

# City of Belton, Texas



Annual  
Budget  
FY  
2009



Annual Budget  
2008 ~ 2009

City of Belton, Texas



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Belton  
Texas**

For the Fiscal Year Beginning

**October 1, 2007**

*Charles S. Cox*

President

*Jeffrey R. Egan*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Belton, Texas** for its annual budget for the fiscal year beginning **October 1, 2007**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



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# City of Belton

~ *Founded 1850* ~

October 1, 2008

To the Honorable Mayor  
and Members of the City Council  
City of Belton  
333 Water Street  
Belton, Texas 76513

Mayor and Council Members:

We are pleased to submit the budget for the 2009 fiscal year, beginning October 1, 2008 and ending September 30, 2009. The budget is the means of presenting, in financial terms, the overall plan for accomplishing the City's objectives during the coming year.

This budget represents the combined efforts of the City Council, Management, and Department Heads to allocate the City's financial resources to the functions and responsibilities of municipal government to meet the goals established by the City Council within the limitations of sound financial policies.

## **BUDGET THEMES**

### **1. Implement Strategic Plan**

First begun in 2000, the Strategic Plan is the City's primary planning document. Each year, the Plan is reviewed, revised and updated as needs and conditions dictate. The revised plan forms the framework upon which the budget is built. Performance of Strategic Plan initiatives are measured using an "implementation scorecard", which is included in the plan document. Additionally, each department measures success and progress by tying both accomplishments for the prior year and goals for the upcoming year to the various Strategic Plan goals and tasks.

A comprehensive Strategic Plan update occurred in FY 2007, and the Plan was reviewed and updated in FY 2008, and again for FY 2009. In the coming year, two key components of the Strategic Plan will be completed – a Police Department Strategic Plan, and an Economic Development Strategic Plan. The City's Strategic Plan is presented in detail in a separate section of this document.

## **2. Maintain Operations Within a Balanced Budget**

The FY 2009 budget is oriented toward sustaining the City's current operating levels while meeting the demands created by growth. A balanced approach of focusing on improving levels of service and facilities, while remaining fiscally conservative, served as the basis for this budget. The issues impacting achievement of this goal include:

- Serving citizens' needs;
- Assessing staff workload/personnel;
- Ensuring competitive pay and benefits;
- Acquiring needed capital and equipment; and
- Recognizing available funding limitations.

In addition to long-range planning, increasing development activity, and scheduled capital projects, there remains the need to perform the day-to-day operations of municipal government. These operations include among other things, maintaining city streets, repairing sewer lines, putting out fires, responding to emergency situations, maintaining park spaces, and providing library services. These operational duties must be performed on a budget, within the constraints of limited resources. The City has adopted several financial and budget policies (see City Information Section) which reinforce the principle that we must live within our means.

## **3. Maintain the Ad Valorem Tax Rate**

Due to continuing growth in the ad valorem tax base, the City has been able to maintain, and even lower the tax rate over the last decade. In FY 2007, the tax rate was reduced by two cents, bringing it to \$0.655, the lowest rate since 1985. Despite increasing operating costs and manpower stressors, and in a year when additional debt was issued, the Council made the commitment to maintain the tax rate for FY 2009 at \$0.655.

## **4. Provide an Ongoing Capital Improvement Plan (CIP)**

In 2007 and 2008, the City took the opportunity to issue additional bonds without a tax or rate increase. This was made possible by growth in the tax base and retirement of outstanding debt. In September of 2007, \$5.365 million in contractual obligations were issued to fund the 2007 CIP program providing funding for:

General Fund projects	\$2,230,000
Water and Sewer projects	1,420,000
TIRZ projects	<u>1,715,000</u>
Total	<u>\$5,365,000</u>

Work on the projects began in early FY 2008, will continue in FY 2009, and is expected to be completed in FY 2010.

In September of 2008, the City issued \$2 million in contractual obligations. These funds will primarily be used to fund the Avenue D project, which includes streets, drainage, and utilities related

to the siting of a new school in the area. The 2008 CIP projects are expected to stretch over the next three fiscal years:

Street projects	\$1,485,000
Water and Sewer projects	180,000
Drainage projects	<u>335,000</u>
Total	<u>\$2,000,000</u>

A summary of the CIP projects appears in the Capital Outlay Section.

#### **5. Implement a Storm Water Drainage Fund**

Another Strategic Plan objective was the initiation of a storm water drainage utility fund to address drainage projects identified in the City's Storm Water Drainage Master Plan. Various funding alternatives for these projects have been discussed over the past several years, including a monthly fee to be levied on all properties within the City. Initially, such a fee was deferred until such time as Federal storm water regulations were finally implemented. In the meantime, the General Fund budget set aside funding for modest drainage projects. In FY 2007, the storm water regulations took effect for Belton, and the Council implemented a drainage fee in March 2008.

For FY 2009, the budget incorporates the new drainage fee and a new Drainage Fund budget for the first time. The Drainage Fund will be operated as a utility fund, with collected revenues used to fund drainage related expenditures and projects.

#### **6. Update Manpower Study**

Identified as a priority in the Strategic Plan, a comprehensive manpower staffing and pay study was completed in 2005, to ensure the City is competitive in recruiting, training, and retaining high quality, performance-oriented employees. In subsequent years, the pay plan has been maintained and updated through pay scale adjustments, additional staffing, and targeted increases. In FY 2009, the Strategic Plan calls for an in-house review of the Manpower Plan, with an update to be recommended to Council mid-year, dependent on budget performance at that point. Emphasis will be placed on civil service salaries and paramedic pay, due to ongoing competition for those employees in the regional job market.

The FY 2009 budget includes funding for an additional Parks Maintenance Worker, a Staff Accountant, a Drainage Maintenance Worker, and absorption of an Equipment Operator from the 2005 CIP program which was substantially completed in FY 2007. In addition, the budget includes funding for merit increases and civil service step increases.

#### **7. Revitalize and Preserve Neighborhoods**

The City of Belton was founded in 1850, and the community treasures its rich history. The Strategic Plan reflects that strong sense of community pride through a comprehensive growth management strategy which includes:

- Neighborhood preservation;
- Downtown revitalization; and
- Code enforcement.

A comprehensive review and revision of design and development standards was begun in FY 2008, and will be completed in FY 2009. These standards will address several important development regulations, and create new development/design standards to assist the City in achieving its goals related to land use, site development, and overall community aesthetics.

The TIRZ fund includes funding for the Downtown Façade Grant Program, which was established to encourage quality exterior rehabilitation in Belton's historic downtown district. Grants are made on a 50/50 basis, with focus on exterior work on storefronts and commercial properties in the district.

Code Enforcement efforts will be enhanced via a new wireless, web based software system, affording officers program access in the field. The 2009 budget again includes funding for demolition, cleanup, and mowing of properties within the City.

## **7. Expansion of Citizen Services**

Belton citizens will benefit from several projects which will expand recreation facilities, and improve customer service and access. In 2008, Harris Park was completed, and work began on the South Wall Tiger Park and Splash Pad and the Miller Heights Community Park, both of which should be completed in 2009.

City Hall was built in the late 1960's, and has not been significantly improved since that time. In the interim, changes in technology and increased staff levels warranted some upgrading. The first step was taken in 2008 - the relocation of the Finance and Utility Department to a freshly renovated City property, incorporating a drive-through window and accessible entrance to improve customer access and service.

This move relocated half of the staff from City Hall, immediately creating space to relieve overcrowding for the staff remaining at City Hall. Plans for the renovation of the City Hall were completed in 2008, and the project is scheduled to be complete in 2009. A more accessible front entrance will grace the building, and a limestone façade and brick paved sidewalks will tie the building to the flavor and style of the historic downtown area. Inside remodeling will provide improved lighting, heating, and cooling systems, restructured office layouts, and updated decorating and furniture. All of these improvements will extend the life of the building, while improving customer access and employee productivity.

## **BUDGET SUMMARY FY 2009**

### **Overview:**

The combined FY 2009 expenditures for all City of Belton appropriated funds are \$18,616,889, an increase of \$1,363,146 from the FY 2008 budget. The changes in various expenditure categories and funds are discussed in detail below.

The City's overall financial position is very sound. The reserves in all funds are adequate and will continue to be monitored. This monitoring is accomplished through continued refinement of long-range fund projections and formal mid-year budget performance reviews.

**Tax Rate:**

The FY 2009 budget was formulated on an ad valorem tax rate of \$0.655 per \$100 of taxable valuation, which is unchanged from the FY 2008 rate. The taxable valuation for the City increased \$68.2 million or 10.9% from the FY 2008 roll. New property and improvements added \$28.1 million to the tax rolls, annexations added \$0.5 million, and changes in the values of existing properties and exemptions added \$39.6 million.

The tax rate is comprised of two components - the debt service portion that is dedicated to the payment of principal, interest, and fees on general obligation debt, and the maintenance and operation portion which is utilized in the General Fund for general governmental purposes. The debt service tax rate for FY 2009 is \$0.1156, and the General Fund (operations and maintenance) tax rate is \$0.5394. A discussion of the tax rate and schedules of tax information appear in the Taxes and Debt Section.

**General Fund:**

The General Fund is the chief operating fund of the City and is used to account for all financial resources except those required to be accounted for in another fund. The General Fund provides traditional local government services, such as public safety, parks, libraries, streets, and administration.

The total **projected revenues for the General Fund in FY 2009 are \$9,252,643**, an increase of \$579,599 or 6.68% from the prior year budget. The change in revenues from the prior year budget follows:

<u>Revenue</u>	<u>Increase (Decrease)</u>
Ad valorem taxes	\$ 282,387
Sales tax receipts	166,000
Franchise revenues	101,000
Refuse collection revenues and fees	58,912
Municipal court revenues	53,500
Other revenues	13,300
Interfund transfers	41,000
Grants and reimbursements	3,300
Ambulance revenues	0
Permits and licenses	(39,800)
Interest Income	<u>(100,000)</u>
Total increase	<u>\$ 579,599</u>

A more detailed discussion of projected revenues and the changes from FY 2008 is contained in the General Fund Section.

**General fund proposed expenditures total \$9,252,916**, an increase of \$357,439 or 4.02% from the prior year. The change in expenditures from the prior year budget follows:

Personnel	\$ 375,580
Supplies	96,850
Maintenance	(10,939)
Services	153,520
Contingency	0
Capital outlay	(20,778)
Transfers	(343,913)
Debt Service	27,619
Strategic Plan	<u>79,500</u>
Total increase	<u>\$ 357,439</u>

The **personnel** budget for FY 2009 includes funding for:

- ▶ One additional Parks Maintenance Worker;
- ▶ A new Staff Accountant position in the Finance Department (½ from General Fund, ½ from Water and Sewer Fund);
- ▶ A full year of funding for the GIS Mapping Technician, added in mid FY 2008 (½ from General Fund, ½ from Water and Sewer Fund);
- ▶ Absorption of an Equipment Operator previously funded through CIP project funds;
- ▶ Increase in health insurance premiums;
- ▶ Merit pay plan increases; and
- ▶ Civil service step increases.

The remainder of the increase in personnel costs is the natural growth due to pay plan increases and civil service step increases, and the related benefits thereon.

**Supplies** are budgeted with a 25.06% increase, almost all of which is increased fuel budgets. As fuel pricing climbed in FY 2008, departments were forced to find funding in other line items to cover the budget shortfall. FY 2009 fuel budgets reflect the pricing in late summer and the most recent twelve months of usage by department. Fuel will continue to be a budget stressor as fuel comprises 49.7% of the entire supply budget.

**Repairs and maintenance** are budgeted to decrease 2.92% to reflect actual usage trends. The decrease is spread across departments and line items. These decreases are partially offset by \$10,000 increased funding for street, sign and sidewalk maintenance, and \$4,000 for renovation of the municipal court room at the Police Department.

**Services** are budgeted to increase 12.21%. Pursuant to a rate increase in FY 2008 and increased volume, the budget for the third-party refuse collection contract has increased (\$52,600). Departmental training and travel budgets were increased (\$15,000) as a result of departmental requests. Increases from other agencies were passed on to the City, including increased tax appraisal and collection fees (\$6,563), county-wide communication center (\$21,627), and medical director fees (\$2,700). The increased cost of energy is reflected in electricity line items (\$6,337).

The City Charter provides that the budget shall include a **contingency** amount to be used in case of unforeseen items of expenditures, in an amount not to exceed 3% of total General Fund expenditures. The FY 2009 amount of \$100,000 (1.08%) is well within that limit.

**Strategic plan** components to be funded from the General Fund total \$115,000. A schedule of strategic plan elements in this year’s budget appears in the Strategic Plan Section.

**Capital outlay** fluctuates annually depending on the specific needs for equipment replacement and infrastructure requirements. A discussion of capital outlay and schedules of the specific items in this year’s operating budget appears in the Capital Outlay Section.

**Transfers** from the General Fund occur when additional funding for capital projects is needed, or when the Council wants to designate funds to be used for a special purpose over a series of years. The FY 2009 budget includes transfers to the Civil Service Fund to set aside funds for appeals and sick leave pay for terminating civil service employees, and to the Library Book Fund for collection materials.

**Water & Sewer Fund:**

The Water and Sewer Fund accounts for all activities related to the provision of water and sewer services to the residents of Belton, including administration, operations, maintenance, debt service on revenue bonds, billing, and collection.

The total **projected revenues for the Water and Sewer Fund in FY 2009 are \$4,637,045**, an increase of \$497,145 or 12.01% from the prior year budget. A more detailed discussion of projected revenues and the changes from FY 2008 is contained in the Water and Sewer Section.

**Water and Sewer Fund proposed expenditures total \$4,561,806**, an increase of \$325,010 or 7.67% from the prior year. The change in expenditures from the prior year budget is as follows:

Personnel	\$ 105,060
Supplies	20,591
Maintenance	(8,049)
Services	(3,119)
Water purchases	69,895
Wastewater treatment	(23,070)
Interfund transfers	29,590
Contingency	0
Debt service	18,156
Strategic Plan	57,500
Capital outlay	<u>58,456</u>
Total increase	<u>\$ 325,010</u>

**Personnel costs** for FY 2009 include funding for ½ of the new Staff Accountant position, plus a full year funding for the GIS Mapping Tech position added in mid-year. Both positions are funded ½ from the General Fund, and ½ from the Water and Sewer Fund. The remainder of the increase in personnel costs is the natural growth due to pay plan increases and the related benefits thereon.

Fuel budgets were increased to reflect the high cost of fuel, which composes 55.65% of the **supplies** budget in this fund.

**Repairs and maintenance** are budgeted to decrease 7.24% to reflect actual usage trends. The decrease is spread across departments and line items.

**Services** are budgeted to decrease by 1.81% primarily as engineering and legal budgets were decreased to more closely match expenditure trends.

Projected **water purchases** for FY 2009 are based on fixed costs from BCWCID #1 (the District), raw water based on per gallon M&O charges for a normal year water consumption, and election use/option water charges. Fixed costs fluctuate according to the debt requirements for the District.

**Wastewater treatment** payments are made to the Brazos River Authority for Belton's share of the Temple-Belton Regional Sewer System. Each year, the BRA calculates the split of its operating budget based on actual flows from Belton and Temple. Efforts made in prior years' CIP programs to mitigate infiltration and inflow of storm water into Belton's waste stream bore fruit, as Belton's share of the flow decreased from 23.560% to 18.952%. However, the overall BRA operating budget increased by 15%, resulting in payments to the BRA decreasing only slightly, by 3.86% for FY 2009.

**Transfers** to the General Fund are for reimbursement of costs and payment in lieu of franchise fees. The FY 2009 budget includes:

- Franchise transfer to General Fund calculated as approximately 5% of budgeted water and sewer sales; and
- Reimbursement transfer to General Fund for the Maintenance Department budget remaining at the FY 2008 amount.

Although not required by the City Charter, a small **contingency fund** of \$20,000 is budgeted for FY 2009, to absorb unanticipated, minor operating expenses.

**Strategic plan** components to be funded from the Water & Sewer Fund for FY 2009 total \$60,000. A schedule of strategic plan elements in this year's budget appears in the Strategic Plan Section.

**Debt service** on City revenue bonds fluctuates according to the actual debt service payments to be made during the year. Schedules of outstanding water and sewer revenue bonds and debt service requirements appear in the Taxes and Debt Section.

A detailed list of **capital outlay** from operating funds is included in the Capital Outlay Section.

### **Economic Development Fund:**

**The Economic Development Fund** was created in 1991, pursuant to the ½ percent economic development sales tax approved by voters in 1990. This additional sales tax can only be used for economic development purposes.

The budgeted **revenues for FY 2009 are \$1,195,750**, an increase of \$8,750 or 0.73% from the prior year. A discussion of economic development revenues is included in the Other Funds Section.

Total **expenditures are \$3,043,407**, an increase of \$119,075 from the prior year. The change in expenditures from the prior year budget is as follows:

Operations & maintenance	\$ 104,367
Debt service	(392,942)
Incentives	205,000
Capital projects	<u>202,650</u>
Total increase	<u>\$ 119,075</u>

The budget for **operations & maintenance** reflects increased personnel costs, and additional funding for professional services and advertising. **Debt service** dropped sharply due to the early retirement of the 1997 Taxable CO issue, made possible by an accumulation of funds from operating surpluses in prior years. Increased **incentives** funding will enable the DC staff and board to act quickly when recruiting a prospective company to locate in Belton. A list of **capital projects** is included in the Capital Outlay Section of the budget.

#### **Drainage Fund:**

The Drainage Fund makes its debut in FY 2009, becoming the newest budgeted fund in the City's financial structure. The Drainage Fund will be operated as a utility fund, with collected revenues used to fund drainage related expenditures and projects.

**Revenues** in this fund come from the new drainage fee which was effective March 1, 2008. Budgeted **expenditures** for FY 2009 include one Maintenance Worker and associated operating and capital costs, public education efforts, lease payments on a street sweeper, re-construction of a low water crossing, and debt service on the Drainage Fund portion of the 2008 CO issue.

#### **Hotel/Motel Fund:**

The Hotel/Motel Fund accounts for the levy and utilization of the hotel/motel room tax. State law requires that revenues from this tax be used for advertising and promotion of the City.

The **Hotel/Motel Fund FY 2009 budgeted revenues are \$188,725**, an increase of \$27,525 or 17.08% from the prior year. A discussion of Hotel/Motel revenues appears in the Other Funds Section.

The budgeted **expenditures for FY 2009 are \$165,650**, the same level as the prior year. The bulk of Hotel/Motel funding is allocated to the Chamber of Commerce, which annually submits a budget request for funding to the City Council. Details of this year's budgeted expenditures appear in the Other Funds Section.

#### **Debt Service Fund:**

The Debt Service Fund is used to account for the accumulation of resources for and the payment of, general long-term debt principal and interest. As mentioned earlier in the discussion of the tax rate,

the ad valorem rate has a debt service component that is dedicated to the payment of principal, interest and fees on general obligation debt. The debt service tax rate for FY 2009 is \$0.1156 per \$100 of taxable valuation. A discussion of the tax rate and schedules of tax information appear in the Taxes and Debt Section.

**TIRZ Fund:**

The TIRZ Fund is used to account for the accumulation of resources from ad valorem taxes collected in the Tax Increment Reinvestment Zone, created in 2006. These revenues can only be expended on projects within the TIRZ zone, and are first approved by the TIRZ Board, and then by the City Council.

**Fund Balances:**

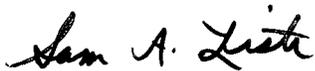
The Economic Development Fund and the TIRZ Fund are budgeted to have a decline in fund balance by the end of FY 2009. This is a planned result, and does not result from operating expenditures exceeding available revenues. Fund balance in all other funds will increase or stay at the same level. The City's policy is to maintain adequate fund balances to handle unexpected decreases in revenues plus extraordinary unbudgeted expenditures. However, it is not the City's intent to retain unusually large reserves. The City Council has therefore decided that it is appropriate to expend excess fund balances (amounts above prudent reserves) on non-recurring expenditures and capital outlay projects.

**CONCLUSION**

The FY 2009 budget, while continuing prior year commitments to improve services and facilities, reflects a balanced approach to the multi-faceted needs of a growing community. This proposed budget continues to build on the City's successes, moving steadily forward, seeking to meet the dual goal of preserving community character, while prudently planning for future growth.

The leadership of the City Council, as well as their time and attention provided during the development of the FY 2009 budget, is greatly appreciated. Thanks also to Department Heads and all the City staff members, for their attention to detail and focus on meeting community public service needs in the development of this year's budget.

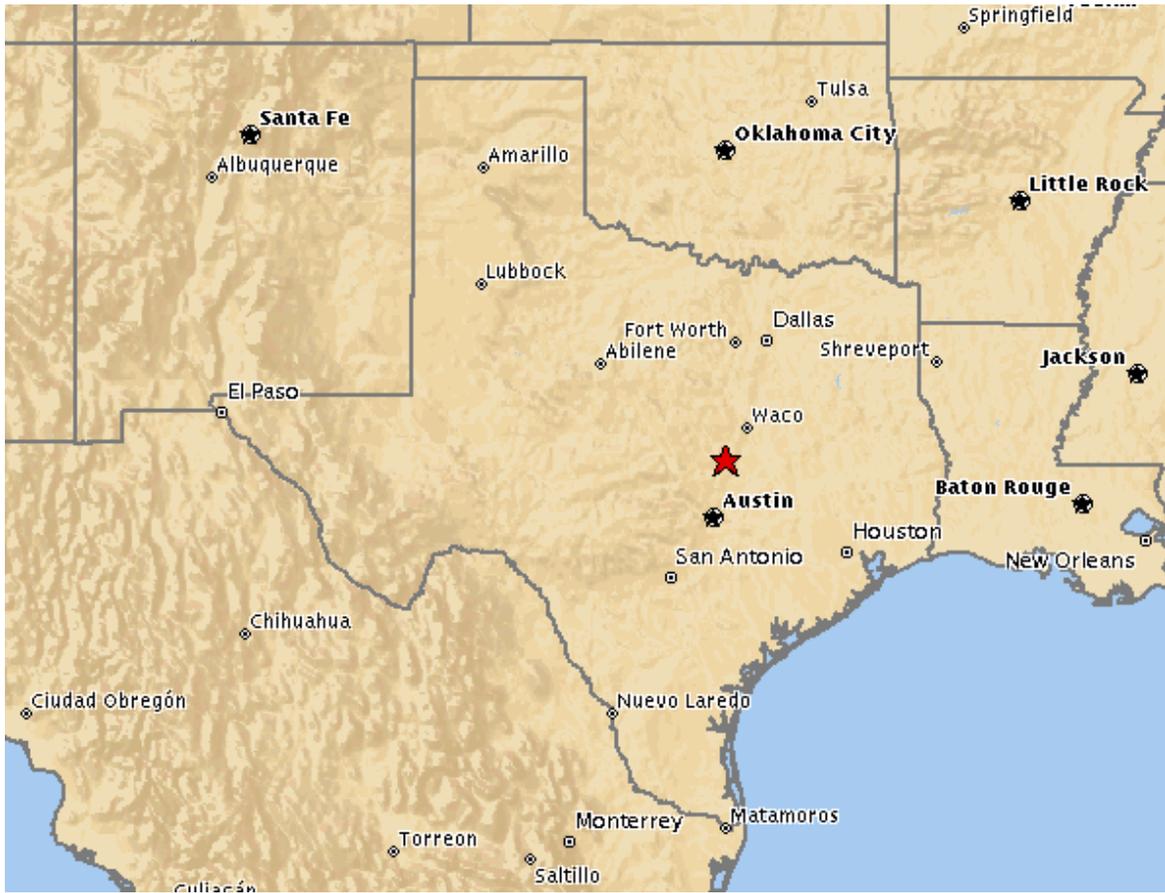
Respectfully submitted,



Sam A. Listi  
City Manager



Cristy Daniell  
Assistant City Manager  
Finance Director



Located deep in the heart of Texas, Belton is a unique city with friendly people and a rich history. Founded in 1850 on the banks of Nolan Creek, Belton serves as the county seat of Bell County, one of the fastest growing areas in Texas. Belton is located on the famous Chisholm Trail, it was home to Texas' first female governor and has been visited by the famous (Sam Houston) and the infamous (Sam Bass).

We celebrate the 4<sup>th</sup> of July in a big way! The celebration kicks off with the stirring God & Country Concert. Three exciting days of PRCA rodeo follow, held in the air-conditioned comfort of the Bell County Expo. And on the 4th of July, we have a Texas-sized parade! *Texas Highways* magazine says Belton is one of the top-ten places in Texas to be on the 4th of July. I think it is the BEST!

In our downtown area, you will find the Bell County Courthouse, which was recently restored, along with a surrounding Courthouse square. You will also find the Bell County Museum, housed in the historic Carnegie Library building, Cochran, Blair & Potts (the oldest department store in Texas), as well as numerous antique stores and other retail establishments.

Belton takes pride in its public school system and also in being home of the University of Mary Hardin-Baylor, chartered by the Republic of Texas in 1845. We have many churches which continue to grow, and an increasing number and variety of quality homes where a family can put down real Texas roots.

Lake Belton and Lake Stillhouse Hollow offer opportunities for water sports, camping, or just relaxing on the beach. On Lake Belton, you will find the Miller Springs Nature Center, where you can enjoy walking trails and experience nature with a wide variety of flowers, birds and wildlife. Chalk Ridge Falls Park, located on Lake Stillhouse Hollow, also offers walking trails and a lovely 20 foot waterfall.

While this is just a small part of what Belton has to offer, we take great pride in our city and our citizens, and invite you to visit Belton soon. Y'all come visit us on the Chisholm Trail!

Jim Covington  
Mayor

# TELEPHONE DIRECTORY

## **CITY HALL**

### **Administration**

City Manager 933-5819  
Assistant City Manager 933-5808  
City Clerk 933-5817  
Support Services Coordinator 933-5813  
Executive Secretary to City Mgr 933-5818  
Fax 933-5822

### **Development Services**

Development Services Director 933-5816  
Building Official 933-5815  
Assistant Building Official 933-5814  
Code Enforcement Officer 933-5820  
Clerk 933-5812

## **FINANCE DEPARTMENT**

Finance Director 933-5808  
Assistant Finance Director 933-5807  
Accounts Payable 933-5806  
Ambulance Billing 933-5804  
Cashier 933-5802  
Computer Technician 933-5803  
Personnel Clerk 933-5805  
Receptionist 933-5800  
Utility Billing 933-5809  
Fax 933-5859

**ECONOMIC DEVELOPMENT** 770-2270  
Fax 770-2279

## **FIRE DEPARTMENT**

Central Fire Station 933-5828  
Fire Station #2 933-5881  
Emergency 911  
Fire Chief 933-5885  
Assistant Fire Chief 933-5884  
Central Fire Station Fax 933-5826  
Fire Station #2 Fax 933-5887

## **HARRIS COMMUNITY CENTER**

Facility Manager 933-5860  
Fax 933-5861

## **LIBRARY**

Library Director 933-5832  
Fax 933-5831

## **PUBLIC WORKS**

Building Maintenance 933-5823  
721-6154  
Shop 933-5825  
Streets 933-5824  
Water & Sewer 933-5823  
Fax 933-5811

## **MUNICIPAL COURT**

Court Clerk 933-5838  
Fax 933-5870

## **PARKS**

Parks Superintendent 933-5834  
Fax 933-5833

## **POLICE DEPARTMENT**

Emergency 933-5840  
911  
Communications Room 933-5846

### **Administration**

Police Chief 933-5845  
Chief's Secretary 933-5844  
Admin Commander 933-5854  
Animal Control/Parking 933-5856  
Fax 933-5835

### **Criminal Investigation Division**

Investigator 933-5850  
Investigator 933-5851  
Investigator 933-5852  
Investigator 933-5853  
Secretary 933-5843

### **Operations**

Operations Commander 933-5848  
Patrol Sergeants 933-5847  
Patrol Office 933-5849

Visit us on the internet at:

**[www.ci.belton.tx.us](http://www.ci.belton.tx.us)**

You can email most City employees by using the following addressing method:  
First initial, last name, followed by @ci.belton.tx.us

For example, you can email Assistant City Manager Cristy Daniell at:  
[cdaniell@ci.belton.tx.us](mailto:cdaniell@ci.belton.tx.us)

# CITY INFORMATION

## BUDGET CONTENTS

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The City of Belton's annual budget is comprised of twelve sections, which can be grouped into three broad categories.

### 1. INTRODUCTION AND INFORMATION

Table of Contents: Indicates topic and page number location.

Budget Message: This letter contains information about the City's overall plan for accomplishing the City's objectives during the coming year and accomplishments during the past year.

City Information: Descriptions of the budget, the budget process, and the City organization. Also included is a synopsis of the City of Belton's history that was excerpted from "The Story of Bell County" and was written by the City's librarian, Lena Armstrong. This section also contains City and area demographic information compiled by the Belton Development Corporation. This section is intended to give non-technical users basic information to make the budget more "user-friendly".

Strategic Plan: Includes a description of the Strategic Plan purpose and process, current year budget, multi-year budget, and the full plan itself.

Personnel: Includes the City's organizational chart and listings of the City's elected and appointed officials.

### 2. FINANCIAL

Budget Summaries: Contains summaries of budget totals for all budgeted Funds of the City.

General Fund, Water/Sewer Fund, & Other Funds: These sections contain detailed budget information for the various Funds, Departments, and Divisions of the City. Where applicable, descriptions, goals, and performance indicators for the various Departments and Divisions are given.

Taxes & Debt: Displays various data about the City's ad valorem (property) tax. Contains payment schedules and bond information for the City's general obligation (tax supported) debt and revenue debt that are featured in this section.

Capital Outlay & Improvements: Schedules of the capital outlay (equipment, vehicles, etc.) contained in the operating budget. Also includes a schedule of capital outlay and improvements (infrastructure) to be made from capital project funds.

### 3. SUPPORTING INFORMATION

Reference: Copies of the ordinances generated by the budget process: the ordinance adopting the budget, the ordinance adopting the tax rate, and the ordinance adopting rates for City services which were included in budgeted revenues. Also includes the City's current fee schedule and a glossary of some of the words and acronyms contained in the budget.

## **THE CITY ORGANIZATION**

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The City of Belton is a home-rule City operating under a Council-Manager form of government. All powers of the City are vested in an elected Council, consisting of a mayor and six members who are elected by plurality vote from the City at large to serve a term of two years. The Council enacts local legislation, determines City policies, and employs the City Manager.

The City Manager is the Chief Executive Officer and the head of the administrative branch of the City government. He is responsible to the Council for the proper administration of all affairs of the City.

The City government provides a broad range of goods and services to its citizens. The activities and personnel required to provide these goods and services are organized into broad managerial areas called Funds. Funds are separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Funds are further organized into functional groups called Departments. A Department is a group of related activities aimed at accomplishing a major City service or program (e.g. Police Department).

A Department may be further divided into smaller areas called Divisions. Divisions perform specific functions within the Department (e.g. Animal Control is a Division of the Police Department).

At the head of each Department is a Director who is an officer of the City. Directors have supervision and control of a Department and the Divisions within it, but are subject to the supervision and control of the City Manager. A Department Head may supervise more than one Department.

## **THE BUDGET PROCESS**

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The City Charter establishes the fiscal year, which begins October 1 and ends September 30. To have an adopted budget in place by October 1 each year, the budget process must begin months before. In May, Department Heads receive budget request packets from the Finance Department. These packets contain information about the Department, including historical expenditure amounts, current expenditure and budget amounts, and estimated expenditure amounts for the upcoming budget year.

While the Departments are preparing their budget requests, the Finance Department calculates personnel costs, debt service requirements, and revenue projections for the new year. This data combined with the Department requests form a preliminary or "first draft" budget. At this stage, the budget is usually unbalanced; that is departmental requests, personnel costs, and debt service requirements are usually greater than anticipated revenues.

After receiving the first-draft budget from Finance, the City Manager conducts a series of meetings with the individual Department Heads to review and discuss their budget requests. These meetings are held in June and help the City Manager formulate his priorities and work agenda.

A series of City Council budget workshops are held, usually in July and August. These workshops are open to the public and are posted per open meetings law. Information as to date and time can usually be found in the local media coverage.

The workshops allow the City Council to receive input on the budget from the City Manager, the Departments, and Finance. It is through these workshops, as well as discussions with City staff, that the Council forms its priorities and work program for the proposed budget.

With guidance from the Council, the City Manager then formulates a proposed budget that is submitted to Council before August 31. State law and the City Charter require that a public hearing on the proposed budget be held before the Council votes on its adoption. A notice of the public hearing is published in the local newspaper, and the hearing is held during a regular City Council meeting. This hearing provides an opportunity for citizens to express their ideas and opinions about the budget to their elected officials.

After the public hearing, the City Council votes on the adoption of the budget. If the budget is not accepted and formally approved by the City Council before September 28, the budget submitted by the City Manager is deemed to have been finally adopted by the Council until such time as the Council adopts a budget.

After adoption of the budget, the City Manager may transfer any unencumbered (unobligated) budget amount or portion thereof between general classifications of expenditures within a Division or Department. At the request of the City Manager and within the last three months of the fiscal year, the Council may by resolution, transfer any unencumbered appropriation or portion thereof from one Division or Department to another. The City budget may be amended and appropriations altered in accordance therewith in cases of public necessity, after the conduction of a public hearing called for such purpose. This year's budget calendar follows on the next page.

**CITY OF BELTON**  
**Budget & Tax Calendar**  
**FY 2009**

<b>Date</b>	<b>Event</b>	<b>Requirement/Action</b>
May 13, 2008 (Tuesday)	Regular Council Meeting	▶ Presentation of mid-year budget report to Council.
May 9, 2008 (Friday)	Budget Packets to Departments	▶ Budget printouts & budget request forms distributed to departments.
May 28, 2008 (Wednesday)	Budget Packets to Finance	▶ Departments return completed budget request forms to Finance.
June 1 – June 30, 2008	Budget Preparation	▶ City Manager & staff review requests; department heads meet w/Manager; staff prepares draft budget.
July 8, 2008 (Tuesday)	Regular Council Meeting Budget Workshop	▶ Drainage Fund
July 15, 2008 (Tuesday)	Special Council Meeting Budget Workshop	▶ Development Corp Budget
July 22, 2008 (Tuesday)	Regular Council Meeting Budget Workshop	▶ Water & Sewer Fund
July 29, 2008 OR August 5, 2008 (Tuesday)	Special Council Meeting Budget Workshop	▶ General Fund ▶ Debt Service Fund ▶ TIRZ Fund
August (month of)	Calculate & Publish Effective and Rollback Tax Rates	▶ By Appraisal District.
August 12, 2008 (Tuesday)	Regular Council Meeting Budget Workshop	▶ Hotel/Motel Fund
August 19, 2008 (Tuesday)	Special Council Meeting Budget Workshop	▶ Clean-up budget workshop ▶ Call for public hearing on budget ▶ Record vote to place a proposal to adopt the tax rate on the agenda of a future meeting as an action item and call for two public hearings on the tax rate
August 21, 2008 (Thursday)	Newspaper Notices	▶ Publish notice of public hearing on budget. ▶ Publish notice of public hearings on tax rate ▶ Post web site notice of public hearings on tax rate
August 26, 2008 (Tuesday)	Regular Council Meeting	▶ 1 <sup>st</sup> public hearing on tax rate. Announce the date, time and place of the meeting at which Council will vote on the tax rate.
September 2, 2008 (Tuesday)	Special Council Meeting	▶ 2 <sup>nd</sup> public hearing on tax rate. ▶ Announce the date, time and place of the meeting at which Council will vote on the tax rate. ▶ Public hearing on budget. ▶ Public input on strategic plan.
September 4, 2008 (Thursday)	Newspaper Notice	▶ Publish "Notice of Vote on Tax Rate
September 9, 2008 (Tuesday)	Regular Council Meeting	▶ Adopt strategic plan. ▶ Adopt fee schedule. ▶ Adopt budget ▶ Adopt tax rate

## **CITY FUNDS**

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As mentioned previously, the City is organized into Funds. For fiscal (financial) purposes, a fund is a separate accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, residual equities, and the changes therein are segregated and recorded. The budgeted funds for the City include:

### **Governmental Funds:**

- General Fund: Accounts for all financial resources except those required to be accounted for in another Fund. The General Fund of the City of Belton contains the Administration (City Manager), Finance, Municipal Court, Police, Fire, Streets, Parks, Development Services, Library, Refuse Collection, and Maintenance Departments.
- Belton Development Corporation Fund: Accounts for activities related to the ½ percent economic development sales tax approved by voters in 1990.
- Hotel/Motel Tax Fund: Accounts for activities related to the City's 7 percent hotel/motel occupancy tax. These funds can only be used for purposes designated by the State and further designated by the City Council.
- Debt Service Fund: Accounts for the accumulation of resources for, and the payment of general long-term debt principal and interest.
- Tax Increment Reinvestment Zone Fund: This fund is used to account for projects financed with tax revenues collected in the City's tax increment and reinvestment zone, created pursuant to the state tax code statutes.

### **Proprietary Funds:**

- Water/Sewer Fund: Accounts for operations related to providing water and sewer service to the citizens of Belton. The Water/Sewer Fund contains the Utility Administration, Water, and Sewer Departments.
- Drainage Fund: Accounts for operations related to providing storm drainage service to the citizens of Belton.

The CAFR does include non-budgeted funds, which are not included in this budget document.

## **BASIS OF BUDGET & ACCOUNTING**

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The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

- Liabilities for compensated absences that are expected to be liquidated with available financial resources are accrued as earned by employees (GAAP) as opposed to being expensed when paid (Budget basis).
- Principal payments on long-term debt are applied to the outstanding liability on a GAAP basis, as opposed to being expensed on a Budget basis.
- Capital outlays are recorded as assets on a GAAP basis and expensed on a Budget basis.

# FINANCIAL AND BUDGET POLICIES

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The **General Fund balance** shall be adequate to handle unexpected decreases in revenues plus extraordinary unbudgeted expenditures. The minimum fund balance should be at least 90 days of operating expenditures. The projected fund balance at the end of FY 2009 is 146.78 days.

**Investments** made by the City shall be in conformity with State law and the City of Belton investment policy, adopted by the City Council on December 11, 2007. All investments shall stress safety, liquidity, public trust, and yield - in that order.

An **independent audit** will be conducted annually.

The City will produce **annual financial statements in accordance with** generally accepted accounting procedures (**GAAP**) as outlined by the Governmental Accounting Standards Board (**GASB**).

The City will produce a Comprehensive Annual Financial Report (**CAFR**) **which meets the requirements for** the Government Finance Officers Association's (**GFOA**) **Certificate of Achievement for Excellence in Financial Reporting**. The City has received twenty-two consecutive Certificates from FY 1986 through FY 2007. We believe the FY 2008 audit will also conform to the standards of the Certificate Program, and it will be submitted to GFOA for award consideration.

The **budget should be balanced** with current revenues plus available unreserved fund balances equal to or greater than current expenditures. All budgeted funds have balanced budgets for FY 2009.

The **tax rate should be adequate** to produce revenues required to pay for City services as approved by the City Council. The City Council has indicated their desire to avoid increasing the tax rate and has decreased the rate 16.89 cents over the last fourteen years.

**Sales tax revenue projections should be conservative** due to the elastic nature of this economically sensitive revenue source. Sales tax projections for FY 2009 are budgeted with a conservative 5% growth factor.

The **General Fund should be compensated by other funds for** general and administrative **services provided**, including management, finance, personnel, and the use of City streets and the City shop. The transfers for FY 2009 are \$287,000.

The City will **not issue debt to finance current operations**. No debt was issued in FY 2008 to finance current operations.

A **contingency amount** shall be included in the annual budget in an amount not to exceed 3% of total General Fund expenditures, to be used in case of unforeseen items of expenditures. The FY 2009 contingency amount is set at \$100,000 or 1.14% of operating expenditures before the contingency amount.

The City will **maintain physical assets** at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs.

The City will produce an **annual budget document that meets the criteria for GFOA's Distinguished Budget Presentation Award**. The City has received the award for sixteen consecutive years, for FY 1993 through FY 2008.

The City's water and sewer **utilities shall operate on a self-supporting basis** so that user charges for services shall fully cover the cost of providing those services. All water and sewer revenue in the FY 2009 budget is generated from user fees and interest thereon.

The City will **not use property taxes** or other General Fund revenues **to subsidize the utility operations**. The FY 2009 budget does not contain any transfers from the General Fund to the Water & Sewer Fund.

**Utility rates shall be reviewed annually** to ensure that they will generate revenues adequate to cover operating expenditures, meet bond covenants, and allow for adequate capital replacement. A formal water and sewer rate study was conducted in FY 2002 and FY 2008. The water and sewer rates for FY 2009 have been raised to accommodate expansion of system infrastructure.

The City's **rate structures for water and sewer services will** (to the greatest extent possible) **be fair and equitable** to all customers. The current water and sewer rates per 1,000 gallons are the same for all customers.

The City will **maintain sufficient net revenues to meet the debt coverage** required by existing revenue bond indentures. The projected coverage for FY 2009 exceeds current debt coverage requirements.

The **utility system will maintain a bond rating** of Baa (Moody's) and A- (Standard & Poors). The most recent ratings are at this level.

The **utility system will operate in the most efficient manner possible** to keep rates as low as possible while maintaining sufficient revenues for the timely maintenance and replacement of utility system capital assets.

The City will **make timely investment in the expansion of capital assets** to provide adequate levels of service in conformance with State and Federal regulations, and meeting the appropriate health, safety, and environmental standards.

The City will **provide timely and accurate billing to customers**, providing safeguards to ensure prompt payment and minimal financial losses from delinquent customers which have to be passed onto the remaining customers.

# PERFORMANCE MEASUREMENT

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**Performance measurement** is a management tool that measures both quantitatively and qualitatively the level of service being provided. This tool seeks to answer the question “How well are we doing?” as well as the question “How well should we be doing?”

Generally, government entities collect volumes of data on a wide variety of services and activities. This data is usually available from existing sources such as financial reports, audits, department reports and studies. However, data to measure efficiency and effectiveness are less available than information on workload and expenditures. For example, data on the number of streets maintained are usually available, but information on the condition of streets is not. Measurable goals and information on citizen satisfaction is often unavailable. Consequently, managers, elected officials, and the public know how much services cost and the levels of service provided, but know little about the productivity, accomplishments, and quality of those services.<sup>1</sup> A performance measurement and management program seeks to provide that information.

The City of Belton has long collected data on workload demands and service levels; however, the City has just begun to identify performance measurements. The following performance measures were developed by staff and management. Some of the information for the measures was already being collected; some was not. These measures will continue to be refined and expanded in FY 2009.

Department	Performance Measure	Goal	Actual FY 2008
Finance	Maintain a fund balance of at least 25% of operating expenditures (90 days operation).	25%	40%
	Collection rate for current taxes.	96½%	98.01%
	Produce an annual budget document that meets GFOA Distinguished Budget criteria.	Yes	Yes
	Produce an annual CAFR that meets GFOA Certificate of Achievement criteria.	Yes	Yes
Police	Average response time to calls for emergency service within the City.	5 min.	7 min.
	Percentage of stolen property recovered.	60%	54%
	Percentage of issued warrants that are served.	60%	72%

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<sup>1</sup> “A Practical Guide for Measuring Program Efficiency and Effectiveness in Local Government”, The Innovations Group, Copyright 1992.

<b>Department</b>	<b>Performance Measure</b>	<b>Goal</b>	<b>Actual FY 2008</b>
Fire	Respond to fire calls inside the City within 5 minutes.	98%	50%
	Contain structural fires to confines of building.	98%	98%
Streets	Repair of utility cuts within 5 days.	95%	95%
	Complete work orders within 5 days.	95%	95%
Planning	Complete review of applications within 5 days of receipt.	5 days	5 days
	Issue utility permits within an average of 30 minutes.	30 min.	5 min.
Inspections	Average time per inspection.	30 min.	15 min.
	% of requests for specialty inspections completed within 4 hours of request (during working hours).	95%	95%
	% of requests for building inspections completed within 4 hours of request (during working hours).	90%	95%
	% of investigations due to citizen complaint completed within 15 days of receipt.	95%	100%
	Average time for compliance with code.	7 days	7 days
Library	Increase circulation each year.	5%	-4.33%
Utilities	Bad debts written off as a % of total billed.	0.50%	0.27%
	15% or less unaccounted for water loss.	15%	13.21%
	Repair main breaks within 3 hour average or less.	3 hours	3 hours
	Respond to all emergency main breaks within 20 minutes (regular working hours).	100%	100%
Maintenance	Repairs returned for corrective action.	2%	2%
	90% of equipment repairs completed within 2 working days.	90%	90%
	Maximum average downtime for fleet repairs.	2 days	2 days
	Respond to service requests within 1 day of receipt.	1 day	1 day

## A HISTORICAL PERSPECTIVE

Lena Armstrong, the City Librarian for 54 years and the unofficial historian of Belton wrote the following synopsis of Belton's history. She penned a longer version of Belton history, which is included in the two-volume edition of "The Story of Bell County" published in 1988 by the Bell County Historical Commission. Lena retired from the City in December of 1998, and subsequently passed away in January of 1999. She is fondly remembered and sorely missed.

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In August 1850, the new pioneer town of Belton (first named Nolandville that was changed to Belton in 1851) was laid out in blocks, streets, and lots with the courthouse public square the center. It was designated County seat for the newly organized Bell County. Incorporated in 1852, it was the only town in the County and was the last place of civilization seen by the pioneers heading West by horseback or wagon train.

Within a month after lots were sold, a post office was established and mail was arriving by horseback. But in 1852, a stagecoach route beginning in Tennessee and ending in Brownsville was stopping weekly in Belton to deliver mail, new arrivals and freight. By now, the first courthouse was in use, a log cabin placed high on blocks as safeguard from devastating floods, provided all too frequently by Nolan Creek running very near the public square. In 1853, a two-story log jail was built followed by a school, hotel, church, saloons, stores and other businesses. Most were log buildings or pole shacks, but with a new surge of people, more permanent buildings were built. Stores were erected using native stone and were two-story with the business on the first floor, family quarters on the second. A number of these stores have survived and are still in use. The A.D. Potts building, built in the late 1860's, not only is still in use but is still owned by the Potts family.

Just prior to the Civil War, Sam Houston stumped the State, urging people to not vote for secession. He made two speeches in downtown Belton, but his talks were not well received. He was booed so loudly on one occasion, he took out his two pistols, laid them on the goods box he was using for a podium, and dared anyone to interrupt him. They did not.

In 1858, the County commissioners built a new courthouse, spending \$14,000 for a two-story limestone building replacing the first courthouse which had become completely inadequate for the population the County now served. Bellcountians so opposed the new edifice, they voted out of office every commissioner, replacing them with more conservative men. It was 26 years before a third (and last) courthouse was approved and built.

Over a thousand Bell County and Belton men joined the Confederate Army and Belton women did their part by meeting daily at the courthouse to sew clothing for the soldiers. There was only one sewing machine in Belton, and it saw constant use. As the War progressed, the effects of the War were felt strongly. Supplies and inventories, as well as currency dwindled and many stores were forced to close. War's end, and defeat, saw all elected officials from the Governor to Mayors replaced with Union appointees. Federal troops patrolled the streets of Belton giving little protection to the citizens and their property. Outlaws roamed the area stealing, assaulting and killing

to such an extent that Belton men decided to do something. In the dark of the night, bands of horsemen arrived at the County jail (still standing) where ten prisoners were jailed. The horsemen dismounted, moved into the jail and shot nine men to death. It is said that for decades after, outlaws rode wide around Belton. Sam Bass, on his way to rob a bank, refused to enter Belton, saying "Those Belton men are too tough for me".

The 1870's saw a boom with building, new businesses and new enterprises. A Belton group organized the Belton Telegraph company that was chartered and extended to Round Rock where it joined Western Union. The telegraph provided daily quotes of the cotton market, necessary for an area where cotton was King. The 1870's also saw the formation of the now famous Belton Woman's Commonwealth, a loosely organized group that in retrospect seems more a battered wives' refuge than a utopian commune.

Belton met its first setback in 1881 when the City fathers, after meeting the demands of Santa Fe railroad representatives and putting up \$75,000, found themselves duped out of a railroad in Belton. They sued, but the company built their own town that they named Temple. After many years, the Supreme Court finally ended the case in favor of Belton. Meanwhile, they contracted with the M.K. & T. and by 1882, the Katy's depot was built a block from the courthouse. In the interim, Belton went "modern" with a water system and mains throughout town, an electric and telephone companies, a fire department, lumber yard, flour mill, plus newspapers, and banks. There was also a brand new college - Baylor Female College, now the University of Mary Hardin Baylor. Two beautiful parks, still maintained by the City of Belton, were acquired during these decades: the Confederate Park, donated to the City by citizens honoring the ex-Confederate Veterans; and the Yettie Tobler Polk Park, commemorating Mrs. Polk and her four children who drowned in a devastating flood that inundated Belton in 1913.

Belton got into severe financial difficulties before the Great Depression, but managed to work its way out by the 1970's. World War II and the arrival of Fort Hood to the County brought economic relief and a surge of growth. Two large lakes built during this time provide tourist attractions and IH-35 makes Belton attractive to industries and businesses.

Lena Armstrong

# CITY AND AREA DEMOGRAPHICS

## LOCATION

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Belton is situated along the banks of the Leon River in the rapidly growing Central Corridor of Texas. It is on Interstate 35 near the geographic center of the state, approximately 135 miles south of Dallas/Fort Worth and 60 miles north of Austin. Local topography varies from rolling plains to wooded hills with two large lakes just ten minutes from downtown. Within a 150 mile radius of Belton is a market of over 9.4 million people, including the Dallas/Fort Worth Metroplex, San Antonio, and much of Houston. This region encompasses 55 percent of the population of Texas.

Distance to:

Austin	60 miles	Denver	900 miles
Dallas	135 miles	Atlanta	953 miles
San Antonio	137 miles	Chicago	1,117 miles
Houston	170 miles	Los Angeles	1,393 miles
El Paso	582 miles	New York	1,780 miles

## CLIMATE

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Average Winter Temperature	47.3 ° F
Average Summer Temperature	87.5 ° F
Average Annual Precipitation	35.60"
Average Annual Snowfall	0.90"
Elevation	736 Feet

## POPULATION

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	<u>2000</u>	<u>1990</u>	<u>1980</u>
Belton	14,623	12,476	10,660
Bell County	237,974	191,088	157,889
Killeen/Temple MSA (Bell, Coryell Counties)	312,952	255,301	214,656

## EDUCATION

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Belton Independent School District:

- 2 - high schools, 2 - junior high schools, 7 - elementary schools
- Over 90 percent of graduating seniors pursue further education.

- Belton High School was recognized in 1991 by the U.S. Department of Education as an exemplary Drug Free School.

Higher Education:

- Belton: University of Mary Hardin Baylor
- Bell County: Texas A & M College of Medicine, Temple  
Temple College, Temple  
Central Texas College, Killeen  
University of Central Texas, Killeen
- Area Colleges/Universities: Baylor University, Waco  
McLennan Community College, Waco  
Texas State Technical College, Waco  
Southwestern University, Georgetown  
The University of Texas, Austin  
St. Edwards University, Austin  
Huston-Tillotson College, Austin  
Concordia Lutheran College, Austin  
Austin Community College, Austin  
Texas A & M University, College Station

**TRANSPORTATION**

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- Highways: Interstate 35, US Highway 190, State Highway 317, Loop 121, State Highway 253, FM 436, FM 439, FM 93, and FM 817.
- Bus Lines: Greyhound/Trailways and Kerrville Bus Lines - 19 departures daily.
- Motor Freight: Eleven local carriers.
- Railroad: Santa Fe Railroad, Georgetown Railroad, AMTRAK passenger service in Temple.
- Air: Killeen-Fort Hood Regional Airport via American Eagle and Continental Airlines.

## **UTILITIES**

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### Electric Power:

Supplier	TXU Electric Delivery
	Numerous retail electric providers
Transmission Lines	Two 138,000 KV lines
Distribution Voltage	12,000 KV

### Natural Gas:

Supplier	TXU (Texas Utilities)
Transmission Line	One 16-inch line
Transmission Line Pressure	250 - 350 PSI
Heating Value	1,030 BTU per cubic foot

### Water Supply:

Supplier	City of Belton
Water Source	Surface water, Lake Belton
Plant Capacity	6.57 Million Gallons Daily
Average Consumption	2.50 Million Gallons Daily

### Sewer System:

Operator	Brazos River Authority
Treatment Plant	Activated sludge
Capacity	2.50 Million Gallons Daily
Current Usage	1.13 Million Gallons Daily

### Telephone:

Supplier	Southwestern Bell
	Numerous long distance and mobile companies
Digital Switching	Yes

## **INDUSTRIES**

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Belton's business community is dominated by three sectors comprising the majority of employees - manufacturing, education, and government.

The industrial sector is represented by companies manufacturing office chairs, school furniture, agriculture equipment, welding gases, fiberglass tanks, roofing material, specialty advertising products, corrugated boxes, women's formal wear, exercise equipment, veterinary vaccines, and centrifugal alloy castings. Various warehousing and distribution plants handle meat products, snack foods, parcel delivery, and insulation.

Fort Hood U.S. Army Installation is located 17 miles west of Belton. It is the largest armored base in the free world and retains a military force of approximately 38,000. Land area totals 339 square miles in Bell and Coryell Counties. The annual financial impact exceeds \$1.5 billion.

Health care stands as the largest single industry in Bell County. Over 15,000 people are employed in the medical field with over 450 physicians in the Belton/Temple area alone. There are five hospitals in Bell County: Scott & White Hospital and Clinic, King's Daughters Hospital and Clinic, Olin E. Teague Veteran's Center, Metroplex Hospital, and Darnall Army Community Hospital. Scott & White has the fourth largest multi-specialty group practice in the U.S., employing 5,000 people.

There are four banks and two credit unions represented in Belton with branch offices located throughout Bell County and Central Texas.

## **MAJOR EMPLOYERS**

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<u>Employer</u>	<u>Product</u>	<u>Employees</u>
Belton Independent School District	Education	1,300
Bell County	Government	1,150
Super Wal-Mart	Department Store	375
University of Mary Hardin Baylor	Education	361
Fleetwood Homes of Texas	Mobile Home Manufacturer	250
Custom Printing	Specialty Advertising Products	225
United Parcel Service	Package Delivery	169
Belco Manufacturing	Fiberglass Tanks	163
Cedar Crest Hospital & Clinic	Counseling & Treatment Center	150
Superior Chaircraft	Office Furniture	140
City of Belton	Government	140
Central Texas Council of Govt.	Governmental Association	122
HEB Grocery	Grocery Store	112
Izzy Design	Office Furniture	102
Crestview Manor	Nursing Home	90
American Spincast	Centrifugal Alloy Castings	70
Tarco of Texas	Roofing Material	63
Texas Dept of Transportation	Highway Construction	60
McDonalds	Restaurant	60
Texas Star	Security Services	55
Scott & White Clinic	Healthcare	53
Franklin Industrial Minerals	Mineral Mining and Processing	50
Ag-Meier	Farm Equipment	45
Whataburger	Restaurant	35
Compass Bank	Financial Institution	34
U.S. Postal Service	Package Delivery	33
Hydraulic Fitness & Rehab Equipment	Fitness Equipment, Parts, & Repair	30
Age Box Company	Corrugated Boxes	25
First Texas Bank	Financial Institution	22
U.S. Army Corps of Engineers	Management of Lakes	20
T.R. Thornton	Bridal/Formal Wear Mfg.	20
Frito Lay	Distribution Center	19

## **COMMUNITY AND RECREATION FACILITIES**

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Newspaper:	Belton Journal (weekly) Temple Daily Telegram (daily)
Radio:	KPLE - Country/Western format KUSJ - Country/Western format KTEM - Talk Radio KNCT - Public Broadcasting System KTON - Christian Radio KIIZ/KLFX - Classic Rock format
Television:	KCEN-TV Channel 6 KWTX-TV Channel 10 KXXV-TV Channel 25 35 Cable Channels
Library:	1 Municipal - over 25,000 volumes 1 University - Mary Hardin Baylor
Churches:	33 with 12 denominations
Motels:	3 with 158 rooms
Hotels:	1 with 72 rooms
Golf Course:	1 Public 18-hole course in Belton. Within a 10 minute drive, there are 2 Championship Country Clubs and 1 Public Course.
Museums:	Bell County Historical Museum Bell Fine Arts Museum

**Harris Community Center:** This newly renovated structure is situated gracefully along Nolan Creek and is an ideal setting for meetings, receptions, and reunions. The original building was constructed in 1936 and housed the Harris School, a historic African American school recognized with a state historical marker for its contribution to African American education. The building and grounds were conveyed from the school district to the City of Belton in 2005 for renovation. The Center was dedicated in July 2006 in conjunction with the West Belton-Harris High Ex-Student's Association annual reunion. The Center has already received numerous awards and accolades, and ensures that the legacy, heritage, and contributions of those who came before us will be remembered.

**Bell County Expo Center:** Central Texas' newest and best entertainment complex, the Expo Center includes a 9,400 seat main arena, a special events room, an assembly hall, an exposition building, and horse barns.

Lakes: Belton Lake (7,400 acres) and Stillhouse Hollow Lake (6,340 acres) offer outdoor recreation, fishing, boating, skiing, boat rentals, launching ramps, picnic grounds, restrooms, restaurants, snack bars, drinking water, camping areas, RV areas, marinas, and nature trails.

Heritage Park: This 62 acre park along the Leon River includes a baseball/softball complex, 4 soccer fields, picnic areas, jogging paths, fishing dock, playscape area, group pavilion, concession stand, and ample lighted parking.

Chisholm Trail Park: This 34 acre park includes a one mile walking trail, 2 softball fields, soccer field, multipurpose field, in-line hockey rink, multipurpose court, volleyball court, playground, horseshoe pits, picnic areas, amphitheater, pavilion, concessions stand, and parking.

Harris Community Park: This park includes a playground, splash, pad, and pavilion with restrooms. It is located near the renovated Harris Community Center and overlooks Nolan Creek and the Hike and Bike Trail.

SummerFun USA: A water amusement park along the banks of the Leon River adjacent to Heritage Park. The park includes a swimming pool, giant water slides, children's area, concessions, and picnic area.

Bell County Museum: One of twelve remaining Carnegie Libraries in Texas, this historic building was restored in 1990 and now stands as the major collection of Bell County history. In 1991, the Bell County Museum was awarded the entire collection of artifacts of Miriam "Ma" Ferguson, the first woman governor of Texas and a native of Bell County.

Independence Day Celebration and PRCA Rodeo: The Annual 4th of July Celebration has been celebrated since the late 1800's and attracts crowds from all over Central Texas. The Celebration includes a kick-off barbecue and old time shoot out on the Courthouse lawn, a four day Professional Rodeo Cowboy's Association Rodeo, a family fun carnival, God and Country concert featuring religious and Texas music, July 4th parade and patriotic program, and a day full of activities in Yettie Polk Park. Festivities in Yettie Polk Park include Children's Day in the Park, Old Fiddler's Contest, gospel singing, arts and crafts festival, and food booths. The Celebration is sponsored by the Belton Area Chamber of Commerce.

Historical Homes Tour: The annual Historical Homes Tour is held the last weekend in April. The tour features private homes and public buildings. The buildings include the Bell County Courthouse, the Bell County Museum, the University of Mary Hardin Baylor Museum, and the Old Church Art Gallery. The Homes Tour is sponsored by the Belton Area Chamber of Commerce and the Historical Homes Tour Committee.



# City of Belton Strategic Plan

FY 2009–2014

October 1, 2008

## **HISTORY OF THE STRATEGIC PLAN**

In FY 2000, the City Council began an in-depth strategic, long-range planning project. The objective of this project was to identify long-range problems, challenges and opportunities for the City of Belton and to develop and pursue appropriate strategies to address these issues. The process began with two weekend retreats attended by Council members, the City Manager, and a professional facilitator. These retreats resulted in the identification of a set of preliminary goals divided into five categories: (1) Delivery of Services; (2) Economic Development; Growth and Revenue; (3) Parks and Recreation; (4) Environmental; and (5) Strategic Initiatives.

After goals were identified and ranked by Council, City staff conducted its own strategic planning session, aided by the facilitator. Staff's objective was to review Council's list and offer input into each goal. Staff also identified which personnel would be primarily responsible for the implementation and oversight of each goal.

Next, Council sought input from community leaders by inviting over 100 individuals from all sectors of the community. Attendees came from State agencies, County government, the Belton Independent School District, the University of Mary Hardin Baylor, the Chamber of Commerce, City allies, various City boards and commissions, and the media. This session further refined goals and even added some goals which had not been identified from inside the City organization. The attendance and enthusiastic involvement of attendees testify to the community support for this strategic planning process.

The next step was for citizens to provide their input through a series of public meetings on the strategic plan. Finally, City staff identified barriers, strategies and tasks necessary to achieve each goal. This entire process ended with the adoption of a Strategic Plan for the City of Belton on September 11, 2001.

As a prelude to the annual budget process, a review and update of the Strategic Plan has occurred each year since the initial Strategic Plan adoption in 2002, 2003, 2004, and 2005. With Council changes, and with significant tasks identified in the initial Plan accomplished, the Council decided a comprehensive Strategic Plan update was needed in 2005.

The Central Texas Council of Governments (CTCOG) was selected by the City Council to facilitate the update of the Strategic Plan. Individual interviews were scheduled with each City Councilmember in order to learn more about their background, ideas and vision for the future development and growth of the City. These interviews were summarized to organize the views and opinions of each of the members. A two day retreat was scheduled with the City Council at the end of August 2005, and several items were discussed regarding the updated Strategic Plan including the structure of the updated Plan; Strategic Plan element development and prioritization; discussion and agreement regarding the key issues; next steps; and future support of the revised plan.

During the retreat the City Council determined that the main Strategic Plan Priorities included community relations, city services, fiscal management, economic development, municipal infrastructure, planning and development, transportation, and public safety. These priorities

were modified slightly according to topical areas and to address all strategic plan needs. Then, each priority was discussed to determine where the City needed to focus in order to reach these goals.

Upon completion of the retreat, a draft Strategic Plan document was submitted for city review. Following revisions, a final document was delivered to the City Council for review at a public meeting. Following reformatting and editing, the 2007-2012 Strategic Plan was printed for first time distribution to each City of Belton household in May 2007.

It was the consensus of the City Council that the Plan should be reviewed as part of the annual budget each year. Additionally, the Plan should be comprehensively reviewed at a minimum of every two years. The next scheduled major update will occur in 2009.

### **IMPLEMENTATION PROCESS**

It is very important that the City of Belton continuously use the Strategic Plan in its planning processes, especially in preparation of the annual budget and Capital Improvement Plans. This Plan will be referred to in developing the work plans for each City department and should be updated annually. The following items outline the process for utilizing the Strategic Plan:

- Review Strategic Plan, functional action plans and financials with City Council annually. Update the Strategic Plan based on progress in implementation, changed priorities, and financial conditions.
- Review and update annually policy statements, goals, and strategies to determine their appropriateness.
- Budget for strategic priority items in each annual budget cycle as appropriate.
- Ensure functional plans remain updated and consistent with Capital Improvement Plans, annual budget needs, strategic plan policy statements, and goals.
- Completely re-evaluate the entire Strategic Plan at least every two years. The next anticipated comprehensive evaluation should occur in 2009.

**City of Belton**  
**Strategic Plan Elements - Five Year Implementation Plan**  
**Multi-Year Cost Projection**

Strategic Plan Element	Actual FY 07	Projected FY 08	Proposed FY 09	Estimated FY 10	Estimated FY 11
<b>1. Strategic Initiative Goals</b>					
A Update Strategic Plan regularly	\$ 7,500	\$ 5,000	\$ 10,000	\$ 5,000	\$ 5,000
B Ultimate vision for City					
C Infrastructure master plans			FCL / CIP	FCL / CIP	FCL / CIP
D Implement updated CIP			FCL / CIP	FCL / CIP	FCL / CIP
E Seek grants	----- Varies with grant and award amount -----				
F Affordable housing strategies	\$ 7,500	\$ 10,000	\$ 62,500	FCL	FCL
G Enhance partnerships			\$ 120,000	\$ 120,000	FCL
H Neighborhood preservation and rehab	\$ 10,000	\$ 20,000	\$ 35,000	\$ 50,000	\$ 50,000
<b>2. Community Relations Goals</b>					
A Public info about City services & programs				\$ 50,000	\$ 50,000
B Customer service & response to citizens	\$ 15,000	\$ 6,300	\$ 9,900	\$ 6,300	\$ 6,300
<b>3. Delivery of Services Goals</b>					
A City master plans				FCL	FCL
B Balance service expansion with revenues	\$ 2,500	\$ 11,000	\$ 5,000	\$ 5,000	\$ 5,000
C Adequately trained & compensated staff	\$ 191,892	\$ 215,560	\$ 130,000	FCL	FCL
<b>4. Fiscal Management Goals</b>					
A Long-range fiscal strategy					
B Comprehensive technology plan	\$ 82,559	\$ 72,832	\$ 66,882	\$ 75,000	\$ 80,000
C Customer service and communication	\$ 7,100	\$ 3,500	\$ 10,000	FCL	FCL
<b>5. Economic Development Goals</b>					
A Economic development strategy		\$ 30,000	\$ 60,000		
B Full range of economic develop activity	\$ 100,000	\$1,817,350	\$ 2,250,000	FCL	FCL
C Quality of life business recruitment	\$ 41,650	\$ 78,500	\$ 300,000	FCL	FCL
<b>6. Municipal Infrastructure Goals</b>					
A Plan the City's infrastructure system				FCL	FCL
B Build the City's infrastructure system	\$5,982,592	\$ 1,966,667	\$ 7,000,000	\$3,000,000	FCL
C Maintain the City's infrastructure system	\$ 287,130	\$ 316,506	\$ 341,609	\$ 350,000	\$ 360,000
<b>7. Planning, Development and Growth Goals</b>					
A Comprehensive land use plan				FCL	FCL
B Revise development standards	\$ 30,000	\$ 27,000	FCL	FCL	FCL
C Growth management strategy	\$ 9,000	\$ 20,000	\$ 45,000	FCL	FCL
D Code enforcement strategy	\$ 40,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
<b>8. Transportation Goals</b>					
A Thoroughfare plan			\$ 15,000	FCL / CIP	FCL / CIP
B Partnerships for transportation interests					
C City code requirements and transportation					
<b>9. Public Safety Goals</b>					
A Staffing, training, equipment and facilities	\$ 4,100			FCL	FCL
A Staffing, training, equipment and facilities	\$ 267,340	\$ 401,500		FCL	FCL
B Education, outreach and prevention					
C Utilize BCCC records management system					
D Drug task force					
E Participate fully in BCCC programs	\$ 176,990	\$ 178,403	\$ 205,712	\$ 210,000	\$ 215,000
F Police department strategic plan		\$ 20,000	\$ 50,000	FCL	FCL
<b>10. Leisure Service Goals</b>					
A Library master plan				FCL / CIP	FCL / CIP
B Parks and recreation master plan	\$ 455,843	\$ 200,000		FCL / CIP	FCL / CIP
<b>Totals</b>	<b>\$7,718,696</b>	<b>\$5,430,118</b>	<b>\$ 10,746,603</b>	<b>\$3,901,300</b>	<b>\$ 801,300</b>
General Fund	\$ 538,330	\$ 676,903	\$ 330,712	\$ 290,000	\$ 295,000
Water & Sewer Fund	\$ 9,600	\$ 14,500	\$ 15,000	\$ 5,000	\$ 5,000
Shared Costs	\$ 199,392	\$ 250,560	\$ 320,000	\$ 125,000	\$ 5,000
Other Funds	\$ 159,150	\$1,925,850	\$ 2,600,000	\$ 50,000	\$ 50,000
CIP-Capital Improvements Program	\$6,442,535	\$2,166,667	\$ 7,000,000	\$3,000,000	FCL
Imbedded in Operating Budgets	\$ 369,689	\$ 395,638	\$ 418,391	\$ 431,300	\$ 446,300

General Fund cost  
Water & Sewer Fund cost  
Shared cost between funds  
Other Funds  
CIP - Capital Improvements Program  
Cost imbedded in operating budgets  
Blank - No direct cost; in-house effort.  
FCL - Future Costs Likely

**City of Belton**  
**Strategic Plan Summary**  
**Elements Recommended in FY 2009**

STRATEGIC PLAN GOAL		FUNDING	ITEM
1A	Strategic Plan Update	\$10,000	Strategic Plan update.
1F	Affordable Housing Strategies	\$62,500	Match for TDHCA housing grants.
1G	Enhance Partnerships	\$120,000	Federal lobbyist
1H	Neighborhood Preservation	\$50,000	TIRZ Funds – Façade enhancement grants
2B	Customer service & response to citizens	\$9,900	Maintenance fees for City website, and GIS website.
3B	Balance services with revenues	\$5,000	Water and sewer rate study annual update.
3C	Train & compensate staff		
9A	Public safety staffing	\$130,000	Merit pay and civil service step pay.
4B	Technology plan	\$66,882	Budget funding for computer systems maintenance, and purchase of new technology systems.
4C	Customer service and communication	\$10,000	Software for customer access to account info
5A	Economic development strategy	\$60,000	Economic Development Strategic Plan (City/BEDC)
5B	Full range of economic development activity	\$2,250,000	Business Park improvements and structures, infrastructure improvements
5C	Business recruitment	\$300,000	Development Corporation’s annual advertising, promotion, and incentives budget.
6B	Build infrastructure	\$7,000,000	Balance of 2007 CO projects, new 2008 CO projects.
6C	Maintain infrastructure	\$341,609	Budget funding for infrastructure maintenance (300 account series).
7C	Growth management	\$45,000	Annexation and traffic studies.
7D	Code enforcement strategies	\$30,000	Funding for removal of debris, dilapidated structures, mowing weedy lots, annual City-wide cleanup.
9E	Participate in BCCC	\$205,712	Annual funding for participation in Bell County Communications Center.
9F	Police Department strategic planning	\$50,000	Equipment & training to implement recommendations from Police Strategic Plan
<b>TOTAL</b>		<b>\$10,746,603</b>	<b>Total strategic plan elements funded for FY 2009</b>

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
STRATEGIC INITIATIVE GOALS**

**1-A**

**Strategic Plan Policy Statement:** The City of Belton maintains an updated Strategic Plan.

**Goal:** Update Strategic Plan regularly.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Time commitment by participants.
- Need to step back from short term goals and think and plan strategically.

