MIDLAND

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ANNUAL BUDGET

2014-2015

MIDLAND, TEXAS

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CITY OF MIDLAND, TEXAS

ANNUAL OPERATING ADOPTED BUDGET

FOR FISCAL YEAR 2014-2015

This budget will raise more revenue from property taxes than last year's budget by an amount of $2,501,070, which is 6.66% increase in tax dollars from last year's budget. This is an 8.8% tax rate decrease from FY 2014 rate. The property tax revenue to be raised from new property added to the tax roll this year is $1,374,938.

The members of the governing body voted on the tax levy for the budget as follows:

AYE: Hotchkiss, Love, Sparks, Morales, Lacy, Robnett
NAY: None
ABSENT: Dufford

Tax Rate	**Adopted FY 2014-15**	**Adopted 2013-14**
Property Tax Rate	.393891	.431927
Effective Rate	.382418	.420227
Effective M&O Tax Rate	.340870	.367607
Rollback Tax Rate	.424550	.443225
Interest & Sinking (Debt Service)	.056411	.046208

Total principal debt obligation for City of Midland is $137,870,000. However $82,174,933 is self supporting leaving $55,695,067 supported by property taxes.

MIDLAND

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THE CITY OF MIDLAND, TEXAS
ANNUAL BUDGET

Fiscal Year
October 1, 2014 through September 30, 2015

Mayor Jerry F. Morales

Council Members

W. Jeffrey Sparks
District 1

John Love III
Mayor Pro Tempore
District 2

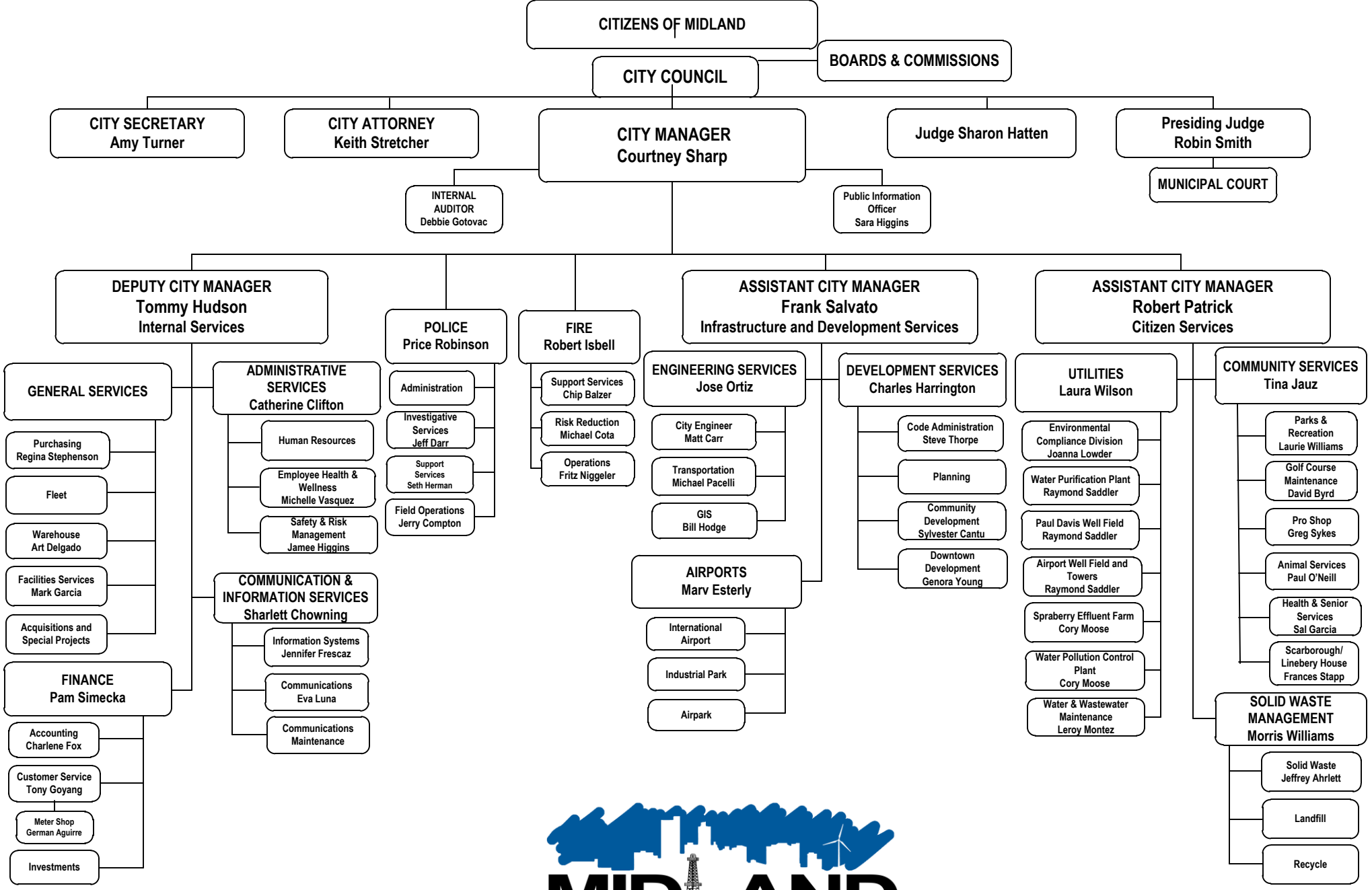
Sharla Hotchkiss
District 3

J. Ross Lacy
District 4

A. Scott Dufford
At-Large

Spencer Robnett
At-Large

Courtney B. Sharp, City Manager



MIDLAND
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ORGANIZATION CHART

September 2014

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Midland

Texas

For the Fiscal Year Beginning

October 1, 2013

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Midland, Texas for its annual budget for the fiscal year beginning October 1, 2013. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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SECTION I

INTRODUCTION

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Office of
City Manager

P.O. Box 1152 79702-1152
300 N. Loraine 79701-4725

432.685.7203
Fax 432.685.0523

August 26, 2014

TO: Honorable Mayor and City Council

FROM: Courtney Sharp, City Manager CS

SUBJECT: 2014 - 2015 Budget

The 2014/2015 budget for the operation of the City government is submitted for your consideration and approval. A budget is required under the provisions of Article 689a-13, Title 20, of the Revised Civil Statutes of the State of Texas and provisions of the Midland City Charter. It is submitted as the general operating plan for the City for the fiscal year beginning October 1, 2014 and ending September 30, 2015. The budget was prepared with a focus on the mission, "We, the employees of the City of Midland, are PASSIONATE and ENERGETIC about the service we provide to EACH OTHER and OUR COMMUNITY." This mission is realized by means of the guiding principles outlined in the City's vision statement with implementation of the strategies accomplished through fiscally responsible organizational policies in budgeting revenues and expenditures.

Organizational policies implemented for and included in the 2014-2015 budget were as follows:

> Policy: Healthy Economy – Review all revenue sources to achieve the best possible forecast of revenues. This policy is implemented through seeking the input of the individuals most closely associated with the subject revenues. Close scrutiny of estimates for reasonableness is inherent in the process to provide the best possible estimate of the resources available to be used in providing services during the budget year.
>
> Policy: A Recognized Leader - The City's employees are the most important resource used in implementing the vision statement. Recognition of this policy is achieved through maintenance of the City's benefit programs.
>
> Policy: Works Together - Provide quality services with a competitive cost. This is achieved through the use of technology, more efficient service delivery and close scrutiny of requests for expanded or enhanced services.

The budgetary process began in January 2014 and should be concluded on August 25 with the second reading of the budget ordinance and adoption of the tax rate. Significant dates and events during the budget preparation schedule were:

May 19	-	Start of Departmental budget reviews by City management
June 30	-	Working copies of budget delivered to City Council
June 17	-	Resolution amending City Council's Schedule of Regular Meetings to include meeting on August 05, 2014, August 19 and August 25, 2014. Set special meeting for July 07, 2014.
July 7	-	Start of City Council budget workshops
July 21	-	Calculation of effective tax rate
July 25	-	Filing of budget for public inspection with City Secretary and post proposed budget on City's website
August 5	-	First public hearing on tax increase
August 12	-	Second public hearing on tax increase
August 19	-	Public hearing on budget, first reading of Budget Ordinance and vote to adopt Tax Rate Ordinance
August 25	-	Second reading of budget ordinance and vote to adopt Tax Rate Ordinance

In general, the economic outlook for the City is good. According to the Texas Workforce Commission, Midland has experienced a job growth rate of 4.7% since April 2013, adding 4,000 jobs. The commission also shows that Midland's unemployment rate has decreased to 2.3% in April 2014 giving Midland the lowest rate in the nation. Statewide unemployment for the same period was 4.7%. Midland has had the lowest unemployment rate in the state from April 2010 to April 2014.

Population has continued to increase and energy prices have stayed strong. Housing prices continue to rise with average sales price up 33.6 percent from March 2013 to March 2014 and up 32.9 percent from March 2012. Also, according to a cost of living index prepared by The Council for Community and Economic Research the cost of living index for Midland (99.8) is slightly higher than Houston (99.2) and greater than Fort Worth (97.4), Austin (93.2), Oklahoma City (90.3), San Antonio (88.8) or Tulsa (88.3). A steady growth in the number of utility connections and annexations are creating more demand on the water system. However, the drought conditions and reduced consumption levels were beginning to cause concern if revenues were going to be sufficient to meet water system operating costs. The rate increase passed by Council recently appears to have started to reduce the funding concerns for the Water and Sewer Fund.

The impact of increasing costs on City employees is being addressed through a continuation of the Step and Pay Progression Plan for public safety employees. Also a 3 percent cost of living adjustment has been budgeted for all employees.

The budgetary process focused on the allocation of limited resources to maintenance of the current level of City services and prioritizing supplemental requests for expanded or enhanced services**.** The budget presented for all City operations including General Liability Fund for the 2014-2015 fiscal year totals $245,543,958. This is a 10.79% increase when compared to the fiscal year 2013-2014 budget of $221,626,291.

The fiscal year 2015 operating budget is supported by combined revenues of $224,939,245 up $19,507,906 from budget year 2014. Property tax revenue, sales tax receipts and water and sewer revenue reflect the largest amount of increase over fiscal year 2013, at $1,190,861, $5,627,283 and $9,604,000, respectively.

All governmental type funds, i.e., the General Fund, Interest and Sinking Fund, and the Hotel/Motel Fund are budgeted on the modified accrual basis using a current financial resources measurement focus. This basis is consistent with generally accepted accounting principles and generally recognizes revenues when they are measurable and available, and expenditures when the related liability is incurred. Proprietary funds, i.e., the Water and Sewer, Sanitation, Golf Course, Airport, Scharbauer Sports Complex, Garage, Warehouse and Technology funds, are budgeted on an accrual basis using a flow of economic resources measurement focus, consistent with generally accepted accounting principles. The accrual basis of accounting recognizes revenues in the accounting period in which they are earned and become measurable, and expenses are recognized in the period incurred, if measurable.

A property tax rate 39.3891 cents per $100 valuation is included in the fiscal year 2014-2015 budget. This is the effective rate of 38.2419 cents plus 3%. Property valuations continue to increase. The tax rate for FY 2015 is divided into the maintenance and operation portion 33.7480 cents per $100 is estimated to bring in $33.6 million dollars to support General Fund. The balance of the rate goes to pay debt service. This rate is 5.6411 cents per $100 valuation and is estimated to bring in $5.6 million dollars.

The Midland Development Corporation is a component unit of the City whose purpose is to both create jobs and help diversify the local economy. The sales tax is expected to provide in excess of $10.6 million this year for economic development to be guided by the board of the Midland Development Corporation.

The Tax Increment Reinvestment Zone Number One (TIRZ #1) for downtown Midland was created in 2001 to fuel growth in the downtown portion of the City by reinvesting the tax revenues from the increased values in the Tax Increment Zone back into downtown. The Council on August 12, 2014 voted to sunset the Tax Increment Zone.

Growth in Midland during 2014 has continued, with a higher growth pattern than prior years. Thus far in 2014, we have seen a 20% increase in the issuance of single-family home building permits. Several preliminary plats for residential neighborhoods have been approved this year that encumber 295 acres, and annexations are continuing to ease the growth pressures. Housing continues to be the greatest need, as reflected in apartment rents and home prices. There are currently twelve apartment complexes under construction with approximately 2,200 new dwelling units that will be completed in late 2014/early 2015. Four new shopping centers are under construction. Several significant office buildings are also currently under construction

An intergovernmental effort with the City of Odessa created the Midland Odessa Urban Transportation District. This district provides mass transit to both cities. The Midland system currently consists of six fixed routes. In addition to the fixed-route service, the district also provides complementary paratransit service for Americans with Disabilities (ADA). This is curb-to-curb service for persons with disabilities who cannot use the regular bus service. The system operates Monday through Friday, 12 hours per day,

and Saturday, 8 hours per day, with no service available on Sunday. A new public intercity bus service between the cities of Midland and Odessa has been added and also operates Monday through Friday. The budget contains a requested $100,000 increase in Midland's contribution, a total of $350,000.

GENERAL FUND

Total General Fund revenues are budgeted at $105,421,955, an increase of $6,248,727 for fiscal year 2015 from budgeted fiscal year 2014 revenues. This is the result of increases in sales tax revenue and property tax collections of $5,627,283 and $1,190,861, respectively.

The increased collections from property taxes are the result of an improving property tax base and a decrease in the actual maintenance and operations tax rate from 38.5719 to 33.748 cents per $100 valuation. Sales tax revenue is in a growth period. The City of Midland has averaged an increase of 12% in the last four years. There appears to be no signs of immediate decline in the revenue stream.

The expenditures budget for this fund is $105,421,955. This yields a balanced budget for the 2014-2015 fiscal year. The General Fund Unappropriated Fund Balance, which is essential for bond ratings, self-insurance considerations, disaster recovery and major economic or regulatory changes, is projected to be $31,626,586 at the end of Fiscal Year 2014 - 2015.

Significant changes in the 2014-2015 general fund budget include the fully implemented new comprehensive pay plan and a 3% COLA for all employees. The budget also includes thirteen new positions and 3 reclassification positions. The new positions include six police officers, two fire fighters, fire records specialist, engineering tech, construction inspector, inmate work crew leader and a medical assistant. One major increase in General Fund expenditures was due to equipment purchases. This includes the replacement of 26 Police Vehicles, 6 new SUV for the Police Department, a new hydraulic excavator, belly dump trailer for code enforcement and the addition of 6 new staff vehicles. The budget also includes $5 million for street mill and overlay and $1.835 million for developer participation roadway projects.

The City has a policy of maintaining a General Fund Unappropriated Fund Balance equal to at least 25% of each fiscal year's operating expenditures. This level is an important factor in maintaining the City's general purpose bond ratings because of the cyclical nature of the energy industry, which is a major factor in the City's economy. It also provides a source of additional investment income to help maintain a decreasing property tax rate. The fund balance is schedule to come in at 30% of expenditures at the end of fiscal year 2015.

INTEREST AND SINKING FUND - TAX SUPPORTED DEBT

This fund is used to accumulate assets necessary to make the principal, interest and other debt associated payments on the City tax supported debt. All deposits to this fund are restricted by law to the payment of the amounts due associated with this debt. Deposits to this fund are made from the interest and sinking fund portion of the property tax levy and the interest earned on those deposits for each year.

The property tax levy for this purpose is 5.6411 cents per $100 valuation, up 1.0203 cents per $100 valuation from 4.6208 cents per $100 valuation for the 2013-2014 budget. Total tax supported debt expenditures for fiscal year 2014-2015 are $5,582,810. Water and Sewer Funds provide for expenditures of $106,250 to support a Housing and Urban Development Section 108 Loan which was used to help develop the Advanced Technology Center.

HOTEL/MOTEL FUND

The Hotel/Motel Fund is used to segregate revenues received from local hotel/motel occupancy taxes, revenues received from Midland Center operations and the interest income associated with these dollars. Local hotel/motel occupancy taxes are 7% of adjusted gross receipts for hotels and motels located within the city limits. Hotel/Motel Tax revenues are expected to increase and are budgeted at $6,773,127 for fiscal year 2014-2015. Total fund revenues, estimated to increase by approximately 4.12% from budget fiscal year 2014.

Expenditures of these revenues must meet a two-part test to be considered an eligible expenditure: (1) the expenditure must “directly enhance and promote tourism and the convention and hotel industry” and (2) the expenditure must “clearly fit into one of five statutorily provided categories for expenditure of local hotel occupancy tax revenues.” Expenditures decreased by 15.89% when compared to fiscal year 2013-2014.

WATER AND SEWER FUND

The Water and Sewer Fund revenues are estimated to increase by 19.48% from budgeted 2013 – 2014 revenues. This increase is based upon the recently passed increase in water and sewer rates. Annual water and sewer revenues as budgeted do not provide for adequate cash flow for operations for the fund due to increases in development costs of new areas. Water and Sewer Fund expenses are budgeted to increase $9,856,660, a 16.5% increase from the previous budget year.

SANITATION FUND

Sanitation Fund revenues are estimated to increase by 5.71% during fiscal year 2014-2015. This increase is based upon increased customer numbers. Revenues generated should provide adequate cash flow to meet the operating needs of the fund and provide for small capital expenditures.

Expenses of this fund increased 6.39%. Closure/post closure care reflects a decrease of $43,349 while depreciation decreased $47,175. An increase of $274,207 in hire of equipment is related to the acquisition of new equipment.

A mandatory Litter Abatement and Beautification Fee was established by the City October 1, 2012, to assist with litter abatement. The mandatory fee of $1.00 per month is charged to each utility customer. Expenses are incurred through the use of revenues for abatement of litter problems. Revenues are budgeted at $400,000 for this program and expenses at $343,605.

GOLF COURSE FUND

Golf Course revenues are budgeted at $2,190,200, reflecting a 10.05% decrease compared to fiscal year 2014 budgeted revenues of $2,434,950. The Golf Course Player Facility Charge (GPFC) of $1.00 per round is currently being used in its entirety to assist with debt service costs associated with construction of the new nine holes and expansion of other golf course facilities. In October of 2003, an additional $2.75 GPFC was instituted to be used specifically for capital improvements of the Golf Course. The GPFC revenues are not available for general golf course operations and are not reflected in the revenue estimates. Expenses are budgeted to increase 19.46%.

AIRPORT FUND

Airport working capital is anticipated to be approximately $5,948,065 at the end of fiscal year 2014-2015. This working capital is critical to the operation of the Airport during the next few years. Working capital currently represents 47.65% of proposed Fiscal Year 2014 – 2015 expenses, 81.18% of expenses net of depreciation.

Estimated Airport Fund revenues reflect a decrease of $2,799,200, mainly due to a decrease in estimated FAA grant revenue for 2015. The Airport parking revenue estimate was increased by $250,000 based on our economic growth pattern, an increase in parking fees, and additional parking spaces. Airport Passenger Facility Charge revenues to be used in capital construction projects and the repayment of a major portion of the debt issued for construction of the new terminal building at the airport are not included in this total due to use restrictions.

Airport expenses are expected to increase 7.50%. Depreciation reflects an increase of $637,451 reflecting a 14.11% increase. Based upon a cost allocation study prepared by DMG Maximus in accordance with Office of Management and Budget Circular A-87 (OMB A-87), General Fund charges to the Airport were $1,600,000.

SCHARBAUER SPORTS COMPLEX FUND

The Scharbauer Sports Complex Fund was established to account for all facets of the operations of the Scharbauer Sports Complex.

Fiscal Year 2015 revenues, $6,506,365 are budgeted to cover expenses of $8,424,193 including $1,918,563 in depreciation expense.

The revenue stream from the contractual agreement between the Midland Football-Soccer and Baseball Complex Development Corporation, a Type B corporation, and the City is accounted for in a “subfund” of this fund. This agreement provides for the Midland Football-Soccer and Baseball Complex Development Corporation (MFSB) to remit all revenues received from a Type B sales tax to the City for use in paying debt service costs associated with the Series 2000 and 2001 Certificates of Obligation issued by the City to fund development of the Sports Complex, as well as the Series 2006 General Obligation Refunding Bonds issued to refund a portion of the Series 2000 Certificates of Obligation. Receipts of sales tax in excess of principal and interest requirements on the debt may be used from time to time in paying any expenses that

are within the purposes for which the sales tax was approved by the voters. Debt service payments for fiscal year 2015 will be $2,903,778.

INTERNAL SERVICE FUNDS

The internal service funds of the City are the Garage Fund, Warehouse Fund, Technology Fund and self-insurance funds. These funds derive their revenues from charges to the City funds that use their services and these revenues are budgeted in the other funds as expenses/expenditures. The only revenue not from this source is investment income associated with the funds.

The Garage Fund budget increased $1,935,865 or 9.90% due to a combination of factors. Capital items represent the majority of this amount, including $776,000 for two new Roll-off trucks and 2 new Refuse trucks, $288,000 for a new Hydraulic Excavator and $330,000 for 11 cardiac heart monitors for the Fire Department, $372,000 for 6 new Police vehicles equipped with police accessories, and $149,800 for Transportation, Engineering and Parks Vehicles and accessories. Fuel costs are expected to increase from budget fiscal year 2014. The Garage is also planning on adding a new service bay in 2015. Revenues are budgeted to increase by $964,930.

The Warehouse Fund expense budget is $1,022,806 for fiscal year 2015 as compared to $900,790 for fiscal year 2014. This represents a 13.55% increase over budget year 2014.

The City's self-insurance funds, in the aggregate, appear to be financially sound for fiscal year 2015. The increase for combined fund contributions to the General Liability Self-Insurance Fund totals $381,206 bringing total General Liability contributions from all funds to $971,306**.** Payments by the operating funds to the Workers' Compensation Self-insurance Fund for coverage in fiscal year 2015 increased $260,742. The Medical/Dental Self-Insurance contributions by the City have increased by $11,635.

The City periodically retains the services of an actuarial firm to conduct a study of the City's self-insurance funds. Rates and anticipated expenses, except for Medical/Dental rates, are established based upon actuarial recommendations contained in that study.

CAPITAL IMPROVEMENT PROGRAM

The purpose of the Capital Improvement Program (CIP) is to implement and facilitate the City's Master Plan. Generally, capital projects are in excess of $100,000, have a useful life of more than five years and include such items as land purchases, building and/or renovating structures, roads, water and sewer line extensions, park developments and new City facilities such as fire stations, airports, or water treatment facilities. Major maintenance projects are not included in the CIP.

Annually, a five-year CIP needs assessment is presented to City management by the various City departments. Inherent in this needs assessment is the consideration of the operating budget impact in future years of the proposed project as presented on the summary of the five years needs assessment. This needs assessment is evaluated and prioritized by City management. Tentative recommendations are made to City Council based upon this assessment. Council then evaluates, modifies and reviews

management's tentative recommendations and adopts a CIP for the year.

The CIP section includes a spreadsheet of the 5 year plan, the priority listing of possible debt projects in the future and a report of the status of current capital projects. Inclusion of a project request in the CIP schedule does not insure that the project will be funded, but it does assure that the project will be evaluated on its merits relative to other proposed CIP projects.

Budgetary policy and directive for the fiscal year 2014-2015 budget was to develop a budget with emphasis on infrastructure development. However, the achievement of those directives while adhering to policy is often difficult and requires innovation and creativity on behalf of the City Council and staff. The entire City staff is to be commended for their efforts in developing a budget that adheres to City Council policy and achieves the fiscal objectives of the Council. It is through focusing on the guiding principles of the City's vision statement that these policies and directives are achieved.

Budget Events

July 22, 2014 the Council voted to propose a tax rate of 41.98 cents per $100 valuation. This is the top amount the Council may approve for the 2014-2015 operating budget. However during the public hearings the Council has the right to lower that rate.

August 12, 2014 the Council voted to abolish and terminate the Midland Tax Increment Reinvestment Zone Number One. The Council authorized the existing funding to remain and be spent on projects that are eligible for TIRZ funding in accordance with the Texas Tax Code. This changed the assessed valuation to be used for general taxation from $9,942,409,378 to $10,165,244,187.

August 25, 2014 the Council voted to approve a tax rate of 39.389 cents per $100 valuation. This is an 8.8% decrease from the 2013-2014 levy rate. The rate is 2.99% above the effective rate of 38.2418 cents per $100 valuation. This levy will raise $40,040,019 in property tax. This amount is an increase of $2,501,070 or a 6.66% increase from the 2013-2014 budget. The maintenance and operation portion is 33.748 cents per $100 valuation. The debt service portion is 5.6411 cents per $100 valuation.

August 25, 2014 the Council voted to approve the proposed budget for 2014-2015 with the following changes. They choose to eliminate the grant payment of $17,000 to Susie's South Forty in the Hotel/Motel Fund. The Council also agreed to increase the grant amount to the Petroleum Museum from the recommended $20,916 to the requested amount of $27,216 also in the Hotel/Motel Fund.

August 25, 2014 the Council voted to approve the following budgets as well

- Midland Spaceport Development Corporation for $2,000,000
- Midland Tax Increment Reinvestment Zone No. 1 for $2,123,000
- Midland Development Corporation for $8,798,428
- Midland Football/Soccer and Baseball Complex Development Corporation for $10,604,000

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VISION

Midland 2021
Is a GROWING URBAN CENTER in Texas,
With a HEALTHY ECONOMY and
A VIBRANT DOWNTOWN.
We enjoy GREAT LIVING, ABUNDANT LEISURE
OPPORTUNITIES, and
EFFECTIVE TRANSPORTATION/EASY
MOVEMENT through our City.

Our diverse Midland Community WORKS
TOGETHER for a bright sustainable future; our City is
A RECOGNIZED LEADER.

MISSION

WE, the employees of the City of Midland, are PASSIONATE and ENERGETIC about the service we provide to EACH OTHER and OUR COMMUNITY.

GUIDING PRINCIPLES: BELIEFS AND VALUES THAT DRIVE DAILY OPERATIONS

1. Demonstrate INTEGRITY, RESPECT and VALUE everyone.

2. Exhibit PROFESSIONALISM by being ACCOUNTABLE and DEPENDABLE.

3. Exercise COOPERATION through a DEDICATION to serve others.

DEPARTMENTS BY FUNCTION AND FUNDING SOURCE

Unit	Admin / Other	Court / Legal	Information Sys	Communications	Financial	General Services	Development Services	Engineering	Community Services	Police	Fire	Utilities	Sanitation	Airport
Legislative	GN													
City Manager's Office	GN													
Internal Audit	GN													
Hotel/Motel Administration	HM													
Midland Center	HM													
Municipal Court		GN												
Legal		GN												
City Secretary	GN													
Administrative Services	GN													
Employee Health	GN													
Risk Management	GN													
Comm/Information Sys Admin			GN											
Communications				GN										
Information Systems			GN											
Commmunications Maint				GN										
Technology			TC											
Accounting					GN									
Investments					GN									
Tax					GN									
Meter Shop					WS									
Customer Service					WS									
Purchasing						GN								
Facilities Services						GN								
Vehicle Service						GR								
Garage						GR								
Warehouse						WH								
Planning and Development							GN							
CDBG Administration							GN							
Code Administration							GN							
GIS Administration								GN						
Engineering Services								GN						
Transportation								GN						
Parks									GN					
Animal Services									GN					
Recreation									GN					
Health and Senior Services									GN					
Golf Course									GC					
Pro Shop Operations									GC					
Sports Complex Nondept									SC					
VCLG Program										GN				
Airport Police										GN				
Police Administration										GN				
Support Services										GN				
Field Operations										GN				

DEPARTMENTS BY FUNCTION AND FUNDING SOURCE

Unit	Admin / Other	Court / Legal	Information Sys	Communications	Financial	General Services	Development Services	Engineering	Community Services	Police	Fire	Utilities	Sanitation	Airport
Investigative Services										GN				
Fire											GN			
Fire Training											GN			
Fire Prevention											GN			
Emergency Medical Services											GN			
Airport Fire											GN			
Emergency Management											GN			
Utilities Administration												WS		
Environmental Compliance												WS		
Paul Davis Well Field Operation												WS		
Airport Well Field & Tower Ops												WS		
Water Pollution Control Plant												WS		
Spraberry Farm												WS		
Purification Plant												WS		
Water and Sewer Operations												WS		
Solid Waste Management													SN	
Litter Abatement													SN	
Recycle													SN	
Landfill													SN	
Airport Operations														AR
Airport Terminal Building														AR
Airport Parking Lot														AR
Airport Industrial Park														AR

Legend:

GN	General Fund
HM	Hotel/Motel Fund
WS	Water and Sewer Fund
SN	Sanitation Fund
GC	Golf Course Fund
AR	Airport Fund
SC	Sports Complex Fund
GR	Garage Fund
WH	Warehouse Fund
TC	Technology Fund

This matrix is intended to clarify the relationship between functional units and financial structure within the City.

COMPARISON OF SOURCES AND USES BY FISCAL YEAR

OPERATING FUNDS

	Governmental Funds								
	General Fund			Debt Service			Special Revenue Fund		
	FY13 Actual	FY14 Estimate	FY15 Adopted	FY13 Actual	FY14 Estimate	FY15 Adopted	FY13 Actual	FY14 Estimate	FY15 Adopted
Revenues:									
Taxes	$82,072,285	$82,530,661	$90,849,605	$4,387,013	$3,977,094	$5,699,916	$5,768,762	$6,195,000	$6,623,127
Licenses and Permits	3,142,106	1,444,900	1,620,500	-	-	-	-	-	-
Fines and Forfeitures	3,875,919	4,302,000	4,282,000	-	-	-	-	-	-
Charges for Services	7,113,458	7,569,740	7,279,523	-	-	-	285,420	250,000	100,000
Investment Income	514,182	480,000	465,000	9,480	10,000	10,000	67,399	60,000	50,000
Grants and Contributions	1,342,556	1,833,927	730,312	-	-	-	-	-	-
Nonoperating	-	-	-	-	-	-	-	-	-
Other	799,629	262,000	195,015	(18,663)	-	-	(120,711)	-	-
Total Revenues	98,860,135	98,423,228	105,421,955	4,377,830	3,987,094	5,709,916	6,000,870	6,505,000	6,773,127
Other financing sources:									
Interfund Transfers In	750,000	750,000	-	107,584	109,612	108,750	-	-	-
Proceeds of refunding bonds	-	-	-	-	-	-	-	-	-
Total revenues and other financing sources	$99,610,135	$99,173,228	$105,421,955	$4,485,414	$4,096,706	$5,818,666	$6,000,870	$6,505,000	$6,773,127
Expenditures:									
Personnel Services	$61,691,382	$63,577,221	$66,919,121	-	-	-	-	-	-
Commodities	2,241,139	2,215,320	2,335,687	-	-	-	-	-	-
Contractual Services	19,799,799	22,815,366	24,470,427	-	-	-	64,572	75,555	65,432
Maintenance - Structures	1,737,658	6,206,682	7,226,050	-	-	-	564	7,000	1,000
Maintenence - Equipment	747,113	573,366	923,836	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-	-	-	-
Capital Outlay	154,766	479,500	529,808	-	-	-	-	118,575	-
Debt Service	-	-	-	-	-	-	-	-	-
Other	17,334,761	3,206,249	2,332,089	4,419,561	4,236,553	5,689,060	2,646,199	3,695,013	3,199,749
Total expenditures/expenses	103,706,618	99,073,704	104,737,018	4,419,561	4,236,553	5,689,060	2,711,335	3,896,143	3,266,181
Other financing uses:									
Interfund Transfers Out	565,834	590,937	684,937	-	-	-	-	-	-
Payment to refunding bond escrow agent	-	-	-	-	-	-	-	-	-
Total expenditures and other financing uses	$104,272,452	$99,664,641	$105,421,955	$4,419,561	$4,236,553	$5,689,060	$2,711,335	$3,896,143	$3,266,181

COMPARISON OF SOURCES AND USES BY FISCAL YEAR

OPERATING FUNDS (con't)						INTERNAL SERVICE FUNDS					
Proprietary Funds									Totals		
Water and Sewer Fund			Other Enterprise Funds			Internal Service			(Memorandum Only)		
FY13 Actual	FY14 Estimate	FY15 Adopted	FY13 Actual	FY14 Estimate	FY15 Adopted	FY13 Actual	FY14 Estimate	FY15 Adopted	FY13 Actual	FY14 Estimate	FY15 Adopted
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$92,228,060	$92,702,755	$103,172,648
-	-	-	-	-	-	-	-	-	3,142,106	1,444,900	1,620,500
-	-	-	-	-	-	-	-	-	3,875,919	4,302,000	4,282,000
45,551,408	44,311,603	57,664,180	24,408,614	23,934,554	24,247,228	15,319,485	15,409,173	17,607,251	92,678,385	91,475,070	106,898,182
298,736	223,928	295,000	155,565	51,000	121,000	103,684	50,000	51,750	1,149,046	874,928	992,750
3,781,741	165,000	-	1,511,348	3,200,000	-	-	-	-	6,635,645	5,198,927	730,312
6,670,341	1,357,369	948,751	2,438,087	2,588,590	5,129,200	(58,582)	1,174	11,200	9,049,846	3,947,133	6,089,151
-	-	-	94,199	155,000	165,000	-	-	-	754,454	417,000	360,015
56,302,226	46,057,900	58,907,931	28,607,813	29,929,144	29,662,428	15,364,587	15,460,347	17,670,201	209,513,461	200,362,713	224,145,558
-	-	-	565,834	590,937	684,937	-	-	-	1,423,418	1,450,549	793,687
-	-	-	-	-	-	-	-	-	-	-	-
$56,302,226	$46,057,900	$58,907,931	$29,173,647	$30,520,081	30,347,365	$15,364,587	$15,460,347	$17,670,201	$210,936,879	$201,813,262	$224,939,245
4,308,162	-	7,094,795	6,211,181	6,361,103	6,863,681	1,965,982	2,054,566	2,109,703	74,176,707	71,992,890	82,987,300
1,435,326	2,304,662	3,130,773	1,201,820	1,450,443	1,575,719	4,691,920	3,968,572	4,675,061	9,570,205	9,938,997	11,717,240
23,619,495	26,451,495	25,018,961	8,959,756	3,730,306	10,059,527	902,877	765,915	1,086,581	53,346,499	53,838,637	60,700,928
90,065	1,373,415	2,724,759	579,666	926,097	931,500	11,044	18,500	22,500	2,418,997	8,531,694	10,905,809
394,076	444,370	634,750	90,660	149,875	155,375	1,760,228	1,249,000	1,364,000	2,992,077	2,416,611	3,077,961
6,830,224	6,434,078	7,840,877	7,331,514	7,057,975	7,837,838	3,979,423	4,086,001	4,082,944	18,141,161	17,578,054	19,761,659
287,505	402,083	299,000	1,137,153	2,057,800	4,635,800	3,645,779	7,753,860	9,235,374	5,225,203	10,811,818	14,699,982
13,951,415	5,477,728	3,757,852	496,187	496,230	498,780	-	-	-	14,447,602	5,973,958	4,256,632
8,393,127	17,056,520	19,046,544	13,776,714	1,833,049	5,105,205	563,292	687,803	573,561	47,133,654	30,715,187	35,946,208
59,309,395	59,944,351	69,548,311	39,784,651	24,062,878	37,663,425	17,520,545	20,584,217	23,149,724	227,452,105	211,797,846	244,053,719
857,584	859,612	106,250	-	-	-	-	-	-	1,423,418	1,450,549	791,187
-	-	-	-	-	-	-	-	-	-	-	-
$60,166,979	$60,803,963	$69,654,561	$39,784,651	$24,062,878	$37,663,425	$17,520,545	$20,584,217	$23,149,724	$228,875,523	$213,248,395	$244,844,906

SUMMARY OF REVENUES, APPROPRIATIONS/EXPENSES AND CHANGES IN FUND BALANCES/EQUITY

OPERATING FUNDS

	General Fund	Debt Service	Water and Sewer Fund	Airport Fund	Sanitation Fund	Golf Course Fund	Hotel/ Motel Fund
Estimated Balance 10/01/2014	$31,626,586	$ 344,143	$161,786,117	$79,997,703	$ 6,048,563	$ 1,552,756	$ 11,136,504
REVENUES							
Taxes	90,849,605	5,699,916					6,623,127
Licenses and Permits	1,620,500						
Fines and Forfeitures	4,282,000						
Charges for Services	7,279,523	0	57,664,180	7,164,600	14,196,000	2,174,200	100,000
Miscellaneous	925,327						
Interest	465,000	5,000	295,000	35,000	60,000	16,000	50,000
Nonoperating			948,751	155,000	40,200	0	
Grants and Contributions			0	0	0		
Total Revenues	105,421,955	5,704,916	58,907,931	7,354,600	14,296,200	2,190,200	6,773,127
APPROPRIATIONS/EXPENSES							
Personnel Services	66,919,121		7,094,795	2,286,123	3,825,660	751,898	
Commodities	2,335,687		3,130,773	104,694	810,825	602,200	
Contractual Services	24,470,427		25,018,961	2,206,567	6,318,951	694,830	65,432
Maintenance - Structures	7,226,050		2,724,759	146,400	37,100	43,000	1,000
Maintenence - Equipment	923,836		634,750	86,000	29,875	14,500	
Debt Service		5,689,060	5,182,514	498,780		35,866	
Depreciation			7,840,877	5,156,216	509,095	253,964	
Miscellaneous	2,332,089		17,621,882	1,818,000	2,347,099	294,789	3,210,533
Lands - Buildings	100,000		28,000	50,000		90,000	
Equipment	429,808		271,000	130,800	96,000		0
Total Expenses			69,548,311	12,483,580	13,974,605	2,781,047	
Total Appropriations	104,737,018	5,689,060					3,276,965
Debt Proceeds/(Uses)							
Interfund Transfers In/(Out)	(684,937)	106,250	(106,250)	0	0	0	0
Estimated Balance 9/30/2015	$31,626,586	$ 466,249	$151,039,487	$74,868,723	$ 6,370,158	$ 961,909	$ 14,632,666

SUMMARY OF FUNDS AVAILABLE FOR APPROPRIATION

OPERATING FUNDS

	General Fund	Debt Service	Water and Sewer Fund	Airport Fund	Sanitation Fund	Golf Course Fund	Hotel/ Motel Fund
Estimated Balance 10/01/2014	$31,626,586	$ 344,143	$161,786,117	$79,997,703	$ 6,048,563	$ 1,552,756	$ 11,136,504
Estimated Changes	0	122,106	(10,746,630)	(5,128,980)	321,595	(590,847)	3,496,162
Estimated Balance 9/30/2015	$31,626,586	$ 466,249	$151,039,487	$74,868,723	$ 6,370,158	$ 961,909	$ 14,632,666

SUMMARY OF REVENUES, APPROPRIATIONS/EXPENSES AND CHANGES IN FUND BALANCES/EQUITY

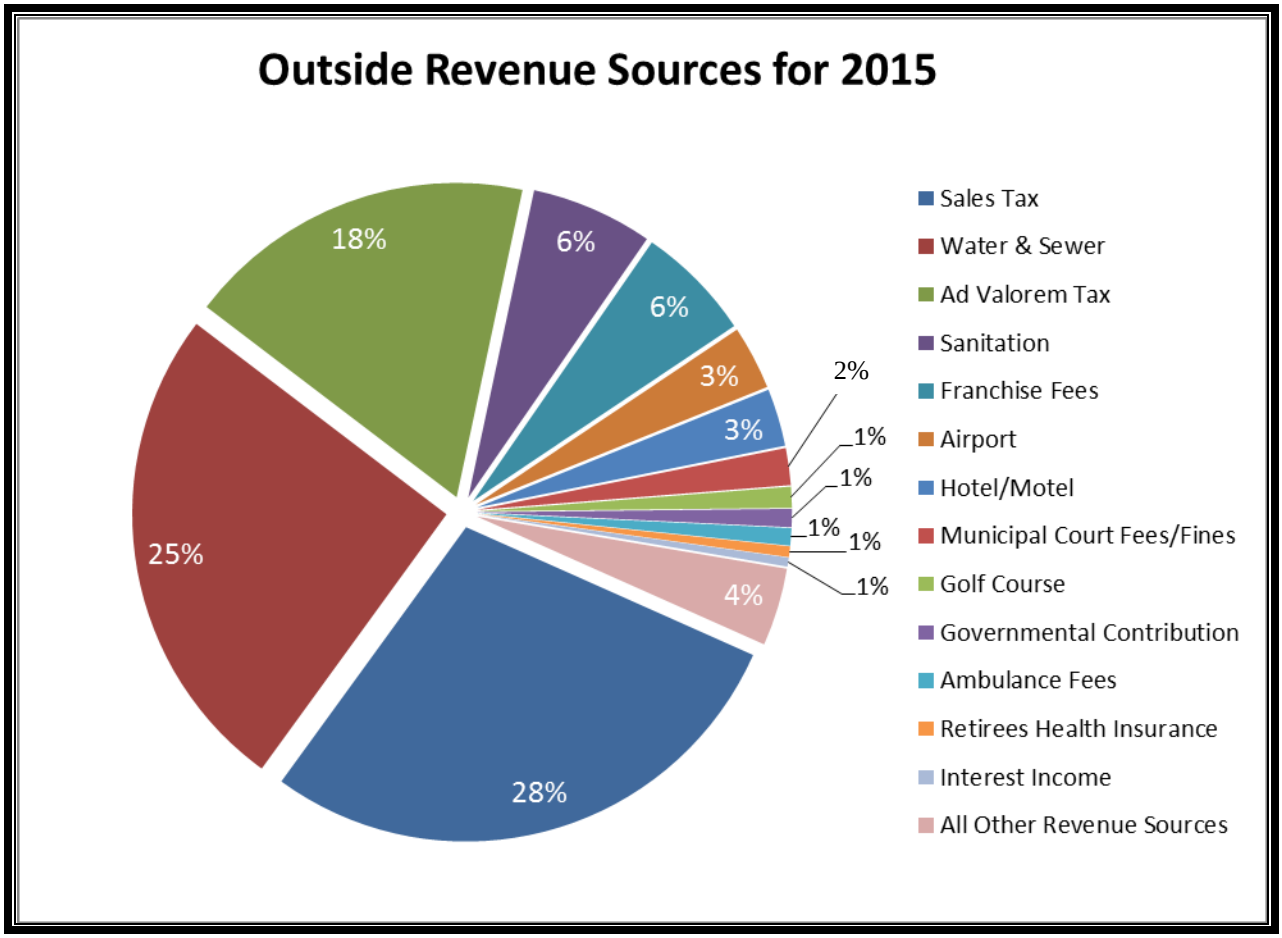
OPERATING FUNDS	INTERNAL SERVICE FUNDS			NONOPERATING FUNDS		TOTAL	
Scharbauer Sports Complex Fund	Garage Fund	Warehouse Fund	Technology Fund	Capital Projects	Proprietary Fund Debt	Memorandum	
$34,693,883	$18,186,961	$ 974,634	$ 1,612,908	$35,044,797	$20,961,582	$403,967,137	Estimated Balance 10/01/2014
							REVENUES
						103,172,648	Taxes
						1,620,500	Licenses and Permits
						4,282,000	Fines and Forfeitures
842,428	15,848,387	1,027,000	731,864			107,028,182	Charges for Services
						925,327	Miscellaneous
10,000	50,000	1,750	0			987,750	Interest
4,969,000	11,200					6,124,151	Nonoperating
0						0	Grants and Contributions
5,821,428	15,909,587	1,028,750	731,864	0	0	224,140,558	Total Revenues
							APPROPRIATIONS/EXPENSES
	2,029,098	80,605				82,987,300	Personnel Services
58,000	3,758,555	850,450	66,056			11,717,240	Commodities
839,179	1,043,404	20,867	22,310			60,700,928	Contractual Services
705,000	21,000	1,500				10,905,809	Maintenance - Structures
25,000	1,310,000		54,000			3,077,961	Maintenence - Equipment
						11,406,220	Debt Service
1,918,563	3,979,694	49,821	53,429			19,761,659	Depreciation
609,451	553,998	19,563	0			28,807,404	Miscellaneous
3,744,000	552,500					4,564,500	Lands - Buildings
525,000	8,250,750		432,124			10,135,482	Equipment
8,424,193	21,498,999	1,022,806	627,919	0	0	130,361,460	Total Expenses
						113,703,043	Total Appropriations
				(18,944,004)	(4,862,017)	(23,806,021)	Debt Proceeds/(Uses)
684,937	0	0	0	0	0	0	Interfund Transfers In/(Out)
$32,776,055	$12,597,549	$ 980,578	$ 1,716,853	$ 16,100,793	$16,099,565	$360,237,171	Estimated Balance 9/30/2015

SUMMARY OF FUNDS AVAILABLE FOR APPROPRIATION

OPERATING FUNDS	INTERNAL SERVICE FUNDS			NONOPERATING FUNDS		TOTAL	
Scharbauer Sports Complex Fund	Garage Fund	Warehouse Fund	Technolgy Fund	Capital Projects	Proprietary Fund Debt		
$34,693,883	$18,186,961	$ 974,634	$ 1,612,908	$35,044,797	$20,961,582	$403,967,137	Estimated Balance 10/01/2014
(1,917,828)	(5,589,412)	5,944	103,945	(18,944,004)	(4,862,017)	(43,729,966)	Estimated Changes
$32,776,055	$12,597,549	$ 980,578	$ 1,716,853	$ 16,100,793	$16,099,565	$360,237,171	Estimated Balance 9/30/2015

CITY WIDE REVENUES - MAJOR SOURCES AND TRENDS

Although the City's revenues are varied, a limited number of revenue types comprise the majority of its outside revenue sources totaling $223,567,613. The 2015 Budget is an increase of 11.8% from the adopted budget for 2014. Sales Tax produced the largest revenue stream when inclusive of the Midland Development Corporation and the Sports Complex sales tax revenue. Sales Tax makes up 28.25% of total outside revenue for the City. Water and sewer services (25.27%) produced the second largest revenue stream. Ad valorem current tax (17.83%) is the third largest revenue source. Sanitation services (6.3%) are the City's fourth largest source of revenue.



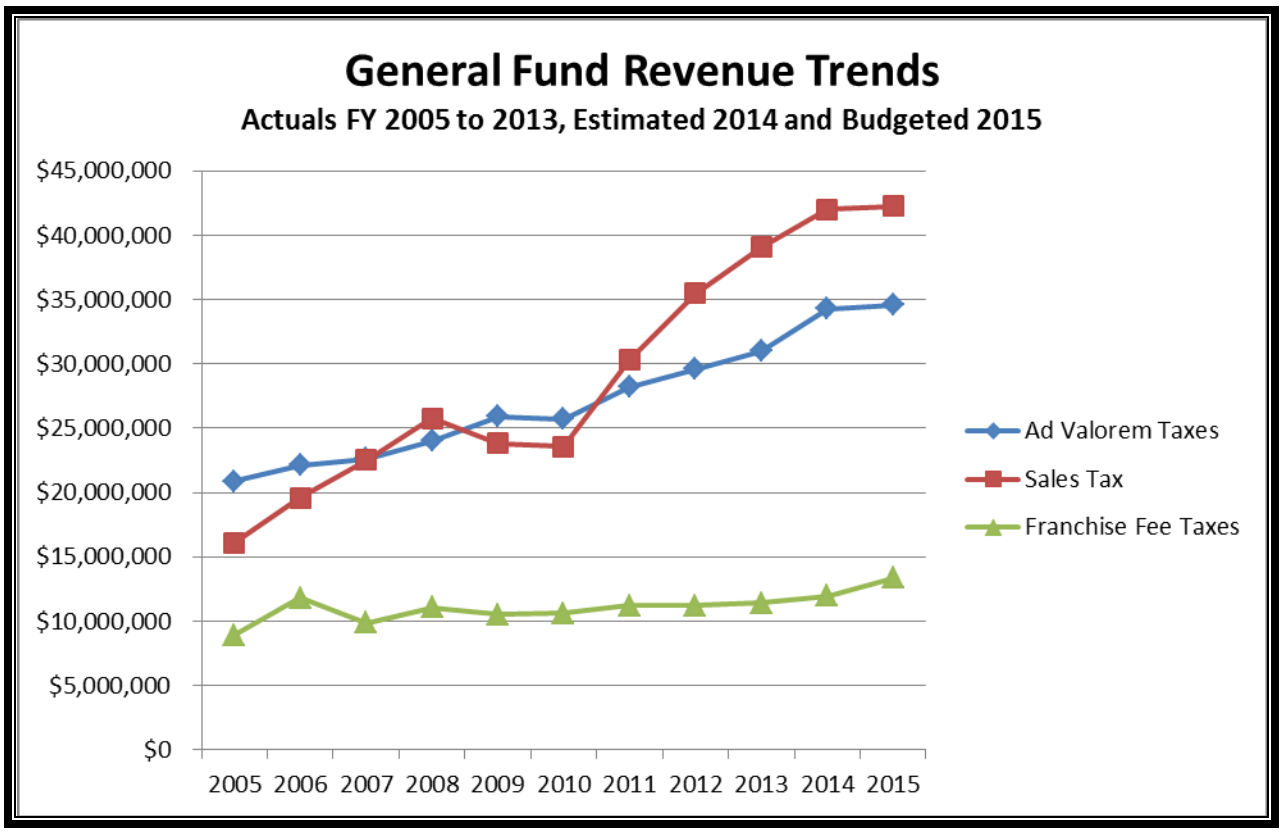
GENERAL FUND - There are three major revenue sources in this fund – Sales Taxes (40%) Ad Valorem Taxes (33%), and Gross Receipt Taxes (14%). Together, these represent 87% of all General Fund revenue.

- Ad Valorem Taxes: This tax is based on the assessed value of real estate, personal property and minerals within the City's taxing jurisdiction. The prior three years reflected additions and valuation increases that average 9.43%. The combined additions for this year total 13.6%. Based upon discussions with the Chief Appraiser for Midland Central Appraisal District, a review of permits issued, and input from local realtors on the state of the city's property values, it is anticipated that the combined growth trend will average around 3% per year.

REVENUES - MAJOR SOURCES AND TRENDS (continued)

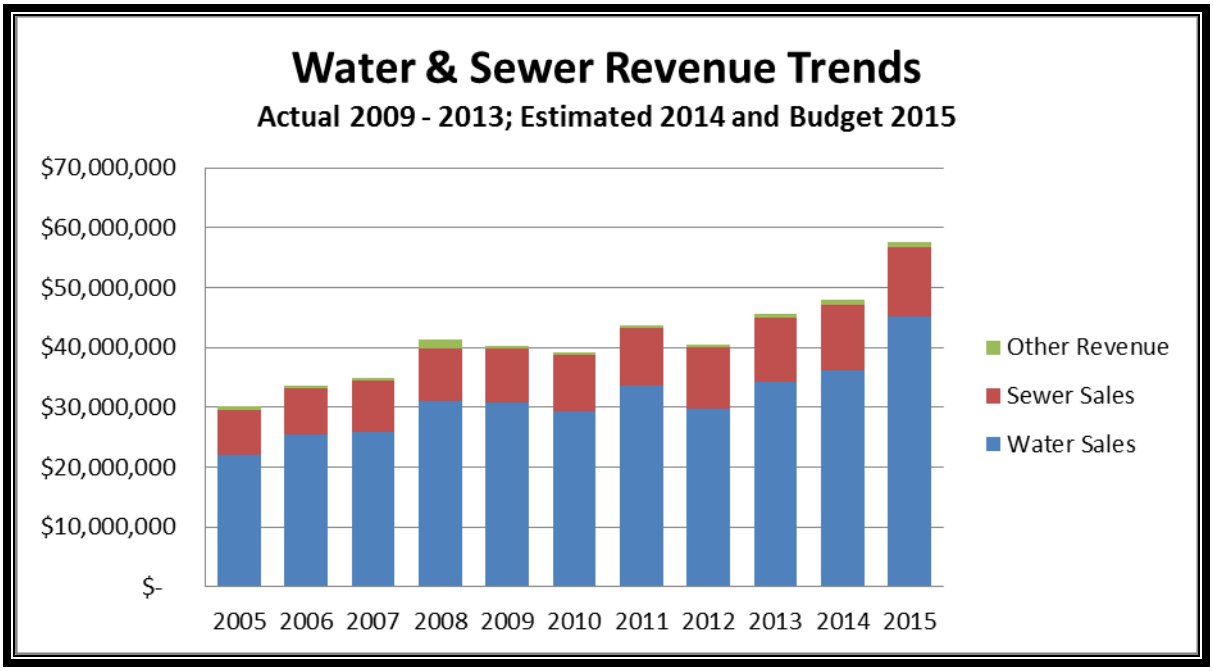
- Sales Tax: Between 2004 and 2013, Sales Tax grew by an average of 12.23%. A noticeable slowdown in sales tax revenues during fiscal year 2009 and fiscal year 2010 was followed by a nice recovery in fiscal year 2011 through fiscal year 2013. Fiscal year 2014 is estimated to be 17.22% over budget and 13.18% over fiscal 2013 actuals. Sales tax revenue is affected by both changes in population and the state of the local economy. Trends in the oil and gas industry appear to reveal a strengthening of the base for a substantial part of our local economy.

- Franchise Fee Taxes: Gross receipts taxes are paid by utility providers for their use of City streets, alleys and property in providing their services. Projections are based on historical data trends, adjusted for population and other factors known to impact this revenue. Demands for utility services have continued to increase and escalation clauses in contracts continue in effect. Price stabilization has led to an improving projection for fiscal year 2015. The increase population trend is expected to continue, similar to the trend in Ad Valorem base and Water & Sewer connections. The budget for FY 2015 is projected to be around 10% higher than estimated actuals for FY 2014. A large part of this is due to increase water, sewer and sanitation sales.



REVENUES - MAJOR SOURCES AND TRENDS (continued)

WATER AND SEWER FUND - The major revenues are net water sales and net sewer service. The customer base has grown between 1.5% and 2% per year thru the last three years. A tiered water rate system implemented in October 2006 and revised in 2012 created the increase in water sales depicted below. The Council in the fall of 2013 increased the water and sewer rates. The rates increased by 5% in January 2014 and will increase another 5% in October 2014 and 2015. The rates are then scheduled to increase October 2016 at 4.5%. The water and sewer rates will again increase by 2.5% every October until changed by City Council. This increase was necessary to fund increasing operating costs and ongoing infrastructure replacement. The graph also demonstrates the stable nature of sewer revenues across eleven years and a small, slightly variable, stream of other revenues.

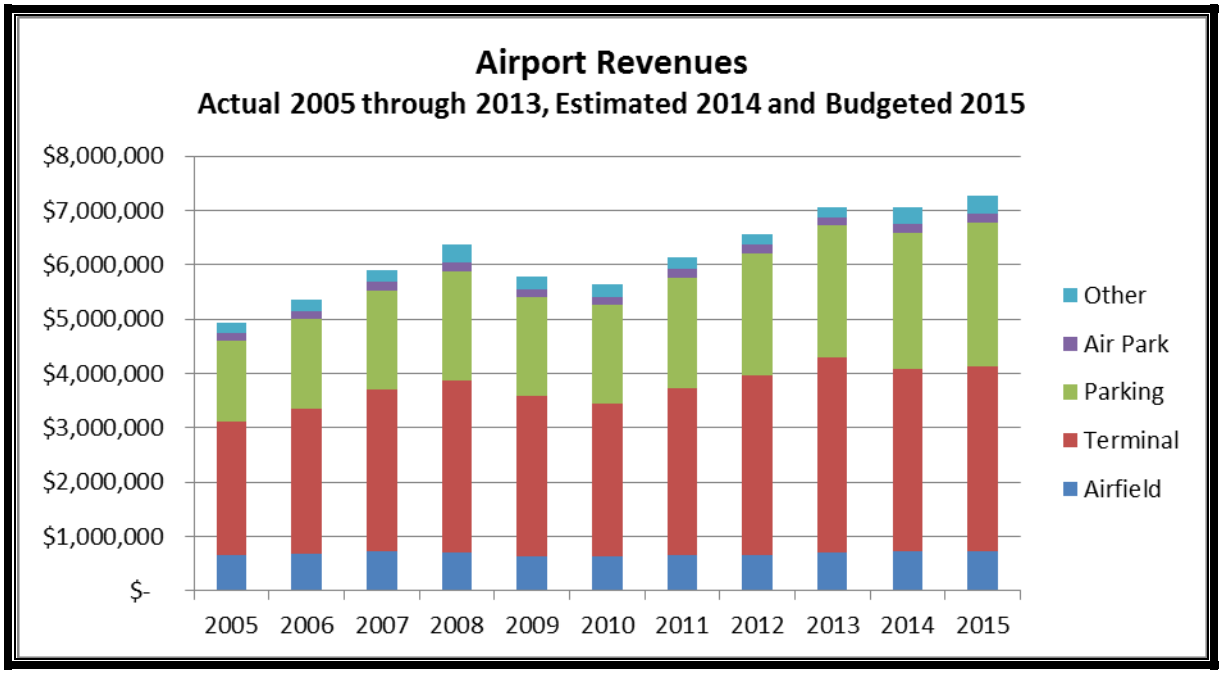


SANITATION FUND - The major revenue is net sanitation service to residential and commercial customers. This fee covers both the collection and disposal of waste, and is based on the number of current accounts plus anticipated growth. The City has some competition for the commercial sanitation service. Revenue is increasing due to the increase in the residential customer base and increased use of the landfill.

GOLF COURSE FUND – Major revenues for this fund include daily green fees and golf cart rentals. The thirty-six (36) hole capacity enables tournament play while maintaining daily fee play. Revisions to the management structure of the course were adopted during fiscal year 2009 in an effort to make the Golf Course Fund totally self-supporting. Due to additional debt service and a construction project reducing play revenue in fiscal year 2015, the Golf Course will be using some of its fund balance to cover fiscal year 2015 expenses.

REVENUES - MAJOR SOURCES AND TRENDS (continued)

AIRPORT FUND - The major revenues consist of airfield landing fees, terminal building space rentals to the airlines, and parking fees to travelers are all connected to the volume of travel to and from Midland. The graph below provides eleven years of actual history for these revenue streams with an estimate for fiscal year 2014. Revenues in the graph for fiscal year 2015 are as budgeted.

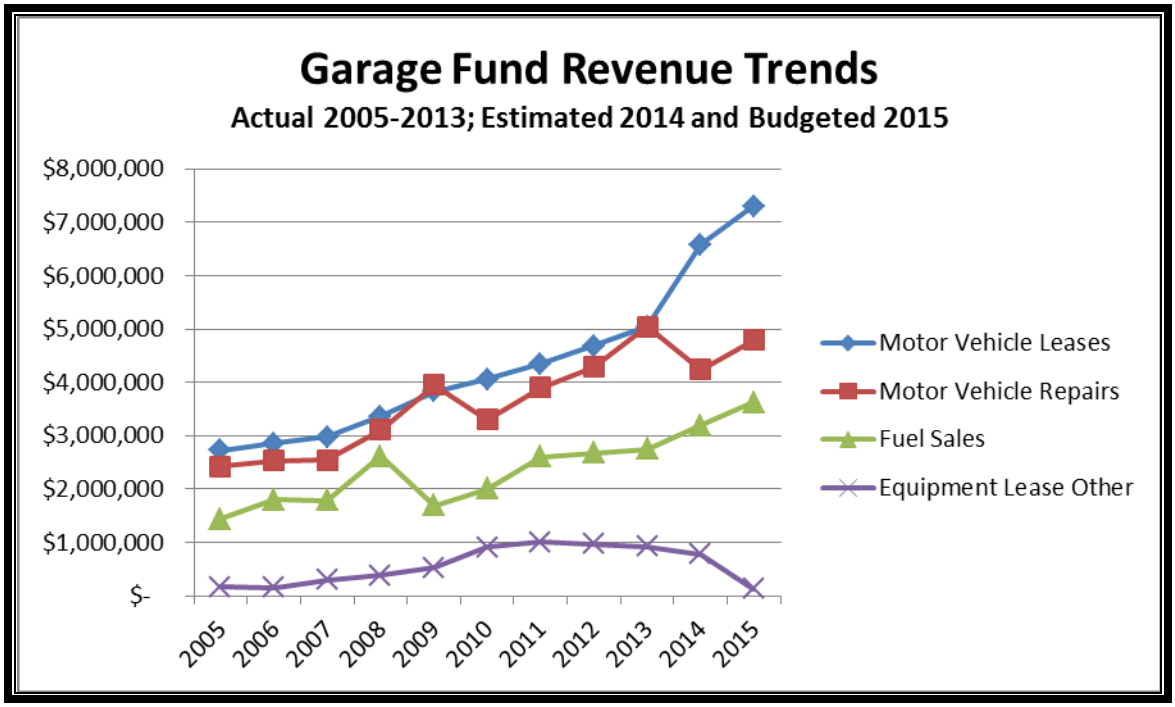


HOTEL/MOTEL FUND - Occupancy Tax revenue is the primary revenue source in this fund, and is budgeted at $268,127 above the previous year. While the occupancy tax trend is still going up we have started to see a slowdown especially when we look at individual hotels. Historical trends are used as a basis for budget projections, tempered by population and economic factors.

DEBT SERVICE FUND – The major revenue source for this fund is ad valorem taxes. The portion of ad valorem tax allocated to this fund is determined by calculating funding necessary to cover debt service requirements for the upcoming year after consideration of current fund balance and estimated interest earnings.

REVENUES - MAJOR SOURCES AND TRENDS (continued)

GARAGE FUND - This fund is an internal service fund which provides fleet, construction and maintenance equipment to the operating funds. The graph below depicts the four major sources of the charges to other funds. Vehicle lease and repairs are a function of the age of equipment used by the operating funds. Changes in fuel sales revenue is tied closely to the price of fuel.
The scope of the fund has been broadened in recent years to include the acquisitions of other major assets used by the operating funds. In total, $15.8 million is budgeted to be transferred to the Garage from the operational funds within the City.



SIGNIFICANT CHANGES IN REVENUES, EXPENDITURES/EXPENSES AND CHANGES IN FUND BALANCES/EQUITY

GENERAL FUND – Total General Fund revenues are anticipated to increase by $6,248,727 for fiscal year 2015 over budgeted fiscal year 2014 revenues. Major components of this increase are a $5,647,397 increase in sales tax revenue and a $1,442,199 increase in property tax collections.

Significant expenditure changes include funding for developer participation for streets and drainage projects for $1.8 million dollars. Engineering Department costs which include transportation and engineering design were also increased to deal with increasing infrastructure needs. Due to increase equipment needs in transportation and police the internal transfer to Garage was significantly increased as well.

Fund Balance is expected to remain unchanged from fiscal year 2014 at 30% of the expenditures.

DEBT SERVICE FUND – There is a $1,722,822 increase in budgeted ad valorem revenue for Fiscal Year 2015. Expenditures for debt service costs increased due to the issuance of $26 million dollars in new debt in January 2014. The ending balance for the fund is approximately one-twelfth of the anticipated Fiscal Year 2015 tax supported debt service costs for the issues serviced by the Fund.

HOTEL/MOTEL FUND – Hotel occupancy taxes are budgeted only $428,127 above the previous year as a result of anticipated more normalized occupancy rates and the slower development of additional hotels. The Council decided to expend more of the fund balance for additional grants in fiscal years 2014 and 2015. It is anticipated that the fund balance will drop from the end of fiscal year 2014 to the end of fiscal year 2015.

WATER AND SEWER FUND – Total Water and Sewer Fund revenues are anticipated to increase by $9,604,731 for fiscal year 2015 over budgeted fiscal year 2014 revenues. This is due to an increase in water and sewer rates on January 1 and October 1, 2014. Expenditures were also increased to pay for additional infra-structure needs due to population growth. The City anticipates is that the fund balance will decrease even with the rate increase.

SANITATION FUND – Sanitation Fund revenues are estimated to increase by 5.71% during fiscal year 2014-2015. This increase is based upon several factors, including increased customer numbers and increase use of the landfill. A portion of the landfill costs result from unfunded, federally mandated regulations and are mainly reflected in depreciation of capitalized costs and landfill closure costs. Revenues generated should provide adequate cash flow to meet the operating needs of the fund and provide for small capital expenditures.

AIRPORT FUND – The major revenues in this fund are airfield landing fees, terminal building rentals and parking lot fees. Estimated Airport Fund revenue reflects a decrease of $2,799,200 of fiscal year 2015 over the budgeted fiscal year 2014 revenue due to a decrease in FAA grant revenue for 2015. Even though Airport revenue is going down Airport expenses are expected to increase by 7.5%. It is anticipated that the fund balance will decrease in 2015.

SCHARBAUER SPORTS COMPLEX FUND – Fiscal year 2015 operating revenues, $6,506,365 and expenses, $6,505,630 are budgeted, not including depreciation. The Fund Balance is made up almost entirely of capitalized construction costs.

GARAGE FUND – This fund is an internal service fund which provides fleet, construction and maintenance equipment to the operating funds. The Garage Fund is anticipated to have a negative cash flow of $1.6 million for fiscal year 2015. The decision was made to intentionally spend down the fund balance due to the vehicle and equipment needs of the City in fiscal year 2015.

NONOPERATING FUNDS – The decrease in the Fund Balance of these funds is directly attributable to the expenditure of funds that have been appropriated for projects currently under way. Any additional appropriations for future projects will result in further decreases in these estimated balances.

