

City of Terrell
Budget For
Fiscal Year
2010 – 2011



City of Terrell
Annual Budget
Fiscal Year 2010 – 2011

Hal Richards Mayor
Jack Jones Mayor Pro Tem
Ricky Jordan Deputy Mayor Pro Tem
Don Thurman Council Member
Sandra Wilson Council Member

Torry Edwards City Manager
Mike Sims Assistant City Manager



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**CITY OF TERRELL
FISCAL YEAR
2010 - 2011
ANNUAL BUDGET**

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BUDGET MESSAGE





Dear Mayor and City Council Members:

I submit to you this proposed balanced annual operating budget for the City of Terrell Fiscal Year 2010-2011. This budget has been prepared in accordance with City Charter and applicable Laws of the State of Texas.

Hal Richards
Mayor

Once again, entering into this budget preparation process, the predominant factor was the volatility in the economy. Last year as the economy began to slowly improve, our revenue projections were less than anticipated. During the year, we have been and will continue to carefully monitor these revenue projections closely.

Jack Jones
Mayor Pro tem

FISCAL CHALLENGES TO CLOSE FISCAL YEAR 2009-2010

Ricky Jordan
Deputy Mayor Pro tem

National economic pressures directly impact our local revenues. In order to fiscally respond to the economic pressure on the City budget, in the final quarter of 2009-2010, city management reduced expenditures in an effort to curb spending. For example, we stopped all travel, moved the recent improvements to the City Hall air conditioning system to the Certificates of Obligation 2008, required all departments to take one furlough day, reduced the Library Hours from 47 to 40 hours per week and continued the hiring freeze. With skilled management by our department heads, we believe we will be able to reduce expenditures with prudent fiscal management through each department's budget.

Don Thurman
Council Member

Sandra Wilson
Council Member

During the 2009 – 2010 fiscal period, city management proactively monitored the fiscal condition of the City organization with a cautious fiscal eye to prevent gaps between revenues and expenditures. As a result, I am certain we will end Fiscal Year 2009-2010 without a fiscal gap.

Torry L. Edwards
City Manager

Mike Sims
Assistant City Manager

Our first priority is to provide excellence in delivery of city services, despite the current financial challenges.

FISCAL YEAR 2010-2011 GENERAL FUND

Our revenue projections for Fiscal Year 2010-2011 are estimated to be down 10.36% or \$1,733,862. We have adjusted our expenditure expectations accordingly. All of the employees of the City recognize that the City of Terrell has to trim the budget and operate more efficiently just as all the families and other businesses in Terrell are doing. I think that the budget that is presented with this message represents an excellent effort on the part of city staff to be conscious of public dollars and continue to deliver quality services.

I have personally briefed all City employees of the fiscal challenge of moving forward in the 2010-2011 period. We all recognize the team effort to pull together and provide the highest quality services with less fiscal resources.

In the General Fund, we worked very hard to maintain our operating expenditures within our available revenues. There is no proposed funding of capital improvements in the General Fund.

The two largest sources of revenue in the General Fund are property taxes and sales tax. Property tax valuation declined from Fiscal Year 2009 – 2010 by 7.99% or \$74,396,961.

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

Remarkably, this is the 11th straight year the City has been able to meet its objectives with no property tax increase. The proposed breakdown this year is

\$0.4616 General Fund Maintenance and Operations.
\$0.1845 Debt Service, Interest and Sinking Fund.
\$0.6500 as proposed for Fiscal Year 2010 - 2011

Sales tax revenues are projected to be \$300,600 less in the upcoming year than they were in the past year. We continue to monitor this very closely as a leading indicator of the local economic recovery effort. Overall General Fund expenditures as compared to the current year's budget have been reduced by 9.14% or \$1,496,355.

In the General Fund, we worked very hard to keep our operating expenditures within our available revenues. There is no proposed funding of capital improvements in the General Fund.

Consistent with our commitment to hold the line on increases in cost of services. There are no proposed increases in the tax rate, fees or permits, fine amounts and the city trash service.

In the 2010 – 2011 budget, we reduced our spending to maintain fiscal integrity, maintain our bond rating and reserve debt capacity by:

1. Maintaining the hiring freeze for all departments except Public Safety.
2. Adding 12 furlough days for all civilian and fire personnel, 4 furlough days for the police department to reduce personnel cost.
3. Staff reduction of all part-time personnel.
4. Eliminating funding for Membership & Dues as well as Travel and Education.
5. No Street Maintenance funding.
6. Closing and eliminating funding for the retail recruitment office and staff.
7. No capital expenditures in the General Fund budget.
8. Asking all of our department managers to bring their requested budgets in at or below the current year's levels.

I am confident in the fiscal year 2010-2011 plan moving forward.

Some of the highlights of this proposed budget include funding for:

1. Terrell Citizens University Program to engage citizen participation in government.
2. Proactive Growth Management to improve future sales tax and ad valorem tax revenue potential and tax based growth.
3. City Pool to improve the quality of life for family summer events.
4. Continue to support the largest single rural Tax Increment Financing District in the State of Texas to incentivize commercial, retail and medical related development to expand the tax base along the Interstate 20- The Gateway to East Texas.

Council supports the establishment of Storm Water Management Program to fund ongoing capital improvements needed for drainage ways that support cleanliness and public health.

Interfund transfers will increase this year by 31.6% and reflect the increasing share of General Fund cost recovered from other funds for administrative and support services rendered by the General Fund on their behalf.

UTILITY FUND

No water rate increase is proposed for fiscal year 2010 – 2011. The current water rate structure model supports debt service adjustments from North Texas Municipal Water District. The proposed sewer rate increase of 2.5% allows the city to continue to meet not only its operating expenses for sewer utilities, but also provides funding for needed infrastructure capital expenditures.

AGING INFRASTRUCTURE

The City will continue capital improvements through the use of Texas Community Development Block Grants and Certificates of Obligation previously issued. Additionally, the existing water utility rate structure will also support debt service to fund a new elevated storage tank.

Through FY 2010-2011, to advance the Mayor and City Council’s priority to improve infrastructure, the utility fund budget will continue to address water pressure and water quality. Similar water improvement projects, currently under construction to be completed within the 2010-2011 period, received positive community support to continue similar types of projects to improve aging water and sewer lines.

CAPITAL IMPROVEMENTS

Safe Routes to School Program Estimated cost \$533,000, funded by State Grant

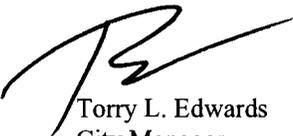
AIRPORT

Continuation of Airport Terminal Construction. Estimated to cost \$2,750,000. Funded by a Federal Aviation Administration Grant and the Terrell Economic Development Corporation.
Land Development Study and security and access improvements funded by Airport Fund.

In summary, this budget I believe, represents what our citizens would expect of City government in difficult times. I am proud of our department heads and supervisors who responded to my requests for budget cuts and did so in a responsible and professional manner. It is very difficult to operate an organization which responds to the demands expected of City government with approximately \$1,733,862.00 less in revenues next year combined with rising expenses that are beyond our control. The proposed budget comes as close to maintaining our services with lesser revenues as possible. There were some combining of programs and consolidating of jobs to gain greater efficiency, but the overall effect of that on the service delivery will be minimal.

Once again, I want to emphasize to you that the City of Terrell is in good financial condition overall. Our fund balance in the General Fund is minimal but sustainable. The public should recognize that tough decisions have been made to maintain a competitive financial position.

Sincerely,



Torry L. Edwards
City Manager

ORDINANCES



ORDINANCE NO. 2462

AN ORDINANCE OF THE CITY OF TERRELL, TEXAS APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2010, AND ENDING SEPTEMBER 30, 2011; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by Article V. of the City Charter, the City Manager has prepared and submitted to the City Council a proposed budget of revenues and expenditures for conducting the affairs of the City and providing a complete financial plan for the fiscal year beginning October 1, 2010 and ending September 30, 2011; and

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

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

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

SECTION 1. That the proposed budget of the revenue and expenditures necessary for conducting the affairs of the City of Terrell, Texas, is as follows:

	REVENUES	EXPENDITURES
General Fund	\$15,770,240	\$14,900,745
Utility Fund	\$12,250,193	\$10,423,351
Equipment Replacement Fund	\$ 896,906	\$ 780,444
Airport Fund	\$ 1,873,436	\$ 814,000
Tourism Fund	\$ 313,840	\$ 0
Capital Improvement Fund	\$ 1,077,947	\$ 580,000
Utility Capital Reserve Fund	\$ 2,541,445	\$ 1,005,000
Impact Fees Fund	\$ 484,307	\$ 250,000
Interest & Sinking No. 1 Debt Service Fund	\$ 3,606,676	\$ 2,997,619
Interest & Sinking No. 2 Debt Service Fund	\$ 338,224	\$ 115,300

and provides a complete financial plan for the fiscal year beginning October 1, 2010 and ending September 30, 2011 as submitted to the City Council by the City Manager, attached hereto as Exhibit "A", and the same is hereby adopted and approved as the budget of the City of Terrell, Texas for the fiscal year beginning October 1, 2010 and ending September 30, 2011.

SECTION 2. That the sum of \$31,866,459 is hereby appropriated for the payment of the expenditures established in the approved budget for the fiscal year beginning October 1, 2010 and ending September 30, 2011.

SECTION 3. That the expenditures during the fiscal year beginning October 1, 2010 and ending September 30, 2011 shall be made in accordance with the budget approved by this ordinance unless otherwise authorized by a duly enacted ordinance of the City of Terrell, Texas.

SECTION 4. That all budget amendments and transfers of budgeted appropriations from one account to another account within any classification for the fiscal year 2009-2010 are hereby ratified and the budget Ordinance for fiscal year 2009-2010 heretofore enacted by the City Council be and the same is hereby amended to the extent of such transfers and amendments for all purposes.

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

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

SECTION 6. That all provisions of the Ordinances of the City of Terrell, Texas in conflict with the provisions of this ordinance be and the same are hereby repealed and all other provisions of the Ordinances of the City of Terrell, Texas not in conflict with the provisions of this Ordinance shall remain in full force and effect.

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

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

PASSED AND APPROVED THIS THE 7TH DAY OF SEPTEMBER, 2010.

PASSED AND ADOPTED THIS THE 21ST DAY OF SEPTEMBER, 2010.



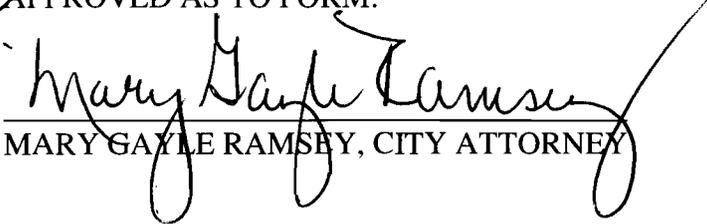
HAL RICHARDS, MAYOR

ATTEST:



JOHN ROUNSAVALL, CITY SECRETARY

APPROVED AS TO FORM:



MARY GAYLE RAMSEY, CITY ATTORNEY

ORDINANCE NO. 2463

AN ORDINANCE OF THE CITY OF TERRELL, TEXAS, FIXING THE TAX RATE OF ALL TAXABLE PROPERTY WITHIN THE CITY OF TERRELL, TEXAS, FOR THE YEAR 2010 AND LEVYING AND ORDERING COLLECTION FOR THE YEAR 2010 AND PROVIDING TO SECURE THE PAYMENT OF TAXES ASSESSED.

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

SECTION I.

That there be and is hereby levied and ordered collected on each One Hundred Dollar (\$100.00) valuation of all taxable property, both real and personal, and all property of every kind and description subject to taxation within the corporate limits of the City of Terrell, Texas, on January 1, 2010, the sum of \$0.65 based on 100% of the assessed valuation. Said rate of ad valorem tax is levied for the following purposes and the following amounts:

General Fund	\$0.4616
Interest/Sinking Fund	\$0.1845

SECTION II.

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

SECTION III.

There is hereby on each and every item of taxable property a lien for the purpose of securing the certain payment of taxes assessed against said item of property, and said lien shall continue to exist against any item of property against which a tax is assessed hereunder until such tax, together with all interest, shall be paid.

SECTION IV.

That there be and there is hereby levied and ordered collected an annual occupation tax of fifty (50%) percent of the State occupation tax on each and every occupation subject to an occupation tax under the laws of the State of Texas.

SECTION V.

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

PASSED AND APPROVED THIS THE ____ DAY OF SEPTEMBER, 2010.

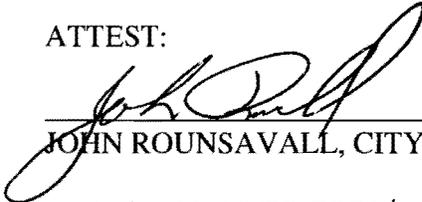
PASSED AND ADOPTED THIS THE ____ DAY OF SEPTEMBER, 2010.

APPROVED:



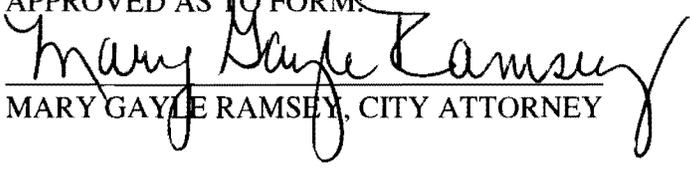
HAL RICHARDS, MAYOR

ATTEST:



JOHN ROUNSAVALL, CITY SECRETARY

APPROVED AS TO FORMS:



MARY GAYLE RAMSEY, CITY ATTORNEY

TAX RATE

This budget will not Raise Taxes.
The \$0.65 Tax Rate is Below the Effective Rate of
\$0.6954 and Below the Rollback Rate of \$0.7243



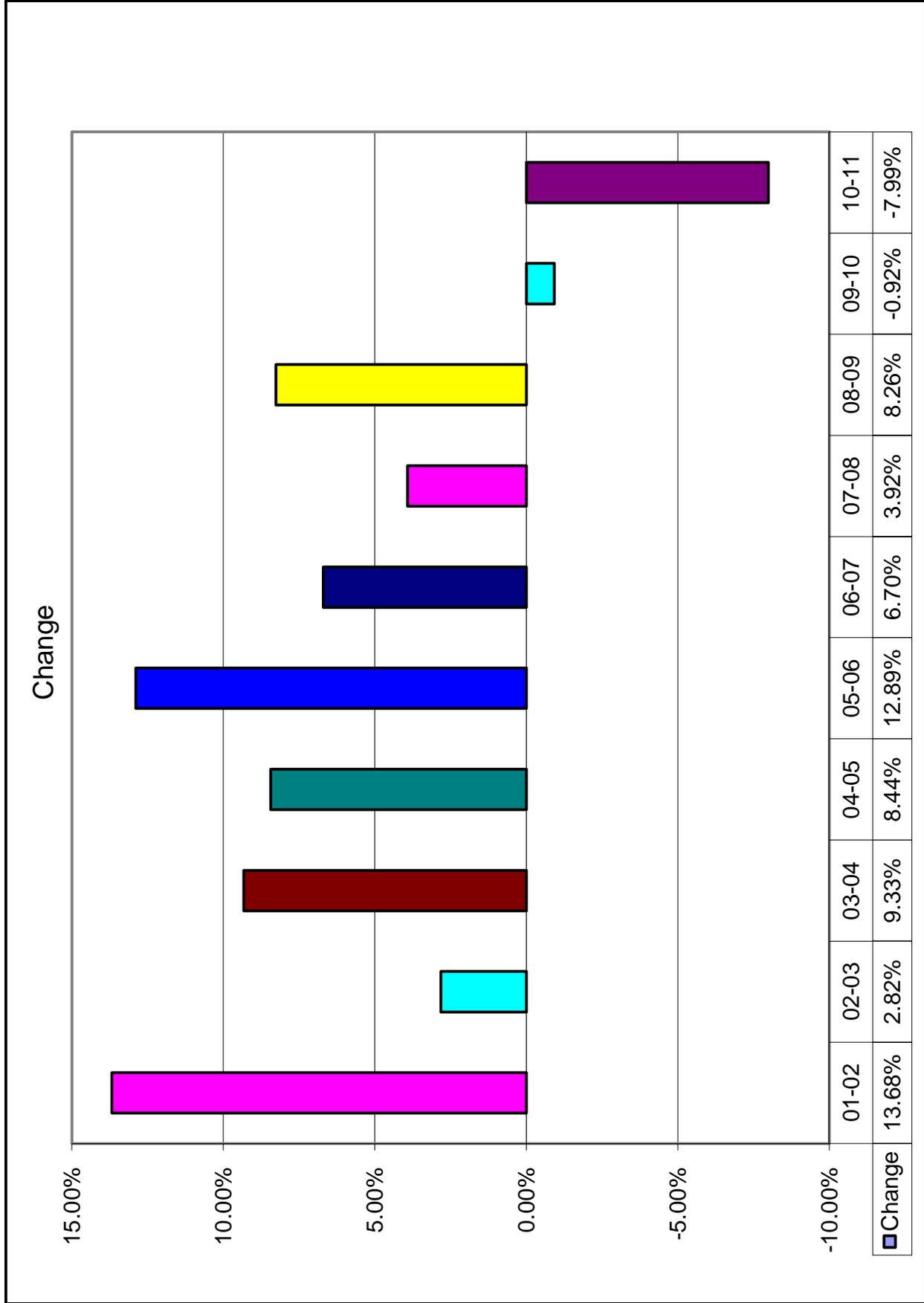
ESTIMATED TAX RATE INFORMATION
FOR
FISCAL YEAR 2010-2011

				2010-2011
2010 ADJUSTED TAXABLE VALUE				931,249,501
PROPOSED TAX RATE				0.65
TOTAL TAX REVENUES				Total 6,053,122
<u>CURRENT TAXES</u>				
98% COLLECTION				5,932,059
TIF No. 1 Est				35,000
				Total 5,897,059
<u>TAX RATE PROOF</u>				
	M&O	71%	0.4616	4,213,059
	I&S	28%	0.1845	1,684,000
			0.6462	5,897,059

CITY OF TERRELL
 ASSESSED VALUATION TAX RATE
 HISTORY

YEAR	ASSESSED VALUATIONS	TAX RATE	TAXES ASSESSED	
1999	460,894,975	0.670	3,087,996	
2000	506,373,987	0.650	3,291,431	
2001	586,621,575	0.650	3,813,040	
2002	603,618,789	0.650	3,923,522	
2003	665,698,525	0.650	4,327,040	
2004	727,025,258	0.650	4,725,664	
2005	834,587,541	0.650	5,424,819	
2006	894,542,447	0.650	5,814,526	
2007	931,051,598	0.650	6,051,835	
2008	1,014,913,277	0.650	6,596,936	
2009	1,005,646,462	0.650	6,536,702	
2010 Est	931,249,501	0.650	6,053,122	

PERCENT CHANGE IN PROPERTY VALUE

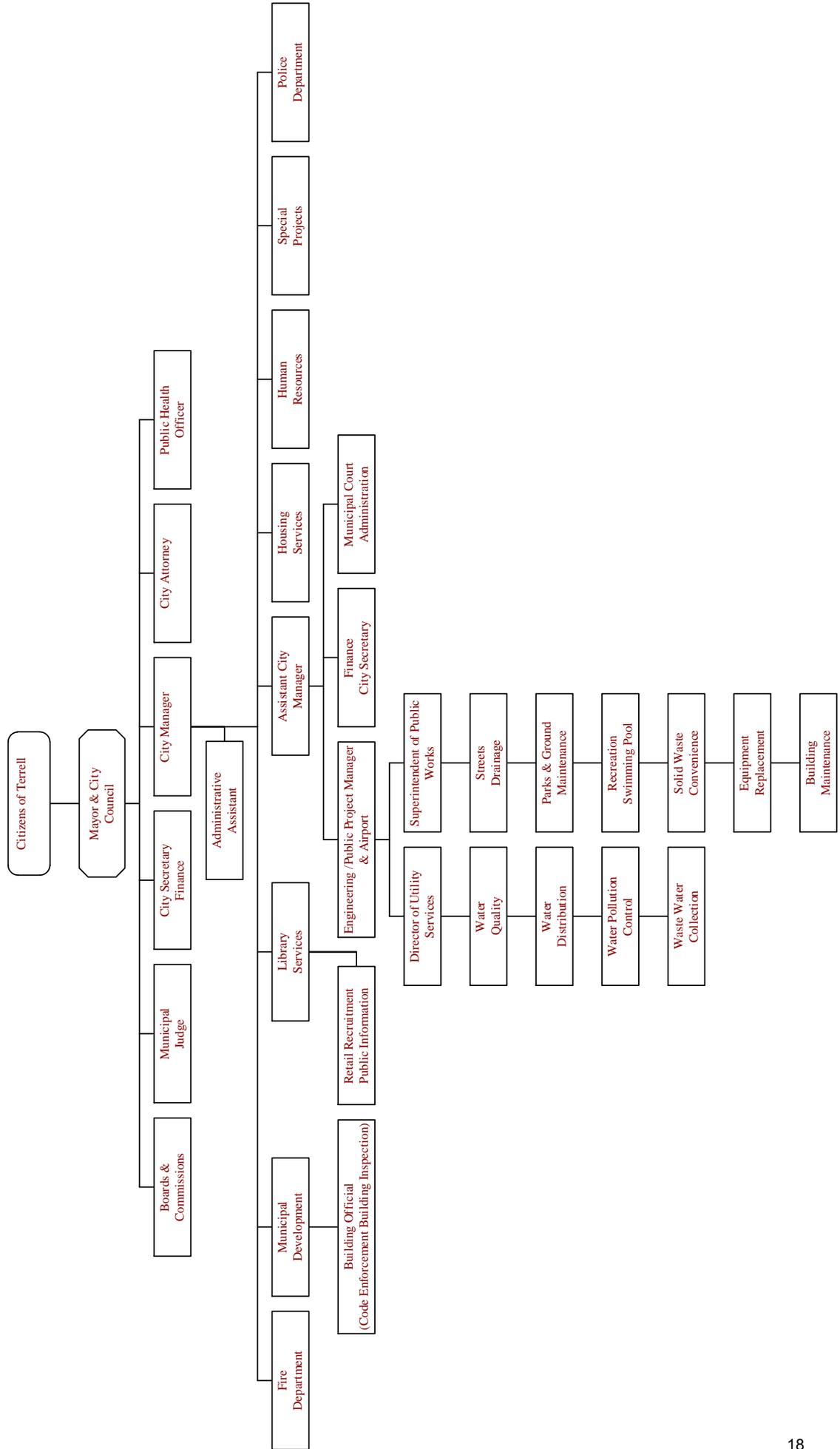


ORGANIZATIONAL CHART

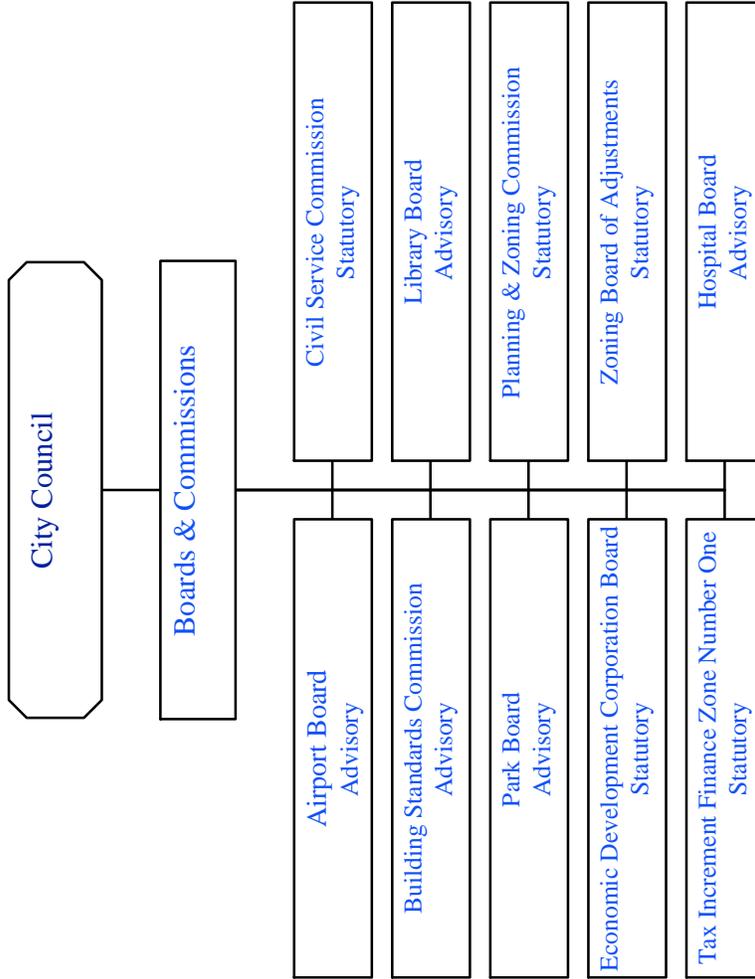


City of Terrell Organizational Chart

October 1, 2010



**City of Terrell Board and Commissions
October 1, 2010**



- **Airport Board - Advisory**
 - Develops recommendations for planning of future airport development / improvements;
 - Develops recommendations for financing and implementation of specific improvements; and
 - Submits recommendations on any rules / regulations and/or ordinances changes pertaining to the control of the general aviation facilities at Municipal Airport.
 - This eight (8) member Board meets the 2nd Wednesday each month.
 - Qualification – members can live both in and out of the City.

