Fiscal Year 2014-2015

Annual Budget

Our Vision

Sachse is a tranquil community welcoming the future while offering a safe and enjoyable quality of life to all those who call Sachse home.

October 1, 2014-
September 30, 2015

CITY OF SACHSE

OPERATING BUDGET FISCAL YEAR 2013 - 2014
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CITY OF SACHSE

OPERATING BUDGET FISCAL YEAR 2013 - 2014
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CITY OF SACHSE, TEXAS
2014-2015 BUDGET

This budget will raise more revenue from property taxes than last year's budget by an amount of $844,950, which is a 9.19 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 $319,369.

Record Vote

Name	Title	Record Vote
Mike Felix	Mayor	For
Brett Franks	Councilman	For
Charlie Ross	Councilman	For
Paul Watkins	Councilman	For
Bill Adams	Councilman	For
Cullen King	Councilman	For
Jeff Bickerstaff	Mayor Pro Tem	For

Current and Preceding Property Tax Rates

	FY 2014-2015	FY 2013-2014
Property Tax Rate	0.770819	0.770819
Effective Tax Rate	0.71859	0.754065
Effective M&O Tax Rate	0.503751	0.556448
Rollback Tax Rate	0.771246	0.844138
Debt Rate	0.211785	0.228125

Municipal Debt Obligations

	FY 2014-2015	FY 2013-2014
Total Debt Obligations	$2,958,191	$2,924,531

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Sachse

Texas

For the Fiscal Year Beginning

October 1, 2013

Executive Director

READER'S GUIDE

The purpose of this section is to provide the reader with a guide to the document's contents: where and how to find the information and how to understand the information. The following describes each major section.

The pre-face provides a table of contents for quick reference, the budget statement of Ad Valorem revenue, distinguished budget presentation award, and introduces the City Council and City Staff representing the citizens of the City of Sachse.

BUDGET MESSAGE FY 2015
The first critical section of the FY 2015 Proposed Budget is the City Manager's Budget Highlights. The reader will gain an understanding of the City's vision, critical issues, and distribution of the total tax rate with Truth-In-Taxation detail.

CITY OF SACHSE PROFILE
This section provides the reader with the background of the City. Included in this section are awards & recognitions, the City's history, current City statistics, hometown events, City facilities' contact information, City organizational chart, and Fund structure.

STRATEGIC PLANNING
This section provides readers with an understanding of the City's strategic priorities, mission, and vision with a link between goals and objectives at a policy level to those of the City and its departments. Included in this section are the City's strategic planning process, the summary initiative and General Fund departmental summaries.

BUDGET SUMMARY
This section provides readers with information on the legal guidance of the budget process to include the budget calendar, an explanation of the budget process, the Ordinances adopting the ad valorem tax rate and 2015 budget, the City Charter, the Fiscal Policy, the Fiscal Management Contingency Plan, and the Fund Balance Policy. Also included is the combined summary of all funds by budget type, fund balance variance explanations for changes 10% or greater, and a multi-year forecast.

GENERAL FUND SUMMARIES
This section provides the reader with information on the General Fund. Revenue sources, trends, forecasts, assumptions, 6 year revenue and expenditure history, and a General Fund multi-year forecast and financial summary are provided in this section. Each department of the General Fund includes a purpose and description, divisional strategies and goals, prior year accomplishments, statistical information, and an organizational chart.

ENTERPRISE FUND SUMMARIES
This section provides the reader with information on the Enterprise Fund. This section also includes information on revenue sources, trends, forecasts, assumptions, a rate schedule and Utility Fund Debt Service Schedules. Each department of the Enterprise Fund includes a purpose and description, divisional strategies and goals, prior year accomplishments, statistical information, and an organizational chart.

DEBT SERVICE FUNDS
An understanding of the general debt obligation is detailed in this section. Revenue sources, trends, forecasts, and assumptions, as well as the legal debt margin requirements, is included. This section also includes a Debt Service financial summary and General Bonded Debt Schedules.

CAPITAL IMPROVEMENTS PROGRAM
This section provides a comprehensive listing and explanation of the capital needs of the City for the next five years including the operating impact.

SPECIAL PURPOSE FUNDS

This section provides the reader with the cash flow statement, description, and classification of each special revenue fund plus special purpose funds: Impact Fee Fund, Street Maintenance Tax Fund, and Health Insurance Fund. The Impact Fee Fund contains Water, Wastewater, and Street Impact Fee Funds. A description, combined summary, and individual cash flow statements are included. The Street Maintenance Tax Fund is limited in use and accounted for in a separate fund following a voter approved ¼ cent street maintenance sales tax in May 2013. A description of the fund and cash flow projections are included for the budget year. The Health Insurance Fund is an internal service fund that will track various expenditures for employee health insurance. Included is a detailed description of the fund and budgeted revenues and expenses.

PERSONNEL SUMMARY

This section provides the reader with the City of Sachse pay plan and a summary of personnel detailing allocations by fund and job positions.

ECONOMIC DEVELOPMENT CORPORATION

This section provides the reader with the uses of tax revenue and includes a purpose and description, divisional strategies and goals, prior year accomplishments, statistical information, and an organizational chart.

SUPPLEMENTAL INFORMATION

This section provides the reader with statistical information of the City and the surrounding areas including principal tax payers and employers, property tax rates and overlapping debt. At least 10 years of statistical data is provided for reader analysis.

ACRONYMS/GLOSSARY

To aid in understanding terminology and acronyms, a glossary is provided.

CITY COUNCIL
of the
CITY OF SACHSE

Mike Felix, Mayor

Jeff Bickerstaff, Mayor Pro Tem

Brett Franks, Councilmember
Charlie Ross, Councilmember
Paul Watkins, Councilmember
Bill Adams, Councilmember
Cullen King, Councilmember

The Sachse City Council is composed of a mayor and six council members. The Council meets on the first and third Monday of each month at 7:30p.m. at Sachse City Hall. All meetings are open to the public.

CITY STAFF
of the
CITY OF SACHSE

William K. George, City Manager
Teresa Savage, Director of Finance
Stacey Buckley, Human Resources Manager
Joe Crase, Public Works Director
Rick Coleman, Fire Chief
Daniel McGinn, Director of Community Development
Mignon Morse, Library Manager
Greg Peters, City Engineer
Terry Smith, City Secretary
Dennis Veach, Police Chief
Lance Whitworth, Director of Parks and Recreation

Sachse City Hall is open Monday through Friday, 8:00a.m. – 5:00 p.m.
(except for Municipal Holidays)
972-495-1212

BUDGET MESSAGE FY 2015

City of Sachse

City Manager's Office

August 4, 2014

The Honorable Mike Felix, Mayor
Members of the Sachse City Council
Sachse, Texas

Editor's Note: This letter has been updated to reflect the adopted status of budget elements.

Mayor Felix and Council Members:

The City Charter for the City of Sachse states that the "City Manager, shall, not later than the 15th day of August of each year, or other date prescribed by state law, prepare and submit the proposed budget, covering the next ensuing fiscal year, to the City Council." It is my pleasure to submit the fiscal year 2014/15 (FY 2015) budget to the City Council. This budget represents many dedicated hours of investment by the City Council and City Staff. The budget is balanced, does not require any change in tax rate, continues to provide services that Sachse's citizens expect, and invests strategically in several areas to support the continued growth of the community.

Development in Sachse across most sectors is very strong. This year, we have experienced a 74% increase in single housing permits during the first nine months with 162 permits being issued. We have also experienced the opening of the first building of the Mansions at Woodbridge project, a multifamily development that will ultimately add 381 units to Sachse. On the commercial side, several projects are either complete or under construction. The most significant addition to Sachse's commercial base was the addition of 152,000 square feet of retail space with the Wal-Mart Supercenter in the Woodbridge development. Other commercial developments are underway and they include the notable Wal-Mart Neighborhood Market at the Blackburn Road/Murphy Road intersection and Laguna Madre Traders. We anticipate growth continuing into FY 2015 although we do not anticipate the same magnitude of commercial development.

Along with development, the micro-economy in our region has been robust this year and shows no signs of a significant slow-down in the near future. That robustness is reflected in an overall increase of 9.03% in property market values. Both Dallas and Collin Counties experienced an increase in appraised values throughout the city.

At the start of FY 2014, we were anticipating the addition of two significant employment centers. One was the Wal-Mart Supercenter and the other was the Sachse Regional Medical Center. The Wal-Mart is open, but the Medical Center did not advance as quickly as estimated. We continue to work with the developer of that project and remain hopeful that it will be initiated on a large scale soon.

FY 2014 has seen many significant events come to fruition. Several of them are highlighted below.

- Standard & Poor's upgraded Sachse's credit rating from "AA-" to "AA" this year indicating a stronger financial position for the city overall.
- The city broke ground on the new Firefighters Park with the assistance of a donation from the previous Sachse Volunteers Firefighters Association.
- The Hancher Grant award improved offerings in the Sachse Public Library by funding a new teen section and additional materials for checkout.
- The city acted on the citizens' vote to fund additional street repairs by implementing the first group of Street Maintenance Tax projects.
- Overall, crime was down 9% this year.
- In a partnership with Collin County and the City of Wylie, the city saw the Woodbridge Parkway extension into Wylie begin construction.
- In a partnership project with Dallas County, the City Council held the first workshop to discuss the widening of Sachse Road.
- The City Council awarded the first City of Sachse Scholarship to a very deserving local teen.

The 3-year financial forecast indicates that the local economy will continue to improve over the short term. This outlook provides the City Council with the ability to proactively meet the demands of a growing city within the context of being economically sustainable and sound. Having a multi-year view is critical to achieving these and many other significant ends.

There are several guiding principles governing the development of the City Manager's budget. The first guiding principle is to replace obsolete equipment essential for the execution of the city's functions. Two prominent examples of meeting this principle are replacing a finger printing machine that is no longer supported and replacing expiring breathing apparatus life-safety equipment.

This budget also includes investments in Sachse's human capital. During the economic downturn, one area where investments were decreased significantly was in city staff. Investment in staff is a major factor, although not the only factor, in the turnover the city has experienced in recent years. Nearly 50% of all current team members working at the city started after January 1, 2010.

Excessive turnover delays progress of other initiatives citywide mostly due to the amount of time existing staff spends training new employees.

Another major initiative lies in the area of moving Sachse Fire Rescue toward having both fire stations fully staffed and able to respond at equal levels. Fire Station No. 1 was opened in the middle of the economic downturn. The subsequent tighten on city initiatives led to the postponement of staffing for two full fire stations. This budget adds one new Operations Captain to Sachse Fire Rescue. Adding that key staff position alone will provide an opportunity for that person to be fully effective when future transitional steps are taken.

The Sachse Police Department is slated to get two additional officers in this budget. The reason for this proposal includes 1) bolstering the Police Department in light of the significant growth the city has seen and is seeing and 2) to relieve pressure in future years in order to focus effort on the Sachse Fire Rescue transition.

Finally, this budget, like recent budgets have, continues to invest in capital expenses. While it does not fully implement the city's vehicle replacement plan, it does include three new vehicles. The largest single non-infrastructure investment proposed in the FY 2015 budget is the assignment of $300,000 to the transition from analog radios and equipment to digital in FY 2016 (Fund balance in the amount of $450,000 was assigned during FY 2013-2014). The transition is the result of a federal mandate and the estimated total budget for the transition is $1.1 million.

As presented, this budget includes no reduction in services from the prior year and it does not raise taxes. There are several areas where this budget invests to return service levels to those prior to the economic downturn. Specifically, unavoidable costs such as fuel expenses and investment in Sachse Public Library materials will be funded by the city at or very close to the pre-downturn service levels.

Included in this budget are a number of departmental goals that will guide the organization through the year. Departmental goals are found within the department budget pages.

The FY 2014 budget included a water and sewer rate study to address the widening gap between the costs to provide water and sewer services and the revenue collected through the rates. Raw costs for water and wastewater treatment have risen significantly faster than the current rate structure adopted by the city. This budget includes a new rate structure adopted by City Council in August 2014, which should begin covering the costs of providing these services.

In summary, the FY 2015 budget continues to provide the services that the citizens of Sachse have come to expect with no increase to the City's tax rate while expanding several services to help meet the demands. The City Staff has done an exceptional job preparing for and participating in

the development of this budget. I commend our fine staff and give special recognition to the Finance Department for putting forward the effort needed to see this budget come to fruition.

The current firm financial position of the city and this budget would not be possible without the efforts of this and previous Sachse City Councils.

Respectfully Submitted,

William K. George, P.E.
City Manager

2014-2015 BUDGET HIGHLIGHTS

The fiscal year 2014-2015 (FY 2014-2015) total combined budget revenue is projected to be $25,894,953 and total budgetary expenditures are estimated at $26,697,828. Balancing the needs of the community with available financial resources presents an annual challenge in the development of the budget. The budget reflects the efforts of the Council and City Staff to address the need to provide services and facilities to support our vibrant and growing community while maintaining a strong financial position. This budget represents the overall plan for accomplishing the goals and objectives for FY 2014-2015.

GENERAL FUND

The General Fund is used to account for all expenditures of traditional government services. This fund finances operations such as Public Safety, Library, Administration, Building and Code Enforcement, Community Services, Parks and Recreation, Engineering, Streets, and Municipal Court. General Fund revenues are generated from ad valorem property taxes, a one cent portion of the sales tax, and a variety of fees for services.

General Fund revenues and budget transfers are estimated at $12,822,525. This is a 9.66% increase over the FY 2013-2014 Adopted Budget of $11,693,010. The largest source of revenue for the General Fund is Property Taxes, generating 60% of total revenue at a tax rate of $0.770819 per $100 assessed value. The City is anticipating collecting $2.6 million from Sales Tax and franchise fees for the General Fund. This is the second highest area of revenue collections contributing 21% of funds. The remaining 19% of revenue collections are received from Licenses and Permits, Fees and Charges, Fines, Interest Income, Rent & Lease Income, Grants and Donations, Other Governments, Intergovernmental Transfers, and Miscellaneous.

Estimated Ad Valorem Taxes in the General Fund for FY 2014-2015 are $834,072 more than the previous year. This is due to an increased allocation of the total property tax revenue to maintenance and operation needs, as well as a significant increase in assessed property values.

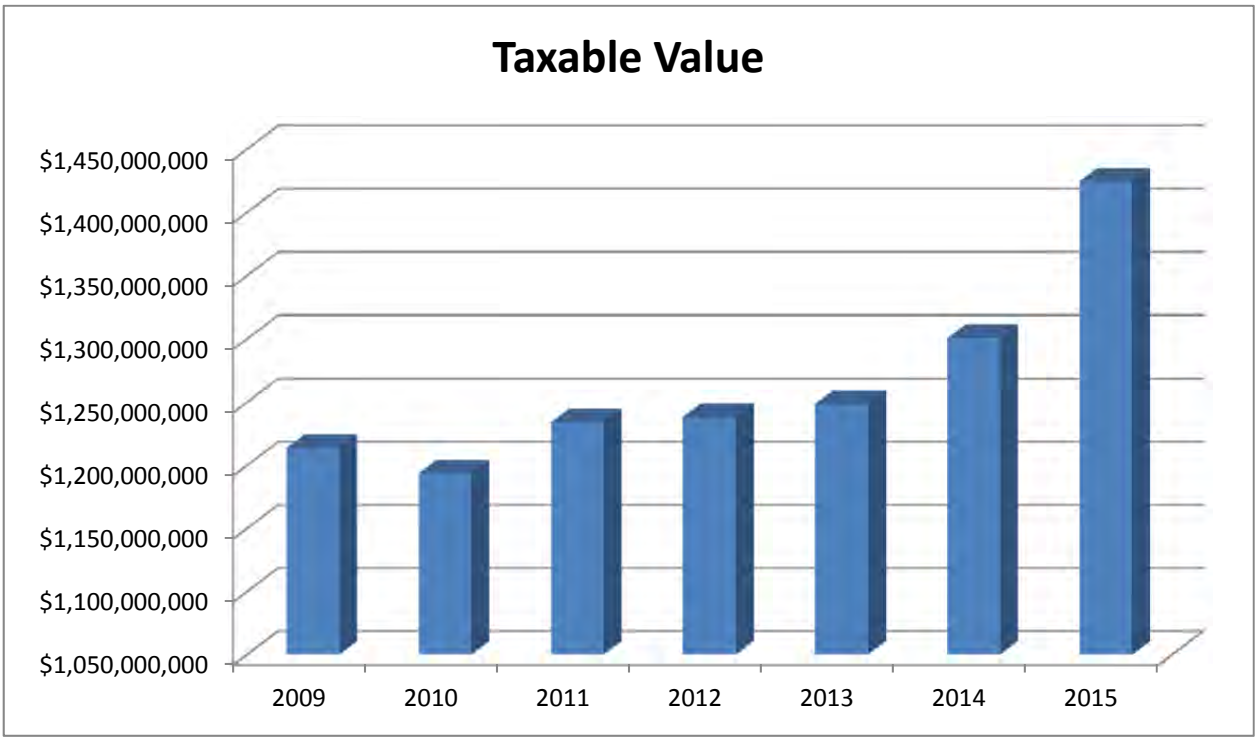
General Fund operating expenditures and budget transfers total $12,719,179, which represents an increase of 9.23% over the original adopted budget for FY 2013-2014. The estimated total ending fund balance for the General Fund is projected to be $6,236,850, leaving 179 days of operating reserves, an amount greater than the target.

The City of Sachse utilizes a conservative strategy when projecting revenues and expenditures. Revenue and expenditure patterns are closely monitored so that adjustments to spending patterns can be implemented, if needed.

2014-2015 BUDGET HIGHLIGHTS

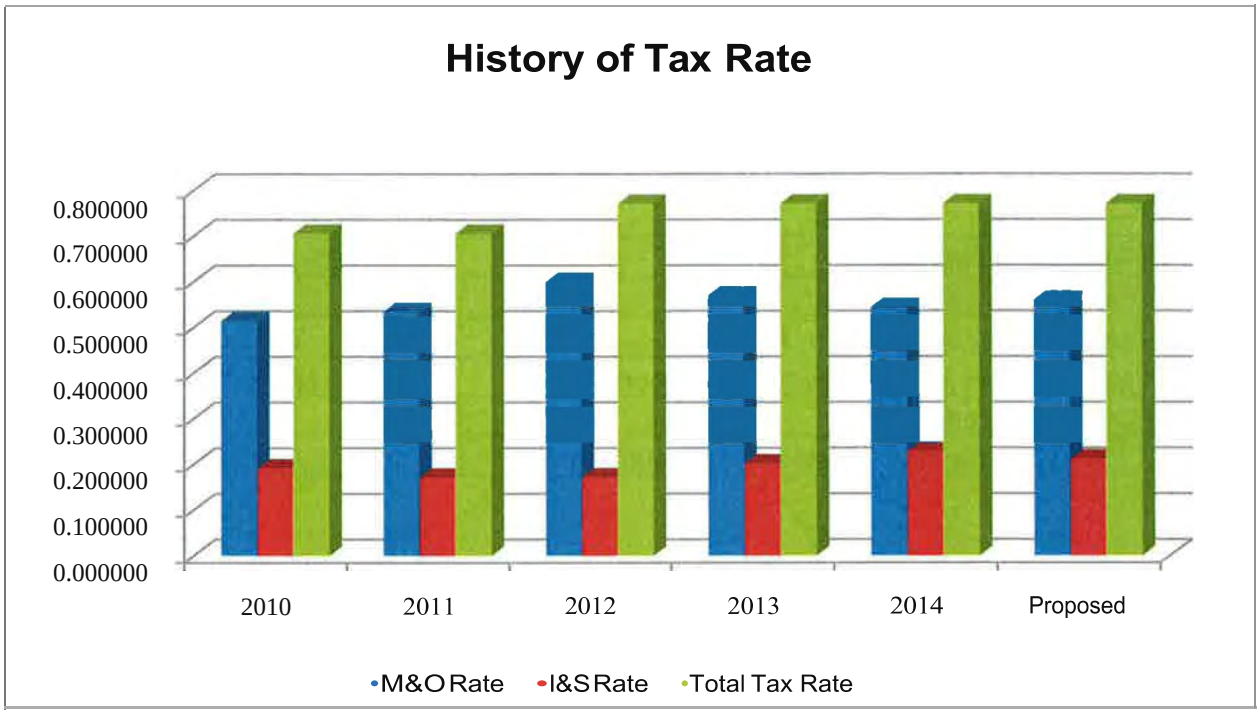
Property Values

Collin and Dallas Central Appraisal Districts assessed property market values for FY 2014-2015 at $1.53 billion, which equates to an overall increase of $126.8 million or 9.03% from the preceding year. Taxable values total $1.4 billion; the chart below illustrates the change in taxable assessed values.



Proposed Tax Rate

The FY 2014-2015 proposed budget shows no change to the City's overall tax rate from prior year of .770819 per $100 of assessed valuation and continues the City's commitment to providing services as expected by the citizens of Sachse. Of the total tax rate, $0.559034 is dedicated to maintenance and operations {M&O) in the General Fund. This is a .016 cent increase from the prior year. The portion of the tax rate dedicated to paying debt obligations decreased by .016 cents from the FY 2013-2014 rate of .211785. The portion of the tax rate contributed to debt service is 27.5% of the overall tax rate and is consistent with the City's policy to maintain the debt service portion below 30%. The following graph represents a five year history of the City's total tax rates:



The average single family home value is currently $171,186, an increase of $8,178 (4.84%) from the previous year. At the proposed tax rate of $0.770819, the city tax paid on the average single family home will be $1,366. The average tax bill would increase about $63 or 4.8%. The following table reflects the average value of homes in Sachse.

Tax Year	Average Home Taxable Value	Tax Rate	Average City Tax Owed
2014	177,186	$ 0.770819	$1,366
2013	169,008	$ 0.770819	$ 1,303
2012	157,150	$ 0.770819	$ 1,211
2011	158,640	$ 0.770819	$ 1,223
2010	158,318	$ 0.705819	$ 1,117
2009	157,105	$ 0.705819	$ 1,109

Debt Service

A portion of the City's property tax is assigned to the debt service fund to pay for bonded indebtedness that has been issued for the construction of public infrastructure and public facilities. The following table is a summary of the City's total outstanding tax backed debt:

General Obligation	34,545,000
Certificates of Obligation	1,405,000
Less amount allocated to Utilities	(935,000)
Net allocated to property tax repayment	35,015,000
Debt Per Capita	1,474
2014-2015 General Bonded Debt requirements	2 958,191

CAPITAL IMPROVEMENT PROGRAM

Purpose of the Capital Improvement Plan (CIP)

The CIP establishes a five (5) year funding schedule for the purchase, construction or replacement of physical assets of the City. Capital improvements typically have a useful life of over ten (10) years and value greater than $5,000. The first year (FY2014-2015) of the Capital Improvement Program is called the *Capital Budget,* and is appropriated in the same manner as the annual operating budget. Funds for projects are appropriated on an annual basis. Projects approved for subsequent years (FY 2015-2016 through FY 2018-2019) are approved for *planning purposes only* and do not receive authority until they are part of the *Capital Budget.*

The City is entering year three of a ten (10) year CIP. The five (5) year CIP includes projects deemed highest priority and necessary to meet the demands of growth as well as to properly maintain the infrastructure of the City.

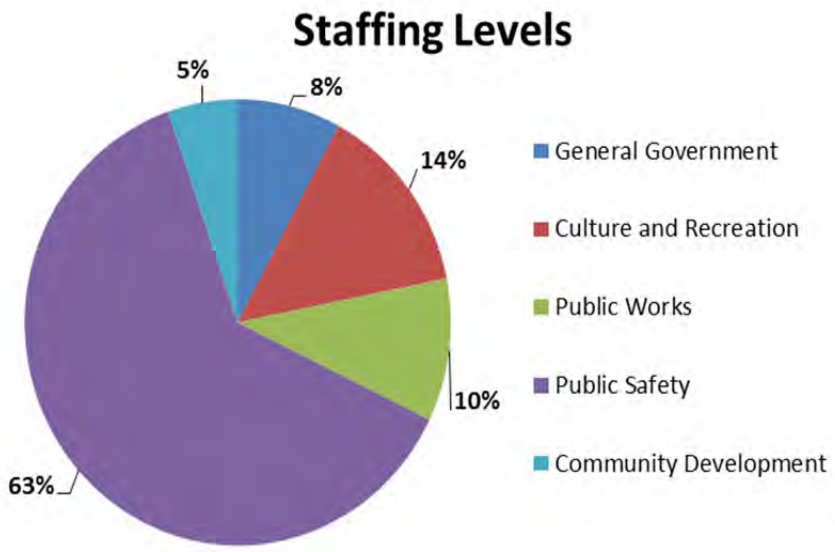
Overview of the Proposed CIP

The funds available in the first year of the CIP (FY 2014-2015) do not provide for all departmental CIP requests and needs. As the City continues to grow, it is projected that the City will manage both the growth in capital investment over the long-term in addition to meeting the needs of citizens. Several projects are shown on the five-year CIP in anticipation that future funding will be identified. The FY 2014-2015 Budget includes $4,687,514 in new capital project funding. Information on funding sources and detailed project information is included in the CIP section of the budget.

2014-2015 BUDGET HIGHLIGHTS

PROGRAMS AND STAFFING LEVELS

Staffing levels for FY 2014-2015 have changed minimally. The proposed budget includes funding to unfreeze a combination building inspector position, two additional police officers and an operations captain in the Fire Department; one full-time erosion control inspector has been reclassified to a part-time position. The City currently supports 133 full-time and 42 part- time positions. The distribution of City staffing levels is as follows:



WATER AND SEWER FUND

The Water and Sewer Fund operates on rates and charges that are examined on an annual basis to determine if the utility is self-operating. The Water and Sewer fund consists of Water and Sewer Maintenance and Operations, Meter Reading, Billing and Collections. Operating expenses are intended to be covered by operating revenues. The Water and Sewer Fund is expected to begin the fiscal year with a $1,721,234 working capital balance. The total fund revenues are expected to be $8,018,059 allowing for budgeted operating expense of $6.9. Non- operating expenses total $1,056,484 for debt payments and transfers to the General Fund for allocated overhead expenses.

Proposed water and sewer revenues are based on the results of the 2014 Water and Wastewater Rate Study and Financial Forecast. This includes five consecutive years of rate adjustments designed to provide for capital expansion and rehabilitation, as well as operating expenses.

The major operating expenses in the Water and Sewer Fund other than routine maintenance are discussed below.

2014-2015 BUDGET HIGHLIGHTS

The North Texas Municipal Water District contract rate for "take-or-pay" water supply is increasing by 9.9%, from $1.92/1000 gallons to $2.11. The budgeted expenditures are increasing by $239,788, or 9.3%.

The City of Garland wholesale sewer rate to treat the City's effluent is increasing to $2.60 per 1,000 gallons treated, a 0.4% increase over the previous year's rate of $2.59. The increase in budgeted expenditures of $8,347 (0.4%) assumes no change in the number of gallons treated.

The transfer to the General Fund for allocated overhead expenses is decreasing by $42,399 to a total of $848,450. This is due to removing the cost of Utility Fund employees' health and dental insurance from the calculation and directly transferring the estimated cost of those benefits to the Health Insurance Fund. The combined Franchise Fees are estimated to increase by $34,384, to a combined total of $390,743; this fee is 5% of estimated operating revenues.

Debt service payments required to be paid from Utility Fund revenues are $137,238 for FY 2014-2015.

NON-DEPARTMENTAL COSTS

The General Fund aggregates various costs that are city wide in nature. This department of the General Fund tracks these costs and provides a cost center for employee-related benefits. In addition, the City Attorney legal expenditures, general liability and property insurance of $180,000 and various IT-related expenses are recorded in this department. The costs for premiums for health, dental, and life insurance, as well as employer contributions to a Health Savings Account (H.S.A.) for participating employees are accounted for in the individual departments.

HEALTH INSURANCE FUND

The increasing complexity of the health plans and need to build fund balance for future risk led to the creation of an internal service fund to track various expenditures for employee health insurance, beginning with FY 2013-2014. An additional benefit of establishing this fund will be the ability to allocate the cost of benefits to specific departments, resulting in more accurate expense reporting.

The City provides health, dental, life, and accidental death and dismemberment insurance to employees and contributes toward the expense of dependent coverage. Uncertainty over these costs is a continual challenge in budgeting for the City. In order to realize a savings in upfront premium costs from purchasing a high deductible plan, the City offers a Health Reimbursement Arrangement (HRA). Plan participants who reach the plan deductible are eligible to be reimbursed an amount that results in a lower deductible.

The plan adopted at renewal in May of 2014 included a selection of three health insurance plans for employees: a core PPO with high deductible and HRA, a premium PPO with lower

deductible and HRA, and a Health Savings Account (H.S.A.) plan. The addition of a H.S.A. option (with the City funding the employee account based on premium savings compared to the core PPO) and anticipated increase in HRA participation led to the decision to establish an internal service fund for the sole purpose of recording employee health insurance expenses.

IMPACT FEE FUND

Water, Sewer, and Roadway impact fees are recorded in a Special Revenue Fund. Beginning with FY 2013-2014 these fees were separated from the Utility Fund and General Special Revenue Fund in order to provide more timely reporting of available funds. The 2014-2015 budget includes a beginning fund balance of $3.5 million, revenues of $254,000, and transfers out for CIP projects of $885,000.

STREET MAINTENANCE TAX FUND

In May of 2013 voters approved a ¼ cent street maintenance sales tax. This revenue is limited in use and should be accounted for in a separate fund. FY 2014-2015 revenue is estimated at approximately $292,000.

CONCLUSION

This completes the highlights of the 2014-2015 fiscal year annual budget. It is appropriate to thank the department heads who have put much time and expertise into the development of the proposed budget. The completion of this budget would not have been possible without the hard work of the City Council, the Finance Department and the City Manager's Department staff. In addition, a special thanks to all City employees who have and continue to work hard to provide quality services to our citizens and who are committed to the success of the City of Sachse.

Respectfully submitted,

William K. George, P.E.
City Manager

Teresa C. Savage, CGFO
Finance Director

TRUTH-IN-TAXATION
Texas Property Tax
Chapter 26 of Property Tax Code

	2013 Tax Roll (as adjusted)	2014 Certified Tax Rolls	Change in Values from Prior Year	Change
Property Value				
Market Values	**1,405,088,058**	**1,531,964,234**	**126,876,176**	*9.03%*
Collin County	507,375,348	559,878,404	52,503,056	*10.35%*
Dallas County	897,712,710	972,085,830	74,373,120	*8.28%*
Taxable Values	**1,300,626,676**	**1,424,592,045**	**123,965,369**	***9.53%***
Collin County	479,919,726	535,956,193	56,036,467	*11.68%*
Dallas County	820,706,950	888,635,852	67,928,902	*8.28%*
Taxable Values (Adjusted for Freeze)	**1,283,111,027**	**1,405,111,801**	**122,000,774**	***9.51%***
Collin County	475,361,334	529,693,925	54,332,591	*11.43%*
Dallas County	807,749,693	875,417,876	67,668,183	*8.38%*
New Construction Values	**32,986,870**	**41,432,452**	**8,445,582**	***25.60%***
Collin County	10,288,604	17,196,696	6,908,092	*67.14%*
Dallas County	22,698,266	24,235,756	1,537,490	*6.77%*
Average Single Family Home Taxable Value	**169,008**	**177,186**	**8,177**	***4.84%***
Collin County	205,432	216,928	11,496	*5.60%*
Dallas County	154,819	161,639	6,820	*4.41%*
Estimated Rates and Values:				
Effective Tax Rate (ETF)	**0.754065**	**0.718590**	**$ (0.03548)**	***-4.70%***
Current / Proposed Tax Rate	**0.770819**	**0.770819**	**$ 0.00000**	***0.00%***
Debt Rate	0.228125	0.211785	($ 0.01634)	*-7.16%*
Maintenance and Operations	0.542694	0.559034	$ 0.01634	*3.01%*
Increase over the ETR	**2.22%**	**7.27%**		
Total Tax Revenue	**$ 9,890,464**	**$ 10,830,869**	**$ 891,708**	***9.02%***
Debt	2,927,097	2,975,816	48,719	*1.66%*
Operations	6,870,103	7,713,092	842,989	*12.27%*
TIF	93,264	141,961	48,697	*52.21%*
1¢ on the tax rate (equivalent)	**$ 128,311**	**$ 140,511**	**$ 12,200**	***9.51%***
Amount of taxes imposed at the preliminary tax rate	**$ 10,025,478**	**$ 10,830,869**	**$ 805,391**	***8.03%***

CITY OF SACHSE

STATUTORY REQUIREMENTS
TRUTH-IN-TAXATION

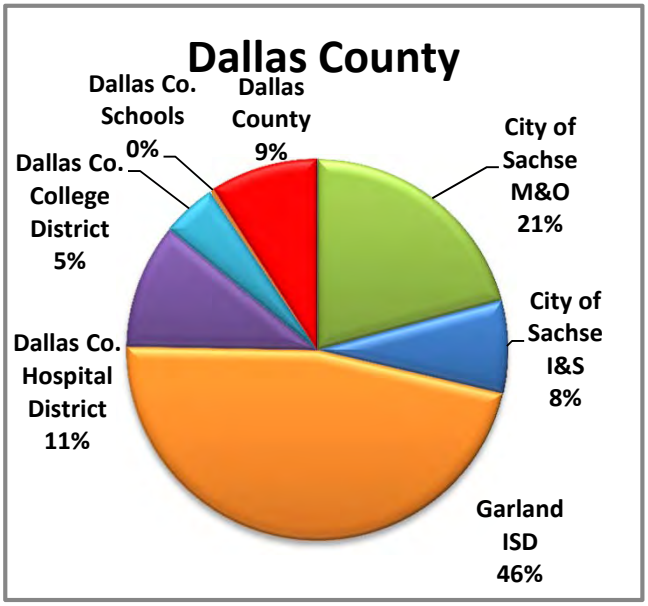
The Texas Constitution and Property Tax Code establish guidelines for taxing units to follow when adopting tax rates. This guide to tax rate setting is also known as "truth-in-taxation." The truth-in-taxation laws have two purposes: (1) to make taxpayers aware of tax rate proposals and, (2) to allow taxpayers, in certain cases, to roll back or limit a tax increase.

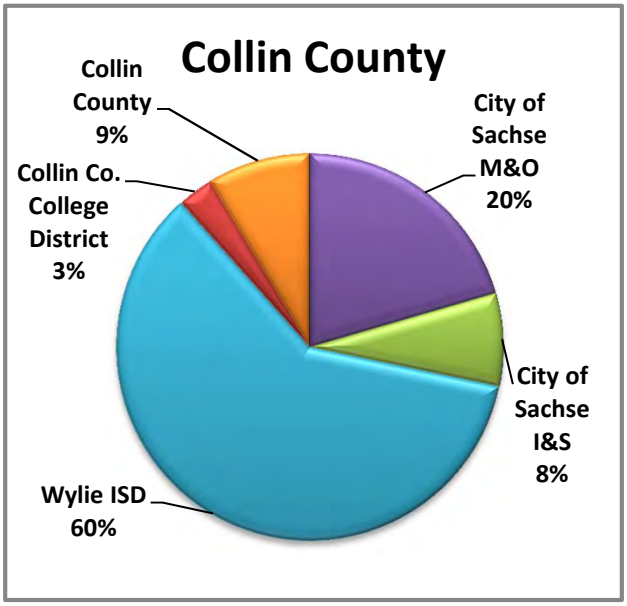
Beginning in early August, the City takes the first step toward adopting a tax rate by calculating and publishing the *effective* and *rollback tax rates*.

Effective tax rate: The *effective tax rate* is a calculated rate that would produce the same total taxes as last year when properties taxed in both years are compared. If property values rise, the effective tax rate will go down and vice versa. The objective of the effective tax rate is to generate equal tax revenues using taxable valuations from different years.

Rollback tax rate: The *rollback rate* is a calculated maximum rate allowed by law without voter approval. The rollback rate provides the City the same amount of tax revenue spent the previous year for day-to-day operations, plus an extra 8 percent increase for those operations plus sufficient funds to pay debts in the coming year. If an adopted rate is higher than the rollback rate, voters can circulate a petition calling for an election to limit the size of the tax increase.

Distribution of Total Tax Rate $





The total direct and overlapping taxes for our citizens

Dallas County	2.6877 per $100 valuation
Collin County	2.7278 per $100 valuation

City of Sachse

OUR CITY PROFILE

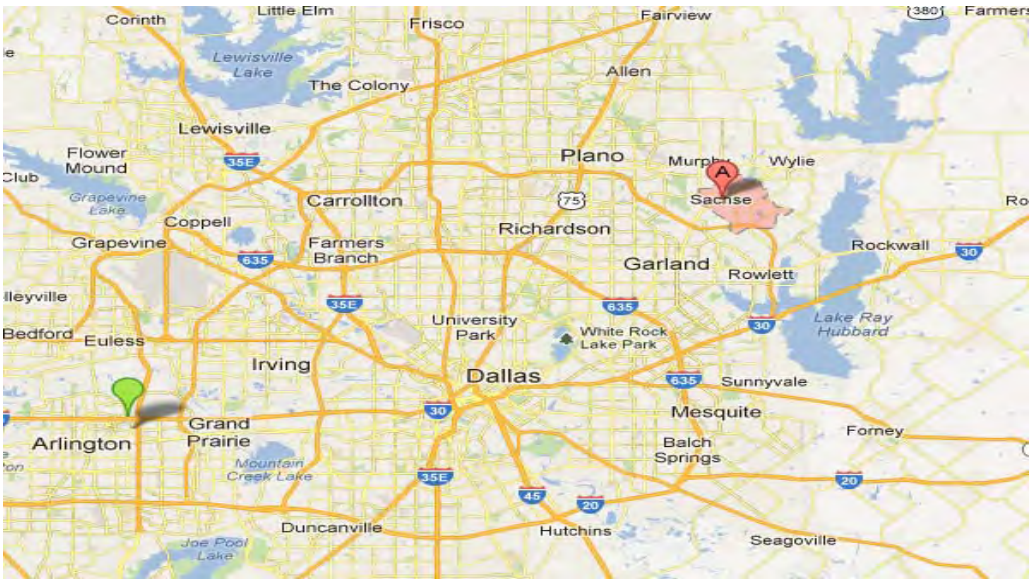
City of Sachse

CITY OF SACHSE

Hard to Say: Easy to Love

Our Vision: Sachse is a tranquil community welcoming the future while offering a safe and enjoyable quality of life to all those who call Sachse home.

Located in north central Texas in Dallas and Collin counties, Sachse is nestled among cities in the Dallas Metroplex. The City is located 20 miles northeast of downtown Dallas on State Highway 78 and has been destinguished as the 5th safest City in Texas by SafeWise.



Awards and Recognition

Sachse Recognized as Storm Ready Community

The National Weather Service recognizes cities and communities who are StormReady. A program started in 1999 in Tulsa, Oklahoma, StormReady helps America's communities with communication and safety skills needed to save lives and property, before and during an event. StormReady helps community leaders and emergency managers strengthen local safety programs, to be better prepared to save lives during severe weather with advanced planning, education and awareness. No community is storm proof, but StormReady helps communities save lives.

Sachse is a Tree City USA City

The Tree City USA program, sponsored by the Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters, recognizes cities who create a framework for action, education, a positive image and citizen pride. There are 3,400 communities across the US designated as Tree City USA cities. To qualify, a town or city must meet four standards established to ensure that every qualifying community would have a viable tree management plan and program. The four standards are: 1) Establish a Tree Board or Department; 2) Adopt a Tree Care Ordinance; 3) Establish a Community Forestry Program with an annual budget of at least $2 per capita; and 4) Conduct an Arbor Day Observance and create and present an Arbor Day Proclamation.

CITY OF SACHSE

HISTORY

The City of Sachse is named after William Sachse. Arriving from Herford, Prussia in 1840, Sachse settled in Texas in 1845 and bought 640 acres of land in Collin County, Texas. He soon acquired an additional 5,000 acres. Sachse built the first cotton mill and cotton gins in the area, which were powered by ox and horsepower until 1869 when replaced by a steam powered plant. In 1886, Sachse gave right-of-way to the railroad in exchange for a depot and naming the town in his honor.

The town grew gradually over the years, its economic base being cotton until the 1920's when onions became a major crop.

During the early 1900's, the first schools in Sachse were built. One of the earliest schools, a three-story building, was located on Third and Dewitt streets. In the 1920's, it was replaced by a red brick schoolhouse that was razed in the 1930's. In the 1940's, Sachse schools were consolidated with the Garland Independent School District.

Sachse is a residential community with a country atmosphere. Growth has continued as new residents discover the quality of life they are seeking on the outskirts of Dallas. The City of Sachse incorporated in 1956 and adopted its Home Rule Charter in 1986.

CITY OF SACHSE

AT A GLANCE

Date of Incorporation	1956
Date of City Charter Adoption	1986
Form of Government	Home Rule City
Area-square miles	
City Limits	9.8 square miles

Demographics	
Population	23,756
Average Age	35
$ Avg Existing Home Value	177,186
$ Avg Household Income	89,079
Average Household Size	3 or more

Building Permits	
Permits issued (fiscal year)	1,704
Single family dwelling	246
Building Insp. Conducted	25,151
$ Value (fiscal year)	77,375,022

City Employees	
Full-time	133
Part-time	11
Seasonal	31

Department of Public Safety	
Police	
Police Stations	1
# of Employees	50
Police Motorcycle Units	2
Fire/EMS	
Fire Stations	2
Fire Engines	3
# of Employees	49

Recreation	
Acreage	
Developed	149
Playgrounds	6
Baseball/Softball Fields	7
Soccer/Football Fields	1
Basketball Court	1
Community Centers	1

Public Schools located in City	Enrollment
Elementary	
Armstrong (GISD)	788
Cox (WISD)	600
Sewell (GISD)	533
Middle School	
Hudson (GISD)	1,199
High School	
Sachse High (GISD)	2,879
Wylie ISD (WISD)	13,902
Garland ISD (GISD)	57,704

Municipal Water System	
Active Accounts	7,682
Avg consumption (mnth) (gal.)	11,116
Water Mains (miles)	130
Fire Hydrants	933

Municipal Sewer System	
Active Accounts	6,979
Sanitary Swr (miles)	103

Solid Waste Collection	
Active Accounts	7,070

Elections	
Registered Voters	13,000

Did you know?

Sachse is named after settler William Sachse? He was born in Prussia in 1820; landed in New York in 1840 and traveled to Philadephia, Pittsburgh, and Missouri before settling in Texas in 1845.

Source: City of Sachse Referenced Department

CITY OF SACHSE
HOMETOWN FUN

A true sense of community can be felt in Sachse. With a population over 20,000, our community events rival what the big cities have to offer. You can find something fun to do for every season and holiday.

Children of all ages are invited to dress up in their favorite costume and join in the fun at the Sachse Public Library on October 28th from 4 p.m. to 5 p.m. for a Halloween party. Fun games, snacks, prizes, and lots of candy will fill the evening.

Come join the fun. NO charge to participate.

COSTUME CONTEST

Every October we turn off the TV, turn on the porch light and spend the evening outside with neighbors. National Night Out strengthens neighborhood spirit and police/community partnerships. It is an opportunity for neighborhoods to organize block parties, cookouts, visits from the police officers, flashlight walks, youth activities and contests.

CITY OF SACHSE

HOMETOWN FUN

ANNUAL DANCE

Each year put on your dancing shoes. All Daddies and daughters can dance the night away at the Senior Activity Center. Along with dancing the Macarena, the Twist, the Bunny Hop and the YMCA, experience games, activities, and refreshments. Each couple receives a picture as a keepsake of the special evening. Cost: $15 per couple plus $5 for each additional daughter.

TOY AND FOOD DRIVE

The Fraternal Order of Police Toy and Food Drive has collected new, unwrapped toys, non-perishable food items, and monetary donations for needy Sachse families for the past 15 years. With Officer Richard Oliver at the helm since the beginning, and with the help of the Sachse High School Beta Club and Officer Steven Doerr, this volunteer organization is able to fulfill many requests for help. Collection starts Nov. 15 and ends Dec. 15. Residents may bring donations of unwrapped, new toys, non-perishable food items, or monetary donations to the Public Safety Building, 3815 Sachse Road, Building D or to the Cookies with Santa event. Officers will deliver items to needy families between Dec. 17 and 24.

CITY OF SACHSE

HOMETOWN FUN

ANNUAL CHRISTMAS PARADE PLUS COOKIES WITH SANTA

Join us for Sachse's 5th Annual Christmas Parade on Dec. 13. The parade will start at 9:30 am at Hudson Middle School and last about 30 minutes, ending at City Hall, where Santa invites children to join him for Cookies with Santa and other fun activities in the city's amphitheater.

CHRISTMAS STORY TIME WITH SANTA

City Council and staff invite you to the annual city Christmas tree lighting outside City Hall on Thursday, Dec. 4 at 6:30 p.m. The Hudson Middle School Choir Ensemble will perform songs of the holiday season and Mayor Felix will light the city's tree.

We will then stroll over to the Library for Christmas Story Time with Santa at 7:00 p.m., where the choir will perform more songs of the season. Sponsored by the City of Sachse Library and assisted by the Friends of the Library, Santa will present each child with a book to remember this special evening. There is no charge for either event.

CITY OF SACHSE

HOMETOWN FUN

Easter Egg Scramble

Each year children ages 2-10 are invited to participate in the annual Easter Egg Scramble, organized by the Sachse Parks and Recreation Department. Children are divided into three age categories . Children ages 5-13 are also invited to join in the fun for a flashlight egg hunt in the dark.

Red, White & Blue Blast

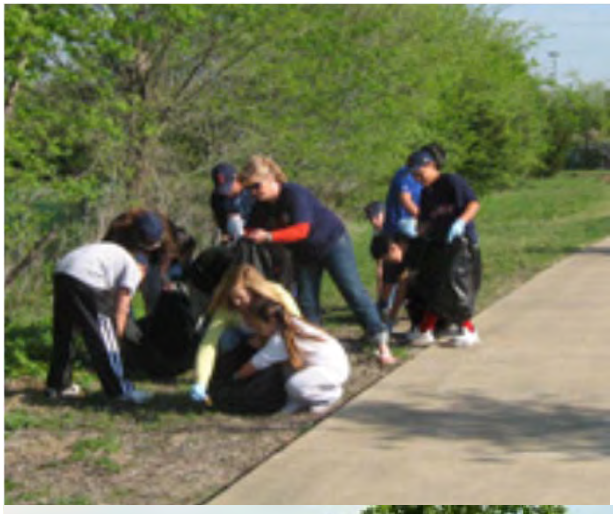
The City of Sachse sponsored its 7th annual Red, White & Blue Blast on July 3rd with a record number in attendance. Festivities were kicked off with a parade from City Hall to Heritage Park. Live entertainment, games, food vendors, vendor booths, bounce houses, and face painting were some of the activities availabe that evening. Entertainment was provided by the Metroplex United Fifes and Drums and Jonathan Fox, followed by Daughter Judy Band at 8:00 p.m. The fireworks ended the night, starting at 9:30 p.m. and lasting approximately 25 minutes. It was a great night of family entertainment.

CITY OF SACHSE

HOMETOWN FUN

GREAT AMERICAN CLEANUP

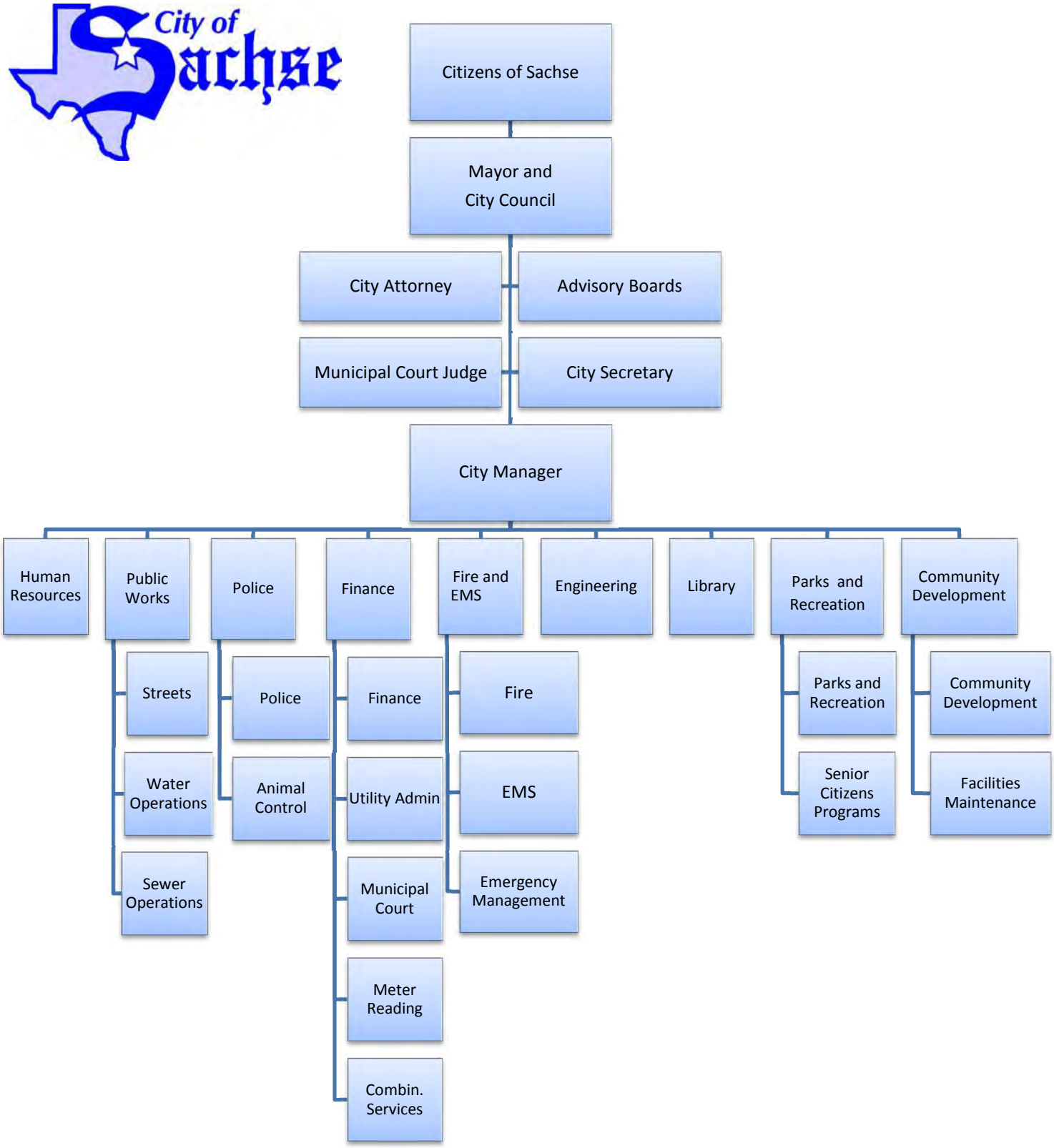
ARBOR DAY CELEBRATION



Join Sachse citizens, groups and organizations participating in our "grass roots" effort to clean up and give back to our community. The Great American Cleanup, a fun, educational activity is brought to you by the City of Sachse, Keep America Beautiful, Inc., the State of Texas, and national, state and local sponsors. Groups will gather at 9am at City Hall where Mayor Felix will kick off the event and present an Arbor Day Proclamation. Free gift trees are available while supplies last. Following the cleanup work, participants are invited back to City Hall for free lunch and special entertainment. Please join us as we work to keep our community clean and

City Facilities

City Hall 3815-B Sachse Road 972-495-1212	Offices of City Manager, City Secretary, Human Resources, Community Development, Municipal Court, Utility Billing, Fire Administration, Finance, Parks and Recreation, and City Council Chambers.
Historical Society Museum 3033 Sixth Street	Sachse Historical Society/Museum – Land and Building Use Agreement in Place.
Sachse Public Works Office 6420 Sachse Road 972-495-7600	Public Works facility for streets and drainage, water operations, and sewer operations.
Sachse Police Station 3815 D Sachse Road 972-495-2271 (non-emergency)	Police station is open 24 hours a day, 7 days a week. Facilities for 911 equipment, jail cells, records/evidence and training/meeting room.
Sachse Fire Station #1 5805 Bryan Street 469-429-9810	Fire station #1 houses equipment, training/meeting room and storage space.
Sachse Fire Station #2 3012 Ranch Road 972-461-9800	Command station houses ambulance and fire equipment, training/meeting room, office and housing space for staff and 24-hour personnel.
Animal Control Shelter 6436 Sachse Road 972-495-2271	Shelter for animals in the care of the Animal Control Officer, animal adoption program and animal registration.
Sachse Senior Center 3815 Sachse Road, Suite B 972-495-6282	Facility where seniors attend monthly meetings, conduct informative workshops and participate in fun and friendship.
Sachse Public Library 3815 Sachse Road, Suite C 972-530-8966	City library offers over 20,000 volumes, reading programs, interlibrary loan program, computer access and community room for non-profit use.
Cornwall Lane Park 1800 Cornwall Lane	Park includes uncovered playground, pavilion, picnic tables, and barbeque grills.
Heritage Park 4408 Hudson Drive	Park includes 3 lighted ball fields, soccer/football fields, covered playground, jogging/walking trail, picnic tables, barbeque grills, covered pavilion, concession stand and restrooms. Park is handicap accessible.
Joe & Patricia Stone Park 6000 Laurel Crest	Park includes covered playground, pond, pavilion, picnic tables, and barbeque grills, and walking /jogging trail.
Muddy Creek Preserve 5400 Pleasant Valley Road	Park includes picnic tables and walking/jogging trail.
Dave Sanford Park 4915 Miles Road	Park includes playground, pond, picnic tables, and walking/ jogging trail.
Salmon Park 4302 Williford Road	Park includes 1 lighted ball field, 1 practice field (unlit), covered playground, BBQ grills, covered pavilion, concession stand, and restrooms. Park is handicap accessible.
Firefighter's Park 2841 5th Street	Park includes covered playground and pavilion, drinking fountain, and walking/jogging trail. Playground equipment for children ages 2-12.
Undeveloped Parks	Bunker Hill Park, Cedar Creek Estates Park, Creek Crossing Park, and Sachse on the Creek Park


Citizens of Sachse
Mayor and City Council
City Attorney
Advisory Boards
Municipal Court Judge
City Secretary
City Manager
Human Resources
Public Works
Police
Finance
Fire and EMS
Engineering
Library
Parks and Recreation
Community Development
Streets
Water Operations
Sewer Operations
Police
Animal Control
Finance
Utility Admin
Municipal Court
Meter Reading
Combin. Services
Fire
EMS
Emergency Management
Parks and Recreation
Senior Citizens Programs
Community Development
Facilities Maintenance

CITY OF SACHSE

DESCRIPTION OF FUND STRUCTURE

The financial structure of the budget is organized by funds. A fund is generally defined as a fiscal and accounting entity which has its own self-balancing set of accounts for recording cash and other financial resources, as well as, any liabilities or residual equities or balances. Normally, funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The two types of funds utilized are Governmental and Proprietary. Governmental funds are used for most governmental activities, while Proprietary funds are based on the premise that the city service should be conducted as a business with user fees covering expenses. The Governmental funds include: General Fund, Capital Projects Fund, Debt Service Fund, PGBT Reinvestment Zone TIF and Special Revenue Funds. The Proprietary fund includes: Water, Sanitary Sewer and Solid Waste Enterprise Fund.

To maintain clarity and consistency in all reporting, the basis of budgeting and the basis of accounting used for the financial reporting are the same. The basis of budgeting for the Governmental Funds uses the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Budgetary control is maintained at the division level in each departmental budget.

Property taxes, franchise fees and interest associated with the current fiscal period are all considered to be susceptible to accrual and also have been recognized as revenues of the current fiscal period. Sales taxes collected and held by the State and merchants at year end on behalf of the City are also recognized as revenue. Other receipts are not susceptible to accrual because generally they are not measurable until received in cash.

Governmental Type Funds

General Fund - the primary operating fund for the City. Financial resources include: property, sales and other taxes, franchise fees, fines, licenses and fees for services. Operating expenditures provide support for traditional tax-supported municipal services such as Public Safety, Parks and Recreation, Library, Administration, and Public Works operations.

Capital Projects Fund - accounts for the acquisition of capital assets or the construction of major capital projects (such as streets and sidewalks) not being financed by proprietary funds. Financial resources include: proceeds from the sale of obligation bonds, certificates of obligation, Impact Fees, and operating fund transfers.

Debt Service Fund - accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds. Financial resources generated by a tax levy based on property values are used to pay debts incurred through the sale of obligation bonds, certificates of obligation, notes payable and other debt instruments. The bonds finance long-term capital improvements to streets, parks, buildings and other infrastructure projects.

CITY OF SACHSE

DESCRIPTION OF FUND STRUCTURE

PGBT Reinvestment Zone Tax Increment Fund (TIF) - The City created the TIF in November 2003 to encourage and accelerate planned development along the George Bush Eastern Extension of the Turnpike to the City. The five member Board of Directors are appointed by the Sachse City Council and serve for two-year staggered terms. The members of the Board are citizens of Sachse. Any future debt obligations issued and backed by the TIF are to be repaid from property tax levies, based on the incremental increase in the real property values from the base year 2003. Since the TIF Board of Directors act primarily in an advisory role to the Sachse City Council, who exercise the ultimate financial control over the recommendations of the TIF board, the financial information of the TIF is blended as a governmental fund into the primary government.

Special Revenue Funds - specific revenue sources that are legally restricted to expenditures for specified purposes (not including expendable trusts or major capital projects). Funds under this category include: Municipal Court Security, Municipal Court Technology, Child Safety Program Fees, Police Training Fund, EMS Training Fund, Park Development Fees, PEG Channel Fees, Library Donations and Grants, Animal Control Donations, Senior Citizen Donations, Fire Department Donations, Public Use Funds, Special Park Funds, Street Maintenance Tax, and Impact Fee Fund.

Proprietary Fund

Enterprise Funds - account for operations that are financed and operated in a manner similar to private business; the intent of the City is to provide goods or services to the general public on a continual basis that will be self-supporting through the user charges. One combined enterprise fund is maintained including water, sanitary sewer and solid waste: **Water and Sanitary Sewer** - operates the water distribution system and the wastewater treatment plants, wastewater pumping stations, and collection systems; and **Solid Waste** - accounts for operations of the sanitation function of the City.

The proprietary fund is accounted for using the accrual basis of accounting and the economic resources measurement focus. The economic resources measurement focus means all assets and liabilities (whether current or noncurrent) are included on the statement of net assets and the operating statements present increases (revenues) and decreases (expenses) in net total assets. Under the accrual basis of accounting, revenues are recognized when earned, including unbilled water and sewer services which are accrued. Expenses are recognized at the time the liability is incurred.

Internal Service Fund - used to report any activity that provides goods or services to other funds or departments on a cost-reimbursement basis. The Health Insurance Fund is an internal service fund used to allocate employees health insurance expenses to the department level.

CITY OF SACHSE

DESCRIPTION OF FUND STRUCTURE

City of Sachse

STRATEGIC PLANNING

City of Sachse

CITY OF SACHSE

STRATEGIC PLANNING - IDEAL TIMELINE

Date	Action/Event
January	City Council review of Comprehensive Annual Financial Report.
February	Finance Department updates historical information and worksheets.
March	City Council Planning Work Session * Review of the City's Financial Condition * City Council goal setting Forecast models communicated to each department
March	Each department submits revised current year expenditures and estimates for the upcoming year. Capital improvement program impacts and capital equipment needs are evaluated.
March - May	Mid-year determination of revenue assumptions and projections for current budget
April	Departmental Budget requests submitted.
April - June	Determination of revenue assumptions and forecast revenue for next fiscal year
May	Budget requests presented to City Manager.
Mid May	Preliminary Taxable values received from Collin and Dallas County Appraisal Districts.
June	Public Hearing for citizen input Preliminary direction from the City Manager regarding appropriate budget guidelines and strategy is given to each department.
July	Certified Tax Roll received from Collin and Dallas County Appraisal Districts. Budget Workshops with Management
August	Budget Workshops: with City Council and Management Budget Public Hearings
September	City Council Approval of the Budget
October	Fiscal Year begins Begin Tracking Performance Measures

STRATEGIC INITIATIVE

The City of Sachse has been and is committed to its vision of being a "tranquil community welcoming the future while offering a safe and enjoyable quality of life to all those who call Sachse home." In 2001, the City's comprehensive plan was updated and intended as a long-range planning tool to be used by City staff, decision-makers and citizens to guide the growth and physical development of the community for 10 years, 20 years or even a longer period of time.

Strategic Planning Process - Strategic planning gives elected officials and management professionals the tools to respond to rapid changes in technology, markets and customer expectations.

The City's continuing effort has resulted in a comprehensive strategic planning process that is designed to achieve two broad purposes: (1) to develop an organizational climate that responds proactively, rather than reactively, (2) to align the City's resources with the most important challenges facing Sachse.

Through this process, the City:

(1) identified vital strategic priorities that will enable the City to move forward in accomplishing its mission statement;

(2) determined how it will respond addressing these strategic priorities, the methods it will use in meeting priorities, and the "benchmarks" it will use to measure results;

(3) aligned the City's personnel, fiscal and capital resources to address the most critical issues facing the community; and

(4) sought to maintain the public's confidence, trust and assurance that their City leaders are working with them on the issues that they believe are key to improving the quality of their lives.

The strategic planning process resulted in a long-term, broad overview describing the City's strategic initiatives.

To determine how the individual departments' efforts contribute to the City's strategic priorities, three distinct perspectives are spotlighted: Customer, Financial, and Knowledge and Growth.

Customer Perspective

The City's efforts in addressing the customer perspective will be focused in the four strategic initiatives:
(1) Provide valuable public services and amenities;
(2) Enhance community aesthetics and promote positive environmental image;
(3) Facilitate greater interaction among residents in the community and within neighborhoods;
(4) Ensure public safety.

STRATEGIC INITIATIVE

Financial Perspective

The City's efforts in addressing the financial perspective will be focused in three strategic initiatives:
(1) Ensure financial stability;
(2) Plan, expand, upgrade, and maintain infrastructure.
(3) Attract non-residential development to diversify revenue streams.

Knowledge and Growth
(1) Retain a high-quality workforce;
(2) Ensure effective communication exchange.

Each of the initiatives is represented with performance measures. Each measurement was determined based on benchmarking of similar organizations, the City's historical data, and the City's desired outcome. The measurements will represent the effectiveness of accomplishing the respective initiative.

The next step to measuring the success of each strategic goals is to have a defined timeline for completion. To easily identify the timeframes of each objective and to conserve space, each departments will reflect the following codes:

Completion Within One year: **W1Y**
Completion in Two to Five Years: **2-5 years**
Completion in more than Five years: **5 or more years**

CITY OF SACHSE

STRATEGIC INITIATIVE PERFORMANCE MEASURES SUMMARY

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Provide Valuable Public Services and Amenities	# of scheduled community participation events	15	30	10	10
		# of open records requests	300	250	280	300
		# of facilities offering volunteer programs	4	4	4	4
		# of years municipal court cash collections available online	6	7	8	9
		# of Park & Recreation activities offered	218	214	212	225
		# of senior citizen transportations	580	602	649	663
	Enhance Community Aesthetics and Promote Positive Environmental Image	# of years of Tree City USA	3	4	5	6
	Facilitate Greater Interaction among Residents in Community and within Neighborhoods	# of participants and spectators Christmas Parade	750	1,000	1,000	1,050
		# of participants Cookies with Santa	300	400	420	425
		# of participants Christmas Tree Lighting & Story time with Santa	125	150	175	180
		# of participants Independence Day Celebration	4,000	5,000	5,500	5,600
		# of participants Pumpkin Prowl	NA	>600	>500	>500
		# of community center, meeting room and park facility rentals	71	70	253	275
		# of participants in activities and programs ***	1,670	5,451	4,214	5,329
		# of years Excellence in Libraries Award	5	6	7	8
	Ensure Public Safety	Emergency response time (average in minutes)	7:07	6:15	7:31	7:31
		# of House check/close patrol requests	726	1,073	1,019	228
		# of burglary incidents	42	30	50	39
		# of criminal mischief	94	113	54	37
		# of family violence	47	36	40	39
		# of 9-1-1 calls *	7,356	7,800	7,562	6,675
		# of adult arrests	670	677	800	526
		# of Fire/EMS service calls	860	947	1,222	1,074
		# of Fire/EMS transports	464	509	419	619
Financial	Ensure Financial Stability	Population	20,329	20,570	20,780	23,756
		# of Department presentations to City Council	18	18	19	18
		# of years of GFOA CAFR award	13	14	15	NA
		$ value of donation and grants awarded to the City	$ 13,103	$ 23,125	$ 55,046	$ 12,473
		$ damage of City property and equipment	$ -	$ -	$ 24,660	$ 17,476
		Expenditures per capita	$ 526.06	$ 550.83	$ 539.64	$ 463.20
		Revenues per capita	$ 534.09	$ 538.01	$ 580.28	$ 525.25
		Unreserved general fund balance/total expenditures	15%	11%	15%	24%
	Plan, Expand, Upgrade and Maintain Infrastructure	$ budgeted for 5-year Capital Improvement	$ 2,130,000	$ 6,742,268	$ 6,048,525	$ 6,878,525
		% of budgeted CIP projects completed in General Fund	NA	7%	0%	17%
		Traffic Volume Study (year)	FY2010	FY2010	FY2010	FY2010
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee				
		Retention Rate	91%	85%	84%	77%
		Average years of service	NA	NA	7	7
		# of New Hires	25	21	28	32
		# of Terminations (Voluntary and Involuntary)	15	18	28	38
		# of worker's compensation claims	16	17	13	27
	Ensure effective communication exchange	# of weekly reports provided to City Council	NA	500	500	500
		# of Newsletters provided to City Council, Staff and citizens	6	6	7	7
		# of press releases to official newspaper	NA	NA	NA	NA
		# of updates posted on City Website	NA	NA	207	229
		# of updates posted in City Newsletter	NA	52	54	72
		# of citizen complaints addressed	50	50	50	56
		# of Speaking engagements	NA	2	2	3
		# of Interjurisdictional meetings	25	25	25	25
		# of City-related Facebook posts	NA	163	180	183
		# of Current Facebook followers	NA	317	400	482

* Tracking system changed in 2011. Old system tracked multiple 9-1-1 calls received on a single event (i.e crash or house fire) as one call. The new system counts every 9-1-1 call, including hang up calls.

*** FY 2012 - FY 2014 includes Senior Programs and activities. Data unavailable FY 2011

CITY OF SACHSE

CITY MANAGER

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of scheduled community participation events	15	30	10	10
	Facilitate Greater Interaction among Residents	# of participants and spectators Christmas Parade	750	1,000	1,000	1,050
		# of participants Cookies with Santa	300	400	420	425
		# of participants Christmas Tree Lighting and Story time with Santa	125	150	175	180
		# of participants Independence Day Celebration	4,000	5,000	5,500	5,600
Financial	Ensure Financial Stability	Council Packet Reports	75	75	220	212
		# of Department Presentations to City Council	2	2	2	2
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	30	34
		Retention Rate	50%	100%	100%	25%
		Average years of service	NA	8	9	8
		# of worker's compensation claims	0	0	0	0
	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of Newsletters to Council, Staff and citizens	6	6	7	7
		# of City Manager-related press releases to official newspaper	NA	NA	NA	NA
		# of City Manager-related updates posted in City Newsletter	NA	11	12	7
		# of citizen complaints addressed	50	50	50	56
		# of City Manager-related pages posted on City Website	NA	4	5	5
		# of Speaking engagements	NA	2	2	3
		# of Interjurisdictional Meetings	25	25	25	25

NA = Not Available

CITY OF SACHSE

CITY SECRETARY

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of Council Meetings	34	34	34	34
		# of Agenda packets prepared	324	192	192	192
		# of Ordinances processed and codified	28	25	28	30
		# of Open Records Requests	300	250	280	300
		# Open Records Requests processed within 3 business days	NA	NA	220	220
		# of Elections administered	1	0	2	1
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	
		Retention Rate	100%	100%	100%	100%
		Average years of service	17	18	19	20
		# of worker's compensation claims	1	0	0	1
	Ensure effective communication exchange	# of City Council agendas posted on City website	NA	58	55	56
		# of City Council minutes posted on City website	NA	26	30	25
		# of weekly reports provided to City Council	50	50	50	50
		# of City Secretary-related updates posted in City Newsletter	NA	4	4	8

HUMAN RESOURCES

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of Facilities utilizing volunteer program	4	4	4	4
Financial	Ensure Financial Stability	# of years benefits broker service used for health insurance premiums	8	9	10	11
		# of Department Presentations to City Council	2	2	2	2
Knowledge/Growth	Retain a High-Quality Workforce	# of New Hires	25	21	28	32
		# Applications Received	1,500	1,500	2,197	2,466
		# of Terminations (Voluntary and Involuntary)	15	18	28	38
		Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	75%	75%	100%	75%
		Average years of service	NA	4	2	3
		# of worker's compensation claims	-	-	12	15
	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of Human Resources-related pages posted on City Website	6	6	5	6
		# of Human Resources-related updates posted in City Newsletter	NA	1	2	-
		# of years Employee Portal available	-	1	2	3
		# of years New Hire Portal available	-	1	2	3

NA = Not Available

CITY OF SACHSE

FINANCE

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of consecutive GFOA CAFR Awards	13	14	15	NA
		# of consecutive GFOA Distinguished Budget Awards	-	-	1	2
		# of Investment Reports and Budget Documents	20	20	20	20
Financial	Ensure Financial Stability	# Accounts Payable Checks	3,425	3,425	2,806	2,730
		# of Wires/Electronic Funds transfers	220	238	268	341
		# Payroll Checks	859	859	817	560
		# Payroll Direct Deposits	3,744	3,744	3,656	4,509
		# of bank reconciliations completed by the 30th of the following month	6*	10	12	12
		# of budget reports	20	12	12	12
		# of Audit Findings	-	-	-	NA
		# of Department Presentations to City Council	2	2	2	2
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	25
		Retention Rate	100%	73%	80%	100%
		Average years of service (Municipal Court, Util Admin and Meter Reader)	NA	8	8	3
		# of worker's compensation claims	0	0	0	0
	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of Finance-related pages posted on City Website	7	7	8	9
		# of Finance-related updates posted in City newsletter	NA	3	3	3
		# of Help Desk tickets	958	934	782	864
		# of CAFR's available online	4	5	6	7
		# of Budgets available online	1	2	3	4

* System conversion created delays.

