.00 | \$ 1,866,785 |
| 2014 Prop. | 12.00 | \$ 1,895,199 |

Notes:
Additional funding for improvements to parks was added in FY 2013.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

RECREATION

MISSION

To provide quality customer care for our community by offering the best healthy choices for Parks & Recreation services, promoting a safe, fun, family environment while creating memories and a sense of home.

DESCRIPTION

The Rowlett Community Centre enhances public health, wellness and leisure opportunities by providing recreational and cultural activities to Rowlett residents. The Rowlett Community Centre (RCC) provides recreational activities to all ages. RCC services and programs include health and wellness seminars, senior citizen programs, state of the art fitness facilities, two gymnasiums, two racquetball courts, indoor walking track, youth and adult programs, room rentals and special events. The Athletic Division provides community wide adult and youth leisure activities, athletic programs and special events. The Athletics Division assists all sports associations with field maintenance coordination, user group contracts, facility scheduling, athletic programming, tournaments and special events. Community Programs provides recreation opportunities through fitness, education and fun programs. Programs are offered for all ages of the population.

GOALS AND OBJECTIVES

- Increase citizens' awareness of Center for Disease Control standards for the desired level of physical activities in all age groups.
- Provide an increased level of outdoor recreation education and opportunities to take advantage of the natural resources we have available.
- Maintain a high level of satisfactory customer service for Recreation users by providing accurate information in a timely fashion.
- Increase the level of participation in organized Recreation programs by 10% for users between the ages of 11 and 15.
- Increase member retention by 10%.
- Increase the number of new member by 5%.
- Improve communication with the general public regarding the recreational opportunities offered by the Parks and Recreation Department.
- Reach a sustainability goal of 30% by FY2016.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

RECREATION

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|------------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Number of course enrollments | 1,406 | 1,600 | 1,600 | 1,800 | 2,000 |
| # renewed members | 3,376 | 3,500 | 3,500 | 3,800 | 3,800 |
| # of new members | 3,225 | 3,500 | 3,500 | 3,750 | 3,750 |
| # visits at Community Centre | 98,815 | 93,000 | 93,000 | 95,000 | 95,000 |

FY 2012 HIGHLIGHTS

- Increased the number of participants involved in fee based programming for all ages.
- Partnered with the Senior Advisory Board to hold the second annual Senior Health Fair. The event had over 200 attendees and 40+ vendors.
- Continued success at the While you Wait Teen Out of School program. Program has moved to Coyle Middle School and is now servicing approximately 2,000 students annually. The department partnered with the Library Department, Police Department, Coyle Middle School, and Rowlett High School. The program provides a physical fitness and arts based program and curriculum for students at Coyle Middle School.
- Restructured the Community Centre membership in an effort to provide a benefits based model to the membership. Reached the sustainability goal of 54% for FY2012.
- Increased member retention and number of new members at the Rowlett Community Centre.
- Increased membership rates as of December 1, 2011 at the Rowlett Community Centre and extended hours at the Centre to include both extended Saturday hours and added Sunday hours to the schedule.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

RECREATION

FINANCIAL SUMMARY

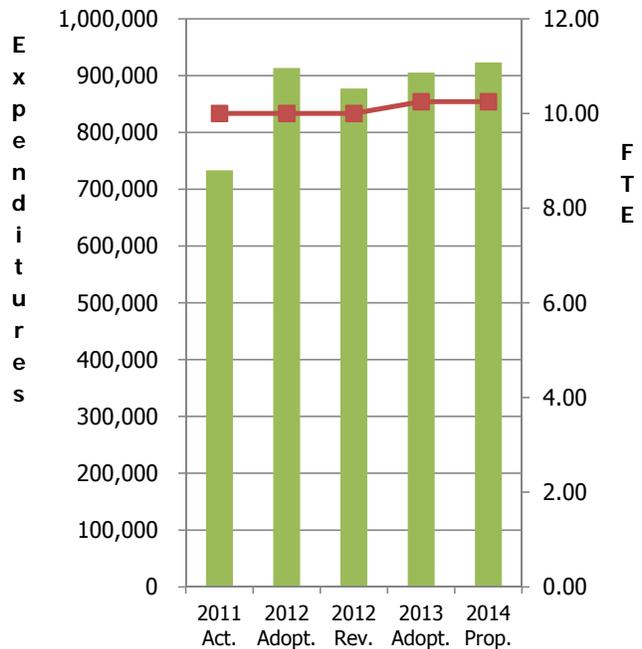
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 401,280 | \$ 502,556 | \$ 466,556 | \$ 466,566 | \$ 493,861 | \$ 511,879 |
| Supplies | 29,593 | 34,563 | 34,563 | 34,563 | 34,563 | 34,563 |
| Purchase Services | 302,331 | 354,196 | 354,196 | 354,196 | 354,696 | 354,696 |
| Capital Outlay | - | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 |
| Total | \$ 733,204 | \$ 913,315 | \$ 877,315 | \$ 877,325 | \$ 905,120 | \$ 923,138 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 6.00 | 6.00 | 6.00 | 6.00 | 6.25 | 6.25 |
| Continuous Part-Time | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Seasonal | - | - | - | - | - | - |
| Total | 10.00 | 10.00 | 10.00 | 10.00 | 10.25 | 10.25 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 10.00 | \$ 733,204 |
| 2012 Adopt. | 10.00 | \$ 913,315 |
| 2012 Rev. | 10.00 | \$ 877,315 |
| 2013 Adopt. | 10.25 | \$ 905,120 |
| 2014 Prop. | 10.25 | \$ 923,138 |

Notes:
Aquatics & Athletics Supervisor funding will be split between Wet Zone and Recreation divisions.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

WET ZONE

MISSION

The Wet Zone Family Water Park provides for the citizens of Rowlett and surrounding communities a water recreation environment focused on family interaction and leisure enjoyment.

DESCRIPTION

The Wet Zone is a family oriented water park facility that offers a safe, clean, fun and friendly environment for families to bring their children. Aside from the daily park operation for guests, the park offers ancillary features for an additional fee to help subsidize the cost of operations. These include water fitness classes, swimming lessons, swim team, and special events. The park offers an inexpensive entertainment option for Rowlett residents and non-residents alike.

GOALS AND OBJECTIVES

- To offer a safe, clean, fun and friendly environment and ensure all state required safety codes are met and exceeded where applicable.
- Increase the number of participants involved in our Learn to Swim program and Swim Team program by 5%. This is an excellent opportunity to touch the lives of over 700 children per summer by teaching lifelong skills of variations of swim.
- To encourage families to reach the GetFit Texas goals of 150 min per week of exercise for adults and 300 minutes per week of exercise for children through our learn to swim, open swim and special events.
- Provide healthier snack options at Haley’s Hunger Hut in addition to our traditional concession type food in accordance with the Center for Disease Control’s “Recommended Community Strategies and measurements to prevent obesity in the United States.”
- Provide at least 1 physical fitness class and a special event targeted to Active Adults (50 & better) participating at Wet Zone Water Park.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Wet Zone Attendance | 50,000 | 52,000 | 52,000 | 54,000 | 55,000 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

WET ZONE

FY 2012 HIGHLIGHTS

- Detailed labor and budget projections and constant tracking continued to help ensure the park stayed on course to reach its budgetary goals for the season, resulting in a profit for the facility.
- Increased numbers of participants in youth and adult fitness type programs (Learn to Swim, Swim Team, Water aerobics) helped our attendees reach their goals of exercise for the week.
- Daily operations and staff adjustments continued to help keep expenses within budget without jeopardizing the future operating capacity of the facility.
- Wet Zone achieved net revenue of over \$20,000 for Summer 2012 which allowed for the much needed updating of mechanical equipment at Wet Zone including the finalization of demolition of KRRRPlunk area, replacement valves, updating drains to meet new standards and replacement of impellers on existing pumps and one new pump.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

WET ZONE

FINANCIAL SUMMARY

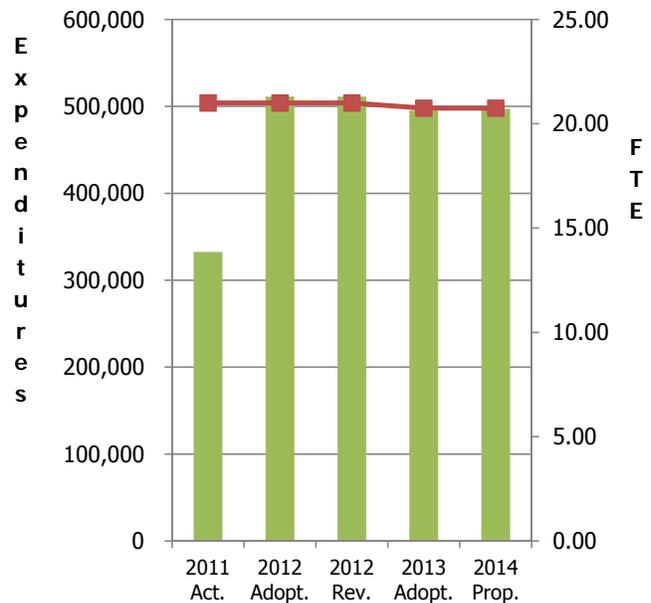
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 197,508 | \$ 282,261 | \$ 282,261 | \$ 282,261 | \$ 266,368 | \$ 268,503 |
| Supplies | 53,807 | 99,925 | 99,925 | 99,925 | 99,925 | 99,925 |
| Purchase Services | 81,249 | 129,040 | 129,040 | 129,040 | 128,920 | 128,920 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 332,564 | \$ 511,226 | \$ 511,226 | \$ 511,226 | \$ 495,213 | \$ 497,348 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 1.00 | 1.00 | 1.00 | 1.00 | 0.75 | 0.75 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 |
| Total | 21.00 | 21.00 | 21.00 | 21.00 | 20.75 | 20.75 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 21.00 | \$ 332,564 |
| 2012 Adopt. | 21.00 | \$ 511,226 |
| 2012 Rev. | 21.00 | \$ 511,226 |
| 2013 Adopt. | 20.75 | \$ 495,213 |
| 2014 Prop. | 20.75 | \$ 497,348 |

Notes:
Aquatics & Athletics Supervisor funding will be split between Wet Zone and Recreation divisions.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

LIBRARY

MISSION

Rowlett Public Library serves as a vital community center to provide free access to information for all people.

DESCRIPTION

The Rowlett Public Library is a service-based department of the City of Rowlett designed to provide library materials, programs, and services to enhance the educational, informational, recreational, and civic life of the residents of the community.

GOALS AND OBJECTIVES

- Select and implement integrated library system (ILS) with capabilities for enriched bibliographic content, remote accessibility, and innovative user/management tools
- Employ marketing and other promotional means to increase number of library visitors, active users, and program attendance
- Expand library program offerings to teens and 'tweens
- Increase technology education programs and use of online resources, including OverDrive
- Continue weeding and collection development
- Continue support for current GED and ESL programs
- Continue adult education programs, including computer instruction for seniors
- Analyze library space utilization for maximized use
- Maintain standards set forth by the Texas State Library & Archives Commission to retain accreditation

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Collection development: items added | 13,161 | 13,800 | 13,663 | 13,800 | 13,800 |
| Collection development: items withdrawn | 32,751 | 7,400 | 6,206 | 7,000 | 7,400 |
| Circulation of materials per capita | 4.8 | 6.0 | 4.8 | 5.0 | 5.0 |
| Visitors & program attendance per capita | 3.5 | 4.2 | 3.4 | 4.0 | 4.0 |
| Active users | 17,809 | 22,700 | 16,066 | 18,000 | 22,700 |
| Reference questions answered | 15,331 | 20,500 | 17,697 | 18,500 | 20,500 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

LIBRARY

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|------------------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Internet use: PC lab & wireless | 35,289 | 42,500 | 36,038 | 40,000 | 40,000 |
| New library card registration | 2,906 | 3,650 | 2,679 | 3,000 | 3,650 |
| Renewed library card registrations | 3,741 | 4,350 | 3,246 | 4,000 | 4,350 |
| Reservations for materials | 13,860 | 18,500 | 13,278 | 14,000 | 15,500 |

FY 2012 HIGHLIGHTS

- Established ILS implementation team and timeline, narrowed vendor options and accomplished significant cleanup of existing Horizon database
- Expanded use of RTN-16 through slides, puppet shows and special videotapings to promoting programs and services; program attendance increased 10% over last year
- Expanded youth programs (Teens in the Library, book trailer contest, Spring Break specials, Summer Reading Program events for `tweens and teens & Library Camps for kids ages 5-10); initiated new technology education programs (Facebook, Craigslist, OverDrive & I Hate My eReader)
- Transitioned to statewide interlibrary network, utilizing Texas Group Catalog, CatExpress and Navigator software; Library is fully accredited by the Texas State Library & Archives Commission for SFY 2013
- Removed and reassigned furnishings in public and staff areas for better uses of existing space; completed re-casing of 5,000 DVDs for ease in patron access and checkout, as well as workroom space savings
- Recruited for vacancies, realigned staffing to create four new positions and initiated cross-training of all staff

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

LIBRARY

FINANCIAL SUMMARY

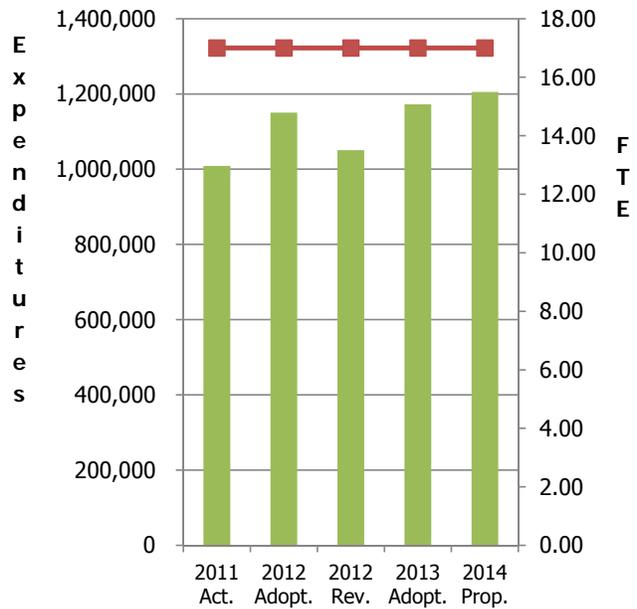
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 705,599 | \$ 870,997 | \$ 770,997 | \$ 770,997 | \$ 892,870 | \$ 925,585 |
| Supplies | 152,511 | 165,846 | 165,846 | 165,846 | 165,846 | 165,846 |
| Purchase Services | 150,738 | 113,688 | 113,688 | 113,688 | 113,688 | 113,688 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 1,008,848 | \$ 1,150,531 | \$ 1,050,531 | \$ 1,050,531 | \$ 1,172,404 | \$ 1,205,119 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |
| Continuous Part-Time | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Seasonal | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Total | 17.00 | 17.00 | 17.00 | 17.00 | 17.00 | 17.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 17.00 | \$ 1,008,848 |
| 2012 Adopt. | 17.00 | \$ 1,150,531 |
| 2012 Rev. | 17.00 | \$ 1,050,531 |
| 2013 Adopt. | 17.00 | \$ 1,172,404 |
| 2014 Prop. | 17.00 | \$ 1,205,119 |

Notes:



**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

COMMUNICATIONS

FINANCIAL SUMMARY

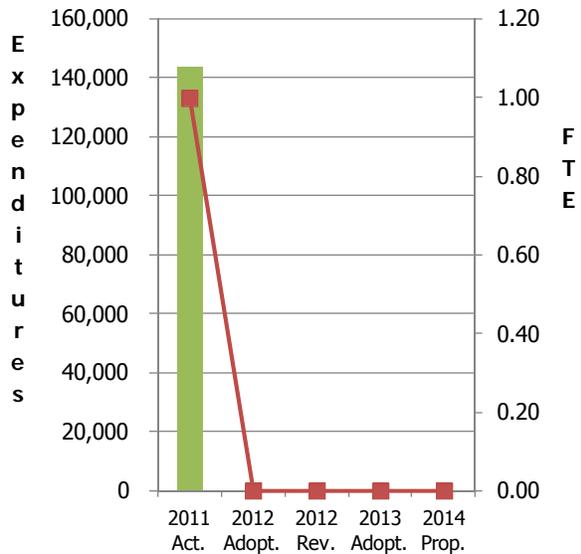
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 84,171 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | 14,910 | - | - | - | - | - |
| Purchase Services | 44,598 | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 143,679 | \$ - | \$ - | \$ - | \$ - | \$ - |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 1.00 | - | - | - | - | - |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 1.00 | - | - | - | - | - |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 1.00 | \$ 143,679 |
| 2012 Adopt. | - | \$ - |
| 2012 Rev. | - | \$ - |
| 2013 Adopt. | - | \$ - |
| 2014 Prop. | - | \$ - |

Notes:
The Public Engagement Manager and the Communications division was eliminated in FY



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

CITIZEN ACTION CENTER

MISSION

To serve our customers by being responsive, advocating for their needs, and following thru to ensure good customer service was provided.

DESCRIPTION

The Citizen Action Center handles customer inquiries and service requests from 8:00am – 5:30pm, Monday through Friday. The primary source of communication is via the telephone with the Action Center assisting in Utility Billing calls and handling the main lines for Public Works, Code Enforcement, the City’s main line, and the new telephone line of 972-463-CITY. The Action Center offers service through the website and walk-up customers as well. The Action Center is also responsible for the administration of the Citizen Action Center, which is a software program that allows citizens 24 hours a day, 7 days a week interaction with the City.

GOALS AND OBJECTIVES

- Continue to market the 972-463-CITY number for our customers to receive action to their inquiries or service requests.
- Be an information resource to citizens who use WebQA to request service or seek information.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--------------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| # of calls | 37,441 | n/a | 38,093 | 35,000 | 35,000 |
| % of abandoned calls | 8.1% | <7.0% | 9.5% | <10.0% | <10.0% |
| Average handling time by agent | 1:37 | <1:45 | 1:04 | <1:30 | <1:30 |
| Average hold time per caller | 0:27 | <0:30 | 0:21 | <0:30 | <0:30 |

FY 2012 HIGHLIGHTS

- Reduced the average handling time by agent by 24%.
- Reduced the average hold time per caller by 22%.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

CITIZEN ACTION CENTER

FINANCIAL SUMMARY

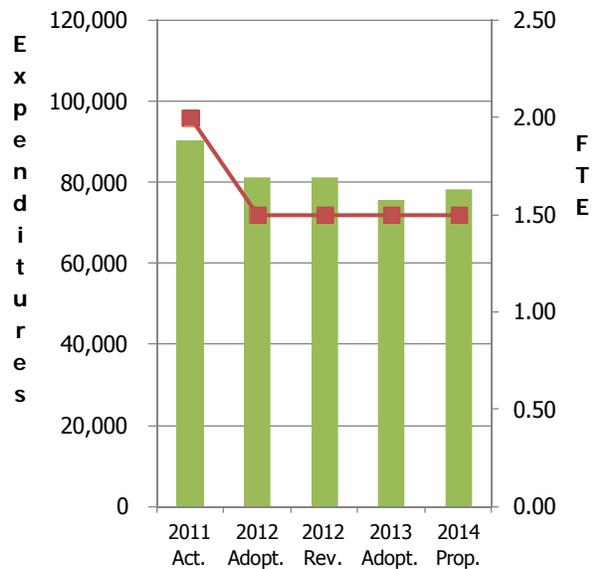
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 57,568 | \$ 71,978 | \$ 71,978 | \$ 71,978 | \$ 66,187 | \$ 68,895 |
| Supplies | 176 | 500 | 500 | 500 | 500 | 500 |
| Purchase Services | 32,646 | 8,747 | 8,747 | 8,747 | 9,000 | 9,000 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 90,390 | \$ 81,225 | \$ 81,225 | \$ 81,225 | \$ 75,687 | \$ 78,395 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Continuous Part-Time | 1.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 90,390 |
| 2012 Adopt. | 1.50 | \$ 81,225 |
| 2012 Rev. | 1.50 | \$ 81,225 |
| 2013 Adopt. | 1.50 | \$ 75,687 |
| 2014 Prop. | 1.50 | \$ 78,395 |

Notes:
A part-time position was eliminated in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FACILITIES

MISSION

To ensure that City buildings are kept in good repair in a manner that promotes pride from our citizens, customers and staff, and to optimize the life cycle of each building.

DESCRIPTION

Facilities division is responsible for maintaining 20 City facilities comprising over 190,000 square feet of floor space. The division oversees building repairs and custodial efforts, as well as all renovation, remodeling, demolition or additions to facilities to assure proper compliance with maintenance standards and to reduce cost of ownership.

GOALS AND OBJECTIVES

- Maintain facilities based on a customer-center service model approach.
- Implement the *Building Champion* program to create accountability to our customers and promote pride among our customers and employees.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Preventative maintenance services performed on each building per schedule | n/a | 95% | n/a | 100% | 100% |
| Janitorial services performed on each building per schedule | n/a | 95% | n/a | 90% | 90% |

FY 2012 HIGHLIGHTS

- Added 6 new HVAC units under the final phase of the federal EECEBG grant program at City Hall, Public Works and the Rowlett Community Centre.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

FACILITIES MAINTENANCE

FINANCIAL SUMMARY

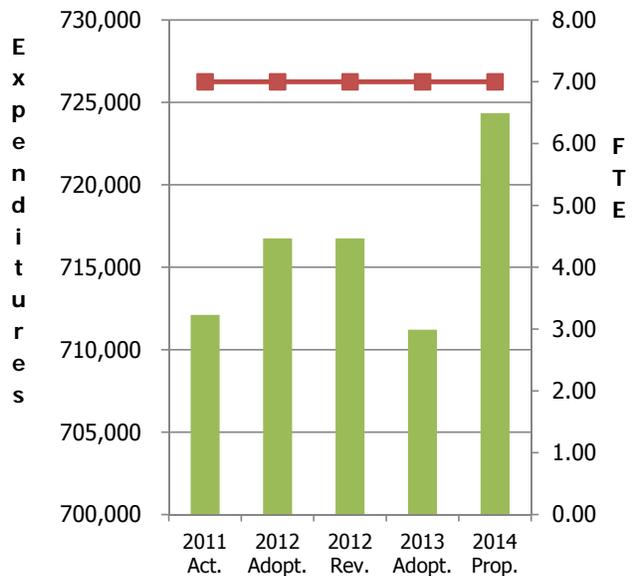
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 287,835 | \$ 313,511 | \$ 313,511 | \$ 313,511 | \$ 301,280 | \$ 314,407 |
| Supplies | 104,692 | 96,525 | 96,525 | 96,525 | 110,325 | 110,325 |
| Purchase Services | 311,097 | 306,711 | 306,711 | 306,711 | 299,611 | 299,611 |
| Capital Outlay | 8,482 | - | - | - | - | - |
| Total | \$ 712,106 | \$ 716,747 | \$ 716,747 | \$ 716,747 | \$ 711,216 | \$ 724,343 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Continuous Part-Time | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Seasonal | - | - | - | - | - | - |
| Total | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 7.00 | \$ 712,106 |
| 2012 Adopt. | 7.00 | \$ 716,747 |
| 2012 Rev. | 7.00 | \$ 716,747 |
| 2013 Adopt. | 7.00 | \$ 711,216 |
| 2014 Prop. | 7.00 | \$ 724,343 |

Notes:



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

STREETS

MISSION

To ensure that all City streets, roadways and alleys meet or exceed minimum condition standards set by the City Council.

DESCRIPTION

The Streets Division ensures that all City streets, roadways and alleys meet or exceed minimum condition standards set by the City Council. The Streets Division oversees the maintenance and repair of the streets and alleys. The city has over 466 lane miles of concrete streets, 65 lane miles of asphalt streets and 105 lane miles of alleys. Annual system assessment identifies candidate projects for improvement through CIP funding.

GOALS AND OBJECTIVES

- Achieve and average PCI rating of 75 for all existing public streets, bridges and traffic control devices

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-----------------|-------------------|-----------------|-----------------|-----------------|
| Average Pavement Condition Index (PCI) for collector streets | 74 | 74 | 77 | 77 | 77 |
| Average Pavement Condition Index (PCI) for arterial streets | 80 | 72 | 81 | 81 | 80 |
| Crack Sealing (Lane Miles) | 74.50 | 75 | 89 | 80 | 80 |
| Concrete Repairs (Lane Miles) | 4.77 | 4.5 | 4.80 | 4.5 | 4.5 |
| Asphalt Pavement (Lane Miles) | 4.3 | 4 | 4.14 | 4 | 4 |

FY 2012 HIGHLIGHTS

- Annual Crack Seal Program: Crack sealed 89 lane miles.
- Annual Pavement Stabilization Program: Stabilized 81 locations which is equivalent to .81 Lane miles.
- Annual Asphalt Overlay Program: Overlaid and rehabilitated 4.14 lane miles of asphalt roadways. Sections of: Liberty Grove Road, Merritt Road, Chiesa Road, Hickox Road and Dalrock Road.
- Annual Concrete Repair Program: Improved 4.80 lanes miles of streets (18) and alleys (9).

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

STREETS

FINANCIAL SUMMARY

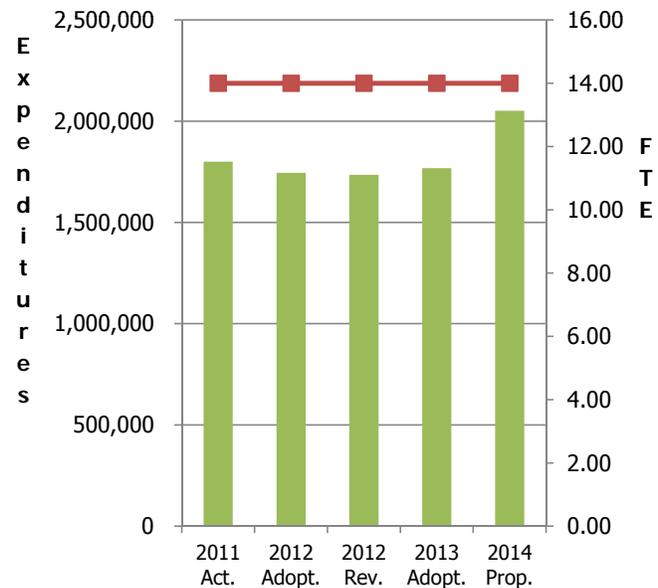
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 769,543 | \$ 795,235 | \$ 785,235 | \$ 785,235 | \$ 818,090 | \$ 851,691 |
| Supplies | 80,703 | 67,085 | 67,085 | 67,085 | 67,085 | 67,085 |
| Purchase Services | 772,843 | 882,598 | 882,598 | 882,598 | 882,598 | 882,598 |
| Capital Outlay | 176,886 | - | - | - | - | 250,000 |
| Total | \$ 1,799,975 | \$ 1,744,918 | \$ 1,734,918 | \$ 1,734,918 | \$ 1,767,773 | \$ 2,051,374 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 14.00 | \$ 1,799,975 |
| 2012 Adopt. | 14.00 | \$ 1,744,918 |
| 2012 Rev. | 14.00 | \$ 1,734,918 |
| 2013 Adopt. | 14.00 | \$ 1,767,773 |
| 2014 Prop. | 14.00 | \$ 2,051,374 |

Notes:
\$250,000 was added in FY 2014 for additional streets maintenance equipment.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

FLEET SERVICES

MISSION

To maintain the City's equipment to manufacturer's specifications and to optimize the life cycle of each piece of equipment without jeopardizing safety or best practices.

DESCRIPTION

Fleet Services operates a central garage that is responsible for maintaining 426 pieces of equipment ranging from police cars, pickups, and yellow iron (bulldozers, backhoes, etc.).

GOALS AND OBJECTIVES

- Maintain operating model that meets the operational strategies.
- Complete year two of two year plan to replace vehicles based on obsolescence model.
- Update 10 year equipment replacement plan.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Percent of preventative maintenance services on each piece of equipment per schedule | n/a | n/a | n/a | 100% | 100% |
| Percent of equipment availability | n/a | n/a | n/a | 95% | 95% |
| Percent of vehicle inspections on each piece of equipment per schedule | n/a | n/a | n/a | 100% | 100% |
| Number of preventable accidents or injuries with loss of work time | 1 | 0 | 0 | 0 | 0 |

FY 2012 HIGHLIGHTS

- Implemented revised equipment replacement model based on obsolescence. Replaced 18 vehicles in FY2012, including 6 patrol cars, and 12 other trucks and cars for multiple departments.
- Implemented in-house state inspection program that will save the City time and money by performing the inspections at the City's shop.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

FLEET SERVICES

FINANCIAL SUMMARY

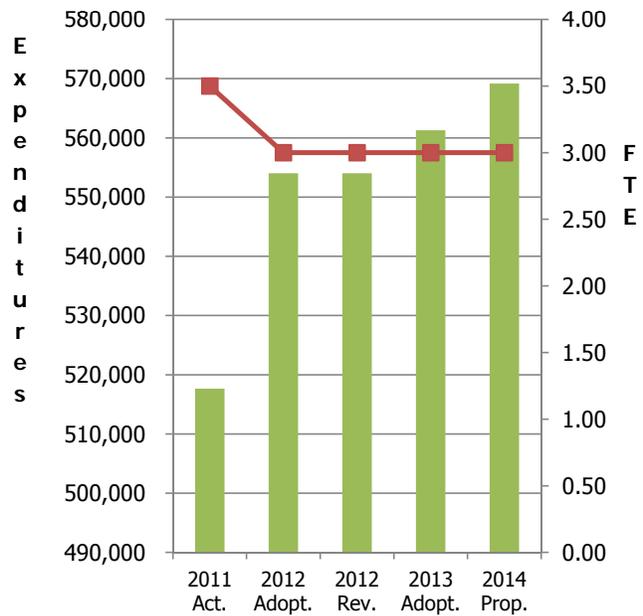
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 178,921 | \$ 186,635 | \$ 186,635 | \$ 186,235 | \$ 193,885 | \$ 201,775 |
| Supplies | 221,791 | 214,004 | 214,004 | 214,004 | 214,004 | 214,004 |
| Purchase Services | 97,160 | 153,385 | 153,385 | 153,385 | 153,387 | 153,387 |
| Capital Outlay | 19,787 | - | - | - | - | - |
| Total | \$ 517,659 | \$ 554,024 | \$ 554,024 | \$ 553,624 | \$ 561,276 | \$ 569,166 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 3.50 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 3.50 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 3.50 | \$ 517,659 |
| 2012 Adopt. | 3.00 | \$ 554,024 |
| 2012 Rev. | 3.00 | \$ 554,024 |
| 2013 Adopt. | 3.00 | \$ 561,276 |
| 2014 Prop. | 3.00 | \$ 569,166 |

Notes:
Part-time Administrative Assistant position was eliminated in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PUBLIC WORKS ADMINISTRATION

MISSION

The Mission of the City of Rowlett Department of Public Works and Development is to provide quality services (Streets, Utilities & Development) with the least disruption to our community.

DESCRIPTION

Public Works Administration provides administrative and strategic leadership for the all divisions falling under the Public Works and Development Services Department; to provide excellent customer service to our community, which includes all residents, visitors, developers, builders, employees, departments, and governmental service provider and other regulatory agencies; to provide support to other City departments and divisions as needed. Public Works Administration provides management, administrative, and engineering oversight to the Department and other departments in the City and support for the Public Works and Development Department, including Engineering, GIS, & Capital Improvements, Streets/Drainage/Traffic, Utilities, Planning & Zoning, and Building Permitting. Engineering is included as a part of this Division. Engineering insures that all public infrastructure is constructed by the most cost effective and highest quality means possible, and provides continued quality of life to customers during disruptions through early communication of impending inconveniences, and timely attention to complaints and concerns.

GOALS AND OBJECTIVES

- Provide support for the day-to-day operations of
 - Utilities
 - Engineering & Capital Improvements
 - Streets & Drainage
 - Traffic Operations
 - Storm Water Management & Administration of the City's floodplain
 - Planning & Zoning
 - Building Permitting
 - CDBG; NTTA; DART; HUD; NTMWD coordination
- Oversee and track all department work plan items.
- Development of policies and procedures for all the divisions within Public Works/Development.
- Review of all operations and development of standard operating procedures.
- Completion of utilities analysis and development of short and long term maintenance plan; Implement reorganization plans; Implement facility security plan; Implement heightened response policy with regard to water leaks and breaks and lift station failures; Implement staff survey and data analysis; Implement safety task force; Review,

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PUBLIC WORKS ADMINISTRATION

assess, and select a work reporting system; replace and upgrade SCADA system; implement AWWA standards and EUM BMPs; Initiate APWA self assessment process; research and plan for related short and long term planning processes.

- Development of performance measures for department.
- Development of construction and design standard and refined project delivery methods for all City Capital Improvement Projects.
- Oversee CIP construction to insure all infrastructure is complies with City Standards and Practices.
- Review of all private development civil construction drawings for compliance with City Standards and accepted engineering practices.
- Oversee private development public infrastructure construction to ensure compliance with City Standards and Practices.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Self Assessment (Process/Practice review) | N/A | 0 | 0 | 162 | 216 |
| Full System Meetings | N/A | 4 | 4 | 4 | 4 |
| Training Webinars (APWA) | N/A | 6 | 6 | 4 | 4 |

FY 2012 HIGHLIGHTS

- Reorganized Utility Division
- Hired new Utility Operations Manager
- Completed review of Utility Operational Practices
- Implemented water rate increase video
- Completed RFQ for engineering consultant services
- Completed construction of Rowlett Road Phase II
- Completed multiple Alley Reconstruction Projects
- Initiated Merritt Road Construction
- Initiated Martin Drive Construction
- Initiated Kyle Road Construction
- Completed Interim Upper Pressure Plane
- Completed NPDES permit application and annual report
- Completed several webinars for training staff (multiple topics)
- Completed initial self-assessment training in preparation for pursuing accreditation
- Initiated quarterly all staff meetings
- Reviewed/revised standard construction details
- Completed research on Utility process analysis: SSES needs, GIS mapping, and trenchless technologies

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

PUBLIC WORKS ADMINISTRATION

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 470,457 | \$ 489,781 | \$ 489,781 | \$ 489,781 | \$ 489,391 | \$ 507,084 |
| Supplies | 22,156 | 29,129 | 29,129 | 29,129 | 29,129 | 29,129 |
| Purchase Services | 38,563 | 85,527 | 85,527 | 85,527 | 85,527 | 85,527 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 531,176 | \$ 604,437 | \$ 604,437 | \$ 604,437 | \$ 604,047 | \$ 621,740 |

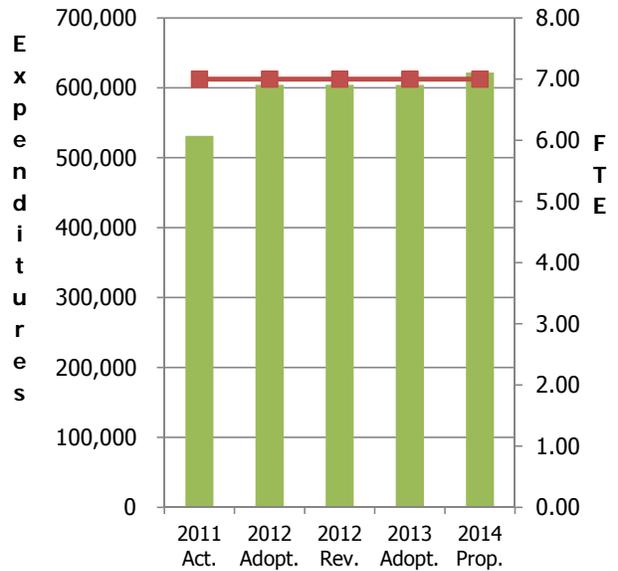
POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 7.00 | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 |
| Continuous Part-Time | - | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Seasonal | - | - | - | - | - | - |
| Total | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 7.00 | \$ 531,176 |
| 2012 Adopt. | 7.00 | \$ 604,437 |
| 2012 Rev. | 7.00 | \$ 604,437 |
| 2013 Adopt. | 7.00 | \$ 604,047 |
| 2014 Prop. | 7.00 | \$ 621,740 |

Notes:
Senior Administrative Assistant is funded 50% in the Utility Fund in FY 2012.

Administrative Assistant was reduced to part-time in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PLANNING

MISSION

To manage land use development and prepare plans or studies that serve to guide future target development in the community while maintaining a high level of integrity and customer service.

