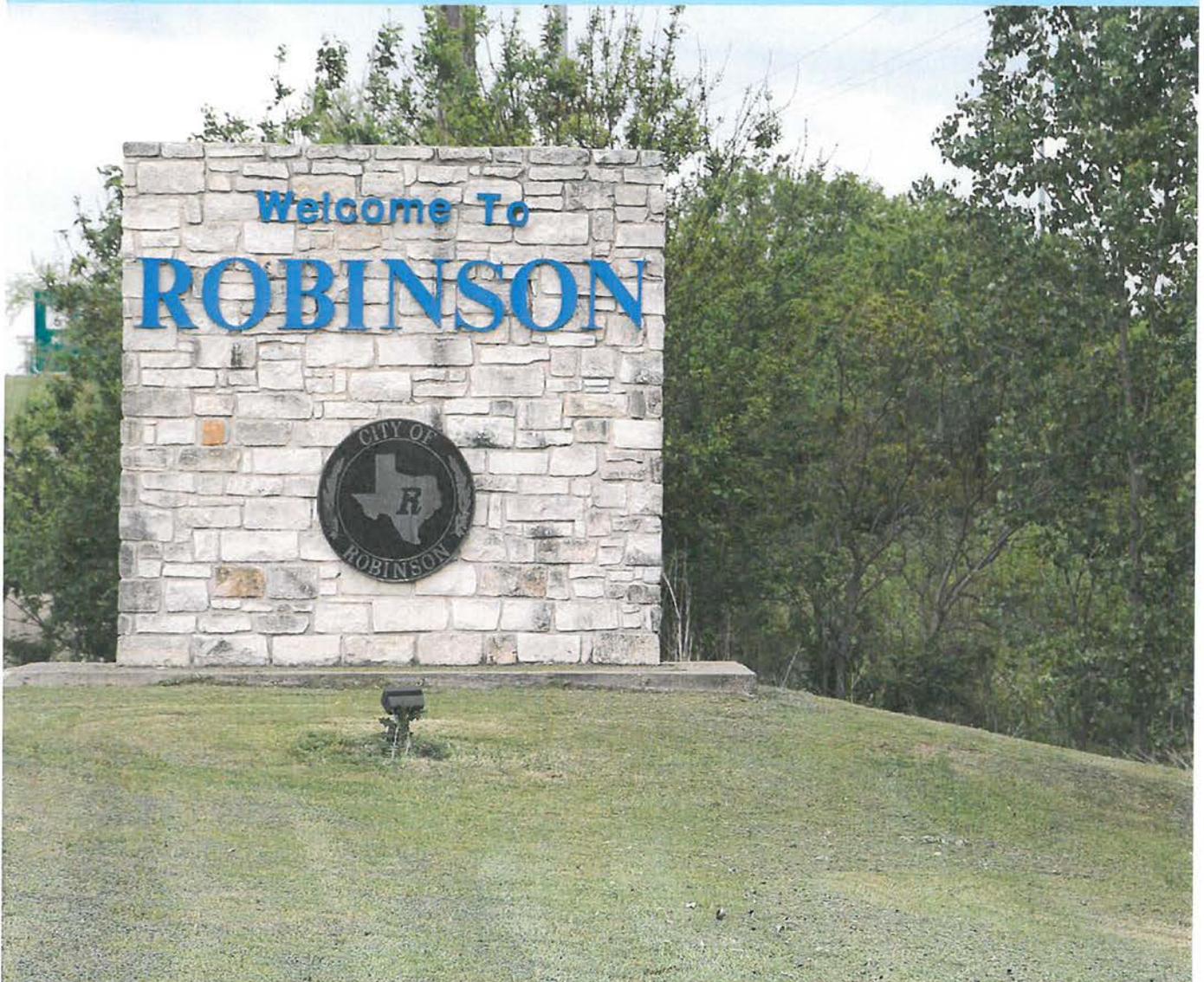


CITY OF ROBINSON
ANNUAL BUDGET

2016-2017



ROBINSONTEXAS.ORG

City of Robinson Fiscal Year 2016-2017 Annual Budget July 29, 2016

This budget will raise more revenue from property taxes than last year's budget by an amount of \$271,294, which is a 7.98 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$66,943.

The members of the governing body voted on the budget as follows:
FOR:

AGAINST:

PRESENT and not
voting:

ABSENT:

Property Tax Rate Comparison

	2016-2017	2015-2016
Property Tax Rate:	\$0.499500/100	\$0.505321/100
Effective Tax Rate:	\$0.468849/100	\$0.468162/100
Effective Maintenance & Operations Tax Rate:	\$0.346143/100	\$0.334736/100
Rollback Tax Rate:	\$0.503473/100	\$0.513790/100
Debt Rate:	\$0.124945/100	\$0.133426/100

Total debt obligation for City of Robinson secured by property taxes is \$40,215,000. This includes \$28,340,000 of outstanding municipal debt obligations considered self-supporting. Self-supporting debt is currently secured by water and wastewater revenues. In the event such amounts are insufficient to pay debt service, the City will be required to assess an ad valorem tax to pay such obligations.

Fiscal Year 2016-17 Debt Service Requirements:

x Supported Debt - \$11,875,000
Self-Supporting Debt - \$28,340,000

CITY OF ROBNSON

FY 2016-2017

**ORIGINAL TOWN PLAT FILED - 1873
INCORPORATED UNDER THE GENERAL
LAWS OF TEXAS - 1955
ADOPTED HOME RULE CHARTER - 1999**

CITY COUNCIL

**BERT ECHTERLING, MAYOR
JAMES MASTERGEORGE, MAYOR PRO-TEM
DOYE BAKER, COUNCIL MEMBER
STEVE JANICS, COUNCIL MEMBER
VERNON LEUSCHNER, COUNCIL MEMBER
JIMMY ROGERS, COUNCIL MEMBER
JEREMY STIVENER, COUNCIL MEMBER**

SENIOR STAFF

**CRAIG LEMIN, CITY MANAGER
KAREN SANCHEZ, FINANCE DIRECTOR
JANA LEWELLEN, CITY SECRETARY
DESTINY DELILLO, COMMUNICATIONS DIRECTOR
GREG HOBBS, WATER UTILITIES DIRECTOR
DALE PATTILLO, PURCHASING DIRECTOR
KIM WEST, HUMAN RESOURCES DIRECTOR**

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**City of Robinson, Texas
Annual Budget
Fiscal Year 2016-2017**

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City of Robinson

111 West Lyndale □ Robinson, TX 76706-5619
Phone (254) 662-1415 □ Fax (254) 662-1035

July 29th, 2016

Honorable Mayor, Mayor Pro-Tem and Council:

I am pleased to present the Fiscal Year 2016-17 annual budget for the City of Robinson. The budget is a means of presenting overall plans for accomplishing municipal objectives during the upcoming year. The expenditure levels that are ultimately approved will act as a control on overall spending for City programs, services and projects. The budget indicates the probable cost of the various programs, policies and projects to be carried forth by the City during FY 2016-2017.

The budget is presented after many hours of study and review by department heads and management staff. Being that this is my first budget with the City, and having a short period of time on the job, my basic approach in preparing this budget was to maintain levels of service and make improvements where possible. During my brief time here, I have found the City is on a solid financial foundation and this budget will maintain that foundation.

Overview

The budget represents my recommendation and projections for the coming year with an effort to look to the future. From meetings with the Council and Staff I have developed the following objectives to be accomplished during FY 2016-17:

- Maintain and where possible, improve current levels of service to meet demands.
- Improve responsiveness and overall customer service.
- Develop a more efficient organizational structure that utilizes the experience and skills of the current staff.
- Continue implementation of the Capital Improvement Plan.
- Develop financial policies that guide future decision makers.
- Provide the tools necessary for employees to safely do the job.
- Develop a work place that is attractive to future applicants.
- Address infrastructure issues to improve transportation and drainage around the City.
- Maintain the City's financial reserves to enhance overall financial stability.
- Continue to implement the City's long term vision.

Revenues for the FY 2016-17 budget are estimated by evaluating the current state of the economy, identifying trends in different revenue sources and using estimates from other government entities. Staff used recent trends created by the current economic conditions as well as past actual collections from the previous five years to create trends in the City's various revenue sources in order to come up with reasonable revenue estimates. Property appraisals

from the McLennan County Appraisal District were used to estimate this year's property tax revenue and comprise the only estimates from other governments used to determine revenues. Revenues in the Water and Wastewater Fund were estimated after evaluating the new rates previously scheduled to be implemented this year, identifying consumption averages, and determining actual increases in the amount of accounts due to recent growth along with projections for the coming year.

Highlights

- Appraised ad valorem property values increased \$61,424,870.
- Minimal increases are projected in sales taxes and franchise fees.
- All current service levels are maintained or expanded.
- Funding for the City's merit pay plan is included.
- Additional funding totaling \$22,677 is included to change the TMRS plan from a 25 year plan to a 20 year plan.
- Reorganization of staff within the General, Water and Wastewater Funds.
- Lowering of the ad valorem property tax rate of \$0.4995 which will result in an increase of \$267,615 in property tax revenue.
- Implementation of the water and sewer rates previous established and scheduled.
- Capital purchases include a Gradall for use by the Street, Water Distribution and Wastewater Departments, a new SUV patrol vehicle for the Police Department, one new pickup each for the Water Distribution and Wastewater Departments, and a new computer server for Police Department car and body camera video storage.
- An increase in Water Fund annual debt service to cover the cost of the 2016 COs issued in July.
- Continuation of the projects funded within the Water and Wastewater Capital Improvement plans.

Property Values and Tax Rates

Taxable value for this year is \$734,885,292 which is an increase of \$61,424,870 (9.12%) from last year's final total of \$673,460,422. This increase includes \$13,402,020 in new construction.

A combined tax rate of \$0.4995 per \$100 is proposed for FY 2016-17, with \$0.374555 allocated to the General Fund for operations and maintenance (O&M) and \$0.124945 allocated to debt service. The proposed rate is 0.5821 cents below the current rate of \$0.505321. The \$0.124945 rate allocated to debt service will generate \$918,202. The \$0.374555 rate allocated to operations and maintenance will generate \$2,752,550. The proposed rate is 3.07 cents above the effective rate of \$0.4688 and is 0.3973 cents below the roll back rate of \$0.503473.

General Fund

Revenues

The proposed General Fund budget provides for estimated revenues of \$5,735,662 during FY 2016-17. This reflects an increase of \$184,069 (3.32%) above the FY 2015-16 budget. Transfers in the amount of \$46,407 bring total available revenues for operations to \$7,371,958.

General Fund revenue from current ad valorem taxes is projected to be \$2,752,550 in FY 2016-17 based on a net taxable value of \$734,885,292 as provided by the McLennan County Appraisal District. Property values increased \$61,424,870 from 2015 values.

Sales tax revenue is estimated at \$1,346,171 in FY 2016-17, which is an increase of \$26,684 over the 2015-16 budgets. This increase is based on recent trends in sales tax collections.

Franchise fees are projected at \$550,000 based on an average of collections over previous years combined with the current year projection.

Court fees are anticipated to be \$250,718 in FY 2016-17 with \$120,718 of that expected to be remitted to the State of Texas.

Within the General Fund, ad valorem taxes, sales taxes, franchise fees, sanitation fees and court fees account for 97.6% of the total revenue.

Expenditures

The General Fund expenditure budget for FY 2016-17 is \$6,102,679. The proposed amount reflects an increase of \$314,923 (5.4%) from the FY 2015-16 approved budget.

The budget maintains current staffing levels within the General Fund. The position of Purchasing Director is being reclassified to Community Services Director. This position will oversee streets, drainage, the park and City facilities and properties except those belonging to the Water and Wastewater Funds. In addition, an Administrative Assistant position that was created to support the City Manager's Office is being reclassified to Accounting Analyst and will be assigned to Finance. Finally, the Traffic Operations Superintendent position, which has been funded in the Wastewater Department budget, is being moved to the Street Department which resulted in the elimination of an open street assistant position.

Increases in expenditures to the fund include the City's merit pay program, TMRS increases which include changing from 25 year to 20 year retirement, inflationary costs, and capital purchases which include a Gradall, Police SUV and a Police Department video storage server.

The ending fund balance is expected to increase to \$2,491,346.

Debt Service Fund

Total debt service for outstanding obligations is \$922,956. Along with Agent Fees, the total debt service cost is \$925,706. To finance this debt obligation, the budget provides for estimated ad valorem taxes of \$918,202, delinquent tax revenue, penalties & interest of \$5,700, and interest income of \$1,800. A fund balance of \$122,764 is projected for the end of FY 2016-17. The I&S portion of the tax rate is proposed at \$0.124945.

Water and Wastewater Rates

The City of Robinson adopted a 5-year water and wastewater rate plan in 2013 which was revised in 2014 and 2015. The plan was adopted to fund approximately \$25 million in needed system improvements.

The plan requires that each year the City adopt the scheduled rate effective October 1st of each year to fund the debt issued for the system improvements. The rate increases for water and wastewater consist of the following:

<u>Water</u>	<u>Current</u>	<u>Oct 2016</u>	<u>Oct 2017</u>	<u>Oct 2018</u>	<u>Oct 2019</u>
Residential Monthly Base Charge	\$ 42.43	\$ 46.25	\$ 50.41	\$ 54.94	\$ 56.59
(1st 10,000 gallons)	\$ 4.53	\$ 4.93	\$ 5.38	\$ 5.86	\$ 6.04
(10,001 and above)	\$ 4.75	\$ 5.18	\$ 5.65	\$ 6.15	\$ 6.34
Base Commercial Charge 3/4"	\$ 46.72	\$ 50.92	\$ 55.50	\$ 60.50	\$ 62.31
(1st 10,000 gallons)	\$ 4.67	\$ 5.09	\$ 5.55	\$ 6.05	\$ 6.23
(10,001 and above)	\$ 4.89	\$ 5.34	\$ 5.82	\$ 6.34	\$ 6.53
<u>Wastewater</u>					
Residential Monthly Base Charge	\$ 39.74	\$ 41.73	\$ 42.98	\$ 44.27	\$ 45.59
(Avg water use Dec, Jan, Feb)	\$ 0.74	\$ 0.77	\$ 0.80	\$ 0.82	\$ 0.85
Base Commercial Charge 3/4"	\$ 42.93	\$ 45.07	\$ 46.43	\$ 47.82	\$ 49.25
(per 1,000 gallons)	\$ 0.81	\$ 0.85	\$ 0.87	\$ 0.90	\$ 0.93

Water Fund

Revenues

Total Water Fund revenues of \$4,878,462 have been projected for FY 2016-17. This reflects an increase of \$382,806 above the estimated FY 2015-16 total of \$4,495,656. The proposed increase is due to the scheduled rate increase and an increase in total utility accounts.

Expenses

Total expenses for the Water Fund are projected at \$4,511,894 which is \$521,562 more than the FY 2015-16 budgeted amount of \$3,990,332. The increase is primarily due to higher debt service payments including the 2016 CO issue for the construction of reservoir #2 which added \$428,375.

Total operating expenses for FY 2016-17, excluding debt service, have been proposed at \$2,620,128, which is increase of \$85,115 over the FY 2015-16 budget. Increases are mainly due to the purchase of pickup for Water Distribution and the Water Fund's share of the Gradall purchase.

One staffing change is being recommended that applies to the Water Wastewater Funds. The proposal is to upgrade the Water System Director position to Utility System Director. The new position will oversee all water and wastewater operations and capital projects. The cost of the position, which will be approximately \$20,000 more than the current, will be split between the Water and Wastewater Funds.

The fund has a projected ending balance of \$2,203,712.

The budget does include a transfer of \$266,060 to the General Fund to cover the Water Fund's share of administrative costs.

Wastewater Fund

Revenues

Total revenue for FY 2016-17 is projected at \$2,071,316 which is an increase of \$172,228 above the FY 2015-16 estimated amount of \$1,899,088. The proposed increase is due to the scheduled rate increase and an increase in total utility accounts.

Expenses

Total expenses for the Wastewater Fund are projected at \$1,659,694 which is \$53,267 more than the FY 2015-16 budgeted amount of \$1,606,427. Increases are due to capital equipment purchases and inflationary increases.

Total operating expenses for FY 2016-17, excluding debt service, have been proposed at \$977,786, which is increase of \$50,948 over the FY 2015-16 budget. Increases are mainly due to the purchase of pickup and the Wastewater Fund's share of the Gradall purchase.

Several staffing changes are being recommended in the Wastewater Fund. One proposal is the upgrade the Water System Director described above. The other is the transfer of the Traffic Operations Superintendent to the General Fund. The third is the elimination of the Public Works Director which was fully funded in the fund and the creation of an additional Wastewater Field Assistant position. The net result of these changes is a \$18,326 reduction of total personnel costs.

The fund has a projected ending balance of \$1,056,863.

The budget does include a transfer of \$112,327 to the General Fund to cover the Water Fund's share of administrative costs.

Special Purpose Funds

Special Purpose Funds are used to account for resources associated with a specific purpose and include the Hotel/Motel Fund, the Court Technology Fund, Municipal Court Building Security Fund and the Juvenile Case Manager Fund.

The Hotel/Motel Tax Fund projected revenues are \$22,046. Expenditures are \$4,000 for promotion of the Robinson Festival. The projected ending fund balance is \$131,515. Revenue projections are based on previous year occupancy rates.

Court Technology Fund revenue is projected at \$3,875. Expenditures are projected at \$5,600 which includes court related computer system fees and the technology supplies. The ending balance is projected at \$10,236.

Revenues in the Municipal Court Building Security Fund are estimated for the year at \$3,661. Expenditures are projected at \$3,000 to security related supplies. The ending balance is projected to be \$16,343.

The Juvenile Case Manager Fund revenue is estimated at \$6,058. Expenditures are projected to be \$4,845 to cover case manager salary and FICA. The ending balance is estimated at \$66,143.

Capital Projects

Capital Projects currently consists of street projects. Currently \$4,703,533 is available for street projects. Since we are still developing a revised street program, no projects are listed at this time. Once a program is determined, we will amend the budget to include the recommended streets.

Water Fund capital projects consist of those projects outlined in the Water CIP. Currently there is \$15,773,997 available for water projects. Upcoming projects include the Middle Pressure Plane Elevated storage tank, elevated storage tank rehabilitation, water treatment plant expansion design, Hillview improvements and reservoir # 2 design and construction.

Wastewater Fund capital projects are those projects outlined in the Wastewater CIP. There is currently \$5,907,525 available for wastewater projects. Upcoming projects include the Lyndale lift station, the WMARSS transfer/LaSalle lift station and Greig Drive force main.

Summary

All indications are that the regional economy will remain healthy. Moderate growth is continuing in the area and with it come both benefits and challenges for the future. We will need to plan and prepare for the future to ensure growth is a positive for the City of Robinson.

Putting together this budget has helped me gain valuable insight into the current conditions in the city and within the city government. My hope is that this time next year I will have a greater understanding of all the various issues around the city as well as the desires of the community as to their hopes for the future. There's a great deal of work ahead, but this budget is the first step.

I want to thank all the staff members who contributed to this year's challenging and compressed budget process, especially Jana Lewellen, Destiny Delillo and finally, Karen Sanchez, who patiently assisted me with my many requests for information. In addition, all of the Department Heads worked diligently to identify needs and make realistic requests for the coming year. I want to thank them for their efforts.

Respectfully submitted,



Craig Lemin
City Manager



**Budget Information
&
Financial Policies**

City of Robinson 2016 Budget Calendar

April - May	Mailing of notices of appraised value by chief appraiser
April 30	The chief appraiser prepares and certifies to the tax assessor for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.
May 15	Deadline for submitting appraisal records to ARB
May 16 - June 24	City staff submits departmental budgets
July 18	City Council Preliminary Budget workshop (City Hall, 6:00 p.m.)
July 20 – Aug 30	Deadline for ARB to approve appraisal records
July 25, 2016	Deadline for chief appraiser to certify rolls to taxing units (Tax Code 26.01)
July 29	Calculation of effective and rollback tax rates (Tax Code 26.04)
July 29	File budget with the City Secretary's Office. (Preliminary)
July 29	Budget books to the City Council
July 29	72-hour notice for meeting (<i>Open Meetings Notice</i>)
August 2	City Council meeting of governing body to discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule public hearing
August 6	City Council Budget Work Shop (City Hall, 9:00 a.m.)
August 13	City Council Budget Work Shop (City Hall, 9:00 a.m.) – If Needed
August 19	Publish: <i>Notice of 2015 Tax Year Proposed Property Tax Rate</i>
August 26	72-hour notice for public hearing (<i>Open Meetings Notice</i>)
August 30	<i>First Public Hearing on Tax Rate</i>
September 2	72-hour notice for second public hearing (<i>Open Meetings Notice</i>) and <i>Notice of Tax Revenue Increase on Website.</i>

September 6 ***Second Public Hearing Tax Rate and Public Hearing on the Budget*** (Tax rate hearing may not be earlier than 3 days after the first public hearing); schedule and announce meeting to adopt the tax rate 3-14 days from this date.

September 9 72-hour notice for the meeting at which the governing body will adopt the tax rate (*Open Meetings Notice*)

September 13 Meeting to adopt tax rate and budget. **Meeting is 3 to 14 days** after the second public hearing. Taxing unit must adopt the tax rate by September 29 or 60 days after receiving certified appraisal roll, whichever is later.

Financial Policies

INTRODUCTION

The City of Robinson, Texas financial policies set forth the basic framework for the fiscal management of the City. These policies are developed within the parameters established by applicable provisions of the Texas Government Code and the City of Robinson Charter. The policies are intended to assist the City Council and City staff in evaluating current activities and proposals for future programs. In addition, the policies serve as a tool to help the City create a balanced budget, which the City defines as a budget in which estimated income, plus funds available from prior years, equals proposed expenditures. These policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

ANNUAL BUDGET

1. The fiscal year of the City of Robinson shall begin on the first day of October and shall end the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year for the City.
2. The City Manager, at least sixty days prior to the beginning of each fiscal year, shall submit to the City Secretary a proposed budget which shall contain the following:
 - a. A budget message explaining in both fiscal terms and in terms of the work programs submitted which shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year financial policies, expenditures and revenues, with reasons for such changes. It shall also summarize the City's debt position and include any other material the City Manager deems desirable.
 - b. A complete financial plan of all city funds and activities for the ensuing fiscal year.
 - c. A clear summary of its contents.
 - d. Detail the following:
 - 1) estimated income,
 - 2) proposed property tax levy,
 - 3) proposed expenditures including debt service, and
 - 4) shall be arranged to show comparative figures for actual and estimated income and expenditures of the current year and actual income and expenditures of the preceding year.

3. At least one public hearing shall be conducted before the Council, allowing interested citizens to express their opinions concerning any item or the amount of any item therein contained.
4. Following the public hearing, the City Council may adopt the budget with or without amendment, except that it cannot be adopted during the meeting in which the public hearing was held. No amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior year.
5. The budget shall be finally adopted, on one reading, by the fifteenth (15th) day of September, or as soon thereafter as practical. Adoption of the budget shall require an affirmative vote of at least a majority of the of all members of the council. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated. Should the Council take no final action on or prior to the twenty-seventh (27th) day of September, the budget as submitted by the City Manager shall be deemed to have been adopted by the Council.
6. Upon final adoption, the budget shall be in effect for the budget year. A copy of the budget as adopted shall be filed with the City Secretary and the County clerk of McLennan County. The City Secretary shall reproduce sufficient copies for the use of all offices, departments and agencies.
7. From the effective date of the budget, the amount stated in the budget as the amount to be raised by property tax shall be the amount of the property tax levy for the corresponding tax year.

BASIS OF ACCOUNTING AND BUDGETING

1. The City finances shall be accounted for in accordance with generally accepted accounting principles as established by the Governmental Accounting Standard Board.
 - a. The accounts of the City are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds maintained is consistent with legal and management requirements. Account groups are a reporting device to account for certain assets and liabilities of the government funds not recorded directly in those funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service, and Capital Project funds.

- b. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all revenues are considered to be susceptible to accrual. Ad Valorem, sales, franchise, and other tax revenue recorded in the General Fund and Ad Valorem tax revenues recorded in the Debt Service Fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenue when received in cash, because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on general long term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.
 - c. The City utilizes encumbrance accounting for its governmental fund types, under which purchase orders, contracts and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation.
 - d. The City's Proprietary Fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.
2. The City's annual budget shall be prepared and adopted on a basis consistent with the modified accrual and accrual basis for all governmental and proprietary funds except the capital projects funds, which adopt project-length budgets. Also, depreciation of fixed assets is not recognized in proprietary fund budgets. All annual appropriations lapse at fiscal year end.

BUDGET ADMINISTRATION

1. All expenses of the City shall be made in accordance with the adopted annual budget. The department level is the legal level of control enacted by the City's Charter. Budgetary control is maintained at the individual expenditure level by

the review of all requisitions of estimated purchase amounts prior to the release of purchase orders to vendors.

2. The following represents the City's budget amendment policy delineating responsibility and authority or the amendment process. At any time during the fiscal year the City Council may by resolution transfer part or all of the unencumbered appropriation balance from one department or major organizational unit to the appropriation for other departments or major organization units. The Manager may transfer part or all of the unencumbered appropriation balances among programs within a department or organizational unit and shall report such transfers to the council in writing in a timely manner. Budget amendments calling for new fund appropriations must also be approved by the City Council.

FINANCIAL REPORTING

1. Following the conclusion of the fiscal year, the City's Director of Finance shall cause to be prepared, through the City's Auditor, an Annual Financial Report in accordance with the generally accepted accounting and financial reporting principles established by the Governmental Accounting Standard Board.
2. The Annual Financial Report shall show the status of the City's finances on the basis of generally accepted accounting principles (GAAP). The Annual Financial Report shall show fund revenues and expenditures on both a GAAP basis and budget basis for the comparison purposes.
3. The Director of Finance shall issue a report to the City Council reflecting the results of operations for each completed and closed month. The report shall be issued in a timely manner.

REVENUES

1. To protect the City's financial integrity, the City will maintain a diversified and stable revenue system to shelter it from fluctuations in any one revenue source. Recognizing that sales tax is a volatile, unpredictable source of revenue, the City will attempt to balance its dependence on sales tax revenue with other revenue sources.
2. For every annual budget the City shall levy two property tax rates: maintenance/operations (M&O) and debt service (I&S). The debt service levy shall be sufficient for meeting all principal and interest payments associated with the City's outstanding tax supported debt for that budget year. The debt service levy and related debt service expenditure shall be accounted for in the Debt Service Fund. The maintenance and operation levy shall be accounted for in the

General Fund. The maintenance and operation levy shall not exceed the eight percent (8%) rollback rate as defined by the State of Texas Property Tax Code.

3. The City will maintain a policy of levying the lowest tax rate on the broadest tax base. Minimal exceptions will be provided to homeowners, senior citizens, and disabled veterans.
4. The City will establish user charges and fees at a level that attempts to recover the full cost of providing the services.
 - a. User fees, particularly utility rates, should identify the relative costs of serving different classes of customers.
 - b. Where possible, utility rates should be designed to reduce peak (hour and day) demands on the utility systems.
 - c. The City will make every reasonable effort to ensure accurate measurement of variable impacting taxes and fees (e.g. verification of business sales tax payments, verification of appraisal district property values, and accuracy of water meters).
5. The City will attempt to maximize the application of its financial resources by obtaining supplementary funding through agreements with other public and private agencies for the provision of public services or the construction of capital improvements.
6. The City will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.
7. When developing the annual budget, the City Manager shall project revenues from every source based on actual collections from the preceding year and estimated collection of the current fiscal year, while taking into account known circumstances which will impact revenues for the new fiscal year. The revenue projections for each fund should be made conservatively so that total actual fund revenues exceeded budgeted projections.

OPERATING EXPENDITURES

1. Operating expenditures shall be accounted, reported, and budgeted for in the following major categories:
 - a. Operating, Recurring Expenditures
 - i. Personnel Services
 - ii. Supplies
 - iii. Maintenance
 - iv. Other Services and Charges
 - v. Capital Replacement / Lease
 - b. Operating, Non-Recurring Expenditures

i. Capital Equipment

2. The annual budget shall appropriate sufficient funds for operating, recurring expenditures necessary to maintain established quality and scope of services.
3. The City will constantly examine the methods for providing public services in order to reduce operating recurring expenditures and enhance quality and scope of public services.
4. Personnel service expenditures will reflect the minimum staffing needed to provide established quality and scope of city services. To attract and retain employees necessary for providing high-quality services, the City shall maintain a compensation and benefit package competitive with the public, and when quantifiable, private service industries.
5. Supplies expenditures shall be sufficient for ensuring the optimal productivity of City employees.
6. Maintenance expenditures shall be sufficient for addressing the deterioration of the City's capital assets to ensure the optimal productivity of the capital assets. Maintenance should be conducted to ensure a relatively stable level of maintenance expenditures for every budget year.
7. The City will utilize contracted labor for the provision of city services whenever private contractors can perform the established level of services at a lower cost to the City. The City will regularly evaluate its agreements with private contractors to ensure the established levels of services are performed at the lowest cost to the City.
8. Capital equipment is defined as equipment that exceeds \$5,000 and has a useful life of at least one year. Existing capital equipment shall be replaced when needed to ensure the optimal productivity of City employees.
9. Expenditures for additional capital equipment shall be made only to enhance employee productivity, improve quality of services, or expand scope of services.

FUND BALANCE

1. The annual budget shall be presented to the City Council with each fund reflecting an adequate fund balance. As the financial situation allows, the goal for fund balance level will be at least ninety (90) days of that fund's annual operating expenditures. The City has, by resolution, established a minimum ninety (90) day fund balance requirement for the General Fund.
2. Fund balance that exceeds the minimum level established for each fund may, with council approval be appropriated for non-recurring capital costs or programs.

3. The City will exercise diligence in avoiding the appropriation of fund balance for recurring operating expenditures. In the event fund balance is appropriated for recurring operating expenditures to meet the needs of the community, the budget document shall include an explanation of the circumstances requiring the appropriation of and the methods to be used to arrest the future use of fund balance for operating expenditures.

FUND TRANSFERS

1. With the exceptions noted below, there will be no operating transfers between funds.
2. Annual transfers will be made from the Water and Wastewater Funds to the General fund to offset the total cost related to the administration of their funds. The total combined amount of the transfers will not exceed 45% of the Administration costs within the General Fund.
3. Fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses or when needed to satisfy debt service obligations.

DEBT EXPENDITURES

1. The City will issue debt only to fund capital projects that cannot be supported by current annual revenues.
2. Long term debt should not be used to purchase equipment that has a service life considerably shorter than the term of the debt. If debt is required to make such purchases, then shorter term funding options will be considered.
3. To minimize interest payments on issued debt, the City will maintain, whenever possible, a rapid debt retirement policy by issuing debt maturities not exceeding twenty (20) years. Retirement of debt principal will be structured to ensure constant annual debt payments.
4. The City will attempt to maintain base bond ratings (prior to issuance) of A1 (Moody's Investor Services) and A+ (Standard & Poor's, Fitch Ratings) on its general obligation debt.

CAPITAL PROJECT EXPENDITURES

1. The City will develop a multi-year plan for capital projects, which identifies all projects likely to be constructed within a five-year horizon. The multi-year plan will reflect for each project the likely source of funding and attempt to quantify the project's impact to future operating expenditures.

2. Capital projects will be constructed to:
 - a. Protect or improve the community's quality of life.
 - b. Protect and enhance the community's economic vitality.
 - c. Support and service new development.

UTILITY CAPITAL EXPENSES

1. The City will design utility rates sufficient to fund the day-to-day operations of the utility system and to maintain compliance with bond covenants associated with debt issued for utility capital projects. Whenever possible, the City will attempt to fund capital projects from unallocated Utility Fund reserves.