MUNICIPAL COURT

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of years municipal court cash collections available online	6	7	8	9
	Provide fair, friendly and quality public service	# of cases filed	2,672	3,386	3,134	2,246
		# of dispositions prior to trial	1,270	1,608	1,601	1,130
		# of deferred dispositions	401	711	619	550
		# of dismissals	281	293	202	507
		# of trials	82	105	83	59
		# of cases appealed	-	-	-	-
		# of warrants issued	514	533	656	490
		# of court sessions	40	40	40	41
Financial	Ensure Financial Stability	$ Fines Collected	$ 295,574	$ 337,205	$ 319,652	$ 222,745
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	100%	100%	50%	50%
		Average years of service	NA	6	5	6
	Ensure effective communication exchange	# of Municipal Court -related pages posted on City Website	NA	NA	8	4
		% failure to appear	NA	NA	11%	8%

NA = Not Available

CITY OF SACHSE

PARKS AND RECREATION

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of Youth activities offered	172	169	162	165
		# of Adult activities offered	46	45	50	60
		# of Youth activities participants	1,503	1,467	1,479	1,495
		# of Adult activities participants	167	163	165	165
		# of Playgrounds	5	5	5	5
		# of walking trails	4	4	4	4
		# of baseball/softball fields	6	7	7	7
		# of soccer/football fields	1	1	1	1
		# of basketball courts	1	1	1	1
		# of community centers	1	1	1	1
	Enhance Community Aesthetics and Promote Positive Environmental Image	# of park acreage maintained	132	139	149	149
		# of miles of street medians maintained	4	6	7	7
		# of ball fields maintained	7	7	7	7
		# of grounds maintenance	60	55	55	55
		# of years of Tree City USA award	3	4	5	6
		# of green space added (acres)	17	7	10	-
	Facilitate Greater Interaction among Residents in Community and Neighborhoods	# of Special Events	12	11	12	14
		# of Pumpkin Prowl participants	NA	>600	>500	>500
		# of Recreation classes special events	229	226	224	239
		# of Community Center facility rentals	NA	10	17	21
		# of Meeting Room rentals	NA	25	75	75
		# of Park facility rentals	71	70	161	179

Financial	Ensure Financial Stability	# of Department Presentations to City Counci	2	2	2	2
		$ of grants received	NA	NA	-	1,000
	Plan, Expand, Upgrade and Maintain Infrastructure	$ budgeted on 5 year Capital Improvement Plan	-	-	32,000	152,000
		% of budgeted CIP projects completed	-	-	-	-
		# of playground equipment (addition and/or replacement)	1	-	-	1

Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	22	20
		Retention Rate	80%	91%	80%	80%
		Average years of service (includes Senior Program)	NA	6	6	7
		# of worker's compensation claims	1	1	0	0
	Ensure effective communication exchange					
		# of weekly reports provided to City Counci	50	50	50	50
		# of class survey contributors	NA	60	40	35
		# of classes registered online	NA	1,113	1,150	1,150
		# of Park-related pages posted on City Website	18	18	18	21
		# of Park-related updates posted in City Newsletter	NA	6	6	15

NA = Not Available

CITY OF SACHSE

SENIOR PROGRAMS

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Provide Valuable Public Services and Amenities	# transporation - doctor's visits	40	42	44	38
		# transporation - shopping & entertainment	540	560	605	625
		Hours of Operation	8-4 M-F	8-4 M-F	8-4 M-F	8-4 M-F
		# of Educational Senior Programs	NA	7	47	19
		# of Educational Senior Participants	NA	734	750	684
		# of Health Senior Programs	NA	9	52	45
		# of Health Senior Participants	NA	3,087	1,820	2,985
		# of Volunteer Senior Programs opportunities	NA	6	36	15
	Facilitate Greater Interaction among Residents in Community and within Neighborhoods	# of annual attendance - senior activities	13,000	15,700	18,455	19,500
		# of memberships	220	215	232	260
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
	Ensure effective communication exchange	# of Monthly calendar of events posted	12	12	12	12
		# of Seniors-related pages posted on City Website	5	5	8	8
		# of Seniors-related updates posted in City Newsletter	NA	5	6	3

LIBRARY

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Provide Valuable Public Services and Amenities	Circulation	72,137	85138	91,461	101,076
		# of Programs	95	98	97	111
		# of program attendance	2,612	4625	5,161	5,805
		# of titles in collection	37,805	38761	40,169	43,935
		# of new books added	2,632	4563	4,563	4,709
		# of E-books	-	0	0	928
		# of Volunteer opportunities	1	1	1	1
	Facilitate Greater Interaction among Residents in Community and within Neighborhoods	# of years of Excellence in Libraries Award	5	6	7	8
		# of new patrons	215	250	1,134	1,133
Financial	Ensure Financial Stability	# of Department Presentations to City Council	2	2	2	2
		$ of grants received	NA	NA	$ 30,536	$ 3,500
	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	80%	100%	78%	100%
		Average years of service	4	5	4	5
		# of worker's compensation claims	0	0	0	0
Knowledge/Growth	Ensure effective communication exchange	# of Monthly calendar of events	12	12	12	12
		# of Library-related updates posted on City Website	76	84	97	108
		# of Library-related updates posted in City Newsletter	NA	7	8	10
		# of Facebook Updates	NA	163	180	183
		# of Facebook followers	NA	317	400	482

NA = Not Available

CITY OF SACHSE

COMMUNITY DEVELOPMENT

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# New SFD Home Permits	89	135	135	246
		# All other permits	1,190	1,137	1,171	1,458
		# Contractor registrations	118	140	160	202
		# of Building inspections conducted	11,312 *	14,246	16,545	25,151
		# of health permits issued	68	52	58	63
	Enhance Community Aesthetics and Promote Positive Environmental Image	# of years mosquito dunks provided to community	0	0	1	2
Financial	Ensure Financial Stability	$ damage of Community Development property and equipment	NA	NA	NA	NA
		# of Department Presentations to City Council	2	2	2	2
	Plan, Expand, Upgrade and Maintain Infrastructure	# of construction plan reviews (Single Family & Industrial)	92	138	142	285
		# of zoning requests	7	2	7	10
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	93%	71%	86%	70%
		Average years of service (includes Facilities Maintenance)	NA	9	11	10
		# of worker's compensation claims	1	1	0	0
	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		Adopted Updated Building Codes	No	Yes	Yes	Yes
		Fee Schedule available online	Yes	Yes	Yes	Yes
		# of Comm. Development-related pages posted on City Website	NA	17	19	22
		# of Comm. Development-related pages posted in City Newsletter	NA	1	2	3

NA = Not Available

CITY OF SACHSE

STREETS & DRAINAGE

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Provide Valuable Public Services and Amenities	# of street related complaints/projects	NA	140	145	148
	Enhance Community Aesthetics	# Alley way repairs	25	40	35	40
		# asphalt street repairs projects	40	55	50	45
		# concrete street repairs projects	35	45	45	50
		# sidewalk repairs projects	20	30	40	50
		# Signage repairs and installation	100	115	100	110
	Ensure Financial Stability	$ spent on CIP street projects	NA	$ 9,017,245	$ 1,475,579	$ 3,239,876
Financial	Plan, Expand, Upgrade and Maintain Infrastructure	# of streets (miles)	125	125	130	135
		Year of latest Traffic Volume Study	FY2010	FY2010	FY2010	FY2010
		$ budgeted on 5 year Capital Improvement Plan	$ 2,130,000	$ 6,742,268	$ 6,016,525	$ 6,726,525
		% of budgeted CIP projects completed	NA	6.67%	0.05%	16.67%
	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	57%	91%	80%	80%
		Average years of service (Public Works)	NA	4	4	4
		# of worker's compensation claims (Public Works-includes wtr/swr)	2	5	2	4
Knowledge/ Growth	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of Street-related pages posted on City Website	NA	5	6	8
		# of street-related updates posted in City newsletter	NA	0	1	2

FACILITIES MAINTENANCE

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Enhance Community Aesthetics	# roof repairs	1	1	1	-
		# buildings cleaned	5	5	5	5
		# buildings maintained	19	16	16	16
	Ensure Financial Stability	# of Department Presentations to City Council	2	2	3	2
Financial	Plan, Expand, Upgrade and Maintain Infrastructure	$ budgeted for 5-year Capital Improvement Plan	-	-	-	-
		% of budgeted CIP projects completed	-	-	-	-
		# of building remodels	1	1	0	0
		# of HVAC units maintained	50	50	50	50
		# of HVAC units replaced	1	2	2	0
		$ damage of property and equipment			$ 14,050	$ -
	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		# of worker's compensation claims	0	0	1	1
Knowledge /Growth	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50

CITY OF SACHSE

POLICE DEPARTMENT

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Ensure Public Safety	# of officers per shift	4	4	4	4
		Emergency response time (average in minutes)	8:06	6:40	6:35	6:33
		# of House Check/Close Patrol Requests	726	1,073	1,019	228
		# of Traffic Accidents	185	190	190	166
		# of Burglary incidents	42	30	50	39
		# of Criminal Mischief	94	113	54	37
		# of Family Violence	47	36	40	39
		# of 9-1-1 Calls	7,356	7,800	7,562	6,675
		# of Adult Arrests	670	677	800	526
		# of Juvenile Detentions	24	28	26	12
		# of Citations	2,160	2,568	1,260	1,360
		# of Warrants Cleared	1,259	1,280	1,262	921
		# of Commercial False Alarm Calls	231	165	243	74
		# of Residential False Alarm Calls	606	620	585	343

Financial	Ensure Financial Stability	# of Department Presentations to City Council	2	2	2	2
		$ of grants received	NA	NA	$ 7,053	$ 3,473
		# of worker's compensation claims	6	5	5	4
		$ damage of Police property and equipment			$ 8,586	$ 11,036
	Retain a High-Quality Workforce	Average # of training hours per employee	12	15	53	48
		Retention Rate (includes Animal Control)	91%	87%	80%	80%
		Average years of service (includes Animal Control)	NA	7	7	7

Knowledge/Growth	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of graduates-Youth Citizens Police Academy (avail. every other yr)	NA	11	-	NA
		# of graduates-Citizens Police Academy (avail. every other yr)	NA	NA	-	NA
		# of Neighborhood E-Watch newsletters	12	2	-	120
		# of Police-related pages posted on City Website	NA	13	12	14
		# of Police-related updates posted in City Newsletter	NA	7	5	8
		# of Reverse 9-1-1 subscribers	NA	7,018	7,426	8,000
		# of Facebook followers	NA	69	NA	80
		# of Twitter followers	NA	276	409	450
		# of Tweets	NA	1,033	1,296	1,300
		# of E-Watch subscribers (email/text message)	NA	NA	4,300	5,700

ANIMAL CONTROL

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer	Provide fair, friendly and quality public service	# of animal complaints	2,578	2,723	2,733	2,250
		# of animal impounds	611	602	662	606
		# of animals claimed	270	258	274	307
		# of pet adoptions	235	246	248	229
		# of pet licenses issued	433	476	436	337

Financial	Ensure Financial Stability	# of Department Presentations to City Council	NA	2	2	2
		$ damage of Animal Control property and equipment	NA	NA	-	-
		$ of grants received	0	0	$ 9,500	$ 3,500

Knowledge/ Growth	Retain a High-Quality Workforce	Average # of training hours per employee	12	15	15	15
		Average years of service	11	12	13	14
	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of Animal Control informational pages posted on City Website	NA	6	8	9
		# of Animal Control updates posted on City website	NA	5	4	6
		# of Animal Control updates posted on City Newsletter	NA	4	2	7

NA = Not Available

CITY OF SACHSE

FIRE / EMS DEPARTMENT

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Ensure Public Safety	# of officers per shift	5	6	6	6
		Emergency response time (average in minutes)	6:09	5:50	8:27	8:29
		# of calls for service (Fire)				
		Structure Fire	29	38	32	23
		Grass Fire	33	19	44	29
		Vehicle Fire	6	8	10	12
		# of Investigations	45	43	270	66
		# of Public Service	99	74	76	110
		# of gas leaks	9	15	24	32
		# of calls for service (EMS)				
		# of Medical	382	436	367	388
		# of Trauma	52	60	155	136
		# of Accidents	82	92	122	107
		# of Cardiac	53	64	54	61
		# of Stroke	4	13	12	19
		# of Pediatric	54	79	51	87
		# of Burns	5	1	1	-
		# of OB-Gyn	7	5	4	4
		# Transported	464	509	419	619
		# of Code Enforcement (cases)	2,676	1,859	2,636	2,950

Financial	Ensure Financial Stability	# of Department Presentations to City Council	2	2	2	2
		$ of grants received	NA	NA	7,957	1,000
		$ damage of fire property and equipment			$ 2,024	$ 6,440
	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	93%	93%	73%	60%
		Average years of service	NA	4	4	5
		# of worker's compensation claims	6	1	1	2

Knowledge/ Growth	Ensure effective communication exchange	# of weekly reports provided to City Council	50	50	50	50
		# of graduates from Basic CERT class	NA	NA	14	0
		# of members of Sachse CERT team	NA	NA	37	
		# of Fire-related pages posted on City Website	NA	14	13	15
		# of Fire-related updates posted in City Newsletter	NA	3	3	6

NA = Not Available

CITY OF SACHSE

ENGINEERING

	Strategic Initiatives	Measures	FY 2011	FY 2012	FY 2013	FY 2014
Customer						
	Provide Valuable Public Services and Amenities	# of engineering study management	2	2	2	2
	Enhance Community Aesthetics and Promote Positive Image	# of site construction plans reviewed	6	8	12	15
		# of preliminary plans and plats reviewed	9	10	13	10
Financial		# of Department Presentations to City Council	2	2	2	2
	Plan, Expand, Upgrade and Maintain Infrastructure	# of advance capital projects	10	13	13	15
		# of 2006 bond projects implemented	2	2	2	0
Knowledge/Growth	Retain a High-Quality Workforce	Average # of training hours per employee	NA	NA	NA	NA
		Retention Rate	100%	67%	100%	100%
		Average years of service	NA	3	7	8
		# of worker's compensation claims	0	0	1	0
	Ensure effective communication exchange	# of inter-agency coordinations	NA	10	NA	8
		# of weekly reports provided to City Council	50	50	50	50
		CIP updates available online	Yes	Yes	Yes	Yes
		# of Engineering-related pages posted on City Website	NA	35	10	16
		# of Engineering-related pages posted in City Newsletter	NA	2	0	1

NA = Not Available

BUDGET SUMMARY

City of Sachse

Budget Calendar (2014-2015 Fiscal Year)

January	City Council review of Comprehensive Annual Financial Report.
February	Finance Department updates historical information and worksheets.
March	City Council Planning Work Session. *Review of the City's financial condition. *City Council goal setting. Each department submits revised current year expenditures and estimates for the upcoming year. Capital improvement program impacts and capital equipment needs are evaluated.
March 5	Budget kick off meeting with departments.
March 31	Combined Services, IT related and payroll related budget requests due.
March – May	Mid-year determination of revenue assumptions and projections for current budget.
April – June	Determination of revenue assumptions and forecast revenue for next fiscal year.
May 2	Departmental operating budget requests due to Finance Department.
May 14	SEDC Board meeting to discuss Budget.
May 30	Finance presents total budget requests to City Manager.
May 30	Chief appraiser certifies estimate of taxable values.
June 2	Public Hearing to allow early citizen input.
June 2 – June 6	City Manager reviews budget requests with departments and provides preliminary direction regarding appropriate budget guidelines and strategy.
June 11	SEDC Preliminary draft Budget to SEDC Board.
June 16	Revised budgets due to Finance Director from departments
June 16	Council discuss preliminary budget and multi-year projections
June 27	Draft for presentation to City Council presented to City Manager
July 9	EDC Board meeting to discuss Budget
July 12	Budget Workshop for Departmental Budget Presentations
July 21	Council Workshop Session-discuss budget and tax rate

July 25	Certified values available from Appraisal Districts
August 4	Calculation of Effective/Rollback Rates by Dallas County
August 4	City Manager presents budget to Council; City Council determines maximum tax rate; accept certified tax rolls; schedule Public Hearings; record vote; discuss budget and tax rate
August 6	Publication of Effective and Rollback rates and required schedules
August 6	Publish 1st quarter page notice: "Notice of Public Hearing on Tax Increase"
August 13	SEDC Board meeting to adopt budget
August 18	Regular City Council meeting; First Public Hearing on budget; First Public Hearing on tax rate; discuss budget and tax rate.
September 2	Regular City Council meeting; discuss budget and tax rate(optional); Second Public Hearing on budget and Second Public hearing on tax rate.
September 10	Publish 2nd quarter page notice "Notice of Tax Revenue Increase."
September 15	Regular City Council meeting; adopt budget and tax rate.
October 1	New fiscal year begins. Begin tracking performance measures.
November 30	Budget document is finalized and distributed.

CITY OF SACHSE

GENERAL BUDGET PROCESS

Budgetary control is maintained with the annual adoption by City Council of an operating budget for each fiscal year from October 1 to September 30.

Each year City Council holds a worksession for goal setting, review of the City's financial condition, and future capital and operating needs.

The budget is developed on a departmental level and adopted at the fund level. The Finance Department begins in February updating all historical information and worksheets that detail expenditures and revenues on a departmental and line item level. The reports provide monthly expenditures with year-to-date totals, with a comparison to budget, giving a budget balance and unexpended percentage. To further aid in projections, the monthly report provides prior year comparison data of expenditures, revenue and budget balances.

The adoption process begins with each department completing Budget Request Detail worksheets with revised expenditure estimates for the current year and their estimates for the upcoming year in early March. By late March, all budget requests affecting Information Technology, Payroll and Combined Services are submitted to the respective department. An evaluation of the impact of capital expenditure decisions upon annual operations and the City's operating budget are considered. Reoccurring expenditures for capital improvements and equipment represent a consistent percentage of the City's annual operating budget and are financed on a "pay as you go" basis. Current and future capital equipment needs are highlighted with consideration for efficiency and public safety aiding in the discussion process.

Budget proposals are due to Finance by May for incorporation into a working budget document. The budget requests are presented to the City Manager in late May. A June management meeting is scheduled with the City Manager and each individual department to jointly review all line items. This budget planning process helps each department focus on requirements to continue its existing level of service, as well as, evaluate the potential to expand service levels.

The Ad Valorem tax projections are a major component of all City budget discussions. When the certified tax rolls from the Collin and Dallas Central Appraisal Districts are released in late July, the final preparation for a proposed budget is submitted to the City Council.

June, July, August, and September have scheduled City Council workshops to discuss the budget with City staff and hold public hearings. The first public hearing is held in June to allow early citizen input. The first public hearing on the proposed budget and tax rate is held mid August; the second public hearing occurs early September. A year end account analysis is conducted to determine if budget ammendments for the current year are needed. Ammendments for the upcoming budget year are done in subsequent months following the start of the new fiscal year.

By mid September, the City Council has voted on the tax rate ordinance and the budget ordinance.

The fiscal year begins on October 1. By late November, the completed Budget Document is distributed and made available to the public via website or requested hard copy.

ORDINANCE NO. 3610

AN ORDINANCE OF THE CITY OF SACHSE, TEXAS, LEVYING AD VALOREM TAXES FOR THE YEAR 2014 (FISCAL YEAR 2014 - 2015) AT A RATE OF $0.770819 PER ONE HUNDRED DOLLARS ($100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF SACHSE AS OF JANUARY 1, 2014, TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR AN INTEREST AND SINKING FUND FOR ALL OUTSTANDING DEBT OF THE CITY OF SACHSE; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. There is hereby levied for the tax year 2014 on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Sachse, Texas, and not exempt by the Constitution of the State and valid State laws, a tax of $0.770819 on each One Hundred Dollars ($100) assessed valuation of taxable property, and shall be, apportioned and distributed as follows:

(a) For the purpose of defraying the current expenditures of the municipal government of the City of Sachse, a tax of $0.559034 on each and every One Hundred Dollars ($100) assessed value on all taxable property; and

(b) For the purpose of creating a sinking fund to pay the interest and principal maturities of all outstanding debt of the City of Sachse, not otherwise provided for, a tax of $0.211785 on each One Hundred Dollars ($100) assessed value of taxable property within the City of Sachse, and shall be applied to the payment of interest and maturities of all such outstanding debt of the City.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 10.97 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATION ON A $100,000 HOME BY APPROXIMATELY $16.00.

SECTION 2. All ad valorem taxes shall become due and payable on October 1, 2014, and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2015. There shall be no discount for payment of taxes prior to February 1, 2015. A delinquent tax shall incur all penalty and interest authorized by law, to wit:

(a) A penalty of six percent on the amount of the tax for the first calendar month it is delinquent, plus one percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent.

(b) Provided, however, a tax delinquent on July 1, 2015, incurs a total penalty of twelve percent of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent for each month or portion of a month the tax remains unpaid. Taxes for the year 2014 and taxes for all future years that become delinquent on or after February 1 but not later than May 1, that remain delinquent on July 1 of the year in which they become delinquent, incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and 33.07, as amended. Taxes assessed against tangible personal property for the year 2014 and for all future years that become delinquent on or after February 1 of a year incur an additional penalty on the later of the date the personal property taxes become subject to the delinquent tax attorney's contract, or 60 days after the date the taxes become delinquent, such penalty to be in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 33.11. Taxes for the year 2014 and taxes for all future years that remain delinquent on or after June 1 under Texas Property Tax Code Sections 26.07(f), 26.15(e), 31.03, 31.031, 31.032 or 31.04 incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and Section 33.08, as amended.

SECTION 3. The taxes are payable at the Dallas County Tax Office if the property is located in Dallas County; or, at the Collin County Tax Office if the property is located in Collin County.

SECTION 4. The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 5. The tax roll as presented to the City Council, together with any supplements thereto, be and the same are hereby approved.

SECTION 6. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance which shall remain in full force and effect.

SECTION 7. All ordinances of the City of Sachse, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however, that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 8. This ordinance shall take effect immediately from and after its passage, as the law and charter in such cases provide.

PASSED AND APPROVED by the City Council of the City of Sachse, Texas this the 15 day of September, 2014.

APPROVED:

Mike Felix
Mayor

DULY ENROLLED:

Terry Smith
City Secretary

APPROVED AS TO FORM:

Peter G. Smith
City Attorney

ORDINANCE NO. 3609

AN ORDINANCE OF THE CITY OF SACHSE, TEXAS, ADOPTING THE BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2014 AND ENDING SEPTEMBER 30, 2015; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year beginning October 1, 2014, and ending September 30, 2015, has been duly created by the financial office of the City of Sachse, Texas, in accordance with Chapter 102.002 of the Local Government Code; and

WHEREAS, as required by Section 7.02 of the City Charter, the City Manager has prepared and submitted to the City Council a proposed budget reflecting financial policies for the year and forecasting revenues and expenditures for conducting the affairs of the City and providing a complete financial plan for the fiscal year beginning October 1, 2014, and ending September 30, 2015; and

WHEREAS, as required by Section 7.04 of the City Charter, the proposed budget has been filed with the office of the City Secretary and the proposed budget was made available for public inspection in accordance with Chapter 102.005 of the Local Government Code and Section 7.04 of the City Charter; and

WHEREAS, a public hearing was held by the City in accordance with Chapter 102.006 of the Local Government Code and Section 7.05 of the City Charter, following due publication of notice thereof, at which time all citizens and parties of interest were given the opportunity to be heard regarding the proposed budget; and

WHEREAS, after full and final consideration, it is the opinion of the Sachse City Council that the 2014-2015 fiscal year budget as hereinafter set forth should be adopted.

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

SECTION 1. That the proposed budget of the revenue and expenditures necessary for conducting the affairs of the City of Sachse, Texas for the fiscal year beginning October 1, 2014, and ending September 30, 2015, as submitted to the City Council by the City Manager, attached hereto as Exhibit "A", be and the same is hereby adopted as the budget of the City of Sachse for the fiscal year beginning October 1, 2014 and ending September 30, 2015.

SECTION 2. That the expenditures during the fiscal year beginning October 1, 2014, and ending September 30, 2015, shall be made in accordance with the budget approved by this resolution unless otherwise authorized by a duly enacted resolution of the City of Sachse, Texas.

SECTION 3. That all budget amendments and transfers of appropriations budgeted from one account or activity to another within any individual activity for the fiscal year 2013 – 2014 are hereby ratified, and the budget approval for fiscal year 2013 – 2014, heretofore enacted by the City Council, be and the same is hereby amended to the extent of such transfers and amendments for all purposes.

SECTION 4. All ordinances of the City of Sachse, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however, that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 5. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance which shall remain in full force and effect.

SECTION 6. This Ordinance shall take effect immediately from and after its passage as the law in such cases provides.

PASSED AND APPROVED by the City Council of the City of Sachse, Texas this the 15 day of September, 2014.

APPROVED:

Mike Felix
Mayor

DULY ENROLLED:

Terry Smith
City Secretary

APPROVED AS TO FORM:

Peter G. Smith
City Attorney
(09-11-14/68138)

City of Sachse
Budget Fiscal Year Beginning October 1, 2014
Exhibit "A"

Funds	Operating Budget	Capital Budget	Proposed Budget
General	12,419,179	300,000	12,719,179
Utility	7,794,123		7,794,123
Debt Service	2,958,191		2,958,191
Capital Projects Fund		377,304	377,304
Special Revenue	229,500		229,500
Impact Fee Fund		885,000	885,000
Street Maintenance Tax Fund		282,000	282,000
Health Insurance Fund	865,978		865,978
Economic Development Corporation	586,553		586,553
Total	$ 24,853,524	$ 1,844,304	$ 26,697,828

CITY OF SACHSE

CITY CHARTER

ARTICLE VII. - BUDGET AND FINANCE

Sec. 7.01 - FISCAL YEAR
The fiscal year of the city shall begin on the first (1st) day of October and end on the last day of September of the next succeeding year. Such fiscal year shall also constitute the budget and accounting year.

Sec. 7.02 - SUBMISSION OF BUDGET AND BUDGET MESSAGE
The city manager, shall, not later than the 15th day of August of each year, or other date prescribed by state law, prepare and submit the proposed budget, covering the next ensuing fiscal year, to the city council. In preparing this budget, each employee, officer, board, and department shall assist the city manager by furnishing all necessary information. The city manager's budget document shall contain:

(1)The city manager's budget message outlining the proposed financial policies for the next fiscal year with explanations of any changes from preceding years in expenditures and any major changes of policy and a complete statement regarding the financial condition of the city.

(2)An estimate of all revenue from taxes and other sources, including the present tax structure rates and property evaluations for the ensuing year.

(3)The proposed goals and objectives and expenditures for current operations during the ensuing fiscal year, detailed for each fund by organization unit, and program, purpose or activity, and the method of financing such expenditures.

(4)A description of all outstanding bonded indebtedness, showing amount, purchaser, date of issue, rate of interest, and maturity date, as well as any other indebtedness which the city has incurred and which has not been paid.

(5)A statement proposing any capital expenditures necessary for undertaking during the next budget year and recommended provision for financing.

(6)A list of capital projects which should be undertaken within the next five (5) succeeding years.
(Election of May 13, 2006)

Sec. 7.03 - BUDGET MESSAGE
The city manager's message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the city for the ensuing fiscal year, describe the important features of the budget, indicate major changes from the current year in financial policies, expenditures and revenues together with the reasons for such changes, summarize the city's debt position and include such other material as the city manager deems advisable and necessary to fully appraise the city council of the financial status of the city. (Election of April 5, 1986)

Sec. 7.04 - BUDGET: A PUBLIC RECORD
The final budget, all supporting schedules and the budget message shall be filed with the city secretary when submitted to the city council and shall be opened to public inspection by anyone interested. The city manager shall provide copies of the final budget, at a reasonable charge, to all interested citizens. (Election of May 7, 1988)

CITY OF SACHSE

CITY CHARTER

Sec. 7.05 - PUBLIC HEARING ON BUDGET
The city council shall conduct public hearings on the proposed budget as required by state law, and shall conduct at least one public hearing. Notice of the public hearing(s) shall be published in a newspaper of general circulation of the county in which the city is located, unless otherwise prescribed by state law, stating the date, time and place as required by state law. At this hearing, interested citizens may express their opinions concerning items of expenditures, giving their reasons for wishing to increase or decrease any items of expense.

Sec. 7.06 - PROCEEDING ON ADOPTION OF BUDGET
After public hearing, the city council shall analyze the budget, making any additions or deletions which they feel appropriate, and shall, at least ten (10) days prior to the beginning of the next fiscal year, adopt the budget by a favorable majority vote of the full membership of the city council. Should the city council take no final action on or prior to such day, the current budget shall be in force on a month-to-month basis until a new budget is adopted.

Sec. 7.07 - BUDGET, APPROPRIATION AND AMOUNT TO BE RAISED BY TAXATION
On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the city council shall constitute the official appropriations as proposed by expenditures for the current year and shall constitute the basis of official levy of the property tax as the amount of tax to be assessed and collected for the corresponding tax year. Estimated expenditures will in no case exceed proposed revenue plus cash on hand. Unused appropriations may be transferred to any item required for the same general purpose.

Sec. 7.08 - CONTINGENT APPROPRIATION
Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than seven (7) percent of the total general fund expenditures. This contingent appropriation shall apply to current operating expenses and shall not include any reserve funds of the city. Such contingent appropriation shall be under the control of the city manager and distributed by him only after prior approval by the city council. The proceeds of the contingent appropriation shall be disbursed only by transfer to other departmental appropriation, the spending of which shall be charged to the departments or activities which the appropriations are made.

Sec. 7.09 - AMENDING THE BUDGET
Under conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, the city council may, by a majority vote of the full membership, amend or change the budget to provide for any additional expense in which the general welfare of the citizenry is involved. These amendments shall be by ordinance, and shall become an attachment to the original budget.

Sec. 7.10 - CERTIFICATION: COPIES MADE AVAILABLE
A copy of the budget, as fully adopted, shall be filed with the city secretary and such other places required by state law and as the city council may designate. The final budget shall be printed, and sufficient copies shall be made available for the use of all offices, agencies, and for the use of interested persons and civic organizations.

Sec. 7.11 - CAPITAL PROGRAM
The city manager shall submit a five-year capital program, in keeping with the city's then current Master Plan, as an attachment to the annual budget. The program as submitted shall include:

(a)A clear general summary of its contents;

(b)A list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years succeeding the budget year, with appropriate supporting information as to the necessity for such improvements;

(c)Cost estimates, method of financing and recommended time schedules for each improvement;

(d)The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

The above information may be revised and extended each year with regard to capital improvements still pending or in the process of construction or acquisition.

Sec. 7.12 - DEFECT SHALL NOT INVALIDATE THE TAX LEVY
Errors or defects in the form or preparation of the budget or the failure to perform any procedural requirements shall not nullify the tax levy or the tax rate.

Sec. 7.13 - LAPSE OF APPROPRIATIONS
Every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned. The purpose of any such appropriation shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriation. Any funds not expended, disbursed or encumbered shall be deemed excess funds.

Sec. 7.14 - BORROWING
(1)*Power to Borrow.* The city shall have the right and power, except as prohibited by law or this Charter, to borrow money by whatever method it may deem to be in the public interest.

(2)*Tax Obligation Bonds—General.*

(a)The city shall have the power to borrow money on the credit of the city and to issue general obligation bonds for permanent public improvements or any other public purpose not prohibited by law of [or] this Charter, and to issue refunding bonds to refund outstanding bonds previously issued. All such bonds or certificates of obligation shall be issued in conformity with the laws of the State of Texas and shall be used only for purposes for which they were issued.

(b)Any bonds issued under the provisions of this section shall not be issued without an election. The city council shall prescribe the procedure for calling and holding such elections, shall define the voting precincts and shall provide for the return and canvass of the ballots cast at such elections.

(c)If at such elections a majority of the vote shall be in favor of creating such a debt or refunding outstanding valid bonds of the city, it shall be lawful for the city council to issue bonds as proposed in the ordinance submitting same. If, however, a majority of the vote polled shall be against the creation of such debt or refunding such bonds, the city council shall be without authority to issue the bonds. In all cases when the city council shall order an election for the issuance of bonds of the city, it shall, at the same time, submit the question of whether or not a tax shall be levied upon the property within the city for the purpose of paying the interest on the bonds and to create a sinking fund for their redemption.

(3)*Revenue Bonds.* The city shall have the power to borrow money for the purpose of any self-liquidating municipal function not prohibited by the Constitution and the laws of the State of Texas. With an affirmative vote of at least five (5) members of the city council, it shall have the power to issue revenue bonds and to evidence the obligation created thereby. Such bonds shall be in charge upon and payable from the properties, or interest therein pledged, or the income therein gained from, or both. The holder(s) of the revenue bonds shall never have the right to demand payment thereof out of the monies raised or to be raised by taxation. All such bonds shall be issued in conformity with the laws of the State of Texas and shall be used only for the purpose for which they were issued.
(Election of April 5, 1986)

(4)*Emergency Funding.* In any budget year, the city council may, by affirmative vote of a majority of the city council, authorize the borrowing of money for emergency situations as defined in Section 11.05(4) of Article XI of this Charter. (Election of May 5, 1990)

Sec. 7.15 - PURCHASING
(1)The city council may, by ordinance, give the city manager authority to contract for expenditure without further approval of the city council for all budgeted items not exceeding limits set by the city council. All contracts for expenditures involving more than the set limits must be expressly approved in advance by the city council. All contracts or purchases involving more than the limits set by the city council shall be let to the lowest bidder or that bidder that provides the best value as allowed by state law, whose submittal is among those responsive to the needs of the city after there has been opportunity for competitive bidding as provided by law or ordinance, unless competitive bidding is prohibited or not required by state law. The city council, or the city manager as he is authorized to act for the city, shall have the right to reject any and all bids.

(2)Emergency contracts as authorized by law and this Charter may be negotiated by the city council, or the city manager if given authority by the city council, without competitive bidding. Such emergency shall be declared by the city manager and approved by the city council, or may be declared by the city council.

Sec. 7.16 - ADMINISTRATION OF BUDGET
(1)No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made unless the city manager or his designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable.

(2)Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such debt or obligation, and he shall also be liable to the city for any amount so paid.

(3)This prohibition shall not be construed to prevent the making or authorizing of payments, or making contracts for capital improvements to be financed wholly or partly by the issuance of bonds, time warrants, certificates of indebtedness, or certificates of obligation, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, providing that such action is made or approved by ordinance.

(4)The city manager shall submit to the city council each month a report covering revenues and expenditures of the city in such form as requested by the city council.

CITY OF SACHSE

CITY CHARTER

Sec. 7.17 - DEPOSITORY
All monies received by any person, department or agency of the city for or in connection with the affairs of the city shall be deposited promptly in the city depository or depositories. City depositories shall be designated by the city council in accordance with such regulations and subject to the requirements established by ordinance and law. Procedures for withdrawal of money or the disbursement of funds from the city depositories shall be as
prescribed by ordinance.

Sec. 7.18 - INDEPENDENT AUDIT
At the close of each fiscal year, and at such other times as may be deemed necessary, the city council shall call for an independent audit to be made of all accounts of the city by a certified public accountant. No more than five (5) consecutive annual audits shall be completed by the same firm unless no other certified public accountants have submitted a proposal to provide audit services for the city, in which event the existing certified public accountant may be retained for an additional one (1) year period(s) until another certified public accountant is available and selected by the City. The certified public accountant selected shall have no personal interest, directly or indirectly, in the financial affairs of the city or any of its officers. The report of the audit, with the auditor's recommendations will be made to the city council. Upon completion of the audit, copies of the audit will be placed on file in the city secretary's office as a public record.
(Election of May 13, 2006)

Sec. 7.19 - POWER TO TAX
(1)The city shall have the power to levy, assess and collect taxes of every character and type for any municipal purpose not prohibited by the Constitution and laws of the State of Texas as now written or hereafter amended.

(2)The city shall have the power to grant tax exemptions in accordance with the laws of the State of Texas.

Sec. 7.20 - OFFICE OF TAX COLLECTOR
There shall be established an office of taxation to collect taxes, the head of which shall be the city tax collector.

Sec. 7.21 - TAXES: WHEN DUE AND PAYABLE
(1)All taxes due in the City of Sachse shall be payable at the office of the city tax collector, or at such location or locations as may be designated by the city council, and may be paid at any time after the tax rolls for the year have been completed and approved. Taxes for each year shall be paid before February 1st of the next succeeding year, and all such taxes not paid prior to that date shall be deemed delinquent, and shall be subject to penalty and interest as the city council shall provide by ordinance. The city council may provide discounts for the payment of taxes prior to January 1st in amounts not to exceed those established by the laws of the State of Texas.

(2)Failure to levy and assess taxes through omission in preparing the appraisal rolls shall not relieve the person, firm or corporation so omitted from obligation to pay such current or past due taxes as shown to be payable by recheck of the rolls and receipts for the years in question, omitting penalty and interest.

CITY OF SACHSE

CITY CHARTER

Sec. 7.22 - TAX LIENS, LIABILITIES AND SUITS
(1)All taxable property located in the City of Sachse on January 1st of each year shall stand charged from that date with special lien in favor of the city for taxes due. All persons purchasing any such property on or after January 1st of any year shall take the property subject to the liens provided above. In addition to the liens herein provided, on January 1st of any year, the owner of property subject to taxation by the city shall be personally liable for the taxes due for that year.

(2)The city shall have the power to sue for and recover personal judgment for taxes without foreclosure, or to foreclose its lien or liens, or to recover both personal judgment and foreclosure. In any such suit where it appears that the description of any property in the city appraisal rolls is insufficient to identify such property, the city shall have the right to plead a good description of the property to be assessed, to prove the same, and to have its judgment foreclosing the tax lien or for personal judgment against the owners for such taxes.

CITY OF SACHSE
FISCAL AND BUDGETARY POLICY STATEMENTS

I. STATEMENT OF PURPOSE

The intent of the following Fiscal and Budgetary Policy Statements is to enable the City to achieve a long-term stable and positive financial condition. The watchwords of the City's financial management include integrity, stewardship, planning, accountability, and full disclosure.

The more specific purpose is to provide guidelines in planning and directing the City's day-to-day financial affairs and in developing recommendations to the City Manager and City Council.

The scope of these policies generally cover the following areas: accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, debt management, and planning concepts.

The City Council will annually review and approve the Fiscal and Budgetary Policy Statements as part of the budget process.

II. ACCOUNTING, AUDITING AND FINANCIAL REPORTING

ACCOUNTING. The City is solely responsible for the reporting of its financial affairs, both internally and externally. The Director of Finance is the City's Chief Fiscal Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.

AUDITING. In conformance with the City's Charter and according to the provisions of the Texas Local Government Code, Title 4, Chapter 103, the City will be audited annually by outside independent accountants ("auditor"). The auditor must be a CPA firm of regional reputation and must demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor must be registered as a partnership or corporation of certified public accountants, holding a license under Article 41a-1, Section 9, of the Civil Statutes of Texas, capable of demonstrating that it has sufficient staff which will enable it to conduct the City's audit in accordance with generally accepted auditing standards as required by the City Charter and applicable state and federal laws. The auditor's report on the City's financial statements should be completed within 120 days of the City's fiscal year end, and the auditor will jointly review the management letter with the Council within 30 days of its receipt by the staff.

In conjunction with their review, the Director of Finance shall respond in writing to the City Manager and City Council regarding the auditor's Management Letter, addressing the issues contained therein. Council shall schedule its formal acceptance of the Auditor’s Report. The auditor is retained by and is accountable directly to the City Council and will have access to direct communication with the City Council if the City Staff is unresponsive to auditor recommendations or if the auditor considers such communication necessary to fulfill its legal and professional responsibilities.

CITY OF SACHSE
FISCAL AND BUDGETARY POLICY STATEMENTS

BASIS OF ACCOUNTING AND BUDGETING. The City's finances shall be accounted for in accordance with generally accepted accounting principles as established by the Governmental Accounting Standards Board.

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 is maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental 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, Impact Fee, Street Maintenance Tax, and Tax Increment Financing (TIF) Funds.

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 tax revenues recorded in the General Fund, ad valorem tax revenues recorded in the Debt Service Fund and hotel/motel tax revenues in the Special Revenue Hotel/Motel 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 revenues 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.

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, expenses are recorded at the time liabilities are incurred.

The City's annual budget shall be prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds except the capital projects funds, which adopt project-length budgets. Depreciation of fixed assets is recognized in proprietary fund budgets. All annual appropriations lapse at fiscal year end. Under the City's budgetary process, outstanding encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be reappropriated and honored in subsequent fiscal year.

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FINANCIAL REPORTING. Upon completion and acceptance of the annual audit by the City's auditors, the City shall prepare a comprehensive annual financial report (CAFR). The CAFR will be prepared in accordance with generally accepted accounting principles, and will be presented annually to the Government Finance Officers Association (GFOA) for evaluation and awarding of the Certificate of Achievement for Excellence in Financial Reporting. The CAFR should be presented to the City Council within 120 calendar days of the City's fiscal year end. There will be times with new auditing standards and reporting requirements that the CAFR would be delayed. In such case, the Director of Finance will inform the City Manager and the City Manager will inform the City Council of the delay and the reasons therefore.

The Finance Department will prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs. Internal reporting objectives are addressed throughout these policies.

III. OPERATING BUDGET

PREPARATION. Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The City's "operating budget" is the City's annual financial operating plan. It comprises governmental and proprietary funds, special revenue funds and the debt service fund. The City's Capital Budget includes the General Capital Project Fund and Capital Projects included in the Utility Fund. Projects included in the Capital Budget are budgeted for the life of each project.

The budget is prepared by the Director of Finance at the direction of the City Manager with the cooperation of all City departments. The budget should be presented to the City Council in accordance with the City Charter, and should be enacted by the City Council prior to fiscal year end. The City Council shall hold public hearings in accordance with the City Charter and State Law.

The budget shall include four basic segments for review and evaluation. These segments are: (1) Personnel Costs, (2) Base Budget for Operations and Maintenance Costs, (3) Decision Packages for Capital and Other Non-capital Projects (i.e., new or expanded programs), and (4) Revenues. The operating budgets are subdivided by personnel costs, consumable supplies, contract services, capital outlays and transfers. The operating budgets are presented by object category with comparative data to one prior year of actual audited and estimated financial data. In addition the budget is presented with current year end estimates compared to current budget with percent changes. There shall be supplementary documents to reconcile new operating expenses or programs to the budget.

Revenues shall be summarized and scheduled with comparative and trend analysis for presentation. The Director of Finance shall calculate and prepare a statement of probable income for the City from property taxes supporting the General Fund operating budget and to fund the next year's debt requirements. The proposed budget shall contain a suggested and

recommended tax rate to be levied to support the expenditures proposed.

A Combined Budget Summary with scheduled Interfund transfers will be included in the budget presented to the City Council.

The budget review process shall include Council participation in the development of each of the four segments of the proposed budget and a Public Hearing in accordance with City Charter and State Law. The City Council shall adopt the budget in accordance with the City Charter and State Law. An annual tax rate ordinance shall be passed by City Council following compliance with the "truth-in-taxation" procedures as outlined in the Texas Property Tax Code.

A copy of the proposed budget shall be filed with the City Secretary and made available to the public in accordance with the City Charter and State Law.

BALANCED BUDGET. The operating budget should be balanced with current revenues, exclusive of beginning resources, greater than or equal to current expenditures/expenses. One-time revenue sources (i.e. Fund Balances) may be used for one-time expenditures.

PLANNING. The budget process will be coordinated so as to identify major policy issues for City Council consideration several months prior to the budget approval date so that proper decision analysis can be made. Additionally, long range planning will be performed such that revenues for the next three years will be projected and updated annually, examining their diversity and stability in conjunction with other guidelines and using an appropriate analytical projection process.

REPORTING. Periodic financial reports will be prepared and made available as appropriate to enable effective budget management.

Summary financial reports will be presented to the City Council as required by the City Charter. Such reports will be formatted in such a way as to enable the City Council to understand the big picture budget status.

IV. REVENUE MANAGEMENT

The City will strive for the following optimum characteristics in its revenue system:

SIMPLICITY. The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs for the taxpayer or service recipient.

CERTAINTY. A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize appropriately.

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EQUITY. The City shall require that there be a balance in the revenue system; i.e., the revenue base will have the characteristic of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.

ADMINISTRATION. The benefits of revenue will exceed the cost of producing the revenue. The cost of collection will be reviewed annually for cost effectiveness as a part of the indirect cost and cost of services analysis.

DIVERSIFICATION AND STABILITY. In order to protect from fluctuations in a revenue source due to fluctuations in the economy and cyclical variations, a diversified revenue source will be pursued and maintained as a stable source of income. A balance between elastic and inelastic sources of revenues also achieves this stability.

CONSERVATIVE ESTIMATION OF REVENUE. In order to mitigate the effects of fluctuations in a revenue source due to fluctuations in the economy and variations in weather, all revenues will be budgeted at 95-98% of anticipated revenues, or as appropriate depending on the variability of the revenue source, with the exception of property tax and Interfund transfers. Revenue analysis is ongoing but for the budget process all sources of revenue are to be detailed and scheduled and reviewed at all levels of management.

The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:

COST/BENEFIT OF ABATEMENT. The City will use due caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as a part of such caution.

NON-RECURRING REVENUES. One-time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs.

PROPERTY TAX REVENUES. All real and business personal property located within the City shall be valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the Dallas Central Appraisal District and the Central Appraisal District of Collin County. Reappraisal and reassessment shall be done regularly as required by State law.

A ninety-nine percent (99%) collection rate shall serve each year as a goal for tax collections. All delinquent taxes shall be aggressively pursued with delinquents greater than 150 days being turned over to the Delinquent Tax Attorney in July of each year, and a penalty assessed to compensate the attorney as allowed by State law, and in accordance with the attorney's contract.

USER-BASED FEES. For services associated with a user fee or charge, a fee will offset the direct and indirect costs of that service where possible and directed by the City Council. There will be an annual review of fees and charges to ensure that fees provide adequate coverage of costs of

services. User charges may be classified as "Full Cost Recovery," "Partial Cost Recovery," and "Minimal Cost Recovery," with the supporting tax or rate subsidy identified as where required by City Council policy.

IMPACT FEES. Impact fees will be imposed for Water, Wastewater and Thoroughfare in accordance with the requirements of State law. Additionally, the impact fees will be re-evaluated as required by law.

UTILITY RATES. The City will review utility rates annually in order to determine revenue adequacy for covering operational expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. This policy does not preclude drawing down cash balances to finance current operations; however, it is preferred that any unreserved cash balance be used instead to finance capital projects.

Components of the Utility Rates will include a transfer to the General Fund for an administrative fee for services of general overhead, such as administration, finance, personnel and data processing. This fee will be documented annually through a cost allocation procedure or reviewed through review of rate study.

INTERGOVERNMENTAL REVENUES. The reliance placed on intergovernmental revenues will be eliminated. Any potential grants will be examined for matching requirements. These revenue sources should only be used for capital improvements that are consistent with the Capital Improvement Program.

V. EXPENDITURE CONTROL

APPROPRIATIONS. The level of budgetary control is established at the fund level. When budget adjustments between and among departments and/or funds are necessary, they must be approved by the City Manager. When budget adjustments are required at the Fund level that would change the total budget of revenues or expenditures for the Fund, then City Council authorization is required as outlined in the City Charter. Budget appropriation amendments at lower levels shall be made in accordance with the applicable administrative procedures and City Charter.

CENTRAL CONTROL. The Department Directors shall spend no recognized salary or capital budgetary funds in any Department without the prior written authorization of the City Manager.

MAINTENANCE OF CITY VENDORS Finance Department requires a Form W-9 to be on file for each vendor the City conducts business.

PAYMENTS TO CITY COUNCIL Each payment to a council member will be made as allowed by the City Charter and State Law.

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PURCHASING. All City purchases and contracts over $50,000 shall conform to a competitive bidding process required by State Law. Purchases and contracts over $50,000 shall be approved by the City Council. Upon Council approval, the City shall confirm the bid award to the successful bidder by means of a written City purchase order. Purchase quotes from vendors are to be obtained for single item purchases over $1,000 up to $10,000. Purchases made over $10,000 but less than $50,000 shall require three written quotes. Any purchase made through a purchasing authority or cooperative shall be made in accordance with State Law, and nothing in this policy shall be construed as placing additional requirements on such a purchase All purchases over $2,500 are to be pre-approved and pre-authorized by the City Manager. No purchases shall be made from vendors that are not pre-approved by the Finance Department. Purchase cards are utilized for purchasing of consumable supplies and must comply with the policies and procedures established for use of purchase cards in the City of Sachse.

PROMPT PAYMENT. All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within thirty (30) calendar days of receipt in accordance with the provisions of Article 601f, Section 2 of the State of Texas Civil Statutes.

The Director of Finance shall establish and maintain proper procedures which will enable the City to take advantage of all purchase discounts, when possible, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

RISK MANAGEMENT. The City will aggressively pursue every opportunity to provide for the Public's and City employees' safety and to minimize the risk of loss of resources through liability claims with an emphasis on safety programs. All reasonable options will be investigated to finance risks. Such options may include risk transfer, risk avoidance, and risk retention. Where risk is retained, reserves will be established based upon actuarial determinations and not be used for purposes other than for financial losses.

VI. ASSET MANAGEMENT

INVESTMENTS. The Director of Finance shall promptly invest all City funds with the Bank Depository in accordance with the provisions of the current Bank Depository Agreement or in any negotiable instrument that the Council has authorized under the provisions of the Public Funds Investment Act of 1987, as amended, and in accordance with the City Council approved Investment Policies.

At the end of each fiscal year a report on investment performance will be provided to the City Council. In conjunction with the financial reports presented to Council, the Director of Finance shall prepare and provide a written recapitulation of the City's investment portfolio to the Council, detailing each City investment instrument with its rate of return and maturity date.

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CASH MANAGEMENT. The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, including property tax payments, utility bills, building and related permits and licenses, and other collection offices as appropriate.

The Finance Department shall use a facsimile check-signing machine, bearing the signatures of two (2) authorized administrative employees one of which must be the Director of Finance. On any one check that exceeds an amount of $1,500 or more, it shall bare the initial of an authorized check signer.

FIXED ASSETS AND INVENTORY. These assets will be reasonably safeguarded and properly accounted for, and prudently insured. A fixed asset of the City shall be defined as a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, addition to existing capital investments, land or buildings, with the cost or value of such acquisition being $5,000 or more with an expected useful life greater than one year.

Responsibility for the safeguarding of the City's fixed assets lies with the Department Director in whose department the fixed asset is assigned. The Finance Department shall supervise the marking of fixed assets with City numbered property tags and shall maintain the permanent records of the City's fixed assets including description, cost, department of responsibility, date of acquisition, depreciation and expected useful life. The Finance Department shall also perform an annual inventory of assets using random sampling at the department level. The Director of Finance or his or her designee agent in the presence of designated department personnel from the department of responsibility shall perform such inventory. The Finance Department has the implied rights and responsibilities to audit all fixed assets of any department of the City.

COMPUTER SYSTEM/DATA SECURITY. The City shall provide security of its computer system and data files through physical security. The computer system (CPU) shall be in a location inaccessible to unauthorized personnel.

VII. CAPITAL BUDGET AND PROGRAM

PREPARATION. The City's capital budget will include all general and proprietary capital project funds and all capital resources. The budget will be prepared annually on a fiscal year basis as capital projects are undertaken. Capital Project Funds continue from year to year or until used up for the purpose for which they were issued.

CONTROL. All capital project expenditures must be appropriated in the capital budget. The Finance Department must certify the availability of resources so any appropriation can be made before a capital project contract is presented to the Council for approval.

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PROGRAM PLANNING. The capital budget will be taken from capital improvement program plans for future years. The planning time must be at least five years. The replacement and maintenance for capital items should also be projected for the next five years. Future maintenance and operational costs will be considered so that these costs can be included in the operating budget.

FINANCING PROGRAMS. Where applicable, assessments, impact fees, pro-rata charges, or other fees should be used to fund capital projects that have a primary benefit to specific, identifiable property owners.

Recognizing that long-term debt is usually a more expensive financing method, alternative-financing sources will be explored before debt is issued. When debt is issued, it should be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

INFRASTRUCTURE MAINTENANCE. The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of the General Fund and Utility Fund Budgets should be set aside each year to maintain the quality of the City's infrastructure where deemed appropriate and within fiscal constraints

Replacement schedules should be developed in order to anticipate this inevitable ongoing obsolescence of infrastructure.

In addition to infrastructure maintenance, the City will plan for the replacement of other assets such as vehicles and equipment by establishing replacement schedules as needed.

VIII. FINANCIAL CONDITIONS, RESERVES, AND STABILITY RATIOS

OPERATIONAL COVERAGE. The City will strive to maintain a balanced budget whereby projected current revenues will equal projected current expenditures. Reserve balances (Fund Balances) may be utilized as one-time sources that would allow revenue and expenditures to be unequal.

Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques. Reserves will be used only for emergencies or non-recurring expenditures, except when balances can be reduced because their levels exceed guideline minimums.

OPERATING RESERVES/FUND BALANCES. The targeted level of General Fund unreserved fund balance should be between 25% and 35% of the General Fund annual expenditures(25% is the equivalent of 90 days expenditures). A fiscal year ending balance of less than 25% of current year operating expenses is cause for concern, and should indicate a need for corrective action. Debt Service Fund reserves are maintained at a level to support interest and principal payments in the

event of a delay in property tax collections. The City should set aside resources to fund a reserve for years of decline and/or to fund capital out of current funds for projects that would have otherwise been funded by debt financing.

The Utility Fund working capital should be maintained at a minimum of 20-25% of the total operating expenditures or the equivalent of 75 days.

LIABILITIES AND RECEIVABLES. Procedures will be taken so as to maximize discounts offered by creditors. Current liabilities will be paid within 30 days of receiving the invoice. Accounts Receivable procedures will target for a maximum of 30 days from service and collection notices will be sent out monthly on all past due accounts. The Director of Finance is authorized to write-off bad debt and uncollectible utility accounts that are delinquent for more than 360 days, if the proper delinquency procedures have been followed. The Director of Finance will put in place initiatives to facilitate collection of accounts that are in arrears. Collection services may be utilized as needed to collect on delinquent accounts as needed.

CAPITAL AND DEBT SERVICE FUNDS. Funds in the Capital Projects Funds should be expended within 36 months of receipt. Balances will be used to generate interest income. Revenues in the Debt Service Fund are stable, based exclusively on property tax revenues and transfers from other funds. Reserves in the Debt Service Fund are designed to provide funding between the date of issuance of new debt and the time that property tax levies are adjusted to reflect the additional debt. Reserve levels may be determined by using both General and Utility Debt Service balances where cross-pledged debt occurs. Bond covenants and provisions will be reviewed and complied with.

IX. TREASURY AND DEBT MANAGEMENT

CASH MANAGEMENT. Periodic review of cash flow position will be performed to determine performance of cash management and investment policies. A detailed policy structure will be followed with respect to Cash/Treasury Management. The underlying theme will be that idle cash will be invested with the intent to 1) safeguard assets, 2) maintain liquidity, and 3) maximize return. Where legally permitted, pooling of investments will be done.

The City will adhere to the investments authorized through the Public Funds Investment Act of 1987, as amended, and will additionally establish comprehensive Investment Policies and Guidelines. Such policies will clarify acceptable investment securities, brokers, terms, and other pertinent investment information.

TYPES OF DEBT. Long-term debt will not be used for operating purposes, and the life of a bond will not exceed the useful life of a project financed by that bond issue.

When appropriate, and as approved by Council Policy, self-supporting revenues will pay debt service in lieu of tax revenues.

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ANALYSIS OF FINANCING ALTERNATIVES. The City will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves or current monies. Operating capital lease finance options may be exercised to minimize budget and operating impact.

DISCLOSURE. Full disclosure will be made to the bond rating agencies and other users of financial information. The City staff with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, will aid in the production of Offering Statements, and will take responsibility for the accuracy of all financial information released.

FEDERAL REQUIREMENTS. The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.

DEBT STRUCTURE. The structure should approximate level debt service unless operational matters dictate otherwise, or if market conditions indicate a potential savings could result from modifying the level payment stream.

Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth will be given during the structuring of long-term debt instrument.

DEBT ISSUANCE. The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why and the City will participate with the financial advisor in the selection of the underwriter or direct purchaser.

DEBT LIMITS. The debt to operations component of the tax rate should not exceed 30%. This initiative is to be evaluated based on the ever changing diversity of the City's revenue sources.

X. INTERNAL CONTROLS

WRITTEN PROCEDURES. Wherever possible, written procedures will be established and maintained by the Director of Finance for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

DEPARTMENT DIRECTOR'S RESPONSIBILITY. Each Department Director is responsible to ensure that good internal controls are followed throughout his or her Department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

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XI. STAFFING AND TRAINING

STAFF. Staff expertise will be maintained at an adequate level for the fiscal functions of the City to operate effectively.

TRAINING. The City will support the continuing education efforts of all financial staff to maintain a current understanding of financial laws and issues.

AWARDS, CREDENTIALS, RECOGNITION. The City will strive to meet standards of exemplary recitations on behalf of the City's fiscal policies, practices, processes, products, or personnel.

The City will strive to maintain a high level of excellence in its accounting policies and practices as it prepares its CAFR. The CAFR will be presented to the Government Finance Officers Association for review of qualifications necessary to obtain the Certificate of Achievement for Excellence in Financial Reporting. Additionally, the City will submit its annual budget to GFOA for consideration for the Distinguished Budget Award.

FISCAL MANAGEMENT CONTINGENCY PLAN

The fiscal management plan will assist City management in guiding future planning efforts. The Plan is a guide only, and is intended to assist in budget balancing strategies. Depending upon management's response to economic and financial conditions, some parts of the plan may be implemented sooner or later, in accordance with direction from the City Council. Economic and budget conditions will be evaluated monthly, and any budget impacts resulting from economic conditions or trends will be identified.

Throughout the contingency plan process, the goal is to protect current service levels, while continuing to provide competitive pay and benefits to all employees.

Budgetary Revenue Shortfall Contingency Plan

A. The City will establish a plan to address economic situations that cause revenue to be significantly less than the adopted budget revenue. The plan is comprised of the following components:

   Indicators – Serve as warnings that potential budgetary revenue shortfalls are increasing in probability. Staff will monitor state and national economic indicators to identify recessionary or inflationary trends that could negatively impact consumer spending or property values.

   Levels – Serve to classify and communicate the severity of the estimated budgetary revenue shortfalls and identify the actions to be taken at the given phase.

   Actions – Preplanned steps to be taken in order to prudently address and counteract the estimated budgetary revenue shortfall.

B. The actions listed in Levels I through IV are intended to be short-term in nature. In the event the underlying economic situation is expected to last for consecutive years, more permanent actions will be taken.

C. The City Manager or designee will apprise City Council at the regular City Council meeting immediately following any action taken through this plan. Information such as underlying economic condition, economic indicators, estimated budgetary revenue shortfalls, actions taken and expected duration will be presented to City Council.

D. The City Council may appropriate available fund balance as needed to cover any estimated revenue shortfall. Appropriation of fund balance must be carefully weighed and long-term budgetary impacts must be considered in conjunction with the projected length of the economic downturn.

E. Actions taken through this plan must always consider the impact on revenue generation. Actions taken should reduce expenses well in excess of resulting revenue losses.

F. The following is a summary of classifications and the corresponding actions to be taken.

   1. Level I: The estimated annual revenue is below budget projections for 3 consecutive months. Current economic conditions and indicators may continue.
      a. Expenditures:
         i. Freeze newly created positions.
         ii. Implement a time delay for hiring vacant positions.
         iii. Increase/decrease temperatures in all City Buildings during hours not open to the public.
      b. Revenues:
         i. Identify any potential new revenue sources.
      c. Service Level Impacts:
         i. Minor service level disruptions and/or delays.
         ii. New projects may be postponed or deferred.
         iii. Begin planning for Levels II through IV.

iv. Implement Community Communication Plan in order to communicate to citizens any service levels that may be impacted.

d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate normal operating procedures.

2. Level II: The estimated annual revenue is below budget projections for 6 consecutive months. Current economic conditions and indicators are anticipated to continue.
   a. Expenditures:
      i. Implement a managed-hiring program for vacant positions.
      ii. Reduce the hours/number of part-time and seasonal employees as per Reduction In Force Policy.
      iii. Reduce travel and training expenses.
      iv. Review and prioritize reductions of operating and capital expenditures.
      v. Eliminate or defer capital outlay expenses.
      vi. Review and prioritize expenses for professional and contracted services.
   b. Revenues:
      i. Evaluate user fees in order to remain competitive.
      ii. Identify and/or implement new revenue sources.
      iii. Evaluate property tax rate increase.
      iv. Evaluate water and wastewater rate increases.
      v. Evaluate use of available fund balance.
   c. Service Levels Impacts:
      i. Cutbacks or reductions in non-essential day-to-day operations (number of times parks are mowed, hours of operations of facilities).
      ii. Adjust service hours for City Facilities. (example: increase hours of City Hall from 9 to 11 for four days and close one day per week with increased/decreased temperatures or adjust hours of Library, etc.)
      iii. Defer general (non essential) maintenance.
      iv. Prioritize and defer or freeze vehicle replacements, computer upgrades and new computer purchases. Replacements for essential non-working equipment are allowed, subject to approval by the City Manager.
      v. Reduce or defer non-essential repair and maintenance expenses. Examples – vehicles, communications, office equipment, machinery and buildings. Repair and maintenance of essential non-working equipment is permitted, subject to approval by the City Manager.
   d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate Level I.

3. Level III: The estimated annual revenue is below budget projections for 9 consecutive months, or is below budget projections by more than 6% for 6 consecutive months. Current economic conditions and indicators are anticipated to continue or possibly worsen.
   a. Expenditures:
      i. Prepare for implementation of a Reduction in Force Plan.
      ii. Implement a compensation freeze.
      iii. Identify overtime expenses that may likely be reduced.
      iv. Reduce external program funding.
      v. Eliminate or defer pending capital improvement projects.
      vi. Consider deferring payments to City-owned utilities – water and wastewater services.
   b. Revenues:

i. Recommend property tax increase.
ii. Recommend water and/or wastewater rate increase.
iii. Recommend new revenues, or increases in current fees.
iv. Recommend use of available fund balance.

c. Service Level Impacts:
   i. Significant reductions in service levels.
   ii. Evaluate and/or recommend a reduction in hours of operation at all facilities.
   iii. Essential programs and services will be evaluated for reductions.
   iv. Reduce energy costs through reduction in hours of operations.

d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate Level II.

4. Level IV: The estimated annual revenue is below budget projections for 12 consecutive months, or is below budget projections by more than 6% for 9 consecutive months. Current economic conditions and indicators are anticipated to continue and are likely to worsen.
   a. Expenditures:
      i. Implement Reduction in Force Plan (reduce employee personnel costs, including an employee furlough plan for time off without pay and/or four-day work weeks, laying off of personnel, etc).
      ii. Consider other cost reduction strategies.
      iii. Reduce departmental budgets by a fixed percentage or dollar amount.
      iv. Eliminate external program funding.
      v. Reduce and/or eliminate overtime expenses throughout departments.
   b. Revenues:
      i. Implement property tax rate increase.
      ii. Implement water and wastewater rate increase.
      iii. Increase user fees.
      iv. Implement use of available fund balance.
   c. Service Level Impacts:
      i. Reduce hours of operations of all facilities.
      ii. Implement service level reductions throughout all departments and/or eliminate specific programs.
      iii. Departments will prioritize service levels and programs according to City Council goals and objectives.
      iv. Defer infrastructure and street overlay maintenance.
   d. Improvement in Economic Conditions. When the estimated annual revenue equals or exceeds the budget projections for 3 consecutive months, *and economic indicators are anticipated to continue to improve*, initiate Level III.

City of Sachse, Texas
Fund Balance Policy
Revised for GASB 54

Purpose

The purpose of this policy is to establish a key element of the financial stability of the City by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the City's general operations.

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – An accounting distinction is made between the portions of fund equity that are spendable and nonspendable. These are broken up into five categories:

1) **Nonspendable fund balance –** includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or permanent funds.

2) **Restricted fund balance –** includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and child safety fees.

3) **Committed fund balance –** includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

4) **Assigned fund balance –** comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

5) **Unassigned fund balance –** is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Policy

Committed Fund Balance

- The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the City Council at a council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

- The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

Minimum Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in the general fund equal to 25% to 35% of expenditures. The City considers a balance of less than 25% to be cause to implement actions that will achieve a 25% balance, barring unusual or deliberate circumstances.

If unassigned fund balance falls below the goal or has a deficiency, the City will implement the steps outlined in the City's Fiscal Management Contingency Plan.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the City Council, and unassigned fund balance), the City will start with the most restricted category and commit those funds first before moving down to the next category with available funds, generally.

FY 2015 Combined Summary of Budget by Fund

	Governmental Funds			
	General Fund	*Debt Service Fund*	*Capital Projects*	*Special Revenue*
Beginning Resources	**$ 6,133,503**	**$ 291,804**	**$ 6,048,524**	**$ 689,509**
Current Revenues				
Ad Valorem Taxes	$ 7,700,541	$ 2,964,058		
Charges for Services	611,327			85,500
Fines	250,000			
Grants & Donations	-			
Interest, Rent & Leases	27,175	1,500		800
Miscellaneous	12,700			
Sales Taxes	1,184,444			
Franchise Taxes	1,486,816			
Licenses & Permits	527,220			
Intragovernmental	122,438			
Use of Fund Balance				
Total - Current Revenue	***$ 11,922,661***	***$ 2,965,558***	***$ -***	***$ 86,300***
Transfer from Other Funds	$ 899,864		$ 300,000	
TOTAL AVAILABLE RESOURCES	**$ 18,956,028**	**$ 3,257,362**	**$ 6,348,524**	**$ 775,809**
Current expenditures				
General Government	$ 1,465,004			$ 107,000
Capital Outlay	197,321			
Community Development	630,147			
Debt Service		2,958,191		
Public Safety	6,027,928			20,500
Public Works	1,606,973		377,304	
Culture & Recreation	1,243,966			102,000
Nondepartmental	452,658			
Total Expenditures	***$ 11,623,997***	***$ 2,958,191***	***$ 377,304***	***$ 229,500***
Transfer to Other Funds	$ 1,095,182			
ENDING FUND BALANCE	**$ 6,236,850**	**$ 299,171**	**$ 5,971,220**	**$ 546,309**
***TARGET FUND BALANCE**	$ 2,905,999	$ 246,516	$ -	$ -
FUND BALANCE SURPLUS	$ 3,330,851	$ 52,655	$ 5,971,220	$ 546,309

*** The General Fund balance minimum requirement is 25% of total operating expenditures.**
*** The Utility Fund balance minimum requirement is 20% of total operating expenditures or the equivalent of 75 days**

Summary

		Internal Service Funds	Enterprise Funds	Component Unit	
Impact Fee Fund	*Street Maintenance Tax*	*Health Insurance Fund*	*Utility Fund*	*4B Economic Development*	*COMBINED TOTAL*
$ 3,560,131	**$ 16,471**	**$ 87,323**	**$ 1,721,234**	**$ 4,457,682**	**$ 19,446,049**
					-
					$ 10,664,599
250,000			8,016,059		**8,712,886**
					250,000
					-
4,000	200	35	2,000	7,500	**39,210**
					12,700
	291,611			583,222	**2,059,277**
					1,486,816
					527,220
$ 254,000	***$ 291,811***	***$ 35***	***$ 8,018,059***	***$ 590,722***	**$ 23,875,146**
		$ 865,978			**$ 2,065,842**
$ 3,814,131	**$ 308,282**	**$ 953,336**	**$ 9,739,293**	**$ 5,048,404**	**$ 45,387,037**
		$ 100,504	$ 390,336	$ 371,139	**$ 2,433,983**
			94,297	164,000	**455,618**
		47,822			**677,969**
			137,238		**3,095,429**
		420,203			**6,468,631**
885,000	282,000	149,661	6,253,005		**8,668,943**
		68,755			**1,414,721**
		79,032			**531,690**
$ 885,000	***$ 282,000***	***$ 865,977***	***$ 6,874,876***	***$ 535,139***	**$ 24,631,984**
			$ 919,246	$ 51,414	**$ 2,065,842**
$ 2,929,131	**$ 26,282**	**$ 87,359**	**$ 1,945,171**	**$ 4,461,851**	**$ 19,574,212**
$ -	$ -	$ -	$ 1,374,975	$ -	
$ 2,929,131	$ 26,282	$ 87,359	$ 570,195	$ 4,461,851	

	Projected Beginning Fund Balance 10/1/2014	Proposed Revenue & Financing Sources 2014-2015	Proposed Expenditures & Financing Uses 2014-2015	Budgeted Ending Fund Balance 2014-2015	Fund Balance Variance by %
Summary of Funds with Variance					
Governmental Operating Funds					
General Fund	$ 6,133,503	$ 12,822,525	$ 12,719,179	$ 6,236,849	2%
Debt Service Fund	291,804	2,965,558	2,958,191	299,171	3%
Total Governmental Funds	***6,425,307***	***15,788,083***	***15,677,370***	***6,536,020***	
Enterprise Funds					
Utility Fund	1,721,234	8,018,059	7,794,122	1,945,171	13%
Total Enterprise Funds	***1,721,234***	***8,018,059***	***7,794,122***	***1,945,171***	
Total Operating Funds	***8,146,541***	***23,806,142***	***23,471,492***	***8,481,191***	
Component Units					
SEDC	4,457,682	590,722	586,553	4,461,851	0%
Total Component Units	***4,457,682***	***590,722***	***586,553***	***4,461,851***	
Special Revenue					
Special Revenue	689,509	86,300	229,500	546,309	-21%
Impact Fee Fund	3,560,131	254,000	885,000	2,929,131	-18%
Street Maintenance Tax Fund	16,471	291,811	282,000	26,282	60%
Total Special Revenue	***4,266,110***	***86,300***	***229,500***	***3,501,721***	
Internal Service Fund					
Health Insurance Fund	87,323	866,013	865,977	87,359	0%
Total Internal Service Fund	***87,323***	***866,013***	***865,977***	***87,359***	
Total of all Funds	***$ 16,870,333***	***$ 24,483,164***	***$ 24,287,545***	***$ 16,444,763***	

Fund Balance % Variance greater than 10% Explanation

Utility Fund: Revenues collected in the Utility Fund are for water and sewer services provided to customers. During the last several years, the costs to the City for providing these services have increased without being passed on to customers. For the 2014-2015 fiscal year, utility rates have been raised to counteract the deficits seen in prior years.

Special Revenue Funds: Recurring revenues in the Special Revenue Fund are budgeted based on historic data. The use of these funds is limited to a specific use, and funds are collected over several periods to allow expenditures capital in nature. For the 2014-2015 fiscal year, significant expenditures are planned from Court Security, Court Technology, PEG fees, and previous grants and donations for Library, Parks, Animal Shelter, and Fire Department.

Impact Fee Fund: Impact Fee revenues are amassed from new development as an offset to the associated environmental impact. Fiscal year 2014-2015 includes substantial expenditures that require the use of accumulated fund balance.

Street Maintenance Tax Fund: Tax Revenues collected in the Street Maintenance Tax Fund are the result of a 1/4 cent sales tax voted on and approved by voters in 2013 for the purpose of maintaining streets and thoroughfares. The use of this sales tax revenue is limited to a specific use, and funds are collected over several periods to allow expenditures capital in nature.

MULTI YEAR SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015
ALL FUNDS

	Projected FY 2013/14	Approved Budget FY 2014/15	Projected Budget FY 2015/16	Projected Budget FY 2016/17
GENERAL FUND				
Beginning Fund Balance	$ 4,659,474	$ 6,133,503	$ 6,236,850	$ 6,550,733
Total Revenues	12,477,833	12,822,525	13,414,637	14,034,884
Total Expenditures	11,003,804	12,719,178	13,100,754	13,493,777
Ending Fund Balance	$ 6,133,503	$ 6,236,850	$ 6,550,733	$ 7,091,840
UTILITY FUND				
Beginning Fund Balance	$ 1,893,679	$ 1,721,234	$ 1,945,171	$ 2,175,827
Total Revenues	7,924,348	8,018,059	8,258,601	8,506,359
Total Expenditures	8,096,794	7,794,122	8,027,946	8,268,784
Ending Fund Balance	$ 1,721,234	$ 1,945,171	$ 2,175,827	$ 2,413,401
DEBT SERVICE FUND				
Beginning Fund Balance	$ 275,196	$ 291,804	$ 299,171	$ 306,538
Total Revenues	2,941,053	2,965,558	2,992,838	3,026,831
Total Expenditures	2,924,446	2,958,191	2,985,471	3,019,464
Ending Fund Balance	$ 291,804	$ 299,171	$ 306,538	$ 313,904
CAPITAL PROJECTS FUND				
Beginning Fund Balance	$ 10,167,661	$ 6,048,524	$ 5,971,220	$ 5,891,597
Total Revenues	745,108	300,000	309,000	318,270
Total Expenditures	4,864,245	377,304	388,623	400,282
Ending Fund Balance	$ 6,048,524	$ 5,971,220	$ 5,891,597	$ 5,809,585
SPECIAL REVENUE FUND				
Beginning Fund Balance	$ 565,998	$ 689,509	$ 546,309	$ 459,924
Total Revenues	368,531	86,300	150,000	154,500
Total Expenditures	245,020	229,500	236,385	243,477
Ending Fund Balance	$ 689,509	$ 546,309	$ 459,924	$ 370,947
IMPACT FEE FUND				
Beginning Fund Balance	$ 2,997,906	$ 3,560,131	$ 2,929,131	$ 2,225,751
Total Revenues	912,225	254,000	261,620	269,469
Total Expenditures	350,000	885,000	965,000	1,277,480
Ending Fund Balance	$ 3,560,131	$ 2,929,131	$ 2,225,751	$ 1,217,740
STREET MAINTENANCE TAX FUND				
Beginning Fund Balance	$ -	$ 16,471	$ 26,282	$ 36,387
Total Revenues	201,471	291,811	300,565	309,582
Total Expenditures	185,000	282,000	290,460	299,174
Ending Fund Balance	$ 16,471	$ 26,282	$ 36,387	$ 46,796

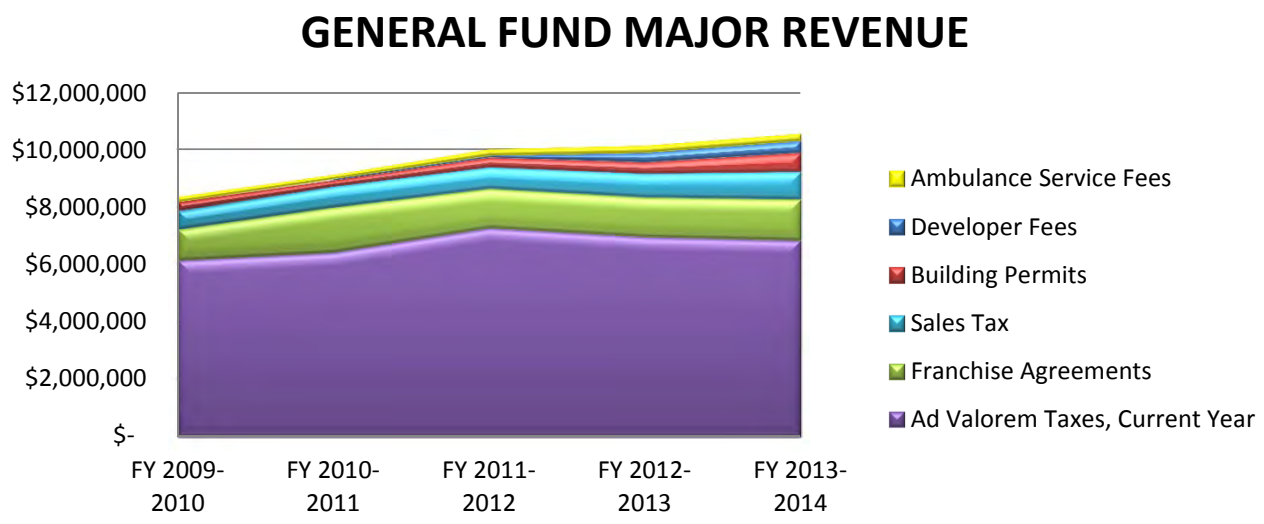
HEALTH INSURANCE FUND				
Beginning Fund Balance	$ -	$ 87,323	$ 87,359	$ 87,397
Total Revenues	763,551	866,013	891,994	918,753
Total Expenditures	676,228	865,977	891,956	918,715
Ending Fund Balance	$ 87,323	$ 87,359	$ 87,397	$ 87,435
TOTAL ALL FUNDS				
Beginning Fund Balance	$ 20,559,915	$ 18,548,500	$ 18,041,494	$ 17,734,153
Total Revenues	26,334,120	25,604,266	26,579,255	27,538,648
Total Expenditures	28,345,536	26,111,272	26,886,595	27,921,152
Ending Fund Balance	$ 18,548,500	$ 18,041,494	$ 17,734,153	$ 17,351,649

GENERAL FUND SUMMARIES

The General Fund is the largest fund and accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue.

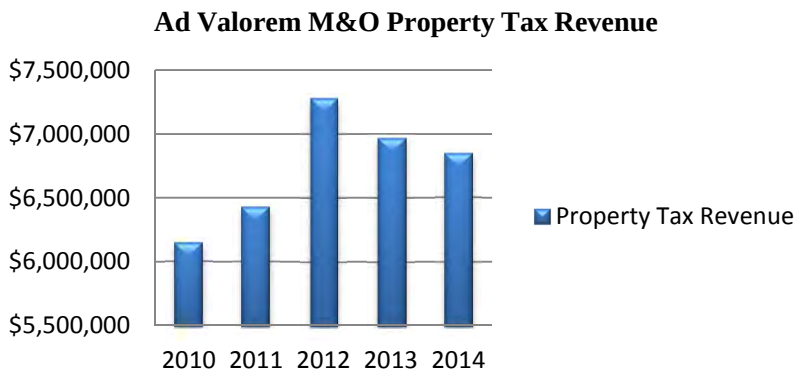
City of Sachse

GENERAL FUND OVERVIEW



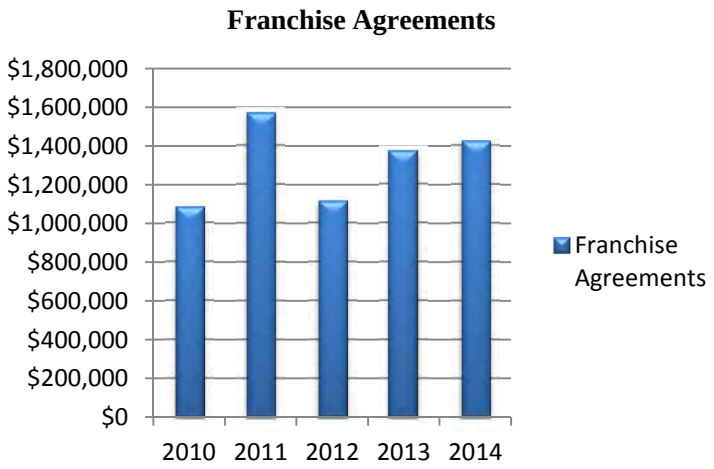
Ad Valorem Property Taxes, Current Year (100%)

The Collin Central Appraisal District (CCAD) and Dallas Central Appraisal District (DCAD) establish the value of each property within the City of Sachse.



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/100)*B*C **Where:** A = Taxable Ad Valorem value B = M&O rate C = Collection Rate	1. Administered by CCAD and DCAD	A. 1,405,111,801 B. .559034 cents C. 99% collection	$ 6,846,105	$ 7,634,541

GENERAL FUND OVERVIEW



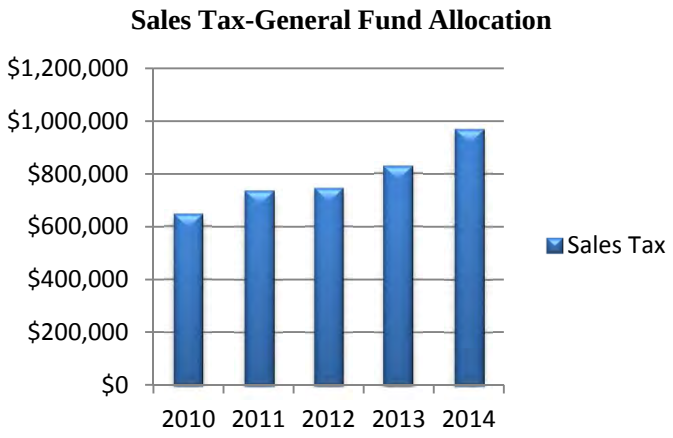
Franchise Agreements (13%)

The franchise tax is a privilege tax imposed on corporations, partnerships, professional organizations, banks and other entities either organized in Texas or doing business in Texas. The percentage of City of Sachse franchise revenue is provided by the following:

City Utilities, 23%
Electric, 34%
Cable TV, 24%
Gas, 13%
Solid Waste, 3% and
Telephone, 3%.

