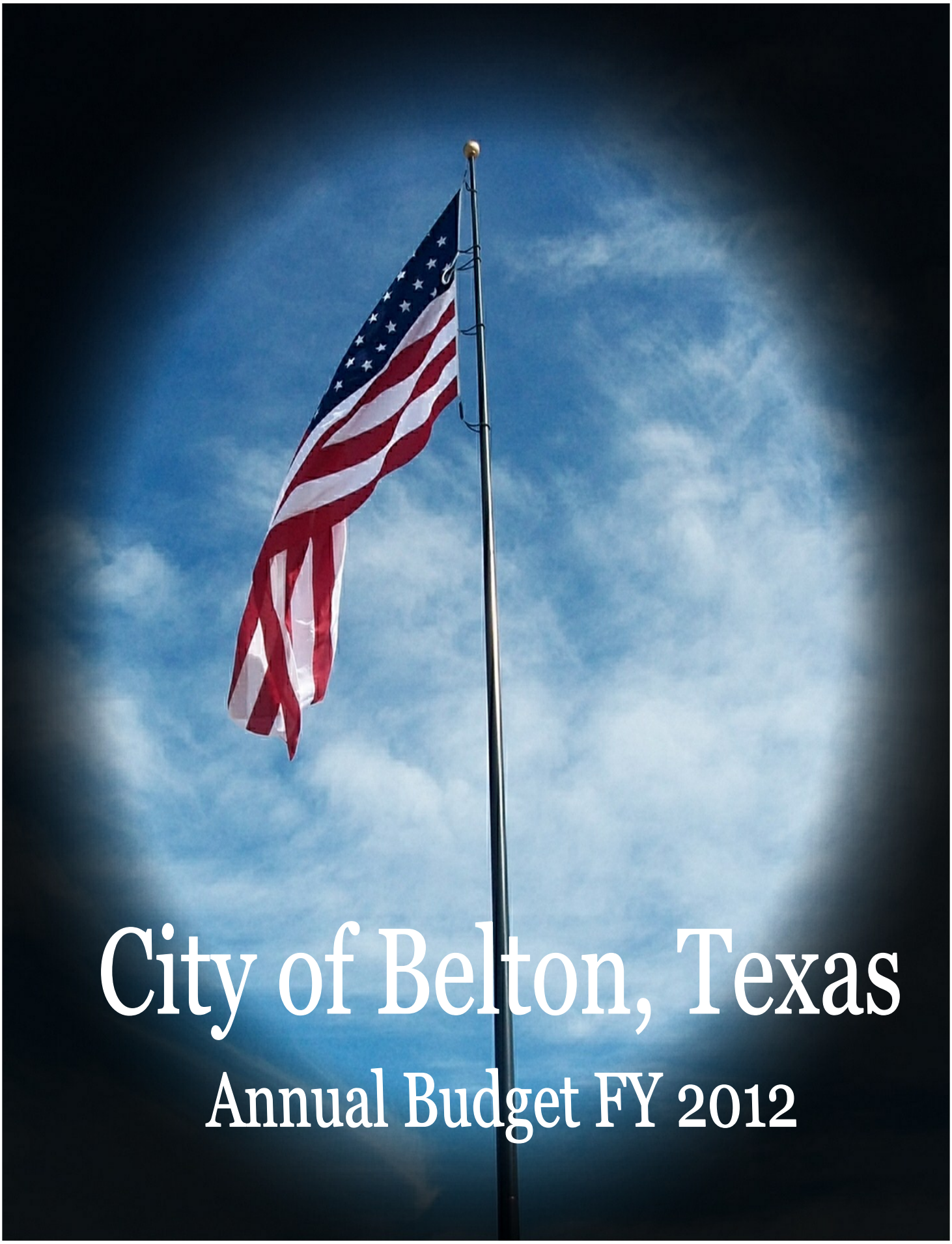

City of Belton, Texas

Annual Budget FY 2012

On the cover:
Old Glory flies in Patriot Plaza, dedicated 11-11-11
Photo by Cristy Daniell

Annual Budget
2011 ~ 2012

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, 2010

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Belton, Texas** for its annual budget for the fiscal year beginning **October 1, 2010**. 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, 2011

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 2012 fiscal year, beginning October 1, 2011 and ending September 30, 2012. 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 necessary 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.

In FY 2010, the Council undertook a full-scale strategic planning process, resulting in a refocused and restructured Strategic Plan. The changes involved Council outlining the visions, policies, and objective of each Strategic Plan component, with staff responsible for developing, goals, strategies, and tasks for achievement. The Plan was then reviewed and updated during the budget process for both FY 2011 and 2012. The City's overall Strategic Plan is presented in detail in a separate section of this document. Departmental goals and accomplishments include Plan references, which link department efforts and work plans back to the broader City-wide planning process.

2. Maintain Operations Within a Balanced Budget

The FY 2012 budget is oriented toward sustaining the City's current operating levels while meeting the demands created by growth and the sagging national economy. 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;
- Limiting budget growth;
- Reducing the existing ad valorem tax rate and maintaining utility fees;
- Assessing staff workload/personnel;
- Recognizing available funding limitations; and
- Seeking supplemental funding through grants.

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 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 and Utility Fees

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. Despite increasing operating costs, manpower stressors, and the sluggish economy, the Council made the commitment to reduce the tax rate for FY 2012 to the effective rate of $0.6540, the lowest rate since 1985.

In 2008, the City conducted a five-year Water & Sewer rate study, meant to ensure that revenues are adequate to cover ongoing costs, as well as planned infrastructure and capital needs. Due to the recession, the City chose to defer some system improvements and associated rate increases scheduled for FY 2010 and 2011. An update of the rate study will be completed in FY 2012, modifying and extending the original five-year rate plan through FY 2017. It is anticipated that rates will be modified during FY 2013 after completion of the study, to pay for re-scheduled infrastructure projects, including construction of an expansion of the Temple-Belton Regional Sewer System plant.

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	1,715,000
Total	$5,365,000

Work on these projects began in early FY 2008, and the last of these projects is expected to be completed in FY 2012.

In September of 2008, the City issued $2 million in contractual obligations. These funds were used to fund the Avenue D and Loop 121 wastewater projects, which included streets, drainage, and utilities related to the siting of the new South Belton Middle School in the area. This important CIP project was substantially completed in FY 2011; however, cost savings on all project components will allow the construction of other eligible priority infrastructure projects.

Street projects	$1,485,000
Water and Sewer projects	180,000
Drainage projects	335,000
Total	$2,000,000

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

5. 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 and historic preservation;
- Downtown revitalization;
- Code enforcement; and
- Strategic annexation.

A comprehensive review and revision of design and historic district standards was begun in FY 2008, and completed in FY 2009. These standards addressed several important development regulations, and established new design and historic guidelines to assist the City in achieving its goals related to land use, site development, and overall community aesthetics. Following implementation and over two years of practical experience with the guidelines, Council directed staff to review and update the design guidelines, a process scheduled to occur in FY 2012.

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. The effect of this investment has been dramatic, with upgrades to the facades of numerous downtown structures, and has facilitated private investment in the area as well.

6. Expansion of Citizen Services

Since 1992, residential solid waste collection has been provided by a third-party contractor. These services were systematically reviewed and analyzed by the City during 2010. As a result, brush collection services were removed from the contract, and assumed by the City. Provision of this service required the purchase of a brush truck, staffed with a truck driver. This change enhanced the level of service provided to citizens, and allowed the contractor to focus on garbage collection.

In FY 2011, the City evaluated taking over solid waste collection as well, but ultimately issued RFQ's and selected Waste Management to continue this service for three years, expanding the service to include household hazardous waste collection. Finally, the City decided to continue commercial solid waste hauler franchises, and removed City established rates in order to induce competition.

In the summer of 2011, the City conducted a recycling pilot program. Four neighborhoods with approximately 250 households were selected for participation in the project. The pilot involved utilizing a containerized system with weekly recycling pickup. At the end of the pilot, a survey of participants will be conducted, and a report will be made to Council in order to receive direction on the future of recycling in Belton.

7. Lena Armstrong Public Library Enhancements

In 2010, personnel vacancies created the opportunity to evaluate staffing at the Library. As a result, a clerk position was upgraded to add another degreed Librarian position, providing professional support to the Library Director and allowing her to focus on library planning and management tasks. A Library survey was conducted by City staff, and those results will help focus staff efforts to improve customer service, and perhaps extend and modify operating hours. An updated collection plan will focus on filling gaps in the collection, as well as expanding resources as identified in the survey and as requested by patrons.

The Library building was evaluated by Public Works, and several improvements were made, including relocating and improving the entrance to the Children's Room, retiling the entry and circulation desk area, and painting of all public areas. In FY 2011, improvements continued with the addition of new circulation desks to facilitate customer service, and the remodeling of restrooms. FY 2012 improvements will focus on the exterior of the building, to provide a welcoming façade and to complement the changes taking place downtown. The Library has also obtained grant funding to replace public access computers and related furniture.

8. Update Parks and Recreation Strategic Master Plan

During 2010, the City embarked on an update of the 2004-2009 Parks Master Plan, since most goals had been completed, and new challenges and opportunities were emerging. The result was the Parks and Recreation Strategic Master Plan 2010-2015, a visionary document intended to guide the development of Belton's park system and services for the next decade.

The Parks Master Plan outlines park priorities in three categories over a ten year period, with obvious budget implications:

- Recreational programming;
- Facility improvements; and
- Parkland acquisition.

As a direct result of the Plan, a new Recreation division was added to the Parks Department in FY 2011. The Harris Center Manager position was expanded to include recreation duties, and re-titled as Recreation and Events Director. A new staff position, Recreation Coordinator was also funded for FY 2011. Recreation programming began with health and wellness programs, as well as other

activities for all age groups. The development of the Recreation division is initially utilizing the Harris Community Center and the City's existing outdoor park facilities. The creation of a recreational guide has helped to educate citizens on all recreation programming offered throughout Belton, and also identified gaps in programming for future programming opportunities. FY 2012 recreation initiatives will include development of a volunteer program, implementing an Adopt-A-Park program, and expanding partnerships within the community to enhance recreational programming and special events.

With the population of Belton quickly approaching the important threshold of 20,000 residents, the Parks and Recreation Strategic Master Plan will serve as a guide to meeting the needs of its citizens in a phased and scheduled manner. As in the past, enhancement of Belton's park facilities will occur as a result of area partnerships, grant funding, and local resources.

9. Provide Tax Increment Reinvestment Zone (TIRZ) Funded Improvements

The FY 2012 TIRZ budget includes funds for a variety of important infrastructure projects including:

- Patriot Plaza;
- Spring Street – Phase II;
- Downtown beautification;
- Toll Bridge Road bridge replacement;
- Sparta Road (Commerce Drive to Loop 121) - Phase I;
- Southwest Parkway (Loop 121 to Huey Road) - Phase I;
- Main Street sidewalks; and
- Façade grants in downtown Belton.

Previous years' TIRZ funding helped jump-start a variety of projects in the area. The Gin project houses several retail ventures and a restaurant, drawing visitors to the downtown area. The Façade Improvement Grants have made a visible impact on the face of downtown, as more business owners take advantage of the 50/50 grant to improve the curb-appeal of their buildings. Many FY 2012 TIRZ projects are located in the downtown area, and will serve to fuel the revitalization, energy, and appeal of Belton's Downtown as a destination.

10. Belton Economic Development Corporation Funded Projects

In 2010, the Belton Economic Development Corporation (BEDC) completed construction of the Belton Business Center (BBC), a spec office/warehouse facility located in the Belton Business Park on US 190 at Loop 121. In FY 2011, Arbor Park Drive was completed to serve the BBC. The BEDC also funded the US 190/Loop 121 infrastructure improvements, including extension of a sewer main under both highways. Other Business Park improvements included site clearing, landscaping, and entrance signage.

BUDGET SUMMARY FY 2012

The combined **FY 2012 expenditures for all City of Belton appropriated funds are $18,457,908**, a decrease of $1,910,051 or 9.38% from the FY 2011 amended 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 monthly budget performance review.

Tax Rate:

The FY 2012 budget was formulated on an **ad valorem tax rate of $0.6540** per $100 of taxable valuation, which is a reduction from the FY 2011 rate of $0.6550. The taxable valuation for the City increased $20 million or 2.68% from the FY 2011 roll. New property and improvements added $22.3 million to the tax rolls, which was partially offset by a net decrease in the values of existing properties and increased exemptions.

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 2011 is $0.1135, and the General Fund (operations and maintenance) tax rate is $0.5405. 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 2012 are $10,394,754,** an increase of $202,319 or 1.98% from the prior year amended budget. The change in revenues from the prior year budget follows:

Revenue	Increase (Decrease)
Ad valorem taxes	$ 75,489
Sales tax	199,000
Franchise fees	(33,985)
Permits and licenses	(12,200)
Municipal court revenues	13,030
Refuse collection revenues and fees	(6,372)
Ambulance revenues	75,000
Grants and reimbursements	(122,787)
Interest Income	(2,000)
Other revenues	10,400
Interfund transfers	6,744
Total increase	$ 202,319

A more detailed discussion of projected revenues and the changes from FY 2011 is contained in the General Fund Section.

General fund proposed expenditures total $10,518,893, a decrease of $623,109 or 5.59% from the prior year. The change in expenditures from the prior year budget follows:

Personnel	$ 299,127
Supplies	72,994
Repairs & Maintenance	(83,845)
Services	24,993
Debt Service	0
Contingency	53,162
Transfers	(910,170)
Contributions	10,705
Capital outlay	(44,700)
Strategic Plan	(45,375)
Total increase	$ (623,109)

The **personnel** budget for FY 2012 increased by 4.45% and includes funding for:

- Addition of one Police Officer;
- Increase in health insurance premiums;
- Retirement plan rate changes;
- Merit pay plan adjustments; and
- Civil service step increases.

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

The FY 2012 **supplies** budget increased by 19.12% due to increased fuel budgets, which are based on recent pricing and historical use patterns.

Repairs and maintenance are budgeted to decrease 17.23% due to one-time expenditures in FY 2011 to repair damage in Yettie Park Polk and on the Hike and Bike Trail, caused by severe flooding in September of 2010.

Services are budgeted to increase 1.22%, due to a variety of factors. Travel and training budgets increased $14,994, professional services (engineering and legal) increased $12,256, street and trail lighting increased $6,970, and county jail and animal shelter costs increased $33,002. These increases were partially offset by reductions of $12,810 in the county-wide communications center allocation, $14,000 in demolition costs, $12,000 for the refuse collection contract, and other line item fluctuations.

Debt service in this fund represents repayment of an inter-fund loan from the City's Greathouse Trust for ambulances, and a lease payment on the new brush truck.

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 2012 amount of $100,000 (0.95%) is well within that limit.

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 2012 budget includes transfers to the Civil Service Fund to set aside funds for appeals and sick leave pay for terminating civil service employees, to the Library Book Fund for collection materials, and a transfer to the Capital Equipment Fund, as discussed below.

Contributions are amounts pledged by the City Council to charitable, non-profit, and quasi-governmental agencies. This year's funding allocations include amounts to the Bell County Health District, the Senior Citizens' Center, HOP Public Transportation, Heart of Texas Defense Alliance, Belton Christian Youth Center, and Downtown Belton Merchants' Association. Also included in this category is pass-through funding to BISD for crossing guards.

Capital outlay fluctuates annually depending on the specific needs for equipment replacement and infrastructure requirements. Due to economic conditions, the General Fund budget does not include any capital outlay for FY 2012. An allocation of $100,000 is in the budget for transfer to the Capital Equipment Fund, to be used for equipment needs. However, this transfer will not be made until and unless a mid-year budget review indicates that revenue and expenditures warrant the transfer. A discussion of capital outlay appears in the Capital Outlay Section.

Strategic plan components to be funded from the General Fund total $87,125. A schedule of strategic plan elements in this year's budget appears in the Strategic Plan Section.

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 2012 are $5,006,500**, a decrease of $183,645 or 3.54% from the prior year budget. A more detailed discussion of projected revenues and the changes from FY 2011 is contained in the Water and Sewer Section.

Water and Sewer Fund proposed expenditures total $5,281,598, an increase of $98,948 or 1.91% from the prior year. The change in expenditures from the prior year budget is as follows:

Personnel	$ 24,714
Supplies	38,577
Repairs & Maintenance	2,621
Services	379,860
Water purchases	(134,181)
Wastewater treatment	27,792
Contingency	4,927
Transfers	(271,256)
Debt service	1,809
Strategic Plan	(19,625)
Capital outlay	43,710
Total increase	$ 98,948

Personnel costs for FY 2012 reflect increases due to the natural growth from pay plan increases and the related benefits thereon, and an anticipated increase in health insurance. Staffing in the Water and Sewer fund remains unchanged from FY 2011.

Fuel budgets, which compose 51% of the **supplies** budget in this fund, were adjusted to reflect the average cost of fuel over the past year. There was also an increase in small equipment funding.

Repairs and maintenance are budgeted to increase 1.85%, to include funding for tank inspections on all three of the City's water supply tanks.

The **Services** expenditure category includes insurance premiums, professional fees, utilities, dues, and employee training costs. The budget increase of $379,860 includes a $350,000 allocation for engineering services related to expansion of the Temple Belton Regional Sewer System (TBRSS). The remaining increase is due to increased funding for professional services, and other small variances spread across line items and departments.

Projected **water purchases** for FY 2012 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. The water purchases budget for FY 2011 was amended for record-breaking water purchases and sales.

Wastewater treatment payments are made to the Brazos River Authority (BRA) for Belton's share of the Temple-Belton Regional Sewer System (TBRSS). Each year, the BRA calculates the split of its operating budget based on actual flows from Belton and Temple. Belton's share of the flow increased this year, from 20.780% to 22.058%, resulting in increased treatment costs of $27,792 for FY 2012.

Fixed costs payments for the plant reflect Belton's 25% share of BRA debt for the plant infrastructure. The debt on the existing plant was paid off in FY 2010, reducing the City's fixed payments on the plant to zero, beginning in FY 2011. Fixed payments will resume when the plant expansion is completed sometime in the next five to ten years.

Although not required by the City Charter, a small **contingency fund** of $25,000 is budgeted for FY 2012, to absorb unanticipated, minor operating expenses.

Transfers to the General Fund are for reimbursement of costs and payment in lieu of franchise fees. The FY 2012 budget includes:

- Franchise transfer to General Fund calculated as approximately 5% of budgeted water and sewer sales; and
- Reimbursement transfer to General Fund for 20% of the Maintenance Department budget, and for 50% of the Finance and Utilities building costs.

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.

Strategic plan components to be funded from the Water & Sewer Fund for FY 2012 total $27,875. A schedule of strategic plan elements in this year's budget appears in the Strategic Plan 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 2012 are $1,280,030**, an increase of $94,705 or 7.99% from the prior year. A discussion of economic development revenues is included in the Other Funds Section.

Total **expenditures are $804,666,** a decrease of $1,379,846 or 63.16% from the prior year. The change in expenditures from the prior year budget is as follows:

Operations & maintenance	$ (152,512)
Debt service	3,526
Incentives	(20,000)
Capital projects	(665,860)
Transfers	(545,000)
Total decrease	$ (1,379,846)

The budget for **operations & maintenance** was reduced at the BEDC Board direction. The contingency amount of $50,000 was deleted, travel and advertising budgets were tightened, and consultant services were reduced. This tightening is intended to increase the amount of available funding for capital outlay and incentive packages to attract and retain businesses in Belton.

Debt service reflects the interest and principal payments on economic development debt issues (see the Taxes & Debt section of this document). A decrease in **incentives** funding reflects current commitments by the BEDC. There were no planned **capital projects** or **transfers** for FY 2012.

Drainage Fund:

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

Budgeted **revenues for FY 2012 are $352,100,** and are generated by the drainage fee which was effective March 1, 2008. Budgeted **expenditures for FY 2012 total $261,103,** and include two Maintenance Workers, associated operating and capital costs, public education efforts, lease payments on a street sweeper, 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 2012 budgeted revenues are $151,250,** decreasing slightly from FY 2011. A discussion of Hotel/Motel revenues appears in the Other Funds Section.

The budgeted **expenditures for FY 2012 are $151,250,** a decrease from the prior year. The bulk of Hotel/Motel funding is allocated to the Chamber of Commerce, which submits an annual 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 2012 is $0.1135 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 General Fund and the Water and Sewer Fund are budgeted to have a decline in fund balance by the end of FY 2012. 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

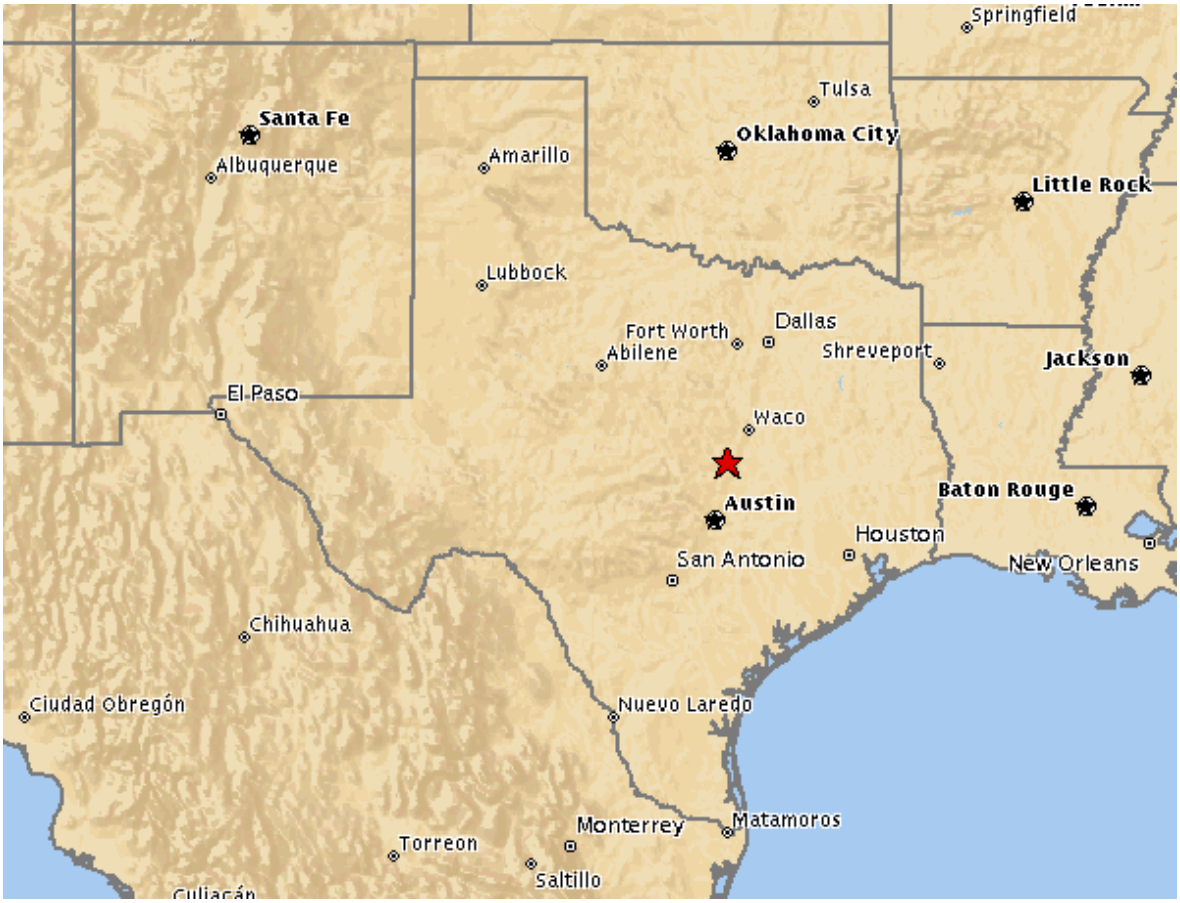
The FY 2012 budget, while continuing prior year commitments to improve services and facilities, reflects a balanced approach to the multi-faceted needs of a growing community. This proposed budget continues to build on the City's successes, moving steadily forward, seeking to meet the dual goal of preserving community character, while prudently planning for future growth.

The leadership of the City Council, as well as your time and attention provided during the development of the FY 2012 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 4th 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

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 Manager	933-5818
Fax	933-5822

Development Services

Planning Director	933-5816
Building Official	933-5815
Assistant Building Official	933-5814
Clerk	933-5812

Information Technology

IT Director	933-5878
IT Support Specialist	933-5879
GIS Technician	933-5890

FINANCE DEPARTMENT

Finance Director	933-5808
Assistant Finance Director	933-5807
Accounts Payable	933-5806
Ambulance Billing	933-5804
Cashier	933-5802
Human Resources Director	933-5805
Receptionist	933-5800
Utility Billing Supervisor	933-5809
Fax	933-5859

ECONOMIC DEVELOPMENT 770-2270

Executive Director	770-2271
Director of Business Retention	770-2273
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

Recreation & Events Director	933-5860
Recreation Coordinator	933-5861
Fax	933-2469

LIBRARY 933-5830

Library Director	933-5832
Fax	933-5831

PUBLIC WORKS 933-5823

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

MUNICIPAL COURT 933-5838

Court Administrator	933-5839
Fax	933-5870

PARKS

Parks Superintendent	933-5834
Fax	933-5833

POLICE DEPARTMENT 933-5840

Emergency	911
Communications Room	933-5846

Administration

Police Chief	933-5845
Administrative Assistant	933-5844
Administration Commander	933-5854
Animal Control	933-5856
Fax	933-5835

Support Services

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

Operations

Operations Commander	933-5848
Patrol Sergeants	933-5847
Patrol Office	933-5849
Code Enforcement Officer	933-5820

CITY INFORMATION

BUDGET CONTENTS

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 Economic 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. Descriptions, goals, and performance indicators for the various Departments and Divisions are given where applicable.

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

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

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 2012

Date	Event	Requirement/Action
April 4, 2011 (Monday)	Budget Packets to Departments	▸ Budget instructions and forms sent to Department Heads.
May 2, 2011 (Monday)	Regular Council Meeting	▸ Presentation of mid-year budget report to Council.
May 2, 2011 (Monday)	Budget Requests to Finance	▸ Deadline for department submission of budget request.
May 2011	Budget Preparation	▸ City Manager & staff review requests; department heads meet w/Manager; staff prepares draft budget.
June 14, 2011 (Monday)	Regular Council Meeting Budget Workshop	▸ General Fund Revenues
June 28, 2011 (Tuesday)	Regular Council Meeting Budget Workshop	▸ Drainage Fund
July 12, 2011 (Tuesday)	Regular Council Meeting Budget Workshop	▸ Water & Sewer Fund
August (month of)	Calculate & Publish Effective and Rollback Tax Rates	▸ By Appraisal District
August 2, 2011 (Tuesday)	Special Called Meeting Budget Workshop	▸ General Fund – Department presentations
August 4, 2011 (Thursday)	TIRZ Board Meeting	▸ TIRZ budget presentation to TIRZ Board
August 9, 2011 (Tuesday)	Regular Council Meeting Budget Workshop	▸ Hotel/Motel Fund ▸ BEDC Fund ▸ TIRZ Fund ▸ Ad Valorem Tax Rate ▸ Debt Service
August 23, 2011 (Tuesday)	Regular Council Meeting Budget Workshop	▸ Clean-up budget workshop ▸ Call for public hearing on budget
August 27, 2011 (Telegram) September 1, 2011 (Journal)	Newspaper Notices	▸ Publish notice of public hearing on budget (publication must be at least 5 days before public hearing).
September 6, 2011 (Tuesday)	Special Called Meeting	▸ Public hearing on budget. ▸ Public input on strategic plan.
September 13, 2011 (Tuesday)	Regular Council Meeting	▸ Adopt strategic plan. ▸ Adopt fee schedule. ▸ Adopt budget (no less than 5 days after hearing). ▸ Adopt tax rate

CITY FUNDS

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, Information Technology Systems, Streets, Parks & Recreation, Development Services, Library, Solid Waste, and Maintenance Departments.

- Belton Economic 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

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 expended when paid (Budget basis).

- Principal payments on long-term debt are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis.

- Capital outlays are recorded as assets on a GAAP basis and expended on a Budget basis.

FINANCIAL AND BUDGET POLICIES

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 2012 is 130.27 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 February 2, 2011. 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-five consecutive Certificates from FY 1986 through FY 2010. We believe the FY 2011 audit will also conform to the standards of the Certificate Program, and it will be submitted it 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 2012.

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 16.99 cents over the last sixteen years.

Sales tax revenue projections should be conservative due to the elastic nature of this economically sensitive revenue source. Sales tax projections for FY 2012 are budgeted at a moderate increase above the FY 2011 level.

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 2012 are $328,844.

The City will **not issue debt to finance current operations**. No debt was issued in FY 2011 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 2012 contingency amount is set at $100,000 or 0.95% 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 nineteen consecutive years, for FY 1993 through FY 2011.

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 2012 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 2012 budget does not contain any transfers from the General Fund to the Water & Sewer Fund or the Drainage 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. Scheduled rate increases for FY 2011 and FY 2012 were deferred due to the recession and deferment of capital projects.

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 2012 exceeds current debt coverage requirements.

The **utility system will maintain a bond rating** of Baa (Moody's) and AA- (Standard & Poor's). 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

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.[1] 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 2012.

Department	Performance Measure	Goal	Actual FY 2011
Finance	Maintain a fund balance of at least 25% of operating expenditures (90 days operation).	25%	35.69%
	Collection rate for current taxes.	97%	97.74%
	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.	5 min.
	Percentage of stolen property recovered.	60%	60%
	Percentage of issued warrants that are served.	60%	65%

[1] "A Practical Guide for Measuring Program Efficiency and Effectiveness in Local Government", The Innovations Group, Copyright 1992.

Department	Performance Measure	Goal	Actual FY 2011
	% of investigations due to citizen complaint completed within 15 days of receipt.	95%	100%
	Average time for compliance with code.	7 days	10 days
Fire	Respond to fire calls inside the City within 5 minutes.	98%	61.1%
	Contain structural fires to confines of building.	98%	100%
Streets	Repair of utility cuts within 5 days.	95%	90%
	Complete work orders within 5 days.	95%	90%
Planning	Complete review of applications within 5 days of receipt.	5 days	3 days
	Issue utility permits within an average of 30 minutes.	30 min.	30 min.
Inspections	Average time per inspection.	30 min.	25 min.
	% of requests for specialty inspections completed within 4 hours of request (during working hours).	95%	98%
	% of requests for building inspections completed within 4 hours of request (during working hours).	90%	98%
Library	Increase circulation each year.	5%	4.5%
	Average turnover rate	2%	1.56%
Utilities	Bad debts written off as a % of total billed.	0.50%	1.0%
	10% or less unaccounted for water loss.	10%	3.0%
	Respond to all 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%	1%
	90% of equipment repairs completed within 2 working days.	90%	92%
	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.

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

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

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

	2010	2000	1990
Belton	18,216	14,623	12,476
Bell County	310,235	237,974	191,088
Killeen/Temple MSA (Bell, Coryell Counties)	385,623	312,952	255,301

EDUCATION

Belton Independent School District:

- 2 - high schools, 3 - junior high schools, 8 - 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 Texas A&M University Central Texas
• 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 University, Austin Austin Community College, Austin Texas A & M University, College Station

TRANSPORTATION

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. The HOP public bus line which runs from Copperas Cove to Temple.
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

Electric Power:	
Supplier	Oncor Electric Delivery
	Numerous retail electric providers
Transmission Lines	Two 138,000 KV lines
Distribution Voltage	12,000 KV
Natural Gas:	
Supplier	Atmos Energy
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	2.00 Million Gallons Daily
Sewer System:	
Operator	Brazos River Authority
Treatment Plant	Activated sludge
Capacity	2.50 Million Gallons Daily
Current Usage	1.50 Million Gallons Daily
Telephone:	
Supplier	Southwestern Bell
	Numerous long distance and mobile companies
Digital Switching	Yes

INDUSTRIES

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 50,343. Land area totals 340 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, Scott & White Children's Hospital, 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 five banks and two credit unions represented in Belton with branch offices located throughout Bell County and Central Texas.

MAJOR EMPLOYERS

Employer	Product	Employees
Belton Independent School District	Education	1,400
Bell County	Government	1,074
Super Wal-Mart	Department Store	400
University of Mary Hardin-Baylor	Education	383
Belco Manufacturing	Fiberglass Tanks	165
Cedar Crest Hospital & Clinic	Counseling & Treatment Center	160
City of Belton	Government	153
Custom Printing	Specialty Advertising Products	151
Central Texas Council of Govt.	Governmental Association	125
United Parcel Service	Package Delivery	120
HEB Grocery	Grocery Store	115
Aspen Air	HVAC Equipment & Services	108
Park Place Manor	Nursing Home	106
Crestview Manor	Nursing Home	93
American Spincast	Centrifugal Alloy Castings	70
Texas Star Security	Security Services	65
Matous Construction	Construction	60
Scott & White Clinic	Healthcare	53
Tarco of Texas	Roofing Material	50
Texas Dept of Transportation	Highway Construction	50
Franklin Industrial Minerals	Mineral Mining and Processing	50
Wheeler Coating Asphalt, Inc	Construction	50
Harvest Technologies, Inc	Rapid Prototyping and Production Services	50

COMMUNITY AND RECREATION FACILITIES

Newspaper:	Belton Journal (weekly) Temple Daily Telegram (daily)
Radio:	KPLE - Country/Western format KUSJ - Country/Western format KTEM - Talk Radio KNCT - Public Broadcasting System KLOVE - Christian Radio 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 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 2012–2017

October 1, 2011

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 retreats attended by Councilmembers, the City Manager, and a professional facilitator. These retreats resulted in the identification of a set of preliminary goals, which were then ranked by Council priority. City staff then conducted its own strategic planning session, aided by the facilitator. Staff's objective was to review the 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. 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 initial 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 2001. Periodically, due to Councilmember changes, and as significant tasks identified in the Plan are accomplished, the Council conducts comprehensive updates of the Strategic Plan.

With the consistent direction of the City Council over the past decade, the Plan has been reviewed as part of the annual budget process each year. Additionally, the Council has directed that the Plan should be comprehensively reviewed at least every five years. A comprehensive review occurred during 2010, recognizing important long term needs, and in conjunction with adoption of the FY 2011 annual budget.

The City Council instituted a change in process and focus in development of the FY 2011 Strategic Plan Update, which is continued for FY 2012 and for this FY 2012-2017 Update. The City Council redirected the City's task orientation from the previous Plan, which contained numerous unrelated action items, to identification of desired policies linked by purpose. The Council determined it was appropriate to state its VISION through POLICY STATEMENTS, to outline associated OBJECTIVE STATEMENTS, and then to charge Management with the responsibility for developing a GOAL ACHIEVEMENT PLAN for each prioritized element. During each of the five years of the 2012-2017 planning period, this template will be used for annual updates of Belton's Strategic Plan.

The information which follows summarizes the FY 2012-2017 Strategic Plan Definitions and Process.

City of Belton, Texas
Strategic Plan Definitions and Process
2012-2017

Vision Statement: The City's Vision Statement is comprised of a series of six (6) Policy Statements that, when taken together, indicate how Belton City government will function when fully successful.

Policy Statements: The City's six (6) Policy Statements, A-F, were crafted by the City Council during a retreat in 2010 to reflect how the Council wishes to see the City operate. The policy statements were reviewed and reconfirmed in conjunction with the Strategic Plan Update for FY 2012

Policy A	The City of Belton provides effective and efficient City Government for its Citizens
Policy B	The City of Belton follows prudent growth management practices
Policy C	The City of Belton seeks to protect and improve our quality of life
Policy D	The City of Belton maintains an active role in economic development
Policy E	The City of Belton maintains an effective level of readiness to anticipate and respond to diverse public safety needs
Policy F	The City of Belton provides quality delivery of essential services

Objective Statements: Objective Statements derive from each Policy, and reinforce what the Council identified as needed to achieve the stated Policy. Objective A-1, for example, relates to Policy A.

In 2010, 54 Objectives were developed by the Council. In 2012, one objective was added for a total 55. Each objective was then rated High, Medium, or Low regarding its importance and each HIGH-ranked Objective was then rated either:

H-OK: High, but presently being done satisfactorily; no immediate additional action needed.

H-N: High, and presently needs more emphasis and immediate action is needed.

Listed on the next six (6) pages, in their entirety, are Council determined Policy Statements A-F, with associated Objective Statements. The priority rankings established by the Council in Spring 2010 are also indicated.

STRATEGIC PLAN POLICIES, OBJECTIVES, AND 2012 RANKING

A. The City of Belton provides effective and efficient City Government for its Citizens

	RANK	YEAR
Management		
1. Conducts annual Strategic Planning updates.	**H-OK**	
2. Provides appropriate education and training for members of Council, Boards and Commissions, and Staff.	**H-N**	**1**
3. Maximizes City, County, State and National resources, to include grants and federal funds as appropriate.	**H-OK**	
4. Practices sound fiscal management principles and runs financially efficient operations.	**H-OK**	
5. Creates and follows sound management practices in leadership succession and manpower planning.	**M-OK**	
6. Maintains, implements and regularly updates master plans including technology, utility, land use, economic development, thoroughfare, library, parks, drainage, finance and annexation in order to prepare for future service delivery.	**H-N**	**1**
7. Delivers municipal services with a customer oriented, well trained and properly compensated staff.	**H-N**	**1**
Communications		
8. Provides effective means for handling critical issues and citizen concerns.	**H-N**	**1**
9. Encourages elected and appointed officials and staff to communicate and cooperate in the community's best interest.	**H-N**	**1**
10. Promotes Belton's assets to Citizens, Visitors, and Clients in a variety of communication formats.	**M-N**	
11. Practices open government with community involvement, making government accessible to all citizens.	**H-OK**	
Leadership		
12. Identifies strategic partnerships to expand available services to our citizens.	**H-OK**	
13. Practices good energy conservation and encourages citizens to follow.	**M-N**	
14. Applies new and emerging technologies where appropriate to improve services and reduce costs.	**M-OK**	

STRATEGIC PLAN POLICIES, OBJECTIVES, AND 2012 RANKING

B. The City of Belton Follows Prudent Growth Management Practices

	RANK	YEAR
Land Use/Infrastructure		
1. Creates, maintains and follows a comprehensive land use plan.	**H-OK**	
2. Facilitates quality mixed use development while maintaining Belton's unique character.	**H-OK**	
3. Develops and implements orderly future annexation planning.	**M-N**	
4. Considers emerging technology for infrastructure construction.	**M-N**	
Service/Management		
5. Actively implements thoroughfare planning and traffic management.	**H-N**	**1**
6. Develops policies to encourage tax base diversity.	**H-OK**	
7. Considers rapidly changing demographics in future planning.	**M-N**	
8. Establishes and meets essential environmental goals.	**M-N**	
9. Enhances partnerships for regional growth and sustainable development.	**H-0K**	
10. Balances service and infrastructure expansion and maintenance with available revenues.	**H-N**	**1**

STRATEGIC PLAN POLICIES, OBJECTIVES, AND 2012 RANKING

C. <u>The City of Belton Seeks to Protect and improve our Quality of Life.</u>

The City of Belton views Quality of Life as . . . the beauty, safety, livability, sustainability, natural environment, natural resources, historic preservation, recreation, entertainment connection to heritage, cultural development, premier education, friendly neighborhoods, and quality development character, among other factors.

	RANK	YEAR
1. Measures and reviews how well government initiated actions impact quality of life.	**M**	
2. Seeks to create an atmosphere that will both attract and retain citizens resulting in a friendly, healthy, and vibrant community.	**H-OK**	
3. Promotes a culture which attracts young adults and retains our youth.	**H-N**	**1**
4. Maintains and enforces appropriate building codes in order to assist in beautifying both public and private property.	**H-OK**	
5. Implements an historic and neighborhood preservation plan with an emphasis on Belton's unique heritage.	**H-OK**	
6. Provides and distributes adequate Leisure Services to address the diverse needs of our citizens.	**H-N**	**1**
7. Ensures cultural opportunities exist for all citizens.	**L**	
8. Seeks to enhance the quality of life for our citizens through strategic partnerships with regional entities.	**H-OK**	

STRATEGIC PLAN POLICIES, OBJECTIVES, AND 2012 RANKING

D. The City of Belton Maintains an Active Role in Economic Development

	RANK	YEAR
1. Supports implementation of the economic development strategic plan.	**H-OK**	
2. Works in partnership with local and regional entities to expand and maximize both retail and commercial economic development in Belton.	**H-OK**	
3. Fosters the development of financial resources to facilitate new business investment.	**M-OK**	
4. Investigates opportunities to maintain and improve a skilled labor force, with emphasis on young talent.	**H-N**	**1**
5. Works in partnership with area educational institutions to enhance training and employment opportunities within Belton.	**M-N**	
6. Regularly evaluates the effectiveness of the City's economic development efforts.	**H-N**	**1**
7. Plans for adequate infrastructure to meet the needs of future economic development prospects.	**H-OK**	
8. Develops and implements quantifiable thresholds for city participation in private development projects.	**H-N**	**1**

STRATEGIC PLAN POLICIES, OBJECTIVES, AND 2012 RANKING

E. The City of Belton Maintains an Effective Level of Readiness to Anticipate and Respond to Diverse Public Safety Needs

	RANK	YEAR
1. Reviews staffing, equipment, training, and facilities on an annual basis and addresses deficiencies.	**H-N**	**1**
2. Reviews new public safety technology to evaluate potential benefits.	**M**	
3. Develops and implements public safety initiatives to promote outreach and prevention programs for citizens.	**M**	
4. Utilizes area and regional public safety agencies, private providers, and hospitals to ensure delivery of exemplary public safety services.	**H-OK**	
5. Implements/updates public safety master plans.	**H-N**	**1**
6. Conducts regular threat assessments to measure disaster preparedness.	**H-N**	**1**

STRATEGIC PLAN POLICIES, OBJECTIVES, AND 2012 RANKING

F. The City of Belton Provides Quality Delivery of Essential Services

	RANK	YEAR
1. Maintains, implements and regularly updates master plans including technology, utilities, land use, economic development, thoroughfare, library, parks, storm drainage, annexation and finance in order to prepare for future service delivery.	**H-OK**	
2. Partners with agencies and service providers to enhance service delivery and assures cost effectiveness for our citizens.	**M-OK**	
3. The City of Belton provides:		
• Adequate, dependable water supply and delivery infrastructure	**H-OK**	
• Dependable and cost effective wastewater infrastructure and service	**H-N**	**1**
• On-going maintenance of city streets and planning for future growth	**H-N**	**1**
• Waste collection services and recycling	**H-N**	**1**
• Adequate storm drainage infrastructure	**M**	
• Pedestrian and bike routes	**H-N**	**1**
• Comprehensive and state of the art information technology services.	**H-N**	**1**

Below are the twenty (20) H-N priority- ranked Objectives, as identified by City Council, and assigned Coordinators for FY 2012.

POLICY REFERENCE	OBJECTIVE	COORDINATOR
A-2	Provides appropriate education and training for member of Council, Boards and Commissions, and Staff.	City Clerk
A-6	Maintains, implements and regularly updates master plans including utility, land use, economic development, thoroughfare, library, parks, drainage, finance and annexation in order to prepare for future service delivery.	Planning Director
A-7	Delivers municipal services with a customer oriented, well trained & properly compensated staff.	Asst. City Manager
A-8	Provides effective means for handling critical issues and citizen concerns.	Asst. City Manager
A-9	Encourages elected and appointed officials and staff to communicate and cooperate in the community's best interest.	City Manager
B-2*	Facilitates quality mixed use development while maintaining Belton's unique character.	(Consider in E-1)
B-5	Actively implements thoroughfare planning and traffic management.	Planning Director
B-10	Balances service and infrastructure expansion and maintenance with available revenues.	Asst. City Manager
C-3	Promotes a culture which attracts young adults and retains our youth.	Harris Center Mgr.
C-6	Provides and distributes adequate Leisure Services to address the diverse needs of our citizens.	Harris Center Mgr.
D-4	Investigates opportunities to maintain and improve a skilled labor force, with emphasis on young talent.	BEDC Exec. Dir.
D-6	Regularly evaluates the effectiveness of the City's economic development efforts.	BEDC Exec. Dir.
D-8	Develops and implements quantifiable thresholds for city participation in private development projects.	City Manager
E-1	Reviews staffing, equipment, training, and facilities on an annual basis and addresses deficiencies.	Police/Fire Chiefs
E-2*	Reviews new public safety technology to evaluate potential benefits.	(Consider in E-1)
E-5	Implements/updates public safety master plans.	Police/Fire Chiefs
E-6	Conducts regular threat assessments to measure disaster preparedness.	Police/Fire Chiefs
F-3	The City of Belton provides:	
F-3-1	Dependable and cost effective wastewater infrastructure and service	Dir. of Public Works
F-3-2	On-going maintenance of city streets & planning for future growth	Dir. of Public Works
F-3-3	Waste collection services	Asst. City Manager
F-3-4	Pedestrian and bike routes	Planning Director
F-3-5	Information Technology Master Plan	IT Director

*Not rated H-N by Council.

The Council discussions produced the following inputs to assist in developing a strategic response to each Objective and guided preparation of Goal Statements and Tasks by Management.

COUNCIL "GOALS" DISCUSSION **April 2012**	
A2-1	Training/orientation plan needed.
A6-1	Produce a schedule of updates on a complete list of master plans.
A7-1	Create policy to handle customer complaints. Define the means (person & method) to respond. Arrange unified response.
A8-1	Need policy.
A9-1	Need policy.
B5-1	Organize to communicate status & estimated completion date.
B10-1	Provide schedule and budget each year to Council. Allow no buildup of overdue needs and show detailed info on each need.
C3-1	Appoint some youth and E.T.J. residents to some boards.
C3-2	Foster development of smaller homes.
C3-3	Encourage developing young stakeholders.
C6-1	Do a survey on Leisure Services, identify City roles, and address needs.
D4-1	Find out what City can do to help work force development achieve our goals.
D4-2	Establish a link between City and Work Force Development.
D6-1	Goes beyond Economic Development Plan to emphasize closer working relationship between BEDC/City.
D6-2	Define metrics on how we are completing actions identified in Economic Development Strategic Plan.
D6-3	Conduct outside visits to evaluate effective economic development strategies in other municipalities.
D8-1	Establish quantifiable thresholds and when and how to use them.
E1-1	Create Essential/Desired priority needs list for Police, Fire and Public Works in equipment, training facilities and safety exercises. A broad look is required.
E-5	Produce a schedule to ensure timely update and implementation of public safety plans.
E-6	Test disaster preparedness and address deficiencies.
F3-1	Establish and implement a program to provide periodic replacement of aging/inadequate infrastructure – in all categories ranked 1.
F3-2	Define needs on interface (intersection) areas between City and TXDOT and establish effective means to work with TXDOT to meet the needs.
F3-3	Determine and implement waste collection future.
F3-4	Pedestrian bike routes need to be marked and advertised for major pedestrian population areas such as home to school, home to store, etc. All new roads need policy to evaluate required bike lanes.
F3-5	A comprehensive and state of the art information technology master plan needs to be developed and implemented for both internal and external applications.

The twenty (20) H-N priority-ranked objectives were then given to Management to develop Goals which would move an H-N ranked Objective to the H-OK ranking during the next planning horizon.

Goals Statements: City Staff crafted Goals Statements for the H-N ranked Objectives. Staff also worked to outline Barriers to goal achievement, Strategies to overcome/remove barriers, and Tasks to achieve stated Goals.

Tasks: For each Task, staff identified a time line for implementation, resources and costs for implementation, and likely funding sources to achieve Goal.

Strategic Plan 2012-2017: Finally, Council reviewed and approved the Staff identified Goals and the target schedules and funding for *H-N ranked Objectives, as comprising its Strategic Plan focus for the upcoming year, FY 2012.

In future years, this process will occur again in order to ensure that these elements are coordinated for implementation:

COUNCIL DETERMINES VISION STATEMENT AND RESULTING POLICY STATEMENTS

↓

COUNCIL OUTLINES OBJECTIVE STATEMENTS

↓

MANAGEMENT DEVELOPS GOALS AND ASSOCIATED TASKS

↓

GOAL IMPLEMENTATION PROCEEDS

What follows are the twenty (20) H-N priority-ranked Objectives and associated Goal Statements, and a detailed summary of tasks, schedules, and costs to achieve each goal.

CITY OF BELTON, TEXAS
FOUNDED 1850

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

Strategic Plan Element	Actual FY 2010	Actual FY 2011	Proposed FY 2012	Estimated FY 2013	Estimated FY 2014
A. Effective and Efficient City Government					
1 Strategic Plan updates	$ 18,041	$ 5,000	$ 5,250	$ 5,500	$ 5,750
2 Education & training for Council/staff/boards	$ 114,688	$ 148,567	$ 164,240	$ 170,000	$ 178,500
			$ 2,500	$ 3,000	$ 3,500
3 Maximizes resources, grants	$ 279,042	$ 215,415	$ 131,700	$ 468,669	$ 468,669
4 Fiscal management	$ 307,098	$ 293,528	$ 289,004	$ 303,454	$ 318,627
5 Leadership and manpower planning			$ 7,438	FCL	FCL
6 Implements & updates master plans		$ 42,562	FCL	FCL	FCL
7 Service delivery	$ 6,660	$ 32,600	$ 32,600	$ 34,230	$ 35,942
8 Critical issues & citizen concerns			FCL	FCL	FCL
9 Elected officials/staff communications		$ 7,608	$ 12,000	FCL	FCL
10 Promote Belton using variety of formats	$ 183,333	$ 160,854	$ 168,025	$ 170,000	$ 175,000
11 Open government, community involvement					
12 Strategic partnerships	$ 122,148	$ 78,379	$ 67,000	$ 67,000	$ 67,000
13 Good energy conservation					
14 Applies new & emerging technology	$ 136,938	$ 55,149	$ 66,825	FCL	FCL
B. Prudent Growth Management					
1 Comprehensive land use plan	$ 20,580		FCL	FCL	FCL
2 Mixed use development, retain character	$ 10,000	$ 10,000	$ 15,000	$ 16,000	$ 17,000
3 Annexation planning	$ 15,568		FCL	FCL	FCL
4 Technology in construction			FCL	FCL	FCL
5 Thoroughfare planning/traffic management	$ 12,800		$ 20,500	FCL	FCL
6 Tax base diversity			FCL	FCL	FCL
7 Changing demographics			FCL	FCL	FCL
8 Essential environmental goals			FCL	FCL	FCL
9 Partnerships for regional growth			FCL	FCL	FCL
10 Balance service expansion with revenues			$ 5,250	$ 5,500	$ 5,750
C. Quality of Life					
1 Government impact on quality of life			FCL	FCL	FCL
2 Attract & retain citizens			FCL	FCL	FCL
3 Attract & retain youth/young adults	$ 3,500		$ 47,762	FCL	FCL
4 Appropriate building codes	$ 237,172	$ 255,897	$ 183,718	$ 192,904	$ 202,549
5 Historic neighborhood preservation	$ 19,584	$ 52,500	$ 51,250	$ 55,000	
6 Adequate leisure services	$ 18,342	$ 37,021	$ 15,500	FCL	FCL
7 Cultural opportunities for all citizens	$ 967,189	$ 1,054,437	$ 1,039,004	$ 1,090,954	$ 1,145,502
8 Strategic partnerships for quality of life			FCL	FCL	FCL
D. Economic Development					
1 Economic development strategic plan			FCL	FCL	
2 Partnerships for economic development	$ 8,900	$ 15,200	$ 16,825	$ 17,666	$ 18,550
3 Facilitate new business investment	$ 115,218	$ 106,000	$ 86,000	FCL	FCL
4 Skilled labor force			FCL	FCL	FCL
5 Enhance training and employment			FCL	FCL	FCL
6 Evaluate ED efforts			$ 44,211	FCL	FCL
7 Future infrastructure needs	$ 1,632,402	$ 929,328	$ 150,000	FCL	FCL
8 City participation thresholds			FCL	FCL	FCL
E. Public Safety					
1 Staffing, training, equipment & facilities	$ 63,244	$ 25,000	$ 87,818	FCL	FCL
2 Public safety technology		$ 662,997	$ 57,003	FCL	FCL
3 Public safety initiatives & outreach	$ 375	$ 500	$ 500	$ 525	$ 550
4 Public safety partnerships	$ 209,218	$ 196,330	$ 183,520	$ 192,696	$ 202,331
5 Public safety master plan		$ 45,000	$ 35,000	FCL	FCL
6 Threat assessment	$ 31,331	$ 26,631	$ 31,331	$ 31,331	$ 31,331
F. Delivery of Essential Services					
1 Master plans			FCL	FCL	FCL
2 Partnerships			FCL	FCL	FCL
3 Service delivery and infrastructure	$ 3,222,868	$ 3,284,267	$ 1,929,104	$ 2,100,000	FCL
	$ 7,756,239	$ 7,740,770	$ 4,945,878	$ 4,924,430	$ 2,876,550
Strategic Plan Funding	$ 140,189	$ 170,941	$ 115,000	$ 81,000	$ 82,000
CIP-Capital Improvments Program	$ 3,411,528	$ 4,047,042	$ 2,200,343	$ 2,100,000	FCL
Imbedded in Operating Budgets	$ 4,204,522	$ 3,522,787	$ 2,630,535	$ 2,743,430	$ 2,794,550

Cost imbedded in operating budgets	Blank - No direct cost; in-house effort
CIP - Capital Improvements Program	FCL - Future Costs Likely
Strategic Plan line item	
Identified by City Council as High Priority & Needing Action	

City of Belton
Strategic Plan Summary
Elements Recommended in FY 2012

STRATEGIC PLAN GOAL		FUNDING	ITEM
A1	Strategic Plan Updates	$5,250	Strategic Plan update.
A2	Education & Training	$164,240	Dues and training budgets in all funds/departments.
A2	Education & Training	$2,500	Leadership training.
A3	Maximizes Resources	$131,700	Grants for all funds.
A4	Fiscal Management	$289,004	Finance operating budget.
A5	Manpower Planning	$7,438	Search for new Fire Chief.
A7	Service Delivery	$6,600	Online software training, customer online access.
A7	Staff Compensation	$26,000	Employee benefits consultant.
A9	Elected Officials Communicate	$12,000	Presentation equipment for Council Room.
A10	Promote Belton	$18,025	Website update and fees, GIS hosting.
A10	Promote Belton	$150,000	Funding for CVB.
A12	Strategic Partnerships	$67,000	Federal lobbyist plus local official travel.
A14	New Technology	$66,825	Technology system upgrades.
B2	Retain Belton's Character	$15,000	Design standards review.
B5	Thoroughfare Planning	$20,500	Traffic impact analysis at River Fair area.
B10	Balance Expansion & Revenue	$5,250	Water & sewer rate study update.
C3	Culture for Youth	$47,762	Nolan Creek recreation study.
C4	Appropriate Building Codes	$183,718	Inspection department operating budget.
C5	Historic Neighborhood	$51,250	Façade Improvement Grants & H/M funding
C6	Adequate Leisure Services	$15,500	Library improvements.
C7	Cultural Opportunities	$1,039,004	Library & Parks operating budgets.
D2	Partnerships for ED	$16,825	BEDC partnership dues.
D3	Facilitate Business Investment	$86,000	BEDC incentives to businesses.
D6	Evaluate ED Efforts	$44,211	Retail recruitment strategy.
D7	ED Infrastructure	$150,000	Business Park improvements.
E1	Public Safety Staffing	$25,000	Civil Service pay increases.
E1	Public Safety Staffing	$47,870	Additional Police Officer.
E1	Public Safety Staffing	$14,948	Increase Police incentive pay.
E2	Public Safety Technology	$57,003	Federal First Responder Grant - Police equipment.
E3	Public Safety Initiatives	$500	Citizens' Police Academy.
E4	Public Safety Partnerships	$183,520	Annual funding for Bell County Comm. Center.
E5	Public Safety Facilities	$35,000	Police station space needs assessment.
E6	Threat Assessment	$31,331	Emergency management grant.
F3	Service Infrastructure	$1,929,104	Bond and capital infrastructure projects.
	TOTAL	**$4,945,878**	**Total strategic plan elements funded for FY 2012**

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. A-2

Policy A	The City of Belton provides effective and efficient City Government for its citizens.
Objective A-2	Provides appropriate education and training for members of City Council, Boards, Commissions, and Staff.
Goal	Create a complete list of needed Orientation Plans and Training Plans. Identify the person with lead responsibility for completing each Plan, obtain approval, fund, and implement.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Connie Torres **Assisted By**: Departments

Barriers to Goal Achievement:

- Assembling education/training information for variety of needs
- Keeping information up to date
- Securing Manager, Council approval and funding
- Lack of awareness of training needs for staff
- Workloads/staffing issues make training difficult to schedule

Strategies to Overcome or Remove Barriers:

- Breaking down tasks into manageable elements
- Commitment by Management, Boards, Council to train for effective service delivery
- Take advantage of low/no cost training opportunities, including area/regional training
- Train the trainer, then conduct training in-house

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Recommendations secured for Orientation/Training Plans for City Council, Boards, and Commissions	2012	N/A	N/A
Recommendations secured for Orientation & Training Plans for Staff	2012	N/A	N/A
Plans identified along with staff members with lead responsibility for each plan	2012	N/A	N/A
Obtain preliminary Manager, Council approval	March 2012	N/A	N/A
Work with persons of lead responsibility to identify requirements for each plan and estimate cost/ schedule for each	June 2012	TBD	TBD
Obtain City Council approval of list and identify funding to implement	July 2012	TBD	TBD
Prepare implementation schedule and begin implementation	October 2012	TBD	TBD
Develop process to keep plans up to date and secure approval	December 2012	TBD	TBD

Notes: _____

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. A-6

Policy A	The City of Belton provides effective and efficient City Government for its citizens.
Objective A-6	Maintains, implements, and regularly updates Master Plans including technology, utility, land use, economic development, thoroughfare, library, parks, drainage, finance and annexation in order to prepare for future service delivery.
Goal	Create a complete list of existing Master Plans and required new Master Plans. Identify the person with lead responsibility, obtain approval, fund, and implement each Master Plan.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Planning Director **Assisted By**: Departments

Barriers to Achievement:

- Numerous Plans developed at different times
- Lack of integration among City plans and lack of coordination with area and regional plans
- Need funding for Plan development, update, and implementation, including staff as needed

Strategies to Overcome or Remove Barriers:

- Identify status of each plan in detail including cost estimates and proposed timing for action
- Seek Council approval on a plan by plan basis
- Identify prioritized Plan needs and proceed to implement

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Collect recommendations for all existing Master Plans to be included in the total program	March 2012	N/A	N/A
Initiate a call across Staff/Council for any new plans to be included	March 2012	N/A	N/A
Summarize for each Master Plan whether it is complete, up to date, or needs to be created, and who will be responsible for any required action	March 2012	N/A	N/A
Obtain preliminary Manager, Council approval	April 2012	N/A	N/A
Prepare a list of Master Plans, cost and staffing to meet desired plan qualifications, and schedule to complete	May 2012	TBD	TBD
Obtain City Council approval of list and identify funding to implement	June 2012	TBD	TBD
Create a central data location where all plans are available – in print and digitally – with their status identified	September 2012	TBD	TBD
Develop a schedule for review/update of Plans	September 2012	TBD	TBD

Notes:

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. A-7

Policy A	The City of Belton provides effective and efficient City Government for its citizens.
Objective A-7	Delivers municipal services with a customer oriented, well trained and properly compensated staff.
Goal	Create a plan for a customer service oriented workforce that is well trained and properly compensated.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Cristy Daniell **Assisted By**: Departments

Barriers to Achievement:

- Variety of personnel, City services, customer service needs – challenging to craft a single response to Goal
- Variety of job training needs, specific to each department – requires coordination
- Dealing with difficult, irate customers
- Limited staffing causes coverage problems when staff attends training
- Compensation Plan is much more than pay, but pay often used as principal benchmark

Strategies to Overcome or Remove Barriers:

- Provide customer service training, including strategies to handle difficult and irate customers
- Ensure that all staff receives job training on an on-going basis, so they are prepared to provide knowledgeable and excellent service
- Conduct manpower and benefit review

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Reinforce practice with department heads and supervisors to hire positive people at each level of organization	Continuously	N/A	N/A
Develop and implement customer service code	2012	TBD	GF & WS
Conduct customer service training	2012 and regularly	$1,000 (10 staff @ $100 ea)	GF & WS
Conduct regular department meetings to brainstorm, prioritize and team-build	2012and regularly	Staff time	N/A
Utilize on-line training opportunities	2012 and regularly	Nominal	GF & WS
Utilize Incode computer application training sub-scription; make all departments aware of capabilities	2012 and regularly	$3,000 annually (included in FY11 budget)	GF & WS
Review employee benefits programs annually to provide attractive and competitive benefits in order to retain existing employees and attract highly qualified candidates.	Annually	Employee Benefits Consultant $26,000	GF & WS

Notes: Relates to A-6, Develop a Policy to Address Customer Service Needs.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. A-8

Policy A	The City of Belton provides effective and efficient City Government for its citizens.
Objective A-8	Provides effective means for handling critical issues and citizen concerns.
Goal	Develop a policy and an associated process to address customer service needs.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Cristy Daniell **Assisted By**: Department Heads

Barriers to Goal Achievement:

- No unified complaint/request process; no designated "point person" to address issues
- Public unaware of complaint/request process
- Physical separation of departments/services
- Existing staffing and workload
- Lack of understanding about department functions

Strategies to Overcome or Remove Barriers:

- Identify who deals with what issues and make this more apparent internally and externally
- Use full capacity of existing Citizen Request Tracker (CRT) on City website
- Train employees about City functions and the process for citizens to address issues
- Enhance use of website to communicate policy & procedure with citizens

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Develop and implement customer service code	Spring 2012	TBD	GF & WS
Develop decision tree/chart to facilitate resolution of citizen issues	Spring 2012	Existing Staff N/A	N/A
Expand CRT to more citizen issues, not just those submitted on-line	Spring 2012	Existing Staff N/A	N/A
Train and educate employees to manage and correctly route citizen issues and requests to resolution	Regularly	Existing Staff N/A	N/A
Outline resulting customer service policy that flexibly responds to needed adjustments	Summer 2012	Existing Staff N/A	N/A
Utilize customer and citizen surveys to provide opportunities for feedback and service improvement.	Ongoing	Nominal – Use existing utility billing inserts and web based solutions.	GF & WS

Notes: Relates to A-7, Create a Plan for a Customer Service Oriented Work Force

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. A-9

Policy A	The City of Belton provides effective and efficient City Government for its citizens.
Objective A-9	Encourages elected and appointed officials and staff to communicate and cooperate in the community's best interest.
Goal	Develop and implement practices that facilitate dialogue and communication – elected/appointed; elected/staff; staff/appointed.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Sam Listi **Assisted By**: Council/Boards & Commissions

Barriers to Goal Achievement:

- Roles of parties discourage discussion – Council as policy makers, Boards as advisors, Management/Staff as implementers
- Council appoints Boards without regular communication about policy, direction, goals
- Irregular meetings of most Boards
- Volunteer Council/Boards and limited time availability

Strategies to Overcome or Remove Barriers:

- Seek improved ways to communicate, recognizing roles are distinct, formal, and separate
- Involve Department Heads in goal setting sessions with Council
- Conduct regular Department Head briefings – among Staff and with Council
- Find ways to "feed back" Council decisions to effected Boards
- Work with Member schedules

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Distribute City Manager FYI Newsletter to major Boards	Added Parks & P&ZC	N/A	N/A
Mayor/City Mgr. to interview Board members at end of service for input on enhancing communication	Begin 2012	N/A	N/A
Schedule Department Head meetings quarterly	Start January 2012	N/A	N/A
Conduct joint workshops between Council and major Boards/Commissions – P&ZC, Parks, BEDC, etc.	Semi-Annually; Start January 2012	N/A	N/A
Develop/maintain list of topics and conduct quarterly Council worksessions including Department Heads	Start January 2012	N/A	N/A
Include Department Heads in Strategic Plan Sessions with Council	Annually	N/A	N/A
Implement after action reports following Council meetings to relay decisions to appropriate Boards/ Commissions	Underway to P&ZC	N/A	N/A

Notes: Relates to Goal A-2, Orientation and Training Plans for Council, Boards, Commissions, Staff.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. B-5

Policy B	The City of Belton follows prudent growth management practices.
Objective B-5	Actively implements thoroughfare planning and traffic management.
Goal	Develop a process and schedule to address traffic problem areas and to update the Thoroughfare Plan.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Planning Director **Assisted By**: Les Hallbauer/Consulting Engineer

Barriers to Goal Achievement:

- Traffic bottlenecks need consultant analysis to determine solutions requiring time/money
- Thoroughfare Plan adopted in 2001 and update likely requires consultant assistance, including funding allocation
- Current planning activity level makes long range planning focus difficult

Strategies to Overcome or Remove Barriers:

- Identify critical traffic locations needing immediate attention through studies, Traffic Impact Analysis (TIA)
- Determine strategy for updating Thoroughfare Plan
- Assess role for consultants, staff, P&ZC, City Council, public, in plan update

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Perform TIA's for selected traffic bottlenecks	As needed	TBD	GF
Develop a schedule for involving staff, consultant, P&ZC, Council in Thoroughfare Plan update	Spring 2012	N/A	N/A
Secure consultant proposal to address traffic bottle-necks & secure Management/Council approval	Spring 2012	TBD	GF
Secure consultant proposal for Thoroughfare Plan update using new ITE (Institute of Traffic Engineers) manual as guide for walking, biking considerations	Summer 2012	TBD	GF
Begin Thoroughfare Plan Update	Fall 2012	TBD	GF

Notes: Relates to F-3-4, Plan, Coordinate and Deliver a System of Pedestrian and Bike Routes for our Citizens.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. B-10

Policy B	The City of Belton follows prudent growth management practices.
Objective B-10	Balances service and infrastructure expansion and maintenance with available revenues.
Goal	Create a plan for ongoing fiscal assessment of projects/programs, systematic infrastructure maintenance and regular Capital Improvement Programming (CIP).