**Strategies to Overcome or Remove Barriers:**

- Incorporate update early in annual budget process for routine review.
- Meet with Senior Staff and then Council to identify key elements.
- Routine update annually; major update every two-three years.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Establish process and schedule	June/Annually	\$5,000	GF; W/S Fund
Fund for major updates at 2 year intervals	As needed	\$10,000 ('09)	GF; W/S Fund

**Notes:**

\$10,000 in FY 2009; \$5,000 in FY 2010, 2011; \$10,000 in 2012.

**Implementation Scorecard:**

Printed and distributed Plan to each Belton household in FY 2007.

In-house update in FY 2008.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
STRATEGIC INITIATIVE GOALS  
1-B**

**Strategic Plan Policy Statement:** The City of Belton maintains an ultimate vision for the City.

**Goal:** Develop an ultimate vision for the City to include realistic development services boundary and growth management strategy.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager

**Goal Priority:**                    High     ✓                    Med                    Low

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**Barriers to Goal Achievement:**

- Defining a community vision borne out of consensus.
- Development services boundary a function of identifying a strategic growth path and the resulting cost benefit analysis.

**Strategies to Overcome or Remove Barriers:**

- Directed Council workshops to assess and define community vision.
- Develop resulting growth management strategy.
- Identify development services boundary.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Schedule Council Workshops on community vision	FY 2009	\$0	N/A
Schedule Council Workshops on growth management strategy, development services	FY 2009	\$0	N/A

**Notes:**  
See related Goal 7-C on Growth Management.

**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
STRATEGIC INITIATIVE GOALS  
1-D**

**Strategic Plan Policy Statement:** The City of Belton maintains an ongoing Capital Improvement Plan (CIP).

**Goal:** Implement an updated CIP for needed water, sewer, storm drainage, street improvements.

**Year Identified/Revised:** 2009

**Team Leader:** City Manager

**Assisted By:** Asst. City Manager, Public Works Director

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Available resources to fund projects.

**Strategies to Overcome or Remove Barriers:**

- Water/Sewer revenue; storm drainage fee; TIRZ funds; General Fund revenue; BEDC funds.
- General Obligation Bonds - voter approved, non utility projects.
- Certificate of Obligation Bonds – utility projects.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Implement updated CIP	FY 2009-2014	\$10,000,000	Variable Sources

**Notes:**

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**Implementation Scorecard:**

CO Bond Issue totaling \$5,365,000 approved by Council August 7, 2007.

CO Bond Issue totaling \$2,000,000 approved by Council August 12, 2008.



**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
STRATEGIC INITIATIVE GOALS**

**1-F**

**Strategic Plan Policy Statement:** The City of Belton strives to encourage a range in home prices, including homes priced at less than \$100,000.

**Goal:** Develop strategies to facilitate housing priced at less than \$100,000.

**Year Identified/Revised:** 2009

**Team Leader:** City Manager

**Assisted By:** \_\_\_\_\_

**Goal Priority:** High \_\_\_\_\_ Med ✓ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Increasing prices of all construction materials.
- Lot availability.
- Available infrastructure; financing.

**Strategies to Overcome or Remove Barriers:**

- Provide funds for TDHCA grant match for first time homebuyers (affordable housing) with CTHC (Consortium).
- Facilitate affordable housing development by acquiring properties at tax sales; infill lot purchases; both for resale.
- Assist in making available infrastructures, financing, where practical.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Fund TDHCA down payment assistance (\$25,000) and rehab replacement grants (\$37,500).	FY 2009	Carryover funds \$62,500	GF

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
COMMUNITY RELATIONS GOALS  
2-A**

**Strategic Plan Policy Statement:** The City of Belton implements programs that effectively communicate its goals and visions and seeks to increase public awareness of City services.

**Goal #1:** Develop programs to educate the public regarding City initiatives, programs, and services.

**Year Identified/Revised:** 2009

**Team Leader:** City Manager

**Assisted By:** City Council

**Goal Priority:** High ✓ Med \_\_\_\_\_ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Varying interest level among citizens and variety of modes of communication which are available for use. Three area newspapers, TV, radio, City/Chamber and BEDC websites.

**Strategies to Overcome or Remove Barriers:**

- Experiment with varying means of information exchange – web page enhancement; newspaper articles; press releases; interviews; civic club presentations; National Night Out.
- Ensure City employees are aware of goals so they can help inform the public when questions arise.
- Establish Public Information Officer position.

<b>Tasks to Complete Goal</b>	<b>Timeline/Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Experiment with examples discussed above	Continuous	Nominal	General Fund
Establish PIO position	FY 2010 at earliest	Up to \$50,000 annually	General Fund

**Notes:**

PIO position duties likely to be performed by one or more existing staff members until position is justifiable.

**Implementation Scorecard:**

Distributed Strategic Plan by mail to each household in FY 2007.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
COMMUNITY RELATIONS GOALS  
2-B**

**Strategic Plan Policy Statement:** The City of Belton serves its citizens like customers who have a choice – with a positive, supportive, and complete response.

**Goal:** Improve customer service and response to citizen inquiries.

**Year Identified/Revised:** 2009

**Team Leader:** City Manager

**Assisted By:** City Employees

**Goal Priority:** High ✓ Med \_\_\_\_\_ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Personnel workload due to staff vacancies.
- Lack of information by City personnel.

**Strategies to Overcome or Remove Barriers:**

- Staff up as needed.
- Hire positive people.
- Educate City workforce about City policies, programs, and/or sources for more information.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Fill vacant positions with positive people	Continuously	Budget	GF-W/S Fund
Develop customer service response process	FY 2009	\$9,900	GF
Provide updated web site.	Continuously	\$0	GF & W/S Fund

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
DELIVERY OF SERVICES GOALS**

**3-A**

**Strategic Plan Policy Statement:** The City of Belton provides quality city services to meet the needs of its citizens in a planned, efficient, and cost effective manner.

**Goal:** Update/maintain master plans as current for implementation: Comprehensive Plan, Utility Plans, Thoroughfare Plan, Library Plan, Parks Plan, Drainage Plan, Finance Plan.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Number and complexity, and need to integrate Plan Elements in a logical way.
- Cost of updating Plans.
- Cost to implement Plans.

**Strategies to Overcome or Remove Barriers:**

- Update Plans systematically and emphasize linkages, relationships, to achieve integration.
- Fund for updates as needed.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Fund Plan updates	Continuously	Varies as Needed	GF; W/S Fund; Drainage Fund
Implement Plans	Continuously	Varies	Varies

**Notes:**

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**Implementation Scorecard:**

Comprehensive Plan Update completed FY 2006 and printed in FY 2007.

Drainage Fee adopted FY 2008.

Utility Master Plan Update FY 2008.

Police Department Strategic Plan underway FY 2008/2009: See Goal 9F.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
DELIVERY OF SERVICES GOALS  
3-B**

**Strategic Plan Policy Statement:** The City of Belton balances provision of services with available revenues.

**Goal:** Balance municipal services expansion with available revenue sources.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager, Asst. City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Citizen requests for service expansion.
- Citizen requests for reduced tax rate.
- Sales tax revenue difficult to predict due to uncertain economy.
- Increased competition for reduced grant funds.

**Strategies to Overcome or Remove Barriers:**

- Education/public information exchange – PIO officer – in relation to costs for enhanced service delivery and City efforts to keep budget in line with revenues.
- Underestimate sales tax revenue in recognition of uncertain economy.
- Strive to secure grant funds where meaningful to mission.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Public information outreach to citizens, employees	Continuously	\$0	N/A
Grant application	Varies	Varies	Varies
Complete water, sewer rate study annual update	FY 2008	\$10,000	W&S Fund

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
DELIVERY OF SERVICES GOALS  
3-C**

**Strategic Plan Policy Statement:** The City of Belton provides adequate staffing to deliver municipal services to its citizens.

**Goal:** Deliver municipal services with a service-oriented, trained, and compensated staff.

**Year Identified/Revised:** 2009

**Team Leader:** City Manager

**Assisted By:** City Council

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Increased cost of compensation to remain competitive in region.
- Availability of personnel and equipment to provide services, especially if additional property is annexed or if more park land and facilities are brought under City jurisdiction.
- Adequacy of manpower to meet organization service goals.

**Strategies to Overcome or Remove Barriers:**

- Competitive funding for salaries and benefits.
- Aggressive marketing for staff services.
- Careful review of staffing and equipment needs in conjunction with each annexation study and park expansion.
- Updated Manpower and Compensation Plan.
- Exit interview on manpower, workload, pay issues.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Annual budgeting, merit/civil service adjustments.	Annually	\$130,000	All Funds
Regular updating of Manpower Study	FY 2009	In-house	N/A
Exit interviews	Regularly	\$0	N/A

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
FISCAL MANAGEMENT GOALS**

**4-A**

**Strategic Plan Policy Statement:** The City of Belton maintains a comprehensive fiscal strategy with short, medium, and long range objectives.

**Goal:** Develop and maintain a long range fiscal strategy.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager; Assistant City Manager

**Goal Priority:** High      ✓      Med      Low

**Barriers to Goal Achievement:**

- Competing objectives – demand for more services and lower tax rates and other costs for services.
- Environment for projecting revenues/expenditures somewhat uncertain.
- Grant funding extremely competitive.

**Strategies to Overcome or Remove Barriers:**

- Balance expectations with reality of revenues, costs and benefits of services.
- Budget conservatively – low for revenues, high for expenditures.
- Be selective about grant applications focusing on important community projects.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Develop/maintain fiscal strategy, with focus on ad valorem tax strategy, sales tax enhancement, and TIRZ resource allocation	Continuously	\$0	N/A
Educate the public on issues	Continuously	\$0	N/A
Target grants in priority areas	Continuously	Varies	Varies
Review, adjust City fees annually	September	\$0	N/A
Review investment strategy periodically	Continuously	\$0	N/A
Utilize debt financing carefully, and only for projects with long life	As needed	Varies	Varies

**Notes:**

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**Implementation Scorecard:**

Stormwater Regulations/fee implemented FY 2008.  
TIRZ exceeding projected revenues.



**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
FISCAL MANAGEMENT GOALS  
4-C**

**Strategic Plan Policy Statement:** The City of Belton provides improved customer service and communications to its customers, the Citizens of Belton.

**Goal:** Enhance customer service and communication at all levels of interaction especially account information, facility reservation, fee and fine payment.

**Year Identified/Revised:** 2009

**Team Leader:** Assistant City Manager

**Assisted By:** City Manager

**Goal Priority:** High      ✓      Med      Low

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**Barriers to Goal Achievement:**

- Complexity of systems.
- Identifying deficiency or need for change.
- Funding for system changes.

**Strategies to Overcome or Remove Barriers:**

- Review enhanced software, other products.
- Train personnel.
- Update City web site.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Study and secure enhanced software	Continuously	Varies	Appropriate Funds
Train personnel as needed	Continuously	Varies	Appropriate Funds
Update City web site to provide citizen/ customer access to accounts, forms	Continuously	Nominal	Appropriate Funds
Customer access to utility account information	FY 2009	\$10,000	Utility Fund

**Notes:**

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**Implementation Scorecard:**

Changed utility billing format to letter-style bill, with increased area for messaging and capability to include enclosures for distribution to customers.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
ECONOMIC DEVELOPMENT GOALS**

**5-A**

**Strategic Plan Policy Statement:** The City of Belton maintains a comprehensive economic development strategy for the City.

**Goal:** Update economic development strategy.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** Belton Economic Development Corporation; Chamber of Commerce; City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Time commitment to engage all participants.
- Need to build a consensus economic development strategy.

**Strategies to Overcome or Remove Barriers:**

- Establish regular process for Council, BEDC, Chamber to discuss strategies.
- Develop comprehensive economic development strategy.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Establish regular Council, BEDC, Chamber process for interaction	Regularly	\$0	N/A
Develop comprehensive economic development strategy for all three entities	FY 2009	\$60,000	City, BEDC, Chamber

**Notes:**

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**Implementation Scorecard:**

Process to develop Comprehensive Economic Development Strategy underway in late FY 2008, to be completed in FY 2009.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
ECONOMIC DEVELOPMENT GOALS  
5-B**

**Strategic Plan Policy Statement:** The City of Belton encourages economic development in all its aspects – industrial, manufacturing, commercial, retail, housing.

**Goal:** Pursue a full range of economic development activity in the City’s best interest.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** Belton Economic Development Corporation; Chamber of Commerce; City Manager

**Goal Priority:** High      ✓      Med      Low  
    \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

**Barriers to Goal Achievement:**

- Regional competitiveness may affect actual and perceived success.
- City resources available for incentives.
- Infrastructure in some areas.
- Distance to major markets (ie., Austin, DFW Metroplex, San Antonio)

**Strategies to Overcome or Remove Barriers:**

- Focus, emphasize actual markets – BISD, MSA, for example rather than city limits.
- Look beyond traditional incentives to induce desired development activity – be creative.
- Maintain an aggressive and targeted Capital Improvement Plan to address needed infrastructure.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Participate in regional efforts as appropriate, yet maintain local emphasis	Continuously	\$0	N/A
Review economic development incentives in changing marketplace	Continuously	\$0	N/A
Maintain accurate information base and enhance working relationships, partnerships, among City, Chamber, BEDC, CTECC	Continuously	\$0	N/A
Establish/maintain an ongoing 5 year CIP	Continuously	Varies	BEDC, TIRZ, City
Finish Digby Drive, SW Wastewater	FY 2009	\$2.25M	BEDC

**Notes:**

See related Goal 1-D on Capital Improvement Plan.

**Implementation Scorecard:**

Sold Spec IV building.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
ECONOMIC DEVELOPMENT GOALS**

**5-C**

**Strategic Plan Policy Statement:** The City of Belton maintains policies that encourage retention, expansion, and recruitment of businesses in the Community.

**Goal:** Retain, expand, and recruit business that improve Belton’s quality of life.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** Belton Economic Development Corporation; Chamber of Commerce; City Manager

**Goal Priority:** High     ✓     Med      Low     

**Barriers to Goal Achievement:**

- Competitive regional, state, and global market place.
- Lack of awareness of local business needs.
- Demographics (population) for retail recruitment.
- Lack of sites for retail and rail – served properties for industrial development.

**Strategies to Overcome or Remove Barriers:**

- Awareness of changing local market conditions.
- Awareness of local business needs.
- Continue growing residential development.
- Determine potential commercial and industrial sites.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Active involvement by BEDC in Central Texas Economic Development Corridor (CTECC); Central Texas Workforce (CTW); and Texas Economic Development Council (TEDC)	Ongoing	\$0	N/A
Access multiple data sources on market conditions	Ongoing	\$0	N/A
Communication with local businesses on issues affecting staying in Belton, expansion of plant or employees, linkages to related business recruitment	Ongoing	\$0	N/A
Business Recruitment	FY 2008	\$300,000	BEDC

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
MUNICIPAL INFRASTRUCTURE GOALS**

**6-A**

**Strategic Plan Policy Statement:** The City of Belton plans, builds, and maintains a municipal infrastructure system that provides residents, businesses, and visitors with excellent public facilities.

**Goal:** Plan the City’s infrastructure system.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager; Public Works Director; Dev. Services Director

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Funding for planning.
- Different plans on different implementation schedules.

**Strategies to Overcome or Remove Barriers:**

- Budget for plan updates as needed.
- Coordinate plan implementation.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Keep infrastructure plans updated and inter-related.	Continuously	Varies	Varies by Fund

**Notes:**

See related Goal 1-C on Infrastructure Master Plans.

**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
MUNICIPAL INFRASTRUCTURE GOALS  
6-B**

**Strategic Plan Policy Statement:** The City of Belton plans, builds, and maintains a municipal infrastructure system that provides residents, businesses, and visitors with excellent public facilities.

**Goal:** Build the City’s infrastructure system.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Available resources to fund projects.

**Strategies to Overcome or Remove Barriers:**

- Utilize variety of public funding sources – CIP including general obligation bonds; water/sewer revenue bonds; storm drainage funds; TIRZ; general revenue funds; utility rates; assessments.
- Tap private funding sources through developer/owner participation.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Implement updated CIP	Ongoing	\$7.0M, combination of FY 2007 & 2008 CO's	Varies by Fund
Review/revise infrastructure extension policies for more equitable cost share	FY 2009	\$0	N/A

**Notes:**

See related Goal 1-D on Capital Improvement Plan.

**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
MUNICIPAL INFRASTRUCTURE GOALS  
6-C**

**Strategic Plan Policy Statement:** The City of Belton plans, builds, and maintains a municipal infrastructure system that provides residents, businesses, and visitors with excellent public facilities.

**Goal:** Maintain the City’s infrastructure system.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** Public Works Director

**Goal Priority:**                    High     ✓                    Med                    Low

\_\_\_\_\_                    \_\_\_\_\_                    \_\_\_\_\_

**Barriers to Goal Achievement:**

- Available resources for maintenance.

**Strategies to Overcome or Remove Barriers:**

- Comprehensive needs assessment by infrastructure type – water; sewer; streets; storm drainage; etc.
- Annual budgeting for maintenance and associated personnel.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Budget for infrastructure maintenance requirements	Annually	\$341,609	Appropriate Fund

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PLANNING, DEVELOPMENT & GROWTH MANAGEMENT**

7-A

**Strategic Plan Policy Statement:** The City of Belton facilitates quality mixed use development and redevelopment while maintaining the unique character of Belton.

**Goal :** Maintain and update a future land use plan that implements the comprehensive plan for Belton and its ETJ.

**Year Identified/Revised:** 2009

**Team Leader:** Development Services Director

**Assisted By:** Planning & Zoning Commission/City Council/City Staff

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Varied attitudes of what development character is acceptable in community.
- Communicating Plan to public.
- Challenge to capture quality development.

**Strategies to Overcome or Remove Barriers:**

- Reference and use Plan in P&ZC, Council review of zone changes.
- Update Plan as needed.
- Incentivize only that development which meets appropriate standards of quality.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Utilize Plan regularly	Continuously	\$0	N/A
Update/amend Plan as needed	Continuously	\$0	N/A
Assess incentive policies	Continuously	\$0	N/A

**Notes:**

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**Implementation Scorecard:**

Comprehensive Plan adopted by Council August 22, 2006 and printed for distribution in FY 2007.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PLANNING, DEVELOPMENT & GROWTH MANAGEMENT  
7-B**

**Strategic Plan Policy Statement:** The City of Belton facilitates quality mixed use development and redevelopment while maintaining the unique character of Belton.

**Goal:** Revise development standards to address inadequate zoning districts, signage, landscaping, and building materials, as well as protection of historical assets to promote preservation and enhancement of the unique character of Belton.

**Year Identified/Revised:** 2009

**Team Leader:** Development Services Director

**Assisted By:** Planning & Zoning Commission/City Council/City Staff

**Goal Priority:** High ✓ Med \_\_\_\_\_ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Revising development standards “in-house” may be difficult due to current planning activity level.
- Costly to achieve and maintain updates.

**Strategies to Overcome or Remove Barriers:**

- Secure consulting assistance.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Secure consultant to create a development design manual.	FY 2008	\$40,000	General Fund
Establish P&ZC Subcommittee to develop systematic review process	FY 2009	\$0	N/A
Recommendation to P&ZC/CC	FY 2009	\$0	N/A

**Notes:**

See Goal IH. Nearing completion of design standards at end of FY 2008.

**Implementation Scorecard:**

Sign standards completed in FY 2008.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PLANNING, DEVELOPMENT & GROWTH MANAGEMENT  
7-C**

**Strategic Plan Policy Statement:** The City of Belton maintains a comprehensive growth management strategy.

**Goal:** Develop a growth management strategy to include a three year annexation plan.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** City Manager, Development Services Director

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Complexity, involving regular changes in annexation law by State legislature.
- Ability to project logical, future growth and to meet municipal service plan obligations for all services.
- Annexation unpopular to property owners.

**Strategies to Overcome or Remove Barriers:**

- Monitor legislation.
- Carefully planned annexations will inform property owners, allow for scheduling of needed services, minimize capital and operating (staff) expenses.
- Development of plan can stabilize property values.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Monitor legislation; comment as needed	Continuously	\$0	N/A
Develop 3 yr and 1 yr annexation phasing plans focused on strategic corridors, areas readily served with utilities, other services	FY 2009	\$15,000	N/A
Work to explain advantages of annexation – application of consistent land use standards; development/building codes; and logical extensions of utility infrastructure – all of which preserve or enhance property values	Continuously	\$0	N/A

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PLANNING, DEVELOPMENT & GROWTH MANAGEMENT  
7-D**

**Strategic Plan Policy Statement:** The City of Belton implements a comprehensive code enforcement strategy in order to enhance public health, safety, and community appearance, and to maintain and enhance property value.

**Goal:** Develop and implement a comprehensive code enforcement strategy.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** Development Services Director, City Staff

**Goal Priority:** High ✓ Med \_\_\_\_\_ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Available resources to administer a comprehensive program.
- Prioritization of program emphasis given limited resources.
- Resistance to code compliance from 20%.

**Strategies to Overcome or Remove Barriers:**

- Provide adequate funding and code updates to address need.
- Given limited resources, focus code enforcement on high priority issues and locations.
- Compassionate and consistent code enforcement can bring support from citizens when they can see fairness in application of codes.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Focus code enforcement effort by emphasis on priority issues and strategic locations; citywide cleanup	FY 2009	\$30,000	N/A

**Notes:**

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**Implementation Scorecard:**

City-wide cleanup in FY 2008 produced 1,123 tires in Belton.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
TRANSPORTATION**

**8-A**

**Strategic Plan Policy Statement:** The City of Belton develops and implements comprehensive transportation plans and policies that effectively and safely improve transportation facilities in the City.

**Goal:** Maintain and update Thoroughfare Plan and coordinate with KTUTS.

**Year Identified/Revised:** 2009

**Team Leader:** Development Services Director

**Assisted By:** Public Works Director; City Manager

**Goal Priority:** High     ✓     Med      Low     

**Barriers to Goal Achievement:**

- Effective subdivision plat review needed to secure right-of-way.
- Public education – community, developers and engineers.
- Funding for identified projects.

**Strategies to Overcome or Remove Barriers:**

- P&ZC, Council, Staff, and citizen awareness of transportation needs.
- Require TIA – Traffic Impact Analysis – when projects warrant.
- Perform City initiated traffic studies as needed.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Careful plat review.	Continuously	\$0	N/A
Maintain updated Plan. Consider Plan update in 2010. Extensive reference to Plan in P&ZC, Council decision-making.	Continuously	\$0	N/A
Secure final alignment and plan approval from TxDOT for Lake-to-Lake Road project.	FY 2009	\$0	N/A
Secure funding for high priority projects.	FY 2009	Unknown	City/TxDOT
Perform Commerce Drive corridor traffic study.	FY 2009	\$30,000	TIRZ

**Notes:**

Thoroughfare Plan Adopted by City Council 07/21/01.

Lake-to-Lake Road study, FM 2271 to US 190 – underway by TxDOT. Route determination Fall 2008. Funding to follow.

9<sup>th</sup> Avenue Extension, Harris to Loop 121 – listed on KTUTS long-range plan. Seek funding.

SH 201 study, SH 195 to IH 35, underway by TxDOT. Pursue City’s interest in route determination.

**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
TRANSPORTATION  
8-B**

**Strategic Plan Policy Statement:** The City of Belton monitors and enhances partnerships with KTUTS, TxDOT, Bell County, and surrounding cities regarding transportation issues.

**Goal:** Enhance partnerships with area agencies to ensure Belton’s transportation interests are realized.

**Year Identified/Revised:** 2009

**Team Leader:** City Council

**Assisted By:** Development Services Director; City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- TxDOT funding constraints.
- TxDOT emphasis on other large regional projects.
- Competing City/County project interests at TxDOT.

**Strategies to Overcome or Remove Barriers:**

- Demonstrate to TxDOT how Belton projects achieve Regional interests.
- Bring other partners to the table through KTUTS – Killeen, Harker Heights, Temple, Salado, Bell County.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Maintain active participation in KTUTS	Continuously	\$0	N/A
Enhance relationship with TxDOT representatives	Continuously	\$0	N/A

**Notes:**

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**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
TRANSPORTATION  
8-C**

**Strategic Plan Policy Statement:** The City of Belton evaluates code changes which result in an enhanced transportation system and which improve pedestrian friendly modes of transportation.

**Goal:** Evaluate City code requirements in order to improve the transportation system and induce pedestrian elements.

**Year Identified/Revised:** 2009

**Team Leader:** Development Services Director

**Assisted By:** Public Works Director; City Manager

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Time frame for in house review.
- Conflict between property owner access and transportation system.
- Funding pedestrian elements.

**Strategies to Overcome or Remove Barriers:**

- Work in analysis or hire consulting help.
- Acknowledge conflict, but seek balance between interests.
- Prioritize pedestrian elements and determine funding options.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Review subdivision regulations and consider Traffic Impact Analysis (TIA) and access management standards	FY 2009	\$0	N/A
Consider priority for pedestrian elements such as sidewalks, trails, bikes, and linkages to existing system	FY 2009	\$0	N/A
Pursue Safe Route to Schools Grant for Plan Implementation	FY 2009	\$0	TxDOT funded if grant is approved.
Participate in Regional Bike/Trail Plan Update	FY 2009	\$0	KTUTS

**Notes:**

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**Implementation Scorecard:**

Phase I Planning Grant Study completed. If funded in FY 2009, seek Infrastructure grant to build improvements.

**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PUBLIC SAFETY GOALS  
9-A**

**Strategic Plan Policy Statement:** The City of Belton provides staffing, training, equipment, and facilities for adequate response to public safety needs.

**Goal:** Provide staffing, training, equipment and facilities to meet public safety needs.

**Year Identified/Revised:** 2009

**Team Leader:** Police Chief/Fire Chief

**Assisted By:** City Manager

**Goal Priority:** High ✓ Med \_\_\_\_\_ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Staffing: Competition for staff in Region – availability, number of appropriate personnel for all required functions, and salary required.
- Training: Time needed for training for paid force (PD/Fire Depts.), and training for Volunteer FD.
- Equipment: Routine to advanced equipment needs.
- Facilities: 3<sup>rd</sup> Fire Station when growth requires it.
- Number of abandoned animals.

**Strategies to Overcome or Remove Barriers:**

- Provide adequate staff to meet local needs.
- Provide adequate equipment to meet local needs.
- Ensure adequate facilities and services are provided for animal control services.
- Train personnel adequately.
- Provide adequate facilities.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Evaluate staff needs	Annually	\$0	N/A
Develop, update training program	Annually	Varies	General Fund, Grants
Analyze and budget for staffing and equipment needs	Annually	Varies	General Fund, Grants
Review facility needs based on growth	Annually	\$0	GO Bonds for CIP items; GF for operations
Contract with Bell County Animal Shelter for enhanced service	Annually	\$21,000	General Fund

**Notes:**

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**Implementation Score Card:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PUBLIC SAFETY GOALS  
9-C**

**Strategic Plan Policy Statement:** The City of Belton utilizes technology to enhance service to the community and provide security for public safety personnel.

**Goal:** Acquire technology and train personnel to fully utilize communication/records management system that is available through the Communications Center.

**Year Identified/Revised:** 2009

**Team Leader:** Police Chief/Fire Chief

**Assisted By:** Staff

**Goal Priority:** High   ✓   Med        Low       

**Barriers to Goal Achievement:**

- Hardware and software costs.
- Training needs.
- Policy implementation.

**Strategies to Overcome or Remove Barriers:**

- Research grant opportunities.
- Establish protocols and policies for systematic implementation.
- Develop long term plan to keep up with technology and its changes.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Identify appropriate equipment	Continuously	As needed	General Fund, grants
Budget for and acquire needed equipment	Continuously	As needed	General Fund, grants
Improve training	Continuously	As needed	General Fund

**Notes:**

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**Implementation Score Card:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
PUBLIC SAFETY GOALS  
9-D**

**Strategic Plan Policy Statement:** The City of Belton investigates all criminal activity involving drugs including the use, sale, distribution and trafficking of narcotics by employing surveillance, the use of informants and undercover work to identify those involved for prosecution.

**Goal:** Initiate Drug Task Force to reduce narcotic use and crimes associated with illegal drugs.

**Year Identified/Revised:** 2009

**Team Leader:** Police Chief

**Assisted By:** CID Commander

**Goal Priority:** High \_\_\_\_\_ Med \_\_\_\_\_ Low ✓

**Barriers to Goal Achievement:**

- Resources and staff.
- Implementation of program to ensure effective protocols and results.

**Strategies to Overcome or Remove Barriers:**

- Funding – City funds, State grants, Federal grants.
- Develop policy and procedure.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Seek funding for added personnel	FY 2010	Varies	General Fund, grants
Develop protocols and goals	FY 2010	\$0	N/A

**Notes:**

Seized assets such as cash, vehicles or real property would not only hinder the drug offender from further drug activity and related crimes, but also offer the Police Department a means to enhance operations and effectiveness.

**Implementation Score Card:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
LEISURE SERVICE GOALS – LIBRARY  
10-A**

**Strategic Plan Policy Statement:** The City of Belton maintains an updated Library Master Plan.

**Goal:** Review and update Library Master Plan periodically and implement its recommendations.

**Year Identified/Revised:** 2009

**Team Leader:** Library Director

**Assisted By:** Library Board; City Manager

**Goal Priority:**                      High                      Med                       Low

**Barriers to Goal Achievement:**

- Time commitment by participants – Library Board; Council – to assess 6 goals in house.
- Staff and financial resources to update and implement plan.

**Strategies to Overcome or Remove Barriers:**

- Schedule assessment well in advance of need and utilize Library Board as principal resource.
- Recently adopted Master Plan now available as a usable format for regular update.

Tasks to Complete Goal	Timeline/ Implementation	Cost	Funding Source
Assess six goals for relevancy	FY 2009	\$0	N/A
Prioritize goals	FY 2009	\$0	N/A
Anticipate comprehensive review	FY 2010	\$0	N/A

**Notes:**

Library Master Plan, 2005-2012, adopted by Council in August 2005.

**Implementation Scorecard:**

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**CITY OF BELTON STRATEGIC PLAN PRIORITIES  
LEISURE SERVICE GOALS – PARKS, RECREATION & OPEN SPACE  
10-B**

**Strategic Plan Policy Statement:** The City of Belton develops and maintains a system of parks, recreation, and open space facilities to address the quality of life for its citizens.

**Goal:** Maintain, update, implement Parks & Recreation Master Plan.

**Year Identified/Revised:** 2009

**Team Leader:** Parks Board

**Assisted By:** City Council; Staff

**Goal Priority:** High ✓ Med \_\_\_\_\_ Low \_\_\_\_\_

**Barriers to Goal Achievement:**

- Increased citizen expectations for services.
- Resources and staff.
- Recreational programming not currently done by City, but need growing more apparent.

**Strategies to Overcome or Remove Barriers:**

- Funding – City funds; state grants; private foundation grants; partnerships.
- Schedule Plan Update well in advance of needs.
- Reorganization of tasks and personnel to establish Parks & Recreation Department.

<b>Tasks to Complete Goal</b>	<b>Timeline/ Implementation</b>	<b>Cost</b>	<b>Funding Source</b>
Maintain and update Plan; 2 year and 5 year intervals to satisfy Texas Parks & Wildlife Dept., RE: grants	FY 2009	Nominal, in-house	General Fund
Manage, maintain & enhance parks	Continuously	Varies	General Fund
Establish P&R Department and hire Recreation Director	FY 2010	\$100,000+ annually	General Fund

**Notes:**

Parks Master Plan Adopted (Revised) April 26, 2005.

**Implementation Scorecard:**

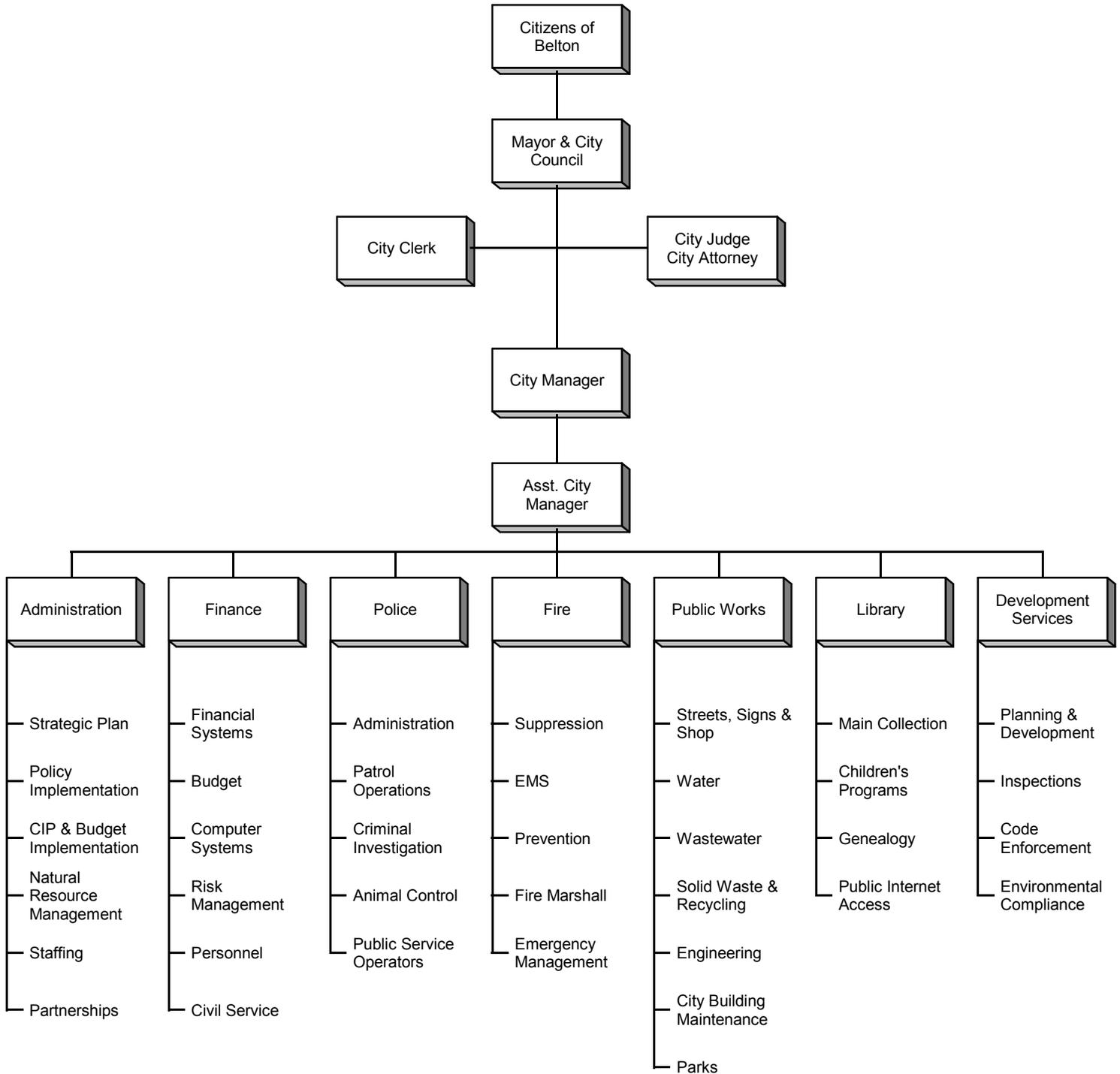
Splash pad at Harris Park opened in FY 2007.

Harris Park completed in FY 2008.

Miller Heights Community Park completed in FY 2008.

South Belton Tiger Park Splash Pad completed in FY 2008.

# CITY OF BELTON Functional Structure



# CITY OF BELTON

## - Paid Personnel - In Full Time Equivalents

Department	FY 2007	FY 2008	FY 2009
Administration	4	4	4
Finance	7	7	8 (h)
Legal	2	2	2
Police	37 (a)	37 (e)	37
Fire	27	27	27
Streets	9 (b)	9 (f)	10 (i)
Parks	11 (c)	11	12 (j)
Development Services	5	6 (g)	6
Library	5	5	5
Maintenance	6	6	6
Utility Administration	8 (d)	8	8
Water	7	7	7
Sewer	5	5	5
Economic Development	2	2	2
Drainage	0	0	1 (k)
<b>Total</b>	<b>135</b>	<b>136</b>	<b>140</b>

- (a) Addition of one patrol officer
- (b) Addition of one public works inspector
- (c) Addition of two maintenance workers and one community center manager
- (d) Addition of one meter reader
- (e) Deletion of parking officer and addition of one public service officer
- (f) Deletion of public works inspector and addition of Assistant Director of PW
- (g) Addition of GIS mapping technician
- (h) Addition of one staff accountant
- (i) Addition of one heavy equipment operator
- (j) Addition of one parks senior maintenance worker
- (k) Addition of one drainage senior maintenance worker

# ELECTED OFFICIALS

## **CITY COUNCIL** Two-Year Terms

<u>NAME</u>	<u>TERM EXPIRES</u>
Jim Covington, Mayor	May 8, 2010
Marion Grayson, Mayor Pro Tem	May 8, 2010
Clifton Peters	May 9, 2009
David K. Leigh	May 9, 2009
Joe B. Baisden	May 9, 2009
Craig Pearson	May 9, 2009
John Agan	May 8, 2010



### **Belton City Council 2008-2009**

Seated: Mayor Jim Covington  
Standing left to right: David K. Leigh, Clifton Peters, Mayor Pro Tem Marion Grayson, Craig Pearson, Joe Baisden, and John Agan

# APPOINTED OFFICIALS

## CITY STAFF

<u>POSITION</u>	<u>NAME</u>	<u>DATE APPOINTED</u>
City Manager	Sam Listi	March 19, 2001
City Attorney	John Messer	September 1, 1978
City Clerk	Connie Torres	September 9, 1991
City Judge	Steve Lee	October 9, 2007
Asst. City Manager/Finance Director	Cristy Daniell	February 17, 1992
Support Services Coordinator	Jerri Gauntt	September 4, 2007
Economic Development Corp. Director	Cynthia Hernandez, Interim	March 1, 2008
Fire Chief	Roy Harmon	April 12, 1994
Police Chief	Mike Sleeth	January 24, 1995
Director of Public Works	Les Hallbauer	May 1, 2002
Deputy Director of Public Works	Byron Sinclair	January 7, 2008
Parks Superintendent	Dennis Browning	January 8, 2003
Building Superintendent	Wayne Guthrie	September 17, 2001
Library Director	Kim Kroll	October 2, 2000
Development Services Director	Fred Morris	October 7, 2002
Building Official	Rex Robertson	April 6, 1998
Asst. Building Official	Tom Doehre	March 1, 2004
Code Enforcement Officer	Kim Ross	May 16, 2005

## BELL COUNTY HEALTH DISTRICT BOARD

Three-Year Terms

<u>NAME</u>	<u>TERM EXPIRES</u>
JoAn Dillard	October 16, 2010
Clifton Peters, Alternate	October 16, 2010

## BELL COUNTY TAX APPRAISAL DISTRICT

Two-Year Terms

<u>NAME</u>	<u>TERM EXPIRES</u>
Carl Bozon	January 1, 2010

## BELTON ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

Three-Year Terms

Created by Resolution No. 030591-1

<u>NAME</u>	<u>TERM EXPIRES</u>
Griff Lord	November 30, 2008
M. H. Cowan III	November 30, 2009
Mack Parker	November 30, 2008
Dennis Turk	November 30, 2010
Dr. Andy Crowson	November 30, 2010

## CENTRAL TEXAS HOUSING CONSORTIUM BOARD

Two-Year Terms

<u>NAME</u>	<u>TERM EXPIRES</u>
Griff Lord	January 28, 2009
Wayne Carpenter	January 28, 2009

## ELECTRICAL BOARD

Two-Year Terms

Created by Ordinance No. 72881-2

<u>NAME</u>	<u>TERM EXPIRES</u>
Glen Baird	October 23, 2009
John Toone (Oncor Rep)	October 23, 2009
Jamie Sanderford	October 23, 2008
V. W. (Bill) Barge	October 23, 2008
Roy Harmon, Fire Chief	Virtue of Position

## ETHICS COMMISSION

One-Year Terms

Created by Ordinance No. 2005-47

<u>NAME</u>	<u>TERM EXPIRES</u>
John Holmes	May 9, 2009
Wayne Carpenter	May 9, 2009
Mark Fitzwater	May 9, 2009
Robert Jones	May 9, 2009
Chris Moore	May 9, 2009
Larry Pointer	May 9, 2009
Dennis Turk	May 9, 2009

## HOUSING BOARD OF ADJUSTMENTS & APPEALS

Four-Year Terms

Created by Ordinance No. 72881-2

<u>NAME</u>	<u>TERM EXPIRES</u>
Jack Meredith	August 11, 2011
Kevin Canfield	August 11, 2011
James Neeley	August 11, 2010
Emil Studinka	August 11, 2010
Woody Durbin	August 11, 2010

## LAY REPRESENTATIVES TO CENTRAL TEXAS LIBRARY SYSTEM

Two-Year Terms

<u>NAME</u>	<u>TERM EXPIRES</u>
Linda Scafe	September 1, 2009
Mary Ann Clark, Alternate	September 1, 2009

## LIBRARY BOARD OF DIRECTORS

Three-Year Terms

Created by Ordinance February 28, 1933

<u>NAME</u>	<u>TERM EXPIRES</u>
Mary Ann Clark	November 30, 2010
Mary Duke	November 30, 2008
Beata McLendon	November 30, 2009
Nancy Kelsey	November 30, 2010
Georgia Seals	November 30, 2008

## PARKS BOARD

Two-Year Terms

Created by Ordinance No. 51083-3

<u>NAME</u>	<u>TERM EXPIRES</u>
Diane Ring	June 20, 2009
Woody Durbin	June 20, 2009
Ron Hale	June 20, 2010
Mike Ratliff	June 20, 2009
Joe Brooks	June 13, 2010
City Manager, Ex Officio	Virtue of Position
Mayor, Ex Officio	Virtue of Position

## PLANNING & ZONING COMMISSION

Two-Year Terms

Created by Ordinance No. 52885-1

<u>NAME</u>	<u>TERM EXPIRES</u>
Mike Miller	May 28, 2010
Bruce Burlison	June 13, 2009
Jason Morgan	June 13, 2009
Dan Kirkley	May 28, 2010
Jeff Pustka	May 28, 2010
Chris Moore	June 13, 2009
Dr. Larry Montgomery	May 28, 2010
Guy O'Banion	May 28, 2010
Justin Scott	June 13, 2009

## POLICE & FIRE CIVIL SERVICE COMMISSION

Three-Year Terms

Ordinance No. 96-27

<u>NAME</u>	<u>TERM EXPIRES</u>
Ron Brown	September 24, 2011
Vickie Moose	September 24, 2010
Natalie Farber	September 24, 2011

## PUBLIC PROPERTY FINANCE CORPORATION BOARD OF DIRECTORS

Six-Year Terms

Created by Ordinance No. 51987-1

<u>NAME</u>	<u>TERM EXPIRES</u>
Bill Holmes	August 12, 2011
Joe Pirtle	August 12, 2011
JoAn Dillard	August 12, 2011

## **TAX INCREMENT REINVESTMENT ZONE BOARD**

Two-Year Terms

Created by Ordinance No. 2004-64

<u>NAME</u>	<u>TERM EXPIRES</u>
David K. Leigh	December 13, 2008
Clifton Peters	December 13, 2008
Blair Williams	December 13, 2008
Jon Burrows	December 13, 2008
Richard Cortese	December 13, 2008
City Manager, Ex Officio	Virtue of Position
Mayor, Ex Officio	Virtue of Position

## **TEXAS DORMITORY FINANCE AUTHORITY, INC.**

Two-Year Terms

Created by Ordinance No. 82289-1

<u>NAME</u>	<u>TERM EXPIRES</u>
Bill Holmes	April 26, 2010
Dan Kirkley	April 26, 2010
Carl Bozon	April 26, 2010
Joe Pirtle	April 26, 2010
Ed Wilks	April 26, 2010
Andy Davis	April 26, 2010
Dr. Andy Crowson	April 26, 2010

## **YOUTH ADVISORY COMMISSION**

One-Year Terms

Created by Ordinance No. 2007-20

<u>NAME</u>	<u>TERM EXPIRES</u>
Aaron Cervantez	September 1, 2009
David DeLaRosa	September 1, 2009
Alycia Digby	September 1, 2009
Kylie Kelder	September 1, 2009
Alex Kimbrough	September 1, 2009
Chelita McDuffie	September 1, 2009
Courtney Wiese	September 1, 2009
Aynsley Young	September 1, 2009
Emily Zendt	September 1, 2009

## **ZONING BOARD OF ADJUSTMENTS**

Two-Year Terms

Created by City Council April 1971

<u>NAME</u>	<u>TERM EXPIRES</u>
Eric Jackson	June 25, 2010
Roger Peacock	August 22, 2009
Matthew Kirkley	August 22, 2009
Jeffery Odell	August 22, 2009
Frank Minosky	June 25, 2010
Dennis Holle, Alternate	August 22, 2009
Beverly Zendt, Alternate	August 22, 2009



**CITY OF BELTON  
Annual Budget  
FY 2009**

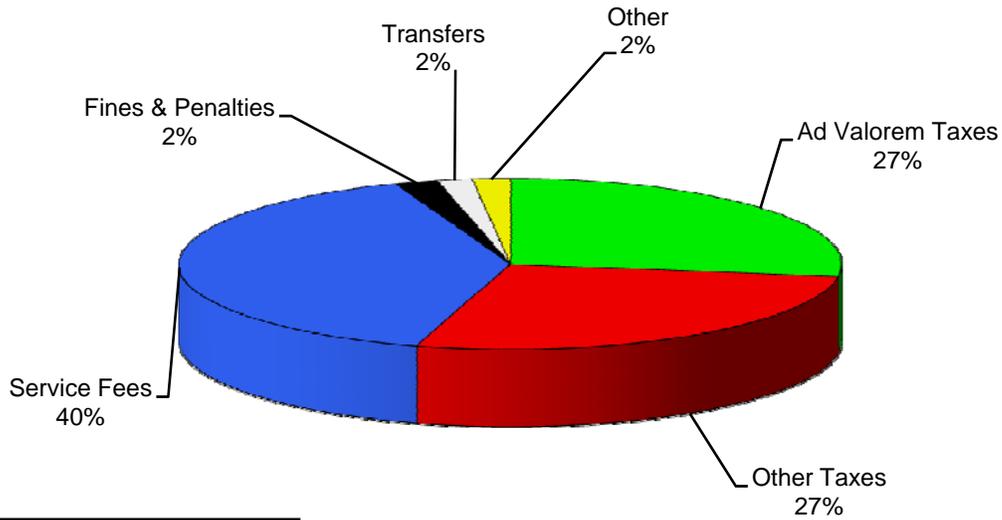
**- Summary of Sources and Uses -  
All Funds**

	General Fund	Water & Sewer Fund	Economic Development	Drainage Fund	Hotel/Motel Fund	Debt Service Fund	TIRZ Fund	Totals
<b>Projected Fund/Cash Balance</b>								
<b>October 1, 2008</b>	\$ 3,561,760	\$ 1,470,500	\$ 4,306,542	\$ 185,000	\$ 239,000	\$ 158,000	\$ 128,589	\$ 10,049,391
<b>Sources</b>								
Ad Valorem Taxes	\$ 3,342,518	\$ -	\$ -	\$ -	\$ -	\$ 784,501	\$ 467,438	\$ 4,594,457
Other Taxes	\$ 3,281,000	\$ -	\$ 1,130,000	\$ -	\$ 185,325	\$ -	\$ -	\$ 4,596,325
Service Fees	\$ 1,801,892	\$ 4,602,045	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 6,703,937
Fines & Penalties	\$ 353,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 353,500
Transfers	\$ 287,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 287,000
Other	\$ 186,733	\$ 35,000	\$ 65,750	\$ 4,200	\$ 3,400	\$ 13,300	\$ 4,790	\$ 313,173
<b>Total Sources</b>	\$ 9,252,643	\$ 4,637,045	\$ 1,195,750	\$ 304,200	\$ 188,725	\$ 797,801	\$ 472,228	\$ 16,848,392
<b>Total Available Funds</b>								
	\$ 12,814,403	\$ 6,107,545	\$ 5,502,292	\$ 489,200	\$ 427,725	\$ 955,801	\$ 600,817	\$ 26,897,783
<b>Uses</b>								
Maintenance & Operations	\$ 8,728,921	\$ 3,327,279	\$ 668,369	\$ 129,969	\$ 165,650	\$ -	\$ 50,000	\$ 13,070,188
Capital Outlay	\$ 189,376	\$ 103,706	\$ 925,000	\$ 75,000	\$ -	\$ -	\$ 305,000	\$ 1,598,082
Contingency	\$ 100,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Debt Service	\$ 27,619	\$ 743,821	\$ 150,038	\$ 25,039	\$ -	\$ 801,196	\$ 156,906	\$ 1,904,619
Strategic Plan	\$ 115,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Transfers	\$ 92,000	\$ 307,000	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 1,749,000
<b>Total Uses</b>	\$ 9,252,916	\$ 4,561,806	\$ 3,043,407	\$ 230,008	\$ 165,650	\$ 801,196	\$ 561,906	\$ 18,616,889
<b>Projected Fund/Cash Balances</b>								
<b>September 30, 2009</b>	\$ 3,561,487	\$ 1,545,739	\$ 2,458,885	\$ 259,192	\$ 262,075	\$ 154,605	\$ 38,911	\$ 8,280,894

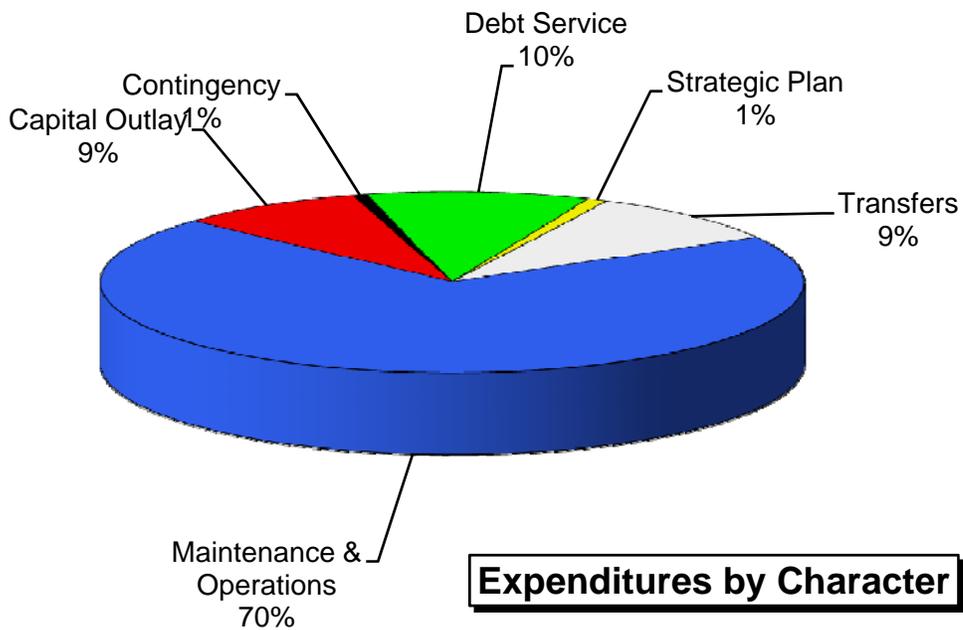
Projected declines in fund and cash balances are an intended result. Instances of expenditures exceeding revenues are the result of major capital projects and non-recurring items, and are not a result of operating expenditures exceeding available revenues.

The City's policy is to maintain adequate fund and cash balances to handle unexpected decreases in revenues plus extraordinary, unbudgeted expenditures. However, it is not the City's intent to retain unusually large reserves. The City Council has therefore decided that any excess reserves should occasionally be used for capital outlay and non-recurring expenditures only.

# All Funds FY 2009



**Revenues by Source**



**Expenditures by Character**

# CITY OF BELTON

## Annual Budget

### FY 2009

#### - Budget Summary -

Revenues	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
General Fund	\$ 8,563,541	\$ 8,673,044	\$ 8,833,359	\$ 9,252,643
Water & Sewer Fund	\$ 4,093,499	\$ 4,139,900	\$ 4,332,500	\$ 4,637,045
Development Corporation	\$ 2,842,641	\$ 1,187,000	\$ 2,480,246	\$ 1,195,750
Drainage Fund	\$ 102,859	\$ -	\$ 219,000	\$ 304,200
Hotel/Motel Fund	\$ 173,242	\$ 161,200	\$ 182,200	\$ 188,725
Debt Service Fund	\$ 676,751	\$ 744,660	\$ 735,082	\$ 797,801
TIRZ Fund	\$ 256,894	\$ 352,344	\$ 359,552	\$ 472,228
<b>Total Revenues</b>	<b>\$ 16,709,427</b>	<b>\$ 15,258,148</b>	<b>\$ 17,141,939</b>	<b>\$ 16,848,392</b>

Expenditures	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
General Fund	\$ 8,358,820	\$ 8,895,477	\$ 8,711,510	\$ 9,252,916
Water & Sewer Fund	\$ 4,071,003	\$ 4,236,796	\$ 4,267,008	\$ 4,561,806
Development Corporation	\$ 594,952	\$ 2,924,332	\$ 2,914,068	\$ 3,043,407
Drainage Fund	\$ 235,803	\$ -	\$ 20,000	\$ 230,008
Hotel/Motel Fund	\$ 100,116	\$ 165,150	\$ 165,150	\$ 165,650
Debt Service Fund	\$ 616,945	\$ 694,240	\$ 690,486	\$ 801,196
TIRZ Fund	\$ 110,000	\$ 337,748	\$ 267,566	\$ 561,906
<b>Total Expenditures</b>	<b>\$ 14,087,639</b>	<b>\$ 17,253,743</b>	<b>\$ 17,035,788</b>	<b>\$ 18,616,889</b>

**CITY OF BELTON  
Annual Budget  
FY 2009**

**- Department Summary -**

	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
<b><u>General Fund</u></b>				
City Council	\$ 67,885	\$ 83,957	\$ 71,345	\$ 91,096
Administration	\$ 205,211	\$ 213,645	\$ 213,160	\$ 227,350
Finance	\$ 316,392	\$ 315,879	\$ 308,053	\$ 371,332
Legal	\$ 132,230	\$ 143,242	\$ 140,640	\$ 158,338
Police	\$ 2,414,506	\$ 2,532,381	\$ 2,495,939	\$ 2,627,532
Fire	\$ 1,881,356	\$ 1,846,544	\$ 1,844,488	\$ 1,972,457
Streets	\$ 783,536	\$ 852,383	\$ 851,995	\$ 908,779
Parks	\$ 618,223	\$ 651,917	\$ 642,452	\$ 744,059
Development Services	\$ 342,746	\$ 350,420	\$ 338,732	\$ 391,251
Library	\$ 216,371	\$ 234,180	\$ 222,131	\$ 238,016
Other Costs	\$ 410,328	\$ 689,550	\$ 580,675	\$ 475,856
Refuse Collection	\$ 717,398	\$ 706,433	\$ 729,433	\$ 760,070
Maintenance	\$ 252,638	\$ 274,946	\$ 272,467	\$ 286,780
<b>General Fund Total</b>	<b>\$ 8,358,820</b>	<b>\$ 8,895,477</b>	<b>\$ 8,711,510</b>	<b>\$ 9,252,916</b>
<b><u>Water &amp; Sewer Fund</u></b>				
Utility Administration	\$ 1,486,125	\$ 1,470,580	\$ 1,461,751	\$ 1,584,526
Water	\$ 1,647,160	\$ 1,765,630	\$ 1,828,889	\$ 1,820,429
Sewer	\$ 933,688	\$ 948,086	\$ 936,868	\$ 1,046,851
Other Costs	\$ 4,030	\$ 52,500	\$ 39,500	\$ 110,000
<b>Water &amp; Sewer Fund</b>	<b>\$ 4,071,003</b>	<b>\$ 4,236,796</b>	<b>\$ 4,267,008</b>	<b>\$ 4,561,806</b>
<b>Economic Develop Fund</b>	<b>\$ 594,952</b>	<b>\$ 2,924,332</b>	<b>\$ 2,914,068</b>	<b>\$ 3,043,407</b>
<b>Drainage Fund</b>	<b>\$ 235,803</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 230,008</b>
<b>Hotel/Motel Fund</b>	<b>\$ 100,116</b>	<b>\$ 165,150</b>	<b>\$ 165,150</b>	<b>\$ 165,650</b>
<b>Debt Service Fund</b>	<b>\$ 616,945</b>	<b>\$ 694,240</b>	<b>\$ 690,486</b>	<b>\$ 801,196</b>
<b>TIRZ Fund</b>	<b>\$ 110,000</b>	<b>\$ 337,748</b>	<b>\$ 267,566</b>	<b>\$ 561,906</b>
<b>Total All Funds</b>	<b>\$ 14,087,639</b>	<b>\$ 17,253,743</b>	<b>\$ 17,035,788</b>	<b>\$ 18,616,889</b>

**City of Belton  
Fund Balance Projection  
FY 2009**

**- General Fund -**

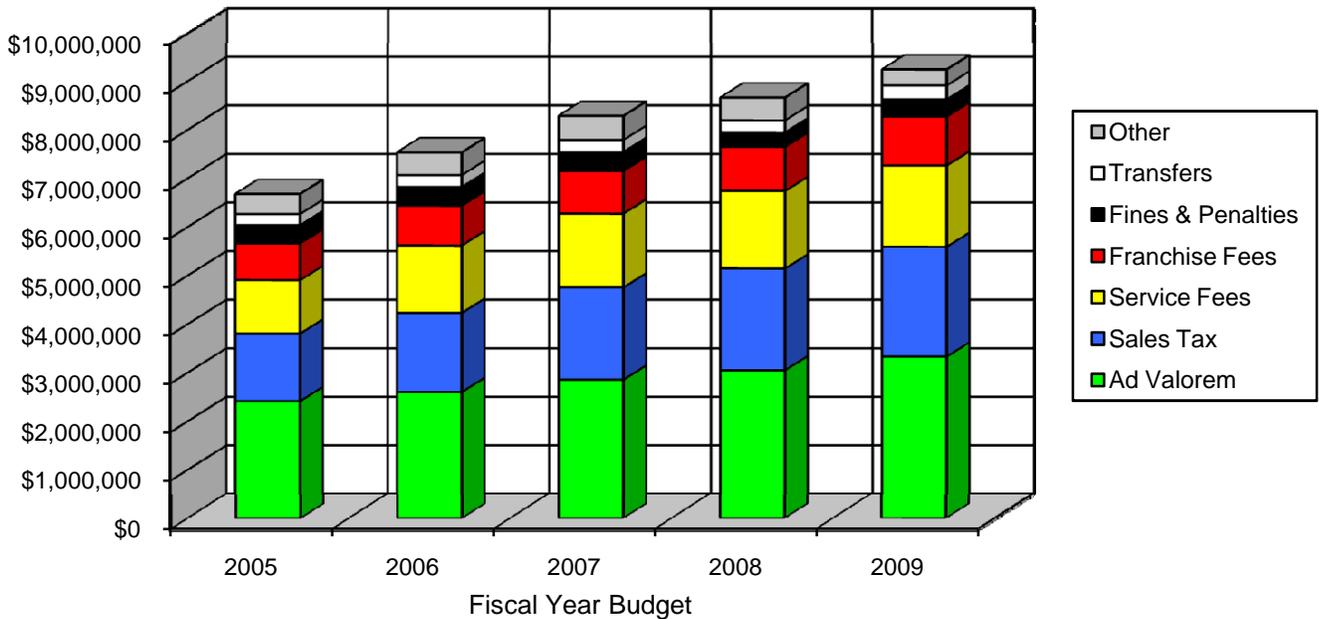
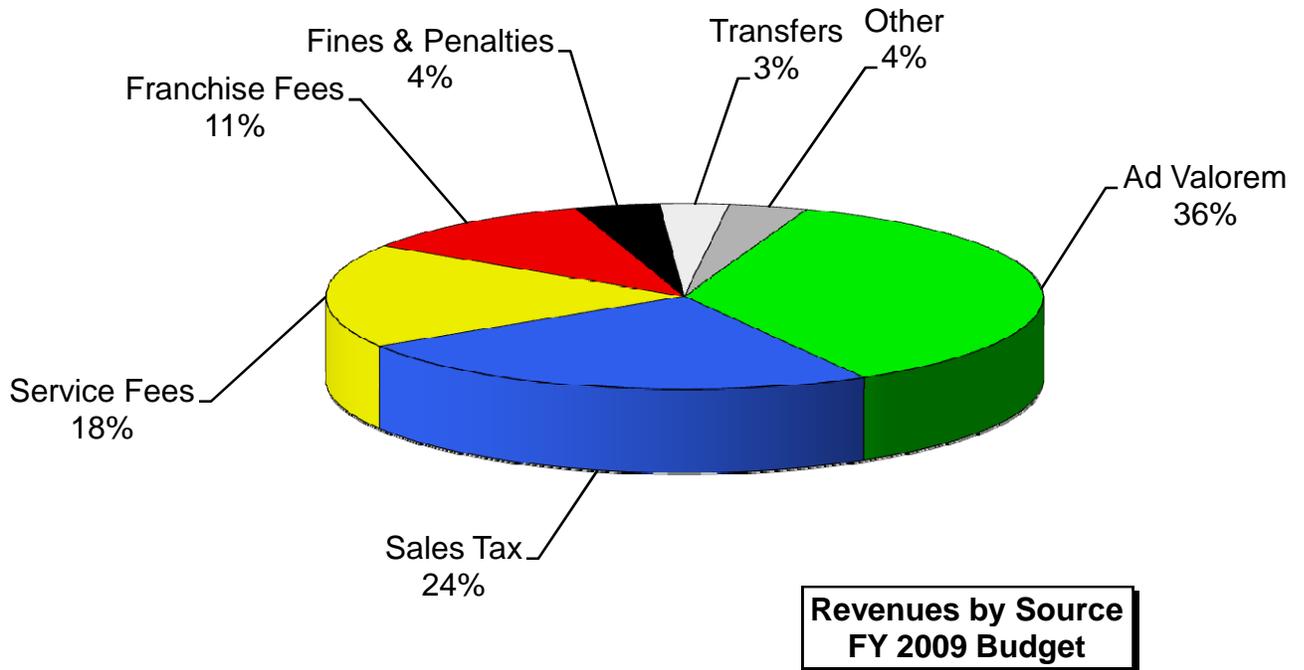
<b>Projected Beginning Fund Balance</b>		<b>\$ 3,561,760</b>
Budgeted Revenues and Transfers In		\$ 9,252,643
Budgeted Expenditures		
Personnel	\$ 5,939,575	
Supplies	\$ 483,265	
Repairs & Maintenance	\$ 364,143	
Services	\$ 1,941,938	
Debt Service	\$ 27,619	
Contingency	\$ 100,000	
Total Operating & Debt Expenditures		<u>\$ (8,856,540)</u>
Revenues in Excess of O&M & Debt Expenditures		\$ 396,103
Transfers		\$ (92,000)
Capital Outlay		\$ (189,376)
Strategic Plan Elements		<u>\$ (115,000)</u>
Net Impact of Budget on Fund Balance		<u>\$ (273)</u>
<b>Projected Ending Fund Balance</b>		<b>(b) <u>\$ 3,561,487</u></b>
Minimum Fund Balance (3 months O & M Budget)		(a) \$ (2,214,135)
<b>Projected Fund Balance in Excess of Minimum</b>		<b><u>\$ 1,347,352</u></b>

(a) City policy requires a minimum unreserved cash fund balance equal to at least three months of operating expenditures. For the proposed FY 2009 budget, the minimum fund balance is \$2,214,135. The projected fund balance at the end of FY 2009 is 4.83 months of operating

(b) Decrease in fund balance is planned, and results from the use of fund balance for Strategic Plan elements.