- **Civil Service Commission - Statutory**
 - An established Fire Fighter’s and Police Officer’s Civil Service Commission; and
 - Establishes the hiring and classification for all firefighters and police officers.
 - This three (3) member Commission meets as needed.
 - Qualifications – members must be a resident of the City.

- **Building Standards Commission - Advisory**
 - Holds all hearings regarding substandard buildings; and
 - Makes written findings of fact as to whether or not buildings are dilapidated, substandard, or unfit for human habitation and whether or not the buildings in question are dangerous.
 - This seven (7) member Commission meets on Wednesday as needed.

- **Library Board - Advisory**
 - Make continuous study and review of the library services offered by the Riter C. Hulsey Public Library; and
 - Advise the City Council of the present and future maintenance, operation, planning, acquisition, development, enlargement, and policies of the public library.
 - This nine (9) member Board meets quarterly the 3rd Thursday of the month.
 - Qualification – Seven (7) members must be a resident of the City and two (2) must be residents of the County

- **Park Board - Advisory**
 - Make recommendations for the improvement and/or expansion of existing parks, as well as acquisition and development of additional parks;
 - Make recommendations for regulations regarding the use of parks; and
 - Make recommendations regarding the annual operation, maintenance, and capital budget for the park system.
 - This seven (7) member Board meets on the 3rd Wednesday of the month.
 - Qualifications – Members must be a resident of the City.

- **Planning & Zoning Commission - Statutory**
 - Recommendations to the City Council – Specific Use Permits, Zone Changes, Platting, etc.; and
 - Makes recommendations for adoption of a master plan, for the future development and redevelopment of the City.
 - This nine (9) member Commission meets on the 4th Monday of each month.

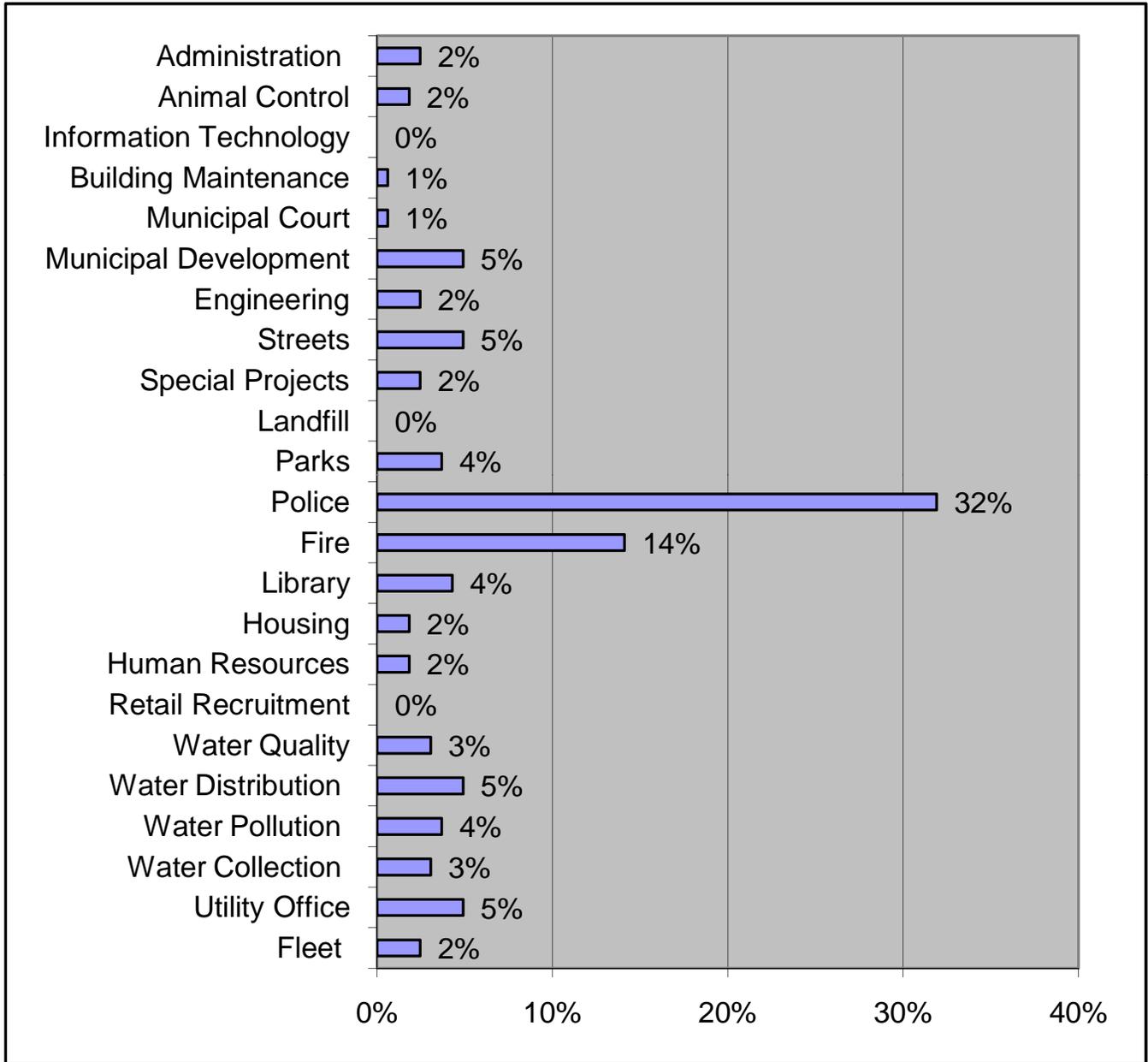
- **Economic Development Corporation Board - Statutory**
 - Promotes, assists, and enhances economic development activities for the City.
 - This five (5) member Board meets on the 4th Tuesday of each month.

- **Zoning Board of Adjustments - Statutory**
 - Hear appeals that allege error in a decision by an administrative official;
 - Hear special exceptions to the terms of the zoning ordinance; and
 - Authorize variances from the terms of the zoning ordinance.
 - This Seven (7) member Board meets as needed.

- **Tax Increment Financing Reinvestment Zone Number One**
 - Recommendations to the City Council concerning administration of the Zone, and
 - Prepare and adopt project plans and reinvestment zone financing plan for the Zone
 - Prepare implement, monitor project and financing plan.
 - This Five (5) member Board meets monthly.

- **Hospital Advisory Board**
 - Develop recommendations to improve hospital care and services;
 - Receive a monthly report from the Hospital Administrator regarding the condition of the hospital;
 - Assist in the creation, receipt and review of patient and staff surveys; and
 - Serve in an advisory role to the City Council
 - This Five (5) member Board meets monthly.

CITY OF TERRELL
PERSONNEL



PERSONNEL ALLOCATION
FISCAL YEAR
2010 - 2011

Administrative		Street		Police		Retail Recruitment	
City Manager	1.0	Superintendent	1.0	Chief of Police	1.0	Retail Recruiter/PIO	0.0
Assistant City Manager	1.0	Foreman	1.0	Assistant Chief of Police	0.0	Department Total	
Executive Secretary	1.0	Crew Leader	1.0	Captain	3.0		
Administrative Clerk	1.0	Equipment Operator	1.0	Sergeant	5.0	Water Quality	
VOE Student	0.0	Maintenance	3.0	Corporal	6.0	Director	1.0
Intern	0.0	Administrative Secretary	1.0	Patrol Officer	21.0	Chief Operator	1.0
Department Total	4.0	Department Total	8.0	Communications Supervisor	1.0	Plant Operator	3.0
				Administrative Secretary	1.0	Department Total	5.0
Animal control		Special Projects		Crime Scene Technician	1.0		
Administrative Clerk	1.0	Foreman	1.0	Community Service Officer	6.0	Water Distribution	
Animal Control Officer	2.0	Crew Chief	1.0	Dispatcher/Records Clerk	7.0	Crew Leader	1.0
Department Total	3.0	Equipment Operator	1.0	Department Total	52.0	Equipment Operator	1.0
		Maintenance Worker	1.0			Maintenance	5.0
Information Technology		Temporary	0.0	Fire		Administrative Clerk	1.0
IT/Assets & Records	0.0	Department Total	4.0	Fire Chief	1.0	Department Total	8.0
Department Total	0.0			Fire Marshal	1.0		
		Parks		Captain	3.0	Water Pollution Control	
Municipal Building		Foreman	1.0	Driver Engineer	6.0	Chief Operator	1.0
Maintenance Person	1.0	Crew Leader	1.0	Fire Fighter	12.0	Plant Operator	5.0
Urban League	0.0	Equipment Operator	2.0	Department Total	23.0	Part-Time	0.0
Department Total	1.0	Maintenance	2.0	Volunteer Firefighters	30.0	Department Total	6.0
		Part Time	0.0				
Municipal Court		VOE Student	0.0	Library		WasteWater Collection	
Judge	0.5	Department Total	6.0	Director	1.0	Foreman	1.0
Court clerk	1.0			Assistant Director	1.0	Crew Leader	1.0
Department Total	1.5	Pool		Youth Services Librarian	1.0	Equipment Operator	1.0
		Manager	1.0	Internet/Reference Librarian	1.0	Maintenance	3.0
Municipal Development		Assistant Manager	1.0	Technician	3.0	Customer Service/Meter Reader	1.0
Director	1.0	Lifeguards	12.0	Part Time	0.0	Department Total	7.0
Building Inspector	2.0	Maintenance	1.0	Department Total	7.0		
Code Enforcement	3.0	Department Total	15.0			Utility	
Administrative Clerk	2.0			Housing (Section 8)		Director	1.0
Department Total	8.0			Director	1.0	Accounting Technician	1.0
				Administrative Clerk	2.0	Administrative Clerk	4.0
Engineering				Department Total	3.0	Billing Clerk	1.0
City Engineer	1.0					Administrative Secretary	1.0
Technician	3.0			Landfill		Department Total	8.0
Department Total	4.0			Gate Keeper	0.0		
				Department Total	0.0	Equipment Replacement	
						Foreman	1.0
				Human Resources		Mechanic	2.0
				Director	1.0	Service Attendant	1.0
				Administrative Clerk	2.0	Part-Time	0.0
				Department Total	3.0	Department Total	4.0

FINANCIAL POLICY



FINANCIAL POLICIES OVERVIEW

1.0 Introduction

The City of Terrell financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the parameters established by applicable provisions of the Texas Local Government Code and the City of Terrell City Charter. The policies are intended to assist the City Council and City staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

2.0 Annual Budget (Charter Requirements)

- A. The fiscal year of the City of Terrell shall begin on the first day of October and end on September 30 of the following calendar. The fiscal year will also be established as the accounting and budget year.
- B. On or before the 1st day of August of each year, the City Manager shall submit to the City Council a budget for the ensuing fiscal year and an accompanying message.
- C. The City Manager's message shall explain in the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the manager deems desirable.
- D. The budget shall provide a complete financial plan for the fiscal year, and shall be in the form and contain such information as required by state law and by the City Council. The budget shall conform to recommendations for budgets and crediting procedures as prescribed by the Municipal Finance Officers Association to the extent possible.
- E. The budget and all supporting schedules shall be filed with the City Secretary when submitted to the Council and shall be opened to public inspection by anyone interested.
- F. At the Council meeting at which time the budget is submitted, the Council shall name the date and place of a public hearing and shall cause to be published in the official newspaper of the City the time and place, which will be not less than ten (10) days nor more than thirty (30) days after date of notice. At this hearing, interested citizens may express their opinions concerning items of expenditures, giving their reasons for wishing to increase or decrease any items of expense.
- G. After public hearing, the Council shall analyze the budget, making any addition or deletions which they feel appropriate, and shall, at least ten (10) days prior to the beginning of the next fiscal year, adopt the budget by a favorable majority vote of all members of the Council. Should the Council take no final action on or prior to such day, the budget as submitted by the City Manager shall be deemed to have been finally adopted by the Council.
- H. On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the Council shall constitute the official appropriations as proposed expenditures for the current year and shall constitute the basis of official levy of the property tax as the amount of tax to be assessed and collected for the corresponding tax year. Estimated expenditures will in no case exceed proposed revenue plus cash on hand. Unused appropriations may be transferred to any item required for the same general purpose.

3.0 Basis of Accounting and Budgeting

- A. The City of Terrell finances shall be accounted for in accordance with generally accepted accounting principles as established by the Governmental Accounting Standards Board.
1. The accounts of the City of Terrell are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained to account for certain assets and liabilities of the governmental funds not recorded directly in those funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service and Capital Project funds.
 2. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrue (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectable within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, hotel, and franchise tax revenues recorded in the General Fund, and ad valorem tax revenues recorded in the Debt Service fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received. Expenditures are recognized when the related funds liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.
 3. The City of Terrell utilizes encumbrance accounting for its Governmental fund types, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.
 4. The Proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.
- B. The budgets shall be prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds except the capital projects funds which adopt project-length budgets. All annual appropriations lapse at fiscal year end. Under the City's budgetary process, outstanding encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be re-appropriated and honored the subsequent fiscal year.

4.0 Budget Administration

- A. All expenditures of the City of Terrell shall be made in accordance with the annual budget. Budgetary control is maintained at the individual expenditure account level by the review of all requisitions of estimated purchase amounts prior to the release of purchase order to vendors.
- B. The following represents the City of Terrell budget amendment policy delineating responsibility and authority for the amendment process. Transfers between expenditure accounts in one department may occur with the approval of the City Manager's Office. Transfers between funds must be accomplished by budget amendment approved by the City Council. Budget amendments calling for new fund appropriations must also be approved by the City Council. As a matter of course, continuous budget monitoring requires that deviations from expected amounts of revenue and/or expenditures be noted and estimates revised, if necessary, to avoid financial distress. Budget amendments are thus considered prudent financial management techniques and are deemed to fulfill the requirements of City Charter for budget amendment justification.

5.0 Financial Reporting

- A. Following the conclusion of the fiscal year, the City of Terrell Director of Finance shall cause to be prepared a Comprehensive Annual Financial Report (CAFR) in accordance with generally accepted accounting and financial reporting principles established by the Governmental Accounting Standards Board. The document shall also satisfy all criteria of the Government Finance Officers Association's Certification of Achievement for Excellence in Financial Reporting Program.
- B. The CAFR shall show the status of the city's finances on the basis of generally accepted accounting principles (GAAP). The CAFR shall show fund revenues and expenditures on both a GAAP basis and budget basis for comparison purposes. Differences in format are acknowledged through reconciliations. Compensated absences (accrued but unused vacation leave) are not reflected in the budget but are accounted for in the CAFR's long-term debt account group. Depreciation expense is not shown in the budget's propriety funds, although the full purchase price of equipment and capital improvements are reflected as uses of working capital.
- C. Included as part of the Comprehensive Annual Financial Report shall be the results of the annual audit prepared by independent certified public accountants designated by the City Council.
- D. The City Manager's Office shall, within sixty days following the conclusion of each calendar quarter, issue a report to the Council reflecting the City's financial condition for that quarter. The quarterly report format shall be consistent with the format of the annual budget document. The preliminary budget may serve as the report for the third quarter of the year, as it reflects the City's current financial status and expected year end posture.

6.0 Revenues

- A. To protect the City of Terrell's financial integrity, the City will maintain a diversified and stable revenue system to shelter it from fluctuations in one revenue source.
- B. For every annual budget, the City of Terrell shall levy two property tax rates: operation/maintenance and debt service. The debt service levy shall be sufficient for meeting all principal and interest payment associated with the City's outstanding general obligation debt for that budget year. The debt service levy and related debt service expenditures shall be accounted for in the Debt Service fund. The operation and maintained levy shall be accounted for in the General Fund. A portion may be designated for special purposes (i.e., Street Maintenance Fund).
- C. The City of Terrell will maintain a policy of levying the lowest tax rate on the broadest tax base. Mandated exemptions will be provided to home owners, senior citizens, and disabled citizens.

- D. The City of Terrell will establish user charges and fees at a level which attempts to recover the full cost of providing the service.
 - 1. User fees, particularly utility rates, should identify the relative costs of serving different classes of customers.
 - 2. The City of Terrell will make every reasonable attempt to ensure accurate measurement of variables impacting taxes and fees (e.g. verification of business sales tax payments, verification of appraisal district property values, accuracy of water meters, etc.)
- E. The City of Terrell will attempt to maximize the application of its financial resources by obtaining supplementary funding through agreements with other public and private agencies for the provision of public services or the construction of capital improvements. The City of Terrell will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.
- F. When developing the annual budget, the City Manager shall project revenues from every source based on actual collections from the preceding year and estimated collections of the current fiscal year, while considering known circumstances which will impact revenues for the new fiscal year. The revenue projections for each fund should be made conservatively so that total actual fund revenues exceed budgeted projections.

7.0 Operating Expenditures

- A. Operating expenditures shall be accounted, reported, and budgeted for in the following major categories:

4100	Personal Services
4200	Supplies
4300	Maintenance
4400	Contractual Services
4500	Capital Replacement/Lease
- B. The annual budget shall appropriate sufficient funds for operating, recurring expenditures necessary to maintain established quality and scope of city services.
- C. The City of Terrell will constantly examine the methods for providing public services in order to reduce operating, recurring expenditures and/or enhance quality and scope of public services with no increase to cost.
- D. Personal service expenditures will reflect the minimum staffing needed to provide established quality and scope of city services. To attract and retain employees necessary for providing high-quality service, the City shall maintain a compensation and benefit package competitive with the public and, when quantifiable, private service industries.
- E. Supply expenditures shall be sufficient for ensuring the optimal productivity of City employees.
- F. Maintenance expenditures shall be sufficient for addressing the deterioration of the City’s capital assets to ensure the optimal productivity of the capital assets. Maintenance should be conducted to ensure a relatively stable level of maintenance expenditures for every budget year.
- G. The City of Terrell will utilize contracted labor for the provision of city services whenever private contractors can perform at the lowest possible cost.
- H. Existing capital equipment shall be replaced when needed to ensure the optimal productivity of City of Terrell employees.
- I. Expenditures for capital equipment shall be made only to enhance employee productivity, improve quality of service, or expand scope of service.
- J. To assist in controlling the growth of operating expenditures, operating departments will submit their annual budgets to the City Manager within fiscal parameters provided by the City Manager’s Office.

8.0 Fund Balance

- A. The annual budget shall be presented to Council, with each fund reflecting minimum ending fund balances as follows:
- | | |
|---------------------------|--------------------------------|
| General Fund | 60 days of expenditures |
| Water and Sewer Fund | 60 days of expenditures |
| Utility Debt Service | Compliance with bond covenants |
| General Debt Service Fund | 60 days of expenditures |
- B. Fund balances which exceed the minimum level established for each fund may be appropriated for non-recurring capital projects or programs.
- C. The City of Terrell will exercise diligence in avoiding the appropriation of fund balance for recurring operating expenditures. In the event fund balance is appropriated for recurring operating expenditures to meet the needs of the community, the budget document shall include an explanation of the circumstances requiring the appropriation and the methods to be used to arrest the future use of fund balance for operating expenditures.
- D. The Utility Capital Reserve (UCR) is established to provide a source of funds which can be used to address serious and unexpected conditions that may arise, such as adverse weather conditions which seriously alter expected revenue amounts. In addition, the fund alleviates the need for sudden and unexpected rates increases, allowing the City to implement needed rate increases in a phased and orderly manner. The UCR is a restricted sub-fund of the Water and Sewer Utility Fund and shall be maintained at a targeted level of \$1,500,000. If monies from the UCR are transferred to operating working capital fund balances, UCR funds will be restored to the targeted level as soon as practical. Decisions involving the use of the UCR shall be at the discretion of the City Manager and reported in normal budgeting and financial reporting formats throughout the fiscal year.

9.0 Fund Transfers

- A. Fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses or when needed to satisfy debt service obligations.
- B. Fund transfers are used to pay for general and administrative costs in the General Fund and to charge franchise fees to Proprietary Funds.

10.0 Debt Expenditures

- A. The City of Terrell will issue debt only to fund capital projects, which cannot be supported by current, annual revenues.
- B. To minimize interest payments on issued debt, the City will maintain a rapid debt retirement policy by issuing debt with maximum maturities not exceeding ~~20~~ 30 years. Retirement of debt principal will be structured to ensure constant annual debt payments.
- C. The City of Terrell will attempt to maintain base bond ratings (prior to insurance) of AA2 (Moody's Investors Service) and AA (Standard & Poor's) on its general obligation debt. The City shall continue to seek to enhance its credit quality by frequent contact and visits with the rating agencies, and monitoring the current trends and guidance from the agencies.
- D. When needed to minimize annual debt payments, the City of Terrell will obtain insurance for new debt issues.
- E. In order to minimize the impact of debt issuance on the property tax rate and to assist the City in meeting its arbitrage requirements, the City will consider the sequential sale of bonds for the purpose of financing capital projects.

11.0 Capital Project Expenditures

- A. The City of Terrell will develop a multi-year plan for capital projects which identifies all projects likely to be constructed within a five year horizon. The multi-year plan will reflect for each project the likely source of funding and attempt to quantify the project's impact to future operating expenditures.
- B. Capital projects will be constructed to:
 - 1.) Protect or improve the community's quality of life.
 - 2.) Protect or enhance the community's economic vitality.
 - 3.) Support new development.
 - 4.) Provide significant rehabilitation of City infrastructure for sustained service.
- C. Capital project expenditures will not be authorized by the City Council without identification and commitment of revenue sources sufficient to fund the improvement. Potential funding sources include, but are not limited to, reserve funds, debt issuances, matching funds revenues, user fees, grants, or reallocation of existing capital funds with the recognition that construction of previously authorized capital projects may be delayed or postponed.
- D. Capital Improvement Planning and Programming shall include the following categories for the determination of funding for individual projects: design costs, right-of-way costs, utility construction/adjustment costs, construction costs, appropriate contingency funds, furnishings and equipment, and direct project administration services provided by City employees or outside forces.
- E. Cost incurred for advanced planning of capital projects may be funded from reimbursement of appropriate debt or operating funds.
- F. The City will fund the entire cost of proposed projects in debt proposals, without relying on matching funds from other agencies or entities unless said matching funds are designated and available for use at the time of the issuance of the debt. Matching funds received for a project that is fully funded by a debt issuance shall be applied to debt service and shall not be used to fund additional capital projects.
- G. To minimize the issuance of debt, the City of Terrell will attempt to support capital projects with appropriations from operating revenues or excess fund balances (i.e., "pay-as-you-go").

12.0 Utility Capital Expenditures

- A. Utility rates are designed to provide for a depreciation reserve which accumulates resources to replace or rehabilitate aging infrastructure. In addition, the multi-year financial plan provides debt strategies to finance needed capital items.
- B. Inasmuch as roads and other components are essential to extending utility service, revenues in excess of anticipated current year needs will be reserved for future road improvements and related infrastructure projects at year-end. This will assure that infrastructure costs are funded along with utility projects.