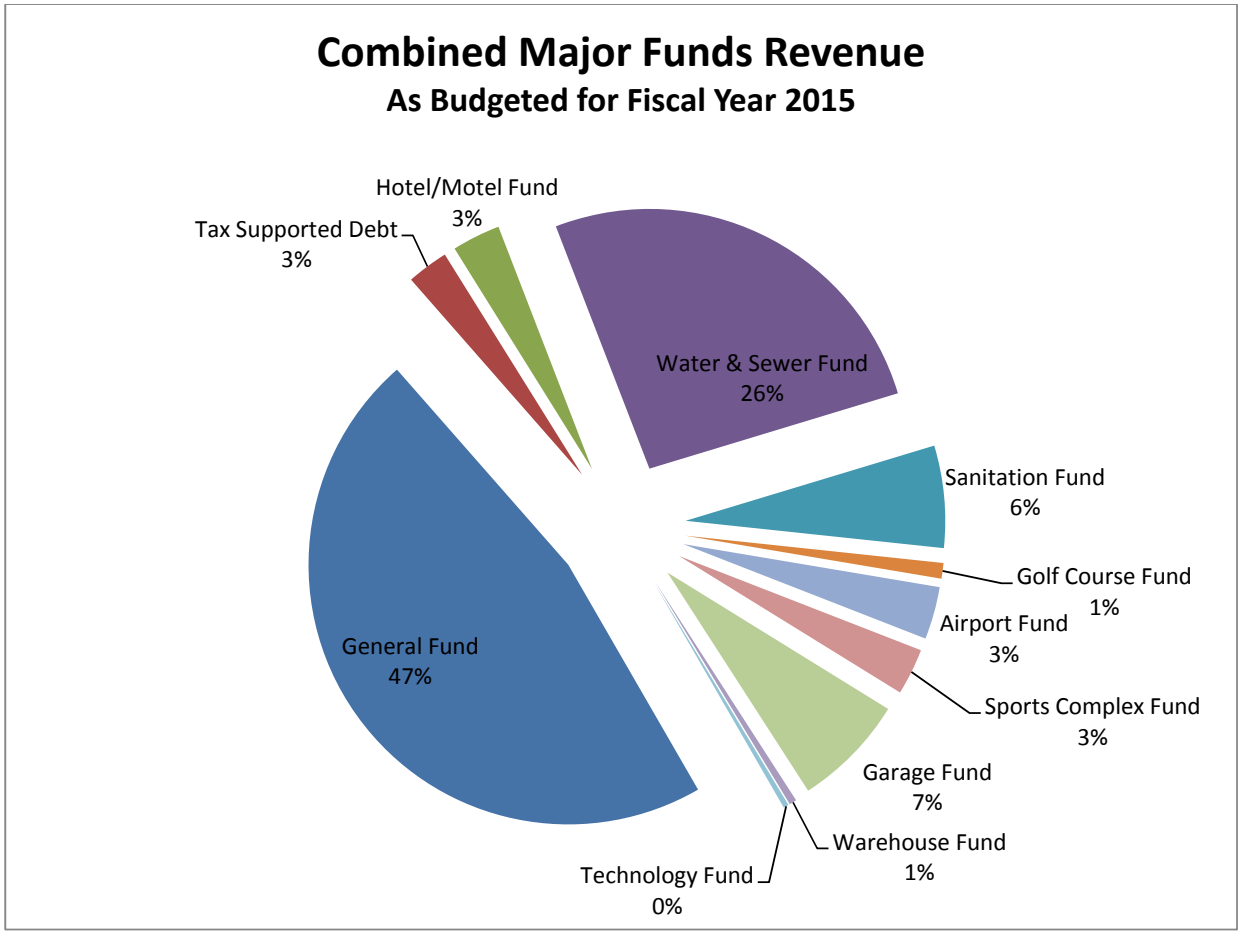
LONG RANGE OPERATING FINANCIAL TRENDS – The City of Midland is experiencing a fast growing and changing economy and population. City Management is focused on the rapidly growing infra-structure needs through our operational and capital budgets.

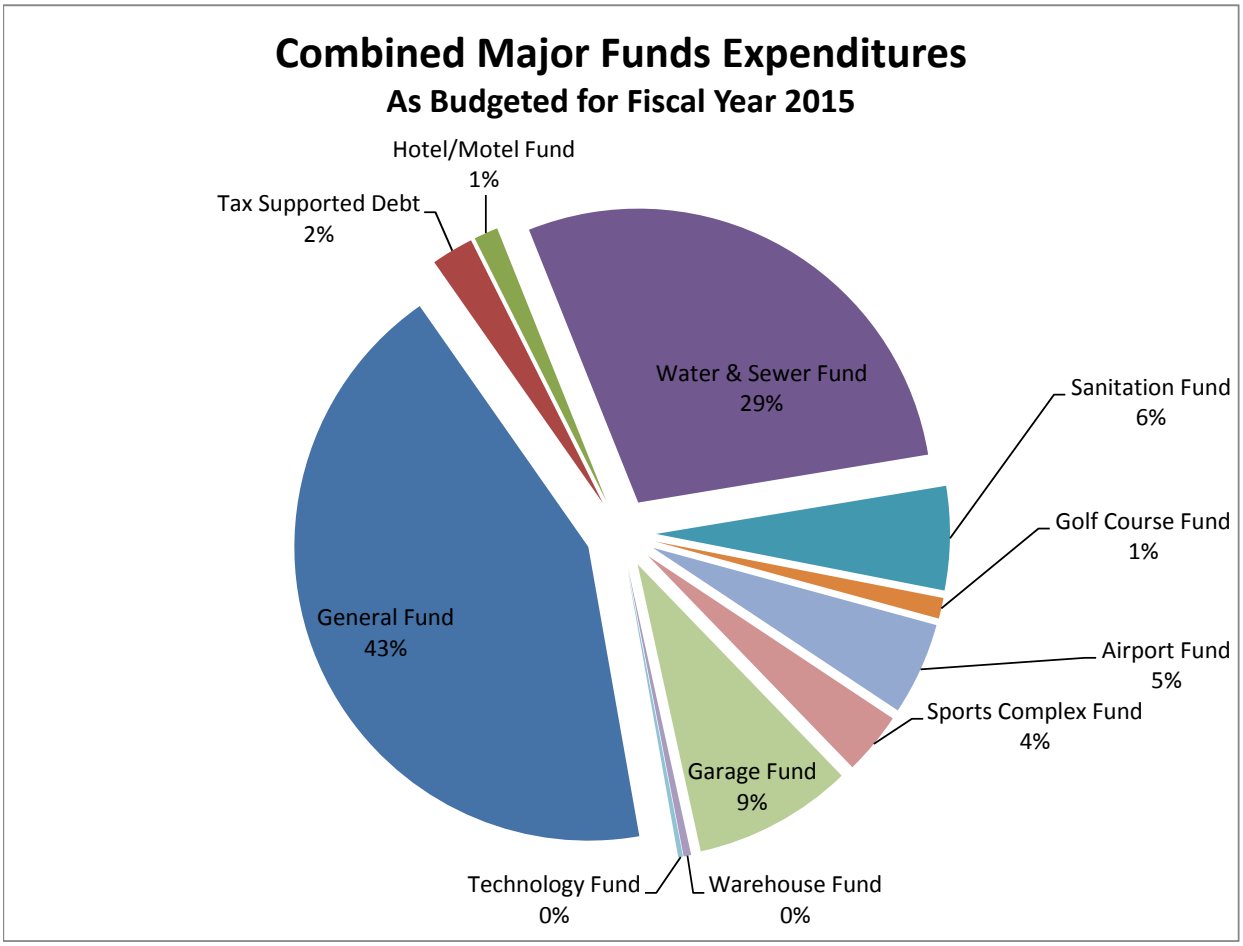
CITY OF MIDLAND, TEXAS

COMPARATIVE REVENUES AND EXPENDITURES
OPERATING FUNDS

	CURRENT BUDGET FY14*	PROPOSED BUDGET FY15	INCREASE OR DECREASE
REVENUES:			
General Fund Opns.**	99,173,228	105,421,955	$6,248,727
Tax Supported Debt	4,096,706	5,811,166	1,714,460
Hotel/Motel	6,505,000	6,773,127	268,127
Water & Sewer	49,303,200	58,907,931	9,604,731
Sanitation	13,524,500	14,296,200	771,700
Golf Course	2,434,950	2,190,200	(244,750)
Airport	10,153,800	7,354,600	(2,799,200)
Scharbauer Spts Cmplx****	3,806,782	6,506,365	2,699,583
Garage***	14,944,657	15,909,587	964,930
Warehouse***	869,000	1,028,750	159,750
Technology***	619,516	731,864	112,348
TOTAL REVENUE	$205,431,339	$224,931,745	$19,500,406
EXPENDITURES:			
General Fund Opns.	$99,664,641	$105,421,955	$5,757,314
Tax Supported Debt	4,236,553	5,689,060	1,452,507
Hotel/Motel	3,896,143	3,266,181	(629,962)
Water & Sewer	59,800,401	69,654,561	9,854,160
Sanitation	13,135,499	13,974,605	839,106
Golf Course	2,328,105	2,781,047	452,942
Airport	11,613,060	12,483,580	870,520
Scharbauer Spts Cmplx	5,587,051	8,424,193	2,837,142
Garage	19,563,134	21,498,999	1,935,865
Warehouse	900,790	1,022,806	122,016
Technology	310,814	627,919	317,105
TOTAL EXPENDITURES	$221,036,191	$244,844,906	$23,808,715

* FY14 Operating Budget as amended thru 6-23-14.
** General Fund as proposed requires $ 0 from Reserves.
****Sports Complex may require a transfer of $684,937 from General Fund and has $4,969,000 from SCDC
*** These Funds derive revenue from the other Operating Funds.


Combined Major Funds Revenue
As Budgeted for Fiscal Year 2015
Hotel/Motel Fund 3%
Tax Supported Debt 3%
Water & Sewer Fund 26%
Sanitation Fund 6%
Golf Course Fund 1%
Airport Fund 3%
Sports Complex Fund 3%
Garage Fund 7%
Warehouse Fund 1%
Technology Fund 0%
General Fund 47%


Combined Major Funds Expenditures
As Budgeted for Fiscal Year 2015
Hotel/Motel Fund 1%
Tax Supported Debt 2%
Water & Sewer Fund 29%
Sanitation Fund 6%
Golf Course Fund 1%
Airport Fund 5%
Sports Complex Fund 4%
Garage Fund 9%
Technology Fund 0%
Warehouse Fund 0%
General Fund 43%

ESTIMATED AD VALOREM TAX REVENUE
BUDGET YEAR 2014-2015 (FY15)

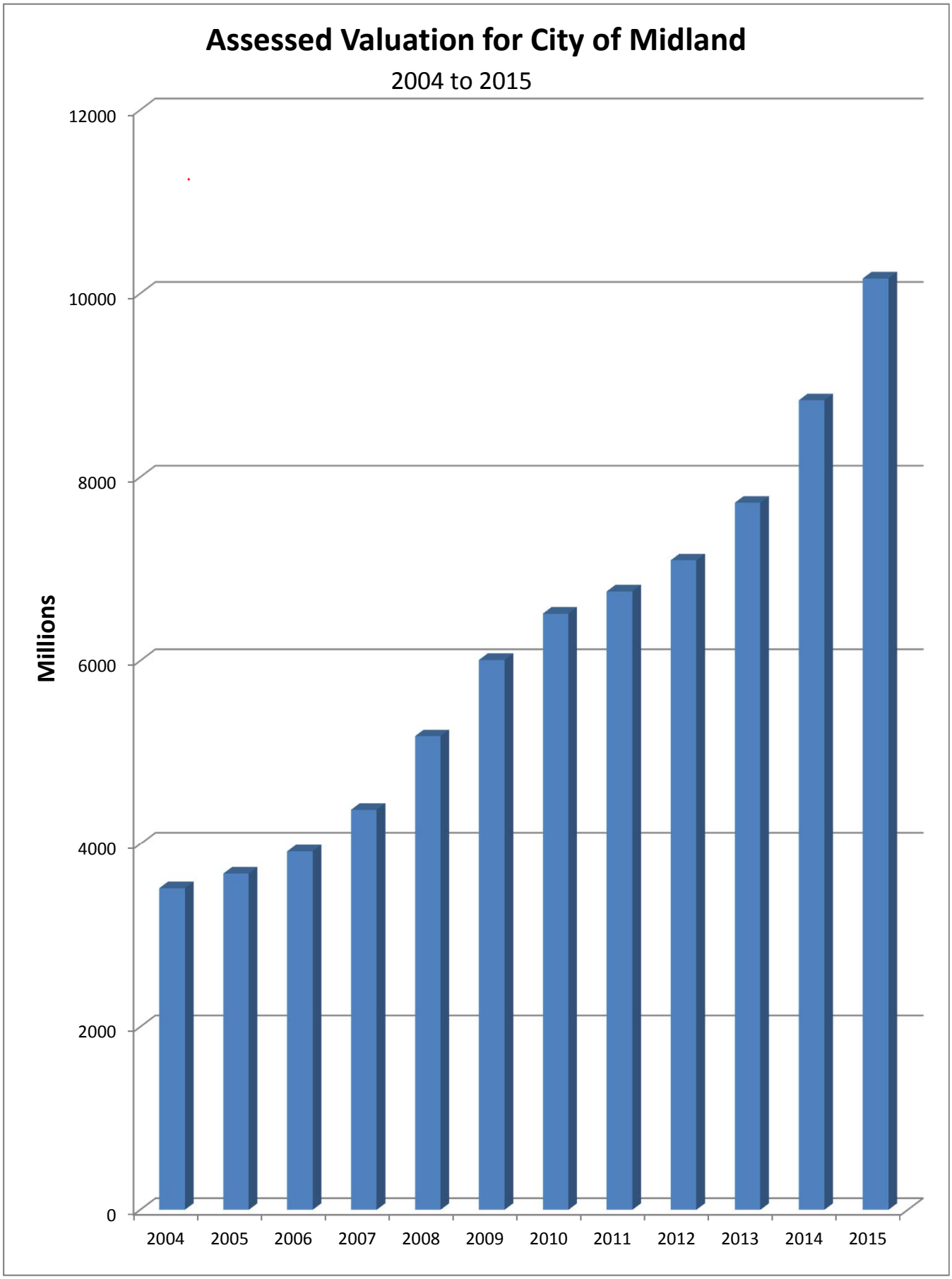
2014 ESTIMATED TAXABLE VALUE:		$ 10,165,244,187
TAX RATE PER $100 OF VALUATION		0.3938914
TOTAL 2014 TAX LEVY (estimated)		40,040,023
ESTIMATED 2014 REVENUES AT COLLECTION RATE OF	98.00%	39,239,223
ESTIMATED DELINQUENT COLLECTIONS AT 2% OF PREVIOUS YEAR	$37,471,152	749,423
ESTIMATED TOTAL COLLECTIONS		39,988,646
CURRENT INTEREST AND SINKING FUND LEVY		5,734,354
GENERAL FUND OPERATIONS		$ 34,288,730

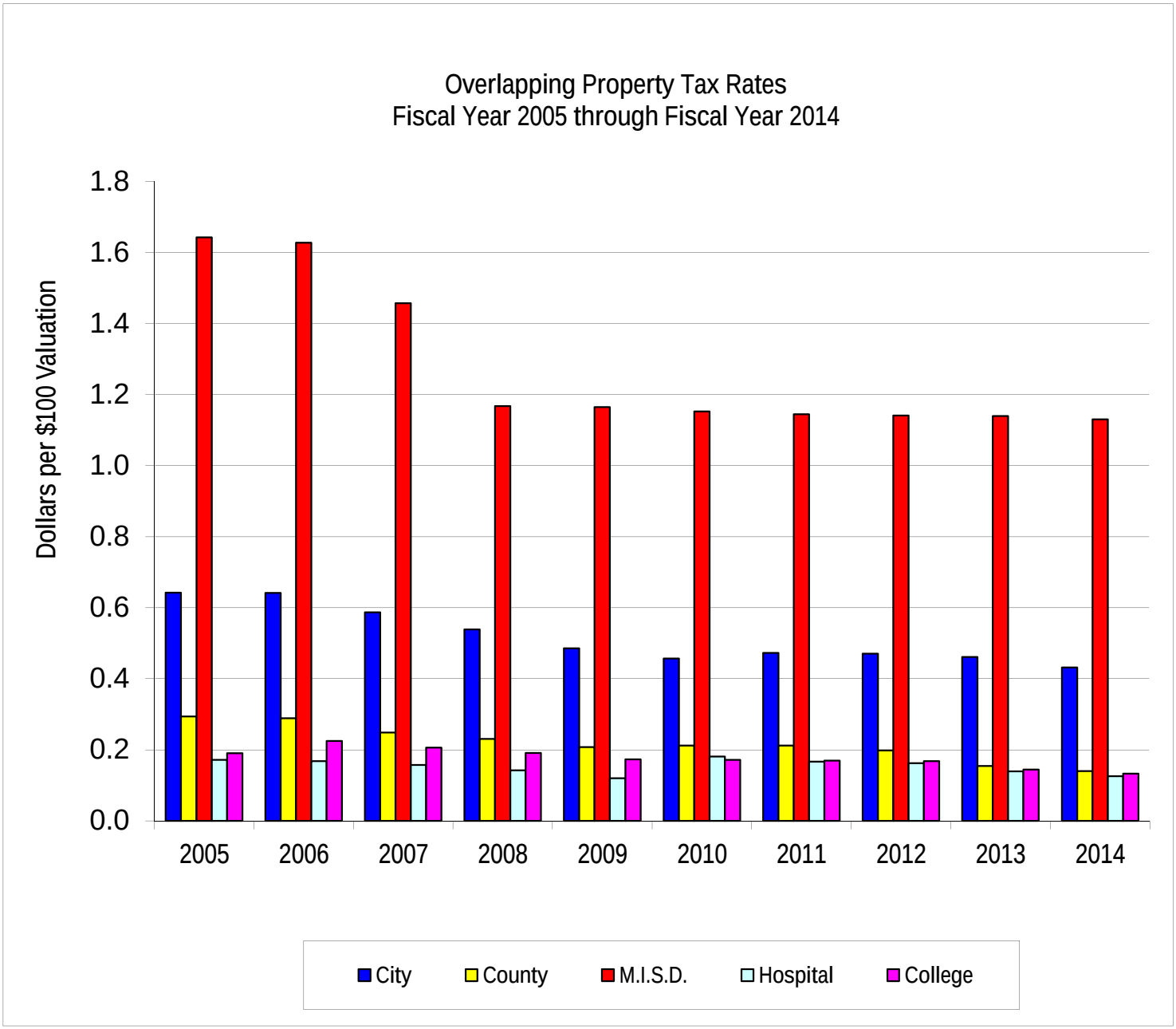
ESTIMATED DISTRIBUTION OF
TAX RATE AND REVENUE FROM 2013 AND PRIOR ROLLS

	RATE	PERCENT	AMOUNTS
GENERAL	$0.385719	89.29%	$ 669,174
INTEREST AND SINKING FUND	0.046208	10.71%	80,249
TOTAL	$0.431927	100.00%	$ 749,423

PROPOSED DISTRIBUTION OF
TAX RATE AND REVENUE FROM 2014 ROLL

	CURRENT RATE	CURRENT PERCENT	CURRENT AMOUNTS
GENERAL	$0.337480	85.68%	$ 33,619,556
INTEREST AND SINKING FUND	0.056411	14.32%	5,619,667
TOTAL	$0.393891	100.00%	$ 39,239,223


Assessed Valuation for City of Midland
2004 to 2015
Millions
12000
10000
8000
6000
4000
2000
0
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
2015



City of Midland
Overlapping Property Tax Rates
Fiscal Years 2005 through 2014

		2005	2006	2007	2008	2009	2010	2011	2012	#	2014
City	$	0.6424	0.64200	0.587	0.5386	0.4859	0.4568	0.47285	0.47054	0	0.431927
County		0.2939	0.28850	0.248772	0.230505	0.207455	0.211805	0.211805	0.198207	0	0.140178
M.I.S.D.		1.6425	1.62750	1.4575	1.16805	1.16505	1.15255	1.14505	1.14105	1	1.13005
Hospital		0.1715	0.16835	0.15712	0.1423	0.12022	0.1813	0.16633	0.1622	0	0.1257
College		0.1906	0.22470	0.20620	0.19110	0.17291	0.17193	0.16990	0.16786		0.13316
Total	$	2.9409	2.95105	2.65659	2.27056	2.15153	2.17438	2.16594	2.13986		1.96102

SUMMARY OF PERSONNEL BY DEPARTMENT AND UNIT

DEPARTMENT / UNIT	FULL-TIME EMPLOYEES		
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
Legislative (000)			
Legislative (0000)	7.00	7.00	7.00
Administration (005)			
City Manager's Office (0005)	5.00	5.00	6.00
Public Information Office (0007)	2.00	2.00	2.00
Downtown Development (0008)	1.00	1.00	1.00
Internal Audit (0045)	1.00	1.00	1.00
TOTAL	9.00	9.00	10.00
Municipal Court (010)			
Municipal Court (0010)	23.00	23.00	23.00
Legal (015)			
Legal (0015)	8.50	8.50	8.50
City Secretary (020)			
City Secretary (0020)	4.00	4.00	4.00
Administrative Services (025)			
Administrative Services (0025)	5.00	6.00	6.00
Employee Health (0026)	2.00	3.00	3.00
Risk Management (0027)	3.00	2.00	2.00
TOTAL	10.00	11.00	11.00
Information Systems (030)			
Information Systems Administration (0030)	3.00	3.00	3.00
Communications (0031)	31.00	31.00	31.00
Information Systems (0032)	18.00	18.00	18.00
Commmunications Maintenance (0033)	2.00	2.00	2.00
TOTAL	54.00	54.00	54.00
Finance (035)			
Accounting (0035)	16.00	16.00	16.00
Investments (0037)	1.00	1.00	1.00
Meter Shop (0340)	6.00	6.00	6.00
Customer Service (0345)	27.00	27.00	27.00
TOTAL	50.00	50.00	50.00
General Services (040)			
Purchasing (0040)	5.05	5.05	5.05
Facilities Services (0041)	5.15	5.15	5.15
Vehicle Service (0751)	10.80	10.80	10.80
Garage (0752)	18.00	18.00	18.00
Warehouse (0760)	1.00	1.00	1.00
TOTAL	40.00	40.00	40.00

SUMMARY OF PERSONNEL BY DEPARTMENT AND UNIT

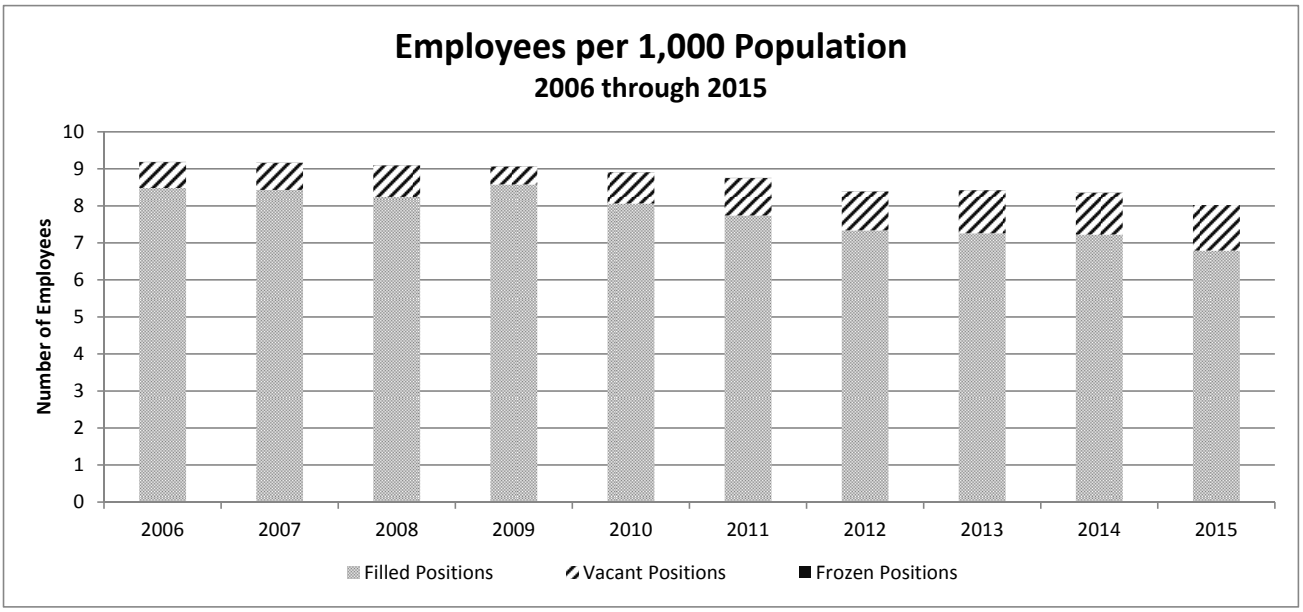
DEPARTMENT / UNIT	FULL-TIME EMPLOYEES		
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
Development Services (075)			
Planning and Development (0055)	8.00	8.00	8.00
CDBG Administration (0056)	3.00	3.00	2.00
Code Administration (0060)	27.00	29.00	30.00
TOTAL	38.00	40.00	40.00
Engineering Services (080)			
GIS Administration (0075)	7.00	7.00	7.00
Engineering Services (0080)	16.00	16.00	17.00
Transportation (0085)	63.00	63.00	58.00
TOTAL	86.00	86.00	82.00
Community Services (090)			
Parks (0090)	40.00	40.00	39.00
Animal Services (0091)	13.00	13.00	13.00
Recreation (0093)	7.00	7.00	7.00
Health and Senior Services (0100)	19.00	19.00	20.00
Golf Course (0410)	7.00	8.00	8.00
Pro Shop Operations (0411)	3.00	3.00	3.00
TOTAL	89.00	90.00	90.00
Police (110)			
VCLG Program (0105)	1.00	1.00	1.00
Airport Police (0107)	14.00	14.00	15.00
CVE-Commercial Vehicle Enforcement (0108)	2.00	2.00	2.00
Police Administration (0111)	13.00	21.00	21.00
Support Services (0112)	44.00	36.00	36.00
Field Operations (0113)	121.00	123.00	128.00
Investigative Services (0114)	47.00	47.00	47.00
TOTAL	242.00	244.00	250.00
Fire (115)			
Fire (0115)	183.00	188.00	190.00
Fire Training (0116)	4.00	4.00	4.00
Fire Prevention (0119)	8.00	9.00	9.00
Emergency Medical Services (0120)	3.00	3.00	4.00
Airport Fire (0122)	13.00	13.00	13.00
TOTAL	211.00	217.00	220.00
Nondepartmental (150)			
Nondepartmental (0150)	1.00	0.00	0.00

SUMMARY OF PERSONNEL BY DEPARTMENT AND UNIT

DEPARTMENT / UNIT	FULL-TIME EMPLOYEES		
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
Utilities (300)			
Utilities Administration (0300)	3.00	3.00	4.00
Environmental Compliance (0301)	6.00	7.00	7.00
Paul Davis Well Field Operation (0305)	2.00	2.00	2.00
Airport Well Field & Tower Operation (0306)	2.00	2.00	2.00
Water Pollution Control Plant (0310)	15.00	15.00	15.00
Spraberry Farm (0315)	4.00	4.00	4.00
Purification Plant (0320)	18.00	18.00	18.00
Water and Sewer Operations (0335)	32.00	31.00	27.00
TOTAL	82.00	82.00	79.00
Sanitation (430)			
Solid Waste Management (0400)	44.00	44.00	45.00
Recycle (0402)	4.00	4.00	4.00
Landfill (0405)	12.00	12.00	14.00
TOTAL	60.00	60.00	63.00
Airport (500)			
Airport Operations (0500)	34.00	35.00	31.00
TOTAL CITY PERSONNEL	1,048.50	1,060.50	1,062.50

SUMMARY OF PERSONNEL BY FUND

FUND	FULL-TIME EMPLOYEES		
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
General Fund	799.70	809.70	815.70
Water and Sewer Fund	115.00	115.00	112.00
Sanitation Fund	60.00	60.00	63.00
Golf Course Fund	10.00	11.00	11.00
Airport Fund	34.00	35.00	31.00
Garage Fund	28.80	28.80	28.80
Warehouse Fund	1.00	1.00	1.00
TOTAL	1,048.50	1,060.50	1,062.50



In the graph above, filled positions represent the actual number of employees on the City payroll. Vacant positions are budgeted positions but waiting to be filled. The frozen positions are unfunded budget positions which may be filled only upon approval of the City Manager. In 2015 budget all frozen positions where eliminated.

Fiscal Year	Population	Filled Positions	Vacant Positions	Frozen Positions	Total Positions	Position Per 1,000 Population
2006	102,073	866	71.5	22	959.50	9.18
2007	104,156	878	76	21	975.00	9.16
2008	106,561	878	91	21	990.00	9.09
2009	108,666	932	52.5	20	1004.50	9.06
2010	111,147	896	94	19	1009.00	8.91
2011	113,846	881	115	17	1013.00	8.75
2012	119,385	876	125.5	25	1026.50	8.39
2013	121,999	885.5	142	22	1049.50	8.42
2014	124,804	901.5	141	18	1060.50	8.35
2015	132,503	900	162.5	0	1062.50	8.02

To meet the demands of a fast growing city, the 2015 budget included 18 new positions.

6 Police Officers
2 Firemen
1 Fire Record Clerk
2 Solid Waste Drivers
2 Landfill Staff
2 Engineering Techs
1 Medical Assistant
1 Park Inspector
1 Inmate Crew Supervisor

QUICK FACTS

* DESCRIPTION: The City of Midland is a diverse, healthy, growing urban community in West Texas. Midland, Texas is located approximately 331 miles west of Dallas, Texas on Interstate 20. The City of Midland has been nicknamed "The Tall City" because of it's downtown skyline.

* LOCATION: West Texas, midway between Dallas / Fort Worth and El Paso along Interstate 20 with an area of 72.07 square miles

* WEATHER: March/74°; June/95°; September/89°; December/61°

* FORM OF GOVERNMENT: Council-Manager

* CITY PROPERTY TAX RATE: .393891 / $100 valuation

* MEDIAN AGE: Female - 36.10; Male - 33.5

* MEDIAN HOUSEHOLD INCOME: $71,442

* EDUCATION:
  University of Texas at the Permian Basin - 4 year University
  Midland Community College - 2 year Community College
  Advanced Technology Center - Workforce Training Center
  Midland Independent School District -
  - 3 high schools
  - 2 freshman high schools
  - 4 junior high schools
  - 24 elementary campuses
  - 4 special purpose centers
  - 9 private schools

* HEALTHCARE:
  4 Hospitals (5 Facilities)
  309 Doctors
  16 Nursing/Retirement Homes

* CHURCHES: 165 - All Denominations

* ENTERTAINMENT:
  2 Movie Theatres/ 25 Screens
  1 Drive in Movie/ 3 Screens
  Midland Community Theatre
  Midland/Odessa Sympthony and Chorale
  Commerative Air Force Museum
  Petroleum Museum
  Museum of the Soutwest
  George W. Bush Childhood Home
  Midland Rockhounds - AA Affiliate of Oakland A's

* ETHNICITY PERCENT:
  White - 75.5% ; Hispanic - 37.6% ;
  Black - 7.9% ; Asian - 1.4%
  Due to methods used to determine ethnicity, the total of these numbers is greater than 100%

* TRANSPORTATION:
  3 Major airlines
  Interstate 20, State Highway 349
  East West Rail Line - Union Pacific
  Mass Transit - EZ Rider - 6 Routes

* RECREATION:
  39 playgrounds, 2 public pools
  2 public/daily fee golf courses
  4 private golf courses
  Tennis courts: 77 Community courts
  40 Private courts
  64 baseball and softball fields
  49 soccer fields
  Skate Park, BMX Park, Dog Park
  Scharbauer Sports Complex:
  minor league baseball stadium
  high school football/soccer stadium
  One public community center
  One public library

* MEDIA:
  ABC, NBC, CBS, FOX,
  Univision, Telemundo, and PBS
  4 AM & 13 FM Radio Stations
  Midland Reporter -Telegram:
  18,000 plus circulation

MAJOR EMPLOYERS IN THE CITY OF MIDLAND

Company	Type of Business	Estimated Employees
Midland Independent School District	Public Education	2,919
Midland Memorial Hospital	Heath Care	1,670
Dawson Geophysical	Oil and Gas	1,244
Wal-Mart Stores	Retail	950
City of Midland	City Government	880
Midland College	Public Education	735
Baker & Hughes	Oil and Gas	600
Warren-Cat	Oil and Gas	597
Midland County	County Government	541
Concho Resources	Oil and Gas	509

TOP TEN TAXPAYERS

Name of Taxpayer	Nature of Property	2014 Taxable Assessed Valuation	% of Total Taxable Assessed Valuation
Propetro Services (VEH)	Oil and Gas	$159,565,810	1.60%
Basic Energy Services	Oil and Gas	55,430,090	0.56%
Oncor Electric FKA:TXU ELE(10)	Electric Utility	48,635,240	0.49%
Wind Energy Transmission TX 31	Electric Transmission	45,549,980	0.46%
Mall At Midland Park LLC	Retail Sales	37,127,480	0.37%
Claydesta Buildings LP	Real Estate	36,753,810	0.37%
Fasken Midland LLC	Real Estate	28,608,000	0.29%
HPG Acquisition LLC	Real Estate	28,597,060	0.29%
The Palms At Briarwood LLC	Real Estate	27,509,070	0.28%
Artificial Lift Div Of STC M&E	Real Estate	27,312,550	0.27%
		$495,089,090	4.98%

TEN LARGEST WATER AND WASTEWATER CUSTOMERS

WATER CONSUMPTION

Customer	Type of Industry
City of Midland	Incorporated City
Midland Schools	Public Schools
Midland Memorial Hospital	Hospital
Midland College	Community College
Ranger Excavating, L.P.	Construction
Coventry c/o Velocity	Apartments
Midland County Auditor	County Administration
Northridge Court Apartments, L.P.	Apartments
Merididian c/o Velocity	Apartments
Fasken Midland, LLC	Office Building

WASTEWATER VOLUME

Customer	Type of Industry
Midland Memorial Hospital	Hospital
Midland County Auditor	County Administration
City of Midland	Incorporated City
Fasken Midland LLC	Office Building
Culligan Soft Water	Commercial Water Purification
Midland College	Community College
Midland Schools	Public Schools
Claydesta Center	Office Building
Superwash Coin Laudry	Coin Operated Laundry
Midland Memorial West Campus	Hospital

POPULATION DATA*

1920	1,795
1930	5,484
1940	9,352
1950	21,713
1960	62,625
1970	58,199
1980	70,525
1990	89,793
2000	94,996
2010	111,147
2011	113,846
2012	119,385
2013	121,999

* Source: U.S. Census Bureau unless otherwise noted

MISCELLANEOUS STATISTICAL DATA

Date of incorporation	January 11, 1911
Date of adoption of City Charter	November 5, 1940 Amended May 4, 1996
Miles of streets and alleys:	
Streets - Paved	616
Streets - Unpaved	14
Alleys - Paved	136
Miles of storm sewer:	44
Miles of sanitary sewer:	555
Number of street lights:	6,272
Number of signalized locations:	118
Police Protection:	
Number of stations:	1
Number of employees (including 47 civilians):	226
Fire Protection:	
Number of stations:	9
Number of employees (including 5 civilians):	178
Building permits:	
Permits issued:	7,388
Building valuations:	$657,018,808
Municipal Water Utility:	
Number of active accounts:	38,719
Daily average consumption (MGD):	16
System capacity (gallons):	55,000,000
Miles of water mains:	714
Number of fire hydrants:	3,412
Airport:	
Passenger boardings:	621,317
Runway system:	
1 - 8,302' by 150' primary runway with high intensity lighting, VASI-4 and FAA-operated instrument landing system and precision instrument marking;	
1 - 9,501' by 150' secondary runway with high intensity lighting and VASI-4;	
1 - 4,605' by 75' general aviation runway; and	
1 - 4,339' by 100' general aviation runway.	

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MIDLAND

Feel the Energy!

SECTION II

PROCEDURE AND POLICY

PROCEDURES

THE BUDGETING PROCESS

Preparation and administration of a city government's budget is one of the most important activities in any municipal operation. Careful planning of revenues and expenditures has become increasingly significant in the face of an uncertain economy, stagnant revenues, and increasing demands for service. Budget preparation should be among the top priorities of departments and divisions. It is essential that departments examine their operations carefully during this process, to ensure that approved funding provides those services most needed and desired by the public, in the most efficient and economical manner possible.

A budget plans and coordinates revenues and expenditures. In our organization budget preparation begins at the lowest possible level of operations. These budgets are then reviewed at higher levels of management to assure that proposed programs serve the needs of the community and support the overall goals that have been identified by City Council and the public.

The City Manager reviews the budgets for each Department, as well as revenue estimates, and the city-wide budget is prepared which incorporates all funding requests and expected revenues.

The City Council reviews the proposed budgets for General, Enterprise, Internal Service, Special Revenue, and Interest and Sinking Funds, makes adjustments, sets the tax rate, and holds public hearings on the budget. After the second reading of the budget ordinance, the Council approves the budget and it becomes the official operating plan for the City of Midland for the upcoming Fiscal Year (October 1 - September 30).

The final budget is designed as a reference and resource tool, not only for internal use, but for use by bond rating agencies, insurance companies, external auditors, and other cities. It contains detailed expenditure information on personnel, supplies, maintenance, other charges, and capital outlays as budgeted for the current fiscal year and the approved budget for the next fiscal year.

The City of Midland uses traditional line item budgeting to determine its operating budget. During the budget process, we must annually reexamine existing program activities and analyze the effect of reducing or reallocating current levels of resources. Reevaluation of programs allows us to respond to our changing economic and political environment and the needs of the community, citizens, and our employees.

After budget adoption, the City Manager may make amendments to and between departments and divisions unless such amendments would increase the total appropriation within a fund. Department managers are authorized to approve amendments of amounts between line items within a division if such transfers to not significantly change the work program contemplated in the approved budget.

The budget process is designed to identify and plan the functions, activities and accomplishments of the City of Midland, as well as plan for its financial needs.

All employees should have a role in the budget process. They are responsible for promoting acceptance and understanding of the budget as a planning and management tool. The budget process gives our employees the opportunity to evaluate their operations, identify needed changes, and provides opportunities to make services more efficient and/or effective, and recommend allocating limited funds to best achieve divisional and organizational goals.

THE BUDGETING PROCESS (continued)

Each level of management performs a specific function. They are described below:

I. The Department Head should:

A. Oversee the preparation of the appropriate budget(s).

B. Meet with the Division Heads within his/her department to review and analyze budget requests to assure that programs and activities are needed, that objectives can be accomplished within established criteria, that adequate resources are requested, and that line item requests are consistent with the department's demonstrated historical need and in accordance with guidelines set in budget manuals and management directives.

C. Review all available activity and performance measures to determine if they accurately reflect major activities.

D. Prepare a recommended budget for the city Management Team to review, and make available any backup or historical information necessary to justify the amounts requested.

II. The Deputy City Manager/Assistant City Manager should:

A. Meet with the Department Heads under his/her supervision and review their proposed budgets.

B. Discuss and evaluate estimated expenditures to determine if proposed programs are consistent with the goals of the city organization. The Deputy City Manager/ Assistant City Manager should focus on the broader spectrum regarding services to be provided and ensure they help achieve the overall goals set by the City Council.

C. Critically review recommended organizational restructuring, staffing level adjustments, and other changes to assure that the results will increase operating capabilities, productivity, and/or efficiency of the unit requesting the change.

D. Identify and review major policy recommendations by subject and cost, and summarize their impact on city government.

E. Coordinate proposed expenditures, review backup documentation related to questionable expenditures, provide for the availability of any additional information that may be necessary, and prepare a recommended budget for review by the City Manager.

III. Finance and Accounting will:

A. Develop and implement a budgeting process that facilitates budget preparation on a city-wide basis.

B. Develop revenue projections to aid in determining expenditure levels.

C. Provide budget forms, instructions, expenditure schedules, and other budgetary assistance and information to assure proper preparation of the final budget documentation.

THE BUDGETING PROCESS (continued)

III. Finance and Accounting will: (continued)

D. Review preliminary budget requests for accuracy, completeness, and preparation in accordance with budget manual instructions.

E. Provide assistance to the City Manager during reviews, and provide any information or backup documentation required for thorough evaluation.

F. Perform analyses and comparisons of proposed budget amounts to determine the effects proposed expenditures will have on the fiscal soundness of the City of Midland, and provide results to city management.

G. Provide official proposed budget documents for review by Council, and provide preliminary budget document to be filed with the City Secretary. These documents will be provided at time intervals prescribed in the Budget Calendar.

H. Coordinate printing of the adopted budget in its final form, assure that the document is properly filed with the County Clerk, and provide for distribution of approved budget documents to departments in a timely manner.

IV. The City Manager should:

A. Review proposed budgets with Deputy City Manager, Assistant City Manager and Department Heads.

B. Assure that proposed expenditures do not exceed expected revenues from municipal operations.

C. Examine proposed organizational changes and review their proposed effectiveness in meeting the desired goals.

D. Evaluate programs, backup information, and expenditures to determine the appropriateness of each in response to Council goals.

E. Coordinate preparation of budget, and research the preparation budget summaries, schedules, and other information required for budget presentation to the City Council.

F. Coordinate preparation of budget presentation and review sessions with the City Council.

BUDGET DEVELOPMENT CALENDAR

January	Budget team meets to review budget process for possible changes or major impacts and to establish budget calendar.
February	City manager reviews budgetary guidelines with City Council in briefing session.
Early March	Budget Preparation Packets are distributed to departments during a Budget Training Session. Packets contain instructions and information regarding personnel budget estimates, facility needs, equipment needs, computer hardware/ software and radio needs and the capital improvement program. Guidelines provided for budget preparation by Council. Letter sent to outside agencies asking for their budget requests and documentation. Departments submit Position Analysis Requests (PAQ's) to Human Resources for review.
Late March	Department submits request forms with justifications for equipment, facility needs, hardware/ software and radios for analysis.
Early April	Deadline for outside agency requests to City Manager.
Late April	Hardware/ software, radio, hire of equipment, and facilities justifications are returned to Department/ Division Heads with cost analysis. Departments complete revenue estimates and return them to Finance
April - June	Hotel/ Motel Advisory Board and Economic Development Advisory Board review of funding requests.
May	Personnel estimates are returned to Departments. (PAQ results included) Departments return completed budget requests and Capital Improvement Program data to Accounting for review and data entry. Revenue estimates are provided to City Manager.
May - June	Joint review of budgets by Department Heads, Budget Officers, and City Manager.
June	Final review and changes to budget requests prior to Council workshop. Budget delivered to City Council.
July	Budget workshops and briefing period held with City Council and Management. Calculation of effective tax rate. Proposed budget filed with City Secretary's Office and posted on City's website. Publish first "Notice of Public Hearing on Tax Increase."
August	Publish additional notices of public hearings, as required by state law, on tax increase, public hearing on budget, and vote on tax rate. Hold public hearings in accordance with applicable provisions of state law. Council votes to establish the tax rate and adopt the budget ordinance. Budget document finalized and sent to printer.
September	Budget distributed to Departments.

THE BUDGET AND THE CAPITAL IMPROVEMENT PROGRAM

The CIP is separate and distinct from the operating budget of the City. However, the projects completed most generally have a budgetary impact in the year of completion. These impacts, if known or quantifiable, are presented in the Capital section on a project-by-project basis.

A listing of all CIP projects currently funded and in progress is provided in the Capital portion of the budget book, as is a listing of projects in the five-year capital needs assessment. Inherent in this needs assessment is the consideration of the operating budget impact in future years of the proposed project as presented on the summary of the five years needs assessment.

A listing of all currently available capital projects funds is included in the Capital section of the budget. These dollars, which, subject to restrictions in bond covenants, may be used to fund some of the proposed CIP in conjunction with possible future debt issues, operating revenues, grants, or other funding sources available to the City.

PROCEDURE

Each department of the City of Midland will prepare and submit to the Finance Department a CIP Request Form for each requested project. These requests are reviewed by both the CIP Committee, and Finance office. The Committee prioritizes the projects. Priorities will be based on community long term need and financial availability. The priority list will then be forwarded for City Manager review. Preliminary CIP's are presented to the City Council for review and approval.

A. PROJECT DETERMINATION:

Each department must assess its needs and develop a list highlighting priorities. Since needs are constantly changing, this list should be revisited and updated annually. Before stating a capital need, the Department Head should identify those needs by including the following:

1. The project's relationship to the City of Midland's Goals and Needs.
2. The projects relationship to Departmental Goals.
3. An evaluation of existing facilities and/or structures.
4. Necessary time periods (i.e. planning, construction and preparation)
5. The impact of not implementing/ including the project in the CIP.

B. ORGANIZATION DECISION:

If a capital requirement need requires a determination at a divisional level, then the department head should assign the responsibility to the appropriate division head. A review of all aspects of the request should be conducted by the department head.

The department head will determine which projects are to be included in the CIP request forms. The ability of the department's capacity to carry out all factors of the request should be considered.

C. AMENDMENTS:

An amendment request to a CIP should be submitted to the Finance Department on the Capital Improvement Request Form and clearly marked as an amendment. After a review by all concerned parties, the request will be submitted to the City Manager. The City Manager will review the proposed amendment and submit the request along with recommendation to the City Council.

THE BUDGET AND THE CAPITAL IMPROVEMENT PROGRAM

CALENDAR.

Important dates to remember during the CIP process are summarized below:

March	(lst week)	CIP material sent to departments.
April	(lst week)	CIP requests due in to Assistant City Manager for department review.
May	(1st week)	Preliminary CIP requests sent to Finance.
June	(1st week)	CIP Committee meets and prioritizes projects.
June	(2nd week)	CIP Committee's recommendations are sent to City Manager (CM).
July	(1st week)	CM/ ACM/ Finance final review of CIP.
August	(1st week)	CM presents tentatively approved CIP to City Council for adoption.
January-February	(lst week)	Bond issued when required.

POLICIES

CAPITAL IMPROVEMENT PROGRAM POLICY

I. PURPOSE

The purpose of the Capital Improvement Program (CIP) is to implement and facilitate the City's Master Plan. Also, new items and replacements may be considered for major public improvements. Due to the limited amount of available funds, the CIP serves to establish a priority for the many necessary projects. Therefore, the CIP will be updated annually in order to incorporate the changing priorities, needs, and funding sources.

The CIP is a necessary tool in the capital planning process, insuring that:

A. City funds will be spent for improvements compatible with the City's long-term goals and needs.

B. City funds will be spent on high priority projects first.

C. Improvements will not cause a financial burden on the City.

Generally, capital projects consist of purchasing, building, or renovating land and/or structures. Common CIP projects include but are not limited to roads, water & sewer line extensions, park developments and new city facilities such as: recreation centers, fire stations, airports, or water treatment facilities.

Major maintenance projects, such as street resurfacing or placing a new roof on a building, are not included in the CIP. Although these projects may meet the cost and useful life criteria for a CIP project they generally do not result in a new structure or a structure altered in design or use. Instead, these projects are periodically necessary to keep structures or facilities operating properly. These items will be included in the City's operating budget.

II. DEFINITIONS

A. CITY OF MIDLAND MASTER PLAN:

A long range project plan to facilitate the development of the City.

B. CAPITAL IMPROVEMENT PROGRAM (CIP):

A schedule of capital expenditures to be incurred over a five year period to carry out the City's program of public service.

C. CAPITAL IMPROVEMENT:

An expenditure in excess of $15,000 for the planning, design and construction of a physical improvement and/or associated fixed equipment and having a useful life of five years or more. An initial project cost shall include all factors of the project (i.e. land, buildings, machinery, equipment). This definition is intended to include, but not limited to, the following:

CAPITAL IMPROVEMENT PROGRAM POLICY (continued)

II. DEFINITIONS (continued)

C. CAPITAL IMPROVEMENT: (continued)

1. Land: All related expenditures for land whether or not they meet the dollar limitation previously mentioned. This includes right-of-way acquisitions.

2. Structures: All related expenditures for structures regardless of cost (i.e., architectural, renovation, addition to, engineering).

3. Machinery and Equipment: All related expenditures for machinery, furnishings, and equipment that are a part of the structure at the time of initial acquisition or construction. Such items that are not related at initial acquisition or construction must have a useful life of seven (7) years or more and cost $25,000 or more to be included in the capital improvement program.

III. POTENTIAL FUNDING SOURCES

The City raises funds to finance capital improvements primarily by using reserves, through user fees, by grants in aids from other governmental units, and by issuing bonds.

A. EXPENDABLE/AVAILABLE RESERVES:

They are the "reserves" of the City. They can be used for any purpose approved by the City Council, unless constrained by ordinance.

B. ENTERPRISE FUNDS:

The City of Midland operates four Enterprise Funds - Solid Waste, Utilities, Airport and the Golf Course. Each entity operates solely on the revenue it generates. This revenue comes in the form of service fees, assessment fees and participation fees (user fees).

C. ASSISTANCE FROM OTHER GOVERNMENTS:

1. Federal Assistance: The Federal Government provides monetary assistance in the form of grants for various programs and projects. Certain restrictions may be attached.

2. State Assistance: The State Government provides local governments with loans and other assistance to ensure the delivery of services. Certain restrictions may be attached.

D. BONDS:

The City of Midland has the ability to issue bonds and incur debt based on its ability to pay and its credit rating.

1. General Obligation (G.O.) Bonds: General Obligation Bonds pledge full faith and credit of the City; repaid by ad valorem taxes; require voter approval; and can be used to finance items approved by voters.

CAPITAL IMPROVEMENT PROGRAM POLICY (continued)

III. POTENTIAL FUNDING SOURCES (continued)

D. BONDS: (continued)

2. Certificate of Obligation (C.O.) Bonds: Certificate of Obligation Bonds pledge full faith and credit of the City; can be issued without voter approval - except upon notice of the city's intent to issue certificates, five percent of the qualified voters can force an election on the issue by submission of a petition. Can be issued to finance construction work, equipment, machinery, material, supplies, land etc.

3. Revenue Bonds: Revenue Bonds are repaid from a specific non-ad valorem (pledged) source; no voter approval (but subject to referendum); and can be used to finance either general government projects or enterprise projects.

CAPITAL IMPROVEMENT PROGRAM AND DEBT LIMITS

Debt Limits and Debt Levels

The City of Midland carefully plans debt acquisition to fund only capital replacement and construction. This process includes matching the maturity of the debt to the useful lives of the assets to be funded, as closely as possible. This allows for the use of debt to compliment operations by allowing for matching the cash flows of asset cost to the period deriving the benefit from the asset. Additionally, this allows the City to plan for and structure debt payments in such a manner that debt service tends to be fairly level across the years creating a known, even demand upon resources for debt service and limiting the demand upon resources to a managed level. As a result of the development and refinement of this process, the impact of current debt upon present and future operations is minimized and annual operations can be based upon a known level of expendable, available resources to respond to the immediate needs of the city.

The Constitution and Statutes of the State of Texas and the Charter of the City of Midland do not provide for a legal debt limit. The 8% debt limit rate used herein is that recommended by the Finance Advisory Board of the City of Midland and adopted by the City Council as a safe debt limit.

FINANCIAL POLICIES

A calendar will be designed each year to provide a framework within which the interactions necessary to formulate a sound budget could occur. At the same time, it will ensure that the City will comply with all applicable State and Federal legal mandates.

The City's employees are the most important resource used in implementing the vision statement. Recognition of this policy was achieved through a market adjustment to the broadband pay plan for all City employees who are not firefighters or police officers, market adjustments to base salaries and maintenance of the pay progression plan for firefighters and police officers and maintenance of the City's benefit programs.

The City will provide quality services with a competitive cost. This was achieved through the use of technology, more efficient service delivery and close scrutiny of requests for expanded or enhanced services. The City's Managed Competition Committee has evaluated several areas of City services in an effort to assure that operations are cost effective. A business plan is being prepared for Water and Sewer.

The budget must be balanced for the General Fund. In other words, total anticipated revenues must equal total estimated expenditures.

All revenue sources will be reviewed to achieve the best possible forecast of revenues. This policy was implemented through seeking the input of the individuals most closely associated with the subject revenues. Close scrutiny of estimates for reasonableness was inherent in the process to provide the best possible estimate of the resources available to be used in providing services during the upcoming budget year.

The City has a policy of maintaining a General Fund Unappropriated Fund Balance equal to at least twenty five percent (25%) of each fiscal year's operating expenditures. This level is an important factor in maintaining the City's general purpose bond ratings because of the cyclical nature of the energy industry, which is a major factor in the City's economy. It also provides a source of additional investment income to help maintain a level property tax rate.

The enterprise operations of the City are to be self-supporting; i.e., current revenues will cover current expenditures, including debt service. Due to the inclusion of both capital outlays and depreciation, however, some enterprise funds appear to have more expenditures than revenue. An exception to this policy is the Scharbauer Sports Complex, which is currently not self- supporting due to the heavy investment in capital assets which must be recouped.

The City will coordinate development of the capital improvement budget with the development of the annual operating budget. Each capital improvement project is reviewed for its impact on the operating budget in terms of revenue generation, additional personnel required and additional operating expenses.

Charges for services rendered will be assessed by the General Fund against all enterprise and internal service funds of the City. This assessment will be based on either an OMB A-87 cost allocation plan or a full cost allocation plan generated by an independent organization and will be used to reimburse the General Fund for services provided to these funds.

FUND STRUCTURE

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The following fund types and account groups are maintained by the City:

I. GOVERNMENTAL FUND TYPES

General Fund - This fund accounts for the financial resources of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, sales taxes, gross receipts taxes, fines and forfeitures, licenses and permits, and billings for interfund services. Primary expenditures are for police protection, fire protection, public works, maintenance of parks and general administration.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Example of Special Revenue Funds are the Hotel/Motel Fund and the Sports Complex Development Corporation Revenue Fund.

Interest and Sinking Fund - Tax Supported Debt - This Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Capital Project Funds - Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds).

II. PROPRIETARY FUND TYPES

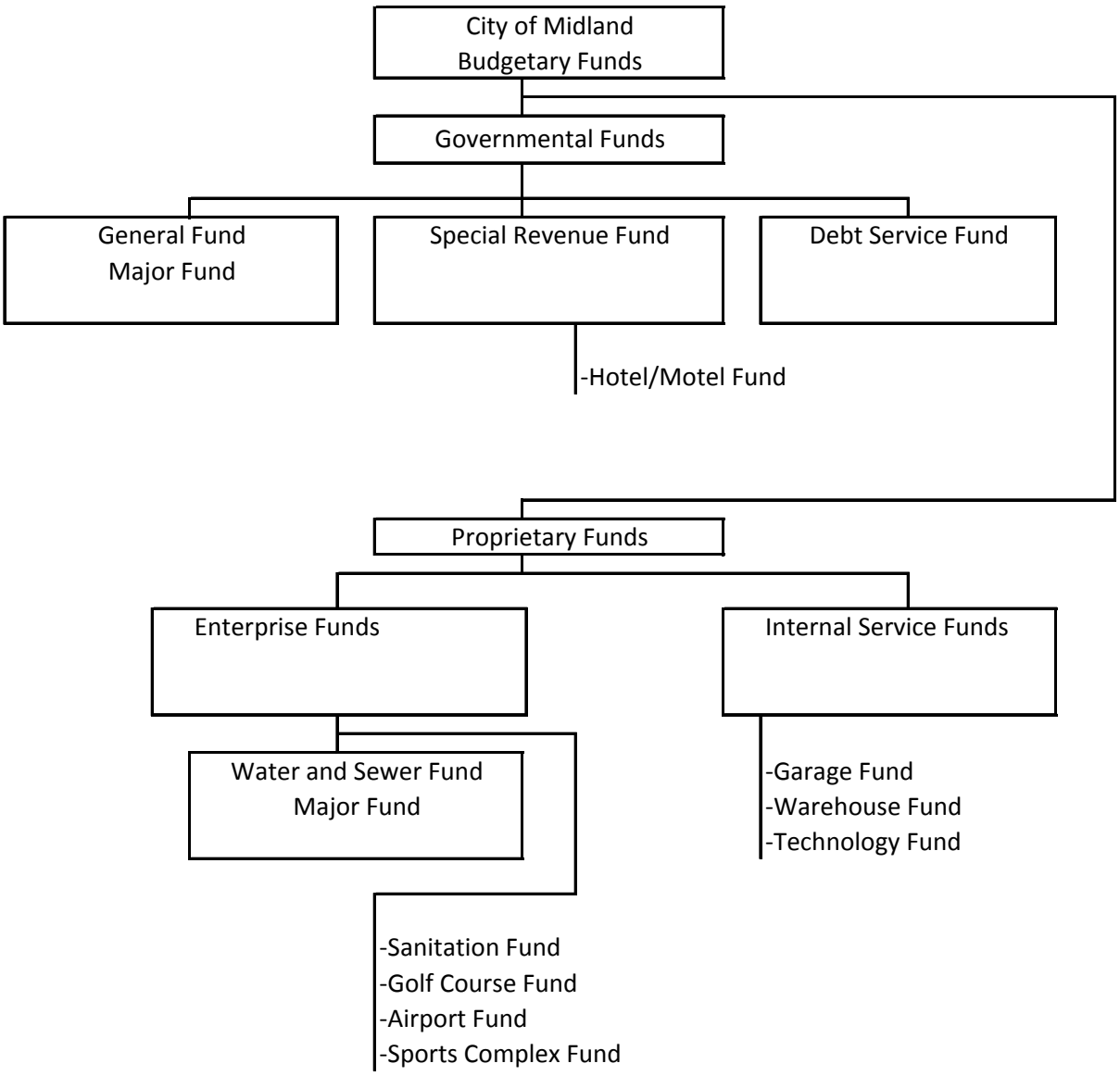
Enterprise Funds - Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The five Enterprise Funds presented in the annual budget are the Water and Sewer Fund, Sanitation Fund, Golf Course Fund, Airport Fund, and the Scharbauer Sports Complex Fund.

Internal Service Funds - Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governmental units, on a cost-reimbursement basis. There are two Internal Service Funds presented, the Garage Fund and the Warehouse Fund.

Certain nonmajor funds included in the audited financial statements are not presented in the annual budget document. These include the City's self-insurance funds, which are internal service funds, and an agency fund.

FUND STRUCTURE (continued)

City of Midland Fund Structure



Major funds represent the significant activities of the City and basically include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget

The General Fund, described on the previous page, is a major fund within the governmental funds.

The Water and Sewer Fund is a major enterprise fund that provides water and sewer services to the residents and commercial enterprises of the City and proximate area. These services include the operation and maintenance of a quality water supply system and the collection and treatment of wastewater.

BASIS OF BUDGETING

All governmental type funds, i.e., the General Fund, Interest and Sinking Fund, and the Hotel/Motel Fund are accounted for and budgeted (with limited exceptions) on the modified accrual basis of accounting, using a current financial resources measurement focus. This basis is consistent with generally accepted accounting principles (GAAP) and generally recognizes revenues when they are measurable and available and expenditures when the related liability is incurred. A more detailed description of this basis of accounting may be found in the "Procedure and Policy" section of this book.

Exceptions to the modified accrual basis for budgetary purposes are listed below:

- Interfund charges are recorded as revenue (budget) instead of other financing sources (GAAP).
- Changes in fair value of investments are not considered (budget) as opposed to being treated as adjustments to revenue (GAAP).
- The budget for projects is based on project length and does not conform to a fiscal year (GAAP).
- The budget document does not include component units and various special revenue and capital project funds incorporated into the GAAP financial statements.

Financial statements for Proprietary funds, i.e., the Water and Sewer, Sanitation, Golf Course, Airport, Scharbauer Sports Complex, Garage, and Warehouse funds, are prepared on an accrual basis of accounting using a flow of economic resources measurement focus, consistent with generally accepted accounting principles. The accrual basis of accounting recognizes revenues in the accounting period in which they are earned and become measurable and expenses are recognized in the period incurred, if measurable. Budgets for the Proprietary funds are prepared on the same basis, with minor exceptions.

Exceptions to the accrual basis for budgetary purposes are listed below:

- Capital outlay is budgeted as an expenditure in the year of purchase (budget) versus recording as an asset (GAAP).
- Debt service principal payments are recorded as an expense (budget) rather than a reduction of a liability (GAAP).
- Grants received for construction of assets are shown as revenues (budget) and not as capital contributions (GAAP).

ACCOUNTING POLICIES

I. THE FINANCIAL REPORTING ENTITY

The financial reporting entity presented in the financial statements of the City of Midland includes the primary government, the City of Midland, and its component units. Component units are legally separate organizations for which the City is financially accountable and organizations which, if excluded, would cause the City's financial statements to be misleading or incomplete. GASB Statement 14, as amended by GASB Statement No. 39, establishes the criteria to be considered in determining component units of a primary government.

These criteria are financial accountability, appointment of board members, imposition of will, financial burden on or benefit to the primary government, dependency, and accuracy and completeness of the reporting entity's financial statements. In the absence of financial accountability, if the organization is a legally separate, tax-exempt entity meeting the following criteria, it should also be discretely presented as a component unit:

A. The resources of the organization are entirely or almost entirely for the direct benefit of the City, its component units, or its constituents.

B. The City, or its component units, is entitled to, or has access to a majority of the resources of the organization.

C. The resources of the organization are significant to the City.

The Midland Football/Soccer and Baseball Complex Development Corporation (SCDC) the Midland Development Corporation (MDC), and the Midland Spaceport Development Corporation are the component units of the City and are discretely presented. The SCDC is discretely presented because it is a legally separate entity with a majority of its board appointed by the City and the City can impose its will upon the SCDC. Additionally, the City Council and the SCDC boards are not substantively the same and the SCDC does not provide services entirely or almost entirely to the City. The SCDC is a legally separate non-profit corporation organized under the Texas Development Corporation Act of 1979, Article 5190.6 Vernon's Texas Revised Civil Statutes Annotated as amended and governed by Section 4B of the Act. The purpose of the SCDC is to improve the quality of life and the public welfare of, for, and on behalf of the City by developing, implementing, providing, and financing the construction of a football-soccer stadium and baseball stadium and related infrastructure, streets, water and sewer facilities, landscaping, land acquisition, automobile parking facilities and other related infrastructure and improvements. Complete audited financial statements of the SCDC may be examined at City of Midland City Hall, 300 North Loraine, Room 320, Midland, Texas.

The MDC is discretely presented because it is a legally separate entity with a majority of its board appointed by the City and the City can impose its will upon the MDC. Additionally, the City Council and the MDC boards are not substantively the same and the MDC does not provide services entirely or almost entirely to the City.

The MDC is a legally separate non-profit corporation organized under the Texas Development Corporation Act of 1979, Article 5190.6 Vernon's Texas Revised Civil Statutes Annotated as amended and governed by Section 4A of the Act. The purposes of the MDC include, but are not limited to, keeping existing jobs and businesses in the City, expansion of current and attraction of new business to the City, providing long term employment opportunities, and other such purposes as delineated in Article 4 of the Articles of Incorporation of the MDC.

ACCOUNTING POLICIES (continued)

I. THE FINANCIAL REPORTING ENTITY (continued)

Complete audited financial statements of the SCDC and MDC may be examined at City of Midland City Hall, 300 North Loraine, Room 320, Midland, Texas.

The Midland Spaceport Development Corporation is a legally separate non-profit corporation organized under Title 12, Subtitle C1, Chapter 507 Texas statutes.

The purpose of the Spaceport Development Corporation is to develop facilities for launching or landing designated crafts and to promote or expand business enterprises and educational opportunities. The component unit is discretely presented.

II. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The basic financial statements of the City are presented at two basic levels, the government-wide level and the fund level. These statements focus on the City as a whole at the government-wide level and on major funds at the fund level whereas financial statements prior to GASB No. 34 focused on reporting by fund type. The government-wide financial statements (i.e. the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities for the financial reporting entity of the City. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

Likewise, the City is reported separately from certain legally separate component units which meet the criteria for discrete presentation as set forth in GASB Statements No. 14 and 39.

The government-wide statement of net position reports all financial and capital resources of the City and is presented in an “assets minus liabilities equal net position” format with net position reported in the order of relative liquidity. Also, assets and liabilities are presented in relative order of liquidity with liabilities which have an average maturity of more than one year separated into the amount due within one year and the amount due in more than one year.

The government-wide statement of activities identifies the relative financial burden of each of the City’s functions (Development Services, Community Service, Fire, Police, etc.) or segments (Water and Sewer, Sanitation, Golf Course, Airport, etc.) on the taxpayers by identifying direct expenses and the extent of self support through program revenues. Direct expenses are clearly identifiable expenses that can be specifically associated with a function or segment. Program revenues are revenues derived directly from the function or segment or from other sources which reduce the net cost of the function to be financed from general government revenues.

Program revenues are 1) charges to customers who purchase, use, or directly benefit from services provided by a function or segment and which are generated by that function, 2) grants and contributions restricted to operating requirements of a function or segment and, 3) grants and contributions restricted to capital requirements of a function or segment. Items such as taxes, investment earnings and non-specific grants are not included as program revenues but are instead reported as general revenues which normally cover the net cost of a function or segment. The effect of internal service fund activities in the government-wide statements is eliminated to the extent possible to avoid the effect of “doubling up” internal service fund activity.

ACCOUNTING POLICIES (continued)

II. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (continued)

Internal service funds report activities which provide goods or services to the financial reporting entity on a cost reimbursement basis. Any net profit or loss from these activities is allocated back to the function or segment that benefited from the goods or services provided based upon their proportionate benefit to the extent possible. Any residual assets of internal service funds, except the Warehouse Fund, are reported with governmental activities at the entity-wide level. Any residual assets of the Warehouse Fund are reported with business-type activities because this fund provides support predominantly to enterprise funds.

Fund level financial statements are presented for governmental funds, with a focus on major funds, proprietary funds, with a focus on major funds, and fiduciary funds, which are excluded from the government-wide financial statements because they do not represent assets which can be used to support the City's programs. A major fund is defined by GASB Statement No. 34, paragraph 76, as amended by GASB Statement No. 37, paragraph 15, as a fund meeting certain specific asset, liability, revenue, or expenditure / expense criteria relative to all funds of that type and relative to the total for all governmental and enterprise funds combined. Additionally, any fund deemed particularly important by the City may be reported as a major fund. The financial information for each major fund is presented in a separate column, with nonmajor funds aggregated and displayed in a single column, on either the governmental or proprietary fund financial statements. The fund level statements for proprietary funds also contain combined totals for all internal service funds. This information is presented in a separate column immediately to the right of the total column for all enterprise fund activity.

The focus of fiduciary funds is on net assets and changes in net assets. These funds report assets held in a trustee or agency capacity by the City for the benefit of others and cannot be used to support City activities. The City has no Trust Funds and only one Agency Fund, the Cafeteria Plan Fund. These assets are held in a custodial capacity only for the employees of the City.

III. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The government-wide statements and proprietary and fiduciary fund statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Exchange and exchange-like transactions, transactions in which the City gives or receives value and receives or gives equal value, that create revenues, expenses, gains, losses, assets or liabilities are recognized when the exchange occurs. Nonexchange transactions, transactions in which the City gives or receives value without receiving or giving equal value in exchange, that result in revenues, expenses, gains, losses, assets or liabilities are recognized in accordance with GASB No. 33, as amended by GASB Statement Nos. 34 and 36. The treatment of Nonexchange transactions is grouped in four classes based upon the principal characteristics of the transaction and reported according to those characteristics. Property taxes are recognized in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met. Capital assets are reported at historical cost and depreciated, except for inexhaustible assets such as land, in accordance with the City's depreciation policy.

Governmental fund financial statements are reported using a current financial resources measurement focus and modified accrual basis of accounting. Under the modified accrual basis

ACCOUNTING POLICIES (continued)

III. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING (continued)

of accounting, revenues are recognized when susceptible to accrual, i.e., both 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 be used to pay liabilities of the current period. In the case of property and sales taxes, available means due within the current period and collected within the current period or soon enough thereafter to be used to pay liabilities of the current period. Such time thereafter shall not exceed 60 days. Grant revenues are considered to be available if they are to be received within one year. Expenditures are generally recorded when a liability is incurred. However, expenditures related to general long term debt, compensated absences, and claims and judgments are recorded only when payment is due.