# General Fund

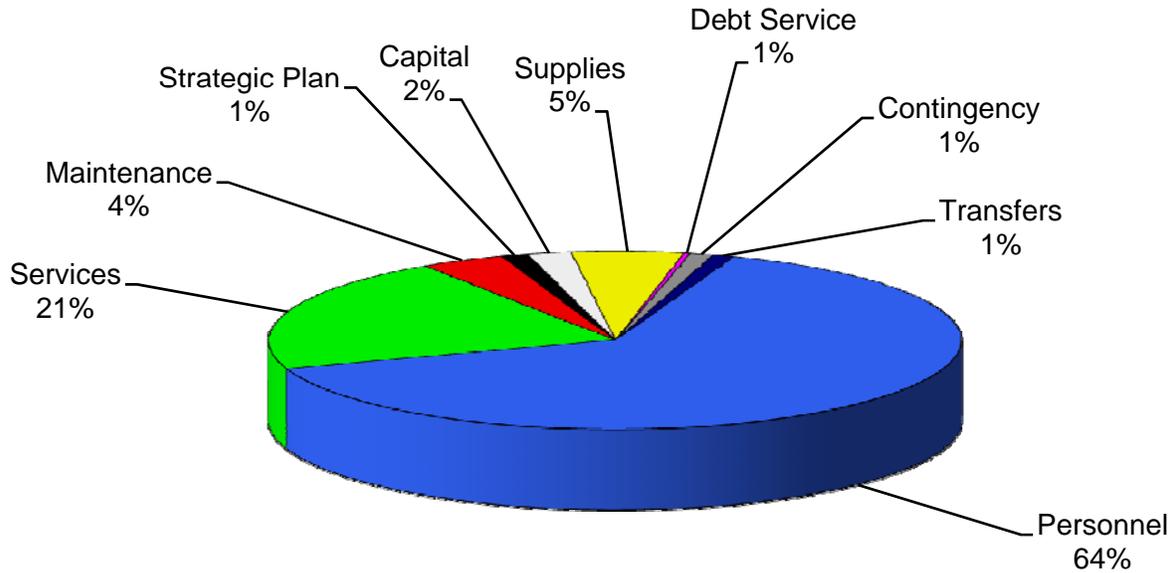
## - Revenues - FY 2009



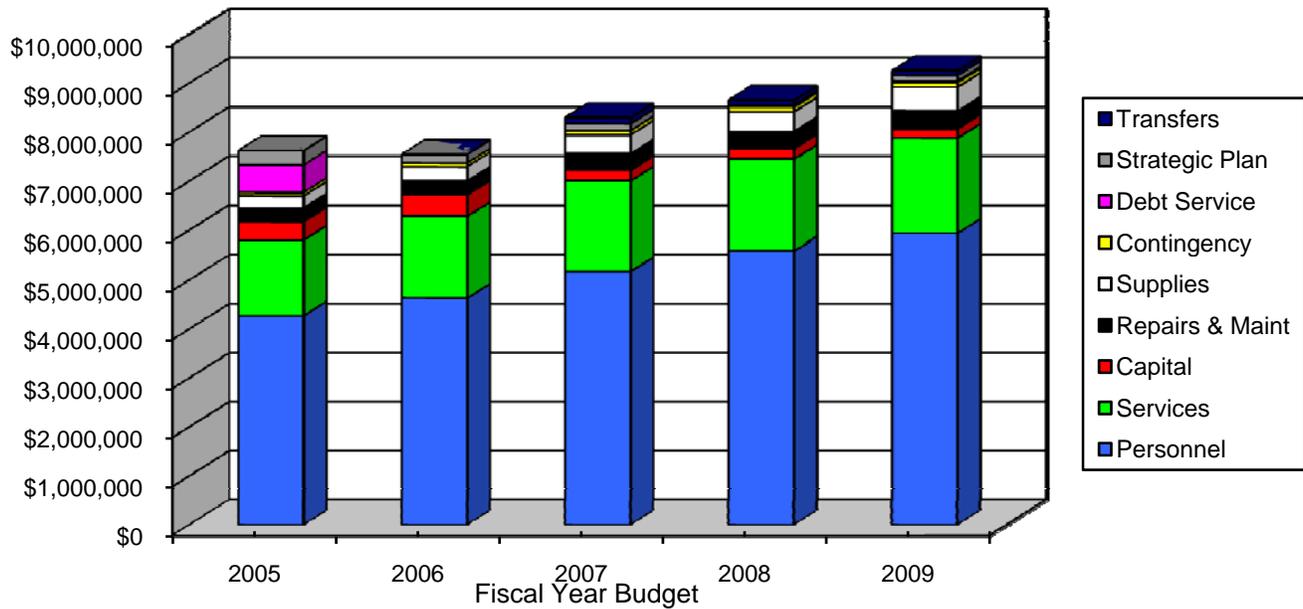
**Revenues by Source  
Last Five Budgets**

# General Fund

## - Expenditures - FY 2009



**Expenditures by Character  
FY 2009 Budget**



**Expenditures by Character  
Last Five Budgets**

**General Fund Revenues**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-3-1010	Current Ad Valorem Taxes	\$ 3,038,492	\$ 3,268,527	\$ 3,268,527	\$ 3,636,123
01-3-1020	Tax Discounts	\$ (59,629)	\$ (68,639)	\$ (67,000)	\$ (76,359)
01-3-1030	Delinquent Ad Valorem Taxes	\$ 53,666	\$ 47,000	\$ 47,000	\$ 47,000
01-3-1040	Penalty & Interest	\$ 42,565	\$ 37,000	\$ 37,000	\$ 37,000
01-3-1050	Payment in Lieu of Taxes	\$ 3,276	\$ 4,600	\$ 4,201	\$ 4,600
01-3-1060	Ad Valorem to TIRZ	\$ (158,747)	\$ (228,357)	\$ (224,795)	\$ (305,846)
	<b>Total Ad Valorem Taxes</b>	<b>\$ 2,919,623</b>	<b>\$ 3,060,131</b>	<b>\$ 3,064,933</b>	<b>\$ 3,342,518</b>
01-3-1210	Sales Tax	\$ 1,987,095	\$ 2,094,000	\$ 2,152,556	\$ 2,260,000
	<b>Total Sales Tax</b>	<b>\$ 1,987,095</b>	<b>\$ 2,094,000</b>	<b>\$ 2,152,556</b>	<b>\$ 2,260,000</b>
01-3-1310	Electric Franchise	\$ 606,482	\$ 592,000	\$ 640,000	\$ 653,000
01-3-1320	Telecommunications Franchise	\$ 84,370	\$ 84,000	\$ 84,000	\$ 84,000
01-3-1330	Cablevision Franchise	\$ 88,965	\$ 87,000	\$ 108,300	\$ 120,000
01-3-1340	Gas Franchise	\$ 81,731	\$ 82,000	\$ 83,616	\$ 84,000
01-3-1350	Garbage Franchise	\$ 66,961	\$ 64,000	\$ 68,500	\$ 69,000
	<b>Total Franchise Taxes</b>	<b>\$ 928,509</b>	<b>\$ 909,000</b>	<b>\$ 984,416</b>	<b>\$ 1,010,000</b>
01-3-1410	Alcoholic Beverage Tax	\$ 9,859	\$ 10,000	\$ 11,000	\$ 11,000
	<b>Total Other Taxes</b>	<b>\$ 9,859</b>	<b>\$ 10,000</b>	<b>\$ 11,000</b>	<b>\$ 11,000</b>
01-3-3010	Building Permits	\$ 76,346	\$ 85,000	\$ 62,000	\$ 62,000
01-3-3020	Electrical Permits	\$ 27,091	\$ 29,000	\$ 26,000	\$ 26,000
01-3-3030	Plumbing Permits	\$ 26,646	\$ 26,000	\$ 16,000	\$ 16,000
01-3-3040	Mechanical, Heat & A/C Permits	\$ 17,545	\$ 15,000	\$ 12,000	\$ 12,000
01-3-3045	Swimming Pool Permits	\$ 975	\$ 1,200	\$ 1,200	\$ 1,200
01-3-3060	Rezoning Fees	\$ 3,137	\$ 3,200	\$ 2,400	\$ 2,400
01-3-3070	Sub-Division Fees	\$ 3,978	\$ 4,000	\$ 3,400	\$ 3,400
	<b>Total Building Permits &amp; Licenses</b>	<b>\$ 155,718</b>	<b>\$ 163,400</b>	<b>\$ 123,000</b>	<b>\$ 123,000</b>
01-3-3120	Park Permits	\$ 3,045	\$ 3,000	\$ 3,000	\$ 3,000
01-3-3130	Beer & Wine Licenses	\$ 690	\$ 700	\$ 700	\$ 700
01-3-3140	Garage Sale Permits	\$ 2,396	\$ 2,000	\$ 2,300	\$ 2,300
01-3-3150	Fire Marshall Inspection Fees	\$ 1,065	\$ 1,000	\$ 1,100	\$ 1,300
	<b>Total Other Permits &amp; Licenses</b>	<b>\$ 7,196</b>	<b>\$ 6,700</b>	<b>\$ 7,100</b>	<b>\$ 7,300</b>
01-3-4010	Municipal Court Fines	\$ 186,837	\$ 212,600	\$ 237,600	\$ 237,600
01-3-4020	Parking Fines	\$ 7,093	\$ -	\$ -	\$ -
01-3-4030	Court Administrative Fees	\$ 24,259	\$ 23,000	\$ 37,000	\$ 37,000
01-3-4040	Local Time Payment Fees	\$ 8,530	\$ 8,700	\$ 9,000	\$ 9,000
01-3-4050	Local FTA Fees	\$ 1,748	\$ 1,700	\$ 2,200	\$ 2,200
01-3-4060	Defensive Driving Fees	\$ 3,940	\$ 3,600	\$ 6,400	\$ 6,400
01-3-4070	Warrant & Arrest Fees	\$ 48,421	\$ 48,500	\$ 59,000	\$ 59,000
01-3-4080	Child Safety Fees	\$ 895	\$ 900	\$ 700	\$ 700
01-3-4095	Local Judicial Fee	\$ 1,098	\$ 1,000	\$ 1,600	\$ 1,600
	<b>Total Municipal Court Revenues</b>	<b>\$ 282,821</b>	<b>\$ 300,000</b>	<b>\$ 353,500</b>	<b>\$ 353,500</b>

**General Fund Revenues Continued**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-3-5010	Refuse Collection Fees	\$ 676,910	\$ 689,000	\$ 720,000	\$ 741,600
01-3-5020	Refuse Contract Fees	\$ 80,621	\$ 82,680	\$ 85,440	\$ 88,992
01-3-5150	Ambulance Revenues	\$ 801,678	\$ 800,000	\$ 800,000	\$ 800,000
01-3-5200	Harris Community Center Rental	\$ 18,548	\$ 18,000	\$ 25,000	\$ 25,000
01-3-5210	Rental Income	\$ 3,000	\$ 6,000	\$ 6,000	\$ 6,000
01-3-5220	PPFC/TDFA Finance Fees	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
01-3-5710	Sale of City Property	\$ 17,603	\$ -	\$ 8,849	\$ -
	<b>Total Services Provided</b>	<b>\$ 1,608,360</b>	<b>\$ 1,595,680</b>	<b>\$ 1,655,289</b>	<b>\$ 1,671,592</b>
01-3-6010	Grant Revenues	\$ 83,404	\$ 25,994	\$ 25,994	\$ 25,994
01-3-6110	Insurance Proceeds	\$ 17,106	\$ -	\$ 3,873	\$ -
01-3-6120	School Reimbursements	\$ 38,850	\$ 39,239	\$ 39,239	\$ 39,239
01-3-6130	Bell County Fire Dept Contribution	\$ 8,902	\$ -	\$ 2,300	\$ 2,300
01-3-6140	Bell County Child Safety Fund	\$ 18,628	\$ 19,000	\$ 19,745	\$ 20,000
01-3-6160	State LEOSE Funding	\$ 2,563	\$ 2,600	\$ 2,614	\$ 2,600
	<b>Total Grants &amp; Reimbursements</b>	<b>\$ 169,453</b>	<b>\$ 86,833</b>	<b>\$ 93,765</b>	<b>\$ 90,133</b>
01-3-7010	Miscellaneous Income	\$ 51,536	\$ 12,500	\$ 8,200	\$ 8,000
01-3-7020	Cash Over/Under	\$ (242)	\$ -	\$ -	\$ -
01-3-7030	Copies	\$ 3,739	\$ 3,800	\$ 3,600	\$ 3,600
	<b>Total Miscellaneous Income</b>	<b>\$ 55,033</b>	<b>\$ 16,300</b>	<b>\$ 11,800</b>	<b>\$ 11,600</b>
01-3-8001	Interfund Transfer-Franchise	\$ 180,500	\$ 180,500	\$ 180,500	\$ 221,500
01-3-8002	Interfund Transfer-Reimbursement	\$ 65,500	\$ 65,500	\$ 65,500	\$ 65,500
	<b>Total Transfers</b>	<b>\$ 246,000</b>	<b>\$ 246,000</b>	<b>\$ 246,000</b>	<b>\$ 287,000</b>
01-3-9100	Interest Income-Bank	\$ 763	\$ -	\$ -	\$ -
01-3-9120	Interest Income-TexPool	\$ 129,255	\$ 185,000	\$ 130,000	\$ 85,000
01-3-9121	Interest Income-TexStar	\$ 63,856	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 193,874</b>	<b>\$ 185,000</b>	<b>\$ 130,000</b>	<b>\$ 85,000</b>
	<b>Total General Fund Revenues</b>	<b>\$ 8,563,541</b>	<b>\$ 8,673,044</b>	<b>\$ 8,833,359</b>	<b>\$ 9,252,643</b>

## - GENERAL FUND REVENUES - Revenue Assumptions

<b><u>01-3-1010</u></b>	<b><u>Current Ad Valorem Taxes</u></b>	<b><u>\$3,636,123</u></b>
<b><u>01-3-1020</u></b>	<b><u>Tax Discounts</u></b>	<b><u>\$ (76,359)</u></b>
<b><u>01-3-1030</u></b>	<b><u>Delinquent Ad Valorem Taxes</u></b>	<b><u>\$ 47,000</u></b>
<b><u>01-3-1040</u></b>	<b><u>Penalty &amp; Interest</u></b>	<b><u>\$ 37,000</u></b>

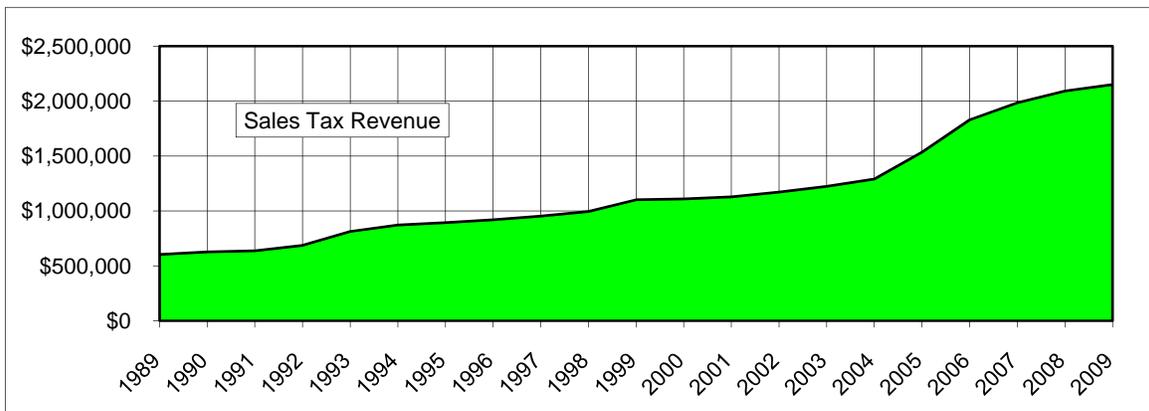
Ad valorem tax revenues are projected using a combination of methods. First, the taxable values for properties within the City of Belton are obtained from the Bell County Appraisal District, which appraises value for all property within Bell County. Next, the current tax levy is computed by applying the tax rate set by the City Council to the taxable roll. (A discussion of the development of the tax rate is contained in the “Tax & Bond Information” section of this document.) Finally, collection percentages based on historical experience for the City are applied to the current levy to project the various tax revenues.

The certified 2008 taxable value (for taxation in FY 2009) per the Appraisal District is \$694,953,743, an increase of \$68,281,766 or 10.9% from the 2007 taxable value. New property and improvements added \$28.1 million to the tax rolls, annexations added \$0.5 million, while changes in the values of existing properties and exemptions added \$39.6 million.

Current tax revenue in the General Fund is calculated using the maintenance and operations tax rate of \$0.5394 per \$100 of taxable value and a collection rate of 97%. Tax discounts are projected at 2.1% of the tax levy. Delinquent tax revenues (45%) and penalty and interest (35%) are calculated as a percentage of the estimated delinquent taxes receivable at the beginning of the fiscal year.

<b><u>01-3-1210</u></b>	<b><u>Sales Tax</u></b>	<b><u>\$2,260,000</u></b>
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Sales tax revenues are projected using a multi-year trend analysis. Sales tax revenues have increased each year since 1989. The increases range from 0.69% (FY 2001) to 18.33% (FY 1993), and FY 2008 receipts are projected to be up 8.33% from the prior year. FY 2009 revenues were projected using the estimated collections for FY 2008 with a 5% growth factor.



<b><u>01-3-1310</u></b>	<b><u>Electric Franchise</u></b>	<b><u>\$653,000</u></b>
<b><u>01-3-1320</u></b>	<b><u>Telecommunications Franchise</u></b>	<b><u>\$ 84,000</u></b>
<b><u>01-3-1330</u></b>	<b><u>Cablevision Franchise</u></b>	<b><u>\$120,000</u></b>
<b><u>01-3-1340</u></b>	<b><u>Gas Franchise</u></b>	<b><u>\$ 84,000</u></b>
<b><u>01-3-1350</u></b>	<b><u>Garbage Franchise</u></b>	<b><u>\$ 69,000</u></b>

Utility companies that use the City's streets and rights-of-way in the course of conducting their business pay franchise fees to the City. Franchise fees are paid by these companies as a percentage of their gross receipts collected from their customers within the City of Belton. FY 2009 revenues are projected using FY 2008 receipts as a benchmark.

<b><u>01-3-3010</u></b>	<b><u>Building Permits</u></b>	<b><u>\$62,000</u></b>
<b><u>01-3-3020</u></b>	<b><u>Electrical Permits</u></b>	<b><u>\$26,000</u></b>
<b><u>01-3-3030</u></b>	<b><u>Plumbing Permits</u></b>	<b><u>\$16,000</u></b>
<b><u>01-3-3040</u></b>	<b><u>Mechanical, Heating &amp; A/C Permits</u></b>	<b><u>\$12,000</u></b>

These revenue streams are elastic in nature and are directly related to the level of construction activity in the community. While construction activity has been on the increase since FY 2003, the trend had begun to slow. While permit numbers did decrease in FY 2008, there is still significant activity in existing subdivisions, as well as in the commercial arena. The FY 2009 budget anticipates construction activity to even out at the 2008 level.

<b><u>01-3-4010</u></b>	<b><u>Municipal Court Fines</u></b>	<b><u>\$237,600</u></b>
<b><u>01-3-4030</u></b>	<b><u>Municipal Court Administrative Fees</u></b>	<b><u>\$ 37,000</u></b>
<b><u>01-3-4040</u></b>	<b><u>Local Time Payment Fees</u></b>	<b><u>\$ 9,000</u></b>
<b><u>01-3-4050</u></b>	<b><u>Local FTA Fees</u></b>	<b><u>\$ 2,200</u></b>
<b><u>01-3-4060</u></b>	<b><u>Defensive Driving Fees</u></b>	<b><u>\$ 6,400</u></b>
<b><u>01-3-4070</u></b>	<b><u>Warrant &amp; Arrest Fees</u></b>	<b><u>\$ 59,000</u></b>

Court fines and fees are levied by the Municipal Judge for violations of State laws and City ordinances. The State also levies fees on these fines, which are collected by the City and remitted to the State. The City is allowed to retain 10% of State fees as an administrative fee for collecting and processing the fees. Court fines and fees are projected using multi-year trend analysis with ticket level and collection activity taken into account. FY 2009 revenues are projected to be at the FY 2008 year end projected levels.

<b><u>01-3-5010</u></b>	<b><u>Refuse Collection Fees</u></b>	<b><u>\$741,600</u></b>
<b><u>01-3-5020</u></b>	<b><u>Refuse Contract Fees</u></b>	<b><u>\$ 88,992</u></b>

Refuse collection revenue is projected using an average monthly billing amount, computed during the budget process using the latest available information. The average monthly billing used was \$61,800, and the FY 2009 budget amount of \$741,600 is projected based on this average.

The City's contract with the refuse collector gives the City 12% of refuse collection receipts as a collection and franchise fee. Based upon the average billings above, the budget amount for FY 2009 will be \$88,992.

**01-3-5150**                      **Ambulance Revenues**    **\$800,000**

This revenue is dependent on the number of ambulance runs made each year, over which the City has very little control. Ambulance revenue is projected using a multi-year trend analysis, with consideration given for the level of ambulance runs, collection activity and any rate changes.

In FY 2005, the number of ambulance runs increased as the City's second fire station and additional front-line ambulance came on-line. FY 2006 revenues increased 28.8%, due to rate increases effective at the beginning of the fiscal year. FY 2007 and 2008 revenues showed increases in activity level, and FY 2009 revenues are projected to be at the FY 2008 year end projection levels.

**01-3-5210**                      **Rental Income**    **\$6,000**

In prior years, the City leased its building in Yettie Polk Park to the Central Texas Council of Governments. CTCOG acquired its own building and vacated the City's building in the middle of FY 2006. In FY 2008, the Finance department moved from City Hall to this building. In FY 2007, Belco Manufacturing Co., Inc. began renting the Rockwool lot for \$750 a month.

**01-3-5510**                      **Sale of City Property**    **\$0**

This revenue source fluctuates according to the type and quality of obsolete equipment sold at auction each year. Due to the uncertainty of this revenue source and the small amount of revenue generated, no amount is budgeted.

**01-3-6010**                      **Grant Revenues**    **\$25,994**

This account includes funding from grant sources and emergency management funds. Budget projections are based on grant award amounts. The known grant and amount for FY 2009 is as follows:

<u>Grant Project</u>	<u>Funding Agency</u>	<u>Amount</u>
Emergency Management Assistance	FEMA	<u>\$25,994</u>
Total		<u>\$25,994</u>

The FEMA grant reimburses the City for a portion of its manpower costs that are devoted to development of emergency management procedures. Funding under this program must be reapplied for each year.

**01-3-6120**                      **School Reimbursements**                      **\$39,239**

The Belton School District pays to the City to help defray costs for the High School Liaison Officer. Their contribution is \$39,239, the cost of an officer for nine months.

**01-3-6130**                      **Bell County Fire Dept Contribution**                      **\$2,300**

This payment from Bell County is distributed by the Bell County Fire Chief's Association and is allocated among the fire departments within the County. The allocation is based upon the number of accredited calls made by each department to unincorporated areas in the County.

**01-3-7010**                      **Miscellaneous Income**                      **\$8,000**

Miscellaneous income is generated by items not readily classified to other categories. It includes handling charges for insufficient fund checks written to the City and administrative fees from the Development Corporation. The FY 2009 budget is based on an average amount received as determined by trend analysis.

**01-3-8001**                      **Interfund Transfer – Franchise**                      **\$221,500**  
**01-3-8002**                      **Interfund Transfer – Reimbursement**                      **\$ 65,500**

Transfers from the Water and Sewer Fund are for reimbursement of costs and payment in lieu of franchise fees. The FY 2009 budget includes:

- Franchise transfer to General Fund calculated as 5% of budgeted water and sewer sales.
- Reimbursement transfer to General Fund for the Maintenance Department facilities and expense remains at the FY 2008 amount.

**01-3-9120**                      **Interest Income**                      **\$85,000**

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. The City will invest all idle cash in order to maximize earnings. All of the City's idle cash funds are invested in the depository bank, TexPool, TexStar, or Treasury securities. While investable cash balances are fairly stable from prior years, interest rates declined sharply in 2008. The projected interest earnings for FY 2009 are \$85,000, based on these lower interest rates.

## Mission

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The Mayor and six Council members act as the elected representatives of the citizens of Belton to formulate public policy to meet community needs and assure orderly development in the City.

## Description

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- Appoints the City Manager, City Attorney, Municipal Court Judge and various citizen boards and commissions.
- Adopts the Strategic Plan as a framework for policy direction.
- Adopts the City's annual budget and ad valorem tax rate.
- Adopts City ordinances and resolutions.
- Establishes the fees and rates for City goods and services.
- Approves purchases and contracts as prescribed by the City Charter and State Law.

## Accomplishments

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- Maintained property tax rate at \$0.655 per \$100 valuation. (4A)
- Updated Strategic Plan as the framework for the Community's future. (1A, 1B)
- Dedicated splash pad at South Wall Tiger Park. (10B)
- Issued \$2 million in Certificates of Obligation for public improvements to support the BISD middle school, without a tax increase. (4A, 6B, 1D)
- Adopted Stormwater Management Plan and process. (6B)
- Adopted stormwater drainage rate structure. (3B, 4A, 7A)
- Developed utility master plan. (3A)
- Approved bylaws of the Youth Advisory Commission. (2A)
- Revised the City's Tax Abatement Program. (5A)

## Goals

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- Preserve community character while preparing for future growth. (1H, 5C)
- Implement/update Strategic Plan as the framework for the Community's future. (1A, 1B)
- Maintain and enhance partnerships for enhanced effectiveness. (1G, 8B)
- Facilitate the Gin redevelopment project in downtown Belton. (1H, 10B)
- Establish a Historic Preservation Board. (1H)
- Adopt Police Department strategic plan. (9F)
- Adopt Economic Development strategic plan. (5A)
- Update strategic plan. (1A, 1B)

(Strategic Plan goal #)

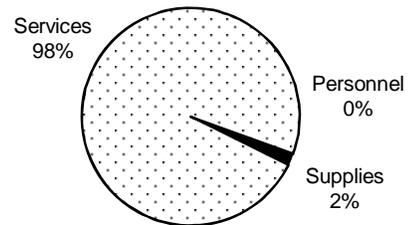
**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 21	\$ 21	\$ 21	\$ 17
Supplies	\$ 2,091	\$ 2,030	\$ 1,880	\$ 1,602
Services	\$ 65,773	\$ 81,906	\$ 69,444	\$ 89,477
<b>Total</b>	<b>\$ 67,885</b>	<b>\$ 83,957</b>	<b>\$ 71,345</b>	<b>\$ 91,096</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Mayor *	1	1	1
Council Member *	6	6	6
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

\* Elected, unpaid positions.



City Council

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-010-101	Salaries-Administrative	\$ 7	\$ 7	\$ 7	\$ 7
01-4-010-124	Workers' Comp. Insurance	\$ 14	\$ 14	\$ 14	\$ 10
	<b>Total Personnel</b>	<b>\$ 21</b>	<b>\$ 21</b>	<b>\$ 21</b>	<b>\$ 17</b>
01-4-010-201	Office Supplies	\$ 733	\$ 700	\$ 800	\$ 800
01-4-010-202	Postage	\$ 565	\$ 600	\$ 350	\$ 350
01-4-010-229	Tools & Other Supplies	\$ 793	\$ 730	\$ 730	\$ 452
	<b>Total Supplies</b>	<b>\$ 2,091</b>	<b>\$ 2,030</b>	<b>\$ 1,880</b>	<b>\$ 1,602</b>
01-4-010-501	Advertising & Public Notices	\$ 5,330	\$ 6,180	\$ 6,180	\$ 5,000
01-4-010-510	Dues & Publications	\$ 5,950	\$ 6,201	\$ 6,621	\$ 6,722
01-4-010-513	Travel & Meals	\$ 18,106	\$ 21,970	\$ 17,600	\$ 22,150
01-4-010-551	Insurance-Errors & Omissions	\$ 4,829	\$ 8,150	\$ 7,800	\$ 8,150
01-4-010-561	Legal Services	\$ 6,371	\$ 7,500	\$ 7,500	\$ 7,500
01-4-010-562	Engineering	\$ 8,770	\$ 10,000	\$ 5,000	\$ 15,000
01-4-010-570	Special Services	\$ 4,479	\$ 8,175	\$ 6,185	\$ 5,800
01-4-010-571	Election Expenses	\$ 170	\$ 2,130	\$ 58	\$ 2,130
01-4-010-572	Employee Relations	\$ 11,768	\$ 11,600	\$ 12,500	\$ 12,625
01-4-010-574	Youth Advisory Commission	\$ -	\$ -	\$ -	\$ 4,400
	<b>Total Services</b>	<b>\$ 65,773</b>	<b>\$ 81,906</b>	<b>\$ 69,444</b>	<b>\$ 89,477</b>
	<b>Total City Council</b>	<b>\$ 67,885</b>	<b>\$ 83,957</b>	<b>\$ 71,345</b>	<b>\$ 91,096</b>

**City Council**

Account Number	Description	Amount	Amount
<b>01-4-010-201</b>	<b>Office Supplies</b> - Business cards for Council & stationary - Color copier cartridges - Department share of copy paper	\$ 100 \$ 250 \$ 450	<b>\$ 800</b>
<b>229</b>	<b>Tools &amp; Other Supplies</b> - Meeting supplies - Nameplates and proclamation materials - Minute book	\$ 80 \$ 150 \$ 222	<b>\$ 452</b>
<b>501</b>	<b>Advertising &amp; Public Notices</b> - Fort Hood Newcomers' Guide - Chamber of Commerce magazine advertisement - Legal advertisements and official recordings	\$ 1,180 \$ 1,500 \$ 2,320	<b>\$ 5,000</b>
<b>510</b>	<b>Dues &amp; Publications</b> - National League of Cities - Association of the United States Army - Belton Chamber of Commerce - TXU Steering Committee - ERCOT - Texas Municipal League	\$ 1,432 \$ 75 \$ 500 \$ 1,859 \$ 100 \$ 2,756	<b>\$ 6,722</b>
<b>513</b>	<b>Travel &amp; Meals</b> - Six (6) council members - Mayor - NLC Congressional conference - 2 - NLC exposition - 2 - AUSA membership meetings - AUSA conference - AUSA soldier dinner sponsorship - AUSA Board of Governors - Mayor/Mayor Pro Tem meetings - Council workshops	\$ 6,000 \$ 2,000 \$ 4,600 \$ 4,600 \$ 200 \$ 2,300 \$ 1,000 \$ 400 \$ 900 \$ 150	<b>\$ 22,150</b>
<b>570</b>	<b>Special Services</b> - Council's 4th of July reception - Volunteer Firefighter banquet - Boards & commissions appreciation banquet - Parade VIP - 4th of July - Downtown Business Merchants Association support - Visionaries in Preservation committee support	\$ 400 \$ 800 \$ 1,500 \$ 100 \$ 2,500 \$ 500	<b>\$ 5,800</b>
<b>571</b>	<b>Election Expenses</b> - Election judges and clerks - Election ballots - Election forms and supplies - Election voting equipment - Election publications and updates - Lunch for election workers - Publication of ordinances	\$ 886 \$ 249 \$ 75 \$ 680 \$ 90 \$ 30 \$ 120	<b>\$ 2,130</b>
<b>572</b>	<b>Employee Relations</b> - Employee benevolent fund - Employee Christmas party and cards - Employee appreciation barbecues - Awards and plaques	\$ 500 \$ 10,500 \$ 825 \$ 800	<b>\$ 12,625</b>
<b>574</b>	<b>Youth Advisory Commission</b> - Promotional items - Conference - 12 - Meetings - Christmas on the Chisholm Trail	\$ 900 \$ 700 \$ 300 \$ 2,500	<b>\$ 4,400</b>

## Mission

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To provide professional management and administration of the City, implementing City Council policy decisions by directing, coordinating, monitoring, and evaluating all City government activities.

## Description

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- Executes the policies established by the City Council and administers the affairs of the City consistent with the City Charter.
- Assists Council in the formulation of City goals and long-term planning efforts.
- Provides oversight and management direction to all City departments; monitors City operations to ensure compliance with all rules, policies, regulations, and laws.
- Prepares and maintains minutes, ordinances, resolutions, and proclamations.
- Conducts City elections.
- Researches various issues and conducts special projects.

## Accomplishments

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- Implemented Texas Department of Transportation Safe Routes to School Grant. (1E, 1H)
- Implemented \$5.3 million capital improvement program for public improvements. (1D, 6B)
- Researched lien collection through outside vendor to improve collection rate. (4A)
- Converted Code of Ordinances to electronic format for improved staff and customer access and use. (2A, 2B, 4B)

## Goals

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- Pursue discussions with water supply corporations in growth path. (3B, 6A)
- Begin electronic indexing of City documents for easier records/information searches and retrieval. (4B)
- Develop strategies to encourage all levels of housing construction including housing priced at less than \$100,000. (1F)
- Pursue downtown redevelopment and economic revitalization. (1H, 5C)
- Develop historic preservation ordinance and related design guidelines for the downtown historic district. (1H, 7A, 7B)
- Research establishment of a city recreation department. (10B)
- Develop a long-range annexation strategy. (1C, 3B, 7C)
- Implement \$2 million capital improvement program for public improvements to support BISD middle school on Avenue D. (1D, 6B)

(Strategic Plan goal #)

**Expenditure Summary**

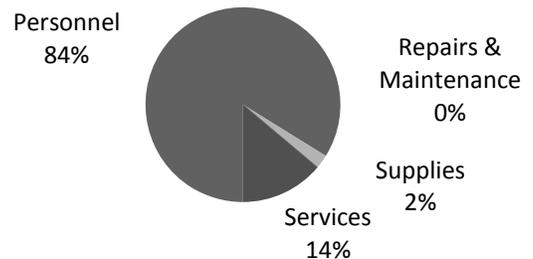
Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 173,142	\$ 180,212	\$ 180,212	\$ 190,632
Supplies	\$ 7,659	\$ 4,350	\$ 4,902	\$ 5,225
Repairs & Maintenance	\$ 254	\$ -	\$ 20	\$ -
Services	\$ 24,156	\$ 29,083	\$ 28,026	\$ 31,493
<b>Total</b>	<b>\$ 205,211</b>	<b>\$ 213,645</b>	<b>\$ 213,160</b>	<b>\$ 227,350</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Formal Council Meetings	25	23	23
Special Council Meetings	12	11	10
Council Work Sessions	23	22	18
Elections	0	0	1
Proclamations	18	29	26
Official Documents Indexed	154	201	201
Permits	23	21	23
Open Records Requests	32	44	40

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
City Manager	1	1	1
City Clerk	1	1	1
Support Services Coord.	1	1	1
City Manager's Secretary	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>



Administration

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-020-101	Salaries-Administrative	\$ 31,845	\$ 32,510	\$ 32,510	\$ 33,594
01-4-020-102	Salaries-Professional	\$ 64,866	\$ 68,703	\$ 68,703	\$ 72,113
01-4-020-104	Salaries-Operations	\$ 35,914	\$ 36,697	\$ 36,697	\$ 38,819
01-4-020-113	Health Insurance Allowance	\$ 505	\$ 904	\$ 904	\$ -
01-4-020-114	Vehicle/Communications Allowance	\$ 7,625	\$ 7,500	\$ 7,500	\$ 7,500
01-4-020-121	TMRS	\$ 10,910	\$ 11,325	\$ 11,325	\$ 12,193
01-4-020-122	FICA	\$ 10,396	\$ 11,193	\$ 11,193	\$ 11,630
01-4-020-123	Employee Insurance	\$ 8,144	\$ 8,503	\$ 8,503	\$ 11,791
01-4-020-124	Workers' Comp. Insurance	\$ 480	\$ 519	\$ 519	\$ 422
01-4-020-125	Unemployment Compensation	\$ 25	\$ 122	\$ 122	\$ 267
01-4-020-126	Contributions to CM 457(f)	\$ 2,432	\$ 2,236	\$ 2,236	\$ 2,303
	<b>Total Personnel</b>	<b>\$ 173,142</b>	<b>\$ 180,212</b>	<b>\$ 180,212</b>	<b>\$ 190,632</b>
01-4-020-201	Office Supplies	\$ 2,890	\$ 2,300	\$ 2,800	\$ 2,800
01-4-020-202	Postage	\$ 1,153	\$ 1,200	\$ 900	\$ 900
01-4-020-229	Tools & Other Supplies	\$ 738	\$ 850	\$ 1,000	\$ 1,025
01-4-020-250	Small Equipment	\$ 2,878	\$ -	\$ 202	\$ 500
	<b>Total Supplies</b>	<b>\$ 7,659</b>	<b>\$ 4,350</b>	<b>\$ 4,902</b>	<b>\$ 5,225</b>
01-4-020-404	Office Equipment Maintenance	\$ -	\$ -	\$ 20	\$ -
01-4-020-406	Computer System Maintenance	\$ 254	\$ -	\$ -	\$ -
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 254</b>	<b>\$ -</b>	<b>\$ 20</b>	<b>\$ -</b>
01-4-020-501	Advertising & Public Notices	\$ 138	\$ 275	\$ 186	\$ 200
01-4-020-510	Dues & Publications	\$ 3,425	\$ 3,308	\$ 3,406	\$ 3,323
01-4-020-512	Registration & Tuition	\$ 2,019	\$ 3,860	\$ 2,984	\$ 3,335
01-4-020-513	Travel & Meals	\$ 6,769	\$ 6,140	\$ 6,000	\$ 6,835
01-4-020-521	Equipment Lease	\$ 4,055	\$ 4,100	\$ 4,055	\$ 6,000
01-4-020-550	Insurance-General Liability	\$ 434	\$ 750	\$ 700	\$ 750
01-4-020-551	Insurance-Errors & Omissions	\$ 4,829	\$ 8,150	\$ 7,795	\$ 8,150
01-4-020-581	Communication Services	\$ 2,487	\$ 2,500	\$ 2,900	\$ 2,900
	<b>Total Services</b>	<b>\$ 24,156</b>	<b>\$ 29,083</b>	<b>\$ 28,026</b>	<b>\$ 31,493</b>
	<b>Total Administration</b>	<b>\$ 205,211</b>	<b>\$ 213,645</b>	<b>\$ 213,160</b>	<b>\$ 227,350</b>

**Administration**

Account Number	Description	Amount
01-4-020-201	<b>Office Supplies</b>	
	- Department share of copy paper	\$ 400
	- Letterhead & envelopes	\$ 375
	- Fax machine print cartridges	\$ 100
	- Inkjet printer cartridges	\$ 375
	- Laser printer cartridge	\$ 130
	- Color copier cartridges	\$ 650
	- Other office supplies	\$ 770
		<b>\$ 2,800</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Ice & other supplies	\$ 125
	- City logo business card blanks & letterhead	\$ 900
		<b>\$ 1,025</b>
250	<b>Small Equipment</b>	
	- Digital recorder w/transcription kit	
		<b>\$ 500</b>
501	<b>Advertising &amp; Public Notices</b>	
	- Directory listing charges	
		<b>\$ 200</b>
510	<b>Dues &amp; Publications</b>	
	- TCMA dues	\$ 334
	- International City Manager Association dues	\$ 859
	- TCMA Region 7 dues	\$ 25
	- TMCA dues	\$ 85
	- TABA dues	\$ 345
	- Municipal Clerk's Handbook Update	\$ 90
	- Newspaper subscriptions	\$ 163
	- Texas State Directory	\$ 37
	- American Planning Association dues	\$ 425
	- AUSA dues	\$ 75
	- City Manager civic club dues	\$ 420
	- Local Government Code update	\$ 40
	- Texas Downtown Association	\$ 75
	- Preservation Texas membership	\$ 75
	- Military Relations committee	\$ 125
- Miscellaneous publications	\$ 150	
		<b>\$ 3,323</b>
512	<b>Registration &amp; Tuition</b>	
	- TML conference - 2 staff	\$ 550
	- NLC Congressional conference	\$ 650
	- TCMA conference	\$ 350
	- ICMA conference - City Manager	\$ 500
	- AICP conference	\$ 250
	- Municipal Clerk's seminars & exams	\$ 210
	- Election law seminar	\$ 225
	- Support Services conference	\$ 300
	- Miscellaneous seminars and training	\$ 300
513	<b>Travel &amp; Meals</b>	
	- TML conference - 2 staff	\$ 1,250
	- NLC conference	\$ 2,050
	- TCMA conference	\$ 625
	- ICMA conference - City Manager	\$ 1,600
	- AUSA membership meetings	\$ 60
	- City Manager travel	\$ 250
	- Support Services travel	\$ 500
- City Clerk travel	\$ 500	
		<b>\$ 6,835</b>
521	<b>Equipment Lease</b>	
	- Copier rental	
		<b>\$ 6,000</b>



**Description**

The Finance department is comprised of two divisions:

1. Operations
2. Personnel

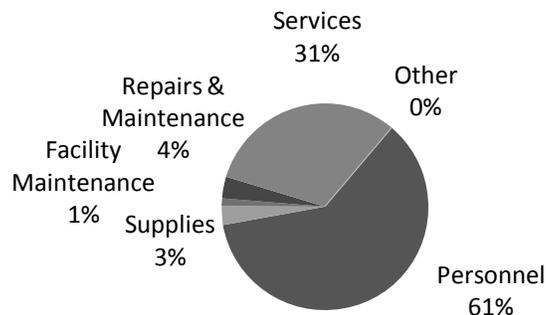
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 183,426	\$ 187,421	\$ 187,421	\$ 226,896
Supplies	\$ 12,911	\$ 9,100	\$ 10,913	\$ 10,705
Facility Maintenance	\$ -	\$ 6,000	\$ 4,000	\$ 4,500
Repairs & Maintenance	\$ 10,031	\$ 11,703	\$ 11,335	\$ 12,673
Services	\$ 85,524	\$ 101,655	\$ 94,384	\$ 116,558
Other	\$ 24,500	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 316,392</b>	<b>\$ 315,879</b>	<b>\$ 308,053</b>	<b>\$ 371,332</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Asst. City Mgr./Finance Dir.	1	1	1
Asst. Finance Director	1	1	1
Staff Accountant	0	0	1
Computer Technician	1	1	1
Accounts Payable Clerk	1	1	1
Personnel Clerk	1	1	1
Ambulance Clerk	1	1	1
Receptionist	1	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>8</b>



## Mission

---

To administer the financial affairs of the City.

## Description

---

- Assists City Manager in the oversight of City operations.
- Provides guidance, assistance and support to Department Heads in the performance of their missions.
- Responsible for the collection, investment, disbursement & documentation of all City funds.
- Prepares and publishes the City's annual budget document and annual comprehensive financial report (audit).
- Monitors and approves all City purchases and expenditures.
- Responsible for all banking and investment transactions.
- Prepares information and forecasts for the budget process; monitors budget appropriations.
- Prepares reports, analysis and information as needed by the City Manager, City Council and other departments.
- Provides oversight/management of City technology systems and risk management services.
- Provides oversight for Utility and EMS billing and collection, personnel, and Civil Service functions.

## Accomplishments

---

- Prepared FY 2008 budget document that received the City's sixteenth consecutive GFOA Distinguished Budget Presentation Award. (4A)
- Received the twenty-second consecutive GFOA Certificate of Achievement for Excellence in Financial Reporting for the City's FY 2007 Comprehensive Annual Financial Report.
- Drafted balanced budget for FY 2009. (4A)
- Managed FY 2008 budget to ensure compliance within budgetary limits. (3B, 4A)
- Implemented stormwater drainage fees into utility billing structure. (3B, 4A, 6A)
- Launched new City web-site. (2B, 4B, 5C)
- Relocated offices to remodeled building, providing enhanced customer access through entrance ramp, automated door openers, and addition of drive through window. (2B, 6A)

## Goals

---

- Receive GFOA awards for budget and CAFR documents. (4A)
- Review/update City purchasing policies and develop a City purchasing manual. (4A)
- Utilize technology (internet, e-mail, phone, and fax) to develop and implement customer friendly procedures. (4C)
- Develop technology plan, to include linkage to annual budget. (4B)

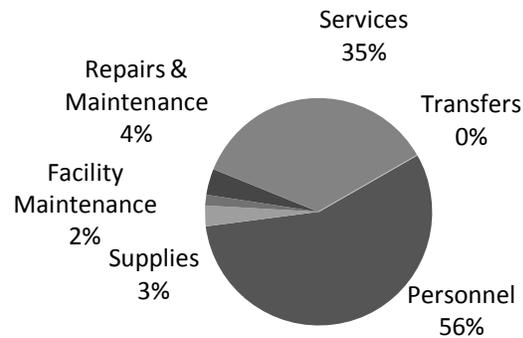
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 131,454	\$ 136,738	\$ 136,738	\$ 165,820
Supplies	\$ 10,649	\$ 7,140	\$ 8,978	\$ 8,820
Facility Maintenance	\$ -	\$ 6,000	\$ 4,000	\$ 4,500
Repairs & Maintenance	\$ 8,551	\$ 10,180	\$ 9,750	\$ 10,989
Services	\$ 75,029	\$ 92,070	\$ 89,134	\$ 104,683
Transfers	\$ 24,500	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 250,183</b>	<b>\$ 252,128</b>	<b>\$ 248,600</b>	<b>\$ 294,812</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Budget Prepared	√	√	√
Annual Audit Performed	√	√	√
GFOA Certificate - CAFR	√	√	√
GFOA Certificate - Budget	√	√	√
Purchase Orders Issued	684	775	878
A/P Checks Processed	3,716	3,635	3,726
EMS Runs Billed	1,833	1,870	1,908
IT Workorders Completed	78	147	154



Finance - Operations

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-031-101	Salaries-Administrative	\$ 38,301	\$ 38,567	\$ 38,567	\$ 40,378
01-4-031-102	Salaries-Professional	\$ 46,482	\$ 46,842	\$ 46,842	\$ 49,285
01-4-031-104	Salaries-Operations	\$ 18,380	\$ 20,347	\$ 20,347	\$ 20,876
01-4-031-113	Health Insurance Allowance	\$ 1,303	\$ 1,898	\$ 1,898	\$ -
01-4-031-114	Vehicle/Communications Allowance	\$ 4,620	\$ 4,620	\$ 4,620	\$ 4,620
01-4-031-121	TMRS	\$ 8,389	\$ 8,690	\$ 8,690	\$ 9,236
01-4-031-122	FICA	\$ 8,013	\$ 8,589	\$ 8,589	\$ 8,810
01-4-031-123	Employee Insurance	\$ 5,551	\$ 6,688	\$ 6,688	\$ 9,539
01-4-031-124	Workers' Comp. Insurance	\$ 378	\$ 398	\$ 398	\$ 319
01-4-031-125	Unemployment Compensation	\$ 37	\$ 99	\$ 99	\$ 217
01-4-031-150	New Personnel Requests	\$ -	\$ -	\$ -	\$ 22,540
	<b>Total Personnel</b>	<b>\$ 131,454</b>	<b>\$ 136,738</b>	<b>\$ 136,738</b>	<b>\$ 165,820</b>
01-4-031-201	Office Supplies	\$ 2,931	\$ 3,350	\$ 3,350	\$ 4,420
01-4-031-202	Postage	\$ 2,152	\$ 2,400	\$ 2,400	\$ 2,400
01-4-031-227	Janitorial Supplies	\$ -	\$ 1,200	\$ 1,000	\$ 1,000
01-4-031-229	Tools & Other Supplies	\$ 392	\$ 190	\$ 2,000	\$ 1,000
01-4-031-250	Small Equipment	\$ 5,174	\$ -	\$ 228	\$ -
	<b>Total Supplies</b>	<b>\$ 10,649</b>	<b>\$ 7,140</b>	<b>\$ 8,978</b>	<b>\$ 8,820</b>
01-4-031-301	Building Maintenance	\$ -	\$ 5,000	\$ 3,000	\$ 3,000
01-4-031-302	Heat & A/C Maintenance	\$ -	\$ 1,000	\$ 1,000	\$ 1,500
	<b>Total Facility Maintenance</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 4,000</b>	<b>\$ 4,500</b>
01-4-031-404	Office Equipment Maintenance	\$ -	\$ 500	\$ 250	\$ 500
01-4-031-406	Computer System Maintenance	\$ 8,551	\$ 9,680	\$ 9,500	\$ 10,489
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 8,551</b>	<b>\$ 10,180</b>	<b>\$ 9,750</b>	<b>\$ 10,989</b>
01-4-031-501	Advertising & Public Notices	\$ 214	\$ -	\$ 409	\$ -
01-4-031-510	Dues & Publications	\$ 1,986	\$ 2,005	\$ 1,600	\$ 1,703
01-4-031-512	Registration & Tuition	\$ 1,664	\$ 2,853	\$ 2,000	\$ 3,075
01-4-031-513	Travel & Meals	\$ 2,653	\$ 4,050	\$ 3,000	\$ 4,250
01-4-031-521	Equipment Lease	\$ -	\$ 5,000	\$ 5,000	\$ 4,980
01-4-031-550	Insurance-General Liability	\$ 62	\$ 105	\$ 100	\$ 105
01-4-031-552	Insurance-Employee Bond	\$ 850	\$ 925	\$ 900	\$ 925
01-4-031-556	Insurance-Real Property	\$ -	\$ 1,500	\$ -	\$ 1,500
01-4-031-567	Collection Fees	\$ 44	\$ 200	\$ 100	\$ 200
01-4-031-570	Special Services	\$ 5,500	\$ 6,300	\$ 3,675	\$ 6,300
01-4-031-571	Audit Fees	\$ 14,044	\$ 16,560	\$ 14,100	\$ 17,582
01-4-031-572	Tax Appraisal & Collection Fee	\$ 45,367	\$ 47,000	\$ 48,800	\$ 53,563
01-4-031-574	Budget Preparation	\$ 978	\$ 1,500	\$ 1,500	\$ 1,500
01-4-031-581	Communication Services	\$ 1,667	\$ 2,000	\$ 2,400	\$ 2,400
01-4-031-582	Gas Service	\$ -	\$ 811	\$ 550	\$ 600
01-4-031-583	Electric Service	\$ -	\$ 1,261	\$ 5,000	\$ 6,000
	<b>Total Services</b>	<b>\$ 75,029</b>	<b>\$ 92,070</b>	<b>\$ 89,134</b>	<b>\$ 104,683</b>
01-4-031-903	Transfer to GF Capital Projects	\$ 15,000	\$ -	\$ -	\$ -
01-4-031-750	Transfer to Capital Equipment Fund	\$ 9,500	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 24,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Finance - Operations</b>	<b>\$ 250,183</b>	<b>\$ 252,128</b>	<b>\$ 248,600</b>	<b>\$ 294,812</b>

**Finance - Operations**

Account Number	Description	Amount
01-4-031-201	<b>Office Supplies</b>	
	- Department share of copy paper	\$ 400
	- Envelopes - window, plain, & security	\$ 200
	- Letterhead stationery	\$ 100
	- A/P checks - 4,000	\$ 440
	- Computer paper	\$ 200
	- Inkjet printer cartridges	\$ 1,200
	- Laser printer cartridge	\$ 130
	- Color laser cartridges	\$ 900
	- Printout binders	\$ 100
- Other office supplies	\$ 750	
		<b>\$ 4,420</b>
229	<b>Tools &amp; Other Supplies</b>	
	- 1099 forms & envelopes	\$ 40
	- Flags	\$ 60
	- Kitchen supplies	\$ 200
	- Floor mats	\$ 200
- Miscellaneous other supply items	\$ 500	
		<b>\$ 1,000</b>
406	<b>Computer System Maintenance</b>	
	- Invision AP application maintenance - 1/2	\$ 1,041
	- Invision CL application maintenance - 1/2	\$ 862
	- Invision FA application maintenance - 1/2	\$ 543
	- Invision GL application maintenance - 1/2	\$ 1,719
	- Invision PO application maintenance - 1/2	\$ 1,222
	- Invision AR application maintenance - 1/2	\$ 812
	- Computer system support - 1/3	\$ 2,580
	- Antivirus upgrade	\$ 110
	- Backup tapes	\$ 200
	- Keyboards, drives, & cables	\$ 900
- Other	\$ 500	
		<b>\$ 10,489</b>
510	<b>Dues &amp; Publications</b>	
	- GFOA membership	\$ 185
	- GFOAT - 2 memberships	\$ 180
	- State licenses	\$ 110
	- Sam's Club membership - primary and one regular	\$ 85
	- Training manuals & GFOA publications	\$ 300
	- Texas Building & Procurement Commission COOP program	\$ 100
	- Buy Board membership	\$ 200
	- Texas Municipal League	\$ 10
	- Newspaper subscriptions	\$ 113
- Local community organization	\$ 420	
		<b>\$ 1,703</b>
512	<b>Registration &amp; Tuition</b>	
	- GFOAT spring conference - 2 staff	\$ 500
	- GFOAT fall conference - 2 staff	\$ 500
	- Governmental accounting, auditing, & reporting update	\$ 670
	- TML annual conference	\$ 285
	- Investment training	\$ 175
	- TMRS fall conference	\$ 150
	- Incode Education Forum	\$ 500
- Other staff training	\$ 295	
		<b>\$ 3,075</b>

**Finance - Operations Continued**

Account Number	Description	Amount
01-4-031-513	<b>Travel &amp; Meals</b>	
	- GFOAT spring conference	\$ 1,200
	- GFOAT fall conference	\$ 1,200
	- TML annual conference	\$ 600
	- TMRS fall conference	\$ 150
	- Incode Education Forum	\$ 600
	- Miscellaneous seminar and training travel	\$ 500
		<b>\$ 4,250</b>
521	<b>Equipment Lease</b>	
	- Copier annual lease	\$ 4,824
	- Color laser printer annual lease	\$ 156
		<b>\$ 4,980</b>
571	<b>Audit Fees</b>	
	- Annual audit fees	\$ 13,582
	- Single audit	\$ 3,000
	- Printing of audit document and GFOA submission	\$ 1,000
		<b>\$ 17,582</b>
572	<b>Tax Appraisal &amp; Collection Fee</b>	
	- Fees to Tax Appraisal District for appraisal, assessment and collection of ad valorem tax	
		<b>\$ 53,563</b>
574	<b>Budget Preparation</b>	
	- Budget workshops	\$ 500
	- Budget preparation materials and printing of final document	\$ 1,000
		<b>\$ 1,500</b>



## Mission

---

- Administer payroll and human resource matters for all City employees.

## Description

---

- Prepares the City employee payroll.
- Administers employee benefit programs.
- Prepares reports, analysis and information as needed by Council, management, and departments.
- Serves as Civil Service Director.
- Oversees the City's employee selection process.

## Accomplishments

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- Conducted civil service exams for Fire and Police departments. (9A)
- Updated personnel policy manual. (3C)
- Implemented Hiring Incentive Pay and Lateral Pay Policies for public safety departments. (3C, 9A)
- Reviewed/revised employee job descriptions. (3C)
- Implemented revisions to employee health insurance programs. (3C)

## Goals

---

- Conduct in-house update of Manpower Plan and update of pay scales. (3C)
- Continue to review/revise employee job descriptions. (3C)
- Conduct civil service promotional exams. (9A)
- Develop exit interview forms and process for departing employees. (3C)
- Conduct review of all personnel files.

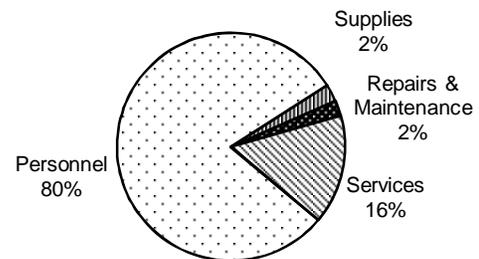
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 51,972	\$ 50,683	\$ 50,683	\$ 61,076
Supplies	\$ 2,262	\$ 1,960	\$ 1,935	\$ 1,885
Repairs & Maintenance	\$ 1,480	\$ 1,523	\$ 1,585	\$ 1,684
Services	\$ 10,495	\$ 9,585	\$ 5,250	\$ 11,875
<b>Total</b>	<b>\$ 66,209</b>	<b>\$ 63,751</b>	<b>\$ 59,453</b>	<b>\$ 76,520</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Payrolls Processed	26	26	26
Payroll Checks Processed	1,002	939	880
Payroll ACH Employees	102	107	112
Employees Hired	30	29	30
C/S Tests Administered	5	4	3
C/S Promo. Exams Admin.	0	1	1



Finance - Personnel

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-032-101	Salaries-Administrative	\$ 13,695	\$ 13,695	\$ 13,695	\$ 14,432
01-4-032-102	Salaries-Professional	\$ 5,893	\$ 5,893	\$ 5,893	\$ 6,200
01-4-032-104	Salaries-Operations	\$ 22,764	\$ 20,827	\$ 20,827	\$ 28,000
01-4-032-113	Health Insurance Allowance	\$ 865	\$ 181	\$ 181	\$ -
01-4-032-121	TMRS	\$ 3,350	\$ 3,142	\$ 3,142	\$ 3,900
01-4-032-122	FICA	\$ 3,241	\$ 3,106	\$ 3,106	\$ 3,720
01-4-032-123	Employee Insurance	\$ 1,895	\$ 3,648	\$ 3,648	\$ 4,585
01-4-032-124	Workers' Comp. Insurance	\$ 158	\$ 144	\$ 144	\$ 135
01-4-032-125	Unemployment Compensation	\$ 111	\$ 47	\$ 47	\$ 104
	<b>Total Personnel</b>	<b>\$ 51,972</b>	<b>\$ 50,683</b>	<b>\$ 50,683</b>	<b>\$ 61,076</b>
01-4-032-201	Office Supplies	\$ 611	\$ 935	\$ 935	\$ 935
01-4-032-202	Postage	\$ 138	\$ 125	\$ 100	\$ 125
01-4-032-229	Tools & Other Supplies	\$ 742	\$ 900	\$ 900	\$ 825
01-4-032-250	Small Equipment	\$ 771	\$ -	\$ -	\$ -
	<b>Total Supplies</b>	<b>\$ 2,262</b>	<b>\$ 1,960</b>	<b>\$ 1,935</b>	<b>\$ 1,885</b>
01-4-032-406	Computer System Maintenance	\$ 1,480	\$ 1,523	\$ 1,585	\$ 1,684
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 1,480</b>	<b>\$ 1,523</b>	<b>\$ 1,585</b>	<b>\$ 1,684</b>
01-4-032-510	Dues & Publications	\$ 385	\$ 235	\$ 275	\$ 350
01-4-032-512	Registration & Tuition	\$ 3,191	\$ 1,000	\$ 625	\$ 1,150
01-4-032-513	Travel & Meals	\$ 300	\$ 1,550	\$ 1,000	\$ 2,125
01-4-032-570	Special Services	\$ -	\$ -	\$ -	\$ 1,200
01-4-032-571	Employee Ads & Testing	\$ 6,366	\$ 6,500	\$ 3,000	\$ 6,700
01-4-032-581	Communication Services	\$ 253	\$ 300	\$ 350	\$ 350
	<b>Total Services</b>	<b>\$ 10,495</b>	<b>\$ 9,585</b>	<b>\$ 5,250</b>	<b>\$ 11,875</b>
	<b>Total Finance - Personnel</b>	<b>\$ 66,209</b>	<b>\$ 63,751</b>	<b>\$ 59,453</b>	<b>\$ 76,520</b>
	<b>Total Finance</b>	<b>\$ 316,392</b>	<b>\$ 315,879</b>	<b>\$ 308,053</b>	<b>\$ 371,332</b>

**Finance - Personnel**

Account Number	Description	Amount
01-4-032-201	<b>Office Supplies</b>	
	- Department share of copy paper	\$ 100
	- Envelopes - window, plain, & security	\$ 200
	- Payroll checks - 1,500	\$ 245
	- Laser printer cartridges	\$ 130
	- Letterhead stationary	\$ 30
	- Other office supplies	\$ 230
		<b>\$ 935</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Leave request forms - 3,000	\$ 480
	- W-2 forms & envelopes	\$ 95
	- Personnel posters	\$ 150
	- Other	\$ 100
		<b>\$ 825</b>
406	<b>Computer System Maintenance</b>	
	- Incode PR application maintenance - 1/2	\$ 1,584
	- Other	\$ 100
		<b>\$ 1,684</b>
510	<b>Dues &amp; Publications</b>	
	- TMPA	\$ 75
	- Texas Social Security program administrative fee	\$ 35
	- Online salary survey	\$ 240
		<b>\$ 350</b>
512	<b>Registration &amp; Tuition</b>	
	- TMRS fall conference - Austin	\$ 150
	- TMPA conference	\$ 175
	- Nuts & Bolts of Human Resources	\$ 175
	- TML Civil Service seminar	\$ 150
	- Incode Education Forum	\$ 500
		<b>\$ 1,150</b>
513	<b>Travel &amp; Meals</b>	
	- TMRS fall conference - Austin	\$ 300
	- TMPA conference	\$ 350
	- Nuts & Bolts of Human Resources	\$ 300
	- TML Civil Service seminar	\$ 575
	- Incode Education Forum	\$ 600
		<b>\$ 2,125</b>
570	<b>Special Services</b>	
	- Web job posting module	
		<b>\$ 1,200</b>
571	<b>Employee Ads &amp; Testing</b>	
	- Employment ads	\$ 4,500
	- Pre-employment physicals & drug screens	\$ 2,200
		<b>\$ 6,700</b>

## Mission

---

- To advise the City Council in all legal matters and to ensure compliance with all City codes and ordinances.
- To process violations of City ordinances resulting from citizen complaints, traffic citations, and misdemeanor arrests.

## Description

---

### City Attorney:

- Serves as the legal adviser and attorney for the City.
- Serves as legal counsel during meetings of the City Council and as advisor to other City boards and commissions.
- Responsible for preparation of legal documents for the City and for rendering legal opinions to the City Council and staff as required.

### City Judge:

- Presides over the City's municipal court proceedings.
- Responsible for the final disposition of all charges and tickets filed under City ordinances and laws.

### Court Clerks:

- Process fines and complaints for court proceeding, payment and other disposition.
- Maintains the court records on the computer database.
- Provides clerical services to the City Judge.

## Accomplishments

---

- Continued refining filing system and continued to develop/modify court forms to improve paperwork flow, access, and customer service. (4C)
- Participated in additional court software training which resulted in enhanced use of the system for processing payments/data and edit/creation of forms and court documents. (4B)
- Obtained updated voter registration information from State Voter Registration Office for development of jury pools. (9C)
- Renovated courtroom to improve functionality and appearance. (2B, 6C)

## Goals

---

- Participate in warrant roundup with area law enforcement agencies. (1G, 4A)
- Develop process in conjunction with the Police Department to routinely serve warrants to decrease volume of outstanding warrants.
- Improve collection of outstanding parking tickets. (4A)
- Certify court clerks through the Texas Court Clerks Association Clerks' Certification Program. (3C)

(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 120,234	\$ 129,284	\$ 129,284	\$ 140,004
Supplies	\$ 3,196	\$ 5,024	\$ 3,473	\$ 5,675
Facility Maintenance	\$ 400	\$ 300	\$ 150	\$ 4,300
Services	\$ 8,400	\$ 8,634	\$ 7,733	\$ 8,359
<b>Total</b>	<b>\$ 132,230</b>	<b>\$ 143,242</b>	<b>\$ 140,640</b>	<b>\$ 158,338</b>

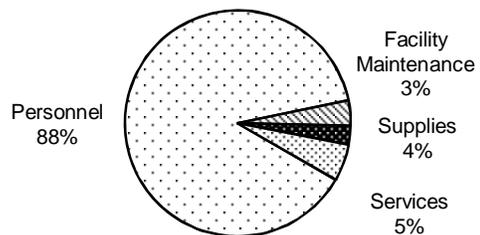
**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Court sessions	49	42	48
Warrants Issued	2,027	2,446	2,000
Warrants Outstanding	1,167	1,947	1,975
Cases Filed:			
State Law	1,033	1,172	1,250
Traffic	3,275	4,910	5,000
Parking	1,029	165	100
City Ordinance	<u>99</u>	<u>110</u>	<u>115</u>
<b>Total Cases Filed</b>	<b>5,436</b>	<b>6,357</b>	<b>6,465</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
City Attorney - 1*	Part Time	Part Time	Part Time
City Judge - 1*	Part Time	Part Time	Part Time
Court Administrator	1	1	1
Court Clerk	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

\* Appointed, part-time positions.



Legal

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-040-101	Salaries-Administrative	\$ 50,400	\$ 54,000	\$ 54,000	\$ 60,000
01-4-040-102	Salaries-Professional	\$ 5,689	\$ 5,689	\$ 5,689	\$ 5,996
01-4-040-104	Salaries-Operations	\$ 45,063	\$ 49,157	\$ 49,157	\$ 54,877
01-4-040-113	Health Insurance Allowance	\$ 145	\$ -	\$ -	\$ -
01-4-040-121	TMRS	\$ 3,938	\$ 4,245	\$ 4,245	\$ 4,882
01-4-040-122	FICA	\$ 3,885	\$ 4,196	\$ 4,196	\$ 4,657
01-4-040-123	Employee Insurance	\$ 10,676	\$ 11,532	\$ 11,532	\$ 9,069
01-4-040-124	Workers' Comp. Insurance	\$ 340	\$ 370	\$ 370	\$ 315
01-4-040-125	Unemployment Compensation	\$ 98	\$ 95	\$ 95	\$ 208
	<b>Total Personnel</b>	<b>\$ 120,234</b>	<b>\$ 129,284</b>	<b>\$ 129,284</b>	<b>\$ 140,004</b>
01-4-040-201	Office Supplies	\$ 1,279	\$ 1,500	\$ 623	\$ 1,500
01-4-040-202	Postage	\$ 1,225	\$ 1,500	\$ 1,300	\$ 1,300
01-4-040-229	Tools & Other Supplies	\$ 692	\$ 2,024	\$ 1,550	\$ 1,775
01-4-040-250	Small Equipment	\$ -	\$ -	\$ -	\$ 1,100
	<b>Total Supplies</b>	<b>\$ 3,196</b>	<b>\$ 5,024</b>	<b>\$ 3,473</b>	<b>\$ 5,675</b>
01-4-040-301	Building Maintenance	\$ 400	\$ 300	\$ 150	\$ 4,300
	<b>Total Facility Maintenance</b>	<b>\$ 400</b>	<b>\$ 300</b>	<b>\$ 150</b>	<b>\$ 4,300</b>
01-4-040-510	Dues & Publications	\$ 220	\$ 225	\$ 181	\$ 225
01-4-040-512	Registration & Tuition	\$ 1,022	\$ 635	\$ 252	\$ 660
01-4-040-513	Travel & Meals	\$ 2,102	\$ 1,600	\$ 1,400	\$ 1,350
01-4-040-550	Insurance-General Liability	\$ 310	\$ 525	\$ 500	\$ 525
01-4-040-552	Insurance-Employee Bond	\$ 87	\$ 105	\$ 100	\$ 105
01-4-040-567	Collection Fees	\$ 3,781	\$ 4,000	\$ 4,100	\$ 4,000
01-4-040-570	Special Services	\$ 108	\$ 544	\$ 250	\$ 544
01-4-040-581	Communication Services	\$ 770	\$ 1,000	\$ 950	\$ 950
	<b>Total Services</b>	<b>\$ 8,400</b>	<b>\$ 8,634</b>	<b>\$ 7,733</b>	<b>\$ 8,359</b>
	<b>Total Legal</b>	<b>\$ 132,230</b>	<b>\$ 143,242</b>	<b>\$ 140,640</b>	<b>\$ 158,338</b>

**Legal**

Account Number	Description	Amount
01-4-040-201	<b>Office Supplies</b>	
	- Docket jackets - 5,000	\$ 820
	- Envelopes - plain and window	\$ 200
	- Fax cartridges	\$ 75
	- Other office supplies	\$ 405
		<b>\$ 1,500</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Traffic citations - 5,000	\$ 1,190
	- Warning tickets - 2,500	\$ 385
	- Miscellaneous forms	\$ 200
		<b>\$ 1,775</b>
250	<b>Small Equipment</b>	
	- Two (2) task chairs	\$ 800
	- Shredder	\$ 300
		<b>\$ 1,100</b>
301	<b>Building Maintenance</b>	
	- Courtroom renovations	\$ 4,000
	- Carpet cleaning	\$ 150
	- Other	\$ 150
		<b>\$ 4,300</b>
510	<b>Dues &amp; Publications</b>	
	- Texas Court Clerk Association dues - 3 staff	\$ 105
	- Texas Traffic/Criminal law updates	\$ 84
	- Texas Municipal Justice Court newsletter	\$ 36
		<b>\$ 225</b>
512	<b>Registration &amp; Tuition</b>	
	- Texas Court Clerk Association training - 2 staff	\$ 100
	- Incode Education Forum	\$ 485
	- TMCEC exam fee & study guide	\$ 75
		<b>\$ 660</b>
513	<b>Travel &amp; Meals</b>	
	- Travel costs for Clerk's school - 2 staff	\$ 300
	- Travel costs for Incode Education Forum	\$ 500
	- Travel costs for Judge's school	\$ 250
	- Miscellaneous seminar and training travel	\$ 300
		<b>\$ 1,350</b>
570	<b>Special Services</b>	
	- Interpreter services	\$ 400
	- Juror fees	\$ 144
		<b>\$ 544</b>



**Description**

The Police department is comprised of four divisions:

1. Administration
2. Operations
3. Criminal Investigation
4. Animal Control

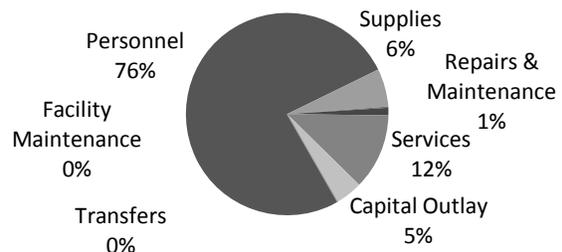
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 1,798,830	\$ 1,962,233	\$ 1,936,811	\$ 2,000,082
Supplies	\$ 105,876	\$ 112,730	\$ 120,045	\$ 158,242
Facility Maintenance	\$ 12,562	\$ 7,875	\$ 5,700	\$ 6,000
Repairs & Maintenance	\$ 37,687	\$ 33,444	\$ 28,930	\$ 31,550
Services	\$ 260,630	\$ 283,595	\$ 272,373	\$ 318,382
Capital Outlay	\$ 77,421	\$ 132,504	\$ 132,080	\$ 113,276
Transfers	\$ 121,500	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 2,414,506</b>	<b>\$ 2,532,381</b>	<b>\$ 2,495,939</b>	<b>\$ 2,627,532</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Chief of Police	1	1	1
Commander	2	2	2
Sergeant	3	3	3
Senior Officer	3	3	3
Investigator	4	4	4
Patrol Officer	15	15	15
PSO Supervisor	1	1	1
Dispatcher/PSO	4	5	5
Parking Officer	1	0	0
Animal Control Officer	1	1	1
Secretary	2	2	2
Reserve Officers - 6	Volunteers	Volunteers	Volunteers
<b>Total</b>	<b>37</b>	<b>37</b>	<b>37</b>



## Mission

---

To preserve order and protect life and property through the enforcement of laws and municipal ordinances.

## Description

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- Coordinates law enforcement activities with other law enforcement agencies.
- Develops and implements departmental training programs.
- Initiates and supervises internal investigations when needed.
- Supervises all aspects of the Belton Police Reserve Force.
- Oversees all major criminal investigations undertaken by the Police department.
- Serves as liaison to Bell County Communications 911 Center.