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Cristy Daniell **Assisted By**: Departments

Barriers to Goal Achievement:

- Lack of funding for projects
- Disconnect between project needs and implementation
- No ongoing Capital Improvement Program (CIP)
- Lack of systematic maintenance program for infrastructure

Strategies to Overcome or Remove Barriers:

- Rely on bond issues for funding when possible
- Develop fiscal impact analysis for all projects, services and programs
- Develop policy to discourage 'leap frog" development, encouraging infill and use of existing infrastructure for most economical development
- Review all rates for services
- Develop CIP – long range and multi-year
- Assess maintenance software program for operations

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Fiscal impact component added for use in all Council agenda items	Underway	N/A	N/A
Review and update rates for all City services annually	Annually	N/A	N/A
Develop a multi-year, ongoing CIP, a schedule for implementation, funding options, and update annually	Annually	N/A	N/A
Develop a framework for systematic equipment maintenance program for each component of municipal operations, to provide realistic schedules and budgets for Council review annually	2012	N/A	N/A

Notes: Relates to D-8, Implementation of Thresholds for City Participation in Projects.
Relates to F-3-1, Maintenance of City Streets.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. C-3

Policy C	The City of Belton seeks to protect and improve our Quality of Life.
Objective C-3	Promotes a culture which attracts young adults and retains our youth.
Goal	Provide diverse, high quality parks and recreation facilities and opportunities, and communicate these to the public.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Sandy Slade **Assisted By**: Kim Kroll & Jerri Gauntt

Barriers to Achievement:

- Education of, and communication with, citizens – particularly youth, young adults
- Funding to develop and maintain new and unique facilities and programming
- Lack of resources and personnel
- Negative responses to change in operations at City level

Strategies to Overcome or Remove Barriers:

- Implement the Parks and Recreation Strategic Master Plan
- Maintain recreation guide up to date
- Utilize City's website and other means for distribution of recreational programming, special events and other activities in the City
- Develop partnerships with other entities providing recreational programming, and businesses interested in event sponsorships
- Encourage openness to operational changes at City level

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Actively keep youth and young adults involved in progress and decision-making, including UMHB students, YAC, Young Professionals	Continuously	$0	N/A
Seek sources of programming including partnerships that leverage local resources	Continuously	$0	N/A
Assess options for development of new park features, grant cycles, and apply for one grant	2012 and Continuously	City Match Varies	Grant Funding/ GF
Keep an open line of communication for future lease possibilities with Corps of Engineers for Lakeview Park and reevaluate priority	Continuously	TBD	GF
Implement Parks and Recreation Master Plan	Continuously	TBD	GF
Implement Adopt a Park Program	Continuously	Sign Cost	GF

Notes: Relates to C-6, Define Citizen Leisure Needs, Available Services, and Determine City's Roles and Responsibilities.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. C-6

Policy C	The City of Belton seeks to protect and improve our Quality of Life
Objective C-6	Provides and distributes adequate Leisure Services to address the diverse needs of our citizens.
Goal	Define citizen Leisure needs, outline available recreational services, determine City's roles and responsibilities, and implement action.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Sandy Slade **Assisted By**: Kim Kroll

Barriers to Achievement:

- Lack of awareness of what is available community-wide emphasizing need for education/communication
- Funding to develop and maintain Leisure Services for all needs
- Lack of resources and personnel
- Negative responses to change in operations at City level

Strategies to Overcome or Remove Barriers:

- Implement Parks and Recreation Strategic Master Plan and Library Master Plan
- Develop means to communicate recreation guide to the citizens and find sources of funding
- Seek partnerships to leverage local resources
- Create volunteer programs to enhance recreation services
- Inform community about available services through City website and other means

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Based on Parks Plan survey, continue to implement first year priorities while researching year two priorities	2012	TBD	GF
Complete Library wall mural, outdoor enhance-ments, and determine next priorities to implement Library Master Plan	2012	TBD	GF
Promote programming and enlist a volunteer base	Continuously	$0	N/A
Research potential sponsorship entities to grow event programming	Continuously	$0	N/A
Implement Parks and Recreation Master Plan	Continuously	TBD	GF

Notes: Relates to Item C-3, Promotes a Culture that Attracts Young Adults and Retains our Youth.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. D-4

Policy D	The City of Belton maintains an active role in Economic Development.
Objective D-4	Investigates opportunities to maintain and improve a skilled labor force, with emphasis on young talent.
Goal	Build a database of local employer/workforce capabilities and needs and develop an action agenda focused on building a pool of young talent.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Cynthia Hernandez **Assisted By**: _____

Barriers to Achievement:

- Lack of understanding of existing employer needs
- Lack of understanding of workforce skills, interests
- Lack of awareness of local recreational opportunities
- Workforce training in right place at right time
- Local government service sector offers limited interest to young entrepreneurial talent

Strategies to Overcome or Remove Barriers:

- Enhance relationships with area employers, educational institutions
- Partner with Workforce to understand area workforce skills and schedule training
- Partner with federal/state/institutions on job training
- Engage and educate Young Professionals about resource availability
- Enhance local recreational assets

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Meet with major employers/educational institutions quarterly	Continuously	Nominal	BEDC
Continue to follow up and visit with local industries on a regular basis	Continuously	Nominal	BEDC
Attend monthly Workforce meetings	Continuously	Nominal	BEDC
Continue to build relationship with state/other entities for quick response to need	Continuously	Nominal	BEDC
Continue efforts to implement Rebecca Ryan Study: Talent 2030: How Central Texas Can Retain and Attract its Workforce	Continuously	TBD	BEDC
Implement Parks and Recreation Master Plan	Continuously	TBD	GF
Schedule joint Council/BEDC Board meetings, twice a year and as needed	Continuously	N/A	N/A
Assist CGI in efforts to obtain a Workforce Development Grant for the Skills Development Fund to train employees	2012	N/A	

Notes: Relates to Item C-3, Promote a culture that attracts young adults and retains our youth.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. D-6

Policy D	The City of Belton maintains an active role in Economic Development.
Objective D-6	Regularly evaluates the effectiveness of the City's economic development efforts.
Goal	Conduct systematic and rigorous review of Belton's comprehensive economic development strategy.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Cynthia Hernandez **Assisted By**: Sam Listi

Barriers to Achievement:

- Divided responsibility among BEDC (Type A Corp), City, Chamber
- Lack of retail "champion"
- Lack of resources for aggressive economic development incentives
- Tools limited in comparison to some area cities

Strategies to Overcome or Remove Barriers:

- Work cooperatively as recommended in Economic Development Strategic Plan
- Assess need for retail champion and various funding options
- Continue to review economic development "tool box"
- Conduct joint Council/BEDC meetings to ensure on same page
- Regular conversation among economic development team members – City, BEDC, Chamber

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Continue to schedule meeting for BEDC Executive Director, City Manager, Chamber President to explore cooperative opportunities	Quarterly	N/A	N/A
Fund retail study, finalize and implement	Underway	$60,000	GF
Survey economic development resources available to each entity and adjust Belton's tool kit as needed for competitiveness in Region	Annually	N/A	N/A
Schedule joint City Council/BEDC Board meetings twice a year and as needed	Biannually	N/A	N/A
Implement Retail Study	2012	N/A	N/A

Notes: _____

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. D-8

Policy D	The City of Belton maintains an active role in Economic Development.
Objective D-8	Develops and implements quantifiable thresholds for City participation in private development projects.
Goal	Adopt a formula for City participation in private development projects.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Sam Listi **Assisted By**: Les Hallbauer/Consulting Engineer

Barriers to Achievement:

- No ordinance exists that adequately identifies parameters for public/private participation
- The lack of a combined Comprehensive Infrastructure Plan (CHIP)
- Existing budgets limit/reduce ability to participate in a large number of projects

Strategies to Overcome or Remove Barriers:

- Set parameters for public/private participation in private development projects
- Prepare a combined Comprehensive Infrastructure Plan (CHIP)
- Develop multi-year budget for public/private participation in development projects

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Prepare a comprehensive infrastructure plan (CHIP) and update annually	2012	$10,000	WS
Develop estimates of costs for infrastructure projects	2012	$3,000	WS
Develop budgets (dollars and schedules) for infra-structure projects	2012	$3,000	WS
Design formula for participation in private projects including parameters, timing and instructions for use	2012	$7,500	WS

Notes:
All Barriers are Removable; All Strategies are Attainable; All Tasks are Reasonable; All Timelines can be Compressed – if so directed.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. E-1

Policy E	The City of Belton maintains an effective level of readiness to anticipate and respond to diverse public safety needs.
Objective E-1	Analyzes staffing, equipment, training and facilities on an annual basis to address deficiencies.
Goal	Conduct annual assessments of Police and Fire staffing, equipment, training and facility needs, and coordinate with Public Works.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Chief Ellis/Chief Pritchard **Assisted By**: Les Hallbauer

Barriers to Achievement:

- Limited budget funds for capital expenses
- Remaining competitive with other cities for recruitment and retention of personnel
- Fast-paced environment of ever-changing technological advances
- Perception that Belton is small town without major public safety challenges

Strategies to Overcome or Remove Barriers:

- Research trends in public safety for local application
- Educate the public about public safety challenges
- Coordinate public safety and public works response, as well as outside agencies

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Assess coordination among Police, Fire, Public Works Departments and outside agencies	Continuously	N/A	N/A
Implement Fire Department Strategic Plan	2012	TBD	GF
Conduct staffing survey of similarly sized public safety agencies in Texas, to include salaries, and formulate a plan to address any staffing deficiencies identified	Completed PD Study with 1 FTE Hired March 2011	$50,000/yr	GF
Use established internal committees in the Police and Fire Departments to review existing equipment to determine capabilities and develop replacement and equipment enhancement plans	Annually	Minimal	GF
Assess police and fire training records to insure all state mandated minimum requirements are met and develop a plan to address training deficiencies	Completed April 2011 Annually	Minimal	GF
Conduct Police Department space needs assessment	Underway 2012	$35,000	GF
Finalize FY '10 use of $700,000 in federal funds	FY 2011-2013	Minimal	Federal Appropriations

Notes: Relates to Item 2-A, Provides Appropriate Education and Training for Members of City Council, Commissions, and Staff. Relates to Item E-5, Implements/Updates Public Safety Master Plans.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. E-5

Policy E	The City of Belton maintains an effective level of readiness to anticipate and respond to diverse public safety needs.
Objective E-5	Implements/updates public safety Master Plans.
Goal	Continue implementation of Police Department Strategic Plan and Fire Department Strategic Plan.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Chief Ellis/Chief Pritchard **Assisted By**: Les Hallbauer

Barriers to Achievement:

- Availability of funds to support some ICMA plan objectives
- Availability of time/manpower to meet some ICMA plan objectives while still meeting service demands
- Civil service rules and requirements

Strategies to Overcome or Remove Barriers:

- City funds/grants/earmarks for plan implementation
- Enhance department leadership and staff training
- Address civil service rules and requirements as needed

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Conduct police department building space needs assessment	Underway 2012	$35,000	TBD
Update Police Strategic Plan	2012	Nominal	N/A
Implement Fire Department Strategic Plan	2012/2013	TBD	GF

Notes: Relates to E-6, Train and Plan for Emergency Conditions Affecting Municipal Operations.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. E-6

Policy E	The City of Belton maintains an effective level of readiness to anticipate and respond to diverse public safety needs.
Objective E-6	Conducts regular threat assessments to measure disaster preparedness.
Goal	Train and plan for emergency conditions affecting municipal operations.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Chief Ellis/Chief Pritchard **Assisted By**: Les Hallbauer

Barriers to Achievement:

- Time constraints to plan/schedule exercises and schedule staff personnel
- Funds to support training exercises
- Staff and community compliancy, yet need for training
- Council availability

Strategies to Overcome or Remove Barriers:

- Commitment to dedicate time for preparedness exercises
- Commitment to dedicate resources
- Commitment of key staff/Council to secure state funded training

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Commit Management Team, Department Heads, and Council to minimum of 12 hours training, including emergency exercise	Annually	N/A	N/A
Conduct city-wide threat assessment for departments – Police, Fire, Public Works, others	Annually	N/A	N/A
Senior Leadership Team to participate in training	Annually	Nominal (meals only)	GF

Notes:

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. F-3-1

Policy F	The City of Belton provides quality delivery of essential services.
Objective F-3-1	The City of Belton provides: Dependable and cost effective wastewater infrastructure and service.
Goal	Plan, coordinate, and deliver a municipal wastewater collection system with expansion opportunities.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Les Hallbauer **Assisted By**: Byron Sinclair

Barriers to Achievement:

- TBRSS plant capacity
- Aging wastewater system and line locations
- System bottlenecks need attention
- Future growth needs west and south without sewer collection system
- Lack of adequate land for plant expansion; new plant; TCEQ permitting standards

Strategies to Overcome or Remove Barriers:

- Expand TBRSS plant with Temple
- Budget - set aside dollars for replacement of aging wastewater lines
- Grants, CO Bonds, & TIRZ; developer contribution; possible Salado participation; federal appropriations
- Continue planning for future Lampasas River Wastewater Plant

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Expand TBRSS Plant with Temple	2012-2013 2013-2015	$400,000 TBD	Utility Fund Balance Utility Bonds
Identify aging sewer facilities – mains, manholes, and lift stations – and develop replacement schedule	Preliminary Report Spring 2012	Unknown	Utility Bonds
Adopt Fats, Oils and Grease (FOG) Ordinance	Summer 2012	$0	N/A
Purchase land and obtain permit for Lampasas River Wastewater Site	2012/2013	Unknown	Utility Bonds
Implement and enforce FOG Ordinance	Summer 2013	$25,000	Sewer Revenue

Notes: Relates to Item D-8 and development of a Comprehensive Infrastructure Plan (CHIP).

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. F-3-2

Policy F	The City of Belton provides quality delivery of essential services.
Objective F-3-2	The City of Belton provides: Ongoing maintenance of City streets and planning for future growth.
Goal	Establish and implement program to maintain existing streets and expand transportation system.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Les Hallbauer **Assisted By**: Byron Sinclair

Barriers to Achievement:

- Lack of available resources to fund projects
- Lack of right-of-way
- Identification of street maintenance priorities

Strategies to Overcome or Remove Barriers:

- TIRZ funds, General Fund Revenue, Drainage Funds, Bond Funds, Developer Contribution, TxDOT Funds
- Establish a street rating process
- Plan for future streets to relieve pressure on existing streets
- Acquisition of right-of-way by donation, purchase, or condemnation

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Develop and implement a street preventive maintenance (PM) program for existing streets	June 2012	$3,000	GF
Upgrade and replace inadequate existing streets	As needed	Varies	GO Bonds
Utilize TxDOT funds to replace Toll Bridge Road Bridge	2013/2014	$200,000 Match: (Connell drainage)	TIRZ
Prioritize street needs and obtain Council approval to fund future street needs following Thoroughfare Plan Update	2013	Varies	Combination of Funds
Seek grant funds for the 9th Avenue Extension/ Overpass over Nolan Creek	2013-2015	$3.225M balance	Federal Grant/ local funds

Notes: Relates to Item B-5, Actively Implements Thoroughfare Planning and Traffic Management. Relates to Item D-8 and development of a Comprehensive Infrastructure Plan (CHIP).

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. F-3-3

Policy F	The City of Belton provides quality delivery of essential services.
Objective F-3-3	The City of Belton provides: Solid Waste Collection services.
Goal	Provide efficient, cost effective and conservation-minded residential solid waste collection for Belton citizens.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Cristy Daniell **Assisted By**: Les Hallbauer

Barriers to Goal Achievement:

- Contracted service presents challenges for customers to understand and staff to manage
- Dissatisfaction with some recent aspects of service level, especially brush
- Lack of current recycling opportunities
- Unsightly trash cans, bags, dumpsters and refuse

Strategies to Overcome or Remove Barriers:

- Enhanced privatized residential solid waste collection service through new contract
- Enhanced privatized solid waste collection with 2010 City assumption of brush collection
- Educated citizens on revised collection standards
- Consider solid waste alternatives, such as automated collection totes and recycling opportunities for City customers

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Negotiated new contract for residential solid waste collection	2011-2013	N/A	Solid Waste Fees
Consider direct city provision of solid waste services at end of current Waste Management contract	2013-2014	TBD	Solid Waste Fees
Provide regular service information to customers through bill message inserts, website	Continuously	Nominal	Solid Waste Fees
Include opportunities for alternate services such as recycling, automated collection, and household hazardous waste	Recycling Pilot conducted in 2011	Nominal	Solid Waste Fees
Develop report and recommendations to Council on recycling pilot project	2012	Staff time and TISO	Solid Waste Fees

Notes:

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. F-3-4

Policy F	The City of Belton provides quality delivery of essential services.
Objective F-3-4	The City of Belton provides: Pedestrian and Bike Routes.
Goal	Plan, coordinate, and deliver a system of pedestrian and bike routes for our citizens.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Planning Director **Assisted By**: Les Hallbauer/Consultant Services

Barriers to Goal Achievement:

- Pedestrian/bike trails add cost to projects
- Road widening may present ROW challenges, costs
- Construction and long term maintenance costs
- Developers tend to save creek/river edge for lot owners instead of public – once included in lots, typically lost from public domain

Strategies to Overcome or Remove Barriers:

- Awareness of opportunities to plan bike/trail extensions
- Update subdivision regulations/design standards
- Plan for total project costs
- Educate public about importance of open space

Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Evaluate each public works project – street widening, new street, stormwater line, utility easement, etc. – for trail/bike lanes – and use new ITE (Institute of Traffic Engineers) Manual as guide for walking, biking considerations	Continuously	TBD	TBD
Coordinate City projects, development review and UMHB plans to ensure Belton connectedness for pedestrians/bikers	Continuously	TBD	TBD
Mark bike/pedestrian routes systematically throughout community	Begin in 2013; add some routes each year	TBD	TBD
Develop Phase 2 of Nolan Creek Hike/Bike Trail	FY 2012-2013	$2M grant $450,000 local match	GF

Notes: Relates to C-3, Provide Diverse High Quality Parks and Recreation Facilities and Opportunities, and Communicate to Public.

CITY OF BELTON STRATEGIC PLAN HIGH PRIORITIES
GOAL ACHIEVEMENT PLAN
No. F-3-5

Policy F	The City of Belton provides quality delivery of essential services.
Objective F-3-5	The City of Belton provides: Comprehensive and state of the art information technology services.
Goal	Develop and implement an information technology master plan.

Year Identified/Revised: 2012 **Priority:** High _X_ Med ___ Low ___

Team Leader/Coordinator: Denny Lassetter **Assisted By**: Cristy Daniell

Barriers to Goal Achievement:

- Complexity of technology environment and high relative cost for solutions
- Limited resources for capital items and equipment maintenance
- Limited time for implementation of training, new applications, maintenance of department equipment
- Limited personnel may slow responsiveness, ability to modernize

Strategies to Overcome or Remove Barriers:

- Analyze available applications and technology solutions
- Quantify and prioritize needs in conjunction with master plan development
- Choose strategies that maximize initial investment
- Train IT staff on chosen strategies and extend to departments
- Centralize management and support of systems for internal and external needs
- Secure department participation in content/management of department sites

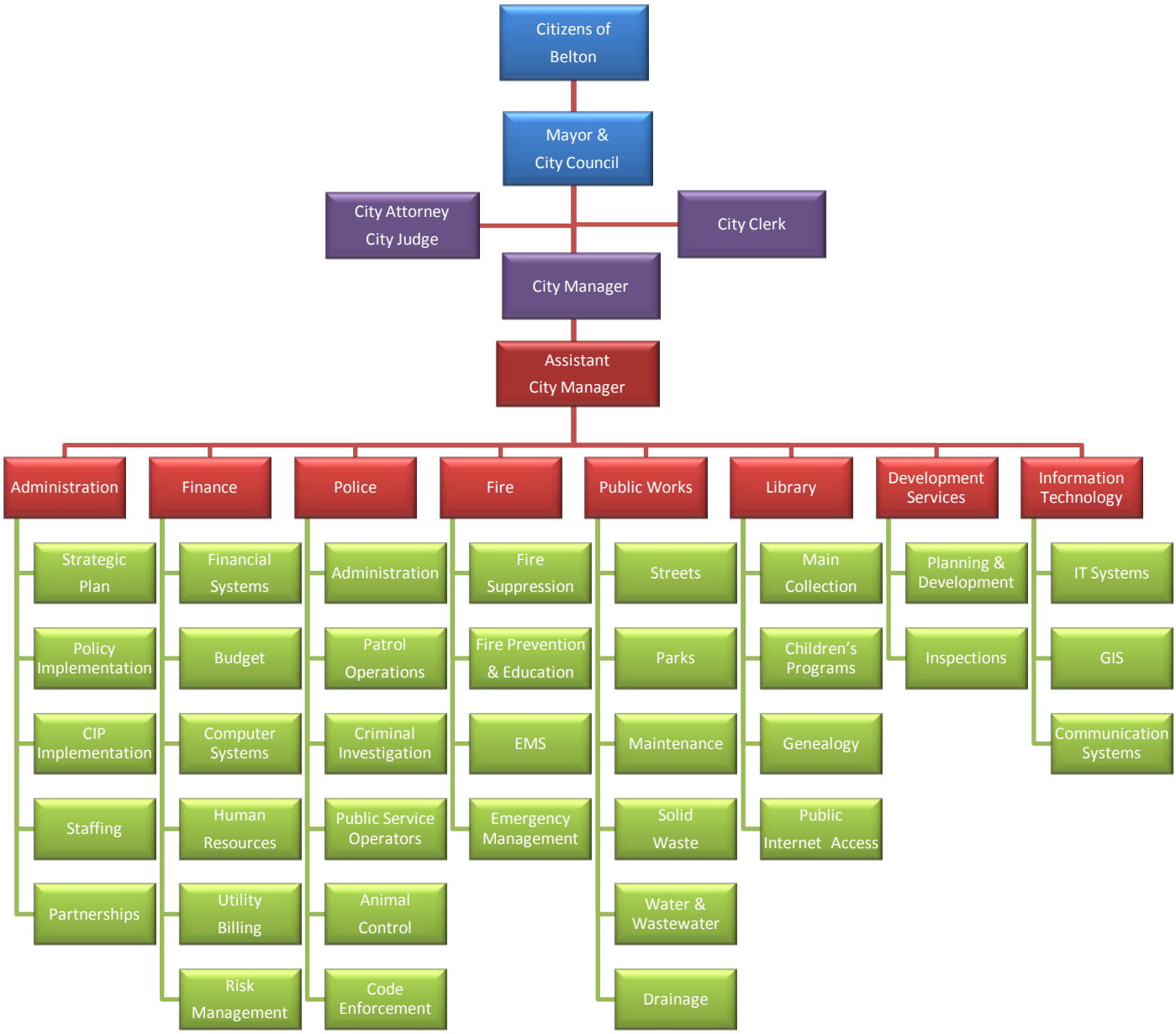
Tasks to Achieve Goal	Timeline/ Implementation	Cost	Funding Source
Develop Technology Plan	2012	TBD	All Funds
Develop policies, procedures, standards for IT and provisioning	2012	N/A	N/A
Enhance website as resource for staff, citizens	Continuously	TBD	All Funds
Improve IT communication resources – Council Chamber presentations; telephone; wireless; fiber	FY 2012-2013	TBD	All Funds

Notes:

CITY OF BELTON, TEXAS
FOUNDED 1850

City of Belton

Functional Structure



CITY OF BELTON

- Paid Personnel -
In Full Time Equivalents

Department	FY 2010		FY 2011		FY 2012	
Administration	4		4		4	
Finance	8		7	(g)	7	
Legal	2		2		2	
Police	38	(a)	38		39	(j)
Fire	33	(b)	33		33	
Information Technology Systems	0		2	(g,h,)	3	(k)
Streets	9	(c)	9		9	
Parks & Recreation	11		12	(i)	12	
Development Services	6		6		5	(k)
Library	5		5		5	
Solid Waste	1	(d)	1		1	
Maintenance	7		7		7	
Utility Administration	9	(e)	9		9	
Water	7		7		7	
Sewer	5		5		5	
Economic Development	3		3		3	
Drainage	2	(f)	2		2	
Total	**150**		**152**		**153**	

(a) Addition of one School Resource Officer
(b) Addition of six Firefighters funded by SAFER Grant
(c) Addition of one Heavy Equipment Operator
(d) Addition of one Maintenance Worker I
(e) Addition of one Construction Inspector
(f) Addition of one Senior Maintenance Worker
(g) Transfer of IT Specialist to Information Technology Systems department
(h) Addition of one IT Director
(i) Addition of one Recreation Coordinator
(j) Addition of one Police Officer
(k) Transfer of GIS Technician to IT Systems department

ELECTED OFFICIALS

CITY COUNCIL

Two-Year Terms

NAME	TERM EXPIRES
Jim Covington, Mayor	May 12, 2012
Marion Grayson, Mayor Pro Tem	May 12, 2012
John Agan	May 12, 2012
Wayne Carpenter	May 11, 2013
David K. Leigh	May 11, 2013
Craig Pearson	May 11, 2013
Clifton Peters	May 11, 2013

Belton City Council 2011-2012

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

APPOINTED OFFICIALS

CITY STAFF

POSITION	NAME	DATE APPOINTED
City Manager	Sam Listi	March 12, 2001
Asst. City Manager/Finance Director	Cristy Daniell	February 17, 1992
City Attorney	John Messer	September 1, 1978
City Clerk	Connie Torres	September 9, 1991
Director of Public Works	Les Hallbauer	May 1, 2002
Economic Development Exec. Director	Cynthia Hernandez	September 27, 2011
Interim Fire Chief	Bruce Pritchard	February 1, 2011
Human Resources Director	Charlotte Walker	October 1, 2010
IT Director	Denny Lassetter	November 15, 2010
Library Director	Kim Kroll	October 2, 2000
Planning Director	Vacant	----------
Police Chief	Gene Ellis	April 20, 2009
Recreation/Events Director	Sandy Slade	October 1, 2010

BELL COUNTY HEALTH DISTRICT BOARD

Three-Year Terms

NAME	TERM EXPIRES
JoAn Dillard	October 16, 2013
Clifton Peters, Alternate	October 16, 2013

BELL COUNTY TAX APPRAISAL DISTRICT

Two-Year Terms

NAME	TERM EXPIRES
Carl Bozon	January 1, 2014

BELTON ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

Three-Year Terms

Created by Resolution No. 030591-1

NAME	TERM EXPIRES
Griff Lord	November 30, 2014
Joe Shepperd	November 30, 2012
Chris Moore	November 30, 2014
Steve Jones	November 30, 2013
Robert Dominguez, Jr.	November 30, 2013

CENTRAL TEXAS HOUSING CONSORTIUM BOARD

Two-Year Terms

NAME	TERM EXPIRES
Griff Lord	January 28, 2013
Susan Kincannon	January 28, 2013

ELECTRICAL BOARD

Two-Year Terms
Created by Ordinance No. 72881-2

NAME	TERM EXPIRES
Glen Baird	October 23, 2013
Willie Leos (Oncor Rep)	October 23, 2013
Jamie Sanderford	October 23, 2012
V. W. (Bill) Barge	October 23, 2012
Roy Harmon, Fire Chief	Virtue of Position

ETHICS COMMISSION

One-Year Terms
Created by Ordinance No. 2005-47

NAME	TERM EXPIRES
John Holmes	May 12, 2012
Brett Turner	May 12, 2012
Mark Fitzwater	May 12, 2012
Robert Jones	May 12, 2012
Chris Moore	May 12, 2012
Larry Pointer	May 12, 2012
Dennis Turk	May 12, 2012

HERITAGE PRESERVATION BOARD

Three-Year Terms
Created by Ordinance No. 2009-30

NAME	TERM EXPIRES
Jack Folsom	September 8, 2012
Larry Guess	September 8, 2014
Michael Kelsey	September 8, 2012
Berneta Peeples	September 8, 2014
Rae Schmuck	September 8, 2012
Beverly Zendt, Alt. P&ZC Member	Virtue of position
Sam Listi, Heritage Preservation Officer	Virtue of position

HOUSING BOARD OF ADJUSTMENTS & APPEALS

Four-Year Terms
Created by Ordinance No. 72881-2

NAME	TERM EXPIRES
Jack Meredith	August 11, 2015
Kevin Canfield	August 11, 2015
James Neeley	August 11, 2012
Bill West	August 11, 2014
Woody Durbin	August 11, 2012

LAY REPRESENTATIVES TO CENTRAL TEXAS LIBRARY SYSTEM

Two-Year Terms

NAME	TERM EXPIRES
Kim Kroll	September 1, 2013
Mary Ann Clark, Alternate	September 1, 2013

LIBRARY BOARD OF DIRECTORS

Three-Year Terms

Created by Ordinance February 28, 1933

NAME	TERM EXPIRES
Connie Swinden	November 30, 2013
Mary Duke	November 30, 2011
Denzel Holmes	November 30, 2012
Nancy Kelsey	November 30, 2013
Karen Clemons	November 30, 2011

MUNICIPAL JUDGE & ASSOCIATE JUDGE

One-Year Term

NAME	TERM EXPIRES
Steve Lee	October 1, 2012
Ted Duffield, Associate	October 1, 2012

PARKS BOARD

Two-Year Terms

Created by Ordinance No. 51083-3

NAME	TERM EXPIRES
Diane Ring	June 20, 2013
Tyson McLaughlin	June 20, 2013
Jim Deeken	June 20, 2012
Mike Ratliff	June 20, 2013
Joe Brooks	June 13, 2012
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

NAME	TERM EXPIRES
Mike Miller	May 28, 2012
Larry Guess	June 13, 2013
Jason Morgan	June 13, 2013
Dan Kirkley	May 28, 2012
Jeff Pustka	May 28, 2012
Bry Ewan	June 13, 2013
Frank Minosky	May 28, 2012
Guy O'Banion	May 28, 2012
Beverly Zendt	June 13, 2013

POLICE & FIRE CIVIL SERVICE COMMISSION

Three-Year Terms
Ordinance No. 96-27

NAME	TERM EXPIRES
Jerry Samu	September 24, 2012
Ron Brown	September 24, 2014
Vickie Moose	September 24, 2013

PUBLIC PROPERTY FINANCE CORPORATION BOARD OF DIRECTORS

Six-Year Terms
Created by Ordinance No. 51987-1

NAME	TERM EXPIRES
Bill Holmes	August 12, 2017
Joe Pirtle	August 12, 2017
JoAn Dillard	August 12, 2017

TAX INCREMENT REINVESTMENT ZONE BOARD

Two-Year Terms
Created by Ordinance No. 2004-64

NAME	TERM EXPIRES
David K. Leigh	December 13, 2012
Clifton Peters	December 13, 2012
Blair Williams	December 13, 2012
Jon Burrows	December 13, 2012
Richard Cortese	December 13, 2012
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

NAME	TERM EXPIRES
Bill Holmes	April 26, 2012
Dan Kirkley	April 26, 2012
Bry Ewan	April 26, 2012
Joe Pirtle	April 26, 2012
Chuck Douglas	April 26, 2012
Andy Davis	April 26, 2012
Dr. Andy Crowson	April 26, 2012

YOUTH ADVISORY COMMISSION

One-Year Terms
Created by Ordinance No. 2007-20

NAME	TERM EXPIRES
Kendra Emerson	September 1, 2012
Lauren Hutchins	September 1, 2012
Grace Hutchinson	September 1, 2012
Emily Street	September 1, 2012
Samantha Waggoner	September 1, 2012
Roxanne Reichl	September 1, 2012
Bethany House	September 1, 2012
Bharath Lavendra	September 1, 2012
Hadley Young	September 1, 2012

ZONING BOARD OF ADJUSTMENTS

Two-Year Terms
Created by City Council April 1971

NAME	TERM EXPIRES
Joel Berryman	June 25, 2012
Dennis Holle	August 22, 2013
Rae Schmuck	August 22, 2013
Roger Peacock	August 22, 2013
Matthew Kirkley	August 22, 2013
Matt Wood, Alternate	August 22, 2013
Ben Pamplin, Alternate	June 25, 2012

CITY OF BELTON
Annual Budget
FY 2012

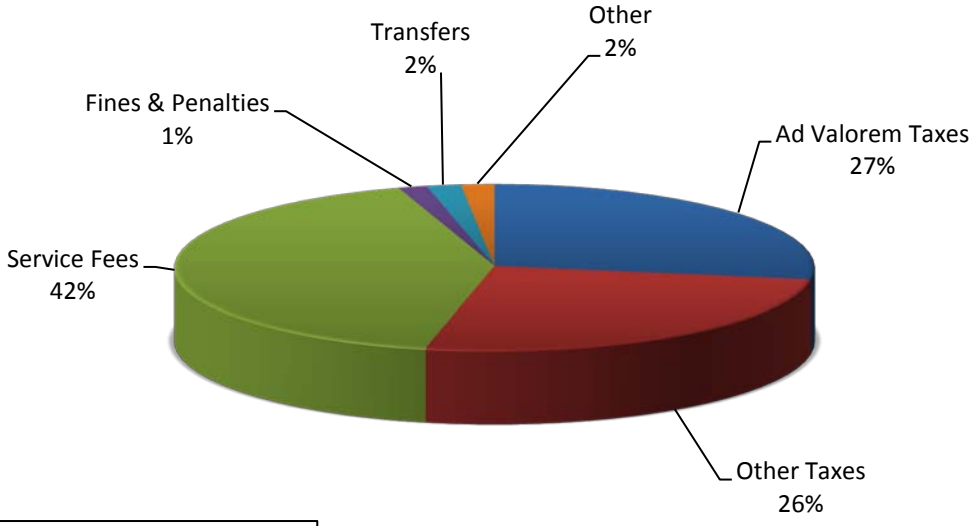
- Summary of Sources and Uses -
All Funds

	General Fund	Water & Sewer Fund	Economic Development	Drainage Fund	Hotel/Motel Fund	Debt Service Fund	TIRZ Fund	Totals
Projected Fund/Cash Balance October 1, 2011	**$ 3,742,046**	**$ 3,743,961**	**$ 2,191,791**	**$ 215,431**	**$ 247,746**	**$ 281,757**	**$ 85,238**	**$ 10,507,970**
Sources								
Ad Valorem Taxes	$ 3,639,612	$ -	$ -	$ -	$ -	$ 863,996	$ 658,865	$ 5,162,473
Other Taxes	$ 3,483,500	$ -	$ 1,199,500	$ -	$ 151,000	$ -	$ -	$ 4,834,000
Service Fees	$ 2,360,278	$ 5,001,500	$ 77,814	$ 351,600	$ -	$ -	$ -	$ 7,791,192
Fines & Penalties	$ 273,030	$ -	$ -	$ -	$ -	$ -	$ -	$ 273,030
Transfers	$ 328,844	$ -	$ -	$ -	$ -	$ -	$ -	$ 328,844
Other	$ 309,490	$ 5,000	$ 2,716	$ 500	$ 250	$ 750	$ 200	$ 318,906
Total Sources	**$ 10,394,754**	**$ 5,006,500**	**$ 1,280,030**	**$ 352,100**	**$ 151,250**	**$ 864,746**	**$ 659,065**	**$ 18,708,445**
Total Available Funds	**$ 14,136,800**	**$ 8,750,461**	**$ 3,471,821**	**$ 567,531**	**$ 398,996**	**$ 1,146,503**	**$ 744,303**	**$ 29,216,415**
Uses								
Maintenance & Operations	$ 9,950,225	$ 3,868,097	$ 499,636	$ 185,913	$ 151,250	$ -	$ 50,000	$ 14,705,121
Capital Outlay	$ -	$ 145,000	$ 150,000	$ 50,000	$ -	$ -	$ -	$ 345,000
Contingency	$ 100,000	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ 125,000
Debt Service	$ 86,785	$ 736,782	$ 155,030	$ 25,190	$ -	$ 799,350	$ 156,048	$ 1,959,185
Strategic Plan	$ 87,125	$ 27,875	$ -	$ -	$ -	$ -	$ -	$ 115,000
Contributions	$ 103,758	$ -	$ -	$ -	$ -	$ -	$ -	$ 103,758
Transfers	$ 191,000	$ 478,844	$ -	$ -	$ -	$ -	$ 435,000	$ 1,104,844
Total Uses	**$ 10,518,893**	**$ 5,281,598**	**$ 804,666**	**$ 261,103**	**$ 151,250**	**$ 799,350**	**$ 641,048**	**$ 18,457,908**
Projected Fund/Cash Balances September 30, 2012	**$ 3,617,907**	**$ 3,468,863**	**$ 2,667,155**	**$ 306,428**	**$ 247,746**	**$ 347,153**	**$ 103,255**	**$ 10,758,507**

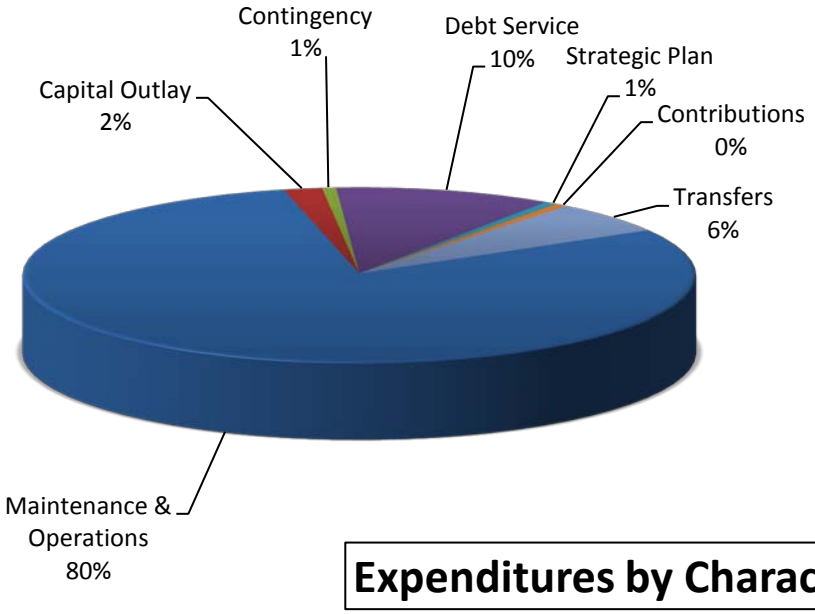
Projected declines in fund and cash balances are an intended result. Instances of expenditures exceeding revenues are the result of major capital projects and non-recurring items, and are not a result of operating expenditures exceeding available revenues.

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 2012



Revenues by Source



Expenditures by Character

CITY OF BELTON
Annual Budget
FY 2012

- Budget Summary -

Revenues	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
General Fund	$ 10,023,668	$ 10,192,435	$ 10,320,154	$ 10,394,754
Water & Sewer Fund	$ 4,968,300	$ 5,190,145	$ 5,341,701	$ 5,006,500
Development Corporation	$ 1,184,538	$ 1,185,325	$ 1,252,488	$ 1,280,030
Drainage Fund	$ 343,612	$ 365,054	$ 365,700	$ 352,100
Hotel/Motel Fund	$ 151,629	$ 155,400	$ 151,179	$ 151,250
Debt Service Fund	$ 847,695	$ 856,336	$ 855,233	$ 864,746
TIRZ Fund	$ 520,118	$ 548,022	$ 557,450	$ 659,065
Total Revenues	**$ 18,039,560**	**$ 18,492,717**	**$ 18,843,905**	**$ 18,708,445**

Expenditures	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
General Fund	$ 9,518,607	$ 11,142,002	$ 10,980,899	$ 10,518,893
Water & Sewer Fund	$ 4,555,962	$ 5,182,650	$ 4,994,277	$ 5,281,598
Development Corporation	$ 2,313,894	$ 2,184,512	$ 1,628,844	$ 804,666
Drainage Fund	$ 530,539	$ 364,727	$ 352,449	$ 261,103
Hotel/Motel Fund	$ 178,034	$ 154,800	$ 154,800	$ 151,250
Debt Service Fund	$ 820,865	$ 799,796	$ 797,615	$ 799,350
TIRZ Fund	$ 514,838	$ 539,472	$ 536,874	$ 641,048
Total Expenditures	**$ 18,432,739**	**$ 20,367,959**	**$ 19,445,758**	**$ 18,457,908**

CITY OF BELTON
Annual Budget
FY 2012

- Department Summary -

	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
General Fund				
City Council	$ 88,632	$ 84,514	$ 80,587	$ 76,371
Administration	$ 264,182	$ 278,728	$ 269,166	$ 269,334
Finance	$ 387,452	$ 417,900	$ 405,577	$ 401,056
Legal	$ 158,694	$ 160,917	$ 155,028	$ 162,597
Police	$ 2,569,120	$ 2,647,655	$ 2,657,968	$ 2,851,692
Fire	$ 2,217,200	$ 2,355,573	$ 2,300,912	$ 2,388,202
Information Tech. Systems	$ -	$ 116,865	$ 110,472	$ 159,023
Streets	$ 913,410	$ 907,919	$ 928,000	$ 951,163
Parks & Recreation	$ 718,500	$ 904,498	$ 793,210	$ 776,050
Planning	$ 390,324	$ 426,964	$ 389,682	$ 312,151
Library	$ 248,689	$ 267,237	$ 261,227	$ 262,954
Other Costs	$ 370,425	$ 1,232,910	$ 1,302,902	$ 586,267
Solid Waste	$ 890,239	$ 1,001,322	$ 992,344	$ 988,104
Maintenance	$ 301,740	$ 339,000	$ 333,824	$ 333,929
General Fund Total	**$ 9,518,607**	**$ 11,142,002**	**$ 10,980,899**	**$ 10,518,893**
Water & Sewer Fund				
Utility Administration	$ 833,311	$ 877,039	$ 878,407	$ 925,319
Water	$ 1,853,045	$ 2,296,612	$ 2,090,344	$ 2,117,509
Sewer	$ 1,073,316	$ 1,196,861	$ 1,215,250	$ 1,419,113
Other Costs	$ 796,290	$ 812,138	$ 810,276	$ 819,657
Water & Sewer Fund	**$ 4,555,962**	**$ 5,182,650**	**$ 4,994,277**	**$ 5,281,598**
Economic Develop Fund	**$ 2,313,894**	**$ 2,184,512**	**$ 1,628,844**	**$ 804,666**
Drainage Fund	**$ 530,539**	**$ 364,727**	**$ 352,449**	**$ 261,103**
Hotel/Motel Fund	**$ 178,034**	**$ 154,800**	**$ 154,800**	**$ 151,250**
Debt Service Fund	**$ 820,865**	**$ 799,796**	**$ 797,615**	**$ 799,350**
TIRZ Fund	**$ 514,838**	**$ 539,472**	**$ 536,874**	**$ 641,048**
Total All Funds	**$ 18,432,739**	**$ 20,367,959**	**$ 19,445,758**	**$ 18,457,908**

City of Belton
Fund Balance Projection
FY 2012

- General Fund -

Projected Beginning Fund Balance				**$ 3,742,046**
Budgeted Revenues and Transfers In		$ 10,394,754		
Budgeted Expenditures				
Personnel	$ 7,049,993			
Supplies	$ 454,785			
Repairs & Maintenance	$ 402,674			
Services	$ 2,042,773			
Debt Service	$ 86,785			
Contingency	$ 100,000			
Total Operating & Debt Expenditures		$ (10,137,010)		
Revenues in Excess of O&M & Debt Expenditures		$ 257,744		
Transfers		$ (191,000)		
Contributions		$ (103,758)		
Strategic Plan Elements		$ (87,125)		
Net Impact of Budget on Fund Balance				$ (124,139)
Projected Ending Fund Balance			(b)	**$ 3,617,907**
Minimum Fund Balance (3 months O&M Budget)			(a)	$ (2,534,253)
Projected Fund Balance in Excess of Minimum				**$ 1,083,654**

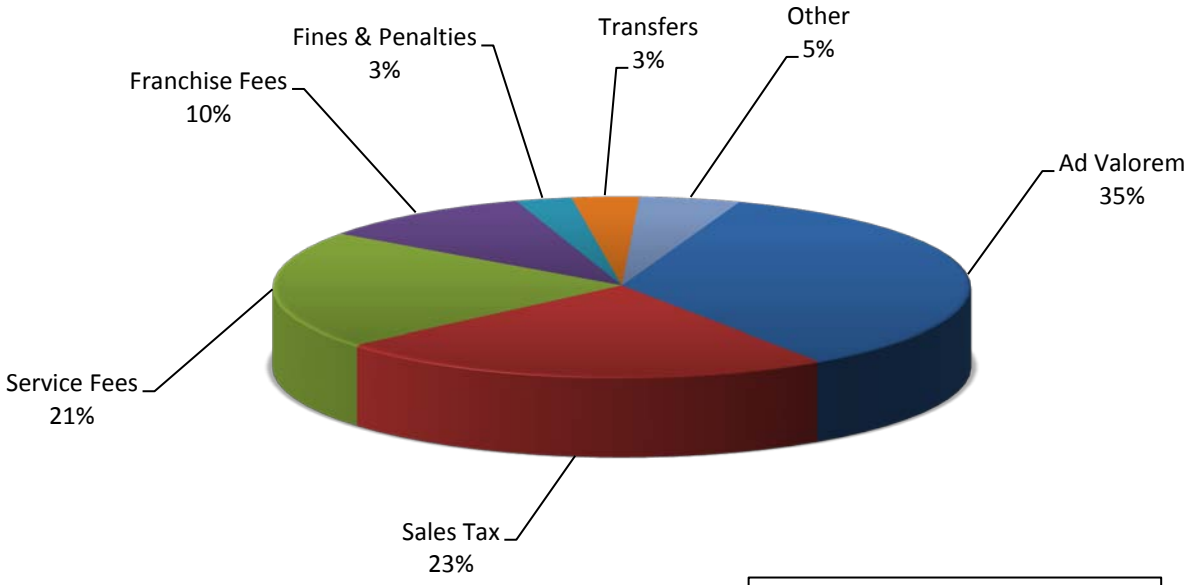
(a) City policy requires a minimum unreserved cash fund balance equal to at least three months of operating expenditures. For the proposed FY 2012 budget, the minimum fund balance is $2,534,253. The projected fund balance at the end of FY 2012 is 4.28 months of operating expenditures.

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

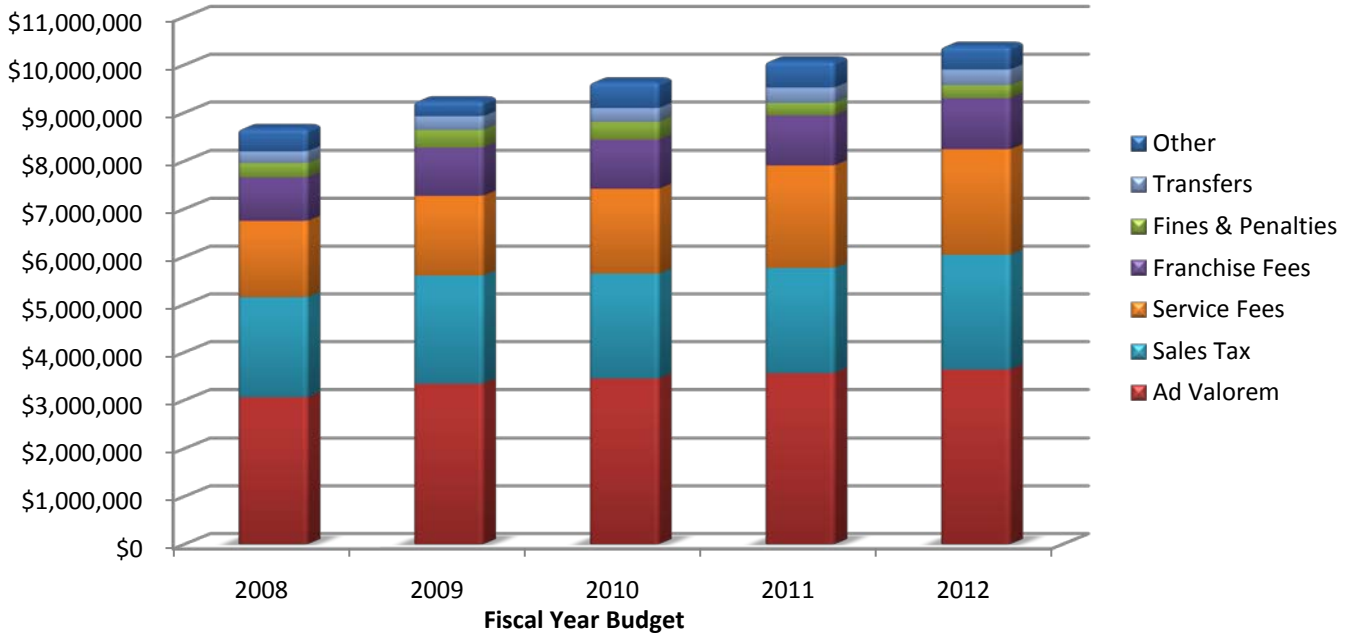
General Fund

- Revenues -

FY 2012

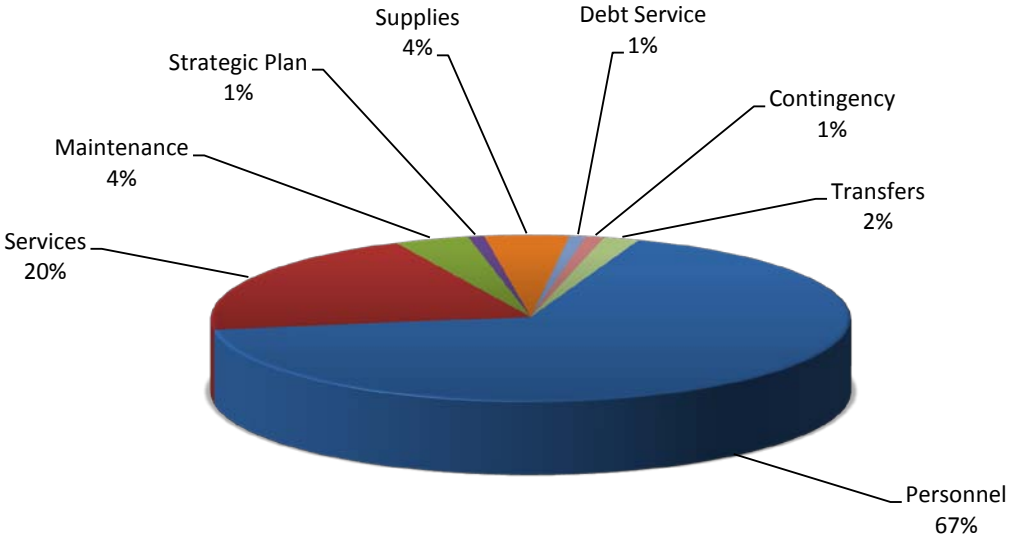


Revenues by Source
FY 2012 Budget

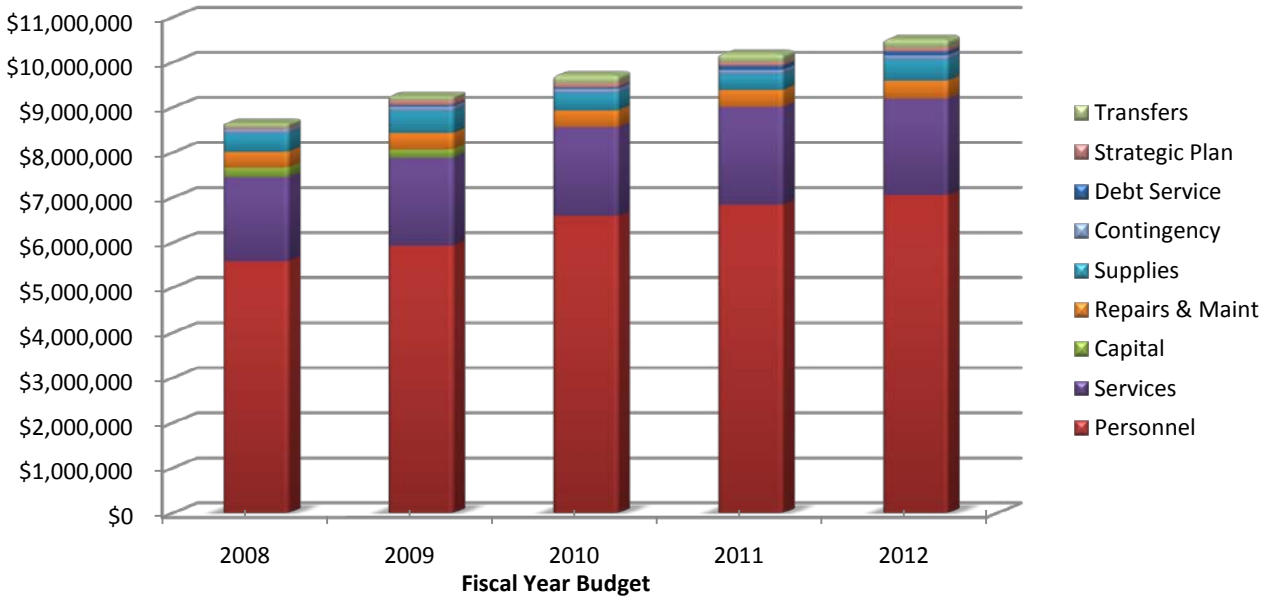


Revenues by Source
Last Five Budgets

General Fund
- Expenditures -
FY 2012



Expenditures by Character
FY 2012 Budget



Expenditures by Character
Last Five Budgets

General Fund Revenues

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-3-1010	Current Ad Valorem Taxes	$ 3,788,363	$ 3,888,604	$ 3,888,604	$ 4,026,296
01-3-1020	Tax Discounts	$ (73,661)	$ (81,661)	$ (82,540)	$ (84,552)
01-3-1030	Delinquent Ad Valorem Taxes	$ 47,135	$ 47,500	$ 61,000	$ 47,500
01-3-1040	Penalty & Interest	$ 47,527	$ 50,350	$ 50,350	$ 50,350
01-3-1050	Payment in Lieu of Taxes	$ 5,540	$ 5,500	$ 4,646	$ 5,500
01-3-1060	Ad Valorem to TIRZ	$ (330,596)	$ (346,170)	$ (352,461)	$ (405,482)
	Total Ad Valorem Taxes	**$ 3,484,308**	**$ 3,564,123**	**$ 3,569,599**	**$ 3,639,612**
01-3-1210	Sales Tax	$ 2,223,209	$ 2,200,000	$ 2,300,000	$ 2,399,000
	Total Sales Tax	**$ 2,223,209**	**$ 2,200,000**	**$ 2,300,000**	**$ 2,399,000**
01-3-1310	Electric Franchise	$ 624,716	$ 680,485	$ 680,628	$ 681,000
01-3-1320	Telecomm Line Access Fees	$ 82,633	$ 84,000	$ 79,000	$ 79,000
01-3-1330	Cablevision Franchise	$ 139,617	$ 135,000	$ 137,900	$ 138,000
01-3-1340	Gas Franchise	$ 118,522	$ 118,500	$ 86,736	$ 87,000
01-3-1350	Garbage Franchise	$ 72,771	$ 71,500	$ 70,500	$ 70,500
	Total Franchise & Access Fees	**$ 1,038,259**	**$ 1,089,485**	**$ 1,054,764**	**$ 1,055,500**
01-3-1410	Alcoholic Beverage Tax	$ 28,620	$ 26,000	$ 29,000	$ 29,000
	Total Other Taxes	**$ 28,620**	**$ 26,000**	**$ 29,000**	**$ 29,000**
01-3-3010	Building Permits	$ 57,208	$ 70,000	$ 56,250	$ 57,000
01-3-3020	Electrical Permits	$ 23,320	$ 20,000	$ 20,000	$ 20,000
01-3-3030	Plumbing Permits	$ 29,280	$ 28,000	$ 28,000	$ 28,000
01-3-3040	Mechanical, Heat & A/C Permits	$ 22,200	$ 20,000	$ 20,000	$ 20,000
01-3-3045	Swimming Pool Permits	$ 175	$ 500	$ 900	$ 1,000
01-3-3060	Rezoning Fees	$ 4,132	$ 4,300	$ 4,300	$ 4,300
01-3-3070	Sub-Division Fees	$ 2,022	$ 3,500	$ 3,500	$ 3,500
	Total Building Permits & Licenses	**$ 138,337**	**$ 146,300**	**$ 132,950**	**$ 133,800**
01-3-3130	Beer & Wine Licenses	$ 690	$ 690	$ 690	$ 690
01-3-3140	Garage Sale Permits	$ 2,810	$ 2,500	$ 2,800	$ 2,800
01-3-3150	Fire Marshall Inspection Fees	$ 3,900	$ 2,600	$ 2,600	$ 2,600
	Total Other Permits & Licenses	**$ 7,400**	**$ 5,790**	**$ 6,090**	**$ 6,090**
01-3-4010	Municipal Court Fines	$ 176,561	$ 180,600	$ 182,000	$ 182,000
01-3-4020	Parking Fines	$ 508	$ -	$ 750	$ 750
01-3-4030	Court Administrative Fees	$ 24,493	$ 24,500	$ 34,000	$ 34,000
01-3-4040	Local Time Payment Fees	$ 6,827	$ 7,000	$ 8,000	$ 8,000
01-3-4050	Local FTA Fees	$ 1,610	$ 1,800	$ 1,600	$ 1,600
01-3-4060	Defensive Driving Fees	$ 1,482	$ 1,300	$ 2,500	$ 2,500
01-3-4070	Warrant & Arrest Fees	$ 42,714	$ 44,000	$ 41,000	$ 43,000
01-3-4080	Child Safety Fees	$ 345	$ -	$ 180	$ 180
01-3-4095	Local Judicial Fee	$ 826	$ 800	$ 1,000	$ 1,000
	Total Municipal Court Revenues	**$ 255,366**	**$ 260,000**	**$ 271,030**	**$ 273,030**

General Fund Revenues Continued

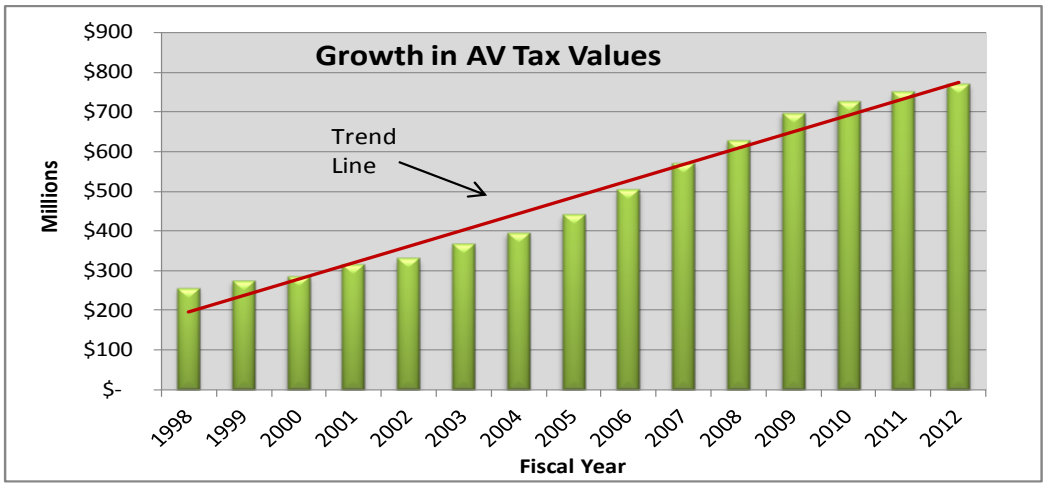
Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-3-5010	Refuse Collection Fees	$ 835,806	$ 888,000	$ 866,000	$ 872,400
01-3-5020	Refuse Contract Fees	$ 97,897	$ 106,560	$ 103,920	$ 104,688
01-3-5050	Brush Collection Fees	$ 79,757	$ 149,700	$ 158,275	$ 160,800
01-3-5150	Ambulance Revenues	$ 1,025,886	$ 950,000	$ 1,025,000	$ 1,025,000
01-3-5200	Harris Community Center Rental	$ 20,716	$ 27,500	$ 25,000	$ 25,000
01-3-5210	Rental Income	$ 9,000	$ 9,000	$ 9,000	$ 9,000
01-3-5220	PPFC/TDFA Finance Fees	$ 10,000	$ 10,000	$ 10,000	$ 10,000
01-3-5300	Park Permits	$ 5,050	$ 3,500	$ 4,000	$ 3,500
01-3-5310	Recreation Revenue	$ -	$ -	$ 7,500	$ 10,000
01-3-5710	Sale of City Property	$ 10,874	$ 11,000	$ 5,238	$ -
	Total Services Provided	**$ 2,094,986**	**$ 2,155,260**	**$ 2,213,933**	**$ 2,220,388**
01-3-6010	Grant Revenues	$ 310,373	$ 242,805	$ 234,831	$ 163,031
01-3-6110	Insurance Proceeds	$ 9,553	$ 42,821	$ 41,535	$ -
01-3-6120	School Reimbursements	$ 83,768	$ 91,151	$ 91,151	$ 90,459
01-3-6130	Bell County Fire Dept Contribution	$ 386	$ -	$ -	$ -
01-3-6140	Bell County Child Safety Fund	$ 20,256	$ 20,000	$ 20,714	$ 20,500
01-3-6160	State LEOSE Funding	$ 2,476	$ 2,500	$ 2,457	$ 2,500
	Total Grants & Reimbursements	**$ 426,812**	**$ 399,277**	**$ 390,688**	**$ 276,490**
01-3-7010	Miscellaneous Income	$ 21,884	$ 10,000	$ 17,000	$ 20,000
01-3-7020	Cash Over/Under	$ (242)	$ -	$ -	$ -
01-3-7030	Copies	$ 4,989	$ 4,100	$ 5,000	$ 5,000
	Total Miscellaneous Income	**$ 26,630**	**$ 14,100**	**$ 22,000**	**$ 25,000**
01-3-8001	Interfund Transfer-Franchise	$ 224,400	$ 256,600	$ 256,600	$ 250,700
01-3-8002	Interfund Transfer-Reimbursement	$ 65,500	$ 65,500	$ 65,500	$ 78,144
	Total Transfers	**$ 289,900**	**$ 322,100**	**$ 322,100**	**$ 328,844**
01-3-9100	Interest Income-Bank	$ 203	$ -	$ -	$ -
01-3-9120	Interest Income-TexPool	$ 4,023	$ 10,000	$ 8,000	$ 8,000
01-3-9121	Interest Income-TexStar	$ 5,616	$ -	$ -	$ -
	Total Interest Income	**$ 9,841**	**$ 10,000**	**$ 8,000**	**$ 8,000**
	Total General Fund Revenues	**$ 10,023,668**	**$ 10,192,435**	**$ 10,320,154**	**$ 10,394,754**

- GENERAL FUND REVENUES -
Revenue Assumptions

01-3-1010	**Current Ad Valorem Taxes**	**$4,026,296**
01-3-1020	**Tax Discounts**	**(84,552)**
01-3-1030	**Delinquent Ad Valorem Taxes**	**47,500**
01-3-1040	**Penalty & Interest**	**50,350**
01-3-1050	**Payment in Lieu of Taxes**	**5,500**
01-3-1060	**Payments to TIRZ**	**(405,482)**

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 2011 taxable value (for taxation in FY 2012) per the Appraisal District is $767,959,433, an increase of $20,035,997 or 2.68% from the 2010 taxable value. New property and improvements added $22.3 million to the tax rolls, which was partially offset by a net decrease in the values of existing properties and exemptions. The chart below shows the change in taxable values over time.



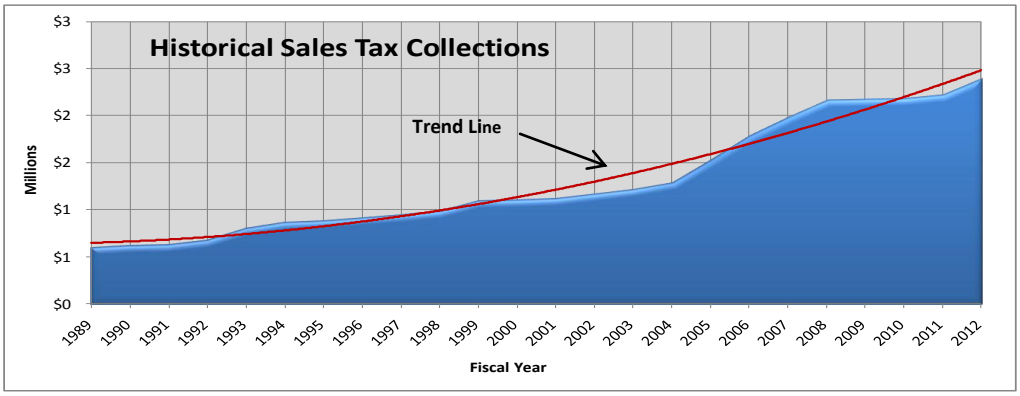
Current tax revenue in the General Fund is calculated using the maintenance and operations tax rate of $0.5405 per $100 of taxable value and a collection rate of 97%. Tax discounts are projected at 2.0% of the tax levy. Delinquent tax revenues (45%) and penalty and interest (35%) are calculated as a percentage of the estimated delinquent taxes receivable at the beginning of the fiscal year.

Payments in lieu of tax are paid by the Belton Housing Authority, and are calculated as a percentage of annual revenue after utilities for the tax exempt public housing properties owned by the BHA in Belton.

The TIRZ (Tax Increment Reinvestment Zone) was established in 2004, and a base tax value was established based on property values within the TIRZ boundaries at that time. Subsequent increases in property values within the TIRZ are "captured" and retained as TIRZ values. Both the City and County M&O tax levies on TIRZ values are dedicated for projects and improvements in the TIRZ zone. The payment to the TIRZ zone represents the City's M&O portion of the taxes levied on the TIRZ values. See the TIRZ fund section of this document for further information.

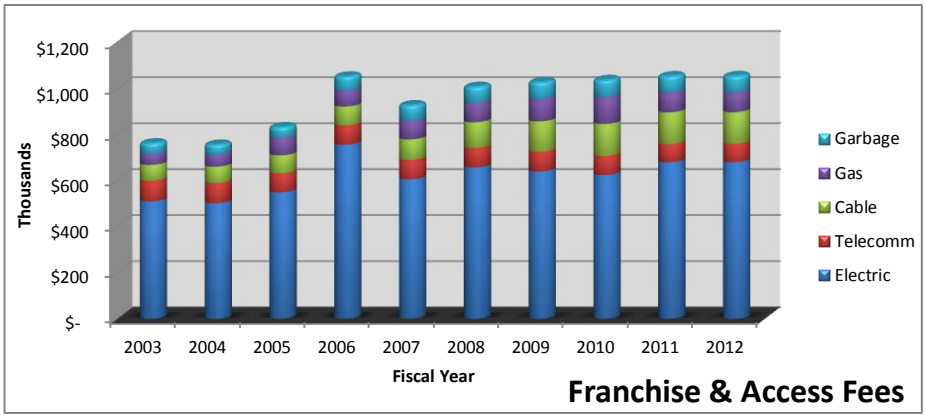
01-3-1210	**Sales Tax**	**$2,399,000**

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 22.96% (FY 2006), and FY 2011 receipts are projected to be up 3.45% from the prior year. FY 2012 revenues were projected using the estimated collections for FY 2011, with some growth due to new retail development. The chart below shows the continued growth in sales tax revenues since 1989.



01-3-1310	**Electric Franchise**	**$681,000**
01-3-1320	**Telecomm Line Access Fees**	**79,000**
01-3-1330	**Cablevision Franchise**	**138,000**
01-3-1340	**Gas Franchise**	**87,000**
01-3-1350	**Garbage Franchise**	**70,500**

Utility companies that use the City's streets and rights-of-way in the course of conducting their business pay fees to the City for that use. Franchise and access fees are paid by these companies as a percentage of gross receipts collected from their customers within the City of Belton. FY 2012 revenues are projected using FY 2011 receipts as a benchmark. The chart below shows that the bulk of these revenues are generated from electric franchise fees, but the portion from other sources is increasing in relation to the total.



01-3-3010	**Building Permits**	**$57,000**
01-3-3020	**Electrical Permits**	**20,000**
01-3-3030	**Plumbing Permits**	**28,000**
01-3-3040	**Mechanical, Heat & A/C Permits**	**20,000**
01-3-3045	**Swimming Pool Permits**	**1,000**
01-3-3060	**Rezoning Fees**	**4,300**
01-3-3070	**Sub-Division Fees**	**3,500**

These revenue streams are elastic in nature and are directly related to the level of construction activity in the community. The Central Texas area has not experienced housing market difficulties as significantly as other areas of the country. However, construction activity has been flat, as evidenced by permit numbers and revenues, and decreased slightly in FY 2011. The FY 2012 budget is projected at FY 2011 levels.

01-3-4010	**Municipal Court Fines**	**$182,000**
01-3-4030	**Municipal Court Admin Fees**	**34,000**
01-3-4040	**Local Time Payment Fees**	**8,000**
01-3-4050	**Local FTA Fees**	**1,600**
01-3-4060	**Defensive Driving Fees**	**2,500**
01-3-4070	**Warrant & Arrest Fees**	**43,000**
01-3-4095	**Local Judicial Fees**	**1,000**

Court fines and fees are levied by the Municipal Judge for violations of State laws and City ordinances. The State also levies fees on municipal 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. Although the trend for this revenue stream has generally been downward over the last five years, FY 2011 reversed that trend and year end revenues were projected to be both over budget and prior year levels. FY 2012 revenues are projected to be at the FY 2011 year end projected levels.

01-3-5010	**Refuse Collection Fees**	**$872,400**
01-3-5020	**Refuse Contract Fees**	**104,688**
01-3-5050	**Brush Collection Fees**	**160,800**

Refuse collection revenue is projected using an average monthly billing amount, computed during the budget process using the latest available information. An average monthly billing of $72,700 was used to project an annual FY 2012 budget amount of $872,400.

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 2012 is $104,688.

Brush collection revenue is also projected using an average monthly billing amount. An average monthly billing of $13,400 was used to project an annual FY 2012 budget amount of $160,800.