Governmental fund level revenues which have been accrued based upon the susceptible to accrual concept are:

General Fund - ad valorem taxes, sales taxes, interest and federal and state grant proceeds, except where such grants are expenditure driven and other requirements related to the grant have not been met.

Special Revenue Funds - federal and state grant proceeds and interest, except where such grants are expenditure driven and other requirements related to the grant have not been met.

Debt Service Fund - ad valorem taxes and interest.

Capital Projects Fund - interest. A deferred revenue is recorded for assessments which are not available to meet liabilities of the current period. This deferred revenue is offset against assessments receivable to present a net amount which is both measurable and available to meet the liabilities of the current period.

Proprietary fund activities are accounted for using the economic resources measurement focus and the accrual basis of accounting. This measurement focus includes all assets and liabilities on the balance sheet. Operating statements using this focus present a net total assets view of increases (revenues) and decreases (expenses) in the fund. These funds apply all applicable GASB pronouncements as well as all FASB Statements and Interpretations, APB Opinions and Accounting Research Bulletins issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

Proprietary fund operating statements distinguish between operating and non-operating revenues and expenses. Operating revenues and expenses generally are the result of providing or delivering goods or services in association with the fund's principal outgoing operations. The principal operating revenues of the City's water and sewer, sanitation, golf course, airport and sports complex fund are charges of this type. Operating expenses include the costs of administration, sales, services and depreciation, transactions resulting in operations. The principal operating revenues of the City's water and sewer, sanitation, golf course, airport and sports complex fund are charges of this type. Operating expenses include the costs of administration, sales, services and depreciation.

Transactions resulting in non-operating revenues and expenses are normally created by such items as cash flows from capital and related financing activities, noncapital financing activities,

ACCOUNTING POLICIES (continued)

III. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING (continued)

investing activities, and include most nonexchange and exchange-like revenues such as the Passenger Facility Charges (PFC) reported in the airport fund. It is the City's general policy to first use restricted assets, such as the PFC revenues, for costs which meet the resource restrictions and then unrestricted assets as needed.

The following major funds are used by the City:

A. Governmental Fund Types

1. General Fund - The principal operating unit of the City, this fund accounts for the primary activities of the City, such as police protection, fire protection, public works, maintenance of parks and general administration, which are not accounted for in any other fund.

2. Debt Service Fund - This fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

3. Other Governmental Funds - This is a summarization of all of the non-major governmental funds. Included are the following funds:

   a. Special Revenue Funds - These funds are used to account for specific revenues that are legally restricted to expenditure for a specific purpose.

   b. Capital Projects Funds - These funds account for financial resources to be used for the acquisition or construction of major capital assets other than those financed by business-type activities.

B. Proprietary Fund Types

1. Water and Sewer Fund - This fund is used to account for the operation of the City's water and sewer utility. Activities of the fund include administration, operation and maintenance of the water and sewer system, billing and collection for water and sewer services. The fund is also used to accumulate resources for certain capital projects and to meet - the requirements of bond indentures, obligations for capital leases and other long-term obligations of the system. Charges to customers, based upon rates which are reviewed on a regular basis, and investment income provide the revenue stream to finance these costs.

2. Sanitation Fund - This fund is used to account for the collection of refuse, delivery of refuse to the landfill and landfill operations. The fund is also used accumulate resources for certain capital projects and to meet the requirements of bond indentures, obligations for capital leases and other long-term obligations of the system. Charges to customers based upon rates, which are reviewed on a regular basis, and investment income provide the revenue stream to finance these costs.

ACCOUNTING POLICIES (continued)

III. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING (continued)

B. Proprietary Fund Types (continued)

3. Airport Fund - This fund is used to account for the operation and maintenance of the airfield, terminal building, parking facilities, general aviation airport, and industrial park. The fund is also used to accumulate resources for certain capital projects and to meet the requirements of bond indentures, and other long-term obligations of the airport. Charges to customers provide the revenue stream to finance operating costs, some capital projects costs, and other long-term obligations of the airport. The Passenger Facility Charge revenue, a nonoperating revenue, is used to supplement charges to customers in supporting the requirements of bond indentures and certain capital projects.

4. Scharbauer Sports Complex Fund - This fund is used to account for the operation and maintenance of the sports complex, accumulate resources for capital projects, and meet the requirements of bond indentures, obligations for capital leases and other long-term obligations of the system. Operations, maintenance costs and obligations for capital leases are financed through user charges. Revenues to provide for the retirement of long-term debt associated with the construction of the complex are provided from a contract with the Midland Football / Soccer and Baseball Development Corporation.

5. Golf Course Fund - This fund does not meet the criteria for inclusion as a major fund. However, this is the only remaining proprietary fund of the City and as such is presented in a separate column in the financial statements. This fund is used to account for the operation and maintenance of the golf course, accumulate resources for capital projects, and meet the requirements of bond indentures, and other long-term obligations of the system. All costs are financed through user charges.

C. Other Fund Types

1. Internal Service Funds - are use to report activities which provide goods or services to the financial reporting entity on a cost reimbursement basis.

2. An Agency Fund - is used to report assets which cannot be used to support City activities and are held in a trustee or agency capacity by the City for the benefit of others.

D. Non-Current Governmental Assets and Liabilities:

Account Groups, which represent the long-term assets and liabilities of the Govern-mental funds of the City, were eliminated from presentation by GASB Statement No. 34. These records are maintained by the City and are incorporated to the Governmental Activities column in the government-wide Statement of Net Assets.

ACCOUNTING POLICIES (continued)

IV. CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash and cash equivalents include any cash on hand, demand deposits, and any highly liquid investments that have an original maturity of three months or less from date of purchase. Investments in TexPool, TexStar, and LOGIC, 2a-7 like pools, are considered cash equivalents as the amounts are available on demand.

Investments, other than investments in 2a7-like pools, are recorded at fair value based upon verifiable market prices.

V. INVENTORIES AND PREPAID ITEMS

Inventories are valued at average cost. Inventories for all funds consist of expendable supplies and are recorded as expenditures or expenses, as appropriate, when consumed.

The City makes certain payments to vendors in the current year for expenses/ expenditures applicable to future accounting periods. A reserve for inventories and prepayments in governmental funds is recognized at the fund level to indicate that a portion of the fund balance is not appropriable for expenditure.

VI. RECEIVABLES, PAYABLES AND INTERFUND TRANSACTIONS

Short-term loans between funds are reported as interfund receivables in the fund making the loan and as interfund payables in the fund receiving the loan. Arms length transactions between funds for goods and services are reported as revenues in the selling fund and as expenses / expenditures in the acquiring fund. Any unpaid amounts are appropriately recorded as interfund receivables / payables. Flows of assets from one fund to another with no requirement for repayment or without an equivalent flow of assets in return are accounted for as transfers.

VII. CAPITAL ASSETS

Capital Assets are defined as a purchase or other acquisition of any equipment, facilities or other similar assets or the cost of construction of such asset the cost of which is in excess of $5,000 and has a useful life of more than one year. These assets include property, plant, equipment, infrastructure, and all other tangible and intangible assets purchased or acquired. Purchased or constructed assets are carried at historical cost or estimated historical cost. Infrastructure assets, which include streets and associated drainage, sidewalks, bridges, drainage systems, water and sewer systems, runways and taxiways, lighting systems and other similar type assets, have been recorded at historical cost for all assets acquired after April 1986. Infrastructure assets prior to April 1986 and after June 1980, were capitalized based upon estimated historical cost obtained from bond documents used to obtain financing for construction of infrastructure assets. Contributed assets are recorded at estimated fair market value at the time of acquisition.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets for business-type activities is capitalized as part of the value of the asset.

ACCOUNTING POLICIES (continued)

VII. CAPITAL ASSETS (continued)

Depreciable capital assets are depreciated using the straight-line method over the following estimated

Asset Classification	Years
Buildings	10-40
Infrastructure	20-50
Improvements other than buildings	2-50
Machinery and equipment	4-30
Other	3-15

VIII. COMPENSATED ABSENCES

The City's employees earn vacation which may either be taken or accumulated, subject to a specified maximum, until paid upon retirement or termination. For employees whose service is prior to January 1, 1985, unused sick leave is accumulated up to certain limits which are subject to specific reductions if paid in cash upon retirement or death. The City's employees are allowed to accumulate compensatory time up to a specified maximum.

The City has accrued vacation, sick leave, compensatory time and related salary payments based on the criteria set forth in GASB Statement Number 16. This liability has been accrued in the government-wide and proprietary fund statements. Governmental funds report liabilities only for the matured portion of these liabilities.

IX. FEDERAL AND STATE GRANTS

Community Development Block Grants, Texas Department of Housing and Community Affairs Home Program Grants, Federal and State of Texas Equitable Property Sharing proceeds and certain other public safety grants are accounted for within special revenue funds. Other grants and entitlements received for purposes normally financed through the general government are accounted for within the General Fund. Grant revenues are recognized when the expenditures are made and other related requirements are met.

X. LONG-TERM DEBT

General Obligation Bonds and Certificates of Obligation which have been issued to fund capital projects of the general government that are to be repaid from tax revenues of the City are reported in the government-wide statement of net position. Certificates of Obligation, secured by tax revenues, and Revenue Bonds issued to fund capital projects of proprietary funds are to be repaid with funds from proprietary fund assets and are reported in the proprietary funds section. Bonds payable are reported net of the associated premium or discount at the government-wide level and in the fund level proprietary fund statements.

The government-wide and proprietary fund level statements defer bond premiums, discounts and issuance costs and amortize these items over the life of the issue using the effective interest rate method. In the fund level statements, governmental fund types recognize these items in the current period.

ACCOUNTING POLICIES (continued)

XI. RETIREMENT PLANS

The City has two separate defined benefit retirement plans which cover substantially all employees. The Texas Municipal Retirement System provides benefits for all full-time employees who are not firefighters. The Midland Firemen's Relief and Retirement Fund provides benefits for all full-time firefighters. The City's costs for both funds are recorded on an accrual basis.

XII. INDIRECT AND CENTRALIZED EXPENSES

The City does not allocate indirect expenses among functions. The City charges proprietary type funds for "centralized" expenses, which include an administrative overhead component, provided by the General Fund. These costs are determined on an annual basis through a full cost allocation study, except in the case of the Airport Fund. Airport Fund costs are determined in accordance with Office of Management and Budget Circular A-87. However the City does not charge the full cost determined through the A-87 study to the Airport. All charges for these centralized" expenses are included in the direct expenses of the proprietary funds.

INVESTMENT POLICY

I. SCOPE

This policy is developed in accordance with the Public Funds Investment Act of 1987 as amended (the Act). This investment policy applies to all investment activities of the City of Midland. This policy serves to satisfy the statutory requirements to define and adopt a formal investment policy. This policy is to be used in conjunction with the Act to prescribe the investment activities of the City of Midland.

FUNDS INCLUDED:

All financial assets of all funds of the City of Midland, Texas at the present time and any funds to be created in the future shall be administered in accordance with the provisions of the Act and this policy. For investment purposes, all funds of the City shall be combined in a common pool, placed in a segregated fund, or placed with external manager(s), except as provided by applicable federal or state statute, City ordinance, or other law. In the common pool(s), investment earnings (losses) shall be proportionately allocated according to the source of funds.

FUNDS EXCLUDED:

None

II. STRATEGY AND OBJECTIVES

The following objectives apply to both the common pool or discrete funds. The primary investment strategy for segregation of funds from the common pool is to further insure liquidity, i.e. bond funds for capital projects. Other funds with reduced liquidity needs may be segregated for longer term investments, i.e. for bond reserve funds. Separate fund segregation may be done to satisfy other ordinance or statute provisions.

The basic strategy, to be reviewed not less than quarterly, is to concentrate the portfolio(s) with shorter average maturity in periods of rising rates and consider longer maturities as rates fall.

The strategy to maintain most of the total portfolio in the common fund is to provide greater investment flexibility and enhance liquidity compared to small individual funds.

SUITABILITY and the PUBLIC TRUST:

All participants in the investment process shall act responsibly as custodians of the public trust, and they shall avoid any transactions that might impair public confidence. Investments shall be made not for speculation but for safety of capital, liquidity, as well as the probable income to be derived, taking not only the individual transaction but the portfolio as a whole into consideration.

SAFETY:

The primary objective of the City's investment policy is the preservation of capital. Each investment transaction shall seek to avoid capital losses from securities defaults and/or erosion of market value. The market value of each investment shall be determined monthly based upon the last market day of the month from the Wall Street Journal or Bloomberg service where required. These valuations will be a part of the quarterly reports submitted annually to an independent auditor.

INVESTMENT POLICY (continued)

II. STRATEGY AND OBJECTIVES (continued)

LIQUIDITY AND MARKETABILITY:

The City's investment portfolio(s) will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements. Liquidity and marketability will be ensured by investing in securities with active secondary markets.

DIVERSIFICATION:

The City's investment portfolio(s) shall be diversified by type of investment and maturities to reduce risks resulting from undue investment concentration.

Funds held for future capital projects shall be invested in securities that can be reasonably expected to produce sufficient income to offset inflationary construction cost increases. However, such funds shall never be exposed to market price risks or default risks that would jeopardize the assets available to accomplish their stated objective, or be invested in a manner inconsistent with applicable federal and state regulations.

YIELD:

The City's investment portfolio shall be structured with the objective of equaling or exceeding the rate of return on three month U.S. Treasury Bills. The investment program shall seek to augment returns above this threshold consistent with the Strategy and Objectives and Eligible Investments identified herein.

ACTIVE PORTFOLIO MANAGEMENT:

The City intends to pursue a moderately active versus a passive portfolio management philosophy. Securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the transaction.

DELEGATION:

Management responsibility for the investment program is hereby delegated to the Treasurer of the City of Midland, or in his absence, Assistant Treasurer, or such other person specifically designated by the Treasurer. Day-to-day securities transactions will be done by the Investments Manager with coordination of the Treasurer. To insure internal control and integrity of each investment made under this policy, the City Manager, Deputy City Manager, or the City Attorney, shall review investment transactions within seven days.

The Finance and Audit Committee, composed of at least two City Council Members, the Treasurer, and the City Manager, shall meet, as a minimum, quarterly to review general investment strategies and investment results. The Finance and Audit Committee shall provide and keep minutes of its meetings relating to this investment policy. The Finance and Audit Committee shall include in its deliberations such topics as: economic outlook, portfolio diversification, maturity structure, potential risk to the City's funds, authorized brokers and dealers, and the target rate of return on the investment portfolio.

INVESTMENT POLICY (continued)

III. RESPONSIBILITY AND CONTROL (continued)

QUARTERLY REPORTS:

The Treasurer shall submit quarterly an investment report on the investment portfolio to the City Manager and Council in accordance with the Act. The report shall present the portfolio's investments including rate of return, beginning market value, additions and changes, and ending market value, and include an appendix that discloses all transactions during the past quarter.

ANNUAL REPORTS:

The Treasurer shall present an annual report of the investment program and investment activity to Council. The annual report shall include a detail of the portfolio, transactions for the year, and recommendations regarding the policy.

CONFLICTS OF INTEREST:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Manager any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City's portfolio. Officers and employees shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to the timing of purchases and sales.

IV. INVESTMENTS

ELIGIBLE INVESTMENTS:

Assets of funds of the government of the City of Midland may be invested with final stated maturities not to exceed ten years with no more than 30% exceeding seven years, except upon concurrence and written approval of the Director of Finance and City Manager in which case assets with final stated maturities of more than seven years may not exceed 50%, and dollar weighted average portfolio maturity not to exceed five years in:

1. Obligations of the United States or its agencies and instrumentalities:

    A. United States of America Treasury Securities;

    B. Farmers Home Administration ("FmHA") obligations backed by the full faith and credit of the United States;

    C. Federal Home Loan Bank ("FHLBs") obligations;

    D. Federal National Mortgage Association ("Fannie Mae" or "FNMA") obligations;

    E. Farm Credit System Obligations;

    F. Federal Home Loan Mortgage Corporation ("Freddie Mac" or "FHLMC") obligations, i.e. discount notes or debentures;

INVESTMENT POLICY (continued)

IV. INVESTMENTS (continued)

ELIGIBLE INVESTMENTS: (continued)

2. Direct obligations of the State of Texas or its agencies:

   Texas State, City, County, or School District General Obligation Bonds with a remaining maturity of ten years or less having been rated as to investment quality by Moody's or Standard and Poor's (nationally recognized investment rating firms) and having received a rating of no less than "A" or its equivalent;

3. Certificates of Deposit issued by state and national banks domiciled in this state:

   Certificates of Deposit issued by state and national banks domiciled in this state that are:

   (1) guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor; or

   (2) secured by obligations that are described in V.T.C.A., Local Government Code Sections 105.001 et seq;

4. Fully collateralized repurchase agreements having a defined termination date:

   Fully collateralized direct repurchase agreements and reverse repurchase agreements having a defined termination date of no more than ninety (90) days from the date such investment is purchased, and secured by obligations of the United States or its agencies and instrumentalities which have a market value of not less than the amount of the funds disbursed and held by a custodian for the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas;

   Any investments made with funds resulting from a reverse repurchase agreement must mature within the period of the reverse repurchase agreement.

5. Investment Pools and Money Market Mutual Funds:

   A. Investment Pools of public or private sponsorship as provided in the Act and approved by Council;

   B. Money Market Mutual Funds as authorized by the Act of both public and private sponsorship and approved by Council;

6. Other securities or obligations:

   Other such securities or obligations as authorized by State statute and approved by the City Council.

INVESTMENT POLICY (continued)

IV. INVESTMENTS (continued)

ELIGIBLE INVESTMENTS: (continued)

RATINGS

Any investment requiring a minimum rating from one of the recognized rating agencies shall be monitored for negative changes in rating that may affect the suitability of that investment for the City. Monitoring shall consist of quarterly reviews of changes in ratings by nationally recognized rating agencies. Should such an investment be negatively impacted by a change in rating to one lower than specified, such investment will be liquidated in accordance with PFIA Section 2256.021

V. SELECTION OF BANKS AND DEALERS

SELECTION PROCESS:

The City depository shall be selected through the City's banking services procurement process and in compliance with state law.

INSURABILITY:

Banks seeking to establish eligibility for the City's competitive certificate of deposit purchase program shall submit audited financial statements, evidence of Federal Insurance and other information as required by the Treasurer.

PRIMARY DEALERS AND APPROVED LIST:

For brokers and dealers, the Treasurer shall select only those dealers reporting to the Market Reports Division of the Federal Reserve Bank of New York ("Primary Government Security Dealers") and certain "secondary" dealers possessing adequate financial condition to conduct public business. All brokers and dealers must have the ability to consummate each transaction on a delivery vs. payment or equivalent basis. All brokers and dealers must be authorized by the Finance and Audit Committee, and the complete list will be reviewed and approved annually by the Committee. All brokers and dealers must comply with provisions of the Act prior to any transaction with the City.

VI. SAFEKEEPING AND CUSTODY

INSURANCE OR COLLATERAL:

All deposits and investments of City funds in bank accounts, certificates of deposit, and repurchase agreements shall be secured by pledged collateral with a market value equal to no less than 100% of the deposits or investments less amounts insured by the FDIC.

INVESTMENT POLICY (continued)

VI. SAFEKEEPING AND CUSTODY (continued)

INSURANCE OR COLLATERAL:

Evidence of the pledged collateral shall be maintained by the Treasurer or a third party financial institution. Repurchase or reverse repurchase agreements shall be limited to those brokers or dealers that have executed an agreement with the Treasurer. All repurchase or reverse repurchase agreements shall be executed on a delivery vs. payment basis, or held by a custodian for the City.

SAFEKEEPING AGREEMENT:

All safekeeping arrangements shall be in accordance with a safekeeping agreement approved by the City of Midland. The agreement shall include and clearly define the procedural steps for gaining access to the collateral should the City of Midland determine that the City's funds are in jeopardy. The safekeeping institution, or Trustee, shall be the Federal Reserve Bank or an entity not affiliated with the firm pledging the collateral. The safekeeping agreement shall include the signature of the City of Midland, the firm pledging the collateral, and the Trustee.

COLLATERAL DEFINED:

The City of Midland shall accept only the following securities as collateral:

A. FDIC insurance coverage.

B. Securities allowed under V.T.C.A., Local Government Code Sections 105.001 et seq., shall be eligible to be pledged as collateral.

DELIVERY VERSUS PAYMENT:

Obligations of the United States or its agencies and instrumentalities or other securities of Section IV shall be purchased using the delivery vs. payment method. Pursuant to such method, funds shall not be wired or paid until verification has been obtained that the correct security has been received by the City of Midland or its designated Trustee. The security shall be held in the name of the City. The Trustee's records shall reflect that the City owns such securities. In the event that the security is held by Trustee, the safekeeping receipts shall be delivered to the City Treasurer.

VII. MANAGEMENT AND INTERNAL CONTROLS

The Treasurer shall establish a system of internal controls which shall be periodically reviewed by an independent auditor. Such controls shall be designed to safeguard the City's funds from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees.

The Finance and Audit Committee will review this policy at least annually and recommend changes as needed to the Council. Council will review and approve the policy annually.

Resolution No. 2013 - 390

CASH HANDLING POLICY

I. PURPOSE

To assist all City departments by defining and communicating what is an acceptable level of control for cash-handling operations, this policy provides rules and guidance. Due to the decentralized nature of revenue collection within the City, procedures vary from location to location. Although the customer service impact of this structure is positive, the various control environments sometimes fall below what is acceptable to City management.

The objectives of this policy are to set forth minimum standards to ensure clear and consistent practice within the City for the handling of cash and for limiting not only the City's losses, but also the City's involvement in investigations of losses of funds. This policy will serve to standardize a sound system of cash controls within the City as well as to provide guidance to departments on improving cash handler skill and accountability. Overall compliance with this policy will allow the City to prevent or detect losses related to cash handling and to assign responsibility to an individual in a timely manner in order to minimize losses.

Further, the ability to ascertain individual accountability for each loss will reduce the impact of failing to protect honest employees from unnecessary suspicion. A sound system of cash controls should protect and support employees who do their job with integrity. Employees not involved in cash errors and/or irregularities deserve to work in an organization that insists on a control system that can show their innocence when errors and/or irregularities do occur.

Specifically, this policy is designed to avoid the following types of circumstances:

- A loss or losses of funds,
- An inability to detect missing funds,
- Detection of missing funds when recovery is no longer possible,
- An inability to determine who is responsible for a loss or losses, or
- An inability to investigate losses.

II. RESPONSIBILITIES

Cash received by the City should be guarded carefully. Each employee, from a front-line cash handler to a Department Manager, is expected to demonstrate a positive attitude in protecting the assets of the City. A clear responsibility lies with management to install and maintain a cash-handling control system that will prevent, detect, or deter fraud.

A. DEPARTMENT MANAGERS HAVE THE RESPONSIBILITY TO:

1. Ensure the safeguarding of City funds.
2. Require clearly written and approved procedures for all areas of their department's cash-handling operation.
3. Ensure that procedures in place in their departments comply with this policy and to assume accountability for exceptions to and deviations from this policy.

CASH HANDLING POLICY (continued)

II. RESPONSIBILITIES (continued)

A. DEPARTMENT MANAGERS HAVE THE RESPONSIBILITY TO: (continued)

4. In the event of a loss, assure compliance with the procedures detailed in the City's administrative bulletin on reporting fraud.

B. CASH HANDLERS HAVE THE RESPONSIBILITY TO:

1. Use due diligence in handling City assets so that reasonable protection is provided to those assets at all times.

2. Report to their departmental management, or to the City Manager's Office, any instance which is deemed to be a serious failure to give proper care to cash, securities, or other valuables whether or not such failure has resulted in a loss.

3. Report to their departmental management, or to the City Manager's Office, any instance where a City employee has knowledge or suspicion of a defalcation or dishonest act by another City employee.

C. OFFICE OF THE CITY AUDITOR HAS THE RESPONSIBILITY TO:

1. Conduct whatever investigations or cash control reviews that are necessary.

2. Coordinate and collaborate with Midland Police Department where appropriate.

3. Review the policies and procedures of departments documenting exceptions to and deviations from this policy.

4. Upon request, assist departments with developing controls to mitigate the potential effects of exceptions or deviations from this policy.

III. DEFINITIONS

A. Cash handling - As used in this policy statement, describes the receiving, transmitting, safeguarding, and depositing of all funds of any type received by the City.

B. Cash handler - As used in this policy statement, denotes any employee whose job description includes responsibility for receiving, transmitting, safeguarding, and/or depositing of City funds of any type.

C. Cash Over/Short - A cash handler is short when an unintentional collection error is made, i.e., does not obtain physical custody of money or a change-making error. A cash handler is over when too much money is collected and the excess cannot immediately be returned to the customer.

D. Loss of City money results when a cash handler obtains physical custody of money and then, due to negligence, an act of God (such as fire or flood), or a theft cannot deposit that money with the City. Leaving City money unattended and not property safeguarded is an example of cash handler's negligence that could result in a loss.

CASH HANDLING POLICY (continued)

III. DEFINITIONS (continued)

E. Dual control describes processing where two individuals have responsibility for funds. The underlying theory is that the two individuals can vouch for each other's action. Theft is less likely in operations with dual control since it would require the complicity of two individuals.

One type of dual control is demonstrated when a safe requires two combinations or a combination and a key to open. When the combinations or combination and a key are assigned to two individuals, access requires dual control. In this circumstance, a vault or safe could not be opened without two people being present.

F. Single control occurs when an individual is solely responsible for funds. Since only one person has access to the funds, that one individual can be held accountable in the event of a loss.

If funds are under single control, they must not be accessible to others. Therefore, if a safe accessed by multiple cash handlers is used for overnight storage of funds under single control, those funds must be secured separately within the safe. This ensures that individuals with access to the safe do not also have access to the single-controlled funds.

G. Segregation of duties ensures that no single person handles a transaction from beginning to end. If possible, the following four basic functional categories should be performed by different people within a cash-handling operation:

1. Authorization or approval of transactions,

2. Recording of transactions,

3. Custody of funds, and Segregation of duties ensures that no single person handles a transaction from beginning to end. If possible, the following four basic functional categories should be performed by different people within a cash-handling operation

4. Monitoring to ensure compliance with control procedures.

If one person does perform two or more of these functions, there is no independent check for mistakes, and errors and/or irregularities are very likely to go undiscovered for long periods. If it's not practical to maintain strict segregation of duties due to a limited staff size, then add other control measures. Additional control measures include rotation of duties among personnel and stricter supervision to include special spot checking of a cash handler's work.

IV. CONTROL STANDARDS FOR CASH-HANDLING

A. Procedures should be in place which will ensure that all payments received are processed and that any payment may be traced from initial receipt to final disposition. Each cash-handling operation shall include the following controls, as appropriate;

1. Maintain strict control over all receipts.

2. Use receipts, either manual or cash register generated, for all intakes of money.

CASH HANDLING POLICY (continued)

IV. CONTROL STANDARDS FOR CASH-HANDLING (continued)

A. Procedures should be in place which will ensure that all payments received are processed and that any payment may be traced from initial receipt to final disposition. Each cash-handling operation shall include the following controls, as appropriate; (continued)

3. At a minimum, when issuing manual receipts, use triplicate receipts to allow for a customer copy, cash-handler copy, and a copy that remains in the manual receipt book.

4. Have a space indicating mode of payment of manual receipt forms.

5. Be sure that receipts are signed or initialed by the person issuing. Receipts generated by a cash register should also indicate the person issuing.

6. Encourage all customers to obtain receipts for their payments.

7. Have a separate cash box/ drawer / register for each person taking in money. Funds accepted by cashiers should be under single control of the cashier. Shared drawers or cash registers accessed by more than one individual are not acceptable. Tellers should have sole access to their funds.

8. Maintain strict control over the access to funds. Never leave cash or checks unsecured.

9. Place a restrictive endorsement on checks at the time of receipt.

10. Use change funds for making change only No checks of any type may be substituted for cash. Except when appropriately authorized based on City policy **SUBSTITUTING or CASHING OF CHECKS USING CITY CASH IS STRICTLY PROHIBITED**. There are currently two authorizations for the substitution of checks for cash:

    a. City of Midland Credit Union checks for $50.00 or less may be cashed at the Central Cashiers' Office based upon the availability of funds in the Central Cashiers' Office.

    b. City of Midland checks issued to replenish petty cash funds may be substituted for cash in a deposit to replenish the petty cash fund.

11. Departmental policy should set the amount of cash which any one cash handler may hold (may be based on a percent of normal daily transactions). When funds at a cash handler's work station exceed this amount, an additional deposit or transfer of funds to a safe should be made.

12. In an environment where a cash register is used, the cash handling supervisor should understand register capabilities and limitations. Cash registers should be in good repair with all mechanical controls fully functional.

CASH HANDLING POLICY (continued)

IV. CONTROL STANDARDS FOR CASH-HANDLING (continued)

A. Procedures should be in place which will ensure that all payments received are processed and that any payment may be traced from initial receipt to final disposition. Each cash-handling operation shall include the following controls, as appropriate; (continued)

13. Mail Processing Controls

Proper management of mail collection is particularly important because the person making the payment is not present, and no receipt is issued at the time of collection. Until control over the receipt of mail payments is established, mail processing shall be performed under dual control. At a minimum:

a. Mail should be opened daily to expedite processing of payments received.

b. Mail should be worked independently of over-the-counter receipts.

c. Checks should be restrictively endorsed as soon as possible after being opened.

d. Procedures should be established to describe how payments which can not be accounted for upon receipt should be handled, i.e., utility payment received without an accompanying utility bill or a parking fine paid without an accompanying ticket.

B. SAFEGUARDING FUNDS

Strict control must be maintained over the access to funds at all times. Dual control over the processing and storage of all cash funds should be used, where practical. It is the City's policy that access to vaults and safes shall be limited and the following controls over the processing and storage of all cash funds should be used, where practical.

1. Individuals handling cash should be provided separate and secure work areas. When single control over cash is expected, each individual should be provided space to achieve single control.

2. Private areas should be provided for cash reconciliation and deposit preparation. Only authorized individuals should be allowed in cash-handling areas.

3. Physical facilities for any cash handling operation should be inspected by the Midland Policy Department and reasonable efforts made to comply with suggestions for improved safety.

4. Each cash handler is responsible to see that their cash drawer, cash bag, or cash box is locked when they leave their station. No funds are to be left unattended and unsecured.

5. During non-business hours and during business periods where access to cash is not required, all funds are required to be stored in a locked vault, safe or approved cash storage drawer.

CASH HANDLING POLICY (continued)

IV. CONTROL STANDARDS FOR CASH-HANDLING (continued)

B. SAFEGUARDING FUNDS (continued)

6. Safes, vaults, or storage drawers should be positioned so that they are not visible to the general public. Partitions, rugs, or barriers should be positioned to hide cash storage receptacles.

7. Vault combinations should be limited to the smallest number of individuals practicable, given the business needs of the work unit.

8. Vault or safe combinations should never be written down in the cash-handling area. Safe combinations held by individuals who serve as back up to the everyday users of the safe, who may need to write down this combination, should keep the combination offsite of on their person.

9. When an individual who knows the vault or safe combination leaves the City employment, the safe combination should be changed promptly.

10. Cash handlers are to be in sole possession of their cash drawer, cash bag, or cash box key.

11. Duplicate keys will be placed in a locked key box under dual control.

12. It is the cash handler's responsibility to immediately notify their supervisor in the event a key is lost. No replacement key will be made, but the lock on the cash receptacle in question is to be promptly replaced.

C. TRANSFERRING AND/OR TRANSPORTING FUNDS

It is the City's policy to require witnessed cash counts and reconciliation's whenever City funds change hands. Whether transferring funds between cash handlers within a work unit or transporting funds between locations, individual accountability can only be maintained by protecting the chain of custody.

1. A cash count and reconciliation will occur whenever City funds change hands

2. Whether transferring funds between cash handlers within a work unit or transporting funds between locations, never allow the relinquishing custodian of the cash to leave before the receiving custodian has completed a cash count and reconciliation.

3. Both the relinquishing and receiving custodian of the cash will sign off on the cash count and reconciliation to complete the transfer of funds.

4. Transfer of funds between locations or units should be performed under appropriate security. Regular cash deposits in excess of $1,000 will be transported between departments to the City cashiers or between departments and the bank by armored car if possible.

CASH HANDLING POLICY (continued)

IV. CONTROL STANDARDS FOR CASH-HANDLING (continued)

C. TRANSFERRING AND/OR TRANSPORTING FUNDS (continued)

5. All transports of cash between locations will be made in locked transport bags or sealed bank security bags. Couriers will not have keys to the transport bags; only the sending and receiving units will have keys.

D. RECONCILING AND DEPOSITING FUNDS AND RECORDING TRANSACTIONS

1. Any daily funds or accumulation of funds in excess of $500 must be deposited daily. At a minimum, weekly deposits must be made even when the weekly accumulation of funds does not exceed $500.

2. In an environment where a cash register is used, the cash handler's supervisor should maintain in his/her possession, and be responsible for, the key used to produce a cash register "Z" tape required to close out the register.

3. The cash handler’s supervisor should ensure that the full "Z" tape sequence is accounted for in cash-handling environments where cash registers are used. Cash register "Z" tapes are sequentially numbered and maintain a running total of all transactions on the cash register. An unaccounted for "Z" tape may indicate a missing deposit.

4. Each cash handler should reconcile on a daily basis. A formal reconciliation should be prepared by the cashier and then approved by a supervisor. A supervisor's review should confirm that the amount of cash indicated on the reconciliation is accurate. Furthermore, the supervisor should ensure that the total receipts equal the cash totals. Finally, the supervisor should review and approve voids.

5. The cash-handling and accounts receivable functions should be separate.

6. Independent of the cash-handling operation, periodic reconciliation of bank accounts should be performed and reconciling items should be identified. Management information reports should be prepared and submitted to department management to ensure that all reconciling items are appropriately resolved.

7. Cash receipts documents should be prepared promptly and should be dated the same day as the funds are deposited in the bank. Additionally, the documents should be forwarded to the Finance Department or Central Cashiers’ Office for prompt recording to the general ledger.

E. HIRING, TRAINING, AND EVALUATING CASH-HANDLING POSITION.

1. Minimum Hiring Qualifications:

   An individual may not serve in a City cash-handling capacity with criminal history record information that reveals a recent (within last five years) and relevant (theft conviction of any kind) conviction.

2. Cash-Handling Training - All individuals required to handle City funds should be properly trained to do so.

CASH HANDLING POLICY (continued)

IV. CONTROL STANDARDS FOR CASH-HANDLING (continued)

F. WRITTEN ROBBERY PROCEDURES

1. Each area handling cash should have written procedures for use should a robbery take place. Cash handlers should be instructed in how to act during and after a robbery to ensure their safety and that of co-workers.

2. Each department should consult with Midland Police Department on the development of robbery procedures for their cash-handling environment.

G. RECORD RETENTION REQUIREMENT

1. According to the Local Records Retention Schedule of the Texas Local Government Code, cash collection sites are required to retain records pertaining to cash handling for three years after the close of each fiscal year.

PURCHASING POLICY

1. OBJECTIVE

To Govern goods and services expenditures incurred by the City of Midland for authorized City business.

2. CONFLICT WITH CHARTER

Where any conflict exists between the Purchasing Policy and the City of Midland Charter, the City Charter shall govern.

3. ORGANIZATION OF PURCHASING DIVISION

There is hereby established in the Department of General Services, the Division of Purchasing, the head of which shall be the City Purchasing Manager. The City Purchasing Manager shall be appointed by the Director of General Services subject to approval of the City Manager, and shall receive such salary as is duly appropriated therefore.

4. DEFINITIONS

A. EMERGENCY

A case of public calamity caused by fire, flood, storm or other natural disasters or acts of God, or other emergency cases created by unforeseen damage to public property or equipment.

B. DELEGATION OF AUTHORITY

A written document granting limited authority to an individual to carry out certain purchasing activities on behalf of the City following the procedures, policies, statutes and/or guidelines set forth herein.

1. The delegation is generally limited to the use of Purchasing Cards, Departmental Purchase Orders, Departmental contracts and petty cash.

2. Persons exceeding their authority can be held personally liable for commitments made which are beyond their scope of authority, or that are non-compliant with policies.

C. RFB - REQUEST FOR BIDS

A solicitation for price and delivery of specified goods or services that has a scheduled receipt date and place. The process may be Formal or Informal.

1. FORMAL SEALED BID

Formal sealed bids are those that are for an amount at or above the statutory Sealed Bid Limit and are advertised, posted and sent out to solicit bids that will be returned in a sealed envelope and opened at a specified time and place. In addition, bids may be received by electronic means (procurement software, facsimile or e-mail) as long as systems are in place that prevents viewing before the specified bid

PURCHASING POLICY (continued)

4. DEFINITIONS (continued)

C. RFB - REQUEST FOR BIDS (continued)

1. FORMAL SEALED BID (continued)

opening date and time or as otherwise allowed by Chapters 252 and 271 of the Local Government Code. Current statutory sealed bid limit is $50,000.00.

2. INFORMAL SEALED BID

Informal sealed bids are those that are sent out to solicit bids that will be returned and opened at a specified time and place. They may or may not be posted and advertised at the Purchasing Manager's discretion. In addition, bids may be received by electronic means (procurement software, facsimile or e-mail) as long as systems are in place that prevents viewing before the specified bid opening date and time.

D. RFP - REQUEST FOR PROPOSALS

This is a formal solicitation used primarily for specified goods or services for which the requirements are not easily determined and may not result in an "apples to apples" comparison of the offers. See Request for Proposals on page 16.

E. RFQ - REQUEST FOR QUALIFICATIONS

A solicitation necessary to comply with the Professional Services Procurement Act. The solicitation shall be made to secure professional services within the scope of the practice, as defined by state law, of:

accounting;
architecture;
landscape architecture;
land surveying;
medicine;
optometry;
professional engineering
real estate appraising; or
professional nursing.

See PP - 107.5 of the Purchasing Manual for more information on the use of an RFQ and securing Professional Services.

F. RFI - REQUEST FOR INFORMATION (RFI)

This may sometimes be the first step in an RFP process. The solicitation is to extract or "mine" information concerning the product or service being sought. Most times this will be a High Technology product. This process may or may not solicit pricing as part of the solicitation. If pricing is considered, it would be only of a budgetary interest, since a follow-up process would be an actual Request for Bids or Request for Proposals.

PURCHASING POLICY (continued)

4. DEFINITIONS (continued)

G. POST & ADVERTISEMENT

Posting of bids is the placement of a copy of the bid in a noticeable place where prospective bidders may view the bid requirements. Advertising is placement of a legal notice in the local newspaper and on the City's web page. Web page posting is not mandatory.

H. TCOPA - TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

The Texas Procurement and Support Services Cooperative Purchasing Program (State of Texas CO-OP) allows local governments to use the state's purchasing power by participating in state contracts. And using these services through the State of Texas CO-OP will meet competitive bidding requirements.

I. PURCHASING CARD PROGRAM

The Purchasing Card Program facilitates small purchases of up to and including $1,000 through the use of a Procurement Card (a credit card for business purchases.) (See P-104, Purchasing Card Policy and PP-104 - PP-104.3 for information concerning the use of the Purchasing Card Program)

5. SCOPE OF AUTHORITY AND DUTIES OF THE PURCHASING MANAGER

A. SCOPE OF AUTHORITY

Whereas the Midland City Code at Title I, Chapter 5, Section 5(J) bestows upon the City Manager certain duties and authorities for the purchase of goods and services for the City, and permits the City Manager to delegate those duties and authorities,

1. The City Manager hereby delegates to the Director of General Services the authority and it shall be his or her duty to purchase, or contract for all supplies, materials, equipment and contractual services needed by any and all departments of the City.

2. The Director of General Services in turn delegates these duties and responsibilities to the City Purchasing Manager.

3. Departments have no authority to order directly from, or in the absence of permission from the City Purchasing Manager, to negotiate with salesmen.

<u>Sales people who solicit business from Department Managers are to be referred to the Purchasing Office.</u>

B. DUTIES OF THE PURCHASING MANAGER

Under the general supervision of the Director of General Services and the City Manager, it shall be the duty of the Purchasing Manager:

PURCHASING POLICY (continued)

5. SCOPE OF AUTHORITY AND DUTIES OF THE PURCHASING MANAGER (continued)

B. DUTIES OF THE PURCHASING MANAGER (continued)

1. Policy Enforcement: To observe and enforce the policies herein outlined and all related regulations.

2. Encourage Competitive Bidding: To discourage, so far as practical, any procedure other than purchasing by competitive bid, either formal or informal.

3. Buy Goods Made in USA: Purchase goods made in the United States when it is possible to obtain suitable and satisfactory materials, supplies, and equipment at fair and reasonable prices.

4. Maintain Ethical Behavior: To conduct the Purchasing Office in such a frank and open manner that bidders may be confident of the fairness of all awards and thus be encouraged to continue to furnish competitive bids so that the City shall secure the best service or articles of the highest quality at the best price at all times, meeting the intent of the Principles and Standards of Purchasing Practices published by the Institute of Supply Management (ISM), formerly known as the National Association of Purchasing Management (NAPM). See ***P-050 Conflict of Interest*** and ***P-060 Ethics*** for an in-depth discussion of this area of interest.

   All individuals performing any portion of the Purchasing Function shall adhere to these standards.

5. Investigate Possible Criminal Acts by Vendors: To investigate the possibility of collusion in cases of repeated bids or repeated awards to the same vendors. To investigate any instance where a conflict of interest may exist.

6. Maintain Records: To maintain a record of all bids, quotations, contracts, vendor and commodity lists, requisitions, policy documentation, policies and purchases for periods as prescribed by the official Records Retention schedule as published by the City Secretary's office and summarized as follows:

Purchase Orders, Requisitions, Bid Requests:	End of FY + 3 years
Contracts for services, Purchase Agreements, Vendor 1099 information	4 years after terms of agreements are fulfilled
Policy Documentation files, Policy statements, Total Cost Bids	End of FY + 5 years or until equipment is sold, whichever is longer
Vendor and Commodity Lists, State Contracts	Until Superseded

7. Maintain Commodity Classifications: To prepare a classification of commodities and commodities by vendor for use in selecting vendors and preparing bid requests.

8. Specification Preparation: To prepare specifications where practical, governing purchases of various items, and to submit such specifications to the City Manager for his approval or the approval of the City Council, as the case may be.

PURCHASING POLICY (continued)

5. SCOPE OF AUTHORITY AND DUTIES OF THE PURCHASING MANAGER (continued)

B. DUTIES OF THE PURCHASING MANAGER (continued)

However, when it is proposed to purchase articles of a technical or scientific nature, or for special use, the head of the requisitioning department shall submit specifications to the Purchasing Manager for review and enhancement where necessary, or detailed information for specification preparation, and in the event of disagreement between a Director and the Purchasing Manager regarding those enhancements, the matter shall be determined by the Director of General Services or City Manager.

9. Inspection & Testing: To provide for and/or require inspection and appropriate testing for goods delivered on purchase orders and make sure that inferior or unsatisfactory articles are rejected.

10. Warehousing: To anticipate the needs of departments and to work with the Warehouse Division to maintain an adequate supply of articles or commodities for general use in the City Warehouse or contract for same.

11. Optimize Procurements: Upon submittal of the annual budget by the City Manager, to ascertain what and when special purchases are contemplated; to be prepared to buy the same, or order for deferred delivery and payment, so as to take advantage of the best price and terms.

12. Delegation of Responsibility: If, under any circumstances, the Purchasing Manager delegates in writing to another employee of the City to carry out any purchase transaction, it will be understood that such delegation of authority carries with it the responsibility to carry out those transactions fully in accordance with this policy and the understanding that the Purchasing Manager has full authority to revoke those privileges for non-compliance with the Policy.

6. ESTIMATES

All departments of the City shall file with the Purchasing Manager detailed estimates of their requirements of supplies, materials, equipment and contractual services in such manner, at such time, and for such future periods as the City Purchasing Manager shall prescribe. This shall, in no way, prevent any department from filing with the City Purchasing Manager at any time, a requisition for supplies, materials, equipment or contractual services, the need for which was not foreseen when the detailed estimates were filed.

PURCHASING POLICY (continued)

7. APPROVAL OF PLANS & SPECIFICATIONS/AUTHORIZATION TO ADVERTISE FOR BIDS:

A. ALL PURCHASES & CONTRACTS - excluding Public Works

Budgeted: $0 to $25,000 - By Director of General Services
$25,000 to $50,000 - By City Manager
$50,000 or more - by Council

Non-budgeted: Under $50,000 - By City Manager
$50,000 or more - By City Council

B. PUBLIC WORKS CONTRACTS

Budgeted: $0 to $25,000 - By Director of General Services
$25,000 to $50,000 - By City Manager
$50,000 or more - by Council

Non-budgeted: Under $50,000 - By City Manager
$50,000 or more - By City Council

8. REQUISITIONS

A. SOURCE OF FORMS:

Each Department shall request purchases on requisition forms issued by the Purchasing Manager's office or electronically through the designated procurement software.

B. REQUISITION APPROVAL:

Each requisition shall be signed or electronically signed by the Division Manager and operating executive or Director in charge of the department issuing the requisition.

C. DESCRIPTION/SPECIFICATION:

Each Department submitting a requisition shall specify in full upon the requisition, the article or service desired in such terms as to make all specifications as open to competition and as least restrictive as possible. Every effort must be made such that the stated specifications provide adequate competition among as many bidders as possible.

The use of brand name and model is acceptable with the statement "or equal meeting the following minimum specifications"; then, a specification listing the important features or requirements that are required to provide the desired level of functionality and or service.

D. REQUIREMENT FOR REQUISITIONS OR DEPARTMENTAL PURCHASE ORDERS AND PURCHASING CARD RECEIPTS:

Requisitions or Departmental Purchase Order's or Purchasing Card Receipts for purchases up to, and including $1,000, are required for the purpose of controlling records, and payment advice even though the Purchasing Division may not have made the purchase.

PURCHASING POLICY (continued)

8. REQUISITIONS (continued)

D. REQUIREMENT FOR REQUISITIONS OR DEPARTMENTAL PURCHASE ORDERS AND PURCHASING CARD RECEIPTS: (continued)

1. Routing of Requisitions: All requisitions should be forwarded to the Finance Department for certification of funds and then to the Purchasing Manager in sufficient time to permit careful purchasing of the consolidated requirements of all departments of the City

2. Capital Outlay Requests: When required by the Capital Asset Acquisition & Management Policy, the Capital Outlay Request shall be completed and attached to the requisition. In addition, a Request for Asset Disposition Authorization shall be attached for items being replaced. (See Asset Disposition Procedure PP-110)

3. Requisition Scheduling: The Purchasing Manager may announce a schedule of dates or periods during which routine requisitions will be accepted.

4. Splitting of Orders: No splitting of orders is permitted as an evasion of the policy prescribed by Statute, Charter, Ordinance, or Administrative order. Penalties for violation are stated in ***Employee Responsibilities*** on page 20.

5. Budget Transfers: When funds are not specifically provided for in the appropriate expense classification, but are available in another expense classification in the current budget, the appropriate budget transfers shall be made through the use of the forms and procedures as provided by the Finance Department before submitting the requisition to the Purchasing Division.

6. Requisitions are Subject to Budgetary Control: Therefore requisitions shall have been certified by the Finance Department as to the availability of funds prior to receipt by Purchasing; and no purchase order involving an amount in excess of $1000 shall be issued unless and until the requisitions have been so certified, or in case of an emergency as stated herein.

7. Need for Correct Dollar Amounts: Where possible, requisitions and departmental purchase orders shall state the correct amount involved, to enable the City to know exactly where it stands in the matter of encumbrance of funds.

8. Document Review: The Purchasing Manager is required to review all requisitions for completeness of description and other essential information. He/she will have the authority for the following:

   a. Inventory Items: Remove any item from the requisition that can be supplied from the central storeroom or municipal warehouse.

   b. Request Explanations: Question an item and require an explanation in writing from the Director of the requesting department. If resolution of the question cannot be accomplished with such Director, the matter shall be referred to the Director of General Services who will resolve the conflict or refer it to the City Manager for resolution.

PURCHASING POLICY (continued)

9. PROCEDURE FOR SECURING BIDS AND MAKING AWARDS

To provide control and safeguards proportionate to the value involved, purchase transactions are divided into six categories as follows:

A. FUELS: Fuels shall be purchased on an as needed basis.

1. Verbal, or fax bids shall be taken from as many bidders as practical each time.

2. Award shall be made on a low total truckload bid.

3. In a to bidding the qualified major distributors and or producers, bids shall be sought from vendors listed on the Texas Comptroller of Public Accounts, list of Historically Underutilized Businesses (HUB's) (see ***HUB's*** section 9E for further discussion) for Midland County as they become registered, in accordance with statutory requirements. This list is available on the Texas Comptroller of Public Accounts website.

B. SERVICES, REPAIRS OTHER THAN THOSE MADE TO VEHICLES AND OR EQUIPMENT: In order to verify that all contract, insurance and/or applicable statutory requirements are met.

1. ALL requisitions and specifications or statement of work or any procurement of services, repairs or other labor intensive work of amounts over $3,000 shall be forwarded to the office of the Purchasing Manager for bidding and processing.

2. For amounts of $3,000 and less, a Departmental Contract may be used. Compliance with all contract requirements shall be maintained including, but not limited to solicitation of bids, and insurance requirements.

C. COMMODITY PURCHASES OF $1,000.00 OR LESS: Commodity purchases of $1,000 or less may be made by: the Director, Division Manager, or authorized representative with written delegation from the Purchasing Manager by using the City of Midland Purchasing Card (See the Purchasing Card Policy for complete information), or Departmental Purchase Order form provided:

1. <u>Inventoried Items</u>: Items that are needed and are not available from Central Stock Room or Municipal Warehouse, may be purchased using a Departmental Purchase Order or Purchasing Card (preferred).

2. <u>Compliance with Parole Evidence and Statute of Frauds</u>: Departmental Purchase Order document must be given to each vendor at time of purchase. The exception to this provision is the use of the Purchasing Card, which precludes the issuance of a written order. (Ref: Business & Commerce Code; Title 1: Uniform Commercial Code; Chapter 2: Sales; §2.201 statute of Frauds; and §2.202: Parole or Extrinsic Evidence).

PURCHASING POLICY (continued)

9. PROCEDURE FOR SECURING BIDS AND MAKING AWARDS (continued)

C. COMMODITY PURCHASES OF $1,000.00 OR LESS: (continued)

3. Competitive Bids Under $1,000: The need for securing competitive bids under $1,000 shall be at the discretion of the USER. However, the user should be cognizant of the ever-present opportunity to save tax dollars by taking bids. When bids are taken, they shall be kept with the user copy of the Purchase Order or Purchasing Card Receipt and done in accordance with the instructions on the reverse side of the department copy of the $1,000 Purchase Order or Purchasing Card Policy.

4. Record of books Issued: The Purchasing Office shall maintain a record of issued Departmental Purchase Order and Contract books and to who issued.

5. User Records: User department shall retain the department copy of all Departmental Purchase Order forms for a period of at least two years or as otherwise required by the records retention schedule.

6. Capital Outlay/Asset Disposition: When required by the Capital Asset Acquisition & Management Policy, the Capital Outlay Request shall be completed and forwarded to Accounting. In addition, a *Request for Asset Disposition Authorization* (for more information on Asset Disposition see procedure PP -112) shall be forwarded to the Purchasing Office for items being replaced.

D. PURCHASES IN EXCESS OF $1,000.00 AND UP TO $3,000.00

1. Determination of the Most Advantageous Bid: The City Purchasing Manager or User shall secure verbally, by telephone, e-mail fax or letter, as he may determine, three or more proposals/bids. The City Purchasing Manager shall determine the most advantageous bid or reject any and all bids.

2. Less Than Three Bids: In situations where it is impossible to obtain three bids, the Director of General Services may approve recommendation of the most advantageous bid for the City from the bids that were obtained, or reject any or all bids received.

3. Suspension of Bidding: The City Purchasing Manager, with the approval of the Director of General Services, may dispense with bidding if it is not to the advantage of the City to secure bids.

4. Purchase Approval: The final approval for purchase for this range is made by the Purchasing Manager.

5. Emergency Purchases: In case of an emergency as defined in ***Emergency*** under ***definitions*** on page 1, the Director, Division Manager, or his authorized representative may have discretion to make such purchases or obligations as necessary.

   a. ALL such actions shall be documented on a standard requisition and supported by memo, which completely explains the nature of the emergency.

PURCHASING POLICY (continued)

9. PROCEDURE FOR SECURING BIDS AND MAKING AWARDS (continued)

D. PURCHASES IN EXCESS OF $1,000.00 AND UP TO $3,000.00 (continued)

5. Emergency Purchases: (continued)

b. This documentation will be submitted to the Director of General Services within two working days and such action shall be approved by the Director of General Services.

E. PURCHASES OF $3,000.00 AND OVER, UP TO THE CURRENT STATUTORY LIMIT REQUIRING ADVERTISEMENT FOR SEALED BIDS.

HUBs - Historically Underutilized Businesses: Effective September 2007, legislative changes in the bidding statutes require that any solicitation under the sealed bid limit as specified in Chapters 252 or 271 of the Local Government Code, but over $3,000 shall include at least two (2) inquiries to **H**istorically **U**nder-utilized **B**usinesses or **HUB**'s on a rotating basis within the jurisdiction's County.

These companies are certified through the Texas Comptroller of Public Accounts (TCOPA) and subsequently listed on the Texas Comptroller of Public Accounts Website. Furthermore, if there are no certified vendors listed, the requirement is subsequently nullified. In order to assure compliance, the following requirements have been implemented.

Purchasing staff will comply with Texas Local Government Code Sec. 252.0215. COMPETITIVE BIDDING IN RELATION TO HISTORICALLY UNDERUTILIZED BUSINESS. A municipality, in making an expenditure of more than $3,000 but less than $50,000, shall contact at least two historically underutilized businesses on a rotating basis, based on information provided by the comptroller pursuant to Chapter 2161, Government Code. If the list fails to identify a historically underutilized business in the county in which the municipality is situated, the municipality is exempt from this section.

1. Purchasing Takes Bids. Bids shall be invited upon such specifications as have been previously approved. A requisition, specifications and/or complete descriptions by the initiating department will be processed through the Purchasing Office. All bids for purchases in this range shall be obtained by the Purchasing Office, except as otherwise specifically approved by the Purchasing Manager.

2. Bid Format: Bids shall be requested by e-mail, fax or letter. Sealed bids may be issued at the discretion of the Purchasing Manager. The Solicitation may be advertised and/or posted at the discretion of the Purchasing Manager. Bids will be posted on the internet via the City's procurement software. Irrespective of the method used to solicit bids, all bids received shall be held in strictest confidence until the bids are opened in accordance with the request for bids.

3. Bid Receiving Address: The bids shall be received in the office of the Purchasing Manager and opened (as applicable) at the time and place designated by him or her. The Purchasing Manager along and in cooperation with the requisitioning Director(s) shall determine the most advantageous bid or any and all bids may be rejected.

PURCHASING POLICY (continued)

9. PROCEDURE FOR SECURING BIDS AND MAKING AWARDS (continued)

E. PURCHASES OF $3,000.00 AND OVER, UP TO THE CURRENT STATUTORY LIMIT REQUIRING ADVERTISEMENT FOR SEALED BIDS. (continued)

4. Single Bid: In the case where only one bid can be obtained, acceptance or rejection of the single bid for amounts of up to $25,000 shall be at the discretion of the Director of General Services. Bids for between $25,000 and $50,000 will be sent to the City Manager with a recommendation to accept or reject the bid. Authorization to re-advertise for bids in this range will be by the City Manager. Any Single bid so opened $50,000 and over, will be sent to the City Council with a recommendation to accept or reject the bid and any subsequent authorization for re-advertisement.

5. Purchase Approval: The final approval for purchase for this range up to $25,000 is made by the Director of General Services. For amounts of $25,000 up to $50,000, final approval for the purchase is made by the City Manager.

6. Emergency Purchases: the Director, Division Manager, or his authorized representative may have discretion to make such purchases or obligations as necessary.

   ALL such actions will be documented on a standard requisition and supported by memo which completely explains the nature of the emergency.

   This documentation will be submitted to the Director of General Services **within two working days** and such action shall be approved by the Director of General Services and City Manager.

F. PURCHASES EXCEEDING THE SEALED BID LIMIT ESTABLISHED BY STATE LAW.

Sealed bids shall be invited upon such specifications as have been approved in accordance with ***FORMAL SEALED BIDS*** on Page 4. A requisition by the initiating department will be processed through the purchasing office.

1. Document Review: Completed requisitions, specifications, contracts, etc. shall be forwarded to Purchasing for specification and/or review and subsequent processing. This shall include any public works contract.

2. Requisition Processing: Sealed bids shall be invited upon such specifications as have been previously approved in accordance with ***Document Review***, above. A requisition by the initiating department will be processed through the Purchasing Office.

3. Advertisement for Bids: After approval of specifications, notice of the time, and place, when and where such bids shall be opened shall be published in the official newspaper once a week for two consecutive weeks prior to the time set for opening the bids, the date of the first publication to be at least 14 days prior to the date set for opening said bids in the case of a **public works contract**, the second advertisement for bids will be published no later than the **10th day** before the first day on which bids may be submitted, and said contract shall be awarded to the lowest and/or most advantageous responsive/ responsible bidder offering the best

PURCHASING POLICY (continued)

9. PROCEDURE FOR SECURING BIDS AND MAKING AWARDS (continued)

F. PURCHASES EXCEEDING THE SEALED BID LIMIT ESTABLISHED BY STATE LAW. (continued)

3. Advertisement for Bids: (continued) quality, product, or service, after approval by the City Council. Any or all bids may be rejected.

4. Bid Delivery Point: All bids shall be sealed and delivered to the City Secretary's Office.

   a. At the time announced, there will be a public opening of all bids received by him/her at such place as designated in the advertisement.

   b. The City Secretary or his/her designee will witness said bid openings and record bid amounts, which will be retained by the City Secretary's office.

   c. After the bid opening, custody of all documents will be given to the Purchasing Division for further action.

5. Singe Bid: In the case where only one bid is received, it shall be opened in the City Secretary's Office.

   a. The results of the opened bid shall be recorded.

   b. Bids between $25,000 to $50,000 will be sent to the City Manager with a recommendation to accept or reject the bid.

   c. Authorization to re-advertise for bids in this range will be by the City Manager.

   d. Any Single bid so opened over $50,000, will be sent to the City Council with a recommendation to accept or reject the bid and any subsequent authorization for re-advertisement.

6. Bid Tabulation: The City Purchasing Manager shall tabulate and with Director involved, evaluate the bids and said bids shall remain on file in the office of the Purchasing Manager as stated in the official notice. A recommendation by the user department or division shall be made to the Purchasing Manager, who will then review the recommendation with the bids and make a final recommendation to the City Council. See Purchase Approval below.

7. Purchase Approval:

   For bids that actually fall below the $50,000 Council Limit, the City Manager may approve the purchase. For Bids exceeding the Council Limit of $50,000 the City Council, upon recommendations from the Purchasing Office and City Manager, shall determine the most advantageous bid for the City and shall authorize award of the contract or proposal to such bidder by resolution.

PURCHASING POLICY (continued)

9. PROCEDURE FOR SECURING BIDS AND MAKING AWARDS (continued)

F. PURCHASES EXCEEDING THE SEALED BID LIMIT ESTABLISHED BY STATE LAW. (continued)

7. Purchase Approval (continued)

If the vendor or contractor cannot or will not deliver the commodity or service as approved by the City Council, or if the contractor does not return the executed contract, bonds and an insurance certification with correct endorsements within 21 days of the date of the transmittal letter, the City Manager has the option to take this purchase back to Council to award to the next low bidder.

However, Council shall have the right to reject any or all bids, and, in the event all bids are rejected, may call for new bids, which shall be advertised in like manner, as the original bids.

If a bid is submitted by a local bidder, but is not the low bidder, and has completed the *Affidavit for Eligibility in Consideration of Location of Bidder's Principle Place of Business* and is within the statutory preference of a non-local bidder, the Purchasing Manager will evaluate the bidder's eligibility and make note in the recommendation to Council. (see PREFERENCE Below)

8. Specifications Available for Review: Pending advertisement of such proposed contracts and/or purchases, the specifications shall be on file in the office of the City Purchasing Manager subject to the inspection of all persons and companies desiring to bid.

9. Contract Execution: After execution of any contract documents and verification of bonding and insurance compliance by the successful bidder, the signed original of the contract shall be placed in the care and keeping of the City Secretary's office.

10. Emergency Purchases: In case of emergency as defined in Emergency under Definitions on page 4, the Director, Division Manager, or His/her authorized representative may have discretion to make such purchases or obligations as necessary. ALL such actions will be documented on a standard requisition and supported by memo completely explaining the nature of the emergency. This documentation will be submitted to the Purchasing Manager within two working days. Such action shall then be approved by the Director of General Services for amounts of up to $25,000, and for amounts between $25,000 up to the Council Limit by the City Manager. Any amount exceeding the Council Limit shall be submitted to Council for ratification.

A. RFP's should be used sparingly for complicated bids that require the vendor/contractor to provide a great deal of feedback on what is being procured.

B. The procedure for an RFP shall be the same as any request with a couple of exceptions.

1. The time frame can be very long from the time it is issued until the opening. A period of several months is not unusual.

PURCHASING POLICY (continued)

10. REQUESTS FOR PROPOSALS (RFP) (continued)

B. The procedure for an RFP shall be the same as any request with a couple of exceptions. (continued)

2. No information is revealed to any proposers at the bid opening or up until the award is made.

3. A Request for Proposals will *always* be by the "Sealed Bid" process.

C. For complete details and model information, RFP construction, evaluation, etc., see the RFP Manual and section PP - 107.4 of the *Purchasing Manual*.

11. RELEASE OF INFORMATION TO BIDDERS OR OTHERS

To reduce confusion and prevent misleading information from being divulged to participating bidders, ALL bidder requests for bid results (over $1,000) prior to award shall be referred to the Purchasing Division.

12. SIGNATURE REQUIRED ON PURCHASE ORDERS OVER $1,000

A. Before any purchase up to and including $25,000 is released to the vendor, it shall bear the signature of the Purchasing Manager.

B. Purchase Orders over that amount shall bear the Director of General Service's signature, except in instances where the Director has authorized the Purchasing Manager to sign the Purchase Order.

13. BONDS:

A. Deposit of Good Faith Money:

1. Bid Bonds: When so stated in the specifications or request for bids, each bid shall be accompanied by a certified check or surety bond in the amount of 5% of the bid, which shall be forfeited to the City in case the bidder to whom the business is awarded shall fail or refuse to comply with the terms of the bid.

2. Performance and Payment Bonds: When required by statute or so stated in the specifications or the request for bids, the successful bidder shall give to the City a good and sufficient bond in such amount as is required by the transaction as a guarantee of compliance. Forfeiture of such bond for noncompliance shall not preclude further action by the City.

14. PREFERRENCE TO LOCAL BIDDERS

Local Bidder - "a bidder whose principal place of business is in the municipality" (within the city limits)

PURCHASING POLICY (continued)

14. PREFERRENCE TO LOCAL BIDDERS (continued)

3% Rule **Section 271.905** of the Texas Local Government Code) - applies to contracts for the purchase of real property (land) or personal property that is not affixed to real property (goods). Pursuant to Section 271.905 of the Texas Local Government Code, even if the bid received from a local bidder is not the lowest bid, a preference may still be given to a local bidder if their bid is within **3%** of the lowest bid price received from someone who is not a local bidder, if the City determines in writing that the local bidder offers the City the best combination of contract price and additional economic development opportunities for the City created by the contract award, including employment of residents of the City and increased tax revenues of the City.

5% Rule **Section 271.9051** of the Texas Local Government Code) - applies to contracts for construction services in an amount less than $100,000.00, or contracts in an amount less than $500,000.00 for the purchase of real property (land), personal property that is not affixed to real property (goods), or services (other than construction services). The 5% Rule does not apply to the purchase of telecommunications or information services.

Pursuant to Section 271.9051 of the Texas Local Government Code, even if the bid received from a local bidder is not the lowest bid, a preference may still be given to a local bidder if their bid is within **5%** of the lowest bid price received from someone who is not a local bidder, if the City determines in writing that the local bidder offers the City the best combination of contract price and additional economic development opportunities for the City created by the contract award, including employment of residents of the City and increased tax revenues of the City.

A vendor wishing to claim the local preference, shall complete and submit the form: ***Consideration of Location of Bidder's Principal Place of Business - Affidavit of Eligibility***, which is sent with each bid over the sealed bid limit.

15. IRRESPONSIBLE VENDOR

Upon recommendation of the City Purchasing Manager and approval by the Director of General Services or City Manager, any vendor who fails to comply with the terms of the award may be declared an irresponsible vendor. Bids submitted by said vendor shall not be considered again for a minimum period of six months as determined by the City Manager, or Director of General Services.

16. FOLLOW-UP, INSPECTION AND ACCEPTANCE

When Necessary:

The City Purchasing Manager shall be responsible for seeing that an inspection of all deliveries of supplies, materials, equipment or contractual services be made by the using department.

A. He / she shall approve and/or enumerate and require chemical and physical tests to be conducted by the head of the using department on all supplies and services to determine compliance with the specifications.

PURCHASING POLICY (continued)

16. FOLLOW-UP, INSPECTION AND ACCEPTANCE (continued)

B. The Purchasing Manager shall have access to, and shall coordinate the use of, City laboratory facilities, with the approval of the Director of General Services, use of any necessary outside laboratory in connection with chemical or physical tests of samples submitted with bids and samples of deliveries which are necessary to determine their quality and conformance with the specifications

C. Any related charges for such tests shall be borne by using and benefiting department.

D. The Purchasing Manager may reject non-conforming articles and supplies and any such rejected materials shall not be used by any department.

17. AUTOMOTIVE PARTS AND SUPPLIES FOR SPECIAL PURPOSES

The Director of General Services may, at his discretion, delegate in writing to other appropriate individuals, authority to solicit bids or purchase automotive parts, repairs and supplies for special purposes such as electric supplies, laboratory supplies and the like, subject to the provisions of this Purchasing Policy. Necessary repairs due to unforeseen damage to public machinery or equipment is exempt from competitive bidding under Local Government Code Chapter 252, Subchapter B, Section 252.022 (a)(3).

18. ACCEPTING EQUIPMENT "ON TRIAL"

No equipment or accessory may be put to use by any department for the purpose of testing its suitability or fitness in advance of purchase without the express approval of the City Purchasing Manager.

A. He / she shall require an understanding from the vendor that such trial and use and any possible purchase liability be presented in writing before commencement of such demonstration or test.

B. Provided that in the event the purchase of equipment proposed to be demonstrated is not contemplated in the current budget, the matter shall be submitted to the Director of General Services.

