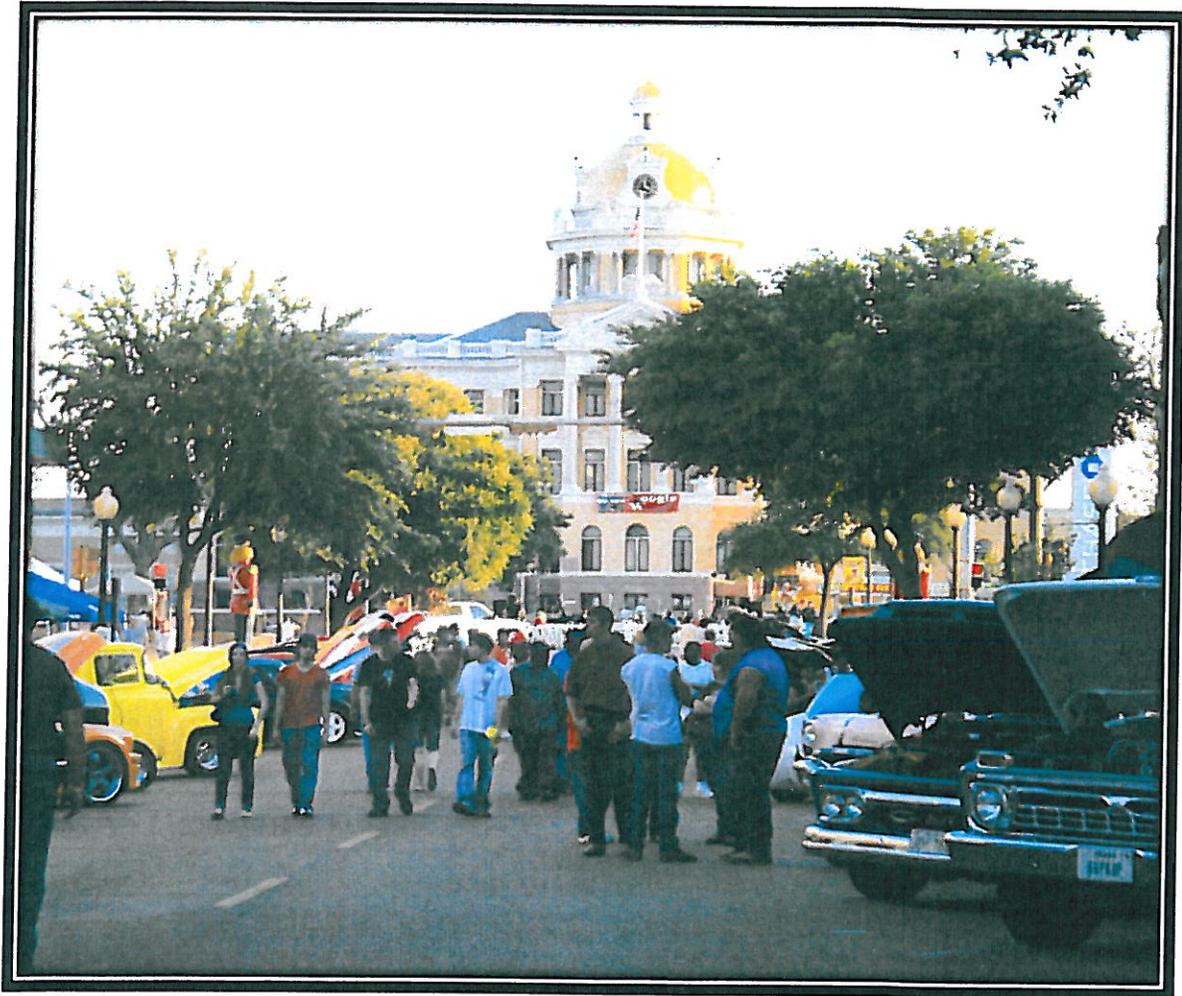


# **CITY OF MARSHALL, TEXAS**



Marshall Main Street Cruise Night

## **2013**

## **ANNUAL BUDGET**

**January 1, 2013 through December 31, 2013**

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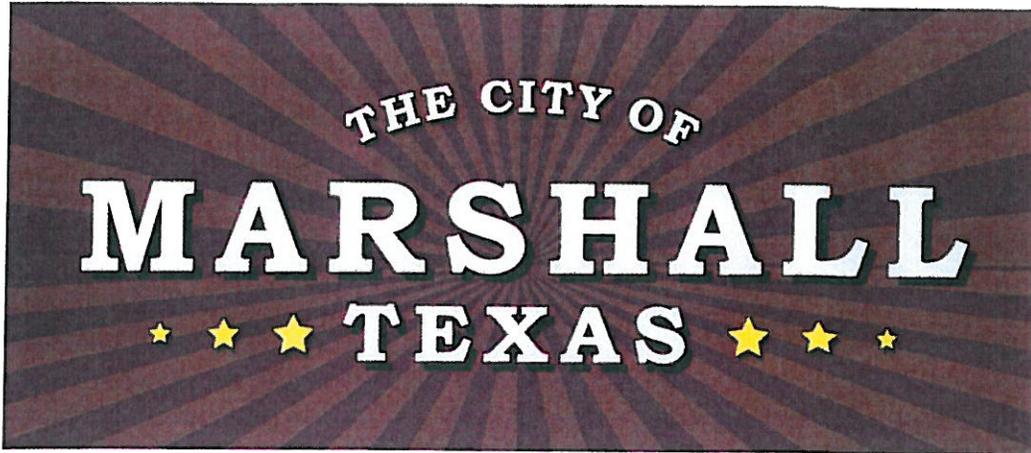
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*Attached is the adopted budget for the City of Marshall Calendar Year 2013.*

*This statement is being provided in compliance with House Bill 3195 amending Local Government Code sections 102.005-102.008, 111.003, 111.006-111.009, 111.033, 111.037-111.040 and 111.067.*

*This budget will raise more total property taxes than last year's budget by \$13,141 or 0.26%, and of that amount, \$73,863 is tax revenue to be raised from new property added to the tax roll this year.*

# CITY COMMISSION

May 2012 – May 2013

*ED SMITH, Chairman*  
*District #7*

*GLORIA MOON*  
*District #1*

*ZEPHANIAH TIMMINS*  
*District #2*

*JOHN FLOWERS*  
*District #3*

*BILL MARSHALL*  
*District #4*

*CHARLIE OLIVER*  
*District #5*

*GARRETT BOERSMA*  
*District #6*

## MANAGEMENT STAFF

*CITY MANAGER*  
*Frank Johnson*

*ASSISTANT CITY MANAGER/  
PURCHASING/CONVENTION CENTER  
DIRECTOR*  
*Ardis Wright*

*CITY SECRETARY/  
FINANCE DIRECTOR*  
*Lisa Agnor*

*LIBRARY DIRECTOR*  
*Anna Lane*

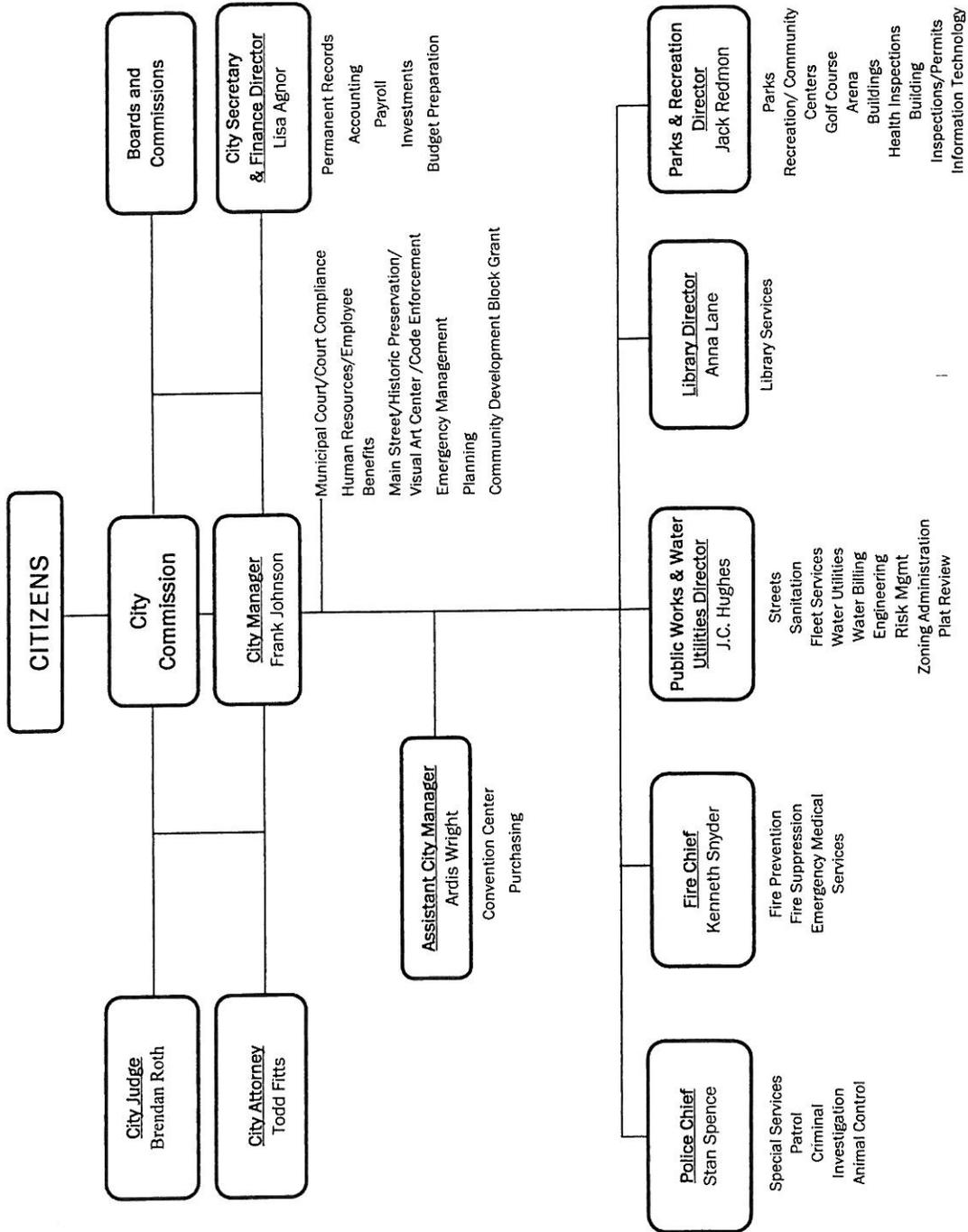
*PARKS & RECREATION  
DIRECTOR*  
*Jack Redmon*

*WATER UTILITIES/PUBLIC  
WORKS DIRECTOR*  
*J. C. Hughes*

*POLICE CHIEF*  
*Stan Spence*

*FIRE CHIEF*  
*Kenneth Snyder*

# ORGANIZATIONAL CHART





CITY OF

# Marshall

P.O. Box 698

Texas 75671-0698

www.marshalltexas.net

Mayor & City  
Commission  
(903) 935-4421

City Manager  
(903) 935-4418

Assistant  
City Manager  
(903) 935-4419

City Secretary  
(903) 935-4450

Engineering  
(903) 935-4401

Event Facilities  
(903) 935-4423

Finance  
(903) 935-4445

Fire Chief  
(903) 935-4580

Human Resources  
(903) 935-4425

Library  
(903) 935-4465

Parks and  
Recreation  
(903) 935-4470

Planning and  
Community  
Development  
(903) 935-4459

Police Chief  
(903) 935-4520

Public Works  
(903) 935-4485

Purchasing  
(903) 935-4423

Water/Waste  
Water Utilities  
(903) 935-4485

The Honorable Chairman and City Commissioners  
City of Marshall  
Marshall, Texas

### Members of the City Commission:

Enclosed is the budget for the fiscal year beginning January 1, 2013 and ending December 31, 2013. The document is the result of much hard work by the City Commission and the City staff. As always, the 2013 budget seeks to provide a balance of good levels of service and maintenance of public facilities at the lowest possible cost to the citizens of Marshall.

The development of the 2013 budget was influenced by the same factors that have impacted the preparation of the City of Marshall's annual budgets since 2008. A slight downturn occurred in the local economy that began in late 2007 and extended through most of 2008. It was driven by declining retail activity and sharply rising fuel costs and was made worse by a major downturn in the national economy that began in October, 2008 and continues today. Some relief from this downturn has been felt in Texas in the past year and in our local economy in the past few months.

As has become our practice, the budgeting process for development of the 2013 budget began with a discussion of priorities by the City Commission. There was a consensus among the City Commission that the City of Marshall needs to continue to emphasize provision of basic or essential services.

Two additional staff positions were eliminated in the 2013 budget, bringing the total staff reductions since 2010 to 23.

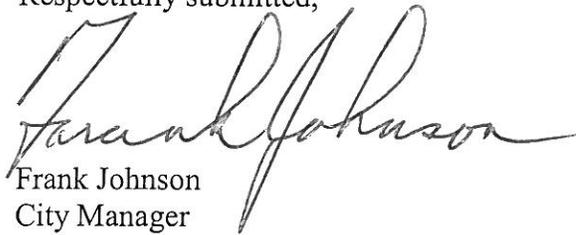
The 2013 budget is a balanced budget with no reliance on reserves. Projected revenues and budgeted expenditures for the General Fund and the Water and Sewer Enterprise Fund are as follows:

<u>Fund</u>	<u>Projected Revenues</u>	<u>Budgeted Expenditures</u>
General Fund	\$17,749,426	\$17,749,314
Water and Sewer Enterprise Fund	\$10,084,000	\$10,083,276
<b>Total</b>	<b>\$27,833,426</b>	<b>\$27,832,590</b>

As always, revenues will need to be watched closely and expenditures will need to be controlled carefully throughout the 2013 fiscal year to assure that the City of Marshall achieves its primary goal of maintaining a balanced budget.

I wish to extend my thanks to each member of the City Commission for the many hours of work put forth attending the budget workshops, reviewing draft budget documents, and providing input to develop the adopted budget. I also would like to express my appreciation to the city staff for their hard work in striving to maintain high levels of service to our citizens in difficult economic times. It is my hope, as I am sure it is yours, that 2013 will be a good year for the City of Marshall.

Respectfully submitted,

A handwritten signature in cursive script that reads "Frank Johnson". The signature is written in black ink and is positioned above the printed name and title.

Frank Johnson  
City Manager

ORDINANCE NO. 0-12-14

AN ORDINANCE MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF MARSHALL, TEXAS, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2013 AND ENDING DECEMBER 31, 2013; APPROPRIATING MONEY TO A SINKING FUND TO PAY INTEREST AND PRINCIPAL DUE ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF MARSHALL, TEXAS, FOR THE 2013 FISCAL YEAR.

WHEREAS, the budget, as presented in Section 1 below, for the fiscal year beginning January 1, 2013 and ending December 31, 2013 was duly presented to the City Commission by the City Manager and public hearings were ordered by the City Commission and said notices were published in the Marshall News Messenger and said public hearings were held according to said notice; now, therefore,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS:

SECTION 1

THAT the appropriations for the fiscal year beginning January 1, 2013 and ending December 31, 2013 for the support of the City of Marshall, Texas, be fixed and determined for said term in accordance with the expenditures shown in the City's fiscal year 2013 budget, as detailed below:

General Fund

General Government	\$ 1,868,770
Finance	219,451
Police	4,617,549
Fire	3,765,509
Public Works	3,522,731
Purchasing	3,675
Inspections	296,853
Convention Center	281,944
Library	471,666
Non-departmental	1,591,172
Tax Collection	91,800
Parks & Recreation	1,018,280
Interfund Transfer	0
Total	<u>\$17,749,400</u>

Water & Sewer Enterprise Fund

Administrative	\$ 289,506
Water Production	1,452,429
Distribution & Collection	1,249,465
Wastewater Treatment	1,287,484
Water Billing & Collection	506,639
Engineering	158,096
Non-departmental	856,933
Debt Service	2,480,724
Transfer to General Fund*	1,746,000
Transfer to Equipment Replacement Fund	56,000
Total	<u>\$ 10,083,276</u>

Sub-Total – Operating Budget \$ 27,832,676

General Obligation Debt Service Fund

Interest & Fees	\$ 296,996
Principal Payments	440,000
Total	<u>\$ 736,996</u>

Hotel/Motel Occupancy Tax Fund

Tourism	\$ 363,620
Debt Service Payments	176,688
Transfer to General Fund	<u>\$ 139,692</u>
Total	<u>\$ 680,000</u>

Litter Control Fund

Public Works	\$ 53,000
Parks & Recreation	<u>12,600</u>
Total	\$ <u>65,600</u>

D.A.R.E. Donation Fund

Public Safety	\$ 11,000
Total	\$ <u>11,000</u>

Street Maintenance Fund

Street Improvements	\$ 425,000
Total	\$ <u>425,000</u>

Equipment Replacement Fund

Capital Improvements	\$ 40,000
Total	\$ <u>40,000</u>

Total Budget	\$ <u>29,791,272</u>
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SECTION 2

THAT the budget, as shown in words and figures in Section 1, is hereby approved in all respects and adopted as the City's budget for fiscal year beginning January 1, 2013 and ending December 31, 2013.

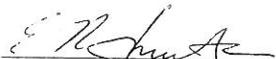
PASSED AND APPROVED this, the 13<sup>th</sup> day of September, 2012.

AYES: 4  
 NOES: 2  
 ABSTAINED: 1

PASSED, APPROVED, AND ADOPTED this, the 14<sup>th</sup> day of September, 2012.

AYES: 4  
 NOES: 1  
 ABSTAINED: 0

APPROVED:

  
 CHAIRMAN OF THE CITY COMMISSION  
 OF THE CITY OF MARSHALL, TEXAS

ATTEST:

  
 LISA AGNOR  
 CITY SECRETARY

# BUDGET SUMMARY

*The City's 2013 Annual Budget is funded primarily through two types of funds. The General Fund and the Water and Sewer Enterprise Fund.*

*The General Fund is used to pay for core City services. Examples of these services are public safety, parks and recreation, street maintenance, and the library. The revenue to pay for these services comes from primarily sales tax and property taxes, but also includes fees, licenses and permits, fines and other various sources.*

*The City's property tax is levied each October 1 based on the assessed value of all real and business personal property in the city. The City Commission sets the property tax rate. The value of property is established by the Harrison Central Appraisal District.*

*The Water and Sewer Enterprise Fund is funded from water and sewer user fees.*

*The following pages summarize revenue and expenditures for both of these funds.*

*The City also has various other funds that are designated for a special purpose and do not support the annual operations of the city. The larger of these funds are shown in this document following the Water and Sewer Enterprise Fund.*

**2013 PERSONNEL SUMMARY**  
**GENERAL AND**  
**WATER AND SEWER ENTERPRISE FUND**

Note: This list includes all permanent employees. Some departments have funds allocated on an annual basis for seasonal and/or part-time employees. These seasonal and/or part-time employees are not included in this listing since the number hired varies based on the needs of the department. Each department with part-time and hourly funding is indicated with an asterisk(\*) by the department or division name. The funded amount can be found in the detailed department budget.

<u>ACTIVITY</u>	<u>PART-TIME</u>	<u>FULL-TIME</u>	<u>TOTAL</u>
<u>GENERAL GOVERNMENT</u>			
Municipal Court/Court Compliance *	2.00	4.00	6.00
Administration		2.00	2.00
Information Technology		1.50	1.50
City Secretary		1.00	1.00
Buildings		1.00	1.00
Human Resources		1.50	1.50
Main Street		2.00	2.00
Visual Arts Center *		0.00	0.00
Code Enforcement		2.00	2.00
	<hr/>		
TOTAL - GENERAL GOVERNMENT	2.00	15.00	17.00
	<hr/>		
<u>FINANCE</u>			
Accounting		3.00	3.00
	<hr/>		
TOTAL - FINANCE		3.00	3.00
	<hr/>		
<u>PUBLIC SAFETY</u>			
<u>POLICE</u>			
Special Services		17.00	17.00
Patrol		40.00	40.00
Criminal Investigation		11.00	11.00
Animal Control		3.00	3.00
	<hr/>		
Subtotal – Police		71.00	71.00
	<hr/>		
<u>FIRE</u>			
Prevention		2.00	2.00
Suppression		39.00	39.00
Emergency Medical Services		10.00	10.00
	<hr/>		
Subtotal – Fire		51.00	51.00
	<hr/>		
TOTAL – PUBLIC SAFETY		122.00	122.00
	<hr/>		

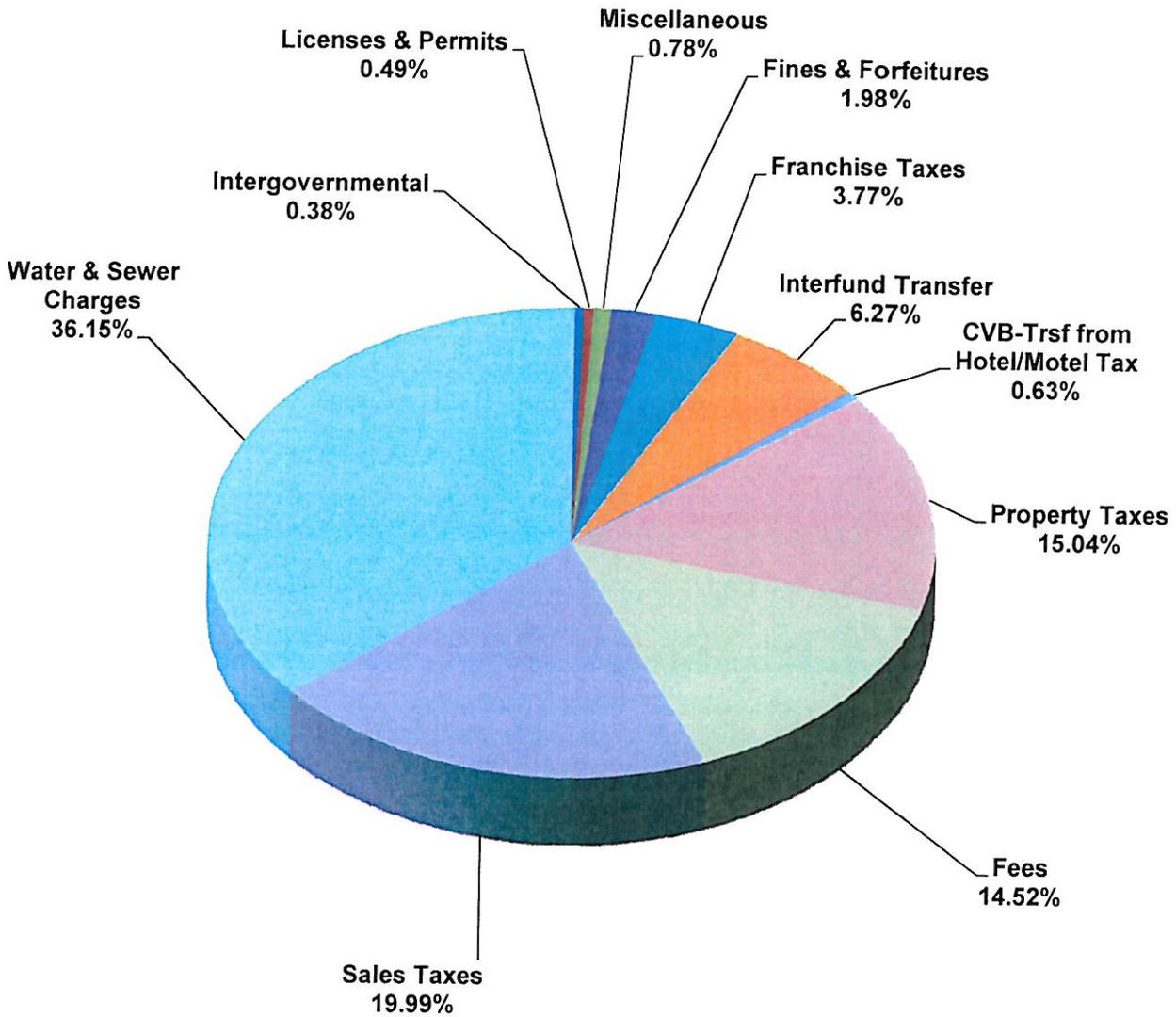
**Budget Summary**  
**Personnel Summary**

<u>ACTIVITY</u>	<u>PART-TIME</u>	<u>FULL-TIME</u>	<u>TOTAL</u>
 <u>PUBLIC WORKS</u>			
Street Maintenance		9.00	9.00
Fleet Services		3.00	3.00
TOTAL – PUBLIC WORKS		12.00	12.00
 <u>PURCHASING</u>			
		0.00	0.00
TOTAL – PURCHASING		0.00	0.00
 <u>INSPECTIONS</u>			
Health Inspection Services		2.00	2.00
Inspection		4.00	4.00
TOTAL – PLANNING & COMMUNITY DEV		6.00	6.00
 <u>CONVENTION CENTER *</u>			
		4.00	4.00
TOTAL – CONVENTION CENTER		4.00	4.00
 <u>LIBRARY *</u>			
		7.00	7.00
TOTAL – LIBRARY		7.00	7.00
 <u>PARKS &amp; RECREATION</u>			
Administration		1.75	1.75
Parks *		5.25	5.25
Recreation *		0.00	0.00
Golf Course *		1.00	1.00
Multi-Purpose Arena *		2.00	2.00
TOTAL – PARKS & RECREATION		10.00	10.00
TOTAL – GENERAL FUND	2.00	179.00	181.00

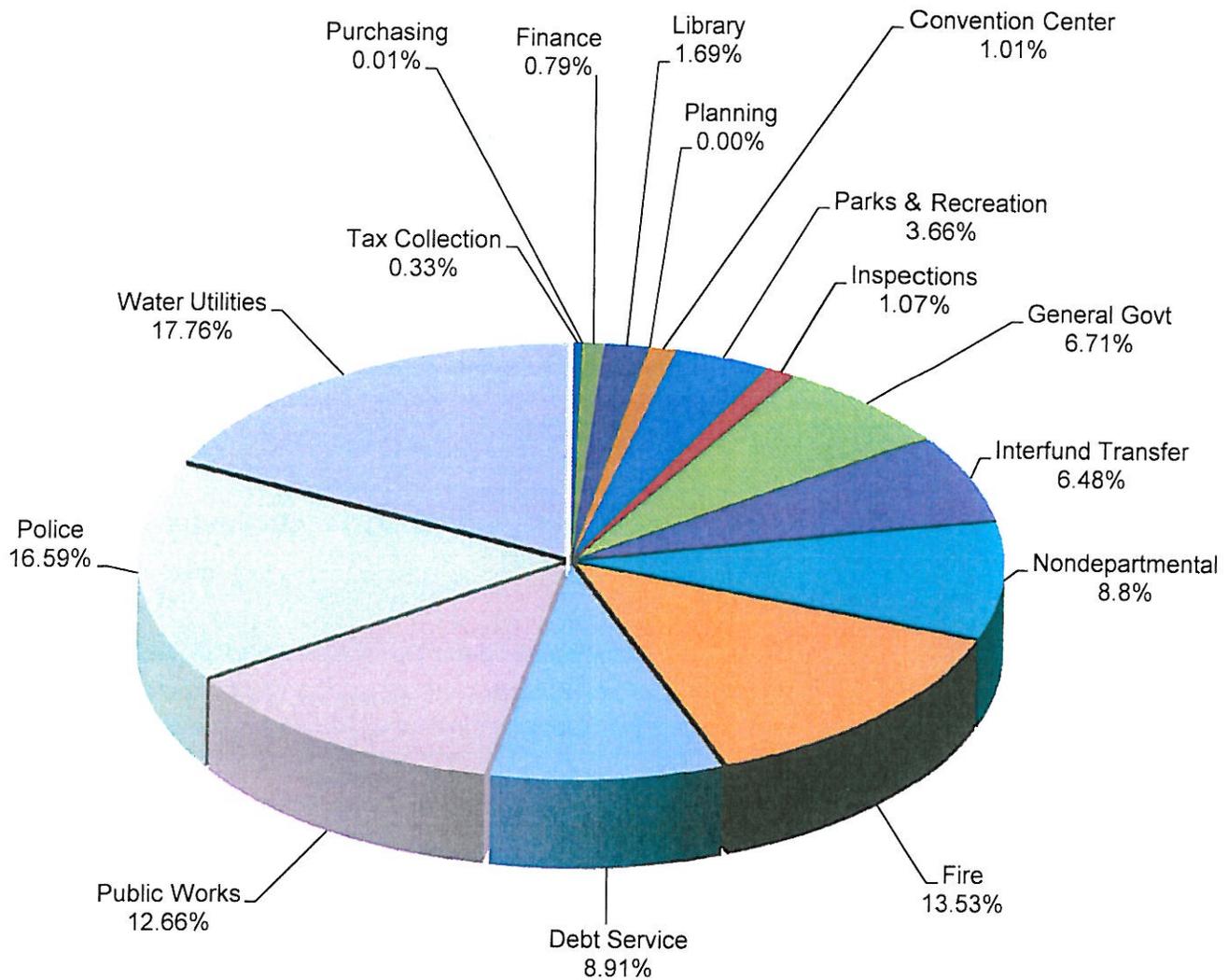
**Budget Summary**  
**Personnel Summary**

<u>ACTIVITY</u>	<u>PART-TIME</u>	<u>FULL-TIME</u>	<u>TOTAL</u>
<u>WATER UTILITIES</u>			
Administration		3.00	3.00
Water Production		9.50	9.50
Water Distribution/Collection		21.00	21.00
Wastewater Treatment		12.50	12.50
Water Billing		10.00	10.00
Engineering		3.00	3.00
TOTAL – WATER UTILITIES		<u>59.00</u>	<u>59.00</u>
SUBTOTAL GENERAL FUND /WATER UTILITIES	<u>2.00</u>	<u>238.00</u>	<u>240.00</u>
Less: Contributory Funds			
a. Community Development Block Grant		<u>0.90</u>	<u>0.90</u>
TOTAL GENERAL FUND AND WATER SEWER ENTERPRISE FUND	<u>2.00</u>	<u>237.10</u>	<u>239.10</u>