13.0 Long-term Financial Plan

- A. The City of Terrell will adopt the annual budget in the context of a long-term financial plan, or other multi-year budget analysis.
- B. The long-term financial plans will establish assumptions for revenues, expenditures and changes to fund balances over a five year horizon. The assumptions will be evaluated periodically as part of the budget development process.

14.0 Cash Management and Internal Controls

- A. Written guidelines on cash handling, accounting, segregation of duties, and other financial matters shall be maintained.
- B. Each department director shall ensure that departmental procedures are adequate to safeguard City funds.
- C. Staffing and training shall be reviewed periodically to ensure adequacy.
- D. Daily deposits of City cash shall be performed.
- E. The timing and amount of cash needs and availability shall be systematically projected in order to maximize interest earnings from investments.
- F. The City's investment portfolio shall be managed in accordance with the Public Funds Investment Act and the City's Investment Policy.
- G. The City shall conduct periodic reviews of Internal Controls and Cash Handling Procedures.

Fund Definitions

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

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

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

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

- (1) **Tourism Fund**
- (2) **Impact Fee Fund**

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

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

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

- (1) **Interest and Sinking Fund No. 1 Taxable Debt.**
- (2) **Interest and Sinking Fund No. 2 Revenue Debt.**

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

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

Revenue Definitions

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

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

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

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

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

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

Charges for Current Services Funds received Trash and Landfill services.

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

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

Refunds and Recoveries Funds recovered from insurance claims and settlements.

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

Expenditure Definitions

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

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

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

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

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

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

CONSOLIDATED SUMMARY OF PROJECTIONS

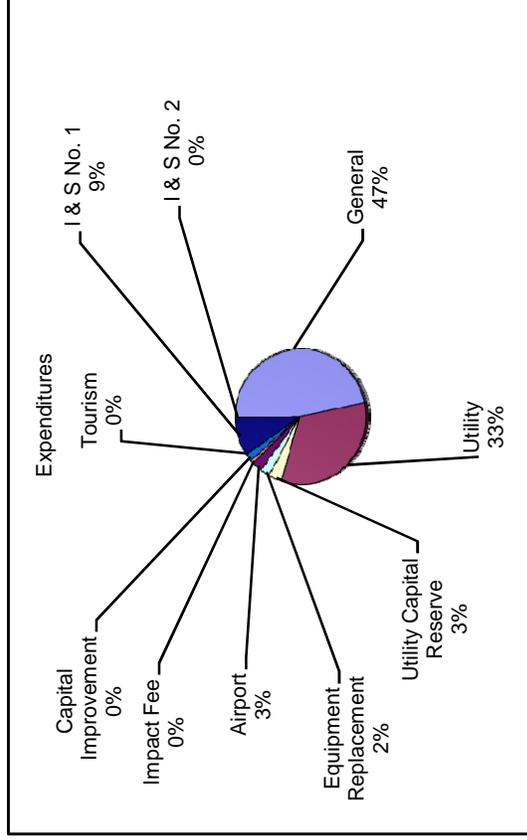
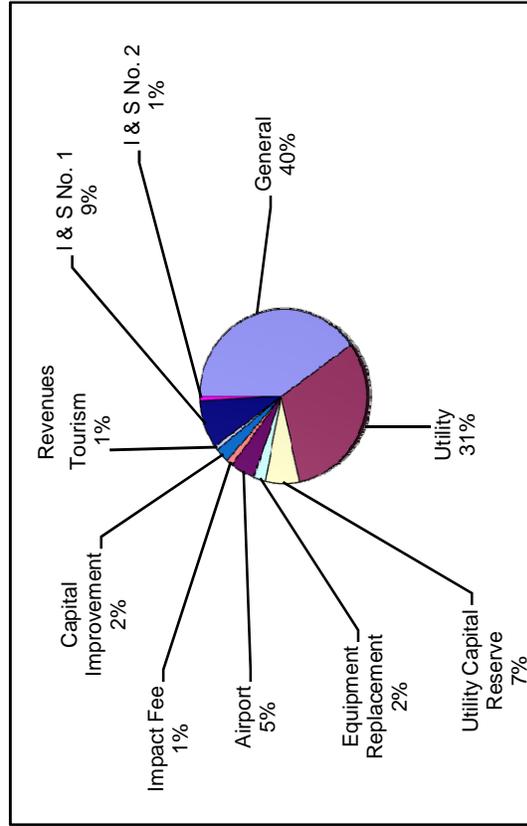


GENERAL FUND



2010-2011
CONSOLIDATED BUDGET INFORMATION

	General Fund	Utility Fund	Utility Capital Reserve Fund	Equipment Replacement Fund	Airport Fund	Impact Fees Fund	Capital Improvement Fund	Tourism Fund	I & S No. 1 Debt Svc. Fund	I & S No. 2 Debt Svc. Fund
Beginning Fund Balance	668,806	1,857,382	1,529,445	330,083	1,338,746	417,307	538,447	92,690	609,057	222,924
Operating Revenues	15,101,434	10,392,811	1,012,000	566,823	533,690	67,000	539,500	221,150	2,997,619	115,300
Total Revenues	15,770,240	12,250,193	2,541,445	896,906	1,872,436	484,307	1,077,947	313,840	3,606,676	338,224
Operating Expenditures	14,900,745	10,423,351	1,005,000	780,444	814,000	250,000	580,000	0	2,997,619	115,300
Ending Fund Balance	869,495	1,826,842	1,536,445	116,462	1,058,436	234,307	497,947	313,840	609,057	222,924



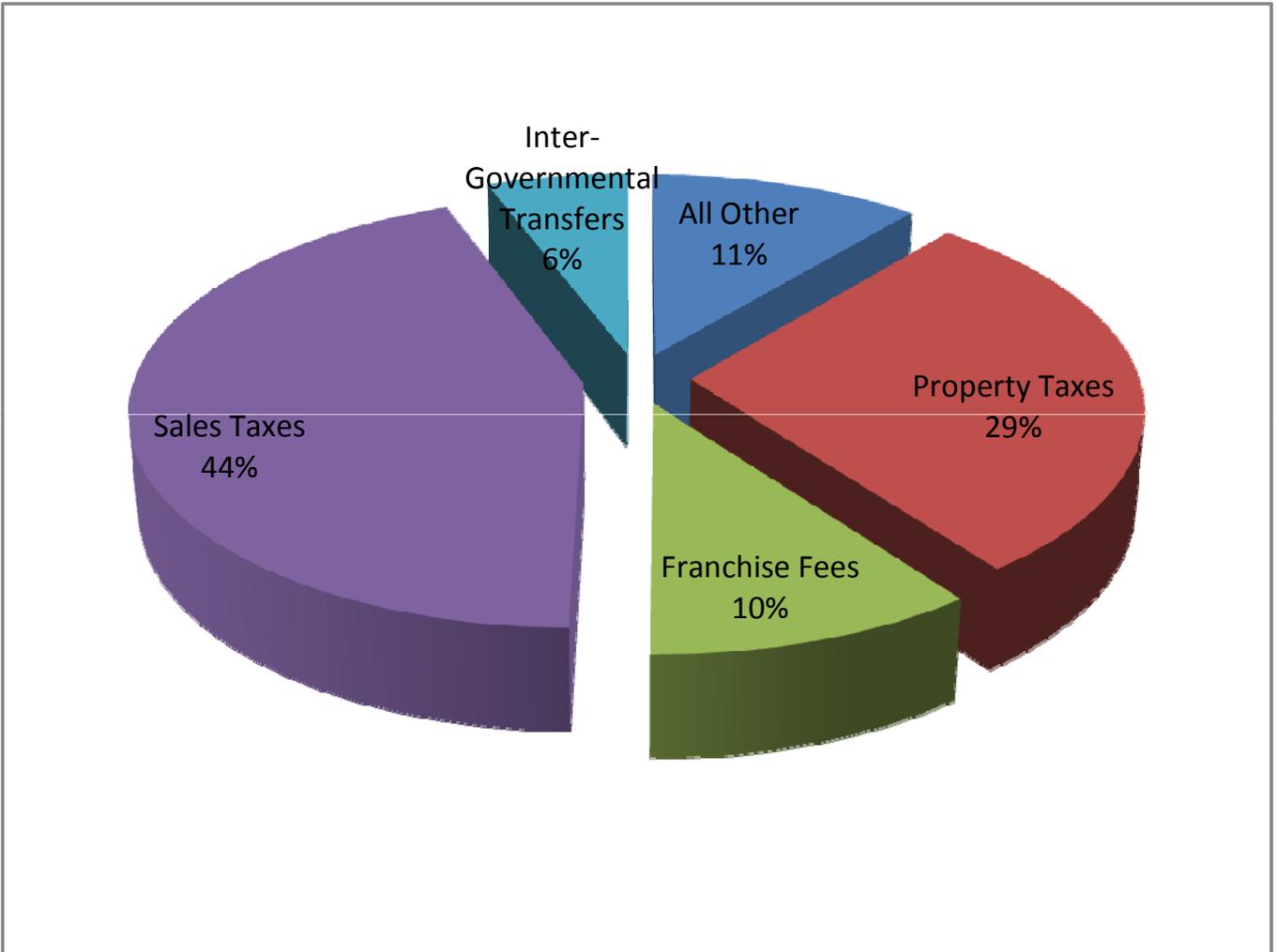
**GENERAL FUND
ESTIMATED CASH POSITION**

	Proposed FY 2010 - 2011
Cash in Bank March 31, 2010	\$ 2,625,598
Estimated Revenues FY 2010	\$ 16,200,000
Revenues Collected thru March 31, 2010	\$ 10,228,373
Anticipated Revenue to Sept. 30, 2010	\$ 5,971,627
Sub-Total	\$ 8,597,224
Estimated Expenditures FY 2010	\$ 15,745,571
Y-T-D March 31, 2010	\$ 7,817,152
Sub-Total	\$ 7,928,419
Estimated Beginning Cash FY 2011	\$ 668,806
Proposed Revenues FY 2011	\$ 15,101,434
Sub-Total	\$ 15,770,240
Proposed Expenditures FY 2011	\$ 14,900,745
Estimated Cash in Bank Sept. 30 2011	\$ 869,495

General Fund
Revenues vs. Expense
Summary

	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Revenues			
Property Taxes	4,836,546	4,871,002	4,418,059
Other Local Taxes	1,732,780	1,524,864	1,553,000
Sales Tax	6,751,256	6,548,709	6,600,000
License & Permits	85,067	83,735	89,950
Fines & Fees	425,577	424,761	509,580
Charges for Current Services	508,815	512,500	512,500
Use of Money	29,891	15,000	10,000
Community Services	6,010	32,550	14,550
Refunds & Recoveries	540,816	426,218	403,601
Other Services	154,107	669,148	115,930
Inter-Governmental Transfers	441,890	1,091,513	874,264
	15,512,954	16,200,000	15,101,434

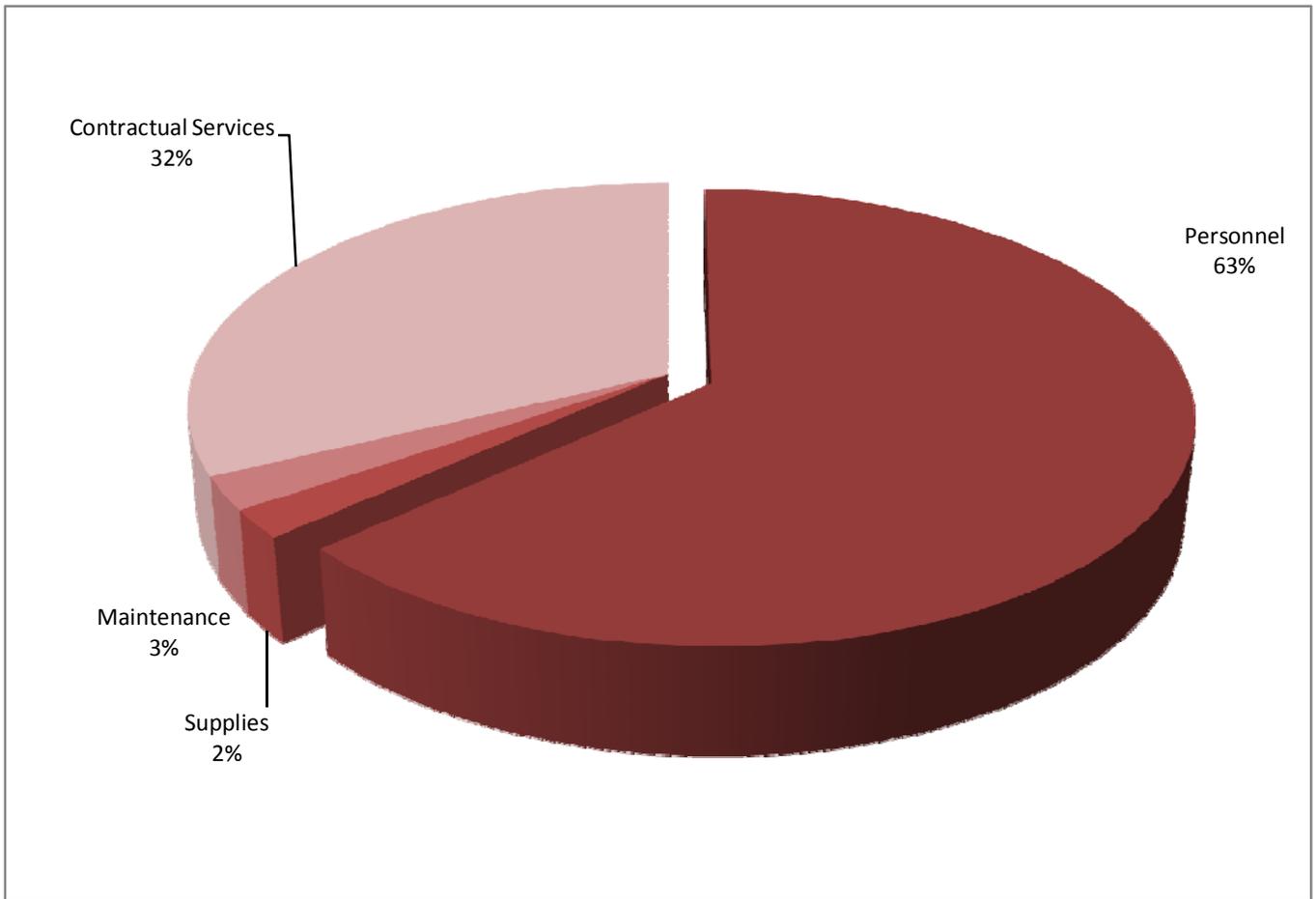
Revenue Distribution



General Fund
Revenues vs. Expense
Summary

	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Expense			
11 LEGISLATIVE	2,304,037	2,255,650	2,149,956
12 ADMINISTRATION	681,640	731,783	692,031
13 ANIMAL CONTROL	173,651	165,269	160,355
14 INFORMATION TECHNOLOGY	499,109	325,925	265,850
15 LEGAL	327,233	164,176	200,000
16 MUNICIPAL BUILDING	565,565	473,035	419,057
17 MUNICIPAL COURT	127,847	128,099	80,996
20 MUNICIPAL DEVELOPMENT	653,789	586,889	596,929
21 ENGINEERING	384,670	358,940	350,540
22 STREET	845,046	686,427	647,268
23 SPECIAL PROJECTS	434,781	297,877	302,548
25 SANITATION	533,244	543,000	543,000
26 PARKS	488,938	969,150	419,300
27 POOLS	69,589	197,904	94,440
28 STREET LIGHTING	283,505	285,000	285,000
32 POLICE	4,100,736	3,883,374	4,170,179
33 FIRE	2,136,133	2,032,558	2,061,405
34 LIBRARY	568,811	540,244	474,040
35 HOUSING	266,395	285,481	285,601
37 LANDFILL	44,205	29,363	21,475
40 HUMAN RESOURCES/RECRUITMENT	336,341	356,192	451,249
41 RETAIL RECRUITMENT	119,997	30,333	0
90 DEBT SERVICE	433,736	418,904	229,526
	16,606,823	15,745,571	14,900,745

Expense Distribution



Personnel Summary

Personnel	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
11 LEGISLATIVE	175	133	206
12 ADMINISTRATION	487,466	481,258	467,406
13 ANIMAL CONTROL	147,176	151,619	146,705
14 INFORMATION TECHNOLOGY	56,234	21,675	0
16 MUNICIPAL BUILDING	128,201	86,175	51,207
17 MUNICIPAL COURT	92,519	93,189	45,386
20 MUNICIPAL DEVELOPMENT	502,335	519,513	511,256
21 ENGINEERING	337,171	341,390	332,140
22 STREET	559,666	577,692	499,239
23 SPECIAL PROJECTS	310,605	262,040	224,139
26 PARKS	362,807	377,373	346,690
27 POOLS	42,115	76,029	76,565
32 POLICE	3,748,292	3,681,508	3,851,323
33 FIRE	1,848,310	1,880,920	1,896,455
34 LIBRARY	482,959	492,868	440,755
35 HOUSING	220,258	209,007	203,443
37 LANDFILL	8,699	7,888	0
40 HUMAN RESOURCES/RECRUITMENT	209,219	273,209	352,749
41 RETAIL RECRUITMENT	96,515	14,928	0
	9,640,722	9,548,412	9,445,664

Supply Summary

Expense	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
11 LEGISLATIVE	15,309	9,020	7,900
12 ADMINISTRATION	2,907	2,500	2,500
13 ANIMAL CONTROL	5,358	3,800	2,300
14 INFORMATION TECHNOLOGY	538	300	0
16 MUNICIPAL BUILDING	48,455	36,900	38,400
17 MUNICIPAL COURT	1,503	1,500	2,050
20 MUNICIPAL DEVELOPMENT	6,020	6,250	4,500
21 ENGINEERING	4,160	2,250	2,250
22 STREET	75,267	61,810	71,300
23 SPECIAL PROJECTS	15,897	11,000	11,000
26 PARKS	13,072	9,250	9,900
27 POOLS	17,897	17,850	15,850
32 POLICE	59,012	65,800	71,800
33 FIRE	34,329	28,850	34,975
34 LIBRARY	40,542	10,328	11,310
35 HOUSING	7,481	5,060	5,060
37 LANDFILL	429	300	300
40 HUMAN RESOURCES/RECRUITMENT	13,947	8,133	14,800
41 RETAIL RECRUITMENT	3,555	2,685	0
	365,679	283,586	306,195

Maintenance Summary

Expense	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
13 ANIMAL CONTROL	0	250	250
14 INFORMATION TECHNOLOGY	393,019	239,000	235,000
16 MUNICIPAL BUILDING	104,610	75,510	50,000
22 STREET	985	500	500
23 SPECIAL PROJECTS	3,436	2,000	2,000
26 PARKS	26,375	17,550	20,175
27 POOLS	9,577	1,500	1,500
32 POLICE	4,098	1,500	3,350
33 FIRE	90,632	32,500	32,500
35 HOUSING	6,359	8,200	12,200
37 LANDFILL	3,157	1,500	1,500
41 RETAIL RECRUITMENT	362	250	0
	642,609	380,260	358,975

Contractual Services Summary

Expense	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
11 LEGISLATIVE	2,284,183	2,244,447	2,141,850
12 ADMINISTRATION	191,267	248,025	222,125
13 ANIMAL CONTROL	21,117	9,600	11,100
14 INFORMATION TECHNOLOGY	49,318	64,950	30,850
15 LEGAL	327,233	164,176	200,000
16 MUNICIPAL BUILDING	284,300	274,450	279,450
17 MUNICIPAL COURT	33,824	33,410	33,560
20 MUNICIPAL DEVELOPMENT	145,433	61,126	81,173
21 ENGINEERING	43,339	15,300	16,150
22 STREET	209,128	46,425	76,229
23 SPECIAL PROJECTS	104,843	22,837	65,409
25 SANITATION	533,244	543,000	543,000
26 PARKS	74,290	14,977	42,535
27 POOLS	0	525	525
28 STREET LIGHTING	283,505	285,000	285,000
32 POLICE	289,333	134,566	243,706
33 FIRE	110,623	90,288	97,475
34 LIBRARY	45,309	37,048	21,975
35 HOUSING	32,297	63,214	64,898
37 LANDFILL	31,920	19,675	19,675
40 HUMAN RESOURCES/RECRUITMENT	113,175	74,850	83,700
41 RETAIL RECRUITMENT	19,565	12,470	0
90 DEBT SERVICE	433,736	418,904	229,526
	5,660,983	4,879,263	4,789,911

Capital Summary

Expense	2008- 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
11 LEGISLATIVE	4,370	2,050	0
21 ENGINEERING	0	0	0
26 PARKS	12,394	550,000	0
27 POOLS	0	102,000	0
32 POLICE	0	0	0
33 FIRE	52,240	0	0
34 LIBRARY	0	0	0
	69,004	654,050	0

REVENUES



General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
	Property Taxes			
00-3101				
	TAXES-CURRENT	4,646,807	4,662,702	4,213,059
00-3102				
	TAXES-DELINQUENT	111,779	132,000	130,000
00-3103				
	TAXES-PENALTY & INTEREST CURRENT	44,372	34,300	35,000
00-3104				
	PENALTY & INTERST - DELINQUENT	33,588	42,000	40,000
	Sub-Total	4,836,546	4,871,002	4,418,059
	Other Local Taxes			
00-3201				
	FRANCHISE- UTILITY 020904490	250,000	250,000	250,000
00-3202				
	FRANCHISE-LONE STAR GAS	256,148	159,738	180,000
00-3203				
	FRANCHISE-TELEPHONE	123,839	120,000	120,000
00-3204				
	FRANCHISE-CABLE TV	45,031	53,000	53,000
00-3205				
	FRANCHISE-TXU ELECTRIC	880,511	774,126	780,000
00-3208				
	MIXED DRINKS	39,921	38,000	40,000
00-3213				
	FRANCHISE-IESI	137,329	130,000	130,000
	Sub-Total	1,732,780	1,524,864	1,553,000
	Sales Tax			
00-3207				
	CITY SALES TAX	3,375,628	3,274,355	3,300,000
00-3211				
	CITY SALES TAX / TAX REDUCTION	1,687,814	1,637,177	1,650,000
00-3250				
	TAXES-SALES TAX ECONOMIC DEV	1,687,814	1,637,177	1,650,000
	Sub-Total	6,751,256	6,548,709	6,600,000
	License & Permits			
00-3301				
	PERMITS-ALCOHOLIC BEVERAGE	4,905	500	1,500
00-3302				
	PERMITS-AMUSEMENT	1,545	2,500	2,500
00-3303				
	PERMITS-BUILDING	22,560	25,000	25,000
00-3304				
	PERMITS-ELECTRICAL	5,181	5,000	6,000
00-3305				
	PERMITS-PEDDLERS	3,645	0	3,600

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
00-3306			
PERMITS-PLUMBING	6,910	7,000	6,500
00-3307			
PERMITS-DEMOLITION	1,050	1,500	1,500
00-3308			
PERMITS-CERTIFICATE OF OCCUPANCY	4,670	5,000	10,000
00-3309			
PERMITS-MECHANICAL	1,765	2,500	2,500
00-3310			
LICENSE-ELECTRICAL	120	35	50
00-3311			
REGISTRATION FEES	6,850	6,000	3,000
00-3312			
PERMITS-ALARM	5,600	5,500	5,000
00-3313			
LICENSE-RESTAURANT/FOOD	17,030	19,000	18,000
00-3317			
REGISTRATION-DOG	1,166	1,200	800
00-3319			
PERMITS-SIGN	2,070	3,000	4,000
Sub-Total	85,067	83,735	89,950
Fines & Fees			
00-3318			
FEES-WRECKER	2,800	5,000	4,000
00-3402			
FINES-MUNICIPAL COURT	347,158	324,311	410,000
00-3403			
OTHER	2,278	1,000	500
00-3404			
FEES-OPEN RECORDS REQUEST	3,782	3,500	3,000
00-3405			
INSPECTION FEES AFTER HOURS	225	0	250
00-3406			
FEES - APARTMENT INSPECTIONS	11,556	15,000	15,000
00-3411			
PAVILION RENTAL	1,868	1,500	2,500
00-3412			
VITAL STATISTICS	26,294	25,000	25,000
00-3413			
FEES-SWIMMING POOL GATE	27,132	47,000	47,000
00-3417			
FEES- MAPS & PUBLICATIONS	36	50	50
00-3418			
FEES- ZONING & PUBLICATIONS	1,461	1,500	1,500