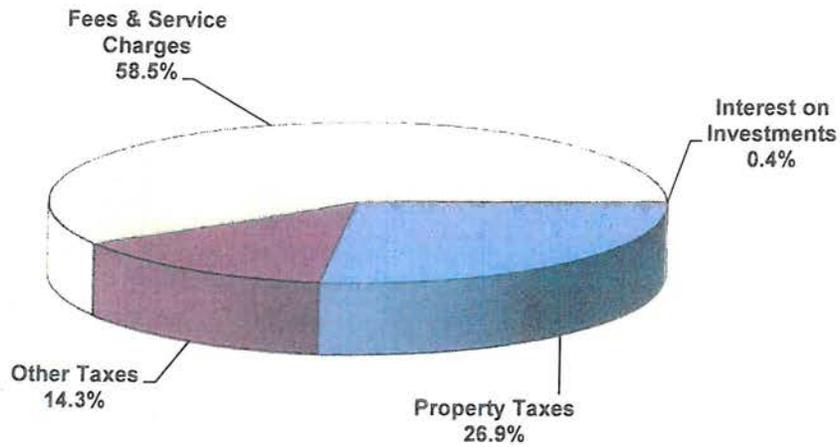
Budget Summaries

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**Combined Summary of Revenues and Expenditures/Expenses
FY 2016-17**

DESCRIPTION	GOVERNMENTAL FUNDS			PROPRIETARY FUNDS		TOTAL ALL FUNDS
	GENERAL FUND	DEBT SERVICE FUND	SPECIAL PURPOSE FUNDS	WATER FUND	WASTE WATER FUND	
BEGINNING BALANCE	2,479,976	122,768	193,217	1,903,204	786,568	5,485,733
REVENUES						
Taxes	4,671,480	923,902	21,500	-	-	5,616,882
Sanitation Charges For Service	674,764	-	-	-	-	674,764
License and Permits	38,900	-	13,400	-	-	52,300
Fines & Forfeitures	250,718	-	-	-	-	250,718
Intergovernmental	28,000	-	-	-	-	28,000
Contributions and Donations	-	-	-	-	-	-
Other Financial Services	55,000	-	-	17,000	20,000	92,000
Interest on Investments	16,800	1,800	394	24,000	9,000	51,994
Water Charges & Fees	-	-	-	4,837,462	-	4,837,462
Wastewater Charges & Fees	-	-	-	-	2,042,316	2,042,316
TOTAL REVENUES	5,735,662	925,702	35,294	4,878,462	2,071,316	13,646,436
TRANSFERS FROM OTHER FUNDS	378,387					378,387
EXPENDITURES / EXPENSES						
Personnel Services	3,751,282	-	4,845	747,868	328,141	4,832,136
Supplies	257,883	-	7,000	176,415	24,200	465,498
Maintenance	359,088	-	1,600	299,330	195,445	855,463
Other Services & Charges	1,537,444	-	4,000	1,074,815	323,100	2,939,359
Capital Outlay	184,577	-	-	321,700	106,900	613,177
Appropriations (Debt)	12,405	925,706	-	1,891,766	681,908	3,511,785
TOTAL EXPENDITURES/EXPENSES	6,102,679	925,706	17,445	4,511,894	1,659,694	13,217,418
REVENUE OVER (UNDER) EXPENDITURES/EXPENSES	11,370	(4)	17,849	366,568	411,622	807,405
TRANSFERS TO OTHER FUNDS	-	-	-	266,060	112,327	378,387
ENDING BALANCE	2,491,346	122,764	211,066	2,003,712	1,085,863	5,914,751

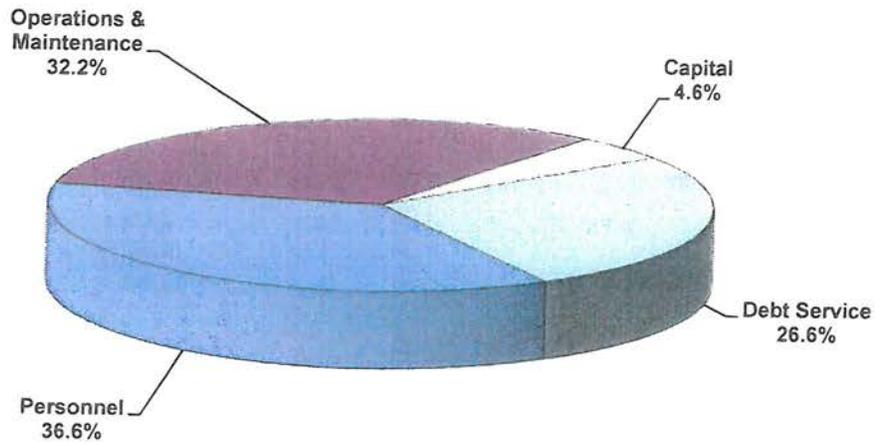
PROJECTED REVENUES 2016-17



ALL FUNDS

Property Taxes	\$	3,670,752
Other Taxes		1,946,130
Fees & Service Charges		7,977,560
Interest on Investments		51,994
	\$	13,646,436

BUDGETED EXPENDITURES/EXPENSES FY 2016-17



ALL FUNDS

Personnel	\$	4,832,136
Operations & Maintenance		4,260,320
Capital		613,177
Debt Service		3,511,785
	\$	13,217,418

AUTHORIZED PERSONNEL BY FUND AND DEPARTMENT

	FY 2015-16		FY 2016-17	
	Full Time	Part Time	Full Time	Part Time
GENERAL FUND				
Administration	7.00	-	6.00	-
Municipal Court	2.00	1.00	2.00	1.00
Street Department	7.00	-	8.00	-
Police Department	32.00	1.00	32.00	1.00
Planning Department	4.00	-	4.00	-
Community Media	1.00	-	1.00	-
SUBTOTAL	53.00	2.00	53.00	2.00
WATER FUND				
Water Administration	5.00	-	5.00	-
Water Treatment	3.00	-	3.00	-
Water Distribution	5.00	-	4.50	-
SUBTOTAL	13.00	-	12.50	-
WASTEWATER FUND				
Wastewater Department	6.00	-	5.50	-
SUBTOTAL	6.00	-	5.50	-
TOTAL CITY EMPLOYEES	72.00	2.00	71.00	2.00



General Fund Budget

**General Fund Summary
Revenues vs. Expenditures**

	Actual 2013-14	Actual 2014-15	Estimated 2015-16	Proposed 2016-17	CM Rec. 2016-17	Approved 2016-17
BEGINNING BALANCE	2,460,530	2,412,739	2,453,710	2,479,976	2,479,976	
REVENUES						
TAXES	3,968,198	4,229,736	4,415,759	4,671,480	4,671,480	-
CHARGES FOR SERVICES	640,143	647,537	655,557	674,764	674,764	-
LICENSES & PERMITS	39,611	40,151	37,000	38,900	38,900	-
FINES & FORFEITURES	245,678	227,281	240,705	250,718	250,718	-
INTERGOVERNMENTAL	30,896	25,228	28,013	28,000	28,000	-
CONTRIBUTIONS/DONATIONS	122,814	1,689	-	-	-	-
OTHER FINANCIAL SERVICES	103,729	217,449	67,116	71,800	71,800	-
TOTAL REVENUES	5,151,069	5,389,071	5,444,150	5,735,662	5,735,662	-
TRANSFERS FROM OTHER FUNDS	298,836	331,364	334,730	378,387	378,387	
EXPENDITURES						
MAYOR & COUNCIL	150,924	179,078	165,632	158,226	158,226	-
ADMINISTRATION	910,576	1,019,732	1,103,968	985,469	899,418	-
MUNICIPAL COURT	213,053	235,140	270,253	269,722	270,389	-
STREETS	468,782	547,482	537,942	786,129	797,184	-
POLICE	2,422,676	2,335,356	2,451,030	3,358,289	2,671,805	-
SANITATION	620,198	630,180	641,071	646,313	646,313	-
PHYSICAL PLANT	122,006	314,065	148,302	145,705	145,705	-
PLANNING & COMMUNITY DEV.	239,637	280,434	280,644	354,701	342,801	-
PARKS	193,753	22,442	26,590	138,900	34,900	-
TRAFFIC OPERATIONS	81,868	18,248	15,341	12,220	9,520	-
COMMUNITY MEDIA	74,223	91,104	111,841	127,251	126,418	-
TOTAL EXPENDITURES	5,497,696	5,673,261	5,752,614	6,982,925	6,102,679	-
REVENUE OVER/(UNDER) EXPENSES	(47,791)	47,174	26,266	(868,876)	11,370	-
TRANSFERS TO OTHER FUNDS		6,203	-	-	-	
ENDING BALANCE	2,412,739	2,453,710	2,479,976	1,611,100	2,491,346	-

GENERAL FUND-REVENUE

Acct #	DESCRIPTION	Actual 2013-14	Actual 2014-15	Estimated 2015-16	Proposed 2016-17	CM Rec. 2016-17	Approved 2016-17
5101	AD VALOREM TAX	2,135,334	2,326,973	2,504,560	2,752,550	2,752,550	
5102	SALES TAX	1,215,300	1,280,184	1,288,688	1,291,000	1,291,000	
5103	FRANCHISE TAX	544,462	546,125	545,000	550,000	550,000	
5121	SALES TAX REVENUE-OTHER	51,163	52,786	54,811	55,170	55,170	
5125	PENALTY & INTEREST	21,939	23,668	22,700	22,760	22,760	
	TOTAL TAXES	3,968,198	4,229,736	4,415,759	4,671,480	4,671,480	0
5210	SANITATION CHARGES	620,522	640,600	649,557	668,764	668,764	
5211	SANITATION FUEL ADJUSTMENT CHARGES FOR SERVICES	19,621	6,937	6,000	6,000	6,000	
		640,143	647,537	655,557	674,764	674,764	0
5301	PERMITS - GENERAL	34,431	35,521	32,000	33,900	33,900	
5302	GARAGE SALE PERMITS	5,180	4,630	5,000	5,000	5,000	
	TOTAL LICENSES AND PERMITS	39,611	40,151	37,000	38,900	38,900	0
5401	COURT FINES	119,628	120,989	132,000	130,000	130,000	
5402	DRUG/PROPERTY FORFEITURE	17,133	7,243	9,825	9,825	9,825	
5420	ARREST FEE	6,079	5,236	5,404	5,577	5,577	
5421	TRAFFIC	2,036	1,750	1,819	2,011	2,011	
5422	TIME PAYMENT FEE	5,512	5,136	5,344	7,083	7,083	
5423	FAIL TO APPEAR	9,577	10,037	10,095	12,652	12,652	
5424	CONSOLIDATED COURT COSTS	48,838	43,582	45,401	47,095	47,095	
5425	FUGITIVE APPREHENSION	39	42	67	91	91	
5426	JUVENILE CRIME & DEL.	3	6	6	8	8	
5427	JUDICIAL COURT PERSONNEL	15	17	24	32	32	
5428	COMPENSATION TO VICTIMS	131	127	203	272	272	
5439	CORRECTIONAL MGMT INSTITUTE	5	5	6	7	7	
5440	STATE JURY FEE	4,828	4,323	4,513	4,627	4,627	
5441	JUDICIAL FEE - COUNTY	6,450	5,758	6,003	6,177	6,177	
5442	JUDICIAL FEE - CITY	724	648	677	693	693	
5443	INDIGENT DEFENSE FEE	2,349	2,083	2,167	2,253	2,253	
5450	TX SEAT BELT FEE	737	995	808	800	800	
5451	STATE TRAFFIC FEE	20,061	17,412	14,617	19,489	19,489	
5461	CIVIL JUSTICE FEE - STATE	42	42	44	45	45	
5462	CIVIL JUSTICE FEE - COURT	5	6	0	0	0	
5463	TRUANCY PREVENTION - STATE	743	922	940	1,045	1,045	
5464	TRUANCY PREVENTION - CITY	743	922	742	936	936	
	TOTAL FINES AND FORFEITURES	245,678	227,281	240,705	250,718	250,718	0
5501	LEOSE - STATE FUNDS PD EDUC	11,900	1,985	2,013	2,000	2,000	
5555	COLLECTION AGENCY FEES - COURT	18,996	23,243	26,000	26,000	26,000	
	TOTAL INTERGOVERNMENTAL	30,896	25,228	28,013	28,000	28,000	0
5663	DONATION REVENUE - PARK	122,814	1,689	0	0	0	
	TOTAL CONTRIBUTIONS/DONATIONS	122,814	1,689	0	0	0	0
5901	INTEREST INCOME	14,763	14,634	15,000	16,800	16,800	
5902	MISCELLANEOUS INCOME	16,448	26,148	46,616	25,000	25,000	
5904	GATE FEES - CHIPPER SITE	4,367	3,887	5,500	5,000	5,000	
5905	EVENT REVENUE				25,000	25,000	
5910	SALE OF FIXED ASSETS	66,443	2,780				
5935	BULLETPROOF VEST GRANT	1,708					
5936	MORTGATE PROCEEDS		170,000				
	TOTAL OTHER FINANCIAL SERVICES	103,729	217,449	67,116	71,800	71,800	0
	TOTAL GENERAL REVENUE	5,151,069	5,387,382	5,444,150	5,735,662	5,735,662	0

Property Tax Information

TAXABLE VALUE

TAX VALUE	2015 Actual	2016 Proposed
NET TAXABLE VALUE	673,460,422	734,885,292
New Contruction Included	14,705,306	13,402,020

PROPERTY TAX CALCULATION

TOTAL TAXABLE VALUE	673,460,422	734,885,292
Proposed Tax Rate	x 0.505321	0.4995
Tax Levy	3,403,137	3,670,752
Collection Rate	x 1.0000	1.0000
NET COLLECTIONS	3,403,137	3,670,752
Collections from New Constr.	74,309	66,943
Increase (Decrease) from Previous Year		267,615

PROPERTY TAX ALLOCATIONS

TOTAL 2016 TAX RATE	O & M LEVY	DEBT SERVICE LEVY	TOTAL LEVY
\$0.499500	2,752,550	918,202	3,670,752
	@	@	@
	0.374555	0.1249	0.4995
		Effective Tax Rate	0.4688
		Amt. Over (Under) Effective Rate	0.0307
		Rollback Tax Rate	0.5035
		Amt. Over (Under) Rollback Rate	

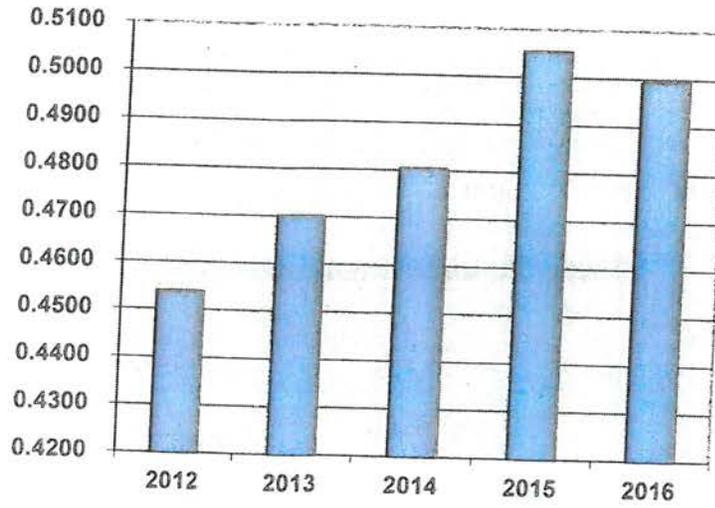
Note: The City Charter of the City of Robinson does not provide for a debt limit. Under provisions of state law, the maximum tax rate is limited to \$2.50 per \$100 assessed valuation.

Tax Rate Limit	\$	2.5000
Proposed Tax Rate	\$	0.4995
Available Tax Rate	\$	2.0005

Five Year Tax Rate Comparison

Tax Rate	2012 Actual.	2013 Actual	2014 Actual	2015 Actual	2016 Proposed
	0.4538	0.4700	0.4804	0.5053	0.4995

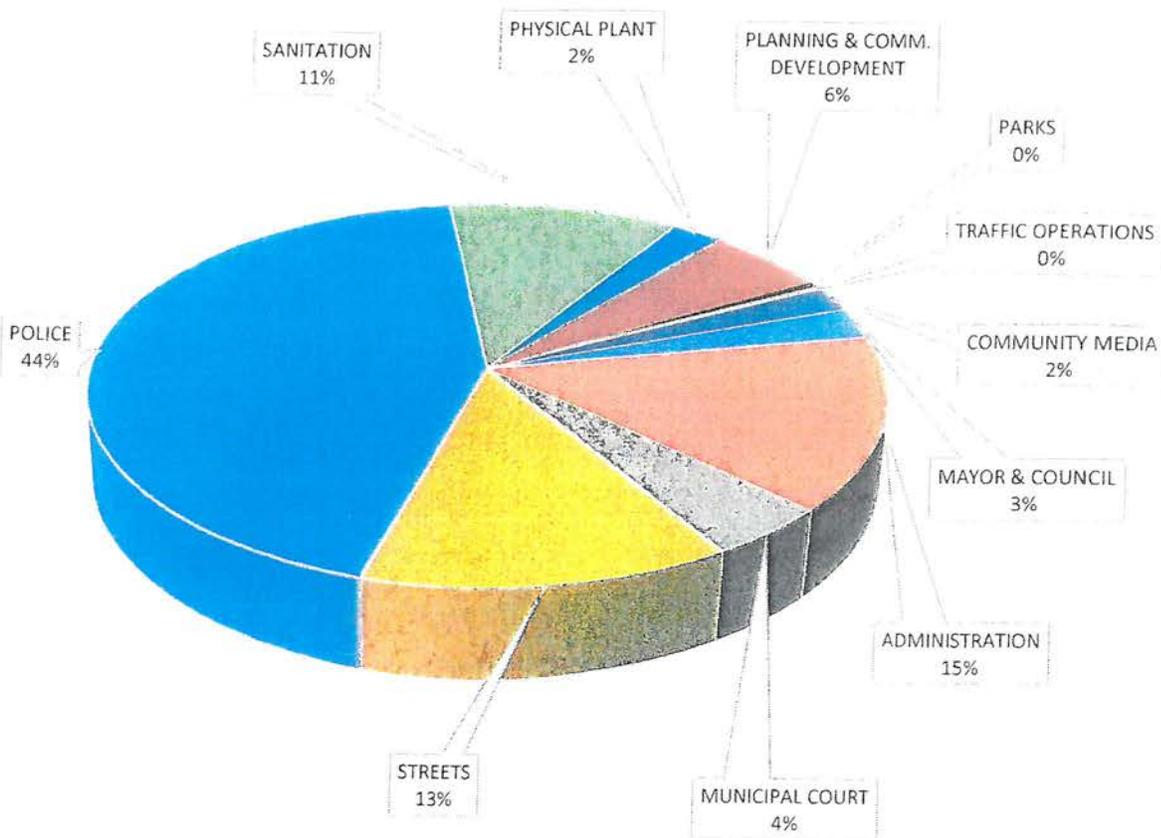
Property Tax Rates



Expenditure Summary by Department

Department	FY 13-14 <u>Actual</u>	FY 14-15 <u>Actual</u>	FY 15-16 <u>Budget</u>	FY 15-16 <u>Estimated</u>	FY 16-17 <u>Proposed</u>	FY 16-17 <u>CM Rec.</u>	FY 16-17 <u>Approved</u>
MAYOR & COUNCIL	150,924	179,078	149,052	165,632	158,226	158,226	-
ADMINISTRATION	910,576	1,019,732	1,045,277	1,103,968	985,469	899,418	-
MUNICIPAL COURT	213,053	235,140	262,572	270,253	269,722	270,389	-
STREETS	468,782	547,482	530,873	537,942	786,129	797,184	-
POLICE	2,422,676	2,335,356	2,522,805	2,451,030	3,358,289	2,671,805	-
SANITATION	620,198	630,180	652,137	641,071	646,313	646,313	-
PHYSICAL PLANT	122,006	314,065	130,905	148,302	145,705	145,705	-
PLANNING & COMM. DEVELOPMENT	239,637	280,434	335,339	280,644	354,701	342,801	-
PARKS	193,753	22,442	29,900	26,590	138,900	34,900	-
TRAFFIC OPERATIONS	81,868	18,248	16,500	15,341	12,220	9,520	-
COMMUNITY MEDIA	74,223	91,104	112,396	111,841	127,251	126,418	-
Total	5,497,696	5,673,261	5,787,756	5,752,614	6,982,925	6,102,679	-

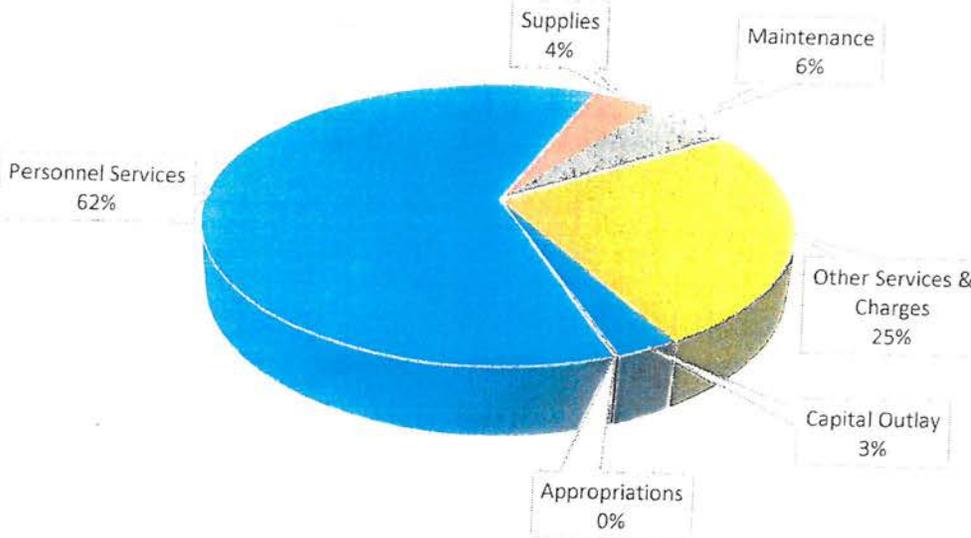
Expenditures by Department



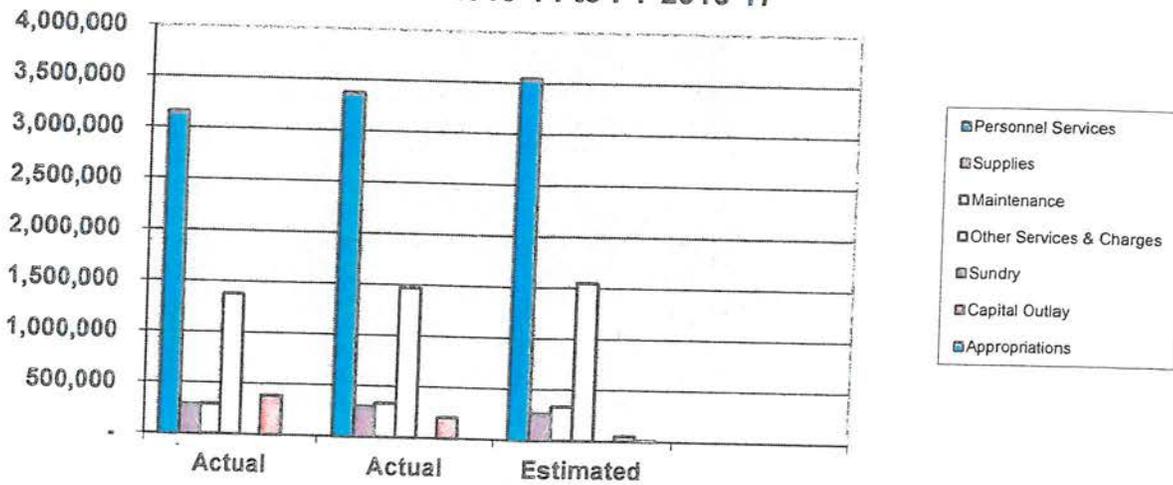
Expenditure Summary by Category

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Approved
Personnel Services	3,155,566	3,371,632	3,545,515	3,768,790	3,751,282	-
Supplies	286,543	296,026	261,298	291,783	257,883	-
Maintenance	294,730	333,193	334,204	385,448	359,088	-
Other Services & Charges	1,375,875	1,467,954	1,546,783	1,556,677	1,537,444	-
Capital Outlay	384,982	204,456	52,409	967,822	184,577	-
Appropriations	-	-	12,405	12,405	12,405	-
Total	5,497,696	5,673,261	5,752,614	6,982,925	6,102,679	-

Expenditures by Category



General Fund Expenditures FY 2013-14 to FY 2016-17



DEPARTMENT DETAIL

Consolidation

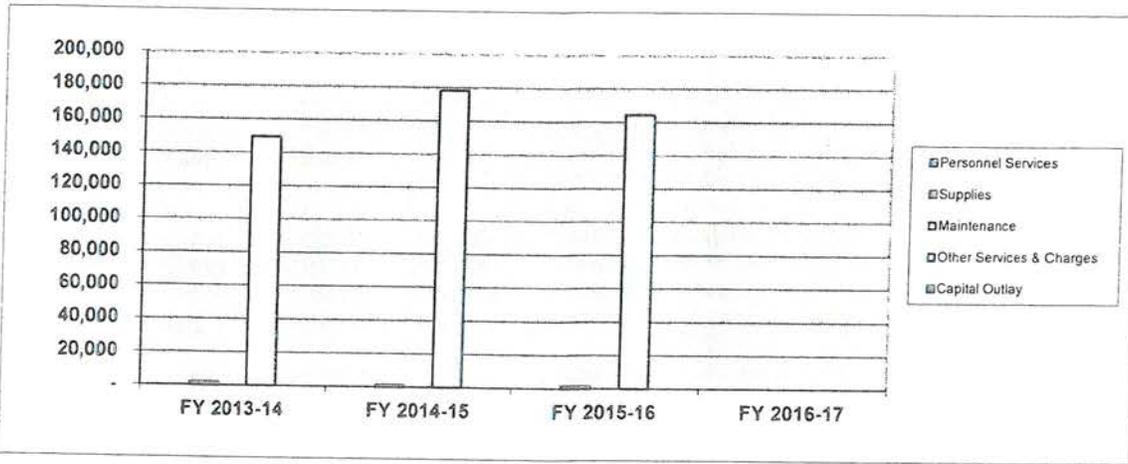
ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	2,115,963	2,204,208	2,339,932	2,510,232	2,483,043	
1005	OVERTIME	141,676	194,694	190,087	111,390	111,390	
1010	LONGEVITY	18,112	19,456	20,548	21,456	21,456	
1050	INCENTIVE	29,725	29,675	30,219	29,400	29,400	
1500	FICA EXPENSE	172,534	185,459	191,800	204,154	202,075	
1525	TMRS	281,405	319,240	340,820	387,157	402,812	
1530	MEDICAL INSURANCE	330,955	371,637	376,890	413,400	405,600	
1535	WORKERS COMPENSATION	65,196	47,263	55,219	91,601	95,506	
1550	UNEMPLOYMENT TAX	-	-	-	-	-	
	PERSONNEL SERVICES	3,155,566	3,371,632	3,545,515	3,768,790	3,751,282	
2001	NON-OFFICE SUPPLIES	107,463	148,758	94,505	22,795	22,795	
2002	POSTAL SUPPLIES/PRINTING	10,468	11,458	12,360	13,860	13,860	
2003	ANIMAL CONTROL SUPPLIES	508	292	1,000	1,000	1,000	
2005	UNIFORMS	21,027	16,149	25,720	26,875	26,875	
2006	FUEL	132,490	103,695	94,855	115,400	84,900	
2007	AMMUNITION/FD FUEL	12,494	15,024	17,858	14,679	13,479	
2008	STREET SIGNS/CULVERTS	2,093	650	15,000	11,000	9,500	
2011	OFFICE SUPPLIES				23,295	22,895	
2012	COMPUTER EQUIPMENT				17,460	17,460	
2013	TOOLS & MINOR EQUIPMENT				31,214	31,214	
2014	SAFETY EQUIPMENT				7,905	7,905	
2015	EDUCATIONAL SUPPLIES				2,000	2,000	
2016	AWARDS & TROPHIES				3,700	3,700	
2017	JANITORIAL SUPPLIES				1,100	1,100	
	SUPPLIES	286,543	296,026	261,298	291,783	257,883	
3001	MAINTENANCE - VEHICLES	75,775	49,388	47,350	59,400	56,900	
3002	MAINTENANCE - AGREEMENTS	76,870	94,844	105,854	139,188	139,188	
3004	MAINTENANCE - FACILITIES	35,167	29,319	46,000	82,860	59,000	
3005	MAINTENANCE - STREET REPAIR	49,514	70,793	75,000	60,000	60,000	
3008	MAINTENANCE - EQUIPMENT	57,404	88,849	60,000	44,000	44,000	
	MAINTENANCE	294,730	333,193	334,204	385,448	359,088	
4001	INSURANCE - PUBLIC OFFICIALS	7,456	7,926	6,928	7,300	7,300	
4002	INSURANCE - AUTO/EQUIPMENT	22,963	24,213	25,000	24,600	24,600	
4003	INSURANCE - BUILDING	2,169	5,372	4,500	5,300	5,300	
4004	INSURANCE - GENERAL LIABILITY	3,168	2,885	2,800	2,600	2,600	
4006	INSURANCE - POLICE LIABILITY	10,978	11,082	11,700	12,725	12,725	
4050	TAX ASSESSOR/COLLECTOR	9,535	9,872	10,700	10,700	10,700	
4055	McLENNAN CO. APPRAISAL DISTRICT	32,962	40,745	36,204	35,452	35,452	
4060	WACO/McLENNAN CO. PHD	16,020	16,602	16,900	17,124	17,124	
4065	ORDINANCE CODIFICATION	5,391	6,845	4,500	3,650	3,650	
4100	COMMUNICATIONS	36,983	32,607	35,635	27,491	27,491	
4125	FIRE DEPARTMENT CONTRACT	219,973	222,086	227,785	225,135	225,135	
4130	ELECTION EXPENSE	4,342	4,708	1,722	3,000	3,000	
4140	EMPLOYMENT SERVICE COSTS	2,244	276	1,400	1,000	1,000	
4145	JURY SERVICES/EMPLOYEE WELLNESS	227	-	50	200	200	
4150	UTILITIES	92,788	108,251	117,397	111,000	111,000	
4150	CONTRACTUAL - SANITATION	558,738	577,001	587,226	595,173	595,173	
4155	SALES TAX EXPENSE - SANITATION	41,519	42,111	44,845	45,140	45,140	
4165	FUEL COST SURCHARGE - SANITATION	19,941	4,629	6,000	6,000	6,000	
4200	COLLECTION AGENCY	27,046	40,545	51,713	51,713	51,713	
4202	EVENTS	2,795	15,773	28,000	40,000	40,000	
4210	UNIFORM/CLEANING ALLOWANCE	1,806	3,012	2,500	9,000	4,500	
4220	FUNDS EXPENDED/DRUG FOREITURE	-	10,754	19,086	-	-	
4225	CITIZENS ACADEMY/CRIME PREVENTION	336	530	750	2,000	2,000	

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
4300	TRAINING EQUIPMENT	556	746	3,000	2,849	2,849	
4475	LEGAL ADVERTISING	2,487	2,093	3,600	2,500	2,500	
4500	LEGAL FEES	31,110	42,774	46,000	40,000	40,000	
4550	PROFESSIONAL	29,517	31,200	44,415	42,995	42,000	
4600	AUDIT	14,500	15,000	17,000	18,000	18,000	
4605	CODE COMPLIANCE COSTS	-	-	14,000	14,000	14,000	
4770	CREDIT CARD FEES	2,872	2,976	3,062	2,500	2,800	
4775	TRAVEL (OTHER THAN EDUC)	-	1,703	-	1,000	1,000	
4780	TECHNOLOGY EXPENSE	2,409	2,406	2,500	5,635	5,635	
4802	TIME PAYMENT FEE	2,756	3,132	2,673	3,540	3,540	
4804	FAIL TO APPEAR	6,464	8,399	6,763	8,477	8,477	
4806	CONS COURT COST	118	163	265	848	848	
4808	FUGITIVE APPREHENSION	35	48	60	82	82	
4810	JUV CRIME & DELIQUENCY	3	4	5	7	7	
4812	JUD & CRT PERSONNEL TRAINING	13	18	19	29	29	
4816	COMP VICTIMS OF CRIME	118	144	186	245	245	
4832	SEATBELT FINE	737	995	404	81	81	
4834	JURY REIMBURSEMENT FEE	4,345	4,828	4,950	4,164	4,164	
4835	JUDICIAL SUPPORT FEE	6,450	7,014	4,800	6,177	6,177	
4836	INDIGENT DEFENSE FEE	2,114	2,334	1,800	2,028	2,028	
4837	CIVIL JUSTICE FEES - STATE	66	59	40	41	41	
4838	CIVIL JUSTICE FEES - COURT		10	8	8	8	
4850	OMNIBASE FEE ON TLFTA	1,314	2,694	2,648	3,700	3,700	
4851	STATE TRAFFIC FEE	19,058	20,407	19,200	18,515	18,515	
4852	CONSOLIDATED COURT COST	43,836	48,593	40,044	41,537	41,537	
4853	TRUANCY PREVENTION & DIV FUND	743	1,138	900	578	578	
4915	JANITORIAL	6,438					
4925	EDUCATION	61,595	61,763	58,700	74,860	62,000	
4930	EDUCATION - PD NON-SWORN	1,991	2,498	7,400	7,400	7,400	
4935	RECRUITING	1,218	1,137	2,800	4,078	3,400	
4950	MISCELLANEOUS	13,632	15,853	16,200	14,500	14,000	
	OTHER SERVICES AND CHARGES	1,375,875	1,467,954	1,546,783	1,556,677	1,537,444	
8001	LAND						
8002	MOTOR VEHICLES				78,006	38,977	
8003	FURNITURE & FIXTURES						
8004	MACHINERY						
8005	INSTRUMENTS & APPARATUS				116,598	120,000	
8006	COMMUNICATION SYSTEMS				647,618		
8007	COMPUTER SYSTEMS				15,600	15,600	
8021	CAPITAL OUTLAY - OTHER	384,982	204,456	52,409	110,000	10,000	
	CAPITAL OUTLAY	384,982	204,456	52,409	967,822	184,577	
9050	LOANS			12,405	12,405	12,405	
9080	DEBT SERVICE - OTHER						
9000	APPROPRIATIONS	-		12,405	12,405	12,405	
	DEPT TOTAL	5,497,696	5,673,261	5,752,614	6,982,925	6,102,679	

DEPARTMENT
611 - Mayor & City Council

EXPENDITURE
SUMMARY:

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Approved
Personnel Services	-	-	-	-	-	-
Supplies	1,541	1,045	1,400	1,000	1,000	-
Maintenance	-	-	-	-	-	-
Other Services & Charges	149,383	178,033	164,232	157,226	157,226	-
Capital Outlay	-	-	-	-	-	-
Total	150,924	179,078	165,632	158,226	158,226	-



PERSONNEL:

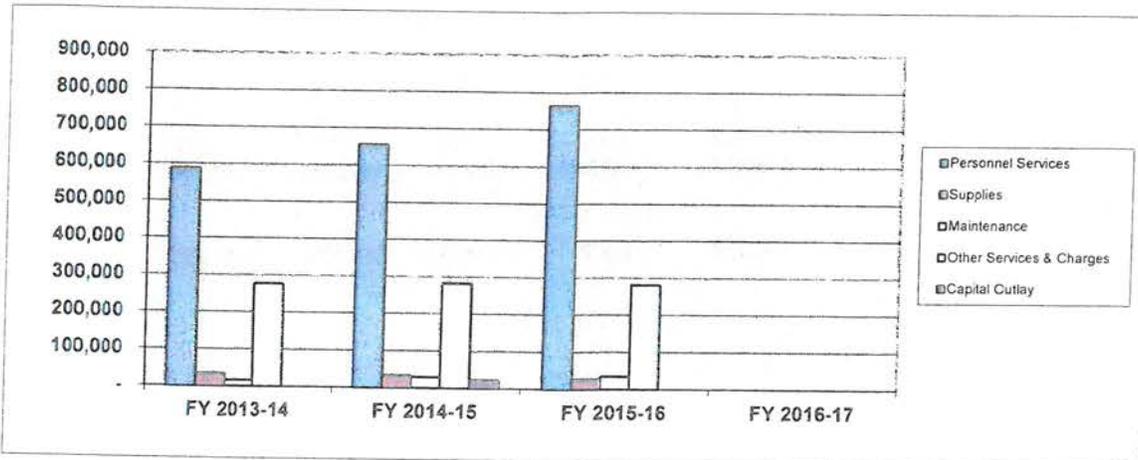
	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
Mayor	1.00	1.00	1.00	
Council Members	6.00	6.00	6.00	
Total	7.00	7.00	7.00	0.00

DEPARTMENT DETAIL
611 - Mayor & City Council

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
2001	NON-OFFICE SUPPLIES	1,541	1,045	1,400	-		
2011	OFFICE SUPPLIES				1,000	1,000	
	SUPPLIES	1,541	1,045	1,400	1,000	1,000	-
4001	INSURANCE - PUBLIC OFFICIALS	7,456	7,926	6,928	7,300	7,300	
4050	TAX ASSESSOR/COLLECTOR	9,535	9,872	10,700	10,700	10,700	
4055	McLENNAN CO. APPRAISAL DISTRICT	32,962	40,745	36,204	35,452	35,452	
4060	WACO/McLENNAN CO. PHD	16,020	16,602	16,900	17,124	17,124	
4065	ORDINANCE CODIFICATION	5,391	6,845	4,500	3,650	3,650	
4100	COMMUNICATIONS						
4500	LEGAL FEES	31,110	42,774	36,000	30,000	30,000	
4550	PROFESSIONAL	25,085	29,338	28,000	25,000	25,000	
4600	AUDIT	14,500	15,000	17,000	18,000	18,000	
4925	EDUCATION	3,871	6,419	5,000	5,000	5,000	
4950	MISCELLANEOUS	3,453	2,512	3,000	5,000	5,000	
	OTHER SERVICES AND CHARGES	149,383	178,033	164,232	157,226	157,226	-
	DEPT TOTAL	150,924	179,078	165,632	158,226	158,226	-

DEPARTMENT
612-Administration

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	585,902	654,742	763,781	640,989	557,788	-
Supplies	32,670	32,189	25,600	28,000	26,800	-
Maintenance	15,179	28,791	33,680	36,500	36,500	-
Other Services & Charges	276,825	282,210	280,907	279,980	278,330	-
Capital Outlay	-	21,800	-	-	-	-
Total	910,576	1,019,732	1,103,968	985,469	899,418	-



PERSONNEL:

	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Proposed	Actual	Proposed	CM Rec.	Budgeted
City Manager	NA	NA	1.00	1.00	1.00	
City Secretary	50,000	70,000	1.00	1.00	1.00	
Finance Director	62,000	82,000	1.00	1.00	1.00	
Human Resources Director	45,000	65,000	1.00	1.00	1.00	
Purchasing Director	36,050	61,000	1.00	1.00	0.00	
Administrative Assistant	32,000	52,000	1.00	1.00	0.00	
Accounting Analyst	32,000	52,000	0.00	0.00	1.00	
Clerical Assistant	29,000	40,000	1.00	1.00	1.00	
Total Personnel			7.00	7.00	6.00	0.00

DEPARTMENT DETAIL
612-Administration

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	390,393	452,561	537,813	469,980	405,738	
1005	OVERTIME	3,449	4,856	3,600	3,690	3,690	
1010	LONGEVITY	3,108	3,212	2,816	2,496	2,496	
1050	INCENTIVE	1,300	1,875	1,250	2,100	2,100	
1500	FICA EXPENSE	29,957	34,542	39,676	36,587	31,673	
1525	TMRS	48,646	60,271	72,758	69,384	63,139	
1530	MEDICAL INSURANCE	43,853	50,162	50,649	54,600	46,800	
1535	WORKERS COMPENSATION	65,196	47,263	55,219	2,152	2,152	
1550	UNEMPLOYMENT TAX	-	-	-	-	-	
	PERSONNEL SERVICES	585,902	654,742	763,781	640,989	557,788	
2001	NON-OFFICE SUPPLIES	10,611	14,668	12,000	3,000	3,000	
2002	POSTAL SUPPLIES/PRINTING	8,626	11,210	8,800	10,000	10,000	
2006	FUEL	7,940	2,222	1,800	2,000	2,000	
2007	FD FUEL	5,493	4,089	3,000	3,000	1,800	
2011	OFFICE SUPPLIES				4,000	4,000	
2012	COMPUTER EQUIPMENT				5,000	5,000	
2016	AWARDS & TROPHIES				1,000	1,000	
	SUPPLIES	32,670	32,189	25,600	28,000	26,800	
3001	MAINTENANCE - VEHICLES	651	297	500	1,500	1,500	
3002	MAINTENANCE - AGREEMENTS	14,528	28,494	33,180	35,000	35,000	
	MAINTENANCE	15,179	28,791	33,680	36,500	36,500	
4002	INSURANCE - AUTO/EQUIPMENT	22,963	24,213	25,000	24,600	24,600	
4004	INSURANCE - GENERAL LIABILITY	3,168	2,885	2,800	2,600	2,600	
4100	COMMUNICATIONS	4,301	3,981	2,800	1,860	1,860	
4125	FIRE DEPARTMENT CONTRACT	219,973	222,086	227,785	225,135	225,135	
4130	ELECTION EXPENSE	4,342	4,708	1,722	3,000	3,000	
4140	EMPLOYMENT SERVICE COSTS	2,244	276	1,400	1,000	1,000	
4475	LEGAL ADVERTISING	2,487	2,093	3,600	2,500	2,500	
4775	TRAVEL (OTHER THAN EDUC)	-	1,703	-	1,000	1,000	
4780	TECHNOLOGY EXPENSE	909	906	1,000	4,135	4,135	
4925	EDUCATION	12,291	19,104	12,000	12,650	11,000	
4950	MISCELLANEOUS	3,956	255	2,800	1,500	1,500	
	OTHER SERVICES AND CHARGES	276,825	282,210	280,907	279,980	278,330	
8500	CAPITAL OUTLAY - OTHER		21,800				
	CAPITAL OUTLAY	-	21,800	-	-	-	
9080	DEBT SERVICE - OTHER						
9000	APPROPRIATIONS						
	DEPT TOTAL	910,576	1,019,732	1,103,968	985,469	899,418	

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Human Resources
 Type of Budget Request: Awards

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Employee Service Awards program through Eagle Recognition. Employees will have the ability to select their service award from a catalog that is specific to their length of service. This will provide a positive change and morale booster for dedicated employees who have reached milestones in length of service to the City of Robinson. Employees eligible for a 25+ year award, will receive a deluxe box brochure that will give them a more special and professional level recognition. This Awards program will improve the City's image for staff, who will see management's efforts to provide positive change during a time of transition. This will also improve the City's image for potential job candidates by showing them the City values employees by offering a progressive program of recognition and empowering employees to select their own award.

Consequences if Request is Denied:

If this request is denied, employees will continue to receive service awards through a stale, obsolete program that does not incentivize employees who have valuable institutional knowledge. A denial to improve efforts to show employee appreciation may also hinder employees' acceptance of other organizational changes and contribute to low morale and lack of interest. Potential job candidates will see that the City utilizes an obsolete program that is not indicative of growth and progress.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 612 - 2016	1,000	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total	\$ 1,000	

Request Included Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Administration
 Type of Budget Request: City Manager Personnel Reorganization

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The Administrative Assistant position will be reclassified to Accounting Analyst and assigned to assist Finance under the direction of the Finance Director. With the size and complexity of the City's budget, we need more than two employees dealing with the day to day demands of Finance and Accounting. There is not increase in costs related to this change.

Consequences if Request is Denied:

We will continue to under utilize personnel and will prevent Finance from becoming more efficient in processing payments, reconciling accounts and producing reports in a timely manner.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
	Total	\$ _____

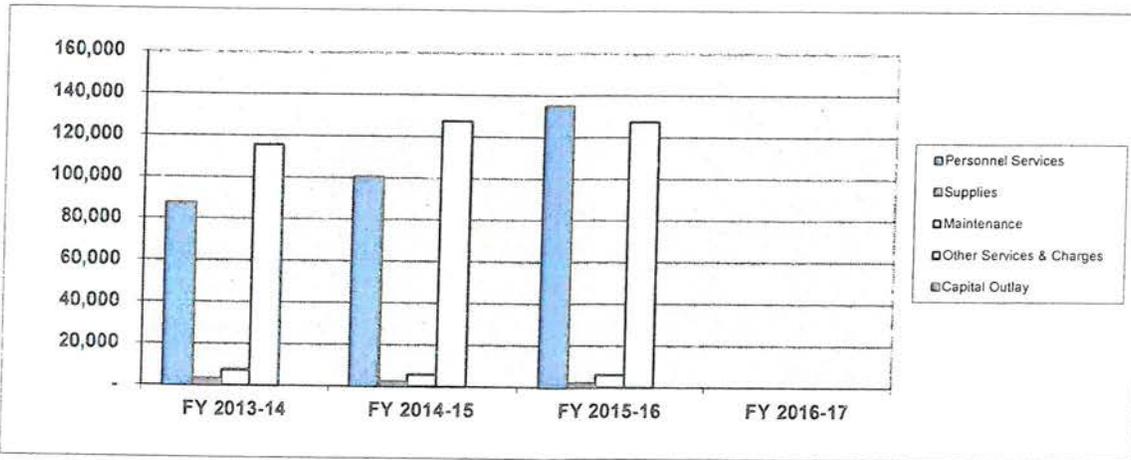
Request Included _____

Request Denied _____

City Manager Comments

DEPARTMENT
613-Municipal Court

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	87,229	100,190	135,017	128,965	129,632	-
Supplies	2,960	1,966	1,900	2,000	2,000	-
Maintenance	7,373	5,571	6,000	6,000	6,000	-
Other Services & Charges	115,491	127,413	127,336	132,757	132,757	-
Capital Outlay	-	-	-	-	-	-
Total	213,053	235,140	270,253	269,722	270,389	-



PERSONNEL:

	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Min	Max	Actual	Proposed	CM Rec.	Budgeted
Municipal Judge	15,000	18,000	1.00	1.00	1.00	
Court Clerk	29,700	40,800	1.00	1.00	1.00	
Deputy Court Clerk	27,250	37,800	1.00	1.00	1.00	
Total Personnel			3.00	3.00	3.00	0.00

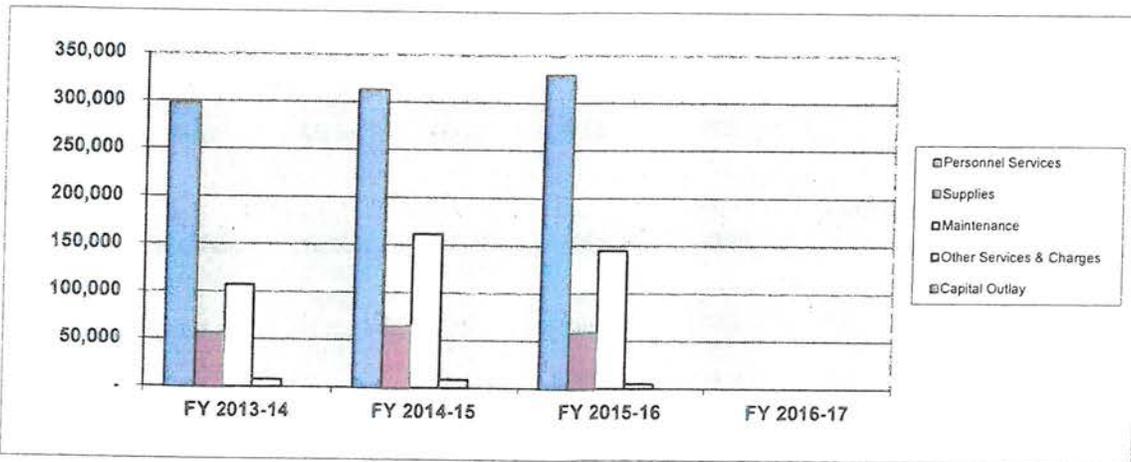
DEPARTMENT DETAIL
613-Municipal Court

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	63,239	71,278	95,316	89,108	89,108	
1005	OVERTIME	2,360	3,023	3,670	3,200	3,200	
1010	LONGEVITY	748	784	790	144	144	
1050	INCENTIVE	800	650	939	600	600	
1500	FICA EXPENSE	5,006	5,765	7,570	6,874	6,874	
1525	TMRS	6,015	7,573	13,343	13,035	13,702	
1530	MEDICAL INSURANCE	9,061	11,117	13,389	15,600	15,600	
1535	WORKERS COMPENSATION	-	-	-	404	404	
1550	UNEMPLOYMENT TAX	-	-	-	-	-	
	PERSONNEL SERVICES	87,229	100,190	135,017	128,965	129,632	-
2001	NON-OFFICE SUPPLIES	2,960	1,966	1,900			
2011	OFFICE SUPPLIES				2,000	2,000	
	SUPPLIES	2,960	1,966	1,900	2,000	2,000	-
3002	MAINTENANCE - AGREEMENTS	7,373	5,571	6,000	6,000	6,000	
	MAINTENANCE	7,373	5,571	6,000	6,000	6,000	-
4145	JURY SERVICES/EMPLOYEE WELLNESS	36	-	50	200	200	
4201	COLLECTION AGENCY	18,996	21,498	26,000	26,000	26,000	
4500	LEGAL FEES			10,000	10,000	10,000	
4770	CREDIT CARD FEES	2,393	2,334	2,521	2,000	2,000	
4780	TECHNOLOGY EXPENSE	1,500	1,500	1,500	1,500	1,500	
4802	TIME PAYMENT FEE	2,756	3,132	2,673	3,540	3,540	
4804	FAIL TO APPEAR	6,464	8,399	6,763	8,477	8,477	
4806	CONS COURT COST	118	163	265	848	848	
4808	FUGITIVE APPREHENSION	35	48	60	82	82	
4810	JUV CRIME & DELIQUENCY	3	4	5	7	7	
4812	JUD & CRT PERSONNEL TRAINING	13	18	19	29	29	
4814	COMP VICTIMS OF CRIME	118	144	186	245	245	
4832	SEATBELT/CHILD SAFETY	737	995	404	81	81	
4834	JURY REIMBURSEMENT FEE	4,345	4,828	4,950	4,164	4,164	
4835	JUDICIAL SUPPORT FEE	6,450	7,014	4,800	6,177	6,177	
4836	INDIGENT DEFENSE FEE	2,114	2,334	1,800	2,028	2,028	
4837	CIVIL JUSTICE FEES - STATE	66	59	40	41	41	
4838	CIVIL JUSTICE FEES - COURT		10	8	8	8	
4850	OMNIBASE FEE ON TLFTA	1,314	2,694	2,648	3,700	3,700	
4851	STATE TRAFFIC FEE	19,058	20,407	19,200	18,515	18,515	
4852	CONSOLIDATED COURT COST	43,836	48,593	40,044	41,537	41,537	
4853	TRUANCY PREVENTION & DIV FUND	743	1,138	900	578	578	
4915	JANITORIAL						
4925	EDUCATION	1,924	1,534	2,000	2,500	2,500	
4930	EDUCATION - PD NON-SWORN						
4935	RECRUITING						
4950	MISCELLANEOUS	2,472	567	500	500	500	
	OTHER SERVICES AND CHARGES	115,491	127,413	127,336	132,757	132,757	-
8021	CAPITAL OUTLAY - OTHER						
	CAPITAL OUTLAY	-	-	-	-	-	-
	DEPT TOTAL	213,053	235,140	270,253	269,722	270,389	-

DEPARTMENT
614-Street

EXPENDITURE
SUMMARY:

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	297,294	312,451	329,042	462,402	514,084	-
Supplies	56,952	64,958	59,000	44,000	39,000	-
Maintenance	106,918	161,491	145,000	120,000	120,000	-
Other Services & Charges	7,618	8,582	4,900	4,100	4,100	-
Capital Outlay	-	-	-	155,627	120,000	-
Total	468,782	547,482	537,942	786,129	797,184	-



PERSONNEL:

	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
			Actual	Proposed	CM Rec.	Budgeted
Community Services Director	45,000	68,000	0.00	0.00	1.00	
Crew Leader	35,000	50,000	2.00	2.00	2.00	
Traffic Operations Supt.	35,000	50,000	0.00	1.00	1.00	
Street Field Assistant	25,000	34,000	5.00	5.00	4.00	
Total Personnel			7.00	8.00	8.00	0.00

DEPARTMENT DETAIL

614-Streets

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	196,530	202,589	220,038	286,075	323,128	
1005	OVERTIME	15,923	14,497	8,532	13,000	13,000	
1010	LONGEVITY	1,128	1,268	1,520	2,064	2,064	
1050	INCENTIVE	766	600	180	300	300	
1500	FICA EXPENSE	16,182	16,663	17,485	23,060	25,895	
1525	TMRS	26,317	28,604	30,811	43,731	51,620	
1530	MEDICAL INSURANCE	40,448	48,230	50,476	62,400	62,400	
1535	WORKERS COMPENSATION				31,772	35,677	
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	297,294	312,451	329,042	462,402	514,084	-
2001	NON-OFFICE SUPPLIES	13,761	22,922	20,000	2,400	2,400	
2005	UNIFORMS	3,342	4,071	4,000	4,000	4,000	
2006	FUEL	39,849	37,315	30,000	25,000	20,000	
2008	STREET SIGNS/CULVERTS	-	650	5,000	5,000	5,000	
2011	OFFICE SUPPLIES				600	600	
2012	COMPUTER EQUIPMENT				-	-	
2013	TOOLS & MINOR EQUIPMENT				5,100	5,100	
2014	SAFETY EQUIPMENT				1,000	1,000	
2015	EDUCATIONAL SUPPLIES				400	400	
2016	AWARDS & TROPHIES				200	200	
2017	JANITORIAL SUPPLIES				300	300	
	SUPPLIES	56,952	64,958	59,000	44,000	39,000	-
3001	MAINTENANCE - VEHICLES				8,000	8,000	
3004	MAINTENANCE - FACILITIES	-	1,849	10,000	10,000	10,000	
3005	MAINTENANCE - STREET REPAIR	49,514	70,793	75,000	60,000	60,000	
3008	MAINTENANCE - EQUIPMENT	57,404	88,849	60,000	42,000	42,000	
	MAINTENANCE	106,918	161,491	145,000	120,000	120,000	-
4100	COMMUNICATIONS	3,212	3,529	3,000	2,100	2,100	
4925	EDUCATION	3,781	4,574	1,200	1,000	1,000	
4950	MISCELLANEOUS	625	479	700	1,000	1,000	
	OTHER SERVICES AND CHARGES	7,618	8,582	4,900	4,100	4,100	-
8002	MOTOR VEHICLES				39,029		
8004	MACHINERY				116,598	120,000	
8021	CAPITAL OUTLAY - OTHER						
	CAPITAL OUTLAY	-	-	-	155,627	120,000	-
	DEPT TOTAL	468,782	547,482	537,942	786,129	797,184	-

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: # 2 Street
 Type of Budget Request: Capital

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

New 2017 pick up truck 1 ton crew cab 6.7 diesel. This truck will be use in different ways, we pull heavy equipment and also asphalt trailer. Some of our trucks are 1/2 tons that are old and need to replace. WE have one 3/4 ton gas and one 1 ton diesel and two 1/2 tons

Consequences if Request is Denied:

If the truck is denied, we would continue with what we have at this time. Our maintenance will go up on the older trucks.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
	10 - 614 - 8500	38,429
	10 - 614 - 2001	600
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	- - -	-
	Total	\$ 39,029

Request Included Request Denied

City Manager Comments

With proposed reorganization, the 1-ton pickup used by the Traffic Operations Supt will be used by the Street Department and the former Public Works Director 1/2 ton pickup will be available for use by the Traffic Operations Supt.

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Street
 Type of Budget Request: Capital

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

New backhoe 310sl. This backhoe is used for all types of work(ditch cleaning, putting in culverts and loading materials. This backhoe has a extendable bucket for cleaning ditch's,also is coming with two digging buckets a 2 foot wide and a 5 foot wide. The two digging buckets will help to work different areas. This backhoe will also have 4 wheel drive for off road work. This backhoe is equiped with hyd,aux hook ups in back of unit. This backhoe was priceed thru buy board

Consequences if Request is Denied:

310js john deere is 15 tears old the machine is getting wore out. This backhoe is needing lots of repairs to keep it running. Last year we spent somewhere around \$15,000 on repairs and the back boom needs more work on it now

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):

<u>Line Item</u>	<u>\$ Amount</u>
10 - 614 - 8500	116,598
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Total	\$ 116,598

Request Included _____

Request Denied X

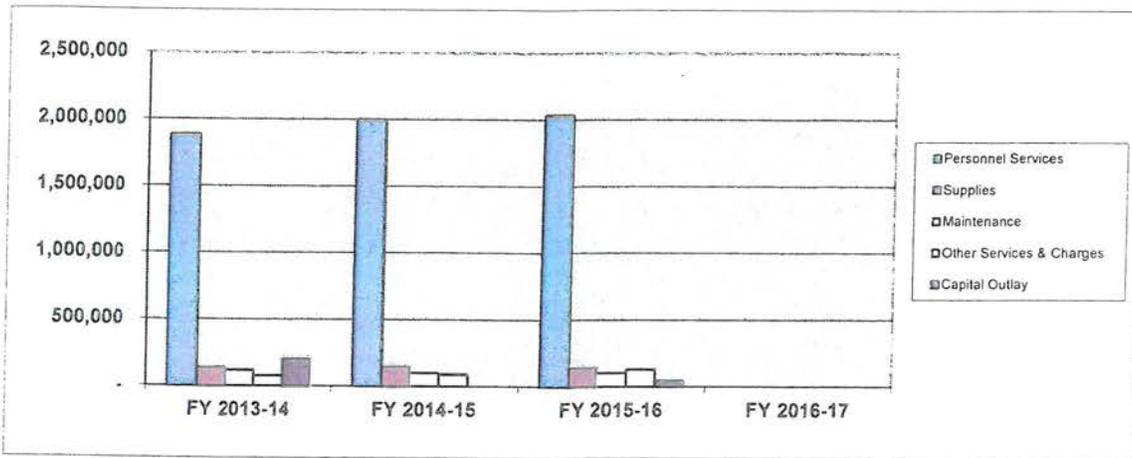
City Manager Comments

This request is being denied in favor of the purchase of a Gradall Model D 152 at a total cost of \$254,110. The Gradall will allow the Street Department to operate much more efficiently when maintaining drainage ditches and channels allow for quicker clean up of storm related debri and can be used to trim large branches over roadways. The Gradall will be available for use by the Water Distribution and Wastewater Departments to assist them when needed. The cost will be split between the General, Water and Wastewater Funds with the General Fund covering \$120,000 of the cost and the remaining amount being split evenly between the Water and Wastewater Funds. After this year, that amount will then be available for future years to cover lease purchase payments for the PD/VFD Radio system should the council choose to go route.

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DEPARTMENT
615-Police

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	1,883,596	1,995,421	2,033,611	2,190,102	2,201,569	-
Supplies	138,430	153,247	146,298	186,583	166,283	-
Maintenance	115,714	98,855	102,064	161,003	139,143	-
Other Services & Charges	75,317	87,833	126,648	118,406	110,233	-
Capital Outlay	209,619	-	42,409	702,195	54,577	-
Total	2,422,676	2,335,356	2,451,030	3,358,289	2,671,805	-



PERSONNEL:

	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Min	Max	Actual	Proposed	CM Rec.	Budgeted
Police Chief	60,900	85,000	1.00	1.00	1.00	
Lieutenant	47,000	62,000	2.00	2.00	2.00	
Sergeant	43,350	55,400	4.00	5.00	5.00	
Corporal	40,500	51,500	3.00	4.00	4.00	
Police Officer	35,200	47,500	13.00	11.00	11.00	
Comm/Records Supervisor	28,000	49,500	1.00	1.00	1.00	
Telecommunicator	25,800	38,500	5.00	5.00	5.00	
Records Clerk	27,000	38,000	1.00	1.00	1.00	
Evidence Technician	32,300	38,900	1.50	1.50	1.50	
Animal Control Officer	25,700	32,200	1.00	1.00	1.00	
Total Personnel			32.50	32.50	32.50	0.00

DEPARTMENT DETAIL
615-Police

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	1,247,827	1,257,507	1,285,006	1,414,682	1,414,682	
1005	OVERTIME	119,125	170,498	171,903	90,000	90,000	
1010	LONGEVITY	11,736	12,960	14,576	16,032	16,032	
1050	INCENTIVE	20,050	22,350	24,650	24,000	24,000	
1500	FICA EXPENSE	103,425	111,800	111,453	118,148	118,148	
1525	TMRS	171,011	193,170	196,391	224,056	235,523	
1530	MEDICAL INSURANCE	210,422	227,136	229,632	249,600	249,600	
1535	WORKERS COMPENSATION	-	-	-	53,584	53,584	
1550	UNEMPLOYMENT TAX	-	-	-	-	-	
	PERSONNEL SERVICES	1,883,596	1,995,421	2,033,611	2,190,102	2,201,569	
2001	NON-OFFICE SUPPLIES	35,461	71,888	47,005	12,095	12,095	
2002	POSTAL SUPPLIES/PRINTING	1,842	248	3,560	3,560	3,560	
2003	ANIMAL CONTROL SUPPLIES	508	292	1,000	1,000	1,000	
2005	UNIFORMS	17,026	10,781	21,320	20,875	20,875	
2006	FUEL	76,592	59,103	58,555	78,000	58,000	
2007	AMMUNITION	7,001	10,935	14,858	11,679	11,679	
2011	OFFICE SUPPLIES	-	-	-	11,895	11,895	
2012	COMPUTER EQUIPMENT	-	-	-	11,560	11,560	
2013	TOOLS & MINOR EQUIPMENT	-	-	-	24,814	24,814	
2014	SAFETY EQUIPMENT	-	-	-	6,805	6,805	
2015	EDUCATIONAL SUPPLIES	-	-	-	1,500	1,500	
2016	AWARDS & TROPHIES	-	-	-	2,500	2,500	
2017	JANITORIAL SUPPLIES	-	-	-	300	300	
	SUPPLIES	138,430	153,247	146,298	186,583	166,283	
3001	MAINTENANCE - VEHICLES	67,552	45,086	40,000	42,000	40,000	
3002	MAINTENANCE - AGREEMENTS	48,162	53,074	51,064	84,143	84,143	
3004	MAINTENANCE - FACILITIES	-	695	11,000	34,860	15,000	
	MAINTENANCE	115,714	98,855	102,064	161,003	139,143	
4006	INSURANCE - POLICE LIABILITY	10,978	11,082	11,700	12,725	12,725	
4100	COMMUNICATIONS	17,281	15,702	16,284	12,246	12,246	
4200	ANIMAL BOARDING	8,050	19,047	25,713	25,713	25,713	
4210	UNIFORM/CLEANING ALLOWANCE	1,806	3,012	2,500	9,000	4,500	
4220	FUNDS EXPENDED/DRUG FOREITURE	-	10,754	19,086	-	-	
4225	CITIZENS ACADEMY/CRIME PREVENTION	336	530	750	2,000	2,000	
4300	TRAINING EQUIPMENT	556	746	3,000	2,849	2,849	
4550	PROFESSIONAL	4,432	1,862	8,415	9,395	8,400	
4925	EDUCATION	27,559	19,004	25,000	29,000	27,000	
4930	EDUCATION - PD NON-SWORN	1,991	2,498	7,400	7,400	7,400	
4935	RECRUITING	1,218	1,137	2,800	4,078	3,400	
4950	MISCELLANEOUS	1,110	2,459	4,000	4,000	4,000	
	OTHER SERVICES AND CHARGES	75,317	87,833	126,648	118,406	110,233	
8002	MOTOR VEHICLES	-	-	-	38,977	38,977	
8006	COMMUNICATION SYSTEMS	-	-	-	647,618	-	
8007	COMPUTER SYSTEMS	-	-	-	15,600	15,600	
8021	CAPITAL OUTLAY - OTHER	209,619	-	42,409	-	-	
	CAPITAL OUTLAY	209,619	-	42,409	702,195	54,577	
	DEPT TOTAL	2,422,676	2,335,356	2,451,030	3,358,289	2,671,805	

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This request is for safety equipment to be issued to patrol officer. 18" Collapsible Pop-up-traffic cones, MI lighted batton flashlights

Consequences if Request is Denied:

Continue to utilize the rubber traffic cones. Continue utilizing the Streamlight Stinger flashlights assigned.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	615	-	2001	\$ Amount
	10	-	615	-	2001	\$1,444.15
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City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Patrol Rifle Modifications: Quad rifle rails - 22 Streamlight Rifle lights 22 . The modifications to the rifles would be important to increase the mobility & accessibility of artificial lighting when entering darkened environments to manipulate the lighting system to allow the Officer's to have a hands free if needed.

Consequences if Request is Denied:

Continue with the operations as currently utilizing=rifle and stinger flashlight, limits manipulation of weapon system w/lighting systems

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 2001	-	\$3,410.00
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_____ - _____ - _____	-	_____
Total	\$	<u>3,410</u>

Request Included X

Request Denied

City Manager Comments

Added to line 2013 - Tools & Minor Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The currently issued Taser X26 is no longer being replaceable by Taser. This request is to start a replace program to replace the currently issued Taser with the Taser X26P or the supported Taser X2, holster, and cartridges.

Consequences if Request is Denied:

Continue using the Taser X26's which are no longer available to purchase, they are repairable if the unit submitted can be repaired, cost varies. If the unit is not repairable, a new units must be purchased with an upgrade to the Taser X26P or Taser X2.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 615	-	2001	<u>\$ Amount</u> \$1,191.00
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City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Uniforms / Body Armor

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

SWAT equipment updates - Two new ballistic vests are needed for SWAT Officers. The current vests have past the manufacturers expiration date. They would be issued to Officer Collins and Officer Delillo. SWAT member Otting has a new vest. SWAT Helmet Communications System. This system would be vital to the communications and operational function of our Officer during SWAT call outs.

Consequences if Request is Denied:

They would be wearing expired body armour and communications equipment during SWAT operations.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	615 - 2005	2,000
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_____	-	-	-	-
	Total			\$ 2,000

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Computer replacements - 5 This request begins the replacement of the in-office computers as recommended by the Cities IT representative.

Consequences if Request is Denied:

To continue utilizing the existing computers until such time they fail and then replace them as the need arises.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 2001	-	\$10,000
-	-	-
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Total	\$	10,000

Request Included X

Request Denied

City Manager Comments

Added to line 2012 - Computer Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Kustom Signals dual antennae radar systems. The current condition of the radar systems are newer (Raptor RP-1) Dual K radars, we lack 3 radar systems to have uniformity in the systems used by the department.

Consequences if Request is Denied:

To continue with the systems used, we are short 3 radar Raptor RP-1 systems

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	615 - 2001	\$4,654.00
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	Total			\$ 4,654

Request Included

Request Denied

City Manager Comments

Added to line 2013 - Tools & Minor Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Digital Ally DMV800 in car camera system. To ensure all Fleet Patrol Units are equipped with digital camera systems. WE only have one patrol unit that has the original VHF mobile veideo recorder. This unit is a fleet unit and is used when an officer's unit is out of service. Replacing this VHF recoder with the digital recorders in all other vehicles would standardize our mobile video recorders throughout the departmet.

Consequences if Request is Denied:

Because the current VHF recorder is in the one vehicle used by different officers at different times and because this system is vastly different in its operations to the recorders in all other patrol units, there is some confusions to how to operate it properly. This safety issue can easily be reminded by replacing the last mobile video recorder. Failing to replace this unit may result in officers not properly recording their interactions with citizens.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 2001	-	\$4,025.00
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
_____	-	-
Total	\$	<u>4,025</u>

Request Included X

Request Denied

City Manager Comments

Added to line 2013 - Tools & Minor Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police8
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

EMI batton flashlights 8 @ \$45 = \$360.00. These handheld flashlight systems would increase the safety of the Officer's assigned to the night shifts during the operation of investigating a crash scene. The lighting systems have the capability of a 5 stage switch system which provides red, blue, red/blue alternating, red/blue blend and also serves as a flashlight. The LED bulb systems have a high visiblity and provide about 300 hours of continuous flashing.

Consequences if Request is Denied:

To continue utlizing the Streamlight Stinger flashlights assigned

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):

			<u>Line Item</u>	<u>\$ Amount</u>
10	-	615	-	2001
				\$360.00
				-
				-
				-
				-
				-
				-
				-
Total				\$ 360

Request Included X

Request Denied

City Manager Comments

Added to line 2014 - Safety Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Lidar ProLaser 4 system, includes grip, rechargeable battery, usb to pc interface cable, 12 vdc to usb adapter & hard carry case . This system would compliment the current in-car systems & allow Officer's to continue working traffic duty during poor weather conditions whereas this sytems is functional during poor weather. It also allows officers to work traffic interdiction at greater distances in those area where terrain is flatter.