19. RENTAL OF EQUIPMENT

A. APPROVAL REQUIRED: No equipment or accessory shall be rented or leased without an approved requisition and purchase order, except as provided in ***Emergency*** under ***Definitions*** on page 4.

B. GARAGE ACTION: ALL vehicular equipment rentals shall be made through the Garage Division ONLY.

20. ONLY "PUBLIC PURCHASES PERMITTED"

Neither the Director of General Services or the City Purchasing Manager, any employee of his office, nor any Director to whom authority to purchase may be delegated, shall, acting in his official capacity on behalf of the City, purchase automobile supplies or accessories for the personal or private account or use of any employee including those whose privately owned

20. ONLY "PUBLIC PURCHASES PERMITTED" (continued)

automobiles are rented for use in City business; or, supplies or materials of any kind for personal or private use of any employee or other person(s), at a discount not consistent with that business' normal pricing policy.

The work and concern of all persons in any way associated with the business of the Purchasing Office shall be confined strictly to purchases of a public nature and for which funds are provided in the budget.

21. TRANSFER OR SALE OF CITY OWNED PERSONAL PROPERTY

A. AUCTIONS: Annually, or at any other convenient time, an auction will be held by the Purchasing Manager to dispose of surplus, obsolete or otherwise unusable supplies and equipment, including materials from various "Lost and Found" depositories, Police confiscations and recovered/ unclaimed evidence that have been cleared for sale.

1. This may include the use of online auctions where deemed appropriate and in the best interest of the City.

2. The Purchasing Manager may also hold other auctions during the year where special conditions dictate the auction as being necessary. (When fair market value of City owned personal property can be reasonably ascertained, City owned personal property may be disposed of by direct sale. See Single Items or Special Lots on Page 19.

3. All departments shall submit to the Purchasing Manager, at such times and in such form as he/she shall prescribe, reports showing stocks of all supplies, materials, and equipment which are no longer used or which have become obsolete, worn out or scrapped.

   a. The Purchasing Manager may transfer such stock to another department that has need for and can use it, or hold such item in storage for future use as he may determine most advantageous for the City.

   b. The Purchasing Manager shall also have the authority to sell all such supplies, materials and equipment that have become unsuitable for public use, or to exchange for or trade in the same on new supplies, materials and equipment.

4. Directors may initiate the sale of obsolete, worn out, or scrap property of the City under their supervision by written memorandum to the Purchasing Manager, describing the property and stating the reasons for proposed sale (see the Disposition Procedure and related forms).

B. SINGLE ITEMS OR SPECIAL LOTS: The Purchasing Manager shall solicit bids; where required by statute, by public advertisement and posting on the bulletin board and shall review all proposed property sales and make written recommendation to the City Manager. The City Manager shall approve all sales of City Owned Personal Property that is not sold at auction or through the solicitation of bids. Approval may be delegated to certain levels to the Director of General Services.

PURCHASING POLICY (continued)

22. PETTY CASH FUNDS

Petty cash funds not to exceed three hundred dollars ($300.00) are established, upon approval by the Director of General Services or the Purchasing Manager. Current limit for Petty cash funds single transaction is $50.00.

A. Petty cash purchases shall be of the nature that they will benefit the operation of the City by saving time and money.

B. Petty cash purchases shall not be made for the purpose of evading the Purchasing Policy, such as splitting purchases to evade the stated limit.

C. Petty cash purchase shall be documented with adequate receipts and all receipts shall be submitted to the Finance Department at least monthly for reimbursement.

23. EMPLOYEES RESPONSIBILITIES:

Non-compliance with this Policy may result in disciplinary action, up to and including termination. Misuse and/or abuse, including inappropriate or improper purchases, will be dealt with as follows:

1st VIOLATION

The Employee's Division Manager determines if the Employee should be individually responsible for the non-compliant activity, if the individual should retain purchasing privileges, and any disciplinary action. The Employee's Division Manager must notify the Purchasing Manager, in writing, of the disposition of the incident within five working days.

2nd VIOLATION

The Purchasing Manager will determine if the individual will continue purchasing privileges, and the Employee's Division Manager will determine disciplinary action. The Purchasing Manager must be notified in writing of the disposition of the incident by the Employee's Division Manager within five working days.

3rd VIOLATION

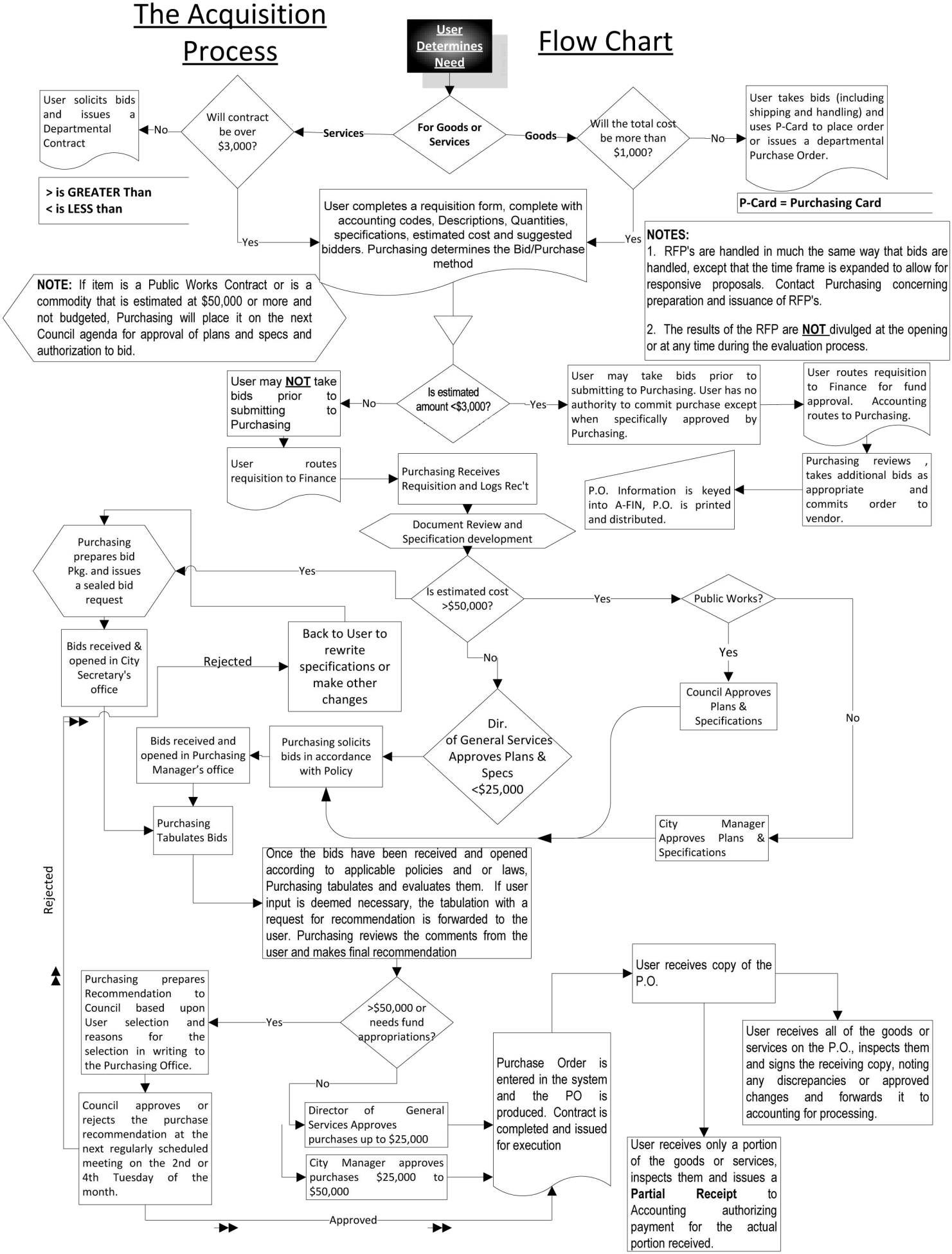
The Purchasing Manager will determines if the individual will continue purchasing privileges and will refer the matter to the Director of General Services' office for disciplinary determinations with the City Manager's office up to and including termination of employment of the Employee. The Director or the Purchasing Manager may terminate the division's Purchasing Privileges. The Purchasing Manager must be notified in writing of the disposition of the incident by the Employee's Division Manager within five working days.

24. FLOW CHART

A flow chart, "Acquisition Flow Chart", has been provided to act as a quick reference of how to procure goods and services for your department / division.

Resolution No. 2013 - 087

The Acquisition Process Flow Chart



Modified: Based on 2007 Bid Threshold Change to $50,000

MIDLAND

Feel the Energy!

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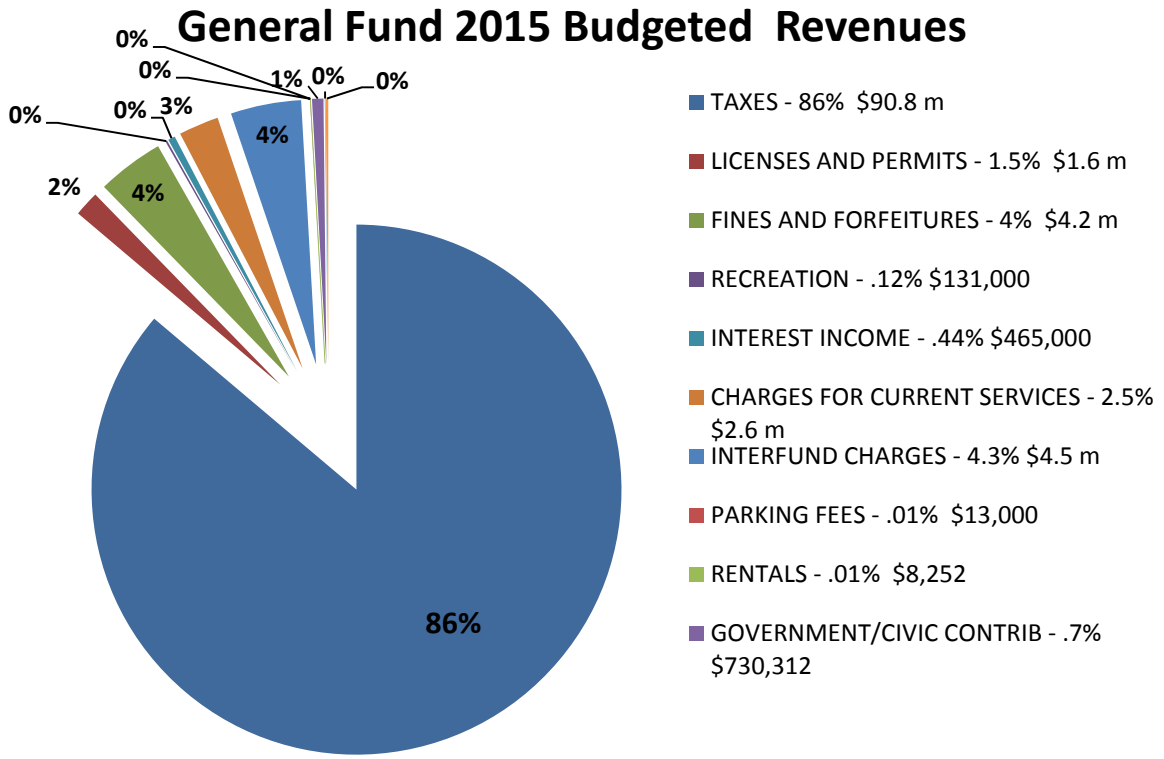
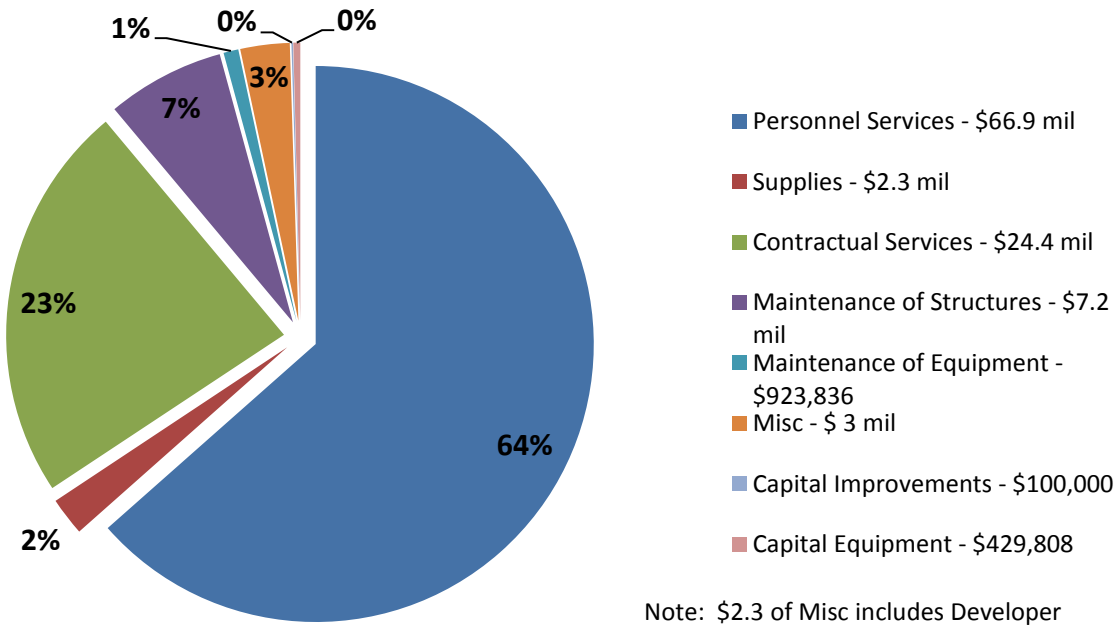
SECTION III

GENERAL FUND



Total Budgeted Revenues $105,421,455



Note: $2.3 of Misc includes Developer Participation for Roadways for $1.8 million

Total Budgeted Expenditures $105,421,455

GENERAL FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
AD VALOREM TAXES			
Current Levy	$ 29,989,435	$ 32,508,353	$ 33,619,552
Delinquent Levies	747,094	585,026	669,174
Total Ad Valorem Taxes	30,736,529	33,093,379	34,288,726
INTEREST AND PENALTIES			
Interest and Penalties	297,817	325,000	300,000
Miscellaneous Tax Office Revenues	28,624	30,000	30,000
Tax Certificates	1,168	600	1,000
Total Interest and Penalties	327,609	355,600	331,000
SALES TAX			
City Sales Tax	39,046,477	36,601,482	42,248,879
Total Sales Taxes	39,046,477	36,601,482	42,248,879
GROSS RECEIPTS TAXES			
Telephone Utility	1,816,777	1,800,000	2,115,000
Electric Utility	4,111,265	4,300,000	4,300,000
Gas Utility	986,098	1,250,000	1,500,000
Water	2,692,772	2,850,000	3,400,000
Sanitation	464,130	444,800	560,000
Taxicab	5,791	5,400	6,000
Cable Television	1,356,577	1,300,000	1,500,000
Total Gross Receipts Taxes	11,433,410	11,950,200	13,381,000
MIXED BEVERAGE TAX			
Mixed Beverage Tax	439,907	430,000	500,000
Total Mixed Beverage Tax	439,907	430,000	500,000
MISCELLANEOUS TAX			
Bingo Tax	131,068	100,000	100,000
Total Miscellaneous Tax	131,068	100,000	100,000
BUILDING PERMITS			
Building Permits	1,654,755	500,000	600,000
Alterations and Repairs	372,554	175,000	200,000
Temporary Freight Containers	875	500	500
Fences, Signs, etc.	32,601	20,000	20,000
Electrical Permits	14,120	13,500	13,000
Mechanical Permits	13,075	12,000	12,000
Plumbing Permits	52,750	50,000	50,000
Demolition Permits	1,116	3,000	3,000
Work on Public Property	24,700	15,000	15,000

GENERAL FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
BUILDING PERMITS (continued)			
Temporary Plumbing and Electrical	$ 51,660	$ 30,000	$ 35,000
Temporary Sign Permits	1,700	4,000	2,500
Public Right of Way Use	38,015	15,000	20,000
Total Building Permits	2,257,921	838,000	971,000
HEALTH PERMITS			
Food Service Establishments	93,030	77,000	77,000
Daycare Permits	3,445	3,000	3,000
Mobile Vendors	7,590	7,000	7,000
Temporary Health Permits	5,320	4,000	4,000
Swimming Pool Permits	9,444	9,000	9,000
Miscellaneous Health Permits	67,530	40,000	67,000
Total Health Permits	186,359	140,000	167,000
OCCUPATIONAL PERMITS			
Drilling	113,400	60,000	72,000
Mobile Home Park Licenses	2,200	1,500	2,500
Beer License	29,108	20,000	30,000
Taxi and Peddler Permits	3,900	3,700	2,000
Certificate of Occupancy	2,120	5,000	2,000
Total Occupational Permits	150,728	90,200	108,500
ZONING FEES			
Zoning Fees	29,985	19,000	20,000
Subdivision Plat Fees	33,862	25,000	25,000
Board of Adjustment Fees	56,200	1,000	2,000
Review Fees	2,950	3,000	2,500
Total Zoning Fees	122,997	48,000	49,500
OTHER			
Lot Deposits	6,000	5,000	5,000
Vacation Fee	72,119	5,400	6,000
Sketch Plan Fee	12,450	15,000	10,000
Alarm Permit Fees	100,792	80,000	85,000
Miscellaneous	14,746	9,000	10,000
Total Other	206,107	114,400	116,000
ANIMAL CONTROL			
Pet Licenses	93,365	90,000	85,000
Impoundment Fees	11,215	13,000	12,000
Adoption Fees	27,046	25,000	30,000
Microchipping	6,643	7,500	7,000

GENERAL FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
ANIMAL CONTROL (continued)			
Pick up Fees	$ 2,065	$ 1,800	$ 2,000
Euthanasia Fees	2,540	2,000	2,000
Boarding Fees	324	400	1,000
Quarantine Fees	7,938	6,000	6,000
Permit - Wild Animals	400	500	400
Dip	360	100	100
Spay/Neuter Deposits	63,035	65,000	60,000
Cremations	0	0	0
Miscellaneous	3,784	3,000	3,000
Total Animal Control	218,715	214,300	208,500
FINES AND FORFEITURES			
Municipal Court Receipts	3,830,351	4,250,000	4,250,000
Muni Court-Child Safety	20,762	24,000	22,000
Report Copies	25,780	28,000	10,000
Total Fines and Forfeitures	3,876,893	4,302,000	4,282,000
RECREATION FEES			
Showmobile	10,635	6,000	6,000
Facilities Rental	96,057	97,000	105,000
Recreation Fees	19,017	12,000	20,000
Total Recreation Fees	125,709	115,000	131,000
INTEREST INCOME			
Interest	506,659	475,000	450,000
Interest - Non pooled	7,523	5,000	15,000
Total Interest Income	514,182	480,000	465,000
HEALTH DEPARTMENT SERVICES			
Flu Shots	10,175	9,600	9,600
Immunizations	33,970	14,000	20,000
Vaccination	0	126,739	0
Miscellaneous Health Tests	30,309	4,200	25,535
TB Testing	5,250	2,260	3,000
Clinical Visit	390	500	500
Total Health Department Services	80,094	157,299	58,635

GENERAL FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
AMBULANCE			
Ambulance Revenue	$ 3,533,761	$ 3,900,000	$ 3,900,000
Affadavit Preparation Fee	3,100	2,800	3,000
Uncollectible	(1,700,000)	(1,850,000)	(1,900,000)
Total Ambulance	1,836,861	2,052,800	2,003,000
INTERGOVERNMENTAL CHARGES			
Arrest Fees	5,286	6,000	5,500
Economic Development	132,000	66,000	66,000
Midland Emergency Communication Dist.	97,703	102,400	95,000
Midland Economic Development Corp.	287,551	209,687	246,759
Midland College	10,893	11,000	10,000
Total Intergovernmental Charges	533,433	395,087	423,259
OTHER			
Paving Cuts	30,430	34,000	35,000
Airport Security Service	26,453	25,000	25,000
Storage of Impounded Vehicles	0	30,000	0
Lot Clearing	26,490	15,000	16,500
TDH Program Income	0	0	0
TDH Immunization Program Income	30,475	47,000	30,000
Total Other	113,848	151,000	106,500
INTERFUND TRANSFERS			
Unclaimed Property Fund	(467)	0	0
General Construction Fund	1,408,822	0	0
Water and Sewer Fund	750,000	750,000	0
Total Interfund Tranfers	2,158,355	750,000	0
INTERFUND CHARGES			
Hotel/Motel Fund	26,813	21,613	35,533
Water and Sewer Fund	1,388,229	1,300,289	1,103,177
Sanitation Fund	537,362	598,626	639,896
Golf Course Fund	103,341	110,589	125,309
Airport Operation Fund	1,368,159	1,500,000	1,600,000
Scharbauer Sports Complex Fund	360,393	379,525	511,451
Garage Fund	479,031	550,586	500,948
Warehouse Fund	30,013	26,034	19,563
Community Dev Fund Direct Charges	240,336	200,000	0
Total Interfund Charges	4,533,677	4,687,262	4,535,877

GENERAL FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
PARKING FEES			
Parking Permits	$ 3,116	$ 3,000	$ 3,000
Parking Lots	9,600	0	10,000
Total Parking Fees	12,716	3,000	13,000
RENTALS			
Commercial	5,592	5,592	5,500
Miscellaneous Rentals	2,752	2,700	2,752
Total Rentals	8,344	8,292	8,252
GOVERNMENTAL CONTRIBUTIONS			
Government Contributions	102,169	769,904	84,000
Emergency Management	66,934	35,000	30,000
State Dept of Highways - STEP	7,100	34,100	21,000
VCLG Program	40,380	42,000	42,000
State Department of Health	344,521	307,123	392,912
HIDTA Grant	181,299	145,800	160,400
Combating Underage Drinking	1,780	0	0
Homeland Security Grant	0	0	0
Total Governmental Contributions	744,183	1,333,927	730,312
MISCELLANEOUS			
Civic Contributions	600,450	500,000	0
Discounts Earned	29	0	0
Unclassified	94,251	50,000	0
Sale of Assets	380,459	10,000	0
Sale of Confiscated Equipment	7,870	10,000	10,000
Inc/Dec in Fair Value of Investments	(1,407,845)	0	0
Recovery of Damages to City Property	16,314	16,000	0
Legal Restitution	11,482	6,000	0
Miscellaneous	288,715	170,000	185,015
Total Miscellaneous	(8,275)	762,000	195,015
TOTAL REVENUE	$ 99,787,847	$ 99,173,228	$ 105,421,955

GENERAL FUND
SUMMARY OF EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0000	Legislative	$ 48,878	$ 36,807	$ 36,902
0005	City Manager's Office	985,042	904,745	1,149,597
0007	Public Communications	153,364	168,338	175,510
0008	Downtown Development	145,190	170,267	174,991
0010	Municipal Court	1,967,907	1,899,683	1,999,985
0015	Legal	1,084,684	1,127,197	1,138,021
0020	City Secretary	321,417	327,131	316,270
0025	Human Resources	443,023	584,476	613,334
0026	Employee Health & Wellness	204,983	299,240	293,512
0027	Risk Management	210,382	215,366	217,296
0030	Comm. & Info. Systems Admin.	935,226	914,347	942,272
0031	Communication	1,774,912	2,072,698	2,382,617
0032	Information Systems	3,459,458	3,608,561	3,413,324
0033	Communication Maintenance	504,874	523,235	480,730
0035	Accounting	1,745,071	1,681,365	1,687,950
0037	Investments	101,217	112,572	134,571
0040	Purchasing	401,838	361,186	386,952
0041	Facilities Services	1,234,000	1,362,120	1,807,740
0045	Internal Audit	145,564	140,734	140,507
0050	Finance - Tax	359,171	376,285	410,151
0055	Planning & Development	685,459	1,013,359	880,099
0056	Community Development	285,406	232,012	239,450
0060	Code Administration	1,847,136	2,477,193	2,600,024
0075	GIS Administration	500,410	660,643	587,197
0080	Engineering Services	1,211,138	1,455,067	1,916,188
0085	Transportation	6,514,105	11,828,360	12,806,083
0090	Parks	6,346,565	6,345,083	6,582,908
0091	Animal Services	1,019,923	1,037,614	1,098,086
0093	Recreation	684,782	794,671	813,463
0100	Health & Senior Services	1,878,405	2,085,145	2,264,724
0105	VCLG Program	56,398	56,568	64,923
0107	Airport Police	1,653,350	1,512,506	1,722,437
0108	CVE Commercial Vehicle Enforcement	98,780	192,731	205,444
0109	Special Operations - Step	12,902	0	0
0111	Police Administration	1,493,854	1,707,845	1,764,902
0112	Support Services Bureau	3,057,492	3,403,032	3,042,895
0113	Field Operations Bureau	12,645,626	12,860,583	14,305,894
0114	Investigative Services Bureau	5,119,610	5,057,044	5,000,714
0115	Fire	17,394,138	17,318,267	19,447,493
0116	Fire Training	514,038	518,789	524,485
0119	Fire Prevention	1,057,618	1,048,065	1,087,265
0120	Emergency Medical Service	1,920,527	2,025,255	2,148,176
0122	Airport Fire Division	1,796,777	1,487,528	1,697,391
0125	Emergency Management	56,846	69,867	210,705
0150	Nondepartmental	2,585,872	4,246,775	5,823,840
0199	Interfund Transfer	17,609,089	3,344,286	684,937
	Total	$ 104,272,447	$ 99,664,641	$ 105,421,955

GENERAL FUND
SUMMARY OF EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 66,919,121	63.477%
2000. COMMODITIES	2,335,687	2.216%
3000. CONTRACTUAL SERVICES	24,470,427	23.212%
4000. MAINTENANCE - STRUCTURES	7,226,050	6.854%
5000. MAINTENANCE - EQUIPMENT	923,836	0.876%
6000. MISCELLANEOUS	3,017,026	2.863%
TOTAL OPERATING EXPENDITURES	104,892,147	99.498%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	100,000	0.095%
8000. EQUIPMENT	429,808	0.407%
TOTAL CAPITAL OUTLAY	529,808	0.502%
GRAND TOTAL	$ 105,421,955	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	LEGISLATIVE 000	LEGISLATIVE 0000

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 2,907	$ 2,907
2000. COMMODITIES	8,000	7,300
3000. CONTRACTUAL SERVICES	24,900	24,695
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	1,000	2,000
SUBTOTAL	36,807	36,902
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 36,807	$ 36,902

FUNCTION: The powers of government, as outlined by the City Charter and other laws, are maintained by the Mayor and Council. This body is responsible for policy leadership, the general direction of the City's government, and the appointment of various boards as the occasion arises.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	LEGISLATIVE 000	LEGISLATIVE 0000

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 2,700	$ 2,700
Other Benefits	207	207
TOTAL 1000	2,907	2,907
2000. COMMODITIES		
2010. Office Supplies	1,000	1,000
2200. Food	7,000	6,300
TOTAL 2000	8,000	7,300
3000. CONTRACTUAL SERVICES		
3450. Consulting Fees	12,000	12,000
3510. Travel	10,000	10,000
3520. Dues & Subscriptions	500	500
3530. Training, Registration Fees, Etc.	2,400	2,195
TOTAL 3000	24,900	24,695
6000. MISCELLANEOUS		
6990 Miscellaneous	1,000	2,000
TOTAL 6000	1,000	2,000
GRAND TOTAL	$ 36,807	$ 36,902

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	LEGISLATIVE 000	LEGISLATIVE 0000

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SUPERVISION				
Mayor	1	1	1	
Council Members	6	6	6	
TOTAL	7	7	7	
BASE SALARIES				$ 2,700
FRINGE BENEFITS				207
GRAND TOTAL	7	7	7	$ 2,907

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	CITY MANAGER'S OFFICE 0005

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 853,476	$ 1,073,335
2000. COMMODITIES	11,916	13,000
3000. CONTRACTUAL SERVICES	35,853	57,262
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	3,500	6,000
SUBTOTAL	904,745	1,149,597
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 904,745	$ 1,149,597

FUNCTION: The City Manager is the chief administrative officer of the City. He and his office are responsible directly to the Council for the execution of policies of the Council. This office is responsible for the enforcement of all laws, the appointment of all department managers with the approval of the Council, except the City Attorney, City Secretary, and the Municipal Court Judge and performs duties prescribed by the City Charter and the City Council.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Return or direct citizen calls for service the same day and follow up each call for service within 48 hours	100%	100%	100%
Address a minimum of 25 citizen and employee groups per year to communicate City initiatives, projects and programs	25	25	25
Facilitate at least 12 annual open discussions between individual department managers and the Mayor and City Council	12	12	12

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	CITY MANAGER'S OFFICE 0005

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 620,369	$ 780,576
Other Benefits	233,107	292,759
TOTAL 1000	853,476	1,073,335
2000. COMMODITIES		
2010. Office Supplies	7,500	7,500
2115. Minor Furniture & Fixtures	500	500
2200. Food	3,916	5,000
TOTAL 2000	11,916	13,000
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	2,400	0
3213. Hire of Equipment - Technology	2,453	3,482
3240. Binding, Printing & Reproduction	2,500	4,000
3390. Other Special Services	1,000	1,000
3510. Travel	18,000	40,000
3520. Dues & Subscriptions	6,000	6,000
3530. Training, Registration Fees, Etc.	3,500	2,780
TOTAL 3000	35,853	57,262
6000. MISCELLANEOUS		
6990. Miscellaneous	3,500	6,000
TOTAL 6000	3,500	6,000
GRAND TOTAL	$ 904,745	$ 1,149,597

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	CITY MANAGER'S OFFICE 0005

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
City Manager	1	1	1	
Deputy City Manager	1	1	1	
Assistant City Manager	1	1	2	
TOTAL	3	3	4	
CLERICAL				
Administrative Assistant	1	1	1	
Executive Assistant	1	1	1	
TOTAL	2	2	2	
BASE SALARIES				$ 809,622
LONGEVITY				2,463
SPECIAL PAY				10,638
CAR ALLOWANCE				18,000
FRINGE BENEFITS				232,612
GRAND TOTAL	5	5	6	$ 1,073,335

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	PUBLIC COMMUNICATIONS 0007

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 142,824	$ 148,141
2000. COMMODITIES	4,000	4,000
3000. CONTRACTUAL SERVICES	21,014	22,869
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	500	500
SUBTOTAL	168,338	175,510
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 168,338	$ 175,510

FUNCTION: The Public Communications Office handles all media and public relations for the City of Midland representing every department/division; handles special projects for the City Manager's Office and City Council including but not limited to Annual Report, Mayor's State of the City Address, and various public relations or marketing projects as they arise; assists in marketing and special projects for all other departments. Manages and oversees the Citizen's Action Center and various other resident communication tools such as City of Midland newsletters, educational programs (Such as Midland 101), social media memberships, and City TV programming. Manager of city branding, logos, and images; designs, maintains, and produces the City of Midland website, social media sites, and other promotional print material as directed.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Send a minimum of 120 press releases to media outlets, employees, and City Council to educate the public	100%	100%	100%
Script, shoot, and edit at least 36 informational videos	36	36	36
Maintain daily activity on social media sites	100%	100%	100%
Manage city website updates and improvements by conducting weekly evaluations.	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	PUBLIC COMMUNICATIONS 0007

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 104,937	$ 106,512
Other Benefits	37,887	41,629
TOTAL 1000	142,824	148,141
2000. COMMODITIES		
2010. Office Supplies	3,500	2,500
2120. Minor Equipment, Instr, Tools	500	1,500
TOTAL 2000	4,000	4,000
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	8,881	8,681
3213. Hire of Equipment - Technology	1,458	1,650
3220. Advertising	750	750
3240. Binding, Printing & Reproduction	1,700	1,700
3390. Other Special Services	500	2,288
3510. Travel	4,500	4,200
3520. Dues & Subscriptions	300	300
3530. Training, Registration Fees, Etc.	2,925	3,000
3990. Other	0	300
TOTAL 3000	21,014	22,869
6000. MISCELLANEOUS		
6990. Miscellaneous	500	500
TOTAL 6000	500	500
GRAND TOTAL	$ 168,338	$ 175,510

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	PUBLIC COMMUNICATIONS 0007

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
PIO	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
Multimedia Developer	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 110,430
LONGEVITY				234
FRINGE BENEFITS				37,477
GRAND TOTAL	2	2	2	$ 148,141

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	DOWNTOWN DEVELOPMENT 0008

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 122,867	$ 128,466
2000. COMMODITIES	7,700	7,700
3000. CONTRACTUAL SERVICES	39,700	38,825
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	170,267	174,991
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 170,267	$ 174,991

FUNCTION: Personnel of the Downtown Development Department are responsible for coordinating the resources available and necessary for the rejuvenation and redevelopment of downtown Midland. The department serves as a resource for City departments, development partners, developers and the general public. Downtown Development scope of works focuses within the TIRZ and DMMD boundaries and assists in other development areas of the City where there is a potential connection to the downtown. Downtown Development partners work together to anticipate and address potential challenges and opportunities related but not limited to housing, parking, transportation and safety, events/activities, meeting space, and business retention/expansion in the downtown area.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Catalogue Downtown Development projects within the TIRZ boundaries.	50%	75%	100%
Facilitate 10 TIRZ meetings each year	50%	90%	100%
Create report and presentation with data substantiating the impact/value of Downtown Revitalization	50%	75%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	DOWNTOWN DEVELOPMENT 0008

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 93,960	$ 95,928
Other Benefits	28,907	32,538
TOTAL 1000	122,867	128,466
2000. COMMODITIES		
2010. Office Supplies	2,000	2,000
2120. Minor Equipment, Instr, Tools	100	100
2155. Minor Computer Hardware & Peripherals	800	800
2160. Computer Software & Supplies	1,100	1,100
2200. Food	2,000	2,000
2570. Clothing, Dry Goods, Etc.	200	200
2620. Postage	1,500	1,500
TOTAL 2000	7,700	7,700
3000. CONTRACTUAL SERVICES		
3010. Communication	1,200	0
3220. Advertising	7,000	3,500
3240. Binding, Printing & Reproduction	5,000	5,000
3280. Temporary Help	13,000	13,000
3510. Travel	8,000	9,770
3520. Dues & Subscriptions	1,500	1,500
3530. Training, Registration Fees, Etc.	4,000	5,055
3540. Educational Assistance	0	1,000
TOTAL 3000	39,700	38,825
GRAND TOTAL	$ 170,267	$ 174,991

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	DOWNTOWN DEVEOPMENT 0008

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Downtown Development Director	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 99,465
LONGEVITY				162
FRINGE BENEFITS				28,839
GRAND TOTAL	1	1	1	$ 128,466

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	MUNICIPAL COURT 010	MUNICIPAL COURT 0010

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,695,338	$ 1,773,699
2000. COMMODITIES	34,880	39,230
3000. CONTRACTUAL SERVICES	142,865	160,456
4000. MAINTENANCE - STRUCTURES	100	100
5000. MAINTENANCE - EQUIPMENT	6,000	6,000
6000. MISCELLANEOUS	4,500	4,500
SUBTOTAL	1,883,683	1,983,985
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	16,000	16,000
SUBTOTAL	16,000	16,000
TOTAL	$ 1,899,683	$ 1,999,985

FUNCTION: The Municipal Court Judge is appointed by the City Council and holds court five days a week. The office personnel are under the general direction of the Municipal Court Judge. The office prepares and maintains records and files which pertain to court procedure. The department also serves warrants and in general makes collections for all fines assessed by the Judge.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	MUNICIPAL COURT 010	MUNICIPAL COURT 0010

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,160,758	$ 1,196,544
Overtime	15,608	15,608
Other Benefits	518,972	561,547
TOTAL 1000	1,695,338	1,773,699
2000. COMMODITIES		
2010. Office Supplies	14,150	17,000
2115. Minor Furniture & Fixtures	1,800	1,800
2120. Minor Equipment, Instruments & Tools	2,400	2,400
2155. Minor Computer Hardware & Peripherals	500	3,000
2160. Computer Software & Supplies	5,000	4,000
2200. Food	130	130
2320. Medical Supplies	100	100
2540. Ammunition	900	900
2570. Clothing, Dry Goods, Etc.	2,700	2,700
2620. Postage	6,500	6,500
2630. Security Badges & Decal Supplies	700	700
TOTAL 2000	34,880	39,230
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	47,396	55,287
3212. Equipment Rental - External	2,784	2,784
3230. Laundry & Cleaning	3,000	3,200
3240. Binding, Printing & Reproduction	13,000	13,000
3270. Notary Bonds	220	220
3280. Temporary Help	2,325	2,325
3350. Bank Services	15,000	23,000
3360. Special Postage & Express Shipping	140	140
3390. Other Special Services	4,500	4,500
3490. Associate Judge Fees	26,500	26,500
3510. Travel	14,200	14,200
3520. Dues & Subscriptions	2,000	2,000
3525. Legal & Technical Reference Materials	6,500	8,000
3530. Training, Registration Fees, Etc.	4,250	4,250
3900. Mileage	600	600
3920. Rent	450	450
TOTAL 3000	142,865	160,456

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	MUNICIPAL COURT 010	MUNICIPAL COURT 0010

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	100	100
TOTAL 4000	100	100
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	$ 6,000	$ 6,000
TOTAL 5000	6,000	6,000
6000. MISCELLANEOUS		
6830. Court Cost, Jury & Filing Fees	4,500	4,500
TOTAL 6000	4,500	4,500
CAPITAL OUTLAY		
8000. EQUIPMENT		
8490. Data Processing Equipment	10,000	10,000
8530. Other Equipment	6,000	6,000
TOTAL 8000	16,000	16,000
GRAND TOTAL	$ 1,899,683	$ 1,999,985

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	MUNICIPAL COURT 010	MUNICIPAL COURT 0010

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Municipal Court Judge	2	2	2	
Court Administrator	1	1	1	
TOTAL	3	3	3	
TECHNICAL				
Accounting Assistant	1	1	1	
Chief Warrant Officer	1	1	1	
Warrant Officer	2	2	2	
Bailiff	2	2	2	
TOTAL	6	6	6	
CLERICAL				
Account Clerk	4	4	4	
Administrative Assistant	1	1	1	
Executive Assistant	2	2	2	
Indigent Coordinator	1	1	1	
Juvenile Service Coordinator	1	1	1	
Records Specialist	4	4	4	
Records Supervisor	1	1	1	
TOTAL	14	14	14	
BASE SALARIES				$ 1,240,410
LONGEVITY				19,461
CERTIFICATION PAY				8,040
EDUCATION PAY				2,664
SPECIAL PAY				11,333
CAR ALLOWANCE				19,140
OVERTIME				15,608
FRINGE BENEFITS				457,043
GRAND TOTAL	23	23	23	$ 1,773,699

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	LEGAL 015	LEGAL 0015

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,045,901	$ 1,053,025
2000. COMMODITIES	10,020	11,520
3000. CONTRACTUAL SERVICES	68,876	71,076
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	1,900	1,900
6000. MISCELLANEOUS	500	500
SUBTOTAL	1,127,197	1,138,021
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,127,197	$ 1,138,021

FUNCTION: The City Attorney and his staff are responsible to the City Council. The department represents the City in all law suits and hearings; provides legal advice to all departments; and prepares necessary documents in relation to contracts, ordinances, resolutions, and other legal instruments as needed.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	LEGAL 015	LEGAL 0015

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 742,949	$ 734,504
Overtime	12,000	12,000
Other Benefits	290,952	306,521
TOTAL 1000	1,045,901	1,053,025
2000. COMMODITIES		
2010. Office Supplies	7,000	7,500
2115. Minor Furniture & Fixtures	2,000	2,000
2120. Minor Equipment, Instruments & Tools	200	200
2155. Minor Computer Hardware & Peripherals	600	600
2160. Computer Software & Supplies	200	200
2200. Food	0	1,000
2620. Postage	20	20
TOTAL 2000	10,020	11,520
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	3,221	3,221
3213. Hire of Equipment - Technology	6,476	6,586
3263. Employee Relocation Costs	1,400	1,400
3270. Notary Bonds	150	150
3280. Temporary Help	400	400
3360. Special Postage & Express Shipping	200	200
3390. Other Special Services	9,000	9,000
3510. Travel	7,594	7,594
3520. Dues & Subscriptions	8,800	9,240
3525. Legal & Technical Reference Materials	25,200	26,460
3530. Training, Registration Fees, Etc.	5,515	5,905
3540. Educational Assistance	920	920
TOTAL 3000	68,876	71,076
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	900	900
5110. Machinery, Tools, & Implements	1,000	1,000
TOTAL 5000	1,900	1,900

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	LEGAL 015	LEGAL 0015

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6830. Court Cost, Jury & Filing Fees	$ 500	$ 500
TOTAL 6000	500	500
GRAND TOTAL	$ 1,127,197	$ 1,138,021

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL	LEGAL	LEGAL
001	015	0015

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
City Attorney	1.00	1.00	1.00	
Executive Legal Asst/Office Mgr	1.00	1.00	1.00	
TOTAL	2.00	2.00	2.00	
PROFESSIONAL				
Assistant City Attorney	5.00	5.00	5.00	
Texas Public Information Act Coor.	0.50	0.50	0.50	
TOTAL	5.50	5.50	5.50	
CLERICAL				
Legal Secretary	1.00	1.00	1.00	
TOTAL	1.00	1.00	1.00	
BASE SALARIES				$ 753,372
PART TIME/TEMPORARY				8,000
LONGEVITY				4,593
CERTIFICATION PAY				4,500
CAR ALLOWANCE				18,900
SPECIAL PAY				17,257
OVERTIME				12,000
FRINGE BENEFITS				234,403
GRAND TOTAL	8.50	8.50	8.50	$ 1,053,025

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	CITY SECRETARY 020	CITY SECRETARY 0020

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 269,205	$ 268,194
2000. COMMODITIES	4,100	4,200
3000. CONTRACTUAL SERVICES	53,826	39,776
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	4,100
6000. MISCELLANEOUS	0	0
SUBTOTAL	327,131	316,270
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 327,131	$ 316,270

FUNCTION: This office carries out the duties outlined in the City Charter. The Secretary is required to attend all Council meetings and keep accurate minutes of the proceedings; she maintains and files all documents, books, papers, and contracts of a legal nature; she countersigns all commissions and licenses. She is the keeper of the City Seal and affixes it to documents and papers as needed when legally authorized to do so; she maintains records of all appointments to various boards and commissions. The City Secretary attends bid openings which exceed $25,000.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	CITY SECRETARY 020	CITY SECRETARY 0020

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 190,771	$ 189,252
Overtime	853	0
Other Benefits	77,581	78,942
TOTAL 1000	269,205	268,194
2000. COMMODITIES		
2010. Office Supplies	2,600	2,700
2115. Minor Furniture & Fixtures	400	400
2120. Minor Equipment, Instruments & Tools	1,000	1,000
2200. Food	100	100
TOTAL 2000	4,100	4,200
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	2,400	2,550
3213. Hire of Equipment - Technology	3,201	3,311
3220. Advertising	12,300	12,300
3240. Binding, Printing & Reproduction	4,000	4,000
3270. Notary Bonds	95	95
3280. Temporary Help	450	450
3360. Special Postage & Express Shipping	80	80
3390. Other Special Services	3,300	3,300
3420. Legal Filing Fees	1,700	2,500
3510. Travel	6,100	5,040
3520. Dues & Subscriptions	1,150	1,150
3525. Legal & Technical Reference Materials	150	150
3530. Training, Registration Fees, Etc.	2,400	2,850
3910. Elections	16,500	2,000
TOTAL 3000	53,826	39,776
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	0	4,100
TOTAL 5000	0	4,100
GRAND TOTAL	$ 327,131	$ 316,270

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	CITY SECRETARY 020	CITY SECRETARY 0020

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
City Secretary	1	1	1	
TOTAL	1	1	1	
CLERICAL				
Administrative Assistant	1	1	1	
Deputy City Secretary	2	2	2	
TOTAL	3	3	3	
BASE SALARIES				$ 196,239
LONGEVITY				720
SPECIAL PAY				643
FRINGE BENEFITS				70,592
GRAND TOTAL	4	4	4	$ 268,194

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	HUMAN RESOURCES 0025

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 468,748	$ 485,223
2000. COMMODITIES	15,600	17,300
3000. CONTRACTUAL SERVICES	99,428	110,111
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	700	700
SUBTOTAL	584,476	613,334
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 584,476	$ 613,334

FUNCTION: The objectives of this department are to serve all departments and divisions by recruiting permanent, part-time, and seasonal employees. The division also maintains classification and compensation schedules; keeps personnel records on all employees; directs the City's employee benefit programs; serves as a central agency for employee recognition and training programs, and conducts other activities compatible with a sound human resource management system including policy development and enforcement.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
An initial, documented response to all inquiries and requests for information within 48 hours	98%	98%	99%
Jobs posted within 48 hours of receipt of authorized request	98%	98%	98%
Positions filled within 45 days of posting date ex-cluding positions with lengthy testing requirements	80%	85%	85%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	HUMAN RESOURCES 0025

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 340,537	$ 346,296
Other Benefits	128,211	138,927
TOTAL 1000	468,748	485,223
2000. COMMODITIES		
2010. Office Supplies	4,000	4,000
2020. Educational & Training Supplies	800	1,500
2115. Minor Furniture & Fixtures	3,000	3,000
2160. Computer Software & Supplies	3,800	4,800
2200. Food	4,000	4,000
TOTAL 2000	15,600	17,300
3000. CONTRACTUAL SERVICES		
3113. General Liability, Worker's Compensation Penalty	-1,827	0
3212. Equipment Rental - External	1,700	2,000
3213. Hire of Equipment - Technology	8,305	8,561
3220. Advertising	9,300	9,300
3240. Binding, Printing & Reproduction	2,700	2,700
3280. Temporary Help	0	5,000
3360. Special Postage/Express Shipping	0	600
3390. Other Special Services	25,000	25,000
3510. Travel	9,800	7,400
3520. Dues & Subscriptions	1,500	1,500
3530. Training, Registration Fees, Etc.	5,650	4,550
3545. Mid-Management Training	12,000	18,000
3550. Employee Awards	25,000	25,000
3900. Mileage	300	500
TOTAL 3000	99,428	110,111
6000. MISCELLANEOUS		
6810. Contributions, Gratuities, & Rewards	700	700
TOTAL 6000	700	700
GRAND TOTAL	$ 584,476	$ 613,334

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	HUMAN RESOURCES 0025

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Administrative Services Director	1	1	1	
HR Manager	1	1	1	
TOTAL	2	2	2	
TECHNICAL				
Employee Development Coordinator	1	1	1	
HR Specialist	1	1	1	
TOTAL	2	2	2	
CLERICAL				
HR Assistant	1	1	1	
Receptionist	0	1	1	
TOTAL	1	2	2	
BASE SALARIES				$ 359,064
LONGEVITY				1,461
SPECIAL PAY				7,391
FRINGE BENEFITS				117,307
GRAND TOTAL	5	6	6	$ 485,223

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	EMPLOYEE HLTH & WELLNESS 0026

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 201,490	$ 209,712
2000. COMMODITIES	5,150	5,150
3000. CONTRACTUAL SERVICES	92,600	78,650
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	299,240	293,512
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 299,240	$ 293,512

FUNCTION: The objective of this division is to promote health and wellness initiatives in the workplace, provide health and wellness services to eligible employees, retirees, and dependents via established programs and clinics. The division is also responsible for major workforce health related programs such as FMLA compliance, workers' compensation records and services, and pre-employment physical assessments.

Activity/Performance Measure

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Workers' compensation claims reported within first 24 hours	85%	90%	90%
Employees participating in annual wellness testing programs	50%	60%	60%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	EMPLOYEE HLTH & WELLNESS 0026

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 144,660	$ 148,116
Other Benefits	56,830	61,596
TOTAL 1000	201,490	209,712
2000. COMMODITIES		
2010. Office Supplies	400	400
2020. Educational & Training Supplies	1,000	1,000
2160. Computer Software & Supplies	750	750
2200. Food	500	500
2320. Medical Supplies	2,500	2,500
TOTAL 2000	5,150	5,150
3000. CONTRACTUAL SERVICES		
3470. Lab Fees	21,000	0
3480. Medical Examinations	60,000	70,000
3510. Travel	7,300	5,100
3520. Dues & Subscriptions	900	900
3530. Training, Registration Fees, Etc.	3,400	2,650
TOTAL 3000	92,600	78,650
GRAND TOTAL	$ 299,240	$ 293,512

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	EMPLOYEE HLTH & WELLNESS 0026

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
TECHNICAL				
Employee Health Nurse	0	1	1	
Health & Wellness Coordinator	0	0	0	
HR Specialist	2	2	2	
TOTAL	2	3	3	
BASE SALARIES				$ 153,594
LONGEVITY				1,506
FRINGE BENEFITS				54,612
GRAND TOTAL	2	3	3	$ 209,712

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	RISK MANAGEMENT 0027

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 154,061	$ 154,373
2000. COMMODITIES	13,600	16,800
3000. CONTRACTUAL SERVICES	47,705	46,123
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	215,366	217,296
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 215,366	$ 217,296

FUNCTION: The Risk Management Division's objectives are to minimize risk, create a safe work environment and plan for or prevent events that could hinder the effectiveness of City government. Core functions include handling liability claims investigations and processing, conducting accident investigations, safety training, managing the workers' compensation program, administering employee drug and alcohol screening programs, chair and administer the Accident Review Board. The division is responsible for the operational management of general liability, general liability auto, and workers' compensation funds, and procurement and management of Property, Error and Omission, Law Enforcement Liability, Special Events and Aviation insurance coverage.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Conduct safety training for all production divisions once a quarter	85%	80%	90%
Perform walk-through safety inspections of production divisions annually	75%	75%	85%
Perform field observations on production divisions once a quarter	75%	80%	90%
Risk losses recovered	40%	50%	60%
Non-litigated general liability claims settled or an offer made within 30 days of receipt of completed claim	85%	90%	95%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	RISK MANAGEMENT 0027

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 113,594	$ 111,060
Other Benefits	40,467	43,313
TOTAL 1000	154,061	154,373
2000. COMMODITIES		
2010. Office Supplies	2,000	1,250
2020. Educational & Training Supplies	4,000	2,500
2160. Computer Software & Supplies	5,000	0
2320. Medical Supplies	2,000	13,000
2620. Postage	0	50
2650. Photographic Supplies	600	0
TOTAL 2000	13,600	16,800
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage	9,159	5,727
3213. Hire of Equipment - Technology	1,526	1,636
3470. Lab Fees	22,000	32,500
3510. Travel	6,150	2,500
3520. Dues & Subscriptions	5,000	3,000
3530. Training, Registration Fees, Etc.	3,870	760
TOTAL 3000	47,705	46,123
GRAND TOTAL	$ 215,366	$ 217,296

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATIVE SERVICES 025	RISK MANAGEMENT 0027

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Safety/Risk Management Manager	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
Employee Health Nurse	1	0	0	
Safety and Environmental Officer	1	1	1	
TOTAL	2	1	1	
BASE SALARIES				$ 115,131
LONGEVITY				177
FRINGE BENEFITS				39,065
GRAND TOTAL	3	2	2	$ 154,373

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	CIS - ADMINISTRATION 0030

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 306,873	$ 289,402
2000. COMMODITIES	3,000	3,000
3000. CONTRACTUAL SERVICES	593,974	635,370
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	10,500	14,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	914,347	942,272
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 914,347	$ 942,272

FUNCTION: The Administrative Division of Communications and Information Systems consists of the Department Director and Administrative Secretary. The Director is responsible for the management of the Communications and Information Systems Department. The Administrative Secretary, in addition to providing secretarial services for the Department Director, is responsible for all voice and data telecommunications orders and changes as well as review of all telecommunications invoices for payment.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Respond to inter departmental inquiries for assistance within 1 working day	99%	99%	99%
Process and implement new voice/data telecommunications orders within 5-7 working days	99%	99%	99%
Respond to normal problem change orders for voice/ data telecommunications within 8 working hours/ with in 1-2 hours for critical areas	98% / 98%	99% / 99%	99% / 99%
Evaluate computer/voice/data telecom contracts annually and recommend changes as needed to better meet the needs of the City and its departments	99%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	CIS - ADMINISTRATION 0030

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 226,359	$ 212,808
Overtime	1,218	0
Other Benefits	79,296	76,594
TOTAL 1000	306,873	289,402
2000. COMMODITIES		
2010. Office Supplies	2,000	2,000
2140. Electrical Parts & Supplies	500	500
2200. Food	500	500
TOTAL 2000	3,000	3,000
3000. CONTRACTUAL SERVICES		
3010. Communication	563,274	614,374
3210. Hire of Equipment - Garage Vehicles	0	1,296
3212. Equipment Rental - External	3,000	0
3280. Temporary Help	7,500	7,500
3405. Software Maintenance	3,000	0
3510. Travel	11,000	6,000
3520. Dues & Subscriptions	200	200
3530. Training, Registration Fees, Etc.	6,000	6,000
TOTAL 3000	593,974	635,370
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	500	500
5105. Communications Equipment	10,000	14,000
TOTAL 5000	10,500	14,500
GRAND TOTAL	$ 914,347	$ 942,272

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	CIS - ADMINISTRATION 0030

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Chief Information Officer	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
Project Analyst	1	1	1	
TOTAL	1	1	1	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 220,605
LONGEVITY				447
SPECIAL PAY				4,094
FRINGE BENEFITS				64,256
GRAND TOTAL	3	3	3	$ 289,402

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	COMMUNICATIONS 0031

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,946,673	$ 2,256,292
2000. COMMODITIES	12,100	12,600
3000. CONTRACTUAL SERVICES	95,236	94,036
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	18,689	19,689
6000. MISCELLANEOUS	0	0
SUBTOTAL	2,072,698	2,382,617
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 2,072,698	$ 2,382,617

FUNCTION: The Communications Division is responsible for Midland's Public Safety telecommunications endeavor. This responsibility ranges from taking emergency 911 calls to communicating via a nationwide law enforcement computer network; from dispatching via two-way radio, to researching and installing state-of-the-art radio communications equipment. Since the 1991-92 fiscal year, the centralized dispatch center has provided dispatching services for the county sheriff's office, as well.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Answer 9-1-1 calls within 6 seconds from the inception of the call	7.1 seconds	7 seconds	7 seconds
Dispatch ambulance calls within 60 seconds from the receipt of the call	77 seconds	1 minute	1 minute
Dispatch fire calls within 30 seconds from the receipt of the call	91 seconds	1 minute	1 minute
Dispatch law enforcement call within:			
1 minute for emergency calls	1 minutes 9 seconds	1 minute	1 minute
2 minutes for priority one calls	2 minutes	3 minutes	3 minutes
5 minutes for priority two calls	6 minutes 35 seconds	6 minutes	6 minutes

Substantial increase in call volume in 2012 and 2013

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	COMMUNICATIONS 0031

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,411,156	$ 1,527,048
Overtime	8,712	100,000
Other Benefits	526,805	629,244
TOTAL 1000	1,946,673	2,256,292
2000. COMMODITIES		
2010. Office Supplies	3,000	3,000
2020. Educational & Training Supplies	1,500	1,500
2120. Minor Equipment, Instruments & Tools	2,500	3,000
2160. Computer Software & Supplies	2,300	2,300
2200. Food	750	750
2570. Clothing, Dry Goods, Etc.	1,500	1,500
2620. Postage	100	100
2630. Security Badges & Decal Supplies	450	450
TOTAL 2000	12,100	12,600
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	2,800	2,800
3213. Hire of Equipment - Technology	18,291	10,291
3240. Binding, Printing & Reproduction	200	400
3280. Temporary Help	10,200	10,200
3320. Wrecker Services	100	0
3390. Other Special Services	30,800	37,700
3510. Travel	5,400	5,200
3520. Dues & Subscriptions	600	600
3525. Legal & Technical Reference Materials	198	198
3530. Training, Registration Fees, Etc.	5,600	5,600
3920. Rent	20,387	20,387
3990. Other	660	660
TOTAL 3000	95,236	94,036
5000. MAINTENANCE OF EQUIPMENT		
5101. Noncontractual Hardware Repair	1,500	1,500
5105. Communications Equipment	17,189	18,189
TOTAL 5000	18,689	19,689
GRAND TOTAL	$ 2,072,698	$ 2,382,617

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	COMMUNICATIONS 0031

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Communications Manager	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
Communications Supervisor	5	5	5	
Duty Supervisor	4	4	4	
Public Safety Dispatcher	17	17	17	
Technical Coordinator	1	1	1	
TOTAL	27	27	27	
OPERATIONS				
Public Safety Call Taker	3	3	3	
TOTAL	3	3	3	
BASE SALARIES				$ 1,502,196
PART TIME/TEMPORARY				78,000
LONGEVITY				8,109
SPECIAL PAY				15,449
OVERTIME				100,000
FRINGE BENEFITS				552,538
GRAND TOTAL	31	31	31	$ 2,256,292

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	INFORMATION SYSTEMS 0032

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,356,452	$ 1,359,231
2000. COMMODITIES	23,100	23,100
3000. CONTRACTUAL SERVICES	2,218,009	2,005,993
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	11,000	25,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	3,608,561	3,413,324
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 3,608,561	$ 3,413,324

FUNCTION: Information Systems is responsible for the computer processing of the financial, payroll/personnel, purchasing, inventory, equipment and vehicle preventative maintenance, and utility billing information's systems for the City of Midland. The division's programming group is responsible for application software development, maintenance, and enhancement of these computer systems. In addition, the programming group supports all personal computer installations in the City and provides programming support for the Engineering Geographical Data Base System.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Respond to user problem phone calls within 1 hour or sooner	92%	95%	95%
Respond to 100% of production/network problems within 1 hour or sooner; clear 95% within 24 hours or sooner	95% / 98%	99% / 99%	99% / 99%
95% of PC repairs made within 72 hours or sooner	95%	98%	98%
100% of application programming/projects completed on schedule	85%	85%	85%
100% of production runs completed on schedule	95%	95%	95%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	INFORMATION SYSTEMS 0032

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 974,462	$ 957,960
Overtime	3,548	3,548
Other Benefits	378,442	397,723
TOTAL 1000	1,356,452	1,359,231
2000. COMMODITIES		
2010. Office Supplies	4,000	4,000
2020. Educational & Training Supplies	600	600
2115. Minor Furniture & Fixtures	4,500	4,500
2120. Minor Equipment, Instruments & Tools	2,000	2,000
2140. Electrical Parts & Supplies	1,000	1,000
2155. Minor Computer Hardware & Peripherals	6,000	6,000
2160. Computer Software & Supplies	5,000	5,000
TOTAL 2000	23,100	23,100
3000. CONTRACTUAL SERVICES		
3010. Communication	5,000	5,000
3210. Hire of Equipment - Garage - Vehicles	8,603	8,903
3211. Hire of Equipment - Garage - Other	591,230	130,896
3212. Equipment Rental - External	8,500	8,500
3213. Hire of Equipment - Technology	287,556	306,826
3280. Temporary Help	10,000	10,000
3360. Special Postage & Express Shipping	150	0
3390. Other Special Services	15,000	15,000
3405. Software Maintenance	1,180,220	1,413,068
3406. Hardware Maintenance	60,000	60,000
3510. Travel	10,950	7,000
3520. Dues & Subscriptions	1,000	1,000
3525. Legal & Technical Reference Materials	600	600
3530. Training, Registration Fees, Etc.	30,700	30,700
3540. Educational Assistance	5,000	5,000
3900. Mileage	1,000	1,000
3920. Rent	2,500	2,500
TOTAL 3000	2,218,009	2,005,993
5000. MAINTENANCE OF EQUIPMENT		
5100. Data Processing Equipment	11,000	25,000
TOTAL 5000	11,000	25,000
GRAND TOTAL	$ 3,608,561	$ 3,413,324

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	INFORMATION SYSTEMS 0032

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
IS Manager	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
Network/PC Specialist	1	1	1	
Programmer/Analyst	5	6	6	
Systems Administrator	5	3	3	
Systems Analyst	0	1	1	
TOTAL	11	11	11	
TECHNICAL				
Communication Support Specialist	0	2	2	
Computer Operator	2	0	0	
End User Support Specialist	0	3	3	
PC Specialist	3	0	0	
TOTAL	5	5	5	
SUPERVISORY				
End User Support Supervisor	0	1	1	
Supervisor Computer Operations	1	0	0	
TOTAL	1	1	1	
BASE SALARIES				$ 993,564
LONGEVITY				6,636
SPECIAL PAY				13,147
OVERTIME				3,548
FRINGE BENEFITS				342,336
GRAND TOTAL	18	18	18	$ 1,359,231

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	COMMUNICATIONS MAINT. 0033

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 175,447	$ 148,862
2000. COMMODITIES	47,050	46,550
3000. CONTRACTUAL SERVICES	63,431	63,011
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	237,307	222,307
6000. MISCELLANEOUS	0	0
SUBTOTAL	523,235	480,730
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 523,235	$ 480,730

FUNCTION: This division is responsible for all radio maintenance for the entire City.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Respond to radio system problems within 1 hour	97%	98%	98%
Respond to 100% of production/radio system net-worth problems within 1 hour or sooner; clear 95% within 24 hours or sooner	98%	98%	98%
95% of PC repairs made within 72 hours or sooner	90%	95%	98%
Clear minor system wide problems within 1 hour	95%	98%	98%
Clear major system wide problems within 48 hours	97%	98%	98%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	COMMUNICATIONS MAINT. 0033

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 124,079	$ 101,388
Overtime	3,000	3,000
Other Benefits	48,368	44,474
TOTAL 1000	175,447	148,862
2000. COMMODITIES		
2010. Office Supplies	250	250
2115. Minor Furniture & Fixtures	500	0
2120. Minor Equipment, Instruments & Tools	8,300	8,300
2140. Electrical Parts & Supplies	37,500	37,500
2310. Janitorial Supplies	100	100
2570. Clothing, Dry Goods, Etc.	400	400
TOTAL 2000	47,050	46,550
3000. CONTRACTUAL SERVICES		
3010. Communication	2,400	2,500
3030. Light & Power	5,100	8,100
3210. Hire of Equipment - Garage - Vehicles	15,235	16,315
3213. Hire of Equipment - Technology	7,046	7,046
3280. Temporary Help	13,900	13,900
3510. Travel	2,500	2,500
3520. Dues & Subscriptions	150	150
3525. Legal & Technical Reference Materials	1,500	500
3530. Training, Registration Fees, Etc.	5,000	2,000
3540. Educational Assistance	600	0
3920. Rent	10,000	10,000
TOTAL 3000	63,431	63,011
5000. MAINTENANCE OF EQUIPMENT		
5101. Noncontractual Hardware Repair	60,000	45,000
5105. Communications Equipment	177,307	177,307
TOTAL 5000	237,307	222,307
GRAND TOTAL	$ 523,235	$ 480,730

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMM & INFO SYSTEMS 030	COMMUNICATIONS MAINT 0033

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
TECHNICAL				
Communications Technician	1	1	1	
Radio Technician	1	1	1	
TOTAL	2	2	2	
BASE SALARIES				$ 105,228
LONGEVITY				120
SPECIAL PAY				1,059
OVERTIME				3,000
FRINGE BENEFITS				39,455
GRAND TOTAL	2	2	2	$ 148,862

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	ACCOUNTING 0035

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,468,706	$ 1,416,688
2000. COMMODITIES	14,900	16,650
3000. CONTRACTUAL SERVICES	197,759	254,612
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,681,365	1,687,950
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,681,365	$ 1,687,950

FUNCTION: The Finance Department is supervised by the Director of Finance. The department is made up of the Accounting, Tax, Investments, Customer Service, and Water Meter Repair Shop Divisions.

