City of Sachse

Fiscal Year 2015-2016 Annual Budget

October 1, 2015 – September 30, 2016

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.

CITY OF SACHSE, TEXAS
2015-2016 BUDGET

This budget will raise more revenue from property taxes than last year's budget by an amount of $1,225,879, which is a 12.24 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 $790,560.

Record Vote

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

Current and Preceding Property Tax Rates

	FY 2015-2016	FY 2014-2015
Property Tax Rate	**0.757279**	**0.770819**
Effective Tax Rate	**0.713377**	**0.718590**
Effective M&O Tax Rate	**0.514560**	**0.503751**
Rollback Tax Rate	**0.757279**	**0.771246**
Debt Rate	**0.185000**	**0.211785**

Municipal Debt Obligations

	FY 2015-2016	FY 2014-2015
Total Debt Obligations	**$2,879,433**	**$2,958,191**

CITY OF SACHSE

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Sachse

Texas

For the Fiscal Year Beginning

October 1, 2014

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 2016
The first critical section of the FY 2016 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 2016 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

Brett Franks, Mayor Pro Tem

Jeff Bickerstaff, Councilmember
Charlie Ross, Councilmember
Paul Watkins, Councilmember
Bill Adams, Councilmember
Cullen King, Councilmember

The Sachse City Council is composed of a mayor and six councilmembers. 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

Gina Nash, City Manager
Teresa Savage, Director of Finance
Stacy Buckley, Director of Human Resources
Rick Coleman, Fire Chief
Dusty McAfee, Director of Community Development
Greg Peters, Director of Public Works and Engineering
Michelle Lewis-Sirianni, City Secretary
Bryan Sylvester, Police Chief
Lance Whitworth, Director of Parks and Recreation/Library

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

City Manager's Office

August 3, 2015

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

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 2015/2016 (FY 2016) budget to the City Council. This budget represents many dedicated hours of investment by the City Council and City Staff. The budget is balanced, includes a decrease in the 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 20% increase in single housing permits during the first nine months with just over 200 permits being issued. Construction continued throughout the year on the Mansions at Woodbridge apartment complex. On the commercial side, several projects are either complete or under construction; these include a Wal-Mart Neighborhood Market at the Blackburn Road/Murphy Road intersection, Laguna Madre Traders on Highway 78, and two Murphy Oil fuel stations. Construction has begun on a LA Fitness training facility and a convenient care clinic at the intersection of Highway 78 and Woodbridge Parkway. We anticipate commercial growth continuing into FY 2016.

Along with development, the economy in our region has been strong this year and shows no signs of a significant slow-down in the near future. That strength is reflected in an overall increase of 18.59% in property market values. Both Dallas and Collin Counties experienced an increase in appraised values throughout the city, and a total of $104.4 million in new construction taxable value was added to the tax rolls.

FY 2015 has seen many significant projects. Several of them are highlighted below.

- The City refunded the remaining 2003 Certificates of Obligation and a portion of the 2009 Bonds, resulting in annual debt service savings of over $100,000.
- Firefighter's Park officially opened in October 2014.
- Merritt Road widening from Pleasant Valley to the south city limits was completed.
- The Woodbridge Parkway extension into Wylie was completed; this was a joint project with Collin County and the City of Wylie.
- Funding was approved for the final design of Phase 1 of Sachse Road widening, from Highway 78 to Miles Road; this will be a joint project with Dallas County.
- Construction began on the final phase of widening Ranch Road to four lanes between Highway 78 and DeWitt.
- Groundbreaking of LA Fitness with construction underway

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.

Several guiding principles governed the development of the City Manager's budget. The first, and most important, guiding principle in this budget is to invest in the City of Sachse's employees through their compensation. During the economic downturn, investments in city staff compensation and training was decreased significantly. 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 today's team members working at the city started after January 1, 2010. Excessive turnover delays progress of other initiatives citywide due to time spent training new employees. The FY 2015 budget included funding of a market comparative compensation study and the proposed FY 2016 budget includes funding for full implementation of the recommendations.

The second guiding principle for this budget is also the largest single non-infrastructure investment proposed in the FY 2016 budget: the P25 analog to digital radio system conversion. The proposed funding for this project was through the City Council's fiscally responsible foresight by setting funds aside over the last two fiscal years ($450,000 in FY 2014 and $300,000 in FY 2015) as well as the allocation of $200,000 in operating funds in FY 2016. The transition is the result of a federal mandate as well as the need for improved public safety communication throughout the city and in surrounding areas. The estimated total budget for this project is almost $950,000.

Finally, the third main guiding principle in this budget includes continued investment in capital expenses. While it does not fully implement the city's vehicle replacement plan, it does include

funding for six new vehicles, needed equipment, and a $100,000 allocation toward the creation of an Equipment Replacement Fund.

In August 2014, City Council adopted a five year rate schedule for the Utility Fund. The rates were structured to rebuild Utility Fund reserves, support maintenance of aging infrastructure, fund future system expansion, and cover increased raw costs for water and wastewater treatment. Utility Fund revenues for FY 2016 are based on the second year in the rate schedule; expenses include a five percent increase in rates for sewer treatment and eleven percent increase in the wholesale cost of water from North Texas Municipal Water District.

In summary, the FY 2016 budget is a balanced budget and provides an operating basis for the next year. It provides for investment in: public safety through the P25 system, much needed equipment replacement, and our most valuable asset, our workforce. At the same time, we are maintaining the long-term fiscal viability of the community through a healthy fund balance. I hope that the information provided will assist you in your consideration of the budget. It is a privilege to serve the citizens of Sachse with you and I look forward to our future. While the budget process is always a challenge, we have produced a budget that is both balanced and sufficient to meet the needs of the upcoming fiscal year. The City Staff has done an exceptional job preparing for and participating in the development of this budget. I commend our staff and give special recognition to the Finance Department for putting forward the effort needed to see this budget completed.

On behalf of myself and the staff, I want to express my appreciation to the City Council for your diligent efforts in providing guidance, direction and support for this budget. I believe this budget provides the highest level of services to our citizens within the resources available.

Respectfully Submitted,

Gina C. Nash
City Manager

2015-2016 BUDGET HIGHLIGHTS

The fiscal year 2015-2016 (FY 2015-2016) total combined budget revenue is projected to be $26,936,336 and total budgetary expenditures are estimated at $29,188,765. Balancing the needs of the community with available financial resources presents an annual challenge in the development of the budget. The current economic outlook is promising for the upcoming year and the future. Overall, the 2015-2016 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 our goals and objectives for the FY 2015-2016.

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, 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 $14,804,345. This is a 15.46% increase over the FY 2014-2015 Adopted Budget of $12,822,525. The largest source of revenue for the General Fund is Property Taxes, generating 61.5% of total revenue at the adopted tax rate of $0.757279 per $100 assessed value. The City is anticipating collecting $2.8 million from Sales Tax and franchise fees for the General Fund. This is the second highest area of revenue collections contributing 19.1% of funds. The remaining 19.4% of revenue collections is 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 2015-2016 are $1,358,241 more than the previous year. This is due to a significant increase in assessed property values; however, this is offset by a reduced property tax rate, $0.757279 compared to $0.770819 the previous year, a 1.75% reduction.

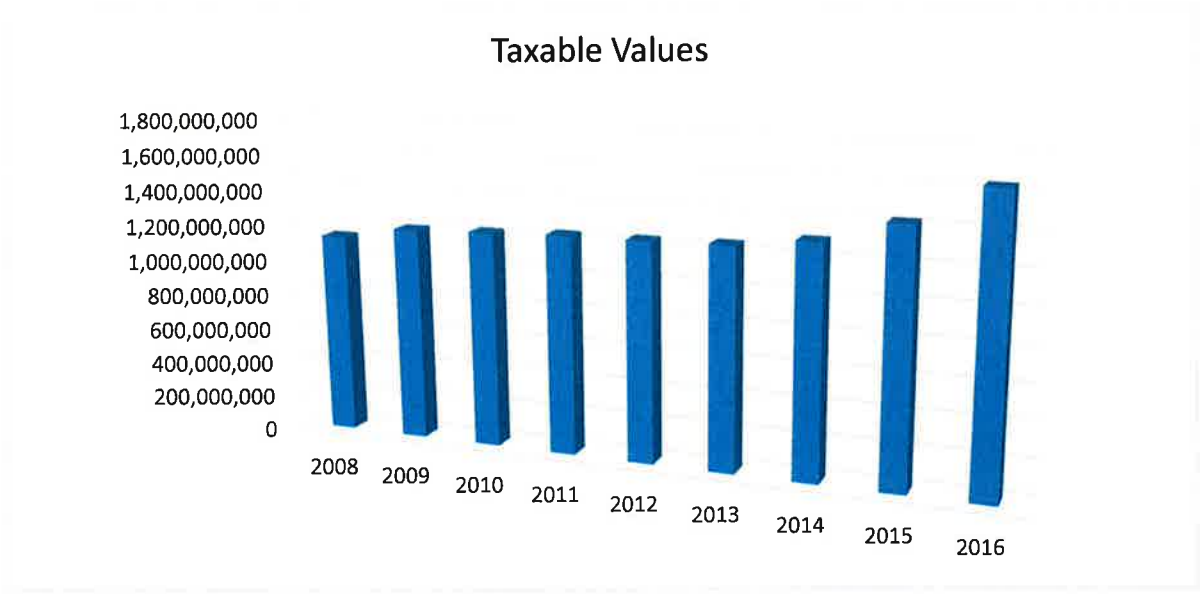
General Fund operating expenditures and budget transfers total $14,743,846, which represents an increase of 15.92% over the original adopted budget for FY 2014-2015. The estimated total ending fund balance for the General Fund is projected to be $6,943,686, leaving 187 days of operating reserves, well above the 25% 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.

2015-2016 BUDGET HIGHLIGHTS

Property Values

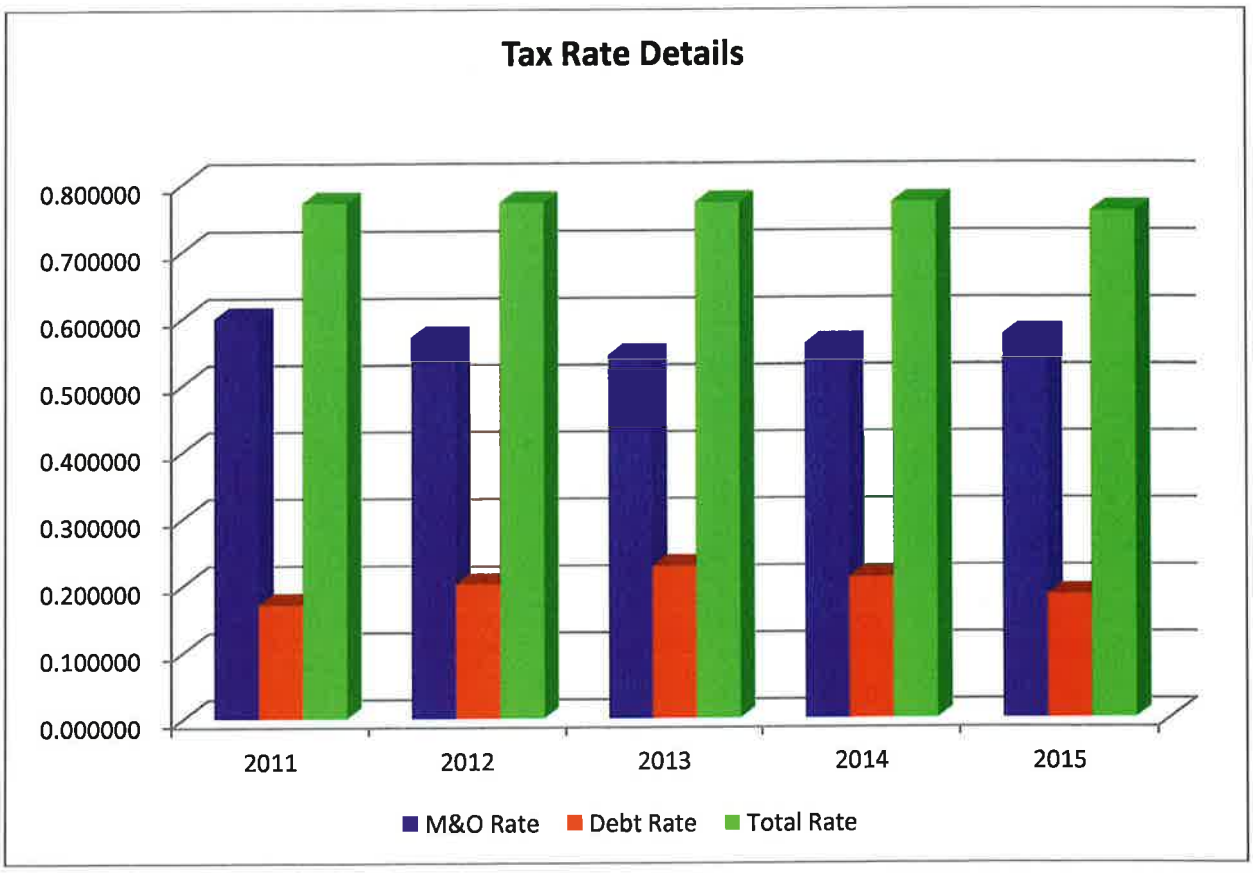
Collin and Dallas Central Appraisal Districts assessed property market values for FY 2015-2016 at $1.82 billion, which equates to an overall increase of $284.9 million or 18.59% from the preceding year. Taxable values total $1.6 billion; the chart below illustrates the change in taxable assessed values.



Proposed Tax Rate

The FY 2015-2016 proposed budget shows a reduction to the City's overall tax rate from prior year of .770819 per $100 of assessed valuation to an adopted rate of .757279 per $100 of assessed valuation. The state tax code limits the amount of taxes that can be levied compared to the previous year, regardless of increased property values or addition of new properties to the tax rolls. Of the total tax rate, $0.572279 is dedicated to maintenance and operations (M&O) in the General Fund. This is a .013 cent increase from the prior year. The portion of the tax rate dedicated to paying debt obligations decreased by .027 cents from the FY 2014-2015 rate of .211785. The portion of the tax rate contributed to debt service is 24.4% 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:

2015-2016 BUDGET HIGHLIGHTS



The average single family home value is currently $196,126, an increase of $18,940 (10.69%) from the previous year. At the adopted tax rate of $0.757279, the city tax paid on the average single family home will be $1,485. The average tax bill would increase about $119 or 8.7%. The following table reflects the average value of homes in Sachse.

Tax Year	Average Home Taxable Value	Tax Rate	Average City Tax Owed
2015	196,126	$0.757279	$1,485
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	37,750,000
Certificates of Obligation	
Less amount allocated to Utility Fund	(835,000)
Net allocated to property tax repayment	36,915,00
Debt per Capita	1,538
2015-2016 General Bonded Debt Requirements	2,878,433

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 (FY 2015-2016) 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 2016-2017 through FY 2019-2020) are approved for *planning purposes only* and do not receive authority until they are part of the *Capital Budget.*

The City is entering year four 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 Approved CIP

The funds available in the first year of the CIP (FY 2015-2016) 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 2015-2016 Proposed Budget includes $4,140,255 in new capital project funding and $6,371,000 in previous/ongoing CIP funding. The Capital Improvement Plan is still under review by the City Council. Upcoming meetings will solidify the Council's adoption of CIP projects prior to the adoption of the FY2015-2016 budget. The proposed projects will be paid for by funds received from various sources which are detailed below.

2015-2016 BUDGET HIGHLIGHTS

Overview of CIP Funding Sources by Fund Type

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.

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.

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.

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.

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.

2006 Transportation Bond Fund

2015-2016 BUDGET HIGHLIGHTS

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 the 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

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.

Community Development Block Grant 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.

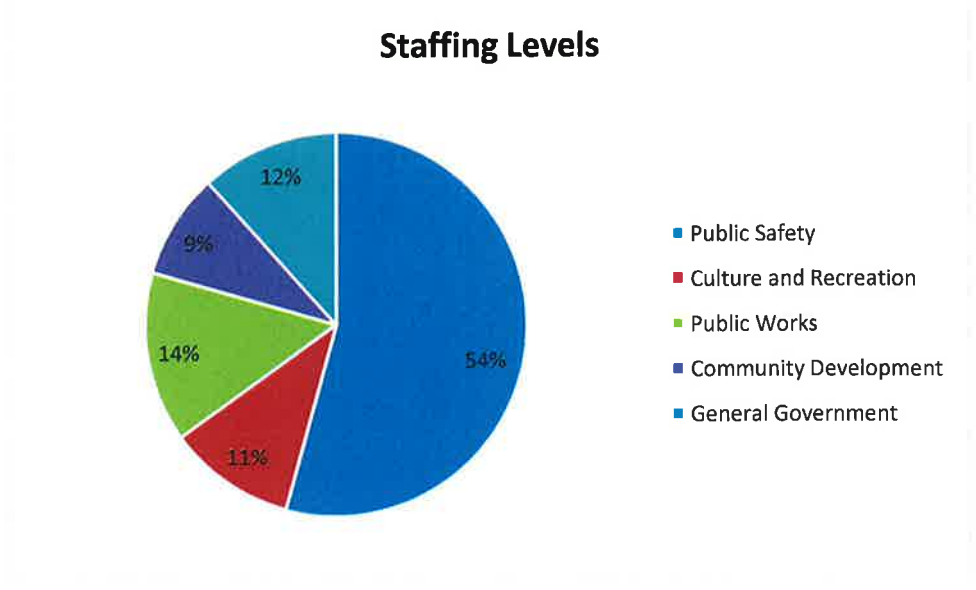
Street Maintenance Tax Fund

The voters of the City of Sachse approved a Street Maintenance Tax in the spring of 2013. This sales tax amounts to a 0.25% tax on taxable items and services. These funds are restricted in use by State Law to maintain streets that existed at the time the tax was approved by voters. For the purposes of State Law, existing streets means both the pedestrian and vehicular infrastructure existing when the tax was approved by the voters.

PROGRAMS AND STAFFING LEVELS

Staffing levels for FY 2015-2016 have changed minimally. The proposed budget includes funding for two additional police officers for school resource officer duties, and one part-time custodian position has been reclassified to a full-time position. The proposed budget also includes funding for converting the current part-time firefighter staff to full-time positions. This conversion will take place later in the fiscal year, and the current staffing levels do not reflect the change. The City currently supports 135 full-time and 34 part-time positions. The distribution of City staffing levels is as follows:

2015-2016 BUDGET HIGHLIGHTS



The 2014-2015 budget included funding to conduct a study of the City's employee compensation plan as compared to the competitive market area. This study has been completed, and the 2015-2016 Proposed Budget includes funds to fully implement the new pay plan for existing staffing levels. The total cost of implementation is $1,260,564, General Fund $1,165,509 and Utility Fund $95,055.

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 $3,204,425 working capital balance. The total fund revenues are expected to be $9,268,945 allowing for budgeted operating expense of $7.3 million and non-operating expenses of $1,140,054 for debt payments and transfers to the General Fund for allocated overhead expenses. Utility Fund revenues for FY 2015-2016 do not include revenue from water or wastewater impact fees; these fees were recorded in the Impact Fee Fund beginning in FY 2013-2014 going forward.

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

The North Texas Municipal Water District contract rate for "take-or-pay" water supply is increasing by 10.9%, from $2.11/1000 gallons to $2.34. The budgeted expenditures are increasing by $306,395, or 10.9%.

The City of Garland wholesale sewer rate to treat the City's effluent is increasing to $2.72 per 1,000 gallons treated, a 5% increase over the previous year's rate of $2.59. The increase in

budgeted expenditures of $112,624 (5.2%) allows for a slight increase in volume of wastewater treated compared to FY 2015 actual volume.

The transfer to the General Fund for allocated overhead expenses is increasing by $74,466 to a total of $922,916. The combined Franchise Fees are estimated to increase by $56,055, to a combined total of $446,798; this fee is 5% of estimated operating revenues.

Debt service payments required to be paid from Utility Fund revenues $138,194 for FY 2015-2016 are being offset by a one-time transfer from Debt Service.

Budgeted expenses in the Utility Fund include funding for equipment replacement in the amount of $114,308 and $150,000 in advance funding to complete a stormwater drainage analysis.

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 of approximately $72,000, 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 is 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 2015 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 and wastewater impact fees have been recorded in the Utility Fund in past fiscal years. Roadway impact fees have been included in a combined special revenue fund. Both required extensive manual tracking of revenue, expenses, and interest allocation to keep the fund balances for impact fees separate from other fund revenues and expenses. The establishment of a separate fund for impact fees has enhanced the availability of up-to-date fund balances for CIP planning.

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. This tax has generated over $545,000 in its first two years for large maintenance projects throughout the City. The revenue budgeted for FY 2015-2016 is $304,879. This tax was approved for a period of four years, and will expire in September 2017 unless approved again by voters.

CONCLUSION

This completes the highlights of the 2015-2016 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,

Gina C. Nash
City Manager

Teresa C. Savage, CGFO
Finance Director

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

	2014 Certified Tax Rolls	2015 Certified Tax Rolls	Change in Values from Prior Year	Change
Property Value				
Market Values	**1,531,964,234**	**1,816,823,825**	**284,859,591**	*18.59%*
Collin County	559,878,404	710,368,435	150,490,031	*26.88%*
Dallas County	972,085,830	1,106,455,390	134,369,560	*13.82%*
Taxable Values	**1,424,592,045**	**1,635,609,749**	**211,017,704**	***14.81%***
Collin County	535,956,193	646,389,562	110,433,369	*20.60%*
Dallas County	888,635,852	989,220,187	100,584,335	*11.32%*
Taxable Values (Adjusted for Freeze)	**1,405,111,801**	**1,612,479,345**	**207,367,544**	***14.76%***
Collin County	529,693,925	636,477,134	106,783,209	*20.16%*
Dallas County	875,417,876	976,002,211	100,584,335	*11.49%*
New Construction Values	**41,432,452**	**104,390,861**	**62,958,409**	***151.95%***
Collin County	17,196,696	59,248,454	42,051,758	*244.53%*
Dallas County	24,235,756	45,142,407	20,906,651	*86.26%*
Average Single Family Home Taxable Value	**177,186**	**196,126**	**18,940**	***10.69%***
Collin County	216,928	242,548	25,620	*11.81%*
Dallas County	161,639	177,483	15,844	*9.80%*
Estimated Rates and Values:				
Effective Tax Rate (ETF)	**0.718590**	**0.713377**	**$ (0.00521)**	*-0.73%*
Proposed Tax Rate	**0.770819**	**0.757279**	**($ 0.01354)**	***-1.76%***
Debt Rate	0.211785	0.185000	($ 0.02679)	*-12.65%*
Maintenance and Operations	0.559034	0.572279	$ 0.01325	*2.37%*
Increase over the ETR	**7.27%**	**6.15%**		
Total Tax Revenue (Proposed)	**$ 10,830,869**	**$ 12,210,967**	**$ 1,380,099**	***12.74%***
Debt	2,975,816	2,983,087	7,271	*0.24%*
Operations	7,713,092	9,040,824	1,327,732	*17.21%*
TIF	141,961	187,057	45,096	*31.77%*
1¢ on the tax rate (equivalent)	**$ 140,511**	**$ 161,248**	**$ 20,737**	***14.76%***
Amount of taxes imposed at the proposed tax rate	**$ 10,830,869**	**$ 12,210,967**	**$ 1,380,099**	***12.74%***

CITY OF SACHSE

STATUTORY REQUIREMENTS
TRUTH-IN-TAXATION

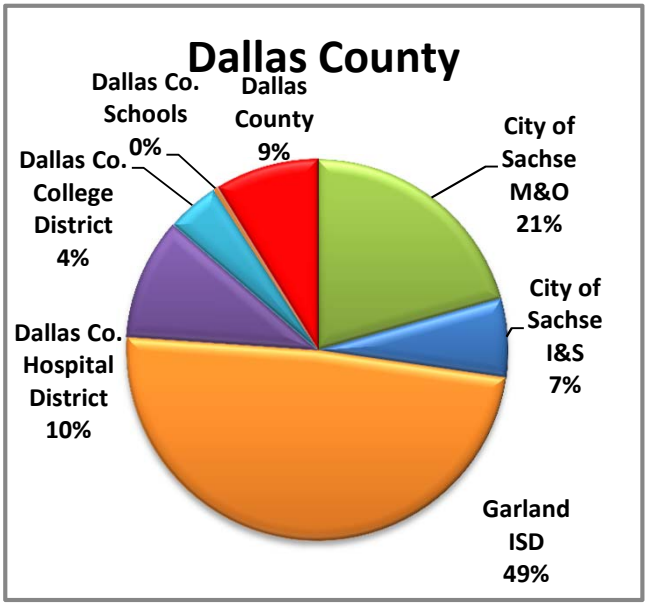
The Texas Constitution and Property Tax Code establish guidelines for taxing units to follow when adopting tax rates. This guide to tax rate setting is also known as "truth-in-taxation." The truth-in-taxation laws have two purposes: (1) to make taxpayers aware of tax rate proposals and, (2) to allow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

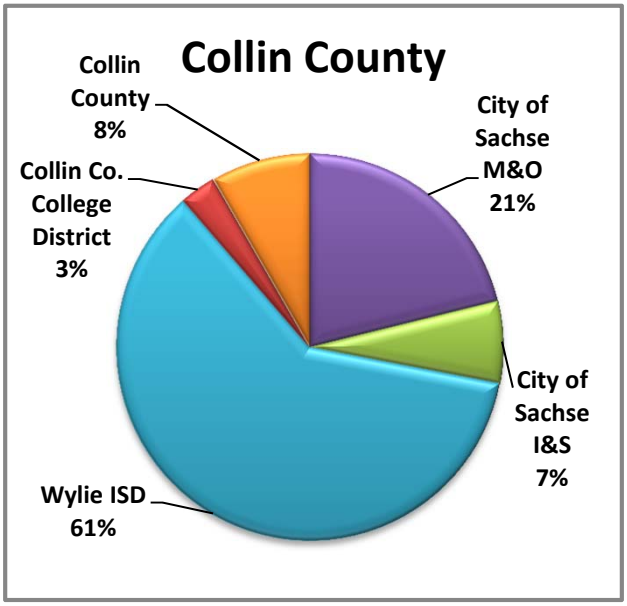
Beginning in early August, the City takes the first step toward adopting a tax rate by calculating and publishing the *effective* and *rollback tax rates*.

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

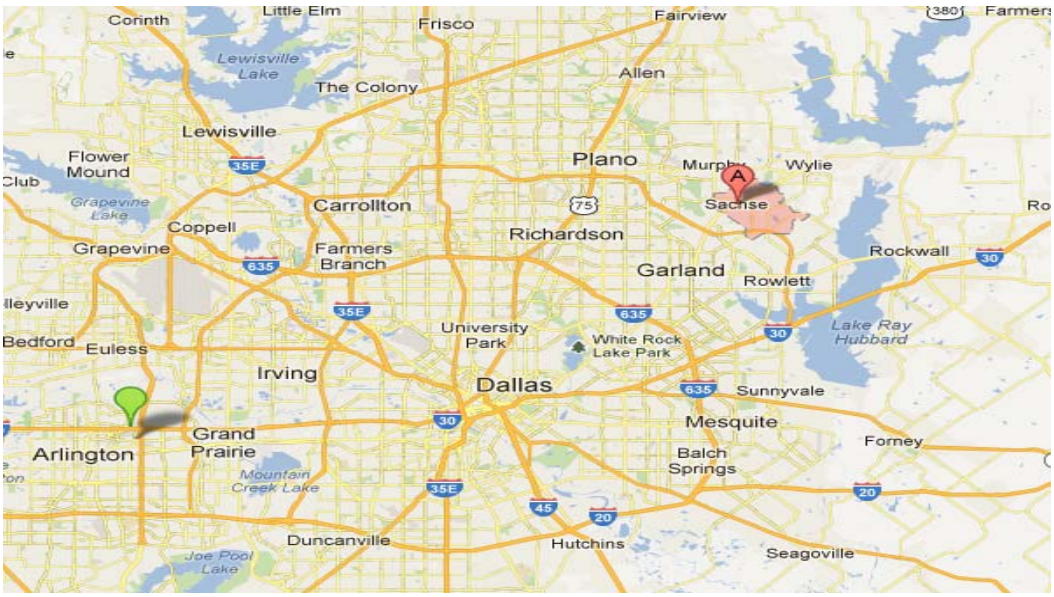
Dallas County	2.7733 per $100 valuation
Collin County	2.7042 per $100 valuation

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.



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	196,126
$ Avg Household Income	104,708
Average Household Size	3

Building Permits	
Permits issued (fiscal year)	1,840
Single family dwelling	275
Building Insp. Conducted	26,922
$ Value (fiscal year)	57,811,783

City Employees	
Full-time	142
Part-time	6
Seasonal	3

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	35

Recreation	
Acreage	
Developed	152
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)	802
Cox (WISD)	648
Sewell (GISD)	450
Middle School	
Hudson (GISD)	1,206
High School	
Sachse High (GISD)	2,800
Wylie ISD (WISD)	14,557
Garland ISD (GISD)	57,436

Municipal Water System	
Active Accounts	7,845
Avg consumption (gal.)	12,234
Water Mains (miles)	140
Fire Hydrants	970

Municipal Sewer System	
Active Accounts	7,384
Sanitary Swr (miles)	115

Solid Waste Collection	
Active Accounts	7,261

Elections	
Registered Voters	8,790

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 for a Halloween party. Fun games, snacks, prizes, and lots of candy will fill the evening. This event is held annually in late October.

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.

ANNUAL PUMPKIN PROWL

The entire family can enjoy the Annual Pumpkin Prowl each October at Salmon Park, 4302 Williford Road. The Great Pumpkin hides miniature and prize pumkins for children ages 10 and under. The fun includes hayrides, games, bounce houses, and refreshments.

Come join the fund. NO charges to attend.

CITY OF SACHSE

HOMETOWN FUN

ANNUAL CHRISTMAS PARADE PLUS COOKIES WITH SANTA

Join us for Sachse's 6th Annual Christmas Parade on Dec. 12. 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. 3 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

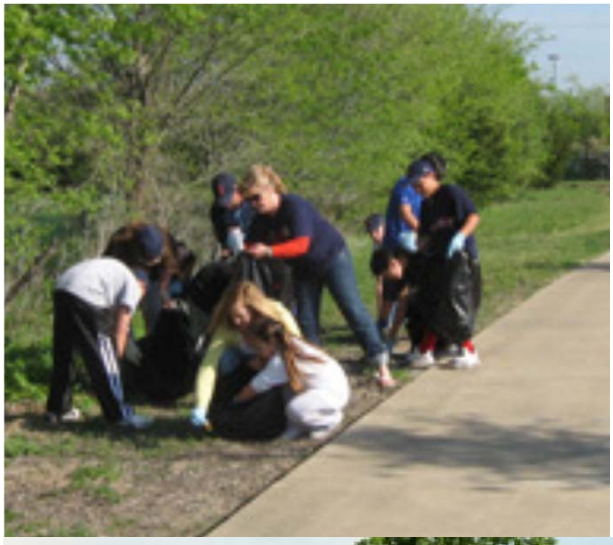
The City of Sachse sponsors an annual Red, White & Blue Blast on July 3rd. Festivities kick off with a parade from City Hall to Heritage Park. Live entertainment, games, food vendors, vendor booths, bounce houses, and face painting are some of the activities available that evening. Musical entertainment is provided, followed by fireworks starting at 9:30 p.m. and lasting approximately 25 minutes. It is a great night of family entertainment and one of Sachse's most popular event, drawing larger crowds every year.

CITY OF SACHSE

HOMETOWN FUN

GREAT AMERICAN CLEANUP

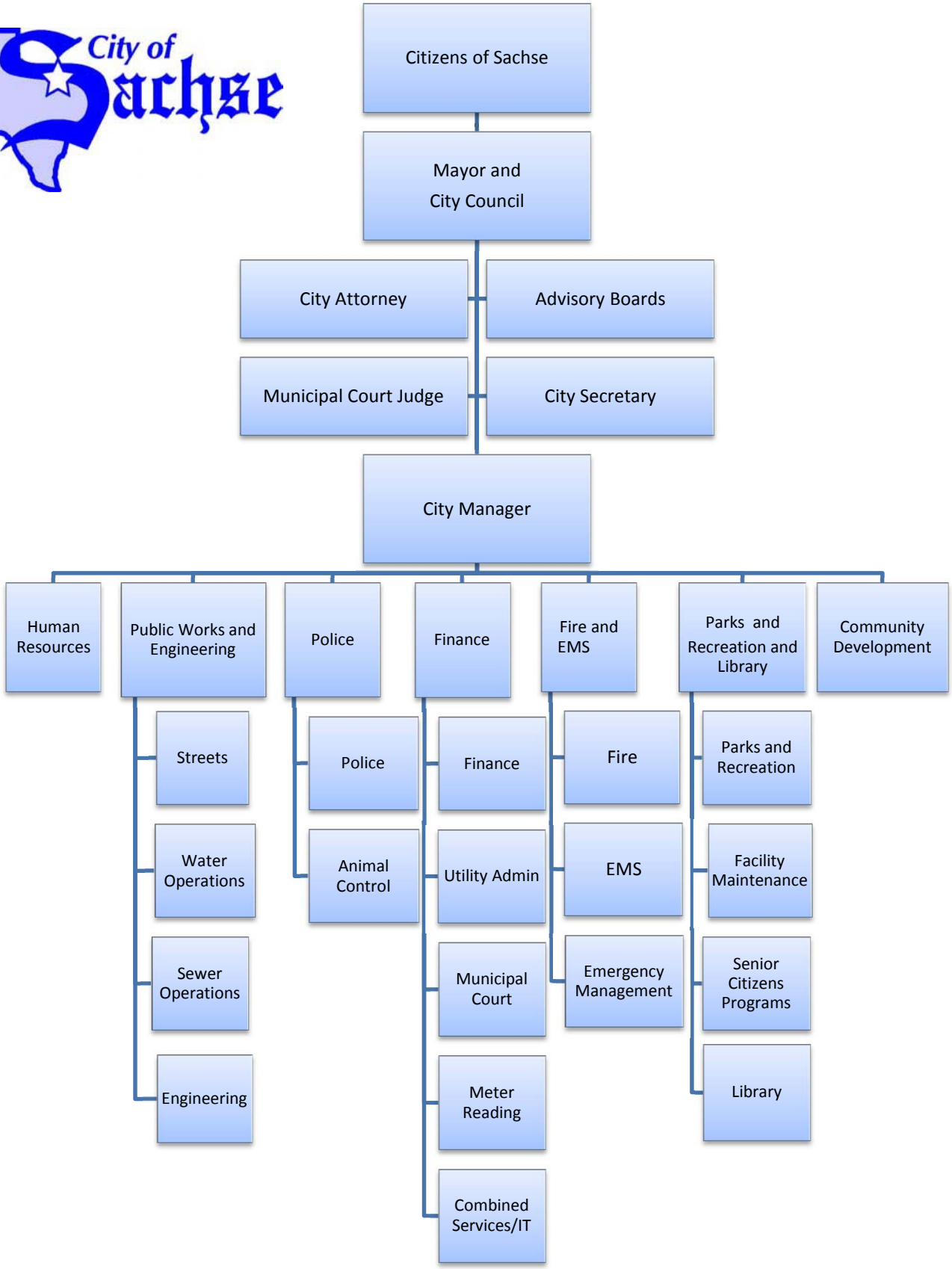
ARBOR DAY CELEBRATION



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 beautiful. Held annually in April.

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 and Engineering
Police
Finance
Fire and EMS
Parks and Recreation and Library
Community Development
Streets
Water Operations
Sewer Operations
Engineering
Police
Animal Control
Finance
Utility Admin
Municipal Court
Meter Reading
Combined Services/IT
Fire
EMS
Emergency Management
Parks and Recreation
Facility Maintenance
Senior Citizens Programs
Library

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. Proprietary Funds use the full accrual basis of accounting.

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.

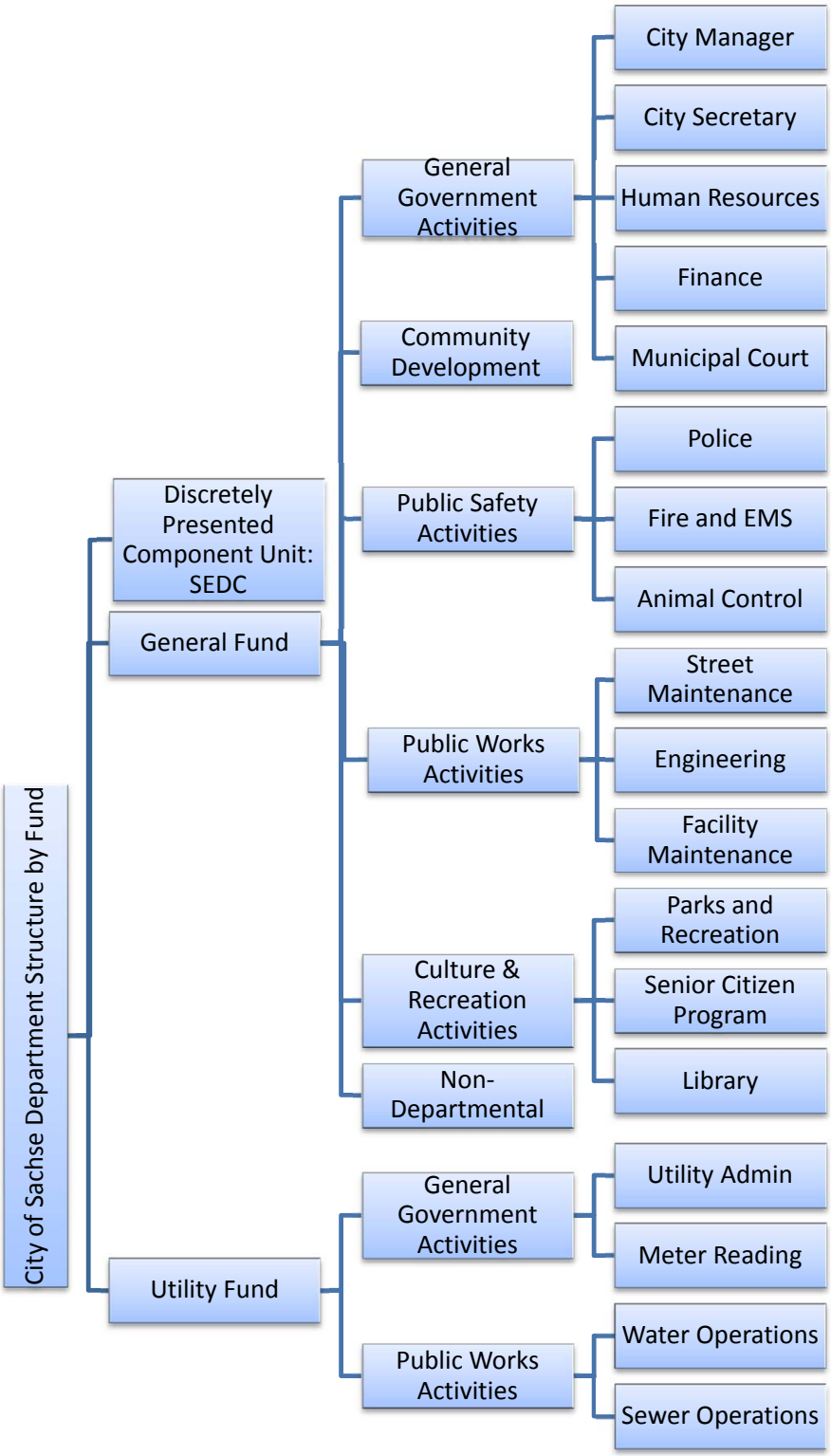
Internal Service Fund - used to report any activity that provides goods or services to other funds or departments on a cost-reimbursement basis. The Health Insurance Fund is an internal service fund used to allocate employees health insurance expenses to the department level.

CITY OF SACHSE

DESCRIPTION OF FUND STRUCTURE

CITY OF SACHSE

DEPARTMENT STRUCTURE BY FUND



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

In September of 2014, the Sachse City Council began a process that started out as a planning session to establish goals and objectives for the city but ended with a complete strategic plan that touched every facet of city business and every department within the city. The 2015 City of Sachse Strategic Plan (Strategic Plan) includes 6 goals, 30 strategies, and 107 actions/tasks aimed at achieving the City of Sachse Vision. The goals, strategies, and actions/tasks are hierarchical in nature and are increasingly more specific as the plan moves from goals to tasks. A graphic illustrating the hierarchy is provide below.

Goal	→	Strategy	→	Actions/Task
(Broad Statement Articulating what to Achieve)		(What the City will do to Achieve the Goals)		(Specific & Measurable Activities)

Prior to the adoption of the Strategic Plan, the city identified goals and objectives every few years. These goals and objectives provided the council and staff with measures of accountability for accomplishing the important work of the city and provided a roadmap for the current work items to be undertaken by both council and staff. With the adoption of the 2015 Strategic Plan, the city council significantly increased the depth and sophistication of the goals and objectives while assigning responsibilities to departments and establishing time frames to complete the actions/tasks.

Even a cursory review of the Strategic Plan reveals that many of the actions/tasks are incremental in nature. That is, actions or tasks identified in the Strategic Plan are critical steps required for accomplishing future tasks. In many instances, approaching the tasks and actions incrementally is necessary to allow flexibility in the future as the environment, priorities, or resources change. By adopting measurable but incremental tasks, future councils will have the flexibility to determine the next best course of action given the environmental realities they face.

It is anticipated that the Strategic Plan will mature in future years. As the years progress, both staff and council will identify ways to improve the plan that will yield an even more useful tool for both policy makers and the staff who implement that policy.

The six goals included in the 2015 Strategic Plan cover every corner of the city. The goals are listed below.

1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.

2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.
4. Make Sachse more prosperous through job creation and quality development that adds community value.
5. Meet the public safety needs of a growing citizen, student and business population.
6. Provide excellent governmental services to Sachse's citizens.

During 2015, city staff will provide updates to the city council on Strategic Plan progress. In its current form, the plan identifies target completion years for each task/action. By keeping the completion date at the year level, city staff will have the ability to adjust to unexpected shocks that disrupt staff's work plan during shorter time frames. Sachse is a lean organization to the point where the individuals who are responsible for implementing the Strategic Plan are the same individuals who must react to emergencies and other crises that arise. Staff must remain opportunistic by taking advantage of less disruptive periods and executing the Strategic Plan in order to have the capacity to respond to the various crises while keeping plan implementation on track. Periodic updates to council will assist in keeping the plan moving forward.

Goal 1: Strategically invest in the city's existing and future infrastructure to ensure those needs are met.				
Strategy 1: Partner with Counties to widen arterial roadways to their ultimate width.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Meet quarterly with county engineering departments to maintain positive working relationship.	ENG	Met with Dallas County representatives on 11/5/2014 to discuss the 6th Call projects. Coordination is ongoing for Collin County partnership projects.	2015	
Finalize preliminary design of Sachse road in accordance with the Thoroughfare Plan.	ENG	The City Council has discussed the preliminary alignment and staff is working with Dallas County to have it finalized.	2015	
Construct first segment of Sachse Road widening.	ENG	Once the preliminary design is complete, the limits of phase 1 will be determined based on available funding.	2017	
Finalize projects for Dallas County's Major Capital Improvements Program 6th Call.	ENG/CM	Staff met with Dallas County to discuss preliminary alternatives for 6th Call projects.	2015	
Identify funding for the completion of Maxwell Creek Road north of Ranch Road.	FIN/ENG	Maxwell Creek adjacent to the Woodbridge subdivision and Fire Station 2 will be completed in 2015. The section from Woodbridge to the north remains.	2016	
Complete Ranch Road and Maxwell Creek at Fire Station #2.	ENG	Ranch Road has entered the right-of-way acquisition phase and an agreement to complete Maxwell Creek at FS #2 is in place.	2016	

Goal 1: Strategically invest in the city's existing and future infrastructure to ensure those needs are met.				
Strategy 2: Define additional municipal facility needs through 2024.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Evaluate Sachse Animal Shelter capacity and determine future needs.	PD/CD/ CM	The capacity of Sachse's existing Animal Shelter to meet growing demands is in question. An independent evaluation of future needs is desirable.	2016	
Analyze need for future Fire Station #3.	CD/FD/ CM	The need for a future fire station in the southern area of Sachse has not been demonstrated. An independent evaluation of future needs is desirable.	2016	
Establish future plan for Parks Maintenance Facility.	PK/CD/ CM	The Parks Maintenance Facility is currently housed on SH 78. Council will consider whether this location is appropriate for the future.	2015	
Plan for the future of Old City Hall and potential loss of one recreation facility.	CM/PK	The building at 5560 SH 78 is owned by the city and houses the Chamber of Commerce and a community room. Once confirmation is received that the property is not encumbered, council will consider its future.	2015	

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Goal 1: Strategically invest in the city's existing and future infrastructure to ensure those needs are met.				
Strategy 3: Provide utility infrastructure to meet community growth.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Complete the construction of the PGBT Phase 1 sanitary sewer.	ENG/PW	Funding has been secured pending final agreements. Staff is working with the City Attorney's office.	2016	
Purchase property for future PGBT Water Tower.	ENG/CM	Funding was appropriated in the 2015 budget.	2015	
Finalize the design for the SE Lift Station.	ENG	Additional sanitary sewer capacity is needed to serve community growth.	2016	
Plan for water and sewer main upsizing and extensions for growth.	PW/ENG/ FIN/CM	Additional water and sanitary sewer capacity is required to serve the city's growth.	2016	
Maintain existing utility infrastructure adequately to protect public and environmental health.	PW/ENG	Identify opportunities to leverage planned projects to maximize the use of public infrastructure funding.	2016	

Goal 1: Strategically invest in the city's existing and future infrastructure to ensure those needs are met.				
Strategy 4: Maintain existing roadways and alleys to an acceptable level.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Fund and conduct a radar pavement evaluation to assess the condition of existing roads and alleys in Sachse.	ENG/FIN	Will result in a technically based needs evaluation and prioritization.	2017	
Schedule for and implement pavement marking replacement for all existing arterial and collector roadways in Sachse.	PW	Over the last five years, significant roadways have been improved and required ongoing maintenance.	2015	
Replace 10,000 linear feet of existing unserviceable sidewalks.	PW	Public Works replaces sidewalks annually.	2015	
Identify roadway reconstruction projects for FY 2016.	PW/ENG	Council will select 2016 reconstruction projects to be funded by Street Maintenance Tax funds.	2015	
Implement adopted maintenance projects in the CIP.	PW/ENG	Ongoing efforts to implement projects.	2016	
Explore funding partnership(s) for Miles Road school traffic improvements.	CM/ENG	Will result in improved traffic (pedestrian and vehicular) on Miles Road.	2015	

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Goal 2: Be a model of financial stewardship through growth management, responsible investment and financial transparency.				
Strategy 1: Budget to maintain and improve Sachse's current financial foundation.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Utilize Council's Strategic Plan as a basis for budgeting decisions and requests.	CC/ DEPT	Once adopted, Council's strategic plan will guide resource allocation.	2016	
Monitor annually the city's credit rating and maintain an excellent rating and low cost of capital.	FIN/CM	Proactively inform the Council of the city's credit position during forecasting and budgeting activities.	2015	
Review the city's financial policy.	FIN/CM	Review and update the city's financial policies with Council for updating.	2015	

Goal 2: Be a model of financial stewardship through growth management, responsible investment and financial transparency.				
Strategy 2: Identify and protect sources of recurring funds to invest in infrastructure maintenance.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Develop street maintenance use fact sheets and post them to the city's website.	CM/PW	Keep the public informed on the use of Street Maintenance Tax funds.	2015	
Define revenue volatility threshold acceptable for assignment to recurring capital costs.	FIN/CM	As the city addresses recurring capital cost funding, working with Council to develop acceptable funding volatility thresholds will result in better forecast modeling during various economic cycles.	2015	
Inform the city council on recurring funding options.	FIN/CM	As the city works to address meeting community needs and expectations, making informed decisions about recurring funding sources will become important to meeting those needs and expectations.	2015	

Goal 2: Be a model of financial stewardship through growth management, responsible investment and financial transparency.				
Strategy 3: Proactively prepare for foreseeable growth pattern shifts.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Anticipate and quantify the loss of existing residential development revenues after the end of current growth rates.	FIN	As the residential growth experienced by the city slows in coming years, preparing for the change in revenue will become increasingly more important.	2015	
Define multiple municipal financial scenarios that reflect possible commercial growth rates.	FIN/CD/ EDC	Sachse has entered a period of unprecedented commercial growth. The rate of that should be modeled to develop future municipal scenarios for planning.	2015	

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Goal 2: Be a model of financial stewardship through growth management, responsible investment and financial transparency.				
Strategy 4: Continue to achieve public finance gold standards in financial reporting.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Apply for the State of Texas Comptroller's Leadership Circle for Transparency and Reporting.	FIN/CM	Implement online check register.	2015	
Continue participation in GFOA certificate programs.	FIN	Continue achieving the Excellence in Financial Reporting and Distinguished Budget Presentation awards.	2015	

Goal 2: Be a model of financial stewardship through growth management, responsible investment and financial transparency.				
Strategy 5: Explore debt financing responsibly and maintain debt levels to a conservative percent of overall revenue.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Amend the financial policy to include overall debt guidelines.	FIN/CM/ CC	By adopting a policy for overall debt, the Council will establish a framework for future decisions.	2015	
Plan for laddering debt to maintain debt service at a maximum of 30% of the Ad Valorem Tax receipts.	FIN	Laddering debt can create future capacity and opportunities for less reliance on debt by the city.	2015	
Review opportunities for refunding existing bond debt.	FIN	The city's current aggregate debt extends to the year 2034. Looking for opportunities to refund a portion of that debt can create future opportunities and flexibility for the city.	2016	

Goal 3: Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.				
Strategy 1: Maintain an inviting community atmosphere for families.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Complete a city-wide parks and recreation survey for an update to the Parks Master Plan.	PK	The Parks Master Plan is updated every five years.	2015	
Develop a promotional video highlighting the Sachse Parks and Recreation offerings.	PK	A promotional video will leverage electronic media to keep citizens informed about various opportunities.	2015	
Maintain Tree City USA recognition for the 8th year.	PK	Continue Sachse's environmental stewardship.	2015	
Add an additional comprehensive playground safety check every year.	PK	Ensure the safety of the city's playground equipment and facilities.	2015	
Expand volunteer engagement and registration program.	PK/HR	Volunteers are key to having successful events in Sachse. Improving the volunteer program will provide additional opportunities for citizens to engage with their city.	2015	

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Goal 3: Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.				
Strategy 2: Offer exceptional community events.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Implement two additional community events.	PK	Continue with Sachse's tradition of offering best in class events.	2015	
Continue to partner with the SEDC and Chamber of Commerce to host the Red, White & Blue Blast.	PK/CM/ EDC	Collaboration with the city's partners led to the Red, White & Blue Blast being a marquee event for the city.	2015	
Include volunteer opportunities to enhance every community event.	PK/HR	Incorporating more volunteer opportunities where possible will strengthen community involvement and improve opportunities in the community.	2015	

Goal 3: Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.				
Strategy 3: Expand recreational amenities within the community.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Determine future parks facility needs during an update to the Parks Master Plan.	PK/CC	The Parks Master Plan is being updated.	2015	
Identify next major recreation amenity to pursue.	PK/CC	Targeting the next major amenity will align efforts and focus attention on accomplishing the project.	2015	

Goal 3: Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.				
Strategy 4: Creatively meet the wide range of needs in the community through the library's educational programs and services.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Exceed 100,000 material checkouts.	LIB	Continue providing materials the public wants.	2015	
Establish teen volunteer program for local youth.	LIB/HR	Improve, organize and simplify volunteer opportunities for area youth.	2015	
Host two new community based programs that promote community awareness and cultural interaction.	LIB	A hallmark of effective library programs is to meet the needs and wants of the community as they change over time.	2015	
Promote Summer Reading Club Programs through school librarians, childcare centers, and faith-based organizations.	LIB	Partnering with community organizations will maximize the effectiveness of informative efforts.	2015	
Increase collection by 3% of total materials.	LIB	The focus will be on the e-book collection which is still very new to the city.	2015	

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Goal 3: Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.				
Strategy 5: Partner with local organizations to maximize the public's benefit from facilities within existing use policies.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Partner with local organizations who are willing to host four community programs or events over the next year.	PK	Sachse has a rich history of leveraging non-municipal community facilities for the public's benefit.	2015	
Work with local scouting organizations to identify volunteer opportunities including two eagle scout projects.	PK	Eagle Scout projects have added several amenities to Sachse's facilities over the years. It is desirable to continue that partnership trend.	2015	
Finalize the Friends of Sachse Parks and Recreation memorandum of understanding.	PK	The City Attorney's office is working on a draft for review.	2015	

Goal 3: Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.				
Strategy 6: Expand the trail system to enhance multimodal transportation options.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Consider a trail alternative for the Sachse Road expansion.	ENG/ CM/CC	The project is in preliminary design. Considering a trail or special lane component is timely.	2015	
Install trail markers citywide.	PK/PW	Portions of sidewalks are incorporated into the trail system citywide. Marking them will make citizens aware of their existence.	2017	
Identify and apply for a trail grant.	PK/ENG	A grant would assist in bringing a trail project to completion.	2015	

Goal 4: Make Sachse more prosperous through job creation and quality development that adds community value.				
Strategy 1: Utilize the Economic Development Corporation to create an environment attractive to quality non-residential development.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Finalize a Sachse Economic Development Marketing Plan.	EDC	A key component of identifying and capitalizing on value-adding economic development opportunities is quality marketing initiatives.	2015	
Meet quarterly with key development and land owners in Sachse.	EDC	Being an effective partner in projects that add value to the community require beneficial relationships with the local development community.	2015	
Create a standard commercial development feedback loop to identify potential areas of customer-centric process improvements.	EDC/CD	Implementing a feedback loop will provide valuable information for continuously improving the development experience in Sachse.	2015	
Review existing development incentive policy with both the Economic Development Corporation and City Council.	EDC/CC	Continuity between the Council and Corporation is key to reducing development hurdles and minimizing developmental risk from the city side of the process.	2015	

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Goal 4: Make Sachse more prosperous through job creation and quality development that adds community value.				
Strategy 2: Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Complete SH 78 Visioning process and adopt 78 development & incentive plan.	CD/CM/ CTE/CC/ EDC	The SH 78 visioning process and action plan will start the process of targeted redevelopment on SH 78.	2015	
Complete installation of Phase 1 State Highway 78 roadway lighting.	ENG	Council approved funding for the Phase 1 Roadway Lighting Project and is in the process of selecting banners for the light poles.	2015	
Complete implementation of a railroad quiet zone in Sachse.	ENG	The Federal Railroad is reviewing Sachse's application.	2015	
Complete an industrial development feasibility evaluation for industrial land in close proximity to Ranch Road.	EDC	The Economic Development Corporation is evaluating the feasibility of industrial property south of Ranch Road.	2015	
Identify specific beautification alternatives for the SH 78 corridor and identify potential funding alternatives.	EDC	The Economic Development Corporation is working with a consultant to identify beautification options for SH 78 in Sachse.	2016	

Goal 4: Make Sachse more prosperous through job creation and quality development that adds community value.				
Strategy 3: Pursue businesses that meet the needs and wants of Sachse's citizens.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Actively pursue a minimum of three different regionally or nationally recognized fast casual restaurant chains underrepresented in Sachse's market for a possible new location in Sachse.	EDC	The Buxton retail analysis identified that residents want more quality restaurant options in Sachse.	2015	
Participate in marketing opportunities by placing advertisements in retail and restaurant market specific publications.	EDC	One component of an overall marketing plan is having a presence in market-specific publications.	2015	
Attend ICSC Dallas and Las Vegas retail development conventions.	EDC	Sachse's participation has gotten more sophisticated over the years and specific relationships with desirable businesses are being cultivated.	2015	

Goal 4: Make Sachse more prosperous through job creation and quality development that adds community value.				
Strategy 4: Review the Comprehensive Plan for updates and modifications.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Consider funding a comprehensive plan update during the current fiscal year.	CD/CM/ FIN	Council expressed a desire to investigate funding an update during 2015.	2015	