Consequences if Request is Denied:

To continue traffic enforcement with the current in-car systems.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	Line Item			\$ Amount
	10	-	615 - 2001	\$2,404.00
				-
				-
				-
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				-
			Total	<u>\$ 2,404</u>

Request Included X

Request Denied

City Manager Comments

Added to line 2013 - Tools & Minor Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Equipment Replacement - PD All Divisions

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Dell B1265 Printer, Copier, Fax, Scanner - Hallway Admin. Area: This items is requested as a replacement item for current equipment if it should fail during the 2016-2017 budget year. The current equipment is over 4 years old and is possibly reaching it's "end of life" period. This equipment does occasionally feed multiple pages at one time. This All-In-One equipment is used by all divisions of the Police Department as a fax machine, back-up copier, and scanner. The current equipment is still functioning at this time.

Consequences if Request is Denied:

If equipment should fail, then replacement equipment would have to be purchased without being budgeted for. This fax machine is the only accessible fax machine for the whole Department, other than one that is located in Dispatch in which unauthorized personnel are not allowed. If other authorized personnel were forced to use the fax machine in Dispatch, the in/out traffic can be a distraction for the Dispatcher.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 615	-	2001	\$ Amount
	10	-	615	-	2001	250
	_____	-	_____	-	_____	-
	_____	-	_____	-	_____	-
	_____	-	_____	-	_____	-
	_____	-	_____	-	_____	-
	_____	-	_____	-	_____	-
	_____	-	_____	-	_____	-
	_____	-	_____	-	_____	-
	Total					\$ 250

Request Included X

Request Denied

City Manager Comments

Request Included

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Two Adjustable Underdesk Keyboard trays - Dispatch: These items are requested to help alleviate space issues on the current Dispatch workstations as well as to possibly help with the issue of knee space underneath workstation by pulling the Dispatcher back away from the metal bracing under the workstation. This item can also be used if the new workstations are approved in budget to help with possible work surface space issue. On either workstation, this should help to improve the Dispatchers posture which should improve productivity. I would hope that these items do not serve as an alternative to the workstation replacement due to there will still be an issue with background noise that could be corrected by the partitions with the new workstations proposed.

Consequences if Request is Denied:

Possible long term issues with Dispatcher's having knee and back pain due to having to be seated in an awkward position in order to avoid the metal bracing under the workstation.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 615	-	2001	\$ Amount	300
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City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Replacement Monitors - Records Comm. Supervisor & Records Clerk

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Two 27" Computer Monitors Rec/Comm. Mgr. and Records Clerk: These items are requested to replace current 20" monitors. Current monitors are older and have lost some of their resolution. The increased size of the requested items will aid in improving upon the constant review of reports and other documents as well as allow for viewing of multiple documents at the same time.

Consequences if Request is Denied:

Will continue to use the current equipment which is still functioning just has dimmed resolution and size makes it more difficult to view multiple documents they may be opened at the same time.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	Line Item			\$ Amount
	10	-	615 - 2001	360
				-
				-
				-
				-
				-
				-
				-
			Total	<u>\$ 360</u>

Request Included Request Denied

City Manager Comments

Added to line 2012 - Computer Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

32" Monitor for Security Camera System - Dispatch: This item is requested to replace the current smaller monitor to provide for better viewing of the security cameras. There are currently 11 cameras to monitor for the Police Department and Court and when they are paneled out on the current screen it makes it difficult to see the clear picture.

Consequences if Request is Denied:

Will continue to monitor the security cameras using the current equipment with a smaller viewing area. No drastic consequences will occur.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 615	-	2001	\$ Amount	200
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City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Armor

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The extra live pistol and rifle ammunition requested for each officer would be used as practice rounds in addition to regular firearms qualifications. 100 - .40 Cal rounds per officer per year and 100 - .223 rounds per officer per year.

Consequences if Request is Denied:

The additional ammo would allow officers to stay more proficient with their weapons.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	- 615	- 2007	
	-	-	-	11,679
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	Total			\$ 11,679

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Training Equipment

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This purchase is for Force on Force tactical training equipment and ammunition for simuntion training. This equipment is used for reality based and active shooter use of force training.

Consequences if Request is Denied:

Officers advanced tactical training on use of deadly force would be delayed. Officer's confidence in the proper use of deadly force would not be addressed.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 4300		2,849
-		-
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-		-
-		-
Total	\$	<u>2,849</u>

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Maintenance Facilities

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This item is for the conversion of the existing Trainign Room to the Criminal Investigation Division operations center. Overcrowding has plagued the police department for years and doing this would open up office space for the patrol division. Currently there are three detectives sharing one office, and the distractions caused by such a cramped space can effect productivity. Also, patrol supervisors share one small office and this expansion could allow them to have more room. Department training could be held in the Fire Departments training room. The expansion would provide a new CID recorded interview room, a new storage room for PD records (accessible from outside CID) a Lieutenant's office, a Sergeant's office and three office work stations for the detectives. The third work station would be used for interview room viewing and a space for future personnel expansion in CID. Officers assigned to light duty in CID would also use this work station.

Consequences if Request is Denied:

Continue with the overcrowded and cramped work spaces.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 2017	19,860	
_____ - _____ - _____	-	
_____ - _____ - _____	-	
_____ - _____ - _____	-	
_____ - _____ - _____	-	
_____ - _____ - _____	-	
_____ - _____ - _____	-	
_____ - _____ - _____	-	
Total	\$ 19,860	

Request Included _____ Request Denied X

City Manager Comments

Insufficient revenue available to fund this request. Recommend PD consider funding this with available drug seizure funds.

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Supplies

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

These items are for helmet mounted communication systems for SWAT officers to wear during SWAT operations. These provide clearer communications and would be an improvement over current system they wear.

Consequences if Request is Denied:

Lesser quality communications during SWAT operations.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 2001	2,650	-
-	-	-
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-	-	-
Total	\$ 2,650	

Request Included X

Request Denied

City Manager Comments

Added to line 2013 - Tools & Minor Equipment

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Maintenance Agreement

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This is the 800 MHz Core maintenance agreement costs between Waco/McLennan County and the City of Robinson for support on the Core system

Consequences if Request is Denied:

Without this maintenance agreement costs, the Robinson Police Department and Robinson Volunteer Fire Department will not be able to access the Core.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):

			<u>Line Item</u>	<u>\$ Amount</u>
10	-	615	-	3002
				26,400
				-
				-
				-
				-
				-
				-
				-
Total				\$ 26,400

Request Included X

Request Denied

City Manager Comments

This item as included in the event the Council chooses to fund the 800 radio system using one of the options proposed. If the system is not funded, then this item will need to be removed.

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Capital Outlay

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This is the costs associated with upgrading to the 800 MHz Radio system, also called the Core. This includes the purchase and support for 36 vehicle radios, 50 handheld radios, and 2 dispatch consoles. Upgrading to the Core will 1) allow intercommunicatios between many McLennan County law enforcement agencies, 2) will provide much better communications within Robinson, and 3) will provide better communiations that has previously been troubled by weather issues.

Consequences if Request is Denied:

Without this capital outlay, the upgrade to the 800 MHz radio system will not happen.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 615	-	8500	<u>\$ Amount</u> 647,618
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City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Capital Outlay

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This item will replace an aging Ford Crown Victoria that will have over 100,000 of use in the budget year. Robinson PD has a previous service ceiling of 100,000 miles per patrol unit and these units are being replace with SUVs that are expected to have a service life of about 125,000.

Consequences if Request is Denied:

Because of the age and number of miles driven on a present Ford Crown Victoria, maintenance costs cotinue to rise and safety of the vehicle is of greater concern for the officer operation this current vehicle.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	615 - 8500	38,977
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	Total			\$ 38,977

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Salary

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This request to promote officers to both a corporal position and a sergeant position. Since moving to the 12 hours patrol shift, there are now four patrol platoons but there are only three platoon sergeants and corporals. Each platoon should have its own supervisor and relief supervisor so each officer only reports to one primary supervisor at a time, thus the need for an additional sergeant and corporal.

Consequences if Request is Denied:

Without the additional corporal and sergeant position, we will struggle to have each patrol officer report to a single primary supervisor at any one time.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
	10 - 615 - 1000	5,133
	10 - 615 - 1500	393
	10 - 615 - 1525	783
	10 - 615 - 1535	213
	- - -	-
	- - -	-
	- - -	-
	Total	\$ 6,522

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Maintenance (Vehicle)

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This 5% increase from FY 2015-2016 is to provide for the upward cost of repairs to vehicles.

Consequences if Request is Denied:

Will probably be over budget for FY 2016-2017 without this increase.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 615	-	3001	<u>\$ Amount</u>
	10	-	615	-	3001	42,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	Total					\$ 42,000

Request Included _____ Request Denied X

City Manager Comments
 Budget left at FY 2015-16 year funding based on year to date expenditures

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Uniform/Cleaning Allowance

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This increase allows for an upgrade uniform cleaning across the department. Many officer do not use this benefit because they know the current funds would quickly be depleted if everyone used it. This line item was created about 10 years ago to help officers provide a positive image when they deal with the public.

Consequences if Request is Denied:

Most officers will continue to hand wash their own uniforms, resulting in some uniforms that look unprofessional.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 4210	-	9,000
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
Total	\$	9,000

Request Included X

Request Denied

City Manager Comments

Request included, but reduced to a total of \$4,500.

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Professional Services

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This increase allows for more officers to join professional law enforcement organizations that provide valuable training and information to the employee.

Consequences if Request is Denied:

Some officers will not receive the benefit of training and networking with other groups in their career area.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	615 - 4550	9,395
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	Total			\$ 9,395

Request Included _____ Request Denied X

City Manager Comments
 This line has never exceeded \$4,500 and year to date is at \$3,080. More than enough should already be available for the amount previously budgeted.

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Training (Sworn)

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Not that patrol platoons have been assigned under the 12 hours shift schedule, more officer will be able to attend training where they were limited in the past do to limited shift coverage. CID has added a new detective in FY 2015-2016 and this results in additional training for CID.

Consequences if Request is Denied:

Training would be limited to only those mandatory courses required by TCOLE with some specialized training for others.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	615 - 4925	29,000
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	_____	-	_____	-
	Total			\$ 29,000

Request Included X

Request Denied

City Manager Comments

Training increased to \$27,000

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Recruiting

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Because the Robinson Police Department has increased its hiring standards, costs in recruiting has also increased. Specifically, polygraph examinations and credit checks have increased through this new recruiting effort.

Consequences if Request is Denied:

Specifically we would have to not perform a credit check. Credit checks are important to recruiting employees that are credible and trustworthy and that do not lend themselves to taking bribes or gifts in return for improper services.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	615 - 4935	4,078
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	Total			\$ 4,078

Request Included _____ Request Denied X

City Manager Comments
 Line item increased to \$3,400

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Police
 Type of Budget Request: Capital Outlay

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This request is for the replacement of a Video Manager Server for CID. Electronic media storage continues to grow and the present computer, which is acting in place of a full server, is quickly becoming over saturated. There is also an issue with having such a large amount of data making it impossible for the IT department to run offsite backups, the reason why this request includes a NAS.

Consequences if Request is Denied:

The present computer will, at some point, be unable to keep up the the increased electronic media processing because it is not a media server. This will result in our not being able to store data for court cases, administrative investigations, and training. Because electronic data is growing so quickly, the IT department will no longer store data offsite, making data storage on the present computer susceptible to storage errors and possible loss of data.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10 - 615 - 8500		15,600
_____ - _____ - _____		-
_____ - _____ - _____		-
_____ - _____ - _____		-
_____ - _____ - _____		-
_____ - _____ - _____		-
_____ - _____ - _____		-
_____ - _____ - _____		-
Total		\$ 15,600

Request Included X

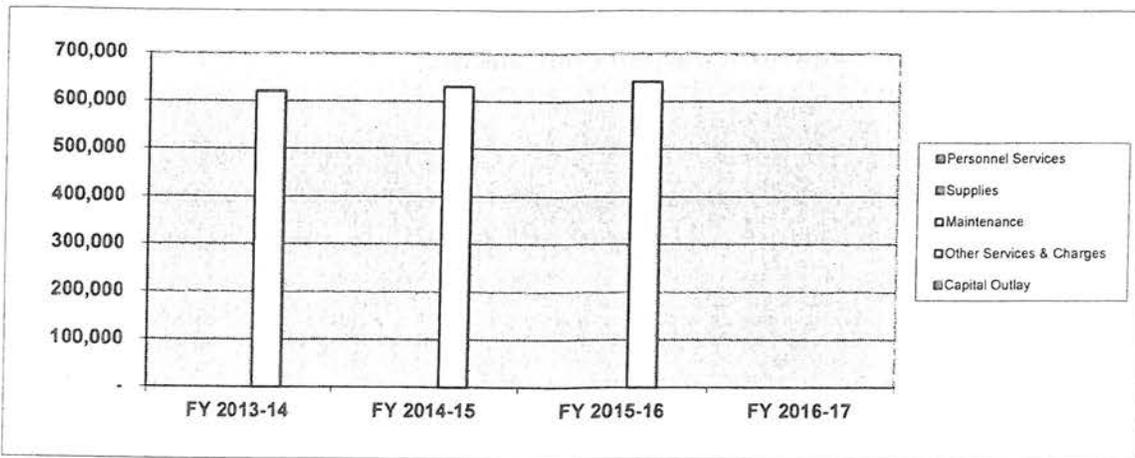
Request Denied _____

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DEPARTMENT
616-Sanitation

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Other Services & Charges	620,198	630,180	641,071	646,313	646,313	-
Capital Outlay	-	-	-	-	-	-
Total	620,198	630,180	641,071	646,313	646,313	-



PERSONNEL:

Salary Range	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Proposed	CM Rec.	Budgeted

No Personnel Assigned

Total Personnel	0.00	0.00	0.00	0.00
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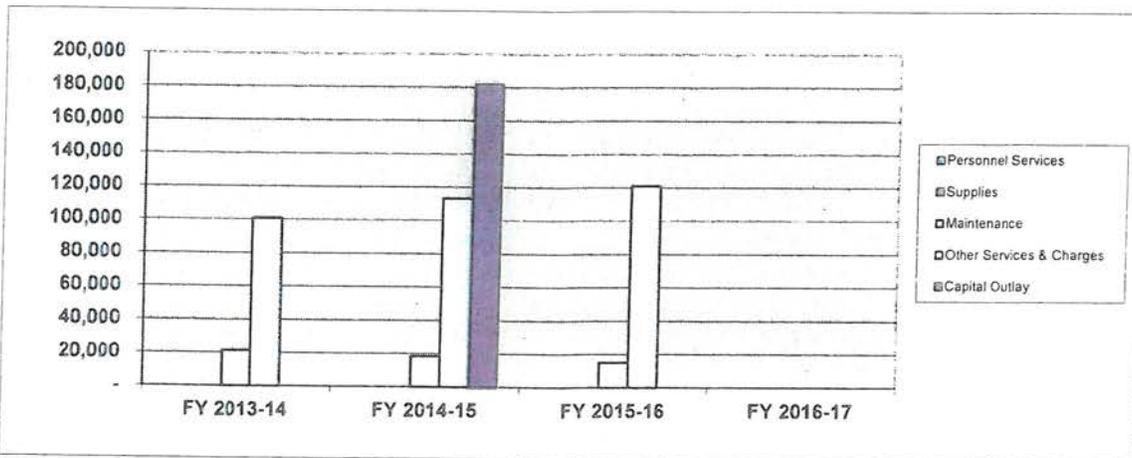
DEPARTMENT DETAIL

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
4151	CONTRACTUAL - SANITATION	558,738	577,001	587,226	595,173	595,173	
4155	SALES TAX EXPENSE - SANITATION	41,519	42,111	44,845	45,140	45,140	
4165	FUEL COST SURCHARGE - SANITATION	19,941	4,629	6,000	6,000	6,000	
4950	MISCELLANEOUS		6,439	3,000	-	-	
	OTHER SERVICES AND CHARGES	620,198	630,180	641,071	646,313	646,313	-
	DEPT TOTAL	620,198	630,180	641,071	646,313	646,313	-

DEPARTMENT
617-Physical Plant

EXPENDITURE
SUMMARY:

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Approved
Personnel Services	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	21,221	18,313	15,000	18,000	18,000	-
Other Services & Charges	100,785	113,096	120,897	115,300	115,300	-
Capital Outlay	-	182,656	-	-	-	-
Total	122,006	314,065	135,897	133,300	133,300	-



PERSONNEL:

Salary Range	FY 2015-16 Actual	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Budgeted
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No Personnel Assigned

Total Personnel	0.00	0.00	0.00	0.00
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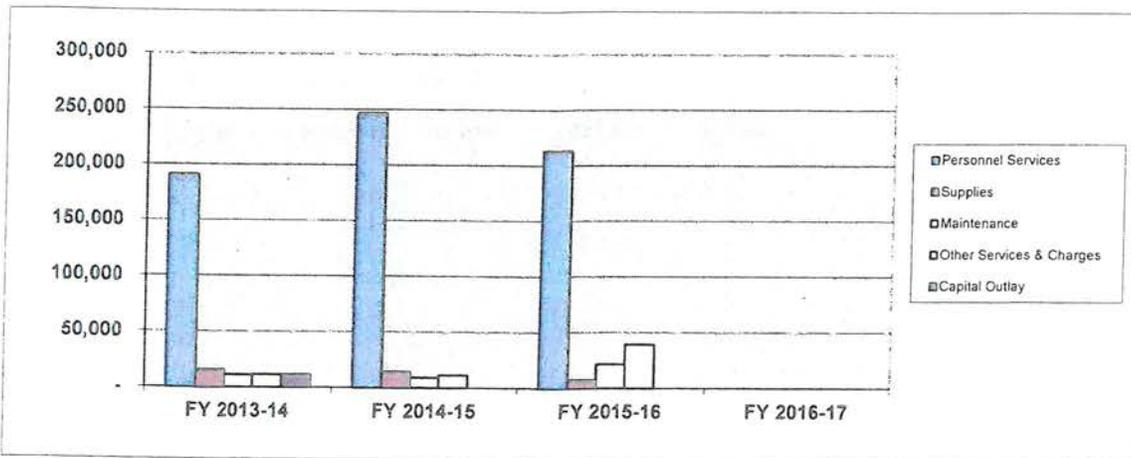
DEPARTMENT DETAIL

617-Physical Plant

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
3004	MAINTENANCE - FACILITIES MAINTENANCE	21,221 21,221	18,313 18,313	15,000 15,000	18,000 18,000	18,000 18,000	-
4003	INSURANCE - BUILDING	2,169	5,372	4,500	5,300	5,300	
4150	UTILITIES	92,178	107,724	116,397	110,000	110,000	
4915	JANITORIAL	6,438					
4950	MISCELLANEOUS OTHER SERVICES AND CHARGES	100,785	113,096	120,897	115,300	115,300	-
8021	CAPITAL OUTLAY - OTHER CAPITAL OUTLAY	-	182,656 182,656	-	-	-	-
9050	LOANS			12,405	12,405	12,405	
9000	APPROPRIATIONS	-	-	12,405	12,405	12,405	-
	DEPT TOTAL	122,006	314,065	148,302	145,705	145,705	-

DEPARTMENT
619-Planning & Community Development

EXPENDITURE SUMMARY:	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Approved
Personnel Services	190,559	246,248	213,143	273,706	275,206	-
Supplies	15,386	13,935	7,000	14,300	9,100	-
Maintenance	11,063	9,062	21,410	20,445	20,445	-
Other Services & Charges	11,252	11,189	39,091	46,250	38,050	-
Capital Outlay	11,377	-	-	-	-	-
Total	239,637	280,434	280,644	354,701	342,801	-



	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
			Actual	Proposed	CM Rec.	Budgeted
Planning Director	57,000	77,000	1.00	1.00	1.00	
Building Inspector	42,000	59,000	1.00	1.00	1.00	
Code Enforcement Officer	27,000	40,700	1.00	1.00	1.00	
Building Maintenance Asst	20,000	32,000	1.00	1.00	1.00	
Total Personnel			4.00	4.00	4.00	0.00

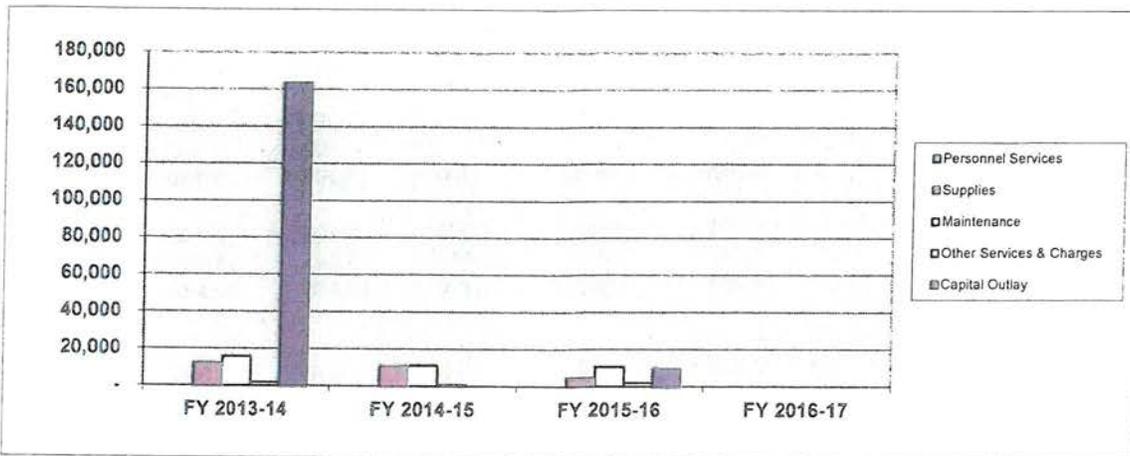
DEPARTMENT DETAIL
619-Planning & Community Development

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	136,870	173,708	149,975	197,855	197,855	
1005	OVERTIME	819	1,820	2,382	1,500	1,500	
1010	LONGEVITY	1,088	1,216	750	624	624	
1050	INCENTIVE	3,750	4,200	2,900	2,100	2,100	
1500	FICA EXPENSE	9,929	13,192	11,655	15,459	15,459	
1525	TMRS	17,148	23,561	20,537	29,317	30,817	
1530	MEDICAL INSURANCE	20,955	28,551	24,944	23,400	23,400	
1535	WORKERS COMPENSATION				3,451	3,451	
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	190,559	246,248	213,143	273,706	275,206	-
2001	NON-OFFICE SUPPLIES	9,006	8,183	3,200	300	300	
2002	POSTAL SUPPLIES/PRINTING				300	300	
2005	UNIFORMS	253	888	400	1,500	1,500	
2006	FUEL	6,127	4,864	3,400	8,000	3,200	
2011	OFFICE SUPPLIES				3,000	2,600	
2012	COMPUTER EQUIPMENT				700	700	
2013	TOOLS & MINOR EQUIPMENT				500	500	
	SUPPLIES	15,386	13,935	7,000	14,300	9,100	-
3001	MAINTENANCE - VEHICLES	4,321	1,451	6,000	6,400	6,400	
3002	MAINTENANCE - AGREEMENTS	6,742	7,611	15,410	14,045	14,045	
	MAINTENANCE	11,063	9,062	21,410	20,445	20,445	-
4100	COMMUNICATIONS	2,402	3,410	3,350	3,650	3,650	
4550	PROFESSIONAL			8,000	8,600	8,600	
4600	AUDIT						
4605	CODE COMPLIANCE COSTS			14,000	14,000	14,000	
4770	CREDIT CARD FEES	479	642	541	500	800	
4925	EDUCATION	7,893	5,040	12,000	18,000	10,000	
4950	MISCELLANEOUS	478	2,097	1,200	1,500	1,000	
	OTHER SERVICES AND CHARGES	11,252	11,189	39,091	46,250	38,050	-
8021	CAPITAL OUTLAY - OTHER	11,377					
	CAPITAL OUTLAY	11,377	-	-	-	-	-
	DEPT TOTAL	239,637	280,434	280,644	354,701	342,801	-

DEPARTMENT
620-Parks & Recreation

EXPENDITURE
SUMMARY:

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Approved
Personnel Services	-	-	-	-	-	-
Supplies	12,368	10,972	4,300	4,900	4,900	-
Maintenance	15,696	10,943	10,500	22,000	18,000	-
Other Services & Charges	1,703	527	1,790	2,000	2,000	-
Capital Outlay	163,986	-	10,000	110,000	10,000	-
Total	193,753	22,442	26,590	138,900	34,900	-



PERSONNEL:

Salary Range	FY 2015-16 Actual	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Budgeted
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No Personnel Assigned

Total Personnel	0.00	0.00	0.00	0.00
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DEPARTMENT DETAIL
620-Parks & Recreation

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
2001	NON-OFFICE SUPPLIES	12,077	10,781	4,000	4,000	4,000	
2006	FUEL	291	191	300	900	900	
	SUPPLIES	12,368	10,972	4,300	4,900	4,900	-
3001	MAINTENANCE - VEHICLES	1,750	2,481	500			
3002	MAINTENANCE - AGREEMENTS						
3004	MAINTENANCE - FACILITIES	13,946	8,462	10,000	20,000	16,000	
3006	MAINTENANCE - EQUIPMENT				2,000	2,000	
	MAINTENANCE	15,696	10,943	10,500	22,000	18,000	-
4100	COMMUNICATIONS			790			
4150	UTILITIES	610	527	1,000	1,000	1,000	
4950	MISCELLANEOUS	1,093			1,000	1,000	
	OTHER SERVICES AND CHARGES	1,703	527	1,790	2,000	2,000	-
8021	CAPITAL OUTLAY - OTHER	163,986	-	10,000	110,000	10,000	
	CAPITAL OUTLAY	163,986	-	10,000	110,000	10,000	-
	DEPT TOTAL	193,753	22,442	26,590	138,900	34,900	-

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Park
 Type of Budget Request: Capital

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The trails at the park are of a composed granite that cost about \$50.00 a yard. We are having problems keeping the granite in the trails. When we get a good rain the granite wash's away and then it's not safe for anyone to walk the trails. WE have been working on concreting the trails, we ahve some of the wash out areas done.

Consequences if Request is Denied:

If the request is denied we will coninue to go buy more granite and work it back in after every rain

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	620 - 3004	35,000
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	Total			\$ 35,000

Request Included _____ Request Denied X

City Manager Comments
 \$10,000 in Capital Outlay included for improvements.

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Park
 Type of Budget Request: Capital

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Parking is still needed for the park. At this time we only have about six parking spots for the whole park. The design of the parking lot was to go from the pavillion to the amphitheater. We have 19,890 in a account that are from donations, that we could use this money to help with the parking lot. the first section we installed cost \$25,000 with the approach, we would not need the approach so we should be able to another third of the parking needed.

Consequences if Request is Denied:

If this denied cars will still park in the grass

Line Item(s) Affected by This Request:

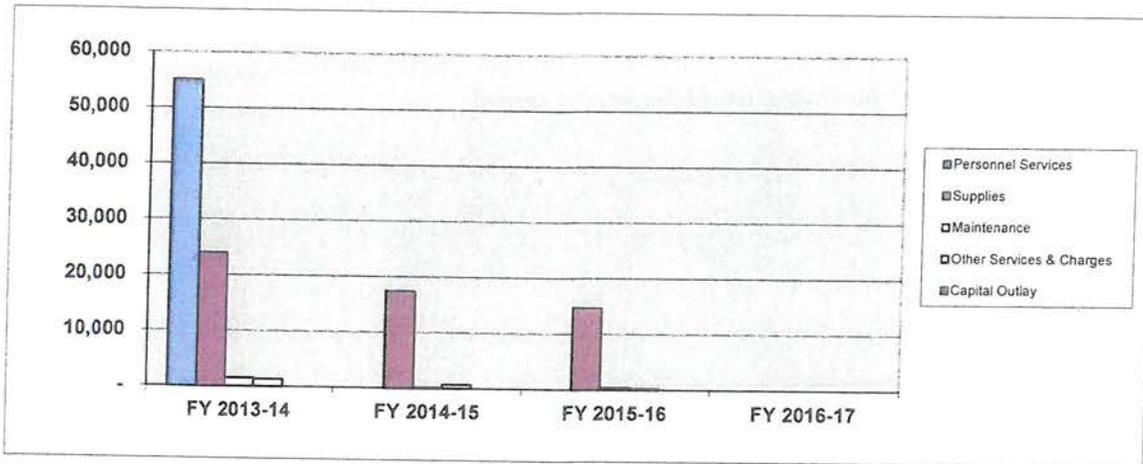
Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>			<u>\$ Amount</u>
	10	-	620 - 3004	75,000
	-	-	-	-
cash	10	-	1067	<19,890>
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	Total			\$ 55,110

Request Included _____ Request Denied X

City Manager Comments

DEPARTMENT
621-Traffic Operations

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	54,992	-	-	-	-	-
Supplies	24,091	17,500	14,800	10,000	7,800	-
Maintenance	1,501	73	350	1,500	1,000	-
Other Services & Charges	1,284	675	191	720	720	-
Capital Outlay	-	-	-	-	-	-
Total	81,868	18,248	15,341	12,220	9,520	-



PERSONNEL:

Salary Range	FY 2015-16 Actual	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Budgeted
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No Personnel Assigned

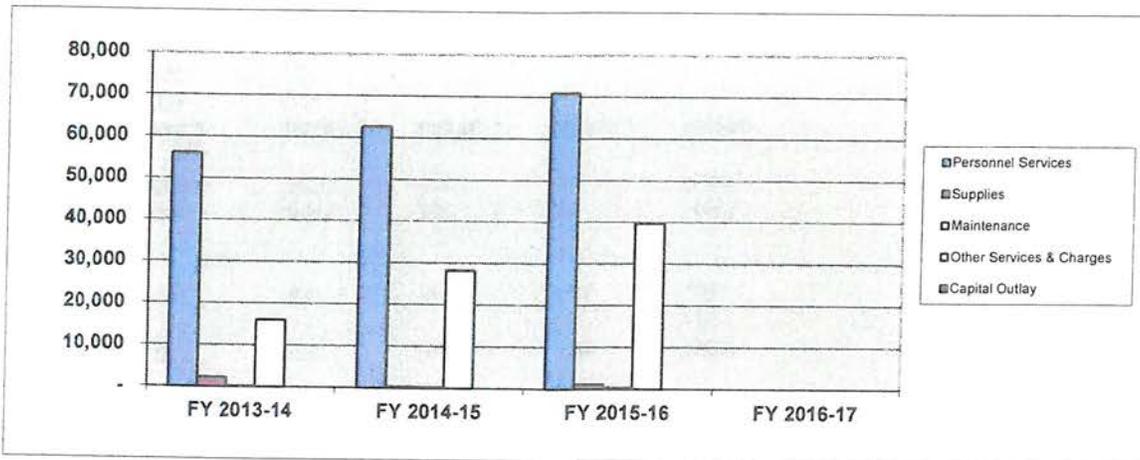
Total Personnel	0.00	0.00	0.00	0.00
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DEPARTMENT DETAIL
621-Traffic Operations

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	39,579	-				
1005	OVERTIME		-				
1010	LONGEVITY	252	-				
1050	INCENTIVE	3,059	-				
1500	FICA EXPENSE	4,903	-				
1525	TMRS	7,199	-				
	PERSONNEL SERVICES	54,992	-	-	-	-	-
2001	NON-OFFICE SUPPLIES	19,901	17,091	4,000	500	500	
2005	UNIFORMS	406	409		500	500	
2006	FUEL	1,691		800	1,500	800	
2008	STREET SIGNS	2,093		10,000	6,000	4,500	
2011	OFFICE SUPPLIES				600	600	
2013	TOOLS & MINOR EQUIPMENT				800	800	
2014	SAFETY EQUIPMENT				100	100	
2017	JANITORIAL SUPPLIES				500	500	
	SUPPLIES	24,091	17,500	14,800	10,000	7,800	-
3001	MAINTENANCE - VEHICLES	1,501	73	350	1,500	1,000	
	MAINTENANCE	1,501	73	350	1,500	1,000	-
4100	COMMUNICATIONS	1,187	675	191	720	720	
4925	EDUCATION	97					
	OTHER SERVICES AND CHARGES	1,284	675	191	720	720	-
	DEPT TOTAL	81,868	18,248	15,341	12,220	9,520	-

DEPARTMENT
622-Community Media

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	55,994	62,580	70,921	72,626	73,003	-
Supplies	2,145	214	1,000	1,000	1,000	-
Maintenance	65	94	200	-	-	-
Other Services & Charges	16,019	28,216	39,720	53,625	52,415	-
Capital Outlay	-	-	-	-	-	-
Total	74,223	91,104	111,841	127,251	126,418	-



PERSONNEL:

	Salary Range	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
		Actual	Proposed	CM Rec.	Budgeted
Public Information Director	39,100 - 61,500	1.00	1.00	1.00	
Total Personnel		1.00	1.00	1.00	0.00

DEPARTMENT DETAIL
622-Community Media

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	41,525	46,565	51,784	52,532	52,532	
1005	OVERTIME	-	-	-	-	-	
1010	LONGEVITY	52	16	96	96	96	
1050	INCENTIVE			300	300	300	
1500	FICA EXPENSE	3,132	3,497	3,961	4,026	4,026	
1525	TMRS	5,069	6,061	6,980	7,634	8,011	
1530	MEDICAL INSURANCE	6,216	6,441	7,800	7,800	7,800	
1535	WORKERS COMPENSATION				238	238	
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	55,994	62,580	70,921	72,626	73,003	-
2001	NON-OFFICE SUPPLIES	2,145	214	1,000	500	500	
2011	OFFICE SUPPLIES				200	200	
2012	COMPUTER EQUIPMENT				200	200	
2015	EDUCATIONAL SUPPLIES				100	100	
	SUPPLIES	2,145	214	1,000	1,000	1,000	-
3002	MAINTENANCE - AGREEMENTS	65	94	200			
	MAINTENANCE	65	94	200	-	-	-
4100	COMMUNICATIONS	8,600	5,310	9,220	6,915	6,915	
4202	EVENTS	2,795	15,773	28,000	40,000	40,000	
4925	EDUCATION	4,179	6,088	1,500	6,710	5,500	
4950	MISCELLANEOUS	445	1,045	1,000			
	OTHER SERVICES AND CHARGES	16,019	28,216	39,720	53,625	52,415	-
8021	CAPITAL OUTLAY - OTHER	-	-	-	-	-	-
	CAPITAL OUTLAY	-	-	-	-	-	-
	DEPT TOTAL	74,223	91,104	111,841	127,251	126,418	-

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Communication
 Type of Budget Request: Hotel/Motel Tax

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

This item was added to the communication budget for the first time ever. This budget section is to help with the promotion of the annual festival through media such as: TV, Radio and Social Media. This is to encourage tourism and attendance from outlying cities and counties to visit Robinson.

