

BALCONES HEIGHTS

FY 2013-14

ANNUAL BUDGET



AUTHORED BY: Amy Buckert (City Administrator) and Yvonne Griffin (Finance Director)

Budget Committee: Mayor Pro Tem Lamar Gillian and Councilman Miguel Valverde

Presented by the Mayor, City Council and Staff

CITY OF BALCONES HEIGHTS

FY 2013-14 Budget

This budget will raise less revenue from the property taxes than last year's budget by an amount of -2,000 which is less than 1 percent decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$739.66

The members of the governing body voted on the proposal to consider the budget as follows:

For: Councilmembers Slay, Burton and White

Against: Councilmembers Val Verde and Gillian

Absent: None

Property Tax Rate Comparison

	2013-2014	2012-2013
Property Tax Rate	0.572199	0.572199
Effective Tax Rate:	0.584935	0.576736
Effective Maintenance & Operations Tax Rate:	0.573630	0.542271
Rollback Tax Rate:	0.616960	0.585652
Debt Rate:	0.032025	0.034465

Total debt obligation for the City of Balcones Heights secured by property taxes: \$535,275.20 including interest.

Balcones Heights FY 2013-14 Annual Budget

Table of Contents

Mayor and City Council Members	5
City Administrator Budget Letter.....	6
City Ordinance – Adopting Budget.....	8
City Ordinance – Adopting Tax Rate.....	9
City Priorities	10
Fund Structure	11
Budget Recap	12
Revenue Recap – All Funds	13
Expenditures All Funds Recap.....	14
10- General Fund – Revenues	16
Sales Tax Break Down and History	18
Property Tax Break Down and History	19
Major Sources of Expenses – By Fund Type.....	21
10- General Fund - Revenues.....	Error! Bookmark not defined.
10 – General Fund – City Council.....	22
10 – General Fund – Administration.....	23
10 – General Fund – Municipal Court.....	25
10 – General Fund – Public Facilities	27
10 – General Fund – Non - Departmental	27
10 – General Fund – Police Department	28
10 – General Fund – Traffic Safety Administration.....	30
10 – General Fund – Communications.....	32
10 – General Fund - Fire Department.....	34
10 – General Fund – Development Services	36
10 – General Fund – Streets and Grounds Maintenance	38
10 – General Fund – Animal Control	39
10 – General Fund – Weed and Pest Control	39
10 – General Fund – Health and Welfare.....	39
10 – General Fund – Parks and Playground	39
10 – General Fund – Community Center	40
10 – General Fund – Community Initiatives	41
11 – Capital Fund	43

Balcones Heights FY 2013-14 Annual Budget

12 – Federal Forfeiture Account.....	46
13 – State Forfeiture Account.....	47
14 – Street Fund	47
15 – Traffic Safety Fund	50
18 – Crime Control.....	52
20 – Hotel Motel Fund	54
22 – Impound Fund	56
23 – Auction Fund.....	59
24 – Court Security/Technology	60
25 – Equipment Replacement Plan.....	61
27 – CDBG Fund.....	62
36 – Debt Service	65
56 – Sewer Fund.....	68

Mayor and City Council Members



Mayor
Suzanne de Leon



Mayor Pro Temp
Place 4
Lamar Gillian

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.



Place 1
Miguel Valverde



Place 2
Madeline A. Slay



Place 3
Jack Burton



Place 5
Charles White

City Administrator Budget Letter

September 17, 2013

TO: The Honorable Mayor and City Council
FROM: Amy Buckert, City Administrator
RE: FY 2013-2014 Budget

Enclosed is the adopted FY 2013-14 budget approved at the September 16, 2013 Council meeting. This is a balanced budget based on certified taxable value of \$209,709,474 with a Maintenance and Operation rate of \$0.540174 and an Interest and Sinking rate of \$0.032025 for a total 2013 Tax Rate of \$0.572199; the same tax rate as the last two years. 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 2.19%. The budget continues to offer an affordable option for health insurance premiums for the employees. The Council continues to support the step pay program established in FY 2008. Three positions continue to be frozen (not eliminated) pending midyear evaluations 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 2014 totals \$324,323. This amount includes \$224,643 for Beryl Street reconstruction, and \$90,000 for required replacement of Breathing Apparatus for the fire department.

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 the City's maintenance employees. \$20,000 has also been designated for the crack seal annual program.

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

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.

Balcones Heights FY 2013-14 Annual Budget

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 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 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. Funds may only be used on items that enhance child safety, such as crosswalks near schools and playgrounds, education 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 under is for the reconstruction of Beryl Drive.

Debt payments for the Certificates of Obligations issued on the Justice Center in 1999 and the fire truck in 2006, due March 1 and September 1, totaling \$333,090. The Interest and Sinking Fund rate of \$0.032025 will generate the funds needed to make the fire truck payment.

The Sewer Fund is an enterprise fund used to pay for collection and disposal of wastewater. The costs of services 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

City Ordinance – Adopting Budget

ORDINANCE NO. 2013 -16

AN ORDINANCE ADOPTING THE BUDGET DATED SEPTEMBER 16, 2013, FOR THE CITY OF BALCONES HEIGHTS, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013, AND ENDING SEPTEMBER 30, 2014; AND PROVIDING FOR INTRA- AND INTER-DEPARTMENTAL AND FUND TRANSFERS; AND DECLARING AN EFFECTIVE DATE



WHEREAS, the Budget dated September 16, 2013, 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 16, 2013, 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 16, 2013, 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 2013/2014 fiscal year beginning October 1, 2013, and ending September 30, 2014; 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, 2013.

PASSED, APPROVED AND ADOPTED this the 16th day of September, 2013.

Suzanne de Leon
M a y o r

ATTEST:

Delia Flores, TRMC
City Secretary

City Ordinance – Adopting Tax Rate

ORDINANCE NO. 2013-17

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 2013 TAX YEAR

WHEREAS, Section 4 of Article 1642b 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 2013 Tax Year, which rates and total tax revenues from properties on the tax roll in 2013 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 2013 Tax Year and the calculated tax rate for Maintenance and Operation (M&O) is \$0.540174 per one hundred dollar evaluation; and the calculated tax rate for Interest and Sinking Fund (I&S) is \$0.032025 per one hundred dollar valuation; and the calculated EFFECTIVE TAX RATE is \$0.573633 per one hundred dollar evaluation and the calculated ROLL-BACK RATE is \$0.616960 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 2013 Tax Year; and
2. An ad-valorem tax rate of \$0.540174 per one hundred dollar evaluation for Maintenance and Operation (M&O) is hereby adopted for the 2013 Tax Year; and
3. An ad-valorem tax rate of \$0.032025 per one hundred dollar evaluation for Interest and Sinking (I&S) is hereby adopted for the 2013 Tax Year.

PASSED, APPROVED AND ADOPTED in Balcones Heights, Texas this the 16th day of September, 2013.

Suzanne de Leon

Suzanne de Leon
Mayor

ATTEST:

Delia Flores

Delia Flores, TRMC
City Secretary

City Priorities

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

- Establish an 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)

 - Debt Service Fund (36)

- ❖ Proprietary Fund
 - Sewer Fund (56)

Balcones Heights FY 2013-14 Annual Budget

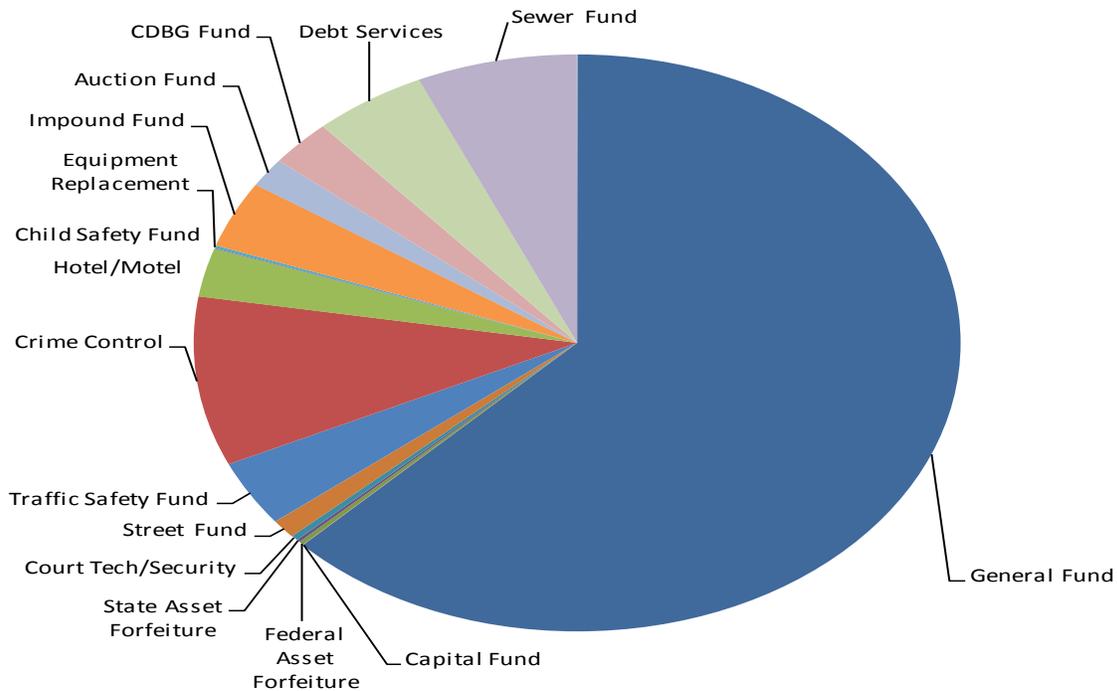
Budget Recap

Fund	Revenues	Expenses	Difference	Transfer In Fund Bal	Transfer Out Fund Bal	Difference
General Fund	4,439,503	4,439,503	0			0
Capital Fund	1,000	324,323	(323,323)	323,323		0
Federal Asset Forfeiture	15,000	15,000	0			0
State Asset Forfeiture	10,000	10,000	0			0
Court Tech/Security	21,020	21,020	0			0
Street Fund	75,150	75,150	0			0
Traffic Safety Fund	263,886	263,886	(0)			(0)
Crime Control	670,150	867,642	(197,492)	209,710		12,218
Hotel/Motel	192,900	192,900	0			0
Child Safety Fund	3,210	1,500	1,710		1,710	0
Equipment Replacement	9,680	9,680	0			0
Impound Fund	264,910	264,910	0			0
Auction Fund	115,210	115,210	0			0
CDBG Fund	187,226	187,226				0
Debt Services	336,590	336,590	0			0
Sewer Fund	479,170	479,170	0			0
Totals	7,084,605	7,603,709	(519,104)	533,033	1,710	12,219

Revenue Recap – All Funds

Department	Revenue	% of Total
General Fund	4,439,503	62.66%
Capital Fund	1,000	0.01%
Federal Asset Forfeiture	15,000	0.21%
State Asset Forfeiture	10,000	0.14%
Court Tech/Security	21,020	0.30%
Street Fund	75,150	1.06%
Traffic Safety Fund	263,886	3.72%
Crime Control	670,150	9.46%
Hotel/Motel	192,900	2.72%
Child Safety Fund	3,210	0.05%
Equipment Replacement	9,680	0.14%
Impound Fund	264,910	3.74%
Auction Fund	115,210	1.63%
CDBG Fund	187,226	2.64%
Debt Services	336,590	4.75%
Sewer Fund	479,170	6.76%

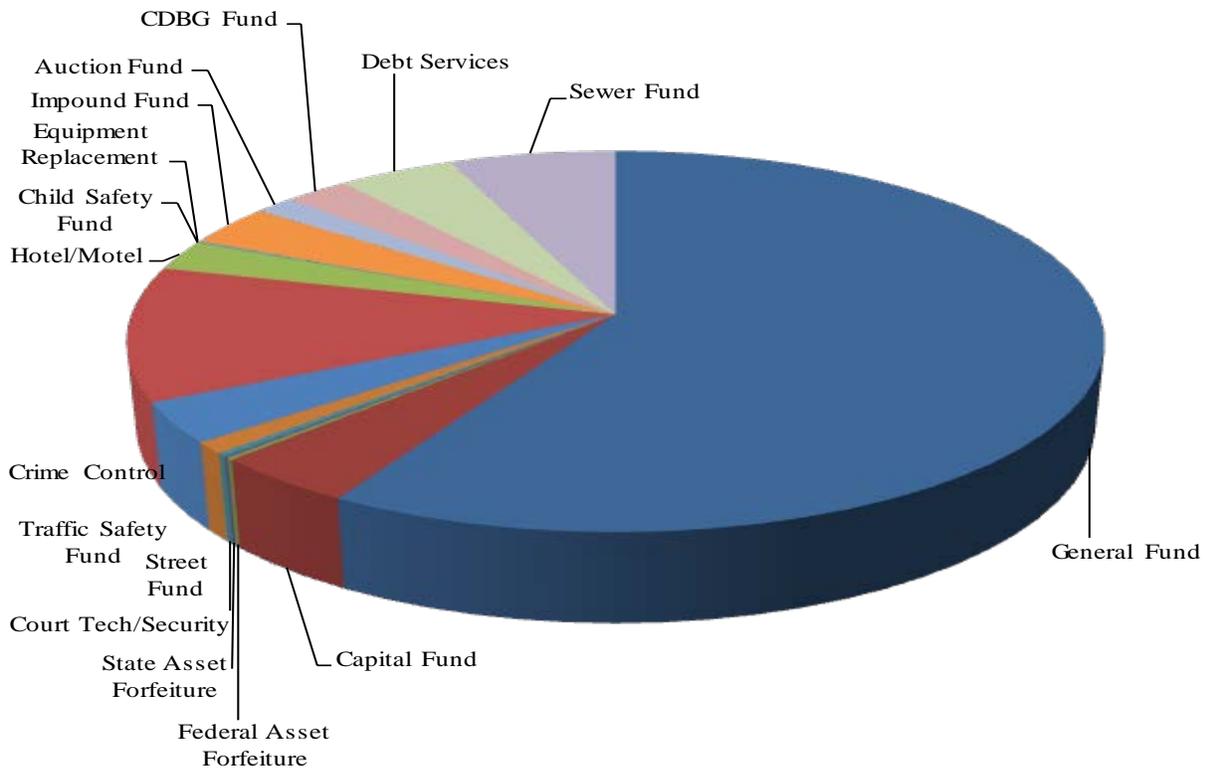
Revenue by Department



Expenditures All Funds Recap

Department	Expenses	% of Total
General Fund	4,439,503	62.66%
Capital Fund	324,323	4.58%
Federal Asset Forfeiture	15,000	0.21%
State Asset Forfeiture	10,000	0.14%
Court Tech/Security	21,020	0.30%
Street Fund	75,150	1.06%
Traffic Safety Fund	263,886	3.72%
Crime Control	867,642	12.25%
Hotel/Motel	192,900	2.72%
Child Safety Fund	1,500	0.02%
Equipment Replacement	9,680	0.14%
Impound Fund	264,910	3.74%
Auction Fund	115,210	1.63%
CDBG Fund	187,226	2.64%
Debt Services	336,590	4.75%
Sewer Fund	479,170	6.76%