Accounting maintains budgetary controls on all expenditures and revenues of the City; maintains central accounting records; distributes and maintains controls on payroll records; prepares financial statements; disburses on all City obligations; maintains City bank accounts; and has a general responsibility for financial forecasting and planning.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Publish monthly budget/activity status reports to users within 10 working days of month end	9 of 12 months	12 of 12 months	12 of 12 months
Deliver monthly Financial Summary to City Manager within 20 working days following end of month	9 of 12 months	9 of 12 months	12 of 12 months
Receive Certificate of Achievement for Excellence in Financial Reporting and Distinguished Budget Presentation Award from GFOA	2 received	2 submitted	2 submitted
Average annual collected balance in bank less than 1.00% (.0100) of portfolio	1.11% (.0111)	1.00% (.010)	1.00% (.010)

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	ACCOUNTING 0035

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,045,961	$ 976,119
Overtime	20,000	30,000
Other Benefits	402,745	410,569
TOTAL 1000	1,468,706	1,416,688
2000. COMMODITIES		
2010. Office Supplies	9,500	9,000
2115. Minor Furniture & Fixtures	900	1,000
2120. Minor Equipment, Instruments & Tools	400	400
2160. Computer Software & Supplies	4,000	6,000
2200. Food	100	250
TOTAL 2000	14,900	16,650
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	3,500	5,000
3213. Hire of Equipment - Technology	9,306	8,792
3220. Advertising	250	200
3240. Binding, Printing & Reproduction	1,500	500
3350. Bank Service	44,000	44,000
3360. Special Postage & Express Shipping	250	200
3390. Other Special Services	1,560	1,500
3410. Legal Fees	300	300
3440. External Audit Fees	120,000	175,000
3510. Travel	4,580	5,000
3520. Dues & Subscriptions	5,153	6,200
3525. Legal & Technical Reference Materials	300	800
3530. Training - Registration Fees	5,560	5,620
3540. Educational Assistance	1,500	1,500
TOTAL 3000	197,759	254,612
GRAND TOTAL	$ 1,681,365	$ 1,687,950

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	ACCOUNTING 0035

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Finance Director	1	1	1	
Comptroller	1	1	1	
Accounting Manager	1	1	1	
TOTAL	3	3	3	
PROFESSIONAL				
Accountant	6	6	6	
TOTAL	6	6	6	
TECHNICAL				
Accounting Assistant	2	2	2	
TOTAL	2	2	2	
CLERICAL				
Accounts Payable Specialist	4	3	3	
Administrative Assistant	1	2	2	
TOTAL	5	5	5	
BASE SALARIES				$ 978,603
PART TIME/TEMPORARY				32,295
LONGEVITY				16,068
SPECIAL PAY				13,769
OVERTIME				30,000
FRINGE BENEFITS				345,953
GRAND TOTAL	16	16	16	$ 1,416,688

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	INVESTMENTS 0037

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 112,572	$ 119,556
2000. COMMODITIES	0	400
3000. CONTRACTUAL SERVICES	0	14,615
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	112,572	134,571
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 112,572	$ 134,571

FUNCTION: Investments determines cash flow needs for payrolls, commodities, special services, and projects and insures that funds will be available when required. Funds in excess of present requirements are carefully and professionally managed to preserve capital and optimize safe and secure return.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Equal or exceed rate of return on 3-month T-bills	Exceeded 3-mo bill rate by 38 basis points	Exceed 3-mo bill rate by at least 100 basis points.	Exceed 3-mo bill rate by at least 100 basis points
Meet guidelines and restrictions on portfolio as outlined in Investment Policy	4 of 4 Quarters	4 of 4 Quarters	4 of 4 Quarters
Provide timely and accurate information and reports to management and Council	4 of 4 Quarters	4 of 4 Quarters	4 of 4 Quarters

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	INVESTMENTS 0037

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 85,458	$ 88,812
Other Benefits	27,114	30,744
TOTAL 1000	112,572	119,556
2000. COMMODITIES		
2010. Office Supplies	0	100
2115. Minor Furniture & Fixtures	0	200
2160. Computer Software & Supplies	0	100
TOTAL 2000	0	400
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	0	250
3213. Hire of Equipment - Technology	0	2,365
3446. Fund Management Subscriptions	0	5,000
3510. Travel	0	3,000
3520. Dues & Subscriptions	0	1,000
3525. Legal & Technical Reference Materials	0	1,000
3530. Training, Registration Fees, Etc.	0	2,000
TOTAL 3000	0	14,615
GRAND TOTAL	$ 112,572	$ 134,571

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	INVESTMENTS 0037

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Investment Manager	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 88,812
PROPOSED SALARY INCREASE				3,240
FRINGE BENEFITS				27,504
GRAND TOTAL	1	1	1	$ 119,556

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	PURCHASING 0040

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 331,703	$ 352,752
2000. COMMODITIES	4,278	4,478
3000. CONTRACTUAL SERVICES	25,205	29,722
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	361,186	386,952
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 361,186	$ 386,952

FUNCTION: The Purchasing Division is responsible either directly or through delegation of authority, for the purchase or contracting of all materials, supplies, equipment and contractual services needed by any and all departments of the City. The Purchasing Agent reports to the Director of Facilities and Fleet Management. The duty of the Purchasing Agent is to assure that the Division's responsibilities are carried out in compliance with policies and statutes.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Requisitions of less than $25,000 will be bid and PO issued within 7 to 14 calendar days	>97%	>99%	100%
Re-bids will be held to 15 or less per year	10	<15	<15
Information requests shall be completed within 1 work day	98%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	PURCHASING 0040

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 222,679	$ 230,880
Overtime	2,060	5,000
Other Benefits	106,964	116,872
TOTAL 1000	331,703	352,752
2000. COMMODITIES		
2010. Office Supplies	3,600	3,800
2115. Minor Furniture & Fixtures	500	500
2120. Minor Equipment, Instruments & Tools	128	128
2160. Computer Software & Supplies	50	50
TOTAL 2000	4,278	4,478
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	2,700	3,000
3213. Hire of Equipment - Technology	5,404	5,514
3220. Advertising	5,500	6,500
3240. Binding, Printing & Reproduction	30	30
3360. Special Postage & Express Shipping	70	0
3510. Travel	3,970	7,420
3520. Dues & Subscriptions	1,218	1,218
3530. Training, Registration Fees, Etc.	1,813	1,540
3540. Educational Assistance	4,500	4,500
TOTAL 3000	25,205	29,722
GRAND TOTAL	$ 361,186	$ 386,952

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	PURCHASING 0040

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
General Services Director		0.05	0.05	0.05	
Purchasing Agent		1	1	1	
	TOTAL	1.05	1.05	1.05	
PROFESSIONAL					
System Administrator		1	1	1	
	TOTAL	1	1	1	
TECHNICAL					
Purchasing Technician		3	3	3	
	TOTAL	3	3	3	
BASE SALARIES					$ 239,262
LONGEVITY					3,876
SPECIAL PAY					8,212
OVERTIME					5,000
FRINGE BENEFITS					96,402
GRAND TOTAL		5.05	5.05	5.05	$ 352,752

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	FACILITIES SERVICES 0041

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 332,538	$ 357,227
2000. COMMODITIES	7,300	6,950
3000. CONTRACTUAL SERVICES	745,150	840,563
4000. MAINTENANCE - STRUCTURES	267,132	602,000
5000. MAINTENANCE - EQUIPMENT	10,000	500
6000. MISCELLANEOUS	0	500
SUBTOTAL	1,362,120	1,807,740
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,362,120	$ 1,807,740

FUNCTION: This division maintains City Hall, Loraine Center, nine Fire Stations, Municipal Court, Animal Control, two Senior Centers, Health Department and several Operations Buildings, and does much of the maintenance of other City buildings. This division budget provides funds to pay for maintenance of heating and cooling equipment, janitorial services, general maintenance and remodeling services, and payment of electrical and natural gas bills for most of the above mentioned facilities.

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Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Insure that all occupied buildings are structurally sound and only minor maintenance work is required (Building Condition 2)	Meet	Meet	Meet
Response time for general building maintenance requests will be within 8 working hours	4 hours	4 hours	4 hours
Response time for emergency requests will be within 20 minutes	Meet	Meet	Meet

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	FACILITIES SERVICES 0041

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 226,165	$ 229,884
Overtime	8,700	20,000
Other Benefits	97,673	107,343
TOTAL 1000	332,538	357,227
2000. COMMODITIES		
2010. Office Supplies	800	800
2020. Educational & Training Supplies	500	500
2115. Minor Furniture & Fixtures	400	400
2120. Minor Equipment, Instruments & Tools	1,000	1,000
2140. Electrical Parts & Supplies	1,000	1,000
2160. Computer Software & Supplies	400	400
2170. Welding Supplies	600	500
2310. Janitorial Supplies	750	750
2320. Medical Supplies	350	350
2330. Chemicals & Insecticides	500	250
2570. Clothing, Dry Goods, Etc.	1,000	1,000
TOTAL 2000	7,300	6,950
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	80,000	82,400
3030. Light & Power	333,000	342,990
3040. Water	33,000	33,990
3210. Hire of Equipment - Garage - Vehicle	53,690	48,374
3212. Equipment Rental - External	0	250
3213. Hire of Equipment - Technology	3,746	3,746
3230. Laundry and Cleaning	200	200
3235. Janitorial Services	153,300	157,899
3310. Exterminator	6,000	6,000
3375. HVAC Services	42,500	125,000
3390. Other Special Services	38,714	38,714
3510. Travel	500	500
3530. Training, Registration Fees, Etc.	500	500
TOTAL 3000	745,150	840,563
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	267,132	602,000
TOTAL 4000	267,132	602,000

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	FACILITIES SERVICES 0041

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	$ 10,000	$ 500
TOTAL 5000	10,000	500
6000. MISCELLANEOUS		
6990. Miscellaneous	0	500
TOTAL 6000	0	500
GRAND TOTAL	$ 1,362,120	$ 1,807,740

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	GENERAL SERVICES 040	FACILITIES SERVICES 0041

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
General Services Director	0.15	0.15	0.15	
TOTAL	0.15	0.15	0.15	
SUPERVISORY				
Building Maintenance Superintendent	1	1	1	
TOTAL	1	1	1	
SKILLED CRAFT				
Building Maintenance Specialist	3	3	3	
TOTAL	3	3	3	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 238,503
LONGEVITY				1,887
SPECIAL PAY				1,652
OVERTIME				20,000
FRINGE BENEFITS				95,185
GRAND TOTAL	5.15	5.15	5.15	$ 357,227

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	INTERNAL AUDIT 0045

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 131,078	$ 130,851
2000. COMMODITIES	1,690	1,690
3000. CONTRACTUAL SERVICES	7,966	7,966
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	140,734	140,507
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 140,734	$ 140,507

FUNCTION: Internal Audit performs a wide range of operational audit activities of various organizations within the City, as well as external entities under contract with the City.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Percent of actual direct audit hours to total available hours	66%	72%	75%
Percent of planned audit hours to actual audit hours for completed audits	86%	80%	80%
Percent of audit recommendations accepted to total audit recommendations reported	90%	90%	95%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	INTERNAL AUDIT 0045

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 89,787	$ 87,288
Other Benefits	41,291	43,563
TOTAL 1000	131,078	130,851
2000. COMMODITIES		
2010. Office Supplies	650	650
2020. Educational & Training Supplies	80	80
2160. Computer Software & Supplies	960	960
TOTAL 2000	1,690	1,690
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	300	300
3213. Hire of Equipment - Technology	976	976
3405. Software Maintenance	440	440
3510. Travel	2,800	2,800
3520. Dues & Subscriptions	450	450
3530. Training, Registration Fees, Etc.	3,000	3,000
TOTAL 3000	7,966	7,966
GRAND TOTAL	$ 140,734	$ 140,507

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ADMINISTRATION 005	INTERNAL AUDIT 0045

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Internal Audit Manager	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 90,555
LONGEVITY				1,890
CERTIFICATION PAY				1,200
CAR ALLOWANCE				7,800
FRINGE BENEFITS				29,406
GRAND TOTAL	1	1	1	$ 130,851

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	TAX 0050

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	376,285	410,151
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	376,285	410,151
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 376,285	$ 410,151

FUNCTION: This division accounts for the City of Midland's portion of the Midland Central Appraisal District budget.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FINANCE 035	TAX 0050

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES		
3390. Other Special Services	$ 376,285	$ 410,151
TOTAL 3000	376,285	410,151
GRAND TOTAL	$ 376,285	$ 410,151

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	PLANNING & DEVELOPMENT 0055

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 657,287	$ 579,887
2000. COMMODITIES	13,000	13,000
3000. CONTRACTUAL SERVICES	342,872	287,012
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	200	200
SUBTOTAL	1,013,359	880,099
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,013,359	$ 880,099

FUNCTION: This division has the responsibility of providing technical assistance to the Planning and Zoning Commission and to the City Council on matters relating to land use, zoning, and the processing of subdivisions. This division conducts planning studies, maintains graphs and charts, land use maps, and zoning maps pertinent to planning the logical development of the City.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Increase/decrease of Application for:			
Plat cases	110	115	118
Zone cases	60	65	65
Specific Use Permit cases	18	20	20
Temporary Land Use Permit cases	13	15	15

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	PLANNING & DEVELOPMENT 0055

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 478,457	$ 408,180
Other Benefits	178,830	171,707
TOTAL 1000	657,287	579,887
2000. COMMODITIES		
2010. Office Supplies	7,000	7,000
2115. Minor Furniture & Fixtures	1,000	1,000
2160. Computer Software & Supplies	5,000	5,000
TOTAL 2000	13,000	13,000
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	6,197	6,718
3213. Hire of Equipment - Technology	0	6,419
3220. Advertising	10,000	10,000
3240. Binding, Printing & Reproduction	50	50
3280. Temporary Help	12,000	10,000
3360. Special Postage & Express Shipping	45	45
3420. Legal Filing Fees	180	180
3450. Consulting Fees	300,000	239,000
3510. Travel	9,000	9,000
3520. Dues & Subscriptions	2,000	2,200
3530. Training, Registration Fees, Etc.	3,400	3,400
TOTAL 3000	342,872	287,012
6000. MISCELLANEOUS		
6990. Miscellaneous	200	200
TOTAL 6000	200	200
GRAND TOTAL	$ 1,013,359	$ 880,099

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	PLANNING & DEVELOPMENT 0055

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Planning Division Manager	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
Planner	4	4	4	
TOTAL	4	4	4	
TECHNICAL				
Associate Planner	1	1	1	
TOTAL	1	1	1	
CLERICAL				
Account Clerk	1	1	1	
Administrative Assistant	1	1	1	
TOTAL	2	2	2	
BASE SALARIES				$ 423,222
LONGEVITY				3,846
SPECIAL PAY				3,893
FRINGE BENEFITS				148,926
GRAND TOTAL	8	8	8	$ 579,887

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	COMMUNITY DEVELOPMENT 0056

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 210,667	$ 210,377
2000. COMMODITIES	1,200	1,200
3000. CONTRACTUAL SERVICES	20,145	27,873
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	232,012	239,450
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 232,012	$ 239,450

FUNCTION: This division is responsible for daily program management, oversight and coordination of the Community Development Block Grant (CDBG) program. The division prepares the annual application for funds, maintains the Consolidated Plan for Community Development and Housing Funds, contracts with subrecipient agencies, conducts fair housing programming and environmental reviews, monitors all CDBG projects, and addresses a variety of federal requirements on a general basis and for project specific situations. Additionally, the division administers the City housing programs - housing rehabilitation loans, emergency repair grants and home purchase assistance loans.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Complete housing cases within the time established for each program	95%	95%	95%
Perform necessary tasks so that funded projects or programs can have their administrative, contracting or procurement processes completed by the third City Council meeting after the requests for assistance was made	95%	95%	95%
Complete the processing of all payment requests within two days of receipt	97%	97%	98%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	COMMUNITY DEVELOPMENT 0056

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 151,956	$ 147,732
Other Benefits	58,711	62,645
TOTAL 1000	210,667	210,377
2000. COMMODITIES		
2010. Office Supplies	600	600
2120. Minor Equipment, Instruments & Tools	100	100
2155. Minor Computer Hardware & Peripherals	50	50
2160. Computer Software & Supplies	300	300
2570. Clothing, Dry Goods, Etc.	100	100
2620. Postage	50	50
TOTAL 2000	1,200	1,200
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	7,922	6,650
3212. Equipment Rental - External	1,800	1,800
3213. Hire of Equipment - Technology	1,623	1,623
3220. Advertising	3,200	3,200
3240. Binding, Printing & Reproduction	100	100
3360. Special Postage & Express Shipping	100	100
3390. Other Special Services	1,500	1,500
3420. Legal Filing Fees	100	100
3440. External Audit Fees	0	9,000
3510. Travel	2,800	2,800
3520. Dues & Subscriptions	200	200
3530. Training, Registration Fees, Etc.	800	800
TOTAL 3000	20,145	27,873
GRAND TOTAL	$ 232,012	$ 239,450

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	COMMUNITY DEVELOPMENT 0056

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Community Development Admin.	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
Program Coordinator	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
CDBG Program Specialist	1	1	0	
TOTAL	1	1	0	
BASE SALARIES				$ 153,240
LONGEVITY				3,075
SPECIAL PAY				3,067
FRINGE BENEFITS				50,995
GRAND TOTAL	3	3	2	$ 210,377

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	CODE ADMINISTRATION 0060

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,875,196	$ 2,020,005
2000. COMMODITIES	37,500	35,500
3000. CONTRACTUAL SERVICES	564,497	544,519
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	2,477,193	2,600,024
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 2,477,193	$ 2,600,024

FUNCTION: This division makes detailed inspections of all new building, plumbing, electrical facilities, and other mechanical installation; issues various construction permits, collects water and sewer pro rata and tap fees; enforces building, electrical, plumbing, zoning, sign, swimming pool, water well and trailer park ordinances; and property maintenance codes pertaining to such matters as dilapidated structures, junk vehicles, weeds and debris, and nuisance water in streets. The division seeks out code violations and attempts to bring them into compliance. Contracts are prepared and supervised for removal of dilapidated structures and clearing of weedy lots. Complaints are filed in Municipal Court when other code violations are not corrected. The division also processes appeals to the Building Code Board of Appeals and Zoning Board of Adjustment, and reviews and proposes updating of the various codes on a continuing basis as needed.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Review residential plan permits within 48 hours of receiving completed application	1,407 of 1,532 90.1%	1,407 of 1,532 92%	1,225 of 1,300 94%
Review commercial plan permits within 7 days of receiving completed application	295 of 383 77.0%	275 of 400 68.8%	250 of 275 90.9%
Respond to request for building inspections within 24 hours	24,500 of 28,325 86.5%	25,000 of 29,000 86.2%	24,000 of 26,000 92.3%
Check each property within the city limits for property code compliance	87%	90%	95%
Achieve compliance to City of Midland property maintenance codes	66%	70%	80%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	DEVELOPMENT SERVICES 075	CODE ADMINISTRATION 0060

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,321,806	$ 1,405,238
Overtime	5,000	5,000
Other Benefits	548,390	609,767
TOTAL 1000	1,875,196	2,020,005
2000. COMMODITIES		
2010. Office Supplies	10,000	10,000
2020. Educational & Training Supplies	2,500	2,500
2115. Minor Furniture & Fixtures	5,000	5,000
2120. Minor Equipment, Instruments & Tools	4,000	5,000
2155. Minor Computer Hardware & Peripherals	1,000	1,000
2160. Computer Software & Supplies	10,000	5,000
2570. Clothing, Dry Goods, Etc.	5,000	7,000
TOTAL 2000	37,500	35,500
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	150,340	158,876
3213. Hire of Equipment - Technology	11,545	17,193
3220. Advertising	1,000	1,000
3240. Binding, Printing & Reproduction	4,000	4,000
3280. Temporary Help	20,000	20,000
3420. Legal Filing Fees	10,000	10,000
3450. Consulting Fees	139,612	100,000
3510. Travel	21,000	23,500
3520. Dues & Subscriptions	2,000	2,000
3530. Training, Registration Fees, Etc.	15,000	15,550
3540. Educational Assistance	0	2,400
3950. Cleaning Lots	90,000	90,000
3955. Demolition of Dangerous Buildings	100,000	100,000
TOTAL 3000	564,497	544,519
GRAND TOTAL	$ 2,477,193	$ 2,600,024

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL	DEVELOPMENT SERVICES	CODE ADMINISTRATION
001	075	0060

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Development Services Director	1	1	1	
Asst Development Services Director	1	1	1	
Building Official	1	1	1	
Assistant Manager	1	0	0	
Oil & Gas Coordinator	0	1	1	
TOTAL	4	4	4	
PROFESSIONAL				
Commercial Plans Examiner	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
Code Enforcement Officer	6	7	7	
Code Enforcement Supervisor	1	1	1	
Inmate Work/Maintenance Supervisor	0	1	2	
Inspector	6	6	6	
Plan Reviewer	1	1	1	
TOTAL	14	16	17	
OPERATIONS				
Maintenance Specialist	4	4	4	
TOTAL	4	4	4	
CLERICAL				
Account Clerk	3	3	3	
Administrative Assistant	1	1	1	
TOTAL	4	4	4	
BASE SALARIES				$ 1,456,253
LONGEVITY				12,294
SPECIAL PAY				10,979
OVERTIME				5,000
FRINGE BENEFITS				535,479
GRAND TOTAL	27	29	30	$ 2,020,005

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	GIS ADMINISTRATION 0075

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 477,067	$ 437,827
2000. COMMODITIES	5,535	3,450
3000. CONTRACTUAL SERVICES	178,041	145,920
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	660,643	587,197
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 660,643	$ 587,197

FUNCTION: This division is responsible for the City of Midland Geographic Information System (GIS) database. The division provides timely and accurate geographic data, maps and custom applications to City employees and the general public. The division also provides GIS training and support services to end users in multiple city departments and other outside agencies. Some examples of GIS data layers available include: property boundaries, infrastructure assets, administrative districts, etc.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Manage the ArcSDE Enterprise Geodatabase Uptime	95%	98%	99%
Keep GIS base map data current for internal and external users	99%	98%	99%
Provide GIS end users and GIS staff with the necessary training and support so they can effectively use the GIS software	99%	99%	99%
Develop requested GIS applications in a timely manner with the necessary functionality	99%	99%	99%
Complete requested map products in 5 business days	100%	100%	100%
Complete requested data orders in 10 business days	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	GIS ADMINISTRATION 0075

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 345,228	$ 310,296
Other Benefits	131,839	127,531
TOTAL 1000	477,067	437,827
2000. COMMODITIES		
2010. Office Supplies	2,500	2,500
2115. Minor Furniture & Fixtures	250	250
2155. Minor Computer Hardware & Peripherals	2,585	500
2570. Clothing, Dry Goods, Etc.	150	150
2620. Postage	50	50
TOTAL 2000	5,535	3,450
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	500	500
3213. Hire of Equipment - Technology	4,741	4,620
3240. Binding, Printing & Reproduction	500	500
3390. Other Special Services	150,000	125,000
3405. Software Maintenance	4,400	4,400
3510. Travel	7,000	5,000
3520. Dues & Subscriptions	900	900
3530. Training, Registration Fees, Etc.	9,000	5,000
3540. Educational Assistance	1,000	0
TOTAL 3000	178,041	145,920
GRAND TOTAL	$ 660,643	$ 587,197

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	GIS ADMINISTRATION 0075

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
GIS Division Manager	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
GIS Database Administrator	1	1	1	
GIS Lead Analyst	1	1	1	
TOTAL	2	2	2	
TECHNICAL				
Engineering Technician	1	1	1	
GIS Specialist	1	1	1	
GIS Technician	2	2	2	
TOTAL	4	4	4	
BASE SALARIES				$ 321,804
LONGEVITY				3,618
SPECIAL PAY				3,756
FRINGE BENEFITS				108,649
GRAND TOTAL	7	7	7	$ 437,827

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	ENGINEERING SERVICES 0080

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,169,858	$ 1,442,550
2000. COMMODITIES	13,400	18,150
3000. CONTRACTUAL SERVICES	269,809	451,038
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	2,000	4,450
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,455,067	1,916,188
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,455,067	$ 1,916,188

FUNCTION: This division includes the office of the Engineering Director who supervises and directs the activities of the Engineering Services Department. The divisions of the department include: Geographic Information System Administration, Engineering Services, and Transportation.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	ENGINEERING SERVICES 0080

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 832,577	$ 1,013,177
Overtime	10,716	10,716
Other Benefits	326,565	418,657
TOTAL 1000	1,169,858	1,442,550
2000. COMMODITIES		
2010. Office Supplies	6,000	6,000
2110. Motor Vehicle Supplies	50	50
2115. Minor Furniture & Fixtures	1,500	1,500
2120. Minor Equipment, Instruments & Tools	2,000	2,500
2155. Minor Computer Hardware & Peripherals	1,000	2,500
2160. Computer Software & Supplies	1,000	2,450
2310. Janitor Supplies	50	50
2320. Medical Supplies	50	50
2570. Clothing, Dry Goods, Etc.	1,500	2,500
2620. Postage	250	550
TOTAL 2000	13,400	18,150
3000. CONTRACTUAL SERVICES		
3010. Communication	0	350
3030. Light & Power	2,000	2,000
3210. Hire of Equipment - Garage - Vehicles	29,408	51,743
3212. Equipment Rental - External	1,561	1,575
3213. Hire of Equipment - Technology	8,880	9,870
3220. Advertising	500	500
3240. Binding, Printing & Reproduction	50	50
3270. Notary Bonds	150	200
3360. Special Postage & Express Shipping	300	0
3390. Other Special Services	168,000	750
3405. Software Maintenance	6,000	2,000
3450. Consulting Fees	0	350,000
3510. Travel	28,600	15,000
3520. Dues & Subscriptions	5,500	6,500
3530. Training, Registration Fees, Etc.	18,360	10,000
3540. Educational Assistance	500	500
TOTAL 3000	269,809	451,038

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	ENGINEERING SERVICES 0080

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5100. Data Processing Equipment	$ 0	$ 2,450
5120. Instruments & Apparatus (Major)	2,000	2,000
TOTAL 5000	2,000	4,450
GRAND TOTAL	$ 1,455,067	$ 1,916,188

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	ENGINEERING SERVICES 0080

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Engineering Director	1	1	1	
City Engineer	1	1	1	
Assistant City Engineer	1	1	1	
TOTAL	3	3	3	
PROFESSIONAL				
Engineer	2	2	2	
TOTAL	2	2	2	
TECHNICAL				
Engineering Technician	9	9	9	
Project Manager	0	0	1	
TOTAL	9	9	10	
SUPERVISORY				
Chief City Surveyor	1	1	1	
TOTAL	1	1	1	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 1,043,208
PART TIME/TEMPORARY				3,713
LONGEVITY				10,011
SPECIAL PAY				9,450
OVERTIME				10,716
FRINGE BENEFITS				365,452
GRAND TOTAL	16	16	17	$ 1,442,550

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	TRANSPORTATION 0085

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 3,446,939	$ 3,722,308
2000. COMMODITIES	259,591	327,620
3000. CONTRACTUAL SERVICES	2,263,730	2,033,055
4000. MAINTENANCE - STRUCTURES	5,646,500	6,356,500
5000. MAINTENANCE - EQUIPMENT	181,600	366,600
6000. MISCELLANEOUS	0	0
SUBTOTAL	11,798,360	12,806,083
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	30,000	0
8000. EQUIPMENT	0	0
SUBTOTAL	30,000	0
TOTAL	$ 11,828,360	$ 12,806,083

FUNCTION: The Transportation Division is one of six divisions within the Department of Development Services. The purpose of the division is to manage and maintain all public right-of-ways within the corporate limits of the City of Midland. This includes the operation, installation and maintenance of the city traffic signal system and traffic control devices as well as the maintenance and repair of all pavement surfaces within the municipal domain.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Respond to citizen requests for Traffic Control Devices within 10 days	98%	99%	100%
Respond to calls for malfunctioning traffic signals within 20 minutes during normal working days/ 30 minutes after hours	99%	99%	100%
Pothole Repair			
a) complaint originated - respond within 3-5 days	98%	98%	99%
b) emergency potholes - respond within 24 hours	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	TRANSPORTATION 0085

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 2,248,676	$ 2,364,413
Overtime	59,584	80,000
Other Benefits	1,138,679	1,277,895
TOTAL 1000	3,446,939	3,722,308
2000. COMMODITIES		
2010. Office Supplies	10,000	12,000
2020. Educational & Training Supplies	850	1,500
2110. Motor Vehicle Supplies	600	1,750
2111. Motor Vehicle Accessories	0	200
2115. Minor Furniture & Fixtures	600	2,000
2120. Minor Equipment, Instruments & Tools	20,000	60,000
2150. Heating Fuel Supplies	400	400
2155. Minor Computer Hardware & Peripherals	5,500	5,500
2160. Computer Software & Supplies	3,000	3,000
2170. Welding Supplies	2,000	2,000
2200. Food	571	600
2220. Ice	2,820	2,820
2310. Janitor Supplies	2,700	2,700
2320. Medical Supplies	150	750
2330. Chemicals & Insecticides	8,350	8,350
2410. Traffic Supplies	178,000	200,000
2420. Barricades & Warning Signs	10,000	10,000
2570. Clothing, Dry Goods, Etc.	14,000	14,000
2620. Postage	50	50
TOTAL 2000	259,591	327,620
3000. CONTRACTUAL SERVICES		
3010. Communication	0	400
3020. Heat & Natural Gas	4,000	6,500
3030. Light & Power	180,000	160,000
3040. Water	3,000	1,690
3200. Lab Tests - Streets	500	500
3210. Hire of Equipment - Garage - Vehicles	1,815,919	1,752,622
3212. Equipment Rental - External	4,600	4,600
3213. Hire of Equipment - Technology	18,371	18,703
3230. Laundry & Cleaning	4,820	4,820
3235. Janitorial Services	9,240	9,240
3280. Temporary Help	1,800	2,000
3320. Wrecker Services	500	500
3390. Other Special Services	5,000	5,000

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	TRANSPORTATION 0085

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3405. Software Maintenance	$ 1,000	$ 1,000
3450. Consulting Fees	182,000	30,000
3510. Travel	14,700	16,550
3520. Dues & Subscriptions	1,900	1,900
3530. Training, Registration Fees, Etc.	12,700	13,350
3540. Educational Assistance	2,000	2,000
3920. Rent	1,680	1,680
TOTAL 3000	2,263,730	2,033,055
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	10,000	10,000
4120. Storm Sewers	1,500	1,500
4210. Sidewalks, Curbs, Culverts, Etc.	35,000	45,000
4220. Streets, Roadways, Etc.	1,300,000	1,300,000
4240. Seal Coat Application	4,300,000	5,000,000
TOTAL 4000	5,646,500	6,356,500
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	3,000	3,000
5120. Instruments & Apparatus (Major)	3,600	3,600
5210. Signal System	175,000	360,000
TOTAL 5000	181,600	366,600
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7320. Traffic Signal Systems	30,000	0
TOTAL 7000	30,000	0
GRAND TOTAL	$ 11,828,360	$ 12,806,083

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	TRANSPORTATION 0085

POSITION TITLE	EMPLOYEES			BUDGET
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015	2014-2015
MANAGEMENT				
City Traffic Engineer	1	1	1	
Assistant Transportation Manager	1	1	1	
Superintendent	2	2	2	
TOTAL	4	4	4	
TECHNICAL				
Construction Inspector	0	0	1	
Engineering Techician	2	2	2	
Operations Planner	1	1	1	
Project Manager	0	1	0	
Traffic Signal Mechanic	1	1	1	
Traffic Signal Technician	3	3	3	
TOTAL	7	8	8	
SUPERVISORY				
Labor Supervisor	5	5	5	
Senior Traffic Engineer Technician	1	1	1	
Traffic Signal Supervisor	1	1	1	
TOTAL	7	7	7	
SKILLED CRAFT				
Sign Technician	1	1	1	
TOTAL	1	1	1	
OPERATIONS				
Equipment Operator	33	32	28	
Maintenance Specialist	8	8	8	
TOTAL	41	40	36	
CLERICAL				
Administrative Assistant	2	2	2	
Records Specialist	1	1	0	
TOTAL	3	3	2	

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	ENGINEERING 080	TRANSPORTATION 0085

POSITION TITLE	EMPLOYEES			BUDGET
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015	2014-2015
BASE SALARIES				$ 2,426,737
PART TIME/TEMPORARY				25,621
LONGEVITY				28,239
SPECIAL PAY				60,342
OVERTIME				80,000
FRINGE BENEFITS				1,101,369
GRAND TOTAL	63	63	58	$ 3,722,308

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	PARKS 0090

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 2,127,127	$ 2,270,723
2000. COMMODITIES	111,550	90,150
3000. CONTRACTUAL SERVICES	3,681,406	3,723,535
4000. MAINTENANCE - STRUCTURES	214,500	189,000
5000. MAINTENANCE - EQUIPMENT	10,500	9,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	6,145,083	6,282,908
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	200,000	300,000
SUBTOTAL	200,000	300,000
TOTAL	$ 6,345,083	$ 6,582,908

FUNCTION: The Community Services Director has general responsibility for all programs in Parks and Recreation, Martin Luther King Jr. Center, Health and Senior Services, and Animal Services. The parks function of this division provides for general purpose public parks. The recreational function is chiefly carried out through a system of privatization contracts and operating agreements. The division provides liaison support to numerous nonprofit and civic organizations which in turn provide for and carry out a full scope of recreational services for the citizens throughout the year.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	PARKS 0090

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,398,361	$ 1,441,879
Overtime	34,506	25,000
Other Benefits	694,260	803,844
TOTAL 1000	2,127,127	2,270,723
2000. COMMODITIES		
2010. Office Supplies	4,000	4,000
2020. Educational & Training Supplies	2,500	2,000
2115. Minor Furniture & Fixtures	1,000	1,000
2120. Minor Equipment, Instruments & Tools	13,000	10,000
2140. Electrical Parts & Supplies	30,000	18,000
2150. Heating Fuel Supplies	500	500
2170. Welding Supplies	4,000	3,500
2200. Food	2,500	2,500
2210. Water	1,500	2,000
2220. Ice	2,000	4,000
2310. Janitor Supplies	17,500	15,000
2320. Medical Supplies	250	250
2330. Chemicals & Insecticides	2,000	1,500
2510. Recreational Supplies	8,000	8,000
2520. Botanical & Agricultural Supplies	10,000	7,500
2570. Clothing, Dry Goods, Etc.	10,000	8,500
2620. Postage	1,300	500
2640. Safety Supplies & Minor Equipment	1,000	1,000
2650. Photographic Supplies	500	400
TOTAL 2000	111,550	90,150
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	12,000	10,000
3030. Light & Power	450,000	450,000
3040. Water	700,000	875,000
3113. General Liability, Worker's Compensation Penalty	-2,788	0
3210. Hire of Equipment - Garage - Vehicles	380,270	367,673
3212. Equipment Rental - External	10,000	5,000
3213. Hire of Equipment - Technology	4,370	2,827
3220. Advertising	2,000	2,000
3235. Janitorial Services	5,000	2,500
3240. Binding, Printing & Reproduction	3,000	2,640
3280. Temporary Help	13,000	15,000
3310. Exterminator	500	1,000
3370. Grounds Maintenance	2,000,000	1,900,000

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	PARKS 0090

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3390. Other Special Services	$ 45,000	$ 25,000
3450. Consulting Fees	45,654	50,000
3510. Travel	5,300	8,400
3520. Dues & Subscriptions	1,500	1,200
3530. Training, Registration Fees, Etc.	3,100	3,295
3540. Educational Assistance	2,500	1,000
3550. Employee Awards	1,000	1,000
TOTAL 3000	3,681,406	3,723,535
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	115,500	100,000
4012. Security Fencing	7,000	7,000
4210. Sidewalks, Curbs, Culverts, Etc.	7,000	7,000
4940. Irrigation Equipment	85,000	75,000
TOTAL 4000	214,500	189,000
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	2,500	2,500
5110. Machinery, Tools, & Implements	8,000	7,000
TOTAL 5000	10,500	9,500
CAPITAL OUTLAY		
8000. EQUIPMENT		
8441. Recreational Equipment	200,000	300,000
TOTAL 8000	200,000	300,000
GRAND TOTAL	$ 6,345,083	$ 6,582,908

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	PARKS 0090

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Community Services Director	1	1	1	
Assistant Parks & Recreation Mgr	1	1	1	
Parks and Recreation Manager	1	1	1	
Parks Superintendent	1	1	1	
TOTAL	4	4	4	
PROFESSIONAL				
Urban Forester	1	0	0	
TOTAL	1	0	0	
TECHNICAL				
Construction Inspector	0	0	1	
TOTAL	0	0	1	
SUPERVISORY				
Construction Supervisor	1	1	1	
Irrigation Supervisor	1	1	1	
Labor Supervisor	3	3	3	
TOTAL	5	5	5	
SKILLED CRAFT				
Construction Specialist	5	5	5	
Electrician Apprentice	1	1	1	
Irrigation Technician	6	5	5	
Small Engine Mechanic	1	1	1	
Welder	1	1	1	
TOTAL	14	13	13	
OPERATIONS				
Equipment Operator	2	2	1	
Maintenance Specialist	14	16	15	
TOTAL	16	18	16	

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	PARKS 0090

POSITION TITLE	EMPLOYEES			BUDGET 2014-2015
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015	
BASE SALARIES				$ 1,474,874
PART TIME/TEMPORARY				20,000
LONGEVITY				20,421
SPECIAL PAY				35,149
OVERTIME				25,000
FRINGE BENEFITS				695,279
GRAND TOTAL	40	40	39	$ 2,270,723

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	ANIMAL SERVICES 0091

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 658,092	$ 709,578
2000. COMMODITIES	46,670	48,670
3000. CONTRACTUAL SERVICES	328,652	334,338
4000. MAINTENANCE - STRUCTURES	2,500	3,000
5000. MAINTENANCE - EQUIPMENT	700	1,500
6000. MISCELLANEOUS	1,000	1,000
SUBTOTAL	1,037,614	1,098,086
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,037,614	$ 1,098,086

FUNCTION: This division picks up and impounds stray animals, picks up dead animals, keeps records of all animals impounded, issues receipts of all fees collected, maintains the shelter properly, and enforces ordinances as passed by the City Charter and state laws as mandated.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Response Time: Complaint	30 minutes	30 minutes	30 minutes
Emergency	15 minutes	15 minutes	15 minutes
Daily Trap requests per day.	4	4	4
Month: Micro-chips sold	100	125	130
Licenses issued	1,974	1500	1600
Pet reclaim	70	70	80
Pet adoption	49	55	60
Spay/Neuter Vouchers per month: Issued	260	255	270
Redeemed	224	230	240
Bite investigations per month	35	35	35

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	ANIMAL SERVICES 0091

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 444,048	$ 456,048
Overtime	2,871	20,000
Other Benefits	211,173	233,530
TOTAL 1000	658,092	709,578
2000. COMMODITIES		
2010. Office Supplies	2,500	2,500
2020. Educational & Training Supplies	500	500
2120. Minor Equipment, Instruments & Tools	3,500	4,000
2170. Welding Supplies	170	170
2310. Janitor Supplies	5,000	5,000
2320. Medical Supplies	10,000	11,000
2330. Chemicals & Insecticides	2,500	2,500
2530. Animal Feed	6,000	6,000
2540. Ammunition	100	100
2560. Laboratory Supplies	12,000	12,000
2570. Clothing, Dry Goods, Etc.	3,000	3,500
2610. Pet License Tag	1,400	1,400
TOTAL 2000	46,670	48,670
3000. CONTRACTUAL SERVICES		
3030. Light & Power	8,000	8,000
3040. Water	9,000	10,000
3210. Hire of Equipment - Garage - Vehicles	103,026	92,812
3212. Equipment Rental - External	3,000	2,500
3213. Hire of Equipment - Technology	4,626	4,626
3220. Advertising	500	400
3240. Binding, Printing & Reproduction	2,800	2,800
3350. Bank Services	800	800
3360. Special Postage & Express Shipping	2,000	2,000
3460. Veterinary Fees	185,000	200,000
3510. Travel	5,000	5,500
3520. Dues & Subscriptions	1,000	1,000
3530. Training, Registration Fees, Etc.	2,000	2,000
3540. Educational Assistance	1,800	1,800
3900. Mileage	100	100
TOTAL 3000	328,652	334,338

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	ANIMAL SERVICES 0091

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	$ 2,500	$ 3,000
TOTAL 4000	2,500	3,000
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	700	700
5120. Instruments & Apparatus (Major)	0	800
TOTAL 5000	700	1,500
6000. MISCELLANEOUS		
6990. Miscellaneous	1,000	1,000
TOTAL 6000	1,000	1,000
GRAND TOTAL	$ 1,037,614	$ 1,098,086

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	ANIMAL SERVICES 0091

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Animal Services Manager	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
Animal Services Officer	5	5	5	
TOTAL	5	5	5	
SUPERVISORY				
Assistant Animal Services Manager	1	1	1	
TOTAL	1	1	1	
OPERATIONS				
Maintenance Specialist	3	3	3	
TOTAL	3	3	3	
CLERICAL				
Administrative Assistant	1	1	1	
Records Specialist	2	2	2	
TOTAL	3	3	3	
BASE SALARIES				$ 473,013
LONGEVITY				4,713
SPECIAL PAY				3,694
OVERTIME				20,000
FRINGE BENEFITS				208,158
GRAND TOTAL	13	13	13	$ 709,578

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	RECREATION 0093

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 538,545	$ 551,624
2000. COMMODITIES	81,650	80,475
3000. CONTRACTUAL SERVICES	111,976	116,864
4000. MAINTENANCE - STRUCTURES	59,500	59,500
5000. MAINTENANCE - EQUIPMENT	3,000	5,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	794,671	813,463
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 794,671	$ 813,463

FUNCTION: The Community Services Director has general responsibility for all programs in Parks, Recreation, Health and Senior Services, Hogan Park Golf Course, and Animal Services. The recreation function provides liaison support to numerous nonprofit and civic organizations which in turn provide for and carry out a full scope of recreational services for the citizens throughout the year. In addition to programs offered by the City, the recreational function is also carried out through a system of privatization contracts and operating agreements. The Martin Luther King Jr. Community Center provides a facility for the citizens to socialize and programming for wellness opportunities. Youth development activities are also housed in this facility. Rooms at the Martin Luther King Jr. Center are available for public use through a rental system, as are rentals of other city parks and park facilities.

Activity / Performance Measures

Activity/Performance Measure		2013 Achievements	2014 Expectations	2015 Targets
The number of yearly:	MLK facility reservations	130	140	150
	MLK waived rental fees	1	5	0
	Pool facility rentals	30	32	45
The total revenue collected for Recreation Division programs and reservations during the year (with pools)		$73,772	$80,000	$100,000
The total number of Recreation Divison participants during the year (with pools)		76,474	80,000	125,000

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	RECREATION 0093

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 415,190	$ 408,824
Overtime	5,000	20,000
Other Benefits	118,355	122,800
TOTAL 1000	538,545	551,624
2000. COMMODITIES		
2010. Office Supplies	4,000	3,500
2020. Educational/ Training Supplies	1,500	1,600
2115. Minor Furniture & Fixtures	2,000	1,000
2120. Minor Equipment, Instruments & Tools	10,000	5,000
2140. Electrical Parts & Supplies	750	1,000
2200. Food	2,300	2,500
2220. Ice	2,100	2,100
2310. Janitor Supplies	6,000	5,000
2320. Medical Supplies	500	500
2330. Chemicals & Insecticides	32,000	32,000
2510. Recreational Supplies	10,000	21,750
2570. Clothing, Dry Goods, Etc.	6,000	2,525
2620. Postage	500	500
2640. Safety Supplies & Minor Equipment	3,000	1,000
2650. Photographic Supplies	1,000	500
TOTAL 2000	81,650	80,475
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	10,000	9,000
3030. Light & Power	25,000	25,000
3040. Water	10,000	15,500
3210. Hire of Equipment - Garage - Vehicles	12,607	12,355
3212. Equipment Rental - External	5,000	3,000
3213. Hire of Equipment - Technology	3,394	5,965
3220. Advertising	20,000	15,000
3230. Laundry & Cleaning	500	500
3235. Janitorial Services	6,000	11,500
3240. Binding, Printing & Reproduction	2,500	1,569
3310. Exterminator	500	1,675
3315. Security Services	0	4,400
3390. Other Special Services	5,000	2,000
3510. Travel	4,650	6,200
3520. Dues & Subscriptions	750	1,000
3530. Training, Registration Fees, Etc.	6,075	2,200
TOTAL 3000	111,976	116,864

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	RECREATION 0093

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	$ 7,500	$ 7,500
4920. Swimming Pools	52,000	52,000
TOTAL 4000	59,500	59,500
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	3,000	5,000
TOTAL 5000	3,000	5,000
GRAND TOTAL	$ 794,671	$ 813,463

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	RECREATION 0093

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Assistant Manager Recreation	1	0	0	
Recreation Superintendent	0	1	1	
TOTAL	1	1	1	
TECHNICAL				
Aquatic Recreation Coordinator	1	1	1	
TOTAL	1	1	1	
SKILLED CRAFT				
Facility Operator	1	1	1	
TOTAL	1	1	1	
OPERATIONS				
Program Specialist	3	3	3	
TOTAL	3	3	3	
CLERICAL				
Secretary	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 247,740
PART TIME/TEMPORARY				170,000
LONGEVITY				1,092
OVERTIME				20,000
FRINGE BENEFITS				112,792
GRAND TOTAL	7	7	7	$ 551,624

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	HEALTH & SENIOR SERVICES 0100

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,235,068	$ 1,295,476
2000. COMMODITIES	321,875	309,750
3000. CONTRACTUAL SERVICES	526,902	648,390
4000. MAINTENANCE - STRUCTURES	1,000	0
5000. MAINTENANCE - EQUIPMENT	200	200
6000. MISCELLANEOUS	100	100
SUBTOTAL	2,085,145	2,253,916
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	10,808
SUBTOTAL	0	10,808
TOTAL	$ 2,085,145	$ 2,264,724

FUNCTION: This department is concerned with the prevention of disease and promotion of good health and well-being by community effort. Various programs carried out by this department are environmental sanitation, food establishment inspection, vector control, public health laboratory services, public health education, communicable disease control, public health laboratory services, and the maintenance of records on vital statistics such as immunization , and all illness.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Communicable disease reports will be investigated within 8 hours	85%	85%	90%
MHD patients ages 0-2 will have a 90% compliance rate for up-to-date immunizations	65%	75%	90%
85% of environmental complaints will be investigated within 48 hours	70%	85%	85%
90% of food service establishments will be inspected a minimum of 3 times per year	70%	85%	90%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	HEALTH & SENIOR SERVICES 0100

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 867,590	$ 887,922
Other Benefits	367,478	407,554
TOTAL 1000	1,235,068	1,295,476
2000. COMMODITIES		
2010. Office Supplies	12,500	12,500
2020. Educational & Training Supplies	800	800
2115. Minor Furniture & Fixtures	5,000	5,000
2120. Minor Equipment, Instruments & Tools	7,000	7,000
2140. Electrical Parts & Supplies	500	500
2160. Computer Software & Supplies	2,000	2,000
2310. Janitorial Supplies	300	300
2320. Medical Supplies	28,000	16,000
2321. TDH Medical Supplies	256,000	256,000
2330. Chemicals & Insecticides	7,650	7,650
2570. Clothing, Dry Goods, Etc.	2,000	2,000
2620. Postage	125	0
TOTAL 2000	321,875	309,750
3000. CONTRACTUAL SERVICES		
3010. Communication	8,000	8,000
3020. Heat & Natural Gas	10,000	10,000
3030. Light & Power	36,000	36,000
3040. Water	3,000	3,000
3113. General Liability, Worker's Compensation Penalty	-3,703	0
3210. Hire of Equipment - Garage - Vehicles	43,744	46,459
3212. Equipment Rental - External	3,500	3,500
3213. Hire of Equipment - Technology	19,872	21,412
3220. Advertising	2,000	2,000
3235. Janitorial Services	350	350
3240. Binding, Printing & Reproduction	2,000	2,000
3250. Billing & Collection Fees	10,139	10,139
3270. Notary Bonds	100	100
3300. Outside Sanitation Services	10,000	21,600
3350. Bank Services	1,300	1,300
3360. Special Postage & Express Shipping	1,000	1,000
3390. Other Special Services	7,000	7,000
3405. Software Maintenance	21,600	22,630
3450. Consulting Fees	1,300	1,300
3455. Health Care Professionals	27,500	27,500
3510. Travel	11,300	12,200

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	HEALTH & SENIOR SERVICES 0100

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3520. Dues & Subscriptions	$ 2,000	$ 3,000
3525. Legal & Technical Reference Materials	800	800
3530. Training, Registration Fees, Etc.	5,100	5,100
3540. Educational Assistance	2,000	2,000
3920. Rent	1,000	0
3985. Community & Senior Services	300,000	400,000
TOTAL 3000	526,902	648,390
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	1,000	0
TOTAL 4000	1,000	0
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	200	200
TOTAL 5000	200	200
6000. MISCELLANEOUS		
6990. Miscellaneous	100	100
TOTAL 6000	100	100
CAPITAL OUTLAY		
8000. EQUIPMENT		
8450. Health Equipment	0	10,808
TOTAL 8000	0	10,808
GRAND TOTAL	$ 2,085,145	$ 2,264,724

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	COMMUNITY SERVICES 090	HEALTH & SENIOR SERVICES 0100

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Health/Senior Service Administrator	1	1	1	
TOTAL	1	1	1	
PROFESSIONAL				
Public Health Nurse *	5	5	5	
TOTAL	5	5	5	
TECHNICAL				
Health Inspector	5	5	5	
Immunization Program Educator	1	1	1	
Public Health Technician	2	2	2	
TOTAL	8	8	8	
CLERICAL				
Account Clerk	1	1	1	
Administrative Assistant	1	1	1	
Immunization Clerk *	1	1	1	
Medical Assistant	0	0	1	
Records Specialist *	2	2	2	
TOTAL	5	5	6	
BASE SALARIES				$ 919,980
PART TIME/TEMPORARY				2,653
LONGEVITY				12,789
SPECIAL PAY				10,874
FRINGE BENEFITS				349,180
GRAND TOTAL	19	19	20	$ 1,295,476

* Seven positions reimbursed by the Texas Department of Health:
- 2 Public Health Nurses
- 1 Records Specialist
- 1 Immunization Clerk
- 1 Health Inspector
- 1 Public Health Technician
- 1 Immunization Program Educator

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	VCLG PROGRAM 0105

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 52,174	$ 60,529
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	4,394	4,394
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	56,568	64,923
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 56,568	$ 64,923

FUNCTION: The Victim Crime Liaison office will work to assist eligible victims of crime, guardians of victims, or relatives of deceased victims in obtaining benefits under the Crime Victim Compensation Act. This position is partially funded by a grant from the Texas Attorney General's office and is subject to renewal on a yearly basis.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Number of Victims Served	1,325	1,500	1,600
Public Awareness Presentation	6	8	10

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	VCLG PROGRAM 0105

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 36,962	$ 42,384
Other Benefits	15,212	18,145
TOTAL 1000	52,174	60,529
3000. CONTRACTUAL SERVICES		
3010. Communication	380	380
3213. Hire of Equipment - Technology	514	514
3510. Travel	1,600	1,600
3530. Training, Registration Fees, Etc.	1,900	1,900
TOTAL 3000	4,394	4,394
GRAND TOTAL	$ 56,568	$ 64,923

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	VCLG PROGRAM 0105

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
TECHNICAL				
Crime Victim Liaison	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 43,941
LONGEVITY				129
FRINGE BENEFITS				16,459
GRAND TOTAL	1	1	1	$ 60,529

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	AIRPORT POLICE 0107

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,395,768	$ 1,593,070
2000. COMMODITIES	1,100	1,100
3000. CONTRACTUAL SERVICES	115,138	127,767
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	500	500
SUBTOTAL	1,512,506	1,722,437
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,512,506	$ 1,722,437

FUNCTION: The function of the Airport Police is to provide 24 hour security for the Midland International Airport. Officers patrol secured areas of the airport and respond to aircraft alerts. They provide security at the screening checkpoint which ensures the safety of passengers and airport employees. The Airport Police work closely with Airport Operations, Midland Fire Department, US Transportation Safety Administration, US Immigrations and Customs Enforcement, and the Federal Aviation Administration. Additionally, they provide some patrol functions in the recently annexed areas near the airport.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Have two officers on duty during operational hours of the security checkpoint 90% of the time	100%	100%	100%
Response time to security checkpoint alarms will be 5 minutes or less 95% of the time	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	AIRPORT POLICE 0107

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 931,860	$ 1,001,563
Overtime	6,781	75,000
Other Benefits	457,127	516,507
TOTAL 1000	1,395,768	1,593,070
2000. COMMODITIES		
2010. Office Supplies	300	300
2120. Minor Equipment, Instruments & Tools	800	800
TOTAL 2000	1,100	1,100
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	106,334	118,963
3213. Hire of Equipment - Technology	3,174	3,174
3510. Travel	2,880	2,880
3520. Dues & Subscriptions	200	200
3530. Training, Registration Fees, Etc.	2,550	2,550
TOTAL 3000	115,138	127,767
6000. MISCELLANEOUS		
6990. Miscellaneous	500	500
TOTAL 6000	500	500
GRAND TOTAL	$ 1,512,506	$ 1,722,437

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	AIRPORT POLICE 0107

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SUPERVISORY				
Police Lieutenant	1	1	1	
Police Sergeant	2	2	2	
TOTAL	3	3	3	
POLICE SAFETY				
Police Officer	11	11	12	
TOTAL	11	11	12	
BASE SALARIES				$ 1,036,912
LONGEVITY				19,704
CERTIFICATION PAY				21,360
EDUCATION PAY				28,632
SPECIAL PAY				15,442
OVERTIME				75,000
FRINGE BENEFITS				396,020
GRAND TOTAL	14	14	15	$ 1,593,070

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	CVE 0108

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 188,731	$ 201,444
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	4,000	4,000
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	192,731	205,444
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 192,731	$ 205,444

FUNCTION: The basic function of the Commercial Vehicle Enforcement is weighing and checking commercial vehicle traffic operating over the public highways of this state so that compliance with the statutory provisions of law regulating weight, motor carrier safety, registration, transportation of persons, hazardous material and other property can be obtained.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
CVE Unit Officers will conduct 450 commercial vehicle inspections	N/A	100%	100%
CVE Unit Officers will conduct 450 contacts with commercial vehicles operating within the City of Midland	N/A	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	CVE 0108

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 128,187	$ 135,434
Overtime	6,781	0
Other Benefits	53,763	66,010
TOTAL 1000	188,731	201,444
3000. CONTRACTUAL SERVICES		
3510. Travel	4,000	4,000
TOTAL 3000	4,000	4,000
GRAND TOTAL	$ 192,731	$ 205,444

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	CVE ENFORCEMENT 0108

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
POLICE SAFETY				
Police Officer	2	2	2	
TOTAL	2	2	2	
BASE SALARIES				$ 140,384
LONGEVITY				2,508
CERTIFICATION PAY				3,120
EDUCATION PAY				2,652
FRINGE BENEFITS				52,780
GRAND TOTAL	2	2	2	$ 201,444

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	POLICE ADMINISTRATION 0111

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,356,698	$ 1,410,648
2000. COMMODITIES	114,650	112,650
3000. CONTRACTUAL SERVICES	235,297	240,404
4000. MAINTENANCE - STRUCTURES	200	200
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	1,000	1,000
SUBTOTAL	1,707,845	1,764,902
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,707,845	$ 1,764,902

FUNCTION: This bureau is responsible for the administration of the entire department. In addition to those services, the Administrative Services Bureau is responsible for the offices of: Planning and Research, Law Enforcement Grant Coordinator, Internal Affairs, Purchasing and Supply, Crime Analysis, Accreditation, and Personnel and Recruiting.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Maintain compliance with 480 (CALEA) Commission Accreditation for Law Enforcement Agencies National Standards	482	482	482
Recruitment of new Police Officers:			
Number of applicants tested	125	135	135
Number of hired *	25	25	25

* based on year tested

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	POLICE ADMINISTRATION 0111

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 953,527	$ 969,934
Overtime	3,771	15,000
Other Benefits	399,400	425,714
TOTAL 1000	1,356,698	1,410,648
2000. COMMODITIES		
2010. Office Supplies	6,000	6,000
2020. Educational & Training Supplies	1,000	0
2115. Minor Furniture & Fixtures	2,000	2,000
2155. Minor Computer Hardware & Peripherals	200	200
2160. Computer Software & Supplies	3,000	2,000
2200. Food	1,200	1,200
2320. Medical Supplies	3,250	3,250
2570. Clothing, Dry Goods, Etc.	98,000	98,000
TOTAL 2000	114,650	112,650
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	25,942	24,674
3212. Equipment Rental - External	26,892	26,892
3213. Hire of Equipment - Technology	25,297	25,847
3220. Advertising	4,000	4,000
3230. Laundry & Cleaning	60,000	60,000
3240. Binding, Printing & Reproduction	7,000	8,500
3260. Credit Bureau Fees	680	680
3270. Notary Bonds	800	800
3360. Special Postage & Express Shipping	250	250
3390. Other Special Services	29,625	34,000
3405. Software Maintenance	1,650	1,650
3480. Medical Examinations	7,000	7,000
3510. Travel	13,975	13,925
3520. Dues & Subscriptions	2,586	2,586
3525. Legal & Technical Reference Material	2,800	2,800
3530. Training, Registration Fees, Etc.	4,800	4,800
3540. Educational Assistance	22,000	22,000
TOTAL 3000	235,297	240,404
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	200	200
TOTAL 4000	200	200

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	POLICE ADMINISTRATION 0111

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6990. Miscellaneous	$ 1,000	$ 1,000
TOTAL 6000	1,000	1,000
GRAND TOTAL	$ 1,707,845	$ 1,764,902

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	POLICE ADMINISTRATION 0111

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Police Chief	1	1	1	
Accreditation Manager	1	1	1	
TOTAL	2	2	2	
TECHNICAL				
Crime Analysis Technician	1	1	1	
L.E. Planner & Grant Coordinator	1	1	1	
Supply Clerk	1	1	1	
TOTAL	3	3	3	
SUPERVISORY				
Crime Analysis Supervisor	1	1	1	
Police Lieutenant	1	1	1	
Police Sergeant	2	3	3	
TOTAL	4	5	5	
POLICE SAFETY				
Police Officer	0	1	1	
Police Cadet	0	6	6	
TOTAL	0	7	7	
CLERICAL				
Administrative Assistant	1	1	1	
Secretary	3	3	3	
TOTAL	4	4	4	

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	SUPPORT SERVICES 0112

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 2,499,376	$ 2,566,767
2000. COMMODITIES	181,050	207,750
3000. CONTRACTUAL SERVICES	711,006	256,778
4000. MAINTENANCE - STRUCTURES	6,000	6,000
5000. MAINTENANCE - EQUIPMENT	4,200	4,200
6000. MISCELLANEOUS	1,400	1,400
SUBTOTAL	3,403,032	3,042,895
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 3,403,032	$ 3,042,895

FUNCTION: The Support Services Bureau is responsible for training, community relations, telephone reporting, police records, data entry, and property and evidence. Some programs coordinated by this bureau include: Cadet Program, Citizen Police Academy, and National Night Out. In addition, this bureau is responsible for liaison between the Police Department and the Information Systems Department for communications and computers, and the Midland County Sheriff's Office for the housing of City prisoners.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Community involvement in National Night Out: Number of neighborhood block parties	77	85	100
Percentage of officers meeting or exceeding the 50th percentile of national fitness standards	91%	93%	95%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	SUPPORT SERVICES 0112

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,701,555	$ 1,742,878
Overtime	38,387	15,000
Other Benefits	759,434	808,889
TOTAL 1000	2,499,376	2,566,767
2000. COMMODITIES		
2010. Office Supplies	15,000	15,000
2020. Educational & Training Supplies	3,000	3,000
2115. Minor Furniture & Fixtures	10,000	17,000
2120. Minor Equipment, Instruments & Tools	10,250	14,250
2140. Electrical Parts & Supplies	250	250
2155. Minor Computer Hardware & Peripherals	3,000	3,000
2160. Computer Software & Supplies	2,000	2,000
2170. Welding Supplies	500	500
2200. Food	2,500	2,500
2310. Janitorial Supplies	2,300	3,500
2330. Chemicals & Insecticides	600	600
2540. Ammunition	125,500	140,000
2570. Clothing, Dry Goods, Etc.	5,500	5,500
2640. Safety Supplies & Minor Equipment	650	650
TOTAL 2000	181,050	207,750
3000. CONTRACTUAL SERVICES		
3030. Light & Power	13,500	15,000
3040. Water	1,500	1,500
3210. Hire of Equipment - Garage - Vehicles	163,538	172,215
3212. Equipment Rental - External	750	1,400
3213. Hire of Equipment - Technology	28,163	28,383
3220. Advertising	500	1,500
3237. Prisoner Lodging	469,000	0
3240. Binding, Printing & Reproduction	500	500
3360. Special Postage & Express Shipping	800	800
3390. Other Special Services	7,100	7,100
3510. Travel	13,025	15,000
3520. Dues & Subscriptions	2,225	2,225
3530. Training, Registration Fees, Etc.	7,250	8,000
3990. Other	3,155	3,155
TOTAL 3000	711,006	256,778

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	SUPPORT SERVICES 0112

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	$ 6,000	$ 6,000
TOTAL 4000	6,000	6,000
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	1,200	1,200
5120. Instruments & Apparatus (Major)	3,000	3,000
TOTAL 5000	4,200	4,200
6000. MISCELLANEOUS		
6990. Miscellaneous	1,400	1,400
TOTAL 6000	1,400	1,400
GRAND TOTAL	$ 3,403,032	$ 3,042,895

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	SUPPORT SERVICES 0112

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Deputy Police Chief	1	1	1	
TOTAL	1	1	1	
SUPERVISORY				
Police Information Supervisor	1	1	1	
Police Lieutenant	2	2	2	
Police Sergeant	4	3	3	
Property Supervisor	1	1	1	
TRU Supervisor	1	1	1	
TOTAL	9	8	8	
POLICE SAFETY				
Police Officer	5	4	4	
Police Cadet	6	0	0	
TOTAL	11	4	4	
OPERATIONS				
Community Service Clerk	8	0	0	
Maintenance Specialist	1	1	1	
Property Clerk	2	2	2	
Telephone Response Officer	0	8	8	
TOTAL	11	11	11	
CLERICAL				
Administrative Assistant	1	1	1	
Police Records Supervisor	2	2	2	
Records Technician	8	8	8	
Secretary	1	1	1	
TOTAL	12	12	12	
BASE SALARIES				$ 1,807,378
LONGEVITY				20,385
CERTIFICATION PAY				15,240
EDUCATION PAY				11,820
SPECIAL PAY				15,166
OVERTIME				15,000
FRINGE BENEFITS				681,778
GRAND TOTAL	44	36	36	$ 2,566,767

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	FIELD OPERATIONS 0113

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 10,345,828	$ 11,094,631
2000. COMMODITIES	79,540	88,940
3000. CONTRACTUAL SERVICES	2,408,315	3,096,903
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	12,300	23,820
6000. MISCELLANEOUS	1,600	1,600
SUBTOTAL	12,847,583	14,305,894
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	13,000	0
SUBTOTAL	13,000	0
TOTAL	$ 12,860,583	$ 14,305,894

FUNCTION: The Field Operations Bureau is the department's largest bureau. The bureau's objective is to assist in the creation and implementation of policing procedures that not only combat the criminal element but also eliminate conditions that lead to crime. The bureau's purpose is to provide "first response" to all calls for police service. The bureau is comprised of: the Patrol Division and the Traffic section. Specialized units within the bureau consist of Field Training Office Program, the Explosive Ordinance Detail, Emergency Operations, Bicycle Patrol, the ATV (all-terrain vehicle) Unit, K-9 Unit, and the Gang Suppression Unit. Personnel assigned to the bureau are responsible for police patrol duties, traffic control, accident investigations, initial criminal investigations, handling of explosive devices, emergency operations, training newly graduated police recruits, and car program.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Police officers will handle calls for service and will continue proactive enforcement	88,412	94,601	96,800
Police officers will work to reduce the number of traffic accidents each year by focusing on the violations which cause them. The goal is to reduce the total number of accidents	3,723	3,840	3,700

* The current influx of people into Midland has caused the number of accidents to rise. In an effort to reduce the accidents, more citizen contacts have been made, which in turn increases the calls for service numbers.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	FIELD OPERATIONS 0113

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 6,994,434	$ 7,429,220
Overtime	183,456	180,000
Other Benefits	3,167,938	3,485,411
TOTAL 1000	10,345,828	11,094,631
2000. COMMODITIES		
2010. Office Supplies	15,000	15,000
2115. Minor Furniture & Fixtures	2,000	2,000
2120. Minor Equipment, Instruments & Tools	33,400	42,800
2160. Computer Software & Supplies	20,270	20,270
2220. Food	1,000	1,000
2330. Chemicals & Insecticides	1,370	1,370
2530. Animal Feed	5,000	5,000
2650. Photographic Supplies	1,500	1,500
TOTAL 2000	79,540	88,940
3000. CONTRACTUAL SERVICES		
3113. General Liability, Worker's Compensation Penalty	-1,358	0
3210. Hire of Equipment - Garage - Vehicles	1,935,123	2,538,594
3213. Hire of Equipment - Technology	12,488	14,141
3220. Advertising	500	500
3280. Temporary Help	417,894	485,000
3320. Wrecker Services	1,000	1,000
3360. Special Postage & Express Shipping	500	500
3460. Veterinary Fees	5,231	5,231
3510. Travel	14,000	19,000
3520. Dues & Subscriptions	1,637	1,637
3530. Training, Registration Fees, Etc.	21,300	31,300
TOTAL 3000	2,408,315	3,096,903
5000. MAINTENANCE OF EQUIPMENT		
5105. Communications Equipment	0	4,020
5120. Instruments & Apparatus (Major)	12,300	19,800
TOTAL 5000	12,300	23,820
6000. MISCELLANEOUS		
6990. Miscellaneous	1,600	1,600
TOTAL 6000	1,600	1,600

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	FIELD OPERATIONS 0113

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
CAPITAL OUTLAY		
8000. EQUIPMENT		
8461. Police Equipment	$ 13,000	$ 0
TOTAL 8000	13,000	0
GRAND TOTAL	$ 12,860,583	$ 14,305,894

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	FIELD OPERATIONS 0113

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Deputy Police Chief		1	1	1	
	TOTAL	1	1	1	
TECHNICAL					
Community Service Officer		4	4	4	
	TOTAL	4	4	4	
SUPERVISORY					
Police Lieutenant		4	4	4	
Police Sergeant		16	16	16	
	TOTAL	20	20	20	
POLICE SAFETY					
Police Officer		94	96	102	
	TOTAL	94	96	102	
CLERICAL					
Administrative Assistant		1	1	1	
Secretary		1	1	1	
	TOTAL	2	2	2	
BASE SALARIES					$ 7,692,953
LONGEVITY					64,080
CERTIFICATION PAY					74,280
EDUCATION PAY					112,956
SPECIAL PAY					82,026
OVERTIME					180,000
FRINGE BENEFITS					2,888,336
GRAND TOTAL		121	123	129	$ 11,094,631

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	INVESTIGATIVE SERVICES 0114

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 4,385,836	$ 4,393,122
2000. COMMODITIES	49,600	51,600
3000. CONTRACTUAL SERVICES	619,608	553,992
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	1,000	1,000
6000. MISCELLANEOUS	1,000	1,000
SUBTOTAL	5,057,044	5,000,714
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 5,057,044	$ 5,000,714

FUNCTION: The purpose is to investigate all criminal offenses assigned to the various sections within the Bureau. Investigative Service Bureau personnel will initiate and conduct thorough investigations, prepare and execute arrest and/or search warrants, prepare case reports and any other documentation or assignments required to present complete cases to the appropriate prosecuting authority for successful prosecution of defendants. The Investigative Services Bureau gathers and disseminates information concerning criminal activity to other divisions within the Police Department.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Detectives will solve over 40% of the cases assigned for investigation	40%	45%	48%
Maintain an auto theft clearance rate of 40% or greater	50%	45%	48%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	INVESTIGATIVE SERVICES 0114

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 2,898,095	$ 2,869,381
Overtime	107,795	100,000
Other Benefits	1,379,946	1,423,741
TOTAL 1000	4,385,836	4,393,122
2000. COMMODITIES		
2010. Office Supplies	13,000	13,000
2115. Minor Furniture & Fixtures	3,000	3,000
2120. Minor Equipment, Instruments & Tools	10,000	10,000
2155. Minor Computer Hardware & Peripherals	2,950	2,950
2160. Computer Software & Supplies	15,000	17,000
2200. Food	1,000	1,000
2320. Medical Supplies	650	650
2640. Clothing, Dry Goods, Etc.	2,000	2,000
2650. Photographic Supplies	2,000	2,000
TOTAL 2000	49,600	51,600
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	2,602	2,600
3030. Light & Power	2,000	2,000
3210. Hire of Equipment - Garage - Vehicles	401,661	330,597
3212. Equipment Rental - External	61,800	61,800
3213. Hire of Equipment - Technology	27,770	30,080
3360. Special Postage & Express Shipping	3,000	3,500
3390. Other Special Services	50,000	50,000
3510. Travel	16,500	16,500
3520. Dues & Subscriptions	2,375	2,375
3530. Training, Registration Fees, Etc.	8,000	8,000
3920. Rent	19,200	24,000
3990. Other	24,700	22,540
TOTAL 3000	619,608	553,992
5000. MAINTENANCE OF EQUIPMENT		
5120. Instruments & Apparatus (Major)	1,000	1,000
TOTAL 5000	1,000	1,000

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	INVESTIGATIVE SERVICES 0114

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6990. Miscellaneous	$ 1,000	$ 1,000
TOTAL 6000	1,000	1,000
GRAND TOTAL	$ 5,057,044	$ 5,000,714