Consequences if Request is Denied:

Could result in a decrease in attendance to the festival due to the lack of promotion of the event. It is also one of the only avenues the city currently has to spend the hotel/motel tax so broad, besides the website.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	10	-	<u>Line Item</u> 611	-	4100	<u>\$ Amount</u> \$4,000
Total						\$ 4,000

Request Included Request Denied

City Manager Comments
 Request moved to Hotel/Motel Fund

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Communication
 Type of Budget Request: Events

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The additional money for the festival is to increase the quality and quantity of bands we are able to contract for the festival. Since the theme of the festival is centered around the bands it's important for us to have the money there for this purpose. It currently takes close to \$20,000 for the items necessary for the festival such as, stage, sound, port-o-pots, ice, etc. This would allow \$20,000 to solely be focused on the bands. We have had request for larger named bands, but didn't have the funds available to contract those types of bands plus the smaller bands.

Consequences if Request is Denied:

The festival will not be what it is "Music" festival without the means to bring in the music. The festival had a very promising attendance last year (2015), bringing about great media attention for this year's festival, set for October 1st. It's important to keep that attention. Any money not used could be rolled over to next year's budget, and used as a cushion in case something happens. One example, I experienced in my work with non-profits, was the lack of sponsorship of our local fundraiser because of the West explosion. Due to this catastrophic event, that was out of anyone's control, most companies had their money tied up giving aid in the explosion relief efforts. We will continue to solicit for sponsorship of the event, but this additional funding would cushion the blow in case anything like that was to happen. Or if this event was even more successful prompting us to go bigger, but allow us to keep the cost low to residents and tourist.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10	- 622 - 4200	\$40,000
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
	Total	\$ 40,000

Request Included X

Request Denied _____

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Communication
 Type of Budget Request: Education

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The Certified Public Communicator Program at TCU is a post-baccalaureate, graduate-level residential program for two summers (one week each in 2016 and 2017), plus a two-day winter session with strategic communication professors from TCU's Department of Strategic Communication.

Professional communicators working for city, county, and public-sector agencies create three-year comprehensive communication plans for their organizations during the program.

The CPC program is a partnership of TCU's Department of Strategic Communication, Extended Education, the Texas Association of Municipal Information Officers (founding partner), the National Association of County Information Officers (partner), and the Texas School Public Relations Association (affiliate partner).

Benefits of the CPC program at TCU include:

- A three-year comprehensive communication plan built for your organization
- Extensive classroom instruction with public relations, advertising, and marketing professors
- Latest information on metrics, social influence, and digital media
- Theoretical foundations plus practical applications
- A database of public-sector cases
- Two weeks of instruction during two summers on TCU's campus
- Networking with public-sector professionals in your cohort
- Access to professors beyond the classroom

Although, my budget does not demonstrate this there was money allotted for me to attend TML in 2015. I have removed that portion from my budget because it would be more beneficial to the city and myself for me to focus my time and energy on a program solely focused on enhancing my talents here at the city, in my current position.

Consequences if Request is Denied:

I acknowledge that I have some weaknesses in my position as Director of Communication and Public Information. By not participating in this program would continue to hinder my ability to perform at my prime capacity here at the city. The program would allow me to fully understand and execute my role here and by not investing in this program the City could run the chance of continuing to spin their wheels when it comes to communicating with its citizens wedging a bigger gap between the two. With the ways of communicating changing so frequently it's imperative for the City to stay up to date with innovative ways to get information out to their citizens while staying in compliance with state laws. It would cause inefficiency on any progress made if continuing education is not completed.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding	<u>Line Item</u>	<u>\$ Amount</u>
Increases (Decreases):	10 - 622 - 4925	\$3,850
	Total	\$ 3,850

Request Included _____

Request Denied _____

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Communication
 Type of Budget Request: Communication - ArchiveSocial

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

It is critical that a social media archiving solution captures records regardless of how or when content is posted. Such a solution must archive records in their native format and ensure authenticity of records to meet legal and compliance requirements. ArchiveSocial correctly captures each of the various data formats used in social media and presents the resulting records in an intuitive interface. ArchiveSocial also archives social media regardless of the device or network used to transmit communications. Social networking platforms are not just websites. Correctly capturing records of social media requires more than taking snapshots of HTML. Like email, all social media communications have an underlying data format containing important metadata about the communication. This metadata includes user IDs, timestamps, and other information not displayed on a webpage.

Consequences if Request is Denied:

An example of how this would help the city: We had a current employee, who is a Robinson citizen, post a complaint about his street on the City's Facebook page. I was at home eating dinner with my family and happened to have my phone right there with me. As soon as I saw the notification I took a screenshot of the post. The same employee later removed the post from the City's Facebook page and denied ever putting it on there. If I had not captured the post when I did we would not have had proof of it. This was just a screenshot though. We would not have had access to the native format to ensure authenticity.

Another example that could potentially benefit the City is an example given from another City who had to remove a post due to the content. That person, whom had posted the content, came back and sued the City stating that they had infringed his 1st amendment rights. The City had to settle with the person because there was no back up setup to capture the data necessary to hold up in court.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10	- 611 -	4100 \$2,388
Total		\$ 2,388

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Communication
 Type of Budget Request: Education

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

The Texas Municipal League announces its third annual TML Leadership Academy – a two-course, six-day program, designed to enhance the leadership skills of officials who serve our Texas cities. The Leadership Academy features an impressive faculty of university professors, thought leaders, and governing officials who will teach you to critique your own decisions and actions, and develop the competencies needed to excel in your leadership role.

May 18-20 – Course One: Personal Leadership Effectiveness
 June 15-17 – Course Two: Ethical and Influential Leadership

At the TML Leadership Academy, you will:

- Measure your leadership competencies, and identify actions to improve your effectiveness
- Examine who you are, and why you are leading
- Explore the principles and characteristics of ethical leadership
- Learn to build trust and community
- Improve team-building and communication skills
- Practice negotiation and conflict resolution for strategic influence

As a Leadership Academy participant, you will assess your personal leadership style and approach in a comfortable setting. You will meet and work with your counterparts from other Texas cities, discussing local issues in the broader leadership context. And you will discover how to apply what you learn in your public service role.

Most importantly, your city and citizens will benefit from the education and experience that you will gain.

Consequences if Request is Denied:

Training allows employees to acquire new skills, sharpen existing ones, perform better, increase productivity and be better leaders. I would like to learn as much as possible, when available, to be the best leader for the city I can be.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
10	- 622 -	4925 \$2,388
		-
		-
		-
		-
Total		\$ 2,388

Request Included _____ Request Denied X

City Manager Comments
 Denied in lieu of approval of the Certified Public Communicator program.



Debt Service Fund Budget

**Debt Service Fund
Summary of Revenues and Expenditures**

	<u>FY 2015-16 Budget</u>	<u>FY 2016-17 Proposed</u>	<u>FY 2016-17 CM Rec.</u>	<u>FY 2016-17 Approved</u>
Beginning Balance	133,828	122,768	122,768	122,768
Revenue				
Ad Valorem Taxes	898,577	918,202	918,202	
Penalty & Interest	5,940	5,700	5,700	
Interest Earnings	<u>1,500</u>	<u>1,800</u>	<u>1,800</u>	
	906,017	925,702	925,702	-
Expenditures				
Principal	495,000	510,000	510,000	
Interest	419,327	412,956	412,956	
Agent Fees	<u>2,750</u>	<u>2,750</u>	<u>2,750</u>	
	917,077	925,706	925,706	-
Ending Balance	122,768	122,764	122,764	122,768

Debt Service Fund
Schedule and Description of Accounts

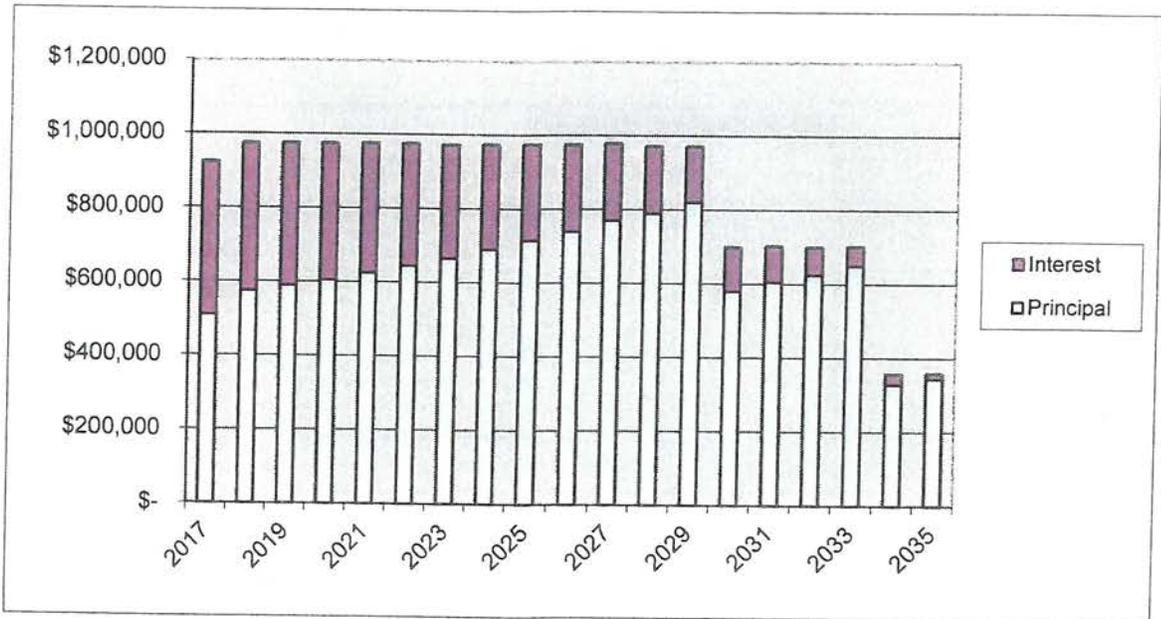
<u>Description, Interest & Maturity Date</u>	<u>Original Issue</u>	<u>Bonds Outstanding 10/01/2016</u>	<u>Retirement Date</u>
Combination Tax & Revenue Certificates of Obligation Series 2007 4.25% Average Coupon Series Due 8/15/2008 to 8/15/2017	\$ 1,008,000	\$ 130,000	08/15/2017
Combination Tax & Revenue Certificates of Obligation Series 2010 3.91% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 2,500,000	\$ 2,380,000	08/15/2029
General Obligation Refunding Bonds Series 2010 3.04% Average Coupon Series Due 8/15/2011 to 2/15/2031	\$ 1,135,000	\$ 350,000	08/15/2021
Combination Tax & Revenue Certificates of Obligation Series 2013 3.18% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 4,645,000	\$ 4,440,000	08/15/2033
Combination Tax & Revenue Certificates of Obligation Series 2015 3.00% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 4,575,000	\$ 4,575,000	08/15/2035
Total	\$ 13,863,000	\$ 11,875,000	

**Debt Service Fund
Overview of Debt Service Expenditures**

<u>Account Description</u>	<u>FY 2015-16 Budget</u>	<u>FY 2016-17 Proposed</u>
<i>Principal Payment</i>	\$ 495,000	\$ 510,000
2007 Combination Tax & Revenue Certificates of Obligation	125,000	130,000
2010 Combination Tax & Revenue Certificates of Obligation	100,000	100,000
2010 General Obligation Refunding Bonds	65,000	70,000
2013 Combination Tax & Revenue Certificates of Obligation	205,000	210,000
2015 Combination Tax & Revenue Certificates of Obligation	-	-
<i>Interest Payment</i>	\$ 419,327	\$ 412,956
2007 Combination Tax & Revenue Certificates of Obligation	10,838	5,525
2010 Combination Tax & Revenue Certificates of Obligation	94,156	91,656
2010 General Obligation Refunding Bonds	13,900	11,950
2013 Combination Tax & Revenue Certificates of Obligation	139,350	135,250
2015 Combination Tax & Revenue Certificates of Obligation	161,083	168,575
TOTALS	\$ 914,327	\$ 922,956

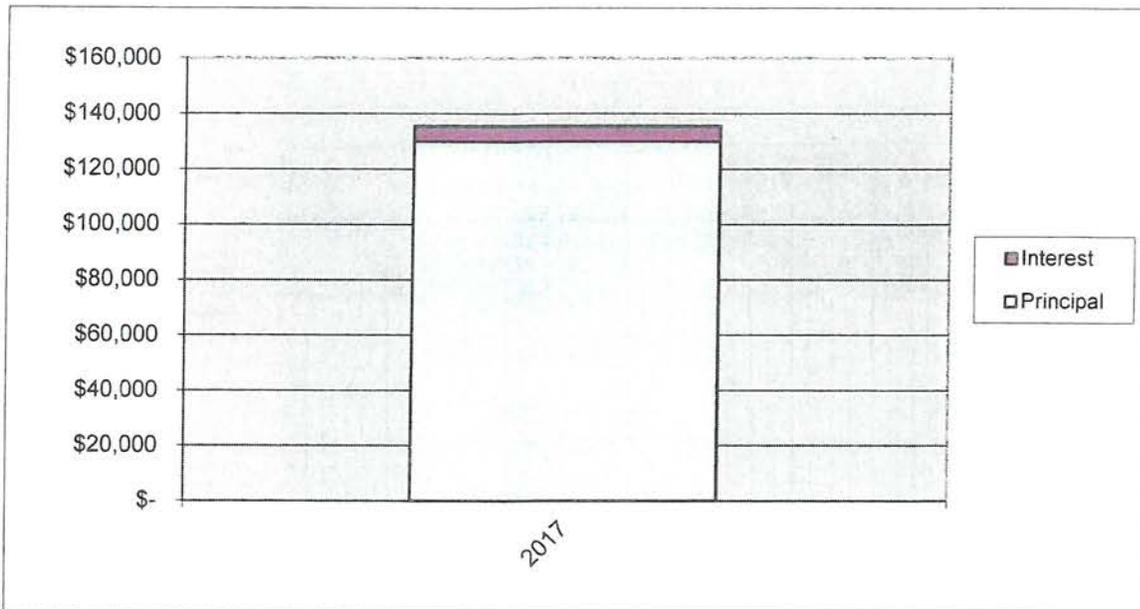
**Annual Debt Service Requirements - Aggregate Debt Service
As of October 1, 2016**

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	11,875,000	510,000	412,956	922,956
2018	11,365,000	575,000	398,131	973,131
2019	10,790,000	590,000	383,981	973,981
2020	10,200,000	605,000	369,406	974,406
2021	9,595,000	625,000	350,125	975,125
2022	8,970,000	645,000	329,475	974,475
2023	8,325,000	665,000	306,025	971,025
2024	7,660,000	690,000	282,925	972,925
2025	6,970,000	715,000	258,950	973,950
2026	6,255,000	740,000	234,075	974,075
2027	5,515,000	770,000	208,325	978,325
2028	4,745,000	790,000	180,275	970,275
2029	3,955,000	820,000	150,775	970,775
2030	3,135,000	580,000	119,100	699,100
2031	2,555,000	605,000	97,400	702,400
2032	1,950,000	625,000	74,750	699,750
2033	1,325,000	650,000	51,350	701,350
2034	675,000	330,000	27,000	357,000
2035	345,000	345,000	13,800	358,800



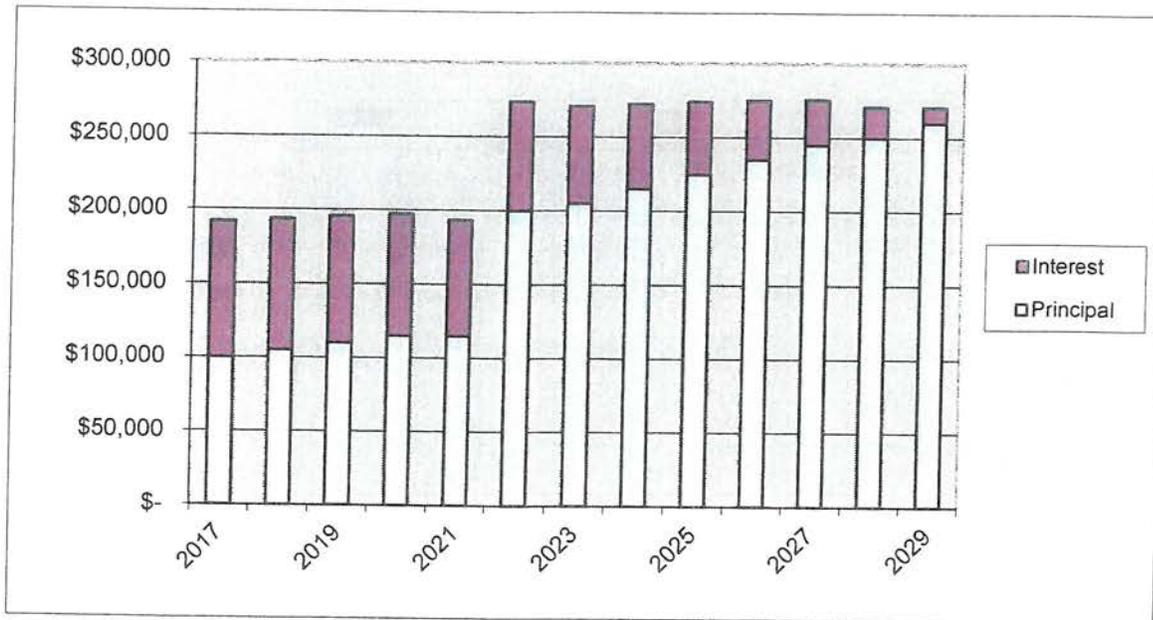
**Annual Debt Service Requirements - Combination Tax & Revenue Supported
Certificates of Obligation - Series 2007
As of October 1, 2016**

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	130,000	130,000	5,525	135,525



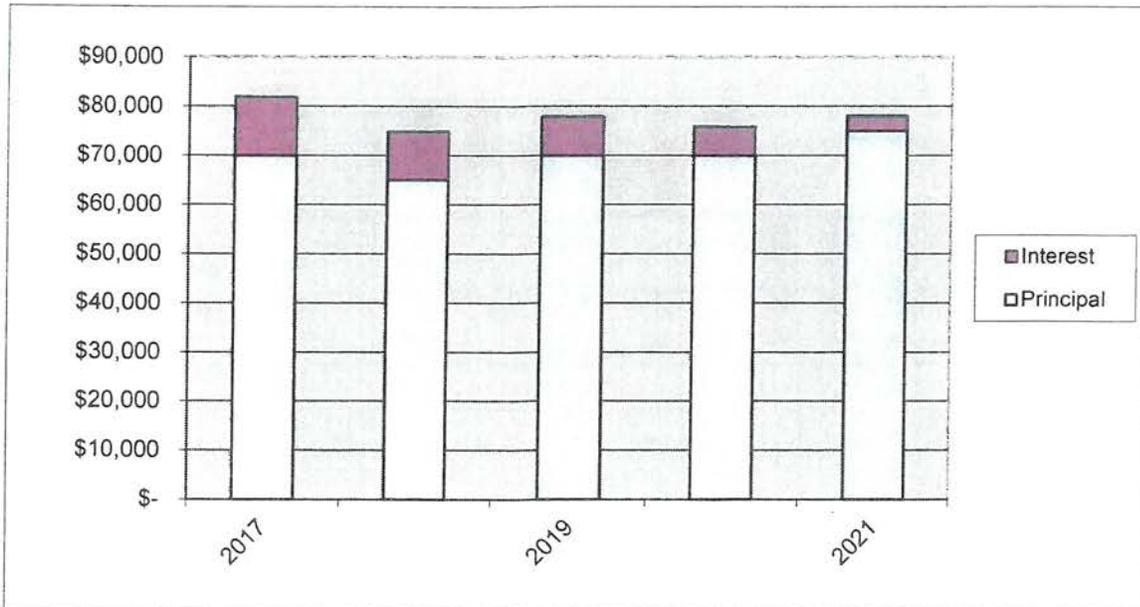
**Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
Obligation - Series 2010
As of October 1, 2016**

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	2,380,000	100,000	91,656	191,656
2018	2,280,000	105,000	88,656	193,656
2019	2,175,000	110,000	85,506	195,506
2020	2,065,000	115,000	82,206	197,206
2021	1,950,000	115,000	78,325	193,325
2022	1,835,000	200,000	73,725	273,725
2023	1,635,000	205,000	65,725	270,725
2024	1,430,000	215,000	57,525	272,525
2025	1,215,000	225,000	48,925	273,925
2026	990,000	235,000	39,925	274,925
2027	755,000	245,000	30,525	275,525
2028	510,000	250,000	20,725	270,725
2029	260,000	260,000	10,725	270,725



Annual Debt Service Requirements - General Obligation Refunding Bonds, Series 2010
As of October 1, 2016

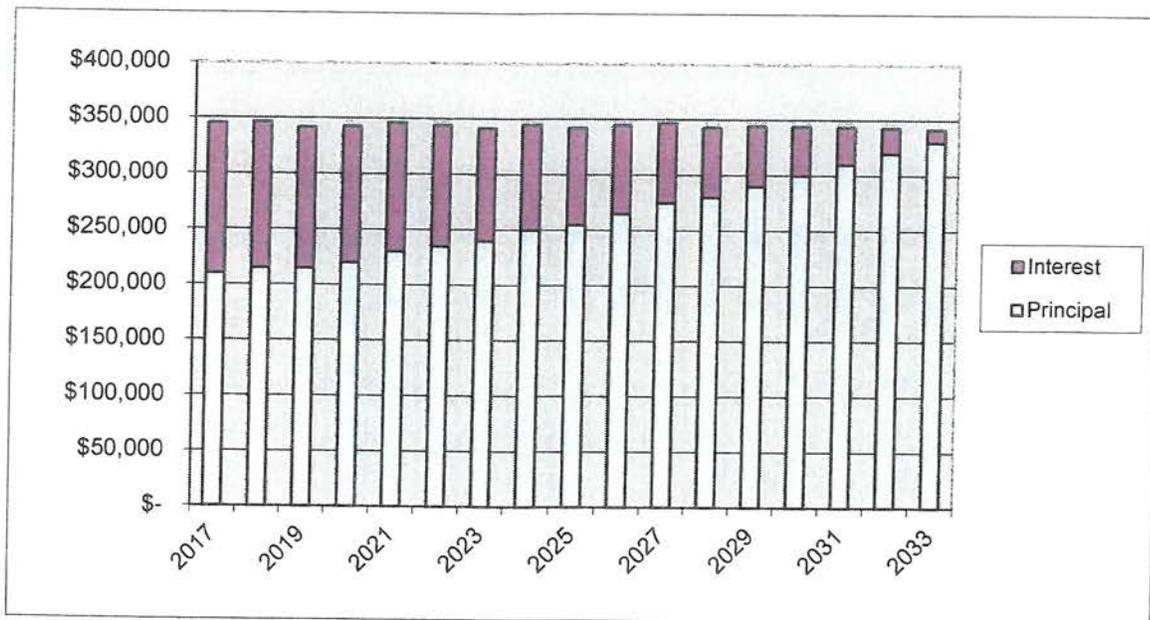
<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	350,000	70,000	11,950	81,950
2018	280,000	65,000	9,850	74,850
2019	215,000	70,000	7,900	77,900
2020	145,000	70,000	5,800	75,800
2021	75,000	75,000	3,000	78,000



Annual Debt Service Requirements - Combination Tax & Revenue Certificates of Obligation - Series 2013

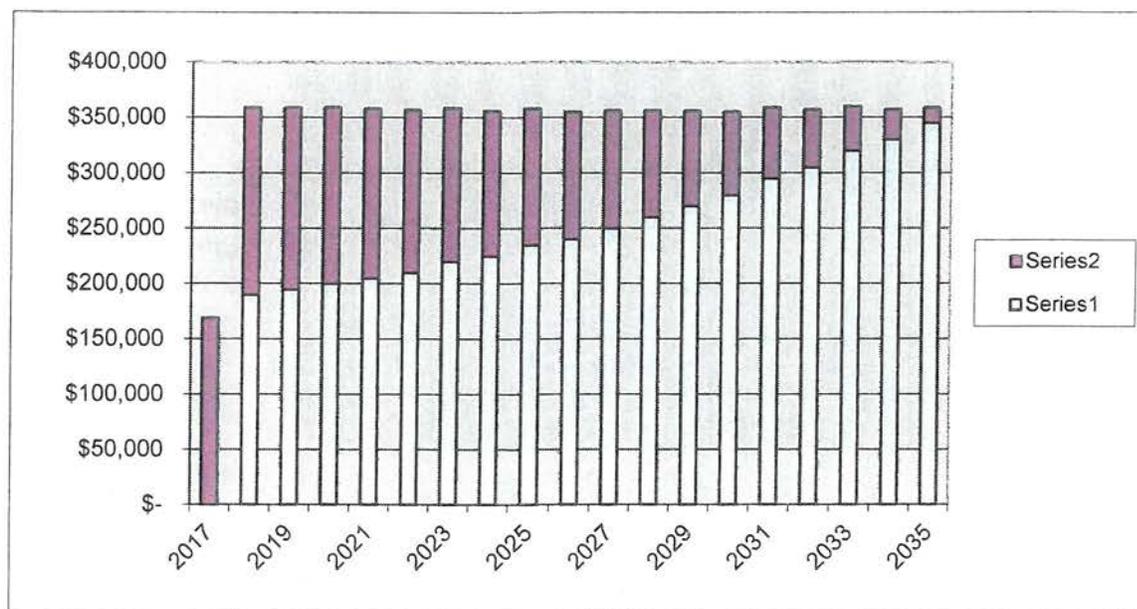
As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	4,440,000	210,000	135,250	345,250
2018	4,230,000	215,000	131,050	346,050
2019	4,015,000	215,000	126,750	341,750
2020	3,800,000	220,000	122,450	342,450
2021	3,580,000	230,000	115,850	345,850
2022	3,350,000	235,000	108,950	343,950
2023	3,115,000	240,000	101,900	341,900
2024	2,875,000	250,000	94,700	344,700
2025	2,625,000	255,000	87,200	342,200
2026	2,370,000	265,000	79,550	344,550
2027	2,105,000	275,000	71,600	346,600
2028	1,830,000	280,000	63,350	343,350
2029	1,550,000	290,000	54,250	344,250
2030	1,260,000	300,000	44,100	344,100
2031	960,000	310,000	33,600	343,600
2032	650,000	320,000	22,750	342,750
2033	330,000	330,000	11,550	341,550



**Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
Obligation - Series 2015
As of October 1, 2016**

<u>Year</u> <u>Ending</u>	<u>Debt</u> <u>Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	4,575,000	-	168,575	168,575
2018	4,575,000	190,000	168,575	358,575
2019	4,385,000	195,000	163,825	358,825
2020	4,190,000	200,000	158,950	358,950
2021	3,990,000	205,000	152,950	357,950
2022	3,785,000	210,000	146,800	356,800
2023	3,575,000	220,000	138,400	358,400
2024	3,355,000	225,000	130,700	355,700
2025	3,130,000	235,000	122,825	357,825
2026	2,895,000	240,000	114,600	354,600
2027	2,655,000	250,000	106,200	356,200
2028	2,405,000	260,000	96,200	356,200
2029	2,145,000	270,000	85,800	355,800
2030	1,875,000	280,000	75,000	355,000
2031	1,595,000	295,000	63,800	358,800
2032	1,300,000	305,000	52,000	357,000
2033	995,000	320,000	39,800	359,800
2034	675,000	330,000	27,000	357,000
2035	345,000	345,000	13,800	358,800





Water Fund Budget

Water Fund Summary Revenues vs. Expenses

	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
BEGINNING UNALLOCATED RESERVE	523,104	959,848	1,561,702	1,903,204	1,903,204	
OPERATING REVENUES						
Water Revenues	4,026,688	4,291,550	4,443,317	4,837,462	4,837,462	-
TOTAL OPERATING REVENUES	4,026,688	4,291,550	4,443,317	4,837,462	4,837,462	-
OPERATING EXPENSES						
Water Administration	395,554	411,811	418,580	405,696	406,956	-
Water Treatment	530,752	465,914	572,497	602,991	603,536	-
Water Distribution	1,287,678	1,295,895	1,469,124	1,585,421	1,609,636	-
TOTAL OPERATING EXPENSES	2,213,984	2,173,620	2,460,201	2,594,108	2,620,128	-
NON-OPERATING REVENUES (EXPENSES)						
Interest and Misc. Revenue	84,016	26,420	52,339	41,000	41,000	-
Debt Service	(1,243,100)	(1,307,492)	(1,459,943)	(1,891,766)	(1,891,766)	-
TOTAL NON-OPERATING REVENUES (EXPENSES)	(1,159,084)	(1,281,072)	(1,407,604)	(1,850,766)	(1,850,766)	-
TRANSFERS						
General Fund	216,876	235,004	234,010	266,060	266,060	
NET INCOME	436,744	601,854	341,502	126,528	100,508	
ENDING UNALLOCATED RESERVE	959,848	1,561,702	1,903,204	2,029,732	2,003,712	

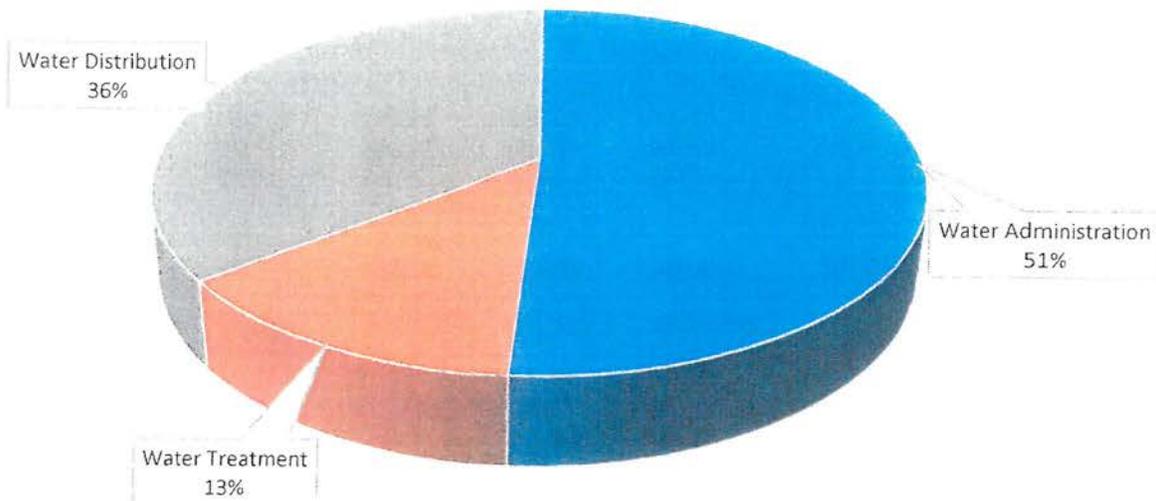
WATER FUND REVENUE

Acct. #	Description	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
OPERATING REVENUE							
5210	Water Sales - Retail	3,511,432	3,712,652	3,913,400	4,308,262	4,308,262	
5215	Water Sales - Wholesale	369,874	445,212	426,167	412,000	412,000	
5220	Water Taps	21,500	12,900	15,735	16,800	16,800	
5225	Utility Penalties	104,244	110,469	72,115	90,000	90,000	
5230	NSF Fee	1,565	1,345	1,400	1,400	1,400	
5235	Equipment/Line Extention	9,083	-	5,500			
5240	Connect/Transfer Fee	8,990	8,972	9,000	9,000	9,000	
TOTAL OPERATING REVENUE		4,026,688	4,291,550	4,443,317	4,837,462	4,837,462	-
NON-OPERATING REVENUE							
5901	Interest Income	10,216	12,262	26,250	24,000	24,000	
5902	Miscellaneous Income	65,050	12,158	24,089	15,000	15,000	
5904	Land Lease Revenue	8,750	2,000	2,000	2,000	2,000	
5910	Sale of Fixed Assets	-	-	-	-	-	
TOTAL NON-OPERATING REVENUE		84,016	26,420	52,339	41,000	41,000	-
TOTAL INCOME		4,110,704	4,317,970	4,495,656	4,878,462	4,878,462	-