01-3-5150	**Ambulance Revenues**	**$1,025,000**

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 2010 and FY 2011 revenues showed slight increases in activity level, with no rate changes. FY 2012 revenues are projected to be at the FY 2011 year end projected levels.

01-3-5200	**Harris Center Rentals**	**$25,000**
01-3-5210	**Other Rental Income**	**9,000**

The Harris Community Center generates revenue from the rental of center facilities for private and public events. The Center is a popular venue for wedding receptions, class reunions, family events, and meeting/training events. Revenue for FY 2012 is projected at FY 2011 levels.

Since 2007, a local manufacturer has leased the City-owned Rockwool lot for $750 per month, generating $9,000 in annual rental income.

01-3-5300	**Park Permits**	**$3,500**
01-3-5310	**Recreation Revenue**	**10,000**

The City's parks generate revenue from the rental of facilities for outdoor events. Revenue for FY 2012 is projected to be slightly lower than FY 2011 levels.

In 2011, the Recreation department was created to offer recreational programs and events to our citizens. FY 2012 revenue is projected based on a full year of revenue at current activity levels.

01-3-6010	**Grant Revenues**	**$163,031**

This account includes funding from grant sources and emergency management funds. Budget projections are based on grant award amounts. The known grants and amounts for FY 2012 are as follows:

Grant Project	Funding Agency	Amount
SAFER – Firefighter Staffing	FEMA	$130,020
Emergency Management Assistance	FEMA	31,331
Bulletproof Vest Grant	DOJ	1,680
Total		**$163,031**

The SAFER grant is a four year grant, which provides funding for six additional firefighters. This grant provides a declining amount each year, and in year five the City assumes 100% of the cost. FY 2012 will be the third year of this grant, with maximum funding set at $130,020 or about 44% of the total cost of the additional firefighters.

The Emergency Management 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.

The Department of Justice has awarded the City a grant in the amount of $1,680 for the purchase of bulletproof vests.

01-3-6120	**School Reimbursements**	**$90,459**

The Belton School District contributes to the cost of School Resource Officers assigned to school campuses in Belton. BISD's contribution for FY 2012 is $90,459, the cost of two officers for nine months.

01-3-7010	**Miscellaneous Income**	**$20,000**

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 2012 budget is based on an average amount received as determined by trend analysis.

01-3-8001	**Interfund Transfer – Franchise**	**$250,700**
01-3-8002	**Interfund Transfer – Reimbursement**	**78,144**

Transfers from the Water and Sewer Fund are for reimbursement of costs and payment in lieu of franchise fees. The FY 2012 budget includes:

- Franchise transfer to General Fund calculated as approximately 5% of budgeted water and sewer sales.
- Reimbursement transfer to General Fund for 20% of the Maintenance Department budget, and for 50% of the Finance and Utilities building costs.

01-3-9120	**Interest Income**	**$8,000**

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 2009 and remained low in 2010 and 2011. The projected interest earnings for FY 2012 are $8,000, based on these lower interest rates.

CITY OF BELTON, TEXAS
FOUNDED 1850

Mission

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

- 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

- Reduced property tax rate to $0.654 per $100 valuation. (A4, B10)
- Conducted comprehensive strategic plan update process and adopted Five Year Strategic Plan for City. (A1)
- Continued to negotiate Municipal Utility District Agreement on 540 acre tract on FM 1670. (B3, B7, B10)

Goals

- Maintain stable property tax rate. (A4, B10)
- Preserve community character while preparing for future growth. (B7, C2, C5)
- Update Strategic Plan as the framework for the Community's future. (A1)
- Finalize Municipal Utility District Agreement on 540 acre tract on FM 1670. (B3, B7, B10)
- Evaluate next steps on Nolan Creek Recreational Improvement Project. (C3, C6)
- Continue efforts to revitalize Downtown Belton. (B2, B6, C2, C5)

(Strategic Plan goal #)

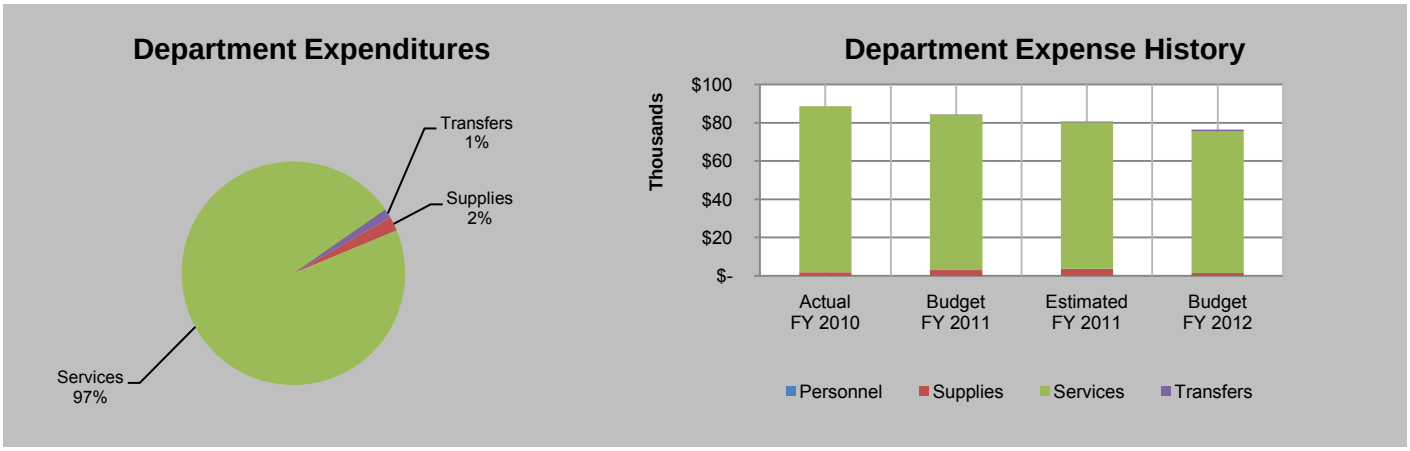
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 16	$ 18	$ 18	$ 18
Supplies	$ 1,782	$ 2,949	$ 3,702	$ 1,555
Services	$ 86,833	$ 81,220	$ 76,540	$ 73,798
Transfers	$ -	$ 327	$ 327	$ 1,000
Total	**$ 88,632**	**$ 84,514**	**$ 80,587**	**$ 76,371**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Mayor *	1	1	1
Council Member *	6	6	6
Total	**7**	**7**	**7**

* Elected, unpaid positions.



City Council

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-010-101	Salaries-Administrative	$ 7	$ 7	$ 7	$ 7
01-4-010-124	Workers' Comp. Insurance	$ 9	$ 11	$ 11	$ 11
	Total Personnel	**$ 16**	**$ 18**	**$ 18**	**$ 18**
01-4-010-201	Office Supplies	$ 730	$ 800	$ 650	$ 800
01-4-010-202	Postage	$ 233	$ 260	$ 340	$ 300
01-4-010-229	Tools & Other Supplies	$ 819	$ 455	$ 600	$ 455
01-4-010-250	Small Equipment	$ -	$ 1,434	$ 2,112	$ -
	Total Supplies	**$ 1,782**	**$ 2,949**	**$ 3,702**	**$ 1,555**
01-4-010-501	Advertising & Public Notices	$ 3,232	$ 4,600	$ 3,500	$ 4,600
01-4-010-510	Dues & Publications	$ 5,881	$ 5,389	$ 5,574	$ 5,946
01-4-010-513	Travel & Training	$ 15,231	$ 16,242	$ 16,242	$ 12,842
01-4-010-551	Insurance-Errors & Omissions	$ 6,138	$ 7,005	$ 6,809	$ -
01-4-010-561	Legal Services	$ 28,681	$ 20,000	$ 20,000	$ 20,000
01-4-010-562	Professional Services	$ 8,670	$ 7,500	$ 3,750	$ 7,500
01-4-010-570	Special Services	$ 4,202	$ 3,700	$ 3,700	$ 3,350
01-4-010-571	Election Expenses	$ 85	$ 636	$ 15	$ 4,110
01-4-010-572	Employee Relations	$ 14,139	$ 15,200	$ 16,000	$ 15,450
01-4-010-574	Youth Advisory Commission	$ 323	$ 673	$ 900	$ -
01-4-010-581	Communication Services	$ 252	$ 275	$ 50	$ -
	Total Services	**$ 86,833**	**$ 81,220**	**$ 76,540**	**$ 73,798**
01-4-010-904	Transfer to YAC Fund	$ -	$ 327	$ 327	$ 1,000
	Transfers	**$ -**	**$ 327**	**$ 327**	**$ 1,000**
	Total City Council	**$ 88,632**	**$ 84,514**	**$ 80,587**	**$ 76,371**

City Council

Account Number	Description			Amount	
01-4-010-201	**Office Supplies**				
	- Business cards for Council & stationery	$	100		
	- Color copier cartridges	$	170		
	- Department share of copy paper	$	350		
	- Other miscellaneous supplies	$	180	$	800
229	**Tools & Other Supplies**				
	- Meeting supplies	$	80		
	- Minutes book	$	225		
	- Nameplates and proclamation materials	$	150	$	455
501	**Advertising & Public Notices**				
	- Fort Hood Newcomers' Guide	$	600		
	- Chamber of Commerce magazine advertisement	$	500		
	- Legal advertisements and official recordings	$	3,500	$	4,600
510	**Dues & Publications**				
	- OrdLink Service	$	150		
	- Association of the United States Army	$	75		
	- Belton Chamber of Commerce	$	500		
	- Oncor Cities Steering Committee	$	1,859		
	- Web hosting of Code of Ordinances	$	550		
	- ERCOT	$	100		
	- Texas Municipal League	$	2,712	$	5,946
513	**Travel & Training**				
	- Council members - 6	$	4,500		
	- Mayor	$	2,000		
	- AUSA membership meetings - 2	$	192		
	- AUSA conference - 3	$	2,300		
	- AUSA soldier dinner sponsorship	$	3,000		
	- AUSA Board of Governors	$	400		
	- Mayor/Mayor Pro Tem meetings	$	300		
	- Council workshops	$	150	$	12,842
570	**Special Services**				
	- 4th of July reception	$	350		
	- Volunteer Firefighter banquet	$	500		
	- Boards & commissions appreciation banquet	$	1,700		
	- Soldier Support	$	800	$	3,350
571	**Election Expenses**				
	- Election judges and clerks	$	1,772		
	- Election ballots	$	498		
	- Election forms and supplies	$	150		
	- Election voting equipment	$	1,360		
	- Election publications and updates	$	30		
	- Lunch for election workers	$	60		
	- Publication of ordinances	$	240	$	4,110
572	**Employee Relations**				
	- Employee benevolence fund	$	250		
	- Employee Christmas party and gift	$	12,700		
	- Employee appreciation barbecues	$	1,500		
	- Awards and plaques	$	1,000	$	15,450
950	**Transfer to Youth Advisory Commission Fund**				
	- Transfer to YAC fund			$	1,000

Mission

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

- 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

- Secured a grant from the Texas Department of Rural Affairs to fund the Miller Heights wastewater project. (A3, B10)
- Assisted the Census Bureau with the 2010 Census through participation in the Complete Count Committee. (A9)
- Began implementation of Texas Department of Transportation Nolan Creek Hike and Bike Trail Enhancement Grant. (A3, C6, C8)
- Implemented Texas Department of Transportation Safe Routes to School Infrastructure Grant. (A3, C6, C8)

Goals

- Pursue discussions with water supply corporations in growth path. (A6, F3)
- Continue electronic indexing of City documents for easier records/information searches and retrieval.
- Coordinate TBRSS expansion with Temple and the Brazos River Authority on City owned Rockwool land. (A12, B10, C8, F3)
- Continue development on Nolan Creek Recreational Improvement Project. (C3, C6)

(Strategic Plan goal #)

Expenditure Summary

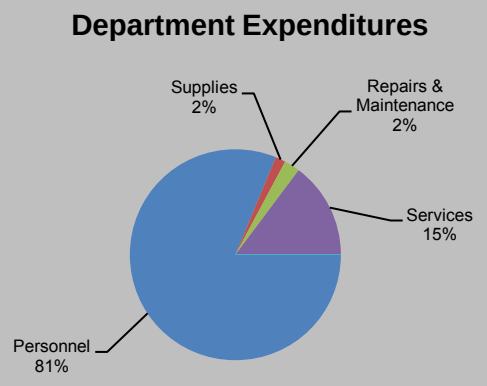
Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 207,694	$ 218,284	$ 211,411	$ 218,882
Supplies	$ 7,603	$ 4,950	$ 4,440	$ 4,180
Repairs & Maintenance	$ 3,843	$ 5,650	$ 6,000	$ 6,475
Services	$ 45,043	$ 49,844	$ 47,315	$ 39,797
Transfers	$ -	$ -	$ -	$ -
Total	**$ 264,182**	**$ 278,728**	**$ 269,166**	**$ 269,334**

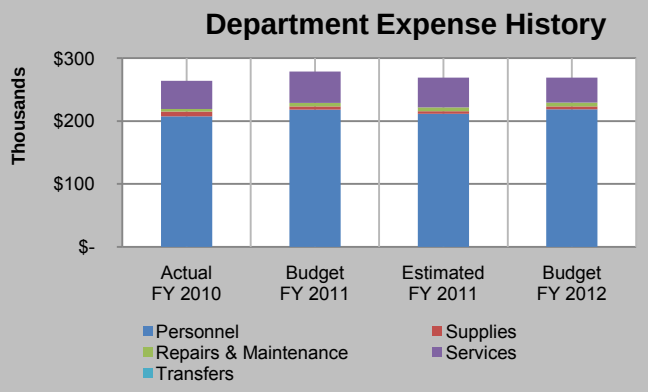
Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Formal Council Meetings	24	22	23
Special Council Meetings	8	2	8
Council Work Sessions	14	13	14
Elections	0	0	1
Proclamations	14	16	18
Official Documents Indexed	240	222	230
Permits	24	23	25
Open Records Requests	30	81	55

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
City Manager	1	1	1
City Clerk	1	1	1
Support Services Coord.	1	1	1
City Manager's Secretary	1	1	1
Total	**4**	**4**	**4**





Administration

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-020-101	Salaries-Administrative	$ 35,319	$ 36,987	$ 35,237	$ 36,980
01-4-020-102	Salaries-Professional	$ 78,521	$ 81,773	$ 78,933	$ 82,343
01-4-020-104	Salaries-Operations	$ 42,130	$ 44,164	$ 43,062	$ 45,184
01-4-020-114	Allowances	$ 7,500	$ 7,500	$ 7,500	$ 7,500
01-4-020-121	TMRS	$ 13,860	$ 14,519	$ 14,031	$ 12,634
01-4-020-122	FICA	$ 11,996	$ 13,038	$ 12,602	$ 13,159
01-4-020-123	Employee Insurance	$ 12,363	$ 14,253	$ 14,253	$ 15,053
01-4-020-124	Workers' Comp. Insurance	$ 444	$ 509	$ 493	$ 490
01-4-020-125	Unemployment Compensation	$ 510	$ 510	$ 510	$ 510
01-4-020-126	Contributions to CM 457(f)	$ 5,051	$ 5,031	$ 4,790	$ 5,029
	Total Personnel	**$ 207,694**	**$ 218,284**	**$ 211,411**	**$ 218,882**
01-4-020-201	Office Supplies	$ 2,299	$ 2,200	$ 2,000	$ 2,000
01-4-020-202	Postage	$ 1,000	$ 950	$ 640	$ 580
01-4-020-227	Janitorial Supplies	$ 951	$ 800	$ 800	$ 800
01-4-020-229	Tools & Other Supplies	$ 3,352	$ 1,000	$ 1,000	$ 800
	Total Supplies	**$ 7,603**	**$ 4,950**	**$ 4,440**	**$ 4,180**
01-4-020-301	Building Maintenance	$ 3,713	$ 4,900	$ 4,900	$ 5,000
01-4-020-302	Heat & A/C Maintenance	$ 55	$ 750	$ 1,100	$ 1,100
	Total Facility Maintenance	**$ 3,768**	**$ 5,650**	**$ 6,000**	**$ 6,100**
01-4-020-406	Computer System Maintenance	$ 75	$ -	$ -	$ 375
	Total Repairs & Maintenance	**$ 75**	**$ -**	**$ -**	**$ 375**
01-4-020-501	Advertising & Public Notices	$ 210	$ 210	$ 338	$ 350
01-4-020-510	Dues & Publications	$ 3,891	$ 3,278	$ 3,278	$ 3,372
01-4-020-513	Travel & Training	$ 7,806	$ 10,000	$ 9,295	$ 7,000
01-4-020-521	Equipment Lease	$ 10,322	$ 11,000	$ 11,000	$ 11,000
01-4-020-550	Insurance-General Liability	$ 485	$ 561	$ 204	$ 280
01-4-020-551	Insurance-Errors & Omissions	$ 6,138	$ 7,005	$ 6,809	$ 520
01-4-020-556	Insurance - Real Property	$ 1,542	$ 1,695	$ 1,265	$ 1,495
01-4-020-570	Special Services	$ 540	$ 300	$ 300	$ 500
01-4-020-581	Communication Services	$ 3,708	$ 3,840	$ 4,020	$ 3,930
01-4-020-583	Electric Service	$ 10,402	$ 11,955	$ 10,806	$ 11,350
	Total Services	**$ 45,043**	**$ 49,844**	**$ 47,315**	**$ 39,797**
	Total Administration	**$ 264,182**	**$ 278,728**	**$ 269,166**	**$ 269,334**

Administration

Account Number	Description			Amount
01-4-020-201	**Office Supplies**			
	- Department share of copy paper	$	400	
	- Letterhead, envelopes, & business cards	$	500	
	- Inkjet printer cartridges	$	300	
	- Laser printer cartridge	$	140	
	- Color copier cartridges	$	400	
	- Other office supplies	$	260	**$ 2,000**
229	**Tools & Other Supplies**			
	- Kitchen supplies	$	500	
	- Other	$	300	**$ 800**
301	**Building Maintenance**			
	- Pest control	$	340	
	- Floor service	$	1,270	
	- 4th of July window	$	75	
	- General maintenance	$	3,315	**$ 5,000**
501	**Advertising & Public Notices**			
	- Holiday ads	$	140	
	- Directory listing charges	$	210	**$ 350**
510	**Dues & Publications**			
	- TCMA dues for City Manager	$	334	
	- International City Manager Association dues	$	950	
	- TCMA Region 7 dues	$	25	
	- TMCA dues for City Clerk	$	85	
	- TABA dues	$	345	
	- Newspaper subscriptions	$	163	
	- Texas State Directory	$	45	
	- American Planning Association dues	$	425	
	- AUSA dues	$	75	
	- Local community organization dues	$	420	
	- Local Government Code update	$	50	
	- Texas Downtown Association	$	75	
	- Preservation Texas membership	$	75	
	- Military Relations committee	$	125	
	- 13th COSCOM association	$	30	
	- Miscellaneous publications	$	150	**$ 3,372**
513	**Travel & Training**			
	- TML conference - 2 staff	$	1,800	
	- TCMA conference	$	1,000	
	- ICMA conference - City Manager	$	2,000	
	- Election law seminar	$	225	
	- Support Services conference	$	350	
	- Miscellaneous seminars and training	$	1,065	
	- AUSA membership meetings	$	60	
	- City Clerk travel	$	500	**$ 7,000**
521	**Equipment Lease**			
	- Copier rental			**$ 11,000**
570	**Special Services**			
	- Document shredding			**$ 500**

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Finance department is comprised of two divisions:

1. Operations 2. Personnel

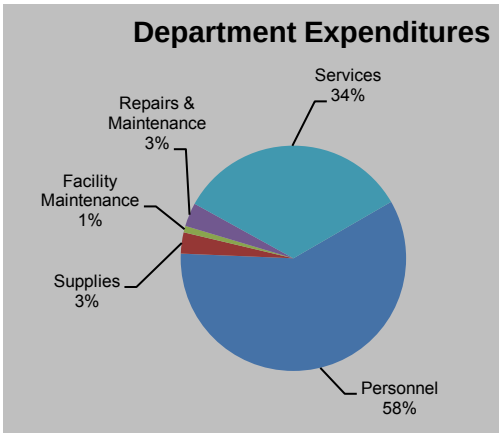
The details of these divisions follow.

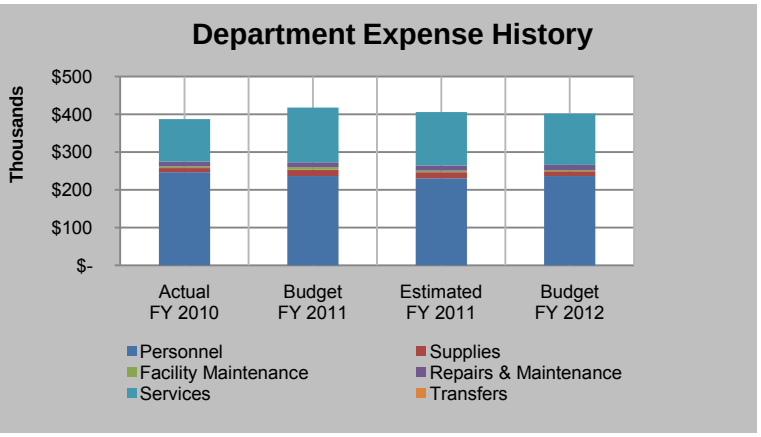
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 246,683	$ 236,592	$ 230,373	$ 236,634
Supplies	$ 11,209	$ 16,876	$ 16,636	$ 12,200
Facility Maintenance	$ 4,186	$ 6,620	$ 4,120	$ 3,720
Repairs & Maintenance	$ 12,080	$ 12,959	$ 12,959	$ 13,605
Services	$ 113,293	$ 144,853	$ 141,489	$ 134,897
Transfers	$ -	$ -	$ -	$ -
Total	**$ 387,452**	**$ 417,900**	**$ 405,577**	**$ 401,056**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Asst. City Mgr./Finance Dir.	1	1	1
Asst. Finance Director	1	1	1
Human Resource Director	0	0	1
Staff Accountant	1	1	1
IT Specialist	1	0	0
Accounts Payable Clerk	1	1	1
Human Resource Specialist	1	1	0
Ambulance Clerk	1	1	1
Receptionist	1	1	1
Total	**8**	**7**	**7**





Mission

To administer the financial affairs of the City.

Description

- Assists City Manager in the oversight and management 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 draft budgets and monitors budget appropriations.
- Prepares reports, analysis, and information as needed by the City Manager, City Council, and other departments.
- Provides risk management services.
- Provides oversight for Utility and EMS billing and collection, Human Resources, and Civil Service functions.

Accomplishments

- Prepared FY 2011 budget document that received the City's nineteenth consecutive GFOA Distinguished Budget Presentation Award. (A4)
- Received the twenty-fifth consecutive GFOA Certificate of Achievement for Excellence in Financial Reporting for the City's FY 2010 Comprehensive Annual Financial Report. (A4)
- Drafted balanced budget for FY 2012. (A4, B10)
- Managed FY 2011 budget to ensure compliance within budgetary limits. (A4, B10)
- Assisted in audit of City electric bills resulting in the refund of overpayments. (A4)
- Received the 2011 Silver Leadership Circle Award from the Texas Comptroller's Leadership Circle program for the 2nd consecutive year. (A4)

Goals

- Receive GFOA awards for budget and CAFR documents. (A4)
- Review/update City purchasing policies and develop a City purchasing manual. (A4)
- Utilize technology (internet, e-mail, phone, and fax) to develop and implement customer friendly procedures. (A8, A9, A10, A11)
- Develop and implement customer service code and conduct customer service training for all employees. (A7, A8)
- Develop and implement cash handling procedures for employees. (A7, A8)

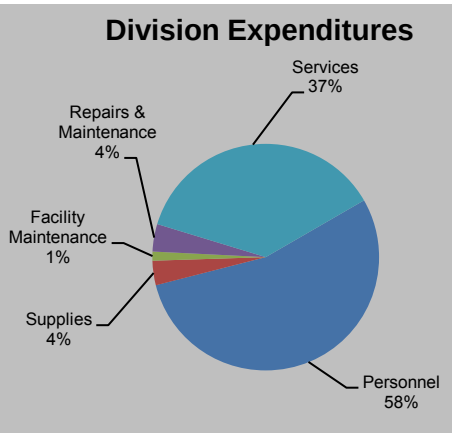
(Strategic Plan goal #)

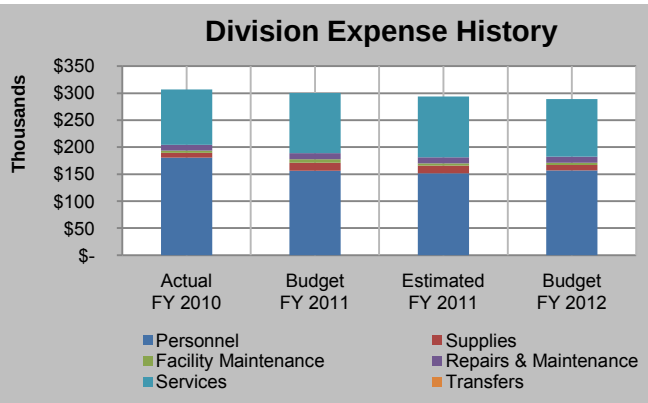
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 180,486	$ 156,582	$ 151,584	$ 157,073
Supplies	$ 9,240	$ 14,666	$ 14,476	$ 10,080
Facility Maintenance	$ 4,186	$ 6,620	$ 4,120	$ 3,720
Repairs & Maintenance	$ 10,260	$ 10,833	$ 10,833	$ 11,349
Services	$ 102,927	$ 111,488	$ 112,515	$ 106,782
Transfers	$ -	$ -	$ -	$ -
Total	**$ 307,098**	**$ 300,189**	**$ 293,528**	**$ 289,004**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Budget Prepared	√	√	√
Annual Audit Performed	√	√	√
GFOA Certificate - CAFR	√	√	√
GFOA Certificate - Budget	√	√	√
Purchase Orders Issued	752	951	1,046
A/P Checks Processed	3,115	3,426	3,769
EMS Runs Billed	2,004	2,109	2,214





Finance - Operations

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-031-101	Salaries-Administrative	$ 43,893	$ 45,871	$ 43,789	$ 45,863
01-4-031-102	Salaries-Professional	$ 72,755	$ 52,421	$ 50,311	$ 52,770
01-4-031-104	Salaries-Operations	$ 23,615	$ 22,449	$ 22,350	$ 23,250
01-4-031-113	Health Insurance Allowance	$ 1,187	$ -	$ -	$ -
01-4-031-114	Allowances	$ 5,075	$ 3,420	$ 3,420	$ 3,420
01-4-031-121	TMRS	$ 12,424	$ 10,577	$ 10,210	$ 9,203
01-4-031-122	FICA	$ 10,782	$ 9,498	$ 9,170	$ 9,586
01-4-031-123	Employee Insurance	$ 9,871	$ 11,561	$ 11,561	$ 12,210
01-4-031-124	Workers' Comp. Insurance	$ 376	$ 371	$ 359	$ 357
01-4-031-125	Unemployment Compensation	$ 508	$ 414	$ 414	$ 414
	Total Personnel	**$ 180,486**	**$ 156,582**	**$ 151,584**	**$ 157,073**
01-4-031-201	Office Supplies	$ 2,962	$ 3,905	$ 3,500	$ 4,000
01-4-031-202	Postage	$ 1,887	$ 2,000	$ 2,415	$ 2,130
01-4-031-227	Janitorial Supplies	$ 955	$ 1,200	$ 1,000	$ 1,200
01-4-031-229	Tools & Other Supplies	$ 1,755	$ 2,705	$ 2,705	$ 2,750
01-4-031-250	Small Equipment	$ 1,681	$ 4,856	$ 4,856	$ -
	Total Supplies	**$ 9,240**	**$ 14,666**	**$ 14,476**	**$ 10,080**
01-4-031-301	Building Maintenance	$ 4,088	$ 6,120	$ 3,620	$ 3,220
01-4-031-302	Heat & A/C Maintenance	$ 98	$ 500	$ 500	$ 500
	Total Facility Maintenance	**$ 4,186**	**$ 6,620**	**$ 4,120**	**$ 3,720**
01-4-031-406	Computer System Maintenance	$ 10,260	$ 10,833	$ 10,833	$ 11,349
	Total Repairs & Maintenance	**$ 10,260**	**$ 10,833**	**$ 10,833**	**$ 11,349**
01-4-031-501	Advertising & Public Notices	$ 154	$ -	$ -	$ -
01-4-031-510	Dues & Publications	$ 1,422	$ 2,410	$ 2,410	$ 2,573
01-4-031-513	Travel & Training	$ 4,758	$ 8,739	$ 8,739	$ 9,779
01-4-031-521	Equipment Lease	$ 4,823	$ 4,980	$ 4,980	$ 3,616
01-4-031-550	Insurance-General Liability	$ 69	$ 80	$ 190	$ 200
01-4-031-551	Insurance - Errors & Omission	$ -	$ -	$ -	$ 375
01-4-031-552	Insurance-Employee Bond	$ 824	$ 880	$ 830	$ 385
01-4-031-556	Insurance-Real Property	$ 728	$ 855	$ 700	$ 825
01-4-031-567	Collection Fees	$ -	$ 100	$ 100	$ 100
01-4-031-570	Special Services	$ 3,891	$ 3,863	$ 3,978	$ -
01-4-031-571	Audit Fees	$ 23,832	$ 22,040	$ 22,040	$ 19,722
01-4-031-572	Tax Appraisal & Collection Fee	$ 52,560	$ 57,666	$ 57,666	$ 57,737
01-4-031-574	Budget Preparation	$ 1,819	$ 1,800	$ 1,800	$ 2,130
01-4-031-581	Communication Services	$ 1,987	$ 1,920	$ 2,840	$ 2,790
01-4-031-582	Gas Service	$ 497	$ 525	$ 450	$ 470
01-4-031-583	Electric Service	$ 5,563	$ 5,630	$ 5,792	$ 6,080
	Total Services	**$ 102,927**	**$ 111,488**	**$ 112,515**	**$ 106,782**
	Total Finance - Operations	**$ 307,098**	**$ 300,189**	**$ 293,528**	**$ 289,004**

Finance - Operations

Account Number	Description			Amount
01-4-031-201	**Office Supplies**			
	- Department share of copy paper	$	425	
	- Envelopes - window, plain, & security	$	400	
	- Letterhead stationery	$	85	
	- A/P checks - 4,000	$	500	
	- 1099 forms & envelopes	$	50	
	- Inkjet printer cartridges	$	450	
	- Laser printer cartridge	$	200	
	- Color laser cartridges	$	1,050	
	- Printout binders	$	125	
	- Other office supplies	$	715	**$ 4,000**
229	**Tools & Other Supplies**			
	- Flags	$	150	
	- Kitchen supplies	$	500	
	- City logo business card blanks & letterhead	$	1,000	
	- Small office equipment	$	600	
	- Other supply items	$	500	**$ 2,750**
301	**Building Maintenance**			
	- 4th of July window decoration	$	100	
	- Security system	$	240	
	- Pest control	$	380	
	- Other	$	2,500	**$ 3,220**
406	**Computer System Maintenance**			
	- Invision AP application maintenance - 50%	$	1,216	
	- Invision CL application maintenance - 35%	$	504	
	- Invision FA application maintenance - 50%	$	634	
	- Invision GL application maintenance - 50%	$	2,009	
	- Invision PO application maintenance - 50%	$	1,428	
	- Invision AR application maintenance - 50%	$	949	
	- Invision SS application maintenance - 25%	$	80	
	- Computer system support - 33%	$	2,604	
	- Antivirus upgrade	$	300	
	- Cisco Smartnet maintenance	$	625	
	- Minor repairs	$	1,000	**$ 11,349**
510	**Dues & Publications**			
	- GASB fee	$	500	
	- GFOA dues - 2	$	250	
	- GFOAT dues - 2	$	270	
	- State licenses - 2	$	80	
	- Sam's Club membership - primary and one regular	$	85	
	- Training manuals & GFOA publications	$	300	
	- SmartBuy	$	100	
	- Buy Board membership	$	200	
	- TML magazine subscription	$	10	
	- TMHRA dues	$	75	
	- Killeen Daily Herald subscription	$	78	
	- Belton Journal subscription	$	25	
	- Temple Daily Telegram subscription	$	115	
	- Public Libraries subscription	$	65	
	- Local community organization dues	$	420	**$ 2,573**

Finance - Operations Continued

Account Number	Description			Amount
01-4-031-513	**Travel & Training**			
	- GFOAT spring conference - 3 staff	$	2,700	
	- GFOAT fall conference - 3 staff	$	2,700	
	- Governmental accounting, auditing, & reporting update - 2	$	1,240	
	- TMRS fall conference	$	675	
	- Incode online student center - 26%	$	764	
	- Investment training - 2 staff	$	700	
	- Miscellaneous seminar and training travel	$	1,000	**$ 9,779**
521	**Equipment Lease**			
	- Copier annual lease - 1/2	$	2,416	
	- Additional copies	$	1,200	**$ 3,616**
571	**Annual Audit Fees & Expense**			
	- Annual audit fees	$	18,732	
	- GFOA submission	$	435	
	- Audit document printing & preparation	$	555	**$ 19,722**
572	**Tax Appraisal & Collection Fee**			
	- Fees to Tax Appraisal District for appraisal, assessment and collection of ad valorem tax			**$ 57,737**
574	**Budget Preparation**			
	- Budget workshops	$	300	
	- GFOA submission	$	280	
	- Budget document printing & preparation	$	1,550	**$ 2,130**

CITY OF BELTON, TEXAS
FOUNDED 1850

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

- Conducted civil service exams for Fire and Police departments. (E1)
- Reviewed/revised employee job descriptions. (A7)
- Implemented revisions to employee health insurance programs. (A7)
- Amended the Personnel Policy Manual to include notification methods for the Equal Employment Opportunity Plan. (A7)

Goals

- Conduct in-house update of Manpower Plan and update of pay scales. (A7, E1)
- Continue to review/revise employee job descriptions. (A7)
- Conduct civil service promotional exams. (E1)
- Conduct review of all personnel files.
- Develop exit interview forms and process for departing employees. (A7)

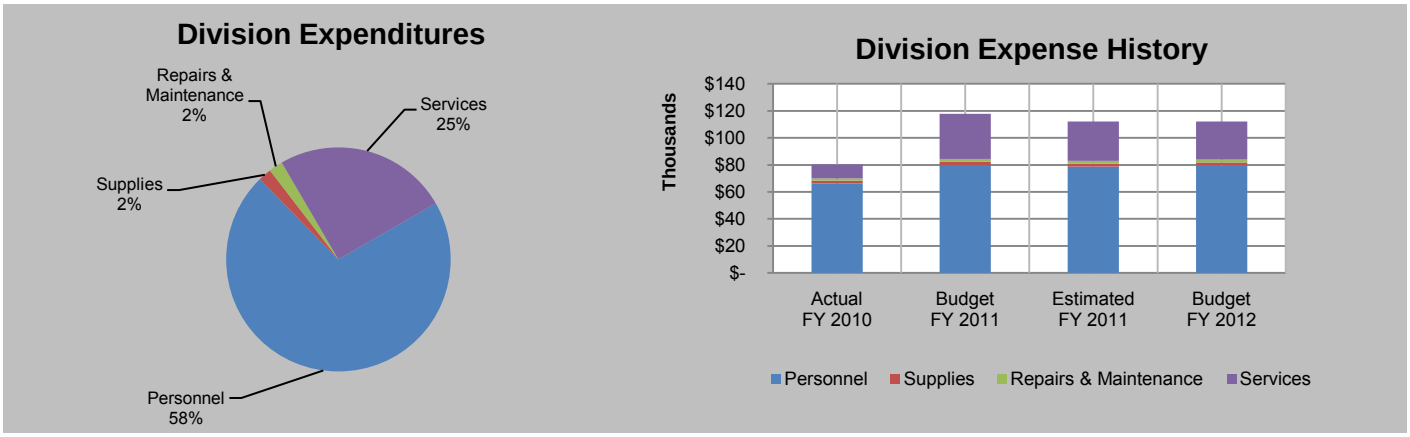
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 66,197	$ 80,010	$ 78,789	$ 79,561
Supplies	$ 1,970	$ 2,210	$ 2,160	$ 2,120
Repairs & Maintenance	$ 1,820	$ 2,126	$ 2,126	$ 2,256
Services	$ 10,367	$ 33,365	$ 28,974	$ 28,115
Total	**$ 80,354**	**$ 117,711**	**$ 112,049**	**$ 112,052**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Payrolls Processed	26	26	26
Payroll Checks Processed	783	657	690
Payroll ACH Employees	128	124	130
Employees Hired	26	23	24
C/S Tests Administered	3	2	2
C/S Promo. Exams Admin.	2	0	0



Finance - Personnel

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-032-101	Salaries-Administrative	$ 15,946	$ 16,647	$ 15,907	$ 16,645
01-4-032-102	Salaries-Professional	$ 6,831	$ 7,122	$ 6,814	$ 47,120
01-4-032-104	Salaries-Operations	$ 31,326	$ 39,999	$ 39,999	$ -
01-4-032-113	Health Insurance Allowance	$ 1,944	$ -	$ -	$ -
01-4-032-121	TMRS	$ 4,753	$ 5,432	$ 5,342	$ 4,684
01-4-032-122	FICA	$ 4,131	$ 4,878	$ 4,798	$ 4,878
01-4-032-123	Employee Insurance	$ 923	$ 5,543	$ 5,543	$ 5,854
01-4-032-124	Workers' Comp. Insurance	$ 147	$ 191	$ 188	$ 182
01-4-032-125	Unemployment Compensation	$ 198	$ 198	$ 198	$ 198
	Total Personnel	**$ 66,197**	**$ 80,010**	**$ 78,789**	**$ 79,561**
01-4-032-201	Office Supplies	$ 740	$ 1,080	$ 1,080	$ 1,170
01-4-032-202	Postage	$ 241	$ 300	$ 250	$ 250
01-4-032-229	Tools & Other Supplies	$ 593	$ 830	$ 830	$ 700
01-4-032-250	Small Equipment	$ 396	$ -	$ -	
	Total Supplies	**$ 1,970**	**$ 2,210**	**$ 2,160**	**$ 2,120**
01-4-032-406	Computer System Maintenance	$ 1,820	$ 2,126	$ 2,126	$ 2,256
	Total Repairs & Maintenance	**$ 1,820**	**$ 2,126**	**$ 2,126**	**$ 2,256**
01-4-032-510	Dues & Publications	$ 350	$ 350	$ 350	$ 595
01-4-032-513	Travel & Training	$ 3,068	$ 3,130	$ 3,130	$ 2,530
01-4-032-550	Insurance - General Liability	$ -	$ -	$ 104	$ 105
01-4-032-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 195
01-4-032-561	Legal Services	$ -	$ 4,500	$ -	$ -
01-4-032-571	Employee Ads & Testing	$ 6,582	$ 4,200	$ 4,200	$ 3,500
01-4-032-572	Employee Benefits Consultant	$ -	$ 20,800	$ 20,800	$ 20,800
01-4-032-581	Communication Services	$ 367	$ 385	$ 390	$ 390
	Total Services	**$ 10,367**	**$ 33,365**	**$ 28,974**	**$ 28,115**
	Total Finance - Personnel	**$ 80,354**	**$ 117,711**	**$ 112,049**	**$ 112,052**
	Total Finance	**$ 387,452**	**$ 417,900**	**$ 405,577**	**$ 401,056**

Finance - Personnel

Account Number	Description			Amount
01-4-032-201	**Office Supplies**			
	- Department share of copy paper	$	100	
	- Envelopes - window, plain, & security	$	200	
	- Payroll checks - 1,500	$	290	
	- Laser printer cartridges	$	200	
	- W-2 forms & envelopes	$	100	
	- Letterhead stationery	$	30	
	- Other office supplies	$	250	**$ 1,170**
229	**Tools & Other Supplies**			
	- Leave request forms - 3,500	$	500	
	- Personnel posters	$	100	
	- Other supplies	$	100	**$ 700**
406	**Computer System Maintenance**			
	- Invision PR application maintenance - 50%	$	1,851	
	- Invision SS application maintenance - 25%	$	80	
	- Antivirus	$	75	
	- Minor repairs	$	250	**$ 2,256**
510	**Dues & Publications**			
	- TMHRA dues	$	90	
	- Texas Social Security program administrative fee	$	35	
	- TML online salary survey	$	240	
	- CTHRMA membership	$	60	
	- SHRM membership	$	170	**$ 595**
513	**Travel & Training**			
	- TMRS fall conference - Austin	$	500	
	- TMHRA Nuts & Bolts of Human Resources	$	175	
	- FWHRMA Employment Law	$	450	
	- TMHRA employment law conference	$	640	
	- TMHRA annual conference	$	400	
	- Open enrollment lunch for representatives	$	100	
	- Incode online student center - 9%	$	265	**$ 2,530**
571	**Employee Ads & Testing**			
	- Employment ads	$	2,500	
	- Pre-employment physicals & drug screens	$	1,000	**$ 3,500**
572	**Employee Benefits Consultant**			
	- Employee benefits consulting services - 80%			**$ 20,800**

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

- Upgraded courtroom printer for faster processing of paperwork during court sessions. (A14)
- Modified court schedule to better serve citizens. (A7)
- Installed television in courtroom to assist in presentation of evidence and other department training/presentations. (A14)
- Participated in State–wide warrant roundup with more than 180 warrants cleared and $37,000 collected. (A3, L12)

Goals

- Participate in warrant roundup with area law enforcement agencies and conduct a separate City roundup later in the year. (A3, L12)
- Research creation of Warrant Officer position to routinely serve outstanding warrants and provide regular bailiff service for court proceedings. (A7)
- Review traffic citations and modify as needed to implement any changes in State law based on last legislative session.

(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 143,493	$ 147,907	$ 146,481	$ 150,447
Supplies	$ 4,970	$ 7,842	$ 5,388	$ 5,181
Facility Maintenance	$ 221	$ 300	$ 200	$ 300
Repairs & Maintenance	$ 765	$ 850	$ -	$ 350
Services	$ 9,245	$ 4,018	$ 2,959	$ 6,319
Total	**$ 158,694**	**$ 160,917**	**$ 155,028**	**$ 162,597**

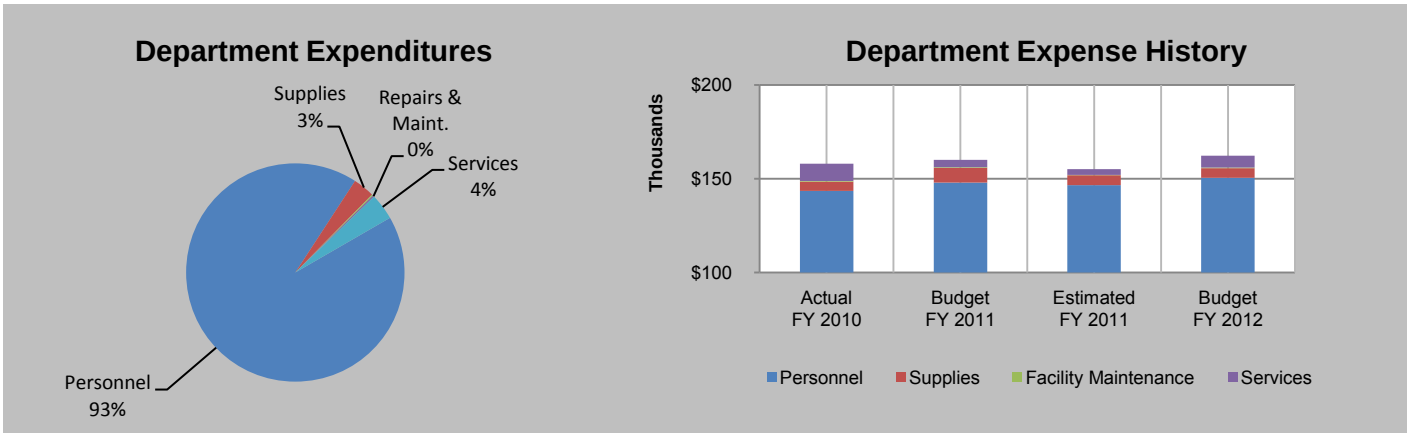
Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Court sessions	45	41	43
Warrants Issued	954	1,372	1,500
Warrants Outstanding	711	997	1,000
Cases Filed:			
State Law	766	981	1,000
Traffic	1,412	2,766	3,200
Parking	91	121	95
City Ordinance	136	93	110
Total Cases Filed	2,405	3,961	4,405

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 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
Total	**2**	**2**	**2**

* Appointed, part-time positions.



Legal

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-040-101	Salaries-Administrative	$ 60,000	$ 60,000	$ 60,000	$ 60,000
01-4-040-102	Salaries-Professional	$ 6,626	$ 6,918	$ 6,610	$ 6,917
01-4-040-104	Salaries-Operations	$ 56,476	$ 58,609	$ 57,693	$ 60,909
01-4-040-121	TMRS	$ 5,351	$ 5,582	$ 5,477	$ 4,982
01-4-040-122	FICA	$ 4,792	$ 5,013	$ 4,919	$ 5,189
01-4-040-123	Employee Insurance	$ 9,552	$ 11,035	$ 11,035	$ 11,708
01-4-040-124	Workers' Comp. Insurance	$ 298	$ 353	$ 350	$ 345
01-4-040-125	Unemployment Compensation	$ 397	$ 397	$ 397	$ 397
	Total Personnel	**$ 143,493**	**$ 147,907**	**$ 146,481**	**$ 150,447**
01-4-040-201	Office Supplies	$ 683	$ 1,300	$ 1,200	$ 1,290
01-4-040-202	Postage	$ 1,611	$ 1,750	$ 2,165	$ 1,910
01-4-040-229	Tools & Other Supplies	$ 1,652	$ 1,861	$ 1,700	$ 1,981
01-4-040-250	Small Equipment	$ 1,025	$ 2,931	$ 323	$ -
	Total Supplies	**$ 4,970**	**$ 7,842**	**$ 5,388**	**$ 5,181**
01-4-040-301	Building Maintenance	$ 221	$ 300	$ 200	$ 300
	Total Facility Maintenance	**$ 221**	**$ 300**	**$ 200**	**$ 300**
01-4-040-402	Machinery & Equipment Maintenance	$ 500	$ 850	$ -	$ 350
01-4-040-406	Computer Maintenance	$ 265	$ -	$ -	$ -
	Total Repairs & Maintenance	**$ 765**	**$ 850**	**$ -**	**$ 350**
01-4-040-501	Advertising & Public Notices	$ 267	$ 400	$ 620	$ 1,000
01-4-040-510	Dues & Publications	$ 186	$ 270	$ 226	$ 226
01-4-040-513	Travel & Training	$ 1,497	$ 1,045	$ 880	$ 1,659
01-4-040-550	Insurance-General Liability	$ 346	$ 401	$ 140	$ 195
01-4-040-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 360
01-4-040-552	Insurance-Employee Bond	$ 81	$ 95	$ 83	$ 95
01-4-040-567	Collection Fees	$ -	$ 558	$ -	$ 1,500
01-4-040-568	Armored Car Service	$ 6,000	$ -	$ -	$ -
01-4-040-570	Special Services	$ 42	$ 344	$ 130	$ 344
01-4-040-581	Communication Services	$ 827	$ 905	$ 880	$ 940
	Total Services	**$ 9,245**	**$ 4,018**	**$ 2,959**	**$ 6,319**
	Total Legal	**$ 158,694**	**$ 160,917**	**$ 155,028**	**$ 162,597**

Legal

Account Number	Description			Amount
01-4-040-201	**Office Supplies**			
	- Docket jackets - 5,000	$	815	
	- Envelopes - plain and window	$	100	
	- Ink cartridges	$	75	
	- Other office supplies	$	300	**$ 1,290**
229	**Tools & Other Supplies**			
	- Traffic citations - 5,000	$	1,200	
	- Warning tickets - 3,000	$	481	
	- Other tools & supplies	$	300	**$ 1,981**
301	**Building Maintenance**			
	- Carpet cleaning	$	150	
	- Other routine maintenance	$	150	**$ 300**
501	**Advertising & Public Notices**			
	- Warrant round-up advertising			**$ 1,000**
510	**Dues & Publications**			
	- Texas Court Clerk Association dues - 3 staff	$	150	
	- Texas Traffic/Criminal law updates	$	40	
	- Texas Municipal Justice Court newsletter	$	36	**$ 226**
513	**Travel & Training**			
	- Texas Court Clerk Association training - 2 staff	$	600	
	- Incode online student center	$	509	
	- Judge training	$	550	**$ 1,659**
567	**Collection Fees**			
	- Third party collection agency fees to collect outstanding citations not covered by ticket fees	$	1,500	**$ 1,500**
570	**Special Services**			
	- Interpreter services	$	200	
	- Juror fees - 6	$	144	**$ 344**

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Police department is comprised of five divisions:

1. Administration 2. Operations 3. Support Services
4. Animal Control 5. Code Enforcement

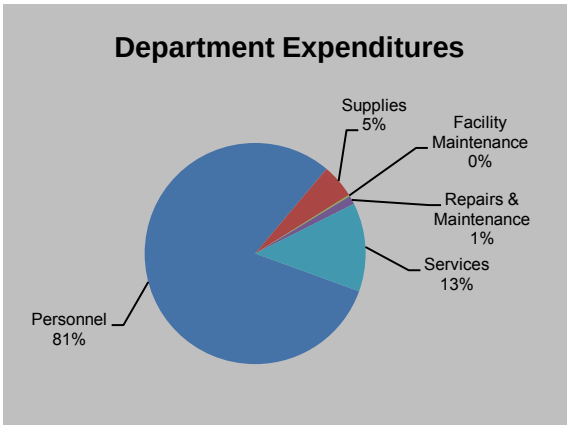
The details of these divisions follow.

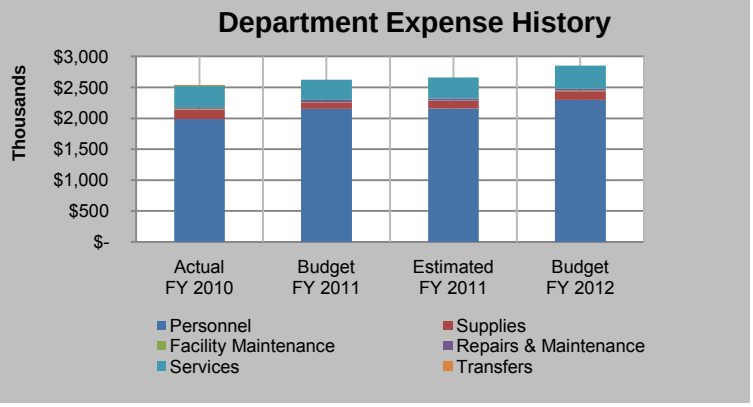
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 1,985,560	$ 2,153,709	$ 2,158,935	$ 2,298,460
Supplies	$ 150,714	$ 101,583	$ 123,967	$ 140,985
Facility Maintenance	$ 16,345	$ 6,655	$ 6,500	$ 6,405
Repairs & Maintenance	$ 24,366	$ 34,493	$ 28,805	$ 35,146
Services	$ 343,346	$ 325,415	$ 339,761	$ 370,696
Capital Outlay	$ 47,179	$ 25,800	$ -	$ -
Transfers	$ 1,609	$ -	$ -	$ -
Total	**$ 2,569,120**	**$ 2,647,655**	**$ 2,657,968**	**$ 2,851,692**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Chief of Police	1	1	1
Commander	2	2	2
Sergeant	3	5	5
Corporal	3	1	1
Investigator	4	4	4
Patrol Officer	15	16	17
PSO Supervisor	1	1	1
Dispatcher/PSO	5	5	5
Animal Control Officer	1	1	1
Code Enforcement Officer	0	0	1
Secretary	2	2	2
Reserve Officers - 6	Volunteers	Volunteers	Volunteers
Total	**37**	**38**	**40**





Mission

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

Description

- 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

- Hosted second Citizens' Police Academy class. (A10, A11, E3)
- Achieved accreditation through the Texas Best Practices Recognition Program. (A7, E1, E5)
- Increased community partnerships through community policing initiatives. (E3)
- Purchased equipment and implemented strategies to allocate BJA Congressional Appropriations funding. (A3, E1)
- Developed a new General Orders Manual for the Belton Police Department. (A2, A7)

Goals

- Implement police volunteer program, CHIPS - Citizens Helping in Police Service. (E1)
- Identify additional grant opportunities for police operations. (A3)
- Implement a physical fitness program for police personnel. (A2)
- Continue to increase community partnerships through community policing initiatives. (E3)
- Recruit and retain a well-trained and professional staff. (A7, E1)
- Conduct a space needs assessment of police facilities. (E1, E5)
- Maintain accreditation through Texas Recognition program. (A7, E1, E5)

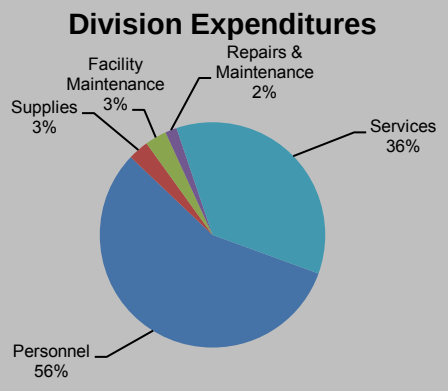
(Strategic Plan goal #)

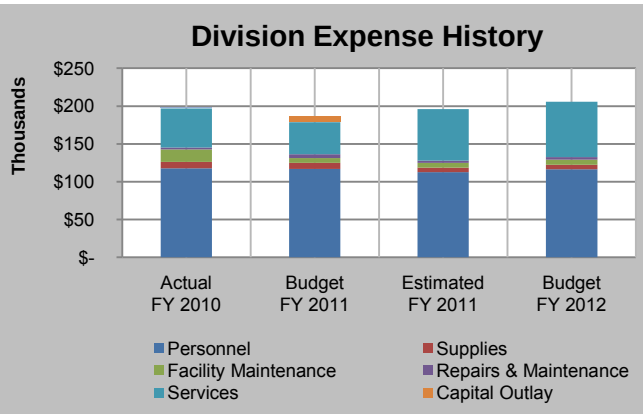
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 117,637	$ 116,756	$ 112,641	$ 116,433
Supplies	$ 8,484	$ 7,939	$ 5,860	$ 6,080
Facility Maintenance	$ 16,345	$ 6,655	$ 6,500	$ 6,405
Repairs & Maintenance	$ 2,809	$ 4,850	$ 3,030	$ 3,438
Services	$ 51,477	$ 42,359	$ 67,874	$ 73,550
Capital Outlay	$ -	$ 7,600	$ -	$ -
Transfers	$ 1,398	$ -	$ -	$ -
Total	**$ 198,150**	**$ 186,159**	**$ 195,905**	**$ 205,906**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
In Service Training Hours	2,806	2,500	2,750
Prof. Standards Investigations	15	12	14
Use of Force Incidents	55	59	58
Community Outreach	120	150	145





Police - Administration

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-051-101	Salaries-Administrative	$ 56,368	$ 58,731	$ 56,233	$ 58,721
01-4-051-104	Salaries-Operations	$ 30,418	$ 27,202	$ 26,208	$ 27,620
01-4-051-112	Longevity	$ 11	$ 48	$ 48	$ 48
01-4-051-114	Allowances	$ 6,600	$ 6,600	$ 6,600	$ 6,600
01-4-051-121	TMRS	$ 7,920	$ 7,325	$ 7,026	$ 6,345
01-4-051-122	FICA	$ 6,732	$ 6,577	$ 6,310	$ 6,609
01-4-051-123	Employee Insurance	$ 7,680	$ 8,446	$ 8,446	$ 8,920
01-4-051-124	Workers' Comp. Insurance	$ 1,474	$ 1,525	$ 1,468	$ 1,268
01-4-051-125	Unemployment Compensation	$ 434	$ 302	$ 302	$ 302
	Total Personnel	**$ 117,637**	**$ 116,756**	**$ 112,641**	**$ 116,433**
01-4-051-201	Office Supplies	$ 988	$ 1,200	$ 1,200	$ 1,200
01-4-051-202	Postage	$ 858	$ 1,025	$ 830	$ 730
01-4-051-205	Educational Supplies	$ 371	$ 1,834	$ 400	$ 750
01-4-051-220	Clothing Supplies	$ 196	$ 430	$ 430	$ 350
01-4-051-227	Janitorial Supplies	$ 1,529	$ 1,500	$ 1,500	$ 1,500
01-4-051-229	Tools & Other Supplies	$ 1,383	$ 1,050	$ 1,500	$ 1,550
01-4-051-250	Small Equipment	$ 3,157	$ 900	$ -	$ -
	Total Supplies	**$ 8,484**	**$ 7,939**	**$ 5,860**	**$ 6,080**
01-4-051-301	Building Maintenance	$ 9,122	$ 5,155	$ 5,000	$ 4,905
01-4-051-302	Heat & A/C Maintenance	$ 7,223	$ 1,500	$ 1,500	$ 1,500
	Total Facility Maintenance	**$ 16,345**	**$ 6,655**	**$ 6,500**	**$ 6,405**
01-4-051-402	Equipment Maintenance	$ -	$ 1,150	$ 130	$ -
01-4-051-406	Computer System Maintenance	$ 2,750	$ 3,700	$ 2,900	$ 3,438
01-4-051-407	Radio Maintenance	$ 59	$ -	$ -	$ -
	Total Repairs & Maintenance	**$ 2,809**	**$ 4,850**	**$ 3,030**	**$ 3,438**
01-4-051-501	Advertising & Public Notices	$ 471	$ 600	$ 400	$ 500
01-4-051-510	Dues & Publications	$ 1,381	$ 1,716	$ 1,716	$ 2,906
01-4-051-513	Travel & Training	$ 1,646	$ 1,116	$ 3,450	$ 3,400
01-4-051-521	Equipment Lease	$ 4,294	$ 3,687	$ 3,669	$ 4,309
01-4-051-553	Insurance-Law Enforcement Liab.	$ 921	$ 1,045	$ 892	$ 1,035
01-4-051-556	Insurance-Real Property	$ 1,246	$ 1,475	$ 1,676	$ 1,880
01-4-051-570	Special Services	$ 23,452	$ 14,290	$ 38,000	$ 40,620
01-4-051-581	Communication Services	$ 1,088	$ 1,205	$ 1,160	$ 1,140
01-4-051-582	Gas Service	$ 188	$ 200	$ 190	$ 200
01-4-051-583	Electric Service	$ 16,790	$ 17,025	$ 16,721	$ 17,560
	Total Services	**$ 51,477**	**$ 42,359**	**$ 67,874**	**$ 73,550**
01-4-051-802	Machinery & Equipment	$ -	$ 7,600	$ -	$ -
	Total Capital Outlay	**$ -**	**$ 7,600**	**$ -**	**$ -**
01-4-051-904	Transfer to Capital Equipment Fund	$ 1,398	$ -	$ -	$ -
	Total Transfers	**$ 1,398**	**$ -**	**$ -**	**$ -**
	Total Police - Administration	**$ 198,150**	**$ 186,159**	**$ 195,905**	**$ 205,906**

Police - Administration

Account Number	Description			Amount
01-4-051-205	**Educational Supplies**			
	- Citizen police academy supplies	$	500	
	- Other	$	250	**$ 750**
220	**Clothing Supplies**			
	- Uniform inventory	$	150	
	- "Citizens on Patrol" shirts & vests	$	200	**$ 350**
229	**Tools & Other Supplies**			
	- Awards & recognition	$	400	
	- U.S. and Texas flags	$	150	
	- Ice & other supplies	$	300	
	- Challenge coins	$	700	**$ 1,550**
301	**Building Maintenance**			
	- Re-key building locks	$	500	
	- Floor service	$	1,020	
	- Fire extinguishers	$	165	
	- Pest control	$	220	
	- Repair and maintenance of police and courts building	$	3,000	**$ 4,905**
302	**Heat & A/C Maintenance**			
	- Monthly service and minor repairs			**$ 1,500**
406	**Computer System Maintenance**			
	- Computer system support - 1/3	$	2,600	
	- Cisco Smartnet maintenance	$	313	
	-Antivirus updates	$	525	**$ 3,438**
501	**Advertising & Public Notices**			
	- Marketing	$	400	
	- Other	$	100	**$ 500**
510	**Dues & Publications**			
	- Texas Police Chiefs Association dues	$	280	
	- International Association of Chiefs of Police dues	$	120	
	- FBI National Academy Associates dues	$	90	
	- National Association of Town Watch	$	25	
	- Temple Daily Telegram subscription	$	121	
	- Local community organization dues	$	420	
	- TCLEOSE Data Distribution System license	$	630	
	- Texas Chief Recognition annual fee	$	1,200	
	- Belton Journal subscription	$	20	**$ 2,906**
513	**Travel & Training**			
	- International Association of Chief's of Police conference	$	1,800	
	- Texas Police Chiefs conference	$	800	
	- FBI National Academy Associates conference	$	800	**$ 3,400**
521	**Equipment Lease**			
	- Copier annual lease	$	3,309	
	- Additional copies	$	1,000	**$ 4,309**
570	**Special Services**			
	- Incarceration of prisoners at County jail	$	40,000	
	- Chaplain program	$	500	
	- Shooting range lease	$	120	**$ 40,620**
581	**Communication Services**			
	- Telephone & long distance			**$ 1,140**

Mission

To provide patrol and crime prevention services to the Community.

Description

- Responds to calls from the public requesting police emergency services.
- 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 Organized Crime Unit 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

- Hosted first Youth Police Academy program. (A10, A11, E3)
- Enhanced National Night Out and Neighborhood Watch programs. (A10, A11, E3)
- Trained all patrol staff in problem-orientated policing techniques and continued implementation of geographic policing model. (E1, E3)
- Continued to enhance School Resource Officer program and partnership with BISD. (A12, E4)
- Developed a Police Honor Guard unit and hosted Bell County Peace Officer Memorial Day. (E3)
- Partnered with the Bell County Sheriff's Office in a multi-agency SWAT team. (E4, E5)

Goals

- Train all patrol officers to play an active role in code enforcement and quality of life issues. (C2, E3)
- Identify and deliver training to officers that enhance officer safety and reduce injuries to officers and suspects. (E1)
- Research ways to effectively respond to growing traffic related issues. (E4, E5, E6)
- Expand uses and capabilities of police technology acquired in the past year. (E2)

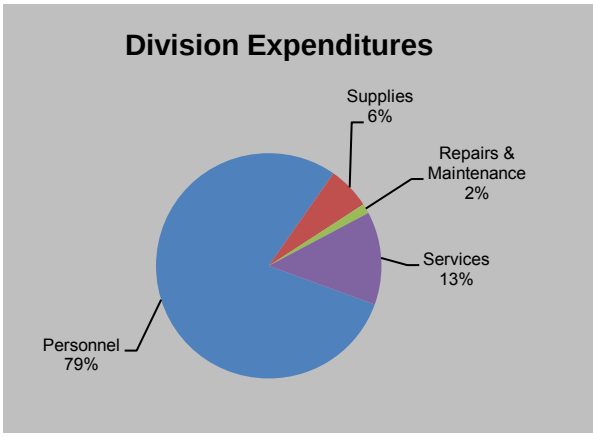
(Strategic Plan goal #)

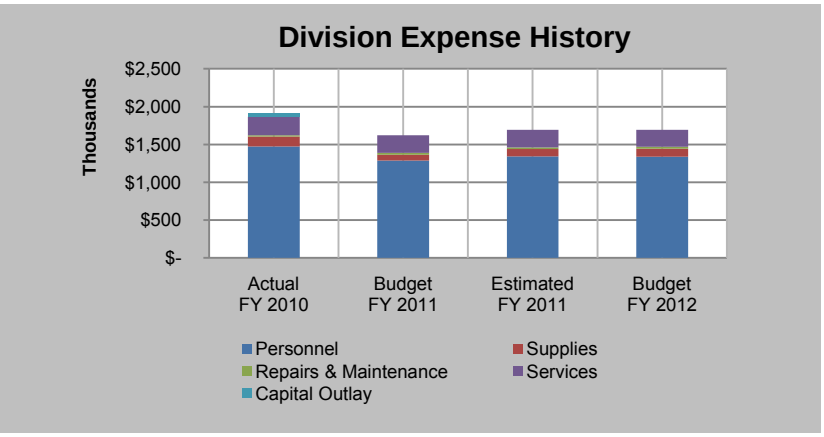
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 1,475,250	$ 1,287,611	$ 1,341,448	$ 1,339,878
Supplies	$ 127,996	$ 76,306	$ 96,130	$ 103,480
Repairs & Maintenance	$ 17,713	$ 24,361	$ 22,925	$ 23,700
Services	$ 243,862	$ 232,240	$ 230,646	$ 225,640
Capital Outlay	$ 47,179	$ -	$ -	$ -
Total	**$ 1,912,000**	**$ 1,620,518**	**$ 1,691,149**	**$ 1,692,698**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Calls for Service	30,400	36,740	37,000
Escorts	462	431	450
Citations Issued	4,050	3,019	4,600
Arrests	625	1,248	1,000
Alarms Responded To	1,100	1,222	1,200
Disturbance Calls	1,150	692	1,000
Accidents	1,035	1,303	1,400
Ambulance Assists	584	467	500
House Watches	535	620	700
Offense Reports	2,250	3,019	2,900





Police - Operations

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-052-101	Salaries-Administrative	$ 22,526	$ 23,447	$ 22,472	$ 23,443
01-4-052-103	Salaries-Supervisory	$ 348,635	$ 303,840	$ 306,850	$ 309,541
01-4-052-104	Salaries-Operations	$ 749,211	$ 634,671	$ 635,565	$ 593,362
01-4-052-107	Salaries-Overtime	$ 14,554	$ 17,868	$ 47,121	$ 45,145
01-4-052-112	Longevity	$ 5,160	$ 5,448	$ 5,448	$ 5,064
01-4-052-113	Health Insurance Allowance	$ 18,583	$ -	$ -	$ -
01-4-052-114	Allowances	$ 1,380	$ 1,620	$ 1,620	$ 1,620
01-4-052-121	TMRS	$ 98,767	$ 84,012	$ 86,800	$ 71,847
01-4-052-122	FICA	$ 86,184	$ 75,453	$ 77,959	$ 74,830
01-4-052-123	Employee Insurance	$ 96,108	$ 107,671	$ 122,838	$ 124,152
01-4-052-124	Workers' Comp. Insurance	$ 27,651	$ 29,376	$ 30,381	$ 23,851
01-4-052-125	Unemployment Compensation	$ 6,493	$ 4,205	$ 4,394	$ 4,205
01-4-052-150	New Personnel Requests	$ -	$ -		$ 62,818
	Total Personnel	**$ 1,475,250**	**$ 1,287,611**	**$ 1,341,448**	**$ 1,339,878**
01-4-052-201	Office Supplies	$ 2,502	$ 2,500	$ 2,500	$ 2,330
01-4-052-205	Educational Supplies	$ 1,364	$ 3,100	$ 1,500	$ 2,250
01-4-052-220	Clothing Supplies	$ 24,422	$ 15,396	$ 9,350	$ 7,100
01-4-052-222	Fuel	$ 43,170	$ 45,760	$ 75,230	$ 82,750
01-4-052-229	Tools & Other Supplies	$ 8,848	$ 9,550	$ 7,550	$ 9,050
01-4-052-250	Small Equipment	$ 47,690	$ -	$ -	$ -
	Total Supplies	**$ 127,996**	**$ 76,306**	**$ 96,130**	**$ 103,480**
01-4-052-402	Equipment & Machinery Maint.	$ 291	$ 200	$ 275	$ 300
01-4-052-403	Vehicle Maintenance	$ 14,680	$ 20,651	$ 20,650	$ 18,000
01-4-052-406	Computer System Maintenance	$ 945	$ 1,000	$ 1,000	$ 2,425
01-4-052-407	Radio Maintenance	$ 1,797	$ 2,510	$ 1,000	$ 2,975
	Total Repairs & Maintenance	**$ 17,713**	**$ 24,361**	**$ 22,925**	**$ 23,700**
01-4-052-510	Dues & Publications	$ 1,079	$ 525	$ 525	$ 525
01-4-052-513	Travel & Training	$ 11,158	$ 12,450	$ 15,000	$ 22,000
01-4-052-553	Insurance-Law Enforcement Liab.	$ 10,875	$ 9,380	$ 8,028	$ 9,285
01-4-052-554	Insurance-Automobile	$ 6,351	$ 7,195	$ 5,110	$ 6,085
01-4-052-555	Insurance - Mobile Equipment	$ -	$ -	$ 13	$ 15
01-4-052-570	Special Services	$ 255	$ 1,700	$ 1,500	$ 800
01-4-052-571	Bell County Communications	$ 209,218	$ 196,330	$ 196,300	$ 183,520
01-4-052-572	Cadet Training Expenses	$ 1,741	$ 1,500	$ 1,000	$ 1,500
01-4-052-581	Communication Services	$ 3,185	$ 3,160	$ 3,170	$ 1,910
	Total Services	**$ 243,862**	**$ 232,240**	**$ 230,646**	**$ 225,640**
01-4-052-802	Machinery & Equipment	$ 8,445	$ -	$ -	$ -
01-4-052-803	Vehicles	$ 38,734	$ -	$ -	$ -
	Total Capital Outlay	**$ 47,179**	**$ -**	**$ -**	**$ -**
	Total Police - Operations	**$ 1,912,000**	**$ 1,620,518**	**$ 1,691,149**	**$ 1,692,698**

Police - Operations

Account Number	Description			Amount
01-4-052-150	**New Personnel Requests**			
	- New patrol officer	$	47,870	
	- Incentive pay increase	$	14,948	**$ 62,818**
201	**Office Supplies**			
	- Typewriter ribbons & correction tapes	$	30	
	- Business cards	$	300	
	- Paper	$	500	
	- Printer cartridges	$	1,000	
	- Other office supplies	$	500	**$ 2,330**
205	**Educational Supplies**			
	- National Night Out handouts	$	1,500	
	- School and special event handouts	$	750	**$ 2,250**
220	**Clothing Supplies**			
	- Uniform inventory - 22	$	3,000	
	- Protective vests with carriers	$	2,400	
	- Uniforms for new hires	$	1,200	
	- Uniforms for Honor Guard	$	500	**$ 7,100**
229	**Tools & Other Supplies**			
	- DPS forms	$	250	
	- Ammunition and targets	$	6,200	
	- Printed forms	$	400	
	- Batteries, audio, & video tapes	$	800	
	- Fingerprint kits	$	500	
	- Drug test kits	$	600	
	- Pepper spray	$	300	**$ 9,050**
406	**Computer System Maintenance**			
	- Antivirus updates	$	1,425	
	- General repairs & maintenance	$	1,000	**$ 2,425**
407	**Radio Maintenance**			
	- P7250 charger	$	300	
	- P7250 microphones	$	675	
	- Other repairs & maintenance	$	2,000	**$ 2,975**
510	**Dues & Publications**			
	- Crime prevention dues	$	25	
	- Local community organization dues	$	500	**$ 525**
513	**Travel & Training**			
	- Patrol officer training - 22 staff			**$ 22,000**
570	**Special Services**			
	- Wrecker fees/seizures			**$ 800**
571	**Bell County Communications**			
	- City's share of county-wide radio & dispatch system			**$ 183,520**

Mission

To investigate all criminal cases reported to the Police Department, answer non-emergency calls for service, coordinate training for all staff, and serve as custodian of police records and evidence.