## Accomplishments

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- Completed annual racial profiling report with no issues.
- Increased crime prevention programs within the community. (4C, 9B)
- Obtained a grant from the U.S. Department of Justice to purchase bulletproof vests. (1E, 9A)
- Obtained a \$9,600 grant from the Texas Department of Transportation for DWI enforcement during major holidays. (1E)
- Increased community partnerships. (1G)
- Participated fully in BCCC programs. (9E)

## Goals

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- Increase community partnerships. (1G)
- Identify grant opportunities for police operations. (1E, 9A)
- Obtain a grant from the U.S. Department of Justice to purchase bulletproof vests. (1E, 9A)
- Continue to participate fully in BCCC programs. (9E)
- Participate in development and implementation of Police Department long term strategic plan. (9F)
- Research update of existing technology system. (9C)

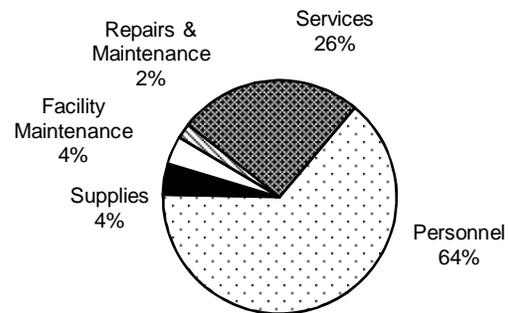
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 91,920	\$ 93,364	\$ 93,364	\$ 98,097
Supplies	\$ 22,365	\$ 5,350	\$ 5,700	\$ 6,550
Facility Maintenance	\$ 12,562	\$ 7,875	\$ 5,700	\$ 6,000
Repairs & Maintenance	\$ 3,489	\$ 3,398	\$ 2,930	\$ 3,250
Services	\$ 29,033	\$ 38,847	\$ 31,397	\$ 38,890
<b>Total</b>	<b>\$ 159,369</b>	<b>\$ 148,834</b>	<b>\$ 139,091</b>	<b>\$ 152,787</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
In Service Training Hours	1,500	2,692	3,884
Preparation for Instruction	260	312	364
Student Participation	940	2,692	3,884
Community Service	4,000	3,100	3,550



**Police - Administration**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-051-101	Salaries-Administrative	\$ 47,556	\$ 47,690	\$ 47,690	\$ 49,657
01-4-051-104	Salaries-Operations	\$ 25,441	\$ 26,185	\$ 26,185	\$ 27,597
01-4-051-112	Longevity	\$ 292	\$ 288	\$ 288	\$ 288
01-4-051-121	TMRS	\$ 5,681	\$ 5,740	\$ 5,740	\$ 6,219
01-4-051-122	FICA	\$ 5,523	\$ 5,673	\$ 5,673	\$ 5,932
01-4-051-123	Employee Insurance	\$ 5,808	\$ 6,110	\$ 6,110	\$ 6,987
01-4-051-124	Workers' Comp. Insurance	\$ 1,603	\$ 1,606	\$ 1,606	\$ 1,259
01-4-051-125	Unemployment Compensation	\$ 16	\$ 72	\$ 72	\$ 158
	<b>Total Personnel</b>	<b>\$ 91,920</b>	<b>\$ 93,364</b>	<b>\$ 93,364</b>	<b>\$ 98,097</b>
01-4-051-201	Office Supplies	\$ 932	\$ 850	\$ 800	\$ 850
01-4-051-202	Postage	\$ 765	\$ 800	\$ 900	\$ 900
01-4-051-222	Fuel	\$ 1,707	\$ 2,000	\$ 2,400	\$ 2,800
01-4-051-227	Janitorial Supplies	\$ 1,130	\$ 1,100	\$ 1,000	\$ 1,200
01-4-051-229	Tools & Other Supplies	\$ 798	\$ 600	\$ 600	\$ 800
01-4-051-250	Small Equipment	\$ 17,033	\$ -	\$ -	\$ -
	<b>Total Supplies</b>	<b>\$ 22,365</b>	<b>\$ 5,350</b>	<b>\$ 5,700</b>	<b>\$ 6,550</b>
01-4-051-301	Building Maintenance	\$ 5,458	\$ 4,500	\$ 4,200	\$ 4,500
01-4-051-302	Heat & A/C Maintenance	\$ 7,104	\$ 3,375	\$ 1,500	\$ 1,500
	<b>Total Facility Maintenance</b>	<b>\$ 12,562</b>	<b>\$ 7,875</b>	<b>\$ 5,700</b>	<b>\$ 6,000</b>
01-4-051-402	Equipment Maintenance	\$ 14	\$ -	\$ -	\$ -
01-4-051-403	Vehicle Maintenance	\$ 742	\$ 818	\$ 450	\$ 650
01-4-051-404	Office Equipment Maintenance	\$ 102	\$ -	\$ -	\$ -
01-4-051-406	Computer System Maintenance	\$ 2,631	\$ 2,580	\$ 2,480	\$ 2,600
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 3,489</b>	<b>\$ 3,398</b>	<b>\$ 2,930</b>	<b>\$ 3,250</b>
01-4-051-501	Advertising & Public Notices	\$ 51	\$ 100	\$ 75	\$ 100
01-4-051-510	Dues & Publications	\$ 238	\$ 940	\$ 940	\$ 840
01-4-051-512	Registration & Tuition	\$ 360	\$ 282	\$ 500	\$ 600
01-4-051-513	Travel & Meals	\$ 327	\$ 750	\$ 700	\$ 600
01-4-051-521	Equipment Lease	\$ 2,996	\$ 3,200	\$ 3,200	\$ 4,050
01-4-051-553	Insurance-Law Enforcement Liab.	\$ 674	\$ 1,200	\$ 1,105	\$ 1,200
01-4-051-554	Insurance-Automobile	\$ 355	\$ 500	\$ 404	\$ 500
01-4-051-556	Insurance-Real Property	\$ 1,524	\$ 1,900	\$ 1,483	\$ 1,900
01-4-051-570	Special Services	\$ 2,545	\$ 6,500	\$ 3,000	\$ 6,500
01-4-051-581	Communication Services	\$ 1,105	\$ 1,200	\$ 1,300	\$ 1,300
01-4-051-582	Gas Service	\$ 255	\$ 275	\$ 290	\$ 300
01-4-051-583	Electric Service	\$ 18,603	\$ 22,000	\$ 18,400	\$ 21,000
	<b>Total Services</b>	<b>\$ 29,033</b>	<b>\$ 38,847</b>	<b>\$ 31,397</b>	<b>\$ 38,890</b>
	<b>Total Police - Administration</b>	<b>\$ 159,369</b>	<b>\$ 148,834</b>	<b>\$ 139,091</b>	<b>\$ 152,787</b>

**Police - Administration**

Account Number	Description	Amount
01-4-051-201	<b>Office Supplies</b> - Copier supplies \$ 250 - Fax printer cartridges \$ 150 - Laser and Inkjet printer cartridges \$ 200 - Other office supplies \$ 250	\$ 850
229	<b>Tools &amp; Other Supplies</b> - Awards & recognition \$ 350 - U.S. and Texas flags \$ 100 - Garbage disposal \$ 200 - Ice & other supplies \$ 150	\$ 800
301	<b>Building Maintenance</b> - Floor service \$ 1,020 - Fire extinguisher \$ 165 - Pest control \$ 220 - Repair and maintenance of police and courts building \$ 3,095	\$ 4,500
302	<b>Heat &amp; A/C Maintenance</b> - Monthly service and minor repairs	\$ 1,500
406	<b>Computer System Maintenance</b> - Computer system support - 1/3	\$ 2,600
510	<b>Dues &amp; Publications</b> - Texas Police Chiefs Association \$ 200 - TCLEDDS license \$ 600 - Sam's Club membership \$ 20 - Belton Journal subscription \$ 20	\$ 840
512	<b>Registration &amp; Tuition</b> - Police Chief conference \$ 500 - Police Chief's Secretary seminar \$ 100	\$ 600
513	<b>Travel &amp; Meals</b> - Police Chief conference \$ 500 - Police Chief's Secretary seminar \$ 100	\$ 600
521	<b>Equipment Lease</b> - Copier annual lease	\$ 4,050
570	<b>Special Services</b> - Incarceration of prisoners at County jail \$ 5,000 - Chaplaincy program \$ 1,000 - Shooting range lease \$ 500	\$ 6,500
581	<b>Communication Services</b> - Telephone & long distance \$ 900 - Cellular phone service \$ 400	\$ 1,300

## Mission

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To provide patrol, dispatch and crime prevention services to the Community.

## Description

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- Receives and responds to calls from the public requesting police emergency services.
- Receives and dispatches all 411 calls.
- Conducts preliminary and follow-up investigations of criminal incidents.
- Responds to traffic-related incidents and accidents.
- Issues citations for traffic and parking violations and serves warrants and summonses.
- Files complaints and performs duties related to processing of misdemeanor and felony complaints.
- Maintains crime scenes in an effort to collect and preserve evidence.
- Works in conjunction with the Bell County Drug Task Force in an effort to prevent and intervene in illegal drug activities.
- Provides student education program in coordination with BISD needs.
- Issues citations for traffic and parking violations.
- Conducts random patrols to establish police presence and deter crime.

## Accomplishments

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- Organized Belton's sixth annual National Night Out. (2A, 9B)
- Promoted crime prevention in the City through community policing techniques. (9A)
- Supported the Special Olympics Program. (9B)
- Increased patrol presence in neighborhoods. (1H, 9B)
- Enhanced cooperation and coordination with school district. (1G)
- Established a neighborhood watch program in the City's southern area. (9B)
- Processed over 800 "Identa-Kid" kits. (9B)

## Goals

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- Increase training for all employees. (9A)
- Research and develop strategies for officer recruitment and retention. (3C, 9A)
- Fully utilize BCCC records management system. (4B, 9C)
- Increase the serving of warrants.
- Research and implement ways to increase officer safety. (3C, 9C)

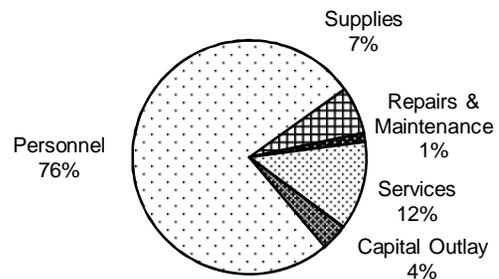
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 1,337,038	\$ 1,485,564	\$ 1,485,564	\$ 1,512,995
Supplies	\$ 67,004	\$ 90,480	\$ 97,800	\$ 129,980
Repairs & Maintenance	\$ 30,324	\$ 24,800	\$ 22,300	\$ 24,900
Services	\$ 199,951	\$ 209,720	\$ 206,727	\$ 244,147
Capital Outlay	\$ 77,421	\$ 100,700	\$ 100,700	\$ 73,276
Transfers	\$ 121,500	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 1,833,238</b>	<b>\$ 1,911,264</b>	<b>\$ 1,913,091</b>	<b>\$ 1,985,298</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Calls for Service	33,994	32,111	33,053
Escorts	475	222	347
Citations Issued	4,307	3,954	4,129
Arrests	1,450	1,368	1,409
Alarms Responded To	898	924	950
Disturbance Calls	640	1,187	1,734
Accidents	543	1,142	1,741
Assist Ambulance	354	481	608
House Watches	172	110	141
Offense Reports	2,775	2,179	2,479



Police - Operations

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-052-101	Salaries-Administrative	\$ 18,768	\$ 18,768	\$ 18,768	\$ 19,545
01-4-052-103	Salaries-Supervisory	\$ 185,695	\$ 245,888	\$ 245,888	\$ 376,562
01-4-052-104	Salaries-Operations	\$ 765,974	\$ 809,214	\$ 809,214	\$ 714,515
01-4-052-107	Salaries-Overtime	\$ 69,876	\$ 53,125	\$ 53,125	\$ 54,554
01-4-052-112	Longevity	\$ 5,347	\$ 5,928	\$ 5,928	\$ 5,928
01-4-052-113	Health Insurance Allowance	\$ 581	\$ -	\$ -	\$ -
01-4-052-114	Vehicle/Communications Allowance	\$ 420	\$ 420	\$ 420	\$ 420
01-4-052-121	TMRS	\$ 81,120	\$ 88,294	\$ 88,294	\$ 93,956
01-4-052-122	FICA	\$ 77,914	\$ 87,267	\$ 87,267	\$ 89,622
01-4-052-123	Employee Insurance	\$ 94,290	\$ 105,660	\$ 105,660	\$ 125,144
01-4-052-124	Workers' Comp. Insurance	\$ 36,247	\$ 39,794	\$ 39,794	\$ 29,903
01-4-052-125	Unemployment Compensation	\$ 806	\$ 1,249	\$ 1,249	\$ 2,846
01-4-052-150	New Personnel Requests	\$ -	\$ 29,957	\$ 29,957	\$ -
	<b>Total Personnel</b>	<b>\$ 1,337,038</b>	<b>\$ 1,485,564</b>	<b>\$ 1,485,564</b>	<b>\$ 1,512,995</b>
01-4-052-201	Office Supplies	\$ 2,440	\$ 2,200	\$ 2,100	\$ 2,200
01-4-052-205	Educational Supplies	\$ 1,500	\$ 1,300	\$ 1,500	\$ 1,500
01-4-052-220	Clothing Supplies	\$ 8,901	\$ 9,350	\$ 9,000	\$ 11,450
01-4-052-222	Fuel	\$ 47,821	\$ 55,000	\$ 65,000	\$ 86,100
01-4-052-229	Tools & Other Supplies	\$ 5,190	\$ 8,880	\$ 8,200	\$ 8,730
01-4-052-250	Small Equipment	\$ 1,152	\$ 13,750	\$ 12,000	\$ 20,000
	<b>Total Supplies</b>	<b>\$ 67,004</b>	<b>\$ 90,480</b>	<b>\$ 97,800</b>	<b>\$ 129,980</b>
01-4-052-402	Equipment & Machinery Maint.	\$ 101	\$ 200	\$ 100	\$ 200
01-4-052-403	Vehicle Maintenance	\$ 26,953	\$ 20,000	\$ 18,000	\$ 20,000
01-4-052-404	Office Equipment Maintenance	\$ 200	\$ 200	\$ 200	\$ 200
01-4-052-406	Computer System Maintenance	\$ 302	\$ 1,000	\$ 1,000	\$ 1,000
01-4-052-407	Radio Maintenance	\$ 2,768	\$ 3,400	\$ 3,000	\$ 3,500
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 30,324</b>	<b>\$ 24,800</b>	<b>\$ 22,300</b>	<b>\$ 24,900</b>
01-4-052-510	Dues & Publications	\$ 348	\$ 435	\$ 400	\$ 1,235
01-4-052-512	Registration & Tuition	\$ 2,455	\$ 2,645	\$ 2,800	\$ 8,750
01-4-052-513	Travel & Meals	\$ 2,069	\$ 2,555	\$ 2,100	\$ 8,750
01-4-052-553	Insurance-Law Enforcement Liab.	\$ 10,873	\$ 11,000	\$ 10,342	\$ 11,000
01-4-052-554	Insurance-Automobile	\$ 3,285	\$ 5,000	\$ 4,000	\$ 5,000
01-4-052-570	Special Services	\$ 335	\$ 1,000	\$ 300	\$ 1,000
01-4-052-571	Bell County Communications	\$ 178,403	\$ 184,085	\$ 184,085	\$ 205,712
01-4-052-581	Communication Services	\$ 2,183	\$ 3,000	\$ 2,700	\$ 2,700
	<b>Total Services</b>	<b>\$ 199,951</b>	<b>\$ 209,720</b>	<b>\$ 206,727</b>	<b>\$ 244,147</b>
01-4-052-803	Vehicles	\$ 77,421	\$ 100,700	\$ 100,700	\$ 73,276
	<b>Total Capital Outlay</b>	<b>\$ 77,421</b>	<b>\$ 100,700</b>	<b>\$ 100,700</b>	<b>\$ 73,276</b>
01-4-052-904	Transfer to GF Capital Project Fund	\$ 115,000	\$ -	\$ -	\$ -
01-4-052-918	Transfer to Police Donations Fund	\$ 6,500	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 121,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Police - Operations</b>	<b>\$ 1,833,238</b>	<b>\$ 1,911,264</b>	<b>\$ 1,913,091</b>	<b>\$ 1,985,298</b>

**Police - Operations**

Account Number	Description	Amount
01-4-052-201	<b>Office Supplies</b>	
	- Typewriter ribbons & correction tapes	\$ 60
	- Business cards	\$ 330
	- Paper	\$ 350
	- Printer cartridges	\$ 1,100
	- Short media disks	\$ 80
	- Other office supplies	\$ 280
		<b>\$ 2,200</b>
205	<b>Educational Supplies</b>	
	- National Night Out handouts	\$ 750
	- School & special events handouts	\$ 750
		<b>\$ 1,500</b>
220	<b>Clothing Supplies</b>	
	- Uniform inventory	\$ 5,200
	- Six (6) protective vests with carriers	\$ 4,200
	- Four (4) winter coats	\$ 600
	- Nylon gear replacement	\$ 600
	- Thirty (30) PSO shirts	\$ 750
	- Four (4) raincoats for officers	\$ 100
		<b>\$ 11,450</b>
229	<b>Tools &amp; Other Supplies</b>	
	- DPS forms (5,000)	\$ 250
	- Ammunition and targets	\$ 6,000
	- Computer monitor	\$ 200
	- Printed forms	\$ 400
	- Batteries, audio, & video tapes	\$ 700
	- Fingerprint kits	\$ 350
	- Drug test kits	\$ 550
- Pepper spray	\$ 280	
		<b>\$ 8,730</b>
250	<b>Small Equipment</b>	
	- Miscellaneous	
		<b>\$ 20,000</b>
407	<b>Radio Maintenance</b>	
	- LPE 200 batteries	\$ 1,250
	- Other	\$ 2,250
		<b>\$ 3,500</b>
510	<b>Dues &amp; Publications</b>	
	- Crime prevention dues - 4 staff	\$ 100
	- Bell County map book	\$ 35
	- Notary fee - 2 staff	\$ 200
	- Three (3) updated penal code books	\$ 210
	- Pocket traffic & penal code books	\$ 490
- "Criss-Cross" directory	\$ 200	
		<b>\$ 1,235</b>
512	<b>Registration &amp; Tuition</b>	
	- Public service officer training	\$ 500
	- Police officer training	\$ 8,250
		<b>\$ 8,750</b>

**Police - Operations Continued**

Account Number	Description	Amount
01-4-052-513	<b>Travel &amp; Meals</b> - Public service officer training \$ 500 - Police officer training \$ 8,250	\$ 8,750
570	<b>Special Services</b> - Wrecker fees/seizures	\$ 1,000
571	<b>Bell County Communications</b> - City's share of County-wide radio & dispatch system	\$ 205,712
581	<b>Communication Services</b> - Pagers \$ 200 - Telephone & long distance \$ 2,500	\$ 2,700
803	<b>Vehicles</b> - Two (2) patrol units - equipped	\$ 73,276



## Mission

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To investigate all criminal cases reported to the Police Department.

## Description

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- Completes and maintains all file records regarding each case submitted for investigation.
- Presents cases before the grand jury.
- Acts with the County and District Attorneys in the prosecution and trial of criminals.
- Follows up on information received from Crime Stoppers and citizens in regard to criminal activities.
- Coordinates with other law enforcement agencies regarding information on similar cases and suspects.
- Works with the Department of Human Services to investigate all child abuse cases.
- Recovers property and maintains evidence in any case forwarded for investigation.
- Provides assistance to victims.

## Accomplishments

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- Researched and implemented technology advances to assist investigations. (4A, 9A)
- Increased training for Investigators. (9A)
- Enhanced relationships with other law enforcement agencies. (1G)

## Goals

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- Enhance relationships with other law enforcement agencies. (1G)
- Research options for expansion of evidence room. (6C, 9A)
- Obtain specialized training for investigators. (9A)
- Initiate drug task force. (9D)

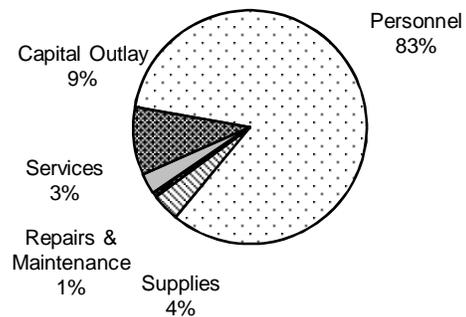
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 337,380	\$ 349,499	\$ 349,499	\$ 353,560
Supplies	\$ 12,806	\$ 12,100	\$ 11,850	\$ 16,252
Repairs & Maintenance	\$ 3,157	\$ 4,246	\$ 2,950	\$ 2,900
Services	\$ 8,872	\$ 12,408	\$ 12,277	\$ 12,100
Capital Outlay	\$ -	\$ 31,804	\$ 31,380	\$ 40,000
<b>Total</b>	<b>\$ 362,215</b>	<b>\$ 410,057</b>	<b>\$ 407,956</b>	<b>\$ 424,812</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Sexual Assault	24	35	46
Attempted Murder/Murder	0	0	0
Robbery	15	5	10
Assault	223	295	367
Auto Theft	28	28	28
Burglaries	271	339	407
Theft Over \$1500	300	260	280
Forgery	61	69	77
Injury to Child/Neglect	9	17	25
Kidnapping	1	1	1
Criminal Mischief	384	354	369
Juvenile Detention	148	59	104
Narcotics	186	172	179
Cases Reported to CID	450	779	850
Cases Cleared by CID	260	171	215



**Police - Criminal Investigations**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-053-101	Salaries-Administrative	\$ 18,768	\$ 18,768	\$ 18,768	\$ 19,545
01-4-053-103	Salaries-Supervisory	\$ 30,617	\$ 31,415	\$ 31,415	\$ 31,415
01-4-053-104	Salaries-Operations	\$ 201,583	\$ 209,685	\$ 209,685	\$ 210,812
01-4-053-107	Salaries-Overtime	\$ 11,234	\$ 10,707	\$ 10,707	\$ 10,707
01-4-053-112	Longevity	\$ 2,547	\$ 2,616	\$ 2,616	\$ 2,616
01-4-053-114	Vehicle/Communications Allowance	\$ 2,135	\$ 2,100	\$ 2,100	\$ 2,100
01-4-053-121	TMRS	\$ 20,685	\$ 21,307	\$ 21,307	\$ 22,231
01-4-053-122	FICA	\$ 19,483	\$ 21,060	\$ 21,060	\$ 21,205
01-4-053-123	Employee Insurance	\$ 21,025	\$ 21,957	\$ 21,957	\$ 25,110
01-4-053-124	Workers' Comp. Insurance	\$ 9,289	\$ 9,625	\$ 9,625	\$ 7,250
01-4-053-125	Unemployment Compensation	\$ 14	\$ 259	\$ 259	\$ 569
	<b>Total Personnel</b>	<b>\$ 337,380</b>	<b>\$ 349,499</b>	<b>\$ 349,499</b>	<b>\$ 353,560</b>
01-4-053-201	Office Supplies	\$ 1,262	\$ 1,300	\$ 1,200	\$ 1,300
01-4-053-220	Clothing Supplies	\$ 216	\$ 440	\$ 350	\$ 1,355
01-4-053-222	Fuel	\$ 7,883	\$ 9,200	\$ 9,300	\$ 12,400
01-4-053-229	Tools & Other Supplies	\$ 1,326	\$ 1,160	\$ 1,000	\$ 1,197
01-4-053-250	Small Equipment	\$ 2,119	\$ -	\$ -	\$ -
	<b>Total Supplies</b>	<b>\$ 12,806</b>	<b>\$ 12,100</b>	<b>\$ 11,850</b>	<b>\$ 16,252</b>
01-4-053-403	Vehicle Maintenance	\$ 2,962	\$ 3,746	\$ 2,500	\$ 2,600
01-4-053-404	Office Equipment Maintenance	\$ 103	\$ -	\$ -	\$ -
01-4-053-406	Computer System Maintenance	\$ 92	\$ 500	\$ 250	\$ 100
01-4-053-407	Radio Maintenance	\$ -	\$ -	\$ 200	\$ 200
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 3,157</b>	<b>\$ 4,246</b>	<b>\$ 2,950</b>	<b>\$ 2,900</b>
01-4-053-510	Dues & Publications	\$ 1,178	\$ 1,168	\$ 1,070	\$ 1,350
01-4-053-512	Registration & Tuition	\$ 2,093	\$ 2,400	\$ 2,100	\$ 2,450
01-4-053-513	Travel & Meals	\$ 1,417	\$ 2,740	\$ 2,700	\$ 2,000
01-4-053-553	Insurance-Law Enforcement Liab.	\$ 1,602	\$ 2,750	\$ 2,625	\$ 2,750
01-4-053-554	Insurance-Automobile	\$ 1,107	\$ 1,600	\$ 1,832	\$ 1,600
01-4-053-581	Communication Services	\$ 1,475	\$ 1,750	\$ 1,950	\$ 1,950
	<b>Total Services</b>	<b>\$ 8,872</b>	<b>\$ 12,408</b>	<b>\$ 12,277</b>	<b>\$ 12,100</b>
01-4-053-803	Vehicles	\$ -	\$ 31,804	\$ 31,380	\$ 40,000
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 31,804</b>	<b>\$ 31,380</b>	<b>\$ 40,000</b>
	<b>Total Police - Criminal Invest.</b>	<b>\$ 362,215</b>	<b>\$ 410,057</b>	<b>\$ 407,956</b>	<b>\$ 424,812</b>

**Police - Criminal Investigations**

Account Number	DESCRIPTION	AMOUNT
01-4-053-201	<b>Office Supplies</b> - Printer cartridges \$ 600 - Printer paper \$ 450 - 250 Zip disks \$ 30 - CD writeables \$ 20 - Other \$ 200	\$ 1,300
220	<b>Clothing Supplies</b> - Protective vest \$ 900 - Protective vest - outer \$ 115 - Uniform inventory \$ 340	\$ 1,355
229	<b>Tools &amp; Other Supplies</b> - Fingerprint supplies \$ 300 - Ninhydrin spray \$ 100 - Evidence supplies \$ 300 - Drug test kits \$ 120 - Rubber gloves \$ 60 - Hazardous waste container \$ 85 - Gunshot primer residue kits \$ 32 - Batteries, video & audio tapes \$ 200	\$ 1,197
510	<b>Dues &amp; Publications</b> - Four (4) criminal and penal code books \$ 280 - Leads-on-line \$ 1,070	\$ 1,350
512	<b>Registration &amp; Tuition</b> - Sex Offender Characteristics seminar \$ 450 - Continuing education & training seminars \$ 2,000	\$ 2,450
513	<b>Travel &amp; Meals</b> - Meals and lodging for training and schools \$ 2,000	\$ 2,000
803	<b>Vehicles</b> - Two (2) unmarked police units	\$ 40,000

## **Mission**

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To control and contain stray animals within the City limits through enforcement of City ordinances.

## **Description**

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- Provides pickup and transport of stray animals within the City limits.
- Provides disposal of dead animals within the City limits.
- Follows through on all animal bite reports and ensures that animal owners follow State quarantine laws.
- Completes and maintains information for reporting to City management and State agencies.
- Provides information for prosecution of cases involving criminality.

## **Accomplishments**

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- Increased community awareness of the responsibilities of animal ownership. (2A, 9B)
- Educated citizens about State and City laws and rules involving pet ownership. (9B)
- Reduced stray and abandoned animal activity.

## **Goals**

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- Continue to educate citizens about State and City laws and rules involving pet ownership. (9B)
- Reduce stray and abandoned animal activity.
- Remodel kennel area. (9A)

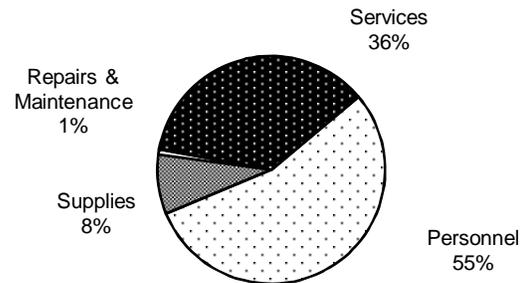
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 32,492	\$ 33,806	\$ 8,384	\$ 35,430
Supplies	\$ 3,701	\$ 4,800	\$ 4,695	\$ 5,460
Repairs & Maintenance	\$ 717	\$ 1,000	\$ 750	\$ 500
Services	\$ 22,774	\$ 22,620	\$ 21,972	\$ 23,245
<b>Total</b>	<b>\$ 59,684</b>	<b>\$ 62,226</b>	<b>\$ 35,801</b>	<b>\$ 64,635</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Calls Received	1,547	1,618	1,750
Animals Picked Up-Dogs	309	376	443
Animals Picked Up-Cats	487	404	425
Dead Animals Picked Up	255	209	230
Citations Issued	0	0	0
Traps Lent Out	71	56	60
Animals Disposed Of	255	209	230



**Police - Animal Control**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-054-104	Salaries-Operations	\$ 24,283	\$ 25,422	\$ -	\$ 26,341
01-4-054-107	Salaries-Overtime	\$ 229	\$ -	\$ -	\$ -
01-4-054-121	TMRS	\$ 1,900	\$ 1,968	\$ 1,968	\$ 2,113
01-4-054-122	FICA	\$ 1,875	\$ 1,945	\$ 1,945	\$ 2,015
01-4-054-123	Employee Insurance	\$ 3,608	\$ 3,819	\$ 3,819	\$ 4,367
01-4-054-124	Workers' Comp. Insurance	\$ 580	\$ 607	\$ 607	\$ 495
01-4-054-125	Unemployment Compensation	\$ 17	\$ 45	\$ 45	\$ 99
	<b>Total Personnel</b>	<b>\$ 32,492</b>	<b>\$ 33,806</b>	<b>\$ 8,384</b>	<b>\$ 35,430</b>
01-4-054-201	Office Supplies	\$ 153	\$ 150	\$ 125	\$ 150
01-4-054-220	Clothing Supplies	\$ 384	\$ 480	\$ 400	\$ 400
01-4-054-221	Chemical Supplies	\$ 153	\$ 220	\$ 220	\$ 275
01-4-054-222	Fuel	\$ 2,775	\$ 3,400	\$ 3,400	\$ 4,500
01-4-054-229	Tools & Other Supplies	\$ 236	\$ 550	\$ 550	\$ 135
	<b>Total Supplies</b>	<b>\$ 3,701</b>	<b>\$ 4,800</b>	<b>\$ 4,695</b>	<b>\$ 5,460</b>
01-4-054-402	Equipment & Machinery Maintenance	\$ -	\$ 500	\$ 250	\$ -
01-4-054-403	Vehicle Maintenance	\$ 717	\$ 500	\$ 400	\$ 400
01-4-054-407	Radio Maintenance	\$ -	\$ -	\$ 100	\$ 100
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 717</b>	<b>\$ 1,000</b>	<b>\$ 750</b>	<b>\$ 500</b>
01-4-054-512	Registration & Tuition	\$ -	\$ -	\$ -	\$ 250
01-4-054-513	Travel & Meals	\$ -	\$ -	\$ -	\$ 350
01-4-054-550	Insurance-General Liability	\$ 186	\$ 325	\$ 300	\$ 325
01-4-054-553	Insurance-Law Enforcement Liab.	\$ 84	\$ 150	\$ 138	\$ 150
01-4-054-554	Insurance-Automobile	\$ 162	\$ 250	\$ 234	\$ 250
01-4-054-570	Special Services	\$ 22,118	\$ 21,620	\$ 21,000	\$ 21,620
01-4-054-581	Communication Services	\$ 224	\$ 275	\$ 300	\$ 300
	<b>Total Services</b>	<b>\$ 22,774</b>	<b>\$ 22,620</b>	<b>\$ 21,972</b>	<b>\$ 23,245</b>
	<b>Total Police - Animal Control</b>	<b>\$ 59,684</b>	<b>\$ 62,226</b>	<b>\$ 35,801</b>	<b>\$ 64,635</b>
	<b>Total Police</b>	<b>\$ 2,414,506</b>	<b>\$ 2,532,381</b>	<b>\$ 2,495,939</b>	<b>\$ 2,627,532</b>

**Police - Animal Control**

Account Number	Description	Amount
01-4-054-201	<b>Office Supplies</b>	
	- Inkjet cartridge	\$ 30
	- Printed forms	\$ 100
	- General office supplies	\$ 20
		<b>\$ 150</b>
220	<b>Clothing Supplies</b>	
	- Uniform inventory	
		<b>\$ 400</b>
221	<b>Chemical Supplies</b>	
	- Tranquilizer darts	\$ 100
	- Chemicals for tranquilizing animals	\$ 150
	- Miscellaneous chemical supplies	\$ 25
		<b>\$ 275</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Cleaning supplies	\$ 85
	- Pet leashes	\$ 50
		<b>\$ 135</b>
570	<b>Special Services</b>	
	- Canine impound fees	\$ 16,800
	- Feline impound fees	\$ 4,500
	- Rabies booster shot - officer	\$ 200
	- Rabies testing & veterinarian services	\$ 120
		<b>\$ 21,620</b>



**Description**

The Fire department is comprised of two divisions:

1. Fire Suppression
2. Emergency Medical Services (EMS)

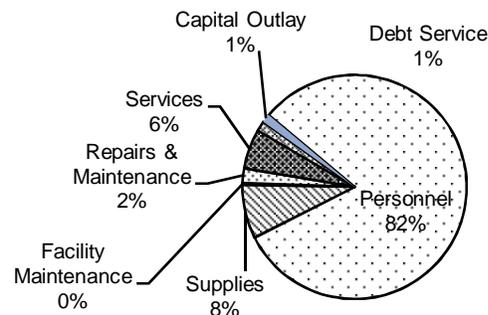
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 1,568,042	\$ 1,564,281	\$ 1,564,281	\$ 1,605,712
Supplies	\$ 98,700	\$ 125,795	\$ 135,549	\$ 153,841
Facility Maintenance	\$ 8,130	\$ 9,580	\$ 5,400	\$ 5,335
Repairs & Maintenance	\$ 36,529	\$ 45,586	\$ 38,710	\$ 41,377
Services	\$ 84,346	\$ 101,302	\$ 100,548	\$ 113,573
Debt Service	\$ -	\$ -	\$ -	\$ 27,619
Capital Outlay	\$ 85,609	\$ -	\$ -	\$ 25,000
<b>Total</b>	<b>\$ 1,881,356</b>	<b>\$ 1,846,544</b>	<b>\$ 1,844,488</b>	<b>\$ 1,972,457</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Fire Chief	1	1	1
Assistant Fire Chief	1	1	1
Captain	3	3	3
Lieutenant	3	3	3
Firefighter/EMS	18	18	18
Secretary	1	1	1
<b>Total</b>	<b>27</b>	<b>27</b>	<b>27</b>



## Mission

---

Protect lives and property from fire and man-made or natural disasters. Provide emergency management procedures for the City and investigate all suspicious fires within the City.

## Description

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- Responds to and extinguishes structure, vehicle, grass and brush fires in the City of Belton (primary) and surrounding rural areas (secondary).
- Responds to other emergency situations in conjunction with the Police department and other emergency agencies.
- Provides mutual aid to neighboring emergency agencies.
- Assists in fire prevention activities.
- Serves as liaison to Bell County Communications 911 Center.
- Coordinates all planning and preparedness activities for emergency management.
- Investigates fires to determine cause and origin.
- Conducts routine fire safety inspections of public buildings, private industry and residential homes to ensure the safety of the public, employees and citizens.
- Conducts annual fire hydrant maintenance throughout the city.

## Accomplishments

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- Received a Texas Commission on Fire Protection grant for training and equipment. (1E, 9A)
- Received a Federal Emergency Management Preparedness grant. (1E, 9A)
- Added a frequently asked questions section and information regarding what to do after a fire to the departmental website. (2B, 4B)
- Received Life Safety Achievement Award for 2006 from the Residential Fire Safety Institute for zero deaths in residential structure fires. (9A)
- Coordinated emergency management functional and full scale exercise with Fort Hood and neighboring cities. (9A)
- Established regional technical rescue team. (1G)

## Goals

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- Conduct emergency management tabletop and full scale exercises. (9A)
- Recruit and strive to retain volunteer personnel and encourage their active role in day to day operations. (1G, 3C)
- Partner with neighboring fire departments to provide training and education for paid and volunteer personnel. (1G, 9A)
- Obtain grants for training, equipment, and manpower. (1E)
- Receive Life Safety Achievement Award from the Residential Fire Safety Institute for zero deaths in residential structure fires. (9A)
- Designate a training officer to coordinate departmental training efforts. (9A, 9B)

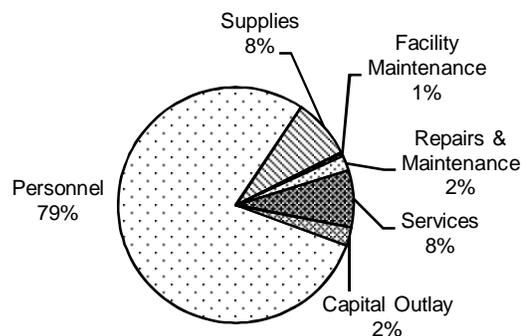
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 883,991	\$ 784,540	\$ 784,540	\$ 794,423
Supplies	\$ 42,788	\$ 64,391	\$ 71,077	\$ 83,495
Facility Maintenance	\$ 8,130	\$ 9,580	\$ 5,400	\$ 5,335
Repairs & Maintenance	\$ 18,252	\$ 20,686	\$ 19,110	\$ 21,343
Services	\$ 61,012	\$ 71,707	\$ 72,301	\$ 78,616
Capital Outlay	\$ 85,609	\$ -	\$ -	\$ 25,000
<b>Total</b>	<b>\$ 1,099,782</b>	<b>\$ 950,904</b>	<b>\$ 952,428</b>	<b>\$ 1,008,212</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Residential Fires	26	25	25
Commercial/Industrial Fires	3	2	2
Grass Fires	65	56	60
Trash Fires	15	6	10
Car Fires	14	16	15
Good Intent	12	32	30
EMS Assists	1,366	1,030	1,250
False Alarms	168	100	100
Other Calls/Spills/HazMat	26	60	50
Fire Investigations	28	22	25
Fire Inspections	171	180	180
Courtesy Inspections	<u>289</u>	<u>300</u>	<u>320</u>
<b>Total Calls</b>	<b>2,183</b>	<b>1,829</b>	<b>2,067</b>



Fire - Suppression

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-061-101	Salaries-Administrative	\$ 48,858	\$ 48,991	\$ 48,991	\$ 51,347
01-4-061-103	Salaries-Supervisory	\$ 208,565	\$ 106,036	\$ 106,036	\$ 175,034
01-4-061-104	Salaries-Operations	\$ 377,672	\$ 415,063	\$ 415,063	\$ 346,792
01-4-061-107	Salaries-Overtime	\$ 51,874	\$ 25,462	\$ 25,462	\$ 38,215
01-4-061-108	Salaries-Part Time	\$ 82	\$ 1,500	\$ 1,500	\$ -
01-4-061-109	Salaries-Other	\$ 10,227	\$ 20,000	\$ 20,000	\$ 8,000
01-4-061-112	Longevity	\$ 4,845	\$ 3,552	\$ 3,552	\$ 3,552
01-4-061-114	Vehicle/Communications Allowance	\$ 420	\$ 420	\$ 420	\$ 420
01-4-061-121	TMRS	\$ 53,653	\$ 46,403	\$ 46,403	\$ 49,352
01-4-061-122	FICA	\$ 52,309	\$ 45,978	\$ 45,978	\$ 47,075
01-4-061-123	Employee Insurance	\$ 54,580	\$ 51,882	\$ 51,882	\$ 59,341
01-4-061-124	Workers' Comp. Insurance	\$ 20,529	\$ 18,633	\$ 18,633	\$ 13,949
01-4-061-125	Unemployment Compensation	\$ 377	\$ 620	\$ 620	\$ 1,346
	<b>Total Personnel</b>	<b>\$ 883,991</b>	<b>\$ 784,540</b>	<b>\$ 784,540</b>	<b>\$ 794,423</b>
01-4-061-201	Office Supplies	\$ 1,149	\$ 1,200	\$ 1,200	\$ 1,200
01-4-061-202	Postage	\$ 194	\$ 300	\$ 250	\$ 250
01-4-061-205	Educational Supplies	\$ -	\$ 250	\$ 250	\$ 350
01-4-061-220	Clothing Supplies	\$ 9,214	\$ 17,632	\$ 17,632	\$ 27,360
01-4-061-221	Chemical Supplies	\$ 734	\$ 1,000	\$ 1,000	\$ 1,000
01-4-061-222	Fuel	\$ 14,131	\$ 16,000	\$ 22,000	\$ 27,600
01-4-061-227	Janitorial Supplies	\$ 3,413	\$ 3,300	\$ 3,300	\$ 3,300
01-4-061-229	Tools & Other Supplies	\$ 3,933	\$ 5,145	\$ 5,445	\$ 2,435
01-4-061-250	Small Equipment	\$ 10,020	\$ 19,564	\$ 20,000	\$ 20,000
	<b>Total Supplies</b>	<b>\$ 42,788</b>	<b>\$ 64,391</b>	<b>\$ 71,077</b>	<b>\$ 83,495</b>
01-4-061-301	Building Maintenance	\$ 7,150	\$ 8,180	\$ 4,000	\$ 3,730
01-4-061-302	Heat & A/C Maintenance	\$ 412	\$ 1,000	\$ 1,000	\$ 500
01-4-061-311	Fire Hydrant Maintenance	\$ 568	\$ 400	\$ 400	\$ 1,105
	<b>Total Facility Maintenance</b>	<b>\$ 8,130</b>	<b>\$ 9,580</b>	<b>\$ 5,400</b>	<b>\$ 5,335</b>
01-4-061-402	Equipment & Machinery Maint.	\$ 9,246	\$ 7,750	\$ 6,950	\$ 8,443
01-4-061-403	Vehicle Maintenance	\$ 7,439	\$ 10,000	\$ 10,000	\$ 10,000
01-4-061-404	Office Equipment Maintenance	\$ 174	\$ -	\$ 160	\$ -
01-4-061-406	Computer System Maintenance	\$ 828	\$ 1,400	\$ 1,400	\$ 1,400
01-4-061-407	Radio Maintenance	\$ 565	\$ 1,536	\$ 600	\$ 1,500
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 18,252</b>	<b>\$ 20,686</b>	<b>\$ 19,110</b>	<b>\$ 21,343</b>
01-4-061-510	Dues & Publications	\$ 2,210	\$ 3,342	\$ 3,342	\$ 3,596
01-4-061-512	Registration & Tuition	\$ 5,795	\$ 7,900	\$ 8,500	\$ 8,250
01-4-061-513	Travel & Meals	\$ 4,858	\$ 5,625	\$ 5,625	\$ 7,060
01-4-061-521	Equipment Lease	\$ 2,397	\$ 2,500	\$ 2,500	\$ 3,000
01-4-061-550	Insurance-General Liability	\$ 805	\$ 1,400	\$ 1,300	\$ 1,400
01-4-061-554	Insurance-Automobile	\$ 4,286	\$ 6,000	\$ 5,634	\$ 6,000
01-4-061-555	Insurance-Mobile Equipment	\$ 28	\$ 35	\$ 35	\$ 35
01-4-061-556	Insurance-Real Property	\$ 3,513	\$ 4,200	\$ 3,390	\$ 4,200
01-4-061-570	Special Services	\$ -	\$ -	\$ 1,700	\$ -
01-4-061-571	Volunteer Pension Fund	\$ 2,190	\$ 1,875	\$ 1,875	\$ 1,875
01-4-061-581	Communication Services	\$ 8,898	\$ 9,730	\$ 9,000	\$ 9,500
01-4-061-582	Gas Service	\$ 4,535	\$ 5,100	\$ 5,400	\$ 5,700
01-4-061-583	Electric Service	\$ 21,497	\$ 24,000	\$ 24,000	\$ 28,000
	<b>Total Services</b>	<b>\$ 61,012</b>	<b>\$ 71,707</b>	<b>\$ 72,301</b>	<b>\$ 78,616</b>

**Fire - Suppression Continued**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-061-802	Machinery & Equipment	\$ -	\$ -	\$ -	\$ 5,000
01-4-061-803	Vehicles	\$ 85,609	\$ -	\$ -	\$ 20,000
	<b>Total Capital Outlay</b>	<b>\$ 85,609</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>
	<b>Total Fire - Suppression</b>	<b>\$ 1,099,782</b>	<b>\$ 950,904</b>	<b>\$ 952,428</b>	<b>\$ 1,008,212</b>

**Fire - Suppression**

Account Number	Description	Amount
01-4-061-109	<b>Salaries - Other</b> - Volunteer firefighter pay at \$8.00 per call	\$ 8,000
201	<b>Office Supplies</b> - Inspection forms - 1,000 \$ 175 - Inkjet & laser printer cartridges \$ 330 - Fax machine print cartridge \$ 30 - Paper \$ 100 - Labels & diskettes \$ 50 - Other office supplies \$ 515	\$ 1,200
205	<b>Educational Supplies</b> - In-house training supplies	\$ 350
220	<b>Clothing Supplies</b> - Regular replacement of turnout gear \$ 5,100 - Emergency replacement of turnout gear \$ 3,400 - Replacement of failed gear due to NFPA inspection \$ 5,000 - Sixty-one (61) turnout gear inspections - NFPA required \$ 9,150 - Five (5) winter coats \$ 750 - Ten (10) nomex hoods \$ 250 - Uniforms \$ 2,500 - Twenty-six (26) raincoats \$ 910 - Ten (10) reflective vests \$ 300	\$ 27,360
221	<b>Chemical Supplies</b> - Spill control microbes \$ 100 - Fire fighting foam \$ 100 - Absorbent \$ 800	\$ 1,000
229	<b>Tools &amp; Other Supplies</b> - Ten (10) SCBA face mask bags \$ 200 - Drill \$ 50 - Ice \$ 900 - Linens & towels \$ 250 - Yellow webbing \$ 135 - Batteries \$ 300 - Four (4) vehicle wash brushes \$ 200 - Other miscellaneous supplies \$ 400	\$ 2,435
250	<b>Small Equipment</b> - Miscellaneous	\$ 20,000
301	<b>Building Maintenance</b> - Metal shelves \$ 180 - Dark curtain - turnout gear room \$ 50 - Fur down wall - Central station \$ 500 - General maintenance \$ 3,000	\$ 3,730

**Fire - Suppression Continued**

Account Number	Description	Amount
01-4-061-311	<b>Fire Hydrant Maintenance</b>	
	- Metal ID tags \$ 805 - Paint and color-code fire hydrants \$ 300	\$ 1,105
402	<b>Equipment &amp; Machinery Maintenance</b>	
	- Air cascade system maintenance agreement \$ 3,000	
	- SCBA test & certification \$ 720	
	- Ladder test - NFPA required \$ 1,025	
	- Three (3) diesel filter replacements \$ 798	
	- Pump test certification - ISO required \$ 900	
	- General maintenance of other equipment \$ 2,000	\$ 8,443
406	<b>Computer System Maintenance</b>	
	- Trend Micro Antivirus upgrade \$ 450	
	- Fire program maintenance agreement \$ 700	
	- Other \$ 250	\$ 1,400
510	<b>Dues &amp; Publications</b>	
	- Texas Fire Chiefs Association \$ 250	
	- State Fireman and Fire Marshal dues for volunteers \$ 755	
	- Central Texas Fireman's dues \$ 25	
	- Belton Journal \$ 50	
	- National Fire Protection association dues \$ 135	
	- NFPA code updates \$ 535	
	- NFPA code book \$ 100	
	- State Fire Marshal association dues \$ 21	
	- Texas Commission on Fire Protection \$ 805	
	- Temple Daily Telegram \$ 220	
		- Other \$ 700
512	<b>Registration &amp; Tuition</b>	
	- State Fire Marshal conference - 2 staff \$ 400	
	- Texas A&M fire school - 6 staff \$ 2,700	
	- Swift water rescue classes - 3 staff \$ 750	
	- Texas Fire Chiefs conference - 2 staff \$ 500	
	- Interactive computer training \$ 1,500	
	- Emergency management conference \$ 200	
	- Volunteer training \$ 1,500	
	- Arson conference - 2 staff \$ 400	
	- Juvenile fire setter conference \$ 300	\$ 8,250
571	<b>Volunteer Pension Fund</b>	
- Contributions to volunteer retirement fund	\$ 1,875	
581	<b>Communication Services</b>	
	- First Call emergency network \$ 500	
	- Telephone & long distance \$ 1,500	
	- Pager service (volunteers) \$ 3,100	
	- Cellular phone \$ 500	
	- Internet access fees \$ 3,900	\$ 9,500
802	<b>Machinery &amp; Equipment</b>	
- Hose mule	\$ 5,000	
803	<b>Vehicles</b>	
- 1/2 Ton pickup	\$ 20,000	

## Mission

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To protect and preserve lives by responding to emergency medical calls.

## Description

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- Renders patient care and transportation to area hospitals.
- Responds to emergency situations and disasters in conjunction with the Police department and other emergency agencies.
- Provides mutual aid to neighboring emergency agencies.
- Assists with EMS and fire prevention education.
- Assists with fire suppression activities.

## Accomplishments

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- Certified one firefighter to level of paramedic. (9A, 3C)
- Qualified for funds and equipment from the Central Texas Trauma Council. (1E, 9A)
- Conducted in house training and monthly EMS run review. (9A)
- Provided basic EMS training classes for City employees. (3C, 9B)

## Goals

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- Continue revision of EMS coverage area to improve response times in the City. (2B, 3B, 9A)
- Participate with the Central Texas Trauma Council to qualify for State grants for training and equipment. (1E, 9A)
- Train with neighboring EMS agencies to maintain the mass casualty incident response and to improve patient care prior to EMS arrival. (1G, 9A)
- Provide basic EMS training classes for all city employees. (3C)
- Certify two firefighters to level of paramedic. (9A)
- Establish paramedic program to recruit, train, and retain paramedics. (9A)
- Enhance partnerships with BISD and UMHB. (1G)

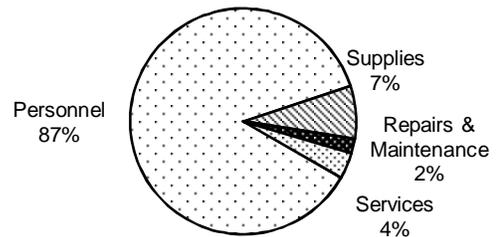
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 684,051	\$ 779,741	\$ 779,741	\$ 811,289
Supplies	\$ 55,912	\$ 61,404	\$ 64,472	\$ 70,346
Repairs & Maintenance	\$ 18,277	\$ 24,900	\$ 19,600	\$ 20,034
Services	\$ 23,334	\$ 29,595	\$ 28,247	\$ 34,957
<b>Total</b>	<b>\$ 781,574</b>	<b>\$ 895,640</b>	<b>\$ 892,060</b>	<b>\$ 964,245</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Advanced life support	896	809	860
Basic life support	814	845	850
No Transports	<u>831</u>	<u>692</u>	<u>700</u>
<b>Total Calls</b>	<b>2,541</b>	<b>2,346</b>	<b>2,410</b>



**Fire - Emergency Medical Services**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-062-101	Salaries-Administrative	\$ 38,837	\$ 38,837	\$ 38,837	\$ 40,779
01-4-062-103	Salaries-Supervisory	\$ -	\$ 106,036	\$ 106,036	\$ 175,034
01-4-062-104	Salaries-Operations	\$ 459,939	\$ 442,692	\$ 442,692	\$ 375,952
01-4-062-107	Salaries-Overtime	\$ 38,168	\$ 20,160	\$ 20,160	\$ 38,215
01-4-062-108	Salaries-Part Time	\$ 100	\$ 1,833	\$ 1,833	\$ -
01-4-062-112	Longevity	\$ 1,985	\$ 3,552	\$ 3,552	\$ 3,552
01-4-062-113	Health Insurance Allowance	\$ 1,735	\$ 1,807	\$ 1,807	\$ -
01-4-062-121	TMRS	\$ 41,903	\$ 47,453	\$ 47,453	\$ 50,809
01-4-062-122	FICA	\$ 41,327	\$ 47,041	\$ 47,041	\$ 48,465
01-4-062-123	Employee Insurance	\$ 43,747	\$ 51,704	\$ 51,704	\$ 63,271
01-4-062-124	Workers' Comp. Insurance	\$ 15,983	\$ 17,964	\$ 17,964	\$ 13,776
01-4-062-125	Unemployment Compensation	\$ 327	\$ 662	\$ 662	\$ 1,436
	<b>Total Personnel</b>	<b>\$ 684,051</b>	<b>\$ 779,741</b>	<b>\$ 779,741</b>	<b>\$ 811,289</b>
01-4-062-201	Office Supplies	\$ 1,145	\$ 1,000	\$ 1,000	\$ 1,300
01-4-062-202	Postage	\$ 2,041	\$ 2,100	\$ 2,300	\$ 2,400
01-4-062-221	EMS Meds & Supplies	\$ 32,509	\$ 32,000	\$ 32,000	\$ 35,000
01-4-062-222	Fuel	\$ 18,173	\$ 19,000	\$ 22,000	\$ 28,600
01-4-062-229	Tools & Other Supplies	\$ 2,044	\$ 4,604	\$ 4,604	\$ 3,046
01-4-062-250	Small Equipment	\$ -	\$ 2,700	\$ 2,568	\$ -
	<b>Total Supplies</b>	<b>\$ 55,912</b>	<b>\$ 61,404</b>	<b>\$ 64,472</b>	<b>\$ 70,346</b>
01-4-062-402	Equipment & Machinery Maint.	\$ 4,985	\$ 6,100	\$ 6,100	\$ 6,184
01-4-062-403	Vehicle Maintenance	\$ 10,710	\$ 14,500	\$ 10,500	\$ 10,500
01-4-062-406	Computer System Maintenance	\$ 2,321	\$ 2,500	\$ 2,500	\$ 2,600
01-4-062-407	Radio Maintenance	\$ 261	\$ 1,800	\$ 500	\$ 750
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 18,277</b>	<b>\$ 24,900</b>	<b>\$ 19,600</b>	<b>\$ 20,034</b>
01-4-062-510	Dues & Publications	\$ 1,297	\$ 370	\$ 300	\$ 1,270
01-4-062-512	Registration & Tuition	\$ 6,821	\$ 10,325	\$ 10,000	\$ 11,525
01-4-062-513	Travel & Meals	\$ 1,022	\$ 3,000	\$ 3,000	\$ 2,998
01-4-062-550	Insurance-General Liability	\$ 1,424	\$ 2,400	\$ 2,300	\$ 2,400
01-4-062-554	Insurance-Automobile	\$ 2,266	\$ 3,200	\$ 2,947	\$ 3,200
01-4-062-567	Collection Fees	\$ 4,175	\$ 3,500	\$ 2,700	\$ 3,500
01-4-062-570	Special Services	\$ -	\$ -	\$ -	\$ 364
01-4-062-571	Medical Director Fees	\$ 4,800	\$ 4,800	\$ 4,800	\$ 7,500
01-4-062-581	Communication Services	\$ 1,529	\$ 2,000	\$ 2,200	\$ 2,200
	<b>Total Services</b>	<b>\$ 23,334</b>	<b>\$ 29,595</b>	<b>\$ 28,247</b>	<b>\$ 34,957</b>
01-4-062-601	Ambulance Repayment	\$ -	\$ -	\$ -	\$ 27,619
	<b>Total Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,619</b>
	<b>Total Fire - EMS</b>	<b>\$ 781,574</b>	<b>\$ 895,640</b>	<b>\$ 892,060</b>	<b>\$ 964,245</b>
	<b>Total Fire</b>	<b>\$ 1,881,356</b>	<b>\$ 1,846,544</b>	<b>\$ 1,844,488</b>	<b>\$ 1,972,457</b>

**Fire - Emergency Medical Services**

Account Number	Description	Amount
01-4-062-201	<b>Office Supplies</b>	
	- Ambulance bills - 5,500 @ \$55/1,000 + S&H	\$ 350
	- Insurance ambulance forms - 1 box	\$ 100
	- Laser printer cartridges	\$ 250
	- Other office supplies	\$ 600
		<b>\$ 1,300</b>
202	<b>Postage</b>	
	- Mailing of EMS patient care surveys	\$ 100
	- Mailing of EMS bills	\$ 2,300
		<b>\$ 2,400</b>
221	<b>EMS Meds &amp; Supplies</b>	
	- Consumable medical supplies and medications for use on ambulance	
		<b>\$ 35,000</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Four (4) blood pressure cuffs	\$ 120
	- Four (4) stethoscopes	\$ 80
	- Four (4) spider straps	\$ 360
	- Four (4) head blocks	\$ 320
	- Two (2) backboards	\$ 320
	- Ambulance run sheets & ALS forms	\$ 1,500
	- Linens & towels	\$ 250
	- Three (3) throw bags	\$ 96
		<b>\$ 3,046</b>
402	<b>Equipment &amp; Machinery Maint.</b>	
	- Physio Control maintenance contract	\$ 4,900
	- Three (3) AED batteries	\$ 384
	- Three (3) stretcher repair contracts	\$ 900
		<b>\$ 6,184</b>
406	<b>Computer System Maintenance</b>	
	- "Sweet Soft" ambulance billing maintenance agreement	
		<b>\$ 2,600</b>
510	<b>Dues &amp; Publications</b>	
	- EMS provider license	\$ 900
	- ICP code book	\$ 120
	- "Criss-Cross" directory	\$ 150
	- ICD-9 code book	\$ 100
		<b>\$ 1,270</b>
512	<b>Registration &amp; Tuition</b>	
	- PALS/ACLS course - 3 staff	\$ 1,500
	- Paramedic course - 2 staff	\$ 6,000
	- Texas EMS conference - 3 staff	\$ 525
	- Computer assisted training (EMI-Net) - 30 staff	\$ 3,000
	- Other training & seminars	\$ 250
	- Other training & seminars - Ambulance Clerk	\$ 250
		<b>\$ 11,525</b>
513	<b>Travel &amp; Meals</b>	
	- Texas EMS conference - 3 staff	\$ 1,998
	- Other travel	\$ 500
	- Other travel - Ambulance Clerk	\$ 500
		<b>\$ 2,998</b>

**Fire - Emergency Medical Services Continued**

Account Number	Description	Amount
01-4-062-567	<b>Collection Fees</b> - Credit bureau fees for collection of delinquent ambulance accounts	\$ 3,500
570	<b>Special Services</b> - TB testing - 26 staff	\$ 364
571	<b>Medical Director Fees</b> - Contract for medical director - \$625/month	\$ 7,500
581	<b>Communication Services</b> - Cellular phone \$ 700 - Telephone & long distance \$ 1,500	\$ 2,200
601	<b>Ambulance Repayment</b> - Payment to Greathouse Trust - ambulance loan #1 of 4	\$ 27,619



## Mission

---

To provide and maintain a transportation system of streets, alleys and sidewalks for safe and efficient vehicular and pedestrian traffic, and to provide and maintain a stormwater management system to efficiently convey storm water and prevent flooding.

## Description

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- Repairs potholes and patches utility cuts.
- Repairs streets for damage caused by water line breaks and failure of road base material.
- Prepares street driving surfaces for annual seal coating program.
- Reconstructs streets to upgrade driving surface and drainage.
- Inspects and makes repairs to City bridges and sidewalks.
- Performs annual crack sealing of streets to prevent water damage.
- Installs and maintains traffic control signs and paving markers.
- Responds to emergency conditions by barricading, sandbagging, and clearing debris.
- Performs sanding of streets during icing conditions.
- Mows rights-of-way and maintains street and alley shoulders.
- Installs and maintains street name signs.

## Accomplishments

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- Assisted code enforcement efforts by mowing of weedy lots and demolishing condemned structures. (1H, 7D)
- Increased level of weed control in right-of-ways and streets. (7D)
- Continued clean up of Nolan Creek. (10B)
- Overlaid seven city streets utilizing 2005 GO Bond proceeds. (6B, 8A)
- Paved parking lots at Yettie Polk Park. (6C, 10B)
- Implemented stormwater management plan. (1C, 4A, 6A, 7A)
- Began two year street sign replacement program. (6C)

## Goals

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- Continue to increase level of weed control in right-of-ways and streets. (7D)
- Continue clean up of Nolan Creek. (10B)
- Complete two year street sign replacement program. (6C)
- Research and implement a tracking system for all work orders. (4B)
- Develop street rating system. (6A)
- Develop a schedule for overlaying, sealcoating, and street reconstruction using the street rating system. (6A, 6B, 6C)

(Strategic Plan goal #)

**Expenditure Summary**

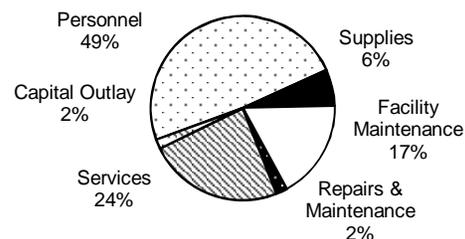
Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 305,570	\$ 369,321	\$ 369,321	\$ 442,834
Supplies	\$ 36,170	\$ 44,825	\$ 51,000	\$ 58,827
Facility Maintenance	\$ 132,359	\$ 148,326	\$ 148,326	\$ 158,148
Repairs & Maintenance	\$ 14,738	\$ 17,246	\$ 15,050	\$ 17,930
Services	\$ 195,023	\$ 216,165	\$ 211,798	\$ 216,040
Capital Outlay	\$ -	\$ 56,500	\$ 56,500	\$ 15,000
Transfers	\$ 99,676	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 783,536</b>	<b>\$ 852,383</b>	<b>\$ 851,995</b>	<b>\$ 908,779</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Miles of Streets	115	116	116
Tons of HMAC for Potholes	83	108	120
Tons of HMAC for Util. Cuts	57	41	50
Utility Cuts Made	20	35	40
Utility Cuts Repaired	19	35	40
Traffic Signs Erected/Repl.	60	70	70
Street Signs Erected/Repl.	30	51	500
Man-Hours Mowing ROWs	3,160	2,800	3,000
Tons of Base or Surface	600	967	1,300
Sq. Yds. of Seal Coating	58,000	48,000	53,000

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Assistant Director of PW	0	1	1
Street Supervisor	1	1	1
Public Works Inspector	1	0	0
Heavy Equip Operator II	0	0	1
Maintenance Worker II	4	4	4
Maintenance Worker I	3	3	3
<b>Total</b>	<b>9</b>	<b>9</b>	<b>10</b>



Streets

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-080-101	Salaries-Administrative	\$ 19,315	\$ 19,449	\$ 19,449	\$ 20,393
01-4-080-103	Salaries-Supervisory	\$ 41,586	\$ 72,623	\$ 72,623	\$ 76,622
01-4-080-104	Salaries-Operations	\$ 157,281	\$ 170,745	\$ 170,745	\$ 182,347
01-4-080-107	Salaries-Overtime	\$ 5,233	\$ 6,401	\$ 6,401	\$ 7,769
01-4-080-108	Salaries-Part Time	\$ -	\$ 3,360	\$ 3,360	\$ 4,320
01-4-080-113	Health Insurance Allowance	\$ 1,735	\$ 1,807	\$ 1,807	\$ -
01-4-080-121	TMRS	\$ 17,504	\$ 20,978	\$ 20,978	\$ 23,028
01-4-080-122	FICA	\$ 17,124	\$ 20,990	\$ 20,990	\$ 22,296
01-4-080-123	Employee Insurance	\$ 24,345	\$ 29,390	\$ 29,390	\$ 37,804
01-4-080-124	Workers' Comp. Insurance	\$ 21,166	\$ 23,167	\$ 23,167	\$ 18,446
01-4-080-125	Unemployment Compensation	\$ 281	\$ 411	\$ 411	\$ 914
01-4-080-150	New Personnel Requests	\$ -	\$ -	\$ -	\$ 48,895
	<b>Total Personnel</b>	<b>\$ 305,570</b>	<b>\$ 369,321</b>	<b>\$ 369,321</b>	<b>\$ 442,834</b>
01-4-080-201	Office Supplies	\$ 25	\$ -	\$ -	\$ -
01-4-080-220	Clothing Supplies	\$ 4,623	\$ 5,330	\$ 5,300	\$ 5,229
01-4-080-221	Chemical Supplies	\$ 1,046	\$ 1,774	\$ 1,000	\$ 1,774
01-4-080-222	Fuel	\$ 25,164	\$ 27,000	\$ 34,000	\$ 44,700
01-4-080-227	Janitorial Supplies	\$ 273	\$ 500	\$ 500	\$ 500
01-4-080-229	Tools & Other Supplies	\$ 3,907	\$ 6,621	\$ 6,600	\$ 6,624
01-4-080-250	Small Equipment	\$ 1,132	\$ 3,600	\$ 3,600	\$ -
	<b>Total Supplies</b>	<b>\$ 36,170</b>	<b>\$ 44,825</b>	<b>\$ 51,000</b>	<b>\$ 58,827</b>
01-4-080-301	Building Maintenance	\$ 14	\$ 100	\$ 100	\$ 100
01-4-080-302	Heat & A/C Maintenance	\$ -	\$ 250	\$ 250	\$ 250
01-4-080-333	Street Maintenance	\$ 26,375	\$ 28,710	\$ 28,710	\$ 32,148
01-4-080-334	Sign Maintenance	\$ 9,042	\$ 16,116	\$ 16,116	\$ 20,650
01-4-080-335	Seal Coating	\$ 93,499	\$ 100,000	\$ 100,000	\$ 100,000
01-4-080-336	Sidewalks	\$ 1,057	\$ 1,000	\$ 1,000	\$ 5,000
01-4-080-337	Street Sweeping	\$ 360	\$ 750	\$ 750	\$ -
01-4-080-338	Drainage Maintenance	\$ 2,012	\$ 1,400	\$ 1,400	\$ -
	<b>Total Facility Maintenance</b>	<b>\$ 132,359</b>	<b>\$ 148,326</b>	<b>\$ 148,326</b>	<b>\$ 158,148</b>
01-4-080-402	Equipment & Machinery Maint.	\$ 7,574	\$ 8,900	\$ 7,000	\$ 9,000
01-4-080-403	Vehicle Maintenance	\$ 6,915	\$ 7,846	\$ 7,800	\$ 8,680
01-4-080-407	Radio Maintenance	\$ 249	\$ 500	\$ 250	\$ 250
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 14,738</b>	<b>\$ 17,246</b>	<b>\$ 15,050</b>	<b>\$ 17,930</b>
01-4-080-510	Dues & Publications	\$ 36	\$ 340	\$ 340	\$ 290
01-4-080-512	Registration & Tuition	\$ -	\$ 200	\$ 200	\$ 250
01-4-080-513	Travel & Meals	\$ -	\$ 250	\$ 250	\$ 350
01-4-080-550	Insurance-General Liability	\$ 495	\$ 850	\$ 800	\$ 850
01-4-080-554	Insurance-Automobile	\$ 4,253	\$ 6,000	\$ 6,252	\$ 6,000
01-4-080-555	Insurance-Mobile Equipment	\$ 1,728	\$ 2,100	\$ 2,108	\$ 2,100
01-4-080-556	Insurance-Real Property	\$ 697	\$ 850	\$ 673	\$ 850
01-4-080-562	Engineering	\$ 16,370	\$ 20,000	\$ 20,000	\$ 20,000
01-4-080-573	Waste Haul Charges	\$ 3,181	\$ 3,125	\$ 3,125	\$ 3,300
01-4-080-581	Communication Services	\$ 266	\$ 350	\$ 350	\$ 350
01-4-080-583	Electric Service	\$ 7,310	\$ 8,100	\$ 7,700	\$ 7,700
01-4-080-585	Street Lighting	\$ 160,687	\$ 174,000	\$ 170,000	\$ 174,000
	<b>Total Services</b>	<b>\$ 195,023</b>	<b>\$ 216,165</b>	<b>\$ 211,798</b>	<b>\$ 216,040</b>

**Streets Continued**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-080-802	Machinery & Equipment	\$ -	\$ 16,500	\$ 16,500	\$ -
01-4-080-803	Vehicles	\$ -	\$ 15,000	\$ 15,000	\$ -
01-4-080-852	Street Sign Project	\$ -	\$ 25,000	\$ 25,000	\$ 15,000
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 56,500</b>	<b>\$ 56,500</b>	<b>\$ 15,000</b>
01-4-080-903	Transfer to GF Capital Projects Fund	\$ 19,676	\$ -	\$ -	\$ -
01-4-080-904	Transfer to GF Capital Equip Fund	\$ 80,000	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 99,676</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Streets</b>	<b>\$ 783,536</b>	<b>\$ 852,383</b>	<b>\$ 851,995</b>	<b>\$ 908,779</b>

**Streets**

Account Number	Description	Amount
01-4-080-220	<b>Clothing Supplies</b> - Uniform rental - 8 employees \$ 3,224 - Steel toed boots - 11 pair \$ 1,595 - Gloves \$ 260 - Foul weather gear \$ 150	\$ 5,229
229	<b>Tools &amp; Other Supplies</b> - Asphalt saw blades - 12 boxes \$ 2,100 - Concrete saw blades \$ 550 - Shovels & picks \$ 900 - Asphalt rakes \$ 516 - Asphalt brooms \$ 140 - Sprayers \$ 184 - Hammers, lathes, wood stakes, etc. \$ 941 - Safety gear & vests \$ 345 - Safety signs & supplies \$ 350 - Batteries \$ 98 - Loppers \$ 180 - Ice and other supplies \$ 320	\$ 6,624
333	<b>Street Maintenance</b> - Spec base material - 550 tons \$ 2,888 - Hot mix asphalt - 500 tons \$ 25,000 - Thermoplastic \$ 4,000 - Marking paint \$ 120 - Propane \$ 140	\$ 32,148
334	<b>Sign Maintenance</b> - Belton Historical markers \$ 2,500 - Replacement and maintenance of traffic control and street name signs to include hardware and accessories \$ 18,150	\$ 20,650
335	<b>Seal Coating</b> - Annual seal coating program to maintain adequate driving surface and eliminate water damage to streets	\$ 100,000
336	<b>Sidewalks</b> - Repair and/or replace sidewalks	\$ 5,000
510	<b>Dues &amp; Publications</b> - Herbicide exam & license \$ 250 - Other \$ 40	\$ 290
512	<b>Registration &amp; Tuition</b> - Herbicide class \$ 150 - Safety classes \$ 100	\$ 250
573	<b>Waste Haul Charges</b> - Fees for disposal of brush, trash, & tires from right-of-ways	\$ 3,300
585	<b>Street Lighting</b> - Electrical service for City street lights	\$ 174,000
852	<b>Street Sign Project</b> - Street sign project - year 2 of 2	\$ 15,000

**Description**

The Parks department is comprised of two divisions:

1. Maintenance
2. Community Center

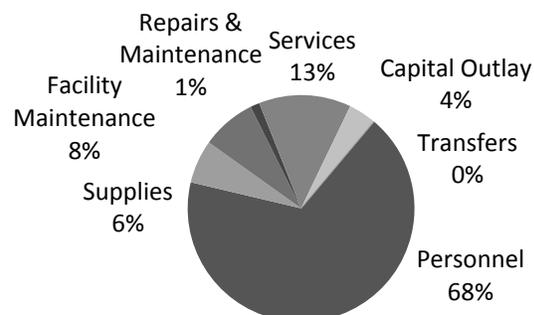
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 363,071	\$ 420,189	\$ 420,189	\$ 502,974
Supplies	\$ 53,992	\$ 39,518	\$ 37,110	\$ 45,895
Facility Maintenance	\$ 54,720	\$ 60,516	\$ 56,100	\$ 57,960
Repairs & Maintenance	\$ 10,169	\$ 10,200	\$ 9,910	\$ 9,710
Services	\$ 68,645	\$ 77,107	\$ 74,904	\$ 97,920
Capital Outlay	\$ 21,626	\$ 21,150	\$ 21,002	\$ 29,600
Transfers	\$ 46,000	\$ 23,237	\$ 23,237	\$ -
<b>Total</b>	<b>\$ 618,223</b>	<b>\$ 651,917</b>	<b>\$ 642,452</b>	<b>\$ 744,059</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Parks Superintendent	1	1	1
Community Center Manager	1	1	1
Asst Parks Superintendant	1	1	1
St. Maintenance Worker	0	0	1
Maintenance Worker II	2	2	2
Maintenance Worker I	6	6	6
Student Workers - 2	Part Time	Part Time	Part Time
<b>Total</b>	<b>11</b>	<b>11</b>	<b>12</b>



## Mission

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To provide clean, safe and well-maintained outdoor recreation space and park lands to the citizens of Belton.

