

Balcones Heights Annual Budget

Fiscal Year 2012-2013

CITY OF BALCONES HEIGHTS

Authored by: Amy Buckert (City Administrator) and Yvonne Griffin (Finance Director)

Presented by Mayor, City Council and Staff

CITY OF BALCONES HEIGHTS, TEXAS

OPERATING BUDGET

FISCAL YEAR 2012-2013

OCTOBER 1, 2012 THROUGH SEPTEMBER 30, 2013

This budget will raise more total property taxes than last year's budget by 43,742.12 or 4.02% and of that amount \$15,007.46 is tax revenue to be raised from new property added to the tax roll this year.

Mayor and City Council Members



**Mayor
Suzanne de Leon**



**Mayor Pro Tem
Place 4
Lamar Gillian**



Place 1 Place 2 Place 3 Place 5
Miguel Valverde Madeline A. Slay Bill Johnson Charles White

MISSION STATEMENT

The City of Balcones Heights is committed to improve the quality of life of its citizens, employees, businesses, and visitors by providing a wholesome and friendly environment, excellent law enforcement and fire protection, safe and enjoyable parks, and community events and activities.

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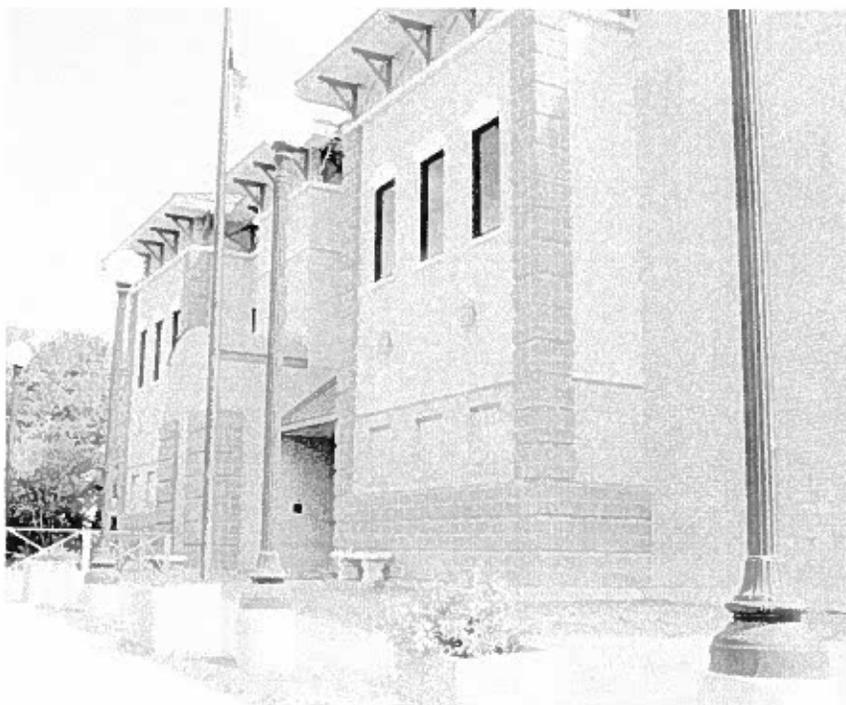
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Introduction

An introduction to the Annual Budget presented in a series of documents designed to give the reader relevant information regarding the City's Budget:

- City Administrator Budget Letter
- City Ordinance adopting Budget
- City Ordinance adopting Tax Rate
- City Priorities and Goals



City Administrator Budget Letter

September 11, 2012

TO: The Honorable Mayor and City Council
FROM: Amy Buckert, City Administrator
RE: FY 12-13 Proposed Budget

Enclosed is the adopted FY 12-13 budget approved at the September 10, 2012 Council meeting. This is a balanced budget based on certified taxable values of \$208,705,188 with a Maintenance and Operation rate of \$0.537734 and an Interest and Sinking rate of \$0.034465 for a total 2012 Tax Rate of \$0.572199; the same tax rate as last year. Ad valorem revenues in the General Fund are based on a 98% collection rate, which is our current collection rate.

The General Fund budget includes a cost of living increase for all employees of 1.014%. The budget also includes an additional, more affordable option for health insurance premiums for the employees. The Council continues to support the step pay program established in FY 2008. Three positions in the budget have been frozen (not eliminated) for the foreseeable future, pending mid-year evaluation of revenue collection.

The Capital Fund continues to support equipment purchases as well as a source of emergency funds or funds to be programmed for capital improvements. Expenditures budgeted for this fund in FY 13 total \$86,540. This amount includes a \$75,000 transfer to the General Fund for a contractual agreement with a firm (to be selected Fall 2012) who will provide an economic development function for the City. These revenues came from a Community Infrastructure and Economic Development Fund established by City Public Service (CPS). CPS abolished this fund in the summer of 2012 and distributed the remainder of each City's balance back to them. The Council chose to place the funds in the Capital Fund since they are not a recurring source of revenue. They also chose to remain consistent with the intent set forth by CPS by devoting a portion of the funds to Economic Development, and plan to do so for at least one more year.

The Forfeiture Funds (Federal, State) are established according to State law by the Controlled Substances Act. The funds are legally restricted to expenditures for the operation of the police department.

The Street Maintenance Fund was established by City Council in 1989 to fund street repairs and construction. \$75,000 is set aside each year from the ad valorem tax revenues for the repair and maintenance of City streets. This fund also serves to fund one of the City's maintenance employees.

The Traffic Safety Fund was established to track revenues and expenditures associated with the traffic enforcement cameras. This program pays for traffic enforcement officers and their equipment, traffic light repairs and street lights. Revenues are tied to violations, and the program has been highly effective in reducing the number of red light violations.

Crime Control is a fund established by State statute to account for revenues and expenditures of a Special Purpose Tax District created by the residents through referendum election for the purposes of crime control and prevention. Revenues are collected from an additional one-half cent sales and use tax and expenses are reviewed and approved by the District's Board of Directors.

The Hotel Motel Fund was established per State law to account for the receipt and expenditure of the City's 7% local hotel/motel tax. These funds are spent on efforts to increase the number of visitors and amount of tourism entering the City. Traditionally the Visitor Initiatives Department was funded out of this fund. Because of recent changes in the use of staff and resources of this department, the name was changed to Community Initiatives, and a portion of their costs were transferred to the General Fund.

The Child Safety Fund was established to account for the receipt and expenditure of the City's pro-rata share of an optional court fee levied by Bexar County pursuant to Section 502-173 of the Transportation Code. Funds may only be used on items that enhance child safety, such as crosswalks near schools and playgrounds, educational materials or other safety-related items.

The Impound and Auction Funds are used to purchase police items, to include equipment and vehicles and pay for salary and benefits for police officers and dispatchers, or other items pertaining to the running of the facility. Auction funds are received through the auction of unclaimed vehicles.

The Court Technology and Court Security Funds are restricted funds obtained by an optional court fee. These monies may only be used to offset the cost of technology and security for the Municipal Court.

Equipment Replacement is a fund used to replace equipment, such as computers, that are below the capitalization cost. They are programmed with an annual plan.

CDBG Fund (Community Development Block Grant) is established pursuant to federal grant guidelines. Funds are distributed through Bexar County for pre-approved community development projects. The current project underway is for Beryl Drive.

Debt payments for the Certificates of Obligation issued on the Justice Center in 1999 and the fire truck in 2006, due March 1 and September 1, totaling \$331,993. The debt on the fire truck was refinanced last year, resulting in less overall payments and shortening the note by five years. The Interest and Sinking Fund rate of \$0.034465 will generate the funds needed to make these payments.

The Sewer Fund is an enterprise fund used to pay for collection and disposal of wastewater. The costs of service are recovered by user fees and charges.

After the close of each fiscal year (September 30), an independent third-party auditor comes in and audits the budget document and financial transactions of the City. This report and the findings contained within are reviewed by the City Council at either their December or January Council meeting.

Amy Buckert
City Administrator

ORDINANCE NO. 2012 -09

AN ORDINANCE ADOPTING THE BUDGET DATED SEPTEMBER 10, 2012, FOR THE CITY OF BALCONES HEIGHTS, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013; AND PROVIDING FOR INTRA- AND INTER-DEPARTMENTAL AND FUND TRANSFERS; AND DECLARING AN EFFECTIVE DATE



WHEREAS, the Budget dated September 10, 2012, has this date, come before the City Council of the City of Balcones Heights, Texas, for final review and consideration; and

WHEREAS, the City Council has conducted a public hearing, after proper notice, and has fulfilled all budget procedures in accordance with the laws of the State of Texas, including Texas Revised Civil Statutes Annotated, Article 29(e) and Article 689a-15, and has complied with all applicable requirements of Federal Laws and Regulations; and

WHEREAS, said Budget dated September 10, 2012, is in good form and is in the best interest of the citizens of the City of Balcones Heights, Texas; and

WHEREAS, it is necessary, at this time, that said Budget be adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BALCONES HEIGHTS, BEXAR COUNTY, TEXAS, that:

1. The Budget dated September 10, 2012, attached hereto and made a part hereof, is hereby approved and adopted by the City Council of the City of Balcones Heights, Texas, to be effective for the City for the 2012/2013 fiscal year beginning October 1, 2012, and ending September 30, 2013; and
2. The Mayor, City Administrator and/or Finance Director are hereby authorized to make intra- and inter- departmental and fund transfers during the fiscal year as becomes necessary in order to avoid over expenditure of a particular account or fund; and
3. This Ordinance shall take effect and shall be in full force and effect from and after October 1, 2012.

PASSED, APPROVED AND ADOPTED this the 10th day of September, 2012.

A handwritten signature in cursive script, reading "Suzanne de Leon".

Suzanne de Leon
M a y o r

ATTEST:

A handwritten signature in cursive script, reading "Delia Flores".

Delia Flores, TRMC
City Secretary

ORDINANCE NO. 2012-10

AN ORDINANCE OF THE CITY OF BALCONES HEIGHTS,
TEXAS, APPROVING AND ADOPTING A ONE HUNDRED
PERCENT (100%) ASSESSMENT RATIO AND A TOTAL AD
VALOREM TAX RATE OF \$0.572199 FOR THE 2012 TAX YEAR



WHEREAS, *Section 4 of Article 1042b of Vernon's Civil Statutes for Texas* requires the Tax Assessor to assess property for the City of Balcones Heights, Texas, at the same value as it is assessed for County and State purposes; and

WHEREAS, Chapter 26 of the *State Property Tax Code* requires the Tax Assessor to calculate the effective and roll-back tax rates for the 2012 Tax Year, which rates and total tax revenues from properties on the tax roll in 2012 may not be exceeded by the governing body of the City without first holding public hearings as required by the *State Property Tax Code* pursuant to the "Truth-In-Taxation" statutes; and

WHEREAS, said calculations have been made by the Tax Assessor for the 2012 Tax Year and the calculated tax rate for Maintenance and Operation (M&O) is \$0.538437 per one hundred dollar evaluation; and the calculated tax rate for Interest and Sinking Fund (I&S) is \$0.034465 per one hundred dollar valuation; and the calculated EFFECTIVE TAX RATE is \$0.542271 per one hundred dollar evaluation and the calculated ROLL-BACK RATE is \$0.620117 per one hundred dollar evaluation; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BALCONES HEIGHTS, BEXAR COUNTY, TEXAS, that:

1. A one hundred percent (100%) assessment ratio is hereby adopted for the 2012 Tax Year; and
2. An ad-valorem tax rate of \$0.537734 per one hundred dollar evaluation for **Maintenance and Operation (M&O)** is hereby adopted for the 2012 Tax Year; and
3. An ad-valorem tax rate of \$0.034465 per one hundred dollar evaluation for **Interest and Sinking (I&S)** is hereby adopted for the 2012 Tax Year.

PASSED, APPROVED AND ADOPTED in Balcones Heights, Texas this the 10th day of September, 2012.

Suzanne de Leon
M a y o r

ATTEST:

Delia Flores, TRMC
City Secretary

City Priorities

The following items were discussed and prioritized by the Mayor, Council and City Staff during a strategic planning committee meeting:

- Establish Economic Development Function
- Develop and Redevelop Commercial property in Crossroads District
- Gateway Park to anchor trails and initiate linkages to east

Fund Structure

- ❖ Governmental Funds
 - General Fund (10)

 - Special Revenue Funds
 - Federal Forfeiture (12)
 - State Forfeiture (13)
 - Streets (14)
 - Traffic Safety (15)
 - Hotel/Motel (20)
 - Child Safety Fund (21)
 - Impound Fund (22)
 - Auction Fund (23)
 - Equipment Replacement Account (25)
 - CDBG Fund (27)

 - Capital Fund (11)

 - Crime Control (18)

 - Economic Development (30) – New Fund

 - Debt Service Fund (36)

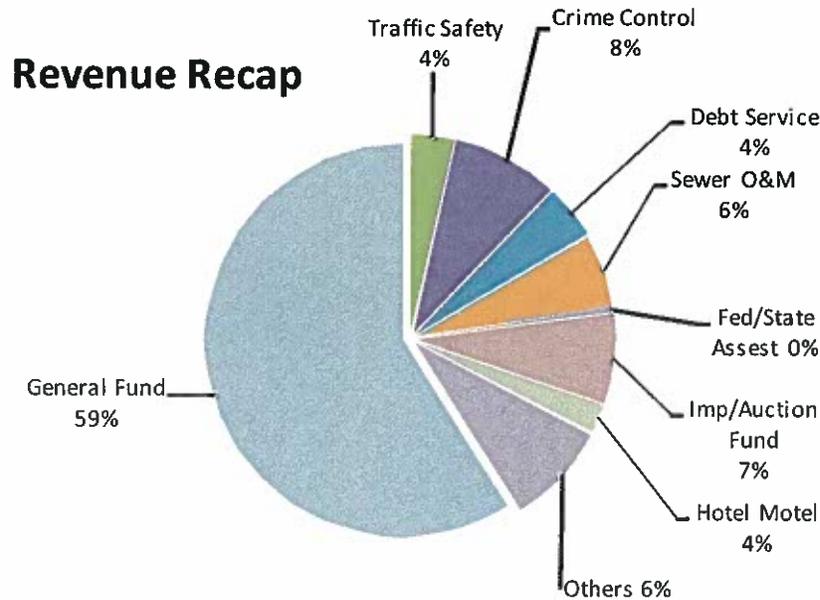
- ❖ Proprietary Fund
 - Sewer Fund (56)

Budget Recap

Fund	Revenues	Expenses	Difference	Transfer In - Fund Balance	Transfer Out - Fund Balance	Total Revenues
General Fund	4,482,834	4,482,834	-	-	-	4,482,834
Capital Fund	441,000	86,540	354,460	-	354,460	441,000
Federal Asset Forfeiture	10,000	2,900	7,100	-	7,100	10,000
State Asset Forfeiture	10,000	10,000	-	-	-	10,000
Court Tech/Security	23,120	26,658	(3,538)	3,538	-	26,658
Street Fund	75,150	88,129	(12,979)	12,979	-	88,129
Traffic Safety Fund	269,386	242,712	26,674	-	26,674	269,386
Crime Control	656,150	656,687	(537)	537	-	656,150
Community Initiatives	180,500	200,335	(19,835)	19,835	-	200,335
Child Safety Fund	2,810	1,500	1,310	-	1,310	2,810
Equipment Replacement	11,440	11,440	-	-	-	11,440
Impound Fund	416,015	416,015	-	-	-	416,015
Auction Fund	140,100	119,850	20,250	-	20,250	140,100
CDBG Fund	76,000	76,000	-	-	-	76,000
Economic Development	100,000	100,000	-	-	-	100,000
Debt Service	330,937	335,493	(4,556)	4,556	-	335,493
Sewer Fund	462,010	462,010	-	-	-	462,010
Total Budget	\$ 7,687,451.30	\$ 7,319,102.26	\$ 368,348.94	\$ 41,445.00	\$409,794.00	\$ 7,728,359.37

Revenue Recap – All Funds

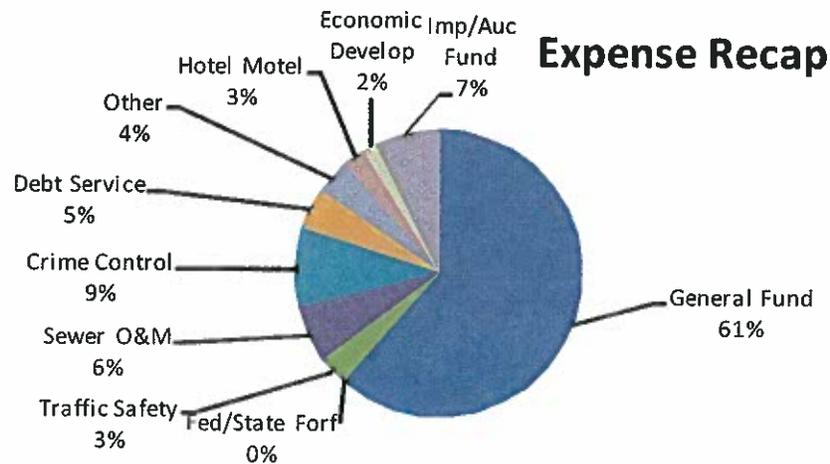
Department	Revenue	% of Total
General Fund	4,482,834	58.31%
Court Technology/Security	23,120	0.30%
Capital	441,000	5.74%
Federal Asset Forfeiture	10,000	0.13%
State Asset Forfeiture	10,000	0.13%
Street	75,150	0.98%
Traffic Safety	269,386	3.50%
Crime Control	656,150	8.54%
Community Initiatives Fund	180,500	2.35%
Child Safety Fund	2,810	0.04%
Equipment Replacement Fund	11,440	0.15%
Impound Facility	416,015	5.41%
CDBG Funds	76,000	0.99%
Vehicle Auction Fund	140,100	1.82%
Debt Service	330,937	4.30%
Economic Development Fund	100,000	1.30%
Sewer O&M Funds	462,010	6.01%
ALL FUNDS TOTAL	7,687,451	100.00%



Others include Court Technology, Court Security, Capital Fund, Child Safety, Street, Equipment Replacement and CDBG.