Description

- 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.
- Answers all non-emergency calls for service and handles walk-in customer service.
- Serves as custodian of police records.
- Coordinates training for all police department staff and maintains training records in compliance with TCLEOSE rules.

Accomplishments

- Enhanced relationships with other law enforcement agencies. (A12, E4)
- Increased the clearance rate on criminal cases.
- Cross trained all civilian staff in order to maximize job knowledge and prevent gaps in service. (A2, E1)
- Conducted training assessment of all staff to insure that minimum TCLEOSE requirements are met. (A2, E1)
- Devoted an investigator full-time to the Bell County Organized Crime Unit. (E4)

Goals

- Assign a civilian employee to assist with evidence room management.
- Increase the clearance rate on criminal cases.
- Develop crime analysis techniques and research software options. (E2)

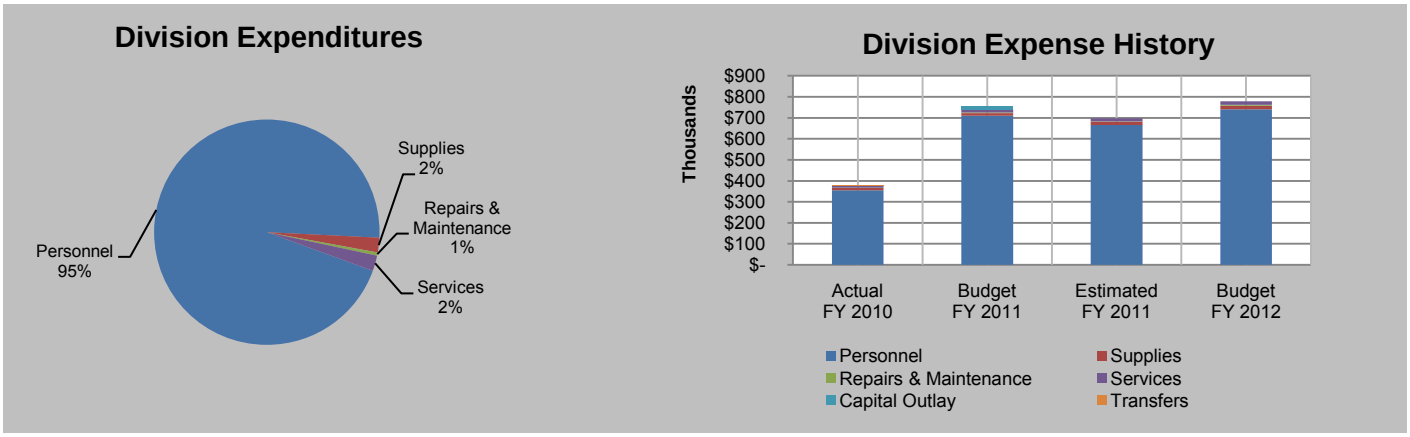
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 354,456	$ 709,359	$ 665,522	$ 741,294
Supplies	$ 10,671	$ 12,963	$ 15,422	$ 16,455
Repairs & Maintenance	$ 2,593	$ 2,950	$ 1,750	$ 3,575
Services	$ 8,876	$ 14,383	$ 14,870	$ 17,173
Capital Outlay	$ -	$ 18,200	$ -	$ -
Transfers	$ 212	$ -	$ -	$ -
Total	**$ 376,807**	**$ 757,855**	**$ 697,564**	**$ 778,497**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Sexual Assault	14	26	15
Attempted Murder/Murder	0	0	0
Robbery	17	8	12
Assault	669	479	475
Auto Theft	6	6	10
Burglaries	270	156	175
Theft Over $1500	22	24	25
Forgery	42	109	75
Injury to Child/Neglect	17	12	15
Kidnapping	0	2	0
Criminal Mischief	208	295	250
Juvenile Detention	49	41	45
Narcotics	160	88	100
Cases Assigned	810	927	950
Cases Cleared	720	415	650



Police - Support Services

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-053-101	Salaries-Administrative	$ 22,526	$ 23,447	$ 22,472	$ 23,443
01-4-053-103	Salaries-Supervisory	$ 65,138	$ 114,934	$ 112,934	$ 115,552
01-4-053-104	Salaries-Operations	$ 180,316	$ 384,844	$ 342,576	$ 391,980
01-4-053-107	Salaries-Overtime	$ 5,017	$ 8,236	$ 21,286	$ 23,845
01-4-053-112	Longevity	$ 2,856	$ 3,864	$ 3,864	$ 4,008
01-4-053-113	Health Insurance Allowance	$ 74	$ -	$ -	$ -
01-4-053-114	Allowances	$ 1,930	$ 1,920	$ 1,920	$ 2,340
01-4-053-121	TMRS	$ 23,553	$ 46,874	$ 43,018	$ 41,218
01-4-053-122	FICA	$ 20,365	$ 42,097	$ 38,636	$ 42,929
01-4-053-123	Employee Insurance	$ 26,196	$ 69,895	$ 64,616	$ 73,873
01-4-053-124	Workers' Comp. Insurance	$ 5,398	$ 10,744	$ 9,502	$ 9,038
01-4-053-125	Unemployment Compensation	$ 1,087	$ 2,504	$ 2,315	$ 2,504
01-4-053-150	New Personnel Requests	$ -	$ -	$ 2,383	$ 10,564
	Total Personnel	**$ 354,456**	**$ 709,359**	**$ 665,522**	**$ 741,294**
01-4-053-201	Office Supplies	$ 1,578	$ 2,150	$ 2,000	$ 2,000
01-4-053-220	Clothing Supplies	$ 1,903	$ 3,308	$ 1,882	$ 1,040
01-4-053-222	Fuel	$ 5,285	$ 6,010	$ 10,645	$ 11,710
01-4-053-229	Tools & Other Supplies	$ 1,406	$ 1,495	$ 895	$ 1,705
01-4-053-250	Small Equipment	$ 499	$ -	$ -	$ -
	Total Supplies	**$ 10,671**	**$ 12,963**	**$ 15,422**	**$ 16,455**
01-4-053-403	Vehicle Maintenance	$ 1,784	$ 2,200	$ 1,000	$ 2,000
01-4-053-406	Computer System Maintenance	$ 800	$ 650	$ 650	$ 1,475
01-4-053-407	Radio Maintenance	$ 9	$ 100	$ 100	$ 100
	Total Repairs & Maintenance	**$ 2,593**	**$ 2,950**	**$ 1,750**	**$ 3,575**
01-4-053-510	Dues & Publications	$ 1,226	$ 1,843	$ 1,843	$ 1,843
01-4-053-513	Travel & Training	$ 2,524	$ 6,900	$ 7,500	$ 7,500
01-4-053-553	Insurance-Law Enforcement Liab.	$ 2,187	$ 2,475	$ 2,119	$ 2,450
01-4-053-554	Insurance-Automobile	$ 1,003	$ 1,115	$ 1,318	$ 1,450
01-4-053-581	Communication Services	$ 1,935	$ 2,050	$ 2,090	$ 3,930
	Total Services	**$ 8,876**	**$ 14,383**	**$ 14,870**	**$ 17,173**
01-4-053-803	Vehicles	$ -	$ 18,200	$ -	$ -
	Total Capital Outlay	**$ -**	**$ 18,200**	**$ -**	**$ -**
01-4-053-904	Transfer to Capital Equipment Fund	$ 212	$ -	$ -	$ -
	Total Transfers	**$ 212**	**$ -**	**$ -**	**$ -**
	Total Police - Support Services	**$ 376,807**	**$ 757,855**	**$ 697,564**	**$ 778,497**

Police - Support Services

Account Number	DESCRIPTION			AMOUNT	
01-4-053-150	**New Personnel Requests**				
	- Incentive pay increases			**$**	**10,564**
201	**Office Supplies**				
	- Printer cartridges	$	500		
	- Printer paper	$	500		
	- CDs and DVDs	$	300		
	- Other	$	700	**$**	**2,000**
220	**Clothing Supplies**				
	- PSO shirts	$	540		
	- Uniform inventory	$	500	**$**	**1,040**
229	**Tools & Other Supplies**				
	- Ninhydrin spray	$	100		
	- Evidence supplies	$	1,200		
	- Drug test kits	$	80		
	- Rubber gloves	$	75		
	- Hazardous waste container	$	100		
	- Gunshot residue kits	$	50		
	- Batteries, video & audio tapes	$	100	**$**	**1,705**
510	**Dues & Publications**				
	- Local community organization dues	$	708		
	- Bell County map book	$	35		
	- Leads-on-Line subscription	$	1,100	**$**	**1,843**
513	**Travel & Training**				
	- Sex offender characteristics seminar	$	500		
	- Public Service Officer training - 6 staff	$	3,000		
	- Detective training and travel - 4 staff	$	4,000	**$**	**7,500**

Mission

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

Description

- Provides pickup and transport of stray animals within the City limits.
- Provides disposal of dead animals within the City limits.
- Follows though 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

- Continued to educate citizens about State and City laws involving pet ownership. (A10, E3)
- Collaborated with Bell County in planning for the construction of a publicly owned animal control facility in Belton. (A12, E4)
- Rebuilt the dog kennel at the Police Department. (E1)
- Adopted a local ordinance that protects the public by banning vicious animals. (E4)
- Partnered with Bell County on a pet adoption program while a new shelter was under construction. (A12, E4)

Goals

- Resurface the paved area around the dog kennel. (E1)
- Continue to work with Bell County in the opening of the new animal control shelter. (A12, E4, F2)
- Continue to promote pet adoptions to reduce euthanasia of abandoned pets. (A10)

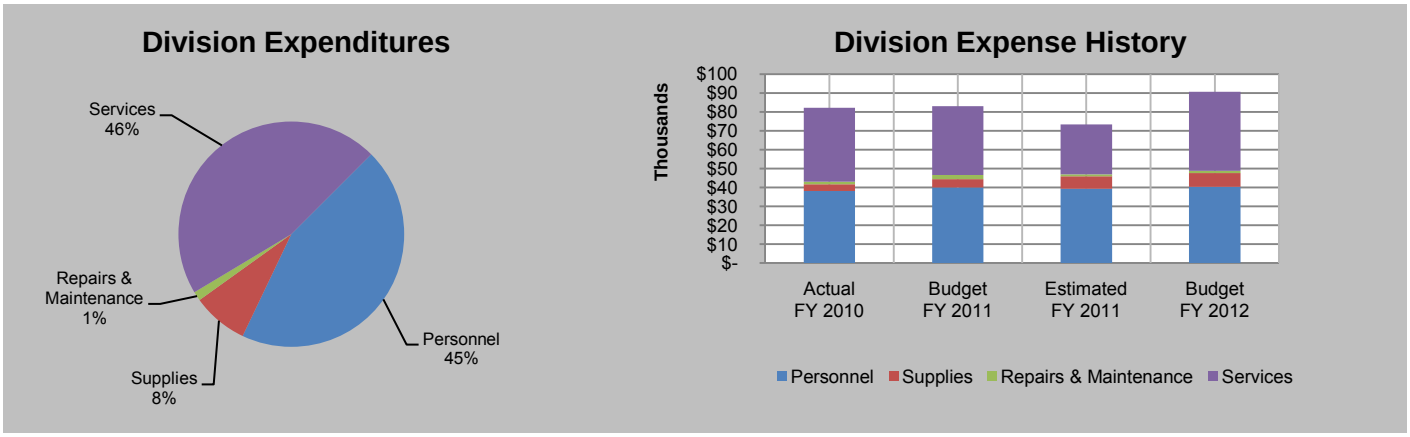
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 38,216	$ 39,983	$ 39,324	$ 40,455
Supplies	$ 3,563	$ 4,375	$ 6,555	$ 7,250
Repairs & Maintenance	$ 1,251	$ 2,332	$ 1,100	$ 1,200
Services	$ 39,131	$ 36,433	$ 26,371	$ 41,810
Total	**$ 82,163**	**$ 83,123**	**$ 73,350**	**$ 90,715**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Calls Received	1,684	1,854	1,800
Animals Picked Up-Dogs	383	321	350
Animals Picked Up-Cats	556	420	500
Dead Animals Picked Up	248	295	300
Citations Issued	24	15	25
Traps Lent Out	93	117	100
Animals Disposed Of	191	171	185



Police - Animal Control

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-054-104	Salaries-Operations	$ 27,879	$ 28,735	$ 28,180	$ 29,099
01-4-054-114	Allowances	$ 455	$ 420	$ 420	$ 420
01-4-054-121	TMRS	$ 2,402	$ 2,484	$ 2,436	$ 2,168
01-4-054-122	FICA	$ 2,160	$ 2,230	$ 2,188	$ 2,258
01-4-054-123	Employee Insurance	$ 4,579	$ 5,279	$ 5,279	$ 5,575
01-4-054-124	Workers' Comp. Insurance	$ 552	$ 646	$ 632	$ 746
01-4-054-125	Unemployment Compensation	$ 189	$ 189	$ 189	$ 189
	Total Personnel	**$ 38,216**	**$ 39,983**	**$ 39,324**	**$ 40,455**
01-4-054-201	Office Supplies	$ 193	$ 130	$ 150	$ 150
01-4-054-220	Clothing Supplies	$ -	$ 135	$ 200	$ 350
01-4-054-221	Chemical Supplies	$ 280	$ 465	$ 400	$ 425
01-4-054-222	Fuel	$ 3,030	$ 3,265	$ 5,205	$ 5,730
01-4-054-229	Tools & Other Supplies	$ 61	$ 380	$ 600	$ 595
01-4-054-250	Small Equipment				
	Total Supplies	**$ 3,563**	**$ 4,375**	**$ 6,555**	**$ 7,250**
01-4-054-402	Equipment & Machinery Maintenance	$ 520	$ 1,432	$ 500	$ 500
01-4-054-403	Vehicle Maintenance	$ 717	$ 900	$ 600	$ 600
01-4-054-406	Computer System Maintenance	$ 15	$ -	$ -	$ -
01-4-054-407	Radio Maintenance	$ -	$ -	$ -	$ 100
	Total Repairs & Maintenance	**$ 1,251**	**$ 2,332**	**$ 1,100**	**$ 1,200**
01-4-054-513	Travel & Training	$ 444	$ 500	$ 800	$ 800
01-4-054-550	Insurance-General Liability	$ 208	$ 240	$ 27	$ 30
01-4-054-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 50
01-4-054-553	Insurance-Law Enforcement Liab.	$ 115	$ 130	$ 112	$ 130
01-4-054-554	Insurance-Automobile	$ 181	$ 220	$ 172	$ 220
01-4-054-570	Special Services	$ 37,932	$ 35,068	$ 25,000	$ 40,320
01-4-054-581	Communication Services	$ 252	$ 275	$ 260	$ 260
	Total Services	**$ 39,131**	**$ 36,433**	**$ 26,371**	**$ 41,810**
	Total Police - Animal Control	**$ 82,163**	**$ 83,123**	**$ 73,350**	**$ 90,715**

Police - Animal Control

Account Number	Description			Amount
01-4-054-201	**Office Supplies**			
	- Printed forms	$	100	
	- General office supplies	$	50	**$ 150**
220	**Clothing Supplies**			
	- Uniform inventory			**$ 350**
221	**Chemical Supplies**			
	- Tranquilizer darts	$	200	
	- Chemicals for tranquilizing animals	$	200	
	- Miscellaneous chemical supplies	$	25	**$ 425**
229	**Tools & Other Supplies**			
	- Cleaning supplies	$	100	
	- Camera	$	150	
	- EZ Nabbers	$	125	
	- Canine catch pole	$	120	
	- Small animal carriers	$	100	**$ 595**
402	**Equipment & Machinery Maintenance**			
	- Other repairs & maintenance			**$ 500**
570	**Special Services**			
	- Impound fees for cats & dogs	$	40,000	
	- Rabies booster shot - officer	$	200	
	- Rabies testing & veterinarian services	$	120	**$ 40,320**

Mission

To enforce City ordinances in order to ensure safe residential and commercial structures, and create a healthy, safe environment for citizens.

Description

- 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.
- Gathers evidence and prepares cases for prosecution purposes in junked vehicle, and other City ordinance cases.
- Removes unsafe structures either through rehabilitation or condemnation.

Accomplishments

- Aggressively pursued non-compliance issues in Municipal Court. (C2, C4)
- Enhanced community appearance through continued code enforcement efforts. (C2, C4)

Goals

- Develop an effective code enforcement program that focuses on quality of life and works in cooperation with police operations. (C2, C4, E1, E3)
- Continue to aggressively pursue non-compliance issues in Municipal Court. (C2, C4)

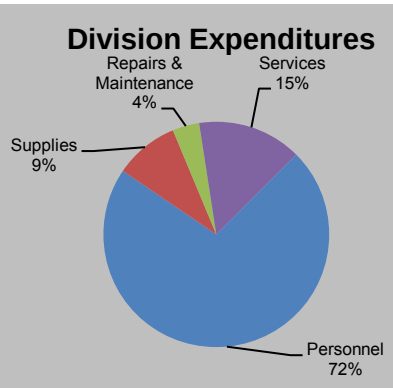
(Strategic Plan goal #)

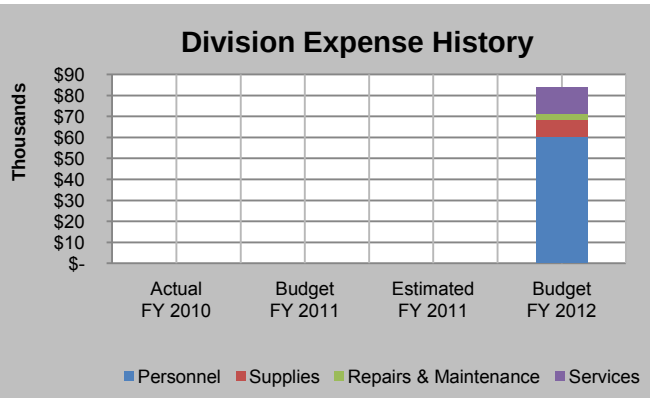
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ -	$ -	$ 60,400
Supplies	$ -	$ -	$ -	$ 7,720
Repairs & Maintenance	$ -	$ -	$ -	$ 3,233
Services	$ -	$ -	$ -	$ 12,523
Total	**$ -**	**$ -**	**$ -**	**$ 83,876**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Abatement of Junk Vehicles	356	211	221
Abatement of Weedy Lots	2,129	1,164	1,222
Dilapidated Structures	16	4	5





Police - Code Enforcement

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-055-104	Salaries-Operations	$ -	$ -	$ -	$ 47,243
01-4-055-121	TMRS	$ -	$ -	$ -	$ 3,470
01-4-055-122	FICA	$ -	$ -	$ -	$ 3,614
01-4-055-123	Employee Insurance	$ -	$ -	$ -	$ 5,575
01-4-055-124	Workers' Comp. Insurance	$ -	$ -	$ -	$ 309
01-4-055-125	Unemployment Compensation	$ -	$ -	$ -	$ 189
	Total Personnel	**$ -**	**$ -**	**$ -**	**$ 60,400**
01-4-055-201	Office Supplies	$ -	$ -	$ -	$ 600
01-4-055-202	Postage	$ -	$ -	$ -	$ 4,080
01-4-055-222	Fuel	$ -	$ -	$ -	$ 2,860
01-4-055-229	Tools & Other Supplies	$ -	$ -	$ -	$ 180
	Total Supplies	**$ -**	**$ -**	**$ -**	**$ 7,720**
01-4-055-403	Vehicle Maintenance	$ -	$ -	$ -	$ 250
01-4-055-406	Computer System Maintenance	$ -	$ -	$ -	$ 2,900
01-4-055-407	Radio Maintenance	$ -	$ -	$ -	$ 83
	Total Repairs & Maintenance	**$ -**	**$ -**	**$ -**	**$ 3,233**
01-4-055-510	Dues & Publications	$ -	$ -	$ -	$ 216
01-4-055-513	Travel & Training	$ -	$ -	$ -	$ 900
01-4-055-554	Insurance-Automobile	$ -	$ -	$ -	$ 227
01-4-055-571	Demolition & Cleanup	$ -	$ -	$ -	$ 10,000
01-4-055-581	Communication Services	$ -	$ -	$ -	$ 1,180
	Total Services	**$ -**	**$ -**	**$ -**	**$ 12,523**
	Total Police - Code Enforcement	**$ -**	**$ -**	**$ -**	**$ 83,876**
	Total Police	**$ 2,569,120**	**$ 2,647,655**	**$ 2,657,968**	**$ 2,851,692**

Police - Code Enforcement

Account Number	Description			Amount
01-4-055-201	**Office Supplies**			
	- Copy paper	$	100	
	- Letterhead	$	100	
	- Ink cartridges	$	100	
	- General office supplies	$	300	**$ 600**
229	**Tools & Other Supplies**			
	- Other supplies			**$ 180**
406	**Computer System Maintenance**			
	- iWorqs annual software license	$	2,800	
	- Antivirus updates	$	100	**$ 2,900**
510	**Dues & Publications**			
	- Code enforcement license renewal & dues			**$ 216**
513	**Travel & Training**			
	- Code enforcement training			**$ 900**
571	**Demolition/Cleanup**			
	- Demolition of dilapidated structures			**$ 10,000**

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Fire department is comprised of two divisions:

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

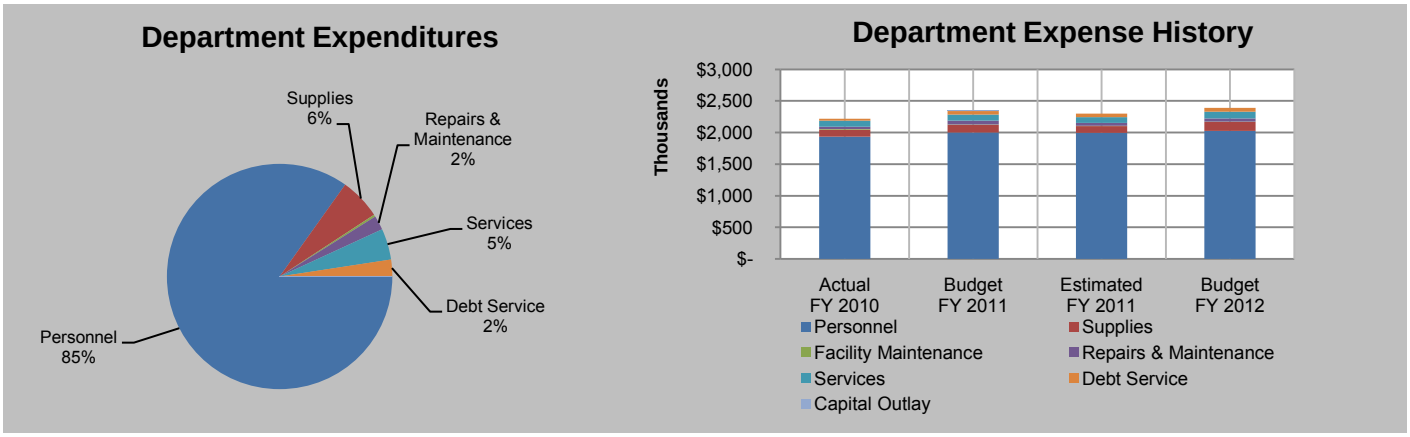
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 1,935,066	$ 2,000,926	$ 1,994,501	$ 2,026,731
Supplies	$ 112,519	$ 121,627	$ 105,680	$ 141,350
Facility Maintenance	$ 8,371	$ 6,950	$ 7,050	$ 7,150
Repairs & Maintenance	$ 34,220	$ 56,322	$ 45,300	$ 48,581
Services	$ 99,406	$ 98,619	$ 90,752	$ 106,761
Debt Service	$ 27,619	$ 57,629	$ 57,629	$ 57,629
Capital Outlay	$ -	$ 10,000	$ -	$ -
Transfers	$ -	$ 3,500	$ -	$ -
Total	**$ 2,217,200**	**$ 2,355,573**	**$ 2,300,912**	**$ 2,388,202**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Fire Chief	1	1	1
Assistant Fire Chief	1	1	1
Captain	3	3	3
Lieutenant	3	3	3
Firefighter/EMS	18	24	24
Secretary	1	1	1
Total	**27**	**33**	**33**



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

- 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.
- 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

- Conducted necessary emergency management exercises to comply with the Governor's Division of Emergency Management. (E6)
- Purchased rescue boat and trained seven firefighters in boat operations. (E1)
- Conducted a 40 hour course in which all firefighters were trained in vertical rescue operations and three firefighters were trained as instructors. (A7)
- Conducted fire extinguisher training with all City departments. (A7)

Goals

- Adopt 2009 International Fire Code.
- Recruit and strive to retain volunteer personnel and encourage their active role in day to day operations. (A10, E3)
- Review status of ISO rating and prepare for rating renewal process. (E1)
- Obtain grant funding for training and equipment. (A3, E1)
- Enter location and data for all fire hydrants within the City into the GIS system and hydrant manuals. (E1, E2)

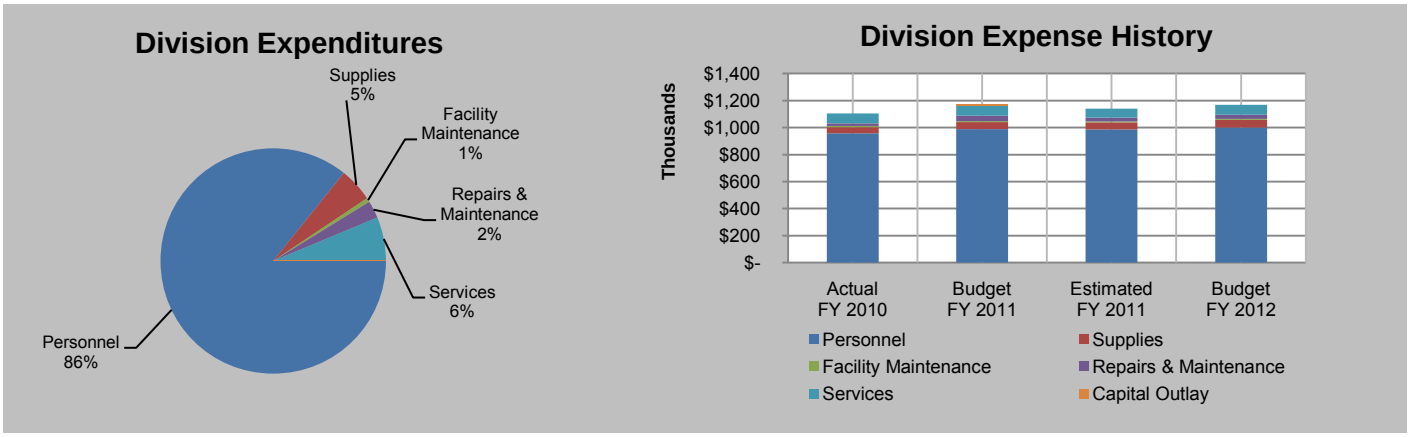
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 956,827	$ 989,299	$ 986,478	$ 1,001,161
Supplies	$ 46,085	$ 51,688	$ 50,810	$ 56,520
Facility Maintenance	$ 8,371	$ 6,950	$ 7,050	$ 7,150
Repairs & Maintenance	$ 20,713	$ 40,024	$ 28,800	$ 29,061
Services	$ 72,901	$ 72,553	$ 67,621	$ 73,526
Capital Outlay	$ -	$ 10,000	$ -	$ -
Transfers	$ -	$ 3,500	$ -	$ -
Total	**$ 1,104,897**	**$ 1,174,014**	**$ 1,140,759**	**$ 1,167,418**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Residential Fires	28	25	30
Commercial/Industrial Fires	1	1	1
Grass Fires	44	108	112
Car Fires	20	28	34
Good Intent	40	45	54
EMS Assists	1,505	760	912
False Alarms	260	160	192
Other Calls/Spills/HazMat	12	11	13
Fire Investigations	20	31	38
Fire Inspections	180	57	68
Courtesy Inspections	325	214	246
Total Calls	2,435	1,440	1,700



Fire - Suppression

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-061-101	Salaries-Administrative	$ 55,698	$ 56,112	$ 55,565	$ 56,111
01-4-061-103	Salaries-Supervisory	$ 192,896	$ 192,209	$ 190,438	$ 194,641
01-4-061-104	Salaries-Operations	$ 482,367	$ 481,343	$ 476,029	$ 491,026
01-4-061-107	Salaries-Overtime	$ 9,631	$ 17,607	$ 22,607	$ 23,500
01-4-061-109	Salaries-Other	$ 2,560	$ 4,800	$ 6,000	$ 4,000
01-4-061-112	Longevity	$ 4,696	$ 5,592	$ 5,592	$ 4,632
01-4-061-113	Health Insurance Allowance	$ 3,946	$ -	$ -	$ -
01-4-061-114	Allowances	$ 420	$ 420	$ 420	$ 420
01-4-061-121	TMRS	$ 63,576	$ 64,591	$ 63,937	$ 56,581
01-4-061-122	FICA	$ 55,233	$ 58,009	$ 57,425	$ 58,930
01-4-061-123	Employee Insurance	$ 67,031	$ 87,631	$ 87,631	$ 92,550
01-4-061-124	Workers' Comp. Insurance	$ 15,409	$ 17,848	$ 17,697	$ 15,633
01-4-061-125	Unemployment Compensation	$ 3,365	$ 3,137	$ 3,137	$ 3,137
	Total Personnel	**$ 956,827**	**$ 989,299**	**$ 986,478**	**$ 1,001,161**
01-4-061-201	Office Supplies	$ 1,673	$ 1,500	$ 1,500	$ 1,500
01-4-061-202	Postage	$ 120	$ 130	$ 155	$ 140
01-4-061-205	Educational Supplies	$ 355	$ 1,850	$ 350	$ 1,196
01-4-061-220	Clothing Supplies	$ 16,185	$ 21,208	$ 20,000	$ 23,294
01-4-061-221	Chemical Supplies	$ 190	$ 900	$ 400	$ 1,060
01-4-061-222	Fuel	$ 14,836	$ 15,675	$ 21,805	$ 23,980
01-4-061-227	Janitorial Supplies	$ 3,267	$ 3,300	$ 3,000	$ 3,000
01-4-061-229	Tools & Other Supplies	$ 2,910	$ 3,305	$ 3,600	$ 2,350
01-4-061-250	Small Equipment	$ 6,548	$ 3,820	$ -	$ -
	Total Supplies	**$ 46,085**	**$ 51,688**	**$ 50,810**	**$ 56,520**
01-4-061-301	Building Maintenance	$ 4,131	$ 3,732	$ 3,600	$ 3,700
01-4-061-302	Heat & A/C Maintenance	$ 3,112	$ 2,718	$ 3,000	$ 3,000
01-4-061-311	Fire Hydrant Maintenance	$ 1,128	$ 500	$ 450	$ 450
	Total Facility Maintenance	**$ 8,371**	**$ 6,950**	**$ 7,050**	**$ 7,150**
01-4-061-402	Equipment & Machinery Maint.	$ 5,872	$ 8,475	$ 8,400	$ 7,836
01-4-061-403	Vehicle Maintenance	$ 11,352	$ 29,049	$ 16,000	$ 15,900
01-4-061-406	Computer System Maintenance	$ 1,270	$ 1,400	$ 1,400	$ 3,325
01-4-061-407	Radio Maintenance	$ 2,218	$ 1,100	$ 3,000	$ 2,000
	Total Repairs & Maintenance	**$ 20,713**	**$ 40,024**	**$ 28,800**	**$ 29,061**
01-4-061-510	Dues & Publications	$ 2,266	$ 3,888	$ 3,700	$ 3,815
01-4-061-513	Travel & Training	$ 11,839	$ 11,218	$ 12,000	$ 13,050
01-4-061-521	Equipment Lease	$ 2,474	$ 3,000	$ 2,700	$ 2,726
01-4-061-550	Insurance-General Liability	$ 900	$ 1,042	$ 1,292	$ 1,255
01-4-061-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 2,330
01-4-061-554	Insurance-Automobile	$ 4,854	$ 5,550	$ 4,873	$ 5,630
01-4-061-555	Insurance-Mobile Equipment	$ 22	$ 30	$ 22	$ 30
01-4-061-556	Insurance-Real Property	$ 2,854	$ 3,305	$ 2,825	$ 3,285
01-4-061-570	Special Services	$ 3,679	$ -	$ -	$ -
01-4-061-571	Volunteer Pension Fund	$ 1,875	$ 1,875	$ 1,875	$ 1,875
01-4-061-581	Communication Services	$ 7,092	$ 7,465	$ 6,260	$ 5,850
01-4-061-582	Gas Service	$ 3,650	$ 3,820	$ 3,235	$ 3,400
01-4-061-583	Electric Service	$ 31,397	$ 31,360	$ 28,839	$ 30,280
	Total Services	**$ 72,901**	**$ 72,553**	**$ 67,621**	**$ 73,526**

Fire - Suppression Continued

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-061-802	Machinery & Equipment	$ -	$ 10,000	$ -	$ -
	Total Capital Outlay	**$ -**	**$ 10,000**	**$ -**	**$ -**
01-4-061-904	Transfer to Capital Equipment Fund	$ -	$ 3,500	$ -	$ -
	Total Transfers	**$ -**	**$ 3,500**	**$ -**	**$ -**
	Total Fire - Suppression	**$ 1,104,897**	**$ 1,174,014**	**$ 1,140,759**	**$ 1,167,418**

Fire - Suppression

Account Number	Description			Amount
01-4-061-201	**Office Supplies**			
	- Inspection forms - 1,000	$	175	
	- Printer cartridges	$	500	
	- Paper	$	400	
	- Other office supplies	$	425	**$ 1,500**
205	**Educational Supplies**			
	- Stickers	$	60	
	- Hats	$	298	
	- Magnets	$	315	
	- Smoke alarm checklist	$	98	
	- Pop-up fire truck	$	425	**$ 1,196**
220	**Clothing Supplies**			
	- Regular replacement of turnout gear - 3	$	5,400	
	- Emergency replacement of turnout gear - 1	$	2,200	
	- Annual turnout gear testing and repair - 23	$	5,600	
	- Swift water gear - 2	$	2,000	
	- Winter coats - 5	$	550	
	- Patches and flags	$	1,664	
	- Uniforms	$	4,600	
	- Other gear replacement	$	1,280	**$ 23,294**
221	**Chemical Supplies**			
	- Fire fighting foam	$	160	
	- Absorbent	$	900	**$ 1,060**
229	**Tools & Other Supplies**			
	- Ice	$	900	
	- Fire inspection forms	$	180	
	- Flashlights - 5	$	250	
	- Batteries	$	500	
	- Vehicle wash brushes - 4	$	220	
	- Other supplies	$	300	**$ 2,350**
311	**Fire Hydrant Maintenance**			
	- Metal ID tags	$	100	
	- Paint and color-code fire hydrants	$	350	**$ 450**
402	**Equipment & Machinery Maintenance**			
	- Air cascade system maintenance agreement	$	2,100	
	- SCBA test & certification	$	770	
	- Ladder test - NFPA required	$	1,100	
	- SCBA hydro test bottles & straps	$	1,136	
	- Pump test certification - ISO required	$	930	
	- General maintenance of other equipment	$	1,800	**$ 7,836**
403	**Vehicle Maintenance**			
	- General maintenance & repairs	$	15,000	
	- STORTZ hose connection for E-1	$	900	**$ 15,900**

Fire - Suppression Continued

Account Number	Description			Amount
01-4-061-406	**Computer System Maintenance**			
	- Antivirus upgrade	$	675	
	- Fire program maintenance agreement	$	700	
	- Smartnet maintenance contract	$	1,250	
	- Other minor maintenance	$	700	**$ 3,325**
407	**Radio Maintenance**			
	- Batteries	$	650	
	- Routine repair and maintenance	$	1,350	**$ 2,000**
510	**Dues & Publications**			
	- Texas Fire Chiefs Association dues	$	250	
	- State Fireman and Fire Marshal dues for volunteers - 15	$	300	
	- International Association of Arson Investigators dues	$	110	
	- National Association of Fire Investigators dues	$	55	
	- Texas Commission on Fire Protection dues - 33	$	2,720	
	- Temple Daily Telegram subscription	$	220	
	- Belton Journal subscription	$	50	
	- Bell County Fire Chief dues	$	110	**$ 3,815**
513	**Travel & Training**			
	- State Fire Marshal conference - 2 staff	$	800	
	- Swift water rescue classes - 3 staff	$	2,400	
	- Texas Fire Chiefs conference	$	1,000	
	- Interactive computer training	$	1,500	
	- Arson conference	$	850	
	- Other travel & training	$	6,500	**$ 13,050**
521	**Equipment Lease**			
	- Copier lease	$	2,226	
	- Additional copies	$	500	**$ 2,726**
571	**Volunteer Pension Fund**			
	- Contributions to volunteer retirement fund			**$ 1,875**
581	**Communication Services**			
	- Telephone & long distance	$	1,680	
	- Pager service for BVFD	$	1,125	
	- Cellular phone for Chief	$	225	
	- Internet access fees	$	2,820	**$ 5,850**

Mission

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

Description

- 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

- Purchased new, more technologically advanced, medical training mannequin. (A14)
- Certified one firefighter as a paramedic. (A7)
- Trained all paramedics in advanced cardiac, pediatric advanced, and prehospital trauma life support. (A2, A7)
- Trained all fire personnel in CPR and certified one paramedic as a CPR instructor. (A2, A7)
- Conducted training with all EMT's to administer advanced medications. (A2, A7)

Goals

- Provide basic first-aid training classes for all City employees. (A2)
- Conduct basic trauma life support training for all EMT's. (A2, A7)
- Improve training through the utilization of new training mannequin. (A2)
- Enroll Paramedics in courses for advanced medical practices and trauma assessment. (A2, A7)
- Participate in Belton ISD Career Days to promote EMS/fire professions. (C3)
- Conduct CPR and first aid awareness training for citizens. (C2)

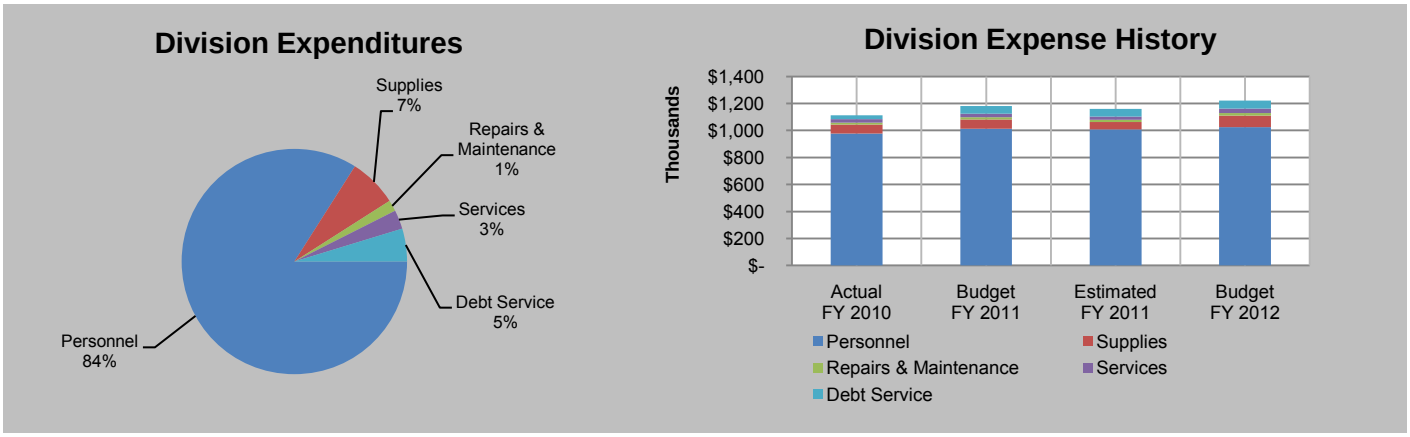
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 978,238	$ 1,011,627	$ 1,008,023	$ 1,025,570
Supplies	$ 66,434	$ 69,939	$ 54,870	$ 84,830
Repairs & Maintenance	$ 13,507	$ 16,298	$ 16,500	$ 19,520
Services	$ 26,505	$ 26,066	$ 23,131	$ 33,235
Debt Service	$ 27,619	$ 57,629	$ 57,629	$ 57,629
Total	**$ 1,112,303**	**$ 1,181,559**	**$ 1,160,153**	**$ 1,220,784**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Advanced life support	830	943	1,037
Basic life support	1,060	969	1,066
No Transports	858	988	1,087
Total Calls	2,748	2,900	3,190



Fire - Emergency Medical Services

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-062-101	Salaries-Administrative	$ 44,382	$ 44,276	$ 44,276	$ 44,276
01-4-062-103	Salaries-Supervisory	$ 192,897	$ 192,209	$ 190,438	$ 194,641
01-4-062-104	Salaries-Operations	$ 512,709	$ 512,836	$ 507,333	$ 523,555
01-4-062-107	Salaries-Overtime	$ 9,632	$ 17,607	$ 22,607	$ 23,500
01-4-062-112	Longevity	$ 4,696	$ 5,592	$ 5,592	$ 4,632
01-4-062-113	Health Insurance Allowance	$ 6,181	$ -	$ -	$ -
01-4-062-121	TMRS	$ 65,342	$ 66,230	$ 65,606	$ 58,070
01-4-062-122	FICA	$ 56,925	$ 59,480	$ 58,924	$ 60,481
01-4-062-123	Employee Insurance	$ 66,588	$ 92,382	$ 92,382	$ 97,568
01-4-062-124	Workers' Comp. Insurance	$ 15,353	$ 17,707	$ 17,557	$ 15,539
01-4-062-125	Unemployment Compensation	$ 3,535	$ 3,308	$ 3,308	$ 3,308
	Total Personnel	**$ 978,238**	**$ 1,011,627**	**$ 1,008,023**	**$ 1,025,570**
01-4-062-201	Office Supplies	$ 1,390	$ 1,300	$ 100	$ 1,300
01-4-062-202	Postage	$ 2,662	$ 2,615	$ 3,270	$ 2,880
01-4-062-221	EMS Meds & Supplies	$ 36,228	$ 36,000	$ 15,000	$ 38,000
01-4-062-222	Fuel	$ 23,874	$ 25,310	$ 36,000	$ 40,350
01-4-062-229	Tools & Other Supplies	$ 2,279	$ 3,574	$ 500	$ 2,300
01-4-062-250	Small Equipment	$ -	$ 1,140	$ -	$ -
	Total Supplies	**$ 66,434**	**$ 69,939**	**$ 54,870**	**$ 84,830**
01-4-062-402	Equipment & Machinery Maint.	$ 6,281	$ 4,910	$ 2,000	$ 8,070
01-4-062-403	Vehicle Maintenance	$ 4,305	$ 8,712	$ 6,000	$ 8,000
01-4-062-406	Computer System Maintenance	$ 2,564	$ 2,600	$ 8,000	$ 2,750
01-4-062-407	Radio Maintenance	$ 357	$ 76	$ 500	$ 700
	Total Repairs & Maintenance	**$ 13,507**	**$ 16,298**	**$ 16,500**	**$ 19,520**
01-4-062-510	Dues & Publications	$ 673	$ 1,335	$ 1,200	$ 435
01-4-062-513	Travel & Training	$ 4,720	$ 1,448	$ 1,000	$ 5,750
01-4-062-550	Insurance-General Liability	$ 1,592	$ 1,843	$ 1,222	$ 1,470
01-4-062-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 2,735
01-4-062-554	Insurance-Automobile	$ 3,672	$ 4,040	$ 3,569	$ 4,100
01-4-062-567	Collection Fees	$ 6,156	$ 7,500	$ 7,500	$ 7,500
01-4-062-570	Special Services	$ 719	$ 1,245	$ 800	$ 915
01-4-062-571	Medical Director Fees	$ 4,400	$ 4,800	$ 4,800	$ 4,800
01-4-062-572	Paramedic Training	$ 2,141	$ 1,300	$ 500	$ 3,000
01-4-062-581	Communication Services	$ 2,432	$ 2,555	$ 2,540	$ 2,530
	Total Services	**$ 26,505**	**$ 26,066**	**$ 23,131**	**$ 33,235**
01-4-062-601	Ambulance Repayment	$ 27,619	$ 57,629	$ 57,629	$ 57,629
	Total Debt Service	**$ 27,619**	**$ 57,629**	**$ 57,629**	**$ 57,629**
	Total Fire - EMS	**$ 1,112,303**	**$ 1,181,559**	**$ 1,160,153**	**$ 1,220,784**
	Total Fire	**$ 2,217,200**	**$ 2,355,573**	**$ 2,300,912**	**$ 2,388,202**

Fire - Emergency Medical Services

Account Number	Description			Amount
01-4-062-201	**Office Supplies**			
	- Ambulance bills - 5,500 @ $55/1,000 + S&H	$	350	
	- Insurance forms	$	50	
	- Printer cartridges	$	250	
	- Other office supplies	$	650	**$ 1,300**
202	**Postage**			
	- General correspondence	$	125	
	- Mailing of EMS bills	$	2,755	**$ 2,880**
221	**EMS Meds & Supplies**			
	- Consumable medical supplies and medications for use on ambulances			**$ 38,000**
229	**Tools & Other Supplies**			
	- Spider straps - 4	$	360	
	- Head blocks - 4	$	300	
	- Backboards - 2	$	390	
	- Ambulance run sheets & ALS forms	$	750	
	- Other tools & supplies	$	500	**$ 2,300**
402	**Equipment & Machinery Maint.**			
	- Defibrillator maintenance contract	$	4,900	
	- Life Pak batteries - 2	$	750	
	- AED batteries - 2	$	520	
	- Stretcher maintenance contract	$	1,900	**$ 8,070**
406	**Computer System Maintenance**			
	- Antivirus update	$	150	
	- Sweet Soft ambulance billing maintenance agreement	$	2,600	**$ 2,750**
407	**Radio Maintenance**			
	- Batteries	$	400	
	- Other	$	300	**$ 700**
510	**Dues & Publications**			
	- ICP code book	$	120	
	- Criss-Cross directory	$	210	
	- ICD-9 code book	$	105	**$ 435**
513	**Travel & Training**			
	- IACA Certification & continuing education - EMS Clerk	$	1,350	
	- Computer assisted training (EMI-Net) - 32 staff & 2 volunteers	$	3,400	
	- Other training & seminars	$	1,000	**$ 5,750**
567	**Collection Fees**			
	- Credit bureau fees for collection of delinquent ambulance accounts			**$ 7,500**
570	**Special Services**			
	- Medical waste disposal	$	370	
	- Controlled substance disposal	$	500	
	- TB testing	$	45	**$ 915**
571	**Medical Director Fees**			
	- Medical director contract			**$ 4,800**
572	**Paramedic Training**			
	- Training for existing personnel to attain paramedic certification			**$ 3,000**
581	**Communication Services**			
	- Cellular phone	$	700	
	- Telephone & long distance	$	1,830	**$ 2,530**
601	**Ambulance Repayment**			
	- Payment to Greathouse Trust - ambulance loan payment #2 of 4	$	30,010	
	- Payment to Greathouse Trust - ambulance loan payment #4 of 4	$	27,619	**$ 57,629**

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Information Technology department is comprised of two divisions:

1. IT systems
2. GIS

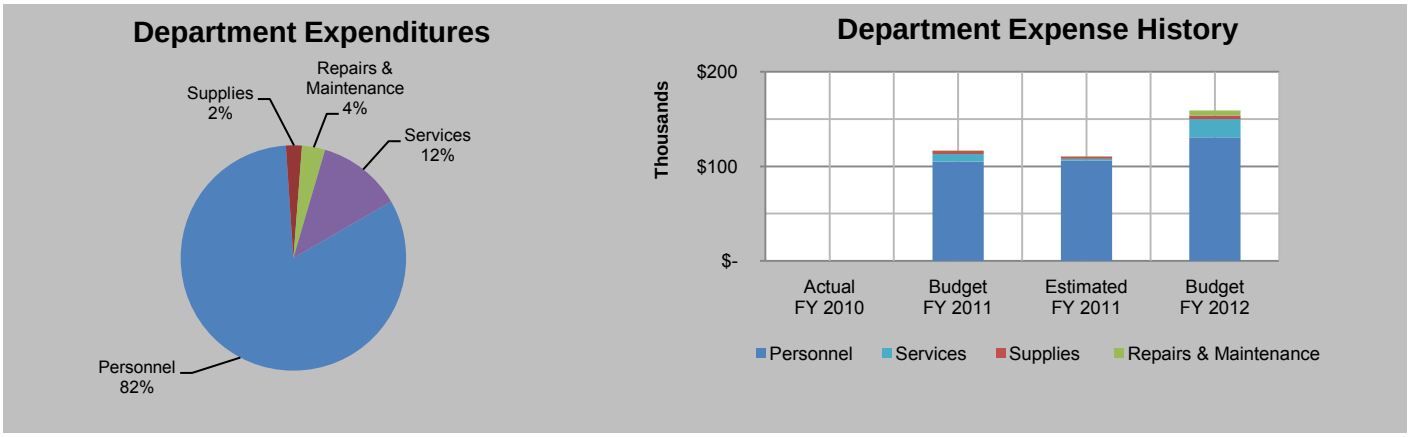
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ 105,119	$ 105,850	$ 130,821
Supplies	$ -	$ 3,259	$ 2,050	$ 3,648
Repairs & Maintenance	$ -	$ 538	$ 262	$ 5,275
Services	$ -	$ 7,949	$ 2,310	$ 19,279
Total	**$ -**	**$ 116,865**	**$ 110,472**	**$ 159,023**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
IT Director	0	1	1
IT Specialist	0	1	1
GIS Technician	0	0	1
Total	**0**	**2**	**3**



Mission

To provide oversight, management, and support of City information technology infrastructure and systems.

Description

- Provides trouble-shooting and repair of hardware, software, and network systems.
- Provides support and management of City telephony systems and devices.
- Procures IT system components.
- Manages City copier systems and programs.
- Recommends IT system improvements, upgrades, and replacements.
- Advises and assists Departments in the upgrade and maintenance of departmental IT systems.
- Provides training for City staff on computer systems and software.

Accomplishments

- Updated technology at Belton Police department including in-vehicle technology, wireless networking, and installation of surveillance equipment. (A14)
- Developed and implemented City-wide work order system for IT department. (A8)
- Installed SmartBoard and teleconferencing solution in City Hall conference room. (A14)
- Implemented early flood warning system in partnership with Blackland Research and Extension Center. (A8, A14)
- Developed and implemented a replacement schedule for City desktops and servers. (A14)

Goals

- Develop technology plan, to include linkage to annual budget. (A6, A14, F1)
- Further develop website as a resource for Belton citizens and City staff. (A9, A10, A11)
- Enhance presentation technologies for staff, board and Council meetings. (A9, A14)
- Create and maintain network diagram including comprehensive location guide to cable drops. (A14)
- Further develop policies, procedures, and standards for technology use and provisioning.
- Deploy City file server and implement centralized file storage for all employees. (A14)
- Implement fleet maintenance software at Public Works to provide historical perspective on repairs and maintenance of City equipment. (A14)

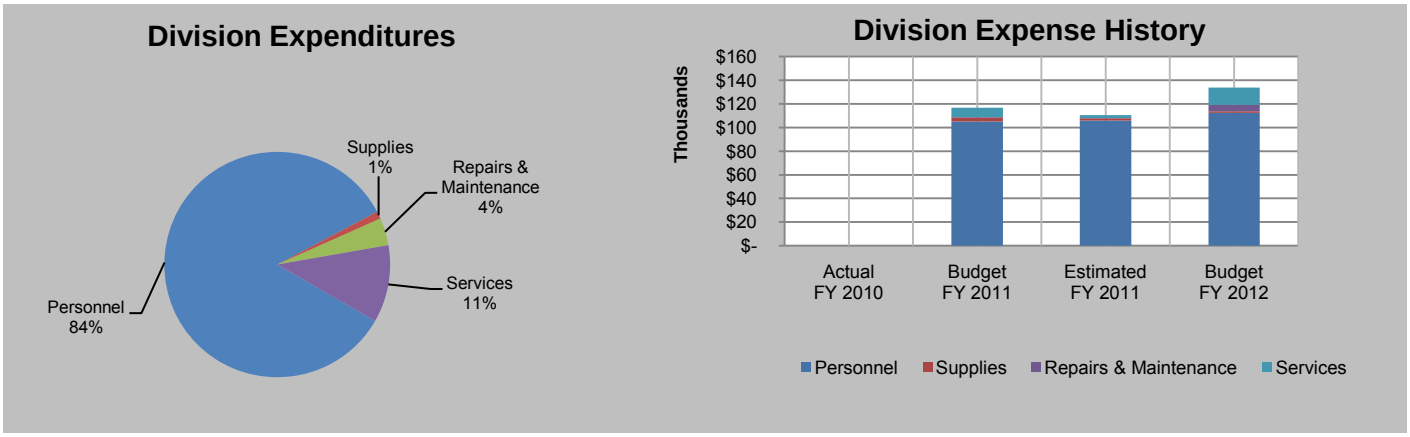
(Strategic Plan Goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ 105,119	$ 105,850	$ 112,399
Supplies	$ -	$ 3,259	$ 2,050	$ 1,398
Repairs & Maintenance	$ -	$ 538	$ 262	$ 5,275
Services	$ -	$ 7,949	$ 2,310	$ 14,829
Total	**$ -**	**$ 116,865**	**$ 110,472**	**$ 133,901**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Network Uptime	-----	100%	99.98%
Tickets Open	-----	1,214	1,300
Tickets Closed	-----	1,199	1,275



Information Technology Systems

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-071-102	Salaries-Professional	$ -	$ 78,986	$ 33,986	$ 82,501
01-4-071-114	Allowances	$ -	$ 4,620	$ 1,620	$ 7,500
01-4-071-121	TMRS	$ -	$ 7,121	$ 3,033	$ 6,611
01-4-071-122	FICA	$ -	$ 6,396	$ 2,724	$ 6,885
01-4-071-123	Employee Insurance	$ -	$ 7,463	$ 3,959	$ 8,363
01-4-071-124	Workers' Comp. Insurance	$ -	$ 249	$ 106	$ 255
01-4-071-125	Unemployment Compensation	$ -	$ 284	$ 142	$ 284
01-4-071-150	New Personnel Requests	$ -	$ -	$ 60,280	$ -
	Total Personnel	**$ -**	**$ 105,119**	**$ 105,850**	**$ 112,399**
01-4-071-201	Office Supplies	$ -	$ 300	$ 300	$ 587
01-4-071-202	Postage	$ -	$ 50	$ 50	$ 20
01-4-071-229	Tools & Other Supplies	$ -	$ 2,159	$ 1,200	$ 791
01-4-071-250	Small Equipment	$ -	$ 750	$ 500	$ -
	Total Supplies	**$ -**	**$ 3,259**	**$ 2,050**	**$ 1,398**
01-4-071-406	Computer System Maintenance	$ -	$ 538	$ 262	$ 5,275
	Total Repairs & Maintenance	**$ -**	**$ 538**	**$ 262**	**$ 5,275**
01-4-071-510	Dues & Publications	$ -	$ 1,075	$ 626	$ 2,349
01-4-071-513	Travel & Training	$ -	$ 6,046	$ 964	$ 6,800
01-4-071-550	Insurance - General Liability	$ -	$ -	$ 140	$ 140
01-4-071-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 260
01-4-071-570	Special Services	$ -	$ -	$ -	$ 4,000
01-4-071-581	Communication Services	$ -	$ 828	$ 580	$ 1,280
	Total Services	**$ -**	**$ 7,949**	**$ 2,310**	**$ 14,829**
	Total Information Technology Systems	**$ -**	**$ 116,865**	**$ 110,472**	**$ 133,901**

IT Systems

Account Number	Description			Amount
01-4-071-201	**Office Supplies**			
	- Ink cartridges	$	200	
	- Paper	$	125	
	- Other office supplies	$	262	**$ 587**
229	**Tools & Other Supplies**			
	- Lexar jump drive 64GB - 2	$	266	
	- Computer repair screwdriver set	$	150	
	- Data room temperature & humidity sensor	$	225	
	- Toolbox with roller	$	150	**$ 791**
406	**Computer Maintenance**			
	- Cisco Smartnet maintenance	$	1,875	
	- Antivirus update	$	600	
	- Relocation of server	$	1,800	
	- Other minor repairs	$	1,000	**$ 5,275**
510	**Dues & Publications**			
	- Technology reference books	$	1,500	
	- Microsoft TechNet subscription	$	599	
	-Texas Association of Government IT Managers (TAGITM) dues	$	100	
	- Technology magazine subscriptions	$	150	**$ 2,349**
513	**Travel & Training**			
	- TAGITM conference	$	1,800	
	- Miscellaneous seminar and training travel	$	5,000	**$ 6,800**
570	**Special Services**			
	- Website fees			**$ 4,000**
581	**Communication Services**			
	- Aircard - IT Director	$	480	
	- Telephone & long distance service	$	800	**$ 1,280**

Mission

To efficiently and effectively provide geo-spatial information and applications to all City departments and the public in order to enhance operations, improve decision making, and provide better public service.

Description

- Maintains and updates GIS data.
- Prepares graphical illustrations for presentation.
- User training and support.

Goals

- Develop and promote a shared GIS system as a resource for staff and citizens. (A11, A14)
- Rectify and verify all current data in the GIS system.
- Implement and integrate GIS into more City business procedures. (A14)
- Inventory and gather additional data from the water/sewer systems and storm water systems.
- Continue to build more datasets that can be used by other departments. (A2)
- Enter new data into a new GIS website. (A14)
- Rebuild the City's current zoning layers, parcels, and subdivisions to align with aerial imagery. (A14)
- Redesign the zoning case maps for City Council and created a feature to track the cases in GIS. (A14)
- Compile all City data into a single centralized database to be used as a foundation for future enhancements. (A14)
- Assist the Police and Fire departments with the Nolan Creek Floodway notification. (A8)
- Assist the Fire department in establishing new response zones for each fire station. (E1)

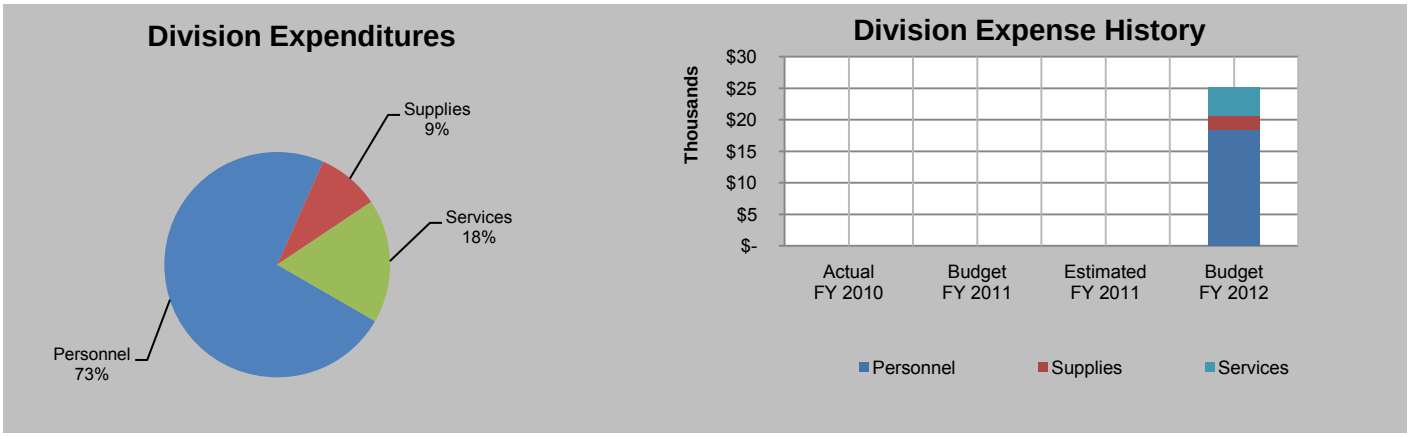
(Strategic Plan Goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ -	$ -	$ 18,422
Supplies	$ -	$ -	$ -	$ 2,250
Services	$ -	$ -	$ -	$ 4,450
Total	**$ -**	**$ -**	**$ -**	**$ 25,122**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
	-----	-----	
Tickets Open	-----	-----	300
Tickets Closed	-----	-----	290



Information Technology Systems - GIS

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-072-104	Salaries - Skilled & Craft	$ -	$ -	$ -	$ 14,280
01-4-072-121	TMRS	$ -	$ -	$ -	$ 1,049
01-4-072-122	FICA	$ -	$ -	$ -	$ 1,092
01-4-072-123	Employee Insurance	$ -	$ -	$ -	$ 1,896
01-4-072-124	Workers' Comp. Insurance	$ -	$ -	$ -	$ 41
01-4-072-125	Unemployment Compensation	$ -	$ -	$ -	$ 64
	Total Personnel	**$ -**	**$ -**	**$ -**	**$ 18,422**
01-4-072-201	Office Supplies	$ -	$ -	$ -	$ 500
01-4-072-229	Tools & Other Supplies	$ -	$ -	$ -	$ 1,750
	Total Supplies	**$ -**	**$ -**	**$ -**	**$ 2,250**
01-4-072-513	Travel & Training	$ -	$ -	$ -	$ 1,500
01-4-072-570	Special Services	$ -	$ -	$ -	$ 2,700
01-4-072-581	Communication Services	$ -	$ -	$ -	$ 250
	Total Services	**$ -**	**$ -**	**$ -**	**$ 4,450**
	Total IT Systems - GIS	**$ -**	**$ -**	**$ -**	**$ 25,122**
	Total IT Systems	**$ -**	**$ 116,865**	**$ 110,472**	**$ 159,023**

Information Technology Systems - GIS

Account Number	Description			Amount
01-4-072-201	**Office Supplies**			
	- Paper	$	100	
	- Ink cartridges	$	250	
	- Other office supplies	$	150	**$ 500**
229	**Tools & Other Supplies**			
	- Plotter supplies	$	1,500	
	- Drafting supplies & markers	$	250	**$ 1,750**
513	**Travel & Training**			
	- Other travel & training			**$ 1,500**
570	**Special Services**			
	- GIS web hosting - 1/3	$	1,200	
	- GIS updates - 1/3	$	1,000	
	- ArcEditor maintenance - 1/3	$	500	**$ 2,700**

Mission

To provide and maintain a transportation system of streets, alleys and sidewalks for safe and efficient vehicular and pedestrian traffic.

Description

- 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

- Completed City-wide street sign replacement program and installed new UMHB street signs. (B5)
- Assisted with the reconstruction of Central Avenue and Commerce Street. (B5, B10)
- Completed reconstruction of alley way between Central Avenue and 1st Avenue. (B10)
- Installed new sidewalks on Main Street from 6th Avenue to 11th Avenue, and on Loop 121 at Belton High School. (B10, F3)
- Completed reconstruction and re-alignment of Spring Street. (B5, B10)
- Installed left turn lane at Sparta Road and Loop 121. (B5, B10)
- Assisted with the reconstruction of Avenue D. (B5, B10)

Goals

- Research and implement a tracking system for all work orders. (A14)
- Develop street rating system. (F3)
- Assist in the development of Patriot Plaza. (C2)
- Assist in the Safe Routes to School project. (F3)
- Complete a preventative maintenance sheet for all equipment.