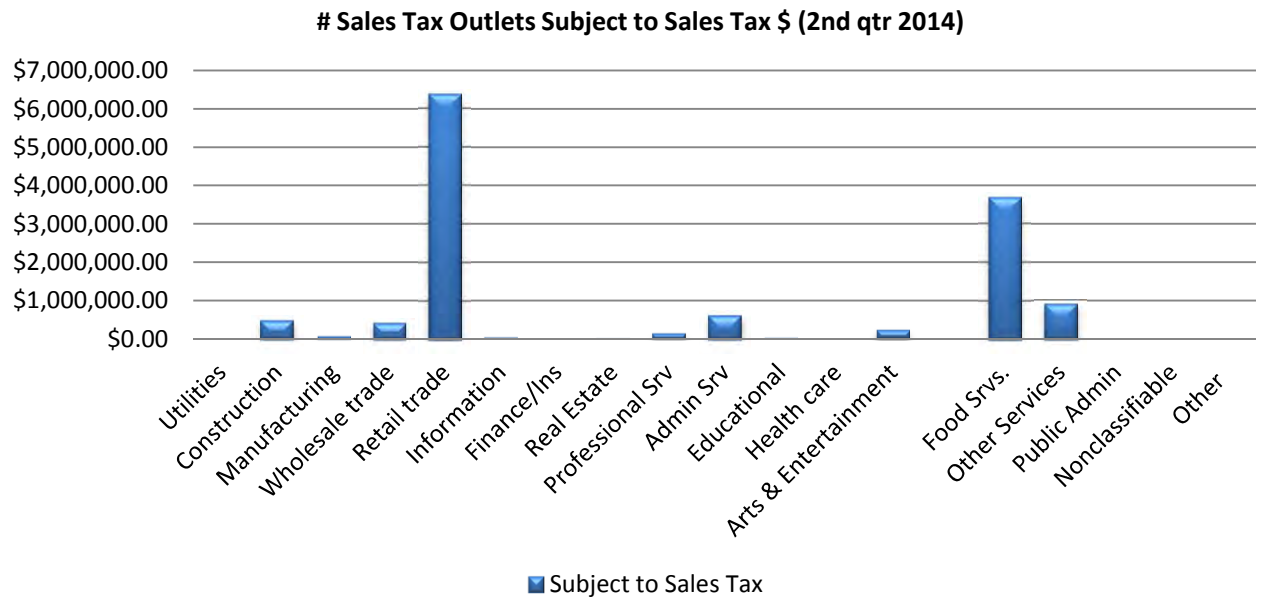
Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/B) **Where:** A = April Franchise Revenue B = Avg % collected (April)	1. Administered by Texas Comptroller's Office	A. 978,385.35 B. 58%	$ 1,426,315	$ 1,486,816

Sales Tax (8%)
State Sales and Use tax is imposed on all retail sales, leases and rental of most goods, as well as taxable services. The combined total of state and local taxes is 8.00%: City, 1.0%, SEDC 4B, .5%; Street Maintenance Tax, .25%; State 6.25%.



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/B) **Where:** A = April Sales Tax Revenue B = Avg 5 yr % collected (April)	1. Administered by Texas Comptroller's Office	A. 504,893.94 B. 52%	$ 968,683	$ 1,166,444

GENERAL FUND OVERVIEW

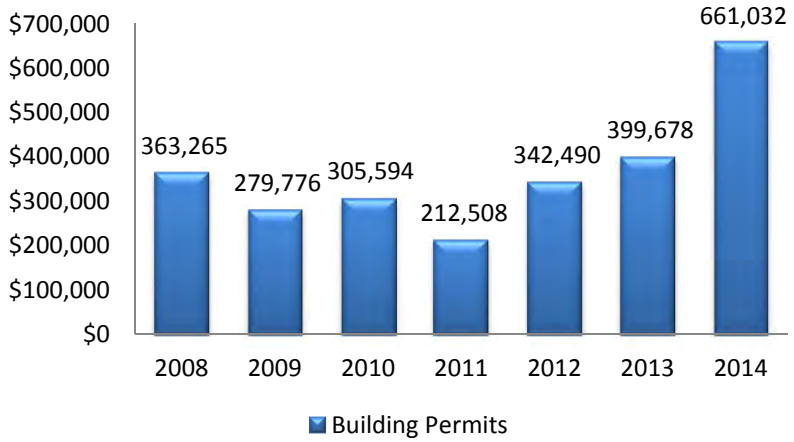


Municipal Court (3%) The Sachse Municipal Court has jurisdiction over all fine-only offenses that have been committed within the Sachse city limits. These offenses include Class C misdemeanors, traffic offenses and City ordinance violations. The court collects fines, conducts trials by jury and judge and issues warrants of arrest.

Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/B) **Where:** A = April Mun. Crt. Fines Revenue B = Avg 5 yr % collected (April)	1. Assume 5 year Avg of Court Cases continues (2,860)	A. 121,637.99 B. 56%	$ 224,520	$ 250,000

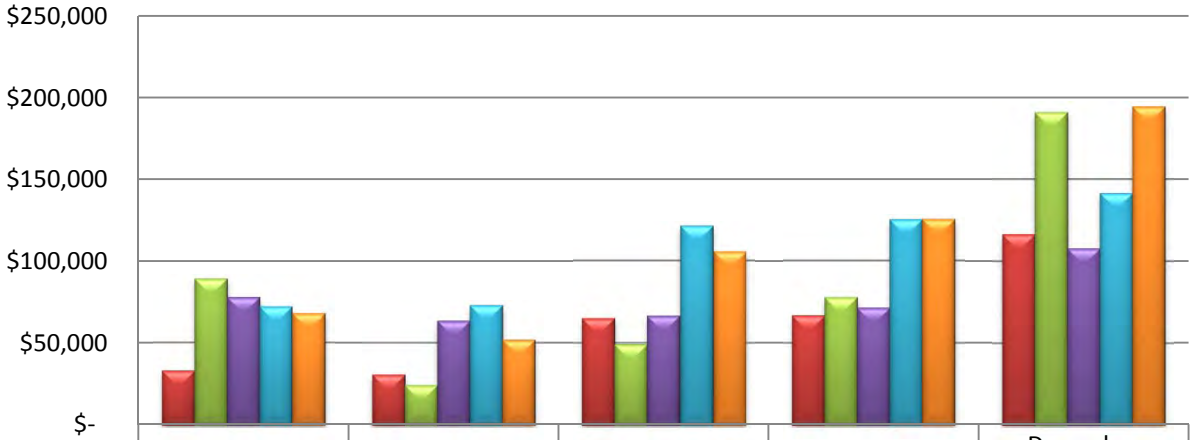
GENERAL FUND OVERVIEW

Building Permits (2%)
New construction and restoration of commercial and residential sites require inspections that satisfy City and state codes. Building Permit Fees are collected to defray the costs associated with the inspection process.



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/B) **Where:** A = April Building Permit Rev. B = Avg 5 yr % collected (April)	1. Peak months past 5 years: Jan, May (2X), April, December 2 Upswing in building permit FY2013 vs FY2014	A. 378,184.57 B. 57%	$ 661,032	$ 450,000

Building Permits Peak Month



	January 2010	May 2011	May 2012	April 2013	December 2013
Peak Month	$32,988	$30,696	$65,040	$66,682	$116,540
Oct-Dec	$88,605	$24,291	$49,177	$77,688	$190,857
Jan-March	$77,511	$63,388	$66,503	$71,492	$107,847
April-June	$71,747	$72,878	$121,255	$125,201	$141,531
Jul-Sept	$67,731	$51,951	$105,555	$125,297	$194,501

GENERAL FUND REVENUE AND EXPENDITURE HISTORY BY TYPE

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	Projected FY 2013-2014	Budget FY 2014-2015
Beginning Resources	**3,346,492**	**3,043,969**	**3,209,600**	**3,814,951**	**4,659,474**	**6,133,503**
Revenues						
Taxes	7,971,985	8,787,103	9,483,352	9,283,812	9,330,568	10,371,801
Licenses & Permits	378,364	280,856	415,514	484,191	756,530	527,220
Fees	392,244	395,651	531,131	840,327	1,061,136	611,327
Fines	284,327	295,574	339,572	319,652	224,520	250,000
Intragovernmental*	1,040,050	1,047,566	265,623	1,083,002	1,066,983	1,022,302
Miscellaneous	122,504	53,253	25,285	47,302	38,095	39,875
Total Revenue	***10,189,474***	***10,860,003***	***11,060,477***	***12,058,286***	***12,477,833***	***12,822,525***
Direct Chargeback-Utility Fund for Personnel Admin.	(863,752)	(863,752)	(839,016)	(903,696)	(890,790)	(848,450)
TOTAL AVAILABLE RESOURCES	**12,672,214**	**13,040,220**	**13,431,061**	**15,873,237**	**16,246,517**	**18,107,578**
Expenditures						
Personnel Services**	6,989,737	7,210,950	7,077,744	8,004,254	6,587,777	8,229,626
Supplies & Services	1,045,624	1,260,958	1,178,768	1,209,720	1,243,486	1,392,380
Maintenance & Repairs	473,364	397,999	342,820	461,956	401,169	491,392
Contractual Services	872,422	958,511	1,012,056	1,040,845	1,031,522	1,180,977
Capital Outlay	189,656	2,202	11,667	309,259	85,560	197,321
Transfers & Contingencies	-	-	-	179,000	763,500	379,032
Total Expenditures	***9,570,803***	***9,830,620***	***9,623,055***	***11,205,034***	***10,113,014***	***11,870,728***
ENDING FUND BALANCE	**3,101,411**	**3,209,600**	**3,814,951**	**4,659,474**	**6,133,503**	**6,236,851**
EFFECT ON FUND BALANCE -	(245,081)	165,631	605,351	844,523	1,474,029	103,347

*Intragovernmental FY2012 includes -750,000 transfer for CIP

**Prior to FY 2013-2014 Health Insurance Expenditures were included in Personnel Services; in FY 2013-2014, all health care premiums are included in transfers.

GENERAL FUND MAJOR REVENUE

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	Projected FY 2013-2014	Budget FY 2014-2015
Revenues						
Ad Valorem Taxes, Current Year	$ 6,145,657	$ 6,422,754	$ 7,280,324	$ 6,968,559	$ 6,846,105	$ 7,634,541
Franchise Agreements	1,083,810	1,571,023	1,368,011	1,364,554	1,426,315	1,486,816
Sales Tax	646,361	735,478	744,245	841,533	968,683	1,166,444
Municipal Court Fines	284,327	295,574	339,572	319,652	224,520	250,000
Developer Fees	-	64,592	55,081	323,899	400,738	100,000
Building Permits	305,594	212,508	342,490	399,678	661,032	450,000
Ambulance Service Fees	178,787	147,621	225,921	223,889	248,012	225,000
Plan Review Fees	90,304	64,592	108,019	123,343	219,243	120,000
Recreation Fees	64,321	65,455	62,055	64,450	58,361	55,500
Ad Valorem Taxes, Prior Year	36,094	36,113	42,053	58,042	42,752	36,000
Penalty/Interest	40,498	34,448	35,723	34,395	25,945	30,000
Total Major Revenue	***$ 8,875,753***	***$ 9,650,157***	***$ 10,603,493***	***$ 10,721,993***	***$ 11,121,704***	***$ 11,554,301***
Total Remaining Revenue	$ 1,313,723	$ 1,209,846	$ 456,983	$ 1,336,293	$ 1,356,129	$ 1,268,224
TOTAL GENERAL FUND REVENUE	***$ 10,189,476***	***$ 10,860,003***	***$ 11,060,476***	***$ 12,058,286***	***$ 12,477,833***	***$ 12,822,525***
Percent of Revenue						
Ad Valorem Taxes, Current Year	60.31%	59.14%	65.82%	57.79%	54.87%	59.54%
Franchise Agreements	10.64%	14.47%	12.37%	11.32%	11.43%	11.60%
Sales Tax	6.34%	6.77%	6.73%	6.98%	7.76%	9.10%
Municipal Court Fines	2.79%	2.72%	3.07%	2.65%	1.80%	1.95%
Developer Fees	0.00%	0.59%	0.50%	2.69%	3.21%	0.78%
Building Permits	3.00%	1.96%	3.10%	3.31%	5.30%	3.51%
Ambulance Service Fees	1.75%	1.36%	2.04%	1.86%	1.99%	1.75%
Plan Review Fees	0.89%	0.59%	0.98%	1.02%	1.76%	0.94%
Recreation Fees	0.63%	0.60%	0.56%	0.53%	0.47%	0.43%
Ad Valorem Taxes, Prior Year	0.35%	0.33%	0.38%	0.48%	0.34%	0.28%
Penalty/Interest	0.40%	0.32%	0.32%	0.29%	0.21%	0.23%

GENERAL FUND MAJOR EXPENDITURES

	FY 2009-2010	FY 2010-2011	FY 2011-2012	FY 2012-2013	Projected FY 2013-2014	Budget FY 2014-2015
Expenditures						
Personnel Services	6,989,737	7,210,950	7,077,744	7,100,558	6,587,777	8,229,626
Supplies & Materials	1,045,624	1,260,958	1,178,768	1,209,720	1,243,486	1,392,380
Maintenance & Repairs	473,364	397,999	342,820	461,956	401,169	491,392
Contractual Services	872,422	958,511	1,012,056	1,040,845	1,031,522	1,180,977
Capital Outlay	189,656	2,202	11,667	309,259	85,560	197,321
Transfers & Contingencies	-	-	-	179,000	763,500	379,032
Total Major Expenditures	***9,570,803***	***9,830,620***	***9,623,055***	***10,301,338***	***10,113,014***	***11,870,728***
Total Remaining Expenditures	603,935	1,071,317	233,161	903,696	890,790	848,450
TOTAL GENERAL FUND EXPENDITURES	**10,106,831**	**10,434,555**	**10,694,372**	**11,205,034**	**11,003,804**	**12,719,178**
Percent of Expenditures						
Personnel Services	69.2%	69.1%	66.2%	63.4%	59.9%	64.7%
Supplies & Materials	10.3%	12.1%	11.0%	10.8%	11.3%	10.9%
Materials & Equipment	4.7%	3.8%	3.2%	4.1%	3.6%	3.9%
Contractual Services	8.6%	9.2%	9.5%	9.3%	9.4%	9.3%
Capital Outlay	1.9%	0.0%	0.1%	2.8%	0.8%	1.6%
Transfers & Contingencies	0.0%	0.0%	0.0%	1.6%	6.9%	3.0%

Prior to FY 13-14, all expenses related to the City's employee health insurance programs were accounted for in the General Fund under the Personnel Services category in Combined Services. For the 13-14 FY, a transer was made from the Combined Services Department to the Health Insurance Fund. The transfers to the Health Insurance Fund were shifted to the department level for FY 14-15 and include the additional personnel.

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	**$ 3,814,951**	**$ 4,659,474**	**$ 4,659,474**	**$ 6,133,503**
REVENUES				
Taxes	$ 9,283,811	$ 9,173,473	$ 9,330,568	$ 10,371,801
Licenses & Permits	484,191	531,650	756,530	527,220
Fees	840,327	528,473	1,061,136	611,327
Fines	319,652	365,000	224,520	250,000
Intragovernmental	1,083,002	1,070,739	1,066,983	1,022,302
Miscellaneous	47,303	23,675	38,095	39,875
TOTAL REVENUES	$ 12,058,286	$ 11,693,010	$ 12,477,833	$ 12,822,525
EXPENDITURES				
City Manager	$ 297,520	$ 316,601	$ 290,109	$ 345,708
City Secretary	167,192	161,036	159,379	169,012
Human Resources	214,467	238,777	220,104	292,304
Finance	414,900	488,373	467,731	552,435
Municipal Court	163,060	171,190	164,994	185,400
Parks & Recreation	751,836	778,069	746,607	899,087
Senior Programs	101,425	106,526	106,567	115,061
Library Services	283,812	295,002	294,713	327,083
Community Development	588,698	600,652	569,864	677,969
Streets & Drainage	1,143,240	1,060,526	917,650	1,057,273
Facility Maintenance	279,842	331,638	318,639	389,947
Police	3,150,977	3,165,608	2,972,921	3,808,914
Animal Control	135,684	154,026	153,908	177,471
Fire & EMS	2,183,259	2,295,839	2,176,223	2,869,257
Combined Services	1,112,937	1,217,006	1,198,608	561,690
Engineering	216,186	263,882	245,787	290,568
TOTAL EXPENDITURES	$ 11,205,034	$ 11,644,751	$ 11,003,804	$ 12,719,179
TOTAL REVENUES OVER EXPENDITURES	$ 853,253	$ 48,259	$ 1,474,029	$ 103,346
ENDING FUND BALANCE	$ 4,659,474	$ 4,707,733	$ 6,133,503	$ 6,236,850
25% Fund Balance Reserve	$ 2,801,258	$ 2,911,188	$ 2,750,951	$ 3,179,795
Digital Radio Conversion Assigned	$ -	$ -	$ 450,000	$ 450,000
Unreserved/Undesignated Fund Balance	$ 1,858,216	$ 1,796,545	$ 2,932,553	$ 2,607,055
Daily Requirement	$ 30,699	$ 31,903	$ 30,147	$ 34,847.06
Operating Days	152	148	189	166

REVENUE
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
TAXES				
Current Property Taxes	$ 6,968,559	$ 6,800,469	$ 6,846,105	$ 7,634,541
Delinquent Property Taxes	58,042	36,000	42,752	36,000
Penalty & Interest	34,395	30,000	25,945	30,000
Sales Tax	841,533	859,593	968,683	1,166,444
Mixed Beverage Tax	16,728	15,600	20,769	18,000
Franchise Fees	1,364,554	1,431,811	1,426,315	1,486,816
TOTAL TAXES	$ 9,283,811	$ 9,173,473	$ 9,330,568	$10,371,801
LICENSES AND PERMITS				
Building Permits	$ 399,678	$ 450,000	$ 661,032	$ 450,000
Pool Permits	8,750	7,500	6,625	7,500
Fence Permits	10,600	10,500	13,685	10,500
Irrigation Permits	7,450	9,100	13,550	10,000
Mechanical/Electrical Permits	11,742	8,000	19,850	14,000
Plumbing Permits	8,071	7,200	-	-
Zoning Permits and Petitions	-	6,000	-	-
Alarm Permits	6,405	6,600	6,790	6,720
Miscellaneous Permits	16,489	15,000	18,468	15,000
Businesss Licenses & Permits	2,760	3,500	3,050	3,000
Contractor Registrations	11,000	8,000	13,150	10,000
Beer, Liquor, and Wine Licenses	1,245	250	330	500
TOTAL LICENSES AND PERMITS	$ 484,191	$ 531,650	$ 756,530	$ 527,220
FEES				
Building Inspection Fees	$ 29,243	$ 26,000	$ 41,727	$ 32,500
Developer Fees	323,899	50,000	400,738	100,000
Plan Review Fees	123,343	100,000	219,243	120,000
Variance Filling Fees	1,100	1,000	1,750	1,000
Platting Fees	11,049	5,000	11,125	10,000
Fire Inspection Fees	6,974	3,000	15,243	7,000
Code Enforcement Fees	-	1,000	-	500
Health Inspection Fees	6,300	2,418	7,500	2,500
Ambulance Service Fees	223,889	225,000	248,012	225,000
Fire Run Fees	22,120	25,000	25,115	25,000
Park Use Fees	3,791	3,000	3,945	4,000
Recreation Fees	64,450	66,500	58,361	55,500
Library Fines and Fees	6,434	6,100	7,217	7,229
Senior Programs Fees	3,060	3,655	2,900	3,327
Animal Control Fees	957	2,000	1,180	1,179
Adoption Fees	8,306	2,500	9,855	9,216
Impound Fees	5,413	6,300	7,225	7,376
TOTAL FEES	$ 840,327	$ 528,473	$ 1,061,136	$ 611,327
FINES				
Municipal Court Fines	$ 319,652	$ 365,000	$ 224,520	$ 250,000
TOTAL FINES	$ 319,652	$ 365,000	$ 224,520	$ 250,000

REVENUE
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
INTRAGOVERNMENTAL				
Other Government & Sources	$ 121,498	$ 125,122	$ 121,365	$ 122,438
Water Utilities	501,504	496,501	496,501	455,683
Sewer Utilities	402,192	394,288	394,289	392,767
Sachse Economic Development Fund	56,160	54,828	54,828	51,414
Gain(Losses)	1,648	-	-	
Transfer to Capital Projects	-	-	-	
TOTAL INTRAGOVERNMENTAL	$ 1,083,002	$ 1,070,739	$ 1,066,983	$ 1,022,302
MISCELLANEOUS				
Miscellaneous Fees & Charges	$ 2,674	$ 2,700	$ 3,217	$ 2,700
Interest Income	6,050	5,000	5,993	5,000
Tower Lease Income	13,975	13,975	13,975	13,975
Concession Rental Income	1,000	1,000	-	1,000
Other Rental Income	1,625	1,000	5,900	7,200
Grants and Donations	7,857	-	1,000	-
Auction Proceeds	-	-	-	10,000
Miscellaneous	14,122	-	8,010	-
TOTAL MISCELLANEOUS	$ 47,303	$ 23,675	$ 38,095	$ 39,875
TOTAL REVENUES	$ 12,058,286	$ 11,693,010	$ 12,477,833	$ 12,822,525

SUMMARY OF EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
CITY MANAGER				
Personnel Costs	$ 257,832	$ 267,171	$ 253,342	$ 289,936
Supplies & Materials	9,799	15,754	11,377	24,385
Maintenance & Repairs	-	300	-	10,300
Contractual Services	29,889	33,376	25,390	21,087
TOTAL CITY MANAGER	$ 297,520	$ 316,601	$ 290,109	$ 345,708
CITY SECRETARY				
Personnel Costs	$ 103,141	$ 105,501	$ 109,080	$ 114,736
Supplies & Materials	18,476	24,118	22,407	23,476
Contractual Services	45,574	31,417	27,892	30,800
TOTAL CITY SECRETARY	$ 167,192	$ 161,036	$ 159,379	$ 169,012
HUMAN RESOURCES				
Personnel Costs	$ 146,328	$ 159,126	$ 154,145	$ 175,718
Supplies & Materials	11,757	18,062	11,994	16,339
Contractual Services	56,382	61,589	53,965	100,247
TOTAL HUMAN RESOURCES	$ 214,467	$ 238,777	$ 220,104	$ 292,304
FINANCE				
Personnel Costs	$ 300,986	$ 366,763	$ 351,622	$ 419,336
Supplies & Materials	16,569	24,066	20,332	24,301
Contractual Services	97,346	97,544	95,777	108,798
TOTAL FINANCE	$ 414,900	$ 488,373	$ 467,731	$ 552,435
MUNICIPAL COURT				
Personnel Costs	$ 87,830	$ 95,478	$ 94,474	$ 109,562
Supplies & Materials	3,716	5,253	5,324	5,279
Contractual Services	71,514	70,459	65,196	70,559
TOTAL MUNICIPAL COURT	$ 163,060	$ 171,190	$ 164,994	$ 185,400
PARKS & RECREATION				
Personnel Costs	$ 378,011	$ 394,813	$ 391,436	$ 461,145
Supplies & Materials	170,487	181,770	165,915	212,846
Maintenance & Repairs	40,373	48,016	49,715	52,016
Contractual Services	138,120	144,970	130,691	144,570
Capital Outlay	24,846	8,500	8,849	28,510
TOTAL PARKS & RECREATION	$ 751,836	$ 778,069	$ 746,607	$ 899,087
SENIOR PROGRAMS				
Personnel Costs	$ 72,724	$ 75,837	$ 75,813	$ 85,329
Supplies & Materials	26,126	27,305	26,518	26,532
Maintenance & Repairs	438	1,200	2,741	1,200
Contractual Services	2,136	2,184	1,496	2,000
TOTAL SENIOR PROGRAMS	$ 101,425	$ 106,526	$ 106,567	$ 115,061

SUMMARY OF EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
LIBRARY SERVICES				
Personnel Costs	$ 201,470	$ 203,287	$ 203,759	$ 223,543
Supplies & Materials	75,403	84,975	84,683	96,554
Contractual Services	6,939	6,740	6,272	6,986
TOTAL LIBRARY SERVICES	$ 283,812	$ 295,002	$ 294,713	$ 327,083
COMMUNITY DEVELOPMENT				
Personnel Costs	$ 538,035	$ 552,050	$ 513,251	$ 615,793
Supplies & Materials	23,751	26,765	26,871	29,339
Maintenance & Repairs	3,223	4,100	4,163	4,100
Contractual Services	23,688	17,737	25,578	28,737
TOTAL COMMUNITY DEVELOPMENT	$ 588,698	$ 600,652	$ 569,864	$ 677,969
STREETS & DRAINAGE				
Personnel Costs	$ 460,138	$ 477,545	$ 444,554	$ 544,879
Supplies & Materials	213,967	239,925	232,163	244,394
Maintenance & Repairs	264,718	266,000	188,653	266,000
Contractual Services	1,783	2,056	2,299	2,000
Capital Outlay	202,635	75,000	49,980	-
TOTAL STREETS & DRAINAGE	$ 1,143,240	$ 1,060,526	$ 917,650	$ 1,057,273
FACILITIES MAINTENANCE				
Personnel Costs	$ 143,120	$ 159,931	$ 156,399	$ 181,016
Supplies & Materials	74,330	94,518	85,061	88,312
Maintenance & Repairs	37,449	36,690	43,042	45,320
Contractual Services	24,943	40,499	34,137	43,999
Capital Outlay	-	-	-	31,300
TOTAL FACILITIES MAINTENANCE	$ 279,842	$ 331,638	$ 318,639	$ 389,947
POLICE				
Personnel Costs	$ 2,592,985	$ 2,786,519	$ 2,588,893	$ 3,316,542
Supplies & Materials	259,530	246,052	259,200	249,476
Maintenance & Repairs	37,071	34,500	38,896	34,500
Contractual Services	95,004	98,537	85,933	100,885
Capital Outlay	166,387	-	-	107,511
TOTAL POLICE	$ 3,150,977	$ 3,165,608	$ 2,972,921	$ 3,808,914
ANIMAL CONTROL				
Personnel Costs	$ 112,990	$ 127,213	$ 129,934	$ 149,651
Supplies & Materials	15,331	16,413	14,964	17,220
Maintenance & Repairs	938	1,500	1,874	1,600
Contractual Services	6,425	8,900	7,135	9,000
TOTAL ANIMAL CONTROL	$ 135,684	$ 154,026	$ 153,908	$ 177,471
FIRE & EMS				
Personnel Costs	$ 1,761,770	$ 1,876,052	$ 1,787,671	$ 2,135,625
Supplies & Materials	259,315	259,648	245,796	294,253
Maintenance & Repairs	22,534	32,650	30,495	32,650
Contractual Services	72,690	127,489	112,191	106,729
Capital Outlay	66,951	-	69	-
Operating Transfer Out - Capital Projects	-	-	-	300,000
TOTAL FIRE & EMS	$ 2,183,259	$ 2,295,839	$ 2,176,223	$ 2,869,257

SUMMARY OF EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
COMBINED SERVICES				
Personnel Costs	$ 652,962	$ -	$ -	$ -
Supplies & Materials	22,123	30,035	22,421	28,772
Maintenance & Repairs	54,371	43,728	41,368	43,306
Contractual Services	356,040	347,740	344,657	380,580
Capital Outlay	27,440	30,000	26,662	30,000
Operating Transfer Out - Health Ins Fund	-	765,503	763,500	79,032
TOTAL COMBINED SERVICES	$ 1,112,937	$ 1,217,006	$ 1,198,608	$ 561,690
CITY ENGINEER				
Personnel Costs	$ 193,932	$ 229,381	$ 224,194	$ 255,266
Supplies & Materials	9,040	10,101	8,459	10,902
Maintenance & Repairs	841	400	222	400
Contractual Services	12,372	24,000	12,913	24,000
TOTAL CITY ENGINEER	$ 216,186	$ 263,882	$ 245,787	$ 290,568
TOTAL EXPENDITURES	$ 11,205,034	$ 11,644,751	$ 11,003,804	$ 12,719,179

MULTI YEAR SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Projected FY 2013/14	Budget FY 2014/15	Projected Budget FY 2015/16	Projected Budget FY 2016/17
REVENUES				
Taxes	$ 9,330,608	$ 10,371,801	$ 10,890,391	$ 11,434,911
Licenses & Permits	756,530	527,220	543,037	559,328
Fees	1,068,666	611,327	629,667	648,557
Fines	222,985	250,000	257,500	265,225
Intragovernmental	1,070,739	1,022,302	1,052,971	1,084,560
Miscellaneous	34,266	39,875	41,071	42,303
TOTAL REVENUES	$ 12,483,794	$ 12,822,525	$ 13,414,637	$ 14,034,884
EXPENDITURES				
City Manager	$ 290,109	$ 345,708	$ 356,079	$ 366,762
City Secretary	159,379	169,012	174,082	179,305
Human Resources	220,104	292,304	301,073	310,105
Finance	467,731	552,435	569,008	586,078
Municipal Court	164,994	185,400	190,962	196,691
Parks & Recreation	746,607	899,087	926,060	953,841
Senior Programs	106,567	115,061	118,513	122,068
Library Services	294,713	327,083	336,895	347,002
Community Development	569,864	677,969	698,308	719,257
Streets & Drainage	917,650	1,057,273	1,088,991	1,121,661
Facility Maintenance	318,639	389,947	401,645	413,695
Police	2,972,921	3,808,914	3,923,181	4,040,877
Animal Control	153,908	177,471	182,795	188,279
Fire & EMS	2,176,223	2,869,257	2,955,335	3,043,995
Combined Services	1,198,608	561,690	578,540	595,896
Engineering	245,787	290,568	299,285	308,264
TOTAL EXPENDITURES	$11,003,804	$ 12,719,179	$ 13,100,754	$ 13,493,777
TOTAL REVENUES OVER EXPENDITURES	$ 1,479,990	$ 103,346	$ 313,883	$ 541,107

MULTI YEAR SUMMARY OF PROJECTED EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Projected FY 2013/14	Budget FY 2014/15	Projected Budget FY 2015/16	Projected Budget FY 2016/17
CITY MANAGER				
Personnel Costs	$ 253,342	$ 289,936	$ 298,634	$ 307,593
Supplies & Materials	11,377	24,385	25,117	25,870
Maintenance & Repairs	-	10,300	10,609	10,927
Contractual Services	25,390	21,087	21,720	22,371
TOTAL CITY MANAGER	$ 290,109	$ 345,708	$ 356,079	$ 366,762
CITY SECRETARY				
Personnel Costs	$ 109,080	$ 114,736	$ 118,178	$ 121,723
Supplies & Materials	22,407	23,476	24,180	24,906
Contractual Services	27,892	30,800	31,724	32,676
TOTAL CITY SECRETARY	$ 159,379	$ 169,012	$ 174,082	$ 179,305
HUMAN RESOURCES				
Personnel Costs	$ 154,145	$ 175,718	$ 180,990	$ 186,419
Supplies & Materials	11,994	16,339	16,829	17,334
Contractual Services	53,965	100,247	103,254	106,352
TOTAL HUMAN RESOURCES	$ 220,104	$ 292,304	$ 301,073	$ 310,105
FINANCE				
Personnel Costs	$ 351,622	$ 419,336	$ 431,916	$ 444,874
Supplies & Materials	20,332	24,301	25,030	25,781
Contractual Services	95,777	108,798	112,062	115,424
TOTAL FINANCE	$ 467,731	$ 552,435	$ 569,008	$ 586,078
MUNICIPAL COURT				
Personnel Costs	$ 94,474	$ 109,562	$ 112,849	$ 116,234
Supplies & Materials	5,324	5,279	5,437	5,600
Contractual Services	65,196	70,559	72,676	74,856
TOTAL MUNICIPAL COURT	$ 164,994	$ 185,400	$ 190,962	$ 196,691
PARKS & RECREATION				
Personnel Costs	$ 391,436	$ 461,145	$ 474,979	$ 489,229
Supplies & Materials	165,915	212,846	219,231	225,808
Maintenance & Repairs	49,715	52,016	53,576	55,184
Contractual Services	130,691	144,570	148,907	153,374
Capital Outlay	8,849	28,510		-
TOTAL PARKS & RECREATION	$ 746,607	$ 899,087	$ 896,694	$ 923,595
SENIOR PROGRAMS				
Personnel Costs	$ 75,813	$ 85,329	$ 87,889	$ 90,526
Supplies & Materials	26,518	26,532	27,328	28,148
Maintenance & Repairs	2,741	1,200	1,236	1,273
Contractual Services	1,496	2,000	2,060	2,122
TOTAL SENIOR PROGRAMS	$ 106,567	$ 115,061	$ 118,513	$ 122,068

MULTI YEAR SUMMARY OF PROJECTED EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

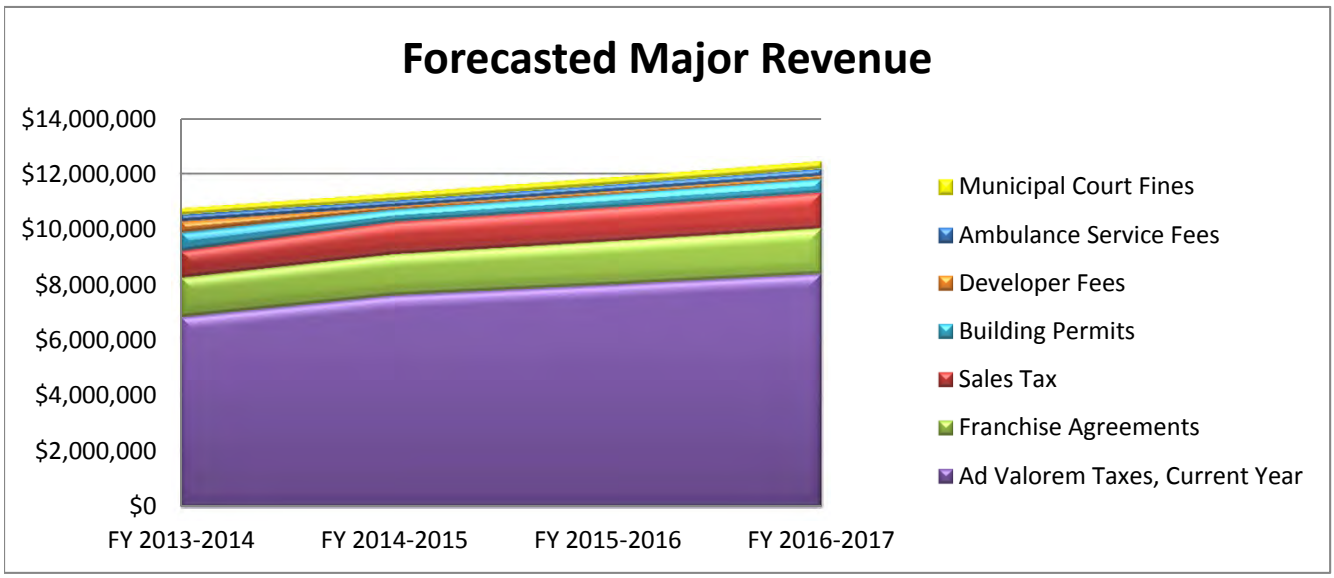
	Projected FY 2013/14	Budget FY 2014/15	Projected Budget FY 2015/16	Projected Budget FY 2016/17
LIBRARY SERVICES				
Personnel Costs	$ 203,759	$ 223,543	$ 230,249	$ 237,157
Supplies & Materials	84,683	96,554	99,451	102,434
Contractual Services	6,272	6,986	7,196	7,411
TOTAL LIBRARY SERVICES	$ 294,713	$ 327,083	$ 336,895	$ 347,002
COMMUNITY DEVELOPMENT				
Personnel Costs	$ 513,251	$ 615,793	$ 634,267	$ 653,295
Supplies & Materials	26,871	29,339	30,219	31,126
Maintenance & Repairs	4,163	4,100	4,223	4,350
Contractual Services	25,578	28,737	29,599	30,487
TOTAL COMMUNITY DEVELOPMENT	$ 569,864	$ 677,969	$ 698,308	$ 719,257
STREETS & DRAINAGE				
Personnel Costs	$ 444,554	$ 544,879	$ 561,225	$ 578,062
Supplies & Materials	232,163	244,394	251,726	259,278
Maintenance & Repairs	188,653	266,000	273,980	282,199
Contractual Services	2,299	2,000	2,060	2,122
Capital Outlay	49,980	-		-
TOTAL STREETS & DRAINAGE	$ 917,650	$ 1,057,273	$ 1,088,991	$ 1,121,661
FACILITIES MAINTENANCE				
Personnel Costs	$ 156,399	$ 181,016	$ 186,446	$ 192,040
Supplies & Materials	85,061	88,312	90,961	93,690
Maintenance & Repairs	43,042	45,320	46,680	48,080
Contractual Services	34,137	43,999	45,319	46,679
Capital Outlay	-	31,300	32,239	33,206
TOTAL FACILITIES MAINTENANCE	$ 318,639	$ 389,947	$ 401,645	$ 413,695
POLICE				
Personnel Costs	$ 2,588,893	$ 3,316,542	$ 3,416,038	$ 3,518,519
Supplies & Materials	259,200	249,476	256,960	264,669
Maintenance & Repairs	38,896	34,500	35,535	36,601
Contractual Services	85,933	100,885	103,912	107,029
Capital Outlay	-	107,511	110,736	114,058
TOTAL POLICE	$ 2,972,921	$ 3,808,914	$ 3,923,181	$ 4,040,877
ANIMAL CONTROL				
Personnel Costs	$ 129,934	$ 149,651	$ 154,141	$ 158,765
Supplies & Materials	14,964	17,220	17,737	18,269
Maintenance & Repairs	1,874	1,600	1,648	1,697
Contractual Services	7,135	9,000	9,270	9,548
TOTAL ANIMAL CONTROL	$ 153,908	$ 177,471	$ 182,795	$ 188,279

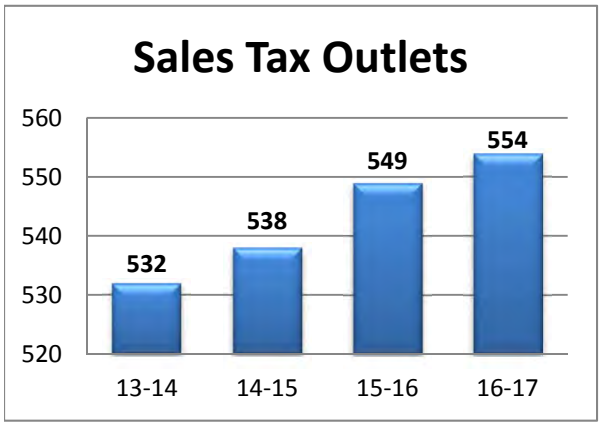
MULTI YEAR SUMMARY OF PROJECTED EXPENDITURES
FISCAL YEAR 2014-2015

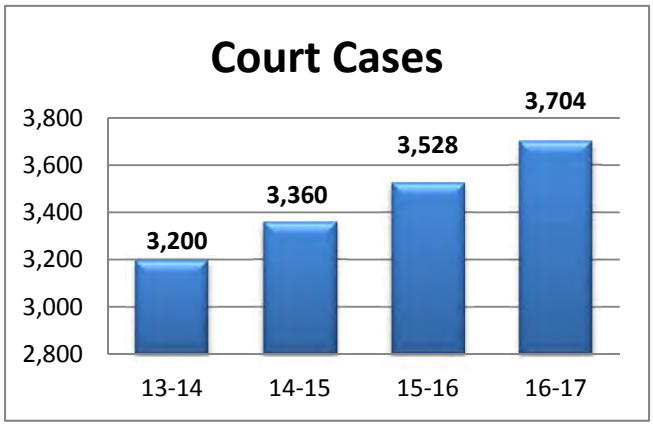
GENERAL FUND

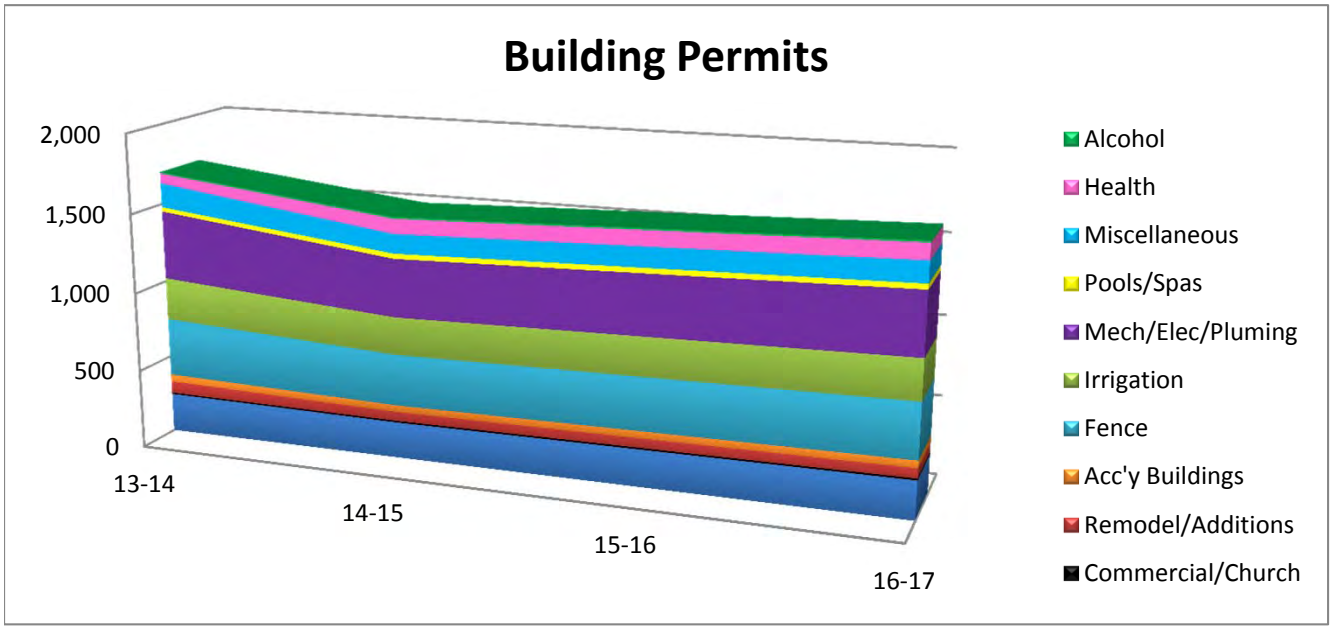
	Projected FY 2013/14	Budget FY 2014/15	Projected Budget FY 2015/16	Projected Budget FY 2016/17
FIRE & EMS				
Personnel Costs	$ 1,787,671	$ 2,135,625	$ 2,199,694	$ 2,265,685
Supplies & Materials	245,796	294,253	303,081	312,173
Maintenance & Repairs	30,495	32,650	33,630	34,638
Contractual Services	112,191	106,729	109,931	113,229
Operating Transfer Out - Capital Projects	69	300,000	300,000	-
TOTAL FIRE & EMS	$ 2,176,223	$ 2,869,257	$ 2,946,335	$ 2,725,725
COMBINED SERVICES				
Supplies & Materials	22,421	28,772	29,635	30,524
Maintenance & Repairs	41,368	43,306	44,605	45,943
Contractual Services	344,657	380,580	391,997	403,757
Capital Outlay	26,662	30,000	30,000	30,000
Operating Transfer Out - Health Ins Fund	763,500	79,032	81,403	83,845
TOTAL COMBINED SERVICES	$ 1,198,608	$ 561,690	$ 577,640	$ 594,069
CITY ENGINEER				
Personnel Costs	$ 224,194	$ 255,266	$ 262,924	$ 270,812
Supplies & Materials	8,459	10,902	11,229	11,566
Maintenance & Repairs	222	400	412	424
Contractual Services	12,913	24,000	24,720	25,462
TOTAL CITY ENGINEER	$ 245,787	$ 290,568	$ 299,285	$ 308,264
TOTAL EXPENDITURES	$ 11,003,804	$ 12,719,179	$ 13,061,489	$ 13,143,433

MULTI-YEAR FORECASTED TRENDS









PROGRAM AND SERVICE ENHANCEMENTS (Supplementals)
GENERAL FUND
2014-2015 FISCAL YEAR

Department	Rank	Description of Program	Budget Requested	Approved Funding	On-going / One-time?
City Secretary	1	Assistant City Secretary	$ 66,727		On-going
	2	Council Retreat	2,000		One-time
Human Resources	1	Compensation Study	35,000	35,000	One-time
	2	Wellness Program	8,000	8,000	On-going
	3	Online Learning System	2,500		One-time
Finance	1	IT Technician	67,296		On-going
	2	Reclass IT Technician to System Administrator	12,532	12,499	On-going
	3	Offsite Backup Services	7,636	7,636	On-going
Municipal Court	1	Electronic Citation Software and Equipment (Special Revenue Fund)	19,317		One-time
Parks & Recreation	1	Recreation Registration Software - Annual $1,600	10,850		One-time
	2	Alternate: Recreation Registration Software - Annual $1,030	15,900		One-time
	3	Reclassify Park Main. Tech. to Irrigation Technician	4,799		On-going
	4	Replace 1999 Chevy pickup with 2015 Ford F350 Ext. Cab	26,000	26,000	One-time
	5	Add parking lot to Heritage Park 74 spaces doubling parking	115,000		One-time
	6	Hydrolic Dump Trailer	7,498		One-time
	7	3 point backhoe attachment for John Deere tractor with 16" bucket	6,500		One-time
	8	Reclassify Recreation Aide from part time to full time	24,453		On-going
	9	Rear projection 10' 6" Movie Screen	1,900		One-time
	10	Solar lighting for City entrance signs	22,000		One-time
	11	2 Picnic tables for Stone Park	2,510	2,510	One-time
Senior Citizen Program	1	Commercial Treadmill	2,500		One-time
	2	Reclassify driver to Part-time from Seasonal	1,428		On-going
Library	1	Reclass part-time clerk to Children's Coordinator	27,841		On-going
	2	Alternate: Increase hours for part time library clerks	7,863		On-going
	3	Summer Reading Program(currently sponsored by Friends)	4,200	4,200	On-going
	4	RFID System	64,000		One-time
	6	Reclass part time clerk position to full time (includes benefits)	26,388		On-going
Community Development	1	Combination Building Inspector (Unfreeze)	53,288	53,597	On-going
	2	Reclassification of Env. Health Specialist to Environmental Health Manager	6,467		On-going
	3	Reclassify position to Part-time	(33,826)	(33,826)	On-going
	4	Planner	77,546		On-going
Streets	1	3/4 ton crew cab pickup	22,100		One-time
Facilities Maintenance	1	Custodian (full-time)	31,997		On-going
	2	Alternate 1: Custodian (part-time)	14,841		On-going
	3	Alternate 2: Custodian Reclassification (part-time to full-time)	17,156		On-going
	4	Replacing HVAC Filters throughout City Complex	5,570		One-time
	5	Replace Timeworn Pick-Up Truck	25,000		One-time
	6	New Generator for Animal Shelter	31,300	31,300	One-time
	7	Planned Maintenance Agreement for Generators not in current Maintenance Program	3,500	3,500	On-going
	8	Lead Paint Removal & Repainting of Caboose	15,000		One-time
	9	Repainting of Steel Trellis/Arbors throughout City Complex	17,500		One-time
	10	New Generator for Senior Center	35,800		One-time
	11	Replacement of three Windows at Senior Center	1,000		One-time
	12	Hanging and Removing Exterior Holiday Lights	6,630	6,630	On-going
	13	Painting Interior Rooms at Library	4,000		One-time
Police	1	Personnel - 4 Officers (Recommended - 2 Officers - $136,348)	272,696	136,348	On-going
	2	Personnel - 1 Dispatcher	56,071		On-going
	3	2 Police package (PPV) patrol vehicles $35K each	70,000	70,000	One-time
	4	1 Non PPV Support Vehicle	22,000		One-time
	5	Nixle 360 Service	10,311	10,311	One-time
	6	Overtime	10,000		On-going
	7	Portable/Mobile Radios	15,800		One-time
	8	Crash/Crime scene mapping system	10,000		One-time
	~~9~~	In car video system	14,000		One-time
	10	Livescan fingerprint machine	20,000	20,000	One-time
	~~11~~	ALPR - Automated License Plate Reader	~~15,000~~		~~One-time~~
	12	2 GETAC S400 Computers with docking stations	7,200	7,200	One-time
Animal Control	1	Truck	25,000		One-time
Fire	1	SCBA	29,000	29,000	One-time
	2	Operations Captain	94,231	94,231	On-going
	3	Fire Rescue Specialist (3 positions) @ $69,562.38 each	210,389		On-going
	3a	Firefighter EMT/Paramedic (part-time) Cost for reduction of 5.5	(138,361)		On-going
	4	Reclass Part-time Code Enforcement Officer to Full-time	33,178		On-going
	5	Medical Center Plano Welness	13,000		On-going
Combined Services	1	Five Additional Laserfiche User Licenses	3,025		One-time
Engineering	1	Traffic Counter	1,420		One-time
	2	City-wide pavement assessment	198,750		One-time
Capital	1	Installment for P-25 Radio Conversion	300,000	300,000	One-time
TOTALS			$ 2,205,217	$ 824,136	

DEPARTMENT: CITY MANAGER	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The City Manager Department is the primary point of contact between the City's departments and the City Council. Its function is to lead, guide and provide coordination to the departments as they implement City policies and to advise the City Council on policy decisions. This department communicates the City's vision and mission to all employees and provides leadership in the administration of the City's programs and services.

STRATEGIC OBJECTIVES	GOALS
Facilitate greater interaction among residents in the community and within neighborhoods	Conduct Neighborhood meetings. 1-3 years
Provide valuable public services and amenities	Continue high level customer service and programs while remaining sensitive to these extraordinary economic times. Ongoing Complete Hwy 78 Planning Committee process . W1Y Complete the Municipal Campus Improvements. W1Y
Plan, Expand, Upgrade, and Maintain infrastructure	Identify and define an ongoing revenue source for funding capital improvements. 1-3 years.
Ensure financial stability	Continue producing a dynamic budget motivated by recognized strong financial management practices. Ongoing Present options to City Council for revenue enhancement opportunities. 2-5 years
Ensure effective communiction exchange	Maintain PEG Channel with regular updates. Ongoing Implement Enhancements to citizen newsletter. W1Y
Retain a high-quality workforce	Develop Leadership Training Program. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Facilitate greater interaction among residents in the community and within neighborhoods

Action: Hosted two Public Meetings to inform and explain implementation of the Utility Rate Study.

Strategic Objective: Plan, Expand, Upgrade, and Maintain infrastructure

Action: Partnered with Sachse Economic Development Corporation and PGBT TIF Board to finance core sewer projects.

Action: Partnered with private developers to complete Capital Improvements in various locations.

Strategic Objective: Ensure effective communication exchange

Action: Prepared an informational brochure regarding the implementation of the 2014 Utility Rate Study, which was distributed to all utility customers.

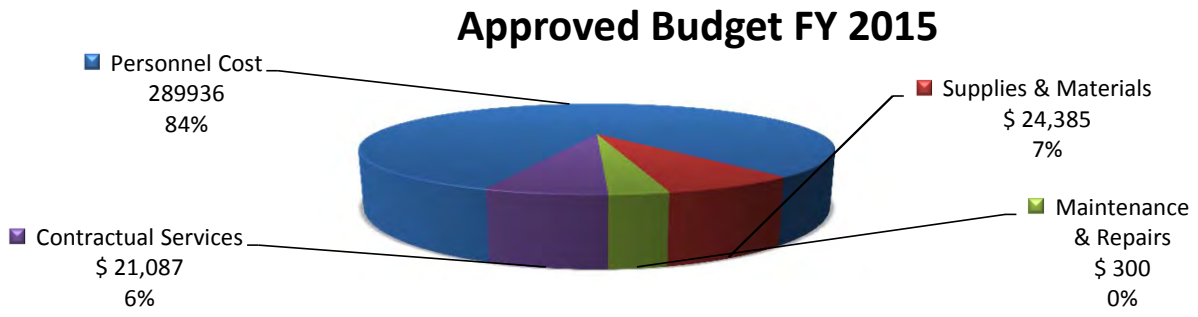
Strategic Objective: Retain a high-quality workforce

Action: Took steps to continue implementing the Public Safety Step Compensation Plan.

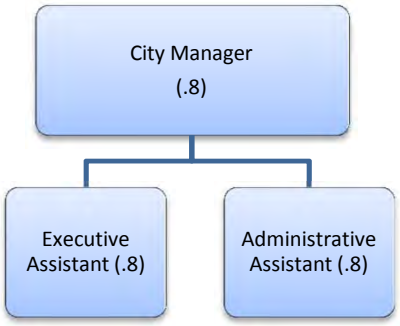
MAJOR BUDGETARY ISSUES

Responsible financial management of taxpayer dollars is of the utmost importance to the City. Our awareness for being fiscally responsible is heightened in these transitioning economic conditions. During what is commonly known as the Great Recession, the City was unable to invest in equipment and infrastructure in a sustainable way at a time when the community continued to grow. As the economy improves, the challenge and opportunity will be to proactively manage the process of meeting unmet demands while managing municipal growth.

DEPARTMENT: CITY MANAGER				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
City Council Meetings	32	27	26	27
Staff Meetings	52	50	50	50
Community Meetings		2	2	1
Board/Commission Meetings			10	6
Community Functions	30	10	10	10
City Newsletters	6	7	6	6
Council Packet Reports	75	220	212	220
Employee Functions	16	10	12	12
Interjurisdictional Meetings	25	25	25	25



EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 260,939	$ 257,832	$ 267,171	$ 289,936	8%
Supplies & Materials	11,050	9,799	15,754	24,385	35%
Maintenance & Repairs	0	0	300	10,300	97%
Contractual Services	28,352	29,889	33,376	21,087	-58%
TOTAL	$ 300,342	$ 297,520	$ 316,601	$ 345,708	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	3.2	3.2	2.4	2.4	2.4
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	3.2	3.2	2.4	2.4	2.4

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
CITY MANAGER				
Personnel Costs				
Wages & Salaries	$ 206,428	$ 212,015	$ 200,156	$ 213,038
Overtime	307	500	873	500
Other Pay	301	300	282	300
Longevity Pay	1,192	1,348	1,336	724
Auto Allowance	5,030	5,000	5,030	5,000
Social Security & Med & FICA	16,188	15,987	15,413	15,579
TMRS Contributions	24,608	26,415	25,004	28,801
Vacation/Sick Leave Buy Back	3,023	4,456	3,889	3,792
Workers Compensation	729	745	690	767
Unemployment Tax	27	405	669	621
Employee Insurance Transfer Out	-	-	-	20,814
SUB-TOTAL	$ 257,832	$ 267,171	$ 253,342	$ 289,936
Supplies & Materials				
Utilities - Communications	$ 3,075	$ 3,384	$ 3,251	$ 3,372
Office Supplies	1,158	2,000	2,997	2,200
Copier & Printer Supplies	-	1,500	-	1,500
Uniforms & Accessories	-	120	89	120
Small Tools & Equipment	470	1,000	82	1,000
Community Relations & Special Events	497	1,200	280	3,290
Dues & Subscriptions	1,904	1,950	1,889	2,103
Employee Training	1,890	4,250	2,191	10,450
Mileage Reimbursement	804	350	597	350
SUB-TOTAL	$ 9,799	$ 15,754	$ 11,377	$ 24,385
Maintenance & Repairs				
Office Equipment Repairs & Maintenance	$ -	$ 300	$ -	$ 300
Federal-Disaster/Emergency	-	-	-	10,000
SUB-TOTAL	$ -	$ 300	$ -	$ 10,300
Contractual Services				
Printer Services	$ -	$ 300	$ -	$ 300
Newsletter Print Services	11,865	13,500	8,604	13,500
Community Events	13,037	14,000	11,955	200
Web Page Services	4,010	4,811	4,210	6,226
Copier Rental & Maintenance	977	765	621	861
SUB-TOTAL	$ 29,889	$ 33,376	$ 25,390	$ 21,087
TOTAL CITY MANAGER	**$ 297,520**	**$ 316,601**	**$ 290,109**	**$ 345,708**

DEPARTMENT: CITY SECRETARY	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The City Secretary is an officer of the City of Sachse. The position of City Secretary is a statutory position required by State law and the City Charter. The office oversees the preparation of the agendas and minutes for the Sachse City Council and gives notice of meetings, enrolls laws, resolutions and ordinances. The City Secretary is also responsible for election administration, records management, public information and the appointment process of boards and commissions.

STRATEGIC OBJECTIVES	GOALS
Provide valuable public services	Conduct fair and legally proper Council elections. W1Y Begin Phase II of Laser fiche scanning process. W1Y Process open records requests within three business days 80% of the time. W1Y
Ensure financial stability	Bid required legal advertising to save money on project costs. 2-5 years
Ensure effective communication exchange	Implementation of Legistar system. W1Y Promote Boards and Commissions in media including the City's website. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Conducted two elections.

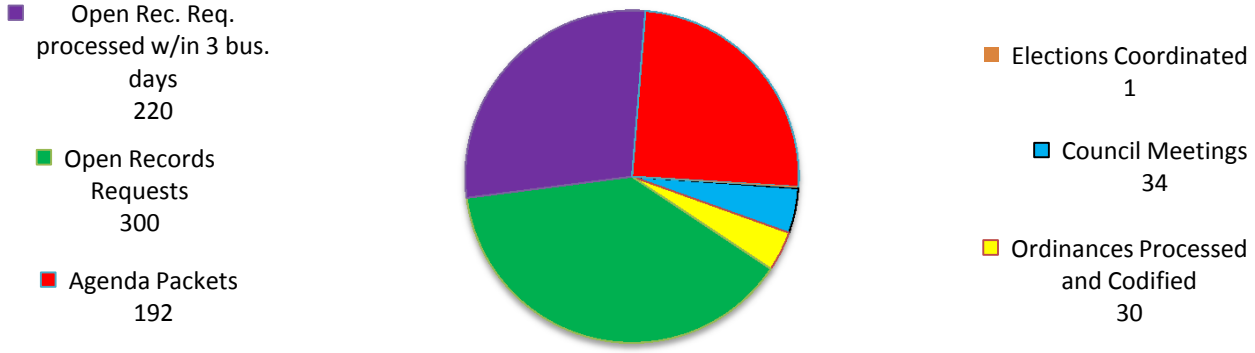
Action: Continued expansion of the Legistar system.

Strategic Objective: Ensure financial stability

Action: Bid requests for required legal advertising saved money on project costs.

Strategic Objective: Ensure effective communication exchange

Action: Boards and Commission appointment cycle completed.

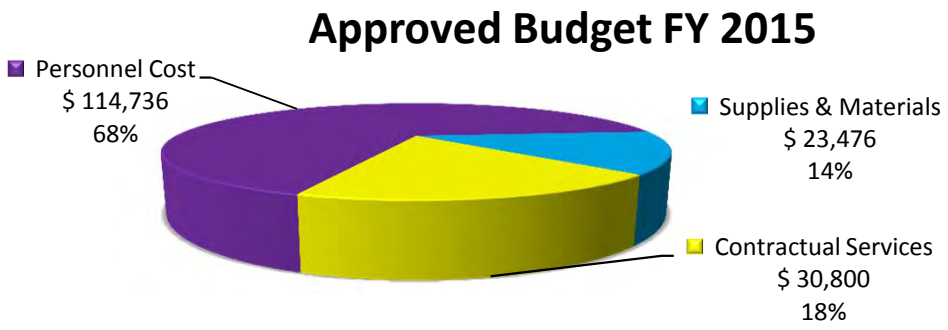


MAJOR BUDGETARY ISSUES

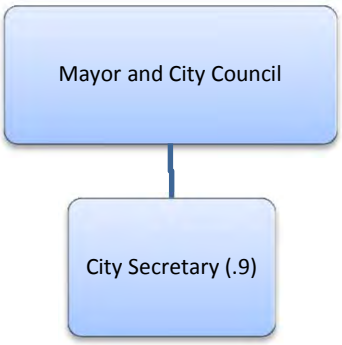
Employee training budget was increased for City Council members and the City Secretary to attend training conducted by Texas Municipal League.

DEPARTMENT: CITY SECRETARY				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Council Meetings	34	34	34	34
Ordinances Processed and Codified	28	28	30	30
Open Records Requests	300	280	300	325
Open Rec. Req. processed w/in 3 bus. days		220	220	292
Agenda Packets	192*	192	192	192
Elections Coordinated	0	2	1	1

* Legistar online



EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 101,425	$ 103,141	$ 105,501	$ 114,736	8%
Supplies & Materials	13,035	18,476	24,118	23,476	-3%
Contractual Services	40,285	45,574	31,417	30,800	-2%
TOTAL	$ 154,746	$ 167,191	$ 161,036	$ 169,012	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	0.9	0.9	0.9	0.9	0.9
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	0.9	0.9	0.9	0.9	0.9

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
CITY SECRETARY				
Personnel Costs				
Wages & Salaries	$ 80,134	$ 81,555	$ 84,502	$ 83,935
Overtime	-	-	100	
Longevity Pay	872	920	920	968
Auto Allowance	3,621	3,600	3,621	3,600
Social Security & Med & FICA	6,566	6,728	6,895	6,919
TMRS Contributions	9,828	10,390	10,755	11,662
Vacation/Sick Leave Buy Back	1,810	1,882	1,810	1,937
Workers Compensation	302	291	269	299
Unemployment Tax	9	135	207	207
Employee Insurance Transfer Out	-	-	-	5,209
SUB-TOTAL	$ 103,141	$ 105,501	$ 109,080	$ 114,736
Supplies & Materials				
Utilities - Communications	$ 8,501	$ 7,728	$ 6,498	$ 7,416
Office Supplies	2,380	1,780	5,063	1,630
Postage	-	50	44	50
Filing Fees	50	100	70	100
Uniforms & Accessories	-	340	(38)	560
Small Tools & Equipment	-	200	-	200
Special Events & Programs	1,605	1,500	1,058	1,500
Dues & Subscriptions	469	1,429	863	1,429
Employee Training	3,474	9,893	7,893	9,293
Awards, Plaques, Goodwill	1,997	1,098	955	1,298
SUB-TOTAL	$ 18,476	$ 24,118	$ 22,407	$ 23,476
Contractual Services				
Codification Services	$ 5,420	$ 3,500	$ 3,413	$ 3,500
Advertising & Legal Publications	14,956	15,000	14,586	15,000
Election Services	20,565	8,300	7,250	8,300
Copier Rental & Maintenance	4,633	4,617	2,642	4,000
SUB-TOTAL	$ 45,574	$ 31,417	$ 27,892	$ 30,800
TOTAL CITY SECRETARY	**$ 167,192**	**$ 161,036**	**$ 159,379**	**$ 169,012**

DEPARTMENT: HUMAN RESOURCES	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Human Resources department oversees employment operations of the City in an effort to maximize both individual needs and organizational objectives. This goal is accomplished through the implementation and maintenance of fair and equitable employment policies, effective selection procedures, as well as accurate personnel record systems. This department is responsible for the recruitment and screening of City employment applications, pay plan administration, payroll and benefits administration, performance management, employee relations and employee training and development.

STRATEGIC OBJECTIVES	GOALS
Retain a high-quality workforce	Implement a New Hire On-Boarding process. 1-2 years Implement and maintain a new performance management system. 2 years
Ensure financial stability	Continue Benefits Broker Service competitive selection to ensure minimal increases in health insurance premiums. Continuous
Ensure effective communication exchange	Ensure consistency with employee relations through fair and equitable policies. Continuous

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Retain a high-quality workforce

Action: Assisted City Manager in the hiring process for executive positions

Strategic Objective: Ensure financial stability

Action: Used Competitive Broker Service for health insurance premiums resulting in more healthcare options

Action: Implemented changes in health insurance benefit plans that resulted in no increase in premiums to employees

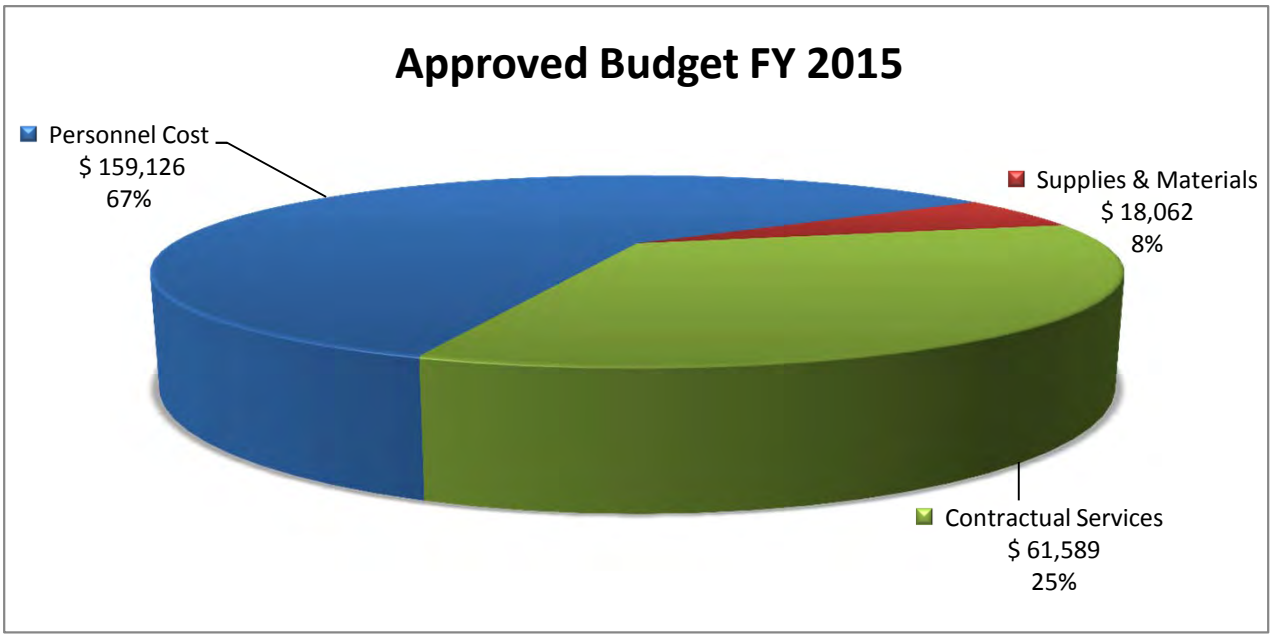
Strategic Objective: Ensure effective communication exchange

Action: Conducted Open Enrollment meetings to explain new insurance options

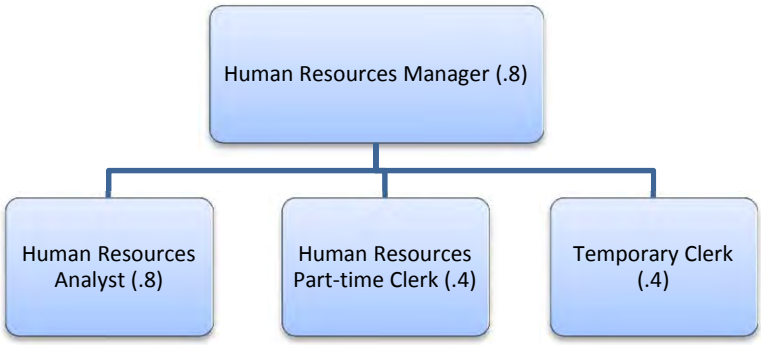
Action: Created Employee Recognition Committee that is creating options for which the City can improve upon communication

HUMAN RESOURCES				Budget
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**2014-2015**
Activities:				
New Hires	21	28	32	32
Applications Received	1,500	2,197	1,801	2,466
Number of Terminations*	18	28	34	38
Workers Compensation Claims	18	12	9	15

*Voluntary and involuntary



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 139,357	$ 146,328	$ 159,126	$ 175,718	9%
Supplies & Materials	14,228	11,757	18,062	16,339	-11%
Contractual Services	51,086	56,382	61,589	99,347	38%
TOTAL	$ 204,672	$ 214,467	$ 238,777	$ 291,404	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	1.6	1.6	1.6	1.6	1.6
Continuous Part-Time	0.4	0.4	0.4	0.4	0.4
Temporary/Seasonal	0.4	0.4	0.4	0.4	0.4
TOTAL	2.4	2.4	2.4	2.4	2.4

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
HUMAN RESOURCES				
Personnel Costs				
Wages & Salaries	$ 122,834	$ 133,191	$ 128,168	$ 133,989
Longevity Pay	542	210	194	174
Social Security & Med & FICA	9,337	10,211	9,665	10,275
TMRS Contributions	12,109	14,440	14,797	15,867
Vacation/Sick Leave Buy Back	799	78	-	156
Workers Compensation	489	456	422	458
Unemployment Tax	218	540	900	828
Employee Insurance Transfer Out	-	-	-	13,971
SUB-TOTAL	$ 146,328	$ 159,126	$ 154,145	$ 175,718
Supplies & Materials				
Utilities - Communications	$ 2,513	$ 2,688	$ 3,081	$ 2,400
Office Supplies	2,449	2,650	2,034	2,650
Postage	11	100	-	100
Uniforms & Accessories	-	120	-	-
Dues & Subscriptions	1,621	1,704	544	339
Employee Training	1,509	4,800	594	2,550
Mileage Reimbursement	92	500	-	300
Employee Training - City Wide	106	500	-	1,500
Employee Appreciation	3,456	5,000	5,741	6,500
SUB-TOTAL	$ 11,757	$ 18,062	$ 11,994	$ 16,339
Contractual Services				
Legal/Consulting Fees	$ 32,840	$ 35,342	$ 36,229	$ 36,924
Printer Services	-	200	-	100
Medical Services	7,575	7,100	6,165	14,100
Recruitment & Retention	5,639	11,000	4,098	40,500
Copier Rental & Maintenance	1,077	1,147	956	1,123
Maintenance & Support Contracts	9,251	6,800	6,517	7,500
SUB-TOTAL	$ 56,382	$ 61,589	$ 53,965	$ 100,247
TOTAL HUMAN RESOURCES	**$ 214,467**	**$ 238,777**	**$ 220,104**	**$ 292,304**

DEPARTMENT: FINANCE	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Finance Department provides financial management, oversight, reporting and services for the City through the collection and recording of revenues; preparing, coordinating and monitoring the City's operating and capital budgets; accurate accounting and financial reporting; administration of purchasing services, asset management and investment of City funds to achieve maximum yield. The Finance Department serves all of the City's departments, but it is most closely linked to Information Technology, Municipal Court, Utility billing and collections, and Meter Reading. The Director of Finance is directly responsible for the oversight of each of these departments.

STRATEGIC OBJECTIVES	GOALS
Plan, Expand, Upgrade, and Maintain infrastructure	Implement revised utility rates to allow for expansion and rehabilitation of water and sewer system. 2-5 years
Ensure financial stability	Update written procedures for all financial functions. 2-5 years Review and update all revenue sources. 2-5 years
Ensure effective communication exchange	Improve network security. W1Y Put in place offsite backup and disaster recovery program. W1Y
Retain a high-quality workforce	Implement a cross-training program. 2-5 years

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Plan, Expand, Upgrade and Maintain Infrastructure

Action: Identified funding alternatives for Phase 1 sewer system expansion.

Strategic Objective: Ensure financial stability

Action: City's bond rating upgraded to AA.

Action: Received Certificate of Distinction from Government Treasurer's Organization of Texas for Investment Policy.

Action: Received the CAFR award, 14 years.

Action: Received the GFOA Budget Award for the second time.

Strategic Objective: Ensure effective communication exchange

Action: Installed Gigabit switches to avoid bottlenecking within the system

Action: Installed remote access server for employees to work from home

Strategic Objective: Retain a high-quality workforce

Action: Increased availability to training

Did you know?

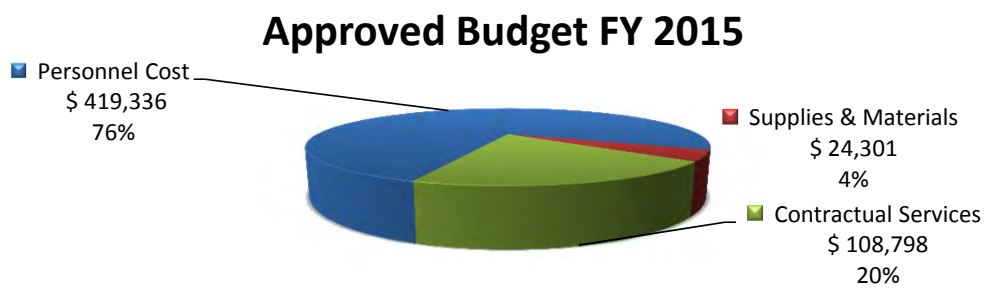
The CAFR award is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

MAJOR BUDGETARY ISSUES

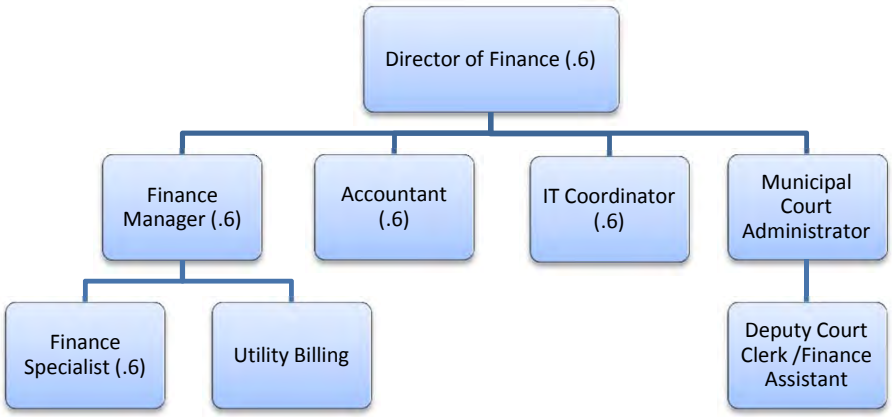
Financial reporting requirements continue to become increasingly complex and intensive in order to meet the requirements of regulatory agencies, grant and bond covenants (including arbitrage), and generally accepted accounting standards. Credit card and e-government fees continue to increase as citizens require more convenient services. Increased reliance city-wide on technology and the desire to televise Council and Board proceedings requires increasing IT capabilities.

DEPARTMENT: FINANCE				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Budget Reports	12	12	12	12
Payroll Checks	771	817	560	500
Payroll Direct Deposits	3,347	3,656	4,509	3,300
Investment Reports & Budget Documents	8	8	8	8
Accounts Payable Checks	3,151	2,806	2,730	2,800
Wires/Electronic Funds Transfers	245	268	341	300
Help Desk Tickets	934	787	864	800
GFOA CAFR Award (# of years)	14	15	16	17
GFOA Budget Award (# of years)	-	1	2	3
Audit Findings	-	-	NA	-

NA = Not Available



EXPENDITURES	Actual 2011/12	Actual 2012-13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 332,154	$ 300,986	$ 366,763	$ 419,336	13%
Supplies & Materials	17,592	16,569	24,066	24,301	1%
Contractual Services	100,135	97,346	97,544	108,798	10%
TOTAL	$ 449,881	$ 414,901	$ 488,373	$ 552,435	12%



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	3	2.4	3	3	3
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	3	2.4	3	3	3

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
FINANCE				
Personnel Costs				
Wages & Salaries	$ 246,537	$ 299,228	$ 287,667	$ 314,587
Overtime	341	1,200	450	1,731
Longevity Pay	1,340	1,292	1,292	1,588
Social Security & Med & FICA	18,267	23,376	21,185	24,658
TMRS Contributions	28,749	36,094	34,727	41,565
Vacation/Sick Leave Buy Back	4,639	3,837	4,265	4,427
Workers Compensation	1,067	1,061	982	1,081
Unemployment Tax	46	675	1,053	1,035
Employee Insurance Transfer Out	-	-	-	28,664
SUB-TOTAL	$ 300,986	$ 366,763	$ 351,622	$ 419,336
Supplies & Materials				
Utilities - Communications	$ 7,755	$ 8,760	$ 7,963	$ 7,440
Office Supplies	1,886	2,765	3,160	2,415
Postage	105	150	67	110
Uniforms & Accessories	-	200	184	-
Small Tools & Equipment	188	500	174	500
Dues & Subscriptions	3,470	5,924	5,723	6,491
Employee Training	1,835	4,377	2,202	5,955
Mileage Reimbursement	1,330	1,390	860	1,390
SUB-TOTAL	$ 16,569	$ 24,066	$ 20,332	$ 24,301
Contractual Services				
Professional Services	$ 27,205	$ 24,933	$ 23,467	$ 34,802
Printer Services	1,561	1,500	1,142	1,500
Bank Charges & Fees	6,197	6,740	7,093	6,740
Cash Overage/Shortage	(144)	-	75	-
Tax Collection Services	9,181	9,456	9,430	9,530
Property Appraisal Services	52,307	54,028	53,451	55,039
Copier Rental & Maintenance	1,039	887	1,119	1,187
SUB-TOTAL	$ 97,346	$ 97,544	$ 95,777	$ 108,798
TOTAL FINANCE	**$ 414,900**	**$ 488,373**	**$ 467,731**	**$ 552,435**

DEPARTMENT: MUNICIPAL COURT	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Sachse Municipal Court has jurisdiction over all fine-only offenses that have been committed within the Sachse city limits. These offenses include Class C misdemeanors, traffic offenses and City ordinance violations. The court collects fines, conducts trials by jury and judge and issues warrants of arrest. The Municipal Court will provide the public a fair, impartial and unbiased court system for the person charged with the offenses in accordance with the Code of Criminal Procedures and the Rules of Criminal Evidence; will vigorously pursue the enforcement of compliance concerning those who are found guilty and assessed fines and/or other penalties; and uphold the integrity of the judicial system for the public and citizens of the City of Sachse.