**2013  
BUDGET  
ESTIMATED REVENUES  
GENERAL AND  
WATER AND SEWER ENTERPRISE  
FUNDS**



**2013  
BUDGET  
EXPENDITURES/EXPENSES  
GENERAL AND  
WATER AND SEWER ENTERPRISE FUNDS**

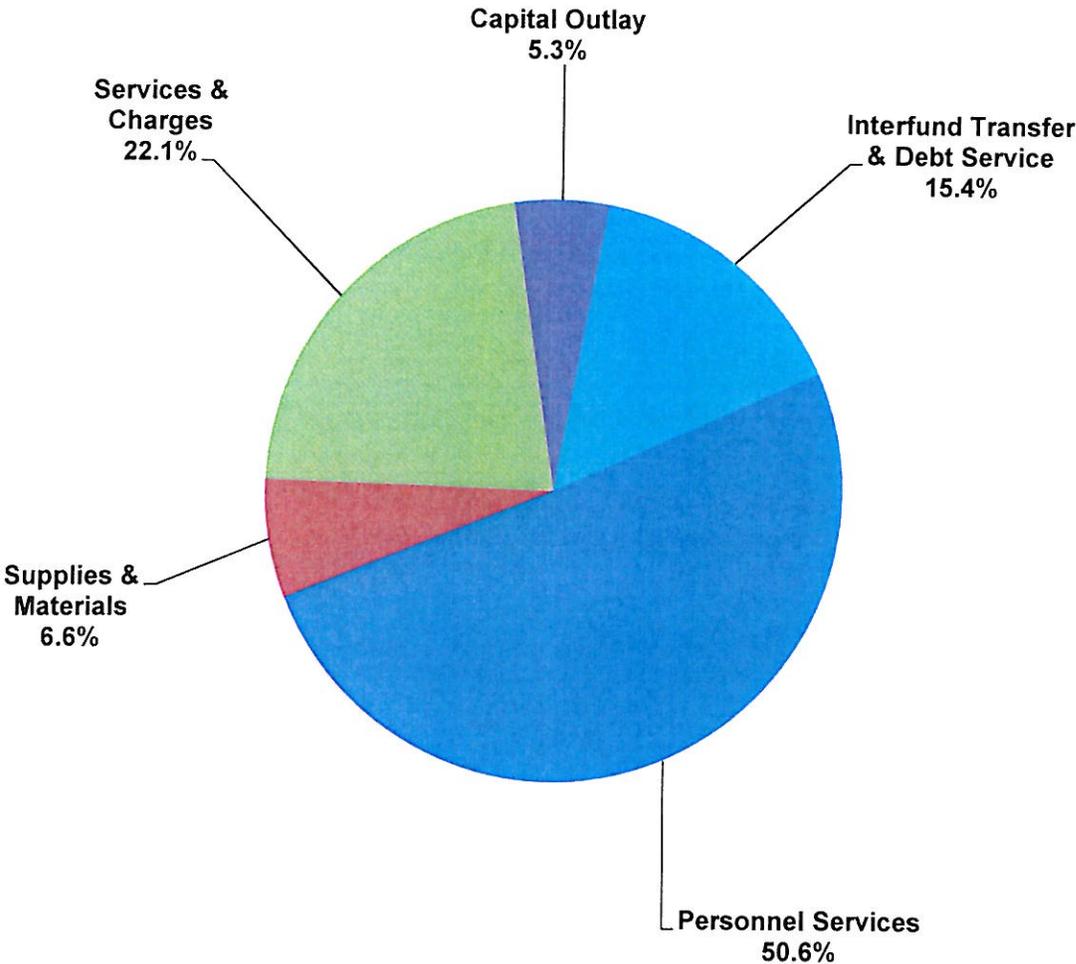


**Budget Summary**  
**Estimated Revenue & Expenditures/Expenses**

ESTIMATED REVENUES AND EXPENDITURES/EXPENSES  
GENERAL AND WATER SEWER ENTERPRISE FUNDS

	ACTUAL	ADOPTED		ADOPTED	
	2011	2011	6/30/2012	2012	2013
<u>REVENUES</u>					
Property Taxes	\$4,386,197	\$4,277,625	\$2,416,168	\$4,190,013	\$4,187,188
Sales Tax	5,902,816	5,781,000	2,894,288	5,925,000	5,565,000
Franchise Taxes	1,119,478	1,095,000	262,709	1,070,000	1,050,000
Licenses & Permits	202,081	134,500	76,575	135,000	135,000
Intergovernmental	617,354	318,850	127,077	234,650	105,500
Fees	4,097,362	3,950,380	2,064,656	4,001,380	4,040,250
Fines & Forfeitures	421,703	576,000	330,420	450,000	550,000
Miscellaneous	335,294	186,800	41,368	201,800	216,800
CVB-Trsf from Hotel/Motel Tax Fund	0	0	0	86,968	176,688
Interfund Transfer	1,656,074	1,350,000	677,500	1,350,000	1,746,000
Water & Sewer Charges	10,598,763	9,390,050	4,760,759	9,708,400	10,061,000
<b>TOTALS</b>	<b>\$29,337,122</b>	<b>\$27,060,205</b>	<b>\$13,651,520</b>	<b>\$27,353,211</b>	<b>\$27,833,426</b>
<u>EXPENDITURES</u>					
General Government	\$2,141,465	\$1,911,751	\$947,196	\$1,849,180	\$1,868,770
Finance	200,971	217,661	95,932	218,623	219,451
Police Department	4,408,012	4,555,355	2,135,723	4,488,407	4,617,549
Fire Department	3,783,636	3,684,235	1,743,276	3,665,373	3,765,509
Public Works	3,715,301	3,339,291	1,279,719	3,533,797	3,522,731
Purchasing	3,347	4,300	2,851	4,300	3,675
Inspections	299,788	296,781	141,017	296,880	296,853
Convention Center	302,341	361,346	144,491	388,416	281,944
Library	468,449	495,651	199,464	471,332	471,666
Tax Collection	60,816	65,000	52,640	70,500	91,800
Nondepartmental	3,074,571	2,513,176	1,453,164	2,531,020	2,448,105
Parks & Recreation	1,009,428	1,034,560	471,651	1,000,274	1,018,280
Planning	52,045	56,105	0	0	0
Water Utilities	5,087,119	4,666,303	2,276,204	4,989,919	4,943,619
Debt Service	2,639,142	2,508,142	2,136,441	2,494,089	2,480,724
Interfund Transfer	1,350,000	1,350,000	675,000	1,350,000	1,802,000
<b>TOTALS</b>	<b>\$28,596,431</b>	<b>\$27,059,657</b>	<b>\$13,754,769</b>	<b>\$27,352,110</b>	<b>\$27,832,676</b>

**2013 BUDGET  
ESTIMATED SUMMARY OF  
EXPENDITURES/EXPENSES BY  
CHARACTER & OBJECT  
GENERAL AND  
WATER AND SEWER ENTERPRISE  
FUNDS**



**Budget Summary**  
**Summary by Character & Object Classification**

GENERAL AND WATER AND SEWER ENTERPRISE FUNDS

SUMMARY OF EXPENDITURES/EXPENSES  
BY CHARACTER AND OBJECT CLASSIFICATION

	<u>2013</u>
Personnel Services	\$14,092,403
Supplies & Materials	\$1,839,637
Services & Charges	\$6,145,987
Capital Outlay	\$1,471,925
Subtotal	\$23,549,952
Interfund Transfer & Debt Service	<u>4,282,724</u>
Total	<u><u>\$27,832,676</u></u>

# GENERAL FUND

*The General Fund is used to pay for core City services. The following departments provide services directly to citizens or provide support services to the departments:*

- *General Government which includes Legislative, Municipal Court, City Attorney, Administration, Information Technology, City Secretary, Buildings, Human Resources, Main Street, Emergency Management, Visual Art Center, and Code Enforcement*
- *Finance*
- *Public Safety including Police and Fire*
- *Public Works*
- *Purchasing*
- *Inspections*
- *Convention Center*
- *Library*
- *Non-departmental*
- *Parks and Recreation*

*The revenue to pay for these services comes from primarily sales tax, fees and property tax, but also includes licenses and permits, fines and other various sources.*

*This section of the budget includes the following:*

- *Property tax information including the tax rate and collection schedule, 20-year property rate analysis, and analysis of property valuations for the previous 10 years*
- *General Fund estimated revenues*
- *General Fund estimated expenditures*
- *General Fund detailed line-item departmental budgets*

**General Fund**  
**Tax Rate/Collection Schedule**

GENERAL FUND  
TAX RATE COLLECTION SCHEDULE  
2013

Assessed Valuation		<u>\$1,049,190,644</u>
*Tax Rate per \$100 Valuation		
*For Operations	\$0.40311	<u>4,229,392</u>
For Debt Service	0.07293	<u>765,175</u>
*Total	<u>\$0.47604</u>	<u>\$4,994,567</u>
Total Current Tax Levy		<u>\$4,994,567</u>

For Operation:

Estimated Current Tax Collections (92.5%)		\$3,912,188
Estimated Debt Service Collections (92.5%)		707,787
Estimated Delinquent Tax Collections-General Fund		175,000
Estimated Delinquent Tax Collections-Debt Service Fund		19,000
Estimated Penalty & Interest Collections-General Fund		100,000
Estimated Penalty & Interest Collections-Debt Service Fund		<u>10,000</u>
Total Tax Collections - City Operations		<u>\$4,923,975</u>

\* Tax Rate per \$100 valuation takes into consideration a 1/2 cent sales tax estimated receipt of \$1,975,000 for property tax reduction.

**General Fund**  
**Analysis of Tax Rate**

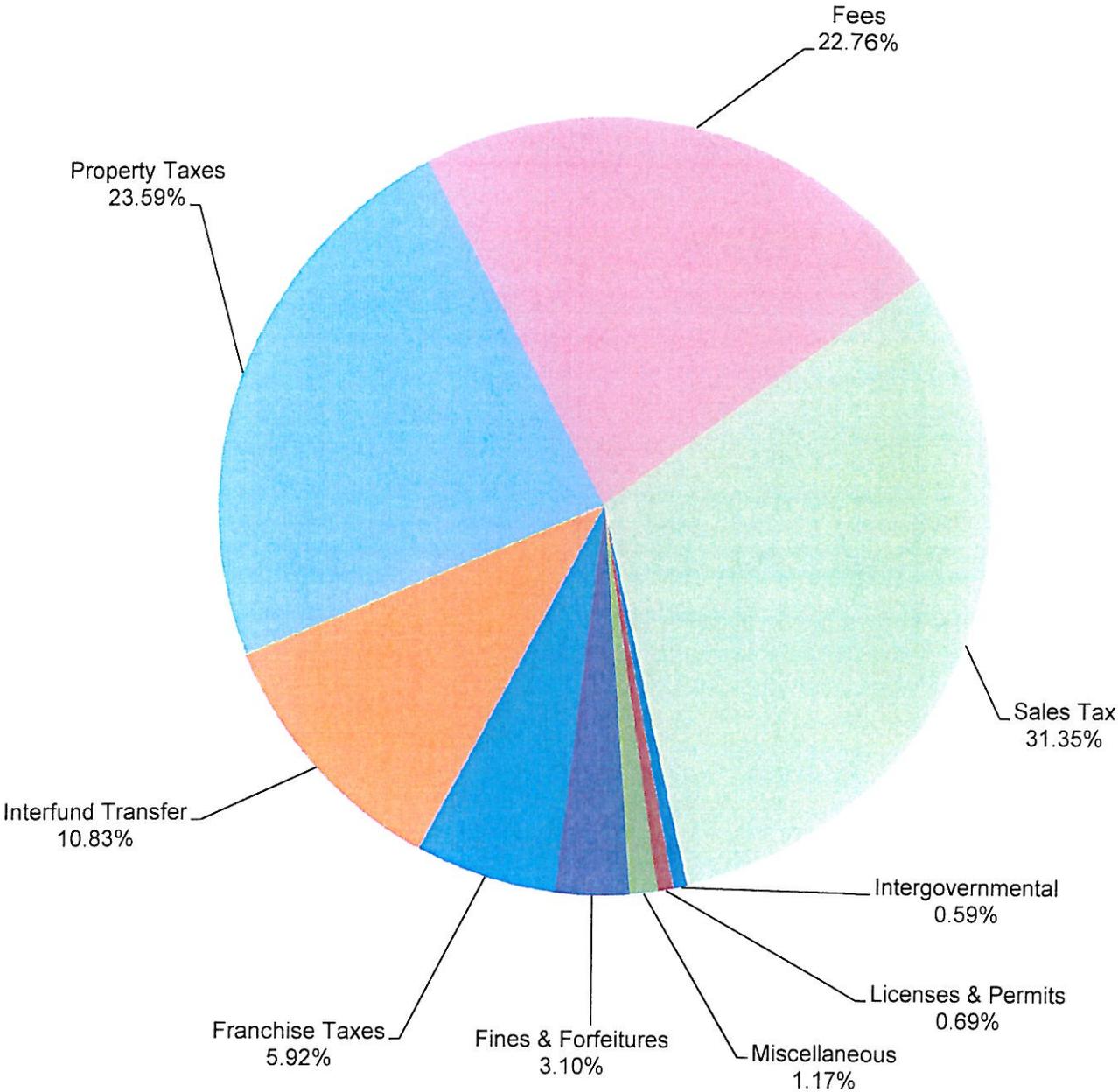
ANALYSIS OF TAX RATE PER \$100.00 VALUATION  
LAST (20) YEARS

TAX YEAR	BUDGET YEAR	(A) GENERAL OPERATING		(B) INTEREST AND SINKING		(C) TOTAL TAX RATE
		TAX RATE	% OF (C)	TAX RATE	% OF (C)	
1993	1994	0.42000	82%	0.09000	18%	0.51000
1994	1995	0.42000	82%	0.09000	18%	0.51000
1995	1996	0.41766	82%	0.09000	18%	0.50766
1996	1997	0.42279	84%	0.08325	16%	0.50604
1997	1998	0.42179	84%	0.08077	16%	0.50256
1998	1999	0.42342	85%	0.07613	15%	0.49955
1999	2000	0.42270	85%	0.07185	15%	0.49455
2000	2001	0.42471	86%	0.06984	14%	0.49455
2001	2002	0.43480	88%	0.05975	12%	0.49455
2002	2003	0.43700	88%	0.05755	12%	0.49455
2003	2004	0.43678	88%	0.05777	12%	0.49455
2004	2005	0.44206	89%	0.05249	11%	0.49455
2005	2006	0.44638	90%	0.04817	10%	0.49455
2006	2007	0.44979	91%	0.04476	9%	0.49455
2007	2008	0.42464	89%	0.05140	11%	0.47604
2008	2009	0.42589	89%	0.05015	11%	0.47604
2009	2010	0.42902	90%	0.04702	10%	0.47604
2010	2011	0.42723	90%	0.04881	10%	0.47604
2011	2012	0.40378	85%	0.07226	15%	0.47604
2012	2013	0.40311	85%	0.07293	15%	0.47604

ANALYSIS OF PROPERTY VALUATIONS  
PREVIOUS (10) YEARS

(A) TAX YEAR	(B) BUDGET YEAR	(C) % ASSESSED	(D) ASSESSED VALUE REAL PROPERTY	(E) ASSESSED VALUE PERSONAL PROPERTY	(F) TOTAL ASSESSED VALUE	(G) LESS EXEMPTIONS	(H) NET ASSESSED VALUE	(I) % OF TOTAL VALUE ASSESSED	(J) TAX RATE
2003	2004	100%	647,946,860	122,771,770	770,718,630	172,638,746	598,079,884	78%	0.49455
2004	2005	100%	667,044,848	163,507,990	830,552,838	176,745,616	653,807,222	79%	0.49455
2005	2006	100%	752,660,840	170,062,700	922,723,540	206,822,758	715,900,782	78%	0.49455
2006	2007	100%	786,159,060	198,349,960	984,509,020	212,005,562	772,503,458	78%	0.49455
2007	2008	100%	876,399,890	270,051,785	1,146,451,675	244,646,494	901,805,181	79%	0.47604
2008	2009	100%	988,027,270	203,783,370	1,191,810,640	249,882,439	941,928,201	79%	0.47604
2009	2010	100%	1,020,098,820	242,223,560	1,262,322,380	259,220,419	1,003,101,961	79%	0.47604
2010	2011	100%	1,020,018,500	251,392,730	1,271,411,230	261,711,379	1,009,699,851	79%	0.47604
2011	2012	100%	1,041,600,370	286,717,480	1,328,317,850	280,111,968	1,048,205,882	79%	0.47604
2012	2013	100%	1,048,088,720	311,001,870	1,359,090,590	309,899,946	1,049,190,644	77%	0.47604

2013 BUDGET  
ESTIMATED REVENUES  
GENERAL FUND



**General Fund  
Estimated Revenues**

GENERAL FUND  
ESTIMATED REVENUES

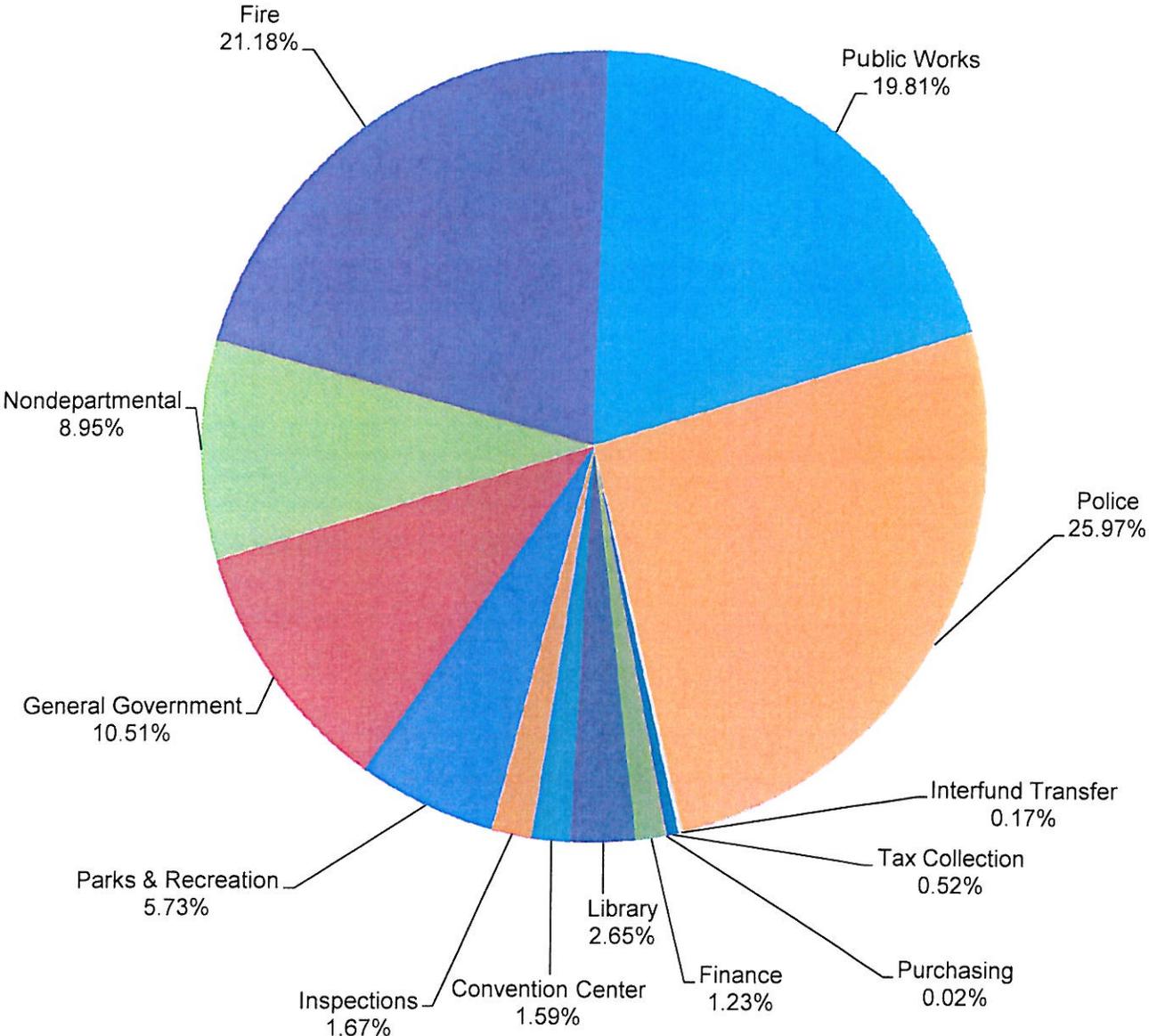
ACCT	DESCRIPTION	ACTUAL	BUDGET	ACTUAL	BUDGET	PROPOSED
		2011	2011	6/30/2012	2012	BUDGET 2013
<u>TAXES</u>						
4000	Property Tax	\$4,061,876	\$4,012,625	\$2,282,924	\$3,915,013	\$3,912,188
4001	Delinquent Tax	206,848	175,000	74,185	175,000	175,000
4002	Penalty & Interest-Taxes	117,473	90,000	59,059	100,000	100,000
4004	Sales Tax Receipts	3,935,211	3,854,000	1,929,525	3,950,000	3,710,000
4005	Electrical Franchise Tax	715,890	660,000	153,482	660,000	660,000
4006	Gas Franchise Tax	117,634	155,000	41,221	140,000	120,000
4007	Telephone Franchise Tax	152,080	165,000	36,474	155,000	150,000
4008	Cable Television Franchise Tax	133,874	115,000	31,532	115,000	120,000
4015	Sales Tax-Property Tax Reduction	1,967,605	1,927,000	964,763	1,975,000	1,855,000
	Subtotal	\$11,408,491	\$11,153,625	\$5,573,165	\$11,185,013	\$10,802,188
<u>LICENSES &amp; PERMITS</u>						
4100	Building Permits	\$128,600	\$75,000	\$41,353	\$75,000	\$75,000
4105	Electrical Permits	19,726	18,000	8,056	18,000	18,000
4110	Liquor Permits	2,550	1,500	800	2,000	2,000
4115	Plumbing Permits	19,677	15,000	8,048	15,000	15,000
4130	Other Licenses/Permits	2,285	2,000	895	2,000	2,000
4135	Itinerate Vendor Permits	0	0	20	0	0
4140	Burning Permits	7,925	10,000	6,875	10,000	10,000
	Subtotal	\$180,763	\$121,500	\$66,047	\$122,000	\$122,000
<u>INTERGOVERNMENTAL REVENUE</u>						
4200	Federal Grants - Police Dept	\$102,664	\$146,100	\$0	\$93,650	\$0
4201	Federal Grants - FEMA	62,000	0	55,553	0	0
4202	Federal Grants - Fire Dept	83,276	69,750	25,627	38,000	0
4210	Library Services-Harrison County	44,000	44,000	22,000	44,000	44,000
4225	Mixed Drink Tax Refund	27,533	25,000	6,897	25,000	27,500
4230	Animal Control-Harrison County	34,000	34,000	17,000	34,000	34,000
4300	FEMA Disaster Reimbursement	3,881	0	0	0	0
	Subtotal	\$357,354	\$318,850	\$127,077	\$234,650	\$105,500
<u>FEES</u>						
4400	Development Fees	\$3,063	\$6,000	\$1,750	\$6,000	\$3,000
4405	Record Duplication	9,223	12,000	4,397	10,000	9,000
4406	Taxable Record Duplication	2,949	2,500	1,708	2,500	3,500
4410	Ambulance Fees	1,223,095	1,150,000	616,561	1,200,000	1,200,000
4412	Special Response Fees	41,972	45,000	20,018	45,000	45,000
4420	Highway Street	2,512	3,000	1,790	3,000	3,000
4426	Refuse Collection	2,278,737	2,200,380	1,164,032	2,200,380	2,277,250
4427	Convenience Station	17,243	20,000	11,125	12,000	17,000
4430	Animal Shelter Fees	1,320	4,000	845	4,000	2,000
4431	Animal Adoption	(2,465)	2,000	1,322	2,000	2,000
4432	Burglar Alarm Fees	24,920	22,000	10,570	22,000	22,000
4434	Wrecker License & Inspection Fee	7,980	8,000	0	4,000	8,000

**General Fund  
Estimated Revenues**

GENERAL FUND  
ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>2011</u>	<u>BUDGET</u> <u>2011</u>	<u>ACTUAL</u> <u>6/30/2012</u>	<u>BUDGET</u> <u>2012</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2013</u>
	<u>Fees - continued</u>					
4435	Food Handler's Fees	130,495	120,000	46,898	130,000	85,000
4445	Community Center	15,103	15,000	8,940	15,000	15,000
4454	Athletic Field Fees	1,670	5,000	180	5,000	2,000
4460	Swimming Fees	2,439	1,500	748	1,500	2,500
4462	Rentals	15,275	10,000	7,763	10,000	15,000
4463	Swimming Instruction	2,700	1,000	672	1,000	2,000
4465	Convention Center Rental	107,385	95,000	54,107	100,000	100,000
4470	Concession Fees	539	2,500	25	2,500	2,500
4475	Library Room Rental	1,283	1,500	451	1,500	1,500
4476	Weisman Building Tenant Rent	12,000	12,000	6,000	12,000	12,000
4490	Visual Art Center Fees	25,249	28,000	12,250	28,000	28,000
4495	Covered Arena Fees	70,240	70,000	35,940	70,000	75,000
4496	Golf Course Fees	89,216	100,000	50,113	100,000	95,000
4497	Library Fines	13,219	14,000	6,451	14,000	13,000
	Subtotal	<u>\$4,097,362</u>	<u>\$3,950,380</u>	<u>\$2,064,656</u>	<u>\$4,001,380</u>	<u>\$4,040,250</u>
	<u>FINES &amp; FORFEITURES</u>					
5000	Fines & Forfeitures	\$423,912	\$576,000	\$282,354	\$450,000	\$550,000
5075	Traffic Light Revenue	407,637	0	184,786	0	0
5076	Traffic Light Expenses	(409,846)	0	(136,720)	0	0
	Subtotal	<u>\$421,703</u>	<u>\$576,000</u>	<u>\$330,420</u>	<u>\$450,000</u>	<u>\$550,000</u>
	<u>MISCELLANEOUS REVENUE</u>					
5100	Interest Earned	\$26,481	\$25,000	\$6,036	\$25,000	\$20,000
5105	Industrial District Agreement	138,066	125,000	0	137,000	147,000
5109	MEDCO Services Agreement	4,800	4,800	2,400	4,800	4,800
5110	Interfund Transfer	1,567,781	1,350,000	677,500	1,350,000	1,746,000
5111	CVB-Trsf from Hotel/Motel Tax Fund	0	0	0	86,968	176,688
5115	Sale of Assets	46,096	10,000	0	15,000	20,000
5125	Miscellaneous	8,868	10,000	3,013	10,000	10,000
5128	Insurance Reimbursements	83,652	0	13,200	0	0
5130	Oil & Gas Royalties	7,241	7,000	2,673	7,000	5,000
	Subtotal	<u>\$1,882,985</u>	<u>\$1,531,800</u>	<u>\$704,822</u>	<u>\$1,635,768</u>	<u>\$2,129,488</u>
	<b>GRAND TOTAL</b>	<u><u>\$18,348,658</u></u>	<u><u>\$17,652,155</u></u>	<u><u>\$8,866,187</u></u>	<u><u>\$17,628,811</u></u>	<u><u>\$17,749,426</u></u>

**2013 BUDGET  
ESTIMATED EXPENDITURES  
GENERAL FUND**



**General Fund**  
**Estimated Expenditures**

GENERAL FUND  
ESTIMATED EXPENDITURES

<u>DEPARTMENT</u>	ACTUAL <u>2011</u>	ADOPTED BUDGET <u>2011</u>	ACTUAL <u>6/30/2012</u>	ADOPTED BUDGET <u>2012</u>	PROPOSED BUDGET <u>2013</u>
<u>GENERAL GOVERNMENT</u>					
Legislative	\$55,341	\$42,300	\$37,276	\$56,300	\$35,300
Municipal Court	234,028	239,772	113,400	240,197	244,093
Legal	65,254	79,200	31,150	79,200	74,200
Administrative	196,550	251,359	93,584	196,101	195,400
Information Technology	269,050	233,419	84,778	164,835	210,766
City Secretary	94,042	96,254	39,648	89,581	89,361
Buildings	768,906	566,619	315,387	659,817	670,613
Human Resources	87,484	93,274	48,392	100,314	99,970
Main Street	158,780	127,416	62,697	127,457	127,346
Emergency Management	51,499	10,300	83,200	10,300	10,300
Visual Art Center	120,616	125,142	10,788	32,930	31,230
Code Enforcement	39,915	46,696	26,896	92,148	80,191
Subtotal	\$2,141,465	\$1,911,751	\$947,196	\$1,849,180	\$1,868,770
<u>FINANCE</u>					
Accounting	\$200,971	\$217,661	\$95,932	\$218,623	\$219,451
Subtotal	\$200,971	\$217,661	\$95,932	\$218,623	\$219,451
<u>PUBLIC SAFETY</u>					
<u>POLICE</u>					
Special Services	\$901,873	\$918,999	\$468,224	\$933,038	\$972,323
Patrol	2,673,186	2,694,333	1,250,358	2,740,499	2,758,348
Criminal Investigation	720,448	792,024	353,236	669,474	746,100
Animal Control	112,505	149,999	63,905	145,396	140,778
Subtotal	\$4,408,012	\$4,555,355	\$2,135,723	\$4,488,407	\$4,617,549
<u>FIRE</u>					
Prevention	\$190,344	\$189,005	\$90,051	\$195,485	\$195,196
Suppression	2,495,346	2,427,839	1,201,179	2,517,094	2,579,309
Emergency Medical Services	1,097,946	1,067,391	452,046	952,794	991,004
Subtotal	\$3,783,636	\$3,684,235	\$1,743,276	\$3,665,373	\$3,765,509
Subtotal	\$8,191,648	\$8,239,590	\$3,878,999	\$8,153,780	\$8,383,058
<u>PUBLIC WORKS</u>					
Street Maintenance	\$1,513,730	\$1,190,988	\$345,679	\$1,348,879	\$1,353,371
Sanitation/Collection	2,039,425	2,010,900	843,307	1,999,900	1,999,900
Fleet Services	162,146	137,403	90,733	185,018	169,460
Subtotal	\$3,715,301	\$3,339,291	\$1,279,719	\$3,533,797	\$3,522,731

**General Fund  
Estimated Expenditures**

GENERAL FUND  
ESTIMATED EXPENDITURES

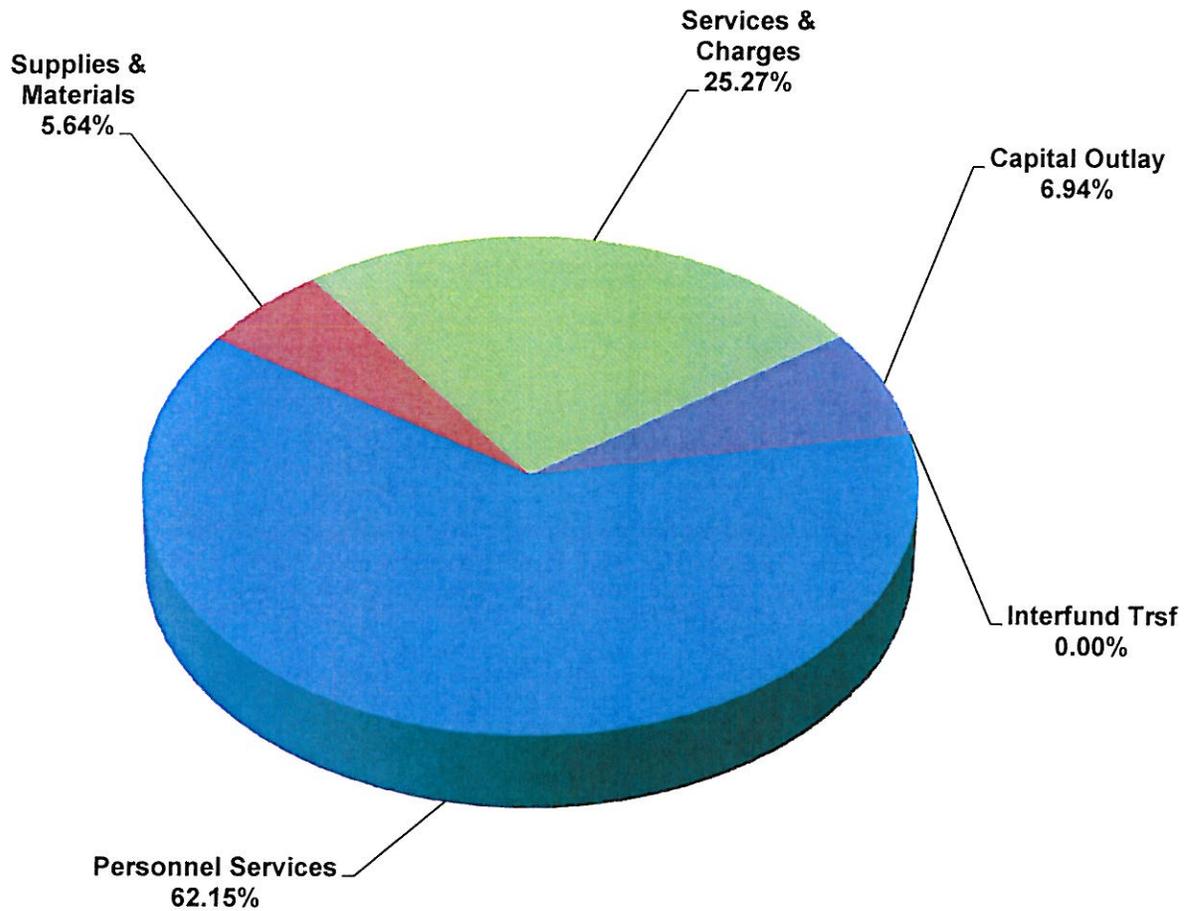
<u>DEPARTMENT</u>	<u>ACTUAL 2011</u>	<u>ADOPTED BUDGET 2011</u>	<u>ACTUAL 6/30/2012</u>	<u>ADOPTED BUDGET 2012</u>	<u>PROPOSED BUDGET 2013</u>
<u>PURCHASING</u>					
Purchasing	\$3,347	\$4,300	\$2,851	\$4,300	\$3,675
	<u>\$3,347</u>	<u>\$4,300</u>	<u>\$2,851</u>	<u>\$4,300</u>	<u>\$3,675</u>
<u>INSPECTIONS</u>					
Health Inspection Services	\$79,388	\$79,145	\$36,573	\$79,378	\$77,947
Inspection	220,400	217,636	104,444	217,502	218,906
Subtotal	<u>\$299,788</u>	<u>\$296,781</u>	<u>\$141,017</u>	<u>\$296,880</u>	<u>\$296,853</u>
<u>CONVENTION CENTER</u>					
Convention Center	\$302,341	\$361,346	\$144,491	\$388,416	\$281,944
Subtotal	<u>\$302,341</u>	<u>\$361,346</u>	<u>\$144,491</u>	<u>\$388,416</u>	<u>\$281,944</u>
<u>LIBRARY</u>					
Library	\$468,449	\$495,651	\$199,464	\$471,332	\$471,666
Subtotal	<u>\$468,449</u>	<u>\$495,651</u>	<u>\$199,464</u>	<u>\$471,332</u>	<u>\$471,666</u>
<u>NONDEPARTMENTAL</u>					
Nondepartmental	\$2,080,494	\$1,629,735	\$1,089,381	\$1,640,757	\$1,591,172
Subtotal	<u>\$2,080,494</u>	<u>\$1,629,735</u>	<u>\$1,089,381</u>	<u>\$1,640,757</u>	<u>\$1,591,172</u>
<u>TAX COLLECTION</u>					
Tax Collection	\$60,816	\$65,000	\$52,640	\$70,500	\$91,800
Subtotal	<u>\$60,816</u>	<u>\$65,000</u>	<u>\$52,640</u>	<u>\$70,500</u>	<u>\$91,800</u>