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
00-3419			
FEES- COPIES	336	300	200
00-3420			
FEES- FINGERPRINTS	5	100	80
00-3421			
FEES- ANIMAL SHELTER	474	500	500
00-3425			
FEES- RECREATIONAL	172	0	0
Sub-Total	425,577	424,761	509,580
Charges for Current Services			
00-3506			
FEES- RESIDENTIAL REFUSE	500,000	500,000	500,000
00-3516			
FEES- LANDFILL SITE	8,815	12,500	12,500
Sub-Total	508,815	512,500	512,500
Use of Money			
00-3601			
INTEREST	29,891	15,000	10,000
Sub-Total	29,891	15,000	10,000
Community Services			
00-3675			
HOUSING OFFICE LEASE	0	2,550	2,550
00-3676			
LEASE - RENAISSANCE HOSPITAL	3,000	12,000	12,000
00-3678			
LEASE	10	0	0
00-3680			
CORPORATE & PRIVATE DONATIONS	0	15,000	0
00-3683			
LEASE-YMCA	3,000	3,000	0
Sub-Total	6,010	32,550	14,550
Refunds & Recoveries			
00-3701			
INSURANCE RECOVERIES	51,087	35,750	15,000
00-3702			
LIBRARY	17,988	18,000	18,000
00-3703			
DEMOLITION	9,544	10,000	0
00-3705			
MOWING	21,559	6,000	10,000
00-3706			
OTHER	155,177	70,000	75,000
00-3812			
HOUSING ADMINISTRATION	285,460	286,468	285,601
Sub-Total	540,816	426,218	403,601

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
Other Services			
00-3800			
LEASE-T MOBILE WATER TOWER	20,259	19,500	19,500
00-3801			
TERRELL POLICE DEPARTMENT	9,779	4,000	8,000
00-3802			
TERRELL ISD ELECTION CHARGES	2,775	0	5,000
00-3803			
KAUFMAN COUNTY/LIBRARY	75,625	58,750	47,600
00-3807			
LEASE - ETMC	7,280	6,720	6,720
00-3816			
TANGER GRANT / POLICE DEPT	250	500	0
00-3818			
OTHER	8,849	1,700	9,000
00-3826			
R.C. HULSEY DONATION	0	50,000	0
00-3827			
PAULINE ALLEN GILL GRANT	0	500,000	0
00-3835			
TEXAS LOAN STAR LIBRARY GRANT	9,100	11,368	0
00-3836			
LEASE-TERRELL HERITAGE SOCIETY	120	110	110
00-3839			
PROCEEDS FIRST STATE BANK	0	0	0
00-3845			
SECTION 8 INSPECTION FEES	20,070	15,000	20,000
00-3888			
GRANTS /FEDERAL	0	0	0
00-3899			
GRANTS/COMPROLLER	0	1,500	0
	Sub-Total	154,107	669,148
		115,930	

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
	Inter-Governmental Transfers			
00-3708				
	TRANSFER IN POOL REPAIRS	0	90,000	0
00-3713				
	TRANSFER IN UTILITY AUTOMATION	75,000	75,000	75,000
00-3714				
	TRANSFER IN HOTEL OCCUPANCY TAX	0	17,000	17,000
00-3719				
	TRANSFER IN CLOSE DEVELOPMENT INCEN	116,890	0	0
00-3722				
	TRANSFER IN UTILITY DEBT OBLIGATION RE	0	427,177	299,928
00-3831				
	TRANSFER IN UTILITY 020904497	250,000	482,336	482,336
	Sub-Total	441,890	1,091,513	874,264
	Revenue Total	15,512,954	16,200,000	15,101,434

EXPENDITURES



Legislative

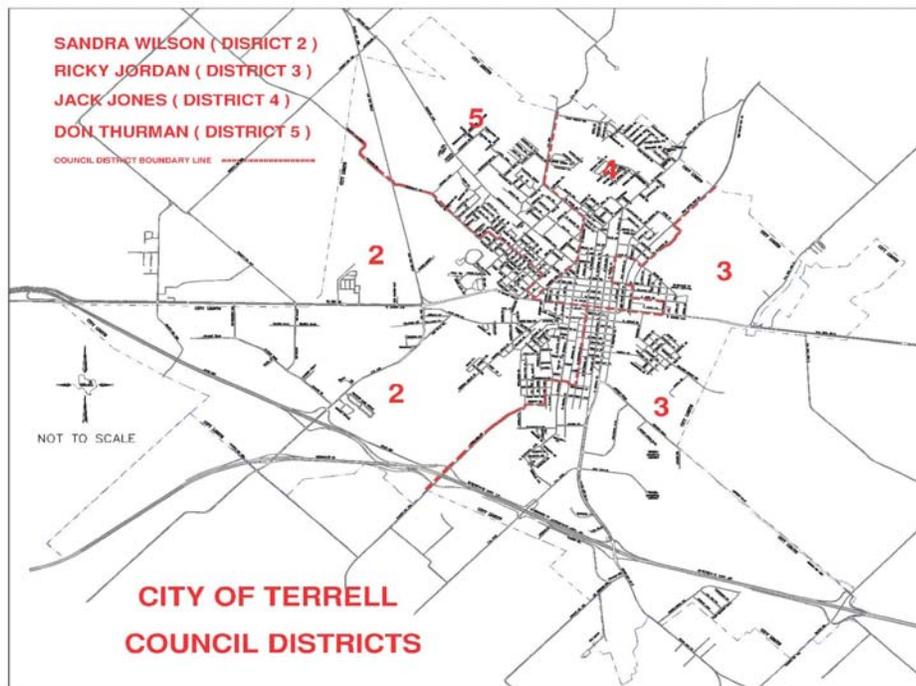
Mission Statement

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

Description

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

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





**Mayor
Hal Richards**



**District 5
Council Member Don Thurman
Don Thurman**



**District 3
Deputy Mayor Pro Tem
Ricky Jordan**



**District 4
Mayor Pro Tem
Jack Jones**



**District 2
Council Member
Sandra Wilson**

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
11 LEGISLATIVE			
Personnel Services			
11-4112			
WORKMENS COMP	175	133	206
Sub-Total	175	133	206
Supplies			
11-4201			
OFFICE SUPPLIES	2,334	1,100	1,100
11-4204			
PRINTING	1,726	1,800	1,500
11-4211			
FOOD & CONCESSION SUPPLIES	5,018	320	100
11-4212			
ELECTION SUPPLIES	6,231	5,800	5,200
Sub-Total	15,309	9,020	7,900
Contractual/Services			
11-4401			
AUDIT	34,000	40,000	45,000
11-4402			
MEMBERSHIP & DUES	4,903	5,950	0
11-4403			
ADVERTISING	5,418	0	0
11-4404			
CONSULTANT FEES & SERVICES	61,410	65,000	40,000
11-4408			
AUTOZONE CHP 380 REBATE	366,721	265,855	275,000
11-4409			
AD VALOREM TAX	3,386	3,340	3,350
11-4410			
TERRELL CITIZEN UNIVERSITY	5,721	2,500	2,500
11-4417			
LAND LEASE PAYMENTS	950	1,500	1,000
11-4418			
TRAVEL & EDUCATION	13,929	10,000	0
11-4419			
TRAINING & PUBLICATIONS	396	50	0
11-4422			
OTHER SERVICES	305	0	0
11-4423			
HOUSING ASSISTANCE PROGRAM	0	165,000	0
11-4491			
1ST TIME HOMEBUYER MATCH FUND	64,000	0	0
11-4492			
KART	10,000	0	0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
11-4493				
	MANAGEABLE LIFESTYLES INC	5,000	2,000	0
11-4498				
	CONTINGENCY FUND	20,231	0	125,000
11-4587				
	TERRELL ECONOMIC DEVELOPMENT	1,687,814	1,683,252	1,650,000
	Sub-Total	2,284,183	2,244,447	2,141,850
	Capital			
11-4505				
	ACQUISITION OF PROPERTY	0	0	0
11-4507				
	CHRISTMAS DECORATIONS	4,370	2,050	0
	Sub-Total	4,370	2,050	0
	Department Total	2,304,037	2,255,650	2,149,956

Administration

Mission Statement

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

Description

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

Manpower Summary

City Manager	1.0
Assistant City Manager	1.0
Executive Secretary	1.0
Administrative Clerk	1.0
VOE Student	0.0
Intern	0.0

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
12 ADMINISTRATION			
Personnel			
12-4101			
SUPERVISION	277,078	278,944	267,246
12-4102			
CLERICAL	81,783	81,715	78,407
12-4103			
LABOR	4,616	0	0
12-4104			
TEMPORARY	12,645	0	0
12-4105			
OVERTIME	185	0	0
	Sub-Total	376,308	360,659
Personnel Services			
12-4110			
SOCIAL SECURITY	26,017	27,590	26,442
12-4111			
T M R S	48,761	54,099	55,857
12-4112			
WORKMENS COMP	1,573	1,193	1,850
12-4114			
GROUP HEALTH & DENTAL INS	34,806	37,717	37,604
	Sub-Total	111,158	120,599
Supplies			
12-4201			
OFFICE SUPPLIES	2,337	2,500	2,500
12-4290			
OTHER SUPPLIES	570	0	0
	Sub-Total	2,907	2,500
Contractual/Services			
12-4402			
MEMBERSHIP & DUES	3,990	3,350	0
12-4411			
COMMUNICATIONS	9,765	8,500	6,000
12-4415			
INSURANCE	72,982	150,000	125,000
12-4418			
TRAVEL & EDUCATION	6,141	1,000	0
12-4419			
TRAINING & PUBLICATION	636	50	0
12-4424			
TAX COLLECTION CONTRACT (R)	85,103	83,000	89,000
12-4450			
EQUIPMENT RENTAL (R)	12,650	2,125	2,125
	Sub-Total	191,267	248,025
	Department Total	681,640	692,031

Animal Control

Mission Statement

Animal Control's mission is to work with the citizens of Terrell in keeping our city safe and healthy by timely enforcement of city ordinances as they pertain to the control and keeping of animals within the city limits of Terrell.

Description

The Animal Shelter is the responsibility of the Police Department. The purpose of the shelter is the protection of animals, enforcement of city ordinances and to ensure animals are licensed and provided with required vaccinations.

Manpower Summary

Administrative Clerk	1.0
Animal Control Officer	2.0

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
13 ANIMAL CONTROL			
Personnel			
13-4102			
CLERICAL	28,988	29,383	28,215
13-4103			
LABOR	69,690	68,257	65,506
13-4105			
OVERTIME	661	3,000	1,500
Sub-Total	99,339	100,640	95,221
Personnel Services			
13-4110			
SOCIAL SECURITY	7,459	7,699	7,284
13-4111			
T M R S	13,361	15,096	15,388
13-4112			
WORKMENS COMP	1,569	1,193	1,850
13-4114			
GROUP HEALTH & DENTAL INS	25,448	26,991	26,962
Sub-Total	47,837	50,979	51,484
Supplies			
13-4201			
OFFICE SUPPLIES	3,282	1,100	600
13-4206			
MINOR TOOLS & APPARATUS	1,603	2,000	1,300
13-4211			
FOOD AND OR CONCESSION SUPPLIE	133	200	150
13-4221			
UNIFORM PURCHASES	340	500	250
Sub-Total	5,358	3,800	2,300
Maintenance			
13-4306			
MAINTENANCE TRAPS	0	250	250
Sub-Total	0	250	250
Contractual/Services			
13-4411			
COMMUNICATIONS	4,455	3,750	3,750
13-4418			
TRAVEL & EDUCATION	0	1,000	250
13-4430			
UTILITIES	1,482	2,300	2,000
13-4450			
EQUIPMENT RENTAL(R)	15,180	2,550	5,100
Sub-Total	21,117	9,600	11,100
Department Total	173,651	165,269	160,355

Information Technology

The Information Technology mission is to provide innovative, timely, cost-effective and accessible technology in computing, media and network services to enable city government to effectively meet their goals in servicing the citizens. To accomplish this mission, the Information Technology department under the direction of the City Secretary Finance Director works collaboratively with all staff throughout city government to provide technological leadership which emphasizes empowerment of the individual through the use of technology.

Information Technology is entrusted with the fundamental responsibility to provide strategic planning and technical direction in the integration of varied new and existing information technologies, to enrich the overall function of city government, and to provide leadership in the efficient and effective use of a vital city resource - information.

Manpower Summary

Help Desk Technician	0.0
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General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
14 INFORMATION TECHNOLOGY				
Personnel				
14-4103				
	LABOR	38,112	14,297	0
14-4105				
	OVERTIME	953	108	0
	Sub-Total	39,065	14,405	0
Personnel Services				
14-4110				
	SOCIAL SECURTY	2,955	1,102	0
14-4111				
	TMRS	5,271	2,161	0
14-4112				
	WORKERS COMP	554	421	0
14-4114				
	GROUP HEALTH & DENTAL	8,390	3,586	0
	Sub-Total	17,170	7,270	0
Supplies				
14-4201				
	OFFICE SUPPLIES	538	300	0
	Sub-Total	538	300	0
Maintenance				
14-4304				
	AUTOMATED EQUIP MAINT GENERAL	233,019	115,000	100,000
14-4305				
	AUTOMATED EQUIP MAINT UTILITY	33,117	10,000	10,000
14-4306				
	GENERAL FUND SOFTWARE MAINTENANCE	80,681	90,000	100,000
14-4307				
	UTILITY FUND SOFTWARE MAINTENANCE	12,052	15,000	25,000
14-4308				
	EQUIPMENT FUND SOFTWARE MAINTANANCE	0	0	0
14-4311				
	TECHNOLOGY	34,150	9,000	0
	Sub-Total	393,019	239,000	235,000
Contractual/Services				
14-4404				
	CONSULTANT FEES & SERVICES	1,500	0	0
14-4411				
	COMMUNICATIONS	4,371	4,100	0
14-4418				
	TRAVEL & EDUCATION	158	0	0
14-4419				
	TRAINING & PUBLICATIONS	149	0	0
14-4440				
	CONTRACT LABOR	38,080	60,000	30,000

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
14-4450			
EQUIPMENT RENTAL (R)	5,060	850	850
Sub-Total	49,318	64,950	30,850
Department Total	499,109	325,925	265,850

Legal

Mission Statement

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

Description

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

Manpower Summary

City Attorney (Retainer)	1.0
Assistant City Attorney	1.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
15 LEGAL				
	Contractual/Services			
15-4404				
	CONSULTANT FEES & SERVICES	152,017	50,000	100,000
15-4405				
	ATTORNEY FEES	167,986	110,000	100,000
15-4418				
	TRAVEL & EDUCATION	759	0	0
15-4419				
	TRAINING & PUBLICATION	6,470	4,176	0
15-4490				
	OTHER SERVICES	0	0	0
	Sub-Total	327,233	164,176	200,000
	Department Total	327,233	164,176	200,000

Municipal Building Maintenance

Mission Statement

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

Description

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

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

Manpower Summary

Building Maintenance Worker	1.0
Building Maintenance (Urban League)	0.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
16 MUNICIPAL BUILDING				
Personnel				
16-4103				
	LABOR	63,481	35,137	30,661
16-4104				
	TEMPORARY	28,223	27,744	0
16-4105				
	OVERTIME	149	400	0
	Sub-Total	91,853	63,281	30,661
Personnel Services				
16-4110				
	SOCIAL SECURITY	6,909	4,841	2,346
16-4111				
	T M R S	8,505	5,331	4,955
16-4112				
	WORKMENS COMP	3,969	3,010	4,667
16-4114				
	GROUP HEALTH & DENTAL INS	16,966	9,712	8,578
	Sub-Total	36,348	22,894	20,546
Supplies				
16-4201				
	OFFICE SUPPLIES	9,702	6,000	6,000
16-4206				
	MINOR TOOLS & APPARATUS	210	100	100
16-4214				
	POSTAGE	36,247	30,000	31,500
16-4220				
	UNIFORM RENTAL & LAUNDRY	2,296	800	800
16-4290				
	OTHER SUPPLIES	0	0	0
	Sub-Total	48,455	36,900	38,400
Maintenance				
16-4302				
	FURNITURE & FIXTURES	1,850	510	0
16-4320				
	BUILDINGS	101,734	75,000	50,000
16-4322				
	CARNEGIE BUILDING (R)	1,025	0	0
	Sub-Total	104,610	75,510	50,000
Contractual/Services				
16-4411				
	COMMUNICATIONS	3,977	3,600	3,600
16-4430				
	UTILITIES	275,263	270,000	275,000

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
16-4450				
	EQUIPMENT RENTAL(R)	5,060	850	850
	Sub-Total	284,300	274,450	279,450
	Capital			
16-4508				
	REPLACE FENCE AT YMCA BUILDING	0	0	0
	Sub-Total	0	0	0
	Department Total	565,565	473,035	419,057

Municipal Court

Mission Statement

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

Description

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

Manpower Summary

Judge of the Municipal Court	0.5
Associate Judge of the Municipal Court	0.5
Administrative Clerk	1.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
17 MUNICIPAL COURT				
Personnel				
17-4102				
	CLERICAL	58,609	60,207	28,215
17-4104				
	TEMPORARY	3,950	0	0
17-4105				
	OVERTIME	278	1,000	1,000
	Sub-Total	62,837	61,207	29,215
Personnel Services				
17-4110				
	SOCIAL SECURITY	4,759	4,682	2,235
17-4111				
	T M R S	7,927	9,181	4,721
17-4112				
	WORKMENS COMP	213	161	250
17-4114				
	GROUP HEALTH & DENTAL INS	16,784	17,958	8,965
	Sub-Total	29,682	31,982	16,171
Supplies				
17-4201				
	OFFICE SUPPLIES	1,246	1,200	1,800
17-4204				
	PRINTING	257	300	250
	Sub-Total	1,503	1,500	2,050
Contractual/Services				
17-4402				
	MEMBERSHIP & DUES	175	0	0
17-4411				
	COMMUNICATIONS	3,698	3,000	3,000
17-4418				
	TRAVEL & EDUCATION	1,746	210	360
17-4440				
	CONTRACT LABOR	28,001	30,000	30,000
17-4452				
	JURY SERVICES	204	200	200
	Sub-Total	33,824	33,410	33,560
	Department Total	127,847	128,099	80,996

Municipal Development

Mission Statement

To provide the development community, business owners and citizens of Terrell with the highest level of customer service and the best possible protection of life, health and property and to help the community promote neighborhood revitalization and safe and solid growth in housing, jobs and business.

Description

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

Manpower Summary

Director of Municipal Development	1.0
Building Inspector	1.0
Housing Inspector	1.0
Code Enforcement Officer	3.0
Administrative Clerk	2.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
20 MUNICIPAL DEVELOPMENT				
Personnel				
20-4101				
	SUPERVISION	147,527	148,655	142,490
20-4102				
	CLERICAL	58,409	58,767	56,430
20-4103				
	LABOR	150,866	154,919	152,375
	Sub-Total	356,803	362,341	351,295
Personnel Services				
20-4110				
	SOCIAL SECURITY	26,467	27,719	26,874
20-4111				
	T M R S	48,059	54,351	56,769
20-4112				
	WORKMENS COMP	3,113	2,361	3,660
20-4114				
	GROUP HEALTH & DENTAL INS	67,893	72,741	72,658
	Sub-Total	145,532	157,172	159,961
Supplies				
20-4201				
	OFFICE SUPPLIES	2,497	2,100	1,100
20-4204				
	PRINTING	260	350	350
20-4206				
	MINOR TOOLS	32	100	50
20-4220				
	UNIFORM RENTAL & LAUNDRY	3,231	3,700	3,000
	Sub-Total	6,020	6,250	4,500
Contractual/Services				
20-4402				
	MEMBERSHIP & DUES	1,191	1,200	0
20-4403				
	ADVERTISING	4,304	1,750	1,750
20-4407				
	RECORDING	5,303	6,000	4,000
20-4411				
	COMMUNICATIONS	10,185	6,075	6,075
20-4418				
	TRAVEL & EDUCATION	2,238	1,700	0
20-4419				
	TRAINING & PUBLICATION	197	0	0
20-4440				
	CONTRACT LABOR	60,378	40,000	40,000

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
20-4450			
EQUIPMENT RENTAL(R)	20,240	3,401	5,805
20-4480			
STRUCTURES DEMOLITION&CLEAN UP	41,397	1,000	23,543
Sub-Total	145,433	61,126	81,173
Department Total	653,789	586,889	596,929

Engineering

Mission Statement

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

Description

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

Manpower Summary

City Engineer	1.0
Technician	3.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
21 ENGINEERING				
Personnel				
21-4101				
	SUPERVISION	102,142	102,368	98,126
21-4103				
	LABOR	146,977	145,102	139,172
	Sub-Total	249,120	247,470	237,298
Personnel Services				
21-4110				
	SOCIAL SECURITY	18,734	18,931	18,153
21-4111				
	T M R S	33,509	37,121	38,347
21-4112				
	WORKMENS COMP	1,318	1,000	1,550
21-4114				
	GROUP HEALTH & DENTAL INS	34,491	36,868	36,792
	Sub-Total	88,052	93,920	94,842
Supplies				
21-4201				
	OFFICE SUPPLIES	3,068	2,000	2,000
21-4206				
	MINOR TOOLS & APPARATUS	1,092	250	250
	Sub-Total	4,160	2,250	2,250
Contractual/Services				
21-4402				
	MEMBERSHIP & DUES	857	250	0
21-4403				
	ADVERTISING	0	0	0
21-4404				
	CONSULTANT FEES & SERVICES	18,080	8,000	10,000
21-4407				
	RECORDING	0	0	0
21-4411				
	COMMUNICATIONS	7,812	3,900	3,600
21-4418				
	TRAVEL & EDUCATION	1,159	600	0
21-4419				
	TRAINING & PUBLICATION	251	0	0
21-4450				
	EQUIPMENT RENTAL(R)	15,180	2,550	2,550
	Sub-Total	43,339	15,300	16,150
Capital				
21-4505				
	UPDATED CONTOUR MAP / NCTCOG	0	0	0
21-4509				
	SCANNER	0	0	0

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
21-4511			
WASTEWATER SYS FEASIBILITY STUDY	0	0	0
Sub-Total	0	0	0
Department Total	384,670	358,940	350,540

Streets

Mission Statement

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

Description

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

Manpower Summary

Superintendent	1.0
Foreman	1.0
Crew Leader	1.0
Equipment Operator	2.0
Maintenance	4.0
Administrative Secretary	1.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
22 STREET				
	Personnel			
22-4101				
	SUPERVISION	107,832	107,914	103,483
22-4102				
	CLERICAL	38,542	38,480	36,927
22-4103				
	LABOR	209,525	220,945	158,284
22-4104				
	TEMPORARY	0	0	0
22-4105				
	OVERTIME	14,524	15,000	20,000
	Sub-Total	370,424	382,339	318,694
	Personnel Services			
22-4110				
	SOCIAL SECURITY	27,656	29,249	24,380
22-4111				
	T M R S	49,592	57,351	51,501
22-4112				
	WORKMENS COMP	27,554	20,898	32,400
22-4114				
	GROUP HEALTH & DENTAL INS	84,440	87,855	72,264
	Sub-Total	189,242	195,353	180,545
	Supplies			
22-4201				
	OFFICE & MISC SUPPLIES	2,868	1,500	1,500
22-4204				
	PRINTING	0	0	0
22-4206				
	MINOR TOOLS & APPARATUS	4,329	3,000	3,000
22-4211				
	FOOD AND OR CONCESSION SUPPLIE	528	0	0
22-4220				
	UNIFORM RENTAL & LAUNDRY	6,117	5,000	5,000
22-4223				
	PROTECTIVE CLOTHING	2,505	2,010	2,000
22-4240				
	CHEMICALS	9,755	5,000	5,000
22-4260				
	CONCRETE	1,689	1,500	1,050
22-4261				
	CONCRETE CULVERTS	1,604	2,000	2,450
22-4270				
	ROCK	7,967	8,000	9,000