STRATEGIC OBJECTIVES	GOALS
Provide valuable public services and amenities	Continue participation in the State and Regional Warrant Roundup. W1Y
Ensure financial stability	Purchase, implement, and train officers on new ticket writing system to increase compliance and maintain revenues from fines. W1Y
Ensure effective communication exchange	Continue to strive for a paperless Municipal Court. 2-5 years Evaluate document storage and retention requirements and recommend a solution. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Continued participation in the State and Regional Warrant Roundup.

Strategic Objective: Ensure financial stability

Action: Continue to work with the Warrant Officer to improve warrant collections

Action: Increased compliance by placing calls to remind defendants of scheduled court events

Strategic Objective: Ensure effective communication exchange

Action: Obtaining of email addresses to communicate with customers

Action: Electronic online option will allow for electronic requests for case processing

Action: Additional services will include online requests for case processing.

Did you know?

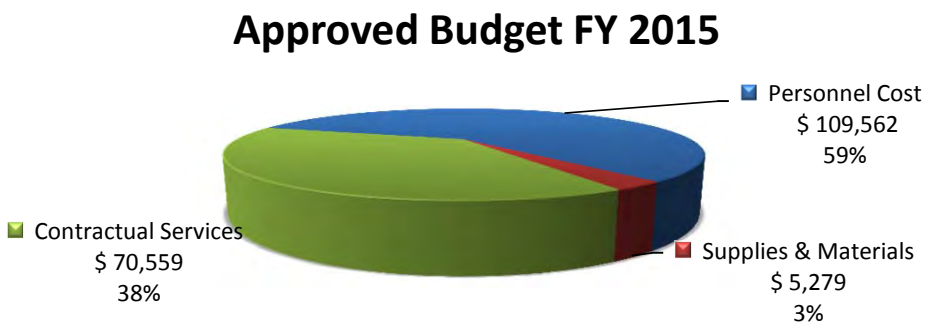
Electronic options are available on the City website for your convenience. You can discover court process information, search a fine list and/or warrant list, or pay tickets online.

MAJOR BUDGETARY ISSUES

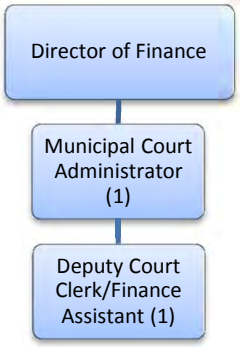
Additional equipment is required for the new court room, as well as creating a paperless Municipal Court. The continued growth of Sachse has brought with it increases to demands on the Municipal Court and that trend is expected to continue.

DEPARTMENT: MUNICIPAL COURT				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Cases Filed	3,386	3,134	2,246	3,200
Dispositions Prior to Trial	1,608	1,601	1,130	1,600
Deferred Dispositions	711	619	550	800
Dismissals	293	202	507	250
Trials	105	83	59	80
Cases Appealed	-	-		-
Warrants Issued	533	656	490	550
Fines Collected	$ 337,205	$ 319,652	$ 215,095	$ 222,745
Court Sessions	40	40	41	41

NA = Not Available



EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 89,738	$ 89,738	$ 95,478	$ 109,562	13%
Supplies & Materials	4,256	4,256	5,253	5,279	0%
Contractual Services	68,495	68,495	70,459	70,559	0%
TOTAL	$ 162,489	$ 162,489	$ 171,190	$ 185,400	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	2	2	2	2	2
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	2	2	2	2	2

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
MUNICIPAL COURT				
Personnel Costs				
Wages & Salaries	$ 66,603	$ 74,955	$ 73,618	$ 76,355
Overtime	4,682	2,000	2,648	2,000
Other Pay	903	900	846	900
Longevity Pay	512	564	560	704
Social Security & Med & FICA	5,422	6,079	5,811	6,199
TMRS Contributions	8,396	9,388	9,305	10,449
Vacation/Sick Leave Buy Back	1,015	1,056	1,036	1,073
Workers Compensation	280	266	246	271
Unemployment Tax	18	270	404	414
Employee Insurance Transfer Out			-	11,197
SUB-TOTAL	$ 87,830	$ 95,478	$ 94,474	$ 109,562
Supplies & Materials				
Utilities - Communications	$ 1,198	$ 1,332	$ 1,317	$ 1,092
Office Supplies	1,126	1,400	1,041	1,590
Uniforms & Accessories	-	80	88	-
Small Tools & Equipment	-	300	-	300
Dues & Subscriptions	252	341	331	447
Employee Training	887	1,400	1,630	1,750
Mileage Reimbursement	253	400	917	100
SUB-TOTAL	$ 3,716	$ 5,253	$ 5,324	$ 5,279
Contractual Services				
Prosecuting Attorney Fees	$ 17,775	$ 18,500	$ 18,325	$ 18,500
Municipal Court Judge Fees	38,420	36,000	35,560	36,000
Printer Services	2,751	2,000	289	2,000
Bank Charges & Fees	4,505	4,800	3,173	4,800
Jury Service Fees	492	850	-	850
Language Interpreter Services	-	250	-	250
Copier Rental & Maintenance	657	659	650	659
Maintenance & Support Contracts	6,914	7,400	7,200	7,500
SUB-TOTAL	$ 71,514	$ 70,459	$ 65,196	$ 70,559
TOTAL MUNICIPAL COURT	**$ 163,060**	**$ 171,190**	**$ 164,994**	**$ 185,400**

DEPARTMENT: PARKS AND RECREATION	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Parks and Recreation Department is responsible for providing the citizens of Sachse with well-kept facilities that are designed to foster park and athletic activities in a safe, clean, and comfortable environment. The department provides routine maintenance, preventative and essential repairs of facilities, irrigation systems, playgrounds, and improvements to the park system. While preserving our parks and natural resources, the Parks and Recreation Department works toward improving the quality of life by developing and maintaining parks and recreation facilities for the citizens of Sachse and by providing recreational and leisure activities for all ages including oversight of the Senior Center and programs.

STRATEGIC OBJECTIVES	GOALS
Facilitate greater interaction among residents in the community and within neighborhoods	Establish cooperative agreements with other governmental agencies, school districts, and local sports associations. 2-5 years Develop relationships with all agencies and organizations associated with the Parks and Recreation department. Maintain good relationship with Sports Association in working with concession and maintenance agreements. W1Y Develop 5th Street Park as a neighborhood park with attractions encouraging interaction of community and family gatherings. W1Y
Provide valuable public services and amenities	Develop new programs of recreational and leisure activities for Sachse residents. 2-5 years
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Establish Vehicle and Equipment Replacement Schedule. 2-5 years Evaluate the need for a Parks Maintenance Shop and department structure. 5 years or more
Ensure effective communication exchange	Continue to use media including the City Website to promote recreational and leisure activities for the Sachse residents. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Facilitate greater interaction among residents in the community and within neighborhoods

Action: Successful Special Events including Pumpkin Prowl, Cookies with Santa and a Christmas Parade.

Action: Increase in volunteers - National Honor Society, Boy Scouts, Girl Scouts, Great American Cleanup and Arbor Day.

Strategic Objective: Provide valuable public services

Action: Offered over 300 recreation and senior activities.

Action: Obtained Tree City USA award for the sixth year.

Strategic Objective: Plan, Expand, Upgrade, and Maintain infrastructure

Action: Parks maintenance is now located in the old fire station on Hwy 78.

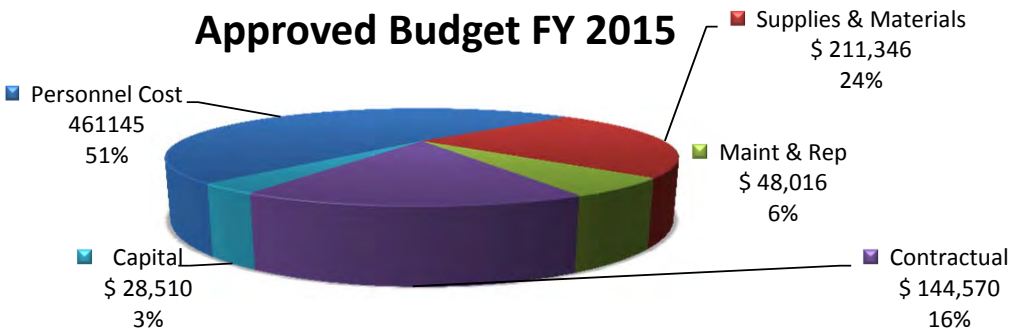
Action: Installed automated/remote irrigation controllers at Municipal Complex, Heritage Park, Salmon Park and Park Lake Park.

MAJOR BUDGETARY ISSUES

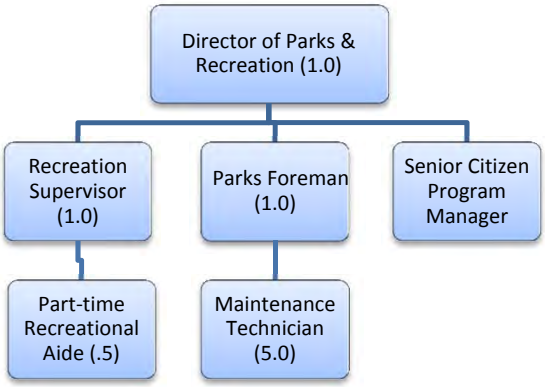
A $18,691 increase in water utilities is attributed to the increase in right-of-ways the City maintains. Heritage Park amenities that are under review include parking, lighting, developing Children's Medical areas and adding a sand volleyball court. These amenities were not included in this budget year but evaluation will continue for improvements in future budget years.

DEPARTMENT: PARKS AND RECREATION				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Parks Acres Maintained	139	149	149	150
Miles of Street Medians Maintained	6	7	7	8
Ball Field Maintenance	7	7	7	7
Grounds Maintenance	55	55	55	55
Green Space Added (acres)	7	10	0	0
Playground Replacement and Addition	0	0	1	1
Recreation Classes Special Events	226	224	239	246
Special Events	11	12	13	14
Tree City USA Award (# of years)	4	5	6	7

NA = Not Available



EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 361,630	$ 378,011	$ 394,813	$ 461,145	14%
Supplies & Materials	183,393	170,487	181,770	211,346	14%
Maintenance & Repairs	58,965	40,373	48,016	52,016	8%
Contractual	133,505	138,120	144,970	144,570	0%
Capital	0	0	8,500	28,510	0%
TOTAL	$ 737,493	$ 726,991	$ 769,569	$ 897,587	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	7	7	8	8	8
Continuous Part-Time	0.5	0.5	0.5	0.5	0.5
Seasonal	0	0	0	0	0
TOTAL	7.5	7.5	8.5	8.5	8.5

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
PARKS & RECREATION				
Personnel Costs				
Wages & Salaries	$ 299,923	$ 309,600	$ 306,926	$ 320,836
Overtime	8,180	8,000	7,932	8,000
Other Pay	306	300	301	300
Longevity Pay	1,884	2,244	2,172	2,628
Social Security & Med & FICA	22,689	24,586	23,401	25,700
TMRS Contributions	34,283	37,963	37,909	43,320
Vacation/Sick Leave Buy Back	3,792	3,235	3,699	4,184
Workers Compensation	6,745	7,670	7,102	7,854
Unemployment Tax	208	1,215	1,994	1,863
Employee Insurance Transfer Out			-	46,460
SUB-TOTAL	$ 378,011	$ 394,813	$ 391,436	$ 461,145
Supplies & Materials				
Utilities - Electric	$ 40,883	$ 39,632	$ 42,311	$ 45,912
Utilities - Gas	476	-	1,937	2,052
Utilities - Water	82,581	90,000	68,721	95,000
Utilities - Communications	4,823	5,388	5,484	7,092
Office Supplies	1,437	1,500	1,715	1,500
Postage	2,278	2,000	2,305	2,240
Chemical Supplies	2,817	6,500	5,390	6,500
Uniforms & Accessories	2,089	2,400	2,600	2,400
Small Tools & Equipment	6,643	7,900	7,827	7,900
Fuel & Lubricants	16,073	16,300	15,946	16,300
Special Events & Programs	6,422	6,500	6,729	21,300
Park Promotions	910	1,110	800	1,110
Dues & Subscriptions	1,390	1,240	1,776	1,615
Employee Training	1,664	1,200	2,375	1,825
Mileage Reimbursement	-	100	-	100
SUB-TOTAL	$ 170,487	$ 181,770	$ 165,915	$ 212,846
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 3,617	$ 5,000	$ 4,841	$ 5,000
Machinery Repairs & Maintenance	7,882	5,000	9,038	8,000
Building Repairs & Maintenance	1,004	2,000	2,190	2,000
Ballfield Maintenance	8,907	9,016	8,295	9,016
Playground Repairs & Maintenance	6,609	12,000	9,560	12,000
Irrigation Repairs & Maintenance	6,066	4,000	4,578	5,000
Erosion Repairs & Maintenance	205	3,000	2,675	3,000
Parks Maintenance & Repair	6,083	8,000	8,538	8,000
SUB-TOTAL	$ 40,373	$ 48,016	$ 49,715	$ 52,016
Contractual Services				
Printer Services	$ 5,800	$ 6,400	$ 6,116	$ 6,000
Contract Mowing Services	79,781	85,000	73,031	85,000

Recreation Program Contracts	51,147	50,000	48,638	50,000
Copier Rental & Maintenance	539	586	470	586
Equipment & Machinery Rental	853	2,000	1,552	2,000
Maintenance & Support Contracts	-	984	885	984
SUB-TOTAL	$ 138,120	$ 144,970	$ 130,691	$ 144,570
Capital Outlay				
Park Improvements	$ -	$ -	$ -	$ 2,510
Vehicles	24,846	-	-	26,000
Tools and Equipment over $5000	-	8,500	8,849	-
SUB-TOTAL	$ 24,846	$ 8,500	$ 8,849	$ 28,510
TOTAL PARKS & RECREATION	**$ 751,836**	**$ 778,069**	**$ 746,607**	**$ 899,087**

DEPARTMENT: SENIOR PROGRAMS	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Senior Citizen Programs are developed to serve the citizens of Sachse of retirement age to promote a greater interaction among residents and the community. The programs promote healthy, active recreational activities and opportunities to intermingle and enhance the quality of life for senior citizens.

STRATEGIC OBJECTIVES	GOALS
Facilitate greater interaction among residents in the community and within neighborhoods	Continue to facilitate interaction among members to provide quality, nurturing programs for all to enjoy. W1Y Continue to promote activities, events and trips that fosters an entertaining, uplifting experience for seniors thereby increasing membership. W1Y
Provide valuable public services and amenities	Develop new programs of recreational and leisure activities for Sachse residents. 2-5 years
Ensure financial stability	Work with Director of Parks and Recreation to offer all programs and activities while fiscally responsible and mindful of budget constraints. W1Y
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Establish Vehicle and Equipment Replacement Schedule for transportation needs. 2-5 years
Ensure effective communication exchange	Continue to use media including the City Website to promote recreational and leisure activities for the Sachse residents. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Facilitate greater interaction among residents in the community and within neighborhoods

Action: Attendance in senior activities reached over 19,500.

Strategic Objective: Ensure effective communication exchange

Action: Continued use of media and the City Website to promote Senior Programs including educational programs, health programs and volunteer programs.

Did you know?

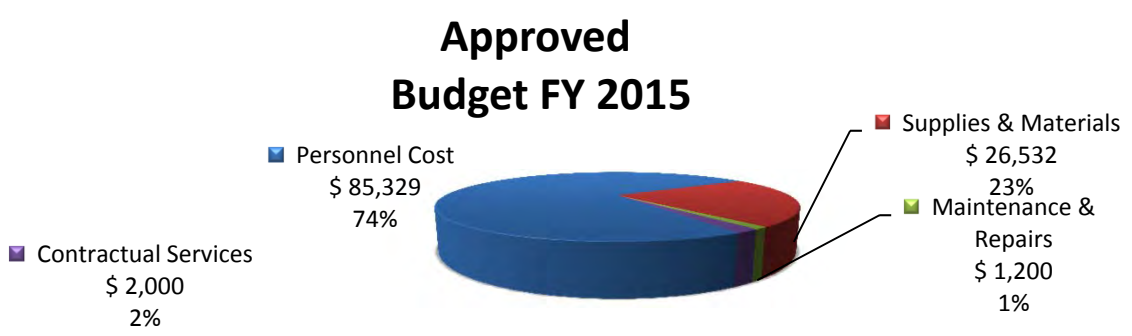
Transportation is provided to and from the Center Monday - Friday to Seniors residing in the City of Sachse? Call (972)495-6282 to schedule a ride 24

MAJOR BUDGETARY ISSUES

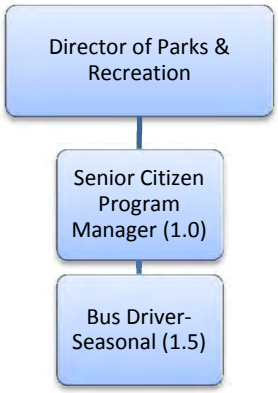
The decrease in supplies & materials for electric utilities offsets the increase in proposed budget for water utility services.

DEPARTMENT: SENIOR PROGRAMS				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Transportation-Doctors Visits	42	44	38	44
Transportation-Shopping & Entertainment	560	605	625	650
Annual Attendance-Senior Activities	15,700	18,455	19,500	20,000
Hours of Operation	8-4 M-F	8-4 M-F	8-4 M-F	8-4 M-F
Memberships	215	232	260	305

NA = Not Available



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 70,502	$ 72,724	$ 75,837	$ 85,329	11%
Supplies & Materials	27,342	26,126	27,305	26,532	-3%
Maintenance & Repairs	1,145	438	1,200	1,200	0%
Contractual Services	2,178	2,136	2,184	2,000	-9%
TOTAL	$ 101,167	$ 101,424	$ 106,526	$ 115,061	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	1	1	1	1	1
Continuous Part-Time	0	0	0	0	0
Seasonal	0.5	1.5	1.5	1.5	1.5
TOTAL	1.5	2.5	2.5	2.5	2.5

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
SENIOR PROGRAMS				
Personnel Costs				
Wages & Salaries	$ 60,306	$ 62,094	$ 62,522	$ 62,470
Overtime	-	-	54	-
Longevity Pay	412	460	460	508
Social Security & Med & FICA	4,280	4,875	4,362	4,912
TMRS Contributions	5,933	6,215	6,163	8,279
Vacation Sick Leave Buy Back	1,131	1,176	1,154	1,191
Workers Compensation	618	742	687	730
Unemployment Tax	44	275	411	414
Employee Insurance Transfer Out			-	6,825
SUB-TOTAL	$ 72,724	$ 75,837	$ 75,813	$ 85,329
Supplies & Materials				
Utilities - Electric	$ 19,011	$ 20,526	$ 19,448	$ 19,824
Utilities - Water	997	1,035	1,028	1,116
Utilities - Communications	251	264	182	192
Office Supplies	1,720	1,600	1,556	1,600
Special Programming Supplies	1,360	1,200	1,144	1,200
Uniforms and Accessories	-	80	85	-
Small Tools & Equipment	323	300	525	300
Fuel & Lubricants	1,598	1,600	2,345	1,600
Senior Trips & Activities	645	700	120	700
Dues & Subscription	220	-	85	-
SUB-TOTAL	$ 26,126	$ 27,305	$ 26,518	$ 26,532
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 438	$ 1,200	$ 2,741	$ 1,200
SUB-TOTAL	$ 438	$ 1,200	$ 2,741	$ 1,200
Contractual Services				
Copier Rental & Maintenance	$ 2,136	$ 2,184	$ 1,496	$ 2,000
SUB-TOTAL	$ 2,136	$ 2,184	$ 1,496	$ 2,000
TOTAL SENIOR PROGRAMS	**$ 101,425**	**$ 106,526**	**$ 106,567**	**$ 115,061**

DEPARTMENT: LIBRARY	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Sachse Public Library is to provide equitable access to the evolving world of information, education, and leisure, which will enhance the vitality of life in the City of Sachse. The mission of the Sachse Public Library is to provide an easily available collection of information and artistic expression for all ages.

STRATEGIC OBJECTIVES	GOALS
Facilitate greater interaction among residents in the community and within neighborhoods	Continue developing partnerships with public libraries and community groups.
Provide valuable public services and amenities	Enhance programs and update the Library's collections to appeal to more citizens and increase participation and circulation. Build E-book collection.
Ensure financial stability	Encourage Friends of the Library support to increase material buying power and apply for grants.
Ensure effective communication exchange	Continue to promote through social media, flyers, City marquee and Sachse News. Continue to promote participation through e-mail notices to local citizens and businesses, as well as the City website. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Facilitate greater interaction among residents in the commmunity.

Action: Expanding programs to reach different demographics.

Strategic Objective: Provide valuable public services.

Action: Received TML's Excellence in Libraries Award for the 8th year in a row.

Strategic Objective: Ensure Financial Stability

Action: Received Hancher Grant for $24,999 that was used to enhance library services 2. Continue to research grant opportunities.

Did you know?

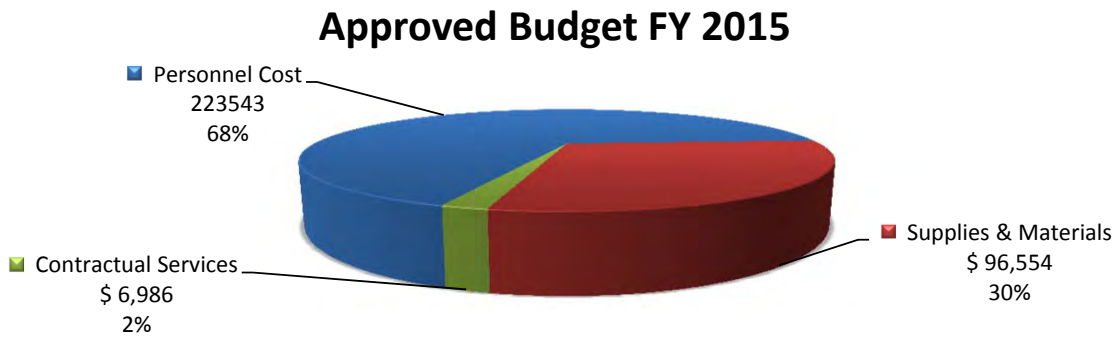
The Excellence in Libraries Award is an honor given annually to libraries that demonstrate service excellence in ten specific areas: Summer Reading Program; Services to the Underserved; Enhanced Service; Marketing Materials; Policies and Procedures; Programming for Adults and Families; Literacy Support; Collaborative Efforts; Staff Training; and Library Web Presence.

MAJOR BUDGETARY ISSUES

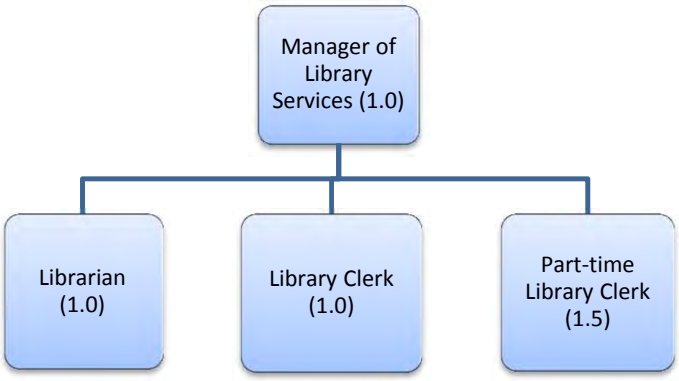
Program attendees, door count, and internet usage continued to increase in FY 2014. The library continues to offer the same number of programs annually. Staffing, book funds and technology for RFID security system and self-checkouts will be reviewed for future budgets.

DEPARTMENT: LIBRARY				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Circulation	85,138	91,461	101,076	103,000
Program Attendance	4,625	5,161	5,805	6,100
Programs	98	97	111	112
New Patrons	1,128	1,134	1,133	1,250
Titles in Collection	38,761	40,169	43,935	46,000
New Books Added	4,563	4,563	4,709	4,000
E-books	0	0	928	1,500
Excellence in Libraries Award (# of years)	6	7	8	9

NA = Not Available



EXPENDITURES	**Actual 2010/11**	**Actual 2011/12**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 186,345	$ 201,470	$ 203,287	$ 223,543	9%
Supplies & Materials	70,790	75,403	84,975	96,554	12%
Contractual Services	8,662	6,939	6,740	6,986	4%
TOTAL	$ 265,797	$ 283,812	$ 295,002	$ 327,083	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	4	4	4	3	3
Continuous Part-Time	0.5	0.5	0.5	1.5	1.5
Seasonal	0	0	0	0	0
TOTAL	4.5	4.5	4.5	4.5	4.5

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
LIBRARY SERVICES				
Personnel Costs				
Wages & Salaries	$ 168,993	$ 167,358	$ 167,720	$ 167,582
Overtime	9	250	-	250
Longevity Pay	1,364	894	1,016	1,134
Social Security & Med & FICA	13,000	12,930	12,879	13,090
TMRS Contributions	17,251	19,965	19,957	22,065
Vacation/Sick Leave Buy Back	155	519	423	2,149
Workers Compensation	587	561	519	561
Unemployment Tax	110	810	1,244	1,242
Employee Insurance Transfer Out	-	-	-	15,470
SUB-TOTAL	$ 201,470	$ 203,287	$ 203,759	$ 223,543
Supplies & Materials				
Utilities - Electric	$ 9,656	$ 9,247	$ 8,649	$ 10,164
Utilities - Gas	2,275	1,937	3,250	3,420
Utilities - Water	1,004	1,034	1,022	1,116
Utilities - Communications	9,081	9,972	9,681	9,336
Office Supplies	2,437	2,660	3,137	2,660
Postage	23	300	174	300
Library Supplies	3,871	4,000	3,997	4,333
Library Books & Media	38,842	45,400	44,834	50,000
Special Programming Supplies	2,834	3,000	2,996	3,500
Uniforms & Accessories	-	125	188	125
Small Tools & Equipment	2,332	700	822	300
Special Events & Programs	-	-	-	4,200
Dues & Subscriptions	1,061	3,900	3,339	4,000
Employee Training	1,987	2,700	2,592	3,100
SUB-TOTAL	$ 75,403	$ 84,975	$ 84,683	$ 96,554
Contractual Services				
Printer Services	$ 52	$ -	$ -	$ -
Copier Rental & Maintenance	1,771	1,790	1,780	1,886
Maintenance & Support Contracts	5,116	4,950	4,491	5,100
SUB-TOTAL	$ 6,939	$ 6,740	$ 6,272	$ 6,986
TOTAL LIBRARY SERVICES	**$ 283,812**	**$ 295,002**	**$ 294,713**	**$ 327,083**

DEPARTMENT: COMMUNITY DEVELOPMENT	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Community Development Department is dedicated to ensuring the health, safety and welfare of the public through comprehensive reviews and inspections of construction projects, development projects, and enforcing health, maintenance and zoning codes in accordance with established codes and ordinances. The Director of Community Development is directly responsible for the oversight of building Inspections, environmental health and planning functions.

STRATEGIC OBJECTIVES	GOALS
Enhance community aesthetics and promote positive environmental image	Review and revise existing development regulations by updating zoning and subdivision ordinances. 2-5 years
Provide valuable public services and amenities	Implementation of Update of Texas Commission on Environmental Quality Storm water Management Plan. 2-5 years
Ensure effective communication exchange	Continue to utilize media to communicate code and ordinance requirements including the City website. W1Y
	Continue to utilize media regarding Mosquito Action Plan notifications to public. W1Y
Retain a high-quality workforce	Ongoing training and education for all building inspectors to remain current with all applicable codes and ordinances. W1Y
	Receive staff training in GIS software to increase GIS capabilities. 2-5 years

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Enhance community aesthetics and promote positive environmental image

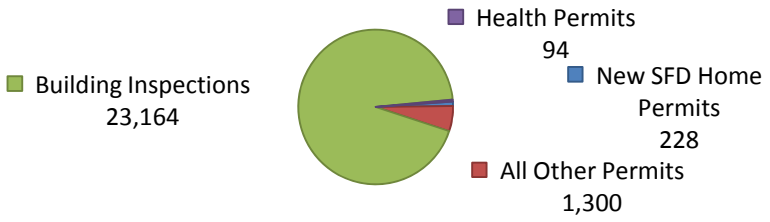
Action: Three Individual Ordinance Amendments: Miscellaneous Regulation on E-Cigarette Sales and Use, Landscaping & Screening and Accessory Buildings.

Strategic Objective: Provide valuable public services

Action: Reviewed approximately 30 zoning, platting, and variance requests.

Action: Continued the Mosquito Action Plan to provide guidance for coordination with other governmental entities with the goal of control of West Nile Virus.

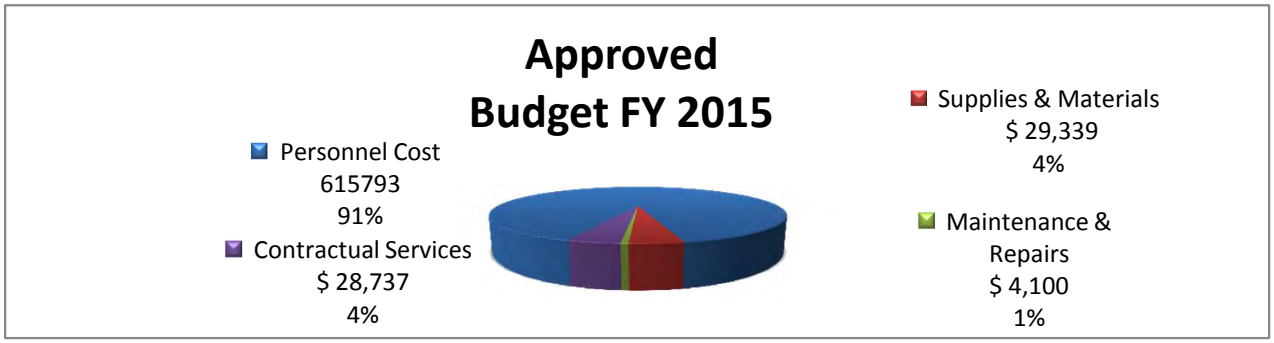
Action: In second year of new "MS4" storm water permit requirements.



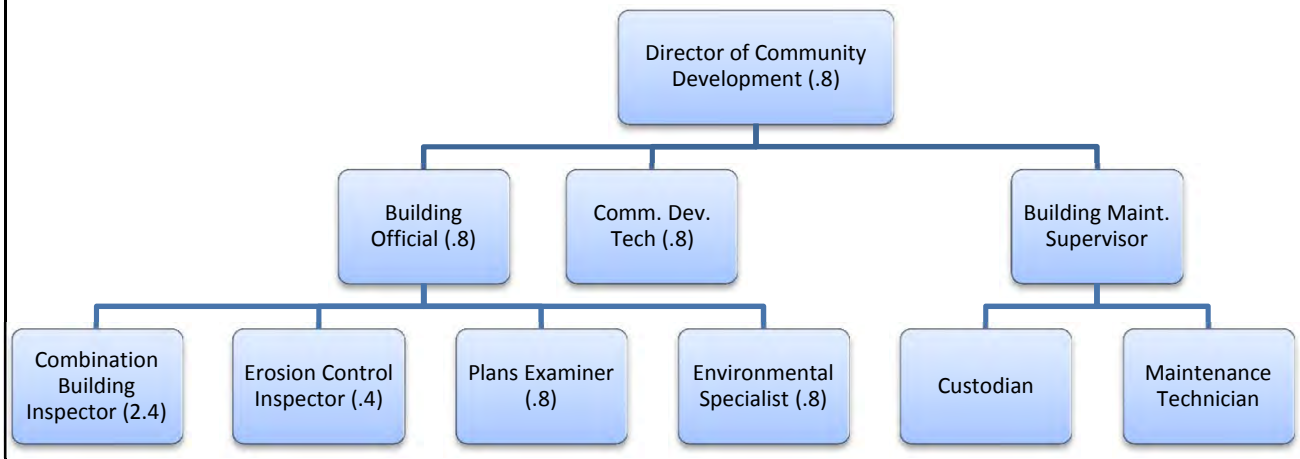
MAJOR BUDGETARY ISSUES

Based on the Citizen Comprehensive Plan Committee, an update of the Comprehensive Plan would be desirable in the near future. A small increase in the Dallas County contract for hazardous household waste disposal was noted in last year's budget due to an increase in citizen participation, however, there is no increase for this year.

DEPARTMENT: COMMUNITY DEVELOPMENT				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
New SFD Home Permits	135	135	246	228
All Other Permits	1,137	1,171	1,458	1,300
Building Inspections	14,246	16,545	25,151	23,164
Health Permits Issued	52	58	63	94



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 519,559	$ 538,035	$ 552,050	$ 615,793	10%
Supplies & Materials	25,243	23,751	27,765	29,339	5%
Maintenance & Repairs	1,897	3,223	4,100	4,100	0%
Contractual Services	28,300	23,688	28,737	28,737	0%
TOTAL	$ 574,998	$ 588,697	$ 612,652	$ 677,969	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	7	7	6.4	6.4	6.4
Continuous Part-Time	0	0	0	0	0.4
Seasonal	0	0	0	0	0
TOTAL	7	7	6.4	6.4	6.8

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
COMMUNITY DEVELOPMENT				
Personnel Costs				
Wages & Salaries	$ 438,582	$ 446,225	$ 401,693	$ 456,097
Overtime	496	-	10,496	-
Other Pay	1,491	1,500	891	900
Longevity Pay	4,028	4,472	3,808	3,640
Social Security & Med & FICA	32,553	35,120	30,580	35,762
TMRS Contributions	51,292	54,229	50,064	60,281
Vacation/Sick Leave Buy Back	6,434	6,889	6,607	6,839
Workers Compensation	3,088	2,535	2,347	2,589
Unemployment Tax	72	1,080	1,864	1,863
Non-wage Compensation	-	-	4,902	-
Employee Insurance Transfer Out	-	-	-	47,822
SUB-TOTAL	$ 538,035	$ 552,050	$ 513,251	$ 615,793
Supplies & Materials				
Utilities - Communications	$ 6,324	$ 7,020	$ 7,517	$ 8,472
Office Supplies	2,177	3,125	2,716	3,125
Building Code Materials	775	1,000	948	1,000
Uniforms & Accessories	145	410	455	385
Small Tools & Equipment	514	1,300	785	1,300
Fuel & Lubricants	6,653	5,000	6,802	5,000
Printing Supplies	1,363	1,900	1,570	1,900
Dues & Subscriptions	2,236	1,860	1,331	2,007
Employee Training	3,333	4,650	4,148	5,650
Mileage Reimbursement	231	500	599	500
SUB-TOTAL	$ 23,751	$ 26,765	$ 26,871	$ 29,339
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 3,223	$ 4,100	$ 4,163	$ 4,100
SUB-TOTAL	$ 3,223	$ 4,100	$ 4,163	$ 4,100
Contractual Services				
Professional Services	$ 16,102	$ 10,605	$ 19,286	$ 15,605
Copier Rental & Maintenance	1,780	1,777	1,768	1,777
Maintenance & Support Contracts	5,806	5,355	4,524	11,355
SUB-TOTAL	$ 23,688	$ 17,737	$ 25,578	$ 28,737
TOTAL COMMUNITY DEVELOPMENT	**$ 588,698**	**$ 600,652**	**$ 569,864**	**$ 677,969**

DEPARTMENT: STREETS & DRAINAGE	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Street Department strives to provide and maintain a safe and reliable transportation system for the citizens of Sachse and perpetuate a superior quality of life for the community. This department also performs a wide array of duties including stormwater drainage maintenance, right of way maintenance, traffic and regulatory signage, alleyway and sidewalk repair.

STRATEGIC OBJECTIVES	GOALS
Provide reliable, safe, and effective transportation related services and amenities.	Continue to maintain and improve existing roadways to provide a safe and reliable transportation system.
Expand infrastructure monitoring and departmental capabilities.	Establish pavement assessment program. 1yr Finalize equipment and vehicle replacement policy. 1yr Closely monitor stormwater drainage system fixtures and be pro-active in repairs. Ongoing
Ensure fiscal responsibility	Continue to utilize funding sources such as the CDBG program to supplement construction costs. Ongoing Provide high quality results in a cost effective manner. Ongoing
Ensure effective communication exchange	Work closely with Engineering and other departments in order to deliver high quality project results. Ongoing

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide safe effective transportation services

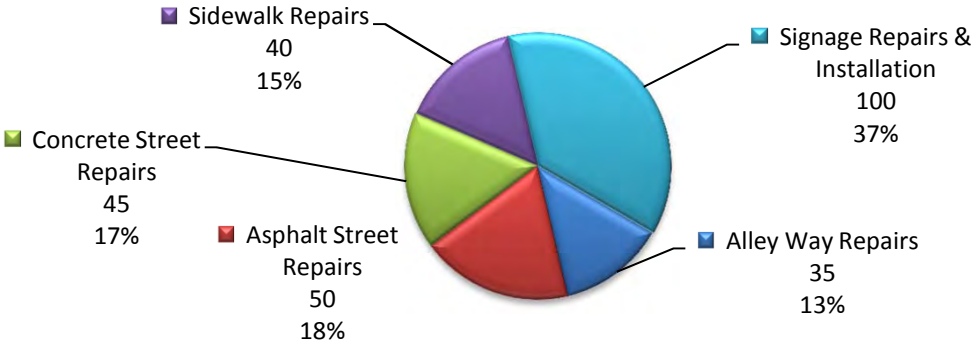
Action: Woodbridge Pkwy. and Hudson Drive extensions

Action: Haverhill Ln. and Brookhollow pavement reconstruction

Action: Sachse Rd. major asphalt repairs

Strategic Objective: Ensure fiscal responsibility

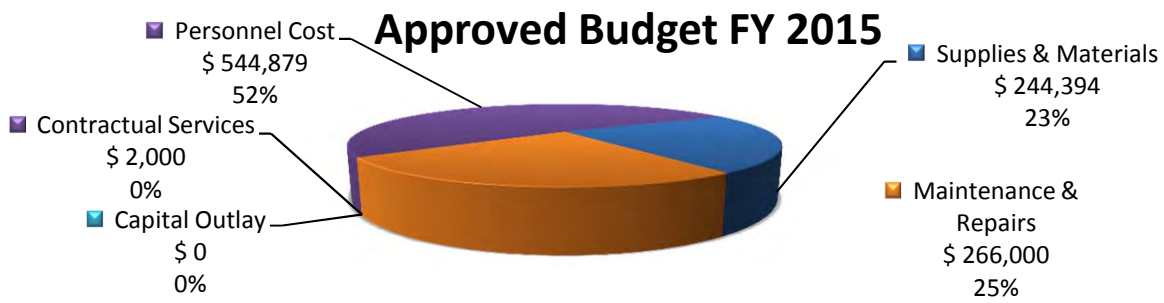
Action: Continued use of CDBG funds for street reconstructions.



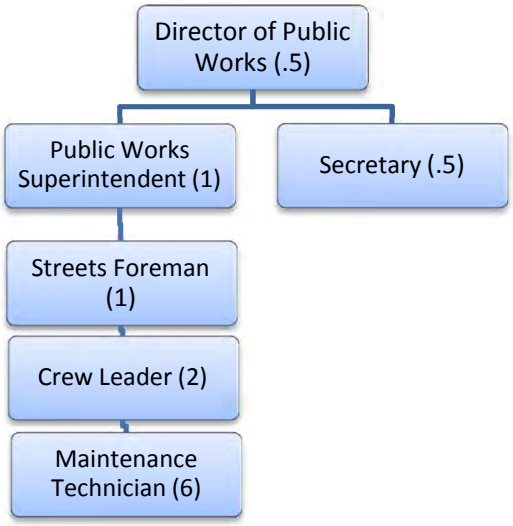
MAJOR BUDGETARY ISSUES

Additional funding for the reconstruction of aging roadways and other eligible infrastructure is now available with the Street Maintenance Tax approved by taxpayers.

DEPARTMENT: STREETS & DRAINAGE				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Alley Way Repairs	40	35	40	45
Asphalt Street Repairs	55	50	45	50
Concrete Street Repairs	45	45	50	55
Sidewalk Repairs	30	40	50	60
Signage Repairs & Installation	115	100	110	120



EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 425,856	$ 460,138	$ 477,545	$ 544,879	12%
Supplies & Materials	218,995	213,967	239,925	244,394	2%
Maintenance & Repairs	141,110	264,718	266,000	266,000	0%
Contractual Services	2,483	1,783	2,056	2,000	-3%
Capital Outlay	0	202,635	75,000	0	0%
TOTAL	$ 788,444	$ 1,143,241	$ 1,060,526	$ 1,057,273	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	11.5	11	11	11	11
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	11.5	11	11	11	11

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
STREETS & DRAINAGE				
Personnel Costs				
Wages & Salaries	$ 355,453	$ 361,809	$ 342,192	$ 364,353
Overtime	5,603	8,625	3,641	8,625
Other Pay	60	-	-	-
Longevity Pay	2,174	3,100	2,582	3,516
Social Security & Med & FICA	27,456	28,956	26,229	29,101
TMRS Contributions	41,778	44,712	41,661	49,053
Vacation/Sick Leave Buy Back	4,138	4,973	3,843	3,912
Workers Compensation	23,357	23,885	22,116	23,806
Unemployment Tax	119	1,485	2,290	2,277
Employee Insurance Transfer Out			-	60,236
SUB-TOTAL	$ 460,138	$ 477,545	$ 444,554	$ 544,879
Supplies & Materials				
Utilities - Electric	$ 168,382	$ 174,409	$ 168,592	$ 177,804
Utilities - Gas	666	551	1,003	1,044
Utilities - Water	239	213	277	318
Utilities - Communications	6,531	7,752	5,806	6,228
Postage	26	-	-	-
Uniforms & Accessories	2,944	3,200	3,008	3,200
Small Tools & Equipment	4,806	6,000	6,712	6,000
Fuel & Lubricants	20,969	20,000	20,234	22,000
Street Sign Replacement	22,472	25,000	27,011	25,000
Barricades & Lighting	(13,123)	2,500	(602)	2,500
Employee Training	55	300	123	300
SUB-TOTAL	$ 213,967	$ 239,925	$ 232,163	$ 244,394
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 11,950	$ 10,000	$ 6,304	$ 10,000
Machinery Repairs & Maintenance	6,879	6,000	10,281	6,000
Street Repairs & Materials	245,888	250,000	172,068	250,000
SUB-TOTAL	$ 264,718	$ 266,000	$ 188,653	$ 266,000
Contractual Services				
Copier Rental & Maintenance	$ 1,056	$ 1,056	$ 440	$ 1,000
Equipment & Machinery Rental	727	1,000	1,859	1,000
SUB-TOTAL	$ 1,783	$ 2,056	$ 2,299	$ 2,000
Capital Outlay				
Tools and Equipment over $5000	$ 23,635	$ 50,000	$ 49,980	$ -
Vehicles	-	25,000	-	-
Transfer to Capital Projects	179,000	-	-	-
SUB-TOTAL	$ 202,635	$ 75,000	$ 49,980	$ -
TOTAL STREETS & DRAINAGE	**$ 1,143,240**	**$ 1,060,526**	**$ 917,650**	**$ 1,057,273**

DEPARTMENT: FACILITIES MAINTENANCE	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

Building/Facility Maintenance provides the necessary service and maintenance of city buildings and associated equipment, enabling city departments to function efficiently. This department provides the municipality with safe, comfortable, and clean environments for citizens and employees who use city buildings and facilities, while minimizing public inconvenience and disruption of City business.

STRATEGIC OBJECTIVES	GOALS
Provide valuable public services and amenities	Continue to maintain all facilities to provide safe, comfortable and clean environments for citizens and employees. W1Y
Ensure financial stability	Maintain HVAC units in all City facilities. W1Y Increase the purchases of energy efficient products. 2-5 years
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Establish Inventory and Equipment Replacement Schedule for capital outlay. 2-5 years

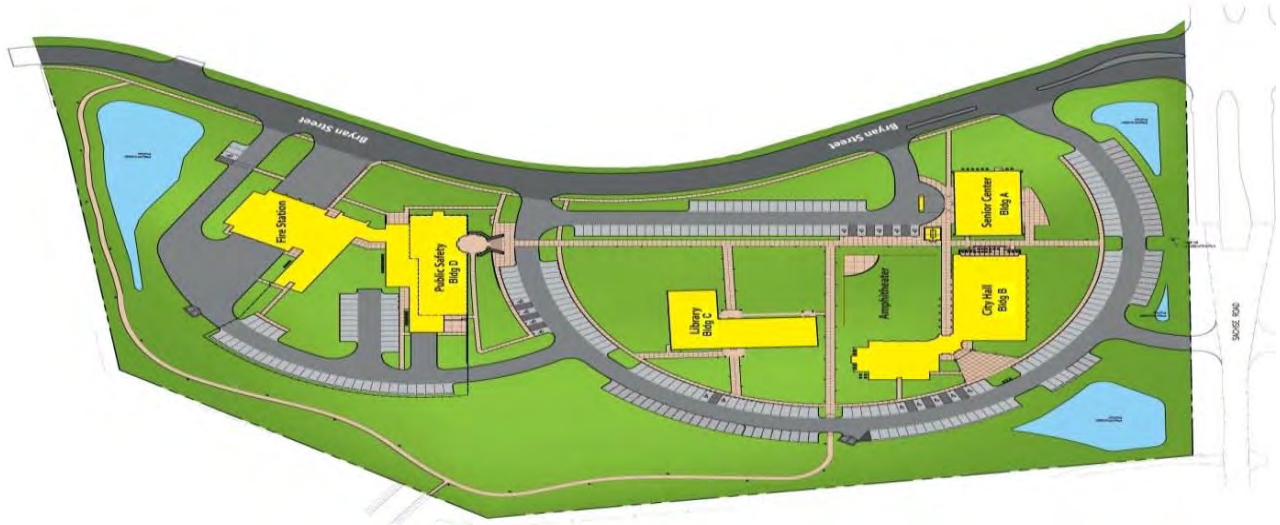
MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Ensure effective communication exchange

Action: Implemented work order tracking software program.

Strategic Objective: Provide valuable public service and amenities

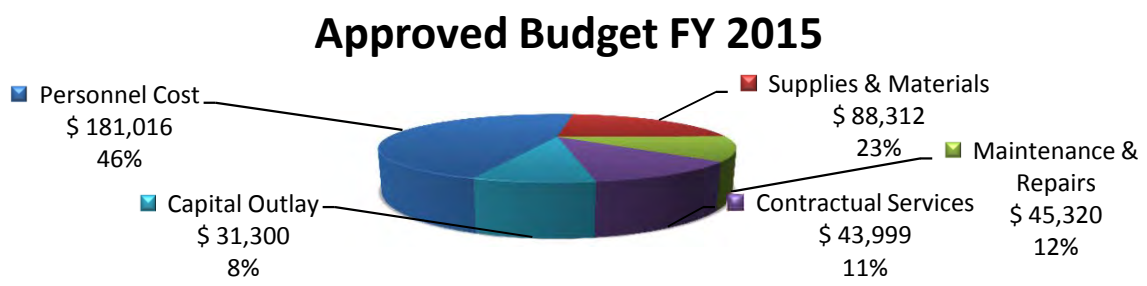
Action: Provided maintenance and custodial services for all 16 City facilities.



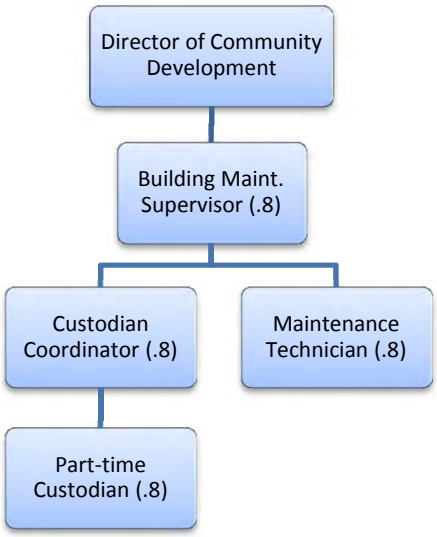
MAJOR BUDGETARY ISSUES

Contractual services increased due to Workorder Tracking software. Maintenance personnel currently assist custodial staff with cleaning existing facilities which limits the amount of maintenance tasks that can be undertaken.

DEPARTMENT: FACILITIES MAINTENANCE				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Work Orders Completed	N/A	N/A	420	420
HVAC Units Repaired	N/A	N/A	22	22
HVAC Units Replaced	2	2	-	-
Roof Repairs	N/A	N/A	1	-
Buildings Cleaned	5	5	5	5
Buildings Maintaned	16	16	16	16
Building Remodels	-	-	-	-



EXPENDITURES	**Actual 2011/12**	**Actual 2011/12**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 153,763	$ 153,763	$ 159,931	$ 181,016	12%
Supplies & Materials	74,331	74,331	82,518	88,312	7%
Maintenance & Repairs	37,449	37,449	36,690	45,320	19%
Contractual Services	9,659	9,659	40,499	43,999	8%
Capital Outlay	0	0	0	31,300	100%
TOTAL	$ 275,202	$ 275,202	$ 319,638	$ 389,947	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Budget 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	2.4	2.4	2.4	2.4	2.4
Continuous Part-Time	0.8	0.8	0.8	0.8	0.8
Seasonal	0	0	0	0	0
TOTAL	3.2	3.2	3.2	3.2	3.2

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
FACILITY MAINTENANCE				
Personnel Costs				
Wages & Salaries	$ 115,135	$ 126,547	$ 123,425	$ 127,848
Overtime	246	1,000	1,169	1,000
Longevity Pay	1,740	932	958	164
Auto Allowance	679	-	504	600
Social Security & Med & FICA	8,830	9,879	9,480	9,915
TMRS Contributions	10,960	15,254	14,888	16,714
Vacation/Sick Leave Buy Back	-	658	112	-
Workers Compensation	5,201	4,986	4,705	4,873
Unemployment Tax	329	675	1,158	1,035
Employee Insurance Transfer Out	-	-	-	18,867
SUB-TOTAL	$ 143,120	$ 159,931	$ 156,399	$ 181,016
Supplies & Materials				
Utilities - Electric	$ 46,576	$ 61,552	$ 54,244	$ 52,896
Utilities - Gas	1,214	1,861	3,463	3,504
Utilities - Water	1,307	1,189	1,184	1,296
Utilities - Communications	1,168	1,116	1,044	1,116
Office Supplies	7	-	-	-
Uniforms & Accessories	165	700	368	700
Small Tools & Equipment	849	1,000	733	1,000
Janitorial Supplies	20,067	25,000	22,794	25,000
Fuel & Lubricants	2,059	2,000	1,118	2,000
Employee Training	918	100	112	800
SUB-TOTAL	$ 74,330	$ 94,518	$ 85,061	$ 88,312
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 298	$ 690	$ 73	$ 690
Building Repairs & Maintenance	37,151	36,000	42,969	44,630
SUB-TOTAL	$ 37,449	$ 36,690	$ 43,042	$ 45,320
Contractual Services				
Building Custodial Services	$ 24,943	$ 17,920	$ 18,667	$ 17,920
Maintenance & Support Contracts	-	22,579	15,471	26,079
SUB-TOTAL	$ 24,943	$ 40,499	$ 34,137	$ 43,999
Capital Outlay				
Tools and Equipment over $5000	$ -	$ -	$ -	$ 31,300
SUB-TOTAL	$ -	$ -	$ -	$ 31,300
TOTAL FACILITIES MAINTENANCE	**$ 279,842**	**$ 331,638**	**$ 318,639**	**$ 389,947**

DEPARTMENT: POLICE	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

It is the Mission of the Sachse Police Department to safeguard the lives and property of the citizens we serve. While doing so, officers and employees will respect and protect the rights and dignity of all citizens and promote strong personal values. The Sachse Police Department will remain proactive by continually fostering partnerships with the community that create a safe environment that is free of fear. It is our pledge that the Department will uphold the Public Trust by performing these duties with Compassion, Respect, Honor and Integrity.

Values: Compassion: Sympathetic awareness of others.
Respect: Treating all people fairly while safeguarding their rights.
Honor: To show merited respect of others.
Integrity: To live and work in accordance with high ethical standards.

STRATEGIC OBJECTIVES	GOALS
Facilitate greater interaction among residents in the community and within neighborhoods	Continue the growth of the Neighborhood Video Partnership program throughout the community and neighborhoods of Sachse. Continue Business E-Watch for the business community to help protect life and property by keeping businesses informed. W1Y Continue Neighborhood E-Watch for friends and neighbors to help protect life and property by keeping citizens informed. W1Y
Ensure public safety	Continue Value-Based Policing to provide a safe, secure community environment for all residents. The Sachse Police serve the community by
Ensure effective communication exchange	Continue to replace portable radios with digital capable radios to enhance communications. Phase in upgraded in-car videos to improve the collection, preservation and long term storage of Police Video.
Retain a high-quality workforce	Pursue dynamic driving training Continue enrollment for Sergeants, Lieutenants, Field Training Officers in the Leadership Training Series

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Facilitate greater interaction among residents in the community and within neighborhoods.

Action: Creation and implementation of Neighborhood Video Partnership program

Action: Expansion of Neighborhood E-Watch to computers and text messaging

Action: Continue to expand business ewatch to include new business as that segment of the community grows.

Strategic Objective: Ensure public safety

Action: Create and present to the community the Active Shooter Program. To date we have presented this program to over 200 citizens.

Did you Know?

In a city-wide emergency, you can be notified through the Reverse 9-1-1 Notification System using your landline? If you do not have a landline, contact (469)429-1204 to be added to the notification system.

Action: Continue to participate in the FDA take back initiative. This event occurs twice each year. The first event, in April, brought in 292 pounds of prescription drugs.

Strategic Objective: Retain a high-quality workforce

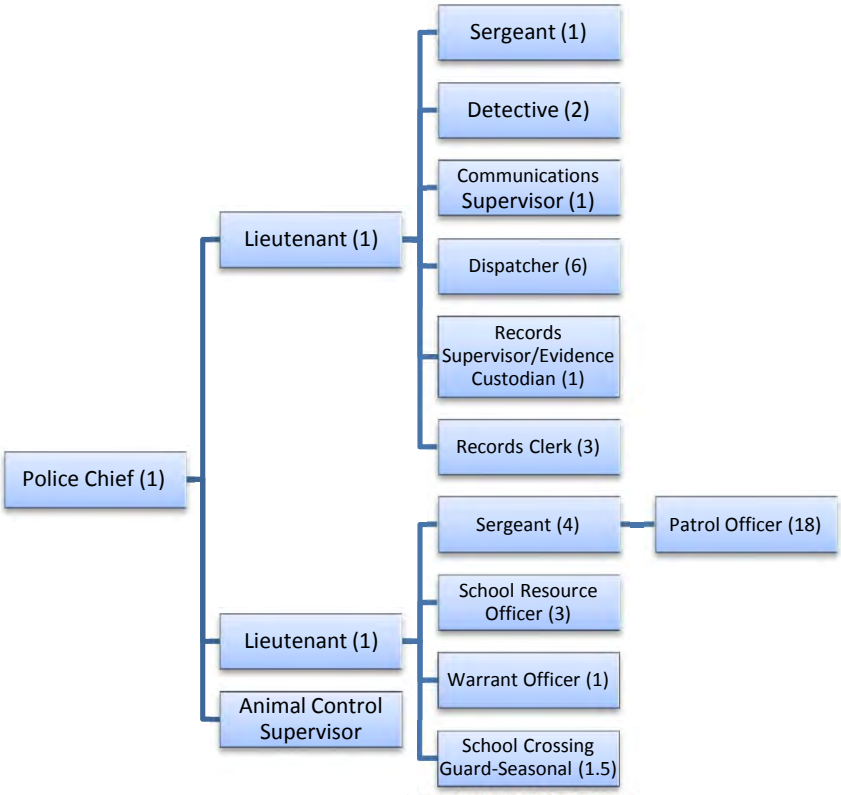
Action: Continue high levels of training for all personnel, to include advanced tactical drivers training

MAJOR BUDGETARY ISSUES

Our focus remains on training and equipment upgrades. We have begun a multi-year involvement with Leadership training for all staff and field training officers. This commitment will take at least three years to complete. From an equipment standpoint; we hope to continue replacing portable and mobile radios with digital capable ones. We will need two vehicles for the marked patrol fleet and one for the support fleet. In training we hope to continue to take our tactical and firearms training to a new level with the use of equipment like Simunitions Firearms training tools and mats.

DEPARTMENT: POLICE				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Traffic Accidents	190	187	166	200
Burglaries & Thefts	30	49	39	60
Criminal Mischief	113	54	37	55
Family Violence	36	30	39	55
911 Calls	7,800	7,562	6,675	8,000
Adult Arrests	677	643	526	700
Juvenile Detentions	28	26	12	20
Citations	2,568	1,260	1,360	2,000
Warrants Cleared	1,280	1,262	921	1,000

EXPENDITURES	Actual 2010/11	Actual 2011/2	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 2,567,624	$ 2,592,985	$ 2,786,519	$ 3,316,542	16%
Supplies & Materials	236,312	259,530	246,052	249,476	1%
Maintenance & Repairs	38,919	37,071	34,500	34,500	0%
Contractual Services	84,448	95,004	98,537	100,885	2%
Capital Outlay	0	166,387	0	107,511	0%
TOTAL	$ 2,927,303	$ 3,150,977	$ 3,165,608	$ 3,808,914	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	42	42	43	43	45
Continuous Part-Time	0	0	1	1	1
Seasonal	1.5	1.5	1.5	1.5	1.5
TOTAL	43.5	43.5	45.5	45.5	47.5

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
POLICE				
Personnel Costs				
Wages & Salaries	$ 1,997,481	$ 2,144,351	$ 1,937,958	$ 2,332,872
Overtime	100,690	80,000	131,922	84,800
Other Pay	14,358	15,001	15,837	13,501
Longevity Pay	13,544	14,720	14,672	14,632
Social Security & Med & FICA	158,448	174,435	156,831	189,394
TMRS Contributions	239,471	270,305	247,934	314,736
Vacation/Sick Leave Buy Back	19,810	26,121	23,150	28,846
Workers Compensation	48,098	55,440	51,286	59,886
Unemployment Tax	1,085	6,146	9,302	9,674
Employee Insurance Transfer Out			-	268,201
SUB-TOTAL	$ 2,592,985	$ 2,786,519	$ 2,588,893	$ 3,316,542
Supplies & Materials				
Utilities - Electric	$ 36,070	$ 36,060	$ 37,145	$ 38,388
Utilities - Gas	2,342	1,921	2,839	2,796
Utilities - Water	5,158	5,709	4,141	5,136
Utilities - Communications	41,752	45,132	42,934	42,156
Office Supplies	11,157	9,500	12,160	9,700
Postage	93	400	289	200
Laboratory Supplies & Equipment	237	750	790	750
Crime Prevention Supplies	4,482	5,000	3,869	5,000
Crime Investigation Supplies	4,150	5,000	3,107	5,000
Uniforms & Accessories	20,937	20,000	23,504	20,000
Small Tools & Equipment	14,908	16,030	14,144	14,500
Fuel & Lubricants	91,614	70,000	81,577	75,000
Auto Parts & Supplies	1,219	1,500	3,506	1,800
Community Relations & Special Events	1,239	1,500	1,184	1,500
Dues & Subscriptions	1,162	2,800	3,426	2,800
Employee Training	22,366	24,000	24,407	24,000
Mileage Reimbursement	643	750	177	750
SUB-TOTAL	$ 259,530	$ 246,052	$ 259,200	$ 249,476
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 31,923	$ 30,000	$ 34,731	$ 30,000
Office Equipment Repairs & Maintenance	5,148	4,500	4,166	4,500
SUB-TOTAL	$ 37,071	$ 34,500	$ 38,896	$ 34,500
Contractual Services				
Printer Services	$ 1,045	$ 2,000	$ 838	$ 2,000
Prisoner Care	4,132	3,500	2,813	3,000
Motor Cycle Rental Program	15,729	15,000	15,500	15,000
Copier Rental & Maintenance	6,920	7,237	4,203	6,765
Maintenance & Support Contracts	49,906	53,300	47,062	56,620
Garland Radio Maintenance & Frequency	17,274	17,500	15,518	17,500
SUB-TOTAL	$ 95,004	$ 98,537	$ 85,933	$ 100,885
Capital Outlay				
Police Vehicles	$ 134,861	$ -	$ -	$ 70,000
Tools & Equipment over $5000	13,908	-	-	20,000
Communication Equipment	17,618	-	-	17,511
SUB-TOTAL	$ 166,387	$ -	$ -	$ 107,511
TOTAL POLICE	**$ 3,150,977**	**$ 3,165,608**	**$ 2,972,921**	**$ 3,808,914**

DEPARTMENT: ANIMAL CONTROL	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Animal Control department provides highly professional, humane services to unite owners with their lost pets and to promote the adoption of unclaimed, unwanted, stray, and abandoned pets within the Sachse city limits while controlling and preventing the transmission of rabies and other zoonotic diseases to protect the public health, safety, and welfare of the citizens of Sachse.

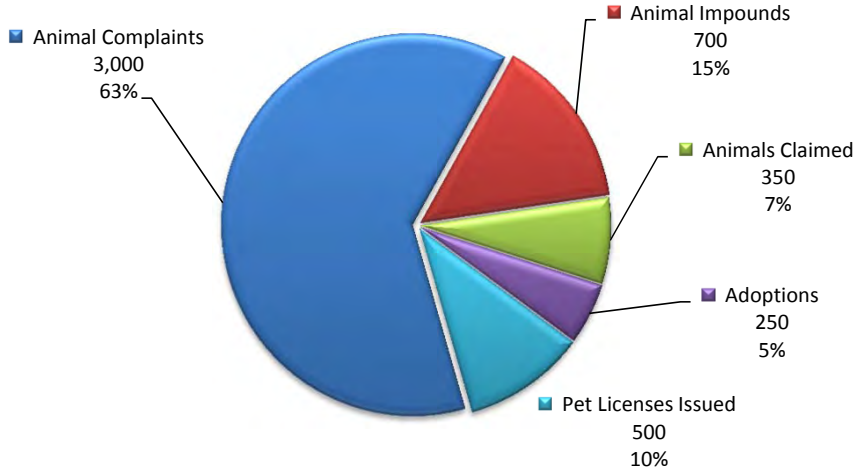
STRATEGIC OBJECTIVES	GOALS
Provide valuable public services and amenities	Continue to unite owners with their lost pets and to promote the adoption of pets. W1Y Continue to prevent and control the transmission of rabies and other zoonotic diseases. W1Y
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Continue to research building and equipment needs
Ensure effective communication exchange	Continue use of media including City website and social media to inform the citizens of high quality services available. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public service and amenities

Action: Refocus on the care and sanitary conditions of the animal shelter

Action: Continued to improve on adoption pre-care

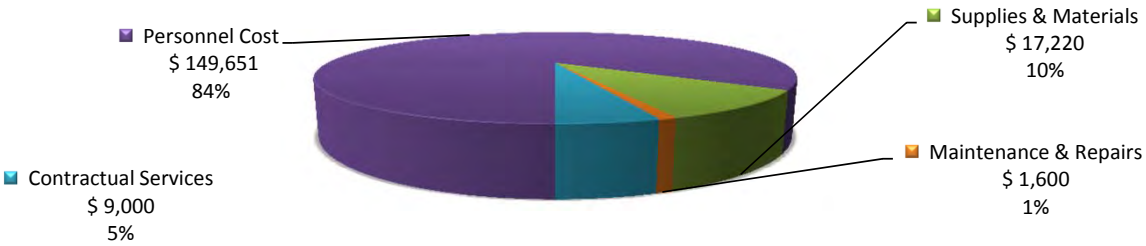


MAJOR BUDGETARY ISSUES

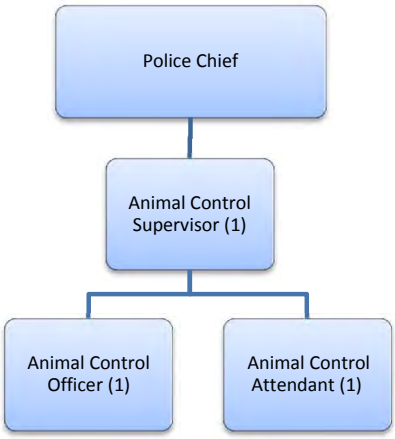
Future needs include capital equipment. The department would like to replace an aging 1/2 ton pickup truck with a 3/4 ton Cab/Chassis and expand the operating budget to meet the current needs, including the shelter building itself.

DEPARTMENT: ANIMAL CONTROL				FUND: GENERAL
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Animal Complaints	2,723	2,733	2,250	3,000
Animal Impounds	602	662	606	700
Animals Claimed	258	274	307	350
Adoptions	246	248	229	250
Pet Licenses Issued	476	436	337	500

Approved Budget FY 2015



EXPENDITURES	**Actual 2011/12**	**Budget 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 109,304	$ 111,158	$ 127,213	$ 149,651	15%
Supplies & Materials	15,546	14,942	16,413	17,220	5%
Maintenance & Repairs	1,483	1,200	1,500	1,600	6%
Contractual Services	7,066	9,900	8,900	9,000	1%
TOTAL	$ 133,398	$ 137,200	$ 154,026	$ 177,471	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	3	3	3	3	3
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	3	3	3	3	3

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
ANIMAL CONTROL				
Personnel Costs				
Wages & Salaries	$ 88,876	$ 98,993	$ 98,839	$ 100,778
Overtime	2,866	2,000	4,726	3,000
Longevity Pay	596	722	718	1,008
Social Security & Med & FICA	7,002	7,918	7,892	8,247
TMRS Contributions	9,165	12,225	12,529	13,902
Vacation/Sick Leave Buy Back	1,646	1,785	1,679	2,027
Workers Compensation	2,810	3,165	2,931	3,280
Unemployment Tax	27	405	621	621
Employee Insurance Transfer Out	-	-	-	16,788
SUB-TOTAL	$ 112,990	$ 127,213	$ 129,934	$ 149,651
Supplies & Materials				
Utilities - Electric	$ 6,386	$ 6,578	$ 6,632	$ 6,864
Utilities - Water	737	827	830	864
Utilities - Communications	668	708	616	1,172
Office Supplies	158	400	191	300
Postage	120	100	179	120
Animal Shelter Supplies	1,462	1,500	2,564	1,600
Uniforms & Accessories	414	500	435	500
Small Tools & Equipment	1,536	1,900	616	1,900
Janitorial Supplies	613	800	108	800
Fuel and Lubricants	2,693	2,500	2,389	2,500
Dues and Subscriptions	-	200	-	200
Employee Training	545	400	405	400
SUB-TOTAL	$ 15,331	$ 16,413	$ 14,964	$ 17,220
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 938	$ 1,500	$ 1,874	$ 1,600
SUB-TOTAL	$ 938	$ 1,500	$ 1,874	$ 1,600
Contractual Services				
Veterinarian Services	$ 5,638	$ 8,000	$ 6,434	$ 8,000
Printer Services	341	400	103	400
Copier Rental & Maintenance	446	500	599	600
SUB-TOTAL	$ 6,425	$ 8,900	$ 7,135	$ 9,000
TOTAL ANIMAL CONTROL	**$ 135,684**	**$ 154,026**	**$ 153,908**	**$ 177,471**

DEPARTMENT: FIRE & EMS	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Mission of the Sachse Fire Rescue Department is to provide the citizens and visitors of Sachse with the highest quality Fire Protection, Emergency Medical Service, Fire Prevention/Public Safety Education, Code Compliance and Emergency Management available. This is accomplished by quality training, using the latest equipment, through preparation, prompt response and a positive, caring attitude.

STRATEGIC OBJECTIVES	GOALS
Continued growth and support with the Citizen Emergency Response Team	Continue Community Emergency Response Team (CERT) training and involvement to provide depth to their leadership team and to assist emergency personnel with training, equipment and support to enhance their program. W1Y
Provide the citizens of Sachse with a safe and aesthetically appealing community	Continue code compliance program to preserve property through the inspection, improvement, and rehabilitation of environmental hazards on public and private premises. The code compliance department will attend upates and training each year to provide an understanding of changes to codes and laws that govern. W1Y
Provide the citizens of Sachse with a fire rescue team that is constantly in a ready state to provide service in all of the 5 pillars of protection and education	Maintain and stay current with State and Federal Fire/EMS regulations by providing software and a checks and balancing system to maintain certifications and liscensing. The 5 pillars of service are listed in the Mission Statement. W1Y
Plan, Expand, Upgrade, and Maintain equipment	Manage a yearly plan to upgrade and maintain all equipment and apparatus to its top readiness state. Produce and maintain an apparatus replacement schedule to track cost and trends for the next 20 years.
Continue to strive for a professional work force	Work on staffing levels to create all full time positions and reduce response times by fully staffing station 2. W1Y
Provide a high level of protection for the citizens of Sachse.	Continue to foster growth in the Emergency Management areas through drills and community involvement. W1Y Expand the public safety education program.

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Increase Code Compliance and expanded monitoring capabilities.

Action: Aggressively managed the code compliance department by adding a part time officer.

Strategic Objective: Developed a staffing plan.

Action: Began implementing the staffing plan this year by adding an Operations Officer to manage the Operations Division.

Strategic Objective: Ensure public safety and education

Action: Began an aggressive plan to place smoke detectors in every home in Sachse. Reaching out to the Seniors in the city to educate them on fall risks and fire safety

Strategic Objective: Updated equipment.

Action: Purchased and upfitted a new command vehicle to assist operations at larger emergency scenes.

Strategic Objective: Retain a high-quality workforce

Action: Implemented a Professional Development Matrix to give a road map to personnel for advancement

Did you know?

The Fire Department and Police Department developed a home based lock program to assist seniors and special needs citizens with an addtional teir of safety?

The Fire Department provides Fire and EMS coverage for Unincorporated Dallas County?

DEPARTMENT:	FUND:
FIRE & EMS	GENERAL

MAJOR BUDGETARY ISSUES

The deadline for updating all of the public safety radios and radio system to the new P-25 digital capable radios and radio system is approaching and is a priority in the next two budget years. A portion of fund balance was reserved in prior year for the costly system upgrade with the remainder being funded by current and ensuing budgets. We will begin the replacement process for the SCBAs this budget year and should have them all replaced by 2016. Aging equipment and aparatus will need replacing in the years to come. Increased call volume comes with increased risk and increased budgetary challanges, we need to be aware of these challanges so we can address them as they appear.

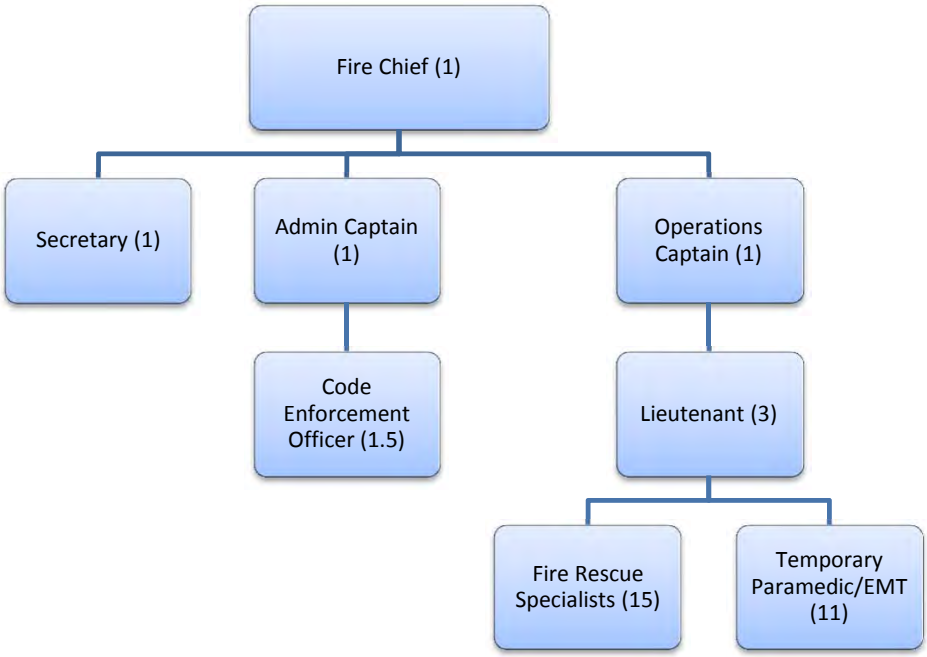
PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
Calls for Service (Fire)				
Structure Fire	38	32	23	30
Grass Fire	19	44	29	30
Vehicle Fires	8	10	12	10
Investigations	43	270	66	100
Public Service	74	76	110	100
Gas Leaks	15	24	32	42
Calls for Service (EMS)				
Medical	436	367	388	400
Trauma	60	155	136	110
Accidents	92	122	107	110
Cardiac	64	54	61	61
Stroke	13	12	19	19
Pediatric	79	51	87	87
Burns	1	1	-	-
OB-Gyn	5	4	4	4
Transports	509	419	619	700
Code Enforcement (cases)	1,859	2,636	2,950	3,500

EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 1,761,109	$ 1,761,770	$ 1,876,052	$ 2,135,625	12%
Supplies & Materials	223,332	259,315	259,648	294,253	12%
Maintenance & Repairs	30,072	22,534	32,650	32,650	0%
Contractual Services	54,149	72,690	127,489	106,729	-19%
Capital Outlay	0	66,951	0	300,000	100%
TOTAL	$ 2,068,662	$ 2,183,260	$ 2,295,839	$ 2,869,257	

Community Emergency Response Team

A Community Emergency Response Team (CERT) is a group of people who receive special training to enhance their ability to recognize, respond to, and recover from emergency and disaster situations. Teams are trained to take care of themselves and others before, during, and after an emergency. As an organized team, individuals can provide vital services while waiting for emergency responders.