(Strategic Plan goal #)

Expenditure Summary

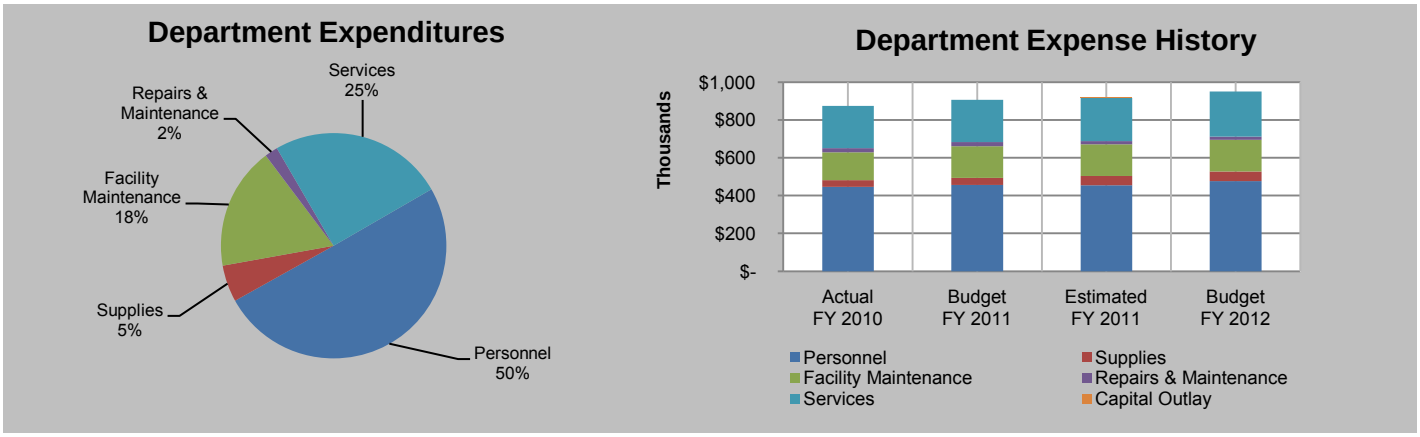
Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 445,790	$ 455,850	$ 454,776	$ 477,748
Supplies	$ 36,415	$ 38,193	$ 49,880	$ 50,270
Facility Maintenance	$ 147,684	$ 167,681	$ 166,975	$ 166,975
Repairs & Maintenance	$ 20,979	$ 21,510	$ 17,750	$ 17,750
Services	$ 223,791	$ 224,685	$ 227,419	$ 238,420
Capital Outlay	$ -	$ -	$ 1,200	$ -
Transfers	$ 38,750	$ -	$ 10,000	$ -
Total	**$ 913,410**	**$ 907,919**	**$ 928,000**	**$ 951,163**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Miles of Streets	119	119	119
Tons of HMAC for Potholes	200	290	290
Tons of HMAC for Util. Cuts	80	155	160
Utility Cuts Made/Repaired	100	125	125
Street Signs Erected/Replc.	900	910	930
Man-Hours Mowing ROWs	3,100	2,600	2,700
Tons of Base or Surface	700	1,000	1,200
Sq. Yds. of Seal Coating	48,000	58,280	60,000

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Street Supervisor	1	1	1
Heavy Equip Operator	0	1	2
Maintenance Worker II	4	4	3
Maintenance Worker I	3	3	3
Total	**8**	**9**	**9**



Streets

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-080-101	Salaries-Administrative	$ 22,231	$ 23,259	$ 22,178	$ 23,254
01-4-080-103	Salaries-Supervisory	$ 82,246	$ 83,844	$ 82,575	$ 85,217
01-4-080-104	Salaries-Operations	$ 219,489	$ 210,687	$ 208,431	$ 225,782
01-4-080-107	Salaries-Overtime	$ 4,460	$ 8,730	$ 8,730	$ 9,330
01-4-080-109	Salaries-Contract Labor	$ 3,465	$ 1,260	$ 5,760	$ 5,760
01-4-080-113	Health Insurance Allowance	$ 6,634	$ -	$ -	$ -
01-4-080-121	TMRS	$ 28,580	$ 27,814	$ 27,419	$ 25,236
01-4-080-122	FICA	$ 25,177	$ 24,978	$ 24,626	$ 26,284
01-4-080-123	Employee Insurance	$ 31,785	$ 51,214	$ 51,214	$ 54,154
01-4-080-124	Workers' Comp. Insurance	$ 19,722	$ 22,221	$ 22,000	$ 20,888
01-4-080-125	Unemployment Compensation	$ 2,001	$ 1,843	$ 1,843	$ 1,843
	Total Personnel	**$ 445,790**	**$ 455,850**	**$ 454,776**	**$ 477,748**
01-4-080-201	Office Supplies	$ 4	$ -	$ 25	$ 25
01-4-080-220	Clothing Supplies	$ 4,427	$ 5,142	$ 4,905	$ 4,905
01-4-080-221	Chemical Supplies	$ 34	$ -	$ 160	$ 160
01-4-080-222	Fuel	$ 28,041	$ 28,915	$ 37,710	$ 41,480
01-4-080-227	Janitorial Supplies	$ 246	$ 400	$ 200	$ 200
01-4-080-229	Tools & Other Supplies	$ 3,663	$ 2,596	$ 3,500	$ 3,500
01-4-080-250	Small Equipment	$ -	$ 1,140	$ 3,380	$ -
	Total Supplies	**$ 36,415**	**$ 38,193**	**$ 49,880**	**$ 50,270**
01-4-080-301	Building Maintenance	$ 119	$ 100	$ 100	$ 100
01-4-080-302	Heat & A/C Maintenance	$ 163	$ 6	$ 250	$ 250
01-4-080-333	Street Maintenance	$ 39,444	$ 46,575	$ 43,625	$ 43,625
01-4-080-334	Sign Maintenance	$ 13,694	$ 15,474	$ 18,000	$ 18,000
01-4-080-335	Seal Coating	$ 94,200	$ 100,000	$ 100,000	$ 100,000
01-4-080-336	Sidewalks	$ 64	$ 5,526	$ 5,000	$ 5,000
01-4-080-337	Street Sweeping	$ -	$ -	$ -	$ -
	Total Facility Maintenance	**$ 147,684**	**$ 167,681**	**$ 166,975**	**$ 166,975**
01-4-080-402	Equipment & Machinery Maint.	$ 11,719	$ 15,970	$ 10,000	$ 10,000
01-4-080-403	Vehicle Maintenance	$ 9,156	$ 5,290	$ 7,500	$ 7,500
01-4-080-407	Radio Maintenance	$ 104	$ 250	$ 250	$ 250
	Total Repairs & Maintenance	**$ 20,979**	**$ 21,510**	**$ 17,750**	**$ 17,750**
01-4-080-510	Dues & Publications	$ -	$ 129	$ 130	$ -
01-4-080-513	Travel & Training	$ 1,195	$ -	$ 1,000	$ 1,000
01-4-080-550	Insurance-General Liability	$ 1,306	$ 641	$ 379	$ 465
01-4-080-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 865
01-4-080-554	Insurance-Automobile	$ 4,760	$ 5,460	$ 4,741	$ 5,495
01-4-080-555	Insurance-Mobile Equipment	$ 2,119	$ 2,455	$ 1,904	$ 2,245
01-4-080-556	Insurance-Real Property	$ 800	$ 925	$ 861	$ 990
01-4-080-562	Engineering	$ 29,439	$ 25,000	$ 30,000	$ 30,000
01-4-080-573	Waste Haul Charges	$ 4,377	$ 3,500	$ 3,500	$ 3,500
01-4-080-581	Communication Services	$ 320	$ 345	$ 330	$ 60
01-4-080-583	Electric Service	$ 7,995	$ 8,010	$ 7,747	$ 8,130
01-4-080-585	Street Lighting	$ 171,481	$ 178,220	$ 176,827	$ 185,670
	Total Services	**$ 223,791**	**$ 224,685**	**$ 227,419**	**$ 238,420**
01-4-080-800	Land	$ -	$ -	$ 1,200	$ -
	Total Capital Outlay	**$ -**	**$ -**	**$ 1,200**	**$ -**
01-4-080-903	Transfer to GF Capital Projects Fund	$ 38,750	$ -	$ 10,000	$ -
01-4-080-904	Transfer to Capital Equipment Fund	$ -	$ -	$ -	$ -
	Total Transfers	**$ 38,750**	**$ -**	**$ 10,000**	**$ -**
	Total Streets	**$ 913,410**	**$ 907,919**	**$ 928,000**	**$ 951,163**

Streets

Account Number	Description			Amount
01-4-080-109	**Contract Labor**			
	- Central Texas Veterans work program			$ 5,760
220	**Clothing Supplies**			
	- Uniform rental - 9 staff	$	2,853	
	- Tee shirts - 9 staff	$	90	
	- Cotton and leather gloves	$	288	
	- Steel toed boots - 9 pair	$	1,260	
	- Safety gear and vests - 9 staff	$	180	
	- Foul weather gear - 9 staff	$	234	$ 4,905
221	**Chemical Supplies**			
	- Concrete bonding additive	$	20	
	- Herbicide dye	$	20	
	- Mosquito control	$	40	
	- Weed control	$	80	$ 160
229	**Tools & Other Supplies**			
	- Asphalt and concrete saw blades	$	500	
	- Shovels, picks, & loppers	$	800	
	- Asphalt rakes and brooms	$	780	
	- Hammers, lathes, wood stakes, etc.	$	160	
	- Propane	$	216	
	- Flags and marking paint	$	300	
	- Batteries	$	140	
	- Ice, break room supplies, and other supplies	$	604	$ 3,500
333	**Street Maintenance**			
	- Spec base material	$	3,675	
	- Hot mix asphalt	$	35,100	
	- Cold mix asphalt	$	1,300	
	- Thermoplastic	$	3,000	
	- Sackcrette	$	550	$ 43,625
334	**Sign Maintenance**			
	- Replacement and maintenance of traffic control and street name signs to include hardware and accessories			$ 18,000
335	**Seal Coating**			
	- Annual seal coating program to maintain adequate driving surface and eliminate water damage to streets			$ 100,000
336	**Sidewalks**			
	- Repair and/or replace sidewalks			$ 5,000
513	**Travel & Training**			
	- Continuing education & licensing exams - 4 staff			$ 1,000
562	**Engineering**			
	- Consulting, platting, surveying, & other related services			$ 30,000
573	**Waste Haul Charges**			
	- Fees for disposal of brush, trash, & tires from right-of-ways			$ 3,500
585	**Street Lighting**			
	- Electrical service for City street lights			$ 185,670

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Parks & Recreation department is comprised of three divisions:

1. Facilities
2. Community Center
3. Recreation

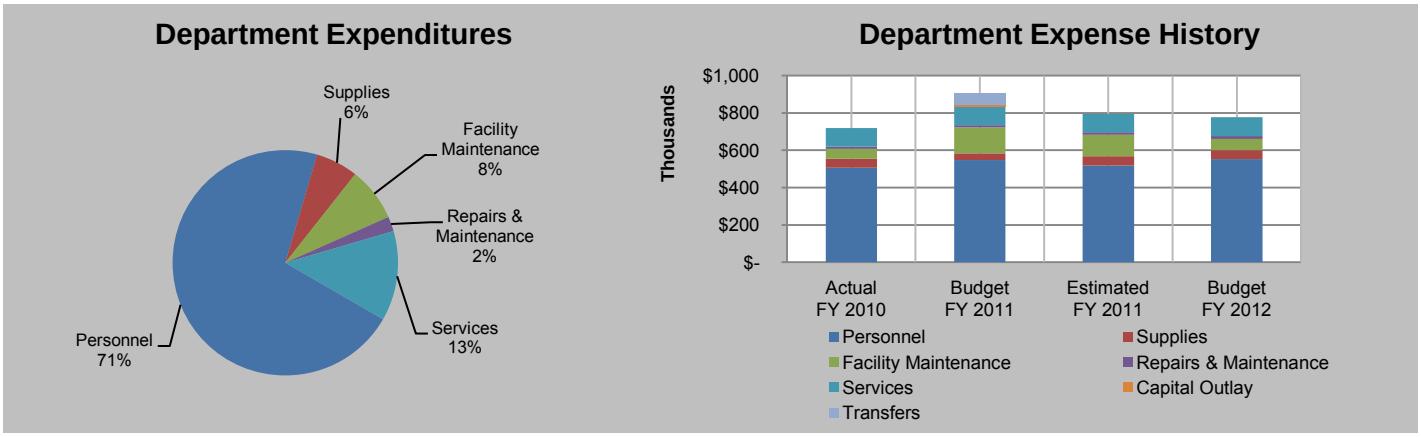
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 505,628	$ 547,003	$ 518,601	$ 552,704
Supplies	$ 48,066	$ 36,580	$ 49,250	$ 47,165
Facility Maintenance	$ 54,209	$ 137,768	$ 114,818	$ 59,850
Repairs & Maintenance	$ 11,135	$ 13,219	$ 12,934	$ 16,380
Services	$ 99,461	$ 96,628	$ 97,607	$ 99,951
Capital Outlay	$ -	$ 8,900	$ -	$ -
Transfers	$ -	$ 64,400	$ -	$ -
Total	**$ 718,500**	**$ 904,498**	**$ 793,210**	**$ 776,050**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Recreation & Events Dir.	0	0	1
Recreation Coordinator	0	1	1
Community Center Manager	1	1	0
Parks Superintendent	1	1	1
Asst Parks Superintendant	1	1	1
Sr. Maintenance Worker	0	1	2
Maintenance Worker II	3	2	2
Maintenance Worker I	5	5	4
Student Workers - 2	Part Time	Part Time	Part Time
Total	**11**	**12**	**12**



Mission

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

- Completed the Parks & Recreation Strategic Master Plan. (C6)
- Constructed a storage building for the softball fields at Chisholm Trail Park. (C6)
- Added lights to the walking trail at Heritage Park. (C6, F3)
- Planted 100 trees donated to the City by TXU Energy. (C2)
- Assisted with clean up and repairs to Yettie Polk Park after flood. (C6)

Goals

- Overlay the jogging trail at Heritage Park and Quail Meadows Park. (C6, F3)
- Add additional parking to Chisholm Trail and Heritage Parks. (C6)
- Maintain landscaping at all City buildings and five cemeteries.

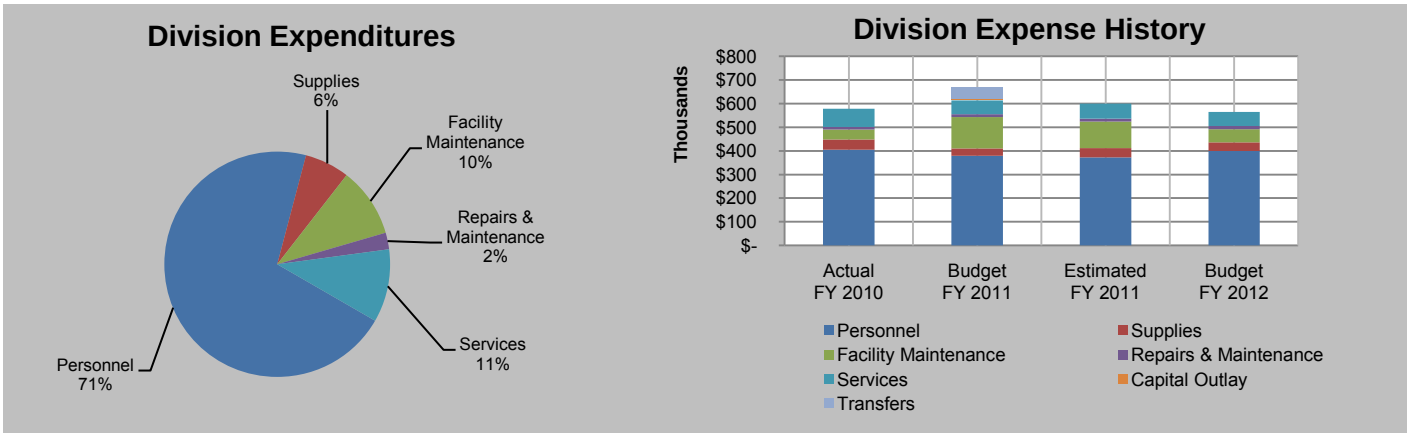
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 404,616	$ 379,209	$ 372,476	$ 399,605
Supplies	$ 43,117	$ 31,821	$ 39,976	$ 36,188
Facility Maintenance	$ 42,762	$ 131,819	$ 111,318	$ 56,250
Repairs & Maintenance	$ 10,907	$ 12,800	$ 12,800	$ 13,500
Services	$ 77,263	$ 57,258	$ 63,663	$ 59,012
Capital Outlay	$ -	$ 8,900	$ -	$ -
Transfers	$ -	$ 49,400	$ -	$ -
Total	**$ 578,665**	**$ 671,207**	**$ 600,233**	**$ 564,555**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Park Acreage Developed	158.2	158.2	158.2
Park Acreage Undeveloped	30.5	30.5	33.5
Playgrounds	16	16	16
Ball Fields	14	14	14
Sports Courts	11	11	11
Pavilions	7	7	7
Amphitheaters	1	1	1
Miles of Trails	4.25	4.25	4.25
Mowing Hours	4,520	4,600	4,600
Building Maintenance Hours	220	200	212
Park Repair Hours	115	122	130
Equipment Maint. Hours	418	406	435
Trash Pickup Hours	1,075	1,100	1,200



Parks & Recreation - Facilities

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-091-101	Salaries-Administrative	$ 14,116	$ 14,773	$ 14,082	$ 14,770
01-4-091-103	Salaries-Supervisory	$ 85,983	$ 88,364	$ 86,538	$ 52,464
01-4-091-104	Salaries-Operations	$ 185,591	$ 164,114	$ 150,559	$ 205,292
01-4-091-107	Salaries-Overtime	$ 2,339	$ 4,742	$ 4,742	$ 5,155
01-4-091-108	Salaries-Part Time	$ 11,134	$ -	$ -	$ 12,800
01-4-091-109	Contract Labor	$ 9,009	$ 6,000	$ 6,000	$ 6,000
01-4-091-113	Health Insurance Allowance	$ 4,581	$ -	$ -	$ -
01-4-091-121	TMRS	$ 24,765	$ 23,170	$ 21,798	$ 20,396
01-4-091-122	FICA	$ 23,042	$ 20,807	$ 19,578	$ 22,222
01-4-091-123	Employee Insurance	$ 34,966	$ 47,996	$ 42,819	$ 50,860
01-4-091-124	Workers' Comp. Insurance	$ 7,016	$ 7,514	$ 7,073	$ 7,728
01-4-091-125	Unemployment Compensation	$ 2,074	$ 1,729	$ 1,540	$ 1,918
01-4-091-150	New Personnel Requests	$ -	$ -	$ 17,747	$ -
	Total Personnel	**$ 404,616**	**$ 379,209**	**$ 372,476**	**$ 399,605**
01-4-091-201	Office Supplies	$ 130	$ 125	$ 220	$ 220
01-4-091-220	Clothing Supplies	$ 4,370	$ 4,776	$ 4,782	$ 4,782
01-4-091-221	Chemical Supplies	$ 3,254	$ 2,700	$ 3,500	$ 3,500
01-4-091-222	Fuel	$ 15,455	$ 15,100	$ 20,170	$ 22,180
01-4-091-227	Janitorial Supplies	$ 2,999	$ 3,400	$ 2,506	$ 2,506
01-4-091-229	Tools & Other Supplies	$ 5,230	$ 2,020	$ 3,000	$ 3,000
01-4-091-250	Small Equipment	$ 11,679	$ 3,700	$ 5,798	$ -
	Total Supplies	**$ 43,117**	**$ 31,821**	**$ 39,976**	**$ 36,188**
01-4-091-301	Building Maintenance	$ 6,255	$ 12,619	$ 16,078	$ 8,000
01-4-091-302	Heat & A/C Maintenance	$ 12	$ 250	$ 250	$ 250
01-4-091-332	Splash Pad Maintenance	$ 12,053	$ 16,650	$ 18,000	$ 18,000
01-4-091-333	Park Maintenance	$ 20,348	$ 28,310	$ 48,000	$ 30,000
01-4-091-339	Flood Repairs	$ 4,094	$ 73,990	$ 28,990	$ -
	Total Facility Maintenance	**$ 42,762**	**$ 131,819**	**$ 111,318**	**$ 56,250**
01-4-091-402	Equipment & Machinery Maint.	$ 8,132	$ 9,000	$ 9,000	$ 9,000
01-4-091-403	Vehicle Maintenance	$ 2,730	$ 3,500	$ 3,500	$ 3,500
01-4-091-406	Computer System Maintenance	$ -	$ -	$ -	$ 700
01-4-091-407	Radio Maintenance	$ 45	$ 300	$ 300	$ 300
	Total Repairs & Maintenance	**$ 10,907**	**$ 12,800**	**$ 12,800**	**$ 13,500**
01-4-091-510	Dues & Publications	$ 373	$ 297	$ 632	$ 632
01-4-091-513	Travel & Training	$ 2,674	$ 1,070	$ 2,950	$ 2,200
01-4-091-550	Insurance-General Liability	$ 485	$ 561	$ 223	$ 300
01-4-091-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 555
01-4-091-554	Insurance-Automobile	$ 1,342	$ 1,525	$ 1,261	$ 1,485
01-4-091-555	Insurance-Mobile Equipment	$ 616	$ 700	$ 633	$ 730
01-4-091-556	Insurance-Real Property	$ 2,265	$ 2,640	$ 2,913	$ 3,270
01-4-091-570	Special Services	$ 3,111	$ -	$ -	$ -
01-4-091-572	Grant Consulting Services	$ 8,459	$ -	$ -	$ -
01-4-091-572	Park Planning Services	$ 9,244	$ -	$ 7,500	$ -
01-4-091-581	Communication Services	$ 1,261	$ 1,365	$ 1,310	$ 1,290
01-4-091-582	Gas Service	$ 433	$ 455	$ 395	$ 410
01-4-091-583	Electric Service	$ 1,628	$ 2,185	$ 2,056	$ 2,160
01-4-091-584	Trail Lighting	$ 9,995	$ 10,765	$ 7,466	$ 7,840
01-4-091-585	Park Lighting	$ 35,378	$ 35,695	$ 36,324	$ 38,140
	Total Services	**$ 77,263**	**$ 57,258**	**$ 63,663**	**$ 59,012**

Parks & Recreation - Facilities

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-091-800	Land	$ -	$ 8,900	$ -	$ -
01-4-091-802	Machinery & Equipment	$ -	$ -	$ -	$ -
	Total Capital Outlay	**$ -**	**$ 8,900**	**$ -**	**$ -**
01-4-091-903	Transfer to GF Capital Projects Fund	$ -	$ 49,400	$ -	$ -
	Total Transfers	**$ -**	**$ 49,400**	**$ -**	**$ -**
	Total Parks & Rec. - Facilities	**$ 578,665**	**$ 671,207**	**$ 600,233**	**$ 564,555**

Parks & Recreation - Facilities

Account Number	Description			Amount
01-4-091-109	**Contract Labor**			
	- Bell County Jail community service program			$ 6,000
220	**Clothing Supplies**			
	- Steel toed boots - 9 staff	$	1,260	
	- Gloves	$	150	
	- Foul weather gear - 9 staff	$	180	
	- Safety glasses & hard hats	$	240	
	- Tee shirts - 9 staff	$	90	
	- Uniforms - 9 staff	$	2,862	$ 4,782
221	**Chemical Supplies**			
	- Fertilizer	$	1,100	
	- Herbicide	$	1,200	
	- Pesticides	$	1,200	$ 3,500
227	**Janitorial Supplies**			
	- Cleaning and paper supplies for park restrooms and pavilions			$ 2,506
229	**Tools & Other Supplies**			
	- Shovels, rakes, & picks	$	600	
	- Small hand tools	$	660	
	- Electric saws, drills, & grinders	$	720	
	- Water hoses & sprinklers	$	450	
	- Trash pick up tools	$	120	
	- Trimming & pruning tools	$	240	
	- Ice & other miscellaneous supplies	$	210	$ 3,000
301	**Building Maintenance**			
	- Repair and maintenance of park buildings & restrooms			$ 8,000
332	**Splash Pad Maintenance**			
	- Chlorine	$	1,000	
	- HCL acid	$	1,000	
	- Pumps & motors	$	8,200	
	- Other repairs and maintenance	$	7,800	$ 18,000
333	**Park Maintenance**			
	- Tree trimming & brush clearing	$	6,000	
	- Playground equipment repairs	$	2,600	
	- Irrigation repairs	$	1,000	
	- Electrical repairs	$	3,000	
	- Tree replacement	$	1,900	
	- Fence repairs	$	8,500	
	- Sidewalk repairs	$	1,500	
	- Grass seed	$	2,700	
	- Graffiti removal	$	1,000	
	- Water fountain repairs	$	1,800	$ 30,000
402	**Equipment & Machinery Maintenance**			
	- Mower parts	$	4,000	
	- Utility vehicle parts	$	700	
	- Tires - mowers & UTV's	$	4,300	$ 9,000
510	**Dues & Publications**			
	- Texas Structural Pest Control license - 2 staff	$	200	
	- American Public Works Association dues	$	132	
	- Texas Turf & Grass dues - 2 staff	$	300	$ 632

Parks & Recreation - Facilities

Account Number	Description			Amount
01-4-091-513	**Travel & Training**			
	- Texas Turfgrass & Sportsfield seminar - 2 staff	$	900	
	- Pesticide training - 4 staff	$	600	
	- Playground safety seminar	$	500	
	- APWA meeting	$	200	**$ 2,200**
584	**Trail Lighting**			
	- Electricity for lighting at Hike & Bike trails			**$ 7,840**
585	**Park Lighting**			
	- Electricity for lighting of parks and playing fields			**$ 38,140**

Mission

To enhance quality of life through the management, maintenance, and scheduling of events and recreational programs at the T.B. Harris Community Center.

Description

- 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.
- Oversees and schedules the maintenance and custodial functions at Harris Center.
- Schedules and coordinates leasing of other City park facilities.

Accomplishments

- Increased park rentals by 14%.
- Addressed Center computer issues and worked with the IT department on connectivity. (A10)
- Implemented year one goals in the Parks & Recreation Strategic Master Plan, (A6, F1)
- Attended expo events in surrounding communities to increase awareness of the Harris Center. (A10)
- Worked closely with staff and contractors on scheduled renovations at the Center.

Goals

- Implement year two goals in the Parks & Recreation Strategic Master Plan. (A6, F1)
- Enhance Harris Community Center website pages. (A10)
- Actively market the Harris Center by attending activities in the community and visiting community groups. (A10)
- Develop and implement a training plan for Community Center personnel. (A2)
- Work closely with staff and contractors on scheduling and completion of renovations at the Center.
- Develop a volunteer program to assist with after hours and weekend events. (A11)

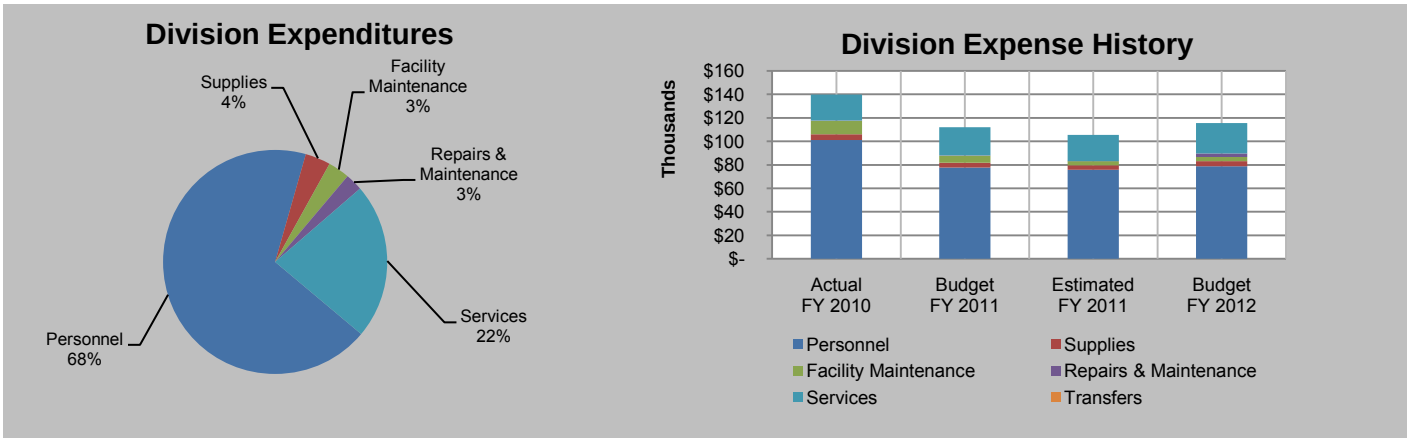
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 101,012	$ 77,676	$ 75,707	$ 78,904
Supplies	$ 4,950	$ 4,119	$ 3,800	$ 4,201
Facility Maintenance	$ 11,447	$ 5,949	$ 3,500	$ 3,600
Repairs & Maintenance	$ 228	$ 419	$ 134	$ 2,880
Services	$ 22,198	$ 23,826	$ 22,422	$ 25,944
Transfers	$ -	$ -	$ -	$ -
Total	**$ 139,835**	**$ 111,989**	**$ 105,563**	**$ 115,529**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Park Rentals	102	110	115
Number of Events	359	371	386
Cancellations	6	12	8
Event Retention	81%	66%	66%



Parks & Recreation - Community Center

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-092-102	Salaries-Professional	$ 48,162	$ 26,446	$ 25,000	$ 26,440
01-4-092-104	Salaries-Operations	$ 27,963	$ 29,429	$ 29,270	$ 30,801
01-4-092-107	Salaries-Overtime	$ -	$ 1,000	$ 1,000	$ 1,000
01-4-092-114	Allowances	$ 2,040	$ 2,040	$ 2,040	$ 2,040
01-4-092-121	TMRS	$ 6,626	$ 5,019	$ 4,881	$ 4,428
01-4-092-122	FICA	$ 5,876	$ 4,507	$ 4,384	$ 4,611
01-4-092-123	Employee Insurance	$ 9,158	$ 7,918	$ 7,918	$ 8,363
01-4-092-124	Workers' Comp. Insurance	$ 808	$ 1,033	$ 930	$ 937
01-4-092-125	Unemployment Compensation	$ 378	$ 284	$ 284	$ 284
	Total Personnel	**$ 101,012**	**$ 77,676**	**$ 75,707**	**$ 78,904**
01-4-092-201	Office Supplies	$ 1,034	$ 850	$ 850	$ 850
01-4-092-202	Postage	$ 132	$ 125	$ 60	$ 300
01-4-092-220	Clothing Supplies	$ 366	$ 444	$ 400	$ 350
01-4-092-221	Chemical Supplies	$ 20	$ 75	$ 25	$ 75
01-4-092-222	Fuel	$ 109	$ 270	$ 345	$ 380
01-4-092-227	Janitorial Supplies	$ 1,002	$ 900	$ 1,000	$ 1,000
01-4-092-229	Tools & Other Supplies	$ 1,369	$ 1,120	$ 1,120	$ 1,246
01-4-092-250	Small Equipment	$ 918	$ 335	$ -	$ -
	Total Supplies	**$ 4,950**	**$ 4,119**	**$ 3,800**	**$ 4,201**
01-4-092-301	Building Maintenance	$ 9,905	$ 3,435	$ 3,000	$ 3,000
01-4-092-302	Heat & A/C Maintenance	$ 1,542	$ 2,514	$ 500	$ 600
	Total Facility Maintenance	**$ 11,447**	**$ 5,949**	**$ 3,500**	**$ 3,600**
01-4-092-402	Machinery & Equipment Maintenance	$ 198	$ 59	$ -	$ 1,930
01-4-092-406	Computer Maintenance	$ 30	$ 360	$ 134	$ 950
	Total Repairs & Maintenance	**$ 228**	**$ 419**	**$ 134**	**$ 2,880**
01-4-092-501	Advertising & Marketing	$ 2,798	$ 3,235	$ 3,000	$ 4,025
01-4-092-510	Dues & Publications	$ 828	$ 456	$ 760	$ 240
01-4-092-513	Travel & Training	$ 1,115	$ 100	$ 650	$ 779
01-4-092-521	Equipment Lease	$ -	$ 1,100	$ 1,100	$ 2,000
01-4-092-556	Insurance-Real Property	$ 1,911	$ 2,240	$ 2,013	$ 2,320
01-4-092-581	Communication Services	$ 792	$ 1,535	$ 850	$ 1,830
01-4-092-582	Gas Service	$ 3,760	$ 3,950	$ 2,455	$ 2,580
01-4-092-583	Electric Service	$ 10,994	$ 11,210	$ 11,594	$ 12,170
	Total Services	**$ 22,198**	**$ 23,826**	**$ 22,422**	**$ 25,944**
	Total Parks & Rec. - Community Ctr	**$ 139,835**	**$ 111,989**	**$ 105,563**	**$ 115,529**

Parks & Recreation - Community Center

Account Number	Description			Amount
01-4-092-201	**Office Supplies**			
	- Paper	$	225	
	- Printer cartridges	$	200	
	- Envelopes	$	100	
	- Business cards	$	30	
	- Other office supplies	$	295	**$ 850**
220	**Clothing Supplies**			
	- Boots	$	120	
	- Uniform	$	230	**$ 350**
227	**Janitorial Supplies**			
	- Cleaning and paper supplies			**$ 1,000**
229	**Tools & Other Supplies**			
	- U.S., Texas, & City flags	$	180	
	- Entry mats - 4	$	76	
	- Tables - 7	$	350	
	- First aid kit	$	20	
	- Coffee supplies for City functions	$	400	
	- Trimmer line & lawn care tools	$	180	
	- Labor law poster set	$	40	**$ 1,246**
301	**Building Maintenance**			
	- Floors	$	1,500	
	- Termite contract	$	500	
	- General repair and maintenance	$	1,000	**$ 3,000**
402	**Machinery & Equipment Maintenance**			
	- Projector bulb replacement	$	300	
	- Microphone replacement	$	230	
	- Chair feet replacement - 1,200	$	1,200	
	- Chair dolly wheels	$	100	
	- General repairs & maintenance	$	100	**$ 1,930**
406	**Computer System Maintenance**			
	- Invision support	$	100	
	- Cisco Smartnet maintenance	$	650	
	- Antivirus updates	$	200	**$ 950**
501	**Advertising & Marketing**			
	- Rack cards	$	300	
	- Temple Bridal show	$	500	
	- Belton Journal advertisements	$	300	
	- Temple Day for Women	$	500	
	- Brochures	$	500	
	- Promotional items for shows	$	400	
	- Texas Engagements Guide advertisement	$	1,525	**$ 4,025**
510	**Dues & Publications**			
	- Sam's Club	$	15	
	- Newspaper subscriptions	$	225	**$ 240**

Parks & Recreation - Community Center - continued

Account Number	Description			Amount
513	**Travel & Training**			
	- TML annual conference	$	650	
	- Online Student Center	$	29	
	- Other area meetings	$	100	**$ 779**
521	**Equipment Lease**			
	- Copier lease - 1/2			**$ 2,000**
581	**Communication Services**			
	- Telephone & long distance	$	630	
	- Internet service	$	1,200	**$ 1,830**

CITY OF BELTON, TEXAS
FOUNDED 1850

Mission

To enhance citizen quality of life through the development, implementation, and oversight of recreation and leisure activities at City facilities and parks.

Description

- Ensures condition of facilities for events by working with City staff and outside contractors.
- Coordinates recreation events within the City parks.
- Schedules and coordinates leasing of other City park facilities.

Accomplishments

- Implemented year one goals in the Parks & Recreation Strategic Master Plan. (A6, F1)
- Enhanced Parks website pages. (A10)
- Coordinated efforts with sports leagues for improvements at Heritage Park and Jaycee Field. (C3, C8)
- Developed and implemented recreational programs at Harris Community Center and in parks. (C6, C7)
- Developed partnerships to bring three special events to the City. (C6, C8)
- Created City Recreation Guide. (A10)
- Achieved Certified Parks and Recreation Professional (CPRP) designation.

Goals

- Develop Volunteer Program for City. (A11)
- Implement year two goals in the Parks & Recreation Strategic Master Plan. (A6, F1)
- Enhance Parks website pages. (A10)
- Develop and implement Adopt-A-Park program. (A11)
- Research grant funding for recreational programming and facilities and outside funding sources. (A3, C6)
- Develop partnerships in the community to enhance recreational programming and special events. (C6, C8)
- Develop documentation system for tracking program requests, participation, and loss of programs due to space limitations. (A8)

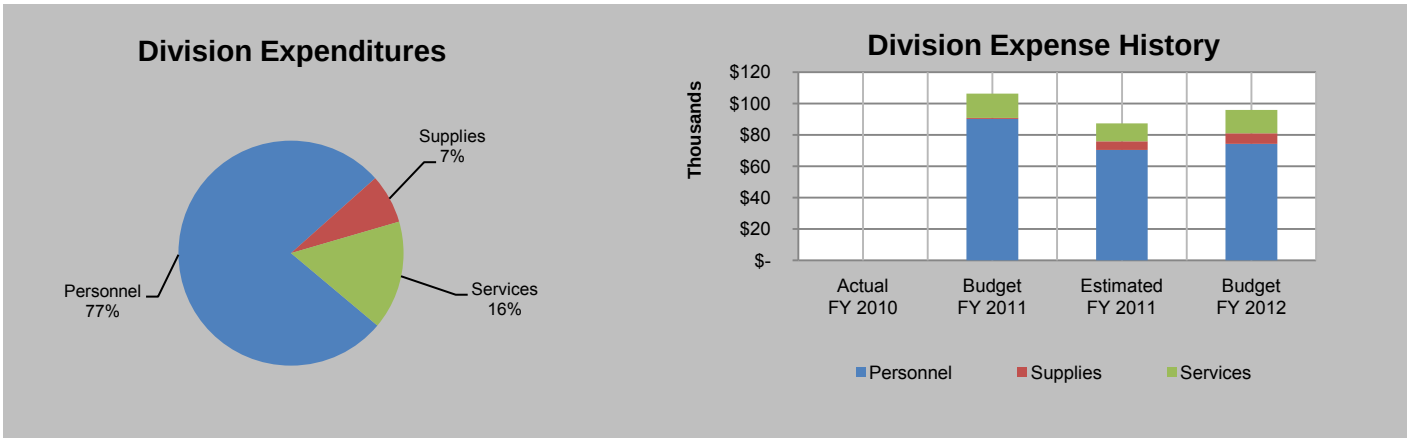
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ 90,118	$ 70,418	$ 74,195
Supplies	$ -	$ 640	$ 5,474	$ 6,776
Services	$ -	$ 15,544	$ 11,522	$ 14,995
Transfers	$ -	$ 15,000	$ -	$ -
Total	**$ -**	**$ 121,302**	**$ 87,414**	**$ 95,966**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Park Rentals	110	116	115
Cancellations	5	6	6



Parks & Recreation - Recreation

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-093-102	Salaries-Professional	$ -	$ 26,446	$ 25,000	$ 26,440
01-4-093-104	Salaries-Operations	$ -	$ 26,227	$ 26,227	$ 30,000
01-4-093-107	Salaries-Part-time	$ -	$ 17,920	$ -	$ -
01-4-093-114	Vehicle/Communications Allowance	$ -	$ 420	$ 420	$ 420
01-4-093-121	TMRS	$ -	$ 4,523	$ 4,399	$ 4,176
01-4-093-122	FICA	$ -	$ 5,433	$ 5,322	$ 4,350
01-4-093-123	Employee Insurance	$ -	$ 7,918	$ 7,918	$ 8,363
01-4-093-124	Workers' Comp. Insurance	$ -	$ 758	$ 659	$ 162
01-4-093-125	Unemployment Compensation	$ -	$ 473	$ 473	$ 284
	Total Personnel	**$ -**	**$ 90,118**	**$ 70,418**	**$ 74,195**
01-4-093-201	Office Supplies	$ -	$ 420	$ 500	$ 666
01-4-093-202	Postage	$ -	$ -	$ 10	$ 300
01-4-093-205	Rec Event Promotional Items	$ -	$ -	$ 3,000	$ 2,000
01-4-093-220	Clothing Supplies	$ -	$ 120	$ 464	$ 710
01-4-093-229	Tools & Other Supplies	$ -	$ 100	$ 1,500	$ 3,100
	Total Supplies	**$ -**	**$ 640**	**$ 5,474**	**$ 6,776**
01-4-093-501	Advertising & Marketing	$ -	$ 3,344	$ 2,000	$ 3,500
01-4-093-510	Dues & Publications	$ -	$ 680	$ 770	$ 885
01-4-093-513	Travel & Training	$ -	$ 3,100	$ 1,086	$ 2,500
01-4-093-521	Equipment Lease	$ -	$ 1,100	$ 1,100	$ 1,100
01-4-093-570	Special Events	$ -	$ 7,320	$ 6,566	$ 6,750
01-4-093-581	Communications Services	$ -	$ -	$ -	$ 260
	Total Services	**$ -**	**$ 15,544**	**$ 11,522**	**$ 14,995**
01-4-093-903	Transfer to Cap Projects Fund	$ -	$ 14,150	$ -	$ -
01-4-093-904	Transfer to Cap Equipment Fund	$ -	$ 850	$ -	$ -
	Total Services	**$ -**	**$ 15,000**	**$ -**	**$ -**
	Total Parks & Rec. - Recreation	**$ -**	**$ 121,302**	**$ 87,414**	**$ 95,966**
	Total Parks & Recreation	**$ 718,500**	**$ 904,498**	**$ 793,210**	**$ 776,050**

Parks & Recreation - Recreation

Account Number	Description			Amount
01-4-093-201	**Office Supplies**			
	- Paper	$	500	
	- Name badge	$	16	
	- Business cards	$	60	
	- Other office supplies	$	90	**$ 666**
202	**Postage**			
	- General mailing	$	125	
	- Postcard mailing	$	175	**$ 300**
205	**Recreation Event Promotional Items**			
	- Promotional items/prizes for recreation events			**$ 2,000**
220	**Clothing Supplies**			
	- Recreation Coordinator uniforms	$	350	
	- Event staff/volunteer t-shirts	$	360	**$ 710**
229	**Tools & Other Supplies**			
	- Parks Board meeting supplies	$	100	
	- Sports activity supplies	$	3,000	**$ 3,100**
501	**Advertising & Marketing**			
	- Brochures	$	500	
	- Utility bill insert advertisements - 2	$	1,000	
	- Event & volunteer advertisements	$	1,000	
	- Recreation guide	$	1,000	**$ 3,500**
510	**Dues & Publications**			
	- Belton Young Professionals	$	25	
	- Texas Municipal Parks, Recreation, & Tourism	$	30	
	- Texas Recreation & Parks Society - 3 staff	$	255	
	- National Recreation & Parks Association	$	575	**$ 885**
513	**Travel & Training**			
	- Texas Recreation & Parks Society Annual Institute - 2 staff	$	2,000	
	- Regional workshops & webinars	$	500	**$ 2,500**
570	**Special Events**			
	- Trout Drop	$	1,250	
	- Christmas on the Chisholm Trail	$	2,500	
	- Movie in the Park	$	3,000	**$ 6,750**

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Planning department is comprised of two divisions:

1. Planner
2. Inspections

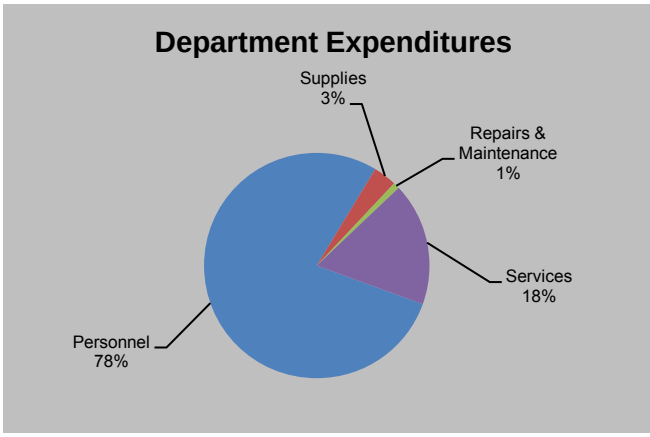
The details of these divisions follow:

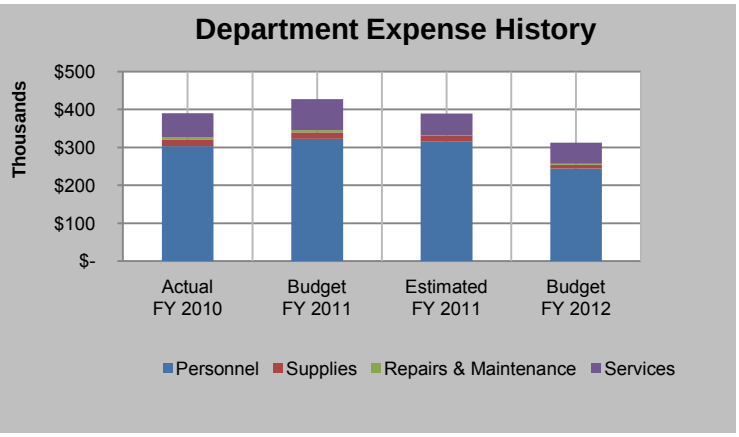
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 303,611	$ 322,589	$ 315,423	$ 243,851
Supplies	$ 17,776	$ 17,039	$ 16,395	$ 10,440
Repairs & Maintenance	$ 5,431	$ 5,635	$ 920	$ 2,762
Services	$ 63,506	$ 81,701	$ 56,944	$ 55,098
Total	**$ 390,324**	**$ 426,964**	**$ 389,682**	**$ 312,151**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Planning Director	1	1	1
Building Official	1	1	1
Assistant Building Official	1	1	1
Code Enforcement Officer	1	1	0
Secretary	1	1	1
Total	**5**	**5**	**4**





Mission

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

Description

- 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 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 storm water management requirements.

Accomplishments

- Completed an updated estimate of the City's population. (B7)
- Completed annexations and ETJ agreements. (A6, B3, F1)
- Maintained & enhanced quality development by closely working with applicants. (B2)
- Educated development community and citizens on benefits of quality development. (A11)
- Implemented broader plan review process and procedures. (B2)
- Developed drafts for two new storm water ordinances and a clearing and grating ordinance for staff review. (F3)

Goals

- Continue implementation of Design Standards in all developments and develop any necessary refinements. (C2, C5)
- Organize, train, and implement Historic Guidelines and Heritage Preservation Board. (A2, C5)
- Research possible new annexation areas and consider zoning of recent annexed areas along major thoroughfares. (B3)

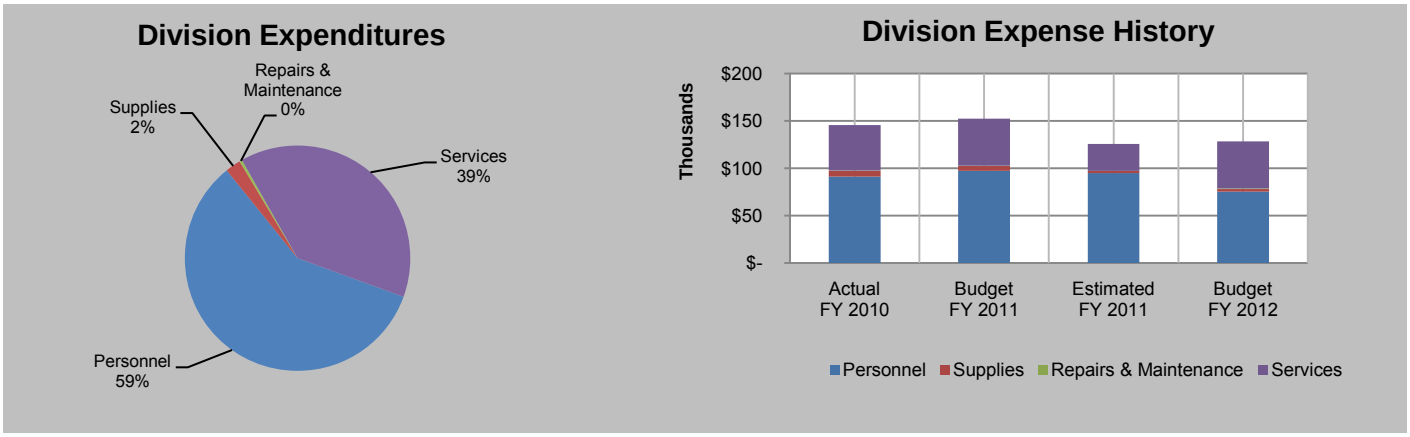
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 91,276	$ 97,267	$ 94,785	$ 75,318
Supplies	$ 6,103	$ 5,165	$ 2,460	$ 2,850
Repairs & Maintenance	$ 89	$ 200	$ 200	$ 500
Services	$ 48,000	$ 49,601	$ 28,152	$ 49,765
Total	**$ 145,468**	**$ 152,233**	**$ 125,597**	**$ 128,433**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Zoning Cases	23	17	18
Plats	7	3	4
Administrative Plats	5	7	8
Re-plats	0	1	2
Plans Reviewed	150	100	125
Variances	3	3	4
Zoning Amendments	2	2	3



Planning - Planner

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-101-101	Salaries-Administrative	$ 45,527	$ 47,499	$ 45,639	$ 47,492
01-4-101-104	Salaries-Operations	$ 25,061	$ 26,402	$ 26,171	$ 10,343
01-4-101-113	Health Insurance Allowance	$ 961	$ -	$ -	$ -
01-4-101-114	Allowances	$ 3,000	$ 3,000	$ 3,000	$ 3,000
01-4-101-121	TMRS	$ 6,321	$ 6,551	$ 6,372	$ 4,468
01-4-101-122	FICA	$ 5,632	$ 5,883	$ 5,723	$ 4,654
01-4-101-123	Employee Insurance	$ 4,315	$ 7,391	$ 7,391	$ 5,018
01-4-101-124	Workers' Comp. Insurance	$ 195	$ 276	$ 224	$ 173
01-4-101-125	Unemployment Compensation	$ 265	$ 265	$ 265	$ 170
	Total Personnel	**$ 91,276**	**$ 97,267**	**$ 94,785**	**$ 75,318**
01-4-101-201	Office Supplies	$ 1,309	$ 2,000	$ 600	$ 1,400
01-4-101-202	Postage	$ 1,611	$ 1,415	$ 1,625	$ 1,450
01-4-101-229	Tools & Other Supplies	$ 1,330	$ 1,750	$ 235	$ -
01-4-101-250	Small Equipment	$ 1,853	$ -	$ -	$ -
	Total Supplies	**$ 6,103**	**$ 5,165**	**$ 2,460**	**$ 2,850**
01-4-010-404	Office Equipment Maintenance	$ -	$ -	$ -	$ -
01-4-101-406	Computer Equipment Maintenance	$ 89	$ 200	$ 200	$ 500
	Total Repairs & Maintenance	**$ 89**	**$ 200**	**$ 200**	**$ 500**
01-4-101-501	Advertising & Public Notices	$ 773	$ 350	$ 264	$ 350
01-4-101-510	Dues & Publications	$ 890	$ 900	$ 270	$ 900
01-4-101-513	Travel & Training	$ 3,185	$ 3,325	$ 1,972	$ 2,000
01-4-101-550	Insurance-General Liability	$ 277	$ 321	$ 82	$ 130
01-4-101-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 235
01-4-101-562	Engineering	$ 29,439	$ 25,000	$ 11,844	$ 30,000
01-4-101-563	Design Review	$ 7,545	$ 15,000	$ 10,000	$ 15,000
01-4-101-570	Special Services	$ 5,038	$ 3,800	$ 2,800	$ 500
01-4-101-581	Communication Services	$ 854	$ 905	$ 920	$ 650
	Total Services	**$ 48,000**	**$ 49,601**	**$ 28,152**	**$ 49,765**
	Total Planning - Planner	**$ 145,468**	**$ 152,233**	**$ 125,597**	**$ 128,433**

Planning - Planner

Account Number	Description			Amount
01-4-101-201	**Office Supplies**			
	- Copy paper	$	300	
	- Toner and ink cartridges	$	300	
	- Other office supplies	$	800	**$ 1,400**
202	**Postage**			
	- Postage for P&Z notifications and agendas			**$ 1,450**
406	**Computer Equipment Maintenance**			
	- Antivirus updates	$	300	
	- General repair & maintenance	$	200	**$ 500**
501	**Advertising & Public Notices**			
	- Public notices for code changes			**$ 350**
510	**Dues & Publications**			
	- American Planning Association dues	$	355	
	- Zoning & land use bulletins	$	160	
	- Historic preservation	$	150	
	- Other dues & publications	$	235	**$ 900**
513	**Travel & Training**			
	- Texas American Planning Association conference	$	1,000	
	- Zoning & Land Use Laws	$	475	
	- Other travel & training	$	525	**$ 2,000**
562	**Engineering**			
	- Engineering and surveying services			**$ 30,000**
563	**Design Review**			
	- Consultant review of plans for compliance with design guidelines			**$ 15,000**
570	**Special Services**			
	- Appraisals & broker's opinions			**$ 500**

Mission

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

Description

- 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.

Accomplishments

- Monitored dilapidated buildings to protect the health and safety of the community. (C2, C4)
- Implemented a Certificate of Occupancy program.

Goals

- Streamline and improve record keeping and access to permit data. (A14)
- Adopt an ordinance establishing standards for installation of irrigation systems within the City limits and ETJ. (C4)
- Review and adopt 2012 International Codes. (C2, C4)
- Continue to monitor dilapidated buildings to protect the health and safety of the community. (C2, C4)

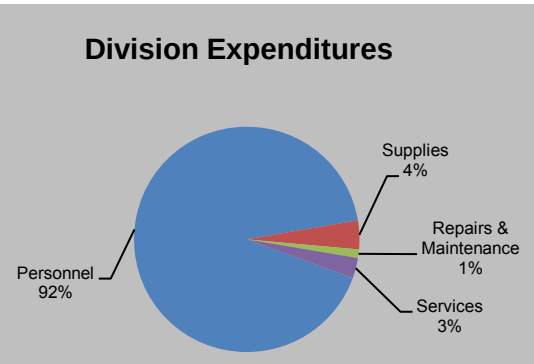
(Strategic Plan goal #)

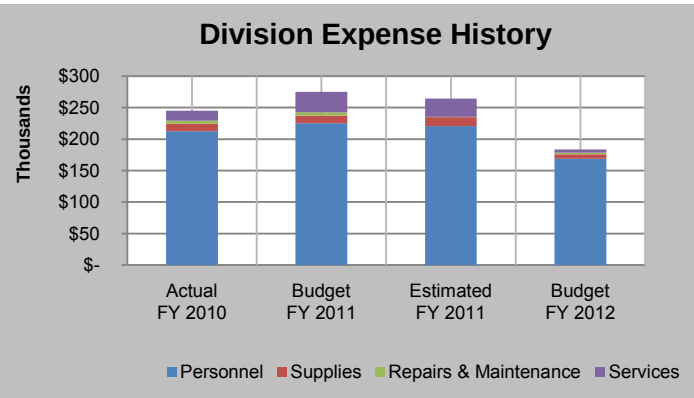
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 212,334	$ 225,322	$ 220,638	$ 168,533
Supplies	$ 11,673	$ 11,874	$ 13,935	$ 7,590
Repairs & Maintenance	$ 5,342	$ 5,435	$ 720	$ 2,262
Services	$ 15,506	$ 32,100	$ 28,792	$ 5,333
Total	**$ 244,856**	**$ 274,731**	**$ 264,085**	**$ 183,718**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Permits:			
Building	488	653	685
Plumbing	333	289	304
Mechanical	154	150	158
Electrical	269	250	263
Water Taps	97	95	100
Sewer Taps	97	95	100
Inspections:			
Building	419	620	651
Plumbing	593	547	575
Mechanical	151	255	268
Electrical	416	689	724
Other	89	94	99





Planning - Inspections

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-102-102	Salaries-Professional	$ 64,871	$ 67,792	$ 66,281	$ 69,351
01-4-102-104	Salaries-Operations	$ 104,430	$ 109,318	$ 106,821	$ 64,696
01-4-102-113	Health Insurance Allowance	$ 856	$ -	$ -	$ -
01-4-102-121	TMRS	$ 14,428	$ 15,088	$ 14,744	$ 9,846
01-4-102-122	FICA	$ 12,425	$ 13,549	$ 13,242	$ 10,255
01-4-102-123	Employee Insurance	$ 13,648	$ 17,685	$ 17,685	$ 13,102
01-4-102-124	Workers' Comp. Insurance	$ 1,042	$ 1,257	$ 1,232	$ 839
01-4-102-125	Unemployment Compensation	$ 633	$ 633	$ 633	$ 444
	Total Personnel	**$ 212,334**	**$ 225,322**	**$ 220,638**	**$ 168,533**
01-4-102-201	Office Supplies	$ 2,094	$ 2,000	$ 1,000	$ 1,400
01-4-102-202	Postage	$ 4,018	$ 3,620	$ 4,740	$ 100
01-4-102-222	Fuel	$ 5,105	$ 5,235	$ 7,795	$ 5,720
01-4-102-229	Tools & Other Supplies	$ 457	$ 1,019	$ 400	$ 370
	Total Supplies	**$ 11,673**	**$ 11,874**	**$ 13,935**	**$ 7,590**
01-4-102-403	Vehicle Maintenance	$ 1,106	$ 900	$ 220	$ 500
01-4-102-406	Computer System Maintenance	$ 4,021	$ 4,285	$ 250	$ 1,595
01-4-102-407	Radio Maintenance	$ 215	$ 250	$ 250	$ 167
	Total Repairs & Maintenance	**$ 5,342**	**$ 5,435**	**$ 720**	**$ 2,262**
01-4-102-510	Dues & Publications	$ 374	$ 1,350	$ 250	$ 1,360
01-4-102-513	Travel & Training	$ 2,876	$ 4,215	$ 2,000	$ 2,320
01-4-102-550	Insurance-General Liability	$ 69	$ 80	$ 212	$ 225
01-4-102-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 415
01-4-102-554	Insurance-Automobile	$ 579	$ 655	$ 560	$ 423
01-4-102-570	Demolition/Cleanup	$ 9,871	$ 24,000	$ 24,000	$ -
01-4-102-581	Communication Services	$ 1,737	$ 1,800	$ 1,770	$ 590
	Total Services	**$ 15,506**	**$ 32,100**	**$ 28,792**	**$ 5,333**
	Total Planning - Inspections	**$ 244,856**	**$ 274,731**	**$ 264,085**	**$ 183,718**
	Total Planning	**$ 390,324**	**$ 426,964**	**$ 389,682**	**$ 312,151**

Planning - Inspections

Account Number	Description			Amount
01-4-102-201	**Office Supplies**			
	- Copy paper	$	300	
	- Letterhead and business cards	$	300	
	- Ink cartridges	$	300	
	- Other office supplies	$	500	**$ 1,400**
229	**Tools & Other Supplies**			
	- Inspection tags	$	250	
	- Other supplies	$	120	**$ 370**
406	**Computer System Maintenance**			
	- Invision building inspection application maintenance	$	1,194	
	- Invision cash collection application maintenance	$	101	
	- Antivirus updates	$	200	
	- Other maintenance	$	100	**$ 1,595**
510	**Dues & Publications**			
	- BOAT membership dues - 2 staff	$	200	
	- SBCCI membership dues - 2 staff	$	300	
	- State plumbing license renewal - 2 staff	$	200	
	- US Green Building Council	$	50	
	- 2012 International Code Council code books	$	485	
	- International Code Council membership	$	125	**$ 1,360**
513	**Travel & Training**			
	- Inspector & code training	$	2,065	
	- Online Student Center - 9%	$	255	**$ 2,320**

Mission

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

Description

- Provides high quality collections of current and popular materials for two-week loans with renewal privileges.
- Provides public access computers for internet access, job searches, and distance learning.
- Maintains for the visually handicapped a collection of large print and audio books and assists patrons with applications to the Talking Book Program sponsored by the Texas State Library.
- 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 7th 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.
- Provides test proctoring service for distance learners.