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
22-4271				
	ASPHALT	19,857	20,000	25,000
22-4272				
	DIRT	84	300	850
22-4273				
	SAND	386	500	1,450
22-4280				
	SIGN MAINTENANCE	17,576	13,000	15,000
22-4290				
	OTHER SUPPLIES	0	0	0
	Sub-Total	75,267	61,810	71,300
	Maintenance			
22-4339				
	D/T STREET LIGHT-FIXTURES	242	500	500
22-4340				
	STREETS/MAINTENANCE/CONTRACTS	743	0	0
22-4390				
	MISCELLANEOUS MAINTENANCE	0	0	0
	Sub-Total	985	500	500
	Contractual/Services			
22-4402				
	MEMBERSHIP & DUES	343	0	0
22-4403				
	ADVERTISING	0	0	250
22-4411				
	COMMUNICATIONS	8,485	7,500	7,500
22-4412				
	GREEN RIBBON PROGRAM	14,943	0	0
22-4414				
	EQUIPMENT RENTAL OTHER	2,861	1,750	1,750
22-4417				
	LAND LEASE PAYMENTS	0	5,469	5,469
22-4418				
	TRAVEL & EDUCATION	122	450	0
22-4419				
	TRAINING & PUBLICATION	88	0	0
22-4440				
	CONTRACT LABOR	5,187	1,500	2,000
22-4450				
	EQUIPMENT RENTAL(R)	177,100	29,756	59,260
	Sub-Total	209,128	46,425	76,229
	Department Total	845,046	686,427	647,268

Special Projects

Mission Statement

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

Description

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

Manpower Summary

Foreman	1.0
Crew Chief	1.0
Equipment Operator	1.0
Maintenance Worker	2.0
Temporary	0.0

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
23 SPECIAL PROJECTS			
Personnel			
23-4101			
SUPERVISION	87,989	87,791	84,315
23-4103			
LABOR	95,487	81,197	55,566
23-4104			
TEMPORARY	32,888	0	0
23-4105			
OVERTIME	4,056	6,000	6,000
	Sub-Total	174,988	145,881
Personnel Services			
23-4110			
SOCIAL SECURITY	16,382	13,387	11,160
23-4111			
TMRS	24,913	26,248	23,574
23-4112			
WORKMENS COMP	6,347	4,814	7,463
23-4114			
GROUP HEALTH & DENTAL INS	42,543	42,603	36,061
	Sub-Total	87,052	78,258
Supplies			
23-4201			
OFFICE & MISC SUPPLIES	2,262	1,000	1,000
23-4206			
MINOR TOOLS & APPRATUS	3,828	1,500	2,000
23-4220			
UNIFORM RENTAL & LAUNDRY	3,520	3,000	3,000
23-4223			
PROTECTIVE CLOTHING	2,423	2,000	2,000
23-4240			
CHEMICALS	3,864	3,500	3,000
	Sub-Total	11,000	11,000
Maintenance			
23-4392			
GROUND/RIGHT OF WAY	3,436	2,000	2,000
	Sub-Total	2,000	2,000
Contractual/Services			
23-4402			
MEMBERSHIP & DUES	0	100	0
23-4411			
COMMUNICATIONS	5,855	4,125	4,125
23-4414			
EQUIPMENT RENTAL - OTHER	10,039	0	0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
23-4417				
	LAND LEASE PAYMENTS	0	2,734	2,734
23-4418				
	TRAVEL & EDUCATION	399	1,000	0
23-4450				
	EQUIPMENT RENTAL (R)	88,550	14,878	58,550
	Sub-Total	104,843	22,837	65,409
	Department Total	434,781	297,877	302,548

Sanitation

Mission Statement

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

Description

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

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
25 SANITATION				
	Contractual/Services			
25-4492				
	CONTRACT FOR REFUSE COLLECTION	464,358	475,000	475,000
25-4493				
	CONTAINER SERVICE	50,886	50,000	50,000
25-4495				
	KAUFMAN COUNTY SOLID WASTE MANAGE	18,000	18,000	18,000
	Sub-Total	533,244	543,000	543,000
	Department Total	533,244	543,000	543,000

Parks

Mission Statement

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

Description

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

Manpower Summary:

Foreman	1.0
Crew Leader	1.0
Equipment Operator	2.0
Maintenance Worker	2.0
Part Time	0.0
VOE Student	0.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
26 PARKS				
	Personnel			
26-4101				
	SUPERVISION	55,941	55,169	52,916
26-4103				
	LABOR	166,893	166,663	157,827
26-4104				
	TEMPORARY	14,624	22,542	0
26-4105				
	OVERTIME	13,609	15,000	15,000
	Sub-Total	251,067	259,374	225,743
	Personnel Services			
26-4110				
	SOCIAL SECURITY	18,660	19,842	17,269
26-4111				
	T M R S	31,024	35,525	36,480
26-4112				
	WORKMENS COMP	11,141	8,450	13,100
26-4114				
	GROUP HEALTH & DENTAL INS	50,915	54,182	54,098
	Sub-Total	111,740	117,999	120,947
	Supplies			
26-4201				
	OFFICE SUPPLIES	2,685	1,500	1,500
26-4206				
	MINOR TOOLS & APPARATUS	2,667	2,000	2,000
26-4211				
	FOOD & CONCESSION SUPPLIES	5	0	0
26-4220				
	UNIFORM RENTAL & LAUNDRY	4,414	3,900	3,900
26-4223				
	PROTECTIVE CLOTHING	748	500	500
26-4240				
	CHEMICALS	1,250	600	750
26-4272				
	DIRT	897	500	1,000
26-4273				
	SAND	406	250	250
	Sub-Total	13,072	9,250	9,900
	Maintenance			
26-4305				
	OUTSIDE FURNITURE & FIXTURES	750	200	375
26-4320				
	BUILDINGS	1,779	1,200	1,250
26-4321				
	ATHLETIC FIELDS	16,245	12,000	14,000

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
26-4323			
PARK STRUCTURE MAINTENANCE	5,748	3,200	3,600
26-4391			
TENNIS COURT	1,853	950	950
	Sub-Total	17,550	20,175
	Contractual/Services		
26-4402			
MEMBERSHIP & DUES	530	100	0
26-4411			
COMMUNICATIONS	4,578	3,525	3,525
26-4414			
EQUIPMENT RENTAL	1,115	1,000	1,250
26-4418			
TRAVEL & EDUCATION	10	0	0
26-4419			
TRAINING & PUBLICATION	0	0	0
26-4430			
UTILITIES	0	0	0
26-4450			
EQUIPMENT RENTAL(R)	55,660	9,352	35,660
26-4470			
LANDSCAPE SERVICES	3,079	1,000	1,600
26-4480			
PARK MEMORIALS	118	0	500
26-4495			
SUMMER RECREATION PROGRAMS	9,200	0	0
	Sub-Total	14,977	42,535
	Capital		
26-4502			
LAND IMPROVEMENTS (TSH PROPERTY)	0	0	0
26-4503			
PAULINE ALLEN GILL FOUNDATION GRANT	0	500,000	0
26-4504			
STALLINGS PARK IMPROVEMENTS	0	0	0
26-4507			
DOWNTOWN PARK	0	0	0
26-4508			
BACK FLOW PREVENTERS	0	0	0
26-4515			
PARK IMPROVEMENT	12,394	0	0
26-4520			
R.C. HULSEY DONATION FOR FENCE	0	50,000	0
	Sub-Total	550,000	0
	Department Total	488,938	419,300

Swimming Pool

Mission Statement

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

Description

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

Manpower Summary

Manager	1.0
Assistant Manager	1.0
Lifeguards	12.0
Maintenance	1.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
27 POOLS				
	Personnel			
27-4101				
	SUPERVISION	9,284	11,000	11,000
27-4103				
	LABOR	28,645	60,000	60,000
	Sub-Total	37,929	71,000	71,000
	Personnel Services			
27-4110				
	SOCIAL SECURITY	2,902	4,055	4,055
27-4112				
	WORKMENS COMP	1,284	974	1,510
	Sub-Total	4,186	5,029	5,565
	Supplies			
27-4201				
	OFFICE SUPPLIES	693	350	350
27-4206				
	MINOR TOOLS & APPARATUS	0	100	100
27-4221				
	UNIFORMS PURCHASE	985	800	400
27-4240				
	CHEMICALS	16,219	16,600	15,000
	Sub-Total	17,897	17,850	15,850
	Maintenance			
27-4322				
	SWIMMING POOL	9,577	1,500	1,500
	Sub-Total	9,577	1,500	1,500
	Contractual/Services			
27-4411				
	COMMUNICATIONS	0	525	525
	Sub-Total	0	525	525
	Capital			
27-4509				
	POOL REPAIRS	0	102,000	0
	Sub-Total	0	102,000	0
	Department Total	69,589	197,904	94,440

Street Lighting

Mission Statement

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

Description

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

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
28	STREET LIGHTING			
	Maintenance			
28-4433				
	LIGHT & POWER	283,505	285,000	285,000
	Sub-Total	283,505	285,000	285,000
	Department Total	283,505	285,000	285,000

Terrell Police Department

Mission Statement

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

Our Philosophy

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

Core Values

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

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

Terrell Police Department

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

Manpower Summary

Chief of Police	1.0
Assistant Chief of Police	0.0
Captain	3.0
Sergeant	5.0
Corporal	6.0
Patrol Officer	21.0
Administrative Secretary	1.0
Community Service Officer	5.0
Forensic Technician	1.0
Dispatcher	9.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
32	POLICE			
	Personnel			
32-4101				
	SUPERVISION	368,014	303,674	317,414
32-4102				
	CLERICAL	304,101	312,603	330,556
32-4103				
	LABOR	1,904,703	1,786,525	1,903,542
32-4105				
	OVERTIME	76,946	95,000	90,000
32-4106				
	STAND BY/STEP-UP	-2,271	7,800	7,800
	Sub-Total	2,651,494	2,505,601	2,649,312
	Personnel Services			
32-4110				
	SOCIAL SECURITY	191,127	209,220	201,907
32-4111				
	T M R S	355,068	410,235	426,513
32-4112				
	WORKMENS COMP	84,449	64,049	99,300
32-4114				
	GROUP HEALTH & DENTAL INS	466,155	492,403	474,291
	Sub-Total	1,096,798	1,175,907	1,202,011
	Supplies			
32-4201				
	OFFICE SUPPLIES	15,225	10,000	10,000
32-4204				
	PRINTING	867	1,800	1,800
32-4206				
	MINOR TOOLS & APPARATUS	2,682	10,000	10,000
32-4211				
	FOOD & CONCESSION SUPPLIES	5,072	4,500	6,500
32-4213				
	AMMUNITION	7,347	9,500	13,000
32-4220				
	UNIFORM RENTAL & LAUNDRY	0	2,000	2,000
32-4221				
	UNIFORM PURCHASES	15,517	20,000	20,000
32-4222				
	CLOTHING ALLOWANCE	5,775	5,000	5,000
32-4223				
	PROTECTIVE CLOTHING	4,526	2,000	3,500
32-4225				
	VEHICLE ALLOWANCE	2,000	1,000	0
	Sub-Total	59,012	65,800	71,800

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
	Maintenance			
32-4301				
	OFFICE EQUIPMENT	976	500	600
32-4303				
	INSTRUMENTS & APPARATUS	3,122	1,000	2,750
	Sub-Total	4,098	1,500	3,350
	Contractual/Services			
32-4402				
	MEMBERSHIP & DUES	985	1,500	1,800
32-4403				
	ADVERTISING	0	700	1,500
32-4411				
	COMMUNICATIONS	44,082	41,000	41,000
32-4414				
	EQUIPMENT RENTAL - OTHER	1,005	850	850
32-4418				
	TRAVEL & EDUCATION	24,991	20,000	20,000
32-4419				
	TRAINING & PUBLICATION	409	1,510	1,556
32-4420				
	LAB SERVICES	11,196	10,000	12,000
32-4423				
	JAIL LAUNDRY SERVICE	4,145	6,500	6,500
32-4425				
	POLICE AUXILARY FORCE	11,716	7,000	6,500
32-4440				
	CONTRACT LABOR	3,025	3,000	3,000
32-4450				
	EQUIPMENT RENTAL(R)	177,100	29,756	137,000
32-4458				
	CITIZENS POLICE ACADEMY	1,942	750	0
32-4464				
	C & CI BUY MONEY	8,736	12,000	12,000
	Sub-Total	289,333	134,566	243,706
	Capital			
32-4528				
	DEBT SERVICE - RMS & CAD SOFTWARE	0	0	0
	Sub-Total	0	0	0
	Department Total	4,100,736	3,883,374	4,170,179

Terrell Fire Department

Mission Statement

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

Description

To complete our mission, the Terrell Fire Department continually trains on the latest information and tactics to provide our customers with the best possible fire suppression and emergency medical service available. The Terrell Fire Department also offers plan review, annual safety inspections of the businesses in our community and fire prevention education programs.

Manpower Summary

Fire Chief	1.0
Fire Marshal	1.0
Captain	3.0
Driver Engineer	6.0
Fire Fighter	12.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
33 FIRE				
	Personnel			
33-4101				
	SUPERVISION	283,154	285,907	280,021
33-4103				
	LABOR	1,007,241	1,007,548	989,579
33-4105				
	OVERTIME	44,753	45,000	55,000
33-4106				
	STANDBY / STEP-UP	0	0	2,000
	Sub-Total	1,335,148	1,338,455	1,326,600
	Personnel Services			
33-4110				
	SOCIAL SECURITY	100,225	102,545	101,486
33-4111				
	T M R S	178,898	201,068	214,379
33-4112				
	WORKMENS COMP	36,697	27,832	43,150
33-4114				
	GROUP HEALTH & DENTAL INS	197,342	211,020	210,840
	Sub-Total	513,162	542,465	569,855
	Supplies			
33-4201				
	OFFICE SUPPLIES	3,556	1,500	1,500
33-4204				
	PRINTING	91	100	125
33-4206				
	MINOR TOOLS & APPARATUS	2,675	3,000	3,000
33-4221				
	UNIFORMS PURCHASE	10,732	9,000	10,000
33-4223				
	PROTECTIVE CLOTHING	17,143	15,000	20,000
33-4240				
	CHEMICALS	132	250	350
	Sub-Total	34,329	28,850	34,975
	Maintenance			
33-4303				
	INSTRUMENTS & APPRATUS	36,904	22,500	22,500
33-4350				
	VEHICLE MAINTENANCE	53,728	10,000	10,000
	Sub-Total	90,632	32,500	32,500
	Contractual/Services			
33-4402				
	MEMBERSHIP & DUES	2,726	2,000	2,500
33-4404				
	CONSULTANT FEES & SERVICES	11,000	12,000	12,000

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
33-4411				
	COMMUNICATIONS	20,709	17,440	18,000
33-4418				
	TRAVEL & EDUCATION	4,903	2,160	3,000
33-4419				
	TRAINING & PUBLICATIONS	4,362	4,500	5,000
33-4420				
	COMMERCIAL LAB ANALYSIS	0	0	0
33-4426				
	VOLUNTEER FIREMEN-ACTIVE	36,000	36,000	35,000
33-4427				
	VOLUNTEER FIREMEN-RETIRED	11,948	13,000	13,000
33-4450				
	EQUIPMENT RENTAL(R)	18,975	3,188	8,975
	Sub-Total	110,623	90,288	97,475
	Capital			
33	NOTE PRINCIPAL-FIRE TRUCK	0	0	0
33	RADIO SYSTEM POLICE & FIRE	52,240	0	0
	Sub-Total	52,240	0	0
	Department Total	2,136,133	2,032,558	2,061,405

Riter C. Hulsey Public Library

Mission Statement

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

Description

The Hulsey Public Library is open 40 hours each week and features 24-hour web access to a catalog of over 60,000 items including books, videos, audiobooks, electronic resources, magazines, newspapers, pamphlets, microforms, historical and genealogical files, and games and puzzles as well as collections of over 1200 downloadable audiobooks and more than 28,000 e-books. In addition to lending materials, the library offers many other specialized services such as preschool story times and other youth activities, research and information services, public access computing, basic adult literacy and English as a second language instruction, genealogy research assistance, services to other target groups such as the elderly and vision-impaired individuals, and equipment for photocopying and producing die cuts.

Functions and Responsibilities

- Assess the needs of our community and determine the role of the library in meeting those needs.
- Provide a neutral and welcoming public environment.
- Select and acquire materials in a variety of formats to meet a variety of needs for a widely diverse population.
- Physically process these materials and create digital bibliographic and item records meeting established professional standards.
- Provide access to the library's digital catalog both in house and over the world wide web.
- Identify and remove items from the collection that have become obsolete or meet other criteria for withdrawal.
- Maintain and protect the collection by employing proper preservation strategies and professional techniques for repair of materials.
- Maximize patron access to the collection by maintaining proper order on the shelves and providing accurate signage.
- Operate an efficient and effective system for registering library patrons and for lending materials to those patrons, including special services such as remote access to patron accounts and reserves for circulating items.

Library: Con't.

- Offer free access to online databases of articles and research resources.
- Provide collections of downloadable audiobooks and e-books.
- Provide a wide variety of information in response to requests fielded in person, in writing, by phone and via e-mail.
- Provide information services to other city departments.
- Educate patrons in the use of the library and its resources.
- Provide assistance with genealogical research.
- Offer a variety of programs targeted to varying age groups, including thematic story times for preschoolers, summer reading clubs, literary discussion groups, and topical programs and performances for both children and adults.
- Offer public access computing including standard office applications, educational games, and Internet access.
- Produce topical bibliographies both on demand and for general distribution.
- Coordinate an adult basic literacy tutoring program.
- Provide instruction in English as a second language.
- Operate a “Books on Wheels” program to deliver library materials to customers in residential institutions.
- Conduct instructional tours and class visits for local educational institutions.
- Distribute tax and other forms, pamphlets, and flyers for government agencies and nonprofit organizations.
- Mount thematic and topical displays.
- On a limited basis provide meeting space for local groups.
- Provide equipment for photocopying, die cutting, and other special functions.
- Produce press releases and employ other marketing tools to promote library materials, programs, and services.
- Track and evaluate library usage.

Library: Con't.

Manpower Summary

Director	1.0
Assistant Director/Youth Services Librarian	1.0
Technician	5.0
Part Time Administrative Assistant	0.0
Part Time Clerk	0.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
34 LIBRARY				
Personnel				
Expenses				
34-4101				
	SUPERVISION	130,564	137,060	134,083
34-4102				
	CLERICAL	201,324	188,077	169,364
34-4104				
	TEMPORARY	14,174	20,808	0
	Sub-Total	346,062	345,945	303,447
Personnel Services				
34-4110				
	SOCIAL SECURITY	25,701	26,465	23,214
34-4111				
	T M R S	42,300	47,022	49,037
34-4112				
	WORKMENS COMP	1,284	974	1,510
34-4114				
	GROUP HEALTH & DENTAL INS	67,613	72,462	63,547
	Sub-Total	136,897	146,923	137,308
Supplies				
34-4201				
	OFFICE SUPPLIES	4,612	2,000	2,500
34-4214				
	POSTAGE	310	100	0
34-4226				
	CR-ROM DATABASES LICENSES	4,713	1,010	1,010
34-4227				
	AUDIO & VISUAL MATERIALS	9,118	2,000	2,500
34-4229				
	BOOKS & PERIODICALS	21,789	5,218	5,300
	Sub-Total	40,542	10,328	11,310
Contractual/Services				
34-4402				
	MEMBERSHIP & DUES	650	210	0
34-4404				
	CONSULTANT FEE & SERVICE	0	0	0
34-4410				
	INTERNET ISP	0	0	0
34-4411				
	COMMUNICATIONS	8,110	6,375	6,375
34-4414				
	EQUIPMENT RENTAL	4,699	2,500	2,500
34-4418				
	TRAVEL & EDUCATION	4,253	1,260	0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
34-4424				
	SPECIAL SERVICES	2,535	2,535	2,600
34-4440				
	CONTRACT LABOR	25,062	24,168	10,500
	Sub-Total	45,309	37,048	21,975
	Capital			
34-4502				
	DEBT SERVICE - POLARIS SYSTEM	0	0	0
	Sub-Total	0	0	0
	Department Total	568,811	540,244	474,040

Housing

Mission Statement

The Terrell Section 8 Rental Assistance Program seeks to provide improved living conditions for very-low-income families while maintaining their rental payments at an affordable level, promote freedom of housing choice and spatial deconcentration of very low-income and minority families, provide decent, safe and sanitary housing for eligible participants, provide an incentive to private property owners to rent to very low-income families by offering timely assistance payments and provide a comprehensive program designed to help people become self sufficient.

Description

The Section 8 Rental Assistance Program reaches out to families and owners to provide safe and decent housing for low income families by maintaining an eligibility and intake for waiting list and admission, consideration and determination of incomes, briefing and issuance of vouchers; housing quality standards and initial, annual, complaint, and quality control inspections, lease approval/contract execution/negotiations and termination or denial of assistance. Provides a family self-sufficiency program, committee, contract participation and monitoring of status.

Manpower Summary

Director	1.0
Administrative Clerk	3.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
35 HOUSING				
	Personnel			
35-4101				
	SUPERVISION	80,380	80,567	77,255
35-4102				
	CLERICAL	82,555	67,087	64,316
	Sub-Total	162,935	147,654	141,571
	Personnel Services			
35-4110				
	SOCIAL SECURITY	10,776	11,295	10,830
35-4111				
	T M R S	19,975	22,148	22,878
35-4112				
	WORKMENS COMP	717	544	843
35-4114				
	GROUP HEALTH & DENTAL INS	25,855	27,366	27,321
	Sub-Total	57,323	61,353	61,872
	Supplies			
35-4201				
	OFFICE & MISC SUPPLIES	7,445	5,000	5,000
35-4214				
	POSTAGE	36	60	60
	Sub-Total	7,481	5,060	5,060
	Maintenance			
35-4301				
	OFFICE EQUIPMENT	0	1,800	5,800
35-4304				
	AUTOMATED EQUIPMENT MAINTENANC	6,359	6,400	6,400
	Sub-Total	6,359	8,200	12,200
	Contractual/Services			
35-4401				
	AUDIT	0	3,000	3,000
35-4402				
	MEMBERSHIP & DUES	185	320	320
35-4403				
	ADVERTISING	0	350	350
35-4411				
	COMMUNICATIONS	5,047	5,800	5,800
35-4418				
	TRAVEL & EDUCATION	4,731	5,000	5,000
35-4419				
	TRAINING & PUBLICATION	654	0	0
35-4440				
	CONTRACT LABOR	17,253	28,000	28,000

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
35-4441				
	HOUSING INSPECTION	0	20,000	20,000
35-4450				
	EQUIPMENT RENTAL(R)	4,428	744	2,428
	Sub-Total	32,297	63,214	64,898
	Department Total	266,395	285,481	285,601

Landfill

Mission Statement

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

Description

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

Manpower Summary

Gate Keeper	0.0
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General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
37 LANDFILL				
	Personnel			
37-4104				
	TEMPORARY	7,588	6,936	0
	Sub-Total	7,588	6,936	0
	Personnel Services			
	Expenses			
37-4110				
	SOCIAL SECURITY	557	531	0
37-4112				
	WORKMENS COMP	554	421	0
	Sub-Total	1,111	952	0
	Supplies			
37-4201				
	OFFICE & MISC SUPPLIES	341	200	200
37-4211				
	FOOD & CONCESSION SUPPLIES	88	0	0
37-4220				
	UNIFORM RENTAL & LAUNDRY	0	100	100
	Sub-Total	429	300	300
	Maintenance			
37-4320				
	BUILDING / GROUND MAINT	3,157	1,500	1,500
	Sub-Total	3,157	1,500	1,500
	Contractual/Services			
37-4411				
	COMMUNICATIONS	500	375	375
37-4417				
	LAND LEASE PAYMENTS	4,300	4,300	4,300
37-4418				
	TRAVEL & EDUCATION	0	0	0
37-4460				
	RECYCLING	27,120	15,000	15,000
	Sub-Total	31,920	19,675	19,675
	Department Total	44,205	29,363	21,475

Human Resources

Mission Statement

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

Description

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

Manpower Summary

Director	1.0
Administrative Clerk	2.0

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
40 HUMAN RESOURCES/RECRUITMENT				
Personnel				
40-4101				
	SUPERVISION	93,042	92,992	89,151
40-4102				
	CLERICAL	58,291	57,036	54,756
	Sub-Total	151,333	150,028	143,907
Personnel Services				
40-4110				
	SOCIAL SECURITY	11,435	11,477	11,009
40-4111				
	T M R S	20,347	22,504	23,255
40-4112				
	WORKMENS COMP	417	316	490
40-4113				
	UNEMPLOYMENT BENEFITS	0	0	85,250
40-4114				
	GROUP HEALTH & DENTAL INS	25,686	27,384	27,338
40-4119				
	INSURANCE-RETIREEES	0	61,500	61,500
	Sub-Total	57,886	123,181	208,842
Supplies				
40-4201				
	OFFICE SUPPLIES	4,434	1,383	4,500
40-4204				
	PRINTING	362	500	500
40-4209				
	FIRST AID SUPPLIES	3,494	2,500	2,800
40-4211				
	FOOD & CONCESSION SUPPLIES	5,658	3,750	7,000
	Sub-Total	13,947	8,133	14,800
Contractual/Services				
40-4402				
	MEMBERSHIP & DUES	570	350	0
40-4403				
	ADVERTISING	6,211	4,000	6,000
40-4410				
	EVENTS	0	0	0
40-4411				
	COMMUNICATIONS	5,912	3,000	4,200
40-4418				
	TRAVEL & EDUCATION	3,937	1,000	0
40-4419				
	TRAINING & PUBLICATION	11,245	7,000	5,000
40-4454				
	EMPLOYEE DISABILITY INS.	69,009	48,000	48,000

General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
40-4460				
	PHYSICALS & MEDICAL EXPENSE	7,898	4,000	12,000
40-4461				
	EMPLOYEE ASSISTANCE SERVICES	7,000	6,000	6,000
40-4462				
	DRUG TESTING	1,395	1,500	2,500
	Sub-Total	113,175	74,850	83,700
	Department Total	336,341	356,192	451,249

Retail Recruitment

Mission Statement

The mission of the City of Terrell Marketing Center is to enhance the reputation and perception of the City of Terrell as a whole, and downtown in particular, with the aim of attracting new businesses and foster public understanding of the City of Terrell initiatives.