DEPARTMENT: FIRE & EMS	FUND: GENERAL



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	21	21	22	22	23
Continuous Part-Time	0	0	0	0.5	0.5
Temporary	11	11	11	11	11
TOTAL	32	32	33	33.5	34.5

Home > Departments > Fire Rescue > **Employment Requirements**

City of Sachse

Employment Requirements

Basic Requirements

The basic requirements for fire rescue specialist in Sachse are:

- Basic Structural Firefighter certification through the Texas Commission on Fire Protection
- EMT Paramedic certification
- High school diploma or equivalent
- Pass a physical agility test
- Valid Class B Commercial Driver's License or the ability to obtain one within six months of hire date

Learn More

- View complete requirements for the application process
- Browse current job openings

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
FIRE & EMS				
Personnel Costs				
Wages & Salaries	$ 1,324,407	$ 1,415,960	$ 1,341,031	$ 1,492,787
Overtime	119,270	109,680	125,157	112,080
Other Pay	3,093	3,400	4,009	3,623
Longevity Pay	5,528	6,388	5,832	7,296
Social Security & Med & FICA	108,291	119,032	109,639	125,571
TMRS Contributions	142,262	155,241	154,637	184,071
Vacation/Sick Leave Buy Back	10,780	24,014	6,115	26,648
Workers Compensation	35,413	36,262	33,576	39,530
Unemployment Tax	1,349	6,075	7,675	8,805
Non-Wage Compensation	11,377	-	-	-
Employee Insurance Transfer Out			-	135,214
SUB-TOTAL	$ 1,761,770	$ 1,876,052	$ 1,787,671	$ 2,135,625
Supplies & Materials				
Utilities - Electric	$ 45,342	$ 47,570	$ 45,543	$ 47,400
Utilities - Gas	5,658	5,532	6,179	6,144
Utilities - Water	7,827	9,843	5,513	6,996
Utilities - Communications	17,237	18,792	17,908	19,044
Office Supplies	5,082	4,500	4,564	5,000
Postage	34	250	139	250
Fire Prevention Supplies	8,568	6,000	2,045	6,000
Fire Hose Replacement	1,532	4,000	2,189	4,000
Medical Supplies	30,994	38,450	36,377	38,450
Chemicals	-	3,358	1,800	3,358
Uniforms & Accessories	14,724	18,316	22,293	19,216
Small Tools & Equipment	30,718	22,500	20,561	22,500
Bunker Gear & Accessories	28,311	18,300	14,080	18,300
SCBA & SCBA Equipment	-	2,575	-	33,460
Fuel & Lubricants	29,439	20,000	30,579	25,000
Dues & Subscriptions	4,173	11,562	7,878	11,084
Employee Training	29,676	27,100	27,418	28,051
Incident Mgt Supplies	-	1,000	731	-
SUB-TOTAL	$ 259,315	$ 259,648	$ 245,796	$ 294,253
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 16,192	$ 22,000	$ 23,491	$ 22,000
Machinery Repairs & Maintenance	3,770	4,000	354	4,000
Warning Siren Maintenance	2,572	6,650	6,650	6,650
SUB-TOTAL	$ 22,534	$ 32,650	$ 30,495	$ 32,650
Contractual Services				
Incident Mgt Contractual	$ -	$ 20,000	$ 20,000	$ -
Ambulance Billing Services	15,407	22,000	22,584	22,000
Contract Mowing Services	750	2,500	2,440	2,500
Investigation Agency Service	-	500	-	500
Copier Rental & Maintenance	1,839	1,936	1,804	1,936
Equipment Rental	-	21,607	21,607	21,607

Maintenance & Support Contracts	35,660	41,403	29,126	40,643
Garland Radio Maintenance	19,034	17,543	14,630	17,543
SUB-TOTAL	$ 72,690	$ 127,489	$ 112,191	$ 106,729
Capital Outlay				
Vehicles	$ 57,598	$ -	$ 69	$ -
Fire Apparatus/Equipment	9,353	-	-	-
SUB-TOTAL	$ 66,951	$ -	$ 69	$ -
Operating Transfer Out - Capital Projects	$ -	$ -	$ -	$ 300,000
TOTAL FIRE & EMS	**$ 2,183,259**	**$ 2,295,839**	**$ 2,176,223**	**$ 2,869,257**

DEPARTMENT:	FUND:
COMBINED SERVICES	GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The Non-departmental budget reflects expenditures incurred by the City as a single entity (insurance premiums and information technology). City paid reimbursements provided as part of the City's Health Reimbursement Arrangement and contributions to employees' Health Savings Accounts are a transfer out in the Non-departmental budget to the Health Insurance Fund. Combined Services is responsible for the premiums for all risk and exposure to include: General and Auto Liability, Law Enforcement,Property and Equipment Damage; etc.

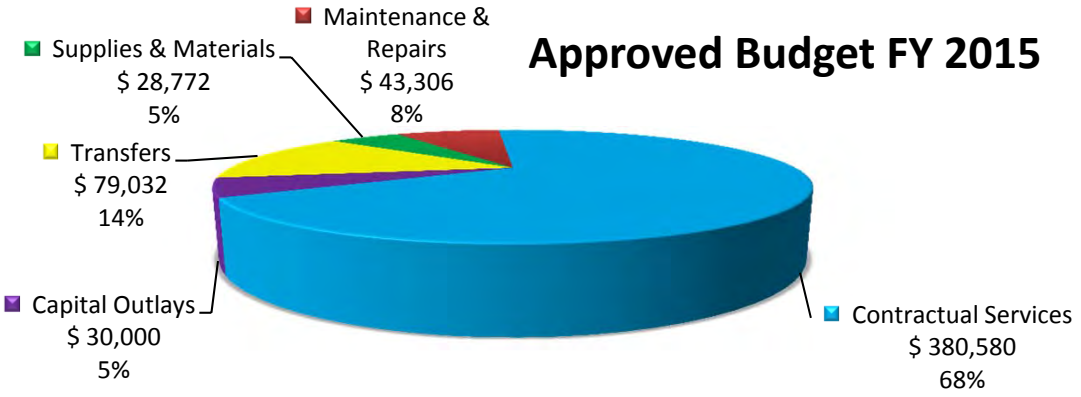
STRATEGIC OBJECTIVES	GOALS
Ensure effective communication exchange	Purchase scanners to enhance the Laser fiche service. 2-5 years Creation of data and video backup strategies with storage solutions. W1Y Document a comprehensive recovery plan that will enable us to restore systems and data in the event the City should be faced with a catastrophic disaster. W1Y

MAJOR BUDGETARY ISSUES

Future equipment needs include hardware for data and video backup, as well as, additional scanners for the Laser fiche system.

DEPARTMENT:	FUND:
COMBINED SERVICES	GENERAL

PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
HelpDesk Tickets	934	788	864	862



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Insurance & Benefits	$ 667,424	$ 652,962	$ -	$ -	0%
Supplies & Materials	27,880	22,123	30,035	28,772	-4%
Maintenance & Repairs	31,522	54,371	73,728	43,306	-70%
Contractual Services	367,393	356,040	347,740	380,580	9%
Capital Outlays	0	27,440	30,000	30,000	0%
Transfers	0	0	765,503	79,032	-869%
TOTAL	$ 1,094,219	$ 1,085,496	$ 1,247,006	$ 561,690	

*In current year, insurance premiums are being paid for at the department level.

FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
NO PERSONNEL IN THIS DEPARTMENT					

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
COMBINED SERVICES				
Personnel Costs				
Health Insurance	$ 609,403	$ -	$ -	$ -
Dental Insurance	26,050	-	-	-
Life & LTD Insurance	17,509	-	-	-
SUB-TOTAL	$ 652,962	$ -	$ -	$ -
Supplies & Materials				
Postage	$ 10,208	$ 12,000	$ 9,607	$ 12,000
Miscellaneous Supplies	-	-	-	100
Small Tools & Equipment	4,391	4,000	3,237	4,000
Dues & Subscriptions	5,826	8,041	8,043	7,672
Employee Training	1,698	5,994	1,533	5,000
SUB-TOTAL	$ 22,123	$ 30,035	$ 22,421	$ 28,772
Maintenance & Repairs				
Software Licensing	$ 54,371	$ 43,728	$ 41,368	$ 43,306
SUB-TOTAL	$ 54,371	$ 43,728	$ 41,368	$ 43,306
Contractual Services				
Prof Services/IT Support	$ 86,127	$ 50,400	$ 57,024	$ 50,400
City Attorney Services	52,139	72,000	43,663	72,000
Deductible Reimbursements	37,899	6,472	9,125	6,472
HSA Contribution	3,460		-	-
COBRA	2,600	2,600	2,600	2,600
Flex Participant Fund	2,876	5,500	5,023	5,500
General Liability & Property	147,097	150,000	175,858	180,000
Maintenance & Support Contracts	23,842	60,768	51,362	63,608
SUB-TOTAL	$ 356,040	$ 347,740	$ 344,657	$ 380,580
Capital Outlay				
Hardware and Software Upgrade	$ 27,440	$ 30,000	$ 26,662	$ 30,000
SUB-TOTAL	$ 27,440	$ 30,000	$ 26,662	$ 30,000
Transfers and Contingencies				
Operating Transfer Out - Health Ins Fund	$ -	$ 765,503	$ 763,500	$ 79,032
SUB-TOTAL	$ -	$ 765,503	$ 763,500	$ 79,032
TOTAL COMBINED SERVICES	**$ 1,112,937**	**$ 1,217,006**	**$ 1,198,608**	**$ 561,690**

DEPARTMENT: ENGINEERING	FUND: GENERAL

MISSION STATEMENT & PROGRAM DESCRIPTION

The City of Sachse Engineering Department strives to provide responsible, ethical, consistent, and timely service to the City's stakeholders in the following areas of responsibility: citizen inquiry response, City department support, analysis and management of infrastructure needs and goals, major infrastructure project management, construction plan review, construction inspection of public infrastructure improvements, engineering study management, engineering analysis & design, floodplain management, coordination of funding and infrastructure projects with outside agencies.

STRATEGIC OBJECTIVES	GOALS
Provide valuable public services and amenities	Provide excellent customer service by responding to citizen inquiries in a timely manner. W1Y Continue implementing the traffic counting program. 2-5 years
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Continue to implement CIP projects currently funded and planning future infrastructure requirements. 2-5 years Continue to work with consultants and city staff to ensure economical and sustainable improvements to public infrastructure. W1Y
Ensure financial stability	Monitor funding opportunities with Collin County, Dallas County, NCTCOG, TxDOT and the Federal government, and utilize private development resources to lessen the impact on the City and increase likelihood of project funding in a reduced timeline. 2-5 years
Ensure effective communication exchange	Actively participate in regional initiatives affecting the City of Sachse. 2-5 years Continue to utilize digital and print media, including the City Website, to communicate Capital projects' status, ensure quality construction by advertising city projects to a broad range of qualified contractors, as well as, provide construction standards and department contact information for efficient information transfer. W1Y

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Conducted private development oversight, review, and coordination.

Action: Provided an efficient flow of information to citizens, school districts, and stakeholders.

Action: Contracted with qualified engineering firms to conduct design for future roadway and utility projects.

Action: Submitted application for a railroad quiet zone and provided in-house engineering design for the project.

Strategic Objective: Plan, expand, upgrade and maintain infrastructure

Action: Completed the Pleasant Valley waterline project.

Action: Completed the Haverhill and Brookhollow paving projects.

Action: Completed in-house design for street, water, sanitary sewer, and drainage projects in the City.

Action: Completed the upgrades to the Merritt Road and Sachse Road lift stations.

Action: Awarded the Industrial Park lighting, Hudson Drive paving, and multiple asphalt street rehabilitation projects.

Strategic Objective: Ensure financial stability

Action: Worked with developers, Dallas County, and Collin County to share in the cost of public improvements.

Strategic Objective: Ensure effective communication exchange

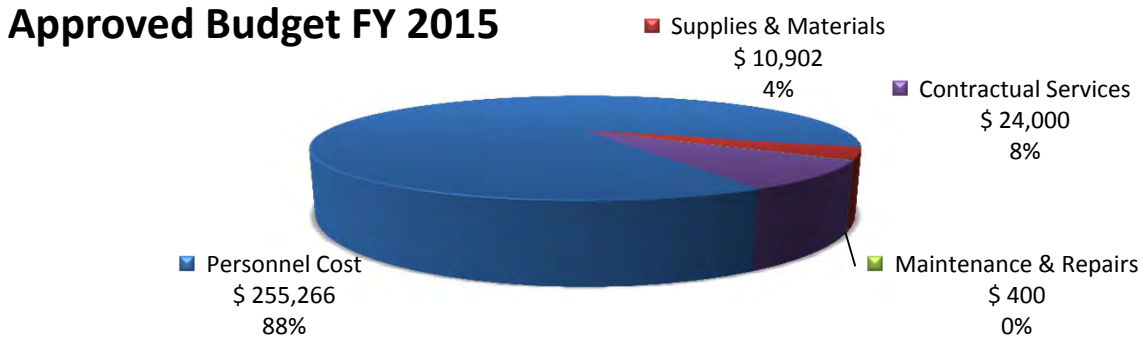
Action: Utilized web-based file transfers to increase efficiency and minimize printing and mailing.

DEPARTMENT: ENGINEERING	FUND: GENERAL

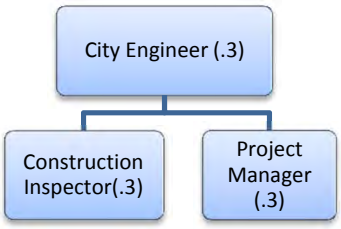
MAJOR BUDGETARY ISSUES

1. Matching Collin County Funds are available for improving Ranch Road and Maxwell Creek Road. Major budget issue is allocating matching funds and defining a project scope to design and construct the roadways.
2. Maximize impact of 2006 Transportation Bond Funds.
3. Matching Dallas County Funds are available for the future widening of Sachse Road. Major budget issue is maximizing the City's matching funds to maximize the scope of the first phase of the road widening.
4. Sachse is seeing an increase in development activity and at the same time the existing infrasture requires maintenance and upgrades. The major budgetary issue is finding an appropriate balance between expanding infrastructure services while investing in existing infrastructure.

PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
Advance Capital Projects	13	19	15	13
Implement 2006 Bond Projects	2	5	2	1
Review Site Construction Plans	8	12	15	15
Review Preliminary Plans and Plats	10	13	10	10
Roadway Maintenance	1	1	5	5



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 170,030	$ 193,932	$ 229,382	$ 255,266	10%
Supplies & Materials	14,863	9,040	10,101	10,902	7%
Maintenance & Repairs	258	841	400	400	0%
Contractual Services	25,860	12,372	24,000	24,000	0%
TOTAL	$ 211,011	$ 216,185	$ 263,883	$ 290,568	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	0.6	0.9	0.9	0.9	0.9
Continuous Part-Time	0	0	0	0	0
Temporary/Seasonal	0	0	0	0	0
TOTAL	0.6	0.9	0.9	0.9	0.9

EXPENDITURES
FISCAL YEAR 2014-2015

GENERAL FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
CITY ENGINEER				
Personnel Costs				
Wages & Salaries	$ 159,632	$ 189,451	$ 186,468	$ 190,821
Longevity Pay	232	368	364	556
Social Security & Med & FICA	11,558	14,582	13,470	14,785
TMRS Contributions	18,250	22,516	22,104	24,922
Vacation/Sick Leave Buy Back	-	799	-	1,890
Workers Compensation	4,233	1,260	1,167	1,259
Unemployment Tax	27	405	621	621
Employee Insurance Transfer Out	-	-	-	20,412
SUB-TOTAL	$ 193,932	$ 229,381	$ 224,194	$ 255,266
Supplies & Materials				
Utilities - Communications	$ 2,537	$ 2,796	$ 2,326	$ 3,372
Office Supplies	281	200	61	200
Uniforms & Accessories	84	170	159	125
Small Tools & Equipment	3,038	2,150	1,510	2,250
Fuel & Lubricants	2,114	2,000	2,193	2,000
Printing Supplies	52	200	238	200
Dues & Subscriptions	689	1,435	1,329	1,530
Employee Training	245	1,150	643	1,225
SUB-TOTAL	$ 9,040	$ 10,101	$ 8,459	$ 10,902
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 841	$ 400	$ 222	$ 400
SUB-TOTAL	$ 841	$ 400	$ 222	$ 400
Contractual Services				
Engineering/Technical/Audit	12,372	24,000	12,913	24,000
SUB-TOTAL	$ 12,372	$ 24,000	$ 12,913	$ 24,000
TOTAL CITY ENGINEER	**$ 216,186**	**$ 263,882**	**$ 245,787**	**$ 290,568**

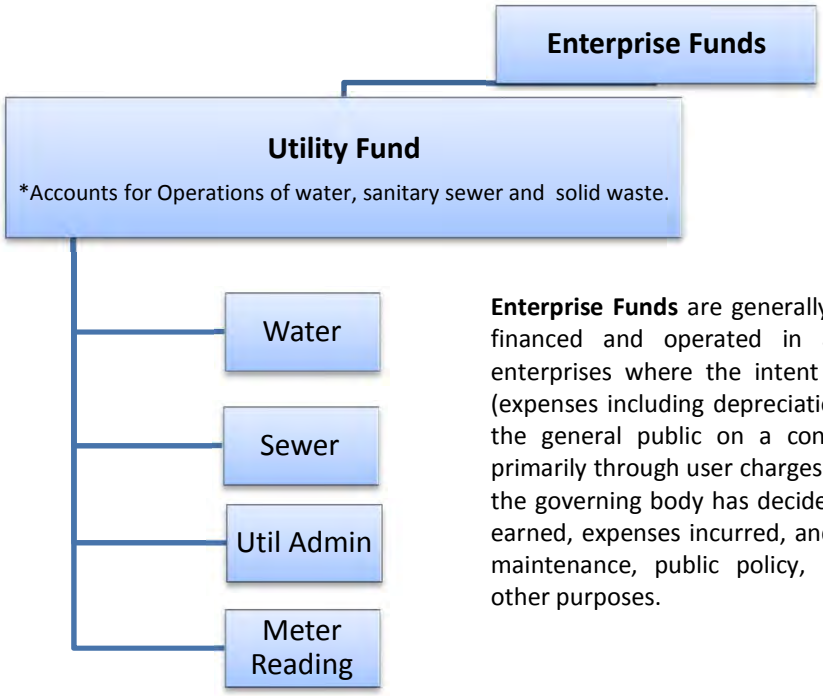
City of Sachse

ENTERPRISE FUND SUMMARIES

The Enterprise Fund is established to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

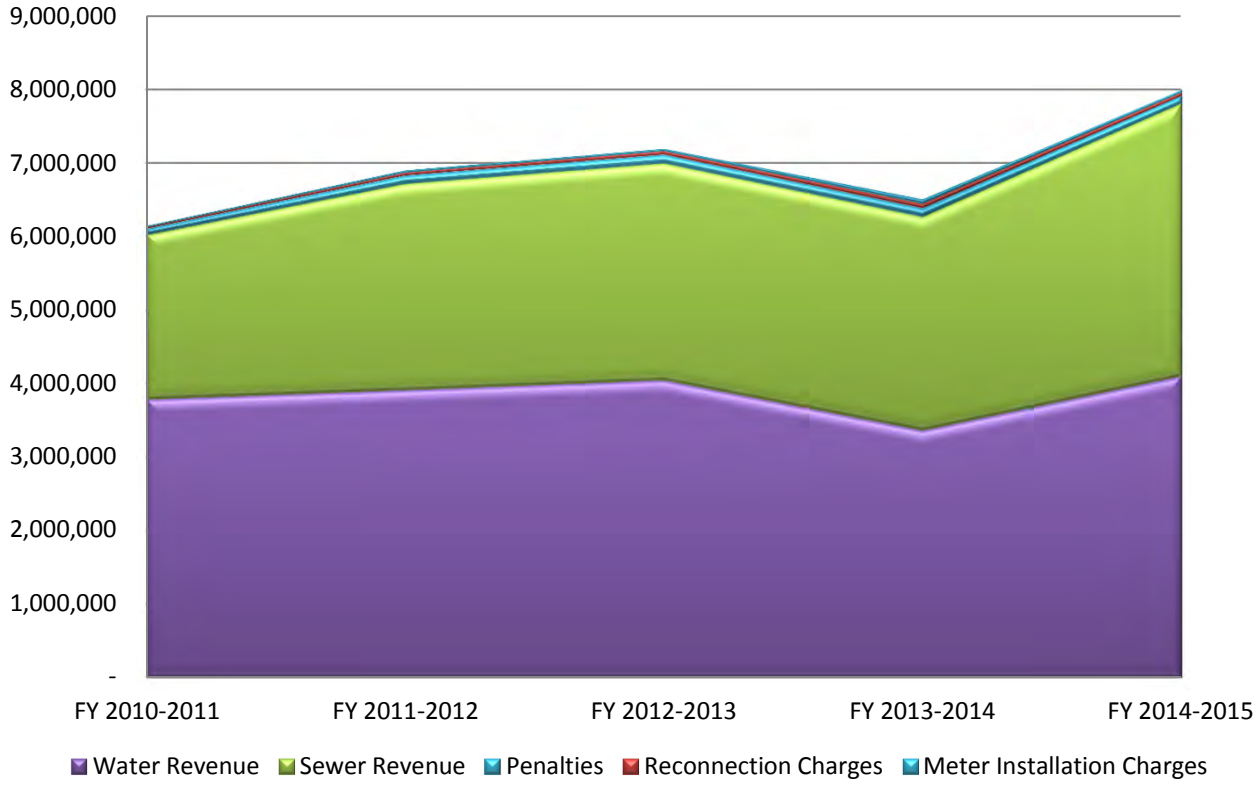
City of Sachse

UTILITY FUND OVERVIEW



Enterprise Funds are generally used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses including depreciation) of providing goods and/or services to the general public on a continuing basis be financed or recovered primarily through user charges. Enterprise funds may also be used when the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

UTILITY FUND MAJOR REVENUE

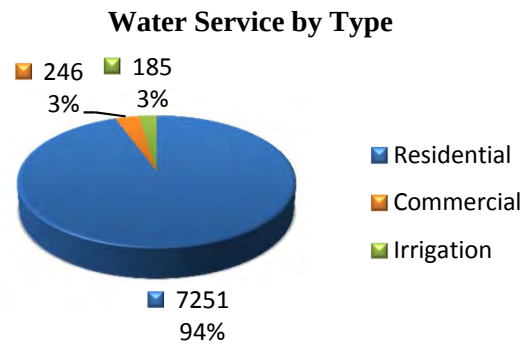


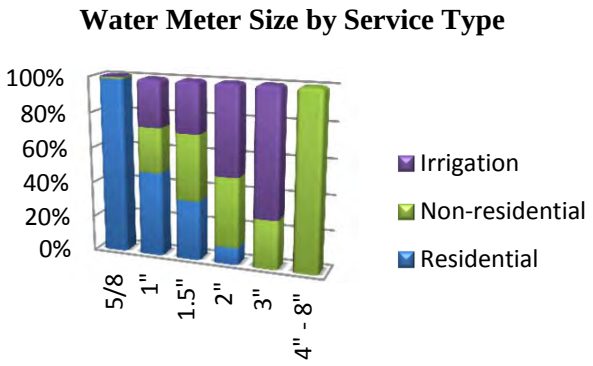
UTILITY FUND OVERVIEW

WATER OPERATIONS

A Utility Rate Study of Water and Wastewater Rates for a ten year period from 2014 to 2023 was prepared by Economists.com in June 2014. The primary objective of this study was to determine rates necessary to "fund the overall cost of service and to build in funding to provide for capital expansion and rehabilitation. The water and wastewater enterprise fund was in good financial condition as of 09/30/2013, but revenues for the 2013-2014 fiscal did not cover costs." Assumptions analyzed include:

1. Cash flow projections (income and expenditures),
2. Total number of residential and commercial customers,
3. Estimated annual customer growth at 1%,
4. Estimated operating and maintenance costs of water purchases from NTWMWD to increase 8.5% - 10.2% in FY 2015 - FY 2019,
5. Staffing levels are assumed to remain static while average salary will increase 3% annually, and
6. Existing debt and planned debt for expansion and rehab were included





Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
A. Avg # of residential customers B. Average Monthly Consumption C. Base Rate Increase D. Volume Increase E. Customer Base Growth	1. NTMWD contract 2. No refunding option 3 1% Idle addresses 4. Growth 5 yr avg	A. 7,251 B. 11,116 C. 15% D. 0% E. 1%	$ 3,362,805	$ 4,102,178

RECOMMENDATION: Rates will increase 26% compared to prior year. The rate increase is the result of a rate study prepared by Economists.com. There will be scheduled rate increases at the beginning of each fiscal year through 2018; the annual CPI based adjustment will no longer apply.

Detailed Assumptions:

1. NTMWD contract increase will be passed on to customers.

2. Water restrictions made estimating water consumption and revenue less predictive. A conservative approach of continued Stage 3 and consensus forecasting was implemented for the projection.

3. Idle addresses: Residential, 55; Commercial, 5.

4. Direct Chargeback for Administrative Costs: $455,683.

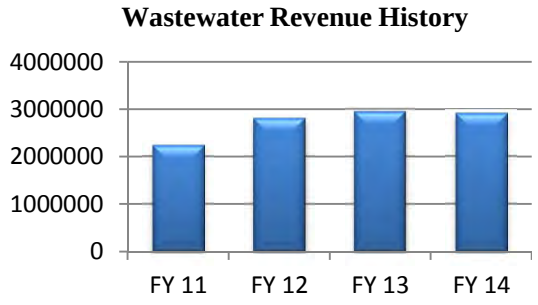
UTILITY FUND OVERVIEW

SEWER OPERATIONS

A Utility Rate Study of Water and Wastewater Rates for a ten year period from 2014 to 2023 was prepared by Economists.com, in June 2014. The primary objective of this study was to determine rates necessary to "fund the overall cost of service and to build the operating reserves over the next ten years in order to improve the financial position. The water and wastewater enterprise fund was in good financial condition as of 09/30/2014, but revenues are not covering costs." Assumptions analyzed include:

1. Cash flow projections (income and expenditures),
2. Total number of residential and commercial customers,
3. Estimated annual customer growth at 1%,
4. Estimated wastewater treatment costs charged by the City of Garland will increase 1.7% annually in FY 2015 - FY 2021,
5. Staffing levels are assumed to remain static while average salary will increase 3% annually, and
6. Existing debt and additional debt were incorporated into the projections.

Each residential user of the sewer system is charged a base rate plus a monthly rate volume charge per 1,000 gallons of their actual winter usage. The volume charge rate is reviewed annually using the months of November through March. The highest and the lowest consumption of the five winter months are removed from the calculation; the three remaining months are averaged to determine the monthly volume. The calculated volume shall apply for the next 12 months effective each April. All new customers are assigned the City's average volume until personal usage history has been established. An example of the sewer averaging method: If a resident uses an average of 9,000 gallons per month, their residential sewer rate per month will be the base rate ($8.99) + Volume rate times gallons



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
A. Number of Residential Customers B. Number of Non-Residential C. Monthly Residential Meter Rate D. Avg Sewer Vol Treated/Connection E. Monthly Non-residential Rate F. Customer Base Growth	1. City of Garland Treatment Contract 2. Growth 5 yr avg	A. 6,917 B. 174 C. 9.64 D. 5,184 E. 15.58 - 49.38 F. 1%	$ 2,908,551	$ 3,712,681

RECOMMENDATION: Rates increased 21% compared to prior year. Annual increases at the beginning of the fiscal year are scheduled through 2018; the CPI based adjustment has been eliminated.

Detailed Assumptions:

1. Sewer customers: Residential 6,917; 5/8" Non-Residential, 56; 1" Non-Residential, 56; 1.5" - 2" Non-Residential, 52; Other, 10.
2. Treatment costs are allocated to the City by the Garland Sewer Contract.
3. Direct Chargeback for administrative costs: $392,767.

UTILITY FUND OVERVIEW

SOLID WASTE
Residential Solid Waste collection and disposal is provided by Republic Services under contract, expiring April 2019.

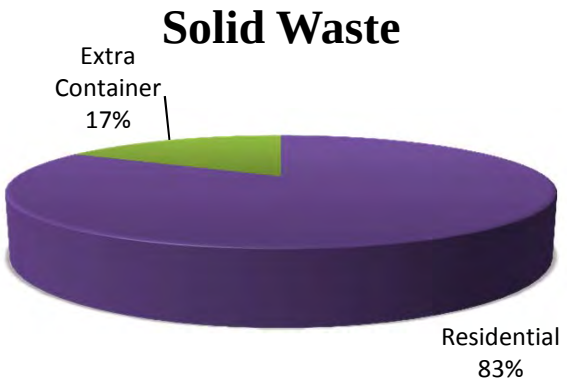
Commercial customers are billed directly by Republic Services.

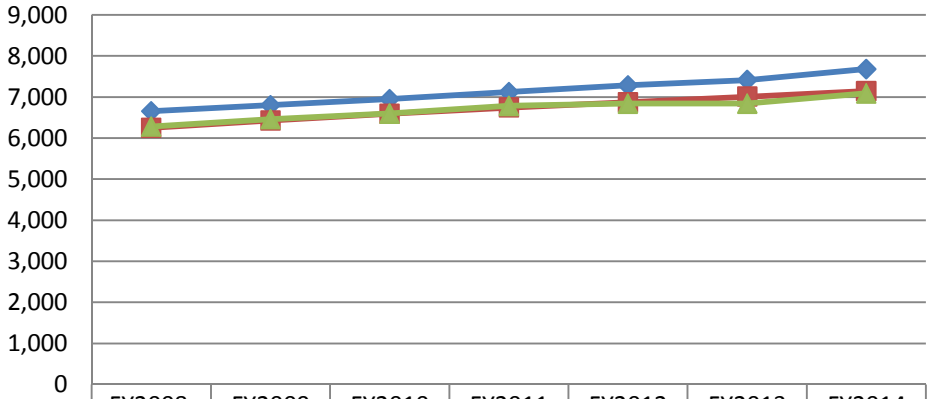
Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
A. Average number of customers	1. Contract Rates	A. 7,089	$ 22,061	$ 22,000

RECOMMENDATION: The current rates have been in effect since October 1, 2012. The increase to take effect on October 1, 2014 is 1.2% and incorporates a CPI adjustment and no increase in landfill disposal cost.

Detailed Assumptions:

1. Solid Waste customers: 7,089

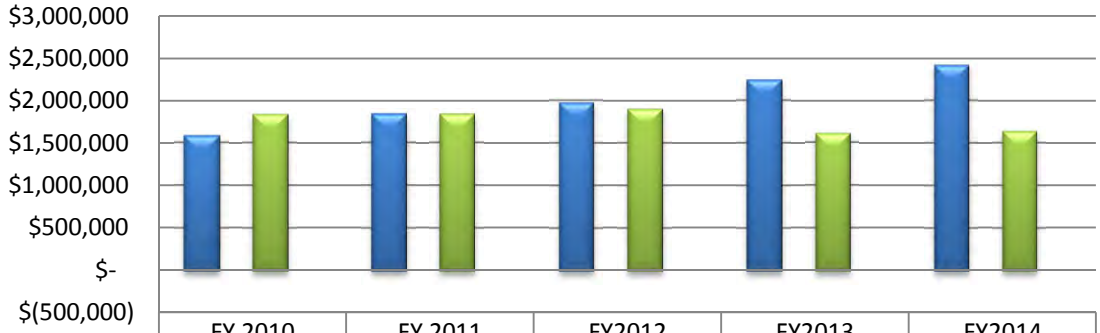




	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014
WATER CUSTOMERS	6,651	6,804	6,949	7,121	7,285	7,413	7,682
SEWER CUSTOMERS	6,252	6,427	6,590	6,743	6,874	7,008	7,146
SANITATION CUSTOMERS	6,279	6,459	6,598	6,789	6,843	6,843	7,089

UTILITY FUND OVERVIEW

Water & Sewer Contract Costs and % Change



	FY 2010	FY 2011	FY2012	FY2013	FY2014
NTMWD	$1,589,458	$1,846,904	$1,976,974	$2,247,408	$2,421,966
% increase NTMWD	5%	14%	7%	12%	7%
City of Garland	$1,836,579	$1,842,908	$1,901,503	$1,610,267	$1,642,376
% Increase Garland	34%	0%	3%	-18%	2%

% Water & Sewer Customer Growth by FY

	Water	Sewer
FY2009	2%	3%
FY2010	2%	2%
FY2011	2%	2%
FY2012	2%	2%
FY2013	2%	2%
FY2014	4%	2%

UTILITY FUND OVERVIEW

Water Rate Structure

Water Meter Size	Base Rate	Tier Rate
5/8"	$ 10.70	See Tier detail
1"	$ 16.93	See Tier detail
1.5"	$ 27.34	See Tier detail
2"	$ 39.81	See Tier detail
3"	$85.60	See Tier detail
4 "	$ 114.10	See Tier detail
6"	$ 285.30	See Tier detail

Tier Level	Water Usage per 000's gallons	Fee per 000's gallons
Tier 1	0 - 10,000	$ 3.70
Tier 2	10,001 -15,000	$ 4.61
Tier 3	15,001 - 20,000	$ 5.55
Tier 4	20,001 - 30,000	$ 6.48
Tier 5	30,001 - and >	$ 7.40

Meter Deposits	Rate	Consumer Type
5/8"	$ 100.00	Res/ Non-Res.
1"	$ 150.00	Res/ Non-Res.
1.5"	$ 175.00	Res/ Non-Res.
2"	$ 200.00	
3"	$ 300.00	
4"	$ 400.00	
6"	$ 600.00	Res/ Non-Res.
All sizes per unit	$ 100.00	Multi family unit

Sewer Rate Structure

Meter Size / Type	Base Rate	Volume Rate	Per 000's gallons
Residential	$ 9.64	$ 5.36	Residential Averaging
5/8"	$ 15.58	$ 5.36	Non-residential linked with consumption
1"	$ 25.48	$ 5.36	Non-residential linked with consumption
1.5"	$ 37.38	$ 5.36	Non-residential linked with consumption
2"	$ 49.38	$ 5.36	Non-residential linked with consumption

Residential Sewer Averaging

Each residential user of the sewer system is charged a base rate plus a monthly rate volume charge per 1,000 gallons of their actual winter usage. The volume charge rate is reviewed annually using the months of November through March. The highest and the lowest consumption of the five winter months are removed from the calculation; the three remaining months are averaged to determine the monthy volume. The calculated volume shall apply for the next 12 months effective each April. All new customers are assigned the City's average volume until personal usage can be evaluated. An example of the sewer averaging method: If a resident uses an average of 9,000 gallons per month, their residential sewer rate per month will the base rate ($9.64) + Volume rate times gallons (5.36 X 9) = $57.88
per month.

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
REVENUES				
Charges for Services	$ 7,219,107	$ 7,318,491	$ 6,534,734	$ 8,016,059
Developer Contributions	217,605	-	-	-
Interest, Rent & Leases	3,934	3,500	832	2,000
Intragovernmental Transfers	-	-	1,388,782	-
TOTAL REVENUES	$ 7,440,646	$ 7,321,991	$ 7,924,348	$ 8,018,059
OPERATING EXPENDITURES				
Utility Administration	$ 225,071	$ 263,754	$ 269,001	$ 252,207
Water Operations	2,974,474	3,357,655	3,115,882	3,634,435
Sewer Operations	1,997,397	2,612,447	2,036,420	2,668,715
Meter Reading	112,506	101,110	114,297	148,780
TOTAL OPERATING EXPENDITURES	$ 5,309,447	$ 6,334,966	$ 5,535,599	$ 6,704,137
NON-OPERATING EXPENDITURES				
Debt Payments	$ 45,164	$ 136,560	$ 136,560	$ 137,238
Transfers Out-Chargeback	1,354,158	890,789	890,790	848,450
Capital Outlays	779,743	25,000	1,528,844	94,297
Contingencies and Bad Debt Expense	23,136	5,000	5,000	10,000
TOTAL NON-OPERATING EXPENDITURES	$ 2,202,201	$ 1,057,349	$ 2,561,195	$ 1,089,985
TOTAL REVENUES OVER EXPENDITURES	$ (71,002)	$ (70,324)	$ (172,446)	$ 223,937
BEGINNING WORKING CAPITAL	$ 3,456,286	$ 1,893,679	$ 1,893,679	$ 1,721,234
ENDING WORKING CAPITAL	$ 3,385,284	$ 1,823,355	$ 1,721,234	$ 1,945,171
75 Day Reserve	$ 1,114,984	$ 1,330,343	$ 1,162,476	$ 1,407,869
Designated-Impact Fee	$ 1,446,196	$ 1,491,604		
Unrestricted Fund Balance	$ 824,104	$ 493,013	$ 558,758	$ 537,302

REVENUE
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
CHARGES FOR SERVICES				
Water Revenue	$ 4,046,265	$ 4,034,949	$ 3,362,805	$ 4,102,178
Water Tap	300	1,000	300	1,000
Water Line Bore Charges	450	-	450	-
Meter Installation Charges	29,000	27,000	63,116	32,000
Sewer Revenue	2,952,009	3,092,242	2,908,551	3,712,681
Sewer Tap Charges	-	100	450	-
Reconnection Charges	49,642	42,000	57,475	45,000
Penalties	118,089	96,400	118,512	100,000
Solid Waste Administration Charges	21,646	22,000	22,061	22,000
Return Check Fees	1,610	1,800	1,015	1,200
Miscellaneous Receipts	95	1,000	-	-
TOTAL CHARGES FOR SERVICES	$ 7,219,107	$ 7,318,491	$ 6,534,734	$ 8,016,059
DEVELOPER CONTRIBUTIONS				
Water Impact Fees	$ 163,159	$ -	$ -	$ -
Sewer Impact Fees	54,446	-	-	-
TOTAL DEVELOPER CONTRIBUTIONS	$ 217,605	$ -	$ -	$ -
INTEREST, RENT & LEASES				
Interest Income	$ 3,934	$ 3,500	$ 832	$ 2,000
TOTAL INTEREST, RENT & LEASES	$ 3,934	$ 3,500	$ 832	$ 2,000
INTRAGOVERNMENTAL TRANSFERS				
Operating Transfers In - Capital Projects	$ -	$ -	$ 1,388,782	$ -
TOTAL IINTRAGOVERNMENTAL TRANSFERS	$ -	$ -	$ 1,388,782	$ -
TOTAL REVENUES	$ 7,440,646	$ 7,321,991	$ 7,924,348	$ 8,018,059

SUMMARY OF EXPENDITURES
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
UTILITY ADMINISTRATION				
Personnel Costs	$ 79,691	$ 82,261	$ 81,882	$ 95,471
Supplies & Materials	2,744	4,522	4,715	6,952
Maintenance & Repairs	-	350	-	250
Contractual Services	142,636	176,621	182,404	149,534
Transfers & Contingencies	20,348	5,000	5,000	10,000
TOTAL UTILITY ADMINISTRATION	$ 245,419	$ 268,754	$ 274,001	$ 262,207
WATER OPERATIONS				
Personnel Costs	$ 286,297	$ 295,521	$ 285,801	$ 335,243
Supplies & Materials	189,140	202,446	173,093	196,410
Maintenance & Repairs	31,928	68,000	39,562	68,000
Contractual Services	2,467,109	2,791,688	2,617,426	3,034,782
Capital Outlay	779,743	-	20,921	25,100
Transfers & Contingencies	501,504	496,501	496,501	455,683
Debt Service Obligations	45,164	136,560	136,560	137,238
TOTAL WATER OPERATIONS	$ 4,300,884	$ 3,990,716	$ 3,769,864	$ 4,252,456
SEWER OPERATIONS				
Personnel Costs	$ 106,999	$ 116,113	$ 116,595	$ 135,976
Supplies & Materials	63,472	74,302	60,614	70,838
Maintenance & Repairs	69,659	105,000	64,691	105,500
Contractual Services	1,757,267	2,317,032	1,794,519	2,356,401
Capital Outlays and Projects	-	-	1,486,769	-
Transfers & Contingencies	852,654	394,288	394,289	392,767
TOTAL SEWER OPERATIONS	$ 2,850,051	$ 3,006,735	$ 3,917,478	$ 3,061,482
METER READING				
Personnel Costs	$ 77,993	$ 79,042	$ 77,200	$ 92,733
Supplies & Materials	32,866	19,568	35,455	53,547
Maintenance & Repairs	1,646	2,500	1,641	2,500
Capital Outlay	-	25,000	21,155	69,197
Transfers & Contingencies	2,788	-	-	-
TOTAL METER READING	$ 115,294	$ 126,110	$ 135,451	$ 217,977
TOTAL EXPENDITURES	$ 7,511,648	$ 7,392,315	$ 8,096,794	$ 7,794,122

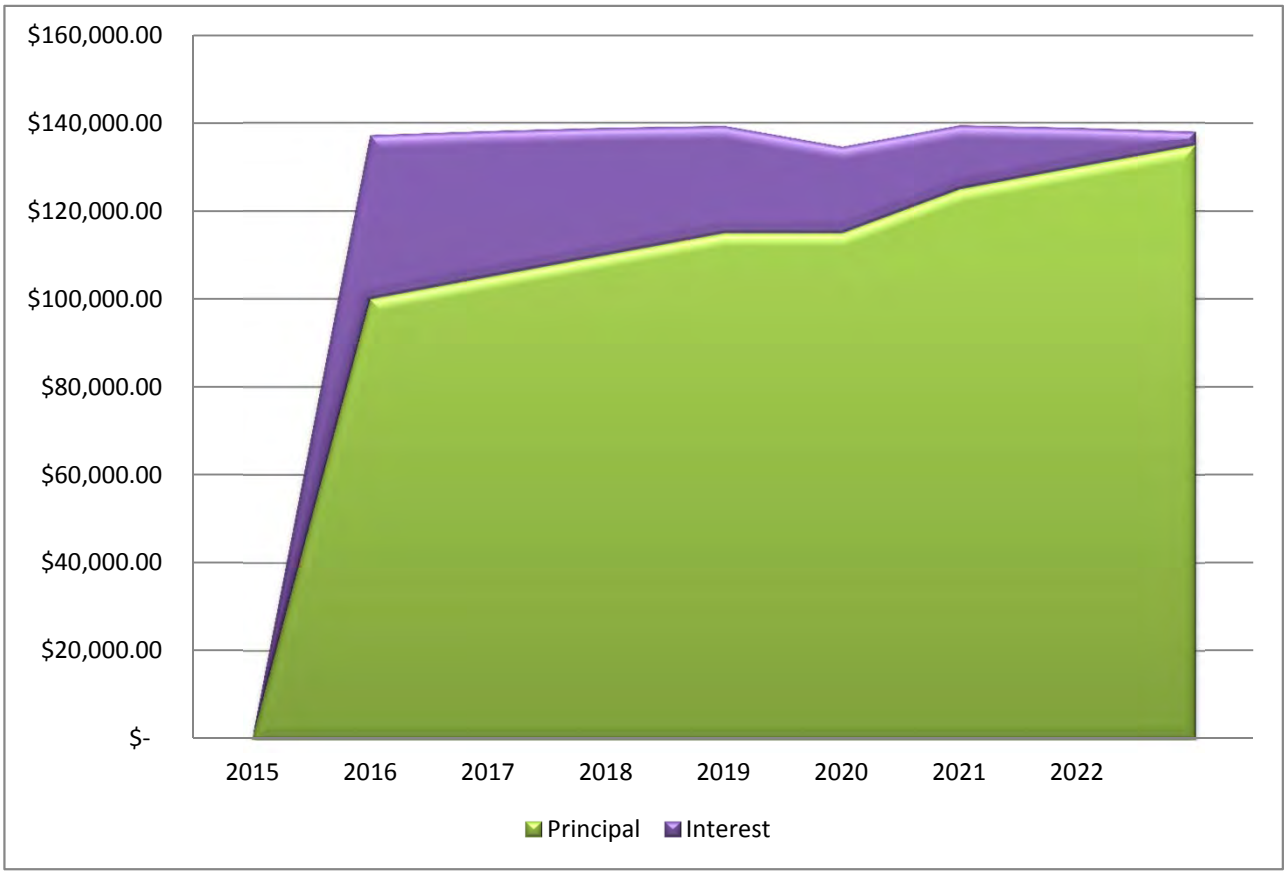
PROGRAM AND SERVICE ENHANCEMENTS (Supplementals)
UTILITY FUND
2013-2014 FISCAL YEAR

Department	Rank	Description of Program	Budget Requested	Approved Funding	On-going / One-time?
Utility Administration	1	CR-190I Check Imaging Machine	$ 3,168	$ 3,168	One-time
Water Operating	1	Truck	25,100	25,100	One-time
Meter Reading	1	2014 Toyota Tacoma	18,125	18,125	One-time
TOTALS			$ 46,393	$ 46,393	

City of Sachse, Texas
Outstanding Business-Type Activities

Debt Service Schedule Business-Type Aggregate

Date	Principal	Interest	Total Principal + Interest
2015	$ 100,000.00	$ 37,238.00	$ 137,238.00
2016	$ 105,000.00	$ 33,194.00	$ 138,194.00
2017	$ 110,000.00	$ 28,915.00	$ 138,915.00
2018	$ 115,000.00	$ 24,357.50	$ 139,357.50
2019	$ 115,000.00	$ 19,585.00	$ 134,585.00
2020	$ 125,000.00	$ 14,482.50	$ 139,482.50
2021	$ 130,000.00	$ 8,935.00	$ 138,935.00
2022	$ 135,000.00	$ 3,037.50	$ 138,037.50
Total	$ 935,000.00	$ 169,744.50	$ 1,104,744.50



$1,530,000

City of Sachse, Texas
Combination Tax & Limited Surplus Revenue, Series 2007

Debt Service Schedule - Business-Type

Utility Fund: 100%

Date	Principal	Interest	Principal + Interest	Fiscal Total
2/15/2015	$ 100,000.00	$ 19,601.50	$ 119,601.50	$ -
8/15/2015	$ -	$ 17,636.50	$ 17,636.50	$ -
9/30/2015	$ -	$ -	$ -	$ 137,238.00
2/15/2016	$ 105,000.00	$ 17,636.50	$ 122,636.50	$ -
8/15/2016	$ -	$ 15,557.50	$ 15,557.50	$ -
9/30/2016	$ -	$ -	$ -	$ 138,194.00
2/15/2017	$ 110,000.00	$ 15,557.50	$ 125,557.50	$ -
8/15/2017	$ -	$ 13,357.50	$ 13,357.50	$ -
9/30/2017	$ -	$ -	$ -	$ 138,915.00
2/15/2018	$ 115,000.00	$ 13,357.50	$ 128,357.50	$ -
8/15/2018	$ -	$ 11,000.00	$ 11,000.00	$ -
9/30/2018	$ -	$ -	$ -	$ 139,357.50
2/15/2019	$ 115,000.00	$ 11,000.00	$ 126,000.00	$ -
8/15/2019	$ -	$ 8,585.00	$ 8,585.00	$ -
9/30/2019	$ -	$ -	$ -	$ 134,585.00
2/15/2020	$ 125,000.00	$ 8,585.00	$ 133,585.00	$ -
8/15/2020	$ -	$ 5,897.50	$ 5,897.50	$ -
9/30/2020	$ -	$ -	$ -	$ 139,482.50
2/15/2021	$ 130,000.00	$ 5,897.50	$ 135,897.50	$ -
8/15/2021	$ -	$ 3,037.50	$ 3,037.50	$ -
9/30/2021	$ -	$ -	$ -	$ 138,935.00
2/15/2022	$ 135,000.00	$ 3,037.50	$ 138,037.50	$ -
8/15/2022	$ -	$ -	$ -	$ -
9/30/2022	$ -	$ -	$ -	$ 138,037.50
Total	$ 935,000.00	$ 169,744.50	$ 1,104,744.50	$ 1,104,744.50

DEPARTMENT: UTILITY ADMINISTRATION	FUND: UTILITY

MISSION STATEMENT & PROGRAM DESCRIPTION

The Utility Administration Department is a function of the Finance Department and is responsible for the billing and collection of metered water services by recording, billing and collecting for water, sewer and sanitation services.

Provide valuable public services and amenities	Continue to provide valuable customer service for all citizens of Sachse with water, sewer, trash and hazardous waste requests. On-going Continue to offer citizens convenient, and efficient means of paying for services through direct mail or online access by cash, check or credit card. On-going Continue to offer citizens a convenient way to make donations to the department of their choice through online request and at the time of starting service.
Ensure financial stability	Strengthen revenue collection with a 3rd party collection agency to be reported online twice a month. W1Y Maintain bad debt and writeoffs under $5,000 per year. 2-5 years Review rate and fee study annually to ensure the feasibility and necessity of rate increases. W1Y
Ensure effective communication exchange	Continue to promote e-billing participation through media promotion, the City website, and direct customer contact. On-going

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Added additional online banking payment portal.

Action: Increased efficiency in payment processing by implementing online check deposits.

Action: Updated billing process to allow a personal message on an individuals bill.

Strategic Objective: Ensure financial stability

Action: Comprehensive rate study and financial plan completed and implemented.

Action: Payment arrangement amended to only allow a 10 day extension 3 times per year.

Action: Cutoff process amended to no longer tag doors before disconnect, cutoff is the day after the due date on the late notice and no longer allow checks if customer is on the cutoff list. Accounts are now cut off that owe over $90 instead of $100.

Did you know?

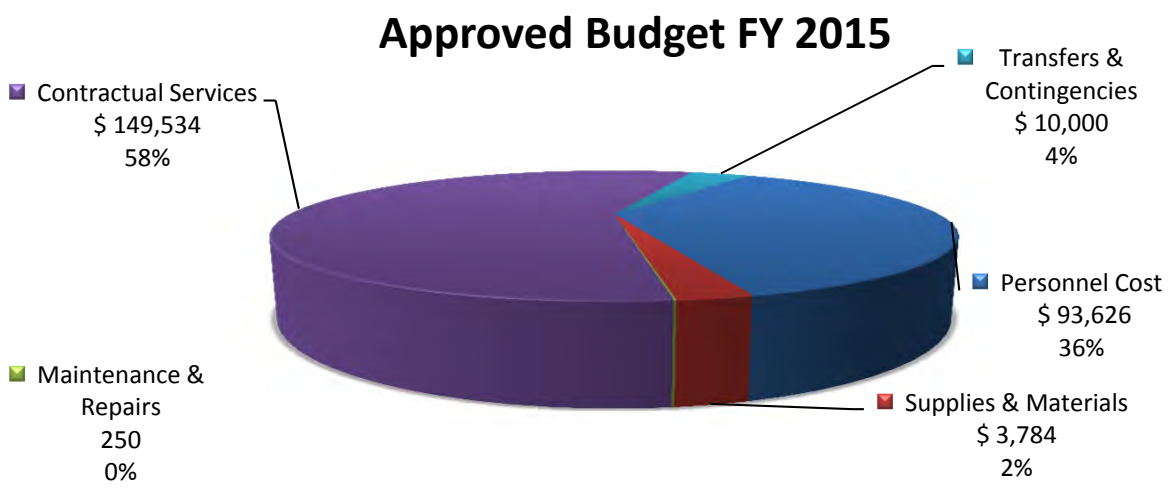
A local news station reported on the financial impact of continued water restrictions on cities' finances. The impact to Sachse's Water and Sewer fund is very similar, with lost revenues at approximately $200,000 for the first eight months of the fiscal year. Like all cities who purchase water from the North Texas Municipal Water District, the total gallons of water purchased each year is fixed by a contractual amount regardless of the gallons of water delivered .

PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
Utility Bills Processed	85,018	85,920	88,229	90,000
Utility Late Notices	14,734	16,179	16,087	16,500
Meters Read Monthly	7,125	7,383	7,640	7,700
Work Orders Completed	2,391	2,267	4,697	5,000
New Accounts Processed	1,052	1,035	1,183	1,100
Disconnects Tagged	1,189	1,461	1,494	-
Hours of Cross Training	4	NA	N/A	N/A
Utility Rate Reviews	2	2	2	2

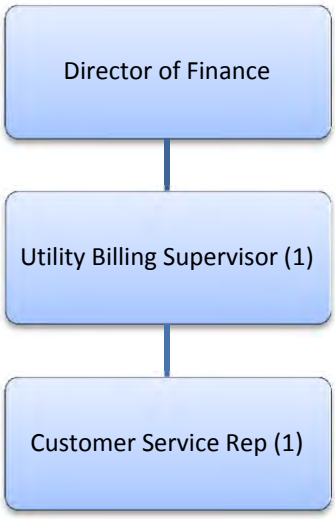
DEPARTMENT: UTILITY ADMINISTRATION	FUND: UTILITY

MAJOR BUDGETARY ISSUES

Increasing cost of providing water and sewer services to the Citizens of Sachse.



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 95,036	$ 79,691	$ 82,261	$ 95,471	14%
Supplies & Materials	3,331	2,744	4,522	6,952	35%
Maintenance & Repairs	247	0	350	250	-40%
Contractual Services	135,305	142,636	176,621	149,534	-18%
Transfers & Contingencies	$ 27,098	$ 20,348	5,000	10,000	50%
TOTAL	$ 261,017	$ 245,419	$ 268,754	$ 262,207	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	2	2	2	2	2
Continuous Part-Time	0	0	0	0	0
Temporary	0	0	0	0	0
TOTAL	2	2	2	2	2

EXPENDITURES
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
UTILITY ADMINISTRATION				
Personnel Costs				
Wages & Salaries	$ 65,260	$ 67,903	$ 67,829	$ 69,455
Overtime	689	300	353	300
Longevity Pay	140	236	188	332
Social Security & Med & FICA	4,929	5,235	4,780	5,362
TMRS Contributions	7,600	8,084	8,089	9,038
Vacation/Sick Leave Buy Back	758	-	-	-
Workers Compensation	296	233	216	239
Unemployment Tax	18	270	427	414
Employee Insurance Transfer Out	-	-	-	10,331
SUB-TOTAL	$ 79,691	$ 82,261	$ 81,882	$ 95,471
Supplies & Materials				
Utilities - Communications	$ 1,797	$ 1,992	$ 1,976	$ 1,644
Office Supplies	761	1,090	878	960
Postage	-	100	-	100
Small Tools & Equipment	126	200	91	3,368
Employee Training	60	1,040	1,384	780
Mileage Reimbursement	-	100	387	100
SUB-TOTAL	$ 2,744	$ 4,522	$ 4,715	$ 6,952
Maintenance & Repairs				
Office Equipment Repairs & Maintenance	$ -	$ 350	$ -	$ 250
SUB-TOTAL	$ -	$ 350	$ -	$ 250
Contractual Services				
Professional Services	$ 11,576	$ 37,348	$ 38,189	$ 7,856
Printer Services	63,625	64,700	68,984	64,840
Bank Charges & Fees	39,800	40,200	46,543	42,600
Copier Rental & Maintenance	694	657	771	753
Maintenance & Support Contracts	26,941	33,716	27,917	33,485
SUB-TOTAL	$ 142,636	$ 176,621	$ 182,404	$ 149,534
Transfers & Contingencies				
Bad Debt Expense	$ 17,811	$ 5,000	$ 5,000	$ 10,000
Depreciation Expense	2,537			-
SUB-TOTAL	$ 20,348	$ 5,000	$ 5,000	$ 10,000
TOTAL UTILITY ADMINISTRATION	**$ 245,419**	**$ 268,754**	**$ 274,001**	**$ 262,207**

DEPARTMENT:	FUND:
WATER OPERATIONS	**UTILITY**

MISSION STATEMENT & PROGRAM DESCRIPTION

The Water Department, through ongoing maintenance and monitoring, delivers a safe, high quality, water supply to the citizens of Sachse. The department maintains 130 miles of piping, two pump stations, six storage facilities, and two delivery points from the North Texas Municipal Water District. Current storage capacity is 6.9 million gallons. Average daily usage throughout the city is 3.5 million gallons per day.

STRATEGIC OBJECTIVES	GOALS
Provide valuable public services and amenities	Continue to deliver a safe, high-quality potable water supply to the citizens of Sachse. On-going Continue to ensure continuous water service with minimal interruption. On-going
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Assess and service future growth needs by planning and expanding the water distribution system. On-going Continue to evaluate, prioritize, and implement pro-active maintenance programs. On-going
Ensure effective communication exchange	Monitor regulatory agency guidelines and requirements to stay compliant with all State and Federal regulations. On-going

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Rehabilitation of water storage facilities

Action: Water main extensions along Pleasant Valley Rd.

FYI

The City of Sachse 2013 Water Quality Report is available at cityofsachse.com

Did you know?

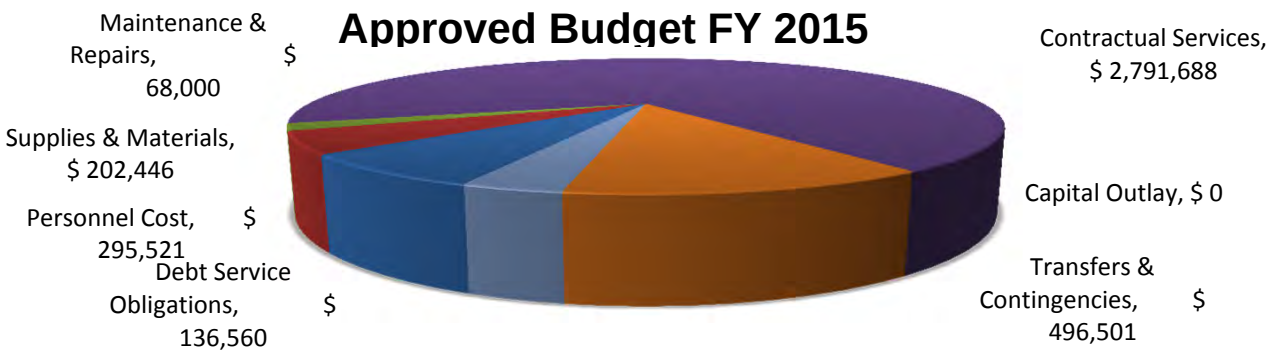
Lavon Lake serves as the NTMWD's main raw water supply source. The NTMWD also holds water rights for raw water supplies from Lake Texoma, Jim Chapman Lake and the wetland facility near Crandall. Additional supplies are available if needed through a water transfer to Lavon Lake from Lake Tawakoni. The raw water supply from Lake Texoma is currently unavailable due to efforts to prevent the spread of zebra mussels, which have invaded the lake.

PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
Leaks Repaired	190	160	120	130
Fire Hydrant Repair	15	5	4	5
Work Orders	270	310	334	350
Line Locates	120	110	115	120
Taps Installed	10	4	6	10
Main Line Flushing	12	12	12	12
Ground Storage Facilities	4	8	8	8
Elevated Storage Facilities	2	2	2	2
# of Fire Hydrants	770	865	933	900
Water Mains (# of miles)	106	125	130	135
# water main line breaks	19	8	7	6
# water lines replaced (linear feet)	500	200	185	250
Avg daily consumption (000's gallons)	8,214	9,568	11,116	12,234
Water Restriction Level	Stage 2	Stage 3	Stage 3	Stage 3

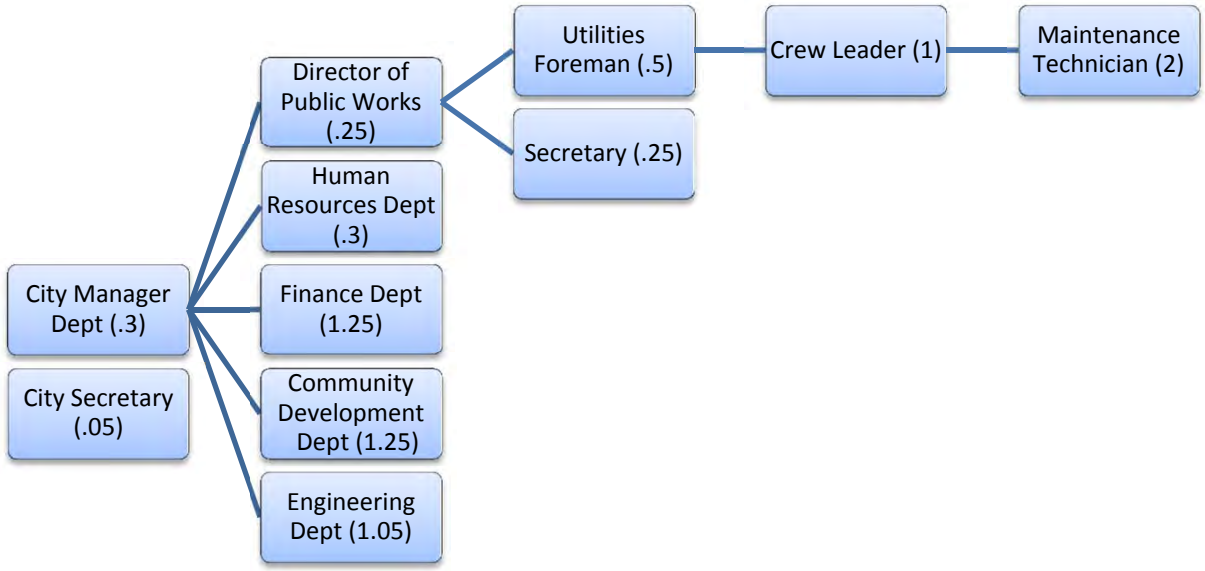
DEPARTMENT:	FUND:
WATER OPERATIONS	**UTILITY**

MAJOR BUDGETARY ISSUES

The City's water system is supplied by NTMWD. NTMWD is responsible for setting the rates charged to their customers. Rates are calculated annually and are based on the projected cost of providing the service. Water rates are set per 1,000 gallons. The $239,788 increase in the NTMWD Contract reflects this projected cost of service.



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 265,518	$ 286,297	$ 295,521	$ 335,243	12%
Supplies & Materials	188,499	189,140	202,446	196,410	-3%
Maintenance & Repairs	285,685	31,928	68,000	68,000	0%
Contractual Services	2,191,672	2,467,109	2,791,688	3,034,782	8%
Capital Outlay	0	779,743	0	25,100	0%
Transfers & Contingencies	472,020	501,504	496,501	455,683	-9%
Debt Service Obligations	50,202	45,164	136,560	137,238	0%
TOTAL	$ 3,453,596	$ 4,300,885	$ 3,990,716	$ 4,252,456	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	9.15	9.15	8.05	8.05	8.05
Continuous Part-Time	0.15	0.15	0.15	0.15	0.15
Temporary	0.05	0.05	0.05	0.05	0.05
TOTAL	9.35	9.35	8.25	8.25	8.25

EXPENDITURES
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
WATER OPERATIONS				
Personnel Costs				
Wages & Salaries	$ 217,747	$ 230,135	$ 217,994	$ 232,625
Overtime	9,000	6,760	10,462	6,760
Other Pay	601	600	601	600
Longevity Pay	1,250	1,132	1,546	1,256
Social Security & Med & FICA	17,416	18,413	17,354	18,676
TMRS Contributions	26,838	28,433	27,554	31,481
Vacation/Sick Leave Buy Back	2,783	2,074	2,445	2,891
Workers Compensation	10,278	7,299	6,758	7,449
Unemployment Tax	384	675	1,086	963
Employee Insurance Transfer Out	-	-	-	32,542
SUB-TOTAL	$ 286,297	$ 295,521	$ 285,801	$ 335,243
Supplies & Materials				
Utilities - Electric	$ 115,580	$ 119,598	$ 93,367	$ 117,161
Utilities - Gas	666	551	1,003	1,044
Utilities - Water	239	213	277	318
Utilities - Communications	3,816	10,788	2,970	3,591
Office Supplies	5,034	4,000	6,642	5,000
Postage	325	2,300	-	2,300
Water System Supplies	32,954	35,000	34,093	35,000
Uniforms & Accessories	2,494	1,500	1,018	1,500
Small Tools & Equipment	9,744	14,000	14,422	14,000
Fuel & Lubricants	13,576	9,000	13,771	11,000
Dues & Subscriptions	-	496	460	496
Employee Training	4,713	5,000	5,070	5,000
SUB-TOTAL	$ 189,140	$ 202,446	$ 173,093	$ 196,410
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 5,282	$ 4,000	$ 4,988	$ 4,000
Machinery Repairs & Maintenance	3,713	4,000	3,727	4,000
Water Storage Facility Maintenance	4,275	20,000	7,364	20,000
Water Distribution System Maintenance	15,350	35,000	23,482	35,000
SCADA Maintenance & Repair	3,308	5,000	-	5,000
SUB-TOTAL	$ 31,928	$ 68,000	$ 39,562	$ 68,000

Contractual Services				
Franchise Expense	$ 201,992	$ 201,747	$ 178,338	$ 205,109
NTMWD Contract	2,247,408	2,571,055	2,421,966	2,810,843
TCEQ Fees	16,652	16,830	16,482	16,830
Copier Rental & Maintenance	1,056	1,056	440	1,000
Equipment & Machinery Rental	-	1,000	200	1,000
SUB-TOTAL	$ 2,467,109	$ 2,791,688	$ 2,617,426	$ 3,034,782
Capital Outlay				
Vehicles	$ -	$ -	$ -	$ 25,100
Depreciation Expense	779,743	-	-	-
Water System CIP - Water Lines	-	-	20,921	-
SUB-TOTAL	$ 779,743	$ -	$ 20,921	$ 25,100
Transfers & Contingencies				
Operating Transfer Out - G&A	$ 501,504	$ 496,501	$ 496,501	$ 455,683
SUB-TOTAL	$ 501,504	$ 496,501	$ 496,501	$ 455,683
Debt Service Obligations				
Paying Agent Fees	$ 500	$ 500	$ 500	$ -
Principal - 2007 Series CO	-	95,000	95,000	100,000
Interest - 2007 Series CO	44,664	41,060	41,060	37,238
SUB-TOTAL	$ 45,164	$ 136,560	$ 136,560	$ 137,238
TOTAL WATER OPERATIONS	**$ 4,300,884**	**$ 3,990,716**	**$ 3,769,864**	**$ 4,252,456**

DEPARTMENT: WASTEWATER OPERATIONS	FUND: UTILITY

MISSION STATEMENT & PROGRAM DESCRIPTION

The Sewer Department's mission is to ensure customer health and maintain environmental integrity through ongoing proactive maintenance. The department maintains over 90 miles of piping, four lift stations, and two outfall metering stations. Constant monitoring is accomplished via the SCADA system. Video inspection equipment is used to monitor the integrity of piping and identify inflow and infiltration issues.

STRATEGIC OBJECTIVES	GOALS
Provide valuable public services and amenities	Continue to maintain the sewer system in such a manner as to protect the public health of citizens and preserve the environment while complying with all regulatory agency requirements. On-going Ensure unregulated overflows are eliminated or reduced. On-going
Plan, Expand, Upgrade, and Maintain infrastructure and equipment	Assess and service future growth needs by planning and expanding the sewer system. On-going Continue to evaluate, prioritize, and implement pro-active maintenance programs. Reduce Inflow and Infiltration by replacing deteriorating piping and fixtures.
Ensure effective communication exchange	Monitor regulatory agency guidelines and requirements to stay compliant with all State and Federal regulations.
Retain a high-quality workforce	Enhance employee technical knowledge through on-site training or continuing education available.

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Developed pipeline inspection program so as to identify potential problems and be proactive in repairs.

Strategic Objective: Plan, Expand, Upgrade and Maintain

Action: Upgrade of Merritt Rd. lift station and force main

Action: Elimination of the Hunters Ridge lift station.

Strategic Objective: Retain a high quality workforce.

Action: Department employees attend classes and are state certified in wastewater collection.

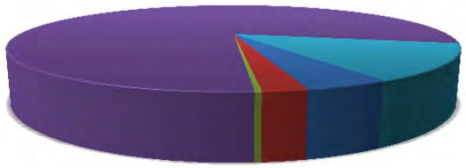
Did you know?

The SCADA system allows the City to significantly reduce operating labor costs, while at the same time actually improve sewer system performance and reliability. A SCADA system will indicate the nature and degree of a problem, while the ability to remotely control site equipment may permit an operator to postpone a site visit till working hours. SCADA based alarming is also very

MAJOR BUDGETARY ISSUES

As the City continues to grow, the need for new infrastructure increases to avoid overuse on existing.

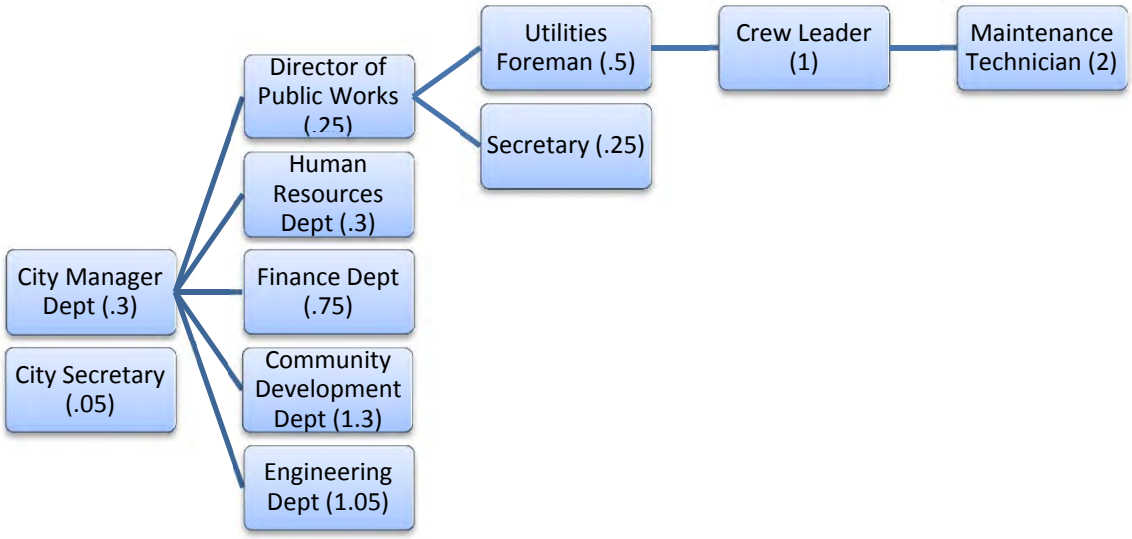
Approved Budget FY 2015



5%	Personnel Cost
2%	Supplies & Materials
0%	Maintenance & Repairs
80%	Contractual Services
13%	Transfers & Contingencies

DEPARTMENT: SEWER OPERATIONS				FUND: UTILITY
PERFORMANCE INDICATORS	**2011-2012**	**2012-2013**	**2013-2014**	**Budget 2014-2015**
Activities:				
Camera Sewer Lines	35	40	40	40
Sewer Clogs	80	25	28	20
Install Clean Out	30	30	34	25
New Taps	5	7	6	10
Manhole Maintenance	80	60	50	70
Main Line Repairs	20	15	9	15
Monthly Main Cleaning	12	12	12	12
# of sewer connections	7,500	7,700	7,900	8,000
# of Lift stations	5	4	4	4
Sanitary Sewer (miles)	86	92	103	115
Sewer main lines replaced (linear feet)	350	150	326	150
Sewer main lines cleaned (linear feet)	180,000	250,000	168,000	225,000
Total sewage system flow (000's gallons)	2.0 MGD	2.6MGD	2.9MGD	3.1MGD

EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 105,296	$ 106,999	$ 116,113	$ 134,969	14%
Supplies & Materials	65,763	63,472	74,302	70,838	-5%
Maintenance & Repairs	44,072	69,659	105,000	10,550	-895%
Contractual Services	2,043,669	1,757,267	2,317,032	2,368,443	2%
Transfers & Contingencies	366,996	852,654	394,288	388,197	-2%
TOTAL	$ 2,625,796	$ 2,850,051	$ 3,006,735	$ 2,972,997	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2010/11**	**Actual 2011/12**	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**
Full-Time	6.65	7.55	7.55	7.55	7.55
Continuous Part-Time	0.15	0.15	0.15	0.15	0.15
Temporary	0.05	0.05	0.05	0.05	0.05
TOTAL	6.85	7.75	7.75	7.75	7.75

EXPENDITURES
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
SEWER OPERATIONS				
Personnel Costs				
Wages & Salaries	$ 79,595	$ 85,706	$ 83,754	$ 87,042
Overtime	6,338	6,760	10,576	6,760
Other Pay	-	-	238	300
Longevity Pay	180	1,516	296	456
Social Security & Med & FICA	6,549	7,249	7,142	7,311
TMRS Contributions	9,870	11,194	11,268	12,324
Vacation/Sick Leave Buy Back	751	781	383	1,012
Workers Compensation	3,665	2,502	2,317	2,546
Unemployment Tax	52	405	622	621
Employee Insurance Transfer Out	-	-	-	17,604
SUB-TOTAL	$ 106,999	$ 116,113	$ 116,595	$ 135,976
Supplies & Materials				
Utilities - Electric	$ 37,023	$ 40,923	$ 31,552	$ 36,972
Utilities - Gas	666	551	1,003	1,044
Utilities - Water	239	212	277	470
Utilities - Communications	917	1,116	734	852
Sewer System Supplies	10,212	15,000	11,816	15,000
Uniforms & Accessories	888	900	839	900
Small Tools & Equipment	4,160	4,000	3,655	4,000
Fuel & Lubricants	7,470	10,000	9,191	10,000
Employee Training	1,897	1,600	1,548	1,600
SUB-TOTAL	$ 63,472	$ 74,302	$ 60,614	$ 70,838
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 2,086	$ 3,000	$ 2,062	$ 3,000
Machinery Repairs & Maintenance	1,587	2,000	4,248	2,500
Sewer System Maintenance	59,882	80,000	40,986	80,000
SCADA Maintenance & Repair	6,103	20,000	17,394	20,000
SUB-TOTAL	$ 69,659	$ 105,000	$ 64,691	$ 105,500
Contractual Services				
Franchise Expense	$ 147,001	$ 154,612	$ 152,142	$ 185,634
Garland Sewer Contract	1,610,267	2,162,420	1,642,376	2,170,767
SUB-TOTAL	$ 1,757,267	$ 2,317,032	$ 1,794,519	$ 2,356,401
Capital Outlays and Projects				
Sewer System CIP - Sewer Lin	$ -	$ -	$ 185,785	$ -
Sewer System CIP - Lift Stations	-	-	1,290,769	-

Sewer System CIP - Force Mains	-	-	10,215	-
	$ -	$ -	$ 1,486,769	$ -
Transfers & Contingencies				
Operating Transfer Out - G&A	$ 402,192	$ 394,288	$ 394,289	$ 392,767
Depreciation Expense	450,462	-	-	-
SUB-TOTAL	$ 852,654	$ 394,288	$ 394,289	$ 392,767
TOTAL SEWER OPERATIONS	**$ 2,850,051**	**$ 3,006,735**	**$ 3,917,478**	**$ 3,061,482**

DEPARTMENT: METER READING	FUND: UTILITY

MISSION STATEMENT & PROGRAM DESCRIPTION

The City of Sachse Meter Reading Department strives to provide accurate and timely readings of all City utility accounts whereby the billing division can produce accurate utility bills. As a field representative for the City of Sachse, the Meter Reading department conducts all City business with the utmost respect for the citizens. Normal workload consists of connecting/disconnecting, customer service, leak detection notification, answering customer questions and concerns, replacing and setting construction meters, and reporting usage.

Provide valuable public services and amenities	Continue to provide valuable customer service for all citizens of Sachse by monitoring all leak alerts, high and low reporting, and tamper and stopped meter alerts. On-going Continue to provide accurate water usage for utility billing. On-going
Ensure effective communication exchange	Continue to use print and oral communication to aid customer understanding of water use policies. On-going
Retain a high-quality workforce	Cross-train and assist with clerical responsibilities as requested. On-going

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Provide valuable public services

Action: Send a late notice to customers prior to shutoff.

Action: Tag doors for accounts that have leak flags during billing and provide detailed usage reports to assist customers in reducing usage.

Action: Aggressively identify and replace failing registers.

Did you know?

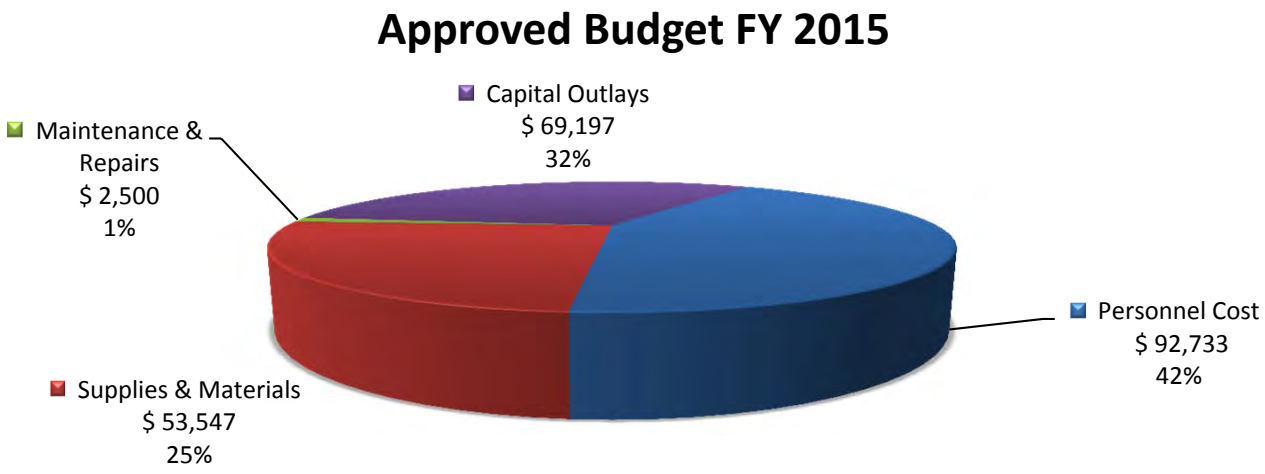
Possible Water Leak Detected
This month while reading your meter the system indicated that water ran through your meter for a constant 3 hours (which could indicate your water was left on or you have a leak on your line).

PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
# of connections	7,299	7,311	7,467	7,800
Meters Read (Monthly)	7,125	7,383	7,640	7,700
Work Orders Completed	2,360	2,267	4,697	5,000
New Meter Sets	168	127	241	200
Meters Replaced	822	519	818	1,000

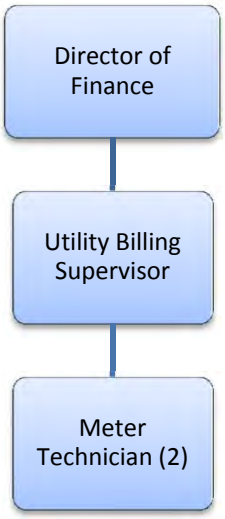
DEPARTMENT: METER READING	FUND: UTILITY

MAJOR BUDGETARY ISSUES

Increase in meter inventory to replace aging meters and install new meters needed as City growth continues.



EXPENDITURES	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15	% Increase/ Decrease
Category:					
Personnel Cost	$ 75,481	$ 77,993	$ 79,042	$ 92,733	15%
Supplies & Materials	48,960	32,866	19,568	53,547	63%
Maintenance & Repairs	1,922	1,646	2,500	2,500	0%
Capital Outlays	0	2,788	25,000	69,197	64%
TOTAL	$ 126,363	$ 115,293	$ 126,110	$ 217,977	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	2	2	2	2	2
Continuous Part-Time	0	0	0	0	0
Temporary	0	0	0	0	0
TOTAL	2	2	2	2	2

EXPENDITURES
FISCAL YEAR 2014-2015

UTILITY FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
METER READING				
Personnel Costs				
Wages & Salaries	$ 62,607	$ 61,781	$ 61,559	$ 63,020
Overtime	16	500	-	500
Longevity Pay	848	944	944	1,040
Social Security & Med & FICA	4,767	4,892	4,692	5,050
TMRS Contributions	7,215	7,554	7,391	8,513
Vacation/Sick Leave Buy Back	-	725	-	1,454
Workers Compensation	2,523	2,376	2,200	2,423
Unemployment Tax	18	270	414	414
Employee Insurance Transfer Out	-	-	-	10,319
SUB-TOTAL	$ 77,993	$ 79,042	$ 77,200	$ 92,733
Supplies & Materials				
Utilities - Communications	$ 1,729	$ 1,968	$ 1,565	$ 1,548
Office Supplies	199	100	95	200
Water Meters & Supplies	23,718	10,000	25,402	44,069
Uniforms & Accessories	283	400	329	200
Small Tools & Equipment	632	1,200	1,993	1,200
Fuel & Lubricants	6,305	5,800	6,072	5,800
Employee Training	-	100	-	530
SUB-TOTAL	$ 32,866	$ 19,568	$ 35,455	$ 53,547
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 1,646	$ 2,500	$ 1,641	$ 2,500
SUB-TOTAL	$ 1,646	$ 2,500	$ 1,641	$ 2,500
Capital Outlays				
Vehicles	$ -	$ -	$ -	$ 18,125
Water CIP - Meters	-	25,000	21,155	51,072
SUB-TOTAL	$ -	$ 25,000	$ 21,155	$ 69,197
Transfers & Contingencies				
Depreciation Expense	$ 2,788	$ -	$ -	$ -
SUB-TOTAL	$ 2,788	$ -	$ -	$ -
TOTAL METER READING	**$ 115,294**	**$ 126,110**	**$ 135,451**	**$ 217,977**

DEBT SERVICE FUND

The Debt Service Fund is a special fund established to account for the accumulation and expenditure of resources for payment of principal and interest on tax supported bonded debt. Bonded debt includes general obligation bonds, certificates of obligations and combination tax and revenue certificates of obligation.

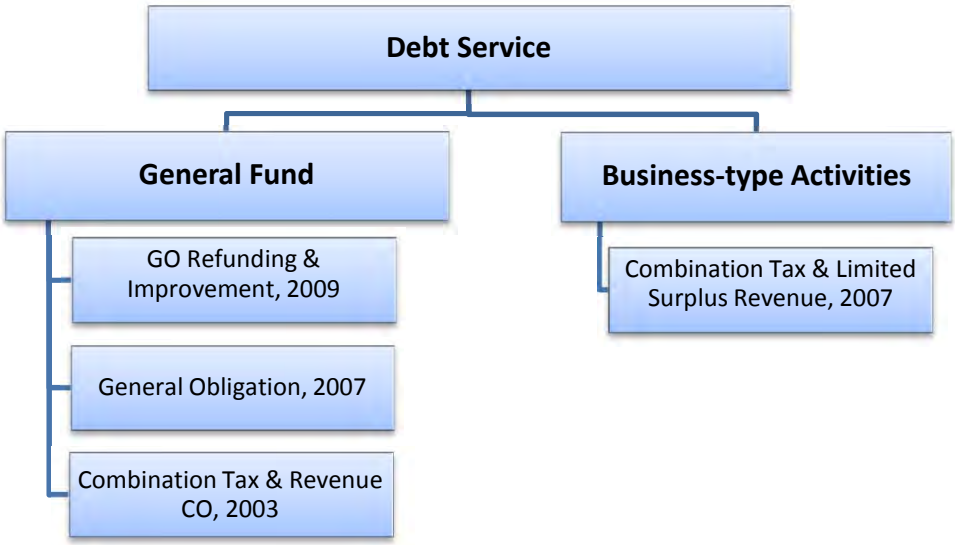
The principal source of revenue is assessed property taxes as established by ordinance.

City of Sachse

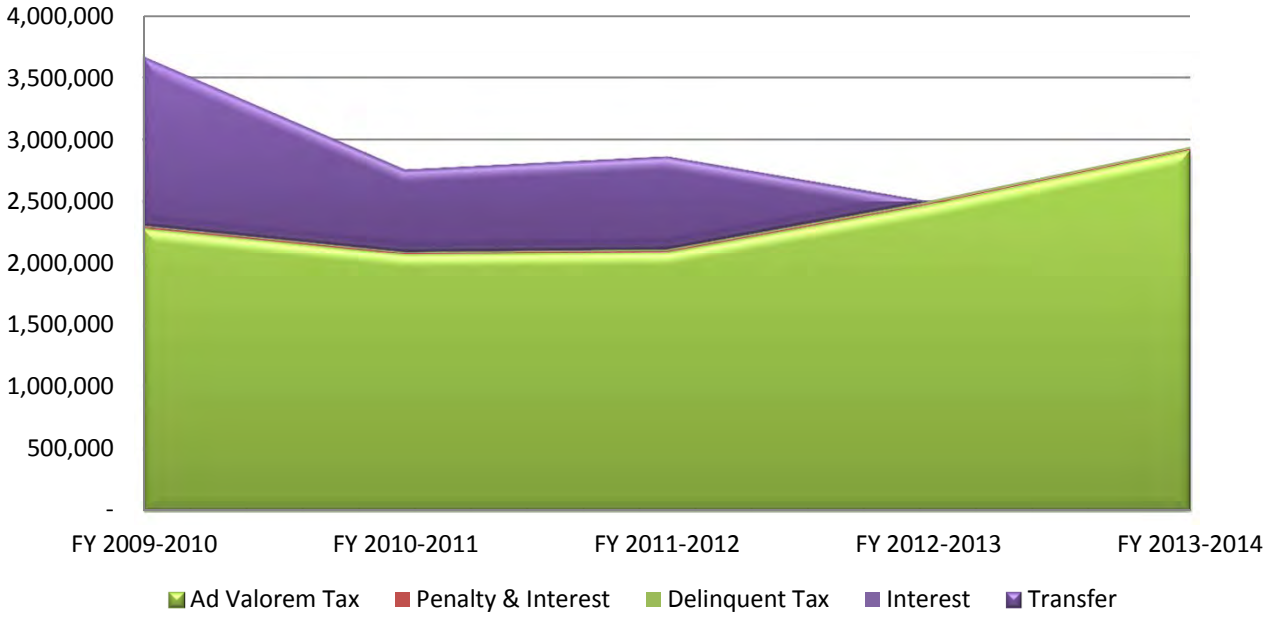
DEBT SERVICE FUND OVERVIEW

The **Debt Service Fund** accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest. The resources of this fund are generated by a tax levy based upon property values. Payments of principal and interest are made for general obligation bonds, certificates of obligation, and revenue bonds.

Current general outstanding debt, including principal and interest, equals $58,473,072 comprised of a general obligation refunded issue, a general obligation issue and a combination tax and revenue certificates of obligation.



DEBT SERVICE MAJOR REVENUE



DEBT SERVICE FUND OVERVIEW

AGGREGATE DEBT SERVICE SCHEDULE

The Aggregate Debt Service Schedule shows principal and interest payment obligations through 2034. Annually, the Debt Service Schedule of obligations and self-supporting revenue (primarily property tax and interest income) is analyzed for stability.

Numerous, unforeseen changes in variables make annual analysis vital. Annually, assumptions can be revised to incorporate economical and valuation fluctuations, and refunding options. Analysis will include:

1. Estimated annual growth in the taxable assessed valuation over the life of the debt,
2. Existing amount of GO Debt Service obligations each year for the life of the debt,
3. Other long term debt obligations for the life of the debt,
4. Collection rate of Debt Service (I&S) portion of ad valorem tax levy over the life of the debt,
5. Interest rate projections for the life of the debt,
6. Estimated I&S tax rate for the life of the debt, and
7. Refunding feasibility.

Ad Valorem Property Taxes, Current Year (99%)

The Collin Central Appraisal District (CCAD) and Dallas Central Appraisal District (DCAD) establish the value of each property within the City of Sachse.

Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/100)*B*C **Where:** A = Certified Net Taxable Value B = Tax rate C = Collection Rate	1. Assessed values expected to increase 9%	A. 1,405,111,801 B. .211785 cents C. 99.0% collection	$ 2,916,217	$ 2,946,058

Detailed Assumptions:

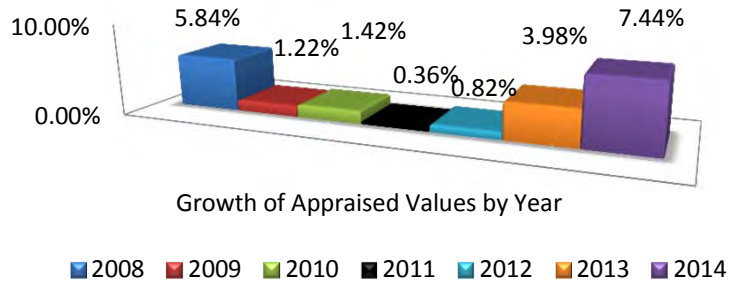
1. No refunding option available this fiscal year.

2. Reallocate 1.6 cents from Interest & Sinking (I&S) to Maintenance & Operations (M&O). M&O= .559034 I&S= .211785

Did you know?

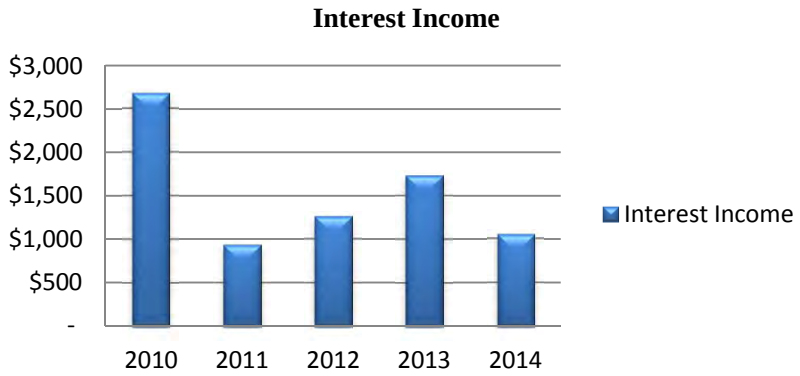
Standard & Poor's AA rating reflects the City's good management practices and very strong financial position mainly due to "close proximity to Dallas, very strong wealth and income levels and historically very strong general fund reserves."

DEBT SERVICE FUND OVERVIEW



Interest (1%)

Interest Income spiked in FY 2008 from earnings received from investing the 2007 Bond Proceeds. In subsequent years, interest rates have declined and remain historically low. The decrease in interest income is a combination of low interest rates and reduction in the debt service fund balance.



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A*(1+B/1)^(1*(C/12))) **Where:** A = Average Balance B = Rate C = Time	1. Money Market 2. Debt Service Payments	A. I&S accts B. .1% - .2%	$ 1,051	$ 1,500

Detailed Assumptions:

1. The economic outlook for interest rates is not promising. Economics projected rates to remain low for an "extended period;" therefore, interest calculations reflect the current rate of interest.

Did you know?

You can see your tax dollars at work by viewing the list of Capital Improvement Projects in the CIP Section?

CITY OF SACHSE

GENERAL OBLIGATION DEBT SERVICE
LEGAL DEBT MARGIN

Article XI, Section 5 of the Texas Constitution, applicable to cities of more than 5,000 population, limits Ad Valorem Tax rates to $2.50 per $100 assessed valuation for cities operating under a Home Rule Charter, with up to $1.50 allowed to be allocated to the I&S tax rate.

The City Fiscal and Budgetary Policy Statements proclaim "The debt to operations component of the tax rate should not exceed 30%.

The City Charter (Section 7.14) states: *Power to Borrow.* The city shall have the right and power, except as prohibited by law or this Charter, to borrow money by whatever method it may deem to be in the public interest.

Tax Obligation Bonds—General.
(a) The city shall have the power to borrow money on the credit of the city and to issue general obligation bonds for permanent public improvements or any other public purpose not prohibited by law of [or] this Charter, and to issue refunding bonds to refund outstanding bonds previously issued. All such bonds or certificates of obligation shall be issued in conformity with the laws of the State of Texas and shall be used only for purposes for which they were issued.

(b) Any bonds issued under the provisions of this section shall not be issued without an election. The city council shall prescribe the procedure for calling and holding such elections, shall define the voting precincts and shall provide for the return and canvass of the ballots cast at such elections.

(c) If at such elections a majority of the vote shall be in favor of creating such a debt or refunding outstanding valid bonds of the city, it shall be lawful for the city council to issue bonds as proposed in the ordinance submitting same. If, however, a majority of the vote polled shall be against the creation of such debt or refunding such bonds, the city council shall be without authority to issue the bonds. In all cases when the city council shall order an election for the issuance of bonds of the city, it shall, at the same time, submit the question of whether or not a tax shall be levied upon the property within the city for the purpose of paying the interest on the bonds and to create a sinking fund for their redemption.

Revenue Bonds. The city shall have the power to borrow money for the purpose of any self-liquidating municipal function not prohibited by the Constitution and the laws of the State of Texas. With an affirmative vote of at least five (5) members of the city council, it shall have the power to issue revenue bonds and to evidence the obligation created thereby. Such bonds shall be in charge upon and payable from the properties, or interest therein pledged, or the income therein gained from, or both. The holder(s) of the revenue bonds shall never have the right to demand payment thereof out of the monies raised or to be raised by taxation. All such bonds shall be issued in conformity with the laws of the State of Texas and shall be used only for the purpose for which they were issued.

Emergency Funding. In any budget year, the city council may, by affirmative vote of a majority of the city council, authorize the borrowing of money for emergency situations as defined in Section 11.05(4) of Article XI of this Charter.

The City Charter (Section 11.05) also states: The word "emergency" as used in this Charter means situations arising from circumstances involving imminent threats to public health and safety or sudden unforeseeable situations mandating immediate action by the governing body.

CITY OF SACHSE

GENERAL OBLIGATION DEBT SERVICE
LEGAL DEBT MARGIN

The legal debt margin amount is important in that it represents the net amount of external financing resources that is available to the City through the issuance of general obligation (G.O.) bonds. G.O. bonds are debt instruments issued in the name of the government and whose repayment is guaranteed through a pledge of a full faith and credit of the issuer. In layman's terms, when the majority of voters in the City approve a general obligation bond referendum, they are guaranteeing the purchaser of the bond they will pay property taxes in an amount that is sufficient to redeem the bond upon maturity and pay the interest earned on the outstanding bonds. Neither the State of Texas nor City Charter limits the debt that can be issued.

The legal debt margin is calculated at any point in time by deducting the amount of the current outstanding G.O. debt from the statutory debt limit. The purpose for determining this calculation is to determine the maximum amount of new debt that could be legally issued should the need arise. As provided by law, the issuance of revenue bonds does not count against the legal debt margin. No general obligation debt limitation is imposed on the City under current State law or the City's Home Rule Charter.

	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Maximum Debt Service Rate	$ 1.50	$ 1.50	$ 1.50	$ 1.50	$ 1.50
Debt Service Rate	$ 0.171925	$ 0.171925	$ 0.201925	$ 0.228125	$ 0.211785
Legal Debt Margin	$ 1.328075	$ 1.328075	$ 1.298075	$ 1.271875	$ 1.288215

Fund Allocation	**2010-2011**	**2011-2012**	**2012-2013**	**2013-2014**	**2014-2015**
General Fund	0.533894	0.598894	0.568894	0.542694	0.559034
Debt Service	0.171925	0.171925	0.201925	0.228125	0.211785
	0.705819	**0.770819**	**0.770819**	**0.770819**	**0.770819**

Fiscal Policy Test	**2010-2011**	**2011-2012**	**2012-2013**	**2013-2014**	**2014-2015**
Max. Rate	30%	30%	30%	30%	30%
Debt to Oper. Rate	24%	22%	26%	30%	27%
Policy Compliance	Yes	Yes	Yes	Yes	Yes

Total Assessed Value (including exemptions)	$ 1,531,964,234
Debt limit	$ 76,598,212
Total GO Debt	
General Bonded Aggregate Total	35,950,000
Less: Certificates of Obligation	(470,000)
Less: Amount available in Debt Service Fund	(267,991)
Less: Amount considered self-supporting	(935,000)
Total net debt applicable to debt limit	$ 34,277,009
Legal debt margin	$ 42,321,203

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

DEBT SERVICE FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 637,080	$ 275,196	$ 275,196	$ 291,804
REVENUES				
Property Taxes	$ 2,502,651	$ 2,915,826	$ 2,940,003	$ 2,964,058
Interest, Rent & Leases	1,735	1,500	1,051	1,500
Intragovernmental Transfers	-	-	-	-
TOTAL REVENUES	$ 2,504,386	$ 2,917,326	$ 2,941,053	$ 2,965,558
EXPENDITURES				
Debt Service Obligations	$ 2,866,270	$ 2,924,531	$ 2,924,446	$ 2,958,191
TOTAL EXPENDITURES	$ 2,866,270	$ 2,924,531	$ 2,924,446	$ 2,958,191
TOTAL REVENUES OVER EXPENDITURES	$ (361,884)	$ (7,205)	$ 16,607	$ 7,367
ENDING FUND BALANCE	$ 275,196	$ 267,991	$ 291,804	$ 299,171

REVENUE DETAIL
FISCAL YEAR 2014-2015

DEBT SERVICE FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
PROPERTY TAXES				
Current Property Tax	$ 2,475,207	$ 2,897,826	$ 2,916,217	$ 2,946,058
Delinquent Property Tax	16,701	10,000	13,859	10,000
Penalty & Interest	10,743	8,000	9,926	8,000
TOTAL PROPERTY TAXES	$ 2,502,651	$ 2,915,826	$ 2,940,003	$ 2,964,058
INTEREST, RENT & LEASES				
Interest Income	$ 1,735	$ 1,500	$ 1,051	$ 1,500
TOTAL INTEREST, RENT & LEASES	$ 1,735	$ 1,500	$ 1,051	$ 1,500
INTRAGOVERNMENTAL TRANSFERS				
Use of Fund Balance	$ -	$ -	$ -	$ -
Operating Transfer In	-		-	
TOTAL INTRAGOVERNMENTAL TRANSFERS	$ -	$ -	$ -	$ -
TOTAL REVENUES	$ 2,504,386	$ 2,917,326	$ 2,941,053	$ 2,965,558

EXPENDITURES
FISCAL YEAR 2014-2015

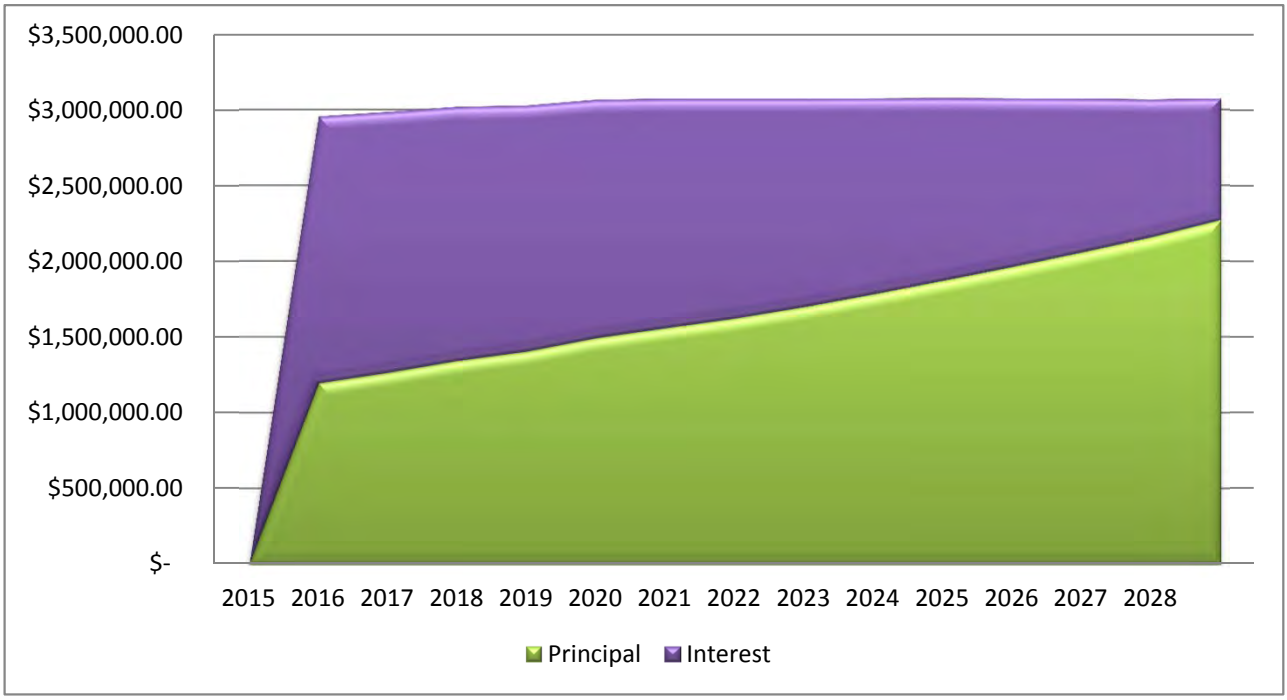
DEBT SERVICE FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
Debt Service Obligations				
Paying Agent Fees	$ 823	$ 1,000	$ 915	$ 1,000
Principal - 2003 Series CO Bonds	175,000	105,000	105,000	110,000
Interest - 2003 Series CO Bonds	26,725	21,055	21,055	16,915
Principal - 2007 Series GO Bonds	240,000	250,000	250,000	260,000
Interest - 2007 Series GO Bonds	207,785	197,985	197,985	187,785
Principal - 2009 Series GO Bonds	1,595,936	1,579,491	1,579,491	1,557,491
Interest - 2009 Series GO Bonds	620,000	770,000	770,000	825,000
TOTAL DEBT SERVICE OBLIGATIONS	$ 2,866,270	$ 2,924,531	$ 2,924,446	$ 2,958,191

City of Sachse, Texas
Outstanding General Bonded Debt

Debt Service Schedule General Bonded Aggregate

Date	Principal	Interest	Total Principal + Interest
2015	$ 1,195,000.00	$ 1,762,191.28	$ 2,957,191.28
2016	$ 1,265,000.00	$ 1,720,471.28	$ 2,985,471.28
2017	$ 1,345,000.00	$ 1,674,464.40	$ 3,019,464.40
2018	$ 1,405,000.00	$ 1,624,695.02	$ 3,029,695.02
2019	$ 1,495,000.00	$ 1,571,576.27	$ 3,066,576.27
2020	$ 1,560,000.00	$ 1,513,020.02	$ 3,073,020.02
2021	$ 1,625,000.00	$ 1,447,701.27	$ 3,072,701.27
2022	$ 1,700,000.00	$ 1,372,807.52	$ 3,072,807.52
2023	$ 1,785,000.00	$ 1,289,207.52	$ 3,074,207.52
2024	$ 1,875,000.00	$ 1,201,382.52	$ 3,076,382.52
2025	$ 1,965,000.00	$ 1,109,207.52	$ 3,074,207.52
2026	$ 2,060,000.00	$ 1,012,557.52	$ 3,072,557.52
2027	$ 2,160,000.00	$ 909,832.52	$ 3,069,832.52
2028	$ 2,275,000.00	$ 800,430.64	$ 3,075,430.64
2029	$ 1,930,000.00	$ 694,098.76	$ 2,624,098.76
2030	$ 2,035,000.00	$ 590,500.01	$ 2,625,500.01
2031	$ 2,145,000.00	$ 480,775.01	$ 2,625,775.01
2032	$ 2,270,000.00	$ 357,787.51	$ 2,627,787.51
2033	$ 2,405,000.00	$ 220,459.38	$ 2,625,459.38
2034	$ 2,550,000.00	$ 74,906.25	$ 2,624,906.25
Total	$ 37,045,000.00	$ 21,428,072.22	$ 58,473,072.22



$2,000,000

City of Sachse, Texas
Combination Tax & Revenue Certificates of Obligation, Series 2003

Debt Service Schedule - General Bonded

General Fund: 100%

Date	Principal	Interest	Principal + Interest	Fiscal Total
2/15/2015	$ 110,000.00	$ 9,530.00	$ 119,530.00	$ -
8/15/2015	$ -	$ 7,385.00	$ 7,385.00	$ -
9/30/2015	$ -	$ -	$ -	$ 126,915.00
2/15/2016	$ 115,000.00	$ 7,385.00	$ 122,385.00	$ -
8/15/2016	$ -	$ 5,085.00	$ 5,085.00	$ -
9/30/2016	$ -	$ -	$ -	$ 127,470.00
2/15/2017	$ 120,000.00	$ 5,085.00	$ 125,085.00	$ -
8/15/2017	$ -	$ 2,625.00	$ 2,625.00	$ -
9/30/2017	$ -	$ -	$ -	$ 127,710.00
2/15/2018	$ 125,000.00	$ 2,625.00	$ 127,625.00	$ -
8/15/2018	$ -	$ -	$ -	$ -
9/30/2018	$ -	$ -	$ -	$ 127,625.00
Total	$ 470,000.00	$ 39,720.00	$ 509,720.00	$ 509,720.00

$6,130,000

City of Sachse, Texas
General Obligation, Series 2007

Debt Service Schedule - General Bonded

General Fund: 100%

Date	Principal	Interest	Principal + Interest	Fiscal Total
2/15/2015	$ 260,000.00	$ 96,492.50	$ 356,492.50	$ -
8/15/2015	$ -	$ 91,292.50	$ 91,292.50	$ -
9/30/2015	$ -	$ -	$ -	$ 447,785.00
2/15/2016	$ 270,000.00	$ 91,292.50	$ 361,292.50	$ -
8/15/2016	$ -	$ 85,892.50	$ 85,892.50	$ -
9/30/2016	$ -	$ -	$ -	$ 447,185.00
2/15/2017	$ 280,000.00	$ 85,892.50	$ 365,892.50	$ -
8/15/2017	$ -	$ 80,292.50	$ 80,292.50	$ -
9/30/2017	$ -	$ -	$ -	$ 446,185.00
2/15/2018	$ 295,000.00	$ 80,292.50	$ 375,292.50	$ -
8/15/2018	$ -	$ 74,392.50	$ 74,392.50	$ -
9/30/2018	$ -	$ -	$ -	$ 449,685.00
2/15/2019	$ 305,000.00	$ 74,392.50	$ 379,392.50	$ -
8/15/2019	$ -	$ 68,292.50	$ 68,292.50	$ -
9/30/2019	$ -	$ -	$ -	$ 447,685.00
2/15/2020	$ 320,000.00	$ 68,292.50	$ 388,292.50	$ -
8/15/2020	$ -	$ 61,892.50	$ 61,892.50	$ -
9/30/2020	$ -	$ -	$ -	$ 450,185.00
2/15/2021	$ 330,000.00	$ 61,892.50	$ 391,892.50	$ -
8/15/2021	$ -	$ 55,292.50	$ 55,292.50	$ -
9/30/2021	$ -	$ -	$ -	$ 447,185.00
2/15/2022	$ 345,000.00	$ 55,292.50	$ 400,292.50	$ -
8/15/2022	$ -	$ 48,392.50	$ 48,392.50	$ -
9/30/2022	$ -	$ -	$ -	$ 448,685.00
2/15/2023	$ 360,000.00	$ 48,392.50	$ 408,392.50	$ -
8/15/2023	$ -	$ 41,192.50	$ 41,192.50	$ -
9/30/2023	$ -	$ -	$ -	$ 449,585.00
2/15/2024	$ 375,000.00	$ 41,192.50	$ 416,192.50	$ -
8/15/2024	$ -	$ 33,692.50	$ 33,692.50	$ -
9/30/2024	$ -	$ -	$ -	$ 449,885.00
2/15/2025	$ 390,000.00	$ 33,692.50	$ 423,692.50	$ -
8/15/2025	$ -	$ 25,892.50	$ 25,892.50	$ -
9/30/2025	$ -	$ -	$ -	$ 449,585.00
2/15/2026	$ 405,000.00	$ 25,892.50	$ 430,892.50	$ -
8/15/2026	$ -	$ 17,792.50	$ 17,792.50	$ -
9/30/2026	$ -	$ -	$ -	$ 448,685.00
2/15/2027	$ 420,000.00	$ 17,792.50	$ 437,792.50	$ -
8/15/2027	$ -	$ 9,130.00	$ 9,130.00	$ -
9/30/2027	$ -		$ -	$ 446,922.50
2/15/2028	$ 440,000.00	$ 9,130.00	$ 449,130.00	$ -
9/30/2028	$ -	$ -	$ -	$ 449,130.00
Total	$ 4,795,000.00	$ 1,483,372.50	$ 6,278,372.50	$ 6,278,372.50

$34,560,000

City of Sachse, Texas
General Obligation Refunding and Improvement Bonds, Series 2009

Debt Service Schedule - General Bonded

General Fund: 100%

Date	Principal	Interest	Principal + Interest	Fiscal Total
2/15/2015	$ 825,000.00	$ 784,933.14	$ 1,609,933.14	$ -
8/15/2015	$ -	$ 772,558.14	$ 772,558.14	$ -
9/30/2015	$ -	$ -	$ -	$ 2,382,491.28
2/15/2016	$ 880,000.00	$ 772,558.14	$ 1,652,558.14	$ -
8/15/2016	$ -	$ 758,258.14	$ 758,258.14	$ -
9/30/2016	$ -	$ -	$ -	$ 2,410,816.28
2/15/2017	$ 945,000.00	$ 758,258.14	$ 1,703,258.14	$ -
8/15/2017	$ -	$ 742,311.26	$ 742,311.26	$ -
9/30/2017	$ -	$ -	$ -	$ 2,445,569.40
2/15/2018	$ 985,000.00	$ 742,311.26	$ 1,727,311.26	$ -
8/15/2018	$ -	$ 725,073.76	$ 725,073.76	$ -
9/30/2018	$ -	$ -	$ -	$ 2,452,385.02
2/15/2019	$ 1,190,000.00	$ 725,073.76	$ 1,915,073.76	$ -
8/15/2019	$ -	$ 703,817.51	$ 703,817.51	$ -
9/30/2019	$ -	$ -	$ -	$ 2,618,891.27
2/15/2020	$ 1,240,000.00	$ 703,817.51	$ 1,943,817.51	$ -
8/15/2020	$ -	$ 679,017.51	$ 679,017.51	$ -
9/30/2020	$ -	$ -	$ -	$ 2,622,835.02
2/15/2021	$ 1,295,000.00	$ 679,017.51	$ 1,974,017.51	$ -
8/15/2021	$ -	$ 651,498.76	$ 651,498.76	$ -
9/30/2021	$ -	$ -	$ -	$ 2,625,516.27
2/15/2022	$ 1,355,000.00	$ 651,498.76	$ 2,006,498.76	$ -
8/15/2022	$ -	$ 617,623.76	$ 617,623.76	$ -
9/30/2022	$ -	$ -	$ -	$ 2,624,122.52
2/15/2023	$ 1,425,000.00	$ 617,623.76	$ 2,042,623.76	$ -
8/15/2023	$ -	$ 581,998.76	$ 581,998.76	$ -
9/30/2023	$ -	$ -	$ -	$ 2,624,622.52
2/15/2024	$ 1,500,000.00	$ 581,998.76	$ 2,081,998.76	$ -
8/15/2024	$ -	$ 544,498.76	$ 544,498.76	$ -
9/30/2024	$ -	$ -	$ -	$ 2,626,497.52
2/15/2025	$ 1,575,000.00	$ 544,498.76	$ 2,119,498.76	$ -
8/15/2025	$ -	$ 505,123.76	$ 505,123.76	$ -
9/30/2025	$ -	$ -	$ -	$ 2,624,622.52
2/15/2026	$ 1,655,000.00	$ 505,123.76	$ 2,160,123.76	$ -
8/15/2026	$ -	$ 463,748.76	$ 463,748.76	$ -
9/30/2026	$ -	$ -	$ -	$ 2,623,872.52
2/15/2027	$ 1,740,000.00	$ 463,748.76	$ 2,203,748.76	$ -
8/15/2027	$ -	$ 419,161.26	$ 419,161.26	$ -
9/30/2027	$ -		$ -	$ 2,622,910.02

$34,560,000

City of Sachse, Texas
General Obligation Refunding and Improvement Bonds, Series 2009

Debt Service Schedule - General Bonded

General Fund: 100%

2/15/2028	$ 1,835,000.00	$ 419,161.26	$ 2,254,161.26	$ -
8/15/2028	$ -	$ 372,139.38	$ 372,139.38	$ -
9/30/2028	$ -		$ -	$ 2,626,300.64
2/15/2029	$ 1,930,000.00	$ 372,139.38	$ 2,302,139.38	$ -
8/15/2029	$ -	$ 321,959.38	$ 321,959.38	$ -
9/30/2029	$ -		$ -	$ 2,624,098.76
2/15/2030	$ 2,035,000.00	$ 321,959.38	$ 2,356,959.38	$ -
8/15/2030	$ -	$ 268,540.63	$ 268,540.63	$ -
9/30/2030	$ -		$ -	$ 2,625,500.01
2/15/2031	$ 2,145,000.00	$ 268,540.63	$ 2,413,540.63	$ -
8/15/2031	$ -	$ 212,234.38	$ 212,234.38	$ -
9/30/2031	$ -		$ -	$ 2,625,775.01
2/15/2032	$ 2,270,000.00	$ 212,234.38	$ 2,482,234.38	$ -
8/15/2032	$ -	$ 145,553.13	$ 145,553.13	$ -
9/30/2032	$ -		$ -	$ 2,627,787.51
2/15/2033	$ 2,405,000.00	$ 145,553.13	$ 2,550,553.13	$ -
8/15/2033	$ -	$ 74,906.25	$ 74,906.25	$ -
9/30/2033	$ -		$ -	$ 2,625,459.38
2/15/2034	$ 2,550,000.00	$ 74,906.25	$ 2,624,906.25	$ -
9/30/2034	$ -	$ -	$ -	$ 2,624,906.25
Total	$ 31,780,000.00	$ 19,904,979.72	$ 51,684,979.72	$ 51,684,979.72

City of Sachse

CAPITAL IMPROVEMENTS

City of Sachse

CAPITAL BUDGET

Purpose of the Capital Improvement Plan (CIP)

The CIP establishes a five (5) year funding schedule for the purchase, construction or replacement of physical assets of the City. Capital improvements typically have a useful life of over ten (10) years and value greater than $5,000. The first year (FY 2014-2015) of the Capital Improvement Program is called the *Capital Budget*, and is appropriated in the same manner as the annual operating budget. Funds for projects are appropriated on an annual basis. Projects approved for subsequent years (FY 2015-2016 through FY 2018-2019) are approved for planning purposes only and do not receive authority until they are part of the *Capital Budget*.

In 2012, the City completed the update to the ten (10) year CIP required to update the City's impact fees. The five (5) year CIP includes projects deemed highest priority and necessary to meet the demands of growth as well as to properly maintain the infrastructure of the City. The ten (10) year CIP was made available for public comment on August 6, 2012 and was approved by the City Council on September 17, 2012 as part of the impact fee update process.

Overview of the Approved CIP

The funds available in the first year of the CIP (FY 2014-2015) do not provide for all departmental CIP requests and needs. The overall economic slow-down in the United States as well as in the City of Sachse in recent years resulted in lower than expected revenue collections (property and sales tax), fewer development projects / building permits, and reduced increases in property values. Current increases to those revenues due to improved economic standing have been directed at restoring services, so funds available for major CIP are still limited.

As a result of the recent economic situation and financial limitations, a number of projects were moved into out years (FY 2015-2016 through FY 2018-2019). As a further result of funding limitations, there are a limited amount of projects planned for the FY 2014-2015. It is hoped that the overall economy will continue to strengthen thereby increasing the likelihood that more CIP projects can be funded in the future.

The FY 2014-2015 Capital Budget includes $4,687,514 for capital projects. This includes developer funded projects that are included for informational purposes and do not reflect a reduction in City funds. The Capital Improvement Plan (CIP) was made available to the City Council by the City Engineer on August 4, 2014. The Capital Budget consists of $904,304 in Streets Projects, $983,210 in Water Project, $2,500,000 in Sanitary Sewer Projects, and $300,000 for Other Projects. The proposed projects will be paid for by funds received from Impact Fees, Developer Funding, Street Maintenance Sales Tax, TIF, RCC, CDBG, and General Capital Projects Funds. Expenditures for all funds over the five (5) years (including the capital budget years) are expected to be $57,992,362, provided funds are secured to finance all of the projects.

Overview of Approved CIP by Fund Type

Expenditures for the various fund categories for FY2014-2015 include:

FUND TYPE	TOTAL
General	$300,000
Utility	$0
Water and Sanitary Sewer Impact Fee	$640,000
Tax Increment Finance	$2,500,000
Retail Concentration Center (RCC)	$100,000
Street Maintenance Sales Tax	$282,000
Roadway Impact Fee	$245,000
Community Development Block Grant (CDBG)	$57,304
Capital Projects Funds	$220,000
Developer Funded	$343,210
TOTAL	**$4,687,514**

General Fund

The General Fund is the largest city fund and supports all municipal operations with the exception of water/wastewater utility operations and the Tax Increment Financing District. The major revenues of the General Fund include property taxes, sales taxes, franchise fees, license and permit fees, and fines. The General Fund expenditure for FY 2014-2015 CIP is anticipated to be $300,000.

Utility Fund

The Utility Fund is a proprietary fund established to separately account for the City's water, wastewater, and sanitation services. The primary source of revenue is derived from residential and commercial water sales. Other sources of revenue are sewer sales, sanitation sales and tap fees. The Utility Fund is used to fund capital projects but no projects for the FY 2014-2015 CIP are proposed to be funded by the Utility Fund.

Water and Sanitary Sewer Impact Fees

Water and Sanitary Sewer Impact Fee Funds were established to offset specific impacts of development on the City's water and sanitary sewer infrastructure. The source of revenue is from fees charged to new residential and commercial development. The Water and Sanitary Sewer Impact Fee Funds support the construction of water and sanitary sewer systems and reimburses developers for oversizing water and sanitary sewer lines. The Water and Sewer Impact Fee expenditures for FY 2014-2015 are estimated to be $640,000.

Tax Increment Finance

The Sachse Tax Increment Finance Zone #1 was created in 2003. The zone consists of 542 acres and was created to encourage quality development along the President George Bush Turnpike corridor. The TIF Zone was created for a period of 25 years. Property taxes from incremental real property taxable value increases within this time period can be used to pay for public infrastructure. Tax Increment Finance Fund (TIF), in conjunction with EDC, is anticipated to be used to fund capital projects totaling $2,500,000 for FY 2014-2015.

Retail Concentration Center

The City collected taxes on goods and services within the City through the formation of a Retail Concentration Center (RCC). These funds are no longer allowed to be collected by the City according to state law. However, the funds previously collected are used on capital projects. The RCC Fund CIP expenditure for FY2014-2015 is anticipated to be $100,000.

2006 Transportation Bond Fund

On November 7, 2006, the voters of the City of Sachse approved the sale of $16,650,000 in tax bonds for street and road improvements. Projects funded by the sale of these bonds included the Murphy Road widening, 5th Street widening, Dewitt Road widening, Bunker Hill Road widening, and Merritt Road widening (along PGBT corridor). Several of these projects were constructed under budget so the remaining bond funds can be used on other street and road improvements. No 2014-2015 Capital Budget expenditures are proposed using the 2006 Transportation Bond funds.

Roadway Impact Fee Fund

Roadway Impact Fee Funds were established to offset specific impacts of development on the City's roadway infrastructure. The source of revenue is from fees charged to new residential and commercial development. The Roadway Impact Fee Funds support the construction of roadway projects shown on the City's Master Thoroughfare Plan (MTP) which provides additional capacity to the roadway system and reimburses developers for constructing roadways shown on the MTP as part of their development. The Roadway Impact Fee Fund CIP expenditure for FY 2014-2015 is anticipated to be $245,000.

Street Maintenance Sales Tax

In May 2013, voters approved a 1/4 cent Street Maintenance Sales Tax. Funds generated from this tax are limited in use to maintain streets that existed at the time the tax was adopted by the voters. The 2014-2015 Capital Budget includes $282,000 in projects to be funded by the Street Maintenance Sales Tax.

Community Development Block Grant (CDBG) Funds

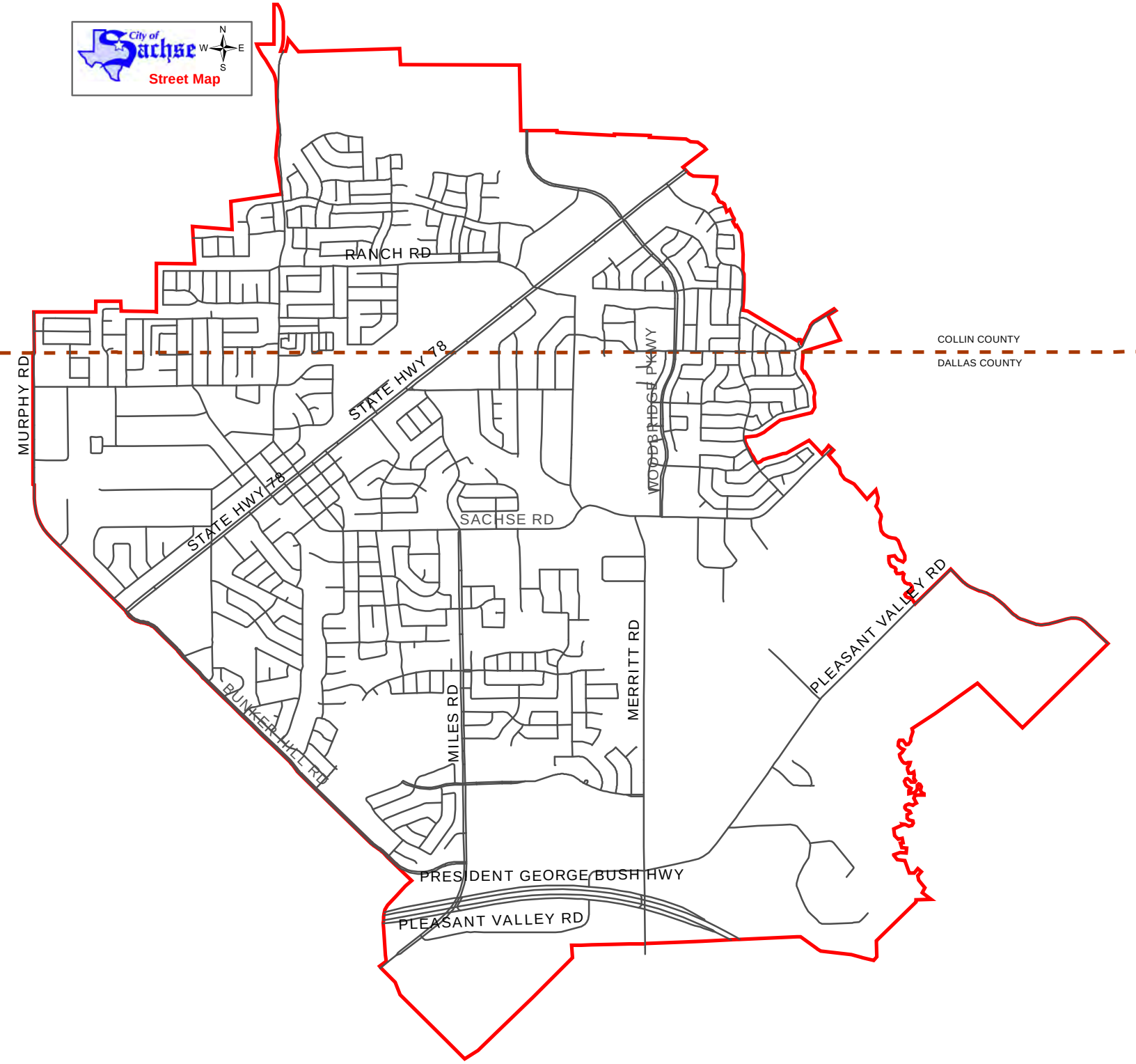
Each year the City of Sachse is eligible to receive Community Development Block Grant (CDBG) funds for implementation of projects that benefit low/moderate-income residents. The last several years of funding have been used on waterline, sanitary sewer line, and roadway reconstruction. The CDBG funds are federal funds appropriated by the Department of Housing and Urban Development (HUD) to Dallas County. Dallas County in turn divides the appropriated CDBG funds to cities within Dallas County based on population. The expected funding for FY 2014-2015 for CDBG funds is $57,304.

General Capital Projects Funds

Unexpended Capital Projects Funds from previous years are available for funding projects included in the Capital Budget. The 2014-2015 Capital Budget includes projects in the amount of $220,000 to be provided by General Capital Project funds.

Developer Funded

Private development contributes significantly to infrastructure improvements throughout the City of Sachse. Developer funded projects are the result of capital needs identified in an area of new construction. Developers construct the necessary infrastructure in conjunction with the ongoing project being developed and when the development is complete, the infrastructure will be added to the City's fixed asset listing as contributed capital. The 2014-2015 Capital Budget includes projects in the amount of $343,210 to be provided by Developer Funding.


City of Sachse
Street Map
N
W
E
S
RANCH RD
COLLIN COUNTY
DALLAS COUNTY
MURPHY RD
STATE HWY 78
STATE HWY 78
WOODBRIDGE PKWY
SACHSE RD
PLEASANT VALLEY RD
MERRITT RD
MILES RD
BUNKER HILL RD
PRESIDENT GEORGE BUSH HWY
PLEASANT VALLEY RD

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
STREET CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 14-15
R-12-01a	SH 78 Lighting, from Murphy Road to 5th Street	450,000		350,000	100,000
R-12-01b	5th/Dewitt Lighting, from SH78 to Ranch	310,000		310,000	
R-12-01c	Industrial Park Lighting	100,000		100,000	
R-12-02	Merritt Road Re-Alignment Prelim. Engineering	150,000		150,000	
R-12-03	*Street Lighting Program*	*1,050,000*			
R-12-04a	Maxwell Creek Road - Ranch Road to Fire Station #2	200,000	100,000		100,000
R-12-04b	Maxwell Creek Road - Fire Station #2 to Canyon Crest	500,000	500,000		
R-12-04c	*Maxwell Creek Road - Canyon Crest North*	*1,500,000*	*750,000*		
R-12-05	Ranch Road (Dewitt to Fire Station #2)	110,000	55,000	200,000	
R-12-06	Ranch Road (Harlan to Clearmeadow) - Construction	850,000	425,000	280,000	145,000
R-12-07	Sachse Road - SH 78 to Cnty Line Prelim. Eng.	630,000	315,000	315,000	
R-12-08	*5th Street/Sachse Road widening - SH 78 to Miles*	*12,675,000*	*5,825,000*		
R-12-09	*Sachse Road Widening - Miles to County Line*	*12,675,000*	*5,825,000*		
R-12-13	Sachse Road & Merritt Road Re-alignment	3,775,000	1,000,000	*2,775,000**	
R-12-14	*Merritt Road - Pleasant Valley to Sachse Road*	*12,000,000*	*4,500,000*		
R-13-01	KCS Quiet Zones	534,900	401,175	133,725	
R-13-03	*Pleasant Valley Road (Merritt Road to City Limit)*	*15,500,000*	*7,400,000*		
R-13-04	Woodbridge Parkway North Extension	3,987,167	3,987,167		
R-13-06	*Future CDBG Projects*	*160,000*	*160,000*		
R-13-07	*Hooper Road & Bailey Road Asphalt*	*450,000*			
R-13-08	Williford Road Asphalt	300,000			200,000
R-13-09	*3rd Street Asphalt*	*250,000*			
R-13-10	*Capacity Improvements (intersections, turn lanes)*	*1,400,000*			
R-13-11	*Blackburn/Ingram Road (Murphy Road to Dewitt)*	*8,200,000*			
R-13-14	Big Valley Asphalt Reconstruction	82,000			82,000
R-13-16	*Hunters Ridge Pavement - Panel Replacement*	*300,000*			
R-14-01	*2014-15 CDBG - 6th Street from SH 78 to Boone*	*57,304*	*57,304*		*57,304*
R-14-02a	Hudson Drive ROW - Rosewood to Sewell	*120,000*			120,000
R-14-02	*Hudson Drive - Rosewood to Sewell*	*700,000*			
R-14-03a	Rosewood Cir. ROW - Ashwood Lane to Hudson Drive	100,000			100,000
R-14-03	*Rosewood Cir. from Ashwood Lane to Hudson Drive*	*700,000*			
R-14-05	*Meadowcreek Lane East of Westcreek Lane*	*100,000*			
R-14-06	*Alley behind Brookview Court*	*75,000*			
	SUBTOTAL STREETS:	79,991,371	31,300,646	1,838,725	904,304

Note: 2006 Bond = 2006 Bond Funds, IF = Impact Fees, SMT = Street Maintenance Tax, DEV = Developer Funded, RCC = RCC Funds,

LEGEND

	Project Complete, or Substantially Complete
	Project Underway
	Project with funding source defined
	Future Project, funding not currently available (italicized)

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
STREET CIP PROJECTS

FY 15-16	FY 16-17	FY 17-18	FY 18-19	Updated	Funding Source	Notes
				2014	RCC	Add'l 100k from Ind. Park. Light, construction 2014-15
				2012	2006 BOND	in final design, construction 2014-15
				2014	RCC	under construction, moved $100k to SH 78 Lighting
				2012	2006 BOND	Design phase ongoing
350,000	*350,000*	*350,000*	*350,000*	*2012*	*TBD*	*Future Street Lighting Projects*
				2014	IF	Developer/Collin County/Sachse Partnership
				2014	DEV	Developer to Construct with Woodbridge 19
	750,000			*2014*	*TBD*	*Future Collin County/Sachse Partnership*
				2014	*IF/DEV*	Project completed for $110k
				2014	IF	Add'l funds from R-12-05, Collin County Partnership
				2012	2006 BOND	Project in Preliminary Design, Dallas County Funding
1,000,000	*5,865,000*			*2012*	*TBD*	*Future Dallas County MCIP Funding*
		1,000,000	*5,865,000*	*2012*	*TBD*	*Future Dallas County MCIP Funding*
				2012	2006 BOND	Project is On Hold, * portion of funds re-allocated
	200,000	*6,000,000*	*1,300,000*	*2012*	*TBD*	*Future Dallas County MCIP Funding*
				2013	BOND, DEV, EDC	Design complete, Request submitted to FRA
		1,300,000		*2013*	*TBD*	*Future Dallas County MCIP Project*
				2013	DEV	Collin County/Wylie/Sachse/Developer partnership
40,000	*40,000*	*40,000*	*40,000*	*2014*	*CDBG*	*Future CDBG Proj. to be ident. as funding is received*
	125,000	*325,000*		*2013*	*SMT*	*Future Street Maintenance Tax Project*
100,000				2014	SMT	2014-15 & 2015-16 Street Maintenance Tax Project
			250,000	*2014*	*SMT*	*Future Street Maintenance Tax Project*
	350,000	*350,000*	*350,000*	*2013*	*TBD*	*Funded by adj. development when applicable*
				2013	*TBD*	*Future Street Maintenance Tax Project*
				2014	SMT	Street Maintenance Tax Project
	200,000	*100,000*		*2014*	*SMT*	*Future Street Maintenance Tax Project*
				2014	*CDBG*	*14-15 CDBG, Requires Dallas County Annual Approval*
				2014	CP	FY 14-15 - purchase ROW
	700,000			*2014*	*DEV*	*Future - construct remaining lanes*
				2014	CP	FY 14-15 - purchase ROW
	600,000			*2014*	*DEV*	*Future - construct remaining lanes*
100,000				*2014*	*SMT*	*Future Street Maintenance Tax Project, Paving & Drainage*
75,000				*2014*	*SMT*	*Future Street Maintenance Tax Project, Paving & Drainage*
1,665,000	9,180,000	9,465,000	8,155,000			

CP = Capital Project Funds, TBD = Future funding source not currently identified

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
WATER CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 14-15
W-12-02	High Service Water Pump	140,000		140,000	
W-12-03	*Additional 4.6 MGD Pump*	*595,000*			
W-12-04	Bunker Hill 12-inch waterline (North)	110,840	110,840		
W-12-05	*Bunker Hill 12-inch waterline (South)*	*231,540*	*231,540*		
W-12-06	*12-inch WL SH78 to Clearmeadow to Meadow*	*608,040*	*608,040*	*608,040*	
W-12-07	12-inch WL from Bunker Hill to Rosewood	234,290	234,290		234,290
W-12-08	*12-inch WL from Hudson Drive to Westcreek Lane*	*241,310*	*241,310*		
W-12-09	*12-inch WL from Clearmeadow to Maxwell Creek*	*493,240*	*493,240*		
W-12-10	*12-inch WL from Canyon Crest to Maxwell Creek*	*108,920*	*108,920*		*108,920*
W-12-11	*12-inch WL from Ranch Road North 2500 LF*	*256,690*	*256,690*		
W-12-12	*12-inch WL from Miles to Pleasant Valley (S of PGBT)*	*470,090*			
W-12-13	*12-inch WL from Pleasant Val. to new Elev. Tank*	*1,083,460*			
W-12-15a	Property for 1.25 MG Elevated Storage Tank	640,000			640,000
W-12-15b	*1.25 MG Elevated Storage Tank*	*3,000,000*			
W-12-16	*16-inch WL from 1.25 MG Elev. Storage Tank to Merritt Road*	*222,480*			
W-13-02	*8-inch WL Pleasant Valley Place/Long Branch*	*186,200*			
W-14-01	*Maxwell Creek Pump Station - Pump House*	*100,000*			
W-14-02	*12-inch WL Pleasant Valley from Eastview to Pleasant Valley Pl.*	*290,200*			
W-14-03	*12-inch WL Pleasant Valley from Pleasant Valley Pl. to Ben Road*	*453,000*			
W-14-04	*8-inch WL Ben Road*	*362,600*			
W-14-05	*8-inch WL Sachse Street and 2nd Street*	*109,200*			
W-14-06	*8-inch WL Williford Road from Bailey Road to SH 78*	*371,700*			
W-14-07	*8-inch WL 3rd Street from SH 78 to Ingram*	*286,200*			
W-14-08	*8-inch WL Cartwright from 3rd Street to Big Valley*	*196,800*			
W-14-09	*Sachse South Estates Water Main Replacement*	*722,554*			
W-14-10	*8-inch WL from Pecan Grove to Ponderosa*	*80,400*			
	SUBTOTAL WATER:	11,594,754	2,284,870	748,040	983,210

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
SEWER CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 14-15
SS-12-01	30-inch Sanitary Sewer Bunker Hill Road	775,000		775,000	
SS-12-05	Line "G" - Construction of Aerial Crossing for 3rd conn. to Garland	900,000			900,000
SS-12-06	Line "G" - Construction of 24-inch from aerial crossing to north of PGBT	1,200,000			1,200,000
SS-12-07	Construction of 8-inch trunk line from Line "G" to Pleasant Valley Road	400,000			400,000
SS-12-08	*Southeast Lift Station*	*1,455,000*		*125,000*	
SS-12-09	*Line "A" - Construction of 24-inch trunk line from Sachse Rd. to SELS*	*3,500,000*		*300,000*	
SS-12-10	*Force Main, Line "C"*	*2,989,000*		*164,000*	
SS-12-11	*Line "C" - 12-inch trunk line along north side PGBT*	*529,000*			
SS-12-12	*8-inch trunk line on south side of PGBT to Line "C"*	*290,000*			
SS-12-13	*8-inch trunk line on north side of PGBT to Line "C"*	*260,000*			
SS-12-14	*Line "D" - 10-inch trunk line from south of PGBT to MRLS*	*425,000*			
SS-12-15	*8-inch mains (East-West) connecting to Line "D"*	*210,000*			
SS-12-16	*8-inch branch line north of PGBT to Line "C"*	*145,000*			
SS-12-17	*Infiltration-Inflow Study and Improvements for Sachse Estates Area*	*750,000*			
SS-12-18	*Line "E" - 10-inch trunk line from Line "G" along south City Limits*	*350,000*			
SS-13-01	*8-inch main - easement from Bonanza Ct. to Vicksburg Drive*	*177,164*			
SS-14-01	*8-inch main from Old City Hall to Sachse Street*	*194,600*			
SS-14-02	*8-inch main - Natchez from Jefferson to Cornwall*	*206,500*			
SS-14-03	*8-inch main - Bryan Street from Williford to William*	*141,600*			
SS-14-04	*8-inch main - Bailey Road*	*481,400*			
SS-14-05	*Sachse Ranch Estates Sewer Replacement*	*921,564*			
SS-14-06	*Industrial Park Sanitary Sewer*	*189,700*			
SS-14-07	*8-inch main - Sachse Farms to Woodbridge West*	*124,000*			
SS-14-08	*Sachse South Estates Sewer Main Replacement*	*715,906*			
	SUBTOTAL SANITARY SEWER:	17,330,434	0	1,364,000	2,500,000

Note: 2006 Bond = 2006 Bond Funds, IF = Impact Fees, SMT = Street Maintenance Tax, DEV = Developer Funded, RCC = RCC Funds

LEGEND

	Project Complete, or Substantially Complete
	Project Underway
	Project with funding source defined
	Future Project, funding not currently available (italicized)

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
WATER CIP PROJECTS

FY 15-16	FY 16-17	FY 17-18	FY 18-19	Updated	Funding Source	Notes
				2012	UF	Project bid July 2014, 2014-2015 Construction
	595,000			2012	IF	Future pumps at Public Works
	110,840			2014	DEV/IF	Remaining segment that has not yet been constructed
231,540				2012	DEV	
				2012	DEV	Was constructed with Woodbridge Commons
				2012	DEV	Being constructed in Jackson Hills Phase 3A-2
241,310				2012	DEV	Will be constructed in Jackson Hills Phase 3B
	493,240			2014	DEV	Future construction with Development
				2014	DEV	Will be constructed in Woodbridge Phase 19
			256,690	2012	DEV	Future construction with Development
				2012	IF	
		60,000	1,023,460	2012	IF	
				2014	IF	FY 14-15 funds for purchase of land
	3,000,000			2014	IF	Future Water Storage Project
40,000	182,480			2012	IF	Future water main expansion
186,200				2014	UF	Re-construction/upgrade project
100,000				2014	UF	Future Upgrade of Pump House
	290,200			2014	UF	Future Re-construction/upgrade project
		453,000		2014	UF	Future Re-construction/upgrade project
		362,600		2014	UF	Future Re-construction/upgrade project
109,200				2014	UF	Future Re-construction/upgrade project
			371,700	2014	UF	Future Re-construction/upgrade project
			286,200	2014	UF	Future Re-construction/upgrade project
			196,800	2014	UF	Future Re-construction/upgrade project
			722,554	2014	UF	Future Re-construction/upgrade project
80,400					UF	Future Re-construction/upgrade project
988,650	4,671,760	875,600	2,857,404			

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
SEWER CIP PROJECTS

FY 15-16	FY 16-17	FY 17-18	FY 18-19	Updated	Funding Source	Notes
				2012	IF	Design 95% Complete, 2014-2015 construction
				2014	EDC/TIF	Design 95% Complete, 14-15 construction
				2014	EDC/TIF	Design 95% Complete, 14-15 construction
				2012	EDC/TIF	Design 95% Complete, 14-15 construction
180,000	940,000		210,000	2014	GF, TBD	GF to fund design
	500,000	2,700,000		2014	IF, TBD	Preliminary design complete in 2014
925,000	1,900,000			2014	IF, CP	Preliminary design complete, add'l funding from CP funds
	529,000			2012	TIF, TBD	Preliminary Design included with SS-12-10
	90,000	200,000		2012	TIF, TBD	Partial TIF funding elligible
	80,000	180,000		2012	TIF, TBD	Preliminary Design included with SS-12-10
	150,000		275,000	2012	TIF, TBD	Partial TIF funding elligible
	70,000		140,000	2012	TIF, TBD	Partial TIF funding elligible
	40,000		105,000	2012	TBD	Preliminary Design included with SS-12-10
	75,000		675,000	2012	TBD	
			350,000	2014	TBD	Future project (> 5-yr) unless development driven
177,164				2014	UF	Re-construction/upgrade project
		194,600		2014	UF	Future Re-construction/upgrade project
206,500				2014	UF	Future Re-construction/upgrade project
141,600				2014	UF	Future Re-construction/upgrade project
		481,400		2014	UF	Future Re-construction/upgrade project
			921,564	2014	UF	Future Re-construction/upgrade project
	189,700			2014	UF	Future Re-construction/upgrade project
	124,000			2014	UF	Future Re-construction/upgrade project
			715,906	2014	UF	Future Re-construction/upgrade project
1,630,264	4,687,700	3,756,000	3,392,470			

CP = Capital Project Funds, TBD = Future funding source not currently identified

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
DRAINAGE CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 14-15
D-13-01	*Williford Road Culvert Improvements*	*260,000*			
D-13-02	*Long Branch Drainage Imp. - SH 78 to Williford Rd.*	*250,000*			
D-13-03	*Long Branch Drainage Imp. - Salmon Park*	*600,000*			
D-13-04	*Long Branch Drainage Imp. - South of Salmon Park to Sachse Rd.*	*400,000*			
	SUBTOTAL DRAINAGE:	1,510,000	0	0	0

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
OTHER CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 14-15
O-13-01	Fireman's Park Walking Trail and Parking Lot	32,000		32,000	0
O-14-01	*Heritage Park - Parking Expansion*	*120,000*			
O-14-02	*Digital Radio Conversion*	*1,100,000*		*450,000*	*300,000*
	SUBTOTAL OTHER PROJECTS:	1,252,000	0	482,000	300,000

Note: 2006 Bond = 2006 Bond Funds, IF = Impact Fees, SMT = Street Maintenance Tax, DEV = Developer Funded, RCC = RCC Funds

LEGEND

	Project Complete, or Substantially Complete
	Project Underway
	Project with funding source defined
	Future Project, funding not currently available (italicized)

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
DRAINAGE CIP PROJECTS

FY 15-16	FY 16-17	FY 17-18	FY 18-19	Updated	Funding Source	Notes
	260,000			*2014*	*TBD*	*Future Drainage Improvements*
		250,000		*2013*	*TBD*	*Future Drainage Improvements*
			600,000	*2013*	*TBD*	*Future Drainage Improvements*
			400,000	*2013*	*TBD*	*Future Drainage Improvements*
0	260,000	250,000	1,000,000			

CITY OF SACHSE
2014-2015 CAPITAL IMPROVEMENT PLAN
OTHER CIP PROJECTS

FY 15-16	FY 16-17	FY 17-18	FY 18-19	Updated	Funding Source	Notes
				2014	PARK FUND	Park Development Fees to fund
120,000				*2014*	*TBD*	*City Council to identify future funding*
350,000				*2014*	*GF*	*Convert system to meet State/Fed guidelines*
470,000	0	0	0			

CP = Capital Project Funds, TBD = Future funding source not currently identifiec

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Highway 78 Lighting, from Murphy Road to 5th Street**
PROJECT NUMBER: **R-12-01a**

Description: New street lights in the median on State Highway 78

Justification: The street lights will be an aesthetic and functional benefit to the highway.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
RCC	Streets	CP	$ 100,000	$ 450,000
			$ 100,000	

OPERATING IMPACT

Short term operating costs will include electricity and bulbs. Long term costs will consist of replacement materials, including bulbs.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					1,500
Other Operating Costs	3,700	3,930	4,160	4,400	4,700
Total Operating Costs	**$ 3,700**	**$ 3,930**	**$ 4,160**	**$ 4,400**	**$ 6,200**

PROJECT NAME: **Maxwell Creek Road - Ranch Road to Fire Station #2**
PROJECT NUMBER: **R-12-04a**

Description: Construction of the southbound travel lanes for Maxwell Creek Road

Justification: Project is included in the Thoroughfare Plan - will add capacity to the road.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Roadway Impact Fees	Streets	IF	$ 100,000	$ -
Developer/Collin County/Sachse Partnership				
			$ 100,000	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Ranch Road (Harlan to Clearmeadow) - Construction**
PROJECT NUMBER: **R-12-06**

Description: Construction of the eastbound travel lanes for Ranch Road.

Justification: Project is included in the Thoroughfare Plan - will add capacity to the road.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Roadway Impact Fees	Streets	IF	$ 145,000	$ 425,000
Collin County/Sachse Partnership				
			$ 145,000	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **Williford Road Asphalt**
PROJECT NUMBER: **R-13-08**

Description: Street maintenance of an existing asphalt road.

Justification: The existing surface is in sub-standard condition and needs to be re-surfaced.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Street Maintenance Tax	Streets	SMT	$ 200,000	$ -
			$ 200,000	

OPERATING IMPACT

The long term forecast includes maintenance and material costs for road repair. There are no short term costs forecasted.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance			1,500	2,500	3,000
Materials & Equipment			2,000	3,100	3,800
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ 3,500**	**$ 5,600**	**$ 6,800**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Big Valley Asphalt Reconstruction**
PROJECT NUMBER: **R-13-14**

Description: Street maintenance of an existing asphalt road.

Justification: The existing surface is in sub-standard condition and needs to be re-surfaced.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Street Maintenance Tax	Streets	SMT	$ 82,000	$ -
			$ 82,000	

OPERATING IMPACT

The long term forecast includes maintenance and material costs for road repair. There are no short term costs forecasted.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance			1,000	1,500	2,000
Materials & Equipment			1,500	2,100	2,800
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ 2,500**	**$ 3,600**	**$ 4,800**

PROJECT NAME: **2014-15 CDBG - 6th Street from SH 78 to Boone**
PROJECT NUMBER: **R-14-01**

Description: Community Development Block Grant project for asphalt resurfacing of the road.

Justification: The existing surface is in sub-standard condition and needs to be re-surfaced.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Community Development Block Grant	Streets	CP	$ 57,304	$ -
			$ 57,304	

OPERATING IMPACT

There are no short term costs forecasted. The long term forecast includes maintenance and material costs for road repair.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance			500	1,000	1,500
Materials & Equipment			1,000	1,600	2,300
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ 1,500**	**$ 2,600**	**$ 3,800**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Hudson Drive ROW - Rosewood to Sewell**
PROJECT NUMBER: **R-14-02a**

Description: Purchase of property needed for the future road construction

Justification: Project is in the Thoroughfare Plan. Purchase of the property will allow for future roadway expansion.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Capital Project Fund	Land	CP	$ 120,000	$ -
			$ 120,000	

OPERATING IMPACT

Road construction is forecasted at $700,000 for FY 2017 but will be funded by the developer.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **Rosewood Cir. ROW - Ashwood Lane to Hudson Drive**
PROJECT NUMBER: **R-14-03a**

Description: Purchase of property needed for the future road construction

Justification: Project is in the Thoroughfare Plan. Purchase of the property will allow for future roadway expansion.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Capital Project Fund	Land	CP	$ 100,000	$ -
			$ 100,000	

OPERATING IMPACT

Road construction is forecasted at $600,000 for FY 2017 but will be funded by the developer.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **12-inch water line from Bunker Hill to Rosewood**
PROJECT NUMBER: **W-12-07**

Description: Developer to construct water system expansion necessary for development.

Justification: Project is identified in the 10-year CIP and is necessary for providing water service for the anticipated development.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Developer Funded	Water	UT	$ 234,290	$ -
			$ 234,290	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **12-inch water line from Canyon Crest to Maxwell Creek**
PROJECT NUMBER: **W-12-10**

Description: Developer to construct water system expansion necessary for development.

Justification: Project is identified in the 10-year CIP and is necessary for providing water service for the anticipated development.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Developer Funded	Water	UT	$ 108,920	$ -
			$ 108,920	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Property for 1.25 MG Elevated Storage Tank**
PROJECT NUMBER: **W-12-15a**

Description: Acquire land for future elevated water storage tank.

Justification: Allows for the future construction of water storage tank necessary for TCEQ requirements with projected growth.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Water Impact Fees	Land	IF	$ 640,000	$ -
			$ 640,000	

OPERATING IMPACT

Construction is projected for FY 2017 at an estimated cost of $3,000,000 and will be funded through Water Impact Fees.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **Line "G" - Construction of Aerial Crossing for 3rd connection to Garland**
PROJECT NUMBER: **SS-12-05**

Description: Construction of additional sewer connection to the Garland sewer system.

Justification: Project identified in the 10-yr CIP. Necessary for anticipated future growth in the southern part of the City.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Economic Development Corporation	Sanitary Swr	EDC	$ 800,000	$ -
Tax Increment Finance	Sanitary Swr	TIF	100,000	
			$ 900,000	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Line "G" - Construction of 24-inch from aerial crossing to north of PGBT**
PROJECT NUMBER: **SS-12-06**

Description: Large diameter sewer main connecting the 3rd connection to Garland up to the City of Sachse.

Justification: Project identified in the 10-yr CIP. Necessary for anticipated future growth in the southern part of the City.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Economic Development Corporation	Sanitary Swr	EDC	$ 555,000	$ -
Tax Increment Finance	Sanitary Swr	TIF	$ 645,000	
			$ 1,200,000	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **Construction of 8-inch trunk line from Line "G" to Pleasant Valley Road**
PROJECT NUMBER: **SS-12-07**

Description: Public sewer main along Pleasant Valley Road.

Justification: Project identified in the 10-yr CIP. Necessary to provide municipal sewer connections along Pleasant Valley Road.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
Economic Development Corporation	Sanitary Swr	EDC	$ -	$ -
Tax Increment Finance	Sanitary Swr	TIF	400,000	
			$ 400,000	

OPERATING IMPACT

There are no short or long term costs forecasted for the next five years.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **Digital Radio Conversion**
PROJECT NUMBER: **O-14-02**

Description: Fund Balance commitment towards cost of conversion to P-25 digital radios.

Justification: State/Federal mandate for P-25 digital radion conversion in FY 2016.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount	Project to Date
General Fund Balance	Other	GF	$ 300,000	$ 750,000
			$ 300,000	

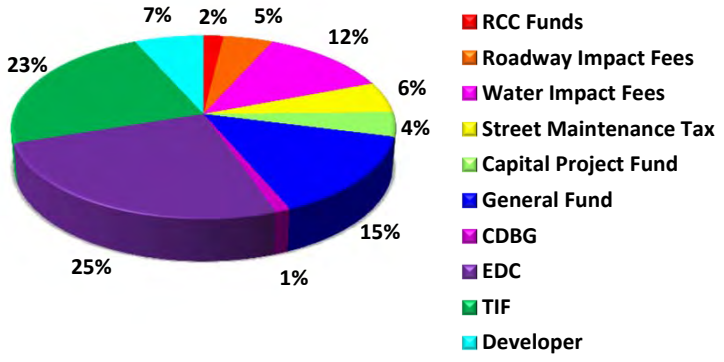
OPERATING IMPACT

Short term costs include the remaining funds required for the conversion.