DESCRIPTION

The Planning Department is responsible for developing, maintaining and enforcing development regulations, production of plans for future growth, and interacting with other City departments to accomplish those goals and the goals of their department. Products under the responsibility of the department include the Rowlett Development Code, Master Thoroughfare Plan, Comprehensive Plan, demographic studies, and Take Area Ordinance. The department is the staff liaison to the Planning and Zoning Commission and Board of Adjustment.

GOALS AND OBJECTIVES

- Employees will provide polite (service with a smile), sincere, prompt, and accurate responses to our customers. This includes being proactive by anticipating questions and asking probing questions to help customers get the answer to their questions.
- We will be transparent with our customers by engaging with them as they are most comfortable by interacting in a variety of ways (i.e. social media, newsletters, video, e-mail, website, phone, blackboard connect etc.). In addition, if a disruption or major change will affect our customers we will anticipate their questions and attempt to inform them prior to taking action.
- All phone calls/emails/walk-in inquires shall be returned with 24 hours with a reasonable deadline set for a response. In most cases this should be no more than 3-5 days.
- All development plans submitted for review by the established deadline shall be routed to all required divisions (Planning, Engineering, Building, Fire, ED, Police, etc.) within 24 hours, excluding extenuating circumstances.
- All official review comments shall be provided to the applicant in writing within 10 days of submittal or re-submittal unless the size of the project warrants additional time. The applicant shall be provided with a reasonable expectation upon submittal and that timeline shall be met.
- All employees will conduct themselves in a professional manner at all times with the realization that we represent the City of Rowlett whether on the clock or off the clock.
- All development proposals, proposed Code revisions, and City initiated planning initiatives will be evaluated in light of the guiding principles noted in the Realize Rowlett 2020 Comprehensive Plan to ensure that staff from our division are recommending long term, fiscally sustainable development opportunities and regulations to provide the ultimate value for our tax payers.

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

PLANNING

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| % FY12 goals achieved | N/A | 75% | 80% | 80% | 80% |
| All official review comments shall be provided to the applicant in writing within 10 days of submittal or re-submittal unless the size of the project warrants additional time. | N/A | 100% | 95% | 100% | 100% |
| All development proposals, proposed Code revisions, and City initiated planning initiatives will be evaluated in light of the guiding principles noted in the Realize Rowlett 2020 Comprehensive Plan to ensure that staff from our division are recommending long term, fiscally sustainable development opportunities and regulations to provide the ultimate value for our tax payers. | N/A | 100% | 100% | 100% | 100% |

FY 2012 HIGHLIGHTS

- Adopted the Realize Rowlett 2020 Comprehensive Plan. Realize Rowlett 2020 Plan will provide a measure of predictability and clarity in the primary step of the development process. It is the first step in proactively planning for the next phase of the City's future.
- Realize Rowlett 2020 Comprehensive Plan Phase I identified the following top four priority areas for further study in Phase II: Area B-2 (Woodside Living), Area D-1 (Healthy Living), Area E-1 (Signature Gateway), and Area E-4 (Old Town, now referred to as Downtown).
- Established a Form Based Code and creating specific area plans for each of these four areas.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

PLANNING

FINANCIAL SUMMARY

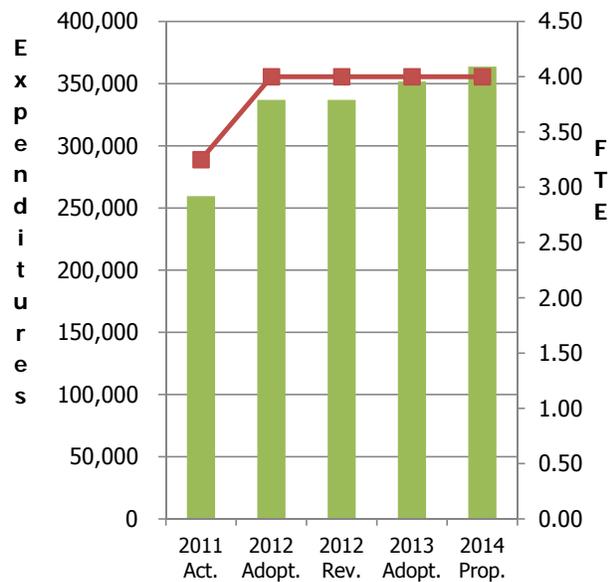
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 229,301 | \$ 300,362 | \$ 300,362 | \$ 300,362 | \$ 314,967 | \$ 327,087 |
| Supplies | 1,691 | 4,036 | 4,036 | 4,036 | 4,036 | 4,036 |
| Purchase Services | 28,573 | 32,566 | 32,566 | 32,566 | 32,566 | 32,566 |
| Capital Outlay | | - | - | - | - | - |
| Total | \$ 259,565 | \$ 336,964 | \$ 336,964 | \$ 336,964 | \$ 351,569 | \$ 363,689 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 3.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | 0.25 | - | - | - | - | - |
| Total | 3.25 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 3.25 | \$ 259,565 |
| 2012 Adopt. | 4.00 | \$ 336,964 |
| 2012 Rev. | 4.00 | \$ 336,964 |
| 2013 Adopt. | 4.00 | \$ 351,569 |
| 2014 Prop. | 4.00 | \$ 363,689 |

Notes:
 Administrative Assistant was reclassified to a Development Services Technician in FY 2012.
 Planner II was reclassified to a Senior Planner in FY 2012.
 Planning Intern was reclassified to Planner I in FY 2012.
 Planning Manager was reclassified to Planning Director during FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

GEOGRAPHIC INFORMATION SERVICES

MISSION

To develop, maintain and automate City's geographic information and support City staff, citizens and the development community in accessing this information in an efficient manner.

DESCRIPTION

GIS Division develops, maintains and automates City's geographic information, and supports City staff, citizens and the development community in accessing this information in an efficient manner. GIS Division maintains a computer based mapping system used for creation, storage, and maintenance of spatial (geographic) digital data pertaining to road, water, sewer and draining systems, property ownership, zoning, land use, etc. This data is used by most of the City departments in their day to day operations and in various long and short range estimates and projections.

GOALS AND OBJECTIVES

- The primary goal of the GIS division is to provide streamlined and centralized services to internal and external customers.
- Integrate GIS into daily operation, planning, and management of major city departments.
- Share data among city users through the development of spatial data warehouse; improve data accuracy and integrity through the establishment and enforcement of standards.
- Upgrade GIS system to most current format.
- Provide assistance, information, and training to staff regarding GIS/GPS.
- Develop interactive map application to make geographic and related information available online for the convenience and benefit of our staff and citizens.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Accuracy of data layers | N/A | 90% | 90% | 95% | 95% |
| # of new maps types created | N/A | N/A | 116 | 100 | 100 |
| # of interdepartmental requests for support (significant projects) | N/A | N/A | 9 | 12 | 12 |
| # of inaccuracies detected and corrected | N/A | N/A | 10 | 12 | 12 |
| # of hrs. provided staff training | N/A | N/A | 7 | 40 | 40 |
| % of time allocated to recurring programs and projects | N/A | N/A | 70% | 70% | 70% |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

GEOGRAPHIC INFORMATION SERVICES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--------------------------------|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| # of web enhancements/upgrades | N/A | N/A | 3 | 4 | 4 |

FY 2012 HIGHLIGHTS

- Updated GIS data for parcels (quarterly), streets, traffic counts, subdivisions, zoning, utility dataset (water, sewer lines, fire hydrants, water valves, water storage, manholes, lift stations), city facilities, location dataset (day cares, churches), police grids, and fire box.
- Updated and produced maps of streets with new PGBT added, subdivisions, zoning, master thoroughfare plan, city facilities, traffic counts, fire districts, parks locations and other specialized maps
- Produced a water map book (8.5x11) and a sewer map book (8.5x11)
- Utilized Google map applications to create a city facilities Google map, zoning Google map, subdivision Google map, sex offenders Google map, and a traffic counts Google map
- Updated interactive mapping site by adding Census 2010 Radius Summary tool, markup tool, 2012 aerial data, and all updated GIS data (parcels, streets, subdivisions, etc) on the mapping site
- Upgraded GIS, Planning GIS software from ArcGIS 9.3 to ArcGIS 10
- Migrated Planning Property Notification Program from 9.3 to 10

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

GEOGRAPHIC INFORMATION SYSTEMS

FINANCIAL SUMMARY

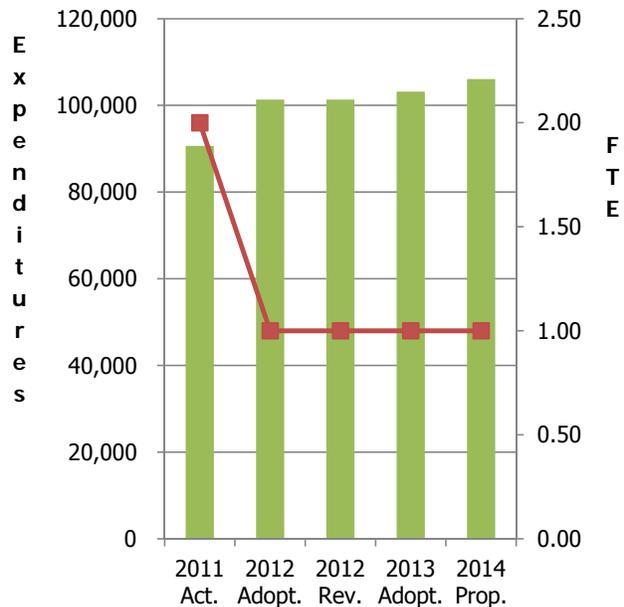
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 75,278 | \$ 71,450 | \$ 71,450 | \$ 71,450 | \$ 73,271 | \$ 76,166 |
| Supplies | 299 | 3,200 | 3,200 | 3,200 | 3,200 | 3,200 |
| Purchase Services | 15,069 | 26,700 | 26,700 | 26,700 | 26,700 | 26,700 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 90,646 | \$ 101,350 | \$ 101,350 | \$ 101,350 | \$ 103,171 | \$ 106,066 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 90,646 |
| 2012 Adopt. | 1.00 | \$ 101,350 |
| 2012 Rev. | 1.00 | \$ 101,350 |
| 2013 Adopt. | 1.00 | \$ 103,171 |
| 2014 Prop. | 1.00 | \$ 106,066 |

Notes:
GIS Programmer is unfunded in FY 2010 and 2011 and was eliminated in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

HUMAN RESOURCES

MISSION

To recruit and retain highly qualified work force and to minimize risk to the City.

DESCRIPTION

Human Resources/Risk Management partners with employees, managers and external customers to provide systems, resources and programs that meet strategic organization goals, comply with legal requirements and meet customers' needs in a timely, efficient responsive and flexible manner. Human Resources/Risk Management is responsible recruitment and staffing, benefits administration, organizational development, risk management, employee relations, compensation and classification, and legal compliance.

GOALS AND OBJECTIVES

- Implement year 3 of the 5 year benefit strategy.
- Train on revised policy manual.
- Implement the City of Rowlett's Tobacco Free Workplace Policy.
- Implement the Wellness Accountability Program.
- Monitor and proactively respond to medical and property/liability insurance issues and claims.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Vacancy rate | 8.06% | 7.0% | 7.48% | 8.0% | 8.0% |
| Turnover rate | 15.82% | 12.0% | 13.35% | 12.0% | 12.0% |
| Percentage of worker's compensation claims with 5 or fewer days of lost time | 93.33% | 95% | 93.33% | 95% | 95% |
| Percentage of claimants contacted within 48 hours of liability claim being received by Human Resources | 100.00% | 95% | 100% | 95% | 95% |
| Percentage of pre-employment screening contact made within 24 hours of completed paperwork received by Human Resources | 96.42% | 95% | 100% | 95% | 95% |
| Total instruction hours of training provided | 30 | 50 | 130 | 80 | 50 |

**CITY OF ROWLETT
FY 2012-2013
GENERAL FUND**

HUMAN RESOURCES

FY 2012 HIGHLIGHTS

- Implemented Year 2 of the City's 5 Year Benefit Strategy, which included implementing the new CORE PPO/GAP plan to address employees' needs who have a high risk tolerance for healthcare.
- Participated in the Live Healthy America Challenge with a total of 32 teams and 217 employees motivated to live a healthier lifestyle.
- Entered into an agreement with a contract Wellness Coordinator.
- Coordinated and sponsored 5th Annual Benefits Fair.
- Researched the implementation of an employee clinic.
- Conducted training with the Executive Team on the revised performance review tool and process.
- Conducted onsite & offsite biometric screenings from in which 242 employees participated and only 2 employees waived participation.
- Conducted quarterly employee engagement meetings regarding benefit plan performance and gauge employee interest regarding various offerings.
- Monitored & proactively responded to medical and property/liability insurance issues and claims.
- Implemented a new Personnel Values Based Policy Manual.
- Researched and developed the City's Wellness Accountability Program.
- Produced and released six webinars organizationally that covered five Personnel Policy changes and the new Wellness Accountability Program.
- Researched and developed Tobacco Free Workplace Policy.
- Produced the first Benefit Review Infomercial in the City.
- Implemented four wellness related programs including the *Step Into Summer Program*, in which 192 employees registered for participation with a 75% participation rate.

**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

HUMAN RESOURCES

FINANCIAL SUMMARY

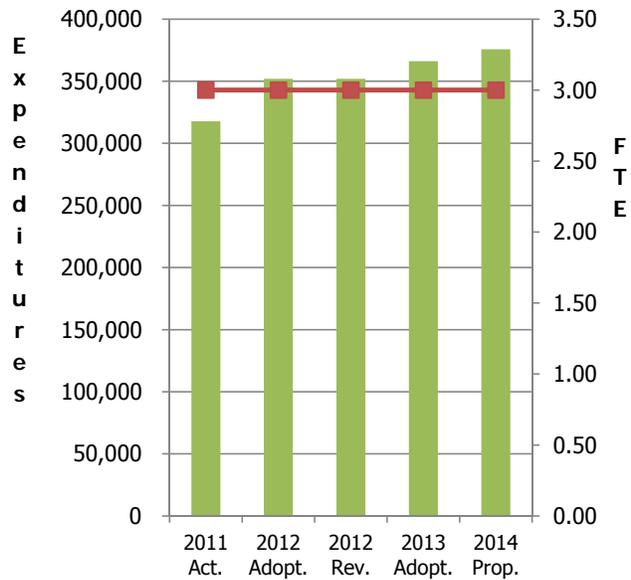
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 233,999 | \$ 243,385 | \$ 243,385 | \$ 243,385 | \$ 249,231 | \$ 258,789 |
| Supplies | 5,777 | 5,125 | 5,125 | 5,125 | 13,125 | 13,125 |
| Purchase Services | 77,949 | 103,427 | 103,427 | 103,427 | 103,767 | 103,767 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 317,725 | \$ 351,937 | \$ 351,937 | \$ 351,937 | \$ 366,123 | \$ 375,681 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 3.00 | \$ 317,725 |
| 2012 Adopt. | 3.00 | \$ 351,937 |
| 2012 Rev. | 3.00 | \$ 351,937 |
| 2013 Adopt. | 3.00 | \$ 366,123 |
| 2014 Prop. | 3.00 | \$ 375,681 |

Notes:
FY2013 contains an additional \$8,000 for NeoGov software.



**CITY OF ROWLETT
FY 2012-13
GENERAL FUND**

NON DEPARTMENTAL

FINANCIAL SUMMARY

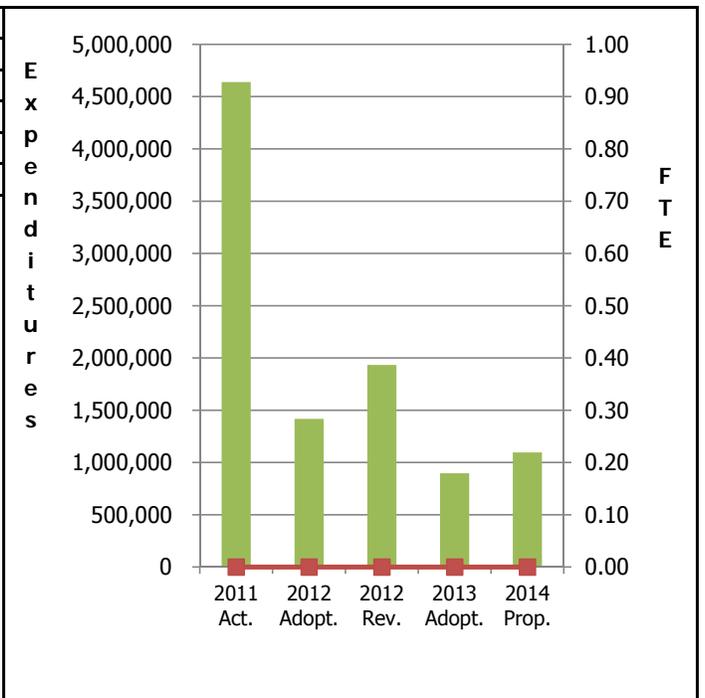
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ (515,000) | \$ - | \$ 198,473 | \$ (1,000,000) | \$ (800,000) |
| Supplies | 12,698 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 |
| Purchase Services | 2,053,825 | 770,538 | 770,538 | 770,538 | 734,039 | 734,039 |
| Capital Outlay | 35,436 | - | - | - | - | - |
| Transfers Out | 2,537,485 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 | 1,156,722 |
| Total | \$ 4,639,444 | \$ 1,417,760 | \$ 1,932,760 | \$ 2,131,233 | \$ 896,261 | \$ 1,096,261 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | - | - | - | - | - | - |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | - | - | - | - | - | - |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 0.00 | \$ 4,639,444 |
| 2012 Adopt. | 0.00 | \$ 1,417,760 |
| 2012 Rev. | 0.00 | \$ 1,932,760 |
| 2013 Adopt. | 0.00 | \$ 896,261 |
| 2014 Prop. | 0.00 | \$ 1,096,261 |

Notes:
Vacancy savings was increased \$485,000 in FY 2013 and decreased \$200,000 in FY 2014.
Insurance costs decreased \$33,500 in FY 2013.



**CITY OF ROWLETT
FY 2012-13
IMPACT FEES FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | - | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 602,240 | \$ 455,597 | \$ 455,597 | \$ 451,820 | \$ 508,577 | \$ 522,934 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | 50,076 | 31,000 | 31,000 | 73,400 | 31,000 | 31,000 |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 2,317 | 13,357 | 13,357 | 13,357 | 13,357 | 13,357 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>52,393</u> | <u>44,357</u> | <u>44,357</u> | <u>86,757</u> | <u>44,357</u> | <u>44,357</u> |
| Total Available Resources | <u>654,633</u> | <u>499,954</u> | <u>499,954</u> | <u>538,577</u> | <u>552,934</u> | <u>567,291</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 42,813 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 160,000 | - | - | - | - | - |
| Total Expenditures | <u>202,813</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> |
| Ending Resources | <u>\$ 451,820</u> | <u>\$ 469,954</u> | <u>\$ 469,954</u> | <u>\$ 508,577</u> | <u>\$ 522,934</u> | <u>\$ 537,291</u> |

**CITY OF ROWLETT
FY 2012-13
IMPACT FEES FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-----------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Licenses and Permits | \$ 50,076 | \$ 31,000 | \$ 31,000 | \$ 73,400 | \$ 31,000 | \$ 31,000 |
| Other: | | | | | | |
| Interest Income | 2,317 | 13,357 | 13,357 | 13,357 | 13,357 | 13,357 |
| Total Revenues | \$ 52,393 | \$ 44,357 | \$ 44,357 | \$ 86,757 | \$ 44,357 | \$ 44,357 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | - | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Improvements | 42,813 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 160,000 | - | - | - | - | - |
| Total | \$ 202,813 | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 |

**CITY OF ROWLETT
FY 2012-13
POLICE SEIZURE FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 270,915 | \$ 121,679 | \$ 121,679 | \$ 645,409 | \$ 395,409 | \$ 395,409 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 637,616 | 100,550 | 100,550 | 100,550 | 100,550 | 100,550 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>637,616</u> | <u>100,550</u> | <u>100,550</u> | <u>100,550</u> | <u>100,550</u> | <u>100,550</u> |
| Total Available Resources | <u>908,531</u> | <u>222,229</u> | <u>222,229</u> | <u>745,959</u> | <u>495,959</u> | <u>495,959</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | 193,344 | 125,000 | 125,000 | 350,550 | 100,550 | 100,550 |
| Purchase Services | 64,383 | - | - | - | - | - |
| Capital Outlay | 5,395 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>263,122</u> | <u>125,000</u> | <u>125,000</u> | <u>350,550</u> | <u>100,550</u> | <u>100,550</u> |
| Ending Resources | <u>\$ 645,409</u> | <u>\$ 97,229</u> | <u>\$ 97,229</u> | <u>\$ 395,409</u> | <u>\$ 395,409</u> | <u>\$ 395,409</u> |

**CITY OF ROWLETT
FY 2012-13
POLICE SEIZURE FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Interest Earnings | \$ 765 | \$ 550 | \$ 550 | \$ 550 | \$ 550 | \$ 550 |
| Miscellaneous | 636,851 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Current Revenues | \$ 637,616 | \$ 100,550 | \$ 100,550 | \$ 100,550 | \$ 100,550 | \$ 100,550 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | 193,344 | 125,000 | 125,000 | 350,550 | 100,550 | 100,550 |
| Purchase Services | 64,383 | - | - | - | - | - |
| Capital Outlay | 5,395 | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total | \$ 263,122 | \$ 125,000 | \$ 125,000 | \$ 350,550 | \$ 100,550 | \$ 100,550 |

**CITY OF ROWLETT
FY 2012-2013
ECONOMIC DEVELOPMENT FUND**

ECONOMIC DEVELOPMENT

MISSION

To foster private and public investment through strategic partnerships to enhance and diversify Rowlett’s tax base to ensure sustainability while promoting the Realize Rowlett 2020 vision.

DESCRIPTION

The Economic Development Department works to raise the awareness of the City of Rowlett locally, regionally, and nationally by promoting development opportunities for retail, commercial and industrial growth. The department works to identify and recruit businesses which contribute to Rowlett’s economic well being by broadening and diversifying the tax base and creating quality employment opportunities.

GOALS AND OBJECTIVES

- To promote development opportunities in Rowlett nationally, regionally, and locally.
- To recruit businesses to Rowlett in order to expand the tax base.
- To develop and implement an Economic Development Strategic Plan (5 year)
- To conduct a Business Retention & Expansion (BRE) Program
- To complete a Marketing Brand Research & Assessment Project

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Leading Indicators | | | | | |
| Lead Generation | N/A | 60 | 60 | 75 | 75 |
| Marketing RR2020 Videos | N/A | 3 | 3 | 4 | 4 |
| Monthly Newsletter Updates | N/A | 12 | 11 | 12 | 12 |
| Partnership Engagements | N/A | 50 | 50 | 50 | 50 |
| BRE Visits | 31 | 100 | 100 | 100 | 100 |
| Lagging Indicators | | | | | |
| Commercial C.O.’s Issued | 101 | N/A | N/A | N/A | N/A |
| Commercial Investment (\$) | \$20,343,815 | N/A | N/A | N/A | N/A |
| Jobs Created | 490 | N/A | N/A | N/A | N/A |
| Sales Tax Increase/Decrease (Year over Year) | 1.63% | (4.18%) | 11.49% | 9.51% | 1.85% |
| Commercial Occupancy Rates: | | | | | |
| Retail (%) | 90.5% | 90% | 90% | 90% | 90% |
| Office (%) | 86.2% | 85% | 85% | 85% | 85% |
| Industrial (%) | 98.3% | 95% | 95% | 95% | 95% |

**CITY OF ROWLETT
FY 2012-2013
ECONOMIC DEVELOPMENT FUND**

ECONOMIC DEVELOPMENT

FY 2012 HIGHLIGHTS

- Economic Development Director hired and began Feb. 8, 2012
- Economic Development Specialist hired and began on Sept. 17, 2012
- New Commercial Construction Permits include: Raising Cane's & Applebee's restaurants; CVS Pharmacy, Stonebridge Vet Hospital
- Business Retention & Expansion of Preferred Powder Coating – 32,000 square foot expansion with 15 new jobs created
- Realize Rowlett 2020 Phase II Strategic Planning
- Economic Development Advisory Board hosted "Rowlett Allies Golf Outing" with nearly 60 brokers & investors participating to learn about opportunities in Rowlett
- Held an "Open House" for property owners in North Shore Commercial District to talk about future development opportunities within district
- President George Bush Turnpike opening

**CITY OF ROWLETT
FY 2012-13
ECONOMIC DEVELOPMENT FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 104,497 | \$ 70,036 | \$ 70,036 | \$ 224,089 | \$ 299,092 | \$ 271,191 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 762 | 250 | 250 | 250 | 250 | 250 |
| Transfers In | 290,740 | 314,944 | 314,944 | 314,944 | 314,944 | 314,944 |
| Total Current Revenues | <u>291,502</u> | <u>316,694</u> | <u>316,694</u> | <u>316,694</u> | <u>316,694</u> | <u>316,694</u> |
| Total Available Resources | <u>395,999</u> | <u>386,730</u> | <u>386,730</u> | <u>540,783</u> | <u>615,786</u> | <u>587,885</u> |
| Expenditures: | | | | | | |
| Personnel Services | 31,391 | 202,810 | 202,810 | 106,131 | 209,130 | 216,720 |
| Supplies | 1,719 | 4,450 | 4,450 | 4,450 | 7,250 | 7,800 |
| Purchase Services | 138,800 | 131,110 | 131,110 | 131,110 | 128,215 | 130,125 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>171,910</u> | <u>338,370</u> | <u>338,370</u> | <u>241,691</u> | <u>344,595</u> | <u>354,645</u> |
| Ending Resources | <u>\$ 224,089</u> | <u>\$ 48,360</u> | <u>\$ 48,360</u> | <u>\$ 299,092</u> | <u>\$ 271,191</u> | <u>\$ 233,240</u> |

**CITY OF ROWLETT
FY 2012-13
ECONOMIC DEVELOPMENT FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Licenses and Permits: | | | | | | |
| Building Permits | \$ - | \$ 1,500 | \$ 1,500 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Other: | | | | | | |
| Interest Income | 762 | 250 | 250 | 250 | 250 | 250 |
| Transfers In: | | | | | | |
| General Fund | 143,670 | 156,722 | 156,722 | 156,722 | 156,722 | 156,722 |
| Utility Fund | 147,070 | 158,222 | 158,222 | 158,222 | 158,222 | 158,222 |
| Total | 290,740 | 314,944 | 314,944 | 314,944 | 314,944 | 314,944 |
| | | | | | | |
| Total Current Revenues | \$ 291,502 | \$ 316,694 | \$ 316,694 | \$ 316,694 | \$ 316,694 | \$ 316,694 |

**CITY OF ROWLETT
FY 2012-13
ECONOMIC DEVELOPMENT FUND**

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 31,391 | \$ 202,810 | \$ 202,810 | \$ 106,131 | \$ 209,130 | \$ 216,720 |
| Supplies | 1,719 | 4,450 | 4,450 | 4,450 | 7,250 | 7,800 |
| Purchase Services | 138,800 | 131,110 | 131,110 | 131,110 | 128,215 | 130,125 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 171,910 | \$ 338,370 | \$ 338,370 | \$ 241,691 | \$ 344,595 | \$ 354,645 |

POSITION SUMMARY

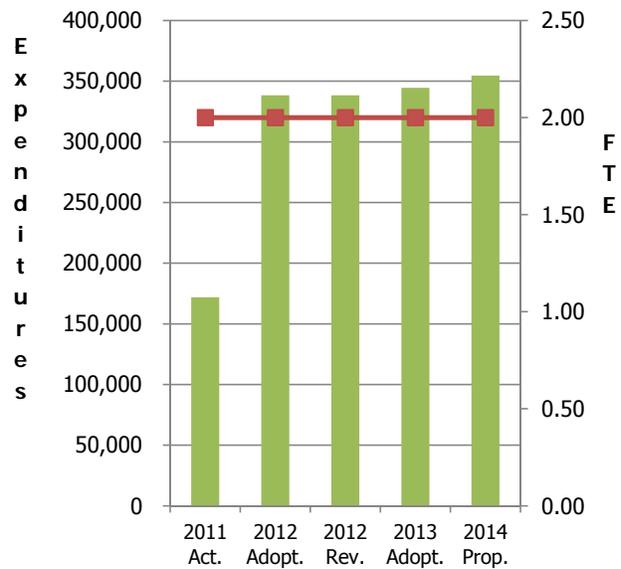
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |

By Status:

| | | | | | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Full-Time | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 171,910 |
| 2012 Adopt. | 2.00 | \$ 338,370 |
| 2012 Rev. | 2.00 | \$ 338,370 |
| 2013 Adopt. | 2.00 | \$ 344,595 |
| 2014 Prop. | 2.00 | \$ 354,645 |

Notes:



**CITY OF ROWLETT
FY 2012-13
INNOVATIONS FUND**

BUDGET AND EXPEDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 715,959 | \$ 660,354 | \$ 660,354 | \$ 1,006,159 | \$ 650,820 | \$ 650,820 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 5,415 | - | - | - | - | - |
| Transfers In | 1,430,000 | - | - | - | - | - |
| Total Current Revenues | <u>1,435,415</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Available Resources | <u>2,151,374</u> | <u>660,354</u> | <u>660,354</u> | <u>1,006,159</u> | <u>650,820</u> | <u>650,820</u> |
| Expenditures: | | | | | | |
| Personnel Services | 105,094 | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 587,429 | 229,339 | 459,339 | 302,339 | - | - |
| Capital Outlay | 452,692 | 53,000 | 53,000 | 53,000 | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>1,145,215</u> | <u>282,339</u> | <u>512,339</u> | <u>355,339</u> | <u>-</u> | <u>-</u> |
| Ending Resources | <u>\$ 1,006,159</u> | <u>\$ 378,015</u> | <u>\$ 148,015</u> | <u>\$ 650,820</u> | <u>\$ 650,820</u> | <u>\$ 650,820</u> |

**CITY OF ROWLETT
FY 2012-13
INNOVATIONS FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Other: | | | | | | |
| Interest Earnings | 5,415 | - | - | - | - | - |
| Transfers In: | | | | | | |
| General Fund | 1,430,000 | - | - | - | - | - |
| Fleet Services Fund | - | - | - | - | - | - |
| Information Tech Fund | - | - | - | - | - | - |
| Impact Fees Fund | - | - | - | - | - | - |
| Refuse Fund | - | - | - | - | - | - |
| | <u>1,430,000</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Current Revenues | <u>\$1,435,415</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 105,094 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 587,429 | 229,339 | 459,339 | 302,339 | - | - |
| Capital Outlay | 452,692 | 53,000 | 53,000 | 53,000 | - | - |
| Total | <u>\$1,145,215</u> | <u>\$ 282,339</u> | <u>\$ 512,339</u> | <u>\$ 355,339</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
HOTEL/MOTEL FUND**

BUDGET AND EXPEDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ (6,335) | \$ - | \$ - | \$ 17,752 | \$ 23,278 | \$ 28,281 |
| Current Revenues: | | | | | | |
| Tax Revenues | 66,206 | 47,698 | 47,698 | 47,698 | 47,175 | 47,175 |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 16 | 577 | 577 | 577 | 577 | 577 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>66,222</u> | <u>48,275</u> | <u>48,275</u> | <u>48,275</u> | <u>47,752</u> | <u>47,752</u> |
| Total Available Resources | <u>59,887</u> | <u>48,275</u> | <u>48,275</u> | <u>66,027</u> | <u>71,030</u> | <u>76,033</u> |
| Expenditures: | | | | | | |
| Personnel Services | 10,578 | 11,484 | 11,484 | 11,484 | 11,484 | 11,484 |
| Supplies | 5,475 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 |
| Purchase Services | 21,325 | 24,965 | 24,965 | 24,965 | 24,965 | 24,965 |
| Capital Outlay | 4,757 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>42,135</u> | <u>42,749</u> | <u>42,749</u> | <u>42,749</u> | <u>42,749</u> | <u>42,749</u> |
| Ending Resources | <u>\$ 17,752</u> | <u>\$ 5,526</u> | <u>\$ 5,526</u> | <u>\$ 23,278</u> | <u>\$ 28,281</u> | <u>\$ 33,284</u> |

**CITY OF ROWLETT
FY 2012-13
HOTEL MOTEL FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Tax Revenues: | | | | | | |
| Hotel/Motel Tax | \$ 66,206 | \$ 47,698 | \$ 47,698 | \$ 47,698 | \$ 47,175 | \$ 47,175 |
| Other: | | | | | | |
| Miscellaneous | - | - | - | - | - | - |
| Interest Income | 16 | 577 | 577 | 577 | 577 | 577 |
| | 16 | 577 | 577 | 577 | 577 | 577 |
| Total Current Revenues | \$ 66,222 | \$ 48,275 | \$ 48,275 | \$ 48,275 | \$ 47,752 | \$ 47,752 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 10,578 | \$ 11,484 | \$ 11,484 | \$ 11,484 | \$ 11,484 | \$ 11,484 |
| Supplies | 5,475 | 6,300 | 6,300 | 6,300 | 6,300 | 6,300 |
| Purchase Services | 21,325 | 24,965 | 24,965 | 24,965 | 24,965 | 24,965 |
| Capital Outlay | 4,757 | - | - | - | - | - |
| Total | \$ 42,135 | \$ 42,749 | \$ 42,749 | \$ 42,749 | \$ 42,749 | \$ 42,749 |

**CITY OF ROWLETT
FY 2012-13
PEG FUND**

BUDGET AND EXPEDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 9,016 | \$ 22,530 | \$ 22,530 | \$ 22,530 | \$ 49,479 | \$ 64,974 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | 93,061 | 85,042 | 85,042 | 94,728 | 85,042 | 85,042 |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | - | - | - | - | - | - |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>93,061</u> | <u>85,042</u> | <u>85,042</u> | <u>94,728</u> | <u>85,042</u> | <u>85,042</u> |
| Total Available Resources | <u>102,077</u> | <u>107,572</u> | <u>107,572</u> | <u>117,258</u> | <u>134,521</u> | <u>150,016</u> |
| Expenditures: | | | | | | |
| Personnel Services | 65,127 | 67,779 | 67,779 | 67,779 | 69,547 | 72,324 |
| Supplies | 4,735 | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>69,862</u> | <u>67,779</u> | <u>67,779</u> | <u>67,779</u> | <u>69,547</u> | <u>72,324</u> |
| Ending Resources | <u>\$ 32,215</u> | <u>\$ 39,793</u> | <u>\$ 39,793</u> | <u>\$ 49,479</u> | <u>\$ 64,974</u> | <u>\$ 77,692</u> |

**CITY OF ROWLETT
FY 2012-13
PEG FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Franchise Fee | \$ 93,061 | \$ 85,042 | \$ 85,042 | \$ 94,728 | \$ 85,042 | \$ 85,042 |
| Other: | | | | | | |
| Miscellaneous | - | - | - | - | - | - |
| Interest Income | - | - | - | - | - | - |
| Total Current Revenues | <u>\$ 93,061</u> | <u>\$ 85,042</u> | <u>\$ 85,042</u> | <u>\$ 94,728</u> | <u>\$ 85,042</u> | <u>\$ 85,042</u> |

**CITY OF ROWLETT
FY 2012-13
PEG FUND**

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 65,127 | \$ 67,779 | \$ 67,779 | \$ 67,779 | \$ 69,547 | \$ 72,324 |
| Supplies | 4,735 | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 69,862 | \$ 67,779 | \$ 67,779 | \$ 67,779 | \$ 69,547 | \$ 72,324 |

POSITION SUMMARY

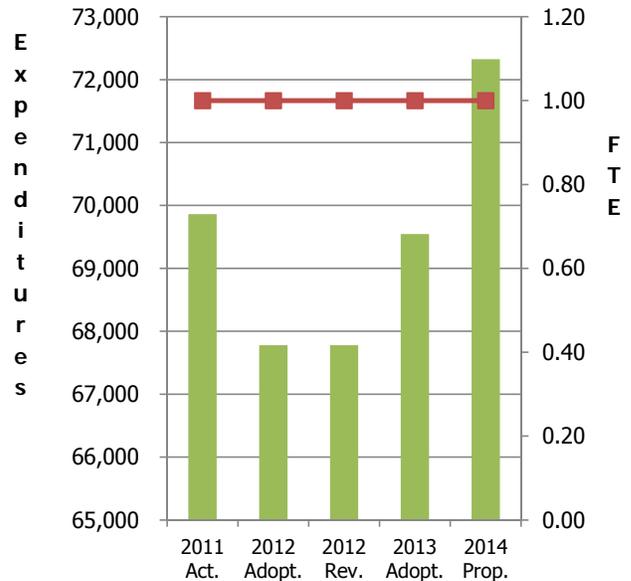
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |

By Status:

| | | | | | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Full-Time | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 1.00 | \$ 69,862 |
| 2012 Adopt. | 1.00 | \$ 67,779 |
| 2012 Rev. | 1.00 | \$ 67,779 |
| 2013 Adopt. | 1.00 | \$ 69,547 |
| 2014 Prop. | 1.00 | \$ 72,324 |

Note:



**CITY OF ROWLETT
FY 2012-13
GRANTS FUND**

BUDGET AND EXPEDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|---------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ (331,326) | \$ - | \$ - | \$ (29,757) | \$ - | \$ - |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 700,259 | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | - | 24,590 | 24,590 | 54,347 | 24,590 | 24,590 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>700,259</u> | <u>24,590</u> | <u>24,590</u> | <u>54,347</u> | <u>24,590</u> | <u>24,590</u> |
| Total Available Resources | <u>368,933</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> |
| Expenditures: | | | | | | |
| Personnel Services | 47,961 | 24,590 | 24,590 | 24,590 | 24,590 | 24,590 |
| Supplies | 13,009 | - | - | - | - | - |
| Purchase Services | 45,867 | - | - | - | - | - |
| Capital Outlay | 291,853 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>398,690</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> | <u>24,590</u> |
| Ending Resources | <u>\$ (29,757)</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
GRANTS FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|-----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Grants | \$ 700,259 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other: | | | | | | |
| Other Entity | - | 24,590 | 24,590 | 54,347 | 24,590 | 24,590 |
| Miscellaneous | - | - | - | - | - | - |
| Interest Income | - | - | - | - | - | - |
| | - | 24,590 | 24,590 | 54,347 | 24,590 | 24,590 |
| Total Current Revenues | \$ 700,259 | \$ 24,590 | \$ 24,590 | \$ 54,347 | \$ 24,590 | \$ 24,590 |

CURRENT GRANT AWARDS

| | | | |
|---------------|--|-----------|-----------|
| Other: | | | |
| GISD Security | | \$ 24,590 | \$ 24,590 |
| | | \$ 24,590 | \$ 24,590 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 47,961 | \$ 24,590 | \$ 24,590 | \$ 24,590 | \$ 24,590 | \$ 24,590 |
| Supplies | 13,009 | - | - | - | - | - |
| Purchase Services | 45,867 | - | - | - | - | - |
| Capital Outlay | 291,853 | - | - | - | - | - |
| Total | \$ 398,690 | \$ 24,590 | \$ 24,590 | \$ 24,590 | \$ 24,590 | \$ 24,590 |

**CITY OF ROWLETT
FY 2012-13
CDBG FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|----------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 20,976 | \$ 20,476 | \$ 20,476 | \$ (76,529) | \$ - | \$ - |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 23,638 | 217,245 | 217,245 | 293,774 | 228,181 | 228,181 |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>23,638</u> | <u>217,245</u> | <u>217,245</u> | <u>293,774</u> | <u>228,181</u> | <u>228,181</u> |
| Total Available Resources | <u>44,614</u> | <u>237,721</u> | <u>237,721</u> | <u>217,245</u> | <u>228,181</u> | <u>228,181</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 44,601 | 22,000 | 22,000 | 22,000 | 24,000 | 24,000 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 76,542 | 195,245 | 195,245 | 195,245 | 204,181 | 204,181 |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>121,143</u> | <u>217,245</u> | <u>217,245</u> | <u>217,245</u> | <u>228,181</u> | <u>228,181</u> |
| Ending Resources | <u>\$ (76,529)</u> | <u>\$ 20,476</u> | <u>\$ 20,476</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
CDBG FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Other: | | | | | | |
| CDBG | \$ 23,625 | \$ 217,245 | \$ 217,245 | \$ 293,774 | \$ 228,181 | \$ 228,181 |
| Interest Income | 13 | - | - | - | - | - |
| Total Current Revenues | \$ 23,638 | \$ 217,245 | \$ 217,245 | \$ 293,774 | \$ 228,181 | \$ 228,181 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 44,601 | 22,000 | 22,000 | 22,000 | 24,000 | 24,000 |
| Capital Improvements | 76,542 | 195,245 | 195,245 | 195,245 | 204,181 | 204,181 |
| Transfers | - | - | - | - | - | - |
| Total | \$ 121,143 | \$ 217,245 | \$ 217,245 | \$ 217,245 | \$ 228,181 | \$ 228,181 |

**CITY OF ROWLETT
FY 2012-13
TAX INCREMENT FINANCING (TIF) FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|----------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| Current Revenues: | | | | | | |
| Tax Revenues | 294,925 | 290,845 | 290,845 | 290,845 | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | - | - | - | - | - | - |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>294,925</u> | <u>290,845</u> | <u>290,845</u> | <u>290,845</u> | - | - |
| Total Available Resources | <u>295,925</u> | <u>291,845</u> | <u>291,845</u> | <u>291,845</u> | - | - |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 294,925 | 290,845 | 290,845 | 291,845 | - | - |
| Total Expenditures | <u>294,925</u> | <u>290,845</u> | <u>290,845</u> | <u>291,845</u> | - | - |
| Ending Resources | <u>\$ 1,000</u> | <u>\$ 1,000</u> | <u>\$ 1,000</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**CITY OF ROWLETT
FY 2012-13
TAX INCREMENT FINANCING (TIF) FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Tax Revenues: | | | | | | |
| Property Tax | \$ 294,925 | \$ 290,845 | \$ 290,845 | \$ 290,845 | \$ - | \$ - |
| Other: | | | | | | |
| Interest Earnings | - | - | - | - | - | - |
| Total Current Revenues | \$ 294,925 | \$ 290,845 | \$ 290,845 | \$ 290,845 | \$ - | \$ - |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | 294,925 | 290,845 | 290,845 | 291,845 | - | - |
| Total | \$ 294,925 | \$ 290,845 | \$ 290,845 | \$ 291,845 | \$ - | \$ - |

**CITY OF ROWLETT
FY 2012-13
JUVENILE DIVERSION FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 105,296 | \$ 98,044 | \$ 98,044 | \$ 98,044 | \$ 92,278 | \$ 92,285 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 37,307 | 41,602 | 41,602 | 41,602 | 33,281 | 33,281 |
| Other | 535 | - | - | - | - | - |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>37,842</u> | <u>41,602</u> | <u>41,602</u> | <u>41,602</u> | <u>33,281</u> | <u>33,281</u> |
| Total Available Resources | <u>143,138</u> | <u>139,646</u> | <u>139,646</u> | <u>139,646</u> | <u>125,559</u> | <u>125,566</u> |
| Expenditures: | | | | | | |
| Personnel Services | 7,887 | 73,136 | 73,136 | 47,368 | 28,274 | 29,132 |
| Supplies | - | - | - | - | 700 | 700 |
| Purchase Services | - | - | - | - | 4,300 | 4,300 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>7,887</u> | <u>73,136</u> | <u>73,136</u> | <u>47,368</u> | <u>33,274</u> | <u>34,132</u> |
| Ending Resources | <u>\$ 135,251</u> | <u>\$ 66,510</u> | <u>\$ 66,510</u> | <u>\$ 92,278</u> | <u>\$ 92,285</u> | <u>\$ 91,434</u> |

**CITY OF ROWLETT
FY 2012-13
JUVENILE DIVERSION FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Fines: | | | | | | |
| Juvenile Caseworker | \$ 37,307 | \$ 41,602 | \$ 41,602 | \$ 41,602 | \$ 33,281 | \$ 33,281 |
| Other: | | | | | | |
| Interest Income | 535 | - | - | - | - | - |
| Total Current Revenues | <u>\$ 37,842</u> | <u>\$ 41,602</u> | <u>\$ 41,602</u> | <u>\$ 41,602</u> | <u>\$ 33,281</u> | <u>\$ 33,281</u> |

**CITY OF ROWLETT
FY 2012-13
JUVENILE DIVERSION FUND**

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 7,887 | \$ 73,136 | \$ 73,136 | \$ 47,368 | \$ 28,274 | \$ 29,132 |
| Supplies | - | - | - | - | 700 | 700 |
| Purchase Services | - | - | - | - | 4,300 | 4,300 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 7,887 | \$ 73,136 | \$ 73,136 | \$ 47,368 | \$ 33,274 | \$ 34,132 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |

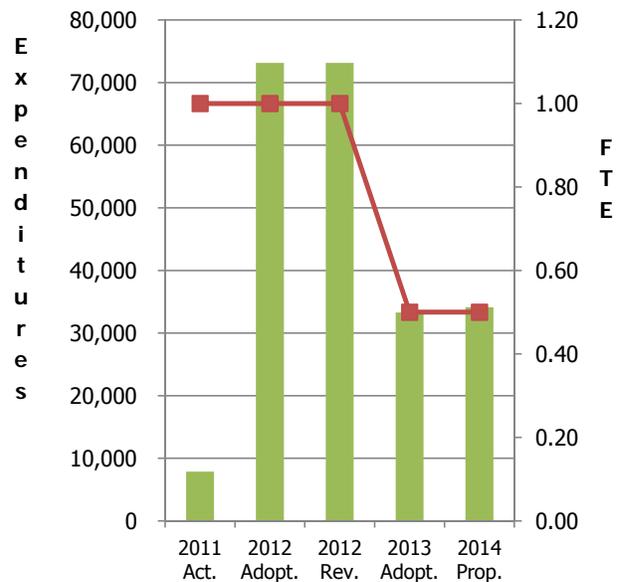
By Status:

| | | | | | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Full-Time | 1.00 | 1.00 | 1.00 | - | - | - |
| Continuous Part-Time | - | - | - | 0.50 | 0.50 | 0.50 |
| Seasonal | - | - | - | - | - | - |
| Total | 1.00 | 1.00 | 1.00 | 0.50 | 0.50 | 0.50 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 1.00 | \$ 7,887 |
| 2012 Adopt. | 1.00 | \$ 73,136 |
| 2012 Rev. | 1.00 | \$ 73,136 |
| 2013 Adopt. | 0.50 | \$ 33,274 |
| 2014 Prop. | 0.50 | \$ 34,132 |

Notes:
The full-time Juvenile Caseworker position was reduced to part-time during FY 2012.

Since the last legislative session, cities may now utilize these funds for expenses other than personnel.



**CITY OF ROWLETT
FY 2012-13
COURT TECHNOLOGY FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 224,241 | \$ 227,048 | \$ 227,048 | \$ 227,048 | \$ 189,427 | \$ 10,243 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 29,985 | 33,670 | 33,670 | 33,670 | 26,936 | 26,936 |
| Other | 930 | - | - | - | - | - |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>30,915</u> | <u>33,670</u> | <u>33,670</u> | <u>33,670</u> | <u>26,936</u> | <u>26,936</u> |
| Total Available Resources | <u>255,156</u> | <u>260,718</u> | <u>260,718</u> | <u>260,718</u> | <u>216,363</u> | <u>37,179</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | 143,305 | - |
| Purchase Services | 7,745 | 33,670 | 33,670 | 71,291 | 62,815 | 29,145 |
| Capital Outlay | 29,915 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>37,660</u> | <u>33,670</u> | <u>33,670</u> | <u>71,291</u> | <u>206,120</u> | <u>29,145</u> |
| Ending Resources | <u>\$ 217,496</u> | <u>\$ 227,048</u> | <u>\$ 227,048</u> | <u>\$ 189,427</u> | <u>\$ 10,243</u> | <u>\$ 8,034</u> |

**CITY OF ROWLETT
FY 2012-13
COURT TECHNOLOGY FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Fines: | | | | | | |
| Court Technology | \$ 29,985 | \$ 33,670 | \$ 33,670 | \$ 33,670 | \$ 26,936 | \$ 26,936 |
| Other: | | | | | | |
| Interest Earnings | 930 | - | - | - | - | - |
| Total Current Revenues | \$ 30,915 | \$ 33,670 | \$ 33,670 | \$ 33,670 | \$ 26,936 | \$ 26,936 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | 143,305 | - |
| Purchase Services | 7,745 | 33,670 | 33,670 | 71,291 | 62,815 | 29,145 |
| Capital Outlay | 29,915 | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Total | \$ 37,660 | \$ 33,670 | \$ 33,670 | \$ 71,291 | \$ 206,120 | \$ 29,145 |

**CITY OF ROWLETT
FY 2012-13
COURT SECURITY FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 76,352 | \$ 55,356 | \$ 55,356 | \$ 55,356 | \$ 40,414 | \$ 38,279 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 22,442 | 25,044 | 25,044 | 9,909 | 20,035 | 20,035 |
| Other | 287 | - | - | - | - | - |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>22,729</u> | <u>25,044</u> | <u>25,044</u> | <u>9,909</u> | <u>20,035</u> | <u>20,035</u> |
| Total Available Resources | <u>99,081</u> | <u>80,400</u> | <u>80,400</u> | <u>65,265</u> | <u>60,449</u> | <u>58,314</u> |
| Expenditures: | | | | | | |
| Personnel Services | 42,489 | 24,851 | 24,851 | 24,851 | 22,170 | 22,836 |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 110 | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>42,599</u> | <u>24,851</u> | <u>24,851</u> | <u>24,851</u> | <u>22,170</u> | <u>22,836</u> |
| Ending Resources | <u>\$ 56,482</u> | <u>\$ 55,549</u> | <u>\$ 55,549</u> | <u>\$ 40,414</u> | <u>\$ 38,279</u> | <u>\$ 35,478</u> |

**CITY OF ROWLETT
FY 2012-13
COURT SECURITY FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|--------------------|-------------------|-----------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Fines: | | | | | | |
| Court Security | \$ 22,442 | \$ 25,044 | \$ 25,044 | \$ 9,909 | \$ 20,035 | \$ 20,035 |
| Other: | | | | | | |
| Interest Income | 287 | - | - | - | - | - |
| Total Current Revenues | <u>\$ 22,729</u> | <u>\$ 25,044</u> | <u>\$ 25,044</u> | <u>\$ 9,909</u> | <u>\$ 20,035</u> | <u>\$ 20,035</u> |

**CITY OF ROWLETT
FY 2012-13
COURT SECURITY FUND**

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 42,489 | \$ 24,851 | \$ 24,851 | \$ 24,851 | \$ 22,170 | \$ 22,836 |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 110 | - | - | - | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 42,599 | \$ 24,851 | \$ 24,851 | \$ 24,851 | \$ 22,170 | \$ 22,836 |

POSITION SUMMARY

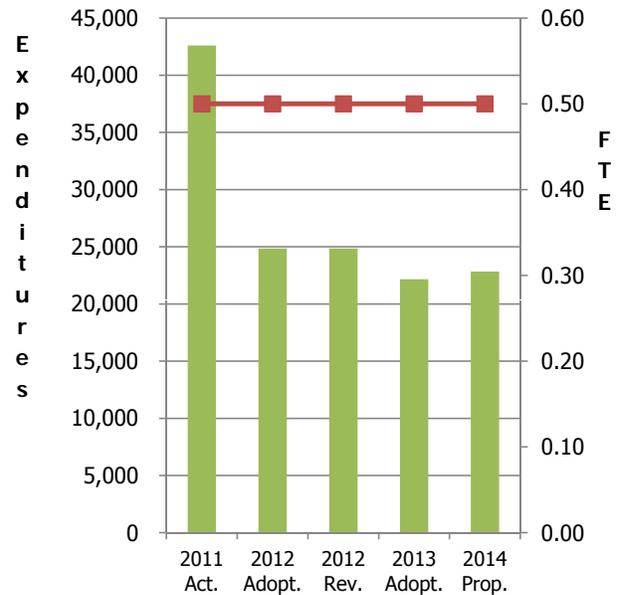
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------|----------------------|--------------------|-------------------|----------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |

By Status:

| | | | | | | |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Full-Time | - | - | - | - | - | - |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Total | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 0.50 | \$ 42,599 |
| 2012 Adopt. | 0.50 | \$ 24,851 |
| 2012 Rev. | 0.50 | \$ 24,851 |
| 2013 Adopt. | 0.50 | \$ 22,170 |
| 2014 Prop. | 0.50 | \$ 22,836 |

Notes:



**CITY OF ROWLETT
FY 2012-13
TRAFFIC SAFETY FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 31,923 | \$ 32,391 | \$ 32,391 | \$ 24,367 | \$ 24,367 | \$ 24,367 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | 361,739 | 297,458 | 297,458 | 297,458 | 297,458 | 297,458 |
| Other | 297 | 468 | 468 | 468 | 468 | 468 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>362,036</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> |
| Total Available Resources | <u>393,959</u> | <u>330,317</u> | <u>330,317</u> | <u>322,293</u> | <u>322,293</u> | <u>322,293</u> |
| Expenditures: | | | | | | |
| Personnel Services | 1,182 | 1,838 | 1,838 | 1,838 | 1,838 | 1,838 |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 368,410 | 296,088 | 296,088 | 296,088 | 296,088 | 296,088 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>369,592</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> | <u>297,926</u> |
| Ending Resources | <u>\$ 24,367</u> | <u>\$ 32,391</u> | <u>\$ 32,391</u> | <u>\$ 24,367</u> | <u>\$ 24,367</u> | <u>\$ 24,367</u> |

**CITY OF ROWLETT
FY 2012-13
TRAFFIC SAFETY FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Fines and Forfeitures | \$ 361,739 | \$ 297,458 | \$ 297,458 | \$ 297,458 | \$ 297,458 | \$ 297,458 |
| Miscellaneous | | - | - | - | | |
| Interest Earnings | 297 | 468 | 468 | 468 | 468 | 468 |
| Total Current Revenues | \$ 362,036 | \$ 297,926 | \$ 297,926 | \$ 297,926 | \$ 297,926 | \$ 297,926 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 1,182 | \$ 1,838 | \$ 1,838 | \$ 1,838 | \$ 1,838 | \$ 1,838 |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 368,410 | 296,088 | 296,088 | 296,088 | 296,088 | 296,088 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total | \$ 369,592 | \$ 297,926 | \$ 297,926 | \$ 297,926 | \$ 297,926 | \$ 297,926 |

**CITY OF ROWLETT
FY 2012-13
DEBT SERVICE FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 234,354 | \$ 208,731 | \$ 208,731 | \$ 288,733 | \$ 277,312 | \$ 277,312 |
| Current Revenues: | | | | | | |
| Tax Revenues | 8,095,918 | 8,045,463 | 8,045,463 | 8,031,961 | 7,984,520 | 7,688,769 |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 5,883 | 13,293 | 13,293 | 6,000 | 6,000 | 6,000 |
| Transfers In | 924,424 | 937,965 | 937,965 | 904,763 | 622,219 | 634,637 |
| Total Current Revenues | <u>9,026,225</u> | <u>8,996,721</u> | <u>8,996,721</u> | <u>8,942,724</u> | <u>8,612,739</u> | <u>8,329,406</u> |
| Total Available Resources | <u>9,260,579</u> | <u>9,205,452</u> | <u>9,205,452</u> | <u>9,231,457</u> | <u>8,890,051</u> | <u>8,606,718</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 198,740 | 135,499 | 135,499 | 129,415 | 133,469 | 136,542 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | 8,773,106 | 8,814,969 | 8,814,969 | 8,824,730 | 8,479,270 | 8,192,864 |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>8,971,846</u> | <u>8,950,468</u> | <u>8,950,468</u> | <u>8,954,145</u> | <u>8,612,739</u> | <u>8,329,406</u> |
| Ending Resources | <u>\$ 288,733</u> | <u>\$ 254,984</u> | <u>\$ 254,984</u> | <u>\$ 277,312</u> | <u>\$ 277,312</u> | <u>\$ 277,312</u> |

**CITY OF ROWLETT
FY 2012-13
DEBT SERVICE FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|--|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Tax Revenues: | | | | | | |
| Current Taxes | \$ 6,764,476 | \$ 6,412,334 | \$ 6,412,334 | \$ 6,861,156 | \$ 6,779,616 | \$ 6,521,661 |
| Delinquent Taxes | 1,135,513 | 1,413,420 | 1,413,420 | 964,598 | 998,697 | 960,901 |
| Delinquent Prior | 129,055 | 117,531 | 117,531 | 132,771 | 132,771 | 132,771 |
| Penalties and Interest | 66,874 | 102,178 | 102,178 | 73,436 | 73,436 | 73,436 |
| Total | 8,095,918 | 8,045,463 | 8,045,463 | 8,031,961 | 7,984,520 | 7,688,769 |
| Other: | | | | | | |
| Interest Income | 5,883 | 13,293 | 13,293 | 6,000 | 6,000 | 6,000 |
| Total | 5,883 | 13,293 | 13,293 | 6,000 | 6,000 | 6,000 |
| Internal Transfers: | | | | | | |
| Refuse Fund | 239,949 | 241,656 | 241,656 | 290,845 | 243,043 | 239,218 |
| TIF Fund | 294,925 | 290,845 | 290,845 | 372,262 | - | - |
| Golf Fund | 389,550 | 405,464 | 405,464 | 241,656 | 379,176 | 395,419 |
| Total | 924,424 | 937,965 | 937,965 | 904,763 | 622,219 | 634,637 |
| Total Revenues & Transfers In | \$ 9,026,225 | \$ 8,996,721 | \$ 8,996,721 | \$ 8,942,724 | \$ 8,612,739 | \$ 8,329,406 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 198,740 | 135,499 | 135,499 | 129,415 | 133,469 | 136,542 |
| Capital Outlay | - | - | - | - | - | - |
| Debt Service | 8,773,106 | 8,814,969 | 8,814,969 | 8,824,730 | 8,479,270 | 8,192,864 |
| Total | \$ 8,971,846 | \$ 8,950,468 | \$ 8,950,468 | \$ 8,954,145 | \$ 8,612,739 | \$ 8,329,406 |

**CITY OF ROWLETT
FY 2012-13
GOLF FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 581,476 | \$ 496,376 | \$ 496,376 | \$ 556,211 | \$ 502,390 | \$ 713,842 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 590,903 | 595,847 | 595,847 | 553,745 | 600,628 | 600,628 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>590,903</u> | <u>595,847</u> | <u>595,847</u> | <u>553,745</u> | <u>600,628</u> | <u>600,628</u> |
| Total Available Resources | <u>1,172,379</u> | <u>1,092,223</u> | <u>1,092,223</u> | <u>1,109,956</u> | <u>1,103,018</u> | <u>1,314,470</u> |
| Expenditures: | | | | | | |
| Personnel Services | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Capital Outlay | 76,618 | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 539,550 | 555,464 | 555,464 | 597,566 | 379,176 | 395,419 |
| Total Expenditures | <u>616,168</u> | <u>565,464</u> | <u>565,464</u> | <u>607,566</u> | <u>389,176</u> | <u>405,419</u> |
| Ending Resources | <u>\$ 556,211</u> | <u>\$ 526,759</u> | <u>\$ 526,759</u> | <u>\$ 502,390</u> | <u>\$ 713,842</u> | <u>\$ 909,051</u> |

**CITY OF ROWLETT
FY 2012-13
GOLF FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Other: | | | | | | |
| Licenses and Permits | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest Income | 2,544 | 2,005 | 2,005 | 2,005 | 2,005 | 2,005 |
| Rentals/Leases | 588,058 | 593,842 | 593,842 | 551,740 | 598,623 | 598,623 |
| Miscellaneous | 301 | - | - | - | - | - |
| Total Current Revenues | \$ 590,903 | \$ 595,847 | \$ 595,847 | \$ 553,745 | \$ 600,628 | \$ 600,628 |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Capital Outlay | 76,618 | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers Out | 539,550 | 555,464 | 555,464 | 597,566 | 379,176 | 395,419 |
| Total | \$ 616,168 | \$ 565,464 | \$ 565,464 | \$ 607,566 | \$ 389,176 | \$ 405,419 |

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 4,599,295 | \$ 3,773,501 | \$ 3,773,501 | \$ 5,472,896 | \$ 5,686,666 | \$ 5,769,733 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 23,628,759 | 23,609,875 | 23,609,875 | 23,489,500 | 26,637,620 | 27,967,096 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 12,991 | 126,172 | 126,172 | 11,976 | 11,976 | 11,976 |
| Transfers In | 289,397 | 289,397 | 289,397 | 289,397 | 139,397 | 139,397 |
| Total Current Revenues | <u>23,931,147</u> | <u>24,025,444</u> | <u>24,025,444</u> | <u>23,790,873</u> | <u>26,788,993</u> | <u>28,118,469</u> |
| Total Available Resources | <u>28,530,442</u> | <u>27,798,945</u> | <u>27,798,945</u> | <u>29,263,769</u> | <u>32,475,659</u> | <u>33,888,202</u> |
| Expenditures: | | | | | | |
| Personnel Services | 1,761,296 | 2,068,381 | 2,068,381 | 2,068,381 | 2,092,000 | 2,176,636 |
| Supplies | 373,715 | 310,284 | 310,284 | 310,284 | 317,052 | 317,052 |
| Purchase Services | 8,932,216 | 10,109,657 | 10,109,657 | 10,198,869 | 10,902,559 | 11,924,658 |
| Capital Outlay | 445,071 | 208,703 | 208,703 | 18,703 | - | - |
| Capital Improvements | 2,250,000 | 550,000 | 550,000 | 550,000 | 2,800,000 | 2,800,000 |
| Debt Service | 5,010,336 | 5,117,984 | 5,117,984 | 5,019,023 | 5,117,984 | 5,117,984 |
| Transfers Out | 4,284,912 | 5,450,428 | 5,450,428 | 5,411,843 | 5,476,331 | 5,476,331 |
| Total Expenditures | <u>23,057,546</u> | <u>23,815,437</u> | <u>23,815,437</u> | <u>23,577,103</u> | <u>26,705,926</u> | <u>27,812,661</u> |
| Ending Resources | <u>\$ 5,472,896</u> | <u>\$ 3,983,508</u> | <u>\$ 3,983,508</u> | <u>\$ 5,686,666</u> | <u>\$ 5,769,733</u> | <u>\$ 6,075,541</u> |

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Function: | | | | | | |
| Water / Wastewater Admin | \$ 385,610 | \$ 365,262 | \$ 365,262 | \$ 365,262 | \$ 463,009 | \$ 477,210 |
| Water Operations | 6,057,523 | 6,134,273 | 6,134,273 | 6,072,831 | 6,660,550 | 7,426,012 |
| Wastewater Operations | 4,037,794 | 4,588,624 | 4,588,624 | 4,541,317 | 4,520,560 | 4,771,308 |
| Revenue Office | 549,847 | 614,292 | 614,292 | 613,770 | 602,384 | 616,649 |
| Meter Services | 305,452 | 458,717 | 458,717 | 458,717 | 529,251 | 591,310 |
| Non-Departmental | 11,721,320 | 11,654,269 | 11,654,269 | 11,525,206 | 13,930,172 | 13,930,172 |
| Total Expenditures | \$ 23,057,546 | \$ 23,815,437 | \$ 23,815,437 | \$ 23,577,103 | \$ 26,705,926 | \$ 27,812,661 |

By Category:

| | | | | | | |
|---------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Personnel Services | \$ 1,761,296 | \$ 2,068,381 | \$ 2,068,381 | \$ 2,068,381 | \$ 2,092,000 | \$ 2,176,636 |
| Supplies | 373,715 | 310,284 | 310,284 | 310,284 | 317,052 | 317,052 |
| Purchase Services | 8,932,216 | 10,109,657 | 10,109,657 | 10,198,869 | 10,902,559 | 11,924,658 |
| Capital Outlay | 445,071 | 208,703 | 208,703 | 18,703 | - | - |
| Capital Improvements | 2,250,000 | 550,000 | 550,000 | 550,000 | 2,800,000 | 2,800,000 |
| Debt Service | 5,010,336 | 5,117,984 | 5,117,984 | 5,019,023 | 5,117,984 | 5,117,984 |
| Transfers Out | 4,284,912 | 5,450,428 | 5,450,428 | 5,411,843 | 5,476,331 | 5,476,331 |
| Total Expenditures | \$ 23,057,546 | \$ 23,815,437 | \$ 23,815,437 | \$ 23,577,103 | \$ 26,705,926 | \$ 27,812,661 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Full-Time | 33.50 | 34.50 | 34.50 | 34.50 | 34.50 | 34.50 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 33.50 | 34.50 | 34.50 | 34.50 | 34.50 | 34.50 |

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Charges for Services: | | | | | | |
| Water | \$ 12,658,481 | \$ 12,334,621 | \$ 12,334,621 | \$ 12,315,543 | \$ 15,315,474 | \$ 16,310,909 |
| Sewer | 10,233,550 | 10,499,770 | 10,499,770 | 10,398,213 | 10,554,799 | 10,888,840 |
| Subdivision Inspections | - | 5,643 | 5,643 | - | - | - |
| Water & Sewer Penalty | 531,415 | 514,252 | 514,252 | 530,095 | 530,095 | 530,095 |
| Miscellaneous | 17,307 | 16,371 | 16,371 | 15,765 | 16,711 | 16,711 |
| Water Meter & Tap Fee | 13,300 | 15,000 | 15,000 | 22,450 | 17,875 | 17,875 |
| Service Connect | 53,766 | 61,784 | 61,784 | 55,630 | 55,630 | 55,630 |
| Reconnect Fee | 85,019 | 97,183 | 97,183 | 87,036 | 87,036 | 87,036 |
| Impact Fees | 35,921 | 65,251 | 65,251 | 64,768 | 60,000 | 60,000 |
| | <u>23,628,759</u> | <u>23,609,875</u> | <u>23,609,875</u> | <u>23,489,500</u> | <u>26,637,620</u> | <u>27,967,096</u> |
| Other: | | | | | | |
| Interest Income | 12,991 | 126,172 | 126,172 | 11,976 | 11,976 | 11,976 |
| G&A Transfer | 139,397 | 139,397 | 139,397 | 139,397 | 139,397 | 139,397 |
| Transfer in from Golf | 150,000 | 150,000 | 150,000 | 150,000 | - | - |
| Total | <u>302,388</u> | <u>415,569</u> | <u>415,569</u> | <u>301,373</u> | <u>151,373</u> | <u>151,373</u> |
| Total Current Revenues | <u>\$ 23,931,147</u> | <u>\$ 24,025,444</u> | <u>\$ 24,025,444</u> | <u>\$ 23,790,873</u> | <u>\$ 26,788,993</u> | <u>\$ 28,118,469</u> |

**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

WATER / WASTEWATER ADMINISTRATION

MISSION

To provide quality services with the least disruption to our community.

DESCRIPTION

The Utilities Water/Wastewater Administration Division provides administrative support for multiple divisions (Drainage, Streets, Traffic, Water and Wastewater). This division also provides right of way inspections for residential and commercial development and management of the Water and Wastewater Divisions.

GOALS AND OBJECTIVES

- Provide support for the day-to-day operations of all divisions in the Department.
- Development of policies and procedures for all the divisions within Utilities.
- Work on and Update Department Work Plans Quarterly to include initiatives developed by Public Works Administration.
- Regulate all activities within the public right-of-way.
- Implement heightened security initiatives for all crucial Utilities facilities.
- Implement heightened response to water leaks, water breaks, and lift station failures.
- Implement procurement of SCADA replacement, upgrades, and monitoring processes.
- Implement the initiation of AWWA Effective Utility Management (EUM) BMPs and self assessment phase of APWA accreditation.
- Implement identified safety standards, processes, and safety task force findings.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Process Right-of-Way Permits | < 10 days | < 10 days | < 10 days | < 10 days | < 10 days |
| Process Invoices / Payments | < 10 days | < 10 days | < 10 days | < 10 days | < 10 days |
| Regulatory Reports (Completed on time: TCEQ, NTMWD, Garland, TWDB) | 15 | 15 | 15 | 15 | 15 |

**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

WATER / WASTEWATER ADMINISTRATION

FY 2012 HIGHLIGHTS

- Review, develop and update Standard Operating Procedures.
- Reorganize utility operations and organizational structure.
- Develop and implement a succession plan.
- Completed Consumer Confidence Report on time and distributed to all consumers
- Completed Water Conservation Annual Report
- Completed NTMWD Conservation Report
- Completed Utility Profile Report
- Completed Water Management & Drought Contingency Report
- Completed Water Conservation & Implementation Report
- Completed Monthly Operating Report (TCEQ)
- Completed Disinfectant Quarterly Operating Report
- Completed Dallas Monthly Raw Water Report
- Completed Quarterly Calibration Reports (Garland)
- Completed all internal reports (e.g., water loss)
- Completed Water Use Survey Report
- Completed Industrial Waste Survey (Garland)
- Completed Surface Water Report (TCEQ)
- Completed Quarterly Significant Non-Compliance Report (Garland)

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

WATER / WASTEWATER ADMINISTRATION

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 293,679 | \$ 275,137 | \$ 275,137 | \$ 275,137 | \$ 371,734 | \$ 385,935 |
| Supplies | 43,177 | 47,900 | 47,900 | 47,900 | 52,575 | 52,575 |
| Purchase Services | 48,754 | 42,225 | 42,225 | 42,225 | 38,700 | 38,700 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 385,610 | \$ 365,262 | \$ 365,262 | \$ 365,262 | \$ 463,009 | \$ 477,210 |

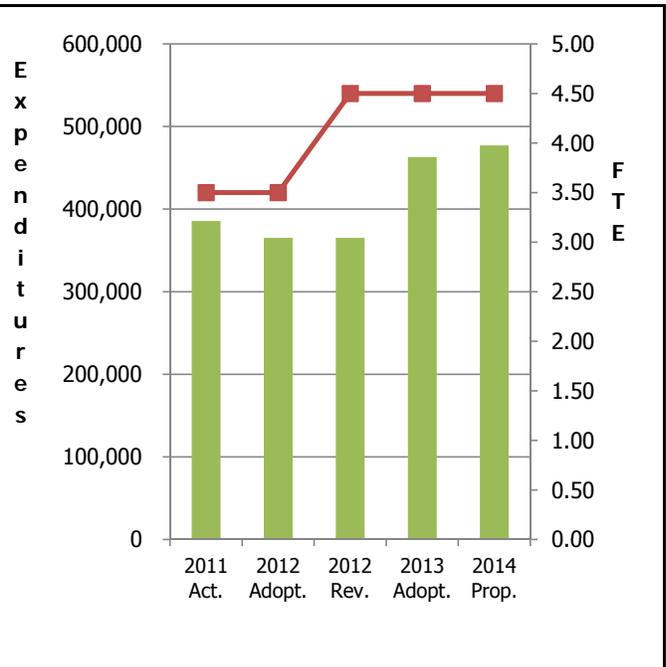
POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 3.50 | 3.50 | 4.50 | 4.50 | 4.50 | 4.50 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 3.50 | 3.50 | 4.50 | 4.50 | 4.50 | 4.50 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 3.50 | \$ 385,610 |
| 2012 Adopt. | 3.50 | \$ 365,262 |
| 2012 Rev. | 4.50 | \$ 365,262 |
| 2013 Adopt. | 4.50 | \$ 463,009 |
| 2014 Prop. | 4.50 | \$ 477,210 |

Notes:

Utility Operations Manager position was added during FY2012.



**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

WATER

MISSION

The mission of the Water Utility division of Public Works/Utilities is to provide Rowlett citizens within the service area with an adequate supply of high quality, clean water.

DESCRIPTION

The Water Utility division of Public Works/Utilities is to provide quality services (Utilities) with the least disruption to our community. The Water Utility Division maintains the City's distribution system by ensuring the resolution of customer issues associated with the system with the least disruption to the community, the inspection, maintenance, replacement and repair of 3 pumping stations, 7 ground storage tanks, 4 elevated tanks; the replacement, repair and maintenance of water main and service lines including all the appurtenances associated with the system, which include 4000+ valves, 2093 hydrants, and fittings; flushing 135 dead end main lines and collecting 60 bacteriological samples per month as required by TCEQ and NTWMD.