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Goal 5: Meet the public safety needs of a growing citizen, student and business population.				
Strategy 1: Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Advance E-Watch, Video Partnerships, and Lockbox programs to the benefit of the community.	PD/FD	Sachse continues to aggressively pursue innovative solutions to community needs.	2015	
Implement a rapid communication system in the city.	PD	Advances in technology have made it possible to implement rapid communication systems to benefit Sachse's citizens by helping to keep them safe.	2015	
Complete the transition to the regulatory-mandated digital radio system.	PD/FD	The federally mandated deadline to transition to a digital radio system is fast approaching. The Council has partially funded the transition and staff continues to work with the City of Garland to specify the actual costs to convert.	2016	
Complete recertification for Texas Police Chiefs Association Best Practices program.	PD	The Sachse Police Department is completing the first term as a recognized department.	2015	
Complete 50% of the Texas Fire Chiefs Best Practices program requirements.	FD	The Sachse Fire Rescue is beginning the process of certification.	2015	

Goal 5: Meet the public safety needs of a growing citizen, student and business population.				
Strategy 2: Achieve a fully operational Fire Station No. 2.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Reorganize Sachse Fire Rescue to incorporate a new Operations Captain.	FD	Council funding a new Operations Captain position in the FY 2015 budget.	2014	
Eliminate part time positions and provide existing response ability with full time staffing.	FD	One early step in improving the capabilities of the department is to convert to a full time department with no reliance on part time staff to meet minimum response capabilities.	2016/17	
Add sufficient staffing for a fully-operational Fire Station No. 2.	FD	Fully-operational means having sufficient staff to operate both an engine and ambulance out of FS No. 2.	2018/19	

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Goal 5: Meet the public safety needs of a growing citizen, student and business population.				
Strategy 3: Ensure the city is prepared in the event of an emergency.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Host two basic CERT courses for citizens.	FD/CERT	CERT is a key component to overall emergency response in Sachse.	2015	
Conduct two emergency response training exercises.	FD/PD	Ongoing training is required for operational readiness.	2015	
Review the Emergency Management Plan.	FD	The plan is due for a review and update.	2015	
Complete backup generator installations at Animal Shelter and Senior Center.	CD/PD	The ice storm of 2013 brought to light the need for backup generators at both facilities.	2015	
Evaluate CASA RADAR system and implementation timing.	FD	The CASA RADAR system is a regional radar web with the potential to provide emergency management personnel with detailed weather information in an emergency.	2015	
Update the City Council on infectious disease preparedness.	FD	The recent Ebola response in the region has prompted an increase in preparedness activities in every emergency response organization. Sachse has taken action to improve preparedness.	2015	

Goal 5: Meet the public safety needs of a growing citizen, student and business population.				
Strategy 4: Continue to grow the relationship of trust between the public and public safety.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Conduct biennial AOR meetings.	PD/CM	Conducting the community meetings provides opportunities for both staff and the public to interact in a productive way.	2015	
Enhance Sachse's National Night Out program.	PD	The annual National Night Out program is an important component of the public safety/citizen interaction plan.	2015	
Host two low-cost pet clinics at the Animal Shelter.	AS	The low-cost pet clinic is a popular event that is used by many citizens to keep their pets healthy.	2015	

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Goal 6: Provide excellent governmental services to Sachse's citizens.				
Strategy 1: Utilize technology to provide the public convenient access to municipal information.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Implement a new push communication system for general city information.	CM/PD	E-Watch has been successful, but should be limited to critical community communications. The city needs a tool that can be used to push more general information out to the public.	2015	
Implement online Parks and Recreation registration and reservation programs.	PK	Increasingly, citizens want more convenient methods to participate in their community. Providing more online capabilities is one way the city can meet that want.	2015	
Adopt a citywide social media policy.	CM/HR	The city will benefit from defining how social media is used in Sachse and by Sachse employees.	2015	
Add mobile message mobile capability.	PW	The city currently owns one mobile message board. Adding more will improve the city's ability to get information to the public in a timely manner.	2016	

Goal 6: Provide excellent governmental services to Sachse's citizens.				
Strategy 2: Proactively identify and pursue regulations that enhance quality of life and that protect the community.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Adopt updated building codes for development.	CD/FD	Advances in practice and technology result in the need for updating various codes used in the city.	2016	
Establish semi-annual ordinance review and updates.	CD	Aggregating code updates will streamline Council's review process.	2015	
Monitor emerging legislative trends.	CS/CM/ PD/FD	Legislative actions impact the city in a number of ways. Keeping abreast of current trends and actions is a key part of providing good services.	2015	

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Goal 6: Provide excellent governmental services to Sachse's citizens.				
Strategy 3: Develop programs and resources that attract and retain talented public service professionals.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Fully implement the first year of a new, employee driven, Sachse Shines program.	HR	An employee-centric recognition program that recognizes superior performance is one part of building a responsive culture within the organization.	2015	
Complete a citywide compensation study.	HR/CM	The Council funded a compensation study to quantify Sachse's competitiveness with the market and ability to retain quality staff.	2015	
Provide additional training opportunities for senior staff to stay abreast of emerging trends and best practices.	CM	The organization grows and the city benefits when senior staff members are equipped with the latest trend and best practices for providing services to citizens.	2016	
Update the Sachse Personnel Policy.	HR	As Sachse has grown in sophistication, an update of the personnel policy is needed.	2015	
Complete the implementation of an electronic time reporting system.	HR/FIN	An electronic system moves the city toward a more paperless environment and will streamline the reporting system.	2015	
Create a Sachse Wellness program.	HR	During the economic downturn, the wellness program was eliminated. Providing opportunities for improved wellness has a number of benefits to the organization and the employees.	2015	

Goal 6: Provide excellent governmental services to Sachse's citizens.				
Strategy 4: Continually enhance Sachse's approach to quality customer service.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Provide an option for automatic credit card drafting for utility bill payment.	FIN	The trend has been to provide more convenient ways for customers to pay bills.	2015	
Ensure prompt response to "how am I doing" and CivicPlus on citizen concerns.	CM/PK	Standardize the process for responding to customer comments to reduce variability in the customer experience.	2015	
Provide and require customer service training for initial contact personnel.	HR/PK	Providing a minimum competence course for all initial contact personnel will improve the customer experience.	2015	
Upgrade credit card terminals to chip technology.	FIN	Credit card security is improving and the city will adapt to the chip technology.	2015	
Add a cellular utility bill payment option.	FIN	Customers want more convenient ways to pay their bills.	2016	

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Goal 6: Provide excellent governmental services to Sachse's citizens.				
Strategy 5: Provide adequate tools and equipment needed to deliver exceptional services.				
Task/Action	**Dept**	**Progress/Update**	**Target Date**	**Completion Date**
Implement an RFID system for the Library.	LIB	Current state-of-the-industry practice for libraries is to implement self-check kiosks and to streamline the patron experience.	2017	
Continue equipment replacement program.	FIN	Improvements are being made to the planning and programming of the equipment replacement program.	2015	
Develop a draft multi-year apparatus replacement program.	FD	Fire response equipment comes at a significant cost. Planning for replacement of aging equipment is an important piece of overall readiness.	2015	
Implement a surplus property policy.	FIN/CM	Developing and implementing a surplus property policy will standardize how surplus property is treated at the end of its useful life.	2015	

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CITY OF SACHSE

STRATEGIC INITIATIVE PERFORMANCE MEASURES SUMMARY

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width.	# of collaborated projects	4	3	2	2
	Define additional municipal facility needs through 2024.	# of municipal facility needs met	-	1	6	13
		Research done for Parks Maintenance Facility	No	No	No	Yes
		Research done for Animal Control Facility				
	Provide utility infrastructure to meet community growth.	# of roadway miles added	-	5	5	5
		# of water main miles added	6	19	5	10
		# of sewer main miles added	11	6	11	12
		Purchased property for future PGBT Water Tower	No	No	No	Yes
	Maintain existing roadways and alleys to an acceptable level.	# of alley way repairs	40	35	40	45
		# of street repairs	55	50	45	50
		# of sidewalk repairs	30	40	50	60
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Review of financial policies	Yes	Yes	Yes	Yes
		City's annual bond rating	AA-	AA-	AA-	AA
		Strategic Plan updated	No	No	No	Yes
		# of Audit Findings	-	-	-	NA
	Identify and protect sources of recurring funds to invest in infrastructure maintenance.	# of streets funded using Street Maintenance Tax Funds	-	-	3	2
		# of projects funded by Roadway Impact Fees	0	0	0	0
		# of recurring revenue sources	6	6	7	7
		$ budgeted for 5-year Capital Improvement	47,024,768	56,441,040	50,673,701	57,992,362
	Proactively prepare for foreseeable growth pattern shifts.	Comprehensive Plan Updated (year)	2001	2001	2001	2001
	Continue to achieve public finance gold standards in financial reporting.	GFOA CAFR Award (# of years)	14	15	16	NA
		GFOA Budget Award (# of years)		1	2	3
	Explore debt financing responsibly and maintain debt levels to a conservative percent of overall revenue.	Debt Service Tax Rate	0.171925	0.201925	0.228125	0.211785
		Legal Debt Margin $	NA	25,152,414	28,957,665	42,321,203
		Amount of Debt Added $	-	-	-	9,470,000
		Amount of Debt Retired $	2,806,561	2,865,447	2,923,531	9,600,000

CITY OF SACHSE

STRATEGIC INITIATIVE PERFORMANCE MEASURES SUMMARY

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Maintain an inviting community atmosphere for families.	Tree City USA Award (# of years)	4	5	6	7
		Parks Acres Maintained	139	149	149	152
		# of playground equipment added or replaced	-	-	1	-
		# of employee functions	NA	NA	4	5
		# of Senior Citizen trips	602	649	663	642
	Offer exceptional community events.	# of Parks community events		12	13	13
		# of Seniors community events	22	135	79	91
		# of participants in activities and programs	20,710	23,564	24,686	25,925
	Expand recreational amenities within the community.	# of possible major recreational amenities identified	NA	NA	NA	NA
	Creatively meet the wide range of needs in the community through the library's educational programs and services.	# in collection	38,761	40,169	43,935	40,013
		# of Library programs	98	97	111	125
		# in attendance at programs	4,625	5,161	5,805	7,100
		New patrons	1,128	1,134	1,133	1,139
		# of participants in summer reading club	548	999	923	1,017
		E-books	-	-	928	1,190
	Partner with local organizations to maximize the public's benefit from facilities within existing use policies.	# of partnering organizations hosting events	NA	NA	NA	NA
		# of Eagle Scourt projects completed	1	3	2	2
	Expand the trail system to enhance multimodal transportation options.	# of multimodal trails	NA	NA	NA	NA
		# of trail markers	NA	NA	NA	NA
		# of Grants applied for	-	-	-	2
		# of Grants received	-	-	-	0
4. Make Sachse more prosperous through job creation and quality development that adds community value.	Utilize the Economic Development Corporation to create an environment attractive to quality non-residential development.	# of meetings with development and land owners	NA	NA	5	6
		Comprehensive Marketing Plan (year)	NA	NA	NA	2015
		# of grants awareded to Sachse businesses	NA	NA	NA	NA
	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor.	# of Abatements monitored	-	-	-	1
		Highway 78 development & incentive plan (year)	NA	NA	2014	2014
		# New business along Hwy 78	6	7	5	4
		# of grants offered to business along Hwy 78	NA	NA	NA	NA
		# of grants awarded to Hwy 78 businesses	NA	NA	NA	NA
	Pursue businesses that meet the needs and wants of Sachse's citizens.	# of new business contacts	8	65	75	84
		# of new businesses in Sachse	8	12	15	14
		# of promotional packages sent	18	30	40	84
	Review the Comprehensive Plan for updates and modifications.	Comprehensive Plan Updated	2001	2001	2001	2001

CITY OF SACHSE

STRATEGIC INITIATIVE PERFORMANCE MEASURES SUMMARY

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
5. Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.	# of members in Neighborhood Video Partnership	NA	NA	85	102
		# of participants in the Lockbox program	NA	NA	NA	15
		$ invested in digital radio conversion	-	-	450,000	300,000
		Tesax Police Chiefs Association Best Practices program (# of years)	-	-	1	2
		Texas Fire Chiefs Best Practices program (# of years)	-	-	-	1
		Participated in Warrant Roundup	Yes	Yes	Yes	Yes
		# of ticket writers purchased	-	-	-	8
	Achieve a fully operational Fire Station No. 2.	Add Operations Captain (year)	NA	NA	NA	2,015
		Convert to full time department and eliminate part-time staff (year)	NA	NA	NA	NA
	Ensure the city is prepared in the event of an emergency.	# of emergency response training exercises	1	1	1	2
		Emergency Management Plan (year)	2010	2010	2010	2010
		# of generators installed	NA	NA	1	1
	Continue to grow the relationship of trust between the public and public safety.	# of AOR meetings	NA	NA	NA	NA
		# of National Night Out neighborhood participations	NA	NA	NA	13
		# of low-cost pet clinics	-	-	1	2
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	# of mobile message boards	2	3	4	5
		Social Media policy (year)	NA	NA	NA	NA
		# of citizens registering online for events	1,113	1,150	1,150	1175
		# of postings on City website	214	236	247	272
	Proactively identify and pursue regulations that enhance quality of life and that protect the community.	Adopted building codes (year)	NA	2013	2013	2013
		# of ordinances updated	28	28	20	18
		# of legislative actions impacting the city	NA	245	NA	203
	Develop programs and resources that attract and retain talented public service professionals.	# of employees recognized using Sachse Shines program	NA	NA	NA	66
		# of employees in Sachse Wellness program	-	-	-	84
		# of employees retained for 5 years	NA	87	78	81
		# of new employees	25	28	32	30
		Payroll Checks	771	817	560	320
		Payroll Direct Deposits	3,347	3,656	4,509	3,966
	Continually enhance Sachse's approach to quality customer service.	# of customers sigend up for automactic credit card drafting	0	0	0	174
		# of responses to "how am I doing" and CivicPlus	NA	175	80	90
		# of credit card terminals upgraded to chip & pin technology	-	-	-	-
		Offer customer service training	No	No	No	Yes
	Provide adequate tools and equipment needed to deliver exceptional services.	$ funding reserved for equipment replacement program	-	-	-	-
		# of items considered surplus property	NA	NA	NA	15

CITY OF SACHSE

CITY MANAGER

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width.	# of collaborated projects	4	3	2	2
	Define additional municipal facility needs through 2024.	# of municipal facility needs met	NA	NA	NA	4
	Provide utility infrastructure to meet community growth.	Purchased property for future PGBT Water Tower	No	No	No	Yes
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Review of financial policies	Yes	Yes	Yes	Yes
		Strategic Plan Updated	No	No	No	Yes
		Change in budgeted expenditures	(69,036)	(21,275)	7,043	29,107
	Identify and protect sources of recurring funds to invest in infrastructure maintenance.	$ budgeted for 5-year Capital Improvement	47,024,768	56,441,040	50,673,701	57,992,362
		# of recurring revenue sources	6	6	7	7
	Continue to achieve public finance gold standards in financial reporting.	GFOA CAFR Award (# of years)	14	15	16	NA
		GFOA Budget Award (# of years)		1	2	3
	Explore debt financing responsibly and maintain debt levels to a conservative percent of overall revenue.	Debt Service Tax Rate	0.171925	0.201925	0.228125	0.211785
		Legal Debt Margin $	NA	25,152,414	28,957,665	42,321,203
		Amount of Debt Added $	-	-	-	9,470,000
		Amount of Debt Retired $	2,806,561	2,865,447	2,923,531	9,600,000
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Offer exceptional community events.	# of participants in activities and programs	25,335	28,725	30,491	33,025
	Expand the trail system to enhance multimodal transportation options.	# of multimodal trails	NA	NA	NA	-
		# of trail markers	NA	NA	NA	-
		# of Grants applied for	-	-	-	2
		# of Grants received	-	-	-	0
4. Make Sachse more prosperous through job creation and quality development that adds community value.	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor.	# of Abatements monitored	-	-	-	1
		Highway 78 development & incentive plan (year)	NA	NA	2014	2014
		# New business along Hwy 78	6	7	5	4
		# of grants offered to business along Hwy 78	NA	NA	NA	NA
		# of grants awarded to Hwy 78 businesses	NA	NA	NA	NA
	Review the Comprehensive Plan for updates and modifications.	Comprehensive Plan Updated (year)	2001	2001	2001	2001
5. Meet the public safety needs of a growing citizen, student and business population.	Continue to grow the relationship of trust between the public and public safety.	# of Community Functions	30	10	10	10

CITY OF SACHSE

CITY MANAGER

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	Social Media policy (year)	NA	NA	NA	NA
		# of postings on City website	4	5	5	6
	Proactively identify and pursue regulations that enhance quality of life and that protect the community.	# of legislative actions impacting the city	NA	67	NA	87
	Develop programs and resources that attract and retain talented public service professionals.	# of employees recognized using Sachse Shines program	NA	NA	NA	66
		# of employees retained for 5 years	NA	87	78	81
	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	7	4	1
		Offer customer service training	No	No	No	Yes
	Provide adequate tools and equipment needed to deliver exceptional services.	$ funding reserved for equipment replacement program	-	-	-	-

NA = Not Available

CITY OF SACHSE

CITY SECRETARY

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sache's current financial foundation.	Change in budgeted expenditures	(5,416)	5,533	(10,205)	7,976
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	Social Media policy (year)	NA	NA	NA	NA
		# of postings on City website	84	85	81	92
	Proactively identify and pursue regulations that enhance quality of life and that protect the community.	# of ordinances updated	28	28	20	18
		# of legislative actions impacting the city	NA	67	NA	87
	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	2	3	4
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

HUMAN RESOURCES

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	1,406	3,959	(9,327)	53,527
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Maintain an inviting community atmoshere for families.	# of employee functions	NA	NA	4	5
	Creatively meet the wide range of needs in the community through the library's educational programs and services.	# of volunteers	NA	NA	NA	NA
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	Social Media policy (year)	NA	NA	NA	NA
		# of postings on City website	6	5	6	7
	Develop programs and resources that attract and retain talented public service professionals.	# of employees recognized using Sachse Shines program	NA	NA	NA	66
		# of employees in Sachse Wellness program	-	-	-	84
		# of employees retained for 5 years	NA	87	78	81
		# of new employees	25	28	32	30
	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	7	6	4
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

FINANCE

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width.	# of collaborated projects	4	3	2	2
	Provide utility infrastructure to meet community growth.	Purchased property for future PGBT Water Tower	No	No	No	Yes
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Review of financial policies	Yes	Yes	Yes	Yes
		City's annual bond rating	AA-	AA-	AA-	AA
		Strategic Plan updated	No	No	No	Yes
		Change in budgeted expenditures	(22,846)	(380)	10,105	64,062
		# of Audit Findings	-	-	-	NA
	Identify and protect sources of recurring funds to invest in infrastructure maintenance.	# of recurring revenue sources	6	6	7	7
		$ budgeted for 5-year Capital Improvement	47,024,768	56,441,040	50,673,701	57,992,362
	Proactively prepare for foreseeable growth pattern shifts.	Comprehensive Plan Updated (year)	2001	2001	2001	2001
	Continue to achieve public finance gold standards in financial reporting.	GFOA CAFR Award (# of years)	14	15	16	NA
		GFOA Budget Award (# of years)		1	2	3
	Explore debt financing responsibly and maintain debt levels to a conservative percent of	Debt Service Tax Rate	0	0	0	0
		Legal Debt Margin $	NA	25,152,414	28,957,665	42,321,203
		Amount of Debt Added $	-	-	-	9,470,000
		Amount of Debt Retired $	2,806,561	2,865,447	2,923,531	9,600,000
4. Make Sachse more prosperous through job creation and quality development that adds community value	Review the Comprehensive Plan for updates and modifications.	Comprehensive Plan Updated	2001	2001	2001	2001
6. Provide excellent governmental services to Sachse's citizens.	Develop programs and resources that attract and retain public service professionals.	Payroll Checks	771	817	560	320
		Payroll Direct Deposits	3,347	3,656	4,509	3,966
	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	-	-	-
		# of credit card terminals upgraded to chip & pin technology	-	-	-	-
		Offer customer service training	No	No	No	Yes
	Provide adequate tools and equipment needed to deliver exceptional services.	$ funding reserved for equipment replacement program	-	-	-	-
		# of items considered surplus property	NA	NA	NA	15
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

MUNICIPAL COURT

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(3,702)	4,621	4,580	14,210
5. Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.	Participated in Warrant Roundup	Yes	Yes	Yes	Yes
		# of ticket writers purchased	-	-	-	8
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to	# of postings on City website	NA	8	4	6
	Proactively identify and pursue regulations that enhance quality of life and that protect the community.	# of legislative actions impacting the city	NA	18	NA	14
	Continue to enhance Sachse's approach to excellent customer service.	# of responses to "how am I doing" and CivicPlus	NA	-	2	6
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

PARKS AND RECREATION

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met	Define additional municipal facility needs through 2024.	Research done for Parks Maintenance Facility	No	No	No	Yes
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	49,840	43,385	15,426	121,018
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Maintain an inviting community atmosphere for families.	Tree City USA Award (# of years)	4	5	6	7
		Parks Acres Maintained	139	149	149	152
		# of playground equipment added or replaced	-	-	1	-
	Offer exceptional community events.	# of Parks community events		12	13	13
		# of participants in activities and programs	5,010	5,109	5,186	5,480
	Expand recreational amenities within the community.	# of possible major recreational amenities identified	NA	NA	NA	NA
	Partner with local organizations to maximize the public's benefit from facilities within existing use policies.	# of partnering organizations hosting events	NA	NA	NA	NA
		# of Eagle Scourt projects completed	1	3	2	2
	Expand the trail system to enhance multimodal transportation options.	# of multimodal trails	NA	NA	NA	-
		# of trail markers	NA	NA	NA	-
		# of Grants applied for	-	-	-	2
		# of Grants received	-	-	-	0
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	# of mobile message boards	NA	NA	NA	1
		# of citizens registering online for events	1,113	1,150	1,150	1,175
		# of postings on City website	18	18	21	23
	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	22	14	15
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

SENIOR PROGRAMS

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and finanical transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	6,170	2,294	2,214	8,535
3. Provide a high quality of life environment for families, individuals, business, and other organizations in Sachse.	Maintain an inviting community atmosphere for families.	# of Senior Citizen trips	602	649	663	642
	Offer exceptional community events.	# of Seniors community events	22	135	79	91
		# of participants in activities and programs	15,700	18,455	19,500	20,445
6. Provide excellent governmental services to Sachse's citizens.	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	3	1	3
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

LIBRARY

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and finanical transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(19,482)	10,387	3,566	32,081
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Creatively meet the wide range of needs in the community through the library's educational programs and services.	# in collection	38,761	40,169	43,935	40,013
		# of Library programs	98	97	111	125
		# in attendance at programs	4,625	5,161	5,805	7,100
		New patrons	1,128	1,134	1,133	1,139
		# of participants in summer reading club	548	999	923	1,017
		E-books	-	-	928	1,190
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	# of postings on City website	84	97	108	110
	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	67	13	21
		Offer customer service training	No	No	No	Yes
	Provide adequate tools and equipment needed to deliver exceptional services.	Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

COMMUNITY DEVELOPMENT

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(48,818)	9,462	9,337	77,317
	Proactively prepare for foreseeable growth pattern shifts.	Comprehensive Plan Updated	2001	2001	2001	2001
4.Make Sachse more prosperous through job creation and quality development that adds community value.	Utilize the Economic Development Corporation to create an environment attractive to quality non-residential development.	# of meetings with development and land owners	NA	NA	5	6
	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor.	# of Abatements monitored	-	-	-	1
	Review the Comprehensive Plan for updates and modifications.	Comprehensive Plan Updated	2001	2001	2001	2001
5.Meet the public safety needs of a growing citizen, student and business	Ensure the city is prepared in the event of an emergency.	# of generators installed	NA	NA	1	1
6. Provide excellent governmental services to Sachse's citizens.	Proactively identify and pursue regulations that enhance quality of life and that protect the community.	Adopted building codes (year)	NA	2013	2013	2013
		# of legislative actions impacting the city	NA	19	NA	23

NA = Not Available

CITY OF SACHSE

STREETS & DRAINAGE

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Maintain existing roadways and alleys to an acceptable level.	# of alley way repairs	40	35	40	45
		# of street repairs	55	50	45	50
		# of sidewalk repairs	30	40	50	60
2. Be a model of finanical stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	8,130	223,672	(77,957)	(3,253)
	Identify and protect sources of recurring funds to invest in infrastructure maintenance.	# of streets funded using Street Maintenance Tax Funds	-	-	3	2
		# of projects funded by Roadway Impact Fees	0	0	0	0
		$ budgeted for Streets 5-year Capital Improvement	21,714,568	35,448,000	29,194,000	29,369,304
3. Provide a high qualify of life environment for families, individuals, businesses, and other organizations in Sachse.	Expand the trail system to enhance mutimodal transportation options.	# of multimodal trails	-	-	-	-
		# of trail markers	-	-	-	-
		# of Grants applied for	1	1	1	1
		# of Grants received	1	1	1	1
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	# of mobile message boards	1	2	2	2
		# of postings on City website	5	6	8	13

NA = Not Available

CITY OF SACHSE

FACILITIES MAINTENANCE

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024.	# of municipal facility needs met	NA	NA	5	8
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(812)	27,175	(16,943)	58,309
5. Meet the public safety needs of a growing citizen, student and business population.	Ensure the city is prepared in the event of an emergency.	# of generators installed	NA	NA	1	1
6. Provide excellent governmental services to Sachse's citizens.	Continually enhance Sachse's approach to quality customer service.	# of responses to "how am I doing" and CivicPlus	NA	5	5	8
		Offer customer service training	No	No	No	Yes

NA = Not Available

CITY OF SACHSE

POLICE DEPARTMENT

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(9,021)	188,627	(96,545)	643,306
5. Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.	# of members in Neighborhood Video Partnership	NA	NA	85	102
		# of participants in the Lockbox program	NA	NA	NA	15
		$ invested in digital radio conversion	-	-	450,000	300,000
		Tesax Police Chiefs Association Best Practices program (# of years)			1	2
		Participated in Warrant Roundup	Yes	Yes	Yes	Yes
	Ensure the city is prepared in the event of an emergency.	# of emergency response training exercises	1	1	1	2
		Emergency Management Plan (year)	2010	2010	2010	2010
	Continue to grow the relationship of trust between the public and public safety.	# of AOR meetings	NA	NA	NA	NA
		# of National Night Out neighborhood participations	NA	NA	NA	13
6. Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information.	# of mobile message boards	1	1	2	2
		# of postings on City website	13	12	14	15
	Proactively identify and pursue regulations that enhance quality of life and that protect the community.	# of legislative actions impacting the city	NA	52	NA	55

NA = Not Available

CITY OF SACHSE

ANIMAL CONTROL

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024.	Research done for Animal Control Facility	No	No	No	Yes
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(171)	5,298	20,627	23,445
5. Meet the public safety needs of a growing citizen, student and business population.	Ensure the city is prepared in the event of an emergency.	# of emergency response training exercises	1	1	1	2
		Emergency Management Plan (year)	2010	2010	2010	2010
	Continue to grow the relationship of trust between the public and public safety.	# of low-cost pet clinics	-	-	1	2

NA = Not Available

CITY OF SACHSE

FIRE / EMS DEPARTMENT

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest the the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024.	# of municipal facility needs met	-	1	1	1
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	(50,869)	111,574	(7,792)	573,418
5. Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.	# of participants in the Lockbox program	NA	NA	NA	15
		$ invested in digital radio conversion	-	-	450,000	300,000
		Texas Fire Chiefs Best Practices program (# of years)	-	-	-	1
	Achieve a fully operational Fire Station No. 2.	Add Operations Captain (year)	NA	NA	NA	2015
		Convert to full time department and eliminate part-time staff (year)	NA	NA	NA	NA
	Ensure the city is prepared in the event of an emergency.	# of emergency response training exercises	1	1	1	2
		Emergency Management Plan (year)	2010	2010	2010	2010

NA = Not Available

CITY OF SACHSE

ENGINEERING

Goals	Strategic Initiatives	Measures	FY 2012	FY 2013	FY 2014	FY 2015
1. Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width.	# of collaborated projects	4	3	2	2
	Provide utility infrastructure to meet community growth.	# of roadway miles added	-	5	5	5
		# of water main miles added	6	19	5	10
		# of sewer main miles added	11	6	11	12
	Maintain existing roadways and alleys to an acceptable level.	# of alley way repairs	40	35	40	45
		# of street repairs	55	50	45	50
		# of sidewalk repairs	30	40	50	60
2. Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation.	Change in budgeted expenditures	84,972	21,080	(10,273)	26,686
3. Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Expand the trail system to enhance multimodal transportation options.	# of multimodal trails	-	-	-	-
		# of trail markers	-	-	-	-
4. Make Sachse more prosperous through job creation and quality development that adds community value.	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor.	Highway 78 development & incentive plan (year)	NA	NA	2014	2014

NA = Not Available

Budget Calendar (2015-2016 Fiscal Year)

February	City Council review of Comprehensive Annual Financial Report
February	Finance Department updates historical information and worksheet.
March 4	Budget kick off meeting with departments
March 31	Combined Services, IT related and payroll related budget requests due.
April – June	Analysis of revenue assumptions and forecast revenue for next fiscal year
May 1	Departmental operating budget requests due to Finance Department.
May 13	SEDC Board meeting to discuss Budget
May 29	Chief appraiser certifies estimate of taxable values.
June 1	Finance Department presents total budget requests to City Manager.
June 1	Public Hearing to allow early citizen input
June 1 – June 5	City Manager reviews budget requests with departments and provides preliminary direction regarding appropriate budget guidelines and strategy.
June 10	SEDC Preliminary draft Budget to SEDC Board
June 12	Revised budgets due to Finance Director from departments.
June 15	Council discussion of preliminary budget and multi-year projections; semi-annual review of strategic plan
June 26	Draft for presentation to City Council presented to City Manager
July 8	EDC Board meeting to discuss Budget
July 11	Budget Workshop for Departmental Budget Presentations
July 20	Council Workshop Session-discuss budget and tax rate
July 24	Certified values available from Appraisal Districts
August 3	Calculation of Effective/Rollback Rates by Dallas County
August 3	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 5	Publication of Effective and Rollback rates and required schedules

August 5	Publish 1st quarter page notice: "Notice of Public Hearing on Tax Increase"
August 12	SEDC Board meeting to adopt budget
August 17	Regular City Council meeting; First Public Hearing on budget; First Public Hearing on tax rate; discuss budget and tax rate.
September 1	Special City Council meeting; discuss budget and tax rate (optional); Second Public Hearing on budget and Second Public hearing on tax rate.
September 9	Publish 2nd quarter page notice "Notice of Tax Revenue Increase."
September 14	Special 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. 3684

AN ORDINANCE OF THE CITY OF SACHSE, TEXAS, APPROVING AND ADOPTING THE BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016; 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, as required by 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, 2015, and ending September 30, 2016; and

WHEREAS, the City Council has received the City Manager's proposed budget, a copy of which and all supporting schedules have been filed with the City Secretary of the City of Sachse, Texas; and

WHEREAS, the City Council has conducted the necessary public hearings as required by law; and

WHEREAS, after full and final consideration, it is the opinion of the Sachse City Council that the 2015-2016 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, THAT:

SECTION 1. The proposed budget of the revenue and expenditures necessary for conducting the affairs of the City of Sachse, Texas, said budget being in the amount of $31,566,051, providing for a complete financial plan for the fiscal year beginning October 1, 2015, and ending September 30, 2016, as submitted to the City Council by the City Manager, a copy of which is on file with the City Secretary's office, be and the same is hereby adopted and approved as the budget of the City of Sachse for the fiscal year beginning October 1, 2015, and ending September 30, 2016.

SECTION 2. The sum of $31,566,051 is hereby appropriated for payment of the expenditures established in the approved budget for the fiscal year being October 1, 2015, and ending September 30, 2016.

SECTION 3. The expenditures during the fiscal year beginning October 1, 2015, and ending September 30, 2016, shall be made in accordance with the budget approved by this Ordinance unless otherwise authorized by a duly enacted ordinance of the City of Sachse, Texas.

SECTION 4. All budget amendments and transfers of appropriations budgeted from one account or activity to another within any individual activity for the fiscal year 2014 – 2015 are hereby ratified, and the budget approval for fiscal year 2014-2015, 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 5. Specific authority is given to the City Manager to make the following adjustments:

1. Transfer of appropriations budgeted from one account classification to another account classification within the same department.

2. Transfer of appropriations from designated appropriation from one department or activity to another department or activity within the same fund.

SECTION 6. All provisions of 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 7. 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 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 14 day of September, 2015.

APPROVED:

Mike Felix
Mayor

DULY ENROLLED:

Michelle Lewis Sirianni
City Secretary

APPROVED AS TO FORM:

Peter G. Smith

Peter G. Smith
City Attorney
(PGS:9-9-15:TM 73207)

ORDINANCE NO. 3685

AN ORDINANCE OF THE CITY OF SACHSE, TEXAS, LEVYING AD VALOREM TAXES FOR THE YEAR 2015 (FISCAL YEAR 2015 - 2016) AT A RATE OF $0.757279 PER ONE HUNDRED DOLLARS ($100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF SACHSE AS OF JANUARY 1, 2015, 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 2015 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 $0.757279 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 $0.572279 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 $0.185000 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 11.22 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATION ON A $100,000 HOME BY APPROXIMATELY $13.25.

SECTION 2. All ad valorem taxes shall become due and payable on October 1, 2015, and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2016. There shall be no discount for payment of taxes prior to February 1, 2016. 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, 2016, 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 2015 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 2015 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 14 day of September, 2015.

APPROVED:

Mike Felix
Mayor

DULY ENROLLED:

Michelle Lewis Sirianni
City Secretary

APPROVED AS TO FORM:

Peter G. Smith
City Attorney
(PGS 9-9-15 TM 73206)

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.

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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 2016 Combined Summary of Budget by Fund

	Governmental Funds			
	General Fund	*Debt Service Fund*	*Capital Projects*	*Special Revenue*
Beginning Resources	**$ 6,883,187**	**$ 336,380**	**$ 5,275,346**	**$ 888,586**
Current Revenues				
Ad Valorem Taxes	$ 9,106,824	$ 3,001,087		
Charges for Services	678,700			57,200
Fines	275,000			
Grants & Donations	-			
Interest, Rent & Leases	12,000	1,500	5,000	480
Miscellaneous	53,514			
Sales Taxes	1,244,094			
Franchise Taxes	1,590,122			
Licenses & Permits	535,500			
Intragovernmental	321,646			
Use of Fund Balance				
Total - Current Revenue	***$ 13,817,400***	***$ 3,002,587***	***$ 5,000***	***$ 57,680***
Transfer from Other Funds	$ 986,945		$ 200,000	
TOTAL AVAILABLE RESOURCES	**$ 21,687,532**	**$ 3,338,967**	**$ 5,480,346**	**$ 946,266**
Current expenditures				
General Government	$ 1,561,434			$ 83,200
Capital Outlay	388,500			
Community Development	750,395			
Debt Service	-	2,879,433		
Public Safety	7,219,223			18,000
Public Works	1,819,532		1,963,012	
Culture & Recreation	1,363,128			129,000
Nondepartmental	468,431			
Total Expenditures	***$ 13,570,643***	***$ 2,879,433***	***$ 1,963,012***	***$ 230,200***
Transfer to Other Funds	$ 1,173,203	$ 138,194		
ENDING FUND BALANCE	**$ 6,943,686**	**$ 321,340**	**$ 3,517,334**	**$ 716,066**
***TARGET FUND BALANCE**	$ 3,392,661	$ 239,953	$ -	$ -
FUND BALANCE SURPLUS	$ 3,551,026	$ 81,388	$ 3,517,334	$ 716,066

*** 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**

		Internal Service Funds	Enterprise Funds	Component Unit	
Impact Fee Fund	*Street Maintenance Tax*	*Health Insurance Fund*	*Utility Fund*	*4B Economic Development*	*COMBINED TOTAL*
$ 5,257,991	**$ 82,006**	**$ 195,958**	**$ 3,204,425**	**$ 4,692,225**	**$ 26,816,106**
					-
					$ 12,107,911
325,000			9,128,251		**9,864,151**
					275,000
					-
5,000	200	80	2,500	8,000	**29,760**
					53,514
	304,879			609,759	**2,158,732**
					1,590,122
					535,500
$ 330,000	***$ 305,079***	***$ 80***	***$ 9,130,751***	***$ 617,759***	**$ 26,936,336**
		$ 1,052,147	$ 138,194		**$ 2,377,286**
$ 5,587,991	**$ 387,085**	**$ 1,248,185**	**$ 12,473,370**	**$ 5,309,984**	**$ 50,871,736**
		$ 107,928	$ 446,398	$ 379,271	**$ 2,578,231**
			587,700	164,000	**1,140,200**
		60,504			**810,899**
			138,194		**3,017,627**
		492,463			**7,729,686**
728,000	314,879	164,797	6,793,057		**11,055,277**
		89,254			**1,581,382**
		79,032			**547,463**
$ 728,000	***$ 314,879***	***$ 993,978***	***$ 7,965,349***	***$ 543,271***	**$ 29,188,765**
			$ 1,009,349	$ 56,540	**$ 2,377,286**
$ 4,859,991	**$ 72,206**	**$ 254,208**	**$ 3,498,672**	**$ 4,710,173**	**$ 24,893,678**
$ -	$ -	$ -	$ 1,593,070	$ -	
$ 4,859,991	$ 72,206	$ 254,208	$ 1,905,603	$ 4,710,173	

	Projected Beginning Fund Balance 10/01/2015	Proposed Revenue & Financing Sources 2015-2016	Proposed Expenditures & Financing Uses 2015-2016	Budgeted Ending Fund Balance 2015-2016	Fund Balance Variance by %
Summary of Funds with Variance					
Governmental Operating Funds					
General Fund	$ 6,883,187	$ 14,804,345	$ 14,743,846	$ 6,943,686	1%
Debt Service Fund	336,380	3,002,587	3,017,627	321,340	-4%
Total Governmental Funds	***7,219,567***	***17,806,932***	***17,761,473***	***7,265,027***	
Enterprise Funds					
Utility Fund	3,204,425	9,268,945	8,974,698	3,498,672	9%
Total Enterprise Funds	***3,204,425***	***9,268,945***	***8,974,698***	***3,498,672***	
Total Operating Funds	***10,423,992***	***27,075,877***	***26,736,171***	***10,763,699***	
Component Units					
SEDC	4,692,225	617,759	599,811	4,710,173	0%
Total Component Units	***4,692,225***	***617,759***	***599,811***	***4,710,173***	
Capital Project Fund					
Capital Project Fund	**5,275,346**	**205,000**	**1,963,012**	**3,517,334**	-33%
Total Capital Project Funds	***5,275,346***	***205,000***	***1,963,012***	***3,517,334***	
Special Revenue					
Special Revenue	888,586	57,680	230,200	716,066	-19%
Impact Fee Fund	5,257,991	330,000	728,000	4,859,991	-8%
Street Maintenance Tax Fund	82,006	305,079	314,879	72,206	-12%
Total Special Revenue	***6,228,583***	***57,680***	***230,200***	***5,648,263***	
Internal Service Fund					
Health Insurance Fund	195,958	1,052,227	993,978	254,207	30%
Total Internal Service Fund	***195,958***	***1,052,227***	***993,978***	***254,207***	
Total of all Funds	***$ 26,816,106***	***$ 29,008,543***	***$ 30,523,172***	***$ 24,893,678***	

Fund Balance % Variance greater than 10% Explanation

Capital Project Fund: Capital expenditures budgeted for in the Capital Project Fund are done so primarily from existing fund balance and additional revenue is not expected for the 2015-206 Fiscal Year.

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 2015-2016 fiscal year, significant expenditures are planned from Court Security, Court Technology, Police Training, EMS Training , Park Development, PEG fees, and previous grants and donations for Library, Animal Shelter, and Senior Citizen Program.

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.

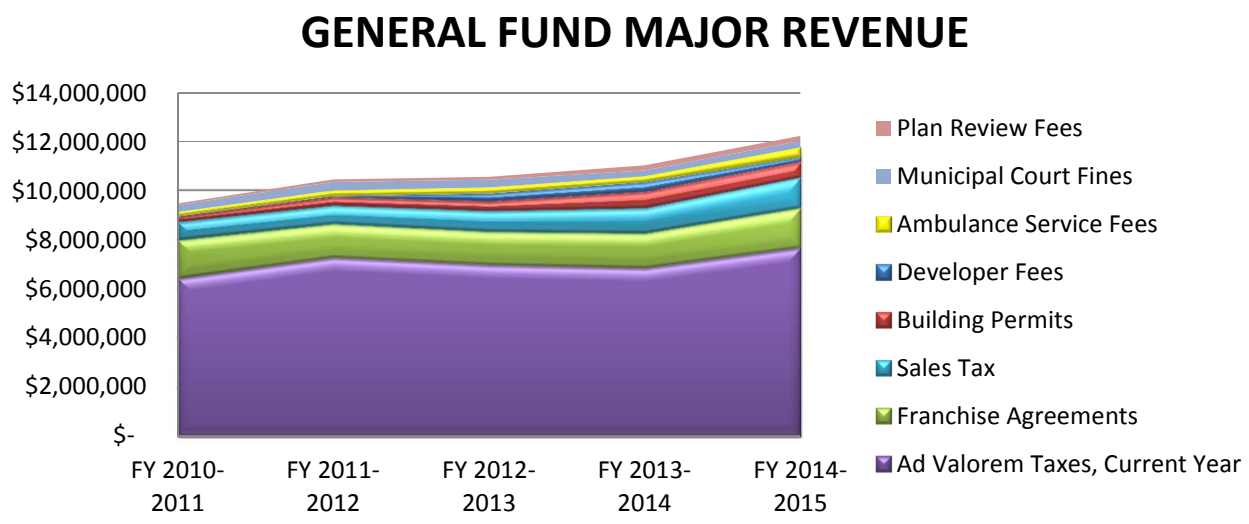
Health Insurance Fund: Revenues accumulated in the Health Insurance Fund are the result of transfers from the General and Utility Fund for employee insurance. Budgeted amounts retained at the end of each year are for future risk.

MULTI YEAR SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016
ALL FUNDS

	Projected FY 2014/15	Approved Budget FY 2015/16	Projected Budget FY 2016/17	Projected Budget FY 2017/18
GENERAL FUND				
Beginning Fund Balance	$ 6,091,579	$ 6,883,187	$ 6,943,686	$ 7,244,821
Total Revenues	13,791,390	14,804,345	15,487,296	16,202,677
Total Expenditures	12,999,781	14,743,846	15,186,162	15,641,746
Ending Fund Balance	$ 6,883,187	$ 6,943,686	$ 7,244,821	$ 7,805,751
UTILITY FUND				
Beginning Fund Balance	$ 1,719,995	$ 3,204,425	$ 3,498,672	$ 3,801,747
Total Revenues	8,987,175	9,268,945	9,547,013	9,833,424
Total Expenditures	7,502,744	8,974,698	9,243,939	9,521,257
Ending Fund Balance	$ 3,204,425	$ 3,498,672	$ 3,801,747	$ 4,113,913
DEBT SERVICE FUND				
Beginning Fund Balance	$ 290,913	$ 336,380	$ 321,340	$ 323,740
Total Revenues	3,003,464	3,002,587	3,050,000	3,060,000
Total Expenditures	2,957,998	3,017,627	3,047,601	3,059,809
Ending Fund Balance	$ 336,380	$ 321,340	$ 323,740	$ 323,931
CAPITAL PROJECTS FUND				
Beginning Fund Balance	$ 5,902,418	$ 5,275,346	$ 3,517,334	$ 1,728,484
Total Revenues	1,183,351	205,000	211,150	217,485
Total Expenditures	1,810,423	1,963,012	2,000,000	76,173
Ending Fund Balance	$ 5,275,346	$ 3,517,334	$ 1,728,484	$ 1,869,796
SPECIAL REVENUE FUND				
Beginning Fund Balance	$ 682,465	$ 888,586	$ 716,066	$ 538,370
Total Revenues	256,409	57,680	59,410	61,193
Total Expenditures	50,289	230,200	237,106	244,219
Ending Fund Balance	$ 888,586	$ 716,066	$ 538,370	$ 355,344
IMPACT FEE FUND				
Beginning Fund Balance	$ 3,598,508	$ 5,257,991	$ 4,859,991	$ 4,450,051
Total Revenues	1,659,483	330,000	339,900	350,097
Total Expenditures	-	728,000	749,840	772,335
Ending Fund Balance	$ 5,257,991	$ 4,859,991	$ 4,450,051	$ 4,027,813
STREET MAINTENANCE TAX FUND				
Beginning Fund Balance	$ 63,421	$ 82,006	$ 72,206	$ 62,112
Total Revenues	310,834	305,079	314,231	323,658
Total Expenditures	292,248	314,879	324,325	334,055
Ending Fund Balance	$ 82,006	$ 72,206	$ 62,112	$ 51,716

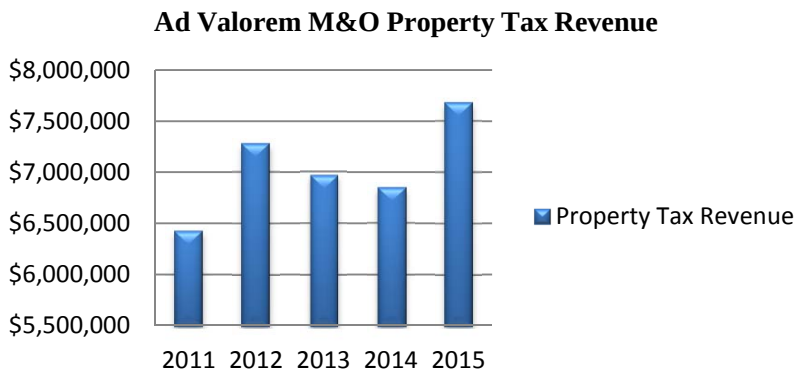
HEALTH INSURANCE FUND				
Beginning Fund Balance	$ 66,488	$ 195,958	$ 254,208	$ 314,204
Total Revenues	866,130	1,052,227	1,083,794	1,116,308
Total Expenditures	736,659	993,978	1,023,797	1,054,511
Ending Fund Balance	$ 195,958	$ 254,208	$ 314,204	$ 376,001
TOTAL ALL FUNDS				
Beginning Fund Balance	$ 18,415,787	$ 22,123,880	$ 20,183,504	$ 18,463,529
Total Revenues	30,058,236	29,025,863	30,092,795	31,164,841
Total Expenditures	26,350,143	30,966,239	31,812,770	30,704,106
Ending Fund Balance	$ 22,123,880	$ 20,183,504	$ 18,463,529	$ 18,924,264

GENERAL FUND OVERVIEW



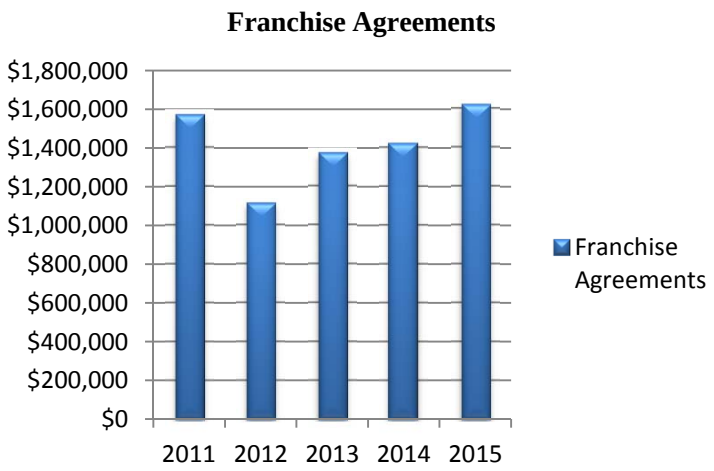
Ad Valorem Property Taxes, Current Year (100%)

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	2015 Revenue Projection	2016 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. 1,612,479,345 B. .572279 cents C. 100% collection	$ 7,682,583	$ 9,040,824

GENERAL FUND OVERVIEW



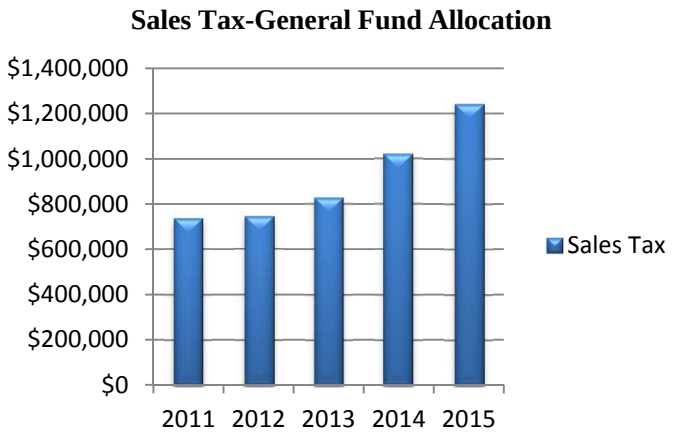
Franchise Agreements (13%)

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, 27%
Electric, 30%
Cable TV, 22%
Gas, 15%
Solid Waste, 3% and
Telephone, 2%.

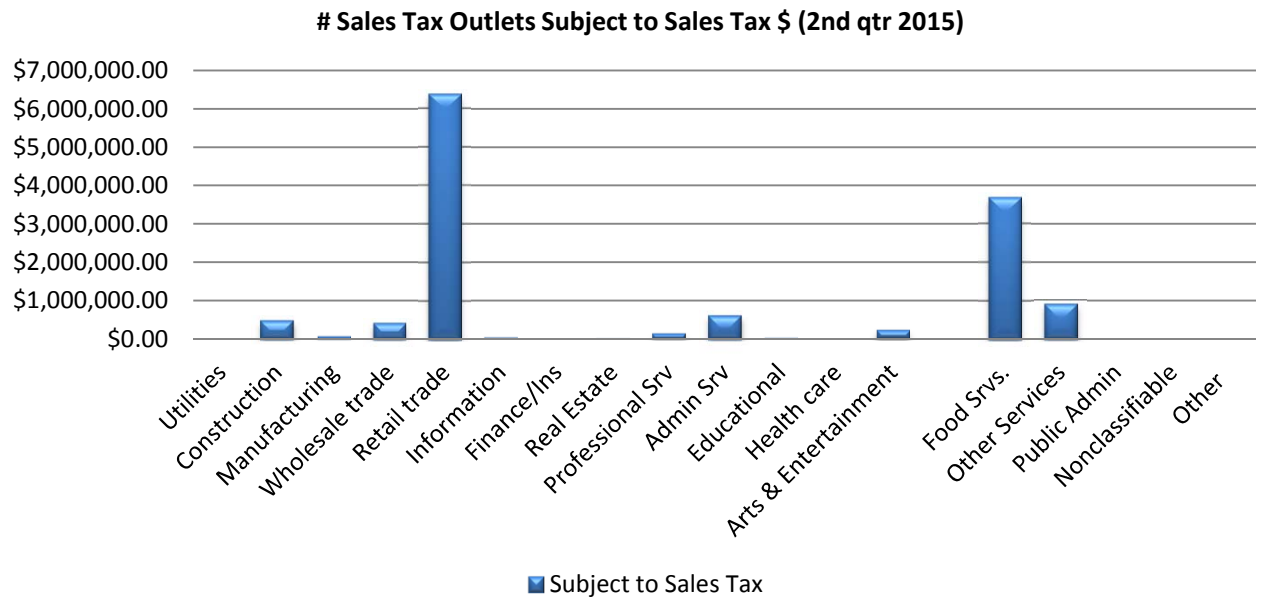
Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2015 Revenue Projection	2016 Revenue Projection
Formula: (A/B) **Where:** A = April Franchise Revenue B = Avg % collected (April)	1. Administered by Texas Comptroller's Office	A. 1,089,063.00 B. 62%	$ 1,622,647	$ 1,590,122

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%.