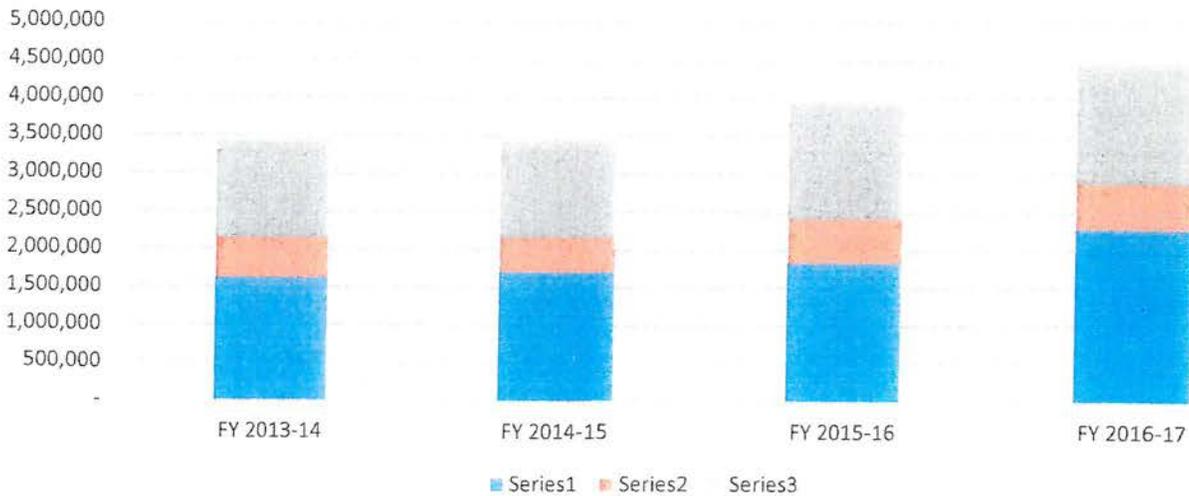
Water Fund Expense Summary by Department

<u>Department</u>	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budgeted	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec.	FY 2016-17 Approved
Water Administration	1,638,654	1,719,303	1,845,817	1,878,523	2,297,462	2,298,722	-
Water Treatment	530,752	465,914	591,795	572,497	602,991	603,536	-
Water Distribution	1,287,678	1,295,895	1,552,720	1,469,124	1,585,421	1,609,636	-
Total	3,457,084	3,481,112	3,990,332	3,920,144	4,485,874	4,511,894	

Water Fund Expenses by Department



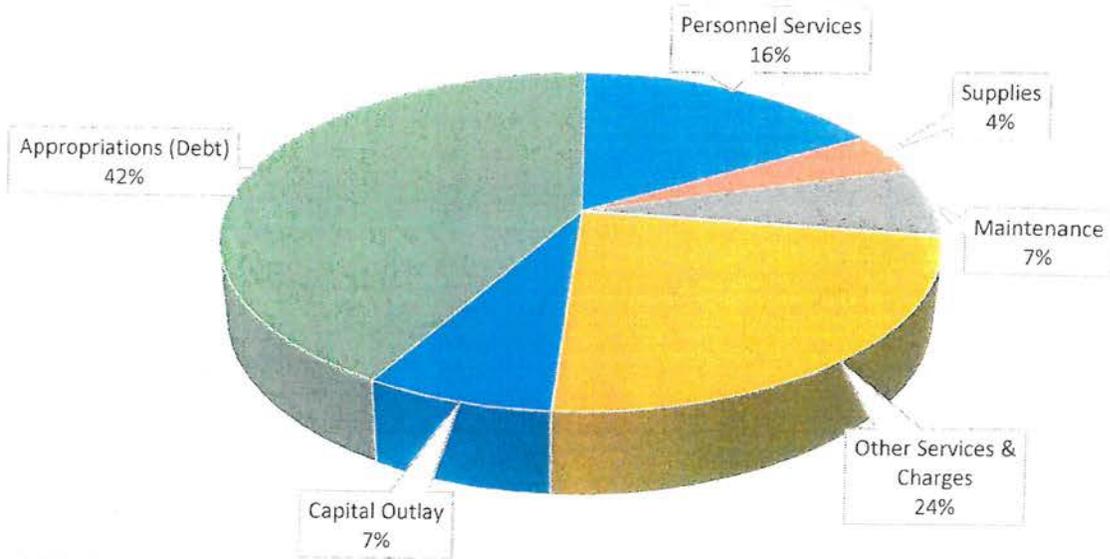
Water Fund Expenses by Department



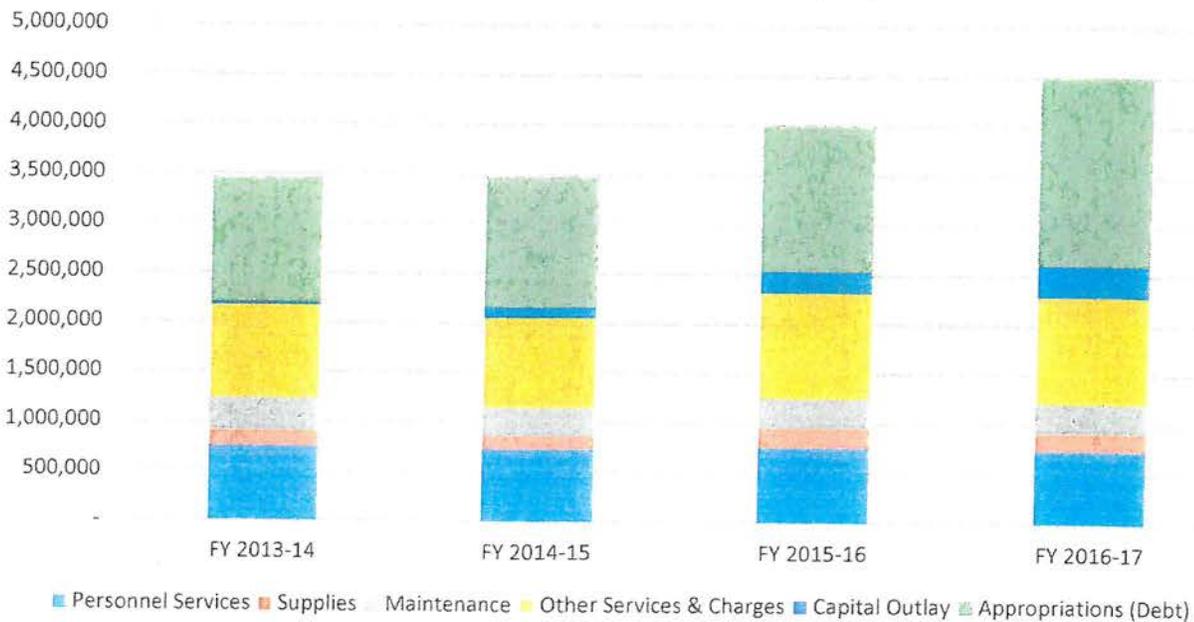
Water Fund Expense Summary By Category

Category	Actual FY 2013-14	Actual FY 2014-15	Budgeted FY 2015-16	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
Personnel Services	759,427	739,807	769,900	745,097	788,848	747,868	-
Supplies	152,205	138,925	196,400	184,315	176,915	176,415	-
Maintenance	328,916	279,815	294,655	307,555	299,330	299,330	-
Other Services & Charges	940,372	907,456	1,065,755	1,003,234	1,074,815	1,074,815	-
Capital Outlay	33,064	107,617	220,000	220,000	254,200	321,700	-
Appropriations (Debt)	<u>1,243,100</u>	<u>1,307,492</u>	<u>1,459,943</u>	<u>1,459,943</u>	<u>1,891,766</u>	<u>1,891,766</u>	-
Total	3,457,084	3,481,112	4,006,653	3,920,144	4,485,874	4,511,894	-

Water Fund Expenses by Category

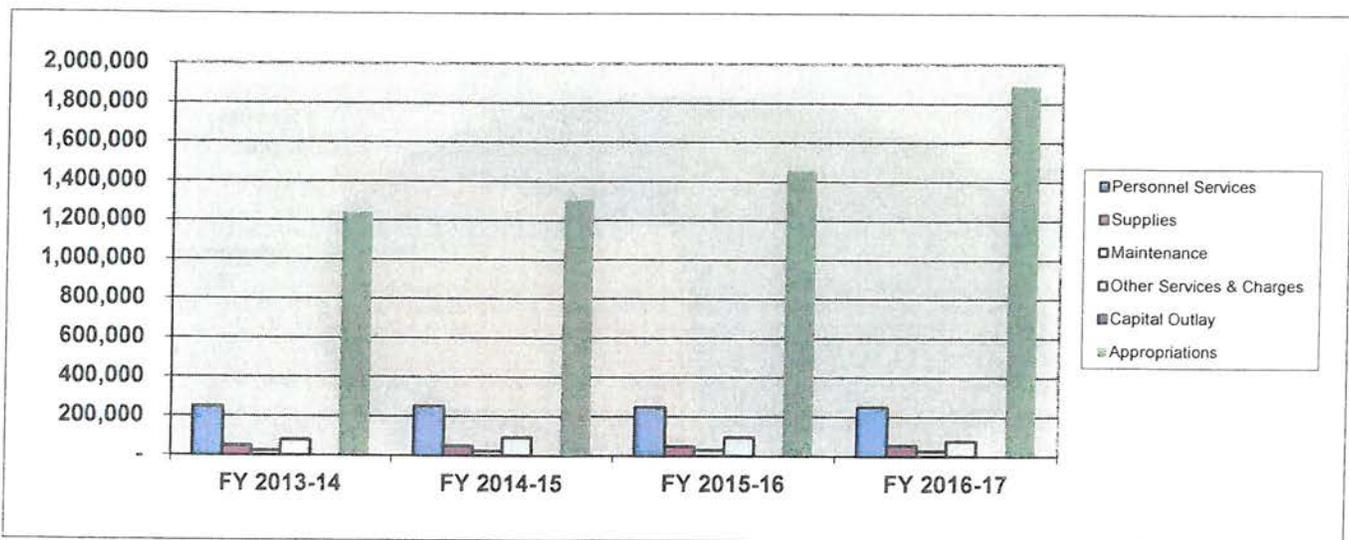


Water Fund Expenses by Category



DEPARTMENT
671 - Water Administration

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Budgeted	Proposed	CM Rec.	Approved
Personnel Services	249,005	250,758	248,625	248,821	250,081	-
Supplies	46,940	47,886	47,300	54,435	54,435	-
Maintenance	21,340	21,852	29,055	26,330	26,330	-
Other Services & Charges	78,269	91,315	93,600	76,110	76,110	-
Capital Outlay	-	-	-	-	-	-
Appropriations	<u>1,243,100</u>	<u>1,307,492</u>	<u>1,459,943</u>	<u>1,891,766</u>	<u>1,891,766</u>	-
Total	1,638,654	1,719,303	1,878,523	2,297,462	2,298,722	-



PERSONNEL:	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
			Actual	Proposed	CM Rec.	Budgeted
Accounting/Billing Supervisor	35,500	52,000	1.00	1.00	1.00	
Utility Billing Clerk	25,700	37,800	2.00	2.00	2.00	
Meter Reader	23,800	33,800	2.00	2.00	2.00	
Total Personnel			5.00	5.00	5.00	0.00

DEPARTMENT DETAIL
671 - Water Administration

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	176,844	157,611	168,378	162,643	162,643	
1005	OVERTIME	5,737	5,242	5,910	5,500	5,500	
1010	LONGEVITY	1,236	1,204	1,442	1,536	1,536	
1500	FICA EXPENSE	11,000	12,384	13,333	12,980	12,980	
1525	TMRS	17,890	21,091	23,528	24,616	25,876	
1530	MEDICAL INSURANCE	25,866	44,020	30,805	39,000	39,000	
1535	WORKER'S COMPENSATION	10,432	9,206	5,229	2,546	2,546	
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	249,005	250,758	248,625	248,821	250,081	
2001	NON-OFFICE SUPPLIES	12,952	14,532	15,000	1,500	1,500	
2002	POSTAL SUPPLIES/PRINTING	26,400	26,893	26,000	28,000	28,000	
2005	UNIFORMS	1,074	845	1,300	1,300	1,300	
2006	FUEL	6,514	5,616	5,000	5,000	5,000	
2011	OFFICE SUPPLIES				12,000	12,000	
2012	COMPUTER EQUIPMENT				5,635	5,635	
2013	TOOLS & MINOR EQUIPMENT				400	400	
2014	SAFETY EQUIPMENT				500	500	
2015	EDUCATIONAL SUPPLIES				100	100	
2017	JANITORIAL SUPPLIES						
	SUPPLIES	46,940	47,886	47,300	54,435	54,435	
3000	MAINTENANCE - SYSTEM						
3001	MAINTENANCE - VEHICLES	2,906	2,584	2,400	3,000	3,000	
3002	MAINTENANCE - AGREEMENTS	18,434	19,268	26,655	23,330	23,330	
	MAINTENANCE	21,340	21,852	29,055	26,330	26,330	
4002	INSURANCE - AUTO/EQUIPMENT	5,175	5,533	5,921	5,250	5,250	
4004	INSURANCE - GENERAL LIABILITY	7,042	7,440	9,700	6,300	6,300	
4100	COMMUNICATIONS				1,600	1,600	
4140	EMPLOYMENT SERVICE COSTS	654	712	820	800	800	
4145	EMPLOYEE WELLNESS			100	-	-	
4150	UTILITIES	100	937	500	-	-	
4475	LEGAL ADVERTISING			500	500	500	
4500	LEGAL FEES	6,631	12,043	10,000	10,000	10,000	
4550	PROFESSIONAL		2,060	2,500	3,000	3,000	
4600	AUDIT	14,500	15,000	17,000	18,000	18,000	
4770	CREDIT CARD FEES	18,782	20,647	21,909	23,200	23,200	
4780	TECHNOLOGY EXPENSE	906	909	1,200	1,060	1,060	
4915	JANITORIAL	1,513	1,631	1,450	1,900	1,900	
4925	EDUCATION	2,502	105	3,000	3,500	3,500	
4950	MISCELLANEOUS	6,048	56	1,000	1,000	1,000	
4975	BAD DEBT EXPENSE	14,416	24,242	18,000	-	-	
	OTHER SERVICES & CHARGES	78,269	91,315	93,600	76,110	76,110	
8021	CAPITAL OUTLAY - OTHER CAPITAL OUTLAY	-	-	-	-	-	
9015	PRINCIPAL PAYMENTS	826,729	902,448	923,382.00	1,162,941	1,162,941	
9016	INTEREST EXPENSE	415,871	404,544	535,311	727,575	727,575	
9017	DEBT SERVICE FEES	500	500	1250	1,250	1,250	
9018	PAYING AGENT FEES						
9080	DEBT SERVICE - OTHER						
9000	APPROPRIATIONS	1,243,100	1,307,492	1,459,943	1,891,766	1,891,766	
	DEPT TOTAL	1,638,654	1,719,303	1,878,523	405,696	406,956	

City of Robinson Budget Request Form

WA#2

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Administration
 Type of Budget Request: Computer & related equipment

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Need to replace computers for utility clerks & finance assist. The finance assistant and one utility clerk computers are 3 1/2 years old. The second utility clerk computer is 6 years old.

Consequences if Request is Denied:

The computers may crash without notice and then personnel will have to wait days before they can get up and running. The utility department has too much daily activity to be down a computer.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
	70 - 671 - 2001	5,635
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	Total	\$ 5,635

Request Included X

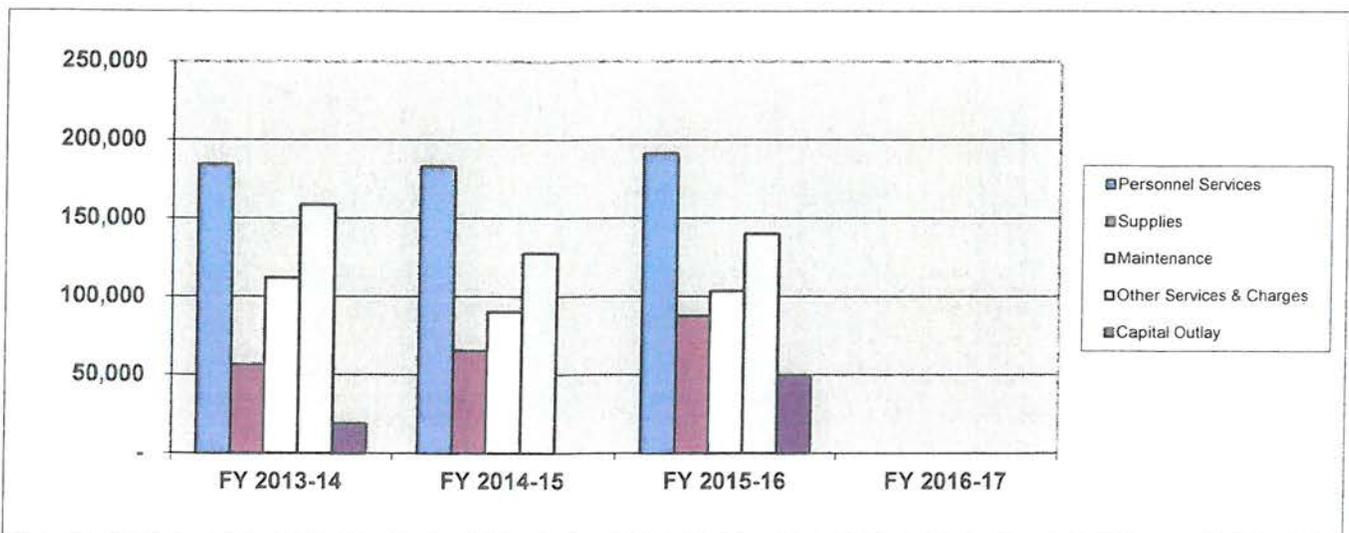
Request Denied

City Manager Comments

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DEPARTMENT
672 - Water Treatment

EXPENDITURE SUMMARY:	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Budgeted	Proposed	CM Rec.	Approved
Personnel Services	184,279	182,933	191,304	201,561	202,606	-
Supplies	56,543	65,389	87,515	76,680	76,180	-
Maintenance	112,065	90,066	103,500	96,000	96,000	-
Other Services & Charges	158,599	127,526	140,178	175,750	175,750	-
Capital Outlay	19,266	-	50,000	53,000	53,000	-
Total	530,752	465,914	572,497	602,991	603,536	-



PERSONNEL:	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
			Actual	Proposed	CM Rec.	Budgeted
Water Plant Operator - Lead	42,000	57,000	1.00	1.00	1.00	
Water Plant Operator II	35,000	45,000	1.00	1.00	1.00	
Water Plant Operator I	29,500	38,500	1.00	1.00	1.00	
Total Personnel			3.00	3.00	3.00	0.00

DEPARTMENT DETAIL
672 - Water Treatment

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Budgeted FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	122,256	121,451	125,595	129,070	129,070	
1005	OVERTIME	7,965	8,867	8,174	8,000	8,000	
1010	LONGEVITY	1,128	1,264	1,488	1,632	1,632	
1050	INCENTIVE	1,497	2,100	2,800	2,100	2,100	
1500	FICA EXPENSE	9,506	10,171	10,233	10,771	10,771	
1525	TMRS	15,973	17,990	18,058	20,427	21,472	
1530	MEDICAL INSURANCE	21,470	16,792	22,244	23,400	23,400	
1535	WORKER'S COMPENSATION	4,484	4,298	2,712	6,161	6,161	
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	184,279	182,933	191,304	201,561	202,606	-
2001	NON-OFFICE SUPPLIES	5,013	4,468	17,500	500	500	
2004	LAB SUPPLIES	5,389	4,341	5,815	6,000	6,000	
2005	UNIFORMS	2,092	2,298	2,100	2,300	2,300	
2006	FUEL	3,049	2,741	2,700	2,500	2,500	
2009	CHEMICALS	41,000	51,541	59,400	57,400	57,400	
2011	OFFICE SUPPLIES				1,000	1,000	
2012	COMPUTER EQUIPMENT						
2013	TOOLS & MINOR EQUIPMENT				6,480	6,480	
2014	SAFETY EQUIPMENT						
	SUPPLIES	56,543	65,389	87,515	76,680	76,180	-
3000	MAINTENANCE - SYSTEM	59,324	50,672	70,000	60,000	60,000	
3001	MAINTENANCE - VEHICLES	5,525	5,084	5,500	6,000	6,000	
3004	MAINTENANCE - FACILITIES	1,454	3,160	3,000	5,000	5,000	
3008	MAINTENANCE - EQUIPMENT	45,762	31,150	25,000	25,000	25,000	
	MAINTENANCE	112,065	90,066	103,500	96,000	96,000	-
4002	INSURANCE - AUTO/EQUIPMENT				1,050	1,050	
4003	INSURANCE - BUILDING				7,850	7,850	
4004	INSURANCE - GENERAL LIABILITY	10,249	9,925	10,400			
4100	COMMUNICATIONS		499	630	600	600	
4150	UTILITIES	102,172	88,680	95,400	120,000	120,000	
4265	WATER SAMPLE ANALYSIS	24,214	13,581	15,000	23,500	23,500	
4550	PROFESSIONAL	18,184	13,558	16,848	20,000	20,000	
4925	EDUCATION	1,139	1,151	1,200	2,000	2,000	
4950	MISCELLANEOUS	2,641	132	700	750	750	
	CONTRACTUAL SERVICES	158,599	127,526	140,178	175,750	175,750	-
8005	INSTRUMENTS & APPARATUS				14,000	14,000	
8015	PUMPS & VALVES				4,000	4,000	
8016	MEMBRANES				35,000	35,000	
8021	CAPITAL OUTLAY - OTHER	19,266	-	50,000			
	CAPITAL OUTLAY	19,266	-	50,000	53,000	53,000	-
	DEPT TOTAL	530,752	465,914	572,497	602,991	603,536	-

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Treatment
 Type of Budget Request: Auma Actuators

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

We have a total of 10 actuators alone on our conventional side of our treatment plant. Over the previous 3 budget years we have been replacing these older actuators with new ones. The 2 actuators requested will complete the replacement of all 10 actuators.

Consequences if Request is Denied:

Mechanical problems which in turn shuts down the water plant.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
	- 672 - 8500	14,000
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	Total	\$ 14,000

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Treatment
 Type of Budget Request: Increase costs in professional services

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

During the 2016-2017 fiscal year we are planning several system improvement projects. The increase is related to the amount of work planned. The coming fiscal year we will be making some improvements and repairs at the water treatment plant. The project will include removing the media from our Micro-Floc units sand blasting the surface and repairing any damage that is found during the proces and then recoating the surface. Along with this contract we will be replacing the rail system along with the 2 sludge pumps in the wet-well . Also we will be repairing a small water leak that is on the connection from our blend line to our clear-well. At the same time we will be bidding out to replace the membranes on our reverse osmosis units.

If work is not completed the metal structure of Micro-floc units will begin to leak and make the units inoperable. If we do not replace the membranes we will not be able to treat the brackish Brazos river water.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
_____ - 672 - 4550	_____	_____ 15,000
_____ - _____	_____	_____ -
_____ - _____	_____	_____ -
_____ - _____	_____	_____ -
_____ - _____	_____	_____ -
_____ - _____	_____	_____ -
_____ - _____	_____	_____ -
_____ - _____	_____	_____ -
Total		\$ <u>15,000</u>

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Treatment
 Type of Budget Request: Increase costs in lab supplies.

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

New TCEQ rules require water systems that use chloramines as their disinfectant create a nitrification action plan. This requires us to run nitrate and nitrite analysis at several locations throughout our water system.

Consequences if Request is Denied:

State required analysis

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>		<u>\$ Amount</u>
	672	2004	1,900
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	Total		\$ 1,900

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Treatment
 Type of Budget Request: Lab Stirring Plate

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

We are having to run analysis on new constituents this fiscal year, This is one of the items needed to perform the test.

Consequences if Request is Denied:

State required analysis

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
_____ - 672 - 2001	_____	380
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
Total	\$	<u>380</u>

Request Included X

Request Denied

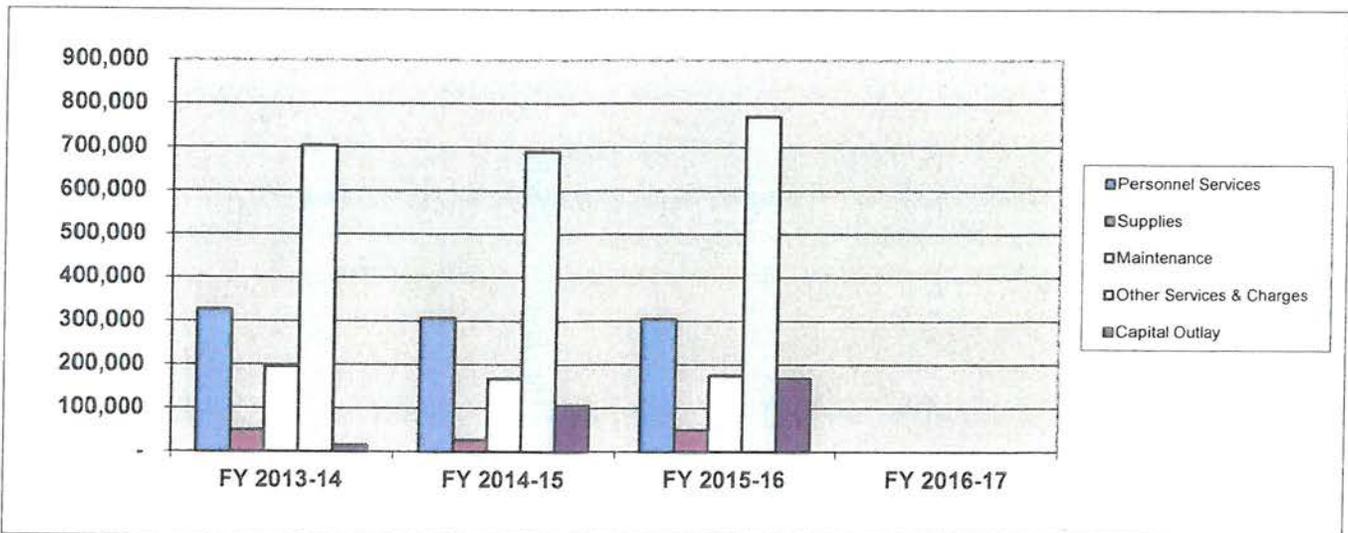
City Manager Comments

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DEPARTMENT
675 - Water Distribution

EXPENDITURE
SUMMARY:

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Budgeted	Proposed	CM Rec.	Approved
Personnel Services	326,143	306,116	305,168	338,466	295,181	-
Supplies	48,722	25,650	49,500	45,800	45,800	-
Maintenance	195,511	167,897	175,000	177,000	177,000	-
Other Services & Charges	703,504	688,615	769,456	822,955	822,955	-
Capital Outlay	13,798	107,617	170,000	201,200	268,700	-
Total	1,287,678	1,295,895	1,469,124	1,585,421	1,609,636	-



PERSONNEL:

	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
			Actual	Proposed	CM Rec.	Budgeted
Water Utility Director	45,500	86,500	1.00	1.00	0.00	
Water Distribution III	35,000	45,000	1.00	1.00	1.00	
Water Distribution II	33,000	43,500	2.00	2.00	2.00	
Water Distribution 1	29,500	34,000	1.00	1.00	1.00	
Utility System Director	65,500	104,500	0.00	0.00	0.50	
Total Personnel			5.00	5.00	4.50	0.00

DEPARTMENT DETAIL
675 - Water Distribution

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	211,294	200,120	194,556	222,759	189,100	
1005	OVERTIME	19,439	14,951	18,573	17,600	17,600	
1010	LONGEVITY	3,088	2,160	1,640	1,488	1,488	
1050	INCENTIVE	3,246	3,583	4,800	3,300	3,300	
1500	FICA EXPENSE	17,898	17,017	16,304	18,754	16,233	
1525	TMRS	28,853	29,356	28,772	35,565	32,360	
1530	MEDICAL INSURANCE	42,325	38,929	40,523	39,000	35,100	
1535	WORKER'S COMPENSATION						
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	326,143	306,116	305,168	338,466	295,181	-
2001	NON-OFFICE SUPPLIES	25,230	8,302	10,000			
2005	UNIFORMS	2,138	1,665	3,500	3,750	3,750	
2006	FUEL	21,354	15,683	15,000	17,500	17,500	
2009	CHEMICALS			21,000	23,000	23,000	
2013	TOOLS & MINOR EQUIPMENT				550	550	
2017	JANITORIAL SUPPLIES				1,000	1,000	
	SUPPLIES	48,722	25,650	49,500	45,800	45,800	-
3000	MAINTENANCE - SYSTEM	154,161	154,915	150,000	147,000	147,000	
3001	MAINTENANCE - VEHICLES	41,350	12,982	25,000	30,000	30,000	
3002	MAINTENANCE - AGREEMENTS						
3004	MAINTENANCE - FACILITIES						
3005	MAINTENANCE - STREET REPAIR						
3008	MAINTENANCE - EQUIPMENT						
3007	MAINTENANCE - RADIOS						
	MAINTENANCE	195,511	167,897	175,000	177,000	177,000	-
4100	COMMUNICATIONS	931	1,222	1,450	500	500	
4150	UTILITIES	208,436	184,880	214,801	250,000	250,000	
4270	TCEQ/HEALTH DEPT	1,196	-	10,000	10,000	10,000	
4300	GROUNDWATER CONSV DISTRICT	9,081	10,326	19,730	19,730	19,730	
4400	WACO WATER CONTRACT	482,301	488,633	516,475	534,725	534,725	
4550	PROFESSIONAL		1,597	3,500	5,000	5,000	
4925	EDUCATION	1,142	828	2,000	2,000	2,000	
4950	MISCELLANEOUS	417	1,129	1,500	1,000	1,000	
	CONTRACTUAL SERVICES	703,504	688,615	769,456	822,955	822,955	-
8002	MOTOR VEHICLES				26,200	26,200	
8003	FURNITURE & FIXTURES						
8004	MACHINERY					67,500	
8013	WATER SYSTEM				50,000	50,000	
8021	CAPITAL OUTLAY - OTHER	13,798	107,617	170,000	125,000	125,000	
	CAPITAL OUTLAY	13,798	107,617	170,000	201,200	268,700	-
	DEPT TOTAL	1,287,678	1,295,895	1,469,124	1,585,421	1,609,636	-

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Distribution
 Type of Budget Request: Gas Water Pump

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

Pump is used to repair water leaks by pumping water from the hole around the break.

Consequences if Request is Denied:

Not being prepared to repair water leaks.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
_____ - 675 - 2001	_____	550
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
_____ - _____ - _____	_____	-
Total	\$	<u>550</u>

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Distribution
 Type of Budget Request: Maintenance Vehicles/Equipment

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

We have a couple more pieces of equipment to keep operational. Studying current fiscal years budget we will need more funding in this area. During this current fiscal year we put in service a vac trailer. This was a used piece of equipment and we are seeing that it takes alot of maintenance to keep it operational. We also are keeping 2 flat-beds in our inventory. Both of the trucks are older models that require periodic maintenance.

Consequences if Request is Denied:

Not having enough budgeted to take care of this line item.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
- 675 - 3001	5,000	
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
Total	\$	<u>5,000</u>

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Distribution
 Type of Budget Request: Pickup Truck/ Accessories

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

We have 4 service trucks in Distribution. The lowest mileage out of the 4 trucks has about 92,000 miles. Pickup is requested to keep rotation of trucks to keep dependable vehicles in service.

Consequences if Request is Denied:

Not providing an adequate rotation of trucks and allowing our units to age.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
	- 675 - 8500	26,200
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	Total	\$ 26,200

Request Included X

Request Denied

City Manager Comments

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Water Distribution and Wastewater Departments
 Type of Budget Request: City Manager Personnel Reorganization

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

After evaluating operations and position, I am recommending that the position of Public Works Director be eliminated. The Public Works Director has been fully funded within the Wastewater Fund for the past several years. The General Fund responsibilities of the Public Works Director will be transferred to the Community Services Director. That position is outlined in the General Fund. Within the Water and Sewer Fund, I am recommending that we reclassify the position of Water Utilities Director to Utility System Director. The salary for the new position will be increased. The Utility System Director will oversee all day to day operations of the water and sewer systems which includes . The Director will also be charged with oversight of \$3.6 million in operating budget utility budgets as well as oversight of all construction projects and implementation of the Utility CIP. Finally, the Director will be responsible for implementing a succession plan to insure continuity in the future. Making these changes will create savings that allows for the addition of another field assistant. The plan is to cross train the water distribution and wastewater field assistants to provide greater efficiencies in addressing system issue. In addition, the Traffic Operations Superintendent position has been carried by the Wastewater Department. That position is being moved back to the General Fund and added to the Street Department. The result is a net decrease in Water Fund Personnel costs of \$22,032 and a Wastewater Fund personnel cost reduction of \$18,326 below the original FY 2015-16 budgets. Total savings to the two funds is \$40,358.

Consequences if Request is Denied:

We will continue to under utilize personnel and continue to allocate costs to a department and fund receiving little or no benefit from that position.