Expenses



GENERAL FUND



Balcones Heights FY 2013-14 Annual Budget

10- General Fund – Revenues

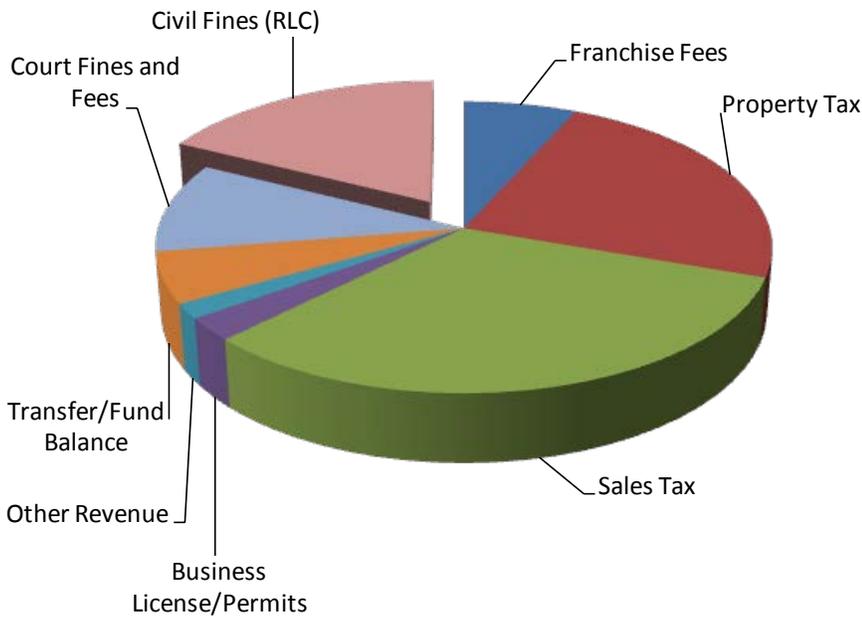
Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-310-110	AD VALOREM TAX	1,037,017	1,044,407	1,034,178	1,035,626	(7,390)
10-318-300	SALES TAX	1,400,000	1,250,000	925,372	1,225,331	150,000
10-318-410	GAS & ELECTRIC FRANCHISE TAX	165,000	165,000	119,102	161,446	0
10-318-430	TELEPHONE FRANCHISE TAX	24,000	24,000	18,315	24,223	0
10-318-440	WATER FRANCHISE TAX	6,000	6,000	5,989	5,845	0
10-318-460	CABLE TV FRANCHISE TAX	35,000	35,000	18,702	28,622	0
10-318-461	1% FRANCHISE FEE (PEG)	2,500	2,500	3,741	6,782	0
10-318-470	BILLBOARD TAX/FEES	21,000	21,000	21,000	21,000	0
10-318-480	GARBAGE FRANCHISE TAX	45,000	45,000	31,805	41,861	0
10-319-110	PENALTY & INTEREST-AD VALOREM	6,000	6,000	4,821	8,356	0
10-320-200	FOOD ESTABLISHMENT LICENSE	12,000	12,000	11,945	12,925	0
10-320-300	COIN OPERATED MACHINE	3,400	3,400	3,270	3,735	0
10-321-100	OCCUPANCY PERMIT	4,000	2,500	6,600	3,225	1,500
10-321-110	BUILDING PERMIT	50,000	70,000	19,449	54,749	(20,000)
10-321-120	ELECTRICAL PERMIT	10,000	15,000	5,053	14,797	(5,000)
10-321-130	PLUMBING PERMIT	5,000	18,000	2,532	8,998	(13,000)
10-321-140	A/C & HEATING PERMIT	17,000	17,000	13,922	17,581	0
10-321-150	LANDSCAPING PERMIT	300	400	291	121	(100)
10-321-160	YARD SALE PERMIT	300	300	225	310	0
10-321-170	PEDDLERS PERMIT	50	50	10	30	0
10-321-300	ANIMAL LICENSE	50	50	36	38	0
10-321-350	CONTRACTOR'S LICENSE	2,500	2,000	2,325	3,975	500
10-321-360	BUSINESS REGISTRATION FEE	5,000	4,000	5,625	5,669	1,000
10-321-400	ALARM PERMITS	1,500	1,500	1,285	1,095	0
10-321-500	SWIMMING POOL PERMIT	900	900	686	1,551	0
10-334-100	STATE MIXED DRINK TAX	30,000	30,000	20,431	29,259	0
10-334-200	STATE COURT COSTS	14,000	14,000	8,456	12,254	0
10-340-100	COURT FEES & CHARGES	45,000	60,000	33,988	56,097	(15,000)
10-340-300	ZONING & SUBDIVISION FEES	800	800	450	8,943	0
10-340-400	PLAN CHECKING FEES	1,000	1,000	150	2,805	0
10-340-600	RETURN CHECK FEE	300	300	154	511	0
10-342-100	SPECIAL POLICE SERVICES	2,000	3,000	1,364	2,104	(1,000)
10-342-200	FIRE DEPT SERVICES	1,000	1,000	0	2,428	0
10-344-500	WEED CLEANING & REMOVAL	50	50	25	57	0
10-345-100	COMMUNITY CENTER USE FEES	6,000	6,000	4,660	5,310	0
10-349-000	OTHER CHARGES	2,000	2,000	0	550	0

Balcones Heights FY 2013-14 Annual Budget

10- General Fund – Revenues (Continued)

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-350-100	COURT FINES	330,000	320,000	207,084	300,042	10,000
10-350-150	WARRANT FEES	55,000	55,000	41,383	34,333	0
10-351-100	CIVIL FINES-(TRAFFIC LIGHTS)	782,437	783,017	478,478	718,436	(580)
10-360-000	INTEREST EARNINGS	1,000	1,000	942	1,073	0
10-364-000	SALE/COMPENSATION FIXED ASSETS	500	500	850	9,400	0
10-365-000	INSURANCE PROCEEDS	0	0	(13,975)	13,975	0
10-370-000	OTHER REVENUES	10,000	60,000	63,452	6,465	(50,000)
10-370-022	TRANS IN - IMPOUND FUND - PD	158,810	240,000	240,000	286,665	(81,190)
10-370-023	TRANS IN - AUCTION FUND - PD	94,090	100,000	100,000	60,000	(5,910)
10-371-200	OTHER SOURCE - NORRIS CENTER	52,000	52,000	51,578	52,222	0
Total Revenues		4,439,503	4,475,674	3,495,747	4,290,821	(36,171)

The following information shows that Sales Tax (32.18%) is the largest revenue source for General Fund followed by Property Tax (23.64%).

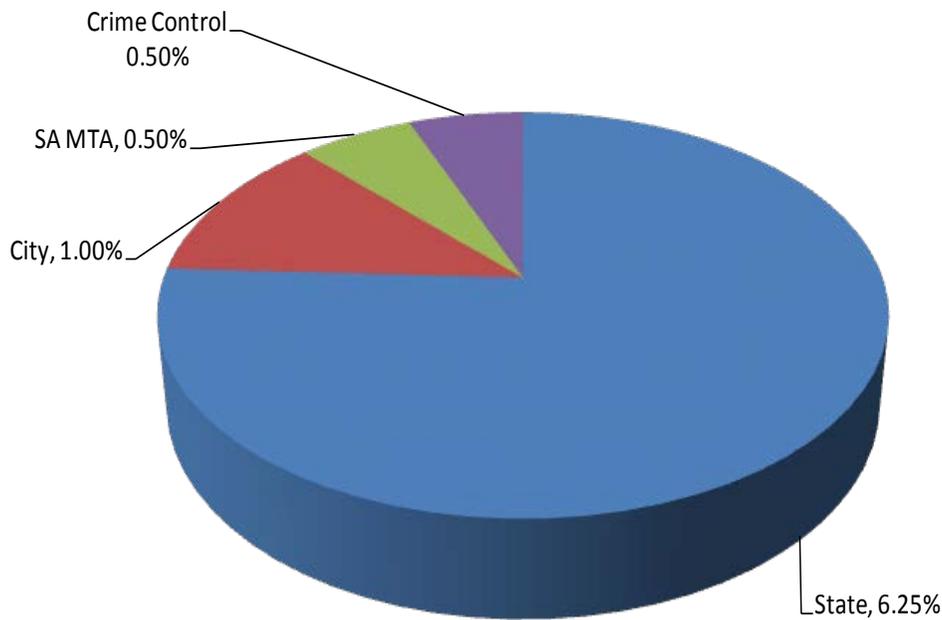


Sales Tax Break Down and History

State Sales and Use Tax is imposed on all retail sales, leases and rentals of most goods, as well as taxable services.

Texas cities, counties, transit authorities and special purpose districts have the option of imposing an additional local sales tax for a combined total of state and local taxes of 8 1/4% (.0825).

The State Comptroller collects all sales taxes. The Comptroller then remits to the city its portion of the taxes with the exception of an administrative cost of 2%. The following chart shows the breakdown of the 8.25% sales tax the consumer pays:



Example:

Item Cost: \$100.00

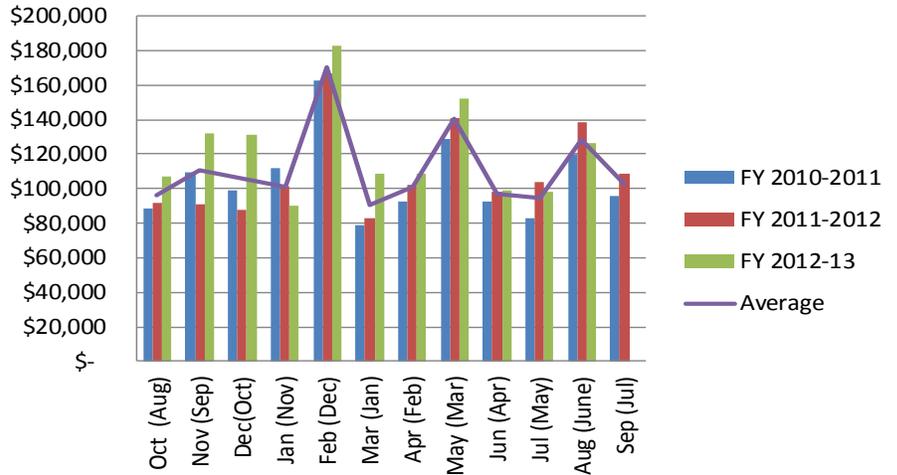
Total Cost w/tax: \$108.25

The city would receive \$0.80 of the tax amount. (\$1.00-2%)

Balcones Heights FY 2013-14 Annual Budget

Sales Tax History

The following charts show the last three (3) years history of sales tax to the General Fund. Sales tax that is paid to the city in March is sales tax that merchants collected in January.



Average Home Value And Tax Amount

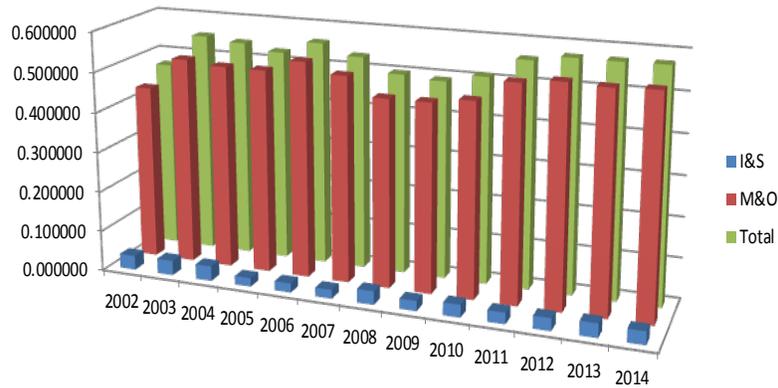
2011	\$81,440	\$466.00
2012	\$78,008	\$446.36
2013	\$76,740	\$440.21

Property Tax Break Down and History

Adopting a property tax rate to support the budget is a major function of City Council. This is accomplished after receipt of certified tax rolls from the chief appraiser and completing/approving a city

budget. There are two functions of the tax rate. Maintenance and Operating (M&O) is the portion that goes into General Fund budget to fund salaries, operating and capital cost. The Interest and Sinking portion (I&S) pays for debt that has been issued. The following is a history of tax rates:

Fiscal Year	Tax Year	I&S	M&O	Total
2002	2001	0.035159	0.434250	0.469409
2003	2002	0.036648	0.515214	0.551862
2004	2003	0.036509	0.505909	0.542418
2005	2004	0.021121	0.505909	0.527030
2006	2005	0.022878	0.535622	0.558500
2007	2006	0.021627	0.510777	0.532404
2008	2007	0.033286	0.465070	0.498356
2009	2008	0.024851	0.465878	0.490729
2010	2009	0.030971	0.479510	0.510481
2011	2010	0.027917	0.530926	0.558843
2012	2011	0.030613	0.541586	0.572199
2013	2012	0.034465	0.537734	0.572199
2014	2013	0.032025	0.541608	0.573633



Other Revenue Sources

The following are additional revenue sources that help make up the General Fund:

Franchise Fees (6.72%) – Revenues received from cable television, electricity, water and telecommunication companies for the use of the city’s rights-of-way, or other city property, to transmit their services.

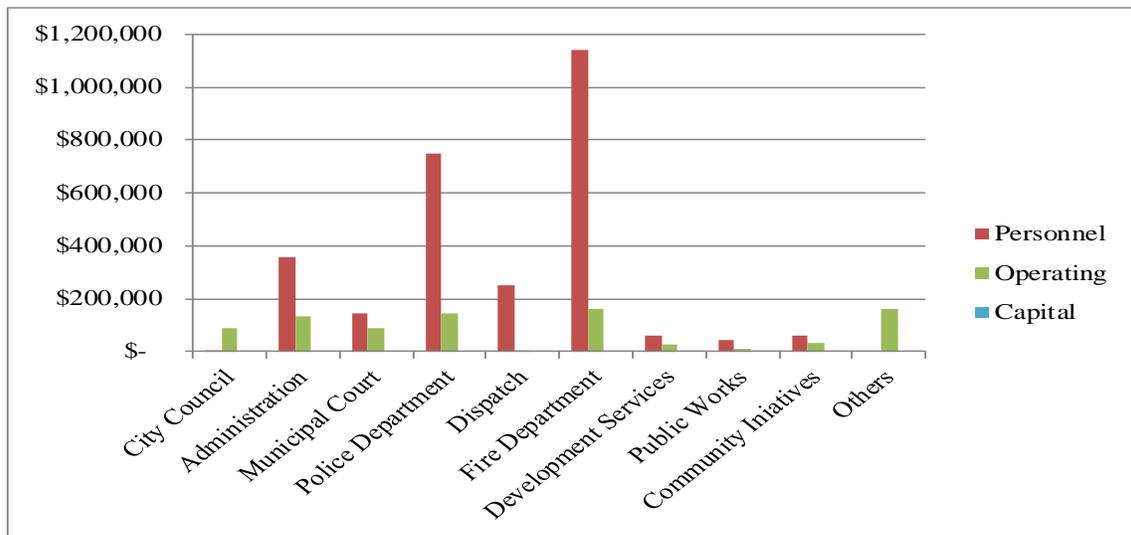
Business Licenses and Permits (2.56%).

Major Sources of Expenses – By Fund Type

	Personnel	Operating	Capital	Total
City Council	\$ 100	\$ 87,966		\$ 88,066
Administration	\$ 356,153	\$ 130,550		\$ 486,703
Municipal Court	\$ 144,341	\$ 86,800		\$ 231,141
Police Department	\$ 746,640	\$ 142,700		\$ 889,340
Dispatch	\$ 251,799	\$ 4,393		\$ 256,192
Fire Department	\$ 1,141,549	\$ 162,220		\$ 1,303,769
Development Services	\$ 62,407	\$ 27,300		\$ 89,707
Public Works	\$ 44,014	\$ 11,550		\$ 55,564
Community Initiatives	\$ 60,790	\$ 31,926		\$ 92,716
Others		\$ 163,868		\$ 163,868
Total	\$ 2,807,794	\$ 849,273	\$ -	\$ 3,657,067

Note:

- ATS Administration is considered a pass-through account. The offset to the account is 10-351-100 Civil Fines – (Traffic Lights).
- Police Department’s salary and expenses are low in General Fund because they are spilt within Crime Control and Traffic Safety Funds.
- Other accounts are Animal Control, Parks, Civic Center, Health and Safety Inspector and Utilities.



Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – City Council

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-405-240	WORKMENS' COMPENSATION	100	150	112	95	(50)
10-405-312	MEETING/COUNCIL EXPENSE	800	800	124	247	0
10-405-325	GENERAL OPERATING SUPPLIES	250	234	362	254	16
10-405-418	LEGAL SERVICES	60,000	59,584	32,519	62,194	416
10-405-452	NEWS LETTER EXPENSE	6,000	6,000	6,658	7,160	0
10-405-455	INTERNET WEB-SITE EXPENSE	16,800	1,800	1,575	1,740	15,000
10-405-490	TRAINING/SCHOOL EXPENSE	2,000	1,866	1,886	1,195	134
10-405-492	TRAVEL EXPENSE	500	0	410	355	500
10-405-494	ORGANIZATIONAL MEMBERSHIP DUES	1,316	1,316	1,316	1,253	0
10-405-498	OTHER EXPENSE	300	300	510	475	0
	Council Total	88,066	72,050	45,471	74,968	16,016

There are no employees in this department.

Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – Administration

Mission Statement

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

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-410-150	ADMINISTRATION SALARY	266,917	248,902	205,968	243,970	18,016
10-410-205	ADMINISTRATION S/S EXPENSE	20,419	19,041	15,090	20,197	1,378
10-410-210	GROUP MEDICAL INSURANCE	23,174	19,012	13,141	19,542	4,162
10-410-230	TMRS RETIREMENT	44,442	40,144	33,002	33,179	4,298
10-410-240	WORKMENS' COMPENSATION	1,201	994	966	529	207
10-410-310	GENERAL OFFICE SUPPLIES	3,000	3,500	858	2,832	(500)
10-410-312	SPONSOR/MEETING EXPENSE	100	200	23	69	(100)
10-410-315	DATA PROCESSING SUPPLIES	1,000	1,000	0	0	0
10-410-325	GENERAL OPERATING SUPPLIES	6,400	3,836	4,338	7,656	2,564
10-410-330	AUTOMOTIVE SUPPLIES	100	100	0	0	0
10-410-335	MOTOR VEHICLE FUELS & LUB	400	400	0	55	0
10-410-390	MISCELLANEOUS SUPPLIES	1,200	904	1,235	14	296
10-410-408	DATA PROCESSING SERVICES	50,000	30,000	25,343	25,492	20,000
10-410-422	EQUIP CONTRACT/MAINT SERVICES	2,200	2,000	1,286	1,798	200
10-410-424	OTHER PROFESSIONAL SERVICES	28,000	32,000	17,761	21,423	(4,000)
10-410-442	REPAIR/MAINTENANCE EXPENSE	500	1,500	244	1,001	(1,000)
10-410-444	AUDIT SERVICES	14,500	16,500	14,500	16,500	(2,000)
10-410-450	U.S. POSTAGE EXPENSE	4,000	4,000	3,551	3,076	0
10-410-482	LEGAL NOTICES/NEWSPAPER ADS	3,000	4,000	703	1,687	(1,000)
10-410-484	ELECTION EXPENSES	2,750	2,660	2,660	893	90
10-410-488	PRINTING EXPENSES	1,000	3,000	522	4,410	(2,000)
10-410-490	TRAINING/SCHOOL EXPENSES	6,000	5,000	4,820	5,256	1,000
10-410-492	TRAVEL EXPENSE	3,000	3,000	760	3,970	0
10-410-494	ORGANIZATIONAL MEMBERSHIP DUES	2,000	1,650	1,621	1,606	350
10-410-498	OTHER EXPENSE	1,400	1,400	1,395	1,389	0
10-410-580	CAPITAL OUTLAY-EQUIPMENT		0	0	0	0
	Admin Total	486,703	444,743	349,789	416,544	41,961

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

FY 2012-2013

- Accomplishments
 - Appointment of new City Judge has improved morale and raised revenues while decreasing costs.
 - Code Book Supplement 19; codification of City Ordinances.
 - Purchased scanners to facilitate paperless environment.
 - Started a calendar and timeline.
 - Established Scofflaw for Municipal Court.
 - Established online payment for permits.
 - Received Texas Comptroller Transparency Gold Award for second straight year.

Balcones Heights FY 2013-14 Annual Budget

FY 2013-2014

- Goals
 - Continue to establish transparent report for citizens.
 - Acquire the training and technology to make Municipal Court as efficient as possible.

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
City Administrator	56	1	1	1	1	1
Director of Admin Service	45	1	1	1	1	1
City Secretary	32	1	1	1	1	1
Finance Clerk	21	1	1	1	1	1
Total		4	4	4	4	4

Note: Finance Director's new title is Director of Administration Service

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
% of council member inquiries addressed within 8 hours			
Maintain Certificate of Achievement for Financial Reporting GFOA	Yes	Yes	Yes
Maintain Comptroller Leadership Circle (Transparency Award)	Yes	Yes	Yes
Process checks within seven days of receipt	99%	98%	95%
% 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	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-420-150	MUNICIPAL COURT SALARY	99,754	96,893	59,481	116,748	2,862
10-420-160	MUNICIPAL COURT OVER TIME PAY	2,000	2,136	2,105	1,899	(136)
10-420-205	MUNICIPAL COURT S/S EXPENSE	7,784	7,576	3,971	8,550	208
10-420-210	GROUP MEDICAL INSURANCE	17,380	17,550	9,831	21,731	(170)
10-420-230	TMRS RETIREMENT	16,942	15,969	11,914	18,765	973
10-420-240	WORKMENS' COMPENSATION	480	566	317	360	(86)
10-420-310	GENERAL OFFICE SUPPLIES	3,000	3,000	548	2,298	0
10-420-408	DATA PROCESSING SERVICES	350	350	0	1,585	0
10-420-418	LEGAL SERVICES - JUDICIAL	75,000	75,000	40,000	76,181	0
10-420-419	LEGAL SERVICES - APPEALS	0	3,000	0	0	(3,000)
10-420-421	SCOFFLAW EXPENSE	3,000				
10-420-424	OTHER PROFESSIONAL SERVICES	500	500	146	313	0
10-420-488	PRINTING EXPENSES	1,500	1,500	908	1,041	0
10-420-490	TRAINING/SCHOOL EXPENSES	1,250	1,250	411	1,077	0
10-420-492	TRAVEL EXPENSE	2,000	3,000	194	2,340	(1,000)
10-420-494	ORGANIZATIONAL MEMBERSHIP DUES	200	200	200	160	0
10-420-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
Municipal Court Total		231,141	228,490	130,027	253,048	2,651

FY 2012-2013

- Accomplishments
 - Warrant round-ups held in the spring were a huge success.
 - Initiated a Standard Operating Procedures Manual.
 - Initiated training and certifications schedule.
 - Implemented Scofflaw Program to reduce outstanding warrants.

FY 2013-2014

- Goals
 - Complete the Standard Operating Procedures Manual for Municipal Court.
 - Continue training and certifications for Clerks, Judge and Prosecutor.
 - Acquire funds to renovate the courtroom.

Balcones Heights FY 2013-14 Annual Budget

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Court Administrator – Frozen Position	15	1	1	1	1	1
Dept. Court Clerk	11	3	3	3	2	2
Total		4	4	4	3	3

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Total Cases Pending	134,911	144,319	153,727
New Cases Filed	6,592	5,993	7,047
Cases Reactivated	1,071	974	495
Total Cases on Docket	36,038	28,830	75,844
Dispositions Prior to Court Appearance or Trail	2,841	2,273	6,553
Dispositions at Trial	23	13	33
Compliance Dismissals	1,633	1,306	2,041
All Other Dispositions	196	232	159
Total Case Disposed	4,788	3,830	8,801
Cases Placed on Inactive Status	3,140	2,512	5,863
Total Cases Pending End of Year	148,383	148,128	148,643
Show Cause Hearing Held	204	160	1,267
Cases Appealed	10	11	49
Arrest Warrants Issued	3,588	2,870	8386
Fines, Court Costs and other Amounts Collected	652,620	522,096	\$745,000

Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – Public Facilities

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-430-320	JANITORIAL/CHEMICAL SUPPLIES	2,000	2,000	1,763	3,089	0
10-430-325	GENERAL OPERATING SUPPLIES		0	(75)	30	0
10-430-442	REPAIR/MAINTENANCE EXPENSE		300	0	0	(300)
10-430-472	TELEPHONE EXPENSES	24,000	26,000	13,924	20,564	(2,000)
10-430-476	UTILITY EXPENSE-WATER & SEWER	4,000	3,800	2,210	3,563	200
10-430-478	UTILITY EXPENSE-GAS & ELECT	11,000	13,000	5,178	10,979	(2,000)
	General Total	41,000	45,100	22,999	38,225	(4,100)

10 – General Fund – Non - Departmental

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-490-401	AD VALOREM TAX DISCOUNTS		0	0	0	0
10-490-402	AD VALOREM APPRAISAL SERVICE	0	6,350	0	0	(6,350)
10-490-403	AD VALOREM TAX REFUNDS	0	200	0	0	(200)
10-490-404	AD VALOREM TAX SERVICE	0	2,000	1,166	1,272	(2,000)
10-490-405	AD VALOREM TAX - ATTR FEES	1,800	1,800	752	2,409	0
10-490-460	INSURANCE - PHYSICAL PROPERTY	6,000	6,000	3,519	6,226	0
10-490-462	INSURANCE - GENERAL LIABILITY	41,000	41,000	33,932	27,707	0
10-490-464	INSURANCE - EMPLOYEE BONDS	1,500	1,500	681	894	0
10-490-466	INSURANCE - DEDUCTIBLE RESERVE	2,000	2,000	0	3,882	0
10-490-470	GENERAL CONTINGENCY	47,018	4,678	0	0	42,340
10-490-490	STATE UNEMPLOYMENT TAX	0	2,500	2,251	2,556	(2,500)
	Ad Valorem and Contingency Total	99,318	68,028	42,301	44,945	31,290

Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – Police Department

Mission Statement

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

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-510-150	POLICE DEPARTMENT SALARY	488,646	574,590	410,877	604,395	(85,944)
10-510-155	PART TIME SALARY - POLICE	30,000	37,500	3,761	98,148	(7,500)
10-510-160	POLICE DEPARTMENT OVER TIME PAY	15,000	24,000	19,641	10,455	(9,000)
10-510-205	POLICE DEPARTMENT S/S EXPENSE	42,197	50,208	33,766	51,908	(8,011)
10-510-210	GROUP MEDICAL INSURANCE	52,141	64,349	40,438	62,245	(12,208)
10-510-230	TMRS RETIREMENT	89,339	102,773	81,056	91,958	(13,434)
10-510-240	WORKMENS' COMPENSATION	22,117	29,797	19,618	21,297	(7,680)
10-510-280	CLOTHING REIMBURSEMENT	7,200	15,000	10,038	14,637	(7,800)
10-510-290	EMPLOYEE/SAFETY EQUIPMENT	3,800	3,800	1,279	7,800	0
10-510-325	GENERAL OPERATING SUPPLIES	3,907	3,907	3,787	5,336	0
10-510-330	AUTOMOTIVE SUPPLIES		0	15	15	0
10-510-335	MOTOR VEHICLE FUEL & LUBRICANT	55,500	55,500	32,779	52,056	0
10-510-340	PHOTOGRAPHIC SUPPLIES	500	500	0	421	0
10-510-345	MINOR TOOLS AND EQUIPMENT	600	600	303	493	0
10-510-350	AMMUNITION & EXPLOSIVES	2,000	1,500	0	1,508	500
10-510-390	MISCELLANEOUS SUPPLIES	1,400	1,400	1,781	821	0
10-510-408	DATA PROCESSING SERVICES	10,770	10,770	12,979	19,171	0
10-510-422	EQUIP CONTRACT/MAINT SERVICES	100	100	30	48	0
10-510-430	RADIO/COMMUNICATIONS LICENSE	2,000	2,000	0	0	0
10-510-432	CORRECTION/DETENTION SERVICES	1,800	1,800	0	500	0
10-510-438	LABORATORY SERVICES	1,500	1,500	490	2,109	0
10-510-440	MEDICAL SERVICES	1,200	1,200	1,183	1,629	0
10-510-442	REPAIR/MAINTENANCE EXPENSE	13,500	13,500	7,231	13,034	0
10-510-443	NRROW BANDING CONTRACT	18,293	18,293	18,293	0	(0)
10-510-444	TCLEOSE PROCESSING	630	630	630	70	0
10-510-488	PRINTING EXPENSE	1,000	1,000	622	1,275	0
10-510-490	TRAINING/SCHOOL EXPENSE	400	400	917	1,000	0
10-510-491	STATE LEOSE TRAINING EXPENSE	6,000	6,000	1,290	6,574	0
10-510-492	TRAVEL EXPENSE	2,700	2,700	1,419	3,665	0
10-510-498	OTHER EXPENSE	100	1,000	766	1,106	(900)
10-510-480	MDT Service Contract	15,000				
	Police Total	889,340	1,026,317	704,988	1,073,673	(151,977)

Balcones Heights FY 2013-14 Annual Budget

FY 2012-2013

Accomplishments

- Received a grant from AACOG to purchase new P-25 compatible hand held radios.
- Continued our partnership with AACOG to provide police training at the Balcones Heights justice center, which provides our officers with quality training at no cost to the city.
- Implemented a warrant round up which netted over \$100,000.00 in outstanding fines.
- Managed three city-sponsored events: National Night Out, Halloween Haunted House and The Blue Marshall Christmas programs.

Goals

- Implement a searchable and compatible report writing system.
- Upgrade the radio system to be compliant with P-25 and narrow banding requirements.
- Provide quality training for our police officers.
- Strengthen 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.
- Strengthen community relations through projects such as National Night Out, Halloween Haunted House, and the Blue Marshals Christmas projects.

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Police Chief	44	1	1	1	1	1
Asst. Police Chief – Frozen Position	30	3	3	3	2	2
Police Sgt *	CBA	2	4	4	4	4
Patrolman – One Frozen Position	CBA	7	7	7	7	7
Patrolman - Reserves	N/A	20	20	15	15	10
Total						

*Note – Two police sergeant positions have been moved to Crime Control Fund 18.

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Number of Arrests			641
Number of Property Crimes			328
Number of Personal Crimes			82
Average Response Time			2 Minutes
Average Police Officers on Patrol per Shift			3
Total Number of Service Calls			7714

Performance measures:	FY-2012/2013
Calls for service	8,085
Felony arrest	182
Misdemeanor arrest	708

10 – General Fund – Traffic Safety Administration

Mission Statement

Promote public safety by deterring red light violations through the City’s Red Light Camera program.

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-515-150	ATS DEPARTMENT SALARY	73,117	68,789	47,688	92,948	4,327
10-515-160	ATS DEPARTMENT OVERTIME PAY		200	260	0	(200)
10-515-205	ATS DEPARTMENT S/S EXPENSE	5,655	11,700	3,629	6,505	(6,045)
10-515-210	GROUP MEDICAL INSURANCE	11,587	11,432	292	960	155
10-515-230	TMRS RETIREMENT	12,307	11,263	9,166	10,621	1,044
10-515-240	WORKMENS COMPENSTATION	2,071	1,933	1,715	1,946	138
10-515-280	CLOTHING REIMBURSEMENT	800	800	700	368	0
10-515-310	OFFICE SUPPLIES	1,403	1,403	1,527	710	0
10-515-325	OFFICE SUPPLIES	97	97	247	36	0
10-515-408	DATA PROCESSING	1,400	1,400	418	260	0
10-515-418	LEGAL SERVICES	3,500	3,500	0	0	0
10-515-442	ATS MAINTENANCE	12,000	12,000	6,940	11,109	0
10-515-455	SCOFF LAW EXPENSE	2,000	2,000	2,000	1,000	0
10-515-458	RED LIGHT CAMERA COLLECT EXP	54,000	54,000	29,275	44,175	0
10-515-459	RED LIGHT CAMERA VENDOR EXPENS	600,000	600,000	383,400	547,800	0
10-515-492	TRAVEL EXPENSE	2,500	2,500	2,695	0	0
	ATS Admin Total	782,437	783,017	489,951	718,436	(580)

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.

FY 2012-2013

- Accomplishments
 - Reduced accidents at intersections.
 - Reduced red light violations.
 - Traffic safety camera enforcement allowed officers time to focus on other enforcement needs with the City.

Balcones Heights FY 2013-14 Annual Budget

FY 2013-2014

- Goals
 - To promote public safety thru continued traffic safety camera enforcement.
 - To reduce accidents and injury at intersections thru traffic safety camera deterrence.
 - To educated the public about the effectiveness of traffic safety cameras thru public safety announcement and publications.

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
ATS/Admin Assistant	CBA	1	1	1	1	1
ATS Admin Clerk	6	1	1	1	1	0
Total		2	2	2	2	1

*Note – Two Sgt Police positions have been moved to Crime Control Fund 18.

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Number of Citations Paid	12,000	15,211	9,849
Number of Citations Paid Through Collections	900	857	957

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 twenty-four hours each day.