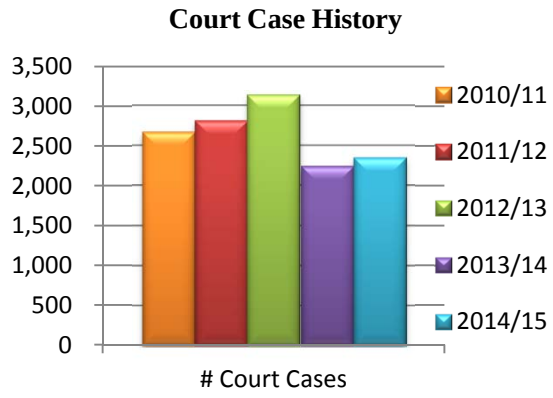


Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2015 Revenue Projection	2016 Revenue Projection
Formula: (A/B) **Where:** A = April Sales Tax Revenue B = Avg 5 yr % collected (April)	1. Administered by Texas Comptroller's Office	A. 703,527.41 B. 53%	$ 1,242,103	$ 1,219,518

GENERAL FUND OVERVIEW



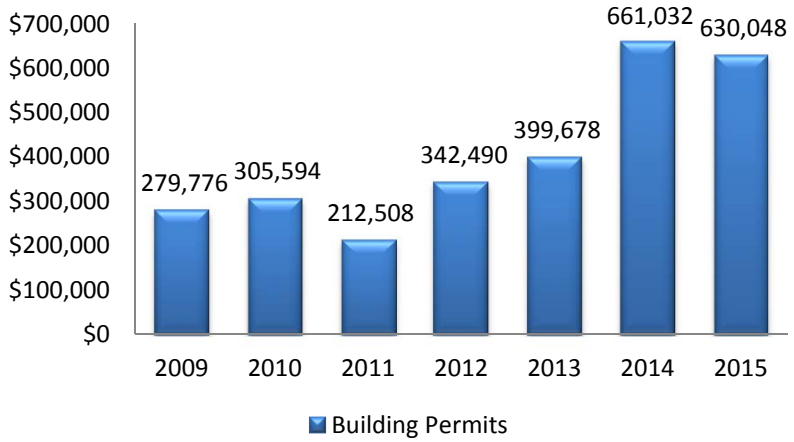
Municipal Court (3%) The Sachse Municipal Court has jurisdiction over all fine-only offenses that have been committed within the Sachse city limits. These offenses include Class C misdemeanors, traffic offenses and City ordinance violations. The court collects fines, conducts trials by jury and judge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



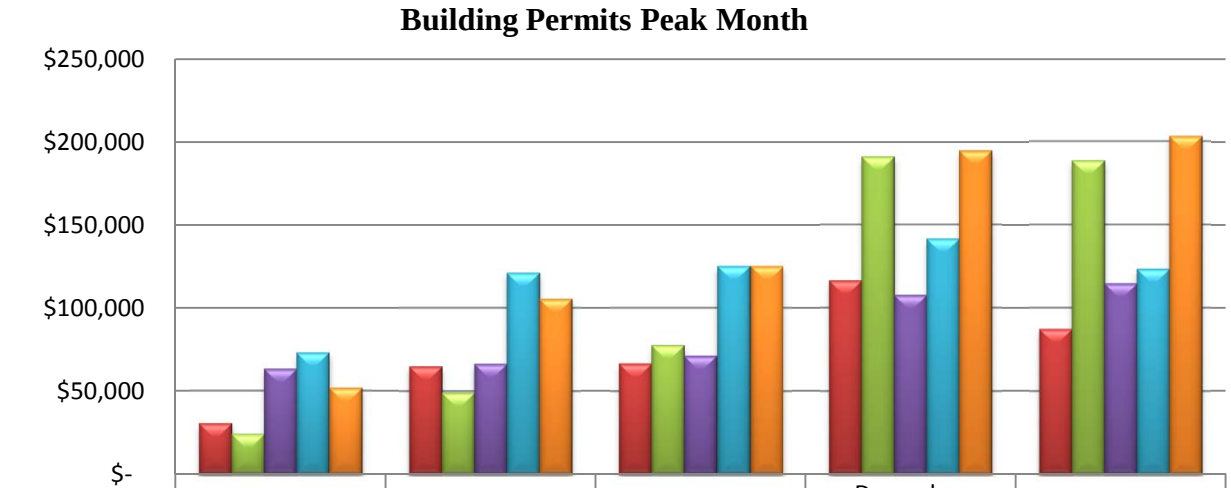
Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2015 Revenue Projection	2016 Revenue Projection
Formula: (A/B) **Where:** A = April Mun. Crt. Fines Revenue B = Avg 5 yr % collected (April)	1. Assume 5 year Avg of Court Cases continues (2,643)	A. 145,806.95 B. 56%	$ 268,459	$ 275,000

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	2015 Revenue Projection	2016 Revenue Projection
Formula: (A/B) **Where:** A = April Building Permit Rev. B = Avg 5 yr % collected (April)	1. Peak months past 5 years: May (2X), April, December, 2 Downswing in building permit FY2014 vs FY2015	A. 331,854.46 B. 0.52	$ 630,048	$ 450,000



	May 2011	May 2012	April 2013	December 2013	August 2015
Peak Month	$30,696	$65,040	$66,682	$116,540	$87,346
Oct-Dec	$24,291	$49,177	$77,688	$190,857	$188,561
Jan-March	$63,388	$66,503	$71,492	$107,847	$114,787
April-June	$72,878	$121,255	$125,201	$141,531	$123,497
Jul-Sept	$51,951	$105,555	$125,297	$194,501	$203,203

GENERAL FUND REVENUE AND EXPENDITURE HISTORY BY TYPE

	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	Projected FY 2014-2015	Budget FY 2015-2016
Beginning Resources	**3,043,969**	**3,209,600**	**3,814,951**	**4,635,345**	**6,091,579**	**6,883,187**
Revenues						
Taxes	8,787,103	9,483,352	9,283,812	9,380,362	10,677,105	11,941,040
Licenses & Permits	280,856	415,514	484,191	756,530	735,554	535,500
Fees	395,651	531,131	840,327	1,061,136	1,002,967	678,700
Fines	295,574	339,572	319,652	227,073	268,459	275,000
Intragovernmental*	1,047,566	265,623	1,083,002	1,066,983	1,041,445	1,308,591
Miscellaneous	53,253	25,285	47,302	37,792	65,860	65,514
Total Revenue	***10,860,003***	***11,060,477***	***12,058,286***	***12,529,877***	***13,791,390***	***14,804,345***
Direct Chargeback-Utility Fund for Personnel Admin.	(863,752)	(839,016)	(903,696)	(890,790)	(851,979)	(930,405)
TOTAL AVAILABLE RESOURCES	**13,040,220**	**13,431,061**	**14,969,541**	**16,274,432**	**19,030,990**	**20,757,127**
Expenditures						
Personnel Services	7,210,950	7,077,744	8,004,254	7,478,567	7,230,176	9,038,796
Supplies & Services	1,260,958	1,178,768	1,209,720	1,276,008	1,365,915	1,485,348
Maintenance & Repairs	397,999	342,820	461,956	424,159	640,029	542,843
Contractual Services	958,511	1,012,056	1,040,845	1,043,785	1,164,702	1,184,751
Capital Outlay	2,202	11,667	309,259	87,623	201,800	388,500
Transfers & Contingencies	-	-	179,000	763,500	1,545,180	1,173,203
Total Expenditures	***9,830,620***	***9,623,055***	***11,205,034***	***11,073,642***	***12,147,803***	***13,813,441***
ENDING FUND BALANCE	**3,808,006**	**3,814,951**	**4,635,345**	**6,091,579**	**6,883,187**	**6,943,686**
EFFECT ON FUND BALANCE -	764,037	605,351	820,394	1,456,234	791,608	60,499

*Intragovernmental FY2012 includes -750,000 transfer for CIP

GENERAL FUND MAJOR REVENUE

	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	Projected FY 2014-2015	Budget FY 2015-2016
Revenues						
Ad Valorem Taxes, Current Year	$ 6,422,754	$ 7,280,324	$ 6,968,559	$ 6,846,104	$ 7,682,583	$ 9,040,824
Franchise Agreements	1,571,023	1,368,011	1,364,554	1,424,505	1,622,647	1,590,122
Sales Tax	735,478	744,245	841,533	1,020,216	1,242,103	1,219,518
Municipal Court Fines	295,574	339,572	319,652	227,073	268,459	275,000
Developer Fees	64,592	55,081	323,899	400,738	177,961	120,000
Building Permits	212,508	342,490	399,678	661,032	630,048	450,000
Ambulance Service Fees	147,621	225,921	223,889	248,012	413,742	250,000
Plan Review Fees	64,592	108,019	123,343	219,243	211,125	140,000
Recreation Fees	65,455	62,055	64,450	58,361	54,943	57,000
Ad Valorem Taxes, Prior Year	36,113	42,053	58,042	42,752	69,897	36,000
Penalty/Interest	34,448	35,723	34,395	25,945	35,157	30,000
Total Major Revenue	***$ 9,650,157***	***$ 10,603,493***	***$ 10,721,993***	***$ 11,173,980***	***$ 12,408,665***	***$ 13,208,464***
Total Remaining Revenue	$ 539,319	$ 256,510	$ 338,483	$ 884,307	$ 1,382,725	$ 1,595,881
TOTAL GENERAL FUND REVENUE	***$ 10,189,476***	***$ 10,860,003***	***$ 11,060,476***	***$ 12,058,286***	***$ 13,791,390***	***$ 14,804,345***
Percent of Revenue						
Ad Valorem Taxes, Current Year	63.03%	67.04%	63.00%	56.78%	55.71%	61.07%
Franchise Agreements	15.42%	12.60%	12.34%	11.81%	11.77%	10.74%
Sales Tax	7.22%	6.85%	7.61%	8.46%	9.01%	8.24%
Municipal Court Fines	2.90%	3.13%	2.89%	1.88%	1.95%	1.86%
Developer Fees	0.63%	0.51%	2.93%	3.32%	1.29%	0.81%
Building Permits	2.09%	3.15%	3.61%	5.48%	4.57%	3.04%
Ambulance Service Fees	1.45%	2.08%	2.02%	2.06%	3.00%	1.69%
Plan Review Fees	0.63%	0.99%	1.12%	1.82%	1.53%	0.95%
Recreation Fees	0.64%	0.57%	0.58%	0.48%	0.40%	0.39%
Ad Valorem Taxes, Prior Year	0.35%	0.39%	0.52%	0.35%	0.51%	0.24%
Penalty/Interest	0.34%	0.33%	0.31%	0.22%	0.25%	0.20%

GENERAL FUND MAJOR EXPENDITURES

	FY 2010-2011	*FY 2011-2012*	*FY 2012-2013*	*FY 2013-2014*	*Projected FY 2014-2015*	*Budget FY 2015-2016*
Expenditures						
Personnel Services	7,210,950	7,077,744	7,100,558	6,587,777	7,230,176	9,038,796
Supplies & Materials	1,260,958	1,178,768	1,209,720	1,276,008	1,365,915	1,485,348
Maintenance & Repairs	397,999	342,820	461,956	424,159	640,029	542,843
Contractual Services	958,511	1,012,056	1,040,845	1,043,785	1,164,702	1,184,751
Capital Outlay	2,202	11,667	309,259	87,623	201,800	388,500
Transfers & Contingencies	-	-	179,000	763,500	1,545,180	1,173,203
Total Major Expenditures	***9,830,620***	***9,623,055***	***10,301,338***	***10,182,852***	***12,147,803***	***13,813,441***
Total Remaining Expenditures	603,935	1,071,317	233,161	890,790	851,979	930,405
TOTAL GENERAL FUND EXPENDITURES	**10,434,555**	**10,694,372**	**11,205,034**	**11,073,642**	**12,999,781**	**14,743,846**
Percent of Expenditures						
Personnel Services	69.1%	66.2%	63.4%	59.5%	55.6%	61.3%
Supplies & Materials	12.1%	11.0%	10.8%	11.5%	10.5%	10.1%
Materials & Equipment	3.8%	3.2%	4.1%	3.8%	4.9%	3.7%
Contractual Services	9.2%	9.5%	9.3%	9.4%	9.0%	8.0%
Capital Outlay	0.0%	0.1%	2.8%	0.8%	1.6%	2.6%
Transfers & Contingencies	0.0%	0.0%	1.6%	6.9%	11.9%	8.0%

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 beginning FY 14-15 and include the additional personnel.

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	**$ 4,635,346**	**$ 6,091,579**	**$ 6,091,579**	**$ 6,883,187**
REVENUES				
Taxes	$ 9,380,362	$ 10,449,801	$ 10,677,105	$ 11,941,040
Licenses & Permits	756,530	527,220	735,554	535,500
Fees	1,061,136	611,327	1,002,967	678,700
Fines	227,073	250,000	268,459	275,000
Intragovernmental	1,066,983	1,022,302	1,041,445	1,308,591
Miscellaneous	37,791	59,875	65,860	65,514
TOTAL REVENUES	$ 12,529,875	$ 12,920,525	$ 13,791,390	$ 14,804,345
EXPENDITURES				
City Manager	$ 292,742	$ 407,133	$ 412,186	$ 374,652
City Secretary	159,739	189,827	173,410	157,148
Human Resources	222,690	292,304	273,243	294,803
Finance	467,747	561,910	541,635	608,428
Municipal Court	165,076	185,400	172,165	212,197
Parks & Recreation	752,547	879,087	872,701	1,004,375
Senior Programs	107,600	117,561	115,236	122,821
Library Services	295,650	336,608	328,760	371,686
Community Development	569,864	701,469	674,335	810,899
Streets & Drainage	950,638	1,065,773	1,115,538	1,259,147
Facility Maintenance	323,563	389,947	418,868	463,404
Police	2,980,001	3,755,414	3,654,004	4,566,001
Animal Control	154,422	177,471	178,245	225,172
Fire & EMS	2,182,207	3,319,257	3,270,022	3,295,682
Combined Services	1,200,671	561,690	520,188	677,463
Engineering	248,487	290,568	279,244	299,968
TOTAL EXPENDITURES	$ 11,073,642	$ 13,231,418	$ 12,999,781	$ 14,743,846
TOTAL REVENUES OVER EXPENDITURES	$ 1,456,233	$ (310,893)	$ 791,608	$ 60,499
ENDING FUND BALANCE	$ 6,091,579	$ 5,780,686	$ 6,883,187	$ 6,943,686
25% Fund Balance Reserve	$ 2,768,411	$ 3,307,855	$ 3,249,945	$ 3,685,962
Unreserved/Undesignated Fund Balance	$ 3,323,168	$ 2,472,831	$ 3,633,242	$ 3,257,725
Daily Requirement	$ 30,339	$ 36,250	$ 35,616	$ 40,394.10
Operating Days	201	159	193	172

REVENUE
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
TAXES				
Current Property Taxes	$ 6,846,104	$ 7,634,541	$ 7,682,583	$ 9,040,824
Delinquent Property Taxes	42,752	36,000	69,897	36,000
Penalty & Interest	25,945	30,000	35,157	30,000
Sales Tax	1,020,216	1,166,444	1,242,103	1,219,518
Mixed Beverage Tax	20,840	18,000	24,718	24,576
Franchise Fees	1,424,505	1,564,816	1,622,647	1,590,122
TOTAL TAXES	$ 9,380,362	$ 10,449,801	$ 10,677,105	$11,941,040
LICENSES AND PERMITS				
Building Permits	$ 661,032	$ 450,000	$ 630,048	$ 450,000
Pool Permits	6,625	7,500	9,200	8,000
Fence Permits	13,685	10,500	15,470	12,000
Irrigation Permits	13,550	10,000	14,250	13,000
Mechanical/Electrical Permits	19,850	14,000	21,983	15,000
Alarm Permits	6,790	6,720	6,620	6,500
Miscellaneous Permits	18,468	15,000	19,902	17,000
Businesss Licenses & Permits	3,050	3,000	3,556	3,500
Contractor Registrations	13,150	10,000	12,350	10,000
Beer, Liquor, and Wine Licenses	330	500	2,175	500
TOTAL LICENSES AND PERMITS	$ 756,530	$ 527,220	$ 735,554	$ 535,500
FEES				
Building Inspection Fees	$ 41,727	$ 32,500	$ 47,169	$ 37,500
Developer Fees	400,738	100,000	177,961	120,000
Plan Review Fees	219,243	120,000	211,125	140,000
Variance Filling Fees	1,750	1,000	2,400	1,000
Platting Fees	11,125	10,000	13,306	10,000
Fire Inspection Fees	15,243	7,000	17,225	10,000
Code Enforcement Fees	-	500	250	-
Health Inspection Fees	7,500	2,500	8,575	2,500
Ambulance Service Fees	248,012	225,000	413,742	250,000
Fire Run Fees	25,115	25,000	21,600	20,000
Park Use Fees	3,945	4,000	4,377	4,500
Recreation Fees	58,361	55,500	54,943	57,000
Library Fines and Fees	7,217	7,229	8,170	6,500
Senior Programs Fees	2,900	3,327	2,677	3,000
Animal Control Fees	1,180	1,179	1,050	1,200
Adoption Fees	9,855	9,216	12,280	9,500
Impound Fees	7,225	7,376	6,116	6,000
TOTAL FEES	$ 1,061,136	$ 611,327	$ 1,002,967	$ 678,700
FINES				
Municipal Court Fines	$ 227,073	$ 250,000	$ 268,459	$ 275,000
TOTAL FINES	$ 227,073	$ 250,000	$ 268,459	$ 275,000

REVENUE
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
INTRAGOVERNMENTAL				
Other Government & Sources	$ 121,365	$ 122,438	$ 137,768	$ 321,646
Water Utilities	496,501	455,683	459,084	501,849
Sewer Utilities	394,289	392,767	392,895	428,556
Sachse Economic Development Fund	54,828	51,414	51,699	56,540
TOTAL INTRAGOVERNMENTAL	$ 1,066,983	$ 1,022,302	$ 1,041,445	$ 1,308,591
MISCELLANEOUS				
Miscellaneous Fees & Charges	$ 3,147	$ 2,700	$ 3,646	$ 2,800
Mowing Fees and Charges	-	-	4,929	-
Return Check Fees	70	-	205	-
Interest Income	5,993	5,000	9,642	12,000
Tower Lease Income	13,975	13,975	13,975	39,214
Concession Rental Income	-	1,000	1,000	1,000
Other Rental Income	5,900	27,200	25,670	500
Grants and Donations	1,000	-	(974)	-
Auction Proceeds	-	10,000	-	10,000
Miscellaneous	7,706	-	7,767	-
TOTAL MISCELLANEOUS	$ 37,791	$ 59,875	$ 65,860	$ 65,514
TOTAL REVENUES	$ 12,529,875	$ 12,920,525	$ 13,791,390	$ 14,804,345

SUMMARY OF EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
CITY MANAGER				
Personnel Costs	$ 253,342	$ 304,361	$ 296,416	$ 326,442
Supplies & Materials	11,377	33,385	26,381	26,305
Maintenance & Repairs	-	10,300	33,200	300
Contractual Services	28,022	59,087	56,189	21,605
TOTAL CITY MANAGER	$ 292,742	$ 407,133	$ 412,186	$ 374,652
CITY SECRETARY				
Personnel Costs	$ 109,080	$ 127,751	$ 125,609	$ 116,282
Supplies & Materials	22,407	31,276	26,320	23,966
Contractual Services	28,252	30,800	21,482	16,900
TOTAL CITY SECRETARY	$ 159,739	$ 189,827	$ 173,410	$ 157,148
HUMAN RESOURCES				
Personnel Costs	$ 154,145	$ 175,718	$ 175,178	$ 219,244
Supplies & Materials	13,372	16,339	14,522	22,536
Contractual Services	55,173	100,247	83,543	53,023
TOTAL HUMAN RESOURCES	$ 222,690	$ 292,304	$ 273,243	$ 294,803
FINANCE				
Personnel Costs	$ 351,622	$ 419,336	$ 409,843	$ 451,556
Supplies & Materials	20,348	24,301	21,124	25,360
Contractual Services	95,777	118,273	110,668	131,512
TOTAL FINANCE	$ 467,747	$ 561,910	$ 541,635	$ 608,428
MUNICIPAL COURT				
Personnel Costs	$ 94,474	$ 109,562	$ 98,281	$ 132,194
Supplies & Materials	5,324	5,279	4,935	5,093
Contractual Services	65,279	70,559	68,949	74,910
TOTAL MUNICIPAL COURT	$ 165,076	$ 185,400	$ 172,165	$ 212,197
PARKS & RECREATION				
Personnel Costs	$ 391,436	$ 461,145	$ 456,006	$ 549,718
Supplies & Materials	169,856	192,846	202,435	211,571
Maintenance & Repairs	51,715	52,016	56,053	52,016
Contractual Services	130,691	144,570	129,298	144,570
Capital Outlay	8,849	28,510	28,910	46,500
TOTAL PARKS & RECREATION	$ 752,547	$ 879,087	$ 872,701	$ 1,004,375
SENIOR PROGRAMS				
Personnel Costs	$ 75,813	$ 85,329	$ 84,402	$ 91,313
Supplies & Materials	27,551	29,032	29,333	28,308
Maintenance & Repairs	2,741	1,200	842	1,200
Contractual Services	1,496	2,000	658	2,000
TOTAL SENIOR PROGRAMS	$ 107,600	$ 117,561	$ 115,236	$ 122,821

SUMMARY OF EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
LIBRARY SERVICES				
Personnel Costs	$ 203,759	$ 229,603	$ 224,573	$ 244,007
Supplies & Materials	85,619	100,019	97,356	119,601
Contractual Services	6,272	6,986	6,831	8,078
TOTAL LIBRARY SERVICES	$ 295,650	$ 336,608	$ 328,760	$ 371,686
COMMUNITY DEVELOPMENT				
Personnel Costs	$ 513,251	$ 568,293	$ 564,197	$ 731,045
Supplies & Materials	26,871	29,339	23,589	35,768
Maintenance & Repairs	4,163	4,100	1,348	4,100
Contractual Services	25,578	99,737	85,201	39,986
TOTAL COMMUNITY DEVELOPMENT	$ 569,864	$ 701,469	$ 674,335	$ 810,899
STREETS & DRAINAGE				
Personnel Costs	$ 444,554	$ 544,879	$ 518,413	$ 620,895
Supplies & Materials	245,492	244,394	247,021	258,252
Maintenance & Repairs	208,312	266,000	341,503	307,000
Contractual Services	2,299	2,000	101	3,000
Capital Outlay	49,980	8,500	8,500	70,000
TOTAL STREETS & DRAINAGE	$ 950,638	$ 1,065,773	$ 1,115,538	$ 1,259,147
FACILITIES MAINTENANCE				
Personnel Costs	$ 156,399	$ 181,016	$ 179,688	$ 233,535
Supplies & Materials	89,657	88,312	99,052	97,892
Maintenance & Repairs	43,369	45,320	64,491	56,500
Contractual Services	34,137	43,999	42,456	50,477
Capital Outlay	-	31,300	33,181	25,000
TOTAL FACILITIES MAINTENANCE	$ 323,563	$ 389,947	$ 418,868	$ 463,404
POLICE				
Personnel Costs	$ 2,588,893	$ 3,202,042	$ 3,161,938	$ 4,078,772
Supplies & Materials	263,043	249,476	244,594	277,464
Maintenance & Repairs	39,370	34,500	49,343	34,500
Contractual Services	88,694	100,885	94,607	105,265
Capital Outlay	-	168,511	103,522	70,000
TOTAL POLICE	$ 2,980,001	$ 3,755,414	$ 3,654,004	$ 4,566,001
ANIMAL CONTROL				
Personnel Costs	$ 129,934	$ 149,651	$ 152,424	$ 169,381
Supplies & Materials	15,478	17,220	16,549	18,167
Maintenance & Repairs	1,874	1,600	371	1,600
Contractual Services	7,135	9,000	8,901	9,024
Capital Outlay	-	-	-	27,000
TOTAL ANIMAL CONTROL	$ 154,422	$ 177,471	$ 178,245	$ 225,172
FIRE & EMS				
Personnel Costs	$ 1,787,671	$ 2,135,625	$ 2,096,935	$ 2,629,306
Supplies & Materials	248,733	294,253	284,042	295,890
Maintenance & Repairs	31,025	32,650	31,838	38,650
Contractual Services	114,708	106,729	107,207	111,836
Capital Outlay	69	-	-	20,000
Transfers and Contingencies	-	750,000	750,000	200,000
TOTAL FIRE & EMS	$ 2,182,207	$ 3,319,257	$ 3,270,022	$ 3,295,682

SUMMARY OF EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
COMBINED SERVICES				
Supplies & Materials	22,421	28,772	18,928	28,239
Maintenance & Repairs	41,368	43,306	60,544	46,627
Contractual Services	344,657	380,580	333,998	393,565
Capital Outlay	28,725	30,000	27,687	30,000
Transfers and Contingencies	763,500	79,032	79,032	179,032
TOTAL COMBINED SERVICES	$ 1,200,671	$ 561,690	$ 520,188	$ 677,463
CITY ENGINEER				
Personnel Costs	$ 224,194	$ 255,266	$ 254,401	$ 269,682
Supplies & Materials	8,459	10,902	9,735	10,936
Maintenance & Repairs	222	400	496	350
Contractual Services	15,613	24,000	14,612	19,000
TOTAL CITY ENGINEER	$ 248,487	$ 290,568	$ 279,244	$ 299,968
TOTAL EXPENDITURES	$ 11,073,642	$ 13,231,418	$ 12,999,781	$ 14,743,846

MULTI YEAR SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Projected FY 2014/15	Budget FY 2015/16	Projected Budget FY 2016/17	Projected Budget FY 2017/18
REVENUES				
Taxes	$ 10,677,105	$ 11,941,040	$ 12,538,092	$ 13,164,997
Licenses & Permits	735,554	535,500	551,565	568,112
Fees	1,002,967	678,700	699,061	720,033
Fines	268,459	275,000	283,250	291,748
Intragovernmental	1,041,445	1,308,591	1,347,849	1,388,284
Miscellaneous	65,860	65,514	67,479	69,504
TOTAL REVENUES	$ 13,791,390	$ 14,804,345	$ 15,487,296	$ 16,202,677
EXPENDITURES				
City Manager	$ 412,186	$ 374,652	$ 385,892	$ 397,468
City Secretary	173,410	157,148	161,862	166,718
Human Resources	273,243	294,803	303,647	312,757
Finance	541,635	608,428	626,681	645,481
Municipal Court	172,165	212,197	218,563	225,120
Parks & Recreation	872,701	1,004,375	1,034,506	1,065,541
Senior Programs	115,236	122,821	126,506	130,301
Library Services	328,760	371,686	382,837	394,322
Community Development	674,335	810,899	835,226	860,283
Streets & Drainage	1,115,538	1,259,147	1,296,921	1,335,829
Facility Maintenance	418,868	463,404	477,306	491,625
Police	3,654,004	4,566,001	4,702,981	4,844,070
Animal Control	178,245	225,172	231,927	238,885
Fire & EMS	3,270,022	3,295,682	3,394,553	3,496,389
Combined Services	520,188	677,463	697,787	718,720
Engineering	279,244	299,968	308,967	318,236
TOTAL EXPENDITURES	$12,999,781	$ 14,743,846	$ 15,186,162	$ 15,641,746
TOTAL REVENUES OVER EXPENDITURES	$ 791,608	$ 60,499	$ 301,135	$ 560,930

MULTI YEAR SUMMARY OF PROJECTED EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Projected FY 2014/15	Budget FY 2015/16	Projected Budget FY 2016/17	Projected Budget FY 2017/18
CITY MANAGER				
Personnel Costs	$ 296,416	$ 326,442	$ 336,235	$ 346,322
Supplies & Materials	26,381	26,305	27,094	27,907
Maintenance & Repairs	33,200	300	309	318
Contractual Services	56,189	21,605	22,253	22,921
TOTAL CITY MANAGER	$ 412,186	$ 374,652	$ 385,892	$ 397,468
CITY SECRETARY				
Personnel Costs	$ 125,609	$ 116,282	$ 119,770	$ 123,364
Supplies & Materials	26,320	23,966	24,685	25,426
Contractual Services	21,482	16,900	17,407	17,929
TOTAL CITY SECRETARY	$ 173,410	$ 157,148	$ 161,862	$ 166,718
HUMAN RESOURCES				
Personnel Costs	$ 175,178	$ 219,244	$ 225,821	$ 232,596
Supplies & Materials	14,522	22,536	23,212	23,908
Contractual Services	83,543	53,023	54,614	56,252
TOTAL HUMAN RESOURCES	$ 273,243	$ 294,803	$ 303,647	$ 312,757
FINANCE				
Personnel Costs	$ 409,843	$ 451,556	$ 465,103	$ 479,056
Supplies & Materials	21,124	25,360	26,121	26,904
Contractual Services	110,668	131,512	135,457	139,521
TOTAL FINANCE	$ 541,635	$ 608,428	$ 626,681	$ 645,481
MUNICIPAL COURT				
Personnel Costs	$ 98,281	$ 132,194	$ 136,160	$ 140,245
Supplies & Materials	4,935	5,093	5,246	5,403
Contractual Services	68,949	74,910	77,157	79,472
TOTAL MUNICIPAL COURT	$ 172,165	$ 212,197	$ 218,563	$ 225,120
PARKS & RECREATION				
Personnel Costs	$ 456,006	$ 549,718	$ 566,210	$ 583,196
Supplies & Materials	202,435	211,571	217,918	224,456
Maintenance & Repairs	56,053	52,016	53,576	55,184
Contractual Services	129,298	144,570	148,907	153,374
Capital Outlay	28,910	46,500		-
TOTAL PARKS & RECREATION	$ 872,701	$ 1,004,375	$ 986,611	$ 1,016,210
SENIOR PROGRAMS				
Personnel Costs	$ 84,402	$ 91,313	$ 94,052	$ 96,874
Supplies & Materials	29,333	28,308	29,157	30,032
Maintenance & Repairs	842	1,200	1,236	1,273
Contractual Services	658	2,000	2,060	2,122
TOTAL SENIOR PROGRAMS	$ 115,236	$ 122,821	$ 126,506	$ 130,301

MULTI YEAR SUMMARY OF PROJECTED EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

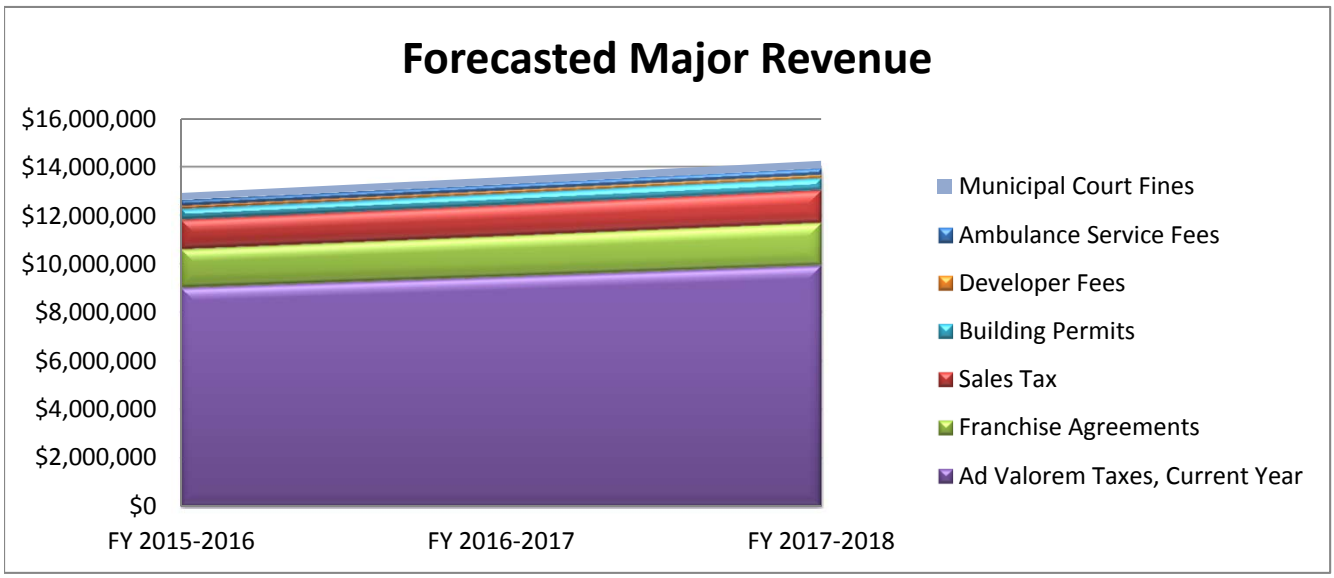
	Projected FY 2014/15	Budget FY 2015/16	Projected Budget FY 2016/17	Projected Budget FY 2017/18
LIBRARY SERVICES				
Personnel Costs	$ 224,573	$ 244,007	$ 251,327	$ 258,867
Supplies & Materials	97,356	119,601	123,189	126,885
Contractual Services	6,831	8,078	8,320	8,570
TOTAL LIBRARY SERVICES	$ 328,760	$ 371,686	$ 382,837	$ 394,322
COMMUNITY DEVELOPMENT				
Personnel Costs	$ 564,197	$ 731,045	$ 752,976	$ 775,566
Supplies & Materials	23,589	35,768	36,841	37,946
Maintenance & Repairs	1,348	4,100	4,223	4,350
Contractual Services	85,201	39,986	41,186	42,421
TOTAL COMMUNITY DEVELOPMENT	$ 674,335	$ 810,899	$ 835,226	$ 860,283
STREETS & DRAINAGE				
Personnel Costs	$ 518,413	$ 620,895	$ 639,522	$ 658,708
Supplies & Materials	247,021	258,252	266,000	273,980
Maintenance & Repairs	341,503	307,000	316,210	325,696
Contractual Services	101	3,000	3,090	3,183
Capital Outlay	8,500	70,000	72,100	74,263
TOTAL STREETS & DRAINAGE	$ 1,115,538	$ 1,259,147	$ 1,296,921	$ 1,335,829
FACILITIES MAINTENANCE				
Personnel Costs	$ 179,688	$ 233,535	$ 240,541	$ 247,757
Supplies & Materials	99,052	97,892	100,829	103,854
Maintenance & Repairs	64,491	56,500	58,195	59,941
Contractual Services	42,456	50,477	51,991	53,551
Capital Outlay	33,181	25,000	25,750	26,523
TOTAL FACILITIES MAINTENANCE	$ 418,868	$ 463,404	$ 477,306	$ 491,625
POLICE				
Personnel Costs	$ 3,161,938	$ 4,078,772	$ 4,201,135	$ 4,327,169
Supplies & Materials	244,594	277,464	285,788	294,362
Maintenance & Repairs	49,343	34,500	35,535	36,601
Contractual Services	94,607	105,265	108,423	111,676
Capital Outlay	103,522	70,000	72,100	74,263
TOTAL POLICE	$ 3,654,004	$ 4,566,001	$ 4,702,981	$ 4,844,070
ANIMAL CONTROL				
Personnel Costs	$ 152,424	$ 169,381	$ 174,462	$ 179,696
Supplies & Materials	16,549	18,167	18,712	19,273
Maintenance & Repairs	371	1,600	1,648	1,697
Contractual Services	8,901	9,024	9,295	9,574
Capital Outlay	-	27,000	27,810	28,644
TOTAL ANIMAL CONTROL	$ 178,245	$ 225,172	$ 231,927	$ 238,885

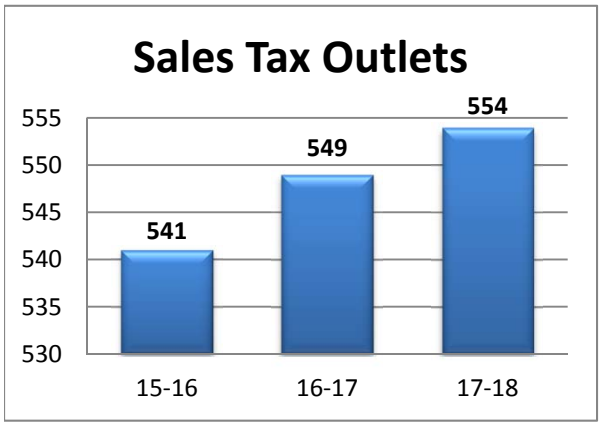
MULTI YEAR SUMMARY OF PROJECTED EXPENDITURES
FISCAL YEAR 2015-2016

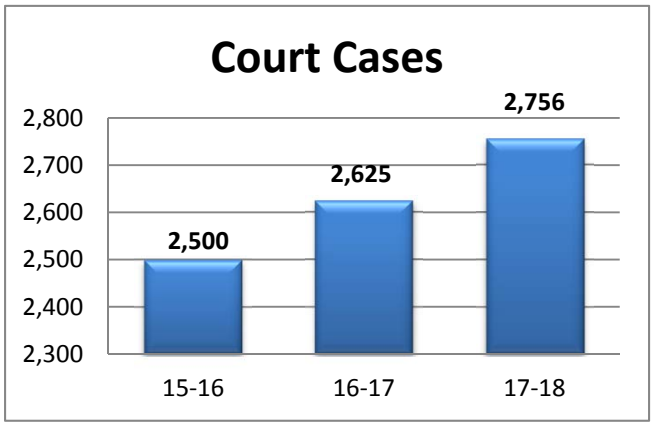
GENERAL FUND

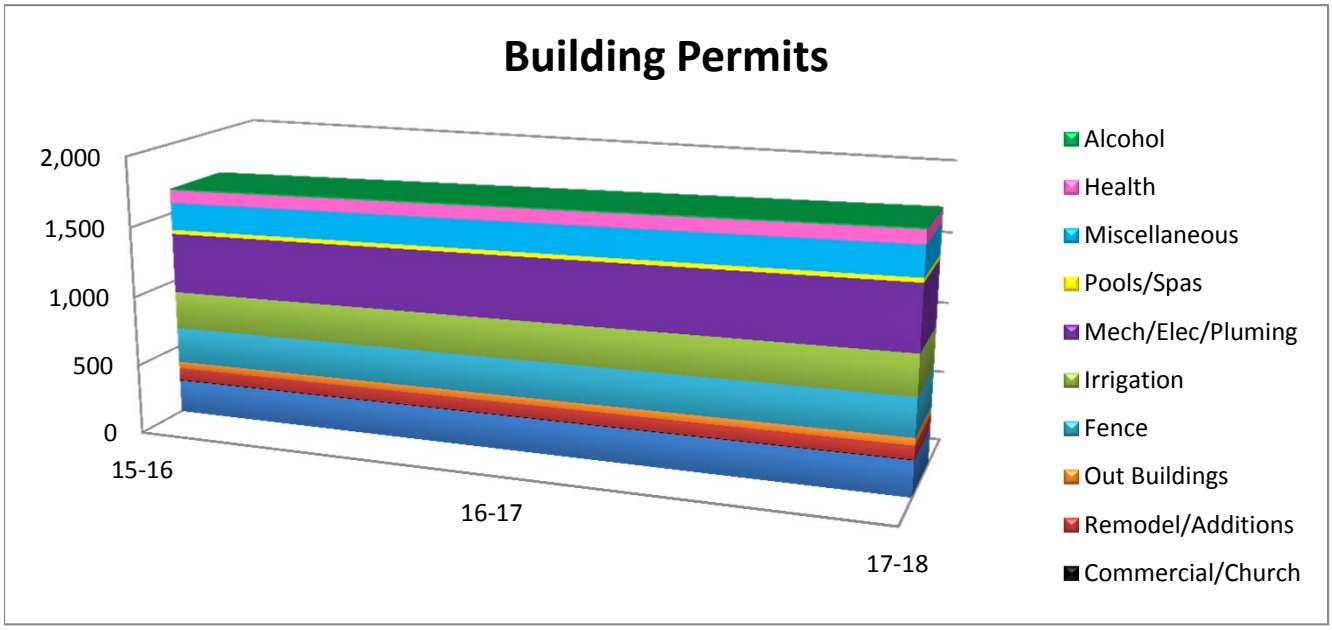
	Projected FY 2014/15	Budget FY 2015/16	Projected Budget FY 2016/17	Projected Budget FY 2017/18
FIRE & EMS				
Personnel Costs	$ 2,096,935	$ 2,629,306	$ 2,708,185	$ 2,789,431
Supplies & Materials	284,042	295,890	304,767	313,910
Maintenance & Repairs	31,838	38,650	39,810	41,004
Contractual Services	107,207	111,836	115,191	118,647
Capital Outlay	-	20,000	20,600	21,218
Operating Transfer Out - Capital Projects	750,000	200,000	-	-
TOTAL FIRE & EMS	$ 3,270,022	$ 3,295,682	$ 3,188,553	$ 3,284,209
COMBINED SERVICES				
Supplies & Materials	18,928	28,239	29,086	29,959
Maintenance & Repairs	60,544	46,627	48,026	49,467
Contractual Services	333,998	393,565	405,372	417,533
Capital Outlay	27,687	30,000	30,000	30,000
Operating Transfer Out - Health Ins Fund	79,032	179,032	184,403	189,935
TOTAL COMBINED SERVICES	$ 520,188	$ 677,463	$ 696,887	$ 716,893
CITY ENGINEER				
Personnel Costs	$ 254,401	$ 269,682	$ 277,772	$ 286,106
Supplies & Materials	9,735	10,936	11,264	11,602
Maintenance & Repairs	496	350	361	371
Contractual Services	14,612	19,000	19,570	20,157
TOTAL CITY ENGINEER	$ 279,244	$ 299,968	$ 308,967	$ 318,236
TOTAL EXPENDITURES	$ 12,999,781	$ 14,743,846	$ 14,931,367	$ 15,378,408

MULTI-YEAR FORECASTED TRENDS









PROGRAM AND SERVICE ENHANCEMENTS (Supplementals)
GENERAL FUND
2015-2016 FISCAL YEAR

Department	Rank	Description of Program	Budget Requested	Proposed Funding	On-going / One-time?
General Fund	1	Implement Compensation Study	$ 1,165,509	$ 1,165,509	On-going
City Secretary	1	City Council Retreat	15,000		One-time
	2	Abatement of mold/mildew from records trailer	6,000		One-time
Human Resources	1	Employee Training and Organizational Development	7,400	7,400	On-going
Finance	1	Add IT technician	72,415		On-going
	2	Grant Management Tracking Application	8,000	8,000	On-going
Parks & Recreation	~~1~~	~~Max Solution Registration Software for Recreation Division~~	~~12,450~~		~~One-time~~
	2	Adding an irrigation technician position	61,352		On-going
	3	Reclassifying the part time recreation aide to full time	39,599		On-going
	4	Replace 2000 Chevy Silverado with a new Ford with utility bed	35,000	35,000	One-time
	5	Replace 2004 Toro Z Master with a 2016 Toro Z master mower	11,500	11,500	One-time
	6	Update the Parks and Recreation Master Plan	12,250		One-time
	7	Hydraulic dump trailer	7,498		One-time
	8	3 pt hitch backhoe attachment	8,500		One-time
	9	Add a unisex restroom at Firefighters Park	55,000		One-time
	10	Add lighting to the soccer/football/baseball fields at Heritage	330,000		One-time
	11	Add lighting to the practice baseball field at Salmon Park	215,000		One-time
	12	Add solar lighting to the entrance signs	22,000		One-time
	13	Parking lot expansion at Heritage Park	115,000		One-time
Senior Citizen Program	1	Reclassify bus driver temporary to regular part-time	1,509	1,509	On-going
	~~2~~	~~Commercial treadmill for workout room~~	~~2,500~~		~~One-time~~
Library	1	Reclass library clerk to full time library technician	29,743		On-going
	2	Library books	19,000	19,000	One-time
	3	Coin-operated color copier	1,092	1,092	On-going
	4	Programs for FY 2016	3,500		On-going
	~~5~~	~~*Shelving for children's area*~~	~~2,265~~		~~One-time~~
	6	Part time library clerk	20,301		On-going
	7	Novelist database	1,345		On-going
Community Development	1	Planner	88,344		On-going
	2	Reclass Environmental Health Specialist to Environmental Health Manager	9,179		On-going
Streets	1	Budget for sidewalk & alleyway repairs and maintenance	50,000	40,000	On-going
	2	Chevrolet 3500 Crew cab chassis with flat bed V8 6 pseed automatic	32,000		One-time
	3	2016 Ford F650 Diesel regular cab 5/6 yd dump truck	70,000	70,000	One-time
	4	Chevrolet 2500 Crew Cab V8 6 speed auto	28,000		One-time
Facilities Maintenance	1	Custodian reclassification (part-time to full-time)	37,444	37,444	On-going
	2	Replace timeworn pick-up truck	25,000	25,000	One-time
	3	Repainting of steel trellis/arbors throughout City complex	17,500	-	One-time
	4	Replace Senior Center kitchen floor	7,500	7,500	One-time
	5	Replacing HVAC filters throughout City complex	5,570		On-going
	6	Painting interior rooms at Library	2,000		One-time
	7	Lead paint removal & repainting of Caboose	15,000		One-time
Police	1	Patrol cars	70,000	70,000	One-time
	2	Administrative cars	54,000		One-time
	~~3~~	~~Two Additional SRO's with Vehicles~~	~~27,000~~		~~One-time~~
	4	Administrative Assistant	17,206		On-going
	5	Public Service Officer	58,740		On-going
	6	Overtime	4,050		On-going
	7	Watchguard 4RE in car video system	14,000		One-time
Animal Control	1	Truck	27,000	27,000	One-time
Fire	1	P25 radio allocation	200,000	200,000	One-time
	2	Dissolve the part time firefighter program	*(230,869)*		On-going
	2	Hire 6 full time Firefighters	*465,746*		On-going
	2	The total cost from line 1 and 2	234,877	234,877	On-going
	3	Increase average PT pay by $3/hour	58,510		On-going
	3	Health and wellness screenings	20,000		On-going
	4	Year 2 of 3 for upgrading the SCBA	30,000	30,000	On-going
	5	SCBA Cascade fill station	20,000	20,000	One-time
	6	CASA radar subscription	4,000		On-going
	7	Convert the part time code officer to full time with benefits	36,150		On-going
	8	Purchase a chief's vehicle to replace 2002 Crown Victoria	37,000		One-time
Combined Services	1	Transfer to open Equipment Replacement Fund	100,000	100,000	One-time
	2	Contingency for personnel changes	75,000		One-time
	3	Compass Professional Health Services	8,280	8,280	On-going
Engineering	~~1~~	~~Traffic Counters (4)~~	~~7,100~~		~~One-time~~
TOTALS			$ 3,719,863	$ 2,119,111	
		Available for Funding		$ 2,179,610	
		Funds Remaining		$ 60,499	

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width. 1-3 yr
	Define additional municipal facility needs through 2024. 1-2
	Provide utility infrastructure to meet community growth. 1-2
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse current financial foundation. 1-2 yr
	Identify and protect sources of recurring funds to invest in infrastructure maintenance. 1 yr
	Continue to achieve public gold standards in financial reporting. 1 yr
	Explore debt financing responsibly and maintain debt levels to a conservative percentage of overall revenue. 1-2 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Offer exceptional community events. 1 yr
	Expand the trail system to enhance multimodal transportation options. 1-3 yr
Make Sachse more prosperous through job creation and quality development that adds community value.	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor. 1-2 yr
	Review the Comprehensive Plan for updates and modifications. 1 yr
Meet the public safety needs of a growing citizen, student and business population.	Continue to grow the relationship of trust between the public and public safety. 1 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Proactively identify and pursue regulations that enhance quality of life and that protect the community. 1-2 yr
	Develop programs and resources that attract and retain talented public service professionals. 1-2 yr
	Continue to enhance Sachse's approach to quality customer service. 1-2 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Provide utility infrastructure to meet community growth.

Action: Purchased property for future PGBT Water Tower.

Action: Identified funding for 3rd sewer connection to Garland.

Strategic Objective: Expand the trail system to enhance multimodal transportation options.

Action: Sachse Road widening Phase 1 includes trails/sidewalks.

Strategic Objective: Explore debt financing responsibly and maintain debt levels to a conservative percent of overall revenue.

Action: 2015 Refunding Bonds - resulted in $100 K debt service saving annually.

Strategic Objective: Develop programs and resources that attract and retain talented public service professionals.

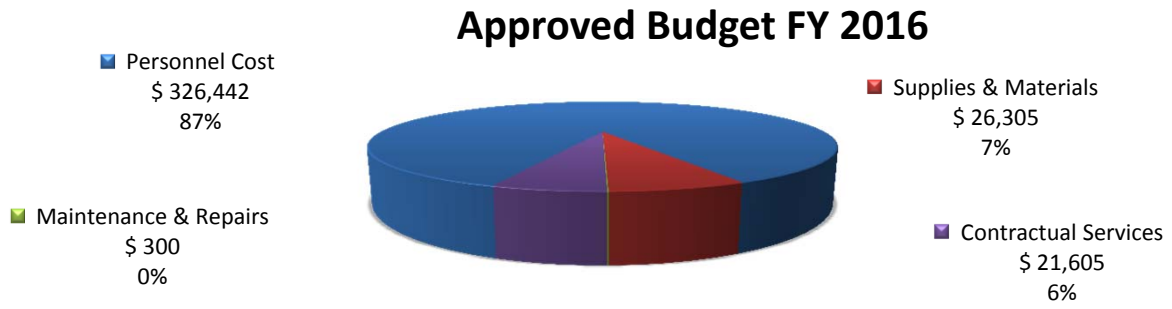
Action: Completed a city-wide compensation study.

Action: Provided additional training opportunities for senior staff.

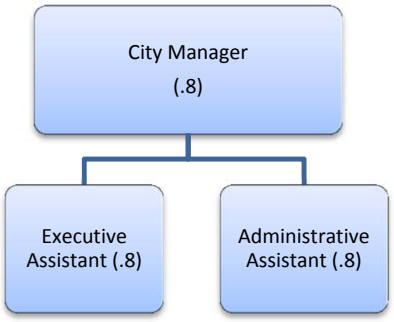
MAJOR BUDGETARY ISSUES

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. 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	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
City Council Meetings	34	34	35	32
Staff Meetings	50	50	54	50
Community Meetings	2	2	3	3
Board/Commission Meetings	NA	13	18	20
Community Functions	10	10	10	10
City Newsletters	7	6	6	6
Council Packet Reports	192	192	136	130
Employee Functions	10	12	9	13
Interjurisdictional Meetings	25	25	26	25



EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 257,832	$ 253,342	$ 304,361	$ 326,442	7%
Supplies & Materials	9,799	11,377	33,385	26,305	-27%
Maintenance & Repairs	0	0	10,300	300	-3333%
Contractual Services	29,889	28,022	59,087	21,605	-173%
TOTAL	$ 297,520	$ 292,742	$ 407,133	$ 374,652	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	3.2	2.4	2.4	2.4	2.4
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	3.2	2.4	2.4	2.4	2.4

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
CITY MANAGER				
Personnel Costs				
Wages & Salaries	$ 200,156	$ 230,038	$ 225,523	$ 243,542
Overtime	873	500	220	500
Other Pay	282	300	-	-
Longevity Pay	1,336	724	312	120
Auto Allowance	5,030	5,650	5,626	8,400
Social Security & Med & FICA	15,413	16,254	15,873	16,041
TMRS Contributions	25,004	24,901	24,269	33,768
Vacation/Sick Leave Buy Back	3,889	3,792	2,911	-
Workers Compensation	690	767	572	893
Unemployment Tax	669	621	302	621
Employee Insurance Transfer Out	-	20,814	20,808	22,557
SUB-TOTAL	$ 253,342	$ 304,361	$ 296,416	$ 326,442
Supplies & Materials				
Utilities - Communications	$ 3,251	$ 3,372	$ 3,559	$ 3,880
Office Supplies	2,997	2,200	3,074	2,500
Copier & Printer Supplies	-	1,500	-	1,000
Uniforms & Accessories	89	120	35	450
Small Tools & Equipment	82	1,000	-	1,675
Community Relations & Special Events	280	3,290	2,627	3,750
Dues & Subscriptions	1,889	2,103	1,498	1,800
Employee Training	2,191	19,450	15,297	11,000
Mileage Reimbursement	597	350	291	250
SUB-TOTAL	$ 11,377	$ 33,385	$ 26,381	$ 26,305
Maintenance & Repairs				
Office Equipment Repairs & Maintenance	$ -	$ 300	$ -	$ 300
Federal-Disaster/Emergency	-	10,000	33,200	-
SUB-TOTAL	$ -	$ 10,300	$ 33,200	$ 300
Contractual Services				
Professional Services	$ -	$ 38,000	$ 37,911	$ -
Printer Services	-	300	39	300
Newsletter Print Services	8,919	13,500	11,815	13,500
Community Events	14,273	200	315	-
Web Page Services	4,210	6,226	5,421	6,805
Copier Rental & Maintenance	621	861	689	1,000
SUB-TOTAL	$ 28,022	$ 59,087	$ 56,189	$ 21,605
TOTAL CITY MANAGER	**$ 292,742**	**$ 407,133**	**$ 412,186**	**$ 374,652**

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.

GOALS	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment, and financial transparency.	Budget to maintain and improve Sache's current financial foundation. 1-2 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Proactively identify and pursue regulations that enhance quality of life and that protect the community. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Budget to maintain and improve Sachse's current financial foundation.

Action: Stayed within budget and saved money on legal advertising.

Strategic Objective: Utilize technology to provide the public convenient access to municipal information.

Action: Implemented Legistar agenda packet system for all boards.

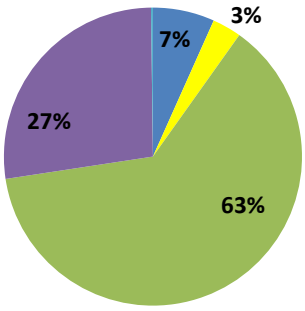
Strategic Objective: Proactively identify and pursue regulations that enhance quality of life and that protect the community.

Action: Conducted municipal elections.

Action: Completed appointment cycle of Boards/Commissions.

Strategic Objective: Continually enhance Sachse's approach to quality customer service.

Action: Processing of Open Records Requests within less than three days.

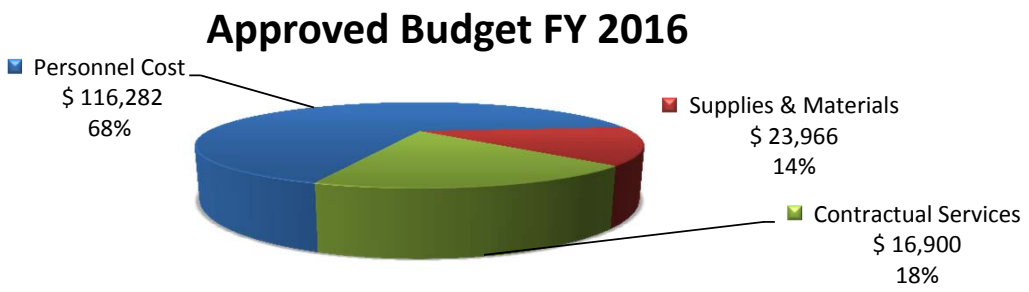


- City Council Meetings
- Ordinances Processed and Codified
- Open Record Requests
- Agenda Packets
- Elections Coordinated

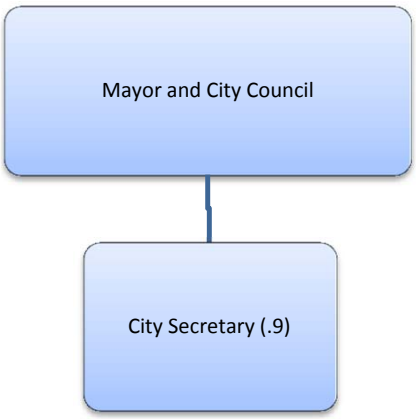
MAJOR BUDGETARY ISSUES

Advertising and Legal Fees were decreased and spread between City Secretary, Community Development, and Finance to accurately reflect appropriate departments.

DEPARTMENT: CITY SECRETARY				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
City Council Meetings	34	34	35	32
Ordinances Processed and Codified	28	20	18	15
Open Record Requests	280	300	300	300
Agenda Packets	192	192	136	130
Elections Coordinated	2	1	-	1



EXPENDITURES	**Actual 2012-13**	**Actual 2013-14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 103,141	$ 109,080	$ 127,751	$ 116,282	-10%
Supplies & Materials	18,476	22,407	31,276	23,966	-31%
Contractual Services	45,574	28,252	30,800	16,900	-82%
TOTAL	$ 167,191	$ 159,739	$ 189,827	$ 157,148	-21%



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
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 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
CITY SECRETARY				
Personnel Costs				
Wages & Salaries	$ 84,502	$ 93,935	$ 92,258	$ 83,187
Overtime	100	-	-	-
Longevity Pay	920	968	968	-
Auto Allowance	3,621	3,600	2,700	3,600
Social Security & Med & FICA	6,895	7,684	7,517	6,701
TMRS Contributions	10,755	13,062	12,875	11,712
Vacation/Sick Leave Buy Back	1,810	1,937	2,960	-
Workers Compensation	269	1,149	1,113	1,115
Unemployment Tax	207	207	9	207
Employee Insurance Transfer Out	-	5,209	5,208	9,760
SUB-TOTAL	$ 109,080	$ 127,751	$ 125,609	$ 116,282
Supplies & Materials				
Utilities - Communications	$ 6,498	$ 7,416	$ 6,872	$ 7,536
Office Supplies	5,063	1,630	1,451	2,000
Postage	44	50	-	50
Filing Fees	70	100	-	100
Uniforms & Accessories	(38)	560	718	560
Small Tools & Equipment	-	200	-	200
Special Events & Programs	1,058	1,500	1,498	1,500
Dues & Subscriptions	863	1,429	235	1,429
Employee Training	7,893	17,093	14,449	9,293
Awards, Plaques, Goodwill	955	1,298	1,097	1,298
SUB-TOTAL	$ 22,407	$ 31,276	$ 26,320	$ 23,966
Contractual Services				
Codification Services	$ 3,413	$ 3,500	$ 3,566	$ 3,600
Advertising & Legal Publications	14,586	15,000	16,281	1,000
Election Services	7,250	8,300	-	8,300
Copier Rental & Maintenance	3,002	4,000	1,634	4,000
SUB-TOTAL	$ 28,252	$ 30,800	$ 21,482	$ 16,900
TOTAL CITY SECRETARY	**$ 159,739**	**$ 189,827**	**$ 173,410**	**$ 157,148**

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.

GOAL	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Maintain an inviting community atmoshere for families. 1 yr
	Creatively meet the wide range of needs in the community through the library's educational programs and services. 1 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Develop programs and resources that attract and retain talented public service professionals. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Creatively meet the wide range of needs in the community through the library's educational programs and services.

Action: Assisted with creation/expansion of Teen Volunteer Program within Library.

Strategic Objective: Develop programs and resources that attract and retain talented public service professionals.

Action: Rolled out revamped Employee Recognition program: Sachse Shines.

Action: Implemented new Shine On Sachse Wellness Program (included biometric screenings, health fair, seminars and two challenges).

Action: Completed a citywide compensation study.

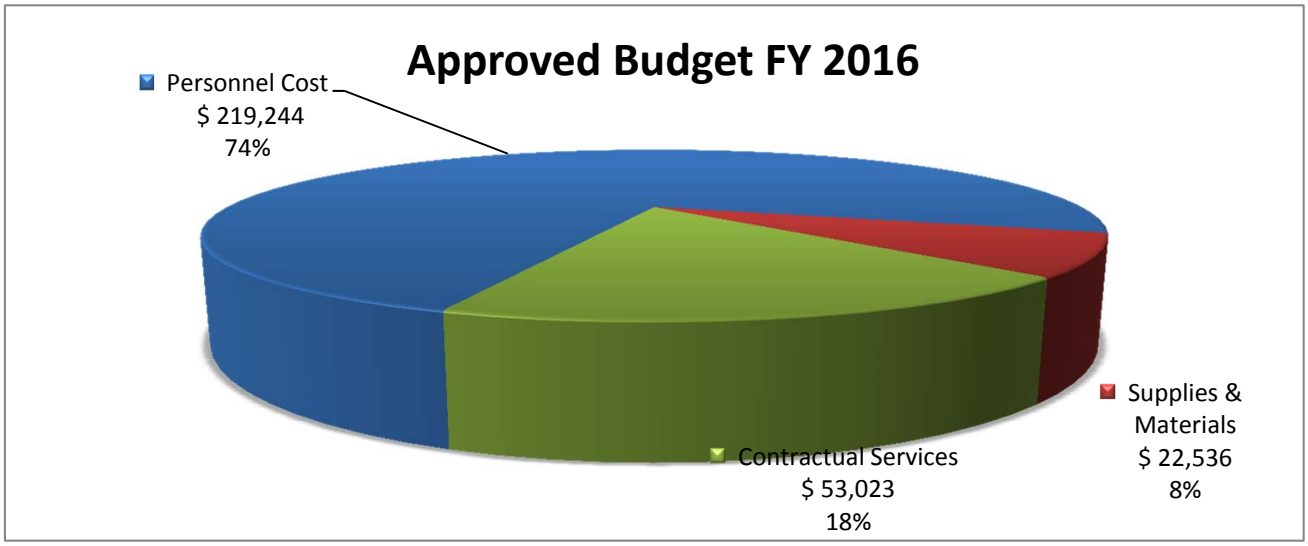
Strategic Objective: Continually enhance Sachse's approach to quality customer service.