**General Fund**  
**Estimated Expenditures**

GENERAL FUND  
ESTIMATED EXPENDITURES

<u>DEPARTMENT</u>	<u>ACTUAL</u> <u>2011</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>2011</u>	<u>ACTUAL</u> <u>6/30/2012</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>2012</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2013</u>
<u>PARKS &amp; RECREATION</u>					
Administration	\$130,471	\$128,405	\$62,042	\$130,879	\$148,252
Parks	415,012	424,003	215,828	429,454	440,304
Recreation/Community Centers	73,759	74,415	20,700	72,375	72,403
Golf Course	192,904	231,053	90,377	190,989	197,996
Arena	197,282	176,684	82,704	176,577	159,325
Subtotal	<u>\$1,009,428</u>	<u>\$1,034,560</u>	<u>\$471,651</u>	<u>\$1,000,274</u>	<u>\$1,018,280</u>
<u>PLANNING</u>					
Planning	\$52,045	\$56,105	\$0	\$0	\$0
Subtotal	<u>\$52,045</u>	<u>\$56,105</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>INTERFUND TRANSFERS</u>					
Interfund Transfers	\$131,579	\$0	\$0	\$0	\$0
Subtotal	<u>\$131,579</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>GRAND TOTAL</b>	<u><u>\$18,657,672</u></u>	<u><u>\$17,651,771</u></u>	<u><u>\$8,303,341</u></u>	<u><u>\$17,627,839</u></u>	<u><u>\$17,749,400</u></u>

**2013  
BUDGET  
ESTIMATED EXPENDITURES  
BY CHARACTER & OBJECT  
GENERAL FUND**



GENERAL FUND

SUMMARY OF EXPENDITURES/EXPENSES  
BY CHARACTER AND OBJECT CLASSIFICATION

	<u>2013</u>
Personnel Services	\$11,031,843
Supplies & Materials	\$1,000,202
Services & Charges	\$4,485,430
Capital Outlay	\$1,231,925
Subtotal	\$17,749,400
Interfund Transfer	\$0
Total	<u>\$17,749,400</u>

**General Fund**  
**Revenue and Expenditure Summary**

GENERAL FUND  
REVENUE AND EXPENDITURE SUMMARY

	<u>2013</u> <u>PROPOSED BUDGET</u>
Estimated Revenue	<u>\$17,749,426</u>
 FUNDS AVAILABLE FOR APPROPRIATION	 <u>\$17,749,426</u>
 <u>ESTIMATED EXPENDITURES:</u>	
Legislative	\$35,300
Municipal Court/Compliance Mgr	\$244,093
Legal	\$74,200
Administration	\$195,400
Information Technology	\$210,766
City Secretary	\$89,361
Buildings	\$670,613
Human Resources	\$99,970
Main Street	\$127,346
Emergency Management	\$10,300
Visual Art Center	\$31,230
Code Enforcement	\$80,191
Finance	\$219,451
Police	\$4,617,549
Fire	\$3,765,509
Public Works	\$3,522,731
Purchasing	\$3,675
Inspections	\$296,853
Convention Center	\$281,944
Library	\$471,666
Nondepartmental	\$1,591,172
Tax	\$91,800
Parks & Recreation	\$1,018,280
Planning	\$0
Interfund Transfers	<u>\$0</u>
 EXPENDITURES TOTAL	 <u>\$17,749,400</u>
 ESTIMATED EXCESS REVENUE OVER EXPENDITURES	 <u><u>\$26</u></u>

**General Fund  
Reserve Calculation**

GENERAL FUND  
RESERVE CALCULATION  
2013

**NET UNCOMMITTED RESERVES:**

Reserves (Per 12/31/2011 Audit) \$6,140,364

Reserved For:

Equipment Replacement Fund	250,000	
Police/Fire Stations	176,719	
Drainage Improvements-Pinecrest/Turtle Creek	70,000	
Drainage Improvements-Bergstrom	52,000	
Memorial City Hall	212,453	
Feasibility Evaluation of Storm Detention Sites	13,800	
Emergency Sirens (FEMA Reimbursement)	159,450	
Fencing - Union Pacific Property	<u>40,000</u>	<u>\$974,422</u>

Net Uncommitted Reserves \$5,165,942

2012 Budget (As Adopted) 17,627,839

**RESERVES TO BE MAINTAINED** \$4,406,960

(100% of the amount necessary to fund 3 months operations based on the 2012 budget)

**RESERVES OVER MINIMUM REQUIRED BY CITY COMMISSION POLICY\*** \$758,982

\* City Commission adopted policy requires an increasing amount of reserves to be maintained until 3-months operating reserves achieved. (Resolution No. R-02-02)

# DEPARTMENTAL BUDGETS

*The Departmental Budgets are line-item budgets. The Departmental Budgets provide budgeted amounts by categories of expenditures. They are also divided into divisions within each department.*

*The departments and divisions in this section of the Budget are as follows:*

## **GENERAL GOVERNMENT**

*Legislative  
Municipal Court  
City Attorney  
Administration  
Information Technology  
City Secretary  
Buildings  
Human Resources  
Main Street  
Emergency Management  
Visual Art Center  
Code Enforcement*

## **FINANCE**

*Accounting*

## **POLICE**

*Special Services  
Patrol  
Criminal Investigation  
Animal Control*

## **FIRE**

*Fire Prevention  
Fire Suppression  
Emergency Medical Services*

## **PUBLIC WORKS**

*Street Maintenance  
Sanitation/Collection  
Fleet Services*

## **PURCHASING**

## **INSPECTIONS**

*Health Inspections  
Inspections*

## **CONVENTION CENTER**

## **LIBRARY**

## **NON-DEPARTMENTAL**

## **APPRAISAL DISTRICT**

## **PARKS & RECREATION**

*Administration  
Parks  
Recreation/Community Centers  
Golf Course  
Arena*

# GENERAL GOVERNMENT

*Within the General Government budget are line-item budgets for several functions that provide various services to citizens and the City departments.*

## **LEGISLATIVE**

*The Legislative budget funds the costs of elections for the City Commission and other costs incurred by or on behalf of the City Commission.*

## **MUNICIPAL COURT**

*The Municipal Court budget funds the operation of the City's court. Municipal Court processes citations, collects fines and conducts court proceedings.*

## **CITY ATTORNEY**

*The City Attorney budget funds the cost of legal services provided to the City. The City Commission contracts for the services of a City Attorney.*

## **ADMINISTRATION**

*The Administration budget funds the operation of the City Manager's office. The City Manager is the administrative head of the City and is responsible for the day to day administration of the City. The City Manager carries out the policies and directives of the City Commission. The City Manager ensures that City ordinances, resolutions and regulations are enforced. The City Manager oversees the delivery of services and supervises all departments. The City Manager recommends measures and actions to the Commission necessary for the operation of the City and delivery of services. The City Manager is the budget officer for the City and oversees the Community Development Block Grant.*

## **INFORMATION TECHNOLOGY**

*Information Technology plans and maintains the City's computer systems, web site, and network.*

## **CITY SECRETARY**

*The City Secretary is responsible for indexing and maintaining the City's permanent records. This office also responds to all open record requests. The City Secretary is responsible for the annual City Commission election and special elections.*

## **BUILDINGS**

*The Buildings budget funds the maintenance and operation of city-owned buildings*

## **HUMAN RESOURCES**

*Human Resources Division works to attract, develop and retain a diverse, well-qualified workforce. Human Resources monitors Federal, State and local regulations to assure compliance; consults with management and employees on human resources issues; and, coordinates and monitors worker's compensation claims and activities related to employee benefits including the City's Health insurance and retirement programs.*

## **MAIN STREET**

*Main Street is an economic development program focused on the revitalization of the Main Street District in downtown Marshall. The Main Street budget also includes the City's Historic Preservation Programs. The Main Street personnel oversee the management and operations of the Visual Art Center.*

## **EMERGENCY MANAGEMENT**

*The Emergency Management Division funds the operation of the city's emergency preparedness programs.*

**VISUAL ART CENTER**

*The mission of the Art Center is to make the visual arts and visual arts education available to and affordable for all segments of the community. The Visual Art Center offers community art classes, hosts events and provides studio space for working artists. The Art Center also provides through cooperative partnerships educational art classes for youth and college students.*

**CODE ENFORCEMENT**

*The mission of Code Enforcement is to provide a clean environment for the City.*

**General Fund  
Legislative**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		LEGISLATIVE		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0125-01-01	EXTRA HELP - ELECTIONS	5,003	800	7,822	800	800
	<i>Personnel Services-----Subtotal</i>	5,003	800	7,822	800	800
	<i>Supplies-----Subtotal</i>	0	0	0	0	0
01-0302-01-01	CODIFICATION	3,448	2,600	703	2,600	2,600
01-0312-01-01	GENERAL ADVERTISING	2,721	1,500	4,627	1,500	1,500
01-0315-01-01	ELECTION CONTRACT FEES	6,556	8,000	4,461	8,000	8,000
01-0324-01-01	PRINTING & REPRODUCTION	0	150	0	150	150
01-0345-01-01	CONFERENCE & TRAINING	27,928	26,600	18,391	42,000	21,000
01-0346-01-01	DUES & SUBSCRIPTION	415	500	437	500	500
01-0347-01-01	MISCELLANEOUS	2,204	750	835	750	750
01-0361-01-01	AIR TRAVEL	7,066	1,400	0	0	0
	<i>Charges for service----Subtotal</i>	50,338	41,500	29,454	55,500	34,500
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 1 LEGISLATIVE		55,341	42,300	37,276	56,300	35,300

**General Fund  
Municipal Court/Court Compliance**

Fund: 1 GENERAL FUND	GENERAL GOVERNMENT	MUNICIPAL COURT / COURT COMPLIANCE				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-01-02	SALARIES-OFFICIALS & ADMIN	85,875	85,875	41,286	85,875	89,198
01-0102-01-02	SALARIES-PROFESSIONAL	39,105	39,980	19,221	39,980	39,980
01-0106-01-02	SALARIES-OFFICE & CLERICAL	48,611	51,549	24,343	51,692	53,095
01-0109-01-02	SALARIES-OVERTIME	0	200	0	200	200
01-0110-01-02	SALARIES-PART TIME & HOURLY	7,932	8,000	4,191	8,000	8,000
01-0111-01-02	SALARIES-LONGEVITY	980	960	0	1,152	2,016
01-0122-01-02	TMRS	27,498	28,193	13,270	28,150	25,848
01-0130-01-02	RELIEF FUND PAYMENT	0	24	0	0	0
01-0133-01-02	FICA	13,923	14,295	6,781	14,321	14,748
01-0134-01-02	WORKER'S COMPENSATION	288	296	147	272	298
01-0163-01-02	WEAPON REPLACEMENT ALLOWANCE	300	300	0	300	300
	<i>Personnel Services-----Subtotal</i>	224,512	229,672	109,239	229,942	233,683
01-0201-01-02	OFFICE SUPPLIES	1,395	1,500	284	1,500	1,500
01-0205-01-02	FUEL, OIL & LUBE	2,410	1,860	1,183	2,015	2,170
01-0206-01-02	CLOTHING	157	150	0	150	150
01-0213-01-02	MOTOR VEHICLE	38	750	795	750	750
01-0218-01-02	SMALL TOOL & MINOR EQUIPMENT	0	100	0	100	100
	<i>Supplies-----Subtotal</i>	4,000	4,360	2,262	4,515	4,670
01-0304-01-02	TELEPHONE - CELLULAR	1,135	910	501	910	910
01-0305-01-02	OTHER PROFESSIONAL SERVICES	0	750	0	750	750
01-0324-01-02	PRINT & REPRODUCTION	1,135	1,000	0	1,000	1,000
01-0342-01-02	REPAIR & MAINTENANCE EQUIPMENT	235	500	57	500	500
01-0345-01-02	CONFERENCE & TRAINING	1,273	1,800	1,004	1,800	1,800
01-0346-01-02	DUES & SUBSCRIPTION	223	180	60	180	180
01-0347-01-02	MISCELLANEOUS	925	0	-15	0	0
01-0351-01-02	LAUNDRY SERVICE	590	600	292	600	600
	<i>Charges for service----Subtotal</i>	5,516	5,740	1,899	5,740	5,740
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 2 MUNICIPAL COURT / COMPLIANCE MGR		234,028	239,772	113,400	240,197	244,093

**General Fund  
City Attorney**

Fund: 1 GENERAL FUND	GENERAL GOVERNMENT	CITY ATTORNEY			
	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
<i>Personnel Services-----Subtotal</i>	0	0	0	0	0
<i>Supplies-----Subtotal</i>	0	0	0	0	0
01-0304-01-03 TELEPHONE-CELLULAR	0	600	0	600	600
01-0305-01-03 OTHER PROFESSIONAL SERVICES	13,251	30,000	5,617	30,000	25,000
01-0316-01-03 CONTRACTED SERVICES	45,600	45,600	22,800	45,600	45,600
01-0346-01-03 DUES & SUBSCRIPTION	6,403	3,000	2,733	3,000	3,000
<i>Charges for service----Subtotal</i>	65,254	79,200	31,150	79,200	74,200
<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 3 CITY ATTORNEY	65,254	79,200	31,150	79,200	74,200

**General Fund  
Administration**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		ADMINISTRATION		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-01-04	SALARIES-OFFICE & ADMIN	106,952	106,951	51,419	106,952	108,021
01-0102-01-04	SALARIES-PROFESSIONAL	0	39,255	0	0	0
01-0106-01-04	SALARIES-OFFICE & CLERICAL	32,398	32,398	15,576	32,398	33,370
01-0109-01-04	SALARIES-OVERTIME	0	100	0	100	100
01-0111-01-04	SALARIES-LONGEVITY	1,248	1,478	0	1,296	1,344
01-0122-01-04	TMRS	29,757	38,648	14,153	29,672	26,567
01-0133-01-04	FICA	10,689	13,327	5,170	10,770	11,068
01-0134-01-04	WORKER'S COMPENSATION	260	302	115	213	230
	<i>Personnel Services-----Subtotal</i>	181,304	232,459	86,433	181,401	180,700
01-0201-01-04	OFFICE SUPPLIES	2,139	2,200	759	2,200	2,200
	<i>Supplies-----Subtotal</i>	2,139	2,200	759	2,200	2,200
01-0304-01-04	TELEPHONE - CELLULAR	789	900	336	900	900
01-0311-01-04	TRANSPORTATION	6,000	10,200	3,000	6,000	6,000
01-0324-01-04	PRINTING & REPRODUCTION	3,881	2,000	1,423	2,000	2,000
01-0342-01-04	REPAIR & MAINTENANCE EQUIPMENT	0	100	689	100	100
01-0345-01-04	CONFERENCE & TRAINING	670	2,000	701	2,000	2,000
01-0346-01-04	DUES & SUBSCRIPTION	625	1,000	243	1,000	1,000
01-0347-01-04	MISCELLANEOUS	1,142	500	0	500	500
	<i>Charges for service----Subtotal</i>	13,107	16,700	6,392	12,500	12,500
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 4 ADMINISTRATION		196,550	251,359	93,584	196,101	195,400

**General Fund  
Information Technology**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		INFORMATION TECHNOLOGY		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-01-05	SALARIES-OFFICIALS & ADMIN	54,205	55,268	0	0	0
01-0103-01-05	SALARIES-TECHNICIAN	40,731	40,731	20,251	42,469	43,744
01-0106-01-05	SALARIES-OFFICE & CLERICAL	10,796	10,695	5,320	11,065	11,396
01-0109-01-05	SALARIES-OVERTIME	14,186	2,500	8,899	2,500	2,500
01-0111-01-05	SALARIES-LONGEVITY	816	912	0	456	528
01-0122-01-05	TMRS	24,508	22,351	6,970	11,422	10,383
01-0133-01-05	FICA	9,174	8,423	2,606	4,322	4,450
01-0134-01-05	WORKER'S COMPENSATION	167	175	44	82	90
	<i>Personnel Services-----Subtotal</i>	154,583	141,055	44,090	72,316	73,091
01-0201-01-05	OFFICE SUPPLIES	640	750	36	750	750
01-0205-01-05	FUEL, OIL, & LUBE	5,442	1,845	1,524	2,000	2,155
01-0213-01-05	MOTOR VEHICLE-POOL VEHICLES	3,294	0	214	0	0
01-0218-01-05	SMALL TOOLS & MINOR EQUIPMENT	794	600	118	600	600
	<i>Supplies-----Subtotal</i>	10,170	3,195	1,892	3,350	3,505
01-0304-01-05	TELEPHONE - CELLULAR	2,336	2,400	999	2,400	2,400
01-0305-01-05	OTHER PROFESSIONAL FEES	2,971	0	0	0	0
01-0308-01-05	TELEPHONE-LAND	189	120	58	120	120
01-0323-01-05	SERVICE AGREEMENTS-TECHNICAL	45,061	41,549	4,471	41,549	51,550
01-0342-01-05	REPAIR & MAINTENANCE EQUIPMENT	7,597	5,000	2,725	5,000	5,000
01-0344-01-05	RENTALS	725	0	139	0	0
01-0345-01-05	CONFERENCE & TRAINING	1,911	2,000	407	2,000	2,000
01-0346-01-05	DUES & SUBSCRIPTIONS	325	750	0	750	750
01-0347-01-05	MISCELLANEOUS	758	250	0	250	250
	<i>Charges for service----Subtotal</i>	61,873	52,069	8,799	52,069	62,070
01-0420-01-05	DATA PROCESSING IMPROVEMENTS	25,323	23,100	28,848	23,100	58,100
01-0421-01-05	COMPUTER REPLACEMENT	17,101	14,000	1,149	14,000	14,000
	<i>Capital outlay-----Subtotal</i>	42,424	37,100	29,997	37,100	72,100
Program Number: 5 INFORMATION TECHNOLOGY		269,050	233,419	84,778	164,835	210,766

**General Fund  
City Secretary**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		CITY SECRETARY		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-01-06	SALARIES-OFFICIAL & ADMIN	43,260	43,260	20,798	43,260	43,692
01-0103-01-06	SALARIES-TECHNICIAN	24,574	23,756	8,994	18,706	19,268
01-0109-01-06	SALARIES-OVERTIME	0	200	0	200	200
01-0111-01-06	SALARIES-LONGEVITY	928	928	0	816	864
01-0122-01-06	TMRS	14,323	14,198	6,206	13,099	11,750
01-0133-01-06	FICA	5,333	5,351	2,341	4,956	5,035
01-0134-01-06	WORKER'S COMPENSATION	114	111	51	94	102
	<i>Personnel Services-----Subtotal</i>	88,532	87,804	38,390	81,131	80,911
01-0201-01-06	OFFICE SUPPLIES	1,005	1,250	308	1,250	1,250
01-0217-01-06	OTHER SUPPLIES	0	100	0	100	100
	<i>Supplies-----Subtotal</i>	1,005	1,350	308	1,350	1,350
01-0311-01-06	TRANSPORTATION	1,800	1,800	900	1,800	1,800
01-0342-01-06	REPAIR & MAINTENANCE EQUIPMENT	0	350	0	350	350
01-0345-01-06	CONFERENCE & TRAINING	1,886	4,000	0	4,000	4,000
01-0346-01-06	DUES & SUBSCRIPTION	654	800	50	800	800
01-0347-01-06	MISCELLANEOUS	165	150	0	150	150
	<i>Charges for service----Subtotal</i>	4,505	7,100	950	7,100	7,100
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 6 CITY SECRETARY		94,042	96,254	39,648	89,581	89,361

**General Fund  
Buildings**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		BUILDINGS		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0101-01-07	SALARIES-OFFICIALS & ADMIN	0	0	0	0	0
01-0103-01-07	SALARIES-TECHNICIAN	30,783	34,549	0	34,549	35,585
01-0109-01-07	SALARIES-OVERTIME	76	200	0	200	200
01-0111-01-07	SALARIES-LONGEVITY	0	672	0	720	48
01-0122-01-07	TMRS	6,264	7,190	0	7,172	6,396
01-0133-01-07	FICA	2,340	2,710	0	2,713	2,742
01-0134-01-07	WORKER'S COMPENSATION	111	56	27	51	55
	<i>Personnel Services-----Subtotal</i>	39,574	45,377	27	45,405	45,026
01-0201-01-07	OFFICE SUPPLIES	7	300	0	300	300
01-0204-01-07	JANITORIAL	22,888	10,350	13,440	10,350	10,350
01-0205-01-07	FUEL, OIL & LUBE	2,841	2,100	1,310	2,270	2,445
01-0206-01-07	CLOTHING	0	100	0	100	100
01-0212-01-07	ELECTRICAL SUPPLIES	90	595	138	595	595
01-0213-01-07	MOTOR VEHICLE	1,012	1,000	1,045	1,000	1,000
01-0217-01-07	OTHER SUPPLIES	338	500	173	500	500
01-0218-01-07	SMALL TOOLS & MINOR EQUIPMENT	773	1,000	807	1,000	1,000
	<i>Supplies-----Subtotal</i>	27,949	15,945	16,913	16,115	16,290
01-0304-01-07	TELEPHONE - CELLULAR	525	700	7	700	700
01-0305-01-07	OTHER PROFESSIONAL SERVICES	0	850	0	850	850
01-0309-01-07	RADIO REPAIRS	0	85	0	85	85
01-0311-01-07	TRANSPORTATION	0	0	0	0	0
01-0322-01-07	SERVICE AGREEMENT-OTHER	1,083	100	525	100	100
01-0323-01-07	SERVICE AGREEMENTS-TECHNICAL	290	500	419	500	500
01-0336-01-07	ELECTRICAL SERVICE-WEISMAN BLDG	0	1,000	0	1,000	1,000
01-0337-01-07	ELECTRICAL SERVICE	123,359	110,000	49,212	185,000	185,000
01-0338-01-07	GAS SERVICE	21,697	26,000	10,039	26,000	26,000
01-0340-01-07	REPAIR & MAINTENANCE BUILDINGS	39,098	60,000	40,277	60,000	60,000
01-0341-01-07	REPAIR & MAINT-WEISMAN BLDG	30,586	10,000	9,200	18,000	18,000
01-0342-01-07	REPAIR & MAINTENANCE EQUIPMENT	16,781	25,250	8,565	25,250	25,250
01-0343-01-07	REPAIR & MAINT- AIR CONDITIONER	26,274	20,000	3,360	30,000	30,000
01-0344-01-07	RENTALS	3,242	0	852	0	2,000
01-0347-01-07	MISCELLANEOUS	388	200	286	200	200
01-0355-01-07	ELECTRIC SERVICE-PERKINS BLDG	334	0	307	0	0
01-0356-01-07	ELECTRIC SERVICE-STREET LIGHTS	264,420	265,000	109,595	265,000	265,000
01-0358-01-07	GUARANTEED SVGS-SCHNEIDER ELECT	0	-106,588	0	-106,588	-106,588
01-0360-01-07	JANITORIAL CONTRACT	37,567	23,200	20,953	23,200	23,200
01-0361-01-07	JANITORIAL -DOWNTOWN RESTROOM	0	0	0	0	6,000
01-0364-01-07	REPAIR & MAINTENANCE GROUNDS	37,790	24,250	9,628	24,250	24,250

**General Fund  
Buildings**

Fund: 1 GENERAL FUND	GENERAL GOVERNMENT	BUILDINGS				
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0365-01-07	REPAIR & MAINT TRAFFIC SIGNALS	171	2,125	324	2,125	2,125
01-0366-01-07	REPAIR & MAINT STREET LIGHTS	2,041	15,000	1,504	15,000	15,000
01-0370-01-07	EXTERMINATION CONTRACT	13,676	12,800	7,157	12,800	15,800
01-0374-01-07	PASS CONTRACT	14,822	14,825	0	14,825	14,825
	<i>Charges for service----Subtotal</i>	634,144	505,297	272,210	598,297	609,297
01-0405-01-07	IMPROVEMENTS - BUILDINGS	67,239	0	26,237	0	0
	<i>Capital outlay-----Subtotal</i>	67,239	0	26,237	0	0
Program Number: 7 BUILDINGS		768,906	566,619	315,387	659,817	670,613

**General Fund  
Human Resources**

Fund: 1 GENERAL FUND	GENERAL GOVERNMENT	HUMAN RESOURCES				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-01-08	SALARIES-OFFICIALS & ADMIN	47,883	46,490	24,803	51,590	52,106
01-0106-01-08	SALARIES-OFFICE & CLERICAL	10,840	10,695	5,319	11,065	11,397
01-0109-01-08	SALARIES-OVERTIME	0	100	48	100	100
01-0111-01-08	SALARIES-LONGEVITY	816	720	0	792	864
01-0122-01-08	TMRS	12,076	11,775	6,101	12,849	11,507
01-0133-01-08	FICA	4,500	4,437	2,279	4,861	4,931
01-0134-01-08	WORKER'S COMPENSATION	91	92	50	92	100
	<i>Personnel Services-----Subtotal</i>	76,206	74,309	38,600	81,349	81,005
01-0201-01-08	OFFICE SUPPLIES	758	700	303	700	700
	<i>Supplies-----Subtotal</i>	758	700	303	700	700
01-0304-01-08	TELEPHONE-CELLULAR	399	400	153	400	400
01-0323-01-08	SERVICE AGREEMENT-TECHNICAL	1,570	1,665	1,666	1,665	1,665
01-0324-01-08	PRINTING & REPRODUCTION	64	500	0	500	500
01-0342-01-08	REPAIR & MAINTENANCE EQUIPMENT	417	500	139	500	500
01-0344-01-08	RENTALS	0	0	574	0	0
01-0345-01-08	CONFERENCE & TRAINING	1,617	1,500	0	1,500	1,500
01-0346-01-08	DUES & SUBSCRIPTION	1,152	1,600	536	1,600	1,600
01-0347-01-08	MISCELLANEOUS	53	100	0	100	100
01-0355-01-08	H/R-CIVIL SERVICE	5,248	12,000	6,421	12,000	12,000
	<i>Charges for service----Subtotal</i>	10,520	18,265	9,489	18,265	18,265
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 8	HUMAN RESOURCES	87,484	93,274	48,392	100,314	99,970

**General Fund  
Main Street**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		MAIN STREET		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0102-01-09	SALARIES-PROFESSIONAL	53,631	0	25,784	0	54,167
01-0105-01-09	SALARIES-PARAPROFESSIONAL	0	53,631	0	53,631	0
01-0106-01-09	SALARIES-OFFICE & CLERICAL	31,154	31,155	14,978	31,154	32,089
01-0109-01-09	SALARIES-OVERTIME	11,746	2,000	3,587	2,000	2,000
01-0111-01-09	SALARIES-LONGEVITY	1,776	1,200	0	1,296	1,392
01-0122-01-09	TMRS	19,955	17,861	8,967	17,810	16,002
01-0133-01-09	FICA	7,521	6,730	3,393	6,738	6,858
01-0134-01-09	WORKER'S COMPENSATION	125	139	69	128	138
	<i>Personnel Services-----Subtotal</i>	125,908	112,716	56,778	112,757	112,646
01-0201-01-09	OFFICE SUPPLIES	207	300	0	300	300
01-0217-01-09	OTHER SUPPLIES	133	400	122	400	400
	<i>Supplies-----Subtotal</i>	340	700	122	700	700
01-0304-01-09	TELEPHONE - CELLULAR	1,517	1,000	767	1,000	1,000
01-0312-01-09	GENERAL ADVERTISING	0	2,000	0	2,000	2,000
01-0345-01-09	CONFERENCE & TRAINING	1,551	3,500	1,610	3,500	3,500
01-0346-01-09	DUES & SUBSCRIPTION	720	1,500	620	1,500	1,500
01-0347-01-09	MISCELLANEOUS	374	0	1,500	0	0
01-0373-01-09	PROMOTION	2,200	6,000	1,300	6,000	6,000
	<i>Charges for service----Subtotal</i>	6,362	14,000	5,797	14,000	14,000
01-0440-01-09	OTHER MACHINERY & EQUIPMENT	26,170	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	26,170	0	0	0	0
Program Number: 9 MAIN STREET		158,780	127,416	62,697	127,457	127,346

**General Fund  
Emergency Management**

Fund: 1 GENERAL FUND	GENERAL GOVERNMENT	EMERGENCY MANAGEMENT				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<i>Personnel Services-----Subtotal</i>	0	0	0	0	0
01-0201-01-10	OFFICE SUPPLIES	87	600	199	600	600
	<i>Supplies-----Subtotal</i>	87	600	199	600	600
01-0304-01-10	TELEPHONE-CELLULAR	1,542	2,000	425	2,000	2,000
01-0334-01-10	INTERNET-SATELLITE SERVICE	0	4,000	0	4,000	4,000
01-0342-01-10	REPAIR & MAINTENANCE-SIREN	4,576	2,500	2,520	2,500	2,500
01-0345-01-10	CONFERENCE & TRAINING	285	1,000	963	1,000	1,000
01-0346-01-10	DUES & SUBSCRIPTIONS	0	200	150	200	200
01-0347-01-10	MISCELLANEOUS	30	0	0	0	0
	<i>Charges for service----Subtotal</i>	6,433	9,700	4,058	9,700	9,700
01-0440-01-10	OTHER MACHINERY & EQUIPMENT	44,979	0	78,943	0	0
	<i>Capital outlay-----Subtotal</i>	44,979	0	78,943	0	0
Program Number: 10	EMERGENCY MANAGEMENT	51,499	10,300	83,200	10,300	10,300

**General Fund  
Visual Art Center**

Fund: 1 GENERAL FUND		GENERAL GOVERNMENT		VISUAL ART CENTER		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0102-01-11	SALARIES-PROFESSIONAL	48,150	48,150	0	0	0
01-0106-01-11	SALARIES-OFFICE & CLERICAL	22,969	22,870	0	0	0
01-0110-01-11	SALARIES-PART/TIME & HOURLY	2,933	2,500	1,239	2,500	2,500
01-0111-01-11	SALARIES-LONGEVITY	432	960	0	0	0
01-0122-01-11	TMRS	14,523	14,612	0	0	0
01-0133-01-11	FICA-SALARY RESERVE	5,698	5,697	95	191	191
01-0134-01-11	WORKER'S COMPENSATION	113	118	2	4	4
	<i>Personnel Services-----Subtotal</i>	94,818	94,907	1,336	2,695	2,695
01-0201-01-11	OFFICE SUPPLIES	350	500	174	500	500
01-0217-01-11	OTHER SUPPLIES	1,046	1,000	635	1,000	1,000
	<i>Supplies-----Subtotal</i>	1,396	1,500	809	1,500	1,500
01-0312-01-11	GENERAL ADVERTISING	1,130	1,800	0	1,800	1,000
01-0322-01-11	SERVICE AGREEMENT-OTHER	288	300	72	300	300
01-0324-01-11	PRINTING & REPRODUCTION	74	300	92	300	300
01-0337-01-11	ELECTRIC SERVICE	7,686	7,000	1,628	7,000	7,000
01-0338-01-11	GAS SERVICE	2,421	3,200	1,805	3,200	3,200
01-0342-01-11	REPAIR & MAINTENANCE EQUIPMENT	873	750	361	750	750
01-0345-01-11	CONFERENCE & TRAINING	650	800	0	800	0
01-0346-01-11	DUES & SUBSCRIPTION	35	100	0	100	0
01-0347-01-11	MISCELLANEOUS	494	0	0	0	0
01-0360-01-11	JANITORIAL CONTRACT	10,751	14,485	4,685	14,485	14,485
	<i>Charges for service----Subtotal</i>	24,402	28,735	8,643	28,735	27,035
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 11 VISUAL ART CENTER		120,616	125,142	10,788	32,930	31,230

**General Fund  
Code Enforcement**

Fund: 1 GENERAL FUND	GENERAL GOVERNMENT	CODE ENFORCEMENT				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0102-01-12	SALARIES-PROFESSIONAL	3,115	3,115	1,498	3,115	3,209
01-0108-01-12	SALARIES-SERVICE MAINTENANCE	24,097	24,096	11,585	24,097	24,820
01-0109-01-12	SALARIES-OVERTIME	3,066	0	2,534	0	6,500
01-0110-01-12	SALARIES-PART/TIME & HOURLY	0	10,000	0	10,000	0
01-0111-01-12	SALARIES-LONGEVITY	672	456	0	509	562
01-0122-01-12	TMRS	6,283	5,617	3,158	5,605	6,264
01-0133-01-12	FICA	2,329	2,882	1,164	2,886	2,684
01-0134-01-12	WORKER'S COMPENSATION	262	530	262	486	392
	<i>Personnel Services-----Subtotal</i>	39,824	46,696	20,201	46,698	44,431
01-0201-01-12	OFFICE SUPPLIES	91	0	0	250	250
01-0205-01-12	FUEL, OIL & LUBE	0	0	2,318	4,000	4,310
01-0213-01-12	MOTOR VEHICLE	0	0	4,377	0	0
	<i>Supplies-----Subtotal</i>	91	0	6,695	4,250	4,560
01-0304-01-12	TELEPHONE - CELLULAR	0	0	0	250	250
01-0320-01-12	WASTE DISPOSAL-CONDEMMED STRUCTURES	0	0	0	40,000	30,000
01-0324-01-12	PRINTING & REPRODUCTION	0	0	0	250	250
01-0342-01-12	REPAIR & MAINTENANCE EQUIPMENT	0	0	0	700	700
	<i>Charges for service----Subtotal</i>	0	0	0	41,200	31,200
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 12	CODE ENFORCEMENT	39,915	46,696	26,896	92,148	80,191
Department Number: 1	GENERAL GOVERNMENT	2,141,465	1,911,751	947,196	1,849,180	1,868,770

# FINANCE DEPARTMENT

The mission of the Finance Department is to provide timely, complete and accurate financial information to the City Commission, City Manager and all departments and to properly safeguard the assets of the City.