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-520-150	COMMUNICATION SALARY	143,538	136,520	100,625	135,101	7,018
10-520-155	PART TIME SALARIES	32,000	42,000	11,974	46,918	(10,000)
10-520-160	COMMUNICATION OVER TIME PAY	12,000	15,000	7,906	9,477	(3,000)
10-520-205	COMMUNICATIONS S/S EXPENSE	14,347	14,890	9,048	14,295	(543)
10-520-210	GROUP MEDICAL INSURANCE	23,174	23,303	12,136	13,624	(129)
10-520-230	TMRS RETIREMENT	25,897	24,499	18,479	22,879	1,398
10-520-240	WORKMENS' COMPENSATION	844	1,475	1,475	1,674	(631)
10-520-325	GENERAL OPERATING SUPPLIES	1,793	1,793	893	2,270	(0)
10-520-345	MINOR TOOLS AND EQUIPMENT	1,000	1,000	0	407	0
10-520-440	MEDICAL SERVICES	100	100	147	0	0
10-520-490	TRAINING/SCHOOL EXPENSE	500	500	0	267	0
10-520-492	TRAVEL EXPENSE	1,000	1,000	0	0	0
10-520-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
	Communication Total	256,192	262,080	162,684	246,910	(5,888)

FY 2012-2013

- Accomplishments
 - Passed the Criminal Justice Information System audit.
 - Recertification for all full time dispatchers.
 - Provide non-emergency information thru the 311 system; sponsored by the United Way.
 - Trained and certified to operate and dispatch on San Antonio police radios.
 - Increased part time personnel from 4 to 8 dispatchers; lowered overtime costs.
 - Upgraded radio system; City is now P-25 compliant.
 - Upgraded dispatch consoles through a \$130,274 grant from Bexar Metro 911.
 - Upgraded furniture through a \$3,000.00 grant from Bexar Metro 911.

FY 2013-2014

- Goals
 - Acquire advanced specialized training for dispatchers.
 - Provide a quality and professional dispatch service to the community.
 - Retain quality dispatcher with experience and knowledge.
 - Implement the new digital radio system.
 - Transition over to the new radio frequencies that will give us expanded radio coverage.

Balcones Heights FY 2013-14 Annual Budget

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Lead Dispatcher	19	1	1	1	1	1
Dispatcher	10	3	3	3	3	2
Part Time Dispatcher	10	8	8	5	3	3
Total		2	2	2	2	1

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
EMS Dispatched calls for Service	500	550	525
Fire department dispatched calls for service	700	700	660
Police department dispatched calls for service	6,000	6,000	5,834
Average Dispatch Time	2 Minute	1 Minute	1 Minute

Balcones Heights FY 2013-14 Annual Budget

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	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-530-150	FIRE DEPARTMENT SALARY	766,814	782,950	475,198	704,008	(16,136)
10-530-155	PART TIME SALARY - FIRE	30,000	30,000	17,154	26,429	0
10-530-160	FIRE DEPARTMENT OVER TIME PAY	17,000	20,000	10,625	7,281	(3,000)
10-530-205	FIRE DEPARTMENT S/S EXPENSE	63,185	64,988	37,930	55,340	(1,803)
10-530-210	GROUP MEDICAL INSURANCE	92,696	99,449	59,829	90,078	(6,753)
10-530-230	TMRS RETIREMENT	132,524	131,533	98,549	116,709	991
10-530-240	WORKMENS' COMPENSATION	26,530	29,429	17,448	17,528	(2,899)
10-530-280	CLOTHING REIMBURSEMENT	12,800	12,800	3,070	8,592	0
10-530-290	EMPLOYEE/SAFETY EQUIPMENT	6,000	6,000	1,289	5,978	0
10-530-325	GENERAL OPERATING SUPPLIES	2,500	2,500	616	2,825	0
10-530-330	AUTOMOTIVE SUPPLIES	150	150	15	28	0
10-530-335	MOTOR VEHICLE FUEL & LUBRICANT	9,000	9,000	6,150	9,173	0
10-530-340	PHOTOGRAPHIC SUPPLIES	200	200	0	0	0
10-530-345	MINOR TOOLS & EQUIPMENT	1,050	1,050	0	462	0
10-530-390	MISCELLANEOUS SUPPLIES	300	300	349	92	0
10-530-408	DATA PROCESSING SERVICE	1,300	1,000	1,233	0	300
10-530-412	EMERGENCY MEDICAL SERVICES	70,020	70,020	46,667	70,000	0
10-530-440	MEDICAL SERVICES	7,500	7,500	5,943	5,584	0
10-530-442	REPAIR/MAINTENANCE EXPENSE	17,550	17,550	7,553	16,384	0
10-530-487	EMERGENCY MANAGEMENT	6,000	6,000	2,666	2,554	0
10-530-488	PRINTING EXPENSE	300	300	186	470	0
10-530-490	TRAINING/SCHOOL EXPENSE	4,500	4,500	3,064	4,726	0
10-530-492	TRAVEL EXPENSE	1,000	1,000	0	700	0
10-530-494	ORGANIZATIONAL MEMBERSHIP DUES	1,750	1,750	431	1,138	0
10-530-496	EMPLOYEE CERTIFICATION EXPENSE	2,600	2,600	1,360	2,385	0
10-530-498	OTHER EXPENSES	500	1,150	220	611	(650)
10-530-580	CAPITAL OUTLAY - EQUIPMENT	30,000	0	0	0	30,000
Fire Department Total		1,303,769	1,303,719	797,543	1,149,073	50

FY 2012-2013

- Accomplishments
 - Secured funds to install new communications system.
 - Establish an un-funded requirement to purchase new Self Contained Breathing Apparatus (SCBA's) and an Assistant Chief position.
 - Completed the Employee Health & Fitness standard operating guidelines (SOG).
 - Completed the Infection Control/Blood borne Pathogens SOG.
 - Removed and replaced eroded bricks on the exterior of the fire station.

Balcones Heights FY 2013-14 Annual Budget

- Replaced of the drop-in ceiling tiles in the dormitory area.
- Changed from a 21-day to a 28-day work cycle; saved 789 hours of overtime.

FY 2013-2014

- Goals
 - Install and implement newly purchased “800” radio system.
 - Fund the purchase of replacement Self Contained Breathing Apparatus (SCBA’s).
 - Fund the position of Assistant Fire Chief.
 - Establish an earmark account for the purchase of a new fire engine.
 - Fund and implement the department’s Employee Health and Fitness SOG.
 - Continue to upgrade and repair of the fire station (interior wall repair and paint, new floor covering throughout the interior).
 - Fully compliant with annual NIMS training requirements.
 - Develop firefighting, medical, rescue, and supervisory skills through continuous training.

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Fire Chief	48	1	1	1	1	1
Fire Captain	31	3	3	3	3	3
Fire Lieutenant	26	3	3	3	3	3
Fire Fighter	19	9	9	7	7	7
Part Time Fire Fighters	19	10	10	10	10	10
Total		26	26	24	24	24

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Total Training Hours for Department Personnel	1200	901.9	757.5
Annual Fire Inspection	100%	179	230
Percentage of Staff NIMS Compliant	100%	100%	89%

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 and assist with zoning code interpretations and compliance.

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-610-150	BUILDING DEPT SALARY	45,056	40,394	26,566	24,470	4,662
10-610-170	VACATION PAY		170	0		(170)
10-610-180	HOLIDAY PAY		1,286	0		(1,286)
10-610-205	SOCIAL SECURITY EXPENSE	3,447	3,090	2,032	1,596	357
10-610-210	GROUP MEDICAL INSURANCE	5,793	5,850	3,739	2,010	(57)
10-610-230	TMRS RETIREMENT	7,502	6,483	5,235	3,222	1,019
10-610-240	WORKMENS' COMPENSATION	460	477	368	304	(17)
10-610-280	CLOTHING/UNIFORMS	150	150	0	0	0
10-610-335	MOTOR VEHICLE FUEL & LUBRICANT	400	400	159	113	0
10-610-340	PHOTOGRAPHIC SUPPLIES	0	50	0	0	(50)
10-610-390	MISCELLANEOUS SUPPLIES		0	(75)	287	0
10-610-408	DATA PROCESSING SERVICES	10,300	10,300	8,381	694	0
10-610-416	ENGINEERING SERVICES	1,200	1,200	458	878	0
10-610-436	INSPECTION SERVICES	7,000	8,500	3,825	14,665	(1,500)
10-610-442	REPAIR/MAINT EXPENSE	400	400	0	0	0
10-610-482	OTHER PROFESSIONAL SERVICES	3,000	3,000	84	8,205	0
10-610-488	PRINTING EXPENSES	200	200	88	284	0
10-610-490	TRAINING/SCHOOL EXPENSES	2,000	2,000	49	175	0
10-610-492	TRAVEL EXPENSES	2,000	2,000	0	286	0
10-610-494	ORGANIZATIONAL MEMBERSHIP DUES	500	500	0	0	0
10-610-498	OTHER EXPENSES	300	300	269	(1,316)	0
Development Services Total		89,707	86,750	51,177	55,874	2,957

FY 2012-2013

- Accomplishments

FY 2013-2014

- Goals

Balcones Heights FY 2013-14 Annual Budget

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Development Services	26	1	1	1	1	1
Total		1	1	1	1	1

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Number of Variance Request Processed			4
Number of Plan Reviews			100
Number of Code Violations			337

10 – General Fund – Streets and Grounds Maintenance

Mission Statement

The Streets and Grounds Maintenance department commits itself to the maintenance and repairs of the City’s infrastructure.

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-630-150	MAINTENANCE DEPT SALARY	27,396	27,488	18,695	26,211	(92)
10-630-155	PART TIME SALARY - MAINTENANCE		29	29	11,288	(29)
10-630-160	MAINTENANCE DEPT OVER TIME PAY	250	250	0	0	0
10-630-205	MAINTENANCE DEPT S/S EXPENSE	2,096	2,115	1,384	2,906	(19)
10-630-210	GROUP MEDICAL INSURANCE	5,793	5,850	2,301	6,490	(57)
10-630-230	TMRS RETIREMENT	4,561	4,478	3,638	4,236	83
10-630-240	WORKMENS' COMPENSATION	2,918	1,400	1,085	1,231	1,518
10-630-280	CLOTHING/UNIFORM EXPENSE	1,000	1,000	464	690	0
10-630-325	GENERAL OPERATING SUPPLIES	400	400	218	136	0
10-630-335	MOTOR VEHICLE FUEL & LUBRICANT	4,300	4,300	2,703	3,954	0
10-630-345	MINOR TOOLS & EQUIPMENT	500	500	269	1,031	0
10-630-355	REPAIR/MAINTENANCE SUPPLIES	4,200	4,200	3,249	1,338	0
10-630-390	MISCELLANEOUS SUPPLIES	150	100	96	0	50
10-630-424	OTHER PROFESSIONAL SERVICES	800	5,501	319	0	(4,701)
10-630-442	REPAIR/MAINTENANCE EXPENSE	1,200	1,087	1,059	2,430	114
10-630-486	EQUIPMENT LEASE/RENTAL EXPENSE	0	200	0	0	(200)
Maintenance Department Total		55,564	58,897	35,510	61,941	(3,333)

FY 2012-2013

- Accomplishments

FY 2013-2014

- Goals

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Public Works	6	1	1	1	1	1
Total		1	1	1	1	1

Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – Animal Control

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-650-325	GENERAL OPERATING SUPPLIES	100	100	0	0	0
10-650-345	MINOR TOOLS AND EQUIPMENT	250	250	0	105	0
10-650-420	VETERINARY SERVICES	1,000	1,000	0	208	0
10-650-440	MEDICAL SERVICES	250	250	0	0	0
10-650-490	TRAINING/SCHOOL EXPENSE	500	500	0	0	0
10-650-492	TRAVEL EXPENSE	250	250	0	0	0
Animal Control Total		2,350	2,350	0	313	0

10 – General Fund – Weed and Pest Control

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-660-325	GENERAL OPERATING SUPPLIES	250	250	42	41	0
10-660-345	MINOR TOOLS & EQUIPMENT		0	0	0	0
Weed and Pesto Control Total		250	250	42	41	0

10 – General Fund – Health and Welfare

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-710-436	INSPECTION SERVICES	12,000	12,000	8,000	12,000	0
Inspection Services - Total		12,000	12,000	8,000	12,000	0

10 – General Fund – Parks and Playground

10-810-325	GENERAL OPERATING SUPPLIES	300	300	0	19	0
10-810-424	OTHER PROFESSIONAL SERVICES	450	450	0	0	0
10-810-442	REPAIR/MAINTENANCE EXPENSE	4,000	8,000	0	3,999	(4,000)
Parks Department Total		4,750	8,750	0	4,018	(4,000)

Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – Community Center

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-820-390	MISCELLANEOUS SUPPLIES	250	250	0	0	0
10-820-442	REPAIR/MAINTENANCE EXPENSE	2,000	2,000	95	1,113	0
10-820-476	UTILITY EXPENSE-WATER & SEWER	450	450	0	158	0
10-820-478	UTILITY EXPENSE - GAS & ELEC	1,500	1,500	699	1,224	0
	Civic Center Total	4,200	4,200	794	2,495	0

Balcones Heights FY 2013-14 Annual Budget

10 – General Fund – Community Initiatives

Mission Statement

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 by 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	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
10-900-150	SALARY	44,829	40,772	24,972	0	4,057
10-900-205	SOCIAL SECURITY	3,429	3,242	1,895	0	187
10-900-210	GROUP MEDICAL	4,867	2,281	1,444	0	2,586
10-900-230	TMRS RETIREMENT	7,464	6,802	4,988	0	662
10-900-240	WORKERS COMP	202	168	89	0	34
10-900-310	GENERAL OFFICE SUPPLIES	210	386	49	0	(176)
10-900-325	GENERAL OPERATING SUPPLIES	263	348	72	0	(85)
10-900-408	IT SERVICES	1,470	956	156	0	514
10-900-418	LEGAL SERVICES	210	585	0	0	(375)
10-900-450	OFFICE RENT	6,982	6,929	0	0	53
10-900-472	TELEPHONE	1,226	1,076	393	0	150
10-900-474	SECURITY	260	234	48	0	26
10-900-490	MEDIA RELATIONS	4,300	0	0	0	4,300
10-900-478	UTILITY GAS & ELECTRIC	379	352	38	0	27
10-900-487	RESOURCE & RESEARCH	851	843	264	0	8
10-900-491	TRAINING	294	273	0	0	21
10-900-492	TRAVEL	1,168	1,210	343	0	(42)
10-900-494	MEMBERSHIP	596	65	25	0	531
10-900-496	BANK CHARGES	25	23	0	0	2
10-900-501	TALENT, PRODUCTION, & PROMOS	13,440	14,430	37	0	(990)
10-900-502	MEETING EXPENSE	252	1,200	34	0	(948)
Community Initiatives Total		92,716	82,175	34,847	0	10,541
Overall General Fund Expenses		4,439,503	4,488,916	2,876,121	4,152,505	(64,413)
Revenues over Expenses		0	(13,242)	619,625	138,316	0

FY 2012-2013

- Accomplishments
 - Generated positive media coverage through the ‘Mayor for a Day ‘competition and the Credit Access Business ordinance.
 - Jazz Facebook page likes have significantly increased this.
 - City Facebook page likes have doubled.
 - Room nights booked with the BH promo code have increased 300%.

Balcones Heights FY 2013-14 Annual Budget

- Newsletters have increased in word, article and picture count.
- Promotional e-blasts have increased 250%.

FY 2013-2014

- Goals

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Director of Community Initiatives	43	42%	39%	0	0	0
Assistant to the Director	17	42%	39%	0	0	0
		84%	78%			

This department is split with the Hotel/Motel department - fund 20.

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual

OTHER FUNDS



Balcones Heights FY 2013-14 Annual Budget

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 the City Council.

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
11-318-300	SALES TAX		0	0	0	0
11-360-000	INTEREST EARNINGS	1,000	1,000	632	1,114	0
11-365-000	INSURANCE PROCEEDS		0	(28,500)	28,500	0
11-370-200	CIED FUND REIMBURSEMENT - CPS		440,000	230,154	115,077	(440,000)
11-371-100	O/FUNDING SOURCE- TDH FD GRANT		0	0	202,859	0
	Revenue Total	1,000	441,000	202,286	347,549	(440,000)
Capital Fund						
11-400-400	TRANSF OUT - EQUIPMENT ACCOUNT	9,680	11,440	11,440	11,220	(1,760)
11-400-500	TRANSFER TO ECONOMIC DEV.		75,000	75,000	0	(75,000)
11-410-498	OTHER EXPENSE		100	2	9	(100)
11-410-510	CAPITAL OUTLAY - LAND		0	0	132,694	0
11-520-580	CAPITAL OUTLAY - EQUIPMENT		91,167	0	0	(91,167)
11-520-590	CAPITAL OUTLAY - OTHER		0	0	0	0
11-530-570	CAPITAL OUTLAY-MOTOR VEHICLES		0	0	0	0
11-530-580	CAPITAL OUTLAY - EQUIPMENT	90,000	18,979	0	0	71,021
11-530-590	CAPITAL OUTLAY - OTHER		0	(28,500)	66,579	0
11-610-570	CAPITAL OUTLAY-MOTOR VEHICLES		0	0	0	0
11-610-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
11-610-590	CAPITAL OUTLAY - OTHER	224,643	0	0	0	224,643
11-630-570	CAPITAL OUTLAY-MOTOR VEHICLES		0	0	0	0
11-630-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
11-630-590	CAPITAL OUTLAY - OTHER		0	0	0	0
11-810-590	CAPITAL OUTLAY - OTHER		0	0	0	0
	Capital Expense Total	324,323	196,686	58,541	680,062	127,637
	Revenues over Expenses	(323,323)	244,314	143,745	(332,512)	(567,637)

Estimated Ending Fund Balance: \$

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.