Action: CPR Training conducted for all employees.

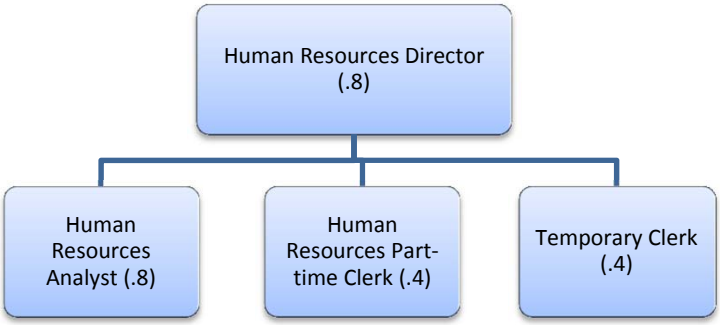
Action: Created Employee Recognition Committee that is creating options for improvement in City communication.

Department: HUMAN RESOURCES				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**2015-2016**
Activities:				
New Hires	28	32	30	31
Applications Received	2,197	1,801	1,951	2,155
Number of Terminations*	28	34	29	33

*Voluntary and involuntary



EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 146,328	$ 154,145	$ 175,718	$ 219,244	20%
Supplies & Materials	11,757	13,372	16,339	22,536	27%
Contractual Services	56,382	55,173	100,247	53,023	-89%
TOTAL	$ 214,467	$ 222,690	$ 292,304	$ 294,803	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
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 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
HUMAN RESOURCES				
Personnel Costs				
Wages & Salaries	$ 128,168	$ 133,989	$ 134,373	$ 171,626
Longevity Pay	194	174	246	410
Social Security & Med & FICA	9,665	10,275	10,161	13,174
TMRS Contributions	14,797	15,867	16,000	21,477
Vacation/Sick Leave Buy Back	-	156	-	174
Workers Compensation	422	458	342	587
Unemployment Tax	900	828	88	828
Employee Insurance Transfer Out	-	13,971	13,968	10,968
SUB-TOTAL	$ 154,145	$ 175,718	$ 175,178	$ 219,244
Supplies & Materials				
Utilities - Communications	$ 3,141	$ 2,400	$ 2,857	$ 2,448
Office Supplies	2,394	2,650	1,941	2,000
Postage	-	100	-	75
Dues & Subscriptions	544	339	474	638
Employee Training	594	2,550	1,368	2,400
Mileage Reimbursement	-	300	-	-
Employee Training - City Wide	-	1,500	1,500	8,900
Employee Appreciation	6,698	6,500	6,382	6,075
SUB-TOTAL	$ 13,372	$ 16,339	$ 14,522	$ 22,536
Contractual Services				
Legal/Consulting Fees	$ 36,229	$ 36,924	$ 30,159	$ 26,700
Printer Services	-	100	-	100
Medical Services	7,373	14,100	9,939	14,100
Recruitment & Retention	4,098	40,500	35,999	5,500
Copier Rental & Maintenance	956	1,123	929	1,123
Maintenance & Support Contracts	6,517	7,500	6,517	5,500
SUB-TOTAL	$ 55,173	$ 100,247	$ 83,543	$ 53,023
TOTAL HUMAN RESOURCES	**$ 222,690**	**$ 292,304**	**$ 273,243**	**$ 294,803**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width. 1-3 yr
	Provide utility infrastructure to meet comm. growth. 1-2
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
	Identify and protect sources of recurring funds to invest in infrastructure maintenance. 1 yr
	Proactively prepare for foreseeable growth pattern shifts. 1
	Continue to achieve public finance gold standards in financial reporting. 1 yr
	Explore debt financing responsibly and maintain debt levels to a conservative percent of overall revenue. 1-2 yr
Make Sachse more prosperous through job creation and quality development that adds community value.	Review the Comprehensive Plan for updates and modifications. 1 yr
Provide excellent governmental services to Sachse's citizens.	Develop programs and resources that attract and retain public service professionals. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Explore debt financing responsibly and maintain debt levels to a conservative percent of overall revenue.

Action: Issued refunding bonds for over $100,000 annual savings and confirmed bond ratings.

Action: Reviewed financial policies including debt guidelines and continuing disclosure.

Strategic Objective: Continue to achieve public finance gold standards in financial reporting.

Action: Distinguished Budget Presentation Award - 3rd year.

Action: GFOA CAFR award - 16th year.

Strategic Objective: Review the Comprehensive Plan for updates and modifications.

Action: Fund comprehensive plan update.

Strategic Objective: Develop programs and resources that attract and retain public service professionals.

Action: Complete installation of electronic time reporting.

Strategic Objective: Continually enhance Sachse's approach to quality customer service.

Action: Upgrade CIS/CRM applications - credit card drafting and telephone notifications.

Action: Upgraded credit card terminals to chip technology.

Did you know?

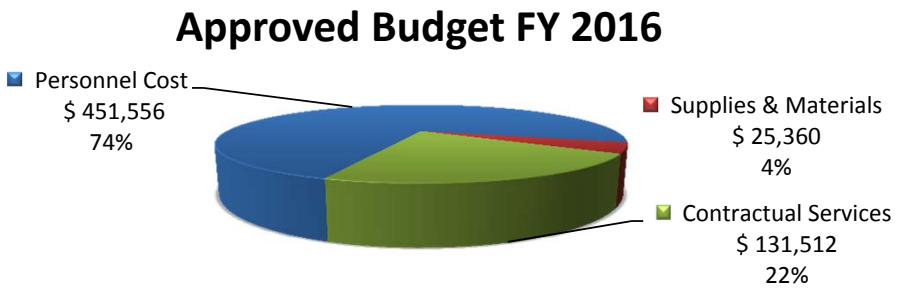
The CAFR award is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

MAJOR BUDGETARY ISSUES

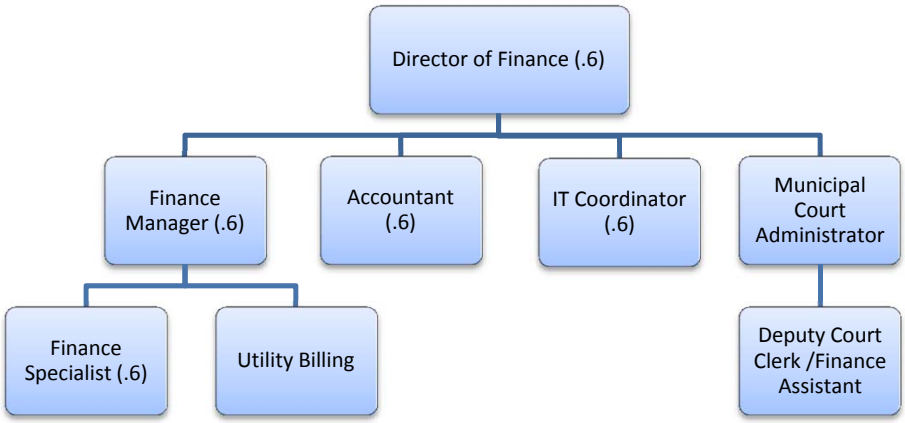
Financial reporting requirements continue to become increasingly complex and intensive in order to meet the requirements of regulatory agencies, grant and bond covenants (including arbitrage), and generally accepted accounting standards. Credit card and e-government fees continue to increase as citizens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

DEPARTMENT: FINANCE				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Budget Reports	12	12	12	12
Payroll Checks	817	560	320	400
Payroll Direct Deposits	3,656	4,509	3,966	3,600
Investment Reports & Budget Documents	4	4	4	4
Accounts Payable Checks	2,806	2,730	2,736	2,800
Wires/Electronic Funds Transfers	268	341	334	300
Help Desk Tickets	787	864	1,152	982
GFOA CAFR Award (# of years)	15	16	17	18
GFOA Budget Award (# of years)	1	2	3	4
Audit Findings	-	-	NA	NA

NA = Not Available



EXPENDITURES	**Actual 2012-13**	**Actual 2013-14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 300,986	$ 351,622	$ 419,336	$ 451,556	7%
Supplies & Materials	16,569	20,348	24,301	25,360	4%
Contractual Services	97,346	95,777	118,273	131,512	10%
TOTAL	$ 414,901	$ 467,747	$ 561,910	$ 608,428	8%



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	2.4	3	3	3	3
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	2.4	3	3	3	3

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
FINANCE				
Personnel Costs				
Wages & Salaries	$ 287,667	$ 314,587	$ 312,937	$ 338,617
Overtime	450	1,731	401	1,200
Longevity Pay	1,292	1,588	1,584	1,828
Social Security & Med & FICA	21,185	24,658	23,147	26,523
TMRS Contributions	34,727	41,565	41,175	46,355
Vacation/Sick Leave Buy Back	4,265	4,427	1,080	5,066
Workers Compensation	982	1,081	807	1,162
Unemployment Tax	1,053	1,035	45	1,035
Employee Insurance Transfer Out	-	28,664	28,668	29,770
SUB-TOTAL	$ 351,622	$ 419,336	$ 409,843	$ 451,556
Supplies & Materials				
Utilities - Communications	$ 7,963	$ 7,440	$ 7,569	$ 7,644
Office Supplies	3,160	2,415	2,303	2,550
Postage	67	110	107	110
Uniforms & Accessories	184	-	-	-
Small Tools & Equipment	174	500	2	500
Dues & Subscriptions	5,723	6,491	6,112	6,711
Employee Training	2,202	5,955	4,166	6,455
Mileage Reimbursement	875	1,390	865	1,390
SUB-TOTAL	$ 20,348	$ 24,301	$ 21,124	$ 25,360
Contractual Services				
Professional Services	$ 23,467	$ 34,802	$ 29,420	$ 43,692
Printer Services	1,142	1,500	453	1,500
Bank Charges & Fees	7,093	16,215	14,070	8,250
Cash Overage/Shortage	75	-	127	-
Advertising and Legal Publications	-	-	-	3,000
Tax Collection Services	9,430	9,530	9,715	9,437
Property Appraisal Services	53,451	55,039	55,331	64,398
Copier Rental & Maintenance	1,119	1,187	1,551	1,235
SUB-TOTAL	$ 95,777	$ 118,273	$ 110,668	$ 131,512
TOTAL FINANCE	**$ 467,747**	**$ 561,910**	**$ 541,635**	**$ 608,428**

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.

GOALS	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment and financlal transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community. 1-2 yrs
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information and communication. 1-2 yr
	Proactively identify and pursue regulations that enhance quality of life and that protect the community. 1-2 yr
	Continue to enhance Sachse's approach to excellent customer service. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Budget to maintain and improve Sachse's current financial foundation.

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

Strategic Objective: Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.

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

Action: Purchase of Ticket Writer System to improve efficiency and accuracy for Citations.

Strategic Objective: Utilize technology to provide the public convenient access to municipal information and communication.

Action: Continue to obtain email addresses to communicate with customers

Action: Electronic online option will allow for electronic payments

Action: Additional services will include online requests (including emails) 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.

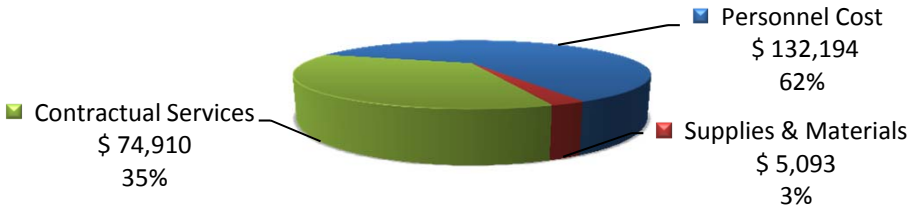
MAJOR BUDGETARY ISSUES

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 increasing.

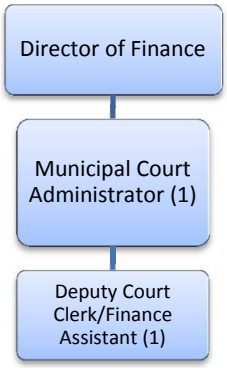
DEPARTMENT: MUNICIPAL COURT				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Cases Filed	3,134	2,246	2,350	2,500
Dispositions Prior to Trial	1,601	1,130	1,267	1,200
Deferred Dispositions	619	550	472	960
Dismissals	202	507	301	300
Trials	83	59	38	40
Cases Appealed	-		-	
Warrants Issued	656	490	242	300
Fines Collected	$ 319,652	$ 215,095	$ 259,783	$ 280,000
Court Sessions	40	41	40	40

NA = Not Available

Approved Budget FY 2016



EXPENDITURES	**Actual 2012/13**	**Actual 2012/13**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 89,738	$ 94,474	$ 109,562	$ 132,194	17%
Supplies & Materials	4,256	5,324	5,279	5,093	-4%
Contractual Services	68,495	65,279	70,559	74,910	6%
TOTAL	$ 162,489	$ 165,076	$ 185,400	$ 212,197	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
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 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
MUNICIPAL COURT				
Personnel Costs				
Wages & Salaries	$ 73,618	$ 76,355	$ 69,542	$ 95,896
Overtime	2,648	2,000	2,358	2,000
Other Pay	846	900	-	-
Longevity Pay	560	704	92	192
Social Security & Med & FICA	5,811	6,199	5,318	7,503
TMRS Contributions	9,305	10,449	9,437	13,115
Vacation/Sick Leave Buy Back	1,036	1,073	-	-
Workers Compensation	246	271	202	335
Unemployment Tax	404	414	135	414
Employee Insurance Transfer Out	-	11,197	11,196	12,739
SUB-TOTAL	$ 94,474	$ 109,562	$ 98,281	$ 132,194
Supplies & Materials				
Utilities - Communications	$ 1,317	$ 1,092	$ 1,084	$ 1,116
Office Supplies	1,041	1,590	1,538	1,380
Uniforms & Accessories	88	-	-	-
Small Tools & Equipment	-	300	-	300
Dues & Subscriptions	331	447	508	447
Employee Training	1,630	1,750	1,805	1,750
Mileage Reimbursement	917	100	-	100
SUB-TOTAL	$ 5,324	$ 5,279	$ 4,935	$ 5,093
Contractual Services				
Prosecuting Attorney Fees	$ 18,325	$ 18,500	$ 14,025	$ 18,500
Municipal Court Judge Fees	35,560	36,000	42,160	40,000
Printer Services	371	2,000	989	2,000
Bank Charges & Fees	3,173	4,800	3,373	4,800
Jury Service Fees	-	850	222	850
Language Interpreter Services	-	250	-	250
Copier Rental & Maintenance	650	659	680	695
Maintenance & Support Contracts	7,200	7,500	7,500	7,815
SUB-TOTAL	$ 65,279	$ 70,559	$ 68,949	$ 74,910
TOTAL MUNICIPAL COURT	**$ 165,076**	**$ 185,400**	**$ 172,165**	**$ 212,197**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Maintain an inviting community atmosphere for families. 1 yr
	Offer exceptional community events. 1 yr
	Expand recreational amenities within the community. 1 yr
	Partner with local organizations to maximize the public's benefit from facilities within existing use policies. 1 yr
	Expand the trail system to enhance multimodal transportation options. 1-3 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Maintain an inviting community atmoshere for families.

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

Action: Completed a city-wide parks and recreation survey for an update to the Parks Master Plan.

Action: Developed a promotional video highlighting the Sachse Parks and Recreation offerings.

Strategic Objective: Offer exceptional community events.

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

Action: Implement two additional community events -We added two additional Movie in the Park events this past year.

Action: Worked with EDC, and the Chamber of Commerce on the annual Red, White and Blue Blast.

Strategic Objective: Expand recreational amenities within the community.

Action: Completed the construction of Firefighters Park.

Strategic Objective: Partner with local organizations to maximize the public's benefit from facilities within existing use policies.

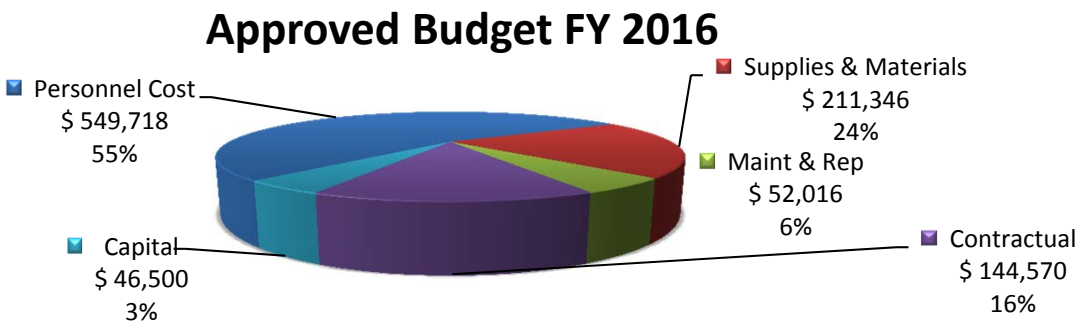
Action: Finalized the Friends of Sachse Parks and Recreation memorandum of understanding.

MAJOR BUDGETARY ISSUES

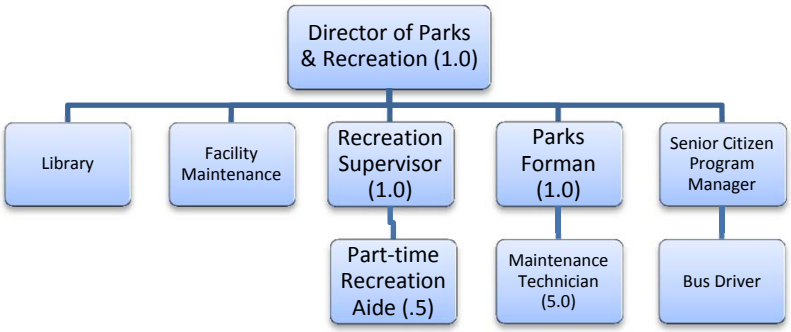
Park improvement needs are under review include parking, lighting, developing Children's Medical areas and adding a sand volleyball court. These amenities were not included in this budget year but evaluation will continue for improvements in future budget years.

DEPARTMENT: PARKS AND RECREATION				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Parks Acres Maintained	149	149	152	152
Miles of Street Medians Maintained	7	7	7.5	7.5
Ball Field Maintenance	7	7	7	7
Grounds Maintenance	55	55	55	55
Green Space Added (acres)	10	0	0.5	0.5
Playground Replacement and Addition	0	1	0	1
Recreation Classes Special Events	215	215	214	217
Special Events	12	13	13	13
Tree City USA Award (# of years)	5	6	7	8

NA = Not Available



EXPENDITURES	**Actual 2012/13**	**Actual 2012/13**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 378,011	$ 391,436	$ 461,145	$ 549,718	16%
Supplies & Materials	170,487	169,856	192,846	211,571	9%
Maintenance & Repairs	40,373	51,715	52,016	52,016	0%
Contractual	138,120	130,691	144,570	144,570	0%
Capital	0	8,849	28,510	46,500	0%
TOTAL	$ 726,991	$ 752,547	$ 850,577	$ 1,004,375	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	7	8	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	8.5	8.5	8.5	8.5

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
PARKS & RECREATION				
Personnel Costs				
Wages & Salaries	$ 306,926	$ 320,836	$ 319,041	$ 378,451
Overtime	7,932	8,000	9,785	8,000
Other Pay	301	300	300	300
Longevity Pay	2,172	2,628	2,512	2,962
Social Security & Med & FICA	23,401	25,700	24,001	30,263
TMRS Contributions	37,909	43,320	43,592	52,892
Vacation/Sick Leave Buy Back	3,699	4,184	4,143	5,888
Workers Compensation	7,102	7,854	5,861	9,198
Unemployment Tax	1,994	1,863	308	1,863
Employee Insurance Transfer Out	-	46,460	46,464	59,901
SUB-TOTAL	$ 391,436	$ 461,145	$ 456,006	$ 549,718
Supplies & Materials				
Utilities - Electric	$ 46,251	$ 43,912	$ 46,903	$ 45,912
Utilities - Gas	1,937	2,052	1,809	2,400
Utilities - Water	68,721	77,000	88,845	92,200
Utilities - Communications	5,484	7,092	6,828	7,164
Office Supplies	1,715	1,500	1,565	1,700
Postage	2,305	2,240	2,482	2,370
Chemical Supplies	5,390	6,500	1,177	6,500
Uniforms & Accessories	2,600	2,400	2,618	2,400
Small Tools & Equipment	7,827	7,900	10,354	7,900
Fuel & Lubricants	15,946	16,300	13,126	16,300
Special Events & Programs	6,729	21,300	21,309	21,300
Park Promotions	800	1,110	1,667	1,110
Dues & Subscriptions	1,776	1,615	1,713	1,615
Employee Training	2,375	1,825	2,023	2,600
Mileage Reimbursement	-	100	16	100
SUB-TOTAL	$ 169,856	$ 192,846	$ 202,435	$ 211,571
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 4,841	$ 5,000	$ 5,298	$ 5,000
Machinery Repairs & Maintenance	9,038	8,000	8,098	8,000
Building Repairs & Maintenance	2,190	2,000	2,076	2,000
Ballfield Maintenance	8,295	9,016	10,345	9,016
Playground Repairs & Maintenance	9,560	12,000	12,127	12,000
Irrigation Repairs & Maintenance	4,578	5,000	4,737	5,000
Erosion Repairs & Maintenance	2,675	3,000	2,878	3,000
Parks Maintenance & Repair	10,538	8,000	10,494	8,000
SUB-TOTAL	$ 51,715	$ 52,016	$ 56,053	$ 52,016

Contractual Services				
Printer Services	$ 6,116	$ 6,000	$ 5,808	$ 6,000
Contract Mowing Services	73,031	85,000	73,528	85,000
Recreation Program Contracts	48,638	50,000	47,312	50,000
Copier Rental & Maintenance	470	586	464	586
Equipment & Machinery Rental	1,552	2,000	1,697	2,000
Maintenance & Support Contracts	885	984	489	984
SUB-TOTAL	$ 130,691	$ 144,570	$ 129,298	$ 144,570
Capital Outlay				
Park Improvement	$ -	$ 2,510	$ 2,824	$ -
Vehicles	-	26,000	26,086	35,000
Tools and Equipment over $5000	8,849	-	-	11,500
SUB-TOTAL	$ 8,849	$ 28,510	$ 28,910	$ 46,500
TOTAL PARKS & RECREATION	**$ 752,547**	**$ 879,087**	**$ 872,701**	**$ 1,004,375**

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
Be a model of financial stewardship through growth management, responsible investment and finanical transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide a high quality of life environment for families, individuals, business, and other organizations in Sachse.	Maintain an inviting community atmosphere for families. 1 yr
	Offer exceptional community events. 1 yr
Provide excellent governmental services to Sachse's citizens.	Continually enhance Sachse's approach to quality customer service. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Maintain an inviting community atmosphere for families.

Action: Attendance in senior activities reached over 20,000.

Strategic Objective: Continually enhance Sachse's approach to quality customer service.

Action: Installation of a permanent sound system in the Senior Center.

Action: Lettering was added to the Senior Center on the Sachse Rd. side to advertise the facility.

Did you know?

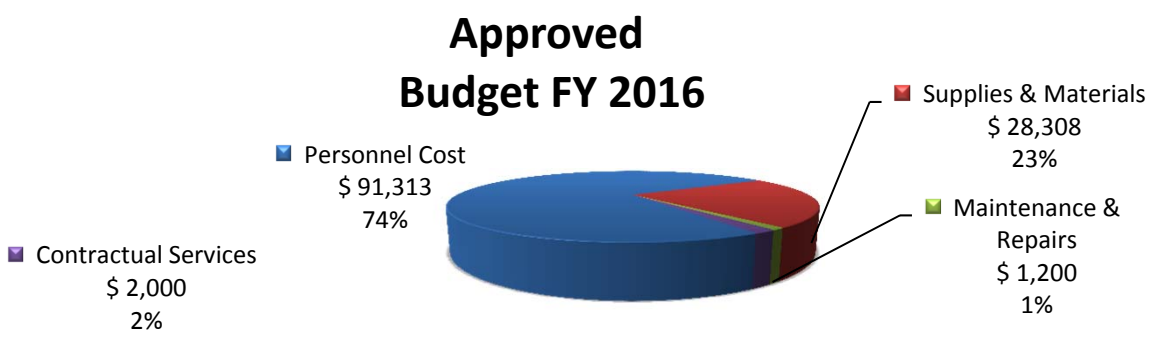
Transportation is provided to and from the Center Monday - Friday to Seniors residing in the City of Sachse? Call (972)495-6282 to schedule a ride 24 hours in advance.

MAJOR BUDGETARY ISSUES

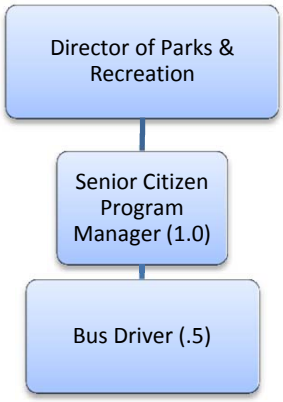
The decrease in supplies & materials for electric utilities offsets the increase in proposed budget for water utility services.

DEPARTMENT: SENIOR PROGRAMS				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Transportation-Doctors Visits	44	38	42	45
Transportation-Shopping & Entertainment	605	625	600	615
Annual Attendance-Senior Activities	18,455	19,500	20,445	21,500
Hours of Operation	8-4 M-F	8-4 M-F	8-4 M-F	8-4 M-F
Memberships	232	260	278	290

NA = Not Available



EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 72,724	$ 75,813	$ 85,329	$ 91,313	7%
Supplies & Materials	26,126	27,551	29,032	28,308	-3%
Maintenance & Repairs	438	2,741	1,200	1,200	0%
Contractual Services	2,136	1,496	2,000	2,000	0%
TOTAL	$ 101,424	$ 107,600	$ 117,561	$ 122,821	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	1	1	1	1	1
Continuous Part-Time	0	0	0	0	0
Seasonal	1.5	1.5	1.5	1.5	1.5
TOTAL	2.5	2.5	2.5	2.5	2.5

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
SENIOR PROGRAMS				
Personnel Costs				
Wages and Salaries	$ 62,522	$ 62,470	$ 63,878	$ 65,607
Overtime	54		-	-
Longevity Pay	460	508	508	648
Social Security and Med Fica	4,362	4,912	4,520	5,162
TMRS Contributions	6,163	8,279	6,934	10,497
Vacation Sick Leave Buy Back	1,154	1,191	1,177	1,258
Workers Compensation	687	730	545	231
Unemployment Tax	411	414	12	414
Employee Insurance Transfer Out	-	6,825	6,828	7,496
SUB-TOTAL	$ 75,813	$ 85,329	$ 84,402	$ 91,313
Supplies & Materials				
Utilities - Electric	$ 20,481	$ 19,824	$ 21,264	$ 21,240
Utilities - Water	1,028	1,116	1,309	1,176
Utilities - Communications	182	192	603	192
Office Supplies	1,556	1,600	2,563	1,600
Copier and Printer Supplies	-	-	-	-
Medical Supplies	-		143	-
Special Programming Supplies	1,144	1,200	1,177	1,200
Uniforms	85	-	33	-
Small Tools and Equipment	525	2,800	428	600
Fuel and Lubricants	2,345	1,600	1,446	1,600
Printing Supplies	-	-	-	-
Senior Trips and Activities	120	700	367	700
Dues and Subscription	85	-	-	-
SUB-TOTAL	$ 27,551	$ 29,032	$ 29,333	$ 28,308
Maintenance & Repairs				
Vehicle Repairs & Maintenance	$ 2,741	$ 1,200	$ 842	$ 1,200
SUB-TOTAL	$ 2,741	$ 1,200	$ 842	$ 1,200
Contractual Services				
Copier Rental & Maintenance	$ 1,496	$ 2,000	$ 658	$ 2,000
SUB-TOTAL	$ 1,496	$ 2,000	$ 658	$ 2,000
TOTAL SENIOR PROGRAMS	**$ 107,600**	**$ 117,561**	**$ 115,236**	**$ 122,821**

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.

GOALS	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment, and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Creatively meet the wide range of needs in the community through the library's educational programs and services. 1 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Budget to maintain and improve Sachse's current financial foundation.

Action: Council approved Library's Long Range Plan.

Strategic Objective: Creatively meet the wide range of needs in the community through the library's educational programs and services.

Action: Hosted over 100 programs in FY 2015 with two new community based programs: movies throughout the year and Sachse's first Author Con.

Action: Promoted Summmer Reading Club programs through both school districts, childcare centers, and faith-based organizations.

Strategic Objective: Continually enhance Sachse's approach to quality customer service.

Action: Established summer teen volunteer program.

Action: Estimated to exceed 110,000 checkouts in FY 2015 .

Action: Increased collection by 3% in FY 2015 with emphasis on the e-book colletion.

Strategic Objective: Provide adequate tools and equipment needed to deliver exceptional services.

Action: Approved an RFID system for the Library to be implemented in FY 2016.

Did you know?

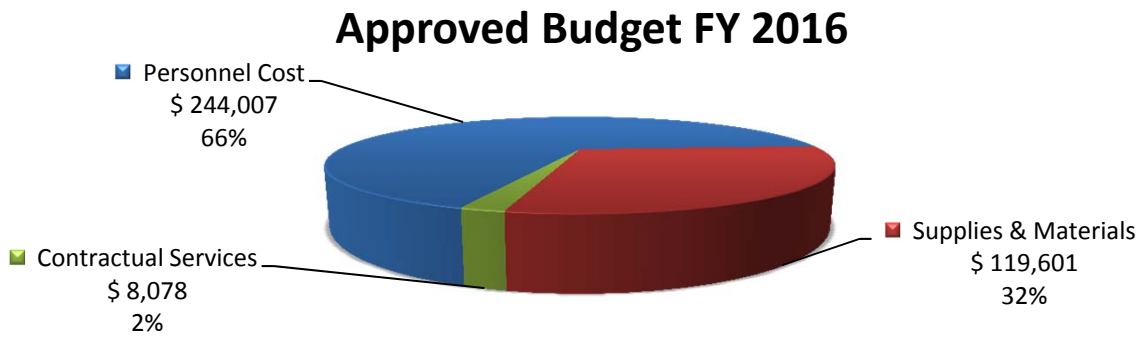
The Excellence in Libraries Award is an honor given annually to libraries that demonstrate service excellence in ten specific areas: Summer Reading Program; Services to the Underserved; Enhanced Service; Marketing Materials; Policies and Procedures; Programming for Adults and Families; Literacy Support;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

MAJOR BUDGETARY ISSUES

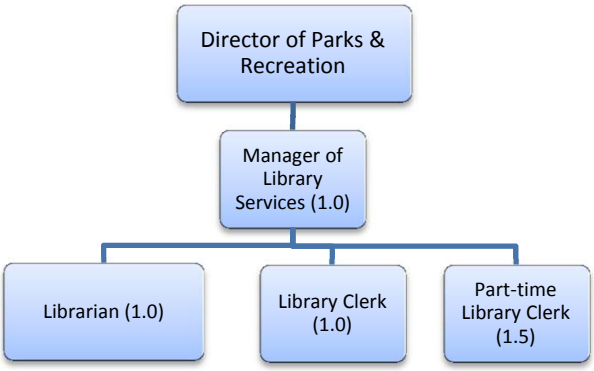
Program attendees, door count, and internet usage continued to increase in FY 2015. The library continues to offer the same number of programs annually despite budget constraints. Funds for new materials will be provided in FY 2016. Council approved funds for RFID in May 2015. The system will be implemented in FY 2016.

DEPARTMENT: LIBRARY				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Circulation	91,461	101,076	116,031	122,000
Program Attendance	5,161	5,805	7,100	7,800
Programs	97	111	125	125
New Patrons	1,134	1,133	1,139	1,300
Titles in Collection	40,169	43,935	40,013	44,000
New Books Added	4,563	4,709	6,339	6,300
E-books	0	928	1190	1,500
Excellence in Libraries Award (# of years)	7	8	9	10

NA = Not Available



EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 201,470	$ 203,759	$ 229,603	$ 244,007	6%
Supplies & Materials	75,403	85,619	100,019	119,601	16%
Contractual Services	6,939	6,272	6,986	8,078	14%
TOTAL	$ 283,812	$ 295,650	$ 336,608	$ 371,686	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	4	4	3	3	3.1
Continuous Part-Time	0.5	0.5	1.5	1.5	1.5
Seasonal	0	0	0	0	0
TOTAL	4.5	4.5	4.5	4.5	4.6

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
LIBRARY SERVICES				
Personnel Costs				
Wages and Salaries	$ 167,720	$ 172,582	$ 171,273	$ 180,006
Overtime	-	250	-	250
Longevity Pay	1,016	1,134	1,256	288
Social Security and Med Fica	12,879	13,475	13,047	13,925
TMRS Contributions	19,957	22,740	22,537	24,338
Vacation/Sick Leave Buy Back	423	2,149	431	1,486
Workers Compensation	519	561	497	615
Unemployment Tax	1,244	1,242	64	1,242
Employee Insurance Transfer Out	-	15,470	15,468	21,857
SUB-TOTAL	$ 203,759	$ 229,603	$ 224,573	$ 244,007
Supplies & Materials				
Utilities - Electric	$ 9,655	$ 10,164	$ 10,101	$ 9,888
Utilities - Gas	3,250	3,420	1,897	3,420
Utilities - Water	1,022	1,116	1,308	1,116
Utilities - Communications	9,681	9,336	9,131	9,336
Office Supplies	3,137	2,660	2,891	3,788
Postage	174	300	260	350
Library Supplies	3,997	5,533	5,449	5,553
Library Books & Media	44,765	50,000	50,203	69,000
Special Programming Supplies	2,996	3,500	3,364	3,850
Uniforms and Accessories	188	125	144	150
Small Tools and Equipment	822	2,565	2,463	500
Special Events and Programs	-	4,200	4,313	4,700
Dues and Subcriptions	3,339	4,000	2,767	4,050
Employee Training	2,592	3,100	3,066	3,900
SUB-TOTAL	$ 85,619	$ 100,019	$ 97,356	$ 119,601
Contractual Services				
Copier Rental & Maint	1,780	1,886	1,872	2,978
Maintenance and Support Cont	4,491	5,100	4,959	5,100
SUB-TOTAL	$ 6,272	$ 6,986	$ 6,831	$ 8,078
TOTAL LIBRARY SERVICES	**$ 295,650**	**$ 336,608**	**$ 328,760**	**$ 371,686**

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.

GOALS	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
	Proactively prepare for foreseeable growth pattern shifts. 1 yr
Make Sachse more prosperous through job creation and quality development that adds community value.	Utilize the Economic Development Corporation to create an environment attractive to quality non-residential development. 1 yr
	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor. 1-2 yr
	Review the Comprehensive Plan for updates and modifications. 1 yr
Meet the public safety needs of a growing citizen, student and business population.	Ensure the city is prepared in the event of an emergency.1 yr
Provide excellent governmental services to Sachse's citizens.	Proactively identify and pursue regulations that enhance quality of life and that protect the community. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Proactively identify and pursue regulations that enhance quality of life and that protect the community.

Action: Ordinance Amendments: Improved Surfaces and Accessory Building Regulations

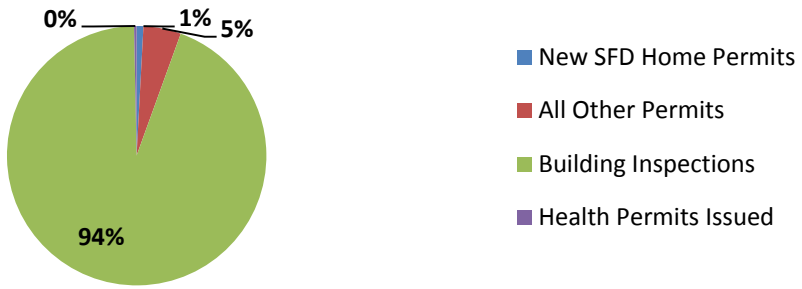
Strategic Objective: Ensure the city is prepared in the event of an emergency.

Action: Continuing to Work with the City of Garland Monitoring Ebola Virus

Action: Continuing a Mosquito Action Plan

Strategic Objective: Proactively prepare for foreseeable growth pattern shifts.

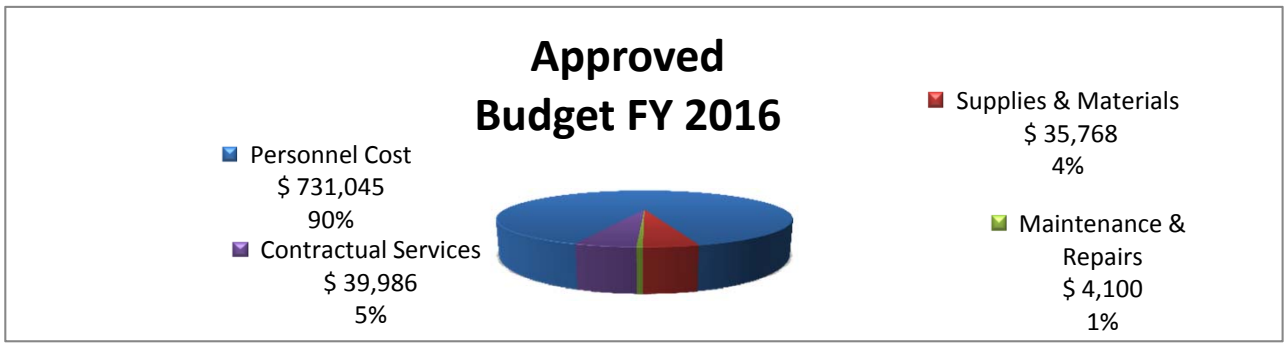
Action: Continue to track and analyze permits issued and forecast for future needs.



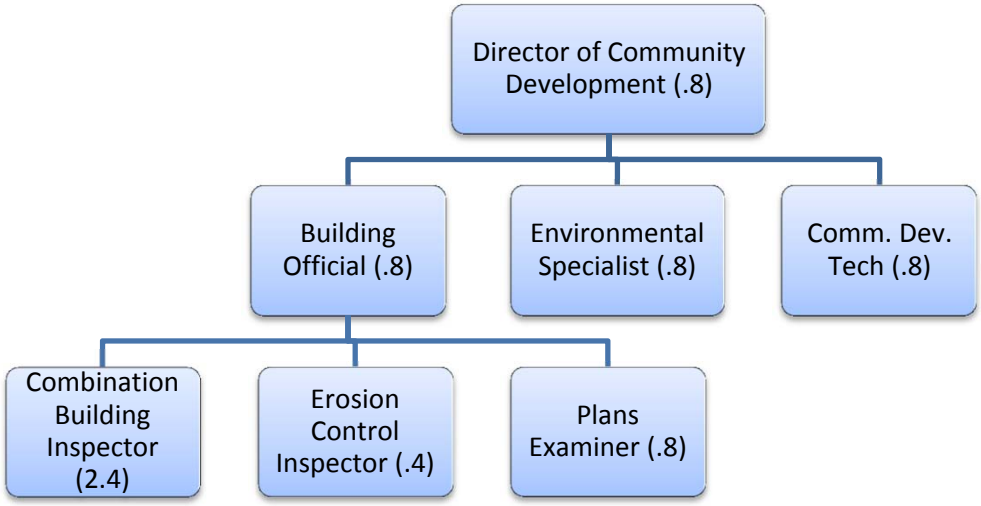
MAJOR BUDGETARY ISSUES

Based on the Citizen Comprehensive Plan Committee, an update of the Comprehensive Plan would be desirable in the near future. In fiscal year 2014-15 the funding was not allocated but is a goal within the next 3 years. 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	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
New SFD Home Permits	135	246	275	240
All Other Permits	1,171	1,458	1,500	1,348
Building Inspections	16,545	25,151	26,922	27,064
Health Permits Issued	58	63	65	92



EXPENDITURES	**Actual 2012/13**	**Actual 2012/13**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 538,035	$ 513,251	$ 568,293	$ 731,045	22%
Supplies & Materials	23,751	26,871	29,339	35,768	18%
Maintenance & Repairs	3,223	4,163	4,100	4,100	0%
Contractual Services	23,688	25,578	99,737	39,986	-149%
TOTAL	$ 588,697	$ 569,864	$ 701,469	$ 810,899	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	7	6.4	6.4	6.4	6.4
Continuous Part-Time	0	0	0	0.4	0.4
Seasonal	0	0	0	0	0
TOTAL	7	6.4	6.4	6.8	6.8

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
COMMUNITY DEVELOPMENT				
Personnel Costs				
Wages and Salaries	$ 401,693	$ 416,097	$ 406,750	$ 538,036
Overtime	10,496	-	8,825	-
Other Pay	891	900	1,061	900
Longevity Pay	3,808	3,640	4,008	3,856
Social Security and Med Fica	30,580	32,062	31,333	42,092
TMRS Contributions	50,064	56,481	55,546	73,566
Vacation/Sick Leave Buy Back	6,607	6,839	6,790	7,434
Workers Compensation	2,347	2,589	1,932	2,794
Unemployment Tax	1,864	1,863	132	1,863
Non-Wage Compensation	4,902	-	-	-
Employee Insurance Transfer Out	-	47,822	47,820	60,504
SUB-TOTAL	$ 513,251	$ 568,293	$ 564,197	$ 731,045
Supplies & Materials				
Utilities - Communications	$ 7,517	$ 8,472	$ 8,623	$ 8,640
Office Supplies	2,716	3,125	2,987	3,125
Building Code Materials	948	1,000	1,030	4,905
Uniforms and Accessories	455	385	392	455
Small Tools and Equipment	785	1,300	623	3,231
Fuel and Lubricants	6,802	5,000	4,323	5,000
Printing Supplies	1,570	1,900	1,512	1,900
Dues and Subcriptions	1,331	2,007	1,206	2,062
Employee Training	4,148	5,650	2,456	5,950
Mileage Reimbursement	599	500	437	500
SUB-TOTAL	$ 26,871	$ 29,339	$ 23,589	$ 35,768
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 4,163	$ 4,100	$ 1,348	$ 4,100
SUB-TOTAL	$ 4,163	$ 4,100	$ 1,348	$ 4,100
Contractual Services				
Professional Services	$ 19,286	$ 86,605	$ 77,505	$ 15,594
Advertising and Legal Publications	-	-	-	11,000
Copier Rental & Maint	1,768	1,777	1,857	1,885
Maintenance and Support Cont	4,524	11,355	5,839	11,507
SUB-TOTAL	$ 25,578	$ 99,737	$ 85,201	$ 39,986
TOTAL COMMUNITY DEVELOPMENT	**$ 569,864**	**$ 701,469**	**$ 674,335**	**$ 810,899**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Maintain existing roadways and alleys to an acceptable level. 1-3 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
	Identify and protect sources of recurring funds to invest in infrastructure maintenance. 1 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Expand the trail system to enhance mutimodal transportation options. 1-3 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Maintain existing roadways and alleys to an acceptable level.

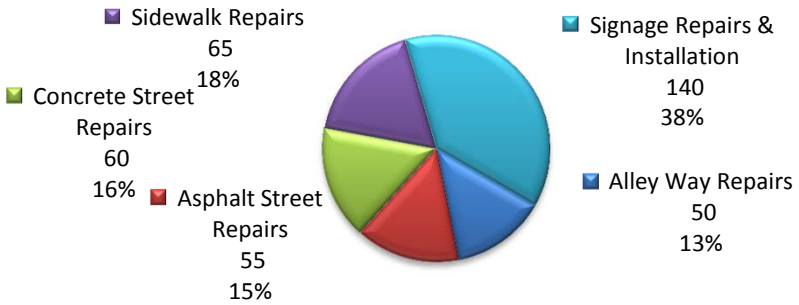
Action: Initiated pavement assessment and rating program

Action: Assisted engineering with traffic calming and drainage policies

Action: Replaced approximately 2,200 linear feet of sidewalk and ADA ramps

Strategic Objective: Utilize technology to provide the public convenient access to municipal information.

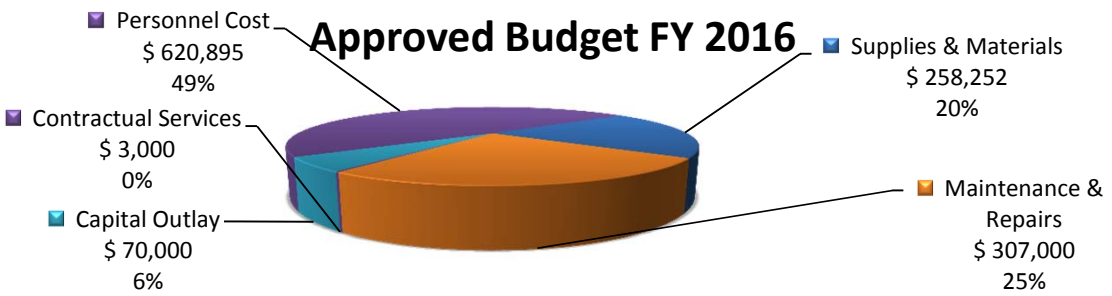
Action: Utilized the mobile message board to alert citizens of upcoming and ongoing projects.



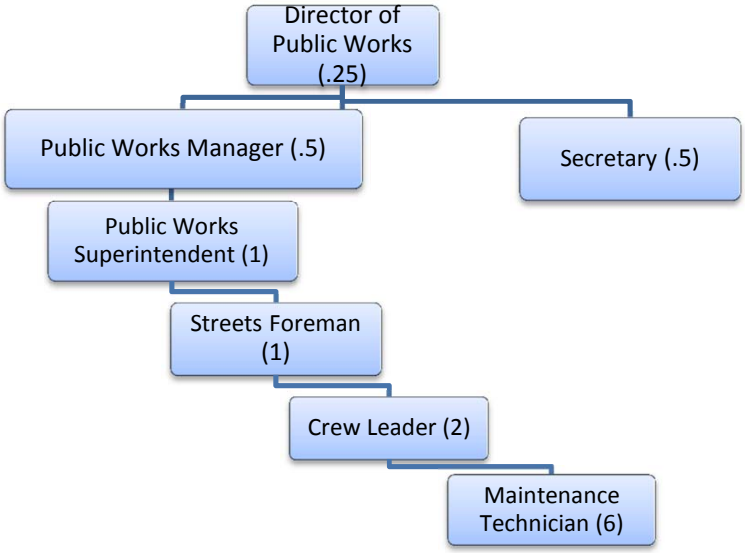
MAJOR BUDGETARY ISSUES

Funding for the reconstruction of aging roadways and other eligible infrastructure that was previously budgeted in capital outlay will now be funded with the Street Maintenance Tax approved by taxpayers.

DEPARTMENT: STREETS & DRAINAGE				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Alley Way Repairs	35	40	45	50
Asphalt Street Repairs	50	45	50	55
Concrete Street Repairs	45	50	55	60
Sidewalk Repairs	40	50	60	65
Signage Repairs & Installation	100	110	120	140



EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 460,138	$ 444,554	$ 544,879	$ 620,895	12%
Supplies & Materials	213,967	245,492	244,394	258,252	5%
Maintenance & Repairs	264,718	208,312	266,000	307,000	13%
Contractual Services	1,783	2,299	2,000	3,000	33%
Capital Outlay	202,635	49,980	8,500	70,000	0%
TOTAL	$ 1,143,241	$ 950,638	$ 1,065,773	$ 1,259,147	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	11	11	11	11	11.25
Continuous Part-Time	0	0	0	0	0
Seasonal	0	0	0	0	0
TOTAL	11	11	11	11	11.25

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
STREETS & DRAINAGE				
Personnel Costs				
Wages and Salaries	$ 342,192	$ 364,353	$ 356,556	$ 417,898
Overtime	3,641	8,625	2,019	8,625
Longevity Pay	2,582	3,516	2,990	4,084
Social Security and Med Fica	26,229	29,101	27,319	33,273
TMRS Contributions	41,661	49,053	47,650	58,152
Vacation/Sick Leave Buy Back	3,843	3,912	3,749	4,337
Workers Compensation	22,116	23,806	17,765	27,479
Unemployment Tax	2,290	2,277	125	2,277
Employee Insurance Transfer Out	-	60,236	60,240	64,770
SUB-TOTAL	$ 444,554	$ 544,879	$ 518,413	$ 620,895
Supplies & Materials				
Utilities - Electric	$ 181,921	$ 177,804	$ 189,763	$ 183,696
Utilities - Gas	1,003	1,044	753	1,044
Utilities - Water	277	318	293	384
Utilities - Communications	5,806	6,228	5,972	6,228
Office Supplies	-	-	9	5,500
Uniforms and Accessories	3,008	3,200	4,130	5,600
Small Tools and Equipment	6,712	6,000	4,017	6,000
Fuel and Lubricants	20,234	22,000	15,314	22,000
Street Sign Replacement	27,011	25,000	23,935	25,000
Barricades and Lighting	(602)	2,500	2,407	2,500
Employee Training	123	300	427	300
SUB-TOTAL	$ 245,492	$ 244,394	$ 247,021	$ 258,252
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 6,376	$ 10,000	$ 8,111	$ 10,000
Machinery Repairs and Mainte	10,281	6,000	9,463	7,000
Street Repairs and Materials	191,655	250,000	323,929	250,000
Sidewalk & Alleyway Repairs & Maint	-	-	-	40,000
SUB-TOTAL	$ 208,312	$ 266,000	$ 341,503	$ 307,000
Contractual Services				
Copier Rental & Maint	$ 440	$ 1,000	$ -	$ 2,000
Equipment & Machinery Rental	1,859	1,000	101	1,000
SUB-TOTAL	$ 2,299	$ 2,000	$ 101	$ 3,000
Capital Outlay				
Tools and Equipment over $5000	$ 49,980	$ 8,500	$ 8,500	$ -
Vehicles	-	-	-	70,000
SUB-TOTAL	$ 49,980	$ 8,500	$ 8,500	$ 70,000
TOTAL STREETS & DRAINAGE	**$ 950,638**	**$ 1,065,773**	**$ 1,115,538**	**$ 1,259,147**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Meet the public safety needs of a growing citizen, student and business population.	Ensure the city is prepared in the event of an emergency. 1 yr
Provide excellent governmental services to Sachse's citizens.	Continually enhance Sachse's approach to quality customer service. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

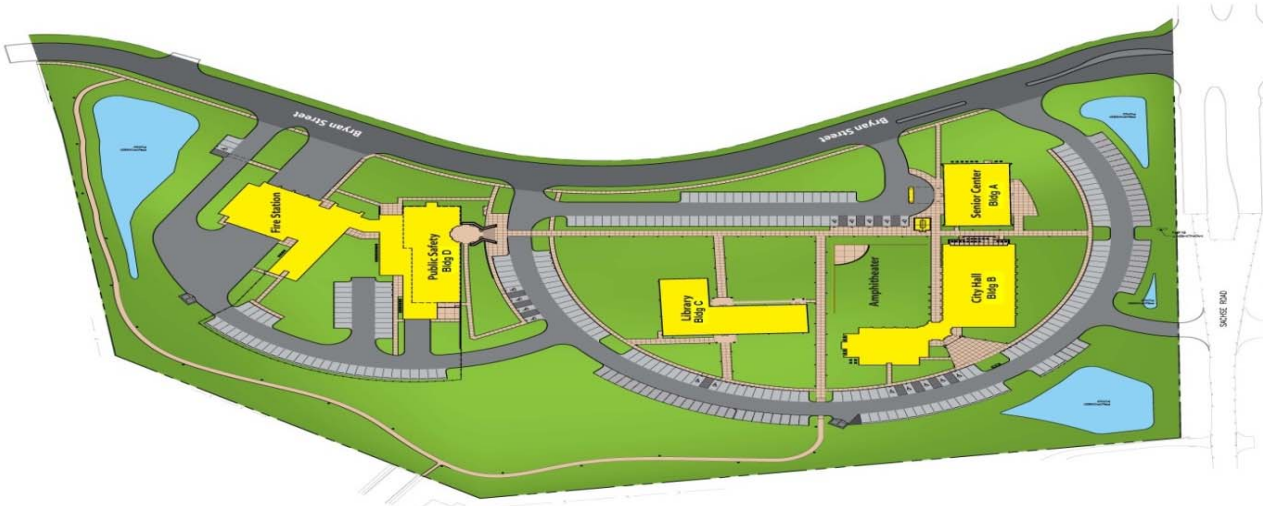
Strategic Objective: Continually enhance Sachse's approach to quality customer service.

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

Strategic Objective: Ensure the city is prepared in the event of an emergency.

Action: Complete backup generator installations at Animal Shelter and Senior Center.

City of Sachse Municipal Complex

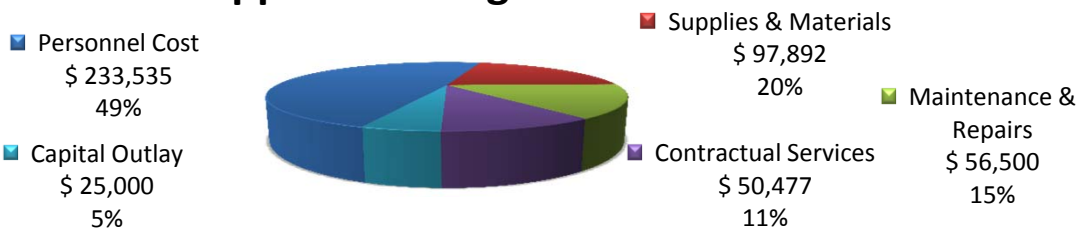


MAJOR BUDGETARY ISSUES

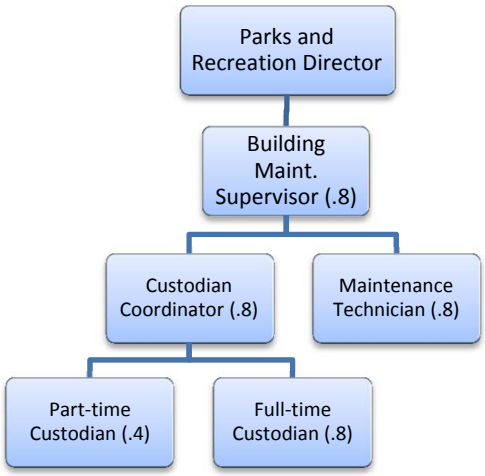
Contractual services increased due to Workorder Tracking software. The approval of the Full-time custodian will improve services offered by our custodial staff. Additional custodial personnel would lower the cost of contractual services and allow maintenance personnel to focus solely on maintenance and repairs of City facilities and not spend resources assisting custodial staff.

DEPARTMENT: FACILITIES MAINTENANCE				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Work Orders Completed	N/A	159	210	294
HVAC Units Repaired	N/A	22	19	24
HVAC Units Replaced	2	-	-	-
Roof Repairs	N/A	1	-	-
Buildings Cleaned	5	5	5	6
Buildings Maintaned	16	16	16	16
Building Remodels	-	-		-

Approved Budget FY 2016



EXPENDITURES	**Actual 2011/12**	**Actual 2012/13**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 153,763	$ 156,399	$ 181,016	$ 233,535	22%
Supplies & Materials	74,331	89,657	88,312	97,892	10%
Maintenance & Repairs	37,449	43,369	45,320	56,500	20%
Contractual Services	9,659	34,137	43,999	50,477	13%
Capital Outlay	0	0	31,300	25,000	-25%
TOTAL	$ 275,202	$ 323,563	$ 389,947	$ 463,404	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	2.4	2.4	2.4	2.4	3.2
Continuous Part-Time	0.8	0.8	0.8	0.8	0.4
Seasonal	0	0	0	0	0
TOTAL	3.2	3.2	3.2	3.2	3.6

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
FACILITY MAINTENANCE				
Personnel Costs				
Wages and Salaries	$ 123,425	$ 127,848	$ 126,086	$ 163,128
Overtime	1,169	1,000	3,522	5,000
Longevity Pay	958	164	156	416
Auto Allowance	504	600	550	600
Social Security and Med Fica	9,480	9,915	9,721	12,940
TMRS Contributions	14,888	16,714	17,003	22,615
Vacation/Sick Leave Buy Back	112	-	-	-
Workers Compensation	4,705	4,873	3,637	6,191
Unemployment Tax	1,158	1,035	149	1,035
Employee Insurance Transfer Out	-	18,867	18,864	21,610
SUB-TOTAL	$ 156,399	$ 181,016	$ 179,688	$ 233,535
Supplies & Materials				
Utilities - Electric	$ 58,841	$ 52,896	$ 62,202	$ 62,436
Utilities - Gas	3,463	3,504	2,490	2,928
Utilities - Water	1,184	1,296	1,457	1,848
Utilities - Communications	1,044	1,116	1,286	1,680
Office Supplies	-	-	173	-
Uniforms and Accessories	368	700	668	700
Small Tools and Equipment	733	1,000	1,214	1,000
Janitorial Supplies	22,794	25,000	26,858	25,000
Fuel and Lubricants	1,118	2,000	2,001	2,000
Employee Training	112	800	701	300
SUB-TOTAL	$ 89,657	$ 88,312	$ 99,052	$ 97,892
Maintenance & Repairs				
Vehicle Repairs and Maintenance	$ 73	$ 690	$ 904	$ 1,000
Building Repairs and Maintenance	$ 43,296	$ 44,630	$ 63,587	$ 55,500
SUB-TOTAL	$ 43,369	$ 45,320	$ 64,491	$ 56,500
Contractual Services				
Building Custodial Services	$ 18,667	$ 17,920	$ 26,661	$ 25,106
Maintenance & Support Contracts	15,471	26,079	15,795	25,371
SUB-TOTAL	$ 34,137	$ 43,999	$ 42,456	$ 50,477
Capital Outlay				
Vehicles	$ -	$ -	$ -	$ 25,000
Tools and Equipment over $5000	-	31,300	33,181	-
SUB-TOTAL	$ -	$ 31,300	$ 33,181	$ 25,000
TOTAL FACILITIES MAINTENANCE	**$ 323,563**	**$ 389,947**	**$ 418,868**	**$ 463,404**

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.