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	POLICE 110	INVESTIGATIVE SERVICES 0114

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Deputy Police Chief		1	1	1	
	TOTAL	1	1	1	
TECHNICAL					
ID Specialist		4	4	4	
Intelligence Analyst		1	1	1	
	TOTAL	5	5	5	
SUPERVISORY					
ID Supervisor		1	1	1	
Police Lieutenant		2	2	2	
Police Sergeant		5	5	5	
	TOTAL	8	8	8	
POLICE SAFETY					
Police Officer		29	29	29	
	TOTAL	29	29	29	
OPERATIONS					
Community Service Clerk		1	1	1	
	TOTAL	1	1	1	
CLERICAL					
Administrative Assistant		1	1	1	
Secretary		2	2	2	
	TOTAL	3	3	3	
BASE SALARIES					$ 2,976,088
LONGEVITY					41,289
CERTIFICATION PAY					44,640
EDUCATION PAY					47,436
SPECIAL PAY					55,407
OVERTIME					100,000
FRINGE BENEFITS					1,128,262
GRAND TOTAL		47	47	47	$ 4,393,122

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE 0115

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 15,396,105	$ 16,625,135
2000. COMMODITIES	291,471	356,800
3000. CONTRACTUAL SERVICES	1,533,691	2,351,558
4000. MAINTENANCE - STRUCTURES	4,000	4,500
5000. MAINTENANCE - EQUIPMENT	18,000	34,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	17,243,267	19,372,493
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	75,000	75,000
SUBTOTAL	75,000	75,000
TOTAL	$ 17,318,267	$ 19,447,493

FUNCTION: This department, under the direction of the Fire Chief, is responsible for the protection of life and property, the enforcement of fire ordinances, fire prevention, fire suppression and rescue work. The department answers all fires and related emergency calls within Midland County.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Investigate all complaints within 1 working day	100%	100%	100%
Achieve emergency en route time of 1:40	89%	90%	92%
Complete required monthly training	100%	100%	100%
Average one pre-fire plan/ month for every station	11/year	12/year	12/year

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE 0115

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 10,341,230	$ 10,641,635
Overtime	242,585	800,000
Other Benefits	4,812,290	5,183,500
TOTAL 1000	15,396,105	16,625,135
2000. COMMODITIES		
2010. Office Supplies	7,300	8,500
2020. Educational & Training Supplies	5,000	5,000
2115. Minor Furniture & Fixtures	25,400	26,000
2120. Minor Equipment, Instruments & Tools	60,000	60,000
2140. Electrical Parts & Supplies	6,471	2,000
2160. Computer Software & Supplies	6,000	6,000
2200. Food	4,000	4,000
2310. Janitorial Supplies	22,000	25,000
2320. Medical Supplies	300	300
2330. Chemicals & Insecticides	15,000	20,000
2520. Botanical & Agricultural	500	0
2570. Clothing, Dry Goods, Etc.	139,000	200,000
2640. Safety Supplies & Minor Equipment	500	0
TOTAL 2000	291,471	356,800
3000. CONTRACTUAL SERVICES		
3040. Water	20,000	20,000
3113. General Liability, Worker's Compensation Penalty	-19,898	0
3210. Hire of Equipment - Garage - Vehicles	1,425,302	2,179,333
3212. Equipment Rental - External	6,000	8,600
3213. Hire of Equipment - Technology	18,442	83,180
3220. Advertising	1,500	0
3230. Laundry & Cleaning	45,000	25,000
3240. Binding, Printing & Reproduction	100	100
3270. Notary Bonds	100	0
3280. Temporary Help	845	845
3370. Grounds maintenance	1,800	0
3510. Travel	15,000	15,000
3520. Dues & Subscriptions	1,000	1,000
3530. Training, Registration Fees, Etc.	14,000	14,000
3550. Employee Awards	4,500	4,500
TOTAL 3000	1,533,691	2,351,558

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE 0115

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	$ 4,000	$ 4,500
TOTAL 4000	4,000	4,500
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	1,000	1,500
5110. Machinery, Tools, & Implements	8,000	8,000
5120. Instruments & Apparatus (Major)	9,000	25,000
TOTAL 5000	18,000	34,500
CAPITAL OUTLAY		
8000. EQUIPMENT		
8470. Firefighting Equipment	75,000	75,000
TOTAL 8000	75,000	75,000
GRAND TOTAL	$ 17,318,267	$ 19,447,493

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL	FIRE	FIRE
001	115	0115

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Fire Chief		1	1	1	
Assistant Fire Chief		1	1	1	
Fire Battalion Chief		3	4	4	
	TOTAL	5	6	6	
FIRE SAFETY					
Fire Captain		27	27	27	
Fire Driver		48	48	48	
Fire Fighter		96	100	102	
Fire Cadet		6	6	6	
	TOTAL	177	181	183	
CLERICAL					
Administrative Assistant		1	1	1	
	TOTAL	1	1	1	
BASE SALARIES					$ 10,979,717
PART TIME / TEMPORARY					49,920
LONGEVITY					131,718
CERTIFICATION PAY					173,880
EDUCATION PAY					128,412
SPECIAL PAY					124,940
CAR ALLOWANCE					6,600
OVERTIME					800,000
FRINGE BENEFITS					4,229,948
GRAND TOTAL		183	188	190	$ 16,625,135

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE TRAINING 0116

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 386,347	$ 374,428
2000. COMMODITIES	23,705	25,525
3000. CONTRACTUAL SERVICES	103,017	118,812
4000. MAINTENANCE - STRUCTURES	5,250	5,250
5000. MAINTENANCE - EQUIPMENT	470	470
6000. MISCELLANEOUS	0	0
SUBTOTAL	518,789	524,485
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 518,789	$ 524,485

FUNCTION: This division is under the direction of the Fire Chief, and is responsible for all areas of training for the Fire Department.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
100% of all Midland Fire Department (MFD) personnel: receive a minimum of 20 hours of fire continuing education training	100%	100%	100%
Offer a minimum of 40 hours of EMS continuing education hours to all EMS personnel	80+	80+	80+
100% of all MFD personnel maintain or acquire COM Haz-Mat Tech Certification	100%	100%	100%
95% compliancy w/ NIMS (100, 200, 300, 700 & 800) for certified personnel	100%	100%	100%
Blue Card Incident Command Certification training for all Captains	N/A	10%	50%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE TRAINING 0116

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 259,044	$ 249,554
Other Benefits	127,303	124,874
TOTAL 1000	386,347	374,428
2000. COMMODITIES		
2010. Office Supplies	1,200	1,320
2020. Educational & Training Supplies	17,000	18,700
2115. Minor Furniture & Fixtures	1,300	1,300
2120. Minor Equipment, Instruments & Tools	2,385	2,385
2150. Fuel Supplies	1,150	1,150
2310. Janitorial Supplies	670	670
TOTAL 2000	23,705	25,525
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	2,000	3,000
3210. Hire of Equipment - Garage - Vehicles	43,036	54,189
3212. Equipment Rental - External	4,000	4,000
3213. Hire of Equipment - Technology	3,600	3,842
3310. Exterminator	1,000	1,000
3370. Grounds Maintenance	1,160	1,160
3390. Other Special Services	5,271	5,271
3510. Travel	8,000	10,200
3520. Dues & Subscriptions	25,650	25,650
3530. Training, Registration Fees, Etc.	8,800	10,000
3990. Other	500	500
TOTAL 3000	103,017	118,812
4000. MAINTENANCE OF STRUCTURES		
4010. Building & Grounds	5,250	5,250
TOTAL 4000	5,250	5,250
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	320	320
5120. Instruments & Apparatus (Major)	150	150
TOTAL 5000	470	470
GRAND TOTAL	$ 518,789	$ 524,485

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL	FIRE	FIRE TRAINING
001	115	0116

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Fire Training Chief	1	1	1	
District Chief	1	0	0	
Training Captain	1	1	1	
Training Specialist	0	1	1	
TOTAL	3	3	3	
CLERICAL				
Secretary	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 258,878
LONGEVITY				3,444
CERTIFICATION PAY				2,880
EDUCATION PAY				1,404
SPECIAL PAY				7,363
FRINGE BENEFITS				100,459
GRAND TOTAL	4	4	4	$ 374,428

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE PREVENTION 0119

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 850,883	$ 934,577
2000. COMMODITIES	73,190	21,490
3000. CONTRACTUAL SERVICES	122,992	130,198
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	1,000	1,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,048,065	1,087,265
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,048,065	$ 1,087,265

FUNCTION: This division is under the direction of the Fire Chief, and is headed up by the Fire Marshal. The division is responsible for all fire prevention activities as well as fire investigations and building code inspections.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Maintain or increase the number of fire inspections with regular inspections and target hazards	6,792	6,100	6,100
Maintain or increase the number of individuals contacted through public education programs	9,211	10,000	10,000
Through ongoing fire prevention we will continue to reduce the occurrence of fires within the City of Midland	185	200	200

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE PREVENTION 0119

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 575,139	$ 612,341
Overtime	8,379	20,000
Other Benefits	267,365	302,236
TOTAL 1000	850,883	934,577
2000. COMMODITIES		
2010. Office Supplies	1,000	1,800
2020. Educational & Training Supplies	7,500	9,000
2115. Minor Furniture & Fixtures	1,370	1,370
2120. Minor Equipment, Instruments & Tools	2,000	2,000
2160. Computer Software & Supplies	1,220	1,220
2540. Ammunition	2,500	3,000
2550. Fire Marshal Supplies	2,500	3,000
2570. Clothing, Dry goods, Etc.	55,000	0
2620. Postage	100	100
TOTAL 2000	73,190	21,490
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	81,278	86,519
3213. Hire of Equipment - Technology	5,649	6,419
3240. Binding, Printing & Reproduction	250	0
3390. Other Special Services	20,000	20,000
3510. Travel	10,215	10,480
3520. Dues & Subscriptions	2,000	3,200
3530. Training, Registration Fees, Etc.	3,600	3,580
TOTAL 3000	122,992	130,198
5000. MAINTENANCE OF EQUIPMENT		
5120. Instruments & Apparatus (Major)	1,000	1,000
TOTAL 5000	1,000	1,000
GRAND TOTAL	$ 1,048,065	$ 1,087,265

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	FIRE PREVENTION 0119

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Assistant Fire Chief		1	1	1	
	TOTAL	1	1	1	
FIRE SAFETY					
Assistant Fire Marshall		1	0	0	
Fire Inspector		5	5	5	
Fire Investigator		0	1	1	
Fire Marshall		0	1	1	
	TOTAL	6	7	7	
CLERICAL					
Secretary		1	1	1	
	TOTAL	1	1	1	
BASE SALARIES					$ 634,880
LONGEVITY					10,668
CERTIFICATION PAY					11,160
EDUCATION PAY					13,080
SPECIAL PAY					10,944
OVERTIME					20,000
FRINGE BENEFITS					233,845
GRAND TOTAL		8	9	9	$ 934,577

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	EMERGENCY MEDICAL 0120

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,076,804	$ 1,132,963
2000. COMMODITIES	136,460	146,050
3000. CONTRACTUAL SERVICES	733,491	806,563
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	31,000	32,000
6000. MISCELLANEOUS	2,000	2,600
SUBTOTAL	1,979,755	2,120,176
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	45,500	28,000
SUBTOTAL	45,500	28,000
TOTAL	$ 2,025,255	$ 2,148,176

FUNCTION: This division is under the direction of the Fire Chief, and operates the six ambulances stationed at the fire stations.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Limit critical patient on-scene time to 20 minutes or less, 90% of the time	94%	90%	90%
Achieve an average 4 minute response time to all in district EMS calls, 90% of the time	38%	35%	90%
Reduce average county EMS response time to 9 minutes or less, 90% of the time	38%	30%	90%

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	EMERGENCY MEDICAL 0120

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 201,774	$ 235,524
Overtime	12,413	0
Other Benefits	862,617	897,439
TOTAL 1000	1,076,804	1,132,963
2000. COMMODITIES		
2020. Educational & Training Supplies	4,000	4,000
2120. Minor Equipment, Instruments & Tools	15,000	24,000
2155. Minor Computer Hardware & Peripherals	600	800
2160. Computer Software & Supplies	500	500
2200. Food	300	500
2320. Medical Supplies	115,000	115,000
2570. Clothing, Dry Goods, Etc.	1,000	1,000
2620. Postage	60	250
TOTAL 2000	136,460	146,050
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	459,048	513,070
3213. Hire of Equipment - Technology	1,543	1,543
3250. Billing and Collection Fees	200,000	205,000
3263. Employee Relocation Costs	0	10,000
3390. Other Special Services	18,000	18,000
3480. Medical Examinations	26,000	26,000
3510. Travel	7,900	8,600
3520. Dues & Subscriptions	800	1,200
3530. Training, Registration Fees, Etc.	12,200	13,150
3540. Educational Assistance	8,000	10,000
TOTAL 3000	733,491	806,563
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	6,000	6,000
5120. Instruments & Apparatus (Major)	25,000	26,000
TOTAL 5000	31,000	32,000
6000. MISCELLANEOUS		
6010. Medical Expense	2,000	2,600
TOTAL 6000	2,000	2,600

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	EMERGENCY MEDICAL 0120

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
CAPITAL OUTLAY		
8000. EQUIPMENT		
8441. Recreational Equipment	$ 9,000	$ 0
8450. Health Equipment	36,500	28,000
TOTAL 8000	45,500	28,000
GRAND TOTAL	$ 2,025,255	$ 2,148,176

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	EMERGENCY MEDICAL 0120

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Assistant Fire Chief	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
Fire Information & Records Coord.	1	1	1	
TOTAL	1	1	1	
CLERICAL				
Fire Records Specialist	0	0	1	
Secretary	1	1	1	
TOTAL	1	1	2	
BASE SALARIES				$ 243,183
LONGEVITY				5,532
CERTIFICATION PAY				1,440
EMS CERTIFICATION PAY				638,100
EDUCATION PAY				3,000
SPECIAL PAY				2,210
CAR ALLOWANCE				1,920
FRINGE BENEFITS				237,578
GRAND TOTAL	3	3	4	$ 1,132,963

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	AIRPORT FIRE 0122

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,340,017	$ 1,536,603
2000. COMMODITIES	32,079	32,079
3000. CONTRACTUAL SERVICES	112,932	126,209
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	2,500	2,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,487,528	1,697,391
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,487,528	$ 1,697,391

FUNCTION: This division is responsible for all fire and crash rescue service at the Airport.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Create a training system that will prevent personnel from missing their required subjects and hours	20 hours of core subject matter per person	Continue	Review and modify as needed
Monthly training with all personnel	36 hours	Continue	Review and modify as needed
Maintain FAA requirements for on time scene arrival	4 min. total 3 min. to midpoint	4 min. total 3 min. to midpoint	Maintain
Revise ARFF core personnel policies and procedures	Revised	Complete	Policies reviewed & adjusted

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	AIRPORT FIRE 0122

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 877,385	$ 905,761
Overtime	24,335	150,000
Other Benefits	438,297	480,842
TOTAL 1000	1,340,017	1,536,603
2000. COMMODITIES		
2010. Office Supplies	275	275
2120. Minor Equipment, Instruments & Tools	8,500	8,500
2330. Chemicals & Insecticides	15,000	15,000
2570. Clothing, Dry Goods, Etc.	8,304	8,304
TOTAL 2000	32,079	32,079
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	97,949	97,786
3213. Hire of Equipment - Technology	1,543	1,543
3510. Travel	8,940	17,880
3530. Training, Registration Fees, Etc.	4,500	9,000
TOTAL 3000	112,932	126,209
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	2,500	2,500
TOTAL 5000	2,500	2,500
GRAND TOTAL	$ 1,487,528	$ 1,697,391

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	AIRPORT FIRE 0122

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
District Chief		1	1	1	
	TOTAL	1	1	1	
FIRE SAFETY					
Fire Captain		3	3	3	
Fire Driver		9	9	9	
	TOTAL	12	12	12	
BASE SALARIES					$ 939,367
LONGEVITY					22,929
CERTIFICATION PAY					18,720
EDUCATION PAY					16,656
SPECIAL PAY					23,239
CAR ALLOWANCE					3,752
OVERTIME					150,000
FRINGE BENEFITS					361,940
GRAND TOTAL		13	13	13	$ 1,536,603

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	EMERGENCY MANAGEMENT 0125

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	22,420	32,420
3000. CONTRACTUAL SERVICES	37,947	35,185
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	9,500	143,100
6000. MISCELLANEOUS	0	0
SUBTOTAL	69,867	210,705
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 69,867	$ 210,705

FUNCTION: This division is under the Fire Chief. It is responsible for coordinating all the components of the emergency management system in the jurisdiction. These components consist of fire and police, emergency medical service, public works, volunteers, and other groups contributing to the management of emergencies. This division is to make certain that the components on the emergency management system know the threats to the jurisdiction, plan for emergencies, can operate effectively in an emergency, and can conduct recovery operations after a disaster.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Offer a minimun of 24 hours of Hazardous Materials continuing education training to all certified personnel.	64 hrs TEEX house train 30	64 hrs TEEX house train 30	64 hrs TEEX training/ 30 hrs in house train 24 hrs train in radiological
Plan, coordinate and conduct at least one full scale or 2 tabletop Emergency Management drills yearly.	100%	100%	Maintain
To develop and deliver one public emergency awareness program	1 program	6 programs	Maintain

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	FIRE 115	EMERGENCY MANAGEMENT 0125

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2010. Office Supplies	$ 800	$ 800
2020. Educational & Training Supplies	1,500	1,500
2115. Minor Furniture and Fixtures	5,000	5,000
2120. Minor Equipment, Instruments & Tools	10,400	20,400
2155. Minor Computer Hardware & Peripherals	1,100	1,100
2160. Computer Software and Supplies	1,000	1,000
2200. Food	300	300
2320. Medical Supplies	330	330
2330. Chemicals	1,000	1,000
2560. Lab Fees	55	55
2570. Clothing, Dry Goods, Etc.	660	660
2620. Postage	55	55
2640. Safety Supplies & Minor Equipment	220	220
TOTAL 2000	22,420	32,420
3000. CONTRACTUAL SERVICES		
3010. Communication	9,466	9,466
3030. Light & Power	3,300	3,500
3213. Hire of Equipment - Technology	3,169	3,169
3240. Binding, Printing & Reproduction	200	200
3390. Other Special Services	1,000	1,000
3510. Travel	6,750	7,500
3520. Dues & Subscriptions	10,746	7,000
3530. Training, Registration Fees, Etc.	3,316	3,350
TOTAL 3000	37,947	35,185
5000. MAINTENANCE OF EQUIPMENT		
5105. Communications Equipment	5,000	5,000
5110. Machinery, Tools, & Implements	1,100	3,100
5120. Instruments & Apparatus (Major)	3,400	135,000
TOTAL 5000	9,500	143,100
GRAND TOTAL	$ 69,867	$ 210,705

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	NONDEPARTMENTAL 150	NONDEPARTMENTAL 0150

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 787,949	$ 26,913
2000. COMMODITIES	89,700	89,700
3000. CONTRACTUAL SERVICES	2,835,726	3,299,238
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	433,400	2,307,989
SUBTOTAL	4,146,775	5,723,840
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	100,000	100,000
8000. EQUIPMENT	0	0
SUBTOTAL	100,000	100,000
TOTAL	$ 4,246,775	$ 5,823,840

FUNCTION: This division was established to account for all expenditure items that are not found exclusively within the functional responsibilities of any one General Fund department. The costs cover a broad range of expenditures associated with general City operations.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	NONDEPARTMENTAL 150	NONDEPARTMENTAL 0150

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 25,000	$ 25,000
Other Benefits	762,949	1,913
TOTAL 1000	787,949	26,913
2000. COMMODITIES		
2010. Office Supplies	200	200
2200. Food	1,500	1,500
2620. Postage	88,000	88,000
TOTAL 2000	89,700	89,700
3000. CONTRACTUAL SERVICES		
3030. Light & Power	740,000	900,000
3110. Insurance - External	134,140	134,140
3112. General Liability Self-Insurance	206,670	206,670
3120. Group Insurance	948,762	996,200
3121. City Share - Retiree Insurance	498,656	498,656
3125. Workers' Compensation	-103,702	0
3220. Advertising	2,000	2,000
3240. Binding, Printing & Reproduction	2,000	2,000
3280. Temporary Help	15,000	10,000
3390. Other Special Services	4,000	4,000
3450. Consulting Fees	68,000	95,684
3510. Travel	14,700	14,700
3520. Dues & Subscriptions	28,500	28,500
3530. Training, Registration Fees, Etc.	2,000	2,000
3550. Employee Awards	15,000	30,000
3904. MOUTD	250,000	350,000
3990. Other	10,000	24,688
TOTAL 3000	2,835,726	3,299,238
6000. MISCELLANEOUS		
6050. Mental Health, Mental Retardation	75,000	75,000
6055. Teen Court	27,500	27,500
6171. Keep Midland Beautiful	100,000	100,000
6176. Crime Stoppers	30,000	35,000
6183. Small Business Development Center	70,000	100,000
6880. Special Payments	0	1,838,050
6882. Recruitment Fees & Expenses	12,000	12,000
6884. Leadership Development Expense	15,000	16,289

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	NONDEPARTMENTAL 150	NONDEPARTMENTAL 0150

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS (continued)		
6889. Sports Complex	$ 3,900	$ 4,150
6990. Miscellaneous	100,000	100,000
TOTAL 6000	433,400	2,307,989
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7020. Buildings	100,000	100,000
TOTAL 7000	100,000	100,000
GRAND TOTAL	$ 4,246,775	$ 5,823,840

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GENERAL 001	NONDEPARTMENTAL 150	NONDEPARTMENTAL 0150

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
CLERICAL				
Receptionist	1	0	0	
TOTAL	1	0	0	
PART TIME/TEMPORARY				25,000
FRINGE BENEFITS				1,913
GRAND TOTAL	1	0	0	$ 26,913

SUMMARY

FUND	DEPARTMENT	UNIT
GENERAL 001	NONDEPARTMENTAL 150	INTERFUND TRANSFER 0199

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	0	0
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	3,344,286	684,937
SUBTOTAL	3,344,286	684,937
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 3,344,286	$ 684,937

FUNCTION: This division accounts for the transfers from the General Fund to other funds to support activities that those funds cannot fully support.

DETAIL

FUND	DEPARTMENT	UNIT
GENERAL 001	NONDEPARTMENTAL 150	INTERFUND TRANSFER 0199

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6299. General Construction Fund	$ 2,753,349	$ 0
6378. Scharbauer Sports Complex	590,937	684,937
TOTAL 6000	3,344,286	684,937
GRAND TOTAL	$ 3,344,286	$ 684,937

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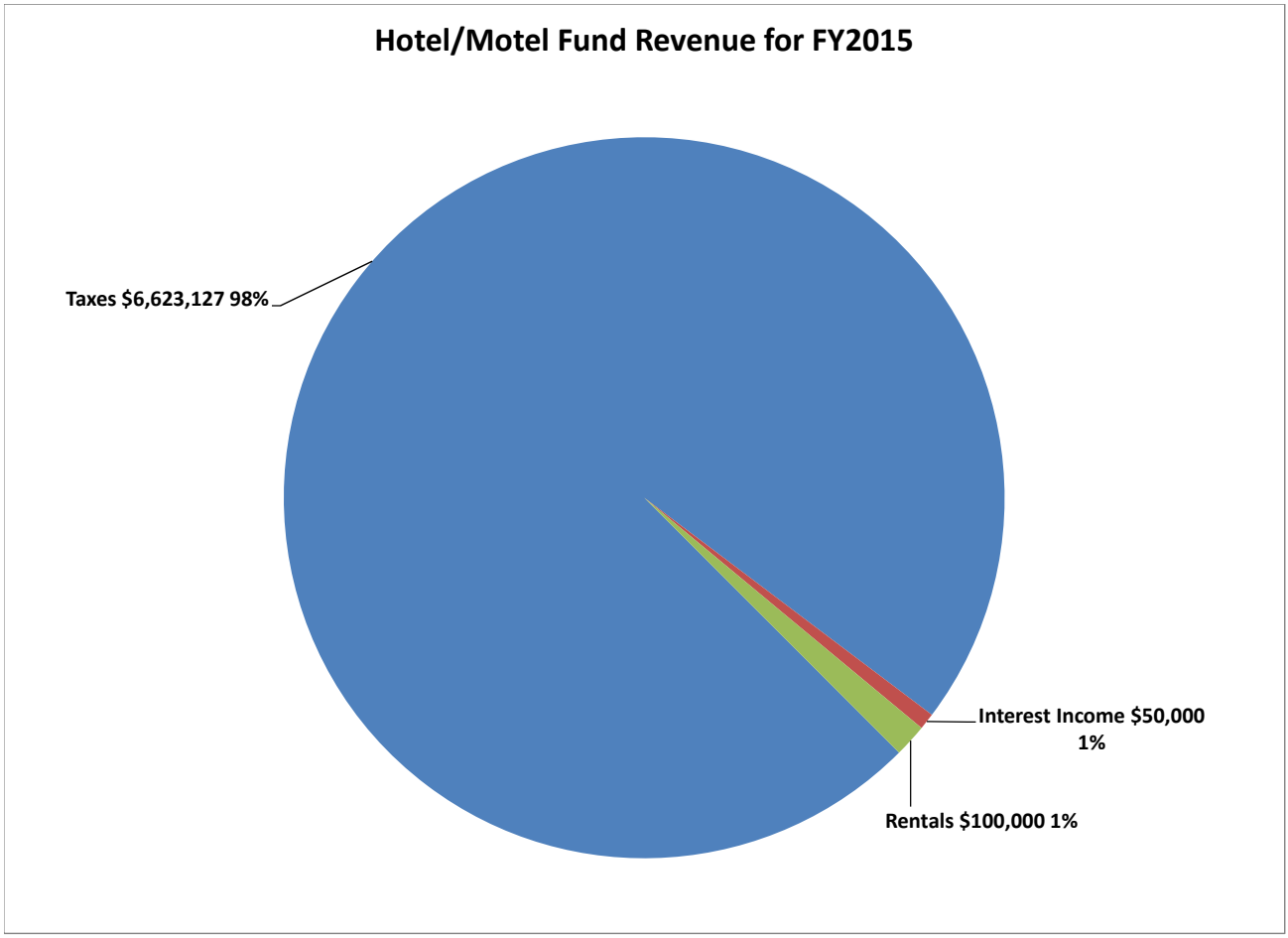
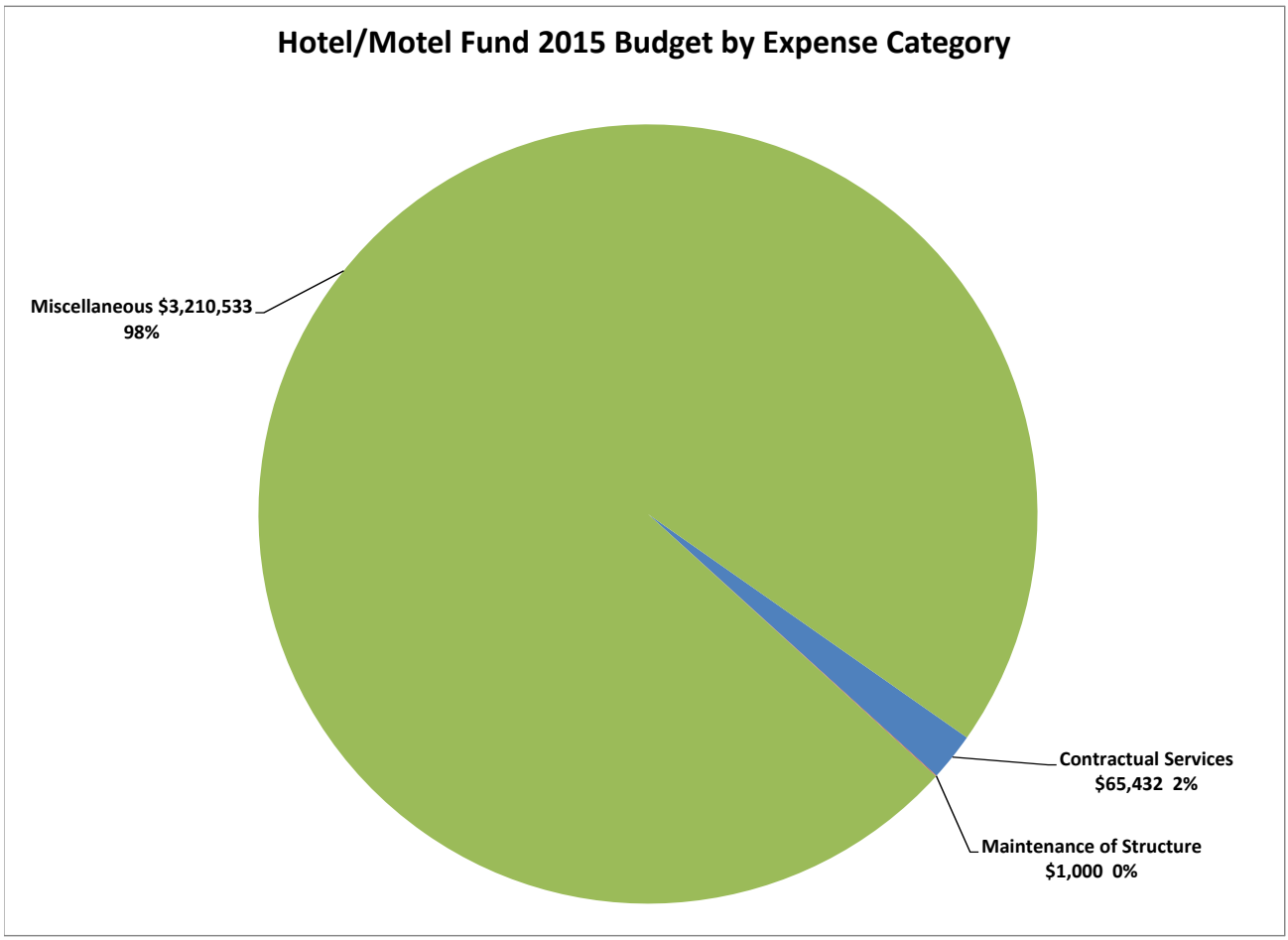
SECTION IV

HOTEL/MOTEL FUND


Hotel/Motel Fund Revenue for FY2015
Taxes $6,623,127 98%
Interest Income $50,000 1%
Rentals $100,000 1%


Hotel/Motel Fund 2015 Budget by Expense Category
Miscellaneous $3,210,533 98%
Contractual Services $65,432 2%
Maintenance of Structure $1,000 0%

HOTEL/MOTEL FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
REVENUE AND RECEIPTS			
Hotel/Motel Occupancy Tax	$ 5,768,762	$ 6,195,000	$ 6,623,127
Interest	67,399	60,000	50,000
Hotel/Motel Construction Fund	75,754	0	0
Midland Center Rental	285,420	250,000	100,000
Net Increase in Fair Value of Investment	(196,465)	0	0
TOTAL REVENUE AND RECEIPTS	$ 6,000,870	$ 6,505,000	$ 6,773,127

HOTEL/MOTEL FUND
SUMMARY OF EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2011-2013	BUDGET 2013-2014	BUDGET 2014-2015
0199	Administration - Interfund Transfer	$ 304,896	$ 773,400	$ 0
0690	Administration - Hotel/Motel	1,766,913	2,150,203	2,369,789
0691	Administration - Midland Center - Centennial Plaza	639,527	972,540	896,392
	Total	$ 2,711,336	$ 3,896,143	$ 3,266,181

HOTEL/MOTEL FUND
SUMMARY OF EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 0	0.000%
2000. COMMODITIES	0	0.000%
3000. CONTRACTUAL SERVICES	65,432	2.003%
4000. MAINTENANCE - STRUCTURES	1,000	0.031%
5000. MAINTENANCE - EQUIPMENT	0	0.000%
6000. MISCELLANEOUS	3,199,749	97.966%
TOTAL OPERATING EXPENDITURES	3,266,181	100.000%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	0	0.000%
8000. EQUIPMENT	0	0.000%
TOTAL CAPITAL OUTLAY	0	0.000%
GRAND TOTAL	$ 3,266,181	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
HOTEL/MOTEL 090	ADMINISTRATION 005	HOTEL/MOTEL 0690

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	19,640	20,040
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	2,130,563	2,349,749
SUBTOTAL	2,150,203	2,369,789
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 2,150,203	$ 2,369,789

FUNCTION: These are the allocations made from the Hotel/Motel Tax to various agencies.

DETAIL

FUND	DEPARTMENT	UNIT
HOTEL/MOTEL 090	ADMINISTRATION 005	HOTEL/MOTEL 0690

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES		
3110. Insurance - External	$ 3,889	$ 3,889
3112. General Liability Self-Insurance	12,751	12,751
3440. External Audit Fees	3,000	3,400
TOTAL 3000	19,640	20,040
6000. MISCELLANEOUS		
6110. Midland County Library Foundation	0	75,000
6130. Convention Bureau - Chamber of Commerce	1,607,684	1,607,600
6169. I-20 Wildlife Preserve	0	17,000
6170. Midland Arts Assembly	100,000	125,000
6173. Museum of the Southwest	35,000	35,000
6177. High Sky Wing of Commemorative Air Force	50,000	50,000
6178. City of Midland Swim Team	27,000	27,000
6179. Midland Community Theater	0	20,000
6180. Midland Soccer Association	20,000	20,000
6187. Midland Softball Association	136,350	151,400
6191. Petroleum Museum	20,916	27,216
6192. Midland County Fair	0	20,000
6193. Downtown Midland Management District	50,000	75,000
6195. Rock the Desert	50,000	50,000
6197. President G. W. Bush Home	12,000	14,000
6202. General Fund Services	21,613	35,533
TOTAL 6000	2,130,563	2,349,749
GRAND TOTAL	$ 2,150,203	$ 2,369,789

SUMMARY

FUND	DEPARTMENT	UNIT
HOTEL/MOTEL 090	ADMINISTRATION 005	MIDLAND CNTR/CENTENNIAL 0691

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	55,915	45,392
4000. MAINTENANCE - STRUCTURES	7,000	1,000
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	791,050	850,000
SUBTOTAL	853,965	896,392
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	118,575	0
SUBTOTAL	118,575	0
TOTAL	$ 972,540	$ 896,392

FUNCTION: This division captures the cost of operating Midland Center and Centennial Plaza.

DETAIL

FUND	DEPARTMENT	UNIT
HOTEL/MOTEL 090	ADMINISTRATION 005	MIDLAND CNTR/CENTENNIAL 0691

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES		
3030. Light & Power	$ 40,000	$ 40,000
3040. Water	7,500	2,000
3210. Hire of Equipment - Garage - Vehicles	1,915	3,392
3375. Maintenance of HVAC Equipment	6,500	0
TOTAL 3000	55,915	45,392
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	7,000	1,000
TOTAL 4000	7,000	1,000
6000. MISCELLANEOUS		
6120 Midland Center	791,050	850,000
TOTAL 6000	791,050	850,000
CAPITAL OUTLAY		
8000. EQUIPMENT		
8481. Communication & Video Equipment	96,000	0
8490. Data Processing Equipment	22,575	0
TOTAL 8000	118,575	0
GRAND TOTAL	$ 972,540	$ 896,392

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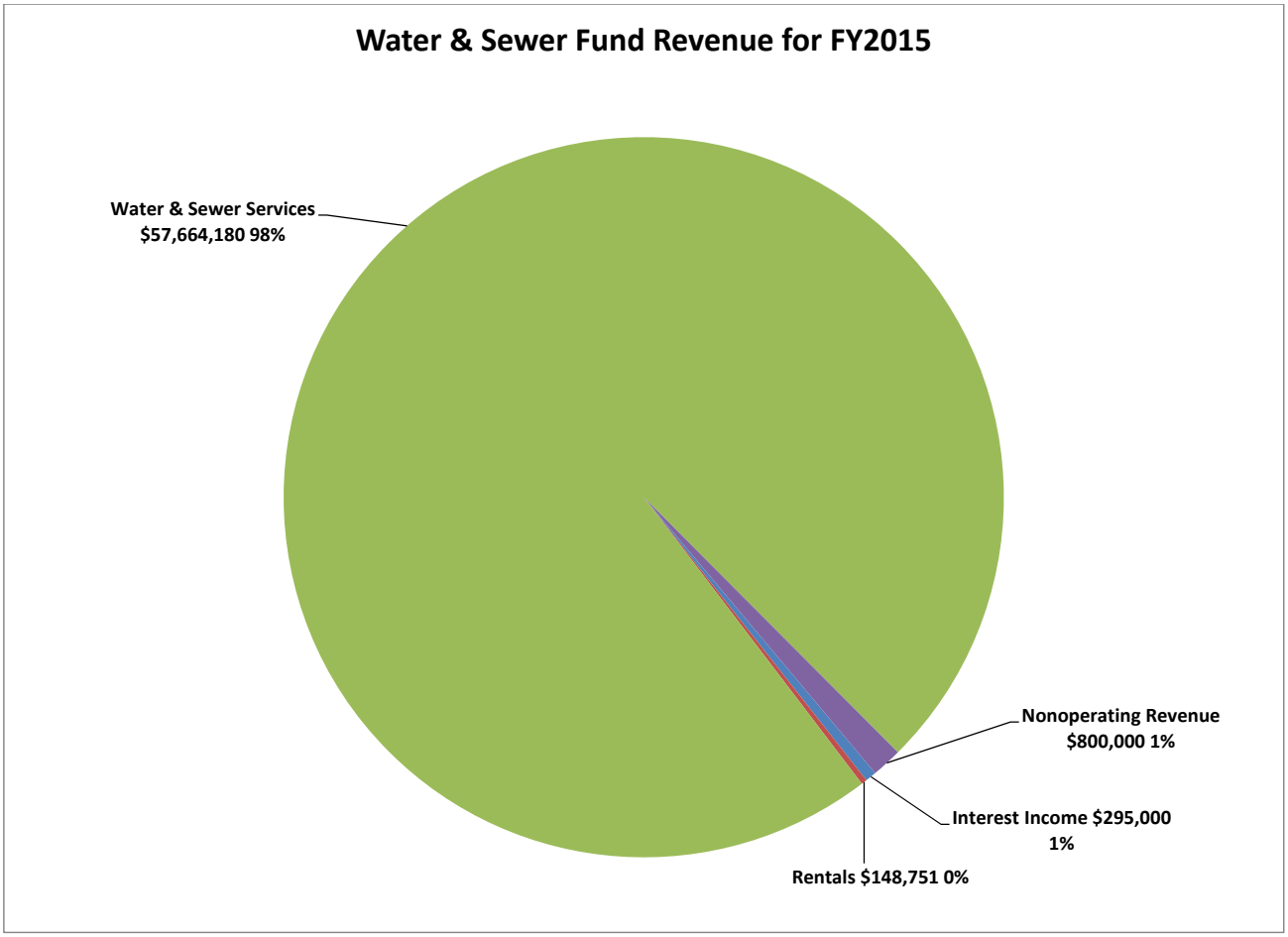
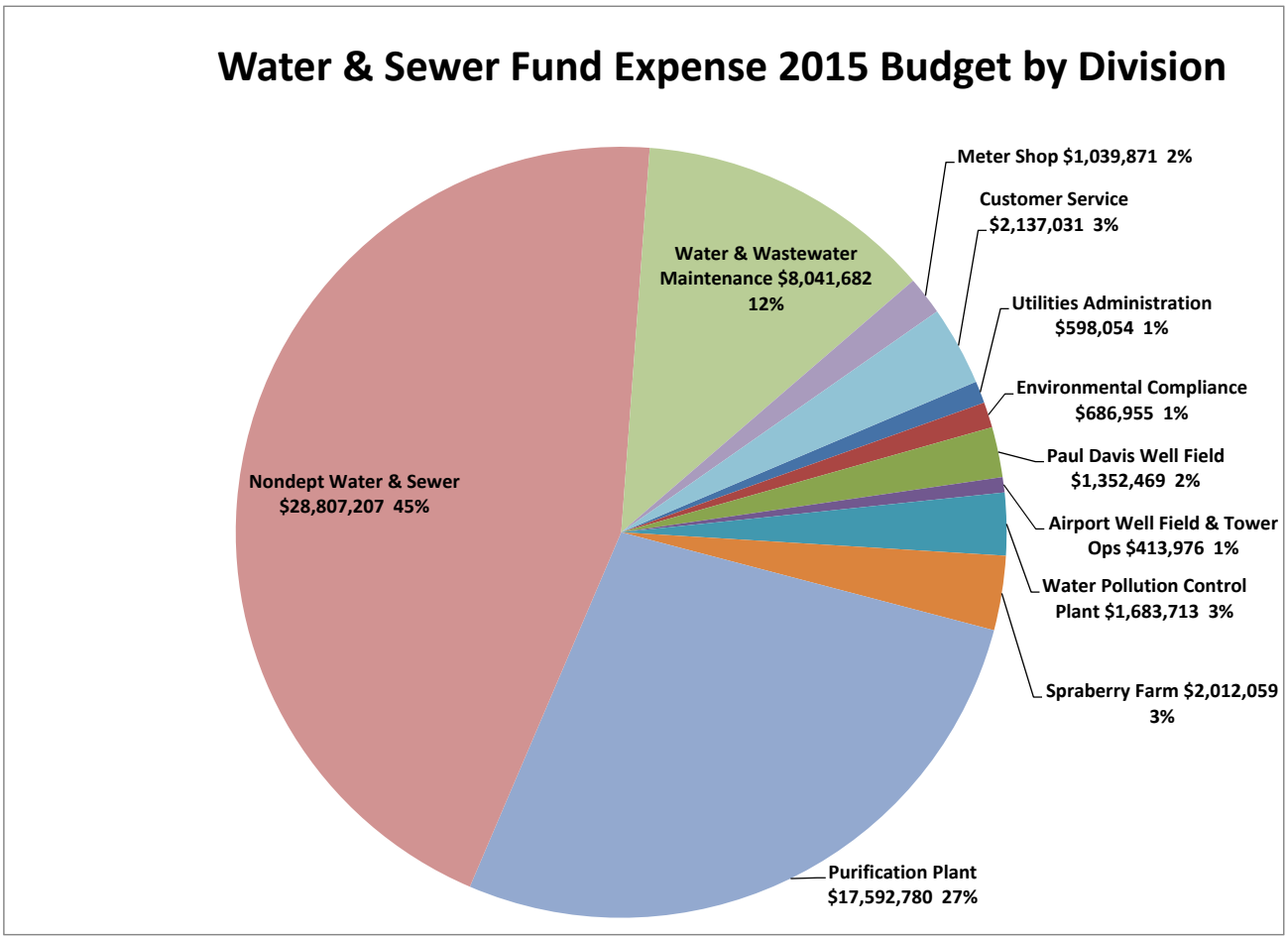
SECTION V

WATER AND SEWER FUND


Water & Sewer Fund Revenue for FY2015
Water & Sewer Services $57,664,180 98%
Nonoperating Revenue $800,000 1%
Interest Income $295,000 1%
Rentals $148,751 0%


Water & Sewer Fund Expense 2015 Budget by Division
Meter Shop $1,039,871 2%
Customer Service $2,137,031 3%
Water & Wastewater Maintenance $8,041,682 12%
Utilities Administration $598,054 1%
Environmental Compliance $686,955 1%
Paul Davis Well Field $1,352,469 2%
Nondept Water & Sewer $28,807,207 45%
Airport Well Field & Tower Ops $413,976 1%
Water Pollution Control Plant $1,683,713 3%
Spraberry Farm $2,012,059 3%
Purification Plant $17,592,780 27%

WATER AND SEWER FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
RENTALS			
Sewer Farm	97,151	76,600	97,151
Warehouse Building	1,600	1,600	1,600
Miscellaneous Rentals	67,428	50,000	50,000
Total Rentals	166,179	128,200	148,751
WATER & SEWER SERVICES			
Water Sales	33,976,375	36,100,000	45,100,115
Sewer Charges	10,482,328	11,000,000	11,643,475
Pro Rata	0	0	0
Water Tap Fees	195,358	160,000	200,000
Sewer Tap Fees	98,235	105,000	110,000
Service Charges	77,357	75,000	50,000
Water Application Fees	59,010	55,000	60,000
Penalties	420,832	400,000	375,000
Farm Crop	15,090	11,000	15,090
Water Sample Tests	12,348	10,000	10,500
Miscellaneous	214,475	100,000	100,000
Total Water and Sewer Services	45,551,408	48,016,000	57,664,180
NONOPERATING AND OTHER REVENUE			
Interest	266,329	325,000	275,000
Interest - Non pooled	32,408	21,000	20,000
Unclassified	104,959	0	0
Sale of Right-of-Way	127,656	100,000	150,000
Gain/Loss on Sale of Fixed Assets	(190,381)	0	0
Oil and Gas Royalty	533,089	600,000	650,000
Legal Filing Fees Reimbursement	3,693	3,000	0
Net Increase in Fair Value of Investment	(650,411)	0	0
Recovery of Damages to City Property	47,296	10,000	0
Contributions	3,781,741	100,000	0
Operating Transfers In	6,527,496	0	0
Total Nonoperating and Other Revenue	10,583,875	1,159,000	1,095,000
TOTAL REVENUE AND RECEIPTS	$ 56,301,462	$ 49,303,200	$ 58,907,931

WATER AND SEWER FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0300	Utilities - Utilities Administration	$ 417,184	$ 448,096	$ 598,054
0301	Utilities - Environmental Compliance	491,340	683,759	686,955
0305	Utilities - Paul Davis Well Field Operations	1,055,699	1,374,796	1,352,469
0306	Utilities - Airport Well Field & Tower Operations	213,633	376,199	413,976
0310	Utilities - Water Pollution Control Plant	1,586,114	1,593,312	1,683,713
0315	Utilities - Spraberry Farm	1,197,719	1,597,714	2,012,059
0320	Utilities - Water Purification Plant	16,824,202	27,518,642	17,592,780
0325	Utilities - Nondepartmental	19,822,581	16,100,919	28,807,207
0335	Utilities - Water & Wastewater Maintenance	2,756,528	3,443,649	8,041,682
0339	Utilities - Interfund Transfer	15,785,514	7,189,196	5,288,764
0340	Finance - Meter Shop	905,799	934,038	1,039,871
0345	Finance - Customer Service	1,867,196	1,983,810	2,137,031
	Total	$ 62,923,509	$ 63,244,130	$ 69,654,561

WATER AND SEWER FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 7,094,795	10.186%
2000. COMMODITIES	3,130,773	4.495%
3000. CONTRACTUAL SERVICES	25,018,961	35.919%
4000. MAINTENANCE - STRUCTURES	2,724,759	3.912%
5000. MAINTENANCE - EQUIPMENT	634,750	0.911%
6000. MISCELLANEOUS	30,751,523	44.149%
TOTAL OPERATING EXPENDITURES	69,355,561	99.572%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	28,000	0.041%
8000. EQUIPMENT	271,000	0.387%
TOTAL CAPITAL OUTLAY	299,000	0.428%
GRAND TOTAL	$ 69,654,561	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	UTILITIES ADMINISTRATION 0300

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 338,690	$ 441,675
2000. COMMODITIES	17,700	17,700
3000. CONTRACTUAL SERVICES	91,706	138,679
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	448,096	598,054
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 448,096	$ 598,054

FUNCTION: Personnel of the administrative division are responsible for the direction, supervision, and management of the following organizations within the Utilities Department: Water & Wastewater Operations, Paul Davis Well Field, Airport Well Field and Towers, Water Pollution Control Plant, Spraberry Farm, Water Purification Plant, Water & Wastewater Maintenance, Solid Waste Management and Landfill Divisions. Four Superintendents head these divisions.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Respond to citizen calls the same working day	200 of 290	290 of 290	290 of 290
Resolve problem within 48 hours	48 of 50	48 of 50	48 of 50
Complete a project with another department	2	2	2

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	UTILITIES ADMINISTRATION 0300

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 256,738	$ 330,156
Other Benefits	81,952	111,519
TOTAL 1000	338,690	441,675
2000. COMMODITIES		
2010. Office Supplies	2,400	2,400
2155. Minor Computer Hardware & Peripherals	500	500
2220. Food	800	800
2620. Postage	14,000	14,000
TOTAL 2000	17,700	17,700
3000. CONTRACTUAL SERVICES		
3212. Equipment Rent - External	1,450	1,450
3213. Hire of Equipment - Technology	4,606	4,579
3220. Advertising	500	500
3240. Binding, Printing & Reproduction	12,000	12,000
3360. Special Postage & Express Shipping	500	500
3405. Software Maintenance	6,500	6,500
3450. Consulting Fees	50,000	97,000
3510. Travel	8,000	8,000
3520. Dues & Subscriptions	5,500	5,500
3530. Training, Registration Fees, Etc.	2,650	2,650
TOTAL 3000	91,706	138,679
GRAND TOTAL	$ 448,096	$ 598,054

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	UTILITIES ADMINISTRATION 0300

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Utilities Director	1	1	1	
Assistant Utilities Director	1	1	1	
Utility Operations Manager	0	0	1	
TOTAL	2	2	3	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 342,432
LONGEVITY				399
SPECIAL PAY				1,249
FRINGE BENEFITS				97,595
GRAND TOTAL	3	3	4	$ 441,675

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	ENVIRONMENTAL COMPLIANCE 0301

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 427,625	$ 447,927
2000. COMMODITIES	97,700	93,500
3000. CONTRACTUAL SERVICES	132,234	119,528
4000. MAINTENANCE - STRUCTURES	200	0
5000. MAINTENANCE - EQUIPMENT	6,000	26,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	663,759	686,955
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	20,000	0
SUBTOTAL	20,000	0
TOTAL	$ 683,759	$ 686,955

FUNCTION: Personnel of this division operate the water laboratory associated with the Health Department. This lab conducts tests for the City as well as other water systems in the region. They also operate the laboratory that provides information for control of the City's Water and Wastewater Plants.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Meet analytical and regulatory compliance to assist Operations	365 of 365 days	365 of 365 days	365 of 365 days
Provide next day service for samples at the Health Department Lab	240 of 240 days	240 of 240 days	240 of 240 days
Practice excellent customer service	365 of 365 days	365 of 365 days	365 of 365 days
Maintain accreditation with Texas Commission on Environmental Quality	240 of 240 days	240 of 240 days	240 of 240 days

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	ENVIRONMENTAL COMPLIANCE 0301

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 296,240	$ 303,552
Other Benefits	131,385	144,375
TOTAL 1000	427,625	447,927
2000. COMMODITIES		
2010. Office Supplies	3,500	3,500
2020. Educational & Training Supplies	2,500	2,500
2115. Minor Furniture & Fixtures	300	300
2120. Minor Equipment, Instruments & Tools	3,000	3,000
2140. Electrical Parts & Supplies	500	500
2155. Minor Computer Hardware & Peripherals	1,000	1,000
2160. Computer Software & Supplies	2,000	2,000
2200. Food	400	400
2210. Water	6,000	3,000
2310. Janitor Supplies	600	400
2320. Medical Supplies	50	50
2330. Chemical & Insecticides	1,000	1,000
2560. Lab	72,000	72,000
2570. Clothing, Dry Goods, Etc.	3,000	2,000
2620. Postage	800	800
2630. Security Badges & Decal Supplies	50	50
2640. Safety Supplies & Minor Equipment	1,000	1,000
TOTAL 2000	97,700	93,500
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	26,128	27,422
3212. Equipment Rental - External	500	500
3213. Hire of Equipment - Technology	4,406	3,856
3230. Laundry & Cleaning	500	500
3240. Binding, Printing & Reproduction	400	400
3305. Environmental, Regulatory	80,000	70,000
3360. Special Postage & Express Shipping	2,000	500
3390. Other Special Services	5,000	4,000
3405. Software Maintenance	1,000	1,000
3450. Consulting Fees	3,000	3,000
3510. Travel	1,800	3,000
3520. Dues & Subscriptions	1,000	500
3530. Training, Registration Fees, Etc.	3,500	1,850
3540. Educational Assistance	3,000	3,000
TOTAL 3000	132,234	119,528

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	ENVIRONMENTAL COMPLIANCE 0301

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	$ 200	$ 0
TOTAL 4000	200	0
5000. MAINTENANCE OF EQUIPMENT		
5120. Instruments & Apparatus (Major)	6,000	26,000
TOTAL 5000	6,000	26,000
CAPITAL OUTLAY		
8000. EQUIPMENT		
8520. Laboratory Equipment	20,000	0
TOTAL 8000	20,000	0
GRAND TOTAL	$ 683,759	$ 686,955

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	ENVIRONMENTAL COMPLIANCE 0301

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Lab Administrator	1	1	1	
TOTAL	1	1	1	
TECHNICAL				
Lab Technician	3	4	4	
Lead Lab Technician	1	1	1	
Quality Assurance Coordinator	1	1	1	
TOTAL	5	6	6	
BASE SALARIES				$ 314,979
LONGEVITY				1,929
SPECIAL PAY				6,799
FRINGE BENEFITS				124,220
GRAND TOTAL	6	7	7	$ 447,927

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PAUL DAVIS WELL FIELD OPER. 0305

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 140,584	$ 126,533
2000. COMMODITIES	20,015	19,435
3000. CONTRACTUAL SERVICES	1,146,522	1,141,901
4000. MAINTENANCE - STRUCTURES	32,225	30,100
5000. MAINTENANCE - EQUIPMENT	35,450	34,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,374,796	1,352,469
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,374,796	$ 1,352,469

FUNCTION: This division maintains our Paul Davis Well Field and is responsible for the operation and maintenance of the wells, well field collection lines and the supply lines to the City.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Furnish supplemental water to the Water Purification Plant	365 of 365 days	365 of 365 days	365 of 365 days

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PAUL DAVIS WELL FIELD OPER. 0305

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 89,385	$ 83,880
Overtime	1,218	0
Other Benefits	49,981	42,653
TOTAL 1000	140,584	126,533
2000. COMMODITIES		
2010. Office Supplies	150	150
2120. Minor Equipment, Instruments & Tools	400	400
2130. Plant Lubrication & Supplies	400	200
2140. Electrical Parts & Supplies	2,000	2,000
2170. Welding Supplies	360	360
2195. Water Meters	850	850
2310. Janitorial Supplies	125	125
2320. Medical Supplies	50	50
2330. Chemicals & Insecticides	14,000	14,000
2570. Clothing, Dry Goods, Etc.	480	200
2630. Security Badges & Decal Supplies	100	100
2640. Safety Supplies & Minor Equipment	1,100	1,000
TOTAL 2000	20,015	19,435
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	3,000	3,000
3030. Light & Power	300,000	300,000
3040. Water	815,593	815,593
3210. Hire of Equipment - Garage - Vehicles	23,179	19,058
3212. Equipment Rental - External	50	50
3305. Environmental & Regulatory	2,000	2,000
3390. Other Special Services	1,000	500
3510. Travel	800	800
3520. Dues & Subscriptions	100	100
3530. Training, Registration Fees, Etc.	800	800
TOTAL 3000	1,146,522	1,141,901
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	2,500	2,000
4012. Security Fencing	2,500	1,500
4220. Streets, Roadways, Etc.	1,125	500
4910. Standpipes, Tanks, Wells, Etc.	26,100	26,100
TOTAL 4000	32,225	30,100

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PAUL DAVIS WELL FIELD OPER. 0305

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	$ 2,450	$ 2,000
5110. Machinery, Tools, & Implements	2,000	1,500
5120. Instruments & Apparatus (Major)	1,000	1,000
5340. Pumps	20,000	20,000
5341. Valves	5,000	5,000
5345. Motors	5,000	5,000
TOTAL 5000	35,450	34,500
GRAND TOTAL	$ 1,374,796	$ 1,352,469

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PAUL DAVIS WELL FIELD OPER 0305

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SKILLED CRAFT				
Lead Well Field Technician	1	1	1	
Well Field Technician	1	1	1	
TOTAL	2	2	2	
BASE SALARIES				$ 87,009
LONGEVITY				1,953
SPECIAL PAY				4,432
FRINGE BENEFITS				33,139
GRAND TOTAL	2	2	2	$ 126,533

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	AIRPORT WELL FIELD & TOWER 0306

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 105,560	$ 127,344
2000. COMMODITIES	18,861	38,650
3000. CONTRACTUAL SERVICES	201,063	197,732
4000. MAINTENANCE - STRUCTURES	30,885	30,500
5000. MAINTENANCE - EQUIPMENT	19,750	19,750
6000. MISCELLANEOUS	0	0
SUBTOTAL	376,119	413,976
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 376,119	$ 413,976

FUNCTION: This division maintains and operates the Airport Well Field, operates City water pumping stations and is responsible for the operation and maintenance of the well field collection and supply lines at Air Terminal and ground and elevated water storage reservoirs.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Actively increase the weekly minimum Bac-T sampling cycle by 1 per week	28 of 52 extra per year	52 of 52 extra per year	52 of 52 extra per year
Maintain superior water rating status with Texas Commission on Environmental Quality	1 of 1 time per year	1 of 1 time per year	1 of 1 time per year
Provide a minimum of 5 mgd of water from new water source (T-Bar)			365 of 365 days

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	AIRPORT WELL FIELD & TOWER 0306

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 70,800	$ 85,548
Other Benefits	34,760	41,796
TOTAL 1000	105,560	127,344
2000. COMMODITIES		
2010. Office Supplies	150	150
2120. Minor Equipment, Instruments & Tools	1,000	1,000
2130. Plant Lubrication & Supplies	150	150
2140. Electrical Parts & Supplies	2,000	2,000
2150. Fuel Supplies	925	925
2170. Welding Supplies	350	350
2310. Janitor Supplies	125	125
2320. Medical Supplies	50	50
2330. Chemicals & Insecticides	12,000	30,000
2560. Laboratory Supplies	211	2,000
2570. Clothing, Dry Goods, Etc.	400	400
2640. Office Supplies	1,500	1,500
TOTAL 2000	18,861	38,650
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	6,000	6,000
3030. Lights & Power	150,000	150,000
3210. Hire of Equipment - Garage - Vehicles	33,863	35,232
3305. Environment & Regulatory	2,500	2,000
3370. Grounds Maintenance	6,000	3,000
3390. Other Special Services	500	500
3510. Travel	1,000	500
3520. Dues & Subscriptions	200	0
3530. Training, Registration Fees, Etc.	1,000	500
TOTAL 3000	201,063	197,732
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	2,000	2,000
4012. Security Fencing	9,000	9,000
4910. Standpipes, Tanks, Wells, Etc.	18,385	18,000
4940. Irrigation Equipment	1,500	1,500
TOTAL 4000	30,885	30,500

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	AIRPORT WELL FIELD & TOWER 0306

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	$ 750	$ 750
5110. Machinery, Tools, & Implements	1,500	1,500
5120. Instruments & Apparatus (Major)	2,500	2,500
5340. Pumps	5,000	5,000
5341. Valves	5,000	5,000
5345. Motors	5,000	5,000
TOTAL 5000	19,750	19,750
GRAND TOTAL	$ 376,119	$ 413,976

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	AIRPORT WELL FIELD & TOWER 0306

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SKILLED CRAFT				
Lead Well Field Technician	1	1	1	
Well Field Technician	1	1	1	
TOTAL	2	2	2	
BASE SALARIES				$ 88,752
SPECIAL PAY				1,756
FRINGE BENEFITS				36,836
GRAND TOTAL	2	2	2	$ 127,344

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER POLLUTION CONTROL 0310

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 860,361	$ 943,631
2000. COMMODITIES	30,826	37,376
3000. CONTRACTUAL SERVICES	625,325	630,406
4000. MAINTENANCE - STRUCTURES	8,500	9,000
5000. MAINTENANCE - EQUIPMENT	68,300	68,300
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,593,312	1,688,713
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,593,312	$ 1,688,713

FUNCTION: This division is responsible for the treatment of sewage according to the standards set by the Texas Commission on Environmental Quality (TCEQ). The division operates the plant every day on a 24 hour basis.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Treat 100% of wastewater that is received at the treatment plant	365 of 365 days	365 of 365 days	365 of 365 days
Send 100% of treated effluent to Spraberry Farm for irrigation	365 of 365 days	365 of 365 days	365 of 365 days
Apply 100% of digested sludge to farm land application sites	365 of 365 days	365 of 365 days	365 of 365 days

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER POLLUTION CONTROL 0310

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 562,153	$ 613,008
Overtime	9,185	20,000
Other Benefits	289,023	310,623
TOTAL 1000	860,361	943,631
2000. COMMODITIES		
2010. Office Supplies	800	1,100
2020. Educational & Training Supplies	200	200
2115. Minor Furniture & Fixtures	100	100
2120. Minor Equipment, Instruments & Tools	1,950	1,950
2130. Plant Lubrication & Supplies	1,300	1,300
2140. Electrical Parts & Supplies	7,800	7,800
2155. Minor Computer	1,100	1,600
2160. Computer Software & Supplies	250	250
2170. Welding Supplies	400	400
2200. Food	0	500
2210. Water	750	1,000
2310. Janitorial Supplies	2,500	2,500
2320. Medical Supplies	576	576
2330. Chemicals & Insecticides	9,000	14,000
2560. Laboratory Supplies	700	700
2570. Clothing, Dry Goods, Etc.	2,850	2,850
2640. Safety Supplies & Minor Equipment	550	550
TOTAL 2000	30,826	37,376
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	40,000	42,000
3030. Light & Power	405,000	430,000
3040. Water	10,000	15,000
3210. Hire of Equipment - Garage - Vehicles	111,778	87,532
3212. Equipment Rental - External	1,571	1,571
3213. Hire of Equipment - Technology	2,893	3,003
3230. Laundry & Cleaning	783	800
3305. Environmental & Regulatory	24,000	24,000
3310. Exterminator	800	800
3370. Grounds Maintenance	6,000	6,000
3390. Other Special Services	5,400	5,400
3510. Travel	8,400	6,900
3520. Dues & Subscriptions	900	900
3530. Training, Registration Fees, Etc.	7,800	6,500
TOTAL 3000	625,325	630,406

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER POLLUTION CONTROL 0310

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	$ 2,500	$ 3,000
4130. Sewage Disposal Plant	6,000	6,000
TOTAL 4000	8,500	9,000
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	10,000	10,000
5110. Machines, Tools, & Implements	12,000	10,000
5120. Instruments & Apparatus (Major)	14,000	11,000
5310. Meters	1,500	1,500
5340. Pumps	11,600	11,600
5341. Valves	7,200	7,200
5345. Motors	12,000	12,000
TOTAL 5000	68,300	63,300
GRAND TOTAL	$ 1,593,312	$ 1,683,713

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER POLLUTION CONTROL 0310

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Superintendent	1	1	1	
Chief Operator	2	2	2	
TOTAL	3	3	3	
TECHNICAL				
Electronics Technician	1	1	1	
TOTAL	1	1	1	
SKILLED CRAFT				
Plant Maintenance Mechanic	2	2	2	
Utility Plant Operator	8	8	8	
TOTAL	10	10	10	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 636,258
LONGEVITY				6,843
SPECIAL PAY				16,514
OVERTIME				20,000
FRINGE BENEFITS				264,016
GRAND TOTAL	15	15	15	$ 943,631

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	SPRABERRY FARM 0315

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 208,995	$ 202,844
2000. COMMODITIES	242,800	277,800
3000. CONTRACTUAL SERVICES	811,520	1,112,916
4000. MAINTENANCE - STRUCTURES	77,299	77,299
5000. MAINTENANCE - EQUIPMENT	41,100	42,200
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,381,714	1,713,059
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	28,000
8000. EQUIPMENT	216,000	271,000
SUBTOTAL	216,000	299,000
TOTAL	$ 1,597,714	$ 2,012,059

FUNCTION: This division is responsible for effluent irrigation on nearly 6,000 acres of City-owned and leased land. The City in cooperation with the Lessees does operation and maintenance of the irrigation system. We currently have operating agreements with four lessees who do the actual farming and an additional agreement to provide water to an operator for his farming operations.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Use 100% of treated effluent water for irrigation	365 of 365 days	365 of 365 days	365 of 365 days
Meet or exceed all Texas Commission on Environmental Quality requirements	365 of 365 days	365 of 365 days	365 of 365 days

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	SPRABERRY FARM 0315

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 142,443	$ 131,784
Other Benefits	66,552	71,060
TOTAL 1000	208,995	202,844
2000. COMMODITIES		
2010. Office Supplies	100	100
2120. Minor Equipment, Instruments & Tools	1,300	1,300
2130. Plant Lubrication & Supplies	300	300
2140. Electrical Parts & Supplies	4,500	4,500
2170. Welding Supplies	500	500
2310. Janitorial Supplies	100	100
2330. Chemicals & Insecticides	145,000	145,000
2520. Botanical & Agricultural Supplies	90,000	125,000
2570. Clothing, Dry Goods, Etc.	1,000	1,000
TOTAL 2000	242,800	277,800
3000. CONTRACTUAL SERVICES		
3030. Light & Power	294,000	294,000
3210. Hire of Equipment - Garage - Vehicles	82,990	83,816
3305. Environmental & Regulatory	35,000	30,000
3373. Effluent Disposal	210,220	210,220
3390. Other Special Services	1,000	305,500
3450. Consulting Fees	185,000	186,000
3510. Travel	1,200	1,200
3520. Dues & Subscriptions	210	280
3530. Training, Registration Fees, Etc.	1,900	1,900
TOTAL 3000	811,520	1,112,916
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	1,500	1,500
4940. Irrigation Equipment	75,799	75,799
TOTAL 4000	77,299	77,299
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	3,500	3,500
5120. Instruments & Apparatus (Major)	1,500	1,500
5310. Meters	1,100	2,200
5340. Pumps	12,000	12,000

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	SPRABERRY FARM 0315

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT (continued)		
5341. Valves	$ 11,000	$ 11,000
5345. Motors	12,000	12,000
TOTAL 5000	41,100	42,200
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7480. Water Wells	0	28,000
TOTAL 7000	0	28,000
8000. EQUIPMENT		
8425. Irrigation Equipment	216,000	216,000
8530. Other Equipment	0	55,000
TOTAL 8000	216,000	271,000
GRAND TOTAL	$ 1,597,714	$ 2,012,059

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	SPRABERRY FARM 0315

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SUPERVISORY				
Labor Supervisor	1	1	1	
TOTAL	1	1	1	
OPERATIONS				
Field Operator	3	3	3	
TOTAL	3	3	3	
BASE SALARIES				$ 136,875
LONGEVITY				279
SPECIAL PAY				1,437
OVERTIME				2,000
FRINGE BENEFITS				62,253
GRAND TOTAL	4	4	4	$ 202,844

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PURIFICATION PLANT 0320

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,055,799	$ 1,125,354
2000. COMMODITIES	751,535	1,089,335
3000. CONTRACTUAL SERVICES	25,600,348	15,253,441
4000. MAINTENANCE - STRUCTURES	48,650	48,650
5000. MAINTENANCE - EQUIPMENT	62,310	76,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	27,518,642	17,592,780
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 27,518,642	$ 17,592,780

FUNCTION: This division is responsible for treating an adequate daily water supply according to standards set by the Texas Commission on Environmental Quality (TCEQ). The division operates every day on a 24-hour basis.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Meet or exceed the minimum disinfection level established by Texas Commission on Environmental Quality 100% on a daily basis	365 of 365 days	365 of 365 days	365 of 365 days
Meet or exceed Texas Commission on Environmental Quality operating standards	365 of 365 days	365 of 365 days	365 of 365 days
Stay within our systems allotted maximum daily raw water flow rate	350 of 365 days	365 of 365 days	365 of 365 days
Meet the daily system flow demands of the city	365 of 365 days	365 of 365 days	365 of 365 days

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PURIFICATION PLANT 0320

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 706,966	$ 739,932
Overtime	9,743	30,000
Other Benefits	339,090	355,422
TOTAL 1000	1,055,799	1,125,354
2000. COMMODITIES		
2010. Office Supplies	2,000	2,000
2020. Educational & Training Supplies	150	150
2115. Minor Furniture & Fixtures	0	300
2120. Minor Equipment, Instruments & Tools	8,950	8,950
2130. Plant Lubrication & Supplies	1,500	1,500
2140. Electrical Parts & Supplies	5,700	4,500
2155. Minor Computer	2,050	2,050
2160. Computer Software & Supplies	1,100	50,000
2170. Welding Supplies	700	700
2200. Food	1,450	1,000
2310. Janitorial Supplies	1,200	1,200
2320. Medical Supplies	50	50
2330. Chemicals & Insecticides	708,250	999,000
2560. Laboratory Supplies	8,000	8,000
2570. Clothing, Dry Goods, Etc.	2,875	2,875
2620. Postage	1,000	500
2630. Security Badges & Decal Supplies	60	60
2640. Safety Supplies & Minor Equipment	6,500	6,500
TOTAL 2000	751,535	1,089,335
3000. CONTRACTUAL SERVICES		
3010. Communication	1,000	1,000
3020. Heat & Natural Gas	5,000	2,500
3030. Light & Power	750,000	750,000
3040. Water	24,539,000	14,200,940
3210. Hire of Equipment - Garage - Vehicles	47,081	47,338
3212. Equipment Rental - External	2,500	2,500
3213. Hire of Equipment - Technology	2,057	2,057
3230. Laundry & Cleaning	600	600
3235. Janitorial Services	6,700	3,000
3305. Environmental & Regulatory	208,000	208,000
3310. Exterminator	601	601
3370. Grounds Maintenance	12,404	10,000
3390. Other Special Services	5,000	5,000
3510. Travel	9,800	9,800

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PURIFICATION PLANT 0320

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3520. Dues & Subscriptions	$ 875	$ 875
3530. Training, Registration Fees, Etc.	9,230	9,230
3540. Educational Assistance	500	0
TOTAL 3000	25,600,348	15,253,441
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	10,000	10,000
4012. Security Fencing	14,850	14,850
4150. Water Purification Plant	23,800	23,800
TOTAL 4000	48,650	48,650
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	5,010	4,000
5020. Furniture, Fixtures, & Furnishings	300	0
5110. Machinery, Tools, & Implements	5,000	5,000
5120. Instruments & Apparatus (Major)	12,000	12,000
5340. Pumps	20,000	20,000
5341. Valves	10,000	10,000
5345. Motors	10,000	25,000
TOTAL 5000	62,310	76,000
GRAND TOTAL	$ 27,518,642	$ 17,592,780

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	PURIFICATION PLANT 0320

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Superintendent	1	1	1	
Assistant Superintendent	1	1	1	
Utility Operations Manager	0	1	0	
TOTAL	2	3	2	
TECHNICAL				
Electronics Technician	2	2	2	
TOTAL	2	2	2	
SUPERVISORY				
Plant Maintenance Supervisor	1	1	1	
TOTAL	1	1	1	
SKILLED CRAFT				
Plant Maintenance Mechanic	1	1	1	
Utility Plant Operator	11	10	11	
TOTAL	12	11	12	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 767,949
LONGEVITY				6,105
SPECIAL PAY				11,489
OVERTIME				30,000
FRINGE BENEFITS				309,811
GRAND TOTAL	18	18	18	$ 1,125,354

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	NONDEPARTMENTAL 0325

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 102,160	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	5,414,392	5,344,448
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	10,584,367	23,462,759
SUBTOTAL	16,100,919	28,807,207
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 16,100,919	$ 28,807,207

FUNCTION: This division was established to account for all expense items that are not found exclusively within the functional responsibilities of any one Water & Sewer Fund department.