It is the responsibility of the Finance Department to maintain the general ledger system, maintain the bi-weekly payroll, generate vendor accounts payable checks, perform daily cash and banking activities, maintain financial records for all City grant programs, maintain all City bank accounts, maintain investment records and prepare quarterly investment reports.

The Finance Department is responsible for the preparation of the periodic reports to Federal and State agencies and the bi-annual depository contracts. The department bills and collects Hotel/Motel Occupancy Tax, coordinates with the City's independent, Federal and State auditors, and prepares financial reports for the City Commission and City Manager.

The Finance Department also maintains the accounting records for Marshall Downtown Development Corporation and generates their vendor accounts payable checks.

The Finance Director and staff also assist the City Manager with the preparation of the annual City budget. The Finance Director serves as trustee on the Firemen's Relief and Retirement Pension Fund Board and as an ex-officio member of the Board of the Marshall Downtown Development Corporation.

**General Fund  
Finance**

Fund: 1 GENERAL FUND		FINANCE		ACCOUNTING		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2012
01-0101-02-02	SALARIES-OFFICIAL & ADMIN	43,260	43,260	20,798	43,260	43,692
01-0106-02-02	SALARIES-OFFICE & CLERICAL	90,209	89,882	43,553	90,591	93,309
01-0109-02-02	SALARIES-OVERTIME	0	2,800	0	2,800	2,800
01-0110-02-02	SALARIES-PART TIME & HOURLY	605	0	0	0	0
01-0111-02-02	SALARIES-LONGEVITY	1,680	1,680	0	1,824	1,968
01-0122-02-02	TMRS	27,798	28,302	13,194	28,364	25,627
01-0133-02-02	FICA	9,687	10,666	4,567	10,731	10,983
01-0134-02-02	WORKER'S COMPENSATION	224	221	110	203	222
	<i>Personnel Services-----Subtotal</i>	173,463	176,811	82,222	177,773	178,601
01-0201-02-02	OFFICE SUPPLIES	4,783	5,000	1,007	5,000	5,000
	<i>Supplies-----Subtotal</i>	4,783	5,000	1,007	5,000	5,000
01-0304-02-02	TELEPHONE - CELLULAR	999	1,200	458	1,200	1,200
01-0305-02-02	OTHER PROFESSIONAL SERVICES	4,538	6,500	0	2,200	3,900
01-0311-02-02	TRANSPORTATION	1,800	1,800	900	1,800	1,800
01-0318-02-02	GENERAL PRINTING	0	200	0	200	200
01-0323-02-02	SERVICE AGREEMENTS-TECHNICAL	8,745	11,800	9,129	13,900	13,900
01-0324-02-02	PRINTING & REPRODUCTION	455	300	227	300	300
01-0342-02-02	REPAIR & MAINTENANCE EQUIPMENT	0	3,000	172	3,000	3,000
01-0345-02-02	CONFERENCE & TRAINING	4,244	4,450	1,502	4,450	4,450
01-0346-02-02	DUES & SUBSCRIPTION	1,759	2,000	315	2,000	2,000
01-0347-02-02	MISCELLANEOUS	185	100	0	100	100
	<i>Charges for service----Subtotal</i>	22,725	31,350	12,703	29,150	30,850
01-0420-02-02	IMPROVEMENTS-DATA PROCESSING	0	4,500	0	6,700	0
01-0440-02-02	OTHER MACHINERY & EQUIPMENT	0	0	0	0	5,000
	<i>Capital outlay-----Subtotal</i>	0	4,500	0	6,700	5,000
Program Number: 2 ACCOUNTING		200,971	217,661	95,932	218,623	219,451
Department Number: 2 FINANCE		200,971	217,661	95,932	218,623	219,451

# POLICE DEPARTMENT

*The mission of the Marshall Police Department is to preserve public safety and quality of life within the City of Marshall, to respond effectively to the changing needs of the community, and to promote mutual respect between the Police Department and the people we serve.*

*To preserve a high quality of life and feeling of safety for the City's diverse population, all members of the Marshall Police Department are committed to serve with professionalism, respect and concern for the community. To optimize the use of police resources, the Marshall Police Department balances firm and quick response to all forms of crime with crime prevention approaches and community involvement in addressing specific problems.*

*The Marshall Police Department's philosophy and work processes reflect modern, quality law enforcement concepts and technology, involving every member of the Marshall Police Department in an effort to continually improve all areas of administration and operations. Quality leadership at all levels reflects the Marshall Police Department's commitment to a strong work ethic, while valuing diversity, promoting effective policing methods and through training, enhance and maintain the flexibility to serve the public.*

*The Marshall Police Department constantly strives for effectiveness in preventing and fighting crime, for effective collaboration with other city departments, and for providing leadership and support for regional law enforcement efforts through several task force commitments. To this end, the Marshall Police Department recruits, hires, trains, supports and retains qualified personnel as sworn and civilian members as a progressive law enforcement agency.*

*The divisions of the Police Department are Administrative (titled Special Services in the line-item budget), Patrol and Investigative (titled Criminal Investigation in the line-item budget). The City's Animal Control Division is also assigned to the Police Department. The Marshall Police Department features many specialized "Divisions" to increase the overall effectiveness of the Department. Specialized Divisions consist of the Crime Scene Unit, Special Response Team (S.R.T.), a Hostage Negotiation Unit, Police Canine Units, Narcotics Unit, Traffic Division, and specially trained Juvenile Investigators. The Marshall Police Department also supports the Crime Stoppers and D.A.R.E. Programs.*

**General Fund**  
**Police-Special Services**

**Fund: 1 GENERAL FUND**

**POLICE**

**SPECIAL SERVICES**

	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-03-02 SALARIES-OFFICIAL & ADMIN	163,267	163,602	78,655	164,202	166,858
01-0106-03-02 SALARIES-OFFICE & CLERICAL	358,205	396,797	207,369	442,335	482,344
01-0109-03-02 SALARIES-OVERTIME	31,978	6,000	11,548	6,000	6,000
01-0111-03-02 SALARIES-LONGEVITY	6,168	6,476	0	7,244	7,724
01-0112-03-02 SALARIES-INCENTIVE	4,440	4,440	2,135	4,440	4,440
01-0113-03-02 UNIFORM ALLOWANCES	1,440	1,440	720	1,440	1,440
01-0122-03-02 TMRS	115,761	118,584	61,231	127,601	120,346
01-0130-03-02 RELIEF FUND PAYMENT	72	120	44	84	84
01-0133-03-02 FICA	30,327	32,171	16,646	35,714	38,827
01-0134-03-02 WORKER'S COMPENSATION	3,268	3,279	1,559	2,888	3,170
01-0155-03-02 CIVIL SERVICE	35	0	0	0	0
01-0163-03-02 WEAPON REPLACEMENT ALLOWANCE	600	600	0	600	600
<i>Personnel Services-----Subtotal</i>	715,561	733,509	379,907	792,548	831,833
01-0201-03-02 OFFICE SUPPLIES	17,502	12,000	8,811	12,000	12,000
01-0203-03-02 MEDICAL & CHEMICAL	272	0	965	0	0
01-0208-03-02 FOOD SUPPLIES	0	0	1,088	0	0
01-0213-03-02 MOTOR VEHICLE	0	0	120	0	0
01-0217-03-02 OTHER SUPPLIES	457	400	75	400	400
01-0218-03-02 SMALL TOOLS & MINOR EQUIPMENT	800	200	473	200	200
01-0225-03-02 TACTICAL	4,884	5,500	3,876	5,500	5,500
<i>Supplies-----Subtotal</i>	23,915	18,100	15,408	18,100	18,100
01-0304-03-02 TELEPHONE-CELLULAR	13,353	12,000	6,593	12,000	12,000
01-0305-03-02 OTHER PROFESSIONAL SERVICES	47,850	47,850	2,850	2,850	2,850
01-0306-03-02 DRUG TESTING	334	1,000	0	1,000	500
01-0308-03-02 TELEPHONE-LAND	3,026	3,000	182	3,000	3,000
01-0309-03-02 RADIO REPAIRS	12,655	12,240	4,964	12,240	12,240
01-0311-03-02 TRANSPORTATION	4,800	4,800	2,400	4,800	4,800
01-0323-03-02 SERVICE AGREEMENTS-TECHNICAL	13,248	15,600	13,825	15,600	15,600
01-0324-03-02 PRINTING & REPRODUCTION	1,449	3,100	404	3,100	2,100
01-0342-03-02 REPAIR & MAINTENANCE EQUIPMENT	1,830	3,000	1,011	3,000	2,800
01-0344-03-02 RENTALS	2,400	4,000	1,000	4,000	2,400
01-0345-03-02 CONFERENCE & TRAINING	2,020	3,500	1,378	3,500	2,800
01-0346-03-02 DUES & SUBSCRIPTION	762	800	367	800	800
01-0347-03-02 MISCELLANEOUS	2,950	1,500	775	1,500	1,500
01-0359-03-02 JAIL CONTRACT	27,400	25,000	23,000	25,000	30,000
01-0360-03-02 JANITORIAL CONTRACT	28,320	30,000	14,160	30,000	29,000
<i>Charges for service----Subtotal</i>	162,397	167,390	72,909	122,390	122,390
<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 2 SPECIAL SERVICES	901,873	918,999	468,224	933,038	972,323

**General Fund  
Police-Patrol**

Fund: 1 GENERAL FUND		POLICE		PATROL		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0102-03-03	SALARIES-PROFESSIONAL	310,786	328,749	128,215	329,249	278,432
01-0103-03-03	SALARIES-TECHNICIAN	193,033	188,889	92,890	189,389	192,224
01-0104-03-03	SALARIES-PROTECTIVE SERVICE	1,217,373	1,216,535	530,994	1,227,435	1,264,211
01-0109-03-03	SALARIES-OVERTIME	46,618	39,952	21,263	39,952	39,952
01-0111-03-03	SALARIES-LONGEVITY	17,744	19,260	144	21,360	19,840
01-0112-03-03	SALARIES-INCENTIVE	36,537	32,349	17,147	37,305	36,692
01-0113-03-03	UNIFORM ALLOWANCES	600	0	720	0	0
01-0115-03-03	SPECIAL ASSIGNMENT PAY	8,835	7,500	4,356	7,500	7,500
01-0122-03-03	TMRS	372,928	374,644	163,337	377,001	330,377
01-0130-03-03	RELIEF FUND PAYMENT	253	399	113	343	343
01-0133-03-03	FICA	26,153	26,761	11,272	27,035	26,837
01-0134-03-03	WORKER'S COMPENSATION	29,091	30,290	13,940	25,825	26,285
01-0163-03-03	WEAPON REPLACEMENT ALLOWANCE	11,100	12,300	0	12,300	12,000
01-0165-03-03	OVERTIME REIMBURSEMENT	-4,736	0	-1,054	0	0
	<i>Personnel Services-----Subtotal</i>	2,266,315	2,277,628	983,337	2,294,694	2,234,693
01-0203-03-03	MEDICAL & CHEMICAL	6	410	0	410	410
01-0205-03-03	FUEL, OIL & LUBE	148,388	154,800	78,414	167,200	165,070
01-0206-03-03	CLOTHING	9,734	13,000	7,039	13,000	12,000
01-0213-03-03	MOTOR VEHICLE	39,057	33,000	14,882	33,000	33,000
01-0217-03-03	OTHER SUPPLIES	701	1,500	0	1,500	1,000
01-0220-03-03	FUEL REIMBURSEMENT	0	0	-4,947	0	0
01-0224-03-03	AMMUNITION	7,913	7,450	976	7,450	7,450
01-0228-03-03	PERSONNEL PROTECTIVE EQUIPMENT	0	0	0	16,700	16,700
	<i>Supplies-----Subtotal</i>	205,799	210,160	96,364	239,260	235,630
01-0306-03-03	DRUG TESTING	72	0	144	0	0
01-0309-03-03	RADIO REPAIRS	6,187	5,000	896	5,000	5,000
01-0332-03-03	LIABILITY INSURANCE	21,526	26,000	9,984	26,000	24,000
01-0336-03-03	CAR WASHING SERVICE	112	200	41	200	200
01-0342-03-03	REPAIR & MAINTENANCE EQUIPMENT	2,220	6,500	2,832	6,500	3,500
01-0345-03-03	CONFERENCE & TRAINING	5,736	7,000	1,093	7,000	6,000
01-0346-03-03	DUES & SUBSCRIPTION	0	100	0	100	0
01-0347-03-03	MISCELLANEOUS	3,663	2,700	1,346	2,700	2,700
01-0351-03-03	LAUNDRY SERVICE	3,683	4,000	1,816	4,000	4,000
	<i>Charges for service----Subtotal</i>	43,199	51,500	18,152	51,500	45,400
01-0425-03-03	CARS & TRUCKS	7,500	8,500	9,000	8,500	10,000
01-0460-03-03	LEASE/PURCHASE PAYMENTS	147,177	146,545	143,505	146,545	232,625
01-0490-03-03	NON DEPRECIABLE CAPITAL ITEMS	3,196	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	157,873	155,045	152,505	155,045	242,625
Program Number: 3 PATROL		2,673,186	2,694,333	1,250,358	2,740,499	2,758,348

**General Fund**  
**Police-Criminal Investigation**

Fund: 1 GENERAL FUND

POLICE

CRIMINAL INVESTIGATION

		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0102-03-04	SALARIES-PROFESSIONAL	154,688	168,024	95,271	113,348	221,438
01-0103-03-04	SALARIES-TECHNICIAN	221,325	236,862	112,516	235,862	237,155
01-0104-03-04	SALARIES-PROTECTIVE SERVICE	93,921	122,564	29,867	83,209	43,178
01-0106-03-04	SALARIES-OFFICE & CLERICAL	25,850	25,850	12,428	25,850	26,626
01-0109-03-04	SALARIES-OVERTIME	13,573	15,880	8,268	15,880	15,880
01-0111-03-04	SALARIES-LONGEVITY	7,668	8,024	0	6,568	8,232
01-0112-03-04	SALARIES-INCENTIVE	15,280	16,860	7,073	14,460	14,640
01-0113-03-04	UNIFORM ALLOWANCES	7,020	7,920	3,480	6,480	5,760
01-0115-03-04	SPECIAL ASSIGNMENT PAY	2,500	2,500	1,202	2,500	2,500
01-0122-03-04	TMRS	109,981	123,380	54,615	102,487	103,246
01-0130-03-04	RELIEF FUND PAYMENTS	81	96	44	84	84
01-0133-03-04	FICA	9,330	9,573	4,599	8,964	10,053
01-0134-03-04	WORKER'S COMPENSATION	9,084	8,691	3,275	6,067	7,398
01-0163-03-04	WEAPON REPLACEMENT ALLOWANCE	3,300	3,300	0	2,700	3,000
01-0165-03-04	OVERTIME REIMBURSEMENT	0	0	0	0	0
	<i>Personnel Services-----Subtotal</i>	673,601	749,524	332,638	624,459	699,190
01-0203-03-04	MEDICAL & CHEMICAL	0	100	0	100	0
01-0205-03-04	FUEL, OIL & LUBE	26,752	25,200	14,211	27,215	29,310
01-0213-03-04	MOTOR VEHICLE	6,586	5,200	2,118	5,200	5,200
01-0217-03-04	OTHER SUPPLIES	36	300	0	300	300
01-0218-03-04	SMALL TOOLS & MINOR EQUIPMENT	5,150	4,050	1,147	4,050	4,050
	<i>Supplies-----Subtotal</i>	38,524	34,850	17,476	36,865	38,860
01-0309-03-04	RADIO REPAIRS	81	0	0	0	0
01-0342-03-04	REPAIR & MAINTENANCE EQUIPMENT	661	950	0	950	950
01-0344-03-04	RENTALS	0	100	200	100	100
01-0345-03-04	CONFERENCE & TRAINING	5,230	4,000	1,869	4,000	4,000
01-0346-03-04	DUES & SUBSCRIPTION	0	100	0	100	0
01-0347-03-04	MISCELLANEOUS	2,351	2,500	1,028	2,500	2,500
01-0368-03-04	PRISONER TRANSFER	0	0	25	500	500
	<i>Charges for service----Subtotal</i>	8,323	7,650	3,122	8,150	8,050
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 4	CRIMINAL INVESTIGATION	720,448	792,024	353,236	669,474	746,100

**General Fund**  
**Police-Animal Control**

Fund: 1 GENERAL FUND	POLICE	ANIMAL CONTROL				
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0103-03-05	SALARIES-TECHNICIAN	66,005	83,809	42,089	83,106	91,251
01-0109-03-05	SALARIES-OVERTIME	8,165	1,500	1,234	1,500	3,000
01-0110-03-05	SALARIES-PART TIME & HOURLY	0	12,792	0	12,792	0
01-0111-03-05	SALARIES-LONGEVITY	172	432	0	336	336
01-0122-03-05	TMRS	15,090	17,405	8,760	17,175	16,884
01-0130-03-05	RELIEF FUND PAYMENTS	0	12	0	0	0
01-0133-03-05	FICA	5,349	7,538	3,046	7,477	7,236
01-0134-03-05	WORKER'S COMPENSATION	1,179	1,391	683	1,265	1,301
	<i>Personnel Services-----Subtotal</i>	95,960	124,879	55,812	123,651	120,008
01-0201-03-05	OFFICE SUPPLIES	238	300	37	300	300
01-0203-03-05	MEDICAL & CHEMICAL	3,765	3,400	2,252	3,400	3,400
01-0205-03-05	FUEL, OIL & LUBE	2,780	7,800	1,712	5,425	5,150
01-0206-03-05	CLOTHING	492	400	17	400	400
01-0207-03-05	ANIMAL FOOD	690	1,200	186	1,200	1,200
01-0213-03-05	MOTOR VEHICLE	2,177	4,000	415	3,000	3,000
01-0217-03-05	OTHER SUPPLIES	208	400	0	400	400
01-0218-03-05	SMALL TOOLS & MINOR EQUIPMENT	1,101	1,750	413	1,750	1,500
	<i>Supplies-----Subtotal</i>	11,451	19,250	5,032	15,875	15,350
01-0342-03-05	REPAIR & MAINTENANCE EQUIPMENT	103	500	117	500	400
01-0345-03-05	CONFERENCE & TRAINING	115	300	514	300	300
01-0346-03-05	DUES & SUBSCRIPTION	0	150	0	150	0
01-0347-03-05	MISCELLANEOUS	316	600	150	600	400
01-0360-03-05	JANITORIAL CONTRACT	4,560	4,320	2,280	4,320	4,320
	<i>Charges for service---Subtotal</i>	5,094	5,870	3,061	5,870	5,420
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 5	ANIMAL CONTROL	112,505	149,999	63,905	145,396	140,778
Department Number: 3	POLICE	4,408,012	4,555,355	2,135,723	4,488,407	4,617,549

# FIRE DEPARTMENT

*The mission of the Marshall Fire Department is to serve the citizens of Marshall by providing the highest level of Fire Prevention, Fire Suppression, and Emergency Medical Services through professionalism and compassion.*

*The primary long-range goal is to add an additional fire station in the Marshall Business Park area.*

*Goals of the Fire Department are to continue to meet national and state recommended staffing levels for fire fighting operations and make improvements to the fire stations.*

*The major responsibilities of the Marshall Fire Department are Fire Prevention, Fire Suppression, and Emergency Medical Services.*

*The Fire Department also undertakes many other specialized duties including rescue and hazardous materials response.*

**General Fund  
Fire-Fire Prevention**

Fund: 1 GENERAL FUND		FIRE		FIRE PREVENTION		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0102-04-01	SALARIES-PROFESSIONAL	126,297	125,513	60,823	126,813	129,108
01-0109-04-01	SALARIES-OVERTIME	0	3,000	0	3,000	2,000
01-0111-04-01	SALARIES-LONGEVITY	2,108	2,108	0	2,156	2,204
01-0112-04-01	SALARIES-INCENTIVE	11,040	8,220	5,562	11,040	11,640
01-0113-04-01	UNIFORM ALLOWANCE	720	720	360	720	720
01-0115-04-01	SPECIAL ASSIGNMENT PAY	1,500	1,500	721	1,500	1,500
01-0129-04-01	RELIEF FUND PAYMENTS	51	50	26	52	52
01-0132-04-01	FIREMEN RELIEF & RETIREMENT	28,756	28,696	13,642	29,487	28,151
01-0133-04-01	FICA	2,040	1,113	966	1,118	1,131
01-0134-04-01	WORKER'S COMPENSATION	1,716	1,695	839	1,554	1,675
01-0163-04-01	WEAPON REPLACEMENT ALLOWANCE	300	300	0	600	600
	<i>Personnel Services-----Subtotal</i>	174,528	172,915	82,939	178,040	178,781
01-0201-04-01	OFFICE SUPPLIES	82	200	63	200	200
01-0205-04-01	FUEL, OIL & LUBE	3,804	4,440	2,082	4,795	5,165
01-0206-04-01	CLOTHING	0	150	0	150	150
01-0213-04-01	MOTOR VEHICLE	1,347	600	793	600	600
01-0217-04-01	OTHER SUPPLIES	757	800	0	800	800
01-0218-04-01	SMALL TOOLS & MINOR EQUIPMENT	99	400	1,023	1,400	1,400
	<i>Supplies-----Subtotal</i>	6,089	6,590	3,961	7,945	8,315
01-0305-04-01	OTHER PROFESSIONAL SERVICES	0	400	0	400	0
01-0309-04-01	RADIO REPAIRS	0	200	0	200	200
01-0324-04-01	PRINTING & REPRODUCTION	1,497	1,500	185	1,500	1,500
01-0342-04-01	REPAIR & MAINTENANCE EQUIPMENT	0	200	0	200	200
01-0345-04-01	CONFERENCE & TRAINING	6,907	6,000	2,770	6,000	5,000
01-0346-04-01	DUES & SUBSCRIPTION	1,092	1,100	905	1,100	1,100
01-0347-04-01	MISCELLANEOUS	231	100	-709	100	100
	<i>Charges for service----Subtotal</i>	9,727	9,500	3,151	9,500	8,100
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 1 FIRE PREVENTION		190,344	189,005	90,051	195,485	195,196

**General Fund**  
**Fire-Fire Suppression**

Fund: 1 GENERAL FUND		FIRE		FIRE SUPPRESSION		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0101-04-02	SALARIES-OFFICIALS & ADMIN	100,869	101,036	48,575	101,336	102,815
01-0102-04-02	SALARIES-PROFESSIONAL	335,418	342,039	161,123	336,048	340,852
01-0103-04-02	SALARIES-TECHNICIAN	287,712	140,909	156,378	325,291	330,002
01-0104-04-02	SALARIES-PROTECTIVE SERVICE	962,122	1,039,604	431,313	919,070	986,525
01-0109-04-02	SALARIES-OVERTIME	7,655	6,000	2,463	6,000	6,000
01-0111-04-02	SALARIES-LONGEVITY	13,912	16,872	596	15,216	14,856
01-0112-04-02	SALARIES-INCENTIVE	116,631	107,905	61,513	115,141	132,358
01-0113-04-02	UNIFORM ALLOWANCE	720	720	360	720	720
01-0115-04-02	SPECIAL ASSIGNMENT PAY	6,000	6,000	2,885	6,000	6,000
01-0118-04-02	PREMIUM PAY	44,070	42,776	20,654	44,349	46,832
01-0119-04-02	STEP PAY	11,842	7,000	6,493	7,000	7,000
01-0122-04-02	TMRS	22,603	22,639	10,778	22,620	20,241
01-0129-04-02	RELIEF FUND PAYMENTS	981	834	486	988	988
01-0132-04-02	FIREMEN RELIEF & RETIREMENT	361,631	346,367	169,695	358,077	355,695
01-0133-04-02	FICA	23,603	22,166	10,964	23,790	25,830
01-0134-04-02	WORKER'S COMPENSATION	21,983	21,792	10,832	20,068	22,455
01-0155-04-02	CIVIL SERVICE	35	0	0	0	0
01-0163-04-02	WEAPON REPLACEMENT ALLOWANCE	300	300	0	0	0
01-0165-04-02	OVERTIME REIMBURSEMENT	-5,855	0	0	0	0
	<i>Personnel Services-----Subtotal</i>	2,312,232	2,224,959	1,095,108	2,301,714	2,399,169
01-0201-04-02	OFFICE SUPPLIES	2,338	2,200	565	2,200	2,200
01-0202-04-02	AGRICULTURE	263	250	108	250	250
01-0203-04-02	MEDICAL & CHEMICAL	0	150	0	150	0
01-0205-04-02	FUEL, OIL & LUBE	29,754	24,000	13,380	30,000	32,310
01-0206-04-02	CLOTHING	14,575	16,000	12,499	16,000	15,000
01-0208-04-02	FOOD SUPPLIES	229	300	12	300	300
01-0212-04-02	ELECTRICAL SUPPLIES	89	150	0	150	150
01-0213-04-02	MOTOR VEHICLE	25,168	28,900	8,983	28,900	27,000
01-0217-04-02	OTHER SUPPLIES	887	1,500	425	1,500	1,000
01-0218-04-02	SMALL TOOLS & MINOR EQUIPMENT	1,250	2,500	920	4,000	2,500
01-0223-04-02	FIRE HOSE / ACCESSORIES SUPPLIES	6,405	7,000	97	7,000	7,000
01-0226-04-02	HAZARD MATERIAL SUPPLIES	4,584	5,000	1,623	5,000	5,000
01-0228-04-02	PERSONNEL PROTECTIVE EQUIPMENT	0	0	3,094	20,000	20,000
	<i>Supplies-----Subtotal</i>	85,542	87,950	41,706	115,450	112,710
01-0301-04-02	AUDIT SERVICES	10,439	10,880	0	10,880	10,880
01-0304-04-02	TELEPHONE - CELLULAR	6,703	4,500	2,487	4,500	4,500
01-0306-04-02	DRUG TESTING	380	1,000	144	1,000	1,000
01-0307-04-02	CHRONIC DISEASE PREVENTION	0	1,500	0	1,500	1,500
01-0309-04-02	RADIO REPAIRS	13,967	13,875	3,707	13,875	13,875
01-0311-04-02	TRANSPORTATION	6,600	6,600	3,300	6,600	6,600
01-0323-04-02	SERVICE AGREEMENTS-TECHNOLOGY	1,285	1,400	0	1,400	1,400
01-0324-04-02	PRINTING & REPRODUCTION	299	350	-8	350	350

**General Fund**  
**Fire-Fire Suppression**

Fund: 1 GENERAL FUND		FIRE		FIRE SUPPRESSION		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0342-04-02	REPAIR & MAINTENANCE EQUIPMENT	3,691	9,000	1,160	9,000	6,000
01-0344-04-02	RENTALS	2,940	3,000	1,470	3,000	3,000
01-0345-04-02	CONFERENCE & TRAINING	15,918	17,000	6,608	19,500	17,000
01-0346-04-02	DUES & SUBSCRIPTION	888	950	544	950	950
01-0347-04-02	MISCELLANEOUS	1,173	375	753	375	375
	<i>Charges for service----Subtotal</i>	64,283	70,430	20,165	72,930	67,430
01-0440-04-02	OTHER MACHINERY & EQUIPMENT	24,125	44,500	44,200	27,000	0
01-0490-04-02	NON DEPRECIABLE CAPITAL ITEMS	9,164	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	33,289	44,500	44,200	27,000	0
Program Number: 2 FIRE SUPPRESSION		2,495,346	2,427,839	1,201,179	2,517,094	2,579,309

**General Fund**  
**Fire-Emergency Medical Services**

Fund: 1 GENERAL FUND		FIRE		EMERGENCY MEDICAL SERVICES		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0102-04-03	SALARIES-PROFESSIONAL	216,862	218,190	101,599	218,293	219,832
01-0104-04-03	SALARIES-PROTECTIVE SERVICE	199,517	287,179	96,658	203,071	210,489
01-0106-04-03	SALARIES-OFFICE & CLERICAL	26,824	26,824	13,110	26,824	28,582
01-0109-04-03	SALARIES-OVERTIME	150	6,500	318	6,500	6,500
01-0110-04-03	SALARIES-PART/TIME & HOURLY	720	0	0	0	0
01-0111-04-03	SALARIES-LONGEVITY	5,448	6,972	500	5,880	5,640
01-0112-04-03	INCENTIVE PAY	41,178	44,892	19,398	41,280	35,460
01-0115-04-03	SPECIAL ASSIGNMENT PAY	1,500	1,500	721	1,500	1,500
01-0118-04-03	PREMIUM PAY	10,650	13,202	5,036	10,797	10,856
01-0119-04-03	STEP PAY	5,608	2,400	3,249	2,400	2,400
01-0122-04-03	TMRS	5,523	5,523	2,651	5,511	5,188
01-0129-04-03	RELIEF FUND PAYMENTS	230	250	115	234	234
01-0132-04-03	FIREMENT RELIEF & RETIREMENT	97,540	117,832	45,693	98,934	93,763
01-0133-04-03	FICA	8,758	8,850	4,150	9,180	9,360
01-0134-04-03	WORKER'S COMPENSATION	7,099	7,002	2,837	5,255	5,625
01-0165-04-03	OVERTIME REIMBURSEMENT	-130	0	0	0	0
	<i>Personnel Services-----Subtotal</i>	627,477	747,116	296,035	635,659	635,429
01-0201-04-03	OFFICE SUPPLIES	269	2,400	486	2,400	1,200
01-0203-04-03	MEDICAL & CHEMICAL	52,411	50,000	28,638	50,000	50,000
01-0205-04-03	FUEL, OIL & LUBE	63,195	57,000	30,891	61,560	66,300
01-0208-04-03	FOOD SUPPLIES	451	200	237	200	200
01-0213-04-03	MOTOR VEHICLE	27,629	40,000	13,636	40,000	30,000
01-0217-04-03	OTHER SUPPLIES	86	200	0	200	200
01-0218-04-03	SMALL TOOLS & MINOR EQUIPMENT	5,230	6,800	7,465	8,000	8,000
	<i>Supplies-----Subtotal</i>	149,271	156,600	81,353	162,360	155,900
01-0305-04-03	EMERGENCY DOCTOR CONTRACT	18,000	18,600	9,000	18,600	18,600
01-0306-04-03	DRUG TESTING	0	100	0	100	100
01-0307-04-03	CHRONIC DISEASE PREVENTION	1,363	1,100	0	1,100	1,100
01-0309-04-03	RADIO REPAIRS	1,242	500	1,228	500	500
01-0316-04-03	CONTRACTED SERVICES	126,954	115,000	48,600	115,000	120,000
01-0322-04-03	SERVICE AGREEMENT - OTHER	0	0	0	0	5,000
01-0342-04-03	REPAIR & MAINTENANCE EQUIPMENT	839	5,000	30	5,000	3,000
01-0345-04-03	CONFERENCE & TRAINING	1,063	4,000	2,957	6,000	6,000
01-0346-04-03	DUES & SUBSCRIPTION	300	300	130	300	300
01-0347-04-03	MISCELLANEOUS	40	75	34	75	75
	<i>Charges for service----Subtotal</i>	149,801	144,675	61,979	146,675	154,675

**General Fund**  
**Fire-Emergency Medical Services**

Fund: 1 GENERAL FUND	FIRE	EMERGENCY MEDICAL SERVICES				
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0425-04-03	CARS & TRUCKS	171,397	0	0	0	0
01-0440-04-03	OTHER MACHINERY & EQUIPMENT	0	19,000	12,679	8,100	0
01-0460-04-03	LEASE/PURCHASE-AMBULANCE	0	0	0	0	45,000
	<i>Capital outlay-----Subtotal</i>	171,397	19,000	12,679	8,100	45,000
Program Number: 3 EMERGENCY MEDICAL SERVICES		1,097,946	1,067,391	452,046	952,794	991,004
Department Number: 4 FIRE		3,783,636	3,684,235	1,743,276	3,665,373	3,765,509

## PUBLIC WORKS DEPARTMENT

The mission of the Street Division is to maintain street and traffic safety through proper maintenance of street surfaces, street cuts, pothole repairs and drainage improvements, through the use of better business practices and maintenance procedures in order to ensure safer roadway conditions for the public.