FY 2012-2013

- Accomplishments
 - Completed the Bobbies Lane Reconstruction project.

FY 2013-2014

- Goals
 - Identify future capital projects.
 - Develop a five-year capital plan.
 - Complete the Beryl Street Reconstruction project.

Balcones Heights FY 2013-14 Annual Budget

12 – Federal Forfeiture Account

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
12-352-200	TREASURY DEPT FORFEITURE	15,000	15,000	13,354	8,467	0
	Total Revenue	15,000	15,000	13,354	8,467	0
12-510-345	MINOR TOOLS & EQUIPMENT	3,000	500	0	0	2,500
12-510-498	OTHER EXPENSE	12,000	12,000	1,700	2,059	0
	Total Expenses	15,000	12,500	1,700	2,059	2,500
	Revenues over Expenses	0	2,500	11,654	6,408	(2,500)

Estimated Ending Fund Balance: \$

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 operation of the Police Department

FY 2012-2013

- Accomplishments
 - Received financial rewards thru our partnership with the DEA, which supports the federal forfeiture fund.
 - Supported two city sponsored K-9 units.

FY 2013-2014

- Goals
 - Continue to participate in the war on drugs thru partnership with the federal drug enforcement agency.

Balcones Heights FY 2013-14 Annual Budget

13 – State Forfeiture Account

Mission Statement

To ensure training and equipment for the Police Department by utilizing state forfeiture funds.

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
13-352-400	STATE COURT FORFEITURE	10,000	10,000	0	2,600	0
13-360-400	INTEREST - STATE COURT FORF		0	1	2	0
	Total Revenue	10,000	10,000	1	2,602	0
13-510-345	MINOR TOOLS & EQUIPMENT	8,500	8,500	0	197	0
13-510-498	OTHER EXPENSES	1,500	1,500	1	2,213	0
13-510-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
13-510-590	CAPITAL OUTLAY - OTHER		0	0	0	0
	Total Expense	10,000	10,000	1	2,410	0
	Revenues over Expenses	0	0	(0)	192	0

Estimated Ending Fund Balance: \$

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 lawsuits for the seizure of property and other valuables associated with the 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.

FY 2012-2013

- Accomplishments
 - There were no seizures this year.

FY 2013-2014

- Goals
 - Seize vehicles and property obtained through illegal activity.

Balcones Heights FY 2013-14 Annual Budget

14 – Street Fund

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
14-310-110	AD VALOREM TAX	75,000	75,000	75,000	75,000	0
14-360-000	INTEREST EARNINGS	150	150	118	184	0
	Total Revenues	75,150	75,150	75,118	75,184	0
14-411-150	STREET FUND SALARY	33,201	27,517	18,972	23,297	5,684
14-411-160	STREET FUND OVER TIME PAY	250	250	0	0	0
14-411-205	STREET FUND S/S EXPENSE	2,572	2,134	1,466	2,111	438
14-411-210	GROUP MEDICAL INSURANCE	5,793	5,850	3,748	6,523	(57)
14-411-230	TMRS RETIREMENT	5,598	4,478	3,739	4,291	1,120
14-411-240	WORKMENS' COMPENSATION	3,581	1,400	872	876	2,181
14-640-355	REPAIR/MAINTENANCE SUPPLIES	11,154	20,000	7,061	1,515	(8,846)
14-640-360	STREET SIGNS & SUPPLIES	4,000	3,000	1,445	0	1,000
14-640-416	ENGINEERING SERVICES	5,000	18,000	10,192	16,950	(13,000)
14-640-418	LEGAL SERVICES		500	0	0	(500)
14-640-424	OTHER PROFESSIONAL SERVICES	2,000	2,000	0	0	0
14-640-442	REPAIR/MAINTENANCE EXPENSE	1,000	1,000	(241)	0	0
14-640-498	OTHER CHARGES	1,000	2,000	211	497	(1,000)
	Total Expenses	75,150	88,129	47,465	56,060	(12,979)
Revenues over Expenses		0	(12,979)	27,653	19,124	12,979

Estimated Ending Fund Balance: \$

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 revenues.

FY 2012-2013

- Accomplishments
 - Need to get a list of streets that were completed.

FY 2013-2014

- Goals
 - Monitor all streets and sidewalks in the City.
 - Secure revenue to fund street flooding notification signs.

Balcones Heights FY 2013-14 Annual Budget

• Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Street Maintenance	15	1	-	-	-	-
Street Maintenance	9	-	1	1	1	1
	Total	1	1	1	1	1

Balcones Heights FY 2013-14 Annual Budget

15 – Traffic Safety Fund

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
15-351-100	RED LIGHT CAMERA FINES & FEES	173,836	179,336	124,603	149,284	(5,501)
15-351-200	RLC - LATE FEE REVENUE	90,000	90,000	60,125	82,800	0
15-360-000	INTEREST	50	50	2	1	0
	Total Revenue	263,886	269,386	184,730	232,085	(5,501)
15-511-150	POLICE SALARY	150,414	135,617	74,842	132,218	14,797
15-511-160	POLICE OVER TIME PAY	0	0	(1,033)	7,665	0
15-511-205	POLICE SOCIAL SECURITY EXPENSE	12,539	11,268	5,248	14,486	1,271
15-511-210	GROUP MEDICAL INSURANCE	17,380	17,550	11,243	24,090	(170)
15-511-230	TMRS RETIREMENT	27,290	23,640	17,634	28,818	3,650
15-511-240	WORKMEN'S COMPENSATION	5,868	6,437	4,764	5,406	(569)
15-511-280	CLOTHING REIMBURSEMENT	2,400	3,200	1,866	1,423	(800)
15-511-478	STREET & EXPRESSWAY LIGHTS	37,000	36,998	24,644	38,952	2
15-511-480	MINOR STREET REPAIRS	7,000	6,990	0	(84)	10
15-511-490	COMMUNITY PROGRAM	1,000	1,000	0	0	0
15-511-498	OTHER EXPENSE	2,994	12	3	4	2,982
	Total Expenses	263,886	242,712	139,211	252,978	21,174
	Revenues over Expenses	(0)	26,674	45,520	(20,893)	(26,674)

Estimated Ending Fund Balance: \$

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 sets by state law.

FY 2012-2013

- Accomplishments
 - Supported a traffic enforcement K-9 unit for the city.
 - Increased public safety through high visibility deterrence.
 - Re-established MDT service through Bexar County Sheriff's Department.
 - Participated in the Click It or Ticket campaign.
 - Trained and certified officers in DWI enforcement.

Balcones Heights FY 2013-14 Annual Budget

FY 2013-2014

- Goals
 - To continue to provide public safety through traffic enforcement.
 - Training and certification in driving while intoxicated enforcement.
 - To continue participating in the Click It or Ticket campaign.

• Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Police Officers	CBA	2	2	2	2	1
	Total	1	1	1	1	1

*Note - Two officers are authorized in this account, but three are funded.

Balcones Heights FY 2013-14 Annual Budget

18 – Crime Control

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
18-318-300	SALES TAX	670,000	652,000	445,441	671,977	18,000
18-360-000	INTEREST EARNINGS	150	150	71	122	0
18-365-000	TRANSFER IN FROM IMPOUND		4,000	4,000	0	(4,000)
	Revenue Total	670,150	656,150	449,512	672,099	14,000
18-513-150	BHCCD SALARY	372,690	214,416	137,255	202,728	158,274
18-513-160	BHCCD OVER TIME PAY	5,000	3,209	5,246	4,689	1,791
18-513-205	BHCCD SOCIAL SECURITY EXPENSE	29,965	16,988	10,441	15,151	12,977
18-513-210	GROUP MEDICAL INSURANCE	34,761	23,400	14,996	24,333	11,361
18-513-230	TMRS RETIREMENT EXPENSE	63,169	35,641	27,708	32,240	27,528
18-513-240	WORKMEN'S COMPENSATION	14,642	7,200	4,979	5,082	7,442
18-513-280	CLOTHING REIMBURSEMENT	4,800	3,200	2,653	2,548	1,600
18-513-425	ADMINISTRATIVE ACCT SERVICE	50	50	5	21	0
18-513-444	AUDIT SERVICES	3,500	3,500	3,500	3,500	0
18-513-460	INSURANCE - PROPERTY	3,200	4,000	2,371	3,153	(800)
18-513-462	INSURANCE - GENERAL LIABILITY	1,300	1,965	1,271	560	(665)
18-513-464	INSURANCE - EMPLOYEE BONDS	500	500	0	0	0
18-513-500	FACILITY OPERATING EXPENSE	66,000	66,000	50,593	112,222	0
18-513-640	DEBT SERVICE TRANSFERS	268,065	267,595	178,397	287,354	470
	Total Expenses	867,642	647,664	439,414	693,580	219,978
Revenues over Expenses		(197,492)	8,486	10,098	(21,481)	(205,978)

Estimated Ending Fund Balance: \$

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. Crime Control Fund also transfers monthly debt payment to the Debt Service fund. (See Fund 36 for breakdown)

FY 2012-2013

- Accomplishments
 - Completed specialized training for all our investigators.
 - Assigned reserve officers to assist our investigators department with the case load.

FY 2013-2014

Balcones Heights FY 2013-14 Annual Budget

- Goals
 - Training and Education for Investigators: i.e., taking courses to develop and perfect skills needed to make us “cutting-edge investigators” – such as classes in: Leadership Skills; Accident Investigation and Reconstructions; Forensic Technicians; Hostage Negotiations; Response to the Active Shooter & Acts of Terrorism; White Collar Crimes; Computer “Cyber” Crimes; Human Trafficking; Blood Splatter Analysis, etc.
 - To have a higher quality of computer equipment/technology so that we are able to better utilize the investigative training and skills we are striving for.
 - Crime Prevention: a) Assisting and help our citizens and businesses by educating them on what they can do to protect themselves and their property b) keeping the lines of communication open between our citizens and businesses the police department – especially the Investigations Division so that they feel comfortable in reporting suspicious behaviors, vehicles, persons and activities occurring within our community.
 - Working in harmony with the other sections of our City – i.e., Patrol Division, City Administration, City Council, Municipal Court, Fire Department, Tourism, etc., in order for our city “as a whole” to run more effectively and efficiently.

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Lead Investigators	CBA	1	1	1	1	1
Investigators	CBA	3	3	3	3	3
Patrol Sgts	CBA	2	-	-	-	-
Building Maintenance	4	1	1	-	-	-
Total		1	1	1	1	1

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Cases assigned to investigators			604
Cases filed with the District Attorney’s Office			242
Felony cases			238
Misdemeanor cases			404

Balcones Heights FY 2013-14 Annual Budget

20 – Hotel Motel Fund

Mission Statement

The mission of Community Initiatives is to raise the profile for 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.

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
20-318-300	HOTEL/MOTEL TAX	192,600	180,000	121,030	196,051	12,600
20-360-000	INTEREST EARNINGS	300	500	132	231	(200)
	Total Revenues	192,900	180,500	121,163	196,282	12,400
20-900-150	CONVENTION DEPT SALARY	61,906	63,511	42,992	99,773	(1,605)
20-900-160	CONVENTION DEPT OVER TIME PAY		0	0	0	0
20-900-205	CONVENTION DEPT S/S EXPENSE	4,736	5,332	4,860	7,600	(596)
20-900-210	GROUP MEDICAL INS	6,720	6,973	2,258	12,257	(253)
20-900-230	TMRS RETIREMENT	10,307	10,638	8,434	15,790	(331)
20-900-240	WORKMENS' COMPENSATION	279	263	139	259	16
20-900-310	GENERAL OFFICE SUPPLIES	290	604	(1,324)	1,821	(314)
20-900-325	GENERAL OPERATING SUPPLIES	363	544	305	761	(181)
20-900-408	IT SERVICES	2,030	1,495	451	1,753	535
20-900-418	LEGAL SERVICES	290	915	0	342	(625)
20-900-450	OFFICE RENT	9,642	10,838	10,762	16,171	(1,196)
20-900-455	POSTAGE	1,452	1,642	900	1,733	(190)
20-900-470	GENERAL CONTINGENCY	15,944				
20-900-472	TELEPHONE EXPENSE	1,694	1,684	14,430	2,693	10
20-900-474	SECURITY ALARM MONITOR SERVICE	360	366	449	359	(6)
20-900-478	UTILITY EXPENSE - GAS & ELEC	524	551	570	904	(27)
20-900-487	SUBSCRIPTIONS	1,176	1,318	1,450	2,137	(142)
20-900-488	PRINTING EXPENSE	2,487	2,669	779	2,108	(182)
20-900-491	TRAINING/CONTINUING EDUCATION	406	427	0	230	(21)
20-900-492	TRAVEL	1,612	1,892	589	782	(280)
20-900-494	MEMBERSHIP DUES	822	1,460	868	1,090	(638)
20-900-496	BANK CHARGES	35	37	2	3	(2)
20-900-580	CAPITAL OUTLAY - EQUIPMENT		0	1,500	0	0
20-920-424	PROFESSIONAL SERVICES	5,000	5,000	154	0	0
20-920-480	BROCHURE/RACK CARDS	1,010	700	519	0	310
20-920-484	WEB-BASED ADVERTISING	4,974	4,974	644	1,493	0
20-920-486	MAGAZINE ADVERTISING	19,547	19,547	13,706	7,187	0
20-920-487	GOV/COMMUNITY RELATIONS	12,000	12,000	10,000	24,000	0
20-920-489	PROMOTIONS	1,685	1,085	170	607	600
20-920-491	MEDIA/PUBLIC RELATIONS	4,300	20,500	3,371	13,687	(16,200)
20-920-501	PROMOTIONS		0	58	0	0
20-920-502	MEETING/CONFERENCE EXPENSE	348	0	155	973	348
20-920-503	PROMOTIONAL MERCHANDISE	2,400	800	0	0	1,600
20-930-915	ART PROMOTION	18,560	22,570	0	25,725	(4,010)
	Total Expenses	192,900	200,335	119,191	242,238	(23,379)
Revenues over Expenses		0	(19,835)	1,972	(45,956)	35,779

Estimated Ending Fund Balance: \$

Balcones Heights FY 2013-14 Annual Budget

FY 2012-2013

- Accomplishments
 - Generated positive media coverage through the Mayor for a Day competition and the Credit Access Business ordinance.
 - Jazz Facebook page likes have significantly increased.
 - City Facebook page likes have doubled.
 - Room nights booked with the BH promo code increased 300%.
 - Newsletters increased in word, article and picture count.
 - Promotional e-blasts increased 250%.

FY 2013-2014

- Goals

Staffing	Grade	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010
Director of Community Initiatives	43	58%	61%	1	1	1
Assistant to the Director	17	58%	61%	1	1	1
		1.16%	1.22%	2	2	2

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual

Balcones Heights FY 2013-14 Annual Budget

21 – Child Safety Fund

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
21-334-400	SCHOOL CROSSING FEES - COUNTY	3,200	2,800	2,328	3,353	400
21-360-000	INTEREST EARNINGS	10	10	1	2	0
21-370-000	MISC REVENUES		0	228	0	0
	Total Revenues	3,210	2,810	2,556	3,354	400
21-514-325	GENERAL OPERATING SUPPLIES	500	272	341	0	228
21-514-345	MINOR TOOLS & EQUIPMENT		0	0	0	0
21-514-390	MISCELLANEOUS SUPPLIES	500	500	432	0	0
21-514-498	OTHER EXPENSE	500	728	301	1,354	(228)
21-514-550	CAPITAL OUTLAY-IMPROV O/BLDG		0	0	0	0
21-514-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
	Total Expenses	1,500	1,500	1,073	1,354	0
	Revenues over Expenses	1,710	1,310	1,483	2,001	400

Estimated Ending Fund Balance: \$

Fund Description: This is a special controlled fund established to account for the receipts 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. 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.