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	NONDEPARTMENTAL 0325

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 0	$ 0
Other Benefits	102,160	0
TOTAL 1000	102,160	0
3000. CONTRACTUAL SERVICES		
3030. Light & Power	350,000	350,000
3110. Insurance - External	69,128	69,128
3112. General Liability Self-Insurance	146,871	146,871
3120. Group Insurance	126,846	128,846
3121. City Share - Retiree Insurance	87,842	87,842
3125. Workers' Compensation	-21,238	0
3211. Hire of Equipment - Garage - Other	121,208	0
3340. Water Royalty Payments	50,000	62,000
3342. Ivie Reservoir Maintenance	75,000	75,000
3343. Ivie Dam Construction Contract	825,284	834,898
3344. Ivie Pipeline Construction Contract	2,779,951	2,782,363
3345. Ivie Pipeline Maintenance	550,000	550,000
3350. Bank Services	120,000	153,000
3440. External Audit Fees	85,000	56,000
3450. Consulting Fees	48,500	48,500
TOTAL 3000	5,414,392	5,344,448
6000. MISCELLANEOUS		
6202. General Fund Services	1,300,289	1,103,177
6420. Interest Expense	0	11,118,705
6885. Franchise Fees	2,850,000	3,400,000
6910. Depreciation Expense	6,434,078	7,840,877
TOTAL 6000	10,584,367	23,462,759
GRAND TOTAL	$ 16,100,919	$ 28,807,207

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER & WASTEWTR MAINT 0335

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,673,619	$ 1,873,191
2000. COMMODITIES	180,950	799,050
3000. CONTRACTUAL SERVICES	1,672,270	634,431
4000. MAINTENANCE - STRUCTURES	350,010	2,529,010
5000. MAINTENANCE - EQUIPMENT	60,300	206,000
6000. MISCELLANEOUS	0	2,000,000
SUBTOTAL	3,937,149	8,041,682
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	110,000	0
8000. EQUIPMENT	16,500	0
SUBTOTAL	126,500	0
TOTAL	$ 4,063,649	$ 8,041,682

FUNCTION: This division is responsible for the distribution of water and collection of sewage throughout the City. The division maintains water mains, fire hydrants, valves, sewer mains, manholes, and lift stations. Short main line extensions, line replacements and taps for service connections are installed by the division.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Water main breaks	85	80	78
Average man hours/main repair	22.99	23.00	22.00
Emergency sewer stoppages	387	350	325
CCTV inspection/ miles sewer line	0.75%	1.00%	1.50%

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER & WASTEWTR MAINT 0335

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,075,887	$ 1,140,180
Overtime	26,265	100,000
Other Benefits	571,467	633,011
TOTAL 1000	1,673,619	1,873,191
2000. COMMODITIES		
2010. Office Supplies	2,000	1,500
2020. Educational & Training Supplies	150	150
2110. Motor Vehicle Supplies	0	200
2120. Minor Equipment, Instruments & Tools	17,500	20,000
2140. Electrical Parts & Supplies	600	600
2155. Minor Computer Hardware & Peripherals	2,000	2,000
2160. Computer Software & Supplies	9,000	500
2170. Welding Supplies	1,200	1,200
2190. Water & Sewer Taps	120,000	750,000
2200. Food	900	500
2310. Janitorial Supplies	1,700	1,700
2320. Medical Supplies	400	400
2330. Chemicals & Insecticides	7,500	4,500
2420. Barricades & Warning Signs	5,700	3,500
2570. Clothing, Dry Goods, Etc.	12,300	12,300
TOTAL 2000	180,950	799,050
3000. CONTRACTUAL SERVICES		
3030. Light & Power	28,500	28,500
3040. Water	30,000	30,000
3113. General Liability, Worker's Compensation Penalty	-23,516	0
3200. Lab Tests - Streets	1,000	0
3210. Hire of Equipment - Garage - Vehicles	602,596	542,840
3212. Equipment Rental - External	2,200	1,100
3213. Hire of Equipment - Technology	2,180	8,091
3230. Laundry & Cleaning	13,600	18,000
3240. Binding, Printing & Reproduction	200	0
3310. Exterminator	750	0
3360. Special Postage & Express Shipping	460	0
3390. Other Special Services	200	200
3510. Travel	6,000	2,500

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER & WASTEWTR MAINT 0335

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3520. Dues & Subscriptions	$ 1,800	$ 1,000
3530. Training, Registration Fees, Etc.	6,000	2,200
3920. Rent	300	0
3990. Other	1,000,000	0
TOTAL 3000	1,672,270	634,431
4000. MAINTENANCE OF STRUCTURES		
4010. Building & Grounds	1,000	5,000
4110. Sanitary Sewers	175,000	1,000,000
4220. Streets, Roadways, Etc.	24,010	24,010
4930. Water Mains	150,000	1,500,000
TOTAL 4000	350,010	2,529,010
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	300	1,500
5110. Machinery, Tools, & Implements	14,250	10,000
5120. Instruments & Apparatus (Major)	6,250	2,500
5320. Water Service Connections	14,000	79,000
5330. Fire Hydrants	25,000	43,000
5410. Sewer Service Connections	500	70,000
TOTAL 5000	60,300	206,000
6000. MISCELLANEOUS		
6990. Miscellaneous	0	2,000,000
TOTAL 6000	0	2,000,000
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7560. Water Lines	110,000	0
TOTAL 7000	110,000	0
8000. EQUIPMENT		
8530. Other Equipment	16,500	0
TOTAL 8000	16,500	0
GRAND TOTAL	$ 4,063,649	$ 8,041,682

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	WATER & WASTEWTR MAINT 0335

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Superintendent		1	1	1	
	TOTAL	1	1	1	
TECHNICAL					
Instrument Technician		1	1	1	
Operations Planner		2	2	2	
	TOTAL	3	3	3	
SUPERVISORY					
Labor Supervisor		2	2	2	
	TOTAL	2	2	2	
OPERATIONS					
Crew Leader		5	5	5	
Equipment Operator		20	19	15	
Maintenance Specialist		1	1	1	
	TOTAL	26	25	21	
BASE SALARIES					$ 1,183,272
LONGEVITY					17,181
SPECIAL PAY					35,696
OVERTIME					100,000
FRINGE BENEFITS					537,042
GRAND TOTAL		32	31	27	$ 1,873,191

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	INTERFUND TRANSFER 0339

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	0	0
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	7,189,196	5,288,764
SUBTOTAL	7,189,196	5,288,764
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 7,189,196	$ 5,288,764

FUNCTION: This division accounts for the transfers to the Water and Sewer Debt Service accounts and transfers to support miscellaneous projects financed by operating funds.

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	UTILITIES 300	INTERFUND TRANSFER 0339

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6300. General Fund	$ 750,000	$ 0
6326. Interest & Sinking	2,500	0
6328. Hud Section 108 Loan Fund	107,112	106,250
6336. Water & Sewer 2012 GPCO	851,856	1,424,662
6341. Water & Sewer Construction	1,753,148	0
6349. Water & Sewer 2007 Refund Sinking Fund	600,391	609,027
6356. Water & Sewer 2007 CO I & S Fund	3,124,189	3,148,825
TOTAL 6000	7,189,196	5,288,764
GRAND TOTAL	$ 7,189,196	$ 5,288,764

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	FINANCE 035	METER SHOP 0340

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 300,646	$ 325,766
2000. COMMODITIES	463,000	512,500
3000. CONTRACTUAL SERVICES	46,692	49,405
4000. MAINTENANCE - STRUCTURES	0	200
5000. MAINTENANCE - EQUIPMENT	123,700	152,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	934,038	1,039,871
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 934,038	$ 1,039,871

FUNCTION: This division is under the direction of the Supervisor of Customer Service. The function of the division is to repair and replace water meters.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Change out 20% of meters on all active accounts annually	11%	20%	20%
Same day service for curb stop repairs, meter change outs, leak checks, meter sets, and replacement of meter boxes	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	FINANCE 035	METER SHOP 0340

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 192,845	$ 201,288
Overtime	366	10,000
Other Benefits	107,435	114,478
TOTAL 1000	300,646	325,766
2000. COMMODITIES		
2010. Office Supplies	2,000	1,500
2120. Minor Equipment, Instruments & Tools	7,000	7,000
2195. Water Meters	450,000	500,000
2220. Ice	1,500	1,500
2310. Janitorial Supplies	500	500
2570. Clothing, Dry Goods, Etc.	2,000	2,000
TOTAL 2000	463,000	512,500
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	1,500	2,500
3030. Light & Power	3,000	3,000
3040. Water	1,500	1,500
3210. Hire of Equipment - Garage - Vehicles	33,725	35,438
3213. Hire of Equipment - Technology	2,167	2,167
3280. Temporary Help	2,000	2,000
3510. Travel	1,500	1,500
3530. Training, Registration Fees, Etc.	1,000	1,000
3550. Employee Awards	300	300
TOTAL 3000	46,692	49,405
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	0	200
TOTAL 4000	0	200
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	200	0
5310. Meters	3,500	2,000
5320. Water Service Connections	120,000	150,000
TOTAL 5000	123,700	152,000
GRAND TOTAL	$ 934,038	$ 1,039,871

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	FINANCE 035	METER SHOP 0340

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SUPERVISORY				
Labor Supervisor	1	1	1	
TOTAL	1	1	1	
OPERATIONS				
Maintenance Specialist	5	5	5	
TOTAL	5	5	5	
BASE SALARIES				$ 209,091
LONGEVITY				2,517
SPECIAL PAY				3,780
OVERTIME				10,000
FRINGE BENEFITS				100,378
GRAND TOTAL	6	6	6	$ 325,766

SUMMARY

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	FINANCE 035	CUSTOMER SERVICE 0345

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,394,169	$ 1,480,530
2000. COMMODITIES	238,052	245,427
3000. CONTRACTUAL SERVICES	336,589	396,074
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	15,000	15,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,983,810	2,137,031
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 1,983,810	$ 2,137,031

FUNCTION: This office reports to the Finance Director. The division performs work related to new customers, preparation of bills, complaints and adjustments, bad order meters, the closeout of customers' accounts and the collection of delinquent utility bills.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Same day service for turn on, turn off, and reconnection	100%	100%	100%
Meter readings for billing cycles completed by reading dates	100%	100%	100%
Water, sewer, and sanitation delinquent account write-offs less than 1%	0.12%	0.20%	0.20%
Daily deposit by cashiers office is prepared and ready for pick up by noon	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	FINANCE 035	CUSTOMER SERVICE 0345

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 923,802	$ 934,572
Overtime	5,282	50,000
Other Benefits	465,085	495,958
TOTAL 1000	1,394,169	1,480,530
2000. COMMODITIES		
2010. Office Supplies	16,000	16,000
2012. Water Bills	30,000	32,000
2120. Minor Equipment, Instruments & Tools	5,000	5,000
2160. Computer Software & Supplies	500	0
2310. Janitorial Supplies	125	500
2330. Chemicals & Insecticides	50	50
2570. Clothing, Dry Goods, Etc.	6,000	6,500
2620. Postage	180,000	185,000
2630. Security Badges & Decal Supplies	377	377
TOTAL 2000	238,052	245,427
3000. CONTRACTUAL SERVICES		
3113. General Liability, Worker's Compensation Penalty	-2,225	0
3210. Hire of Equipment - Garage - Vehicles	100,829	140,089
3212. Equipment Rental - External	33,000	33,000
3213. Hire of Equipment - Technology	9,385	9,385
3240. Binding, Printing & Reproduction	600	600
3270. Notary Bonds	142	142
3280. Temporary Help	80,000	100,000
3290. Armored Car Services	3,058	3,058
3350. Bank Services	70,000	70,000
3360. Special Postage & Express Shipping	300	300
3390. Other Special Services	5,000	3,000
3405. Software Maintenance	2,500	2,500
3420. Legal Filing Fees	10,000	10,000
3510. Travel	15,000	15,000
3520. Dues & Subscriptions	1,500	1,500
3530. Training, Registration Fees, Etc.	6,500	6,500
3550. Employee Awards	1,000	1,000
TOTAL 3000	336,589	396,074

DETAIL

FUND	DEPARTMENT	UNIT
WATER & SEWER 300	FINANCE 035	CUSTOMER SERVICE 0345

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	$ 15,000	$ 15,000
TOTAL 5000	15,000	15,000
GRAND TOTAL	$ 1,983,810	$ 2,137,031

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WATER & SEWER	FINANCE	CUSTOMER SERVICE
300	035	0345

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Customer Service Manager	1	1	1	
Asst. Customer Service Manager	1	1	1	
TOTAL	2	2	2	
TECHNICAL				
Billing Technician	0	2	2	
TOTAL	0	2	2	
SUPERVISORY				
Billing Supervisor	1	1	1	
Service Representative Supervisor	1	0	0	
TOTAL	2	1	1	
OPERATIONS				
Customer Service Representative	6	6	6	
Meter Reader	7	6	6	
TOTAL	13	12	12	
CLERICAL				
Account Clerk	10	10	10	
TOTAL	10	10	10	
BASE SALARIES				$ 969,624
LONGEVITY				10,062
SPECIAL PAY				11,593
OVERTIME				50,000
FRINGE BENEFITS				439,251
GRAND TOTAL	27	27	27	$ 1,480,530

MIDLAND

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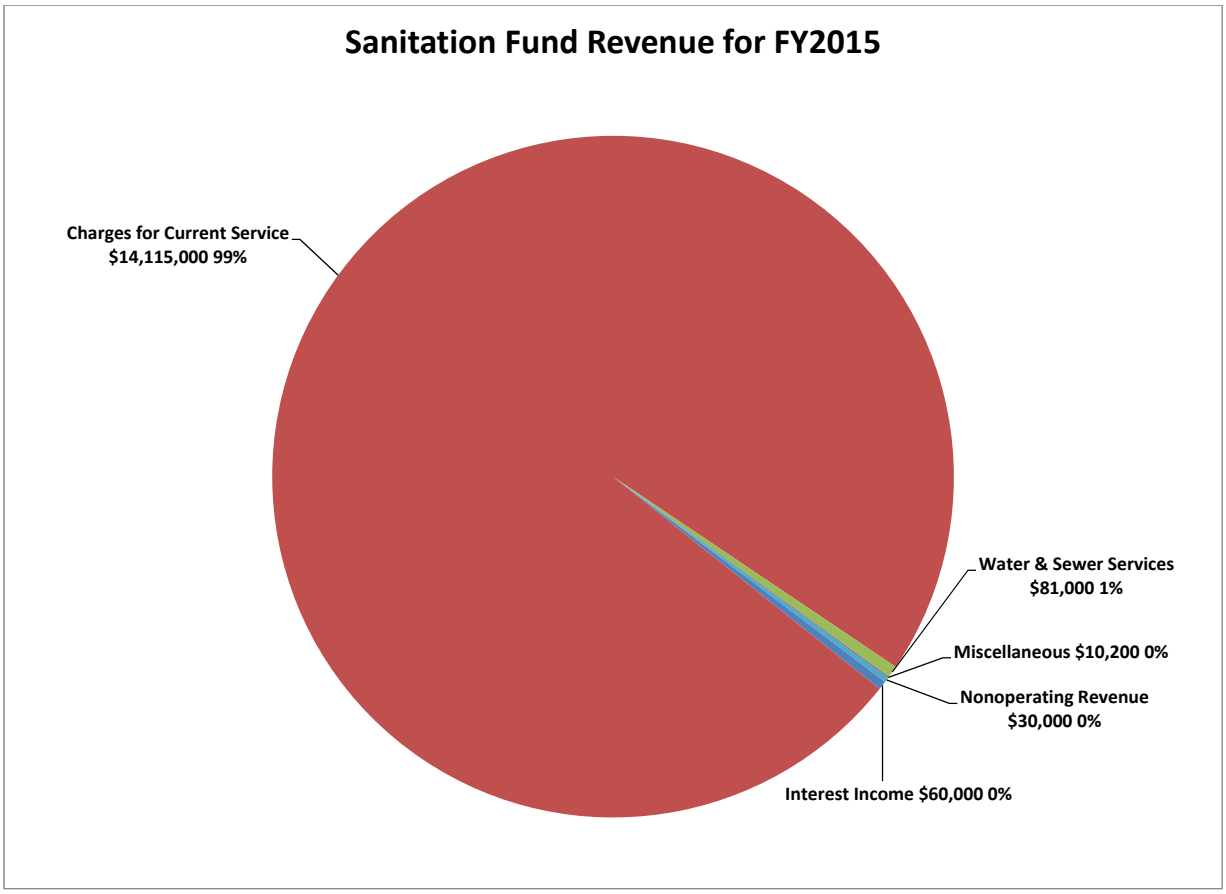
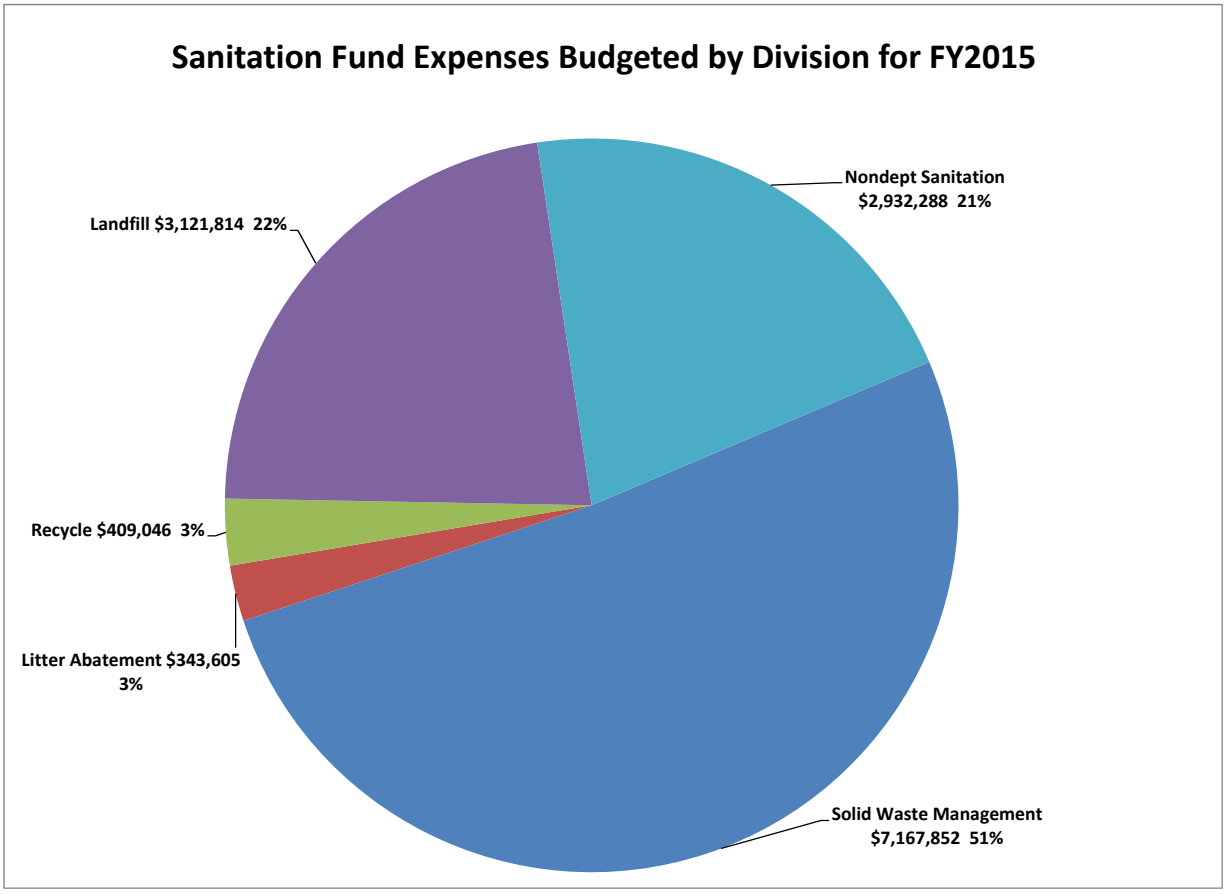
SECTION VI

SANITATION FUND


Sanitation Fund Revenue for FY2015
Charges for Current Service
$14,115,000 99%
Water & Sewer Services
$81,000 1%
Miscellaneous $10,200 0%
Nonoperating Revenue
$30,000 0%
Interest Income $60,000 0%


Sanitation Fund Expenses Budgeted by Division for FY2015
Nondept Sanitation
$2,932,288 21%
Landfill $3,121,814 22%
Recycle $409,046 3%
Litter Abatement $343,605
3%
Solid Waste Management
$7,167,852 51%

SANITATION FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
CHARGES FOR CURRENT SERVICES			
Garbage Collection Fees	$ 8,956,613	$ 8,800,000	$ 9,000,000
Landfill Charges	3,989,438	3,600,000	4,000,000
Recycle Midland	1,089	0	0
Special Collections	32,343	30,000	30,000
Haulers Permit Fee	50,000	45,000	60,000
Landfill Access Fee	506,475	250,000	400,000
Recycle Fee	227,295	225,000	225,000
Litter Fee	412,701	370,000	400,000
Miscellaneous	0	12,500	0
Penalties	98,684	96,000	96,000
Uncollectible	(15,000)	(15,000)	(15,000)
Total Charges for Current Services	14,259,638	13,413,500	14,196,000
NONOPERATING AND OTHER REVENUE			
Interest	99,143	70,000	60,000
Discounts Earned	11,829	10,000	8,000
State Sanitation Grant	49	0	0
Sale of Minor Equipment	22,548	0	0
Litter Abatement Contribution	26,794	0	0
Unclassified	3,253	1,000	2,200
Net Increase in Fair Value of Investment	(272,308)	0	0
Sale of Recyclables	28,977	30,000	30,000
Total Nonoperating and Other Revenue	(79,715)	111,000	100,200
TOTAL REVENUE AND RECEIPTS	$ 14,179,923	$ 13,524,500	$ 14,296,200

SANITATION FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0400	Utilities - Solid Waste Management	$ 6,236,667	$ 6,438,987	$ 7,167,852
0401	Utilities - Litter Abatement	226,369	343,605	343,605
0402	Utilities - Recycle	250,482	332,116	409,046
0405	Utilities - Landfill	2,512,739	2,735,565	3,121,814
0407	Utilities - Nondepartmental	3,075,926	2,893,628	2,932,288
0409	Utilities - Interfund Transfer	5,975,210	391,600	0
	Total	$ 18,277,393	$ 13,135,501	$ 13,974,605

SANITATION FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 3,825,660	27.376%
2000. COMMODITIES	810,825	5.802%
3000. CONTRACTUAL SERVICES	6,318,951	45.217%
4000. MAINTENANCE - STRUCTURES	37,100	0.265%
5000. MAINTENANCE - EQUIPMENT	29,875	0.214%
6000. MISCELLANEOUS	2,856,194	20.438%
TOTAL OPERATING EXPENDITURES	13,878,605	99.312%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	0	0.000%
8000. EQUIPMENT	96,000	0.688%
TOTAL CAPITAL OUTLAY	96,000	0.688%
GRAND TOTAL	$ 13,974,605	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	SOLID WASTE MANAGEMENT 0400

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 2,417,929	$ 2,757,825
2000. COMMODITIES	666,675	767,175
3000. CONTRACTUAL SERVICES	3,226,881	3,515,227
4000. MAINTENANCE - STRUCTURES	4,600	4,600
5000. MAINTENANCE - EQUIPMENT	26,750	26,875
6000. MISCELLANEOUS	150	150
SUBTOTAL	6,342,985	7,071,852
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	96,000	96,000
SUBTOTAL	96,000	96,000
TOTAL	$ 6,438,985	$ 7,167,852

FUNCTION: This division is responsible for the collection of refuse and its delivery to the Landfill. They also collect recyclable materials from drop-off points for delivery to our recycle contractor; provide a large item pickup service; and provide hauling service for the yard waste sites.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Number of containers changed out/ total	4.07%	2.67%	5.00%
Number of containers repaired/ total	8.88%	4.15%	7.00%
Hand pickups/ customer	6.36%	4.97%	7.00%
Tons recycled/ tons collected	1.35%	1.36%	2.00%
Tons collected/ employee - hr	1.56	1.58	2.05

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	SOLID WASTE MANAGEMENT 0400

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,555,070	$ 1,659,348
Overtime	25,750	200,000
Other Benefits	837,109	898,477
TOTAL 1000	2,417,929	2,757,825
2000. COMMODITIES		
2010. Office Supplies	6,000	6,000
2020. Educational & Training Supplies	1,500	1,500
2110. Motor Vehicle Supplies	1,000	1,000
2115. Minor Furniture & Fixtures	2,500	2,500
2120. Minor Equipment, Instruments & Tools	5,000	5,000
2130. Plant Lubrication & Supplies	500	500
2160. Computer Software & Supplies	1,000	1,000
2170. Welding Supplies	2,000	2,000
2180. Refuse Containers & Lids	575,000	575,000
2181. Roll Out Carts	50,000	150,000
2200. Food	1,500	2,000
2210. Water	1,000	1,000
2220. Ice	1,500	1,500
2310. Janitorial Supplies	1,250	1,250
2320. Medical Supplies	300	300
2330. Chemicals & Insecticides	2,250	2,250
2570. Clothing, Dry Goods, Etc.	13,500	13,500
2630. Security Badges & Decal Supplies	500	500
2640. Safety Supplies & Minor Equipment	375	375
TOTAL 2000	666,675	767,175
3000. CONTRACTUAL SERVICES		
3030. Light & Power	2,500	3,300
3040. Water	1,000	1,000
3113. General Liability, Worker's Compensation Penalty	-19,178	0
3210. Hire of Equipment - Garage - Vehicles	3,184,468	3,460,003
3212. Equipment Rental - External	1,500	1,500
3213. Hire of Equipment - Technology	4,062	5,024
3220. Advertising	3,500	3,500
3235. Janitorial Services	3,600	3,600
3240. Binding, Printing & Reproduction	400	400
3280. Temporary Help	3,000	3,000
3310. Exterminator	220	220
3405. Software Maintenance	0	8,000
3510. Travel	20,039	14,680

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	SOLID WASTE MANAGEMENT 0400

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3520. Dues & Subscriptions	$ 500	$ 500
3530. Training, Registration Fees, Etc.	14,770	7,000
3540. Education Assistance	6,000	3,000
3550. Employee Awards	500	500
TOTAL 3000	3,226,881	3,515,227
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	3,600	3,600
4220. Streets, Roadways, Etc.	1,000	1,000
TOTAL 4000	4,600	4,600
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	1,250	1,250
5120. Instruments & Apparatus (Major)	0	125
5130. Motor Vehicles	500	500
5510. Refuse Containers	15,000	15,000
5520. Refuse Compactors	10,000	10,000
TOTAL 5000	26,750	26,875
6000. MISCELLANEOUS		
6990. Miscellaneous	150	150
TOTAL 6000	150	150
CAPITAL OUTLAY		
8000. EQUIPMENT		
8501. Sanitation Equipment	96,000	96,000
TOTAL 8000	96,000	96,000
GRAND TOTAL	$ 6,438,985	$ 7,167,852

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	SOLID WASTE MANAGEMENT 0400

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Solid Waste Management Director	1	1	1	
Assistant Solid Waste Director	1	1	1	
TOTAL	2	2	2	
TECHNICAL				
Environmenal Officer	1	1	1	
Operations Planner	1	1	1	
TOTAL	2	2	2	
SUPERVISORY				
Labor Supervisor	3	3	3	
TOTAL	3	3	3	
OPERATIONS				
Maintenance Specialist	3	3	2	
Sanitation Driver	33	33	35	
TOTAL	36	36	37	
CLERICAL				
Administrative Assistant	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 1,720,779
LONGEVITY				16,626
SPECIAL PAY				36,436
OVERTIME				200,000
FRINGE BENEFITS				783,984
GRAND TOTAL	44	44	45	$ 2,757,825

SUMMARY

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	LITTER ABATEMENT 0401

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	6,650	6,650
3000. CONTRACTUAL SERVICES	181,900	181,900
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	155,055	155,055
SUBTOTAL	343,605	343,605
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 343,605	$ 343,605

FUNCTION: This division is responsible for the management of the Voluntary Litter Abatement Fee.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Cubic yards of litter picked up	2,626.11	3,175.85	4,000
Litter abatement fee collections	$425,389	$458,629	$500,000
Average participation	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	LITTER ABATEMENT 0401

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2010. Office Supplies	$ 200	$ 200
2020. Educational & Training Supplies	5,000	5,000
2180. Refuse Containers & Lids	1,150	1,150
2200. Food	300	300
TOTAL 2000	6,650	6,650
3000. CONTRACTUAL SERVICES		
3220. Advertising	5,000	5,000
3240. Binding, Printing & Reproduction	500	500
3390. Other Special Services	25,000	25,000
3950. Cleaning Lots	121,400	121,400
3955. Demolition of Dangerous Building	30,000	30,000
TOTAL 3000	181,900	181,900
6000. MISCELLANEOUS		
6171. Keep Midland Beautiful	100,000	100,000
6174. KMB - Cash for Trash	50,000	50,000
6990. Miscellaneous	5,055	5,055
TOTAL 6000	155,055	155,055
GRAND TOTAL	$ 343,605	$ 343,605

SUMMARY

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	RECYCLE 0402

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 191,637	$ 200,611
2000. COMMODITIES	9,500	9,500
3000. CONTRACTUAL SERVICES	130,979	198,935
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	332,116	409,046
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 332,116	$ 409,046

FUNCTION: This is a new division that was extracted from the Solid Waste and Landfill divisions. The division operates the Citizens Collection Station and is responsible for the collection of recyclable materials from drop-off points for delivery to our recycle contractor and the handling and processing of yard waste and large items taken in at the Citizens Collection Station.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Recycle Fee Collection	$227,295.00	$236,876.36	$250,000.00
Recycle Revenue - Butts Recycle	$11,719.66	$3,194.27	$4,000.00
Materials recycled at Butts (in tons)	1,315	1,341	1,600

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	RECYCLE 0402

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 123,003	$ 131,628
Other Benefits	68,634	68,983
TOTAL 1000	191,637	200,611
2000. COMMODITIES		
2010. Office Supplies	500	500
2020. Educational & Training Supplies	1,500	1,500
2120. Minor Equipment, Instruments & Tools	1,500	1,500
2180. Refuse Containers & Lids	3,000	3,000
2200. Food	300	300
2210. Water	250	250
2310. Janitorial Supplies	500	500
2320. Medical Supplies	125	125
2330. Chemicals & Insecticides	125	125
2570. Clothing, Dry Goods, Etc.	1,200	1,200
2640. Safety Supplies & Minor Equipment	500	500
TOTAL 2000	9,500	9,500
3000. CONTRACTUAL SERVICES		
3210. Hire of Equipment - Garage - Vehicles	111,379	69,255
3212. Equipment Rental - External	2,500	2,500
3213. Hire of Equipment - Technology	0	3,080
3220. Advertising	4,000	4,000
3280. Temporary Help	3,000	60,000
3304. Mulching	0	50,000
3380. Recycling Activities	10,000	10,000
3550. Employee Awards	100	100
TOTAL 3000	130,979	198,935
GRAND TOTAL	$ 332,116	$ 409,046

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	RECYCLE 0402

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
OPERATIONS				
Sanitation Driver	2	2	2	
Service Attendent-CCS	2	2	2	
TOTAL	4	4	4	
BASE SALARIES				$ 136,707
LONGEVITY				375
FRINGE BENEFITS				63,529
GRAND TOTAL	4	4	4	$ 200,611

SUMMARY

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	LANDFILL 0405

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 725,881	$ 867,224
2000. COMMODITIES	27,500	27,500
3000. CONTRACTUAL SERVICES	1,951,684	2,191,590
4000. MAINTENANCE - STRUCTURES	27,500	32,500
5000. MAINTENANCE - EQUIPMENT	3,000	3,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	2,735,565	3,121,814
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 2,735,565	$ 3,121,814

FUNCTION: This division operates the Landfill according to the standards set by the Texas Commission on Environmental Quality (TCEQ). The Landfill is open from 7:30 a.m. through 5:30 p.m., Monday through Saturday.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Tons Landfill	221,776.51	248,953.05	250,000
Cubic yards used/ Cubic yards total	1.02%	1.15%	1.25%
Tons yard waste diverted	4,338.64	6,500.00	6,800
Tons recyclables removed	1,917.22	2,000.00	3,400

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	LANDFILL 0405

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 477,174	$ 538,229
Overtime	8,869	50,000
Other Benefits	239,838	278,995
TOTAL 1000	725,881	867,224
2000. COMMODITIES		
2010. Office Supplies	3,000	3,000
2110. Motor Vehicle Supplies	300	300
2115. Minor Furniture & Fixtures	1,000	1,000
2120. Minor Equipment, Instruments, Tools	7,000	7,000
2140. Electrical Parts & Supplies	1,500	1,500
2155. Minor Computer Hardware & Peripherals	500	500
2160. Computer Software & Supplies	800	800
2170. Welding Supplies	1,500	1,500
2200. Food	500	500
2210. Water	1,600	1,600
2310. Janitorial Supplies	2,000	2,000
2320. Medical Supplies	600	600
2330. Chemicals & Insecticides	700	700
2570. Clothing, Dry Goods, Etc.	5,500	5,500
2640. Safety Supplies and Minor Equipment	1,000	1,000
TOTAL 2000	27,500	27,500
3000. CONTRACTUAL SERVICES		
3010. Communication	1,000	1,000
3030. Light & Power	30,000	30,000
3210. Hire of Equipment - Garage - Vehicles	1,509,726	1,550,522
3212. Equipment Rental - External	2,500	2,500
3213. Hire of Equipment - Technology	2,203	2,313
3220. Advertising	500	500
3240. Binding, Printing & Reproduction	2,500	2,500
3280. Temporary Help	45,000	45,000
3304. Mulching	100,000	100,000
3305. Environmental, Regulatory	50,000	50,000
3310. Exterminator	220	220
3370. Grounds Maintenance	25,000	25,000
3386. Tipping Fees	160,000	160,000
3390. Other Special Services	1,000	200,000
3405. Software Maintenance	395	395
3510. Travel	12,191	12,191
3520. Dues & Subscriptions	500	500

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	LANDFILL 0405

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3530. Training, Registration Fees, Etc.	$ 8,199	$ 8,199
3540. Educational Assistance	500	500
3550. Employee Awards	250	250
TOTAL 3000	1,951,684	2,191,590
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	6,000	6,000
4012. Security Fencing	5,000	10,000
4110. Sanitary Sewers	500	500
4220. Streets, Roadways, Etc.	15,000	15,000
4910. Standpipes, Tanks, Wells, Etc.	1,000	1,000
TOTAL 4000	27,500	32,500
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	3,000	3,000
TOTAL 5000	3,000	3,000
GRAND TOTAL	$ 2,735,565	$ 3,121,814

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	LANDFILL 0405

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Environmental Compliance Spec.	1	1	1	
Landfill Manager	1	1	1	
TOTAL	2	2	2	
SUPERVISORY				
Labor Supervisor	2	2	2	
TOTAL	2	2	2	
SKILLED CRAFT				
Heavy Equipment Technician	0	1	1	
Landfill Mechanic	1	0	0	
TOTAL	1	1	1	
OPERATIONS				
Customer Service Specialist	0	1	1	
Equipment Operator	6	6	7	
Landfill Attendent	1	0	1	
TOTAL	7	7	9	
BASE SALARIES				$ 556,940
LONGEVITY				2,469
SPECIAL PAY				5,615
CAR ALLOWANCE				9,600
OVERTIME				50,000
FRINGE BENEFITS				242,600
GRAND TOTAL	12	12	14	$ 867,224

SUMMARY

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	NONDEPARTMENTAL 0407

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 49,489	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	209,096	231,299
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	2,635,043	2,700,989
SUBTOTAL	2,893,628	2,932,288
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 2,893,628	$ 2,932,288

FUNCTION: This division is used to account for payments to the General Fund for services rendered and to record overhead charges from other funds and depreciation expense.

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	NONDEPARTMENTAL 0407

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 0	$ 0
Other Benefits	49,489	0
TOTAL 1000	49,489	0
3000. CONTRACTUAL SERVICES		
3110. Insurance - External	8,819	8,819
3112. General Liability Self-Insurance	37,616	37,616
3120. Group Insurance	70,300	70,300
3121. City Share - Retiree Insurance	32,064	32,064
3125. Workers' Compensation	-15,492	0
3211. Hire of Equipment - Garage - Other	25,789	0
3350. Bank Services	35,000	67,000
3440. External Audit Fees	15,000	15,500
TOTAL 3000	209,096	231,299
6000. MISCELLANEOUS		
6202. General Fund Services	598,626	639,896
6865. Closure & Postclosure Care	1,035,347	991,998
6885. Franchise Fees	444,800	560,000
6910. Depreciation Expense	556,270	509,095
TOTAL 6000	2,635,043	2,700,989
GRAND TOTAL	$ 2,893,628	$ 2,932,288

SUMMARY

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	INTERFUND TRANSFER 0409

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	0	0
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	391,600	0
SUBTOTAL	391,600	0
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 391,600	$ 0

FUNCTION: This division accounts for the transfers to the Sanitation Debt Service accounts and transfers to support miscellaneous projects financed by operating funds.

DETAIL

FUND	DEPARTMENT	UNIT
SANITATION 430	SANITATION 430	INTERFUND TRANSFER 0409

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6359. Sanitation Construction Fund	$ 391,600	$ 0
TOTAL 6000	391,600	0
GRAND TOTAL	$ 391,600	$ 0

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MIDLAND

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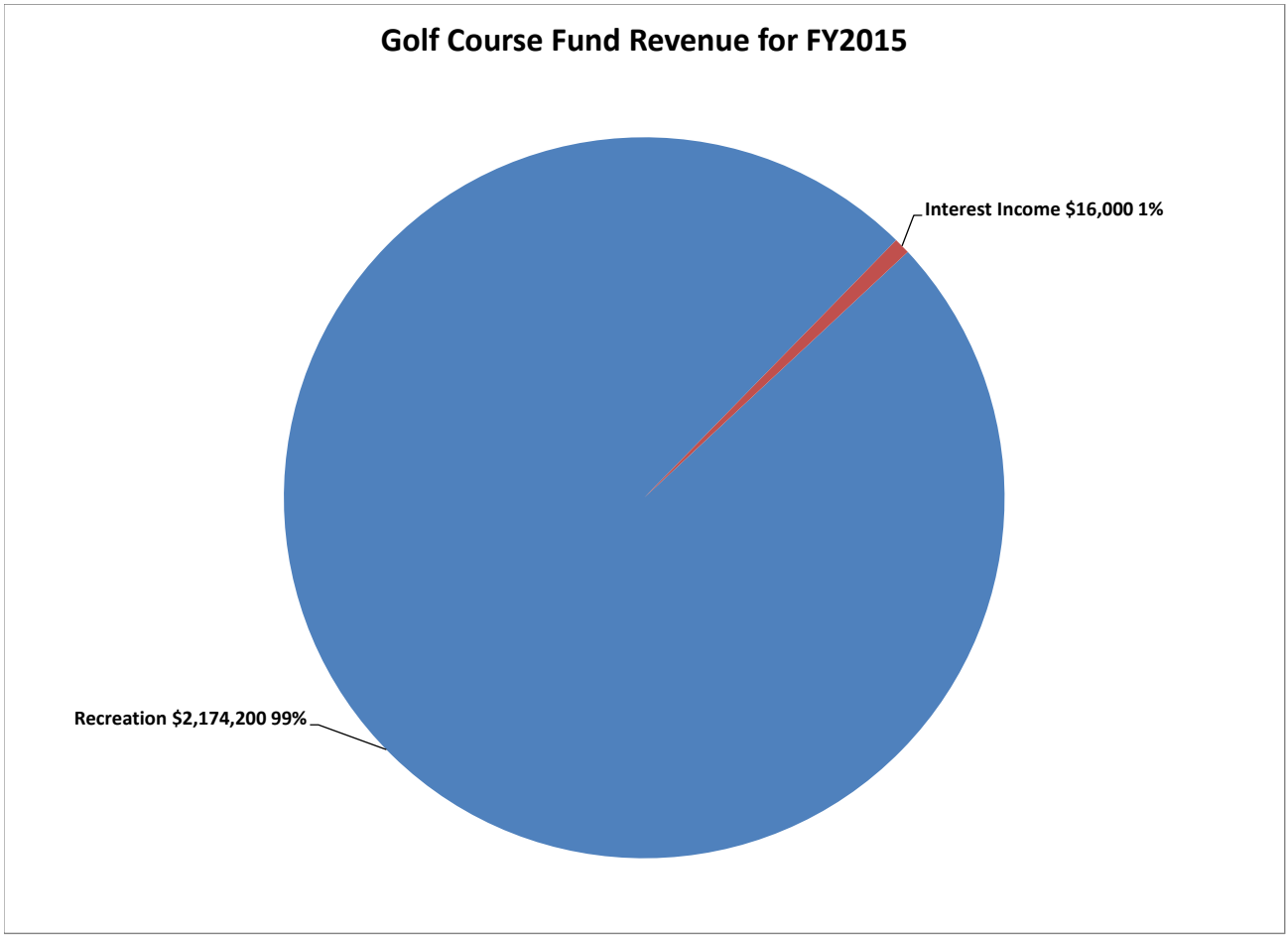
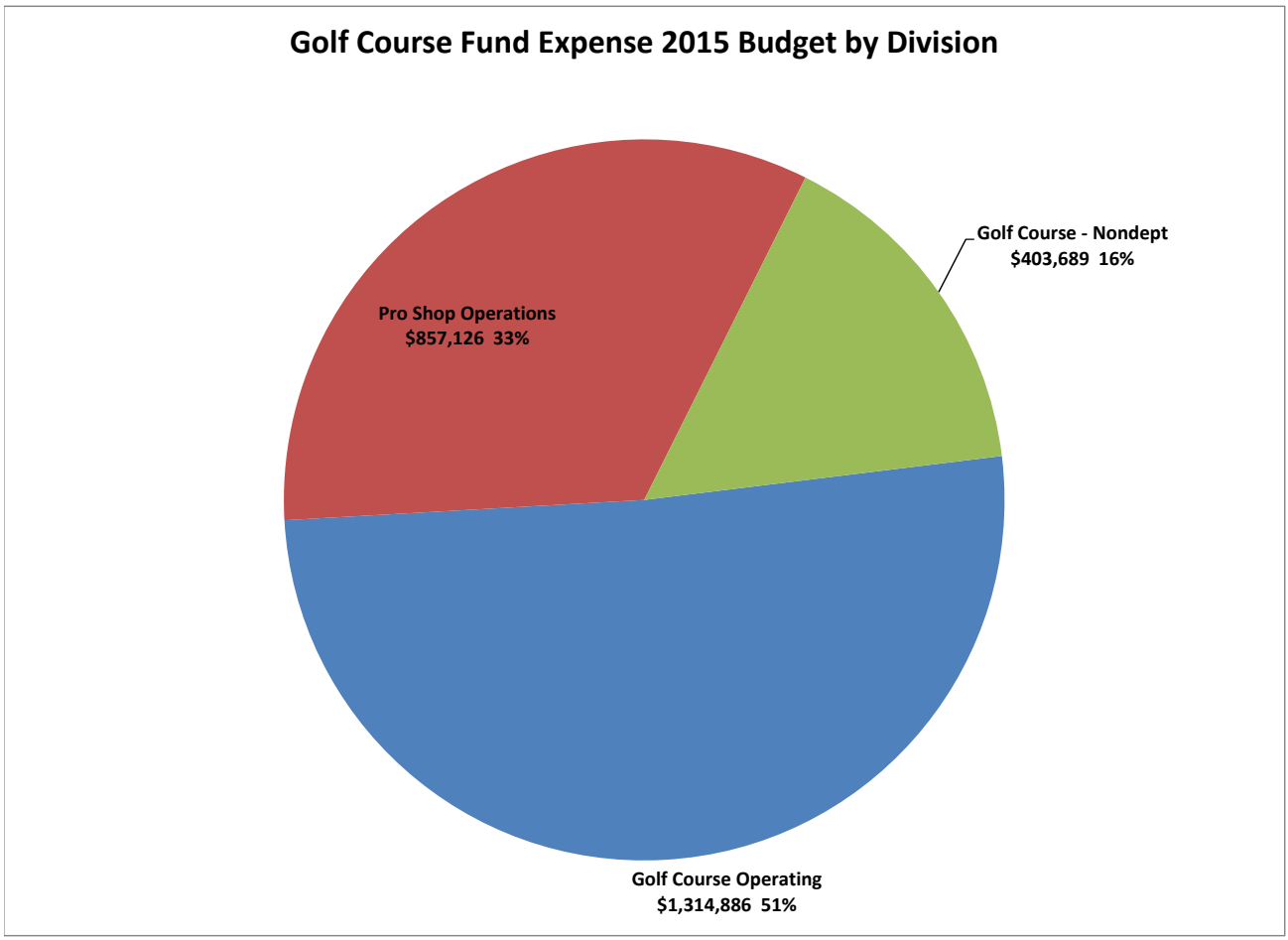
SECTION VII

GOLF COURSE FUND


Golf Course Fund Revenue for FY2015
Interest Income $16,000 1%
Recreation $2,174,200 99%


Golf Course Fund Expense 2015 Budget by Division
Golf Course - Nondept
$403,689 16%
Pro Shop Operations
$857,126 33%
Golf Course Operating
$1,314,886 51%

GOLF COURSE FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
RECREATION			
Golf Cart Rentals	$ 605,700	$ 626,000	$ 540,000
Daily Green Fees	765,081	780,000	680,000
Junior Rates	11,971	16,300	14,000
Senior Rates	52,050	52,000	47,000
Senior Annual Fees	6,300	6,000	6,000
Junior Annual Fees	0	0	400
Midland School Fees	1,568	1,950	1,800
Tournament Revenue	20,947	22,000	22,000
Snack Bar Rentals	52,872	55,000	52,000
Driving Range	82,676	85,000	78,000
Golf Pro Shop Rentals	12,522	14,200	13,000
Golf Pro Shop Sales	739,774	760,000	720,000
Total Recreation	2,351,461	2,418,450	2,174,200
NONOPERATING AND OTHER REVENUE			
Interest	15,695	15,000	16,000
Discounts Earned	1,716	1,500	0
Miscellaneous	6,582	0	0
Net Increase in Fair Value of Investment	(43,229)	0	0
Total Nonoperating and Other Revenue	(19,236)	16,500	16,000
TOTAL REVENUE AND RECEIPTS	$ 2,332,225	$ 2,434,950	$ 2,190,200

GOLF COURSE FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0410	Golf Course Operating	$ 1,102,558	$ 1,140,686	$ 1,314,886
0411	Pro Shop Operations	885,992	842,198	857,126
0415	Golf Course - Nondepartmental	359,443	345,221	403,689
0419	Golf Course - Interfund Transfer	0	0	205,346
	Total	$ 2,347,993	$ 2,328,105	$ 2,781,047

GOLF COURSE FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 751,898	27.037%
2000. COMMODITIES	602,200	21.654%
3000. CONTRACTUAL SERVICES	694,830	24.984%
4000. MAINTENANCE - STRUCTURES	43,000	1.546%
5000. MAINTENANCE - EQUIPMENT	14,500	0.521%
6000. MISCELLANEOUS	584,619	21.022%
TOTAL OPERATING EXPENDITURES	2,691,047	96.764%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	90,000	3.236%
8000. EQUIPMENT	0	0.000%
TOTAL CAPITAL OUTLAY	90,000	3.236%
GRAND TOTAL	$ 2,781,047	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	GOLF COURSE 0410

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 482,160	$ 519,232
2000. COMMODITIES	108,700	108,700
3000. CONTRACTUAL SERVICES	451,326	543,454
4000. MAINTENANCE - STRUCTURES	40,000	40,000
5000. MAINTENANCE - EQUIPMENT	13,500	13,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,095,686	1,224,886
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	45,000	90,000
8000. EQUIPMENT	0	0
SUBTOTAL	45,000	90,000
TOTAL	$ 1,140,686	$ 1,314,886

FUNCTION: This division is responsible for minor construction, maintenance, development, and operation of the Municipal Golf Course and related activities.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Turf will be maintained to standards accepted by the golfing industry and within budget constraints	90%	85%	90%
Maintain a minimum of 125 golf carts for rental at any time	98%	95%	100%
Hole locations and teeing areas will be changed a minimum of 4 times per week	85%	85%	90%

DETAIL

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	GOLF COURSE 0410

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 311,878	$ 330,384
Overtime	9,592	9,592
Other Benefits	160,690	179,256
TOTAL 1000	482,160	519,232
2000. COMMODITIES		
2120. Minor Equipment, Instruments & Tools	3,500	3,500
2130. Plant Lubrication & Supplies	1,200	1,200
2310. Janitor Supplies	2,500	2,500
2330. Chemicals & Insecticides	45,000	45,000
2520. Botanical & Agricultural Supplies	55,000	55,000
2570. Clothing, Dry Goods, Etc.	1,500	1,500
TOTAL 2000	108,700	108,700
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	4,000	4,000
3030. Light & Power	75,000	75,000
3040. Water	1,500	1,500
3210. Hire of Equipment - Garage - Vehicles	204,586	297,864
3212. Equipment Rental - External	1,500	1,500
3213. Hire of Equipment - Technology	690	690
3220. Advertising	1,000	0
3230. Laundry & Cleaning	1,800	1,800
3280. Temporary Help	150,500	150,000
3450. Consulting Fees	4,000	4,000
3510. Travel	2,250	2,250
3520. Dues & Subscriptions	500	500
3530. Training, Registration Fees, Etc.	1,000	1,350
3920. Rent	3,000	3,000
TOTAL 3000	451,326	543,454
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	30,000	25,000
4910. Standpipes, Tanks, Wells, Etc.	10,000	10,000
4940. Irrigation Equipment	0	5,000
TOTAL 4000	40,000	40,000

DETAIL

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	GOLF COURSE 0410

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	$ 13,500	$ 13,500
TOTAL 5000	13,500	13,500
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7020. Buildings	45,000	90,000
TOTAL 7000	45,000	90,000
GRAND TOTAL	$ 1,140,686	$ 1,314,886

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	GOLF COURSE 0410

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Superintendent		1	1	1	
Assistant Superintendent		0	1	1	
	TOTAL	1	2	2	
OPERATIONS					
Maintenance Specialist		5	5	5	
	TOTAL	5	5	5	
CLERICAL					
Pro Shop Assistant		1	1	1	
	TOTAL	1	1	1	
BASE SALARIES					$ 343,023
LONGEVITY					5,259
SPECIAL PAY					9,351
OVERTIME					9,592
FRINGE BENEFITS					152,007
GRAND TOTAL		7	8	8	$ 519,232

SUMMARY

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	PRO SHOP OPERATIONS 0411

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 221,095	$ 232,666
2000. COMMODITIES	493,500	493,500
3000. CONTRACTUAL SERVICES	123,603	126,960
4000. MAINTENANCE - STRUCTURES	3,000	3,000
5000. MAINTENANCE - EQUIPMENT	1,000	1,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	842,198	857,126
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 842,198	$ 857,126

FUNCTION: This division is responsible for minor construction, maintenance, development, and operation of the Municipal Golf Course and related activities.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Maintain tournament levels	100%	95%	100%
Staff will resolve complaints within 24 hours	98%	98%	100%
Increase shop sales	100%	100%	Maintain 2014

DETAIL

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	PRO SHOP OPERATIONS 0411

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 147,627	$ 152,460
Other Benefits	73,468	80,206
TOTAL 1000	221,095	232,666
2000. COMMODITIES		
2010. Office Supplies	2,500	2,500
2120. Minor Equipment, Instruments & Tools	500	500
2510. Recreational Supplies	5,500	5,500
2590. Cost of Goods Sold	485,000	485,000
TOTAL 2000	493,500	493,500
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	2,500	2,500
3213. Hire of Equipment - Technology	2,258	2,340
3220. Advertising	6,600	5,000
3230. Laundry & Cleaning	0	500
3240. Binding, Printing & Reproduction	2,500	2,500
3280. Temporary Help	59,000	65,000
3350. Bank Services	40,000	40,000
3390. Other Special Services	1,495	0
3405. Software Maintenance	0	1,495
3510. Travel	1,200	1,500
3520. Dues & Subscriptions	1,000	1,000
3530. Training, Registration Fees, Etc.	4,550	2,625
3920. Rent	1,500	1,500
3989. Tournament Expense	1,000	1,000
TOTAL 3000	123,603	126,960
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	3,000	3,000
TOTAL 4000	3,000	3,000
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	1,000	1,000
TOTAL 5000	1,000	1,000
GRAND TOTAL	$ 842,198	$ 857,126

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	PRO SHOP OPERATIONS 0411

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SUPERVISORY				
Head Golf Professional	1	1	1	
TOTAL	1	1	1	
SKILLED CRAFT				
Assistant Golf Pro	2	2	2	
TOTAL	2	2	2	
BASE SALARIES				$ 158,217
LONGEVITY				2,751
SPECIAL PAY				3,800
FRINGE BENEFITS				67,898
GRAND TOTAL	3	3	3	$ 232,666

SUMMARY

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	NONDEPARTMENTAL 0415

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 9,627	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	22,334	24,416
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	313,260	379,273
SUBTOTAL	345,221	403,689
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 345,221	$ 403,689

FUNCTION: This division was established to account for all expense items that are not found exclusively within the functional responsibilities of any one Golf Course Fund department.

DETAIL

FUND	DEPARTMENT	UNIT
GOLF COURSE 440	COMMUNITY SERVICES 090	NONDEPARTMENTAL 0415

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 0	$ 0
Other Benefits	9,627	0
TOTAL 1000	9,627	0
3000. CONTRACTUAL SERVICES		
3110. Insurance - External	1,965	1,965
3112. General Liability Self-Insurance	6,434	6,434
3120. Group Insurance	12,917	12,917
3125. Workers' Compensation	-1,982	0
3440. External Audit Fees	3,000	3,000
3450. Consulting Fees	0	100
TOTAL 3000	22,334	24,416
6000. MISCELLANEOUS		
6202. General Fund Services	110,589	125,309
6910. Depreciation Expense	202,671	253,964
TOTAL 6000	313,260	379,273
GRAND TOTAL	$ 345,221	$ 403,689

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MIDLAND

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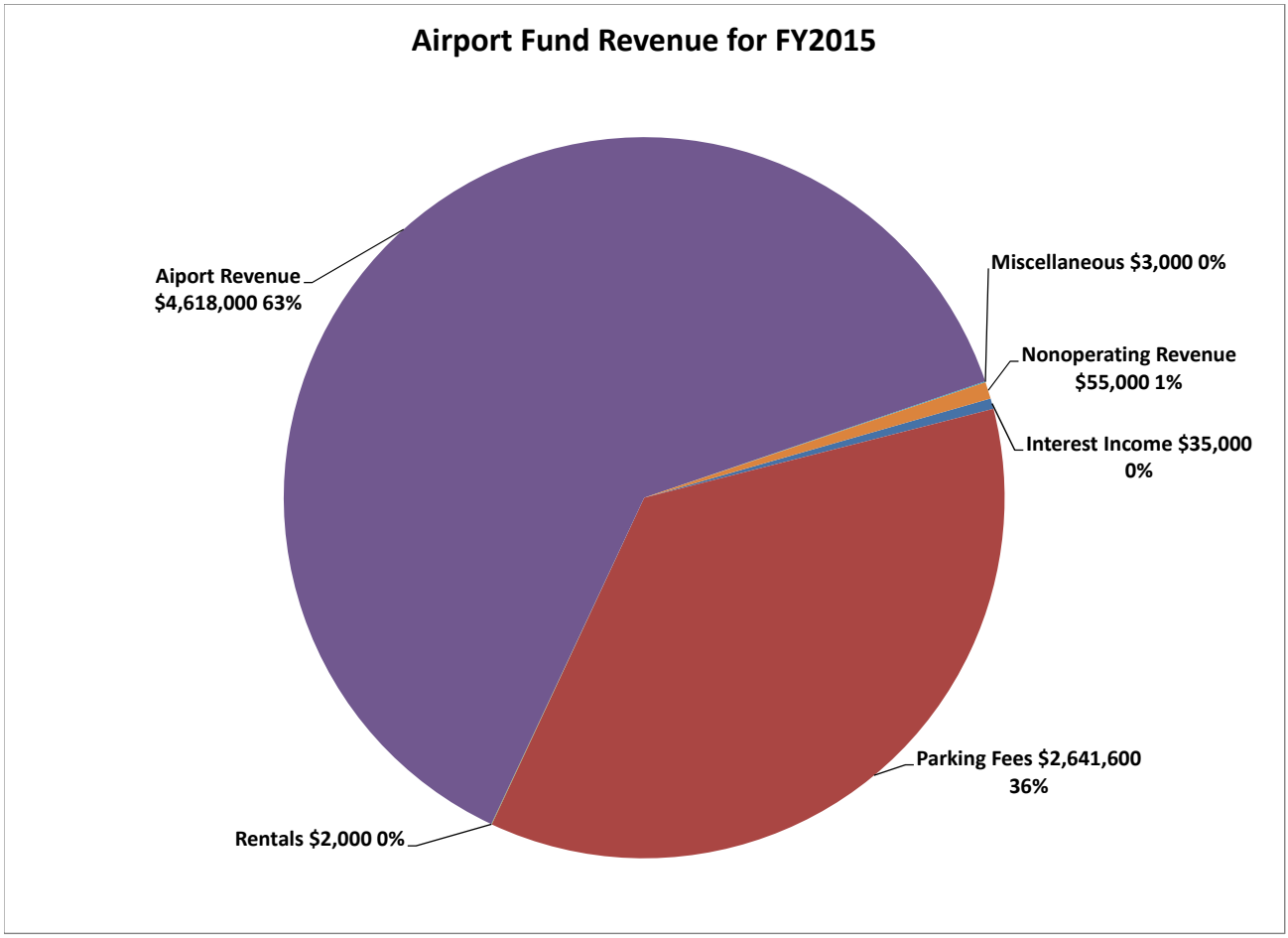
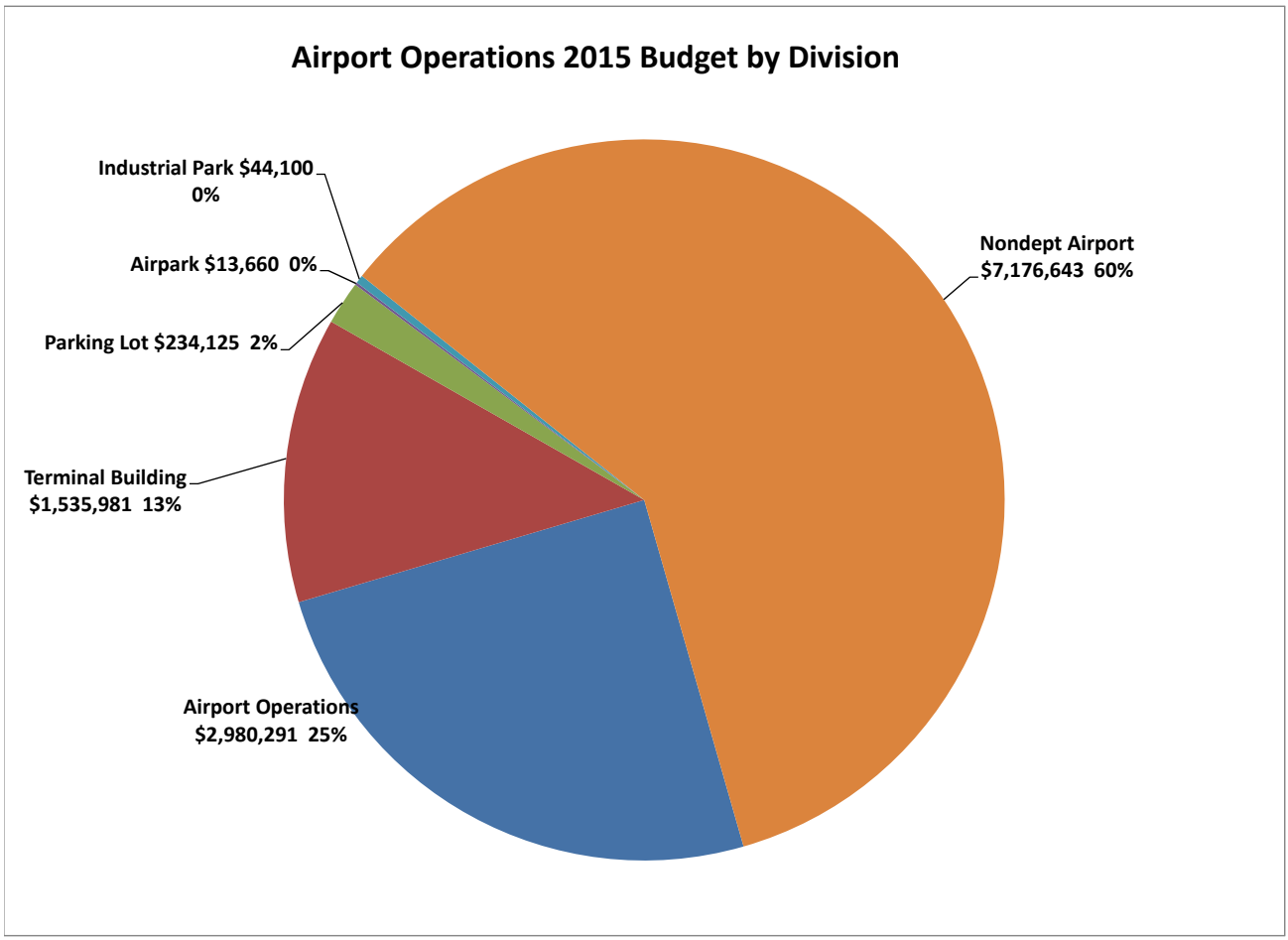
SECTION VIII

AIRPORT FUND


Airport Fund Revenue for FY2015
Aiport Revenue $4,618,000 63%
Miscellaneous $3,000 0%
Nonoperating Revenue $55,000 1%
Interest Income $35,000 0%
Parking Fees $2,641,600 36%
Rentals $2,000 0%


Airport Operations 2015 Budget by Division
Industrial Park $44,100 0%
Airpark $13,660 0%
Parking Lot $234,125 2%
Terminal Building $1,535,981 13%
Airport Operations $2,980,291 25%
Nondept Airport $7,176,643 60%

AIRPORT FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
PARKING FEES			
Parking Lot	$ 2,385,447	$ 2,355,600	$ 2,605,600
Off Airport Parking	31,558	36,000	36,000
Total Parking Fees	2,417,005	2,391,600	2,641,600
AIRPORT REVENUE			
Commercial Rentals	188,033	186,000	186,000
Aviation Rentals	235,853	312,000	312,000
Terminal Building Rentals	3,411,902	3,120,000	3,200,000
Landing Fees	464,970	426,000	430,000
Gas and Oil Commissions	96,250	100,000	100,000
Airline Jetway and Carrousel	0	5,000	5,000
Total Airport Revenue	4,397,008	4,149,000	4,233,000
AIR PARK			
Aviation	138,837	146,000	146,000
Oil and Gas	20,602	19,000	19,000
Total Air Park	159,439	165,000	165,000
NONOPERATING AND OTHER REVENUE			
Interest	32,910	35,000	35,000
Farm	0	0	0
Water Royalty	50,731	55,000	60,000
Miscellaneous	276,476	155,200	217,000
Discounts Earned	3,050	3,000	3,000
Recovery of Damages to City Property	950	0	0
Net Increase in Fair Value of Investment	(78,426)	0	0
Total Nonoperating and Other Revenue	285,691	248,200	315,000
CAPITAL CONTRIBUTIONS AND TRANSFERS			
Government Contributions	1,484,504	3,200,000	0
Total Capital Contributions and Transfers	1,484,504	3,200,000	0
TOTAL REVENUE AND RECEIPTS	$ 8,743,647	$ 10,153,800	$ 7,354,600

AIRPORT FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0500	Airport - Operations	$ 2,853,201	$ 2,812,762	$ 2,980,291
0505	Airport - Terminal Building	1,051,573	1,383,528	1,535,981
0510	Airport - Parking Lot	41,888	234,425	234,125
0515	Airport - Air Park	13,641	11,800	13,660
0520	Airport - Industrial Park	41,340	44,100	44,100
0545	Airport - Nondepartmental	6,461,218	6,425,340	7,176,643
0549	Airport - Interfund Transfer	3,564,357	701,105	498,780
	Total	$ 14,027,218	$ 11,613,060	$ 12,483,580

AIRPORT FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 2,286,123	18.313%
2000. COMMODITIES	104,694	0.839%
3000. CONTRACTUAL SERVICES	2,206,567	17.676%
4000. MAINTENANCE - STRUCTURES	146,400	1.173%
5000. MAINTENANCE - EQUIPMENT	86,000	0.689%
6000. MISCELLANEOUS	7,472,996	59.864%
TOTAL OPERATING EXPENDITURES	12,302,780	98.554%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	50,000	0.401%
8000. EQUIPMENT	130,800	1.450%
TOTAL CAPITAL OUTLAY	180,800	1.446%
GRAND TOTAL	$ 12,483,580	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIRPORT OPERATIONS 0500

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 2,229,563	$ 2,286,123
2000. COMMODITIES	69,800	75,444
3000. CONTRACTUAL SERVICES	477,824	544,024
4000. MAINTENANCE - STRUCTURES	25,975	57,700
5000. MAINTENANCE - EQUIPMENT	7,300	6,200
6000. MISCELLANEOUS	0	0
SUBTOTAL	2,810,462	2,969,491
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	2,300	10,800
SUBTOTAL	2,300	10,800
TOTAL	$ 2,812,762	$ 2,980,291

FUNCTION: This division, under the direct supervision of the Aviation Director, is responsible for providing for the safety and convenience of the flying public. It is also responsible for the operation and maintenance of the runways, roads, ramps, electrical systems, and the repair and maintenance of warehouses, hangers, and buildings in the "aviation use area".