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment		350,000			
Other Operating Costs					
Total Operating Costs	**$ -**	**$ 350,000**	**$ -**	**$ -**	**$ -**

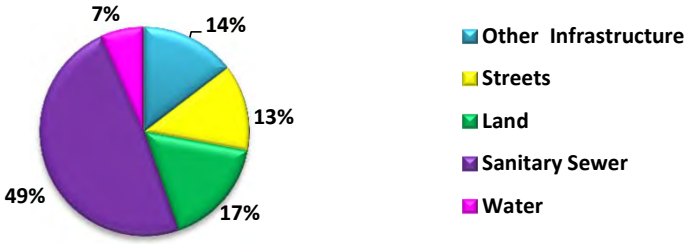
TOTAL CURRENT PROJECTS BY FUNDING SOURCE

RCC Funds	$ 100,000
Roadway Impact Fees	245,000
Water Impact Fees	640,000
Street Maintenance Tax	282,000
Capital Project Fund	220,000
General Fund	300,000
CDBG	57,304
EDC	1,300,000
TIF	1,200,000
Developer	343,210
Sewer Impact Fees	-
Total	$ 4,687,514



TOTAL CURRENT PROJECTS BY TYPE

Drainage	$ -
Other	300,000
Streets	684,304
Land	860,000
Sanitary Sewer	2,500,000
Water	343,210
Total	$ 4,687,514

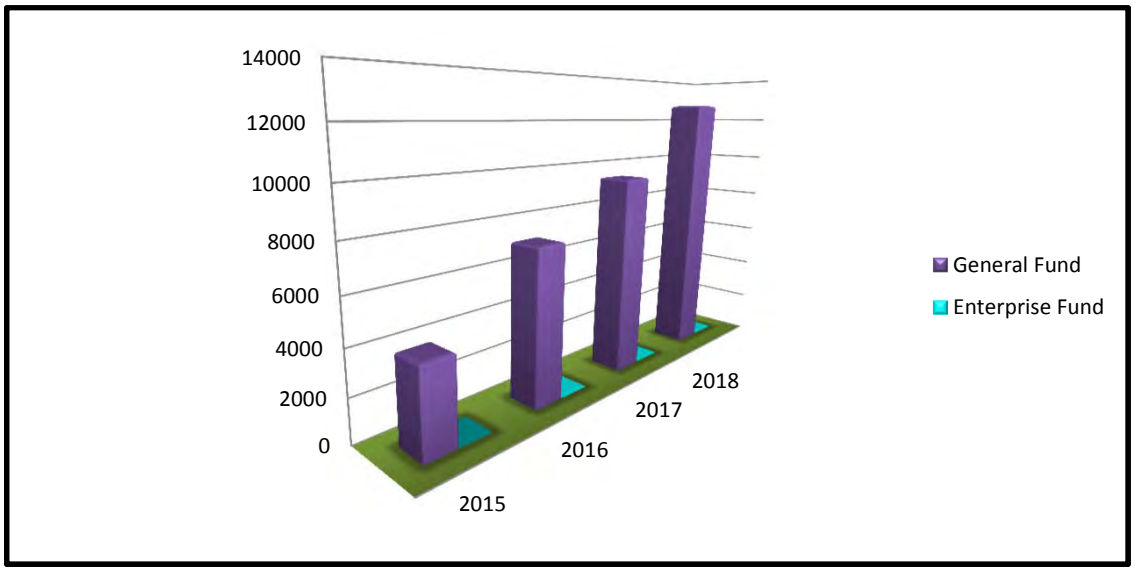


CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

TOTAL GENERAL FUND CURRENT AND FUTURE OPERATING IMPACT					
Annual Operating Costs	**2015**	**2016**	**2017**	**2018**	**2019**
Additional Personnel (FTE's)	$ -	$ -	$ -	$ -	$ -
Maintenance	-	-	3,000	5,000	6,500
Materials & Equipment	-	350,000	4,500	6,800	10,400
Other Operating Costs	3,700	3,930	4,160	4,400	4,700
Total Operating Costs	**$ 3,700**	**$ 353,930**	**$ 11,660**	**$ 16,200**	**$ 21,600**

TOTAL ENTERPRISE FUND CURRENT AND FUTURE OPERATING IMPACT					
Annual Operating Costs	**2015**	**2016**	**2017**	**2018**	**2019**
Additional Personnel (FTE's)	$ -	$ -	$ -	$ -	$ -
Maintenance	-	-	-	-	-
Materials & Equipment	-	-	-	-	-
Other Operating Costs	-	-	-	-	-
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**



CITY OF SACHSE

FY 2014-2015 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **Electronic Citation Software and Equipment**
DEPARTMENT: **Municipal Court**

Description: Electronic ticketing equipment and software

Justification: Equipment and software will allow citations issued to import electronically

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
Court Technology Fund	Equip/Software	Special Revenue	$ 19,317

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance	1,274	1,274	1,274	1,274	1,274
Materials & Equipment					
Gas, Oil & Fuel					
Other Operating Costs					
Total Operating Costs	**1,274**	**1,274**	**1,274**	**1,274**	**1,274**

EQUIPMENT: **2015 Ford F350 Ext. Cab**
DEPARTMENT: **Parks and Recreation**

Description: Replacement of a 1999 Chevrolet

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 26,000

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance		500	1,000	1,500	2,000
Materials & Equipment	300	325	350	375	400
Gas, Oil & Fuel	1,125	1,136	1,148	1,160	1,175
Other Operating Costs					
Total Operating Costs	**1,425**	**1,961**	**2,498**	**3,035**	**3,575**

EQUIPMENT: **Generator**
DEPARTMENT: **Facilities Maintenance**

Description: New generator for the Animal Shelter

Justification: To provide emergency power to the Animal Shelter during a power outage

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Equipment	General	$ 25,000

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance		3500	3500	3500	3500
Materials & Equipment	300				
Gas, Oil & Fuel	1,000	1,000	1,200	1,200	1,200
Other Operating Costs					
Total Operating Costs	**1,300**	**4,500**	**4,700**	**4,700**	**4,700**

CITY OF SACHSE

FY 2014-2015 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **2015 Ford Interceptor Utility (Explorer)**
DEPARTMENT: **Police**

Description: Replacing 2005 4-door Crown Victoria

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 35,000

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance				100	100
Materials & Equipment					
Gas, Oil & Fuel	2,397	4,795	4,795	4,795	4,795
Other Operating Costs					
Total Operating Costs	**2,397**	**4,795**	**4,795**	**4,895**	**4,895**

EQUIPMENT: **2015 Ford Interceptor Utility (Explorer)**
DEPARTMENT: **Police**

Description: Replacing 2006 4-door Crown Victoria

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 35,000

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance				100	100
Materials & Equipment					
Gas, Oil & Fuel	2,397	4,795	4,795	4,795	4,795
Other Operating Costs					
Total Operating Costs	**2,397**	**4,795**	**4,795**	**4,895**	**4,895**

EQUIPMENT: **Livescan Fingerprint Machine**
DEPARTMENT: **Police**

Description: Fingerprint machine for identification

Justification: Required to continue submiting fingerprints for identification & arrest reporting to TxDPS

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Equipment	General	$ 20,000

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance	3500	3500	3550	3600	3650
Materials & Equipment					
Gas, Oil & Fuel					
Other Operating Costs					
Total Operating Costs	**3,500**	**3,500**	**3,550**	**3,600**	**3,650**

CITY OF SACHSE

FY 2014-2015 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **2015 1 ton crew cab & chassis**
DEPARTMENT: **Water Operations**

Description: Replacing 2005 Ford F350

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
Utility Fund	Vehicle	Utility	$ 25,100

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance			100	150	200
Materials & Equipment	100				
Gas, Oil & Fuel	1,696	3,393	3,393	3,393	3,393
Other Operating Costs					
Total Operating Costs	**1,796**	**3,393**	**3,493**	**3,543**	**3,593**

EQUIPMENT: **2014 Toyota Tacoma**
DEPARTMENT: **Meter Reading**

Description: Replacing 2003 Chevrolet Silverado

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
Utility Fund	Vehicle	Utility	$ 18,125

OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)					
Maintenance			100	150	200
Materials & Equipment	100				
Gas, Oil & Fuel	1,576	3,152	3,152	3,152	3,152
Other Operating Costs					
Total Operating Costs	**1,676**	**3,152**	**3,252**	**3,302**	**3,352**

GENERAL FUND OPERATING IMPACT

Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)	0	0	0	0	0
Maintenance	3,500	7,500	8,050	8,800	9,350
Materials & Equipment	600	325	350	375	400
Gas, Oil & Fuel	6,920	11,726	11,938	11,950	11,965
Other Operating Costs	0	0	0	0	0
Total Operating Costs	**11,020**	**19,551**	**20,338**	**21,125**	**21,715**

SPECIAL REVENUE FUND OPERATING IMPACT

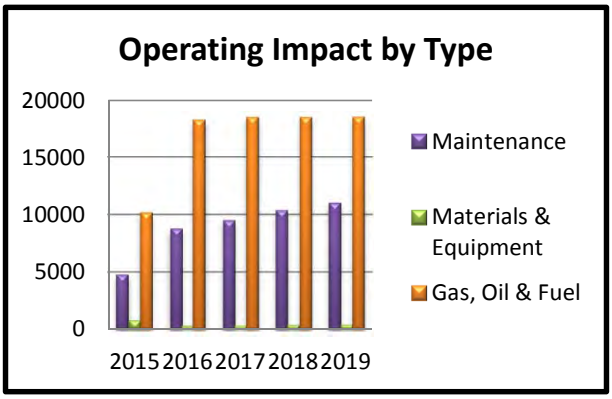
Annual Operating Costs	2015	2016	2017	2018	2019
Additional Personnel (FTEs)	0	0	0	0	0
Maintenance	1,274	1,274	1,274	1,274	1,274
Materials & Equipment	0	0	0	0	0
Gas, Oil & Fuel	0	0	0	0	0
Other Operating Costs	0	0	0	0	0
Total Operating Costs	**1,274**	**1,274**	**1,274**	**1,274**	**1,274**

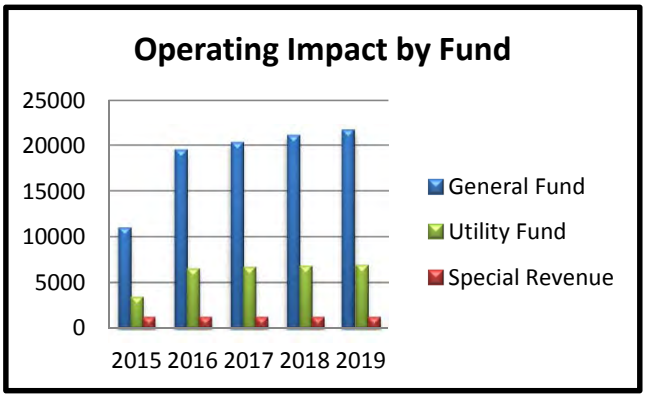
CITY OF SACHSE

FY 2014-2015 CAPITAL EQUIPMENT NEEDS INFORMATION

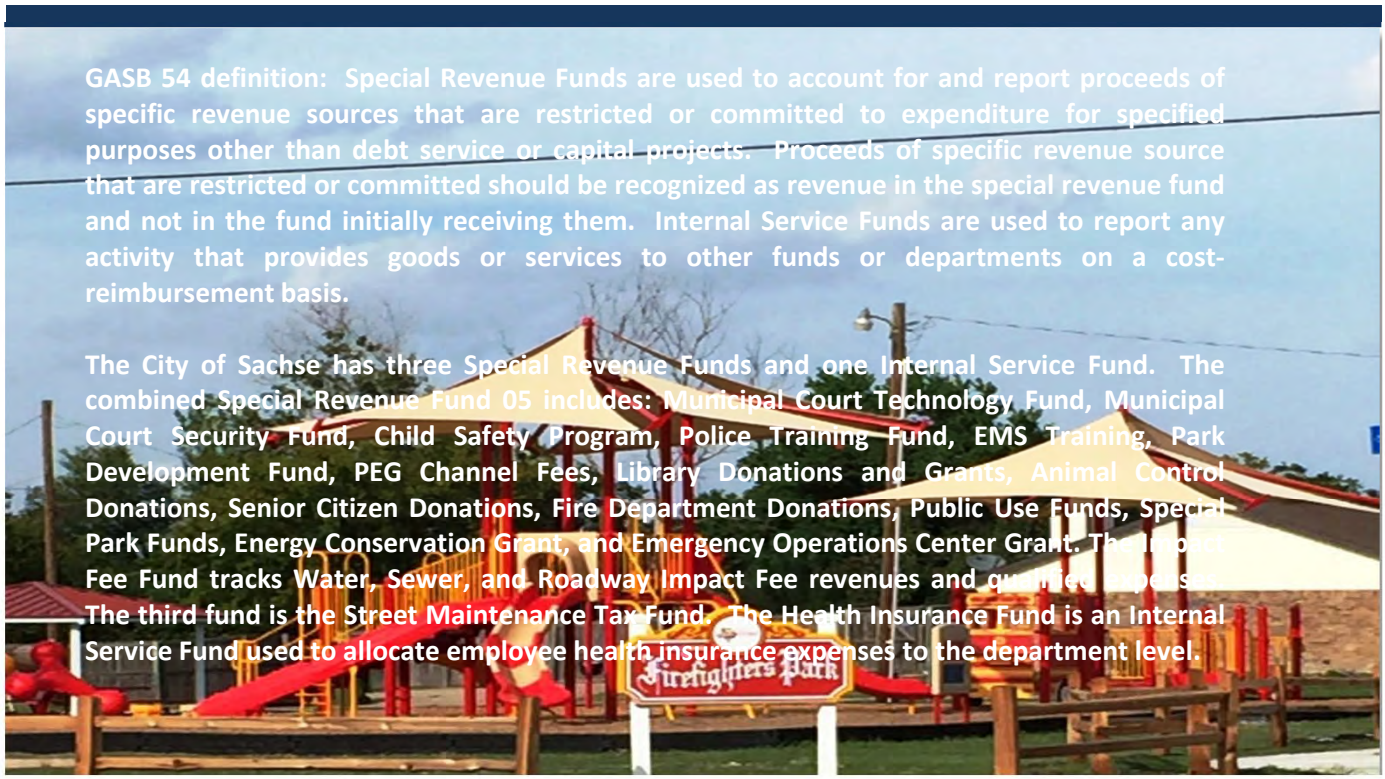
UTILITY FUND OPERATING IMPACT					
Annual Operating Costs	**2015**	**2016**	**2017**	**2018**	**2019**
Additional Personnel (FTEs)	0	0	0	0	0
Maintenance	0	0	200	300	400
Materials & Equipment	200	0	0	0	0
Gas, Oil & Fuel	3,272	6,545	6,545	6,545	6,545
Other Operating Costs	0	0	0	0	0
Total Operating Costs	**3,472**	**6,545**	**6,745**	**6,845**	**6,945**

TOTAL OPERATING IMPACT					
Annual Operating Costs	**2015**	**2016**	**2017**	**2018**	**2019**
Additional Personnel (FTEs)	0	0	0	0	0
Maintenance	4,774	8,774	9,524	10,374	11,024
Materials & Equipment	800	325	350	375	400
Gas, Oil & Fuel	10,192	18,271	18,483	18,495	18,510
Other Operating Costs	0	0	0	0	0
Total Operating Costs	**15,766**	**27,370**	**28,357**	**29,244**	**29,934**





SPECIAL PURPOSE FUNDS



GASB 54 definition: Special Revenue Funds are used to account for and report proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. Proceeds of specific revenue source that are restricted or committed should be recognized as revenue in the special revenue fund and not in the fund initially receiving them. Internal Service Funds are used to report any activity that provides goods or services to other funds or departments on a cost-reimbursement basis.

The City of Sachse has three Special Revenue Funds and one Internal Service Fund. The combined Special Revenue Fund 05 includes: Municipal Court Technology Fund, Municipal Court Security Fund, Child Safety Program, Police Training Fund, EMS Training, Park Development Fund, PEG Channel Fees, Library Donations and Grants, Animal Control Donations, Senior Citizen Donations, Fire Department Donations, Public Use Funds, Special Park Funds, Energy Conservation Grant, and Emergency Operations Center Grant. The Impact Fee Fund tracks Water, Sewer, and Roadway Impact Fee revenues and qualified expenses. The third fund is the Street Maintenance Tax Fund. The Health Insurance Fund is an Internal Service Fund used to allocate employee health insurance expenses to the department level.

City of Sachse

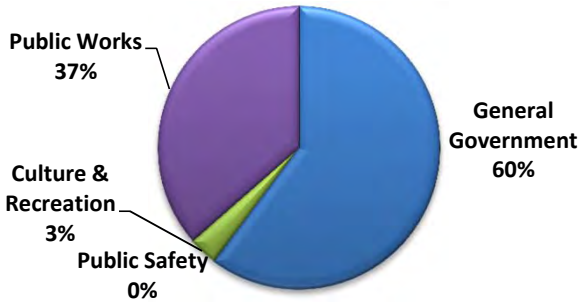
SPECIAL PURPOSE FUNDS OVERVIEW

The **Special Purpose Funds** account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. This encompasses legal restrictions imposed by parties outside the government as well as those imposed by the governing body.

Restricted revenues are defined as resources externally restricted or having restrictions imposed by internal enabling legislation. The committed revenues are resources with constraints imposed by the highest level of the government, where the constraints can be removed only by a similar action of the same governing body.

General Government Revenue	FY 2011/12 Actual	FY 2012/13 Actual	FY 2013/14 Projected	FY 2014/15 Budget
PEG Channel Fees	13,004	13,887	9,705	10,075
Public Use Fund	110	4,348	75	75
Municipal Court Security Fund	8,187	7,598	4,514	7,800
Municipal Court Technology Fund	10,721	9,907	5,942	9,150
Child Safety Program Fees	9,951	10,665	10,109	9,100
Health Insurance Fund	-	-	763,551	866,013
Total General Government	$ 41,973	$ 46,405	$ 793,898	$ 902,213
Public Safety Revenue				
Police Traning Fund	4	2,653	2,619	5
EMS Training Fund	15	20	5	20
Animal Control Donations	1,069	11,813	6,319	10
Fire Department Donations	23,577	9,252	9	25
Total Public Safety Revenue	$ 24,665	$ 23,738	$ 8,952	$ 60
Culture and Recreation Revenue				
Park Development Fees	-	80,305	325,661	50,010
Library Donations and Grants Fund	10	25,006	33	15
Senior Citizen Donations	136	16	254	15
Special Parks Fund	28	36	9	-
Total Culture and Recreation Revenue	$ 174	$ 105,363	$ 325,957	$ 50,040
Public Works Revenue				
Water Impact Fees	-	-	483,863	126,933
Sewer Impact Fees	-	-	370,438	50,790
Street Impact Fees	-	-	57,924	76,277
Street Maintenance Tax Fund	-	-	201,471	291,811
Total Public Works Revenue	$ -	$ -	$ 1,113,696	$ 545,811
Total Special Purpose Funds				

FY 2014-2015 Budgeted Revenue



SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

SPECIAL REVENUE FUND 05
SUMMARY

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	1,334,044	565,998	565,998	689,509
REVENUES				
Fees	$ 690,792	$ 300,200	$ 344,931	$ 85,500
Interest, Rent & Leases	2,570	865	427	800
Grants & Donations	50,181	-	6,587	-
Intragovernmental	-	-	16,586	-
TOTAL REVENUES	$ 743,543	$ 301,065	$368,531	$ 86,300
EXPENDITURES				
Fees	$ 6,922	$ 283,500	$ 182,612	$ 212,000
Grants & Donations	2,685	77,999	45,822	17,500
Intragovernmental	-	-	16,586	
TOTAL EXPENDITURES	$ 9,607	$ 361,499	$ 245,020	$ 229,500
TOTAL REVENUES OVER EXPENDITURES	$ 733,936	$ (60,434)	$ 123,511	$ (143,200)
ENDING FUND BALANCE	2,067,981	505,564	689,509	546,309

Roadway Impact Fees were moved to the Impact Fee Fund starting with FY 2013/14.

REVENUE
FISCAL YEAR 2014-2015

SPECIAL REVENUE FUND
REVENUES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
REVENUES				
Court Security Fees	$ 7,294	$ 7,500	$ 4,431	$ 7,500
Court Technology Fees	9,731	9,000	5,892	9,000
Child Safety Program Fees	10,570	7,500	10,079	9,000
Police Training Fees	-	-	2,616	-
Emergency Medical Training Fees	-	-	-	-
Street Impact Fees	569,111	-	-	-
Park Development Fees	80,300	268,200	308,904	50,000
PEG Channel Fees	13,786	8,000	13,009	10,000
Library Donations/Grants	24,999	-	32	-
Animal Control Donations	11,795	-	6,305	-
Senior Citizen Program Donations	-	-	250	-
Fire Department Donations/Grants	9,188	-	-	-
Special Park Funds	-	-	-	-
Public Use Funds	4,200	-	-	-
Operating Transfer In	-	-	16,586	-
Interest	2,570	865	427	800
TOTAL REVENUES	$ 743,543	$ 301,065	$ 368,531	$ 86,300

EXPENDITURES
FISCAL YEAR 2014-2015

SPECIAL REVENUE FUND
EXPENDITURES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
EXPENDITURES				
Court Security Fees	$ 27	$ 30,000	$ 1,099	$ 30,000
Court Technology Fees	3,435	10,000	4,553	25,000
Child Safety Program Fees	-	-	-	-
Police Training Fees	-	5,000	-	3,000
Emergency Medical Training Fees	-	-	-	-
Street Impact Fees	2,000	-	-	-
Park Development Fee Projects	1,400	181,500	176,959	100,000
PEG Channel Fees	60	52,000	-	52,000
Library Donations/Grants	2,373	26,999	27,228	-
Animal Control Donations	311	15,000	1,500	5,000
Senior Citizen Program	-	5,000	-	2,000
Fire Department Donations/Grants	-	18,000	17,094	12,500
Special Park Funds	-	18,000	16,586	-
TOTAL EXPENDITURES	$ 9,607	$ 361,499	$ 245,020	$ 229,500

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

MUNICIPAL COURT SECURITY

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 141,975	$ 149,546	$ 149,546	$ 152,961
REVENUES:				
Court Security Fees	$ 7,294	$ 7,500	$ 4,431	$ 7,500
Interest Income	304	300	83	300
TOTAL REVENUES	$ 7,598	$ 7,800	$ 4,514	$ 7,800
EXPENDITURES:				
Small Tools and Equipment	$ 27	$ 30,000	$ -	$ 30,000
Employee Training	-	-	1,099	-
TOTAL EXPENDITURES	$ 27	$ 30,000	$ 1,099	$ 30,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 7,571	$ (22,200)	$ 3,415	$ (22,200)
ENDING FUND BALANCE	$ 149,546	$ 127,346	$ 152,961	$ 130,761

These funds are restricted to the Court System for security equipment; the funds can be used to pay bailiffs and police officer overtime for Court Security as needed.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

MUNICIPAL COURT TECHNOLOGY

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 83,732	$ 90,204	$ 90,204	$ 91,593
REVENUES:				
Court Technology Fees	$ 9,731	$ 9,000	$ 5,892	$ 9,000
Interest Income	176	150	50	150
TOTAL REVENUES	$ 9,907	$ 9,150	$ 5,942	$ 9,150
EXPENDITURES:				
Court Technology Improvements	$ 3,435	$ 10,000	$ 4,553	$ 25,000
TOTAL EXPENDITURES	$ 3,435	$ 10,000	$ 4,553	$ 25,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 6,472	$ (850)	$ 1,389	$ (15,850)
ENDING FUND BALANCE	$ 90,204	$ 89,354	$ 91,593	$ 75,743

These funds are set aside by Ordinance and are to be used for technological improvements for the Court System such as Ticket Writers , other hardware and software.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

CHILD SAFETY PROGRAM FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 43,484	$ 54,149	$ 54,149	$ 64,258
REVENUES:				
Child Safety Program Fees	$ 10,175	$ 7,500	$ 9,774	$ 9,000
Time Payment Fees	395	-	305	-
Seat Belt Program Fees	-	-	-	-
Interest Income	95	100	30	100
TOTAL REVENUES	$ 10,665	$ 7,600	$ 10,109	$ 9,100
EXPENDITURES:				
Small Tools and Equipment	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 10,665	$ 7,600	$ 10,109	$ 9,100
ENDING FUND BALANCE	$ 54,149	$ 61,749	$ 64,258	$ 73,358

This fee fund is an aggregate of Time Payment Fees, Child Safety Fees and Seat Belt Fees. The City remits fees collected to the State Comptroller; the fees remaining with the City can be used for any General Operating purposes designated by City Council. The City receives a distribution from Collin County for Child Safety Fees approximately twice a year.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

POLICE TRAINING FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 2,803	$ 5,456	$ 5,456	$ 8,075
REVENUES:				
Police Training Fees	$ -	$ -	$ 2,616	$ -
Forfeitures and Judgements	$ 2,644	$ -	$ -	
Misc Grants and Donations				
Interest Income	9	5	3	5
TOTAL REVENUES	$ 2,653	$ 5	$ 2,619	$ 5
EXPENDITURES:				
Training	$ -	$ 5,000	$ -	$ 3,000
TOTAL EXPENDITURES	$ -	$ 5,000	$ -	$ 3,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 2,653	$ (4,995)	$ 2,619	$ (2,995)
ENDING FUND BALANCE	$ 5,456	$ 461	$ 8,075	$ 5,080

This fund is set up to record transaction related to grant funds distributed from the State Comptroller's Office under the TCLEOS Program. Additionally this fund is set up to record the Fine Forfeiture funds distributed by the State; although accounted for here, the funds are tracked separately and accounted for under strict time guidelines.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

EMS TRAINING FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 9,425	$ 9,447	$ 9,447	$ 9,452
REVENUES:				
EMT Training Fees	$ -	$ -	$ -	
Interest Income	20	20	5	20
TOTAL REVENUES	$ 20	$ 20	$ 5	$ 20
EXPENDITURES:				
Small Tools and Equipment	$ -	$ -	$ -	$ -
Training	-	-	-	-
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 20	$ 20	$ 5	$ 20
ENDING FUND BALANCE	$ 9,447	$ 9,467	$ 9,452	$ 9,472

This fund is set up to record transactions related to grant funds distributed from the North Central Texas Council of Governments for trauma training. Additionally this fund is used to record the receipts for EMS training: fees are collected from participants which are used to pay for classroom instructors and materials; the funds are used for training of staff and purchasing some small equipment as needed.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

STREET IMPACT FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 937,366	$ -	$ -	$ -
REVENUES:				
Street Impact Fees	$ 569,111	$ -	$ -	$ -
Interest Income	1,915	-	-	-
TOTAL REVENUES	$ 571,026	$ -	$ -	$ -
EXPENDITURES:				
CIP Maxwell Creek Road(DA)	$ 2,000	$ -	$ -	$ -
Operating Transfers Out-CIP Study	-	-	-	-
Operating Transfers Out - Capital Project Fund	-	-	-	-
TOTAL EXPENDITURES	$ 2,000	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 569,026	$ -	$ -	$ -
ENDING FUND BALANCE	$ 1,506,392	$ -	$ -	$ -

This fund is set up as a separate fund to track Street Impact Fees assessed and collected at Building Permit; the fee is $1000 per lot established by Ordinance. The fees are utilized to fund street infrastructure improvements identified on the City CIP. Beginning with FY 2013-2014 these funds will be tracked in the Impact Fee Fund.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

PARK DEVELOPMENT FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 2,209	$ 82,514	$ 82,514	$ 231,215
REVENUES:				
Park Development Fees	$ 80,300	$ 268,200	$ 308,904	$ 50,000
Interest Income	5	10	171	10
Operating Transfer In	-	-	16,586	-
TOTAL REVENUES	$ 80,305	$ 268,210	$ 325,661	$ 50,010
EXPENDITURES:				
Operating Transfer	$ -	$ 155,000	$ 155,000	$ 100,000
Park Improvements	1,400	26,500	21,959	-
TOTAL EXPENDITURES	$ 1,400	$ 181,500	$ 176,959	$ 100,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 78,905	$ 86,710	$ 148,701	$ (49,990)
ENDING FUND BALANCE	$ 82,514	$ 169,224	$ 231,215	$ 181,225

This fund is set up as a separate fund to track Park Dedication Fees assessed and collected at Building Permit; the fee is $525 per lot and is established by Ordinance. The fees are utilized to fund park improvements.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

PEG CHANNEL FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 41,852	$ 55,679	$ 55,679	$ 68,723
REVENUES:				
Public Educ Access Channel Fees	$ 13,786	$ 8,000	$ 13,009	$ 10,000
Interest Income	101	75	35	75
TOTAL REVENUES	$ 13,887	$ 8,075	$ 13,044	$ 10,075
EXPENDITURES:				
Small Tools and Equipment	$ 60	$ 52,000	$ -	$ 52,000
TOTAL EXPENDITURES	$ 60	$ 52,000	$ -	$ 52,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 13,827	$ (43,925)	$ 13,044	$ (41,925)
ENDING FUND BALANCE	$ 55,679	$ 11,754	$ 68,723	$ 26,798

These are fees collected through the AT&T Franchise for cable access; the Verizon franchise calls for fees to commence once the outgoing cable broadcast is connected; fees are collected quarterly and are based on connects and type of accesspoints.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

LIBRARY DONATIONS AND GRANTS

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 4,853	$ 27,486	$ 27,486	$ 290
REVENUES:				
Library Donation	$ -	$ -	$ 32	
Foundation Grants	$ 24,999	$ -		
Interest Income	7	15	1	15
TOTAL REVENUES	$ 25,006	$ 15	$ 33	$ 15
EXPENDITURES:				
5100 Utilities	$ -	$ -	$ -	$ -
5125 Supplies	-	-	2,137	-
5151 Small Tools and Equipment	2,373	26,999	25,091	-
TOTAL EXPENDITURES	$ 2,373	$ 26,999	$ 27,228	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 22,633	$ (26,984)	$ (27,196)	$ 15
ENDING FUND BALANCE	$ 27,486	$ 502	$ 290	$ 305

These are miscellaneous grants and donations

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

ANIMAL CONTROL DONATIONS

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 4,916	$ 16,417	$ 16,417	$ 21,236
REVENUES:				
Misc Grants and Donations	$ 11,795	$ -	$ 6,305	$ -
Interest Income	18	10	14	10
TOTAL REVENUES	$ 11,813	$ 10	$ 6,319	$ 10
EXPENDITURES:				
Small Tools and Equipment	$ 311	$ 15,000	$ 1,500	$ 5,000
TOTAL EXPENDITURES	$ 311	$ 15,000	$ 1,500	$ 5,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 11,501	$ (14,990)	$ 4,819	$ (4,990)
ENDING FUND BALANCE	$ 16,417	$ 1,427	$ 21,236	$ 16,246

These are miscellaneous grants and donations

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

SENIOR CITIZEN DONATIONS

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 7,356	$ 7,374	$ 7,374	$ 7,628
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Senior Program Donation	-	-	250	-
Interest Income	16	15	4	15
TOTAL REVENUES	$ 16	$ 15	$ 254	$ 15
EXPENDITURES:				
Small Tools and Equipment	$ -	$ 5,000		$ 2,000
TOTAL EXPENDITURES	$ -	$ 5,000	$ -	$ 2,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 16	$ (4,985)	$ 254	$ (1,985)
ENDING FUND BALANCE	$ 7,374	$ 2,389	$ 7,628	$ 5,643

These are miscellaneous grants and donations

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

FIRE DEPARTMENT DONATIONS

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 20,975	$ 30,227	$ 30,227	$ 13,141
REVENUES:				
Misc Grants and Donations	$ 7,053	$ -	$ -	$ -
Other Agency Grants	2,135	-	-	-
Interest Income	64	25	9	25
TOTAL REVENUES	$ 9,252	$ 25	$ 9	$ 25
EXPENDITURES:				
Fire and Ambulance	$ -	$ -	$ 3,300	$ -
Small Tools and Equipment	-	18,000	13,794	12,500
TOTAL EXPENDITURES	$ -	$ 18,000	$ 17,094	$ 12,500
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 9,252	$ (17,975)	$ (17,085)	$ (12,475)
ENDING FUND BALANCE	$ 30,227	$ 12,252	$ 13,141	$ 666

These are miscellaneous grants and donations.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

PUBLIC USE FUNDS

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 16,558	$ 20,923	$ 20,923	$ 20,935
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Other Agency Grants	$ 4,200		$ -	
Interest Income	148	75	12	75
TOTAL REVENUES	$ 4,348	$ 75	$ 12	$ 75
EXPENDITURES:				
Energy Conservation Improvements	$ -	$ -	$ -	$ -
Small Tools and Equipment	-	-	-	
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 4,348	$ 75	$ 12	$ 75
ENDING FUND BALANCE	$ 20,923	$ 20,998	$ 20,935	$ 21,010

These funds are the result of a Settlement Agreement with North Texas Cities Electric customers; the funds are to be used for energy efficiency improvements.

SPECIAL REVENUE FUND
FISCAL YEAR 2014-2015

SPECIAL PARK FUNDS

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ 16,540	$ 16,576	$ 16,576	$ -
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Interest Income	36	40	9	
TOTAL REVENUES	$ 36	$ 40	$ 9	$ -
EXPENDITURES:				
Small Tools and Equipment	$ -	$ -	$ -	$ -
Park Improvements	-	18,000		-
Operating Transfer Out	-	-	16,586	-
TOTAL EXPENDITURES	$ -	$ 18,000	$ 16,586	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 36	$ (17,960)	$ (16,576)	$ -
ENDING FUND BALANCE	$ 16,576	$ (1,384)	$ -	$ -

The source of these funds is donations/grants specified for use in the City parks.

DEPARTMENT: IMPACT FEE FUND	FUND: IMPACT FEES

SUMMARY

Impact fees for new development shall be collected at the time the city issues a building permit, or if a building permit is not required, at the time an application is filed for a new connection, to the city's water or wastewater system, or for an increase in water meter size, unless an agreement between the property owner and the city has been executed providing for a different time of payment.

The amount of each type of impact fee due(roadway, water, and/or wastewater) shall be determined by multiplying the number of each type of service units generated by the new development by the impact fee due for each type of service unit. The amount of each impact fee shall be reduced by any allowable credits for that category of capital improvements.

All impact fees collected shall be deposited in interest bearing accounts clearly identifying the category of capital improvements or facility expansions within the service area for which the fee is collected. Interest earned on the account into which the impact fees are deposited shall be considered funds of the account and shall be used only in the same manner as which the underlying funds may be used. Impact fees and the interest earned thereon may be spent only for the purposes for which such fees were imposed as shown in the capital improvements plan. The impact fees collected for each service area may be used to finance or to recoup the costs of any capital improvements or facility expansion identified in the capital improvement plan for the service area.

HISTORY

The City Council authorized the creation of a separate fund for tracking the collection and expenditure of impact fees effective for fiscal year 2013-2014. Water and wastewater impact fees had previously been tracked in the Utility Fund, and roadway impact fees had been tracked in the Special Revenue Fund. Segregation of impact fee revenues and interest allocations will enhance the ability to track available funding for CIP projects. At the close of FY2012-2013, existing fund balance for water, wastewater, and roadway impact fees were transferred to the Impact Fee Fund to be added to new revenues for use in funding capital improvements or facility expansion in the CIP .

EXPENDITURES	Actual 2011/12	Budget 2012/13	Budget 2013/14	Budget 2014/15
Category:				
Water CIP Projects			$ -	$ 640,000
Wastewater CIP Projects				
Roadway CIP Projects			350,000	245,000
Financing Costs				
TOTAL	$ -	$ -	$ 350,000	$ 885,000

PERSONNEL	Actual 2011/12	Budget 2012/13	Budget 2013/14	Budget 2014/15
There are no personnel in this department.				

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

IMPACT FEE FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE		2,997,906	2,997,906	3,560,131
REVENUES				
Impact Fee Revenue	$ -	$ 238,000	$ 907,450	$ 250,000
Interest Income	-	4,000	4,775	4,000
TOTAL REVENUES	$ -	$ 242,000	$ 912,225	$ 254,000
EXPENDITURES				
Operating Transfers Out	-	350,000	350,000	885,000
TOTAL EXPENDITURES	$ -	$ 350,000	$ 350,000	$ 885,000
TOTAL REVENUES OVER EXPENDITURES	$ -	$ (108,000)	$ 562,225	$ (631,000)
ENDING FUND BALANCE		2,889,906	3,560,131	2,929,131

REVENUE
FISCAL YEAR 2014-2015

IMPACT FEE FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
REVENUES				
Water Impact Fees	$ -	$ 115,000	$ 481,330	$ 125,000
Sewer Impact Fees	-	47,000	368,499	50,000
Street Impact Fees	-	76,000	57,620	75,000
Interest Income	-	4,000	4,775	4,000
TOTAL REVENUES	$ -	$ 242,000	$ 912,225	$ 254,000

EXPENDITURES
FISCAL YEAR 2014-2015

IMPACT FEE FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
EXPENDITURES				
Operating Transfers Out - Capital Project Fund	$ -	$ 350,000	$ 350,000	$ 245,000
Operating Transfers Out - Water Operations	-	-	-	640,000
Operating Transfers Out - Sewer Operations	-	-	-	-
TOTAL EXPENDITURES	$ -	$ 350,000	$ 350,000	$ 885,000

IMPACT FEE FUND
FISCAL YEAR 2014-2015

WATER IMPACT FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE		$ 466,128	$ 466,128	$ 949,991
REVENUES:				
Water Impact Fees	$ -	$ 115,000	$ 481,330	$ 125,000
Interest Income	-	1,933	2,533	1,933
TOTAL REVENUES	$ -	$ 116,933	$ 483,863	$ 126,933
EXPENDITURES:				
Operating Transfers Out - Water Operations		$ -	$ -	$ 640,000
TOTAL EXPENDITURES	$ -	$ -	$ -	$ 640,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ -	$ 116,933	$ 483,863	$ (513,067)
ENDING FUND BALANCE	$ -	$ 583,061	$ 949,991	$ 436,924

Previously budgeted for in the Utility Fund

IMPACT FEE FUND
FISCAL YEAR 2014-2015

SEWER IMPACT FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ -	$ 1,025,386	$ 1,025,386	$ 1,395,824
REVENUES:				
Sewer Impact Fees	$ -	$ 47,000	$ 368,499	$ 50,000
Interest Income	-	790	1,939	790
TOTAL REVENUES	$ -	$ 47,790	$ 370,438	$ 50,790
EXPENDITURES:				
Operating Transfers Out - Sewer Operations	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ -	$ 47,790	$ 370,438	$ 50,790
ENDING FUND BALANCE	$ -	$ 1,073,176	$ 1,395,824	$ 1,446,614

Previously budgeted for in the Utility Fund

IMPACT FEE FUND
FISCAL YEAR 2014-2015

STREET IMPACT FEES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ -	$ 1,506,392	$ 1,506,392	$ 1,214,316
REVENUES:				
Street Impact Fees	$ -	$ 76,000	$ 57,620	$ 75,000
Interest Income	-	1,277	303	1,277
TOTAL REVENUES	$ -	$ 77,277	$ 57,924	$ 76,277
EXPENDITURES:				
Operating Transfers Out - Capital Project Fund		$ 350,000	$ 350,000	$ 245,000
TOTAL EXPENDITURES	$ -	$ 350,000	$ 350,000	$ 245,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ -	$ (272,723)	$ (292,076)	$ (168,723)
ENDING FUND BALANCE	$ -	$ 1,233,669	$ 1,214,316	$ 1,045,593

Previously budgeted for in the Special Revenue Fund

DEPARTMENT:	FUND:
STREET MAINTENANCE	STREET MAINTENANCE TAX FUND

SUMMARY

In May 2013, the voters of Sachse approved a 1/4 cent sales tax for the purpose of maintaining streets and thoroughfares. The tax was collected beginning October 1, 2013 and is expected to generate approximately $291,611 for fiscal year 2014-2015. The use of the funds generated is restricted to specific purposes, so the proceeds will be segregated in a separate special revenue fund.

EXPENDITURES	Actual 2011/12	Budget 2012/13	Budget 2013/14	Budget 2014/15
Category:				
Street Maintenance Projects			$ 210,000	$ 282,000
	0	0	0	0
TOTAL	$ -	$ -	$ 210,000	$ 282,000

PERSONNEL	Actual 2011/12	Budget 2012/13	Budget 2013/14	Budget 2014/15
There are no personnel in this department.				

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

STREET MAINTENANCE TAX FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ -	$ -	$ -	$ 16,471
REVENUES				
Sales Tax Revenue	$ -	$ 214,900	$ 201,392	$ 291,611
Interest Income	-	500	78	200
TOTAL REVENUES	$ -	$ 215,400	$ 201,471	$ 291,811
EXPENDITURES				
Street Maintenance	$ -	$ 210,000	$ 185,000	$ 282,000
TOTAL EXPENDITURES	$ -	$ 210,000	$ 185,000	$ 282,000
TOTAL REVENUES OVER EXPENDITURES	$ -	$ 5,400	$ 16,471	$ 9,811
ENDING FUND BALANCE		5,400	16,471	26,282

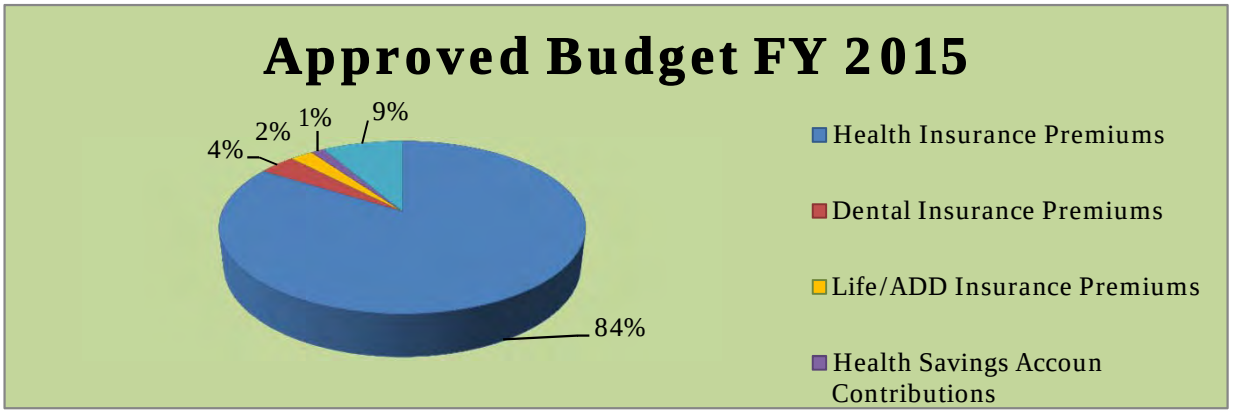
DEPARTMENT:	FUND:
EMPLOYEE INSURANCE	HEALTH INSURANCE FUND

SUMMARY

The City of Sachse provides health, dental, life, and accidental death and dismemberment insurance to employees and contributes a portion of the cost of premiums for dependent health coverage. The City offers three options for health insurance coverage: a base PPO plan, a step-up PPO plan, and a Health Savings Account. The PPO plans are designed with a Health Reimbursement Arrangement(HRA) that reimburses employees for a portion of the plan deductible. Participants in the Health Savings Account(H.S.A.) option receive a contribution to their account based on the premium savings between the H.S.A. and the base PPO plan.

Prior to fiscal year 2013-2014, all expenses related to the City's employee health insurance programs were accounted for in the General Fund in the Combined Services department. A flat amount was budgeted for a single year's reimbursements in the HRA, and unexpended amounts were retained as fund balance. Since a HRA is essentially a limited form of self-insurance, the creation of a separate fund for tracking employee health insurance will allow unexpended HRA budgeted amounts to be retained in the fund for future risk.

An additional benefit of the creation of a Health Insurance Fund, which is to be classified as an internal service fund, is the ability to track expenses by department. This allows a true allocation of the cost of providing services for the categories recognized in financial reporting: Public Safety, Public Works, Culture and Recreation, and General Government.



EXPENDITURES	Actual 2011/12	Budget 2012/13	Budget 2013/14	Budget 2014/15
Category:				
Health Insurance Premiums	$ -	$ -	$ 649,874	$ 726,352
Dental Insurance Premiums	-	-	31,951	33,427
Life/ADD Insurance Premiums	-	-	19,128	20,727
Health Savings Accoun Contributions	-	-	8,301	12,152
HRA Reimbursements	-	-	56,250	73,320
TOTAL	$ -	$ -	$ 765,503	$ 865,977

PERSONNEL	Actual 2011/12	Budget 2012/13	Budget 2013/14	Budget 2014/15
There are no personnel in this department.				

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

HEALTH INSURANCE FUND
SUMMARY

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	$ -	$ -	$ -	$ 87,323
REVENUES				
Intragovernmental Transfers	$ -	$ 765,506	$ 763,500	$ 865,978
Interest, Rent & Leases	-	-	51	35
TOTAL REVENUES	$ -	$ 765,506	$ 763,551	$ 866,013
EXPENDITURES				
Health Insurance Premiums	$ -	$ 649,874	$ 575,689	$ 726,351
Dental Insurance Premiums	-	31,951	26,139	33,427
LTD and Life Insurance Premiums	-	19,128	17,656	20,727
H.S.A. Contribution	-	8,301	9,549	12,152
Deductible Reimbursements	-	56,250	47,195	73,320
TOTAL EXPENDITURES	$ -	$ 765,503	$ 676,228	$ 865,977
TOTAL REVENUES OVER EXPENDITURES	$ -	$ 3	$ 87,323	$ 36
ENDING FUND BALANCE	$ -	$ 3	$ 87,323	$ 87,359

Previously budgeted for in General Fund

REVENUES
FISCAL YEAR 2014-2015

HEALTH INSURANCE FUND
REVENUES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
INTRAGOVERNMENTAL TRANSFERS				
Operating Transfers In - General Fund	$ -	$ 765,506	$ 763,500	$ 795,182
Operating Transfers In - Utility Fund	-	-	-	70,796
TOTAL INTRAGOVERNMENTAL TRANSFERS	$ -	$ 765,506	$ 763,500	$ 865,978
INTEREST, RENT & LEASES				
Interest Income	$ -	$ -	$ 51	$ 35
TOTAL INTEREST, RENT & LEASES	$ -	$ -	$ 51	$ 35
TOTAL REVENUES	$ -	$ 765,506	$ 763,551	$ 866,013

EXPENDITURES
FISCAL YEAR 2014-2015

HEALTH INSURANCE FUND
EXPENDITURES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
HEALTH INSURANCE PREMIUMS				
City Manager	$ -	$ 14,498	$ 11,778	$ 18,273
City Secretary	-	4,477	4,440	4,666
Human Resources	-	8,875	9,030	13,060
Finance	-	24,583	22,760	26,862
Municipal Court	-	9,910	9,452	10,535
Parks and Recreation	-	39,164	39,768	43,856
Senior Citizen Programs	-	5,839	5,934	6,367
Library Services	-	13,353	13,358	14,195
Community Development	-	41,412	35,897	42,683
Streets and Drainage	-	52,296	47,155	54,463
Facility Maintenance	-	13,431	11,804	17,824
Police	-	215,945	172,826	247,210
Animal Control	-	17,210	13,073	14,718
Fire and Ambulance	-	110,040	104,395	121,571
Combined Services	-	5,712	186	5,712
Engineering	-	16,598	16,858	18,273
Utility Administration	-	8,955	8,581	9,529
Water Operations	-	25,190	25,333	30,595
Sewer Operations	-	13,431	14,101	16,430
Meter Reading	-	8,955	8,962	9,529
SUB-TOTAL	$ -	$ 649,874	$ 575,689	$ 726,351
DENTAL INSURANCE PREMIUMS				
City Manager	$ -	$ 595	$ 644	$ 878
City Secretary	-	270	259	293
Human Resources	-	388	310	585
Finance	-	2,107	1,254	878
Municipal Court	-	403	471	411
Parks and Recreation	-	1,662	1,572	1,644
Senior Citizen Programs	-	285	263	293
Library Services	-	810	777	878
Community Development	-	1,933	1,787	2,049
Streets and Drainage	-	2,718	2,012	2,871
Facility Maintenance	-	506	860	704
Police	-	10,840	7,827	11,290
Animal Control	-	914	753	878
Fire and Ambulance	-	5,310	4,340	5,910
Engineering	-	562	465	529
Utility Administration	-	388	408	585
Water Operations	-	1,212	1,273	1,289
Sewer Operations	-	810	678	878
Meter Reading	-	237	188	585
SUB-TOTAL	$ -	$ 31,951	$ 26,139	$ 33,427
LTD AND LIFE INSURANCE PREMIUMS				
City Manager	$ -	$ 573	$ 555	$ 618
City Secretary	-	230	222	250
Human Resources	-	327	417	326
Finance	-	908	869	924
Municipal Court	-	244	237	251
Parks and Recreation	-	985	886	960
Senior Citizen Programs	-	136	131	165

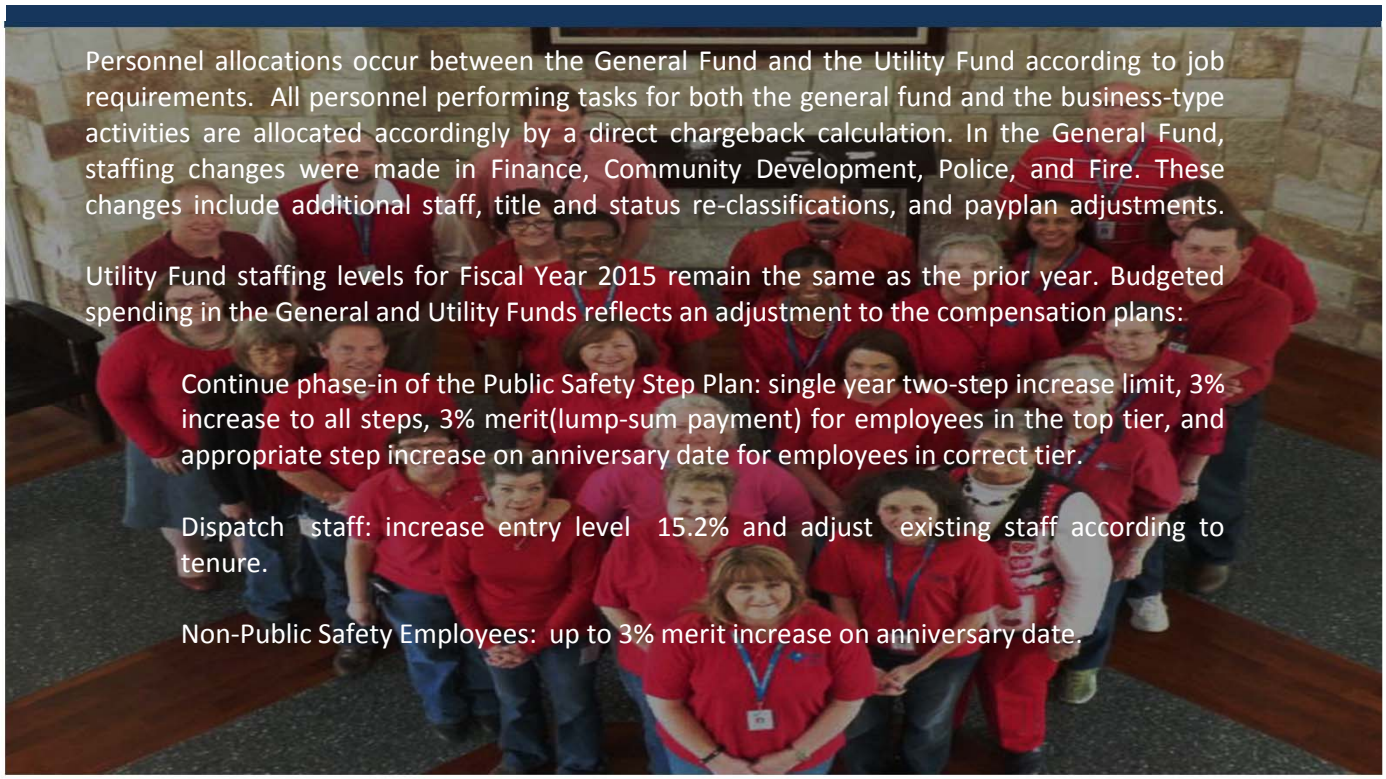
EXPENDITURES
FISCAL YEAR 2014-2015

HEALTH INSURANCE FUND
EXPENDITURES

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
Library Services	-	394	385	397
Community Development	-	1,375	1,280	1,367
Streets and Drainage	-	1,286	1,061	1,179
Facility Maintenance	-	346	298	339
Police	-	6,583	6,064	7,391
Animal Control	-	418	305	331
Fire and Ambulance	-	3,519	3,123	4,288
Engineering	-	557	537	565
Utility Administration	-	194	202	217
Water Operations	-	592	624	658
Sewer Operations	-	262	264	296
Meter Reading	-	199	197	205
SUB-TOTAL	$ -	$ 19,128	$ 17,656	$ 20,727
H.S.A. CONTRIBUTION				
City Manager	$ -	$ 1,045	$ 1,045	$ 1,045
City Secretary	-	-		-
Human Resources	-	-		-
Finance	-	-		-
Municipal Court	-	-		-
Parks and Recreation	-	1,906	251	-
Senior Citizen Programs	-	-		-
Library Services	-	-		-
Community Development	-	1,722	1,723	1,723
Streets and Drainage	-	861	1,364	1,723
Facility Maintenance	-	-		-
Police	-	-	963	2,310
Animal Control	-	-	395	861
Fire and Ambulance	-	1,722	2,764	3,445
Engineering	-	1,045	1,045	1,045
Utility Administration	-	-		-
Water Operations	-	-		-
Sewer Operations	-	-		-
Meter Reading	-	-		-
SUB-TOTAL	$ -	$ 8,301	$ 9,549	$ 12,152
DEDUCTIBLE REIMBURSEMENTS				
Citywide	$ -	$ 56,250	$ 47,195	$ 73,320
SUB-TOTAL	$ -	$ 56,250	$ 47,195	$ 73,320

City of Sachse

PERSONNEL SUMMARY



Personnel allocations occur between the General Fund and the Utility Fund according to job requirements. All personnel performing tasks for both the general fund and the business-type activities are allocated accordingly by a direct chargeback calculation. In the General Fund, staffing changes were made in Finance, Community Development, Police, and Fire. These changes include additional staff, title and status re-classifications, and payplan adjustments.

Utility Fund staffing levels for Fiscal Year 2015 remain the same as the prior year. Budgeted spending in the General and Utility Funds reflects an adjustment to the compensation plans:

Continue phase-in of the Public Safety Step Plan: single year two-step increase limit, 3% increase to all steps, 3% merit(lump-sum payment) for employees in the top tier, and appropriate step increase on anniversary date for employees in correct tier.

Dispatch staff: increase entry level 15.2% and adjust existing staff according to tenure.

Non-Public Safety Employees: up to 3% merit increase on anniversary date.

City of Sachse

CONVENTIONAL PAY PLAN

Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum
1000	**City Administration Group**				
1020	Executive Assistant	54	$ 39,649	$ 49,562	$ 59,474
1030	Adminstrative Assistant to City Manager	49	35,044	43,805	52,566
2000	**Finance Group**				
2010	Director of Finance	84	83,167	103,959	124,751
2020	Finance Manager	68	56,023	70,029	84,035
2025	Accountant	56	41,657	52,071	62,485
2030	Utility Billing Supervisor	52	37,739	47,173	56,608
2040	Utility Billing Assistant	37	26,057	32,572	39,086
2080	Finance Specialist	47	33,356	41,694	50,033
2090	System Administrator	51	60,320	75,414	90,508
3000	**Human Resources Group**				
3010	Human Resources Manager	75	66,594	83,243	99,891
3020	Human Resources Analyst	47	33,356	41,694	50,033
3030	Human Resources Clerk	35	9.32	11.64	13.97
5000	**Office/Clerical Group**				
5010	Secretary	39	27,376	34,221	41,065
6000	**Community Development Group**				
6010	Director of Community Development	80	75,345	94,182	113,018
6020	Building Official	70	58,860	73,574	88,289
6040	Combination Building Inspector	51	36,818	46,023	55,227
6050	Environmental Specialist	56	41,657	52,071	62,485
6060	Plans Examiner	55	40,641	50,801	60,961
6065	Erosion Control Inspector	45	15.26	19.08	22.90
6070	Planning Technician	42	29,481	36,852	44,222
7000	**Fire Group**				
7010	Fire Chief	83	81,139	101,423	121,708
7035	Code Enforcement Officer	49	35,044	43,805	52,566
8000	**Police Operations Group**				
8010	Police Chief	83	81,139	101,423	121,708
9000	**Police Operations Support Group**				
9010	Police Communications Supervisor	53	38,682	48,353	58,023
9020	Police Dispatcher	42	33,966	42,458	50,949
9030	Police Records Mgr/Evidence Custodian	51	36,818	46,023	55,227
9040	Police Records Clerk	37	26,057	32,572	39,086
10000	**Animal Control Group**				
10010	Animal Control Supervisor	52	37,739	47,173	56,608
10020	Animal Control Officer	41	28,762	35,953	43,144
10030	Animal Shelter Attendant	33	23,608	29,508	35,410
11000	**Court Services Group**				
11010	Court Administrator	56	41,657	52,071	62,485
11020	Deputy Court Clerk	39	27,376	34,221	41,065
12000	**Public Works Group**				
12010	Director of Public Works	81	77,229	96,536	115,843
12020	Public Works Superintendent	65	52,023	65,029	78,035
12025	Utilities Foreman	54	39,649	49,562	59,474
12030	Streets Foreman	54	39,649	49,562	59,474
12040	Crew Leader	46	32,542	40,678	48,813
12060	Meter Technician	36	25,422	31,777	38,133
12050	**Maintenance Technician**				

Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum
12050	Maintenance Technician	36	25,422	31,777	38,133
13000	**Parks and Recreation Services Group**				
13010	Director of Parks and Recreation	79	73,508	91,884	110,261
13020	Senior Citizen Program Manager	56	41,657	52,071	62,485
13025	Recreation Supervisor	54	39,649	49,562	59,474
13026	Recreation Aide (Part-Time)	29	10.28	12.85	15.42
13030	Parks Foreman	54	39,649	49,562	59,474
14000	**Building Maintenance Group**				
14010	Building Maintenance Supervisor	54	39,649	49,562	59,474
14020	Custodial Coordinator	31	22,469	28,086	33,704
14030	Custodian I (part-time)	25	9.32	11.64	13.97
15000	**Library Services Group**				
15010	Manager of Library Services	64	50,754	63,443	76,132
15030	Librarian	50	35,920	44,900	53,880
15020	Library Clerk	33	11.35	14.19	17.02
16000	**Engineering Group**				
16010	City Engineer	77	69,966	87,457	104,948
16020	Construction Inspector	51	36,818	46,023	55,227
16030	Project Manager	68	$ 56,023	$ 70,029	$ 84,035

PUBLIC SAFETY PAY PLAN

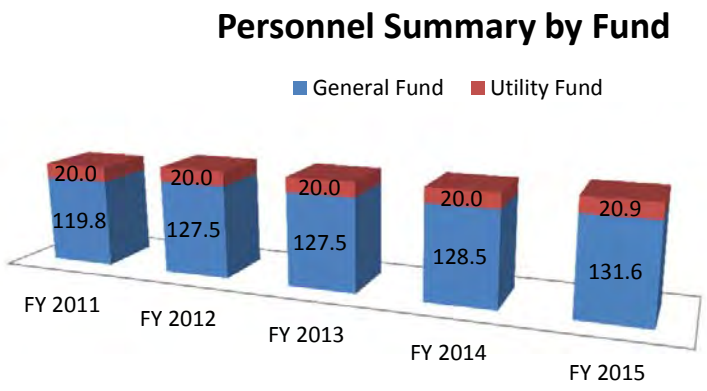
Occupational Job Families and Job Classes	Grade		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
Police Lieutenant	PS32	Annual	$ 68,339	$ 70,047	$ 71,799	$ 73,594	$ 75,433	$ 77,319	$ 79,252	$ 81,234	$ 83,264
Police Sergeant	PS26	Annual	58,928	60,401	61,911	63,459	65,045	66,672	68,338	70,047	71,798
Police Officer III (10+ Yrs)	PS20	Annual	50,814	52,084	53,386	54,721	56,089	57,491	58,929	60,402	61,912
Police Officer II (3-10 Yrs)	PS18	Annual	48,366	49,575	50,815	52,085	53,387	54,722	56,090	57,492	58,929
Police Officer I (1-3 Yrs)	PS17	Annual	47,186	48,366	49,575	50,814	52,085	53,387	54,721	56,089	57,492
Fire Admin Captain	PS32	Annual	68,339	70,047	71,799	73,594	75,433	77,319	79,252	81,234	83,264
Fire Shift Captain	PS26	Annual	68,339	70,047	71,799	73,594	75,433	77,319	79,252	81,234	83,264
Fire Lieutenant	PS25	Annual	57,492	58,929	60,403	61,913	63,460	65,047	66,673	68,340	70,048
Fire Rescue Specialist	PS17	Annual	47,186	48,366	49,575	50,814	52,085	53,387	54,721	56,089	57,492
Fire Rescue Specialist-Recruit	PS9	Annual	$ 38,728	$ 39,696	$ 40,689	$ 41,706	$ 42,748	$ 43,817	$ 44,913	$ 46,035	$ 47,186

GENERAL FUND PERSONNEL SUMMARY BY DEPARTMENT

Department	Adopted Budget FY 2011			Adopted Budget FY 2012			Adopted Budget FY 2013			Adopted Budget FY 2014			Adopted Budget FY 2015		
	FT	PT	Temp/ Seas	FT	PT	Temp / Seas	FT	PT	Temp / Seas	FT	PT	Temp / Seas	FT	PT	Temp/ Seas
City Manager	2.40	0.50	-	2.40	0.50	-	2.40	0.50	-	2.40	0.50	-	2.40	-	-
City Secretary	0.90	-	-	0.90	-	-	0.90	-	-	0.90	-	-	0.90	-	-
Human Resources	1.60	0.40	0.40	1.60	0.40	0.40	1.60	0.40	0.40	1.60	0.40	0.40	1.60	0.40	0.40
Finance	2.40	-	-	2.40	-	-	2.40	-	-	2.40	-	-	3.00	-	-
Municipal Court	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-
Library	4.00	0.50	-	4.00	0.50	-	4.00	0.50	-	3.00	1.50	-	3.00	1.50	-
Community Development	7.10	-	-	6.40	-	-	6.40	-	-	6.40	-	-	6.40	0.40	-
Public Works/Streets	10.17	-	-	9.67	-	-	9.67	-	-	9.67	-	-	10.00	-	-
Facilities Maintenance	2.40	0.80	-	2.40	0.80	-	2.40	0.80	-	2.40	0.80	-	2.40	0.80	-
Engineering	0.60	-	-	0.90	-	-	0.90	-	-	0.90	-	-	0.90	-	-
Fire/EMS	19.00	-	2.50	19.00	-	11.00	20.00	-	11.00	20.00	0.50	11.00	23.00	0.50	11.00
Police	41.00	0.50	1.50	41.00	0.50	1.50	40.00	1.00	1.50	40.00	1.00	1.50	45.00	1.00	1.50
Animal Control	2.00	0.50	-	2.00	0.50	-	2.00	0.50	-	3.00	-	-	3.00	-	-
Parks and Recreation	7.00	0.50	-	8.00	0.50	-	8.00	0.50	-	8.00	0.50	-	8.00	0.50	-
Senior Programs	1.00	-	1.50	1.00	-	1.50	1.00	-	1.50	1.00	-	1.50	1.00	-	1.00
Combined Services	-	-		-	-		-	-		-	-		-	-	
Total General Fund	103.57	3.70	5.90	103.67	3.70	14.40	103.67	4.20	14.40	103.67	5.20	14.40	112.60	5.10	13.90

UTILITY FUND PERSONNEL SUMMARY BY DEPARTMENT

Department	Adopted Budget FY 2011			Adopted Budget FY 2012			Adopted Budget FY 2013			Adopted Budget FY 2014			Adopted Budget FY 2015		
	FT	PT	Temp/ Seas	FT	PT	Temp / Seas	FT	PT	Temp / Seas	FT	PT	Temp / Seas	FT	PT	Temp/ Seas
Water Operations	9.15	0.15	0.05	8.05	0.15	0.05	8.05	0.15	0.05	8.05	0.15	0.05	8.45	0.20	0.05
Sewer Operations	6.65	0.15	0.05	7.55	0.15	0.05	7.55	0.15	0.05	7.55	0.15	0.05	7.95	0.20	0.05
Utility Admin	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-
Meter Reading	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-
Total Utility Fund	19.80	0.30	0.10	19.60	0.30	0.10	19.60	0.30	0.10	19.60	0.30	0.10	20.40	0.40	0.10
CITY TOTAL	123.37	4.00	6.00	123.27	4.00	14.50	123.27	4.50	14.50	123.27	5.50	14.50	133.00	5.50	14.00



CITY OF SACHSE PERSONNEL SUMMARY DETAIL FY 2015

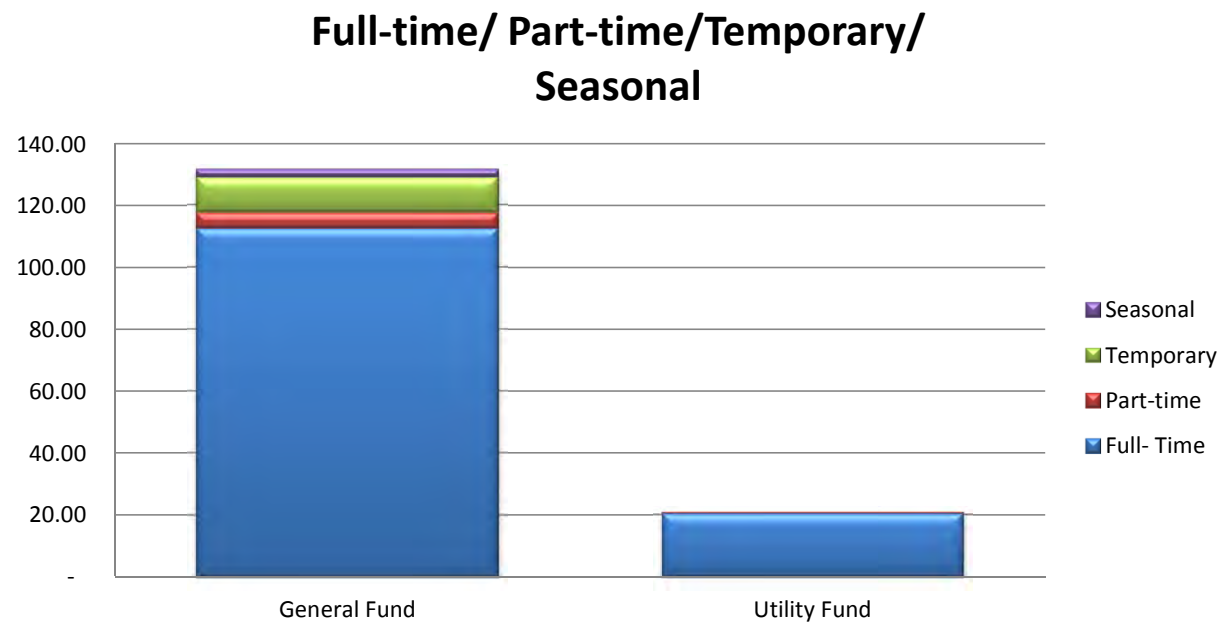
Position	General Fund			General Combined Services			Utility			TOTAL
	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	
City Manager										
Full-time										
City Manager	0.80	-	-	-	-	-	0.20	-	-	1.00
Executive Assistant	0.80	-	-	-	-	-	0.20	-	-	1.00
Administrative Assistant	0.80	-	-	-	-	-	0.20	-	-	1.00
City Secretary										
Full-time										
City Secretary	0.90	-	-	-	-	-	0.10	-	-	1.00
Human Resources										
Full-time										
Human Resources Manager	0.80	-	-	-	-	-	0.20	-	-	1.00
Human Resources Assistant	0.80	-	-	-	-	-	0.20	-	-	1.00
Part-time										
Human Resources Clerk	-	0.40	-	-	-	-	-	0.10	-	0.50
Temporary										
Clerk	-	-	0.40	-	-	-	-	-	0.10	0.50
Finance										
Full-time										
Director of Finance	0.60	-	-	-	-	-	0.40	-	-	1.00
Finance Manager	0.60	-	-	-	-	-	0.40	-	-	1.00
Accountant	0.60	-	-	-	-	-	0.40	-	-	1.00
Finance Specialist	0.60	-	-	-	-	-	0.40	-	-	1.00
System Administrator	0.60	-	-	-	-	-	0.40	-	-	1.00
Court Administrator	1.00	-	-	-	-	-	-	-	-	1.00
Deputy Court Clerk/Finance Assistant	1.00	-	-	-	-	-	-	-	-	1.00
Utility Billing Supervisor	-	-	-	-	-	-	1.00	-	-	1.00
Customer Service Representative	-	-	-	-	-	-	1.00	-	-	1.00
Meter Technician	-	-	-	-	-	-	2.00	-	-	2.00
Library										
Manager of Library Services	1.00	-	-	-	-	-	-	-	-	1.00
Librarian	1.00	-	-	-	-	-	-	-	-	1.00
Library Clerk	1.00	-	-	-	-	-	-	-	-	1.00
Part-time										
Library Clerk	-	1.50	-	-	-	-	-	-	-	1.50
Community Development										
Full-time										
Director of Comm. Development	0.80	-	-	-	-	-	0.20	-	-	1.00

CITY OF SACHSE PERSONNEL SUMMARY DETAIL FY 2015

Position	General Fund			General Combined Services			Utility			TOTAL
	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	
Community Development Tech	0.80	-	-	-	-	-	0.20	-	-	1.00
Building Official	0.80	-	-	-	-	-	0.20	-	-	1.00
Environmental Specialist	0.80	-	-	-	-	-	0.20	-	-	1.00
Comb. Building Inspector	2.40	-	-	-	-	-	0.60	-	-	3.00
Plans Examiner	0.80	-	-	-	-	-	0.20	-	-	1.00
Building Maint. Supervisor	0.80	-	-	-	-	-	0.20	-	-	1.00
Building Maint.Technician	0.80	-	-	-	-	-	0.20	-	-	1.00
Custodian Coordinator	0.80	-	-	-	-	-	0.20	-	-	1.00
Part-time										
Custodian	-	0.80	-	-	-	-	-	0.20	-	1.00
Erosion Control Inspector	-	0.40	-	-	-	-		0.10	-	0.50
Engineering										
Full-time										
Director of Engineering	0.30	-	-	-	-	-	0.70	-	-	1.00
Construction Inspector	0.30	-	-	-	-	-	0.70	-	-	1.00
Project Manager	0.30	-	-	-	-	-	0.70	-	-	1.00
Fire/EMS										
Full-time										
Fire Chief	1.00	-	-	-	-	-	-	-	-	1.00
Operations Captain	1.00	-	-	-	-	-	-	-	-	1.00
Secretary	1.00	-	-	-	-	-	-	-	-	1.00
Emergency Management Coordinator	-	-	-	-	-	-	-	-	-	-
Admin Captain	1.00	-	-	-	-	-	-	-	-	1.00
Code Enforcement Officer	1.00		-	-	-	-	-	-	-	1.00
Lieutenant	3.00	-	-	-	-	-	-	-	-	3.00
Fire Rescue Specialist	15.00	-	-	-	-	-	-	-	-	15.00
Part-time										
Code Enforcement Officer	-	0.50	-	-	-	-	-	-	-	0.50
Temporary										
Paramedic/EMT	-	-	11.00	-	-	-	-	-	-	11.00
Firefighter	-	-	-	-	-	-	-	-	-	-
Police/Animal Control										
Full-time										
Police Chief	1.00	-	-	-	-	-	-	-	-	1.00
Lieutenant	2.00	-	-	-	-	-	-	-	-	2.00
Sergeant	5.00	-	-	-	-	-	-	-	-	5.00
Detective	2.00	-	-	-	-	-	-	-	-	2.00
Warrant Officer	1.00	-	-	-	-	-	-	-	-	1.00
School Resource Officer	3.00	-	-	-	-	-	-	-	-	3.00
Patrol Officer	18.00	-	-	-	-	-	-	-	-	18.00
Communications Supvr.	1.00	-	-	-	-	-	-	-	-	1.00
Dispatcher	8.00	-	-	-	-	-	-	-	-	8.00
Records Supvr/Evidence Custodian	1.00	-	-	-	-	-	-	-	-	1.00
Records Clerk	3.00	-	-	-	-	-	-	-	-	3.00
Animal Control Supervisor	1.00	-	-	-	-	-	-	-	-	1.00
Animal Control Officer	1.00	-	-	-	-	-	-	-	-	1.00
Animal Control Attendant	1.00	-	-	-	-	-	-	-	-	1.00
Part-time										
Dispatcher	-	1.00	-	-	-	-	-	-	-	1.00
Seasonal										
School Crossing Guard	-	-	1.50	-	-	-	-	-	-	1.50

CITY OF SACHSE PERSONNEL SUMMARY DETAIL FY 2015

Position	General Fund			General Combined Services			Utility			TOTAL
	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	
Public Works										
Full-time										
Director of Public Works	0.50	-	-	-	-	-	0.50	-	-	1.00
Secretary	0.50	-	-	-	-	-	0.50	-	-	1.00
Public Works Superintendent	-	-	-	-	-	-	1.00	-	-	1.00
Streets Foreman	1.00	-	-	-	-	-	-	-	-	1.00
Utilities Foreman	-	-	-	-	-	-	1.00	-	-	1.00
Crew Leader	2.00	-	-	-	-	-	2.00	-	-	4.00
Streets Maintenance Technician	6.00	-	-	-	-	-	-	-	-	6.00
Utilities Maintenance Technician	-	-	-	-	-	-	4.00	-	-	4.00
Parks and Recreation										
Full-time										
Director of Parks and Recreation	1.00	-	-	-	-	-	-	-	-	1.00
Senior Citizen Program Manager	1.00	-	-	-	-	-	-	-	-	1.00
Recreation Supervisor	1.00	-	-	-	-	-	-	-	-	1.00
Parks Supervisor	1.00	-	-	-	-	-	-	-	-	1.00
Maintenance Technician	5.00	-	-	-	-	-	-	-	-	5.00
Part-time										
Recreation Aide	-	0.50	-	-	-	-	-	-	-	0.50
Seasonal										
Bus Driver	-	-	1.00	-	-	-	-	-	-	1.00
Total Employees	112.60	5.10	13.90	-	-	-	20.40	0.40	0.10	152.50



DIRECT CHARGE BACK TO THE WATER AND SEWER FUND
FOR GENERAL AND ADMINISTRATIVE COSTS
PAID BY THE GENERAL FUND
BUDGET YEAR 2014-2015

Calculation of General and Administrative Charge for General Fund	Cost 2014-2015 General Fund	%	Water Dept	%	Sewer Dept	W/S Total	GF Total	Totals	SEDC
Salary Cost Allocation									
City Manager's Office	289,936	0.10	28,994	0.10	28,994	57,987	231,949	289,936	8,698
City Secretary	114,735	0.05	5,737	0.05	5,737	11,474	103,262	114,735	1,147
Human Resouces	175,717	0.10	17,572	0.10	17,572	35,143	140,574	175,717	1,757
Non-Dept(Insurance moved to Util Fund)	14,572	0.10	1,457	0.05	729	2,186	12,386	14,572	146
Finance	419,336	0.25	104,834	0.15	62,900	167,734	251,602	419,336	20,565
Engineering	255,266	0.35	89,343	0.35	89,343	178,686	76,580	255,266	2,553
Community Development	615,793	0.10	61,579	0.10	61,579	123,159	492,634	615,793	6,158
Building Maintenance	181,016	0.10	18,102	0.10	18,102	36,203	144,813	181,016	1,810
Total Personnel Costs Shared	2,066,371		327,617		284,955	612,572	1,453,799	2,066,371	42,834
% distribution						29.64%	70.36%	100.00%	
Operational/Maintenance									
Legal/Professional	72,000	0.10	7,200	0.10	7,200	14,400	57,600	72,000	
HR Programs	115,686	0.10	11,569	0.10	11,569	23,137	92,549	115,686	1,157
Engineering Services	35,302	0.20	7,060	0.20	7,060	14,121	21,181	35,302	-
Finance	45,257	0.25	11,314	0.15	9,051	20,366	24,891	45,257	2,263
Community Development	62,176	0.10	9,326	0.10	9,326	18,653	43,523	62,176	-
Facility Maint	119,935	0.10	23,987	0.10	5,997	29,984	89,951	119,935	1,199
Computer Network Support	216,086	0.10	21,609	0.05	21,609	43,217	172,869	216,086	2,161
GL/Property Insurances	180,000	0.20	36,000	0.20	36,000	72,000	108,000	180,000	1,800
Total Operational Costs Shared	846,442		128,065		107,812	235,877	610,565	846,442	8,580
% Distribution						27.87%	72.13%	100.00%	
Total General and Administrative Charge:	**2,912,813**		**455,683**		**392,767**	**848,450**	**2,064,363**	**2,912,813**	51,414
% of total allocation	**100%**					**29.13%**	**70.87%**	**100.00%**	1.77%

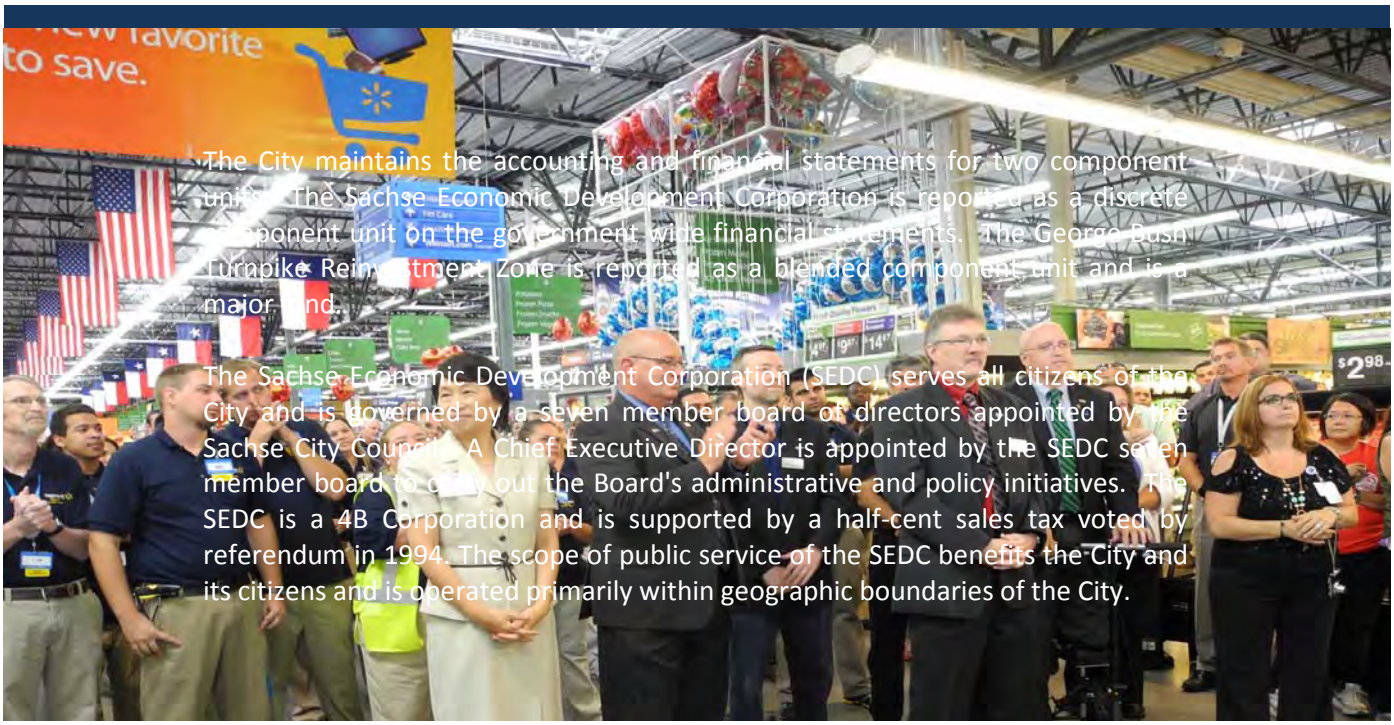
Did you know?