Description

The Retail Recruitment office is under the supervision of the City Manager's office. The purpose of the Marketing Center is to recruit retail business to locate here in Terrell, Texas. The office also communicates educational, informative, and responsive messages of the Mayor, City Council, and Staff to both internal staff and the public.

Manpower Summary

Retail Recruiter	0.0
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General Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
41 RETAIL RECRUITMENT				
Personnel				
41-4103				
	LABOR	61,223	11,217	0
41-4104				
	TEMPORARY	7,549	0	0
	Sub-Total	68,772	11,217	0
Personnel Services				
41-4110				
	SOCIAL SECURITY	5,187	858	0
41-4111				
	TMRS	8,023	1,683	0
41-4112				
	WORKMEN'S COMP	213	161	0
41-4114				
	GROUP HEALTH & DENTAL INS	14,320	1,009	0
	Sub-Total	27,743	3,711	0
Supplies				
41-4201				
	OFFICE SUPPLIES	465	500	0
41-4204				
	PRINTING	0	2,000	0
41-4211				
	FOOD AND/OR CONCESSION SUPPLIES	90	0	0
41-4225				
	VEHICLE ALLOWANCE	3,000	185	0
	Sub-Total	3,555	2,685	0
Maintenance				
41-4301				
	OFFICE EQUIPMENT	362	250	0
	Sub-Total	362	250	0
Contractual/Services				
41-4402				
	MEMEBERSHIP & DUES	1,228	420	0
41-4403				
	ADVERTISING	476	0	0
41-4411				
	COMMUNICATIONS	3,696	4,700	0
41-4417				
	LEASE OFFICE SPACE	10,450	6,650	0
41-4418				
	TRAVEL & EDUCATION	3,716	700	0
	Sub-Total	19,565	12,470	0
	Department Total	119,997	30,333	0

General Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year	2010 - 2011 Budget
90 DEBT SERVICE			
Contractual/Services			
90-4401			
PRINCIPAL - LAND DEBT SERVICE	140,377	146,697	146,697
90-4402			
INTEREST - LAND DEBT SERVICE	13,933	7,613	7,613
90-4403			
PRINCIPAL - SOFTWARE	124,530	128,865	0
90-4404			
INTEREST - SOFTWARE	8,820	4,485	0
90-4405			
PRINCIPAL - EQUIPMENT DEBT SERVICE	66,682	66,682	66,682
90-4406			
INTEREST - EQUIPMENT	8,543	8,543	8,534
90-4407			
PROGRAM DEBT SERVICE	15,679	0	0
90-4408			
PRINCIPAL - DEBT SERVICE RADIO EQU	54,479	53,021	0
90-4409			
INTEREST - DEBT SERVICE RADIO EQUIP	693	2,998	0
Sub-Total	433,736	418,904	229,526
Department Total	433,736	418,904	229,526
Expense Total	16,606,823	15,745,571	14,900,745

UTILITY FUND



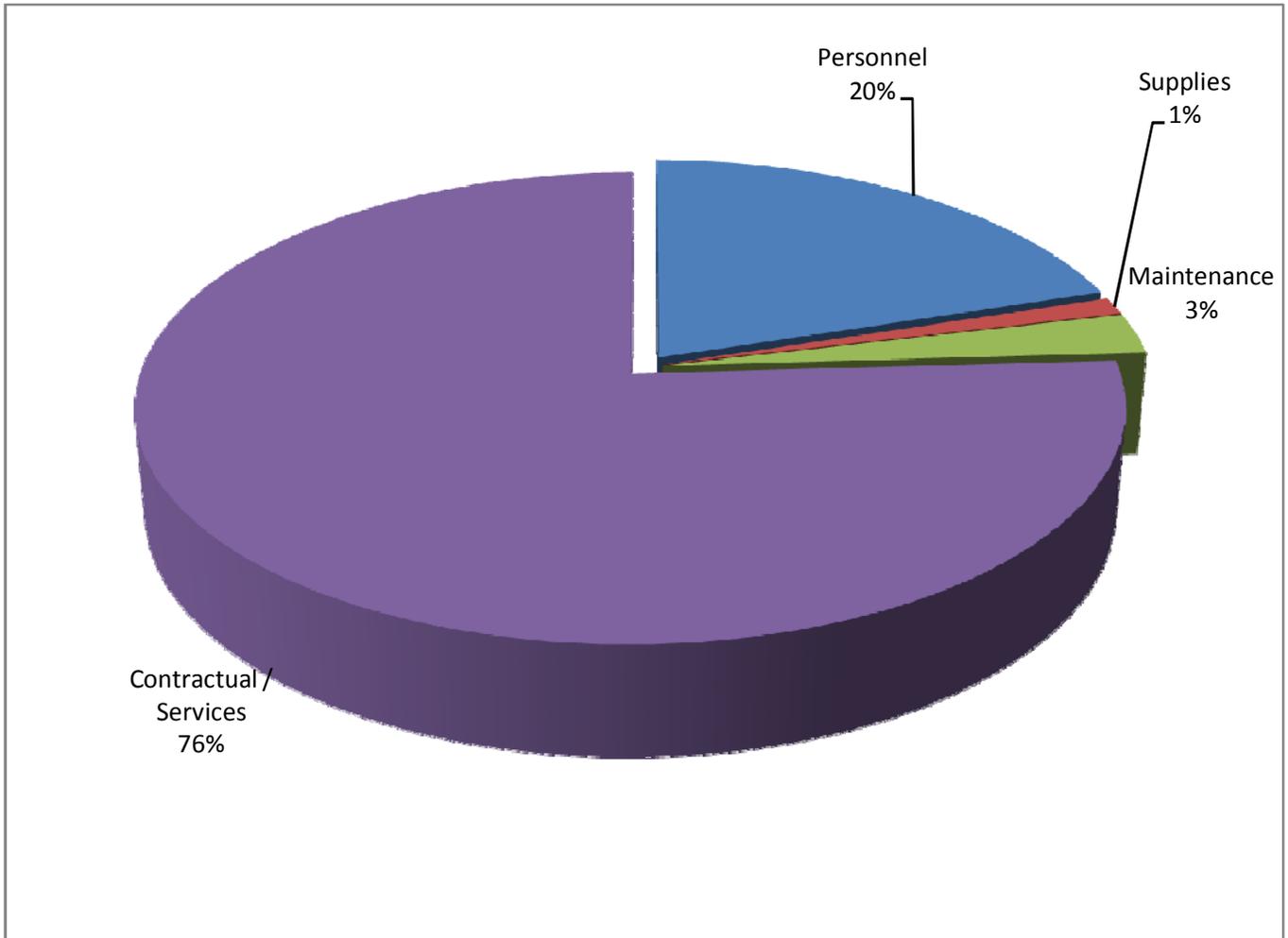
**UTILITY FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 3,452,184
Estimated Revenues FY 2010	\$ 8,973,603
Revenues Collected thru March 31, 2010	\$ 4,398,560
Anticipated Revenue to Sept. 30, 2010	\$ 4,575,042
Sub-Total	\$ 8,027,226
Estimated Expenditures FY 2010	\$ 9,706,924
Y-T-D March 31, 2010	\$ 3,537,080
Sub-Total	\$ 6,169,844
Estimated Beginning Cash FY 2011	\$ 1,857,382
Estimated Revenues FY 2011	\$ 10,392,811
Sub-Total	\$ 12,250,193
Proposed Expenditures FY 2011	\$ 10,423,351
Estimated Cash in Bank Sept. 30 2011	\$ 1,826,842

Utility Fund
Revenue vs. Expense
Summary

Revenues	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
WATER SERVICES	5,298,169	5,774,706	6,647,091
SEWER SERVICES	2,968,754	3,198,897	3,745,720
	8,266,923	8,973,603	10,392,811
Expenses			
51 WATER QUALITY	2,826,831	2,746,183	2,951,081
52 WATER DISTRIBUTION	713,641	721,924	730,652
61 WATER POLLUTION	978,876	1,210,809	1,157,959
62 WASTE WATER COLLECTION	397,494	590,868	601,065
80 UTILITY OFFICE	655,726	684,347	744,236
90 DEBT SERVICE REQUIREMENTS	2,825,392	3,752,793	4,238,358
	8,397,961	9,706,924	10,423,351

Expense Distribution



Personnel Summary

Expenses	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
51 WATER QUALITY	401,463	398,750	365,731
52 WATER DISTRIBUTION	423,074	413,744	406,422
61 WATER POLLUTION	420,928	429,929	408,629
62 WASTE WATER COLLECTION	306,228	418,358	409,405
80 UTILITY OFFICE	448,239	460,297	481,436
	1,999,931	2,121,078	2,071,623

Supply Summary

Expenses	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
51 WATER QUALITY	17,414	22,100	23,800
52 WATER DISTRIBUTION	16,225	11,100	10,950
61 WATER POLLUTION	23,314	28,200	33,150
62 WASTE WATER COLLECTION	16,743	17,250	18,500
80 UTILITY OFFICE	36,750	34,050	34,800
	110,447	112,700	121,200

Maintenance Summary

Expenses	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
51 WATER QUALITY	23,108	29,400	23,950
52 WATER DISTRIBUTION	60,952	38,000	46,100
61 WATER POLLUTION	160,512	101,200	117,200
62 WASTE WATER COLLECTION	10,448	21,500	26,500
80 UTILITY OFFICE	75,000	75,000	75,000
	330,020	265,100	288,750

Contractual Services Summary

Expenses	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
51 WATER QUALITY	2,384,846	2,295,933	2,537,600
52 WATER DISTRIBUTION	213,390	259,080	267,180
61 WATER POLLUTION	374,123	651,480	598,980
62 WASTE WATER COLLECTION	64,075	133,760	146,660
80 UTILITY OFFICE	95,737	115,000	153,000
90 DEBT SERVICE REQUIREMENTS	2,825,392	3,752,793	4,238,358
	5,957,563	7,208,046	7,941,778

REVENUES



Utility Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Revenues			
WATER SERVICES			
00-3201			
METERED SALES	4,645,633	5,206,206	6,093,591
00-3202			
PENALTIES	134,809	130,000	130,000
00-3203			
FRANCHISE TAX	261,464	250,000	250,000
00-3204			
NEW SERVICES/WATER TAP	4,577	4,500	4,500
00-3205			
RETURN CHECKS/MISC SRVICES	8,425	6,000	5,000
00-3206			
NON PAYMENT-CUT OFF/MISC CHG	115,548	100,000	90,000
00-3207			
SERVICE HOOKUPS/MISC CHG	25,317	20,000	20,000
00-3208			
FIRE LINE CHARGE	22,880	22,000	22,000
00-3209			
NON-METERED SALES/MISC CHG	205	0	1,000
00-3212			
MISC SERVICES	32,223	8,000	2,500
00-3215			
BAD DEBT RECOVERY	1,740	1,000	1,000
00-3216			
REFUNDS & RECOVERIES	8,422	0	500
00-3219			
BACKFLOW CHARGES	36,926	27,000	27,000
	Sub-Total	5,774,706	6,647,091
SEWER SERVICES			
00-3301			
SEWER REVENUE	2,923,603	3,175,897	3,729,720
00-3302			
NEW SERVICES/SEWER TAP	2,613	1,000	1,000
00-3305			
INTEREST	39,269	18,000	15,000
00-3308			
FEE - WASTE DISPOSAL PERMIT	1,650	2,000	0
00-3309			
FEES - GREASE TRAP (FOG)	1,620	2,000	0
	Sub-Total	3,198,897	3,745,720
	Revenue Total	8,973,603	10,392,811

EXPENDITURES



Water Quality

Mission Statement

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

Description

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

Manpower Summary

Director	1.0
Chief Operator	1.0
Plant Operator	3.0

Utility Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Expenses			
51 WATER QUALITY			
Personnel			
51-4101			
SUPERVISION	144,917	147,658	82,324
51-4103			
LABOR	127,160	119,791	150,457
51-4105			
OVERTIME	2,787	5,000	5,000
51-4106			
STAND BY	6,520	5,800	5,800
Sub-Total	281,384	278,249	243,581
Personnel Services			
51-4110			
SOCIAL SECURITY	21,219	21,286	18,787
51-4111			
T M R S	38,479	41,737	39,686
51-4112			
WORKMENS COMP	15,436	11,707	18,150
51-4114			
GROUP HEALTH & DENTAL INS	44,945	45,771	45,527
Sub-Total	120,078	120,501	122,150
Supplies			
51-4201			
OFFICE & MISC SUPPLIES	1,049	900	1,000
51-4206			
MINOR TOOLS & APPARATUS	185	300	300
51-4220			
UNIFORM RENTAL & LAUNDRY	2,433	1,200	1,800
51-4223			
PROTECTIVE CLOTHING	457	200	200
51-4242			
CHLORINE	7,292	10,000	11,000
51-4247			
AMMONIA	0	3,500	3,000
51-4249			
CHEMICALS & RELATED LAB SUPPLI	5,998	6,000	6,500
Sub-Total	17,414	22,100	23,800
Maintenance			
51-4303			
INSTRUMENTS & APPARATUS	14,702	16,800	12,500
51-4315			
DAM & PUMP STATION	1,598	3,000	2,000
51-4316			
ELEVATED TOWERS	5,194	6,000	6,000

Utility Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
51-4317			
TREATMENT PLANT	1,614	1,800	1,500
51-4319			
GROUND STORAGE TANKS	0	600	750
51-4370			
MACHINERY MAINTENANCE	0	1,200	1,200
Sub-Total	23,108	29,400	23,950
Contractual/Services			
51-4402			
MEMBERSHIP & DUES	445	500	500
51-4404			
CONSULTANT FEES & SERVICES	137,347	0	0
51-4409			
ADVALOREM TAX ON EASEMENTS	110	500	600
51-4411			
COMMUNICATIONS	11,783	10,500	11,000
51-4413			
NTMWD WATER PURCHASE	1,859,929	1,830,833	2,030,000
51-4415			
INSURANCE	31,774	57,200	65,000
51-4418			
TRAVEL & EDUCATION	969	1,600	1,750
51-4419			
TRAINING & PUBLICATIONS	0	200	200
51-4420			
COMMERCIAL LAB ANALYSIS	11,680	10,000	13,000
51-4424			
SPECIAL SERVICES	4,044	15,500	15,800
51-4430			
UTILITIES	304,104	330,000	360,000
51-4440			
CONTRACT LABOR	3,585	1,000	1,500
51-4450			
EQUIPMENT RENTAL(R)	18,975	37,950	37,950
51-4466			
SLUDGE MANAGEMENT	100	150	300
Sub-Total	2,384,846	2,295,933	2,537,600
Department Total	2,826,831	2,746,183	2,951,081

Water Distribution

Mission Statement

The mission of the Water Distribution Department is to upgrade the system and develop and implement preventive maintenance programs, which will enable crews to effectively perform their jobs in a professional manner and ensure the public a continued supply of water with the least amount of service interruptions.

Description

The Water Distribution Department currently has a preventive maintenance program, which includes hydrants, valves distribution lines, and all equipment. This department is responsible for the maintenance and operation of all water meters. All maintenance personnel are currently being trained and certified in all areas involving increased productivity and safety awareness which will result in public satisfaction and economical operating procedures for all maintenance personnel.

Manpower Summary

Crew Leader	1.0
Heavy Equipment Operator	1.0
Maintenance Worker	3.0
Administrative Clerk	1.0
Utility Customer Field Service Provider and Meter Reader	1.0

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
52	WATER DISTRIBUTION			
	Personnel			
52-4102				
	CLERICAL	32,509	30,044	28,673
52-4103				
	LABOR	236,589	222,106	211,799
52-4105				
	OVERTIME	19,947	22,000	22,000
52-4106				
	STAND BY	4,104	5,800	5,800
	Sub-Total	293,150	279,950	268,272
	Personnel Services			
52-4110				
	SOCIAL SECURITY	21,611	21,416	20,523
52-4111				
	T M R S	39,784	41,992	43,353
52-4112				
	WORKMENS COMP	9,525	7,224	11,200
52-4114				
	GROUP HEALTH & DENTAL INS	59,004	63,162	63,074
	Sub-Total	129,924	133,794	138,150
	Supplies			
52-4201				
	OFFICE & MISC. SUPPLIES	1,453	1,200	1,200
52-4204				
	PRINTING	208	300	300
52-4206				
	MINOR TOOLS & APPARATUS	5,271	5,800	5,800
52-4220				
	UNIFORM RENTAL & LAUNDRY	8,090	2,500	2,500
52-4221				
	UNIFORMS PURCHASE	158	200	200
52-4223				
	PROTECTIVE CLOTHING	1,045	950	800
52-4240				
	CHEMICALS	0	150	150
	Sub-Total	16,225	11,100	10,950
	Maintenance			
52-4301				
	OFFICE EQUIPMENT	0	150	150
52-4303				
	INSTRUMENTS & APPARATUS	0	150	150
52-4343				
	TRANSMISSION MAINTENANCE W&S	54,000	30,000	35,000

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
52-4344				
	WATER MAINS/CTA	6,372	4,000	5,000
52-4345				
	WATER METER MAINTENANCE	405	3,500	5,500
52-4370				
	MACHINERY	175	200	300
	Sub-Total	60,952	38,000	46,100
	Contractual/Services			
52-4402				
	MEMBERSHIP & DUES	642	500	500
52-4411				
	COMMUNICATIONS	7,708	7,000	8,500
52-4414				
	EQUIPMENT RENTAL - OTHER	973	2,000	2,500
52-4417				
	LEASE PAYMENTS	95	2,500	3,500
52-4418				
	TRAVEL & EDUCATION	1,207	2,100	2,400
52-4419				
	TRAINING & PUBLICATION	88	200	200
52-4430				
	UTILITIES	5,327	6,000	6,000
52-4440				
	CONTRACT LABOR	99,960	85,200	90,000
52-4442				
	BACKFLOW SOLUTIONS	51,850	62,500	62,500
52-4450				
	EQUIPMENT RENTAL(R)	45,540	91,080	91,080
	Sub-Total	213,390	259,080	267,180
	Department Total	713,641	721,924	730,652

Water Pollution Control

Mission Statement

The mission of the Wastewater Treatment Plant is to provide service for the City of Terrell in the removal, treatment, and proper disposal of wastewater, both domestic and industrial, by the most cost efficient means possible.

Description

The Wastewater Treatment Plant is operated on a daily basis with a permitted capacity of 4.5 million gallons per day. The current facility, a 2-stage trickling filter plant, treats an average of 1.5 million gallons per day. Solids are stabilized by anaerobic digesters before final disposal in a landfill.

Accomplishments & Goals

All operators are state certified – one (1) "A" operator, one (1) "B" operator and three (3) "C" operators. Our goal is to continue the "beautification" of the Wastewater Treatment Plant and operate in an efficient and cost effective manner and to maintain compliance with federal and state discharge limits.

Manpower Summary

Chief Operator	1.0
Plant Operator	5.0
Lab Technician	1.0
Part Time	0.0

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
61 WATER POLLUTION				
Personnel				
61-4101				
	SUPERVISION	58,364	50,239	49,304
61-4103				
	LABOR	209,032	218,987	208,853
61-4104				
	TEMPORARY	16,666	17,378	0
61-4105				
	OVERTIME	2,213	4,000	4,000
61-4106				
	STAND BY	5,114	5,800	5,800
	Sub-Total	291,390	296,404	267,957
Personnel Services				
61-4110				
	SOCIAL SECURITY	22,140	22,675	20,499
61-4111				
	T M R S	37,731	41,854	43,302
61-4112				
	WORKMENS COMP	19,064	14,459	22,417
61-4114				
	GROUP HEALTH & DENTAL INS	50,603	54,537	54,454
	Sub-Total	129,538	133,525	140,672
Supplies				
61-4201				
	OFFICE & MISC. SUPPLIES	1,647	1,200	1,500
61-4206				
	MINOR TOOLS & APPARATUS	277	400	400
61-4220				
	UNIFORM RENTAL & LAUNDRY	3,873	2,000	2,300
61-4221				
	UNIFORMS PURCHASE	100	100	100
61-4223				
	PROTECTIVE CLOTHING	615	400	500
61-4241				
	CLOTHING-RAIN GEAR	122	100	150
61-4242				
	CHLORINE	9,120	15,000	18,000
61-4249				
	CHEMICALS & RELATED SUPPLIES	1,089	1,000	1,200
61-4250				
	SULFUR DIOXIDE	6,471	8,000	9,000
	Sub-Total	23,314	28,200	33,150
Maintenance				
61-4301				
	OFFICE EQUIPMENT	0	200	200

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
61-4303				
	INSTRUMENTS & APPARATUS	3,440	6,000	7,000
61-4317				
	TREATMENT PLANT	6,443	10,000	10,000
61-4370				
	MACHINERY MAINTENANCE	150,629	85,000	100,000
	Sub-Total	160,512	101,200	117,200
	Contractual/Services			
61-4402				
	MEMBERSHIP & DUES	678	500	500
61-4403				
	ADVERTISING	114	300	500
61-4411				
	COMMUNICATIONS	4,395	5,000	5,500
61-4414				
	EQUIPMENT RENTAL - OTHER	9	100	200
61-4418				
	TRAVEL & EDUCATION	2,884	3,000	3,300
61-4419				
	TRAINING & PUBLICATIONS	0	100	500
61-4420				
	COMMERCIAL LAB SERVICES	21,545	35,000	40,000
61-4424				
	SPECIAL SERVICES	20,912	27,000	30,000
61-4430				
	UTILITIES	6,935	75,000	80,000
61-4440				
	CONTRACT LABOR	4,554	4,000	6,000
61-4450				
	EQUIPMENT RENTAL(R)	20,240	40,480	40,480
61-4466				
	SLUDGE MANAGEMENT	200,500	340,000	260,000
61-4467				
	PRETREATMENT SERVICES	91,357	121,000	132,000
	Sub-Total	374,123	651,480	598,980
	Department Total	978,876	1,210,809	1,157,959

Wastewater Collection

Mission Statement

The mission of the Wastewater Collection Department is to continue upgrading the system and eventually have a dependable method of transportation for the wastewater collection of Terrell and allow a safer and healthier environment for the public and for utility maintenance personnel.