Expenditure All Funds Recap

Department	Expense
General Fund	4,482,834
Court Technology/Security	26,658
Capital	86,540
Federal Asset Forfeiture	2,900
State Asset Forfeiture	10,000
Street	88,129
Traffic Safety	242,712
Crime Control	656,687
Community Initiatives Fund	200,335
Child Safety Fund	1,500
Impound Facility	416,015
CDBG Funds	76,000
Equipment Replacement Plan	11,440
Vehicle Auction Fund	119,850
Economic Development	100,000
Debt Service	335,493
Sewer O&M Funds	462,010
ALL FUNDS TOTAL	7,319,102



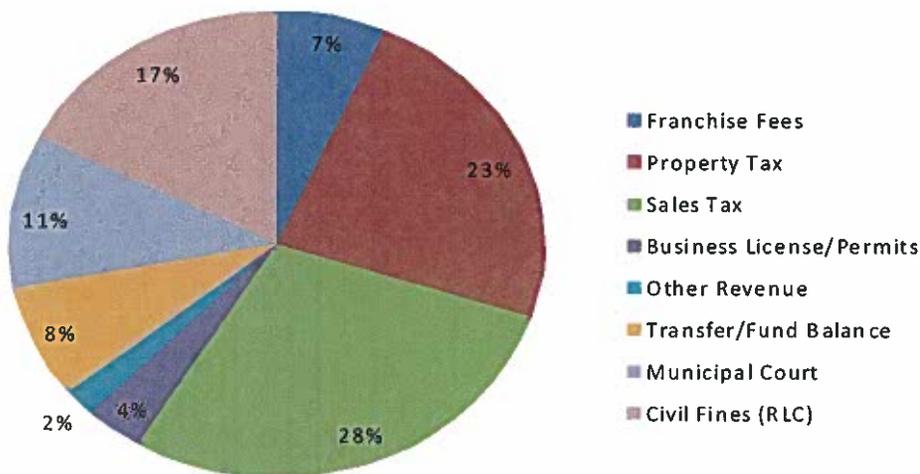
Others include Court Technology, Court Security, Capital Fund, Child Safety, Street, Equipment Replacement and CDBG.

Major Sources of Revenue

General Fund Major Sources of Revenue

The chart demonstrates that the major sources of revenue for the General Fund are Sales and Property Taxes:

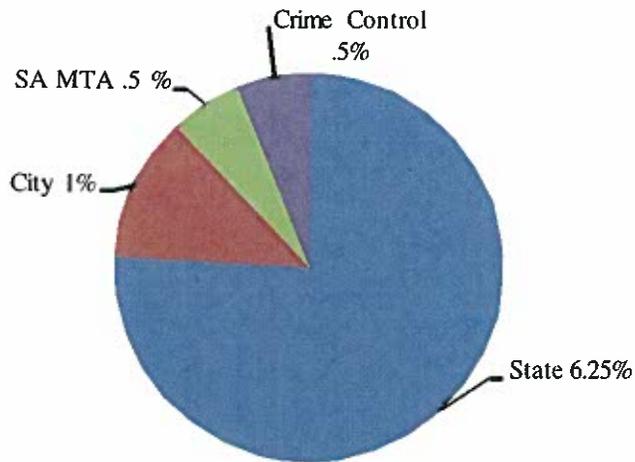
Type	Amount
Franchise Fees	295,800
Property Tax	1,050,407
Sales Tax	1,280,000
Business License/Permit	162,150
Other Revenue	86,400
Transfer/Fund Balance	346,000
Municipal Court	479,000
Civil Fines (RLC)	783,077
	<u>4,482,834</u>



Sales Tax Break Down and History

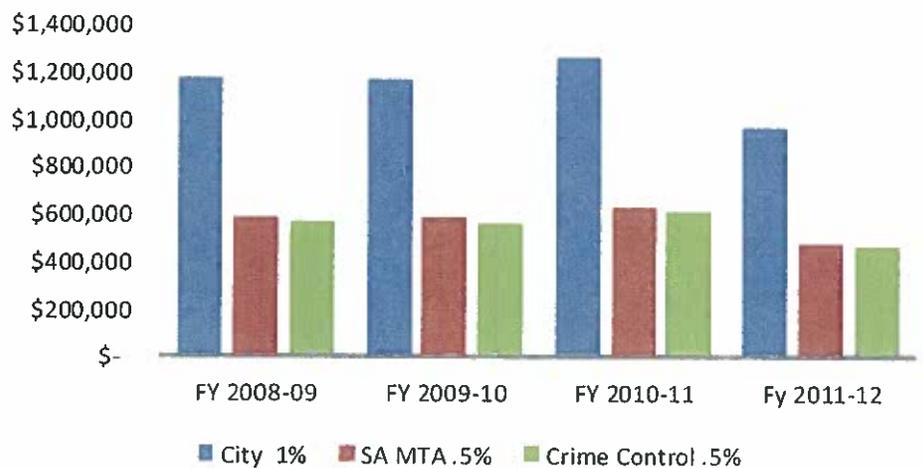
All city sales taxes, including the sales tax for general revenue, are collected by the State Comptroller along with the state sales tax. The Comptroller then remits the city its portion of the taxes. The comptroller keeps 2% as an administrative cost. The following chart shows the breakdown of the 8.25% sales tax that is paid by the consumer:

Sales Tax Breakdown



The following graph shows how much revenue the city received in prior fiscal years. Sales tax runs two months behind, so taxes received in October reflect August sales:

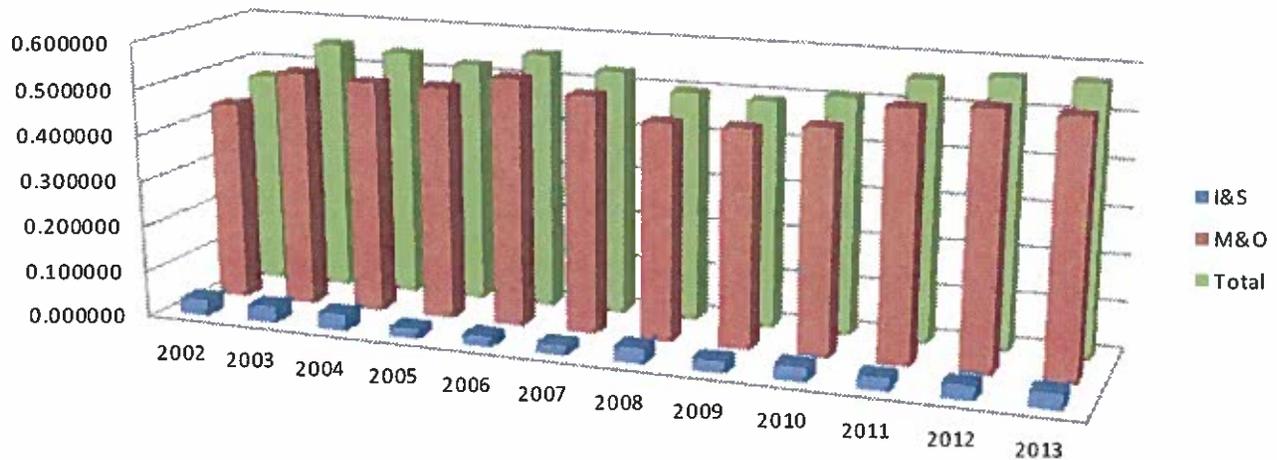
City Sales Tax Breakdown



Property Tax Break Down and History

Fiscal Year	I&S	M&O	Total
2002	0.035159	0.434250	0.469409
2003	0.036648	0.515214	0.551862
2004	0.036509	0.505909	0.542418
2005	0.021121	0.505909	0.527030
2006	0.022878	0.535622	0.558500
2007	0.021627	0.510777	0.532404
2008	0.033286	0.465070	0.498356
2009	0.024851	0.465878	0.490729
2010	0.030971	0.479510	0.510481
2011	0.027917	0.530926	0.558843
2012	0.030613	0.541586	0.572199
2013	0.034465	0.537734	0.572199

Property Tax History



Average Home Value and Tax Amount

Year	Home Value	Tax Paid
2011	\$81,440	\$466.00
2012	\$78,008	\$446.36
	Decrease of	\$ 19.64

Major Sources of Expenses - By Fund Type

General Fund Major Expenses by Department and Type:

	<u>Personnel</u>	<u>Operating</u>	<u>Capital</u>	<u>Total</u>
City Council	-	72,050		
Administration	328,093	115,900	-	443,993
Municipal Court	140,689	95,600	-	236,289
Police Department	893,717	123,600	-	1,017,317
ATS Administration	105,377	677,700	-	783,077
Dispatch	257,480	4,600	-	262,080
Fire Department	1,171,149	132,570	-	1,303,719
Developments Services	56,444	28,850	-	85,294
Public Works	42,610	11,200	-	53,810
Community Initiatives	53,265	28,910	-	82,175
Others		237,917	-	237,917
	<u>3,048,826</u>	<u>1,456,847</u>	-	<u>4,505,673</u>

10- General Fund - Revenues

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
TAXES						
10-310-110	AD VALOREM TAX	1,044,407	1,005,149	839,870	853,235	39,258
10-318-300	SALES TAX	1,250,000	1,150,000	592,750	1,131,760	100,000
10-318-410	GAS & ELECTRIC FRANCHISE TAX	165,000	165,000	84,512	162,953	-
10-318-430	TELEPHONE FRANCHISE TAX	24,000	22,000	17,946	26,286	2,000
10-318-440	WATER FRANCHISE TAX	5,800	5,850	5,845	4,992	(50)
10-318-460	CABLE TV FRANCHISE TAX	35,000	32,000	25,794	32,294	3,000
10-318-470	BILLBOARD TAX/FEES	21,000	21,000	21,000	14,000	-
10-318-480	GARBAGE FRANCHISE TAX	45,000	45,000	24,950	44,999	-
10-319-110	PENALTY & INTEREST-AD VALOREM	6,000	6,000	3,667	7,446	-
	TOTAL TAXES	2,596,207	2,451,999	1,616,334	2,277,964	144,208
BUSINESS LICENSES						
10-320-200	FOOD ESTABLISHMENT LICENSE	12,000	12,000	9,175	12,400	-
10-320-300	COIN OPERATED MACHINE	3,400	3,200	3,330	3,840	200
	TOTAL BUSINESS LICENSES	15,400	15,200	12,505	16,240	200
NON-BUSINESS LIC. & PERMITS						
10-321-100	OCCUPANCY PERMIT	2,500	2,500	2,625	1,425	-
10-321-110	BUILDING PERMIT	80,000	80,000	31,237	97,078	-
10-321-120	ELECTRICAL PERMIT	15,000	15,000	10,502	12,523	-
10-321-130	PLUMBING PERMIT	18,000	18,000	6,080	27,128	-
10-321-140	A/C & HEATING PERMIT	17,000	17,000	12,713	6,200	-
10-321-150	LANDSCAPING PERMIT	100	100	121	-	-
10-321-160	YARD SALE PERMIT	300	300	120	316	-
10-321-170	PEDDLERS PERMIT	50	50	30	20	-
10-321-300	ANIMAL LICENSE	100	100	22	50	-
10-321-350	CONTRACTOR'S LICENSE	2,000	2,000	1,800	1,650	-
10-321-360	BUSINESS REGISTRATION FEE	5,000	6,000	4,882	8,175	(1,000)
10-321-400	ALARM PERMITS	1,500	1,500	915	1,525	-
10-321-500	SWIMMING POOL PERMIT	900	1,000	525	845	(100)
	TOTAL NON-BUS. LIC. & PERMITS	142,450	143,550	71,571	156,935	(1,100)

INTERGOVERNMENTAL REVENUES						
10-334-100	STATE MIXED DRINK TAX	30,000	25,000	14,380	34,467	5,000
10-334-200	STATE COURT COSTS	14,000	14,000	6,552	15,305	-
10-334-300	STATE LEOSE TRAINING FUNDS/PD	-	-	-	1,947	-
	TOTAL INTERGOVERNMENTAL REVENUE	44,000	39,000	20,932	51,720	5,000
CHARGES FOR SERVICES						
10-340-100	COURT FEES & CHARGES	70,000	70,000	39,938	70,322	-
10-340-300	ZONING & SUBDIVISION FEES	800	1,200	450	1,250	(400)
10-340-400	PLAN CHECKING FEES	3,500	3,500	2,805	-	-
10-340-500	SALE OF PUBLICATIONS	-	10	-	-	(10)
10-340-600	RETURN CHECK FEE	300	300	411	250	-
10-342-100	SPECIAL POLICE SERVICES	3,000	3,000	1,211	3,103	-
10-342-200	FIRE DEPT SERVICES	1,000	1,700	1,628	890	(700)
10-344-500	WEED CLEANING & REMOVAL	-	-	-	-	-
10-345-100	COMMUNITY CENTER USE FEES	6,000	6,000	3,695	6,852	-
10-349-000	OTHER CHARGES	2,000	2,000	-	-	-
	TOTAL CHARGED FOR SERVICES	86,600	87,710	50,139	82,667	(1,110)

FINES AND FORFEITURES						
10-350-100	COURT FINES	360,000	370,000	208,655	346,228	(10,000)
10-350-150	WARRANT FEES	35,000	35,000	22,865	17,569	-
10-351-100	CIVIL FINES-(TRAFFIC LIGHTS)	783,077	829,117	449,937	802,502	(48,539)
10-352-100	COURT FORFEITURES	-	500	-	-	(500)
	TOTAL FINES AND FORFEITURES	1,178,077	1,234,617	681,457	1,166,299	(59,039)
MISCELLANEOUS REVENUES						
10-360-000	INTEREST EARNINGS	600	600	475	900	-
10-364-000	SALE/COMPENSATION FIXED ASSETS	500	500	9,400	85	-
10-370-000	OTHER REVENUES	18,000	17,500	3,822	21,990	500
10-370-022	TRANSFER IN - IMPOUND FUND for PD	240,000	334,825	100,000	-	(94,825)
10-370-023	TRANSFER IN - AUCTION FUND for PD	100,000	119,030	-	60,000	(19,030)
10-371-200	OTHER SOURCE - NORRIS CENTER	55,000	50,000	52,222	50,511	5,000
	TOTAL MISCELLANEOUS REVENUES	414,100	522,455	165,918	133,486	(108,355)
	Fund Balance - LEOSE	6,000	3,000	-	-	-
	** TOTAL GENERAL FUND **	\$ 4,482,834	\$ 4,497,531	\$ 2,618,856	\$ 3,885,311	\$ (14,697)

10- General Fund - City Council

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-405-240	WORKERS COMPENSATION	150	150	71	162	-
10-405-312	MEETING/COUNCIL EXPENSE	800	800	235	-	-
10-405-325	GENERAL OPERATING SUPPLIES	300	200	106	-	100
10-405-418	LEGAL SERVICES	60,000	60,000	44,195	36,673	-
10-405-452	NEWSLETTER EXPENSE	6,000	6,000	4,750	6,519	-
10-405-455	INTERNET WEB SITE EXPENSE	1,800	1,800	1,380	1,340	-
10-405-490	TRAINING/SCHOOL EXPENSES	500	500	440	-	-
10-405-492	TRAVEL EXPENSE	900	900	355	1,105	-
10-405-494	ORGANIZATIONAL MEMBERSHIP DUE	1,300	1,300	1,253	1,253	-
10-405-498	OTHER EXPENSE	300	300	294	1,786	-
	TOTAL MAYOR/COUNCIL	72,050	71,950	53,079	48,839	100

There are no employees in this department.

10- General Fund - Administration**Mission Statement**

To assist the City Council in meeting the needs of the City of Balcones Heights with continued support.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-410-150	ADMINISTRATION SALARY	248,902	246,335	154,272	229,893	2,567
10-410-205	ADMINISTRATION S/S EXPENSE	19,041	20,000	13,497	15,178	(959)
10-410-210	GROUP MEDICAL INSURANCE	19,012	18,094	13,513	14,573	918
10-410-230	TMRS RETIREMENT	40,144	31,500	20,623	33,037	8,644
10-410-240	WORKERS COMPENSATION	994	832	394	775	162
10-410-310	GENERAL OFFICE SUPPLIES	4,000	4,600	1,639	3,580	(600)
10-410-312	SPONSOR/MEETING EXPENSE	200	200	-	0	-
10-410-315	DATA PROCESSING SUPPLIES	1,000	1,000	-	307	-
NEW	ECONOMIC DEVELOPMENT	0				
10-410-325	GENERAL OPERATING SUPPLIES	4,900	4,900	4,765	9,208	-
10-410-330	AUTOMOTIVE SUPPLIES	100	100	-	-	-
10-410-335	MOTOR VEHICLE FUELS & LUB	400	400	55	-	-
10-410-390	MISCELLANEOUS SUPPLIES	100	100	14	-	-
10-410-408	DATA PROCESSING SERVICES	30,000	30,000	19,141	32,084	-
10-410-422	EQUIP CONTRACT/MAIN SERVICES	2,000	2,000	1,161	1,413	-
10-410-424	OTHER PROFESSIONAL SERVICES	32,000	12,500	7,451	6,373	19,500
10-410-442	REPAIR/MAINTENANCE EXPENSE	1,500	1,200	1,001	599	300
10-410-444	AUDIT SERVICES	16,500	16,500	16,500	13,600	-
10-410-450	U.S. POSTAGE EXPENSE	4,000	3,500	2,572	3,821	500
10-410-482	LEGAL NOTICES/NEWSPAPER ADS	4,000	4,000	378	1,222	-
10-410-484	ELECTION EXPENSES	2,000	2,000	893	1,136	-
10-410-488	PRINTING EXPENSES	3,500	3,000	2,738	3,448	500
10-410-490	TRAINING/SCHOOL EXPENSES	3,000	2,900	3,211	1,821	100
10-410-492	TRAVEL EXPENSE	4,300	4,300	3,970	3,723	-
10-410-494	ORGANIZATIONAL MEMBERSHIP DUE	1,400	1,400	1,386	1,938	-
10-410-498	OTHER EXPENSE	1,000	1,000	1,323	867	-
10-410-580	CAPITAL OUTLAY-EQUIPMENT		-	-	-	-
	TOTAL ADMINISTRATION	443,993	412,361	270,498	378,595	31,632

Administration areas include City Administration, City Secretary and Finance department. The major administration expenses are annual computer maintenance agreement, printing/copier, postage and audit services.