Accomplishments

- Hosted a successful teen summer reading program. (C3)
- Increased the young adult collection by 47%. (C3)
- Reviewed Library policies to improve patron services. (C6)
- Developed a continuing education plan for Library staff. (A2, A7)
- Replaced the circulation desk, painted public areas, and renovated the bathrooms and tile floor in the building to enhance facilities. (C2)
- Installed a more efficient patron counter. (C2)
- Cataloged 1,027 genealogy and Texas reference materials and updated 75% of the Library's cemetery records collection. (C2, C7)

Goals

- Continue efforts to expand services to the community. (C2, C3, C6)
- Update/consolidate cemetery records that are included in the library collection. (C5, C10)
- Complete cataloging of genealogy and older Texas books. (C5)
- Adapt the Library Strategic Plan to coordinate with the City's Strategic Plan. (A6, F1)
- Use donated funds to improve the adult room, young adult room, and children's room. (C8)

(Strategic Plan goal #)

Expenditure Summary

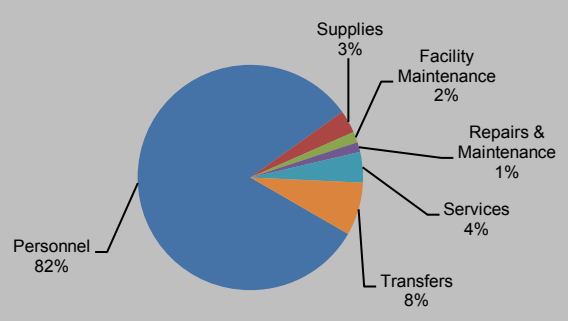
Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 198,841	$ 220,797	$ 216,286	$ 215,082
Supplies	$ 9,385	$ 6,891	$ 7,394	$ 8,595
Facility Maintenance	$ 6,230	$ 3,000	$ 2,754	$ 4,074
Repairs & Maintenance	$ 2,234	$ 2,269	$ 2,172	$ 3,701
Services	$ 12,800	$ 14,280	$ 12,621	$ 11,502
Transfers	$ 19,200	$ 20,000	$ 20,000	$ 20,000
Total	**$ 248,689**	**$ 267,237**	**$ 261,227**	**$ 262,954**

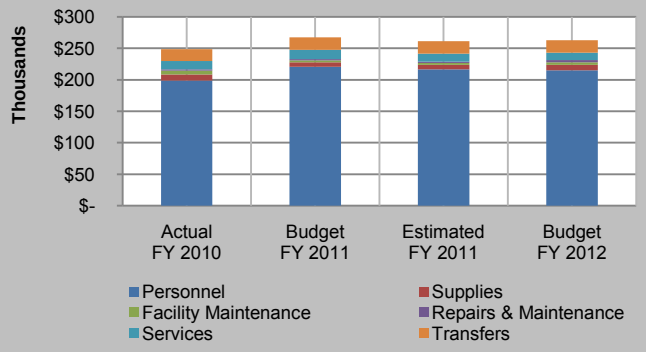
Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Book Stock	27,083	28,575	30,000
Periodical Titles	14	14	21
Videos	1,037	581	650
Circulation	49,242	58,415	68,000
Genealogy Books	3,770	4,900	5,250
Visitors	40,000	40,429	41,000
Hrs of Patron Computer Use	4,772	6,076	7,990

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Library Director	1	1	1
Librarian	0	1	1
Library Clerk II	2	2	2
Library Clerk I	2	1	1
Total	**5**	**5**	**5**





Library

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-110-101	Salaries - Administrative	$ 57,581	$ 59,911	$ 57,445	$ 59,902
01-4-110-102	Salaries-Professional	$ 7,063	$ 32,346	$ 32,001	$ 33,141
01-4-110-104	Salaries-Operations	$ 85,962	$ 74,027	$ 72,837	$ 68,609
01-4-110-113	Health Insurance Allowance	$ 1,801	$ -	$ -	$ -
01-4-110-121	TMRS	$ 12,408	$ 14,166	$ 13,823	$ 11,873
01-4-110-122	FICA	$ 11,168	$ 12,721	$ 12,415	$ 12,366
01-4-110-123	Employee Insurance	$ 21,544	$ 26,194	$ 26,344	$ 27,774
01-4-110-124	Workers' Comp. Insurance	$ 369	$ 487	$ 476	$ 472
01-4-110-125	Unemployment Compensation	$ 945	$ 945	$ 945	$ 945
	Total Personnel	**$ 198,841**	**$ 220,797**	**$ 216,286**	**$ 215,082**
01-4-110-201	Office Supplies	$ 1,243	$ 931	$ 1,300	$ 2,075
01-4-110-202	Postage	$ 974	$ 975	$ 985	$ 870
01-4-110-205	Educational Supplies	$ 1,535	$ 1,600	$ 1,600	$ 1,850
01-4-110-227	Janitorial Supplies	$ 789	$ 985	$ 650	$ 700
01-4-110-229	Tools & Other Supplies	$ 3,376	$ 2,400	$ 2,859	$ 3,100
01-4-110-250	Small Equipment	$ 1,467	$ -	$ -	$ -
	Total Supplies	**$ 9,385**	**$ 6,891**	**$ 7,394**	**$ 8,595**
01-4-110-301	Building Maintenance	$ 2,815	$ 2,000	$ 2,254	$ 3,074
01-4-110-302	Heat & A/C Maintenance	$ 3,414	$ 1,000	$ 500	$ 1,000
	Total Facility Maintenance	**$ 6,230**	**$ 3,000**	**$ 2,754**	**$ 4,074**
01-4-110-406	Computer System Maintenance	$ 2,234	$ 2,269	$ 2,172	$ 3,701
	Total Repairs & Maintenance	**$ 2,234**	**$ 2,269**	**$ 2,172**	**$ 3,701**
01-4-110-510	Dues & Publications	$ 425	$ 460	$ 400	$ 963
01-4-110-513	Travel & Training	$ 547	$ 1,200	$ 578	$ 529
01-4-110-521	Equipment Lease	$ 2,363	$ 2,400	$ 2,400	$ -
01-4-110-550	Insurance-General Liability	$ 69	$ 80	$ 131	$ 145
01-4-110-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 265
01-4-110-556	Insurance-Real Property	$ 1,005	$ 1,080	$ 1,014	$ 1,170
01-4-110-581	Communication Services	$ 762	$ 830	$ 810	$ 780
01-4-110-582	Gas Service	$ 821	$ 865	$ 560	$ 590
01-4-110-583	Electric Service	$ 6,808	$ 7,365	$ 6,728	$ 7,060
	Total Services	**$ 12,800**	**$ 14,280**	**$ 12,621**	**$ 11,502**
01-4-110-904	Transfer to Capital Equipment Fund	$ -	$ -	$ -	$ -
01-4-110-922	Transfer to Book Fund	$ 19,200	$ 20,000	$ 20,000	$ 20,000
	Total Transfers	**$ 19,200**	**$ 20,000**	**$ 20,000**	**$ 20,000**
	Total Library	**$ 248,689**	**$ 267,237**	**$ 261,227**	**$ 262,954**

Library

Account Number	Description			Amount
01-4-110-201	**Office Supplies**			
	- Letterhead, envelopes, & stationery	$	100	
	- Copier & printer paper	$	240	
	- Printer cartridges	$	1,585	
	- Other office supplies	$	150	**$ 2,075**
205	**Educational Supplies**			
	- Summer reading program flyers	$	500	
	- Summer reading program performers	$	350	
	- Summer reading program crafts & other supplies	$	500	
	- Story hour program	$	500	**$ 1,850**
229	**Tools & Other Supplies**			
	- Book processing materials	$	2,800	
	- USA, Texas, & City flags	$	300	**$ 3,100**
301	**Building Maintenance**			
	- Pest control	$	195	
	- Floor service	$	1,560	
	- Carpet cleaning	$	700	
	- Floor mats	$	319	
	- Repairs and maintenance of Library building	$	300	**$ 3,074**
406	**Computer System Maintenance**			
	- Content Café	$	300	
	- Invision CL application maintenance - 5%	$	101	
	- Collection software maintenance	$	1,600	
	- Cisco Smartnet maintenance	$	1,250	
	- Antivirus updates	$	450	**$ 3,701**
510	**Dues & Publications**			
	- Sparks magazine subscription	$	60	
	- TexShare database fee	$	453	
	- Texas Municipal Library Director Association dues	$	50	
	- Texas Library Association dues	$	100	
	- Public Libraries Journal	$	300	**$ 963**
513	**Travel & Training**			
	- Certified Public Librarian program	$	300	
	- Small libraries management course	$	200	
	- Online Student Center - 1%	$	29	**$ 529**
922	**Transfer to Book Fund**			
	- Replace outdated books			
	- Books in print			
	- Periodicals			
	- Adult, children, and reference books			**$ 20,000**

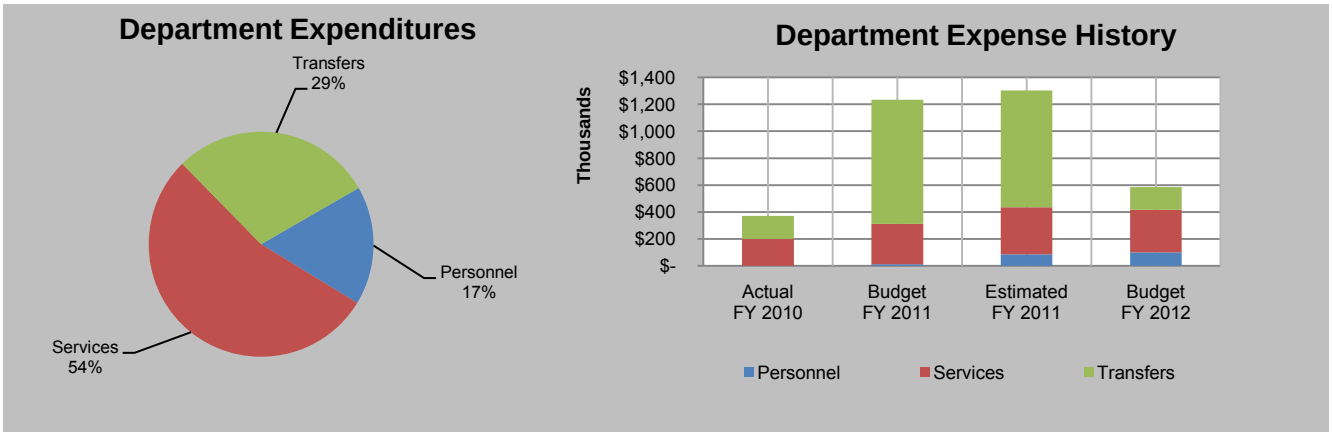
Description

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

- The employee merit pay plan 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.
- Funding for non-recurring or non-departmental items related directly to the City's Strategic Plan
- 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.
- 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.
- Transfers to other funds.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ 13,089	$ 86,244	$ 100,000
Services	$ 200,425	$ 298,716	$ 349,090	$ 316,267
Transfers	$ 170,000	$ 921,105	$ 867,568	$ 170,000
Total	**$ 370,425**	**$ 1,232,910**	**$ 1,302,902**	**$ 586,267**



Other Costs

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-120-160	Pay Plan Costs	$ -	$ 13,089	$ 86,244	$ 100,000
	Total Personnel	**$ -**	**$ 13,089**	**$ 86,244**	**$ 100,000**
01-4-120-571	Strategic Plan Elements	$ 90,410	$ 82,500	$ 136,037	$ 87,125
01-4-120-572	Fire Study & Fire Chief Search	$ -	$ 50,000	$ 50,000	$ -
01-4-120-705	Civil Service Costs	$ 25,803	$ 26,325	$ 20,000	$ 25,384
01-4-120-706	Contributions	$ 84,212	$ 93,053	$ 93,053	$ 103,758
01-4-120-707	Contingency	$ -	$ 46,838	$ 50,000	$ 100,000
	Total Services	**$ 200,425**	**$ 298,716**	**$ 349,090**	**$ 316,267**
01-4-120-903	Transfer to GF Capital Projects Fund	$ -	$ 200,405	$ 146,868	$ -
01-4-120-904	Transfer to Capital Equipment Fund	$ 100,000	$ 100,000	$ 100,000	$ 100,000
01-4-120-919	Transfer to Civil Service Fund	$ 70,000	$ 70,000	$ 70,000	$ 70,000
01-4-120-931	Transfer to H&B Trail Grant	$ -	$ 550,700	$ 550,700	$ -
	Total Transfers	**$ 170,000**	**$ 921,105**	**$ 867,568**	**$ 170,000**
	Total Other Costs	**$ 370,425**	**$ 1,232,910**	**$ 1,302,902**	**$ 586,267**

Other Costs

Account Number	Description			Amount
01-4-120-160	**Pay Plan Costs**			
	- Funding for pay plan increases for General Fund employees	$	75,000	
	- Funding for Civil Service step increases	$	25,000	**$ 100,000**
571	**Strategic Plan Elements**			
	- General Fund FY 2012 strategic plan elements:			
	- 1A Strategic plan update	$	2,625	
	- 1G Federal lobbyist	$	40,000	
	- 9A Congressional liaison trip - Mayor & City Manager	$	7,000	
	- 1E Police station needs assessment	$	35,000	
	- 2A Leadership training	$	2,500	**$ 87,125**
705	**Civil Service Costs**			
	- Funding for costs associated with civil service:			
	- Texas Fire Fighter & Police Officer civil service law update	$	100	
	- Civil Service training - 5 staff	$	2,500	
	- Psychological testing for Police Officer applicants	$	300	
	- Police Department promotional assessment center	$	6,000	
	- Legal costs	$	10,000	
	- TxPLERA/civil service workshop	$	984	
	- Testing for Fire Department promotions & new hires	$	5,500	**$ 25,384**
706	**Contributions**			
	- Belton Christian Youth Center	$	5,000	
	- Senior Citizen Center	$	10,000	
	- HOT Defense Alliance	$	5,630	
	- HOP Public Transportation	$	20,827	
	- Downtown Belton Merchants Association	$	2,500	
	- BISD crossing guard program	$	21,000	
	- Bell County Health District	$	38,801	**$ 103,758**
707	**Contingency**			
	- This appropriation is provided for in the City Charter, in an amount not to exceed 3% of total General fund expenditures. The contingency amount is to be used in case of unforeseen items of expenditures.			**$ 100,000**
904	**Transfer to Capital Equipment Fund**			
	- Transfer to Capital Equipment Fund			**$ 100,000**
919	**Transfer to Civil Service Fund**			
	- Sick leave accrual fund			**$ 70,000**

CITY OF BELTON, TEXAS
FOUNDED 1850

Description

The Solid Waste department is comprised of two divisions:

1. Collection
2. Brush

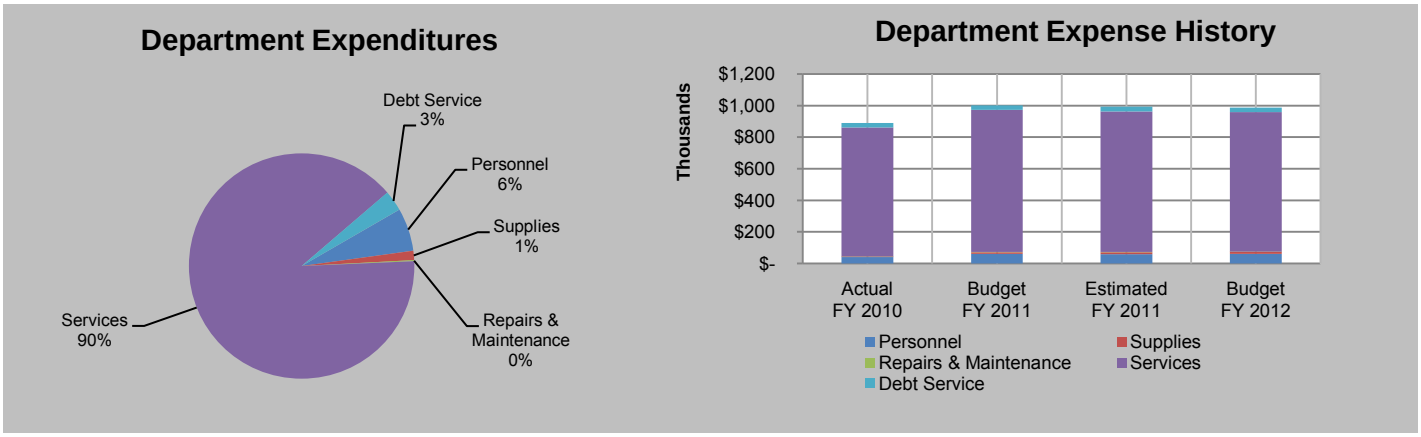
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 39,405	$ 60,321	$ 58,840	$ 60,733
Supplies	$ 5,584	$ 11,220	$ 12,140	$ 13,255
Repairs & Maintenance	$ 112	$ 2,000	$ 1,500	$ 1,500
Services	$ 815,982	$ 898,625	$ 890,708	$ 883,460
Debt Service	$ 29,156	$ 29,156	$ 29,156	$ 29,156
Total	**$ 890,239**	**$ 1,001,322**	**$ 992,344**	**$ 988,104**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Maintenance Worker II	0	1	1
Total	**0**	**1**	**1**

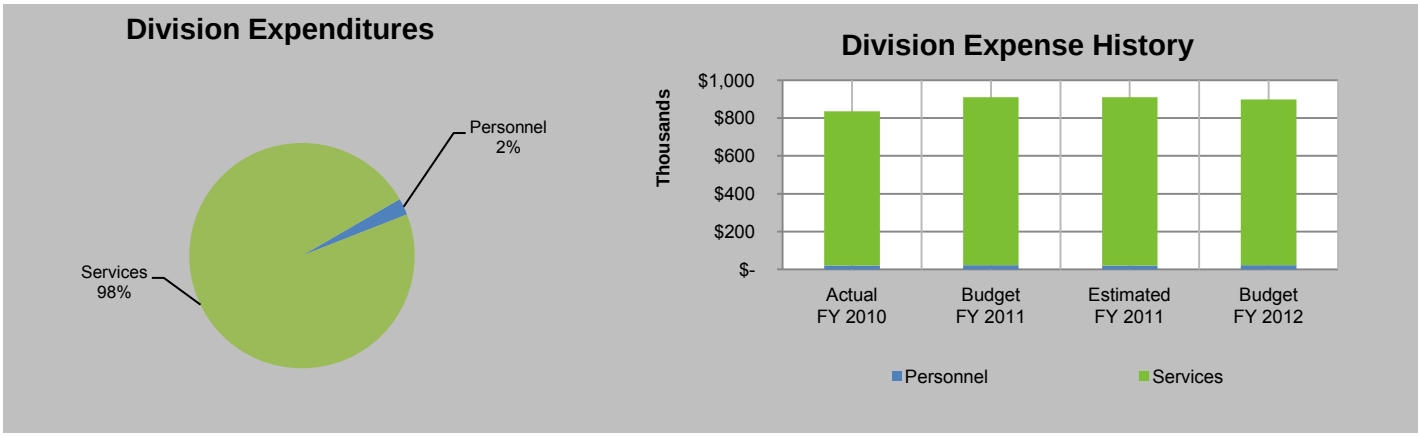


Description

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

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 20,189	$ 21,360	$ 20,649	$ 21,275
Supplies	$ -	$ 500	$ -	$ -
Services	$ 815,982	$ 889,000	$ 889,000	$ 877,250
Total	**$ 836,171**	**$ 910,860**	**$ 909,649**	**$ 898,525**



Solid Waste - Collection

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-131-101	Salaries-Administrative	$ 5,315	$ 5,549	$ 5,302	$ 5,548
01-4-131-102	Salaries-Professional	$ 3,415	$ 3,561	$ 3,407	$ 3,561
01-4-131-103	Salaries-Supervisory	$ 4,958	$ 5,196	$ 5,028	$ 5,178
01-4-131-104	Salaries-Operations	$ 2,543	$ 2,624	$ 2,583	$ 2,668
01-4-131-113	Health Insurance Allowance	$ 108	$ -	$ -	$ -
01-4-131-121	TMRS	$ 1,385	$ 1,442	$ 1,390	$ 1,245
01-4-131-122	FICA	$ 1,194	$ 1,296	$ 1,249	$ 1,297
01-4-131-123	Employee Insurance	$ 1,171	$ 1,584	$ 1,584	$ 1,673
01-4-131-124	Workers' Comp Insurance	$ 43	$ 51	$ 49	$ 48
01-4-131-125	Unemployment Compensation	$ 57	$ 57	$ 57	$ 57
	Total Personnel	**$ 20,189**	**$ 21,360**	**$ 20,649**	**$ 21,275**
01-4-131-229	Tools & Other Supplies	$ -	$ 500	$ -	$ -
	Total Supplies	**$ -**	**$ 500**	**$ -**	**$ -**
01-4-131-501	Advertising & Public Notices	$ 170	$ 750	$ 750	$ -
01-4-131-513	Travel & Training	$ -	$ 250	$ 250	$ -
01-4-131-721	Recycling Program	$ -	$ -	$ -	$ 1,250
01-4-131-722	Refuse Collection Contract	$ 815,812	$ 888,000	$ 888,000	$ 876,000
	Total Services	**$ 815,982**	**$ 889,000**	**$ 889,000**	**$ 877,250**
	Total Solid Waste - Collection	**$ 836,171**	**$ 910,860**	**$ 909,649**	**$ 898,525**

Refuse

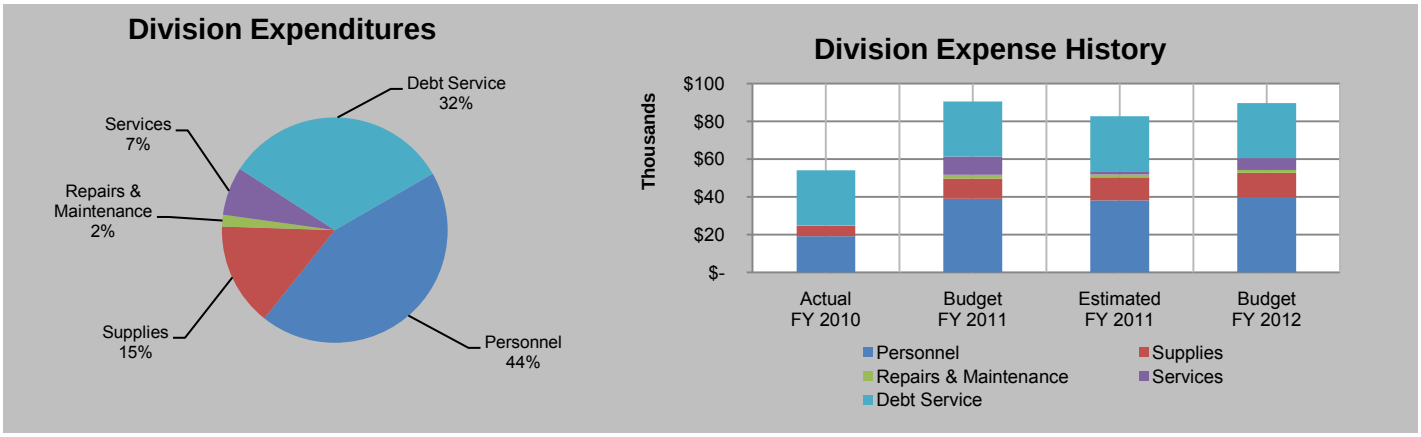
Account Number	Description	Amount
01-4-131-721	**Recycling Program** - Promotion and supplies for recycling efforts	**$ 1,250**
722	**Refuse Collection Contract** - Contract payments to private vendor for City-wide collection of refuse	**$ 876,000**

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 19,216	$ 38,961	$ 38,191	$ 39,458
Supplies	$ 5,584	$ 10,720	$ 12,140	$ 13,255
Repairs & Maintenance	$ 112	$ 2,000	$ 1,500	$ 1,500
Services	$ -	$ 9,625	$ 1,708	$ 6,210
Debt Service	$ 29,156	$ 29,156	$ 29,156	$ 29,156
Total	**$ 54,068**	**$ 90,462**	**$ 82,695**	**$ 89,579**

Workload/Demand Measures

Measurement	2010 Actual	2011 Estimated	FY 2012 Budget
Work Orders Completed	897	2,338	2,500



Solid Waste - Brush

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-132-104	Salaries-Operations	$ 13,972	$ 27,303	$ 26,672	$ 27,897
01-4-132-107	Salaries-Overtime	$ 32	$ -	$ -	$ -
01-4-132-121	TMRS	$ 1,200	$ 2,326	$ 2,272	$ 2,049
01-4-132-122	FICA	$ 1,043	$ 2,088	$ 2,040	$ 2,134
01-4-132-123	Employee Insurance	$ 1,903	$ 5,279	$ 5,279	$ 5,575
01-4-132-124	Workers' Comp Insurance	$ 877	$ 1,776	$ 1,739	$ 1,614
01-4-132-125	Unemployment Compensation	$ 189	$ 189	$ 189	$ 189
	Total Personnel	**$ 19,216**	**$ 38,961**	**$ 38,191**	**$ 39,458**
01-4-132-220	Clothing Supplies	$ 188	$ 505	$ 515	$ 515
01-4-132-222	Fuel	$ 4,755	$ 9,965	$ 11,125	$ 12,240
01-4-132-229	Tools & Other Supplies	$ 377	$ 250	$ 500	$ 500
01-4-132-250	Small Equipment	$ 264	$ -	$ -	$ -
	Total Supplies	**$ 5,584**	**$ 10,720**	**$ 12,140**	**$ 13,255**
01-4-132-403	Vehicle Maintenance	$ 112	$ 2,000	$ 1,500	$ 1,500
	Total Repairs & Maintenance	**$ 112**	**$ 2,000**	**$ 1,500**	**$ 1,500**
01-4-132-501	Advertising & Public Notices	$ -	$ 1,000	$ 500	$ 500
01-4-132-550	Insurance - General Liability	$ -	$ 388	$ -	$ -
01-4-132-554	Insurance - Automobile	$ -	$ 487	$ 708	$ 710
01-4-132-573	Tipping Fees	$ -	$ 7,750	$ 500	$ 5,000
	Total Services	**$ -**	**$ 9,625**	**$ 1,708**	**$ 6,210**
01-4-132-601	Debt Service Payments	$ 29,156	$ 29,156	$ 29,156	$ 29,156
	Total Debt Service	**$ 29,156**	**$ 29,156**	**$ 29,156**	**$ 29,156**
	Total Solid Waste - Brush	**$ 54,068**	**$ 90,462**	**$ 82,695**	**$ 89,579**
	Total Solid Waste	**$ 890,239**	**$ 1,001,322**	**$ 992,344**	**$ 988,104**

Brush

Account Number	Description			Amount
01-4-132-220	**Clothing Supplies**			
	- Steel toed boots	$	140	
	- Tee shirts	$	10	
	- Uniforms	$	318	
	- Safety glasses & gloves	$	21	
	- Foul weather gear	$	26	**$ 515**
229	**Tools & Other Supplies**			
	- Chainsaw	$	100	
	- Traffic cones	$	50	
	- Hand tools	$	200	
	- Insect repellant & first aid kit	$	50	
	- Ice, Gatorade, etc.	$	100	**$ 500**
403	**Vehicle Maintenance**			
	- Maintenance for brush truck			**$ 1,500**
573	**Tipping fees**			
	- Tipping fees for brush disposal			**$ 5,000**
601	**Debt Service Payments**			
	- Payment to Capital Equipment Fund - brush truck loan payment #3 of 5			**$ 29,156**

Description

The Public Works department is comprised of two divisions:

1. Fleet
2. Buildings and Grounds

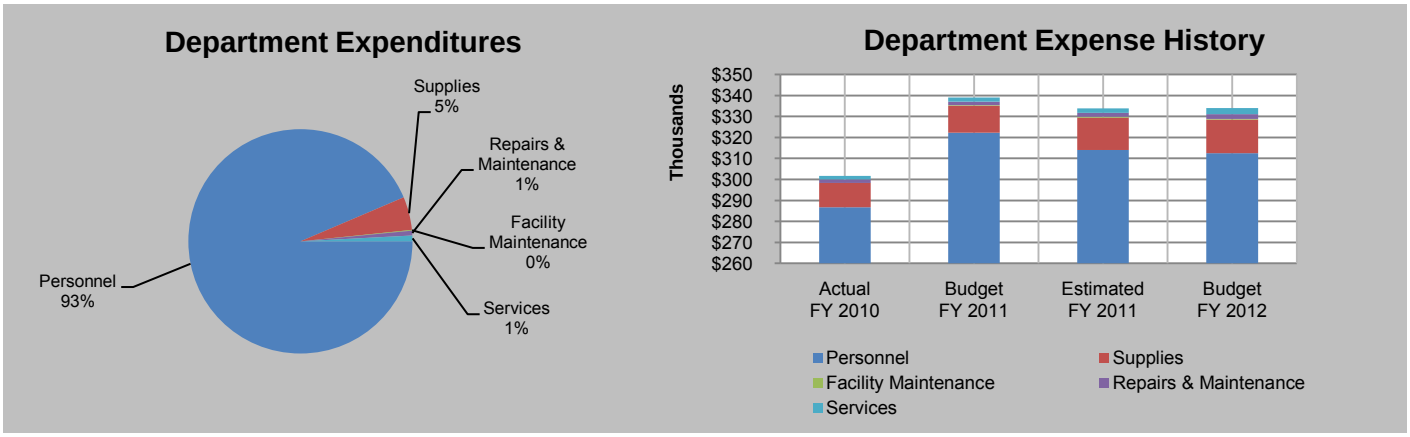
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 286,701	$ 322,228	$ 313,948	$ 312,498
Supplies	$ 11,606	$ 12,782	$ 15,501	$ 15,961
Facility Maintenance	$ 84	$ 400	$ 400	$ 400
Repairs & Maintenance	$ 1,588	$ 1,700	$ 1,850	$ 2,275
Services	$ 1,759	$ 1,890	$ 2,125	$ 2,795
TOTAL	**$ 301,740**	**$ 339,000**	**$ 333,824**	**$ 333,929**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Shop Supervisor	1	1	1
Shop Foreman	1	1	1
Mechanic	1	1	1
Building Superintendent	1	1	1
Sr. Maintenance Worker	1	1	1
Custodian	2	2	2
Total	**7**	**7**	**7**



Mission

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

Description

- 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

- Kept all vehicles and equipment in good working order. (B10)
- Continued to improve preventive maintenance program for vehicles and heavy equipment. (B10)
- Built fences at Yettie Polk Park. (C6)
- Built and installed canopies over picnic tables at Yettie Polk, Heritage, and Tiger Park. (C6)

Goals

- Continue improving preventive maintenance program for vehicles and heavy equipment. (B10)
- Research and assist in design and construction of new shop building. (B10)
- Keep all vehicles and equipment in good working order. (B10)
- Purchase equipment for new shop building. (B10)
- Start database to keep track of repairs and maintenance on all City vehicles. (B10)

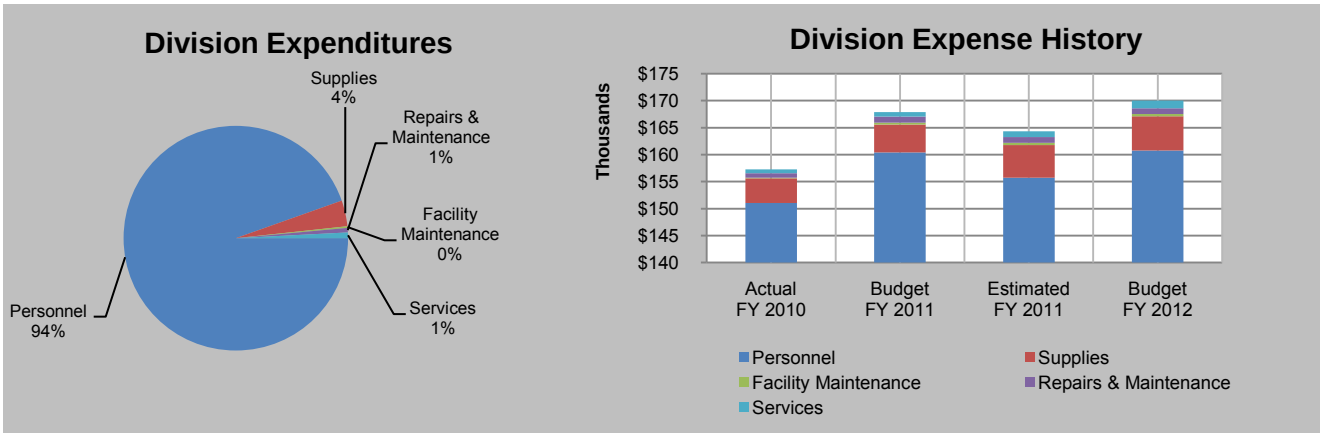
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 151,039	$ 160,392	$ 155,750	$ 160,777
Supplies	$ 4,587	$ 5,164	$ 6,034	$ 6,339
Facility Maintenance	$ 84	$ 400	$ 400	$ 400
Repairs & Maintenance	$ 825	$ 1,100	$ 1,100	$ 1,100
Services	$ 719	$ 820	$ 1,054	$ 1,390
Total	**$ 157,254**	**$ 167,876**	**$ 164,338**	**$ 170,006**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Work Orders Completed	1,150	1,235	1,263



Maintenance - Fleet

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-141-101	Salaries-Administrative	$ 8,115	$ 8,485	$ 8,095	$ 8,484
01-4-141-103	Salaries-Supervisory	$ 49,613	$ 51,805	$ 49,706	$ 52,008
01-4-141-104	Salaries-Operations	$ 57,315	$ 59,809	$ 58,394	$ 60,488
01-4-141-107	Salaries-Overtime	$ 348	$ 500	$ 500	$ 500
01-4-141-121	TMRS	$ 9,791	$ 10,275	$ 9,940	$ 8,923
01-4-141-122	FICA	$ 8,241	$ 9,226	$ 8,927	$ 9,293
01-4-141-123	Employee Insurance	$ 14,192	$ 16,365	$ 16,365	$ 17,283
01-4-141-124	Workers' Comp. Insurance	$ 2,839	$ 3,341	$ 3,237	$ 3,212
01-4-141-125	Unemployment Compensation	$ 586	$ 586	$ 586	$ 586
	Total Personnel	**$ 151,039**	**$ 160,392**	**$ 155,750**	**$ 160,777**
01-4-141-201	Office Supplies	$ -	$ -	$ 25	$ 25
01-4-141-220	Clothing Supplies	$ 1,435	$ 1,434	$ 1,464	$ 1,464
01-4-141-221	Chemical Supplies	$ 10	$ 250	$ 250	$ 250
01-4-141-222	Fuel	$ 1,916	$ 2,280	$ 3,095	$ 3,400
01-4-141-227	Janitorial Supplies	$ 128	$ 300	$ 300	$ 300
01-4-141-229	Tools & Other Supplies	$ 1,097	$ 900	$ 900	$ 900
01-4-141-250	Small Equipment	$ -	$ -	$ -	$ -
	Total Supplies	**$ 4,587**	**$ 5,164**	**$ 6,034**	**$ 6,339**
01-4-141-301	Building Maintenance	$ 79	$ 200	$ 200	$ 200
01-4-141-302	Heat & A/C Maintenance	$ 5	$ 200	$ 200	$ 200
	Total Facility Maintenance	**$ 84**	**$ 400**	**$ 400**	**$ 400**
01-4-141-402	Equipment & Machinery Maint.	$ 575	$ 500	$ 500	$ 500
01-4-141-403	Vehicle Maintenance	$ 251	$ 500	$ 500	$ 500
01-4-141-407	Radio Maintenance	$ -	$ 100	$ 100	$ 100
	Total Repairs & Maintenance	**$ 825**	**$ 1,100**	**$ 1,100**	**$ 1,100**
01-4-141-510	Dues & Publications	$ 15	$ 15	$ -	$ -
01-4-141-513	Travel & Training	$ 25	$ 25	$ 175	$ 300
01-4-141-550	Insurance - General Liability	$ -	$ -	$ 103	$ 105
01-4-141-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 195
01-4-141-554	Insurance-Automobile	$ 405	$ 480	$ 476	$ 480
01-4-141-581	Communication Services	$ 274	$ 300	$ 300	$ 310
	Total Services	**$ 719**	**$ 820**	**$ 1,054**	**$ 1,390**
	Total Maintenance - Fleet	**$ 157,254**	**$ 167,876**	**$ 164,338**	**$ 170,006**

Maintenance - Fleet

Account Number	Description			Amount
01-4-141-220	**Clothing Supplies**			
	- Uniform rental - 3 staff	$	954	
	- Tee shirts	$	30	
	- Safety glasses	$	60	
	- Steel toed boots - 3 staff	$	420	**$ 1,464**
221	**Chemical Supplies**			
	- Oxygen & acetylene			**$ 250**
227	**Janitorial Supplies**			
	- Hand cleaner	$	150	
	- Floor sweep	$	150	**$ 300**
229	**Tools & Other Supplies**			
	- Grease guns & grease	$	160	
	- Soapstone	$	150	
	- Wire, washers, ties, couplers, etc.	$	160	
	- Break room supplies	$	100	
	- Fuses, spray paint, adhesives	$	170	
	- Shop towels	$	160	**$ 900**
513	**Travel & Training**			
	- Texas Truck & Equipment Show - 2 staff			**$ 300**

Mission

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

Description

- 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

- Completed repairs necessary to restore operation of solar power units at Harris Park. (A13)
- Contracted for necessary repairs to lights at Hike & Bike Trail. (B3)
- Renovated the dog kennel at the Police Station. (B10)
- Relocated the caution light for the low water crossing at Nolan Creek. (B10, E1)

Goals

- Document all preventive work done on all air conditioner units. (B10)
- Repair electrical power to lights and irrigation system at Chisholm Trail Park. (B10)

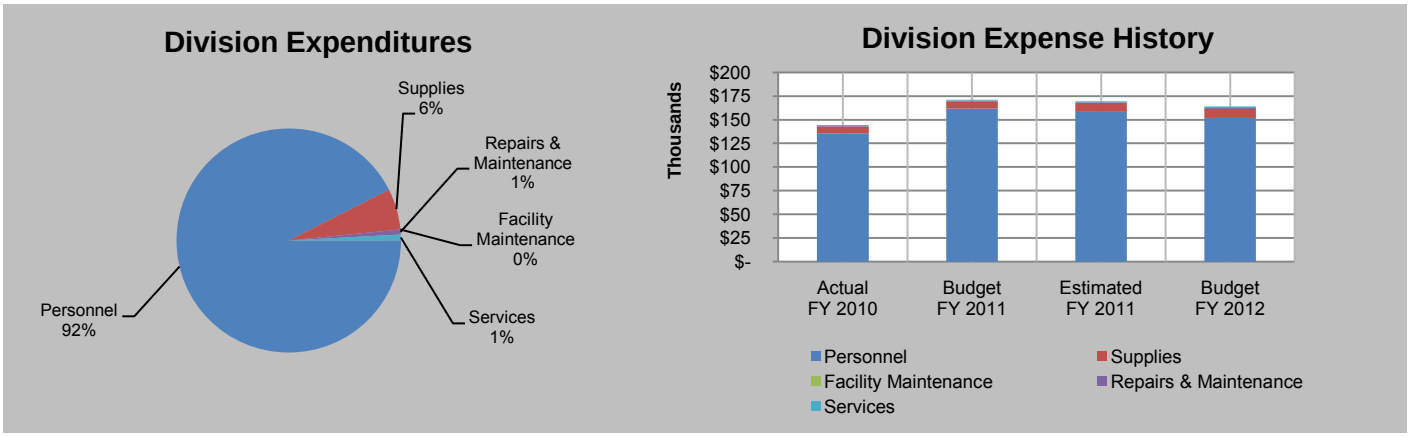
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 135,662	$ 161,836	$ 158,198	$ 151,721
Supplies	$ 7,020	$ 7,618	$ 9,467	$ 9,622
Facility Maintenance	$ -	$ -	$ -	$ -
Repairs & Maintenance	$ 763	$ 600	$ 750	$ 1,175
Services	$ 1,041	$ 1,070	$ 1,071	$ 1,405
Total	**$ 144,486**	**$ 171,124**	**$ 169,486**	**$ 163,923**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Sq. Ft. of Bldgs. Cleaned	30,000	32,149	35,286
Work Orders Completed	593	619	738



Maintenance - Buildings & Grounds

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
01-4-142-103	Salaries-Supervisory	$ 41,904	$ 45,478	$ 43,846	$ 36,999
01-4-142-104	Salaries-Operations	$ 57,188	$ 71,295	$ 69,876	$ 71,758
01-4-142-107	Salaries-Overtime	$ 428	$ 200	$ 200	$ 200
01-4-142-121	TMRS	$ 8,431	$ 9,961	$ 9,700	$ 8,002
01-4-142-122	FICA	$ 7,564	$ 8,948	$ 8,715	$ 8,335
01-4-142-123	Employee Insurance	$ 16,025	$ 21,013	$ 21,013	$ 22,199
01-4-142-124	Workers' Comp. Insurance	$ 3,461	$ 4,185	$ 4,092	$ 3,472
01-4-142-125	Unemployment Compensation	$ 662	$ 756	$ 756	$ 756
	Total Personnel	**$ 135,662**	**$ 161,836**	**$ 158,198**	**$ 151,721**
01-4-142-220	Clothing Supplies	$ 1,615	$ 1,648	$ 1,692	$ 1,692
01-4-142-222	Fuel	$ 4,510	$ 4,675	$ 6,575	$ 7,230
01-4-142-227	Janitorial Supplies	$ 20	$ -	$ 50	$ 50
01-4-142-229	Tools & Other Supplies	$ 874	$ 1,025	$ 650	$ 650
01-4-142-250	Small Equipment	$ -	$ 270	$ 500	$ -
	Total Supplies	**$ 7,020**	**$ 7,618**	**$ 9,467**	**$ 9,622**
01-4-142-402	Equipment & Machinery Maintenance	$ 26	$ -	$ 100	$ 200
01-4-142-403	Vehicle Maintenance	$ 737	$ 600	$ 600	$ 800
01-4-142-406	Computer Maintenance	$ -	$ -	$ -	$ 75
01-4-142-407	Radio Maintenance	$ -	$ -	$ 50	$ 100
	Total Repairs & Maintenance	**$ 763**	**$ 600**	**$ 750**	**$ 1,175**
01-4-142-510	Dues & Publications	$ -	$ 30	$ 30	$ 125
01-4-142-513	Travel & Training	$ 63	$ 25	$ 25	$ -
01-4-142-550	Insurance - General Liability	$ -	$ -	$ 96	$ 100
01-4-142-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 180
01-4-142-554	Insurance-Automobile	$ 615	$ 655	$ 560	$ 650
01-4-142-581	Communication Services	$ 363	$ 360	$ 360	$ 350
	Total Services	**$ 1,041**	**$ 1,070**	**$ 1,071**	**$ 1,405**
	Total Maint. - Bldgs & Grounds	**$ 144,486**	**$ 171,124**	**$ 169,486**	**$ 163,923**
	Total Maintenance	**$ 301,740**	**$ 339,000**	**$ 333,824**	**$ 333,929**

Maintenance - Buildings & Grounds

Account Number	Description			Amount
01-4-142-220	**Clothing Supplies**			
	- Uniform rental - 4 staff	$	1,272	
	- Tee shirts	$	40	
	- Gloves	$	100	
	- Steel toed boots - 2 staff	$	280	**$ 1,692**
229	**Tools & Other Supplies**			
	- Electrical tools	$	250	
	- Plumbing tools	$	250	
	- Other tools	$	150	**$ 650**
510	**Dues & Publications**			
	- Sam's Club membership	$	25	
	- Pest control license renewal	$	100	**$ 125**
581	**Communication Services**			
	- Cellular phone service			**$ 350**

CITY OF BELTON, TEXAS
FOUNDED 1850

CITY OF BELTON
Available Cash Projection
FY 2012

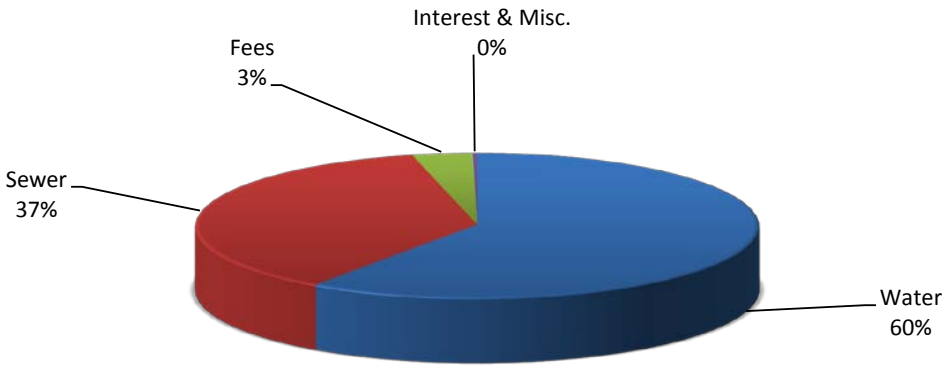
- Water & Sewer Fund

Beginning Cash Balance				**$ 3,743,961**
Budgeted Revenues		$ 5,006,500		
Budgeted Expenditures				
Personnel	$ 1,235,511			
Supplies	$ 130,004			
Repairs & Maintenance	$ 144,593			
Services	$ 235,488			
Water Purchases	$ 1,225,037			
Sewer Treatment	$ 547,464			
Transfer to GF	$ 478,844			
Contingency	$ 25,000			
Debt Service	$ 736,782			
Total Operating & Debt Expenditures		$ (4,758,723)		
Revenues in Excess of O&M & Debt Expense		$ 247,777		
TBRSS Expansion		$ (350,000)		
Capital Outlay		$ (145,000)		
Strategic Plan		$ (27,875)		
Net impact of Budget on Cash				$ (275,098)
Projected Ending Cash Balance			(b)	**$ 3,468,863**
Minimum Cash Balance (3 months O&M Budget)			(a)	$ (1,005,485)
Highest Annual Debt Service				$ (759,677)
Projected Cash Balance in Excess of Minimum				**$ 1,703,701**

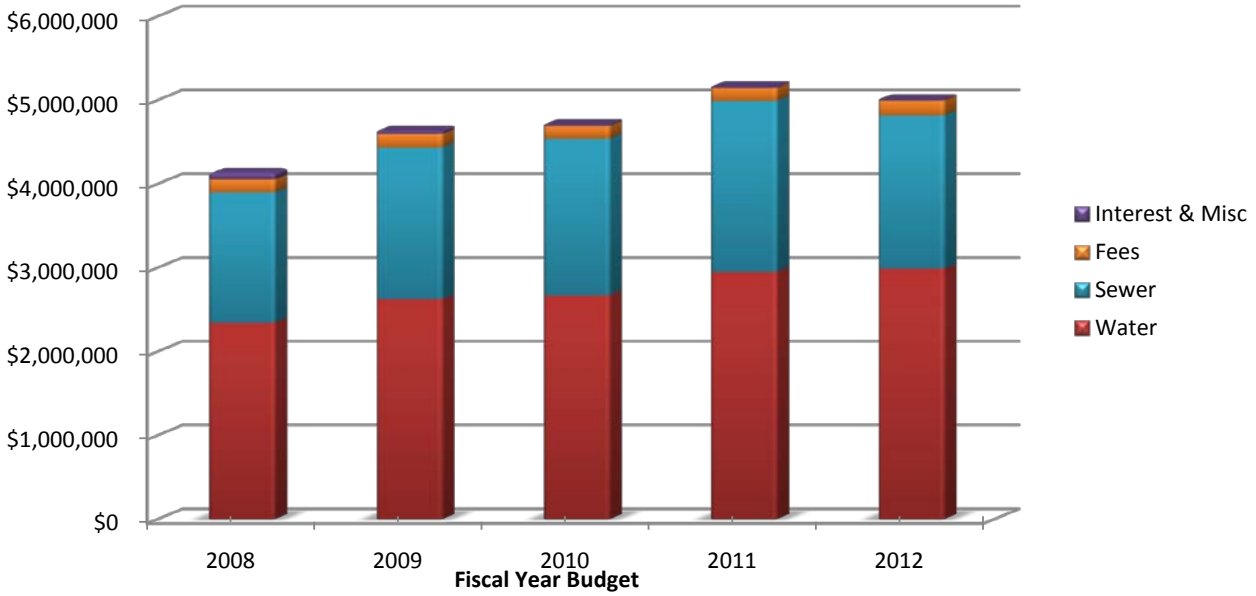
(a) City policy requires a minimum unreserved cash balance equal to at least three months of operating expenditures and one year of annual debt service. For the proposed FY 2012 budget, the minimum cash balance is $1,765,162. The projected cash balance at the end of FY 2012 is 8.08 months of operating expenditures plus one year of annual debt service.

(a) Decrease in cash is planned, and results from the use of cash for capital outlay and Strategic Plan elements.

Water & Sewer Fund
- Revenues -
FY 2012

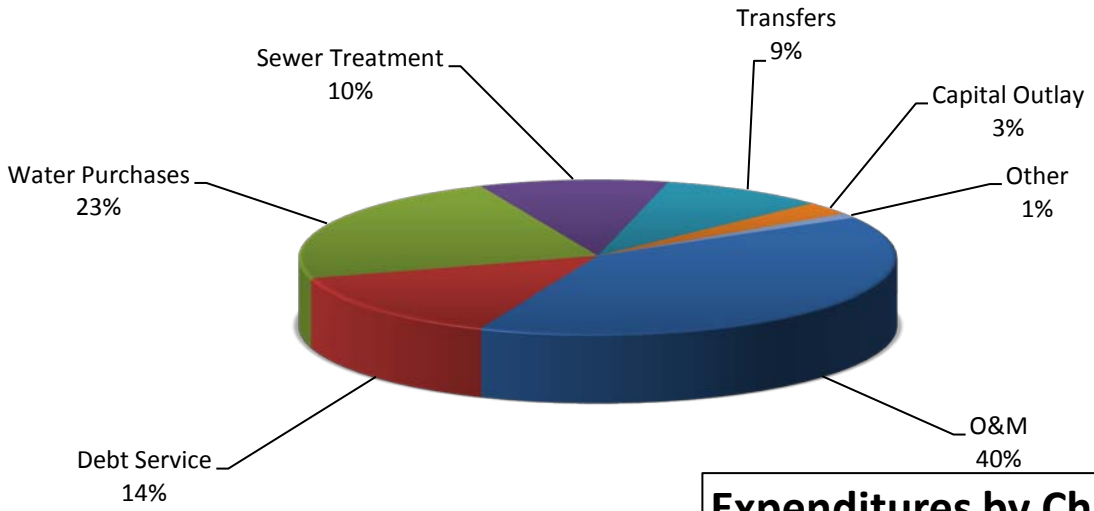


Revenues by Source
FY 2012 Budget

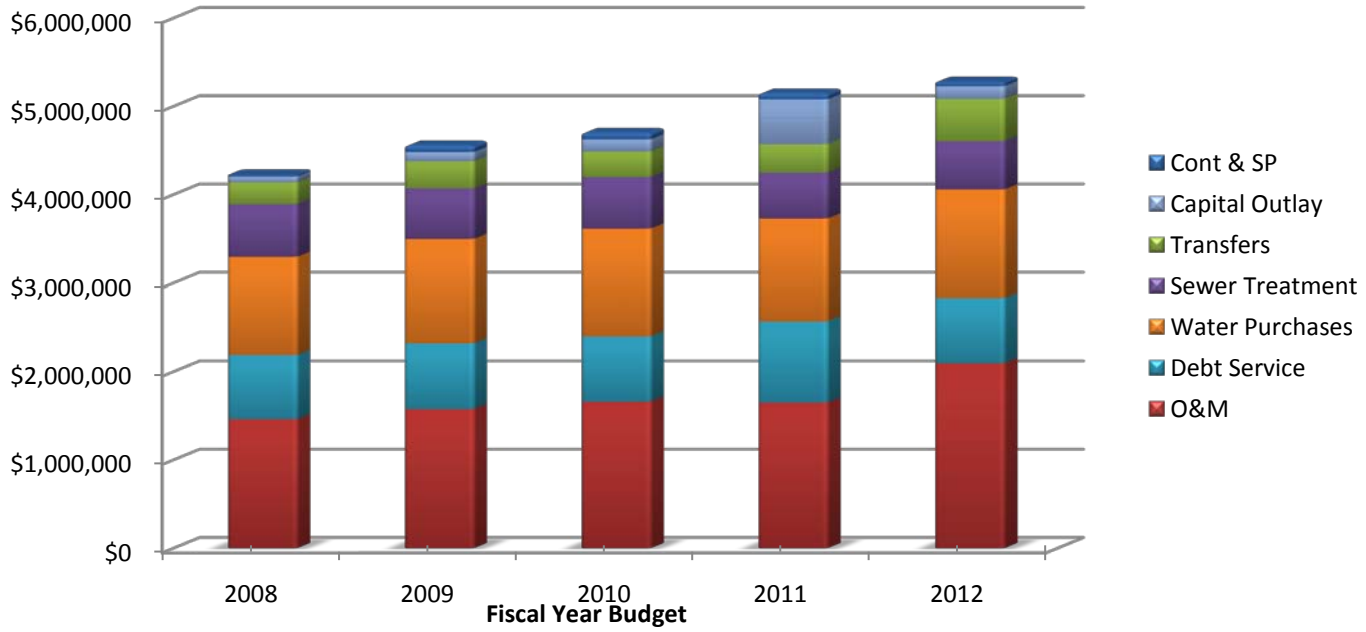


Revenues by Source
Last Five Budgets

Water & Sewer Fund
- Expenditures -
FY 2012



Expenditures by Character
FY 2012 Budget



Expenditures by Character
Last Five Budgets

Water & Sewer Fund Revenues

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-3-5500	Water Revenue	$ 2,951,108	$ 3,142,340	$ 3,250,000	$ 2,977,000
02-3-5505	Sale of Bulk Water	$ 8,103	$ 5,000	$ 25,000	$ 10,000
02-3-5510	Sewer Revenue	$ 1,790,603	$ 1,858,825	$ 1,855,000	$ 1,830,000
	Total Water/Sewer Revenue	**$ 4,749,814**	**$ 5,006,165**	**$ 5,130,000**	**$ 4,817,000**
02-3-5610	Late Payment Fees	$ 77,750	$ 75,000	$ 79,000	$ 79,000
02-3-5620	Reconnect Fees	$ 27,870	$ 25,000	$ 30,900	$ 30,000
02-3-5630	New Service Fees	$ 17,645	$ 15,000	$ 16,700	$ 16,000
02-3-5640	Transfer Fees	$ 1,540	$ 1,500	$ 1,500	$ 1,500
02-3-5650	Taps & Connections	$ 73,139	$ 53,633	$ 65,000	$ 50,000
02-3-5710	Sale of City Property	$ -	$ -	$ 4,472	$ -
02-3-6110	Insurance Proceeds	$ -	$ 847	$ 847	$ -
02-3-7010	Miscellaneous Income	$ 12,440	$ 6,000	$ 7,982	$ 8,000
	Total Other Income	**$ 210,384**	**$ 176,980**	**$ 206,401**	**$ 184,500**
02-3-9100	Interest Income-Bank	$ 101	$ -	$ -	$ -
02-3-9120	Interest Income-TexPool	$ 2,306	$ 7,000	$ 5,300	$ 5,000
02-3-9121	Interest Income-TexStar	$ 3,277	$ -	$ -	$ -
02-3-9140	Interest Income - Bond Proceeds	$ 2,419	$ -	$ -	$ -
	Total Interest Income	**$ 8,103**	**$ 7,000**	**$ 5,300**	**$ 5,000**
	Total Water/Sewer Revenues	**$ 4,968,300**	**$ 5,190,145**	**$ 5,341,701**	**$ 5,006,500**

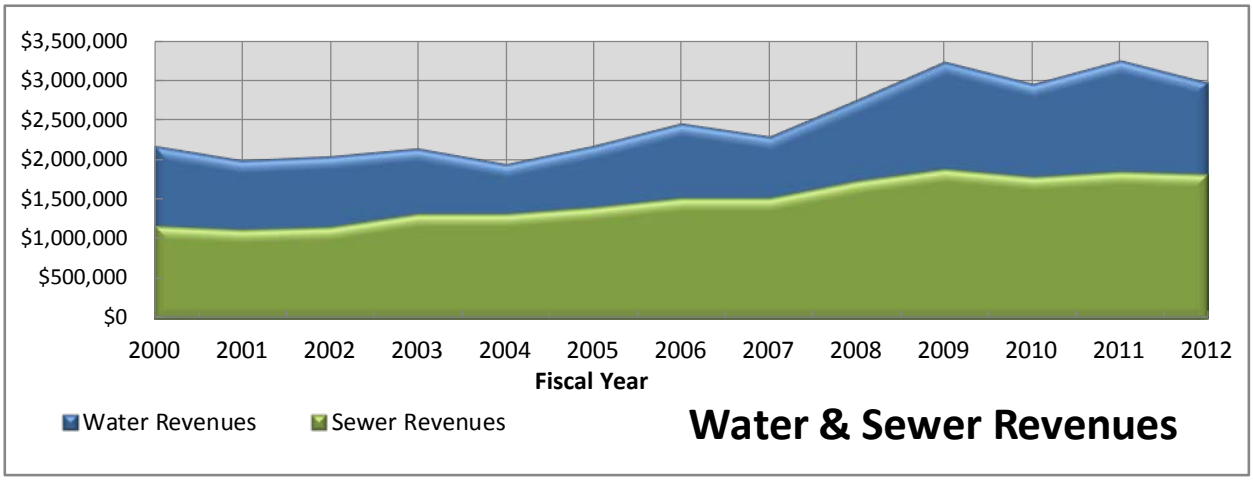
- WATER AND SEWER REVENUES -
Revenue Assumptions

02-3-5500	**Water Revenue**	**$2,977,000**
02-3-5510	**Sewer Revenue**	**$1,830,000**

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. Due to the recession, the City chose to defer some system improvements and associated rate increases scheduled for FY 2011 and FY 2012. An update of the rate study will be completed in FY 2012, modifying and extending the original five-year rate plan through FY 2017. It is anticipated that rates may be modified during FY 2013 after completion of the study, to pay for re-scheduled infrastructure projects, including construction of an expansion of the Temple-Belton Regional Sewer System plant.

Water and sewer revenues are projected using average consumption based on a five-year historical consumption trend, with a cushion to allow adequate revenue even during a wet weather year. Water and sewer rates appear in the reference section of this document.

Water sales hit record highs in FY 2011, due to extremely hot and dry conditions. Sewer revenues were lower than the original budget due to deferment of an anticipated rate increase.



The above chart shows the elasticity of **water revenues** which are highly dependent on the weather – the hotter and dryer the weather, the more water is consumed. The chart shows a flatter trend for **sewer revenues**, because not all sewer charges are billed on total water consumption. Residential customers are billed for sewer based on their water consumption, but the maximum sewer consumption is capped at 15,000 gallons per month. Non-residential customers are billed for sewer service based on 100% of their water consumption. The general upward trend of this graph also illustrates growth in the number of customers, as well as rate increases over the years.

02-3-5610	**Late Payment Fees**	**$79,000**

This revenue is generated by a $10 late fee assessed on past due utility payments. FY 2012 budget projections are based on current average monthly late fees.

02-3-5620	**Reconnect Fees**	**$30,000**
02-3-5630	**New Service Fees**	**$16,000**
02-3-5640	**Transfer Fees**	**$ 1,500**

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 2012 revenues are budgeted at a slight increase from the FY 2011 budget, based on year-end projected levels.

02-3-5650	**Taps & Connections**	**$50,000**

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 forecast. The revenue projection is based on trend analysis, taking into account predicted construction levels. FY 2011 revenues were above budget, but below FY 2010 levels. FY 2012 budgeted revenues are projected slightly lower than both of those levels, in anticipation of slow housing activity.

02-3-9120	**Interest Income**	**$5,000**

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. 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 2012 are $5,000.

Description

The Utility Administration Department is comprised of two divisions:

1. Operations
2. Finance

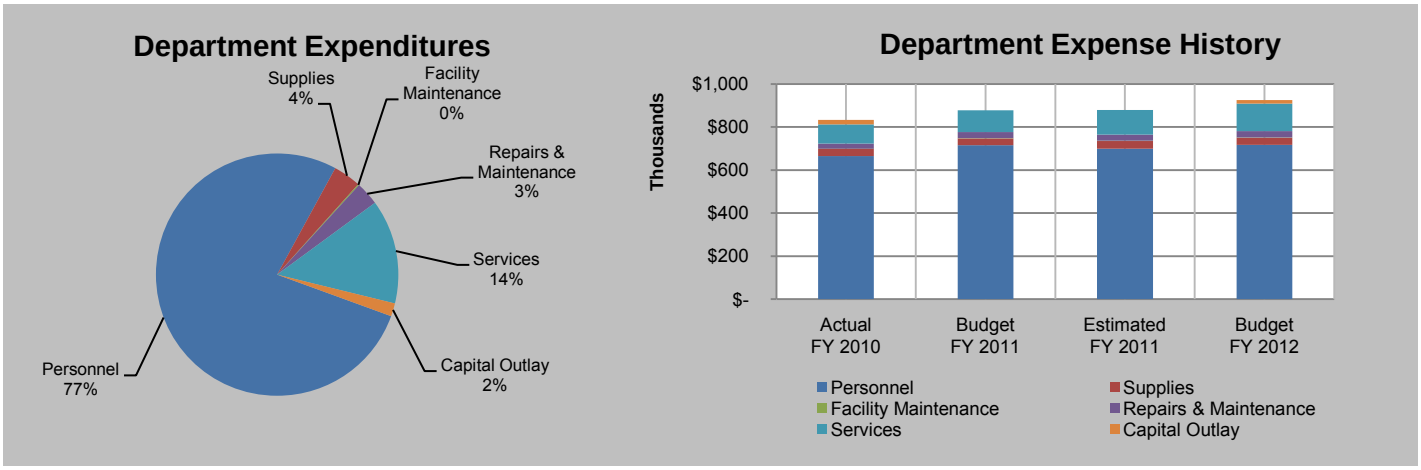
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 665,003	$ 715,593	$ 699,031	$ 716,221
Supplies	$ 33,422	$ 31,748	$ 36,366	$ 33,963
Facility Maintenance	$ 512	$ 625	$ 1,000	$ 1,500
Repairs & Maintenance	$ 24,627	$ 27,902	$ 28,561	$ 28,926
Services	$ 88,797	$ 101,171	$ 113,449	$ 128,709
Capital Outlay	$ 20,951	$ -	$ -	$ 16,000
Total	**$ 833,311**	**$ 877,039**	**$ 878,407**	**$ 925,319**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Director of Public Works	1	1	1
Assistant Director of PW	1	1	1
Construction Inspector	0	1	1
Utility Billing Supervisor	1	1	1
Cashier	1	1	1
Utility Administration Clerk	1	1	1
Meter Readers	3	3	3
Total	**8**	**9**	**9**



Mission

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

Description

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

Accomplishments

- Identified and scheduled older fire hydrants for replacement. (F3)
- Monitored progress of new subdivision infrastructure. (F3)
- Identified meters for replacement to ensure meter accuracy and minimize water loss. (F3)
- Continued to educate the public on water conservation and preservation. (A8, B8)

Goals

- Continue meter replacement program to insure meter accuracy and minimize water loss. (F3)
- Continue to educate the public on water conservation and preservation. (A8, B8)
- Prepare for and move to new Public Works location. (B10)
- Update system for tracking all work orders, inventories, and other record keeping issues. (A14)
- Develop a revised ordinance for industrial pre-treatment. (F3)
- Develop and implement a cross connection control ordinance. (F3)
- Identify and schedule older fire hydrants for replacement. (F3)
- Establish weekly meetings with supervisors to improve communications, track projects, and ensure that all requirements are met. (A7)

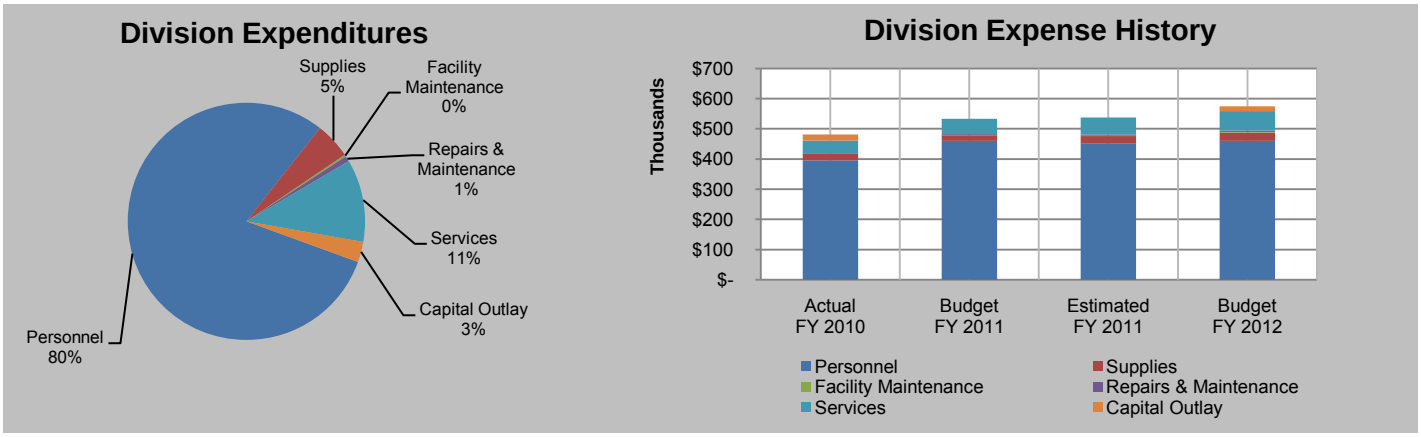
(Strategic Plan Goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 395,935	$ 460,007	$ 450,234	$ 460,055
Supplies	$ 20,315	$ 17,959	$ 25,922	$ 28,108
Facility Maintenance	$ 512	$ 625	$ 1,000	$ 1,500
Repairs & Maintenance	$ 2,012	$ 4,285	$ 4,735	$ 4,225
Services	$ 42,078	$ 50,025	$ 55,157	$ 64,554
Capital Outlay	$ 20,951	$ -	$ -	$ 16,000
Total	**$ 481,804**	**$ 532,901**	**$ 537,048**	**$ 574,442**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Indust. Pre-Treat. Reports	2	2	2
Indust. Pre-Treat. Inspec.	2	2	2
TNRCC Surveys	1	1	1
Total Water Cons.-Gallons	715,387,010	971,148,950	950,000,000
Gallons - Highest Day	4,499,600	5,486,000	5,400,000
Gallons - Average Day	1,959,964	2,660,682	2,602,740



Utility Administration - Operations

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-4-201-101	Salaries-Administrative	$ 136,222	$ 142,425	$ 136,120	$ 142,400
02-4-201-102	Salaries-Professional	$ 17,760	$ 45,835	$ 30,769	$ 47,588
02-4-201-103	Salaries-Supervisory	$ 35,075	$ 36,724	$ 35,455	$ 37,182
02-4-201-104	Salaries-Operations	$ 121,274	$ 126,742	$ 126,131	$ 127,735
02-4-201-107	Salaries-Overtime	$ 897	$ 1,878	$ 1,878	$ 1,899
02-4-201-113	Health Insurance Allowance	$ 6,286	$ -	$ -	$ -
02-4-201-121	TMRS	$ 27,005	$ 30,191	$ 28,206	$ 26,207
02-4-201-122	FICA	$ 23,571	$ 27,112	$ 25,333	$ 27,296
02-4-201-123	Employee Insurance	$ 20,873	$ 41,073	$ 39,754	$ 42,437
02-4-201-124	Workers' Comp. Insurance	$ 5,522	$ 6,553	$ 6,324	$ 5,869
02-4-201-125	Unemployment Compensation	$ 1,450	$ 1,474	$ 1,427	$ 1,442
02-4-201-150	New Personnel Requests	$ -	$ -	$ 18,837	$ -
	Total Personnel	**$ 395,935**	**$ 460,007**	**$ 450,234**	**$ 460,055**
02-4-201-201	Office Supplies	$ 916	$ 1,300	$ 1,300	$ 1,300
02-4-201-202	Postage	$ 55	$ 60	$ 90	$ 80
02-4-201-220	Clothing Supplies	$ 2,530	$ 2,354	$ 2,354	$ 2,983
02-4-201-222	Fuel	$ 13,131	$ 13,390	$ 21,310	$ 22,570
02-4-201-227	Janitorial Supplies	$ 21	$ 30	$ 30	$ 100
02-4-201-229	Tools & Other Supplies	$ 1,095	$ 825	$ 838	$ 1,075
02-4-201-250	Small Equipment	$ 2,567	$ -	$ -	$ -
	Total Supplies	**$ 20,315**	**$ 17,959**	**$ 25,922**	**$ 28,108**
02-4-201-301	Building Maintenance	$ 91	$ 100	$ 500	$ 1,000
02-4-201-302	Heat & A/C Maintenance	$ 421	$ 525	$ 500	$ 500
	Total Facility Maintenance	**$ 512**	**$ 625**	**$ 1,000**	**$ 1,500**
02-4-201-403	Vehicle Maintenance	$ 1,685	$ 3,600	$ 4,000	$ 3,000
02-4-201-406	Computer Maintenance	$ 75	$ 485	$ 485	$ 925
02-4-201-407	Radio Maintenance	$ 253	$ 200	$ 250	$ 300
	Total Repairs & Maintenance	**$ 2,012**	**$ 4,285**	**$ 4,735**	**$ 4,225**
02-4-201-501	Advertising	$ 28	$ -	$ -	$ -
02-4-201-510	Dues & Publications	$ 970	$ 930	$ 930	$ 1,259
02-4-201-513	Travel & Training	$ 1,576	$ 2,820	$ 2,820	$ 4,150
02-4-201-521	Equipment Lease	$ 1,249	$ 1,250	$ 1,250	$ 1,250
02-4-201-550	Insurance-General Liability	$ 208	$ 240	$ 552	$ 585
02-4-201-551	Insurance- Errors & Omissions	$ -	$ -	$ -	$ 1,090
02-4-201-554	Insurance-Automobile	$ 966	$ 1,150	$ 1,330	$ 1,510
02-4-201-556	Insurance-Real Property	$ 367	$ 420	$ 407	$ 460
02-4-201-561	Legal Services	$ 200	$ 4,275	$ 2,500	$ 5,000
02-4-201-562	Engineering	$ 29,439	$ 25,000	$ 30,000	$ 30,000
02-4-201-570	Special Services	$ 2,538	$ 3,300	$ 3,000	$ 6,700
02-4-201-571	Employee Ads & Testing	$ 1,320	$ 1,000	$ 750	$ 1,000
02-4-201-572	Employee Benefits Consultant	$ -	$ 5,600	$ 5,600	$ 5,200
02-4-201-581	Communication Services	$ 3,217	$ 4,040	$ 4,800	$ 5,030
02-4-201-582	Gas Service	$ -	$ -	$ 540	$ 610
02-4-201-583	Electric Service	$ -	$ -	$ 678	$ 710
	Total Services	**$ 42,078**	**$ 50,025**	**$ 55,157**	**$ 64,554**
02-4-201-806	Vehicles	$ 20,951	$ -	$ -	$ 16,000
	Total Capital Outlay	**$ 20,951**	**$ -**	**$ -**	**$ 16,000**
	Total Utility Admin. - Operations	**$ 481,804**	**$ 532,901**	**$ 537,048**	**$ 574,442**

Utility Administration - Operations

Account Number	Description			Amount
201	**Office Supplies**			
	- Paper	$	300	
	- Inkjet printer cartridges	$	600	
	- Other office supplies	$	400	**$ 1,300**
220	**Clothing Supplies**			
	- Uniform rental - 6 staff	$	2,009	
	- Steel toed boots - 5 staff	$	700	
	- Gloves	$	96	
	- Safety vests	$	30	
	- Tee shirts	$	70	
	- Foul weather gear	$	78	**$ 2,983**
229	**Tools & Other Supplies**			
	- Meter reading tubes	$	150	
	- Pipe wrenches	$	150	
	- Shovels & sharpshooters	$	120	
	- Hand pumps	$	90	
	- Other	$	565	**$ 1,075**
406	**Computer Maintenance**			
	- Cisco Smartnet	$	625	
	- Antivirus updates	$	300	**$ 925**
510	**Dues & Publications**			
	- Central Texas Water Utility Association dues - 2 staff	$	130	
	- American Public Works Association dues	$	396	
	- Local community organization dues	$	708	
	- Sam's Club membership	$	25	**$ 1,259**
513	**Travel & Training**			
	- American Public Works Association conference	$	1,500	
	- TML conference	$	450	
	- Texas Public Works Association conference	$	850	
	- Class A licenses - 2 staff	$	600	
	- Regional schools	$	750	**$ 4,150**
561	**Legal Services**			
	- Legal consultation & general matters			**$ 5,000**
562	**Engineering**			
	- Engineering and surveying services for water & sewer projects			**$ 30,000**
570	**Special Services**			
	- 1/2 GIS web hosting	$	1,200	
	- 1/2 GIS web updates	$	1,000	
	- 1/2 website fees	$	4,000	
	- 1/3 Arc Editor maintenance	$	500	**$ 6,700**
571	**Employee Ads & Testing**			
	- Employment advertisements	$	250	
	- Pre-employment physicals & drug screens	$	750	**$ 1,000**
572	**Employee Benefits Consultant**			
	- Employee benefits consulting contract -20%			**$ 5,200**
803	**Vehicles**			
	- Replace unit 261			**$ 16,000**

Mission

To provide timely billing and collection of City provided water, sewer, drainage, 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.