Description

The Wastewater Collection Department is responsible for the maintenance of manholes, location and repair of sanitary sewer lines, and lift stations and to conduct smoke testing and video of collection system.

Manpower Summary

Foreman	1.0
Crew Leader	1.0
Equipment Operator	1.0
Maintenance	3.0

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
62	WASTE WATER COLLECTION			
	Personnel			
62-4101				
	SUPERVISION	56,856	56,063	53,415
62-4103				
	LABOR	123,749	196,964	187,722
62-4105				
	OVERTIME	22,312	27,000	27,000
62-4106				
	STAND BY	3,375	5,800	5,800
	Sub-Total	206,291	285,827	273,937
	Personnel Services			
62-4110				
	SOCIAL SECURITY	15,330	21,866	20,956
62-4111				
	T M R S	28,282	42,874	44,268
62-4112				
	WORKMENS COMP	6,093	4,622	7,165
62-4114				
	GROUP HEALTH & DENTAL INS	50,232	63,169	63,079
	Sub-Total	99,937	132,531	135,468
	Supplies			
62-4201				
	OFFICE & MISC SUPPLIES	2,104	1,650	2,250
62-4206				
	MINOR TOOLS & APPARATUS	9,970	8,500	8,500
62-4220				
	UNIFORM RENTAL & LAUNDRY	0	2,000	2,000
62-4221				
	UNIFORMS PURCHASE	248	300	250
62-4223				
	PROTECTIVE CLOTHING	1,041	1,000	1,200
62-4240				
	CHEMICALS	3,175	3,500	4,000
62-4260				
	CONCRETE	205	300	300
	Sub-Total	16,743	17,250	18,500
	Maintenance			
62-4343				
	TRANSMISSION MAINTENANCE SEWER	10,448	9,000	12,000
62-4370				
	SEWER ROOT TREATMENT	0	11,000	12,000
62-4371				
	SEWER INSPECTION	0	1,500	2,500
	Sub-Total	10,448	21,500	26,500

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
	Contractual/Services			
62-4402				
	MEMBERSHIP & DUES	533	500	600
62-4411				
	COMMUNICATIONS	4,340	5,500	5,500
62-4414				
	EQUIPMENT RENTAL - OTHER	0	2,000	3,500
62-4417				
	LAND LEASE PAYMENTS	500	2,500	3,200
62-4418				
	TRAVEL & EDUCATION	1,393	2,400	3,000
62-4419				
	TRAINING & PUBLICATIONS	0	200	200
62-4440				
	CONTRACT LABOR	29,479	65,000	75,000
62-4450				
	EQUIPMENT RENTAL(R)	27,830	55,660	55,660
	Sub-Total	64,075	133,760	146,660
	Department Total	397,494	590,868	601,065

Utility

Mission Statement

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

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

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

Description

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

In the capacity of the Finance Director for the City, duties include, but are not limited to: preparing and administering the departmental budget and projecting funds needed for staffing and service delivery. Performing a variety of technical tasks associated with the City's accounts payable/receivable, purchasing, utility billing, and internal auditing functions; ensure quality control; develop and enforce policies and;

Utility

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

Manpower Summary

City Secretary/Finance Director	1.0
Administrative Secretary	1.0
Accounting Technician	1.0
Billing Clerk	1.0
Administrative Clerk	3.0

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
80	UTILITY OFFICE			
	Personnel			
80-4101				
	SUPERVISION	84,347	84,544	80,532
80-4102				
	CLERICAL	223,527	225,359	244,483
80-4104				
	RECORDS MANAGER	8,923	10,000	0
80-4105				
	OVERTIME	3,279	4,000	4,000
	Sub-Total	320,076	323,903	329,015
	Personnel Services			
80-4110				
	SOCIAL SECURITY	24,530	24,668	25,170
80-4111				
	T M R S	42,424	47,086	53,169
80-4112				
	WORKMENS COMP	1,378	1,045	1,620
80-4114				
	GROUP HEALTH & DENTAL INS	59,832	63,595	72,462
	Sub-Total	128,164	136,394	152,421
	Supplies			
80-4201				
	OFFICE & MISC. SUPPLIES	11,831	13,000	13,000
80-4204				
	PRINTING	471	1,000	1,000
80-4211				
	FOOD AND/OR CONCESSION SUPPLIES	1,255	250	1,000
80-4214				
	POSTAGE	23,193	19,800	19,800
	Sub-Total	36,750	34,050	34,800
	Maintenance			
80-4304				
	AUTOMATED EQUIPMENT MAINTNANCE	75,000	75,000	75,000
	Sub-Total	75,000	75,000	75,000
	Contractual/Services			
80-4401				
	AUDIT	35,755	45,000	45,000
80-4402				
	MEMBERSHIP & DUES	245	500	500
80-4404				
	CONSULTANT FEES & SERVICES	1,371	5,000	5,000
80-4406				
	LEGAL SERVICES	1,875	25,000	50,000

Utility Fund
Budget

		2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
80-4410				
	UTILITY BILLING	11,992	16,500	16,500
80-4411				
	COMMUNICATIONS	8,586	10,000	15,000
80-4418				
	TRAVEL & EDUCATION	4,865	4,000	4,000
80-4419				
	TRAINING & PUBLICATIONS	612	1,000	1,000
80-4440				
	CONTRACT LABOR	30,437	8,000	16,000
	Sub-Total	95,737	115,000	153,000
	Department Total	655,726	684,347	744,236

Utility Fund
Budget

	2008-2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
90 DEBT SERVICE REQUIREMENTS			
Contractual/Services			
90-4490			
UTILITY FRANCHISE 010003201	250,000	250,000	250,000
90-4492			
TRANSFER OUT DEBT OBLIGATION REFUND	0	427,177	299,928
90-4495			
TRANSFER OUT I & S NO1	923,112	690,480	1,308,619
90-4496			
NTMWD PAYMENTS	640,122	787,750	787,175
90-4497			
TRANSFER OUT 010003831	250,000	482,336	482,336
90-4498			
TRANSFER OUT I&S NO2	123,500	115,050	110,300
90-4499			
UCR TRN 028003301	638,658	1,000,000	1,000,000
Department Total	2,825,392	3,752,793	4,238,358
Expense Total	8,397,961	9,706,924	10,423,351

UTILITY CAPITAL RESERVE FUND



**UTILITY CAPITAL RESERVE
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 1,484,466
Estimated Revenues FY 2010	\$ 1,012,000
Revenues Collected thru March 31, 2010	\$ 133,878
Anticipated Revenue to Sept. 30, 2010	\$ 878,122
Sub-Total	\$ 2,362,588
Estimated Expenditures FY 2010	\$ 1,097,450
Y-T-D March 31, 2010	\$ 264,307
Sub-Total	\$ 833,143
Estimated Beginning Cash FY 2011	\$ 1,529,445
Estimated Revenues FY 2011	\$ 1,012,000
Sub-Total	\$ 2,541,445
Proposed Expenditures FY 2011	\$ 1,005,000
Estimated Cash in Bank Sept. 30 2011	\$ 1,536,445

		2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Fund 028 CAPITAL RESERVE FUND				
Revenues				
00-3301				
	UCR TRN 020904499	638,658	1,000,000	1,000,000
00-3303				
	BAYLOR SEWER EASEMENT	3,000	0	0
00-3306				
	INTEREST INCOME	19,807	12,000	12,000
00-3806				
	04-07 GRANT 726639	0	0	0
	Department Total	661,465	1,012,000	1,012,000
Expenses				
28-4401				
	WATER TREATMENT PLANT SHUT DOWN	30,510	180,000	0
28-4404				
	CONSULTANT FEES & SERVICES	0	0	50,000
28-4416				
	HWY 34 UTILITY RELOCATES	0	0	0
28-4420				
	CITY CONTRIBUTION GRANT 728501	49,250	275,000	0
28-4421				
	PROJ 09-04 AIRPORT TERMINAL	0	165,000	0
28-4504				
	BAYLOR SEWER EASEMENT	0	41,000	0
28-4505				
	FRANCES, MARYELL, BOONE, WHEELER	0	260,000	5,000
28-4508				
	WINCHESTER PARK SEWER PROJECT	0	21,450	0
28-4509				
	REGIONAL WTR PLN GRNT CITY MATCH	0	70,000	30,000
28-4510				
	REGIONAL WSTWTR PLN GRNT CITY MATCH	0	70,000	35,000
28-4511				
	SYSTEM IMPROVEMENTS - DESIGN / ENGINEERING	0	15,000	135,000
28-4512				
	SYSTEM IMPROVEMENTS - CONSTRUCTION			750,000
	Department Total	79,760	1,097,450	1,005,000

EQUIPMENT REPLACEMENT FUND



**EQUIPMENT REPLACEMENT FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 680,473
Estimated Revenues FY 2010	\$ 343,670
Revenues Collected thru March 31, 2010	\$ 173,880
Anticipated Revenue to Sept. 30, 2010	\$ 169,790
Sub-Total	\$ 850,264
Estimated Expenditures FY 2010	\$ 869,910
Y-T-D March 31, 2010	\$ 349,729
Sub-Total	\$ 520,181
Estimated Beginning Cash FY 2011	\$ 330,083
Estimated Revenues FY 2011	\$ 566,823
Sub-Total	\$ 896,906
Proposed Expenditures FY 2011	\$ 780,444
Estimated Cash in Bank Sept. 30 2010	\$ 116,462

Revenue and Expense
Summary

	2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Revenues	758,604	343,670	566,823
Expenses	707,450	869,910	780,444

		2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Fund 025 EQUIPMENT REPLACEMENT FUND				
Revenues				
00-3325				
	INSURANCE RECOVERIES	20,180	10,000	15,000
00-3330				
	DISPOSAL OF FIXED ASSETS	-9,384	1,000	0
00-3326				
	INTEREST INCOME	12,439	7,500	7,500
00-3336				
	LEASE GENERAL FUND	597,483	100,000	319,153
00-3337				
	LEASE UTILITY FUND	137,885	225,170	225,170
	Department Total	758,604	343,670	566,823

Equipment Replacement

Mission Statement

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

Description

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

Manpower Summary

Foreman	1.0
Mechanic	2.0
Service Attendant	1.0
Part Time	0.0

Expenses				
	Personnel			
25-4101				
	SUPERVISION	52,431	52,971	50,447
25-4103				
	LABOR	100,253	119,456	99,610
25-4104				
	TEMPORARY	10,195	16,640	0
25-4105				
	OVERTIME	6,390	4,000	2,000
	Sub-Total	169,268	193,067	152,057
	Personnel Services			
25-4110				
	SOCIAL SECURITY	12,608	13,330	11,632
25-4111				
	T M R S	20,451	13,477	11,803
25-4112				
	WORKMENS COMP	4,595	5,427	5,427
25-4114				
	GROUP HEALTH & DENTAL INS	33,675	36,179	36,137
	Sub-Total	71,329	68,413	64,999
	Supplies			
25-4201				
	OFFICE & MISCELLANEOUS	1,543	1,000	1,000
25-4206				
	MINOR TOOLS & APPARATUS	2,374	2,500	2,500
25-4220				
	UNIFORM RENTAL & LAUNDRY	7,129	4,000	4,000
25-4223				
	PROTECTIVE CLOTHING	358	200	200
25-4230				
	FUEL FOR EQUIPMENT	156,067	280,000	300,000
25-4231				
	OIL,ANTI-FREEZE,GREASE	3,960	10,000	11,000
25-4232				
	TIRES & TUBES	18,732	19,000	20,000

25-4233				
	BATTERIES	6,303	8,500	4,500
25-4234				
	MISCELLANEOUS AUTO PARTS	16,805	12,000	12,000
25-4235				
	MISC.HEAVY EQUIPMENT PARTS	3,303	5,500	4,000
25-4236				
	MISCELLANEOUS SMALL EQUIP PTS	1,177	1,300	1,200
25-4239				
	MISCELLANEOUS SHOP SUPPLIES	12,773	6,000	6,000
25-4240				
	CHEMICALS	4,874	4,000	4,000
	Sub-Total	235,398	354,000	370,400
	Maintenance			
25-4303				
	INSTRUMENTS & APPARATUS	2,407	500	1,000
25-4350				
	VEHICLE MAINTENANCE	24,474	23,000	23,000
25-4351				
	HEAVY EQUIP MAINTENANCE	25,099	23,000	23,000
25-4352				
	SMALL EQUIP MAINTENANCE	8,469	5,000	7,000
25-4353				
	VEHICLE MAINT. /OUTSIDE FUND	4,611	5,000	3,000
	Sub-Total	65,060	56,500	57,000
	Contractual/Services			
25-4411				
	COMMUNICATIONS	5,798	3,000	3,000
25-4414				
	EQUIPMENT RENTAL - OTHER	27,600	500	5,000
25-4415				
	INSURANCE	34,369	34,000	38,000
25-4417				
	LAND LEASE PAYMENTS	1,431	2,188	2,188
25-4418				
	TRAVEL & EDUCATION	561	50	0

Equipment Replacement Fund

25-4440				
	CONTRACT LABOR	1,066	0	4,500
25-4451				
	VEHICLE REPAIR SERVICES	41,060	35,000	38,000
25-4452				
	EQUIPMENT REPAIR SERVICE	52,422	40,000	43,300
25-4453				
	SMALL EQUIPMENT REPAIR SERVICE	2,087	1,000	2,000
	Sub-Total	166,395	115,738	135,988
	Capital			
25-4504				
	D32 (2) PATROL VEHICLES	0	82,192	0
	Sub-Total	0	82,192	0
	Department Total	707,450	869,910	780,444

AIRPORT FUND



**AIRPORT FUND
ESTIMATED CASH POSITION**

Cash in Bank April 30, 2010	\$ 1,182,252
Estimated Revenues FY 2010	\$ 1,895,958
Revenues Collected thru April 30, 2009	\$ 1,442,816
Anticipated Revenue to Sept. 30, 2009	\$ 453,142
Sub-Total	\$ 1,635,394
Estimated Expenditures FY 2010	\$ 1,525,137
Y-T-D April 30, 2010	\$ 1,228,489
Sub-Total	\$ 296,648
Estimated Beginning Cash FY 2011	\$ 1,338,746
Estimated Revenues FY 2011	\$ 533,690
Sub-Total	\$ 1,872,436
Proposed Expenditures FY 2011	\$ 814,000
Estimated Cash in Bank Sept. 30 2011	\$ 1,058,436

Airport Fund
Revenue and Expense Summary

	2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Revenues	849,085	1,895,958	533,690
Expenditures	186,503	1,354,093	814,000
	1,035,588	3,250,051	1,347,690

		2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Revenues				
00-3101				
	HANGER REVENUE	201,581	150,000	150,000
00-3102				
	STATE COMPTROLLER M818TEREL	13,251	0	0
00-3105				
	TEDC FUNDING	130,863	1,189,712	179,425
00-3201				
	VISTAWALL LEASE (31-DEC-06)	89,961	136,402	115,194
00-3203				
	LEASE ENVIRONMENTAL CO-OP	14,100	0	3,600
00-3206				
	LEASE - CITY OF TERRELL	0	17,500	17,500
00-3207				
	BFTS LEASE (31-AUG-13)	0	1,500	1,500
00-3209				
	HANGER F TRRL HNGRS INC (30-JUN-08)	0	1,500	0
00-3211				
	TERRELL AVIATION LEASE (15-OCT-09)	0	30,400	0
00-3213				
	EAGLE SKY PATROL INC LEASE	0	2,000	6,000
00-3215				
	POWERFLOW LEASE (30-JUN-27)	0	9,295	0
00-3219				
	LEASE FLEX FOAM (1-MAY-11)	0	318,648	42,271
00-3230				
	KART LEASE (31-JAN-18)	10,144	5,200	5,200
00-3326				
	INTEREST INCOME	12,794	10,000	10,000
00-3327				
	MISCELLANEOUS SALES	50	0	0
00-3328				
	OTHER INCOME	59,384	1,500	0
00-3329				
	TERRELL AVIATION INC FUEL FLOWAGE	0	6,000	0
00-3332				
	YARCO AVIATION	0	13,300	0
00-3333				
	MADIX LEASE (31-AUG-26)	3,000	3,000	3,000
00-3702				
	ACCESS CARD CHARGES	0	0	0
00-3802				
	GRANT PROCEEDS PROJ 07-02	313,958	0	0
	Total Revenues	849,085	1,895,958	533,690

		2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Expenses				
Maintenance				
14-4303				
	INSTRUMENTS & APPARATUS	2,171	3,500	3,500
14-4320				
	BUILDINGS & GROUNDS	200	3,500	5,000
14-4326				
	RAMP	6,559	50,000	50,000
14-4332				
	EQUIPMENT MAINTENANCE	74	2,500	2,500
	Sub-Total	9,004	59,500	61,000
Contractual Services				
14-4401				
	AUDIT	0	4,000	4,000
14-4402				
	FLY - IN	4,055	7,500	10,000
14-4403				
	ADVERTISING	950	500	2,500
14-4415				
	INSURANCE	5,283	8,000	12,000
14-4418				
	TRAVEL & EDUCATION	699	1,500	4,500
14-4424				
	SPECIAL SERVICES	11,580	25,000	35,000
14-4430				
	UTILITIES	23,290	40,000	60,000
14-4440				
	CONTRACT LABOR	780	10,000	25,000
	Sub-Total	46,636	96,500	153,000
Capital				
14-4507				
	AIRPORT TERMINAL	130,863	1,198,093	200,000
14-4509				
	LAND DEVELOPMENT STUDY	0	0	150,000
14-4510				
	SECURITY & ACCESS IMPROVEMENTS	0	0	250,000
	Sub-Total	130,863	1,198,093	600,000
	Department Total	186,503	1,354,093	814,000

IMPACT FEE FUND



**IMPACT FEES FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 531,831
Estimated Revenues FY 2010	\$ 67,000
Revenues Collected thru March 31, 2010	\$ 3,735
Anticipated Revenue to Sept. 30, 2010	\$ 63,265
Sub-Total	\$ 595,096
Estimated Expenditures FY 2010	\$ 381,797
Y-T-D March 31, 2010	\$ 204,008
Sub-Total	\$ 177,789
Estimated Beginning Cash FY 2011	\$ 417,307
Estimated Revenues FY 2011	\$ 67,000
Sub-Total	\$ 484,307
Proposed Expenditures FY 2011	\$ 250,000
Estimated Cash in Bank Sept. 30 2011	\$ 234,307

		2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
Fund 027 IMPACT FEES FUND				
Revenues				
00-3327				
	INTEREST INCOME	10,808	9,500	9,500
00-3350				
	CASH OVER/SHORT	0	0	0
00-3401				
	ROADWAY FEES WEST SERVICE AREA	15,764	30,000	30,000
00-3402				
	ROADWAY FEES EAST SERVICE AREA	1,608	12,500	12,500
00-3403				
	WATER FEES	11,072	10,000	10,000
00-3404				
	SEWER FEES	4,916	5,000	5,000
	Department Total	44,168	67,000	67,000
Expenses				
10-4404				
	CONSULTANT FEES & SERVICES	0	0	35,000
10-4405				
	07-06 WATER & WASTEWATER CIP UPDATE	0	12,000	15,000
10-4406				
	WATER & WASTEWATER IMPACT FEE STUDY	28,672	0	0
10-4407				
	ENGINEERING 2 MIL GL STORAGE TANK	0	215,297	100,000
10-4408				
	PROJ 09-02 HWY34 RLCTS ENG & CONST	0	154,500	25,000
10-4409				
	ST HWY 34 LEFT TURN LN AT BFTS	0	0	75,000
	Department Total	28,672	381,797	250,000

CAPITAL IMPROVEMENT FUND



**CAPITAL IMPROVEMENT FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 633,859
Estimated Revenues FY 2009	\$ 7,700
Revenues Collected thru March 31, 2009	\$ 6,017
Anticipated Revenue to Sept. 30, 2009	\$ 1,683
Sub-Total	\$ 635,542
Estimated Expenditures FY 2010	\$ 119,200
Y-T-D March 31, 2010	\$ 22,106
Sub-Total	\$ 97,094
Estimated Beginning Cash FY 2011	\$ 538,447
Estimated Revenues FY 2011	\$ 539,500
Sub-Total	\$ 1,077,947
Proposed Expenditures FY 2011	\$ 580,000
Estimated Cash in Bank Sept. 30 2011	\$ 497,947

Capital Improvement Fund

		2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
026 CAPITAL IMPROVEMENT FUND				
Revenues				
00-3210				
	PAVING INCOME	0	1,000	2,300
00-3212				
	TEDC REIMBURSEMENT AGREEMENT	0	0	0
00-3214				
	TISD - SAFE ROUTES TO SCHOOL PRM	0	2,500	0
00-3220				
	INTEREST INCOME	8,326	4,200	4,200
00-3222				
	STATE COMPROLLER GRANT FUNDS	181,642	0	533,000
	Department Total	189,968	7,700	539,500
Expenses				
00-4401				
	TISD - SAFE ROUTES TO SCHOOL PGM	0	5,000	533,000
00-4402				
	ST HWY 34 LEFT TURN LN AT BFTS	0	9,200	0
00-4403				
	TRANSFER TO GENERAL FUND POOL REPI	0	90,000	0
00-4408				
	04-02B ENGINEERING SERVICES	4,108	0	0
00-4409				
	04-02A ENGINEERING SERVICES	0	0	0
00-4413				
	TRAFFIC STUDY	0	15,000	0
00-4416				
	PROJ 08-03 BACHELOR/KINGS DRAINAGE	194,480	0	0
00-4417				
	CR 305 ROW	2,500	0	0
00-4418				
	STORM WATER UTILITY STUDY	0		47,000
	Department Total	201,088	119,200	580,000

TOURISM FUND



**TOURISM FUND
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 178,893
Estimated Revenues FY 2010	\$ 227,000
Revenues Collected thru March 31, 2010	\$ 175,414
Anticipated Revenue to Sept. 30, 2010	\$ 51,586
Sub-Total	\$ 230,479
Estimated Expenditures FY 2010	\$ 320,935
Y-T-D March 31, 2010	\$ 183,146
Sub-Total	\$ 137,789
Estimated Beginning Cash FY 2011	\$ 92,690
Estimated Revenues FY 2011	\$ 221,150
Sub-Total	\$ 313,840
Proposed Expenditures FY 2011	\$ -
Estimated Cash in Bank Sept. 30 2011	\$ 313,840

TOURISM FUND

FUND 016 TOURISM	2008 - 2009 Actual	2009 - 2010 Estimated Year End	2010 - 2011 Budget
REVENUES			
00-3201			
BEST INN	15,105	14,000	14,000
00-3202			
CLASSIC INN	9,244	24,000	15,150
00-3203			
DAYS INN	14,061	14,500	16,000
00-3204			
SUPER 8	22,589	20,000	20,000
00-3205			
LA QUINTA INN	32,194	30,000	30,000
00-3206			
JANICE MARIE YATES	72	0	0
00-3207			
HOLIDAY INN EXPRESS	98,433	90,000	70,000
00-3208			
MOTEL 6	11,239	13,000	15,000
00-3210			
TEXAS INN MOTEL	4,183	4,000	3,500
00-3218			
COMFORT INN	23,228	16,000	35,000
00-3306			
INTEREST INCOME	2,800	1,500	2,500
TOTAL REVENUE	233,148	227,000	221,150