FY 2011-2012

- Accomplishments:
 - City Secretary received recertification
 - Records management training given to all departments
 - Improved public information forms
 - Revised/Added finance page to the website for transparency
 - Received Texas Comptroller Transparency Gold Award for the first time
 - Received GFOA Certificate of Achievement for Financial Reporting
 - Streamlined credit card program for convenient customer service
 - Sales tax revenue increased over seven percent for FY12

FY 2012-2013

- Goals:
 - Migrate to a paperless environment
 - Develop standard operating procedures for City Secretary Office
 - Increase efficiency with timelines and calendars
 - Continue City Secretary training for 2nd recertification to be completed by December 31, 2016
 - Maintain Texas Comptroller Transparency Gold Award
 - Receive GFOA Certificate of Achievement for Financial Reporting
 - Continue to improve budget document for easier review by public
 - Complete Certified Public Manager Program and continue GFOA training
 - Increase sales tax revenue by five percent

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
City Administrator	54	1	1	1	1
Finance Director	41	1	1	1	1
City Secretary	31	1	1	1	1
Finance Clerk	21	1	1	1	1
Total		4	4	4	4

Performance Measure	FY 2011-2012 Actual	FY 2012-2013 Target
% of council Member inquiries addressed within 8 hours		
Maintain Certificate of Achievement for Financial Reporting - GFOA	Yes	Yes
Maintain Comptroller Leadership Circle (Transparency Award)	Yes	Yes
Process checks within seven days of receipt	95%	99%
% of Customer Service/Open Records requests completed with 10 business days		
% of Council Ordinances and Resolutions prepared for signature within 3 days after passage.		

10- General Fund - Municipal Court**Mission Statement**

To provide prompt courteous service in an efficient professional manner; promote justice; and to fairly and impartially safeguard the rights of all who come before court.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-420-150	MUNICIPAL COURT SALARY	97,029	130,814	82,004	109,784	(33,785)
10-420-160	MUNICIPAL COURT OVER TIME PAY	2,000	2,000	872	1,634	-
10-420-205	MUNICIPAL COURT S/S EXPENSE	7,576	9,500	5,942	8,239	(1,924)
10-420-210	GROUP MEDICAL INSURANCE	17,550	24,125	15,723	13,336	(6,575)
10-420-230	TMRS RETIREMENT	15,969	20,000	12,855	16,550	(4,031)
10-420-240	WORKERS COMPENSATION	566	566	268	435	(0)
10-420-310	GENERAL OFFICE SUPPLIES	3,000	3,000	2,149	3,416	-
10-420-408	DATA PROCESSING SERVICES	350	100	1,085	364	250
10-420-418	LEGAL SERVICES - JUDICIAL	82,800	72,000	47,131	72,586	10,800
10-420-419	LEGAL SERVICES - APPEALS	3,000	3,000		858	-
10-420-424	OTHER PROFESSIONAL SERVICES	500	500	313	409	-
10-420-488	PRINTING EXPENSES	1,500	2,000	1,041	2,225	(500)
10-420-490	TRAINING/SCHOOL EXPENSES	1,250	1,250	1,077	1,665	-
10-420-492	TRAVEL EXPENSE	3,000	3,250	2,164	1,494	(250)
10-420-494	ORGANIZATIONAL MEMBERSHIP DUES	200	200	160	160	-
10-420-580	CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
	TOTAL MUNICIPAL COURT	236,289	272,305	172,785	233,154	(36,016)

FY 2011-2012

- Accomplishments:
 - Implemented a paperless court
 - Old cases have been brought up to date
 - Two Level One Certified Court Clerks are working on their Level Two Certifications
 - New Clerk will test Level One certification in January 2013

FY 2012-2013

- Goals:
 - Continue to find ways to improve Municipal Court efficiency
 - Develop Standard Operating Procedures Manual for Municipal Court
 - Training/Certifications – Deputy Court Clerks, Court Administrator, Judge and Prosecutor
 - Research the possibility of contracting with an individual prosecutor to reduce costs

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Court Administrator - Position Frozen	15	1	1	0	0
Deputy Court Clerk	11	3	3	2	2
Total		4	4	2	2

Performance Measure	FY2011-2012 Projected	FY 2012-2013 Target
Total Cases Pending	153,727.00	193,000.00
New Cases Filed	7,047.00	9,000.00
Cases Reactivated	495.00	620.00
Total Cases on Docket	75,844.00	95,000.00
Dispositions Prior to Court Appearance or Trial	6,553.00	8,200.00
Dispositions at Trial	33.00	41.00
Compliance Dismissals	2,041.00	2,600.00
All Other Dispositions	159.00	200.00
Total Cases Disposed	8,801.00	11,000.00
Cases Placed on Inactive Status	5,863.00	7,400.00
Total Cases Pending End of Year	148,643.00	185,800.00
Show Cause Hearing Held	1,267.00	1,600.00
Cases Appealed	49.00	62.00
Arrest Warrants Issued	8,386.00	105,000.00
Fines, Court Costs and Other Amounts Collected	595,031.55	745,000.00

10 - General Fund - Public Facilities

General items that are required to assist with the Justice Center. Also includes utilities for Public Works shed, Community Center and Parks.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-430-320	JANITORIAL/CHEMICAL SUPPLIES	2,000	2,400	1,876	1,766	(400)
10-430-325	GENERAL OPERATING SUPPLIES	-	100	75	214	(100)
10-430-442	REPAIR/MAINTENANCE EXPENSE	300	200	-	-	100
10-430-472	TELEPHONE EXPENSES	26,000	26,000	13,342	19,026	-
10-430-476	UTILITY EXPENSE-WATER & SEWER	3,800	4,000	2,169	3,031	(200)
10-430-478	UTILITY EXPENSE-GAS & ELECT	13,000	14,000	6,503	11,344	(1,000)
10-430-510	CAPITAL OUTLAY - LAND		-	-	-	-
10-430-530	CAPITAL OUTLAY - BUILDINGS		-	-	-	-
	TOTAL PUBLIC FACILITIES	45,100	46,700	23,964	35,381	(1,600)

10- General Fund - Non Departmental

This funds all city liability insurance, unemployment tax and debt service fees. The City of Balcones Heights is self-insured for unemployment tax. General Contingency is a fund that is used to balance the budget if there is an excess of revenues. It is normally used to fund projects that were not funded or items that come up during the fiscal year.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-490-402	AD VALOREM APPRAISAL SERVICE	6,350	6,350		5,199	-
10-490-403	AD VALOREM TAX REFUNDS	200	200	-		-
10-490-404	AD VALOREM TAX SERVICE	2,000	2,000	1,271	1,139	-
10-490-405	AD VALOREM TAX - ATTR FEES	1,800	1,800	794	1,731	-
10-490-460	INSURANCE - PHYSICAL PROPERTY	6,000	7,000	4,603	5,412	(1,000)
10-490-462	INSURANCE - GENERAL LIABILITY	41,000	49,000	19,147	39,533	(8,000)
10-490-464	INSURANCE - EMPLOYEE BONDS	1,500	1,000	694	1,023	500
10-490-466	INSURANCE - DEDUCTIBLE RESERVE	2,000	2,000	1,000	2,000	-
10-490-470	GENERAL CONTINGENCY	4,678	113,725	-	-	(109,047)
10-490-490	STATE UNEMPLOYMENT TAX	2,500	5,000	-	6,511	(2,500)
	TOTAL NON-DEPARTMENTAL	68,028	188,075	27,509	62,549	(120,047)

10 - General Fund - Police Department

Mission Statement

Committed to providing quality service by protecting the citizens, businesses, and visitors of Balcones Heights through highly trained and highly qualified police officers.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-510-150	POLICE DEPARTMENT SALARY	574,590	579,975	383,800	578,940	(5,385)
10-510-155	POLICE DEPARTMENT PART TIMERS	42,000	60,000	81,260	-	(18,000)
10-510-160	POLICE DEPARTMENT OVER TIME PA	15,000	15,000	7,225	-	-
10-510-205	POLICE DEPARTMENT S/S EXPENSE	50,208	55,933	36,872	41,531	(5,725)
10-510-210	GROUP MEDICAL INSURANCE	64,349	69,362	44,148	50,508	(5,013)
10-510-230	TMRs RETIREMENT	102,773	112,000	62,707	92,571	(9,227)
10-510-240	WORKERS COMPENSATION	29,797	32,218	15,263	18,442	(2,421)
10-510-280	CLOTHING REIMBURSEMENT	15,000	10,000	11,744	9,787	5,000
10-510-290	EMPLOYEE/SAFETY EQUIPMENT	3,800	3,800	3,872	4,552	-
10-510-325	GENERAL OPERATING SUPPLIES	4,500	4,300	2,956	4,555	200
10-510-335	MOTOR VEHICLE FUEL & LUBRICANT	60,000	60,000	30,666	-	-
10-510-340	PHOTOGRAPHIC SUPPLIES	500	450	421	0	50
10-510-345	MINOR TOOLS AND EQUIPMENT	600	550	493	496	50
10-510-350	AMMUNITION & EXPLOSIVES	1,500	1,500	272	1,467	-
10-510-390	MISCELLANEOUS SUPPLIES	1,400	1,400	450	1,471	-
10-510-408	DATA PROCESSING SERVICES	9,000	8,500	8,832	8,998	500
10-510-422	EQUIP CONTRACT/MAIN SERVICES	100	100	48	-	-
10-510-430	RADIO/COMMUNICATIONS LICENSE F	2,000	-	-	-	-
10-510-432	CORRECTION/DETENTION SERVICES	1,800	1,800	500	1,924	-
10-510-438	LABORATORY SERVICES	1,500	1,500	2,109	1,030	-
10-510-440	MEDICAL SERVICES	1,000	1,000	782	1,255	-
10-510-442	REPAIR/MAINTENANCE EXPENSE	22,500	21,800	8,608	-	700
10-510-444	TCLEOSE PROCESSING	400	370	70	-	30
10-510-488	PRINTING EXPENSE	1,000	1,200	804	1,042	(200)
10-510-490	TRAINING/SCHOOL EXPENSE	-	-	500	2,978	-
10-510-491	STATE LEOSE TRAINING EXPENSE	6,000	6,000	4,764	3,211	-
10-510-492	TRAVEL EXPENSE	5,000	5,000	2,115	6,813	-
10-510-498	OTHER EXPENSE	1,000	1,130	1,056	1,149	(130)
10-510-580	CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
	TOTAL POLICE DEPARTMENT	1,017,317	1,054,888	712,335	832,719	(39,571)

FY 2011-12

- Accomplishments:
 - Received AACOG grant to purchase P-25 compatible hand-held radios
 - Partnered with AACOG to provide quality training at the Balcones Heights' Justice Center allowing officers to learn at no cost to the city
 - Established a second K-9 unit for the city, thereby increasing the ability of our police officers to deter drug trafficking through our city
 - Created a pilot program for warrant collection to close out some of the city's outstanding municipal warrants
 - Increased the reserve program from 15 to 20 officers, thereby having more officers on the streets at no cost to the city

FY 2012- 2013

- Objectives:
 - Implement a searchable database and report writing system for more comprehensive use
 - Upgrade the radio system to be compliant with federally mandated P-25 and narrow banding requirements
 - Provide quality training for our police officers
 - Develop relationships with new and existing businesses in order to boost economic growth
 - Work with the Balcones Heights Police Officers Association to reach an agreeable contract
 - Continue supporting community related projects such as National Night Out, Halloween, and the Blue Marshal's Christmas Project
 - Develop a fleet maintenance/replacement schedule
 - Continue activities with regional cities to promote joint training programs, reducing overall costs

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Police Chief	43	1	1	1	1
Asst Police Chief - Position Frozen	30	1	1	1	1
Police Sgt - 1 Position Frozen	CBA	4	4	4	3
Patrolman	CBA	7	7	7	7
Patrolman Reserves	0	20	15	15	10
Total		33	28	28	22

Performance Measure	FY2011-2012 Projected	FY 2012-2013 Target
Number of Arrests	641	650
Number of Property Crimes	328	300
Number of Personal Crimes	82	75
Average Response Time	2 Minutes	2 Minutes
Average Police Officers on Patrol per Shift	3	3
Total Number of Service Calls	7714	8000

10- General Fund – Traffic Safety Administration

Mission Statement

Promoting public safety by deterring red light violators through a traffic safety camera program.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-515-150	ATS DEPARTMENT SALARY	69,049	94,419	65,041	72,133	(25,370)
10-515-160	ATS DEPARTMENT OVER TIME PAY	-	-	-	1,047	-
10-515-205	ATS DEPARTMENT S/S EXPENSE	11,700	7,315	4,370	5,582	4,385
10-515-210	GROUP MEDICAL INSURANCE	11,432	3,772	660	1,617	7,660
10-515-230	TMRS RETIREMENT	11,263	15,347	6,666	9,328	(4,084)
10-515-240	WORKERS COMPENSATION	1,933	3,063	1,451	2,404	(1,130)
10-515-280	CLOTHING REIMBURSEMENT	800	1,200	212	708	(400)
10-515-310	OFFICE SUPPLIES	1,400	1,400	674	1,235	-
10-515-408	DATA PROCESSING	1,500	1,600	-	2,434	(100)
10-515-418	LEGAL SERVICES	3,500	3,500	60	7,394	-
10-515-440	MEDICAL SERVICES	-	-	-	-	-
10-515-442	ATS MAINTENANCE	12,000	11,500	11,109	14,654	500
10-515-455	SCOFF LAW EXPENSE	2,000	2,000	1,000	2,500	-
10-515-458	TRAFFIC SAFETY COLLECTIONS	54,000	54,000	26,650	46,175	-
10-515-459	TRAFFIC SAFETY VENDOR EXP	600,000	630,000	345,720	618,720	(30,000)
10-515-492	TRAVEL EXPENSE	2,500	-	-	181	-
	TOTAL ATS ADMINISTRATION	783,077	829,116	463,612	786,112	(48,539)

This account funds the traffic safety program. This department reviews all videos received from American Traffic Solutions, shows violators their videos and collects payments. They are also responsible for ensuring that all cross walk areas are clearly marked near these intersections.

FY2011-2012

- Accomplishments:
 - Established the Scofflaw program to prevent violators from registering their vehicles until their uncollected fines are paid
 - Reduction in red light violations
 - Traffic safety camera enforcement gave officers more time to focus on other enforcement needs

FY2012-2013

- Objectives:
 - To maintain public safety through continued use of traffic safety camera enforcement
 - To reduce accidents and injury at intersections through by 20%
 - To educate the public about the effectiveness of the traffic safety program camera through public safety announcements and publications

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
ATS /Admin Assistant	CBA	1	1	1	1
ATS Admin Clerk	6	1	1	1	
Total		2	2	2	1

Performance Measure	FY2011-2012	FY 2012-2013
	Actual	Target
Number of Citations Issued	18,364	16,500
Number of Citations Paid	9,849	18,000
Number of Citations Paid Through Collections	957	1,000

*Note - Data collected from October 1, 2011 through August 29, 2012.

10 - General Fund - Communications

Mission Statement

Provide professional emergency services in an effective manner. Communications (Dispatch) is responsible for all 911 calls for police, fire and EMS. This office is staffed 24 hours a day, 7 days a week.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-520-150	COMMUNICATION SALARY	137,015	139,085	86,543	83,678	(2,070)
10-520-150	COMMUNICATION PART TIME SALAR	42,000	42,000	31,821	53,434	-
10-520-160	COMMUNICATION OVER TIME PAY	15,000	15,000	4,106	6,711	-
10-520-205	COMMUNICATIONS S/S EXPENSE	14,890	16,077	9,142	10,711	(1,187)
10-520-210	GROUP MEDICAL INSURANCE	23,303	22,000	9,421	10,812	1,303
10-520-230	TMRS RETIREMENT	24,499	24,000	14,020	14,343	499
10-520-240	WORKERS COMPENSATION	773	2,635	1,248	364	(1,862)
10-520-325	GENERAL OFFICE SUPPLIES	2,000	1,500	1,262	518	500
10-520-345	MINOR TOOLS AND EQUIPMENT	1,000	1,000	407	192	-
10-520-440	MEDICAL SERVICES	100	100	-	24	-
10-520-490	TRAINING/SCHOOL EXPENSE	500	500	87	-	-
10-520-492	TRAVEL EXPENSE	1,000	850	-	562	150
10-520-498	OTHER EXPENSE	-	400	378	-	(400)
10-520-580	CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
	TOTAL COMMUNICATION	262,080	265,147	158,436	181,352	(3,067)

FY2011-12

- Accomplishments:
 - Passed the criminal justice information system audit
 - Recertification of all full time dispatchers every two years
 - New initiatives to enter into agreement to provide non-emergency information through the 311 system which is sponsored by the United Way
 - Successfully train to operate and have authorization to dispatch on San Antonio police radios

FY 2012-2013

- Objectives:
 - Advance specialized training for dispatchers as recommended by yearly courses taught by Bexar Metro 911
 - Upgrade the radio system to be compliant with P-25 and narrow banding requirements

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Lead Dispatcher	16	1	1	1	1
Dispatcher	10	3	3	3	2
P/T Dispatcher	10	3	3	3	3
Total		7	7	7	6

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
EMS dispatched calls for service	525	550
Fire department dispatched calls for service	660	700
Police department dispatched calls for service	5,834	6,000
Average Dispatch Time	1 Minute	1 Minute

10 - General Fund – Fire Department

Mission Statement

Provide the highest level of public services for our citizens, business owners, and visitors. We protect lives and property through public education, fire prevention activities, fire suppression, emergency medical services, and emergency management planning.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-530-150	FIRE DEPARTMENT SALARY	782,950	729,394	451,585	614,557	53,556
10-530-155	FIRE DEPARTMENT PART TIME SALARY	30,000	30,000	13,138	68,603	-
10-530-160	FIRE DEPARTMENT OVER TIME PAY	20,000	25,000	2,289	16,021	(5,000)
10-530-205	FIRE DEPARTMENT S/S EXPENSE	64,988	60,951	34,821	51,790	4,037
10-530-210	GROUP MEDICAL INSURANCE	99,449	96,501	62,517	68,857	2,948
10-530-230	TMRS RETIREMENT	131,533	123,063	72,217	106,573	8,470
10-530-240	WORKERS COMPENSATION	29,429	27,593	13,072	20,815	1,836
10-530-280	CLOTHING REIMBURSEMENT	12,800	12,352	4,949	8,471	448
10-530-290	EMPLOYEE/SAFETY EQUIPMENT	6,000	6,000	4,678	4,655	-
10-530-325	GENERAL OPERATING SUPPLIES	2,500	2,500	1,991	2,690	-
10-530-330	AUTOMOTIVE SUPPLIES	150	150	28	87	-
10-530-335	MOTOR VEHICLE FUEL & LUBRICANT	9,000	9,000	5,341	10,268	-
10-530-340	PHOTOGRAPHIC SUPPLIES	200	200	-	-	-
10-530-345	MINOR TOOLS & EQUIPMENT	1,050	1,050	243	496	-
10-530-390	MISCELLANEOUS SUPPLIES	300	300	92	264	-
10-530-408	DATA PROCESSING SERVICE	1,000	1,000	-	845	-
10-530-412	EMERGENCY MEDICAL SERVICES	70,020	70,020	46,667	88,989	-
10-530-440	MEDICAL SERVICES	7,500	7,500	5,535	5,253	-
10-530-442	REPAIR/MAINTENANCE EXPENSE	17,550	16,550	11,000	16,245	1,000
10-530-487	EMERGENCY MANAGEMENT FUNDING	6,000	6,000	1,325	5,555	-
10-530-488	PRINTING EXPENSE	300	150	132	344	150
10-530-490	TRAINING/SCHOOL EXPENSE	4,500	4,500	4,451	887	-
10-530-492	TRAVEL EXPENSE	1,000	1,000	700	762	-
10-530-494	ORGANIZATIONAL MEMBERSHIP DUES	1,500	1,200	1,138	1,413	300
10-530-496	EMPLOYEE CERTIFICATION EXPENSE	2,600	2,400	2,225	831	200
10-530-498	OTHER EXPENSES	1,400	400	84	238	1,000
10-530-530	CAPITAL OUTLAY - BUILDINGS	-	-	-	15,060	-
10-530-580	CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
	TOTAL FIRE DEPARTMENT	1,303,719	1,234,774	740,217	1,110,568	68,945