Line Item(s) Affected by This Request:

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>	
_____	_____	_____	-
_____	_____	_____	-
_____	_____	_____	-
_____	_____	_____	-
_____	_____	_____	-
_____	_____	_____	-
_____	_____	_____	-
_____	_____	_____	-
	Total	\$	-

Request Included X

Request Denied

City Manager Comments

**Water Fund Debt Service
Schedule and Description of Accounts**

<u>Description, Interest & Maturity Date</u>	<u>Original Issue</u>	<u>Bonds Outstanding 10/01/2016</u>	<u>Retirement Date</u>
General Obligation Refunding Bonds Series 2005 3.58% Average Coupon Series Due 7/21/2006 to 8/15/2017	\$ 2,735,000	\$ 1,285,000	07/01/2022
Combination Tax & Revenue Certificates of Obligation Series 2007 4.25% Average Coupon Series Due 8/15/2008 to 8/15/2017	\$ 3,125,000	\$ 2,415,000	08/15/2027
Combination Tax & Revenue Certificates of Obligation Series 2010 3.91% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 500,000	\$ 377,500	08/15/2029
General Obligation Refunding Bonds Series 2010 3.24% Average Coupon Series Due 8/15/2011 to 2/15/2021	\$ 1,531,765	\$ 788,676	08/15/2021
Combination Tax & Revenue Certificates of Obligation Series 2012 2.9% Average Coupon Series Due 8/15/2013 to 8/15/2032	\$ 9,305,000	8,115,000	08/15/2032
Combination Tax & Revenue Certificates of Obligation Series 2015 3.00% Average Coupon Series Due 8/15/2016 to 8/15/2035	\$ 2,295,000	\$ 2,295,000	08/15/2035
Combination Tax & Revenue Certificates of Obligation Series 2016 3.85% Average Coupon Series Due 8/15/2017 to 8/15/2036	\$ 5,935,000	\$ 5,935,000	08/15/2036
Total	\$ 25,426,765	\$ 21,211,176	

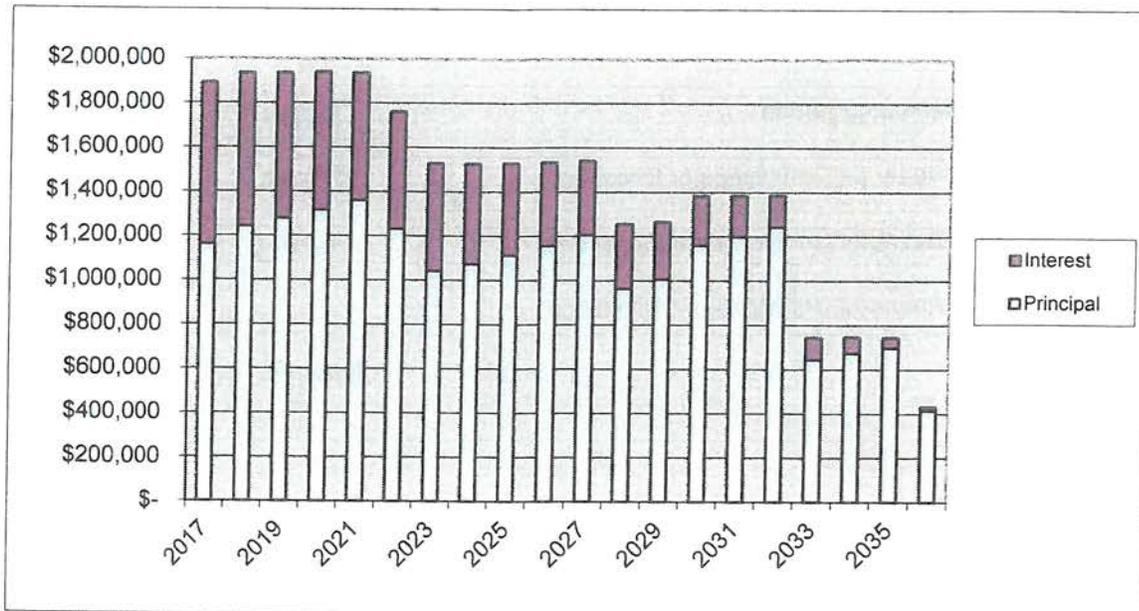
**Water Fund
Overview of Debt Service Expenses**

<u>Account Description</u>	<u>FY 2015-16 Budget</u>	<u>FY 2016-17 Proposed</u>
<i>Principal Payment</i>	\$ 923,382	\$ 1,162,941
2005 General Obligation Refunding Bonds	185,000	195,000
2007 Combination Tax & Revenue Certificates of Obligation	165,000	170,000
2010 Combination Tax & Revenue Certificates of Obligation	22,500	22,500
2010 General Obligation Refunding Bonds	145,882	150,441
2012 Combination Tax & Revenue Certificates of Obligation	405,000	415,000
2015 Combination Tax & Revenue Certificates of Obligation	-	-
2016 Combination Tax & Revenue Certificates of Obligation	-	210,000
<i>Interest Payment</i>	\$ 531,937	\$ 727,575
2005 General Obligation Refunding Bonds	52,626	46,003
2007 Combination Tax & Revenue Certificates of Obligation	109,650	102,638
2010 Combination Tax & Revenue Certificates of Obligation	14,828	14,266
2010 General Obligation Refunding Bonds	31,319	26,943
2012 Combination Tax & Revenue Certificates of Obligation	238,900	230,800
2015 Combination Tax & Revenue Certificates of Obligation	84,614	88,550
2016 Combination Tax & Revenue Certificates of Obligation	-	218,375
TOTALS	\$ 1,455,319	\$ 1,890,516

Water Fund

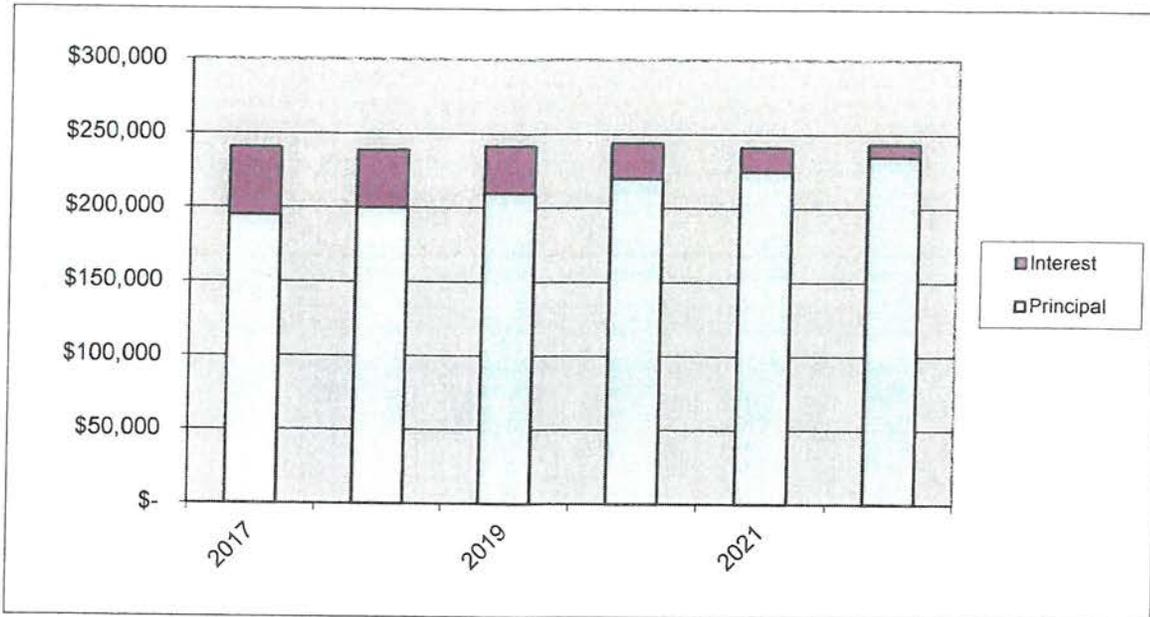
Annual Debt Service Requirements - Aggregate Wastewater Debt

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	21,211,176	1,162,941	727,575	1,890,516
2018	20,048,235	1,245,000	689,205	1,934,205
2019	18,803,235	1,280,000	655,095	1,935,095
2020	17,523,235	1,319,559	619,877	1,939,436
2021	16,203,676	1,361,176	574,825	1,936,001
2022	14,842,500	1,232,500	528,160	1,760,660
2023	13,610,000	1,042,500	486,410	1,528,910
2024	12,567,500	1,075,000	451,735	1,526,735
2025	11,492,500	1,115,000	415,935	1,530,935
2026	10,377,500	1,157,500	376,085	1,533,585
2027	9,220,000	1,207,500	334,685	1,542,185
2028	8,012,500	965,000	291,097	1,256,097
2029	7,047,500	1,007,500	258,047	1,265,547
2030	6,040,000	1,160,000	223,400	1,383,400
2031	4,880,000	1,200,000	182,900	1,382,900
2032	3,680,000	1,245,000	140,950	1,385,950
2033	2,435,000	645,000	97,400	742,400
2034	1,790,000	675,000	71,600	746,600
2035	1,115,000	700,000	44,600	744,600
2036	415,000	415,000	16,600	431,600



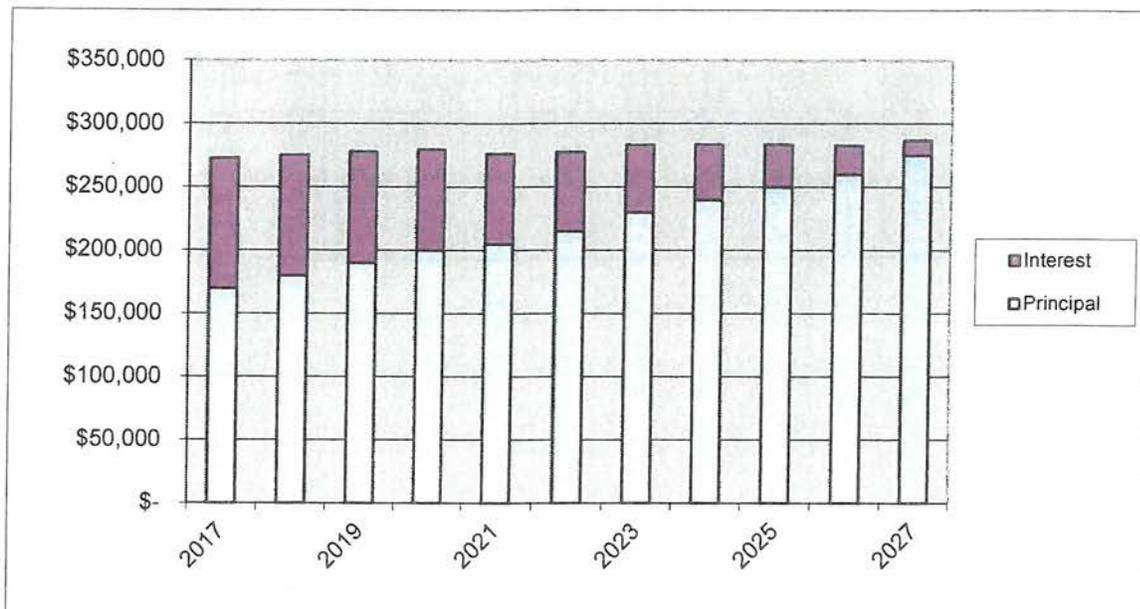
Water Fund
Annual Debt Service Requirements - General Obligation Refunding Bonds - Series 2005
As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	1,285,000	195,000	46,003	241,003
2018	1,090,000	200,000	39,022	239,022
2019	890,000	210,000	31,862	241,862
2020	680,000	220,000	24,344	244,344
2021	460,000	225,000	16,468	241,468
2022	235,000	235,000	8,413	243,413



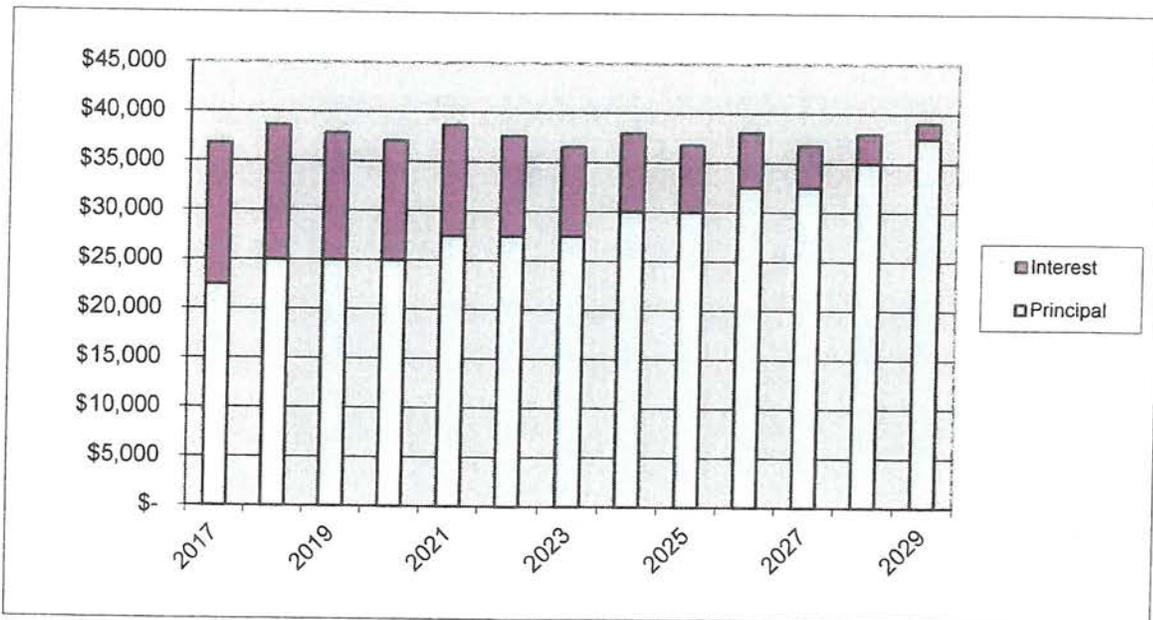
Water Fund
Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
Obligation - Series 2007
As of October 1, 2016

<u>Year</u> <u>Ending</u>	<u>Debt</u> <u>Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	2,415,000	170,000	102,638	272,638
2018	2,245,000	180,000	95,413	275,413
2019	2,065,000	190,000	87,763	277,763
2020	1,875,000	200,000	79,688	279,688
2021	1,675,000	205,000	71,188	276,188
2022	1,470,000	215,000	62,475	277,475
2023	1,255,000	230,000	53,338	283,338
2024	1,025,000	240,000	43,563	283,563
2025	785,000	250,000	33,363	283,363
2026	535,000	260,000	22,738	282,738
2027	275,000	275,000	11,688	286,688



Water Fund
Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
Obligation - Series 2010
As of October 1, 2016

<u>Year</u> <u>Ending</u>	<u>Debt</u> <u>Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	377,500	22,500	14,266	36,766
2018	355,000	25,000	13,591	38,591
2019	330,000	25,000	12,841	37,841
2020	305,000	25,000	12,091	37,091
2021	280,000	27,500	11,247	38,747
2022	252,500	27,500	10,147	37,647
2023	225,000	27,500	9,047	36,547
2024	197,500	30,000	7,947	37,947
2025	167,500	30,000	6,747	36,747
2026	137,500	32,500	5,547	38,047
2027	105,000	32,500	4,247	36,747
2028	72,500	35,000	2,947	37,947
2029	37,500	37,500	1,547	39,047

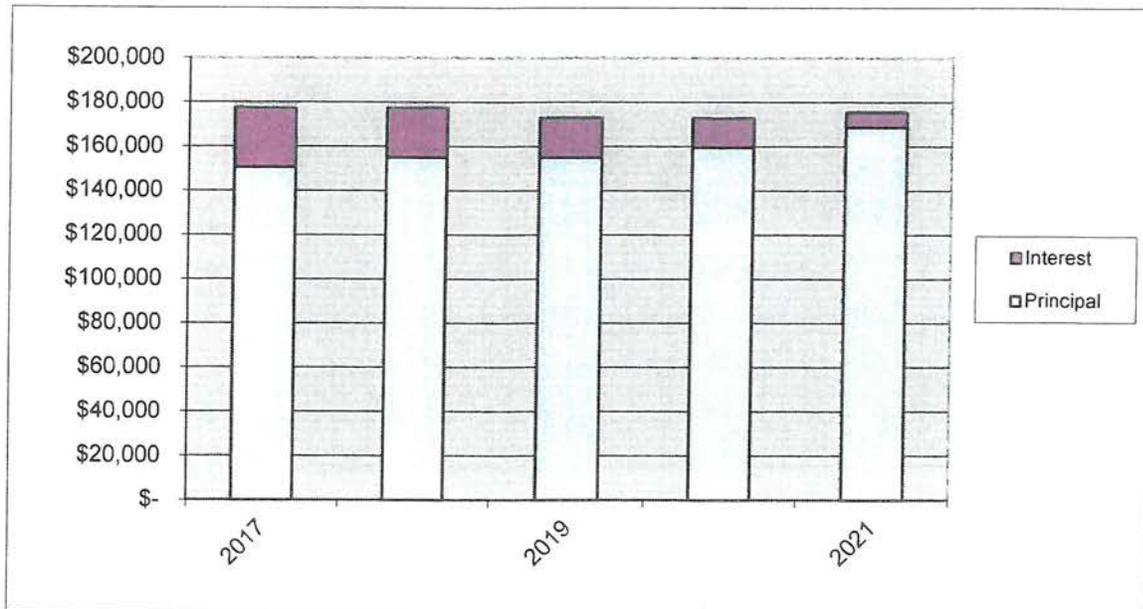


Water Fund

Annual Debt Service Requirements - General Obligation Refunding Bonds - Series 2010

As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	788,676	150,441	26,943	177,384
2018	638,235	155,000	22,429	177,429
2019	483,235	155,000	17,779	172,779
2020	328,235	159,559	13,129	172,688
2021	168,676	168,676	6,747	175,423

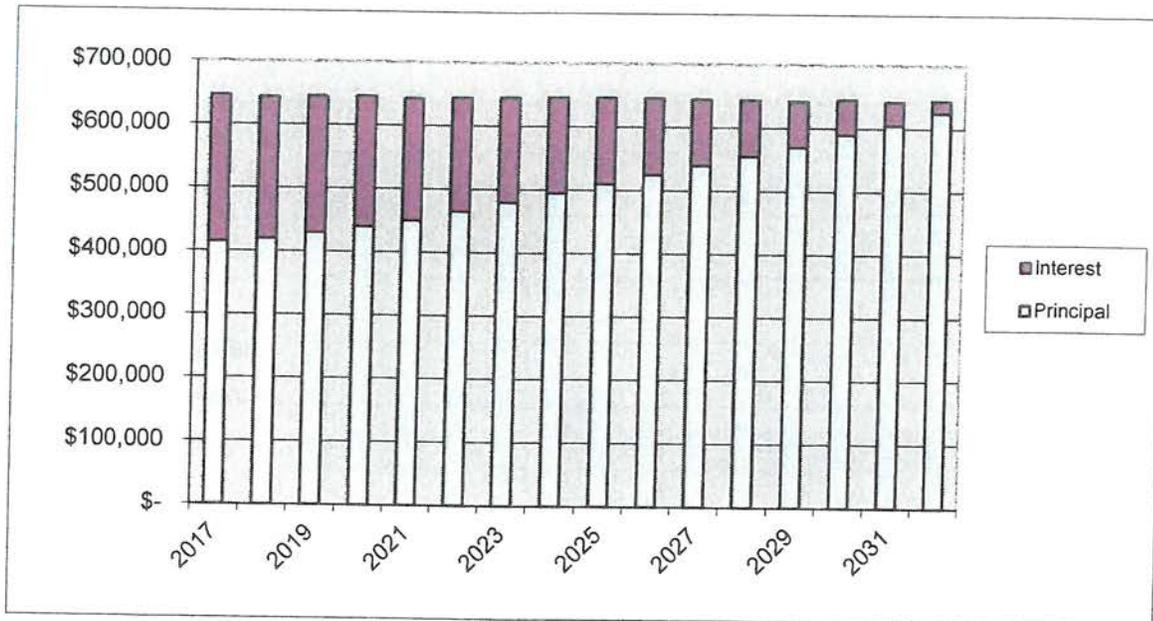


Water Fund

Annual Debt Service Requirements - Combination Tax & Revenue Certificates of Obligation - Series 2012

As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	8,115,000	415,000	230,800	645,800
2018	7,700,000	420,000	222,500	642,500
2019	7,280,000	430,000	214,100	644,100
2020	6,850,000	440,000	205,500	645,500
2021	6,410,000	450,000	192,300	642,300
2022	5,960,000	465,000	178,800	643,800
2023	5,495,000	480,000	164,850	644,850
2024	5,015,000	495,000	150,450	645,450
2025	4,520,000	510,000	135,600	645,600
2026	4,010,000	525,000	120,300	645,300
2027	3,485,000	540,000	104,550	644,550
2028	2,945,000	555,000	88,350	643,350
2029	2,390,000	570,000	71,700	641,700
2030	1,820,000	590,000	54,600	644,600
2031	1,230,000	605,000	36,900	641,900
2032	625,000	625,000	18,750	643,750

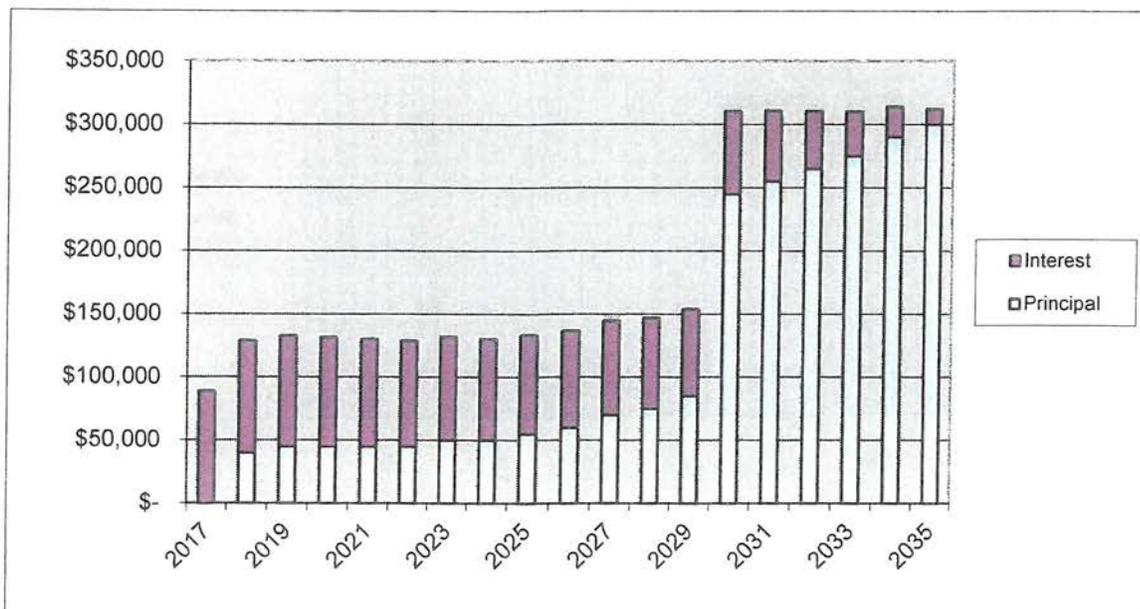


Water Fund

Annual Debt Service Requirements - Combination Tax & Revenue Certificates of Obligation - Series 2015

As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	2,295,000	-	88,550	88,550
2018	2,295,000	40,000	88,550	128,550
2019	2,255,000	45,000	87,550	132,550
2020	2,210,000	45,000	86,425	131,425
2021	2,165,000	45,000	85,075	130,075
2022	2,120,000	45,000	83,725	128,725
2023	2,075,000	50,000	81,925	131,925
2024	2,025,000	50,000	80,175	130,175
2025	1,975,000	55,000	78,425	133,425
2026	1,920,000	60,000	76,500	136,500
2027	1,860,000	70,000	74,400	144,400
2028	1,790,000	75,000	71,600	146,600
2029	1,715,000	85,000	68,600	153,600
2030	1,630,000	245,000	65,200	310,200
2031	1,385,000	255,000	55,400	310,400
2032	1,130,000	265,000	45,200	310,200
2033	865,000	275,000	34,600	309,600
2034	590,000	290,000	23,600	313,600
2035	300,000	300,000	12,000	312,000

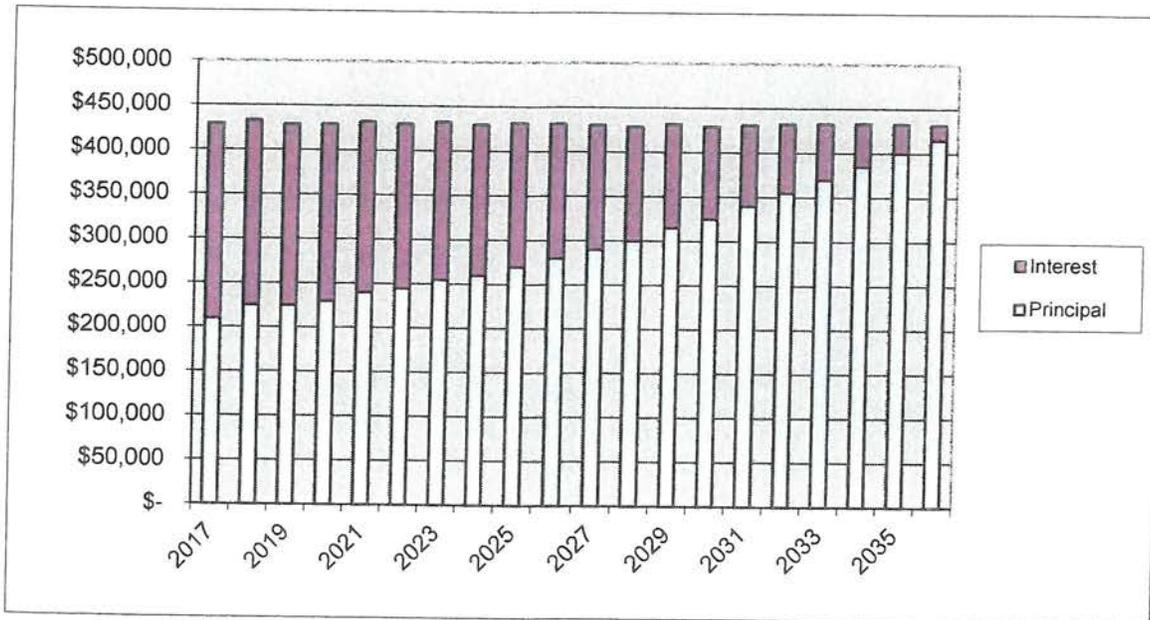


Water Fund

Annual Debt Service Requirements - Combination Tax & Revenue Certificates of Obligation - Series 2016

As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	5,935,000	210,000	218,375	428,375
2018	5,725,000	225,000	207,700	432,700
2019	5,500,000	225,000	203,200	428,200
2020	5,275,000	230,000	198,700	428,700
2021	5,045,000	240,000	191,800	431,800
2022	4,805,000	245,000	184,600	429,600
2023	4,560,000	255,000	177,250	432,250
2024	4,305,000	260,000	169,600	429,600
2025	4,045,000	270,000	161,800	431,800
2026	3,775,000	280,000	151,000	431,000
2027	3,495,000	290,000	139,800	429,800
2028	3,205,000	300,000	128,200	428,200
2029	2,905,000	315,000	116,200	431,200
2030	2,590,000	325,000	103,600	428,600
2031	2,265,000	340,000	90,600	430,600
2032	1,925,000	355,000	77,000	432,000
2033	1,570,000	370,000	62,800	432,800
2034	1,200,000	385,000	48,000	433,000
2035	815,000	400,000	32,600	432,600
2036	415,000	415,000	16,600	431,600



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Wastewater Fund Budget

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**Wastewater Fund Summary
Revenues vs. Expenses**

	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
BEGINNING UNALLOCATED RESERVE	606,107	653,417	572,532	786,568	786,568	
OPERATING REVENUES						
Sewer Revenues	1,545,570	1,769,277	1,859,838	2,042,316	2,042,316	-
TOTAL OPERATING REVENUES	1,545,570	1,769,277	1,859,838	2,042,316	2,042,316	-
OPERATING EXPENSES						
Wastewater Department	707,233	940,975	880,512	901,174	977,786	-
TOTAL OPERATING EXPENSES	707,233	940,975	880,512	901,174	977,786	-
NON-OPERATING REVENUES (EXPENSES)						
Interest and Miscellaneous Revenue	71,920	33,475	39,250	29,000	29,000	-
Debt Service	(709,067)	(812,827)	(664,570)	(681,908)	(681,908)	-
TOTAL NON-OPERATING REVENUES (EXPENSES)	(637,147)	(779,352)	(625,320)	(652,908)	(652,908)	-
TRANSFERS						
General Fund	81,960	96,360	100,720	112,327	112,327	
NET INCOME	47,310	(80,885)	214,036	346,907	270,295	-
ENDING UNALLOCATED RESERVE	653,417	572,532	786,568	1,133,475	1,056,863	

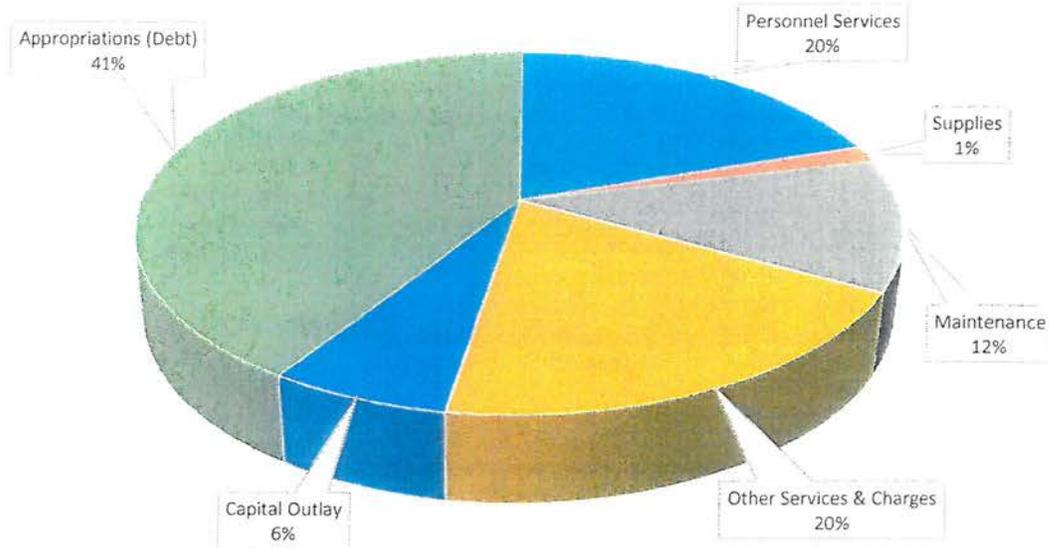
SEWER FUND REVENUE

Acct. #	Description	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
5210	Sewer Sales	1,524,665	1,740,658	1,844,583	2,021,976	2,021,976	
5211	WMARSS: Sewer Sales	-	12,234	-			
5220	Sewer Taps	20,905	16,385	15,255	20,340	20,340	
TOTAL OPERATING REVENUE		1,545,570	1,769,277	1,859,838	2,042,316	2,042,316	-
NON-OPERATING REVENUE							
5901	Interest Income	7,350	8,114	17,250	9,000	9,000	
5902	Miscellaneous Income	64,570	25,361	22,000	20,000	20,000	
TOTAL NON-OPERATING REVENUE		71,920	33,475	39,250	29,000	29,000	-
TOTAL INCOME		1,617,490	1,802,752	1,899,088	2,071,316	2,071,316	-

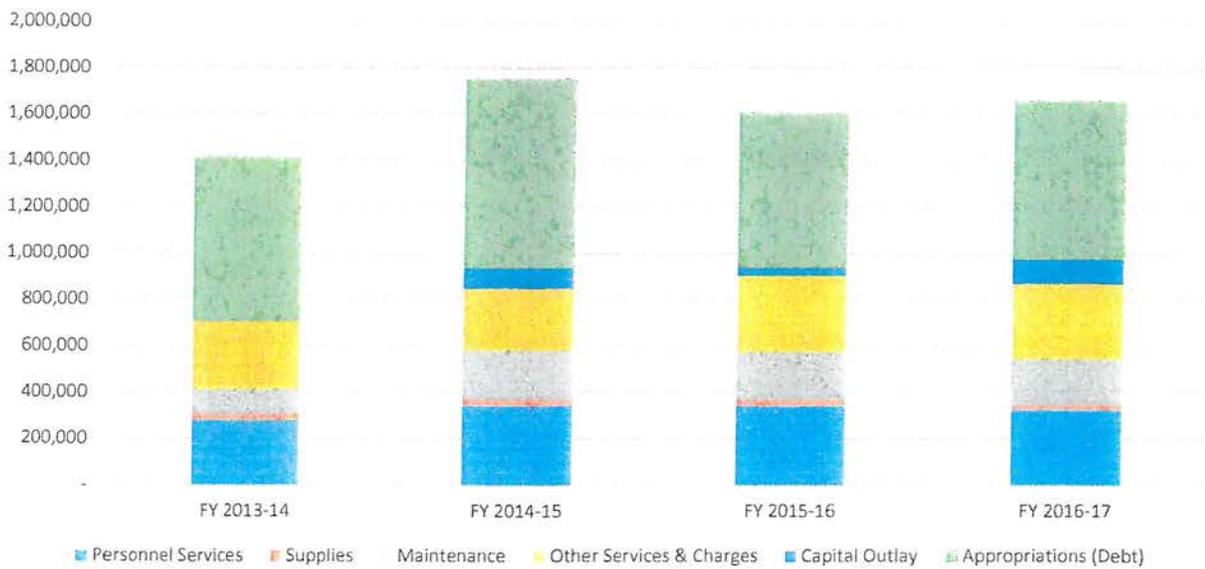
Wastewater Fund
Summary of Expenses by Category