Full-time equivalent (FTE) employees equal the number of employees on full-time schedules plus the number of employees on part-time schedules converted to a full-time basis.

An FTE of 1.0 means that the person is equivalent to a full-time worker, while an FTE of 0.5 signals that the worker is only half-time.

City of Sachse personnel perform tasks for both the general fund and the business-type activities. To distribute salary cost accordingly, a Direct Chargeback from the Utility Fund is budgeted.

ECONOMIC DEVELOPMENT



The City maintains the accounting and financial statements for two component units. The Sachse Economic Development Corporation is reported as a discrete component unit on the government wide financial statements. The George Bush Turnpike Reinvestment Zone is reported as a blended component unit and is a major fund.

The Sachse Economic Development Corporation (SEDC) serves all citizens of the City and is governed by a seven member board of directors appointed by the Sachse City Council. A Chief Executive Director is appointed by the SEDC seven member board to carry out the Board's administrative and policy initiatives. The SEDC is a 4B Corporation and is supported by a half-cent sales tax voted by referendum in 1994. The scope of public service of the SEDC benefits the City and its citizens and is operated primarily within geographic boundaries of the City.

City of Sachse

2014-2015 Budget

September, 2014
Board of Directors

Spencer Hauenstein, President

Mark Caldwell, Vice President

Suzanne Politz

Kenneth Thomas

Jeff Bickerstaff

Eric Dumois

Marcia Harris-Daniel

Leslyn Blake, Executive Director

September 15, 2014

To the Mayor, City Council and City Manager:

The Sachse Economic Development Corporation is submitting the 2014-2015 proposed budget for your review, consideration and approval. The Sachse Economic Development Corporation has reviewed and unanimously approved the attached budget at the regular scheduled Board meeting on August 12, 2014.

The budget includes set-aside funds for projects to be funded in 2014-2015 that are of a discretionary purpose and ultimately require City Council approval before any funds are disbursed.
In this budget package you will find;

Submittal Letter
Resolution No. 081214
Mission Statement & Program Description
Budgetary Summary

The Sachse Economic Development Board of Directors will continue to fulfill the mission of the Economic Development Corporation which is*, to act on behalf of the City of Sachse in promoting and developing authorized projects, while supporting economic development activities to retain, expand and attract businesses for the purpose of diversifying the tax base and improving the quality of life of the citizens of Sachse.*

We respectfully submit the SEDC 2014 – 2015 budget for consideration.

SEDC Board of Directors

Spencer Hauenstein, President
Mark Caldwell, Vice President
Jeff Bickerstaff
Marcia Harris-Daniel
Eric Dumois
Suzanne Politz
Ken Thomas

RESOLUTION NO. 081214

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACHSE ECONOMIC DEVELOPMENT CORPORATION ("SEDC") APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the CEO of the Sachse Economic Development Corporation has prepared and submitted to the Sachse Economic Development Corporation Board of Directors a budget estimate of expenditures and revenues for the fiscal year beginning October 1 , 2014, and ending September 30, 2015; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SACHSE ECONOMIC DEVELOPMENT CORPORATION:

Section 1. That the above recitals are hereby found to be true and correct and incorporated herein for all purposes.

Section 2. That for the purpose of providing the funds necessary and proposed to be expended in the budget of the Sachse Economic Development Corporation for the fiscal year beginning October 1, 2014, and ending September 30, 2015, the budget heretofore prepared by the CEO and submitted to the Board of Directors of the Sachse Economic Development Corporation is hereby approved.

Section 3. That this Resolution shall take effect immediately from and after its passage, and it is, accordingly, so resolved.

DULY RESOLVED AND ADOPTED by the Board of Directors of the Sachse Economic Development Corporation, on this the 12th day of August, 2014.

SACHSE ECONOMIC DEVELOPMENT CORPORATION

Spencer Hauenstein, President

Lerlyn Blake, CEO

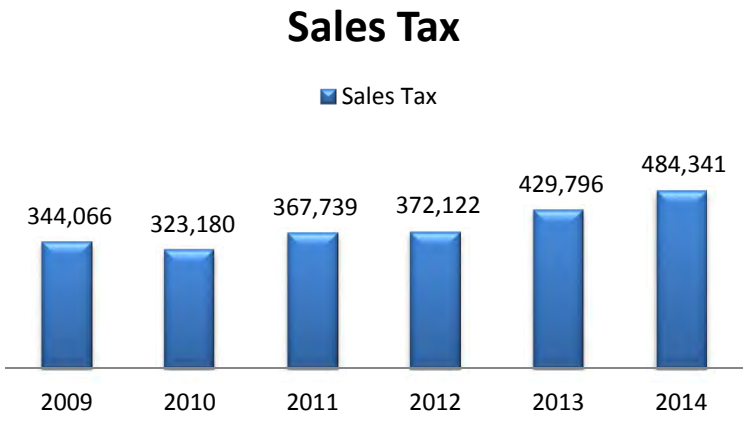
APPROVED AS TO FORM:

Peter G. Smith, City Attorney
(PGS:8-6-14:TM 67460)

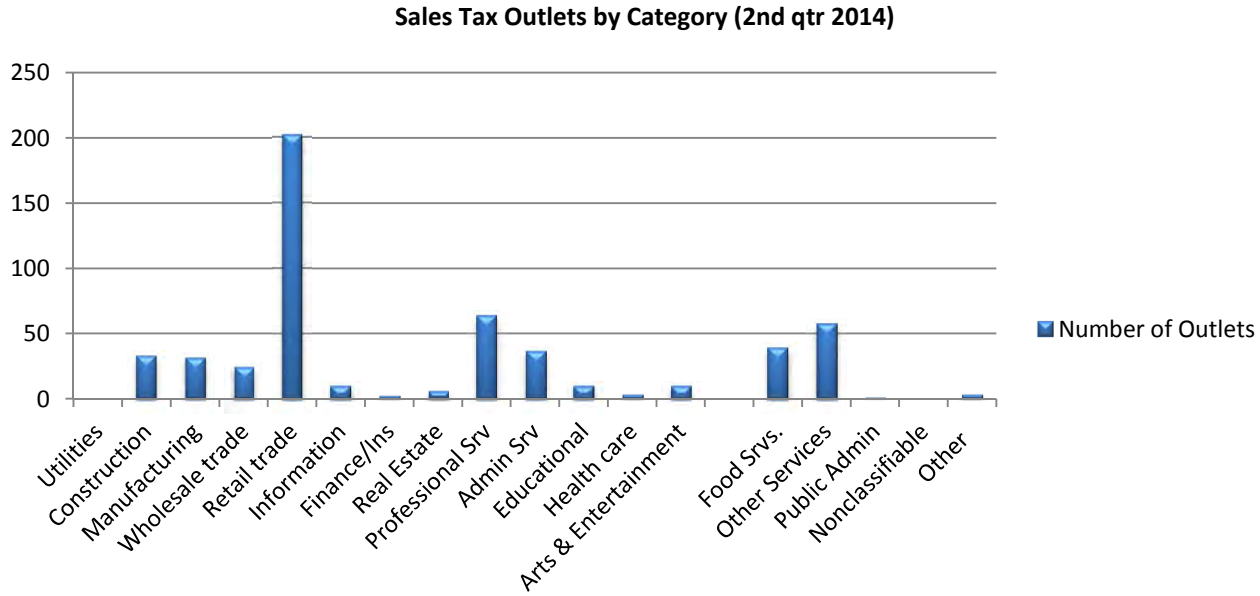
SACHSE ECONOMIC DEVELOPMENT CORPORATION

Sales Tax (98%)

State Sales and Use tax is imposed on all retail sales, leases and rental of most goods, as well as taxable services. The combined total of state and local taxes is 7.75%: City, 1.0%, SEDC 4B, .5%; State 6.25%.



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2014 Revenue Projection	2015 Revenue Projection
Formula: (A/B) **Where:** A = April Sales Tax Revenue B = Avg 5 yr % collected (April)	1. Administered by Texas Comptroller's Office	A. 252,446.97 B. 57%	$ 484,341	$ 583,222



DEPARTMENT: ECONOMIC DEVELOPMENT FUND	FUND: SEDC

MISSION STATEMENT & PROGRAM DESCRIPTION

The mission of the Sachse Economic Development Corporation is to act on behalf of the City of Sachse in promoting and developing authorized projects, while supporting economic development activities to retain, expand and attract business for the purpose of diversifying the tax base and improving the quality of life for the citizens of Sachse.

The 4B Sales tax provides cities with a wider range of uses for the tax revenues because it is intended to give communities an opportunity to undertake a project for quality of life improvements, including economic development that will attract and retain primary employers. Cities may use money raised by this sales tax for a wide variety of projects including land, buildings, equipment, facilities, expenditures and improvements related to projects defined by the board of directors to be required or suitable for use for: (1) professional and amateur sports (including children's sports) and athletic facilities; tourism and entertainment facilities; convention and public park purposes and events, (including stadiums, ballparks, auditoriums, amphitheaters, concert halls, parks and open space improvements, museums, exhibition facilities); (2) related store, restaurant, concession, parking and transportation facilities; (3)related street, water and sewer facilities; and (4) affordable housing.

To promote and develop new and expanded business enterprises that create or retain primary jobs, a city may provide: (1) public safety facilities; (2) recycling facilities; (3) streets and roads; (4) drainage and related improvements; (5) demolition of existing structures; (6) general municipally owned improvements; (7) maintenance and operating costs associated with projects; and (8) any other project that the board determines will contribute to the promotion or development of new or expanded business enterprises that create or retain primary jobs.

STRATEGIC OBJECTIVES	GOALS
Enhance community aesthetics and promote positive environmental image	Continue to promote and develop authorized projects that meet all codes and ordinance requirements for aesthetics and a positive City image. Continue brand development for the City of Sachse.
Ensure financial stability	Continue to utilize all funding options including incentives to promote new development and upgrade infrastructure.
Promote business incentives	Investigate incentive programs in other regions and offerings of direct competitors to develop industry specific incentives. Explore tax abatement and property tax options to create a pro-business/pro-development process. Marketing and promotion of incentives for business attraction. Assign a "Project Manager."
Plan, Expand, Upgrade, and Maintain infrastructure	Identify an anchor for the PGBT district. Develop infrastructure in the PGBT district to include utilities, sewer and roadway and "service" roads. Facilitate the redevelopment and enhancement of Highway 78 Corridor by marketing and promoting opportunities to current owners. Investigate "flex" redevelopment/expansion of Highway 78 Corridor with a view to securing a suitable anchor. Consider strategic redevelopment plan for Highway 78 Corridor. Promote and encourage commercial development around the proposed Walmart development.
Ensure effective communication exchange	Continue to promote the City of Sachse through networking, cooperative municipal efforts and use of media including the City website to answer development questions and provide contact information. Market identified business incentives through the available media offerings to include internet, social media and brochures. Develop ideal methods to gather feedback and specific data on possible complaints and ideas of improvements when promoting business incentives.

DEPARTMENT:	FUND:
ECONOMIC DEVELOPMENT FUND	**SEDC**

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2014

Strategic Objective: Enhance community aesthetics and promote positive environmental image

Action: Wal-Mart, Lizzie Bee's, Children's Lighthouse, Woodbridge Montessori School, Glenn Car Memory Care, Barndyard Daycare, Pirkey Vet, Metro Mortuary, Railroad Quiet Zone.

Strategic Objective: Ensure financial stability

Action: Funding for City entry sign, Sachse Historical Society, Fireworks Special Event, Laguna Madre Traders, PGBT Sewer projects.

Strategic Objective: Plan, expand, upgrade and maintain infrastructure

Action: Created Highway 78 Redevelopment Plan.
Action: Authored an Incentive Policy
Action: Promotion of Sachse Sports Station

Strategic Objective: Ensure effective communication exchange

Action: Continued regular montly Board meetings, attended city council meetings, management meetings and submitted
Action: Networking, Angie Chen Button, District State Representative.

Did you know?

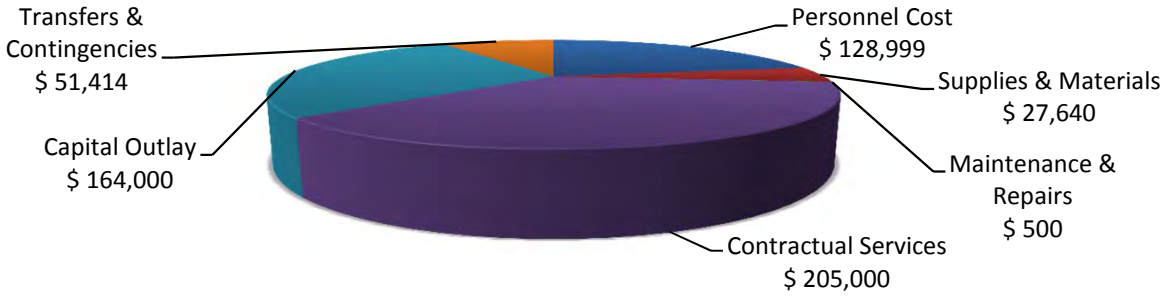
Branding is the City's "personality" - what the City stands for and what it is known for. A brand creates an image in the mind of the business and the consumer. It says something is special - more than business as usual. "If you've got a brand, you're selling a lifestyle and you can sell anything you want."

Steve Manning, managing director of Igor, a branding and naming firm based in San Francisco.

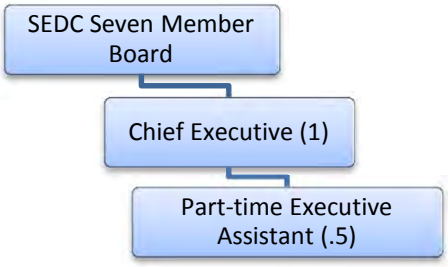
MAJOR BUDGETARY ISSUES

The increased cost of construction for expansions and upgrades of infrastructure are a major constraint that the SEDC will continue to analyze to achieve the best financing options for all economic development projects.

PERFORMANCE INDICATORS	2011-2012	2012-2013	2013-2014	Budget 2014-2015
Activities:				
New Business Contacts	8	65	75	80
Promotion Packages Sent	18	30	40	45
New Business Recruitment	8	12	15	18
Abatement Monitored	3	2	2	2
Conventions Attended	3	3	3	3
Board Meetings	14	13	13	13
Special Called Meetings	3	2	2	2
Out of Town Networking	6	2	2	3
Training	1	2	2	3



DEPARTMENT: ECONOMIC DEVELOPMENT FUND					FUND: SEDC
EXPENDITURES	**Actual 2011/12**	**Actual 2011/12**	**Budget 2013/14**	**Budget 2014/15**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 110,293	$ 113,633	$ 116,183	$ 128,999	10%
Supplies & Materials	7,179	9,034	26,246	27,640	5%
Maintenance & Repairs	118	474	500	500	0%
Contractual Services	70,954	40,890	146,000	214,000	32%
Capital Outlay	14,505	18,146	164,000	164,000	0%
Transfers & Contingencies	56,064	56,160	54,828	51,414	-7%
TOTAL	$ 259,114	$ 238,337	$ 507,757	$ 586,553	

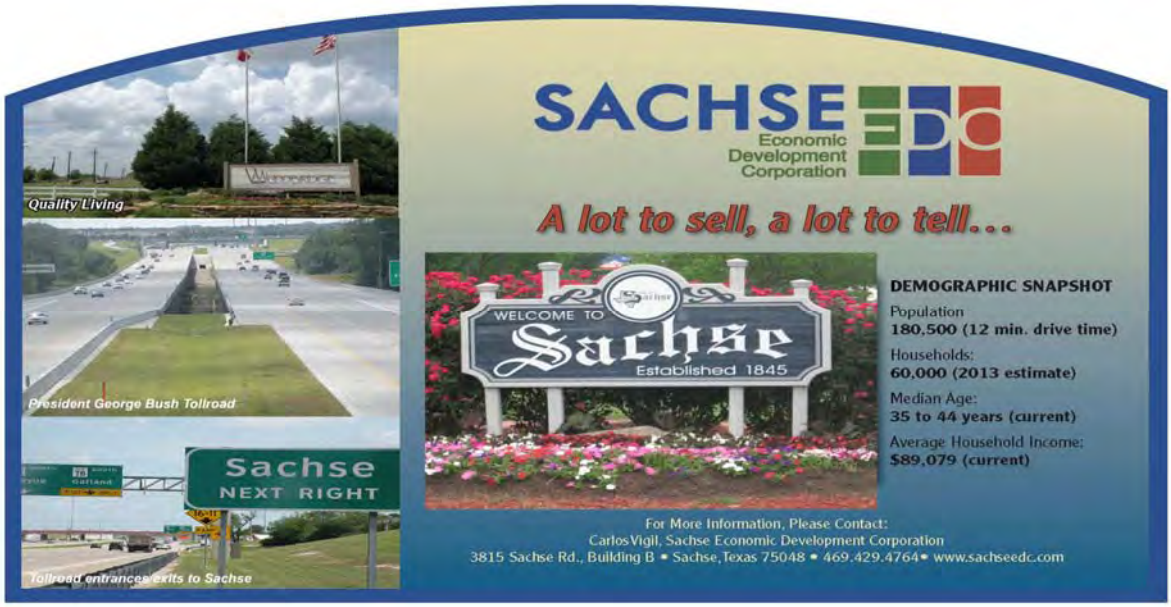


FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2013/14	Budget 2014/15
Full-Time	1	1	1	1	1
Continuous Part-Time	0	0	0	0	0.5
Temporary	0	0	0	0.5	0
TOTAL	1	1	1	1.5	1.5

AVAILABLE INCENTIVE OPTIONS

Tax Abatement
Skills Development Fund
Texas Enterprise Fund
Sign Grants
Infrastructure Improvements
Tax Increment Financing
Fee Waivers
380 Agreements
Expedited Permitting



SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2014-2015

SACHSE ECONOMIC DEVELOPMENT FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
BEGINNING FUND BALANCE	4,098,541	4,287,958	4,287,958	4,457,682
REVENUES				
Other Taxes	$420,766	$429,796	$484,341	$583,222
Interest, Rent & Leases	6,988	7,500	7,500	7,500
Grants & Donations	0	100	0	0
TOTAL REVENUES	$427,754	$437,396	$491,841	$590,722
EXPENDITURES				
Personnel Costs	$113,633	$116,183	$87,171	$128,999
Supplies & Materials	9,034	26,246	25,396	27,640
Maintenance & Repairs	474	500	49	500
Contractual Services	40,890	146,000	137,553	214,000
Capital Outlays	18,146	164,000	17,120	164,000
Transfers & Contingencies	56,160	54,828	54,828	51,414
TOTAL EXPENDITURES	$238,338	$507,757	$322,117	$586,553
TOTAL REVENUES OVER EXPENDITURES	$ 189,417	$ (70,361)	$ 169,724	$ 4,169
ENDING FUND BALANCE	$4,287,958	$4,217,597	$4,457,682	$4,461,851

REVENUE
FISCAL YEAR 2014-2015

SACHSE ECONOMIC DEVELOPMENT FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
OTHER TAXES				
Sales Taxes	420,766	429,796	484,341	583,222
TOTAL OTHER TAXES	$420,766	$429,796	$484,341	$583,222
INTEREST, RENT & LEASES				
Interest Income	6,988	7,500	7,500	7,500
TOTAL INTEREST, RENT & LEASES	$6,988	$7,500	$7,500	$7,500
GRANTS & DONATIONS				
Miscellaneous Grants & Donations	0	0	10,000	0
TOTAL GRANTS & DONATIONS	$0	$0	$10,000	$0
TOTAL REVENUES	$427,754	$437,296	$501,841	$590,722

EXPENDITURES
FISCAL YEAR 2014-2015

SACHSE ECONOMIC DEVELOPMENT FUND

	Actual FY 2012/13	Budget FY 2013/14	Projected FY 2013/14	Budget FY 2014/15
PERSONNEL COSTS				
Wages & Salaries	$ 91,715	$ 93,380	$ 67,888	$ 103,300
Overtime	46		-	
Longevity	124	172	-	
Social Security & Med & FICA	7,100	7,153	6,138	7,902
TMRS Contributions	9,829	10,177	9,386	10,638
Health Insurance	4,490	4,386	2,908	5,869
Dental Insurance		354	178	293
Life and LTD Insurance	-	-	20	233
Workers Compensation	314	316	293	350
Unemployment Tax	16	245	361	414
TOTAL PERSONNEL COSTS	$ 113,633	$ 116,183	$ 87,171	$ 128,999
SUPPLIES & MATERIALS				
Utilities - Communications	$ 1,289	$ 1,416	$ 1,218	$ 1,560
Office Supplies	502	2,000	3,052	2,000
Postage	32	2,000	-	1,000
Business Retention Efforts	-	2,500	2,428	3,500
Special Programming Supplies	-	5,000	4,833	4,000
Small Tools & Equipment	619	1,000	1,156	1,000
Fuel & Lubricants	-	-	82	-
Dues & Subscriptions	3,355	3,580	5,438	3,580
Employee Training	3,237	8,750	7,190	11,000
TOTAL SUPPLIES & MATERIALS	$ 9,034	$ 26,246	$ 25,396	$ 27,640
MAINTENANCE & REPAIRS				
Vehicle Repairs & Maintenance	$ 474	$ 500	$ 49	$ 500
TOTAL MAINTENANCE & REPAIRS	$ 474	$ 500	$ 49	$ 500
CONTRACTUAL SERVICES				
Professional Fees	$ 12,474	$ 77,000	$ 71,171	$ 87,000
Printer Services	682	2,500	3,298	3,500
Advertising & Legal Publications	27,735	66,500	62,784	114,500
Web Page Services	-	-	300	9,000
TOTAL CONTRACTUAL SERVICES	$ 40,890	$ 146,000	$ 137,553	$ 214,000
CAPITAL OUTLAY				
Local Business Grant Program	$ 18,146	$ 164,000	$ 17,120	$ 164,000
TOTAL CAPITAL OUTLAY	$ 18,146	$ 164,000	$ 17,120	$ 164,000
TRANSFERS & CONTINGENCIES				
Operating Transfers Out - General Fund	$ 56,160	$ 54,828	$ 54,828	$ 51,414
TOTAL TRANSFERS & CONTINGENCIES	$ 56,160	$ 54,828	$ 54,828	$ 51,414
TOTAL EXPENDITURES	$ 238,338	$ 507,757	$ 322,117	$ 586,553

SUPPLEMENTAL/GLOSSARY

City of Sachse

CITY OF SACHSE, TEXAS

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
Last Ten Fiscal Years
(Unaudited)

	Estimated Market Value				
Fiscal Year	Real Property	Personal Property	Less: Tax-Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate [a]
2005	972,981,183	25,867,428	47,340,710	951,507,901	0.55832
2006	1,056,846,756	25,655,260	55,782,708	1,026,719,308	0.55832
2007	1,159,232,775	27,492,978	54,164,913	1,132,560,840	0.55832
2008	1,230,433,837	30,098,392	56,599,871	1,203,932,358	0.55341
2009	1,247,325,789	31,837,705	65,308,411	1,213,855,083	0.61000
2010	1,269,254,588	28,781,053	104,232,665	1,193,802,976	0.70582
2011	1,296,895,777	29,326,411	92,056,890	1,234,165,298	0.70582
2012	1,305,838,280	29,242,328	96,519,435	1,238,561,173	0.77082
2013	1,320,191,067	30,495,096	101,886,747	1,248,799,416	0.77082
2014	1,373,728,433	31,359,625	104,461,382	1,300,626,676	0.77082
2015	1,494,745,899	37,218,335	107,372,189	1,424,592,045	0.77082

Source: City of Sachse Budget Document
Dallas & Collin Central Appraisal Districts

[a] per $100 of assessed value

CITY OF SACHSE, TEXAS

DIRECT AND OVERLAPPING PROPERTY TAX RATES (per $100 of assessed value)
Last Ten Fiscal Year
(Unaudited)

	City Direct Rates			Overlapping Rates									
Fiscal Year	Operating/General Rate	General Obligation Debt Service	Total Direct	Garland ISD	Dallas County Schools	Dallas County Hospital District	Dallas County Comm. College District	Dallas County	Total Dallas County Entities	Wylie ISD	Collin County	Collin Count Comm. College District	Total Collin County Entities
2006	0.481200	0.077160	0.558360	1.670100	0.005212	0.274000	0.094900	0.213900	2.816472	1.817000	0.250000	0.089422	2.714782
2007	0.481157	0.077162	0.558319	1.544900	0.005212	0.274000	0.094900	0.213900	2.691231	1.702500	0.245000	0.087683	2.593502
2008	0.497584	0.055824	0.553408	1.253300	0.005212	0.274000	0.094900	0.228100	2.408920	1.390000	0.245000	0.086984	2.275392
2009	0.513894	0.096106	0.610000	1.253300	0.005212	0.274000	0.094900	0.228100	2.465512	1.510000	0.242500	0.086493	2.448993
2010	0.513894	0.191925	0.705819	1.253300	0.005212	0.274000	0.094900	0.228100	2.561331	1.590000	0.242500	0.086300	2.624619
2011	0.533890	0.171930	0.705820	1.253300	0.010000	0.271000	0.099230	0.243100	2.582450	1.640000	0.240000	0.086300	2.672120
2012	0.598894	0.171925	0.770819	1.253300	0.010000	0.271000	0.099670	0.243100	2.647889	1.640000	0.240000	0.086300	2.737119
2013	0.568894	0.201925	0.770819	1.253300	0.009937	0.271000	0.119375	0.243100	2.667531	1.640000	0.240000	0.086299	2.737118
2014	0.542694	0.228125	0.770819	1.253300	0.010000	0.276000	0.124700	0.243100	2.677919	1.640000	0.237500	0.083643	2.731962
2015	0.559034	0.211785	0.770819	1.253000	0.010000	0.286000	0.124775	0.243100	2.687694	1.640000	0.235000	0.081960	2.727779

Source: Dallas & Collin Central Appraisal Districts and City records

CITY OF SACHSE, TEXAS

PRINCIPAL PROPERTY TAX PAYERS
Current Year and Ten Years Ago
(Unaudited)

2014			2005		
Taxpayer	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxpayer	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
LIPT Oak Grove LLC	$ 16,283,590	1.16%	Woodbridge Villas	$ 12,739,838	1.34%
Woodbridge Villas LLC	13,803,533	0.98%	Sachse Commons SC	8,822,240	0.93%
Walmart Real Estate Business Trust	6,794,112	0.48%	Woodbridge Properties Inc	7,104,039	0.75%
Oncor Electric Deliver CO	5,610,120	0.40%	Texas Utilities Elec Co	5,166,440	0.54%
Western Rim Investors	4,890,568	0.35%	GTE Southwest Inc.	2,736,610	0.29%
Woodbridge XVII LTD	4,571,631	0.33%	Kroger	2,615,140	0.27%
Kroger	3,896,440	0.28%	Bank of America	2,356,650	0.25%
D R Horton - Texas LTD	3,893,094	0.28%	TXU Electric Delivery Company	2,125,120	0.22%
Verizon	3,755,770	0.27%	Sachse Self Storage	1,791,550	0.19%
Bank of America	3,054,010	0.22%	Comcast	1,770,060	0.19%
Total	$ 66,552,868	4.74%	Total	$ 47,227,687	4.96%
Total Assessed Valuation	$ 1,405,111,801	100.00%	Total Assessed Valuation	$ 951,507,901	100.00%

Source: Tax Office
Note: Property is assessed as of January 1 and certified to the city by July 25 for taxable values

CITY OF SACHSE TEXAS

PROPERTY TAX LEVIES AND COLLECTIONS
Last Ten Fiscal Years
(Unaudited)

Fiscal Year Ended September 30	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2004	$ 4,272,432	$ 4,226,180	98.9%	$ 45,762	$ 4,271,942	100.0%
2005	4,884,876	4,793,144	98.1%	91,172	4,884,316	100.0%
2006	5,281,560	5,201,118	98.5%	79,319	5,280,437	100.0%
2007	5,723,724	5,649,957	98.7%	72,716	5,722,673	100.0%
2008	6,266,916	6,203,890	99.0%	57,582	6,261,472	99.9%
2009	7,227,992	7,217,309	99.9%	4,204	7,221,513	99.9%
2010	8,471,702	8,446,396	99.7%	18,538	8,464,934	99.9%
2011	8,603,645	8,510,978	98.9%	80,662	8,591,640	99.9%
2012	9,444,654	9,389,230	99.4%	41,669	9,430,899	99.9%
2013	9,599,026	9,443,766	98.4%	119,881	9,563,647	99.6%
2014	9,864,675	9,762,321	99.0%			0.0%
2015	*10,773,241*					

Source: Dallas and Collin County reports.

CITY OF SACHSE, TEXAS

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
As of September 30, 2014
(Unaudited)

Governmental Unit	Taxable Assessed Value	Gross Bonded Debt	Percentage of Debt Applicable to Area	Sachse Share of Overlapping Debt
Debt repaid with property taxes				
Wylie I.S.D	$ 3,599,018,555	$ 445,095,000	12.21%	$ 54,346,100
Garland I.S.D	13,889,150,942	348,577,447	5.43%	18,927,755
Collin County	79,691,360,866	352,044,436	0.53%	1,865,836
Dallas County	175,072,563,521	127,186,131	0.41%	521,463
Dallas County Hospital District	175,262,396,800	705,000,000	0.41%	2,890,500
Dallas County Schools	85,633,556,319	67,265,000	0.41%	275,787
Collin County Community College District	81,717,354,771	39,024,245	0.53%	206,828
Dallas County Community College District	182,822,509,060	356,370,000	0.41%	1,461,117
Subtotal, overlapping debt				80,495,386
City of Sachse Direct Debt (includes self-supporting)			100.00%	35,950,000
Total direct and overlapping debt				$ 116,445,386

Source: Taxing Entities and City
Percentage of debt applicable to area provided by Municipal Advisory Council of Texas.

CITY OF SACHSE, TEXAS

DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Calendar Years
(Unaudited)

Year	Estimated Population[a]	Personal Income	Per Capita Personal Income[b]	School Enrollment[c]		Unemployment Rate[d]	
				Garland ISD	Wylie ISD	Dallas County	Collin County
2005	16,150	412,309,500	25,530	55,738	8,948	5.7%	4.3%
2006	17,300	441,669,000	25,530	56,593	9,800	4.4%	3.2%
2007	17,650	450,604,500	25,530	57,030	10,713	5.1%	4.3%
2008	18,050	460,816,500	25,530	56,600	11,402	5.4%	4.6%
2009	18,750	478,687,500	25,530	57,000	11,402	8.7%	7.8%
2010	20,329	518,999,370	25,530	57,861	11,349	8.7%	7.3%
2011	20,329	518,999,370	25,530	57,833	12,548	8.4%	7.1%
2012	20,570	646,206,550	31,415	58,151	12,939	6.7%	5.7%
2013	20,780	652,803,700	31,415	58,059	13,305	6.9%	6.4%
2014	23,756	746,294,740	31,415	57,704	13,902	6.9%	6.4%

Sources: [a]Estimated population provided by the City of Sachse.
[b]Per Capita Income provided by North Central Texas Council of Governments.
[c]Garland & Wylie Independent School Districts.
[d]Texas Workforce Commission.

CITY OF SACHSE, TEXAS

PRINCIPAL EMPLOYERS
Current Year and Ten Years Ago
(Unaudited)

2014			2006*		
Employer	Employees	Percentage of Total City Employment	Employer	Employees	Percentage of Total City Employment
Garland ISD	452	4.10%	Garland ISD	140	2.80%
Wal-Mart Supercenter	305	2.77%	City of Sachse	101	2.02%
City of Sachse	160	1.45%	Wylie ISD	75	1.50%
Kroger	150	1.36%	Kroger	70	1.40%
Wylie ISD	128	1.16%	First Bank	20	0.40%
Whataburger	52	0.47%	Metro Store	20	0.40%
McDonalds	44	0.40%	Marshall Cabinets	15	0.30%
Oxford Glen Memory Care	25	0.23%	TPC Electric	15	0.30%
Sachse Veterinary	25	0.23%	Sachse Veterinary Clinic	12	0.24%
Walgreens	22	0.20%	La Plaza Del Pueblo	10	0.20%
Total	1,363	12.37%		478	9.56%
Total City Employment	11,016		Total City Employment	5000	

*Data for 2005 not available

Source: Top ten employers and employee count provided by Sachse Economic Development Corporation.

CITY OF SACHSE, TEXAS

OPERATING INDICATORS BY FUNCTION/PROGRAM
Last Ten Fiscal Years
(Unaudited)

	Fiscal Year									
Function/Program	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Public Safety										
Police										
Number of Employees	43	43	43	43	43	50	48	48	48	50
Number of Violations (Citations)	7,242	7,256	4,947	5,666	2,844	2,068	2,672	3,386	3,134	2,246
Fire										
Number of Employees [a]	13	17	22	24	24	45	48	48	48	49
Number of Volunteers	5	4	3	4	0	0	0	0	0	0
Number of Fire runs	313	283	410	491	741	333	340	197	456	272
Number of EMS runs	638	633	556	572	424	683	732	811	766	802
Public Works										
Streets (miles)	105	112	120	122	122	122	125	125	130	135
Building Permits Issued	176	282	186	176	135	138	89	135	135	246
Cultural and Recreational										
Parks and Recreation										
Park maintain & operate per acre	86	86	93	93	110	114	114	139	149	149
Participants in Parks Programs [b]	1,665	2,741	2,630	3,570	3,952	4,446	4,660	5,010	5,109	5,186
Participants in Senior Program	N/A	8,914	8,812	12,815	13,027	15,142	15,392	15,700	18,455	19,500
Library										
Volumes in Collection	34,757	36,722	38,481	35,879	31,757	36,484	38,161	38,761	40,169	43,935
Water and Sewer										
Number of Water Connections	5,999	6,275	6,504	6,651	6,804	6,949	7,121	7,285	7,239	7,370
Number of Sewer Connections	5,666	5,889	6,078	6,252	6,427	6,590	6,743	6,874	6,999	7,113
Average Daily Water Consumption [c]	2.467	2.889	2.032	2.545	2.484	2.560	3.146	2.464	2.509	2.776
Maximum Storage Capacity [c]	4.9	4.9	4.9	4.9	6.9	6.9	6.9	6.9	6.9	6.9

Source: City Departments
Notes: N/A - Data not available.
[a] Fire Department Administration and EMS Staff.
[b] Parks Programs organized in 2004.
[c] Millions of gallons.

CITY OF SACHSE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
Last Ten Fiscal Years
(Unaudited)

	Fiscal Year									
Function/Program	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Public Safety										
Police Stations	1	1	1	1	1	1	1	1	1	1
Police Patrol Units	17	17	17	17	17	17	22	25	25	25
Fire Stations	2	2	2	2	2	2	2	2	2	2
Police Motorcycle Units	2	2	2	2	2	2	2	2	2	2
Public Works										
Streets-Paved	105	112	120	122	122	122	125	125	130	135
Cultural and Recreational										
Parks (acres)	86	86	93	93	110	114	114	139	149	154
Playgrounds[a]	3	3	3	4	5	5	5	5	5	5
Library	1	1	1	1	1	1	1	1	1	1
Senior Center	1	1	1	1	1	1	1	1	1	1
Water and Sewer										
Fire Hydrants	598	671	688	721	753	753	770	786	865	933
Ground Storage Facilities	2	2	2	2	4	4	4	4	4	4
Elevated Storage Facilities	2	2	2	2	2	2	2	2	2	2
Lift Stations	3	3	3	3	4	4	4	4	4	4

Source: City Departments

Notes: [a] Does not include HOA playgrounds.

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
ANIMAL CONTROL	
Adoption fee for cats/kittens and dogs/puppies (Fee includes sterilization/combo vaccine/rabies vaccine and microchip)	$80.00
Adoption fee for cats/kittens and dogs/puppies already sterilized (Fee includes combo vaccine/rabies vaccine and microchip)	$25.00
Dangerous dog annual registration	$100.00
Pot-bellied Pig Permit (annual per animal)	$20.00
Pigeon permit (fancy or racing loft) (annual)	$5.00
Dog and Cat Permit & tags	
Application Fee w/o spayed or neutered proof	$7.00
Application Fee w spayed or neutered proof	$2.00
Replacement tag (w original registration proof)	$1.00
BUILDING & BUILDING REGULATIONS	
Care of public trees in street or right of way	Hourly fee based on current hourly wage of City Maint. Workers
BUILDING PERMIT FEE SCHEDULE	
Total Valuation	
$1.00 to $500	$25.00
$501 to $2,000	$25.00 for the first $500 + $3.05 for each additional $100
$2001 to $25,000	$69.25 for the first $2,000 + $14 or each additional $1,000
$25,001 to $50,000	$391.25 for the first $25,000 + $10 for each additional $1,000
$50,001 to $100,000	$643.75 for the first $50,000 + $7 for each additional $1,000
$100,001 to $500,000	$993.75 for the first $100,000 + $5.60 for each additional $1,000
$501,000 to $1,000,000	$3,233.75 for the first $500,000 + $4.75 for each additional $1,000
$1,000,001 and up	$5,608.75 for the first $1,000,000 + $3.65 for each additional $1,000
RESIDENTIAL HOMES	
Residential Plan Review fee (New single-family homes)	30% of total building permit fee (based on Building Permit Fee Schedule)
New home construction	$70.00 per square foot (including garages, porches, and/or patios)
Residential Remodel/Addition	$70.00 per square foot (including garages, porches, and/or patios)
COMMERCIAL PLANS	
Commercial Plan Review Fee (New Construction & Remodel)	30% of total building permit fee (based on Building Permit Fee Schedule)
LICENSES AND CONTRACTOR REGISTRATION	
Plumber - Master Registration	$100.00
Electrician - Master Registration	$100.00
Electrician - Journeyman Registration	$50.00
Electrician - Residential Specialist	$25.00
Mechanical - License Holder Registration	$50.00
Backflow Specialist - Testers Registration	$50.00
Irrigation License Holder Registration	$50.00

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
SWIMMING POOLS	
Storable Swimming Pool	$25.00
Above Ground Swimming Pool	$100.00
In-Ground Swimming Pool	$250.00
Spa / Hot Tub	$100.00
PLUMBING PERMITS	
For issuing each permit	$20.00
For issuing each supplemental permit	$10.00
Unit Fee Schedule (in addition to initial and supplemental permit fee)	
1. For each fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection device therefore:)	$7.00
2. For each building sewer and each trailer park sewer	$15.00
3. Rainwater systems-per drain (inside building)	$7.00
4. For each cesspool	$25.00
5. For each private sewage disposal system	$40.00
6. For each water heater and/or vent	$15.00
7. For each gas piping system of one to five outlets	$5.00
8. For each additional gas piping system outlet, per outlet	$1.00
9. For each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen type grease interceptors functioning as fixture traps	$7.00
10. For each installation, alteration or repair of water piping and/or water treating equipment	$7.00
11. For each repair or alteration of drainage or vent piping, each fixture	$7.00
12. For each lawn sprinkler system on any one meter including backflow protection devices	$7.00
13. For atmospheric-type vacuum breakers not included in item 12	
1 to 5	$5.00
over 5 (each)	$1.00
14. For each backflow protective device other than atmospheric type vacuum breakers:	
2-inch diameter and smaller	$7.00
Over 2-inch diameter	$15.00
MECHANICAL PERMIT FEE SCHEDULE	
Initial Fee For the issuance of each permit	$30.00

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
New (Fee for inspecting heating, ventilating, ductwork, air-conditioning, exhaust, venting, combustion air, pressure, vessel, solar, fuel oil and refrigeration systems and appliance installation)	$15.00 for the first $1,000.00 valuation plus $5.00 for each additional $1,000.00 or fraction thereof
Repair (Fee for inspecting repairs, alterations and additions to an existing system)	$10.00 for the first $1,000.00 valuation plus $3.00 for each additional $1,000.00 or fraction thereof
Fee for inspecting boilers (based upon BTU input)	
33,000 BTU (1 BHp) to 165,000 BTU (5 BHp)	$15.00
165,001 BTU (5 BHp to 330,000 BTU (10 BHp)	$25.00
330,001 BTU (10 BHp) to 1,165,000 BTU (52 BHp)	$45.00
1,165,001 BTU (52 BHp) to 3,300,000 BTU (98 BHp)	$75.00
Over 3,300,000 BTU (98 BHp)	$100.00
Fee for inspecting fuel-gas piping shall be as follows:	
For each gas-piping system of 1 to 4 outlets	$8.00
For each gas-piping system, additional outlets over 5 (each)	$2.00
SIGN PERMITS	
Permanent (per sign)	$75.00
Temporary (per sign)	$25.00
Repair (per sign)	$25.00
Sign Variance	$150.00
CERTIFICATE OF OCCUPANCY	$50.00
OTHER PERMITS & FEES	
Lawn Irrigation Permit	$50.00
Antenna Permit - Private	$35.00
Electrical Permit - Residential	$40.00
Electrical Permit - Non-Residential	$50.00
Plumbing Permit - Residential	$40.00
Plumbing Permit - Non-Residential	$50.00
Demolition of Residential Structure Permit	$75.00
Demolition of Commercial Structure Permit	$75.00
Fence Permit - Residential	$35.00
Fence Permit - Non-Residential	$70.00
Screen Wall	$50.00
Flatwork (patios, driveways, pads, sidewalks)	Based on Valuation of Construction Materials Only - See Building Permit Fee Schedule
Accessory Building in excess of 120 square feet	Based on Valuation of Construction Materials Only - See Building Permit Fee Schedule
Stock Tank	$50.00
All Other Permits for work that increases value of the property (examples include but are not limited to foundation repair, flag poles, residential roofing)	$25.00

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
Inspections outside of normal business hours	$50.00 per hour
Re-inspection Fees	$50.00 per inspection
Additional plan review required by changes, additions or revisions to plans	$50.00 per hour
For use of outside consultants for plan checking and inspections or both (actual costs include administrative and overhead costs)	Actual costs
TaxiCab and Limosine Permit per vehicle per year	$200.00
Massage Establishment (permit per year)	$400.00
Solitation Registration Fee (not to exceed 90 days)	$30.00 plus $10.00 per additional person
Sexually-oriented business license (initial and renewal)	$500.00
HEALTH AND SANITATION	
Health Permit	$150.00
Temporary Food Sales	$50.00
Alcohol Permit	The fee shall equal one-half of the state fee for each permit.
Liquid Waste Transport Permit	$25.00 each vehicle
FIRE DEPARTMENT	
INSTALLATION/REPLACEMENT/RE-MODEL OF FIRE PROTECTION SYSTEMS	
Plan Review Fee	$100
Fire Sprinkler Installation Permit (Per building)	
1 to 100 sprinklers	$275
101 to 200 sprinklers	$325
201 to 300 sprinklers	$350
301 to 400 sprinklers	$375
401 to 500 sprinklers	$425
Over 500 sprinklers	$500.00 + $0.33 each sprinkler over 500
Fire Alarm Installation Permit (Per building)	
Less than 10 devices	$50.00
11 to 25 devices	$75.00
25 to 100 devices	$150.00
100 to 200 devices	$200.00
More than 200 devices	$400.00
Fire Alarm Panel Replacement Only	$100.00
Hydro & Flush (Per System)	$50.00
Fire Pump (Per System)	$50.00
Hydrant Flow Test (2 Hydrants)	$50.00
Work started without a permit	$100.00 + Required Fee
Fire Dept. Permit Replacement	$10.00

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
Replacement Job Site plan re-stamp	$15.00
Vent/Hood/Booth Extinguishing System (Per System)	$50.00
2nd and subsequent re-inspections Fee	$50.00 per re-inspection
FIRE DEPARTMENT INSPECTION/OCCUPANCY PERMIT	
Carnivals and Fairs	$50.00
Exhibits and Trade Shows	$50.00
Temporary Structures, Tents or Canopies (Used for permits not included in a Community Development permit fee)	$50.00
In-Home Day Care Certificate of Occupancy	$50.00
Multi-Family Certificate of Occupancy	$25.00
Foster Care/Adoption Home Inspection	$25.00
Dangerous Building Abatement Admin Fee	$250.00
After Hour Inspection Fee	$50/hr min 2hr/$100.00
FIRE DEPARTMENT PERMIT	
Outdoor/Open Burning	$150.00
Pyrotechnic Special Effects	$100.00
Hazardous Material Response Reimbursement	$400.00/hr for each engine and $200.00/hr for each ambulance plus supplies
Fire Watch/Stand-by	$50.00 per/hr for each Fire employee
AMBULANCE SERVICE	
ALS (Resident) *Residents. Waive co-pay and deductible	$650.00
ALS (Non-Resident)	$650.00
ALS2 (Resident) *Residents. Waive co-pay and deductible	$750.00
ALS2 (Non-Resident)	$750.00
SCT	N/A
BLS (Resident) *Residents. Waive co-pay and deductible	$550.00
BLS (Non-Resident)	$550.00
Mileage	$12.00
Oxygen	$110.00
BLS supplies	$250.00
ALS supplies	$350.00
Extrication	$500.00
Technology fee	$10.00
No transport	$150.00
Extra attendant	$75.00

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
ZONING	
Standard Zoning	$325.00 per request, plus $15.00 per acre
Special Use Permit	$650.00
Planned Development Zoning Request	$750.00 per request, plus $15.00 per acre
Planned Development Text Amendment to Ordinance	$400.00
Temporary Special Use Permit	$25.00
Zoning Verification Letter	$150.00
SUBDIVISION / PLAT APPLICATIONS	
Preliminary Plat	$350.00 per plat, plus $15.00 per acre
Final Plat, Replat, Conveyance Plat	$450.00 per plat, plus $15.00 per acre
Minor Plat, Amending Plat, Vacating Plat	$350.00 per plat, plus $15.00 per acre
BOARD OF ADJUSTMENT	
Variance Request	$200.00
Board of Appeals Request	$100.00
ENGINEERING	
Engineering Inspection Fees	4.5% of cost of public improvements
Floodplain Permit	$100.00
Grading Permit	$100.00
Construction Plan Review	$300.00
TEMPORARY RETAIL AND SEASONAL SALES	
Temporary Seasonal Sales (Church, school, civic and city sponsored events are exempt from this permit fee.)	$200.00
Temporary Food Sales Permit (Must be obtained from the Dallas County Health Department and applies to all applicants that are providing food products.)	See Health & Sanitation Section
Temporary Retail Sales (Five (5) consecutive days, at six (6) month intervals by the same merchant holding Certificate of Occupancy.)	$50.00
Electrical Fee, if applicable	$15.00
LIBRARY	
The fees for failure to return library materials within the time allowed:	
Book (per day)	$0.10
DVD (per day)	$1.00
CD (per day)	$0.10
E-book readers (per day)	$5.00
Copies (Copier)	$0.10
Copies (Computer printer)	$0.25

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
MUNICIPAL COURT	
Buidling Security Fund (State Statute)	$3.00
Technology Fund (State Statute)	$4.00
Granting Defensive Drive Course	Not to exceed $10.00
Dismissal fee for certain traffic cases	$10 or $20 depending on offense type
Warrant Fee	$50.00
PARKS & RECREATION	
BALL FIELD RESERVATIONS AND DEPOSITS	
Families, churches, businesses, organizations or individuals requesting to reserve ball field(s) shall be charged as follows (based on daily rates)	
Reservation fee	$ 25.00/field up to 4 hours (Additional $10.00 per field for each hour over 4 hours)
Light key deposit	$25.00
Clean-up deposit (For tournaments and/or concession stand use)	$50.00
COVERED PICNIC FACILITIES AND CITY COMPLEX AMPHITHEATER FEES (BASED ON DAILY RATES)	
Reservation fee	$ 25.00/rental up to 4 hours (Additional $10.00 per hour for each hour over 4)
Light key deposit	$0.00
Reservation fee for restrooms during Amphitheater rental	$ 25.00/hour
FACILITY FEES	
Library Meeting Room & Old City Hall Meeting Room	
Deposit (without food served)	$25.00
Deposit (with food served)	$50.00
Room rental (Non-profits)	None
Room rental (groups other than non-profits)	$25.00
Senior Activity Center Multi-Purpose Room A	
Deposit	$100.00
Room Rental	$25.00/hour
SENIOR CENTER	
Senior Center (Resident)	$ 6.00 per year
Senior Center (Non-Resident)	$12.00 per year
Daily Pick-Up/Drop-Off for Seniors (Residents only and for locations only within the City)	$0.50/one way or $1.00 roundtrip

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
SOLID WASTE	
Residential	
Trash Collection	$7.37
Recycle Collection	$2.45
Bulk Collection	$2.87
Residential Franchise Fees	$0.50
Additional Polycart	$6.39
Administrative Fee	$0.26
Polycart replacement Fee	$75.00
Individual Bulk collection (Billed direct to customer)	$95.00
Commercial Container Service	
Monthly per unit charge	$24.82
Additional Polycart	$10.66
PARK LAND DEDICATION	
Park Land dedication by developers	$1,100 per residential lot; $600 per multi-family dwelling unit
IMPACT FEE (State requires update every 5 years)	
ROADWAY IMPACT FEE **Land Use Category**	
Port and Terminal	
Truck Terminal (acre)	$15,880.78
Industrial	
General Light Industrial (1,000 SF GFA)	$2,356.57
General Heavy Industrial (1,000 SF GFA)	$458.80
Industrial Park (1,000 SF GFA)	$2,085.46
Warehousing (1,000 SF GFA)	$771.62
Mini-Warehouse (1,000 SF GFA)	$625.64
Residential	
Single-Family Detached Housing (Dwelling Unit)	$2,450.42
Apartment / MultiFamily (Dwelling Unit)	$1,501.53
Residential Condominium/ Townhome (Dwelling Unit)	$1,261.70
Mobile Home Park / Manufactured Housing (Dwelling Unit)	$1,428.54
Senior Adult Housing-Detached (Dwelling Unit)	$656.92
Senior Adult Housing-Attached (Dwelling Unit)	$385.81
Assisted Living (Beds)	$531.79
Lodging	
Hotel (Room)	$761.55
Motel / Other Lodging Facilities (Room)	$761.51
Recreational	

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
Golf Driving Range (Tee)	$3,034.34
Golf Course (acre)	$729.91
Recreational Community Center (1,000 SF GFA)	$2,063.42
Ice Skating Rink (Seats)	$291.96
Miniature Golf Course (Hole)	$802.90
Multiplex Movie Theater (Screens)	$16,076.19
Racquet / Tennis Club (Court)	$8,122.87
Institutional	
Church (1,000 SF GFA)	$0
Day Care Center (1,000 SF GFA)	$2,537.90
Primary / Middle School (1-8) (Students)	$385.81
High School (Students)	$312.82
Junior / Community College (Students)	$291.96
University / College (Students)	$510.94
Medical	
Clinic (1,000 SF GFA)	$6,277.74
Hospital (Beds)	$2,200.15
Nursing Home (Beds)	$531.79
Animal Hospital / Veterinary Clinic (1,000 SF GFA)	$4,577.59
Office	
Corporate Headquarters Building (1,000 SF GFA)	$2,549.48
General Office Building (1,000 SF GFA)	$2,705.89
Medical-Dental Office Building (1,000 SF GFA)	$6,287.66
Single Tenant Office Building (1,000 SF GFA)	$3,143.83
Office Park (1,000 SF GFA)	$2,690.24
Commercial – Automobile Related	
Automobile Care Center (1,000 SF Occ. GFA)	$4,921.69
Automobile Parts Sales (1,000 SF GFA)	$8,258.42
Gasoline / Service Station (Vehicle Fueling Position)	$19,373.92
Gasoline / Service Station w Conv Market (Vehicle Fueling Position	$14,274.97
Gasoline / Service Station w/ Conv Market and Car Wash (Vehicle Fueling Position)	$14,869.33
New Car Sales (1,000 SF GFA)	$5,025.96
Quick Lubrication Vehicle Shop (Servicing Bays)	$6,287.66
Self-Service Car Wash (Stall)	$6,715.18
Tire Store (1,000 SF GFA)	$7,246.97
Commercial – Dining	
Fast Food Restaurant with Drive-Thru Window (1,000 SF GFA)	$12,057.22
Fast Food Restaurant without Drive-Thru Window (1,000 SF GFA)	$4,441.03
High Turnover (SitDown) Restaurant (1,000 SF GFA)	$1,903.33

	Effective 10/01/2014
Quality Restaurant (1,000 SF GFA)	$1,268.79
Coffee / Donut Shop with Drive-Thru Window (1,000 SF GFA)	$10,788.44
Commercial – Other Retail	
Free-Standing Retail Store (1,000 SF GFA)	$4,363.83
Nursery (Garden Center) (1,000 SF GFA)	$3,686.05
Home Improvement Superstore (1,000 SF GFA)	$1,496.32
Pharmacy / Drugstore without Drive-Thru Window (1,000 SF GFA)	$4,796.56
Pharmacy / Drugstore with Drive-Thru Window (1,000 SF GFA)	$6,397.15
Shopping Center (1,000 SF GFA)	$2,982.21
Supermarket (1.000 SF GFA)	$8,143.72
Toy / Children's Superstore (1,000 SF GFA)	$4,233.49
Department Store (1,000 SF GFA)	$1,511.96
Video Rental Store (1,000 SF GFA)	$16,485.56
Services	
Walk-In Bank (1,000 SF GFA)	$17,642.99
Drive-In Bank (Drive-In Lanes)	$33,179.67
Hair Salon (1,000 SF GFA)	$2,815.37
WATER IMPACT FEE	
Simple 5/8" X 3/4"	$2,521.69
Simple–Residential 3/4"	$2,521.69
Simple-Commercial 3/4"	$3,782.54
Simple 1"	$6,304.24
Simple 1 1/2"	$12,608.48
Simple 2"	$20,173.57
Compound 2"	$20,173.57
Turbine 2"	$25,216.95
Compound 3"	$40,347.13
Turbine 3"	$60,520.70
Compound 4"	$63,042.39
Turbine 4"	$105,911.22
Compound 6"	$126,084.78
Turbine 6"	$231,996.00
Compound 8"	$201,735.65
Turbine 8"	$403,471.30
Compound 10"	$289,995.00
Turbine 10"	$630,423.91
Turbine 12"	$832,159.56
WASTEWATER IMPACT FEE (Meter Equivalent)	
Simple 5/8" X 3/4"	$1,857.68
Simple–Residential 3/4"	$1,857.68
Simple-Commercial 3/4"	$2,786.53

MASTER FEE SCHEDULE
FY 2015

	Effective 10/01/2014
Simple 1"	$4,644.21
Simple 1 1/2"	$9,288.42
Simple 2"	$14,861.47
Compound 2"	$14,861.47
Turbine 2"	$18,576.83
Compound 3"	$29,722.94
Turbine 3"	$44,584.40
Compound 4"	$46,442.09
Turbine 4"	$78,022.71
Compound 6"	$92,884.17
Turbine 6"	$170,906.88
Compound 8"	$148,614.68
Turbine 8"	$297,229.36
Compound 10"	$213,633.60
Turbine 10"	$464,420.87
Turbine 12"	$613,035.55

UTILITY MULTI YEAR
MASTER FEE SCHEDULE

WATER	Effective 10/01/2014	Effective 10/01/2015	Effective 10/01/2016	Effective 10/01/2017	Effective 10/01/2018
Water Meter Base Rate by meter size (Residential)					
5/8" - 3/4"	$10.70	$12.31	$14.15	$15.57	$16.50
1"	$10.70	$12.31	$14.15	$15.57	$16.50
1.5"	$10.70	$12.31	$14.15	$15.57	$16.50
2"	$10.70	$12.31	$14.15	$15.57	$16.50
Water Meter Base Rate by meter size (Non-Residential)					
5/8" - 3/4"	$10.70	$12.31	$14.15	$15.57	$16.50
1"	$16.93	$19.46	$22.38	$24.62	$26.10
1.5"	$27.34	$31.44	$36.15	$39.77	$42.16
2"	$39.81	$45.78	$52.65	$57.92	$61.39
3"	$85.60	$85.60	$85.60	$85.60	$85.60
4"	$114.10	$114.10	$114.10	$114.10	$114.10
6" and above	$285.30	$285.30	$285.30	$285.30	$285.30
Water Meter Base Rate by meter size (Irrigation)					
5/8" - 3/4"	$10.70	$12.31	$14.15	$15.57	$16.50
1"	$16.93	$19.46	$22.38	$24.62	$26.10
1.5"	$27.34	$31.44	$36.15	$39.77	$42.16
2"	$39.81	$45.78	$52.65	$57.92	$61.39
3"	$85.60	$85.60	$85.60	$85.60	$85.60
4"	$114.10	$114.10	$114.10	$114.10	$114.10
6" and above	$285.30	$285.30	$285.30	$285.30	$285.30
Tier Rate Detail by water usage per 000's gallons					
0-10,000	$3.70	$4.26	$4.89	$5.38	$5.71
10,0001-15,000	$4.61	$5.30	$6.10	$6.71	$7.11
15,001-20,000	$5.55	$6.38	$7.34	$8.07	$8.56
20,001-30,000	$6.48	$7.45	$8.56	$9.42	$9.98
Over 30,000 gallons	$7.40	$8.51	$9.79	$10.77	$11.41
Water Meter Deposits					
5/8" - 3/4"	$100.00	$100.00	$100.00	$100.00	$100.00
1"	$150.00	$150.00	$150.00	$150.00	$150.00
1.5"	$175.00	$175.00	$175.00	$175.00	$175.00
2"	$200.00	$200.00	$200.00	$200.00	$200.00
3"	$300.00	$300.00	$300.00	$300.00	$300.00
	Effective 10/01/2014	**Effective 10/01/2015**	**Effective 10/01/2016**	**Effective 10/01/2017**	**Effective 10/01/2018**
Water Meter Deposits					
4"	$400.00	$400.00	$400.00	$400.00	$400.00
6" and above	$600.00	$600.00	$600.00	$600.00	$600.00
Multi-family Unit	$100.00	$100.00	$100.00	$100.00	$100.00
Real Estate properties(per 5 units)	$150.00	$150.00	$150.00	$150.00	$150.00
Late Charge	10%. Not to exceed $50 per statement	10%. Not to exceed $50 per statement	10%. Not to exceed $50 per statement	10%. Not to exceed $50 per statement	10%. Not to exceed $50 per statement
Disconnect/Reconnect Service Fee	$35.00	$35.00	$35.00	$35.00	$35.00
Disconnect/Reconnect Fee (after 4 p.m.)	$75.00	$75.00	$75.00	$75.00	$75.00
Returned Check Fee	$35.00	$35.00	$35.00	$35.00	$35.00
Transfer Fee	$10.00	$10.00	$10.00	$10.00	$10.00
Tampering Fee	$250.00 minimum plus the actual costs of any damage to City property.	$250.00 minimum plus the actual costs of any damage to City property.	$250.00 minimum plus the actual costs of any damage to City property.	$250.00 minimum plus the actual costs of any damage to City property.	$250.00 minimum plus the actual costs of any damage to City property.
Meter Testing	Reimburse the City actual costs of meter testing plus shipping and handling.	Reimburse the City actual costs of meter testing plus shipping and handling.	Reimburse the City actual costs of meter testing plus shipping and handling.	Reimburse the City actual costs of meter testing plus shipping and handling.	Reimburse the City actual costs of meter testing plus shipping and handling.
Meter Box	$75.00	$75.00	$75.00	$75.00	$75.00
Meter Lid	$25.00	$25.00	$25.00	$25.00	$25.00
Trip Charge	$35.00	$35.00	$35.00	$35.00	$35.00
Obstruction Charge	$10.00	$10.00	$10.00	$10.00	$10.00

Water Meter Installation Fee					
5/8" - 3/4"	$225.00	$225.00	$225.00	$225.00	$225.00
1"	$300.00	$300.00	$300.00	$300.00	$300.00
1.5"	$520.00	$520.00	$520.00	$520.00	$520.00
2"	$675.00	$675.00	$675.00	$675.00	$675.00
3" and above	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost
Installation Cost when tap is not present (single family and/or multi-family)					
Water Meter Installation Fee					
5/8" - 3/4"	$225.00	$225.00	$225.00	$225.00	$225.00
1"	$300.00	$300.00	$300.00	$300.00	$300.00
1.5"	$520.00	$520.00	$520.00	$520.00	$520.00
	Effective 10/01/2014	**Effective 10/01/2015**	**Effective 10/01/2016**	**Effective 10/01/2017**	**Effective 10/01/2018**
Water Meter Installation Fee					
2"	$675.00	$675.00	$675.00	$675.00	$675.00
3" and above	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost
Tap Fee					
5/8" - 3/4"	$300.00	$300.00	$300.00	$300.00	$300.00
1"	$300.00	$300.00	$300.00	$300.00	$300.00
1.5"	$322.00	$322.00	$322.00	$322.00	$322.00
2"	$345.00	$345.00	$345.00	$345.00	$345.00
3" and above	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost
Bore Fee					
5/8" - 3/4"	$450.00	$450.00	$450.00	$450.00	$450.00
1"	$500.00	$500.00	$500.00	$500.00	$500.00
1.5"	$500.00	$500.00	$500.00	$500.00	$500.00
2"	$500.00	$500.00	$500.00	$500.00	$500.00
3" and above	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost	Developer installs/bears cost
Fire Hydrant Meter					
Fire Hydrant Meter Deposit (refundable)	$600.00	$600.00	$600.00	$600.00	$600.00
Fire Hydrant Meter Connect Fee	$25.00	$25.00	$25.00	$25.00	$25.00
Fire Hydrant minimum monthly bill	$25.00	$25.00	$25.00	$25.00	$25.00
SEWER					
Residential					
Meter	$9.64	$10.41	$10.82	$11.26	$11.71
Volume charge per 1,000 gal.	$5.36	$5.79	$6.02	$6.27	$6.52
Non-Residential					
5/8" - 3/4"	$15.58	$16.82	$17.49	$18.19	$18.92
1"	$25.48	$27.51	$28.61	$29.76	$30.95
1.5"	$37.38	$40.37	$41.99	$43.66	$45.41
2" and above	$49.38	$53.33	$55.46	$57.68	$59.99
Volume charge per 1,000 gal.	$5.36	$5.79	$6.02	$6.27	$6.52

ACRONYMS

ADA: Americans with Disabilities Act

AWWA: American Water Works Association.

CAFR: Comprehensive Annual Financial Report

CCAD: Collin Central Appraisal District

CDBG: Community Development Block Grant

CERT: Community Emergency Response Team

CIP: Capital Improvement Program

DCAD: Dallas Central Appraisal District

EMS: Emergency Medical Service

EMT: Emergency Medical Technician

EOC: Emergency Operations Center

FLSA: Fair Labor Standards Act

FTE: Full-Time Equivalent

GAAP: Generally Accepted Accounting Principles

GASB: Governmental Accounting Standards Board

GBTP: George Bush Turn Pike

GIS: Geographic Information System

GISD: Garland Independent School District

GFOA: Government Finance Officers Association

G.O. BOND: General Obligation Bond

G. O. DEBT: General Obligation Debt

HVAC: Heating, Ventilation, and Air Conditioning

I&S: Interest and Sinking

M&O: Maintenance and Operations

NCTCOG: North Central Texas Council of Governments

NTMWD: North Texas Municipal Water District.

ACRONYMS

PEG Access: Public Education Government Access

PGBT: President George Bush Turnpike

RCC: Retail Concentration Center

RFP: Request for Proposal

RFQ: Request for Quotes

ROW: Right of Way

SCADA: Supervisory Control And Data Acquisition
SEDC: Sachse Economic Development Corporation. A component unit.

SFD: Single Family Dwelling

SRO: School Resource Officer

TCEQ: Texas Commission on Environmental Quality

TIF: Tax Increment Financing

TMRS: Texas Municipal Retirement System

TxDOT: Texas Department of Transportation

TxDPS: Texas Department of Public Safety

W&S: Water and Sewer

W1Y: Within 1 year. Time frame expected to fulfill strategic goal.

WISD: Wylie Independent School District

2-5: Two to 5 years. Time frame expected to fulfill strategic goal.

5>: Five years or greater. Time frame expected to fulfill strategic goal.

GLOSSARY

ACCRUAL BASIS OF ACCOUNTING: A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.

ACTVITY: A specified and distinguishable line of work performed by a division

AD VALOREM TAX: A tax levied on taxable property (land, improvements and personal property) for the purpose of financing general operations of the City and debt service requirements.

APPRAISED VALUE: The market value of real and personal property located in the City as of January 1 each year, as determined by the Rockwall County Appraisal District.

APPROPRIATION: An authorization made by the legislative body of a government which permits officials to incur obligations against and to make expenditures of governmental resources. Specific appropriations are usually made at the fund level and are granted for a one year period.

APPROPRIATION ORDINANCE: The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

ARBITRAGE: The ability to obtain tax-exempt bond proceeds and invest the funds in higher yielding taxable securities resulting in a profit. Arbitrage restriction requirements describe the circumstances in which investment in materially high yielding securities is allowed without compromising the tax-exempt status of the bond issue. The rebate requirements identify what must be done with profits earned from those securities under the arbitrage restriction requirement. The ability to obtain tax-exempt bond proceeds and invest the funds in higher yielding taxable securities resulting in a profit. Arbitrage restriction requirements describe the circumstances in which investment in materially high yielding securities is allowed without compromising the tax-exempt status of the bond issue. The rebate requirements identify what must be done with profits earned from those securities under the arbitrage restriction requirement.

ASSESSED VALUATION: A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Central Appraisal District.)

ASSETS: Resources owned or held by the City which have monetary value.

BALANCED BUDGET: A budget adopted by the legislative body and authority by ordinance where the proposed expenditures are equal to or less than the proposed resources. A budget adopted by the legislative body and authority by ordinance where the proposed expenditures are equal to or less than the proposed resources.

BOND: Bonds A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. Bonds A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds.

BUDGET: A plan of financial operation embodying an estimate of proposed means of financing it. The "operating budget" is the financial plan adopted for a single fiscal year. The "proposed budget" designates the financial plan initially developed by the departments and presented by the City Manager to the Council for approval. The "adopted budget" is the plan as modified and finally approved by that body. The approved budget is authorized by ordinance and thus specifies the legal spending limits for the fiscal year.

GLOSSARY

BUDGET ADJUSTMENT: A legal procedure utilized by the City Staff and City Council to revise a budget appropriation.

BUDGET BASIS: Budgets are adopted on a basis consistent with generally accepted accounting principles ("GAAP"). Governmental Funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the year. Proprietary Funds use the accrual basis of accounting which recognizes revenues when earned and expenses when incurred. Annual operating budgets are adopted for all Governmental Funds except for the Capital Projects Fund in which effective budgetary control is achieved on a project-by-project basis when funding sources become available. All appropriations lapse at year-end, except those for the Capital Projects Fund. It is the intention of the City that appropriations for capital projects continue until completion of the project.

BUDGET CALENDAR: The schedule of key dates or milestones that a government follows in the preparation and adoption of a budget.

BUDGET CONTROL: The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

BUDGET DOCUMENT: The compilation of the spending plans for the various funds, along with supporting schedules, tables and charts which, in total, comprises the annual revenue and expenditure plan.

BUDGET MESSAGE: A general discussion of the submitted budget presented in writing by the City Manager as a part of the budget document.

CAPITAL OUTLAY (CAPITAL EXPENDITURE): An expenditure which results in the acquisition of or addition to fixed assets, and meets these criteria: has an anticipated useful life of more than one year; can be permanently identified as an individual unit of property; belongs to one of the following categories: Land, Buildings, Structures & Improvements, Equipment; constitutes a tangible, permanent addition to the value of City assets; does not constitute repair or maintenance; and, is not readily susceptible to loss.

CAPITAL PROJECT: A specific and identifiable improvement or purpose for which expenditures are proposed within the capital budget or capital improvement program.

CAPITAL RESERVE (i.e. Street Infrastructure Fund): Funds that have been appropriated from operating revenues which are to be set aside for designated types of maintenance to the existing infrastructure.

COMPONENT UNIT: Legally separate organization for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with a primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): Usually referred to by its abbreviation, this report summarizes financial data for the previous fiscal year in a standardized format. The CAFR is organized by fund and contains two basic types of information: (1) a balance sheet that compares assets with liabilities and fund balance and (2) and operating statement that compares revenues and expenditures.

GLOSSARY

CONTINGENCY FUND: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

CONTRACTUAL SERVICES: Services purchased by the City such as utility services, insurance, maintenance contracts, outside consulting.

COURT SECURITY FUND: A Special Revenue (Purpose) Fund created to raise resources to be used for the expenditures incurred for the Municipal Court security. A specific portion from every fine paid is segregated for these purposes. A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

CURRENT TAXES: Taxes that are levied and due within one year.

DEBT SERVICE: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

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

DELINQUENT TAXES: Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

DEPARTMENT: A major administrative division of the City which indicates overall responsibility for an operation or a group of related operations within a functional area.

DEPRECIATION: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

EFFECTIVE TAX RATE: A rate which generates the same amount of revenues from property which is taxed in both years.

ENCUMBRANCES: Obligations in the form of purchase order, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. When paid, the encumbrance is liquidated.

ENTERPRISE FUND: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises—where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXEMPT/EXEMPTION: Amounts under state law that which are deducted from the appraised value of property for tax purposes. Tax rates are applied to the non-exempt portion of the appraised value to calculate the annual tax levy.

EXPENDITURES: The cost of goods received or services rendered whether cash payments have been made or encumbered.

EXPENSE: A use of financial resources, denoted by its use in the enterprise funds, which is accounted for on a basis consistent with the private business accounting model (full accrual basis).

GLOSSARY

FISCAL YEAR: A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City of Sachse has specified October 1 to September 30 as its fiscal year.

FRANCHISE FEE: A fee paid by public service businesses for use of City streets, alleys and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas and cable television.

FUND: An accounting device established to control receipt and disburse income from sources set aside to support specific activities or attain certain objectives. Each fund is treated as a distinct fiscal entity with a self-balancing set of accounts.

FUND BALANCE: Liabilities subtracted from assets. A positive fund balance means there are more assets than liabilities; a negative fund balance means there are more liabilities than assets.

FUNDING: Provides budgetary resources to cover the total cost of a program or project at the time it is undertaken.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES: Detailed accounting standards and practices for state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

GENERAL FUND: The fund used to account for all financial resources except those required to be accounted for in another fund. The General Fund is tax supported.

GENERAL OBLIGATION BONDS: Bonds that finance public projects such as streets, municipal facilities, and park improvements. The repayment of these bonds is made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

GENERAL OBLIGATION DEBT: Monies owed on interest and principal to holders of the City's general obligation bonds. The debt is supported by revenue provided from real property which is assessed through the taxation power of the local governmental unit.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD: The body that sets accounting standards specifically for governmental entities at the state and local levels.

GOVERNMENTAL FUND: Fund generally used to account for tax-supported activities. Different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds.

INFLOW: Inflow is storm water that enters into sanitary sewer systems at points of direct connection to the systems. Various sources contribute to the inflow, including footing/foundation drains, roof drains or leaders, downspouts, drains from window wells, outdoor basement stairwells, drains from driveways, groundwater/basement sump pumps, and even streams. These sources are typically improperly or illegally connected to sanitary sewer systems, via either direct connections or discharge into sinks or tubs that are directly connected to the sewer system. An improper connection lets water from sources other than sanitary fixtures and drains to enter the sanitary sewer system. That water should be entering the storm water sewer system or allowed to soak into the ground without entering the sanitary sewer system.

GLOSSARY

INFILTRATION: Infiltration is groundwater that enters sanitary sewer systems through cracks and/or leaks in the sanitary sewer pipes. Cracks or leaks in sanitary sewer pipes or manholes may be caused by age related deterioration, loose joints, poor design, installation or maintenance errors, damage or root infiltration. Groundwater can enter these cracks or leaks wherever sanitary sewer systems lie beneath water tables or the soil above the sewer systems becomes saturated. Often sewer pipes are installed beneath creeks or streams because they are the lowest point in the area and it is more expensive to install the pipe systems beneath a roadway. These sewer pipes are especially susceptible to infiltration when they crack or break and have been known to drain entire streams into sanitary sewer systems. Average sewer pipes are designed to last about 20-50 years, depending on what type of material is used.

INFLOW & INFILTRATION: Inflow and infiltration or I & I are terms used to describe the ways that groundwater and storm water enter into dedicated wastewater or sanitary sewer systems. Dedicated wastewater or sanitary sewers are pipes located in the street or on easements that are designed strictly to transport wastewater from sanitary fixtures inside your house or place of business. Sanitary fixtures include toilets, sinks, bathtubs, showers and lavatories.

INFRASTRUCTURE: That portion of a city's assets located at or below ground level, including the water system, sewer system, and streets.

INTERNAL SERVICE FUND: Fund established to finance, administer, and account for departments whose exclusive or nearly exclusive purpose is to provide goods or services to other departments on a cost-reimbursement basis.

LEASE PURCHASE: A method of acquiring high cost equipment or property and spreading the payments over a specified period of time.

LEGAL DEBT MARGIN: The net amount of external financing resources that is available to the City through the issuance of general obligation bonds.

LIABILITIES: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

MILLAGE RATE: The ad valorem tax rate expressed in terms of the levy per thousand dollars of taxable assessed value.

MISSION STATEMENT: General statement of purpose.

MODIFIED ACCRUAL BASIS OF ACCOUNTING: The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current period." Expenditures are recognized when the related fund liability is Incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; (4) interest earnings on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due.

NON-DEPARTMENTAL: Includes debt service, operating transfers between funds.

OBJECTIVE: Performance indicator of a program.

GLOSSARY

OPERATING BUDGET: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of the City are controlled. The use of annual operating budgets is required by State Law.

ORDINANCE: An authoritative command or order.

PEG ACCESS: Public Education Government access. Refers to a cable channel operated by a local government entity.

PER CAPITA DEBT: Total tax supported debt outstanding divided by population.

PERFORMANCE INDICATORS: Specific quantitative measures of work performed within an activity or program. They may also measure results obtained through an activity program.

PERSONNEL SERVICES: Expenditures made for salaries and related benefit costs.

PID: Public Improvement District as defined by the Texas Local Government Code, Chapter 373. If the governing body of a municipality or county finds that it promotes the interests of the municipality or county, the governing body may undertake an improvement project that confers a special benefit on a definable part of the municipality or county or the municipality's extraterritorial jurisdiction. A project may be undertaken in the municipality or county or the municipality's extraterritorial jurisdiction.

POLICY: A definite course of action adopted after a review of information and directed at the realization of goals.

PROPOSED BUDGET: The budget that has been prepared by the City Manager and submitted to the City Council for approval.

PROPRIETARY FUND: Fund that focuses on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. The 2 different types of proprietary funds: enterprise fund and internal service funds.

REIMBURSEMENT: Repayment to a specific fund for expenditures incurred or services performed by that fund to or for the benefit of another fund.

REPLACEMENT COST: The cost of an asset which can render similar service (but which need not be of the same structural form) as the property to be replaced.

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

REVENUE BONDS: Long term debt (bonds) the repayment of which is based upon pledged revenues form a revenue generating facility.

REVENUES: All amounts of money received by a government from external sources other than expense refunds, capital contributions, and residual equity transfers.

ROLLING STOCK: Capital items such as motor vehicles, heavy equipment, and other apparatus.

GLOSSARY

SCADA: Acronym for Supervisory Control And Data Acquisition. It generally refers to an industrial control system: a computer system monitoring and controlling a process. The process can be industrial, infrastructure or facility-based.

SPECIAL ASSESSMENT: A compulsory levy made against certain properties to defray a part of the cost of a specific improvement or services (such as sewer) deemed to primarily benefit those properties.

SPECIAL REVENUE FUND: Fund used to account for a specific revenue source (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes, or have been segregated by financial policy to be maintained separately.

STRATEGIC PLAN: Document which lists or describes major goals of an organization along with the strategies that will be employed in attaining them.

TAX BASE: The total property valuations on which each taxing entity levies its tax rates.

TAX INCREMENT FINANCING (TIF): Tax Increment Financing; a tool to use future gains in property and sales taxes to finance eligible public infrastructure such as streets, drainage, parking garages, parks, trails, and other improvements as allowed by law, within a reinvestment zone.

TAX LEVY: A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

TAX RATE: A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

TAXABLE VALUE: Estimated value of property on which ad valorem taxes are levied.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

City of Sachse