FY2011-12

- Accomplishments:
 - The establishment of a (4) four member inspection team allowing for a more thorough annual code inspection program to better serve the fire and life safety needs and concerns of the commercial properties within Balcones Heights
 - Department was once again certified by the Texas Commission on Fire Protection during this year's bi-annual inspection
 - With the addition of two full time firefighters the overtime and part-time budget funds have been successfully reduced by 79% for overtime and 86% for part-time for the first 6 months of this budget year
 - Enhanced accountability of uniform allowance expenditures

FY2012-13

- Goals:
 - The funding and implementation of a modern and up to date communications system
 - Funding for the purchase of needed firefighting equipment and personnel
 - Completion of Standard Operating Guidelines in reference to:
 - Employee Health and Fitness
 - Infection Control/Blood Borne Pathogens
 - Completion of fire station upgrades (interior repairs, paint, floor covering, and exterior damaged brick replacement)

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Fire Chief	45	1	1	1	1
Fire Captain	31	3	3	3	3
Fire Lieutenant	26	3	3	3	3
Fire Fighter	19	17	15	15	15
Total		24	22	22	22

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Total Training Hours for Department Personnel	757.5	960
Annual Fire Inspections	230	184
Percentage of Staff NIMS Compliant	89%	100%

10 - General Fund - Development Services

Mission Statement

To promote community awareness, encourage compliance regarding City Code of Ordinances; enhance the quality of life within the city, assist with zoning code interpretations and compliance.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-610-150	BUILDING DEPT SALARY	40,394	24,314	10,188	39,297	16,080
10-610-205	SOCIAL SECURITY EXPENSE	3,090	1,500	514	2,969	1,590
10-610-210	GROUP MEDICAL INSURANCE	5,850	3,500	2,010	6,009	2,350
10-610-230	TMRS RETIREMENT	6,483	3,500	1,072	6,216	2,983
10-610-240	WORKERS COMPENSATION	477	479	227	335	(2)
10-610-280	CLOTHING/UNIFORMS	150	150	-	84	-
10-610-335	MOTOR VEHICLE FUEL & LUBRICANT	400	400	-	484	-
10-610-340	PHOTOGRAPHIC SUPPLIES	50	50	-	-	-
10-610-390	MISCELLANEOUS SUPPLIES	2,000	200	166	329	1,800
10-610-408	DATA PROCESSING SERVICES	1,500	1,500	694	539	-
10-610-416	ENGINEERING SERVICES	1,200	1,200	313	1,507	-
10-610-436	INSPECTION SERVICES	12,500	12,500	9,375	7,620	-
10-610-442	REPAIR/MAIN EXPENSE	400	400	-	200	-
10-610-482	OTHER PROFESSIONAL SERVICES	5,000	5,000	3,232	63,795	-
10-610-488	PRINTING EXPENSES	300	300	213	169	-
10-610-490	TRAINING/SCHOOL EXPENSES	3,000	3,000	-	2,495	-
10-610-492	TRAVEL EXPENSES	2,000	400	-	32	1,600
10-610-494	ORGANIZATIONAL MEMBERSHIP DUES	500	375	-	-	125
10-610-498	OTHER EXPENSES	-	-	-	1,260	-
	TOTAL DEVELOPMENT SERVICES	85,294	58,768	28,003	133,341	26,526

FY2011-12

- Accomplishments:
 - The recruitment of quality personnel
 - A greater focus on the Standard Nuisance Abatement Project
 - Met state requirements for Storm Water management
 - Improved inter-departmental communication and procedures with regard to Development Services
 - Improved responsiveness to the concerns of citizens

FY2012-13

- Goals:
 - Implement Multi-Family inspection program
 - Review and update development and standards as needed
 - Streamline plan submittals and city permits processes
 - Protect, promote, and sustain the health, safety, and quality of life for the citizens and businesses of Balcones Heights

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Development Services	23	1	1	1	1
Total		1	1	1	1

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Number of Variance Requests Processed	4	5
Number of Plan Reviews	100	125
Number of code Violations	337	250
Citations	Unkn Actual	40

10 - General Fund – Streets and Grounds Maintenance

Mission Statement

The Streets and Grounds Maintenance department commits itself to the development and repairs of city infrastructure.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-630-150	MAINTENANCE DEPT SALARY	27,517	26,706	16,673	25,570	811
10-630-155	MAINTENANCE PART TIME SALARY	-	11,926	6,993	10,700	
10-630-160	MAINTENANCE DEPT OVER TIME PAY	250	250	-	-	-
10-630-205	MAINTENANCE DEPT S/S EXPENSE	2,115	4,500	1,834	2,800	(2,385)
10-630-210	GROUP MEDICAL INSURANCE	5,850	5,879	4,491	4,857	(29)
10-630-230	TMRS RETIREMENT	4,478	4,326	2,585	4,053	152
10-630-240	WORKERS COMPENSATION	1,400	1,938	918	1,481	(538)
10-630-280	CLOTHING/UNIFORMS EXPENSE	1,000	1,000	254	1,000	-
10-630-325	GENERAL OPERATING SUPPLIES	200	200	93	1,296	-
10-630-330	AUTOMOTIVE SUPPLIES	-	-	-	-	-
10-630-335	MOTOR VEHICLE FUEL & LUBRICANT	4,300	4,300	2,442	4,114	-
10-630-345	MINOR TOOLS & EQUIPMENT	1,500	2,400	586	228	(900)
10-630-355	REPAIR/MAINTENANCE SUPPLIES	1,500	2,600	475	5,976	(1,100)
10-630-390	MISCELLANEOUS SUPPLIES	-	-	-	438	-
10-630-424	OTHER PROFESSIONAL SERVICES	500	500	-	49	-
10-630-442	REPAIR/MAINTENANCE EXPENSE	3,000	3,000	2,020	774	-
10-630-486	EQUIPMENT LEASE/RENTAL EXPENSE	200	200	-	-	-
10-630-490	TRAINING/SCHOOL EXPENSE	-	-	-	216	-
10-630-492	TRAVEL EXPENSE	-	-	-	-	-
	TOTAL STREET & GROUNDS MAIN.	53,810	69,725	39,365	63,553	(3,989)

FY2011-12

- Accomplishments:
 - Repairs made to streets by filling potholes and other wear-and-tear issues with Balcones Heights Streets
 - Street improvements made to Concord via CDBG funds
 - Meeting the state of Texas guidelines as they relate to the acquisition of training for Storm Water management (MS4 compliance)

FY2012-13

- Goals:
 - Continue communication, delivery of quality services, and providing correct and speedy responses to citizen requests
 - Maintain a positive image and continue to promote public trust by being visible to the citizens of Balcones Heights
 - Continue with maintenance and repairs to city infrastructure on an as- needed and as- appropriate bases

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Public Works	6	1	1	1	1
Bldg Maintenance	4	0.5	0.5	0.5	0.5
Total		1.5	1.5	1.5	1.5

10 - General Fund - Animal Control

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-650-325	GENERAL OPERATING SUPPLIES	200	200		35	-
10-650-345	MINOR TOOLS AND EQUIPMENT	500	500			-
10-650-420	VETERINARY SERVICES	2,000	1,000	208		1,000
10-650-440	MEDICAL SERVICES	500	500		1,436	-
10-650-490	TRAINING/SCHOOL EXPENSE	1,000			400	1,000
10-650-492	TRAVEL EXPENSE	500			144	500
10-650-494	ORGANIZATIONAL MEMBERSHIP DUES					-
10-650-490	TRAINING/SCHOOL EXPENSE					
	TOTAL ANIMAL CONTROL/SHELTER	4,700	2,200	208	2,015	2,500

10 - General Fund - Weed and Pest Control

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-660-325	GENERAL OPERATING SUPPLIES	250	250	41	168	-
	TOTAL WEED AND PEST CONTROL	250	250	41	168	-

10 - General Fund - Health and Welfare

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-710-436	INSPECTION SERVICES	12,000	12,000	7,000	12,000	-
	TOTAL HEALTH DEPARTMENT	12,000	12,000	7,000	12,000	-

10 - General Fund - Parks and Playground

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-810-325	GENERAL OPERATING SUPPLIES	300	300	19	150	-
10-810-424	OTHER PROFESSIONAL SERVICES	450	450	-	-	-
10-810-442	REPAIR/MAINTENANCE EXPENSE	8,000	6,000	1,609	2,573	2,000
10-810-510	CAPITAL OUTLAY - LAND		-	-	-	-
10-810-550	CAPITAL OUTLAY-IMPROVE O/BLDG		-	-	-	-
10-810-580	CAPITAL OUTLAY - EQUIP		-	-	-	-
	TOTAL PARKS AND PLAYGROUND	8,750	6,750	1,628	2,723	2,000

10 - General Fund - Community Center

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-820-390	MISCELLANEOUS SUPPLIES	250	250	-	137	-
10-820-442	REPAIR/MAINTENANCE EXPENSE	2,000	2,000	1,113	1,646	-
10-820-476	UTILITY EXPENSE-WATER & SEWER	450	450	158	489	-
10-820-478	UTILITY EXPENSE - GAS & ELEC	1,500	1,500	650	1,146	-
10-820-498	OTHER EXPENSES					-
10-820-530	CAPITAL OUTLAY - BUILDINGS					-
10-820-550	CAPITAL OUTLAY - IMPROV O/BLDG					-
10-820-580	CAPITAL OUTLAY - EQUIPMENT					-
	TOTAL COMMUNITY CENTER	4,200	4,200	1,921	3,418	-

10 - General Fund - Community Initiatives

Mission Statement

The Department of Community Initiatives strives to enhance the perception and reality of Balcones Heights among the many internal and external communities that comprise and/or interface with the City applying best practices in administration, communications, media relations and public information, community and public relations, advertising and marketing, research, strategic planning and economic development.

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
10-900-150	SALARY	40,772				40,772
10-900-205	SOCIAL SECURITY EXPENSE	3,242				
10-900-210	GROUP MEDICAL	2,281				2,281
10-900-230	TMRS RETIREMENT	6,802				6,802
10-900-240	WORKMEN'S COMPENSATION	168				168
10-900-310	GENERAL OFFICE SUPPLIES	386				386
10-900-325	GENERAL OPERATING SUPPLIES	348				348
10-900-408	IT SERVICES	956				956
10-900-418	LEGAL SERVICES	585				585
10-900-450	OFFICE RENT	6,929				6,929
10-900-472	TELEPHONE	1,076				1,076
10-900-474	SECURITY ALARM MONITOR SERVICE	234				234
10-900-478	UTILITY EXPENSE - GAS & ELEC	352				352
10-900-487	RESOURCE RESEARCH	843				843
10-900-491	TRAINING/CONTINUING EDUCATION	273				273
10-900-492	TRAVEL EXPENSE	1,210				1,210
10-900-494	MEMBERSHIP DUES	65				65
10-900-496	BANK CHARGES	23				23
10-900-501	TALENT, PRODUCTION & PROMOTION	14,430				14,430
10-900-502	MEETING EXPENSE	1,200				1,200
	TOTAL COMMUNITY INITIATIVES	82,175	-	-	-	78,933
	TOTAL GENERAL FUND	4,482,834	4,529,209	2,700,601	3,886,486	(121,125)
	TOTAL GENERAL FUND - REVENUES OVER EXPENSES	0	(31,678)	(81,745)	(1,175)	106,428

FY2011-12

- Accomplishments:
 - Reduced Visitor Center lease payment 10% with new agreement
 - Stewardship of two of the City's Strategic Planning priorities
 - Produced the most successful Jazz Festival in the event's long history
 - Generated the equivalent of \$62,000 worth of positive branding, public relations and advertising through promotion of the Balcones Heights Jazz Festival
 - Ongoing media relations/spokesperson duties
 - Ongoing newsletter editing and article composition

FY2012-13

- Goals:
 - Upgrade the City's Website
 - Implement a more timely and cost effective alternative to the existing monthly City Newsletter
 - Deploy more comprehensive data analysis to support economic development and general community and public relations
 - Develop an appropriate new vehicle to communicate relevant city news on a regular basis to designated external target audiences
 - Develop a comprehensive program(s) to increase the City's sense of community, community pride, and distinction
 - Identify effective new ways to physically distinguish and identify Balcones Heights from adjoining areas of Balcones Heights
 - Create a spectacular 20th Annual Balcones Heights Jazz Festival

11- Capital Fund

Mission Statement

The Capital Fund is designed to fund large one time capital purchases that may include streets reconstruction, infrastructure, land and parks. Projects are identified and approved by City Council.

REVENUES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
New Account	CPS - CEID Funds	440,000				
11-360-000	INTEREST EARNINGS	1,000	1,500	624	1,503	(500)
11-371-222	TRANSFER IN - IMPOUND FUND	-	75,000		130,260	
	TRANSFER IN - FUND BALANCE		159,920			(159,920)
	TOTAL REVENUE	441,000	236,420	624	131,763	(160,420)

EXPENSES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
11-400-400	TRANSFER TO EQUIP REPLACE ACCT	11,440	11,220	11,220	10,800	
11-400-500	TRANSFER TO ECONOMIC DEVELOPMENT	75,000				
11-410-498	OTHER EXPENSE	100	200	9	14	
11-710-590	CAPITAL OUTLAY - OTHER		225,000	403,284		
11-810-550	CAPITAL OUTLAY-IMPROV O/BLDGS					
11-810-570	CAPITAL OUTLAY-MOTOR VEHICLES					
11-810-580	CAPITAL OUTLAY - EQUIPMENT					
11-810-590	CAPITAL OUTLAY - OTHER					
	TOTAL CAPITAL FUND	86,540	236,420	414,512	10,814	-

CAPITAL FUND - REVENUES OVER EXPENSES		354,460	0	(413,889)	120,949	(160,420)
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Fund Description: The Capital Fund is a special governmental fund established by City Council to isolate and account for capital expenditures. In addition, other funding sources are occasionally allocated to this fund. Most, but not necessarily all, capital expenditures are made from this fund.

FY2011-12

- Accomplishments:
 - Supplemented CDBG award for the Concord Street project
 - Paid for roof repairs on the fire station

FY2012-13

- Goals:
 - Identify future capital projects with the development of a five year capital plan

12 - Federal Asset Forfeiture Fund

Mission Statement

To ensure training and equipment for the Police Department by utilizing state forfeiture funds to improve the working conditions of the police officers.

REVENUES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
12-352-200	TREASURY DEPT FORFEITURE	10,000	10,000	259	7,313	-
12-352-300	JUSTICE DEPT FORFEITURE	-			-	-
12-360-200	INTEREST - TREASURY DEPT				0	-
	FUND BALANCE TRANSFER IN				-	-
	TOTAL REVENUES	10,000	10,000	259	7,314	

EXPENSE

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
12-510-345	MINOR TOOLS & EQUIPMENT	500	500		349	-
12-510-498	OTHER EXPENSE	2,400	2,400	1,259	7,654	-
12-510-580	CAPITAL OUTLAY - EQUIPMENT	-	8,830			-
12-510-590	CAPITAL OUTLAY - OTHER					-
	TOTAL EXPENSES	2,900	11,730	1,259	8,003	

FEDERAL ASSET FORFEITURE - REVENUES OVER EXPENSES	7,100	(1,730)	(1,000)	(690)	-
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Fund Description: The Federal Asset Forfeiture Fund is a special revenue fund established pursuant to the Controlled Substances Act. This fund is used to account for the proceeds of federal civil forfeiture law suits for the seizure of property and other valuable associated with drug trafficking that have been awarded by the federal courts to the Balcones Heights Police Department. These funds are legally restricted to expenditures for the operations of the Police Department.

FY 2011-12

- Accomplishments:
 - Supporting three city sponsored K-9 units

FY2012-13

- Goals:
 - Continue to participate in the deterrence of drug trafficking by maintaining a partnership with the Federal Drug Enforcement Agency

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Number of cases filed for forfeiture	14 cases	20 cases

13 - State Asset Forfeiture Fund**Mission Statement**

To ensure training and equipment for our police officers by utilizing state forfeiture funds.

REVENUES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
13-352-400	STATE COURT FORFEITURE	10,000	10,000	2,600	19,703	-
13-360-400	INTEREST - STATE COURT FORF	-	-	1	3	-
	TOTAL REVENUES	10,000	10,000	2,601	19,706	-

EXPENSES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
13-510-345	MINOR TOOLS & EQUIPMENT	8,500	8,500	100	-	-
13-510-498	OTHER EXPENSES	1,500	1,500	2,013	289	-
13-510-580	CAPITAL OUTLAY - EQUIPMENT	-	-	-	-	-
13-510-590	CAPITAL OUTLAY - OTHER	-	-	-	-	-
	TOTAL EXPENSES	10,000	10,000	2,113	289	-

STATE ASSET FORFEITURE - REVENUE OVER EXPENSE	-	-	488	19,417	-
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Fund Description: The State Asset Forfeiture Fund is a special revenue fund established pursuant to the controlled substances Act. This fund is used to account for the proceeds of state civil forfeiture law suits for the seizure of property and other valuables associated with drug trafficking that have been awarded by the state courts to the Balcones Heights Police Department. These funds are legally restricted to expenditures for the operation of the Police Department.