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Budgeted	Estimated	Proposed	CM Rec.	Approved
Personnel Services	284,448	345,767	346,467	269,610	318,729	328,141	-
Supplies	26,392	30,569	28,000	28,000	24,500	24,200	-
Maintenance	105,469	208,397	202,980	202,980	195,445	195,445	-
Other Services & Charges	290,924	266,417	329,410	344,922	323,100	323,100	-
Capital Outlay	-	89,825	35,000	35,000	39,400	106,900	-
Appropriations (Debt)	709,067	812,827	664,570	664,570	681,908	681,908	-
Total	1,416,300	1,753,802	1,606,427	1,545,082	1,583,082	1,659,694	-

Sewer Fund Expenses by Category



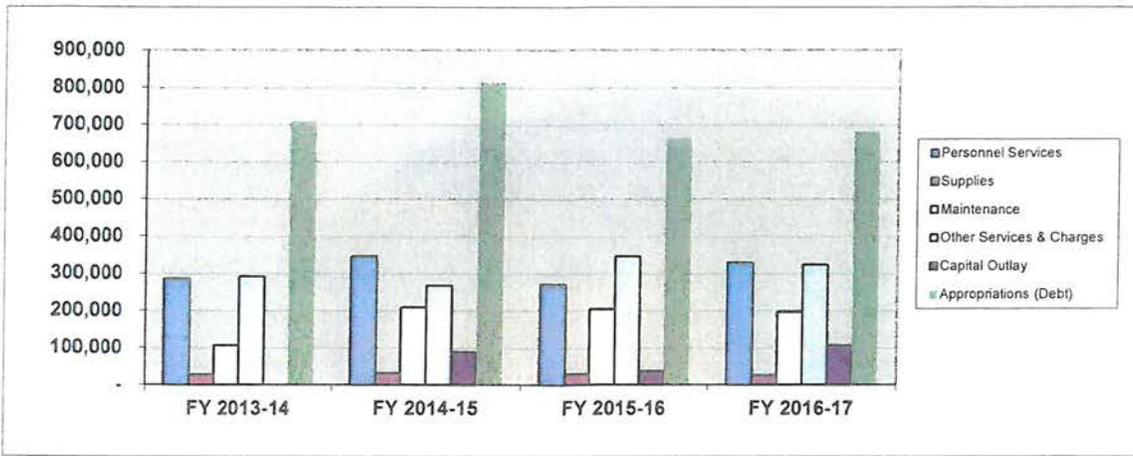
Wastewater Fund Expenses by Category



DEPARTMENT
651 - Wastewater

EXPENDITURE
SUMMARY:

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
	Actual	Actual	Estimated	Proposed	CM Rec.	Approved
Personnel Services	284,448	345,767	269,610	318,729	328,141	-
Supplies	26,392	30,569	28,000	24,500	24,200	-
Maintenance	105,469	208,397	202,980	195,445	195,445	-
Other Services & Charges	290,924	266,417	344,922	323,100	323,100	-
Capital Outlay	-	89,825	35,000	39,400	106,900	-
Appropriations (Debt)	709,067	812,827	664,570	681,908	681,908	-
Total	1,416,300	1,753,802	1,545,082	1,583,082	1,659,694	-



PERSONNEL:

	Salary Range		FY 2015-16	FY 2016-17	FY 2016-17	FY 2016-17
			Actual	Proposed	CM Rec.	Budgeted
Public Works Director	45,000	75,000	1.00	1.00	0.00	
Wastewater Supervisor	35,000	50,000	1.00	1.00	1.00	
Wastewater Field Assistant	28,400	39,050	3.00	3.00	4.00	
Traffic Operations Supt.	35,000	50,000	1.00	0.00	0.00	
Utility System Director	84,000	109,200	0.00	0.00	0.50	
Total Personnel			6.00	5.00	5.50	0.00

DEPARTMENT DETAIL

651 - Wastewater

ACCT#	ACCOUNT DESCRIPTION	Actual FY 2013-14	Actual FY 2014-15	Estimated FY 2015-16	Proposed FY 2016-17	CM Rec'd FY 2016-17	Approved FY 2016-17
1000	SALARIES	189,537	235,271	180,506	205,881	211,301	
1005	OVERTIME	16,940	17,460	14,400	15,000	12,000	
1010	LONGEVITY	688	732	694	1,008	1,008	
1050	INCENTIVE	950	725	300	300	300	
1500	FICA EXPENSE	15,482	18,441	14,910	17,074	17,489	
1525	TMRS	25,534	31,857	26,056	32,379	34,863	
1530	MEDICAL INSURANCE	35,317	41,281	32,744	39,000	42,900	
1535	WORKER'S COMPENSATION				8,087	8,280	
1550	UNEMPLOYMENT TAX						
	PERSONNEL SERVICES	284,448	345,767	269,610	318,729	328,141	-
2001	NON-OFFICE SUPPLIES	8,445	14,967	12,000	840	840	
2005	UNIFORMS	2,632	1,833	3,000	2,500	2,500	
2006	FUEL	15,315	13,769	13,000	16,000	16,000	
2011	OFFICE SUPPLIES				1,200	1,200	
2012	COMPUTER EQUIPMENT				900	900	
2013	TOOLS & MINOR EQUIPMENT				1,200	1,200	
2014	SAFETY EQUIPMENT				1,460	1,460	
2015	EDUCATIONAL SUPPLIES				100	100	
2017	JANITORIAL SUPPLIES				300	300	
	SUPPLIES	26,392	30,569	28,000	24,500	24,200	-
3000	MAINTENANCE - SYSTEM	81,782	151,022	140,000	140,000	140,000	
3001	MAINTENANCE - VEHICLES	15,118	47,092	40,000	40,000	40,000	
3002	MAINTENANCE - AGREEMENTS	8,569	9,944	19,980	12,445	12,445	
3004	MAINTENANCE - FACILITIES		339	3,000	3,000	3,000	
	MAINTENANCE	105,469	208,397	202,980	195,445	195,445	-
4004	INSURANCE	13,912	18,596	19,350	11,600	11,600	
4100	COMMUNICATIONS	2,247	2,785	3,200	1,500	1,500	
4140	EMPLOYMENT SERVICE COSTS	200	580	700	1,000	1,000	
4150	UTILITIES	39,167	33,758	35,000	42,000	42,000	
4230	WMARS - M&O	210,221	176,709	238,952	240,000	240,000	
4250	EASEMENT PURCHASE			23,017			
4500	LEGAL FEES		185	795	1,000	1,000	
4550	PROFESSIONAL		1,170	2,000	3,000	3,000	
4600	AUDIT	14,500	16,000	17,000	18,000	18,000	
4780	TECHNOLOGY EXPENSE	909	909	1,108	1,000	1,000	
4915	JANITORIAL						
4925	EDUCATION	2,557	2,856	2,800	3,000	3,000	
4950	MISCELLANEOUS	2,134	937	1,000	1,000	1,000	
4975	BAD DEBT EXPENSE	5,077	11,932				
	CONTRACTUAL SERVICES	290,924	266,417	344,922	323,100	323,100	-
8002	MOTOR VEHICLES				39,400	39,400	
8004	MACHINERY					67,500	
8021	CAPITAL OUTLAY - OTHER	-	89,825	35,000			
	CAPITAL OUTLAY	-	89,825	35,000	39,400	106,900	-
9015	PRINCIPAL PAYMENTS	517,282	631,529	505,073	442,059	442,059	
9016	INTEREST EXPENSE	191,785	181,110	159,497	239,849	239,849	
9010	AGENT FEES		188				
9000	APPROPRIATIONS	709,067	812,827	664,570	681,908	681,908	-
	DEPT TOTAL	1,416,300	1,753,802	1,545,082	1,583,082	1,659,694	-

City of Robinson Budget Request Form

Use this form to detail any new requested personnel, programs, capital expenditures, or individual line item increases (greater than inflationary increases) to your departmental budget.

Department: Waste Water
 Type of Budget Request: Capital

Description of Item or Program Requested:

In addition to an overview of the item, descriptions must include how the item or program will increase or improve service delivery or reduce other expenditures.

New white truck 1 ton four door 4x4 . This truck will be used to tow our sewer jeter trailer that holds 750 gallons of water, this why we need a 1 ton. The four wheel drive is for off road ,we have lines and manholes in pastures that are hard to get to. Four doors are so when they go to class out of town we take one .

Consequences if Request is Denied:

we have a 3/4 ton pick up with major problems with the motor. We have taken the truck to a shop, they said a motor will cost \$ 13,000. We use this truck to pull the sewer machine and other equipment with and is also a truck that used for other projects as well

Account Number(s) and Corresponding Increases (Decreases):	<u>Line Item</u>	<u>\$ Amount</u>
	50 - 651 - 8500	39,000
	50 - 651 - 2001	400
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	- - -	-
	Total	\$ 39,400

Request Included X Request Denied

City Manager Comments

**Wastewater Fund Debt Service
Schedule and Description of Accounts**

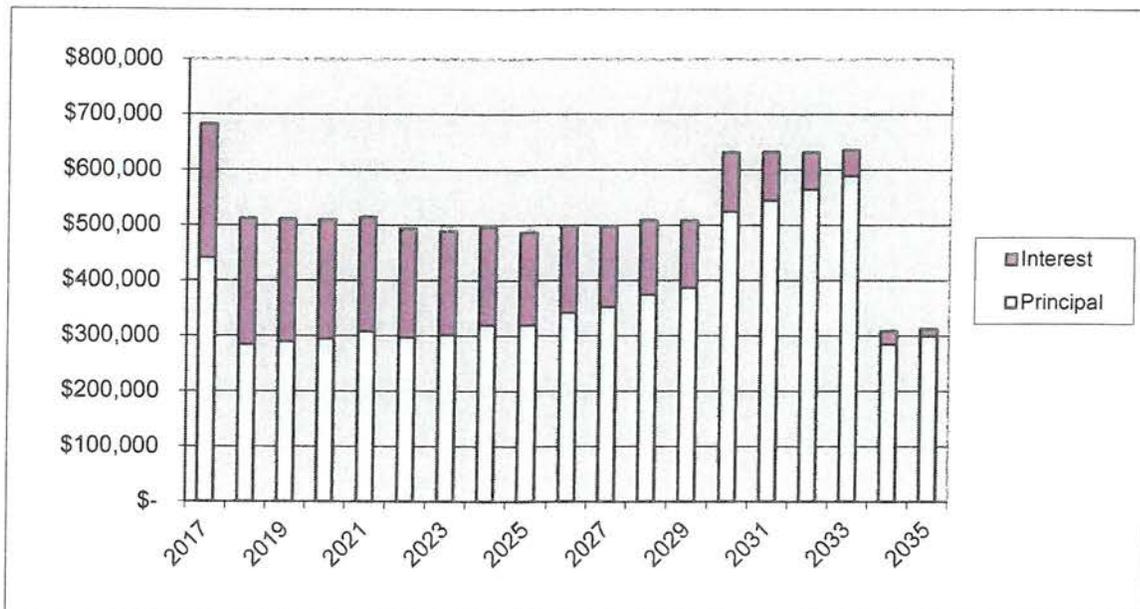
<u>Description, Interest & Maturity Date</u>	<u>Original Issue</u>	<u>Bonds Outstanding 10/01/2016</u>	<u>Retirement Date</u>
Combination Tax & Revenue Certificates of Obligation Series 2007 4.25% Average Coupon Series Due 8/15/2008 to 8/15/2017	\$ 770,000	\$ 95,000	08/15/2017
Combination Tax & Revenue Certificates of Obligation Series 2010 3.91% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 500,000	\$ 377,500	08/15/2029
General Obligation Refunding Bonds Series 2010 3.04% Average Coupon Series Due 8/15/2011 to 2/15/2031	\$ 923,235	\$ 191,324	08/15/2021
Combination Tax & Revenue Certificates of Obligation Series 2013 3.18% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 4,660,000	\$ 4,165,000	08/15/2033
Combination Tax & Revenue Certificates of Obligation Series 2015 3.00% Average Coupon Series Due 8/15/2011 to 8/15/2029	\$ 2,300,000	\$ 2,300,000	08/15/2035
Total	\$ 9,153,235	\$ 7,128,824	

**Wastewater Fund
Overview of Debt Service Expenses**

<u>Account Description</u>	<u>FY 2015-16 Budget</u>	<u>FY 2016-17 Proposed</u>
<i>Principal Payment</i>	\$ 431,618	\$ 442,059
2007 Combination Tax & Revenue Certificates of Obligation	90,000	95,000
2010 Combination Tax & Revenue Certificates of Obligation	22,500	22,500
2010 General Obligation Refunding Bonds	129,118	129,559
2013 Combination Tax & Revenue Certificates of Obligation	190,000	195,000
2015 Combination Tax & Revenue Certificates of Obligation	-	-
<i>Interest Payment</i>	\$ 247,971	\$ 239,849
2007 Combination Tax & Revenue Certificates of Obligation	7,863	4,038
2010 Combination Tax & Revenue Certificates of Obligation	14,828	14,266
2010 General Obligation Refunding Bonds	9,931	6,057
2013 Combination Tax & Revenue Certificates of Obligation	130,663	126,863
2015 Combination Tax & Revenue Certificates of Obligation	84,686	88,625
TOTALS	\$ 679,589	\$ 681,908

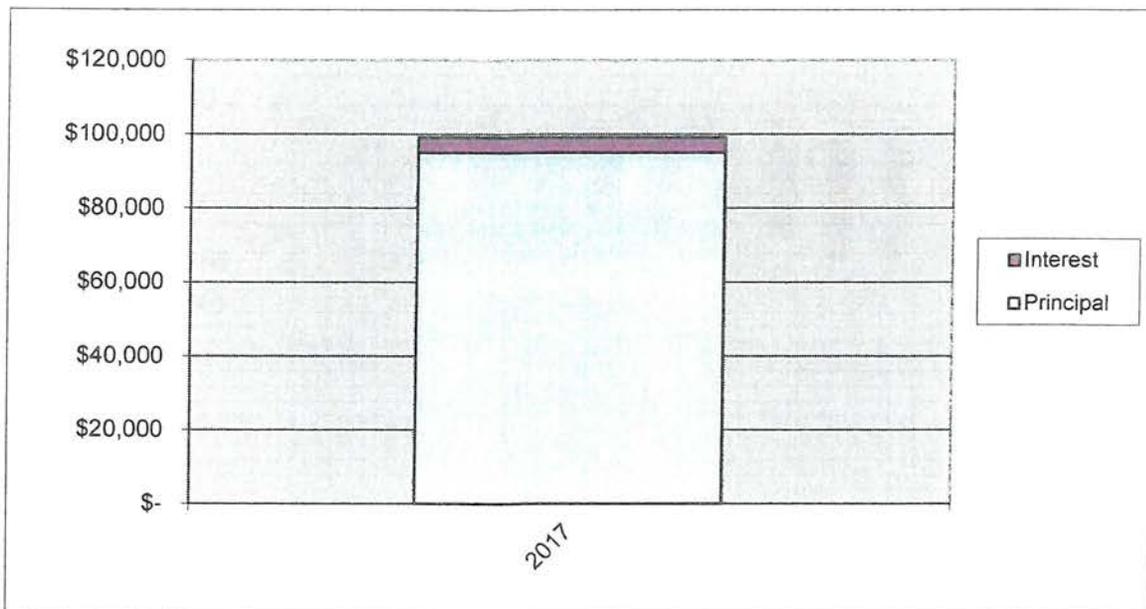
Wastewater Fund
Annual Debt Service Requirements - Aggregate Wastewater Debt

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	7,128,824	442,059	239,849	681,908
2018	6,686,765	285,000	227,350	512,350
2019	6,401,765	290,000	221,025	511,025
2020	6,111,765	295,441	214,600	510,041
2021	5,816,324	308,824	205,488	514,312
2022	5,507,500	297,500	195,785	493,285
2023	5,210,000	302,500	186,085	488,585
2024	4,907,500	320,000	176,485	496,485
2025	4,587,500	320,000	166,310	486,310
2026	4,267,500	342,500	156,160	498,660
2027	3,925,000	352,500	145,260	497,760
2028	3,572,500	375,000	133,710	508,710
2029	3,197,500	387,500	120,697	508,197
2030	2,810,000	525,000	106,500	631,500
2031	2,285,000	545,000	86,900	631,900
2032	1,740,000	565,000	66,550	631,550
2033	1,175,000	590,000	45,450	635,450
2034	585,000	285,000	23,400	308,400
2035	300,000	300,000	12,000	312,000



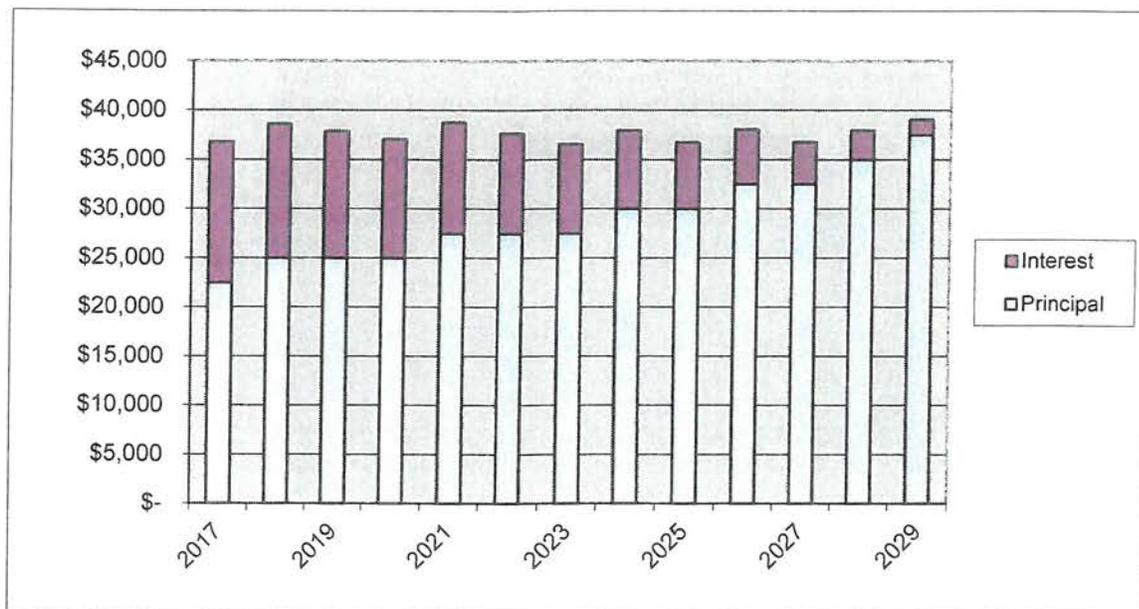
**Wastewater Fund
 Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
 Obligation - Series 2007
 As of October 1, 2016**

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	95,000	95,000	4,038	99,038



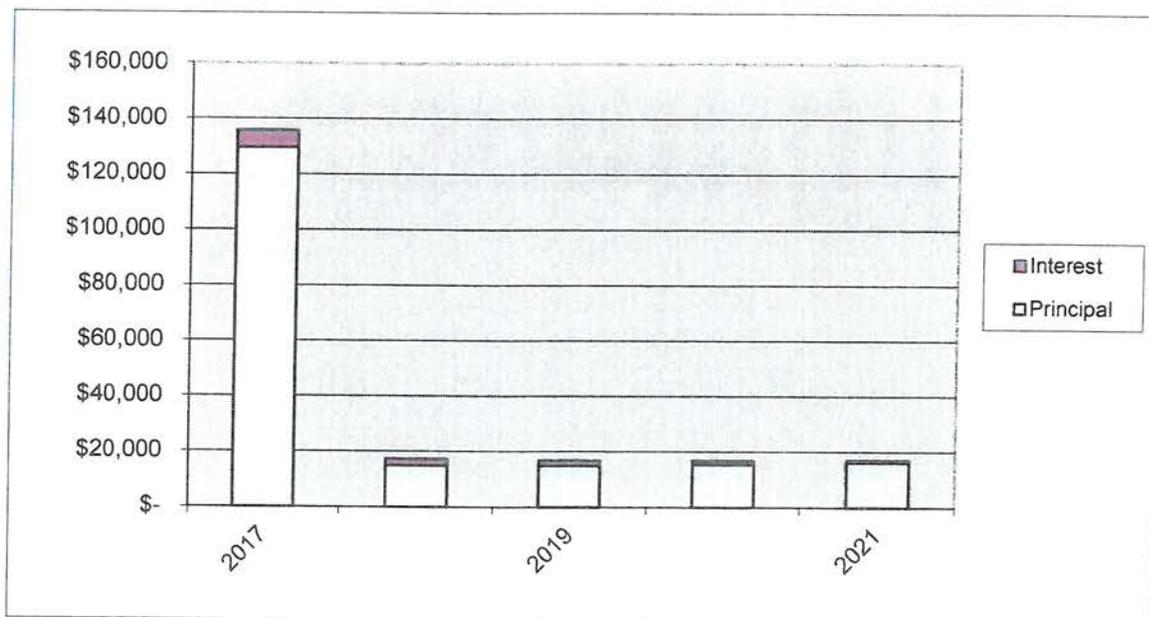
Wastewater Fund
Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
Obligation - Series 2010
As of October 1, 2016

<u>Year</u> <u>Ending</u>	<u>Debt</u> <u>Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	377,500	22,500	14,266	36,766
2018	355,000	25,000	13,591	38,591
2019	330,000	25,000	12,841	37,841
2020	305,000	25,000	12,091	37,091
2021	280,000	27,500	11,247	38,747
2022	252,500	27,500	10,147	37,647
2023	225,000	27,500	9,047	36,547
2024	197,500	30,000	7,947	37,947
2025	167,500	30,000	6,747	36,747
2026	137,500	32,500	5,547	38,047
2027	105,000	32,500	4,247	36,747
2028	72,500	35,000	2,947	37,947
2029	37,500	37,500	1,547	39,047



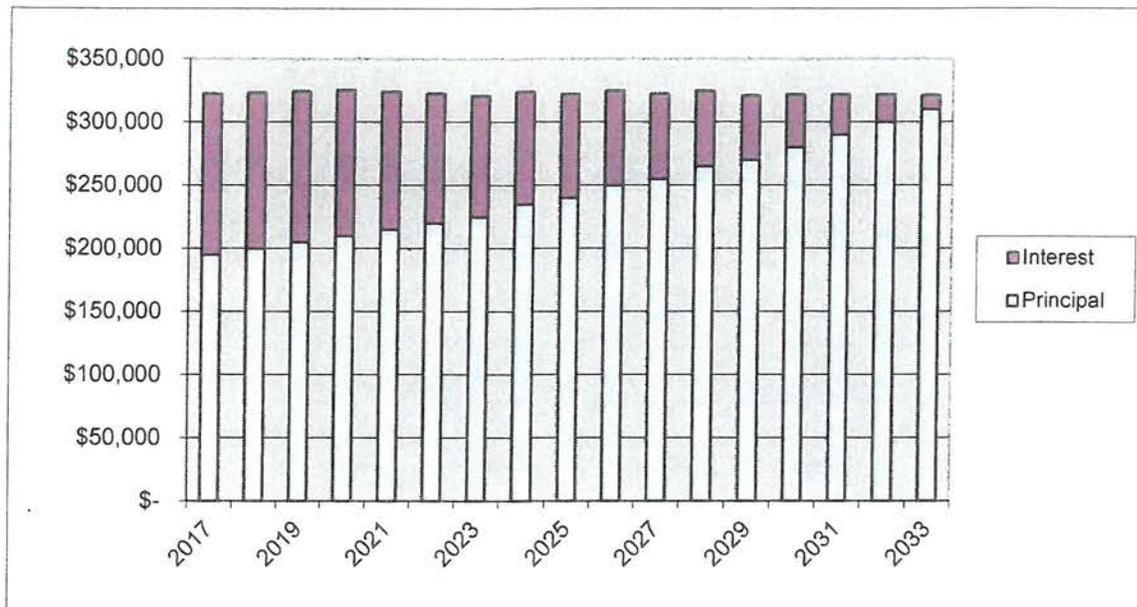
Wastewater Fund
Annual Debt Service Requirements - General Obligation Refunding Bonds - Series 2010
As of October 1, 2016

<u>Year Ending</u>	<u>Debt Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	191,324	129,559	6,057	135,616
2018	61,765	15,000	2,171	17,171
2019	46,765	15,000	1,721	16,721
2020	31,765	15,441	1,271	16,712
2021	16,324	16,324	653	16,977



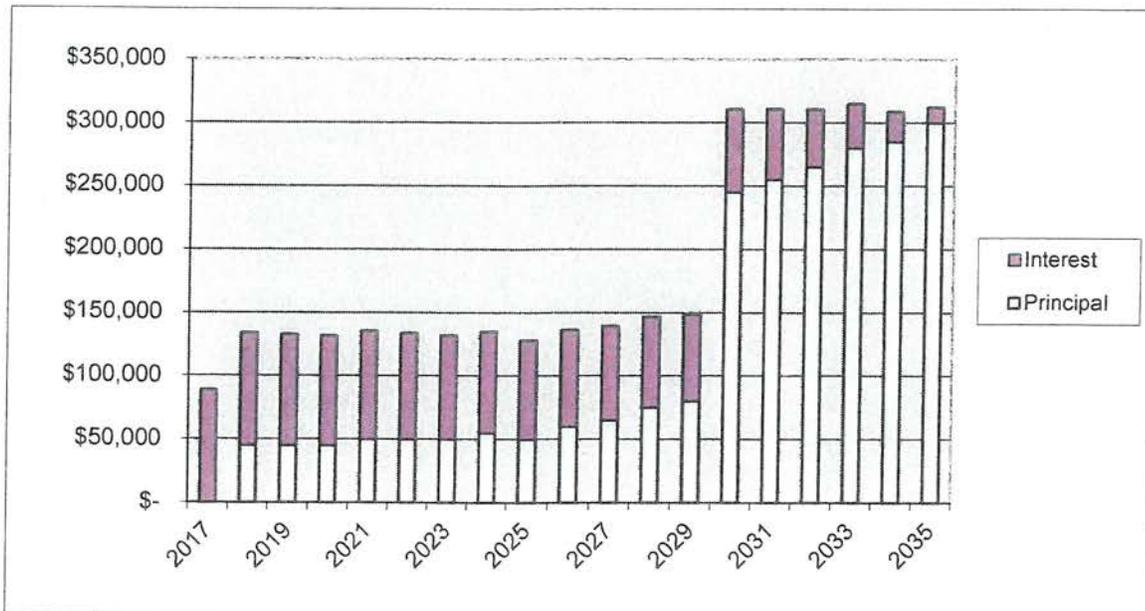
Wastewater Fund
Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
Obligation - Series 2013
As of October 1, 2016

<u>Year</u> <u>Ending</u>	<u>Debt</u> <u>Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	4,165,000	195,000	126,863	321,863
2018	3,970,000	200,000	122,963	322,963
2019	3,770,000	205,000	118,963	323,963
2020	3,565,000	210,000	114,863	324,863
2021	3,355,000	215,000	108,563	323,563
2022	3,140,000	220,000	102,113	322,113
2023	2,920,000	225,000	95,513	320,513
2024	2,695,000	235,000	88,763	323,763
2025	2,460,000	240,000	81,713	321,713
2026	2,220,000	250,000	74,513	324,513
2027	1,970,000	255,000	67,013	322,013
2028	1,715,000	265,000	59,363	324,363
2029	1,450,000	270,000	50,750	320,750
2030	1,180,000	280,000	41,300	321,300
2031	900,000	290,000	31,500	321,500
2032	610,000	300,000	21,350	321,350
2033	310,000	310,000	10,850	320,850



**Wastewater Fund
 Annual Debt Service Requirements - Combination Tax & Revenue Certificates of
 Obligation - Series 2015
 As of October 1, 2016**

<u>Year</u> <u>Ending</u>	<u>Debt</u> <u>Outstanding</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	2,300,000	-	88,625	88,625
2018	2,300,000	45,000	88,625	133,625
2019	2,255,000	45,000	87,500	132,500
2020	2,210,000	45,000	86,375	131,375
2021	2,165,000	50,000	85,025	135,025
2022	2,115,000	50,000	83,525	133,525
2023	2,065,000	50,000	81,525	131,525
2024	2,015,000	55,000	79,775	134,775
2025	1,960,000	50,000	77,850	127,850
2026	1,910,000	60,000	76,100	136,100
2027	1,850,000	65,000	74,000	139,000
2028	1,785,000	75,000	71,400	146,400
2029	1,710,000	80,000	68,400	148,400
2030	1,630,000	245,000	65,200	310,200
2031	1,385,000	255,000	55,400	310,400
2032	1,130,000	265,000	45,200	310,200
2033	865,000	280,000	34,600	314,600
2034	585,000	285,000	23,400	308,400
2035	300,000	300,000	12,000	312,000



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Special Purpose Fund Budgets

**HOTEL/MOTEL TAX FUND
FY 2016-17**

The Hotel/Motel Tax Fund was established by City Ordinance in 1997 under the authority of Chapter 351 of the Texas Tax Code. Revenues are collected from a seven percent tax levied upon the cost of occupancy of any room or space furnished by a hotel where the cost of occupancy is at the rate of \$2.00 or 7% per day. This tax is in addition to other occupancy taxes imposed by other government agencies. The purpose of the tax is to benefit tourism and the hotel industry within the City.

The fund is accounted for on a modified accrual basis of accounting. Revenues are recorded when available and measurable. Expenditures are recorded when the liability is incurred.

Hotel/Motel Tax Fund Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec'd	FY 2016-17 Approved
Beginning Balance	42,219	66,258	91,769	113,815	113,815	113,815
Plus: Fund Revenue						
5110 Occupancy Taxes	21,637	28,824	21,854	21,500	21,500	
5901 Interest	<u>117</u>	<u>161</u>	<u>192</u>	<u>200</u>	<u>200</u>	
Total Resources Available	63,973	95,243	113,815	135,515	135,515	113,815
Less: Fund Expenditures						
4100 Hotel/Motel Expense	<u>2,285</u>	<u>3,474</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>	
Total Fund Expenditures	2,285	3,474	-	4,000	4,000	-
Fund Balance	66,258	91,769	113,815	131,515	131,515	113,815

**COURT TECHNOLOGY FUND
FY 2016-17**

The Court Technology Fund was established by City Ordinance in 1999 under the authority of the Texas Code of Criminal Procedure, Article 102.0172. Revenues are collected from a \$4.00 fee charged to all defendants convicted in Municipal Court. The purpose of the fee is to finance the purchase of technological enhancements for the Municipal Court of the City of Robinson.

The fund is accounted for on a modified accrual basis of accounting. Revenues are recorded when available and measurable. Expenditures are recorded when the liability is incurred.

Court Technology Fund Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec'd	FY 2016-17 Approved
Beginning Balance	19,394	13,196	12,966	11,961	11,961	10,236
Plus: Fund Revenue						
5436 Court Tech Fee	3,578	3,623	3,862	3,850	3,850	
5901 Interest	42	45	25	25	25	
Total Resources Available	3,620	3,668	16,853	15,836	15,836	10,236
Less: Fund Expenditures						
2001 Court Tech Supplies	8,371	2,379	3,297	3,500	4,000	
3002 Maintenance Agreements	1,447	1,519	1,595	1,600	1,600	
Total Fund Expenditures	9,818	3,898	4,892	5,100	5,600	-
Fund Balance	13,196	12,966	11,961	10,736	10,236	10,236

**COURT SECURITY FUND
FY 2016-17**

The Court Security Fund was established by City Ordinance in 1999 under the authority of the Texas Code of Criminal Procedure, Article 102.017. Revenues are collected from a \$3.00 fee charged to all defendants convicted in Municipal Court. The purpose of the fee is to provide security services for any buildings housing the Municipal Court of the City of Robinson.

The fund is accounted for on a modified accrual basis of accounting. Revenues are recorded when available and measurable. Expenditures are recorded when the liability is incurred.

Municipal Court Building Security Fund Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec'd	FY 2016-17 Approved
Beginning Balance	17,427	19,558	3,605	7,841	7,841	7,841
Plus: Fund Revenue						
5437 Court Security Fee	3,545	3,595	3,621	3,650	3,650	
5901 Interest	9	10	10	11	11	
Total Resources Available	20,981	23,163	7,236	11,502	11,502	-
Less: Fund Expenditures						
2001 Supplies	896	19,423	3,000	3,000	3,000	
4925 Education	497	135	-	-	-	
Total Fund Expenditures	1,393	19,558	3,000	3,000	3,000	-
Fund Balance	19,588	3,605	7,841	16,343	16,343	7,841

**JUVENILE CASE MANAGER FUND
FY 2016-17**

The Juvenile Case Manager Fund was established by City Ordinance in 2006 under the authority of the Texas Code of Criminal Procedure, Article 102.0174. Revenues are collected from a \$5.00 fee charged to all defendants convicted in Municipal Court. The purpose of the fee is to fund a Juvenile Case Manager employed by the Municipal Court of the City of Robinson.

The fund is accounted for on a modified accrual basis of accounting. Revenues are recorded when available and measurable. Expenditures are recorded when the liability is incurred.

Juvenile Case Manager Fund Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed	FY 2016-17 CM Rec'd	FY 2016-17 Approved
Beginning Balance	63,276	66,432	63,717	63,717	64,930	64,930
Plus: Fund Revenue						
5440 Juv Case Mgr Fee	5,650	5,750	5,887	5,900	5,900	
5901 Interest	138	140	153	158	158	-
Total Resources Available	69,064	72,322	69,757	69,775	70,988	64,930
Less: Fund Expenditures						
1000 Salaries	2,446	4,725	4,095	4,500	4,500	
1500 FICA Expense	186	360	313	345	345	
2001 Supplies	-	3,266	-	-	-	
4925 Education	-	254	-	-	-	-
Total Fund Expenditures	2,632	8,605	4,408	4,845	4,845	-
Ending Fund Balance	66,432	63,717	65,349	64,930	66,143	64,930

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