GOALS AND OBJECTIVES

- Management of the Water Distribution System
 - Repair/replacement of water lines, valves and fire hydrants
 - Service / Exercise valves and fire hydrants to ensure proper and continuous operation
- Replacement and upgrade the System Control and Data Acquisition (SCADA) Network to ensure continuous adequate operations of the Distribution System.
- Implement the Water Master Plan - Pressure Priority – Obtain a minimum system pressure of 40 PSI working toward an optimum system pressure of 60 PSI Citywide.
- Service and exercise 2090 fire hydrants twice a year.
- Exercise 4000+ valves annually
- Collect, document, and report 60 bacteriological samples per month to ensure distribution compliance.
 - Flush 137 dead end main lines monthly to ensure distribution compliance.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| PSI (water pressure) | 60 | 60 | 60 | 60 | 60 |
| Daily distribution audit per capita (gallons) | N/A | 153 | 162 | 153 | 153 |

**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

WATER

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Bacteriological Samples Collected (Annually) | 320 | 320 | 865 | 320 | 320 |
| Hydrants Serviced (Annually) | N/A | N/A | 282 | 1,045 | 1,045 |
| Valves Exercised (Annually) | N/A | N/A | 208 | 2,000 | 2,000 |

FY 2012 HIGHLIGHTS

- Staff completed a system analysis resulting in a rate adjustment to the base rate providing for capital maintenance and repairs in upcoming years.
- The Interim Upper Pressure Plane Project was placed on line on February 24, 2012. As a result there was an increase of system pressure of 10 – 14 psi in the targeted neighborhoods.
- Staff serviced a total of 208 valves, 250 hydrants, repaired 25 hydrants and replaced 7 hydrants.
- The Merritt Road Water Station was cleaned and painted. Surface tanks were refurbished.

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

WATER

FINANCIAL SUMMARY

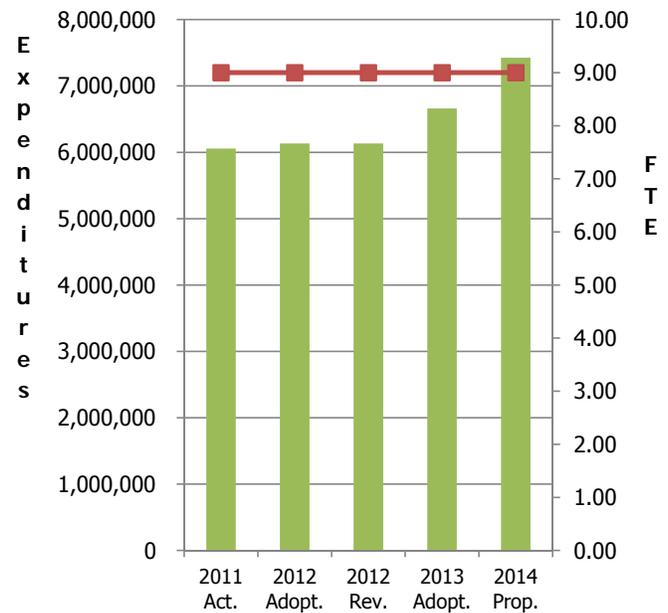
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 427,796 | \$ 550,311 | \$ 550,311 | \$ 550,311 | \$ 550,405 | \$ 572,419 |
| Supplies | 149,884 | 86,557 | 86,557 | 86,557 | 84,657 | 84,657 |
| Purchase Services | 5,053,475 | 5,402,405 | 5,402,405 | 5,435,963 | 6,025,488 | 6,768,936 |
| Capital Outlay | 426,368 | 95,000 | 95,000 | - | - | - |
| Total | \$ 6,057,523 | \$ 6,134,273 | \$ 6,134,273 | \$ 6,072,831 | \$ 6,660,550 | \$ 7,426,012 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 9.00 | \$ 6,057,523 |
| 2012 Adopt. | 9.00 | \$ 6,134,273 |
| 2012 Rev. | 9.00 | \$ 6,134,273 |
| 2013 Adopt. | 9.00 | \$ 6,660,550 |
| 2014 Prop. | 9.00 | \$ 7,426,012 |

Notes:
FY 2013 budget for water is \$707,313 higher than in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

WASTEWATER

MISSION

The mission of the Wastewater Utility division of Public/Works Utilities is to provide sewage services to the citizens of Rowlett.

DESCRIPTION

The Wastewater Utility Division of Public Works provides quality services (Utilities) with the least disruption to our community. The Wastewater Utility Division maintains the City's collection system by ensuring the resolution of customer issues associated with the system with the least disruption to the community, the inspection, maintenance, replacement and repair of 26 lift stations and 2 metering stations weekly, and the replacement and repair of sanitary sewer main and service lines including all the appurtenances (valves and fittings) associated with the system.

GOALS AND OBJECTIVES

- Management of the Wastewater Collection System
 - Repair/replacement of sewer lines, valves
 - Perform regular maintenance on pumps and motors, lift stations and water towers
- Upgrading of the SCADA System to help better operate the Wastewater Collection System
 - Minimize the number of overtime hours
 - Work on Master Plan
 - Elimination of Infiltration & Inflow (I & I) in the Wastewater Collection System
 - Completion of the Sanitary Sewer Evaluation Survey (SSES) Program

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Daily wastewater collection per capita (gallons) | N/A | 70 | 67 | 70 | 70 |
| Manholes Refurbished | N/A | 300 | 300 | 300 | 300 |
| Valves Exercised | N/A | N/A | 31 | 75 | 75 |
| Pumps Serviced | N/A | 55 | 22 | 55 | 55 |
| Lines cleaned (Linear Feet) | N/A | N/A | 23,000 | 35,000 | 48,000 |

**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

WASTEWATER

FY 2012 HIGHLIGHTS

- Procured short term upgrade for the Utilities SCADA System.
- Cleaned 23,000 linear feet of sanitary sewer main lines.
- Inspected and serviced 22 submersible pumps within the collection system.
- Exercised 31 valves within the collection system.

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

WASTEWATER

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 514,527 | \$ 663,868 | \$ 663,868 | \$ 663,868 | \$ 582,473 | \$ 606,070 |
| Supplies | 86,188 | 113,311 | 113,311 | 113,311 | 112,611 | 112,611 |
| Purchase Services | 3,437,079 | 3,716,445 | 3,716,445 | 3,764,138 | 3,825,476 | 4,052,627 |
| Capital Outlay | - | 95,000 | 95,000 | - | - | - |
| Total | \$ 4,037,794 | \$ 4,588,624 | \$ 4,588,624 | \$ 4,541,317 | \$ 4,520,560 | \$ 4,771,308 |

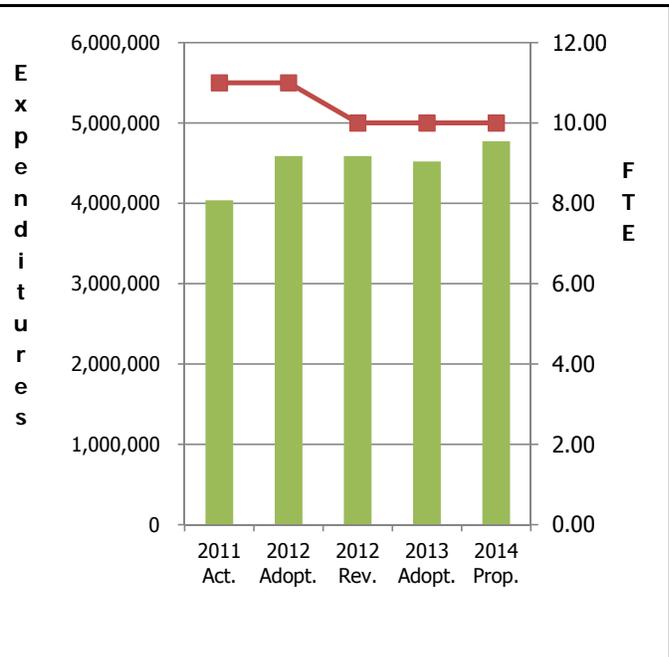
POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|--------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 11.00 | 11.00 | 10.00 | 10.00 | 10.00 | 10.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 11.00 | 11.00 | 10.00 | 10.00 | 10.00 | 10.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 11.00 | \$ 4,037,794 |
| 2012 Adopt. | 11.00 | \$ 4,588,624 |
| 2012 Rev. | 10.00 | \$ 4,588,624 |
| 2013 Adopt. | 10.00 | \$ 4,520,560 |
| 2014 Prop. | 10.00 | \$ 4,771,308 |

Notes:
One electrician position eliminated and another electrician position reclassified to a maintenance specialist during FY 2012.

FY 2013 budget for wastewater treatment is \$54,981 higher than in FY 2012.



**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

REVENUE OFFICE

MISSION

The Revenue Office is dedicated to delivering prompt, superior customer service through billing consistency and accuracy.

DESCRIPTION

Revenue Services serves as the principal business office of the City and is responsible for the billing and collection efforts for water, sewer, refuse and drainage fees, code enforcement/lot mowing, and provides oversight to contract billing services such as ambulance, property and sales taxes, and red light camera enforcement. This includes responding to customer concerns and issues, enforcing non- or late- payment practices and managing changes to the customer database.

GOALS AND OBJECTIVES

- Continue to track key performance indicators via monthly Utility Billing Statistical Report: water & sewer consumption, account adjustment history/counts, off-cycle counts and various payment statistics.
- Continue to expand reporting model for all key receivables to ensure that not only is the City monitoring major trends but evaluating the underlying causes of those trends to enhance information available to explain variances for future budgetary purposes. One revenue type will be evaluated each quarter.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|--|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Ensure that utility bills are processed within 7 days of the meter read date | 7 | 7 | 7 | 7 | 7 |
| Maintain utility bad debt at 1% or less * | .90% | .90% | .90% | .90% | .90% |

FY 2012 HIGHLIGHTS

- Updated every credit card machine in the city to be PCI SMART compliant; alleviating costly security breaches.

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

REVENUE OFFICE

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 318,003 | \$ 346,929 | \$ 346,929 | \$ 346,929 | \$ 343,724 | \$ 357,989 |
| Supplies | 5,003 | 4,430 | 4,430 | 4,430 | 4,500 | 4,500 |
| Purchase Services | 208,138 | 244,230 | 244,230 | 243,708 | 254,160 | 254,160 |
| Capital Outlay | 18,703 | 18,703 | 18,703 | 18,703 | - | - |
| Total | \$ 549,847 | \$ 614,292 | \$ 614,292 | \$ 613,770 | \$ 602,384 | \$ 616,649 |

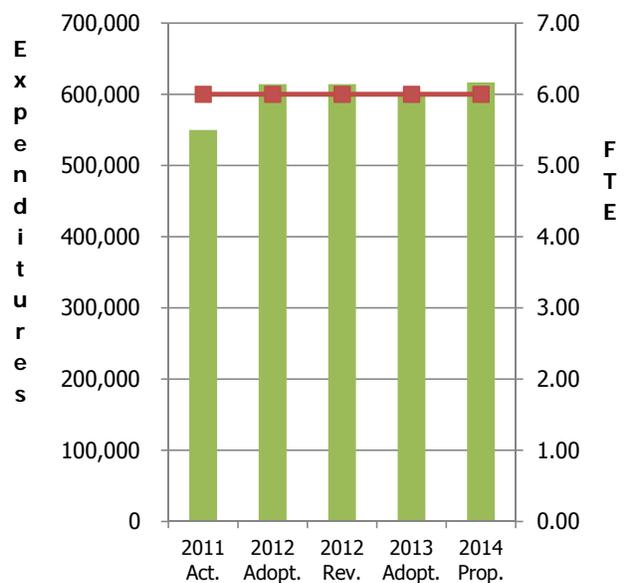
POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 6.00 | \$ 549,847 |
| 2012 Adopt. | 6.00 | \$ 614,292 |
| 2012 Rev. | 6.00 | \$ 614,292 |
| 2013 Adopt. | 6.00 | \$ 602,384 |
| 2014 Prop. | 6.00 | \$ 616,649 |

Notes:

\$10,000 was added in FY 2013 for an after-hours answering service.



**CITY OF ROWLETT
FY 2012-2013
UTILITY FUND**

METER SERVICES

MISSION

Meter Services strives for excellence in service through meter reading consistency and customer responsiveness.

DESCRIPTION

The Meter Services division is primarily responsible for installing, maintaining, and reading all City water meters every 29-31 days. This department also rechecks meter readings, investigates leaks, takes final readings and disconnects water service on delinquent accounts.

GOALS AND OBJECTIVES

- At the end of FY 2013, no meter will be older than 10 years.
- Continuing to instill a sense of pride and ownership in our community by reporting code violations while out in the field.
- Establish a level of billing consistency through regular meter reading and timely processing of customer's bills.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| Maintain monthly average 29-31 days meter readings | 30 | 30 | 30 | 30 | 30 |
| Service and maintain 20-25% of the City's meters annually | 20% | 20% | 20% | 20% | 20% |

FY 2012 HIGHLIGHTS

- Went from 7% of meter non-reads to 3%; ensuring accurate and consistent readings.

**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

METER SERVICES

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 207,291 | \$ 232,136 | \$ 232,136 | \$ 232,136 | \$ 243,664 | \$ 254,223 |
| Supplies | 89,463 | 58,086 | 58,086 | 58,086 | 62,709 | 62,709 |
| Purchase Services | 8,698 | 168,495 | 168,495 | 168,495 | 222,878 | 274,378 |
| Capital Outlay | - | - | - | - | - | - |
| Total | \$ 305,452 | \$ 458,717 | \$ 458,717 | \$ 458,717 | \$ 529,251 | \$ 591,310 |

POSITION SUMMARY

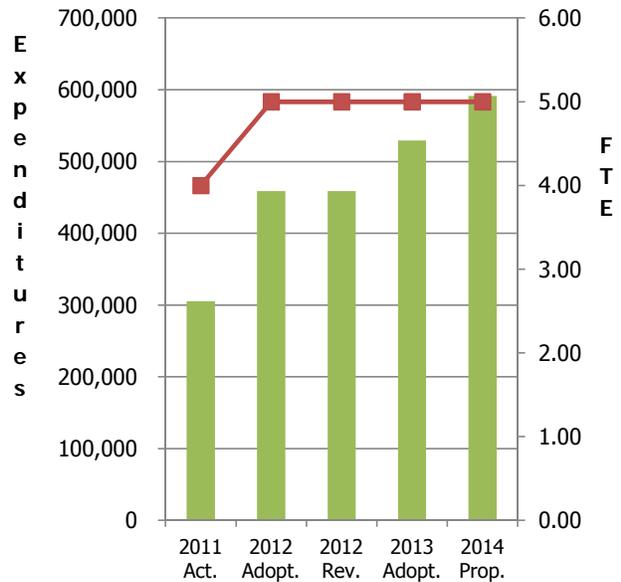
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 4.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 4.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 4.00 | \$ 305,452 |
| 2012 Adopt. | 5.00 | \$ 458,717 |
| 2012 Rev. | 5.00 | \$ 458,717 |
| 2013 Adopt. | 5.00 | \$ 529,251 |
| 2014 Prop. | 5.00 | \$ 591,310 |

Notes:

Meter Maintenance Specialist was added in FY 2012 to assist with the meter replacement program.

\$74,200 in FY 2013 has been added for the lease purchase of meters for the meter replacement



**CITY OF ROWLETT
FY 2012-13
UTILITY FUND**

NON-DEPARTMENTAL

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 176,072 | 535,857 | 535,857 | 544,340 | 535,857 | 535,857 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvement | 2,250,000 | 550,000 | 550,000 | 550,000 | 2,800,000 | 2,800,000 |
| Debt Service | 5,010,336 | 5,117,984 | 5,117,984 | 5,019,023 | 5,117,984 | 5,117,984 |
| Transfers Out | 4,284,912 | 5,450,428 | 5,450,428 | 5,411,843 | 5,476,331 | 5,476,331 |
| Total | \$ 11,721,320 | \$ 11,654,269 | \$ 11,654,269 | \$ 11,525,206 | \$ 13,930,172 | \$ 13,930,172 |

**CITY OF ROWLETT
FY 2012-13
REFUSE FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 715,768 | \$ 314,308 | \$ 314,308 | \$ 326,185 | \$ 322,105 | \$ 345,850 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 4,455,872 | 4,544,951 | 4,544,951 | 4,515,721 | 4,758,926 | 4,860,297 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 3,192 | 5,695 | 5,695 | 5,695 | 5,695 | 5,695 |
| Transfers In | - | - | - | - | - | - |
| Total Current Revenues | <u>4,459,064</u> | <u>4,550,646</u> | <u>4,550,646</u> | <u>4,521,416</u> | <u>4,764,621</u> | <u>4,865,992</u> |
| Total Available Resources | <u>5,174,832</u> | <u>4,864,954</u> | <u>4,864,954</u> | <u>4,847,601</u> | <u>5,086,726</u> | <u>5,211,842</u> |
| Expenditures: | | | | | | |
| Personnel Services | 6,915 | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 3,024,259 | 3,074,287 | 3,074,287 | 3,056,317 | 3,470,310 | 3,571,680 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | 239,949 | 241,656 | 241,656 | 241,656 | 243,043 | 239,218 |
| Transfers Out | 1,577,524 | 1,227,523 | 1,227,523 | 1,227,523 | 1,027,523 | 1,027,523 |
| Total Expenditures | <u>4,848,647</u> | <u>4,543,466</u> | <u>4,543,466</u> | <u>4,525,496</u> | <u>4,740,876</u> | <u>4,838,421</u> |
| Ending Resources | <u>\$ 326,185</u> | <u>\$ 321,488</u> | <u>\$ 321,488</u> | <u>\$ 322,105</u> | <u>\$ 345,850</u> | <u>\$ 373,421</u> |

**CITY OF ROWLETT
FY 2012-13
REFUSE FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Charges for Services: | | | | | | |
| Residential | \$ 3,611,568 | \$ 3,697,996 | \$ 3,697,996 | \$ 3,655,454 | \$ 3,661,484 | 3,733,153 |
| Commercial | 844,304 | 846,955 | 846,955 | 860,267 | 1,097,442 | 1,127,144 |
| Fuel Surcharge | - | - | - | - | - | - |
| Miscellaneous | - | - | - | - | - | - |
| | <u>4,455,872</u> | <u>4,544,951</u> | <u>4,544,951</u> | <u>4,515,721</u> | <u>4,758,926</u> | <u>4,860,297</u> |
| Other: | | | | | | |
| Interest Income | 1,207 | 3,962 | 3,962 | 3,962 | 3,962 | 3,962 |
| Discounts Earned | 1,985 | 1,733 | 1,733 | 1,733 | 1,733 | 1,733 |
| | <u>3,192</u> | <u>5,695</u> | <u>5,695</u> | <u>5,695</u> | <u>5,695</u> | <u>5,695</u> |
| Total Current Revenues | <u>\$ 4,459,064</u> | <u>\$ 4,550,646</u> | <u>\$ 4,550,646</u> | <u>\$ 4,521,416</u> | <u>\$ 4,764,621</u> | <u>\$ 4,865,992</u> |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 6,915 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 3,024,259 | 3,074,287 | 3,074,287 | 3,056,317 | 3,470,310 | 3,571,680 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | - | - | - | - | - | - |
| Debt Service | 239,949 | 241,656 | 241,656 | 241,656 | 243,043 | 239,218 |
| Transfers Out | 1,577,524 | 1,227,523 | 1,227,523 | 1,227,523 | 1,027,523 | 1,027,523 |
| Total | <u>\$ 4,848,647</u> | <u>\$ 4,543,466</u> | <u>\$ 4,543,466</u> | <u>\$ 4,525,496</u> | <u>\$ 4,740,876</u> | <u>\$ 4,838,421</u> |

**CITY OF ROWLETT
FY 2012-2013
DRAINAGE FUND**

DRAINAGE

MISSION

The mission of the Drainage Utility division is to provide storm water management for our community.

DESCRIPTION

The Drainage Utility division provides storm water management for our community. The Drainage Utility division provides adequate storm water runoff to prevent flooding, clears drainage ditches and inlets to eliminate standing water, and educates our citizens on ways to prevent water pollution in area waterways and Lake Ray Hubbard. Also, provides regularly scheduled sweeping of streets to reduce sediment and heavy metals from entering the storm sewer systems.

GOALS AND OBJECTIVES

- Maintain the flow in the storm drainage system in compliance with the City's state permit.
- Identify and resolve drainage issue.
- Inventory system components.

PERFORMANCE MEASURES

| | FY 2011 Act. | FY 2012 Target | FY 2012 Est. | FY 2013 Bud. | FY 2014 Bud. |
|---|-------------------------|---------------------------|-------------------------|-------------------------|-------------------------|
| % of NPDES performance measures met as listed in the City's Storm Water Management Plan (SWMP) (Goal is 10% annually) | 10% | 10% | 10% | 10% | 10% |
| # of inlets inspected | 620 | 577 | 569 | 577 | 577 |
| #of inlets cleaned | 44 | 30 | 63 | 30 | 30 |
| # of inlets labeled | 620 | 500 | 569 | 500 | 500 |
| # of curb miles of street swept | 530 | 530 | 530 | 530 | 530 |
| # of linear feet of ditch line improved | 3451 | 3,000 | 5,723 | 3,000 | 3,000 |
| Cubic yards of sediment removed for ditch line | 918 | 800 | 921 | 800 | 800 |

**CITY OF ROWLETT
FY 2012-2013
DRAINAGE FUND**

DRAINAGE

FY 2012 HIGHLIGHTS

- Improved 5,723 linear feet of the ditch line.
- Inspected & Label (Don't Pollute stickers) 569 inlets and cleaned 63
- Arterial /Collectors : 6 cycles annual : 530 curb miles

**CITY OF ROWLETT
FY 2012-13
DRAINAGE FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ 1,056,481 | \$ 982,847 | \$ 982,847 | \$ 1,083,476 | \$ 572,664 | \$ 606,226 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 1,301,172 | 1,319,680 | 1,319,680 | 1,324,895 | 1,332,877 | 1,346,205 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 1,207 | 734 | 734 | 734 | 734 | 734 |
| Transfer In | - | - | - | - | - | - |
| Total Current Revenues | <u>1,302,379</u> | <u>1,320,414</u> | <u>1,320,414</u> | <u>1,325,629</u> | <u>1,333,611</u> | <u>1,346,939</u> |
| Total Available Resources | <u>2,358,860</u> | <u>2,303,261</u> | <u>2,303,261</u> | <u>2,409,105</u> | <u>1,906,275</u> | <u>1,953,165</u> |
| Expenditures: | | | | | | |
| Personnel Services | 89,983 | 107,109 | 107,109 | 110,322 | 109,230 | 113,762 |
| Supplies | 49,984 | 53,681 | 53,681 | 63,681 | 51,770 | 51,770 |
| Purchase Services | 70,546 | 70,768 | 70,768 | 347,620 | 70,768 | 70,768 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 435,502 | 583,502 | 583,502 | 583,502 | 335,502 | 335,502 |
| Debt Service | 375,492 | 377,439 | 377,439 | 377,439 | 378,902 | 379,677 |
| Transfers Out | 253,877 | 353,877 | 353,877 | 353,877 | 353,877 | 353,877 |
| Total Expenditures | <u>1,275,384</u> | <u>1,546,376</u> | <u>1,546,376</u> | <u>1,836,441</u> | <u>1,300,049</u> | <u>1,305,356</u> |
| Ending Resources | <u>\$ 1,083,476</u> | <u>\$ 756,885</u> | <u>\$ 756,885</u> | <u>\$ 572,664</u> | <u>\$ 606,226</u> | <u>\$ 647,809</u> |

**CITY OF ROWLETT
FY 2012-13
DRAINAGE FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|------------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Charges for Services: | | | | | | |
| Residential | \$ 1,201,849 | \$ 1,214,106 | \$ 1,214,106 | \$ 1,223,805 | \$ 1,226,247 | \$ 1,238,509 |
| Commercial | 99,323 | 105,574 | 105,574 | 101,090 | 106,630 | 107,696 |
| | <u>1,301,172</u> | <u>1,319,680</u> | <u>1,319,680</u> | <u>1,324,895</u> | <u>1,332,877</u> | <u>1,346,205</u> |
| Other: | | | | | | |
| Interest Income | <u>1,207</u> | <u>734</u> | <u>734</u> | <u>734</u> | <u>734</u> | <u>734</u> |
| Total Current Revenues | <u>\$ 1,302,379</u> | <u>\$ 1,320,414</u> | <u>\$ 1,320,414</u> | <u>\$ 1,325,629</u> | <u>\$ 1,333,611</u> | <u>\$ 1,346,939</u> |

**CITY OF ROWLETT
FY 2012-13
DRAINAGE FUND**

FINANCIAL SUMMARY

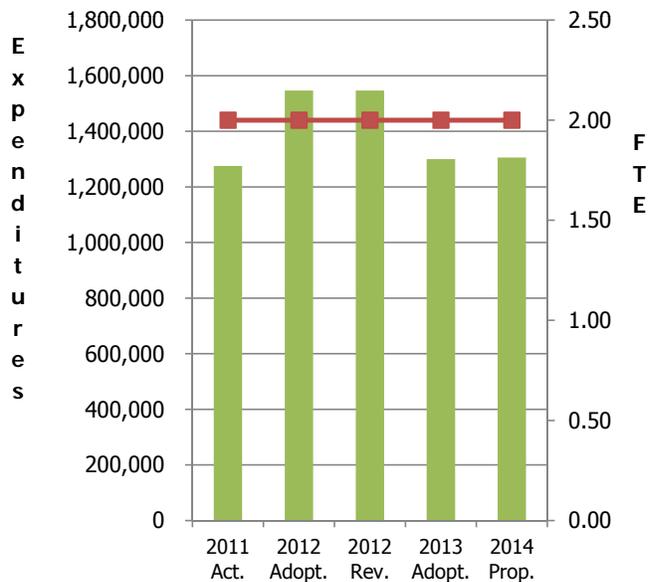
| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ 89,983 | \$ 107,109 | \$ 107,109 | \$ 110,322 | \$ 109,230 | \$ 113,762 |
| Supplies | 49,984 | 53,681 | 53,681 | 63,681 | 51,770 | 51,770 |
| Purchase Services | 70,546 | 70,768 | 70,768 | 347,620 | 70,768 | 70,768 |
| Capital Outlay | - | - | - | - | - | - |
| Capital Improvements | 435,502 | 583,502 | 583,502 | 583,502 | 335,502 | 335,502 |
| Debt Service | 375,492 | 377,439 | 377,439 | 377,439 | 378,902 | 379,677 |
| Transfers Out | 253,877 | 353,877 | 353,877 | 353,877 | 353,877 | 353,877 |
| Total | \$ 1,275,384 | \$ 1,546,376 | \$ 1,546,376 | \$ 1,836,441 | \$ 1,300,049 | \$ 1,305,356 |

POSITION SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|----------------------|----------------------|--------------------|-------------------|-------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| By Status: | | | | | | |
| Full-Time | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Continuous Part-Time | - | - | - | - | - | - |
| Seasonal | - | - | - | - | - | - |
| Total | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |

| Fiscal Year | FTE's | Expenditures |
|-------------|-------|--------------|
| 2011 Act. | 2.00 | \$ 1,275,384 |
| 2012 Adopt. | 2.00 | \$ 1,546,376 |
| 2012 Rev. | 2.00 | \$ 1,546,376 |
| 2013 Adopt. | 2.00 | \$ 1,300,049 |
| 2014 Prop. | 2.00 | \$ 1,305,356 |

Notes:
\$248,000 was that was added for drainage cash CIP improvements in FY 2012 was not recurring in FY 2013.



**CITY OF ROWLETT
FY 2012-13
EMPLOYEE BENEFITS FUND**

BUDGET AND EXPENDITURE SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|---------------------------|----------------------|--------------------|-------------------|-------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Revenues: | | | | | | |
| Beginning Resources | \$ - | \$ 838,569 | \$ 838,569 | \$ 431,290 | \$ 431,290 | \$ 431,290 |
| Current Revenues: | | | | | | |
| Tax Revenues | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Licenses and Permits | - | - | - | - | - | - |
| Charges for Services | 2,995,734 | 3,306,590 | 3,306,590 | 3,306,590 | 3,688,369 | 4,012,927 |
| Fines & Forfeitures | - | - | - | - | - | - |
| Other | 2,800 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Transfer In | 511,331 | - | - | - | - | - |
| Total Current Revenues | <u>3,509,865</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,698,369</u> | <u>4,022,927</u> |
| Total Available Resources | <u>3,509,865</u> | <u>4,155,159</u> | <u>4,155,159</u> | <u>3,747,880</u> | <u>4,129,659</u> | <u>4,454,217</u> |
| Expenditures: | | | | | | |
| Personnel Services | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 3,078,575 | 3,316,590 | 3,316,590 | 3,316,590 | 3,698,369 | 4,022,927 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total Expenditures | <u>3,078,575</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,316,590</u> | <u>3,698,369</u> | <u>4,022,927</u> |
| Ending Resources | <u>\$ 431,290</u> | <u>\$ 838,569</u> | <u>\$ 838,569</u> | <u>\$ 431,290</u> | <u>\$ 431,290</u> | <u>\$ 431,290</u> |

**CITY OF ROWLETT
FY 2012-13
EMPLOYEE BENEFITS FUND**

REVENUE DETAIL

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Charges for Services: | | | | | | |
| Employee Contributions | \$ 528,827 | \$ 2,686,869 | \$ 2,686,869 | \$ 2,686,869 | \$ 621,588 | \$ 683,747 |
| City Contributions | 2,142,173 | - | - | - | 2,959,746 | 3,222,145 |
| COBRA Contributions | 1,602 | 619,721 | 619,721 | 619,721 | - | - |
| Retiree Contributions | 57,873 | - | - | - | 107,035 | 107,035 |
| City HRA Contributions | 265,259 | - | - | - | - | - |
| | <u>2,995,734</u> | <u>3,306,590</u> | <u>3,306,590</u> | <u>3,306,590</u> | <u>3,688,369</u> | <u>4,012,927</u> |
| Other: | | | | | | |
| Interest Income | 2,800 | - | - | - | - | - |
| Miscellaneous | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| | <u>2,800</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> |
| Transfers: | | | | | | |
| Transfer from General Fund | 511,331 | - | - | - | - | - |
| | <u>511,331</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Current Revenues | <u>\$ 3,509,865</u> | <u>\$ 3,316,590</u> | <u>\$ 3,316,590</u> | <u>\$ 3,316,590</u> | <u>\$ 3,698,369</u> | <u>\$ 4,022,927</u> |

FINANCIAL SUMMARY

| Description | FY 2010-11 Actual | FY 2011-12 | | | FY 2012-13 Adopted | FY 2013-14 Proposed |
|-------------------|----------------------|---------------------|---------------------|---------------------|-----------------------|------------------------|
| | | Original Budget | Amended Budget | Estimate | | |
| Personnel Costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | - | - | - | - | - | - |
| Purchase Services | 3,078,575 | 3,316,590 | 3,316,590 | 3,316,590 | 3,698,369 | 4,022,927 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - |
| Total | <u>\$ 3,078,575</u> | <u>\$ 3,316,590</u> | <u>\$ 3,316,590</u> | <u>\$ 3,316,590</u> | <u>\$ 3,698,369</u> | <u>\$ 4,022,927</u> |

CITY OF ROWLETT
FY 2012 - 13
TWO-YEAR CAPITAL IMPROVEMENTS PROGRAM

The Two Year Capital Improvements Program consists of a comprehensive listing of carefully selected and coordinated capital improvements, which have been identified as necessary to accomplish the City's long-range goals and policies. The development of the two-year plan is an annual process, which includes identification of needed projects through public solicitation and staff input, development of appropriate financing mechanisms, recommendations from the City staff, and evaluation and final approval from City Council.

During the development of the two-year plan, an evaluation of how capital expenditure decisions will affect annual operations and the budget must be considered. The impact of large, non-recurrent capital expenditures on the City's annual operating budget generally requires additional funding above the fiscal capacity of the City's annual operating budget. Therefore, careful scrutiny of such non-recurrent expenditures is critical for the following reasons:

1. Due to their larger cost and longer life, capital expenditures for long-range public improvements may have to be financed on a "pay as you use" basis through the issuance of long-term debt that coincides with the projected life of the improvement.
2. Such capital expenditures, therefore, may require a consistent application of effort and funds over a span of years.
3. The political and economic impacts of investments in long-range capital improvements extend far into the future.
4. Decisions to invest in long-range capital improvements are often irreversible, except at considerable financial and managerial cost to the City.
5. Such capital investment decisions may significantly alter or influence the City's ability to grow and prosper.

As a result of these considerations, the City has analyzed the projects included in this two year plan and determined that the impact on the City's operating budget is minimal for most projects.

The Two Year Capital Improvements Program for 2013-2014 totals \$24.1 million representing projects in public works, public safety, parks and recreation, water and wastewater and capital equipment.