GOALS	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community. 1-2 yr
	Ensure the city is prepared in the event of an emergency. 1 yr
	Continue to grow the relationship of trust between the public and public safety. 1 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Proactively identify and pursue regulations that enhance quality of life and that protect the community. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.

Action: Became one of the first cities in Texas to have Text to 911 ability

Action: Continuation / growth of e-Watch in Sachse

Action: Introducted Safe Trade Zone program, providing location at Public Safety building for citizens to conduct buying and selling transactions

Action: Re-Recognized by Texas Police Chiefs Best practices

Action: Implemented Rapid Communication System via text and voice contacts through Nixle

Action: Continued to pursue joint Garland, Mesquite, Rowlett, Sachse P-25 Radio Project

Strategic Objective: Continue to grow the relationship of trust between the public and public safety.

Action: Enhanced National Night Out involvement

Strategic Objective: Utilize technology to provice the public convenient access to municipal information

Action: Modified department Facebook page to increase and divsersify interaction with all citizens

Did you Know?

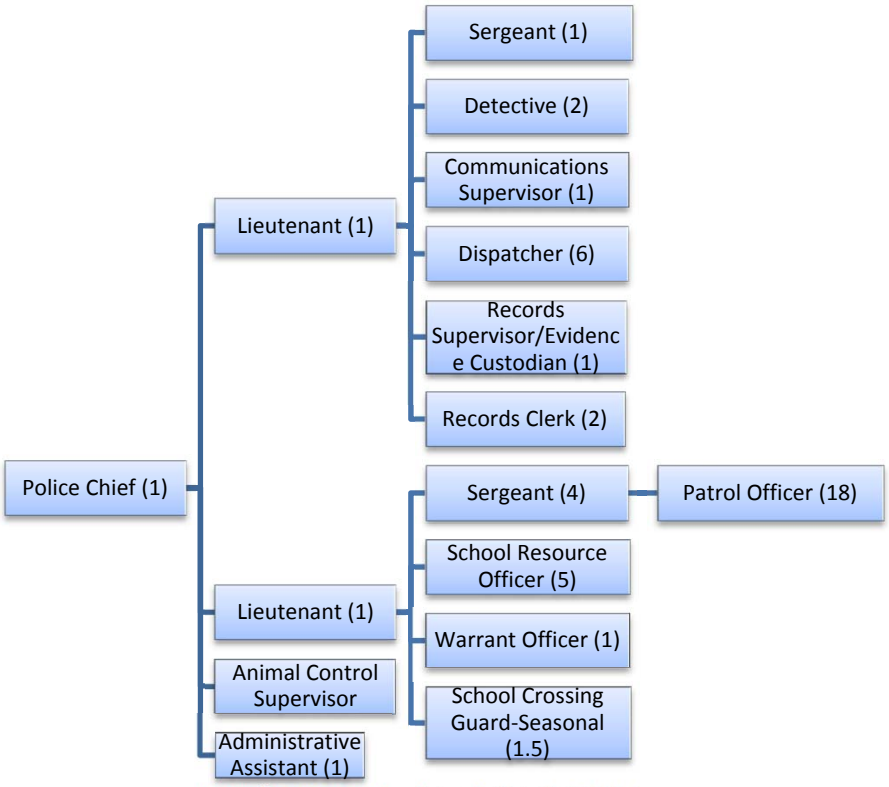
In a city-wide emergency, you can be notified through the Reverse 9-1-1 Notification System using your landline? If you do not have a landline, contact (469)429-9822 to be added to the notification system.

MAJOR BUDGETARY ISSUES

This year the department finalized agreements with the city of Garland regarding increased appropriations for two additional School Resource Officers and both purchase and usage agreements for the impending transition to the P-25 radio system. The department also proposed the purchase of two patrol vehicles to replace existing vehicles due to wear and mileage.

DEPARTMENT: POLICE				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Traffic Accidents	187	166	198	200
Burglaries	49	39	53	75
Criminal Mischief	54	37	62	45
Family Violence	30	39	43	45
911 Calls	7,562	6,675	7,625	8,000
Adult Arrests	643	526	678	750
Juvenile Detentions	26	12	31	35
Citations	1,260	1,360	1,788	1,800
Warrants Cleared	1,262	921	1,081	1,200

EXPENDITURES	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel Cost	$ 2,592,985	$ 2,588,893	$ 3,202,042	$ 4,078,772	21%
Supplies & Materials	259,530	263,043	249,476	277,464	10%
Maintenance & Repairs	37,071	39,370	34,500	34,500	0%
Contractual Services	95,004	88,694	100,885	105,265	4%
Capital Outlay	166,387	0	168,511	70,000	0%
TOTAL	$ 3,150,977	$ 2,980,001	$ 3,755,414	$ 4,566,001	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2011/12	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
Full-Time	42	43	43	45	45
Continuous Part-Time	0	1	1	1	1.5
Seasonal	0	1.5	1.5	1.5	1
TOTAL	42	45.5	45.5	47.5	47.5

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
POLICE				
Personnel Costs				
Wages and Salaries	$ 1,937,958	$ 2,155,872	$ 2,139,342	$ 2,885,649
Overtime	131,922	156,800	155,538	84,800
Non-Wage Compensation	-	13,501	21,663	-
Other Pay	15,837	14,632	17,415	15,600
Longevity Pay	14,672	-	14,500	15,768
Car Allowance	-	176,394	2,535	4,000
Social Security and Med Fica	156,831	300,736	174,268	232,534
TMRS Contributions	247,934	28,846	298,167	399,763
Vacation/Sick Leave Buy Back	23,150	59,886	24,520	33,873
Workers Compensation	51,286	9,674	44,690	81,489
Unemployment Tax	9,302	17,500	1,101	10,513
Employee Insurance Transfer Out	-	268,201	268,200	314,783
SUB-TOTAL	$ 2,588,893	$ 3,202,042	$ 3,161,938	$ 4,078,772
Supplies & Materials Utilities - Electric	$ 39,930	$ 38,388	$ 39,519	$ 44,748
Utilities - Gas	2,839	2,796	2,190	2,784
Utilities - Water	4,141	5,136	4,499	5,136
Utilities - Communications	42,934	42,156	41,521	43,896
Office Supplies	12,160	9,700	12,674	9,700
Postage	289	200	263	200
Laboratory Supplies & Equip	790	750	1,733	750
Crime Prevention Supplies	3,719	5,000	3,330	5,000
Crime Investigation Supplies	3,107	5,000	9,407	5,000
Uniforms and Accessories	24,305	20,000	27,667	20,000
Small Tools and Equipment	14,144	14,500	11,621	34,400
Fuel and Lubricants	81,647	75,000	59,284	75,000
Auto Parts and Supplies	3,506	1,800	1,012	1,800
Community Relations & Specia	1,184	1,500	1,335	1,500
Dues and Subcriptions	3,426	2,800	1,921	2,800
Employee Training	24,745	24,000	26,583	24,000
Mileage Reimbursement	177	750	35	750
SUB-TOTAL	$ 263,043	$ 249,476	$ 244,594	$ 277,464
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 34,731	$ 30,000	$ 44,707	$ 30,000
Office Equip Repairs & Maint	4,639	4,500	4,636	4,500
SUB-TOTAL	$ 39,370	$ 34,500	$ 49,343	$ 34,500
Contractual Services				
Printer Services	$ 1,082	$ 2,000	$ 2,142	$ 2,000
Prisoner Care	2,813	3,000	2,718	3,000
Motorcycle Rental Program	15,500	15,000	13,082	15,000
Copier Rental & Maint	4,203	6,765	1,857	6,765

Maintenance and Support Contr	47,062	56,620	57,197	61,000
Garland Radio Maint & Freque y	18,035	17,500	17,611	17,500
SUB-TOTAL	$ 88,694	$ 100,885	$ 94,607	$ 105,265
Capital Outlay				
Police Vehicles	$ -	$ 131,000	$ 78,541	$ 70,000
Tools and Equipment over $5000	-	20,000	18,676	-
Communication Equipment	-	17,511	6,305	-
SUB-TOTAL	$ -	$ 168,511	$ 103,522	$ 70,000
TOTAL POLICE	**$ 2,980,001**	**$ 3,755,414**	**$ 3,654,004**	**$ 4,566,001**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Meet the public safety needs of a growing citizen, student and business population.	Ensure the city is prepared in the event of an emergency. 1 yr
	Continue to grow the relationship of trust between the public and public safety. 1 yr

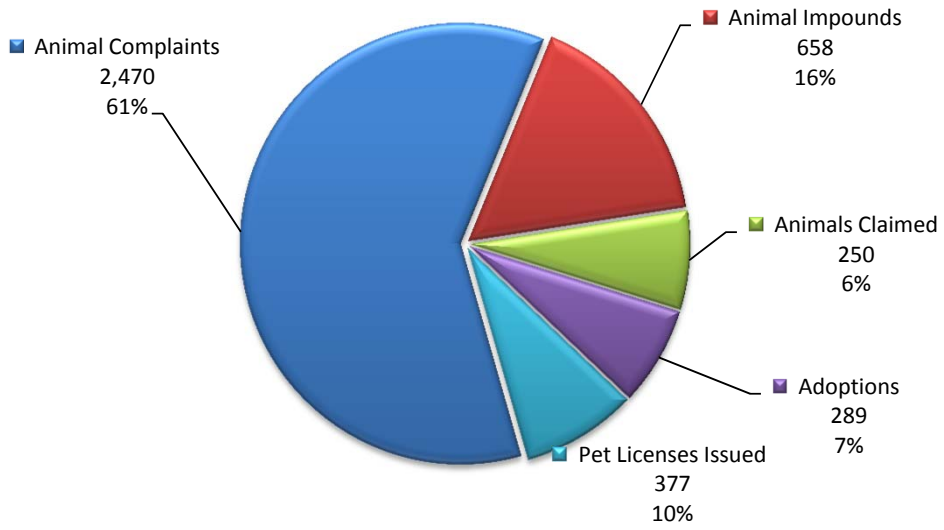
MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Ensure the city is prepared in the event of an emergency.

Action: Backup Generator installed at Animal Shelter.

Strategic Objective: Continue to grow the relationship of trust between the public and public safety.

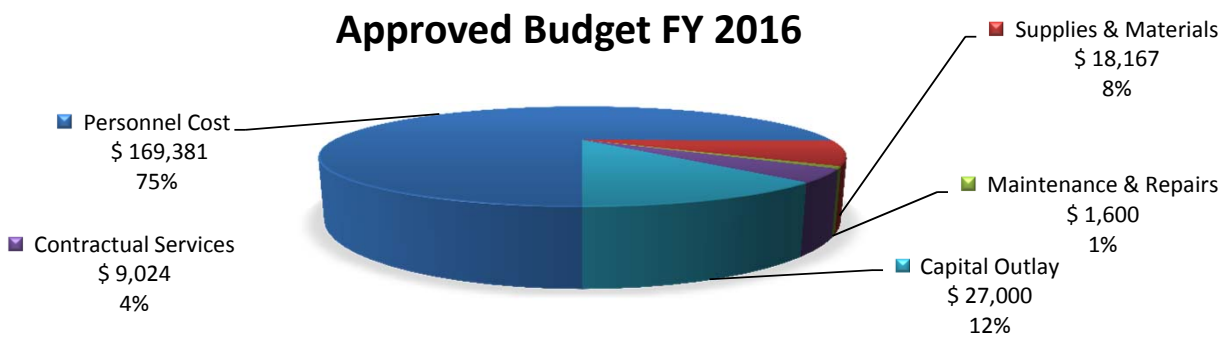
Action: The shelter has hosted 2 low cost shot clinics during this year, has participated in the "Clear the Shelter" event and has been involved with 2 Eagle Scout projects.



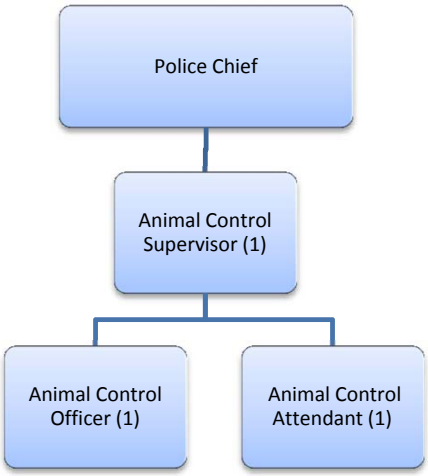
MAJOR BUDGETARY ISSUES

Expand the operating budget to meet the current needs and evaluate the shelter's capacity and determine future needs..

DEPARTMENT: ANIMAL CONTROL				FUND: GENERAL
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Animal Complaints	2,733	2,250	2,470	2,500
Animal Impounds	662	606	658	675
Animals Claimed	274	307	250	300
Adoptions	248	229	289	300
Pet Licenses Issued	436	337	377	350



EXPENDITURES	**Actual 2012/13**	**Budget 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 112,990	$ 127,213	$ 149,651	$ 169,381	12%
Supplies & Materials	15,331	16,413	17,220	18,167	5%
Maintenance & Repairs	938	1,500	1,600	1,600	0%
Contractual Services	6,425	8,900	9,000	9,024	0%
Capital Outlay	0	0	0	27,000	100%
TOTAL	$ 135,684	$ 154,026	$ 177,471	$ 225,172	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
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 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
ANIMAL CONTROL				
Personnel Costs				
Wages and Salaries	$ 98,839	$ 100,778	$ 101,995	$ 114,408
Overtime	4,726	3,000	5,935	3,000
Longevity Pay	718	1,008	866	1,152
Social Security and Med Fica	7,892	8,247	8,186	9,273
TMRS Contributions	12,529	13,902	14,388	16,204
Vacation/Sick Leave Buy Back	1,679	2,027	1,713	2,640
Workers Compensation	2,931	3,280	2,526	4,191
Unemployment Tax	621	621	27	621
Employee Insurance Transfer Out	-	16,788	16,788	17,892
SUB-TOTAL	$ 129,934	$ 149,651	$ 152,424	$ 169,381
Supplies & Materials				
Utilities - Electric	$ 7,146	$ 6,864	$ 7,670	$ 7,399
Utilities - Water	830	864	902	864
Utilities - Communications	616	1,172	1,159	1,184
Office Supplies	191	300	152	300
Postage	179	120	172	120
Animal Shelter Supplies	2,564	1,600	1,670	2,000
Uniforms and Accessories	435	500	509	500
Small Tools and Equipment	616	1,900	1,175	1,900
Janitorial Supplies	108	800	581	800
Fuel and Lubricants	2,389	2,500	1,671	2,500
Dues and Subscriptions	-	200	-	200
Employee Training	405	400	887	400
SUB-TOTAL	$ 15,478	$ 17,220	$ 16,549	$ 18,167
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 1,874	$ 1,600	$ 371	$ 1,600
SUB-TOTAL	$ 1,874	$ 1,600	$ 371	$ 1,600
Contractual Services				
Veternarian Services	$ 6,434	$ 8,000	$ 8,196	$ 8,000
Printer Services	103	400	150	400
Copier Rental & Maint	599	600	556	624
SUB-TOTAL	$ 7,135	$ 9,000	$ 8,901	$ 9,024
Capital Outlay				
Vehicles	$ -	$ -	$ -	$ 27,000
SUB-TOTAL	$ -	$ -	$ -	$ 27,000
TOTAL ANIMAL CONTROL	**$ 154,422**	**$ 177,471**	**$ 178,245**	**$ 225,172**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Define additional municipal facility needs through 2024. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Meet the public safety needs of a growing citizen, student and business population.	Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community. 1 yr
	Achieve a fully operational Fire Station No. 2. 1-5 yr
	Ensure the city is prepared in the event of an emergency. 1 yr
Provide excellent governmental services to Sachse's citizens.	Proactively identify and pursue regulations that enhance quality of life and that protect the community. 1-2 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Pursue both innovative and time-tested technologies and initiatives that enhance public safety in the community.

Action: Advance E-watch, Video Partnerships and Lockbox programs to benefit the community.

Action: Pursued joint Garland, Mesquite, Rowlett, Sachse P-25 Radio Project

Strategic Objective: Achieve a fully operational Fire Station No. 2.

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

Strategic Objective: Ensure the city is prepared in the event of an emergency.

Action: Conducted two Basic CERT courses, one in Rowlett and one in Sachse

Action: Currently reviewing the Emergency Management Plan

Action: Trained City Council on the Emergency Management procedures and EBOLA response

Strategic Objective: Proactively identify and pursue regulations that enhance quality of life and that protect the community.

Action: Enforced a zero-tolerance policy for watering violations until the North Texas Water District lifted restrictions

Strategic Objective: Provide adequate tools and equipment needed to deliver exceptional services.

Action: Developed a draft multi-year apparatus replacement program

Did you know?

The Fire Department is in the process of applying for the Texas Fire Chief's Association Best Practices Project Award.

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 year. A portion of fund balance was reserved in the prior year for the costly system upgrade with the remainder being funded by current and ensuing budgets. This will be the 2nd year in the process for replacing the SCBAs and should have them all replaced by 2016. Aging equipment and apparatus will need replacing in the years to come. Increased call volume comes with increased risk and increased budgetary challanges, we are aware of these challanges and will address them as they appear.

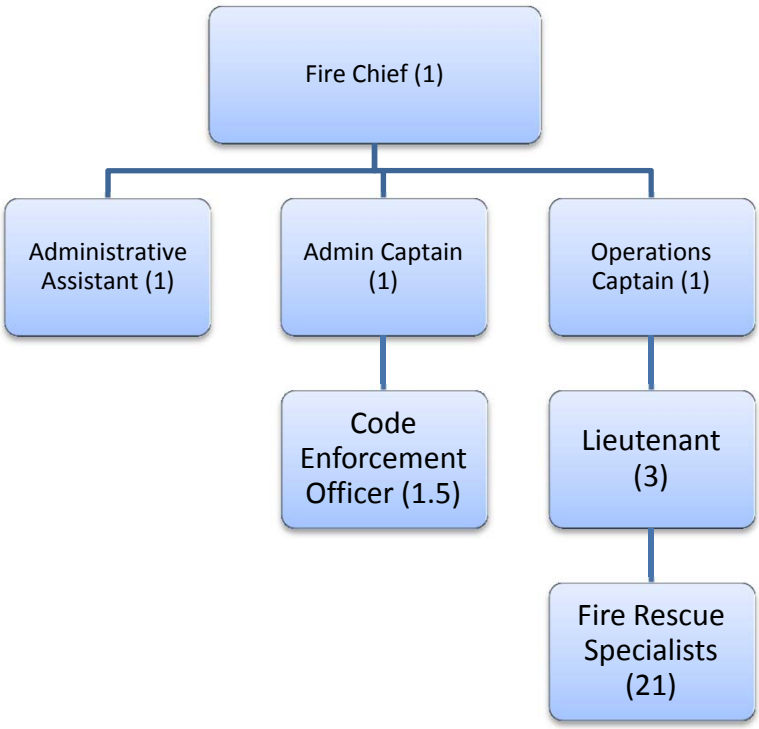
PERFORMANCE INDICATORS	2012-2013	2013-2014	Budget 2014-2015	Budget 2015-2016
Activities:				
Calls for Service (Fire)				
Structure Fire	32	23	38	35
Grass Fire	44	29	12	25
Vehicle Fires	10	12	19	10
Investigations	270	66	146	100
Public Service	76	110	160	115
Gas Leaks	24	32	19	35
Calls for Service (EMS)				
Medical	367	388	440	425
Trauma	155	136	104	100
Accidents	122	107	169	120
Cardiac	54	61	70	65
Stroke	12	19	22	20
Pediatric	51	87	90	90
Burns	1	-	2	1
OB-Gyn	4	4	12	5
Transports	419	619	860	650
Code Enforcement (cases)	2,636	2,950	3,846	3,250

EXPENDITURES	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel Cost	$ 1,761,770	$ 1,787,671	$ 2,135,625	$ 2,629,306	19%
Supplies & Materials	259,315	248,733	294,253	295,890	1%
Maintenance & Repairs	22,534	30,495	32,650	38,650	16%
Contractual Services	72,690	114,708	106,729	111,836	5%
Capital Outlay	66,951	69	0	20,000	0%
Operating Transfer Out	0	0	750,000	200,000	
TOTAL	$ 2,183,260	$ 2,181,677	$ 3,319,257	$ 3,295,682	

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 2011/12	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
Full-Time	21	22	22	23	29
Continuous Part-Time	0	0	0.5	0.5	0.5
Temporary	11	11	11	11	0
TOTAL	32	33	33.5	34.5	29.5

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 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
FIRE & EMS				
Personnel Costs				
Wages and Salaries	$ 1,341,031	$ 1,492,787	$ 1,422,716	$ 1,800,779
Overtime	125,157	112,080	173,634	112,080
Other Pay	4,009	3,623	4,768	4,800
Longevity Pay	5,832	7,296	7,012	7,258
Social Security and Med Fica	109,639	125,571	119,704	149,493
TMRS Contributions	154,637	184,071	189,204	262,300
Vacation/Sick Leave Buy Back	6,115	26,648	13,884	29,235
Workers Compensation	33,576	39,530	30,015	39,243
Unemployment Tax	7,675	8,805	781	6,161
Employee Insurance Transfer Out	-	135,214	135,216	217,957
SUB-TOTAL	$ 1,787,671	$ 2,135,625	$ 2,096,935	$ 2,629,306
Supplies & Materials				
Utilities - Electric	$ 49,210	$ 47,400	$ 40,290	$ 51,168
Utilities - Gas	6,179	6,144	4,382	5,580
Utilities - Water	5,513	6,996	6,176	6,480
Utilities - Communications	17,908	19,044	19,496	19,380
Office Supplies	4,564	5,000	5,599	7,000
Postage	139	250	-	250
Fire Prevention Supplies	2,045	6,000	4,770	7,000
Fire Hose Replacement	2,189	4,000	3,992	-
Medical Supplies	36,493	38,450	39,010	37,750
Chemicals	1,800	3,358	2,759	-
Uniforms and Accessories	22,293	19,216	20,803	18,166
Uniforms and Accessories - Fire Marshal	-	-	-	1,050
Small Tools and Equipment	20,594	22,500	24,712	33,758
Bunker Gear & Accessories	14,080	18,300	15,600	12,300
SCBA & SCBA Equipment	-	33,460	33,965	34,460
Fuel and Lubricants	30,579	25,000	21,256	25,000
Dues and Subcriptions	7,878	11,084	11,841	8,140
Dues and Subcriptions - Fire Marshal	-	-	-	1,427
Dues and Subcriptions - Emergency Mgt	-	-	-	4,430
Employee Training	26,538	28,051	27,985	19,651
Employee Training - Fire Marshal	-	-	-	2,900
Mileage Reimbursement	-	-	1,405	-
Incident Mgt Supplies	731	-	-	-
SUB-TOTAL	$ 248,733	$ 294,253	$ 284,042	$ 295,890

Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 24,021	$ 22,000	$ 22,621	$ 22,000
Machinery Repairs and Mainte	354	4,000	2,567	-
Warning Siren Maintenance	6,650	6,650	6,650	16,650
SUB-TOTAL	$ 31,025	$ 32,650	$ 31,838	$ 38,650
Contractual Services				
Professional Services	$ 20,000	$ -	$ -	$ -
Ambulance Billing Services	22,584	22,000	25,825	24,000
Contract Mowing Services	2,440	2,500	315	2,600
Investigation Agency Service	-	500	-	-
Copier Rental & Maint	1,804	1,936	1,896	1,936
Equipment Rental	21,607	21,607	21,607	14,404
Maintenance and Support Contr	29,126	40,643	40,877	51,353
Garland Radio Maint & Freque y	17,148	17,543	16,687	17,543
SUB-TOTAL	$ 114,708	$ 106,729	$ 107,207	$ 111,836
Capital Outlay				
Vehicles	$ 69	$ -	$ -	$ -
Fire Apparatus/Equipment	-	-	-	20,000
SUB-TOTAL	$ 69	$ -	$ -	$ 20,000
Operating Transfers Out - Capital Projects	$ -	$ 750,000	$ 750,000	$ 200,000
TOTAL FIRE & EMS	**$ 2,182,207**	**$ 3,319,257**	**$ 3,270,022**	**$ 3,295,682**

DEPARTMENT:	FUND:
COMBINED SERVICES	**GENERAL**

MISSION STATEMENT & PROGRAM DESCRIPTION

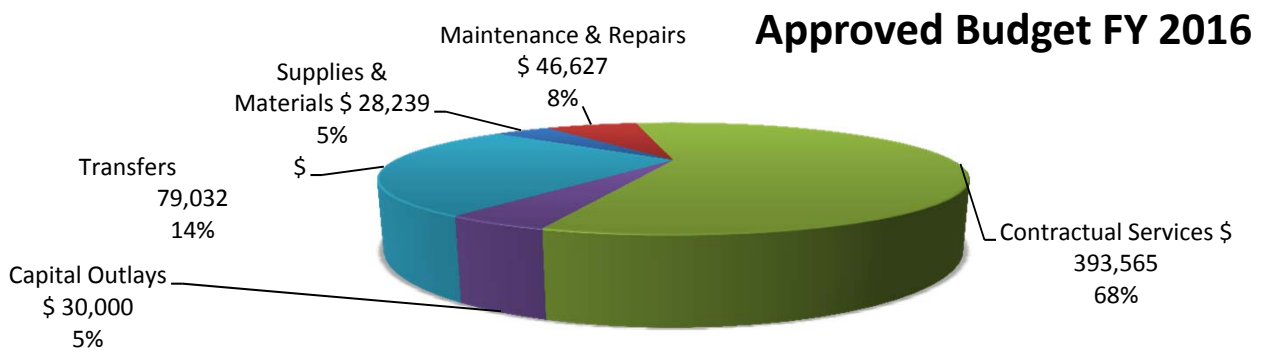
City paid reimbursements provided as part of the City's Health Reimbursement Arrangement and contributions to employees' Health Savings Accounts are a transfer out in the Non-departmental budget to the Health Insurance Fund. Combined Services is responsible for the premiums for all risk and exposure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

GOALS	STRATEGIC OBJECTIVES
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Develop programs and resources that attract and retain talented public service professionals. 1 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR BUDGETARY ISSUES

Future equipment needs include hardware for data and video backup, as well as, additional scanners for the Laser fiche system. Additional personnel is needed to maintain the current workload.

PERFORMANCE INDICATORS	2012-2013	2013-2014	2014-2015	Budget 2015-2016
Activities:				
HelpDesk Tickets	788	864	1,152	982



EXPENDITURES	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel	$ 652,962	$ -	$ -	$ -	0%
Supplies & Materials	22,123	22,421	28,772	28,239	-2%
Maintenance & Repairs	54,371	41,368	43,306	46,627	7%
Contractual Services	356,040	344,657	380,580	393,565	3%
Capital Outlays	27,440	26,662	30,000	30,000	0%
Transfers and Contingencies	0	763,500	79,032	179,032	56%
TOTAL	$ 1,112,936	$ 408,446	$ 561,690	$ 677,463	

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

FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2011/12	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
NO PERSONNEL IN THIS DEPARTMENT					

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
COMBINED SERVICES				
Supplies & Materials				
Postage	$ 9,607	$ 12,000	$ 8,931	$ 11,262
Miscellaneous Supplies	-	100	-	100
Small Tools and Equipment	3,237	4,000	2,348	4,000
Dues and Subcriptions	8,043	7,672	7,648	7,877
Employee Training	1,533	5,000	-	5,000
SUB-TOTAL	$ 22,421	$ 28,772	$ 18,928	$ 28,239
Maintenance & Repairs				
Software Licensing	$ 41,368	$ 43,306	$ 60,544	$ 46,627
SUB-TOTAL	$ 41,368	$ 43,306	$ 60,544	$ 46,627
Contractual Services				
Prof Services/IT Support	$ 57,024	$ 50,400	$ 51,557	$ 50,400
City Attorney Services	43,663	72,000	51,491	72,000
Deductible Reimbursements	9,125	6,472	3,323	6,168
COBRA	2,600	2,600	-	-
Flex Participant Fund	5,023	5,500	4,497	5,500
General Liability & Property	175,858	180,000	181,730	185,320
Maintenance and Support Contracts	51,362	63,608	41,401	74,177
SUB-TOTAL	$ 344,657	$ 380,580	$ 333,998	$ 393,565
Capital Outlay				
Hardware and Software Upgrad	$ 28,725	$ 30,000	$ 27,687	$ 30,000
SUB-TOTAL	$ 28,725	$ 30,000	$ 27,687	$ 30,000
Transfers and Contingencies				
Operating Transfer Out - Health Ins Fund	$ 763,500	$ 79,032	$ 79,032	$ 79,032
Equipment Replacement Fund	-	-	-	100,000
SUB-TOTAL	$ 763,500	$ 79,032	$ 79,032	$ 179,032
TOTAL COMBINED SERVICES	**$ 1,200,671**	**$ 561,690**	**$ 520,188**	**$ 677,463**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Partner with Counties to widen arterial roadways to their ultimate width. 1-3 yr
	Provide utility infrastructure to meet community growth. 1-2 yr
	Maintain existing roadways and alleys to an acceptable level. 1-3 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Expand the trail system to enhance multimodal transportation options. 1-3 yr
Make Sachse more prosperous through job creation and quality development that adds community value.	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Partner with Counties to widen arterial roadways to their ultimate width.

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

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

Action: Assisted citizes with drainage and flooding concerns during heavy spring rains.

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

Action: Partnered with Public Works Department to address citizen infrastructure concerns.

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

Strategic Objective: Maintain existing roadways and alleys to an acceptable level.

Action: Completed in-house design and bid/construction for pump upgrade to the Public Works Water Pump House.

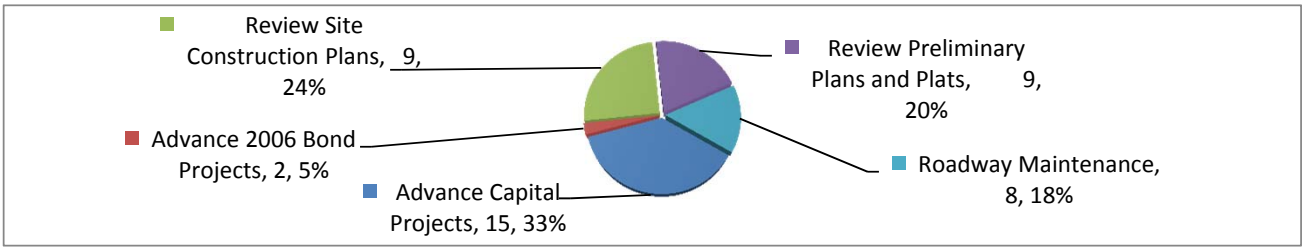
Action: Completed the construction of Woodbridge Parkway to Wylie.

Action: Partnered with developer to widen Maxwell Creek Road from Ranch Road to Keith Lane.

Action: Partnered with developer to construct remaining segments of Hudson Crossing and Rosewood Lane.

Action: Partnered with Dallas County to complete the preliminary design of the widening of Sachse Road & 5th Street.

Action: Awarded multiple concrete and asphalt street maintenance projects.

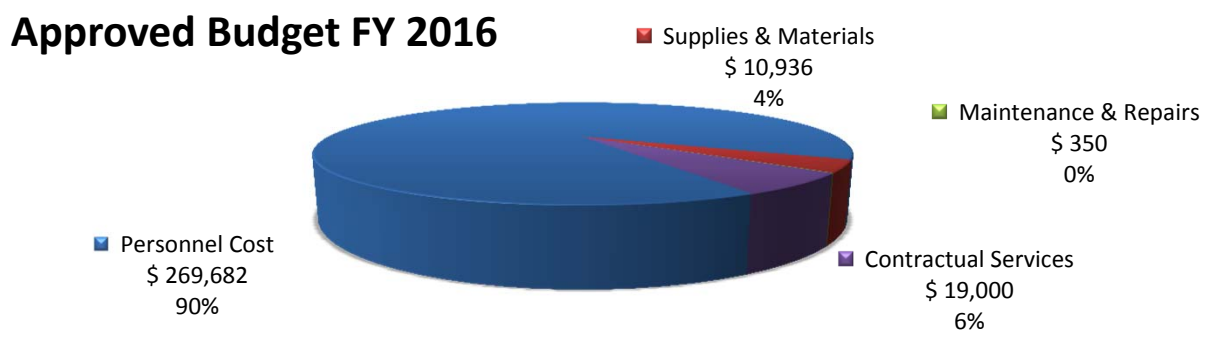


DEPARTMENT: ENGINEERING	FUND: GENERAL

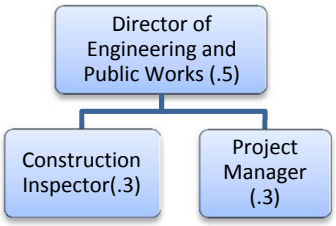
MAJOR BUDGETARY ISSUES

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 infrastructure requires maintenance and upgrades. The major budgetary issue is finding an appropriate balance between expanding infrastructure services while investing in existing infrastructure.

PERFORMANCE INDICATORS	2012-2013	2013-2014	2014-2015	Budget 2015-2016
Activities:				
Advance Capital Projects	19	15	15	15
Advance 2006 Bond Projects	5	2	2	1
Review Site Construction Plans	12	15	11	10
Review Preliminary Plans and Plats	13	10	9	8
Roadway Maintenance	1	5	8	6



EXPENDITURES	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel Cost	$ 193,932	$ 224,194	$ 255,266	$ 269,682	5%
Supplies & Materials	9,040	8,459	10,902	10,936	0%
Maintenance & Repairs	841	222	400	350	-14%
Contractual Services	12,372	15,613	24,000	19,000	-26%
TOTAL	$ 216,185	$ 248,487	$ 290,568	$ 299,968	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

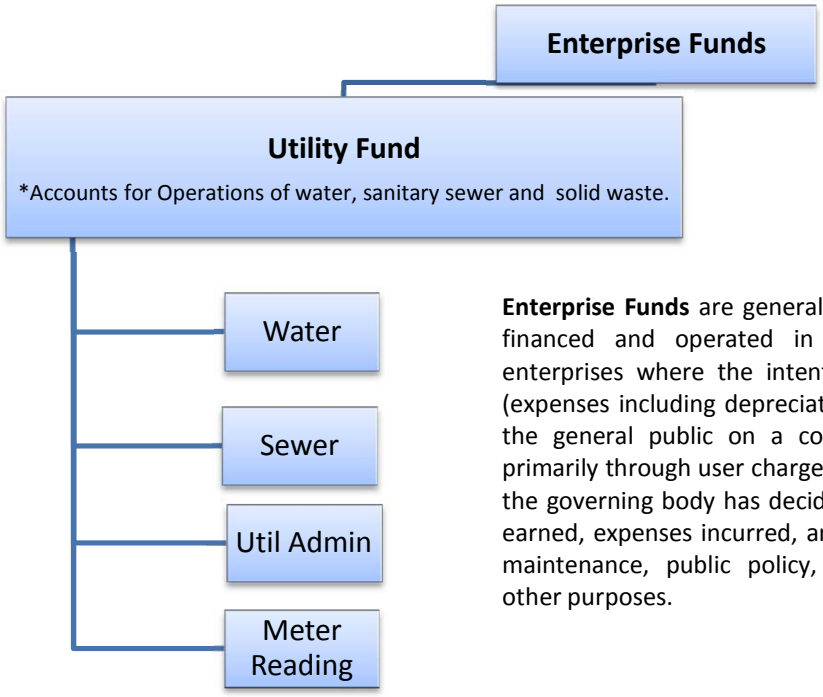
Description	Actual 2010/11	Actual 2011/12	Actual 2012/13	Budget 2014/15	Budget 2015/16
Full-Time	0.9	0.9	0.9	0.9	1.1
Continuous Part-Time	0	0	0	0	0
Temporary/Seasonal	0	0	0	0	0
TOTAL	0.9	0.9	0.9	0.9	1.1

EXPENDITURES
FISCAL YEAR 2015-2016

GENERAL FUND

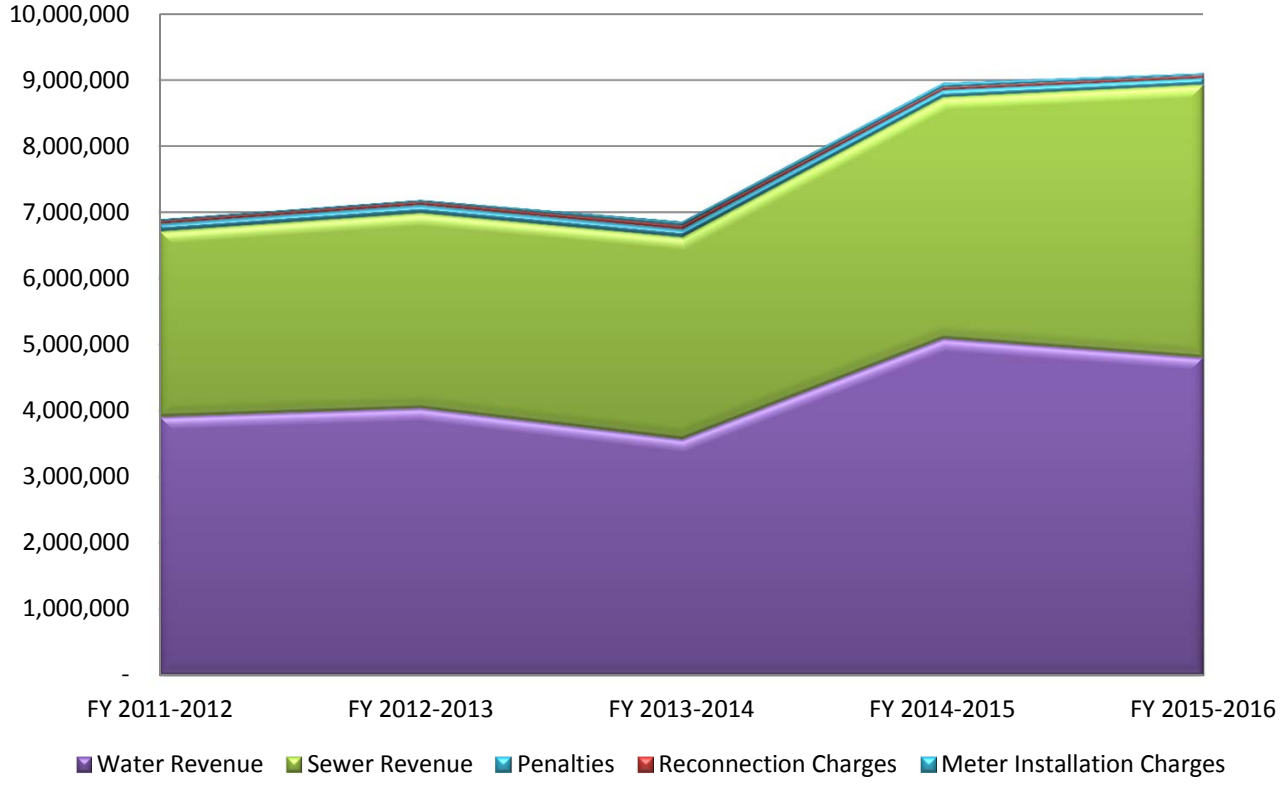
	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
CITY ENGINEER				
Personnel Costs				
Wages and Salaries	$ 186,468	$ 190,821	$ 191,872	$ 198,860
Longevity Pay	364	556	552	700
Social Security and Med Fica	13,470	14,785	13,907	15,559
TMRS Contributions	22,104	24,922	25,260	27,193
Vacation/Sick Leave Buy Back	-	1,890	1,431	3,826
Workers Compensation	1,167	1,259	940	1,316
Unemployment Tax	621	621	27	621
Employee Insurance Transfer Out	-	20,412	20,412	21,607
SUB-TOTAL	$ 224,194	$ 255,266	$ 254,401	$ 269,682
Supplies & Materials				
Utilities - Communications	$ 2,326	$ 3,372	$ 3,403	$ 3,396
Office Supplies	61	200	143	200
Uniforms and Accessories	159	125	153	175
Small Tools and Equipment	1,510	2,250	2,736	2,250
Fuel and Lubricants	2,193	2,000	1,597	1,960
Printing Supplies	238	200	47	200
Dues and Subcriptions	1,329	1,530	1,366	1,530
Employee Training	643	1,225	290	1,225
SUB-TOTAL	$ 8,459	$ 10,902	$ 9,735	$ 10,936
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 222	$ 400	$ 496	$ 350
SUB-TOTAL	$ 222	$ 400	$ 496	$ 350
Contractual Services				
Engineering/Technical/Audit	15,613	24,000	14,612	19,000
SUB-TOTAL	$ 15,613	$ 24,000	$ 14,612	$ 19,000
TOTAL CITY ENGINEER	**$ 248,487**	**$ 290,568**	**$ 279,244**	**$ 299,968**

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

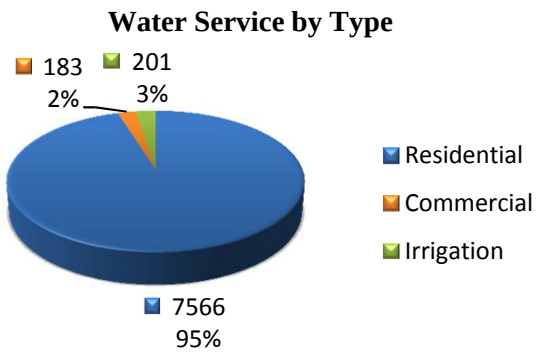


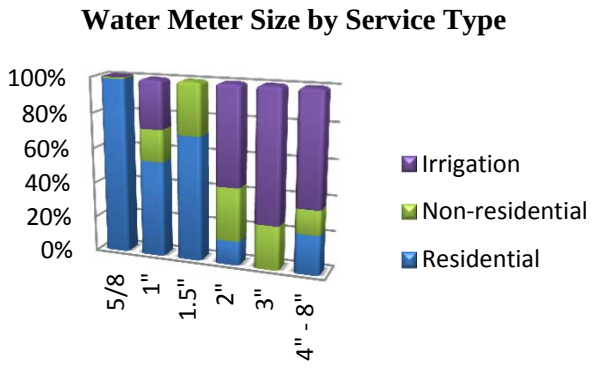
UTILITY FUND OVERVIEW

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	2015 Revenue Projection	2016 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. 7,461 B. 8,530 C. 15% D. 0% E. 2%	$ 5,094,415	$ 4,803,836

RECOMMENDATION: Rates will increase 15% 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, 42; Commercial, 7.

4. Direct Chargeback for Administrative Costs: $501,849.

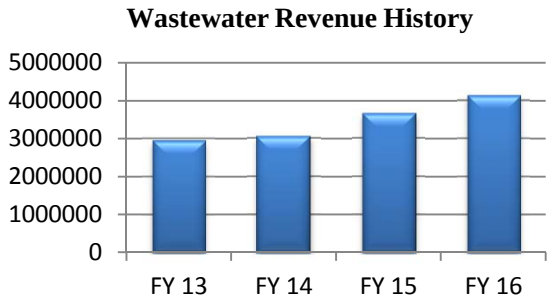
UTILITY FUND OVERVIEW

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 ($10.41) + Volume rate times gallons (5.79 X 9) = $62.52 per month.



Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2015 Revenue Projection	2016 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. 7,219 B. 166 C. 10.41 D. 8,281 E. 16.82 - 53.33 F. 3%	$ 3,651,486	$ 4,132,115

RECOMMENDATION: Rates increased 8% 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 7,219; 5/8" Non-Residential, 69; 1" Non-Residential, 50; 1.5" - 2" Non-Residential, 46; Other, 1.
2. Treatment costs are allocated to the City by the Garland Sewer Contract.

3. Direct Chargeback for administrative costs: $428,556.

UTILITY FUND OVERVIEW

SOLID WASTE

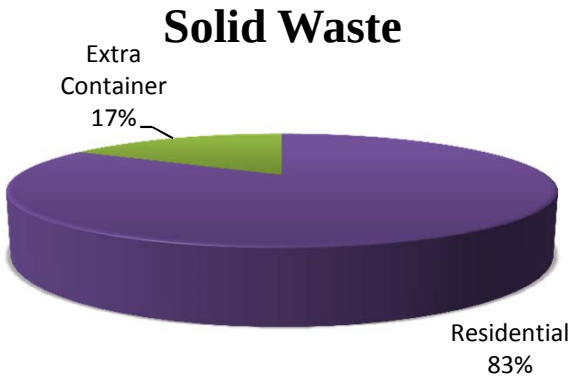
Residential Solid Waste collection and disposal is provided by Republic Services under contract, expiring April 2019. Commercial customers are billed directly by Republic Services.

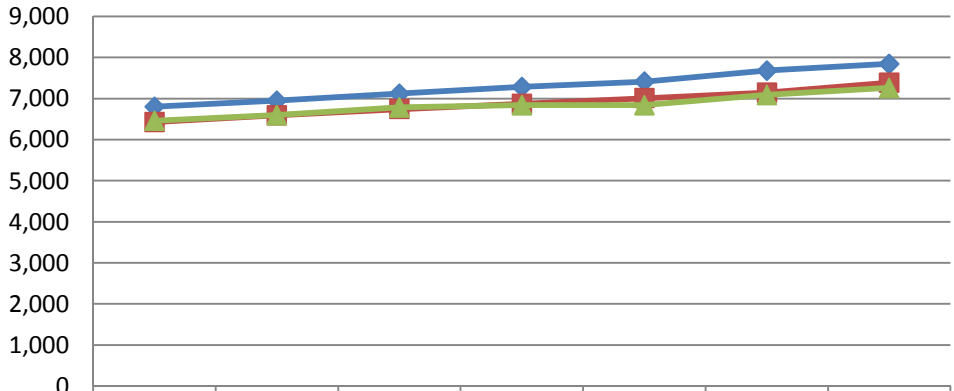
Forecast Methodology	Assumptions about Environmental Factors	Revenue Assumptions	2015 Revenue Projection	2016 Revenue Projection
A. Average number of customers	1. Contract Rates	A. 7,261	$ 22,458	$ 22,500

RECOMMENDATION: The current rates have been in effect since October 1, 2012. The estimated increase to take effect on October 1, 2015 is .7% and is related to disposal cost only associated with a landfill increase and no CPI adjustment.

Detailed Assumptions:

1. Solid Waste customers: 7,261

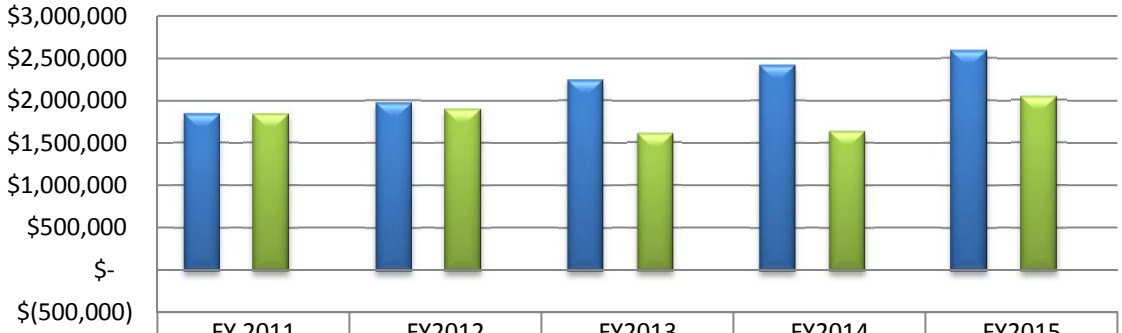




	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015
WATER CUSTOMERS	6,804	6,949	7,121	7,285	7,413	7,682	7,845
SEWER CUSTOMERS	6,427	6,590	6,743	6,874	7,008	7,146	7,384
SANITATION CUSTOMERS	6,459	6,598	6,789	6,843	6,843	7,089	7,261

UTILITY FUND OVERVIEW

Water & Sewer Contract Costs and % Change



	FY 2011	FY2012	FY2013	FY2014	FY2015
NTMWD	$1,846,904	$1,976,974	$2,247,408	$2,421,966	$2,595,216
% increase NTMWD	14%	7%	12%	7%	7%
City of Garland	$1,842,908	$1,901,503	$1,610,267	$1,642,376	$2,046,275
% Increase Garland	0%	3%	-18%	2%	20%

% Water & Sewer Customer Growth by FY

	Water	Sewer
FY2010	2%	2%
FY2011	2%	2%
FY2012	2%	2%
FY2013	2%	2%
FY2014	4%	2%
FY2015	2%	3%

UTILITY FUND OVERVIEW

Water Rate Structure

Water Meter Size	Base Rate	Tier Rate
5/8"	$ 12.31	See Tier detail
1"	$ 19.46	See Tier detail
1.5"	$ 31.44	See Tier detail
2"	$ 45.78	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	$ 4.26
Tier 2	10,001 -15,000	$ 5.30
Tier 3	15,001 - 20,000	$ 6.38
Tier 4	20,001 - 30,000	$ 7.45
Tier 5	30,001 - and >	$ 8.51

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	$ 10.41	$ 5.79	Residential Averaging
5/8"	$ 16.82	$ 5.79	Non-residential linked with consumption
1"	$ 27.51	$ 5.79	Non-residential linked with consumption
1.5"	$ 40.37	$ 5.79	Non-residential linked with consumption
2"	$ 53.33	$ 5.79	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 ($10.41) + Volume rate times gallons (5.79 X 9) = $62.52
per month.