**Street Department** is responsible for providing and maintaining safe and convenient thoroughfares within the City of Marshall through a program of professional service; providing a high level of:

- Concrete and asphalt roadway maintenance.
- Mosquito control services.
- Roadway crack sealing programs.
- Storm water drainage ditch facility maintenance.
- Striping of streets, walkways and public parking areas.
- Sweeping and litter control on public streets.
- Traffic signal maintenance.

2013 Goals and Objectives of the Street Division are:

- Increase litter control and landscaping projects on all roadways.
- Increase roadway maintenance program using updated repair methods and new work order program.
- Investigate possible upstream detention pond locations to lessen downstream flooding.
- Provide a higher degree of maintenance to drainage basins, drainage structures and ditches.
- Repair and improve worn traffic control devices.
- Update Street Division webpage to provide access to an online work order request program.
- Update street maintenance schedule and condition report.

**Sanitation Division** provides a high degree of customer service for environmentally sound sanitation collection, recycling and convenience station operations for city residents and businesses. The Sanitation Division is responsible for primary services provided by Sanitation Division through a program of contracted services, and:

- Assists in proper disposal of household hazardous waste, household chemicals, and electronic wastes.
- Provides annual city-wide cleanup programs each quarter.
- Provides weekly collection and disposal of solid waste product.
- Provides weekly recycling collections.
- Reduces waste deposited in landfill through increased emphasis on recycling programs.

2013 Goals and Objectives of the Sanitation Division are:

- Create educational outreach to elementary grade students.
- Research methods to convert waste and recycling collection to a more efficient and environmentally sound type collection system by use of automated side load refuse trucks with 95 gallon rolling carts for refuse and recycling; bid out solid waste service contract.
- Update solid waste and recycling management plan in accordance with the Texas Health and Safety Code.

**Fleet Maintenance** Division provides timely maintenance and repairs of city owned vehicles and equipment in order to reduce costs and assist city departments. Fleet Services is primarily responsible for maintenance and/or repair of city vehicles and equipment:

- Assists in development of vehicle and equipment specifications.
- Maintains city fueling stations for city vehicles and fuel use reports.
- Performs annual State Inspections and stickers for city vehicles.
- Provides fleet and equipment preventive maintenance program.

**General Fund**  
**Public Works-Street Maintenance**

**Fund: 1 GENERAL FUND**

**PUBLIC WORKS**

**STREET MAINTENANCE**

		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0101-05-02	SALARIES-OFFICIAL & ADMIN	0	48,462	0	0	0
01-0107-05-02	SALARIES-SKILLED CRAFT	147,280	115,719	71,043	119,481	152,203
01-0108-05-02	SALARIES-SERVICE MAINTENANCE	100,897	125,605	44,798	129,328	105,029
01-0109-05-02	SALARIES-OVERTIME	14,890	9,000	9,328	12,000	12,000
01-0111-05-02	SALARIES-LONGEVITY	3,552	3,552	0	3,936	4,176
01-0122-05-02	TMRS	54,120	61,374	25,309	53,532	48,803
01-0133-05-02	FICA	20,318	23,129	9,537	20,253	20,915
01-0134-05-02	WORKER'S COMPENSATION	12,648	11,472	4,971	9,209	10,115
	<i>Personnel Services-----Subtotal</i>	353,705	398,313	164,986	347,739	353,241
01-0201-05-02	OFFICE SUPPLIES	243	400	146	400	400
01-0203-05-02	MEDICAL & CHEMICAL	205	6,000	866	0	0
01-0205-05-02	FUEL, OIL & LUBE	46,247	48,000	24,360	51,840	50,830
01-0206-05-02	CLOTHING	1,416	2,000	408	1,500	1,500
01-0210-05-02	SIGN SUPPLIES	10,107	10,000	2,657	11,000	11,000
01-0213-05-02	MOTOR VEHICLE	42,204	25,000	15,678	30,000	25,000
01-0216-05-02	STREET MAINTENANCE	80,610	100,000	30,058	100,000	100,000
01-0217-05-02	OTHER SUPPLIES	974	900	382	900	900
01-0218-05-02	SMALL TOOLS & MINOR EQUIPMENT	2,743	1,500	965	2,000	2,000
01-0219-05-02	REPAIR & MAINTENANCE SUPPLIES	6,993	1,500	2,289	1,500	3,000
	<i>Supplies-----Subtotal</i>	191,742	195,300	77,809	199,140	194,630
01-0304-05-02	TELEPHONE - CELLULAR	1,755	1,000	671	1,400	1,400
01-0305-05-02	OTHER PROFESSIONAL SERVICES	17,250	0	16,747	0	0
01-0306-05-02	SPRAY CONTRACT	25,128	26,000	12,944	27,500	27,500
01-0308-05-02	TELEPHONE - LAND	532	200	267	200	200
01-0309-05-02	RADIO REPAIRS	2,048	2,600	1,139	2,600	2,100
01-0316-05-02	CONTRACTED SERVICES	7,660	1,500	2,295	6,000	6,000
01-0324-05-02	PRINTING & REPRODUCTION	131	100	0	100	100
01-0342-05-02	REPAIR & MAINTENANCE EQUIPMENT	814	4,250	1,214	2,000	2,000
01-0344-05-02	RENTALS	174	850	200	850	450
01-0345-05-02	CONFERENCE & TRAINING	0	425	0	900	450
01-0346-05-02	DUES & SUBSCRIPTION	0	250	0	250	100
01-0347-05-02	MISCELLANEOUS	100	200	145	200	200
	<i>Charges for service----Subtotal</i>	55,592	37,375	35,622	42,000	40,500
01-0408-05-02	IMPROVEMENTS-STREETS	676,605	550,000	41,955	750,000	750,000
01-0409-05-02	IMPROVEMENT-PUBLIC SAFETY PROJ	0	0	0	0	0
01-0410-05-02	IMPROVEMENTS-BRIDGES & CULVERT	169,886	10,000	7,287	10,000	10,000
01-0415-05-02	UNION PACIFIC DETENTION POND	43,405	0	0	0	0

**General Fund**  
**Public Works-Street Maintenance**

Fund: 1 GENERAL FUND	PUBLIC WORKS	STREET MAINTENANCE				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0416-05-02	IMPROVEMENTS-DRAINAGE	14,749	0	7,425	0	5,000
01-0429-05-02	STREET SIGNS	5,752	0	7,734	0	0
01-0440-05-02	OTHER MACHINERY & EQUIPMENT	0	0	2,476	0	0
01-0490-05-02	NON DEPRECIABLE CAPITAL ITEMS	2,294	0	385	0	0
	<i>Capital outlay-----Subtotal</i>	912,691	560,000	67,262	760,000	765,000
Program Number: 2 STREET MAINTENANCE		1,513,730	1,190,988	345,679	1,348,879	1,353,371

**General Fund**  
**Public Works-Sanitation/Collection**

Fund: 1 GENERAL FUND	PUBLIC WORKS	SANITATION/COLLECTION				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<i>Personnel Services-----Subtotal</i>	0	0	0	0	0
01-0218-05-03	SMALL TOOLS & MINOR EQUIPMENT	0	0	40	0	0
	<i>Supplies-----Subtotal</i>	0	0	40	0	0
01-0305-05-03	OTHER-SANITATION CONTRACT	1,871,453	1,875,900	772,596	1,875,900	1,875,900
01-0316-05-03	CONTRACTED SERVICES	0	0	160	0	0
01-0320-05-03	WASTE DISPOSAL-CONDEMNED STRUCTURES	33,489	35,000	0	0	0
01-0347-05-03	MISCELLANEOUS	0	0	448	0	0
01-0362-05-03	CONVENIENCE STATION REFUSE FEE	133,139	100,000	70,063	124,000	124,000
01-0399-05-03	BAD DEBT EXPENSE	1,344	0	0	0	0
	<i>Charges for service----Subtotal</i>	2,039,425	2,010,900	843,267	1,999,900	1,999,900
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 3	SANITATION/COLLECTION	2,039,425	2,010,900	843,307	1,999,900	1,999,900

**General Fund**  
**Public Works-Fleet Services**

Fund: 1 GENERAL FUND		PUBLIC WORKS		FLEET SERVICES		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0107-05-04	SALARIES-SKILLED CRAFT	80,408	46,490	38,397	110,772	84,029
01-0108-05-04	SALARIES-SERVICE MAINTENANCE	28,288	0	13,600	0	29,137
01-0109-05-04	SALARIES OVERTIME	0	2,000	0	2,000	1,000
01-0111-05-04	SALARIES-LONGEVITY	1,920	1,200	100	2,016	1,872
01-0122-05-04	TMRS	22,453	10,087	10,534	23,210	20,713
01-0133-05-04	FICA	8,411	3,802	3,961	8,782	8,877
01-0134-05-04	WORKER'S COMPENSATION	1,122	719	822	1,523	1,637
	<i>Personnel Services-----Subtotal</i>	142,602	64,298	67,414	148,303	147,265
01-0201-05-04	OFFICE SUPPLIES	544	500	163	500	500
01-0203-05-04	MEDICAL CHEMICAL	0	255	0	255	255
01-0205-05-04	FUEL, OIL, & LUBE	3,192	4,000	1,641	3,000	3,230
01-0206-05-04	CLOTHING	395	200	445	400	400
01-0213-05-04	MOTOR VEHICLE-POOL VEHICLES	884	1,200	104	1,200	1,000
01-0217-05-04	OTHER SUPPLIES	1,329	1,200	476	1,200	1,200
01-0218-05-04	SMALL TOOLS & MINOR EQUIPMENT	2,421	3,000	568	3,000	3,000
	<i>Supplies-----Subtotal</i>	8,765	10,355	3,397	9,555	9,585
01-0304-05-04	TELEPHONE - CELLULAR	915	510	602	760	960
01-0322-05-04	SERVICE AGREEMENT-OTHER	528	340	2,480	1,500	1,750
01-0323-05-04	SERVICE AGREEMENTS-TECHNICAL	3,057	4,000	1,500	4,000	4,000
01-0324-05-04	PRINTING & REPRODUCTION	0	200	0	200	200
01-0340-05-04	REPAIR & MAINTENANCE BUILDINGS	2,800	0	294	0	0
01-0342-05-04	REPAIR & MAINTENANCE EQUIPMENT	2,303	55,000	1,476	3,000	3,000
01-0344-05-04	RENTALS	1,086	1,200	723	1,200	1,200
01-0345-05-04	CONFERENCE & TRAINING	90	200	0	200	200
01-0346-05-04	DUES & SUBSCRIPTION	0	1,200	0	1,200	1,200
01-0347-05-04	MISCELLANEOUS	0	100	0	100	100
	<i>Charges for service----Subtotal</i>	10,779	62,750	7,075	12,160	12,610
01-0440-05-04	OTHER MACHINERY & EQUIPMENT	0	0	12,847	15,000	0
	<i>Capital outlay-----Subtotal</i>	0	0	12,847	15,000	0
Program Number: 4	FLEET SERVICES	162,146	137,403	90,733	185,018	169,460
Department Number: 5	PUBLIC WORKS	3,715,301	3,339,291	1,279,719	3,533,797	3,522,731

# PURCHASING DEPARTMENT

*The mission of Purchasing is to provide support to City management and departments in the procurement of goods and services in compliance with Federal, State and local laws and regulations.*

*The City's Purchasing Director is responsible for purchasing required services and items at the best possible price while meeting the departments' operational requirements. The Purchasing Director also oversees various annual contracts and agreements.*

**General Fund  
Purchasing**

Fund: 1 GENERAL FUND	PURCHASING	PURCHASING				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<i>Personnel Services-----Subtotal</i>	0	0	0	0	0
01-0201-06-01	OFFICE SUPPLIES	172	100	18	100	100
	<i>Supplies-----Subtotal</i>	172	100	18	100	100
01-0323-06-01	SERVICE AGREEMENTS-TECHNOLOGY	1,325	1,500	1,325	1,500	1,325
01-0324-06-01	PRINT AND REPRODUCTION	0	200	0	200	0
01-0345-06-01	CONFERENCE & TRAINING	1,111	2,000	1,363	2,000	1,750
01-0346-06-01	DUES & SUBSCRIPTIONS	739	500	145	500	500
	<i>Charges for service----Subtotal</i>	3,175	4,200	2,833	4,200	3,575
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 1 PURCHASING		3,347	4,300	2,851	4,300	3,675
Department Number: 6 PURCHASING		3,347	4,300	2,851	4,300	3,675

# INSPECTIONS DEPARTMENT

*The mission of the Inspections Department is to efficiently and effectively deliver inspection services to citizens, developers, contractors and businesses.*

*The Department is made up of two divisions: Health Inspection Services and Building Inspection Services (titled Inspection in line-item budget).*

*Health Inspection Services enforces state and local public health laws for food service establishments in Marshall and Harrison County. This includes conducting food handlers' training classes, issuing permits for food service establishments, and making physical inspections of food establishments.*

*Building codes and ordinances have been adopted by the City Commission to ensure the construction of safe buildings. Building permits are the vehicles that the city uses to inspect all construction work as it progresses. The city's Building Inspection Division is responsible for permitting all construction and conducting inspection of the work.*

**General Fund**  
**Health Inspection Services**

Fund: 1 GENERAL FUND	INSPECTIONS	HEALTH INSPECTION SERVICES				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-07-01	SALARIES-OFFICIALS & ADMIN	54,573	54,573	26,237	54,573	56,210
01-0111-07-01	SALARIES-LONGEVITY	144	96	0	192	288
01-0122-07-01	TMRS	11,107	11,098	5,305	11,073	10,085
01-0133-07-01	FICA-SALARY RESERVE	4,186	4,182	2,007	4,190	4,322
01-0134-07-01	WORKER'S COMPENSATION	213	199	99	183	200
	<i>Personnel Services-----Subtotal</i>	70,223	70,148	33,648	70,211	71,105
01-0201-07-01	OFFICE SUPPLIES	746	600	289	600	600
01-0205-07-01	FUEL, OIL & LUBE	2,325	2,100	1,233	2,270	2,445
01-0213-07-01	MOTOR VEHICLE	159	357	669	357	357
	<i>Supplies-----Subtotal</i>	3,230	3,057	2,191	3,227	3,402
01-0304-07-01	TELEPHONE - CELLULAR	1,014	840	381	840	840
01-0312-07-01	GENERAL ADVERTISING	0	200	0	200	200
01-0324-07-01	PRINTING & REPRODUCTION	958	700	323	700	700
01-0345-07-01	CONFERENCE & TRAINING	1,540	1,500	0	1,500	1,500
01-0346-07-01	DUES & SUBSCRIPTION	0	100	30	100	100
01-0347-07-01	MISCELLANEOUS	462	100	0	100	100
01-0372-07-01	FOOD SEMINAR EXPENSE	1,961	2,500	0	2,500	0
	<i>Charges for service----Subtotal</i>	5,935	5,940	734	5,940	3,440
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 1	HEALTH INSPECTION SERVICES	79,388	79,145	36,573	79,378	77,947

**General Fund  
Inspection**

Fund: 1 GENERAL FUND		INSPECTIONS		INSPECTION		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-07-02	SALARIES-OFFICIALS & ADMIN	57,951	94,827	27,861	57,951	58,530
01-0103-07-02	SALARIES-TECHNICIAN	76,164	39,079	37,576	76,492	78,787
01-0106-07-02	SALARIES-OFFICE & CLERICAL	22,793	22,870	10,995	22,870	23,556
01-0109-07-02	SALARIES-OVERTIME	0	0	169	0	0
01-0110-07-02	SALARIES-PART/TIME & HOURLY	1,643	0	0	0	0
01-0111-07-02	SALARIES-LONGEVITY	1,056	2,064	0	1,248	1,440
01-0122-07-02	TMRS	32,064	32,244	15,489	32,061	28,973
01-0133-07-02	FICA-SALARY RESERVE	12,210	12,151	5,860	12,130	12,417
01-0134-07-02	WORKER'S COMPENSATION	643	531	262	485	528
	<i>Personnel Services-----Subtotal</i>	204,524	203,766	98,212	203,237	204,231
01-0201-07-02	OFFICE SUPPLIES	2,313	1,000	987	1,000	1,000
01-0205-07-02	FUEL, OIL & LUBE	5,674	4,920	3,429	5,315	5,725
01-0206-07-02	CLOTHING	285	300	150	300	300
01-0213-07-02	MOTOR VEHICLE	1,349	2,000	466	2,000	2,000
01-0218-07-02	SMALL TOOLS & MINOR EQUIPMENT	34	0	0	0	0
	<i>Supplies-----Subtotal</i>	9,655	8,220	5,032	8,615	9,025
01-0304-07-02	TELEPHONE - CELLULAR	1,620	1,500	635	1,500	1,500
01-0305-07-02	OTHER PROFESSIONAL SERVICES	3,366	2,000	0	2,000	2,000
01-0324-07-02	PRINTING & REPRODUCTION	355	300	320	300	300
01-0342-07-02	REPAIR & MAINTENANCE EQUIPMENT	291	350	0	350	350
01-0345-07-02	CONFERENCE & TRAINING	65	1,000	0	1,000	1,000
01-0346-07-02	DUES & SUBSCRIPTION	345	400	135	400	400
01-0347-07-02	MISCELLANEOUS	179	100	110	100	100
	<i>Charges for service----Subtotal</i>	6,221	5,650	1,200	5,650	5,650
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 2 INSPECTION		220,400	217,636	104,444	217,502	218,906
Department Number: 7 INSPECTIONS		299,788	296,781	141,017	296,880	296,853

# CONVENTION CENTER DEPARTMENT

*The mission of the Convention Center Department is to provide an excellent, well-maintained facility for use by citizens and visitors.*

*The staff is charged with the management, operation and maintenance of the Marshall Convention Center that hosts an array of events including meetings, conventions, reunions and various others.*

*A professional, courteous and friendly staff is a component that enhances this mission.*

**General Fund  
Convention Center**

**Fund: 1 GENERAL FUND      CONVENTION CENTER**

**CONVENTION CENTER**

		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0102-08-02	SALARIES-PROFESSIONAL	44,608	44,607	21,446	44,608	45,054
01-0106-08-02	SALARIES-OFFICE & CLERICAL	30,126	29,931	14,390	29,931	28,582
01-0108-08-02	SALARIES-SERVICE MAINTENANCE	70,733	71,082	34,430	71,822	51,184
01-0109-08-02	SALARIES-OVERTIME	1,323	3,000	1,817	3,000	3,000
01-0110-08-02	SALARIES-PART/TIME & HOURLY	3,550	2,000	2,520	2,000	2,000
01-0111-08-02	SALARIES-LONGEVITY	1,776	1,872	0	2,016	2,112
01-0122-08-02	TMRS	30,157	30,550	14,575	30,609	23,193
01-0133-08-02	FICA-SALARY RESERVE	11,566	11,666	5,672	11,733	10,092
01-0134-08-02	WORKER'S COMPENSATION	1,468	1,488	743	1,377	1,107
	<i>Personnel Services-----Subtotal</i>	195,307	196,196	95,593	197,096	166,324
01-0201-08-02	OFFICE SUPPLIES	1,015	500	694	500	500
01-0202-08-02	AGRICULTURAL	413	500	384	500	500
01-0204-08-02	JANITORIAL	6,467	6,000	4,398	6,000	6,500
01-0205-08-02	FUEL, OIL & LUBE	1,025	2,075	644	2,245	1,745
01-0206-08-02	CLOTHING	366	300	0	300	300
01-0208-08-02	FOOD SUPPLIES	177	100	53	100	100
01-0212-08-02	ELECTRICAL SUPPLIES	2,472	2,250	818	2,250	2,250
01-0213-08-02	MOTOR VEHICLE	180	300	123	300	300
01-0215-08-02	BUILDING SUPPLIES	32	500	77	500	300
01-0217-08-02	OTHER SUPPLIES	922	1,000	75	1,000	1,000
01-0218-08-02	SMALL TOOLS & MINOR EQUIPMENT	4,018	2,500	1,739	2,500	2,500
01-0219-08-02	REPAIR & MAINTENANCE SUPPLIES	276	500	351	500	500
	<i>Supplies-----Subtotal</i>	17,363	16,525	9,356	16,695	16,495
01-0304-08-02	TELEPHONE - CELLULAR	1,114	800	414	800	800
01-0308-08-02	TELEPHONE - LAND	156	0	90	0	0
01-0322-08-02	SERVICE AGREEMENT-OTHER	1,900	1,975	1,002	1,975	1,975
01-0326-08-02	TEXAS MULTIPLE PERIL INSURANCE	6,824	4,100	3,279	4,100	6,600
01-0337-08-02	ELECTRIC SERVICE	58,313	100,000	25,473	100,000	60,000
01-0338-08-02	GAS SERVICE	7,837	27,000	5,511	27,000	15,000
01-0342-08-02	REPAIR & MAINTENANCE EQUIPMENT	2,844	4,000	2,092	4,000	4,000
01-0344-08-02	RENTALS	231	500	117	500	500
01-0345-08-02	CONFERENCE & TRAINING	0	1,500	0	1,500	1,500
01-0346-08-02	DUES & SUBSCRIPTIONS	249	150	100	150	150
01-0347-08-02	MISCELLANEOUS	535	100	0	100	100
01-0364-08-02	REPAIR & MAINTENANCE GROUNDS	3,589	3,500	1,349	3,500	3,500
	<i>Charges for service----Subtotal</i>	83,592	143,625	39,427	143,625	94,125

**General Fund  
Convention Center**

Fund: 1 GENERAL FUND	CONVENTION CENTER	CONVENTION CENTER				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0420-08-02	IMPROVEMENTS-DATA PROCESSING	3,213	0	0	0	0
01-0426-08-02	FURNITURE & FIXTURES	2,866	5,000	115	5,000	5,000
01-0440-08-02	OTHER MACHINERY & EQUIPMENT	0	0	0	26,000	0
	<i>Capital outlay-----Subtotal</i>	6,079	5,000	115	31,000	5,000
Program Number: 2 CONVENTION CENTER		302,341	361,346	144,491	388,416	281,944
Department Number: 8 CONVENTION CENTER		302,341	361,346	144,491	388,416	281,944

# LIBRARY

*Marshall Public Library has its roots in a private lending library serving members of five women's clubs dating back to the end of the 19<sup>th</sup> century. The lending library serving these women's groups was organized into the Marshall Library in 1902. In 1904, as the Marshall Library Association, it obtained a 50-year state charter governing its operation. In the mid-1960s, a movement, led by the Marshall Chamber of Commerce, was begun in Marshall to establish a municipally-operated library.*

*With support of the Chamber, the Friends of a Public Library organization was established in August 1969, and they began a fundraising effort to raise money to build a city library. In December 1969, the City Commission voted to establish a public library department. The Marshall Public Library was opened in September 1970. The following year, the Marshall Library Association transferred its land, building, and collection to the Marshall Public Library. With the successful completion of the Friends fundraising effort, construction of the library began in December 1972 and its dedication was held in October 1973. Today, the Marshall Public Library offers a wide range of services to the citizens of the City of Marshall and Harrison County.*

*To maintain accreditation, the library must meet the minimum criteria of the Texas Library Systems Act established by the Texas State Library and Archives Commission (TSLAC) for expenditures, collection size, service hours, and number of professional librarians. The library also endeavors to meet the basic, enhanced, and comprehensive levels of service standards outlined by TSLAC and the Texas Library Association in the Texas Public Library Standards. Purposes of the standards are to promote quality library service and to create qualitative and quantitative benchmarks in the following areas: Administration, Collection, Facility, Finance, Marketing/Public Relations/Advocacy, Personnel, Service/Accessibility/Information Services, and Technology.*

*The Marshall Public Library is dedicated to initiating and providing quality library service and free access to information to citizens of the City of Marshall and other citizens of Harrison County and providing an environment which increases the literacy and education level of citizens in order to raise the quality of life and standard of living.*

**General Fund  
Library**

Fund: 1 GENERAL FUND		LIBRARY		LIBRARY		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0101-09-00	SALARIES-OFFICIAL & ADMIN	59,005	59,006	28,368	59,006	59,595
01-0102-09-00	SALARIES-PROFESSIONAL	81,488	81,488	39,177	81,488	83,069
01-0105-09-00	SALARIES-PARAPROFESSIONAL	100,566	103,669	30,900	82,279	84,747
01-0106-09-00	SALARIES-OFFICE & CLERICAL	25,850	25,850	12,428	25,850	26,626
01-0110-09-00	SALARIES-PART/TIME & HOURLY	3,567	4,800	1,683	4,800	3,600
01-0111-09-00	SALARIES-LONGEVITY	2,208	2,160	0	2,448	2,448
01-0122-09-00	TMRS	54,627	55,251	22,418	50,766	45,783
01-0133-09-00	FICA-SALARY RESERVE	20,834	21,188	8,598	19,574	19,897
01-0134-09-00	WORKER'S COMPENSATION	420	439	200	371	401
	<i>Personnel Services-----Subtotal</i>	348,565	353,851	143,772	326,582	326,166
01-0201-09-00	OFFICE SUPPLIES	10,177	11,000	4,428	11,000	10,000
01-0212-09-00	ELECTRICAL SUPPLIES	113	100	308	100	50
	<i>Supplies-----Subtotal</i>	10,290	11,100	4,736	11,100	10,050
01-0322-09-00	SERVICE AGREEMENT-OTHER	144	2,200	0	2,000	1,000
01-0323-09-00	SERVICE AGREEMENTS-TECHNICAL	14,811	17,000	1,957	18,000	13,500
01-0326-09-00	PROPERTY INSURANCE	2,077	2,000	1,019	2,000	2,000
01-0337-09-00	ELECTRIC SERVICE	16,802	19,000	6,752	18,000	17,000
01-0338-09-00	GAS SERVICE	1,618	9,000	1,050	7,000	4,000
01-0342-09-00	REPAIR & MAINTENANCE EQUIPMENT	386	500	224	500	400
01-0345-09-00	CONFERENCE & TRAINING	82	600	0	200	100
01-0346-09-00	DUES & SUBSCRIPTION	12,964	13,000	11,881	22,000	31,000
01-0347-09-00	MISCELLANEOUS	14	50	87	50	50
01-0360-09-00	JANITORIAL CONTRACT	12,060	15,550	6,030	12,100	12,100
01-0364-09-00	REPAIR & MAINTENANCE GROUNDS	1,950	1,800	715	1,800	1,800
	<i>Charges for service----Subtotal</i>	62,908	80,700	29,715	83,650	82,950
01-0414-09-00	IMPROVEMENTS BOOKS-PUBLICATION	46,686	50,000	21,241	50,000	52,500
	<i>Capital outlay-----Subtotal</i>	46,686	50,000	21,241	50,000	52,500
Program Number:	LIBRARY	468,449	495,651	199,464	471,332	471,666
Department Number:	9 LIBRARY	468,449	495,651	199,464	471,332	471,666

# NONDEPARTMENTAL

*Nondepartmental covers the cost of services, supplies and capital outlay that benefit all divisions within the General Fund.*

**General Fund  
Nondepartmental**

Fund: 1 GENERAL FUND		NONDEPARTMENTAL		NONDEPARTMENTAL		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0112-12-00	EDUCATIONAL & INCENTIVE	7,633	3,000	3,267	3,000	5,000
01-0122-12-00	TMRS FOR DRAG-UP	22,319	5,885	16,875	5,885	5,885
01-0123-12-00	LIFE INSURANCE	2,820	4,094	1,336	4,094	4,094
01-0124-12-00	HEALTH INSURANCE	945,841	942,300	447,068	937,700	862,700
01-0125-12-00	DENTAL INSURANCE	49,611	51,000	54,392	53,150	53,150
01-0127-12-00	SICK LEAVE-ACCRUED PAYMENTS	88,823	30,100	102,922	30,100	30,100
01-0128-12-00	VACATION-ACCRUED PAYMENTS	59,258	15,100	62,345	15,100	15,100
01-0132-12-00	FIREMEN R&R FOR DRAG-UP	0	2,500	172	2,500	2,500
01-0133-12-00	FICA FOR DRAG-UP	5,506	5,000	4,259	5,000	5,000
01-0134-12-00	WORKMEN'S COMPENSATION	0	2,000	0	2,000	2,000
	<i>Personnel Services-----Subtotal</i>	1,181,811	1,060,979	692,636	1,058,529	985,529
	<i>Supplies-----Subtotal</i>	0	0	0	0	0
01-0301-12-00	AUDIT SERVICES	32,950	34,000	0	34,000	34,000
01-0302-12-00	HEALTH INSURANCE SERVICES	14,175	16,875	3,600	16,800	20,825
01-0303-12-00	BRIDGE OF COMPASSION	2,000	2,000	2,000	2,000	2,000
01-0305-12-00	PROFESSIONAL SERVICES	51,726	0	10,234	0	0
01-0307-12-00	TELEPHONE - INTERNET	37,732	35,500	19,628	35,500	35,500
01-0308-12-00	TELEPHONE - LAND	133,413	75,000	73,474	75,000	75,000
01-0309-12-00	TELEPHONE - WIRING	15,388	13,000	4,289	13,000	13,000
01-0310-12-00	POSTAGE & FREIGHT	12,894	19,000	6,828	19,000	19,000
01-0312-12-00	GENERAL ADVERTISING	6,735	8,000	5,421	8,000	8,000
01-0314-12-00	MEDIAN MAINTENANCE	6,740	3,000	3,545	3,000	6,000
01-0315-12-00	AMERICAN RED CROSS	2,000	2,000	0	2,000	2,000
01-0316-12-00	MARSHALL/HARRISON HEALTH DIST	53,940	53,940	26,970	53,940	53,940
01-0317-12-00	STAR BOOT CAMP	36,982	36,982	27,736	36,982	36,982
01-0318-12-00	MY FRIENDS HOUSE	2,000	2,000	2,000	2,000	2,000
01-0319-12-00	ARC OF HARRISON COUNTY	2,000	2,000	2,000	2,000	2,000
01-0320-12-00	ETCADA	2,000	2,000	2,000	2,000	2,000
01-0321-12-00	THE CRISIS CENTER	2,000	2,000	0	2,000	0
01-0322-12-00	WOMEN'S CENTER OF EAST TEXAS	2,000	2,000	2,000	2,000	2,000
01-0323-12-00	SERVICE AGREEMENTS-TECHNICAL	3,367	0	4,837	0	2,625
01-0324-12-00	PRINTING & REPRODUCTION	1,388	700	595	700	700
01-0326-12-00	PROPERTY INSURANCE	64,065	35,500	29,750	65,500	65,500
01-0331-12-00	UNEMPLOYMENT INSURANCE	15,212	29,069	43,594	27,616	28,381
01-0332-12-00	LIABILITY INSURANCE	78,072	75,000	19,892	60,000	60,000
01-0339-12-00	CEMETERY GROUNDS MAINTENANCE	12,500	15,000	11,600	15,000	15,000
01-0343-12-00	DUES/ETCOG	3,590	3,590	3,528	3,590	3,590
01-0344-12-00	RENTALS	1,824	2,000	912	2,000	2,000
01-0346-12-00	SUB/NEWSPAPERS - BNA	66	200	0	200	200