CITY OF ROWLETT
SUMMARY OF TWO YEAR
CAPITAL IMPROVEMENTS PLAN (with priority rankings)

| Project Number | Project Title | Ranking | Carryover 2011 | New Funding | Approved Amendments | 2012 | | Proposed 2013 | Proposed 2014 | Two Year Total |
|---------------------|--|---------|----------------|-------------|---------------------|------------------|--------------|---------------|---------------|----------------|
| | | | | | | Proposed Changes | Total Budget | | | |
| ALL PROJECTS | | | | | | | | | | |
| CO2028 | Miller Road Recon-Phase 1 | 65 | 320,000 | - | - | - | - | - | - | - |
| CO2046 | Rowlett Rd Recon-Phase 2 | 59 | 5,731,093 | 1,300,000 | - | - | - | - | - | - |
| CO2055 | Rowlett Rd Recon-Phase 3 | 61 | 102,922 | - | - | - | - | - | - | - |
| CO2098 | Kyle Drainage Imp. | tba | 398,552 | 524,289 | - | - | - | - | - | - |
| DR2065 | Misc. Drainage Imp. Per Storm Drain MP | 90 | 585,517 | 133,800 | (133,800) | - | - | 305,502 | 305,502 | 611,004 |
| DR2067 | Waterview Drainage Improvements | 100 | 21,824 | - | - | - | - | - | - | - |
| DR2094 | Penridge & Chiesa Erosion Control | tba | 139,282 | 114,200 | 133,800 | - | - | - | - | - |
| DR2103 | Stormwater Management | tba | 15,875 | 30,000 | - | - | - | 30,000 | 30,000 | 60,000 |
| PK2079 | Katy RR Park | 46 | 482,154 | - | - | - | - | - | - | - |
| PK2083 | Rowlett Road Landscape | 41 | 515 | - | - | - | - | - | - | - |
| PK2100 | Scenic Point Park | 47 | 704,662 | - | - | - | - | - | - | - |
| PK3009 | Park Improvements | 90 | 50,676 | - | - | - | - | - | - | - |
| SP1015 | Municipal Facilities | 56 | 31,433 | - | - | - | - | - | - | - |
| SP1017 | Public Works Facility Renovation | 66 | 7,000 | - | - | - | - | - | - | - |
| SP1018 | Coyle House Renovations | tba | 74,572 | - | - | - | - | - | - | - |
| SP2048 | Golf Course Improvements | 71 | 50,162 | - | 74,203 | - | - | - | - | - |
| SP2087 | Downtown TOD Projects (previously Dalrock Park-N-Ride) | 82 | 2,536,150 | - | - | - | - | - | - | - |
| SP2088 | Capital Equipment | tba | - | 250,000 | - | - | - | 320,000 | 70,000 | 390,000 |
| SS1102 | Misc. Sewer Line Repair & Replacement | 90 | 102,245 | 198,284 | (295,630) | - | - | 840,000 | 590,000 | 1,430,000 |
| SS1105 | Rowlett Road Lift Station | 59 | 857,423 | - | (256,296) | - | - | - | - | - |
| SS1141 | Main Street Lift Station | 72 | (339,488) | - | 339,488 | - | - | - | - | - |
| SS1158 | Westside Lift Station | tba | 72,982 | - | - | - | - | - | - | - |
| SS1159 | Eastside Lift Station | tba | 919,524 | - | 51,716 | - | - | - | - | - |
| SS2088 | Manhole Rehabilitation | tba | 190,155 | - | - | - | - | 400,000 | 400,000 | 800,000 |
| SS2093 | 18" Merritt Road Sewer Line | 59 | 21,180 | 1,900,000 | (880,347) | - | - | - | - | - |
| SS2094 | Backup power | tba | - | - | - | - | - | 50,000 | 50,000 | 100,000 |
| SS2095 | Lift & Pump Stations | tba | - | - | - | - | - | 465,000 | 465,000 | 930,000 |
| SS2096 | Schrade Manhole Sewer Line | tba | - | - | 295,630 | - | - | - | - | - |
| SS2101 | SSES Implementation | tba | 101,683 | 249,768 | - | - | - | 623,376 | - | 623,376 |
| ST2011 | Alley Improvements | 70 | 3,148,914 | 295,000 | - | - | - | 295,000 | 395,000 | 690,000 |
| ST2052 | Misc. Concrete/Asphalt >60 PCI | 70 | 556,139 | 1,430,000 | - | - | - | 1,430,000 | 1,500,000 | 2,930,000 |

CITY OF ROWLETT
SUMMARY OF TWO YEAR
CAPITAL IMPROVEMENTS PLAN (with priority rankings)

| Project Number | Project Title | Ranking | Carryover 2011 | New Funding | 2012 | | | Proposed 2013 | Proposed 2014 | Two Year Total |
|---------------------|---|---------|----------------|-------------|---------------------|------------------|--------------|---------------|---------------|----------------|
| | | | | | Approved Amendments | Proposed Changes | Total Budget | | | |
| ALL PROJECTS | | | | | | | | | | |
| ST2056 | Martin/Freedom Drive Extension | 72 | 1,391,303 | - | - | - | 1,391,303 | - | - | - |
| ST2070 | Princeton Road Replacement | 60 | 31,669 | - | - | - | 31,669 | - | - | - |
| ST2073 | Miller / Chiesa Intersection (formerly Miller Road Recon-Phase I) | 86 | 210,268 | - | - | - | 210,268 | - | - | - |
| ST2074 | Merritt Road Interconnector | 73 | 11,474,866 | 200,000 | 1,166,818 | - | 12,841,684 | - | - | - |
| ST2075 | Alley panel replacement | 70 | 94,157 | 500,000 | - | - | 594,157 | 335,000 | 335,000 | 670,000 |
| ST2076 | Traffic Management Projects | 82 | 178,193 | 200,000 | - | - | 378,193 | - | - | - |
| ST2077 | Asphalt Rehabilitation/Overlay | 90 | 544 | 450,000 | 334,531 | - | 785,075 | 450,000 | 350,000 | 800,000 |
| ST2078 | Crack Seal | 90 | 137,740 | 150,000 | - | - | 287,740 | 150,000 | 150,000 | 300,000 |
| ST2080 | Foam Injection | 90 | 1,177 | 100,000 | - | - | 101,177 | 100,000 | 100,000 | 200,000 |
| ST2084 | Screening Wall Rehabilitation | 90 | 17,248 | 50,000 | - | - | 67,248 | 50,000 | 50,000 | 100,000 |
| ST2085 | Sign Replacement/Pavement Marking | 90 | 110,584 | 90,000 | - | - | 200,584 | 90,000 | 90,000 | 180,000 |
| ST2086 | Traffic Signal Repair/Maintenance | 90 | 54,823 | 30,000 | - | - | 84,823 | 30,000 | 30,000 | 60,000 |
| ST2096 | CDBG Projects | 93 | 441,467 | 195,245 | - | - | 636,712 | 204,181 | 204,181 | 408,362 |
| ST2097 | Sidewalk Replacement | tba | 24,631 | 70,000 | - | - | 94,631 | 70,000 | - | 70,000 |
| ST2099 | Southbound Dalrock @66 turn lane design | tba | 118,385 | - | - | - | 118,385 | - | - | - |
| ST2100 | Miller Road/Rowlett Creek Bridge | tba | - | 623,443 | - | - | 623,443 | - | - | - |
| WA1108 | Misc. Water Line Repair & Replacement | 90 | 477,800 | 301,716 | (51,716) | - | 727,800 | 590,000 | 590,000 | 1,180,000 |
| WA1118 | Water Tank Refurbishing | 90 | 777,519 | 50,000 | - | - | 827,519 | - | - | - |
| WA1155 | 24" Water line along Princeton Road from Liberty Grove Road to Dalrock Road | 76 | 2,010 | - | - | - | 2,010 | - | - | - |
| WA1156 | 16" Water line Main Street | 75 | - | - | - | - | - | 627,400 | - | 627,400 |
| WA1157 | 16" Water line Miller RR-PGBT | 75 | 4,480 | - | - | - | 4,480 | 852,400 | - | 852,400 |
| WA2091 | Castle Hills 12" waterline (including easements) | 75 | 493,451 | - | - | - | 493,451 | - | - | - |
| WA2092 | 36" Merritt Road Waterline | tba | 2,095,604 | - | 880,347 | - | 2,975,951 | - | - | - |
| WA2095 | Rowlett Road Pump Station and associated work | 59 | 185,414 | 2,250,000 | - | - | 2,435,414 | 2,150,000 | - | 2,150,000 |
| WA2096 | 2.25MG elevated tank for upper pressure plane @ Hwy 66 | 65 | - | 1,000,000 | - | - | 1,000,000 | 3,229,120 | - | 3,229,120 |
| WA2097 | 12" Dalrock and Chiesa | 52 | - | - | - | - | - | 1,100,000 | - | 1,100,000 |
| WA2098 | 12" Water Miller east of Chiesa | tba | - | - | - | - | - | 250,000 | - | 250,000 |

CITY OF ROWLETT

SUMMARY OF TWO YEAR

CAPITAL IMPROVEMENTS PLAN (with priority rankings)

| Project Number | Project Title | Ranking | Carryover 2011 | New Funding | 2012 | | Proposed Changes | Total Budget | Proposed 2013 | Proposed 2014 | Two Year Total |
|---------------------|---|---------|----------------|-------------|---------------------|--------------|------------------|--------------|---------------|---------------|----------------|
| | | | | | Approved Amendments | Total Budget | | | | | |
| ALL PROJECTS | | | | | | | | | | | |
| WA2099 | Utility Appurtenances (valves & hydrants) | tba | - | - | - | - | - | - | 42,500 | 42,500 | 85,000 |
| WA2100 | Martha Elevated Tank Refurbishment | tba | - | - | - | - | - | - | 100,000 | - | 100,000 |
| WA2101 | PGBT Water & Miller Heights to RHS | tba | - | - | - | - | - | - | 350,000 | - | 350,000 |
| WA2102 | PGBT Utility Reimbursement | 90 | 3,400,000 | - | - | - | 3,400,000 | - | - | - | - |
| WA2103 | Preventative Maintenance | tba | - | - | - | - | - | - | 542,500 | 542,500 | 1,085,000 |
| WA2104 | Tower/Tank Maintenance | tba | - | - | - | - | - | - | 50,000 | 50,000 | 100,000 |
| | Unallocated fund balance | tba | - | - | - | - | - | - | 1,619,207 | - | 1,619,207 |
| Total All Projects | | | 38,606,479 | 12,685,745 | 1,658,744 | - | 52,950,968 | 17,741,186 | 6,339,683 | 24,080,869 | |

**CITY OF ROWLETT
SUMMARY OF TWO YEAR
CAPITAL IMPROVEMENTS PLAN (with priority rankings)**

| Project Number | Project Title | Ranking | Carryover 2011 | New Funding | 2012 | | Proposed Changes | Total Budget | Proposed 2013 | Proposed 2014 | Two Year Total |
|-------------------------------------|--------------------------------|---------|-------------------|-------------------|---------------------|----------|------------------|-------------------|-------------------|------------------|-------------------|
| | | | | | Approved Amendments | Proposed | | | | | |
| ALL PROJECTS | | | | | | | | | | | |
| FUNDING SOURCES (ALL FUNDS): | | | | | | | | | | | |
| SOURCES OF FUNDS: | | | | | | | | | | | |
| | Current Revenues | | - | 4,083,502 | - | - | - | 4,083,502 | 6,135,502 | 6,135,502 | 12,271,004 |
| | Previous Resources | | 21,249,836 | 7,106,998 | 74,203 | - | - | 28,431,037 | 2,901,503 | - | 2,901,503 |
| | Debt Financing - CO's | | - | - | - | - | - | - | - | - | - |
| | Debt Financing - GO's | | - | - | - | - | - | - | - | - | - |
| | Debt Financing - Revenue Bonds | | - | - | - | - | - | - | 8,500,000 | - | 8,500,000 |
| | Federal Sources | | 13,695,620 | 1,300,000 | 1,166,818 | - | - | 16,162,438 | - | - | - |
| | NCTCOG | | 2,000,000 | - | - | - | - | 2,000,000 | - | - | - |
| | County | | - | - | 334,531 | - | - | 334,531 | - | - | - |
| | CDBG | | 441,467 | 195,245 | - | - | - | 636,712 | 204,181 | 204,181 | 408,362 |
| | Impact Fees | | 575,293 | - | - | - | - | 575,293 | - | - | - |
| | Donations | | 150,000 | - | - | - | - | 150,000 | - | - | - |
| | Other | | 494,263 | - | 83,192 | - | - | 577,455 | - | - | - |
| | Total Sources | | 38,606,479 | 12,685,745 | 1,658,744 | - | - | 52,950,968 | 17,741,186 | 6,339,683 | 24,080,869 |
| USES OF FUNDS: | | | | | | | | | | | |
| | Alley Improvements | | 9,859,353 | 795,000 | - | - | - | 10,654,353 | 630,000 | 730,000 | 1,360,000 |
| | Land/Site Acquisition | | 504,381 | - | - | - | - | 504,381 | - | - | - |
| | Streets & Roadways | | 15,986,163 | 4,441,444 | 1,501,349 | - | - | 21,928,956 | 2,524,181 | 2,424,181 | 4,948,362 |
| | Park Improvements | | 456,039 | 297,244 | - | - | - | 753,283 | - | - | - |
| | Public Safety | | 154,817 | - | - | - | - | 154,817 | - | - | - |
| | Library | | - | - | - | - | - | - | - | - | - |
| | Recreation | | - | - | - | - | - | - | - | - | - |
| | Utility Improvements | | 11,231,328 | 6,752,057 | 83,192 | - | - | 18,066,577 | 12,854,030 | 3,065,502 | 15,919,532 |
| | Leasehold Improvements | | 397,150 | 100,000 | 74,203 | - | - | 571,353 | - | - | - |
| | Other | | 17,248 | 300,000 | - | - | - | 317,248 | 1,732,975 | 120,000 | 1,852,975 |
| | Total Uses | | 38,606,479 | 12,685,745 | 1,658,744 | - | - | 52,950,968 | 17,741,186 | 6,339,683 | 24,080,869 |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: ROWLETT ROAD RECONSTRUCTION - PHASE II
PROJECT NUMBER: CO2046

Description: Replacing approximately 1,920 LF of existing four lane roadway with a new six lane divided thoroughfare. Drainage improvements replacing approximately 1,700 LF of 8" water main and replacing approximately 2,100 LF of 8" sanitary sewer. The City received a grant from NCTCOG which will fund 80% of the project. The engineering was completed in FY 2010 and construction began by June 2010 and completed in early FY 2013.

Justification: The sewer lines are substandard and the paving Pavement Condition Index (PCI) < 65. The additional lanes will increase capacity and improve mobility

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|-----------|------|------|------|------|------------------|
| Project Budget | 5,968,244 | 1,300,000 | - | - | - | - | 7,268,244 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: KYLE ROAD DRAINAGE
PROJECT NUMBER: CO2098

Description: This project is for the culvert replacement under Kyle Road along Long Branch. The project includes adding additional capacity to the existing culverts under Kyle Street as well as reconstructing Kyle Street from Rowlett Road to west of the culverts. The culverts for Long Branch under Rowlett Road will be upgraded as part of the Rowlett Road, Phase 2 project and the culverts under Miller Road were upgraded with the Miller Road reconstruction project.

Justification: The existing culverts do not provide adequate hydraulic capacity for the 100-year flood event along Long Branch. This project is identified in the City's Stormwater Master Plan.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|------|------|------|------|------------------|
| Project Budget | 475,711 | 524,289 | - | - | - | - | 1,000,000 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: MISCELLANEOUS DRAINAGE IMPROVEMENTS
PROJECT NUMBER: DR2065

Description: Drainage improvements throughout the City. This project will also fund the NPDES Phase 2 permit requirements. The City is required by state law to adhere to its approved stormwater discharge permit.

Justification: Projects identified and prioritized in the Storm Drainage Master Plan. The NPDES Phase 2 permit is a mandated permit the City must comply with and enforce.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|---------|------|------|------------------|
| Project Budget | 885,569 | - | 305,502 | 305,502 | - | - | 1,496,573 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: PENDRIDGE & CHIESA EROSION CONTROL DRAINAGE PROJECT
PROJECT NUMBER: DR2094

Description: The project is a drainage project to stabilize the erosion which has occurred at the culvert under Chiesa Road near the intersection of Pendridge Circle. The project involves constructing gabion walls at the downstream of the culvert and rehabilitating the culvert and wingwalls.

Justification: The erosion control improvements are necessary to ensure the integrity of Chiesa Road remains stable and in tact. Without these improvements, the existing culvert could be compromised and more money spent on a new culvert and roadway failure.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|------|------|------|------|------------------|
| Project Budget | 200,800 | 248,000 | - | - | - | - | 448,800 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: 2011 STORMWATER MANAGEMENT
PROJECT NUMBER: DR2103

Description: This project provides funding for the City's stormwater management program, which is required by federal and state law. The project will satisfy specific storm water quality improvements and the six minimum control measures required by the City's approved stormwater permit.

Justification: This project is required by federal and state law under the terms of the City's approved stormwater permit.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|--------|--------|--------|------|------|------------------|
| Project Budget | 30,000 | 30,000 | 30,000 | 30,000 | - | - | 120,000 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: KATY RAILROAD PARK
PROJECT NUMBER: PK2079

Description: Park improvements to the existing Katy Railroad Park including a new playground, backstops, and pavilion. The design is planned for FY 2010 and the construction is planned for FY 2011 through early 2013.

Justification: Identified in the Parks Open Space and Master Plan. This project was recommended by the CIP Bond Committee.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|--------|--------|--------|--------|--------|------------------|
| Project Budget | 543,244 | - | - | - | - | - | 543,244 |
| Operating Impact | - | 79,856 | 79,856 | 79,856 | 79,856 | 79,856 | 399,280 |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: SCENIC POINT PARK
PROJECT NUMBER: PK2100

Description: Development of Scenic Point Park per the Scenic Point Park Master Plan, Phase I. The park will preserve and highlight the natural resources in the area, while helping surrounding residents preserve the ability to enjoy open space in a more urban environment.

Justification: City Council, Park and Recreation Advisory Board and Keep Rowlett Beautiful, as a part of the Realize Rowlett 2020 Comprehensive Plan, have branded Scenic Point Park as "The Wellness Preserve at Scenic Point Park" and incorporated it into the Healthy Living area of Realize Rowlett 2020.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|--------|--------|--------|--------|--------|------------------|
| Project Budget | 705,000 | - | - | - | - | - | 705,000 |
| Operating Impact | - | 79,856 | 79,856 | 79,856 | 79,856 | 79,856 | 399,280 |

PROJECT NAME: COYLE HOUSE RENOVATION
PROJECT NUMBER: SP1018

Description: Restoration of the Coyle House which was relocated to Pecan Grove Park near the Community Centre as part of the PGBT project. The design is planned for FY 2010 and the construction will be funded by private donations and/or grants in future years.

Justification: The restoration is a requirement of the five party agreement executed by the City for the relocation of the Coyle House as part of the PGBT project.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|--------|------|------|------|------|------------------|
| Project Budget | 176,000 | 10,892 | - | - | - | - | 186,892 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: DOWNTOWN TRANSPORTATION ORIENTED DEVELOPMENT (TOD) PROJECTS
PROJECT NUMBER: SP2087

Description: This project will fund infrastructure improvements in the downtown area and for TOD projects. The funding is 80% funded by NCTCOG and the City will fund the remaining 20%. This funding was originally set forth for the Dalrock Park N Ride project, but the project was abandoned due to lack of support from DART and other agencies.

Justification: To construct infrastructure improvements and partner with potential developers of TOD projects in the downtown area.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|------|------|------|------|------------------|
| Project Budget | 2,536,150 | - | - | - | - | - | 2,536,150 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

**PROJECT NAME: MISCELLANEOUS SANITARY SEWER LINE REPAIR AND REPLACEMENT
PROJECT NUMBER: SS1102**

Description: Repair and replacement of miscellaneous sanitary sewer lines throughout the City. The candidate projects will be determined once the Sanitary Sewer Evaluation Study (SSES) is complete and the projects prioritized.

Justification: Annual replacement program for sanitary sewer lines which have deteriorated and require ongoing maintenance. The replacement and/or rehabilitation of these lines will reduce the Infiltration/Inflow (I/I) into the system, which decreases operational costs for treating the water which enters the system from other sources.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|----------|---------|---------|------|------|------------------|
| Project Budget | 749,572 | (45,630) | 840,000 | 590,000 | - | - | 2,133,942 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: ROWLETT ROAD LIFT STATION
PROJECT NUMBER: SS1105**

Description: A new 4,250 gpm (6.1 MGD) lift station is to be constructed adjacent to the existing Rowlett Road lift station. The new lift station will replace the existing Rowlett Road lift station and serve the future wastewater flow in the area approximately south of State Highway 66, east of Rowlett Road, and north of Miller Road.

Justification: Identified in Wastewater Master Plan. The existing lift station is over 30 years old and serves approximately 1/3 of the City's sewer and is in need of replacement.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|-----------|------|------|------|------|------------------|
| Project Budget | 2,559,308 | (256,296) | - | - | - | - | 2,303,012 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: MAIN STREET LIFT STATION
PROJECT NUMBER: SS1141**

Description: Replacement of the Main Street Lift Station. Project also includes replacement of several gravity sewer lines which discharge into the lift station and have deteriorated along with a portion of the force main from the lift station which has broken several times due to deterioration. This project was bid together with the Rowlett Road Lift Station.

Justification: Recent malfunctions at the lift station warrant replacement of the facility. The concrete wet well is collapsing and deteriorated from sewer gases. Replacement of this lift station is identified in the City's Sanitary Sewer Overflow (SSO) remediation plan, which was required by the Texas Commission on Environmental Quality (TCEQ) due to overflows of the system during rain events.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|------|------|------|------|------------------|
| Project Budget | 1,771,562 | 343,336 | - | - | - | - | 2,114,898 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

**PROJECT NAME: WESTSIDE LIFT STATION
PROJECT NUMBER: SS1158**

Description: Rehabilitation of the City's Westside Lift Station located on the west side of Lake Ray Hubbard north of SH 66. This lift station serves approximately 65% of the City's customers. This project resulted due to the wet well deteriorating beyond repair due hydrogen sulfide gas attack to the concrete. The walls of the wet well were spalling off to the bottom of the wet well and the pumps were damaged when the concrete chunks were sucked into the pumps. This project was also identified during the City's Sanitary Sewer Evaluation Study (SSES).

Justification: The rehabilitation of this lift station is required to continue providing sewer service to 65% of the customers of the City. If this project is not done, the lift station will continue to fail and the City will be required to spend money on temporary pumping to keep repairing the lift station.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|------|------|------|------|------------------|
| Project Budget | 1,099,752 | - | - | - | - | - | 1,099,752 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: EASTSIDE LIFT STATION
PROJECT NUMBER: SS1159**

Description: Rehabilitation of the City's Eastside Lift Station located on the east side of Lake Ray Hubbard north of SH 66. This lift station serves approximately 31% of the City's customers. This project was identified during the City's Sanitary Sewer Evaluation Study (SSES). The rehabilitation involves installing new larger pumps to bypass the Westside Lift Station.

Justification: Currently the Eastside Lift Station pumps sewer to the Westside Lift Station where the sewer is pumped again to the west before discharging into the Rowlett Creek Wastewater Plant in Garland. The rehabilitation of the Eastside Lift Station will eliminate the need to pump to the Westside Lift Station saving millions in energy costs over the life of the lift station. The existing pumps are deteriorated. If this project is not completed, the City will continue to pay to pump the sewer twice and the lift station could fail requiring emergency repairs and potentially placing the sanitary sewer service in jeopardy.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|--------|------|------|------|------|------------------|
| Project Budget | 1,034,157 | 51,716 | - | - | - | - | 1,085,873 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: MANHOLE REHAB
PROJECT NUMBER: SS2088**

Description: This project is part of the City's Sanitary Sewer Evaluation Study (SSES), which assesses, identifies, and recommends improvements to the City's aging sanitary sewer collection system. During the SSES, manholes were inspected and the ones which require rehabilitation were identified. This project will repair the manholes in the worst condition.

Justification: The rehabilitation of the manholes is required to maintain the integrity of the City's sanitary sewer system. Without rehabilitation, the deteriorated manholes would allow outside groundwater to enter the system along with debris and the earth backfill around the manhole.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|---------|------|------|------------------|
| Project Budget | 600,000 | - | 400,000 | 400,000 | - | - | 1,400,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: MERRITT ROAD SEWER LINE
PROJECT NUMBER: SS2093

Description: This project will be constructed with the Merritt Road reconstruction project. This project involves constructing a sewer line per the Wastewater Master Plan along Merritt Road from Hickox to the PGBT.

Justification: The construction of the sewer line is necessary to serve the Northshore development area as well as the area along Merritt Road. This project needs to be constructed while Merritt Road is reconstructed.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|-----------|------|------|------|------|------------------|
| Project Budget | 100,000 | 1,019,653 | - | - | - | - | 1,119,653 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: BACKUP POWER
PROJECT NUMBER: SS2094

Description: Back-up power on primarily lift stations is currently limited to a couple of locations.

Justification: All stations in proximity of the reservoir must be sustainable in the event of a power failure to protect the water supply and to ensure the efficient processing of effluent without incident.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|--------|--------|------|------|------------------|
| Project Budget | - | - | 50,000 | 50,000 | - | - | 100,000 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: LIFT & PUMP STATIONS
PROJECT NUMBER: SS2095

Description: This program includes the systematic rehabilitation and replacement of lift and pump station components and related hoist equipment, overhead cranes, and motors.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|---------|------|------|------------------|
| Project Budget | - | - | 465,000 | 465,000 | - | - | 930,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

| | | | | | | | |
|---|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| PROJECT NAME: SCHRADE MANHOLE SEWER LINE | | | | | | | |
| PROJECT NUMBER: SS2096 | | | | | | | |
| Description: | | | | | | | |
| Justification: The SSES required to maintain the integrity of the City's sanitary sewer system. The SSES identifies areas within the system which need to be rehabilitated. Without rehabilitation, the deteriorated portions of the system would allow outside groundwater to enter the system along with possible failures which may cause a disruption in service to customers. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | - | 295,630 | - | - | - | - | 295,630 |
| Operating Impact | - | - | - | - | - | - | - |

| | | | | | | | |
|---|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| PROJECT NAME: 2011 SANITARY SEWER EVALUATION STUDY (SSES) IMPLEMENTATION | | | | | | | |
| PROJECT NUMBER: SS2101 | | | | | | | |
| Description: This project is a continuation of conducting an assessment to the City's sanitary sewer collection system. | | | | | | | |
| Justification: The SSES required to maintain the integrity of the City's sanitary sewer system. The SSES identifies areas within the system which need to be rehabilitated. Without rehabilitation, the deteriorated portions of the system would allow outside groundwater to enter the system along with possible failures which may cause a disruption in service to customers. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 101,683 | 249,768 | 623,376 | - | - | - | 974,827 |
| Operating Impact | - | - | - | - | - | - | - |

| | | | | | | | |
|--|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| PROJECT NAME: ALLEY RECONSTRUCTION IMPROVEMENTS | | | | | | | |
| PROJECT NUMBER: ST2011 | | | | | | | |
| Description: Miscellaneous alley improvements throughout the city. The alleys chosen for reconstruction each year are based on pavement conditioning index. The priority is given to the alleys with the worst rating. Each year, additional alleys will be reconstructed. The candidates will be determined by their Pavement Condition Index, drainage, and safety. | | | | | | | |
| Justification: Pavement condition index is less than 60. This project was recommended by the CIP Bond Committee. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 5,157,253 | 295,000 | 295,000 | 395,000 | - | - | 6,142,253 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: MISC CONCRETE / ASPHALT STREET REHABILITATION WITH A PCI > 40
PROJECT NUMBER: ST2052

Description: This project is for the rehabilitation of miscellaneous concrete and asphalt streets with a Pavement Condition Index (PCI) of greater than 40. Each year, funds will be budgeted in the CIP to rehabilitate the chosen streets based on the rating of each street with a priority being given to the lowest rated streets above 40 in order to improve the PCI to 80 or better following the improvements.

Justification: To repair and maintain existing concrete and asphalt streets in order to extend the life of the concrete pavement.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|-----------|-----------|-----------|------|------|------------------|
| Project Budget | 9,122,815 | 1,430,000 | 1,430,000 | 1,500,000 | - | - | 13,482,815 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: MARTIN DRIVE RECONSTRUCTION
PROJECT NUMBER: ST2056

Description: Reconstruct Martin Drive from SH 66 to Industrial. Martin Drive will be shifted to the east at the SH 66 intersection to align with the future extension of Freedom Drive north of SH 66 when the vacant parcel develops. A new traffic signal will be installed and the pavement will be widened to accommodate additional turn lanes. The City received a grant from NCTCOG in the amount of \$1,350,000 to help fund the project.

Justification: Martin Drive will serve as the primary route for access to the DART light rail station. DART is reconstructing Martin Drive from Industrial to the railroad tracks. The additional turn lanes and traffic signal at SH 66 will improve mobility and decrease delay for motorists as traffic increases due to the new light rail station.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|------|------|------|------|------------------|
| Project Budget | 2,545,426 | - | - | - | - | - | 2,545,426 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: MILLER ROAD RECON - PHASE II
PROJECT NUMBER: ST2073

Description: This project would improve Miller Road between Dalrock and Roan Roads, including four lanes of traffic, a wide median for future expansion to six lanes, plus turn lanes at Chiesa. Construction would be concrete curb-and-gutter. This project will be constructed as part of the Dallas County MCIP program, which Dallas County will fund 50% the cost of the pavement.

Justification: Miller is a major east-west thoroughfare that must be improved to handle current and future traffic. In addition, Miller serves an elementary school and needs to be lowered to improve drainage and various intersections. Completion would have all of Miller Road widened except the bridges located in the City of Dallas over Lake Ray Hubbard and Rowlett Creek.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|------|------|------|------|------------------|
| Project Budget | 300,000 | - | - | - | - | - | 300,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: MERRITT ROAD INTERCONNECTOR PHASE I & II
PROJECT NUMBER: ST2074

Description: This project is phase one and two of a three phased project. All three phases make up the installation of connector between

Justification: Improved mobility and increased capacity on Merritt Road from the PGBT since there will not be service roads along the PGBT from Merritt Road to the City limits. This project was recommended by the 2009 CIP Bond Committee.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|-----------|------|------|------|------|------------------|
| Project Budget | 13,926,087 | 1,366,818 | - | - | - | - | 15,292,905 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: ALLEY PANEL REPLACEMENT
PROJECT NUMBER: ST2075

Description: To remove and replace damaged concrete panels in alleys with a Pavement Condition Index (PCI) of > 60. The concrete pavement repairs consist of removing the failed pavement and installing new pavement.

Justification: To repair and maintain existing alleys in order to extend the life of the concrete pavement. The goal is to increase the PCI of these alleys to 80 or better.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|---------|---------|------|------|------------------|
| Project Budget | 1,250,000 | 500,000 | 335,000 | 335,000 | - | - | 2,420,000 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: TRAFFIC MANAGEMENT PROJECTS
PROJECT NUMBER: ST2076

Description: This project will fund traffic management projects along roadways in the City such as median openings/closings, turn lanes, deceleration lanes, intersection improvements, etc. This funding will also be used to partner and cost participate with developers to construct traffic management projects for development projects.

Justification: To construct traffic management improvements for improved safety and capacity of roadways.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|------|------|------|------|------------------|
| Project Budget | 250,000 | 200,000 | - | - | - | - | 450,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: ASPHALT REHABILITATION/OVERLAY PROJECT
PROJECT NUMBER: ST2077

Description: Overlays and repairs to existing asphalt roadways. This project will fund asphalt overlays to existing concrete streets which are in need of reconstruction as a temporary repair to achieve a smooth street until funding becomes available to reconstruct the concrete

Justification: To increase the Pavement Condition Index (PCI) on asphalt roads and temporarily repair concrete streets with a PCI < 60

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|---------|---------|------|------|------------------|
| Project Budget | 739,457 | 784,531 | 450,000 | 350,000 | - | - | 2,323,988 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: CRACK SEAL FOR PAVEMENT
PROJECT NUMBER: ST2078

Description: Installing crack seal on asphalt and concrete roadways as a maintenance measure to extend the life of the pavement. Streets usually need to be crack sealed every 2-4 years for optimum effect.

Justification: To adequately and properly maintain asphalt and concrete roadways in order to increase the life of the pavement surface. This project was recommended by the 2009 CIP Bond Committee.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|---------|---------|------|------|------------------|
| Project Budget | 300,000 | 150,000 | 150,000 | 150,000 | - | - | 750,000 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: FOAM INJECTION UNDER CONCRETE PAVEMENT
PROJECT NUMBER: ST2080

Description: Installing foam below pavement which has settled to raise the elevation of the pavement back to its original elevation for improved riding surface and drainage to extend the life of the pavement.

Justification: To adequately and properly maintain concrete roadways in order to increase the life of the pavement surface. High Density Polyurethane Foam Injection gives the City another cost effective tool to help us preserve and improve the overall PCI rating of existing roads. This prevents premature failure of pavement and costly reconstruction.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|---------|---------|------|------|------------------|
| Project Budget | 350,000 | 100,000 | 100,000 | 100,000 | - | - | 650,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

| | | | | | | | |
|--|--------------------|--------|--------|--------|------|------|------------------|
| PROJECT NAME: SCREENING WALL REHABILITATION | | | | | | | |
| PROJECT NUMBER: ST2084 | | | | | | | |
| Description: Project to make repairs to existing screening walls located in the City's right-of-way. | | | | | | | |
| Justification: To repair and maintain existing screening walls to improve the quality of life, safety, and property values. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 275,000 | 50,000 | 50,000 | 50,000 | - | - | 425,000 |
| Operating Impact | - | - | - | - | - | - | - |

| | | | | | | | |
|---|--------------------|--------|--------|--------|------|------|------------------|
| PROJECT NAME: SIGN REPLACEMENT/PAVEMENT MARKING | | | | | | | |
| PROJECT NUMBER: ST2085 | | | | | | | |
| Description: To replace existing street regulatory signs and pavement markings, including striping. | | | | | | | |
| Justification: To bring the City up to the current standards for street signs in accordance to the Texas Manual on Uniform Traffic Control Devices (TMUTCD) and provide proper pavement markings to improve the safety of motorists. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 215,000 | 90,000 | 90,000 | 90,000 | - | - | 485,000 |
| Operating Impact | - | - | - | - | - | - | - |

| | | | | | | | |
|--|--------------------|--------|--------|--------|------|------|------------------|
| PROJECT NAME: TRAFFIC SIGNAL REPAIR/MAINTENANCE | | | | | | | |
| PROJECT NUMBER: ST2086 | | | | | | | |
| Description: To establish an annual program to make repairs to existing traffic signals located in the City. In the 2010 federal census, the City of Rowlett exceeded 50,000 in population and the responsibilities of the traffic signals on the state highway system were transferred to the City of Rowlett for construction, maintenance and operations. This change increased the signalized intersections that the City is responsible for maintaining from 15 to 23 locations. | | | | | | | |
| Justification: To repair and maintain existing traffic signals in the City to keep signals safe. The City was required to take over the maintenance of the signals along Lakeview Parkway from TxDOT after the 2010 census. This project was recommended by the 2009 CIP Bond Committee. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 75,000 | 30,000 | 30,000 | 30,000 | - | - | 165,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

**PROJECT NAME: LARRY STREET (CDBG PROJECTS)
PROJECT NUMBER: ST2096**

Description: This project is a part of a Community Development Block Grant (CDBG) funded in part by the federal government (HUD) for improvements to areas with low to moderate income. The improvements include reconstructing Larry Street along with a portion of Commerce Street between Delia and Larry Street. Also included is the installation of an underground storm water system, a new waterline and fire hydrants, and reconstruction of the sanitary sewer lines under the pavement.

Justification: The existing asphalt roads will be replaced with concrete curb and gutter streets. The waterline and fire hydrants will provide adequate fire protection. The majority of the funding for the project is from federal funds.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|---------|---------|---------|------|------|------------------|
| Project Budget | 799,898 | 217,245 | 204,181 | 204,181 | - | - | 1,425,505 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: SIDEWALK IMPROVEMENT PROGRAM
PROJECT NUMBER: ST2097**

Description: To fund repairs to existing sidewalks and also construct new sidewalks. The City will seek grant funding for the installation of several new sidewalks.

Justification: To adequately and properly maintain concrete sidewalks in areas of high pedestrian traffic.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|--------|--------|------|------|------|------------------|
| Project Budget | 30,000 | 70,000 | 70,000 | - | - | - | 170,000 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: LAKEVIEW PARKWAY (SH 66) AND DALROCK INTERSECTION IMPROVEMENTS
PROJECT NUMBER: ST2099**

Description: This project is for the design of intersection improvements along Dalrock Road at the intersection of Lakeview Parkway. The construction cost will be funded separately once the design is complete. The design will include additional turn lanes for northbound and southbound Dalrock Road in an effort to reduce the delay experienced by motorists at the intersection.

Justification: The existing lane configuration does not provide enough capacity during the morning and evening peak traffic times. Motorists experience longer than normal delays during the peak times.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|------|------|------|------|------------------|
| Project Budget | 120,000 | - | - | - | - | - | 120,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: MILLER ROAD/ROWLETT CREEK BRIDGE
PROJECT NUMBER: ST2100

Description: To fund the expansion of the Rowlett Creek Bridge on Miller Road. Proposed bridge is 1,200 feet long and would span both Rowlett Creek and Old Rowlett Creek.

Justification: Miller is a major east-west thoroughfare that must be improved to handle current and future traffic. Proposed improvements would eliminate a bottleneck that is created by the two lane facility from 0.25 east of Centerville Road to Dexham Road. This project will be constructed as part of the Dallas County MCIP program.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| Project Budget | - | 623,443 | - | - | - | - | 623,443 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: MISCELLANEOUS WATER LINE REPAIR AND REPLACEMENT
PROJECT NUMBER: WA1108

Description: Repair and replacement of miscellaneous water lines throughout the City. This account also funds upgrading waterlines as part of development projects.

Justification: Annual replacement program for waterlines which have deteriorated and require ongoing maintenance.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| Project Budget | 956,282 | 198,284 | 590,000 | 590,000 | - | - | 2,334,566 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: WATER TANK REFURBISHING
PROJECT NUMBER: WA1118

Description: Project to repair and repaint the City's water distribution tanks. The design will occur in one year and the refurbishment will occur in subsequent years.