FY 2012-2013

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

FY 2013-2014

- Goals
 - Continue to enhance child safety through new and existing programs.

Balcones Heights FY 2013-14 Annual Budget

22 – Impound Fund

Mission Statement

To ensure public safety by removing from the public roadway any unlicensed and un-insured vehicles.

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
22-340-100	IMPOUND FEES	160,200	284,800	124,400	261,400	(124,600)
22-340-110	TOWING FEES	67,500	89,760	53,040	111,180	(22,260)
22-340-120	DAILY FEES	30,000	36,560	23,870	45,880	(6,560)
22-340-140	ADMIN/POSTAGE FEES	7,200	4,875	6,540	10,120	2,325
22-360-000	INTEREST EARNINGS	10	20	4	16	(10)
	Total Revenues	264,910	416,015	207,854	428,596	(151,105)
22-415-310	DATA PROCESSING/SUPPLIES	0	1,000	0	0	(1,000)
22-415-315	GENERAL OFFICE SUPPLIES	500	1,500	105	460	(1,000)
22-415-345	MINOR TOOLS AND EQUIPMENT	0	500	0	0	(500)
22-415-418	LEGAL SERVICES	0	1,000	0	0	(1,000)
22-415-424	PROFESSIONAL SERVICES	200	97	97	0	103
22-415-442	REPAIR/MAINTENANCE EXPENSE	500	416	416	0	84
22-415-450	U.S POSTAGE EXPENSE	1,800	4,500	988	3,480	(2,700)
22-415-460	TOWING EXPENSE	72,000	157,015	49,835	127,060	(85,015)
22-415-488	PRINTING EXPENSES	100	500	11	86	(400)
22-415-498	OTHER EXPENSES	1,000	5,487	243	507	(4,487)
22-415-510	TRANSFER OUT TO GF FOR PD	158,810	240,000	100,000	286,665	(81,190)
22-415-499	TRANSFER OUT TO POLICE CAPITAL	30,000				
22-415-520	TRANSFER OUT TO CRIME CONTROL		4,000	4,000	7,500	(4,000)
	Total Expenses	264,910	416,015	155,695	425,758	(181,105)
Revenues over Expenses		0	0	52,159	2,838	30,000

Estimated Ending Fund Balance: \$

Fund Description: Revenues are used to fund operating and maintenance costs of this program. Excess funds are used by the General Fund and Crime Control Fund to offset police expense.

FY 2012-2013

- Accomplishments
 - Enhanced public safety by impounding un-insured vehicles, forcing the registered owner to purchase insurance in order to have the vehicle returned.
 - Impounded vehicles that were being operated illegally by un-licensed operators, forcing them to comply with state law and obtain a valid driver's license.

FY 2013-2014

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

Balcones Heights FY 2013-14 Annual Budget

23 – Auction Fund

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
23-340-130	VEHICLE AUCTIONS	115,200	140,000	103,950	129,730	(24,800)
23-360-000	INTEREST EARNINGS	10	100	4	21	(90)
	Total Revenues	115,210	140,100	103,954	129,751	(24,890)
23-415-325	GENERAL OPERATING SUPPLIES	500	1,100	0	239	(600)
23-415-345	MINOR TOOLS AND EQUIPMENT		0	0	0	0
23-415-424	PROFESSIONAL SERVICES	11,520	9,500	10,480	10,366	2,020
23-415-460	TOWING EXPENSE	8,500	8,350	7,400	0	150
23-415-482	LEGAL NOTICE/NEWSPAPER ADS	100	800	34	453	(700)
23-415-498	OTHER EXPENSES	500	100	1	3,481	400
23-415-510	TRANSFER OUT - GF	94,090	100,000	0	60,000	(5,910)
23-415-550	CAPITAL OUTLAY - OTHER O/BUILD	0	0	0	76,277	0
	Total Expenses	115,210	119,850	17,915	150,815	(4,640)
	Revenues over Expenses	0	20,250	86,039	(21,064)	(20,250)

Estimated Ending Fund Balance: \$

Fund Description: Impounded vehicles not picked up are put up for auction. Revenue is used to pay auction expenses, police expenses in general fund, and police capital expenses (vehicles, radios, weapons).

FY 2012-2013

- Accomplishments
 - Property disposed of all abandoned property and seized property through public auctions.
 - No previous owner challenges in the sale of abandoned property.
 - Outsourced public auction and increased the financial revenue to city.

FY 2013-2014

- Goals
 - To continue to provide a legal and efficient manner in which the City of Balcones Heights can continue to auction off all abandoned and seized property.

Balcones Heights FY 2013-14 Annual Budget

24 – Court Security/Technology

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
24-340-125	COURT TECHNOLOGY FEE	12,000	13,200	6,361	9,312	(1,200)
24-340-150	COURT SECURITY FEE	9,000	9,900	4,771	7,009	(900)
24-360-000	INTEREST EARNINGS	20	20	2	4	0
	Total Revenue	21,020	23,120	11,134	16,325	(2,100)
24-420-150	COURT SECURITY SALARY	8,000	10,600	4,802	12,754	(2,600)
24-420-160	OVERTIME		0	0	0	0
24-420-210	COURT SECURITY SS EXPENSE	811	811	343	976	0
24-420-240	COURT SECURITY W/C EXPENSE	462	462	259	293	0
24-420-430	COURT TECHNOLOGY MAINT EXPENSE	10,000	13,035	12,660	18,086	(3,035)
24-420-435	COURT SECURITY MAINT EXPENSE	1,224	1,224	624	1,399	(0)
24-420-498	OTHER EXPENSE	523	526	427	392	(3)
	Total Expenses	21,020	26,658	19,113	33,900	(5,638)
	Revenues over Expenses	0	(3,538)	(7,979)	(17,575)	3,538

Estimated Ending Fund Balance: \$

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.

FY 2012-2013

- Accomplishments
 - Funded court bailiff position to enhance municipal court protection.

FY 2013-2014

- Goals
 - Maintain Incode maintenance cost.
 - Maintain court security.

Balcones Heights FY 2013-14 Annual Budget

25 – Equipment Replacement Plan

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
25-350-100	CAPITAL TRANSFER IN	9,680	11,440	11,073	11,220	(1,760)
25-350-200	MISC REVENUE	0	0	0	0	0
25-360-000	INTEREST	0	0	0	0	0
	Total Revenues	9,680	11,440	11,073	11,220	(1,760)
25-530-310	MISC SUPPLIES		0	0	0	0
25-530-345	COMPUTER EXPENSE	9,680	11,440	11,073	10,946	(1,760)
	Total Expenses	9,680	11,440	11,073	10,946	(1,760)
	Revenues over Expenses	0	0	0	274	0

Estimated Ending Fund Balance: \$

Fund Descriptions: 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.

FY 2012-2013

- Accomplishments
 - Upgraded/Replace police patrol and fire department computers.
 - Replaced fire department server.

FY 2013-2014

- Goals
 - Upgrade/Replace police investigators computers.

Performance Measure	FY2014-13 Target	FY 2012-13 Actual	FY 2011-2012 Actual
Upgrade/replace computers	8	6	5
Upgrade/replace server	-	1	1

Computer Replacement Plan

This plan is for replacing equipment before it becomes obsolete or unrepairable.

Current Inventory

Desktops		Servers		# Years	
Admin	5	Police	1	Computers	4
Police (Invest/Admin)	8	City	1	Servers	4
Dispatch	2	Fire	1	Laptops	3
Patrol room	3				
Court	4				
Fire Department	3				

Laptops for PD 8
 (Replacement will be as need or when grant fund become available.)

Replacement Plan

Computers are based on \$1100 per computer. This would include cpu, mouse, keyboard and monitor.

	Year 1		Year 2	
Court	4	\$ 4,400.00	Admin	5 \$ 5,500.00
Dispatch	2	\$ 2,200.00	PD Serv	1 \$ 4,654.36
City Serv	1	\$ 4,300.00		
Total		\$10,900.00		\$10,154.36

	Year 3		Year 4	
Patrol	3	\$ 3,300.00	Police	8 \$ 8,800.00
Fire Dep	3	\$ 3,300.00		
FD Serv	1	\$ 3,800.00		
		\$10,400.00		\$ 8,800.00

Balcones Heights FY 2013-14 Annual Budget

27 – CDBG Fund

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.

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
27-330-100	CDBG GRANT		0	0	52,027	0
27-330-900	2010 CDBG GRANT REVENUES		0	0	150,000	0
27-331-100	2011 CDBG GRANT REVENUES		76,000	59,444	0	(76,000)
27-352-100	2012 CDBG GRANT REVENUES	187,226				
27-360-000	INTEREST		0	0	0	0
27-371-200	OTHER FUNDING SOURCE		0	0	0	0
	Total Revenues	187,226	76,000	59,444	202,027	(76,000)
27-490-498	OTHER EXPENSE		0	0	0	0
27-490-510	CAPITAL OUTLAY - LAND		0	0	0	0
27-490-530	CAPITAL OUTLAY - BLDGS		0	0	0	0
27-490-550	CAPITAL OUTLAY - O/BLDGS		0	0	0	0
27-640-510	CAPITAL OUTLAY - LAND		0	0	0	0
27-640-550	CAPITAL OUTLAY-IMPROV O/BLDGS	187,226	76,000	59,444	202,027	111,226
27-810-510	CAPITAL OUTLAY - LAND		0	0	0	0
27-810-530	CAPITAL OUTLAY - BLDGS		0	0	0	0
27-810-550	CAPITAL OUTLAY - O/BLDGS		0	0	0	0
27-810-580	CAPITAL OUTLAY - EQUIPMENT		0	0	0	0
	Total Expenses	187,226	76,000	59,444	202,027	111,226
	Revenues over Expenses	0	0	0	0	(187,226)

Estimated Ending Fund Balance: \$

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.

FY 2012-2013

- Accomplishments
 - Received funds for the reconstruction of Beryl Street.

FY 2013-2014

- Goals
 - Submit application for new improvements (TBD) for FY 2014-2015.

Balcones Heights FY 2013-14 Annual Budget

36 – Debt Service

Mission Statement

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

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
36-310-110	AD VALOREM TAX	67,425	62,242	48,862	58,036	5,183
36-319-110	PENALTY & INTEREST-AD VALOREM	1,000	1,000	229	591	0
36-360-000	INTEREST EARNINGS	100	100	39	82	0
36-371-400	OTHER FUND SOURCE - BHCCD	268,065	267,595	178,397	287,354	470
	Total Revenues	336,590	330,937	227,527	346,063	5,653
36-490-640	PRINCIPAL-99 CERT OBLIGATIONS	259,000	251,000	251,000	242,000	8,000
36-490-641	INTEREST-99 CERT OBLIGATIONS	9,065	16,595	16,595	23,250	(7,530)
36-490-650	PRINCIPAL-06 FIRE TRUCK LEASE	53,000	51,000	51,000	51,000	2,000
36-490-651	INTEREST-06 FIRE TRUCK LEASE	12,025	13,398	7,036	14,145	(1,373)
36-490-690	ADMIN FEES - PAYING AGENT	3,500	3,500	2,178	6,982	0
	Total Expenses	336,590	335,493	327,808	337,377	1,097
	Revenues over Expenses	0	(4,556)	(100,281)	8,685	4,556

Estimated Ending Fund Balance: \$

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.

FY 2012-2013

- Accomplishments
 - Payments were made for Fire Truck annual payment
 - Payments were made for Justice Center annual payment

FY 2013-2014

- Goals
 - Make timely Fire Truck Debt service payments
 - Make last Justice Center Payment

36 – Debt Service – Payment Schedule (Justice Center)

The following are the Debt Service payments and transfer for FY2014:

GENERAL OBLIGATION REFUNDING BONDS, SERIES 2009
 REFUNDED BONDS SERIES 1999 (\$1,229,000)
 Original Bond \$2,845,000

Funded by Crime Control (Fund 18)

<u>Fiscal Year</u>	<u>Bonds Due 7/01</u>	<u>Interest Due 7/01</u>	<u>Interest Due 01/01</u>	<u>Total</u>
2013-14	\$259,000.00	\$4,532.50	\$4,532.50	\$268,065.00
	\$259,000.00	\$4,532.50	\$4,532.50	\$268,065.00

DEBT SERVICE TRANSFER SCHEDULE

Fiscal Year 2013/14

These transfers are from the Crime Control District Fund to the Debt Service Fund. These funds will then make payments for the Justice Center.

<u>Month/Year</u>	<u>Interest</u>	<u>Principal</u>	<u>Total</u>
Oct-13	\$755.42	\$21,583.33	\$22,338.75
Nov-13	\$755.42	\$21,583.33	\$22,338.75
Dec-13	\$755.42	\$21,583.33	\$22,338.75
Jan-14	\$755.42	\$21,583.33	\$22,338.75
Feb-14	\$755.42	\$21,583.33	\$22,338.75
Mar-14	\$755.42	\$21,583.33	\$22,338.75
Apr-14	\$755.42	\$21,583.33	\$22,338.75
May-14	\$755.42	\$21,583.33	\$22,338.75
Jun-14	\$755.42	\$21,583.33	\$22,338.75
Jul-14	\$755.42	\$21,583.33	\$22,338.75
Aug-14	\$755.42	\$21,583.33	\$22,338.75
Sep-14	\$755.42	\$21,583.37	\$22,338.79
TOTALS	\$9,065.00	\$259,000.00	\$268,065.00

36 – Debt Service – Payment Schedule (Fire Truck)

CAPITAL LEASE/PURCHASE OBLIGATIONS

FIRE TRUCK

SERIES 2006 \$791,698.00

General Obligation Refunding Bonds, Series 2011

Dated 2011

(10 Year Note)

This is funded by the I&S portion of the property tax, fund 36. Annual payments have risen since the refinancing of the original bond. These costs will be offset by the fund balance rather passed on to the taxpayer.

<u>Fiscal Year</u>	<u>Principal Due 03/01</u>	<u>Interest Due 03/01</u>	<u>Interest Due 9/15</u>	<u>Total</u>
2013/14	\$53,000.00	\$6,362.40	\$5,662.80	\$65,025.20
2014/15	\$55,000.00	\$5,662.80	\$4,936.80	\$65,599.60
2015/16	\$57,000.00	\$4,936.80	\$4,184.40	\$66,121.20
2016/17	\$59,000.00	\$4,184.40	\$3,405.60	\$66,590.00
2017/18	\$61,000.00	\$3,405.60	\$2,600.40	\$67,006.00
2018/19	\$63,000.00	\$2,600.40	\$1,768.80	\$67,369.20
2019/20	\$66,000.00	\$1,768.80	\$897.60	\$68,666.40
2020/21	\$68,000.00	\$897.60	\$0.00	\$68,897.60

Balcones Heights FY 2013-14 Annual Budget

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).

Beginning Fund Balance: \$

Account Number	Description	FY 2014 Projected	FY 2013 Budget	FY 2013 as of 7/30/2013	FY 2012 Actual	+/-
56-360-000	INTEREST EARNINGS	10	10	3	8	0
56-381-300	WASTEWATER USER FEES	487,160	471,000	297,335	443,277	16,160
56-381-301	BILLING ADJUSTMENTS	(8,000)	(9,000)	(3,919)	(680)	1,000
	Total Revenues	479,170	462,010	293,419	442,604	17,160
56-490-345	STORM WATER MINOR TOOLS & EQUIP	36,000	36,000	24,972	31,020	0
56-490-406	BILLING SERVICES	6,800	6,800	3,290	6,508	0
56-490-416	ENGINEERING SERVICES	4,500	4,500	4,681	8,281	0
56-490-422	CONTRACT MAINTENANCE SERVICE	4,000	4,000	3,196	0	0
56-490-424	OTHER PROFESSIONAL SERVICES	1,492	1,492	0	648	0
56-490-442	REPAIR/MAINTENANCE EXPENSE	0	8,210	100	100	(8,210)
56-490-446	TRANSPORT & TREATMENT SERVICES	421,368	398,000	283,099	409,564	23,368
56-490-498	OTHER CHARGES	10	8	3	24	2
56-490-499	DEPRECIATION EXPENSE	5,000	5,000	0	2,382	0
	Total Expenses	479,170	464,010	319,341	458,527	15,160
	Revenues over Expenses	0	(2,000)	(25,922)	(15,923)	2,000

Estimated Ending Fund Balance: \$

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.