FY2011-12

- Accomplishments:
 - Obtained use of a seized 2003 Chevy Impala

FY2012-13

- Goals:
 - Continue to seize vehicles and property that is obtained via illegal activity in an effort to reduce crime

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Number of cases filed for forfeiture	1 case	3 cases

14 - Street Fund**Mission Statement**

To maintain streets within the city of Balcones Heights, providing for safe travel to all within the city.

REVENUES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
14-310-110	AD VALOREM TAX	75,000	75,000	75,000	75,000	-
14-360-000	INTEREST EARNINGS	150	200	93	215	(50)
	TOTAL REVENUES	75,150	75,200	75,093	75,215	(50)

EXPENSES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
14-411-150	STREET FUND SALARY	27,517	27,215	17,191	26,258	302
14-411-150	STREET FUND OVERTIME	250	250	-	56	-
14-411-05	STREET FUND S/S EXPENSE	2,134	2,108	1,339	2,031	26
14-411-210	GROUP MEDICAL INSURANCE	5,850	6,000	4,513	5,517	(150)
14-411-230	TMRS RETIREMENT	4,478	4,412	2,667	4,177	66
14-411-240	WORKERS COMPENSATION	1,400	1,379	653	1,066	21
14-640-355	REPAIR/MAINTENANCE SUPPLIES	20,000	3,000	1,260	395	17,000
14-640-360	STREET SIGNS & SUPPLIES	3,000	3,000		263	-
14-640-416	ENGINEERING SERVICES	18,000	20,000	9,790	18,971	(2,000)
14-640-418	LEGAL SERVICES	500	500		-	-
14-640-424	OTHER PROFESSIONAL SERVICES	2,000	2,000		-	-
14-640-442	REPAIR/MAINTENANCE EXPENSE	1,000	2,336		708	(1,336)
14-640-498	OTHER CHARGES	2,000	3,000	337	287	(1,000)
	TOTAL EXPENSES	88,129	75,200	37,750	59,730	12,929

STREET FUND - REVENUE OVER EXPENSE		(12,979)	0	37,342	15,486	(12,979)
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Fund Description: The Street Maintenance Fund is a special governmental fund established by City Council to account for the revenue and expenditures appropriated by city ordinance and reserved for street repairs and construction. Each year \$75,000 from ad valorem tax revenue is reserved for the repair and maintenance of city streets. The purpose of the fund is to fully separate, identify and track these revenues.

FY2011-12

- Accomplishments:
 - Worked with City Engineer to develop a Crack Seal program identifying all streets and sidewalks that need maintenance, and costs for implementing an ongoing program

FY2012-13

- Goals:
 - Continue monitoring all streets and sidewalks within the City of Balcones Heights

15 - Traffic Fund

Mission Statement

Promoting public safety through traffic enforcement to ensure the safety of citizens and general public.

REVENUE

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
15-351-100	TRAFFIC SAFETY FINES & FEES	179,336	199,536	107,120	214,585	(20,201)
15-351-200	TRAFFIC SAFETY - LATE FEE REVENUE	90,000	105,600	54,225	100,725	(15,600)
15-360-000	INTEREST	50	50	1	5	-
15-370-000	OTHER REVENUE					-
	TOTAL REVENUES	269,386	305,186	161,346	315,315	(35,801)

EXPENSES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
15-511-150	POLICE SALARY	135,617	178,129	115,543	195,766	(42,512)
15-511-160	POLICE OVER TIME PAY	-	1,660	2,242	3,986	(1,660)
15-511-205	POLICE SOCIAL SECURITY EXPENSE	11,268	14,896	9,415	14,881	(3,628)
15-511-210	GROUP MEDICAL INSURANCE	17,550	24,125	17,047	22,152	(6,575)
15-511-230	TMRS RETIREMENT	23,640	31,253	17,807	28,642	(7,613)
15-511-240	WORKERS COMPENSATION	6,437	8,510	4,032	5,611	(2,073)
15-511-280	CLOTHING REIMBURSEMENT	3,200	3,200	1,299	3,237	-
15-511-478	STREET & EXPRESSWAY LIGHTS	37,000	35,000	24,536	36,809	2,000
15-511-480	MINOR STREET REPAIRS	7,000	6,912	(20)	-	88
15-511-490	COMMUNITY PROGRAM	1,000	1,000	-	-	-
15-511-498	OTHER EXPENSE	-	500	4	3	(500)
15-511-590	CAPITAL OUTLAY - OTHER					-
	TOTAL EXPENSES	242,712	305,185	191,904	311,086	(62,473)

REVENUES OVER EXPENSES	26,674	1	(30,558)	4,229	26,673
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Fund Description: The Traffic Fund is a special governmental fund established to account for the receipts from the traffic enforcement cameras. The purpose of this fund is to pay for traffic safety items, to include traffic officers' salaries and their equipment, traffic light repairs and street lights. This is a designated account whose use is set by state law.

FY2011-12

- Accomplishments:
 - Established a traffic enforcement K-9 unit for the city
 - Increased public safety through high visibility deterrence

FY2012-13

- Goals:
 - Promote public safety through traffic enforcement
 - Re-establish mobile data terminal access to run drivers licenses and license plates
 - Training and certification in driving while intoxicated enforcement
 - Participate in the Click It or Ticket campaign

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Police Officers	CBA	2	2	2	1
Total		2	2	2	1

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Traffic Stops	6413	7000
Citations issued	5402	5500
Warnings issued	3908	4000

18 - Crime Control

Mission Statement

Continue to diligently work to resolve criminal cases in an effective and productive manner.

REVENUES

Account Number	Account Description	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
18-318-300	SALES TAX	652,000	630,000	333,458	615,755	22,000
18-360-000	INTEREST EARNINGS	150	150	61	141	-
NEW	TRANSFER IN FROM IMPOUND	4,000	-	-	-	4,000
18-367-000	CONTRIBUTIONS/DONATIONS	-	-	-	-	-
18-370-000	OTHER REVENUES	-	-	-	523	-
	TOTAL REVENUE	656,150	630,150	333,520	616,419	26,000

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
18-513-150	BHCCD SALARY	223,384	206,217	124,338	141,827	17,167
18-513-160	BHCCD OVER TIME PAY		2,072	2,386	2,139	(2,072)
18-513-205	BHCCD SOCIAL SECURITY EXPENSE	17,353	16,366	9,231	14,908	987
18-513-210	GROUP MEDICAL INSURANCE	23,400	24,071	16,294	21,577	(671)
18-513-230	TMRS RETIREMENT EXPENSE	34,520	34,077	19,698	32,274	443
18-513-240	WORKERS COMPENSATION	9,884	2,610	3,790	7,190	7,274
18-513-280	CLOTHING REIMBURSEMENT	3,200	3,200	1,731	3,285	-
18-513-290	EMPLOYEE SAFETY EQUIPMENT					-
	TOTAL PERSONNEL	311,741	288,613	177,468	223,200	23,128

18-513-425	ADMINISTRATIVE ACCT SERVICE	50	50	21	6	-
18-513-444	AUDIT SERVICES	3,500	3,500	3,500	3,200	-
18-513-460	INSURANCE - PROPERTY	4,000	3,155	3,153	2,300	845
18-513-464	INSURANCE - GENERAL LIABILITY	1,965	1,345	560	1,132	620
18-513-466	INSURANCE - EMPLOYEE BONDS	500	369			131
18-513-466	INSURANCE - DEDUCTIBLE RESERVE	-	1,000			(1,000)
18-513-480	FEDERAL UNEMPLOYMENT TAX					
18-513-482	STATE UNEMPLOYMENT TAX					
	TOTAL ADMINISTRATIVE COSTS	10,015	9,419	7,234	6,638	596

18-513-500	FACILITY OPERATING EXPENSE	67,336	66,868	51,954	120,280	468
18-513-530	CAPITAL OUTLAY - BUILDINGS		-	-	2,499	-
18-513-640	DEBT SERVICE TRANSFERS	267,595	265,250	154,729	267,200	2,345
	TOTAL FACILITIES	334,931	332,118	206,684	389,978	2,813

	TOTAL CRIME CONTROL DIST EXP	656,687	630,150	391,385	619,817	26,537
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	CRIME CONTROL REVENUES OVER EXPENSES	(537)	-	(57,866)	(3,398)	(537)
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Fund Description: The Crime Control District Fund is a special governmental fund established by statute to isolate and account for revenues and expenditures of a Special Purpose Tax District created through referendum election for the purpose of Crime Control and Prevention. Revenues are derived from additional one-half cent sales and use tax and are allocated by the District's Board of Directors to fund specified Crime Control and Prevention projects/programs.

FY2011-12

- Accomplishments:
 - Trained officers in following areas:
 - Homicide Investigation & Crime Scene
 - Basic Criminal Investigation
 - Fingerprinting
 - Kenisic Interview & Interrogation Phase I and II
 - Leadership Seminar
 - Sexual Exploitation of children in Cyberspace
 - Child Abuse and Neglect
 - Garrity and Compelled Statement Taking

FY2012-13

- Goals:
 - Develop “cutting-edge investigators” through training and education:
 - Leadership Skills
 - Accident Investigation and Reconstruction
 - Forensic Technicians
 - Hostage Negotiations
 - Response to the Active Shooter & Acts of Terrorism
 - White Collar Crimes
 - Computer “Cyber” Crimes
 - Human Trafficking
 - Blood Splatter Analysis
 - Utilize computer technology to enhance investigative skills
 - Increased crime education and prevention:
 - Educate residents and business owners on how to better protect themselves and their property
 - Facilitate open lines of communications with residents and business owners to deter crime
 - Coordinate with other city departments – ie., Patrol Division, City Administration, City Council, Municipal Court, Fire Department, Tourism, etc., to increase effectiveness and efficiency

Staffing	Grade	2012-2013	2011-2012	2010-2011	2009-2010
Lt Investigator	CBA	1	1	1	1
Sgt Investigator	CBA	3	3	3	3
Total		4	4	4	4

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Cases assigned to investigators	604	500
Cases filed with the District Attorneys Office	242	300
Felony cases	238	200
Misdemeanor cases	404	350

20 - Hotel Occupancy Tax Fund**Mission Statement**

The mission of Community Initiatives is to raise the profile of the City across target audiences and increase the number of visitors and tourists to Balcones Heights and their subsequent patronage of the City's hospitality, shopping and health care services.

Fund Description: The Hotel/Motel Fund is a special Governmental fund established to account for the receipt and expenditures of the city's seven percent local Hotel/Motel tax.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
20-318-300	HOTEL OCCUPANCY TAX	180,000	179,500	98,773	170,319	500
20-360-000	INTEREST EARNINGS	500	500	129	376	-
20-370-000	OTHER REVENUES	-	-	-	20	-
	TOTAL REVENUE	180,500	180,000	98,902	170,715	500

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
20-900-150	SALARY	63,772	102,747	65,314	99,531	(38,975)
20-900-160	OVER TIME PAY	-	-	-	192	-
20-900-205	S/S EXPENSE	5,071	7,860	4,970	7,574	(2,789)
20-900-210	GROUP MEDICAL INS	6,973	12,000	8,812	10,632	(5,027)
20-900-230	TMRS RETIREMENT	10,638	16,491	10,136	15,772	(5,853)
20-900-240	WORKER COMPENSATION	263	408	193	316	(145)
20-900-310	GENERAL OFFICE SUPPLIES	604	900	299	707	(296)
20-900-325	GENERAL OPERATING SUPPLIES	544	811	382	854	(267)
20-900-408	IT SERVICES	1,495	2,000	2,459	2,155	(505)
20-900-418	LEGAL SERVICES	915	1,500	342	848	(585)
20-900-440	MEDICAL SERVICES	-	-	-	-	-
20-900-450	OFFICE RENT	10,838	18,000	9,445	17,913	(7,162)
20-900-455	POSTAGE	1,642	2,120	1,318	1,133	(478)
20-900-470	GENERAL CONTINGENCY	-	-	-	2,569	-
20-900-472	TELEPHONE EXPENSE	1,684	2,532	1,765	464	(848)
20-900-474	SECURITY ALARM MONITOR SERVICE	366	600	359	886	(234)
20-900-478	UTILITY EXPENSE - GAS & ELEC	551	870	552	-	(319)
20-900-487	SUBSCRIPTIONS	1,318	1,917	1,812	1,921	(599)
20-900-488	PRINTING EXPENSE	2,669	2,020	1,600	1,071	649
20-900-491	TRAINING/CONTINUING EDUCATION	427	1,225	230	1,360	(798)
20-900-492	TRAVEL	1,892	1,080	907	1,414	812
20-900-494	MEMBERSHIP DUES	1,460	1,525	565	2,308	(65)
20-900-496	BANK CHARGES	37	60	3	6	(23)
20-900-500	CONVENTION HOSTING	-	-	-	1,103	-
20-900-580	CAPITAL OUTLAY - EQUIPMENT	-	1,500	1,228	165	(1,500)
	TOTAL COMMUNITY INITIATIVES	113,159	178,166	112,692	170,894	(65,007)

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
20-920-424	PROFESSIONAL SERVICES	5,000			9,888	5,000
20-920-480	BROCHURE/RACK CARDS	700	460	-	464	240
20-920-484	WEB-BASED ADVERTISING	4,974	3,442	1,159	12,193	1,532
20-920-486	MAGAZINE ADVERTISING	19,547	23,747	7,187	34,154	(4,200)
20-920-487	GOVERNMENT/COMMUNITY RELATIC	12,000	36,000	18,000	52,657	(24,000)
20-920-489	PROMOTIONS	1,085	936	430	1,095	149
20-920-491	MEDIA/PUBLIC RELATIONS	20,500	20,340	9,255	11,675	160
20-920-500	TRADE SHOW EXPENSES				-	-
20-920-501	PROMOTIONAL EVENTS SPONSORSHIP				18	-
20-920-502	MEETING/CONFERENCE EXPENSE	-	1,500	184	936	(1,500)
20-920-503	PROMOTIONAL MERCHANDISE	800			562	800
	TOTAL ADVERTISING/PROMOTION	64,606	86,425	36,216	123,641	(21,819)
20-930-910	ART EXHIBITIONS	-		-		-
20-930-915	ART PROMOTION	22,570	27,000	-	22,766	35,683
	TOTAL ARTS	22,570	27,000	-	22,766	35,683
	TOTAL EXPENSES	200,335	291,591	148,908	317,302	(51,143)
	REVENUES OVER EXPENSES	(19,835)	(111,591)	(50,007)	(146,587)	51,643

FY2011-12

- Accomplishments:
 - Increased website impressions and page views 128%
 - Added special offers & packages
 - Added Jazz Festival videos
 - Increased leads generated 202% (931 Leads FYTD)
 - Increased social media footprint:
 - 47% increase in Facebook “Likes” – (136 in July 2011; YTD FY 2011: 200)
 - 1125% increase in Twitter followers – (12 in July 2011; YTD FY 2011: 147)
 - Increased Jazz Festival contact database 17%
 - Initiated database marketing of hotels
 - Produced the most successful BH Jazz Festival in the event’s 18 year history
 - Generated \$62,000 worth of positive branding, public relations and advertising through promotion of the Balcones Heights Jazz Festival

FY2012-13

- Goals:
 - Maintain level of website impressions
 - Maintain level of lead generation
 - Enhance website
 - Identify effective ways to physically distinguish and identify Balcones Heights from adjoining areas of Balcones Heights
 - Greater promotion of the 20th Annual Balcones Heights Jazz Festival

Performance Measure	FY2010-2011 Actual	FY2011-2012 Target	FY 2012-2013 Target
Community Initiatives Website Impressions & Visits			
Visits to website	18,336.00	18,500.00	18,500.00
Page views - venues web page	428.00	544.00	540.00
Page views - Hotels web pages	3,208.00	4,683.00	4,650.00
Page views - BH Visitors Guide web page	1,234.00	1,452.00	1,450.00
Page views - BH Jazz Festival web page	20,248.00	19,964.00	20,000.00
Room nights booked using BH promo code	2.00	4.00	6.00
E-blast sent out	1.00	15.00	15.00
Contacts collected via website registration page	673.00	300.00	300.00
Cost per website visit, overall	2.35	1.07	1.32
Lead Generation			
Number of leads generated	3,437.00	3,400.00	3,400.00
Cost per lead of Texas State Travel Guide	8.06	6.88	7.24
Cost per lead of San Antonio Leisure Guide	8.01	3.94	4.45
Cost per lead, overall advertising plan	6.37	5.28	4.78
Social Media			
Dollar value of	59,618.00	60,000.00	60,000.00
Number of Facebook Posts	85.00	160.00	160.00
"Likes" on BH Jazz Facebook page	146.00	250.00	350.00
"Likes" on City of BH Facebook page	18.00	20.00	22.00
COBH Followers on Twitter	12.00	25.00	35.00
BH Jazz Followers on Twitter	149.00	150.00	200.00
Tweets, COBH	12.00	46.00	52.00
Tweets, BH Jazz Festival	48.00	48.00	48.00

21 – Child Safety Fund

Mission Statement

Protecting the children of Balcones Heights with programs designed to enhance child safety.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
21-334-400	SCHOOL CROSSING FEES - COUNTY	2,800	3,000	1,933	3,370	(200)
21-360-000	INTEREST EARNINGS	10	15	1	13	(5)
21-370-000	MISC REVENUES	-	-	-	3,000	-
	TOTAL REVENUES	2,810	3,015	1,933	6,383	(205)

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
21-514-424	PROFESSIONAL/CONTRACT SERVICES	-	-	-	7,181	-
21-514-498	OTHER EXPENSE	1,500	1,500	1,004	1,528	-
	TOTAL EXPENSE	1,500	1,500	1,004	8,709	-

CHILD SAFETY FUND - REVENUE OVER EXPENSES	1,310	1,515	930	(2,326)	(205)
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Fund Description: This is a special controlled fund established to account for the receipts and expenditures of the City's pro-rata share of an optional court fee levied by Bexar County pursuant to Section 502-173 of the Transportation Code. The purpose of this fund is to fully identify and comply with the statutory requirement for the use of child Safety fund receipts and expenditures. Funded past projects included the striping of crosswalks, minor sidewalk maintenance, and assisting Balcones Heights Police Officer Association programs.