**General Fund  
Nondepartmental**

**Fund: 1 GENERAL FUND**

**NONDEPARTMENTAL**

**NONDEPARTMENTAL**

		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0347-12-00	MISCELLANEOUS	52,933	15,000	22,212	15,000	30,000
01-0348-12-00	I-69 ALLIANCE DUES	5,000	5,000	0	5,000	5,000
01-0349-12-00	DUES/TML & NLC	3,380	3,400	0	3,400	3,400
01-0350-12-00	LOT CLEARING EXPENSE	7,350	10,000	3,100	10,000	10,000
01-0351-12-00	ETCOG TRANSIT	65,000	65,000	65,000	65,000	65,000
01-0373-12-00	PROMOTION-BOOGIE WOOGIE	64,939	0	0	0	0
01-0385-12-00	STOLEN PROPERTY REPLACEMENT	2,935	0	0	0	0
	<i>Charges for service----Subtotal</i>	798,296	568,756	396,745	582,228	605,643
01-0401-12-00	LAND	54,338	0	0	0	0
01-0420-12-00	IMPROVEMENTS-DATA PROCESSING	46,049	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	100,387	0	0	0	0
Program Number:	NONDEPARTMENTAL	2,080,494	1,629,735	1,089,381	1,640,757	1,591,172
Department Number:	12 NONDEPARTMENTAL	2,080,494	1,629,735	1,089,381	1,640,757	1,591,172

# APPRAISAL DISTRICT

*The Appraisal District budget covers the fees paid by the City to the Harrison Central Appraisal District for activities associated with the assessment of properties within the City limits and the billing and collection of property taxes.*

**General Fund  
Appraisal District**

Fund: 1 GENERAL FUND	APPRAISAL DISTRICT	APPRAISAL DISTRICT				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<i>Personnel Services-----Subtotal</i>	0	0	0	0	0
	<i>Supplies-----Subtotal</i>	0	0	0	0	0
01-0306-13-00	APPRAISAL DISTRICT CHARGES	60,816	65,000	52,640	70,500	91,800
	<i>Charges for service----Subtotal</i>	60,816	65,000	52,640	70,500	91,800
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number:	APPRAISAL DISTRICT	60,816	65,000	52,640	70,500	91,800
Department Number: 13	APPRAISAL DISTRICT	60,816	65,000	52,640	70,500	91,800

# PARKS & RECREATION DEPARTMENT

*The mission of the Parks & Recreation Department is to maintain city parks in excellent condition under guidance from the City's adopted Outdoor Parks and Recreation Plan.*

*The Parks and Recreation Department is made up of five divisions: Administration, Parks, Recreation/Community Centers, Municipal Golf Course and Wrecker Management for the Police Department, and Arena.*

*Administration funds the overall management of the Department. Special projects are undertaken by Administration throughout the year.*

*The Parks division maintains City parks, provides support services for organizations holding events at the parks, and mows City property and rights-of-way. Parks division maintains the city's community park, five neighborhood parks, a nature park, and a ball field sports complex.*

*The Recreation division operates the City's public swimming pool, the City's neighborhood parks summer recreation program, and includes the management, operation and maintenance of the Lions Community Center and Smith Community Center that host meetings and other events.*

*The Municipal Golf Course division operates Oaklawn Golf Course.*

*Wrecker Management consist of inspection and licensing of non-consensual towing and enforcement of all City ordinances dealing with the eight towing companies the Police Department utilizes.*

*City Arena includes the management, operation and maintenance of the City Arena that hosts livestock, equine and other outdoor events. It also includes the City fishing pond and RV campsites.*

*The Parks & Recreation Director oversees the maintenance and operation of city-owned buildings.*

**General Fund**  
**Parks & Recreation-Administration**

Fund: 1 GENERAL FUND		PARKS AND RECREATION		ADMINISTRATION		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0101-14-01	SALARIES-OFFICIALS & ADMIN	84,702	82,758	40,722	84,702	85,549
01-0106-14-01	SALARIES-OFFICE & CLERICAL	6,937	6,937	3,335	6,937	21,436
01-0109-14-01	SALARIES-OVERTIME	0	1,000	0	1,000	1,000
01-0111-14-01	SALARIES-LONGEVITY	1,184	744	0	804	1,152
01-0122-14-01	TMRS	20,060	19,780	9,515	20,107	20,552
01-0133-14-01	FICA	7,534	7,454	3,587	7,608	8,808
01-0134-14-01	WORKER'S COMPENSATION	160	167	84	156	190
	<i>Personnel Services-----Subtotal</i>	120,577	118,840	57,243	121,314	138,687
01-0201-14-01	OFFICE SUPPLIES	1,078	680	162	680	780
01-0218-14-01	SMALL TOOLS & MINOR EQUIPMENT	31	85	24	85	85
	<i>Supplies-----Subtotal</i>	1,109	765	186	765	865
01-0304-14-01	TELEPHONE - CELLULAR	915	800	422	800	800
01-0308-14-01	TELEPHONE-LAND	0	100	0	100	0
01-0311-14-01	TRANSPORTATION	6,000	6,000	3,000	6,000	6,000
01-0324-14-01	PRINTING & REPRODUCTION	900	900	900	900	900
01-0342-14-01	REPAIR & MAINTENANCE EQUIPMENT	810	400	159	400	750
01-0346-14-01	DUES & SUBSCRIPTION	132	500	132	500	150
01-0347-14-01	MISCELLANEOUS	28	100	0	100	100
	<i>Charges for service----Subtotal</i>	8,785	8,800	4,613	8,800	8,700
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 1	ADMINISTRATION	130,471	128,405	62,042	130,879	148,252

**General Fund  
Parks & Recreation-Parks**

Fund: 1 GENERAL FUND		PARKS AND RECREATION		PARKS		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0103-14-04	SALARIES-TECHNICIAN	33,084	33,084	15,906	33,084	34,077
01-0106-14-04	SALARIES-OFFICE & CLERICAL	6,937	6,937	3,335	6,937	7,145
01-0107-14-04	SALARIES-SKILLED CRAFT	29,239	29,238	14,057	29,239	30,116
01-0108-14-04	SALARIES-SERVICE MAINTENANCE	78,126	98,260	35,430	72,731	75,905
01-0109-14-04	SALARIES OVERTIME	19,883	4,000	8,436	10,000	10,000
01-0110-14-04	SALARIES-PART/TIME & HOURLY	21,537	14,000	6,713	14,000	14,000
01-0111-14-04	SALARIES-LONGEVITY	2,128	2,088	0	1,860	2,112
01-0122-14-04	TMRS	34,784	35,242	15,603	31,109	28,445
01-0133-14-04	FICA	14,148	14,352	6,188	12,841	13,262
01-0134-14-04	WORKER'S COMPENSATION	2,614	2,722	1,200	2,223	2,442
	<i>Personnel Services-----Subtotal</i>	242,480	239,923	106,868	214,024	217,504
01-0201-14-04	OFFICE SUPPLIES	275	350	135	350	350
01-0202-14-04	AGRICULTURE	2,394	2,500	1,054	2,500	2,500
01-0203-14-04	MEDICAL & CHEMICAL	1,563	2,500	68	2,500	2,500
01-0205-14-04	FUEL, OIL & LUBE	16,761	16,800	9,783	18,150	19,550
01-0206-14-04	CLOTHING	1,162	1,400	642	1,400	1,400
01-0211-14-04	GARBAGE BAGS	7,672	2,000	2,712	4,000	6,500
01-0212-14-04	ELECTRICAL SUPPLIES	42	7,000	101	500	500
01-0213-14-04	MOTOR VEHICLE	11,885	12,000	4,164	12,000	12,000
01-0214-14-04	PLUMBING SUPPLIES	50	500	18	500	500
01-0215-14-04	BUILDING SUPPLIES	98	500	0	500	500
01-0217-14-04	OTHER SUPPLIES	6,116	5,000	2,980	5,000	5,000
01-0218-14-04	SMALL TOOLS & MINOR EQUIPMENT	7,823	6,000	1,565	6,000	6,000
01-0219-14-04	REPAIR & MAINTENANCE SUPPLIES	1,626	4,500	953	4,500	4,500
	<i>Supplies-----Subtotal</i>	57,467	61,050	24,175	57,900	61,800
01-0304-14-04	TELEPHONE - CELLULAR	1,876	1,500	702	1,500	1,500
01-0323-14-04	SERVICE AGREEMENT-TECHNICAL	2,520	2,500	1,260	2,500	2,500
01-0337-14-04	ELECTRICAL SERVICE	23,057	20,000	9,132	20,000	20,000
01-0340-14-04	REPAIR & MAINTENANCE BUILDINGS	883	4,400	678	4,400	4,400
01-0341-14-04	REPAIR & MAINTENANCE-LIGHTS	10,477	10,000	3,213	10,000	10,000
01-0342-14-04	REPAIR & MAINTENANCE EQUIPMENT	6,716	15,000	2,812	15,000	12,000
01-0343-14-04	REPAIR & MAINTENANCE PARKS	37,425	40,000	25,124	45,000	45,000
01-0344-14-04	RENTALS	4,976	3,500	1,800	3,500	3,500
01-0345-14-04	CONFERENCE & TRAINING	0	0	0	0	0
01-0347-14-04	MISCELLANEOUS	580	200	124	200	200
01-0360-14-04	JANITORIAL - COMMUNITY CENTERS	3,535	9,930	1,768	9,930	5,000
01-0363-14-04	REPAIR & MAINT-FLOOD DAMAGE	0	0	0	0	0
01-0364-14-04	REPAIR & MAINT GROUNDS-CITY PARK	23,020	16,000	10,600	16,000	20,400
01-0365-14-04	REP & MAINT GROUNDS-TELEGRAPH PARK	0	0	0	0	7,000
	<i>Charges for service----Subtotal</i>	115,065	123,030	57,213	128,030	131,500

**General Fund  
Parks & Recreation-Parks**

Fund: 1 GENERAL FUND	PARKS AND RECREATION	PARKS				
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0424-14-04	EQUIPMENT (DONATIONS)	0	0	0	0	0
01-0425-14-04	CARS AND TRUCKS	0	0	27,572	29,500	29,500
	<i>Capital outlay-----Subtotal</i>	0	0	27,572	29,500	29,500
Program Number: 4 PARKS		415,012	424,003	215,828	429,454	440,304

**General Fund**  
**Parks & Recreation-Recreation/Community Centers**

**Fund: 1 GENERAL FUND PARKS AND RECREATION RECREATION/COMMUNITY CENTERS**

		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0109-14-05	SALARIES OVERTIME	1,112	1,000	90	1,000	1,000
01-0110-14-05	SALARIES-PART/TIME & HOURLY	30,317	30,850	5,774	30,850	30,850
01-0133-14-05	FICA	2,404	2,437	449	2,437	2,437
01-0134-14-05	WORKER'S COMPENSATION	423	478	236	438	466
	<i>Personnel Services-----Subtotal</i>	34,256	34,765	6,549	34,725	34,753
01-0201-14-05	OFFICE SUPPLIES	93	100	20	100	100
01-0203-14-05	MEDICAL & CHEMICAL	13,774	15,000	4,277	13,000	13,000
01-0217-14-05	OTHER SUPPLIES	276	500	54	500	500
01-0218-14-05	SMALL TOOLS & MINOR EQUIPMENT	1,350	1,000	354	1,000	1,000
01-0219-14-05	REPAIR & MAINTENANCE SUPPLIES	76	1,500	45	1,500	1,500
	<i>Supplies-----Subtotal</i>	15,569	18,100	4,750	16,100	16,100
01-0337-14-05	ELECTRICAL SERVICE	17,887	15,000	6,641	15,000	15,600
01-0338-14-05	GAS SERVICE	103	150	105	150	150
01-0342-14-05	REPAIR & MAINTENANCE EQUIPMENT	5,359	5,000	2,169	5,000	5,000
01-0343-14-05	REPAIR & MAINTENANCE - POOL	85	0	0	0	0
01-0344-14-05	RENTAL	0	200	0	200	0
01-0345-14-05	CONFERENCE & TRAINING	0	500	0	500	500
01-0346-14-05	DUES & SUBSCRIPTION	0	300	0	300	0
01-0347-14-05	MISCELLANEOUS	500	300	216	300	300
01-0371-14-05	RED CROSS SWIM LESSON FEES	0	100	270	100	0
	<i>Charges for service----Subtotal</i>	23,934	21,550	9,401	21,550	21,550
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 5	RECREATION/COMMUNITY CENTERS	73,759	74,415	20,700	72,375	72,403

**General Fund**  
**Parks & Recreation-Golf Course**

Fund: 1 GENERAL FUND		PARKS AND RECREATION		GOLF COURSE		
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0101-14-06	SALARIES OFFICIALS & ADMIN	44,608	44,608	21,446	44,608	45,054
01-0106-14-06	SALARIES-OFFICE & CLERICAL	13,875	13,875	6,671	13,875	0
01-0107-14-06	SALARIES-SKILLED CRAFT	0	31,154	0	0	0
01-0109-14-06	SALARIES-OVERTIME	3,336	9,000	635	9,000	9,000
01-0110-14-06	SALARIES-PART/TIME & HOURLY	42,122	25,000	19,770	25,000	48,000
01-0111-14-06	SALARIES-LONGEVITY	576	912	0	888	672
01-0122-14-06	TMRS	12,822	20,208	5,813	13,824	9,769
01-0133-14-06	FICA	7,511	9,528	3,466	7,143	7,858
01-0134-14-06	WORKER'S COMPENSATION	1,800	1,863	662	1,226	1,668
	<i>Personnel Services-----Subtotal</i>	126,650	156,148	58,463	115,564	122,021
01-0201-14-06	OFFICE SUPPLIES	159	425	97	425	425
01-0202-14-06	AGRICULTURAL	4,239	7,000	1,075	7,000	7,550
01-0203-14-06	MEDICAL & CHEMICAL	1,417	2,700	403	2,700	2,700
01-0205-14-06	FUEL, OIL & LUBE	9,411	6,480	1,755	7,000	7,000
01-0206-14-06	CLOTHING	196	300	84	300	300
01-0208-14-06	FOOD SUPPLIES	3,141	5,800	1,536	5,800	5,800
01-0209-14-06	PRO SHOP	1,312	1,500	542	1,500	1,500
01-0210-14-06	DRIVING RANGE	37	1,200	0	1,200	1,200
01-0212-14-06	ELECTRICAL SUPPLIES	27	150	40	150	150
01-0213-14-06	MOTOR VEHICLE SUPPLIES	7,469	5,500	2,507	5,500	5,500
01-0217-14-06	OTHER SUPPLIES	525	1,000	155	1,000	1,000
01-0218-14-06	SMALL TOOLS & MINOR EQUIPMENT	321	500	450	500	500
01-0219-14-06	REPAIR & MAINTENANCE SUPPLIES	1,105	2,550	369	2,550	2,550
	<i>Supplies-----Subtotal</i>	29,359	35,105	9,013	35,625	36,175
01-0304-14-06	TELEPHONE - CELLULAR	0	400	0	400	400
01-0322-14-06	SERVICE AGREEMENT-OTHER	288	300	144	300	300
01-0337-14-06	ELECTRICAL SERVICE	9,633	13,000	3,930	13,000	13,000
01-0340-14-06	REPAIR & MAINTENANCE BUILDINGS	824	1,000	122	1,000	1,000
01-0342-14-06	REPAIR & MAINTENANCE EQUIPMENT	4,945	4,500	775	4,500	4,500
01-0344-14-06	RENTALS	4,536	4,500	2,462	4,500	4,500
01-0345-14-06	CONFERENCE & TRAINING	90	0	0	0	0
01-0346-14-06	DUES & SUBSCRIPTIONS	984	700	357	700	700
01-0347-14-06	MISCELLANEOUS	484	200	0	200	200
	<i>Charges for service----Subtotal</i>	21,784	24,600	7,790	24,600	24,600
01-0460-14-06	LEASE PURCHASE PAYMENTS	15,111	15,200	15,111	15,200	15,200
	<i>Capital outlay-----Subtotal</i>	15,111	15,200	15,111	15,200	15,200
Program Number: 6	GOLF COURSE	192,904	231,053	90,377	190,989	197,996

**General Fund**  
**Parks and Recreation-Multi-Purpose Arena**

Fund: 1 GENERAL FUND		PARKS AND RECREATION		MULTI-PURPOSE ARENA		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0102-14-10	SALARIES-PROFESSIONAL	44,562	44,607	21,446	44,607	45,054
01-0108-14-10	SALARIES-SERVICE MAINTENANCE	40,176	49,130	23,157	48,167	25,302
01-0109-14-10	SALARIES-OVERTIME	0	2,000	0	2,000	2,000
01-0110-14-10	SALARIES-PART/TIME & HOURLY	0	0	0	0	12,000
01-0111-14-10	SALARIES-LONGEVITY	96	144	0	240	288
01-0122-14-10	TMRS	16,878	19,464	9,019	19,212	12,967
01-0133-14-10	FICA-SALARY RESERVE	6,464	7,335	3,399	7,269	6,475
01-0134-14-10	WORKER'S COMPENSATION	1,403	1,439	706	1,307	1,239
	<i>Personnel Services-----Subtotal</i>	109,579	124,119	57,727	122,802	105,325
01-0201-14-10	OFFICE SUPPLIES	0	150	0	150	150
01-0202-14-10	AGRICULTURAL	7,004	6,500	6,318	6,500	7,000
01-0203-14-10	MEDICAL & CHEMICAL	552	800	0	1,800	1,800
01-0205-14-10	FUEL, OIL & LUBE	5,449	2,600	1,677	2,810	3,035
01-0212-14-10	ELECTRICAL SUPPLIES	0	800	103	800	800
01-0213-14-10	MOTOR VEHICLE-POOL VEHICLES	448	0	172	0	500
01-0215-14-10	BUILDING SUPPLIES	0	100	0	100	0
01-0217-14-10	OTHER SUPPLIES	0	500	0	500	0
01-0218-14-10	SMALL TOOLS & MINOR EQUIPMENT	301	1,750	159	1,750	1,750
01-0219-14-10	REPAIR & MAINTENANCE SUPPLIES	821	1,000	169	1,000	1,000
	<i>Supplies-----Subtotal</i>	14,575	14,200	8,598	15,410	16,035
01-0304-14-10	TELEPHONE - CELLULAR	1,264	840	458	840	1,275
01-0312-14-10	GENERAL ADVERTISING	333	200	0	200	200
01-0322-14-10	SERVICE AGREEMENT-OTHER	288	400	144	400	400
01-0326-14-10	TEXAS MULTIPLE PERIL INSURANCE	2,184	2,000	1,052	2,000	2,000
01-0337-14-10	ELECTRIC SERVICE	21,999	22,200	10,102	22,200	22,200
01-0338-14-10	GAS SERVICE	340	1,200	180	1,200	1,200
01-0340-14-10	REPAIR & MAINTENANCE BUILDINGS	20,222	0	0	0	0
01-0342-14-10	REPAIR & MAINTENANCE EQUIPMENT	1,325	2,000	100	2,000	2,000
01-0344-14-10	RENTALS	19	300	0	300	300
01-0346-14-10	DUES & SUBSCRIPTION	466	200	301	200	365
01-0347-14-10	MISCELLANEOUS	187	25	0	25	25
01-0360-14-10	JANITORIAL CONTRACT	6,552	9,000	3,276	9,000	8,000
	<i>Charges for service----Subtotal</i>	55,179	38,365	15,613	38,365	37,965
01-0440-14-10	OTHER MACHINERY & EQUIPMENT	17,949	0	766	0	0
	<i>Capital outlay-----Subtotal</i>	17,949	0	766	0	0
Program Number: 10	MULTI-PURPOSE ARENA	197,282	176,684	82,704	176,577	159,325
Department Number: 14	PARKS AND RECREATION	1,009,428	1,034,560	471,651	1,000,274	1,018,280

# PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

*Duties and responsibilities involving zoning, special use permits, subdivision plat review, and site plan review have been delegated to Engineering. Administration of the Community Development Block Grant program has been delegated to Administration.*

**General Fund  
Planning**

Fund: 1 GENERAL FUND		PLANNING		PLANNING		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
01-0101-15-00	SALARIES-OFFICIAL & ADMIN	22,069	22,069	0	0	0
01-0102-15-00	SALARIES-PROFESSIONAL	0	0	0	0	0
01-0106-15-00	SALARIES-OFFICE & CLERICAL	8,972	9,148	0	0	0
01-0108-15-00	SALARIES-SERVICE MAINTENANCE	0	0	0	0	0
01-0110-15-00	SALARIES-PART/TIME & HOURLY	0	0	0	0	0
01-0111-15-00	SALARIES-LONGEVITY	528	250	0	0	0
01-0122-15-00	TMRS	6,408	6,388	0	0	0
01-0133-15-00	FICA	2,275	2,407	0	0	0
01-0134-15-00	WORKER'S COMPENSATION	457	95	0	0	0
	<i>Personnel Services-----Subtotal</i>	40,709	40,357	0	0	0
01-0201-15-00	OFFICE SUPPLIES	632	1,300	0	0	0
01-0205-15-00	FUEL, OIL & LUBE	2,928	3,970	0	0	0
01-0213-15-00	MOTOR VEHICLE	1,757	0	0	0	0
	<i>Supplies-----Subtotal</i>	5,317	5,270	0	0	0
01-0304-15-00	TELEPHONE - CELLULAR	900	700	0	0	0
01-0305-15-00	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
01-0311-15-00	TRANSPORTATION	0	0	0	0	0
01-0312-15-00	GENERAL ADVERTISING	1,684	5,000	0	0	0
01-0324-15-00	PRINTING & REPRODUCTION	46	700	0	0	0
01-0342-15-00	REPAIR & MAINTENANCE EQUIPMENT	653	628	0	0	0
01-0345-15-00	CONFERENCE & TRAINING	2,554	2,900	0	0	0
01-0346-15-00	DUES & SUBSCRIPTIONS	0	250	0	0	0
01-0347-15-00	MISCELLANEOUS	182	300	0	0	0
	<i>Charges for service----Subtotal</i>	6,019	10,478	0	0	0
01-0420-15-00	DATA PROCESSING IMPROVEMENTS	0	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: PLANNING		52,045	56,105	0	0	0
Department Number: 15 PLANNING		52,045	56,105	0	0	0

**Note: Planning & Community Development Department duties and responsibilities have been allocated to Water Utilities Engineering Department and General Fund Administration.**

# INTERFUND TRANSFERS

*Interfund Transfers accounts for the allocation of funds due to other internal funds. These are primarily the annual allocation for debt service payments for bonds provided by the General Fund.*

**General Fund  
Interfund Transfers**

Fund: 01 GENERAL FUND	INTERFUND TRANSFERS	INTERFUND TRANSFERS				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
01-0522-22-00	INTERFUND TRNF-EQUIP REPLACE	131,579	0	0	0	0
	<i>Miscellaneous-----Subtotal</i>	131,579	0	0	0	0
Program Number:	INTERFUND TRANSFERS	131,579	0	0	0	0
Department Number: 22	INTERFUND TRANSFERS	131,579	0	0	0	0
Fund Number: 1	GENERAL FUND	18,657,672	17,651,771	8,303,341	17,627,839	17,749,400

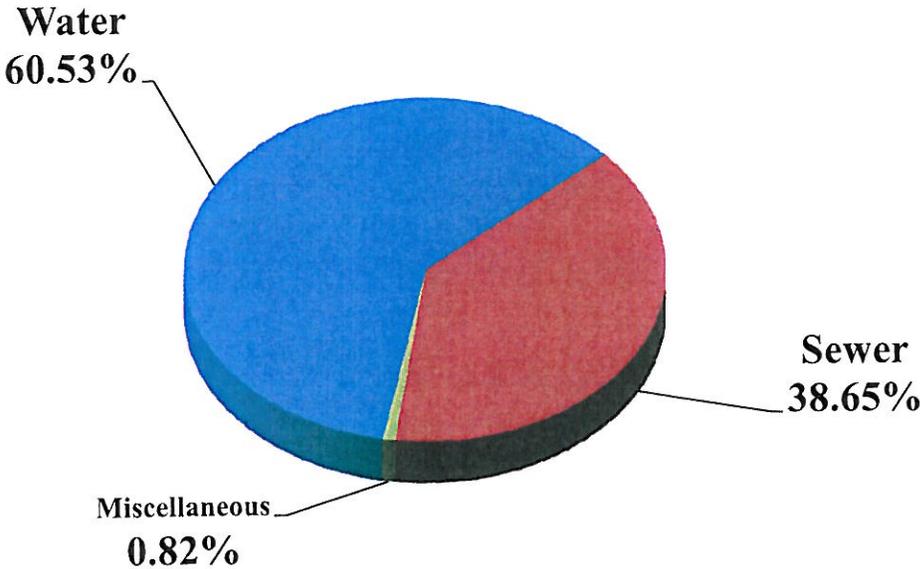
# WATER & SEWER ENTERPRISE FUND

*The Water and Sewer Enterprise Fund supports the operation of the Marshall Water Utilities Department that operates the water utility services. The fund is supported through user fees paid by the City's water and sewer customers and other miscellaneous related fees.*

*This section of the budget includes the following:*

- *Water and Sewer Enterprise Fund estimated revenues*
- *Water and Sewer Enterprise Fund estimated expenses*
- *Water and Sewer Enterprise Fund detailed line-item budget*

**2013 BUDGET**  
**ESTIMATED REVENUES**  
**WATER AND SEWER ENTERPRISE**  
**FUND**

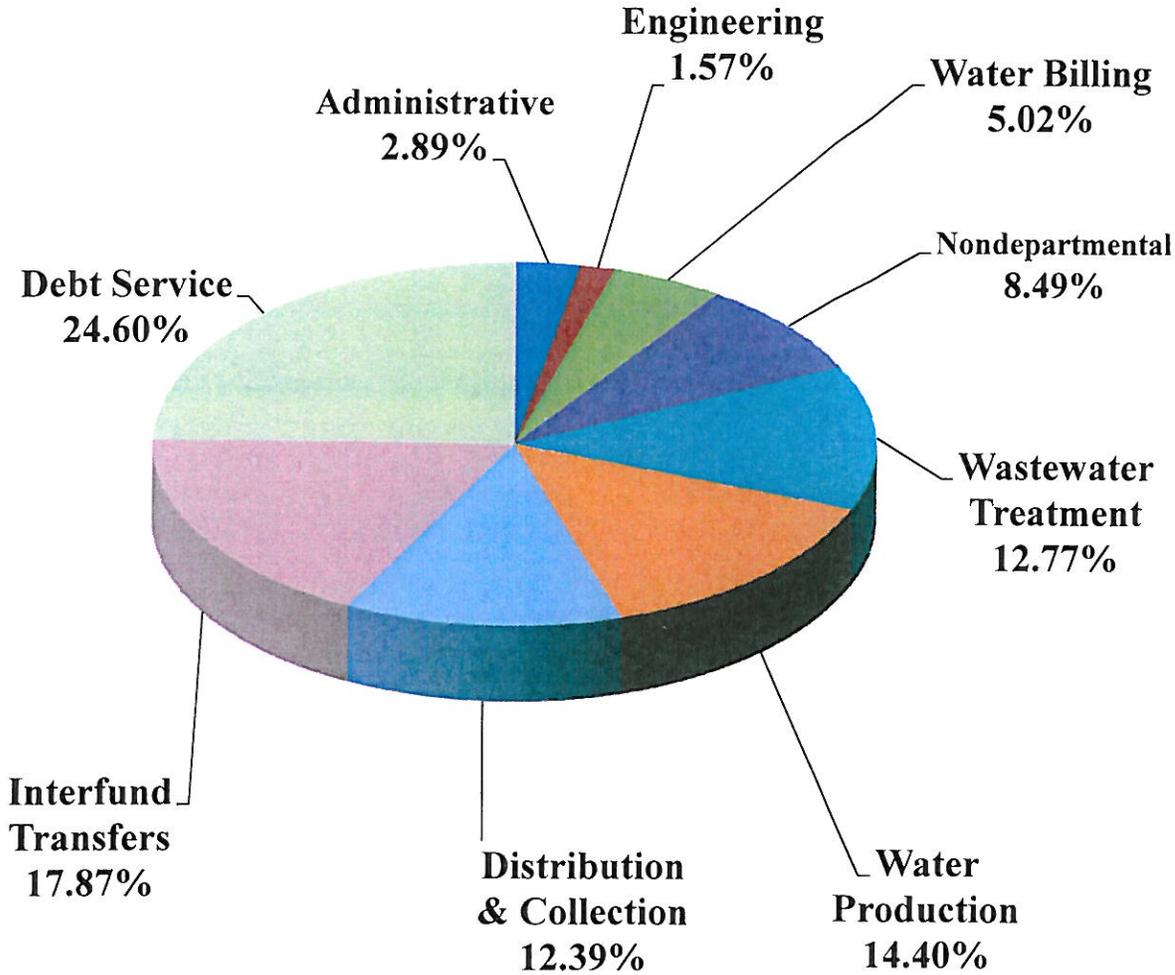


**Water & Sewer Enterprise Fund**  
**Estimated Revenues**

WATER AND SEWER ENTERPRISE FUND  
ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>2011</u>	<u>BUDGET</u> <u>2011</u>	<u>ACTUAL</u> <u>6/30/2012</u>	<u>BUDGET</u> <u>2012</u>	<u>BUDGET</u> <u>2013</u>
<u>PERMITS &amp; FEES</u>						
4135	Discharge Permit	\$1,000	\$1,000	\$1,600	\$1,000	\$1,000
4435	Pollution Control Fees	20,318	12,000	8,928	12,000	12,000
	Subtotal	<u>\$21,318</u>	<u>\$13,000</u>	<u>\$10,528</u>	<u>\$13,000</u>	<u>\$13,000</u>
<u>INTERGOVERNMENTAL REVENUE</u>						
4200	Federal Grant	\$260,000	\$0	\$0	\$0	\$0
	Subtotal	<u>\$260,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>WATER &amp; SEWER CHARGES</u>						
4300	Water Service	\$6,473,431	\$5,489,350	\$2,708,354	\$5,662,750	\$5,980,000
4305	Sewer Service	3,858,118	3,706,700	1,948,260	3,851,650	3,880,000
4308	Recovered Fees	14,262	9,000	7,578	9,000	9,000
4002	Penalty & Interest - W/S	350	0	100	0	0
4310	Water Connections	86,492	30,000	22,310	30,000	40,000
4315	Sewer Connections	20,550	15,000	9,850	15,000	17,000
4320	Billing Service Fees	85,248	75,000	39,291	75,000	75,000
4325	Waste Hauler Fees	60,312	65,000	25,016	65,000	60,000
	Subtotal	<u>\$10,598,763</u>	<u>\$9,390,050</u>	<u>\$4,760,759</u>	<u>\$9,708,400</u>	<u>\$10,061,000</u>
<u>MISCELLANEOUS REVENUES</u>						
5100	Interest on Investments	\$2,641	\$5,000	\$1,564	\$3,000	\$3,000
5110	Interfund Trsf	88,293	0	0	0	0
5115	Sale of Assets	0	0	0	0	0
5120	I & S Fund Interest	751	0	665	0	0
5125	Miscellaneous Revenues	16,698	0	11,817	0	7,000
	Subtotal	<u>\$108,383</u>	<u>\$5,000</u>	<u>\$14,046</u>	<u>\$3,000</u>	<u>\$10,000</u>
	<b>GRAND TOTAL</b>	<u><u>\$10,988,464</u></u>	<u><u>\$9,408,050</u></u>	<u><u>\$4,785,333</u></u>	<u><u>\$9,724,400</u></u>	<u><u>\$10,084,000</u></u>