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

UTILITY FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
REVENUES				
Charges for Services	$ 6,894,000	$ 8,016,059	$ 8,985,746	$ 9,128,251
Developer Contributions	2,019,038	-	-	-
Interest, Rent & Leases	832	2,000	1,429	2,500
Intragovernmental Transfers	1,417,515	-	-	138,194
TOTAL REVENUES	$ 10,331,384	$ 8,018,059	$ 8,987,175	$ 9,268,945
OPERATING EXPENDITURES				
Utility Administration	$ 268,051	$ 252,207	$ 253,636	$ 275,823
Water Operations	3,114,735	3,634,435	3,382,723	4,028,455
Sewer Operations	1,988,094	2,668,715	2,516,898	2,821,412
Meter Reading	114,138	148,780	136,869	182,709
TOTAL OPERATING EXPENDITURES	$ 5,485,018	$ 6,704,138	$ 6,290,126	$ 7,308,399
NON-OPERATING EXPENDITURES				
Debt Payments	$ 41,560	$ 137,238	$ 137,738	$ 138,194
Transfers Out-Chargeback	890,790	848,450	851,979	930,405
Capital Outlays	831,992	94,297	207,806	587,700
Contingencies and Bad Debt Expense	522,402	10,000	15,095	10,000
TOTAL NON-OPERATING EXPENDITURES	$ 2,286,744	$ 1,089,985	$ 1,212,618	$ 1,666,299
TOTAL REVENUES OVER EXPENDITURES	$ 2,559,622	$ 223,936	$ 1,484,430	$ 294,247
BEGINNING WORKING CAPITAL	$ 1,179,411	$ 1,719,995	$ 1,719,995	$ 3,204,425
ENDING WORKING CAPITAL	$ 1,719,995	$ 1,943,931	$ 3,204,425	$ 3,498,672
75 Day Reserve	$ 1,151,854	$ 1,407,869	$ 1,320,927	$ 1,534,764
Designated-Impact Fee	$ 1,491,604			
Unrestricted Fund Balance	$ (923,463)	$ 536,063	$ 1,883,499	$ 1,963,909

REVENUE
FISCAL YEAR 2015-2016

UTILITY FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
CHARGES FOR SERVICES				
Water Revenue	$ 3,574,648	$ 4,102,178	$ 5,094,415	$ 4,803,836
Water Tap Charges	300	1,000	900	1,000
Water Bore Charges	450	-	900	-
Meter Installation Charge	63,116	32,000	68,565	35,000
Sewer Revenue	3,055,974	3,712,681	3,651,486	4,132,115
Sewer Tap Charge	450	-	450	-
Reconnection Charges	57,475	45,000	40,470	40,000
Penalties	118,512	100,000	104,599	93,300
Solid Waste Admin Charge	22,061	22,000	22,458	22,500
Return Check Fees	1,015	1,200	1,403	500
Miscellaneous Receipts	-	-	100	-
TOTAL CHARGES FOR SERVICES	$ 6,894,000	$ 8,016,059	$ 8,985,746	$ 9,128,251
DEVELOPER CONTRIBUTIONS				
Contributed Capital	$ 2,019,038	$ -	$ -	$ -
TOTAL DEVELOPER CONTRIBUTIONS	$ 2,019,038	$ -	$ -	$ -
INTEREST, RENT & LEASES				
Interest Income	$ 832	$ 2,000	$ 1,429	$ 2,500
TOTAL INTEREST, RENT & LEASES	$ 832	$ 2,000	$ 1,429	$ 2,500
INTRAGOVERNMENTAL TRANSFERS				
Operating Transfers In - Capital Projects	$ 1,417,515	$ -	$ -	$ -
Operating Transfers In - Debt Service	-	-	-	138,194
TOTAL IINTRAGOVERNMENTAL TRANSFERS	$ 1,417,515	$ -	$ -	$ 138,194
TOTAL REVENUES	$ 10,331,384	$ 8,018,059	$ 8,987,175	$ 9,268,945

SUMMARY OF EXPENDITURES
FISCAL YEAR 2015-2016

UTILITY FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
UTILITY ADMINISTRATION				
Personnel Costs	$ 81,882	$ 95,471	$ 91,068	$ 111,084
Supplies & Materials	4,715	6,952	6,619	4,132
Maintenance & Repairs	-	250	-	250
Contractual Services	181,454	149,534	155,948	160,357
Transfers & Contingencies	24,024	10,000	15,095	10,000
TOTAL UTILITY ADMINISTRATION	$ 292,075	$ 262,207	$ 268,731	$ 285,823
WATER OPERATIONS				
Personnel Costs	$ 292,565	$ 335,243	$ 305,636	$ 401,174
Supplies & Materials	183,227	196,410	188,389	183,021
Maintenance & Repairs	21,517	68,000	22,185	69,000
Contractual Services	2,617,426	3,034,782	2,866,513	3,375,260
Capital Outlay	810,271	25,100	168,025	366,200
Transfers & Contingencies	496,501	455,683	459,084	501,849
Debt Service Obligations	41,560	137,238	137,738	138,194
TOTAL WATER OPERATIONS	$ 4,463,067	$ 4,252,456	$ 4,147,570	$ 5,034,698
SEWER OPERATIONS				
Personnel Costs	$ 116,595	$ 135,976	$ 139,337	$ 154,477
Supplies & Materials	62,924	70,838	65,900	69,938
Maintenance & Repairs	14,056	105,500	82,811	107,000
Contractual Services	1,794,519	2,356,401	2,228,851	2,489,997
Capital Outlays and Projects	566	-	19,608	177,164
Transfers & Contingencies	890,435	392,767	392,895	428,556
TOTAL SEWER OPERATIONS	$ 2,879,095	$ 3,061,482	$ 2,929,401	$ 3,427,132
METER READING				
Personnel Costs	$ 77,200	$ 92,733	$ 90,579	$ 104,582
Supplies & Materials	35,296	53,547	45,305	76,681
Maintenance & Repairs	1,641	2,500	985	1,446
Capital Outlay	21,155	69,197	20,173	44,336
Transfers & Contingencies	2,232	-	-	-
TOTAL METER READING	$ 137,525	$ 217,977	$ 157,042	$ 227,045
TOTAL EXPENDITURES	$ 7,771,762	$ 7,794,123	$ 7,502,744	$ 8,974,698

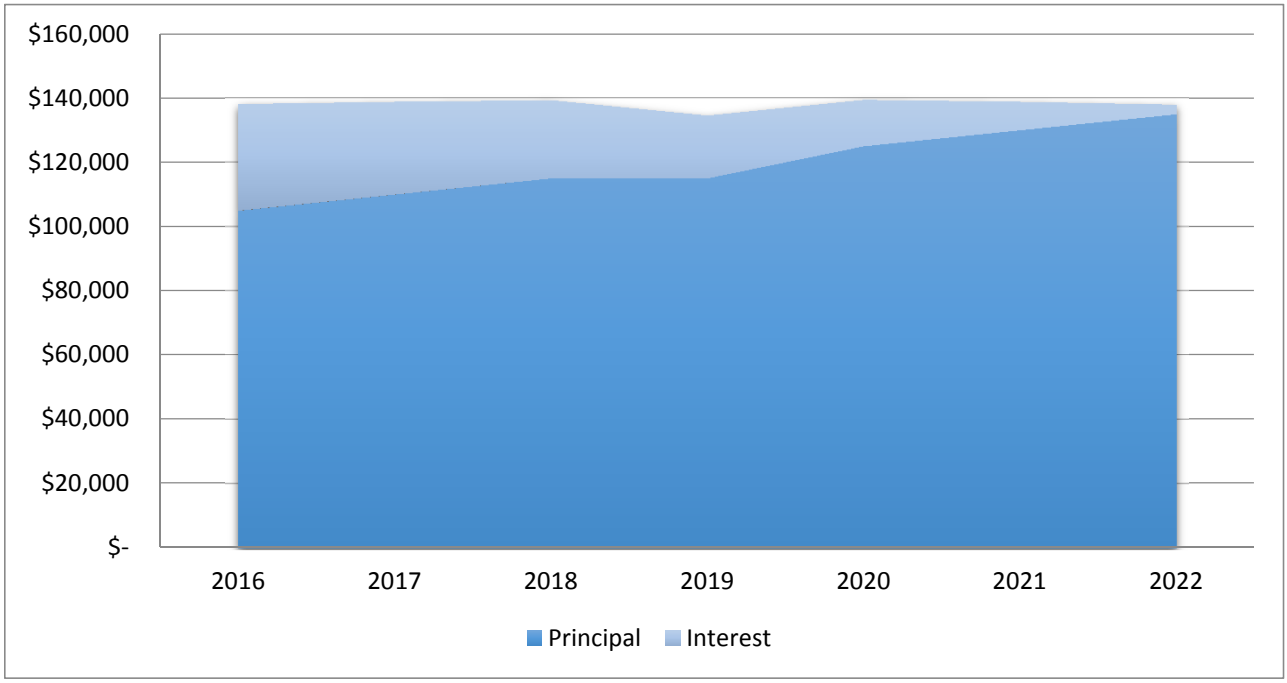
PROGRAM AND SERVICE ENHANCEMENTS (Supplementals)
UTILITY FUND
2015-2016 FISCAL YEAR

Department	Rank	Description of Program	Budget Requested	Proposed Funding	On-going / One-time?
Combined		Implement Compensation Study	$ 95,055	$ 142,475	On-going
		Drainage study	150,000	150,000	One-time
Water Operations	1	Loader backhoe	85,000	85,000	One-time
	2	Chevrolet 1500 Regular cab pick up truck	22,000	22,000	One-time
	3	Ford F650 diesel single cab 5/6 yd dump truck	70,000		One-time
Sewer Operations	1	Ford F550 with Pipehunter 7944TM truck mounted jetter	125,000		One-time
Meter Reading	1	Panasonic Touchbook C2 convertible laptops for the readers (2)	7,308	7,308	One-time
TOTALS			$ 554,363	$ 406,783	
		Available for Funding		$ 856,689	
		Funds Remaining		$ 449,906	

City of Sachse, Texas
Outstanding Business-Type Activities

Debt Service Schedule Business-Type Aggregate

Date	Principal	Interest	Total Principal + Interest
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	$ 835,000.00	$ 132,506.50	$ 967,506.50



$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
02/15/2016	$ 105,000.00	$ 17,636.50	$ 122,636.50	$ -
08/15/2016	$ -	$ 15,557.50	$ 15,557.50	$ -
09/30/2016	$ -	$ -	$ -	$ 138,194.00
02/15/2017	$ 110,000.00	$ 15,557.50	$ 125,557.50	$ -
08/15/2017	$ -	$ 13,357.50	$ 13,357.50	$ -
09/30/2017	$ -	$ -	$ -	$ 138,915.00
02/15/2018	$ 115,000.00	$ 13,357.50	$ 128,357.50	$ -
08/15/2018	$ -	$ 11,000.00	$ 11,000.00	$ -
09/30/2018	$ -	$ -	$ -	$ 139,357.50
02/15/2019	$ 115,000.00	$ 11,000.00	$ 126,000.00	$ -
08/15/2019	$ -	$ 8,585.00	$ 8,585.00	$ -
09/30/2019	$ -	$ -	$ -	$ 134,585.00
02/15/2020	$ 125,000.00	$ 8,585.00	$ 133,585.00	$ -
08/15/2020	$ -	$ 5,897.50	$ 5,897.50	$ -
09/30/2020	$ -	$ -	$ -	$ 139,482.50
02/15/2021	$ 130,000.00	$ 5,897.50	$ 135,897.50	$ -
08/15/2021	$ -	$ 3,037.50	$ 3,037.50	$ -
09/30/2021	$ -	$ -	$ -	$ 138,935.00
02/15/2022	$ 135,000.00	$ 3,037.50	$ 138,037.50	$ -
08/15/2022	$ -	$ -	$ -	$ -
09/30/2022	$ -	$ -	$ -	$ 138,037.50
Total	$ 835,000.00	$ 132,506.50	$ 967,506.50	$ 967,506.50

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.

GOALS	STRATEGIC OBJECTIVE
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
	Continue to achieve public finance gold standards in financial reporting. 1 yr
Provide excellent governmental services to Sachse's Citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Continually enhance Sachse's approach to quality customer service

Action: Added Credit Card Drafting with an option for E-Billing on the form.

Action: Added Phone Notifications to customer accounts (optional).

Action: Revised newcomer's packet to include FAQ's and citywide department contact information.

Strategic Objective: Budget to maintain and improve Sachse's current financial foundation.

Action: Reduce write-off's by increasing collections.

Action: High incident customers are now disconnected with outstanding debt greater than $90.

Strategic Objective: Utilize technology to provide the public convenient access to municipal information.

Action: Updated website for user-friendly navigation.

Action: Newcomer's packet available online with FAQ's and city-wide contact information.

Did you know?

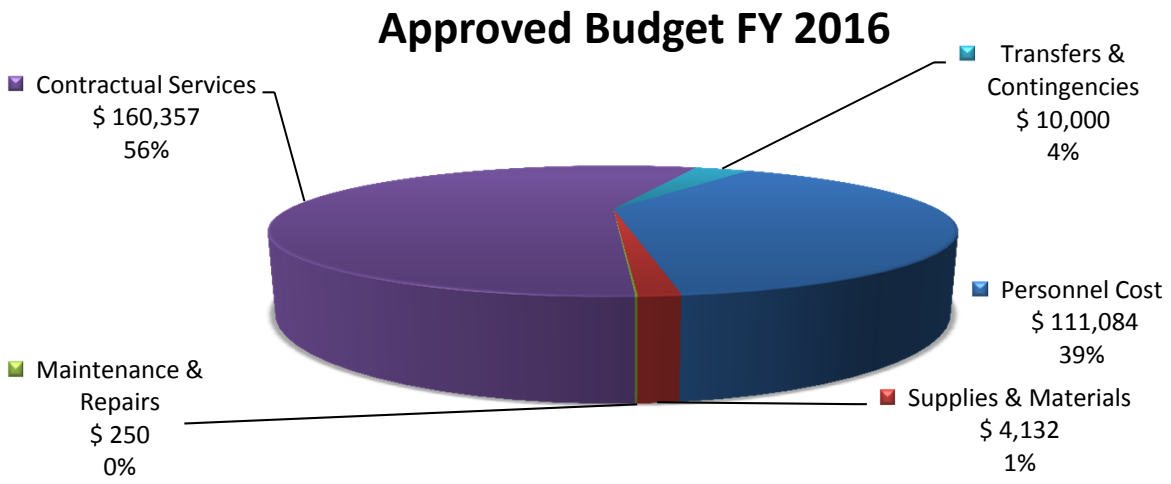
A local news station reported on the financial impact of continued water restrictions on cities' finances. The impact to Sachse's Water and Sewer fund is very similar, with lost revenues at approximately $200,000 for the first eight months of the fiscal year. Like all cities who purchase water from the 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	2012-2013	2013-2014	2014-2015	Budget 2015-2016
Activities:				
Utility Bills Processed	85,920	88,229	91,410	92,000
Utility Late Notices	16,179	16,087	13,464	14,000
Meters Read Monthly	7,383	7,640	7,944	8,000
Work Orders Completed	2,267	4,697	5,095	5,500
New Accounts Processed	1,035	1,183	1,318	1,200
Disconnects	1,461	1,494	910	800
Hours of Cross Training	NA	N/A	40	40
Utility Rate Reviews	2	2	1	1

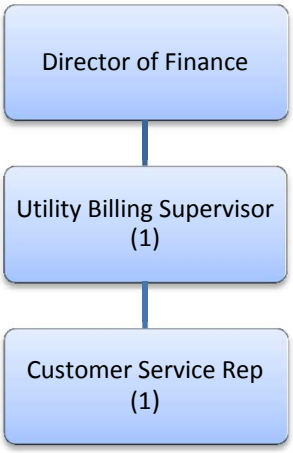
DEPARTMENT: UTILITY ADMINISTRATION	FUND: UTILITY

MAJOR BUDGETARY ISSUES

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



EXPENDITURES	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel Cost	$ 79,691	$ 81,882	$ 95,471	$ 111,084	14%
Supplies & Materials	2,744	4,715	6,952	4,132	-68%
Maintenance & Repairs	0	0	250	250	0%
Contractual Services	142,636	181,454	149,534	160,357	7%
Transfers & Contingencies	$ 20,348	$ 24,024	10,000	10,000	0%
TOTAL	$ 245,419	$ 292,075	$ 262,207	$ 285,823	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2011/12	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
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 2015-2016

UTILITY FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
UTILITY ADMINISTRATION				
Personnel Costs				
Wages & Salaries	$ 67,829	$ 69,455	$ 67,259	$ 81,403
Overtime	353	300	220	300
Longevity Pay	188	332	236	332
Social Security & Med & FICA	4,780	5,362	4,712	6,275
TMRS Contributions	8,089	9,038	8,043	10,968
Vacation/Sick Leave Buy Back	-	-	-	-
Workers Compensation	216	239	178	279
Unemployment Tax	427	414	87	414
Employee Insurance Transfer Out	-	10,331	10,332	11,113
SUB-TOTAL	$ 81,882	$ 95,471	$ 91,068	$ 111,084
Supplies & Materials				
Utilities - Communications	$ 1,976	$ 1,644	$ 1,626	$ 1,980
Office Supplies	878	960	1,156	890
Postage	-	100	17	100
Uniforms	-	-	-	140
Small Tools & Equipment	91	3,368	3,194	200
Employee Training	1,384	780	569	822
Mileage Reimbursement	387	100	57	-
SUB-TOTAL	$ 4,715	$ 6,952	$ 6,619	$ 4,132
Maintenance & Repairs				
Office Equip Repairs & Maint	$ -	$ 250	$ -	$ 250
SUB-TOTAL	$ -	$ 250	$ -	$ 250
Contractual Services				
Professional Services	$ 38,189	$ 7,856	$ 9,541	$ 8,085
Printer Services	68,034	64,840	63,833	66,040
Bank Charges and Fees	46,543	42,600	52,491	51,300
Copier Rental & Maint	771	753	910	753
Maintenance and Support Cont	27,917	33,485	29,172	34,179
SUB-TOTAL	$ 181,454	$ 149,534	$ 155,948	$ 160,357
Transfers & Contingencies				
Bad Debt Expense	$ 21,486	$ 10,000	$ 15,095	$ 10,000
Depreciation Expense	2,537	-		-
SUB-TOTAL	$ 24,024	$ 10,000	$ 15,095	$ 10,000
TOTAL UTILITY ADMINISTRATION	**$ 292,075**	**$ 262,207**	**$ 268,731**	**$ 285,823**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Provide utility infrastructure to meet community growth. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Provide utility infrastructure to meet community growth.

Action: Completed redesign of the SCADA system

Action: Reduced system-wide water loss through a leak detection program

Action: Completed abandonment of old cast iron water main along Merritt Road

FYI

The City of Sachse 2014 Water Quality Report is available at cityofsachse.com

Did you know?

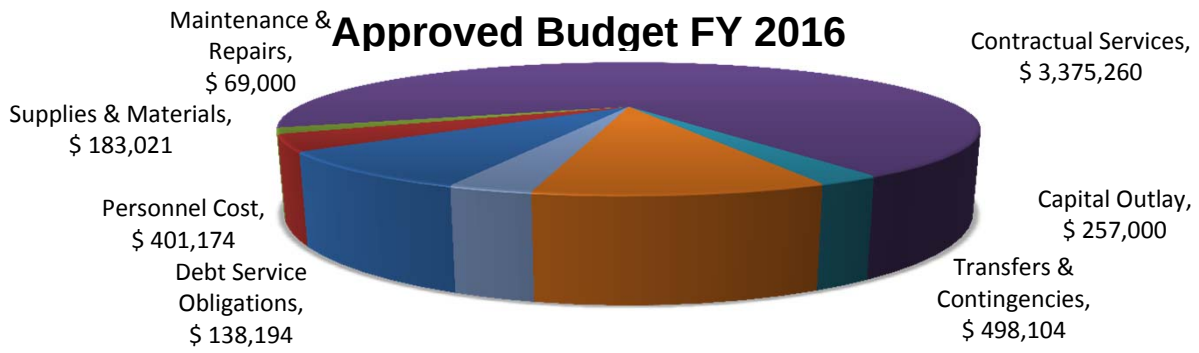
Lavon Lake serves as the NTMWD's main raw water supply source. The NTMWD also holds water rights for raw water supplies from Lake Texoma, Jim Chapman Lake and the wetland facility near Crandall. Additional supplies are available if needed through a water transfer to Lavon Lake from Lake Tawakoni.

PERFORMANCE INDICATORS	2012-2013	2013-2014	2014-2015	Budget 2015-2016
Activities:				
Leaks Repaired	160	120	130	120
Fire Hydrant Repair	5	4	5	5
Work Orders	310	334	350	360
Line Locates	110	115	120	125
Taps Installed	4	6	10	10
Main Line Flushing	12	12	12	12
Ground Storage Facilities	8	8	8	9
Elevated Storage Facilities	2	2	2	2
# of Fire Hydrants	865	933	900	950
Water Mains (# of miles)	125	130	140	160
# water main line breaks	8	7	6	5
# water lines replaced (linear feet)	200	185	250	300
Avg daily consumption (000's gallons)	9,568	11,116	12,234	10,000
Water Restriction Level	Stage 3	Stage 3	Stage 2	Stage 2

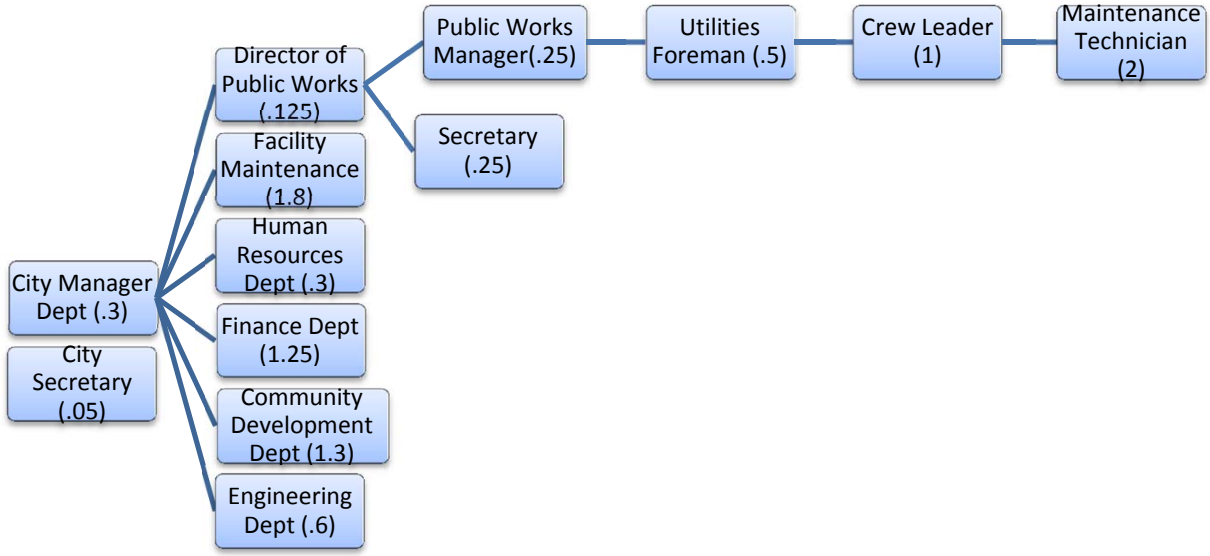
DEPARTMENT:	FUND:
WATER OPERATIONS	**UTILITY**

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 $306,395 increase in the NTMWD Contract reflects this projected cost of service.



EXPENDITURES	Actual 2012/13	Actual 2012/13	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel Cost	$ 286,297	$ 292,565	$ 335,243	$ 401,174	16%
Supplies & Materials	189,140	183,227	196,410	183,021	-7%
Maintenance & Repairs	31,928	21,517	68,000	69,000	1%
Contractual Services	2,467,109	2,617,426	3,034,782	3,375,260	10%
Capital Outlay	779,743	810,271	25,100	366,200	93%
Transfers & Contingencies	501,504	496,501	455,683	501,849	9%
Debt Service Obligations	45,164	41,560	137,238	138,194	1%
TOTAL	$ 4,300,885	$ 4,463,067	$ 4,252,456	$ 5,034,698	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2011/12	Actual 2012/13	Actual 2012/13	Budget 2014/15	Budget 2015/16
Full-Time	9.15	8.05	8.05	8.05	8.25
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	8.25	8.25	8.25	8.45

EXPENDITURES
FISCAL YEAR 2015-2016

UTILITY FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
WATER OPERATIONS				
Personnel Costs				
Wages and Salaries	$ 224,758	$ 232,625	$ 208,303	$ 281,025
Overtime	10,462	6,760	9,122	6,760
Other Pay	601	600	634	600
Longevity Pay	1,546	1,256	1,746	1,284
Social Security and Med Fica	17,354	18,676	16,504	22,320
TMRS Contributions	27,554	31,481	28,840	39,009
Vacation/Sick Leave Buy Back	2,445	2,891	2,322	2,091
Workers Compensation	6,758	7,449	5,559	9,435
Unemployment Tax	1,086	963	61	963
Employee Insurance Transfer Out	-	32,542	32,544	37,687
SUB-TOTAL	$ 292,565	$ 335,243	$ 305,636	$ 401,174
Supplies & Materials				
Utilities - Electric	$ 103,484	$ 117,161	$ 118,325	$ 108,413
Utilities - Gas	1,003	1,044	765	948
Utilities - Water	277	318	231	288
Utilities - Communications	2,970	3,591	3,480	3,576
Office Supplies	6,642	5,000	5,365	-
Postage	318	2,300	311	2,300
Water System Supplies	33,792	35,000	34,920	35,000
Uniforms and Assessories	1,018	1,500	1,671	-
Small Tools and Equipment	14,422	14,000	8,607	14,000
Fuel and Lubricants	13,771	11,000	10,332	13,000
Dues and Subscription	460	496	-	496
Employee Training	5,070	5,000	4,383	5,000
SUB-TOTAL	$ 183,227	$ 196,410	$ 188,389	$ 183,021
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 4,988	$ 4,000	$ 2,043	$ 5,000
Machinery Repairs and Mainte	3,727	4,000	3,795	4,000
Water Storage Facility Maint	7,364	20,000	32	20,000
Water Distribution System Ma	5,437	35,000	13,210	35,000
SCADA Maint/repair	-	5,000	3,105	5,000
SUB-TOTAL	$ 21,517	$ 68,000	$ 22,185	$ 69,000
Contractual Services				
Franchise Expense	$ 178,338	$ 205,109	$ 254,725	$ 240,192
NTMWD Contract	2,421,966	2,810,843	2,595,216	3,117,238
TCEQ Fees	16,482	16,830	16,482	16,830
Copier Rental & Maint	440	1,000	-	-
Equipment & Machinery Rental	200	1,000	91	1,000
SUB-TOTAL	$ 2,617,426	$ 3,034,782	$ 2,866,513	$ 3,375,260
Capital Outlay				
Vehicles	$ -	$ 25,100	$ 33,125	$ 22,000
Tools and Equipment over $5000	-	-	-	85,000
Drainage Study	-	-		150,000
Depreciation Expense	810,271	-	-	-

Water System CIP - Water Lines	-	-		109,200
Water System CIP - Pumping Stations	-	-	134,900	-
SUB-TOTAL	$ 810,271	$ 25,100	$ 168,025	$ 366,200
Transfers & Contingencies				
Operating Transfer Out - G&A	$ 496,501	$ 455,683	$ 459,084	$ 501,849
SUB-TOTAL	$ 496,501	$ 455,683	$ 459,084	$ 501,849
Debt Service Obligations				
Paying Agent Fees	$ 500	$ -	$ 500	$ -
Principal - 2007 Series CO	-	100,000	100,000	105,000
Interest - 2007 Series CO	41,060	37,238	37,238	33,194
SUB-TOTAL	$ 41,560	$ 137,238	$ 137,738	$ 138,194
TOTAL WATER OPERATIONS	**$ 4,463,067**	**$ 4,252,456**	**$ 4,147,570**	**$ 5,034,698**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Provide utility infrastructure to meet community growth. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Provide utility infrastructure to meet community growth.

Action: Plan for sewer main upsizing and extensions for growth.

Action: Maintain existing utility infrastructure adequately to protect public environmental health.

Action: Identified funding for 3rd sewer connection to Garland.

Strategic Objective: Utilize technology to provide the public convenient access to municipal information.

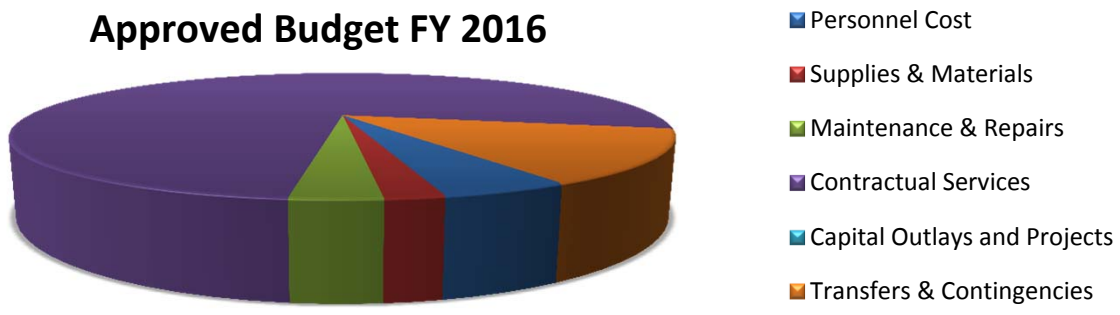
Action: Completed redesign of the SCADA system

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 reliable since it is in-house and tied directly to process control.

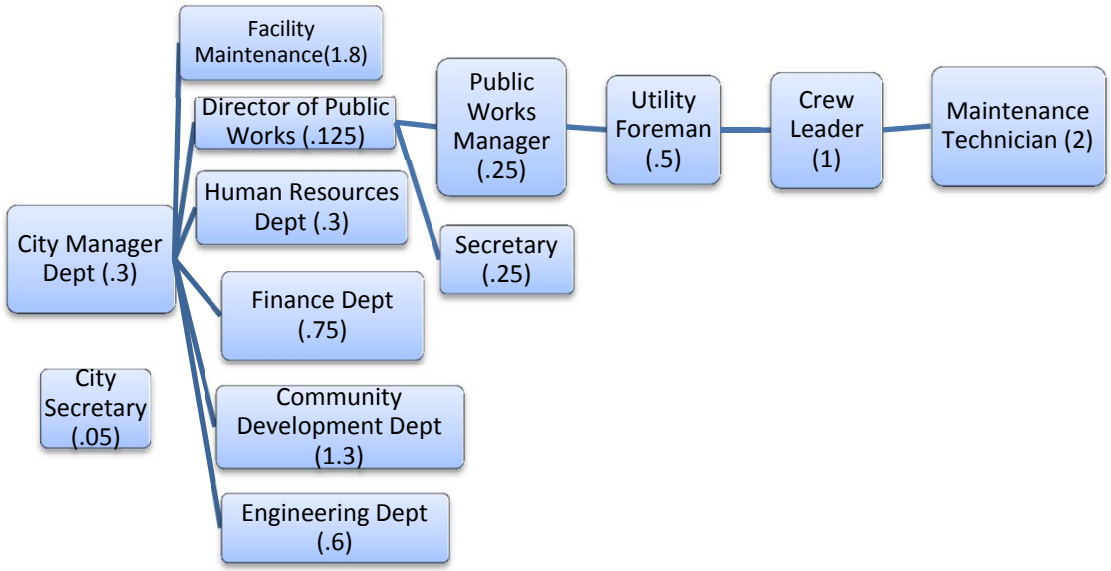
MAJOR BUDGETARY ISSUES

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



DEPARTMENT: SEWER OPERATIONS				FUND: UTILITY
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
Camera Sewer Lines	40	40	40	40
Sewer Clogs	25	28	20	20
Install Clean Out	30	34	25	30
New Taps	7	6	10	12
Manhole Maintenance	60	50	70	60
Main Line Repairs	15	9	15	13
Monthly Main Cleaning	12	12	12	12
# of sewer connections	7700	7900	8000	8250
# of Lift stations	4	4	4	4
Sanitary Sewer (miles)	92	103	115	125
Sewer main lines replaced (linear feet)	150	326	150	175
Sewer main lines cleaned (linear feet)	250000	168000	225000	230000

EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 106,999	$ 106,999	$ 134,969	$ 154,477	13%
Supplies & Materials	63,472	63,472	70,838	69,938	-1%
Maintenance & Repairs	69,659	69,659	10,550	107,000	90%
Contractual Services	1,757,267	1,757,267	2,368,443	2,489,997	5%
Capital Outlays and Projects	0	566	0	177,164	0%
Transfers & Contingencies	852,654	852,654	388,197	428,556	9%
TOTAL	$ 2,850,051	$ 2,850,617	$ 2,972,997	$ 3,427,132	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	7.55	7.55	7.55	7.55	7.13
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	7.75	7.75	7.75	7.75	7.33

EXPENDITURES
FISCAL YEAR 2015-2016

UTILITY FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
SEWER OPERATIONS				
Personnel Costs				
Wages and Salaries	$ 83,754	$ 87,042	$ 86,813	$ 99,620
Overtime	10,576	6,760	11,255	6,760
Other Pay	238	300	300	300
Longevity Pay	296	456	448	572
Social Security and Med Fica	7,142	7,311	7,349	8,320
TMRS Contributions	11,268	12,324	12,955	14,541
Vacation/Sick Leave Buy Back	383	1,012	696	1,502
Workers Compensation	2,317	2,546	1,900	3,118
Unemployment Tax	622	621	17	621
Employee Insurance Transfer Out	-	17,604	17,604	19,123
SUB-TOTAL	$ 116,595	$ 135,976	$ 139,337	$ 154,477
Supplies & Materials				
Utilities - Electric	$ 33,861	$ 36,972	$ 43,752	$ 36,972
Utilities - Gas	1,003	1,044	740	1,044
Utilities - Water	277	470	231	470
Utilities - Communications	734	852	704	852
Sewer System Supplies	11,816	15,000	6,282	15,000
Uniforms and Accessories	839	900	1,192	-
Small Tools and Equipment	3,655	4,000	5,225	4,000
Fuel and Lubricants	9,191	10,000	6,724	10,000
Employee Training	1,548	1,600	1,049	1,600
SUB-TOTAL	$ 62,924	$ 70,838	$ 65,900	$ 69,938
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 2,062	$ 3,000	$ 5,848	$ 4,000
Machinery Repairs and Mainte	4,248	2,500	5,637	3,000
Sewer System Maintenance	834	80,000	22,014	80,000
SCADA Maint/Repair	6,911	20,000	49,311	20,000
SUB-TOTAL	$ 14,056	$ 105,500	$ 82,811	$ 107,000
Contractual Services				
Franchise Expense	$ 152,142	$ 185,634	$ 182,576	$ 206,606
Garland Sewer Contract	1,642,376	2,170,767	2,046,275	2,283,391
SUB-TOTAL	$ 1,794,519	$ 2,356,401	$ 2,228,851	$ 2,489,997
Capital Outlays and Projects				
Sewer System CIP - Sewer Lines	$ 566	$ -	$ 19,608	$ 177,164
SUB-TOTAL	$ 566	$ -	$ 19,608	$ 177,164
Transfers & Contingencies				
Operating Transfer Out - G&A	$ 394,289	$ 392,767	$ 392,895	$ 428,556
Depreciation Expense	496,146	-	-	-
SUB-TOTAL	$ 890,435	$ 392,767	$ 392,895	$ 428,556
TOTAL SEWER OPERATIONS	**$ 2,878,529**	**$ 3,061,482**	**$ 2,929,401**	**$ 3,427,132**

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.

GOALS	STRATEGIC OBJECTIVES
Strategically invest in the city's existing and future infrastructure to ensure those needs are met.	Provide utility infrastructure to meet community growth. 1-2 yr
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
	Proactively prepare for foreseeable growth pattern shifts. 1 yr
Provide excellent governmental services to Sachse's citizens.	Utilize technology to provide the public convenient access to municipal information. 1-2 yr
	Continually enhance Sachse's approach to quality customer service. 1-2 yr
	Provide adequate tools and equipment needed to deliver exceptional services. 1-3 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Continually enhance Sachse's approach to quality customer service

Action: Tagged doors for accounts that have leak flags during billing and provide detailed usage reports and high consumption troubleshooting tips to assist customers in reducing usage.

Strategic Objective: Provide adequate tools and equipment needed to deliver exceptional services.

Action: Aggressively identify and replace aging registers.

Did you know?

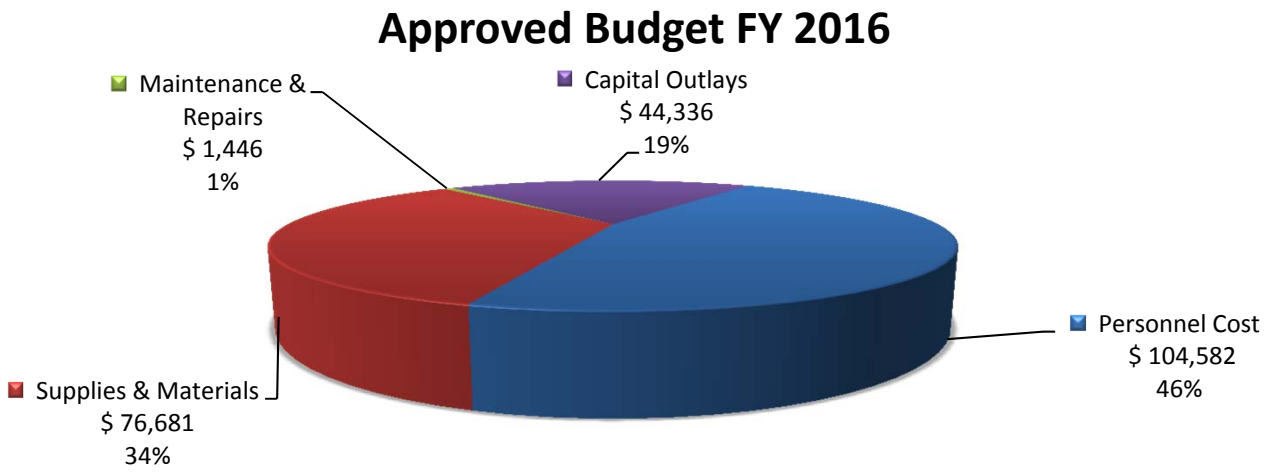
You may find this courtesy doortag to alert you to water usage:
Possible Water Leak Detected
"This month while reading your meter the system indicated that water ran through your meter for a constant 3 hours (which could indicate your water was left on or you have a leak on your line)."

PERFORMANCE INDICATORS	2012-2013	2013-2014	2014-2015	Budget 2015-2016
Activities:				
# of connections	7,311	7,467	7,800	8,000
Meters Read (Monthly)	7,383	7,640	7,700	7,900
Work Orders Completed	2,267	4,697	5,000	5,200
New Meter Sets	127	241	200	250
Meters Replaced	519	818	1,000	1,200

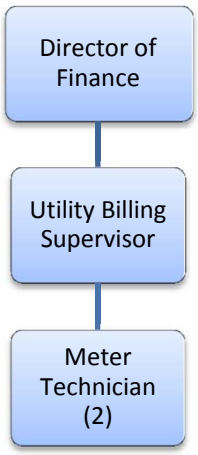
DEPARTMENT: METER READING	FUND: UTILITY

MAJOR BUDGETARY ISSUES

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



EXPENDITURES	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Increase/ Decrease
Category:					
Personnel Cost	$ 77,993	$ 77,200	$ 92,733	$ 104,582	11%
Supplies & Materials	32,866	35,296	53,547	76,681	30%
Maintenance & Repairs	1,646	1,641	2,500	1,446	-73%
Capital Outlays	0	21,155	69,197	44,336	-56%
Transfers & Contingenicies	2,788	2,232	0	0	0%
TOTAL	$ 112,505	$ 135,293	$ 217,977	$ 227,045	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	Actual 2011/12	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
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 2015-2016

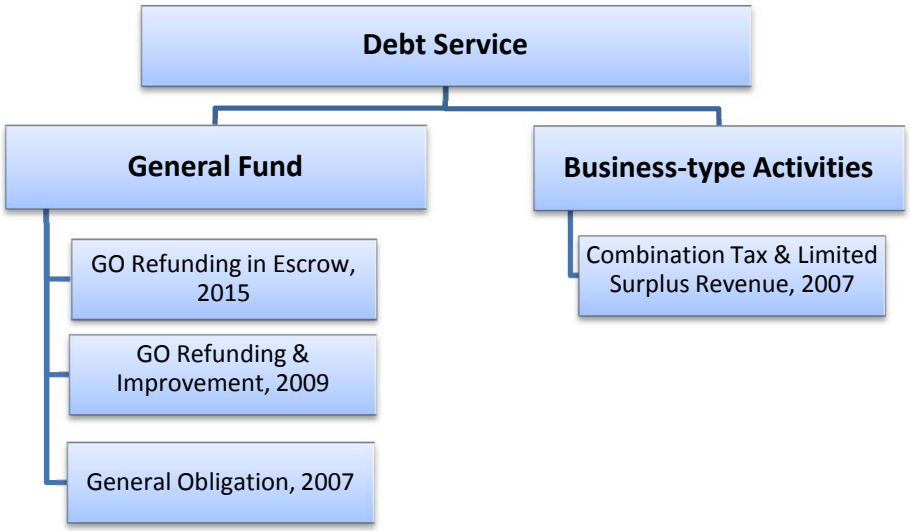
UTILITY FUND

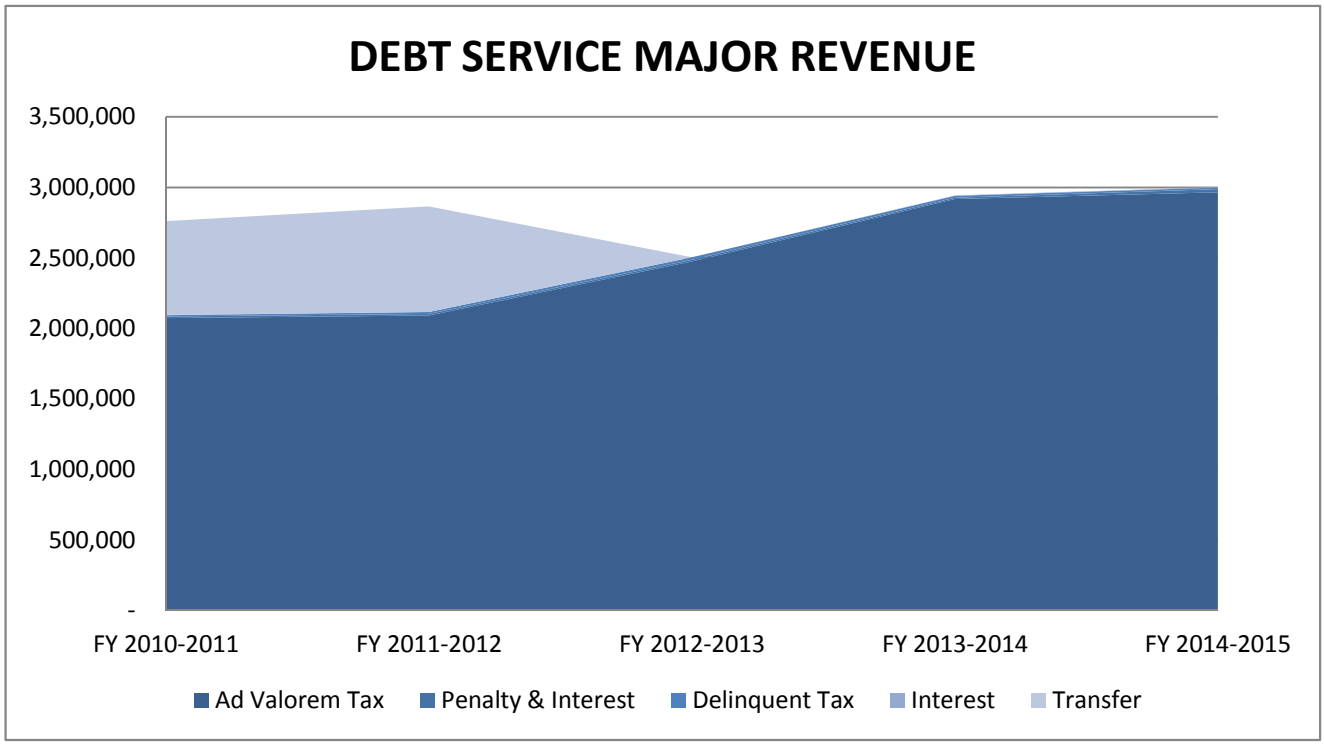
	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
METER READING				
Personnel Costs				
Wages and Salaries	$ 61,559	$ 63,020	$ 62,605	$ 71,246
Overtime	-	500	-	500
Longevity Pay	944	1,040	1,040	1,136
Social Security and Med Fica	4,692	5,050	4,890	5,700
TMRS Contributions	7,391	8,513	8,457	9,964
Vacation/Sick Leave Buy Back	-	1,454	1,440	1,645
Workers Compensation	2,200	2,423	1,808	2,956
Unemployment Tax	414	414	18	414
Employee Insurance Transfer Out	-	10,319	10,320	11,021
SUB-TOTAL	$ 77,200	$ 92,733	$ 90,579	$ 104,582
Supplies & Materials				
Utilities - Communications	$ 1,565	$ 1,548	$ 1,414	$ 2,388
Office Supplies	95	200	357	6,332
Water Meters & Supplies	25,244	44,069	39,060	60,537
Uniforms and Accessories	329	200	-	200
Small Tools and Equipment	1,993	1,200	810	894
Fuel and Lubricants	6,072	5,800	3,663	5,800
Employee Training	-	530	-	530
SUB-TOTAL	$ 35,296	$ 53,547	$ 45,305	$ 76,681
Maintenance & Repairs				
Vehicle Repairs and Maintena	$ 1,641	$ 2,500	$ 985	$ 1,446
SUB-TOTAL	$ 1,641	$ 2,500	$ 985	$ 1,446
Capital Outlays				
Vehicles	$ -	$ 18,125	$ 17,959	$ -
Water CIP - Meters	11,094	-	-	-
Water System CIP - Water Meters	10,060	51,072	2,215	44,336
SUB-TOTAL	$ 21,155	$ 69,197	$ 20,173	$ 44,336
Transfers & Contingencies				
Depreciation Expense	$ 2,232	$ -	$ -	$ -
SUB-TOTAL	$ 2,232	$ -	$ -	$ -
TOTAL METER READING	**$ 137,525**	**$ 217,977**	**$ 157,042**	**$ 227,045**

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 $53,511,235 comprised of a general obligation refunded issue, a general obligation issue and a combination tax and revenue certificates of obligation.





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	2015 Revenue Projection	2016 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 12%	A. 1,612,479,345 B. .185000 cents C. 100% collection	$ 2,963,878	$ 2,983,087

Detailed Assumptions:

1. No refunding option available this fiscal year.

2. Reallocate .27 cents from Interest & Sinking (I&S) to Maintenance & Operations (M&O). M&O= .572279 I&S= .185000

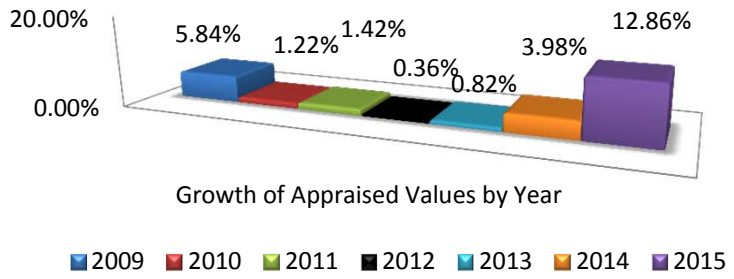
3. Decrease overall tax rate by .01354

4. Taxes levied for FY 2015-2016 include Debt Service for CO's in the Utility Fund. Budget includes a one-time transfer to the Utility Fund at $138,194.

Did you know?

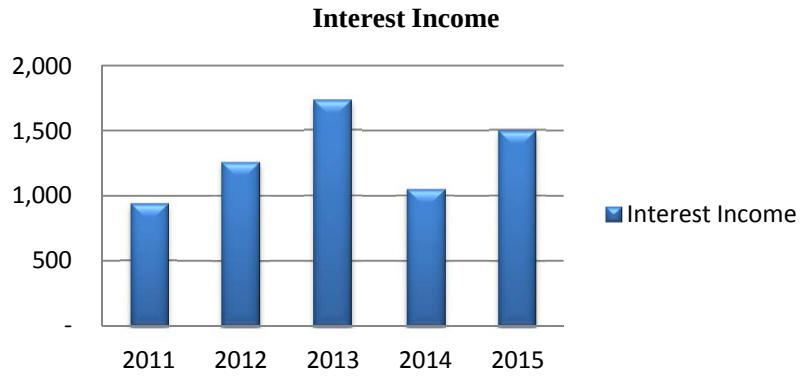
Standard & Poor's AA rating reflects the City's good management practices and very strong financial position mainly due to "close proximity to Dallas, very strong wealth and income levels and historically very strong general fund reserves."

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	2015 Revenue Projection	2016 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%	$ 1,500	$ 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.

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Maximum Debt Service Rate	$ 1.50	$ 1.50	$ 1.50	$ 1.50	$ 1.50
Debt Service Rate	$ 0.171925	$ 0.201925	$ 0.228125	$ 0.211785	$ 0.185000
Legal Debt Margin	$ 1.328075	$ 1.298075	$ 1.271875	$ 1.288215	$ 1.315000

Fund Allocation	**2011-2012**	**2012-2013**	**2013-2014**	**2014-2015**	**2015-2016**
General Fund	0.598894	0.568894	0.542694	0.559034	0.572279
Debt Service	0.171925	0.201925	0.228125	0.211785	0.185000
	0.770819	**0.770819**	**0.770819**	**0.770819**	**0.757279**

Fiscal Policy Test	**2011-2012**	**2012-2013**	**2013-2014**	**2014-2015**	**2015-2016**
Max. Rate	30%	30%	30%	30%	30%
Debt to Oper. Rate	22%	26%	30%	27%	24%
Policy Compliance	Yes	Yes	Yes	Yes	Yes

Total Assessed Value (including exemptions)	$ 1,612,479,345
Debt limit	$ 80,623,967
Total GO Debt	
General Bonded Aggregate Total	37,750,000
Less: Certificates of Obligation	-
Less: Amount available in Debt Service Fund	(98,280)
Less: Amount considered self-supporting	(835,000)
Total net debt applicable to debt limit	$ 36,816,720
Legal debt margin	$ 43,807,247

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

DEBT SERVICE FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 275,196	$ 290,913	$ 290,913	$ 336,380
REVENUES				
Property Taxes	$ 2,940,003	$ 2,964,058	$ 2,999,355	$ 3,001,087
Miscellaneous	1,051	1,500	4,110	1,500
Intragovernmental Transfers	-	-	-	-
TOTAL REVENUES	$ 2,941,053	$ 2,965,558	$ 3,003,464	$ 3,002,587
EXPENDITURES				
Debt Service Obligations	$ 2,924,446	$ 2,958,191	$ 2,957,998	$ 2,879,433
Operating Transfers Out - Utility Fund	-	-	-	138,194
TOTAL EXPENDITURES	$ 2,924,446	$ 2,958,191	$ 2,957,998	$ 3,017,627
TOTAL REVENUES OVER EXPENDITURES	$ 16,607	$ 7,367	$ 45,467	$ (15,040)
ENDING FUND BALANCE	$ 290,913	$ 298,280	$ 336,380	$ 321,340

REVENUE DETAIL
FISCAL YEAR 2015-2016

DEBT SERVICE FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
PROPERTY TAXES				
Current Property Tax	$ 2,916,217	$ 2,946,058	$ 2,963,878	$ 2,983,087
Delinquent Property Tax	13,859	10,000	23,141	10,000
Penalty & Interest	9,926	8,000	12,336	8,000
TOTAL PROPERTY TAXES	$ 2,940,003	$ 2,964,058	$ 2,999,355	$ 3,001,087
MISCELLANEOUS				
Interest Income	$ 1,051	$ 1,500	$ 1,500	$ 1,500
Miscellaneous Receipts	-	-	2,610	-
TOTAL MISCELLANEOUS	$ 1,051	$ 1,500	$ 4,110	$ 1,500
INTRAGOVERNMENTAL TRANSFERS				
Use of Fund Balance	$ -	$ -	$ -	$ -
Operating Transfer In	-		-	
TOTAL INTRAGOVERNMENTAL TRANSFERS	$ -	$ -	$ -	$ -
TOTAL REVENUES	$ 2,941,053	$ 2,965,558	$ 3,003,464	$ 3,002,587

EXPENDITURES
FISCAL YEAR 2015-2016

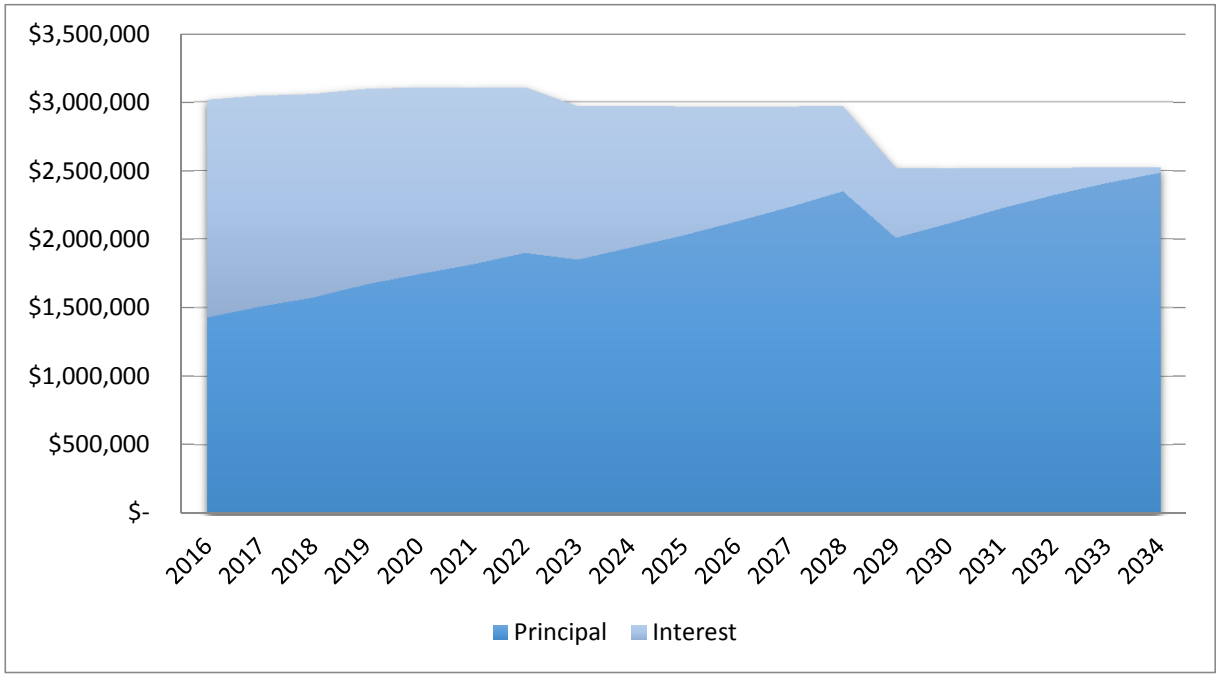
DEBT SERVICE FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
Debt Service Obligations				
Paying Agent Fees	$ 915	$ 1,000	$ 806	$ 1,000
Principal - 2003 Series CO Bonds	105,000	110,000	110,000	-
Interest - 2003 Series CO Bonds	21,055	16,915	14,135	-
Principal - 2007 Series GO Bonds	250,000	260,000	260,000	270,000
Interest - 2007 Series GO Bonds	197,985	187,785	187,785	177,185
Interest - 2009 Series GO Bonds	1,579,491	1,557,491	1,438,835	1,063,485
Principal - 2009 Series GO Bonds	770,000	825,000	825,000	880,000
Principal - 2015 Series Refunding Bonds	-	-	-	175,000
Interest - 2015 Series Refunding Bonds	-	-	121,437	312,763
Operating Transfer-Utility Fund	-	-	-	138,194
TOTAL DEBT SERVICE OBLIGATIONS	$ 2,924,446	$ 2,958,191	$ 2,957,998	$ 3,017,627

City of Sachse, Texas
Outstanding General and Business Type

Debt Service Schedule Total Aggregate

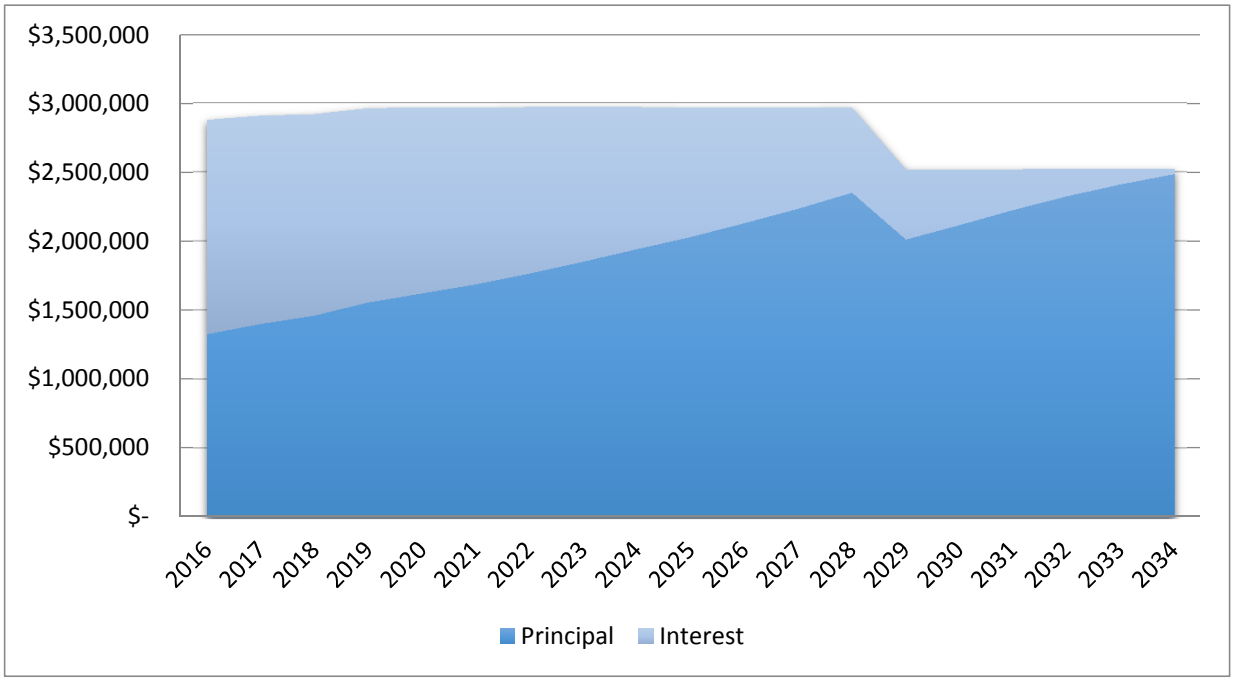
Date	Principal	Interest	Total Principal + Interest
2016	$ 1,430,000.00	$ 1,586,626.52	$ 3,016,626.52
2017	$ 1,510,000.00	$ 1,537,600.64	$ 3,047,600.64
2018	$ 1,575,000.00	$ 1,484,808.76	$ 3,059,808.76
2019	$ 1,670,000.00	$ 1,427,142.51	$ 3,097,142.51
2020	$ 1,745,000.00	$ 1,362,283.76	$ 3,107,283.76
2021	$ 1,815,000.00	$ 1,290,217.51	$ 3,105,217.51
2022	$ 1,900,000.00	$ 1,208,176.26	$ 3,108,176.26
2023	$ 1,850,000.00	$ 1,120,238.76	$ 2,970,238.76
2024	$ 1,940,000.00	$ 1,031,032.51	$ 2,971,032.51
2025	$ 2,030,000.00	$ 936,826.26	$ 2,966,826.26
2026	$ 2,130,000.00	$ 837,476.26	$ 2,967,476.26
2027	$ 2,235,000.00	$ 731,851.26	$ 2,966,851.26
2028	$ 2,350,000.00	$ 619,449.38	$ 2,969,449.38
2029	$ 2,010,000.00	$ 510,017.50	$ 2,520,017.50
2030	$ 2,115,000.00	$ 403,218.75	$ 2,518,218.75
2031	$ 2,225,000.00	$ 295,606.25	$ 2,520,606.25
2032	$ 2,325,000.00	$ 196,418.75	$ 2,521,418.75
2033	$ 2,410,000.00	$ 112,331.25	$ 2,522,331.25
2034	$ 2,485,000.00	$ 37,418.75	$ 2,522,418.75
Total	$ 37,750,000.00	$ 16,728,741.64	$ 54,478,741.64



City of Sachse, Texas
Outstanding General Bonded Debt

Debt Service Schedule General Bonded Aggregate

Date	Principal	Interest	Total Principal + Interest
2016	$ 1,325,000.00	$ 1,553,432.52	$ 2,878,432.52
2017	$ 1,400,000.00	$ 1,508,685.64	$ 2,908,685.64
2018	$ 1,460,000.00	$ 1,460,451.26	$ 2,920,451.26
2019	$ 1,555,000.00	$ 1,407,557.51	$ 2,962,557.51
2020	$ 1,620,000.00	$ 1,347,801.26	$ 2,967,801.26
2021	$ 1,685,000.00	$ 1,281,282.51	$ 2,966,282.51
2022	$ 1,765,000.00	$ 1,205,138.76	$ 2,970,138.76
2023	$ 1,850,000.00	$ 1,120,238.76	$ 2,970,238.76
2024	$ 1,940,000.00	$ 1,031,032.51	$ 2,971,032.51
2025	$ 2,030,000.00	$ 936,826.26	$ 2,966,826.26
2026	$ 2,130,000.00	$ 837,476.26	$ 2,967,476.26
2027	$ 2,235,000.00	$ 731,851.26	$ 2,966,851.26
2028	$ 2,350,000.00	$ 619,449.38	$ 2,969,449.38
2029	$ 2,010,000.00	$ 510,017.50	$ 2,520,017.50
2030	$ 2,115,000.00	$ 403,218.75	$ 2,518,218.75
2031	$ 2,225,000.00	$ 295,606.25	$ 2,520,606.25
2032	$ 2,325,000.00	$ 196,418.75	$ 2,521,418.75
2033	$ 2,410,000.00	$ 112,331.25	$ 2,522,331.25
2034	$ 2,485,000.00	$ 37,418.75	$ 2,522,418.75
Total	$ 36,915,000.00	$ 16,596,235.14	$ 53,511,235.14