## Description

---

- Mows all City parks and recreation areas.
- Picks up trash and debris within City parks and recreation areas.
- Maintains and repairs City park facilities and playground equipment as needed.
- Maintains athletic fields.
- Provides pest and weed control within City parks and facilities.

## Accomplishments

---

- Maintained the South Penelope, East Belton, and North Belton cemeteries.
- Built South Wall Tiger Park splash pad, playground, and pavilion. (6B, 10B)
- Installed metal roofing over ball field stands in Jaycee Field and Heritage Park. (6C)
- Installed new fencing at Yettie Polk Park parking lot. (6C)
- Installed additional trash receptacles in parks. (6C)
- Completed Harris Park at the Harris Community Center utilizing a Texas Parks & Wildlife Grant. (1E, 6B, 10B)
- Designed and began construction of new park in south Belton utilizing a Texas Parks & Wildlife Grant. (1E, 6A, 6B, 10B)
- Built Lions softball field utilizing citizen donations. (6B, 10B)
- Built restrooms in Yettie Polk Park (6B, 10B)
- Replaced ball field scoreboards in Heritage Park. (6C)
- Installed metal roofing over ball field stands in Chisholm Trail Park. (6C)

## Goals

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- Install erosion control devices along the banks of Nolan Creek in Yettie Polk Park. (6C)
- Install additional trash receptacles in parks. (6C)
- Update parks master plan. (10B)
- Educate public on park rules and regulations. (2A, 4C)
- Replace metal stairs on concession stand in Heritage Park. (6C)
- Replace metal roof on concession stand in Jaycee Field. (6C)
- Overlay jogging trail in Quail Meadows Park. (6C)

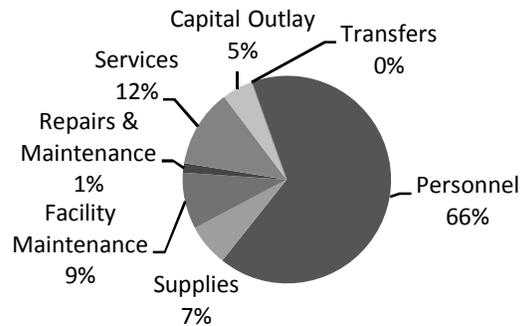
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 309,740	\$ 336,135	\$ 336,135	\$ 411,080
Supplies	\$ 39,468	\$ 33,798	\$ 32,770	\$ 40,777
Facility Maintenance	\$ 46,593	\$ 52,216	\$ 47,800	\$ 54,460
Repairs & Maintenance	\$ 10,069	\$ 10,000	\$ 9,800	\$ 8,810
Services	\$ 51,219	\$ 54,642	\$ 54,180	\$ 75,451
Capital Outlay	\$ 21,626	\$ 21,150	\$ 21,002	\$ 29,600
Transfers	\$ 46,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 524,715</b>	<b>\$ 507,941</b>	<b>\$ 501,687</b>	<b>\$ 620,178</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Park Acreage Developed	146.5	153.5	153.5
Park Acreage Undevelop.	30.5	30.5	30.5
Playgrounds	14	16	16
Ball Fields	14	14	14
Sports Courts	8	11	11
Pavilions	6	6	6
Amphitheaters	1	1	1
Miles of Trails	3.5	4.25	4.25
Mowing Hours	4,110	4,500	4,510
Building Maintenance Hrs.	200	200	200
Park Repair Hours	62	75	80
Equipment Maint. Hours	386	400	404
Trash Pickup Hours	1,000	1,000	1,010



**Parks - Maintenance**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-091-101	Salaries-Administrative	\$ 12,386	\$ 12,519	\$ 12,519	\$ 13,075
01-4-091-103	Salaries-Supervisory	\$ 72,419	\$ 74,452	\$ 74,452	\$ 78,478
01-4-091-104	Salaries-Operations	\$ 136,788	\$ 156,928	\$ 156,928	\$ 159,721
01-4-091-107	Salaries-Overtime	\$ 3,389	\$ 4,628	\$ 4,628	\$ 4,764
01-4-091-108	Salaries-Part Time	\$ 8,096	\$ 6,720	\$ 6,720	\$ 32,000
01-4-091-109	Contract Labor	\$ 5,445	\$ -	\$ -	\$ -
01-4-091-113	Health Insurance Allowance	\$ 726	\$ 1,807	\$ 1,807	\$ -
01-4-091-121	TMRS	\$ 17,431	\$ 19,376	\$ 19,376	\$ 20,534
01-4-091-122	FICA	\$ 17,442	\$ 19,665	\$ 19,665	\$ 21,154
01-4-091-123	Employee Insurance	\$ 27,677	\$ 30,714	\$ 30,714	\$ 39,346
01-4-091-124	Workers' Comp. Insurance	\$ 7,608	\$ 8,881	\$ 8,881	\$ 7,175
01-4-091-125	Unemployment Compensation	\$ 333	\$ 445	\$ 445	\$ 1,005
01-4-091-150	New Personnel Requests	\$ -	\$ -	\$ -	\$ 33,828
	<b>Total Personnel</b>	<b>\$ 309,740</b>	<b>\$ 336,135</b>	<b>\$ 336,135</b>	<b>\$ 411,080</b>
01-4-091-201	Office Supplies	\$ 162	\$ 150	\$ 150	\$ 200
01-4-091-202	Postage	\$ 41	\$ 50	\$ 20	\$ 25
01-4-091-220	Clothing Supplies	\$ 3,938	\$ 4,633	\$ 4,600	\$ 4,782
01-4-091-221	Chemical Supplies	\$ 3,323	\$ 8,500	\$ 8,500	\$ 6,045
01-4-091-222	Fuel	\$ 11,621	\$ 11,000	\$ 15,000	\$ 20,200
01-4-091-227	Janitorial Supplies	\$ 1,770	\$ 2,500	\$ 2,500	\$ 2,500
01-4-091-229	Tools & Other Supplies	\$ 4,690	\$ 1,565	\$ 2,000	\$ 2,000
01-4-091-250	Small Equipment	\$ 13,923	\$ 5,400	\$ -	\$ 5,025
	<b>Total Supplies</b>	<b>\$ 39,468</b>	<b>\$ 33,798</b>	<b>\$ 32,770</b>	<b>\$ 40,777</b>
01-4-091-301	Building Maintenance	\$ 4,364	\$ 2,500	\$ 2,500	\$ 2,500
01-4-091-302	Heat & A/C Maintenance	\$ 109	\$ 300	\$ 300	\$ 300
01-4-091-332	Splash Pad Maintenance	\$ 2,008	\$ 10,000	\$ 10,000	\$ 10,000
01-4-091-333	Park Maintenance	\$ 40,112	\$ 39,416	\$ 35,000	\$ 41,660
	<b>Total Facility Maintenance</b>	<b>\$ 46,593</b>	<b>\$ 52,216</b>	<b>\$ 47,800</b>	<b>\$ 54,460</b>
01-4-091-402	Equipment & Machinery Maint.	\$ 8,298	\$ 7,500	\$ 7,500	\$ 6,010
01-4-091-403	Vehicle Maintenance	\$ 1,526	\$ 2,000	\$ 2,000	\$ 2,500
01-4-091-406	Computer Maintenance	\$ 15	\$ -	\$ -	\$ -
01-4-091-407	Radio Maintenance	\$ 230	\$ 500	\$ 300	\$ 300
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 10,069</b>	<b>\$ 10,000</b>	<b>\$ 9,800</b>	<b>\$ 8,810</b>
01-4-091-510	Dues & Publications	\$ 122	\$ 267	\$ 300	\$ 811
01-4-091-512	Registration & Tuition	\$ 60	\$ 550	\$ 550	\$ 640
01-4-091-513	Travel & Meals	\$ 188	\$ 600	\$ 300	\$ 600
01-4-091-550	Insurance-General Liability	\$ 434	\$ 700	\$ 700	\$ 700
01-4-091-554	Insurance-Automobile	\$ 1,109	\$ 1,600	\$ 1,862	\$ 1,900
01-4-091-555	Insurance-Mobile Equipment	\$ 566	\$ 675	\$ 692	\$ 700
01-4-091-556	Insurance-Real Property	\$ 2,202	\$ 2,700	\$ 2,114	\$ 2,700
01-4-091-570	Special Services	\$ 1,324	\$ 1,400	\$ 1,062	\$ 19,200
01-4-091-571	Historical Survey	\$ 870	\$ -	\$ -	\$ -
01-4-091-581	Communication Services	\$ 1,642	\$ 1,400	\$ 1,900	\$ 1,900
01-4-091-582	Gas Service	\$ 1,446	\$ 450	\$ 600	\$ 600
01-4-091-583	Electric Service	\$ 1,901	\$ 2,100	\$ 2,100	\$ 2,200
01-4-091-584	Trail Lighting	\$ -	\$ 10,200	\$ -	\$ 11,000
01-4-091-585	Park Lighting	\$ 39,355	\$ 32,000	\$ 42,000	\$ 32,500
	<b>Total Services</b>	<b>\$ 51,219</b>	<b>\$ 54,642</b>	<b>\$ 54,180</b>	<b>\$ 75,451</b>

**Parks - Maintenance Continued**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-091-801	Buildings	\$ -	\$ -	\$ -	\$ 12,000
01-4-091-802	Machinery & Equipment	\$ 6,525	\$ 8,500	\$ 8,352	\$ 17,600
01-4-091-803	Vehicles	\$ 15,101	\$ -	\$ -	\$ -
01-4-091-850	Park Facilities	\$ -	\$ 12,650	\$ 12,650	\$ -
	<b>Total Capital Outlay</b>	<b>\$ 21,626</b>	<b>\$ 21,150</b>	<b>\$ 21,002</b>	<b>\$ 29,600</b>
01-4-091-946	Transfer to Baseball Tomorrow Fund	\$ 46,000	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 46,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Parks - Maintenance</b>	<b>\$ 524,715</b>	<b>\$ 507,941</b>	<b>\$ 501,687</b>	<b>\$ 620,178</b>

**Parks - Maintenance**

Account Number	Description	Amount
01-4-091-220	<b>Clothing Supplies</b> - Steel toed boots - 9 pairs \$ 1,305 - Safety equipment, gloves, & foul-weather gear \$ 305 - Uniform rental \$ 3,172	\$ 4,782
221	<b>Chemical Supplies</b> - Weed killer \$ 2,400 - Fertilizer \$ 1,125 - Herbicide \$ 1,680 - Pesticides \$ 840	\$ 6,045
227	<b>Janitorial Supplies</b> - Cleaning and paper supplies for park restrooms and pavilions	\$ 2,500
229	<b>Tools &amp; Other Supplies</b> - Sprayers \$ 204 - Loppers & rakes \$ 630 - Hammers \$ 90 - Grinders, saws, and other hand tools \$ 441 - Tape measures \$ 45 - Ice & other miscellaneous supplies \$ 590	\$ 2,000
250	<b>Small Equipment</b> - Three (3) weed eaters \$ 1,125 - Ten (10) stationary trash cans \$ 3,000 - Two (2) benches \$ 900	\$ 5,025
301	<b>Building Maintenance</b> - Repair and maintenance of park buildings & restrooms	\$ 2,500
332	<b>Splash Pad Maintenance</b> - Electricity \$ 2,000 - Chemicals \$ 5,000 - General maintenance & vandalism repair \$ 3,000	\$ 10,000
333	<b>Park Maintenance</b> - Fence installation & repairs \$ 13,600 - Tree trimming & brush clearing \$ 8,000 - Playground equipment repairs \$ 2,400 - Irrigation repairs \$ 4,000 - Electrical repairs \$ 4,800 - Tree replacement \$ 5,000 - Graffiti removal \$ 1,760 - Water fountain repairs \$ 2,100	\$ 41,660
510	<b>Dues &amp; Publications</b> - American Public Works Association dues \$ 150 - Texas Structural Pest Control license - 4 staff \$ 364 - Texas Turf & Grass dues - 2 staff \$ 280 - TDA license \$ 17	\$ 811
512	<b>Registration &amp; Tuition</b> - Pest control continuing education - 3 staff \$ 270 - Texas Turf & Grass seminar - 3 staff \$ 270 - Other \$ 100	\$ 640

**Parks - Maintenance Continued**

Account Number	Description	Amount
01-4-091-570	<b>Special Services</b> - Advertising \$ 200 - Trout drop \$ 1,000 - Movie in the Park \$ 3,000 - 4th of July fireworks \$ 15,000	\$ 19,200
585	<b>Park Lighting</b> - Electricity for lighting of parks and playing fields	\$ 32,500
801	<b>Buildings</b> - Metal siding on parks office \$ 5,500 - Renovate Heritage Park restrooms \$ 6,500	\$ 12,000
802	<b>Machinery &amp; Equipment</b> - Top dresser machine \$ 10,400 - Zero turn mower \$ 7,200	\$ 17,600

## Mission

---

Manages, maintains, and schedules the use of the T.B. Harris Community Center.

## Description

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- Manages the Harris Center, including coordinating events, bookings, lease agreements, and marketing.
- Ensures condition of facilities for events by working with City staff and outside contractors.
- Oversight and scheduling of maintenance and custodial functions at Harris Center.
- Schedules and coordinates leasing of other City park facilities.

## Accomplishments

---

- Revised the Harris Community Center policies and procedures. (2A, 4C)
- Coordinated league and association use of athletic fields. (1G, 10B))
- Developed brochure for marketing facility. (2A, 4C)
- Developed web page for center. (4B, 4C)

## Goals

---

- Refine center policies and procedures. (2A, 4C)
- Develop logo for branding of facility. (2A)
- Actively market facility by visiting community groups. (2A)
- Increase facility rental by 25%.
- Increase retention of events by 20%.
- Develop bridal showcase to be held at Harris Center. (2A)
- Host Business after Hours in conjunction with Chamber of Commerce. (1G, 2A)
- Assist in Christmas on Chisholm Trail, Movies in the Park, and other City sponsored functions at park facilities. (2A, 2B)

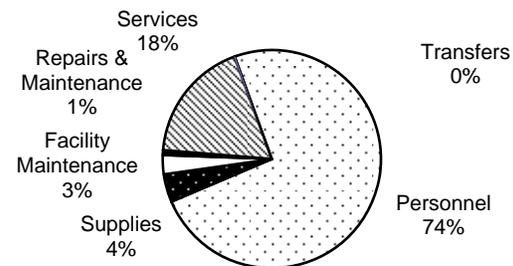
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 53,331	\$ 84,054	\$ 84,054	\$ 91,894
Supplies	\$ 14,524	\$ 5,720	\$ 4,340	\$ 5,118
Facility Maintenance	\$ 8,127	\$ 8,300	\$ 8,300	\$ 3,500
Repairs & Maintenance	\$ 100	\$ 200	\$ 110	\$ 900
Services	\$ 17,426	\$ 22,465	\$ 20,724	\$ 22,469
Transfers	\$ -	\$ 23,237	\$ 23,237	\$ -
<b>Total</b>	<b>\$ 93,508</b>	<b>\$ 143,976</b>	<b>\$ 140,765</b>	<b>\$ 123,881</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Number of Events	303	435	525
Cancellations	3	3	3
Event Retention	41%	78%	80%



**Parks - Community Center**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-092-102	Salaries-Professional	\$ 36,062	\$ 40,753	\$ 40,753	\$ 43,179
01-4-092-104	Salaries-Operations	\$ 4,440	\$ 22,583	\$ 22,583	\$ 23,727
01-4-092-107	Salaries-Overtime	\$ 107	\$ 452	\$ 452	\$ 2,178
01-4-092-114	Vehicle/Communications Allowance	\$ 1,590	\$ 1,620	\$ 1,620	\$ 2,040
01-4-092-121	TMRS	\$ 3,269	\$ 5,063	\$ 5,063	\$ 5,704
01-4-092-122	FICA	\$ 3,228	\$ 5,004	\$ 5,004	\$ 5,441
01-4-092-123	Employee Insurance	\$ 3,947	\$ 7,535	\$ 7,535	\$ 8,632
01-4-092-124	Workers' Comp. Insurance	\$ 522	\$ 954	\$ 954	\$ 795
01-4-092-125	Unemployment Compensation	\$ 166	\$ 90	\$ 90	\$ 198
	<b>Total Personnel</b>	<b>\$ 53,331</b>	<b>\$ 84,054</b>	<b>\$ 84,054</b>	<b>\$ 91,894</b>
01-4-092-201	Office Supplies	\$ 954	\$ 1,000	\$ 700	\$ 700
01-4-092-202	Postage	\$ 1	\$ 100	\$ 100	\$ 100
01-4-092-220	Clothing Supplies	\$ 91	\$ 500	\$ 240	\$ 338
01-4-092-221	Chemical Supplies	\$ 239	\$ 500	\$ 250	\$ 500
01-4-092-227	Janitorial Supplies	\$ 710	\$ 1,500	\$ 1,050	\$ 1,200
01-4-092-229	Tools & Other Supplies	\$ 5,648	\$ 2,120	\$ 2,000	\$ 2,280
01-4-092-250	Small Equipment	\$ 6,881	\$ -	\$ -	\$ -
	<b>Total Supplies</b>	<b>\$ 14,524</b>	<b>\$ 5,720</b>	<b>\$ 4,340</b>	<b>\$ 5,118</b>
01-4-092-301	Building Maintenance	\$ 7,995	\$ 7,300	\$ 7,300	\$ 2,500
01-4-092-302	Heat & A/C Maintenance	\$ 132	\$ 1,000	\$ 1,000	\$ 1,000
	<b>Total Facility Maintenance</b>	<b>\$ 8,127</b>	<b>\$ 8,300</b>	<b>\$ 8,300</b>	<b>\$ 3,500</b>
01-4-092-404	Office Equipment Maintenance	\$ -	\$ -	\$ -	\$ 500
01-4-092-406	Computer Maintenance	\$ 100	\$ 200	\$ 110	\$ 400
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 100</b>	<b>\$ 200</b>	<b>\$ 110</b>	<b>\$ 900</b>
01-4-092-501	Advertising & Marketing	\$ 1,453	\$ 2,665	\$ 2,665	\$ 2,275
01-4-092-510	Dues & Publications	\$ 205	\$ 200	\$ 200	\$ 744
01-4-092-512	Registration & Tuition	\$ 295	\$ 400	\$ -	\$ -
01-4-092-513	Travel & Meals	\$ 24	\$ -	\$ -	\$ 100
01-4-092-556	Insurance-Real Property	\$ 1,758	\$ 2,200	\$ 1,709	\$ 2,200
01-4-092-570	Special Services	\$ 400	\$ -	\$ -	\$ -
01-4-092-581	Communication Services	\$ 701	\$ 800	\$ 850	\$ 850
01-4-092-582	Gas Service	\$ 2,860	\$ 4,200	\$ 4,300	\$ 4,300
01-4-092-583	Electric Service	\$ 9,730	\$ 12,000	\$ 11,000	\$ 12,000
	<b>Total Services</b>	<b>\$ 17,426</b>	<b>\$ 22,465</b>	<b>\$ 20,724</b>	<b>\$ 22,469</b>
01-4-092-903	Transfer to GF Capital Projects Fund	\$ -	\$ 23,237	\$ 23,237	\$ -
	<b>Total Transfers</b>	<b>\$ -</b>	<b>\$ 23,237</b>	<b>\$ 23,237</b>	<b>\$ -</b>
	<b>Total Parks - Community Center</b>	<b>\$ 93,508</b>	<b>\$ 143,976</b>	<b>\$ 140,765</b>	<b>\$ 123,881</b>
	<b>Total Parks</b>	<b>\$ 618,223</b>	<b>\$ 651,917</b>	<b>\$ 642,452</b>	<b>\$ 744,059</b>

**Parks - Community Center**

Account Number	Description	Amount
01-4-092-220	<b>Clothing Supplies</b>	
	- Laundry cleaning	\$ 168
	- Boots	\$ 120
	- Winter coat	\$ 50
		<b>\$ 338</b>
221	<b>Chemical Supplies</b>	
	- Pesticides	\$ 300
	- Plant food	\$ 200
		<b>\$ 500</b>
227	<b>Janitorial Supplies</b>	
	- Cleaning and paper supplies for community center	
		<b>\$ 1,200</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Twenty (20) 60" round banquet tables	
		<b>\$ 2,280</b>
301	<b>Building Maintenance</b>	
	- Termite contract	\$ 300
	- General repair and maintenance of community center	\$ 2,200
		<b>\$ 2,500</b>
404	<b>Office Equipment Maintenance</b>	
	- Microphone replacements	
		<b>\$ 500</b>
501	<b>Advertising &amp; Marketing</b>	
	- Business after Hours	\$ 500
	- Direct mail flyer & postage	\$ 725
	- Wedding & Party Ideas directory	\$ 700
	- Temple Daily Telegram Bridal Expo	\$ 350
		<b>\$ 2,275</b>
510	<b>Dues &amp; Publications</b>	
	- Local community organization	
		<b>\$ 744</b>



**Description**

The Development Services department is comprised of two divisions:

1. Planning
2. Inspections

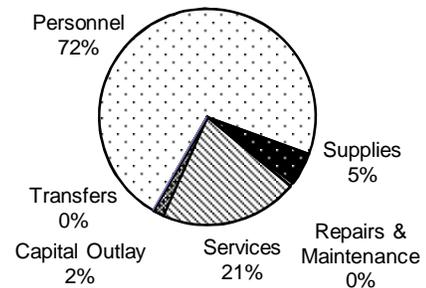
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 249,835	\$ 248,405	\$ 248,405	\$ 282,596
Supplies	\$ 16,329	\$ 17,070	\$ 16,220	\$ 19,250
Repairs & Maintenance	\$ 2,530	\$ 2,815	\$ 2,335	\$ 2,250
Services	\$ 68,352	\$ 82,130	\$ 71,772	\$ 80,655
Capital Outlay	\$ -	\$ -	\$ -	\$ 6,500
Transfers	\$ 5,700	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 342,746</b>	<b>\$ 350,420</b>	<b>\$ 338,732</b>	<b>\$ 391,251</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Director of Dev. Services	1	1	1
Building Official	1	1	1
Assistant Building Official	1	1	1
Code Enforcement Officer	1	1	1
GIS Mapping Technician	0	1	1
Secretary	1	1	1
<b>Total</b>	<b>5</b>	<b>6</b>	<b>6</b>



## Mission

---

To monitor the orderly growth of the City and foster compliance with the City's development standards and ordinances.

## Description

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- Reviews subdivision plats and zoning requests in relation to City Master Plans.
- Reviews plans and specifications for subdivisions and building projects within the city.
- Monitors development in the City's one (1) mile extra territorial jurisdiction (ETJ).
- Represents the City staff and keeps records and minutes for the Planning and Zoning Commissions and the Zoning Board of Adjustments.
- Maintains records of zoning and subdivisions within the City.
- Provides addressing of all properties in the City.
- Monitors development within the flood plain.
- Monitors stormwater management requirements.

## Accomplishments

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- Revised development and design standards emphasizing neighborhood and historic preservation. (1H, 7B)
- Implemented year 1 of the stormwater master plan requirements relating to erosion and sedimentation control. (7A)
- Developed sign ordinance. (7B)
- Updated zoning map. (7B)
- Added zoning ordinance and design standards manual to City web site. (2A, 2B)

## Goals

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- Continue to monitor development in City's ETJ to assure compliance with subdivision ordinance. (7A, 7D)
- Develop a land clearing and tree preservation program. (1H, 7B)
- Input addressing and zoning maps and files into the GIS system. (1C, 4B)
- Implement Historic Preservation program. (1H)

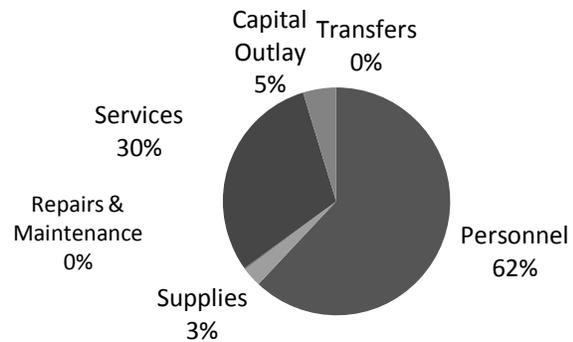
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 66,218	\$ 62,828	\$ 62,828	\$ 85,302
Supplies	\$ 3,745	\$ 3,050	\$ 3,150	\$ 3,850
Repairs & Maintenance	\$ -	\$ 615	\$ 635	\$ 300
Services	\$ 28,527	\$ 43,085	\$ 42,260	\$ 41,595
Capital Outlay	\$ -	\$ -	\$ -	\$ 6,500
Transfers	\$ 5,700	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 104,190</b>	<b>\$ 109,578</b>	<b>\$ 108,873</b>	<b>\$ 137,547</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Zoning Cases	15	18	15
Plats	4	10	8
Administrative Plats	9	13	10
Re-plats	2	4	3
Plans Reviewed	165	150	130
Variances	5	3	2
Zoning Amendments	5	2	3



Development Services - Planning

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-101-101	Salaries-Administrative	\$ 40,058	\$ 40,191	\$ 40,191	\$ 41,912
01-4-101-104	Salaries-Operations	\$ 11,608	\$ 8,576	\$ 8,576	\$ 23,296
01-4-101-113	Health Insurance Allowance	\$ 557	\$ 633	\$ 633	\$ -
01-4-101-114	Vehicle/Communications Allowance	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
01-4-101-121	TMRS	\$ 4,281	\$ 4,056	\$ 4,056	\$ 5,470
01-4-101-122	FICA	\$ 4,151	\$ 4,009	\$ 4,009	\$ 5,218
01-4-101-123	Employee Insurance	\$ 2,362	\$ 2,136	\$ 2,136	\$ 6,078
01-4-101-124	Workers' Comp. Insurance	\$ 196	\$ 186	\$ 186	\$ 189
01-4-101-125	Unemployment Compensation	\$ 5	\$ 41	\$ 41	\$ 139
	<b>Total Personnel</b>	<b>\$ 66,218</b>	<b>\$ 62,828</b>	<b>\$ 62,828</b>	<b>\$ 85,302</b>
01-4-101-201	Office Supplies	\$ 839	\$ 500	\$ 800	\$ 1,000
01-4-101-202	Postage	\$ 599	\$ 800	\$ 600	\$ 600
01-4-101-229	Tools & Other Supplies	\$ 1,668	\$ 1,750	\$ 1,750	\$ 1,750
01-4-101-250	Small Equipment	\$ 639	\$ -	\$ -	\$ 500
	<b>Total Supplies</b>	<b>\$ 3,745</b>	<b>\$ 3,050</b>	<b>\$ 3,150</b>	<b>\$ 3,850</b>
01-4-010-404	Office Equipment Maintenance	\$ -	\$ -	\$ 20	\$ 100
01-4-101-406	Computer Equipment Maintenance	\$ -	\$ 615	\$ 615	\$ 200
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ -</b>	<b>\$ 615</b>	<b>\$ 635</b>	<b>\$ 300</b>
01-4-101-501	Advertising & Public Notices	\$ 408	\$ 1,000	\$ -	\$ 500
01-4-101-510	Dues & Publications	\$ 466	\$ 710	\$ 1,710	\$ 895
01-4-101-512	Registration & Tuition	\$ 2,321	\$ 4,625	\$ 4,625	\$ 5,700
01-4-101-513	Travel & Meals	\$ 2,597	\$ 2,875	\$ 2,875	\$ 3,800
01-4-101-550	Insurance-General Liability	\$ 248	\$ 425	\$ 400	\$ 425
01-4-101-562	Engineering	\$ 21,520	\$ 30,000	\$ 30,000	\$ 27,000
01-4-101-570	Special Services	\$ 450	\$ 2,800	\$ 2,000	\$ 2,300
01-4-101-581	Communication Services	\$ 517	\$ 650	\$ 650	\$ 975
	<b>Total Services</b>	<b>\$ 28,527</b>	<b>\$ 43,085</b>	<b>\$ 42,260</b>	<b>\$ 41,595</b>
01-4-101-806	Computer Equipment	\$ -	\$ -	\$ -	\$ 6,500
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,500</b>
01-4-101-904	Transfer to GF Capital Equip Fund	\$ 5,700	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 5,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Dev. Services - Planning</b>	<b>\$ 104,190</b>	<b>\$ 109,578</b>	<b>\$ 108,873</b>	<b>\$ 137,547</b>

**Development Services - Planning**

Account Number	Description	Amount
01-4-101-201	<b>Office Supplies</b> - Miscellaneous office supplies	\$ 1,000
202	<b>Postage</b> - Postage for P&Z notifications and agendas	\$ 600
229	<b>Tools &amp; Other Supplies</b> - Plotter supplies \$ 1,500 - Drafting supplies and markers \$ 250	\$ 1,750
250	<b>Small Equipment</b> - Handheld GPS unit	\$ 500
501	<b>Advertising &amp; Public Notices</b> - Public notices for code changes	\$ 500
510	<b>Dues &amp; Publications</b> - American Planning Association dues \$ 400 - Zoning & land use bulletins \$ 160 - Congress for the New Urbanism \$ 185 - Historic preservation \$ 150	\$ 895
512	<b>Registration &amp; Tuition</b> - Texas American Planning Association conference \$ 400 - Zoning & Land Use Laws \$ 200 - TCEQ/EPA Stormwater \$ 400 - Congress for the New Urbanism \$ 1,200 - ESRI Cartography \$ 1,500 - ESRI Data Management \$ 1,500 - AICP continuing education \$ 500	\$ 5,700
513	<b>Travel &amp; Meals</b> - Texas American Planning Association conference \$ 600 - Zoning & Land Use Laws \$ 200 - Congress for the New Urbanism \$ 1,200 - ESRI Cartography \$ 650 - ESRI Data Management \$ 650 - AICP continuing education \$ 500	\$ 3,800
562	<b>Engineering</b> - Ten (10) aerial topography maps \$ 7,000 - Engineering and surveying services for maps and plat review \$ 20,000	\$ 27,000
570	<b>Special Services</b> - GIS web hosting \$ 1,800 - Appraisals & broker's opinions \$ 500	\$ 2,300
806	<b>Computer Equipment</b> - Plotter	\$ 6,500

## Mission

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Enforce the City's building, plumbing, electrical and mechanical codes and City ordinances to ensure the construction and maintenance of safe residential and commercial structures.

## Description

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- Reviews plans for building, zoning, code requirements.
- Issues permits for building, plumbing, electrical and mechanical construction.
- Inspects construction work within the City to verify compliance with adopted codes and standards.
- Issues/checks licenses to insure all construction work is done by qualified personnel.
- Maintains records of construction activity and related matters.
- Investigates complaints from citizens concerning City ordinances.
- Initiates complaints on properties found to be in violation of City ordinances.
- Provides abatement of junked vehicles within the jurisdiction of the City.
- Gather evidence and prepare cases for prosecution purposes in junked vehicle, and other City ordinance cases.
- Removes unsafe structures either through rehabilitation or condemnation.

## Accomplishments

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- Monitored dilapidated buildings to protect the health and safety of the community. (1H, 7D)
- Aggressively pursued non-compliance issues in Municipal Court. (7D)
- Revised modified weed abatement ordinance. (7D)
- Implemented a mobile reporting/documentation system for code enforcement project and case tracking. (4B, 7A)
- Adopted new FEMA flood maps and local flood plain management ordinance. (7D)

## Goals

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- Continue to monitor dilapidated buildings to protect the health and safety of the community. (1H, 7D)
- Continue to aggressively pursue non-compliance issues in Municipal Court. (7D)
- Streamline and improve record keeping and access to permit data. (2B, 4C)
- Adopt 2009 Building International Codes with amendments needed to insure competitive building market standing. (7D)

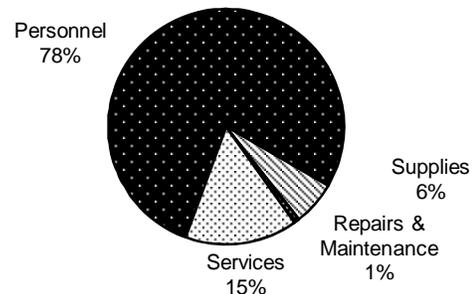
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 183,617	\$ 185,577	\$ 185,577	\$ 197,294
Supplies	\$ 12,584	\$ 14,020	\$ 13,070	\$ 15,400
Repairs & Maintenance	\$ 2,530	\$ 2,200	\$ 1,700	\$ 1,950
Services	\$ 39,825	\$ 39,045	\$ 29,512	\$ 39,060
<b>Total</b>	<b>\$ 238,556</b>	<b>\$ 240,842</b>	<b>\$ 229,859</b>	<b>\$ 253,704</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
<b><u>Permits:</u></b>			
Building	362	693	350
Plumbing	323	205	300
Mechanical	185	129	175
Electrical	297	193	200
Water Taps	151	138	75
Sewer Taps	95	104	75
<b><u>Inspections:</u></b>			
Building	704	729	700
Plumbing	781	690	680
Mechanical	320	282	250
Electrical	765	687	700
Other	278	161	250
<b><u>Code Enforcement:</u></b>			
Abatement of Junk Vehicle	384	328	300
Abatement of Weedy Lots	1,651	1,527	1,500
Dilapidated Structures	30	20	20



Development Services - Inspections

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-102-102	Salaries-Professional	\$ 55,583	\$ 57,071	\$ 57,071	\$ 60,141
01-4-102-104	Salaries-Operations	\$ 92,397	\$ 91,843	\$ 91,843	\$ 96,585
01-4-102-113	Health Insurance Allowance	\$ 558	\$ 633	\$ 633	\$ -
01-4-102-121	TMRS	\$ 11,514	\$ 11,575	\$ 11,575	\$ 12,569
01-4-102-122	FICA	\$ 10,866	\$ 11,440	\$ 11,440	\$ 11,990
01-4-102-123	Employee Insurance	\$ 11,346	\$ 11,492	\$ 11,492	\$ 14,594
01-4-102-124	Workers' Comp. Insurance	\$ 1,345	\$ 1,372	\$ 1,372	\$ 1,083
01-4-102-125	Unemployment Compensation	\$ 8	\$ 151	\$ 151	\$ 332
	<b>Total Personnel</b>	<b>\$ 183,617</b>	<b>\$ 185,577</b>	<b>\$ 185,577</b>	<b>\$ 197,294</b>
01-4-102-201	Office Supplies	\$ 2,859	\$ 3,000	\$ 2,000	\$ 3,000
01-4-102-202	Postage	\$ 3,695	\$ 4,500	\$ 4,600	\$ 4,600
01-4-102-220	Clothing Supplies	\$ 330	\$ 300	\$ 150	\$ 100
01-4-102-222	Fuel	\$ 4,662	\$ 5,300	\$ 5,400	\$ 6,900
01-4-102-229	Tools & Other Supplies	\$ 570	\$ 920	\$ 920	\$ 800
01-4-102-250	Small Equipment	\$ 468	\$ -	\$ -	\$ -
	<b>Total Supplies</b>	<b>\$ 12,584</b>	<b>\$ 14,020</b>	<b>\$ 13,070</b>	<b>\$ 15,400</b>
01-4-102-403	Vehicle Maintenance	\$ 841	\$ 750	\$ 500	\$ 750
01-4-102-404	Office Equipment Maintenance	\$ 165	\$ -	\$ -	\$ -
01-4-102-406	Computer System Maintenance	\$ 1,391	\$ 1,200	\$ 1,200	\$ 1,200
01-4-102-407	Radio Maintenance	\$ 133	\$ 250	\$ -	\$ -
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 2,530</b>	<b>\$ 2,200</b>	<b>\$ 1,700</b>	<b>\$ 1,950</b>
01-4-102-501	Advertising & Public Notices	\$ 113	\$ 400	\$ -	\$ 400
01-4-102-510	Dues & Publications	\$ 210	\$ 1,850	\$ 2,250	\$ 1,300
01-4-102-512	Registration & Tuition	\$ 1,327	\$ 2,550	\$ 2,550	\$ 2,550
01-4-102-513	Travel & Meals	\$ 646	\$ 2,910	\$ 2,910	\$ 2,910
01-4-102-550	Insurance-General Liability	\$ 62	\$ 150	\$ 100	\$ 150
01-4-102-554	Insurance-Automobile	\$ 517	\$ 800	\$ 702	\$ 800
01-4-102-571	Demolition/Cleanup	\$ 36,199	\$ 29,385	\$ 20,000	\$ 30,000
01-4-102-581	Communication Services	\$ 751	\$ 1,000	\$ 1,000	\$ 950
	<b>Total Services</b>	<b>\$ 39,825</b>	<b>\$ 39,045</b>	<b>\$ 29,512</b>	<b>\$ 39,060</b>
	<b>Total Dev. Services - Inspections</b>	<b>\$ 238,556</b>	<b>\$ 240,842</b>	<b>\$ 229,859</b>	<b>\$ 253,704</b>
	<b>Total Dev. Services</b>	<b>\$ 342,746</b>	<b>\$ 350,420</b>	<b>\$ 338,732</b>	<b>\$ 391,251</b>

**Development Services - Inspections**

Account Number	Description	Amount
01-4-102-201	<b>Office Supplies</b> - Miscellaneous office supplies	\$ 3,000
220	<b>Clothing Supplies</b> - Boots, overshoes, & rain gear	\$ 100
229	<b>Tools &amp; Other Supplies</b> - Inspection tags \$ 500 - Other \$ 300	\$ 800
406	<b>Computer System Maintenance</b> - Invision Building Inspection application maintenance \$ 1,023 - Trend Micro Antivirus upgrade \$ 90 - Other \$ 87	\$ 1,200
501	<b>Advertising &amp; Public Notices</b> - Public notices for code changes	\$ 400
510	<b>Dues &amp; Publications</b> - BOAT membership dues - 2 staff \$ 200 - SBCCI membership dues - 2 staff \$ 300 - State plumbing license renewal - 2 staff \$ 200 - Code enforcement license renewal - 3 staff \$ 300 - International Building Codes \$ 300	\$ 1,300
512	<b>Registration &amp; Tuition</b> - International Residential Code training - 3 staff \$ 525 - Energy Code training - 2 staff \$ 250 - Plumbing license continuing education - 2 staff \$ 150 - Municipal Inspector training - 3 staff \$ 375 - Plumbing Inspector testing - 2 staff \$ 200 - Building Professionals Institute - 3 staff \$ 1,050	\$ 2,550
513	<b>Travel &amp; Meals</b> - SBCCI, Residential & Energy Code training - 3 staff \$ 450 - Building Professionals Institute - 3 staff \$ 960 - Meals and lodging for training and schools \$ 1,500	\$ 2,910
571	<b>Demolition/Cleanup</b> - Demolition of dilapidated structures	\$ 30,000

## Mission

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To enrich the community of Belton by providing quality materials and services of informational, educational, leisure, and cultural value.

## Description

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- Provides books and other materials for two-week loans with renewal privileges.
- Provides encyclopedias and reference books for use in the Library as well as access to the Internet.
- Maintains for the visually handicapped a collection of large print books that is augmented by loans through the Central Texas Library System.
- Provides a summer reading program for children and story time for pre-school children.
- Provides a “Children’s Room” containing a collection of books and materials specially selected for preschool through 7<sup>th</sup> grade readers.
- Responds to telephone information queries.
- Assists patrons searching for information in a wide range of subjects.
- Serves in an archival capacity by collecting and preserving local history.
- Supplements the local history collection with a renowned genealogy collection of over 3,200 books, 3,000 photographs and early Texas material.
- Provides inter-library loan service.

## Accomplishments

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- Completed Library policies manual. (10A)
- Developed a volunteer training program. (3C)
- Hosted an Open House during Christmas on the Chisholm Trail. (2A)

## Goals

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- Continue efforts to expand services to the community. (2A, 3B)
- Update/consolidate cemetery records that are included in the library collection. (10A)
- Catalog Genealogy books. (10A)
- Convert online collection records to new system to improve patron and staff access and use. (2B, 4B)

(Strategic Plan goal #)

**Expenditure Summary**

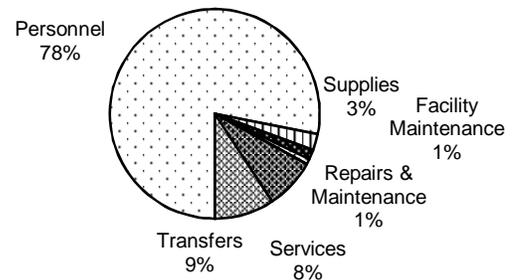
Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 161,681	\$ 172,335	\$ 172,335	\$ 185,963
Supplies	\$ 6,122	\$ 7,460	\$ 6,483	\$ 6,020
Facility Maintenance	\$ 12,361	\$ 11,400	\$ 3,700	\$ 3,500
Repairs & Maintenance	\$ 1,117	\$ 1,500	\$ 726	\$ 1,960
Services	\$ 15,090	\$ 19,485	\$ 16,887	\$ 18,573
Transfers	\$ 20,000	\$ 22,000	\$ 22,000	\$ 22,000
<b>Total</b>	<b>\$ 216,371</b>	<b>\$ 234,180</b>	<b>\$ 222,131</b>	<b>\$ 238,016</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Book Stock	22,589	24,310	26,000
Periodical Titles	14	14	14
Videos	1,059	1,123	1,250
Circulation	38,878	37,194	37,000
Genealogy Books	5,365	3,451	3,750
Visitors	27,043	35,432	38,000
Hrs of Patron Computer Use	4,888	5,289	5,500
State Funds from CTLS	\$1,792	\$0	\$0

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Librarian	1	1	1
Library Clerk II	2	2	2
Library Clerk I	2	2	2
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>



Library

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-110-102	Salaries-Professional	\$ 51,919	\$ 51,919	\$ 51,919	\$ 54,375
01-4-110-104	Salaries-Operations	\$ 72,874	\$ 81,942	\$ 81,942	\$ 87,110
01-4-110-113	Health Insurance Allowance	\$ 1,735	\$ 1,807	\$ 1,807	\$ -
01-4-110-121	TMRS	\$ 9,807	\$ 10,501	\$ 10,501	\$ 11,347
01-4-110-122	FICA	\$ 9,680	\$ 10,379	\$ 10,379	\$ 10,824
01-4-110-123	Employee Insurance	\$ 15,019	\$ 15,070	\$ 15,070	\$ 21,427
01-4-110-124	Workers' Comp. Insurance	\$ 455	\$ 492	\$ 492	\$ 385
01-4-110-125	Unemployment Compensation	\$ 192	\$ 225	\$ 225	\$ 495
	<b>Total Personnel</b>	<b>\$ 161,681</b>	<b>\$ 172,335</b>	<b>\$ 172,335</b>	<b>\$ 185,963</b>
01-4-110-201	Office Supplies	\$ 1,188	\$ 1,100	\$ 1,096	\$ 1,100
01-4-110-202	Postage	\$ 759	\$ 800	\$ 800	\$ 800
01-4-110-205	Educational Supplies	\$ 853	\$ 800	\$ 787	\$ 930
01-4-110-227	Janitorial Supplies	\$ 534	\$ 600	\$ 600	\$ 750
01-4-110-229	Tools & Other Supplies	\$ 2,788	\$ 3,160	\$ 2,200	\$ 540
01-4-110-250	Small Equipment	\$ -	\$ 1,000	\$ 1,000	\$ 1,900
	<b>Total Supplies</b>	<b>\$ 6,122</b>	<b>\$ 7,460</b>	<b>\$ 6,483</b>	<b>\$ 6,020</b>
01-4-110-301	Building Maintenance	\$ 12,209	\$ 10,200	\$ 2,500	\$ 2,500
01-4-110-302	Heat & A/C Maintenance	\$ 152	\$ 1,200	\$ 1,200	\$ 1,000
	<b>Total Facility Maintenance</b>	<b>\$ 12,361</b>	<b>\$ 11,400</b>	<b>\$ 3,700</b>	<b>\$ 3,500</b>
01-4-110-406	Computer System Maintenance	\$ 1,117	\$ 1,500	\$ 726	\$ 1,960
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 1,117</b>	<b>\$ 1,500</b>	<b>\$ 726</b>	<b>\$ 1,960</b>
01-4-110-510	Dues & Publications	\$ 100	\$ 1,475	\$ 503	\$ 1,098
01-4-110-512	Registration & Tuition	\$ 80	\$ 735	\$ 700	\$ 300
01-4-110-513	Travel & Meals	\$ 444	\$ 300	\$ 227	\$ 400
01-4-110-521	Equipment Lease	\$ 2,084	\$ 2,400	\$ 2,400	\$ 2,400
01-4-110-550	Insurance-General Liability	\$ 62	\$ 125	\$ 100	\$ 125
01-4-110-556	Insurance-Real Property	\$ 1,262	\$ 1,500	\$ 1,207	\$ 1,500
01-4-110-570	Special Services	\$ -	\$ -	\$ -	\$ 1,000
01-4-110-581	Communication Services	\$ 679	\$ 900	\$ 850	\$ 850
01-4-110-582	Gas Service	\$ 926	\$ 1,050	\$ 900	\$ 900
01-4-110-583	Electric Service	\$ 9,453	\$ 11,000	\$ 10,000	\$ 10,000
	<b>Total Services</b>	<b>\$ 15,090</b>	<b>\$ 19,485</b>	<b>\$ 16,887</b>	<b>\$ 18,573</b>
01-4-110-922	Transfer to Book Fund	\$ 20,000	\$ 22,000	\$ 22,000	\$ 22,000
	<b>Total Transfers</b>	<b>\$ 20,000</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>
	<b>Total Library</b>	<b>\$ 216,371</b>	<b>\$ 234,180</b>	<b>\$ 222,131</b>	<b>\$ 238,016</b>

**Library**

Account Number	Description	Amount
01-4-110-201	<b>Office Supplies</b>	
	- Letterhead, envelopes, & stationery	\$ 100
	- Copier & printer paper	\$ 150
	- Laser printer cartridges	\$ 260
	- Inkjet cartridges	\$ 500
	- Other office supplies	\$ 90
		<b>\$ 1,100</b>
205	<b>Educational Supplies</b>	
	- Summer reading program	\$ 480
	- Story hour program	\$ 400
	- Posters & bookmarks	\$ 50
		<b>\$ 930</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Six (6) chairs	
		<b>\$ 540</b>
250	<b>Small Equipment</b>	
	- Two (2) tables	\$ 900
	- Computer	\$ 1,000
		<b>\$ 1,900</b>
301	<b>Building Maintenance</b>	
	- Pest control	\$ 215
	- Floor service	\$ 1,200
	- Carpet cleaning	\$ 700
	- Repairs and maintenance of Library building	\$ 385
		<b>\$ 2,500</b>
406	<b>Computer System Maintenance</b>	
	- Apollo maintenance fee	\$ 1,200
	- Filtering software - public access computers	\$ 240
	- Print control software - public access computers	\$ 270
	- Design graphics software	\$ 250
		<b>\$ 1,960</b>
510	<b>Dues &amp; Publications</b>	
	- American Library Association dues	\$ 520
	- Texas Library Association dues	\$ 100
	- Texshare	\$ 228
	- Public libraries - 5 staff	\$ 250
		<b>\$ 1,098</b>
512	<b>Registration &amp; Tuition</b>	
	- Certified Public Librarian program	
		<b>\$ 300</b>
513	<b>Travel &amp; Meals</b>	
	- Small libraries management course	\$ 200
	- CTLS meetings & workshops	\$ 200
		<b>\$ 400</b>
521	<b>Equipment Lease</b>	
	- Public-access copier lease	
		<b>\$ 2,400</b>
570	<b>Special Services</b>	
	- Archival services	
		<b>\$ 1,000</b>
922	<b>Transfer to Book Fund</b>	
	- Replace outdated books	
	- Books in print	
	- Adult, children and reference books, periodicals	
		<b>\$ 22,000</b>

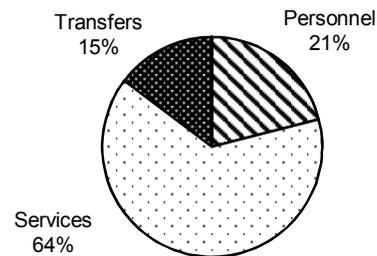
**Description**

This department contains funding for several non-departmental budget items:

- A contingency amount which allows the City to adjust for unbudgeted situations which may occur during the fiscal year. As these situations occur, funding is moved from the contingency line item to the departmental line item incurring the expense.
- The employee pay plan which was adopted in 1992. As employees receive pay increases, which are based on supervisor evaluations, funding is moved from the pay plan line item to departmental personnel line items.
- Costs directly related to the civil service system for police and fire sworn personnel are accounted for in this department.
- Several non-profit organizations as approved by City Council during the budget process.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ -	\$ 100,000	\$ 90,000	\$ 100,000
Services	\$ 213,328	\$ 198,874	\$ 165,999	\$ 305,856
Transfers	\$ 197,000	\$ 390,676	\$ 324,676	\$ 70,000
<b>Total</b>	<b>\$ 410,328</b>	<b>\$ 689,550</b>	<b>\$ 580,675</b>	<b>\$ 475,856</b>



**Other Costs**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-120-160	Pay Plan Costs	\$ -	\$ 100,000	\$ 90,000	\$ 100,000
	<b>Total Personnel</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 90,000</b>	<b>\$ 100,000</b>
01-4-120-571	Strategic Plan Elements	\$ 134,528	\$ 35,500	\$ 35,500	\$ 115,000
01-4-120-705	Civil Service Costs	\$ 9,614	\$ 12,800	\$ 10,000	\$ 12,900
01-4-120-706	Contributions	\$ 69,186	\$ 70,499	\$ 70,499	\$ 77,956
01-4-120-707	Contingency	\$ -	\$ 80,075	\$ 50,000	\$ 100,000
	<b>Total Services</b>	<b>\$ 213,328</b>	<b>\$ 198,874</b>	<b>\$ 165,999</b>	<b>\$ 305,856</b>
01-4-120-903	Transfer to Capital Projects Fund	\$ 50,000	\$ 220,676	\$ 154,676	\$ -
01-4-120-904	Transfer to Capital Equipment Fund	\$ 77,000	\$ 100,000	\$ 100,000	\$ -
01-4-120-919	Transfer to Civil Service Fund	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
	<b>Total Transfers</b>	<b>\$ 197,000</b>	<b>\$ 390,676</b>	<b>\$ 324,676</b>	<b>\$ 70,000</b>
	<b>Total Other Costs</b>	<b>\$ 410,328</b>	<b>\$ 689,550</b>	<b>\$ 580,675</b>	<b>\$ 475,856</b>

**Other Costs**

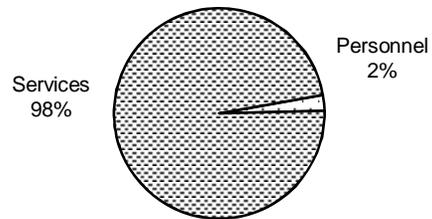
Account Number	Description	Amount
<b>01-4-120-160</b>	<b>Pay Plan Costs</b>	
	- Funding for pay plan increases for General Fund employees	\$ 75,000
	- Funding for Civil Service step increases	\$ 25,000
		<b>\$ 100,000</b>
<b>571</b>	<b>Strategic Plan Elements</b>	
	- General Fund FY 2009 strategic plan elements	
	- 1A Strategic plan update	\$ 5,000
	- 1G Federal lobbyist	\$ 80,000
	- 5A Economic Development strategic plan	\$ 30,000
		<b>\$ 115,000</b>
<b>705</b>	<b>Civil Service Costs</b>	
	- Funding for costs associated with civil service:	
	- Texas fire fighter & police officer civil service law update	\$ 100
	- Psychological testing for police officer applicants	\$ 300
	- Legal costs	\$ 5,000
	- Testing for promotions & new hires	\$ 7,500
		<b>\$ 12,900</b>
<b>706</b>	<b>Contributions</b>	
	- Belton Christian Youth Center	\$ 5,000
	- Senior Citizen's Center	\$ 10,000
	- HOT Defense Alliance	\$ 5,630
	- BISD crossing guards	\$ 21,000
	- Bell County Health District	\$ 36,326
		<b>\$ 77,956</b>
<b>707</b>	<b>Contingency</b>	
	- This appropriation is provided for in the City Charter, in an amount not to exceed 3% of the total General fund expenditures. The contingency amount is to be used in case of unforeseen items of expenditures.	
		<b>\$ 100,000</b>
<b>919</b>	<b>Transfer to Civil Service Fund</b>	
	- Sick leave accrual fund	<b>\$ 70,000</b>

**Description**

Since 1992, the City has contracted with a private firm for refuse collection services. The Refuse department contains the funding for this contract as well as funding for a portion of billing and administrative personnel costs.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 18,404	\$ 17,433	\$ 17,433	\$ 18,470
Services	\$ 698,994	\$ 689,000	\$ 712,000	\$ 741,600
<b>Total</b>	<b>\$ 717,398</b>	<b>\$ 706,433</b>	<b>\$ 729,433</b>	<b>\$ 760,070</b>



**Refuse**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-130-101	Salaries-Administrative	\$ 4,565	\$ 4,565	\$ 4,565	\$ 4,811
01-4-130-102	Salaries-Professional	\$ 2,947	\$ 2,947	\$ 2,947	\$ 3,100
01-4-130-103	Salaries-Supervisory	\$ 4,245	\$ 4,279	\$ 4,279	\$ 4,528
01-4-130-104	Salaries-Operations	\$ 3,203	\$ 2,343	\$ 2,343	\$ 2,343
01-4-130-113	Health Insurance Allowance	\$ 101	\$ 90	\$ 90	\$ -
01-4-130-121	TMRS	\$ 1,233	\$ 1,101	\$ 1,101	\$ 1,186
01-4-130-122	FICA	\$ 1,196	\$ 1,088	\$ 1,088	\$ 1,131
01-4-130-123	Employee Insurance	\$ 860	\$ 955	\$ 955	\$ 1,300
01-4-130-124	Workers' Comp Insurance	\$ 49	\$ 51	\$ 51	\$ 41
01-4-130-125	Unemployment Compensation	\$ 5	\$ 14	\$ 14	\$ 30
	<b>Total Personnel</b>	<b>\$ 18,404</b>	<b>\$ 17,433</b>	<b>\$ 17,433</b>	<b>\$ 18,470</b>
01-4-130-722	Refuse Collection Contract	\$ 671,844	\$ 689,000	\$ 712,000	\$ 741,600
01-4-130-723	Contracted Brush Pick-Up	\$ 27,150	\$ -	\$ -	\$ -
	<b>Total Services</b>	<b>\$ 698,994</b>	<b>\$ 689,000</b>	<b>\$ 712,000</b>	<b>\$ 741,600</b>
	<b>Total Refuse</b>	<b>\$ 717,398</b>	<b>\$ 706,433</b>	<b>\$ 729,433</b>	<b>\$ 760,070</b>

**Refuse**

Account Number	Description	Amount
01-4-130-722	<b>Refuse Collection Contract</b> - Contract payments to private vendor for City-wide collection of refuse	<b>\$ 741,600</b>



**Description**

The Public Works department is comprised of two divisions:

1. Fleet
2. Buildings and Grounds

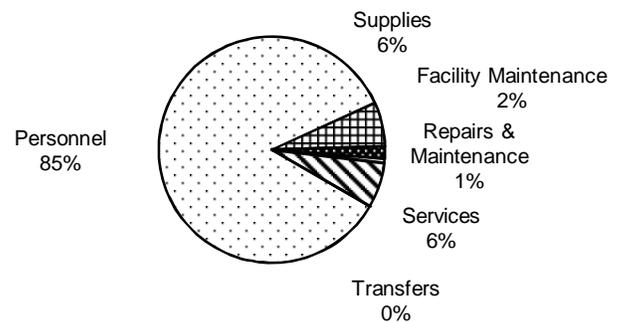
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 213,282	\$ 229,060	\$ 229,060	\$ 243,395
Supplies	\$ 10,662	\$ 18,513	\$ 18,592	\$ 17,983
Facility Maintenance	\$ 8,102	\$ 6,400	\$ 5,150	\$ 5,250
Repairs & Maintenance	\$ 1,084	\$ 2,191	\$ 2,000	\$ 1,700
Services	\$ 17,008	\$ 18,782	\$ 17,665	\$ 18,452
Transfers	\$ 2,500	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 252,638</b>	<b>\$ 274,946</b>	<b>\$ 272,467</b>	<b>\$ 286,780</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Shop Supervisor	1	1	1
Shop Foreman	1	1	1
Mechanic	1	1	1
Building Superintendent	1	1	1
Custodian	2	2	2
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>



## **Mission**

---

To extend the usable life of and ensure the safety of City equipment and vehicles.

## **Description**

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- Provides major and minor repairs of vehicles and motorized equipment as needed.
- Provides preventive and routine maintenance of vehicles and motorized equipment.
- Maintains records of maintenance and repair of all City vehicles and motorized equipment.
- Provides major and minor repairs of heavy equipment and heavy vehicles as needed.
- Provides welding services as needed.
- Performs the fabrication of steel products for use by other departments.
- Provides machined parts for equipment when parts are no longer available.
- Constructs special use trailers for the Public Works departments.
- Modifies equipment for special use as needed.

## **Accomplishments**

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- Kept all equipment in working order.
- Improved the speed and accuracy with which vehicles and equipment are processed through the shop.
- Fabricated and installed decorative fences and doors at South Wall Tiger Park and Yettie Polk Park restrooms. (6B, 10B)
- Fabricated and installed picnic table covers for several parks. (10B)

## **Goals**

---

- Research and implement computer based system for maintenance records. (4B)
- Continue improving preventive maintenance program for heavy equipment.
- Research and assist in design and construction of new shop building. (6A, 6B)

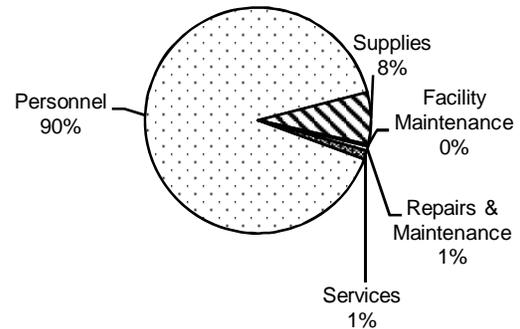
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 117,108	\$ 127,855	\$ 127,855	\$ 136,646
Supplies	\$ 5,052	\$ 13,056	\$ 13,030	\$ 11,231
Facility Maintenance	\$ 247	\$ 400	\$ 400	\$ 500
Repairs & Maintenance	\$ 960	\$ 1,481	\$ 1,000	\$ 1,000
Services	\$ 787	\$ 1,350	\$ 1,435	\$ 1,765
<b>Total</b>	<b>\$ 124,154</b>	<b>\$ 144,142</b>	<b>\$ 143,720</b>	<b>\$ 151,142</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Work Orders Completed	1,010	950	950



**Maintenance - Fleet**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-141-101	Salaries-Administrative	\$ 6,930	\$ 6,930	\$ 6,930	\$ 7,318
01-4-141-103	Salaries-Supervisory	\$ 42,617	\$ 42,798	\$ 42,798	\$ 45,101
01-4-141-104	Salaries-Operations	\$ 41,254	\$ 47,430	\$ 47,430	\$ 50,993
01-4-141-107	Salaries-Overtime	\$ 81	\$ 500	\$ 500	\$ 500
01-4-141-121	TMRS	\$ 7,048	\$ 7,559	\$ 7,559	\$ 8,334
01-4-141-122	FICA	\$ 6,952	\$ 7,471	\$ 7,471	\$ 7,949
01-4-141-123	Employee Insurance	\$ 9,053	\$ 11,634	\$ 11,634	\$ 13,436
01-4-141-124	Workers' Comp. Insurance	\$ 3,134	\$ 3,393	\$ 3,393	\$ 2,708
01-4-141-125	Unemployment Compensation	\$ 39	\$ 140	\$ 140	\$ 307
	<b>Total Personnel</b>	<b>\$ 117,108</b>	<b>\$ 127,855</b>	<b>\$ 127,855</b>	<b>\$ 136,646</b>
01-4-141-201	Office Supplies	\$ -	\$ 20	\$ 20	\$ -
01-4-141-220	Clothing Supplies	\$ 1,173	\$ 1,480	\$ 1,480	\$ 1,480
01-4-141-221	Chemical Supplies	\$ 8	\$ 276	\$ 150	\$ 250
01-4-141-222	Fuel	\$ 1,490	\$ 1,700	\$ 2,000	\$ 2,700
01-4-141-227	Janitorial Supplies	\$ 255	\$ 300	\$ 100	\$ 305
01-4-141-229	Tools & Other Supplies	\$ 1,731	\$ 1,250	\$ 1,250	\$ 1,145
01-4-141-250	Small Equipment	\$ 395	\$ 8,030	\$ 8,030	\$ 5,351
	<b>Total Supplies</b>	<b>\$ 5,052</b>	<b>\$ 13,056</b>	<b>\$ 13,030</b>	<b>\$ 11,231</b>
01-4-141-301	Building Maintenance	\$ 247	\$ 200	\$ 300	\$ 300
01-4-141-302	Heat & A/C Maintenance	\$ -	\$ 200	\$ 100	\$ 200
	<b>Total Facility Maintenance</b>	<b>\$ 247</b>	<b>\$ 400</b>	<b>\$ 400</b>	<b>\$ 500</b>
01-4-141-402	Equipment & Machinery Maint.	\$ 446	\$ 801	\$ 500	\$ 500
01-4-141-403	Vehicle Maintenance	\$ 443	\$ 580	\$ 400	\$ 400
01-4-141-407	Radio Maintenance	\$ 71	\$ 100	\$ 100	\$ 100
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 960</b>	<b>\$ 1,481</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
01-4-141-510	Dues & Publications	\$ -	\$ -	\$ 15	\$ 15
01-4-141-512	Registration & Tuition	\$ 20	\$ 300	\$ 25	\$ 300
01-4-141-513	Travel & Meals	\$ -	\$ -	\$ 37	\$ 50
01-4-141-554	Insurance-Automobile	\$ 464	\$ 650	\$ 958	\$ 1,000
01-4-141-581	Communication Services	\$ 303	\$ 400	\$ 400	\$ 400
	<b>Total Services</b>	<b>\$ 787</b>	<b>\$ 1,350</b>	<b>\$ 1,435</b>	<b>\$ 1,765</b>
	<b>Total Maintenance - Fleet</b>	<b>\$ 124,154</b>	<b>\$ 144,142</b>	<b>\$ 143,720</b>	<b>\$ 151,142</b>

**Maintenance - Fleet**

Account Number	Description	Amount
01-4-141-220	<b>Clothing Supplies</b>	
	- Uniform rental - 3 employees	\$ 952
	- Gloves	\$ 93
	- Steel toed boots - 3 pair	\$ 435
		<b>\$ 1,480</b>
221	<b>Chemical Supplies</b>	
	- Oxygen & acetylene	\$ 150
	- Kerosene	\$ 100
		<b>\$ 250</b>
227	<b>Janitorial Supplies</b>	
	- Hand cleaner	\$ 105
	- Floor sweep	\$ 200
		<b>\$ 305</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Assorted hand tools	\$ 900
	- Tire patches	\$ 45
	- Welding hood	\$ 200
		<b>\$ 1,145</b>
250	<b>Small Equipment</b>	
	- Engine analyzer	\$ 2,610
	- Band saw	\$ 2,741
		<b>\$ 5,351</b>
512	<b>Registration &amp; Tuition</b>	
	- Mechanic's refresher course	
		<b>\$ 300</b>

## Mission

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To maintain and clean City owned buildings and grounds surrounding the buildings to ensure a safe and attractive environment.

## Description

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- Performs daily janitorial services in City buildings.
- Performs minor repairs to City buildings.
- Mows, edges and waters grounds surrounding City buildings.
- Monitors pest control and floor finishing contracts for City buildings.