**2013 BUDGET  
ESTIMATED EXPENSES  
WATER AND SEWER ENTERPRISE  
FUND**



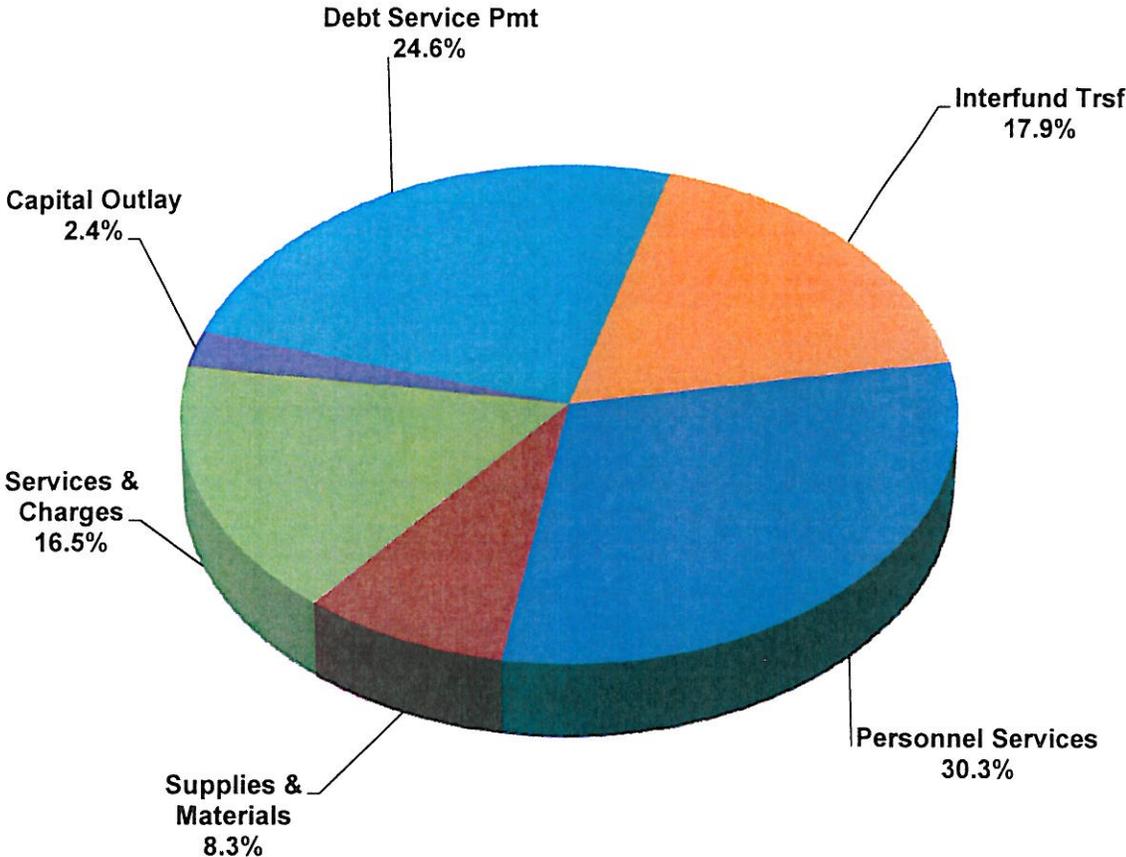
**Water and Sewer Enterprise Fund**  
**Estimated Expenses**

WATER AND SEWER ENTERPRISE FUND  
ESTIMATED EXPENSES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>2011</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>2011</u>	<u>ACTUAL</u> <u>6/30/2012</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>2012</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2013</u>
<u>WATER UTILITIES</u>						
40-20-01	Administrative	\$295,766	\$287,519	\$138,450	\$292,570	\$289,506
40-20-02	Water Production	1,557,317	1,301,569	570,461	1,435,519	1,452,429
40-20-03	Distribution & Collection	1,351,696	1,276,689	627,715	1,292,370	1,249,465
40-20-04	Wastewater Treatment	1,252,098	1,166,923	631,771	1,305,120	1,287,484
40-20-06	Water Billing & Collection	462,164	442,347	237,768	474,575	506,639
40-20-07	Engineering	168,078	191,256	70,039	189,765	158,096
	Subtotal	<u>\$5,087,119</u>	<u>\$4,666,303</u>	<u>\$2,276,204</u>	<u>\$4,989,919</u>	<u>\$4,943,619</u>
40-21	Non-Departmental	<u>\$994,077</u>	<u>\$883,441</u>	<u>\$363,783</u>	<u>\$890,263</u>	<u>\$856,933</u>
	Subtotal	<u>\$994,077</u>	<u>\$883,441</u>	<u>\$363,783</u>	<u>\$890,263</u>	<u>\$856,933</u>
<u>INTERFUND TRANSFERS</u>						
40-22	Debt Service	2,507,563	2,508,142	2,136,441	2,494,089	2,480,724
40-22	Transfer to General Fund	1,350,000	1,350,000	675,000	1,350,000	1,746,000
40-22	Transfer to Equipment Replacement Fund	0	0	0	0	56,000
	Subtotal	<u>\$3,857,563</u>	<u>\$3,858,142</u>	<u>\$2,811,441</u>	<u>\$3,844,089</u>	<u>\$4,282,724</u>
	<b>GRAND TOTAL</b>	<u><u>\$9,938,759</u></u>	<u><u>\$9,407,886</u></u>	<u><u>\$5,451,428</u></u>	<u><u>\$9,724,271</u></u>	<u><u>\$10,083,276</u></u>

**Water & Sewer Enterprise Fund**  
**Summary By Character & Object Classification**

**2013**  
**BUDGET**  
**ESTIMATED EXPENSES**  
**BY CHARACTER & OBJECT**  
**WATER & SEWER ENTERPRISE FUND**



**Water & Sewer Enterprise Fund**  
Estimated Expenditures

WATER & SEWER FUND

SUMMARY OF EXPENDITURES/EXPENSES  
BY CHARACTER AND OBJECT CLASSIFICATION

	<u>2013</u>
Personnel Services	\$3,060,560
Supplies & Materials	\$839,435
Services & Charges	\$1,660,557
Capital Outlay	\$240,000
Subtotal	\$5,800,552
Debt Service Payments	2,480,724
Interfund Transfers	1,802,000
Total	<u><u>\$10,083,276</u></u>

**Water & Sewer Enterprise Fund  
Revenue & Expense Summary**

<u>WATER AND SEWER ENTERPRISE FUND</u> <u>REVENUE AND EXPENSE SUMMARY</u>	2013 <u>PROPOSED BUDGET</u>
Estimated Revenues	<u>\$10,084,000</u>
FUNDS AVAILABLE FOR APPROPRIATION	<u>\$10,084,000</u>
 <u>ESTIMATED EXPENDITURES:</u>	
Administrative	\$289,506
Water Production	1,452,429
Distribution & Collection	1,249,465
Wastewater Treatment	1,287,484
Water Billing	506,639
Engineering	<u>158,096</u>
Subtotal	<u>\$4,943,619</u>
Nondepartmental	<u>\$856,933</u>
Subtotal	<u>\$856,933</u>
Debt Service	2,480,724
Transfer to General Fund	1,746,000
Transfer to Equipment Replacement Fund	<u>56,000</u>
Subtotal	<u>\$4,282,724</u>
EXPENDITURES TOTAL	<u>\$10,083,276</u>
 EXCESS REVENUES OVER EXPENSES	 <u><u>\$724</u></u>

**Water Sewer Enterprise Fund**  
**Reserve Calculation**

WATER & SEWER ENTERPRISE FUND  
RESERVE CALCULATION  
2013

**NET UNCOMMITTED RESERVES:**

Reserves (Per 12/31/2011 Audit)		\$2,740,141
Add: Transfer Excess I & S Reserve		<u>488,128</u>
Sub-Total		3,228,269

Reserved for:

Sewer Wash Truck	\$105,932	
Equipment Replacement Fund	600,000	
1/2 Ton Truck	<u>19,500</u>	<u>725,432</u>

Net Uncommitted Reserves \$2,502,837

2012 BUDGET - (Recurring): \$9,724,271

**RESERVES TO BE MAINTAINED:** 2,431,068

(100% of amount necessary to fund 3 months operations based on  
2012 recurring budget)

**RESERVES OVER MINIMUM REQUIRED BY CITY COMMISSION POLICY\*** \$71,769

\* City Commission adopted policy requires an increasing amount of reserves to be maintained until 3-months operating reserves achieved. (Resolution No. R-02-02)

**Water & Sewer Enterprise Fund**  
**Debt Service Requirements**

WATER AND SEWER ENTERPRISE FUND  
DEBT SERVICE REQUIREMENTS  
2013

<u>ISSUE DATE</u>	<u>MATURITY DATE</u>	<u>DESCRIPTION</u>	<u>DEBT OUTSTANDING 1/1/2013</u>	<u>PAYMENT REQUIREMENTS 2013</u>
2000	2013	Water & Sewer Revenue Bonds	\$275,000	\$282,047
2003	2013	Water & Sewer Revenue Bonds	\$340,000	\$346,375
2006	2022	Water & Sewer Revenue Bonds	\$8,915,000	\$1,005,669
2010	2017	Tax & Surplus Revenue Refunding Bonds, Series 2010	\$2,550,000	\$541,183
2012	2023	Water & Sewer Revenue Refunding Bonds, Series 2012	\$4,980,000	\$305,450
		TOTALS	<u>\$17,060,000</u>	<u>\$2,480,724</u>

# WATER UTILITIES DEPARTMENT

The mission of the Water Utilities Department is to provide the best quality water and wastewater treatment for the citizens of Marshall in a professional, effective, and efficient manner in all aspects of operation so that the public health, environment, and quality of life are enhanced.

**Water Production** is responsible for overall treatment of raw water piped from our pump station located on Big Cypress Bayou, northeast of Marshall; treatment process includes:

- Providing a safe and high quality drinking water product in accordance with TCEQ and EPA guidelines.
- Treat sufficient volume of water to exceed daily and monthly maximum flow demands by business and residential customers.

2013 Goals and Objectives of the Water Production Division are:

- Implement water-use reduction strategies and practices.
- Investigate long-term water supply alternatives.

**Water/Wastewater Distribution and Collection** division is responsible for efficient transfer of water and wastewater throughout the community, and performs inspection and evaluation of water and wastewater service complaints or backups.

2013 Goals and Objectives of the Distribution & Collection Division are:

- Construct water/wastewater extension projects to provide services to previously un-served or under-served areas.
- Continue in-house program to address inflow and infiltration of water into the wastewater distribution system.
- Perform additional looping of distribution water lines to improve equalized water pressure and volume.

**The Wastewater Treatment** Division is responsible for treatment of wastewater collected from within our community, and discharging the fully treated water product back into the Parker Creek watershed.

2013 Goals and Objectives of the Wastewater Treatment Division are:

- Maintain the pretreatment program at a high level to reduce possible contaminant levels of commercially discharged product.
- Maintain the wastewater treatment facilities in the highest efficiency level possible.

**The Water Billing** division is responsible for all actions and events related to the entire billing process including opening, transferring or cancelling accounts, water meter reading, water bill printing and billing collections for the water utility, wastewater utility and solid waste collection system.

2013 Goals and Objectives of the Water Billing Division are:

- Advertise and promote online billing, allowing customers 24/7 access to their accounts and online pay.
- Improve water billing web page and online access to account and services.
- Investigate updates to water meters and meter reading system.
- Provide effective communication with residents regarding refuse station passes and uses.
- Work with the Distribution Division to reduce water loss due to meter leaks.

**Engineering division** is responsible for assisting in all engineering related activities including:

- Distributing passes to residents for use at city refuse Transfer Station.
- Maintaining records of fire hydrant flow testing history and locations.
- Maintaining records of street name and 911 addressing system.
- Maintaining updated inventory of streets, water lines and wastewater lines.
- Providing construction coordination for subdivision and other retail or commercial development projects.
- Repairing and replacing city street signs.

2013 Goals and Objectives of the Engineering Division are:

- Expedite issuance of permits for water & sewer connections and for culvert and driveway permits.
- Protect and archive important and sensitive files, maps and records.

## Water & Sewer Enterprise Fund Water Utilities Department-Administration

Fund: 40 WATER & SEWER FUND WATER UTILITIES

ADMINISTRATION

		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
40-0101-20-01	SALARIES-OFFICIALS & ADMIN	177,981	177,981	85,568	177,981	179,761
40-0106-20-01	SALARIES-OFFICE & CLERICAL	26,824	26,824	12,896	26,824	27,629
40-0109-20-01	SALARIES-OVERTIME	5,583	0	2,191	4,000	4,000
40-0111-20-01	SALARIES-LONGEVITY	912	912	0	1,056	1,200
40-0122-20-01	TMRS	45,327	44,197	21,566	44,860	40,089
40-0133-20-01	FICA	16,563	16,655	7,896	16,972	17,181
40-0134-20-01	WORKER'S COMPENSATION	322	345	174	322	341
	<i>Personnel Services-----Subtotal</i>	273,512	266,914	130,291	272,015	270,201
40-0201-20-01	OFFICE SUPPLIES	1,736	850	969	1,200	1,500
40-0217-20-01	OTHER SUPPLIES	0	150	0	150	150
	<i>Supplies-----Subtotal</i>	1,736	1,000	969	1,350	1,650
40-0304-20-01	TELEPHONE - CELLULAR	1,787	2,000	809	1,650	1,800
40-0308-20-01	TELEPHONE SERVICE	0	130	0	130	130
40-0311-20-01	TRANSPORTATION	12,000	12,000	6,000	12,000	12,000
40-0324-20-01	PRINTING & REPRODUCTION	46	900	0	600	100
40-0342-20-01	REPAIR & MAINTENANCE EQUIPMENT	398	1,200	42	1,200	700
40-0344-20-01	RENTALS	0	0	300	0	0
40-0345-20-01	CONFERENCE & TRAINING	921	1,200	0	2,000	2,000
40-0346-20-01	DUES & SUBSCRIPTION	172	1,750	40	1,200	500
40-0347-20-01	MISCELLANEOUS	5,194	425	-1	425	425
	<i>Charges for service-----Subtotal</i>	20,518	19,605	7,190	19,205	17,655
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 1	ADMINISTRATION	295,766	287,519	138,450	292,570	289,506

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Water Production**

Fund: 40 WATER & SEWER FUND		WATER UTILITIES		WATER PRODUCTION		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
40-0101-20-02	SALARIES OFFICIALS & ADMIN	59,550	63,868	32,288	67,303	68,695
40-0103-20-02	SALARIES-TECHNICIAN	16,852	34,549	16,244	34,549	35,585
40-0107-20-02	SALARIES-SKILLED CRAFT	213,560	217,368	108,488	215,469	231,356
40-0109-20-02	SALARIES-OVERTIME	21,410	8,000	11,388	8,000	8,000
40-0111-20-02	SALARIES-LONGEVITY	4,800	4,848	0	4,680	5,088
40-0122-20-02	TMRS	64,177	66,713	34,052	66,726	62,247
40-0133-20-02	FICA	24,070	25,141	12,822	25,245	26,678
40-0134-20-02	WORKER'S COMPENSATION	4,985	5,227	2,691	4,986	5,615
	<i>Personnel Services-----Subtotal</i>	409,404	425,714	217,973	426,958	443,264
40-0201-20-02	OFFICE SUPPLIES	1,591	935	441	1,135	1,135
40-0203-20-02	MEDICAL & CHEMICAL	335,098	450,000	160,996	450,000	415,000
40-0204-20-02	JANITORIAL	78	700	51	700	700
40-0205-20-02	FUEL, OIL & LUBE	8,841	10,680	5,784	9,000	9,690
40-0206-20-02	CLOTHING	783	750	890	750	750
40-0212-20-02	ELECTRICAL SUPPLIES	415	300	0	300	300
40-0213-20-02	MOTOR VEHICLE	4,708	3,500	3,533	3,500	3,500
40-0217-20-02	OTHER SUPPLIES	3,638	3,000	2,311	3,000	3,000
40-0218-20-02	SMALL TOOLS & MINOR EQUIPMENT	3,088	2,000	231	2,000	2,000
40-0219-20-02	REPAIR & MAINTENANCE SUPPLIES	2,279	6,000	5,895	2,000	16,000
	<i>Supplies-----Subtotal</i>	360,519	477,865	180,132	472,385	452,075
40-0304-20-02	TELEPHONE - CELLULAR	864	500	371	700	700
40-0305-20-02	OTHER PROFESSIONAL SERVICES	41,324	40,800	10,126	40,800	40,800
40-0306-20-02	SPRAY CONTRACT	2,300	2,300	1,150	2,300	2,300
40-0309-20-02	RADIO REPAIRS	2,230	2,500	1,139	2,500	2,500
40-0323-20-02	SERVICE CONTRACTS-TECHNICAL	2,868	1,800	636	2,900	2,900
40-0324-20-02	PRINTING & REPRODUCTION	2,767	4,500	0	4,500	4,500
40-0337-20-02	ELECTRICAL SERVICE	287,035	262,500	122,437	300,000	300,000
40-0340-20-02	REPAIR & MAINTENANCE BUILDINGS	1,702	2,500	1,728	2,500	2,500
40-0342-20-02	REPAIR & MAINTENANCE EQUIPMENT	54,346	35,000	6,806	50,000	140,000
40-0343-20-02	REPAIR & MAINTENANCE AIR COND	3,424	0	237	0	0
40-0344-20-02	RENTALS	11,202	600	3,134	600	600
40-0345-20-02	CONFERENCE & TRAINING	951	2,000	646	2,000	1,500
40-0346-20-02	DUES & SUBSCRIPTIONS	923	1,550	311	1,550	1,350
40-0347-20-02	MISCELLANEOUS	269	100	34	100	100
40-0360-20-02	JANITORIAL CONTRACT	6,240	9,840	3,120	9,840	6,840
40-0364-20-02	REPAIR & MAINTENANCE OF GROUNDS	11,350	6,500	6,200	6,500	11,500
40-0369-20-02	STATE AND FEDERAL FEES	22,674	25,000	50	25,000	23,000
	<i>Charges for service----Subtotal</i>	452,469	397,990	158,125	451,790	541,090

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Water Production**

Fund: 40 WATER & SEWER FUND		WATER UTILITIES		WATER PRODUCTION		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
		<hr/>				
40-0405-20-02	IMPROVEMENTS-BUILDINGS	0	0	11,930	0	0
40-0424-20-02	2010 EMERGENCY GENERATOR GRANT	296,895	0	0	0	0
40-0440-20-02	OTHER MACHINERY & EQUIPMENT	38,030	0	2,301	84,386	16,000
	<i>Capital outlay-----Subtotal</i>	334,925	0	14,231	84,386	16,000
Program Number: 2 WATER PRODUCTION		1,557,317	1,301,569	570,461	1,435,519	1,452,429

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Distribution/Collection**

**Fund: 40 WATER & SEWER FUND    WATER UTILITIES    WATER DISTRIBUTION/COLLECTION**

		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
40-0101-20-03	SALARIES-OFFICIALS AND ADMIN	60,239	53,630	28,961	60,239	60,841
40-0107-20-03	SALARIES-SKILLED CRAFT	295,304	302,840	125,357	258,421	269,047
40-0108-20-03	SALARIES-SERVICE MAINTENANCE	267,204	270,213	130,388	270,269	279,369
40-0109-20-03	SALARIES-OVERTIME	55,152	34,789	16,036	34,789	34,789
40-0111-20-03	SALARIES-LONGEVITY	10,168	10,656	24	10,128	10,992
40-0122-20-03	TMRS	139,667	136,442	60,815	128,164	116,924
40-0133-20-03	FICA	51,545	51,418	22,489	48,489	50,111
40-0134-20-03	WORKER'S COMPENSATION	12,393	12,026	5,612	10,396	11,427
	<i>Personnel Services-----Subtotal</i>	891,672	872,014	389,682	820,895	833,500
40-0201-20-03	OFFICE SUPPLIES	1,399	500	449	500	500
40-0203-20-03	MEDICAL & CHEMICAL	6,908	6,500	2,615	6,500	6,500
40-0204-20-03	JANITORIAL	0	150	0	150	150
40-0205-20-03	FUEL, OIL & LUBE	65,929	66,000	33,103	71,300	71,790
40-0206-20-03	CLOTHING	4,456	4,000	1,872	4,600	4,600
40-0213-20-03	MOTOR VEHICLE	32,035	30,000	19,823	30,000	32,000
40-0217-20-03	OTHER SUPPLIES	1,539	1,200	103	600	1,300
40-0218-20-03	SMALL TOOLS & MINOR EQUIPMENT	6,548	4,250	1,680	4,250	4,250
40-0219-20-03	REPAIR & MAINTENANCE SUPPLIES	205,430	61,000	58,450	61,000	71,000
40-0220-20-03	WATER METERS & BOXES	86,139	44,000	27,971	25,000	25,000
	<i>Supplies-----Subtotal</i>	410,383	217,600	146,066	203,900	217,090
40-0304-20-03	TELEPHONE - CELLULAR	3,041	2,300	1,202	2,300	2,300
40-0305-20-03	OTHER PROFESSIONAL SERVICES	125	0	1,140	0	0
40-0306-20-03	SPRAY CONTRACT	6,800	8,000	3,400	8,000	8,000
40-0308-20-03	TELEPHONE-LAND	0	1,200	0	1,200	0
40-0309-20-03	RADIO REPAIRS	85	500	0	500	500
40-0316-20-03	CONTRACTED SERVICES	850	10,000	0	25,000	25,000
40-0342-20-03	REPAIR & MAINTENANCE EQUIPMENT	7,131	8,500	536	8,500	7,500
40-0344-20-03	RENTALS	262	1,000	500	1,000	1,000
40-0345-20-03	CONFERENCE & TRAINING	2,129	2,000	32	2,000	2,000
40-0346-20-03	DUES & SUBSCRIPTIONS	645	1,250	12	1,250	750
40-0347-20-03	MISCELLANEOUS	2,400	1,275	500	1,275	1,275
	<i>Charges for service----Subtotal</i>	23,468	36,025	7,322	51,025	48,325
40-0411-20-03	IMPROVEMENTS-SEWER MAINS & SVS	9,250	36,700	2,919	36,700	65,700
40-0412-20-03	IMPROVEMENTS-WATER MAINS & SVS	16,923	54,350	23,945	54,350	54,350

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Distribution/Collection**

**Fund: 40 WATER & SEWER FUND    WATER UTILITIES    WATER DISTRIBUTION/COLLECTION**

		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
40-0425-20-03	CARS & TRUCKS	0	0	0	37,500	0
40-0440-20-03	OTHER MACHINERY & EQUIPMENT	0	4,000	2,467	7,000	5,500
40-0442-20-03	ANNUAL MANHOLE REHAB	0	0	0	25,000	25,000
40-0458-20-03	EQUIPMENT REPLACEMENT FUND	0	0	0	0	0
40-0460-20-03	LEASE PURCHASE PAYMENTS	0	56,000	55,314	56,000	0
40-0490-20-03	NON DEPRECIABLE CAPITAL ITEMS	0	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	26,173	151,050	84,645	216,550	150,550
Program Number: 3 WATER DISTRIBUTION/COLLECTION		1,351,696	1,276,689	627,715	1,292,370	1,249,465

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Wastewater Treatment**

Fund: 40 WATER & SEWER FUND		WATER UTILITIES		WASTEWATER TREATMENT		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
40-0101-20-04	SALARIES OFFICIALS & ADMIN	31,308	27,874	15,052	31,308	31,621
40-0103-20-04	SALARIES-TECHNICIAN	76,276	75,279	36,724	75,279	77,538
40-0107-20-04	SALARIES-SKILLED CRAFT	262,618	274,145	130,549	300,036	281,081
40-0108-20-04	SALARIES-SERVICE MAINTENANCE	24,565	24,565	11,810	24,565	25,302
40-0109-20-04	SALARIES-OVERTIME	26,263	13,000	12,283	13,000	13,000
40-0111-20-04	SALARIES-LONGEVITY	4,464	5,952	0	5,640	6,192
40-0122-20-04	TMRS	86,368	85,426	41,738	90,955	77,600
40-0133-20-04	FICA	32,340	32,193	15,721	34,412	33,257
40-0134-20-04	WORKER'S COMPENSATION	5,605	5,774	3,185	5,900	5,968
	<i>Personnel Services-----Subtotal</i>	549,807	544,208	267,062	581,095	551,559
40-0201-20-04	OFFICE SUPPLIES	757	500	318	500	700
40-0203-20-04	MEDICAL & CHEMICAL	11,134	12,000	7,153	15,000	15,000
40-0204-20-04	JANITORIAL	172	850	54	850	500
40-0205-20-04	FUEL, OIL & LUBE	18,255	18,000	9,678	19,450	19,450
40-0206-20-04	CLOTHING	2,018	2,000	1,395	2,000	2,250
40-0212-20-04	ELECTRICAL SUPPLIES-UV BULBS	34,744	40,000	0	40,000	40,000
40-0213-20-04	MOTOR VEHICLE	9,214	7,500	2,116	7,500	7,500
40-0217-20-04	OTHER SUPPLIES	11,281	7,100	7,849	7,100	12,000
40-0218-20-04	SMALL TOOLS & MINOR EQUIPMENT	3,374	2,200	1,613	2,200	2,200
40-0219-20-04	REPAIR & MAINTENANCE SUPPLIES	3,867	5,950	22,049	5,950	30,000
	<i>Supplies-----Subtotal</i>	94,816	96,100	52,225	100,550	129,600
40-0304-20-04	TELEPHONE - CELLULAR	1,583	1,275	606	1,775	1,775
40-0305-20-04	OTHER PROFESSIONAL SERVICES	99,198	103,000	53,501	123,000	100,000
40-0306-20-04	SPRAY CONTRACT	1,500	1,500	750	1,500	1,500
40-0308-20-04	TELEPHONE-LAND	553	600	265	600	600
40-0309-20-04	RADIO REPAIRS	0	200	0	200	200
40-0323-20-04	SERVICE AGREEMENTS-TECHNICAL	13,494	15,400	4,730	15,400	15,400
40-0324-20-04	PRINTING & REPRODUCTION	-321	400	-184	400	400
40-0337-20-04	ELECTRICAL SERVICE	286,646	282,500	122,232	292,500	292,500
40-0340-20-04	REPAIR & MAINTENANCE BUILDINGS	1,590	2,000	0	2,000	2,000
40-0342-20-04	REPAIR & MAINTENANCE EQUIPMENT	68,255	74,800	37,729	94,800	80,000
40-0343-20-04	REPAIR & MAINT-AIR CONDITIONER	0	0	154	0	0
40-0344-20-04	RENTALS	488	700	190	700	700
40-0345-20-04	CONFERENCE & TRAINING	1,507	3,400	1,712	3,400	3,000
40-0346-20-04	DUES & SUBSCRIPTION	1,298	1,200	386	1,200	1,300
40-0347-20-04	MISCELLANEOUS	205	500	0	500	500
40-0369-20-04	STATE & FEDERAL FEES	39,816	39,140	200	41,000	41,000
	<i>Charges for service----Subtotal</i>	515,812	526,615	222,271	578,975	540,875

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Wastewater Treatment**

Fund: 40 WATER & SEWER FUND	WATER UTILITIES	WASTEWATER TREATMENT				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
40-0412-20-04	IMPROVEMENTS-WASTEWATER T P	9,500	0	0	0	65,450
40-0425-20-04	CARS AND TRUCKS	0	0	36,376	19,500	0
40-0440-20-04	OTHER MACHINERY & EQUIPMENT	82,163	0	45,037	25,000	0
40-0456-20-04	OTHER CAPITAL IMPROVEMENTS	0	0	8,800	0	0
	<i>Capital outlay-----Subtotal</i>	91,663	0	90,213	44,500	65,450
Program Number: 4 WASTEWATER TREATMENT		1,252,098	1,166,923	631,771	1,305,120	1,287,484

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Water Billing**

Fund: 40 WATER & SEWER FUND		WATER UTILITIES		WATER BILLING		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
40-0101-20-06	SALARIES OFFICIALS & ADMIN	55,399	51,590	26,634	55,399	55,953
40-0106-20-06	SALARIES-OFFICE & CLERICAL	71,012	71,082	35,390	71,082	95,005
40-0107-20-06	SALARIES-SKILLED CRAFT	130,971	131,450	63,197	131,450	135,393
40-0109-20-06	SALARIES-OVERTIME	1,015	2,000	305	2,000	2,000
40-0110-20-06	SALARIES-PART TIME & HOURLY	576	0	6,050	0	0
40-0111-20-06	SALARIES-LONGEVITY	4,896	5,040	0	5,232	5,040
40-0122-20-06	TMRS	53,444	53,016	25,380	53,616	52,370
40-0133-20-06	FICA	20,155	19,979	10,063	20,285	22,445
40-0134-20-06	WORKER'S COMPENSATION	1,853	1,925	956	1,771	1,973
	<i>Personnel Services-----Subtotal</i>	339,321	336,082	167,975	340,835	370,179
40-0201-20-06	OFFICE SUPPLIES	3,841	3,600	2,048	3,600	3,600
40-0205-20-06	FUEL, OIL & LUBE	15,366	14,100	7,582	15,225	16,400
40-0206-20-06	CLOTHING	615	650	695	650	650
40-0213-20-06	MOTOR VEHICLE	4,774	4,000	708	4,000	4,000
40-0217-20-06	OTHER SUPPLIES	241	340	133	340	340
40-0218-20-06	SMALL TOOLS & MINOR EQUIPMENT	751	1,020	522	1,020	1,020
40-0220-20-06	WATER METERS & BOXES	1,223	4,000	361	4,000	4,000
	<i>Supplies-----Subtotal</i>	26,811	27,710	12,049	28,835	30,010
40-0305-20-06	OTHER PROFESSIONAL SERVICES	1,909	2,500	182	2,500	2,500
40-0309-20-06	RADIO REPAIRS	92	0	0	0	0
40-0310-20-06	POSTAGE & FREIGHT	53,927	34,650	40,100	60,000	62,000
40-0316-20-06	CONTRACTED SERVICES	19,268	27,000	10,072	28,000	22,000
40-0323-20-06	SERVICE CONTRACTS-TECHNICAL	5,755	6,000	5,911	6,000	6,600
40-0324-20-06	PRINTING & REPRODUCTION	1,417	2,000	297	2,000	2,000
40-0342-20-06	REPAIR & MAINTENANCE EQUIPMENT	600	3,350	544	3,350	1,350
40-0345-20-06	CONFERENCE & TRAINING	639	1,775	138	1,775	1,000
40-0346-20-06	DUES & SUBSCRIPTIONS	60	200	0	200	100
40-0347-20-06	MISCELLANEOUS	36	0	123	0	0
40-0360-20-06	JANITORIAL CONTRACT	754	1,080	377	1,080	900
	<i>Charges for service----Subtotal</i>	84,457	78,555	57,744	104,905	98,450
40-0420-20-06	IMPROVEMENTS-DATA PROCESSING	11,575	0	0	0	0
40-0458-20-06	EQUIPMENT REPLACEMENT	0	0	0	0	8,000
	<i>Capital outlay-----Subtotal</i>	11,575	0	0	0	8,000
Program Number: 6 WATER BILLING		462,164	442,347	237,768	474,575	506,639

**Water & Sewer Enterprise Fund**  
**Water Utilities Department-Engineering**

**Fund: 40 WATER & SEWER FUND WATER UTILITIES**

**ENGINEERING**

		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
40-0103-20-07	SALARIES-TECHNICIAN	71,962	71,962	36,033	75,073	77,326
40-0106-20-07	SALARIES-OFFICE & CLERICAL	22,870	22,870	841	22,870	0
40-0108-20-07	SALARIES-SERVICE MAINTENANCE	25,751	25,584	12,765	25,584	27,348
40-0111-20-07	SALARIES-LONGEVITY	2,064	2,064	0	2,304	2,064
40-0122-20-07	TMRS	24,895	24,863	10,037	25,443	19,052
40-0133-20-07	FICA	9,259	9,370	3,763	9,626	8,165
40-0134-20-07	WORKER'S COMPENSATION	385	333	170	315	311
	<i>Personnel Services-----Subtotal</i>	157,186	157,046	63,609	161,215	134,266
40-0201-20-07	OFFICE SUPPLIES	334	425	73	425	425
40-0205-20-07	FUEL, OIL & LUBE	5,626	6,660	2,607	6,000	6,460
40-0206-20-07	CLOTHING	266	300	138	300	300
40-0213-20-07	MOTOR VEHICLE	935	1,250	791	1,250	1,250
40-0218-20-07	SMALL TOOLS & MINOR EQUIPMENT	174	575	0	575	575
	<i>Supplies-----Subtotal</i>	7,335	9,210	3,609	8,550	9,010
40-0304-20-07	TELEPHONE - CELLULAR	760	700	308	700	700
40-0305-20-07	OTHER PROFESSIONAL SERVICES	248	20,000	0	10,000	5,000
40-0308-20-07	TELEPHONE-LAND	0	250	0	250	0
40-0309-20-07	RADIO REPAIRS	0	120	0	120	120
40-0315-20-07	GENERAL ADVERTISING	143	0	316	5,000	5,000
40-0319-20-07	PLATT FEES	0	0	76	0	250
40-0323-20-07	SERVICE CONTRACTS-TECHNICAL	27	500	480	500	500
40-0324-20-07	PRINTING & REPRODUCTION	949	1,200	837	1,200	1,200
40-0342-20-07	REPAIR & MAINTENANCE EQUIPMENT	624	850	390	850	850
40-0345-20-07	CONFERENCE & TRAINING	0	100	0	100	100
40-0347-20-07	MISCELLANEOUS	52	200	37	200	200
40-0360-20-07	JANITORIAL CONTRACT	754	1,080	377	1,080	900
	<i>Charges for service----Subtotal</i>	3,557	25,000	2,821	20,000	14,820
	<i>Capital outlay-----Subtotal</i>	0	0	0	0	0
Program Number: 7 ENGINEERING		168,078	191,256	70,039	189,765	158,096
Department Number: 20 WATER UTILITIES		5,087,119	4,666,303	2,276,204	4,989,919	4,943,619