Accomplishments

- Prepared, published, and distributed the City's annual water Consumer Confidence Report (CCR). (A8, B8)
- Performed internal audits of customer accounts to ensure billing accuracy. (A4, B10)
- Reviewed written-off accounts to pursue collection opportunities. (A4, B10)

Goals

- Complete review of written off accounts to pursue possible collection opportunities. (A4, B10)
- Utilize technology (internet, e-mail, phone, fax) to develop and implement customer friendly procedures for utility application, transfer, and disconnection. (A8, A11, A14)
- Continue to perform internal audits of customer database to ensure billing accuracy. (A4, B10)
- Increase employee training to improve handling of customer issues. (A2, A7, A8)
- Develop and implement improved cash handling procedures. (A7)
- Research ways to lower cost of collecting unpaid utility accounts. (A14)
- Revise and implement improved after-hours callout policies and procedures. (B10)

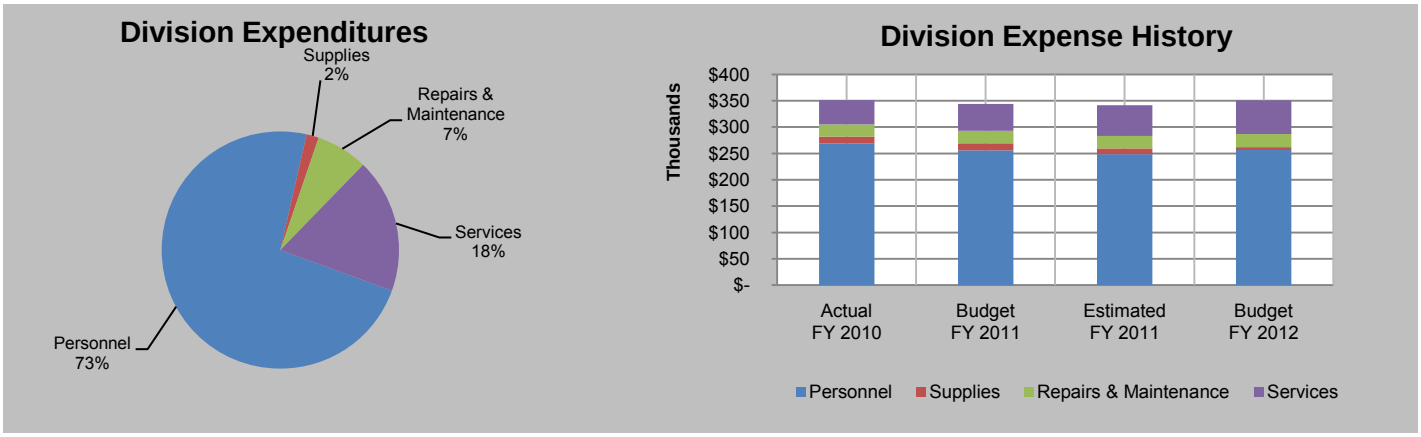
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 269,068	$ 255,586	$ 248,797	$ 256,166
Supplies	$ 13,107	$ 13,789	$ 10,444	$ 5,855
Repairs & Maintenance	$ 22,614	$ 23,617	$ 23,826	$ 24,701
Services	$ 46,718	$ 51,146	$ 58,292	$ 64,155
Total	**$351,507**	**$344,138**	**$341,359**	**$350,877**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Number of Customers	5,444	5,483	5,593
ACH Customers	723	753	791
Bills Generated Annually	66,656	65,556	66,867
Late Notices Generated	15,366	15,463	16,236



Utility Administration - Finance

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-4-202-101	Salaries-Administrative	$ 37,207	$ 38,845	$ 37,117	$ 38,838
02-4-202-102	Salaries-Professional	$ 69,340	$ 48,860	$ 46,904	$ 59,209
02-4-202-103	Salaries-Supervisory	$ 44,620	$ 46,767	$ 45,252	$ 46,602
02-4-202-104	Salaries-Operations	$ 61,723	$ 64,271	$ 63,643	$ 55,512
02-4-202-113	Health Insurance Allowance	$ 1,439	$ -	$ -	$ -
02-4-202-121	TMRS	$ 18,172	$ 16,931	$ 16,432	$ 14,702
02-4-202-122	FICA	$ 15,781	$ 15,204	$ 14,758	$ 15,312
02-4-202-123	Employee Insurance	$ 19,294	$ 23,280	$ 23,280	$ 24,587
02-4-202-124	Workers' Comp. Insurance	$ 564	$ 595	$ 578	$ 571
02-4-202-125	Unemployment Compensation	$ 928	$ 833	$ 833	$ 833
	Total Personnel	**$ 269,068**	**$ 255,586**	**$ 248,797**	**$ 256,166**
02-4-202-201	Office Supplies	$ 4,151	$ 3,950	$ 3,500	$ 2,755
02-4-202-202	Postage	$ 8,559	$ 8,545	$ 5,900	$ 2,000
02-4-202-229	Tools & Other Supplies	$ 397	$ 750	$ 500	$ 500
02-4-202-250	Small Equipment	$ -	$ 544	$ 544	$ 600
	Total Supplies	**$ 13,107**	**$ 13,789**	**$ 10,444**	**$ 5,855**
02-4-202-406	Computer System Maintenance	$ 22,614	$ 23,617	$ 23,826	$ 24,701
	Total Repairs & Maintenance	**$ 22,614**	**$ 23,617**	**$ 23,826**	**$ 24,701**
02-4-202-501	Advertising & Public Notices	$ 236	$ 475	$ 625	$ 625
02-4-202-513	Travel & Training	$ 1,018	$ 1,393	$ 1,393	$ 1,558
02-4-202-521	Equipment Lease	$ -	$ -	$ -	$ 3,616
02-4-202-550	Insurance - General Liability	$ -	$ -	$ 328	$ 330
02-4-202-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 610
02-4-202-552	Insurance-Employee Bond	$ 405	$ 475	$ 413	$ 480
02-4-202-567	Collection Fees	$ 2,257	$ 2,500	$ 2,000	$ 2,000
02-4-202-568	Armored Car Service				
02-4-202-570	Special Services	$ 3,891	$ 3,863	$ 3,863	$ 4,056
02-4-202-571	Audit Fees	$ 8,109	$ 8,920	$ 10,500	$ 7,500
02-4-202-572	Bill Processing & Mailing	$ 29,492	$ 32,100	$ 36,850	$ 41,100
02-4-202-581	Communication Services	$ 1,310	$ 1,420	$ 2,320	$ 2,280
	Total Services	**$ 46,718**	**$ 51,146**	**$ 58,292**	**$ 64,155**
	Total Utility Admin. - Finance	**$ 351,507**	**$ 344,138**	**$ 341,359**	**$ 350,877**
	Total Utility Administration	**$ 833,311**	**$ 877,039**	**$ 878,407**	**$ 925,319**

Utility Administration - Finance

Account Number	Description			Amount	
02-4-202-201	**Office Supplies**				
	- Envelopes - plain & window	$	150		
	- Printout binders	$	200		
	- Receipt paper	$	100		
	- Application for utilities form	$	435		
	- Printer cartridges	$	320		
	- Department share of copy paper	$	700		
	- Other office supplies	$	850	$	2,755
202	**Postage**				
	- General correspondence postage	$	1,500		
	- Meter, PO Box, & supplies allocation	$	500	$	2,000
229	**Tools & Other Supplies**				
	- Small office equipment	$	300		
	- Other	$	200	$	500
250	**Small Equipment**				
	- Replace receipt printer			$	600
406	**Computer System Maintenance**				
	- Trend Micro Antivirus upgrade	$	300		
	- Invision AP, AR, CL, FA, GL, PO, PY, & SS application maintenance - 50%	$	9,254		
	- Invision UB & WO application maintenance	$	5,676		
	- Meter reading device maintenance agreement	$	3,363		
	- Computer system support - 33%	$	2,604		
	- Insite web hosting and support	$	2,709		
	- Miscellaneous component maintenance	$	795	$	24,701
513	**Travel & Training**				
	- Online student center - 36%	$	1,058		
	- Other	$	500	$	1,558
521	**Equipment Lease**				
	- Copier annual lease - 50%	$	2,416		
	- Additional copies	$	1,200	$	3,616
567	**Collection Fees**				
	- Credit bureau fees for collection of delinquent utility accounts			$	2,000
570	**Special Services**				
	- Website maintenance - 50%			$	4,056
571	**Audit Fees**				
	- Annual audit fees			$	7,500
572	**Bill Processing & Mailing**				
	- DataProse bill processing	$	32,400		
	- DataProse late notice processing	$	8,700	$	41,100

Mission

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

- 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 water loss.

Accomplishments

- Replaced and relocated pressure reducing valve on FM 439. (B10, F3)
- Completed inspection of elevated tanks through the use of divers. (B10, F3)
- Installed 6" water main and appurtenances on Spring Street from E Central Avenue to Main Street. (B10, F3)
- Sent two employees to TML backhoe training. (A2, A7)

Goals

- Continue to replace fire hydrants that are over 50 years old. (B10, F3)
- Develop a system to identify the highest priority water main replacement projects. (B10, F3)
- Install ten new water sampling stations. (B8, F3)
- Train and license all employees to TCEQ standards (A2, A7)
- Enter all new fire hydrants into the GIS system. (F3)
- Indentify and enter all isolation valves into the GIS system. (F3)
- Design and install water main on Old Golf Course Road. (B10, F3)
- Rehabilitate the Miller Heights and Loop 121 storage tanks to meet TCEQ requirements. (B10, F3)

(Strategic Plan goal #)

Expenditure Summary

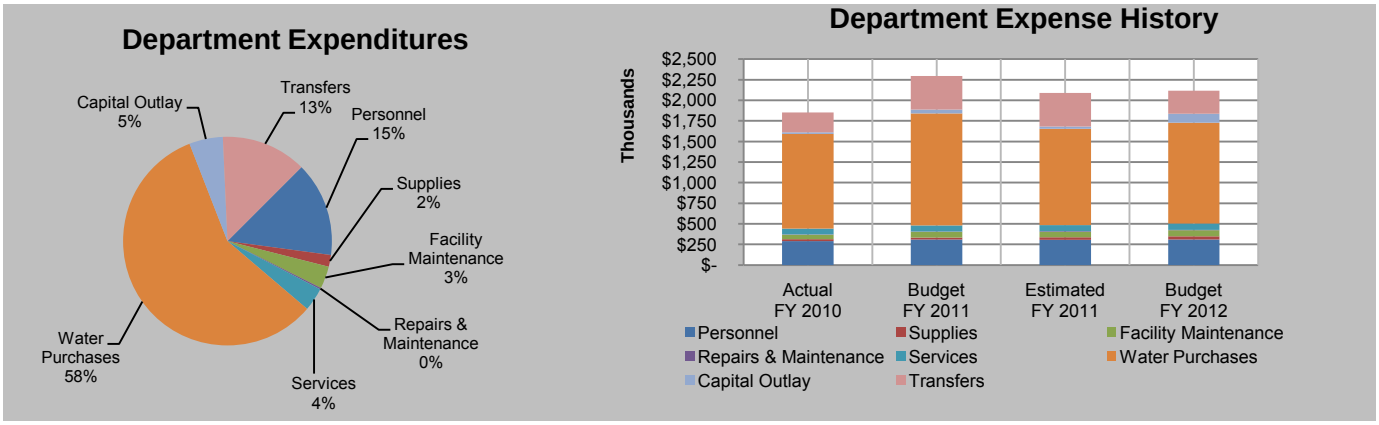
Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 291,333	$ 307,935	$ 305,551	$ 309,936
Supplies	$ 21,485	$ 25,061	$ 29,541	$ 38,391
Facility Maintenance	$ 55,273	$ 68,215	$ 68,812	$ 73,062
Repairs & Maintenance	$ 4,096	$ 4,500	$ 4,800	$ 4,975
Services	$ 68,730	$ 73,966	$ 74,625	$ 76,212
Water Purchases	$ 1,149,345	$ 1,359,218	$ 1,169,931	$ 1,225,037
Capital Outlay	$ 19,324	$ 48,417	$ 27,784	$ 110,000
Transfers	$ 243,460	$ 409,300	$ 409,300	$ 279,896
Total	**$ 1,853,045**	**$ 2,296,612**	**$ 2,090,344**	**$ 2,117,509**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Miles of Water Mains	116	116	117
Water Pump Stations	2	2	2
# of Fire Hydrants	840	840	858
Meter Change Outs	110	60	200
New Connections	106	93	95
LF of New Lines Installed	5,000	1,200	1,200
Reconnects	972	960	1,008
# of Main Breaks Repaired	26	22	24
# of Service Lines Repaired	33	36	40
# of Fire Hydrants Replaced	3	2	3

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 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
Total	**7**	**7**	**7**



Water

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-4-210-103	Salaries-Supervisory	$ 51,136	$ 52,493	$ 52,339	$ 54,338
02-4-210-104	Salaries-Operations	$ 155,891	$ 166,308	$ 164,466	$ 167,251
02-4-210-107	Salaries-Overtime	$ 9,698	$ 6,504	$ 6,504	$ 6,648
02-4-210-121	TMRS	$ 18,452	$ 19,191	$ 19,020	$ 16,764
02-4-210-122	FICA	$ 16,454	$ 17,236	$ 17,083	$ 17,460
02-4-210-123	Employee Insurance	$ 31,491	$ 36,799	$ 36,799	$ 38,873
02-4-210-124	Workers' Comp. Insurance	$ 6,738	$ 8,081	$ 8,017	$ 7,279
02-4-210-125	Unemployment Compensation	$ 1,472	$ 1,323	$ 1,323	$ 1,323
	Total Personnel	**$ 291,333**	**$ 307,935**	**$ 305,551**	**$ 309,936**
02-4-210-201	Office Supplies	$ 19	$ 150	$ 100	$ 100
02-4-210-220	Clothing Supplies	$ 3,490	$ 4,452	$ 4,291	$ 4,291
02-4-210-221	Chemical Supplies	$ 533	$ 714	$ 450	$ 450
02-4-210-222	Fuel	$ 14,205	$ 14,665	$ 19,620	$ 17,850
02-4-210-227	Janitorial Supplies	$ 626	$ 600	$ 600	$ 600
02-4-210-229	Tools & Other Supplies	$ 2,612	$ 4,480	$ 4,480	$ 4,500
02-4-210-250	Small Equipment	$ -	$ -	$ -	$ 10,600
	Total Supplies	**$ 21,485**	**$ 25,061**	**$ 29,541**	**$ 38,391**
02-4-210-301	Building Maintenance	$ 82	$ 300	$ 300	$ 300
02-4-210-302	Heat & A/C Maintenance	$ 85	$ 500	$ 500	$ 500
02-4-210-333	Water Line Maintenance	$ 36,377	$ 40,000	$ 32,000	$ 35,000
02-4-210-334	Water Valve Maintenance	$ 4,024	$ 4,924	$ 8,000	$ 8,000
02-4-210-335	Fire Hydrant Maintenance	$ 2,834	$ 8,650	$ 8,650	$ 8,650
02-4-210-336	Water Tank Maintenance	$ 6,120	$ 5,229	$ 5,750	$ 7,000
02-4-210-339	Water Samples & Tank Testing	$ 5,752	$ 8,612	$ 13,612	$ 13,612
	Total Facility Maintenance	**$ 55,273**	**$ 68,215**	**$ 68,812**	**$ 73,062**
02-4-210-402	Equipment & Machinery Maint.	$ 2,147	$ 2,800	$ 2,800	$ 2,800
02-4-210-403	Vehicle Maintenance	$ 1,846	$ 1,400	$ 1,700	$ 1,800
02-4-210-406	Computer System Maintenance	$ -	$ -	$ -	$ 75
02-4-210-407	Radio Maintenance	$ 104	$ 300	$ 300	$ 300
	Total Repairs & Maintenance	**$ 4,096**	**$ 4,500**	**$ 4,800**	**$ 4,975**
02-4-210-501	Advertising & Public Notices	$ 3,197	$ 1,547	$ 3,500	$ 1,500
02-4-210-510	Dues & Publications	$ 1,671	$ 2,432	$ 2,432	$ 2,482
02-4-210-513	Travel & Training	$ 688	$ 978	$ 970	$ 1,750
02-4-210-550	Insurance-General Liability	$ 969	$ 1,125	$ 2,505	$ 1,170
02-4-210-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 2,170
02-4-210-554	Insurance-Automobile	$ 1,201	$ 1,385	$ 1,144	$ 1,325
02-4-210-555	Insurance-Mobile Equipment	$ 267	$ 325	$ 283	$ 325
02-4-210-556	Insurance-Real Property	$ 2,958	$ 3,460	$ 5,405	$ 5,890
02-4-210-571	State Water System Fees	$ 11,129	$ 11,129	$ 11,880	$ 12,910
02-4-210-581	Communication Services	$ 581	$ 630	$ 600	$ 710
02-4-210-582	Gas Service	$ 1,684	$ 1,770	$ 930	$ 980
02-4-210-583	Electric Service	$ 44,386	$ 49,185	$ 44,976	$ 45,000
	Total Services	**$ 68,730**	**$ 73,966**	**$ 74,625**	**$ 76,212**
02-4-210-720	Election Use & Option Water	$ 194,541	$ 202,282	$ 202,282	$ 211,657
02-4-210-721	Water Purchases-Fixed Charges	$ 544,635	$ 437,649	$ 437,649	$ 537,060
02-4-210-722	Water Purchases-Raw Water	$ 410,169	$ 719,287	$ 530,000	$ 476,320
	Total Water Purchases	**$ 1,149,345**	**$ 1,359,218**	**$ 1,169,931**	**$ 1,225,037**
02-4-210-802	Machinery & Equipment	$ -	$ 7,784	$ 7,784	$ 90,000
02-4-210-852	Water Meters	$ 19,324	$ 40,633	$ 20,000	$ 20,000
	Total Capital Outlay	**$ 19,324**	**$ 48,417**	**$ 27,784**	**$ 110,000**
02-4-210-901	Transfer to GF-Franchise	$ 131,000	$ 151,600	$ 151,600	$ 154,800
02-4-210-902	Transfer to GF-Reimbursement	$ 43,700	$ 43,700	$ 43,700	$ 50,096
02-4-210-909	Transfer to WS Capital Projects Fund	$ 68,760	$ 50,000	$ 50,000	$ 75,000
02-4-210-956	Transfer to Commerce Street Project	$ -	$ 164,000	$ 164,000	$ -
	Total Transfers	**$ 243,460**	**$ 409,300**	**$ 409,300**	**$ 279,896**
	Total Water	**$ 1,853,045**	**$ 2,296,612**	**$ 2,090,344**	**$ 2,117,509**

Water

Account Number	Description			Amount
02-4-210-220	**Clothing Supplies**			
	- Uniform rental - 7 staff	$	2,667	
	- Tee shirts - 7 staff	$	70	
	- Gloves	$	224	
	- Steel toed boots - 7 staff	$	980	
	- Safety vests & gear	$	140	
	- Foul weather gear	$	210	**$ 4,291**
221	**Chemical Supplies**			
	- HTH for disinfecting of new mains & main breaks	$	250	
	- Chlorine reagent pillows	$	200	**$ 450**
229	**Tools & Other Supplies**			
	- Small tools	$	2,200	
	- Marking paint & flags	$	550	
	- Welding supplies	$	250	
	- Gatorade, ice, & break room supplies	$	700	
	- First aid supplies & insect repellant	$	100	
	- Batteries & other misc. supplies	$	100	
	- Steel and rebar	$	300	
	- 2 cycle oil & trimmer string	$	300	**$ 4,500**
250	**Small Equipment**			
	- Pipe chainsaw	$	3,500	
	- Cut-off saw	$	1,000	
	- Submersible pump	$	1,200	
	- Line locators - 2	$	1,600	
	- Hand held radio	$	1,800	
	- Computer	$	1,500	**$ 10,600**
333	**Water Line Maintenance**			
	- Materials, parts, and supplies for maintenance and repair of water lines			**$ 35,000**
334	**Water Valve Maintenance**			
	- Annual inspection and repair of pressure and altitude valves			**$ 8,000**
335	**Fire Hydrant Maintenance**			
	- Fire hydrants	$	4,800	
	- Materials and parts for maintenance of fire hydrants	$	3,850	**$ 8,650**
336	**Water Tank Maintenance**			
	- SCADA system maintenance agreement	$	750	
	- Repair of pump station, chlorinators, & water tanks	$	6,250	**$ 7,000**
339	**Water Samples & Tank Testing**			
	- Inspection of water tanks	$	7,800	
	- Bacteria water sample testing	$	4,256	
	- Asbestos testing	$	300	
	- Haloacetic acids (HAA) testing	$	1,256	**$ 13,612**
501	**Advertising & Public Notices**			
	- Annual Consumer Confidence Report (CCR) water quality report required by State			**$ 1,500**
510	**Dues & Publications**			
	- TCEQ license renewal - 2 staff	$	222	
	- Central Texas Water Utility Association dues - 4 staff	$	260	
	- Hosting of Central Texas Water Utility Association meeting	$	2,000	**$ 2,482**

Water Continued

Account Number	Description			Amount
02-4-210-513	**Travel & Training**			
	- Water license renewal & continuing education - 7 staff			**$ 1,750**
571	**State Water System Fees**			
	- Texas Tier Two report	$	50	
	- 12" pipeline fee	$	110	
	- Annual mandated fees for State certification of water system	$	12,750	**$ 12,910**
583	**Electric Service**			
	- Electricity for water pumps, pump stations, & tanks			**$ 45,000**
720	**Election Use & Option Water**			
	- Election use water - BCWCID - 2,746 AF @ 28.60	$	78,536	
	- Option water - BCWCID - 2,200 AF @ 14.30	$	31,746	
	- Option water - BCWCID - 1,000 AF @ 65.625	$	65,625	
	- Option water - BRA - 2,500 AF @ 14.30	$	35,750	**$ 211,657**
721	**Water Purchases-Fixed Charges**			
	- Annual tank payment - 6th of 6	$	93,300	
	- Monthly debt service portion of BCWCID #1 payments	$	443,760	**$ 537,060**
722	**Water Purchases-Raw Water**			
	- M&O per gallon charges from BCWCID #1			**$ 476,320**
802	**Machinery & Equipment**			
	- Replace backhoe			**$ 90,000**
852	**Water Meters**			
	- New and reconditioned meters, meter change-out program			**$ 20,000**
901	**Transfer to GF-Franchise**			
	- Franchise fee transfer to General fund			**$ 154,800**
902	**Transfer to GF-Reimbursement**			
	- Administrative, street, and shop costs			**$ 50,096**
909	**Transfer to WS Capital Projects Fund**			
	- Capitalized cost of replacing/upgrading water lines			**$ 75,000**

Description

The Sewer Department is comprised of two divisions:

1. Collection
2. Lift Stations

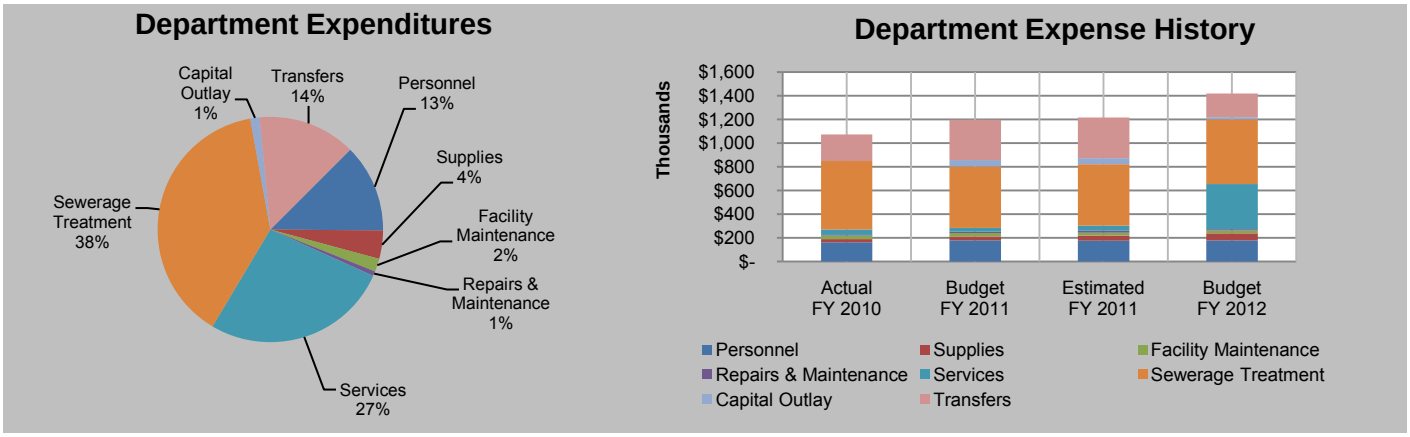
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 163,906	$ 177,677	$ 176,215	$ 179,354
Supplies	$ 26,189	$ 34,618	$ 41,928	$ 57,650
Facility Maintenance	$ 29,165	$ 29,100	$ 26,600	$ 26,600
Repairs & Maintenance	$ 6,773	$ 11,630	$ 14,330	$ 9,530
Services	$ 43,656	$ 30,491	$ 42,832	$ 380,567
Sewerage Treatment	$ 578,307	$ 519,672	$ 519,672	$ 547,464
Capital Outlay	$ -	$ 52,873	$ 52,873	$ 19,000
Transfers	$ 225,320	$ 340,800	$ 340,800	$ 198,948
Total	**$ 1,073,316**	**$ 1,196,861**	**$ 1,215,250**	**$ 1,419,113**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Sewer Lift Station Mechanic	1	1	1
Sewer Maint. Worker II	1	1	1
Sewer Maint. Worker I	3	3	3
TOTAL	**5**	**5**	**5**



Mission

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

Description

- 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

- Cleaned 60,000 feet of sewer mains. (B10, F3)
- Systematically cleaned the entire collection system to reduce stoppages. (B10, F3)
- Had no sanitary sewer overflows. (B8)
- Purchased a new sewer camera and trained employees on proper use. (A2, A14)
- Installed new sewer main from Belle Oaks Apartments to Shady Lane lift station. (B10, F3)

Goals

- Continue to develop schedule for renovation/replacement of sewer trunk lines. (B10, F3)
- Develop and implement a fats, oils, and grease ordinance. (B8, F3)
- Systematically clean the entire collection system to reduce stoppages. (B10)
- Identify and enter 25% of manholes into GIS system. (A14, B10)
- Train and license all employees to TCEQ standards. (A2, A7)
- Have no sanitary sewer overflows. (B8)
- Install new sewer lines to Old Golf Course Road. (B10, F3)
- Identify services without cleanouts at right-of-ways and easements, and install cleanouts. (B10, F3)
- Purchase a trailer to house the new sewer camera and inspection equipment. (A14)
- Inspect sewer lateral lines as needed and prior to Certificate of Occupancy issuance. (F3)
- Establish parameters needed for GPS unit in order to begin integrating the sewer system into the GIS system. (A14, B10)

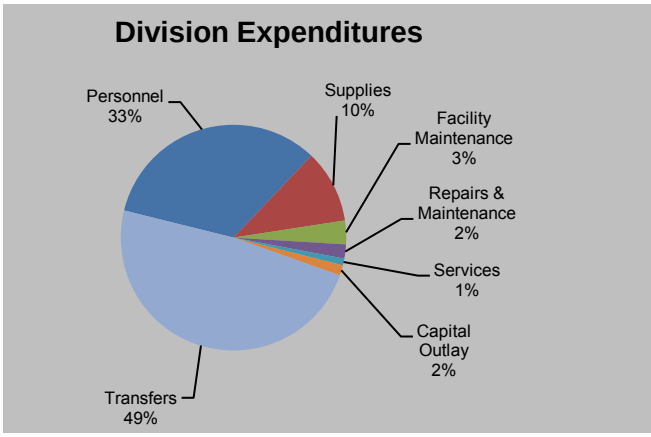
(Strategic Plan goal #)

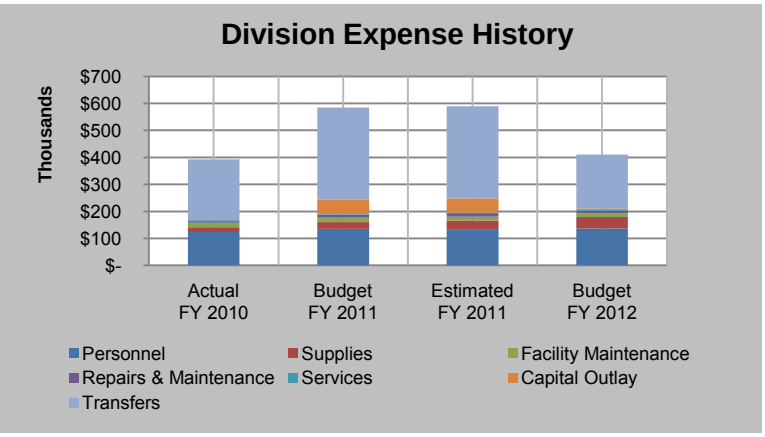
Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 123,542	$ 135,301	$ 134,174	$ 136,297
Supplies	$ 17,428	$ 25,132	$ 31,852	$ 42,909
Facility Maintenance	$ 16,535	$ 16,500	$ 14,000	$ 14,000
Repairs & Maintenance	$ 6,364	$ 10,400	$ 13,100	$ 8,300
Services	$ 3,924	$ 3,201	$ 2,450	$ 3,972
Capital Outlay	$ -	$ 52,873	$ 52,873	$ 6,000
Transfers	$ 225,320	$ 340,800	$ 340,800	$ 198,948
Total	**$ 393,113**	**$ 584,207**	**$ 589,249**	**$ 410,426**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Miles of Sanitary Sewers	107	108	108
# of Stops-Service Lines	112	100	100
# of Stops-Main Lines	13	12	12
Main Line Repairs	3	5	5
LF Cleaned-Result of Stops	10,830	7,050	8,000
LF Cleaned-Ongoing Sys.	56,397	42,870	50,000
Manholes Cleaned	313	500	500
Manholes Replace./Repair.	4	9	10
Service Taps Made	69	80	90
Services Replaced	12	10	20
Services Repaired	15	25	30





Sewer - Collection

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-4-221-104	Salaries-Operations	$ 87,169	$ 93,074	$ 92,123	$ 93,891
02-4-221-107	Salaries-Overtime	$ 2,753	$ 2,764	$ 2,764	$ 2,817
02-4-221-121	TMRS	$ 7,666	$ 8,163	$ 8,082	$ 7,103
02-4-221-122	FICA	$ 6,851	$ 7,332	$ 7,259	$ 7,398
02-4-221-123	Employee Insurance	$ 16,633	$ 20,962	$ 20,962	$ 22,147
02-4-221-124	Workers' Comp. Insurance	$ 1,743	$ 2,250	$ 2,228	$ 2,185
02-4-221-125	Unemployment Compensation	$ 727	$ 756	$ 756	$ 756
	Total Personnel	**$ 123,542**	**$ 135,301**	**$ 134,174**	**$ 136,297**
02-4-221-220	Clothing Supplies	$ 2,479	$ 2,364	$ 2,364	$ 2,836
02-4-221-221	Chemical Supplies	$ 95	$ 8,075	$ 7,025	$ 7,025
02-4-221-222	Fuel	$ 13,097	$ 13,325	$ 21,095	$ 20,180
02-4-221-229	Tools & Other Supplies	$ 1,757	$ 1,368	$ 1,368	$ 1,368
02-4-221-250	Small Equipment	$ -	$ -	$ -	$ 11,500
	Total Supplies	**$ 17,428**	**$ 25,132**	**$ 31,852**	**$ 42,909**
02-4-221-333	Sewer Line Maintenance	$ 12,348	$ 13,500	$ 11,000	$ 11,000
02-4-221-339	Sewer Discharge Testing	$ 4,187	$ 3,000	$ 3,000	$ 3,000
	Total Facility Maintenance	**$ 16,535**	**$ 16,500**	**$ 14,000**	**$ 14,000**
02-4-221-402	Equipment & Machinery Maint.	$ 2,218	$ 5,900	$ 8,400	$ 3,600
02-4-221-403	Vehicle Maintenance	$ 4,146	$ 4,500	$ 4,500	$ 4,500
02-4-221-407	Radio Maintenance	$ -	$ -	$ 200	$ 200
	Total Repairs & Maintenance	**$ 6,364**	**$ 10,400**	**$ 13,100**	**$ 8,300**
02-4-221-510	Dues & Publications	$ 219	$ 331	$ 331	$ 482
02-4-221-513	Travel & Training	$ 341	$ 250	$ 250	$ 1,000
02-4-221-550	Insurance-General Liability	$ 1,493	$ 565	$ 68	$ 145
02-4-221-551	Insurance - Errors & Omissions	$ -	$ -	$ -	$ 270
02-4-221-554	Insurance-Automobile	$ 1,391	$ 1,540	$ 1,283	$ 1,505
02-4-221-555	Insurance-Mobile Equipment	$ 318	$ 360	$ 307	$ 360
02-4-221-556	Insurance - Real Property	$ -	$ -	$ 101	$ 100
02-4-221-581	Communication Services	$ 162	$ 155	$ 110	$ 110
	Total Services	**$ 3,924**	**$ 3,201**	**$ 2,450**	**$ 3,972**
02-4-221-802	Machinery & Equipment	$ -	$ 52,873	$ 52,873	$ 6,000
	Total Capital Outlay	**$ -**	**$ 52,873**	**$ 52,873**	**$ 6,000**
02-4-221-901	Transfer to GF-Franchise	$ 93,400	$ 105,000	$ 105,000	$ 95,900
02-4-221-902	Transfer to GF-Reimbursement	$ 21,800	$ 21,800	$ 21,800	$ 28,048
02-4-221-909	Transfer to WS Capital Projects Fund	$ 60,120	$ 50,000	$ 50,000	$ 75,000
02-4-221-956	Transfer to Commerce St Project	$ -	$ 164,000	$ 164,000	$ -
02-4-221-957	Transfer to TxCDBG Fund	$ 50,000	$ -	$ -	$ -
	Total Transfers	**$ 225,320**	**$ 340,800**	**$ 340,800**	**$ 198,948**
	Total Sewer - Collection	**$ 393,113**	**$ 584,207**	**$ 589,249**	**$ 410,426**

Sewer - Collection

Account Number	Description			Amount
02-4-221-220	**Clothing Supplies**			
	- Uniform rental - 4 staff	$	1,524	
	- Safety vests & gear - 4 staff	$	80	
	- Gloves	$	528	
	- Foul weather gear - 4 staff	$	104	
	- Tee shirts - 4 staff	$	40	
	- Steel toed boots - 4 staff	$	560	$ 2,836
221	**Chemical Supplies**			
	- BEF enzymes	$	6,875	
	- Odor control chemicals	$	150	$ 7,025
229	**Tools & Other Supplies**			
	- Hand tools	$	900	
	- Batteries	$	100	
	- 2 cycle oil	$	100	
	- Gatorade & ice	$	100	
	- Marking paint	$	168	$ 1,368
250	**Small Equipment**			
	- Hand held radio	$	1,800	
	- Metal locator	$	800	
	- Monitor for small camera	$	3,000	
	- Generator for trailer	$	1,800	
	- Locator for sewer camera	$	1,800	
	- Banding tool & accessories	$	500	
	- Service line sewer camera	$	1,800	$ 11,500
333	**Sewer Line Maintenance**			
	- Materials, fittings, and supplies for maintenance and repair of sewer lines			$ 11,000
339	**Sewer Discharge Testing**			
	- Testing of industrial user effluent			$ 3,000
510	**Dues & Publications**			
	- TCEQ license renewal - 2 staff	$	222	
	- Central Texas Water Utility Association dues - 4 staff	$	260	$ 482
513	**Travel & Training**			
	- CEU classes for TCEQ license renewal - 4 staff			$ 1,000
581	**Communication Services**			
	- Pager service			$ 110
802	**Machinery & Equipment**			
	- Trailer for sewer camera			$ 6,000
901	**Transfer to GF-Franchise**			
	- Franchise fee transfer to General fund			$ 95,900
902	**Transfer to GF-Reimbursement**			
	- Administrative, street, and shop costs			$ 28,048
909	**Transfer to WS Capital Projects Fund**			
	- Repair and replacement of sewer mains and manholes			$ 75,000

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 fifteen lift stations.
- Inspects and monitors the operational status of the lift stations.

Accomplishments

- Assisted in the development of a scrubber system for the head works at the Brazos River Authority to help eliminate odors. (F2)
- Repaired entrance to Dunns Canyon and Expo Center lift stations. (B10, F3)

Goals

- Paint all lift stations. (B10, F3)
- Install new signage at all lift stations. (B10, F3)
- Develop a new work order system to enhance lift station maintenance tracking. (A14, B10)
- Train and license all employees to TCEQ standards. (A2, A7)
- Eliminate Shady Lane lift station. (F3)
- Develop and install vents with odor control system at lift stations. (B10, F3)
- Purchase and install a generator at the Dunns Canyon lift station. (B10, F3)
- Install a new pump at the Pecan Street lift station. (B10, F3)
- Install fencing around Liberty Hill lift station to meet TCEQ requirements. (B10, F3)

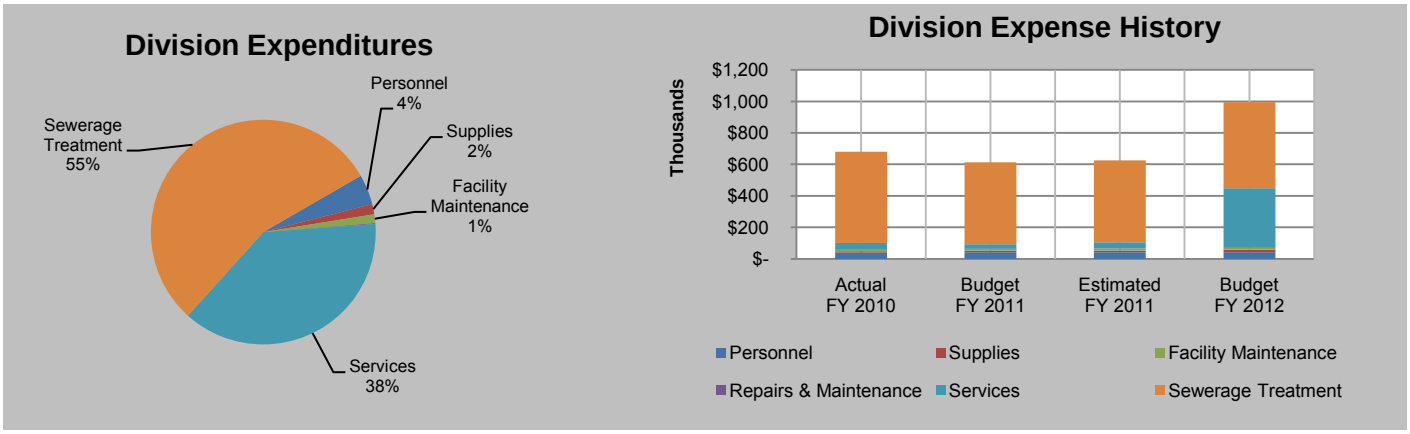
(Strategic Plan goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 40,364	$ 42,376	$ 42,041	$ 43,057
Supplies	$ 8,761	$ 9,486	$ 10,076	$ 14,741
Facility Maintenance	$ 12,630	$ 12,600	$ 12,600	$ 12,600
Repairs & Maintenance	$ 409	$ 1,230	$ 1,230	$ 1,230
Services	$ 39,732	$ 27,290	$ 40,382	$ 376,595
Sewerage Treatment	$ 578,307	$ 519,672	$ 519,672	$ 547,464
Capital Outlay	$ -	$ -	$ -	$ 13,000
Total	**$ 680,203**	**$ 612,654**	**$ 626,001**	**$ 1,008,687**

Workload/Demand Measures

Measurement	FY 2010 Actual	FY 2011 Estimated	FY 2012 Budget
Number of Lift Stations	16	15	15
Man-Hours for Servicing	2,080	2,120	2,120
Gallons Discharged to Treatment Plant	507,726,000	430,221,300	400,000,000
Average Discharge per Day	1,391,030	1,178,688	1,095,890



Sewer - Lift Stations

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-4-222-104	Salaries-Operations	$ 29,528	$ 30,243	$ 29,960	$ 30,880
02-4-222-107	Salaries-Overtime	$ 562	$ 899	$ 899	$ 926
02-4-222-121	TMRS	$ 2,617	$ 2,652	$ 2,628	$ 2,336
02-4-222-122	FICA	$ 2,275	$ 2,383	$ 2,361	$ 2,433
02-4-222-123	Employee Insurance	$ 4,579	$ 5,279	$ 5,279	$ 5,575
02-4-222-124	Workers' Comp. Insurance	$ 614	$ 731	$ 725	$ 718
02-4-222-125	Unemployment Compensation	$ 189	$ 189	$ 189	$ 189
	Total Personnel	**$ 40,364**	**$ 42,376**	**$ 42,041**	**$ 43,057**
02-4-222-220	Clothing Supplies	$ 468	$ 499	$ 499	$ 514
02-4-222-221	Chemical Supplies	$ 4,550	$ 5,100	$ 4,125	$ 4,125
02-4-222-222	Fuel	$ 3,562	$ 3,755	$ 5,320	$ 5,470
02-4-222-229	Tools & Other Supplies	$ 181	$ 132	$ 132	$ 132
02-4-222-250	Small Equipment	$ -	$ -	$ -	$ 4,500
	Total Supplies	**$ 8,761**	**$ 9,486**	**$ 10,076**	**$ 14,741**
02-4-222-333	Lift Station Maintenance	$ 12,630	$ 12,600	$ 12,600	$ 12,600
	Total Facility Maintenance	**$ 12,630**	**$ 12,600**	**$ 12,600**	**$ 12,600**
02-4-222-402	Equipment & Machinery Maint.	$ 112	$ 500	$ 500	$ 500
02-4-222-403	Vehicle Maintenance	$ 297	$ 630	$ 630	$ 630
02-4-222-407	Radio Maintenance	$ -	$ 100	$ 100	$ 100
	Total Repairs & Maintenance	**$ 409**	**$ 1,230**	**$ 1,230**	**$ 1,230**
02-4-222-510	Dues & Publications	$ 65	$ 65	$ 65	$ 65
02-4-222-513	Travel & Training	$ -	$ -	$ -	$ 250
02-4-222-554	Insurance-Automobile	$ 208	$ 245	$ 199	$ 245
02-4-222-556	Insurance-Real Property	$ 99	$ 100	$ 68	$ 95
02-4-222-570	TBRSS Expansion Costs	$ 13,428	$ -	$ 15,000	$ 350,000
02-4-222-581	Communication Services	$ 4,543	$ 4,795	$ 5,080	$ 4,970
02-4-222-582	Gas Service	$ 341	$ 305	$ 350	$ 370
02-4-222-583	Electric Service	$ 21,048	$ 21,780	$ 19,620	$ 20,600
	Total Services	**$ 39,732**	**$ 27,290**	**$ 40,382**	**$ 376,595**
02-4-222-723	Sewerage Treatment Payments	$ 578,307	$ 519,672	$ 519,672	$ 547,464
	Total Sewerage Treatment	**$ 578,307**	**$ 519,672**	**$ 519,672**	**$ 547,464**
02-4-222-850	Lift Stations	$ -	$ -	$ -	$ 13,000
	Total Capital Outlay	**$ -**	**$ -**	**$ -**	**$ 13,000**
	Total Sewer - Lift Stations	**$ 680,203**	**$ 612,654**	**$ 626,001**	**$ 1,008,687**
	Total Sewer	**$ 1,073,316**	**$ 1,196,861**	**$ 1,215,250**	**$ 1,419,113**

Sewer - Lift Stations

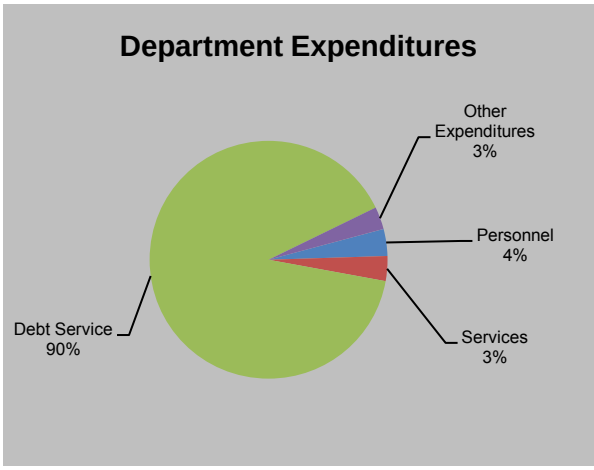
Account Number	Description			Amount
02-4-222-220	**Clothing Supplies**			
	- Uniform rental	$	318	
	- Steel toed boots	$	140	
	- Safety vest & gear	$	20	
	- Tee shirt	$	10	
	- Foul weather gear	$	26	**$ 514**
221	**Chemical Supplies**			
	- BEF enzymes			**$ 4,125**
229	**Tools & Other Supplies**			
	- Hand tools & red grease	$	120	
	- Batteries	$	12	**$ 132**
250	**Small Equipment**			
	- Fence at Liberty Hill lift station			**$ 4,500**
333	**Lift Station Maintenance**			
	- Pump replacement and repairs	$	10,000	
	- Sensaphone batteries	$	144	
	- Motors & chain to lift motors	$	500	
	- Other repairs	$	1,956	**$ 12,600**
510	**Dues & Publications**			
	- Central Texas Water Utilities Association dues			**$ 65**
513	**Travel & Training**			
	- CEU classes for licensing			**$ 250**
570	**TBRSS Expansion Costs**			
	- Preliminary engineering for TBRSS expansion			**$ 350,000**
581	**Communication Services**			
	- Monthly service for phone monitors in lift stations	$	3,596	
	- Omni monitoring service	$	1,334	
	- Pager service	$	40	**$ 4,970**
583	**Electric Service**			
	- Electric service for lift stations & pumps			**$ 20,600**
723	**Sewerage Treatment Payments**			
	- Payments to Brazos River Authority for sewage treatment			**$ 547,464**
850	**Lift Stations**			
	- Pecan lift station pump			**$ 13,000**

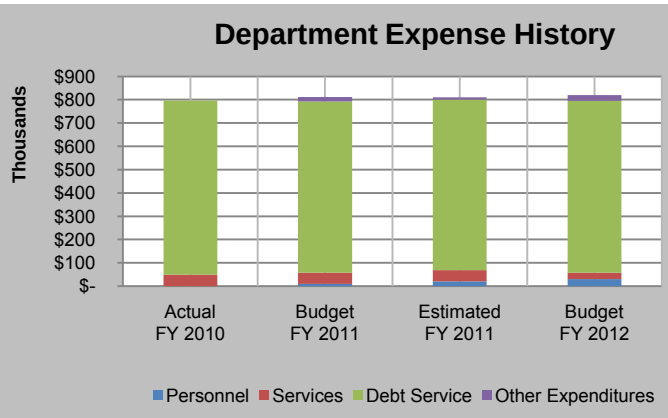
Description

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 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ -	$ 9,592	$ 21,000	$ 30,000
Services	$ 49,779	$ 47,500	$ 47,500	$ 27,875
Debt Service	$ 746,511	$ 734,973	$ 731,776	$ 736,782
Other Expenditures	$ -	$ 20,073	$ 10,000	$ 25,000
Total	**$ 796,290**	**$ 812,138**	**$ 810,276**	**$ 819,657**





Other Costs

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
02-4-230-160	Pay Plan Costs	$ -	$ 9,592	$ 21,000	$ 30,000
	Total Personnel	**$ -**	**$ 9,592**	**$ 21,000**	**$ 30,000**
02-4-230-571	Strategic Plan Elements	$ 49,779	$ 47,500	$ 47,500	$ 27,875
	Total Services	**$ 49,779**	**$ 47,500**	**$ 47,500**	**$ 27,875**
02-4-230-601	Bond Principal Payments	$ 460,002	$ 471,730	$ 471,730	$ 491,030
02-4-230-602	Bond Interest Payments	$ 284,013	$ 257,743	$ 257,807	$ 242,252
02-4-230-603	Bond Paying Agent Fees	$ 328	$ 1,000	$ 500	$ 1,000
02-4-230-604	Arbitrage Rebate Calculation Fees	$ 2,168	$ 4,500	$ 1,739	$ 2,500
	Total Debt Service	**$ 746,511**	**$ 734,973**	**$ 731,776**	**$ 736,782**
02-4-230-707	Contingency	$ -	$ 20,073	$ 10,000	$ 25,000
	Total Other Expenditures	**$ -**	**$ 20,073**	**$ 10,000**	**$ 25,000**
	Total Other Costs	**$ 796,290**	**$ 812,138**	**$ 810,276**	**$ 819,657**

Other Costs

Account Number	Description			Amount
02-4-230-160	**Pay Plan**			
	- Funding for pay plan increases for W&S Fund employees			**$ 30,000**
571	**Strategic Plan Elements**			
	- Water/Sewer Fund FY 2012 strategic plan elements			
	- 1A Strategic plan update	$	2,625	
	- 3B W&S rate study update	$	5,250	
	- 1G Federal lobbyist	$	20,000	**$ 27,875**
601	**Bond Principal Payments**			
	- Principal payments on Water & Sewer revenue bonds			**$ 491,030**
602	**Bond Interest Payments**			
	- Interest payments on Water & Sewer revenue bonds			**$ 242,252**
707	**Contingency**			
	- Amount to be used in case of unforeseen items of expenditure			**$ 25,000**

CITY OF BELTON, TEXAS
FOUNDED 1850

Economic Development Fund

CITY OF BELTON
Fund Balance Projection
FY 2012

- Development Corporation -

Projected Beginning Fund Balance				**$ 2,191,791**
Budgeted Revenues and Transfers In		$ 1,280,030		
Budgeted Expenditures				
Personnel	$ 228,093			
Supplies	$ 6,150			
Repairs & Maintenance	$ 34,300			
Services	$ 145,093			
Debt Service	$ 155,030			
Total Operating & Debt Expenditures		$ (568,666)		
Revenues in Excess of O&M & Debt Expense		$ 711,364		
Transfers		$ -		
Capital Outlay		$ (150,000)		
Other Costs		$ (86,000)		
Net Impact of Budget on Fund Balance			(a)	$ 475,364
Projected Ending Fund Balance				**$ 2,667,155**
Minimum Fund Balance (3 months O&M Budget)				$ (103,409)
Highest Annual Debt Service				$ (152,986)
Projected Fund Balance in Excess of Minimum				**$ 2,410,760**

(a) Projected declines in fund 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.

Economic Development Fund Revenues

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
05-3-1210	Economic Development Sales Tax	$ 1,111,604	$ 1,100,000	$ 1,150,000	$ 1,199,500
	Total Sales Tax	**$ 1,111,604**	**$ 1,100,000**	**$ 1,150,000**	**$ 1,199,500**
05-3-5210	Rental Income	$ 11,000	$ 80,325	$ 74,088	$ 77,814
05-3-5710	Sale of Property	$ 54,242	$ -	$ 25,000	$ -
	Total Other Revenue	**$ 65,242**	**$ 80,325**	**$ 99,088**	**$ 77,814**
05-3-9100	Interest Income-Bank	$ 289	$ -	$ -	$ -
05-3-9120	Interest Income-TexPool	$ 2,273	$ 5,000	$ 3,400	$ 2,716
05-3-9121	Interest Income-TexStar	$ 3,445	$ -	$ -	$ -
05-3-9140	Interest Income-Bond Proceeds	$ 1,684	$ -	$ -	$ -
	Total Interest Income	**$ 7,691**	**$ 5,000**	**$ 3,400**	**$ 2,716**
	Total Revenues	**$ 1,184,538**	**$ 1,185,325**	**$ 1,252,488**	**$ 1,280,030**

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 2012 sales tax revenues were projected at the FY 2011 level, plus some growth due to new retail development. This budgeted amount reflects the same growth projection as in General Fund sales tax revenue.

Rental Income:

In FY 2011, the Corporation completed construction of a flex-space building in the Belton Business Park. Rental income is the lease income from that building. Related expenditures are accounted for in division 502 of this fund.

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 2012 was developed with a roll forward of the monthly cash balance and slightly less than current market rates of return.

Mission

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

- 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

- Continued business expansion and retention efforts including Business Roundtable Sessions and informational emails. (D2, D6)
- Completed Phase II of Arbor Park Drive and installed upgraded electrical service. (D7)
- Funded wastewater extension on Commerce Drive to facilitate future expansion of existing industry.(D7)
- Purchased land at 420 E. Central Avenue for future office location.
- Enhanced marketing efforts, including mobile phone friendly update to website. (D6)
- Leased additional suite in the Belton Business Park.

Goals

- Establish new relationships with site selectors and brokers and foster existing relationships and partnerships. (D2)
- Update marketing materials to reflect new demographics, developments, and opportunities. (D6)
- Sell two properties in the Belton Business Park. (D2)
- Facilitate the location of the CGI facility into the Belton Business Park. (D2)
- Enhance business retention and expansion efforts within Belton. (D2)
- Enhance relationships with local, regional, and state economic development allies. (D2)
- Facilitate a planning exercise with BEDC Board for future projects. (D1, D7)

(Strategic Plan goal #)

Description

The Economic Development Fund is comprised of two divisions:

1. Operations 2. Property Management

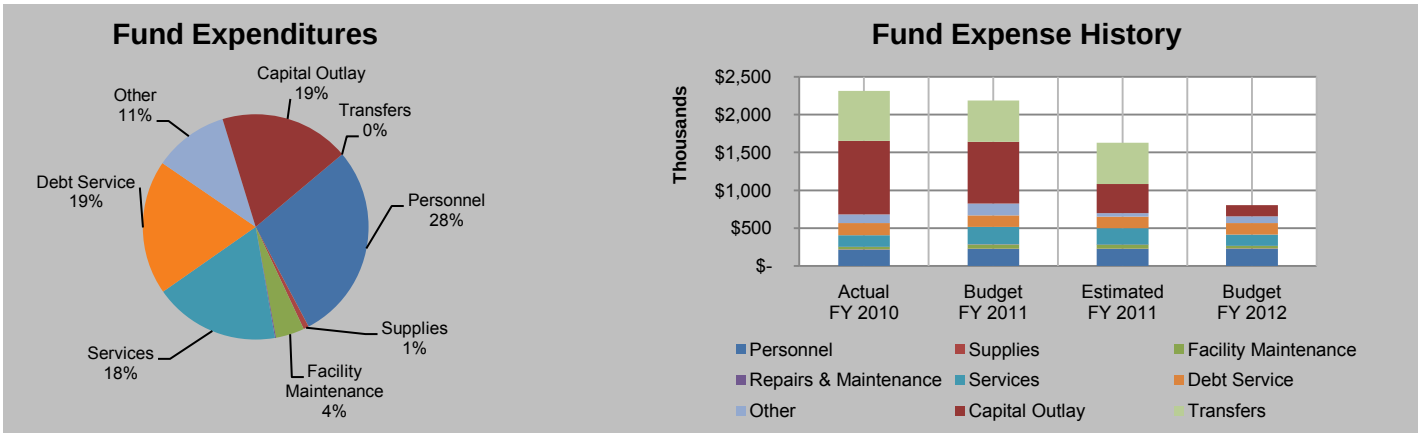
The details of these divisions follow.

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 215,925	$ 222,691	$ 222,691	$ 228,093
Supplies	$ 4,595	$ 6,432	$ 5,006	$ 6,150
Facility Maintenance	$ 33,659	$ 55,400	$ 55,100	$ 33,100
Repairs & Maintenance	$ 1,334	$ 1,300	$ 600	$ 1,200
Services	$ 151,768	$ 230,325	$ 215,129	$ 145,093
Debt Service	$ 158,993	$ 151,504	$ 150,990	$ 155,030
Other	$ 115,218	$ 156,000	$ 50,000	$ 86,000
Capital Outlay	$ 970,402	$ 815,860	$ 384,328	$ 150,000
Transfers	$ 662,000	$ 545,000	$ 545,000	$ -
Total	**$ 2,313,894**	**$ 2,184,512**	**$ 1,628,844**	**$ 804,666**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Economic Development Dir.	1	1	1
Admin. & Marketing Assistant	1	0	0
Associate Executive Director	0	1	1
Dir. of Business Retention	0	1	1
Total	**2**	**3**	**3**



Economic Development - Operations

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
05-4-501-101	Salaries-Administrative	$ 170,680	$ 172,059	$ 172,059	$ 178,059
05-4-501-113	Health Insurance Allowance	$ 2,160	$ -	$ -	$ -
05-4-501-114	Allowances	$ 4,800	$ 4,800	$ 4,800	$ 4,800
05-4-501-121	TMRS	$ 15,062	$ 15,064	$ 15,064	$ 13,431
05-4-501-122	FICA	$ 12,761	$ 13,530	$ 13,530	$ 13,989
05-4-501-123	Employee Insurance	$ 9,420	$ 16,141	$ 16,141	$ 16,726
05-4-501-124	Workers' Comp. Insurance	$ 474	$ 530	$ 530	$ 521
05-4-501-125	Unemployment Compensation	$ 567	$ 567	$ 567	$ 567
	Total Personnel	**$ 215,925**	**$ 222,691**	**$ 222,691**	**$ 228,093**
05-4-501-201	Office Supplies	$ 1,730	$ 2,500	$ 1,906	$ 1,600
05-4-501-202	Postage	$ 300	$ 500	$ 300	$ 250
05-4-501-229	Tools & Other Supplies	$ 874	$ 900	$ 800	$ 2,250
05-4-501-250	Small Equipment	$ 1,691	$ 2,532	$ 2,000	$ 2,050
	Total Supplies	**$ 4,595**	**$ 6,432**	**$ 5,006**	**$ 6,150**
05-4-501-301	Building Maintenance	$ -	$ 300	$ -	$ 3,600
05-4-501-333	Business Park Maintenance	$ 33,659	$ 55,100	$ 55,100	$ 29,500
	Total Facility Maintenance	**$ 33,659**	**$ 55,400**	**$ 55,100**	**$ 33,100**
05-4-501-402	Machinery & Equipment Maint.	$ -	$ 100	$ -	$ -
05-4-501-406	Computer System Maintenance	$ 1,334	$ 1,200	$ 600	$ 1,200
	Total Repairs & Maintenance	**$ 1,334**	**$ 1,300**	**$ 600**	**$ 1,200**
05-4-501-501	Advertising & Public Notices	$ 52,959	$ 71,500	$ 71,500	$ 25,500
05-4-501-510	Dues & Publications	$ 8,273	$ 16,755	$ 16,755	$ 16,825
05-4-501-513	Travel & Training	$ 10,410	$ 24,600	$ 24,600	$ 13,500
05-4-501-521	Equipment Lease	$ -	$ 7,200	$ -	$ -
05-4-501-550	Insurance-General Liability	$ 208	$ 285	$ 286	$ 130
05-4-501-551	Insurance-Errors & Omissions	$ 251	$ 310	$ 240	$ 240
05-4-501-556	Insurance-Real Property	$ 380	$ 1,040	$ -	$ -
05-4-501-561	Legal Services	$ 9,188	$ 15,000	$ 15,000	$ 15,000
05-4-501-562	Engineering	$ 5,773	$ 12,500	$ 12,500	$ 12,500
05-4-501-570	Special Services	$ 21,235	$ 38,128	$ 16,678	$ 7,000
05-4-501-571	Admin. Reimb to General Fund	$ 5,000	$ 7,500	$ 7,500	$ 7,500
05-4-501-572	Audit Fees	$ 2,703	$ 2,973	$ 2,973	$ 3,500
05-4-501-579	Property Taxes	$ -	$ -	$ -	$ -
05-4-501-581	Communication Services	$ 2,757	$ 2,562	$ 2,620	$ 2,620
05-4-501-585	Business Park Lighting	$ 1,752	$ 1,500	$ 1,500	$ 1,380
05-4-501-587	Office Rental	$ 16,872	$ 16,872	$ 16,872	$ 17,820
05-4-501-588	Water Service	$ 8,190	$ 9,600	$ 4,350	$ 6,000
	Total Services	**$ 145,950**	**$ 228,325**	**$ 193,374**	**$ 129,515**
05-4-501-601	Bond Principal Payments	$ 127,928	$ 131,200	$ 131,200	$ 137,350
05-4-501-602	Bond Interest Payments	$ 30,636	$ 19,654	$ 19,654	$ 17,030
05-4-501-603	Bond Paying Agent Fees	$ 205	$ 500	$ 100	$ 500
05-4-501-604	Arbitrage Rebate Calculation Fees	$ 223	$ 150	$ 36	$ 150
	Total Debt Service	**$ 158,993**	**$ 151,504**	**$ 150,990**	**$ 155,030**
05-4-501-701	Incentive Commitments	$ 115,218	$ 106,000	$ 50,000	$ 86,000
05-4-501-707	Contingency	$ -	$ 50,000	$ -	$ -
	Total Other	**$ 115,218**	**$ 156,000**	**$ 50,000**	**$ 86,000**
05-4-501-800	Land	$ -	$ -	$ 57,490	$ -
05-4-501-801	Speculative Building IV	$ 940,652	$ -	$ 3,688	$ -
05-4-501-802	Buildings	$ -	$ 400,000	$ 48,150	$ -
05-4-501-803	MD Building				
05-4-501-850	Business Park Improvements	$ 29,750	$ 415,860	$ 275,000	$ 150,000
05-4-501-851	Digby Drive - Business Park				
	Total Capital Outlay	**$ 970,402**	**$ 815,860**	**$ 384,328**	**$ 150,000**

Economic Development - Operations Continued

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
05-4-501-903	Transfer to GF Cap. Projects Fund				
05-4-501-909	Transfer to WS Cap. Projects Fund	$ 137,000	$ -	$ 45,000	$ -
05-4-501-948	Transfer to 2007 CO's - WS	$ -	$ 45,000	$ -	$ -
05-4-501-951	Transfer to 2008 CO's Street	$ 25,000	$ -	$ -	$ -
05-4-501-956	Transfer to Commerce Drive Fund	$ 500,000	$ 500,000	$ 500,000	$ -
	Total Transfers	**$ 662,000**	**$ 545,000**	**$ 545,000**	**$ -**
	Total - Operations	**$ 2,308,076**	**$ 2,182,512**	**$ 1,607,089**	**$ 789,088**

Economic Development

Account Number	Description			Amount
05-4-501-201	**Office Supplies**			
	- Letterhead and stationary	$	30	
	- Envelopes	$	90	
	- Copies	$	350	
	- Business cards	$	230	
	- Ink Cartridges	$	700	
	- Other	$	200	**$ 1,600**
229	**Tools & Other Supplies**			
	- Training Center supplies	$	500	
	- Training Center appliances	$	850	
	- U.S., State, and City flags	$	900	**$ 2,250**
250	**Small Equipment**			
	- Adobe Creative Suite	$	1,300	
	- Camera	$	600	
	- Other small equipment	$	150	**$ 2,050**
301	**Building Maintenance**			
	- Monthly janitorial service for Training Center			**$ 3,600**
333	**Business Park Maintenance**			
	- Shredding	$	10,500	
	- Maintain/replace entrance landscaping	$	15,600	
	- Sprinkler repair & maintenance	$	1,400	
	- Plant replacement	$	2,000	**$ 29,500**
501	**Advertising & Marketing**			
	- Magazine advertisements	$	4,500	
	- Email marketing service	$	5,000	
	- Special event notices	$	5,000	
	- Community profile update	$	2,000	
	- Site Selectors Guild sponsorship	$	5,000	
	- Other	$	4,000	**$ 25,500**
510	**Dues & Publications**			
	- TEDC annual dues - 3 staff	$	1,425	
	- AUSA dues	$	150	
	- Team Texas dues	$	3,000	
	- Texas One membership	$	1,000	
	- Belton Journal	$	40	
	- ACCRA membership	$	250	
	- Community organization dues	$	900	
	- CTHRMA membership	$	60	
	- Fort Hood Economic Region	$	10,000	**$ 16,825**
513	**Travel & Training**			
	- TEDC conferences	$	4,500	
	- TEDC sales tax training	$	600	
	- Industrial Asset Management Council	$	1,800	
	- Business roundtable meetings	$	600	
	- Site Selectors Guild - Team Texas	$	1,000	
	- Texas One trade missions	$	2,000	
	- Other	$	3,000	**$ 13,500**
561	**Legal Services**			
	- Contract preparation, property acquisition, negotiation, and option preparation			**$ 15,000**

Economic Development Continued

Account Number	Description		Amount
05-4-501-562	**Engineering** - Soil testing, consulting, platting, surveying, and other related services		$ 12,500
570	**Special Services** - Planned Unit Development (PUD) layouts - Special projects	$ 5,500 $ 1,500	$ 7,000
571	**Administrative Reimbursement to General Fund** - Reimbursement to the General Fund for administrative and finance services		$ 7,500
572	**Audit Fees** - Annual audit fees		$ 3,500
585	**Business Park Lighting** - Electric service		$ 1,380
587	**Office Lease** - CTCOG lease		$ 17,820
588	**Water Service** - Water service for business park landscaping		$ 6,000
601	**Bond Principal Payments** - Principal portion of annual bond payments		$ 137,350
602	**Bond Interest Payments** - Interest portion of annual bond payments		$ 17,030
603	**Bond Paying Agent Fees** - Fees for bond payment transactions		$ 500
701	**Incentive Commitments** - Belco - High Performance Ropes - Other	 $ 14,000 $ 12,000 $ 60,000	$ 86,000
850	**Business Park Improvements** - PUD infrastructure		$ 150,000

Economic Development - Property Management

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
05-4-502-556	Insurance - Real Property	$ -	$ -	$ 1,336	$ 1,480
05-4-502-571	Lease Commissions	$ -	$ -	$ 10,625	$ 5,108
05-4-502-579	Property Taxes	$ 5,818	$ 2,000	$ 1,020	$ -
05-4-502-585	Lighting	$ -	$ -	$ 1,700	$ 2,510
05-4-502-586	Garbage Service	$ -	$ -	$ 850	$ 1,080
05-4-502-588	Water Service	$ -	$ -	$ 6,224	$ 5,400
	Total Services	**$ 5,818**	**$ 2,000**	**$ 21,755**	**$ 15,578**
	Total Property Management	**$ 5,818**	**$ 2,000**	**$ 21,755**	**$ 15,578**
	Total Economic Development	**$ 2,313,894**	**$ 2,184,512**	**$ 1,628,844**	**$ 804,666**

Economic Development - Property Management

Account Number	Description		Amount
05-4-502-556	**Insurance - Real Property**		
	- 620 Kennedy Court	$ 465	
	- Arbor Park	$ 1,015	**$ 1,480**
571	**Lease Commissions**		
	- 1010 Arbor Park		**$ 5,108**
585	**Lighting**		
	- Arbor Park lighting		**$ 2,510**
586	**Garbage Service**		
	- Arbor Park garbage dumpster service		**$ 1,080**
588	**Water Service**		
	- Arbor Park water		**$ 5,400**

Drainage Fund

CITY OF BELTON
Fund Balance Projection
FY 2012

- Drainage Fund -

Projected Beginning Fund Balance					**$ 215,431**
Budgeted Revenues and Transfers In			$ 352,100		
Budgeted Expenditures					
Personnel	$ 101,032				
Supplies	$ 11,682				
Repairs & Maintenance	$ 16,100				
Services	$ 57,099				
Debt Service	$ 25,190				
Total Operating & Debt Expenditures			$ (211,103)		
Revenues in Excess of O&M & Debt Expense			$ 140,997		
Capital Outlay			$ (50,000)		
Net Impact of Budget on Fund Balance				(a)	$ 90,997
Projected Ending Fund Balance					**$ 306,428**
Less: Minimum Fund Balance (3 months O&M Budget)					$ (46,478)
Less: Highest Annual Debt Service					$ (25,392)
Projected Cash Balance in Excess of Minimum					**$ 234,558**

Drainage Fund Revenues

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
07-3-5500	Storm Drainage Fees	$ 342,930	$ 347,400	$ 348,000	$ 351,600
	Total Utility Revenues	**$ 342,930**	**$ 347,400**	**$ 348,000**	**$ 351,600**
07-3-8123	Transfer from TIRZ fund	$ -	$ 16,954	$ 17,000	$ -
	Total Transfers	**$ -**	**$ 16,954**	**$ 17,000**	**$ -**
07-3-9100	Interest Income-Bank	$ 12	$ -	$ -	$ -
07-3-9120	Interest Income-TexPool	$ 282	$ 700	$ 700	$ -
07-3-9121	Interest Income-TexStar	$ 389	$ -	$ -	$ 500
	Total Interest Income	**$ 682**	**$ 700**	**$ 700**	**$ 500**
	Total Revenues	**$ 343,612**	**$ 365,054**	**$ 365,700**	**$ 352,100**

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 2012 was developed with a roll forward of the monthly cash balance and slightly less than current market rates of return.

Mission

To provide and maintain a storm water management system to efficiently convey storm water and prevent flooding.

Description

- Constructs, maintains, and repairs drainage services within the City.
- Addresses a categorical hierarchy of storm drainage priorities based on priority of flooding.
- Complies with water quality mandates identified by the Texas Commission on Environmental Quality.