Justification: To repair and maintain the water tanks to meet TCEQ and AWWA standards in order to keep the drinking water safe.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| Project Budget | 874,182 | 50,000 | - | - | - | - | 924,182 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

| | | | | | | | |
|---|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| PROJECT NAME: 16" WATERLINE ALONG MAIN STREET WEST OF KIRBY ROAD (PGBT) | | | | | | | |
| PROJECT NUMBER: WA1156 | | | | | | | |
| Description: Install a 16" waterline along Main Street west of Kirby Road. The engineering is planned for FY 2010 and the construction in FY 2013. | | | | | | | |
| Justification: Identified in the Water Master Plan and will complete a 16" loop along Main Street. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 24,000 | - | 627,400 | - | - | - | 651,400 |
| Operating Impact | - | - | - | - | - | - | - |

| | | | | | | | |
|--|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| PROJECT NAME: 16" WATERLINE ALONG MILLER ROAD FROM ROWLETT ROAD TO KIRBY ROAD (PGI) | | | | | | | |
| PROJECT NUMBER: WA1157 | | | | | | | |
| Description: Install a 16" waterline along Miler Road from Rowlett Road to Kirby Road (PGBT). The engineering is planned for FY 2010 and the construction in FY 2013. | | | | | | | |
| Justification: Identified in the Water Master Plan and will complete a 16" loop along Miller Road for improved pressure and capacity in the southwest quadrant of the City. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 40,000 | - | 852,400 | - | - | - | 892,400 |
| Operating Impact | - | - | - | - | - | - | - |

| | | | | | | | |
|--|------------------------|-------------|-------------|-------------|-------------|-------------|----------------------|
| PROJECT NAME: 36" MERRITT ROAD WATERLINES | | | | | | | |
| PROJECT NUMBER: WA2092 | | | | | | | |
| Description: This project will be constructed along with the Merritt Road reconstruction project. This project involves constructing a 16" and 36" waterline per the Water Master Plan along Merritt Road from the Merritt Road Water Pump Station to the PGBT. | | | | | | | |
| Justification: The construction of the waterlines is necessary to serve the Northshore development area as well as the northeastern portions of the City. This project needs to be constructed while Merritt Road is reconstructed. | | | | | | | |
| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
| Project Budget | 2,103,450 | 880,347 | - | - | - | - | 2,983,797 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: UPPER PRESSURE PLANE AND ROWLETT ROAD PUMP STATION IMPROVEMENTS
PROJECT NUMBER: WA2095

Description: This project will involve installing pressure actuated valves in strategic locations in the northwest quadrant of the City to establish an interim upper pressure plane until permanent improvements can be constructed to complete the development of the upper pressure plane. Pumps at the Rowlett Road Pump Station will also be installed to serve the interim pressure plane. The upper pressure plane is required to increase the system pressure for the customers in the northwest quadrant of the City.

Justification: This development of the upper pressure plane is shown on the City's Water Master Plan. This project is necessary to develop an interim Upper Pressure Plan in the City's water distribution system until permanent improvements are installed to increase the system water pressure for the northwest portion of the City.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|----------------------------|-------------|-------------|-------------|-------------|-------------|--------------------------|
| Project Budget | 302,550 | 2,250,000 | 2,150,000 | - | - | - | 4,702,550 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: 2.25MG ELEVATED TANK FOR UPPER PRESSURE PLAN @ HWY 66
PROJECT NUMBER: WA2096

Description: A new elevated storage tank will be constructed at the location of the existing elevated tank at Gordon Smith Road on the north side of SH66. The new tank will be approximately 50 feet taller than the existing tank and will be isolated to the City's planned new upper pressure plan that will encompass the area of town from approximately the PGBT to the west City limits.

Justification: To address issues with the upper pressure water zone.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|----------------------------|-------------|-------------|-------------|-------------|-------------|--------------------------|
| Project Budget | - | 1,000,000 | 3,229,120 | - | - | - | 4,229,120 |
| Operating Impact | - | - | - | - | - | - | - |

PROJECT NAME: 12" DALROCK AND CHIESA
PROJECT NUMBER: WA2097

Description: A major component of the Utility Capital Maintenance program is the Line Replacement program. A five year plan will eliminate the asbestos cementitious pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The goal for the first five years is to eliminate the undesirable materials defects. This pipe maintenance plan is anticipated to be an ongoing program.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| Financial Information | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|----------------------------|-------------|-------------|-------------|-------------|-------------|--------------------------|
| Project Budget | - | - | 1,100,000 | - | - | - | 1,100,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

**PROJECT NAME: 12" WATER MILLER EAST OF CHIESA
PROJECT NUMBER: WA2098**

Description: A major component of the Utility Capital Maintenance program is the Line Replacement program. A five year plan will eliminate the asbestos cementitious pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The goal for the first five years is to eliminate the undesirable materials defects. This pipe maintenance plan is anticipated to be an ongoing program.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|------|------|------|------------------|
| <u>Project Budget</u> | - | - | 250,000 | - | - | - | 250,000 |
| <u>Operating Impact</u> | - | - | - | - | - | - | - |

**PROJECT NAME: UTILITY APPURTENANCES (VALVES & HYDRANTS)
PROJECT NUMBER: WA2099**

Description: Systematic replacement of valves and hydrant, related equipment and testing apparatus are required for better utility system operation.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|--------|--------|------|------|------------------|
| <u>Project Budget</u> | - | - | 42,500 | 42,500 | - | - | 85,000 |
| <u>Operating Impact</u> | - | - | - | - | - | - | - |

**PROJECT NAME: MARTHA ELEVATED TANK REFURBISHMENT
PROJECT NUMBER: WA2100**

Description: Project to repair and repaint the City's water distribution tanks.

Justification: To repair and maintain the water tanks to meet TCEQ and AWWA standards in order to keep the drinking water safe.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|------|------|------|------------------|
| <u>Project Budget</u> | - | - | 100,000 | - | - | - | 100,000 |
| <u>Operating Impact</u> | - | - | - | - | - | - | - |

**CITY OF ROWLETT
FY 2011 - 2012
CAPITAL IMPROVEMENT PROGRAM INFORMATION**

**PROJECT NAME: PGBT WATER & MILLER HEIGHTS TO RHS
PROJECT NUMBER: WA2101**

Description: A major component of the Utility Capital Maintenance program is the Line Replacement program. A five year plan will eliminate the asbestos cementitious pipe, clay tile pipe, galvanized pipe, and problematic ductile iron pipe. The goal for the first five years is to eliminate the undesirable materials defects. This pipe maintenance plan is anticipated to be an ongoing program.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|------|------|------|------------------|
| Project Budget | - | - | 350,000 | - | - | - | 350,000 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: PGBT UTILITY REIMBURSEMENT PROJECT
PROJECT NUMBER: WA2102**

Description: This project is for the reimbursement to the North Texas Tollway Authority (NTTA) for the cost of installing water and sanitary sewer betterments and new infrastructure during the construction of the PGBT. The City is required to pay for new infrastructure and betterments under the Interlocal Agreement with the NTTA.

Justification: The new water and sanitary sewer infrastructure along the PGBT corridor is required to provide utility service to the existing and future developments along the corridor. Installing the betterments and new infrastructure at the same time the PGBT is constructed will save the rate payers millions of dollars in lieu of installing the improvements at a later date when the PGBT is open to traffic. The new utilities will provide economic development opportunities as well.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|------|------|------|------|------------------|
| Project Budget | 3,400,000 | - | - | - | - | - | 3,400,000 |
| Operating Impact | - | - | - | - | - | - | - |

**PROJECT NAME: PREVENTATIVE MAINTENANCE
PROJECT NUMBER: WA2103**

Description: This part of the plan includes multiple items and upgrades, addressing the redesigning and implementation of system security, SCADA upgrades, elimination of redundant lines, service line upgrades, looping of systems, replacement of blow offs, air release valves, sampling stations, backflow prevention, and pretreatment components.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|---------|---------|------|------|------------------|
| Project Budget | - | - | 542,500 | 542,500 | - | - | 1,085,000 |
| Operating Impact | - | - | - | - | - | - | - |

**CITY OF ROWLETT
 FY 2011 - 2012
 CAPITAL IMPROVEMENT PROGRAM INFORMATION**

PROJECT NAME: TOWER/TANK MAINTENANCE
PROJECT NUMBER: WA2104

Description: The systematic and ongoing refurbishing, inspections, painting and improvement of the tower and tanks and the associated components.

Justification: The Utility Capital Maintenance Plan consists of multiple programs that will focus on preventative maintenance programs as well as infrastructure replacement and upgrades.

| <u>Financial Information</u> | Project to Date | 2012 | 2013 | 2014 | 2015 | 2016 | Project Total |
|------------------------------|--------------------|------|--------|--------|------|------|------------------|
| Project Budget | - | - | 50,000 | 50,000 | - | - | 100,000 |
| Operating Impact | - | - | - | - | - | - | - |



**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

The City of Rowlett issues general obligation bonds for a term of generally twenty years, for the purpose of constructing major capital improvements that include municipal facilities, parks and streets.

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The resources of this fund are generated by a tax levy based upon property values. Payments of principal and interest are made for general obligation bonds, certificates of obligation, and tax notes.

Current outstanding debt including principal and interest equals \$112,184,528. This includes general obligation refunded issues, improvements, certificates of obligation, and tax notes issued during 1997 through 2013. The projected 2012-13 requirements are estimated at \$9,260,106. The total amount of outstanding debt represents 3.59% of assessed value.

The State of Texas limits the ad valorem tax rate to \$2.50 per \$100 valuation. Rowlett's rate of \$0.747173 falls well under this limit. The city currently operates with the following general obligation debt ratios:

Net debt per capita: \$1,554

Net debt to assessed value: 2.80%

The following table reflects the allocation of the property tax levy between Debt Service and General Fund operations for FY 2011-12 and previous years:

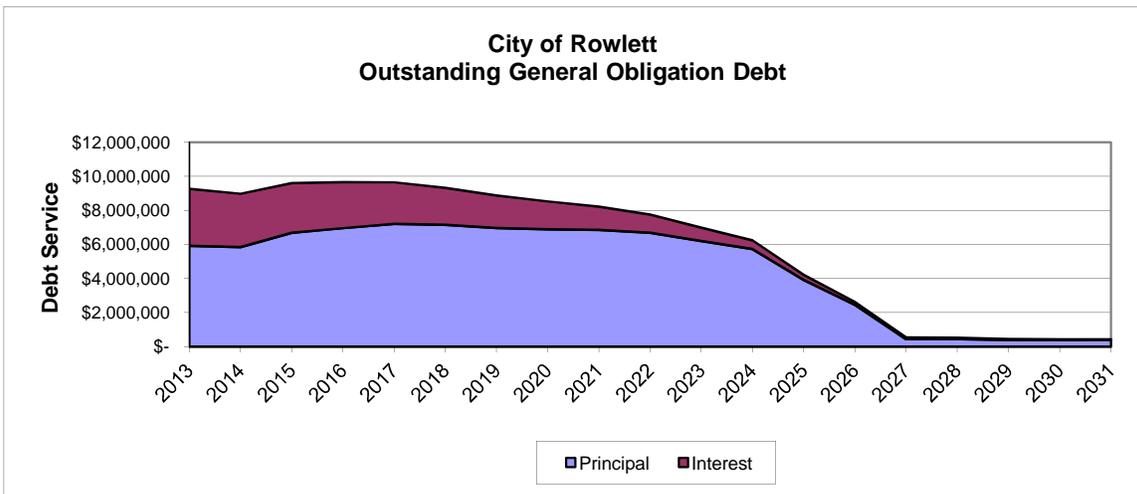
| | 2008-09 | 2009-10 | 2010-11 | 2011-12 | 2012-13 |
|--------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Debt Service | 0.252500 | 0.245153 | 0.252500 | 0.256340 | 0.254500 |
| O & M | 0.494673 | 0.502020 | 0.494673 | 0.490833 | 0.492673 |
| Total | 0.747173 | 0.747173 | 0.747173 | 0.747173 | 0.747173 |

The tables on the following pages detail each current outstanding bond issue that is owed by the City. The tables show the date of issue, the years remaining on the payment schedule, and the amount of principal and interest in each year. The first table is a summary of all outstanding issues.

**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**AGGREGATE DEBT SERVICE
AS OF OCTOBER 1, 2012**

| Date | Principal | Interest | Total P&I |
|--------------|-------------------------|-------------------------|--------------------------|
| 2013 | 5,915,000.00 | 3,345,106.02 | 9,260,106.02 |
| 2014 | 5,845,000.00 | 3,128,709.02 | 8,973,709.02 |
| 2015 | 6,685,000.00 | 2,917,578.77 | 9,602,578.77 |
| 2016 | 6,955,000.00 | 2,693,615.77 | 9,648,615.77 |
| 2017 | 7,205,000.00 | 2,440,357.77 | 9,645,357.77 |
| 2018 | 7,150,000.00 | 2,170,784.52 | 9,320,784.52 |
| 2019 | 6,965,000.00 | 1,900,290.27 | 8,865,290.27 |
| 2020 | 6,890,000.00 | 1,635,957.14 | 8,525,957.14 |
| 2021 | 6,850,000.00 | 1,360,205.76 | 8,210,205.76 |
| 2022 | 6,680,000.00 | 1,068,216.88 | 7,748,216.88 |
| 2023 | 6,205,000.00 | 782,422.50 | 6,987,422.50 |
| 2024 | 5,725,000.00 | 513,795.00 | 6,238,795.00 |
| 2025 | 3,910,000.00 | 299,455.00 | 4,209,455.00 |
| 2026 | 2,450,000.00 | 163,543.13 | 2,613,543.13 |
| 2027 | 435,000.00 | 97,533.13 | 532,533.13 |
| 2028 | 450,000.00 | 74,720.25 | 524,720.25 |
| 2029 | 385,000.00 | 50,725.00 | 435,725.00 |
| 2030 | 390,000.00 | 31,006.25 | 421,006.25 |
| 2031 | 410,000.00 | 10,506.25 | 420,506.25 |
| Total | \$ 87,500,000.00 | \$ 24,684,528.43 | \$ 112,184,528.43 |



**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION TAXABLE
REFUNDING BONDS, SERIES 2012**

Original Issue: \$17,155,000

Interest Rate: Various - 2.000% to 5.000%

| Date | Principal | Interest | Total P&I |
|--------------|-------------------------|------------------------|-------------------------|
| 2013 | 90,000.00 | 630,125.00 | 720,125.00 |
| 2014 | 95,000.00 | 628,275.00 | 723,275.00 |
| 2015 | 1,450,000.00 | 612,825.00 | 2,062,825.00 |
| 2016 | 1,495,000.00 | 575,900.00 | 2,070,900.00 |
| 2017 | 1,540,000.00 | 530,375.00 | 2,070,375.00 |
| 2018 | 1,595,000.00 | 483,350.00 | 2,078,350.00 |
| 2019 | 1,640,000.00 | 434,825.00 | 2,074,825.00 |
| 2020 | 1,680,000.00 | 385,025.00 | 2,065,025.00 |
| 2021 | 1,745,000.00 | 324,925.00 | 2,069,925.00 |
| 2022 | 1,820,000.00 | 244,525.00 | 2,064,525.00 |
| 2023 | 1,915,000.00 | 151,150.00 | 2,066,150.00 |
| 2024 | 2,020,000.00 | 52,775.00 | 2,072,775.00 |
| 2025 | 15,000.00 | 2,031.25 | 17,031.25 |
| 2026 | 15,000.00 | 1,543.75 | 16,543.75 |
| 2027 | 15,000.00 | 1,056.25 | 16,056.25 |
| 2028 | 10,000.00 | 650.00 | 10,650.00 |
| 2029 | 15,000.00 | 243.75 | 15,243.75 |
| Total | \$ 17,155,000.00 | \$ 5,059,600.00 | \$ 22,214,600.00 |

**CITY OF ROWLETT
 FY 2012 - 13
 GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION TAXABLE
 REFUNDING BONDS, SERIES 2011**

Original Issue: \$9,000,000

Interest Rate: Various - 2.000% to 4.000%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|------------------------|-------------------------|
| 2013 | 155,000.00 | 315,150.00 | 470,150.00 |
| 2014 | 155,000.00 | 312,050.00 | 467,050.00 |
| 2015 | 1,035,000.00 | 294,975.00 | 1,329,975.00 |
| 2016 | 1,155,000.00 | 262,125.00 | 1,417,125.00 |
| 2017 | 1,180,000.00 | 227,100.00 | 1,407,100.00 |
| 2018 | 1,225,000.00 | 184,900.00 | 1,409,900.00 |
| 2019 | 805,000.00 | 144,300.00 | 949,300.00 |
| 2020 | 830,000.00 | 111,600.00 | 941,600.00 |
| 2021 | 865,000.00 | 77,700.00 | 942,700.00 |
| 2022 | 740,000.00 | 45,600.00 | 785,600.00 |
| 2023 | 770,000.00 | 15,400.00 | 785,400.00 |
| Total | \$ 8,915,000.00 | \$ 1,990,900.00 | \$ 10,905,900.00 |

**CITY OF ROWLETT
 FY 2012 - 13
 GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION TAXABLE
 REFUNDING BONDS, SERIES 2010A**

Original Issue: \$1,175,000

Interest Rate: Various - 1.570% to 5.710%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|----------------------|------------------------|
| 2013 | 45,000.00 | 49,178.00 | 94,178.00 |
| 2014 | 50,000.00 | 47,882.00 | 97,882.00 |
| 2015 | 50,000.00 | 46,442.00 | 96,442.00 |
| 2016 | 55,000.00 | 45,002.00 | 100,002.00 |
| 2017 | 55,000.00 | 42,956.00 | 97,956.00 |
| 2018 | 55,000.00 | 40,910.00 | 95,910.00 |
| 2019 | 60,000.00 | 38,457.00 | 98,457.00 |
| 2020 | 65,000.00 | 35,781.00 | 100,781.00 |
| 2021 | 65,000.00 | 32,882.00 | 97,882.00 |
| 2022 | 70,000.00 | 29,625.50 | 99,625.50 |
| 2023 | 70,000.00 | 26,118.50 | 96,118.50 |
| 2024 | 75,000.00 | 22,611.50 | 97,611.50 |
| 2025 | 80,000.00 | 18,854.00 | 98,854.00 |
| 2026 | 85,000.00 | 14,846.00 | 99,846.00 |
| 2027 | 85,000.00 | 9,992.50 | 94,992.50 |
| 2028 | 90,000.00 | 5,139.00 | 95,139.00 |
| Total | \$ 1,055,000.00 | \$ 506,677.00 | \$ 1,561,677.00 |

**CITY OF ROWLETT
 FY 2012 - 13
 GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION
 REFUNDING BONDS, SERIES 2010**

Original Issue: \$10,825,000

Interest Rate: Various - 2.000% to 4.000%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|------------------------|-------------------------|
| 2013 | 945,000.00 | 328,487.50 | 1,273,487.50 |
| 2014 | 970,000.00 | 304,550.00 | 1,274,550.00 |
| 2015 | 990,000.00 | 280,050.00 | 1,270,050.00 |
| 2016 | 1,025,000.00 | 249,737.50 | 1,274,737.50 |
| 2017 | 1,060,000.00 | 210,600.00 | 1,270,600.00 |
| 2018 | 935,000.00 | 170,700.00 | 1,105,700.00 |
| 2019 | 975,000.00 | 132,500.00 | 1,107,500.00 |
| 2020 | 1,015,000.00 | 92,700.00 | 1,107,700.00 |
| 2021 | 1,050,000.00 | 51,400.00 | 1,101,400.00 |
| 2022 | 760,000.00 | 15,200.00 | 775,200.00 |
| Total | \$ 9,725,000.00 | \$ 1,835,925.00 | \$ 11,560,925.00 |

**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**COMBINATION TAX AND LIMITED SURPLUS REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2006**

Original Issue: \$26,280,000

Interest Rate: Various - 4.250% to 5.125%

| Date | Principal | Interest | Total P&I |
|--------------|-------------------------|------------------------|-------------------------|
| 2013 | 975,000.00 | 970,483.76 | 1,945,483.76 |
| 2014 | 1,015,000.00 | 925,708.76 | 1,940,708.76 |
| 2015 | 1,055,000.00 | 880,452.51 | 1,935,452.51 |
| 2016 | 1,105,000.00 | 834,552.51 | 1,939,552.51 |
| 2017 | 1,160,000.00 | 783,521.26 | 1,943,521.26 |
| 2018 | 1,220,000.00 | 727,301.26 | 1,947,301.26 |
| 2019 | 1,275,000.00 | 668,668.76 | 1,943,668.76 |
| 2020 | 1,335,000.00 | 607,834.38 | 1,942,834.38 |
| 2021 | 1,395,000.00 | 542,087.50 | 1,937,087.50 |
| 2022 | 1,470,000.00 | 470,462.50 | 1,940,462.50 |
| 2023 | 1,545,000.00 | 395,087.50 | 1,940,087.50 |
| 2024 | 1,625,000.00 | 315,837.50 | 1,940,837.50 |
| 2025 | 1,710,000.00 | 231,393.75 | 1,941,393.75 |
| 2026 | 1,805,000.00 | 141,321.88 | 1,946,321.88 |
| 2027 | 335,000.00 | 86,484.38 | 421,484.38 |
| 2028 | 350,000.00 | 68,931.25 | 418,931.25 |
| 2029 | 370,000.00 | 50,481.25 | 420,481.25 |
| 2030 | 390,000.00 | 31,006.25 | 421,006.25 |
| 2031 | 410,000.00 | 10,506.25 | 420,506.25 |
| Total | \$ 20,545,000.00 | \$ 8,742,123.21 | \$ 29,287,123.21 |

**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**COMBINATION TAX AND LIMITED SURPLUS REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2005**

Original Issue: \$22,170,000

Interest Rate: Various - 3.375% to 4.500%

| Date | Principal | Interest | Total P&I |
|--------------|-------------------------|------------------------|-------------------------|
| 2013 | 965,000.00 | 681,668.76 | 1,646,668.76 |
| 2014 | 1,005,000.00 | 642,268.76 | 1,647,268.76 |
| 2015 | 1,045,000.00 | 601,268.76 | 1,646,268.76 |
| 2016 | 1,090,000.00 | 558,568.76 | 1,648,568.76 |
| 2017 | 1,130,000.00 | 513,462.51 | 1,643,462.51 |
| 2018 | 1,180,000.00 | 465,818.76 | 1,645,818.76 |
| 2019 | 1,225,000.00 | 415,450.01 | 1,640,450.01 |
| 2020 | 1,280,000.00 | 362,218.76 | 1,642,218.76 |
| 2021 | 1,340,000.00 | 301,518.76 | 1,641,518.76 |
| 2022 | 1,405,000.00 | 237,284.38 | 1,642,284.38 |
| 2023 | 1,465,000.00 | 173,587.50 | 1,638,587.50 |
| 2024 | 1,530,000.00 | 106,200.00 | 1,636,200.00 |
| 2025 | 1,595,000.00 | 35,887.50 | 1,630,887.50 |
| Total | \$ 16,255,000.00 | \$ 5,095,203.22 | \$ 21,350,203.22 |

**GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2005**

Original Issue: \$8,615,000

Interest Rate: Various - 4.250% to 4.500%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|----------------------|------------------------|
| 2013 | 660,000.00 | 204,750.00 | 864,750.00 |
| 2014 | 685,000.00 | 177,850.00 | 862,850.00 |
| 2015 | 715,000.00 | 149,850.00 | 864,850.00 |
| 2016 | 745,000.00 | 120,650.00 | 865,650.00 |
| 2017 | 775,000.00 | 88,312.50 | 863,312.50 |
| 2018 | 615,000.00 | 57,037.50 | 672,037.50 |
| 2019 | 640,000.00 | 28,800.00 | 668,800.00 |
| 2020 | 320,000.00 | 7,200.00 | 327,200.00 |
| Total | \$ 5,155,000.00 | \$ 834,450.00 | \$ 5,989,450.00 |

**CITY OF ROWLETT
 FY 2012 - 13
 GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION BONDS
 SERIES 2004 A**

Original Issue: \$6,080,000

Interest Rate: Various - 3.750% to 4.750%

| Date | Principal | Interest | Total P&I |
|--------------|----------------------|---------------------|----------------------|
| 2013 | 275,000.00 | 16,900.00 | 291,900.00 |
| 2014 | 285,000.00 | 5,700.00 | 290,700.00 |
| Total | \$ 560,000.00 | \$ 22,600.00 | \$ 582,600.00 |

**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**COMBINATION TAX AND LIMITED SURPLUS REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2004**

Original Issue: \$4,420,000

Interest Rate: Various - 3.750% to 4.875%

| Date | Principal | Interest | Total P&I |
|--------------|----------------------|---------------------|----------------------|
| 2013 | 170,000.00 | 10,400.00 | 180,400.00 |
| 2014 | 175,000.00 | 3,500.00 | 178,500.00 |
| Total | \$ 345,000.00 | \$ 13,900.00 | \$ 358,900.00 |

**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION REFUNDING BONDS
SERIES 2004**

Original Issue: \$4,885,000

Interest Rate: Various - 3.700% to 4.600%

| Date | Principal | Interest | Total P&I |
|--------------|----------------------|---------------------|----------------------|
| 2013 | 365,000.00 | 26,275.00 | 391,275.00 |
| 2014 | 375,000.00 | 11,287.50 | 386,287.50 |
| 2015 | 80,000.00 | 1,800.00 | 81,800.00 |
| Total | \$ 820,000.00 | \$ 39,362.50 | \$ 859,362.50 |

**CITY OF ROWLETT
 FY 2012 - 13
 GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION BONDS
 SERIES 2003A**

Original Issue: \$3,815,000

Interest Rate: Various - 4.000% to 5.000%

| Date | Principal | Interest | Total P&I |
|--------------|----------------------|---------------------|----------------------|
| 2013 | 185,000.00 | 11,913.75 | 196,913.75 |
| 2014 | 190,000.00 | 4,037.50 | 194,037.50 |
| Total | \$ 375,000.00 | \$ 15,951.25 | \$ 390,951.25 |

**COMBINATION TAX AND LIMITED SURPLUS REVENUES
 CERTIFICATES OF OBLIGATION, SERIES 2003**

Original Issue: \$7,060,000

Interest Rate: Various - 4.000% to 5.000%

| Date | Principal | Interest | Total P&I |
|--------------|----------------------|---------------------|----------------------|
| 2013 | 335,000.00 | 21,826.25 | 356,826.25 |
| 2014 | 350,000.00 | 7,437.50 | 357,437.50 |
| Total | \$ 685,000.00 | \$ 29,263.75 | \$ 714,263.75 |

**CITY OF ROWLETT
FY 2012 - 13
GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION REFUNDING BONDS
SERIES 2003**

Original Issue: \$8,050,000

Interest Rate: Various - 4.000% to 4.500%

| Date | Principal | Interest | Total P&I |
|--------------|----------------------|---------------------|----------------------|
| 2013 | 520,000.00 | 22,950.00 | 542,950.00 |
| 2014 | 250,000.00 | 5,625.00 | 255,625.00 |
| Total | \$ 770,000.00 | \$ 28,575.00 | \$ 798,575.00 |

**CITY OF ROWLETT
 FY 2012 - 13
 GENERAL OBLIGATION DEBT SERVICE**

**GENERAL OBLIGATION TAXABLE
 SERIES 1997A**

**Original Issue: \$6,500,000
 Interest Rate: 1.270%**

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|----------------------|------------------------|
| 2013 | 230,000.00 | 54,998.00 | 284,998.00 |
| 2014 | 245,000.00 | 52,537.00 | 297,537.00 |
| 2015 | 265,000.00 | 49,915.50 | 314,915.50 |
| 2016 | 285,000.00 | 47,080.00 | 332,080.00 |
| 2017 | 305,000.00 | 44,030.50 | 349,030.50 |
| 2018 | 325,000.00 | 40,767.00 | 365,767.00 |
| 2019 | 345,000.00 | 37,289.50 | 382,289.50 |
| 2020 | 365,000.00 | 33,598.00 | 398,598.00 |
| 2021 | 390,000.00 | 29,692.50 | 419,692.50 |
| 2022 | 415,000.00 | 25,519.50 | 440,519.50 |
| 2023 | 440,000.00 | 21,079.00 | 461,079.00 |
| 2024 | 475,000.00 | 16,371.00 | 491,371.00 |
| 2025 | 510,000.00 | 11,288.50 | 521,288.50 |
| 2026 | 545,000.00 | 5,831.50 | 550,831.50 |
| Total | \$ 5,140,000.00 | \$ 469,997.50 | \$ 5,609,997.50 |

CITY OF ROWLETT
FY 2012 - 13
WATERWORKS AND SEWER SYSTEM REVENUE BONDS

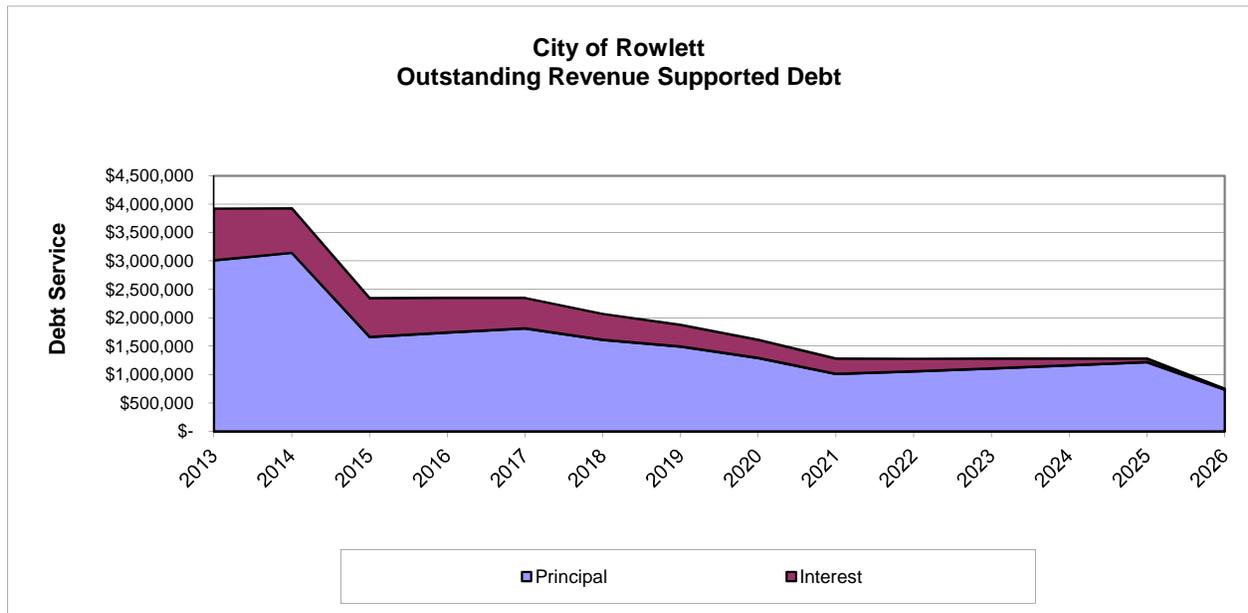
Waterworks and Sewer System Revenue Bonds are issued for a term of generally twenty years for the purpose of constructing major capital improvements, which include water and wastewater mains, pumping facilities and storage tanks. The net revenues of the Utility Fund secure the Waterworks and Sewer System Revenue Bonds.

Total outstanding waterworks and sewer system revenue debt including estimated fees equals \$27,624,348 with the FY 2012-13 requirements being \$3,923,489.

**CITY OF ROWLETT
FY 2012 - 13
OUTSTANDING REVENUE SUPPORTED DEBT**

**AGGREGATE DEBT SERVICE
AS OF OCTOBER 1, 2012**

| Date | Principal | Interest | Total P&I |
|--------------|-------------------------|------------------------|-------------------------|
| 2013 | 3,015,000.00 | 908,488.76 | 3,923,488.76 |
| 2014 | 3,145,000.00 | 783,198.76 | 3,928,198.76 |
| 2015 | 1,665,000.00 | 684,180.01 | 2,349,180.01 |
| 2016 | 1,740,000.00 | 613,855.01 | 2,353,855.01 |
| 2017 | 1,815,000.00 | 534,926.26 | 2,349,926.26 |
| 2018 | 1,615,000.00 | 454,681.88 | 2,069,681.88 |
| 2019 | 1,495,000.00 | 382,382.50 | 1,877,382.50 |
| 2020 | 1,295,000.00 | 318,636.25 | 1,613,636.25 |
| 2021 | 1,015,000.00 | 266,622.50 | 1,281,622.50 |
| 2022 | 1,060,000.00 | 219,488.75 | 1,279,488.75 |
| 2023 | 1,110,000.00 | 169,865.63 | 1,279,865.63 |
| 2024 | 1,165,000.00 | 117,653.13 | 1,282,653.13 |
| 2025 | 1,220,000.00 | 62,912.50 | 1,282,912.50 |
| 2026 | 735,000.00 | 17,456.25 | 752,456.25 |
| Total | \$ 22,090,000.00 | \$ 5,534,348.19 | \$ 27,624,348.19 |



**CITY OF ROWLETT
 FY 2012 - 13
 OUTSTANDING REVENUE SUPPORTED DEBT**

**WATERWORKS AND SEWER SYSTEM REVENUE REFUNDING BONDS
 SERIES 2006**

Original Issue: \$11,775,000

Interest Rate: Various: 4.250% - 4.750%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|------------------------|-------------------------|
| 2013 | 400,000.00 | 349,690.00 | 749,690.00 |
| 2014 | 420,000.00 | 331,740.00 | 751,740.00 |
| 2015 | 440,000.00 | 312,940.00 | 752,940.00 |
| 2016 | 460,000.00 | 293,240.00 | 753,240.00 |
| 2017 | 480,000.00 | 271,490.00 | 751,490.00 |
| 2018 | 505,000.00 | 248,096.25 | 753,096.25 |
| 2019 | 530,000.00 | 223,912.50 | 753,912.50 |
| 2020 | 550,000.00 | 198,935.00 | 748,935.00 |
| 2021 | 580,000.00 | 172,517.50 | 752,517.50 |
| 2022 | 605,000.00 | 144,518.75 | 749,518.75 |
| 2023 | 635,000.00 | 115,068.75 | 750,068.75 |
| 2024 | 670,000.00 | 84,075.00 | 754,075.00 |
| 2025 | 700,000.00 | 51,537.50 | 751,537.50 |
| 2026 | 735,000.00 | 17,456.25 | 752,456.25 |
| Total | \$ 7,710,000.00 | \$ 2,815,217.50 | \$ 10,525,217.50 |

**CITY OF ROWLETT
 FY 2012 - 13
 OUTSTANDING REVENUE SUPPORTED DEBT**

**WATERWORKS AND SEWER SYSTEM REVENUE BONDS
 SERIES 2005A**

Original Issue: \$7,180,000

Interest Rate: Various: 3.400% - 4.375%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|------------------------|------------------------|
| 2013 | 315,000.00 | 217,198.76 | 532,198.76 |
| 2014 | 325,000.00 | 204,058.76 | 529,058.76 |
| 2015 | 340,000.00 | 189,946.26 | 529,946.26 |
| 2016 | 355,000.00 | 176,046.26 | 531,046.26 |
| 2017 | 370,000.00 | 161,361.26 | 531,361.26 |
| 2018 | 385,000.00 | 145,835.63 | 530,835.63 |
| 2019 | 400,000.00 | 129,495.00 | 529,495.00 |
| 2020 | 415,000.00 | 112,276.25 | 527,276.25 |
| 2021 | 435,000.00 | 94,105.00 | 529,105.00 |
| 2022 | 455,000.00 | 74,970.00 | 529,970.00 |
| 2023 | 475,000.00 | 54,796.88 | 529,796.88 |
| 2024 | 495,000.00 | 33,578.13 | 528,578.13 |
| 2025 | 520,000.00 | 11,375.00 | 531,375.00 |
| Total | \$ 5,285,000.00 | \$ 1,605,043.19 | \$ 6,890,043.19 |

**CITY OF ROWLETT
FY 2012 - 13
OUTSTANDING REVENUE SUPPORTED DEBT**

**WATERWORKS AND SEWER SYSTEM REVENUE REFUNDING BONDS
SERIES 2005**

Original Issue: \$7,630,000

Interest Rate: Various: 3.750% - 5.000%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|----------------------|------------------------|
| 2013 | 670,000.00 | 207,750.00 | 877,750.00 |
| 2014 | 700,000.00 | 181,225.00 | 881,225.00 |
| 2015 | 720,000.00 | 153,700.00 | 873,700.00 |
| 2016 | 755,000.00 | 124,200.00 | 879,200.00 |
| 2017 | 785,000.00 | 89,475.00 | 874,475.00 |
| 2018 | 535,000.00 | 56,475.00 | 591,475.00 |
| 2019 | 565,000.00 | 28,975.00 | 593,975.00 |
| 2020 | 330,000.00 | 7,425.00 | 337,425.00 |
| Total | \$ 5,060,000.00 | \$ 849,225.00 | \$ 5,909,225.00 |

**WATERWORKS AND SEWER SYSTEM REVENUE BONDS
SERIES 2004 A**

Original Issue: \$18,585,000

Interest Rate: Various: 4.000% - 4.250%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|---------------------|------------------------|
| 2013 | 825,000.00 | 53,050.00 | 878,050.00 |
| 2014 | 860,000.00 | 18,275.00 | 878,275.00 |
| Total | \$ 1,685,000.00 | \$ 71,325.00 | \$ 1,756,325.00 |

**CITY OF ROWLETT
 FY 2012 - 13
 OUTSTANDING REVENUE SUPPORTED DEBT**

**WATERWORKS AND SEWER SYSTEM REVENUE REFUNDING BONDS
 SERIES 2004**

Original Issue: \$7,910,000

Interest Rate: Various: 4.000% - 4.500%

| Date | Principal | Interest | Total P&I |
|--------------|------------------------|----------------------|------------------------|
| 2013 | 805,000.00 | 80,800.00 | 885,800.00 |
| 2014 | 840,000.00 | 47,900.00 | 887,900.00 |
| 2015 | 165,000.00 | 27,593.75 | 192,593.75 |
| 2016 | 170,000.00 | 20,368.75 | 190,368.75 |
| 2017 | 180,000.00 | 12,600.00 | 192,600.00 |
| 2018 | 190,000.00 | 4,275.00 | 194,275.00 |
| Total | \$ 2,350,000.00 | \$ 193,537.50 | \$ 2,543,537.50 |

FINANCIAL AND FISCAL POLICIES

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

I. STATEMENT OF PURPOSE

The City recognizes that the community of Rowlett is a unique, dynamic environment with a rich, cultural history and desires to enhance and protect that environment through the adoption of fiscally responsible policies that will maintain or improve the financial health and well being of the City. In order to accomplish this, it is critical to understand the external economic factors operating in the community, identify existing and/or emerging problems before they reach serious proportions, and consider the financial impact decisions have on the City's financial condition. The goals of these financial and fiscal policies are as follows:

- A. To protect the City's policy-making ability by ensuring that policy decisions are not hindered by financial problems or emergencies.
- B. To assist sound management of the City by providing accurate and timely information on financial condition.
- C. To provide sound principles to guide the important decisions of the City Council and of management which have significant fiscal impact.
- D. To establish operational principles that minimize the cost of local government, to the extent consistent with services provided by the City, and which minimize financial risk.
- E. To employ revenue policies that prevent undue or unbalanced reliance on certain revenues, which distribute the costs of municipal services fairly, and which provide adequate funds to operate desired programs.
- F. To provide funding capacity for the ongoing maintenance of the City's essential public facilities and infrastructure.
- G. To protect and enhance the City's credit rating and prevent default on any municipal debts.
- H. To insure the legal use of all City funds through a good system of financial security and internal control.