## Accomplishments

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- Tinted windows at the Finance building, Police station, and Fire station reducing energy costs. (6C)
- Installed energy saving lights in the Finance building. (6C)

## Goals

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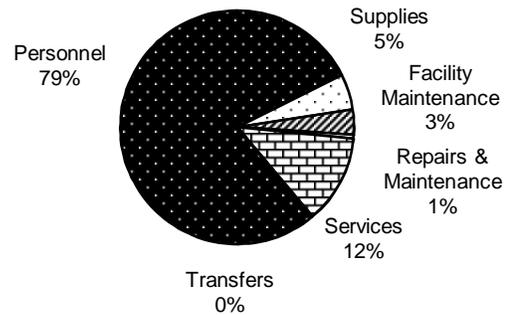
- Install lawn sprinkler system at the Library. (6C)
- Install energy saving lights in the Library and Police station. (6C)
- Maintain all parking lot lights at Heritage Park. (6C)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 96,174	\$ 101,205	\$ 101,205	\$ 106,749
Supplies	\$ 5,610	\$ 5,457	\$ 5,562	\$ 6,752
Facility Maintenance	\$ 7,855	\$ 6,000	\$ 4,750	\$ 4,750
Repairs & Maintenance	\$ 124	\$ 710	\$ 1,000	\$ 700
Services	\$ 16,221	\$ 17,432	\$ 16,230	\$ 16,687
Transfers	\$ 2,500	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 128,484</b>	<b>\$ 130,804</b>	<b>\$ 128,747</b>	<b>\$ 135,638</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Sq. Ft. of Bldgs. Cleaned	28,364	30,000	30,000
Work Orders Completed	380	420	400



**Maintenance - Buildings & Grounds**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
01-4-142-103	Salaries-Supervisory	\$ 35,442	\$ 37,482	\$ 37,482	\$ 39,603
01-4-142-104	Salaries-Operations	\$ 34,576	\$ 37,251	\$ 37,251	\$ 38,798
01-4-142-107	Salaries-Overtime	\$ -	\$ 200	\$ 200	\$ 200
01-4-142-121	TMRS	\$ 5,426	\$ 5,798	\$ 5,798	\$ 6,301
01-4-142-122	FICA	\$ 5,335	\$ 5,732	\$ 5,732	\$ 6,013
01-4-142-123	Employee Insurance	\$ 12,194	\$ 11,252	\$ 11,252	\$ 12,897
01-4-142-124	Workers' Comp. Insurance	\$ 3,101	\$ 3,355	\$ 3,355	\$ 2,640
01-4-142-125	Unemployment Compensation	\$ 100	\$ 135	\$ 135	\$ 297
	<b>Total Personnel</b>	<b>\$ 96,174</b>	<b>\$ 101,205</b>	<b>\$ 101,205</b>	<b>\$ 106,749</b>
01-4-142-220	Clothing Supplies	\$ 990	\$ 1,192	\$ 1,192	\$ 1,192
01-4-142-222	Fuel	\$ 2,148	\$ 2,295	\$ 2,600	\$ 3,500
01-4-142-227	Janitorial Supplies	\$ 952	\$ 1,200	\$ 1,000	\$ 1,000
01-4-142-229	Tools & Other Supplies	\$ 1,520	\$ 770	\$ 770	\$ 810
01-4-142-250	Small Equipment	\$ -	\$ -	\$ -	\$ 250
	<b>Total Supplies</b>	<b>\$ 5,610</b>	<b>\$ 5,457</b>	<b>\$ 5,562</b>	<b>\$ 6,752</b>
01-4-142-301	Building Maintenance	\$ 5,216	\$ 5,000	\$ 4,000	\$ 4,000
01-4-142-302	Heat & A/C Maintenance	\$ 2,639	\$ 1,000	\$ 750	\$ 750
	<b>Total Facility Maintenance</b>	<b>\$ 7,855</b>	<b>\$ 6,000</b>	<b>\$ 4,750</b>	<b>\$ 4,750</b>
01-4-142-402	Equipment & Machinery Maintenance	\$ -	\$ 50	\$ 440	\$ 100
01-4-142-403	Vehicle Maintenance	\$ 53	\$ 460	\$ 460	\$ 500
01-4-142-407	Radio Maintenance	\$ 71	\$ 200	\$ 100	\$ 100
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 124</b>	<b>\$ 710</b>	<b>\$ 1,000</b>	<b>\$ 700</b>
01-4-142-510	Dues & Subscriptions	\$ 95	\$ 90	\$ 95	\$ 97
01-4-142-512	Registration & Tuition	\$ 20	\$ 90	\$ 25	\$ 90
01-4-142-554	Insurance-Automobile	\$ 306	\$ 500	\$ 450	\$ 500
01-4-142-556	Insurance-Real Property	\$ 1,061	\$ 1,250	\$ 1,010	\$ 1,250
01-4-142-581	Communication Services	\$ 920	\$ 500	\$ 650	\$ 650
01-4-142-583	Electric Service	\$ 13,819	\$ 15,002	\$ 14,000	\$ 14,100
	<b>Total Services</b>	<b>\$ 16,221</b>	<b>\$ 17,432</b>	<b>\$ 16,230</b>	<b>\$ 16,687</b>
01-4-142-904	Transfer to GF Capital Equip Fund	\$ 2,500	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Maint. - Bldgs &amp; Grounds</b>	<b>\$ 128,484</b>	<b>\$ 130,804</b>	<b>\$ 128,747</b>	<b>\$ 135,638</b>
	<b>Total Maintenance</b>	<b>\$ 252,638</b>	<b>\$ 274,946</b>	<b>\$ 272,467</b>	<b>\$ 286,780</b>

**Maintenance - Buildings & Grounds**

Account Number	Description	Amount
01-4-142-220	<b>Clothing Supplies</b>	
	- Uniform rental - 3 employees	\$ 952
	- Rain gear	\$ 95
	- Steel toed boots	\$ 145
		<b>\$ 1,192</b>
227	<b>Janitorial Supplies</b>	
	- Cleaning and paper supplies for City Hall	
		<b>\$ 1,000</b>
229	<b>Tools &amp; Other Supplies</b>	
	- U.S. and Texas flags	\$ 110
	- Ice	\$ 24
	- Electrical tools	\$ 176
	- Miscellaneous hand tools	\$ 200
	- Other	\$ 300
		<b>\$ 810</b>
250	<b>Small Equipment</b>	
	- Electrical meter	
		<b>\$ 250</b>
301	<b>Building Maintenance</b>	
	- Pest control	\$ 420
	- Floor service	\$ 2,220
	- 4th of July window	\$ 75
	- General maintenance of City Hall	\$ 1,285
		<b>\$ 4,000</b>
302	<b>Heat &amp; A/C Maintenance</b>	
	- Minor repairs of City Hall system	
		<b>\$ 750</b>
510	<b>Dues &amp; Publications</b>	
	- Pest control license renewal	
		<b>\$ 97</b>
512	<b>Registration &amp; Tuition</b>	
	- Pest control continuing education	
		<b>\$ 90</b>
581	<b>Communication Services</b>	
	- Cellular phone service	
		<b>\$ 650</b>
583	<b>Electric Service</b>	
	- Electric service for City Hall	
		<b>\$ 14,100</b>



**CITY OF BELTON**  
**Available Cash Projection**  
**FY 2009**

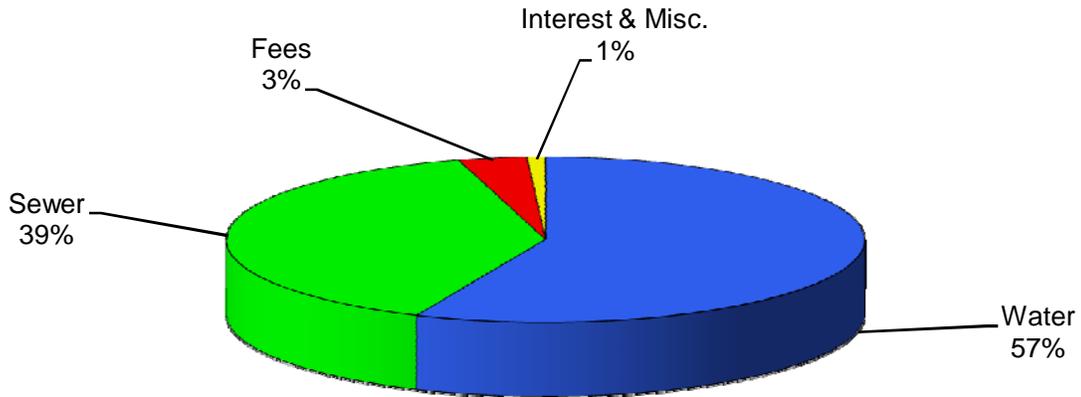
**- Water & Sewer Fund**

<b>Beginning Cash Balance</b>		<b><u>\$ 1,470,500</u></b>
Budgeted Revenues	\$ 4,637,045	
Budgeted Expenditures		
Personnel	\$ 1,178,453	
Supplies	\$ 125,788	
Repairs & Maintenance	\$ 103,155	
Services	\$ 168,736	
Water Purchases	\$ 1,176,992	
Sewer Treatment	\$ 574,155	
Transfer to GF	\$ 287,000	
Contingency	\$ 20,000	
Debt Service	\$ 743,821	
Total Operating & Debt Expenditures	<u>\$ (4,378,100)</u>	
Revenues in Excess of O&M & Debt Expense	\$ 258,945	
Transfers	\$ (20,000)	
Capital Outlay	\$ (103,706)	
Strategic Plan	<u>\$ (60,000)</u>	
Net impact of Budget on Cash		<u>\$ 75,239</u>
<b>Projected Ending Cash Balance</b>		<b><u>\$ 1,545,739</u></b>

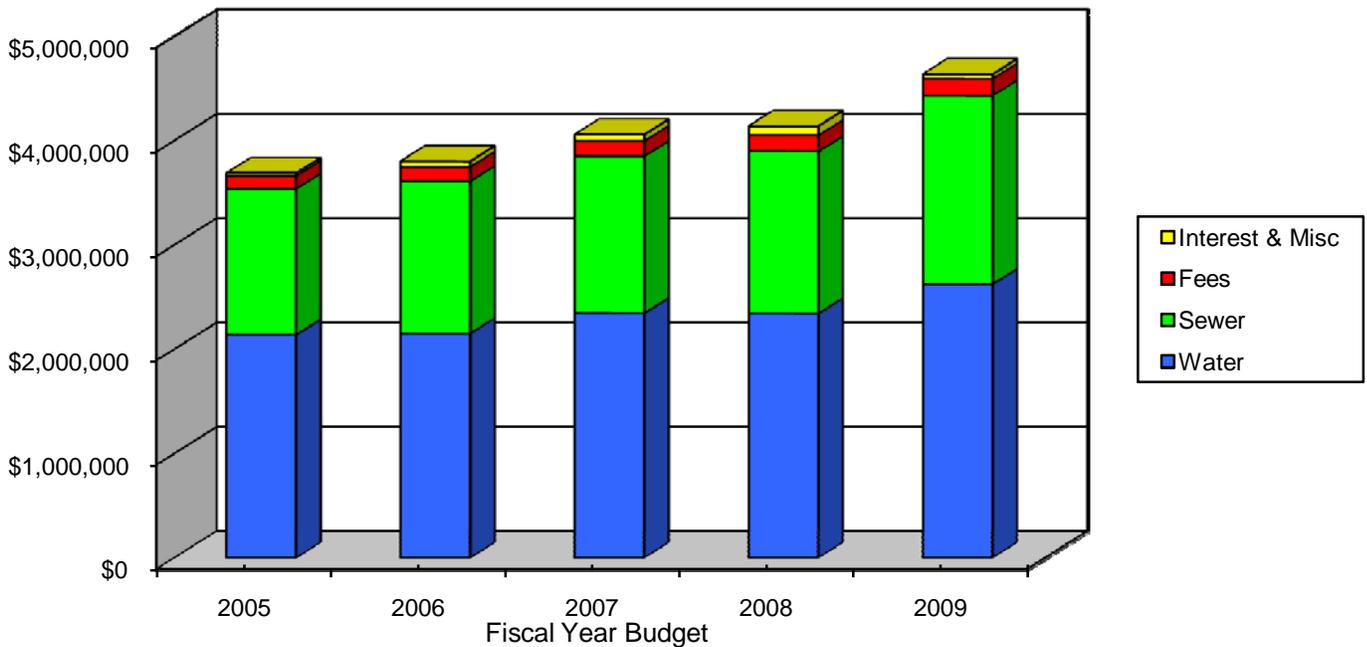
# Water & Sewer Fund

## - Revenues -

### FY 2009



**Revenues by Source  
FY 2009 Budget**

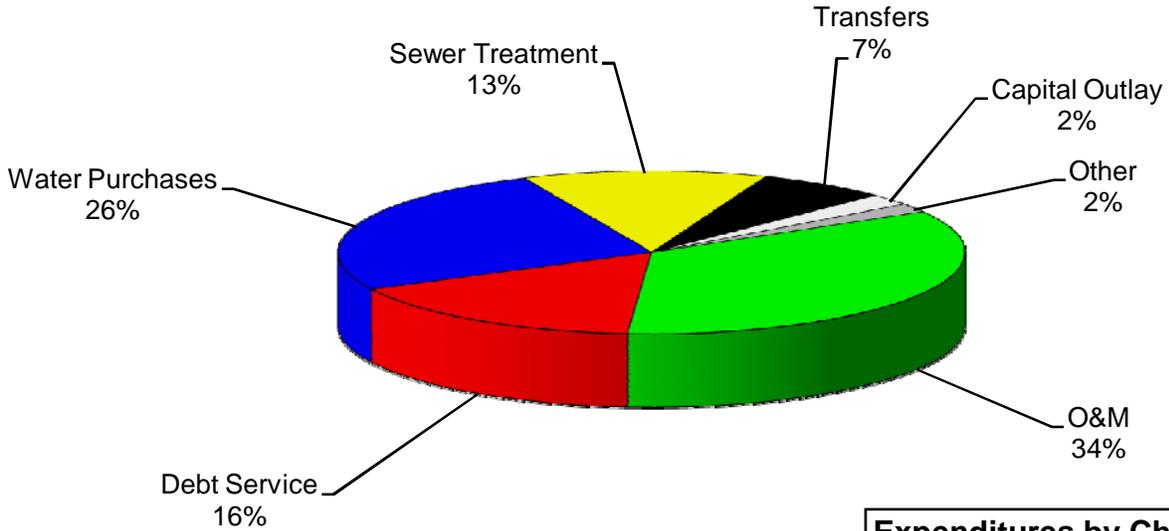


**Revenues by Source  
Last Five Budgets**

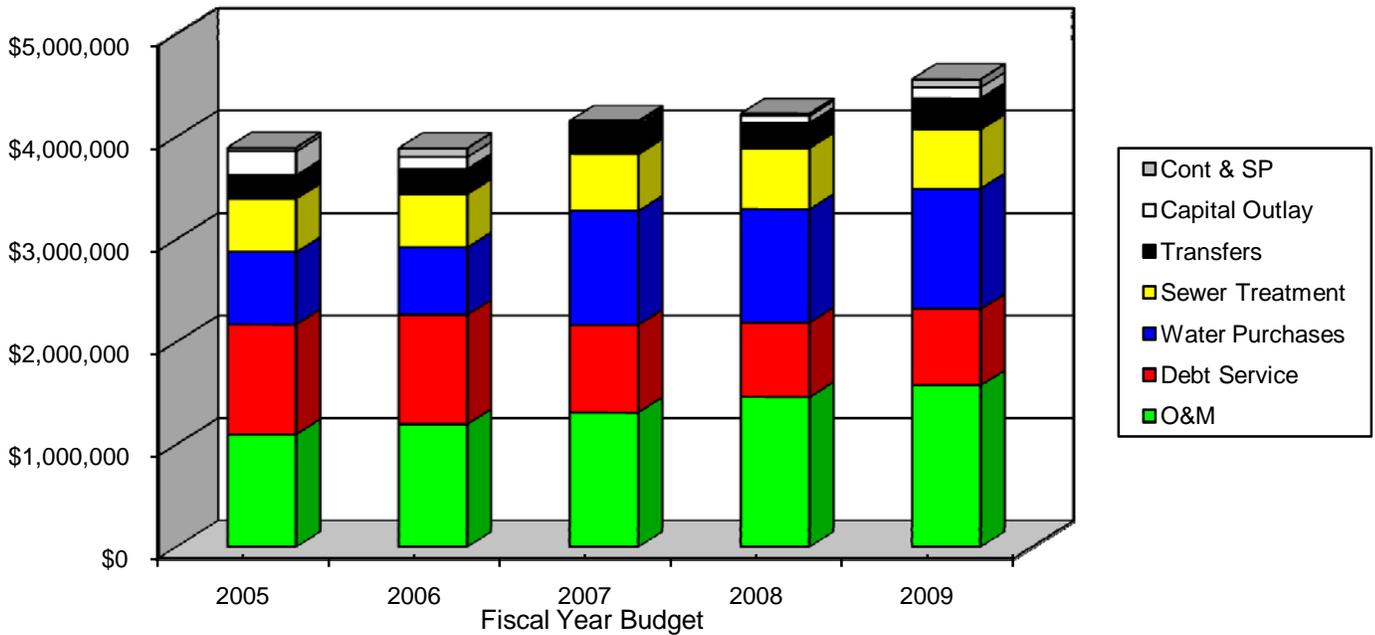
# Water & Sewer Fund

## - Expenditures -

### FY 2009



**Expenditures by Character  
FY 2009 Budget**



**Expenditures by Character  
Last Five Budgets**

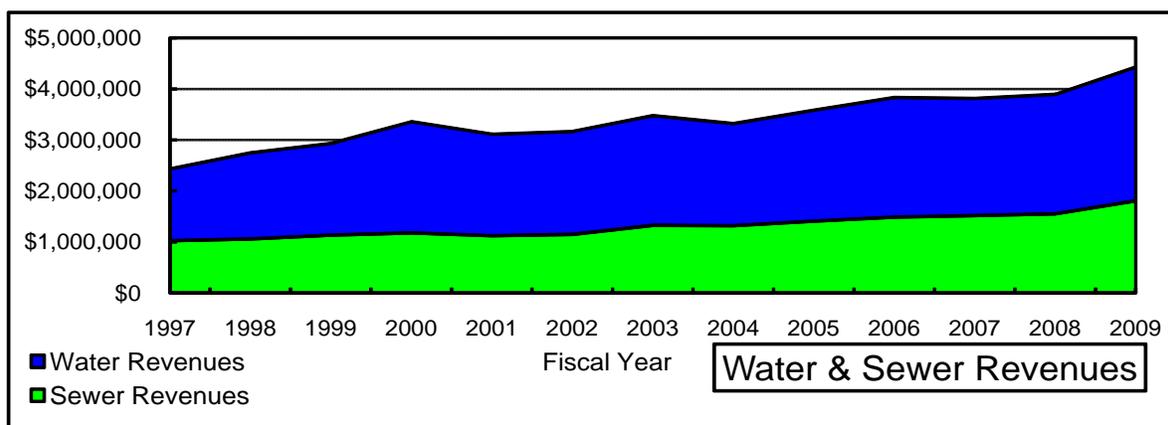
**Water & Sewer Fund Revenues**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-3-5500	Water Revenue	\$ 2,285,469	\$ 2,340,150	\$ 2,500,000	\$ 2,621,320
02-3-5505	Sale of Bulk Water	\$ 8,013	\$ 3,500	\$ 3,500	\$ 3,500
02-3-5510	Sewer Revenue	\$ 1,519,429	\$ 1,553,750	\$ 1,600,000	\$ 1,808,635
	<b>Total Water/Sewer Revenue</b>	<b>\$ 3,812,911</b>	<b>\$ 3,897,400</b>	<b>\$ 4,103,500</b>	<b>\$ 4,433,455</b>
02-3-5610	Late Payment Fees	\$ 65,065	\$ 64,000	\$ 67,000	\$ 67,670
02-3-5620	Reconnect Fees	\$ 21,518	\$ 21,000	\$ 22,000	\$ 22,220
02-3-5630	New Service Fees	\$ 13,771	\$ 13,000	\$ 13,000	\$ 13,130
02-3-5640	Transfer Fees	\$ 1,380	\$ 1,500	\$ 1,000	\$ 1,010
02-3-5650	Taps & Connections	\$ 62,847	\$ 55,000	\$ 56,000	\$ 56,560
02-3-6310	Developer/Owner Contributions	\$ 15,000	\$ -	\$ -	\$ -
02-3-7010	Miscellaneous Income	\$ 8,205	\$ 8,000	\$ 8,000	\$ 8,000
	<b>Total Other Income</b>	<b>\$ 187,786</b>	<b>\$ 162,500</b>	<b>\$ 167,000</b>	<b>\$ 168,590</b>
02-3-8112	Transfer from USDA Fund	\$ 254	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 254</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
02-3-9100	Interest Income-Bank	\$ 307	\$ -	\$ -	\$ -
02-3-9120	Interest Income-TexPool	\$ 61,589	\$ 80,000	\$ 62,000	\$ 35,000
02-3-9121	Interest Income-TexStar	\$ 30,652	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 92,548</b>	<b>\$ 80,000</b>	<b>\$ 62,000</b>	<b>\$ 35,000</b>
	<b>Total Water/Sewer Revenues</b>	<b>\$ 4,093,499</b>	<b>\$ 4,139,900</b>	<b>\$ 4,332,500</b>	<b>\$ 4,637,045</b>

## - WATER AND SEWER REVENUES - Revenue Assumptions

<u>02-3-5500</u>	<u>Water Revenue</u>	<u>\$2,621,320</u>
<u>02-3-5510</u>	<u>Sewer Revenue</u>	<u>\$1,808,635</u>

In FY 2008, the City contracted with an outside engineering firm to perform a water and sewer rate study update, using information from Belton’s water and sewer customer base. The City Council adopted the five year water and sewer rate structure contained within the study. FY 2009 rates will be the first year of the rate structure, and water and sewer rates appear in the reference section of this document.



The chart above shows the elasticity of **water revenues** that are highly dependent on the weather. Water consumption hit an all-time high in FY 2000. FY 2001 revenues include rate increases related to the plant expansion at BCWCID #1. FY 2003-2008 revenues reflect rates pursuant to the FY 2002 rate study. FY 2009 revenues reflect rates pursuant to the FY 2008 rate study update.

The chart shows a flatter trend for **sewer revenues** through 2002, because sewer charges were billed based on average consumption rather than on actual metered flow. The slight upward trend for this same period was due to increases in the number of customers and billable gallons. FY 2003-2009 revenues reflect both the rate increase and the change in billing methodology from winter average gallons to actual consumption gallons.

<u>02-3-5610</u>	<u>Late Payment Fees</u>	<u>\$67,670</u>
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This revenue is generated by a \$10 late fee assessed on past due utility payments. FY 2009 budget projections are based on average monthly late fees of \$5,640.

<b><u>02-3-5620</u></b>	<b><u>Reconnect Fees</u></b>	<b><u>\$22,220</u></b>
<b><u>02-3-5630</u></b>	<b><u>New Service Fees</u></b>	<b><u>\$13,130</u></b>
<b><u>02-3-5640</u></b>	<b><u>Transfer Fees</u></b>	<b><u>\$ 1,010</u></b>

These revenue sources are generated from the connection, disconnection, and transfer of utility accounts. The amount of revenue generated by these fees normally remains stable. FY 2009 revenues are projected at the FY 2008 level.

<b><u>02-3-5650</u></b>	<b><u>Taps &amp; Connections</u></b>	<b><u>\$56,560</u></b>
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Tap fees are charged to new customers who "tap" into the City's water and sewer systems. This revenue is highly dependent on building and construction activity within the City that is difficult to predict. The revenue projection is based on trend analysis, taking into account predicted construction levels. FY 2009 revenues are projected at the FY 2008 level

<b><u>02-3-9120</u></b>	<b><u>Interest Income</u></b>	<b><u>\$35,000</u></b>
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Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. Interest rates are expected to remain low during the coming year. The City will however, invest all idle cash in order to maximize earnings. All of the city's idle cash funds are invested in the depository bank, TexPool, TexStar, or Treasury securities. The projected interest earnings for FY 2009 are \$35,000.

**Description**

The Utility Administration Department is comprised of two divisions:

1. Operations
2. Finance

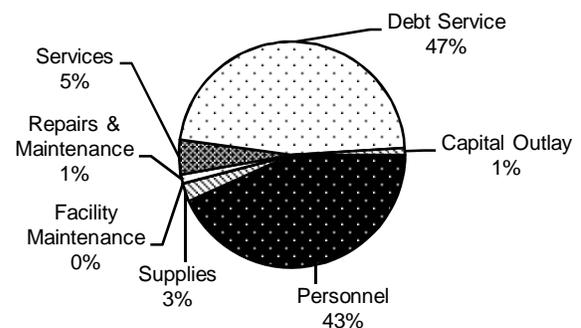
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 522,881	\$ 603,474	\$ 605,679	\$ 685,696
Supplies	\$ 32,139	\$ 35,369	\$ 33,830	\$ 41,074
Facility Maintenance	\$ 309	\$ 2,200	\$ 500	\$ 200
Repairs & Maintenance	\$ 20,814	\$ 22,832	\$ 20,378	\$ 20,749
Services	\$ 56,577	\$ 81,040	\$ 74,115	\$ 77,986
Debt Service	\$ 853,405	\$ 725,665	\$ 727,249	\$ 743,821
Capital Outlay	\$ -	\$ -	\$ -	\$ 15,000
<b>Total</b>	<b>\$ 1,486,125</b>	<b>\$ 1,470,580</b>	<b>\$ 1,461,751</b>	<b>\$ 1,584,526</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Director of Public Works	1	1	1
Utility Billing Supervisor	1	1	1
Utility Customer Svc. Rep.	1	1	1
Cashier	1	1	1
Utility Administration Clerk	1	1	1
Meter Readers	3	3	3
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>



## Mission

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To provide administrative functions, oversight and support of Water and Sewer departmental operations.

## Description

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- Administers the City's sewer pre-treatment program.
- Administers the City's water conservation program.
- Performs new customer connections, transfer of services, cutoffs and reconnections.
- Reads all City water meters on a monthly basis.
- Provides supervision for the staff of the Water and Sewer departments.
- Oversight and inspection of City infrastructure projects.

## Accomplishments

---

- Identified and scheduled older fire hydrants for replacement. (6C)
- Identified recurring sewer stops and scheduled them for cleanout or line replacement. (6C)
- Identified meters for replacement to ensure meter accuracy and minimize water loss. (6C)
- Monitored progress of new subdivisions.
- Updated utility line location maps to reflect new construction and development. (1C)

## Goals

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- Continue meter replacement program to insure meter accuracy and minimize water loss. (6C)
- Update water/sewer master plans. (1C, 3A)
- Implement new hand-held meter reading device system. (4C)

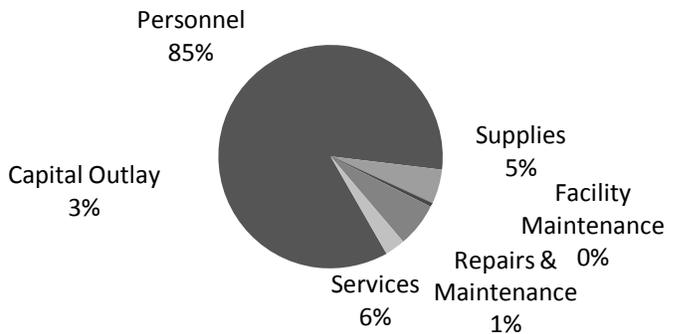
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 318,169	\$ 392,712	\$ 394,917	\$ 438,779
Supplies	\$ 15,907	\$ 22,019	\$ 19,280	\$ 25,824
Facility Maintenance	\$ 309	\$ 2,200	\$ 500	\$ 200
Repairs & Maintenance	\$ 1,991	\$ 2,400	\$ 2,200	\$ 2,400
Services	\$ 33,533	\$ 37,875	\$ 31,765	\$ 32,900
Capital Outlay	\$ -	\$ -	\$ -	\$ 15,000
<b>Total</b>	<b>\$ 369,909</b>	<b>\$ 457,206</b>	<b>\$ 448,662</b>	<b>\$ 515,103</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Indust. Pre-Treat. Reports	2	2	2
Indust. Pre-Treat. Inspec.	2	2	2
TNRCC Surveys	1	1	1
Total Water Cons.-Gallons	588,262,094	911,330,950	850,000,000
Gallons - Highest Day	4,312,700	4,585,243	4,400,000
Gallons - Average Day	1,611,677	2,496,797	2,328,767



Utility Administration - Operations

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-201-101	Salaries-Administrative	\$ 119,828	\$ 120,893	\$ 120,893	\$ 126,119
02-4-201-102	Salaries-Professional	\$ 13,663	\$ 17,500	\$ 17,500	\$ 18,147
02-4-201-103	Salaries-Supervisory	\$ -	\$ 27,795	\$ 30,000	\$ 32,000
02-4-201-104	Salaries-Operations	\$ 116,319	\$ 141,507	\$ 141,507	\$ 163,199
02-4-201-107	Salaries-Overtime	\$ 1,494	\$ 2,555	\$ 2,555	\$ 2,694
02-4-201-113	Health Insurance Allowance	\$ 1,853	\$ 1,446	\$ 1,446	\$ -
02-4-201-121	TMRS	\$ 19,678	\$ 24,296	\$ 24,296	\$ 27,441
02-4-201-122	FICA	\$ 18,859	\$ 24,013	\$ 24,013	\$ 26,175
02-4-201-123	Employee Insurance	\$ 20,234	\$ 24,750	\$ 24,750	\$ 36,114
02-4-201-124	Workers' Comp. Insurance	\$ 6,028	\$ 7,606	\$ 7,606	\$ 6,068
02-4-201-125	Unemployment Compensation	\$ 213	\$ 351	\$ 351	\$ 822
	<b>Total Personnel</b>	<b>\$ 318,169</b>	<b>\$ 392,712</b>	<b>\$ 394,917</b>	<b>\$ 438,779</b>
02-4-201-201	Office Supplies	\$ 1,115	\$ 1,300	\$ 1,300	\$ 1,300
02-4-201-202	Postage	\$ 149	\$ 150	\$ 150	\$ 150
02-4-201-220	Clothing Supplies	\$ 2,098	\$ 1,630	\$ 1,630	\$ 2,429
02-4-201-221	Chemical Supplies	\$ 15	\$ -	\$ -	\$ -
02-4-201-222	Fuel	\$ 11,926	\$ 15,000	\$ 15,000	\$ 21,000
02-4-201-227	Janitorial Supplies	\$ 6	\$ -	\$ -	\$ -
02-4-201-229	Tools & Other Supplies	\$ 598	\$ 2,664	\$ 600	\$ 945
02-4-201-250	Small Equipment	\$ -	\$ 1,275	\$ 600	\$ -
	<b>Total Supplies</b>	<b>\$ 15,907</b>	<b>\$ 22,019</b>	<b>\$ 19,280</b>	<b>\$ 25,824</b>
02-4-201-301	Building Maintenance	\$ 209	\$ 2,100	\$ 400	\$ 100
02-4-201-302	Heat & A/C Maintenance	\$ 100	\$ 100	\$ 100	\$ 100
	<b>Total Facility Maintenance</b>	<b>\$ 309</b>	<b>\$ 2,200</b>	<b>\$ 500</b>	<b>\$ 200</b>
02-4-201-403	Vehicle Maintenance	\$ 1,774	\$ 2,000	\$ 2,000	\$ 2,000
02-4-201-406	Computer Maintenance	\$ 106	\$ 200	\$ 100	\$ 200
02-4-201-407	Radio Maintenance	\$ 111	\$ 200	\$ 100	\$ 200
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 1,991</b>	<b>\$ 2,400</b>	<b>\$ 2,200</b>	<b>\$ 2,400</b>
02-4-201-510	Dues & Publications	\$ 1,258	\$ 845	\$ 845	\$ 1,025
02-4-201-512	Registration & Tuition	\$ 305	\$ 555	\$ 250	\$ 675
02-4-201-513	Travel & Meals	\$ 3,197	\$ 650	\$ 250	\$ 375
02-4-201-521	Equipment Lease	\$ 1,249	\$ 1,250	\$ 1,250	\$ 1,250
02-4-201-550	Insurance-General Liability	\$ 186	\$ 325	\$ 300	\$ 325
02-4-201-554	Insurance-Automobile	\$ 990	\$ 1,350	\$ 1,276	\$ 1,350
02-4-201-556	Insurance-Real Property	\$ 401	\$ 500	\$ 394	\$ 500
02-4-201-561	Legal Services	\$ 1,354	\$ 1,500	\$ 1,500	\$ 1,500
02-4-201-562	Engineering	\$ 19,920	\$ 25,000	\$ 20,000	\$ 20,000
02-4-201-570	Special Services	\$ 450	\$ 1,800	\$ 1,800	\$ 1,800
02-4-201-571	Employee Ads & Testing	\$ 1,146	\$ 1,000	\$ 1,000	\$ 1,000
02-4-201-581	Communication Services	\$ 3,077	\$ 3,100	\$ 2,900	\$ 3,100
	<b>Total Services</b>	<b>\$ 33,533</b>	<b>\$ 37,875</b>	<b>\$ 31,765</b>	<b>\$ 32,900</b>
02-4-201-806	Computer Equipment	\$ -	\$ -	\$ -	\$ 15,000
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>
	<b>Total Utility Admin. - Operations</b>	<b>\$ 369,909</b>	<b>\$ 457,206</b>	<b>\$ 448,662</b>	<b>\$ 515,103</b>

**Utility Administration - Operations**

Account Number	Description	Amount
02-4-201-201	<b>Office Supplies</b>	
	- Paper	\$ 200
	- Fax print cartridges	\$ 100
	- Inkjet printer cartridges	\$ 625
	- Other office supplies	\$ 375
		<b>\$ 1,300</b>
220	<b>Clothing Supplies</b>	
	- Uniform rental - 4 employees	\$ 1,794
	- Steel toed boots - 3 pair	\$ 435
	- Gloves	\$ 90
	- Rubber boots	\$ 60
	- Foul weather gear	\$ 50
		<b>\$ 2,429</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Meter reading tubes	\$ 135
	- Pipe wrenches	\$ 330
	- Shovels & sharpshooters	\$ 135
	- Hand pumps	\$ 135
	- Tape measures	\$ 30
	- White marking pens	\$ 18
	- Batteries	\$ 48
	- Blue flags	\$ 16
	- Marking paint	\$ 48
	- Ice	\$ 50
		<b>\$ 945</b>
301	<b>Building Maintenance</b>	
	- Other building maintenance and repairs	
		<b>\$ 100</b>
510	<b>Dues &amp; Publications</b>	
	- Central Texas Water Utility Association dues - 2 staff	\$ 110
	- American Public Works Association dues - 2 staff	\$ 300
	- Local community organization	\$ 600
	- Sam's Club membership	\$ 15
		<b>\$ 1,025</b>
512	<b>Registration &amp; Tuition</b>	
	- American Public Works Association conference	\$ 375
	- Other	\$ 300
		<b>\$ 675</b>
513	<b>Travel &amp; Meals</b>	
	- Meals & lodging for APWA conferences/meetings	
		<b>\$ 375</b>
562	<b>Engineering</b>	
	- Engineering and surveying services for water & sewer projects	
		<b>\$ 20,000</b>
570	<b>Special Services</b>	
	- GIS web hosting	
		<b>\$ 1,800</b>
571	<b>Employee Ads &amp; Testing</b>	
	- Employment ads	\$ 375
	- Pre-employment physicals & drug screens	\$ 625
		<b>\$ 1,000</b>
806	<b>Computer Equipment</b>	
	- Hand-held meter read devices	
		<b>\$ 15,000</b>

## Mission

---

To provide timely billing and collection of City provided water, sewer and refuse services in a courteous and responsive manner.

## Description

---

- Maintains deposit, billing and payment information for all City utility customers.
- Performs billing of customer utility accounts on a two-cycle per month basis.
- Processes requests for utility service connections and disconnections.
- Handles customer inquiries and complaints about utility accounts.
- Includes funding for debt service payments on all Water/Sewer revenue bonded debt.

## Accomplishments

---

- Prepared, published, and distributed the City's annual water Consumer Confidence Report (CCR). (4C)
- Prepared and collected data for water and sewer rate study. (3B, 6A)
- Implemented web based utility connection service. (4B, 4C)
- Relocated offices to remodeled building, providing enhanced customer access through entrance ramp, automated door openers, and addition of drive through window. (2B, 6A)
- Assisted consultant in development and recommendations of the water and sewer rate study. (3B, 6A)

## Goals

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- Utilize technology (internet, e-mail, phone, fax) to develop and implement customer friendly procedures for utility application, transfer, and disconnection. (2B, 4B, 4C)
- Implement online customer access to account information. (4B, 4C)

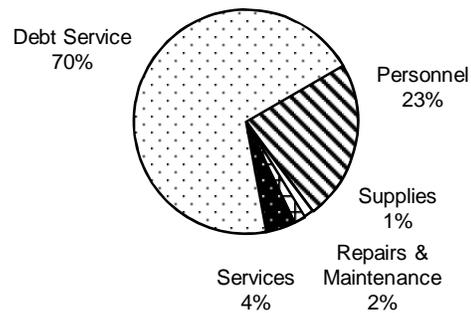
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 204,712	\$ 210,762	\$ 210,762	\$ 246,917
Supplies	\$ 16,232	\$ 13,350	\$ 14,550	\$ 15,250
Repairs & Maintenance	\$ 18,823	\$ 20,432	\$ 18,178	\$ 18,349
Services	\$ 23,044	\$ 43,165	\$ 42,350	\$ 45,086
Debt Service	\$ 853,405	\$ 725,665	\$ 727,249	\$ 743,821
<b>Total</b>	<b>\$1,116,216</b>	<b>\$1,013,374</b>	<b>\$1,013,089</b>	<b>\$1,069,423</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Number of Customers	5,018	5,332	5,666
ACH Customers	670	915	1,250
Bills Generated Annually	62,867	66,249	69,813
Late Notices Generated	10,965	13,724	17,177



Utility Administration - Finance

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-202-101	Salaries-Administrative	\$ 31,954	\$ 31,954	\$ 31,954	\$ 33,675
02-4-202-102	Salaries-Professional	\$ 43,536	\$ 43,896	\$ 43,896	\$ 46,185
02-4-202-103	Salaries-Supervisory	\$ 38,202	\$ 38,507	\$ 38,507	\$ 40,755
02-4-202-104	Salaries-Operations	\$ 50,590	\$ 53,031	\$ 53,031	\$ 56,061
02-4-202-113	Health Insurance Allowance	\$ 1,343	\$ 1,446	\$ 1,446	\$ -
02-4-202-121	TMRS	\$ 12,837	\$ 13,068	\$ 13,068	\$ 14,169
02-4-202-122	FICA	\$ 12,538	\$ 12,916	\$ 12,916	\$ 13,516
02-4-202-123	Employee Insurance	\$ 13,048	\$ 15,147	\$ 15,147	\$ 19,089
02-4-202-124	Workers' Comp. Insurance	\$ 581	\$ 599	\$ 599	\$ 490
02-4-202-125	Unemployment Compensation	\$ 83	\$ 198	\$ 198	\$ 437
02-4-202-150	New Personnel Requests	\$ -	\$ -	\$ -	\$ 22,540
	<b>Total Personnel</b>	<b>\$ 204,712</b>	<b>\$ 210,762</b>	<b>\$ 210,762</b>	<b>\$ 246,917</b>
02-4-202-201	Office Supplies	\$ 2,781	\$ 3,250	\$ 3,250	\$ 3,250
02-4-202-202	Postage	\$ 13,431	\$ 6,500	\$ 7,500	\$ 8,000
02-4-202-229	Tools & Other Supplies	\$ 20	\$ 100	\$ 300	\$ 500
02-4-202-250	Small Equipment	\$ -	\$ 3,500	\$ 3,500	\$ 3,500
	<b>Total Supplies</b>	<b>\$ 16,232</b>	<b>\$ 13,350</b>	<b>\$ 14,550</b>	<b>\$ 15,250</b>
02-4-202-404	Office Equipment Maintenance	\$ -	\$ -	\$ 78	\$ -
02-4-202-406	Computer System Maintenance	\$ 18,823	\$ 20,332	\$ 18,000	\$ 18,249
02-4-202-407	Radio Maintenance	\$ -	\$ 100	\$ 100	\$ 100
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 18,823</b>	<b>\$ 20,432</b>	<b>\$ 18,178</b>	<b>\$ 18,349</b>
02-4-202-501	Advertising & Public Notices	\$ -	\$ -	\$ 409	\$ 1,700
02-4-202-512	Registration & Tuition	\$ -	\$ 575	\$ -	\$ 575
02-4-202-513	Travel & Meals	\$ 56	\$ 700	\$ 100	\$ 900
02-4-202-552	Insurance-Employee Bond	\$ 437	\$ 550	\$ 501	\$ 550
02-4-202-567	Collection Fees	\$ 1,507	\$ 1,700	\$ 1,100	\$ 1,700
02-4-202-571	Audit Fees	\$ 8,940	\$ 9,540	\$ 9,540	\$ 7,761
02-4-202-572	Bill Processing & Mailing	\$ 10,960	\$ 28,800	\$ 28,800	\$ 30,000
02-4-202-581	Communication Services	\$ 1,144	\$ 1,300	\$ 1,900	\$ 1,900
	<b>Total Services</b>	<b>\$ 23,044</b>	<b>\$ 43,165</b>	<b>\$ 42,350</b>	<b>\$ 45,086</b>
02-4-202-601	Bond Principal Payments	\$ 558,322	\$ 390,801	\$ 390,801	\$ 417,544
02-4-202-602	Bond Interest Payments	\$ 294,652	\$ 331,864	\$ 331,864	\$ 320,777
02-4-202-603	Bond Paying Agent Fees	\$ 431	\$ 3,000	\$ 397	\$ 1,000
02-4-202-604	Arbitrage Rebate Calculation Fees	\$ -	\$ -	\$ 4,187	\$ 4,500
	<b>Total Debt Service</b>	<b>\$ 853,405</b>	<b>\$ 725,665</b>	<b>\$ 727,249</b>	<b>\$ 743,821</b>
	<b>Total Utility Admin. - Finance</b>	<b>\$ 1,116,216</b>	<b>\$ 1,013,374</b>	<b>\$ 1,013,089</b>	<b>\$ 1,069,423</b>
	<b>Total Utility Administration</b>	<b>\$ 1,486,125</b>	<b>\$ 1,470,580</b>	<b>\$ 1,461,751</b>	<b>\$ 1,584,526</b>

**Utility Administration - Finance**

Account Number	Description	Amount
02-4-202-201	<b>Office Supplies</b>	
	- Envelopes - plain & window	\$ 150
	- Late notices - 14,000	\$ 990
	- Continuous feed computer paper	\$ 400
	- Printer ribbons	\$ 300
	- Printout binders	\$ 110
	- Inkjet printer cartridges	\$ 200
	- Receipt paper	\$ 100
	- Application for utilities form	\$ 150
	- Other office supplies	\$ 850
		\$ 3,250
202	<b>Postage</b>	
	- Mailing late notices	\$ 6,500
	- General correspondence postage	\$ 1,500
		\$ 8,000
229	<b>Tools &amp; Other Supplies</b>	
	- Calculators	\$ 100
	- Floor mats	\$ 50
	- Telephone	\$ 200
	- Other	\$ 150
		\$ 500
250	<b>Small Equipment</b>	
	- Receipt printer	\$ 1,000
	- Computer & furniture - staff accountant	\$ 2,500
		\$ 3,500
406	<b>Computer System Maintenance</b>	
	- Trend Micro Antivirus upgrade	\$ 50
	- Invision AP application maintenance - 1/2	\$ 1,001
	- Invision CL application maintenance - 1/2	\$ 829
	- Invision FA application maintenance - 1/2	\$ 522
	- Invision PY application maintenance - 1/2	\$ 1,523
	- Invision GL application maintenance - 1/2	\$ 1,653
	- Invision PO application maintenance - 1/2	\$ 1,175
	- Invision AR application maintenance - 1/2	\$ 781
	- Invision UB & WO application maintenance	\$ 4,670
	- Meter reading device maintenance agreement	\$ 2,710
	- Computer system support - 1/3	\$ 2,580
- Miscellaneous component maintenance	\$ 755	
		\$ 18,249
512	<b>Registration &amp; Tuition</b>	
	- Incode Education Forum	\$ 500
	- Other	\$ 75
		\$ 575
567	<b>Collection Fees</b>	
	- Credit bureau fees for collection of delinquent utility accounts	
		\$ 1,700
571	<b>Audit Fees</b>	
	- Annual audit fees	
		\$ 7,761
572	<b>Bill Processing &amp; Mailing</b>	
	- DataProse bill processing	
		\$ 30,000
601	<b>Bond Principal Payments</b>	
	- Principal payments on Water & Sewer revenue bonds	
		\$ 417,544
602	<b>Bond Interest Payments</b>	
	- Interest on Water & Sewer revenue bonds	
		\$ 320,777
603	<b>Bond Paying Agent Fees</b>	
	- Bond paying agent fees	
		\$ 1,000

## Mission

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To provide a safe and adequate potable water supply and distribution system which meets or exceeds the standards for a “superior water system” for the domestic, industrial and fire protection needs of the City’s customers in a manner that conserves and best utilizes crucial water resources.

## Description

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- Maintains the City’s water distribution system, to include mains, lines, booster pumps, storage facilities, fire hydrants, and water meters.
- Maintains and installs fire hydrants, valves and other fittings as required.
- Makes service taps and installs new services.
- Constructs new and replacement water mains and service lines.
- Provides timely repair of water leaks to minimize impairment of service to customers and minimize the loss of water.

## Accomplishments

---

- Changed out 65 meters on the 10 year change out program. (6C)
- Installed 2 and repaired 7 fire hydrants. (6C)
- Replaced 2 fire hydrants that were over 50 years old. (6C)
- Installed 145 water taps in new subdivisions. (3B)
- Replaced water services as needed on City street projects. (6B, 6C)

## Goals

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- Replace fire hydrants that are over 50 years old. (6C)
- Replace water meters identified in change out program. (6C)
- Replace water services as needed on City street projects. (6B, 6C)
- Develop a preventive maintenance program for booster pump station. (6C)
- Identify and enter 25% of valves, fire hydrants, and water meters into GIS system. (4B, 6C)

(Strategic Plan goal #)

**Expenditure Summary**

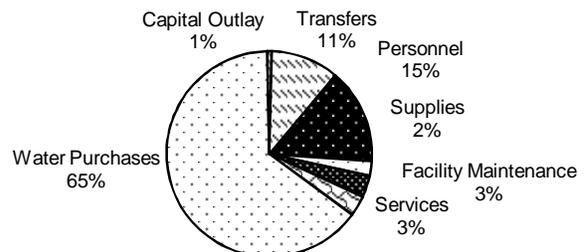
Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 244,871	\$ 269,159	\$ 269,159	\$ 272,587
Supplies	\$ 22,619	\$ 37,883	\$ 36,000	\$ 41,704
Facility Maintenance	\$ 33,905	\$ 60,556	\$ 59,306	\$ 59,556
Repairs & Maintenance	\$ 2,165	\$ 3,300	\$ 3,200	\$ 3,300
Services	\$ 58,151	\$ 59,775	\$ 57,743	\$ 58,790
Water Purchases	\$ 1,078,837	\$ 1,107,097	\$ 1,175,621	\$ 1,176,992
Capital Outlay	\$ 35,502	\$ 45,250	\$ 45,250	\$ 12,800
Transfers	\$ 171,110	\$ 182,610	\$ 182,610	\$ 194,700
<b>Total</b>	<b>\$ 1,647,160</b>	<b>\$ 1,765,630</b>	<b>\$ 1,828,889</b>	<b>\$ 1,820,429</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Miles of Water Mains	112	114	115
Water Pump Stations	2	2	2
# of Fire Hydrants	702	742	750
Meter Change Outs	152	65	100
New Connections	159	145	125
LF of New Lines Installed	250	7,752	2,000
Reconnects	1,045	1,010	1,000
# of Main Breaks Repaired:			
6" or Larger	2	2	2
4" or Smaller	4	2	2
# of Service Lines Repaired	34	61	25
# of Fire Hydrants Replaced	1	2	5

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Water Supervisor	1	1	1
Sr. Water Maint. Worker	2	2	2
Water Maint. Worker II	2	2	2
Water Maint. Worker I	2	2	2
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>



Water

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-210-103	Salaries-Supervisory	\$ 43,528	\$ 45,843	\$ 45,843	\$ 48,341
02-4-210-104	Salaries-Operations	\$ 136,846	\$ 150,224	\$ 150,224	\$ 148,533
02-4-210-107	Salaries-Overtime	\$ 3,777	\$ 5,882	\$ 5,882	\$ 5,906
02-4-210-121	TMRS	\$ 14,333	\$ 15,631	\$ 15,631	\$ 16,263
02-4-210-122	FICA	\$ 14,088	\$ 15,449	\$ 15,449	\$ 15,513
02-4-210-123	Employee Insurance	\$ 23,534	\$ 26,424	\$ 26,424	\$ 30,263
02-4-210-124	Workers' Comp. Insurance	\$ 8,558	\$ 9,391	\$ 9,391	\$ 7,075
02-4-210-125	Unemployment Compensation	\$ 207	\$ 315	\$ 315	\$ 693
	<b>Total Personnel</b>	<b>\$ 244,871</b>	<b>\$ 269,159</b>	<b>\$ 269,159</b>	<b>\$ 272,587</b>
02-4-210-201	Office Supplies	\$ 10	\$ -	\$ -	\$ -
02-4-210-220	Clothing Supplies	\$ 3,748	\$ 4,943	\$ 4,500	\$ 4,588
02-4-210-221	Chemical Supplies	\$ 1,279	\$ 3,006	\$ 2,500	\$ 3,006
02-4-210-222	Fuel	\$ 13,172	\$ 15,500	\$ 15,500	\$ 23,000
02-4-210-227	Janitorial Supplies	\$ 422	\$ 500	\$ 500	\$ 500
02-4-210-229	Tools & Other Supplies	\$ 3,490	\$ 4,934	\$ 4,000	\$ 5,010
02-4-210-250	Small Equipment	\$ 498	\$ 9,000	\$ 9,000	\$ 5,600
	<b>Total Supplies</b>	<b>\$ 22,619</b>	<b>\$ 37,883</b>	<b>\$ 36,000</b>	<b>\$ 41,704</b>
02-4-210-301	Building Maintenance	\$ 347	\$ 300	\$ 300	\$ 300
02-4-210-302	Heat & A/C Maintenance	\$ -	\$ 500	\$ 250	\$ 500
02-4-210-333	Water Line Maintenance	\$ 24,650	\$ 33,000	\$ 33,000	\$ 33,000
02-4-210-334	Water Valve Maintenance	\$ 5	\$ 8,000	\$ 8,000	\$ 8,000
02-4-210-335	Fire Hydrant Maintenance	\$ 2,523	\$ 9,000	\$ 8,000	\$ 8,000
02-4-210-336	Water Tank Maintenance	\$ 1,825	\$ 4,000	\$ 4,000	\$ 4,000
02-4-210-339	Water Samples & Tank Testing	\$ 4,555	\$ 5,756	\$ 5,756	\$ 5,756
	<b>Total Facility Maintenance</b>	<b>\$ 33,905</b>	<b>\$ 60,556</b>	<b>\$ 59,306</b>	<b>\$ 59,556</b>
02-4-210-402	Equipment & Machinery Maint.	\$ 1,077	\$ 1,500	\$ 1,500	\$ 1,500
02-4-210-403	Vehicle Maintenance	\$ 1,045	\$ 1,500	\$ 1,500	\$ 1,500
02-4-210-407	Radio Maintenance	\$ 43	\$ 300	\$ 200	\$ 300
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 2,165</b>	<b>\$ 3,300</b>	<b>\$ 3,200</b>	<b>\$ 3,300</b>
02-4-210-501	Advertising & Public Notices	\$ 2,993	\$ 3,500	\$ 3,500	\$ 3,500
02-4-210-510	Dues & Publications	\$ 1,835	\$ 2,200	\$ 2,200	\$ 2,365
02-4-210-512	Registration & Tuition	\$ 430	\$ 1,250	\$ 625	\$ 1,350
02-4-210-513	Travel & Meals	\$ 30	\$ 425	\$ 200	\$ 200
02-4-210-550	Insurance-General Liability	\$ 867	\$ 1,500	\$ 1,400	\$ 1,400
02-4-210-554	Insurance-Automobile	\$ 1,029	\$ 1,450	\$ 1,474	\$ 1,500
02-4-210-555	Insurance-Mobile Equipment	\$ 413	\$ 500	\$ 506	\$ 525
02-4-210-556	Insurance-Real Property	\$ 3,696	\$ 4,400	\$ 3,572	\$ 3,600
02-4-210-570	Special Services	\$ 6,500	\$ -	\$ -	\$ -
02-4-210-571	State Water System Fees	\$ 2,983	\$ 3,050	\$ 2,966	\$ 3,050
02-4-210-581	Communication Services	\$ 608	\$ 800	\$ 800	\$ 800
02-4-210-582	Gas Service	\$ 1,447	\$ 1,700	\$ 1,500	\$ 1,500
02-4-210-583	Electric Service	\$ 35,320	\$ 39,000	\$ 39,000	\$ 39,000
	<b>Total Services</b>	<b>\$ 58,151</b>	<b>\$ 59,775</b>	<b>\$ 57,743</b>	<b>\$ 58,790</b>
02-4-210-720	Election Use & Option Water	\$ 182,083	\$ 177,397	\$ 178,921	\$ 191,042
02-4-210-721	Water Purchases-Fixed Charges	\$ 519,084	\$ 521,700	\$ 521,700	\$ 554,856
02-4-210-722	Water Purchases-Raw Water	\$ 377,670	\$ 408,000	\$ 475,000	\$ 431,094
	<b>Total Water Purchases</b>	<b>\$ 1,078,837</b>	<b>\$ 1,107,097</b>	<b>\$ 1,175,621</b>	<b>\$ 1,176,992</b>

**Water Continued**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-210-802	Machinery & Equipment	\$ -	\$ 4,500	\$ 4,500	\$ -
02-4-210-803	Vehicles	\$ 14,122	\$ 28,000	\$ 28,000	\$ -
02-4-210-806	Computer Equipment	\$ 10,559	\$ -	\$ -	\$ -
02-4-210-852	Water Meters	\$ 10,821	\$ 12,750	\$ 12,750	\$ 12,800
	<b>Total Capital Outlay</b>	<b>\$ 35,502</b>	<b>\$ 45,250</b>	<b>\$ 45,250</b>	<b>\$ 12,800</b>
02-4-210-901	Transfer to GF-Franchise	\$ 107,500	\$ 107,500	\$ 107,500	\$ 131,000
02-4-210-902	Transfer to GF-Reimbursement	\$ 43,700	\$ 43,700	\$ 43,700	\$ 43,700
02-4-210-909	Transfer to WS Capital Projects Fund	\$ 19,910	\$ 31,410	\$ 31,410	\$ 20,000
	<b>Total Transfers</b>	<b>\$ 171,110</b>	<b>\$ 182,610</b>	<b>\$ 182,610</b>	<b>\$ 194,700</b>
	<b>Total Water</b>	<b>\$ 1,647,160</b>	<b>\$ 1,765,630</b>	<b>\$ 1,828,889</b>	<b>\$ 1,820,429</b>

**Water**

Account Number	Description	Amount
02-4-210-220	<b>Clothing Supplies</b>	
	- Uniform rental - 7 employees	\$ 2,860
	- Gloves	\$ 538
	- Steel toed boots - 7 pair	\$ 1,015
	- Rubber boots	\$ 105
	- Foul weather gear	\$ 70
		<b>\$ 4,588</b>
221	<b>Chemical Supplies</b>	
	- Chlorine cylinders	\$ 2,520
	- HTH for disinfecting of new mains & main breaks	\$ 234
	- Insect repellent	\$ 108
	- Chlorine reagent pillows	\$ 144
		<b>\$ 3,006</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Shovels & sharpshooters	\$ 900
	- Picks	\$ 108
	- Hand pumps	\$ 270
	- Wrenches	\$ 270
	- Saw blades	\$ 900
	- Air chisels	\$ 50
	- Barricade materials	\$ 700
	- Traffic cones	\$ 550
	- Steel & rebar	\$ 150
	- Marking paint	\$ 192
	- Welding supplies	\$ 150
	- Gatorade & ice	\$ 314
	- First aid supplies	\$ 100
	- Safety glasses	\$ 60
	- Street brooms & handles	\$ 90
	- Reciprocal saw blades	\$ 36
- Hand saws	\$ 80	
- 2 Cycle oil	\$ 90	
		<b>\$ 5,010</b>
250	<b>Small Equipment</b>	
	- Tamper	\$ 2,800
	- Two (2) portable 12 volt pumps	\$ 1,800
	- Push mower	\$ 300
	- Two (2) weed eaters	\$ 700
		<b>\$ 5,600</b>
301	<b>Building Maintenance</b>	
	- General building maintenance and repairs	
		<b>\$ 300</b>
333	<b>Water Line Maintenance</b>	
	- Materials, parts, and supplies for maintenance and repair of water lines	
		<b>\$ 33,000</b>
334	<b>Water Valve Maintenance</b>	
	- Annual inspection and repair of pressure and altitude valves	
		<b>\$ 8,000</b>
335	<b>Fire Hydrant Maintenance</b>	
	- Three (3) fire hydrants	\$ 4,500
	- Materials and parts for maintenance of fire hydrants	\$ 3,500
		<b>\$ 8,000</b>
336	<b>Water Tank Maintenance</b>	
	- Repair of pump station, chlorinators, & water tanks	
		<b>\$ 4,000</b>

**Water Continued**

Account Number	Description	Amount
02-4-210-339	<b>Water Samples &amp; Tank Testing</b>	
	- Bacteria water sample testing	\$ 3,456
	- Asbestos testing	\$ 300
	- Haloacetic acids (HAA) testing	\$ 2,000
		<b>\$ 5,756</b>
501	<b>Advertising &amp; Public Notices</b>	
	- Water quality notices	\$ 500
	- Annual Consumer Confidence Report (CCR) water quality report required by State	\$ 3,000
		<b>\$ 3,500</b>
510	<b>Dues &amp; Publications</b>	
	- American Water Works Association dues	\$ 150
	- Central Texas Water Utility Association dues	\$ 165
	- American Public Works Association dues	\$ 150
	- Hosting of Central Texas Water Utility Association meeting	\$ 1,900
		<b>\$ 2,365</b>
512	<b>Registration &amp; Tuition</b>	
	- TCEQ rules training - 3 staff	\$ 600
	- License renewal & continuing education - 3 staff	\$ 450
	- American Public Works Association meeting - 3 staff	\$ 300
		<b>\$ 1,350</b>
513	<b>Travel &amp; Meals</b>	
	- American Public Works Association meeting - 3 staff	\$ 100
	- Meals & Lodging for recertification training	\$ 100
		<b>\$ 200</b>
571	<b>State Water System Fees</b>	
	- Texas two tier report	\$ 50
	- Annual mandated fees for State certification of water system	\$ 3,000
		<b>\$ 3,050</b>
583	<b>Electric Service</b>	
	- Electricity for water pumps, pump stations, & tanks	
		<b>\$ 39,000</b>
720	<b>Election Use &amp; Option Water</b>	
	- Election use water - BCWCID - 2,700 AF	\$ 71,091
	- Option water - BCWCID - 2,266 AF	\$ 29,821
	- Option water - BCWCID - 1,000 AF	\$ 57,230
	- Option water - BRA - 2,500 AF	\$ 32,900
		<b>\$ 191,042</b>
721	<b>Water Purchases-Fixed Charges</b>	
	- Annual tank payment - 2nd of 6	\$ 93,300
	- Monthly debt service portion of BCWCID #1 payments	\$ 461,556
		<b>\$ 554,856</b>
722	<b>Water Purchases-Raw Water</b>	
	- M&O per gallon charges from BCWCID #1	
		<b>\$ 431,094</b>
852	<b>Water Meters</b>	
	- New and reconditioned meters, meter change-out program	
		<b>\$ 12,800</b>
901	<b>Transfer to GF-Franchise</b>	
	- Franchise fee transfer to General fund	
		<b>\$ 131,000</b>
902	<b>Transfer to GF-Reimbursement</b>	
	- Administrative, street, and shop costs	
		<b>\$ 43,700</b>
909	<b>Transfer to WS Capital Projects Fund</b>	
	- Capitalized cost of replacing/upgrading water lines	
		<b>\$ 20,000</b>



**Description**

The Sewer Department is comprised of two divisions:

1. Collection
2. Lift Stations

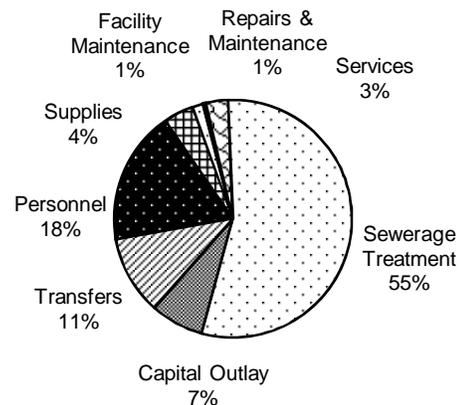
The details of these divisions follow.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 148,924	\$ 170,760	\$ 170,760	\$ 190,170
Supplies	\$ 27,215	\$ 31,945	\$ 33,411	\$ 43,010
Facility Maintenance	\$ 17,574	\$ 16,128	\$ 14,628	\$ 14,860
Repairs & Maintenance	\$ 6,698	\$ 6,188	\$ 4,150	\$ 4,490
Services	\$ 28,346	\$ 31,040	\$ 30,531	\$ 31,960
Sewerage Treatment	\$ 556,231	\$ 597,225	\$ 588,588	\$ 574,155
Capital Outlay	\$ -	\$ -	\$ -	\$ 75,906
Transfers	\$ 148,700	\$ 94,800	\$ 94,800	\$ 112,300
<b>Total</b>	<b>\$ 933,688</b>	<b>\$ 948,086</b>	<b>\$ 936,868</b>	<b>\$ 1,046,851</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Sewer Lift Station Mechanic	1	1	1
Sewer Maint. Worker II	1	1	1
Sewer Maint. Worker I	3	3	3
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>



## Mission

---

Provide an efficient sewerage system to protect the public health, safety and water quality of the community.

## Description

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- Maintains the City's sewer collection system, to include mains, manholes and clean-outs.
- Installs and repairs sewer taps as needed.
- Replaces deteriorated sections of mains and service lines.

## Accomplishments

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- Cleaned 59,920 feet of sewer mains. (6C)
- Videotaped 6,782 feet of sewer mains to locate mains needing to be replaced. (6B, 6C)
- Installed 9 new cleanouts. (6C)
- Installed 99 sewer taps. (3B)
- Replaced 1 sewer service and repaired an additional 41. (6C)
- Updated sewer maps. (1C, 6A)
- Identified recurring sewer stops and scheduled them for cleanout or line replacement. (6C)

## Goals

---

- Continue to develop schedule for renovation/replacement of sewer trunk lines. (6A, 6B, 6C)
- Continue to videotape sewer mains to locate mains needing repairs or replacement. (6C)
- Continue to smoke test and monitor sewer lines to decrease infiltration into the system. (6C)
- Continue to remove and replace bolts on manholes as needed. (6C)
- Systematically clean the entire collection system to reduce stoppages. (6C)
- Replace sewer lines and services as needed on City street projects. (6B)
- Have no sanitary sewer overflows. (2B, 6C)
- Oversee installation of grinder pump at the Bell County jail. (6C)
- Identify and enter 25% of manholes into GIS system. (4B, 6C)

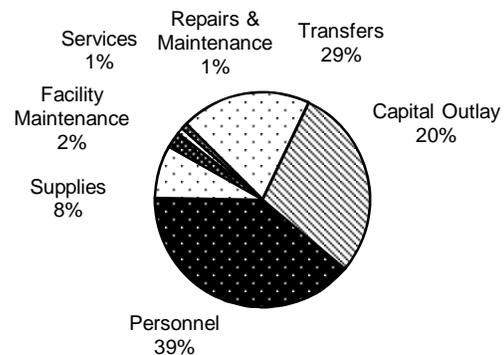
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 114,001	\$ 134,528	\$ 134,528	\$ 151,562
Supplies	\$ 18,816	\$ 22,081	\$ 23,247	\$ 30,603
Facility Maintenance	\$ 7,781	\$ 11,000	\$ 9,500	\$ 9,500
Repairs & Maintenance	\$ 5,216	\$ 4,638	\$ 3,100	\$ 3,440
Services	\$ 1,843	\$ 2,915	\$ 3,225	\$ 3,730
Capital Outlay	\$ -	\$ -	\$ -	\$ 75,906
Transfers	\$ 148,700	\$ 94,800	\$ 94,800	\$ 112,300
<b>Total</b>	<b>\$ 296,357</b>	<b>\$ 269,962</b>	<b>\$ 268,400</b>	<b>\$ 387,041</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Miles of Sanitary Sewers	103	104	105
# of Stops-Service Lines	198	173	170
# of Stops-Main Lines	25	23	21
Main Line Repairs	0	2	2
LF Cleaned-Result of Stops	6,815	6,610	6,500
LF Cleaned-Ongoing Sys.	64,600	59,920	60,000
Manholes Cleaned	543	556	600
Manholes Replace./Repair.	5	13	10
Service Taps Made	121	99	50
Services Replaced	15	20	20
Services Repaired	10	41	50



Sewer - Collection

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-221-104	Salaries-Operations	\$ 83,532	\$ 97,989	\$ 97,989	\$ 110,211
02-4-221-107	Salaries-Overtime	\$ 2,700	\$ 2,940	\$ 2,940	\$ 3,306
02-4-221-121	TMRS	\$ 6,740	\$ 7,812	\$ 7,812	\$ 9,104
02-4-221-122	FICA	\$ 6,520	\$ 7,721	\$ 7,721	\$ 8,684
02-4-221-123	Employee Insurance	\$ 12,060	\$ 15,070	\$ 15,070	\$ 17,366
02-4-221-124	Workers' Comp. Insurance	\$ 2,389	\$ 2,816	\$ 2,816	\$ 2,495
02-4-221-125	Unemployment Compensation	\$ 60	\$ 180	\$ 180	\$ 396
	<b>Total Personnel</b>	<b>\$ 114,001</b>	<b>\$ 134,528</b>	<b>\$ 134,528</b>	<b>\$ 151,562</b>
02-4-221-220	Clothing Supplies	\$ 2,117	\$ 2,442	\$ 2,442	\$ 2,788
02-4-221-221	Chemical Supplies	\$ 3,810	\$ 5,505	\$ 5,505	\$ 5,805
02-4-221-222	Fuel	\$ 9,291	\$ 11,000	\$ 12,500	\$ 20,000
02-4-221-229	Tools & Other Supplies	\$ 1,075	\$ 1,334	\$ 1,000	\$ 1,360
02-4-221-250	Small Equipment	\$ 2,523	\$ 1,800	\$ 1,800	\$ 650
	<b>Total Supplies</b>	<b>\$ 18,816</b>	<b>\$ 22,081</b>	<b>\$ 23,247</b>	<b>\$ 30,603</b>
02-4-221-333	Sewer Line Maintenance	\$ 7,781	\$ 8,000	\$ 8,000	\$ 8,000
02-4-221-339	Sewer Discharge Testing	\$ -	\$ 3,000	\$ 1,500	\$ 1,500
	<b>Total Facility Maintenance</b>	<b>\$ 7,781</b>	<b>\$ 11,000</b>	<b>\$ 9,500</b>	<b>\$ 9,500</b>
02-4-221-402	Equipment & Machinery Maint.	\$ 2,000	\$ 938	\$ 1,500	\$ 1,240
02-4-221-403	Vehicle Maintenance	\$ 3,216	\$ 3,500	\$ 1,500	\$ 2,000
02-4-221-407	Radio Maintenance	\$ -	\$ 200	\$ 100	\$ 200
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 5,216</b>	<b>\$ 4,638</b>	<b>\$ 3,100</b>	<b>\$ 3,440</b>
02-4-221-510	Dues & Publications	\$ 200	\$ 275	\$ 275	\$ 650
02-4-221-512	Registration & Tuition	\$ 20	\$ 300	\$ 301	\$ 405
02-4-221-550	Insurance-General Liability	\$ 434	\$ 750	\$ 700	\$ 700
02-4-221-554	Insurance-Automobile	\$ 988	\$ 1,350	\$ 1,674	\$ 1,700
02-4-221-555	Insurance-Mobile Equipment	\$ 123	\$ 150	\$ 150	\$ 150
02-4-221-581	Communication Services	\$ 78	\$ 90	\$ 125	\$ 125
	<b>Total Services</b>	<b>\$ 1,843</b>	<b>\$ 2,915</b>	<b>\$ 3,225</b>	<b>\$ 3,730</b>
02-4-221-802	Machinery & Equipment	\$ -	\$ -	\$ -	\$ 53,906
02-4-221-803	Vehicles	\$ -	\$ -	\$ -	\$ 22,000
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,906</b>
02-4-221-901	Transfer to GF-Franchise	\$ 73,000	\$ 73,000	\$ 73,000	\$ 90,500
02-4-221-902	Transfer to GF-Reimbursement	\$ 21,800	\$ 21,800	\$ 21,800	\$ 21,800
02-4-221-909	Transfer to WS Capital Projects Fund	\$ 26,200	\$ -	\$ -	\$ -
02-4-221-932	Transfer to 2002 CO's Fund	\$ 27,700	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 148,700</b>	<b>\$ 94,800</b>	<b>\$ 94,800</b>	<b>\$ 112,300</b>
	<b>Total Sewer - Collection</b>	<b>\$ 296,357</b>	<b>\$ 269,962</b>	<b>\$ 268,400</b>	<b>\$ 387,041</b>

**Sewer - Collection**

Account Number	Description	Amount
02-4-221-220	<b>Clothing Supplies</b> - Uniform rental - 4 employees \$ 1,560 - Rubber & leather gloves \$ 588 - Rubber boots - 4 pair \$ 60 - Steel toed boots - 4 pair \$ 580	\$ 2,788
221	<b>Chemical Supplies</b> - BEF enzymes \$ 5,100 - Copper sulfate \$ 260 - Chlorine \$ 25 - Odor control chemicals \$ 300 - Other chemicals \$ 120	\$ 5,805
229	<b>Tools &amp; Other Supplies</b> - Wrenches \$ 180 - Shovels & sharpshooters \$ 270 - Saw blades \$ 180 - 2 cycle oil \$ 20 - Traffic cones \$ 550 - Gatorade & ice \$ 64 - Marking paint \$ 96	\$ 1,360
250	<b>Small Equipment</b> - Push mower \$ 300 - Weedeater \$ 350	\$ 650
333	<b>Sewer Line Maintenance</b> - Materials, fittings, and supplies for maintenance and repair of sewer lines	\$ 8,000
339	<b>Sewer Discharge Testing</b> - Testing of industrial user effluent	\$ 1,500
402	<b>Equipment &amp; Machinery Maintenance</b> - Batteries \$ 10 - Tapes for "Sewer Rat" video \$ 30 - Grease cutters for sewer machine \$ 350 - Repair & maintenance of other equipment \$ 850	\$ 1,240
510	<b>Dues &amp; Publications</b> - Wastewater license renewal \$ 315 - Pest control license renewal \$ 60 - Central Texas Water Utility Association dues - 5 staff \$ 275	\$ 650
512	<b>Registration &amp; Tuition</b> - Wastewater 1 & 2 certification tests \$ 315 - Pest control classes \$ 90	\$ 405
581	<b>Communication Services</b> - Pager service	\$ 125
802	<b>Machinery &amp; Equipment</b> - Sewer jet trailer	\$ 53,906
803	<b>Vehicles</b> - 3/4 Ton pickup	\$ 22,000
901	<b>Transfer to GF-Franchise</b> - Franchise fee transfer to General fund	\$ 90,500
902	<b>Transfer to GF-Reimbursement</b> - Administrative, street, and shop costs	\$ 21,800

## Mission

---

To provide for the operation and maintenance of the lift stations which are a vital element of the sewer collection system.

## Description

---

- Maintains and repairs seventeen lift stations.
- Inspects and monitors the operational status of the lift stations.