Accomplishments

- Implemented year three of the five-year Storm Water Management Plan per TCEQ guidelines. (A6, B8, F1)
- Developed a schedule and map for improving street sweeping effectiveness. (B10, F3)
- Complied with all EPA and TCEQ guidelines for water protection. (B8)
- Installed 80 linear feet of reinforced concrete pipe on Spring Street. (B10, F3)

Goals

- Acquire GPS coordinates for curb inlets, area inlets, headwalls, drainage structures, and point of concentration of storm water to Nolan Creek for GIS mapping. (A14, B10)
- Comply with all EPA and TCEQ guidelines for water protection. (B8)
- Develop a written preventive maintenance plan for street sweeper. (B10)

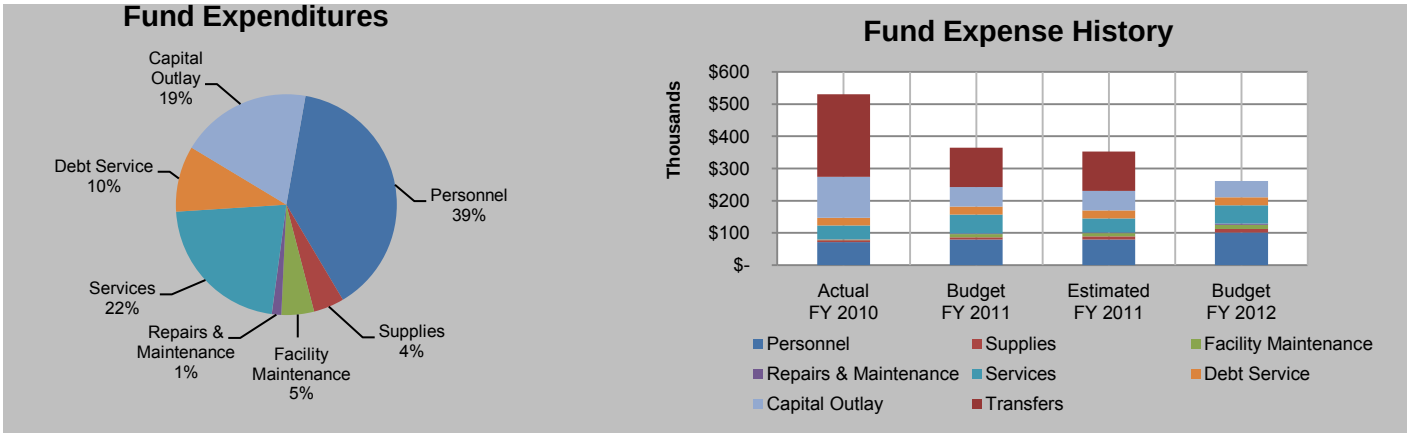
(Strategic Plan Goal #)

Expenditure Summary

Classification	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
Personnel	$ 71,699	$ 79,556	$ 79,556	$ 101,032
Supplies	$ 6,032	$ 6,580	$ 9,630	$ 11,682
Facility Maintenance	$ 1,938	$ 10,000	$ 10,000	$ 12,500
Repairs & Maintenance	$ 807	$ 2,600	$ 2,600	$ 3,600
Services	$ 42,698	$ 58,292	$ 42,918	$ 57,099
Debt Service	$ 23,541	$ 24,745	$ 24,745	$ 25,190
Capital Outlay	$ 127,824	$ 60,954	$ 61,000	$ 50,000
Transfers	$ 256,000	$ 122,000	$ 122,000	$ -
Total	**$ 530,539**	**$ 364,727**	**$ 352,449**	**$ 261,103**

Staffing

Position	FY 2010 Number	FY 2011 Number	FY 2012 Number
Sr. Maintenance Worker	2	2	2
Total	**2**	**2**	**2**



Drainage Fund

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
07-4-080-104	Salaries-Operations	$ 50,863	$ 52,183	$ 52,183	$ 68,188
07-4-080-107	Salaries-Overtime	$ 487	$ 1,565	$ 1,565	$ 1,630
07-4-080-121	TMRS	$ 4,358	$ 4,578	$ 4,578	$ 5,128
07-4-080-122	FICA	$ 3,514	$ 4,112	$ 4,112	$ 5,341
07-4-080-123	Employee Insurance	$ 8,394	$ 10,659	$ 10,659	$ 12,990
07-4-080-124	Workers' Comp. Insurance	$ 3,704	$ 4,776	$ 4,776	$ 4,815
07-4-080-125	Unemployment Compensation	$ 378	$ 378	$ 378	$ 440
07-4-080-160	Pay Plan Costs	$ -	$ 1,305	$ 1,305	$ 2,500
	Total Personnel	**$ 71,699**	**$ 79,556**	**$ 79,556**	**$ 101,032**
07-4-080-220	Clothing Supplies	$ 964	$ 1,010	$ 1,010	$ 1,092
07-4-080-221	Chemical Supplies	$ -	$ 1,300	$ 650	$ 1,300
07-4-080-222	Fuel	$ 5,068	$ 3,800	$ 7,500	$ 8,820
07-4-080-229	Tools & Other Supplies	$ -	$ 120	$ 120	$ 470
07-4-080-250	Small Equipment	$ -	$ 350	$ 350	$ -
	Total Supplies	**$ 6,032**	**$ 6,580**	**$ 9,630**	**$ 11,682**
07-4-080-333	Drainage Facilities Maintenance	$ 1,938	$ 10,000	$ 10,000	$ 10,000
07-4-080-339	Storm Water Testing	$ -	$ -	$ -	$ 2,500
	Total Facility Maintenance	**$ 1,938**	**$ 10,000**	**$ 10,000**	**$ 12,500**
07-4-080-403	Vehicle Maintenance	$ 807	$ 2,600	$ 2,600	$ 3,600
	Total Repairs & Maintenance	**$ 807**	**$ 2,600**	**$ 2,600**	**$ 3,600**
07-4-080-510	Dues & Publications	$ 100	$ 200	$ 200	$ 200
07-4-080-513	Travel & Training	$ -	$ 200	$ 200	$ 500
07-4-080-521	Lease Payments	$ 39,104	$ 39,104	$ 39,104	$ 39,104
07-4-080-522	Equipment Rental	$ -	$ 10,000	$ -	$ 5,000
07-4-080-554	Insurance - Automobile	$ 1,288	$ 1,288	$ 914	$ 1,095
07-4-080-561	Legal Services	$ -	$ -	$ -	$ 1,000
07-4-080-562	Engineering	$ 526	$ 2,500	$ -	$ 2,500
07-4-080-570	Special Services	$ -	$ -	$ -	$ 2,700
07-4-080-571	Public Education	$ 1,680	$ 5,000	$ 2,500	$ 5,000
	Total Services	**$ 42,698**	**$ 58,292**	**$ 42,918**	**$ 57,099**
07-4-080-601	Bond Principal Payments	$ 11,725	$ 11,725	$ 11,725	$ 12,562
07-4-080-602	Bond Interest Payments	$ 11,725	$ 13,020	$ 13,020	$ 12,528
07-4-080-603	Bond Paying Agent Fees	$ 91	$ -	$ -	$ 100
	Total Debt Service	**$ 23,541**	**$ 24,745**	**$ 24,745**	**$ 25,190**
07-4-080-841	S Mitchell Estate ROW	$ 74	$ -	$ -	$ -
07-4-080-850	Drainage Projects	$ 127,749	$ 44,000	$ 44,000	$ 50,000
07-4-080-860	Nolan Creek Storm Drainage	$ -	$ 16,954	$ 17,000	$ -
	Total Capital Outlay	**$ 127,824**	**$ 60,954**	**$ 61,000**	**$ 50,000**
07-4-080-956	Transfer to Commerce Drive Ext.	$ 256,000	$ 122,000	$ 122,000	$ -
	Total Transfers	**$ 256,000**	**$ 122,000**	**$ 122,000**	**$ -**
	Total Expenditures	**$ 530,539**	**$ 364,727**	**$ 352,449**	**$ 261,103**

Drainage Fund

Account Number	Description			Amount
07-4-080-160	**Pay Plan Costs**			
	- Funding for pay plan increases for Drainage Fund employees			$ 2,500
220	**Clothing Supplies**			
	- Uniform rental - 2 staff	$	636	
	- Steel toed boots - 2 staff	$	280	
	- Gloves	$	64	
	- Safety gear	$	40	
	- Tee shirts	$	20	
	- Foul weather gear	$	52	$ 1,092
221	**Chemical Supplies**			
	- Herbicides for weed/grass control in drainage structures			$ 1,300
229	**Tools & Other Supplies**			
	- Miscellaneous			$ 470
333	**Drainage Facilities Maintenance**			
	- Repair and maintenance of drainage facilities			$ 10,000
339	**Storm Water Testing**			
	- Quarterly testing for bacteria			$ 2,500
403	**Vehicle Maintenance**			
	- Brooms for street sweeper	$	2,000	
	- Truck repairs and maintenance	$	1,600	$ 3,600
510	**Dues & Publications**			
	- Storm water licensing - 2 staff			$ 200
513	**Travel & Training**			
	- Storm water certification class - 2 staff			$ 500
521	**Lease Payments**			
	- 4th of 4 annual payments of sweeper			$ 39,104
522	**Equipment Rental**			
	- Backhoe & other equipment rental			$ 5,000
562	**Engineering**			
	- Consulting, platting, surveying, & other related services			$ 2,500
570	**Special Services**			
	- GIS web hosting - 1/3	$	1,200	
	- GIS updates - 1/3	$	1,000	
	- Arc Editor maintenance - 1/3	$	500	$ 2,700
571	**Public Education**			
	- Storm water education			$ 5,000
601	**Bond Principal Payments**			
	- Principal portion of annual bond payments			$ 12,562
602	**Bond Interest Payments**			
	- Interest portion of annual bond payments			$ 12,528
850	**Drainage Projects**			
	- Small drainage projects			$ 50,000

CITY OF BELTON, TEXAS
FOUNDED 1850

Hotel ~ Motel Fund

CITY OF BELTON
Projected Fund Balance
FY 2012

- Hotel/Motel Fund -

Projected Beginning Fund Balance			**$ 247,746**
Budgeted Revenues		$ 151,250	
Budgeted Expenditures:			
Chamber	$ 150,000		
City	$ 1,250		
		$ (151,250)	
Net Impact of Budget on Fund Balance			$ -
Projected Ending Cash Balance			**$ 247,746**
Less: Minimum Fund Balance (7 months revenue)			$ (88,229)
Projected Cash Balance in Excess of Minimum			**$ 159,517**

City policy requires a minimum unreserved cash fund balance equal to at least three months of operating expenditures. For the Hotel/Motel Fund, an additional four months reserve is necessary to cash-flow payments to the Chamber, which are made in advance of tax receipt.

Hotel/Motel Fund Revenues

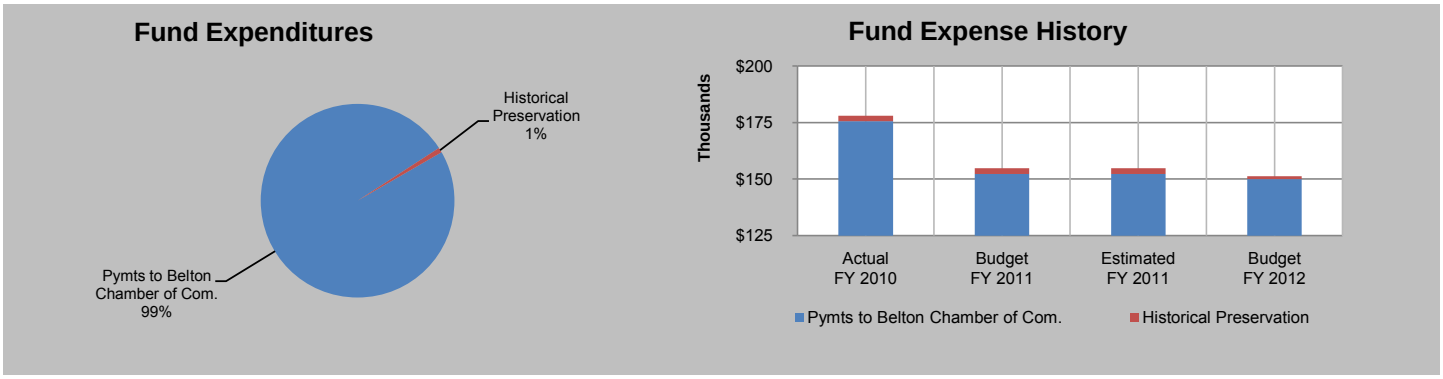
Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
14-3-1400	Hotel/Motel Tax Revenue	$ 151,197	$ 155,000	$ 150,904	$ 151,000
	Total Hotel/Motel Tax	**$ 151,197**	**$ 155,000**	**$ 150,904**	**$ 151,000**
14-3-9100	Interest Income-Bank	$ 8	$ -	$ -	$ -
14-3-9120	Interest Income-TexPool	$ 176	$ 400	$ 275	$ 250
14-3-9121	Interest Income-TexStar	$ 249	$ -	$ -	$ -
	Total Interest Income	**$ 432**	**$ 400**	**$ 275**	**$ 250**
	Total Hotel/Motel Revenues	**$ 151,629**	**$ 155,400**	**$ 151,179**	**$ 151,250**

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 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
14-4-014-700	Pymts to Belton Chamber of Com.	$ 175,550	$ 152,300	$ 152,300	$ 150,000
14-4-014-715	Historical Preservation	$ 2,484	$ 2,500	$ 2,500	$ 1,250
	Total Hotel/Motel Expenditures	**$178,034**	**$154,800**	**$154,800**	**$151,250**



Hotel/Motel

Account Number	Description			Amount
14-4-014-700	**Payments to Belton Chamber of Commerce**			
	Special Events			
	- Event sales & group support		$27,100	
	- July 4th celebration		$ 8,000	
	- Bell County Museum		$ 7,000	
	- Expo events		$ 5,000	
	Convention & Visitor Services			
	- Staff support	$50,000		
	- Operations support	$ 8,700		
	- Convention service	$ 3,000		
	- Visitor service supplies	$ 4,500		
	- Audit fees	$ 1,000		
	- Association dues	$ 1,200		
	- Professional development	$ 2,500	$70,900	
	Marketing & Advertising			
	- General advertising	$17,000		
	- Co-op trade show advertising	$ 1,000		
	- Visitor guides - 25,000	$ 9,000		
	- Website fees	$ 1,000		
	- Promotional items	$ 4,000	$32,000	
				$ 150,000
715	**Historical Preservation**			
	- Flags/banners & visitor signage in historical downtown area			**$ 1,250**

Debt Service Fund

CITY OF BELTON
Fund Balance Projection
FY 2012

- Debt Service Fund -

Projected Beginning Fund Balance			**$ 281,757**
Budgeted Revenues		$ 864,746	
Budgeted Expenditures:			
Principal	$ 464,058		
Interest	$ 333,492		
Fees	$ 1,800		
Total Expenditures		$ (799,350)	
Net Impact of Budget on Fund Balance			$ 65,396
Projected Ending Fund Balance			**$ 347,153**

Debt Service Fund Revenues

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
15-3-1010	Current Ad Valorem Taxes	$ 841,073	$ 836,485	$ 836,485	$ 845,525
15-3-1020	Tax Discounts	$ (16,354)	$ (16,730)	$ (17,633)	$ (16,910)
15-3-1030	Delinquent Ad Valorem Taxes	$ 10,610	$ 19,813	$ 19,813	$ 19,813
15-3-1040	Penalty & Interest	$ 11,219	$ 15,568	$ 15,568	$ 15,568
15-3-1050	Payment in Lieu of taxes	$ -	$ -	$ -	$ -
	Total Ad Valorem Taxes	**$ 846,548**	**$ 855,136**	**$ 854,233**	**$ 863,996**
15-3-6020	Escrow Refund	$ -	$ -	$ -	$ -
	Total Other	**$ -**	**$ -**	**$ -**	**$ -**
15-3-8139	Transfer from 2005 GO's Street	$ -	$ -	$ -	$ -
	Total Transfers	**$ -**	**$ -**	**$ -**	**$ -**
15-3-9100	Interest Income-Bank	$ 20	$ -	$ -	$ -
15-3-9120	Interest Income-TexPool	$ 484	$ 1,200	$ 1,000	$ 750
15-3-9121	Interest Income-TexStar	$ 643	$ -	$ -	$ -
15-3-9130	Interest Income-Investments				
	Total Interest Income	**$ 1,147**	**$ 1,200**	**$ 1,000**	**$ 750**
	Total Debt Service Revenue	**$ 847,695**	**$ 856,336**	**$ 855,233**	**$ 864,746**

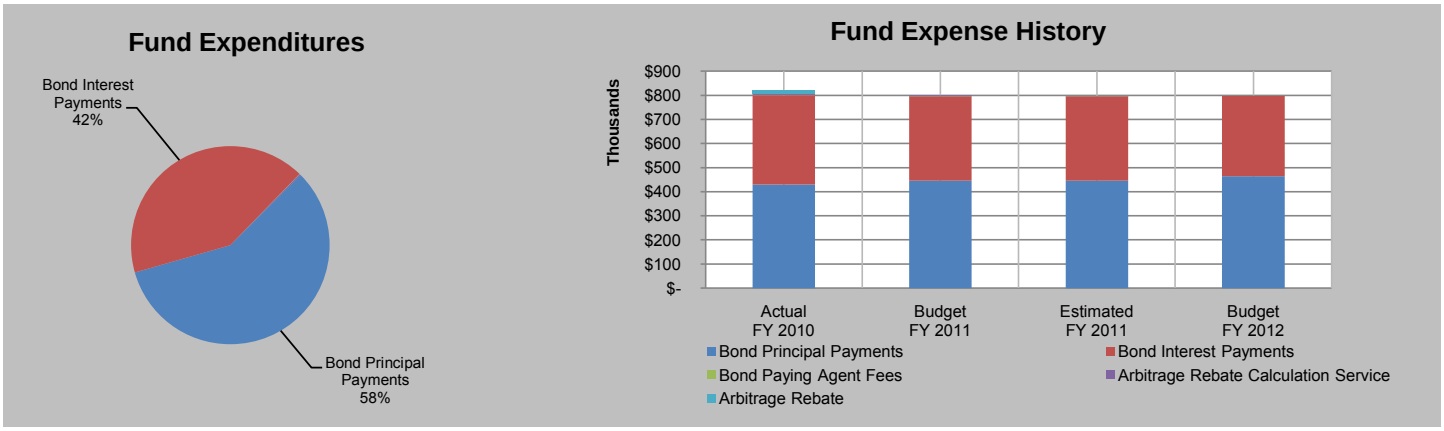
Revenue Assumptions:

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 $.1135 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 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
15-4-015-601	Bond Principal Payments	$ 430,345	$ 445,345	$ 445,345	$ 464,058
15-4-015-602	Bond Interest Payments	$ 370,420	$ 350,895	$ 350,767	$ 333,492
15-4-015-603	Bond Paying Agent Fees	$ 275	$ 300	$ 300	$ 300
15-4-015-604	Arbitrage Rebate Calculation Service	$ 4,434	$ 3,256	$ 1,203	$ 1,500
15-4-015-606	Arbitrage Rebate	$ 15,391	$ -	$ -	$ -
	Total Debt Service Expenditures	**$ 820,865**	**$ 799,796**	**$ 797,615**	**$ 799,350**



TIRZ Fund

CITY OF BELTON
Fund Balance Projection
FY 2012

- TIRZ Fund -

Projected Beginning Fund Balance			**$ 85,238**
Budgeted Revenues		$ 659,065	
Budgeted Expenditures:			
Debt Service	$ 156,048		
Transfers for Projects	$ 435,000		
Façade Grants	$ 50,000		
Total Expenditures		$ (641,048)	
Net Impact of Budget on Fund Balance			$ 18,017
Projected Ending Fund Balance			**$ 103,255**

TIRZ Fund Revenues

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
23-3-1010	City TIRZ	$ 330,596	$ 346,170	$ 352,461	$ 405,482
23-3-1011	County TIRZ	$ 189,280	$ 201,352	$ 204,814	$ 253,383
	Total Ad Valorem Tax	**$ 519,877**	**$ 547,522**	**$ 557,275**	**$ 658,865**
23-3-9100	Interest Income-Bank	$ 6	$ -	$ -	$ -
23-3-9120	Interest Income-TexPool	$ 96	$ 500	$ 175	$ 200
23-3-9121	Interest Income-TexStar	$ 140	$ -	$ -	$ -
	Total Interest Income	**$ 242**	**$ 500**	**$ 175**	**$ 200**
	Total Revenues	**$ 520,118**	**$ 548,022**	**$ 557,450**	**$ 659,065**

Revenue Assumptions:

Ad Valorem Tax:
TIRZ ad valorem taxes are generated through the taxation of increased property values in the TIRZ zone. The TIRZ 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. All of the City's idle cash funds are invested in the depository bank, TexPool, or TexStar.

TIRZ Fund Expenditures

Account Number	Account Name	FY 2010 Actual	FY 2011 Budget	FY 2011 Estimated	FY 2012 Budget
23-4-023-601	Bond Principal Payments	$ 90,000	$ 95,000	$ 95,000	$ 100,000
23-4-023-602	Bond Interest Payments	$ 63,189	$ 59,472	$ 59,472	$ 55,548
23-4-023-604	Arbitrage Rebate Calculation Fees	$ 799	$ -	$ 448	$ 500
	Total Debt Service	**$ 153,988**	**$ 154,472**	**$ 154,920**	**$ 156,048**
23-4-023-703	Façade Grants	$ 17,100	$ 50,000	$ 50,000	$ 50,000
	Total Other	**$ 17,100**	**$ 50,000**	**$ 50,000**	**$ 50,000**
23-4-023-903	Transfer to GF Cap. Projects Fund	$ 121,750	$ 115,000	$ 115,000	$ 385,000
23-4-023-907	Transfer to Drainage Fund	$ -	$ 20,000	$ 16,954	$ -
23-4-023-916	Transfer to Park Contribution Fund	$ -	$ -	$ -	$ 50,000
23-4-023-954	Transfer to Central Ave Fund	$ 100,000	$ 50,000	$ 50,000	$ -
23-4-023-956	Transfer for Commerce Drive Fund	$ 122,000	$ 150,000	$ 150,000	$ -
	Total Transfers	**$ 343,750**	**$ 335,000**	**$ 331,954**	**$ 435,000**
	Total Expenditures	**$ 514,838**	**$ 539,472**	**$ 536,874**	**$ 641,048**

TIRZ

Account Number	Description		Amount
23-4-023-601	**Bond Principal Payments**		
	- Principal payments on TIRZ bonds		$ 100,000
602	**Bond Interest Payments**		
	- Interest payments on TIRZ bonds		$ 55,548
604	**Arbitrage Rebate Calculation Fees**		
	- Arbitrage rebate calculation fees on TIRZ bonds		$ 500
703	**Façade Grants**		
	- Grants for façade improvements made in the historic downtown area		$ 50,000
903	**Transfer to General Fund Capital Projects Fund**		
	- Spring Street, IH-35 to Head Street	$ 50,000	
	- Downtown Beautification	$ 75,000	
	- Toll Bridge Road bridge replacement	$ 100,000	
	- Sparta Road (Commerce to Loop 121) Phase 1	$ 50,000	
	- SW Parkway (Loop to Huey) Phase 1	$ 40,000	
	- Main Street sidewalks	$ 40,000	
	- Other sidewalk projects	$ 30,000	$ 385,000
916	**Transfer to Park Contributions Fund**		
	- Patriot Plaza		$ 50,000

TAX INFORMATION

TAX RATE

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 2012 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

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

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:

Month of Payment	Penalty	Interest	Total
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

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 2012

- Tax Structure -

			% of Appraised	Taxes Lost
Total Appraised Value		$ 1,057,699,156		
Less:	Totally Exempt Property	$ (249,679,507)	23.61%	($1,632,904)
	Abatements	$ (10,782,903)	1.02%	($70,520)
	Over 65 Exemptions	$ (9,579,547)	0.91%	($62,650)
	Ag Value Loss	$ (8,544,788)	0.81%	($55,883)
	Veterans' 100% HS Exemption	$ (5,907,953)	0.56%	($38,638)
	Veterans' Partial Exemptions	$ (2,323,730)	0.22%	($15,197)
	Cap on Homestead Increases	$ (1,797,082)	0.17%	($11,753)
	Disability Exemptions	$ (1,013,082)	0.10%	($6,626)
	Charitable Organizations	$ (111,131)	0.01%	($727)
	Total Reductions in Value	$ (289,739,723)	27.39%	($1,894,898)
Taxable Value		$ 767,959,433	72.61%	
Tax Rate per $100 Valuation		$ 0.6540		
Estimated Tax Levy		$ 5,022,455		
Estimated Collections at 97%		**$ 4,871,781**		

- Comparison of Taxable Value, Levy and Rates -

	FY 2009	FY 2010	FY 2011	FY 2012
Taxable Value	$ 694,953,743	$ 719,733,740	$ 747,923,436	$ 767,959,433
Maint & Oper Tax Rate	$ 0.5394	$ 0.5360	$ 0.5397	$ 0.5405
Debt Service Tax Rate	$ 0.1156	$ 0.1190	$ 0.1153	$ 0.1135
Total Tax Rate	$ 0.6550	$ 0.6550	$ 0.6550	$ 0.6540
Tax Levy	$ 4,551,947	$ 4,714,256	$ 4,898,899	$ 5,022,455

Each $1,000,000 of taxable valuation at 97% collection produces $ 6,344

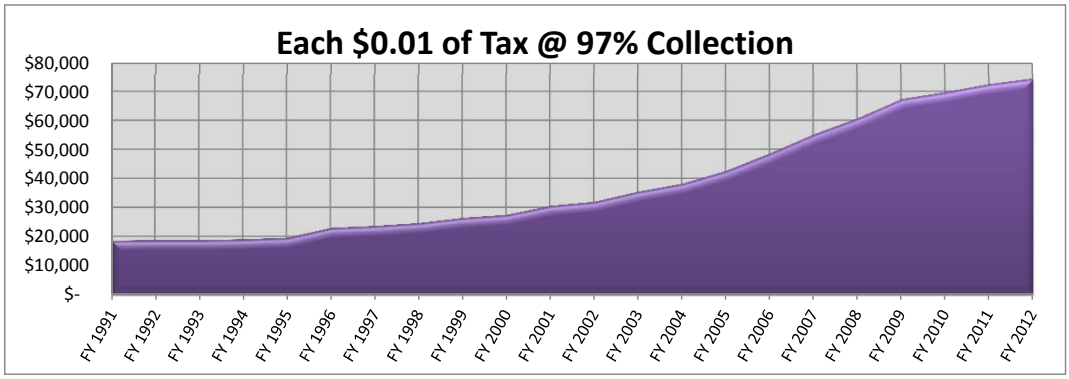
Each $0.01 of tax at 97% collection produces $ 74,492

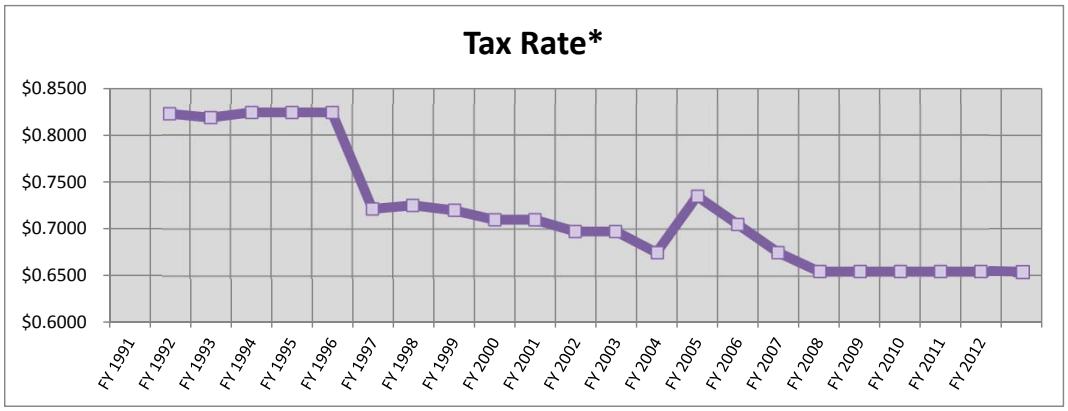
CITY OF BELTON
Annual Budget
FY 2012

- HISTORICAL TAX DATA -

Fiscal Year	Tax Year	Tax Rate*	Appraised Value	Taxable Value	Tax Levy	Each $0.01 of tax @ 97% collection	Each $1M of taxable valuation @ 97% collection
FY 1991	1990	$ 0.8225	$ 261,130,395	$ 192,204,459	$ 1,580,882	$ 18,644	$ 7,978
FY 1992	1991	$ 0.8185	$ 264,076,603	$ 193,946,188	$ 1,587,450	$ 18,813	$ 7,939
FY 1993	1992	$ 0.8239	$ 265,669,769	$ 193,800,269	$ 1,596,720	$ 18,799	$ 7,992
FY 1994	1993	$ 0.8239	$ 286,972,981	$ 196,779,138	$ 1,621,263	$ 19,088	$ 7,992
FY 1995	1994	$ 0.8239	$ 295,089,159	$ 202,417,839	$ 1,667,721	$ 19,635	$ 7,992
FY 1996	1995	$ 0.7214	$ 333,615,927	$ 237,681,604	$ 1,714,635	$ 23,055	$ 6,998
FY 1997	1996	$ 0.7252	$ 341,527,581	$ 243,996,112	$ 1,769,460	$ 23,668	$ 7,034
FY 1998	1997	$ 0.7200	$ 354,346,497	$ 254,733,472	$ 1,834,081	$ 24,709	$ 6,984
FY 1999	1998	$ 0.7100	$ 371,900,738	$ 272,590,935	$ 1,935,396	$ 26,441	$ 6,887
FY 2000	1999	$ 0.7100	$ 385,634,427	$ 283,736,431	$ 2,014,529	$ 27,522	$ 6,887
FY 2001	2000	$ 0.6975	$ 428,138,739	$ 315,721,359	$ 2,202,156	$ 30,625	$ 6,766
FY 2002	2001	$ 0.6975	$ 447,228,046	$ 329,915,935	$ 2,301,164	$ 32,002	$ 6,766
FY 2003	2002	$ 0.6750	$ 520,863,662	$ 366,357,119	$ 2,472,911	$ 35,537	$ 6,548
FY 2004	2003	$ 0.7350	$ 553,603,186	$ 394,021,318	$ 2,896,057	$ 38,220	$ 7,130
FY 2005	2004	$ 0.7050	$ 612,116,361	$ 439,678,942	$ 3,099,737	$ 42,649	$ 6,839
FY 2006	2005	$ 0.6750	$ 681,292,912	$ 502,019,398	$ 3,388,631	$ 48,696	$ 6,548
FY 2007	2006	$ 0.6550	$ 750,068,830	$ 569,777,215	$ 3,732,041	$ 55,268	$ 6,354
FY 2008	2007	$ 0.6550	$ 821,610,708	$ 626,671,977	$ 4,104,701	$ 60,787	$ 6,354
FY 2009	2008	$ 0.6550	$ 885,807,551	$ 694,953,743	$ 4,551,947	$ 67,411	$ 6,354
FY 2010	2009	$ 0.6550	$ 970,295,495	$ 719,733,740	$ 4,746,286	$ 69,814	$ 6,354
FY 2011	2010	$ 0.6550	$ 1,003,315,239	$ 747,923,436	$ 4,898,899	$ 72,549	$ 6,354
FY 2012	2011	$ 0.6540	$ 1,057,699,156	$ 767,959,433	$ 5,022,455	$ 74,492	$ 6,344

* 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

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 2012 tax rate is well below all of the aforementioned limits.

Assessed Value, 2011 (FY 2012) Tax Roll	$767,959,433
Limit on Amount Designated for Debt Service	x 1.25%
Legal Debt Limit	$ 9,599,493
General Obligation Debt Service FY 2012	$ 797,550

City of Belton
Annual Budget
FY 2012

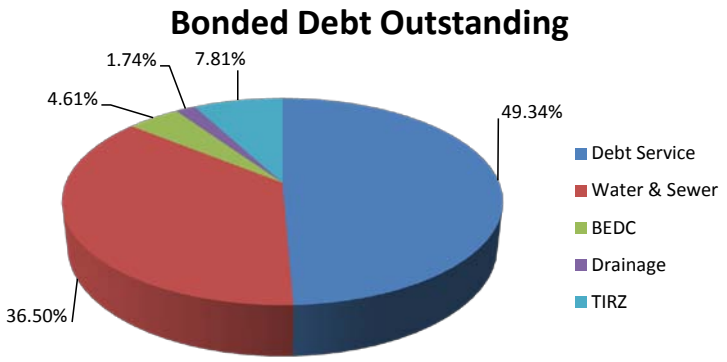
City Wide Bonded Debt

By Issue:

Issue	Maturity Date	---Interest Rates--- Low	High	Original Issue	Outstanding 10/01/11
2002 Refunding - W/S	02/01/2016	3.35%	3.35%	$ 2,301,140	$ 335,000
2002 CO's - GO & W/S	08/01/2022	4.40%	4.40%	$ 4,644,159	$ 3,325,000
2003 GO's	08/01/2023	4.15%	4.15%	$ 2,480,000	$ 1,870,000
2005 GO's	08/01/2025	3.54%	3.54%	$ 4,500,000	$ 3,180,000
2007 CO's - GO, W/S, & TIRZ	08/01/2027	4.13%	4.13%	$ 5,365,000	$ 4,790,000
2008 CO's - GO, W/S, & Drainage	08/01/2028	4.19%	4.19%	$ 2,000,000	$ 1,785,000
2009 Refunding - W/S & BEDC	08/01/2017	2.00%	2.50%	$ 2,320,000	$ 1,935,000
Total Bonded Debt Outstanding					**$ 17,220,000**

By Fund:

Issue	Last Maturity Date	---Interest Rates--- Low	High	Original Issues	Outstanding 10/01/11
GO Debt	08/01/2028	3.54%	4.40%	$ 10,978,710	$ 8,497,113
Water & Sewer	08/01/2028	2.00%	4.40%	$ 9,629,461	$ 6,285,550
BEDC	08/01/2017	2.00%	2.50%	$ 952,128	$ 793,350
Drainage	08/01/2028	4.19%	4.19%	$ 335,000	$ 298,987
TIRZ	08/01/2022	4.13%	4.13%	$1,715,000	$ 1,345,000
Total Bonded Debt Outstanding					**$ 17,220,000**



CITY OF BELTON
Annual Budget
FY 2012

City Wide Debt
- Schedule of Requirements -

Fiscal Year	2002 Refunding		2002 CO's		2003 GO's		2005 GO's		2007 CO's		2008 CO's		2009 Refunding		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2012	$ 60,000	$ 10,217	$ 245,000	$ 146,300	$ 120,000	$ 77,605	$ 195,000	$ 112,572	$ 175,000	$ 197,827	$ 75,000	$ 74,792	$ 335,000	$ 41,537	$ 1,205,000	$ 660,850	$ 1,865,850
FY 2013	$ 65,000	$ 8,124	$ 255,000	$ 135,520	$ 125,000	$ 72,625	$ 195,000	$ 105,669	$ 190,000	$ 190,600	$ 75,000	$ 71,648	$ 335,000	$ 34,837	$ 1,240,000	$ 619,023	$ 1,859,023
FY 2014	$ 70,000	$ 5,863	$ 260,000	$ 124,300	$ 130,000	$ 67,438	$ 225,000	$ 98,766	$ 205,000	$ 182,753	$ 80,000	$ 68,507	$ 345,000	$ 28,137	$ 1,315,000	$ 575,764	$ 1,890,764
FY 2015	$ 70,000	$ 3,518	$ 275,000	$ 112,860	$ 135,000	$ 62,043	$ 230,000	$ 90,801	$ 215,000	$ 174,286	$ 85,000	$ 65,154	$ 350,000	$ 21,237	$ 1,360,000	$ 529,899	$ 1,889,899
FY 2016	$ 70,000	$ 1,173	$ 280,000	$ 100,760	$ 145,000	$ 56,440	$ 230,000	$ 82,659	$ 230,000	$ 165,407	$ 90,000	$ 61,593	$ 355,000	$ 13,363	$ 1,400,000	$ 481,395	$ 1,881,395
FY 2017			$ 360,000	$ 88,440	$ 150,000	$ 50,423	$ 240,000	$ 74,517	$ 235,000	$ 155,907	$ 90,000	$ 57,822	$ 215,000	$ 5,375	$ 1,290,000	$ 432,484	$ 1,722,484
FY 2018			$ 320,000	$ 72,600	$ 155,000	$ 44,198	$ 250,000	$ 66,021	$ 390,000	$ 146,202	$ 95,000	$ 54,052			$ 1,210,000	$ 383,073	$ 1,593,073
FY 2019			$ 310,000	$ 58,520	$ 165,000	$ 37,765	$ 255,000	$ 57,171	$ 400,000	$ 130,095	$ 100,000	$ 50,070			$ 1,230,000	$ 333,621	$ 1,563,621
FY 2020			$ 325,000	$ 44,880	$ 175,000	$ 30,918	$ 260,000	$ 48,144	$ 415,000	$ 113,575	$ 105,000	$ 45,880			$ 1,280,000	$ 283,397	$ 1,563,397
FY 2021			$ 340,000	$ 30,580	$ 180,000	$ 23,655	$ 270,000	$ 38,940	$ 430,000	$ 96,435	$ 110,000	$ 41,481			$ 1,330,000	$ 231,091	$ 1,561,091
FY 2022			$ 355,000	$ 15,620	$ 190,000	$ 16,185	$ 275,000	$ 29,382	$ 445,000	$ 78,677	$ 110,000	$ 36,871			$ 1,375,000	$ 176,735	$ 1,551,735
FY 2023					$ 200,000	$ 8,300	$ 265,000	$ 19,647	$ 275,000	$ 60,298	$ 115,000	$ 32,263			$ 855,000	$ 120,508	$ 975,508
FY 2024							$ 140,000	$ 10,266	$ 285,000	$ 48,941	$ 120,000	$ 27,445			$ 545,000	$ 86,652	$ 631,652
FY 2025							$ 150,000	$ 5,310	$ 290,000	$ 37,170	$ 125,000	$ 22,416			$ 565,000	$ 64,896	$ 629,896
FY 2026									$ 300,000	$ 25,193	$ 130,000	$ 17,178			$ 430,000	$ 42,371	$ 472,371
FY 2027									$ 310,000	$ 12,802	$ 135,000	$ 11,732			$ 445,000	$ 24,534	$ 469,534
FY 2028											$ 145,000	$ 6,076			$ 145,000	$ 6,076	$ 151,076
Totals	$ 335,000	$ 28,895	$ 3,325,000	$ 930,380	$ 1,870,000	$ 547,595	$ 3,180,000	$ 839,865	$ 4,790,000	$ 1,816,168	$ 1,785,000	$ 744,980	$ 1,935,000	$ 144,486	$ 17,220,000	$ 5,052,369	$ 22,272,369

City of Belton
Annual Budget
FY 2012

General Obligation Debt
- Schedule of Bonded Debt -

Issue	Maturity Date	---Interest Rates--- Low	High	Original Issue	Outstanding 10/01/11
2002 CO's - GO Portion	08/01/2013	4.40%	4.40%	$ 283,710	$ 56,750
2003 GO's	08/01/2023	4.15%	4.15%	$ 2,480,000	$ 1,870,000
2005 GO's	08/01/2025	3.54%	3.54%	$ 4,500,000	$ 3,180,000
2007 CO's - GO Portion	08/01/2027	4.13%	4.13%	$ 2,230,000	$ 2,065,000
2008 CO's - GO Portion	08/01/2028	4.19%	4.19%	$ 1,485,000	$ 1,325,363
				$ 10,978,710	
Total General Obligation Debt Outstanding					**$ 8,497,113**

CITY OF BELTON
Annual Budget
FY 2012

General Obligation Debt
- Schedule of Requirements -

Fiscal Year	2002 CO's GO Portion Principal	2002 CO's GO Portion Interest	2003 GO's Principal	2003 GO's Interest	2005 GO's Principal	2005 GO's Interest	2007 CO's GO Portion Principal	2007 CO's GO Portion Interest	2008 CO's GO Portion Principal	2008 CO's GO Portion Interest	Annual Totals Principal	Annual Totals Interest	Annual Totals Total
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
Totals	$ 56,750	$ 3,746	$ 1,870,000	$ 547,595	$ 3,180,000	$ 839,865	$ 2,065,000	$ 842,520	$ 1,325,363	$ 553,148	$ 8,497,113	$ 2,786,874	$ 11,283,987

City of Belton
Annual Budget
FY 2012

Water & Sewer Debt
- Schedule of Bonded Debt -

Issue	Maturity Date	Interest Rates Low	Interest Rates High	Original Issue	Outstanding 10/01/11
2002 Refunding - W&S Portion	02/01/2016	3.35%	3.35%	$ 2,301,140	$ 335,000
2002 CO's - W&S Portion	08/01/2022	4.40%	4.40%	$ 4,360,449	$ 3,268,250
2007 CO's - W&S Portion	08/01/2027	4.13%	4.13%	$ 1,420,000	$ 1,380,000
2008 CO's - W&S Portion	08/01/2028	4.19%	4.19%	$ 180,000	$ 160,650
2009 Refunding - W&S Portion	08/01/2017	2.00%	2.50%	$ 1,367,872	$ 1,141,650
				$ 9,629,461	
Total Revenue Debt Outstanding					**$ 6,285,550**

CITY OF BELTON
Annual Budget
FY 2012
Water & Sewer Debt
- Schedule of Requirements -

Fiscal Year	2002 Refunding Revenue Portion		2002 CO's Revenue Portion		2007 CO's Revenue Portion		2008 CO's Revenue Portion		2009 Refunding		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2012	$ 60,000	$ 10,217	$ 216,630	$ 143,803	$ 10,000	$ 56,994	$ 6,750	$ 6,731	$ 197,650	$ 24,507	$ 491,030	$ 242,252	$ 733,282
FY 2013	$ 65,000	$ 8,124	$ 226,620	$ 134,271	$ 10,000	$ 56,581	$ 6,750	$ 6,448	$ 197,650	$ 20,554	$ 506,020	$ 225,978	$ 731,998
FY 2014	$ 70,000	$ 5,863	$ 260,000	$ 124,300	$ 10,000	$ 56,168	$ 7,200	$ 6,166	$ 203,550	$ 16,601	$ 550,750	$ 209,098	$ 759,848
FY 2015	$ 70,000	$ 3,518	$ 275,000	$ 112,860	$ 10,000	$ 55,755	$ 7,650	$ 5,864	$ 206,500	$ 12,530	$ 569,150	$ 190,527	$ 759,677
FY 2016	$ 70,000	$ 1,173	$ 280,000	$ 100,760	$ 10,000	$ 55,342	$ 8,100	$ 5,543	$ 209,450	$ 7,884	$ 577,550	$ 170,702	$ 748,252
FY 2017			$ 360,000	$ 88,440	$ 10,000	$ 54,929	$ 8,100	$ 5,204	$ 126,850	$ 3,171	$ 504,950	$ 151,744	$ 656,694
FY 2018			$ 320,000	$ 72,600	$ 150,000	$ 54,516	$ 8,550	$ 4,865			$ 478,550	$ 131,981	$ 610,531
FY 2019			$ 310,000	$ 58,520	$ 150,000	$ 48,321	$ 9,000	$ 4,506			$ 469,000	$ 111,347	$ 580,347
FY 2020			$ 325,000	$ 44,880	$ 150,000	$ 42,126	$ 9,450	$ 4,129			$ 484,450	$ 91,135	$ 575,585
FY 2021			$ 340,000	$ 30,580	$ 150,000	$ 35,931	$ 9,900	$ 3,733			$ 499,900	$ 70,244	$ 570,144
FY 2022			$ 355,000	$ 15,620	$ 150,000	$ 29,736	$ 9,900	$ 3,318			$ 514,900	$ 48,674	$ 563,574
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
Totals	$ 335,000	$ 28,895	$ 3,268,250	$ 926,634	$ 1,380,000	$ 618,674	$ 160,650	$ 67,047	$ 1,141,650	$ 85,247	$ 6,285,550	$ 1,726,497	$ 8,012,047

City of Belton
Annual Budget
FY 2012

Economic Development Debt
- Schedule of Bonded Debt -

Issue	Maturity Date	---Interest Rates--- Low	High	Original Issue	Outstanding 10/01/11
2009 Refunding - ED Portion	08/01/2017	2.00%	2.50%	$ 952,128	$ 793,350
Total Revenue Bonds Outstanding					**$ 793,350**

CITY OF BELTON
Annual Budget
FY 2012

Economic Development Debt
- Schedule of Requirements -

Fiscal Year	2009 Refunding DC Portion Principal	Interest	Total
FY 2012	$ 137,350	$ 17,030	$ 154,380
FY 2013	$ 137,350	$ 14,283	$ 151,633
FY 2014	$ 141,450	$ 11,536	$ 152,986
FY 2015	$ 143,500	$ 8,707	$ 152,207
FY 2016	$ 145,550	$ 5,479	$ 151,029
FY 2017	$ 88,150	$ 2,204	$ 90,354
Totals	$ 793,350	$ 59,239	$ 852,589

City of Belton
Annual Budget
FY 2012

Drainage Debt
- Schedule of Bonded Debt -

Issue	Maturity Date	---Interest Rates--- Low	High	Original Issue	Outstanding 10/01/11
2008 CO's - Drainage Portion	08/01/2028	4.19%	4.19%	$ 335,000	$ 298,987
Total General Obligation Debt Outstanding					**$ 298,987**

CITY OF BELTON
Annual Budget
FY 2012

Drainage Debt
- Schedule of Requirements -

Fiscal Year	2008 CO's GO Portion Principal	Interest	Annual Totals Total
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
Totals	$ 298,987	$ 124,785	$ 423,772

City of Belton
Annual Budget
FY 2012

TIRZ Debt
- Schedule of Bonded Debt -

Issue	Maturity Date	---Interest Rates--- Low	High	Original Issue	Outstanding 10/01/11
2007 CO's - TIRZ Portion	08/01/2022	4.13%	4.13%	$ 1,715,000	$ 1,345,000
Total Revenue Bonds Outstanding October 1, 2010					**$ 1,345,000**

CITY OF BELTON
Annual Budget
FY 2012

TIRZ Debt
- Schedule of Requirements -

Fiscal Year	2007 CO's TIRZ Portion Principal	Interest	Total
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
Totals	$ 1,345,000	$ 354,974	$ 1,699,974

CITY OF BELTON, TEXAS
FOUNDED 1850

CAPITAL OUTLAY

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.

One-time or non-recurring capital outlay 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 2012 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. Certificates of Obligation were issued in 2007 to fund street, water, sewer, and building projects. Details of this CO issue are contained in this section.

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 2012, 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 2012

Department/Division	Amount	New	Replacement	Impact on Operating Budget
GENERAL FUND				
01-120: Other Costs				
Transfer to Capital Equipment Fund (Transfer will only be made based on the results of the mid-year budget review)	$ 100,000	✓	✓	
Total General Fund	**$ 100,000**			**$ -**
WATER & SEWER FUND				
02-201: Util Admin - Operations				
Pickup truck	$ 16,000		✓	Already budgeted
02-210: Water				
Backhoe	$ 90,000		✓	$ 200
Water meters	$ 20,000	✓	✓	$ -
02-221: Sewer - Collection				
Trailer for Sewer camera	$ 6,000	✓		$ 100
02-222: Sewer - Lift Stations				
Pump for Pecan Street lift station	$ 13,000		✓	Already budgeted
Total Water & Sewer Fund	**$ 145,000**			**$ 300**
ECONOMIC DEVELOPMENT FUND				
05-501: Operations				
PUD Infrastructure	$ 150,000	✓		Future R&M
Total Drainage Fund	**$ 150,000**			**$ 400**
DRAINAGE FUND				
07-080: Drainage				
Drainage projects	$ 50,000	✓		Future R&M
Total Drainage Fund	**$ 50,000**			**$ 400**

CITY OF BELTON
- General Capital Equipment Fund -
FY 2012

Department	Description	Amount	New	Replacement	Impact on Operating Budget
	Estimated Balance 10/01/2011	**$ 387,403**			
Council	Presentation Equipment	$ 12,000		✓	$ -
Finance	ePatient Care Reporting	$ 15,000	✓		$ 4,560
Finance	HR Software - 75%	$ 25,500	✓		$ 3,000
Fire	Rescue Boat Accessories	$ 3,500	✓		$ -
Fire	PC's - 3	$ 4,500		✓	$ -
Fire	Life Pak Monitor/Defib	$ 32,000		✓	$ -
IT	Server, Software, Licenses	$ 5,725		✓	$ -
IT	Website Redesign	$ 5,625		✓	$ -
Streets	Patching Roller	$ 8,000		✓	$ -
Streets	Handheld saw	$ 850		✓	$ -
Streets & Parks	Crack Sealing Equipment	$ 4,000	✓		$ 500
Parks-Facilities	Mower	$ 700		✓	$ -
Parks-Recreation	Portable PA	$ 850	✓		$ -
Planning	PC	$ 1,500		✓	$ -
Library	PC's - 2	$ 3,000		✓	$ -
Library	Barcode Scanners	$ 600		✓	$ -
LIbrary	Furniture for Workroom	$ 8,500		✓	$ -
Maintenance	Jacks and Toolbox	$ 2,900		✓	$ -
Maintenance	Sandblasting Cabinet	$ 1,600	✓		$ 250
Maintenance	Pressure Washer	$ 3,600		✓	$ -
Maintenance	Computer Diagnostic Equip	$ 2,500	✓		$ 100
	Total General Capital Equipment	**$ 142,450**			**$ 8,410**
	Estimated Balance September 30, 2012	**$ 244,953**			

The General Fund Capital Equipment Fund is used to accumulate funds for large equipment purchases, not able to be funded in one budget year, or for equipment that may have funding from several different sources. Additionally, department managers are encouraged to be frugal with their operating budgets, and are allowed to request transfer of operating budget balances at year end into this fund for equipment needs.

CITY OF BELTON
- General Capital Projects Fund -
FY 2012

Estimated Balance October 1, 2011	**$**	**660,846**	
Transfers:			
From TIRZ	$	385,000	
Projects:			**Description**
Liberty Valley	$	20,000	City share of street extension
Lake-to-Lake Road ROW	$	10,000	ROW for future road
BEDC Website	$	4,646	Revamp of website
Alley Rehab - Central & 1st	$	34,330	Paving alleyway between First & Central
Retail Recruitment	$	44,211	Consultant study
Fire Chief Recruitment	$	7,438	Final phase of search for Fire Chief
TIA - River Fair	$	20,500	Traffic impact study
Park Planning	$	47,762	Nolan Creek recreation feasibility study
City Hall Security	$	10,250	Improvements to enhance security of building
Harris Center Storage Room	$	6,400	Divide existing room to create storage space
Library Landscaping & Sidewalks	$	7,000	Exterior improvements to Library building
TIRZ Sidwalk Project	$	70,000	Sidewalks along Main Street & other areas
Spring Street Project - Phase II	$	50,000	Street and drainage improvements
Dowtown Beautification	$	75,000	Paving Flat Street
Toll Bridge Road Bridge Replacement	$	100,000	City share of State bridge replacement program
Sparta Road - Commerce to Loop 121	$	50,000	Design of street expansion
Southwest Parkway - Loop 121 to Huey	$	40,000	Design of street expansion
Total General Capital Projects	$	597,537	
Unallocated	**$**	**448,309**	

The General Fund Capital Projects Fund is used to account for projects that may have funding from several different sources and projects that are funded in an operating budget and expected to extend beyond the funding year. Additionally, department managers are encouraged to be frugal with their operating budgets, and are allowed to request usage of operating budget balances at year end for equipment needs.

CITY OF BELTON
- Water & Sewer Capital Projects -
FY 2012

Estimated Balance October 1, 2011	**$**	**307,496**	
Transfers:			
From Water & Sewer Fund	$	150,000	
Projects:			**Description**
HR Software	$	8,500	25% of HR Software project
Automated Meter Reading	$	75,000	Phase 1 of project
Dunns' Canyon Liftstation	$	48,000	Replace emergency generator
Total Water & Sewer Capital Projects	$	131,500	
Unallocated	**$**	**325,996**	

The Water & Sewer Fund Capital Projects Fund is used to account for projects that may have funding from several different sources and projects that are funded in an operating budget and expected to extend beyond the funding year. Additionally, department managers are encouraged to be frugal with their operating budgets, and are allowed to request usage of operating budget balances at year end for equipment needs.

CITY OF BELTON
- 2007 Certificates of Obligation -
FY 2012

	General Fund	Water & Sewer	TIRZ
Estimated Balance October 1, 2011	$ 283,450	$ 578,701	$ 193,711
Commitments/Estimates:			
Public Works Facility	$ (283,450)		
West FM 93 Sewer Extension		$ (92,455)	
Auction Barn Road Sewer		$ (121,173)	
Industrial Park Sewer		$ (41,823)	
Lampasas River WWT Plant Study		$ (54,600)	
Rehab Water Tanks	$ -	$ (210,000)	
Construction Inspector Allocation	$ -	$ (58,650)	$ -
Unallocated Balance	$ -	$ -	$ 193,711

General Fund

Project Description: Relocation of PW Center and construction of a new maintenance building.

Benefit:
The Maintenance department is currently located in a series of metal 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.

The City has obtained the old State Highway department facility on FM 436. Some of the structures on this site will be upgraded for office and storage purposes, and a new metal building will be built on this site to house the vehicle maintenance operation. The existing Public Works Center is currently located on Avenue D, in an area near the new South Belton Middle School, scheduled to open in the fall of 2012. This area has evolved from rural to residential, and moving the PW Center will allow this land to be used for a higher and better purpose.

Impact on Operating Budget: 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 2013 budget.

CITY OF BELTON
- 2007 Certificates of Obligation -
FY 2012

Water & Sewer Projects

Project Description: Replacing and extending existing water and sewer lines and mains.

Benefit:

- The West FM 93 project will extend a 10" sewer line by 1,600 feet, including boring of Loop 121 and FM 93.
- The Auction Barn Road Sewer project will extend sewer service 535 feet in the vicinity of Auction Barn Road and Loop 121.
- The Industrial Park Sewer project will extend sewer service by 400 feet along Commerce Drive, south of Sparta Road.
- Lampasas River Wastewater Treatment Plant project will provide the preliminary design study for a sewer plant in the Lampasas River basin.
- The inspection and rehabilitation of the Miller Heights and Loop 121 water tanks will extend the life of these vital structures, and ensure the safe potable water system in Belton.
- A portion of the City's Construction Inspector salary cost will be allocated to the above projects.

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.

The rehabilitation of the Miller Heights and Loop 121 water tanks are routine projects that will extend the life of these vital structures. The project will consist of thorough inspection to develop a rehabilitation plan for both tanks to include patching, welding, and painting of the tanks.

TIRZ Projects

All of the original projects funded by the 2007 TIRZ funds have been completed. Staff will develop a list of potential projects for consideration by the TIRZ Board and City Council. All TIRZ projects must be within the boundaries of the TIRZ zone.

CITY OF BELTON, TEXAS
FOUNDED 1850

ORDINANCE NO. 2011-16

AN ORDINANCE APPROVING THE ANNUAL BUDGET OF THE CITY OF BELTON FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2011, AND ENDING SEPTEMBER 30, 2012.

WHEREAS, the budget for the fiscal year beginning October 1, 2011, and ending September 30, 2012, and containing expenditures as follows: General Fund - $10,518,893, Water & Sewer Fund - $5,281,598, Economic Development Fund - $804,666, Drainage Fund - $261,103, Hotel/Motel Fund - $151,250, Debt Service Fund - $799,350, and TIRZ Fund - $641,048, 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, 2011, 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 13th day of September, 2011.

Jim Covington, Mayor

ATTEST:

Connie Torres, City Clerk

TAX ORDINANCE NO. 2011-17

AN ORDINANCE LEVYING AD VALOREM TAX FOR PAYMENT OF OUTSTANDING DEBTS OF THE CITY OF BELTON FOR THE FISCAL YEAR 2012 (TAX YEAR 2011), 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.

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 2012 (tax year 2011), 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 $.5405 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 $.1135 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, 2011

SECTION THREE: That taxes permitted under this ordinance shall be due on October 1, 2011 and if not paid on or before January 31, 2012 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: 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 13th day of September, 2011, 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 on the date above set out.

Jim Covington, Mayor

ATTEST:

Connie Torres, City Clerk

ORDINANCE NO. 2011-30

AN ORDINANCE ADOPTING THE STRATEGIC PLAN UPDATE, FY 2012-2017, FOR THE CITY OF BELTON, TEXAS.

WHEREAS, the City Council recognizes the need for a Strategic Plan to establish a Community mission statement and a vision for its success; and

WHEREAS, the City's objective is to update the Strategic Plan each year as a component of the City's budget process to maintain its vitality as a framework for decision making; and

WHEREAS, the Plan identifies 55 objectives derived from the following six Policy Statements:

Policy A The City of Belton provides effective and efficient City Government for its Citizens.

Policy B The City of Belton follows prudent growth management practices.

Policy C The City of Belton seeks to protect and improve our quality of life.

Policy D The City of Belton maintains an active role in economic development.

Policy E The City of Belton maintains an effective level of readiness to anticipate and respond to diverse public safety needs.

Policy F The City of Belton provides quality delivery of essential services.

WHEREAS, the Strategic Plan further identifies 20 High Priority-Ranked Objectives for special attention during FY 2012 for which a goal and team coordinator is assigned, as well as barriers, strategies, tasks, timeline for completion, cost and funding source based on the best information available at this time; and

WHEREAS, the City of Belton values the task of developing and updating the Strategic Plan, and fully intends to use it as a guide for the Community's future, with flexibility for changing conditions; and

WHEREAS, the City Council, having taken into consideration the results of this update process and recommendations from the City's management team, and the opportunity for comments from citizens, the Council has determined that the proposed Strategic Plan is reasonable; and

WHEREAS, the Strategic Plan is reviewed and updated annually, with comprehensive updates as needed.

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

I.

That the Strategic Plan for the City of Belton, Texas, attached hereto at Exhibit "A" and incorporated herein for all intents and purposes, is hereby officially adopted.

II.

The Strategic Plan shall serve as a reference guide for Belton's future and shall be updated annually, with a comprehensive update as needed.

III.

The Strategic Plan shall serve as the framework for decision-making, continuing numerous elements of Plan implementation, while maintaining the flexibility for adjustment as needed based upon changing conditions.

PRESENTED AND ADOPTED on this the 13th day of December, 2011, at a regular meeting of the City Council of the City of Belton, Texas.

Jim Covington, Mayor

ATTEST:

Connie Torres, City Clerk

ORDINANCE NO. 2011-15

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 19 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, 2011.

PASSED AND APPROVED this the 13th day of September, 2011.

Jim Covington, Mayor

ATTEST:

Connie Torres, City Clerk

CITY OF BELTON
FEE & RATE SCHEDULE
(Effective 10-01-11)

Sec. 2-29 **Lena Armstrong Public Library Fees** (Fee Ordinance #2011-15)

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/prints:	
Black & white	$0.20 per page
Color	$0.50 per page
Scanning:	
Print/e-mail	$0.50 per page
Edit	$2.00 per page
Interlibrary Loan	Postage cost (kept at Library to pay for return postage)
Library Card	First one is free, additional cards $3.00 each
Proctor Exams (print/fax)	$5.00 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 rewound	$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. 3-42 **Fees for Impounding Dogs** (Fee Ordinance #2010-38)

1st occurrence	$25.00
2nd occurrence	$35.00
3rd occurrence	$50.00

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

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

Demolition by City (Fee Ordinance #2010-38)

Equipment cost	$200.00/hour per piece of City equipment (includes operator) + 20% of disposal costs – 2 hour minimum
Additional personnel cost	$50.00/hour per City employee

Fence Permits (Fee Ordinance #2009-48)

Basic permit	$25.00

House Moving Permits (Fee Ordinance #2004-40)

Basic Permit	$100.00 plus $300.00 cash deposit or $1,000.00 surety bond

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
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 #2010-38)

Basic Permit Fee	$25.00 + fees below
Per Fixture	$3.00
Backflow Prevention Assembly	$10.00
Water Heater	$5.00
Gas System (up to 5 outlets)	$6.00
Per Added Outlet	$1.00
Grease Recovery Device	$15.00
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
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 #2009-48)	
	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
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 + 10%
Damaged Fire Hose	$500.00 per 100' section plus S&H

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
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 Inspection	$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 #2011-03)

Curbside	$15.05 per month
Back Door	$25.50 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 – Cart Collection** (Ordinance # 2011-03)

Once per week	$25.00 per cart
Twice per week	$35.00 per cart

Sec. 8-74 **Brush Collection** (Ordinance #2011-01)

Residential Garbage Customers	$3.00 per month
Non-Residential As-Called	$50.00 per 18 CY load (one load minimum)

Sec. 11-17 **Alcoholic Beverage Permits** (Ordinance #70687-1)

Fees 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.)

Sec. 15-50 **Park Permit /Reservation Fees** (Fee Ordinance #2010-38)

Park Facilities (resident in city limits)	$25.00 per day + clean-up deposit*
Park Facilities (non-resident)	$50.00 per day + clean-up deposit*

Available Facilities
Yettie Polk Park Gazebo
Confederate Park Pavilion
Heritage Park HEB 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

Park Event
Confederate Park, Yettie Polk Park, Heritage Park, Chisholm Trail Park

Commercial/ticketed events	$250.00 per day + $100.00 clean-up deposit
Non-ticketed events	$100.00 per day + $100.00 clean-up deposit
With electricity	$10.00 additional (limited to two outlets)
Each additional outlet	$10.00 additional (i.e. for vendors' use)

Playing Fields (day use only; no concessions)***

Resident in city limits	$25.00 per field per day + clean-up deposit**
Non-resident	$50.00 per field per day + clean-up deposit**

Available Facilities
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.

Practice Play

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

Recreational Play

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 that 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 two weeks prior to proposed event. All field rentals are at the discretion of the City based on field conditions. All field preparations will be the

responsibility of the renter.

Heritage Park Baseball Complex *Available for rental – Aug 15 through Jan 15 (4 fields, bleacher seating, restrooms, concession)	$1,000.00 + $500.00 clean-up deposit
Heritage Park Soccer Complex *Available for rental – May 15 through Aug 1 (4 fields, restrooms, concession)	$750.00 + $500.00 clean-up deposit
Chisholm Trail Park Softball Complex *Available for rental – Aug 15 through Dec 31 (3 fields, bleacher seating, restrooms, concession)	$750.00 + $500.00 clean-up deposit
Jaycee Baseball Field *Available for rental – Aug 15 through Jan 15 (1 field, bleacher seating, restrooms, concession)	$250.00 + $500.00 clean-up deposit
Light Fee	$25.00 per hour, per complex

--- see next page ---

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

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** (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: (Length of project within city limit)	$2.00 per linear foot
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 #2010-38)

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 + $1,000.00 refundable deposit
Tampering with water meter	$150.00
Tampering with fire hydrant	$1,250.00

Sec. 23-137 **Water Tapping Fees** (Fee Ordinance #2011-15)

Laid in place type – 5/8"-3/4" meter	$350.00
Not laid in place type 5/8"-3/4" meter - no street cut	$900.00
5/8"-3/4" meter - street cut	$1,250.00
Over 5/8"-3/4" up to 1" meter	Appropriate fee above + $100.00 additional
Over 1" meter	Actual cost material + equipment/labor
Equipment	$100.00 per hour per piece of equipment
Labor	$25.00 per employee per hour
Cutoff valve	$50.00

Sewer Tapping Fees (Fee Ordinance #2010-38)

Laid in place type – 4" sewer tap	$300.00
Not laid in place type 4" sewer tap - no street cut	$850.00
Not laid in place type 4" sewer tap - street cut	$1,200.00
Sewer taps larger than 4"	Actual cost ($800.00 minimum) + equipment/labor
Equipment	$100.00 per hour per piece of equipment
Labor	$25.00 per employee per hour

Sec. 23-139 **Utility Reconnect Fees** (Fee Ordinance #2008-32)

Normal hours	$20.00
After hours	$30.00
Irrigation meter reactivation/deactivation	$20.00

Sec. 23-140 **Transfer of Utility Service Fee** (Ordinance #2008-32)

$20.00

Sec. 23-141 **New Service Fee** (Fee Ordinance #2008-32)

$20.00

Sec. 23-151 **Water Rates** (Fee Ordinance #2008-32)

0 - 2,000 gallons	$14.00 minimum
Over 2,000 gallons	$3.25 per thousand gallons

Bulk Water Rates (Fee Ordinance #2011-15)

$3.25 per 1,000 gallons purchased in bulk from City facilities.

Sec. 23-152 **Water and Sewer Rates Outside the City** (Ordinance #2004-25)

1¼ times the prevailing rate within the City

Sec. 23-154 **Leak Rate** (Fee Ordinance #2002-41)

$1.50 per 1,000 gallons in excess of the prior 12 months average consumption, or comparable historical use for a particular month(s).

Sec. 23-171 **Sewer Rates** (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

Sec. 23-186 **Late Fee** (Fee Ordinance #2002-41)

$10.00

Sec. 23-187 **Returned Check Fee** (Fee Ordinance #2004-40)

$30.00

Sec. 23-308 **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. 23-TBD **Irrigation System Permits** (Ordinance #2010-38)

Installation permit	$30.00 + fees below
Per sprinkler head	$1.00
Backflow prevention assembly	$10.00
Reinspection Fee	$50.00

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

--- see next page ---

Sec. 24-76 **Emergency Medical Services Rates** (Fee Ordinance #2009-48)

EMS Transports:		
Service Level:	**City**	**Rural**
Basic Life Support (BLS): Emergency pre-hospital care that uses non-invasive medical acts.	$ 500.00	$ 800.00
Advanced Life Support 1 (ALS1): Emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen and EKG monitoring.	$ 600.00	$ 800.00
Advanced Life Support 2 (ALS2): Emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen, EKG monitoring and drug therapy.	$ 700.00	$ 800.00
No Transport Calls:		
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.		
Service Level:	**City**	**Rural**
Non Transport Level 1: Calls which result in no BLS, ALS1 or ALS2 treatment other than patient evaluation and non-transportation. ** 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.*	No Charge *	$ 800.00
Non Transport Level 2: Calls which result in BLS treatment and non-transportation.	$ 500.00	$ 800.00
Non Transport Level 3: Calls which result in ALS1 or ALS2 treatment and non-transportation.	$ 600.00	$ 800.00
Mileage:		
City: Per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery.	$ 10.00	
Rural: Per mile beginning from where the EMS vehicle leaves the City of Belton and ending where the EMS vehicle re-enters the City of Belton.		$ 10.00

Zoning (Fee Ordinance #2010-38)

Rezoning of a single lot	$200.00
Specific use permit	$200.00
Multiple zoning request Per initial application Per each zone request	 $200.00 + $25.00
Variance request	$200.00

Subdivisions (Fee Ordinance #2010-38)

General Development Plan review	$500.00
Admin plat	$300.00
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 #2010-38)

Budget	$20.00
Audit	$15.00
Charter	$15.00
Parks Master Plan	$50.00 (hard copy); $10.00 (CD version)
Code of Ordinances	$100.00

Design Manual	$50.00 (hard copy); $10.00 (CD version)
Design Standards	$50.00 (hard copy); $10.00 (CD version)
Historic Guidelines	$50.00 (hard copy); $10.00 (CD version)
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

Public Information Requests (Fee Ordinance #2011-15)

Fire/Ambulance Reports	$5.00 per report
Accident/Police Reports	$5.00 per report (in person/by mail) $9.00 per report (on line/automated)

Other requests (in accordance with current guidelines adopted by the Attorney General's Office)

Standard paper copy (up to 8½x14)

Black & white copies	$ .10 per page
Color copies	$ .25 per page

(each side that has recorded information is considered a page)

Nonstandard copy

Oversized paper (11x17, greenbar, bluebar)	$ .50 per page
Color copies, oversized paper	$ .75 per page
CD ROM	$1.00 each
Magnetic tape	actual cost
Data cartridge	actual cost
Tape cartridge	actual cost
VHS video cassette	$1.00 each
Digital video disc (DVD)	$3.00 each
Audio cassette	$1.00 each
Specialty paper (mylar, blueprint, blue line, map, photographic)	Actual cost
Other electronic media	Actual cost
Microfiche/microfilm	
Paper copy	$ .10 per page
Fiche or film copy	actual cost

Personnel charge	
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)
Computer resource charge	
Mainframe	$10.00/minute
Midsize	$1.50/minute
Client/server	$2.20/hour
PC or LAN	$1.00/hour
Miscellaneous supplies (labels, boxes, etc.)	actual cost
Remote document retrieval	actual cost
Postage/shipping	actual cost
Credit card transaction fee (if applicable)	actual cost
Fax	
Local	$.10/page
Long distance, same area code	$.15/page
Long distance, different area code	$.20/page

Court fees (amounts retained by City) (Fee Ordinance #2010-38)

Teen court fee	$50.00
Community service fee (adult/juvenile)	$50.00

Nuisance Abatement (Fee Ordinance #2007-40)

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

Credit Card Payments (Fee Ordinance #2004-40)

Credit Card Payments	4%
Internet Payments	4%
Refused Credit Card	$30.00

Returned Check Fee	$30.00

Other (Fee Ordinance #2011-15)

Fingerprinting	$5.00 per card
Vehicle Title Inspections (68A)	$40.00 per vehicle
Vehicle Impound Fee	$10.00/day
*Off-Duty Police and Reserve Officers	$25.00 per hour minimum
*Off-Duty Fire Fighters and Volunteers	$25.00 per hour minimum
*Ambulance Standby	$25.00/hour + actual personnel costs
*Patrol Unit Escorts:	
Educational institutions domiciled in Belton	Per mile at prevailing City mileage rate
Other institutions and entities	$25.00/hour + actual personnel costs

*Employment and use of all off-duty public safety employees and vehicles shall be pursuant to the "Special Public Safety Services Policy" approved by the City Council.

BUDGET GLOSSARY

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 1st 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:

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
BEDC: Belton Economic Development Corporation
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
GIS: Geographic Information System
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