$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
02/15/2016	$ 270,000.00	$ 91,292.50	$ 361,292.50	$ -
08/15/2016	$ -	$ 85,892.50	$ 85,892.50	$ -
09/30/2016	$ -	$ -	$ -	$ 447,185.00
02/15/2017	$ 280,000.00	$ 85,892.50	$ 365,892.50	$ -
08/15/2017	$ -	$ 80,292.50	$ 80,292.50	$ -
09/30/2017	$ -	$ -	$ -	$ 446,185.00
02/15/2018	$ 295,000.00	$ 80,292.50	$ 375,292.50	$ -
08/15/2018	$ -	$ 74,392.50	$ 74,392.50	$ -
09/30/2018	$ -	$ -	$ -	$ 449,685.00
02/15/2019	$ 305,000.00	$ 74,392.50	$ 379,392.50	$ -
08/15/2019	$ -	$ 68,292.50	$ 68,292.50	$ -
09/30/2019	$ -	$ -	$ -	$ 447,685.00
02/15/2020	$ 320,000.00	$ 68,292.50	$ 388,292.50	$ -
08/15/2020	$ -	$ 61,892.50	$ 61,892.50	$ -
09/30/2020	$ -	$ -	$ -	$ 450,185.00
02/15/2021	$ 330,000.00	$ 61,892.50	$ 391,892.50	$ -
08/15/2021	$ -	$ 55,292.50	$ 55,292.50	$ -
09/30/2021	$ -	$ -	$ -	$ 447,185.00
02/15/2022	$ 345,000.00	$ 55,292.50	$ 400,292.50	$ -
08/15/2022	$ -	$ 48,392.50	$ 48,392.50	$ -
09/30/2022	$ -	$ -	$ -	$ 448,685.00
02/15/2023	$ 360,000.00	$ 48,392.50	$ 408,392.50	$ -
08/15/2023	$ -	$ 41,192.50	$ 41,192.50	$ -
09/30/2023	$ -	$ -	$ -	$ 449,585.00
02/15/2024	$ 375,000.00	$ 41,192.50	$ 416,192.50	$ -
08/15/2024	$ -	$ 33,692.50	$ 33,692.50	$ -
09/30/2024	$ -	$ -	$ -	$ 449,885.00
02/15/2025	$ 390,000.00	$ 33,692.50	$ 423,692.50	$ -
08/15/2025	$ -	$ 25,892.50	$ 25,892.50	$ -
09/30/2025	$ -	$ -	$ -	$ 449,585.00
02/15/2026	$ 405,000.00	$ 25,892.50	$ 430,892.50	$ -
08/15/2026	$ -	$ 17,792.50	$ 17,792.50	$ -
09/30/2026	$ -	$ -	$ -	$ 448,685.00
02/15/2027	$ 420,000.00	$ 17,792.50	$ 437,792.50	$ -
08/15/2027	$ -	$ 9,130.00	$ 9,130.00	$ -
09/30/2027	$ -		$ -	$ 446,922.50
02/15/2028	$ 440,000.00	$ 9,130.00	$ 449,130.00	$ -
09/30/2028	$ -	$ -	$ -	$ 449,130.00
Total	$ 4,535,000.00	$ 1,295,587.50	$ 5,830,587.50	$ 5,830,587.50

$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
02/15/2016	$ 880,000.00	$ 538,892.51	$ 1,418,892.51	$ -
08/15/2016	$ -	$ 524,592.51	$ 524,592.51	$ -
09/30/2016	$ -	$ -	$ -	$ 1,943,485.02
02/15/2017	$ 945,000.00	$ 524,592.51	$ 1,469,592.51	$ -
08/15/2017	$ -	$ 508,645.63	$ 508,645.63	$ -
09/30/2017	$ -	$ -	$ -	$ 1,978,238.14
02/15/2018	$ 985,000.00	$ 508,645.63	$ 1,493,645.63	$ -
08/15/2018	$ -	$ 491,408.13	$ 491,408.13	$ -
09/30/2018	$ -	$ -	$ -	$ 1,985,053.76
02/15/2019	$ 1,190,000.00	$ 491,408.13	$ 1,681,408.13	$ -
08/15/2019	$ -	$ 470,151.88	$ 470,151.88	$ -
09/30/2019	$ -	$ -	$ -	$ 2,151,560.01
02/15/2020	$ 1,240,000.00	$ 470,151.88	$ 1,710,151.88	$ -
08/15/2020	$ -	$ 445,351.88	$ 445,351.88	$ -
09/30/2020	$ -	$ -	$ -	$ 2,155,503.76
02/15/2021	$ 1,295,000.00	$ 445,351.88	$ 1,740,351.88	$ -
08/15/2021	$ -	$ 417,833.13	$ 417,833.13	$ -
09/30/2021	$ -	$ -	$ -	$ 2,158,185.01
02/15/2022	$ 1,355,000.00	$ 417,833.13	$ 1,772,833.13	$ -
08/15/2022	$ -	$ 383,958.13	$ 383,958.13	$ -
09/30/2022	$ -	$ -	$ -	$ 2,156,791.26
02/15/2023	$ 1,425,000.00	$ 383,958.13	$ 1,808,958.13	$ -
08/15/2023	$ -	$ 348,333.13	$ 348,333.13	$ -
09/30/2023	$ -	$ -	$ -	$ 2,157,291.26
02/15/2024	$ 1,500,000.00	$ 348,333.13	$ 1,848,333.13	$ -
08/15/2024	$ -	$ 310,833.13	$ 310,833.13	$ -
09/30/2024	$ -	$ -	$ -	$ 2,159,166.26
02/15/2025	$ 1,575,000.00	$ 310,833.13	$ 1,885,833.13	$ -
08/15/2025	$ -	$ 271,458.13	$ 271,458.13	$ -
09/30/2025	$ -	$ -	$ -	$ 2,157,291.26
02/15/2026	$ 1,655,000.00	$ 271,458.13	$ 1,926,458.13	$ -
08/15/2026	$ -	$ 230,083.13	$ 230,083.13	$ -
09/30/2026	$ -	$ -	$ -	$ 2,156,541.26
02/15/2027	$ 1,740,000.00	$ 230,083.13	$ 1,970,083.13	$ -
08/15/2027	$ -	$ 185,495.63	$ 185,495.63	$ -
09/30/2027	$ -		$ -	$ 2,155,578.76
02/15/2028	$ 1,835,000.00	$ 185,495.63	$ 2,020,495.63	$ -
08/15/2028	$ -	$ 138,473.75	$ 138,473.75	$ -
09/30/2028	$ -		$ -	$ 2,158,969.38
02/15/2029	$ 1,930,000.00	$ 138,473.75	$ 2,068,473.75	$ -
08/15/2029	$ -	$ 88,293.75	$ 88,293.75	$ -
09/30/2029	$ -		$ -	$ 2,156,767.50
02/15/2030	$ 2,035,000.00	$ 88,293.75	$ 2,123,293.75	$ -
08/15/2030	$ -	$ 34,875.00	$ 34,875.00	$ -
09/30/2030	$ -		$ -	$ 2,158,168.75
02/15/2031	$ 1,295,000.00	$ 34,875.00	$ 1,329,875.00	$ -
08/15/2031	$ -	$ 881.25	$ 881.25	$ -
09/30/2031	$ -		$ -	$ 1,330,756.25
02/15/2032	$ 10,000.00	$ 881.25	$ 10,881.25	$ -
08/15/2032	$ -	$ 587.50	$ 587.50	$ -
09/30/2032	$ -		$ -	$ 11,468.75
02/15/2033	$ 10,000.00	$ 587.50	$ 10,587.50	$ -
08/15/2033	$ -	$ 293.75	$ 293.75	$ -

$34,560,000

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

Debt Service Schedule - General Bonded

General Fund: 100%

09/30/2033	$	-			$	-	$	10,881.25
02/15/2034	$	10,000.00	$	293.75	$	10,293.75	$	-
09/30/2034	$	-	$	-	$	-	$	10,293.75
Total	$	22,910,000.00	$	10,241,991.39	$	33,151,991.39	$	33,151,991.39

$9,470,000

City of Sachse, Texas
General Obligation Refunding and Improvement Bonds, Series 2015

Debt Service Schedule - General Bonded

General Fund: 100%

Date	Principal	Interest	Principal + Interest	Fiscal Total
02/15/2016	$ 175,000.00	$ 157,256.25	$ 332,256.25	$ -
08/15/2016	$ -	$ 155,506.25	$ 155,506.25	$ -
09/30/2016	$ -		$ -	$ 487,762.50
02/15/2017	$ 175,000.00	$ 155,506.25	$ 330,506.25	$ -
08/15/2017	$ -	$ 153,756.25	$ 153,756.25	$ -
09/30/2017	$ -		$ -	$ 484,262.50
02/15/2018	$ 180,000.00	$ 153,756.25	$ 333,756.25	$ -
08/15/2018	$ -	$ 151,956.25	$ 151,956.25	$ -
09/30/2018	$ -		$ -	$ 485,712.50
02/15/2019	$ 60,000.00	$ 151,956.25	$ 211,956.25	$ -
08/15/2019	$ -	$ 151,356.25	$ 151,356.25	$ -
09/30/2019	$ -		$ -	$ 363,312.50
02/15/2020	$ 60,000.00	$ 151,356.25	$ 211,356.25	$ -
08/15/2020	$ -	$ 150,756.25	$ 150,756.25	$ -
09/30/2020	$ -		$ -	$ 362,112.50
02/15/2021	$ 60,000.00	$ 150,756.25	$ 210,756.25	$ -
08/15/2021	$ -	$ 150,156.25	$ 150,156.25	$ -
09/30/2021	$ -		$ -	$ 360,912.50
02/15/2022	$ 65,000.00	$ 150,156.25	$ 215,156.25	$ -
08/15/2022	$ -	$ 149,506.25	$ 149,506.25	$ -
09/30/2022	$ -		$ -	$ 364,662.50
02/15/2023	$ 65,000.00	$ 149,506.25	$ 214,506.25	$ -
08/15/2023	$ -	$ 148,856.25	$ 148,856.25	$ -
09/30/2023	$ -		$ -	$ 363,362.50
02/15/2024	$ 65,000.00	$ 148,856.25	$ 213,856.25	$ -
08/15/2024	$ -	$ 148,125.00	$ 148,125.00	$ -
09/30/2024	$ -		$ -	$ 361,981.25
02/15/2025	$ 65,000.00	$ 148,125.00	$ 213,125.00	$ -
08/15/2025	$ -	$ 146,825.00	$ 146,825.00	$ -
09/30/2025	$ -		$ -	$ 359,950.00
02/15/2026	$ 70,000.00	$ 146,825.00	$ 216,825.00	$ -
08/15/2026	$ -	$ 145,425.00	$ 145,425.00	$ -
09/30/2026	$ -		$ -	$ 362,250.00
02/15/2027	$ 75,000.00	$ 145,425.00	$ 220,425.00	$ -
08/15/2027	$ -	$ 143,925.00	$ 143,925.00	$ -
09/30/2027	$ -		$ -	$ 364,350.00

$9,470,000

City of Sachse, Texas
General Obligation Refunding and Improvement Bonds, Series 2015

Debt Service Schedule - General Bonded

General Fund: 100%

02/15/2028	$ 75,000.00	$ 143,925.00	$ 218,925.00	$ -
08/15/2028	$ -	$ 142,425.00	$ 142,425.00	$ -
09/30/2028	$ -		$ -	$ 361,350.00
02/15/2029	$ 80,000.00	$ 142,425.00	$ 222,425.00	$ -
08/15/2029	$ -	$ 140,825.00	$ 140,825.00	$ -
09/30/2029	$ -		$ -	$ 363,250.00
02/15/2030	$ 80,000.00	$ 140,825.00	$ 220,825.00	$ -
08/15/2030	$ -	$ 139,225.00	$ 139,225.00	$ -
09/30/2030	$ -		$ -	$ 360,050.00
02/15/2031	$ 930,000.00	$ 139,225.00	$ 1,069,225.00	$ -
08/15/2031	$ -	$ 120,625.00	$ 120,625.00	$ -
09/30/2031	$ -		$ -	$ 1,189,850.00
02/15/2032	$ 2,315,000.00	$ 120,625.00	$ 2,435,625.00	$ -
08/15/2032	$ -	$ 74,325.00	$ 74,325.00	$ -
09/30/2032	$ -		$ -	$ 2,509,950.00
02/15/2033	$ 2,400,000.00	$ 74,325.00	$ 2,474,325.00	$ -
08/15/2033	$ -	$ 37,125.00	$ 37,125.00	$ -
09/30/2033	$ -		$ -	$ 2,511,450.00
02/15/2034	$ 2,475,000.00	$ 37,125.00	$ 2,512,125.00	$ -
09/30/2034	$ -	$ -	$ -	$ 2,512,125.00
Total	$ 9,470,000.00	$ 5,058,656.25	$ 14,528,656.25	$ 14,528,656.25

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 2015-2016) 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 2016-2017 through FY 2019-2020) 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 2015-2016) 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 2016-2017 through FY 2019-2020). As a further result of funding limitations, there are a limited amount of projects planned for the FY 2015-2016. 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 2015-2016 Capital Budget includes $4,140,255 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 3, 2015. The Capital Budget consists of $2,415,891 in Streets Projects, $897,200 in Water Projects, $477,164 in Sanitary Sewer Projects, $150,000 for Drainage Projects, and $200,000 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 $33,723,672, provided funds are secured to finance all of the projects.

Overview of Approved CIP by Fund Type

Expenditures for the various fund categories for FY2015-2016 include:

FUND TYPE	TOTAL
General	$200,000
Utility	$436,364
Water and Sanitary Sewer Impact Fee	$590,000
Tax Increment Finance	$0
Retail Concentration Center (RCC)	$91,839
Street Maintenance Sales Tax	$314,879
Roadway Impact Fee	$138,000
Community Development Block Grant (CDBG)	$76,173
Capital Projects Funds	$295,000
2006 Transportation Bond	$1,500,000
Developer Funded	$498,000
TOTAL	**$4,140,255**

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 2015-2016 CIP is anticipated to be $200,000.

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 expense for the FY 2015-2016 CIP estimated to be $436,364.

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 2015-2016 are estimated to be $590,000.

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) is used to fund capital projects but no projects for the FY 2015-2016 are proposed to be funded by the TIF.

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 FY 2015-2016 is anticipated to be $91,839.

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 2015-2016 Capital Budget includes $314,879 in projects to be funded by the Street Maintenance Sales Tax.

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 2015-2016 is anticipated to be $138,000.

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 2015-2016 for CDBG funds is $76,173.

General Capital Projects Funds

Unexpended Capital Projects Funds from previous years are available for funding projects included in the Capital Budget. The FY 2015-2016 Capital Budget includes projects in the amount of $295,000 to be provided by General Capital Project funds.

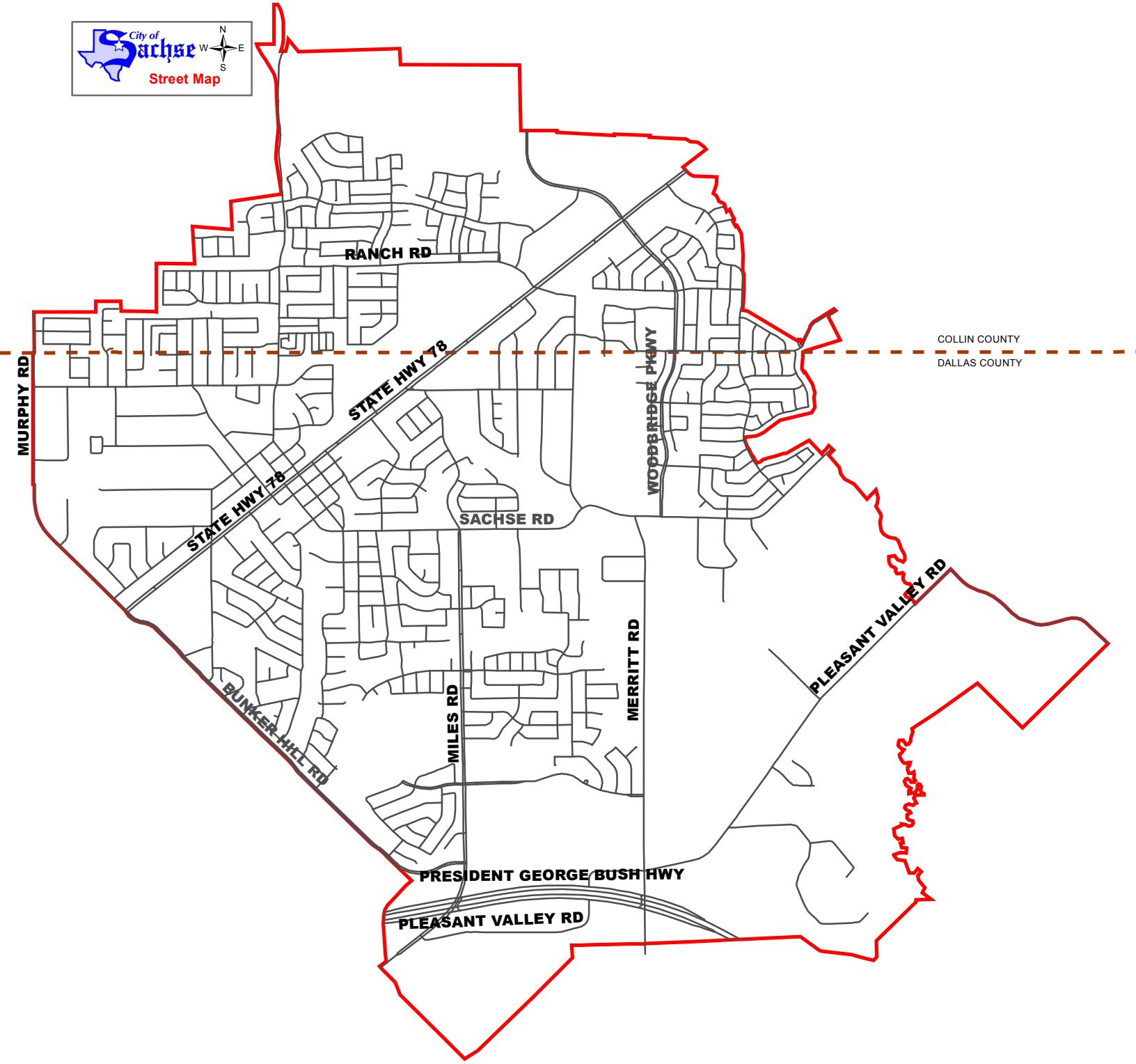
2006 Transportation Bond Fund

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. The proposed funding from the 2006 Transportation Bond Fund for FY 2015-2016 CIP is $1,500,000.

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 2015-2016 Capital Budget includes projects in the amount of $498,000 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
2015-2016 CAPITAL IMPROVEMENT PLAN
STREET CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 15-16
R-12-01a	SH 78 Lighting, from Murphy Road to 5th Street	541,839		450,000	91,839
R-12-01b	5th/Dewitt Lighting, from SH78 to Ranch Road	310,000		310,000	
R-12-04c	*Maxwell Creek Road - Canyon Crest North*	*1,500,000*	*588,000*		100,000
R-12-08	5th Street/Sachse Road widening - SH 78 to Miles	6,000,000	3,000,000		1,500,000
R-12-09	*Sachse Road Widening - Miles to County Line*	*23,670,000*	*14,525,000*		
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-13-03	*Pleasant Valley Road (Merritt Road to City Limit)*	*15,500,000*	*7,400,000*		
R-13-08	Williford Road Asphalt	210,000		200,000	10,000
R-13-11	*Blackburn/Ingram Road (Murphy Road to Dewitt)*	*8,200,000*			
R-14-02	Hudson Drive - Rosewood to Sewell	550,000			258,000
R-14-03	Rosewood Cir. from Ashwood Lane to Hudson Drive	500,000			
R-14-06	2016 CDBG Project	76,173	76,173		76,173
R-15-01	*2015-2016 Street Maintenance Tax Projects*	*304,879*			*304,879*
R-15-02	*2018 CDBG Project*	*76,173*	*76,173*		
R-15-03	*Sachse HS Traffic Signal & Turn Lane Improvements*	*575,000*	*350,000*		*75,000*
R-16-01	*2016-17 Street Maintenance Tax Projects*	*305,000*			
R-17-01	*2017-18 Street Maintenance Tax Projects*	*305,000*			
	SUBTOTAL STREETS:	74,399,064	31,515,346	960,000	2,415,891

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
2015-2016 CAPITAL IMPROVEMENT PLAN
STREET CIP PROJECTS

FY 16-17	FY 17-18	FY 18-19	FY 19-20	Updated	Funding Source	Notes
				2015	RCC	Construction 2015-16
				2015	2006 BOND	Construction 2015-16
1,400,000				2015	*IF*	15-16 Design, *16-17 Construction, Collin County fund $588,000*
1,500,000				2015	2006 BOND	Bond Funds and Dallas County MCIP Funding
		500,000		2015	*TBD*	*Future Dallas County MCIP Funding*
				2015	*2006 BOND*	*Project is On Hold, *funds re-allocated to R-12-08*
				2015	*TBD*	*Future Dallas County MCIP Funding*
	500,000		*1,500,000*	*2015*	*TBD*	*Future Dallas County MCIP Project*
				2015	SMT	2014-15 & 2015-16 Street Maintenance Tax Project
				2015	*TBD*	*Future Widening Project*
				2015	DEV/CP/IF	Under Construction, City to fund $220k from CP, $38k from IF
				2015	DEV	Under Construction
				2015	CDBG	2015-16 CDBG Project (Dallas County)
				2015	*SMT*	*Staff to Recommend, Council to select projects*
	76,173			*2015*	*CDBG*	*Future CDBG Projects (every other year per Dallas County)*
500,000				*2015*	*CP, TBD*	*City to fund Design (CP), potential County & ISD funds*
305,000				*2015*	*SMT*	*Future Street Maintenance Tax Projects*
	305,000			*2015*	*SMT*	*Future Street Maintenance Tax Projects*
3,705,000	881,173	500,000	1,500,000			

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

CITY OF SACHSE
2015-2016 CAPITAL IMPROVEMENT PLAN
WATER CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 15-16
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-12-08	12-inch WL from Hudson Drive to Westcreek Lane	241,310	241,310		241,310
W-12-11	12-inch WL from Ranch Road North 2500 LF	256,690	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*			*250,000*
W-12-16	*16-inch WL from 1.25 MG Elev. Storage Tank to Merritt Road*	*222,480*			*40,000*
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*			*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*			
W-15-01	*Sachse Road 4" Water Main Abandonment*	*80,400*			
	SUBTOTAL WATER:	10,090,664	840,380	640,000	897,200

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
2015-2016 CAPITAL IMPROVEMENT PLAN
WATER CIP PROJECTS

FY 16-17	FY 17-18	FY 18-19	FY 19-20	Updated	Funding Source	Notes
595,000				*2015*	*IF*	*Future pumps at Public Works*
110,840				*2015*	DEV/IF	Remaining segment that has not yet been constructed
231,540				*2015*	*DEV*	*Developer to construct*
				2015	DEV	Constructed with Jackson Hills Phase 3B
				2015	DEV	Constructed with Woodbridge Development
				2015	*IF*	*Future water system expansion*
	60,000	*1,023,460*		*2015*	*IF*	*Future water system expansion*
				2015	IF	FY 14-15 funds for purchase of land
2,750,000				*2015*	*IF/UF*	*Elevated Water Storage to meet TCEQ requirements*
182,480				*2015*	*IF/UF*	*Future water main expansion*
186,200				*2015*	*UF*	*Re-construction/upgrade project*
100,000				*2015*	*UF*	*Future Upgrade of Pump House*
	290,200			*2015*	*UF*	*Future Reconstruction/upgrade project*
	453,000			*2015*	*UF*	*Future Reconstruction/upgrade project*
	362,600			*2015*	*UF*	*Future Reconstruction/upgrade project*
				2015	*UF*	*Reconstruction/upgrade project*
			371,700	*2015*	*UF*	*Future Reconstruction/upgrade project*
		286,200		*2015*	*UF*	*Future Reconstruction/upgrade project*
		196,800		*2015*	*UF*	*Future Reconstruction/upgrade project*
			722,554	*2015*	*UF*	*Future Reconstruction/upgrade project*
80,400				*2015*	*UF*	*Future Reconstruction/upgrade project*
				2015	*UF*	*Future abandonment with Sachse Road widening*
4,236,460	1,165,800	1,506,460	1,094,254			

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

CITY OF SACHSE
2015-2016 CAPITAL IMPROVEMENT PLAN
SEWER CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 15-16
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*	*1,685,000*		*125,000*	*300,000*
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*			*177,164*
SS-13-03	*8-inch main - 3rd Street*	*113,000*		*113,000*	
SS-13-05	*8-inch main - easement north of Brookview Court*	*44,000*		*44,000*	
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:	17,717,434	0	4,021,000	477,164

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
2015-2016 CAPITAL IMPROVEMENT PLAN
SEWER CIP PROJECTS

FY 16-17	FY 17-18	FY 18-19	FY 19-20	Updated	Funding Source	Notes
					IF	Design 95% Complete, 2015-2016 construction
					EDC/TIF	Design 95% Complete, 2015-2016 construction
					EDC/TIF	Design 95% Complete, 2015-2016 construction
					EDC/TIF	Design 95% Complete, 2015-2016 construction
940,000		*210,000*	*210,000*		*GF, IF, UF*	*Preliminary design complete, IF to fund final design in 15-16*
500,000	*2,700,000*				*IF, UF*	*Preliminary design complete in 2014, final design in 15-16*
925,000	*1,900,000*				*IF, CP*	*Preliminary design complete, final design in 15-16*
529,000					*TIF, TBD*	*Preliminary Design with SS-12-10, final design in 15-16*
90,000	*200,000*				*TIF, TBD*	*Partial TIF funding elligible*
80,000	*180,000*				*TIF, TBD*	*Preliminary Design included with SS-12-10*
	150,000	*275,000*	*275,000*		*TIF, TBD*	*Partial TIF funding elligible*
	70,000	*140,000*	*140,000*		*TIF, TBD*	*Partial TIF funding elligible*
	40,000	*105,000*	*105,000*		*TBD*	*Preliminary Design included with SS-12-10*
	75,000	*675,000*	*675,000*		*TBD*	*Sewer Study and Reconstruction*
		350,000	*350,000*		*TBD*	*Future project (> 5-yr) unless development driven*
					UF	*Re-construction/upgrade project*
					CP	*Reconstruction project*
					CP	*Reconstruction project*
194,600					*UF*	*Future Reconstruction/upgrade project*
	206,500				*UF*	*Future Reconstruction/upgrade project*
	141,600				*UF*	*Future Reconstruction/upgrade project*
		481,400			*UF*	*Future Reconstruction/upgrade project*
			921,564		*UF*	*Future Reconstruction/upgrade project*
	189,700				*UF*	*Future Reconstruction/upgrade project*
124,000					*UF*	*Future Reconstruction/upgrade project*
			715,906		*UF*	*Future Reconstruction/upgrade project*
3,382,600	5,852,800	2,236,400	3,392,470			

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

CITY OF SACHSE
2015-2016 CAPITAL IMPROVEMENT PLAN
DRAINAGE CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 15-16
D-15-01	*Stormwater Utility Study*	*150,000*			*150,000*
	SUBTOTAL DRAINAGE:	150,000	0	0	150,000

CITY OF SACHSE
2015-2016 CAPITAL IMPROVEMENT PLAN
OTHER CIP PROJECTS

CIP No.	Project	Estimated Capital Project Cost	Estimated Outside Funding	Previous CIP Funds	FY 15-16
O-14-01	*Heritage Park - Parking Expansion*	*130,000*			
O-14-02	*Digital Radio Conversion*	*950,000*		*750,000*	*200,000*
	SUBTOTAL OTHER PROJECTS:	1,080,000	0	750,000	200,000

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

LEGEND

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

CITY OF SACHSE
2015-2016 CAPITAL IMPROVEMENT PLAN
DRAINAGE CIP PROJECTS

FY 16-17	FY 17-18	FY 18-19	FY 19-20	Updated	Funding Source	Notes
				2015	*UF*	*Identify drainage obligations/funding*
0	0	0	0			

CITY OF SACHSE
2015-2016 CAPITAL IMPROVEMENT PLAN
OTHER CIP PROJECTS

FY 16-17	FY 17-18	FY 18-19	FY 19-20	Updated	Funding Source	Notes
130,000				*2015*	*TBD*	*City Council to identify future funding*
				2015	*GF*	*Convert system to meet State/Fed guidelines*
130,000	0					

RCC = RCC Funds, 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	Funding Amount	Project Type	Fund	Amount	Project to Date
RCC	$ 541,839	Streets	CP	$ 91,839	$ 541,839
Project Total	$ 541,839			$ 91,839	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment				1,500	1,500
Other Operating Costs	3,700	3,930	4,160	4,400	4,700
Total Operating Costs	**$ 3,700**	**$ 3,930**	**$ 4,160**	**$ 5,900**	**$ 6,200**

PROJECT NAME: **Maxwell Creek Road - Canyon Crest North**
PROJECT NUMBER: **R-12-04c**

Description: Complete Maxwell Creek Road as a 4-lane divided roadway connecting to the City of Wylie and the City of Murphy.

Justification: As our region continues to grow, the traffic volumes on this road are increasing, making the additional lanes necessary

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Impact Fees	$ 912,000	Streets	IF	$ 100,000	$ 100,000
Cillin County	588,000				
Project Total	$ 1,500,000			$ 100,000	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **5th Street/Sachse Road Widening - SH 78 to Miles**
PROJECT NUMBER: **R-12-08**

Description: Widen 5th Street and Sachse Road from a 2-lane asphalt road to a 4-lane divided concrete road.

Justification: High traffic volumes and turning movements require additional travel lanes, turn lanes, and intersection improvements.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
2006 Bond	$ 3,000,000	Streets	CIP	$ 1,500,000	$ 1,500,000
Dallas County	3,000,000				
Project Total	$ 6,000,000			$ 1,500,000	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
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	Funding Amount	Project Type	Fund	Amount	Project to Date
Street Maintenance Tax	$ 210,000	Streets	SMT	$ 10,000	$ 210,000
Project Total	$ 210,000			$ 10,000	

OPERATING IMPACT

The long term forecast includes maintenance and material costs for road repair. There are no short term costs forecasted.

Annual Operating Costs	2016	2017	2018	2019	2020
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: **2015-16 Community Development Block Grant**
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	Funding Amount	Project Type	Fund	Amount	Project to Date
CDBG	$ 76,173	Streets	CP	$ 76,173	$ 76,173
Project Total	$ 76,173			$ 76,173	

OPERATING IMPACT

There are no short term costs forecasted. The long term forecast includes maintenance and material costs for road repair.

Annual Operating Costs	2016	2017	2018	2019	2020
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**

PROJECT NAME: **Hudson Drive ROW - Rosewood to Sewell**
PROJECT NUMBER: **R-14-02**

Description: Complete the connection of Hudson Drive from Sewell to Rosewood.

Justification: Improve access to schools and neighborhoods.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Capital Project Fund	$ 220,000	Streets	CP	$ 220,000	$ 258,000
Impact Fees	38,000		IF	38,000	
Developer	292000			$ 258,000	
Project Total	$ 550,000				

OPERATING IMPACT

There are no short term costs forecasted. The long term forecast includes maintenance and material costs for road repair.

Annual Operating Costs	2016	2017	2018	2019	2020
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: **2015-2016 Street Maintenance Tax Projects**
PROJECT NUMBER: **R-15-01**

Description: Maintain existing streets in the City of Sachse

Justification: Ongoing maintenance of aging streets is necessary for the health, safety, and welfare of citizens.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
SMT	$ 304,879	Streets	SMT	$ 304,879	$ 304,879
Project Total	$ 304,879			$ 304,879	

OPERATING IMPACT

Short and long term costs will include maintenance and material costs for road repair.

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance	100	200	500	750	1,000
Materials & Equipment	150	300	800	1,200	1,500
Other Operating Costs					
Total Operating Costs	**$ 250**	**$ 500**	**$ 1,300**	**$ 1,950**	**$ 2,500**

PROJECT NAME: **Sachse High School Traffic Signal & Turn Lane Improvements**
PROJECT NUMBER: **R-15-03**

Description: Pedestrian and vehicular access improvements near Sachse High School.

Justification: The project will improve safety for pedestrians and motor vehicles at the entrance and exit of the high school.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Capital Project Fund	$ 225,000	Traffic Light	CP	$ 75,000	$ 75,000
Dallas County & ISD	350,000				
Project Total	$ 575,000			$ 75,000	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
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 WL from Hudson Drive to Westcreek Lane**
PROJECT NUMBER: **W-12-08**

Description: Water main extension for private development.

Justification: Infrastructure required for private development.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Developer Funded	$ 241,310	Water	UT	$ 241,310	$ 241,310
	-				
Project Total	$ 241,310			$ 241,310	

OPERATING IMPACT

Constructed with Jackson Hills Phase 3B

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **12-inch WL from Ranch Road North 2500 LF**
PROJECT NUMBER: **W-12-11**

Description: Water main extension for private development.

Justification: Infrastructure required for private development.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Developer Funded	$ 256,690	Water	UT	$ 256,690	$ 256,690
	-				
Project Total	$ 256,690			$ 256,690	

OPERATING IMPACT

Constructed with Woodbridge Development

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **1.25 MG Elevated Storage Tank**
PROJECT NUMBER: **W-12-15a-b**

Description: Engineering design for the future construction of an elevated water tank.

Justification: Elevated storage will be required to meet TCEQ requirements as the City grows.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Impact Fees	$ 890,000	Water Tank	IF	$ 250,000	$ 890,000
Utility Fund	2,750,000				
Project Total	$ 3,640,000			$ 250,000	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	$ -	$ -	$ -	$ -	$ -

PROJECT NAME: **16-inch WL from 1.25 MG Elevated Storage Tank to Merritt Road**
PROJECT NUMBER: **W-12-16**

Description: Water main improvement associated with the future elevated storage tank.

Justification: Elevated storage will be required to meet TCEQ requirements as the City grows.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Impact Fees	$ 40,000	Water	IF	$ 40,000	$ 40,000
Utility Fund	182,480				
Project Total	$ 222,480			$ 40,000	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	$ -	$ -	$ -	$ -	$ -

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **8-inch WL Sachse Street and 2nd Street**
PROJECT NUMBER: **W-14-05**

Description: Replacement of an existing undersized and aging water main.

Justification: Water system maintenance of aging infrastructure.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Utility Fund	$ 109,200	Water	UF	$ 109,200	$ 109,200
Project Total	$ 109,200			$ 109,200	

OPERATING IMPACT

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

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance					
Materials & Equipment					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

PROJECT NAME: **Southeast Lift Station**
PROJECT NUMBER: **SS-12-08**

Description: Sewer lift station in the southeast portion of the City.

Justification: Sanitary sewer system improvements required for projected growth.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Impact Fees	$ 300,000	Lift Station	IF	$ 300,000	$ 425,000
General Fund	125,000				
Utility Fund	1,260,000				
Project Total	$ 1,685,000			$ 300,000	

OPERATING IMPACT

There are no short term costs forecasted for the next five years. Long term costs include electricity costs and mainteance.

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTE's)					
Maintenance			500	600	700
Materials & Equipment					
Other Operating Costs			2,000	2,125	2,345
Total Operating Costs	**$ -**	**$ -**	**$ 2,500**	**$ 2,725**	**$ 3,045**

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

PROJECT NAME: **8-inch main - easement from Bonanza Ct. to Vicksburg Drive**
PROJECT NUMBER: **SS-13-01**

Description: Replacement of an existing undersized and aging sewer main.

Justification: Sewer system maintenance of aging infrastructure.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Utility Fund	$ 177,164	Sewer	UF	$ 177,164	$ 177,164
Project Total	$ 177,164			$ 177,164	

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: **Stormwater Utility Study**
PROJECT NUMBER: **D-15-01**

Description: Study to identify City obligations related to the natural and man-made drainage systems.

Justification: Required to determine how to move forward with the creation of a stormwater utility.

FINANCIAL INFORMATION

Source	Funding Amount	Project Type	Fund	Amount	Project to Date
Utility Fund	$ 150,000	Drainage	UF	$ 150,000	$ 150,000
Project Total	$ 150,000			$ 150,000	

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: Final 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	Other	GF	$ 200,000	$ 950,000
			$ 200,000	

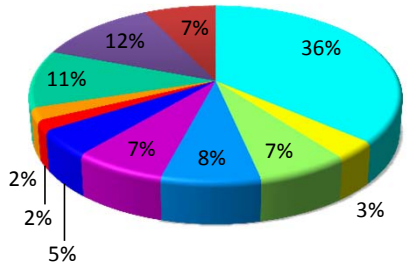
OPERATING IMPACT

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	$ -	$ -	$ -	$ -	$ -

TOTAL CURRENT PROJECTS BY FUNDING SOURCE

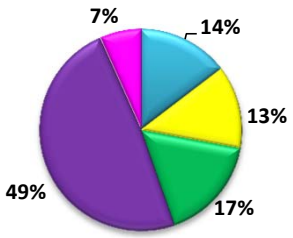
Bond Funds	$ 1,500,000
Roadway Impact Fees	138,000
Water Impact Fees	290,000
Street Maintenance Ta:	314,879
Capital Project Fund	295,000
General Fund	200,000
CDBG	76,173
RCC	91,839
Utility Fund	436,364
Developer	498,000
Sewer Impact Fees	300,000
Total	$ 4,140,255



- Bond Funds
- Roadway Impact Fees
- Water Impact Fees
- Street Maintenance Tax
- Capital Project Fund
- General Fund

TOTAL CURRENT PROJECTS BY TYPE

Drainage	$ 150,000
Other	200,000
Streets	2,340,891
Traffic Signal	75,000
Sanitary Sewer	477,164
Water	897,200
Total	$ 4,140,255



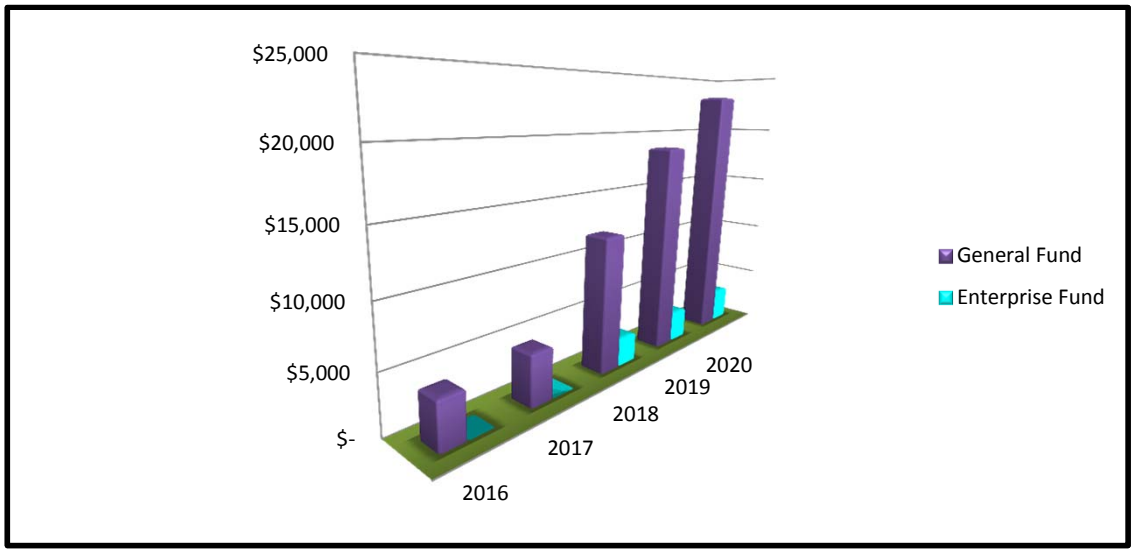
- Other Infrastructure
- Streets
- Land
- Sanitary Sewer
- Water

CITY OF SACHSE

CURRENT CAPITAL IMPROVEMENTS PROGRAM INFORMATION

TOTAL GOVERNMENTAL FUNDS CURRENT AND FUTURE OPERATING IMPACT					
Annual Operating Costs	**2016**	**2017**	**2018**	**2019**	**2020**
Additional Personnel (FTE's)	$ -	$ -	$ -	$ -	$ -
Maintenance	100	200	3,000	5,250	7,000
Materials & Equipment	150	300	4,800	9,000	11,400
Other Operating Costs	3,700	3,930	4,160	4,400	4,700
Total Operating Costs	**$ 3,950**	**$ 4,430**	**$ 11,960**	**$ 18,650**	**$ 23,100**

TOTAL ENTERPRISE FUND CURRENT AND FUTURE OPERATING IMPACT					
Annual Operating Costs	**2016**	**2017**	**2018**	**2019**	**2020**
Additional Personnel (FTE's)	$ -	$ -	$ -	$ -	$ -
Maintenance	-	-	500	600	700
Materials & Equipment	-	-	-	-	-
Other Operating Costs	-	-	2,000	2,125	2,345
Total Operating Costs	**$ -**	**$ -**	**$ 2,500**	**$ 2,725**	**$ 3,045**



CITY OF SACHSE

FY 2015-2016 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **2016 Ford F250 with utility bed**
DEPARTMENT: **Parks and Recreation**

Description: Replacement of a 2000 Chevy Silverado

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 35,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
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: **2016 Toro Z Master Commercial Mower**
DEPARTMENT: **Parks and Recreation**

Description: Replacement of a 2005 Toro Z Master 72" Zero Turn Commercial Mower

Justification: Mower is over 10 years old and wearing out.

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Mower	General	$ 11,500

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)					
Maintenance		100	150	200	200
Materials & Equipment	300	300	325	325	350
Gas, Oil & Fuel	250	275	300	325	350
Other Operating Costs					
Total Operating Costs	**$ 550**	**$ 675**	**$ 775**	**$ 850**	**$ 900**

EQUIPMENT: **2016 Ford F650 Diesel Regular Cab 5/6 yd Dump Truck**
DEPARTMENT: **Streets**

Description: Replacement of 1998 GMC C7500 Dump Truck

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 70,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)					
Maintenance	200	215	230	500	1,000
Materials & Equipment	300	200	200	250	300
Gas, Oil & Fuel	1,000	1,000	1,200	1,200	1,200
Other Operating Costs					
Total Operating Costs	**$ 1,500**	**$ 1,415**	**$ 1,630**	**$ 1,950**	**$ 2,500**

CITY OF SACHSE

FY 2015-2016 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **2016 4WD Pick-up Truck with Towing Package**
DEPARTMENT: **Facility Maintenance**

Description: Replacement of 2001 Chevrolet Silverady 1/2 ton

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 25,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)					
Maintenance		500	1,000	1,500	2,000
Materials & Equipment	300	325	350	375	400
Gas, Oil & Fuel	2,500	2,615	2,685	2,730	2,786
Other Operating Costs					
Total Operating Costs	**$ 2,800**	**$ 3,440**	**$ 4,035**	**$ 4,605**	**$ 5,186**

EQUIPMENT: **2016 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	2016	2017	2018	2019	2020
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: **2016 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	2016	2017	2018	2019	2020
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**

CITY OF SACHSE

FY 2015-2016 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **2016 3/4 ton Pick-up Truck**
DEPARTMENT: **Animal Control**

Description: Replacing 1998 Chevrolet 1500

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 27,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
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: **P25 Digital Radios**
DEPARTMENT: **Fire**

Description: State/Fed Mandated Conversion to Digital Radios

Justification: Convert system to meet Sate/Federal guidelines

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
General Fund	Vehicle	General	$ 200,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)					
Maintenance					
Materials & Equipment					
Gas, Oil & Fuel					
Other Operating Costs					
Total Operating Costs	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

EQUIPMENT: **Case 580n T4 Loader/backhow 2WD**
DEPARTMENT: **Water Operations**

Description: New Fleet Addition

Justification: Excavation of water main and services for repair and maintenance

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
Utility Fund	Equipment	Utility	$ 85,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)					
Maintenance			500	750	1,000
Materials & Equipment	500	250	300	325	500
Gas, Oil & Fuel	300	325	350	375	400
Other Operating Costs					
Total Operating Costs	**$ 800**	**$ 575**	**$ 1,150**	**$ 1,450**	**$ 1,900**

CITY OF SACHSE

FY 2015-2016 CAPITAL EQUIPMENT NEEDS INFORMATION

EQUIPMENT: **2016 Chevrolet 1500**
DEPARTMENT: **Water Operations**

Description: Replacing 2001 Chevrolet Silverado 1500

Justification: Vehicle Replacement Program

FINANCIAL INFORMATION

Source	Project Type	Fund	Amount
Utility Fund	Equipment	Utility	$ 22,000

OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)					
Maintenance		500	1,000	1,500	2,000
Materials & Equipment	300	325	350	375	400
Gas, Oil & Fuel	2,500	2,615	2,685	2,730	2,786
Other Operating Costs					
Total Operating Costs	**$ 2,800**	**$ 3,440**	**$ 4,035**	**$ 4,605**	**$ 5,186**

GENERAL FUND OPERATING IMPACT

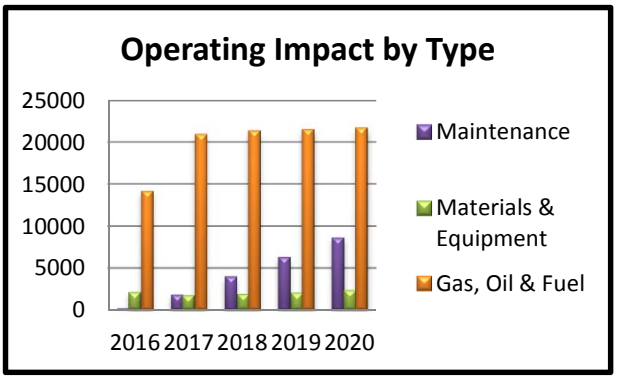
Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)	$ -	$ -	$ -	$ -	$ -
Maintenance	200	1,315	2,480	4,050	5,600
Materials & Equipment	1,300	1,150	1,225	1,325	1,450
Gas, Oil & Fuel	11,366	18,009	18,316	18,398	18,494
Other Operating Costs	-	-	-	-	-
Total Operating Costs	**$ 12,866**	**$ 20,474**	**$ 22,021**	**$ 23,773**	**$ 25,544**

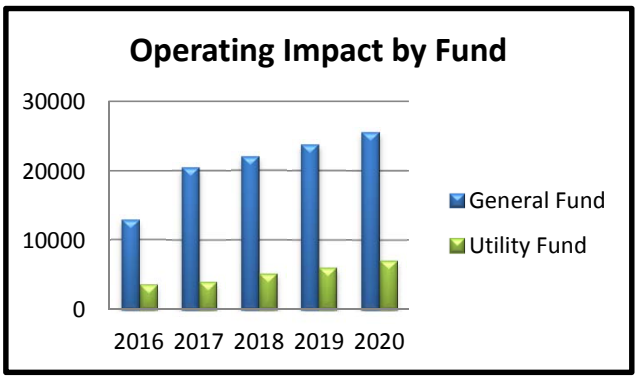
UTILITY FUND OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)	$ -	$ -	$ -	$ -	$ -
Maintenance	-	500	1,500	2,250	3,000
Materials & Equipment	800	575	650	700	900
Gas, Oil & Fuel	2,800	2,940	3,035	3,105	3,186
Other Operating Costs	-	-	-	-	-
Total Operating Costs	**$ 3,600**	**$ 4,015**	**$ 5,185**	**$ 6,055**	**$ 7,086**

TOTAL OPERATING IMPACT

Annual Operating Costs	2016	2017	2018	2019	2020
Additional Personnel (FTEs)	$ -	$ -	$ -	$ -	$ -
Maintenance	200	1,815	3,980	6,300	8,600
Materials & Equipment	2,100	1,725	1,875	2,025	2,350
Gas, Oil & Fuel	14,166	20,949	21,351	21,503	21,680
Other Operating Costs	-	-	-	-	-
Total Operating Costs	**$ 16,466**	**$ 24,489**	**$ 27,206**	**$ 29,828**	**$ 32,630**





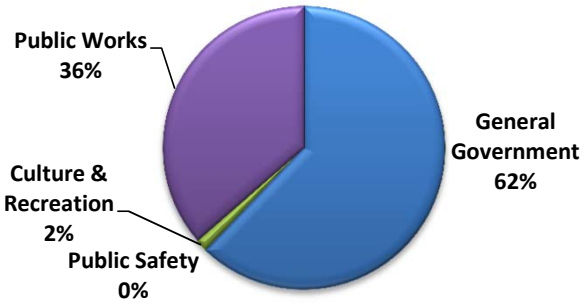
SPECIAL PURPOSE FUNDS OVERVIEW

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 2012/13 Actual	FY 2013/14 Actual	FY 2014/15 Projected	FY 2015/16 Budget
PEG Channel Fees	13,887	9,705	12,649	10,050
Public Use Fund	4,348	75	75	15
Municipal Court Security Fund	7,598	4,514	5,422	6,100
Municipal Court Technology Fund	9,907	5,942	6,980	7,100
Child Safety Program Fees	10,665	10,109	8,751	9,250
Health Insurance Fund	-	763,560	866,130	1,052,227
Total General Government	$ 46,405	$ 793,906	$ 900,008	$ 1,084,742
Public Safety Revenue				
Police Traning Fund	2,653	2,619	6,546	5
EMS Training Fund	20	5	20	10
Animal Control Donations	11,813	6,319	6,099	15
Fire Department Donations	9,252	9	25	15
Total Public Safety Revenue	$ 23,738	$ 8,952	$ 12,690	$ 45
Culture and Recreation Revenue				
Park Development Fees	80,305	325,661	181,630	25,110
Library Donations and Grants Fund	25,006	33	28,142	5
Senior Citizen Donations	16	254	70	5
Special Parks Fund	36	9	-	-
Total Culture and Recreation Revenue	$ 105,363	$ 325,957	$ 209,842	$ 25,120
Public Works Revenue				
Water Impact Fees	-	483,863	536,667	150,810
Sewer Impact Fees	-	370,438	373,918	77,032
Street Impact Fees	-	57,924	748,898	102,159
Street Maintenance Tax Fund	-	201,471	310,834	305,079
Total Public Works Revenue	$ -	$ 1,113,696	$ 1,970,317	$ 635,079
Total Special Purpose Funds				

FY 2015-2016 Budgeted Revenue



SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

SPECIAL REVENUE FUND 05
SUMMARY

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	559,171	682,465	682,465	888,586
REVENUES				
Fees	$ 344,714	$ 85,500	$ 200,701	$ 57,200
Interest, Rent & Leases	427	800	800	480
Grants & Donations	6,587	-	38,322	-
Intragovernmental	-	16,586	16,586	-
TOTAL REVENUES	$ 351,728	$ 86,300	$256,409	$ 57,680
EXPENDITURES				
Fees	$ 182,612	$ 212,000	$ 27,063	$ 193,200
Grants & Donations	45,822	34,086	6,640	37,000
Intragovernmental	-	16,586	16,586	-
TOTAL EXPENDITURES	$ 228,434	$ 246,086	$ 50,289	$ 230,200
TOTAL REVENUES OVER EXPENDITURES	$ 123,294	$ (159,786)	$206,120	$ (172,520)
ENDING FUND BALANCE	682,465	522,679	888,586	716,066

REVENUE
FISCAL YEAR 2015-2016

SPECIAL REVENUE FUND
REVENUES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
REVENUES				
Court Security Fees	$ 4,431	$ 7,500	$ 5,122	$ 6,000
Court Technology Fees	5,892	9,000	6,830	7,000
Child Safety Program Fees	10,079	9,000	8,651	9,200
Police Training Fees	2,616	-	2,490	-
Emergency Medical Training Fees	-	-	-	-
Park Development Fees	308,904	50,000	165,034	25,000
PEG Channel Fees	12,792	10,000	12,574	10,000
Library Donations/Grants	1,032	-	28,127	-
Animal Control Donations	5,305	-	6,089	-
Senior Citizen Program Donations	250	-	55	-
Fire Department Donations/Grants	-	-	-	-
Forfeitures and Judgments	-	-	4,051	-
Public Use Funds	-	-	-	-
Operating Transfer In	-	16,586	16,586	-
Interest	427	800	800	480
TOTAL REVENUES	$ 351,728	$ 102,886	$ 256,409	$ 57,680

EXPENDITURES
FISCAL YEAR 2015-2016

SPECIAL REVENUE FUND
EXPENDITURES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
EXPENDITURES				
Court Security Fees	$ 1,099	$ 30,000	$ 1,469	$ 30,000
Court Technology Fees	4,553	25,000	24,899	1,200
Child Safety Program Fees	-	-	-	-
Police Training Fees	-	3,000	695	3,000
Emergency Medical Training Fees	-	-	-	5,000
Park Development Fee Projects	176,959	100,000	-	100,000
PEG Channel Fees	-	52,000	-	52,000
Library Donations/Grants	27,228	-	540	27,000
Animal Control Donations	1,500	5,000	-	10,000
Senior Citizen Program	-	2,000	-	2,000
Fire Department Donations/Grants	17,094	12,500	6,100	-
Special Park Funds	-	16,586	16,586	-
TOTAL EXPENDITURES	$ 228,434	$ 246,086	$ 50,289	$ 230,200

SPECIAL REVENUE FUND
FISCAL YEAR 2015-2016

MUNICIPAL COURT SECURITY

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 145,362	$ 148,777	$ 148,777	$ 152,730
REVENUES:				
Court Security Fees	$ 4,431	$ 7,500	$ 5,122	$ 6,000
Interest Income	83	300	300	100
TOTAL REVENUES	$ 4,514	$ 7,800	$ 5,422	$ 6,100
EXPENDITURES:				
Small Tools and Equipment	$ -	$ 30,000	$ 1,469	$ 30,000
Employee Training	1,099	-	-	
TOTAL EXPENDITURES	$ 1,099	$ 30,000	$ 1,469	$ 30,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 3,415	$ (22,200)	$ 3,953	$ (23,900)
ENDING FUND BALANCE	$ 148,777	$ 126,577	$ 152,730	$ 128,830

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 2015-2016

MUNICIPAL COURT TECHNOLOGY

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 87,680	$ 89,069	$ 89,069	$ 71,150
REVENUES:				
Court Technology Fees	$ 5,892	$ 9,000	$ 6,830	$ 7,000
Interest Income	50	150	150	100
TOTAL REVENUES	$ 5,942	$ 9,150	$ 6,980	$ 7,100
EXPENDITURES:				
Court Technology Improvements	$ 4,553	$ 25,000	$ 24,899	$ 1,200
TOTAL EXPENDITURES	$ 4,553	$ 25,000	$ 24,899	$ 1,200
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 1,389	$ (15,850)	$ (17,919)	$ 5,900
ENDING FUND BALANCE	$ 89,069	$ 73,219	$ 71,150	$ 77,050

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 2015-2016

CHILD SAFETY PROGRAM FEES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 52,634	$ 62,743	$ 62,743	$ 71,495
REVENUES:				
Child Safety Program Fees	$ 9,774	$ 9,000	$ 8,651	$ 9,000
Time Payment Fees	305	-	-	200
Seat Belt Program Fees	-	-	-	
Interest Income	30	100	100	50
TOTAL REVENUES	$ 10,109	$ 9,100	$ 8,751	$ 9,250
EXPENDITURES:				
Small Tools and Equipment	$ -	$ -	$ -	$ -
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 10,109	$ 9,100	$ 8,751	$ 9,250
ENDING FUND BALANCE	$ 62,743	$ 71,843	$ 71,495	$ 80,745

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 2015-2016

POLICE TRAINING FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 3,526	$ 6,145	$ 6,145	$ 11,996
REVENUES:				
Police Training Fees	$ 2,616	$ -	$ 2,490	$ -
Forfeitures and Judgements	-	-	4,051	-
Misc Grants and Donations		-	-	-
Interest Income	3	5	5	5
TOTAL REVENUES	$ 2,619	$ 5	$ 6,546	$ 5
EXPENDITURES:				
Training	$ -	$ 3,000	$ -	$ 3,000
Police Miscellaneous	-	-	695	-
TOTAL EXPENDITURES	$ -	$ 3,000	$ 695	$ 3,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 2,619	$ (2,995)	$ 5,851	$ (2,995)
ENDING FUND BALANCE	$ 6,145	$ 3,150	$ 11,996	$ 9,001

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 2015-2016

EMS TRAINING FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 9,447	$ 9,452	$ 9,452	$ 9,472
REVENUES:				
EMT Training Fees	$ -	$ -	$ -	$ -
Interest Income	5	20	20	10
TOTAL REVENUES	$ 5	$ 20	$ 20	$ 10
EXPENDITURES:				
Small Tools and Equipment	$ -	$ -	$ -	$ 5,000
Fire and Ambulance	-	-	-	-
Training	-	-	-	-
TOTAL EXPENDITURES	$ -	$ -	$ -	$ 5,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 5	$ 20	$ 20	$ (4,990)
ENDING FUND BALANCE	$ 9,452	$ 9,472	$ 9,472	$ 4,482

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 2015-2016

PARK DEVELOPMENT FEES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 85,476	$ 217,592	$ 217,592	$ 399,222
REVENUES:				
Park Development Fees	$ 308,904	$ 50,000	$ 165,034	$ 25,000
Interest Income	171	10	10	110
Operating Transfer In	-	16,586	16,586	-
TOTAL REVENUES	$ 309,075	$ 66,596	$ 181,630	$ 25,110
EXPENDITURES:				
Operating Transfer	$ 155,000	$ 100,000	$ -	$ 100,000
Park Improvements	21,959	-	-	-
TOTAL EXPENDITURES	$ 176,959	$ 100,000	$ -	$ 100,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 132,116	$ (33,404)	$ 181,630	$ (74,890)
ENDING FUND BALANCE	$ 217,592	$ 184,188	$ 399,222	$ 324,332

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 2015-2016

PEG CHANNEL FEES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 55,947	$ 68,774	$ 68,774	$ 81,424
REVENUES:				
Public Educ Access Channel Fees	$ 12,792	$ 10,000	$ 12,574	$ 10,000
Interest Income	35	75	75	50
TOTAL REVENUES	$ 12,827	$ 10,075	$ 12,649	$ 10,050
EXPENDITURES:				
Small Tools and Equipment	$ -	$ 52,000	$ -	$ 52,000
TOTAL EXPENDITURES	$ -	$ 52,000	$ -	$ 52,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 12,827	$ (41,925)	$ 12,649	$ (41,950)
ENDING FUND BALANCE	$ 68,774	$ 26,849	$ 81,424	$ 39,474

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 2015-2016

LIBRARY DONATIONS AND GRANTS

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 27,502	$ 1,306	$ 1,306	$ 28,908
REVENUES:				
Library Donation	$ 32	$ -	$ -	$ -
Foundation Grants	1,000	-	28,127	-
Interest Income	1	15	15	5
TOTAL REVENUES	$ 1,033	$ 15	$ 28,142	$ 5
EXPENDITURES:				
Library Supplies	$ 2,137	$ -	$ -	$ -
Small Tools and Equipment	25,091	-	540	27,000
TOTAL EXPENDITURES	$ 27,228	$ -	$ 540	$ 27,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ (26,196)	$ 15	$ 27,602	$ (26,995)
ENDING FUND BALANCE	$ 1,306	$ 1,321	$ 28,908	$ 1,913

These are miscellaneous grants and donations

SPECIAL REVENUE FUND
FISCAL YEAR 2015-2016

ANIMAL CONTROL DONATIONS

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 22,732	$ 26,551	$ 26,551	$ 32,650
REVENUES:				
Misc Grants and Donations	$ 5,305	$ -	$ 6,089	$ -
Interest Income	14	10	10	15
TOTAL REVENUES	$ 5,319	$ 10	$ 6,099	$ 15
EXPENDITURES:				
Small Tools and Equipment	$ 1,500	$ 5,000	$ -	$ 10,000
TOTAL EXPENDITURES	$ 1,500	$ 5,000	$ -	$ 10,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 3,819	$ (4,990)	$ 6,099	$ (9,985)
ENDING FUND BALANCE	$ 26,551	$ 21,561	$ 32,650	$ 22,665

These are miscellaneous grants and donations

SPECIAL REVENUE FUND
FISCAL YEAR 2015-2016

SENIOR CITIZEN DONATIONS

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 7,374	$ 7,628	$ 7,628	$ 7,698
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Senior Program Donation	250	-	55	-
Interest Income	4	15	15	5
TOTAL REVENUES	$ 254	$ 15	$ 70	$ 5
EXPENDITURES:				
Small Tools and Equipment	$ -	$ 2,000	$ -	$ 2,000
TOTAL EXPENDITURES	$ -	$ 2,000	$ -	$ 2,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 254	$ (1,985)	$ 70	$ (1,995)
ENDING FUND BALANCE	$ 7,628	$ 5,643	$ 7,698	$ 5,703

These are miscellaneous grants and donations

SPECIAL REVENUE FUND
FISCAL YEAR 2015-2016

FIRE DEPARTMENT DONATIONS

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 23,980	$ 6,894	$ 6,894	$ 819
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Other Agency Grants	-	-	-	-
Interest Income	9	25	25	15
TOTAL REVENUES	$ 9	$ 25	$ 25	$ 15
EXPENDITURES:				
Fire and Ambulance	$ 3,300	$ -	$ 1,800	$ -
Small Tools and Equipment	13,794	12,500	4,300	-
TOTAL EXPENDITURES	$ 17,094	$ 12,500	$ 6,100	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ (17,085)	$ (12,475)	$ (6,075)	$ 15
ENDING FUND BALANCE	$ 6,894	$ (5,581)	$ 819	$ 834

These are miscellaneous grants and donations.