FY2011-12

- Accomplishments:
 - Assisted Balcones Heights Police Officers Association with National Night Out, Halloween Haunted House and Blue Marshal Christmas Program

FY2012-13

- Goals:
 - Enhance child safety through new and existing programs

22 - Impound Fund

Mission Statement

To ensure public safety by removing and impounding unlicensed and un-insured vehicles.

REVENUE

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
22-340-100	IMPOUND FEES	284,800	365,000	195,000	353,600	(80,200)
22-340-110	TOWING FEES	89,760	155,125	82,875	150,790	(65,365)
22-340-120	DAILY FEES	36,560	60,000	34,520	57,770	(23,440)
22-340-140	ADMIN/POSTAGE FEES	4,875	12,000	8,010	10,100	-
22-360-000	INTEREST EARNINGS	20	20	13	78	-
22-370-000	OTHER REVENUE	-	-	-	-	-
	TOTAL REVENUES	416,015	592,145	320,418	572,338	(169,005)

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
22-415-150	IMPOUND SALARY	-	-	-	86,648	-
22-415-155	IMPOUND PART TIME SALARY	-	-	-	73,676	-
22-415-160	IMPOUND OVERTIME	-	-	-	20,093	-
22-415-205	IMPOUND S/S EXPENSE	-	-	-	12,257	-
22-415-210	MEDICAL	-	-	-	3,706	-
22-415-230	TMRs RETIREMENT	-	-	-	12,900	-
22-415-240	WORKERS COMPENSATION	-	-	-	3,381	-
22-415-280	CLOTHING ALLOWANCE	-	-	-	2,355	-
22-415-310	DATA PROCESSING SUPPLIES	1,000	1,200	-	-	(200)
22-415-315	GENERAL OFFICE SUPPLIES	1,500	1,500	392	964	-
22-415-330	MOTOR VEHICLE FUEL & LUBRICANT	-	-	-	56,914	-
22-415-345	MINOR TOOLS AND EQUIPMENT	500	700	-	474	(200)
22-415-418	LEGAL SERVICES	1,000	1,000	-	-	-
22-415-442	REPAIR/MAINTENANCE EXPENSE	-	-	-	14,202	-
22-415-450	US POSTAGE EXPENSE	4,500	3,500	2,470	4,579	1,000
22-415-460	TOWING EXPENSE	157,015	155,125	89,320	175,710	1,890
22-415-488	PRINTING EXPENSE	500	500	86	525	-
22-415-498	OTHER EXPENSE	6,000	6,375	377	5,120	(375)
22-415-499	TRANSFER OUT TO CAPITAL ACCOUNT	-	75,000	-	130,260	(75,000)
22-415-510	TRANSFER OUT TO GF FOR PD	240,000	334,825	100,000	-	(94,825)
22-415-520	TRANSFER OUT TO CRIME CONTROL	4,000	7,500	-	-	-
22-415-580	CAPITAL OUTLAY - EQUIPMENT	-	1,000	-	971	(1,000)
	TOTAL EXPENSES	416,015	588,225	192,645	604,736	(168,710)

IMPOUND FUND - REVENUES OVER EXPENSES	0	3,920	127,773	(32,398)	(295)
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Fund Description: Revenues fund operating and maintenance costs of this program. Excess funds are used by the General Fund and Crime Control Fund to offset police expenses.

FY2011-12

- Accomplishments:
 - Enhanced public safety by removing illegally operated motor vehicles from the streets complying with state law and obtaining a valid driver's license

FY2012-13

- Goals:
 - Continue enforcement and impoundment of illegally operated motor vehicles in order to promote public safety

There are no funded/unfunded positions in this fund.

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Vehicles towed	1535	1600
Vehicles released	1275	1550

23 - Auction Fund

Mission Statement

To ensure the proper and legal system of disposing abandoned property through public auctions.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
23-340-130	VEHICLE AUCTIONS	140,000	200,000	108,105	230,920	(60,000)
23-340-140	ADMIN FEES	-	9,030	-	5,110	(9,030)
23-360-000	INTEREST EARNINGS	100	100	11	60	-
23-370-000	OTHER REVENUE	-	1,300	-	1,205	(1,300)
	TOTAL REVENUES	140,100	210,430	108,116	237,295	(70,330)

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
23-415-325	GENERAL OPERATING SUPPLIES	1,100	1,100	239	-	-
23-415-345	MINOR TOOLS AND EQUIPMENT	-	-	-	160	-
23-415-424	PROFESSIONAL SERVICES	2,500	2,000	4,261	2,837	500
23-415-460	TOWING EXPENSE	12,750	-	-	-	-
23-415-482	LEGAL NOTICE/NEWSPAPER ADS	800	1,200	221	1,604	(400)
23-415-486	EQUIPMENT LEASE/RENTAL EXP	-	-	-	14,304	-
23-514-498	OTHER EXPENSE (AUCTION)	2,700	2,700	3,481	1,698	-
23-415-510	TRANSFER OUT - GF	100,000	119,030	-	60,000	-
23-415-550	CAPITAL OUTLAY - OTHER O/BUILDING	-	84,400	74,342	136,809	(84,400)
23-415-580	CAPITAL OUTLAY-EQUIPMENT	-	-	-	20,230	-
	TOTAL EXPENSE	119,850	210,430	82,544	237,642	(84,300)

REVENUE OVER EXPENSES	20,250	-	25,572	(347)	13,970
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Fund Description: Impounded vehicles not picked up are put up for auction. Revenue is used to pay auction expense, police expenses in general fund, and police capital expense (vehicles, radios, weapons).

- FY2011-12 Accomplishments:
 - Properly disposed of all abandoned vehicles through public auctions
 - Properly disposed of all abandoned property and seized property through public auctions
 - No previous owner challenges in the sale of all abandoned property
 - Outsourced public auctions to cut costs and increase revenues to the city
- FY2012-13 Goals
 - To continue to provide a legally compliant and efficient manner in which the City of Balcones Heights can legally auction abandoned and seized property

There are no funded/unfunded positions in this fund.

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Vehicles sold at auction	187	200
Average price received for sold vehicles	637	800

24 – Court Security/Technology

Mission Statement

Protect Municipal Court Judge, Prosecutor, Staff and visitors, and maintain an efficient court with updated technology.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
24-340-125	COURT TECHNOLOGY FEE	13,200	12,800	6,291	10,909	400
24-340-150	COURT SECURITY FEE	9,900	9,800	4,746	8,575	100
24-360-000	INTEREST EARNINGS	20	20	3	10	-
24-370-000	OTHER REVENUES					-
	TOTAL REVENUE	23,120	22,620	11,040	19,495	500

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
24-420-150	COURT SECURITY SALARY	10,600	10,575	5,842	3,983	25
24-420-210	COURT SECURITY SS EXPENSE	811	809	447	305	2
24-420-240	COURT SECURITY W/C EXPENSE	462	462	219	223	-
24-420-430	COURT TECHNOLOGY MAIN EXPENSE	13,135	15,000	13,322	10,978	(1,865)
24-420-435	COURT SECURITY MAIN EXPENSE	1,500	1,500	1,399	-	-
24-420-498	OTHER EXPENSE	150	150	97	91	-
24-420-500	COURT TECHNOLOGY CAPITAL EXP				690	-
24-420-501	COURT SECURITY CAPITAL EXPENSE	-			-	-
	TOTAL COURT TECH/SECURITY FUND	26,658	28,496	21,326	16,269	(1,838)

REVENUES OVER EXPENSES	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
COURT TECHNOLOGY	-	(2,275)	(7,106)	(833)	2,275
COURT SECURITY	(3,538)	(3,621)	(3,235)	3,990	83
	(3,538)	(5,896)	(10,342)	3,157	2358.1

Fund Description: The Court Technology and Court Security Funds are special control funds established to account for receipts and expenditures from an optional court fee. The purpose of these funds is to help offset the cost of technology and security required for the safe and efficient operating Municipal Court.

FY2011-12

- Accomplishments:
 - Purchased equipment, laptop, scanners and printers to enhance the paperless court project
 - Maintained Incode software with annual maintenance cost
 - Funded two court bailiff positions to enhance municipal court staff protection

FY2012-13

- Goals:
 - Maintain Incode maintenance cost
 - Maintain court security with bailiffs

25 - Equipment Replacement Fund

Mission Statement

Purchase state-of-the-art technology to maintain essential staff functions.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
25-350-100	CAPITAL TRANSFER IN	11,440	11,220	11,220	10,800	220
	Total	11,440	11,220	11,220		

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
25-530-345	COMPUTER EXPENSE	11,440	11,220	9,569	11,025	220
25-530-385	FD EQUIPMENT EXPENSE		-	-	-	-
25-530-390	PD EQUIPMENT EXPENSE		-	-	-	-
25-530-580	CAPITAL OUTLAY - EQUIPMENT		-	-	-	-
	TOTAL EQUIPMENT COST	11,440	11,220	9,569	11,025	220

EQUIP REPLACEMENT - REVENUES OVER EXPENSES		-	-	1,651		
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Fund Description: Funds allow the city to upgrade/replace computers and servers following a four year rotation plan. Revenue for the fund comes from the Capital Fund.

FY2011-12

- Accomplishments:
 - Upgraded/replaced administration computers (City Administrator, City Secretary, Finance Department and Code Enforcement)
 - Upgraded/replaced police department server

FY2012-13

- Goals:
 - Upgrade/replace police patrol (3) and fire department (3) computers
 - Upgrade/replace fire department server

Performance Measure	FY2011-2012 Actual	FY 2012-2013 Target
Upgrade/replace computers	5	6
Upgrade/replace server	1	1

27 - Community Development Block Grant - CDBG

Mission Statement

Make assessment of community regarding streets, infrastructure and service for low and moderate income residents, and use CDBG funds to fulfill identified needs.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
27-330-400	2005 CDBG GRANT REVENUES	-	-	-	-	-
27-330-500	2006 CDBG GRANT REVENUES	-	-	-	-	-
27-330-600	2007 CDBG GRANT REVENUES	-	-	-	-	-
27-330-700	2008 CDBG GRANT REVENUES	-	-	-	688,687	-
27-330-800	2009 CDBG GRANT REVENUES	-	-	-	-	-
27-330-900	2010 CDBG GRANT REVENUES	-	150,000	124,539	-	(150,000)
	2011 CDBG GRANT REVENUES	76,000				
27-360-000	INTEREST	-	-	-	-	-
27-371-200	OTHER FUNDING SOURCE	-	-	-	-	-
	TOTAL REVENUES	76,000	150,000	124,539	688,687	(150,000)

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
27-490-498	OTHER EXPENSE		-	-	-	-
27-490-510	CAPITAL OUTLAY - LAND		-	-	-	-
27-490-530	CAPITAL OUTLAY - BLDGS		-	-	-	-
27-490-550	CAPITAL OUTLAY - O/BLDGS		-	-	-	-
27-640-510	CAPITAL OUTLAY - LAND		-	-	-	-
27-640-550	CAPITAL OUTLAY-IMPROV O/BLDGS	76,000	150,000	124,539	5,000	(74,000)
27-810-510	CAPITAL OUTLAY - LAND		-	-	-	-
27-810-530	CAPITAL OUTLAY - BLDGS		-	-	-	-
27-810-550	CAPITAL OUTLAY - O/BLDGS		-	-	-	-
27-810-580	CAPITAL OUTLAY - EQUIPMENT		-	-	-	-
	TOTAL EXPENSES	76,000	150,000	124,539	5,000	(74,000)

REVENUES OVER EXPENSES	-	-	-	683,687	(76,000)
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Fund Description: Bexar County received federal funds from the US Department of Housing and Urban Development as an entitlement community. The city then applies for these funds on an annual basis for different projects. Projects could include, but are not limited to, repair/reconstruction of streets, park improvements, economic development activities and public infrastructure. This fund only tracks the CDBG portion of the project; city match is completed in the capital or street fund, depending on the project.

FY2011-12

- Accomplishments:
 - Received a \$185,000 grant for construction services for the Beryl Street Project
 - Received \$350,000 reimbursement for the Bobbies Lane Project

FY2012-13

- Goals:
 - Submit application for new improvements (TBD) for FY 2013-2014

30 – Economic Development**Mission Statement**

Create a positive strong economic environment for the future of Balcones Heights business and citizens.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
30-310-000	Transfer in - Capital Fund	75,000	-	-	-	-
30-360-000	INTEREST EARNINGS	-	-	-	-	-
30-370-000	OTHER REVENUES	-	-	-	-	-
	TOTAL REVENUE	75,000	-	-	-	-

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
30-410-422	ECONOMIC DEVELOPMENT CONTRAC	75,000	-	-	-	-
	TOTAL ECONOMIC DEVELOPMENT	75,000	-	-	-	-

REVENUE OVER EXPENSES		-	-	-	-	-
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FY2011-12

- Accomplishments:
 - Issued RFQ for Economic Development services
 - Completed a Chapter 380 agreement with Wonderland of the Americas

FY2012-13

- Goals:
 - Select and retain a firm for Economic Development services
 - Begin issuance of qualified payments for projects started under the Chapter 380 Agreement

36 - Debt Service

Mission Statement

To account for the accumulation of resources for payments of general long term debt principal, interest and related costs.

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
36-310-110	AD VALOREM TAX	62,242	62,242	46,785	55,525	-
36-319-110	PENALTY & INTEREST-AD VALOREM	1,000	1,000	240	466	-
36-360-000	INTEREST EARNINGS	100	200	47	265	(100)
36-371-400	OTHER FUND SOURCE - BHCCD	267,595	265,250	154,729	267,200	12,650
	TOTAL REVENUE	330,937	328,692	201,802	323,456	12,550

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
36-490-640	PRINCIPAL-99 CERT OBLIGATIONS	251,000	242,000		238,000	9,000
36-490-641	INTEREST-99 CERT OBLIGATIONS	16,595	23,250	11,625	29,200	(6,655)
36-490-650	PRINCIPAL-06 FIRE TRUCK LEASE	51,000	51,000	51,000	130,985	-
36-490-651	INTEREST-06 FIRE TRUCK LEASE	13,398	14,145	7,109	31,257	(747)
36-490-690	ADMIN FEES - PAYING AGENT	3,500	3,500	3,264	2,119	-
	TOTAL DEBT SERVICE FUND	335,493	333,895	72,999	431,561	1,598

	REVENUE OVER EXPENSES	(4,556)	(5,203)	128,804	(108,105)	10,952
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Fund Description - The Debt Service Fund is a special governmental fund established by statute to isolate and account for the accumulation of resources for, and the payment of, principal and interest on long-term bonded indebtedness of the city. Ad Valorem taxes along with other revenue sources are levied for such debt service and must be separated from other taxes levied for the General Fund. Consequently, all receivable, allowances, assets, liabilities, revenues and expenditures pertaining to long-term debt must be maintained separately in this fund.

FY2011-12

- Accomplishments:
 - Made \$265,250 of payments to the General Obligation Refunding Bonds fund - funds were collected through Crime Control District for the Justice Center
 - Made \$65,144.83 of payments for the General Obligation Refunding Bond fund - funds were collected through property taxes for the Fire Truck purchase

FY2012-13

- Goals:
 - To make a total annual payment of \$267,595 for the Justice Center - last payment FY 2013-2014
 - To make a total annual payment of \$64,398 for the Fire Truck - last payment - FY 2020-2021

56 - Sewer Fund

Mission Statement

To provide safe, reliable and economical waste water treatment and distribution services to all city residents and commercial properties through contracts with San Antonio Water System (SAWS).

REVENUES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
56-310-100	MISC REVENUE		-	-	1,788	-
56-360-000	INTEREST EARNINGS	10	10	5	1,788	-
56-381-300	WASTEWATER USER FEES	471,000	437,806	257,029	420,762	33,194
56-381-301	BILLING ADJUSTMENTS	(9,000)	(2,500)	(750)	(6,548)	(6,500)
	TOTAL REVENUE	462,010	435,316	256,284	416,002	26,694

EXPENSES

Account Number	Account Number	FY2012/13	FY 2011/12	as of 5-24-12	FY2010/2011	Inc/Dec
56-490-345	STORM WATER MINOR TOOLS & EQUI	36,000	24,000	19,145	15,788	12,000
56-490-406	BILLING SERVICES	6,800	6,816	3,704	6,683	(16)
56-490-416	ENGINEERING SERVICES	4,000	8,000	2,250	6,493	(4,000)
56-490-422	CONTRACT MAINTENANCE SERVICE	2,000	2,000	-	-	-
56-490-424	OTHER PROFESSIONAL SERVICES	2,000	4,000	648	2,710	(2,000)
56-490-442	REPAIR/MAINTENANCE EXPENSE	8,210	11,500	100	325	(3,290)
56-490-446	TRANSPORT & TREATMENT SERVICES	398,000	372,000	231,386	370,354	26,000
56-490-498	OTHER CHARGES		4,000	24	10	(4,000)
56-490-499	DEPRECIATION EXPENSE	5,000	5,000		2,382	-
56-490-550	CAPITAL OUTLAY-IMPROV O/BLDGS					-
	TOTAL EXPENSES	462,010	437,316	257,256	404,744	24,694

REVENUE OVER EXPENSES	0	(2,000)	(972)	11,257	2,000
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Fund Description - The Sewer Operation & Maintenance Fund is an enterprise fund used to account for the wastewater collection and disposal system owned and operated by the City. The intent of the governing body in the establishment of this fund is to insure that the costs of providing this required service to the general public on a continuing basis be financed or received through user fees and charges. The City owns and operates an internal collection system of sewer mains and contracts with SAWS for the transportation and treatment of the wastewater generated within the City.

FY2011-12

- Accomplishments:
 - Maintained sewer fees throughout FY 2011-12
 - Contracted with Givler Engineer to meet MS4 Storm Water requirements

FY2012-13

- Goals:
 - Reevaluate the sewer fees with SAWS
 - Continue to meet Storm Water requirements

Glossary of Terms

Accounts Payable – A short-term liability account reflecting amounts owed to private persons or organizations for goods and services received by a government.

Accounts Receivable – An asset account reflecting amounts owed by private individuals or organizations for goods and services furnished by a government.

Accrual Basis – Accrual basis accounting provides for recording revenues when earned and expense when incurred.

Ad Valorem – A tax based on the value of real (land and buildings) and personal (equipment and furniture) property.

Appropriation – A legal authorization granted by a legislative body (City Council) to make expenditures and to incur obligations for designated purpose.

Assessed Valuation – A valuation set upon real estate or other property by a government as a basis for levying taxes. (Bexar County Appraisal District)

ATS Administration – Account used to fund the administration of the Traffic Safety Fund. These expenses are accounted for before the state receives their portion of revenue.