FY 2012-2013

- Accomplishments
 - Increased sewer fees to compensate SAWS increases.
 - Storm Water requirements were and continue to be monitored with Givler Engineer.

FY 2013-2014

- Goals
 - Evaluate the sewer fees again to ensure that revenues are exceeding expenses.
 - Continue to meet Storm Water requirements.

GLOSSARY OF TERMS



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.

Glossary of Terms - continued

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.

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.

Glossary of Terms - continued

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.

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 department s 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 Scale



Balcones Heights FY 2013-14 Annual Budget

Balcones Heights Pay Table FY 2013/14

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 Hourly 0	Annual Biweekly Hourly 1	Annual Biweekly Hourly 2	Annual Biweekly Hourly 3	Annual Biweekly Hourly 5	Annual Biweekly Hourly 7	Annual Biweekly Hourly 9	Annual Biweekly Hourly 12	Annual Biweekly Hourly 15	Annual Biweekly Hourly 18
1		\$ 23,307.14	\$ 23,771.51	\$ 24,235.89	\$ 24,744.49	\$ 25,230.97	\$ 25,739.57	\$ 26,248.17	\$ 26,778.89	\$ 27,309.60	\$ 27,840.31
		896.43	914.29	932.15	951.71	970.42	989.98	1,009.55	1,029.96	1,050.37	1,070.78
		11.21	11.43	11.65	11.90	12.13	12.37	12.62	12.87	13.13	13.38
2		\$ 23,882.08	\$ 24,368.57	\$ 24,855.05	\$ 25,341.54	\$ 25,850.14	\$ 26,380.85	\$ 26,911.56	\$ 27,442.28	\$ 27,995.10	\$ 28,547.93
		918.54	937.25	955.96	974.67	994.24	1,014.65	1,035.06	1,055.47	1,076.73	1,098.00
		11.48	11.72	11.95	12.18	12.43	12.68	12.94	13.19	13.46	13.72
3		\$ 24,501.24	\$ 24,987.73	\$ 25,474.22	\$ 26,004.93	\$ 26,513.53	\$ 27,044.24	\$ 27,597.07	\$ 28,149.89	\$ 28,702.72	\$ 29,299.77
		942.36	961.07	979.78	1,000.19	1,019.75	1,040.16	1,081.43	1,082.69	1,103.95	1,126.91
		11.78	12.01	12.25	12.50	12.75	13.00	13.27	13.53	13.80	14.09
4		\$ 25,098.30	\$ 25,606.89	\$ 26,115.49	\$ 26,624.09	\$ 27,176.92	\$ 27,707.63	\$ 28,260.46	\$ 28,835.40	\$ 29,410.34	\$ 30,007.39
		985.32	984.88	1,004.44	1,024.00	1,045.27	1,065.68	1,086.94	1,109.05	1,131.17	1,154.13
		12.07	12.31	12.56	12.80	13.07	13.32	13.59	13.86	14.14	14.43
5		\$ 25,739.57	\$ 26,248.17	\$ 26,778.89	\$ 27,309.60	\$ 27,840.31	\$ 28,415.25	\$ 28,968.08	\$ 29,565.13	\$ 30,140.07	\$ 30,737.12
		989.98	1,009.55	1,029.96	1,050.37	1,070.78	1,092.89	1,114.16	1,137.12	1,159.23	1,182.20
		12.37	12.62	12.87	13.13	13.38	13.66	13.93	14.21	14.49	14.78
6		\$ 26,402.96	\$ 26,933.68	\$ 27,464.39	\$ 28,017.22	\$ 28,570.04	\$ 29,122.87	\$ 29,719.92	\$ 30,294.86	\$ 30,914.02	\$ 31,511.08
		1,015.50	1,035.91	1,056.32	1,077.59	1,098.85	1,120.11	1,143.07	1,165.19	1,189.00	1,211.96
		12.69	12.95	13.20	13.47	13.74	14.00	14.29	14.56	14.86	15.15
7		\$ 27,044.24	\$ 27,597.07	\$ 28,149.89	\$ 28,702.72	\$ 29,299.77	\$ 29,874.71	\$ 30,493.88	\$ 31,090.93	\$ 31,732.21	\$ 32,351.37
		1,040.16	1,061.43	1,082.69	1,103.95	1,126.91	1,149.03	1,172.84	1,195.80	1,220.47	1,244.28
		13.00	13.27	13.53	13.80	14.09	14.36	14.66	14.95	15.26	15.55

Balcones Heights FY 2013-14 Annual Budget

8	\$ 27,729.75	\$ 28,282.57	\$ 28,857.51	\$ 29,432.45	\$ 30,029.50	\$ 30,626.55	\$ 31,245.72	\$ 31,864.88	\$ 32,506.16	\$ 33,147.44
	1,066.53	1,087.79	1,109.90	1,132.02	1,154.98	1,177.94	1,201.76	1,225.57	1,250.24	1,274.90
	13.33	13.60	13.87	14.15	14.44	14.72	15.02	15.32	15.63	15.94
9	\$ 28,437.36	\$ 28,990.19	\$ 29,587.24	\$ 30,162.18	\$ 30,781.35	\$ 31,378.40	\$ 32,019.68	\$ 32,638.84	\$ 33,302.23	\$ 33,943.51
	1,093.74	1,115.01	1,137.97	1,160.08	1,183.90	1,206.86	1,231.53	1,255.34	1,280.86	1,305.52
	13.67	13.94	14.22	14.50	14.80	15.09	15.39	15.69	16.01	16.32
10	\$ 29,122.87	\$ 29,719.92	\$ 30,294.86	\$ 30,914.02	\$ 31,511.08	\$ 32,152.35	\$ 32,793.63	\$ 33,434.91	\$ 34,120.41	\$ 34,805.92
	1,120.11	1,143.07	1,165.19	1,189.00	1,211.96	1,236.63	1,261.29	1,285.96	1,312.32	1,338.69
	14.00	14.29	14.56	14.86	15.15	15.46	15.77	16.07	16.40	16.73
11	\$ 29,852.60	\$ 30,471.76	\$ 31,068.81	\$ 31,710.09	\$ 32,329.26	\$ 32,992.65	\$ 33,656.04	\$ 34,319.43	\$ 35,004.94	\$ 35,712.55
	1,148.18	1,171.99	1,194.95	1,219.62	1,243.43	1,268.95	1,294.46	1,319.98	1,346.34	1,373.56
	14.35	14.65	14.94	15.25	15.54	15.86	16.18	16.50	16.83	17.17
12	\$ 30,604.44	\$ 31,223.61	\$ 31,842.77	\$ 32,484.05	\$ 33,125.33	\$ 33,788.72	\$ 34,474.22	\$ 35,137.61	\$ 35,845.23	\$ 36,574.96
	1,177.09	1,200.91	1,224.72	1,249.39	1,274.05	1,299.57	1,325.93	1,351.45	1,378.66	1,406.73
	14.71	15.01	15.31	15.62	15.93	16.24	16.57	16.89	17.23	17.58
13	\$ 31,378.40	\$ 32,019.68	\$ 32,638.84	\$ 33,302.23	\$ 33,943.51	\$ 34,629.01	\$ 35,336.63	\$ 36,044.25	\$ 36,751.86	\$ 37,481.59
	1,206.86	1,231.53	1,255.34	1,280.86	1,305.52	1,331.89	1,359.10	1,386.32	1,413.53	1,441.60
	15.09	15.39	15.69	16.01	16.32	16.65	16.99	17.33	17.67	18.02
14	\$ 32,174.47	\$ 32,837.86	\$ 33,479.14	\$ 34,164.64	\$ 34,850.14	\$ 35,535.65	\$ 36,243.27	\$ 36,973.00	\$ 37,724.84	\$ 38,476.68
	1,237.48	1,262.99	1,287.66	1,314.02	1,340.39	1,366.76	1,393.97	1,422.04	1,450.96	1,479.87
	15.47	15.79	16.10	16.43	16.75	17.08	17.42	17.78	18.14	18.50
15	\$ 32,970.54	\$ 33,633.93	\$ 34,297.32	\$ 34,982.82	\$ 35,690.44	\$ 36,420.17	\$ 37,127.79	\$ 37,879.63	\$ 38,631.47	\$ 39,405.43
	1,268.10	1,293.61	1,319.13	1,345.49	1,372.71	1,400.78	1,427.99	1,456.91	1,485.83	1,515.59
	15.85	16.17	16.49	16.82	17.16	17.51	17.85	18.21	18.57	18.94
16	\$ 33,788.72	\$ 34,474.22	\$ 35,137.61	\$ 35,845.23	\$ 36,574.96	\$ 37,304.69	\$ 38,056.53	\$ 38,830.49	\$ 39,582.33	\$ 40,378.40
	1,299.57	1,325.93	1,351.45	1,378.66	1,406.73	1,434.80	1,463.71	1,493.48	1,522.40	1,553.02
	16.24	16.57	16.89	17.23	17.58	17.93	18.30	18.67	19.03	19.41
17	34,629.01	35,336.63	36,044.25	36,751.86	37,481.59	38,233.44	39,007.39	39,781.35	40,577.42	41,395.60
	1,331.89	1,359.10	1,386.32	1,413.53	1,441.60	1,470.52	1,500.28	1,530.05	1,560.67	1,592.14
	16.65	16.99	17.33	17.67	18.02	18.38	18.75	19.13	19.51	19.90
Fire	12.57	12.82	13.08	13.34	13.60	13.87	14.15	14.44	14.72	15.02

Balcones Heights FY 2013-14 Annual Budget

18	\$ 35,491.42	\$ 36,199.04	\$ 36,928.77	\$ 37,680.61	\$ 38,432.46	\$ 39,184.30	\$ 39,980.37	\$ 40,776.44	\$ 41,594.62	\$ 42,457.03
	1,365.05	1,392.27	1,420.34	1,449.25	1,478.17	1,507.09	1,537.71	1,568.32	1,599.79	1,632.96
	17.06	17.40	17.75	18.12	18.48	18.84	19.22	19.60	20.00	20.41
19	\$ 36,398.06	\$ 37,112.14	\$ 37,856.08	\$ 38,600.02	\$ 39,386.48	\$ 40,172.93	\$ 40,980.64	\$ 41,788.35	\$ 42,638.57	\$ 43,467.54
	1,399.93	1,427.39	1,456.00	1,484.62	1,514.86	1,545.11	1,576.18	1,607.24	1,639.95	1,671.83
	17.50	17.84	18.20	18.56	18.94	19.31	19.70	20.09	20.50	20.90
Fire	\$ 13.63	\$ 13.90	\$ 14.18	\$ 14.46	\$ 14.75	\$ 15.05	\$ 15.35	\$ 15.65	\$ 15.97	\$ 16.28
20	\$ 37,304.69	\$ 38,056.53	\$ 38,830.49	\$ 39,582.33	\$ 40,378.40	\$ 41,196.58	\$ 42,036.88	\$ 42,877.18	\$ 43,739.58	\$ 44,601.99
	1,434.80	1,463.71	1,493.48	1,522.40	1,553.02	1,584.48	1,616.80	1,649.12	1,682.29	1,715.46
	17.93	18.30	18.67	19.03	19.41	19.81	20.21	20.61	21.03	21.44
21	\$ 38,233.44	\$ 39,007.39	\$ 39,781.35	\$ 40,577.42	\$ 41,395.60	\$ 42,213.78	\$ 43,054.08	\$ 43,916.49	\$ 44,801.01	\$ 45,707.64
	1,470.52	1,500.28	1,530.05	1,560.67	1,592.14	1,623.61	1,655.93	1,689.10	1,723.12	1,757.99
	18.38	18.75	19.13	19.51	19.90	20.30	20.70	21.11	21.54	21.97
22	\$ 33,881.30	\$ 34,561.48	\$ 35,262.91	\$ 35,964.34	\$ 36,687.03	\$ 37,430.97	\$ 38,174.91	\$ 38,940.11	\$ 39,726.57	\$ 40,513.02
	1,303.13	1,329.29	1,356.27	1,383.24	1,411.04	1,439.65	1,468.27	1,497.70	1,527.94	1,558.19
	16.29	16.62	16.95	17.29	17.64	18.00	18.35	18.72	19.10	19.48
Fire	\$ 12.56	\$ 12.82	\$ 13.08	\$ 13.34	\$ 13.60	\$ 13.88	\$ 14.15	\$ 14.44	\$ 14.73	\$ 15.02
23	\$ 40,179.39	\$ 40,975.45	\$ 41,793.64	\$ 42,633.93	\$ 43,474.23	\$ 44,336.64	\$ 45,243.27	\$ 46,149.90	\$ 47,056.54	\$ 47,985.29
	1,545.36	1,575.98	1,607.45	1,639.77	1,672.09	1,705.26	1,740.13	1,775.00	1,809.87	1,845.59
	19.32	19.70	20.09	20.50	20.90	21.32	21.75	22.19	22.62	23.07
24	\$ 41,174.47	\$ 41,992.65	\$ 42,855.06	\$ 43,717.47	\$ 44,579.88	\$ 45,464.40	\$ 46,371.04	\$ 47,321.90	\$ 48,250.64	\$ 49,201.50
	1,583.63	1,615.10	1,648.27	1,681.44	1,714.61	1,748.63	1,783.50	1,820.07	1,855.79	1,892.37
	19.80	20.19	20.60	21.02	21.43	21.86	22.29	22.75	23.20	23.65
25	\$ 42,213.78	\$ 43,054.08	\$ 43,916.49	\$ 44,801.01	\$ 45,707.64	\$ 46,614.28	\$ 47,543.03	\$ 48,516.00	\$ 49,466.86	\$ 50,439.83
	1,623.61	1,655.93	1,689.10	1,723.12	1,757.99	1,792.86	1,828.58	1,866.00	1,902.57	1,939.99
	20.30	20.70	21.11	21.54	21.97	22.41	22.86	23.32	23.78	24.25
26	\$ 43,275.21	\$ 44,137.62	\$ 45,022.14	\$ 45,906.66	\$ 46,813.30	\$ 47,764.16	\$ 48,715.02	\$ 49,710.10	\$ 50,683.08	\$ 51,700.28
	1,664.43	1,697.60	1,731.62	1,765.64	1,800.51	1,837.08	1,873.65	1,911.93	1,949.35	1,988.47
	20.81	21.22	21.65	22.07	22.51	22.96	23.42	23.90	24.37	24.86