INTEREST & SINKING No. 1



INTEREST AND SINKING FUND No. 1
ESTIMATED CASH POSITION

Cash in Bank March 31, 2010	\$ 662,578
Estimated Revenues FY 2010	\$ 2,482,903
Revenues Collected thru March 31, 2010	\$ 2,075,295
Anticipated Revenue to Sept. 30, 2010	\$ 407,608
Sub-Total	\$ 1,070,187
Estimated Expenditures FY 2010	\$ 2,497,903
Y-T-D March 31, 2010	\$ 2,036,773
Sub-Total	\$ 461,130
Estimated Beginning Cash FY 2011	\$ 609,057
Estimated Revenues FY 2011	\$ 2,997,619
Sub-Total	\$ 3,606,676
Proposed Expenditures FY 2011	\$ 2,997,619
Estimated Cash in Bank Sept. 30 2011	\$ 609,057

**I AND S #1
DEBT SCHEDULE PROJECTION 2009 TO 2040**

		08-09	09-10	10-11	11-12	12-13	13-14	14-15
STREET WATER & WASTEWATER C/O	1999	381,460	Refunded					
STREET WATER & WASTEWATER C/O	2002	294,943	293,928	297,380	300,268	297,673	299,528	300,658
AIRPORT IMPROVEMENTS	2003	114,740	116,928	114,003	115,965	112,815	114,740	116,640
G/O REFUNDING	2004	431,331	432,419	432,306	431,194	438,881	371,159	
CO 2004 5.5 MIL	2004	377,636	373,978	376,478	379,498	381,738	383,283	384,228
CO 2006 1.5 MIL	2006	85,494	88,894	87,094	90,294	88,294	91,294	89,094
CO 2007A 2.0 MIL	2007A	516,883	96,158	99,121	96,976	94,831	97,578	95,219
CO 2007B 2.0 MIL	2007B	273,868	273,685	272,903	271,522	274,393	271,514	272,887
CO 2008 4.9 MIL	2008	258,834	452,344	456,303	454,704	462,436	459,499	456,116
G/O REFUNDING	2009		364,571	363,570	364,878	365,880	366,578	366,970
CO 2010 6.0 MIL	2010			493,463	494,178	494,615	494,777	494,661
	TOTAL	2,735,189	2,492,903	2,992,619	2,999,475	3,011,555	2,949,950	2,576,472
TRANSFER IN UTILITY FUND		923,112	685,480	1,308,619	1,652,197	1,655,883	1,626,832	1,176,998
AMOUNT TO BE PROVIDED BY TAXES		1,812,077	1,807,423	1,684,000	1,347,278	1,355,672	1,323,118	1,399,474
		15-16	16-17	17-18	18-19	19-20	20-21	21-22
STREET WATER & WASTEWATER C/O	2002	306,088	305,850	304,928	308,183	310,541	311,978	312,473
AIRPORT IMPROVEMENTS	2003	118,276	114,706	115,965	116,940	117,600	117,935	117,963
CO 2004 5.5 MIL	2004	384,553	389,143	387,975	391,023	393,323	394,826	395,428
CO 2006 1.5 MIL	2006	86,825	84,556	87,288	84,738	87,188	84,425	86,663
CO 2007A 2.0 MIL	2007A	97,752	95,178	97,497	99,601	96,598	98,488	95,270
CO 2007B 2.0 MIL	2007B	273,361	272,937					
CO 2008 4.9 MIL	2008	462,064	457,343	461,952	275,019	276,766	273,179	274,257
G/O REFUNDING	2009	367,058	366,840	366,318	365,490			
CO 2010 6.0 MIL	2010	494,270	493,601	492,657	491,435	494,799	492,294	493,883
	TOTAL	2,590,246	2,580,154	2,314,579	2,132,428	1,282,016	1,280,830	1,282,053
TRANSFER IN UTILITY FUND		1,181,681	1,174,461	904,206	900,805	905,776	899,088	901,219
AMOUNT TO BE PROVIDED BY TAXES		1,408,565	1,405,693	1,410,373	1,231,623	376,240	381,742	380,834
		22-23	23-24	24-25	25-26	26-27	27-28	28-29
AIRPORT IMPROVEMENTS	2003	117,703						
CO 2004 5.5 MIL	2004	395,018	8,531					
CO 2006 1.5 MIL	2006	88,688	85,500	87,219	88,719			
CO 2007A 2.0 MIL	2007A	96,946	98,406	94,760	96,006	97,038		
CO 2008 4.9 MIL	2008	274,889	275,075	274,814	274,108	277,844	276,022	
CO 2010 6.0 MIL	2010	494,850	490,349	490,381	494,004	491,184	492,497	492,771
	TOTAL	1,468,092	957,861	947,174	952,837	866,066	768,519	492,771
TRANSFER IN UTILITY FUND		901,897	783,969	787,400	784,488	790,121	493,497	492,771
AMOUNT TO BE PROVIDED BY TAXES		566,195	173,892	159,774	168,349	75,945	275,022	0
		29-30	30-31	31-32	32-33	33-34	34-35	35-36
CO 2010 6.0 MIL	2010	492,005	494,899	491,445	491,761	490,671	492,999	493,570
	TOTAL	492,005	494,899	491,445	491,761	490,671	492,999	493,570
TRANSFER IN UTILITY FUND		492,005	494,899	491,445	491,761	490,671	492,999	493,570
AMOUNT TO BE PROVIDED BY TAXES								
		36-37	37-38	38-39	39-40			
CO 2010 6.0 MIL	2010	492,383	494,263	494,034	491,696			
	TOTAL	492,383	494,263	494,034	491,696			
TRANSFER IN UTILITY FUND		492,383	494,263	494,034	491,696			
AMOUNT TO BE PROVIDED BY TAXES		0	0	0	0			

INTEREST AND SINKING FUND No. 1
2010 - 2011

	SERIES	DUE	PRINCIPAL	INTEREST		TOTAL
General Obligation Refunding Bonds	2009	2/15	280,000	43,920	323,920	
System (Limited Pledge)		8/15		39,650	39,650	363,570.00
Revenue Certificates of Obligation (Refunded 2009)						
Tax and WaterWorks & Sewer	2002	2/15	175,000	62,896	237,896	
System Surplus Revenue		8/15		59,484	59,484	297,380.00
Certificate of Obligation						
Tax and Airport Surplus Revenue	2003	2/15	65,000	25,233	90,233	
Certificates of Obligation		8/15		23,770	23,770	114,002.50
			90%			
General Obligation Refunding Bonds	2004	2/15	390,000	23,834	413,834	
		8/15		18,472	18,472	432,306.26
Tax and Waterworks and Sewer	2004	2/15	220,000	79,889	299,889	
System Surplus Revenue		8/15		76,589	76,589	376,477.50
Certificate of Obligation						
Tax and Waterworks and Sewer	2006	2/15		21,047	21,047	
System (Limited Pledge) Revenue		8/15	45,000	21,047	66,047	87,093.76
Certificate of Obligation						
Tax and Waterworks and Sewer	2007A	2/15	50,000	25,097	75,097	
System (Limited Pledge) Revenue		8/15		24,024	24,024	99,120.50
Certificate of Obligation						
			68%			
Tax and Waterworks and Sewer	2007B	2/15	185,000	46,722	231,722	
System (Limited Pledge) Revenue		8/15		41,181	41,181	272,903.25
Certificate of Obligation						
			56%			
Certificate of Obligations	2008	2/15	255000	103,495	358,495	
		8/15		97,807	97,807	456,302.63
Tax and Waterworks and Sewer						
System (Limited Pledge) Revenue						
Certificate of Obligation	2010		493,463		493,463	493,463.00
Administrative Fees					5,000	5,000.00
TOTAL			2,158,465	834,156	2,997,619	2,997,619.40

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
2010	\$305,000.00	\$59,570.74	\$364,570.74
2011	\$280,000.00	\$83,570.00	\$363,570.00
2012	\$290,000.00	\$74,877.50	\$364,877.50
2013	\$300,000.00	\$65,880.00	\$365,880.00
2014	\$310,000.00	\$56,577.50	\$366,577.50
2015	\$320,000.00	\$46,970.00	\$366,970.00
2016	\$330,000.00	\$37,057.50	\$367,057.50
2017	\$340,000.00	\$26,840.00	\$366,840.00
2018	\$350,000.00	\$16,317.50	\$366,317.50
2019	\$360,000.00	\$5,490.00	\$365,490.00
	\$3,185,000.00	\$473,150.74	\$3,658,150.74

Ordinance 2117
Adopted June 18, 2002

City of Terrell
Tax and Waterworks and
Sewer System Surplus
Revenue Certificate of
Obligation Series 2002

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
2003	\$350,000.00	\$228,342.92	\$578,342.92
2004	\$470,000.00	\$175,060.00	\$645,060.00
2005	\$130,000.00	\$160,810.00	\$290,810.00
2006	\$135,000.00	\$154,516.25	\$289,516.25
2007	\$145,000.00	\$147,866.25	\$292,866.25
2008	\$150,000.00	\$141,122.50	\$291,122.50
2009	\$160,000.00	\$134,942.50	\$294,942.50
2010	\$165,000.00	\$128,927.50	\$293,927.50
2011	\$175,000.00	\$122,380.00	\$297,380.00
2012	\$185,000.00	\$115,267.50	\$300,267.50
2013	\$190,000.00	\$107,672.50	\$297,672.50
2014	\$200,000.00	\$99,527.50	\$299,527.50
2015	\$210,000.00	\$90,657.50	\$300,657.50
2016	\$225,000.00	\$81,087.50	\$306,087.50
2017	\$235,000.00	\$70,850.00	\$305,850.00
2018	\$245,000.00	\$59,927.50	\$304,927.50
2019	\$260,000.00	\$48,182.50	\$308,182.50
2020	\$275,000.00	\$35,541.25	\$310,541.25
2021	\$290,000.00	\$21,977.50	\$311,977.50
2022	\$305,000.00	\$7,472.50	\$312,472.50
	\$4,500,000.00	\$2,132,131.67	\$6,632,131.67

City of Terrell
 Tax and Airport Surplus
 Revenue Certificates of
 Obligation Series 2003

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
2004	\$10,000.00	\$97,635.00	\$107,635.00
2005	\$50,000.00	\$63,890.00	\$113,890.00
2006	\$55,000.00	\$61,790.00	\$116,790.00
2007	\$55,000.00	\$59,590.00	\$114,590.00
2008	\$60,000.00	\$57,290.00	\$117,290.00
2009	\$60,000.00	\$54,740.00	\$114,740.00
2010	\$65,000.00	\$51,927.50	\$116,927.50
2011	\$65,000.00	\$49,002.50	\$114,002.50
2012	\$70,000.00	\$45,965.00	\$115,965.00
2013	\$70,000.00	\$42,815.00	\$112,815.00
2014	\$75,000.00	\$39,740.00	\$114,740.00
2015	\$80,000.00	\$36,640.00	\$116,640.00
2016	\$85,000.00	\$33,276.25	\$118,276.25
2017	\$85,000.00	\$29,706.25	\$114,706.25
2018	\$90,000.00	\$25,965.00	\$115,965.00
2019	\$95,000.00	\$21,940.00	\$116,940.00
2020	\$100,000.00	\$17,600.00	\$117,600.00
2021	\$105,000.00	\$12,935.00	\$117,935.00
2022	\$110,000.00	\$7,962.50	\$117,962.50
2023	\$115,000.00	\$2,702.50	\$117,702.50
	\$1,500,000.00	\$813,112.50	\$2,313,112.50

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
2004		\$43,593.82	\$43,593.82
2005	\$365,000.00	\$92,043.76	\$457,043.76
2006	\$375,000.00	\$84,643.76	\$459,643.76
2007	\$385,000.00	\$77,043.76	\$462,043.76
2008	\$385,000.00	\$69,343.76	\$454,343.76
2009	\$370,000.00	\$61,331.26	\$431,331.26
2010	\$380,000.00	\$52,418.76	\$432,418.76
2011	\$390,000.00	\$42,306.26	\$432,306.26
2012	\$400,000.00	\$31,193.76	\$431,193.76
2013	\$420,000.00	\$18,881.26	\$438,881.26
2014	\$365,000.00	\$6,159.38	\$371,159.38
	\$3,835,000.00	\$578,959.54	\$4,413,959.54

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
2005	\$385,000.00	\$192,655.83	\$577,655.83
2006	\$180,000.00	\$198,245.00	\$378,245.00
2007	\$185,000.00	\$190,032.50	\$375,032.50
2008	\$195,000.00	\$181,482.50	\$376,482.50
2009	\$205,000.00	\$172,636.25	\$377,636.25
2010	\$210,000.00	\$163,977.50	\$373,977.50
2011	\$220,000.00	\$156,477.50	\$376,477.50
2012	\$230,000.00	\$149,497.50	\$379,497.50
2013	\$240,000.00	\$141,737.50	\$381,737.50
2014	\$250,000.00	\$133,282.50	\$383,282.50
2015	\$260,000.00	\$124,227.50	\$384,227.50
2016	\$270,000.00	\$114,552.50	\$384,552.50
2017	\$285,000.00	\$104,142.50	\$389,142.50
2018	\$295,000.00	\$92,975.00	\$387,975.00
2019	\$310,000.00	\$81,022.50	\$391,022.50
2020	\$325,000.00	\$68,322.50	\$393,322.50
2021	\$340,000.00	\$54,852.50	\$394,852.50
2022	\$355,000.00	\$40,427.50	\$395,427.50
2023	\$370,000.00	\$25,017.50	\$395,017.50
2024	\$390,000.00	\$8,531.25	\$398,531.25
	\$5,500,000.00	\$2,394,095.83	\$7,894,095.83

Ordinance 2299
Adopted July 18, 2006

Combination Tax and Waterworks and Sewer System
Surplus (Limited Pledge)
Revenue Certificates of
Obligation Series 2006

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
2007	\$445,000.00	\$70,301.57	\$515,301.57
2008	\$40,000.00	\$47,093.76	\$87,093.76
2009	\$40,000.00	\$45,493.76	\$85,493.76
2010	\$45,000.00	\$43,893.76	\$88,893.76
2011	\$45,000.00	\$42,093.76	\$87,093.76
2012	\$50,000.00	\$40,293.76	\$90,293.76
2013	\$50,000.00	\$38,293.76	\$88,293.76
2014	\$55,000.00	\$36,293.76	\$91,293.76
2015	\$55,000.00	\$34,093.76	\$89,093.76
2016	\$55,000.00	\$31,825.00	\$86,825.00
2017	\$55,000.00	\$29,556.26	\$84,556.26
2018	\$60,000.00	\$27,287.50	\$87,287.50
2019	\$60,000.00	\$24,737.50	\$84,737.50
2020	\$65,000.00	\$22,187.50	\$87,187.50
2021	\$65,000.00	\$19,425.00	\$84,425.00
2022	\$70,000.00	\$16,662.50	\$86,662.50
2023	\$75,000.00	\$13,687.50	\$88,687.50
2024	\$75,000.00	\$10,500.00	\$85,500.00
2025	\$80,000.00	\$7,218.76	\$87,218.76
2026	\$85,000.00	\$3,718.76	\$88,718.76
	\$1,570,000.00	\$604,657.93	\$2,174,657.93

TAX AND WATERWORKS
AND SEWER SYSTEM
REVENUE CERTIFICATES OF
OBLIGATION

CERTIFICATE OF OBLIGATION
SERIES 2007A

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
OCTOBER 1 TO SEPTEMBER 30			INTEREST & PRINCIPAL
2008	\$360,000.00	\$99,201.48	\$459,201.48
2009	\$455,000.00	\$61,883.25	\$516,883.25
2010	\$45,000.00	\$51,158.25	\$96,158.25
2011	\$50,000.00	\$49,120.50	\$99,120.50
2012	\$50,000.00	\$46,975.50	\$96,975.50
2013	\$50,000.00	\$44,830.50	\$94,830.50
2014	\$55,000.00	\$42,578.25	\$97,578.25
2015	\$55,000.00	\$40,218.75	\$95,218.75
2016	\$60,000.00	\$37,752.00	\$97,752.00
2017	\$60,000.00	\$35,178.00	\$95,178.00
2018	\$65,000.00	\$32,496.75	\$97,496.75
2019	\$70,000.00	\$29,601.00	\$99,601.00
2020	\$70,000.00	\$26,598.00	\$96,598.00
2021	\$75,000.00	\$23,487.75	\$98,487.75
2022	\$75,000.00	\$20,270.25	\$95,270.25
2023	\$80,000.00	\$16,945.50	\$96,945.50
2024	\$85,000.00	\$13,406.25	\$98,406.25
2025	\$85,000.00	\$9,759.75	\$94,759.75
2026	\$90,000.00	\$6,006.00	\$96,006.00
2027	\$95,000.00	\$2,037.75	\$97,037.75
	\$2,030,000.00	\$689,505.48	\$2,719,505.48

TAX AND WATERWORKS
AND SEWER SYSTEM
(LIMITED PLEDGE)
REVENUE CERTIFICATES
OF OBLIGATION
TAXABLE SERIES 2007B

CERTIFICATES OF OBLIGATION
SERIES 2007B

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
OCTOBER 1 TO SEPTEMBER 30			INTEREST & PRINCIPAL
2008	\$130,000.00	\$145,400.59	\$275,400.59
2009	\$165,000.00	\$108,868.25	\$273,868.25
2010	\$175,000.00	\$98,685.25	\$273,685.25
2011	\$185,000.00	\$87,903.25	\$272,903.25
2012	\$195,000.00	\$76,522.25	\$271,522.25
2013	\$210,000.00	\$64,392.50	\$274,392.50
2014	\$220,000.00	\$51,514.00	\$271,514.00
2015	\$235,000.00	\$37,886.75	\$272,886.75
2016	\$250,000.00	\$23,361.00	\$273,361.00
2017	\$265,000.00	\$7,936.75	\$272,936.75
	\$2,030,000.00	\$702,470.59	\$2,732,470.59

TAX AND WATERWORKS
AND SEWER SYSTEM
REVENUE CERTIFICATES OF
OBLIGATION

CERTIFICATE OF OBLIGATION
SERIES 2008

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
OCTOBER 1 TO SEPTEMBER 30			INTEREST & PRINCIPAL
2009	\$60,000.00	\$198,834.21	\$258,834.21
2010	\$240,000.00	\$212,343.60	\$452,343.60
2011	\$255,000.00	\$201,302.63	\$456,302.63
2012	\$265,000.00	\$189,704.04	\$454,704.04
2013	\$285,000.00	\$177,436.29	\$462,436.29
2014	\$295,000.00	\$164,499.38	\$459,499.38
2015	\$305,000.00	\$151,116.38	\$456,116.38
2016	\$325,000.00	\$137,064.23	\$462,064.23
2017	\$335,000.00	\$122,342.93	\$457,342.93
2018	\$355,000.00	\$106,952.48	\$461,952.48
2019	\$180,000.00	\$95,019.30	\$275,019.30
2020	\$190,000.00	\$86,766.45	\$276,766.45
2021	\$195,000.00	\$78,179.03	\$273,179.03
2022	\$205,000.00	\$69,257.03	\$274,257.03
2023	\$215,000.00	\$59,888.93	\$274,888.93
2024	\$225,000.00	\$50,074.73	\$275,074.73
2025	\$235,000.00	\$39,814.43	\$274,814.43
2026	\$245,000.00	\$29,108.03	\$274,108.03
2027	\$260,000.00	\$17,877.00	\$277,877.00
2028	\$270,000.00	\$6,022.35	\$276,022.35
	\$4,940,000.00	\$2,193,603.45	\$7,133,603.45

INTEREST & SINKING No. 2



**INTEREST AND SINKING FUND No. 2
ESTIMATED CASH POSITION**

Cash in Bank March 31, 2010	\$ 172,661
Estimated Revenues FY 2010	\$ 119,400
Revenues Collected thru March 31, 2010	\$ 61,217
Anticipated Revenue to Sept. 30, 2010	\$ 58,183
Sub-Total	\$ 230,844
Estimated Expenditures FY 2010	\$ 119,400
Y-T-D March 31, 2010	\$ 111,481
Sub-Total	\$ 7,920
Estimated Beginning Cash FY 2011	\$ 222,924
Estimated Revenues FY 2011	\$ 115,300
Sub-Total	\$ 338,224
Proposed Expenditures FY 2011	\$ 115,300
Estimated Cash in Bank Sept. 30 2011	\$ 222,924

**I AND S #2
DEBT SCHEDULE PROJECTION
2002 TO 2013**

		01-02	02-03	03-04	04-05	05-06	06-07	07-08
Water & Sewer Revenue Refunding	1970	36,608	35,498	34,388	38,194	36,916	35,639	
Water & Sewer Revenue	1973	85,925	83,875	81,825	79,775	77,725	75,675	122,600
		122,533	119,373	116,213	117,969	114,641	111,314	122,600
		08-09	09-10	10-11	11-12	12-13		
Water & Sewer Revenue	1973	118,500	114,400	110,300	106,200	102,075		
		118,500	114,400	110,300	106,200	102,075		

City of Terrell
Waterworks Sewer System Revenue Bonds Series 1973

Ordinance
Adopted January 10, 1973

FISCAL YEAR OCTOBER 1 TO SEPTEMBER 30	PRINCIPAL	INTEREST	TOTAL INTEREST & PRINCIPAL
1974	\$ -	\$ 20,525.00	\$20,525.00
1975	\$ -	\$ 41,050.00	\$41,050.00
1976	\$ -	\$ 41,050.00	\$41,050.00
1977	\$ -	\$ 41,050.00	\$41,050.00
1978	\$ -	\$ 41,050.00	\$41,050.00
1979	\$ -	\$ 41,050.00	\$41,050.00
1980	\$ -	\$ 41,050.00	\$41,050.00
1981	\$ -	\$ 41,050.00	\$41,050.00
1982	\$ -	\$ 41,050.00	\$41,050.00
1983	\$ -	\$ 41,050.00	\$41,050.00
1984	\$ -	\$ 41,050.00	\$41,050.00
1985	\$ -	\$ 41,050.00	\$41,050.00
1986	\$ -	\$ 41,050.00	\$41,050.00
1987	\$ -	\$ 41,050.00	\$41,050.00
1988	\$ -	\$ 41,050.00	\$41,050.00
1989	\$ -	\$ 41,050.00	\$41,050.00
1990	\$ -	\$ 41,050.00	\$41,050.00
1991	\$ -	\$ 41,050.00	\$41,050.00
1992	\$ -	\$ 41,050.00	\$41,050.00
1993	\$ -	\$ 41,050.00	\$41,050.00
1994	\$ -	\$ 41,050.00	\$41,050.00
1995	\$ -	\$ 41,050.00	\$41,050.00
1996	\$ -	\$ 41,050.00	\$41,050.00
1997	\$ -	\$ 41,050.00	\$41,050.00
1998	\$ -	\$ 41,050.00	\$41,050.00
1999	\$ -	\$ 41,050.00	\$41,050.00
2000	\$ 50,000.00	\$ 40,025.00	\$90,025.00
2001	\$ 50,000.00	\$ 37,975.00	\$87,975.00
2002	\$ 50,000.00	\$ 35,925.00	\$85,925.00
2003	\$ 50,000.00	\$ 33,875.00	\$83,875.00
2004	\$ 50,000.00	\$ 31,825.00	\$81,825.00
2005	\$ 50,000.00	\$ 29,775.00	\$79,775.00
2006	\$ 50,000.00	\$ 27,725.00	\$77,725.00
2007	\$ 50,000.00	\$ 25,675.00	\$75,675.00
2008	\$ 100,000.00	\$ 22,600.00	\$122,600.00
2009	\$ 100,000.00	\$ 18,500.00	\$118,500.00
2010	\$ 100,000.00	\$ 14,400.00	\$114,400.00
2011	\$ 100,000.00	\$ 10,300.00	\$110,300.00
2012	\$ 100,000.00	\$ 6,200.00	\$106,200.00
2013	\$ 100,000.00	\$ 2,075.00	\$102,075.00
	\$ 1,000,000.00	\$ 1,383,650.00	\$ 2,383,650.00

CHART OF ACCOUNTS



**City of Terrell
Chart of Accounts**

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

**City of Terrell
Chart of Accounts**

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

**City of Terrell
Chart of Accounts**

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

**City of Terrell
Chart of Accounts**

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

**City of Terrell
Chart of Accounts**

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

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

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