Balanced Budget – The expenses/expenditures do not exceed the budgeted revenue plus the unreserved fund balance.

Bond – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

Budget – A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed expenditures for a given period and the proposed means of financing them.

Budget Amendment – To amend or increase the original adopted budget of the governmental entity by members of the governmental entity's board or council.

Capital Projects Fund – a fund created to account for financial resources to be used for the purchase or construction of major capital facilities or equipment.

Contractual Services – The costs related to services performed for the city by individuals, business, or utilities.

CDBG – Community Development Block grant, which is an annual federal grant that can be used to revitalize neighborhoods and expand affordable housing.

Cost – The amount of money or other consideration exchanged for goods or services. Cost may be incurred even before money is paid; that is, as soon as a liability is incurred.

Crime Control Fund – Is funded by a portion of the sales tax and was created to help fight crime. This fund is controlled by the Crime Control District Board, which was formed by the City Council. This tax was approved by the citizens.

Debt Service Fund – A fund used to account for the monies set aside for the payment of interest and principal to holders of the City's general obligation and revenue bonds, the sale of which finances long term capital improvements, such as facilities, streets and drainage, parks and water/wastewater systems.

Depreciation – All costs associated with the acquisition of fixed assets are amortized over the expected useful life of the asset.

Encumbrances – Commitments related to unperformed contracts for goods or services. Used in budgeting, encumbrances are not GAAP expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

Exempt – Personnel who are not eligible to receive overtime pay per the Fair Labor Standards Act (FLSA). Flexible time off may be granted, at the discretion of the department head, as partial compensation for overtime hours worked.

Glossary of Terms - continued

Expenditures – decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service and capital outlays.

Fiscal Year – A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. (Oct – Sep)

Fixed Assets – Long-lived tangible assets such as land, buildings, building improvements, machinery, and equipment.

Franchise – A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Franchise Fee – A fee paid by public service utilities for use of public property in providing their services.

Fund – a fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, together with all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance – The difference between governmental fund assets and liabilities also referred to as fund equity.

General Fund – The fund used to account for all financial resources, except those required to be accounted for in another fund.

General Ledger – a record containing the accounts needed to reflect the financial position and the results of operations

of a government. In double entry bookkeeping, the debits and credits in the general ledger are equal; therefore, the debit balances equal the credit balances.

Governmental Funds – Those funds through which most governmental functions typically are financed. The acquisition, used and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects and Debt Service funds).

Grant – A contribution by a government or other organization to support a particular function. Grants may be classified as categorical or block depending upon the amount of discretion allowed the grantee.

Infrastructure – The underlying permanent foundation or basic framework e.g. streets, sewer public building and parks.

Liabilities – Debt or other legal obligation arising out of transaction in the past, which must be liquidated, renewed or refunded.

Maintenance – The upkeep of physical properties in condition for use or occupancy.

Non-Exempt – Personnel eligible to receive overtime pay or compensatory pay per FLSA when overtime work has been authorized or required by the supervisor.

Operating Budget – Plans of current expenditures and the propose means of financing the. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities for the City are controlled. State law requires the use of annual operating budgets.

Ordinance – A formal legislative enactment by the governing board of a municipality. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally required ordinances.

Reserve – An account used to indicate that a portion of fund resources is restricted for a specific purpose, or is not available for appropriation and subsequent spending.

Revenues – Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers.

Glossary of Terms - continued

RFP – Request for Proposal

SAWS – San Antonio Water System provides water and sewer services via a contract with the City.

Supplies – a cost category for minor items required by departments to conduct their operations.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as to paying such charges as, for example, sewer service charges.

Traffic Safety Fund – Revenue received from Traffic Safety Camera violations. These funds must be used to fund traffic safety items, to include traffic officers, street lights and minor street construction.

Balcones Heights Pay Table

FY 2012/13

Pay Grade	Years In Grade	Step 1		Step 2		Step 3		Step 4		Step 5		Step 6		Step 7		Step 8		Step 9		Step 10			
		Annual	Biweekly																				
1	0	\$ 22,807.65	\$ 877.22	\$ 23,262.07	\$ 894.70	\$ 23,716.50	\$ 912.17	\$ 24,214.20	\$ 931.32	\$ 24,690.26	\$ 949.63	\$ 25,187.96	\$ 968.77	\$ 25,685.66	\$ 987.91	\$ 26,205.00	\$ 1,007.88	\$ 26,724.34	\$ 1,027.86	\$ 27,243.68	\$ 1,047.83	\$ 27,763.02	\$ 1,067.81
	1	10.97	11.18	11.40	11.64	11.87	12.11	12.35	12.60	12.85	13.10	13.34	13.58	13.83	14.07	14.31	14.55	14.79	15.03	15.27	15.51	15.75	15.99
2	0	\$ 23,370.27	\$ 898.86	\$ 23,846.33	\$ 917.17	\$ 24,322.39	\$ 935.48	\$ 24,798.45	\$ 953.79	\$ 25,296.15	\$ 972.93	\$ 25,815.49	\$ 992.90	\$ 26,334.83	\$ 1,012.88	\$ 26,854.17	\$ 1,032.85	\$ 27,395.15	\$ 1,053.66	\$ 27,936.13	\$ 1,074.47	\$ 28,477.11	\$ 1,095.28
	1	11.24	11.46	11.69	11.92	12.16	12.41	12.66	12.91	13.17	13.42	13.67	13.92	14.17	14.42	14.67	14.92	15.17	15.42	15.67	15.92	16.17	16.42
3	0	\$ 23,976.17	\$ 922.16	\$ 24,452.23	\$ 940.47	\$ 24,928.29	\$ 958.78	\$ 25,447.63	\$ 978.75	\$ 25,945.33	\$ 997.90	\$ 26,464.67	\$ 1,017.87	\$ 27,005.64	\$ 1,038.68	\$ 27,546.62	\$ 1,059.49	\$ 28,087.60	\$ 1,080.29	\$ 28,671.86	\$ 1,102.76	\$ 29,256.12	\$ 1,125.23
	1	11.53	11.76	11.98	12.23	12.47	12.72	12.98	13.24	13.50	13.76	14.02	14.28	14.54	14.80	15.06	15.32	15.58	15.84	16.10	16.36	16.62	16.88
4	0	\$ 24,560.42	\$ 944.63	\$ 25,058.12	\$ 963.77	\$ 25,555.82	\$ 982.92	\$ 26,053.52	\$ 1,002.06	\$ 26,594.50	\$ 1,022.87	\$ 27,113.84	\$ 1,042.84	\$ 27,654.82	\$ 1,063.65	\$ 28,217.44	\$ 1,085.29	\$ 28,780.05	\$ 1,106.93	\$ 29,364.31	\$ 1,129.40	\$ 29,933.18	\$ 1,152.87
	1	11.81	12.05	12.29	12.53	12.79	13.04	13.30	13.57	13.84	14.11	14.37	14.63	14.89	15.15	15.41	15.67	15.93	16.19	16.45	16.71	16.97	17.23
5	0	\$ 25,187.96	\$ 968.77	\$ 25,685.66	\$ 987.91	\$ 26,205.00	\$ 1,007.88	\$ 26,724.34	\$ 1,027.86	\$ 27,243.68	\$ 1,047.83	\$ 27,806.29	\$ 1,069.47	\$ 28,347.27	\$ 1,090.28	\$ 28,931.53	\$ 1,112.75	\$ 29,494.15	\$ 1,134.39	\$ 29,936.31	\$ 1,156.86	\$ 30,477.11	\$ 1,179.33
	1	12.11	12.35	12.60	12.85	13.10	13.37	13.63	13.91	14.18	14.46	14.74	15.01	15.29	15.57	15.85	16.13	16.41	16.69	16.97	17.25	17.53	17.81
6	0	\$ 25,837.13	\$ 993.74	\$ 26,356.47	\$ 1,013.71	\$ 26,875.81	\$ 1,033.68	\$ 27,416.79	\$ 1,054.49	\$ 27,957.77	\$ 1,075.30	\$ 28,498.75	\$ 1,096.11	\$ 29,083.00	\$ 1,118.58	\$ 29,645.62	\$ 1,140.22	\$ 30,251.52	\$ 1,163.52	\$ 30,835.77	\$ 1,185.99	\$ 31,427.02	\$ 1,209.26
	1	12.42	12.67	12.92	13.18	13.44	13.70	13.98	14.25	14.54	14.82	15.10	15.38	15.66	15.94	16.22	16.50	16.78	17.06	17.34	17.62	17.90	18.18
7	0	\$ 26,484.67	\$ 1,017.87	\$ 27,005.64	\$ 1,038.68	\$ 27,546.62	\$ 1,059.49	\$ 28,087.60	\$ 1,080.29	\$ 28,671.86	\$ 1,102.76	\$ 29,234.48	\$ 1,124.40	\$ 29,840.37	\$ 1,147.71	\$ 30,424.63	\$ 1,170.18	\$ 31,052.16	\$ 1,194.31	\$ 31,658.06	\$ 1,217.62	\$ 32,247.58	\$ 1,245.13
	1	12.72	12.98	13.24	13.50	13.78	14.06	14.35	14.63	14.93	15.22	15.51	15.80	16.09	16.38	16.67	16.96	17.25	17.54	17.83	18.12	18.41	18.70
8	0	\$ 27,135.48	\$ 1,043.67	\$ 27,676.46	\$ 1,064.48	\$ 28,239.08	\$ 1,086.12	\$ 28,801.69	\$ 1,107.76	\$ 29,385.95	\$ 1,130.23	\$ 29,970.21	\$ 1,152.70	\$ 30,576.10	\$ 1,176.00	\$ 31,182.00	\$ 1,199.31	\$ 31,809.53	\$ 1,223.44	\$ 32,437.07	\$ 1,247.58	\$ 33,077.61	\$ 1,271.71
	1	13.05	13.31	13.58	13.85	14.13	14.41	14.70	14.99	15.29	15.59	15.89	16.19	16.49	16.79	17.09	17.39	17.69	17.99	18.29	18.59	18.89	19.19
9	0	\$ 27,827.93	\$ 1,070.31	\$ 28,368.91	\$ 1,091.11	\$ 28,953.17	\$ 1,113.58	\$ 29,515.78	\$ 1,135.22	\$ 30,121.68	\$ 1,158.53	\$ 30,705.94	\$ 1,181.00	\$ 31,333.47	\$ 1,205.13	\$ 31,939.37	\$ 1,228.44	\$ 32,588.54	\$ 1,253.41	\$ 33,216.08	\$ 1,277.54	\$ 33,897.11	\$ 1,302.67
	1	13.38	13.64	13.92	14.19	14.48	14.76	15.06	15.36	15.67	15.97	16.27	16.57	16.87	17.17	17.47	17.77	18.07	18.37	18.67	18.97	19.27	19.57
10	0	\$ 28,498.75	\$ 1,096.11	\$ 29,083.00	\$ 1,118.58	\$ 29,645.62	\$ 1,140.22	\$ 30,251.52	\$ 1,163.52	\$ 30,835.77	\$ 1,185.99	\$ 31,463.31	\$ 1,210.13	\$ 32,090.84	\$ 1,234.26	\$ 32,718.38	\$ 1,258.40	\$ 33,389.19	\$ 1,284.20	\$ 34,060.00	\$ 1,310.00	\$ 34,772.51	\$ 1,335.71
	1	13.70	13.98	14.25	14.54	14.82	15.13	15.43	15.73	16.05	16.38	16.70	17.02	17.34	17.66	17.98	18.30	18.62	18.94	19.26	19.58	19.90	20.22

11	\$	29,212.84	\$	29,818.73	\$	30,402.99	\$	31,030.52	\$	31,636.42	\$	32,285.59	\$	32,934.77	\$	33,583.94	\$	34,254.76	\$	34,947.21	
		1,123.57		1,146.87		1,169.35		1,193.48		1,216.79		1,241.75		1,266.72		1,291.69		1,317.49		1,344.12	
		14.04		14.34		14.62		14.92		15.21		15.52		15.83		16.15		16.47		16.80	
12	\$	29,948.57	\$	30,554.46	\$	31,160.36	\$	31,787.89	\$	32,415.43	\$	33,064.60	\$	33,735.42	\$	34,384.59	\$	35,077.04	\$	35,791.13	
		1,151.87		1,175.17		1,198.48		1,222.61		1,246.75		1,271.72		1,297.52		1,322.48		1,349.12		1,376.58	
		14.40		14.69		14.98		15.28		15.58		15.90		16.22		16.53		16.86		17.21	
13	\$	30,705.94	\$	31,333.47	\$	31,939.37	\$	32,588.54	\$	33,216.08	\$	33,886.89	\$	34,579.34	\$	35,271.80	\$	35,964.25	\$	36,678.34	
		1,181.00		1,205.13		1,228.44		1,253.41		1,277.54		1,303.34		1,329.97		1,356.61		1,383.24		1,410.71	
		14.76		15.06		15.36		15.67		15.97		16.29		16.62		16.96		17.29		17.63	
14	\$	31,484.95	\$	32,134.12	\$	32,761.66	\$	33,432.47	\$	34,103.28	\$	34,774.10	\$	35,466.55	\$	36,180.64	\$	36,916.37	\$	37,652.10	
		1,210.96		1,235.93		1,260.06		1,285.86		1,311.66		1,337.47		1,364.10		1,391.56		1,419.86		1,448.16	
		15.14		15.45		15.75		16.07		16.40		16.72		17.05		17.39		17.75		18.10	
15	\$	32,263.96	\$	32,913.13	\$	33,562.30	\$	34,233.12	\$	34,925.57	\$	35,639.66	\$	36,332.11	\$	37,067.84	\$	37,803.57	\$	38,560.94	
		1,240.92		1,265.89		1,290.86		1,316.66		1,343.29		1,370.76		1,397.39		1,425.69		1,453.98		1,483.11	
		15.51		15.82		16.14		16.46		16.79		17.13		17.47		17.82		18.17		18.54	
16	\$	33,064.60	\$	33,735.42	\$	34,384.59	\$	35,077.04	\$	35,791.13	\$	36,505.23	\$	37,240.96	\$	37,998.33	\$	38,734.06	\$	39,513.07	
		1,271.72		1,297.52		1,322.48		1,349.12		1,376.58		1,404.05		1,432.34		1,461.47		1,489.77		1,519.73	
		15.90		16.22		16.53		16.86		17.21		17.55		17.90		18.27		18.62		19.00	
17	\$	33,886.89	\$	34,579.34	\$	35,271.80	\$	35,964.25	\$	36,678.34	\$	37,414.07	\$	38,171.44	\$	38,928.81	\$	39,707.82	\$	40,508.47	
		1,303.34		1,329.97		1,356.61		1,383.24		1,410.71		1,439.00		1,468.13		1,497.26		1,527.22		1,558.02	
		16.29		16.62		16.96		17.29		17.63		17.99		18.35		18.72		19.09		19.48	
18	\$	34,730.82	\$	35,423.27	\$	36,137.36	\$	36,873.09	\$	37,608.82	\$	38,344.55	\$	39,123.56	\$	39,902.57	\$	40,703.22	\$	41,547.15	
		1,335.80		1,362.43		1,389.90		1,418.20		1,446.49		1,474.79		1,504.75		1,534.71		1,565.51		1,597.97	
		16.70		17.03		17.37		17.73		18.08		18.43		18.81		19.18		19.57		19.97	
19	\$	35,618.02	\$	36,310.47	\$	37,046.20	\$	37,781.94	\$	38,539.31	\$	39,318.31	\$	40,097.32	\$	40,897.97	\$	41,720.26	\$	42,542.55	
		1,369.92		1,396.56		1,424.85		1,453.15		1,482.28		1,512.24		1,542.20		1,573.00		1,604.63		1,636.25	
		17.12		17.46		17.81		18.16		18.53		18.90		19.28		19.66		20.06		20.45	
	Fire	\$	13.05	\$	13.31	\$	13.58	\$	13.85	\$	14.13	\$	14.41	\$	14.70	\$	14.99	\$	15.29	\$	15.59
20	\$	36,505.23	\$	37,240.96	\$	37,998.33	\$	38,734.06	\$	39,513.07	\$	40,313.71	\$	41,136.00	\$	41,958.29	\$	42,802.22	\$	43,646.14	
		1,404.05		1,432.34		1,461.47		1,489.77		1,519.73		1,550.53		1,582.15		1,613.78		1,646.24		1,678.70	
		17.55		17.90		18.27		18.62		19.00		19.38		19.78		20.17		20.58		20.98	
21	\$	37,414.07	\$	38,171.44	\$	38,928.81	\$	39,707.82	\$	40,508.47	\$	41,309.11	\$	42,131.40	\$	42,975.33	\$	43,840.89	\$	44,728.10	
		1,439.00		1,468.13		1,497.26		1,527.22		1,558.02		1,588.81		1,620.44		1,652.90		1,686.19		1,720.31	
		17.99		18.35		18.72		19.09		19.48		19.86		20.26		20.66		21.08		21.50	