The scope of these policies generally spans, among other issues, accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, debt management, and planning concepts, in order to:

- Present fairly and with full disclosure the financial position and results of financial operations of the City in conformity with generally accepted accounting principles (GAAP).

CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES

- Determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of the Texas Local Government Code, Home Rule Charter, and other pertinent legal documents and mandates.
- Demonstrate good fiscal administration of the City's funds and promote accountability to its citizens.

II. GENERAL IMPLEMENTATION AND COMPLIANCE GUIDELINES

- A. **FINANCE AND AUDIT COMMITTEE.** A committee designated as the Finance and Audit Committee will be appointed by the Mayor and consist of 3 members of the City Council. The Finance and Audit Committee will meet as requested with the City Manager and the Director of Financial Services and the City's independent auditor for these purposes:
1. Financial and fiscal policy review.
 2. Auditor selection recommendation.
 3. Investment policy review and guidance.
 4. Communications with the City's independent auditor.
- B. **PERIODIC REVIEW.** Based upon the results and recommendations of the Finance and Audit Committee, on a periodic basis, the City Council will approve the financial and fiscal policies as reviewed and refined to reflect current laws in effect at the time, as well as significant changes in the City, which will impact the prevailing policy.
- C. **IMPLEMENTATION, COMPLIANCE, ACCOUNTABILITY AND REVIEW.** The Director of Financial Services will be accountable for implementing these policies and will to the best of his or her knowledge make the Finance and Audit Committee and the City Council aware of any variances in practice from these policies or any other deviation from prudent financial practices in accordance with GAAP, the City Charter, state laws or ethics of the profession. Any variances will be presented at meetings of the Finance and Audit Committee with notification sent to the City Council in writing.
- D. The Finance and Audit Committee may have bylaws approved by the City Council that may further define its role and responsibilities. Such bylaws shall be approved by resolution.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

III. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

A. ACCOUNTING. The City is solely responsible for the reporting of its financial affairs, both internally and externally. The Director of Financial Services is the City's Chief Financial Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.

B. EXTERNAL AUDITING.

1. Qualifications of the External Auditor. In conformance with Section 6.01 of the City's Charter and according to the provisions of Texas Local Government Code, Title 4, Chapter 103, the City will be audited annually by outside independent accountants ("external auditor").
2. External Auditor Repute. The external auditor must be a CPA firm of regional reputation and must demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The external auditor must be registered as a partnership or corporation of certified public accountants, holding a license under Article 41a-1, Section 9, of the Civil Statutes of Texas, capable of demonstrating that it has sufficient staff which will enable it to conduct the City's audit in accordance with generally accepted auditing standards as required by the City Charter and applicable state and federal laws.
3. Timing. Pursuant to Section 103.003(a) of the Texas Local Government Code, the annual financial statement, including the external auditor's opinion on the City's financial statements, shall be filed in the office of the City Secretary within 120 days of the City's fiscal year end. In the event that it is impossible to complete the audit within the specified timeframe, an unaudited financial report, certified by the Director of Financial Services, shall be filed with the City Secretary by the 120th day deadline to be replaced by the final audited financial statements when completed.
4. Management Letter. The external auditor will prepare and will review the Management Letter with the City Council within 60 days of its receipt and in accordance with the City Charter. The Director of Financial Services shall respond in writing to the City Manager and City Council regarding the external auditor's Management Letter, addressing the issues contained therein and will meet with the Audit Committee to discuss the findings and response. The City Council shall schedule its formal acceptance of the external auditor's report upon the resolution of any issues resulting from its

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

review. Pursuant to Section 6.01 of the City's Charter, the written report will be presented to City Council in a regular meeting.

5. Responsibility of External Auditor to City Council. The external auditor is accountable to the City Council and will have access to direct communication with the City Council if City Staff is unresponsive to external auditor recommendations or if the external auditor considers such communication necessary to fulfill its legal and professional responsibilities.
6. Rotation of External Auditor. Pursuant to Section 6.01 of the Home Rule Charter, no firm or certified public accountant shall complete more than five (5) consecutive annual audits. Year to year authorization to continue shall be done no later than 60 days prior to the beginning of the fiscal year to facilitate audit planning purposes.
7. External Auditor Requirements. The external auditor will provide the following to City Staff:
 - a. Detailed invoices accounting for time spent both by audit phase and level of auditor will be submitted to the City with each invoice.
 - b. Copies of all work papers, including diskettes and schedules, will be furnished to the City upon completion of the audit.

C. FINANCIAL AND FISCAL REPORTING.

1. External Financial Reporting.
 - a. Scope. A final financial report, either a general purpose financial statement (GPFS) or a Comprehensive Annual Financial Report (CAFR) shall be prepared in accordance with generally accepted accounting principles (GAAP) and recommended practices of the Government Finance Officers Association (GFOA).
 - b. Timing. The report shall be presented to the City Council within 120 calendar days of the City's fiscal year end (see IIIB3 above).
2. Internal Fiscal Reporting. Pursuant to Section 3.13(6) of the Home Rule Charter, the City Council shall require quarterly financial reports, sufficient to plan, monitor, and control the City's fiscal affairs. Internal financial reporting objectives are addressed throughout these policies.
 - a. Timing. Pursuant to Section 4.03(10) of the Home Rule Charter, on a quarterly basis the Finance Department shall prepare a written report of the City's financial affairs. The City Manager shall orally present

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

said report at a public meeting of the City Council. Each report shall accurately reflect the City's current position in regards to revenue and expenditure performance, as well as any additional information that reflects the City's current and future fiscal position. Said report shall also include a status report of the City's capital improvements program.

IV. OPERATING BUDGET

A. PREPARATION. Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The City's "operating budget" is the City's annual financial operating plan. The City shall attempt to balance the budget consistent with the needs and desires of the community and available resources and will not generally rely upon one-time measures to balance the budget. The budget shall be prepared and presented to meet the requirements of Section 102 of the Texas Local Government Code.

1. Scope. The scope of the budget includes the following funds for which the City will adopt a formal budget: General Fund, Debt Service, Police Seizures Fund, Hotel/Motel Tax Fund, Tax Increment Financing Fund, Utility Fund, Economic Development Fund, Traffic Safety Fund, Refuse Fund, Drainage Fund, Impact Fees Fund, Innovations Fund, Public Education and Government (P.E.G.) Fund, Grants Fund, CDBG Fund, Juvenile Diversion Fund, Court Technology Fund, Court Security Fund, Golf Fund, and Employee Benefits Fund.
2. Budgetary Process. The budget is prepared by the City Manager or designee who is responsible to transmit the document to the City Council. In order to meet the requirements of Section 102.005 of the Texas Local Government Code, the budget shall be delivered to the City Council 45 days prior to the beginning of each fiscal year end, filed with the City Secretary, and should be approved by the City Council prior to the fiscal year end. In the event that a budget is not adopted prior to October 1st, the preceding fiscal year budget shall be deemed adopted, which may be amended or supplemented, as the City Council deems appropriate pursuant to Section 6.02 of the Home Rule Charter.
3. Basis of Budgeting. The basis of budgeting will be the same as the basis of accounting; that is, that budgets for the General Fund and the Special Revenue Funds are prepared on the modified accrual basis of accounting, and budgets for the Utility (Proprietary) Funds are prepared on a full accrual basis, except that capital purchases and depreciation are not adjusted until year-end financial reporting.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

4. Proposed Budget Format. A proposed budget shall be prepared by the City Manager, within the provisions of Section 102 of the Texas Local Government Code. The budget shall include five basic segments for review and evaluation. These segments are: (1) personnel costs, (2) operations and maintenance costs, (3) capital and other (non-capital) project costs, (4) debt service, and (5) revenues. At minimum, a four-column format should be used such that prior year actual, current year budget and revised, and next year proposed are all clearly shown. The budget format should also clearly indicate an opening fund balance, the operating results of each fund, and a closing fund balance, carried over to each subsequent year of the budget. Where possible, the budget should be defined by programs and services provided to the budget and the corresponding costs and benefits of each. In order to meet the Texas Local Government Code, the proposed budget shall also contain the outstanding obligations of the City; the cash on hand to the credit of each fund; and the estimated tax rate required to cover the proposed budget.
5. City Council Participation. The budget review process shall include City Council participation in the review prior to the budget adoption. The budget process will span sufficient time to address policy and fiscal issues by the City Council. The budget process will be coordinated so as to identify major policy issues for City Council consideration prior to the budget approval date so that proper decision analysis can be made.
6. Filing and Adoption. Upon the presentation of a proposed budget document acceptable to the City Council, the City Council shall call and publicize a public hearing and adopt by Ordinance such budget as the City's Official Budget, effective for the fiscal year beginning October 1st. A copy of the proposed budget shall be filed with the City Secretary in accordance with the provisions of Section 102 of the Texas Local Government Code. Within 45 days after the adoption of the budget or a budget amendment, the budget officer shall provide for the filing of a true copy of the approved budget or amendment in the office of Dallas and Rockwall counties.
7. Amending the Official Budget. Amendments to the Official Budget shall be made at regularly scheduled City Council meetings. Budget transfers shall be made at the discretion of the City Manager, as outlined and defined in Section VI.A of these policies.
8. Encumbrances. Encumbrances outstanding at the end of each fiscal year that the City intends to pay during the succeeding fiscal year may be appropriated in that subsequent year's official budget by means of budget

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

amendment as appropriations expire at year-end. However, budgeted funds for encumbrances on items ordered but not yet received by year-end will automatically be carried over.

9. **BALANCED BUDGET.** The operating budget will be balanced where the proposed resources (prior year fund balance plus current year revenues) are equal to or greater than the proposed expenditures.

10. **FORECASTING.** The budgeting process for the annual budget necessitates the preparation of future projections of both revenues and expenditures. It should be recognized that the balanced budget requirement forces the conservative estimate of revenues and expenditures. Inherent in the forecasting process is the identification of assumptions used in the forecasting calculations. A statement of assumptions should be included in the presentation of forecasts.

11. **CONTROL.** Operating Expenditure Control is addressed in Section VI.A. of these Policies.

B. PERFORMANCE MEASURES AND PRODUCTIVITY INDICATORS. Where appropriate, performance measures and productivity indicators will be used as guidelines and reviewed for efficiency and effectiveness. This information will be included in the annual budgeting process.

C. MULTI-YEAR PLANNING MODEL. As part of the annual budget process, the City will maintain a five-year operating plan to model the effect of significant changes over time. Said model should include major components such as (1) personnel costs, (2) operations and maintenance costs, (3) capital and other (non-capital) project costs, (4) debt service, and (5) revenues and will identify basic assumptions used in the model.

V. REVENUE MANAGEMENT.

A. The City will strive for the following optimum characteristics in its revenue system:

1. **SIMPLICITY.** The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs and to make it more understandable to the taxpayer or service recipient. The City will avoid nuisance taxes or charges as revenue sources.

2. **CERTAINTY.** Knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue

CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES

sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budgets and plans.

3. **EQUITY.** The City shall make every effort to maintain equity in its revenue system structure; i.e., the City shall seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customers. The City shall strive for a balance in the revenue system; i.e., the revenue base will have the characteristics of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.
 4. **ADMINISTRATION.** The benefits of a revenue will be expected to exceed the cost of producing the revenue. The cost of collection will be reviewed annually for cost effectiveness as a part of the indirect cost and cost of services analysis. Where appropriate, the City will use the administrative processes of State or Federal collection agencies in order to reduce administrative costs.
 5. **DIVERSIFICATION AND STABILITY.** In order to protect the City from fluctuations in a revenue source due to fluctuations in the economy and variations in weather, a diversified revenue system will be maintained which will provide stability of income. This stability is also achieved by a balance between elastic and inelastic sources of revenues.
 6. **GRANTS AND RESTRICTED REVENUES.** In order to maintain flexibility in the revenue system, restricted revenues will be closely monitored. Any potential grants will be examined for matching requirements.
- B. The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:
1. **COST/BENEFIT OF ABATEMENT.** The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as a part of such caution.
 2. **NON-RECURRING REVENUES.** One-time or non-recurring revenues will not be used to finance current ongoing operations. Nonrecurring revenues should be used only for one-time expenditures such as long-lived capital needs. They will not be used for budget balancing purposes.
 3. **PROPERTY TAX REVENUES.** All real and business personal property located within the City shall be valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

Dallas Central Appraisal District. Reappraisal and reassessment shall be done regularly as required by State law. A 98% collection rate shall serve each year as a goal for tax collections. All delinquent taxes shall be aggressively pursued each year by the County's Tax Assessor/Collector. Delinquent tax accounts shall be submitted for collection each year to an attorney selected by the City Council. A penalty shall be assessed on all delinquent property taxes, which shall include all court costs, as well as an amount for compensation of the attorney as permitted by State law and in accordance with the attorney's contract with the City.

4. **INTEREST INCOME.** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the operating and capital budgets. Wherever possible, the distribution will be in accordance with the equity balance of the fund from which monies were provided to be invested.
5. **USER-BASED FEES AND SERVICE CHARGES.** For services associated with a user fee or charge, a fee should offset the direct and indirect costs of that service where possible or appropriate. There will be a periodic review of fees and charges to ensure that fees provide adequate coverage of costs of services.
6. **UTILITY RATES.** The City will review and adopt utility rates periodically that will generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. At a minimum, this review should be conducted every 2 years. This policy does not preclude drawing down cash balances to finance current operations. However, it is best that any extra cash balance be used instead to finance capital projects. Components of Utility Rates will include transfers to the General Fund as follows:
 - a. **General and Administrative Charge.** An administrative fee will be charged to the Utility Fund for services of general overhead, such as administration, finance, personnel, data processing, and legal counsel.
 - b. **Franchise payment (in lieu of tax).** A rate of 5% of gross sales will be charged to the Utility Fund, consistent with the rates charged to private utilities operating within the City.
 - c. **Payment in lieu of Property Tax (PILOT).** A fee will be charged to the Utility Fund to equate to property taxes lost due to municipal ownership. Gross book value will be used as a basis, barring

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

absence of known market value. The existing tax rate will be applied to this base to determine the PILOT charge.

7. REVENUE MONITORING. Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report.
8. INTERFUND COST ALLOCATION. The expenditures of all funds of the City, except for debt service and capital project funds shall be evaluated on an annual basis to identify and allocate the general and administrative overhead costs between operating funds. The model for this allocation shall be developed by the Finance Department and approved by the City Manager.

C. The City will utilize the following policies regarding utility billings and collections:

1. USE OF ESTIMATES. In the advent of technical or other factors that prevent the Utility Office from issuing a bill based on actual water/sewer consumption, the City may utilize appropriate administrative techniques to estimate the amount of the water/sewer consumption utilized.
2. WATER LEAKS. Water leaks are the responsibility of the property owner, both in terms of the cost of repairs and the cost associated with the lost water. However, water leaks resulting from the City's piping infrastructure will not be the responsibility of the property owner.
3. APPEALS. Utility customers may appeal staff decisions regarding their utility account. Customers will be required to submit the basis of their appeal in writing. The City Manager (or his designee) after duly reviewing the available information, shall have the authority to make adjustments to customer accounts based upon, but not limited to, questionable water leaks, technical difficulties, customer history, etc.

VI. EXPENDITURE CONTROL

A. APPROPRIATIONS. The level of budgetary control is at the fund level.

1. BUDGET ADJUSTMENTS. Budget adjustments are transfers of approved funds from one line-item within a department or from one department to another within a fund. Budget transfers never increase the total appropriation of a given fund. Budget adjustments within the same department under \$10,000 may be approved by the Department Director and Director of Financial Services with notification to the City Manager. Budget adjustments

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

exceeding \$10,000 or between departments within the same fund shall be made at the discretion and approval of the City Manager.

2. BUDGET AMENDMENTS. Budget amendments increase or decrease the total appropriation of a given fund. The City Council shall approve all budget amendments at a regularly scheduled City Council meeting.
- B. PURCHASING. All purchases should be in accordance with the City's purchasing policies as defined in the Purchasing Manual and Chapters 252 and 271 of the Texas Local Government Code as amended. Purchases under \$50,000 but exceeding \$15,000 require the approval of the City Manager in addition to the Department Director.

The purchase of goods or services at a total cost of \$3,000 or more shall be made through purchase orders. Written purchase orders shall also be used for vendors requiring formal City authorization regardless of the dollar amount.

Any payment for the purchase of goods or services by the City at a total cost of less than \$3,000 may be made via a procurement card or a field purchase order (FPO).

All documentation for the disbursement of funds by the Finance Department exceeding \$50,000 shall require the signature of the City Manager and the Director of Financial Services or designee in addition to the respective Department Director or designee prior to processing.

C. CONTRACT MODIFICATIONS.

1. Once a contract is approved by the City Council, minor modifications (Administrative Modifications) that change the scope of work and increases the original contract amount by less than \$25,000 may be approved by the City Manager with written notification to the City Council listing the purpose and cause of such change order and certifying the availability of funds.
2. Major modifications (Change Orders) that change the scope of work and increases the original contract amount by more than \$25,000 must be approved by the City Council.
3. Pursuant to Texas Local Government Code, Article 252.048, contract modifications over 25% of the original amount awarded will be re-advertised for bids.

- E. PROMPT PAYMENT. All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within thirty (30) calendar days

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

of receipt in accordance with the provisions of Article 601f, Section 2 of the State of Texas Civil Statutes.

The Director of Financial Services shall establish and maintain proper procedures which will enable the City to take advantage of all purchase discounts, when possible, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

- F. **RISK MANAGEMENT.** The City will aggressively pursue every opportunity to provide for the public's and city employees' safety and to manage its risks. The goal shall be to minimize the risk of loss of resources through liability claims with an emphasis on safety programs. All reasonable options will be investigated to minimize risks. Such options may include risk transfer, insurance, and risk retention. Where risk is retained, reserves will be established based upon actuarial determinations and will not be used for purposes other than for financing losses.

VII. ASSET MANAGEMENT

- A. **INVESTMENTS.** The City's designated Investment Officer(s) shall promptly invest all City funds with the Bank Depository in accordance with the provisions of the current Bank Depository Agreement or in any negotiable instrument that the City Council has authorized under the provisions of the State of Texas Public Funds Investment Act, and in accordance with the City Council approved Investment Policies. The Investment Policies shall designate the City's Investment Officer(s).

As required by the Public Funds Investment Act (PFIA), a report on investment performance will be provided to the City Council. The Director of Financial Services shall prepare and provide a written quarterly report of the City's investment portfolio to the City Council, detailing each City investment instrument with its rate of return and maturity date.

- B. **CASH MANAGEMENT.** The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, including property tax payments, utility bills, building and related permits and licenses, and other collection offices as appropriate.

The Director of Financial Services or designee may transfer funds, via electronic transfer, through verbal or written instructions to the City's Depository only for payment of any obligation of the City. Payment authorization shall be in accordance with the pay authorization criteria as defined in the current Bank Depository Agreement, approved by City Council, stipulating the conditions and control procedures on such activity.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

C. **FIXED ASSETS AND INVENTORY.** A fixed asset of the City shall be defined as a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, addition to existing capital investments, land, buildings or accessioned Library materials. The cost or value of any such acquisition, other than accessioned Library materials, must be \$5,000 or more with an expected useful life greater than three years. Public Infrastructure, including but not limited to street and alley improvements, drainage improvements, etc., exceeding \$100,000 in value and with an expected useful life of greater than five years, will also be capitalized. Depreciation guidelines may be promulgated by the Director of Financial Services but should never exceed the expected useful life of the asset. Buildings and land, including right-of-way acquisition, shall be capitalized at any value.

The City's fixed assets shall be reasonably safeguarded and properly accounted for and sufficiently insured. Responsibility for the safeguarding of the City's fixed assets lies with the Department Director in whose department the fixed asset is assigned. The Finance Department shall supervise the marking of fixed assets with City numbered property tags or other identification process and shall maintain the permanent records of the City's fixed assets including description, cost, department of responsibility, date of acquisition, depreciation and expected useful life. The Finance Department shall also perform an annual inventory of assets using informal sampling at the department level. Such inventory shall be performed by the Director of Financial Services or designee in the presence of designated department personnel from the department of responsibility.

VIII. CAPITAL IMPROVEMENTS

A. **PREPARATION.** The City's capital budget will be called the Five Year Capital Improvements Plan (CIP), and include all capital projects funds and all capital resources. The budget will be prepared annually on a fiscal year basis. The capital budget will be prepared with the involvement of all applicable city departments.

B. **ADOPTION.** A copy of the Five Year Capital Improvements Plan shall be made available to each council member and to the public prior to City Council discussions concerning the proposed program. A public hearing shall be held each year to allow any citizen to be heard for or against any project or the amount of any project contained herein. The CIP budget shall be adopted annually by majority vote of City Council as part of the adoption of the Operating Budget.

C. **CONTROL.** All capital project expenditures must be appropriated in the capital budget. The Finance Department must certify the availability of appropriations prior to presenting a capital projects contract to the City Council for approval. Any remaining project funds not completed or started at the end of a fiscal year will be automatically carried over into the following fiscal year.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

- D. CONTINGENCIES. It is appropriate for certain types of capital projects to include a contingency to cover unforeseen costs and prevent undue delays. This amount can vary due to the type and complexity of the project. The City has an approved Capital Projects Policy identifying the appropriate level of contingencies by project type (see Appendix).
- E. REPORTING. Monthly reports, beginning with the first months' activity in fiscal year 2003-2004, should be prepared on the progress of each active project in the CIP. The reports should contain data on each project, identifying any changes in the financial status of the project and identifying the status of the project. Said reports will be prepared to enable Department Directors to manage their capital budgets and to enable the Finance Department to monitor and control the capital budget as authorized by the City Manager.
- F. PROGRAM PLANNING. The capital budget will include capital improvements planned for future years. The planning time frame should normally be at least five years. The replacement and maintenance for capital items should also be projected for the next five years. Future maintenance and operational costs will be considered, so that these costs can be included in the operating budget.
- G. FINANCING PROGRAMS. Where applicable, assessments, impact fees, pro-rata charges, or other fees should be used to fund capital projects that have a primary benefit to specific, identifiable property owners.

Recognizing that long-term debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

- H. INFRASTRUCTURE MAINTENANCE. The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of the City's operating budget will be set aside each year to maintain the quality of the City's infrastructure. The amount will be established annually, as part of the budget process, so that necessary repairs will be made.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

IX. FINANCIAL CONDITIONS, RESERVES, AND STABILITY RATIOS

A. OPERATING RESERVES/FUND BALANCES

1. Defined: Under generally accepted accounting principles (GAAP), governmental entities maintain several types of funds with different accounting basis. As a result, the methodology for determining the level of operating reserves is different. For funds falling under the modified accrual basis of accounting (generally governmental fund types such as the general fund and special revenue funds), the operating reserve will be defined as Fund Balance under GAAP. For funds falling under the full accrual basis of accounting (generally business-type activities such as the utility, drainage and refuse funds), the operating reserve will be defined as Unrestricted Net Assets under GAAP.
2. The General Fund operating reserve balance should be at least 13% of the Fund's annual expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
3. The Utility Fund operating reserve balance should be maintained at least 20% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
4. The Economic Development Fund operating reserve balance should be at least 10% of the Fund's annual expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
5. The Drainage Fund operating reserve balance should be maintained at least 10% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
6. The Refuse Fund operating reserve balance should be maintained at least 5% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
7. The Golf Fund operating reserve balance should be maintained at least 5% of total operating expenditures exclusive of transfers to other funds and any restricted reserves required to be set aside.
8. All other funds should maintain adequate operating reserves to accomplish their mission. The Director of Financial Services and the City Manager shall annually evaluate those needs and include such recommendations as part of the annual budget process.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

- B. LIABILITIES AND RECEIVABLES. Procedures will be taken so as to maximize any discounts offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Generally, the City will exhaust all normal collection efforts before taking extraordinary procedures, such as utilizing collection agencies or shutting off service. Generally, Accounts Receivables older than 90 days will be turned over to a collection agency or other appropriate medium to ensure collection. In addition, the City will take all reasonable and necessary steps to perfect such receivables. NSF checks shall be automatically processed a second time by the bank before being sent back to the City.

The City Manager is authorized to write-off uncollectible accounts that are delinquent for more than 365 days, if the proper delinquency procedures have been followed. Property and labor liens are exempt from the preceding write-off criteria.

C. CAPITAL AND DEBT SERVICE FUNDS.

1. Monies in the Capital Projects Funds should be used within 36 months of receipt. Balances will be used to generate interest income to offset construction costs.
2. Budgeted funds in the Capital Improvements Program for projects not started or completed will automatically carryover into the next fiscal year. Any capital improvement included in the capital improvements program that has not started nor any funds spent for three consecutive years after being duly appropriated will require action by the City Council to be reappropriated.
3. General Obligation Debt Service Funds will not have reserves or balances in excess of one month of principal and interest plus 15% of the principal outstanding for unrefunded debt issued prior to September 1, 1986. This maximum is dictated by Federal law and does not include the amounts accrued for the next debt service payment.

The policy above does not preclude the debt service reserves normally established to market revenue bonds. The City's policy and bond ordinance requirements are to maintain these debt service reserves at the level of the average annual debt service.

4. Revenue Obligations will maintain Debt Coverage Ratios as specified by the bond covenants. Net revenues must be at least equal to 1.25 times average annual debt service and 1.10 times maximum annual debt service of outstanding parity bonds.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

Both these tests must be met in order to issue additional bonds. In addition, the City must have net revenues (adjusted) that exceed current debt by 1.2 times, as a promise to the existing bondholders that rates will be maintained to pay all operating and financing costs.

D. COMPENSATED ABSENCES. The City will establish an additional reserve within its operating funds to pay for accrued reimbursable vacation and sick leave.

X. TREASURY AND DEBT MANAGEMENT

A. CASH MANAGEMENT. Periodic review of cash flow position will be performed to determine performance of cash management and investment policies. A detailed policy structure will be followed with respect to Cash/Treasury Management. The underlying theme will be that idle cash will be invested with the intent to, in this order, 1) safeguard assets, 2) maintain liquidity, and 3) maximize return. Where legally permitted, pooling of investments will be utilized.

The City will adhere to the investments authorized through the State of Texas Public Funds Investment Act, with amendments, and will additionally establish a comprehensive Investment Policies and Guidelines. Such policies will clarify acceptable investment securities, brokers, terms, and other pertinent investment information.

B. TYPES OF DEBT

1. Leases and Lease Purchase Agreements.
2. Long-term debt will not be used for operating purposes, and the life of a bond issue will not exceed the useful life of a project financed by that bond issue.
3. When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

C. ANALYSIS OF FINANCING ALTERNATIVES. The City will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves of current monies.

D. DISCLOSURE. Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, will aid in the production of Offering Statements, and will take responsibility for the accuracy of all financial information released.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

- E. **FEDERAL REQUIREMENTS.** The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.
- F. **DEBT STRUCTURING.** The City will issue bonds with an average life of 20 years or less, not to exceed the life of the asset acquired.

The structure should approximate level debt service unless operational matters dictate otherwise or if market conditions indicate a potential savings could result from modifying the level payment stream. Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth will be given during the structuring of long-term debt instruments.

G. **DEBT ISSUANCE.**

1. **Method of Sale.** The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why, and the City will participate with the financial advisor in the selection of the underwriter or direct purchaser.
2. **Bidding Parameters.** The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market conditions and other prevailing factors. Parameters to be examined include:
 - Limits between lowest and highest coupons
 - Coupon requirements relative to the yield curve
 - Method of underwriter compensation discount or premium coupons
 - Use of True Interest Cost vs. Net Interest Cost
 - Use of bond insurance
 - Deep discount bonds
 - Variable rate bonds
 - Call provisions
3. **Bond Issuance Costs.** The City will be involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City shall evaluate the merits of rotating professional advisors and consultants and the kinds of services and fee structures available from independent financial advisors, investment banking firms, and commercial banks. The City will carefully itemize and scrutinize all costs associated with the issuance of bonds.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

XI. INTERNAL CONTROLS

- A. WRITTEN PROCEDURES. Wherever possible, written procedures will be established and maintained by the Director of Financial Services for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

- B. DEPARTMENT DIRECTORS RESPONSIBLE. Each Department Director is responsible to ensure that good internal controls are followed throughout his or her Department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

**APPENDIX A
CAPITAL PROJECTS POLICY**

I. STATEMENT OF PURPOSE

These procedures are to be followed when deviation from the scope of a construction project results in a change in the total contract amount.

II. DEFINITIONS AS APPLIED TO THIS POLICY

- A. Total Contract Budget – The contract amount plus the approved contingency amount.
- B. Administrative Modification – An item of work that changes the scope of the work and/or the contract amount within the total contract budget and the total cost of such modification is less than \$25,000.
- C. Major Modification – An item of work that changes the scope of the work and/or the contract amount by more than the total contract budget or an item of work that is a change in the scope of the project where the price of such work exceeds \$25,000.
- D. Contingency amount – A fixed sum of money added to the contract amount and approved by the City Council. The contingency amount is intended to cover any additional costs associated with the project when the actual work performed by the contractor exceeds the estimated unit quantities listed in the contract. The contingency is also intended to cover any modifications to the contract that are necessary to complete the project. The amount of contingency depends upon the total contract amount and complexity of the project. A schedule is attached. The schedule may be modified if an unusually complex project is considered.

Contingency Amount Schedule

| Project Type | Contract Amount | Contingency Percentage |
|----------------------------|-----------------|------------------------|
| Water/Sanitary Sewer | \$1 - \$400,000 | 10% |
| Water/Sanitary Sewer | \$400,001 – up | 5% |
| Street construction, new | \$1 - \$250,000 | 10% |
| Street construction, new | \$250,001 – up | 5% |
| Street reconstruction | \$1 - \$500,000 | 15% |
| Street reconstruction | \$500,001 – up | 10% |
| Building construction, new | \$1 - \$100,000 | 10% |
| Building construction, new | \$100,001 – up | 5% |
| All other projects | All costs | 10% |

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

**APPENDIX A
CAPITAL PROJECTS POLICY (continued)**

III. Policy application:

- A. 'Administrative Modifications' for minor changes in the work not inconsistent with the overall intent of the Contract Documents and not involving an increase in the total contract budget may be approved by the following with the exceptions provided herein:
1. Public Works Director/City Engineer - Minor changes in the work not inconsistent with the overall intent of the Contract Documents where the cost of such modification does not exceed 25% of the contingency amount and the cost of such modification is under \$25,000. All modifications must be accompanied by a written cost quote approved by the City Engineer. Such modifications shall be in the form of a change order. The Public Works Director shall provide written notification to the City Manager listing the purpose and cause of such change order and certifying the availability of funds. Administrative modifications costing more than 25% of the contract contingency amount must be approved by the City Manager
 2. City Manager - Minor changes in the work not inconsistent with the overall intent of the Contract Documents where the cost of such modification exceeds 25% of the contingency amount and the cost of such modification is under \$25,000. Such modifications shall be in the form of a change order. All modifications must be accompanied by a written cost quote approved by the City Engineer. The City Manager shall provide written notification to the City Council listing the purpose and cause of such change order and certifying the availability of funds.
- B. 'Major Modifications' must be approved by City Council action if the amount of such modification is greater than \$25,000 or if the modification exceeds the total contract budget. Such modifications shall be in the form of a change order. All modifications must be accompanied by a written cost quote approved by the City Engineer.
- C. Pursuant to Texas Local Government Code, Article 252.048, contract modifications that increase the original amount awarded by 25% will be readvertised for bids. Contract modifications that decrease the original amount by 25% must have the contractor's consent.

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

**APPENDIX A
CAPITAL PROJECTS POLICY (continued)**

EXCERPTS FROM THE CITY'S STANDARD FORM OF AGREEMENT FOR CAPITAL
IMPROVEMENTS

7.02 ESTIMATED QUANTITIES.

(A) This agreement, including the specifications, plans, and estimate, is intended to show clearly all work to be done and material to be furnished hereunder. Where the estimated quantities are shown for the various classes of work to be done and material to be furnished under this contract, they are approximate and are to be used only as a basis for estimating the probable cost of the work and for comparing the proposals offered for the work. It is understood and agreed that the actual amount of work to be done and material to be furnished under this contract may differ somewhat from these estimates, and that where the basis for payment under this contract is the unit price method, payment shall be for the actual amount of such work done and the material furnished.

(B) Where payment is based on the net price method, the CONTRACTOR agrees that he will make no claim for damages, anticipated profits or otherwise on account of any differences which may be found between the quantities of work actually done, the material actually furnished under this contract and the estimated quantities contemplated and contained in the proposal; provided, however, that in case the actual quantity of any major item should become as much as twenty percent (20%) more than, or twenty percent (20%) less than the estimated or contemplated quantity for such items, then either party to this Agreement, upon demand, shall be entitled to a revised consideration upon the portion of the work above or below twenty percent (20%) of the estimated quantity.

(C) A "Major Item" shall be construed to be any individual bid item incurred in the proposal that has a total cost equal to or greater than five (5) per cent of the total contract cost, computed on the basis of the proposal quantities and the contract unit prices.

8.01 CHANGE ORDERS.

(A) Without invalidating this Agreement, the CITY may, at any time or from time to time order additions, deletions or revisions to the work; such changes will be authorized by a written Change Order to be prepared by the PROJECT MANAGER for execution by the CITY and the CONTRACTOR. The Change Order shall set forth the basis for any change in contract price, as hereinafter set forth for Extra Work, and any change in contract time which may result from the change.

(B) In the event the CONTRACTOR shall refuse to execute a Change Order which has been prepared by the PROJECT MANAGER and executed by the CITY, the PROJECT

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

MANAGER may in writing instruct the CONTRACTOR to proceed with the work as set forth in the Change Order and the CONTRACTOR may make claim against the CITY for Extra work involved therein, as hereinafter provided.

8.02 MINOR CHANGES.

(A) The PROJECT MANAGER may authorize, in writing, minor changes in the work not inconsistent with the overall intent of the Contract Documents and not involving an increase in Contract Price. If the CONTRACTOR believes that any minor change or alteration authorized by the PROJECT MANAGER involves Extra Work and entitles him to an increase in the Contract Price, the CONTRACTOR shall make written request to the PROJECT MANAGER for a written Field Order.