Balcones Heights FY 2013-14 Annual Budget

Fire	\$ 16.21	\$ 16.53	\$ 16.86	\$ 17.19	\$ 17.53	\$ 17.89	\$ 18.25	\$ 18.62	\$ 18.98	\$ 19.36
27	\$ 44,336.64	\$ 45,243.27	\$ 46,149.90	\$ 47,056.54	\$ 47,985.29	\$ 48,958.26	\$ 49,931.23	\$ 50,948.43	\$ 51,965.63	\$ 53,004.95
	1,705.26	1,740.13	1,775.00	1,809.87	1,845.59	1,883.01	1,920.43	1,959.56	1,998.68	2,038.65
	21.32	21.75	22.19	22.62	23.07	23.54	24.01	24.49	24.98	25.48
Fire	16.44	16.78	17.11	17.45	17.79	18.15	18.51	18.89	19.27	19.65
28	\$ 45,442.29	\$ 46,348.92	\$ 47,299.78	\$ 48,228.53	\$ 49,179.39	\$ 50,174.48	\$ 51,169.56	\$ 52,208.88	\$ 53,248.19	\$ 54,331.73
	1,747.78	1,782.65	1,819.22	1,854.94	1,891.52	1,929.79	1,968.06	2,008.03	2,048.01	2,089.68
	21.85	22.28	22.74	23.19	23.64	24.12	24.60	25.10	25.60	26.12
29	\$ 46,592.17	\$ 47,520.91	\$ 48,493.89	\$ 49,444.75	\$ 50,417.72	\$ 51,434.92	\$ 52,452.12	\$ 53,513.55	\$ 54,597.08	\$ 55,702.74
	1,792.01	1,827.73	1,865.15	1,901.72	1,939.14	1,978.27	2,017.39	2,058.21	2,099.89	2,142.41
	22.40	22.85	23.31	23.77	24.24	24.73	25.22	25.73	26.25	26.78
30	\$ 47,764.16	\$ 48,715.02	\$ 49,710.10	\$ 50,683.08	\$ 51,700.28	\$ 52,717.48	\$ 53,778.90	\$ 54,840.33	\$ 55,945.98	\$ 57,073.74
	1,837.08	1,873.65	1,911.93	1,949.35	1,988.47	2,027.60	2,068.42	2,109.24	2,151.77	2,195.14
	22.96	23.42	23.90	24.37	24.86	25.34	25.86	26.37	26.90	27.44
31	\$ 48,958.26	\$ 49,931.23	\$ 50,948.43	\$ 51,965.63	\$ 53,004.95	\$ 54,044.26	\$ 55,127.80	\$ 56,233.45	\$ 57,361.21	\$ 58,511.09
	1,883.01	1,920.43	1,959.56	1,998.68	2,038.65	2,078.63	2,120.30	2,162.82	2,206.20	2,250.43
	23.54	24.01	24.49	24.98	25.48	25.98	26.50	27.04	27.58	28.13
32	\$ 50,174.48	\$ 51,169.56	\$ 52,208.88	\$ 53,248.19	\$ 54,331.73	\$ 55,415.27	\$ 56,520.92	\$ 57,626.57	\$ 58,776.45	\$ 59,948.44
	1,929.79	1,968.06	2,008.03	2,048.01	2,089.68	2,131.36	2,173.88	2,216.41	2,260.63	2,305.71
	24.12	24.60	25.10	25.60	26.12	26.64	27.17	27.71	28.26	28.82
33	\$ 51,434.92	\$ 52,452.12	\$ 53,513.55	\$ 54,597.08	\$ 55,702.74	\$ 56,808.39	\$ 57,958.27	\$ 59,130.26	\$ 60,324.36	\$ 61,540.58
	1,978.27	2,017.39	2,058.21	2,099.89	2,142.41	2,184.94	2,229.16	2,274.24	2,320.17	2,366.95
	24.73	25.22	25.73	26.25	26.78	27.31	27.86	28.43	29.00	29.59
34	\$ 52,717.48	\$ 53,778.90	\$ 54,840.33	\$ 55,945.98	\$ 57,073.74	\$ 58,223.62	\$ 59,395.61	\$ 60,589.72	\$ 61,805.93	\$ 63,044.26
	2,027.60	2,068.42	2,109.24	2,151.77	2,195.14	2,239.37	2,284.45	2,330.37	2,377.15	2,424.78
	25.34	25.86	26.37	26.90	27.44	27.99	28.56	29.13	29.71	30.31
35	\$ 54,022.15	\$ 55,105.68	\$ 56,211.34	\$ 57,339.10	\$ 58,466.87	\$ 59,638.86	\$ 60,832.96	\$ 62,049.18	\$ 63,287.51	\$ 64,570.06
	2,077.77	2,119.45	2,161.97	2,205.35	2,248.73	2,293.80	2,339.73	2,386.51	2,434.13	2,483.46
	25.97	26.49	27.02	27.57	28.11	28.67	29.25	29.83	30.43	31.04

Balcones Heights FY 2013-14 Annual Budget

36	\$ 55,393.15	\$ 56,476.69	\$ 57,604.46	\$ 58,754.34	\$ 59,926.33	\$ 61,120.43	\$ 62,336.65	\$ 63,574.98	\$ 64,835.42	\$ 66,117.98
	2,130.51	2,172.18	2,215.56	2,259.78	2,304.86	2,350.79	2,397.56	2,445.19	2,493.67	2,543.00
	26.63	27.15	27.69	28.25	28.81	29.38	29.97	30.56	31.17	31.79
37	\$ 56,764.16	\$ 57,914.04	\$ 59,086.03	\$ 60,280.13	\$ 61,496.35	\$ 62,734.68	\$ 63,995.12	\$ 65,277.68	\$ 66,604.46	\$ 67,931.24
	2,183.24	2,227.46	2,272.54	2,318.47	2,365.24	2,412.87	2,461.35	2,510.68	2,561.71	2,612.74
	27.29	27.84	28.41	28.98	29.57	30.16	30.77	31.38	32.02	32.66
38	\$ 58,201.51	\$ 59,373.50	\$ 60,567.60	\$ 61,783.82	\$ 63,022.15	\$ 64,282.59	\$ 65,565.15	\$ 66,869.82	\$ 68,218.71	\$ 69,567.61
	2,238.52	2,283.60	2,329.52	2,376.30	2,423.93	2,472.41	2,521.74	2,571.92	2,623.80	2,675.68
	27.98	28.54	29.12	29.70	30.30	30.91	31.52	32.15	32.80	33.45
39	\$ 59,638.86	\$ 60,832.96	\$ 62,049.18	\$ 63,287.51	\$ 64,570.06	\$ 65,852.62	\$ 67,157.29	\$ 68,484.07	\$ 69,877.19	\$ 71,270.31
	2,293.80	2,339.73	2,386.51	2,434.13	2,483.46	2,532.79	2,582.97	2,634.00	2,687.58	2,741.17
	28.67	29.25	29.83	30.43	31.04	31.66	32.29	32.93	33.59	34.26
40	\$ 61,142.54	\$ 62,358.76	\$ 63,597.09	\$ 64,857.53	\$ 66,162.20	\$ 67,488.98	\$ 68,837.88	\$ 70,231.00	\$ 71,624.12	\$ 73,061.47
	2,351.64	2,398.41	2,446.04	2,494.52	2,544.70	2,595.73	2,647.61	2,701.19	2,754.77	2,810.06
	29.40	29.98	30.58	31.18	31.81	32.45	33.10	33.76	34.43	35.13
41	\$ 62,668.34	\$ 63,928.79	\$ 65,211.34	\$ 66,516.01	\$ 67,864.91	\$ 69,213.80	\$ 70,606.92	\$ 72,000.04	\$ 73,459.50	\$ 74,918.96
	2,410.32	2,458.80	2,508.13	2,558.31	2,610.19	2,662.07	2,715.65	2,769.23	2,825.37	2,881.50
	30.13	30.73	31.35	31.98	32.63	33.28	33.95	34.62	35.32	36.02
42	\$ 64,238.37	\$ 65,520.92	\$ 66,825.59	\$ 68,174.49	\$ 69,523.38	\$ 70,894.39	\$ 72,331.74	\$ 73,791.20	\$ 75,250.66	\$ 76,754.35
	2,470.71	2,520.04	2,570.22	2,622.10	2,673.98	2,726.71	2,781.99	2,838.12	2,894.26	2,952.09
	30.88	31.50	32.13	32.78	33.42	34.08	34.77	35.48	36.18	36.90
43	\$ 65,852.62	\$ 67,157.29	\$ 68,484.07	\$ 69,877.19	\$ 71,270.31	\$ 72,707.66	\$ 74,145.01	\$ 75,626.58	\$ 77,152.38	\$ 78,700.29
	2,532.79	2,582.97	2,634.00	2,687.58	2,741.17	2,796.45	2,851.73	2,908.71	2,967.40	3,026.93
	31.66	32.29	32.93	33.59	34.26	34.96	35.65	36.36	37.09	37.84
44	\$ 67,488.98	\$ 68,837.88	\$ 70,231.00	\$ 71,624.12	\$ 73,061.47	\$ 74,498.82	\$ 76,002.50	\$ 77,528.30	\$ 79,076.21	\$ 80,668.35
	2,595.73	2,647.61	2,701.79	2,754.77	2,810.06	2,865.34	2,923.17	2,981.86	3,041.39	3,102.63
	32.45	33.10	33.76	34.43	35.13	35.82	36.54	37.27	38.02	38.78
45	\$ 69,169.57	\$ 70,540.58	\$ 71,955.82	\$ 73,415.28	\$ 74,874.74	\$ 76,378.42	\$ 77,904.22	\$ 79,474.25	\$ 81,066.39	\$ 82,680.64
	2,660.37	2,713.10	2,767.53	2,823.66	2,879.80	2,937.63	2,996.32	3,056.70	3,117.94	3,180.02
	33.25	33.91	34.59	35.30	36.00	36.72	37.45	38.21	38.97	39.75

Balcones Heights FY 2013-14 Annual Budget

46	\$ 70,894.39	\$ 72,331.74	\$ 73,791.20	\$ 75,250.66	\$ 76,754.35	\$ 78,302.26	\$ 79,872.28	\$ 81,464.42	\$ 83,100.79	\$ 84,759.26
	2,726.71	2,781.99	2,838.12	2,894.26	2,952.09	3,011.63	3,072.01	3,133.25	3,196.18	3,259.97
	34.08	34.77	35.48	36.18	36.90	37.65	38.40	39.17	39.95	40.75
47	\$ 72,685.55	\$ 74,122.89	\$ 75,604.47	\$ 77,130.27	\$ 78,678.18	\$ 80,248.21	\$ 81,862.46	\$ 83,498.82	\$ 85,157.30	\$ 86,860.00
	2,795.60	2,850.88	2,907.86	2,966.55	3,026.08	3,086.47	3,148.56	3,211.49	3,275.28	3,340.77
	34.94	35.64	36.35	37.08	37.83	38.58	39.36	40.14	40.94	41.76
48	\$ 74,498.82	\$ 76,002.50	\$ 77,528.30	\$ 79,076.21	\$ 80,668.35	\$ 82,282.60	\$ 83,918.97	\$ 85,599.56	\$ 87,302.26	\$ 89,071.31
	2,865.34	2,923.17	2,981.86	3,041.39	3,102.63	3,164.72	3,227.65	3,292.29	3,357.78	3,425.82
	35.82	36.54	37.27	38.02	38.78	39.56	40.35	41.15	41.97	42.82
49	\$ 76,378.42	\$ 77,904.22	\$ 79,474.25	\$ 81,066.39	\$ 82,680.64	\$ 84,339.12	\$ 86,019.71	\$ 87,744.52	\$ 89,513.57	\$ 91,304.72
	2,937.63	2,996.32	3,056.70	3,117.94	3,180.02	3,243.81	3,308.45	3,374.79	3,442.83	3,511.72
	36.72	37.45	38.21	38.97	39.75	40.55	41.36	42.18	43.04	43.90
50	i 78,302.26	\$ 79,872.28	\$ 81,464.42	\$ 83,100.79	\$ 84,759.26	\$ 86,439.86	\$ 88,164.67	\$ 89,933.71	\$ 91,724.87	\$ 93,560.25
	3,011.63	3,072.01	3,133.25	3,196.18	3,259.97	3,324.61	3,390.95	3,458.99	3,527.88	3,598.47
	37.65	38.40	39.17	39.95	40.75	41.56	42.39	43.24	44.10	44.98
51	\$ 80,260.84	\$ 81,876.26	\$ 83,491.68	\$ 85,170.87	\$ 86,871.31	\$ 88,593.01	\$ 90,378.47	\$ 92,185.19	\$ 94,013.16	\$ 95,904.91
	3,086.96	3,149.09	3,211.22	3,275.80	3,341.20	3,407.42	3,476.10	3,545.58	3,615.89	3,688.65
	38.59	39.36	40.14	40.95	41.77	42.59	43.45	44.32	45.20	46.11
52	\$ 82,258.86	\$ 83,916.79	\$ 85,595.98	\$ 87,317.68	\$ 89,060.63	\$ 90,824.84	\$ 92,631.56	\$ 94,480.79	\$ 96,372.53	\$ 98,306.78
	3,163.80	3,227.57	3,292.15	3,358.37	3,425.41	3,493.26	3,562.75	3,633.88	3,706.64	3,781.03
	39.55	40.34	41.15	41.98	42.82	43.67	44.53	45.42	46.33	47.26
53	\$ 84,320.65	\$ 86,021.09	\$ 87,721.53	\$ 89,485.74	\$ 91,271.20	\$ 93,077.92	\$ 94,948.41	\$ 96,840.15	\$ 98,774.40	\$ 100,751.16
	3,243.10	3,308.50	3,373.91	3,441.76	3,510.43	3,579.92	3,651.86	3,724.62	3,799.02	3,875.04
	40.54	41.36	42.17	43.02	43.88	44.75	45.65	46.56	47.49	48.44
54	\$ 86,424.94	\$ 88,167.90	\$ 89,932.11	\$ 91,717.57	\$ 93,566.80	\$ 95,416.03	\$ 97,307.77	\$ 99,263.28	\$ 101,240.04	\$ 103,280.57
	3,324.04	3,391.07	3,458.93	3,527.60	3,598.72	3,669.85	3,742.61	3,817.82	3,893.85	3,972.33
	41.55	42.39	43.24	44.09	44.98	45.87	46.78	47.72	48.67	49.65
55	\$ 88,593.01	\$ 90,378.47	\$ 92,163.93	\$ 94,013.16	\$ 95,904.91	\$ 97,796.65	\$ 99,752.16	\$ 101,750.17	\$ 103,769.45	\$ 105,852.49
	3,407.42	3,476.10	3,544.77	3,615.89	3,688.65	3,761.41	3,836.62	3,913.47	3,991.13	4,071.25

Balcones Heights FY 2013-14 Annual Budget

	42.59	43.45	44.31	45.20	46.11	47.02	47.98	48.92	49.89	50.89
56	\$ 90,803.58	\$ 92,631.56	\$ 94,480.79	\$ 96,372.53	\$ 98,285.52	\$ 100,241.03	\$ 102,239.05	\$ 104,300.84	\$ 106,362.62	\$ 108,509.43
	3,492.45	3,562.75	3,633.88	3,706.64	3,780.21	3,855.42	3,932.27	4,011.57	4,090.87	4,173.44
	43.66	44.53	45.42	46.33	47.25	48.19	49.15	50.14	51.14	52.17
57	\$ 93,077.92	\$ 94,948.41	\$ 96,840.15	\$ 98,774.40	\$ 100,751.16	\$ 102,749.18	\$ 104,789.71	\$ 106,894.01	\$ 109,040.82	\$ 111,208.88
	3,579.92	3,651.86	3,724.62	3,799.02	3,875.04	3,951.89	4,030.37	4,111.31	4,193.88	4,277.26
	44.75	45.65	46.56	47.49	48.44	49.40	50.38	51.39	52.42	53.47

Balcones Heights Police Association Pay Scale



**Police Officer
FY 2013-14**

**ATS Admin and Investigators (8-4:30)
Based on 80**

**Patrol Officer
Based on 84**

Ste	Starting Pay	Annual	Bi-Weekly	Hourly	Annual	Bi-Weekly	Hourly
1		37,122.80	1,427.80	17.8475	38,978.95	1,499.19	17.8475
2	After 1 year	37,865.26	1,456.36	18.2045	39,758.51	1,529.17	18.2044
3	After 2 year	38,622.56	1,485.48	18.5685	40,553.69	1,559.76	18.5685
4	After 3 year	39,395.01	1,515.19	18.9399	41,364.76	1,590.95	18.9399
5	After 5 year	40,182.91	1,545.50	19.3187	42,192.05	1,622.77	19.3187
6	After 7 year	40,986.57	1,576.41	19.7051	43,035.90	1,655.23	19.7051
7	After 9 year	41,806.30	1,607.93	20.0992	43,896.62	1,688.33	20.0992
8	After 12 year	42,642.43	1,640.09	20.5012	44,774.55	1,722.10	20.5012
9	After 15 year	43,495.28	1,672.90	20.9112	45,670.04	1,756.54	20.9112
10	After 18 year	44,365.18	1,706.35	21.3294	46,583.44	1,791.67	21.3294

Sergeant/Investigator

Step	Starting Pay	Annual	Bi-Weekly	Hourly	Annual	Bi-Weekly	Hourly
1		47,158.68	1,813.80	22.6724	49,516.61	1,904.49	22.6724
2	After 1 year	48,101.86	1,850.07	23.1259	50,506.95	1,942.57	23.1259
3	After 2 year	49,063.89	1,887.07	23.5884	51,517.09	1,981.43	23.5884
4	After 3 year	50,045.17	1,924.81	24.0602	52,547.43	2,021.05	24.0602
5	After 5 year	51,046.08	1,963.31	24.5414	53,598.38	2,061.48	24.5414
6	After 7 year	52,067.00	2,002.58	25.0322	54,670.34	2,102.71	25.0322
7	After 9 year	53,108.33	2,042.63	25.5329	55,763.76	2,144.76	25.5329
8	After 12 year	54,170.50	2,083.48	26.0435	56,879.03	2,187.66	26.0435
9	After 15 year	55,253.92	2,125.15	26.5644	58,016.61	2,231.41	26.5644
10	After 18 year	56,358.99	2,167.65	27.0957	59,176.94	2,276.04	27.0957