## Accomplishments

---

- Kept maintenance costs low and reduced down-time on lift stations. (6C)
- Replaced pumps at Rockwool, Dunns Canyon, and Continental lift stations. (6C)
- Repaired force main and verified emergency by-pass pumping ability at Dunns Canyon lift station. (6C)

## Goals

---

- Retain and monitor records to prevent pump/motor failures and sewer overflows. (6C)
- Paint all lift stations. (6C)
- Add generator to Pecan and Leon Valley lift stations. (6C)
- Repair security fencing at lift stations. (6C)
- Install new signage at lift stations. (6C)
- Repair entrance to Canyon Creek lift station. (6C)
- Increase employee training. (3C)

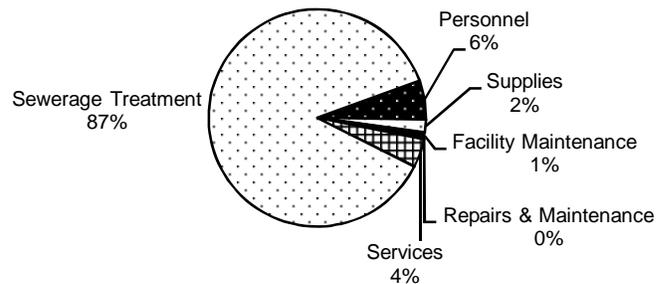
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 34,923	\$ 36,232	\$ 36,232	\$ 38,608
Supplies	\$ 8,399	\$ 9,864	\$ 10,164	\$ 12,407
Facility Maintenance	\$ 9,793	\$ 5,128	\$ 5,128	\$ 5,360
Repairs & Maintenance	\$ 1,482	\$ 1,550	\$ 1,050	\$ 1,050
Services	\$ 26,503	\$ 28,125	\$ 27,306	\$ 28,230
Sewerage Treatment	\$ 556,231	\$ 597,225	\$ 588,588	\$ 574,155
<b>Total</b>	<b>\$ 637,331</b>	<b>\$ 678,124</b>	<b>\$ 668,468</b>	<b>\$ 659,810</b>

**Workload/Demand Measures**

Measurement	FY 2007 Actual	FY 2008 Estimated	FY 2009 Budget
Number of Lift Stations	17	17	17
Man-Hours for Servicing	1,704	1,580	1,600
Gallons Discharged to Treatment Plant	568,086,000	413,756,000	500,000,000
Average Discharge per Day	1,556,400	1,133,578	1,369,863



**Sewer - Lift Stations**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-222-104	Salaries-Operations	\$ 26,044	\$ 26,591	\$ 26,591	\$ 28,122
02-4-222-107	Salaries-Overtime	\$ 295	\$ 798	\$ 798	\$ 844
02-4-222-121	TMRS	\$ 2,099	\$ 2,120	\$ 2,120	\$ 2,323
02-4-222-122	FICA	\$ 2,015	\$ 2,095	\$ 2,095	\$ 2,216
02-4-222-123	Employee Insurance	\$ 3,667	\$ 3,819	\$ 3,819	\$ 4,367
02-4-222-124	Workers' Comp. Insurance	\$ 738	\$ 764	\$ 764	\$ 637
02-4-222-125	Unemployment Compensation	\$ 65	\$ 45	\$ 45	\$ 99
	<b>Total Personnel</b>	<b>\$ 34,923</b>	<b>\$ 36,232</b>	<b>\$ 36,232</b>	<b>\$ 38,608</b>
02-4-222-220	Clothing Supplies	\$ 511	\$ 656	\$ 656	\$ 677
02-4-222-221	Chemical Supplies	\$ 4,675	\$ 5,540	\$ 5,540	\$ 5,540
02-4-222-222	Fuel	\$ 3,086	\$ 3,500	\$ 3,800	\$ 6,000
02-4-222-229	Tools & Other Supplies	\$ 127	\$ 168	\$ 168	\$ 190
	<b>Total Supplies</b>	<b>\$ 8,399</b>	<b>\$ 9,864</b>	<b>\$ 10,164</b>	<b>\$ 12,407</b>
02-4-222-333	Lift Station Maintenance	\$ 9,793	\$ 5,128	\$ 5,128	\$ 5,360
	<b>Total Facility Maintenance</b>	<b>\$ 9,793</b>	<b>\$ 5,128</b>	<b>\$ 5,128</b>	<b>\$ 5,360</b>
02-4-222-402	Equipment & Machinery Maint.	\$ 762	\$ 850	\$ 500	\$ 500
02-4-222-403	Vehicle Maintenance	\$ 720	\$ 600	\$ 450	\$ 450
02-4-222-407	Radio Maintenance	\$ -	\$ 100	\$ 100	\$ 100
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 1,482</b>	<b>\$ 1,550</b>	<b>\$ 1,050</b>	<b>\$ 1,050</b>
02-4-222-510	Dues & Publications	\$ -	\$ 160	\$ 160	\$ 160
02-4-222-512	Registration & Tuition	\$ 120	\$ -	\$ -	\$ 120
02-4-222-513	Travel & Meals	\$ 10	\$ -	\$ -	\$ -
02-4-222-554	Insurance-Automobile	\$ 258	\$ 350	\$ 538	\$ 350
02-4-222-556	Insurance-Real Property	\$ 11	\$ 15	\$ 8	\$ -
02-4-222-581	Communication Services	\$ 3,831	\$ 4,600	\$ 4,600	\$ 4,600
02-4-222-583	Electric Service	\$ 22,273	\$ 23,000	\$ 22,000	\$ 23,000
	<b>Total Services</b>	<b>\$ 26,503</b>	<b>\$ 28,125</b>	<b>\$ 27,306</b>	<b>\$ 28,230</b>
02-4-222-723	Sewerage Treatment Payments	\$ 556,231	\$ 597,225	\$ 588,588	\$ 574,155
	<b>Total Sewerage Treatment</b>	<b>\$ 556,231</b>	<b>\$ 597,225</b>	<b>\$ 588,588</b>	<b>\$ 574,155</b>
	<b>Total Sewer - Lift Stations</b>	<b>\$ 637,331</b>	<b>\$ 678,124</b>	<b>\$ 668,468</b>	<b>\$ 659,810</b>
	<b>Total Sewer</b>	<b>\$ 933,688</b>	<b>\$ 948,086</b>	<b>\$ 936,868</b>	<b>\$ 1,046,851</b>

**Sewer - Lift Stations**

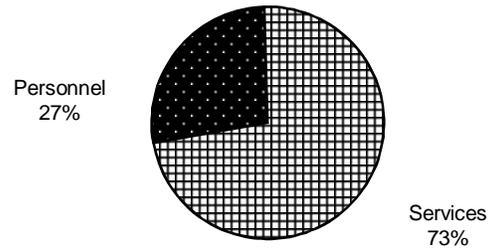
Account Number	Description	Amount
02-4-222-220	<b>Clothing Supplies</b> - Uniform rental - 1 employee \$ 364 - Steel toed boots - 1 pair \$ 145 - Leather & rubber gloves \$ 168	\$ 677
221	<b>Chemical Supplies</b> - BEF enzymes \$ 5,100 - Pesticides \$ 40 - Odor control chemicals \$ 400	\$ 5,540
229	<b>Tools &amp; Other Supplies</b> - Shovels & sharpshooters \$ 90 - Wrenches \$ 90 - Batteries \$ 10	\$ 190
333	<b>Lift Station Maintenance</b> - Sensaphone batteries \$ 160 - Materials, fittings, and supplies for maintenance and repair of 17 sewer lift stations \$ 5,200	\$ 5,360
510	<b>Dues &amp; Publications</b> - Wastewater license \$ 105 - Central Texas Water Utilities Association dues \$ 55	\$ 160
581	<b>Communication Services</b> - Monthly service for phone monitors in lift stations \$ 4,550 - Pager service \$ 50	\$ 4,600
583	<b>Electric Service</b> - Electric service for lift stations & pumps	\$ 23,000
723	<b>Sewerage Treatment Payments</b> - Payments to Brazos River Authority for sewerage treatment	\$ 574,155

**Description**

This department contains funding for the employee pay plan which was adopted in fiscal year 92-93. As employees receive pay increases, which are based on supervisor evaluations, funding is moved from the pay plan line item to the departmental personnel line items.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ -	\$ 30,000	\$ 22,000	\$ 30,000
Services	\$ 4,030	\$ 22,500	\$ 17,500	\$ 80,000
<b>Total</b>	<b>\$ 4,030</b>	<b>\$ 52,500</b>	<b>\$ 39,500</b>	<b>\$ 110,000</b>



**Other Costs**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
02-4-230-160	Pay Plan Costs	\$ -	\$ 30,000	\$ 22,000	\$ 30,000
	<b>Total Personnel</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 22,000</b>	<b>\$ 30,000</b>
02-4-230-571	Strategic Plan Elements	\$ 4,030	\$ 2,500	\$ 2,500	\$ 60,000
02-4-230-707	Contingency	\$ -	\$ 20,000	\$ 15,000	\$ 20,000
	<b>Total Services</b>	<b>\$ 4,030</b>	<b>\$ 22,500</b>	<b>\$ 17,500</b>	<b>\$ 80,000</b>
	<b>Total Other Costs</b>	<b>\$ 4,030</b>	<b>\$ 52,500</b>	<b>\$ 39,500</b>	<b>\$ 110,000</b>

**Other Costs**

Account Number	Description	Amount
02-4-230-160	<b>Pay Plan</b> - Funding for Pay Plan increases for W&S Fund employees	\$ 30,000
571	<b>Strategic Plan Elements</b> - Water/Sewer Fund FY 2009 strategic plan elements - 1A Strategic plan update \$ 5,000 - 4C Software for customer access to account information \$ 15,000 - 1G Federal lobbyist \$ 40,000	\$ 60,000
707	<b>Contingency</b> - Amount to be used in case of unforeseen items of expenditure	\$ 20,000



# **Economic Development Fund**

**CITY OF BELTON**  
**Fund Balance Projection**  
**FY 2009**

**- Development Corporation -**

<b>Projected Beginning Fund Balance</b>		<b><u>\$ 4,306,542</u></b>
Budgeted Revenues and Transfers In	\$ 1,195,750	
Budgeted Expenditures		
Personnel	\$ 176,823	
Supplies	\$ 5,199	
Repairs & Maintenance	\$ 22,650	
Services	\$ 208,697	
Debt Service	\$ 150,038	
Total Operating & Debt Expenditures	<u>\$ (563,407)</u>	
Revenues in Excess of O&M & Debt Expense	\$ 632,343	
Transfers	\$ (1,300,000)	
Capital Outlay	\$ (925,000)	
Other Costs	\$ (255,000)	
Net Impact of Budget on Fund Balance		(a) <u>\$ (1,847,657)</u>
<b>Projected Ending Fund Balance</b>		<b><u>\$ 2,458,885</u></b>

(a) Economic Development revenues fund annual operating expenses, as well as periodic, major construction projects in the business park.

**Economic Development Fund Revenues**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
05-3-1210	Economic Development Sales Tax	\$ 993,548	\$ 1,027,000	\$ 1,076,128	\$ 1,130,000
	<b>Total Sales Tax</b>	<b>\$ 993,548</b>	<b>\$ 1,027,000</b>	<b>\$ 1,076,128</b>	<b>\$ 1,130,000</b>
05-3-5210	Rental Income	\$ 88,360	\$ -	\$ -	\$ -
05-3-5710	Sale of Property	\$ 1,609,515	\$ -	\$ 1,279,118	\$ -
	<b>Total Other Revenue</b>	<b>\$ 1,697,875</b>	<b>\$ -</b>	<b>\$ 1,279,118</b>	<b>\$ -</b>
05-3-9100	Interest Income-Bank	\$ 448	\$ -	\$ -	\$ -
05-3-9120	Interest Income-TexPool	\$ 102,786	\$ 160,000	\$ 125,000	\$ 65,750
05-3-9121	Interest Income-TexStar	\$ 47,984	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 151,218</b>	<b>\$ 160,000</b>	<b>\$ 125,000</b>	<b>\$ 65,750</b>
	<b>Total Revenues</b>	<b>\$ 2,842,641</b>	<b>\$ 1,187,000</b>	<b>\$ 2,480,246</b>	<b>\$ 1,195,750</b>

**Revenue Assumptions:**

**Sales Tax:**

The Economic Development Fund was created in 1991 to account for the 1/2% economic development sales tax approved by voters in 1990. This additional sales tax can only be used for economic development purposes.

FY 2009 sales tax revenues were projected using the estimated collections for FY 2008 plus a 5% growth factor. This budgeted amount reflects the same growth projection as in General Fund sales tax revenue.

**Rental Income:**

Rental income was generated from the lease of the Development Corporation's third speculative building built in the Belton Business Park. This lease expired in May 2007, and the building was sold.

**Interest Income:**

All of the Development Corporation's idle, investable cash is invested in the depository bank, TexPool, or TexStar. The projected revenue for FY 2009 was developed with a roll forward of the monthly cash balance and slightly less than current market rates of return.

## Mission

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To promote, assist and enhance economic development activities within the City of Belton with special emphasis on job retention, job creation, and capital investment.

## Description

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- Serves as a liaison between the local business community and the City.
- Plans, acquires and develops additional industrial projects within the community.
- Markets the Belton community to business and industry with a goal of new business investment.
- Develops and administers financial assistance programs that provide incentives to industry to locate, expand or retain operations and facilities in Belton and broaden the community's tax base and employment opportunities for the citizens.
- Provides materials and programs that will enhance community awareness of the value of manufacturing/distribution operations within the community.
- Develops competitive incentive programs to entice business expansion in Belton.

## Accomplishments

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- Continued success of the Central Texas Economic Corridor Alliance. (1G, 5C)
- Sold 3 acres in the Belton Business Park for new construction and job creation. (5B)
- Sold 40,000 sq. ft. speculative building in the Belton Business Park. (5B)
- Enhanced marketing efforts by scheduling personal visits to corporate real estate consultants and by hosting special events in Belton. (5B)
- Implemented BEDC business roundtable meetings.
- Participated with City of Belton to fund FM 93 water line upgrade. (6B)
- Began expansion of Digby Drive. (6B)

## Goals

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- Sell a minimum of 10 acres in the Belton Business Park for new construction and job creation. (5B)
- Continue to enhance marketing efforts by scheduling personal visits to corporate real estate consultants and by hosting special events in Belton. (5B)
- Assist with the marketing and site selection of new retail operations within the City. (5B, 5C)
- Update state and regional allies on the availability of land and the advantages of locating in Belton. (1G, 5C)
- Enhance business retention and expansion efforts by maintaining existing relationships and building new relationships with local industry representatives. (1G, 5C)
- Assist in development and implementation of Economic Development strategic plan. (5A)

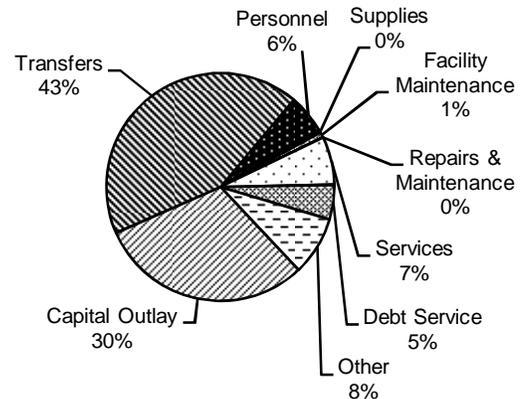
(Strategic Plan goal #)

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ 141,835	\$ 142,900	\$ 142,900	\$ 176,823
Supplies	\$ 6,282	\$ 5,052	\$ 3,300	\$ 5,199
Facility Maintenance	\$ 22,646	\$ 19,000	\$ 16,000	\$ 22,000
Repairs & Maintenance	\$ 740	\$ 650	\$ 650	\$ 650
Services	\$ 108,321	\$ 141,400	\$ 136,471	\$ 208,697
Debt Service	\$ 238,593	\$ 542,980	\$ 542,397	\$ 150,038
Other	\$ 1,895	\$ 50,000	\$ 50,000	\$ 255,000
Capital Outlay	\$ 74,640	\$ 1,767,350	\$ 1,767,350	\$ 925,000
Transfers	\$ -	\$ 255,000	\$ 255,000	\$ 1,300,000
<b>Total</b>	<b>\$ 594,952</b>	<b>\$ 2,924,332</b>	<b>\$ 2,914,068</b>	<b>\$ 3,043,407</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Economic Develop. Dir.	1	1	1
Administrative & Marketing Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>



**Economic Development**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
05-4-005-101	Salaries-Administrative	\$ 112,644	\$ 113,300	\$ 113,300	\$ 139,999
05-4-005-113	Health Insurance Allowance	\$ 1,735	\$ 1,807	\$ 1,807	\$ -
05-4-005-114	Vehicle Allowance	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
05-4-005-121	TMRS	\$ 9,238	\$ 9,281	\$ 9,281	\$ 11,613
05-4-005-122	FICA	\$ 9,117	\$ 9,173	\$ 9,173	\$ 11,077
05-4-005-123	Employee Insurance	\$ 3,871	\$ 4,023	\$ 4,023	\$ 8,734
05-4-005-124	Workers' Comp. Insurance	\$ 419	\$ 426	\$ 426	\$ 402
05-4-005-125	Unemployment Compensation	\$ 11	\$ 90	\$ 90	\$ 198
	<b>Total Personnel</b>	<b>\$ 141,835</b>	<b>\$ 142,900</b>	<b>\$ 142,900</b>	<b>\$ 176,823</b>
05-4-005-201	Office Supplies	\$ 1,637	\$ 2,252	\$ 1,500	\$ 2,000
05-4-005-202	Postage	\$ 380	\$ 500	\$ 300	\$ 500
05-4-005-229	Tools & Other Supplies	\$ 514	\$ 1,300	\$ 500	\$ 500
05-4-005-250	Small Equipment	\$ 3,751	\$ 1,000	\$ 1,000	\$ 2,199
	<b>Total Supplies</b>	<b>\$ 6,282</b>	<b>\$ 5,052</b>	<b>\$ 3,300</b>	<b>\$ 5,199</b>
05-4-005-301	Building Maintenance	\$ 1,420	\$ 1,000	\$ 1,000	\$ 2,000
05-4-005-333	Business Park Maintenance	\$ 21,226	\$ 18,000	\$ 15,000	\$ 20,000
	<b>Total Facility Maintenance</b>	<b>\$ 22,646</b>	<b>\$ 19,000</b>	<b>\$ 16,000</b>	<b>\$ 22,000</b>
05-4-005-404	Office Equipment Maintenance	\$ 85	\$ 150	\$ 150	\$ 150
05-4-005-406	Computer System Maintenance	\$ 655	\$ 500	\$ 500	\$ 500
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 740</b>	<b>\$ 650</b>	<b>\$ 650</b>	<b>\$ 650</b>
05-4-005-501	Advertising & Public Notices	\$ 25,010	\$ 36,300	\$ 36,300	\$ 50,000
05-4-005-510	Dues & Publications	\$ 1,822	\$ 6,900	\$ 6,900	\$ 6,575
05-4-005-512	Registration & Tuition	\$ 4,162	\$ 6,800	\$ 5,400	\$ 6,550
05-4-005-513	Travel & Meals	\$ 11,633	\$ 15,700	\$ 10,000	\$ 15,100
05-4-005-550	Insurance-General Liability	\$ 186	\$ 500	\$ 300	\$ 500
05-4-005-551	Insurance-Errors & Omissions	\$ 197	\$ 550	\$ 318	\$ 500
05-4-005-556	Insurance-Real Property	\$ 7,403	\$ 5,000	\$ 7,127	\$ 7,500
05-4-005-561	Legal Services	\$ 10,895	\$ 16,000	\$ 20,000	\$ 15,000
05-4-005-562	Engineering	\$ 8,743	\$ 10,000	\$ 10,000	\$ 10,000
05-4-005-570	Special Services	\$ 9,388	\$ 14,000	\$ 14,000	\$ 63,000
05-4-005-571	Admin. Reimb to General Fund	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
05-4-005-572	Audit Fees	\$ 1,500	\$ 1,750	\$ 1,750	\$ 2,600
05-4-005-579	Property Tax on Lease Value	\$ 3,587	\$ 1,600	\$ -	\$ -
05-4-005-581	Communication Services	\$ 3,277	\$ 4,000	\$ 2,300	\$ 3,000
05-4-005-585	Business Park Lighting	\$ 774	\$ 900	\$ 700	\$ 900
05-4-005-587	Office Rental	\$ 10,428	\$ 11,400	\$ 11,376	\$ 16,872
05-4-005-588	Water Service	\$ 4,316	\$ 5,000	\$ 5,000	\$ 5,600
	<b>Total Services</b>	<b>\$ 108,321</b>	<b>\$ 141,400</b>	<b>\$ 136,471</b>	<b>\$ 208,697</b>
05-4-005-601	Bond Principal Payments	\$ 148,308	\$ 484,329	\$ 484,329	\$ 101,336
05-4-005-602	Bond Interest Payments	\$ 89,173	\$ 57,651	\$ 57,651	\$ 48,052
05-4-005-603	Bond Paying Agent Fees	\$ 1,112	\$ 1,000	\$ 278	\$ 500
05-4-005-604	Arbitrage Rebate Calculation Fee	\$ -	\$ -	\$ 139	\$ 150
	<b>Total Debt Service</b>	<b>\$ 238,593</b>	<b>\$ 542,980</b>	<b>\$ 542,397</b>	<b>\$ 150,038</b>
05-4-005-701	Incentive Commitments	\$ -	\$ 45,000	\$ 45,000	\$ 250,000
05-4-005-710	Property Sales Expenses	\$ 1,895	\$ 5,000	\$ 5,000	\$ 5,000
	<b>Total Other</b>	<b>\$ 1,895</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 255,000</b>
05-4-005-801	Speculative Building IV	\$ 2,309	\$ 600,000	\$ 600,000	\$ -
05-4-005-802	Speculative Building V	\$ -	\$ -	\$ -	\$ 800,000
05-4-005-806	Computer Equipment	\$ 3,667	\$ -	\$ -	\$ -
05-4-005-850	Business Park Improvements	\$ -	\$ 1,167,350	\$ 1,167,350	\$ 125,000
05-4-005-851	Digby Drive - Business Park	\$ 68,664	\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>	<b>\$ 74,640</b>	<b>\$ 1,767,350</b>	<b>\$ 1,767,350</b>	<b>\$ 925,000</b>
05-4-005-903	Transfer to GF Cap. Projects Fund	\$ -	\$ 65,000	\$ 65,000	\$ 300,000
05-4-005-909	Transfer to WS Cap. Projects Fund	\$ -	\$ -	\$ -	\$ 1,000,000
05-4-005-949	Transfer to 2007 CO's TIRZ Fund	\$ -	\$ 190,000	\$ 190,000	\$ -
	<b>Total Transfers</b>	<b>\$ -</b>	<b>\$ 255,000</b>	<b>\$ 255,000</b>	<b>\$ 1,300,000</b>
	<b>Total Expenditures</b>	<b>\$ 594,952</b>	<b>\$ 2,924,332</b>	<b>\$ 2,914,068</b>	<b>\$ 3,043,407</b>

**Economic Development**

Account Number	Description	Amount
05-4-005-201	<b>Office Supplies</b>	
	- Letterhead and stationary	\$ 315
	- Envelopes	\$ 585
	- Business cards	\$ 100
	- Other	\$ 1,000
		<b>\$ 2,000</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Miscellaneous	
		<b>\$ 500</b>
250	<b>Small Equipment</b>	
	- Adobe creative suite 3 design standard	\$ 1,119
	- ProCure database	\$ 1,000
		<b>\$ 2,119</b>
333	<b>Business Park Maintenance</b>	
	- Mowing	\$ 17,500
	- Garbage collection	\$ 1,600
	- Maintain/replace entrance landscaping	\$ 500
	- Other	\$ 400
		<b>\$ 20,000</b>
501	<b>Advertising &amp; Public Notices</b>	
	- Spec IV listings	\$ 6,000
	- Annual contribution to CTEC for joint advertising/promotions	\$ 10,000
	- Community awareness advertising & chamber maps	\$ 500
	- Direct mail advertising	\$ 5,500
	- Website	\$ 2,000
	- Logo & branding campaign	\$ 10,000
	- Special printings	\$ 150
	- Other	\$ 15,850
		<b>\$ 50,000</b>
510	<b>Dues &amp; Publications</b>	
	- TEDC annual dues	\$ 350
	- IEDC annual dues	\$ 325
	- Perryman Letter	\$ 350
	- AUSA dues	\$ 150
	- Team Texas dues	\$ 3,000
	- Texas One membership	\$ 1,000
	- Central Texas Ad League	\$ 200
	- NAIOP dues	\$ 300
	- NTCAR dues	\$ 300
	- Local community organization	\$ 600
		<b>\$ 6,575</b>
512	<b>Registration &amp; Tuition</b>	
	- TEDC conferences	\$ 1,000
	- IEDC training	\$ 1,000
	- TEDC sales tax training	\$ 250
	- Industrial Asset Management Council	\$ 2,300
	- Trade show registration	\$ 1,000
	- Other	\$ 1,000
		<b>\$ 6,550</b>
561	<b>Legal Services</b>	
	- Contract preparation, property acquisition, negotiation, & option preparation	
		<b>\$ 15,000</b>
562	<b>Engineering</b>	
	- Soil testing, consulting, platting, surveying & other related services	
		<b>\$ 10,000</b>
570	<b>Special Services</b>	
	- Economic Development strategic plan	\$ 30,000
	- Surveys/studies & professional services	\$ 15,000
	- CTEC study	\$ 18,000
		<b>\$ 63,000</b>

**Economic Development Continued**

Account Number	Description	Amount
05-4-005-571	<b>Administrative Reimbursement to General Fund</b> - Reimbursement to the General Fund for administrative & finance services	\$ 5,000
572	<b>Audit Fees</b> - Annual audit fees	\$ 2,600
581	<b>Communication Services</b> - Internet access fees \$ 700 - Cellular phone \$ 1,500 - Local & long distance service \$ 800	\$ 3,000
585	<b>Business Park Lighting</b> - Electric service	\$ 900
588	<b>Water Service</b> - Water service for business park landscaping	\$ 5,600
601	<b>Bond Principal Payments</b> - Principal portion of annual bond payments	\$ 101,336
602	<b>Bond Interest Payments</b> - Interest portion of annual bond payments	\$ 48,052
603	<b>Bond Paying Agent Fees</b> - Fees for bond payment transactions	\$ 500
802	<b>Speculative Building V</b> - Speculative building V	\$ 800,000
850	<b>Business Park Improvements</b> - Site clearing, landscaping, & entrance signs designating Phase II as the Industrial Park	\$ 125,000
903	<b>Transfer to City-GF Capital Projects Fund</b> - Cost sharing with the City of Belton for the extension of Commerce Street from Sparta Road to Lake Road	\$ 300,000
909	<b>Transfer to W&amp;S Capital Projects Fund</b> - Cost sharing with the City of Belton for the water line along FM 93	\$ 1,000,000

# Drainage Fund

**CITY OF BELTON**  
**Fund Balance Projection**  
**FY 2009**

**- Drainage Fund -**

<b>Projected Beginning Fund Balance</b>		<b><u>\$ 185,000</u></b>
Budgeted Revenues and Transfers In	\$ 304,200	
Budgeted Expenditures		
Personnel	\$ 35,401	
Supplies	\$ 5,216	
Repairs & Maintenance	\$ 32,000	
Services	\$ 57,352	
Debt Service	\$ 25,039	
Total Operating & Debt Expenditures	<u>\$ (155,008)</u>	
Revenues in Excess of O&M & Debt Expense	\$ 149,192	
Capital Outlay	\$ (75,000)	
Net Impact of Budget on Fund Balance	(a) \$	<u>74,192</u>
<b>Projected Ending Fund Balance</b>		<b><u>\$ 259,192</u></b>

(a) Drainage revenues fund annual operating expenses, as well as periodic, major construction projects.

**Drainage Fund Revenues**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
07-3-5500	Storm Drainage Fees	\$ -	\$ -	\$ 218,000	\$ 300,000
	<b>Total Utility Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 218,000</b>	<b>\$ 300,000</b>
07-3-8101	Transfers from General Fund	\$ 100,000	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
05-3-9100	Interest Income-Bank	\$ 11	\$ -	\$ -	\$ -
05-3-9120	Interest Income-TexPool	\$ 1,886	\$ -	\$ 1,000	\$ 4,200
05-3-9121	Interest Income-TexStar	\$ 962	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 2,859</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 4,200</b>
	<b>Total Revenues</b>	<b>\$ 102,859</b>	<b>\$ -</b>	<b>\$ 219,000</b>	<b>\$ 304,200</b>

**Revenue Assumptions:**

**Utility Revenues:**

The drainage ordinance was adopted in November 2007, and the storm drainage fees became effective February 1, 2008.

**Interest Income:**

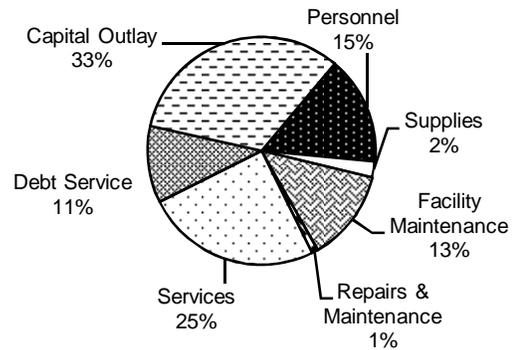
All of the Drainage Fund's idle, investable cash is invested in the depository bank, TexPool, or TexStar. The projected revenue for FY 2009 was developed with a roll forward of the monthly cash balance and slightly less than current market rates of return.

**Expenditure Summary**

Classification	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
Personnel	\$ -	\$ -	\$ -	\$ 35,401
Supplies	\$ -	\$ -	\$ 856	\$ 5,216
Facility Maintenance	\$ -	\$ -	\$ 2,419	\$ 30,000
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 2,000
Services	\$ 3,505	\$ -	\$ 6,923	\$ 57,352
Debt Service	\$ -	\$ -	\$ -	\$ 25,039
Capital Outlay	\$ 232,298	\$ -	\$ 9,802	\$ 75,000
<b>Total</b>	<b>\$ 235,803</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 230,008</b>

**Staffing**

Position	FY 2007 Number	FY 2008 Number	FY 2009 Number
Sr. Maintenance Worker	0	0	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>



Drainage Fund

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
07-4-080-104	Salaries-Operations	\$ -	\$ -	\$ -	\$ 24,502
07-4-080-107	Salaries-Overtime	\$ -	\$ -	\$ -	\$ 735
07-4-080-121	TMRS	\$ -	\$ -	\$ -	\$ 2,024
07-4-080-122	FICA	\$ -	\$ -	\$ -	\$ 1,931
07-4-080-123	Employee Insurance	\$ -	\$ -	\$ -	\$ 4,265
07-4-080-124	Workers' Comp. Insurance	\$ -	\$ -	\$ -	\$ 1,845
07-4-080-125	Unemployment Compensation	\$ -	\$ -	\$ -	\$ 99
	<b>Total Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,401</b>
07-4-080-220	Clothing Supplies	\$ -	\$ -	\$ -	\$ 716
07-4-080-221	Chemical Supplies	\$ -	\$ -	\$ -	\$ 500
07-4-080-222	Fuel	\$ -	\$ -	\$ -	\$ 3,000
07-4-080-229	Tools & Other Supplies	\$ -	\$ -	\$ -	\$ 1,000
07-4-080-250	Small Equipment	\$ -	\$ -	\$ 856	\$ -
	<b>Total Supplies</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 856</b>	<b>\$ 5,216</b>
07-4-080-333	Drainage Facilities Maintenance	\$ -	\$ -	\$ 2,419	\$ 30,000
	<b>Total Facility Maintenance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,419</b>	<b>\$ 30,000</b>
07-4-080-402	Machinery & Equipment Maint	\$ -	\$ -	\$ -	\$ 1,500
07-4-080-403	Vehicle Maintenance	\$ -	\$ -	\$ -	\$ 500
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>
07-4-080-501	Advertising & Public Notices	\$ -	\$ -	\$ 4,897	\$ -
07-4-080-521	Lease Payments	\$ -	\$ -	\$ -	\$ 39,352
07-4-080-561	Legal Services	\$ 3,505	\$ -	\$ 2,026	\$ 3,000
07-4-080-562	Engineering	\$ -	\$ -	\$ -	\$ 5,000
07-4-080-570	Public Education	\$ -	\$ -	\$ -	\$ 10,000
	<b>Total Services</b>	<b>\$ 3,505</b>	<b>\$ -</b>	<b>\$ 6,923</b>	<b>\$ 57,352</b>
07-4-080-601	Bond Principal Payments	\$ -	\$ -	\$ -	\$ 12,562
07-4-080-602	Bond Interest Payments	\$ -	\$ -	\$ -	\$ 12,477
	<b>Total Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,039</b>
07-4-080-803	Vehicles	\$ -	\$ -	\$ -	\$ 15,000
07-4-080-809	Miller Heights Drainage Study	\$ 13,000	\$ -	\$ 4,600	\$ -
07-4-080-819	Impervious Cover Study	\$ 9,740	\$ -	\$ 930	\$ -
07-4-080-829	SW Phase II General Permi	\$ -	\$ -	\$ 4,272	\$ -
07-4-080-850	Drainage Projects	\$ -	\$ -	\$ -	\$ 60,000
07-4-080-851	Beal St. Drainage-ROW	\$ 720	\$ -	\$ -	\$ -
07-4-080-852	Beal St. Drain Phase II Cons	\$ 111,387	\$ -	\$ -	\$ -
07-4-080-855	Beal Street Drainage-Hydrumulcl	\$ 5,600	\$ -	\$ -	\$ -
07-4-080-859	Beal St. Drainage-Engineerin	\$ 481	\$ -	\$ -	\$ -
07-4-080-869	Drainage-Huey Rd. Extensior	\$ 91,370	\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>	<b>\$ 232,298</b>	<b>\$ -</b>	<b>\$ 9,802</b>	<b>\$ 75,000</b>
	<b>Total Expenditures</b>	<b>\$ 235,803</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 230,008</b>

**Drainage Fund**

Account Number	Description	Amount
07-4-080-220	<b>Clothing Supplies</b>	
	- Uniforms	\$ 476
	- Steel toed boots	\$ 145
	- Rain gear	\$ 95
		<b>\$ 716</b>
229	<b>Tools &amp; Other Supplies</b>	
	- Miscellaneous tools	\$ 500
	- Miscellaneous supplies	\$ 500
		<b>\$ 1,000</b>
333	<b>Drainage Facilities Maintenance</b>	
	- Repair and maintenance of drainage facilities	
		<b>\$ 30,000</b>
521	<b>Lease Payments</b>	
	- 1st of 4 Annual payments of sweeper	
		<b>\$ 39,352</b>
561	<b>Legal Services</b>	
	- Legal services	
		<b>\$ 3,000</b>
562	<b>Engineering</b>	
	- Consulting, platting, surveying, & other related services	
		<b>\$ 5,000</b>
570	<b>Public Education</b>	
	- Stormwater education	
		<b>\$ 10,000</b>
601	<b>Bond Principal Payments</b>	
	- Principal portion of annual bond payments	
		<b>\$ 12,562</b>
602	<b>Bond Interest Payments</b>	
	- Interest portion of annual bond payments	
		<b>\$ 12,477</b>
803	<b>Vehicles</b>	
	- 1/2 Ton pickup truck	
		<b>\$ 15,000</b>
850	<b>Drainage Projects</b>	
	- Low water crossing at Nolan Creek	
		<b>\$ 60,000</b>

# Hotel ~ Motel Fund

**CITY OF BELTON**  
**Projected Fund Balance**  
**FY 2009**

**- Hotel/Motel Fund -**

Projected Beginning Fund Balance		\$ 239,000
Budgeted Revenues	\$ 188,725	
Budgeted Expenditures:		
Chamber	\$ 160,650	
City	\$ 5,000	
	\$ (165,650)	
Net Impact of Budget on Fund Balance		\$ 23,075
Projected Ending Fund Balance	(a)	<b>\$ 262,075</b>

(a) Decrease in fund balance is planned, and results from the use of fund balance for non-recurring expenditure.

**Hotel/Motel Fund Revenues**

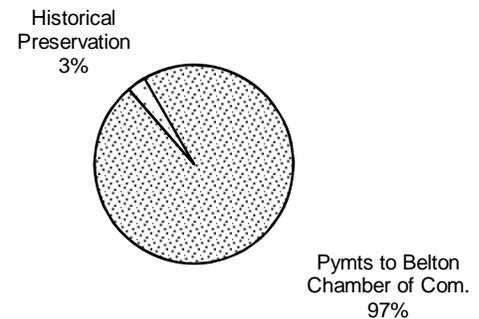
Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
14-3-1400	Hotel/Motel Tax Revenue	\$ 163,749	\$ 155,000	\$ 176,000	\$ 185,325
	<b>Total Hotel/Motel Tax</b>	<b>\$ 163,749</b>	<b>\$ 155,000</b>	<b>\$ 176,000</b>	<b>\$ 185,325</b>
14-3-9100	Interest Income-Bank	\$ 31	\$ -	\$ -	\$ -
14-3-9120	Interest Income-TexPool	\$ 6,277	\$ 6,200	\$ 6,200	\$ 3,400
14-3-9121	Interest Income-TexStar	\$ 3,185	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 9,493</b>	<b>\$ 6,200</b>	<b>\$ 6,200</b>	<b>\$ 3,400</b>
	<b>Total Hotel/Motel Revenues</b>	<b>\$ 173,242</b>	<b>\$ 161,200</b>	<b>\$ 182,200</b>	<b>\$ 188,725</b>

**Revenue Assumptions:**

Hotel/Motel Fund revenues consist primarily of hotel room taxes. The current City hotel occupancy tax rate is 7%. This revenue stream is projected for each ensuing year using trend analysis and current quarterly receipts.

**Hotel/Motel Fund Expenditures**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
14-4-014-700	Pymts to Belton Chamber of Com.	\$ 96,368	\$ 160,150	\$ 160,150	\$ 160,650
14-4-014-715	Historical Preservation	\$ 3,748	\$ 5,000	\$ 5,000	\$ 5,000
	<b>Total Hotel/Motel Expenditures</b>	<b>\$100,116</b>	<b>\$165,150</b>	<b>\$165,150</b>	<b>\$165,650</b>



Hotel/Motel

Account Number	Description	Amount
14-4-014-700	<p><b>Payments to Belton Chamber of Commerce</b></p> <p><b>Special Events</b></p> <ul style="list-style-type: none"> <li>- July 4th Celebration \$ 10,000</li> <li>- Group support \$ 2,500</li> </ul> <p><u>Expo Events:</u></p> <ul style="list-style-type: none"> <li>- Central Texas State Fair \$ 1,000</li> <li>- Fun Tier Kennel Club \$ 200</li> <li>- American Cutting Horse Association \$ 2,000</li> <li>- Texas Western Fiddling Showcase \$ 150</li> <li>- Jehovah's Witness Convention \$ 3,000 \$ 6,350</li> </ul> <p><b>Convention &amp; Visitor Services</b></p> <ul style="list-style-type: none"> <li>- Visitor packet supplies \$ 6,000</li> <li>- Association dues-TACVB, TAF&amp;E, G.I.F.T., TTI/ \$ 1,800</li> <li>- Visitor services coordinator staff support \$ 40,000</li> <li>- Convention services \$ 6,000</li> <li>- Professional development \$ 3,000 \$ 56,800</li> </ul> <p><b>Marketing &amp; Advertising</b></p> <ul style="list-style-type: none"> <li>- Billboards \$ 21,000</li> <li>- Bell County Museum \$ 7,000</li> <li>- Bell County Expo Center \$ 5,000</li> <li>- General advertising \$ 25,000</li> <li>- Central Texas Tourism Council Co-op promotion \$ 9,000</li> <li>- Visitor guides \$ 6,000</li> <li>- Downtown decorations \$ 3,000</li> <li>- Website fee \$ 4,000</li> <li>- Promotional items \$ 5,000 \$ 85,000</li> </ul>	<p style="text-align: right;"><b>\$ 160,650</b></p>
715	<p><b>Historical Preservation</b></p> <ul style="list-style-type: none"> <li>- Flags and Christmas decorations</li> </ul>	<p style="text-align: right;"><b>\$ 5,000</b></p>

# Debt Service Fund

**CITY OF BELTON**  
**Fund Balance Projection**  
**FY 2009**

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**- Debt Service Fund -**

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Projected Beginning Fund Balance		<b>\$ 158,000</b>
Budgeted Revenues	\$ 797,801	
Budgeted Expenditures:		
Principal	\$ 419,058	
Interest	\$ 377,138	
Fees	<u>\$ 5,000</u>	
Total Expenditures	<u>\$ (801,196)</u>	
Net Impact of Budget on Fund Balance		<u>\$ (3,395)</u>
Projected Ending Fund Balance		<u><u>\$ 154,605</u></u>

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**Debt Service Fund Revenues**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
15-3-1010	Current Ad Valorem Taxes	\$ 609,365	\$ 713,034	\$ 713,034	\$ 779,266
15-3-1020	Tax Discounts	\$ (11,956)	\$ (14,974)	\$ (14,552)	\$ (16,365)
15-3-1030	Delinquent Ad Valorem Taxes	\$ 12,965	\$ 12,150	\$ 12,150	\$ 12,150
15-3-1040	Penalty & Interest	\$ 9,535	\$ 9,450	\$ 9,450	\$ 9,450
15-3-1050	Payment in Lieu of taxes	\$ 36,000	\$ -	\$ -	\$ -
	<b>Total Ad Valorem Taxes</b>	<b>\$ 655,909</b>	<b>\$ 719,660</b>	<b>\$ 720,082</b>	<b>\$ 784,501</b>
15-3-9100	Interest Income-Bank	\$ 66	\$ -	\$ -	\$ -
15-3-9120	Interest Income-TexPool	\$ 14,164	\$ 25,000	\$ 15,000	\$ 13,300
15-3-9121	Interest Income-TexStar	\$ 6,612	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 20,842</b>	<b>\$ 25,000</b>	<b>\$ 15,000</b>	<b>\$ 13,300</b>
	<b>Total Debt Service Revenue</b>	<b>\$ 676,751</b>	<b>\$ 744,660</b>	<b>\$ 735,082</b>	<b>\$ 797,801</b>

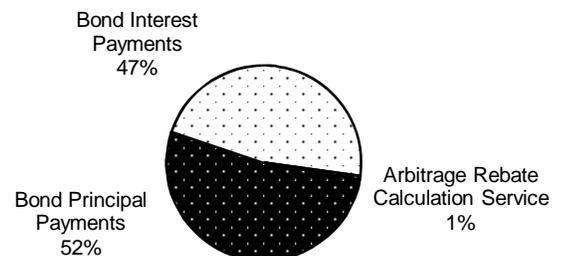
**Revenue Assumptions:**

Revenues for the Debt Service Fund are generated by ad valorem taxes and related penalties, interest, and discounts. The ad valorem tax rate is comprised of two components: (1) The operations and maintenance (M&O) rate, used to fund activities of the General Fund; and (2) the debt service rate. The debt service rate is computed according to the truth-in-taxation computations established by the State of Texas. The debt service tax rate is basically the amount of payments on general obligation bonds for the coming year divided by the taxable value for the coming year.

Current tax revenue for the Debt Service Fund was computed using a debt service rate of \$.1156 per \$100 of taxable value and a collection rate of 97%. Tax discounts are projected at 2% of the current debt service levy, delinquent tax revenues (40%), and penalty and interest (30%) are calculated as a percentage of the delinquent taxes receivable at the beginning of the fiscal year.

**Debt Service Fund Expenditures**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
15-4-015-601	Bond Principal Payments	\$ 353,370	\$ 363,370	\$ 363,370	\$ 419,058
15-4-015-602	Bond Interest Payments	\$ 256,680	\$ 324,620	\$ 324,802	\$ 377,138
15-4-015-604	Arbitrage Rebate Calculation Service	\$ 6,895	\$ 6,250	\$ 2,314	\$ 5,000
	<b>Total Debt Service Expenditures</b>	<b>\$ 616,945</b>	<b>\$ 694,240</b>	<b>\$ 690,486</b>	<b>\$ 801,196</b>





# TIRZ Fund

**CITY OF BELTON**  
**Fund Balance Projection**  
**FY 2009**

**- TIRZ Fund -**

Projected Beginning Fund Balance		<b>\$ 128,589</b>
Budgeted Revenues	\$ 472,228	
Budgeted Expenditures:		
Debt Service	\$ 156,906	
Capital Projects	\$ 305,000	
Transfers	\$ 50,000	
Façade Grants	<u>\$ 50,000</u>	
Total Expenditures	<u>\$ (561,906)</u>	
Net Impact of Budget on Fund Balance		<u>\$ (89,678)</u>
Projected Ending Fund Balance		<u><u>\$ 38,911</u></u>

**TIRZ Fund Revenues**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
23-3-1010	City TIRZ	\$ 158,747	\$ 221,506	\$ 224,795	\$ 296,671
23-3-1011	County TIRZ	\$ 92,435	\$ 128,338	\$ 130,021	\$ 170,767
	<b>Total Ad Valorem Tax</b>	<b>\$ 251,182</b>	<b>\$ 349,844</b>	<b>\$ 354,816</b>	<b>\$ 467,438</b>
23-3-9100	Interest Income-Bank	\$ 16	\$ -	\$ -	\$ -
23-3-9120	Interest Income-TeXPool	\$ 3,776	\$ 2,500	\$ 4,736	\$ 4,790
23-3-9121	Interest Income-TeXStar	\$ 1,920	\$ -	\$ -	\$ -
	<b>Total Interest Income</b>	<b>\$ 5,712</b>	<b>\$ 2,500</b>	<b>\$ 4,736</b>	<b>\$ 4,790</b>
	<b>Total Revenues</b>	<b>\$ 256,894</b>	<b>\$ 352,344</b>	<b>\$ 359,552</b>	<b>\$ 472,228</b>

**Revenue Assumptions:**

**Ad Valorem Tax:**

TIRZ ad valorem taxes are generated through the taxation of increased property values in the TIRZ zone. The TIRZ ad valorem property valuations for both the City and County portions for TIRZ revenues are prepared by the Bell County Appraisal District. The tax levy is then computed by applying the tax rate, set by each governing body, to the TIRZ taxable values. (A discussion of the development of the City tax rate is contained in the "Tax and Bond Information" section of this document.)

**Interest Income:**

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. The city will invest all idle cash in order to maximize earnings. All of the City's idle cash funds are invested in the depository bank, TexPool, TexStar, or Treasury securities. The projected interest earnings for FY 2009 are \$4,790.

**TIRZ Fund Expenditures**

Account Number	Account Name	FY 2007 Actual	FY 2008 Budget	FY 2008 Estimated	FY 2009 Budget
23-4-023-601	Bond Principal Payments	\$ -	\$ 95,000	\$ 95,000	\$ 90,000
23-4-023-602	Bond Interest Payments	\$ -	\$ 62,748	\$ 62,566	\$ 66,906
	<b>Total Debt Service</b>	<b>\$ -</b>	<b>\$ 157,748</b>	<b>\$ 157,566</b>	<b>\$ 156,906</b>
23-4-023-703	Façade Grants	\$ 10,000	\$ 20,000	\$ -	\$ 50,000
	<b>Total Other</b>	<b>\$ 10,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>
23-4-023-804	Gin Project	\$ -	\$ 50,000	\$ -	\$ 10,000
23-4-023-805	Central Avenue Gateway	\$ -	\$ -	\$ -	\$ 200,000
23-4-023-806	Sidewalks	\$ -	\$ -	\$ -	\$ 70,000
23-4-023-807	Nolan Creek Bridge	\$ -	\$ -	\$ -	\$ 25,000
	<b>Total Capital Projects</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 305,000</b>
23-4-023-903	Transfer to GF Cap. Projects Fund	\$ -	\$ 110,000	\$ 110,000	\$ 50,000
23-4-023-920	Transfer to Harris Park Fund	\$ 100,000	\$ -	\$ -	\$ -
	<b>Total Transfers</b>	<b>\$ 100,000</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ 50,000</b>
	<b>Total Expenditures</b>	<b>\$ 110,000</b>	<b>\$ 337,748</b>	<b>\$ 267,566</b>	<b>\$ 561,906</b>

**TIRZ**

Account Number	Description	Amount
23-4-023-601	<b>Bond Principal Payments</b> - Principal payments on TIRZ general obligation bonds	\$ 90,000
602	<b>Bond Interest Payments</b> - Interest payments on TIRZ general obligation bonds	\$ 66,906
703	<b>Façade Grants</b> - Grants for façade improvements made in the historic downtown area	\$ 50,000
804	<b>Gin Project</b> - Payment for public improvements related to the Gin property project	\$ 10,000
805	<b>Central Avenue Gateway</b> - Central Avenue Gateway project	\$ 200,000
806	<b>Sidewalks</b> - Sparta Street & Downtown sidewalks	\$ 70,000
807	<b>Nolan Creek Bridge</b> - Preliminary design report of Nolan Creek Hike & Bike Trail bridge connection to Downtown	\$ 25,000
903	<b>Transfer to GF Capital Projects Fund</b> - Traffic Impact study \$ 30,000 - ½ of final design of Commerce Street extension project \$ 20,000	\$ 50,000

# TAX INFORMATION

## **TAX RATE**

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All taxable property within the City is subject to the assessment, levy, and collection of a continuing, direct annual ad valorem tax sufficient to provide for the payment of principal and interest on all general obligation tax debt within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City and limits its maximum ad valorem tax rate to \$2.50 per \$100 assessed valuation for all City purposes. The City Charter limits the tax rate to \$1.90 per \$100 of assessed valuation for all City purposes. The City's FY 2009 rate is well below both of these limits.

By each September 1, or as soon thereafter as practicable, the City Council adopts a tax rate per \$100 assessed valuation for the current year. The tax rate consists of two components: (1) a rate for funding of maintenance and operations expenditures, and (2) a rate for debt service.

## **STATE REQUIREMENTS**

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Under the State Tax Code, the City must annually calculate and publicize its "effective tax rate" and "rollback tax rate". The City Council may not adopt a tax rate that produces more revenue than in the prior year until it has held a public hearing on the proposed revenue increase. The hearing is held following a published notice to the taxpayers and otherwise complying with the Tax Code. If the adopted tax rate exceeds the rollback tax rate, the qualified voters of the City by petition, may require that an election be held to determine whether or not to reduce the tax rate adopted for the current year to the rollback rate.

"Effective tax rate" means the rate that will produce last year's maintenance and operation tax levy (adjusted) from this year's values (adjusted). "Adjusted" means lost values are not included in the calculation of last year's taxes and new values are not included in this year's taxable values.

"Rollback tax rate" means the rate that will produce last year's maintenance and operation tax levy (adjusted) multiplied by 1.08 plus a rate that will produce this year's debt service from this year's values (unadjusted) divided by the anticipated tax collection rate.

## **PAYMENT OF TAXES**

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Current tax notices are mailed out in early October of each year. Current taxes are due by January 31 of each year and incur penalty and interest after that date. There is a 15% attorney fee added after July 1. The penalty and interest rates are as follows:

<u>Month of Payment</u>	<u>Penalty</u>	<u>Interest</u>	<u>Total</u>
February	6%	1%	7%
March	7%	2%	9%
April	8%	3%	11%
May	9%	4%	13%
June	10%	5%	15%
July	12%	6%	18%

## **DISCOUNTS**

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The City Council of Belton has elected to provide that current taxes paid prior to December 31 of the year shall be subject to discounts as follows:

Paid October 1 to October 31	3%
Paid November 1 to November 30	2%
Paid December 1 to December 31	1%

# CITY OF BELTON Annual Budget FY 2009

## - Tax Structure -

Total Appraised Value		\$ 885,807,551
Less: Totally Exempt Property	\$ (165,870,755)	
Over 65 Exemptions	\$ (9,364,544)	
Cap on Residential Increases	\$ (3,606,374)	
Ag Value Loss	\$ (8,288,404)	
Veterans' Exemptions	\$ (2,379,851)	
Disabled Exemptions	\$ (1,043,187)	
Charitable Organizations	\$ (118,493)	
Pollution Control	\$ (182,200)	
Total Reductions in Value		\$ (190,853,808)
Taxable Value		<u>\$ 694,953,743</u>
Tax Rate per \$100 Valuation		\$ 0.6550
Estimated Tax Levy		<u>\$ 4,551,947</u>
<b>Estimated Collections at 97%</b>		<b><u>\$ 4,415,389</u></b>

## - Comparison of Taxable Value, Levy and Rates -

	FY 2006	FY 2007	FY 2008	FY 2009
Taxable Value	\$ 502,019,398	\$ 569,777,215	\$ 626,671,977	\$ 694,953,743
Maint & Oper Tax Rate	\$ 0.5517	\$ 0.5456	\$ 0.5377	\$ 0.5394
Debt Service Tax Rate	<u>\$ 0.1233</u>	<u>\$ 0.1094</u>	<u>\$ 0.1173</u>	<u>\$ 0.1156</u>
Total Tax Rate	\$ 0.6750	\$ 0.6550	\$ 0.6550	\$ 0.6550
Tax Levy	\$ 3,388,631	\$ 3,732,041	\$ 4,104,701	\$ 4,551,947



Each \$1,000,000 of taxable valuation at 97% collection produces \$ 6,354



Each \$0.01 of tax at 97% collection produces \$ 67,411

# CITY OF BELTON

## Annual Budget

### FY 2009

#### - HISTORICAL TAX DATA -

Fiscal Year	Tax Year	Tax Rate*	Appraised Value	Taxable Value	Tax Levy
FY 1991	1990	\$ 0.8225	\$ 261,130,395	\$ 192,204,459	\$ 1,580,882
FY 1992	1991	\$ 0.8185	\$ 264,076,603	\$ 193,946,188	\$ 1,587,450
FY 1993	1992	\$ 0.8239	\$ 265,669,769	\$ 193,800,269	\$ 1,596,720
FY 1994	1993	\$ 0.8239	\$ 286,972,981	\$ 196,779,138	\$ 1,621,263
FY 1995	1994	\$ 0.8239	\$ 295,089,159	\$ 202,417,839	\$ 1,667,721
FY 1996	1995	\$ 0.7214	\$ 333,615,927	\$ 237,681,604	\$ 1,714,635
FY 1997	1996	\$ 0.7252	\$ 341,527,581	\$ 243,996,112	\$ 1,769,460
FY 1998	1997	\$ 0.7200	\$ 354,346,497	\$ 254,733,472	\$ 1,834,081
FY 1999	1998	\$ 0.7100	\$ 371,900,738	\$ 272,590,935	\$ 1,935,396
FY 2000	1999	\$ 0.7100	\$ 385,634,427	\$ 283,736,431	\$ 2,014,529
FY 2001	2000	\$ 0.6975	\$ 428,138,739	\$ 315,721,359	\$ 2,202,156
FY 2002	2001	\$ 0.6975	\$ 447,228,046	\$ 329,915,935	\$ 2,301,164
FY 2003	2002	\$ 0.6750	\$ 520,863,662	\$ 366,357,119	\$ 2,472,911
FY 2004	2003	\$ 0.7350	\$ 553,603,186	\$ 394,021,318	\$ 2,896,057
FY 2005	2004	\$ 0.7050	\$ 612,116,361	\$ 439,678,942	\$ 3,099,737
FY 2006	2005	\$ 0.6750	\$ 681,292,912	\$ 502,019,398	\$ 3,388,631
FY 2007	2006	\$ 0.6550	\$ 750,068,830	\$ 569,777,215	\$ 3,732,041
FY 2008	2007	\$ 0.6550	\$ 821,610,708	\$ 626,671,977	\$ 4,104,701
FY 2009	2008	\$ 0.6550	\$ 885,807,551	\$ 694,953,743	\$ 4,551,947

\* Per \$100 of taxable value.

# BONDED DEBT

The cost of acquisition for large capital items and the construction of infrastructure sometimes exceed the amount of funding available from operating revenues and resources. When this occurs, the City may issue long-term debt obligations, typically bonds and certificates of obligation. These issues require greater legal formality than bank loans and some may also require voter approval.

## TYPES OF DEBT

---

The City of Belton has three types of debt outstanding. **General obligation debt** is backed by the full faith and credit of the City; in other words, the debt is guaranteed by a pledge of ad valorem taxes.

**Revenue debt** is payable from a specific source of revenue and does not affect the ad valorem tax rate. Revenue debt typically has a "coverage" requirement pursuant to the particular debt covenants. Coverage is the ratio of net pledged revenues to related debt service for a specific year. The Economic Development Sales Tax Bonds have a coverage ratio of 1.5 for issuance of parity debt.

**Combination debt** is backed by a cross-pledge of taxes and revenues from a specific source of revenue. The City's combination debt is repaid with a combination of ad valorem taxes, water and sewer revenues, and sales tax revenues.

A schedule of outstanding debt issues and debt service requirements appears on the immediately following pages.

## DEBT LIMIT

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No direct funded debt limitation is imposed on the City under current State law or the City Charter. Article XI, Section 5, of the Texas Constitution is applicable to the City, and limits its maximum ad valorem rate to \$2.50 per \$100 of assessed valuation for all City purposes. The City Charter limits the tax rate to \$1.90 per \$100 of assessed valuation for all City purposes. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.25 of the maximum tax rate for general obligation debt service. The City's FY 2009 tax rate is well below all of the aforementioned limits.

Assessed Value, 2008 (FY 2009) Tax Roll	\$694,953,743
Limit on Amount Designated for Debt Service	<u>        x 1.25%</u>
Legal Debt Limit	\$ 8,686,922
 General Obligation Debt Service FY 2009	 \$ 801,196

**City of Belton  
Annual Budget  
FY 2009**

**General Obligation Debt  
- Schedule of Bonded Debt -**

<b>Issue</b>	<b>Maturity Date</b>	<b>---Interest Rates---</b>		<b>Original Issue</b>	<b>Outstanding 10/01/08</b>
		<b>Low</b>	<b>High</b>		
2002 CO's - GO Portion	8/1/2013	4.40%	4.40%	\$ 283,710	\$ 141,860
2003 GO's	8/1/2023	4.15%	4.15%	\$2,480,000	\$ 2,195,000
2005 GO's	8/1/2025	3.54%	3.54%	\$4,500,000	\$ 3,740,000
2007 CO's - GO Portion	8/1/2027	4.13%	4.13%	\$2,230,000	\$ 2,230,000
2008 CO's - GO Portion	8/1/2028	4.19%	4.19%	\$1,485,000	<u>\$ 1,485,000</u>
<b>Total General Obligation Debt Outstanding October 1, 2008</b>					<b><u>\$ 9,791,860</u></b>

**CITY OF BELTON  
Annual Budget  
FY 2009**

**General Obligation Debt  
- Schedule of Requirements -**

Fiscal Year	2002 CO's GO Portion		2003 GO's		2005 GO's		2007 CO's GO Portion		2008 CO's GO Portion		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2009	\$ 28,370	\$ 6,242	\$ 105,000	\$ 91,093	\$ 180,000	\$ 132,396	\$ 50,000	\$ 92,099	\$ 55,687	\$ 55,308	\$ 419,057	\$ 377,138	\$ 796,195
FY 2010	\$ 28,370	\$ 4,994	\$ 105,000	\$ 86,735	\$ 190,000	\$ 126,024	\$ 55,000	\$ 90,034	\$ 51,975	\$ 59,889	\$ 430,345	\$ 367,676	\$ 798,021
FY 2011	\$ 28,370	\$ 3,745	\$ 115,000	\$ 82,378	\$ 190,000	\$ 119,298	\$ 60,000	\$ 87,763	\$ 51,975	\$ 57,711	\$ 445,345	\$ 350,895	\$ 796,240
FY 2012	\$ 28,370	\$ 2,497	\$ 120,000	\$ 77,605	\$ 195,000	\$ 112,572	\$ 65,000	\$ 85,285	\$ 55,688	\$ 55,533	\$ 464,058	\$ 333,492	\$ 797,550
FY 2013	\$ 28,380	\$ 1,249	\$ 125,000	\$ 72,625	\$ 195,000	\$ 105,669	\$ 75,000	\$ 82,600	\$ 55,687	\$ 53,199	\$ 479,067	\$ 315,342	\$ 794,409
FY 2014			\$ 130,000	\$ 67,438	\$ 225,000	\$ 98,766	\$ 85,000	\$ 79,503	\$ 59,400	\$ 50,866	\$ 499,400	\$ 296,573	\$ 795,973
FY 2015			\$ 135,000	\$ 62,043	\$ 230,000	\$ 90,801	\$ 95,000	\$ 75,992	\$ 63,112	\$ 48,377	\$ 523,112	\$ 277,213	\$ 800,325
FY 2016			\$ 145,000	\$ 56,440	\$ 230,000	\$ 82,659	\$ 105,000	\$ 72,069	\$ 66,825	\$ 45,733	\$ 546,825	\$ 256,901	\$ 803,726
FY 2017			\$ 150,000	\$ 50,423	\$ 240,000	\$ 74,517	\$ 105,000	\$ 67,732	\$ 66,825	\$ 42,933	\$ 561,825	\$ 235,605	\$ 797,430
FY 2018			\$ 155,000	\$ 44,198	\$ 250,000	\$ 66,021	\$ 115,000	\$ 63,395	\$ 70,538	\$ 40,133	\$ 590,538	\$ 213,747	\$ 804,285
FY 2019			\$ 165,000	\$ 37,765	\$ 255,000	\$ 57,171	\$ 120,000	\$ 58,646	\$ 74,250	\$ 37,177	\$ 614,250	\$ 190,759	\$ 805,009
FY 2020			\$ 175,000	\$ 30,918	\$ 260,000	\$ 48,144	\$ 125,000	\$ 53,690	\$ 77,963	\$ 34,066	\$ 637,963	\$ 166,818	\$ 804,781
FY 2021			\$ 180,000	\$ 23,655	\$ 270,000	\$ 38,940	\$ 135,000	\$ 48,527	\$ 81,675	\$ 30,800	\$ 666,675	\$ 141,922	\$ 808,597
FY 2022			\$ 190,000	\$ 16,185	\$ 275,000	\$ 29,382	\$ 150,000	\$ 42,952	\$ 81,675	\$ 27,377	\$ 696,675	\$ 115,896	\$ 812,571
FY 2023			\$ 200,000	\$ 8,300	\$ 265,000	\$ 19,647	\$ 170,000	\$ 36,757	\$ 85,387	\$ 23,955	\$ 720,387	\$ 88,659	\$ 809,046
FY 2024					\$ 140,000	\$ 10,266	\$ 175,000	\$ 29,736	\$ 89,100	\$ 20,378	\$ 404,100	\$ 60,380	\$ 464,480
FY 2025					\$ 150,000	\$ 5,310	\$ 175,000	\$ 22,508	\$ 92,812	\$ 16,644	\$ 417,812	\$ 44,462	\$ 462,274
FY 2026							\$ 180,000	\$ 15,281	\$ 96,525	\$ 12,755	\$ 276,525	\$ 28,036	\$ 304,561
FY 2027							\$ 190,000	\$ 7,847	\$ 100,238	\$ 8,711	\$ 290,238	\$ 16,558	\$ 306,796
FY 2028									\$ 107,663	\$ 4,511	\$ 107,663	\$ 4,511	\$ 112,174
<b>Totals</b>	<b>\$ 141,860</b>	<b>\$ 18,727</b>	<b>\$ 2,195,000</b>	<b>\$ 807,801</b>	<b>\$ 3,740,000</b>	<b>\$ 1,217,583</b>	<b>\$ 2,230,000</b>	<b>\$ 1,112,416</b>	<b>\$ 1,485,000</b>	<b>\$ 726,056</b>	<b>\$ 9,791,860</b>	<b>\$ 3,882,583</b>	<b>\$ 13,674,443</b>

**City of Belton  
Annual Budget  
FY 2009**

**Water & Sewer Debt  
- Schedule of Bonded Debt -**

<b>Issue</b>	<b>Maturity Date</b>	<b>---Interest Rates---</b>		<b>Original Issue</b>	<b>Outstanding 10/01/08</b>
		<b>Low</b>	<b>High</b>		
1999 Refunding - W&S Portion	8/1/2017	3.10%	4.65%	\$2,107,582	\$ 1,322,750
2002 Refunding - W&S Portion	8/15/2016	3.35%	3.35%	\$2,301,140	\$ 515,000
2002 CO's - W&S Portion	8/1/2022	4.40%	4.40%	\$4,360,449	\$3,871,640
2005 Refunding - W&S Portion	8/15/2007	3.54%	3.54%	\$ 451,943	\$ 293,314
2007 CO's - W&S Portion	8/1/2027	4.13%	4.13%	\$1,420,000	\$1,410,000
2008 CO's - W&S Portion	8/1/2028	4.19%	4.19%	\$ 180,000	<u>\$ 180,000</u>
<b>Total Revenue Debt Outstanding October 1, 2008</b>					<b><u>\$7,592,704</u></b>

**CITY OF BELTON  
Annual Budget  
FY 2009  
Water & Sewer Debt  
- Schedule of Requirements -**

Fiscal Year	1999 Refunding Revenue Portion		2002 Refunding Revenue Portion		2002 CO's Revenue Portion		2005 Refunding		2007 CO's Revenue Portion		2008 CO's Revenue Portion		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2009	\$ 5,000	\$ 58,939	\$ 60,000	\$ 16,247	\$ 192,130	\$ 170,271	\$ 143,664	\$ 10,383	\$ 10,000	\$ 58,233	\$ 6,750	\$ 6,704	\$ 417,544	\$ 320,777	\$ 738,321
FY 2010	\$ 5,000	\$ 58,726	\$ 60,000	\$ 14,237	\$ 196,130	\$ 161,817	\$ 149,650	\$ 5,298	\$ 10,000	\$ 57,820	\$ 6,300	\$ 7,259	\$ 427,080	\$ 305,157	\$ 732,237
FY 2011	\$ 162,250	\$ 58,511	\$ 60,000	\$ 12,227	\$ 208,630	\$ 153,188			\$ 10,000	\$ 57,407	\$ 6,300	\$ 6,995	\$ 447,180	\$ 288,328	\$ 735,508
FY 2012	\$ 174,050	\$ 51,616	\$ 60,000	\$ 10,217	\$ 216,630	\$ 144,008			\$ 10,000	\$ 56,994	\$ 6,750	\$ 6,731	\$ 467,430	\$ 269,566	\$ 736,996
FY 2013	\$ 177,000	\$ 44,044	\$ 65,000	\$ 8,124	\$ 228,620	\$ 134,476			\$ 10,000	\$ 56,581	\$ 6,750	\$ 6,448	\$ 487,370	\$ 249,673	\$ 737,043
FY 2014	\$ 188,800	\$ 36,301	\$ 70,000	\$ 5,863	\$ 261,000	\$ 124,417			\$ 10,000	\$ 56,168	\$ 7,200	\$ 6,166	\$ 537,000	\$ 228,915	\$ 765,915
FY 2015	\$ 194,700	\$ 27,899	\$ 70,000	\$ 3,518	\$ 273,000	\$ 112,933			\$ 10,000	\$ 55,755	\$ 7,650	\$ 5,864	\$ 555,350	\$ 205,969	\$ 761,319
FY 2016	\$ 203,550	\$ 19,139	\$ 70,000	\$ 1,173	\$ 281,000	\$ 100,921			\$ 10,000	\$ 55,342	\$ 8,100	\$ 5,543	\$ 572,650	\$ 182,118	\$ 754,768
FY 2017	\$ 212,400	\$ 9,877			\$ 361,000	\$ 88,557			\$ 10,000	\$ 54,929	\$ 8,100	\$ 5,204	\$ 591,500	\$ 158,567	\$ 750,067
FY 2018					\$ 321,000	\$ 72,673			\$ 150,000	\$ 54,516	\$ 8,550	\$ 4,865	\$ 479,550	\$ 132,054	\$ 611,604
FY 2019					\$ 309,000	\$ 58,549			\$ 150,000	\$ 48,321	\$ 9,000	\$ 4,506	\$ 468,000	\$ 111,376	\$ 579,376
FY 2020					\$ 325,000	\$ 44,953			\$ 150,000	\$ 42,126	\$ 9,450	\$ 4,129	\$ 484,450	\$ 91,208	\$ 575,658
FY 2021					\$ 341,000	\$ 30,653			\$ 150,000	\$ 35,931	\$ 9,900	\$ 3,733	\$ 500,900	\$ 70,317	\$ 571,217
FY 2022					\$ 357,500	\$ 15,649			\$ 150,000	\$ 29,736	\$ 9,900	\$ 3,318	\$ 517,400	\$ 48,703	\$ 566,103
FY 2023									\$ 105,000	\$ 23,541	\$ 10,350	\$ 2,904	\$ 115,350	\$ 26,445	\$ 141,795
FY 2024									\$ 110,000	\$ 19,205	\$ 10,800	\$ 2,470	\$ 120,800	\$ 21,675	\$ 142,475
FY 2025									\$ 115,000	\$ 14,662	\$ 11,250	\$ 2,017	\$ 126,250	\$ 16,679	\$ 142,929
FY 2026									\$ 120,000	\$ 9,912	\$ 11,700	\$ 1,546	\$ 131,700	\$ 11,458	\$ 143,158
FY 2027									\$ 120,000	\$ 4,955	\$ 12,150	\$ 1,056	\$ 132,150	\$ 6,011	\$ 138,161
FY 2028											\$ 13,050	\$ 547	\$ 13,050	\$ 547	\$ 13,597
<b>Totals</b>	<b>\$ 1,322,750</b>	<b>\$ 365,052</b>	<b>\$ 515,000</b>	<b>\$ 71,606</b>	<b>\$ 3,871,640</b>	<b>\$ 1,413,065</b>	<b>\$ 293,314</b>	<b>\$ 15,681</b>	<b>\$ 1,410,000</b>	<b>\$ 792,134</b>	<b>\$ 180,000</b>	<b>\$ 88,005</b>	<b>\$ 7,592,704</b>	<b>\$ 2,745,543</b>	<b>\$ 10,338,247</b>

**City of Belton  
Annual Budget  
FY 2009**

**Economic Development Debt  
- Schedule of Bonded Debt -**

<b>Issue</b>	<b>Maturity Date</b>	<b>---Interest Rates---</b>		<b>Original Issue</b>	<b>Outstanding 10/01/08</b>
		<b>Low</b>	<b>High</b>		
1999 Refunding - ED Portion	8/1/2017	3.10%	4.65%	\$ 978,497	\$ 922,250
2005 Refunding - ED Portion	8/1/2010	3.54%	3.54%	\$ 303,057	<u>\$ 196,686</u>
<b>Total Revenue Bonds Outstanding October 1, 2008</b>					<b><u>\$ 1,118,936</u></b>

**CITY OF BELTON  
Annual Budget  
FY 2009**

**Economic Development Debt  
- Schedule of Requirements -**

Fiscal Year	1999 Refunding DC Portion		2005 Refunding DC Portion		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2009	\$ 5,000	\$ 41,089	\$ 96,336	\$ 6,963	\$ 101,336	\$ 48,052	\$ 149,388
FY 2010	\$ 5,000	\$ 40,876	\$ 100,350	\$ 3,552	\$ 105,350	\$ 44,428	\$ 149,778
FY 2011	\$ 112,750	\$ 40,661			\$ 112,750	\$ 40,661	\$ 153,411
FY 2012	\$ 120,950	\$ 35,869			\$ 120,950	\$ 35,869	\$ 156,819
FY 2013	\$ 123,000	\$ 30,608			\$ 123,000	\$ 30,608	\$ 153,608
FY 2014	\$ 131,200	\$ 25,226			\$ 131,200	\$ 25,226	\$ 156,426
FY 2015	\$ 135,300	\$ 19,388			\$ 135,300	\$ 19,388	\$ 154,688
FY 2016	\$ 141,450	\$ 13,299			\$ 141,450	\$ 13,299	\$ 154,749
FY 2017	\$ 147,600	\$ 6,863			\$ 147,600	\$ 6,863	\$ 154,463
<b>Totals</b>	<b>\$ 922,250</b>	<b>\$ 253,879</b>	<b>\$ 196,686</b>	<b>\$ 10,515</b>	<b>\$ 1,118,936</b>	<b>\$ 264,394</b>	<b>\$ 1,383,330</b>

**City of Belton  
Annual Budget  
FY 2009**

**Drainage Debt  
- Schedule of Bonded Debt -**

Issue	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/08
		Low	High		
2008 CO's - Drainage Portion	8/1/2028	4.19%	4.19%	\$ 335,000	<u>\$ 335,000</u>
<b>Total General Obligation Debt Outstanding October 1, 2008</b>					<b><u><u>\$ 335,000</u></u></b>

# CITY OF BELTON Annual Budget FY 2009

## Drainage Debt - Schedule of Requirements -

Fiscal Year	2008 CO's GO Portion		Annual Totals
	Principal	Interest	Total
FY 2009	\$ 12,563	\$ 12,477	\$ 25,040
FY 2010	\$ 11,725	\$ 13,510	\$ 25,235
FY 2011	\$ 11,725	\$ 13,020	\$ 24,745
FY 2012	\$ 12,562	\$ 12,528	\$ 25,090
FY 2013	\$ 12,563	\$ 12,001	\$ 24,564
FY 2014	\$ 13,400	\$ 11,475	\$ 24,875
FY 2015	\$ 14,238	\$ 10,913	\$ 25,151
FY 2016	\$ 15,075	\$ 10,317	\$ 25,392
FY 2017	\$ 15,075	\$ 9,685	\$ 24,760
FY 2018	\$ 15,912	\$ 9,054	\$ 24,966
FY 2019	\$ 16,750	\$ 8,387	\$ 25,137
FY 2020	\$ 17,587	\$ 7,685	\$ 25,272
FY 2021	\$ 18,425	\$ 6,948	\$ 25,373
FY 2022	\$ 18,425	\$ 6,176	\$ 24,601
FY 2023	\$ 19,263	\$ 5,404	\$ 24,667
FY 2024	\$ 20,100	\$ 4,597	\$ 24,697
FY 2025	\$ 20,938	\$ 3,755	\$ 24,693
FY 2026	\$ 21,775	\$ 2,877	\$ 24,652
FY 2027	\$ 22,612	\$ 1,965	\$ 24,577
FY 2028	\$ 24,287	\$ 1,018	\$ 25,305
<b>Totals</b>	<b>\$ 335,000</b>	<b>\$ 163,792</b>	<b>\$ 498,792</b>

**City of Belton  
Annual Budget  
FY 2009**

**TIRZ Debt  
- Schedule of Bonded Debt -**

Issue	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/08
		Low	High		
2007 CO's - TIRZ Portion	8/1/2022	4.13%	4.13%	\$1,715,000	<u>\$ 1,620,000</u>
<b>Total Revenue Bonds Outstanding October 1, 2008</b>					<b><u><u>\$ 1,620,000</u></u></b>

**CITY OF BELTON  
Annual Budget  
FY 2009**

**TIRZ Debt  
- Schedule of Requirements -**

Fiscal Year	2007 CO's TIRZ Portion		
	Principal	Interest	Total
FY 2009	\$ 90,000	\$ 66,906	\$ 156,906
FY 2010	\$ 90,000	\$ 63,189	\$ 153,189
FY 2011	\$ 95,000	\$ 59,472	\$ 154,472
FY 2012	\$ 100,000	\$ 55,548	\$ 155,548
FY 2013	\$ 105,000	\$ 51,419	\$ 156,419
FY 2014	\$ 110,000	\$ 47,082	\$ 157,082
FY 2015	\$ 110,000	\$ 42,539	\$ 152,539
FY 2016	\$ 115,000	\$ 37,996	\$ 152,996
FY 2017	\$ 120,000	\$ 33,246	\$ 153,246
FY 2018	\$ 125,000	\$ 28,291	\$ 153,291
FY 2019	\$ 130,000	\$ 23,128	\$ 153,128
FY 2020	\$ 140,000	\$ 17,759	\$ 157,759
FY 2021	\$ 145,000	\$ 11,977	\$ 156,977
FY 2022	\$ 145,000	\$ 5,989	\$ 150,989
<b>Totals</b>	<b>\$ 1,620,000</b>	<b>\$ 544,541</b>	<b>\$ 2,164,541</b>



# CAPITAL OUTLAY

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**Capital outlay** is the expenditure of funds for the acquisition of or addition to a government's fixed assets. **Fixed assets** are long-lived tangible assets including buildings and improvements, equipment, vehicles, land, and infrastructure. **Infrastructure assets** are public domain fixed assets such as roads, bridges, streets, drainage systems, water mains, and similar assets that are immovable and of value only to the government.