(B) In any case, the CONTRACTOR by copy of his communication to the PROJECT MANAGER or otherwise in writing shall advise the CITY of his request to the PROJECT MANAGER for a written Field Order and that the work involved may result in an increase in the Contract Price.

(C) Any request by the CONTRACTOR for a change in Contract Price shall be made prior to beginning the work covered by the proposed change.

8.03 EXTRA WORK. It is agreed that the basis of compensation to the CONTRACTOR for work either added or deleted by a Change Order or for which a claim for Extra Work is made shall be determined by one or more of the following methods:

Method (A) -- By agreed unit prices; or

Method (B) -- By agreed lump sum; or

Method (C) -- If neither Method (A) nor Method (B) be agreed upon before the Extra Work is commenced, then the CONTRACTOR shall be paid the "actual field cost" of the work, plus fifteen (15%) percent.

In the event said Extra Work be performed and paid for under Method (C), then the provisions of this paragraph shall apply and the "actual field cost" is hereby defined to include the cost to the CONTRACTOR of all workmen, such as foremen, timekeepers, mechanics and laborers, and materials, supplies, teams, trucks, rentals on machinery and equipment, for the time actually employed or used on such Extra Work, plus actual transportation charges necessarily incurred, together with all power, fuel, lubricants, water and similar operating expenses, also all necessary incidental expenses incurred directly on account of such Extra Work, including Social Security, pension and disability benefits and other payroll taxes, and, a ratable proportion of premiums on Performance and Payment Bonds and Maintenance Bonds, Public Liability and Property Damage and Worker's Compensation and all other insurance as

**CITY OF ROWLETT
FY 2012 - 2013
FINANCIAL AND FISCAL POLICIES**

may be required by any law or ordinance, or directed by the CITY, or by them agreed to. The PROJECT MANAGER may direct the form in which accounts of the "actual field cost" shall be kept and the records of these accounts shall be made available to the PROJECT MANAGER. The PROJECT MANAGER or CITY may also specify in writing, before the work commences, the method of doing the work and type and kind of machinery and equipment to be used; otherwise these matters shall be determined by the CONTRACTOR. Unless otherwise agreed upon, the prices of the use of machinery and equipment shall be determined by using one hundred percent (100%) unless otherwise specified, of the latest schedule of Equipment Ownership Expense adopted by the Associated General Contractors of America. Where practicable the terms and prices for the use of machinery and equipment shall be incorporated in the Written Extra Work Order. The fifteen percent (15%) of the "actual field cost" to be paid the CONTRACTOR shall cover and compensate him for his profit, overhead, general superintendence and field office expense, and all other elements of cost and expense not embraced within the "actual field cost" as herein defined, save that where the CONTRACTOR'S Camp or Field Office must be maintained primarily on account of such Extra Work; then the cost to maintain and operate the same shall be included in the "actual field cost".

No claim for Extra Work of any kind will be allowed unless ordered in writing by the PROJECT MANAGER. In case any orders or instructions, either oral or written, appear to the CONTRACTOR to involve Extra Work for which he should receive compensation or an adjustment in the construction timer, he shall make written request to the PROJECT MANAGER for written order authorizing such Extra Work. Should a difference of opinion arise as to what does or does not constitute Extra Work, or as to the payment therefore, and the PROJECT MANAGER insists upon its performance, the CONTRACTOR shall proceed with the work after making written request for written order and shall keep an accurate account of the "actual field cost" thereof, as provided under method (C).

10.15 WORK ORDER CHANGES. It is further agreed that the quantities of work to be done at unit prices and materials to be furnished may be increased or diminished as may be considered necessary, in the opinion of the PROJECT MANAGER, to complete the work fully as planned and that all quantities or work, whether increased or decreased, are to be performed at the unit prices set forth except as provided for in the specifications. The CITY reserves the right to increase or decrease the amount of work to be done by any amount not to be exceeded by twenty-five percent (25%) of the original contract amount. In the event the increase pertains to items not originally bid, the Contractor shall submit a bid in writing to the PROJECT MANAGER for approval. It is further agreed that lump sum prices may be increased to cover additional work ordered by the PROJECT MANAGER but not shown on the plans or required by the specifications, in accordance with the provision of the general conditions; similarly, they may be decreased to cover deletion or work so ordered.



STATISTICAL SECTION

CITY OF ROWLETT
FY 2012 - 13
HISTORY OF ROWLETT

Daniel Rowlett led a small immigrant company of several families from Kentucky to Texas in 1835. They settled in the Tulip Bend area of the Red River near present day Bonham. For military service performed during the Texas revolution he earned a land grant located in Collin County, near present day Allen. A large creek ran through the land and came to be known as Rowlett's Creek. Daniel Rowlett became a leading citizen of Fannin County and never lived near the creek that bore his name. Rowlett is buried in the "Old English Cemetery" in Bonham.

The area now known as Rowlett was divided between two immigration companies: the W.S. Peters Colony and the Charles Mercer Colony. The Peters land was west of Rowlett Road. The Mercer Colony, while generally south of Peters, held a strip of eastern Dallas County east of Rowlett Road. American settlers began moving into this area in the 1840's. Dallas County was organized in 1846. French and German speaking settlers began arriving in Texas as early as 1844. They started colonies in central Texas before moving to the north in the 1850's.

The first post office was opened on April 5, 1880 and was named Morris for Postmaster Austin Morris. The name was later changed to Rowlett, recognizing Rowlett Creek, a major tributary of the east fork of the Trinity River. Railroads began to spread westward after the Civil War bringing new waves of settlers. The roots of many Texas towns were a railroad and a cotton gin. The Greenville & Dallas Railroad reached Rowlett in 1889. By the turn of the century, Rowlett was a thriving farm community, with many stores and services along with its own school and churches.

In 1921 the Bankhead Highway, the second transcontinental paved highway in America, reached Rowlett. It ran from Washington D.C. to San Diego. The city of Rowlett was incorporated in 1952 by a vote of 84 citizens. The main industry in Rowlett was cotton. Today, two cotton gins still stand and serve other uses.

In the 1960's Interstate Highway 30 was built providing a more direct route to Dallas, bypassing Rowlett. The Lake Ray Hubbard Reservoir, which offers Rowlett more than 30 miles of shoreline now, was completed in 1971 making Rowlett a lakefront community. This lake is owned by the City of Dallas and serves as one of their sources of drinking water. Recreational activities are popular on the lake. With the interstate nearby and the lake, growth became inevitable. Rowlett went from a population of 5,100 in 1978, to approximately 56,000 today.

The City has doubled in population over the past ten years. The North Central Texas Council of Governments provided a 2012 estimated population of 56,310. The City is primarily residential but has seen growth in its commercial development over the past few years. The City is actively pursuing all alternatives to realize a continued growth of its commercial tax base.

Operating under a Council-City Manager form of government, the City provides a full range of services. These services include police and fire protection; the construction and maintenance of roadways and infrastructure; recreational services; and general administrative services. In addition to general governmental activities, the City provides water and sewer, drainage and sanitation services. Sewage treatment is provided by the City of Garland, and Waste Management provides sanitation collection. The North Texas Municipal Water District provides water for the City.

**CITY OF ROWLETT
FY 2012 - 13
HISTORY OF ROWLETT**

Rowlett is undergoing major change with the completion of the President George Bush Turnpike (PGBT) Eastern Extension and the construction of DART Blue Line Light Rail extension from Garland. DART (Dallas Area Rapid Transit) will extend its light rail system into downtown Rowlett around the end of 2012. The downtown revitalization underway now is designed to complement the rail station with retail uses, restaurants, and urban residential development.

Whether you are a visitor, a newcomer or a long-time resident or business person, there is much to discover in this fast-growing city. While Metroplex amenities are easily reached, Rowlett residents have plenty of reasons to stay close to home. The sparkling Lake Ray Hubbard offers boating, fishing, waterskiing, windsurfing or simply a beautiful area for a family outing. Another cool water spot is The Wet Zone, Rowlett's Family Water Park. Owned and operated by the City, the popular water park draws people each summer with its dynamic water rides, kiddie play areas, a lazy river, a beach entry pool, a lap pool, private party pavilions, swimming lessons and water aerobics.

Rowlett offers sports enthusiasts of all ages first-class ballparks, walking and jogging trails and tennis, while golfers throughout the Metroplex praise the Waterview Golf Club. Throughout the year, Rowlett hosts exciting events such as Easter Egg Hunt in April and the Fireworks on Main in July. Other citywide events include the Downtown Holiday Tree Lighting and Holiday Parade.

Welcome to Rowlett!

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

MISCELLANEOUS DATA

| | |
|-------------------------------------|-------------------|
| Date of Incorporation | September 4, 1952 |
| Date of City Charter Adoption | December 6, 1979 |
| Form of Government | Council-manager |
| Population (2012 Estimate) | 56,310 |
| Area - square miles | 20.4 |
| Building Permits: | |
| Permits issued (fiscal year) | 87 |
| Value (fiscal year) | \$27,800,000 |
| City Employees (In FTEs): | |
| Full-time | 332.00 |
| Part-time | 12.00 |
| Temporary / Seasonal | 27.75 |
| Fire Protection: | |
| Number of stations | 4 |
| Number of employees | 77.0 |
| Police Protection: | |
| Number of stations | 1 |
| Number of employees | 110.0 |
| Recreation: | |
| Parks - number of acres: | |
| Developed | 606.9 |
| Undeveloped | 376.5 |
| Library: | |
| Volumes | 93,972 |
| Municipal Water System: | |
| Number of customers | 19,383 |
| Average daily consumption (gallons) | 6,544,054 |
| Miles of water mains | 255 |
| Municipal Sewer System: | |
| Number of customers | 18,383 |
| Miles of sewer mains | 236 |

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

DEMOGRAPHIC STATISTICS

| Fiscal Year | Population ⁽¹⁾ | Personal Income ⁽²⁾ | Per Capita Personal Income ⁽²⁾ | School Enrollment ⁽³⁾ | Unemployment Rate ⁽⁴⁾ | |
|--------------------|----------------------------------|---------------------------------------|--|---|---|----------------|
| | | | | | Dallas County | Rowlett |
| 2003 | 49,423 | \$ 1,844,713,475 | \$ 37,325 | 11,186 | 7.7% | n/a |
| 2004 | 50,800 | \$ 2,016,861,600 | \$ 39,702 | 11,371 | 6.9% | n/a |
| 2005 | 52,300 | \$ 2,189,748,700 | \$ 41,869 | 10,914 | 5.9% | 5.0% |
| 2006 | 53,100 | \$ 2,364,489,900 | \$ 44,529 | 10,716 | 5.6% | 4.6% |
| 2007 | 53,750 | \$ 2,491,151,250 | \$ 46,347 | 11,470 | 4.6% | 3.9% |
| 2008 | 54,150 | \$ 2,569,200,900 | \$ 47,446 | 11,500 | 4.8% | 4.2% |
| 2009 | 54,250 | \$ 2,283,274,000 | \$ 42,088 | 11,499 | 7.4% | 7.0% |
| 2010 | 54,500 | \$ 2,353,201,000 | \$ 43,178 | 11,555 | 8.7% | 8.0% |
| 2011 | 56,230 | \$ 2,491,045,230 | \$ 44,301 | 11,382 | 8.8% | 7.9% |
| 2012 | 56,310 | \$ 2,559,402,120 | \$ 45,452 | 11,264 | 7.6% | 7.2% |

⁽¹⁾ North Central Texas Council of Governments.

⁽²⁾ U.S. Department of Commerce: Bureau of Economic Analysis. Per Capita Personal Income represents the

⁽³⁾ Texas Education Agency Standard Reports - Enrollment. Totals include only students attending schools within City of Rowlett boundaries.

⁽⁴⁾ Texas Workforce Commission (Rowlett specific data is unavailable for years prior to 2005).

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

PRINCIPAL EMPLOYERS

| <u>Employer</u> | <u>Employees</u> | <u>Rank</u> | <u>Percentage of Total City Employment</u> |
|---------------------------------|---------------------|-------------|--|
| Garland ISD (City schools only) | 1,092 | 1 | 3.60% |
| Lake Pointe Medical Center | 686 | 2 | 2.26% |
| City of Rowlett | 371 | 3 | 1.22% |
| Target Corporation | 275 | 4 | 0.91% |
| Wal-mart Supercenter | 250 | 5 | 0.82% |
| Senior Care at Lake Pointe | 190 | 6 | 0.63% |
| Albertson's, Inc. | 120 | 7 | 0.40% |
| Rowlett Nursing Home | 119 | 8 | 0.39% |
| H & S Manufacturing | 82 | 9 | 0.27% |
| Store Décor | <u>73</u> | 10 | <u>0.24%</u> |
| | <u><u>3,258</u></u> | | <u><u>10.73%</u></u> |

Source: City of Rowlett - Economic Development Department

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

PRINCIPAL PROPERTY TAXPAYERS

| <u>Taxpayer</u> | <u>Taxable Assessed Value</u> | <u>Rank</u> | <u>Percentage of Total Taxable Assessed Value</u> |
|----------------------------------|---------------------------------------|-------------|---|
| Lake Pointe Medical Center | \$ 41,322,840 | 1 | 1.32% |
| Oncor Electric / Texas Utilities | 25,206,320 | 2 | 0.81% |
| Wal Mart | 20,267,610 | 3 | 0.65% |
| Target Corporation | 16,806,880 | 4 | 0.54% |
| Verizon | 12,816,740 | 5 | 0.41% |
| NSHE TX Bay City LLC | 12,000,000 | 6 | 0.38% |
| Arc LCROWTX001 LLC | 9,792,140 | 7 | 0.31% |
| Gemni Rowlett Crossing LP | 9,316,310 | 8 | 0.30% |
| Lakeview Parkview | 6,900,000 | 9 | 0.22% |
| Safeway, Inc | 6,788,860 | 10 | 0.22% |
| | \$ <u>161,217,700</u> | | <u>5.16%</u> |

Source: Dallas County Tax Office

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

GENERAL GOVERNMENTAL TAX REVENUE BY SOURCE

| Fiscal Year | Property Tax | Sales Tax | Other | Total |
|------------------------|-------------------------|----------------------|--------------|---------------|
| 2003 | \$ 16,303,292 | \$ 2,767,989 | \$ 77,481 | \$ 19,148,762 |
| 2004 | \$ 17,436,453 | \$ 3,097,455 | \$ 87,162 | \$ 20,621,070 |
| 2005 | \$ 19,679,705 | \$ 3,760,344 | \$ 98,303 | \$ 23,538,352 |
| 2006 | \$ 22,385,053 | \$ 7,458,230 | \$ 111,619 | \$ 29,954,902 |
| 2007 | \$ 23,739,045 | \$ 6,230,025 | \$ 120,329 | \$ 30,089,399 |
| 2008 | \$ 25,062,391 | \$ 5,882,325 | \$ 121,243 | \$ 31,065,958 |
| 2009 | \$ 25,027,004 | \$ 5,666,751 | \$ 110,779 | \$ 30,804,534 |
| 2010 | \$ 24,639,903 | \$ 6,228,227 | \$ 98,052 | \$ 30,966,182 |
| 2011 | \$ 24,238,832 | \$ 5,767,527 | \$ 124,749 | \$ 30,131,108 |
| 2012 | \$ 23,799,712 | \$ 4,848,495 | \$ 48,186 | \$ 28,696,393 |

Source: City of Rowlett - Finance Department

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

CONSTRUCTION ACTIVITY AND PROPERTY VALUES

| FISCAL YEAR | COMMERCIAL CONSTRUCTION | | RESIDENTIAL CONSTRUCTION | |
|------------------------|--------------------------------|--------------|---------------------------------|--------------|
| | PERMITS | VALUE | PERMITS | VALUE |
| 2003 | 8 | 7,745,000 | 648 | 117,372,047 |
| 2004 | 9 | 7,977,547 | 464 | 91,376,561 |
| 2005 | 13 | 12,841,999 | 316 | 63,731,052 |
| 2006 | 22 | 24,004,450 | 304 | 60,283,655 |
| 2007 | 14 | 10,769,625 | 111 | 25,205,096 |
| 2008 | 13 | 12,530,540 | 84 | 15,158,440 |
| 2009 | 8 | 10,703,000 | 44 | 7,697,048 |
| 2010 | 2 | 450,000 | 26 | 3,691,677 |
| 2011 | 3 | 9,944,350 | 24 | 5,719,425 |
| 2012 | 7 | 7,300,000 | 80 | 20,500,000 |

City of Rowlett - Building Inspection Department

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

ASSESSED VALUE

| Fiscal Year | Real Property | | Personal Property |
|------------------------|---------------------------------|--------------------------------|--------------------------|
| | Residential Property | Commercial Property | Commercial |
| 2003 | \$ 2,131,093,820 | \$ 243,363,884 | \$ 147,094,667 |
| 2004 | \$ 2,288,830,196 | \$ 262,650,254 | \$ 134,743,342 |
| 2005 | \$ 2,442,868,291 | \$ 290,096,791 | \$ 136,489,993 |
| 2006 | \$ 2,524,253,455 | \$ 312,762,573 | \$ 141,263,626 |
| 2007 | \$ 2,644,059,239 | \$ 344,222,532 | \$ 153,116,905 |
| 2008 | \$ 2,746,432,445 | \$ 398,474,199 | \$ 163,492,973 |
| 2009 | \$ 2,768,828,188 | \$ 423,841,859 | \$ 175,708,877 |
| 2010 | \$ 2,669,370,503 | \$ 440,728,069 | \$ 175,614,639 |
| 2011 | \$ 2,617,685,294 | \$ 430,067,954 | \$ 172,511,943 |
| 2012 | \$ 2,579,833,775 | \$ 422,208,376 | \$ 169,857,465 |
| 2013 | \$ 2,526,652,173 | \$ 423,352,970 | \$ 174,836,807 |

Source: Dallas Central Appraisal District and Rockwall Central Appraisal District

**CITY OF ROWLETT
FY 2012 - 13
STATISTICAL DATA**

ASSESSED VALUE

| Total Taxable Assessed Value | Total Direct Tax Rate | Average Home Market Value | Average Home Taxable Value |
|---|--|--|---|
| \$ 2,521,552,371 | \$ 0.64000 | \$ 139,938 | \$ 129,287 |
| \$ 2,686,223,792 | \$ 0.64000 | \$ 145,015 | \$ 134,472 |
| \$ 2,869,455,075 | \$ 0.64000 | \$ 149,875 | \$ 139,057 |
| \$ 2,978,279,654 | \$ 0.67695 | \$ 152,223 | \$ 140,688 |
| \$ 3,141,398,676 | \$ 0.74717 | \$ 156,775 | \$ 144,754 |
| \$ 3,308,399,617 | \$ 0.74717 | \$ 160,852 | \$ 148,546 |
| \$ 3,368,378,924 | \$ 0.74717 | \$ 160,651 | \$ 148,079 |
| \$ 3,285,713,211 | \$ 0.74717 | \$ 156,041 | \$ 142,736 |
| \$ 3,220,265,191 | \$ 0.74717 | \$ 153,715 | \$ 140,048 |
| \$ 3,171,899,616 | \$ 0.74717 | \$ 152,175 | \$ 138,440 |
| \$ 3,124,841,950 | \$ 0.74717 | \$ 149,776 | \$ 135,085 |



GLOSSARY

**CITY OF ROWLETT
FY 2012 - 13
GLOSSARY OF BUDGET TERMS**

Accrual Accounting – The basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is received or spent.

ADA – Americans with Disabilities Act.

Ad Valorem Tax – A tax computed from the assessed valuation of land and improvements (See Property Tax).

Appropriation – A legal authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Appropriation Ordinance – An ordinance which gives appropriations legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the City Council.

Assessed Valuation – Valuation set upon real estate or other property by a government as a basis for levying taxes (Note: Property values in Rowlett are established by the Dallas County Appraisal District and the Rockwall County Appraisal District).

Assets – Resources owned or held by the City which have monetary value.

Audit – An examination of organization financial statements and the utilization of resources.

Balance Sheet – A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

Balanced Budget – A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Bond – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue. Bonds are most frequently used to finance the construction of large capital projects.

Budget – A plan of financial operation that links all planned revenues and expenditures with various municipal services. The term "budget" usually indicates a financial plan for a single fiscal year.

Budget Document – The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

Budgetary Control – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

**CITY OF ROWLETT
FY 2012 - 13
GLOSSARY OF BUDGET TERMS**

Capital Improvement Program Budget – A Capital Improvement Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City's assets.

Capital Outlay – Expenditures that result in the acquisition of or addition to fixed assets. Fixed assets are defined as a piece of equipment, vehicle, furniture or fixture that cost at least \$5,000 and has a useful life of greater than 3 years.

Cash Management – The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CIP – Capital Improvement Program.

Contingency Fund – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Current Taxes – Taxes that are levied and due within one year.

DART – Dallas Area Rapid Transit.

Debt Service – The City's obligation to pay the principal and interest of all bonds or other debt instruments according to a pre-determined payment schedule.

Debt Service Fund – A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. May also be called a sinking fund.

Delinquent Taxes – Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

Depreciation – (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

Disbursement – Payment for goods and services in cash or by check.

EMS – Emergency Medical Service.

Encumbrances – The pledge to expend appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.

**CITY OF ROWLETT
FY 2012 - 13
GLOSSARY OF BUDGET TERMS**

Enterprise Fund – A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to insure that revenues are adequate to meet all necessary expenditures.

Expenditure – The actual outflow of funds paid for an asset obtained or goods and services obtained.

Fiscal Year – A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operations. The Fiscal Year for Rowlett begins October 1 and ends September 30.

FLSA – Fair Labor Standards Act

Fixed Assets – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

Full Faith and Credit – A pledge of the general taxing power of a government to repay debt obligations. This term is typically used in reference to general obligation bonds.

Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions.

Fund Balance – The excess in a fund of current assets over current liabilities; sometimes called working capital in enterprise funds. A negative fund balance is often referred to as a deficit.

GAAP – Generally Accepted Accounting Principles.

GASB – Government Accounting Standards Board.

General Fund – The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as fire and police protection, health services, parks and recreation, libraries, street maintenance, and general administration.

General Ledger – A file that contains the accounts needed to reflect the financial positions and the results of operations of the City.

General Obligation Debt – Monies owed on interest and principal to holders of the City's general obligation bonds. The debt is supported by revenue provided from real property which is assessed through the taxation power of the local government unit.

Generally Accepted Accounting Principals – Detailed accounting standards and practices for state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

GIS – Geographic Information System.

**CITY OF ROWLETT
FY 2012 - 13
GLOSSARY OF BUDGET TERMS**

GISD– Garland Independent School District.

GFOA – Government Finance Officers Association.

Goals – Targets or plans that are reflective of major departmental activities.

Governmental Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Governmental Funds include the General Fund, Special Revenue funds, Debt Service funds, and Capital Projects funds.

Grants – Contributions of assets from another government to be used or expended for a specified purpose, activity, or facility.

Interfund Transfers – Amounts transferred from one fund to another.

Internal Service Fund – A fund used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis.

Levy – To impose taxes, special assessments, or service charges for the support of City services.

Liabilities – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line-Item Budget – A budget that lists each expenditure category (personnel, supplies, services, etc.) separately, along with the dollar amount budgeted for each specified category.

Modified Accrual Accounting – A basis of accounting in which expenditures are accrued but revenues are accounted when they are measurable and available to pay current liabilities. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are measurable and available to pay current liabilities. This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

NCTCOG – North Central Texas Council of Governments.

NTMWD – North Texas Municipal Water District.

NTTA – North Texas Tollway Authority.

Operating Budget – The plan for current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

CITY OF ROWLETT
FY 2012 - 13
GLOSSARY OF BUDGET TERMS

Ordinance – A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Performance Measure – Measurements that reflect the service that is being provided and permit objective evaluation of the service program.

PGBT – President George Bush Tollway.

Property Tax – Taxes are levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Proprietary Funds include Enterprise funds and Internal Service funds.

Reserve – An account used to earmark a portion of fund balance to indicate that it is not appropriated for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

Revenue – Funds that the City receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds – Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

ROW – Right-of-Way.

Sinking Fund – See Debt Service Fund.

Tax Rate – A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sanitation service charges.

Tax Increment Finance District (TIF) – A geographical area or district created under Texas law to encourage development of the area within its boundaries by the reinvestment of the incremental tax growth generated by property value increases and new development within the district.

TMRS – Texas Municipal Retirement System.

**CITY OF ROWLETT
FY 2012 - 13
GLOSSARY OF BUDGET TERMS**

TNRCC – Texas Natural Resources Conservation Commission.

TXDOT – Texas Department of Transportation.



LEGAL SECTION

**CITY OF ROWLETT
FY 2012 - 13
LEGAL REQUIREMENTS**

The legal requirements of the budget are governed by the Section 6.02 of the City of Rowlett Home Rule Charter and Chapter 102 of the Texas Local Government Code.

CITY OF ROWLETT HOME RULE CHARTER, ARTICLE VI, SECTION 6.02 – BUDGET

The Fiscal year of the City shall begin on the first day of October and end on the last day of September of each calendar year. Each year and in sufficient time to provide for all necessary hearing, the City Manager shall prepare and submit to the City Council a budget to cover all proposed expenditures of the City for the succeeding fiscal year. Such budgets shall be prepared and administered pursuant to the applicable general laws of this state. In the event that the budget is not enacted prior to October 1st, the preceding fiscal year budget shall be deemed adopted, which may be amended or supplemented, as the City Council deems appropriate.

TEXAS LOCAL GOVERNMENT CODE, CHAPTER 102 – MUNICIPAL BUDGET

§ 102.002 Budget Officer

The mayor of a municipality serves as the budget officer for the governing body of the municipality except as provided by Subsection (b).

(b) If the municipality has the city manager form of government, the city manager serves as the budget officer.

§ 102.002. Annual Budget Required

The budget officer shall prepare each year a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year.

§ 102.003. Itemized Budget; Contents

(a) The budget officer shall itemize the budget to allow as clear a comparison as practicable between expenditures included in the proposed budget and actual expenditures for the same or similar purposes made for the preceding year. The budget must show as definitely as possible each of the projects for which expenditures are set up in the budget and the estimated amount of money carried in the budget for each project.

(b) The budget must contain a complete financial statement of the municipality that shows:

- (1) the outstanding obligations of the municipality;
- (2) the cash on hand to the credit of each fund;
- (3) the funds received from all sources during the preceding year;
- (4) the funds available from all sources during the ensuing year;
- (5) the estimated revenue available to cover the proposed budget; and

**CITY OF ROWLETT
FY 2012 - 13
LEGAL REQUIREMENTS**

(6) the estimated tax rate required to cover the proposed budget.

§ 102.004. Information Furnished by Municipal Officers and Boards

In preparing the budget, the budget officer may require any municipal officer or board to furnish information necessary for the budget officer to properly prepare the budget.

§ 102.005. Proposed Budget Filed With Municipal Clerk; Public Inspection

(a) The budget officer shall file the proposed budget with the municipal clerk before the 30th day before the date the governing body of the municipality makes its tax levy for the fiscal year.

(c) The proposed budget shall be available for inspection by any person. If the municipality maintains an Internet website, the municipal clerk shall take action to ensure that the proposed budget is posted on the website.

§ 102.006. Public Hearing on Proposed Budget

(a) The governing body of a municipality shall hold a public hearing on the proposed budget. Any taxpayer of the municipality may attend and may participate in the hearing.

(b) The governing body shall set the hearing for a date occurring after the 15th day after the date the proposed budget is filed with the municipal clerk but before the date the governing body makes its tax levy.

(c) The governing body shall provide for public notice of the date, time, and location of the hearing.

§ 102.0065. Special Notice by Publication for Budget Hearing

(a) The governing body of a municipality shall publish notice before a public hearing relating to a budget in at least one newspaper of general circulation in the county in which the municipality is located.

(b) Notice published under this section is in addition to notice required by other law, except that if another law requires the governing body to give notice, by publication, of a hearing on a budget this section does not apply.

(c) Notice under this section shall be published not earlier than the 30th or later than the 10th day before the date of the hearing.

§ 102.007. Adoption of Budget

(a) At the conclusion of the public hearing, the governing body of the municipality shall take action on the proposed budget.

**CITY OF ROWLETT
FY 2012 - 13
LEGAL REQUIREMENTS**

(b) The governing body may make any changes in the budget that it considers warranted by the law or by the best interest of the municipal taxpayers.

§ 102.008. Approved Budget Filed With Municipal Clerk; Posting on Internet

On final approval of the budget by the governing body of the municipality, the governing body shall file the budget with the municipal clerk; and if the municipality maintains an Internet website, take action to ensure that a copy of the budget is posted on the website.

§ 102.009. Levy of Taxes and Expenditure of Funds Under Budget; Emergency Expenditure

(a) The governing body of the municipality may levy taxes only in accordance with the budget.

(b) After final approval of the budget, the governing body may spend municipal funds only in strict compliance with the budget, except in an emergency.

(c) The governing body may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If the governing body amends the original budget to meet an emergency, the governing body shall file a copy of its order or resolution amending the budget with the municipal clerk, and the clerk shall attach the copy to the original budget.

(d) After the adoption of the budget or a budget amendment, the budget officer shall provide for the filing of a true copy of the approved budget or amendment in the office of the county clerk of the county in which the municipality is located.

§ 102.010. Changes in Budget for Municipal Purposes

This chapter does not prevent the governing body of the municipality from making changes in the budget for municipal purposes.

§ 102.011. Circumstances Under Which Charter Provisions Control

If a municipality has already adopted charter provisions that require the preparation of an annual budget covering all municipal expenditures and if the municipality conducts a public hearing on the budget as provided by Section 102.006 and otherwise complies with the provisions of this chapter relating to property tax increases, the charter provisions control. After the budget has been finally prepared and approved, a copy of the budget and the amendment to the budget shall be filed with the county clerk, as required for other budgets under this chapter.



City of Rowlett

Official Copy

Ordinance: ORD-023-12

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012 THROUGH SEPTEMBER 30, 2013; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING A SEVERABILITY CLAUSE; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year beginning October 1, 2012 and ending September 30, 2013 has been duly created by the budget officer of the City of Rowlett, Texas in accordance with Chapter 102 of the Local Government Code; and

WHEREAS, the City Manager for the City of Rowlett filed the proposed budget in the office of the City Secretary on August 7, 2012 and the proposed budget was made available for public inspection in accordance with Chapter 102 of the Local Government Code; and

WHEREAS, one public hearing was held, in accordance with the applicable State Law, by the City of Rowlett on September 4, 2012, in accordance with Chapter 102 of the Local Government Code, following due publication of notice thereof, at which time all citizens and parties of interest were given the opportunity to be heard regarding the proposed 2012-2013 fiscal year budget; and

WHEREAS, after full and final consideration, it is the opinion of the City Council of the City of Rowlett that the 2012-2013 fiscal year budget of revenues and expenditures as hereinafter set forth should be adopted and approved.

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

Section 1: That the annual budget of revenues and expenditures necessary for conducting affairs of the City of Rowlett for the Fiscal Year 2012-2013 (attached hereto and incorporated herein as Exhibit A), providing for a financial plan for the ensuing fiscal year is hereby approved and adopted.

Section 2: That expenditures during the fiscal year shall be made in accordance with this budget, unless otherwise authorized by proper amendment; said budget document shall be on file for public inspection in the office of the City Secretary. Upon approval of the budget, the budget officer shall file a true copy thereof with the County Clerk.

Section 3: That unless modified otherwise by the City Council, the remaining budget for all capital improvements from fiscal year 2011-2012 (attached hereto and incorporated herein as Exhibit B) not completed or started as of September 30, 2012, will be automatically carried over into fiscal year 2012-2013. Furthermore, funds for the capital improvements listed for fiscal year 2012-2013 (attached hereto and incorporated herein as Exhibit B) are hereby appropriated and the entire Capital Improvements Program for fiscal years ending 2012-2013 is hereby adopted.

Section 4: That all budget amendments and transfers of appropriations budgeted from one account or activity to another for the prior fiscal year be and are hereby ratified, and the budget ordinances, heretofore enacted by the City Council, be and are hereby amended to the extent of such transfers and amendments, for all purposes.

Section 5: That any word, sentence, section, subsection, subdivision, paragraph, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part of the provision hereof, other than the part so decided to be invalid or unconstitutional.

Section 6: That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance be and the same are hereby repealed, and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

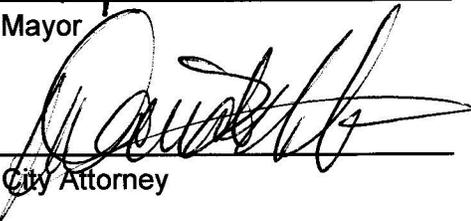
Section 7: This ordinance shall become effective immediately upon its passage.

At a meeting of the City Council on September 18, 2012 this Ordinance be adopted. The motion carried with the following vote:

Ayes: 7 Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Davis, Councilmember Pankratz, Councilmember Miller and Councilmember Kilgore

Approved by 
Mayor

Date September 18, 2012

Approved to form by 
City Attorney

Date September 18, 2012

Certified by *Sandy Chadwell*
Interim City Secretary

Date September 18, 2012





City of Rowlett

Official Copy

Ordinance: ORD-024-12

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE FISCAL YEAR 2012-2013 TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, following public notice duly posted and published in all things as required by law, public hearings were held by and before the City Council of the City of Rowlett, the subject of which was the proposed tax rate for the City of Rowlett for Fiscal Year 2012-2013; and

WHEREAS, the City Council, upon full consideration of the matter, is of the opinion that the tax rate hereinafter set forth is proper and should be approved and adopted.

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

Section 1: That there is hereby levied and shall be assessed for the tax year 2012 on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Rowlett, Texas, and not exempt by the Constitution of the State and valid State laws, a tax of \$0.747173 on each and every \$100 assessed valuation of taxable property apportioned and distributed as follows:

(a) \$0.492673 on each and every \$100 valuation of said property is hereby reviewed and assessed to provide revenue for maintenance and operations of the City government and current expenses thereof; and

(b) \$0.254500 on each and every \$100 valuation of said property is hereby reviewed and assessed for the purpose of creating a sinking fund to pay the interest principal on all outstanding bonds of the City, not otherwise provided for.

Section 2: That all ad valorem taxes shall become due and payable on October 1, 2012 and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2013.

Section 3: That a delinquent tax shall incur all penalty and interest authorized by law including a penalty of six percent (6%) on the amount of the tax for the first calendar month it is delinquent, plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. A tax delinquent on July 1, 2013 incurs a total penalty of

twelve percent (12%) of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1, 2013 incur an additional penalty of twenty percent (20%) of the amount of taxes, penalty and interest due; such additional penalty is to defray costs of collection due to a contract with the City's tax collection attorney pursuant to Section 33.07 of the Texas Property Tax Code, as amended.

Section 4: That the City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

Section 5: That the tax roll as presented to the City Council, together with any supplements hereto, be and the same are hereby approved.

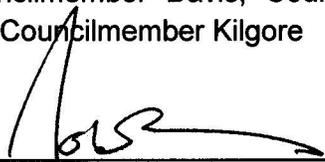
Section 6: That should any word, sentence, section, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance which shall remain in full force and effect.

Section 7: All ordinances of the City of Rowlett, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

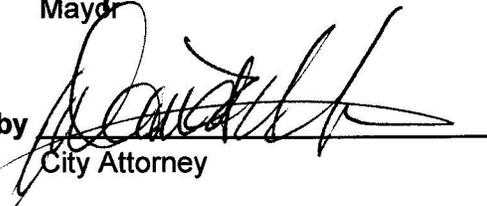
Section 8: This ordinance shall become effective immediately upon its passage.

At a meeting of the City Council on September 18, 2012 this Ordinance be adopted. The motion carried with the following vote:

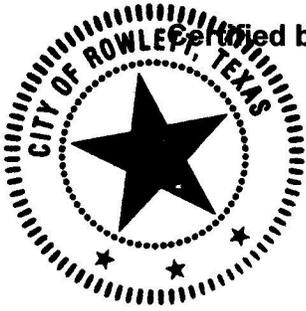
Ayes: 7 Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Davis, Councilmember Pankratz, Councilmember Miller and Councilmember Kilgore

Approved by 
Mayor

Date September 18, 2012

Approved to form by 
City Attorney

Date September 18, 2012



Certified by Sherry Chadwell
Interim City Secretary

Date September 18, 2012