22	\$	38,344.55	\$	39,123.56	\$	39,902.57	\$	40,703.22	\$	41,547.15	\$	42,369.43	\$	43,213.36	\$	44,078.92	\$	44,966.13	\$	45,874.97
		1,474.79		1,504.75		1,534.71		1,565.51		1,597.97		1,629.59		1,662.05		1,695.34		1,729.47		1,764.42
		18.43		18.81		19.18		19.57		19.97		20.37		20.78		21.19		21.62		22.06
23	\$	39,318.31	\$	40,097.32	\$	40,897.97	\$	41,720.26	\$	42,542.55	\$	43,386.47	\$	44,273.68	\$	45,160.88	\$	46,048.09	\$	46,956.93
		1,512.24		1,542.20		1,573.00		1,604.63		1,636.25		1,668.71		1,702.83		1,736.96		1,771.08		1,806.04
		18.90		19.28		19.66		20.06		20.45		20.86		21.29		21.71		22.14		22.58
24	\$	40,292.08	\$	41,092.72	\$	41,936.65	\$	42,780.58	\$	43,624.50	\$	44,490.07	\$	45,377.27	\$	46,307.76	\$	47,216.60	\$	48,147.08
		1,549.70		1,580.49		1,612.95		1,645.41		1,677.87		1,711.16		1,745.28		1,781.07		1,816.02		1,851.81
		19.37		19.76		20.16		20.57		20.97		21.39		21.82		22.26		22.70		23.15
25	\$	41,309.11	\$	42,131.40	\$	42,975.33	\$	43,840.89	\$	44,728.10	\$	45,615.30	\$	46,524.15	\$	47,476.27	\$	48,406.75	\$	49,368.87
		1,588.81		1,620.44		1,652.90		1,686.19		1,720.31		1,754.43		1,789.39		1,826.01		1,861.80		1,898.42
		19.86		20.26		20.66		21.08		21.50		21.93		22.37		22.83		23.27		23.73
26	\$	42,347.79	\$	43,191.72	\$	44,057.29	\$	44,922.85	\$	45,810.06	\$	46,740.54	\$	47,671.02	\$	48,644.78	\$	49,596.90	\$	50,592.31
		1,628.76		1,661.22		1,694.51		1,727.80		1,761.93		1,797.71		1,833.50		1,870.95		1,907.57		1,945.86
		20.36		20.77		21.18		21.60		22.02		22.47		22.92		23.39		23.84		24.32
	\$	15.52	\$	15.83	\$	16.15	\$	16.47	\$	16.79	\$	17.13	\$	17.47	\$	17.83	\$	18.18	\$	18.54
27	\$	43,386.47	\$	44,273.68	\$	45,160.88	\$	46,048.09	\$	46,956.93	\$	47,909.05	\$	48,861.17	\$	49,856.57	\$	50,851.97	\$	51,869.01
		1,668.71		1,702.83		1,736.96		1,771.08		1,806.04		1,842.66		1,879.28		1,917.56		1,955.85		1,994.96
		20.86		21.29		21.71		22.14		22.58		23.03		23.49		23.97		24.45		24.94
28	\$	44,468.43	\$	45,355.63	\$	46,286.12	\$	47,194.96	\$	48,125.44	\$	49,099.20	\$	50,072.97	\$	51,090.01	\$	52,107.04	\$	53,167.36
		1,710.32		1,744.45		1,780.24		1,815.19		1,850.98		1,888.43		1,925.88		1,965.00		2,004.12		2,044.90
		21.38		21.81		22.25		22.69		23.14		23.61		24.07		24.56		25.05		25.56
29	\$	45,593.66	\$	46,502.51	\$	47,454.63	\$	48,385.11	\$	49,337.24	\$	50,332.64	\$	51,328.04	\$	52,366.71	\$	53,427.03	\$	54,508.99
		1,753.60		1,788.56		1,825.18		1,860.97		1,897.59		1,935.87		1,974.16		2,014.10		2,054.89		2,096.50
		21.92		22.36		22.81		23.26		23.72		24.20		24.68		25.18		25.69		26.21
30	\$	46,740.54	\$	47,671.02	\$	48,644.78	\$	49,596.90	\$	50,592.31	\$	51,587.71	\$	52,626.38	\$	53,665.06	\$	54,747.02	\$	55,850.62
		1,797.71		1,833.50		1,870.95		1,907.57		1,945.86		1,984.14		2,024.09		2,064.04		2,105.65		2,148.10
		22.47		22.92		23.39		23.84		24.32		24.80		25.30		25.80		26.32		26.85
31	\$	47,909.05	\$	48,861.17	\$	49,856.57	\$	50,851.97	\$	51,869.01	\$	52,886.05	\$	53,946.37	\$	55,028.33	\$	56,131.92	\$	57,257.16
		1,842.66		1,879.28		1,917.56		1,955.85		1,994.96		2,034.08		2,074.86		2,116.47		2,158.92		2,202.20
		23.03		23.49		23.97		24.45		24.94		25.43		25.94		26.46		26.99		27.53
32	\$	49,099.20	\$	50,072.97	\$	51,090.01	\$	52,107.04	\$	53,167.36	\$	54,227.68	\$	55,309.64	\$	56,391.59	\$	57,516.83	\$	58,663.70
		1,888.43		1,925.88		1,965.00		2,004.12		2,044.90		2,085.68		2,127.29		2,168.91		2,212.19		2,256.30
		23.61		24.07		24.56		25.05		25.56		26.07		26.59		27.11		27.65		28.20
33	\$	50,332.64	\$	51,328.04	\$	52,366.71	\$	53,427.03	\$	54,508.99	\$	55,590.95	\$	56,716.18	\$	57,863.06	\$	59,031.57	\$	60,221.72
		1,935.87		1,974.16		2,014.10		2,054.89		2,096.50		2,138.11		2,181.39		2,225.50		2,270.44		2,316.22
		24.20		24.68		25.18		25.69		26.21		26.73		27.27		27.82		28.38		28.95

34	\$	51,587.71	\$	52,626.38	\$	53,665.06	\$	54,747.02	\$	55,850.62	\$	56,975.85	\$	58,122.73	\$	59,291.24	\$	60,481.39	\$	61,693.18
		1,984.14		2,024.09		2,064.04		2,105.65		2,148.10		2,191.38		2,235.49		2,280.43		2,326.21		2,372.81
		24.80		25.30		25.80		26.32		26.85		27.39		27.94		28.51		29.08		29.66
35	\$	52,864.41	\$	53,924.73	\$	55,006.69	\$	56,110.29	\$	57,213.88	\$	58,360.76	\$	59,529.27	\$	60,719.42	\$	61,931.21	\$	63,186.28
		2,033.25		2,074.03		2,115.64		2,158.09		2,200.53		2,244.64		2,289.59		2,335.36		2,381.97		2,430.24
		25.42		25.93		26.45		26.98		27.51		28.06		28.62		29.19		29.77		30.38
36	\$	54,206.04	\$	55,266.36	\$	56,369.96	\$	57,495.19	\$	58,642.06	\$	59,810.58	\$	61,000.73	\$	62,212.52	\$	63,445.95	\$	64,701.02
		2,084.85		2,125.63		2,168.08		2,211.35		2,255.46		2,300.41		2,346.18		2,392.79		2,440.23		2,488.50
		26.06		26.57		27.10		27.64		28.19		28.76		29.33		29.91		30.50		31.11
37	\$	55,547.67	\$	56,672.90	\$	57,819.78	\$	58,988.29	\$	60,178.44	\$	61,390.24	\$	62,623.67	\$	63,878.74	\$	65,177.08	\$	66,475.43
		2,136.45		2,179.73		2,223.84		2,268.78		2,314.56		2,361.16		2,408.60		2,456.87		2,506.81		2,556.75
		26.71		27.25		27.80		28.36		28.93		29.51		30.11		30.71		31.34		31.96
38	\$	56,954.21	\$	58,101.09	\$	59,269.60	\$	60,459.75	\$	61,671.54	\$	62,904.97	\$	64,160.04	\$	65,436.75	\$	66,756.74	\$	68,076.73
		2,190.55		2,234.66		2,279.60		2,325.38		2,371.98		2,419.42		2,467.69		2,516.80		2,567.57		2,618.34
		27.38		27.93		28.49		29.07		29.65		30.24		30.85		31.46		32.09		32.73
39	\$	58,360.76	\$	59,529.27	\$	60,719.42	\$	61,931.21	\$	63,186.28	\$	64,441.35	\$	65,718.06	\$	67,016.41	\$	68,379.68	\$	69,742.94
		2,244.64		2,289.59		2,335.36		2,381.97		2,430.24		2,478.51		2,527.62		2,577.55		2,629.99		2,682.42
		28.06		28.62		29.19		29.77		30.38		30.98		31.60		32.22		32.87		33.53
40	\$	59,832.22	\$	61,022.37	\$	62,234.16	\$	63,467.59	\$	64,744.30	\$	66,042.65	\$	67,362.64	\$	68,725.90	\$	70,089.17	\$	71,495.71
		2,301.24		2,347.01		2,393.62		2,441.06		2,490.17		2,540.10		2,590.87		2,643.30		2,695.74		2,749.84
		28.77		29.34		29.92		30.51		31.13		31.75		32.39		33.04		33.70		34.37
41	\$	61,325.32	\$	62,558.75	\$	63,813.82	\$	65,090.53	\$	66,410.52	\$	67,730.50	\$	69,093.77	\$	70,457.03	\$	71,885.22	\$	73,313.40
		2,358.67		2,406.11		2,454.38		2,503.48		2,554.25		2,605.02		2,657.45		2,709.89		2,764.82		2,819.75
		29.48		30.08		30.68		31.29		31.93		32.56		33.22		33.87		34.56		35.25
42	\$	62,861.70	\$	64,116.77	\$	65,393.48	\$	66,713.46	\$	68,033.45	\$	69,375.08	\$	70,781.62	\$	72,209.80	\$	73,637.99	\$	75,109.45
		2,417.76		2,466.03		2,515.13		2,565.90		2,616.67		2,668.27		2,722.37		2,777.30		2,832.23		2,888.82
		30.22		30.83		31.44		32.07		32.71		33.35		34.03		34.72		35.40		36.11
43	\$	64,441.35	\$	65,718.06	\$	67,016.41	\$	68,379.68	\$	69,742.94	\$	71,149.49	\$	72,556.03	\$	74,005.85	\$	75,498.95	\$	77,013.69
		2,478.51		2,527.62		2,577.55		2,629.99		2,682.42		2,736.52		2,790.62		2,846.38		2,903.81		2,962.07
		30.98		31.60		32.22		32.87		33.53		34.21		34.88		35.58		36.30		37.03
44	\$	66,042.65	\$	67,362.64	\$	68,725.90	\$	70,089.17	\$	71,495.71	\$	72,902.26	\$	74,373.72	\$	75,866.82	\$	77,381.56	\$	78,939.58
		2,540.10		2,590.87		2,643.30		2,695.74		2,749.84		2,803.93		2,860.53		2,917.95		2,976.21		3,036.14
		31.75		32.39		33.04		33.70		34.37		35.05		35.76		36.47		37.20		37.95
45	\$	67,687.22	\$	69,028.85	\$	70,413.76	\$	71,841.94	\$	73,270.12	\$	74,741.58	\$	76,234.68	\$	77,771.06	\$	79,329.08	\$	80,908.74
		2,603.35		2,654.96		2,708.22		2,763.15		2,818.08		2,874.68		2,932.10		2,991.19		3,051.12		3,111.87
		32.54		33.19		33.85		34.54		35.23		35.93		36.65		37.39		38.14		38.90

46	\$	69,375.08	\$	70,781.62	\$	72,209.80	\$	73,637.99	\$	75,109.45	\$	76,624.19	\$	78,160.57	\$	79,718.59	\$	81,319.88	\$	82,942.82
		2,668.27		2,722.37		2,777.30		2,832.23		2,888.82		2,947.08		3,006.18		3,066.10		3,127.69		3,190.11
		33.35		34.03		34.72		35.40		36.11		36.84		37.58		38.33		39.10		39.88
47	\$	71,127.85	\$	72,534.39	\$	73,984.21	\$	75,477.31	\$	76,992.05	\$	78,528.43	\$	80,108.09	\$	81,709.39	\$	83,332.32	\$	84,998.54
		2,735.69		2,789.78		2,845.55		2,902.97		2,961.23		3,020.32		3,081.08		3,142.67		3,205.09		3,269.17
		34.20		34.87		35.57		36.29		37.02		37.75		38.51		39.28		40.06		40.86
48	\$	72,902.26	\$	74,373.72	\$	75,866.82	\$	77,381.56	\$	78,939.58	\$	80,519.23	\$	82,120.53	\$	83,765.10	\$	85,431.32	\$	87,162.45
		2,803.93		2,860.53		2,917.95		2,976.21		3,036.14		3,096.89		3,158.48		3,221.73		3,285.82		3,352.40
		35.05		35.76		36.47		37.20		37.95		38.71		39.48		40.27		41.07		41.91
49	\$	74,741.58	\$	76,234.68	\$	77,771.06	\$	79,329.08	\$	80,908.74	\$	82,531.67	\$	84,176.25	\$	85,864.10	\$	87,595.23	\$	89,348.00
		2,874.68		2,932.10		2,991.19		3,051.12		3,111.87		3,174.30		3,237.55		3,302.47		3,369.05		3,436.46
		35.93		36.65		37.39		38.14		38.90		39.68		40.47		41.28		42.11		42.96
50	\$	76,624.19	\$	78,160.57	\$	79,718.59	\$	81,319.88	\$	82,942.82	\$	84,587.39	\$	86,275.24	\$	88,006.38	\$	89,759.15	\$	91,555.19
		2,947.08		3,006.18		3,066.10		3,127.69		3,190.11		3,253.36		3,318.28		3,384.86		3,452.27		3,521.35
		36.84		37.58		38.33		39.10		39.88		40.67		41.48		42.31		43.15		44.02
51	\$	78,539.79	\$	80,114.58	\$	81,711.55	\$	83,352.88	\$	85,016.39	\$	86,702.08	\$	88,432.13	\$	90,206.53	\$	92,003.12	\$	93,844.07
		3,020.76		3,081.33		3,142.75		3,205.88		3,269.86		3,334.70		3,401.24		3,469.48		3,538.58		3,609.39
		37.76		38.52		39.28		40.07		40.87		41.68		42.52		43.37		44.23		45.12
52	\$	80,503.29	\$	82,117.45	\$	83,754.34	\$	85,436.70	\$	87,141.80	\$	88,869.63	\$	90,642.93	\$	92,461.70	\$	94,303.20	\$	96,190.18
		3,096.28		3,158.36		3,221.32		3,286.03		3,351.61		3,418.06		3,486.27		3,556.22		3,627.05		3,699.62
		38.70		39.48		40.27		41.08		41.90		42.73		43.58		44.45		45.34		46.25
53	\$	82,515.87	\$	84,170.38	\$	85,848.20	\$	87,572.62	\$	89,320.34	\$	91,091.37	\$	92,909.00	\$	94,773.24	\$	96,660.78	\$	98,594.93
		3,173.69		3,237.32		3,301.85		3,368.18		3,435.40		3,503.51		3,573.42		3,645.12		3,717.72		3,792.11
		39.67		40.47		41.27		42.10		42.94		43.79		44.67		45.56		46.47		47.40
54	\$	84,578.77	\$	86,274.64	\$	87,994.40	\$	89,761.93	\$	91,553.35	\$	93,368.65	\$	95,231.73	\$	97,142.57	\$	99,077.30	\$	101,059.80
		3,253.03		3,318.26		3,384.40		3,452.38		3,521.28		3,591.10		3,662.76		3,736.25		3,810.67		3,886.92
		40.66		41.48		42.31		43.15		44.02		44.89		45.78		46.70		47.63		48.59
55	\$	86,693.24	\$	88,431.51	\$	90,194.26	\$	92,005.98	\$	93,842.18	\$	95,702.87	\$	97,612.52	\$	99,571.14	\$	101,554.23	\$	103,586.30
		3,334.36		3,401.21		3,469.01		3,538.69		3,609.31		3,680.88		3,754.33		3,829.66		3,905.93		3,984.09
		41.68		42.52		43.36		44.23		45.12		46.01		46.93		47.87		48.82		49.80
56	\$	88,860.57	\$	90,642.30	\$	92,449.12	\$	94,306.13	\$	96,188.24	\$	98,095.44	\$	100,052.83	\$	102,060.41	\$	104,093.09	\$	106,175.96
		3,417.71		3,486.24		3,555.74		3,627.16		3,699.55		3,772.90		3,848.19		3,925.40		4,003.58		4,083.69
		42.72		43.58		44.45		45.34		46.24		47.16		48.10		49.07		50.04		51.05
57	\$	91,082.08	\$	92,908.35	\$	94,760.35	\$	96,663.78	\$	98,592.94	\$	100,547.83	\$	102,554.15	\$	104,611.92	\$	106,695.42	\$	108,830.35
		3,503.16		3,573.40		3,644.63		3,717.84		3,792.04		3,867.22		3,944.39		4,023.54		4,103.67		4,185.78
		43.79		44.67		45.56		46.47		47.40		48.34		49.30		50.29		51.30		52.32

Police Officer

ATS Admin and Investigators (8-4:30)

Based on 80

	Annual	Bi-Weekly	Hourly
Starting Pay	36,327.23	1,397.20	17.4650
After 1 year	37,053.78	1,425.15	17.8143
After 2 year	37,794.86	1,453.65	18.1706
After 3 year	38,550.75	1,482.72	18.5340
After 5 year	39,321.77	1,512.38	18.9047
After 7 year	40,108.21	1,542.62	19.2828
After 9 year	40,910.36	1,573.48	19.6684
After 12 year	41,728.57	1,604.95	20.0618
After 15 year	42,563.14	1,637.04	20.4631
After 18 year	43,414.41	1,669.78	20.8723

Patrol Officers

Based on 84

	Annual	Bi-Weekly	Hourly
Starting Pay	38,143.60	1,467.06	17.4650
After 1 year	38,906.46	1,496.40	17.8143
After 2 year	39,684.60	1,526.33	18.1706
After 3 year	40,478.29	1,556.86	18.5340
After 5 year	41,287.85	1,587.99	18.9047
After 7 year	42,113.61	1,619.75	19.2828
After 9 year	42,955.88	1,652.15	19.6684
After 12 year	43,815.00	1,685.19	20.0618
After 15 year	44,691.30	1,718.90	20.4631
After 18 year	45,585.12	1,753.27	20.8723

Sergeant/Investigator

ATS Admin and Investigators (8-4:30)

Based on 80

	Annual	Bi-Weekly	Hourly
Starting Pay	46,148.04	1,774.92	22.1866
After 1 year	47,071.00	1,810.42	22.6303
After 2 year	48,012.42	1,846.63	23.0829
After 3 year	48,972.67	1,883.56	23.5446
After 5 year	49,952.13	1,921.24	24.0154
After 7 year	50,951.17	1,959.66	24.4958
After 9 year	51,970.19	1,998.85	24.9857
After 12 year	53,009.59	2,038.83	25.4854
After 15 year	54,069.79	2,079.61	25.9951
After 18 year	55,151.18	2,121.20	26.5150

Patrol Officers

Based on 84

	Annual	Bi-Weekly	Hourly
Starting Pay	48,455.44	1,863.67	22.1866
After 1 year	49,424.55	1,900.94	22.6303
After 2 year	50,413.04	1,938.96	23.0829
After 3 year	51,421.30	1,977.74	23.5446
After 5 year	52,449.73	2,017.30	24.0154
After 7 year	53,498.72	2,057.64	24.4958
After 9 year	54,568.70	2,098.80	24.9857
After 12 year	55,660.08	2,140.77	25.4854
After 15 year	56,773.28	2,183.59	25.9951
After 18 year	57,908.74	2,227.26	26.5150