SPECIAL REVENUE FUND
FISCAL YEAR 2015-2016

PUBLIC USE FUNDS

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 20,935	$ 20,947	$ 20,947	$ 21,022
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Other Agency Grants	-	-	-	-
Interest Income	12	75	75	15
TOTAL REVENUES	$ 12	$ 75	$ 75	$ 15
EXPENDITURES:				
Energy Conservation Improvements	$ -	$ -	$ -	$ -
Small Tools and Equipment	-	-	-	
TOTAL EXPENDITURES	$ -	$ -	$ -	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 12	$ 75	$ 75	$ 15
ENDING FUND BALANCE	$ 20,947	$ 21,022	$ 21,022	$ 21,037

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 2015-2016

SPECIAL PARK FUNDS

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 16,576	$ 16,586	$ 16,586	$ (0)
REVENUES:				
Misc Grants and Donations	$ -	$ -	$ -	$ -
Interest Income	9	-	-	-
TOTAL REVENUES	$ 9	$ -	$ -	$ -
EXPENDITURES:				
Small Tools and Equipment	$ -	$ -	$ -	$ -
Park Improvements	-	-	-	-
Operating Transfer Out	-	16,586	16,586	-
TOTAL EXPENDITURES	$ -	$ 16,586	$ 16,586	$ -
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 9	$ (16,586)	$ (16,586)	$ -
ENDING FUND BALANCE	$ 16,586	$ (0)	$ (0)	$ (0)

The source of these funds is donations/grants specified for use in the City parks.

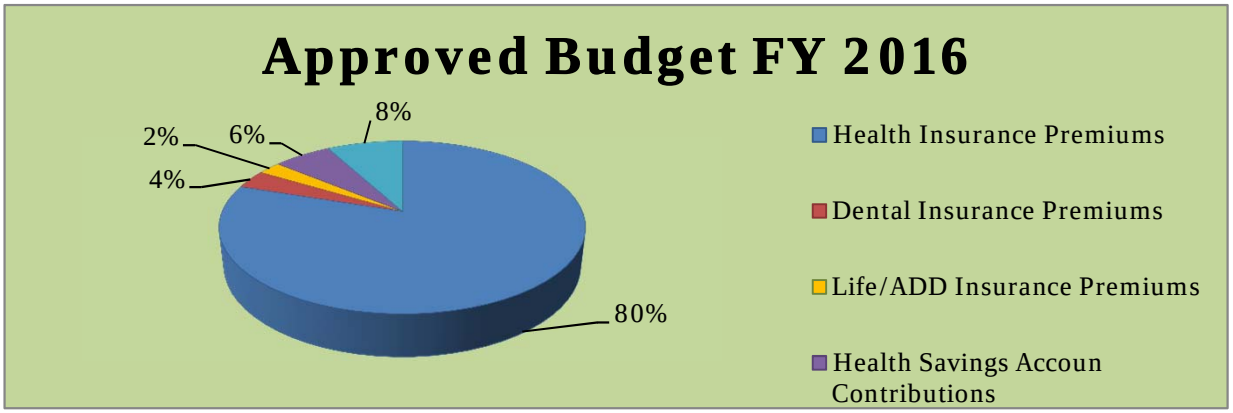
DEPARTMENT:	FUND:
EMPLOYEE INSURANCE	HEALTH INSURANCE FUND

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 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
Category:				
Health Insurance Premiums	$ -	$ 592,915	$ 726,352	$ 795,548
Dental Insurance Premiums	-	29,757	33,427	34,882
Life/ADD Insurance Premiums	-	17,656	20,727	23,740
Health Savings Accoun Contributions	-	9,549	12,152	60,775
HRA Reimbursements	-	47,195	73,320	79,032
TOTAL	$ -	$ 697,072	$ 865,978	$ 993,978

PERSONNEL	Actual 2012/13	Budget 2013/14	Budget 2014/15	Budget 2015/16
There are no personnel in this department.				

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

HEALTH INSURANCE FUND
SUMMARY

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Proposed FY 2015/16
BEGINNING FUND BALANCE	$ -	$ 66,488	$ 66,488	$ 195,958
REVENUES				
Operating Transfers In - General Fund	$ 763,500	$ 795,182	$ 795,180	$ 973,203
Operating Transfers In - Utility Fund	$ -	$ 70,796	$ 70,800	$ 78,944
Interest, Rent & Leases	60	35	150	80
TOTAL REVENUES	$ 763,560	$ 866,013	$ 866,130	$ 1,052,227
EXPENDITURES				
Health Insurance Premiums	$ 592,915	$ 726,352	$ 638,831	$ 795,548
Dental Insurance Premiums	29,757	33,427	33,105	34,882
LTD and Life Insurance Premiums	17,656	20,727	17,941	23,740
H.S.A. Contribution	9,549	12,152	13,103	60,775
Deductible Reimbursements	47,195	73,320	33,679	79,032
TOTAL EXPENDITURES	$ 697,072	$ 865,978	$ 736,659	$ 993,978
TOTAL REVENUES OVER EXPENDITURES	$ 66,488	$ 36	$ 129,471	$ 58,249
ENDING FUND BALANCE	$ 66,488	$ 66,523	$ 195,958	$ 254,208

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 beginning 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 2012/13	Budget 2013/14	Budget 2014/15	Budget 2015/16
Category:				
Water CIP Projects		$ -	$ 640,000	$ 290,000
Wastewater CIP Projects				300,000
Roadway CIP Projects		350,000	245,000	138,000
Financing Costs				
TOTAL	$ -	$ 350,000	$ 885,000	$ 728,000

PERSONNEL	Actual 2012/13	Budget 2013/14	Budget 2014/15	Budget 2015/16

There are no personnel in this department.

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

IMPACT FEE FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 3,018,121	$ 3,598,508	$ 3,598,508	$ 5,257,991
REVENUES				
Impact Fee Revenue	$ 907,450	$ 250,000	$ 1,655,483	$ 325,000
Interest Income	5,443	4,000	4,000	5,000
TOTAL REVENUES	$ 912,893	$ 254,000	$ 1,659,483	$ 330,000
EXPENDITURES				
Operating Transfers Out	$ 332,506	$ 885,000	$ -	$ 728,000
TOTAL EXPENDITURES	$ 332,506	$ 885,000	$ -	$ 728,000
TOTAL REVENUES OVER EXPENDITURES	$ 580,387	$ (631,000)	$ 1,659,483	$ (398,000)
ENDING FUND BALANCE	$ 3,598,508	$ 2,967,508	$ 5,257,991	$ 4,859,991

IMPACT FEE FUND
FISCAL YEAR 2015-2016

WATER IMPACT FEES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 463,663	$ 946,065	$ 946,065	$ 1,482,732
REVENUES:				
Water Impact Fees	$ 481,330	$ 125,000	$ 534,734	$ 150,000
Interest Income	1,071	1,933	1,933	810
TOTAL REVENUES	$ 482,402	$ 126,933	$ 536,667	$ 150,810
EXPENDITURES:				
Operating Transfers Out - Water Operations	$ -	$ 640,000	$ -	$ 290,000
TOTAL EXPENDITURES	$ -	$ 640,000	$ -	$ 290,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 482,402	$ (513,067)	$ 536,667	$ (139,190)
ENDING FUND BALANCE	$ 946,065	$ 432,998	$ 1,482,732	$ 1,343,542

IMPACT FEE FUND
FISCAL YEAR 2015-2016

SEWER IMPACT FEES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 1,023,496	$ 1,394,018	$ 1,394,018	$ 1,767,936
REVENUES:				
Sewer Impact Fees	$ 368,499	$ 50,000	$ 373,128	$ 75,000
Interest Income	2,023	790	790	2,032
TOTAL REVENUES	$ 370,522	$ 50,790	$ 373,918	$ 77,032
EXPENDITURES:				
Operating Transfers Out - Sewer Operations	$ -	$ -	$ -	$ 300,000
TOTAL EXPENDITURES	$ -	$ -	$ -	$ 300,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ 370,522	$ 50,790	$ 373,918	$ (222,968)
ENDING FUND BALANCE	$ 1,394,018	$ 1,444,808	$ 1,767,936	$ 1,544,968

IMPACT FEE FUND
FISCAL YEAR 2015-2016

STREET IMPACT FEES

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ 1,530,962	$ 1,258,425	$ 1,258,425	$ 2,007,323
REVENUES:				
Street Impact Fees	$ 57,620	$ 75,000	$ 747,621	$ 100,000
Interest Income	2,349	1,277	1,277	2,159
TOTAL REVENUES	$ 59,969	$ 76,277	$ 748,898	$ 102,159
EXPENDITURES:				
Operating Transfers Out - Capital Project Fund	$ 332,506	$ 245,000	$ -	$ 138,000
TOTAL EXPENDITURES	$ 332,506	$ 245,000	$ -	$ 138,000
Excess(deficiency) of Revenues Under(Over) Expenditures	$ (272,537)	$ (168,723)	$ 748,898	$ (35,841)
ENDING FUND BALANCE	$ 1,258,425	$ 1,089,702	$ 2,007,323	$ 1,971,481

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 $304,879 for fiscal year 2015-2016. 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 2012/13	Budget 2013/14	Budget 2014/15	Budget 2015/16
Category:				
Street Maintenance Projects		$ 210,000	$ 282,000	$ 314,879
	0	0	0	0
TOTAL	$ -	$ 210,000	$ 282,000	$ 314,879

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 2015-2016

STREET MAINTENANCE TAX FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	$ -	$ 63,421	$ 63,421	$ 82,006
REVENUES				
Sales Tax Revenue	$ 255,143	$ 291,611	$ 310,634	$ 304,879
Interest Income	97	200	200	200
TOTAL REVENUES	$ 255,240	$ 291,811	$ 310,834	$ 305,079
EXPENDITURES				
Street Maintenance	$ 191,820	$ 282,000	$ 292,248	$ 314,879
TOTAL EXPENDITURES	$ 191,820	$ 282,000	$ 292,248	$ 314,879
TOTAL REVENUES OVER EXPENDITURES	$ 63,421	$ 9,811	$ 18,586	$ (9,800)
ENDING FUND BALANCE	63,421	73,232	82,006	72,206

CONVENTIONAL PAY PLAN

Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum
1000	**City Administration Group**				
1020	Executive Assistant	109	$ 41,373	$ 50,682	$ 59,991
1030	Adminstrative Assistant to City Manager	110	43,028	52,709	62,390
2000	**Finance Group**				
2010	Director of Finance	203	108,344	130,012	151,681
2020	Finance Manager	119	68,584	84,015	99,446
2025	Accountant	112	46,539	57,010	67,481
2030	Utility Billing Supervisor	113	48,400	59,290	70,181
2040	Customer Service Representative	103	30,320	37,142	43,965
2080	Finance Specialist	106	36,780	45,056	53,331
2090	Information Technology Technician	108	39,782	48,732	57,683
	Meter Technician	103	30,320	37,142	43,965
	Systems Administrator	116	60,971	74,689	88,407
3000	**Human Resources Group**				
3010	Human Resources Director	120	96,317.01	115,580.41	134,843.81
3020	Human Resources Analyst	112	46,539	57,010	67,481
3030	Human Resources Assistant	100	26,955	33,019	39,084
5000	**Office/Clerical Group**				
5010	Administrative Assistant	104	32,746	40,114	47,482
6000	**Community Development Group**				
6010	Director of Planning and Development	201	100,170	120,204	140,238
6020	Building Official	122	80,114	98,140	116,166
6040	Combination Building Inspector	109	41,373	50,682	59,991
6050	Environmental Specialist	110	43,028	52,709	62,390
6060	Plans Examiner	111	44,749	54,817	64,886
6065	Erosion Control Inspector	108	39,782	48,732	57,683
6070	Community Development Technician	104	32,746	40,114	47,482
	Planner	114	52,272	64,034	75,795
7000	**Fire Group**				
7010	Fire Chief	204	112,677	135,213	157,748
7035	Code Enforcement Officer	107	38,252	46,858	55,465
	Administrative Assistant - Fire	104	32,746	40,114	47,482
8000	**Police Operations Group**				
8010	Police Chief	204	112,677	135,213	157,748
9000	**Police Operations Support Group**				
9010	Police Communications Supervisor	112	46,539	57,010	67,481
9020	Police Dispatcher	106	36,780	45,056	53,331
9030	Police Records Mgr/Evidence Custodian	107	38,252	46,858	55,465
9040	Police Records Clerk	103	30,320	37,142	43,965
10000	**Animal Control Group**				
10010	Animal Control Supervisor	111	44,749	54,817	64,886
10020	Animal Control Officer	104	32,746	40,114	47,482
10030	Animal Shelter Attendant	100	26,955	33,019	39,084
11000	**Court Services Group**				
11010	Court Administrator	116	60,971	74,689	88,407
11020	Deputy Court Clerk	104	32,746	40,114	47,482
12000	**Public Works Group**				
12010	Public Works Manager	119	68,583	84,014	99,446
12020	Public Works Superintendent	117	63,409	77,676	91,944
12025	Utilities Foreman	114	52,272	64,034	75,795
12030	Streets Foreman	114	52,272	64,034	75,795

Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum
	Public Works Coordinator	107	38,251	46,858	55,464
12040	Crew Leader	106	36,780	45,056	53,331
12050	**Maintenance Techician**				
12050	Maintenance Technician	102	29,154	35,714	42,274
13000	**Parks and Recreation Services Group**				
13010	Director of Parks and Recreation	200	104,176	125,012	145,847
13020	Senior Citizen Program Manager	112	46,539	57,010	67,481
13025	Recreation Supervisor	110	43,028	52,709	62,390
12026	Recreation Aide (Part-Time)	100	26,955	33,019	39,084
12030	Parks Foreman	114	52,272	64,034	75,795
14000	**Building Maintenance Group**				
14010	Building Maintenance Supervisor	111	44,749	54,817	64,886
14020	Custodial Coordinator	101	28,033	34,340	40,648
14030	Custodian I (part-time)	100	26,955	33,019	39,084
15000	**Library Services Group**				
15010	Manager of Library Services	116	60,971	74,689	88,407
15020	Library Assistant	100	26,955	33,019	39,084
15030	Technical Services Librarian	111	44,749	54,817	64,886
16000	**Engineering Group**				
16010	Director of Engineering Services	123	100,170	120,204	140,238
16020	Construction Inspector	109	41,373	50,682	59,991
16030	Project Manager	117	$ 63,409	$ 77,676	$ 91,944

PUBLIC SAFETY PAY PLAN

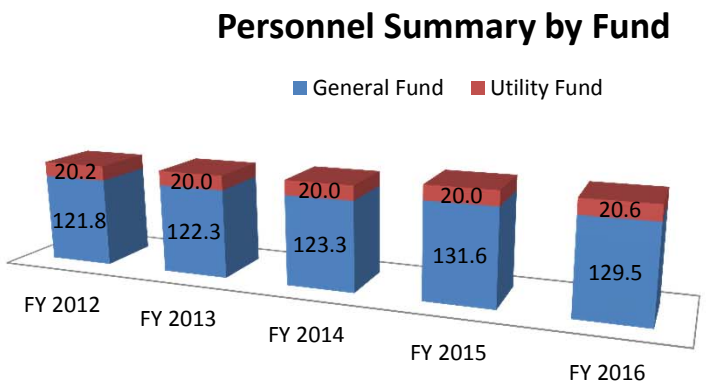
Occupational Job Families and Job Classes	Grade		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
Police Lieutenant	PS8	Annual	$ 87,253	$ 96,310	$ 106,307	$ 106,307	$ 106,307	$ 106,307	$ 106,307	$ 106,307	$ 106,307
Police Sergeant	PS6	Annual	75,375	79,182	83,180	87,402	91,837	91,837	91,837	91,837	91,837
Police Officer	PS4	Annual	53,871	55,218	56,598	58,013	59,463	60,950	62,474	64,035	65,636
Police Recruit	PSRP	Annual	49,679	49,679	49,679	49,679	49,679	49,679	49,679	49,679	49,679
Fire Admin Captain	PS9	Annual	92,427	102,021	112,611	112,611	112,611	112,611	112,611	112,611	112,611
Fire Shift Captain	PS7	Annual	83,423	92,083	101,641	101,641	101,641	101,641	101,641	101,641	101,641
Fire Lieutenant	PS5	Annual	73,196	76,893	80,776	84,875	89,183	89,183	89,183	89,183	89,183
Fire Rescue Specialist	PS3	Annual	52,688	54,005	55,356	56,740	58,158	59,612	61,102	62,630	64,196
Fire Rescue Specialist-Recruit	PSRF	Annual	$ 45,530	$ 45,530	$ 45,530	$ 45,530	$ 45,530	$ 45,530	$ 45,530	$ 45,530	$ 45,530

GENERAL FUND PERSONNEL SUMMARY BY DEPARTMENT

Department	Adopted Budget FY 2012			Adopted Budget FY 2013			Adopted Budget FY 2014			Adopted Budget FY 2015			Proposed Budget FY 2016		
	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	-	-	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	-	-	3.00	-	-	3.00	-	-
Municipal Court	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-	2.00	-	-
Library	4.00	0.50	-	4.00	0.50	-	3.00	1.50	-	3.00	1.50	-	3.00	1.50	-
Community Development	6.40	-	-	6.40	-	-	6.40	-	-	6.40	0.40	-	6.40	0.40	-
Public Works/Streets	9.67	-	-	9.67	-	-	9.67	-	-	10.00	-	-	10.25	-	-
Facilities Maintenance	2.40	0.80	-	2.40	0.80	-	2.40	0.80	-	2.40	0.80	-	3.20	0.40	-
Engineering	0.90	-	-	0.90	-	-	0.90	-	-	0.90	-	-	1.10	-	-
Fire/EMS	19.00	-	11.00	20.00	-	11.00	20.00	0.50	11.00	23.00	0.50	11.00	29.00	0.50	-
Police	41.00	0.50	1.50	40.00	1.00	1.50	40.00	1.00	1.50	45.00	1.00	1.50	47.00	1.00	1.50
Animal Control	2.00	0.50	-	2.00	0.50	-	3.00	-	-	3.00	-	-	3.00	-	-
Parks and Recreation	8.00	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	-	1.00	1.00	0.50	0.50
Combined Services	-	-		-	-		-	-		-	-		-	-	
Total General Fund	103.67	3.70	14.40	103.67	4.20	14.40	103.67	5.20	14.40	112.60	5.10	13.90	121.85	5.20	2.40

UTILITY FUND PERSONNEL SUMMARY BY DEPARTMENT

Department	Adopted Budget FY 2012			Adopted Budget FY 2013			Adopted Budget FY 2014			Adopted Budget FY 2015			Proposed Budget FY 2016		
	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	8.45	0.20	0.05	8.33	0.15	0.05
Sewer Operations	6.65	0.15	0.05	7.55	0.15	0.05	7.55	0.15	0.05	7.95	0.20	0.05	7.83	0.15	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	20.40	0.40	0.10	20.15	0.30	0.10
CITY TOTAL	123.47	4.00	14.50	123.27	4.50	14.50	123.27	5.50	14.50	133.00	5.50	14.00	142.00	5.50	2.50



CITY OF SACHSE PERSONNEL SUMMARY DETAIL FY 2016

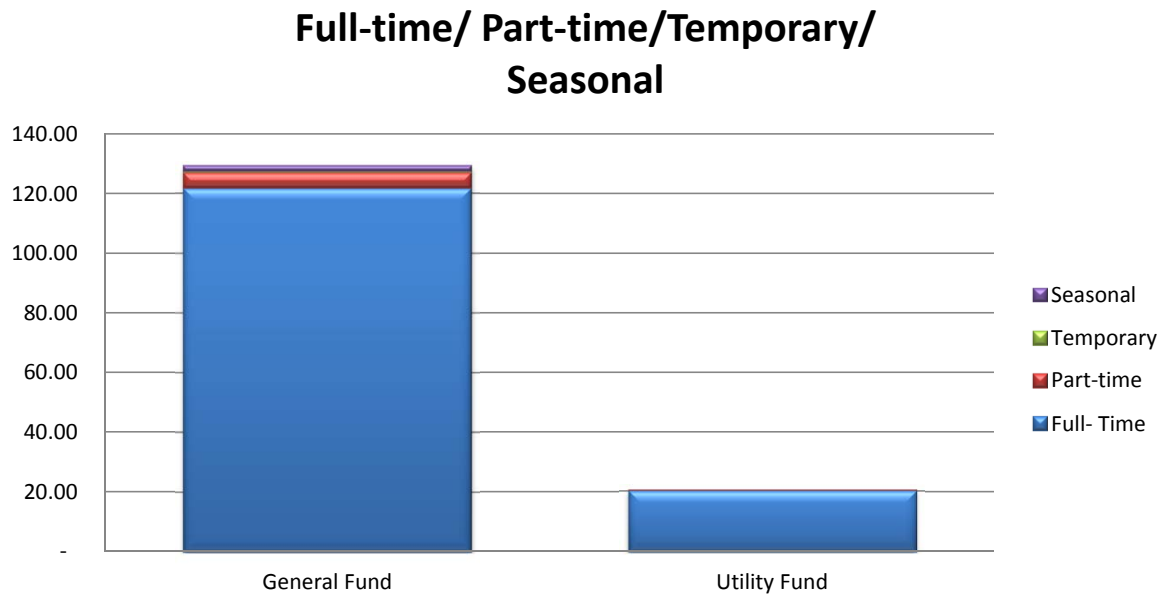
Position	General Fund			General Combined Services			Utility			TOTAL
	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	FT	PT	Temp/ Seas	
City Manager										
Full-time										
City Manager	0.80	-	-	-	-	-	0.20	-	-	1.00
Executive Assistant	0.80	-	-	-	-	-	0.20	-	-	1.00
Administrative Assistant	0.80	-	-	-	-	-	0.20	-	-	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
IT Coordinator	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 2016

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
Part-time										
Erosion Control Inspector	-	0.40	-	-	-	-		0.10	-	0.50
Facility Maintenance										
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
Custodian	0.80	-	-	-	-	-	0.20	-	-	1.00
Part-time										
Custodian	-	0.40	-	-	-	-	-	0.10	-	0.50
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	21.00	-	-	-	-	-	-	-	-	21.00
Part-time										
Code Enforcement Officer	-	0.50	-	-	-	-	-	-	-	0.50
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	5.00	-	-	-	-	-	-	-	-	5.00
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	2.00	-	-	-	-	-	-	-	-	2.00
Administrative Assistant	1.00	-	-	-	-	-	-	-	-	1.00
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 2016

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	0.75	-	-	-	-	-	0.25	-	-	1.00
Manager of Public Works	0.50	-	-	-	-	-	0.50	-	-	1.00
Construction Inspector	0.30	-	-	-	-	-	0.70	-	-	1.00
Project Manager	0.30	-	-	-	-	-	0.70	-	-	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
Bus Driver	-	0.50	-	-	-	-	-	-	-	0.50
Seasonal										
Bus Driver	-	-	0.50	-	-	-	-	-	-	0.50
Total Employees	121.85	5.20	2.40	-	-	-	20.15	0.30	0.10	150.00



DIRECT CHARGE BACK TO THE WATER AND SEWER FUND
FOR GENERAL AND ADMINISTRATIVE COSTS
PAID BY THE GENERAL FUND
PROPOSED BUDGET YEAR 2015-2016

Calculated 8/7/2015

Calculation of General and Administrative Charge for General Fund	Proposed Cost 2015-2016 General Fund	%	Water Dept	%	Sewer Dept	W/S Total	GF Total	Totals	SEDC
Salary Cost Allocation									
City Manager's Office	326,442	0.10	32,644	0.10	32,644	65,288	261,154	326,442	9,793
City Secretary	116,282	0.05	5,814	0.05	5,814	11,628	104,654	116,282	1,163
Human Resouces	219,244	0.10	21,924	0.10	21,924	43,849	175,395	219,244	2,192
Non-Dept(Insurance moved to Util Fund)	90,700	0.10	9,070	0.05	4,535	13,605	77,095	90,700	907
Finance	451,556	0.25	112,889	0.15	67,733	180,622	270,934	451,556	22,176
Engineering	269,682	0.35	94,389	0.35	94,389	188,777	80,905	269,682	2,697
Community Development	731,045	0.10	73,105	0.10	73,105	146,209	584,836	731,045	7,310
Building Maintenance	233,535	0.10	23,354	0.10	23,354	46,707	186,828	233,535	2,335
Total Personnel Costs Shared	2,438,486		373,188		323,498	696,686	1,741,800	2,438,486	48,574
% distribution						28.57%	71.43%	100.00%	
Operational/Maintenance									
Legal/Professional	72,000	0.10	7,200	0.10	7,200	14,400	57,600	72,000	
HR Programs	67,860	0.10	6,786	0.10	6,786	13,572	54,288	67,860	679
Engineering Services	35,286	0.20	7,057	0.20	7,057	14,114	21,172	35,286	-
Finance	44,023	0.25	11,006	0.15	8,805	19,810	24,213	44,023	2,201
Community Development	68,854	0.10	10,328	0.10	10,328	20,656	48,198	68,854	-
Facility Maint	129,569	0.10	25,914	0.10	6,478	32,392	97,177	129,569	1,296
Public Works central expenses	13,100	0.30	3,930	0.15	1,965	5,895	7,205	13,100	
Computer Network Support	193,753	0.10	19,375	0.05	19,375	38,751	155,002	193,753	1,938
GL/Property Insurances	185,320	0.20	37,064	0.20	37,064	74,128	111,192	185,320	1,853
Total Operational Costs Shared	809,765		128,660		105,059	233,719	576,046	809,765	7,966
% Distribution						28.86%	71.14%	100.00%	
Total General and Administrative Charge:	**3,248,251**		**501,849**		**428,556**	**930,405**	**2,317,846**	**3,248,251**	56,540
% of total allocation	**100%**					**28.64%**	**71.36%**	**100.00%**	1.74%
			02-027-55060		02-028-55070				
Proposed FY 15 G&A Transfer to General Fund	3,248,251		501,849		428,556	**930,405**	**2,317,846**	3,248,251	
% of Calculated Charge Back						**28.64%**	**71.36%**	**100.00%**	

2015-2016 Budget

September, 2015
Board of Directors

Spencer Hauenstein, President

Kenneth Thomas, Vice President

Suzanne Politz

Karlos McGhee

Jeff Bickerstaff

Mike VanBuskirk

Marcia Harris-Daniel

Leslyn Blake, Executive Director

September 14, 2015

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
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 2015 – 2016 budget for consideration.

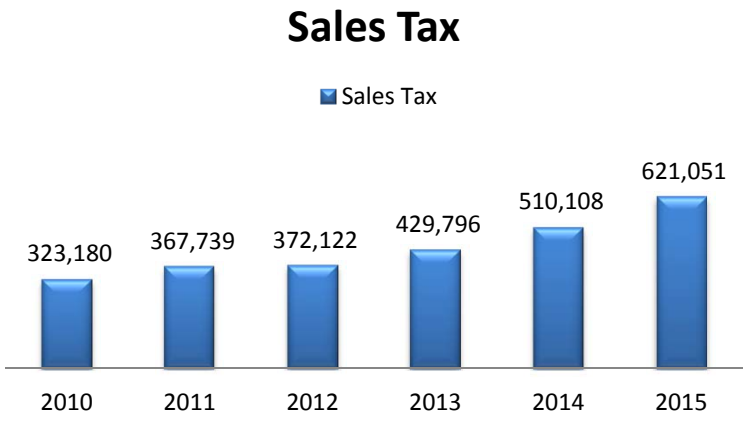
SEDC Board of Directors

Spencer Hauenstein, President
Mike VanBuskirk
Jeff Bickerstaff
Marcia Harris-Daniel
Eric Dumois
Suzanne Politz
Ken Thomas

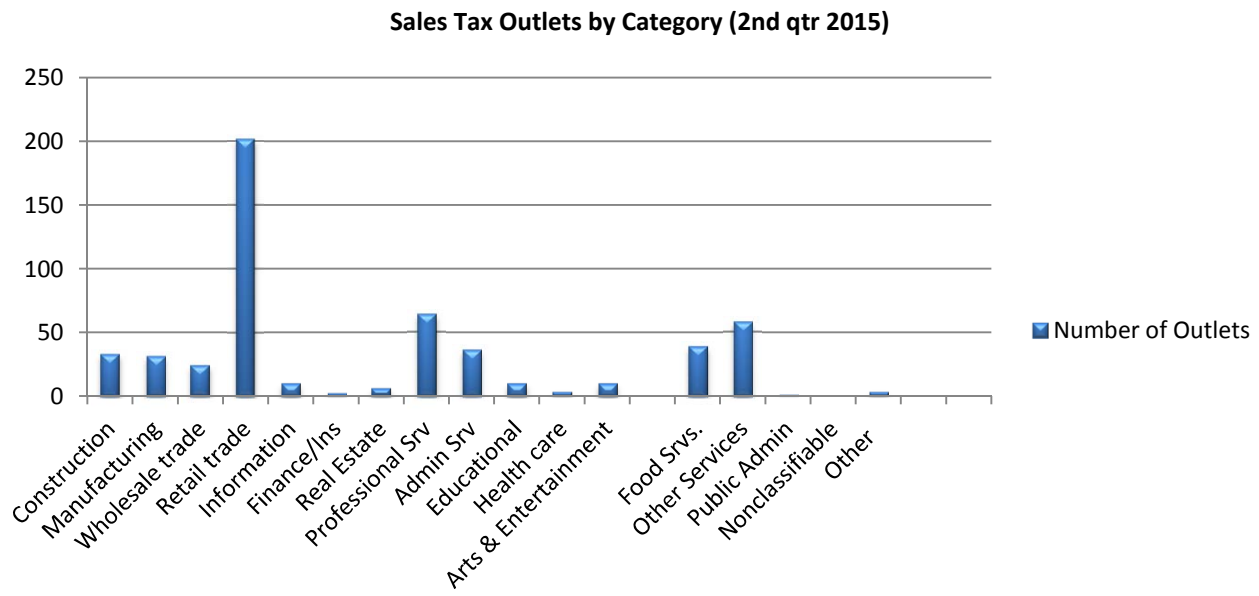
SACHSE ECONOMIC DEVELOPMENT CORPORATION

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	2015 Revenue Projection	2016 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. 351,763.71 B. 52%	$ 621,051	$ 609,759



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.

GOALS	STRATEGIC OBJECTIVES
Be a model of financial stewardship through growth management, responsible investment and financial transparency.	Budget to maintain and improve Sachse's current financial foundation. 1-2 yr
	Proactively prepare for foreseeable growth pattern shifts. 1 yr
Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.	Offer exceptional community events. 1 yr
Make Sachse more prosperous through job creation and quality development that adds community value.	Utilize the Economic Development Corporation to create an environment attractive to quality non-residential development. 1 yr
	Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor. 1-2 yr
	Pursue businesses that meet the needs and wants of Sachse's citizens. 1 yr

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2015

Strategic Objective: Proactively prepare for foreseeable growth pattern shifts.

Action: Developed five year strategic plan.

Strategic Objective: Utilize the Economic Development Corporation to create an environment attractive to quality non-residential development.

Action: Designed and implemented comprehensive marketing plan including: campaign messaging development – "Where's Sachse?"; print, digital, radio, direct mail/email advertising; collateral development; social media; video.

Action: Awarded infrastructure improvement grant to Direct Development for construction of LA Fitness on Woodbridge Parkway and Hwy. 78.

Action: Awarded infrastructure improvement grant to Laguna Madre Traders for installation of a fire hydrant.

Action: Awarded infrastructure improvement grant to the City of Sachse for construction of sanity sewer for a portion of President George Bush Turnpike.

Action: Awarded grant to Sachse Historical Society for building improvements and expansion of Sachse Historical Museum.

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.

Strategic Objective: Develop initiatives that result in value-added redevelopment in targeted areas of the State Highway 78 corridor.

Action: Engaged consultant to perform a Hwy. 78 Beautification Study and design a Master Plan.

Action: Engaged consultant to perform Hwy. 78 Industrial Land Highest and Best Use Study.

Action: Partnered with City to manage and fund Hwy. 78 Visioning Feasibility Study.

Strategic Objective: Pursue businesses that meet the needs and wants of Sachse's citizens.

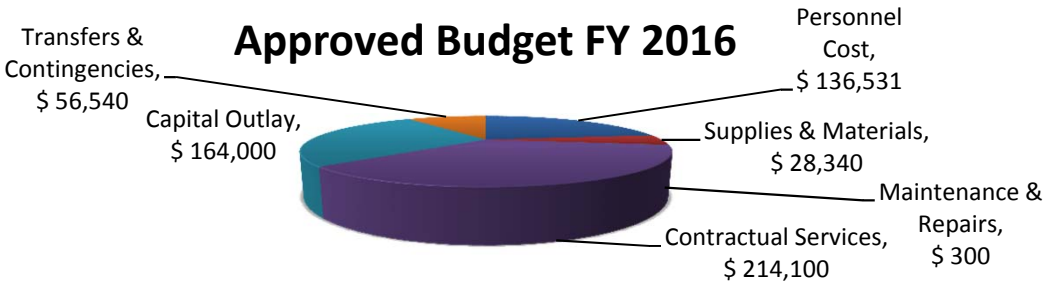
Action: Attended two ICSC shows in November and May to meet with/recruit target restaurants and retailers.

Action: Attended NTCAR Commercial Real Estate Expo to network with area commercial realtors and develop relationships.

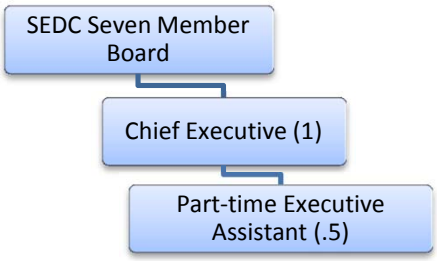
MAJOR BUDGETARY ISSUES

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.

DEPARTMENT: ECONOMIC DEVELOPMENT FUND				FUND: SEDC
PERFORMANCE INDICATORS	**2012-2013**	**2013-2014**	**2014-2015**	**Budget 2015-2016**
Activities:				
New Business Contacts	65	75	84	80
Promotion Packages Sent	30	40	84	50
New Business Recruitment	12	15	14	20
Abatement Monitored	2	2	2	2
Conventions Attended	3	3	3	3
Board Meetings	13	13	13	13
Special Called Meetings	2	2	1	1
Out of Town Networking	2	2	3	4
Training	2	2	6	3



EXPENDITURES	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**	**% Increase/ Decrease**
Category:					
Personnel Cost	$ 113,633	$ 88,092	$ 128,999	$ 136,531	6%
Supplies & Materials	9,034	26,241	27,640	28,340	2%
Maintenance & Repairs	474	49	500	300	-67%
Contractual Services	40,890	141,273	214,000	214,100	0%
Capital Outlay	18,146	17,120	164,000	164,000	0%
Transfers & Contingencies	56,160	54,828	51,414	56,540	9%
TOTAL	$ 238,337	$ 327,603	$ 586,553	$ 599,811	



FULL-TIME EQUIVALENT (FTE) PERSONNEL SCHEDULE

Description	**Actual 2011/12**	**Actual 2012/13**	**Actual 2013/14**	**Budget 2014/15**	**Budget 2015/16**
Full-Time	1	1	1	1	1
Continuous Part-Time	0	0	0	0.5	0.5
Temporary	0	0	0	0	0
TOTAL	1	1	1	1.5	1.5

DEPARTMENT: ECONOMIC DEVELOPMENT FUND	FUND: SEDC

AVAILABLE INCENTIVE OPTIONS

Tax Abatement
Skills Development Fund
Texas Enterprise Fund

Sign Grants
Infrastructure Improvements
Tax Increment Financing

Fee Waivers
380 Agreements
Expedited Permitting Emerging

Sachse Demographics

POPULATION
2020 Projection - 25,388
2015 Population - 22,711
2010 Census - 19,647
2000 Census - 10,746

GROWTH 2000-2015 - 112%

By Age:
UNDER 21 - 33%
21-24 - 5%
25-44 - 27%
45-54 - 16%

RESIDENTS
Median Age - 37
Number of Households - 7,311
Average Household Income - $105K
Bachelor's Degree or higher - 34%
Unemployment - 2.8%

New Housing Counts	2010	2011	2012	2013	2014	2015 *(thru 9/30/15)*
Total	146	89	148	138	244	275

Total Single-Family Units - 7,577
Total Multi-Family Units - 699
Average Home Price - $208K

5-MILE TRADE AREA MAP

TRADE AREA POPULATION - 209,806

CITY OF SACHSE FINANCIAL STATUS
2015 Final Assessed Valuation – $1,635,609,749
City Bond Rating – Moody's "Aa3"
Budget - $31,566,051

Property Tax Rate - $0.757279 per $100 assessed valuation
Sales Tax - 8%

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2015-2016

SACHSE ECONOMIC DEVELOPMENT FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
BEGINNING FUND BALANCE	4,287,958	4,508,315	4,508,315	4,692,225
REVENUES				
Other Taxes	$510,108	$583,222	$621,051	$609,759
Interest, Rent & Leases	9,345	7,500	6,266	8,000
Grants & Donations	10,000	0	0	0
TOTAL REVENUES	$529,453	$590,722	$627,318	$617,759
EXPENDITURES				
Personnel Costs	$88,092	$128,999	$122,348	$136,531
Supplies & Materials	26,241	27,640	27,919	28,340
Maintenance & Repairs	49	500	386	300
Contractual Services	141,273	214,000	211,447	214,100
Capital Outlays	17,120	164,000	29,608	164,000
Transfers & Contingencies	54,828	51,414	51,699	56,540
TOTAL EXPENDITURES	$327,603	$586,553	$443,407	$599,811
TOTAL REVENUES OVER EXPENDITURES	$ 201,851	$ 4,169	$ 183,910	$ 17,948
ENDING FUND BALANCE	$4,508,315	$4,512,484	$4,692,225	$4,710,173

REVENUE
FISCAL YEAR 2015-2016

SACHSE ECONOMIC DEVELOPMENT FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
OTHER TAXES				
Sales Taxes	510,108	583,222	621,051	609,759
TOTAL OTHER TAXES	$510,108	$583,222	$621,051	$609,759
INTEREST, RENT & LEASES				
Interest Income	9,345	7,500	6,266	8,000
TOTAL INTEREST, RENT & LEASES	$9,345	$7,500	$6,266	$8,000
GRANTS & DONATIONS				
Miscellaneous Grants & Donations	10,000	0	0	0
TOTAL GRANTS & DONATIONS	$10,000	$0	$0	$0
TOTAL REVENUES	$529,453	$590,722	$627,318	$617,759

EXPENDITURES
FISCAL YEAR 2015-2016

SACHSE ECONOMIC DEVELOPMENT FUND

	Actual FY 2013/14	Budget FY 2014/15	Projected FY 2014/15	Budget FY 2015/16
PERSONNEL COSTS				
Wages & Salaries	$ 68,757	$ 103,300	$ 97,971	$ 109,304
Overtime	-	-		-
Longevity	-	-		122
Social Security & Med & FICA	6,156	7,902	6,978	8,371
TMRS Contributions	9,414	10,638	11,238	11,844
Health Insurance	2,908	5,869	5,555	5,592
Dental Insurance	178	293	277	268
Life and LTD Insurance	20	233	-	246
Workers Compensation	293	350	261	370
Unemployment Tax	367	414	68	414
TOTAL PERSONNEL COSTS	$ 88,092	$ 128,999	$ 122,348	$ 136,531
SUPPLIES & MATERIALS				
Utilities - Communications	$ 1,294	$ 1,560	$ 1,849	$ 1,560
Office Supplies	3,249	2,000	2,413	2,000
Postage	-	1,000	384	1,000
Business Retention Efforts	2,454	3,500	6,859	7,000
Special Programming Supplies	4,833	4,000	3,372	3,500
Small Tools and Equipment	1,156	1,000	895	700
Fuel and Lubricants	82	-	162	-
Dues and Subscriptions	5,438	3,580	5,781	3,580
Employee Training	7,735	11,000	6,204	9,000
TOTAL SUPPLIES & MATERIALS	$ 26,241	$ 27,640	$ 27,919	$ 28,340
MAINTENANCE & REPAIRS				
Vehicle Repairs and Maintenance	$ 49	$ 500	$ 386	$ 300
TOTAL MAINTENANCE & REPAIRS	$ 49	$ 500	$ 386	$ 300
CONTRACTUAL SERVICES				
Professional Fees	$ 74,891	$ 87,000	$ 115,179	$ 90,000
Printer Services	3,298	3,500	152	2,600
Adverstising and Legal Public	62,784	114,500	94,373	114,500
Web Page Services	300	9,000	1,744	7,000
TOTAL CONTRACTUAL SERVICES	$ 141,273	$ 214,000	$ 211,447	$ 214,100
CAPITAL OUTLAY				
Local Business Grant Program	$ 17,120	$ 164,000	$ 29,608	$ 164,000
TOTAL CAPITAL OUTLAY	$ 17,120	$ 164,000	$ 29,608	$ 164,000
TRANSFERS & CONTINGENCIES				
Operating Transfer Out - Gen	$ 54,828	$ 51,414	$ 51,699	$ 56,540
TOTAL TRANSFERS & CONTINGENCIES	$ 54,828	$ 51,414	$ 51,699	$ 56,540
TOTAL EXPENDITURES	$ 327,603	$ 586,553	$ 443,407	$ 599,811

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]
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
2016	1,767,124,588	49,699,237	181,214,076	1,635,609,749	0.75728

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
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
2016	0.572279	0.185000	0.757279	1.353300	0.010000	0.286000	0.123650	0.243100	2.773329	1.640000	0.225000	0.081960	2.704239

Source: Dallas & Collin Central Appraisal Districts and City records

CITY OF SACHSE, TEXAS

PRINCIPAL PROPERTY TAX PAYERS
Current Year and Ten Years Ago
(Unaudited)

2015			2006		
Taxpayer	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxpayer	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
Wal-Mart Stores - Collin Co.	$ 23,511,841	1.46%	Woodbridge Villas	$ 13,394,928	1.30%
Western Rim Investors	$ 21,886,593	1.36%	Realty Assoc Iowa Corp	9,018,088	0.87%
LIPT Oak Grove LLC	$ 17,753,820	1.10%	Texas Utilities Elec Co	5,277,730	0.51%
Woodbridge Villas LLC	15,304,609	0.95%	Sachse Farms Ltd	2,757,275	0.27%
Oncor Electric Delivery	$ 5,505,150	0.34%	Ingram Sachse Ltd	2,743,715	0.27%
D R Horton - Texas LTD	5,176,112	0.32%	Woodbridge Properties LLC	2,599,914	0.25%
Oxford Sachse Memory Care	3,487,710	0.22%	Woodbridge West VII	2,447,868	0.24%
Verizon	3,384,990	0.21%	Ashton Dallas Residential	2,395,503	0.23%
Kroger	3,335,590	0.21%	Weekley Homes LP	2,373,174	0.23%
Wal-Mart Stores - Dallas Co.	3,221,920	0.20%	TXU Electric Delivery Company	2,237,570	0.22%
Total	$ 102,568,335	6.36%	Total	$ 45,245,765	4.38%
Total Assessed Valuation	$ 1,612,479,345	100.00%	Total Assessed Valuation	$ 1,033,833,469	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
2005	4,884,876	4,793,144	98.1%	91,267	4,884,411	100.0%
2006	5,281,560	5,201,118	98.5%	79,494	5,280,612	100.0%
2007	5,723,724	5,649,957	98.7%	72,760	5,722,717	100.0%
2008	6,266,916	6,203,890	99.0%	58,100	6,261,990	99.9%
2009	7,227,992	7,217,309	99.9%	6,866	7,224,175	99.9%
2010	8,471,702	8,446,396	99.7%	19,416	8,465,812	99.9%
2011	8,603,645	8,510,978	98.9%	84,312	8,595,290	99.9%
2012	9,444,654	9,389,230	99.4%	44,280	9,433,510	99.9%
2013	9,599,026	9,443,766	98.4%	140,811	9,584,577	99.8%
2014	9,864,675	9,759,276	98.9%	70,375	9,829,651	99.6%
2015	10,773,241	10,646,371	98.8%			0.0%
2016	*12,267,919*					

Source: Dallas and Collin County reports.

CITY OF SACHSE, TEXAS

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
As of September 30, 2015
(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	$ 3,966,403,058	$ 307,599,292	12.22%	$ 37,588,633
Garland I.S.D	14,899,335,787	501,756,118	5.78%	29,001,504
Collin County	88,288,266,470	402,795,000	60.00%	241,677,000
Dallas County	188,190,199,007	84,725,000	42.00%	35,584,500
Dallas County Hospital District	188,977,365,634	728,005,000	42.00%	305,762,100
Dallas County Schools	92,439,839,696	60,215,000	42.00%	25,290,300
Collin County Community College District	90,712,396,915	31,600,000	60.00%	18,960,000
Dallas County Community College District	197,279,330,872	321,510,000	42.00%	135,034,200
Subtotal, overlapping debt				828,898,237
City of Sachse Direct Debt (includes self-supporting)			100.00%	37,750,000
Total direct and overlapping debt				$ 866,648,237

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
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	22,026	776,768,916	35,266	58,059	13,305	6.9%	6.4%
2014	22,625	797,893,250	35,266	57,704	13,902	5.4%	4.5%
2015	23,756	837,779,096	35,266	57,436	14,557	4.1%	3.5%

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)

2015			2006		
Employer	Employees	Percentage of Total City Employment	Employer	Employees	Percentage of Total City Employment
Garland ISD	486	4.28%	Garland ISD	140	2.80%
Wal-Mart Supercenter	290	2.56%	City of Sachse	101	2.02%
Kroger	170	1.50%	Wylie ISD	75	1.50%
City of Sachse	150	1.32%	Kroger	70	1.40%
Wylie ISD	125	1.10%	First Bank	20	0.40%
Walmart Neighborhood Market	72	0.63%	Metro Store	20	0.40%
Whataburger	55	0.48%	Marshall Cabinets	15	0.30%
Oxford Glen Memory Care	49	0.43%	TPC Electric	15	0.30%
Barnyard Gate Daycare	36	0.32%	Sachse Veterinary Clinic	12	0.24%
Bearfoot Lodge Daycare	30	0.26%	La Plaza Del Pueblo	10	0.20%
Total	1,463	12.89%		478	9.56%
Total City Employment	11,350		Total City Employment	5,000	

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	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Public Safety										
Police										
Number of Employees	43	43	43	43	50	48	48	48	50	50
Number of Violations (Citations)	7,256	4,947	5,666	2,844	2,068	2,672	3,386	3,134	2,246	3,846
Fire										
Number of Employees	17	22	24	24	29	29	30	31	32	35
Number of Volunteers	4	3	4	0	0	0	0	0	0	0
Number of Fire runs	283	410	491	741	333	340	197	456	272	394
Number of EMS runs	633	556	572	424	683	732	811	766	802	909
Public Works										
Streets (miles)	112	120	122	122	122	125	125	130	135	135
Building Permits Issued	282	186	176	135	138	89	135	135	246	275
Cultural and Recreational										
Parks and Recreation										
Park maintain & operate per acre	86	93	93	110	114	114	139	149	149	152
Participants in Parks Programs	2,741	2,630	3,570	3,952	4,446	4,660	5,010	5,109	5,186	5,480
Participants in Senior Program	8,914	8,812	12,815	13,027	15,142	15,392	15,700	18,455	19,500	20,445
Library										
Volumes in Collection	36,722	38,481	35,879	31,757	36,484	38,161	38,761	40,169	43,935	41,203
Water and Sewer										
Number of Water Connections	6,275	6,504	6,651	6,804	6,949	7,121	7,285	7,413	7,682	7,950
Number of Sewer Connections	5,889	6,078	6,252	6,427	6,590	6,743	6,874	7,008	7,146	7,468
Average Daily Water Consumption	2.889	2.032	2.545	2.484	2.560	3.146	2.464	2.509	2.776	2.412
Maximum Storage Capacity	4.9	4.9	4.9	6.9	6.9	6.9	6.9	6.9	6.9	6.9

Source: City Departments

CITY OF SACHSE, TEXAS

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
Last Ten Fiscal Years
(Unaudited)

	Fiscal Year									
Function/Program	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Public Safety										
Police Stations	1	1	1	1	1	1	1	1	1	1
Police Patrol Units	17	17	17	17	17	22	25	25	25	27
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	112	120	122	122	122	125	125	130	135	135
Cultural and Recreational										
Parks (acres)	86	93	93	110	114	114	139	149	154	155
Playgrounds[a]	3	3	4	5	5	5	5	5	5	6
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	671	688	721	753	753	770	786	865	933	970
Ground Storage Facilities	2	2	2	4	4	4	4	4	4	4
Elevated Storage Facilities	2	2	2	2	2	2	2	2	2	2
Lift Stations	3	3	3	4	4	4	4	4	4	4

Source: City Departments

Notes: [a] Does not include HOA playgrounds.

MASTER FEE SCHEDULE
FY 2016

	Effective 10/01/2015
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 2016

	Effective 10/01/2015
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 2016

	Effective 10/01/2015
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 2016

	Effective 10/01/2015
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 2016

	Effective 10/01/2015
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 2016

	Effective 10/01/2015
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	
Traffic Calming Application	$50.00
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

MASTER FEE SCHEDULE
FY 2016

	Effective 10/01/2015
Copies (Computer printer)	$0.25
MUNICIPAL COURT	
Building 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
Deposit (VGA/Audio Cable) Library Meeting Rm	$15.00
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 2016

	Effective 10/01/2015
SOLID WASTE	
Residential	
Trash Collection	$7.43
Recycle Collection	$2.47
Bulk Collection	$2.89
Residential Franchise Fees	$0.50
Additional Polycart	$6.44
Administrative Fee	$0.26
Polycart replacement Fee	$75.00
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	
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

MASTER FEE SCHEDULE
FY 2016

	Effective 10/01/2015
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
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

MASTER FEE SCHEDULE
FY 2016

	Effective 10/01/2015
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
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

MASTER FEE SCHEDULE
FY 2016

	Effective 10/01/2015
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

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 Dallas and Collin County Appraisal Districts.

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.

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.

BOND: 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 City 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.

BUDGET ADJUSTMENT: A legal procedure utilized by the City Staff and City Council to revise a budget appropriation.

GLOSSARY

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.

CONTINGENCY FUND: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

GLOSSARY

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.

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 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 fund, capital project fund.

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.

GLOSSARY

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: Expenses of the general fund that benefit all departments.

OBJECTIVE: Performance indicator of a program.

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.

GLOSSARY

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.

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.

GLOSSARY

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.