# NONDEPARTMENTAL

*Nondepartmental covers the cost of services, supplies and capital outlay that benefit all divisions within the Water and Sewer Enterprise Fund.*

**Water & Sewer Enterprise Fund**  
**Nondepartmental**

Fund: 40 WATER & SEWER FUND		NONDEPARTMENTAL		NONDEPARTMENTAL		
		Actual	Budget	Actual	Budget	Budget
		2011	2011	6/30/2012	2012	2013
40-0122-21-00	TMRS FOR DRAG-UP	4,316	1,961	506	1,961	1,961
40-0123-21-00	LIFE INSURANCE	1,209	1,740	573	1,740	1,740
40-0124-21-00	HEALTH INSURANCE	405,337	403,850	161,389	438,175	403,120
40-0125-21-00	DENTAL INSURANCE	21,262	21,850	10,474	22,775	22,775
40-0127-21-00	SICK LEAVE-ACCRUED RESERVE	12,920	10,000	635	10,000	10,000
40-0128-21-00	VACATION-ACCRUED RESERVE	5,885	5,000	1,469	5,000	5,000
40-0133-21-00	FICA FOR DRAG-UP	1,626	995	192	995	995
	<i>Personnel Services-----Subtotal</i>	452,555	445,396	175,238	480,646	445,591
	<i>Supplies-----Subtotal</i>	0	0	0	0	0
40-0301-21-00	AUDIT SERVICES	13,050	15,000	0	15,000	15,000
40-0302-21-00	HEALTH CONSULTANT SERVICES	9,450	5,625	2,400	7,200	8,925
40-0305-21-00	OTHER PROFESSIONAL SERVICES	14,320	11,000	13,576	11,000	11,000
40-0307-21-00	TELEPHONE-INTERNET	12,315	15,000	8,037	15,000	15,000
40-0308-21-00	TELEPHONE-LAND	89,259	70,000	49,364	70,000	70,000
40-0309-21-00	TELEPHONE-WIRING	3,260	4,000	1,542	4,000	4,000
40-0310-21-00	POSTAGE & FREIGHT	12,675	15,000	6,772	15,000	15,000
40-0312-21-00	GENERAL ADVERTISING	3,518	2,000	536	2,000	2,000
40-0315-21-00	CREDIT CARD FEES	299	0	9,219	0	0
40-0317-21-00	RAW WATER RESERVATION FEE	129,190	135,000	50,000	135,000	135,000
40-0321-21-00	SALVINIA CONTROL	25,000	25,000	0	25,000	25,000
40-0323-21-00	SERVICE AGREEMENT-TECHNICAL	23,687	23,500	4,337	23,500	23,500
40-0324-21-00	PRINTING & REPRODUCTION	915	750	0	750	750
40-0326-21-00	PROPERTY INSURANCE	27,456	28,350	12,750	28,350	28,350
40-0331-21-00	UNEMPLOYMENT INSURANCE	4,380	9,200	11,830	9,197	9,197
40-0332-21-00	LIABILITY INSURANCE	38,685	69,300	11,140	39,300	39,300
40-0343-21-00	DUES/ETCOG	0	580	0	580	580
40-0344-21-00	RENTALS	1,824	2,000	912	2,000	2,000
40-0347-21-00	MISCELLANEOUS	32,833	5,000	6,130	5,000	5,000
40-0348-21-00	AMORTIZATION	55,915	0	0	0	0
40-0349-21-00	DUES/TML & NLC	1,519	1,740	0	1,740	1,740
40-0399-21-00	BAD DEBT EXPENSE	25,764	0	0	0	0
	<i>Charges for service----Subtotal</i>	525,314	438,045	188,545	409,617	411,342
40-0420-21-00	IMPROVEMENTS - DATA PROCESSING	16,208	0	0	0	0
	<i>Capital outlay-----Subtotal</i>	16,208	0	0	0	0
Program Number:	NONDEPARTMENTAL	994,077	883,441	363,783	890,263	856,933
Department Number:	21 NONDEPARTMENTAL	994,077	883,441	363,783	890,263	856,933

# INTERFUND TRANSFERS

*Interfund Transfers accounts for the allocation of funds due to other internal funds. These are primarily the annual allocation for debt service payments for water and sewer bonds and payment to the General Fund for support services to the Water and Sewer Enterprise Fund provided by the General Fund.*

**Water & Sewer Enterprise Fund**  
**Interfund Transfers**

Fund: 40 WATER & SEWER FUND	INTERFUND TRANSFERS	INTERFUND TRANSFERS				
		Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
40-0515-22-00	DEBT SERVICE PYMT W&S BONDS	1,680,000	2,508,142	1,830,000	2,494,089	2,480,724
40-0517-22-00	DEBT SVC PMT INTEREST	827,563	0	306,441	0	0
40-0520-22-00	INTERFUND TRNF GENERAL FUND	1,350,000	1,350,000	675,000	1,350,000	1,746,000
40-0522-22-00	INTERFUND TRNF EQUIP REPLACE	0	0	0	0	56,000
	<i>Miscellaneous-----Subtotal</i>	3,857,563	3,858,142	2,811,441	3,844,089	4,282,724
Program Number:	INTERFUND TRANSFERS	3,857,563	3,858,142	2,811,441	3,844,089	4,282,724
Department Number:	22 INTERFUND TRANSFERS	3,857,563	3,858,142	2,811,441	3,844,089	4,282,724
Fund Number:	40 WATER & SEWER FUND	9,938,759	9,407,886	5,451,428	9,724,271	10,083,276

# OTHER FUNDS

*The City maintains other funds that have a specific, designated purpose. Four of these types of funds are included in this section.*

**Debt Service Fund** – The General Obligation Debt Service Fund accounts for revenue and expenditures for the payment of long-term debt principal, interest, and related costs for the general obligation debt issued in 2007 and the Series 2010 & Series 2010A Combination Tax and Limited Surplus Revenue Certificates of Obligation issued in 2010. In November 2006, the City voters authorized the issuance of \$6,230,000 General Obligation Bonds. The proceeds were for the purpose of constructing, renovating, equipping, improving and acquiring land for the City's Public Safety Facilities and for constructing, improving and equipping the City's parks. The Bonds were issued March 1, 2007. In January, 2010, the City Commission adopted an ordinance authorizing the issuance of \$1,140,000 Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2010. The proceeds were for the purpose of constructing, equipping, installing, and improving the air conditioning and heating systems for energy conservation at the City Hall, Convention Center, Library, Police and Fire Stations and to install new light fixtures in the Lions Community Center, Smith Community Center, and the Chamber of Commerce. The certificates were issued January 28, 2010. In May, 2010, the City Commission adopted an ordinance authorizing the issuance of \$2,100,000 Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2010A. The proceeds were for the purpose of improvements to Memorial City Hall. The certificates were issued June 16, 2010.

**Special Revenue Funds** – Several of the City's Revenue Funds are shown in this budget document. These funds are used to account for the proceeds and expenditures of specific revenue sources that are restricted to expenditures for specified purposes. They are as follows:

- Hotel/Motel Occupancy Tax Fund
- Litter Control Fund
- D.A.R.E. Donation Fund
- Street Maintenance Fund

**Community Development Fund** – The City annually receives a Community Development Block Grant from the U. S. Department of Housing and Urban Development (HUD). HUD provides these funds directly to communities to use to revitalize neighborhoods, expand affordable housing and economic opportunities, and/or improve community facilities and services, principally to benefit low- and moderate-income persons.

**Equipment Replacement Fund** – The Equipment Replacement Fund is an internal service fund that provides for the purchase of capital assets.

**Other Funds**

**2007 General Obligation Debt Service Fund & Series 2010 & Series 2010A  
Combination Tax and Limited Surplus Revenue CO Debt Service Funds-Estimated  
Revenues**

2007 GENERAL OBLIGATION DEBT SERVICE FUND & SERIES 2010 & SERIES 2010A COMBINATION TAX  
AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION DEBT SERVICE FUNDS

ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>Actual 2011</u>	<u>Budget 2011</u>	<u>Actual 6/30/2012</u>	<u>Budget 2012</u>	<u>Budget 2013</u>
	<u>TAXES</u>					
62-4000-00-00	Property Taxes	\$560,606	\$433,457	\$408,549	\$700,625	\$707,787
62-4001-00-00	Delinquent Taxes	25,673	17,500	13,276	17,500	19,000
62-4002-00-00	Penalty & Interest-Taxes	14,318	7,875	10,569	10,000	10,000
	Subtotal	<u>\$600,597</u>	<u>\$458,832</u>	<u>\$432,394</u>	<u>\$728,125</u>	<u>\$736,787</u>
	<u>MISCELLANEOUS REVENUES</u>					
62-5100-00-00	Interest Earned	\$469	\$2,000	\$409	\$1,000	\$500
62-5110-00-00	Transfer from General Fund	430,879	0	0	0	0
	Subtotal	<u>\$431,348</u>	<u>\$2,000</u>	<u>\$409</u>	<u>\$1,000</u>	<u>\$500</u>
	GRAND TOTAL	<u>\$1,031,945</u>	<u>\$460,832</u>	<u>\$432,803</u>	<u>\$729,125</u>	<u>\$737,287</u>

**Other Funds**

**2007 General Obligation Debt Service Fund & Series 2010 & Series 2010A  
Combination Tax and Limited Surplus Revenue CO Debt Service Funds-Estimated  
Expenditures**

2007 GENERAL OBLIGATION DEBT SERVICE FUND & SERIES 2010 & SERIES 2010A COMBINATION TAX  
AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION DEBT SERVICE FUNDS

ESTIMATED EXPENDITURES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>Actual 2011</u>	<u>Budget 2011</u>	<u>Actual 6/30/2012</u>	<u>Budget 2012</u>	<u>Budget 2013</u>
	<u>DEBT SERVICE</u>					
62-0348-00-00	Service Fees/Mgt Fees	\$300	\$0	\$700	\$300	\$300
62-0353-00-00	Interest & Fees	\$263,780	\$263,781	\$160,809	\$313,069	\$296,696
62-0354-00-00	Principal Payments	295,000	295,000	415,000	415,000	440,000
	Subtotal	<u>\$559,080</u>	<u>\$558,781</u>	<u>\$576,509</u>	<u>\$728,369</u>	<u>\$736,996</u>
62-0455-00-00	Transfer to Other Funds	\$0	\$0	\$0	\$0	\$0
	Subtotal	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	GRAND TOTAL	<u>\$559,080</u>	<u>\$558,781</u>	<u>\$576,509</u>	<u>\$728,369</u>	<u>\$736,996</u>

**Other Funds**

**2007 General Obligation Debt Service Fund & Series 2010 & Series 2010A  
Combination Tax and Limited Surplus Revenue CO Debt Service Funds-  
Rev & Exp Summary**

2007 GENERAL OBLIGATION DEBT SERVICE FUND & SERIES 2010 & SERIES 2010A COMBINATION TAX  
AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION DEBT SERVICE FUNDS

ESTIMATED OPENING BALANCE - 1/1/13 \$498,880

ANTICIPATED REVENUE:

Current Property Tax	\$707,787	
Delinquent Property Tax/Penalty & Interest	29,000	
Interest Income	500	
 TOTAL REVENUE		 737,287

ANTICIPATED EXPENDITURES:

Service Fees/Mgmt Fees	\$300	
Interest on Tax Bonds	\$296,696	
Principal on Tax Bonds	440,000	
 TOTAL EXPENDITURES		 736,996

ESTIMATED CLOSING BALANCE - 12/31/13 \$499,171

**Other Funds**

**2007 General Obligation Debt Service Fund & Series 2010 & Series 2010A  
Combination Tax and Limited Surplus Revenue CO Debt Service Funds-  
Requirements**

2007 GENERAL OBLIGATION DEBT SERVICE FUND & SERIES 2010 & SERIES 2010A COMBINATION TAX  
AND LIMITED SURPLUS REVENUE CERTIFICATES OF OBLIGATION DEBT SERVICE FUNDS

DEBT SERVICE REQUIREMENTS  
2013

**GENERAL OBLIGATION BONDS**

<u>ISSUE DATE</u>	<u>MATURITY DATE</u>	<u>DESCRIPTION</u>	<u>DEBT OUTSTANDING 1/1/2013</u>	<u>PAYMENT REQUIREMENTS 2013</u>	<u>TAX RATE REQUIRED</u>
2007	2027	General Obligation Bonds	\$5,260,000	\$454,505	\$0.04499

**COMBINATION TAX AND LIMITED SURPLUS  
REVENUE CERTIFICATES OF OBLIGATION**

2010	2023	Certificates of Obligation, Series 2010	1,000,000	105,503	0.01045
2010	2025	Certificates of Obligation, Series 2010A	1,885,000	176,688	0.01749
		Sub Total	2,885,000	282,191	\$0.02794
		GRAND TOTAL	<u>\$8,145,000</u>	<u>\$736,696</u>	<u>\$0.07293</u>

**Other Funds**

**Hotel/Motel Occupancy Tax Fund-Estimated Revenues**

HOTEL/MOTEL OCCUPANCY TAX FUND  
ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>Actual</u> <u>2011</u>	<u>Budget</u> <u>2011</u>	<u>Actual</u> <u>6/30/2012</u>	<u>Budget</u> <u>2012</u>	<u>Budget</u> <u>2013</u>
	<u>TAXES</u>					
03-4011-00-00	Hotel/Motel Tax	\$727,207	\$750,000	\$249,968	\$760,000	\$680,000
03-4002-00-00	Penalty & Interest-Taxes	3,360	0	493	0	0
	Subtotal	<u>\$730,567</u>	<u>\$750,000</u>	<u>\$250,461</u>	<u>\$760,000</u>	<u>\$680,000</u>
	<u>MISCELLANEOUS REVENUES</u>					
03-5100-00-00	Interest Earned	\$9	\$50	\$14	\$50	\$0
03-5110-00-00	Interfund Trsf	\$85,000	\$0	\$0	\$0	\$0
	Subtotal	<u>\$85,009</u>	<u>\$50</u>	<u>\$14</u>	<u>\$50</u>	<u>\$0</u>
	GRAND TOTAL	<u>\$815,576</u>	<u>\$750,050</u>	<u>\$250,475</u>	<u>\$760,050</u>	<u>\$680,000</u>

**Other Funds**

**Hotel/Motel Occupancy Tax Fund-Estimated Expenditures**

HOTEL/MOTEL OCCUPANCY TAX FUND  
ESTIMATED EXPENDITURES

<u>ACCT</u>	<u>DESCRIPTION</u>	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<u>TOURISM</u>					
03-0314-30-02	Tourism Promotion	\$500	\$0	\$112,092	\$0	\$0
03-0316-30-02	Marshall Depot	16,500	16,500	8,250	16,500	16,500
03-0351-30-02	Harrison County Historical Museum	8,353	8,750	3,888	8,750	8,750
03-0352-30-02	Michelson Museum of Art	9,519	10,000	4,463	10,000	10,000
03-0353-30-02	Convention & Visitor Bureau	459,892	400,300	173,605	409,405	307,220
03-0356-30-02	Marshall Regional Arts Council	20,151	21,150	9,400	21,150	21,150
03-0373-30-02	Boogie Woogie Promotion	0	0	24,660	65,000	0
	Subtotal	<u>\$514,915</u>	<u>\$456,700</u>	<u>\$336,358</u>	<u>\$530,805</u>	<u>\$363,620</u>
	<u>DEBT SERVICE</u>					
03-0514-30-05	Interfund Transfer	0	0	2,500	86,970	176,688
03-0515-30-05	Debt Service Payment	293,334	293,335	134,262	142,275	139,692
	Subtotal	<u>\$293,334</u>	<u>\$293,335</u>	<u>\$136,762</u>	<u>\$229,245</u>	<u>\$316,380</u>
	GRAND TOTAL	<u>\$808,249</u>	<u>\$750,035</u>	<u>\$473,120</u>	<u>\$760,050</u>	<u>\$680,000</u>

Hotel/Motel Occupancy Tax Fund-Revenue & Expenditure Summary

HOTEL/MOTEL OCCUPANCY TAX FUND  
REVENUE AND EXPENDITURE SUMMARY

ESTIMATED OPENING BALANCE - 1/1/13		\$17,456
ESTIMATED REVENUE:		
Hotel/Motel Taxes	\$680,000	
TOTAL REVENUE		680,000
ESTIMATED EXPENDITURES:		
Tourism	\$363,620	
Debt Service	<u>316,380</u>	
TOTAL EXPENDITURES		680,000
ESTIMATED CLOSING BALANCE - 12/31/13		<u><u>\$17,456</u></u>

**Other Funds**  
**Hotel/Motel Occupancy Tax Fund-**  
**Debt Service Requirements**

HOTEL/MOTEL OCCUPANCY TAX FUND  
DEBT SERVICE REQUIREMENTS  
2013

<u>ISSUE</u> <u>DATE</u>	<u>MATURITY</u> <u>DATE</u>	<u>DESCRIPTION</u>	DEBT OUTSTANDING 1/1/2013	PAYMENT REQUIREMENTS 2013
2010	2017	Tax and Surplus Revenue Refunding Bonds	535,000	139,692
		TOTAL	\$535,000	\$139,692

**Other Funds**  
**Litter Control Fund-Estimated Revenues**

LITTER CONTROL FUND  
ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<u>FEES</u>					
13-4423-00-00	Litter Control Contributions	\$7,909	\$9,500	\$3,879	\$8,500	\$7,700
13-4429-00-00	Litter Control Fees	63,874	63,900	0	64,900	57,900
	Subtotal	<u>\$71,783</u>	<u>\$73,400</u>	<u>\$3,879</u>	<u>\$73,400</u>	<u>\$65,600</u>
	<u>MISCELLANEOUS REVENUES</u>					
	Subtotal	\$0	\$0	\$0	\$0	\$0
	GRAND TOTAL	<u>\$71,783</u>	<u>\$73,400</u>	<u>\$3,879</u>	<u>\$73,400</u>	<u>\$65,600</u>

**Other Funds**  
**Litter Control Fund-Estimated Expenditures**

LITTER CONTROL FUND  
ESTIMATED EXPENDITURES

<u>ACCT</u>	<u>DESCRIPTION</u>	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<u>PUBLIC WORKS</u>					
13-0357-00-00	Litter Control-Special Litter Pickup	\$6,400	\$8,000	\$3,000	\$8,000	\$8,000
13-0358-00-00	Litter Control-Streets	52,800	52,800	22,500	52,800	45,000
	Subtotal	\$59,200	\$60,800	\$30,219	\$60,800	\$53,000
	<u>PARKS &amp; RECREATION</u>					
13-0359-00-00	Litter Control-Parks	12,583	12,600	0	12,600	12,600
	Subtotal	\$12,583	\$12,600	\$0	\$12,600	\$12,600
	<b>GRAND TOTAL</b>	<b>\$71,783</b>	<b>\$73,400</b>	<b>\$30,219</b>	<b>\$73,400</b>	<b>\$65,600</b>

**Other Funds**

**Litter Control Fund-Revenue & Expenditure Summary**

LITTER CONTROL FUND  
REVENUE AND EXPENDITURE SUMMARY

ESTIMATED OPENING BALANCE - 1/1/13 \$0

ANTICIPATED REVENUE:

Contributions and Fees	\$65,600	
Interest	<u>0</u>	
TOTAL REVENUE		65,600

ANTICIPATED EXPENDITURES:

Litter Control-Contracted Services	\$45,000	
Litter Control-Special Pickups	\$8,000	
Litter Control-Parks	<u>12,600</u>	
TOTAL EXPENDITURES		65,600

ESTIMATED CLOSING BALANCE - 12/31/13 \$0

**Other Funds**  
**D.A.R.E. Donation Fund-Estimated Revenues**

D.A.R.E. DONATION FUND  
ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>Actual</u> <u>2011</u>	<u>Budget</u> <u>2011</u>	<u>Actual</u> <u>6/30/2012</u>	<u>Budget</u> <u>2012</u>	<u>Budget</u> <u>2013</u>
21-4005-00-00	State Grant	\$0	\$0	\$0	\$0	\$0
21-5044-00-00	DARE/DAP	\$5,206	\$3,750	\$3,481	\$3,750	\$4,000
 <u>MISCELLANEOUS REVENUES</u>						
21-5100-00-00	Interest Earned	\$30	\$0	\$11	\$0	\$0
21-5115-00-00	Sale of Assets	0	0	0	0	0
21-5126-00-00	Donations	6,914	8,750	0	7,000	7,000
	Subtotal	<u>\$6,944</u>	<u>\$8,750</u>	<u>\$11</u>	<u>\$7,000</u>	<u>\$7,000</u>
	GRAND TOTAL	<u>\$12,150</u>	<u>\$12,500</u>	<u>\$3,492</u>	<u>\$10,750</u>	<u>\$11,000</u>

**Other Funds**

**D.A.R.E. Donation Fund-Estimated Expenditures**

D.A.R.E. DONATION FUND  
ESTIMATED EXPENDITURES

<u>ACCT</u>	<u>DESCRIPTION</u>	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<u>PUBLIC SAFETY</u>					
21-0217-00-00	D.A.R.E. Supplies/Services	\$2,672	\$7,000	\$3,101	\$5,250	\$5,500
21-0345-00-00	D.A.R.E. Conference and Training	1,124	2,000	547	2,000	2,000
21-0347-00-00	D.A.R.E. Miscellaneous	3,320	3,500	-1,077	3,500	3,500
	Subtotal	<u>\$7,116</u>	<u>\$12,500</u>	<u>\$2,571</u>	<u>\$10,750</u>	<u>\$11,000</u>
21-0425-00-00	Cars & Trucks	\$21,672	\$0	\$0	\$0	\$0
	<b>GRAND TOTAL</b>	<u><u>\$28,788</u></u>	<u><u>\$12,500</u></u>	<u><u>\$2,571</u></u>	<u><u>\$10,750</u></u>	<u><u>\$11,000</u></u>

D.A.R.E. Donation Fund-Revenue & Expenditure Summary

D.A.R.E. DONATION FUND  
REVENUE AND EXPENDITURE SUMMARY

ESTIMATED OPENING BALANCE - 1/1/13 \$36,301

ANTICIPATED REVENUE:

Donations	\$11,000	
Interest	<u>0</u>	
TOTAL REVENUE		11,000

ANTICIPATED EXPENDITURES:

D.A.R.E. Supplies/Services	\$5,500	
D.A.R.E. Conference & Training	2,000	
D.A.R.E. Miscellaneous	<u>3,500</u>	
TOTAL EXPENDITURES		11,000

ESTIMATED CLOSING BALANCE - 12/31/13 \$36,301

**Other Funds**  
**Street Maintenance Fund**  
**-Estimated Revenues**

STREET MAINTENANCE FUND  
ESTIMATED REVENUES

<u>ACCT</u>	<u>DESCRIPTION</u>	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
	<u>FEES</u>					
80-4004-00-00	Sales Tax - Street Maintenance	\$0	\$0	\$0	\$0	\$463,750
	Subtotal	\$0	\$0	\$0	\$0	\$463,750
	<u>MISCELLANEOUS REVENUES</u>					
	Subtotal	\$0	\$0	\$0	\$0	\$0
	GRAND TOTAL	\$0	\$0	\$0	\$0	\$463,750

**Other Funds**

**Street Maintenance Fund-Estimated Expenditures**

STREET MAINTENANCE FUND  
ESTIMATED EXPENDITURES

<u>ACCT</u>	<u>DESCRIPTION</u>	Actual 2011	Budget 2011	Actual 6/30/2012	Budget 2012	Budget 2013
80-0408-00-00	Street Improvement	\$0	\$0	\$0	\$0	\$425,000
	Total	\$0	\$0	\$0	\$0	\$425,000

Street Maintenance Fund-Revenue & Expenditure Summary

STREET MAINTENANCE FUND  
REVENUE AND EXPENDITURE SUMMARY

ESTIMATED OPENING BALANCE - 1/1/13 \$0

ANTICIPATED REVENUE:

Sales Tax-Street Maintenance \$463,750

TOTAL REVENUE 463,750

ANTICIPATED EXPENDITURES:

Street Improvement \$425,000

TOTAL EXPENDITURES 425,000

ESTIMATED CLOSING BALANCE - 12/31/13 \$38,750

**Other Funds**  
**Community Development Block Grant Fund**

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

	<u>2012-2013*</u> <u>BUDGET</u>
Grant Amount	\$302,015
Funds Available for Appropriation	<u>\$302,015</u>
 <u>ESTIMATED EXPENDITURES</u>	
Streets	90,015
Housing Rehab	100,000
Code Enforcement	64,000
Administration	25,000
Literacy Council	10,000
Boys & Girls Club	5,000
Communities in Schools	3,000
Smoke & Carbon Monoxide Detectors	2,500
Fan Distribution	<u>2,500</u>
 TOTAL EXPENDITURES	 <u>\$302,015</u>
 BALANCE	 <u><u>\$0</u></u>

\* The accounting year for the Community Development Block Grant Program is June 1-May 31.

**Other Funds**  
**Replacement Fund-Estimated Revenues**

REPLACEMENT FUND  
ESTIMATED REVENUES  
2013

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>BUDGET</u> <u>2010</u>
	<u>MISCELLANEOUS</u>	
18-5110-00-00	Interfund Transfer	\$56,000
18-5112-00-00	Payment for Equipment Costs	<u>8,000</u>
	GRAND TOTAL	<u>\$64,000</u>

**Other Funds**  
**Replacement Fund-Estimated Expenditures**

REPLACEMENT FUND  
ESTIMATED EXPENDITURES  
2013

<u>ACCT</u>	<u>DEPARTMENT</u>	<u>BUDGET</u> <u>2013</u>
	<u>WATER &amp; SEWER ENTERPRISE FUND:</u>	
40-06	Water Billing	<u>\$40,000</u>
	Subtotal	<u>\$40,000</u>
	GRAND TOTAL	<u><u>\$40,000</u></u>

Replacement Fund-Revenue & Expenditure Summary

REPLACEMENT FUND  
REVENUE AND EXPENDITURE SUMMARY  
2013

OPENING BALANCE - 1/1/13 (CASH) \$0

ESTIMATED REVENUE:

Interfund Transfer \$56,000

Payments from Departments 8,000

TOTAL REVENUE 64,000

ESTIMATED EXPENDITURES:

Water & Sewer Enterprise Fund:

Water Billing \$40,000

Subtotal 40,000

TOTAL EXPENDITURES 40,000

ESTIMATED CLOSING BALANCE - 12/31/13 \$24,000

Replacement Fund-Expenditure Budget Detail

REPLACEMENT FUND  
EXPENDITURE BUDGET DETAIL.

2013

**Water & Sewer Enterprise Fund:**

**Water Billing**

2 Light Duty Pickups

\$40,000

Total Water & Sewer Enterprise Fund

40,000

Total Replacement Fund Expenditures

\$40,000

# CAPITAL OUTLAY

*This section of the 2013 Budget contains a separate listing of expenditures in departmental budgets for capital assets. These are things the City will purchase or improvements to city facilities or infrastructure that cost a considerable amount of money and are intended to last a long time. Examples are equipment purchases, street improvements and water/sewer line improvements.*

2013 BUDGET  
CAPITAL OUTLAY DETAIL

<u>ACCT</u>	<u>DEPARTMENT/DIVISION-DESCRIPTION</u>	<u>BUDGET</u> <u>2013</u>
<u>GENERAL FUND</u>		
<u>GENERAL GOVERNMENT-INFORMATION TECHNOLOGY</u>		
01-0420-01-05	DATA PROCESSING IMPROVEMENTS	
	OFF SITE BACK UP SYSTEM	\$35,000
	DATA PROCESSING IMPROVEMENTS	\$23,100
		\$58,100
01-0421-01-05	COMPUTER REPLACEMENT	\$14,000
		\$72,100
<u>FINANCE-ACCOUNTING</u>		
01-0440-02-02	OTHER MACHINERY & EQUIPMENT	
	COPIER	\$5,000
		\$5,000
<u>POLICE-PATROL</u>		
01-0425-03-03	CARS & TRUCKS	
	MOTORCYCLES	\$10,000
01-0460-03-03	LEASE/PURCHASE PAYMENTS	\$232,625
		\$242,625
<u>FIRE-EMERGENCY MEDICAL SERVICES</u>		
01-0460-04-03	LEASE/PURCHASE-AMBULANCE	\$45,000
		\$45,000
<u>PUBLIC WORKS-STREET MAINTENANCE</u>		
01-0408-05-02	STREET IMPROVEMENTS	\$750,000
01-0410-05-02	BRIDGES & CULVERTS REPLACEMENT PROGRAM	\$10,000
01-0416-05-02	IMPROVEMENTS-DRAINAGE	\$5,000
		\$765,000
<u>EVENT FACILITIES-CONVENTION CENTER</u>		
01-0426-08-02	FURNITURE & FIXTURES	\$5,000
		\$5,000

Capital Outlay

<u>ACCT</u>	<u>DEPARTMENT/DIVISION-DESCRIPTION</u>	<u>BUDGET 2013</u>
	<u>LIBRARY</u>	
01-0414-09-00	BOOK PURCHASE PROGRAM	<u>\$52,500</u>
	<u>PARKS &amp; RECREATION-PARKS</u>	
01-0425-14-04	CARS & TRUCKS	<u>\$29,500</u>
	<u>PARKS &amp; RECREATION-GOLF COURSE</u>	
01-0460-14-06	GOLF CARTS-CAPITAL LEASE	<u>\$15,200</u>
	<b>SUB-TOTAL GENERAL FUND</b>	<u>\$1,231,925</u>

Capital Outlay

<u>ACCT</u>	<u>DEPARTMENT/DIVISION-DESCRIPTION</u>	<u>BUDGET</u> <u>2013</u>
<b><u>WATER &amp; SEWER ENTERPRISE FUND</u></b>		
<b><u>WATER PRODUCTION</u></b>		
40-0440-20-02	OTHER MACHINERY & EQUIPMENT HIGH SERVICE PUMP	<u>\$16,000</u>
<b><u>DISTRIBUTION/COLLECTION</u></b>		
40-0411-20-03	SEWER MAINS & SERVICES	\$65,700
40-0412-20-03	WATER MAINS & SERVICES	\$54,350
40-0440-20-03	OTHER MACHINERY & EQUIPMENT TRI POD LASER	\$5,500
40-0442-20-03	ANNUAL MANHOLE REHAB	<u>\$25,000</u>
		<u>\$150,550</u>
<b><u>WASTEWATER TREATMENT</u></b>		
40-0412-20-04	INPROVEMENTS-WASTEWATER T P COMPLETE INSTALLATION OF SCADA	\$2,635
	NORWOOD LIFT STATION DISCHARGE LINE REPLACEMENT	\$24,000
	REPLACE INFLUENT LIFT STATION PUMP	\$29,970
	SPECTRO PHOTO METER	\$8,845
		<u>\$65,450</u>
<b><u>WATER BILLING</u></b>		
40-0458-20-06	EQUIPMENT REPLACEMENT FUND	<u>\$8,000</u>
	<b>SUB-TOTAL WATER &amp; SEWER ENTERPRISE FUND</b>	<u>\$240,000</u>
	<b>TOTAL CAPITAL IMPROVEMENTS</b>	<u><u>\$1,471,925</u></u>