The City of Belton capital outlay requirements can be grouped into three broad categories:

1. Those of a recurring or repetitive nature;
2. Those of a one-time or non-recurring nature; and
3. Infrastructure.

An example of recurring capital outlay would be vehicles, which must be regularly replaced. This type of capital outlay is scheduled according to a rolling replacement list developed by staff and the maintenance shop. The schedule is reviewed and revised each year during the budget process to determine which items will be funded in the budget.

An example of a one-time or non-recurring capital outlay would be the hose mule included in this budget. These types of expenditures are requested by department heads and must be justified on the basis of need, cost, and improvement of service level or operations. Department heads must rank these types of items in order of importance in making their budget request. A list of capital outlay budgeted out of operating funds for FY 2009 appears on the immediately following pages.

Infrastructure outlays are developed using long-range plans for streets, water, sewer, and drainage. Staff, council, and the City's engineers developed these long-range plans. The list of slated infrastructure projects is reviewed and revised each year during the budget process. Some projects must wait until sufficient funding is available. Other projects are of such magnitude that they require a bond issue to provide funding. CO's were issued in 2000, 2003, 2007, and 2008 to fund water, sewer, and drainage projects. GO Bonds were issued in 2003, 2005, and 2007 to fund street projects and critical public safety enhancements, including building a new fire station with a police substation, purchasing needed fire vehicles and equipment, and renovating the existing fire station.

The City utilizes **capital project funds** to account for resources to be used for the acquisition and construction of major capital outlay, or projects that extend over more than one fiscal year. This serves to improve scheduling while avoiding the difficulties encountered with re-appropriation of partially completed projects in the annual budget cycle. The capital project funds are detailed later in this section.

For FY 2009, the proposed capital expenditures will not require additional manpower or significant operating costs. The larger infrastructure projects are either replacement items with operating costs already built into the operating budget, or new construction not materially affecting operational costs due to their new condition.



**CITY OF BELTON**  
**Capital Outlay from Operating Funds**  
**FY 2009**

Department/Division	Amount	New	Replacement	Impact on Operating Budget
<b>GENERAL FUND</b>				
<b><u>01-052: Police - Operations</u></b>				
Two (2) patrol units - equipped	\$ 73,276		✓	\$ 16,280
<b><u>01-053: Police - CID</u></b>				
Two (2) unmarked police units	\$ 40,000		✓	\$ 6,900
<b><u>01-061: Fire - Suppression</u></b>				
Hose mule	\$ 5,000	✓		
1/2 Ton pickup	\$ 20,000		✓	\$ 3,135
<b><u>01-080: Streets</u></b>				
Street sign project (year 2 of 2)	\$ 15,000		✓	
<b><u>01-091: Parks - Operations</u></b>				
Metal siding on parks office	\$ 5,500		✓	
Renovate Heritage Park restrooms	\$ 6,500		✓	
Zero turn mower	\$ 7,200		✓	\$ 300
Top dresser machine	\$ 10,400	✓		\$ 300
<b><u>01-101: Development Services</u></b>				
Plotter	\$ 6,500		✓	
<b>Total General Fund</b>	<b>\$ 189,376</b>			<b>\$ 26,915</b>
<b>WATER &amp; SEWER FUND</b>				
<b><u>02-201: Utility Admin - Operations</u></b>				
Hand-held meter read devices	\$ 15,000		✓	
<b><u>02-210: Water</u></b>				
Water meters	\$ 12,800	✓	✓	\$ 2,250
<b><u>02-221: Sewer - Collection</u></b>				
Sewer jet trailer	\$ 53,906		✓	\$ 1,570
3/4 Ton pickup	\$ 22,000		✓	\$ 3,150
<b>Total Water &amp; Sewer Fund</b>	<b>\$ 103,706</b>			<b>\$ 6,970</b>
<b>DRAINAGE FUND</b>				
<b><u>07-080: Drainage</u></b>				
1/2 Ton pickup	\$ 15,000	✓		\$ 3,135
Low water crossing at Nolan Creek	\$ 60,000		✓	
<b>Total Drainage Fund</b>	<b>\$ 75,000</b>			<b>\$ 3,135</b>

# CITY OF BELTON

## - General Capital Projects Fund -

### FY 2009

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<b>Estimated Balance October 1, 2008</b>	<b>\$</b>	<b>405,815</b>
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**Projects:**

Energy Efficiency Program	\$	8,000	
Design and Development Standards	\$	61,000	
Fire Station Repairs	\$	55,000	
Harris Center Repairs	\$	10,000	
Liberty Valley	\$	20,000	
Lake-to-Lake Road ROW	\$	10,000	
Other Street Projects	\$	241,815	
Total General Capital Projects			\$ 405,815
<b>Estimated Balance September 30, 2008</b>			<b>\$ -</b>

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#### Energy Efficiency Program

**Project Description:** Funding for upgrade of lighting fixtures in the City Library and the Police Department, identified in an energy efficiency study.

**Benefit:** The City participated in a study and incentive program sponsored by Oncor Electric, to improve energy efficiency in City buildings. Installing more efficient lighting fixtures and HVAC systems, and improving roofing on City Hall were the primary recommendations of the program. The Finance Building was upgraded when the building was remodeled in FY 2008. City Hall lighting, roofing, and HVAC systems will be upgraded as part of the remodeling project funded by the 2008 CO's. The Library and Police Department were the other two City buildings shown in the study as benefiting from upgraded lighting.

**Impact on Operating Budget:** Operating costs for these two buildings are included in the Police Department budget (01-4-051) and the Library budget (01-4-110). Operating costs should decrease as a result of these efficiency improvement measures.

#### Design & Development Standards

**Project Description:** Funding for consultant services in support of planning and urban design efforts.

**Benefit:** In FY 2008, revision of design and development standards addressed inadequate zoning districts, signage, landscaping and building materials, as well as protection of historical assets to promote preservation and enhancement of the unique character of Belton. Funding in 2009 will focus on potential high-growth areas identified in the study, in an effort to control and steer the type of desired growth in these areas. Tasks to be undertaken include development of illustrative planning concept plans and development of Historic District design guidelines. Such guidelines will aid in evaluation of predominant architectural styles in various sectors of the City and guide property owners to build compatible structures.

**Impact on Operating Budget:** Monitoring and implementing these additional standards could place strain on existing manpower, making additional manpower costs likely in subsequent fiscal years.

# CITY OF BELTON

## - General Capital Projects Fund -

### FY 2009

#### Fire Station and Harris Center Repairs

**Project Description:** Funding to alleviate moisture issues in Fire Station #2 and the Harris Community Center.

**Benefit:** These buildings have exhibited signs of moisture damage, and action is needed to repair the damage and mitigate further damage. Consultant studies indicate that the Fire Station #2 should have had an air handler installed as part of the HVAC system when it was constructed. The Harris Center has experienced problems with paint adherence, and a consultant will be required to determine the cause.

**Impact on Operating Budget:** These projects are one-time costs with no direct impact on operating costs; however routine and on-going maintenance of the buildings should actually decrease when repairs are completed.

#### Liberty Valley

**Project Description:** Funding for City's share of street extension in the Liberty Valley subdivision.

**Benefit:** As development projects occur, opportunities are presented for the City to extend and expand its street and drainage system. In addition, City policies require that the city participate in certain street extensions.

**Impact on Operating Budget:** Street maintenance costs are paid out of the Street department in the General Fund. New streets will not immediately increase operating costs, but costs will occur as streets age and reach the end of their useful life.

#### Lake-to-Lake Road ROW

**Project Description:** Funding for the acquisition of right-of-way for a future road between Lake Belton and Lake Stillhouse.

**Benefit:** This project is still in the planning and development stages and funding is for purchase of right-of-way as it becomes available. The planned road will provide a major thoroughfare for north-south traffic on the western side of the City. Much of the City's current and projected growth is occurring in this area, and an alternate north-south route will help to alleviate traffic on Main Street/Highway 317.

**Impact on Operating Budget:** This project is still in the planning phase, and does not impact operating budgets at this time.

#### Other Street Projects

**Project Description:** Funding for replacement and renovation of existing residential streets as they are designated and crew time allows.

**Benefit:** Rebuilding of small sections of existing residential streets occurs when they are beyond normal maintenance methods, or when rebuilding the street coincides with another construction project, such as utility line projects.

**Impact on Operating Budget:** Street maintenance costs are paid out of the Street department in the General Fund, and costs accelerate as streets age and reach the end of their useful life. Rebuilding aging streets will reduce operating costs and free crew time for other projects and tasks.

**CITY OF BELTON**  
**- General Capital Equipment Fund -**  
**FY 2009**

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<b>Estimated Balance October 1, 2008</b>	<b>\$</b>	<b>242,348</b>
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**Projects:**

Fire Department Computer Equipment	\$	10,000	
Sweeper for Hike & Bike Trail	\$	10,000	
Total General Capital Equipment			<u>\$ 20,000</u>

<b>Estimated Balance September 30, 2009</b>	<b>\$</b>	<b><u>222,348</u></b>
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**Fire Department Computer Equipment**

**Description:** Computer equipment to be mounted in Fire and EMS apparatus.

**Benefit:** This equipment will allow manual paperwork to be automated via mobile data terminals. Additionally, maps and building plans can be accessed via these terminals. This is a first step in computerizing emergency response vehicles.

**Impact on Operating Budget:** This equipment will eliminate the duplicate work of entering manual paperwork forms into the computer system. One-time entry will free up staff time and make reports available quicker. Also, the availability of maps and building plans in emergency vehicles will improve emergency response time and effort. Annual supplies and maintenance for this equipment are estimated at \$500.

**Sweeper for Hike & Bike Trail**

**Project Description:** Small sweeper to sweep debris from the Hike & Bike Trail.

**Benefit:** Keeping the trail clean enhances its use by making it more inviting to users, and by providing an aesthetically pleasing environment for citizens and visitors.

**Impact on Operating Budget:** Mechanization of trail cleaning will eliminate manual cleaning of the trail, thereby increasing staff productivity. Annual supplies, maintenance and insurance on this equipment are estimated at \$300.

**CITY OF BELTON**  
**- Water & Sewer Capital Projects Fund -**  
**FY 2009**

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<b>Estimated Balance October 1, 2008</b>	<b>\$</b>	<b>261,263</b>
 <b>Projects:</b>		
Downtown Grinder Project	\$	68,375
Development Projects	\$	192,888
Total Water & Sewer Capital Projects	\$	261,263
<b>Estimated Balance September 30, 2009</b>	<b>\$</b>	<b>-</b>

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**Downtown Grinder Pump Project**

**Project Description:** Construction and installation of a grinder pump in the sewer collection system in the downtown area which services the County jail.

**Benefit:** Inmates at the County jail frequently flush items into the City's sewer system which are not sewage (clothing, food wrappers, etc.), thereby blocking the sewer system. This grinder pump is designed to grind this material into smaller pieces which will pass through the system, eliminating blockage of the sewer system in this area of town. Bell County participated in the funding of this project

**Impact on Operating Budget:** Operating costs should decrease as a result of this pump, as blockages result in manpower overtime costs when staff is called out to unblock the lines.

**Development Projects**

**Project Description:** Extension of water and sewer main to new development projects.

**Benefit:** As development projects occur, opportunities are presented for the City to extend and expand its utility system. In addition, City policies require that the City participate in certain utility extensions.

**Impact on Operating Budget:** The impact on operating costs in the near future will be minimal, adding only marginally to water purchases and sewer treatment costs, both of which will be offset by increased water and sewer revenues. However, these extensions will continue to place strain on existing manpower making future additional manpower costs likely.

**CITY OF BELTON**  
**- 2007 Certificates of Obligation -**  
**FY 2009**

	<u>General Fund</u>	<u>Water &amp; Sewer</u>	<u>TIRZ</u>
Estimated Balance October 1, 2008	\$ 2,130,988	\$ 1,326,971	\$ 1,386,553
<b><u>Commitments/Estimates:</u></b>			
Building Projects	\$ (830,988)		
Street Projects	\$ (800,000)	\$ -	\$ (901,624)
Drainage Projects	\$ (500,000)	\$ -	\$ -
Water & Sewer Projects	\$ -	\$ (1,326,971)	\$ (484,929)
Unallocated Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Building Projects**

**Project Description:** Renovation and remodeling of City Hall, and construction of a new maintenance building.

**Benefit:**

- City Hall was built in 1967, and in the four decades since then, it has become increasingly cramped and short of meeting space. Following the relocation of the Finance and Utility departments to the building on South Davis, City Hall will be renovated to provide the remaining departments with more useable work space and improve the appearance of the building.
- The Maintenance department is currently located in a series of tin buildings that have been cobbled together over the years at the Public Works Center. This department is in dire need of an area to work on large vehicles and equipment, out of the weather, in a well-lit and ventilated space.

**Impact on Operating Budget:** The City Hall project is a renovation, and will not increase operating costs. Electricity costs are projected to decrease as higher efficiency lighting is installed. The Maintenance building will be a replacement structure, but the existing structure is of such poor quality that operating costs will likely increase with the new facility as amenities such as water fountains, safety systems, computer systems, and improved equipment are added. The increase in operating costs is estimated at \$5,000, which will be added to the department's FY 2009 budget.

**Street Projects**

**Project Description:** Replacing, renovating and extending existing streets and roads.

**Benefit:**

- The extension of 9<sup>th</sup> Avenue will provide another connection between Main Street and Loop 121, relieving congestion on Main Street.
- Street replacement projects will rebuild existing residential streets where maintenance alone no longer provides adequate road surfacing. These streets will be completely rebuilt, to include base, paving and curbing.
- Additional funding for the Central Avenue project, to supplement the funding from the 2005 GO bond issue.

**Impact on Operating Budget:** The projects for replacement or improvement of existing streets will not initially impact direct operating costs. These improvements will serve to decrease short-term maintenance costs in the Street department, allowing limited budget funding for repairs and maintenance to be used on other City streets. The extension projects will increase electricity costs as street lights are added to the City street light inventory.

# CITY OF BELTON

## - 2007 Certificates of Obligation -

### FY 2009

#### Drainage Projects

**Project Description:** Construction of a major detention pond in the Miller Heights area, as well as other minor drainage structures as needed,

**Benefit:** As commercial development increases, it places strain on the existing drainage system and structures. This new drainage detention facility will improve drainage in the area and reduce the possibility of flooding.

**Impact on Operating Budget:** These earthen structures will not impact direct operating costs, but are expected to marginally decrease infiltration and inflow, which reduces costs by reducing the amount of sewage treatment costs.

#### Water & Sewer Projects

**Project Description:** Replacing and extending existing water and sewer lines and mains.

**Benefit:**

- The Connell project will upgrade the current 2" water and sewer lines to 8" lines, and add fire protection from US 190 to Loop 121.
- The IH-35/East FM 93 project will upgrade the current substandard water line to 12", provide a loop for fire protection in the industrial area, and extend a distance of 3,800 feet.
- The West FM 93 project will extend a 10" sewer line by 1,600 feet, including boring of Loop 121 and FM 93.
- The Hilltop, Walker, & Downing projects will replace problem sewer lines in several existing neighborhoods.
- The West US 190 project will extend 10" sewer south from the Belton Business Park 750 feet, including boring of US 190.
- Lampasas River Wastewater Treatment Plant project will provide the preliminary design study for a sewer plant in the Lampasas River basin.

**Impact on Operating Budget:** The projects for replacement or improvement of existing water and sewer lines will not initially impact direct operating costs. These improvements will serve to decrease short-term maintenance costs in the Water and Sewer departments, allowing limited budget funding for repairs and maintenance to be used on other City facilities. The extension projects will marginally increase operating costs, as utility services expand to these areas. These increases will be offset by increasing revenues from these new services.

**CITY OF BELTON**  
**- 2005 General Obligation Bonds -**  
**FY 2009**

	<u>Streets</u>	<u>Parks</u>
<b>Estimated Balance October 1, 2008</b>	\$ 527,333	\$ 21,703
<b><u>Commitments/Estimates:</u></b>		
In-House Streets	\$ (197,888)	\$ -
Downtown Streets	\$ (329,445)	\$ -
South Belton Park	\$ -	\$ (21,703)
<b>Estimated Balance September 30, 2009</b>	<b>\$ -</b>	<b>\$ -</b>

**Street Projects**

**Project Description:** Funds a variety of street projects including major streets, local and collector streets, and street enhancements in Downtown Belton. All of these projects are to replace and/or renovate existing streets and roads.

**Benefit:**

- The in-house street projects will rebuild existing residential streets where maintenance alone no longer provides adequate road surfacing. These streets will be completely rebuilt, to include base, paving and curbing.
- Enhancements to Central Avenue in the downtown area will include new paving, curbing, sidewalks and vintage street lighting, mirroring the improvements surrounding the Courthouse square. These improvements will provide an aesthetically pleasing gateway into the City.

**Impact on Operating Budget:** All of these improvements are replacements of existing streets and will not initially impact direct operating costs. These improvements will serve to decrease short-term maintenance costs in the Street department, allowing limited budget funding for repairs and maintenance to be used on other City streets.

**Park Projects**

**Project Description:** Funds the construction of a new community park in south Belton.

**Benefit:**

- This new community park is be located in south Belton, an area identified in the Park Master Plan as lacking in park space. Funding was supplemented with a Texas Parks & Wildlife grant, awarded in 2006. Construction of this park is well underway and will be completed in 2009.

**Impact on Operating Budget:**

- South Park will add an estimated \$1,000 annually in operating costs to the Parks Department for supplies and maintenance materials. Additional park facilities also place strain on existing manpower making future additional manpower costs likely.

**CITY OF BELTON**  
**- 2008 Certificates of Obligation -**  
**FY 2009**

	<u>General Fund</u>	<u>Water &amp; Sewer</u>	<u>Drainage</u>
Bond Proceeds	\$ 1,485,000	\$ 180,000	\$ 335,000
<b><u>Commitments/Estimates:</u></b>			
Street Projects	\$ (1,485,000)	\$ -	
Drainage Projects		\$ -	\$ -
Water & Sewer Projects	\$ -	\$ (180,000)	\$ (335,000)
Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Avenue D Projects**

**Project Description:** These infrastructure improvements in the south Avenue D area are being made in anticipation of a new school being built in the area.

**Benefit:**

- **Streets:** The extension, re-routing and improvement of a narrow section of Avenue D is necessary to facilitate traffic flow in and around the new school site.
- **Drainage:** The street improvements will necessitate construction of associated drainage structures, and improvements to the drainage system in this area.
- **Water & Sewer:** Extension of water and sewer mains from existing City mains to the new school site are necessary to provide water and sewer service.

**Impact on Operating Budget:** The projects include improvement of existing structures, as well as construction of new infrastructure. Although none of these improvements will directly affect operating costs in the short term, they will place stress on existing manpower and equipment. The street project may increase future electricity costs if additional street lights are needed.



**ORDINANCE NO. 2008-34**

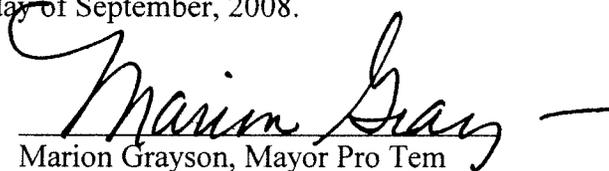
**AN ORDINANCE APPROVING THE ANNUAL BUDGET OF THE CITY OF BELTON FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2008, AND ENDING SEPTEMBER 30, 2009.**

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**WHEREAS**, the budget for the fiscal year beginning October 1, 2008, and ending September 30, 2009, and containing expenditures as follows: General Fund - \$9,252,916, Water & Sewer Fund - \$4,561,806, Economic Development Fund - \$3,043,407, Drainage Fund - \$230,008, Hotel/Motel Fund - \$165,650, Debt Service Fund - \$801,196, and TIRZ Fund - \$561,906, was duly presented to the City Council by the City Manager, and a Public Hearing was ordered by the City Council of the City of Belton and public notice of said Hearing was caused to be given by the City Council and said notice was published in the Belton Journal, and said Public Hearing was held according to notice.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that said budget for the City of Belton for the fiscal year beginning October 1, 2008, be, and the same is hereby adopted, and it is ordered that a true copy of the budget as approved be filed with the office of the County Clerk of Bell County, Texas, the State Comptroller at Austin, Texas and attached to this ordinance.

**PASSED AND APPROVED** this the 9th day of September, 2008.

  
Marion Grayson, Mayor Pro Tem

ATTEST:

  
Connie Torres, City Clerk

**TAX ORDINANCE NO. 2008-35**

**AN ORDINANCE LEVYING AD VALOREM TAX FOR PAYMENT OF OUTSTANDING DEBTS OF THE CITY OF BELTON FOR THE FISCAL YEAR 2009 (TAX YEAR 2008), TOGETHER WITH INTEREST THEREON, LEVYING TAXES FOR GENERAL FUND PURPOSES, AS PROVIDED BY THE STATUTES OF TEXAS; PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID; PROVIDING FOR EARLY PAYMENT DISCOUNTS; PROVIDING FOR A PENALTY AND INTEREST ON ALL DELINQUENT AD VALOREM TAXES; AND PROVIDING THAT IF ANY PART OF THIS ORDINANCE BE HELD INVALID BY COURT, SUCH FINDING SHALL NOT AFFECT ANY OTHER PART OF THIS ORDINANCE.**

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**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELTON:**

**SECTION ONE:** That there shall be and is hereby levied a City Ad Valorem Tax for the fiscal year 2009 (tax year 2008), on all property, real and personal, with the exception of personal vehicles, within the Corporation Limits of the City of Belton, not exempt from taxation by the laws of the State of Texas, as follows, to wit:

1. For the purpose of paying the general current expenses of the City Government the sum of \$.5377 on the \$100.00 assessed valuation.
2. For the purpose of paying interest and creating a Sinking Fund to pay all outstanding indebtedness of the City of Belton, at maturity, as required by the Constitution and Statutes of the State of Texas, the sum of \$.1173 on the \$100.00 valuation of property assessed in the City of Belton.

**SECTION TWO:** That all taxes levied herein shall be due and payable on the 1st day of October, 2008

**SECTION THREE:** That taxes permitted under this ordinance shall be due on October 1, 2008 and if not paid on or before January 31, 2009 shall immediately become delinquent, and there shall be and is hereby assessed against each such person and property, a penalty as provided by State statutes.

**SECTION FOUR:** That the following discounts shall apply for early payment of taxes: (1) three percent if the tax is paid in October or earlier; (2) two percent if the tax is paid in November; and (3) one percent if the tax is paid in December.

**SECTION FIVE:** All taxes shall become a lien upon the property against which assessed, and the City Assessor and Collector of the City of Belton is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City of Belton, shall by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by State Statute.

**SECTION SIX:** All taxes herein levied are made payable in current moneys of the United States of America.

**SECTION SEVEN: THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.80.**

**SECTION EIGHT:** IT IS FURTHER ORDERED AND PROVIDED that in case any section, phrase or sentence of this ordinance shall be declared invalid for any reasons by a court of competent jurisdiction, such holding or finding shall not have the effect or result of invalidating any other section or part of this ordinance.

**PASSED AND APPROVED** this the 9th day of September, 2008, at a regular meeting of the City Council of the City of Belton, there being a quorum present, by the vote of 6 ayes and 0 nays, and approved by the Mayor Pro Tem on the date above set out.

  
Marion Grayson, Mayor Pro Tem

ATTEST:

  
Connie Torres, City Clerk

**ORDINANCE NO. 2008-32**

**AN ORDINANCE ESTABLISHING RATES AND FEES FOR CERTAIN ITEMS, SERVICES AND PERMITS PROVIDED FOR IN THE CODE OF ORDINANCES OF THE CITY OF BELTON, TEXAS.**

**WHEREAS**, the Code of Ordinances of the City of Belton, Bell County, Texas, in various chapters and sections, provides for certain rates and fees to be charged for certain items, services and permits; and

**WHEREAS**, the Code provides that those said rates and fees shall be set by ordinance and kept on file with the office of the City Clerk of the City of Belton.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that:

I.

The attached schedule of fees, rates and permits, described as Exhibit "A" and incorporated herein for all purposes and containing 17 pages, is hereby adopted in its entirety and the amounts set forth for fees, rates and permits therein shall stand until changed by Ordinance of the City Council of the City of Belton, Texas.

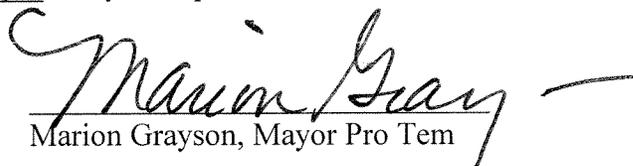
II.

This Ordinance, together with its Exhibit "A", shall at all times be available for public viewing in the office of the City Clerk of the City of Belton, Texas.

III.

This Ordinance shall take effect and be in full force and effect as of October 1, 2008.

**PASSED AND APPROVED** this the 9 th day of September, 2008.

  
Marion Grayson, Mayor Pro Tem

ATTEST:

  
Connie Torres, City Clerk

**CITY OF BELTON**  
**FEE & RATE SCHEDULE**  
(Effective 10-01-08)

Sec. 2-29

**Lena Armstrong Public Library Fees** (Fee Ordinance #2007-26)

Book Sales	\$0.25-\$5.00 or donation; older books market value
Books:	
Late	\$0.10 per book per day, plus cost for mailing late notice (\$1.00)
Late Audio	\$0.50 per book per day, plus cost for mailing late notice (\$1.00)
Lost/damaged	
Adult Books	Replacement cost plus processing fee; minimum of \$25.00 (\$1.00 for materials)
Children's Books	Replacement cost plus processing fee (\$1.00 for materials)
Copies:	
Photocopy	\$0.20 per page
Copies from Network Printers:	
Black & white printer	\$0.20 per page
Color printer	\$2.50 per page
Copies of Photographs:	
Black & white	\$0.20 per page
Color, Library printer	\$2.50 per page
Color, Belton Printing	\$5.00 staff time, plus actual cost of Belton Printing
Scanning	
Print/e-mail	\$0.50 per page
Edit	\$2.00 per page
Diskettes	\$1.50 each
Interlibrary Loan	Postage cost (kept at Library to pay for return postage)
Library Card	First one is free, additional cards \$3.00 each
Publication of Information	Library provided complimentary copy of publication
Publication of Photographs	Library provided complimentary copy of publication in which photograph appears
Research	Fees for copies, actual postage cost, and personnel cost
Videos:	
Late	\$0.50 plus cost for mailing late notice (\$1.00)
Not rewind	\$1.00
Returned in book drop	\$1.00

Sec. 3-29

**Limitation of Number of Animals** (Fee Ordinance #2007-26)

Permit fee for animals in excess of limitation shall be \$25.00 annual fee.

Sec. 4-33

**Building Permit Fees** (Fee Ordinance #2006-33)

Residential/Commercial New Construction

0-10,000 sq. feet	\$ .10 per sq. foot
Over 10,000 sq. feet	Fee above plus \$.05 per additional sq. foot or portion thereof
Multifamily > 2 units	\$10.00 per unit fee additional

EXHIBIT "A"

**City of Belton Fee & Rate Schedule**  
**Effective 10/1/08**

Residential/Commercial Remodel/Additions

0-1,000 sq. feet	\$75.00
Each additional 1,000 sq. feet	\$25.00 per additional 1,000 sq. foot or portion thereof

Demolition by Owner (Fee Ordinance #2003-35)

Basic permit	\$50.00 plus \$300.00 cash deposit or \$1,000.00 surety bond
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Demolition by City (Fee Ordinance #2007-26)

Equipment cost	\$200.00/hour per piece of City equipment (includes operator) + 20% of disposal costs
Additional personnel cost	\$50.00/hour per City employee

House Moving Permits (Fee Ordinance #2004-40)

Basic Permit	\$100.00 plus \$300.00 cash deposit or \$1,000.00 surety bond
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Moving In Permits (Mobile Home Installation) (Fee Ordinance #2004-40)

\$100.00

Contractor Registration (Fee Ordinance #2004-40)

\$50.00

Sign Permits (Fee Ordinance #2004-40)

On premises	\$50.00
Off premises	\$1,000.00
Portable/temporary	\$50.00

Commercial Vent Hood Inspections \$25.00

Sec. 4-144

**Electrical Permit Fees** (Fee Ordinance #2006-33)

Basic Permit Fee	\$25.00 + fees below
Up to 400 amps	\$10.00
Over 400 amps	\$20.00
110 Circuits	\$2.00
220 Circuits	\$3.00
Equipment Motors (½ to 50 HP)	\$10.00

**City of Belton Fee & Rate Schedule  
Effective 10/1/08**

Equipment Motors (Over 50 HP)	\$20.00
Signs	\$15.00
Temporary Pole	\$20.00
Pool Bonding/Grounding	\$10.00
Mobile Home	\$20.00
Meter Loop/Service Charge	\$20.00
Reinspection Fee	\$50.00

Sec. 4-206 **Plumbing Permit Fees** (Fee Ordinance #2005-41)

Basic Permit Fee	\$25.00 + fees below
Per Fixture	\$3.00
Water Heater	\$5.00
Gas System (up to 5 outlets)	\$6.00
Per Added Outlet	\$1.00
Lawn Sprinkler System (per head)	\$1.00
Sewer/Water Yard Line	\$5.00
Gas Test	\$5.00
LPG Tank (propane) installation	\$25.00 per tank
Water Heater Replacement (base fee only)	\$15.00
Reinspection Fee	\$50.00

Sec. 4-227 **Swimming Pools** (Fee Ordinance #2002-41)

Above ground	\$25.00
In ground	\$75.00
Commercial/Institutional	\$100.00

**City of Belton Fee & Rate Schedule**  
**Effective 10/1/08**

Sec. 4-351      **Mechanical Permits** (Fee Ordinance #2005-41)

Basic Permit Fee	\$25.00 + fees below
Each heating unit	\$15.00
Each refrigeration unit	\$15.00
Replacement of heating or refrigeration unit	\$15.00
Modification of system, per air opening	\$1.00
Each commercial vent hood	\$5.00
Each commercial refrigeration system	\$5.00
Any commercial work requiring inspection but not listed above	\$15.00
Any residential work requiring inspection but not listed above	\$15.00
Reinspection Fee	\$50.00

Sec. 5-3      **Hazardous Material & Major Incident Response Fees** (Fee Ordinance #2002-41)

Booster Truck	\$100.00 per hour, minimum 1 hour
Pumper Truck	\$100.00 per hour, minimum 1 hour
Support Vehicle	\$100.00 per hour, minimum 1 hour
Police Vehicle	\$100.00 per hour, minimum 1 hour
Other (public works, barricades, etc.)	\$25.00
Additional personnel	\$25.00 per hour, minimum 1 hour
City supplied water (per 1,000 gallons as determined by calculation pumping time and rate)	\$5.50 per 1,000 gallons
Ambulance Standby (price per hour w/personnel)	\$25.00 per hour + actual personnel costs
Bulldozer (includes operator)	\$100.00 per hour, 2 hour minimum
Backhoe (includes operator)	\$100.00 per hour, 2 hour minimum
Dump truck (includes operator)	\$100.00 per hour, 2 hour minimum

**City of Belton Fee & Rate Schedule**  
**Effective 10/1/08**

Sand (per cubic yard)	\$15.00, minimum 3 yards
Other approved absorbent as needed/required	Actual cost + 10%
Other items necessary to control/contain incident	Actual cost + 10%
Disposal of debris	Actual cost

Sec. 6-16

**Fire Marshal Inspection Fees** (Fee Ordinance #2008-32)

Blasting permit (per job/address)	
One day permit	\$50.00
Each additional day	\$25.00
Bond/insurance requirement	\$1,000,000

Fireworks	
Outdoor public display	\$50.00
Repeat performance (same location)	\$10.00
Insurance requirement	\$300,000
Indoor public display (ground burst)	\$50.00
Repeat performance (same location)	\$10.00
Insurance requirement	\$300,000

Fuel Tanks	
Installation	\$40.00 per tank
Removal	\$20.00 per tank
Tank test	\$20.00 per tank
Line Test	\$20.00 per tank

Hospital/Nursing Homes \$150.00 annual fee

Day Care Centers	
Less than 25 children	\$25.00
25 to 49 children	\$50.00
50 to 100 children	\$100.00

Day Home, Foster Home, Family Care,  
Boarding Home, Bed & Breakfast  
facilities, etc. \$25.00

Pre-inspection Permits for Open Burning \$25.00

Carnival/Circus Safety Inspection \$250.00

Tent Inspections	
Up to 100 occupants	\$25.00
Over 100 occupants	\$50.00

**City of Belton Fee & Rate Schedule  
Effective 10/1/08**

Fire Alarm Certification	
12,000 sf and under	\$100.00
Over 12,001 sf	\$200.00
Sprinkler Certification	
12,000 sf and under	\$100.00
Over 12,001 sf	\$200.00
Commercial Vent Hood Certification	\$25.00
Reinspection Fee	\$50.00
*Other permits	\$25.00
*Other inspections	\$25.00
Reinspection fee (separate)	\$50.00

\*Other permits or inspections not listed above required by the 2003 National Fire Code or its references. Other permit/inspection charges will be assessed a minimum charge of \$25.00 plus total amount of time utilized in plan review, code research, inspection(s) and documentation.

Sec. 8-71      **Solid Waste Collection Rates - Residential** (Ordinance #2008-06)

Curbside	\$12.81 per month
Back Door	\$23.66 per month

For multiple residential units (apartments, duplexes, etc.), the monthly charge shall be the number of residential dwelling units time the rate for the type of service provided.

Sec. 8-72      **Solid Waste Collection Rates – Businesses (Hand-Collected)** (Ordinance # 2008-06)

One minute customers	\$22.74 per month
Two minute customers	\$45.48 per month
Three minute customers	\$61.41 per month
Additional minutes	\$15.93 per minute

**City of Belton Fee & Rate Schedule  
Effective 10/1/08**

Sec. 8-86 **Solid Waste Collection Rates - Commercial Hauler** (Ordinance #2007-32)

Container Size	Weekly Frequency					
	1	2	3	4	5	6
<b><u>2 Cubic Yard</u></b> Maximum Rate	\$ 63.55	\$ 89.90	\$ 117.83	\$ 157.09	\$ 196.44	\$ 235.71
<b><u>3 Cubic Yard</u></b> Maximum Rate	\$ 68.82	\$ 118.45	\$ 167.22	\$ 219.93	\$ 268.70	\$ 322.45
<b><u>4 Cubic Yard</u></b> Maximum Rate	\$ 83.69	\$ 144.40	\$ 205.83	\$ 266.54	\$ 327.58	\$ 393.18
<b><u>6 Cubic Yard</u></b> Maximum Rate	\$ 108.51	\$ 188.21	\$ 267.21	\$ 347.73	\$ 425.85	\$ 511.00
<b><u>8 Cubic Yard</u></b> Maximum Rate	\$ 132.34	\$ 235.85	\$ 337.26	\$ 439.38	\$ 544.27	\$ 653.10

Sec. 11-17 **Off-Premises Beer & Wine Retailer Permits** (Ordinance #70687-1)

Fee equal to ½ of the State fee

Sec. 11-60 **Massage Establishment License Fee** (Fee Ordinance #2002-41)

Annual fee for each establishment \$1,000.00

Sec. 11-61 **Massagist Business Permit Fee** (Fee Ordinance #2002-41)

Annual fee \$500.00

Sec. 11-108 **Peddlers, Solicitors, Itinerant Merchants Permit Fees** (Ordinance #81054)

12 month license fee \$30.00

One or more agents - license fee above plus \$10.00  
for each agent or employee so engaged

30 day license fee \$5.00

One or more agents - license fee above plus \$1.00  
for each agent or employee so engaged.

Sec. 11-117 **Garage Sale Permit Fee** (Ordinance #081391-1)

\$5.00. (Limited to three times per year.)

**City of Belton Fee & Rate Schedule  
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Sec. 15-50 **Park Permit /Reservation Fees** (Fee Ordinance #2008-32)

<u>Park Facilities</u>	\$25.00 per day + clean-up deposit*
Yettie Polk Park Gazebo	
Confederate Park Pavilion	
Heritage Park HEB Pavilion	
Heritage Park Lions Pavilion	
Chisholm Trail Park Amphitheater	
With electricity	\$10.00 additional (limited to two outlets)
Each additional outlet	\$10.00 additional
*Clean-up deposit (for each facility)	\$25.00 refundable deposit

<u>Park Event</u> (events utilizing entire park)	
Confederate Park, Yettie Polk Park, Heritage Park, Chisholm Trail Park	
Ticketed events	\$250.00 per day + \$100.00 clean-up deposit
Non-ticketed events	\$50.00 per day + \$50.00 clean-up deposit
With electricity	\$10.00 additional (limited to two outlets)
Each additional outlet	\$10.00 additional (i.e. for vendors' use)

<u>Playing Fields</u> ***	\$25.00 per field per day + clean-up deposit**
Jaycee baseball field	
Heritage Park baseball fields	
Heritage Park soccer field (no lights)	
Chisholm Trail Park softball fields	
Chisholm Trail Park soccer fields (no lights)	
With electricity (lights/scoreboards)	\$25.00 additional per field
**Clean-up deposit (for each field)	\$25.00 refundable deposit

\*\*\*Fields available for reservation only during non-league play.

<u>Practice Play</u>	
Heritage Park Baseball Complex	Not available
Heritage Park Soccer Complex	Not available
Chisholm Trail Park Softball Complex	Not available
Jaycee Baseball Field	Not available
Chisholm Trail Park Soccer Fields	No fee, first come first served (Not available M-F, 7-7 during school year, BISD interlocal agreement; or when utilized under separate agreement.)
Continental Baseball Field	No fee, first come first served
Griggs Baseball Field	No fee, first come first served
Heritage Park Practice Baseball Field	No fee, first come first served

<u>Recreational Play</u>	
Lions Softball Field	No fee, by reservation only

Youth League Play

The following facilities are available for league play for youth sports organizations through a separate agreement with the City:

Heritage Park Baseball Complex	Chisholm Trail Park Softball Complex
Heritage Park Soccer Complex	Jaycee Baseball Field

\$500.00 clean-up deposit per organization

Adult League Play

The following facilities are available for adult league play through a separate agreement with the City, subject to availability and maintenance requirements of the requested facilities:

Chisholm Trail Park Soccer Complex  
Chisholm Trail Park Softball Complex  
Heritage Park Soccer Complex

\$375.00 fee per registered league team per season + 500.00 clean-up deposit

Tournament Play

Tournaments may be held by organizations who do not have a separate agreement with the City, from Friday afternoons at 5:00 p.m. to Sunday evenings at 8:00 p.m. Applicants are limited to 3 events per year, per complex. Requests must be submitted at least 30 days prior to proposed event.

Heritage Park Baseball Complex (4 fields, bleacher seating, restrooms, concession)	\$1,600.00 + \$500.00 clean-up deposit
Heritage Park Soccer Complex (4 fields, restrooms, concession)	\$400.00 + \$500.00 clean-up deposit
Chisholm Trail Park Softball Complex (3 fields, bleacher seating, restrooms, concession)	\$1,200.00 + \$500.00 clean-up deposit
Jaycee Baseball Field (1 field, bleacher seating, restrooms, concession)	\$300.00 + \$500.00 clean-up deposit

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Harris Community Center (Amendment to Policies & Procedures adopted 5/13/08)

Belton residents and businesses located inside the Belton city limits may contract the Center at 90% of the below listed regular rates.)

	Evans Room	Simpson Room	Smith Room	Mcgee Room	Kinchion Room	Kitchen	Complete Center
Capacity Seated	190	40	35	35	55	N/A	355
Up to 2 Hours	\$175	\$35	\$30	\$25	\$50	\$25	N/A
Up to 4 Hours	\$250	\$50	\$50	\$40	\$75	\$50	\$400
4 to 6 Hours	\$350	\$70	\$60	\$50	\$100	\$75	\$550
6 Hours Or more	\$425	\$85	\$80	\$65	\$125	\$100	\$700

\$100 deposit for audio/visual equipment in the Evans Room Only

Damages/ Cleaning/ Key Return Deposit	\$200	\$100	\$100	\$100	\$150	\$100	\$400
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Sec. 20-78 **Driveway Permit Fee** (Fee Ordinance #2007-26)

\$25.00 per approach

\$50.00 Reinspection Fee

Sec. 20-81 **Construction Fees for Underground Facilities for Fiber and Cable Networks** (Ord. #2004-27)

Base Plan review fee: \$250.00

Drive Bore, each: \$15.00

Street Bore, each: \$20.00

Street cut, if approved: \$10.00 per linear foot

Location fee: \$2.00 per linear foot  
 (Length of project within city limit)

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Bond Required: 8% of Engineer's Estimate of Probable Cost

Sec. 22-132 **Parade Permit Fee** (Fee Ordinance #2005-41)

\$50.00

Sec. 23-136 **Water Deposits** (Fee Ordinance #2006-33)

Meter Size

3/4" & 5/8"	\$75.00
1"	\$75.00
1½"	\$100.00
2"	\$150.00
3"	\$200.00
4"	\$250.00
6"	\$350.00
8"	\$500.00

Outside City limits 1¼ times the in-City rate

Construction Meters \$50.00/month rental + \$750.00 refundable deposit

Tampering with water meter \$100.00

Sec. 23-137 **Water Tapping Fees** (Ordinance #2003-13)

Laid in place type – 5/8"-3/4" meter \$150.00

Not laid in place type \$400.00  
5/8"-3/4" meter - no street cut

5/8"-3/4" meter - street cut \$600.00

Over 5/8"-3/4" up to 1" meter Appropriate fee above +  
\$75.00 additional

Over 1" meter Actual cost material + equipment/labor  
Equipment \$50.00 per hour per piece of equipment  
Labor \$25.00 per employee per hour

**Sewer Tapping Fees** (Fee Ordinance #2002-41)

Laid in place type – 4" sewer tap \$150.00

Not laid in place type \$400.00  
4" sewer tap - no street cut

Not laid in place type \$600.00  
4" sewer tap - street cut

	Sewer taps larger than 4"	Actual cost (\$600.00 minimum) + equipment/labor
	Equipment	\$50.00 per hour per piece of equipment
	Labor	\$25.00 per employee per hour
Sec. 23-139	<b><u>Utility Reconnect Fees</u></b> (Fee Ordinance #2008-32)	
	Normal hours	\$20.00
	After hours	\$30.00
	Irrigation meter reactivation/deactivation	\$20.00
Sec. 23-140	<b><u>Transfer of Utility Service Fee</u></b> (Ordinance #2008-32)	
		\$20.00
Sec. 23-141	<b><u>New Service Fee</u></b> (Fee Ordinance #2008-32)	
		\$20.00
Sec. 23-151	<b><u>Water Rates</u></b> (Fee Ordinance #2008-32)	
	0 - 2,000 gallons	\$14.00 minimum
	Over 2,000 gallons	\$3.25 per thousand gallons
	<b><u>Bulk Water Rates</u></b> (Fee Ordinance #2002-41)	
	\$3.00 per 1,000 gallons purchased in bulk from City facilities.	
Sec. 23-152	<b><u>Water and Sewer Rates Outside the City</u></b> (Ordinance #2004-25)	
	1¼ times the prevailing rate within the City	
Sec. 23-154	<b><u>Leak Rate</u></b> (Fee Ordinance #2002-41)	
	\$1.50 per 1,000 gallons in excess of the prior 12 months average consumption.	
Sec. 23-171	<b><u>Sewer Rates</u></b> (Fee Ordinance #2008-32)	
	Class A	
	0 – 2,000 gallons	\$11.00 minimum
	2,001 – 15,000 gallons	\$3.50 per thousand gallons
	Classes B, C & D	
	0 – 2,000 gallons	\$11.00 minimum
	Over 2,000 gallons	\$3.50 per thousand gallons

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Sec. 23-186 **Late Fee** (Fee Ordinance #2002-41)

\$10.00

Sec. 23-187 **Returned Check Fee** (Fee Ordinance #2004-40)

\$30.00

Sec. 23-TBD **Drainage Fee** (Ordinance #2007-39)

Residential Property  
(1-4 dwelling units on one parcel)

# of Units	Monthly Fee
1	\$3.00 per monthly billing cycle per single family dwelling unit
2	\$3.00 per unit, \$6.00 total per monthly billing cycle
3	\$3.00 per unit, \$9.00 total per monthly billing cycle
4	\$3.00 per unit, \$12.00 total per monthly billing cycle

Other Property

Developed properties with more than four (4) dwelling units will be imposed a flat fee based on the impervious cover of the parcel, as follows:

Sq. Ft. Range of Impervious Cover	Monthly Fee
250,000 sq. ft. and over	\$200.00
100,000 – 249,999 sq. ft.	\$100.00
50,000 – 99,999 sq. ft.	\$50.00
10,000 – 49,999 sq. ft.	\$20.00
0 – 9,999 sq. ft.	\$10.00

Sec. 24-22 **Taxicab Permit Fees** (Ordinance #51348)

Annual license fee \$20.00 per vehicle per year

Sec. 24-27 **Taxicab Fares and Charges** (Ordinance #21280-1)

Fares \$ .90 first 1/16 mile and portion thereof  
\$.10 per 1/16 mile and portion thereof additional

Airport Cab Service Same basis except \$.25 each added passenger

Sec. 24-76 **Emergency Medical Services Rates** (Fee Ordinance #2005-41)

**Basic Life Support (BLS):** Emergency pre-hospital care that uses non-invasive medical acts.

<u>City</u>	<u>Rural</u>	
\$500.00	\$800.00	+ \$10.00 per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery.

**Advanced Life Support 1 (ALS1):** Emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen and EKG monitoring.

<u>City</u>	<u>Rural</u>	
\$600.00	\$800.00	+ \$10.00 per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery.

**Advanced Life Support 2 (ALS2):** Emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen, EKG monitoring and drug therapy.

<u>City</u>	<u>Rural</u>	
\$700.00	\$800.00	+ \$10.00 per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery.

**No Transport Call:** A Call for EMS which may include BLS, ALS1 or ALS2 treatment and/or patient evaluation, but no transportation of the individual is made in a City of Belton ambulance.

**Level 1:** Calls which result in no BLS, ALS1 or ALS2 treatment other than patient evaluation and non-transportation.

<u>City</u>	<u>Rural</u>	
No Charge *	\$800.00	+ \$10.00 per mile beginning from where the EMS vehicle leaves the City of Belton and ending where the EMS vehicle arrives at the scene.

\* If in the opinion of the Fire Chief or his representative, the frequency of no transport calls constitutes an abuse of public service, the City reserves the right to charge the BLS rate for such service

**Level 2:** Calls which result in BLS treatment and non-transportation.

<u>City</u>	<u>Rural</u>	
\$500.00	\$800.00	+ \$10.00 per mile beginning from where the EMS vehicle leaves the City of Belton and ending where the EMS vehicle arrives at the scene.

**Level 3:** Calls which result in ALS1 or ALS2 treatment and non-transportation.

<u>City</u>	<u>Rural</u>	
\$600.00	\$800.00	+ \$10.00 per mile beginning from where the EMS vehicle leaves the City of Belton and ending where the EMS vehicle arrives at the scene.

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**Zoning** (Fee Ordinance #2004-40)

Rezoning of a single lot	\$150.00
Specific use permit	\$150.00
Multiple zoning request	
Per initial application	\$150.00 +
Per each zone request	\$25.00
Variance request	\$75.00

**Subdivisions** (Fee Ordinance #2007-26)

Admin plat	\$200.00
Preliminary subdivision plat	\$250.00 + \$3.00 per lot
Final subdivision plat	\$250.00 + \$3.00 per lot
Preliminary 1-lot subdivision plat	\$250.00 + \$10.00 per acre
Final 1-lot subdivision plat	\$250.00 + \$10.00 per acre
Placing traffic control devices and street name signs	\$250.00 for each sign assembly (typically includes pole, stop or yield sign and street name sign. Applies to replacement signs due to accidents or vandalism.
Inspection/Testing Fees	Actual Costs + 10%
Park Land Dedication (Ord. #2005-05)	\$200 per dwelling unit, as provided for in Section 517.05 of the Subdivision Ordinance.

**Miscellaneous Fees**

**Publications** (Fee Ordinance #2007-26)

Budget	\$20.00
Audit	\$15.00
Charter	\$15.00
Parks Master Plan	\$20.00 (hard copy) \$10.00 (CD version)
Code of Ordinances	\$100.00
Design Manual	\$50.00 (hard copy) \$10.00 (CD version)

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Comprehensive Plan	\$20.00
Subdivision Ordinance	\$25.00
Zoning Ordinance	\$50.00
Zoning Map (Large)	\$25.00
Zoning Map Set	\$20.00
Zoning Map CD	\$15.00
Plotted Maps	\$10.00/sheet
<u>Public Information Requests (Fee Ordinance #2008-32)</u>	
Fire/Ambulance Reports	\$5.00 per report
Accident/Police Reports	\$5.00 per report
Other requests (in accordance with current guidelines adopted by Texas Building & Procurement Commission)	
Standard paper copy (up to 8½x14)	\$ .10 per page
<u>Nonstandard-size copy</u>	
Oversized paper (11x17, greenbar, bluebar)	\$ .50 per page
CD ROM	\$3.00 each
Magnetic tape	actual cost
Data cartridge	actual cost
Tape cartridge	actual cost
VHS video cassette	\$3.00 each
Digital video disc (DVD)	\$3.00 each
Audio cassette	\$3.00 each
Specialty paper (mylar, blueprint, blue line, map, photographic)	Actual cost
Other electronic media	Actual cost
<u>Personnel charge</u>	
Programming personnel	\$28.50/hour
Other personnel (labor to locate, compile, and reproduce)	\$15.00/hour (see City Clerk)
Overhead charge	20% of personnel charge (see City Clerk)
<u>Microfiche/microfilm</u>	
Paper copy	\$ .10 per page
Fiche or film copy	actual cost
Remote document retrieval	actual cost

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<u>Computer resource charge</u>	
Mainframe	\$10.00/minute
Midsized	\$1.50/minute
Client/server	\$2.20/hour
PC or LAN	\$1.00/hour
Miscellaneous supplies (labels, boxes, etc.)	actual cost
Postage/shipping	actual cost
<u>Court fees (amounts retained by City) (Fee Ordinance #2006-33)</u>	
Teen court fee	\$10.00
Community service fee	\$50.00
<u>Nuisance Abatement (Fee Ordinance #2007-40)</u>	
Grass mowing/lot cleanup (includes personnel)	\$100.00/hour (2 hour minimum)
Debris removal/haul costs	\$100.00/hour per piece of City equipment (includes operator) + disposal cost + 20% of disposal cost
Additional personnel	\$25.00/hour
<u>Credit Card Payments (Fee Ordinance #2004-40)</u>	
Credit Card Payments	4%
Internet Payments	4%
Refused Credit Card	\$30.00
Returned Check Fee	\$30.00
<u>Other</u>	
Police Officer – Extra Duty (Fee Ordinance #2008-32)	\$25.00/hour (3 hour minimum)
Police Officer – Harris Community Center Extra Duty (Fee Ordinance #2006-33)	\$25.00/hour (2 hour minimum)
Ambulance Standby (Fee Ordinance #2004-40)	\$100.00/hour + actual personnel costs

## BUDGET GLOSSARY

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Account Number: A code made up of numbers used to classify how specific dollar amounts come into the City or how they are being spent.

Accounting System: The methods and records established to identify, assemble, analyze, classify, record and report the City's transactions and to maintain accountability for the related assets and liabilities.

Accounts Payable: A short-term (one year or less) liability reflecting amounts owed for goods and services received by the City.

Accounts Receivable: An asset reflecting amounts due from other persons/organizations for goods and services furnished by the City.

Accrual Accounting: A basis of accounting in which revenues and expenses are recorded at the time they occur, rather than at the time cash is received or paid by the City.

Ad Valorem Taxes: Commonly referred to as property taxes. The charges levied on all real, and certain personal property according to the property's assessed value and the tax rate. Also known as property taxes.

Appropriation: An authorization made by the City Council which permits the City to make expenditures and incur obligations.

Assessed Value: A valuation set upon real estate or other property as a basis for levying property taxes. All property values within the City of Belton are assessed by the Bell County Appraisal District.

Asset: The resources and property of the City that can be used or applied to cover liabilities.

Audit: An examination or verification of the financial accounts and records. The City is required to have an annual audit conducted by qualified certified public accountant, concluding in a written report called the Comprehensive Annual Financial Report (CAFR).

Available Cash: Unobligated cash and cash equivalents.

Basis of Accounting: Refers to when revenues, expenditures, expenses and transfers (and the related assets and liabilities) are recorded and reported in the financial statements.

Bond: A written promise to pay a specified sum of money (called the principal amount) at a specified date or dates in the future (called the maturity dates), and carrying interest at a specified rate, usually paid periodically. The difference between a bond and a note is that a bond is issued for a longer period and requires greater legal formality. The most common types of bonds are general obligation and revenue bonds. Bonds are usually used for construction of large capital projects, such as buildings, streets, and water/sewer system improvements.

Bonded Debt: The portion of indebtedness represented by outstanding (unpaid) bonds.

Bonds Issued: Bonds sold by the City.

Bonds Payable: The face value of bonds issued and unpaid.

Budget: A financial plan for a specified period of time (fiscal year for the City) that includes an estimate of proposed expenditures and the means for financing them.

Capital Improvements: Expenditures for the construction, purchase or renovation of City facilities or property.

CIP: Capital Improvement Plan. A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

Capital Outlay: Expenditures resulting in the acquisition of or addition to the City's fixed assets.

Capital Projects Fund: A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities or equipment.

Cash: Currency on hand and demand deposits with banks or other financial institutions.

Cash Basis: A basis of accounting in which transactions are recorded on when cash is received or disbursed.

Cash Equivalents: Short-term, highly liquid investments that are readily convertible to known amounts of cash.

Certificate of Obligation (C.O.): Legal debt instruments used to finance capital improvement projects. Certificates of obligation are backed by the full faith and credit of the government entity and are fully payable from a property tax levy. Certificates of obligation differ from general obligation debt in that they are approved by the City Council and are not voter approved.

Contingency: The appropriation of funds for future allocation in the event specified budget allocations are insufficient and additional funding is required.

Current Taxes: Taxes that are levied and due within the ensuing fiscal year.

Debt Service Fund: A fund established to account for funds needed to make principal and interest payments on outstanding bonds when due. Also referred to as an Interest and Sinking Fund.

Debt Service Requirements: The amount of money required to pay interest and principal for a specified period on outstanding debt.

Delinquent Taxes: Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.

Department: A functional group of the City with related activities aimed at accomplishing a major City service or program.

Depreciation: The proration of the cost of a fixed asset over the estimated service life of the asset. Each period is charged with a portion of such cost, and through this process, the entire cost of the asset is ultimately charged off as an expense.

Division: A grouping of related activities within a particular department. For example, Animal Control is a division of the Police Department.

Effective Tax Rate: The rate that produces the same effect in terms of the total amount of taxes as compared to the prior year. The computation of the effective rate is governed by the State of Texas.

Encumbrance: The commitment of appropriated funds to purchase an item or service. An encumbrance differs from an account payable in that a commitment is referred to as an encumbrance before goods or services are received. After receipt, the commitment is referred to as an account payable.

Enterprise Fund: See Proprietary Fund.

Expenditure: If accounts are kept on the accrual basis, this term designates total charges incurred, whether paid or unpaid. If they are kept on the cash basis, the term covers only actual disbursements for these purposes. (Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.)

Expense: Charges incurred, whether paid or unpaid, for operation, maintenance, interest and other charges which are presumed to benefit the current fiscal period.

Equity: The difference between assets and liabilities of the fund.

Fiscal Year (Period): The time period designated by the City signifying the beginning and ending period for recording the financial transactions of the City. The City of Belton's fiscal year begins each October 1st and ends the following September 30th.

Fixed Assets: Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture and equipment.

Full Faith and Credit: A pledge of the City's taxing power to repay debt obligations. Bonds carrying such pledges are referred to as general obligation bond or tax-supported debt.

Fund: Separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Fund Balance: The difference between fund assets and fund liabilities of governmental & trust funds. Fund balance for general fund types using modified accrual accounting closely equates to available cash.

General Fund: The largest fund within the City. Accounts for all financial resources except those required to be accounted for in another fund. The General Fund contains the activities commonly associated with municipal government, such as police and fire protection, libraries, streets, and parks and recreation.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and capital improvements. The repayment of these bonds is usually made from the Debt Service Fund. They are backed by the full faith and credit of the City. Voter approved.

Goals: Department/division objectives intended to be accomplished or begun within the coming fiscal year.

Grant: Contributions or gifts of cash or other assets from another government to be used for a specific purpose, activity or facility.

Infrastructure: Long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, drainage systems, and water and sewer systems.

Interest and Sinking Fund: See Debt Service Fund.

Interfund Transfers: Amount transferred from one fund to another.

Intergovernmental Revenue: Revenues received from another governmental entity, such as county, state or federal governments.

Machinery & Equipment: Property that does not lose its identity when removed from its location and is not changed materially or consumed immediately by use.

Maintenance: The act of keeping assets in a state of good repair. It includes preventive maintenance; normal periodic repairs; part replacement and so forth needed to maintain the asset so that it continues to provide normal service.

Mission: The basic purpose of a department/division - the reason for its existence.

Modified Accrual Basis: This method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received (except for principal and interest on long-term debt, which is recognized when paid).

Operating Budget: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.

Operating Expenses: Proprietary fund expenses related directly to the Fund's primary activities.

Operating Income: The excess of proprietary fund operating revenues over operating expenses.

Operating Revenues: Proprietary fund revenues directly related to the fund's primary

activities. They consist primarily of user charges for goods and services.

Ordinance: A formal legislative enactment by the City Council.

Paying Agent: An entity responsible for paying of bond principal and interest on behalf of the City.

Principal: The face value of a bond, payable on stated dates of maturity.

Property Taxes: See Ad Valorem Taxes.

Proprietary Fund: Also referred to as an Enterprise Fund. A governmental accounting fund in which the services provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges (e.g. water/sewer bills).

Refunding: The issuance of new debt whose proceeds are used to repay previously issued debt. The proceeds may be used immediately for this purpose (a current refunding), or they may be placed with an escrow agent and invested until they are used to pay principal and interest on the old debt at a future time (an advanced refunding).

Reimbursements: Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it, but that properly apply to another fund.

Resolution: A special or temporary order of the City Council. Requires less formality than an ordinance.

Retained Earnings: An equity account reflecting the accumulated earning of a proprietary fund.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.

Special Revenue Fund: Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Taxable Value: The assessed value of property less any exemptions available on that specific property. The tax rate is applied to the taxable value to arrive at a tax levy.

Tax Base: The total taxable value of all real and personal property in the City as of January 1<sup>st</sup> of each year, as certified by the Tax Appraisal District, less any exemptions.

Taxes: Compulsory charges levied by a government to finance services performed for the common benefit.

Tax Levy: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Rate: The amount of tax levied for each \$100 of taxable value.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property.

TML: The Texas Municipal League is a voluntary coalition of Texas municipalities created for the purpose of furthering and enhancing causes of mutual interest to Texas cities. The League offers educational and training opportunities, legislative activities and legal advisement to its members. Additionally, the League has intergovernmental risk pools that offer insurance coverage on an elective basis.

TMRS: The Texas Municipal Retirement System provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information. The City of Belton currently offers its employees a retirement plan with 2:1 matching, 5 year vesting and retirement eligibility at age 60 with 10 years of service and at any age with 20 years of service.

Unencumbered Balance: The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

User Charges: The payment of a fee for direct receipt of a public service by the party benefiting from the service (e.g. water and sewer fees).

## **ACRONYMS:**

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AP: Accounts Payable  
ALS: Advanced Life Support  
AMCC: Association of Mayors, Council members & Commissioners  
APWA: American Public Works Association  
AWWA: American Water Works Association  
BCWCID: Bell County Water Control and Improvement District  
BLS: Basic Life Support  
BOAT: Building Official Association of Texas  
BCCC: Bell County Communication Center  
BRA: Brazos River Authority  
CAFR: Comprehensive Annual Financial Report (audit)  
CAPS: Community Awareness Policing Services (grant)  
CID: Criminal Investigation Division  
COPS: Community Oriented Policing Services (grant)  
CTCOG: Central Texas Council of Governments  
CTLS: Central Texas Library System  
CY: Cubic yard  
EMS: Emergency Medical Services  
FEMA: Federal Emergency Management Association  
FICA: Federal Insurance Contribution Act (commonly referred to as Social Security)  
FY: Fiscal Year  
GAAP: Generally Accepted Accounting Procedures  
GASB: Governmental Accounting Standards Board  
GF: General Fund  
GFOA: Government Finance Officers Association  
GFOAT: Government Finance Officers Association of Texas  
HMAC: Hot Mixed Asphalted Concrete  
LETS: Law Enforcement Teaching Students  
LF: Linear foot  
NAIOP: National Association of Industrial & Office Properties  
NFPA: National Fire Protection Association  
NLC: National League of Cities  
NTCAR: North Texas Commercial Association of Realtors  
O&M: Operations and maintenance  
P/R: Payroll  
P&Z: Planning and Zoning  
PC: Personal Computer  
PRCA: Professional Rodeo Cowboys Association  
PW: Public Works  
ROW: Right of way  
RV: Recreational Vehicle  
SBCCI: Southern Building Code Congress International  
SIDC: Southern Industrial Development Council  
SRT: Special Response Team  
TCCA: Texas Court Clerks Association  
TCEQ: Texas Commission on Environmental Quality  
TCFP: Texas Commission on Fire Protection  
TCLEDDS: Texas Commission on Law Enforcement Data Distributions System  
TCMA: Texas City Managers Association

TIDC: Texas Industrial Development Council  
TIRZ: Tax Increment Reinvestment Zone  
TLETS: Texas Law Enforcement Telecommunications System  
TMCA: Texas Municipal Clerks Association  
TML: Texas Municipal Leagues  
TMPA: Texas Municipal Personnel Association  
TMRS: Texas Municipal Retirement System  
TPWA: Texas Public Works Association  
TXU: Texas Utilities  
TWUA: Texas Water Utilities Association  
W&S: Water and Sewer  
YAC: Youth Advisory Committee