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Complete all current work orders within 2 working days	76%	80%	85%
Maintain weekly activity on Airport social media site	N/A	80%	100%
Plan, coordinate, and conduct one tabletop drill yearly and one full-scale drill every three years	100%	100%	100%

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIRPORT OPERATIONS 0500

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 1,499,253	$ 1,525,128
Overtime	20,600	20,600
Other Benefits	709,710	740,395
TOTAL 1000	2,229,563	2,286,123
2000. COMMODITIES		
2010. Office Supplies	10,000	10,000
2020. Educational & Training Supplies	400	6,000
2110. Motor Vehicle Supplies	1,500	1,500
2120. Minor Equipment, Instruments & Tools	3,000	3,000
2130. Plant Lubrication & Supplies	400	400
2140. Electrical Parts & Supplies	1,800	1,800
2155. Minor Computer Hardware & Peripherals	2,500	2,500
2160. Computer Software & Supplies	1,500	1,500
2170. Welding Supplies	800	1,844
2310. Janitorial Supplies	1,400	1,400
2320. Medical Supplies	350	350
2330. Chemicals & Insecticides	2,500	2,500
2570. Clothing, Dry Goods, Etc.	3,700	3,700
2600. Ice Control Supplies	27,000	26,000
2620. Postage	150	150
2630. Security Badges & Decal Supplies	12,000	12,000
2640. Safety Supplies & Minor Equipment	800	800
TOTAL 2000	69,800	75,444
3000. CONTRACTUAL SERVICES		
3010. Communications	42,000	42,000
3020. Heat & Natural Gas	6,500	10,000
3030. Light & Power	60,000	55,000
3210. Hire of Equipment - Garage - Vehicles	197,991	247,546
3212. Equipment Rental - External	7,000	7,800
3213. Hire of Equipment - Technology	5,420	5,778
3220. Advertising	31,000	31,000
3350. Bank Services	53,000	53,000
3360. Special Postage & Express Shipping	600	500
3390. Other Special Services	27,000	37,800
3510. Travel	22,400	22,400
3520. Dues & Subscriptions	11,200	11,200

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIRPORT OPERATIONS 0500

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3530. Training, Registration Fees, Etc.	$ 9,150	$ 15,500
3550. Employee Awards	563	500
3920. Rent	4,000	4,000
TOTAL 3000	477,824	544,024
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	6,500	6,500
4012. Security Fencing	5,000	5,000
4220. Streets, Roadways, Etc.	1,275	1,200
4230. Runways & Lighting	13,200	45,000
TOTAL 4000	25,975	57,700
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	500	400
5100. Data Processing Equipment	1,500	1,000
5110. Machinery, Tools, & Implements	2,000	1,800
5120. Instruments & Apparatus (Major)	3,300	3,000
TOTAL 5000	7,300	6,200
CAPITAL OUTLAY		
8000. EQUIPMENT		
8490. Data Processing Equipment	0	10,800
8530. Other Equipment	2,300	0
TOTAL 8000	2,300	10,800
GRAND TOTAL	$ 2,812,762	$ 2,980,291

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIRPORT OPERATIONS 0500

POSITION TITLE	EMPLOYEES			BUDGET 2014-2015
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015	
MANAGEMENT				
Aviation Director	1	1	1	
Deputy Aviation Director	1	1	1	
Accounting Manager	1	1	1	
AOCC Manager	1	1	1	
Superintendent	1	1	1	
TOTAL	5	5	5	
TECHNICAL				
Airport Operation Agent	4	5	5	
Aviation Operation Supervisor	4	4	4	
Electronics Specialist	1	1	1	
Electronics Technician	1	1	1	
HVAC Specialist	1	1	1	
TOTAL	11	12	12	
SUPERVISORY				
Cashier	1	1	1	
Labor Supervisor	1	1	1	
TOTAL	2	2	2	
SKILLED CRAFT				
Building Maintenance Specialist	1	1	1	
Welder	1	1	1	
TOTAL	2	2	2	
OPERATIONS				
Cashier	5	5	3	
Maintenance Specialist	5	5	5	
TOTAL	10	10	8	
CLERICAL				
Account Clerk	1	1	0	
Administrative Assistant	2	2	2	
Records Specialist	1	1	0	
TOTAL	4	4	2	

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIRPORT OPERATIONS 0500

POSITION TITLE	EMPLOYEES			BUDGET 2014-2015
	BUDGET 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015	
BASE SALARIES				$ 1,582,683
LONGEVITY				20,316
SPECIAL PAY				15,503
CAR ALLOWANCE				40,200
OVERTIME				20,600
FRINGE BENEFITS				606,821
GRAND TOTAL	34	35	31	$ 2,286,123

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	TERMINAL BUILDING 0505

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	8,700	13,200
3000. CONTRACTUAL SERVICES	1,061,528	1,220,281
4000. MAINTENANCE - STRUCTURES	64,000	69,000
5000. MAINTENANCE - EQUIPMENT	59,500	63,500
6000. MISCELLANEOUS	0	0
SUBTOTAL	1,193,728	1,365,981
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	50,000	50,000
8000. EQUIPMENT	139,800	120,000
SUBTOTAL	189,800	170,000
TOTAL	$ 1,383,528	$ 1,535,981

FUNCTION: The division is responsible for providing for the convenience and necessities of the flying public and other persons using the Terminal Building and surrounding area. It is also responsible for the repair, maintenance, and operation of the Terminal Building, car rental building, and the control tower.

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	TERMINAL BUILDING 0505

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2120. Minor Equipment, Instruments & Tools	$ 2,900	$ 2,900
2140. Electrical Parts & Supplies	5,000	5,000
2155. Minor Computer Hardware & Peripherals	0	4,800
2330. Chemicals & Insecticides	800	500
TOTAL 2000	8,700	13,200
3000. CONTRACTUAL SERVICES		
3010. Communication	4,800	3,000
3020. Heat & Natural Gas	55,000	55,000
3030. Light & Power	460,000	460,000
3040. Water	68,000	68,000
3235. Janitorial Supplies	437,728	600,000
3310. Exterminator	4,000	4,281
3390. Other Special Services	32,000	30,000
TOTAL 3000	1,061,528	1,220,281
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	45,000	50,000
4230. Runways & Lighting	19,000	19,000
TOTAL 4000	64,000	69,000
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	43,500	47,500
5120. Instruments & Apparatus (Major)	8,000	8,000
5610. Jetways	6,500	6,500
5620. Baggage Carrousels	1,500	1,500
TOTAL 5000	59,500	63,500
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7261. Lighting	50,000	50,000
TOTAL 7000	50,000	50,000

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	TERMINAL BUILDING 0505

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
CAPITAL OUTLAY		
8000. EQUIPMENT		
8490. Data Processing Equipment	$ 4,800	$ 0
8530. Other Equipment	135,000	120,000
TOTAL 8000	139,800	120,000
GRAND TOTAL	$ 1,383,528	$ 1,535,981

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	PARKING LOT 0510

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	10,850	12,050
3000. CONTRACTUAL SERVICES	199,175	198,875
4000. MAINTENANCE - STRUCTURES	11,500	11,500
5000. MAINTENANCE - EQUIPMENT	11,700	11,700
6000. MISCELLANEOUS	0	0
SUBTOTAL	233,225	234,125
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	1,200	0
SUBTOTAL	1,200	0
TOTAL	$ 234,425	$ 234,125

FUNCTION: This division is responsible for the operation and policing of the parking lot during the hours the Terminal Building is open for business.

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	PARKING LOT 0510

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2010. Office Supplies	$ 700	$ 700
2120. Minor Equipment, Instruments & Tools	700	700
2140. Electrical Parts & Supplies	1,200	1,200
2155. Minor Computer Hardware & Peripherals	0	1,200
2310. Janitorial Supplies	350	350
2410. Traffic Supplies	200	200
2570. Clothing, Uniforms	1,200	1,200
2580. Ticket Supplies	6,500	6,500
TOTAL 2000	10,850	12,050
3000. CONTRACTUAL SERVICES		
3030. Light & Power	32,000	32,000
3040. Water	2,700	2,700
3212. Equipment Rental	900	1,200
3280. Temporary Help	160,000	160,000
3290. Armored Car Services	3,325	2,725
3325. Vehicle Towing (Airport)	250	250
TOTAL 3000	199,175	198,875
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	2,500	2,500
4230. Runways & Lighting	9,000	9,000
TOTAL 4000	11,500	11,500
5000. MAINTENANCE OF EQUIPMENT		
5100. Data Processing Equipment	11,700	11,700
TOTAL 5000	11,700	11,700
CAPITAL OUTLAY		
8000. EQUIPMENT		
8490. Data Processing Equipment	1,200	0
TOTAL 8000	1,200	0
GRAND TOTAL	$ 234,425	$ 234,125

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIRPARK 0515

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	1,500	1,500
3000. CONTRACTUAL SERVICES	7,100	8,960
4000. MAINTENANCE - STRUCTURES	3,200	3,200
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	11,800	13,660
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 11,800	$ 13,660

FUNCTION: This division carries out activities related to the repair, maintenance, and operation of the Airpark.

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	AIR PARK 0515

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2140. Electrical Parts & Supplies	$ 1,500	$ 1,500
TOTAL 2000	1,500	1,500
3000. CONTRACTUAL SERVICES		
3030. Light & Power	7,000	7,000
3390. Other Special Services	100	100
3405. Software Maintenance	0	1,860
TOTAL 3000	7,100	8,960
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	2,500	2,500
4230. Runways & Lighting	700	700
TOTAL 4000	3,200	3,200
GRAND TOTAL	$ 11,800	$ 13,660

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	INDUSTRIAL PARK 0520

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	2,500	2,500
3000. CONTRACTUAL SERVICES	32,000	32,000
4000. MAINTENANCE - STRUCTURES	5,000	5,000
5000. MAINTENANCE - EQUIPMENT	4,600	4,600
6000. MISCELLANEOUS	0	0
SUBTOTAL	44,100	44,100
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 44,100	$ 44,100

FUNCTION: This division is under the general supervision of the Director of Airports. The employees of this division assist in the maintenance of buildings and grounds in the Industrial Park area next to Air Terminal.

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	INDUSTRIAL PARK 0520

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2140. Electrical Parts & Supplies	$ 2,500	$ 2,500
TOTAL 2000	2,500	2,500
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	8,500	8,500
3030. Light & Power	16,000	16,000
3040. Water	7,500	7,500
TOTAL 3000	32,000	32,000
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	5,000	5,000
TOTAL 4000	5,000	5,000
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	4,600	4,600
TOTAL 5000	4,600	4,600
GRAND TOTAL	$ 44,100	$ 44,100

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	NONDEPARTMENTAL 0545

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 33,722	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	196,853	202,427
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	6,194,765	6,974,216
SUBTOTAL	6,425,340	7,176,643
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 6,425,340	$ 7,176,643

FUNCTION: This division was established to account for all expense items that are not found exclusively within the functional responsibilities of any one Airport Fund department.

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	NONDEPARTMENTAL 0545

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 0	$ 0
Other Benefits	33,722	0
TOTAL 1000	33,722	0
3000. CONTRACTUAL SERVICES		
3110. Insurance - External	96,319	96,319
3112. General Liability Self-Insurance	31,067	31,067
3120. Group Insurance	34,177	34,177
3121. City Share - Retiree Insurance	15,364	15,364
3125. Workers' Compensation	-5,574	0
3390. Other Special Services	500	500
3440. External Audit Fees	25,000	25,000
TOTAL 3000	196,853	202,427
6000. MISCELLANEOUS		
6155. Foreign Trade Zone	176,000	218,000
6202. General Fund Services	1,500,000	1,600,000
6910. Depreciation Expense	4,518,765	5,156,216
TOTAL 6000	6,194,765	6,974,216
GRAND TOTAL	$ 6,425,340	$ 7,176,643

SUMMARY

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	INTERFUND TRANSFER 0549

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	0	0
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	701,105	498,780
SUBTOTAL	701,105	498,780
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 701,105	$ 498,780

FUNCTION: This division accounts for the transfers to the Airport Debt Service accounts and transfers to support miscellaneous projects financed by operating funds.

DETAIL

FUND	DEPARTMENT	UNIT
AIRPORT 500	AIRPORT 500	INTERFUND TRANSFER 0549

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6365. Airport Construction Fund	$ 204,875	$ 0
6374. 2006A Airport General Obligation Refunding	496,230	498,780
TOTAL 6000	701,105	498,780
GRAND TOTAL	$ 701,105	$ 498,780

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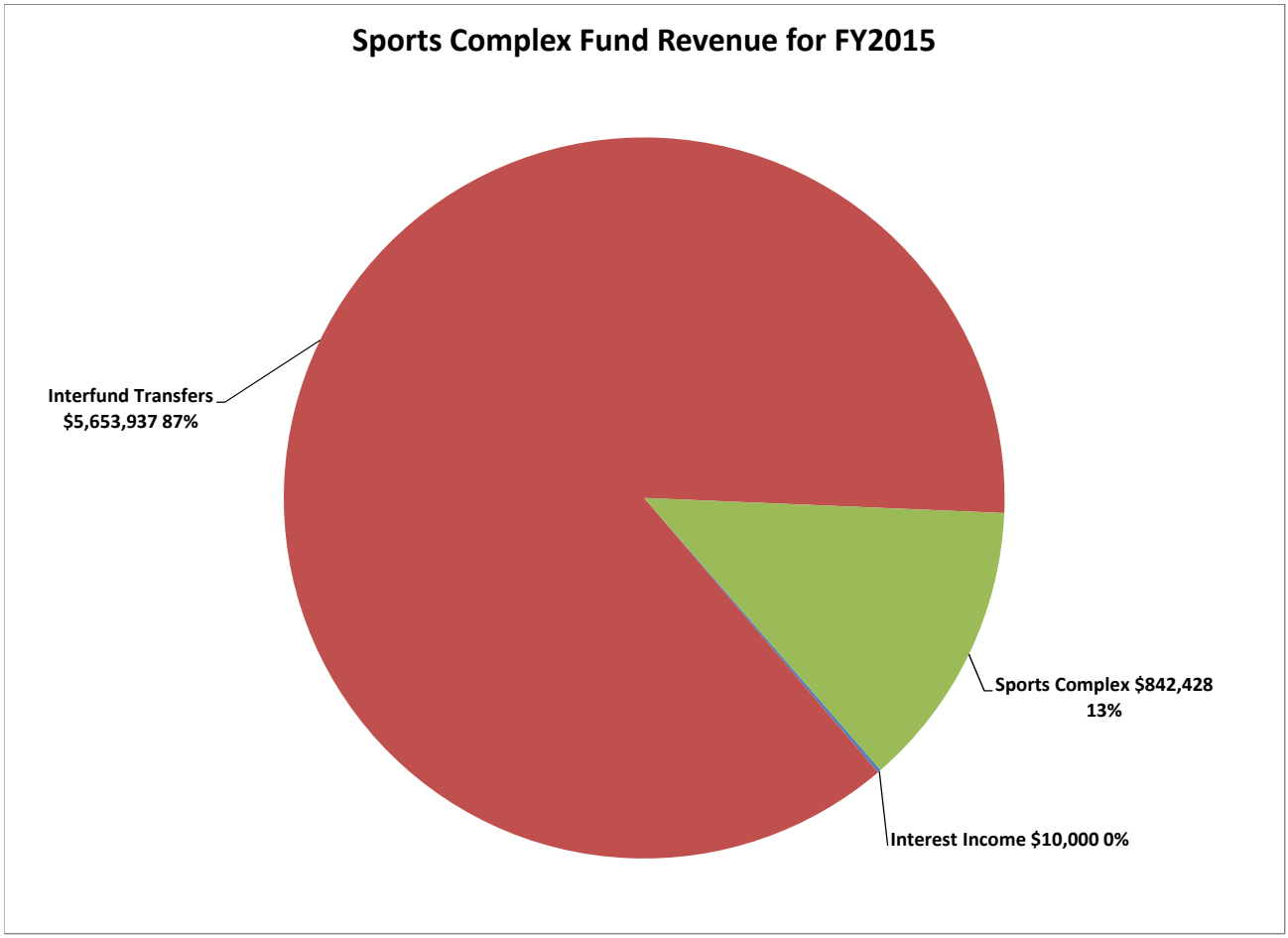
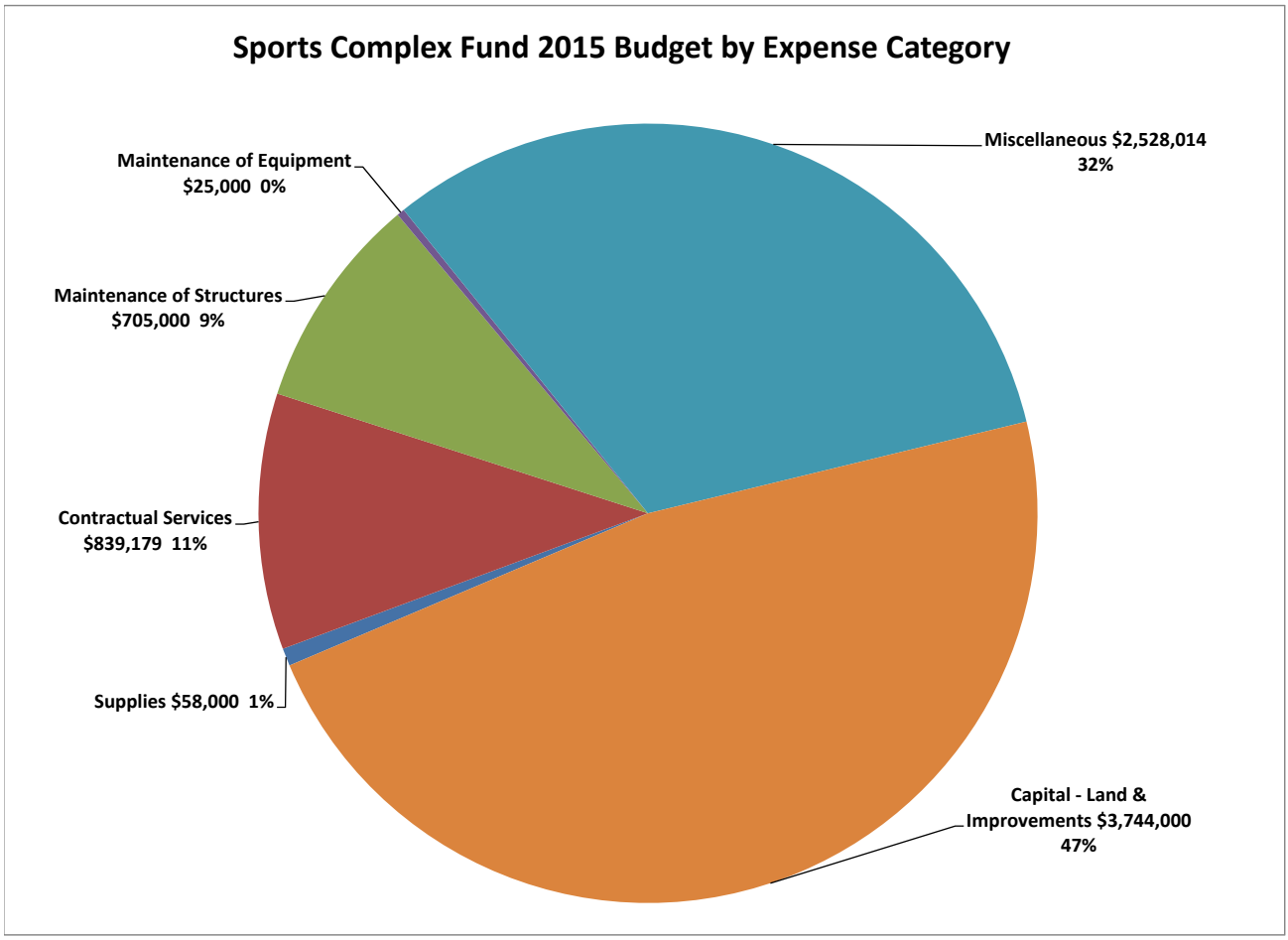
SECTION IX

SCHARBAUER SPORTS COMPLEX FUND


Sports Complex Fund Revenue for FY2015
Interfund Transfers
$5,653,937 87%
Sports Complex $842,428
13%
Interest Income $10,000 0%


Sports Complex Fund 2015 Budget by Expense Category
Miscellaneous $2,528,014
32%
Maintenance of Equipment
$25,000 0%
Maintenance of Structures
$705,000 9%
Contractual Services
$839,179 11%
Supplies $58,000 1%
Capital - Land &
Improvements $3,744,000
47%

SCHARBAUER SPORTS COMPLEX FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
FOOTBALL/SOCCER STADIUM			
MISD Rental	$ 54,500	$ 54,500	$ 61,178
MISD Operating Contribution	30,000	30,000	30,000
Football Concession	29,122	30,000	30,000
Naming Rights-Football	48,750	48,750	48,750
Advertising-Football	193,440	115,000	125,000
Other Rental-Football	92,142	82,000	73,000
Total Football/Soccer Stadium	447,954	360,250	367,928
BASEBALL STADIUM			
Rockhound Rental	287,346	195,000	180,000
Other Rental-Baseball	117,086	20,000	20,000
Baseball Concession	460	1,000	1,500
Naming Rights-Baseball	89,296	93,817	93,817
Advertising-Baseball	67,500	89,000	83,000
Total Baseball Stadium	561,688	398,817	378,317
COMMON AREAS			
Other Rental-Common Areas	18,200	11,000	10,000
Advertising-Common Areas	49,000	8,000	15,000
Total Common Areas	67,200	19,000	25,000
NONOPERATING AND OTHER REVENUES			
Interest	8,392	12,000	12,000
Net Increase in Fair Value of Investment	61	0	0
Miscellaneous	12,600	12,600	12,600
Interfund Transfers	2,193,119	2,853,402	3,010,937
Total Nonoperating and Other Revenue	2,214,172	2,878,002	3,035,537
TOTAL REVENUE AND RECEIPTS	$ 3,291,014	$ 3,656,069	$ 3,806,782

SCHARBAUER SPORTS COMPLEX FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0625	Nondepartmental	$ 4,592,745	$ 5,587,051	$ 8,424,193
0629	Interfund Transfer	539,301	0	0
	Total	$ 5,132,046	$ 5,587,051	$ 8,424,193

SCHARBAUER SPORTS COMPLEX FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 0	0.000%
2000. COMMODITIES	58,000	0.688%
3000. CONTRACTUAL SERVICES	839,179	9.962%
4000. MAINTENANCE - STRUCTURES	705,000	8.369%
5000. MAINTENANCE - EQUIPMENT	25,000	0.297%
6000. MISCELLANEOUS	2,528,014	30.010%
TOTAL OPERATING EXPENDITURES	4,155,193	49.326%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	3,744,000	44.443%
8000. EQUIPMENT	525,000	6.231%
TOTAL CAPITAL OUTLAY	4,269,000	50.674%
GRAND TOTAL	$ 8,424,193	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
SCHARBAUER SPORTS CMPLX 620	SPORTS COMPLEX 620	NONDEPARTMENTAL 0625

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	63,303	58,000
3000. CONTRACTUAL SERVICES	822,954	839,179
4000. MAINTENANCE - STRUCTURES	708,000	705,000
5000. MAINTENANCE - EQUIPMENT	45,000	25,000
6000. MISCELLANEOUS	2,227,794	2,528,014
SUBTOTAL	3,867,051	4,155,193
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	1,720,000	3,744,000
8000. EQUIPMENT	0	525,000
SUBTOTAL	1,720,000	4,269,000
TOTAL	$ 5,587,051	$ 8,424,193

FUNCTION: This division was established to account for all expense items that are not found exclusively within the functional responsibilities of any one Scharbauer Sports Complex department.

DETAIL

FUND	DEPARTMENT	UNIT
SCHARBAUER SPORTS COMPLEX 620	SPORTS COMPLEX 620	NONDEPARTMENTAL 0625

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2115. Minor Furniture	$ 25,000	$ 20,000
2120. Minor Equipment, Instruments & Tools	5,300	5,000
2140. Electrical Parts & Supplies	15,000	15,000
2310. Janitorial Supplies	10,000	10,000
2320. Medical Supplies	500	500
2330. Chemicals & Insecticides	5,000	5,000
2570. Clothing, Dry Goods, Etc.	2,503	2,500
TOTAL 2000	63,303	58,000
3000. CONTRACTUAL SERVICES		
3010. Communication	1,600	1,600
3020. Heat & Natural Gas	13,000	8,000
3030. Light & Power	270,000	270,000
3040. Water	90,000	100,000
3110. Insurance - External	28,484	28,484
3112. General Liability Self-Insurance	11,592	11,592
3210. Hire of Equipment	24,278	22,503
3212. Equipment Rental - External	5,000	3,000
3220. Advertising	40,000	40,000
3235. Janitorial Services	120,000	120,000
3310. Exterminator	2,500	2,500
3315. Security Services	33,600	33,600
3370. Grounds Maintenance	96,000	111,000
3390. Other Special Services	72,900	72,900
3440. External Audit Fees	14,000	14,000
TOTAL 3000	822,954	839,179
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	700,000	700,000
4940. Irrigation Equipment	8,000	5,000
TOTAL 4000	708,000	705,000
5000. MAINTENANCE OF EQUIPMENT		
5010. Heating & Cooling System	15,000	15,000
5120. Instruments & Apparatus (Major)	30,000	10,000
TOTAL 5000	45,000	25,000

DETAIL

FUND	DEPARTMENT	UNIT
SCHARBAUER SPORTS COMPLEX 620	SPORTS COMPLEX 620	NONDEPARTMENTAL 0625

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
6000. MISCELLANEOUS		
6186. Midland Rockhounds	$ 68,000	$ 98,000
6202. General Fund Services	379,525	511,451
6910. Depreciation Expense	1,780,269	1,918,563
TOTAL 6000	2,227,794	2,528,014
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7020. Buildings	1,195,000	0
7261. Lighting	125,000	0
7840. Soccer Fields	0	3,724,000
7860. Other Improvement Other Than Buildings	400,000	20,000
TOTAL 7000	1,720,000	3,744,000
8000. EQUIPMENT		
8481. Communication/Video Equipment	0	525,000
TOTAL 8000	0	525,000
GRAND TOTAL	$ 5,587,051	$ 8,424,193

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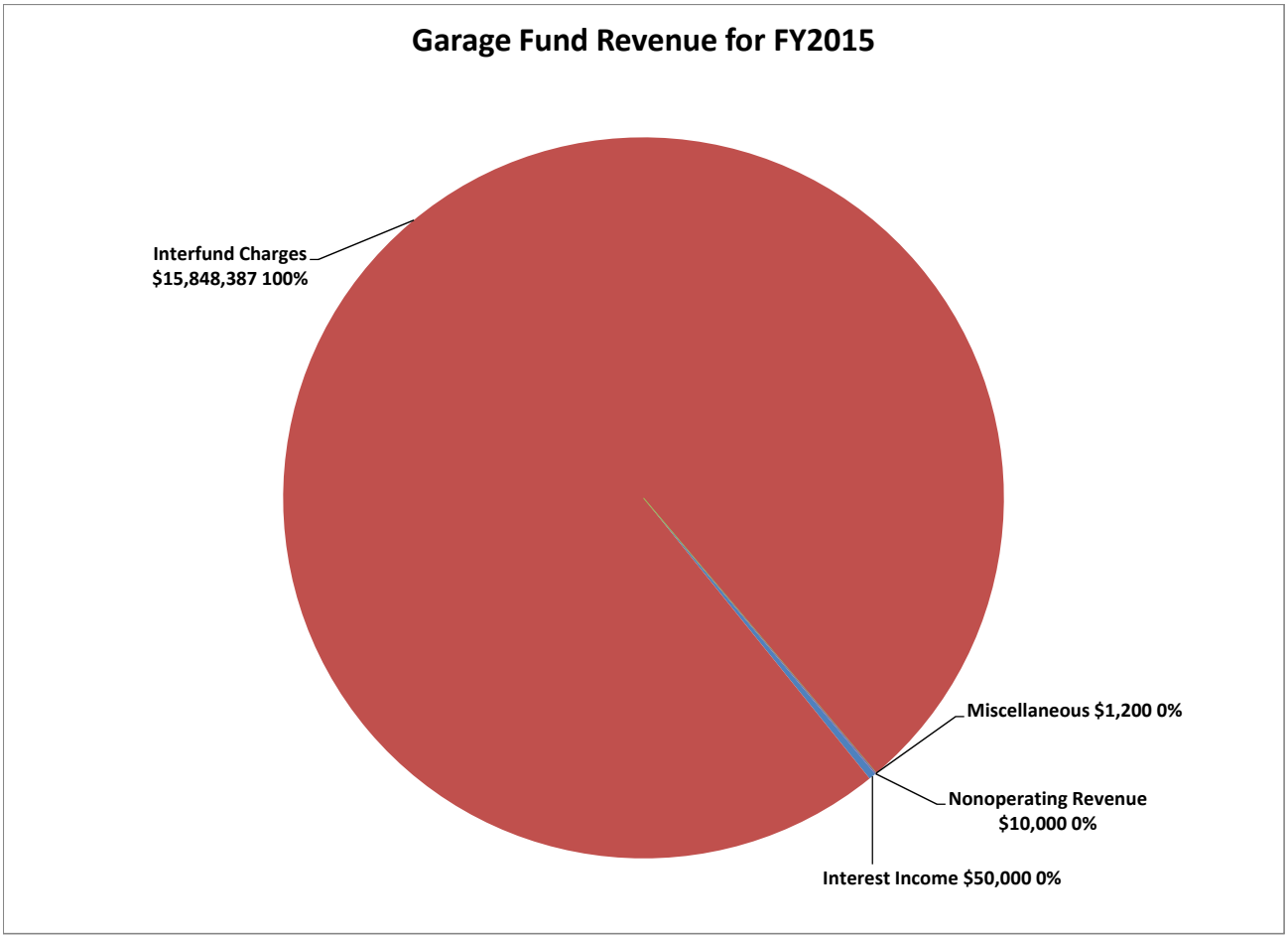
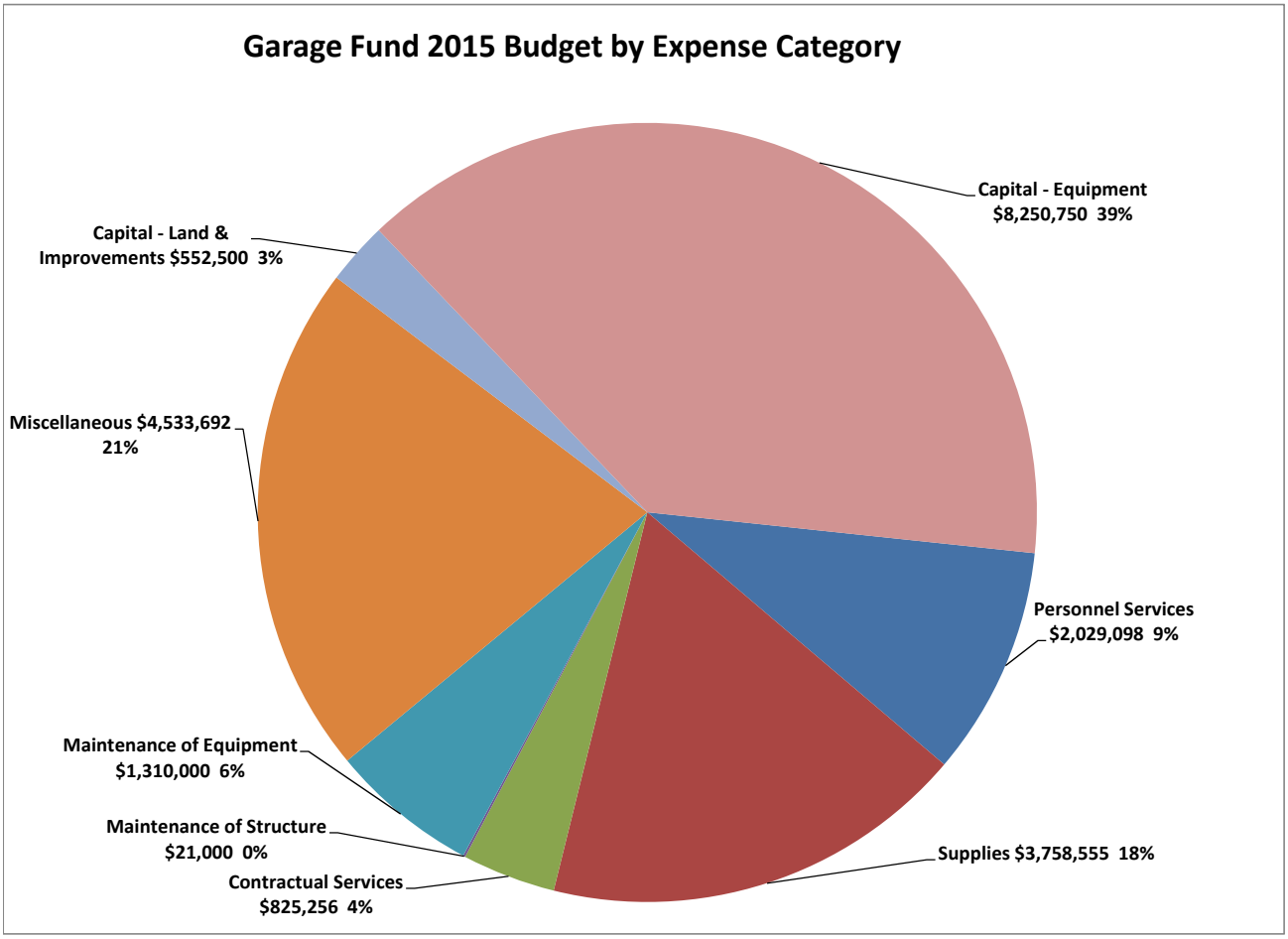
SECTION X

GARAGE FUND


Garage Fund Revenue for FY2015
Interfund Charges
$15,848,387 100%
Miscellaneous $1,200 0%
Nonoperating Revenue
$10,000 0%
Interest Income $50,000 0%


Garage Fund 2015 Budget by Expense Category
Capital - Equipment
$8,250,750 39%
Capital - Land &
Improvements $552,500 3%
Miscellaneous $4,533,692
21%
Personnel Services
$2,029,098 9%
Maintenance of Equipment
$1,310,000 6%
Maintenance of Structure
$21,000 0%
Contractual Services
$825,256 4%
Supplies $3,758,555 18%

GARAGE FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
INTERFUND CHARGES			
Motor Vehicle Repairs	$ 5,037,244	$ 4,236,839	$ 4,787,114
Motor Vehicle Lease	5,047,294	6,574,810	7,302,691
Fuel	2,744,786	3,197,956	3,627,686
Equipment Lease-Other	924,388	780,052	130,896
Total Interfund Charges	13,753,712	14,789,657	15,848,387
NONOPERATING AND OTHER REVENUE			
Sale of Surplus Equipment	0	20,000	10,000
Interest Income	101,639	87,000	50,000
Recovery - Damages/City Property	105,655	0	0
Net Increase in Fair Value of Investment	(166,243)	0	0
Miscellaneous	12,997	48,000	1,200
Total Nonoperating and Other Revenue	54,048	155,000	61,200
TOTAL REVENUE AND RECEIPTS	$ 13,807,760	$ 14,944,657	$ 15,909,587

GARAGE FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0751	Facilities & Fleet Mgmt - Vehicle Service	$ 3,812,786	$ 3,508,578	$ 4,489,069
0752	Facilities & Fleet Mgmt - Garage	7,889,087	11,193,884	12,311,140
0755	Facilities & Fleet Mgmt - Nondepartmental	4,762,918	4,860,672	4,698,790
	Total	$ 16,464,791	$ 19,563,134	$ 21,498,999

GARAGE FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 2,029,098	9.438%
2000. COMMODITIES	3,758,555	17.482%
3000. CONTRACTUAL SERVICES	1,043,404	4.853%
4000. MAINTENANCE - STRUCTURES	21,000	0.098%
5000. MAINTENANCE - EQUIPMENT	1,310,000	6.093%
6000. MISCELLANEOUS	4,533,692	21.087%
TOTAL OPERATING EXPENDITURES	12,695,749	59.051%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	552,500	2.570%
8000. EQUIPMENT	8,250,750	38.379%
TOTAL CAPITAL OUTLAY	8,803,250	40.949%
GRAND TOTAL	$ 21,498,999	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	VEHICLE SERVICE 0751

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 748,593	$ 755,581
2000. COMMODITIES	2,629,432	3,087,605
3000. CONTRACTUAL SERVICES	67,553	76,883
4000. MAINTENANCE - STRUCTURES	6,000	12,000
5000. MAINTENANCE - EQUIPMENT	48,000	48,000
6000. MISCELLANEOUS	1,500	1,500
SUBTOTAL	3,501,078	3,981,569
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	7,500	507,500
8000. EQUIPMENT	0	0
SUBTOTAL	7,500	507,500
TOTAL	$ 3,508,578	$ 4,489,069

FUNCTION: This division is responsible for all the activities you would normally expect at a service station, including road service, for the entire City fleet. Its primary function is to provide preventative maintenance services.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Oil change on light vehicles to be completed in 30 minutes or less on the average	97%	98%	99%
All road calls will be completed within 1 hour	97%	95%	96%
No downtime on equipment left in the yard at night	98%	97%	98%

DETAIL

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	VEHICLE SERVICE 0751

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 503,016	$ 494,580
Overtime	3,193	3,193
Other Benefits	242,384	257,808
TOTAL 1000	748,593	755,581
2000. COMMODITIES		
2010. Office Supplies	1,300	1,300
2020. Educational & Training Supplies	50	50
2110. Motor Vehicle Supplies	2,150,827	2,549,000
2115. Minor Furniture & Fixtures	150	150
2120. Minor Equipment, Instruments & Tools	8,000	8,000
2160. Computer Software & Supplies	3,000	3,000
2170. Welding Supplies	250	250
2310. Janitorial Supplies	2,400	2,400
2320. Medical Supplies	150	150
2570. Clothing, Dry Goods, Etc.	3,000	3,000
2590. Cost of Goods Sold	460,000	520,000
2630. Security Badges & Decal Supplies	305	305
TOTAL 2000	2,629,432	3,087,605
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	6,000	6,000
3030. Light & Power	17,000	17,000
3040. Water	3,800	3,800
3210. Hire of Equipment - Garage - Vehicles	31,763	40,983
3212. Equipment Rental - External	1,100	1,100
3213. Hire of Equipment - Technology	4,340	4,450
3230. Laundry & Cleaning	900	900
3310. Exterminator	750	750
3390. Other Special Services	700	700
3510. Travel	500	500
3520. Dues & Subscriptions	200	200
3530. Training, Registration Fees, Etc.	500	500
TOTAL 3000	67,553	76,883
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	6,000	12,000
TOTAL 4000	6,000	12,000

DETAIL

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	VEHICLE SERVICE 0751

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
5000. MAINTENANCE OF EQUIPMENT		
5110. Machinery, Tools, & Implements	$ 8,000	$ 8,000
5130. Motor Vehicles	40,000	40,000
TOTAL 5000	48,000	48,000
6000. MISCELLANEOUS		
6875. EPA Licenses & Permits	1,500	1,500
TOTAL 6000	1,500	1,500
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7020. Buildings	7,500	507,500
TOTAL 7000	7,500	507,500
GRAND TOTAL	$ 3,508,578	$ 4,489,069

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	VEHICLE SERVICES 0751

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT				
Facilities/Fleet Management Director	0.8	0.8	0.8	
Service Center Manager	1	1	1	
TOTAL	1.8	1.8	1.8	
SUPERVISORY				
Labor Supervisor	2	2	2	
TOTAL	2	2	2	
OPERATIONS				
Service Center Tech	7	7	7	
TOTAL	7	7	7	
BASE SALARIES				$ 513,171
LONGEVITY				7,317
SPECIAL PAY				14,558
OVERTIME				3,193
FRINGE BENEFITS				217,342
GRAND TOTAL	10.8	10.8	10.8	$ 755,581

SUMMARY

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	GARAGE 0752

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,194,638	$ 1,273,517
2000. COMMODITIES	606,050	670,950
3000. CONTRACTUAL SERVICES	694,096	748,373
4000. MAINTENANCE - STRUCTURES	11,000	9,000
5000. MAINTENANCE - EQUIPMENT	1,147,000	1,262,000
6000. MISCELLANEOUS	10,300	51,550
SUBTOTAL	3,663,084	4,015,390
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	45,000	45,000
8000. EQUIPMENT	7,485,800	8,250,750
SUBTOTAL	7,530,800	8,295,750
TOTAL	$ 11,193,884	$ 12,311,140

FUNCTION: This division is responsible for the purchase, repair, maintenance and record keeping on all heavy, automotive and specialized equipment of the City. The division operates on a 2 shift basis, providing a comprehensive maintenance program, an emergency repair service, a cost and service record of each piece of equipment, and a program for driver's safety and maintenance education. The division analyzes City wide equipment needs and budgets fleet replacements and new acquisitions for the entire City.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Fleet size	1074	1076	1076
Percent of fleet out of service at one time (5%)	2.5%	4.0%	4.5%
Comeback repairs (3%)	1.2%	1.3%	1.5%
Average vehicle downtime before start of work (4 hours or less)	4.3 hours	4.5 hours	4.0 hours
Number of days to put new vehicles in service	2.5 days	2.7 days	2.5 days

DETAIL

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	GARAGE 0752

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 786,724	$ 815,424
Overtime	3,655	3,655
Other Benefits	404,259	454,438
TOTAL 1000	1,194,638	1,273,517
2000. COMMODITIES		
2010. Office Supplies	3,500	4,000
2020. Educational & Training Supplies	1,000	1,000
2110. Motor Vehicle Supplies	0	500
2111. Motor Vehicle Accessories	113,700	116,550
2120. Minor Equipment, Instruments & Tools	15,000	23,500
2160. Computer Software & Supplies	7,000	8,000
2170. Welding Supplies	10,000	14,500
2200. Food	750	1,000
2210. Water	750	750
2310. Janitorial Supplies	1,700	1,700
2320. Medical Supplies	1,450	1,600
2330. Chemicals & Insecticides	200	300
2570. Clothing, Dry Goods, Etc.	10,000	11,000
2590. Cost of Goods Sold	435,000	480,000
2630. Security Badges & Decal Supplies	500	500
2640. Safety Supplies & Minor Equipment	5,500	6,050
TOTAL 2000	606,050	670,950
3000. CONTRACTUAL SERVICES		
3020. Heat & Natural Gas	12,500	15,000
3030. Light & Power	18,000	19,500
3040. Water	2,000	2,200
3210. Hire of Equipment - Garage - Vehicles	238,665	241,697
3212. Equipment Rental - External	270,000	270,000
3213. Hire of Equipment - Technology	8,331	9,176
3230. Laundry & Cleaning	15,000	17,000
3235. Janitorial Services	15,000	16,500
3240. Binding, Printing, & Reproduction	750	1,100
3280. Temporary Help	0	50,000
3310. Exterminator	500	600
3315. Security Services	1,250	1,250
3320. Wrecker Services	8,500	8,500
3390. Other Special Services	8,000	8,000
3405. Software Maintenance	65,000	65,000

DETAIL

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	GARAGE 0752

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES (continued)		
3510. Travel	$ 14,900	$ 6,000
3520. Dues & Subscriptions	6,000	6,000
3525. Legal & Technical Reference Materials	600	500
3530. Training, Registration Fees, Etc.	7,100	7,100
3540. Educational Assistance	2,000	2,000
3920. Rent	0	1,250
TOTAL 3000	694,096	748,373
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	10,000	8,000
4012. Security Fencing	1,000	1,000
TOTAL 4000	11,000	9,000
5000. MAINTENANCE OF EQUIPMENT		
5020. Furniture, Fixtures, & Furnishings	1,000	2,000
5110. Machinery, Tools, & Implements	5,000	5,000
5120. Instruments & Apparatus (Major)	1,000	1,000
5130. Motor Vehicles	1,140,000	1,254,000
TOTAL 5000	1,147,000	1,262,000
6000. MISCELLANEOUS		
6875. EPA Licenses & Permits	1,000	1,000
6942. Purchase - Garage	6,800	47,550
6990. Miscellaneous	2,500	3,000
TOTAL 6000	10,300	51,550
CAPITAL OUTLAY		
7000. LAND, BUILDINGS AND OTHER IMPROVEMENTS		
7020. Buildings	45,000	45,000
TOTAL 7000	45,000	45,000
8000. EQUIPMENT		
8421. Construction Equipment	1,260,000	1,584,250
8430. Shop Equipment	30,000	30,000
8470. Fire Fighting Equipment	1,300,000	980,000
8481. Communication & Video Equipment	593,500	517,700

DETAIL

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	GARAGE 0752

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
CAPITAL OUTLAY		
8000. EQUIPMENT (continued)		
8530. Other Equipment	$ 888,200	$ 868,300
8800. Automobiles	939,000	880,000
8820. Light, Medium Trucks	787,500	747,500
8830. Heavy Trucks	1,050,000	1,580,000
8840. Trailers	274,600	148,000
8850. Other Mobile Equipment	363,000	915,000
TOTAL 8000	7,485,800	8,250,750
GRAND TOTAL	$ 11,193,884	$ 12,311,140

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	GARAGE 0752

POSITION TITLE		EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
MANAGEMENT					
Superintendent		1	1	1	
	TOTAL	1	1	1	
SUPERVISORY					
Parts Manager		1	1	1	
Service Manager		2	2	2	
	TOTAL	3	3	3	
SKILLED CRAFT					
Fleet Technician		9	9	9	
Welder		1	1	1	
	TOTAL	10	10	10	
OPERATIONS					
Parts Courier		3	3	3	
	TOTAL	3	3	3	
CLERICAL					
Administrative Assistant		1	1	1	
	TOTAL	1	1	1	
BASE SALARIES					$ 845,802
LONGEVITY					16,269
SPECIAL PAY					40,829
OVERTIME					3,655
FRINGE BENEFITS					366,962
GRAND TOTAL		18	18	18	$ 1,273,517

SUMMARY

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	NONDEPARTMENTAL 0755

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 29,614	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	255,357	218,148
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	4,575,701	4,480,642
SUBTOTAL	4,860,672	4,698,790
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 4,860,672	$ 4,698,790

FUNCTION: This division is used to record the payment the Garage Fund makes to the General Fund for services rendered, to record depreciation expense and this fund's share of general liability insurance and external audit fees.

DETAIL

FUND	DEPARTMENT	UNIT
GARAGE 750	GENERAL SERVICES 040	NONDEPARTMENTAL 0755

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 0	$ 0
Other Benefits	29,614	0
TOTAL 1000	29,614	0
3000. CONTRACTUAL SERVICES		
3110. Insurance - External	42,276	42,276
3112. General Liability Self-Insurance	121,673	121,673
3120. Group Insurance	36,646	36,646
3121. City Share - Retiree Insurance	5,053	5,053
3125. Workers' Compensation	-4,616	0
3211. Hire of Equipment - Garage - Other	41,825	0
3440. External Audit Fees	12,500	12,500
TOTAL 3000	255,357	218,148
6000. MISCELLANEOUS		
6202. General Fund Services	550,586	500,948
6910. Depreciation Expense	4,025,115	3,979,694
TOTAL 6000	4,575,701	4,480,642
GRAND TOTAL	$ 4,860,672	$ 4,698,790

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SECTION XI

WAREHOUSE FUND

WAREHOUSE FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
INTERFUND CHARGES			
Handling Charges	$ 176,750	$ 147,000	$ 177,000
Charges for Cost of Sales	799,332	720,000	850,000
Total Interfund Charges	976,082	867,000	1,027,000
NONOPERATING AND OTHER REVENUE			
Interest Income	2,045	2,000	1,750
Net Increase in Fair Value of Investment	(5,022)	0	0
Miscellaneous	(12,408)	0	0
Total Nonoperating and Other Revenue	(15,385)	2,000	1,750
TOTAL REVENUE AND RECEIPTS	$ 960,697	$ 869,000	$ 1,028,750

WAREHOUSE FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0760	Facilities & Fleet Mgmt - Warehouse	$ 886,088	$ 816,801	$ 946,985
0765	Facilities & Fleet Mgmt - Nondepartmental	90,114	83,989	75,821
	Total	$ 976,202	$ 900,790	$ 1,022,806

WAREHOUSE FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 80,605	7.881%
2000. COMMODITIES	850,450	83.148%
3000. CONTRACTUAL SERVICES	20,867	2.040%
4000. MAINTENANCE - STRUCTURES	1,500	0.147%
5000. MAINTENANCE - EQUIPMENT	0	0.000%
6000. MISCELLANEOUS	69,384	6.784%
TOTAL OPERATING EXPENDITURES	1,022,806	100.000%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	0	0.000%
8000. EQUIPMENT	0	0.000%
TOTAL CAPITAL OUTLAY	0	0.000%
GRAND TOTAL	$ 1,022,806	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
WAREHOUSE 760	GENERAL SERVICES 040	WAREHOUSE 0760

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 80,538	$ 80,605
2000. COMMODITIES	720,450	850,450
3000. CONTRACTUAL SERVICES	14,313	14,430
4000. MAINTENANCE - STRUCTURES	1,500	1,500
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	0	0
SUBTOTAL	816,801	946,985
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 816,801	$ 946,985

FUNCTION: The Central Warehouse procures, inventories, and issues common items consisting of mechanical, electrical, civil, and general supplies, materials, and parts. This provides an ongoing service function to all City divisions, and provides economies of scale in using centralized purchasing, storage, and control. Time expended is reduced for individual divisions in separately obtaining such items. The Central Warehouse identifies, collects, and arranges through Purchasing for the disposal of surplus or obsolete materials and supplies, and also provides handling and storage of hazardous materials.

Activity / Performance Measures

Activity/Performance Measure	2013 Achievements	2014 Expectations	2015 Targets
Normally stocked items will be 95% available within 36 hours of demand	98%	98%	98%
Inventory turns per year will equal or exceed 3 times average inventory value	4	4	4
Accuracy of the inventory as determined by year end counts will be within 97% of book value	97%	99%	99%

DETAIL

FUND	DEPARTMENT	UNIT
WAREHOUSE 760	GENERAL SERVICES 040	WAREHOUSE 0760

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 51,541	$ 50,112
Overtime	1,337	1,337
Other Benefits	27,660	29,156
TOTAL 1000	80,538	80,605
2000. COMMODITIES		
2010. Office Supplies	50	50
2310. Janitorial Supplies	50	50
2330. Chemicals & Insecticides	100	100
2570. Clothing, Dry Goods, Etc.	250	250
2590. Cost of Goods Sold	720,000	850,000
TOTAL 2000	720,450	850,450
3000. CONTRACTUAL SERVICES		
3040. Water	800	800
3210. Hire of Equipment - Garage - Vehicles	10,563	10,680
3240. Binding, Printing & Reproduction	350	350
3280. Temporary Help	1,000	1,000
3920. Rent	1,600	1,600
TOTAL 3000	14,313	14,430
4000. MAINTENANCE OF STRUCTURES		
4010. Buildings & Grounds	1,500	1,500
TOTAL 4000	1,500	1,500
GRAND TOTAL	$ 816,801	$ 946,985

PERSONNEL SCHEDULE

FUND	DEPARTMENT	UNIT
WAREHOUSE 760	GENERAL SERVICES 040	WAREHOUSE 0760

POSITION TITLE	EMPLOYEES BUDGET 2012-2013	EMPLOYEES BUDGET 2013-2014	EMPLOYEES BUDGET 2014-2015	BUDGET 2014-2015
SUPERVISORY				
Warehouse Supervisor	1	1	1	
TOTAL	1	1	1	
BASE SALARIES				$ 52,026
LONGEVITY				1,707
SPECIAL PAY				3,453
OVERTIME				1,337
FRINGE BENEFITS				22,082
GRAND TOTAL	1	1	1	$ 80,605

SUMMARY

FUND	DEPARTMENT	UNIT
WAREHOUSE 760	GENERAL SERVICES 040	NONDEPARTMENTAL 0765

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 1,183	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	5,890	6,437
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	76,916	69,384
SUBTOTAL	83,989	75,821
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 83,989	$ 75,821

FUNCTION: This division is used to record the payment the Warehouse Fund makes to the General Fund for services rendered, to record depreciation expense and this fund's share of general liability insurance and external audit fees.

DETAIL

FUND	DEPARTMENT	UNIT
WAREHOUSE 760	GENERAL SERVICES 040	NONDEPARTMENTAL 0765

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
1000. PERSONNEL SERVICES		
Salaries	$ 0	$ 0
Other Benefits	1,183	0
TOTAL 1000	1,183	0
3000. CONTRACTUAL SERVICES		
3110. Insurance - External	1,686	1,686
3112. General Liability Self-Insurance	2,666	2,666
3120. Group Insurance	1,085	1,085
3125. Workers' Compensation	-347	0
3440. External Audit Fees	800	1,000
TOTAL 3000	5,890	6,437
6000. MISCELLANEOUS		
6202. General Fund Services	26,034	19,563
6910. Depreciation Expense	50,882	49,821
TOTAL 6000	76,916	69,384
GRAND TOTAL	$ 83,989	$ 75,821

MIDLAND

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SECTION XII

TECHNOLOGY FUND

TECHNOLOGY FUND
REVENUE AND RECEIPTS

	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
INTERFUND CHARGES			
Equipment Lease - Technology	$ 589,691	$ 619,516	$ 731,864
Total Interfund Charges	589,691	619,516	731,864
NONOPERATING AND OTHER REVENUE			
Operating Transfers In	0	0	0
Total Nonoperating and Other Revenue	0	0	0
MISCELLANEOUS			
Reimbursement of Budget Exp	7,193		
Total Miscellaneous	7,193		
TOTAL REVENUE AND RECEIPTS	$ 596,884	$ 619,516	$ 731,864

TECHNOLOGY FUND
SUMMARY OF EXPENSES/EXPENDITURES BY UNIT

Unit No.	ORGANIZATION	ACTUAL 2012-2013	BUDGET 2013-2014	BUDGET 2014-2015
0770	Technology	$ 68,806	$ 298,250	$ 571,630
0775	Technology - Nondepartmental	10,746	12,564	56,289
	Total	$ 79,552	$ 310,814	$ 627,919

TECHNOLOGY FUND
SUMMARY OF EXPENSES/EXPENDITURES
BY CLASSIFICATION

	BUDGET 2014-2015	RATIO
OPERATING EXPENSES		
1000. PERSONNEL SERVICES	$ 0	0.000%
2000. COMMODITIES	66,056	10.520%
3000. CONTRACTUAL SERVICES	22,310	3.553%
4000. MAINTENANCE - STRUCTURES	0	0.000%
5000. MAINTENANCE - EQUIPMENT	54,000	8.600%
6000. MISCELLANEOUS	53,429	8.508%
TOTAL OPERATING EXPENDITURES	195,795	31.181%
CAPITAL OUTLAY		
7000. LAND - BUILDINGS	0	0.000%
8000. EQUIPMENT	432,124	68.819%
TOTAL CAPITAL OUTLAY	432,124	68.819%
GRAND TOTAL	$ 627,919	100.000%

SUMMARY

FUND	DEPARTMENT	UNIT
TECHNOLOGY 770	COMM & INFO SYSTEMS 030	TECHNOLOGY 0770

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	12,640	66,056
3000. CONTRACTUAL SERVICES	16,050	19,450
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	54,000	54,000
6000. MISCELLANEOUS	0	0
SUBTOTAL	82,690	139,506
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	215,560	432,124
SUBTOTAL	215,560	432,124
TOTAL	$ 298,250	$ 571,630

FUNCTION: This division is responsible for the purchase of technological assets of the City. This division analyzes City wide technology needs and budgets replacements and new acquisitions for the entire City.

DETAIL

FUND	DEPARTMENT	UNIT
TECHNOLOGY 770	COMM & INFO SYSTEMS 030	TECHNOLOGY 0770

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
2000. COMMODITIES		
2120. Minor Equipment, Instruments & Tools	$ 0	$ 47,816
2155. Minor Computer Hardware & Peripherals	0	2,900
2160. Computer Software & Supplies	12,640	15,340
TOTAL 2000	12,640	66,056
3000. CONTRACTUAL SERVICES		
3010. Communication	16,050	16,050
3390. Other Special Services	0	2,800
3440. External Audit Fees	0	600
TOTAL 3000	16,050	19,450
5000. MAINTENANCE OF EQUIPMENT		
5100. Data Processing Equipment	40,800	40,800
5105. Communications Equipment	13,200	13,200
TOTAL 5000	54,000	54,000
CAPITAL OUTLAY		
8000. EQUIPMENT		
8490. Data Processing Equipment	115,560	183,560
8900. EDP Software (Over $1,000)	100,000	248,564
TOTAL 8000	215,560	432,124
GRAND TOTAL	$ 298,250	$ 571,630

SUMMARY

FUND	DEPARTMENT	UNIT
TECHNOLOGY 770	COMM & INFO SYSTEMS 030	NONDEPARTMENTAL 0775

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
1000. PERSONNEL SERVICES	$ 0	$ 0
2000. COMMODITIES	0	0
3000. CONTRACTUAL SERVICES	2,560	2,860
4000. MAINTENANCE - STRUCTURES	0	0
5000. MAINTENANCE - EQUIPMENT	0	0
6000. MISCELLANEOUS	10,004	53,429
SUBTOTAL	12,564	56,289
CAPITAL OUTLAY		
7000. LANDS - BUILDINGS	0	0
8000. EQUIPMENT	0	0
SUBTOTAL	0	0
TOTAL	$ 12,564	$ 56,289

FUNCTION: This division is used to record the payment the Technology Fund makes to the General Fund for services rendered, to record depreciation expense and this fund's share of general liability insurance and external audit fees.

DETAIL

FUND	DEPARTMENT	UNIT
TECHNOLOGY 770	COMM & INFO SYSTEMS 030	NONDEPARTMENTAL 0775

CLASSIFICATION	BUDGET 2013-2014	BUDGET 2014-2015
OPERATING SERVICES		
3000. CONTRACTUAL SERVICES		
3212. Equipment Rental - External	$ 2,260	$ 2,260
3440. External Audit Fees	300	600
TOTAL 3000	2,560	2,860
6000. MISCELLANEOUS		
6910. Depreciation Expense	10,004	53,429
TOTAL 6000	10,004	53,429
GRAND TOTAL	$ 12,564	$ 56,289

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MIDLAND

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SECTION XIII

INTEREST AND SINKING FUND

Debt Limits and Debt Levels
October 1, 2014

The City of Midland carefully plans debt acquisition to fund only capital replacement and construction. This process includes matching the maturity of the debt to the useful lives of the assets to be funded, as closely as possible. This allows for the use of debt to compliment operations by allowing for matching the cash flows of asset cost to the period deriving the benefit from the asset. Additionally, this allows the City to plan for and structure debt payments in such a manner that debt service tends to be fairly level across the years creating a known, even demand upon resources for debt service and limiting the demand upon resources to a managed level. As a result of the development and refinement of this process, the impact of current debt upon present and future operations is minimized and annual operations can be based upon a known level of expendable, available resources to respond to the immediate needs of the city.

The Constitution and Statutes of the State of Texas and the Charter of the City of Midland do not provide for a legal debt limit. The 8% debt limit rate used herein is that recommended by the Finance Advisory Board of the City of Midland and adopted by the City Council as a safe debt limit.

The taxable assessed value from each year's tax roll is multiplied by 8% (.08) to derive an amount that represents the maximum safe debt limit. This amount is then reduced by the net amount of all outstanding debt (outstanding debt less amounts restricted for repayment of those debts) to yield the debt margin.

CITY OF MIDLAND, TEXAS
Computation of Estimated Debt Margin
October 1, 2014

Assessed value 2014 tax roll		$10,165,244,187
Debt limit, 8% of assessed value		$ 813,219,535
Amount of debt applicable to debt limit:		
Total bonded debt	$ 137,869,999	
Less:		
Estimated Net assets in Debt Service Fund	344,143	
Estimated Water and Sewer bonds restricted assets	1,143,295	
Estimated Golf Course bonds restricted assets	20,448	
Estimated Airport bonds restricted assets	905,516	
Estimated Scharbauer Sports Complex bonds restricted assets	1,296,753	
Total estimated net assets restricted for debt service	$ 3,710,155	
Total bonded debt less assets restricted for debt service		134,159,844
Debt Margin		$ 679,059,691

Fiscal Year Ending September 30,	Supported by General Government: General Obligation Bonds, Certificates of Obligation and Notes Payable			Supported by Enterprise Funds: General Obligation Bonds, Certificates of Obligation and Notes Payable			Total All Debt Service Requirements
	Principal	Interest	Total	Principal	Interest	Total	
2015	2,849,650	2,838,210	5,687,860	5,925,350	3,645,790	9,571,140	15,259,000
2016	3,434,728	2,159,066	5,593,794	6,240,272	3,326,897	9,567,169	15,160,963
2017	2,947,931	2,052,511	5,000,442	4,212,069	3,078,601	7,290,670	12,291,112
2018	3,060,172	1,939,099	4,999,271	4,399,828	2,888,813	7,288,641	12,287,912
2019	2,712,414	1,826,592	4,539,006	4,582,586	2,709,732	7,292,318	11,831,324
2020	2,833,966	1,715,976	4,549,942	4,791,034	2,502,802	7,293,836	11,843,778
2021	2,550,862	1,603,462	4,154,324	5,024,138	2,266,596	7,290,734	11,445,058
2022	2,667,069	1,489,629	4,156,698	3,157,931	2,079,807	5,237,738	9,394,436
2023	2,782,931	1,369,997	4,152,928	2,422,069	1,962,223	4,384,292	8,537,220
2024	2,913,793	1,242,586	4,156,379	2,536,207	1,851,864	4,388,071	8,544,450
2025	3,049,310	1,106,968	4,156,278	2,655,690	1,730,642	4,386,332	8,542,610
2026	3,184,828	968,535	4,153,363	2,780,172	1,608,170	4,388,342	8,541,705
2027	3,325,000	828,712	4,153,712	2,900,000	1,489,228	4,389,228	8,542,940
2028	2,914,828	691,916	3,606,744	3,020,172	1,364,936	4,385,108	7,991,852
2029	3,049,310	559,891	3,609,201	3,150,690	1,234,215	4,384,905	7,994,106
2030	2,453,793	439,611	2,893,404	3,291,207	1,095,427	4,386,634	7,280,038
2031	2,572,586	327,467	2,900,053	3,442,414	942,852	4,385,266	7,285,319
2032	2,686,379	208,849	2,895,228	3,603,621	781,689	4,385,310	7,280,538
2033	1,815,517	111,910	1,927,427	2,619,483	634,415	3,253,898	5,181,325
2034	1,890,000	37,800	1,927,800	2,755,000	501,425	3,256,425	5,184,225
2035	-	-	-	2,745,000	364,625	3,109,625	3,109,625
2036	-	-	-	2,885,000	223,875	3,108,875	3,108,875
2037	-	-	-	3,035,000	75,875	3,110,875	3,110,875
	$ 55,695,067	$ 23,518,787	$ 79,213,854	$ 82,174,933	$ 38,360,499	$ 120,535,432	$ 199,749,286

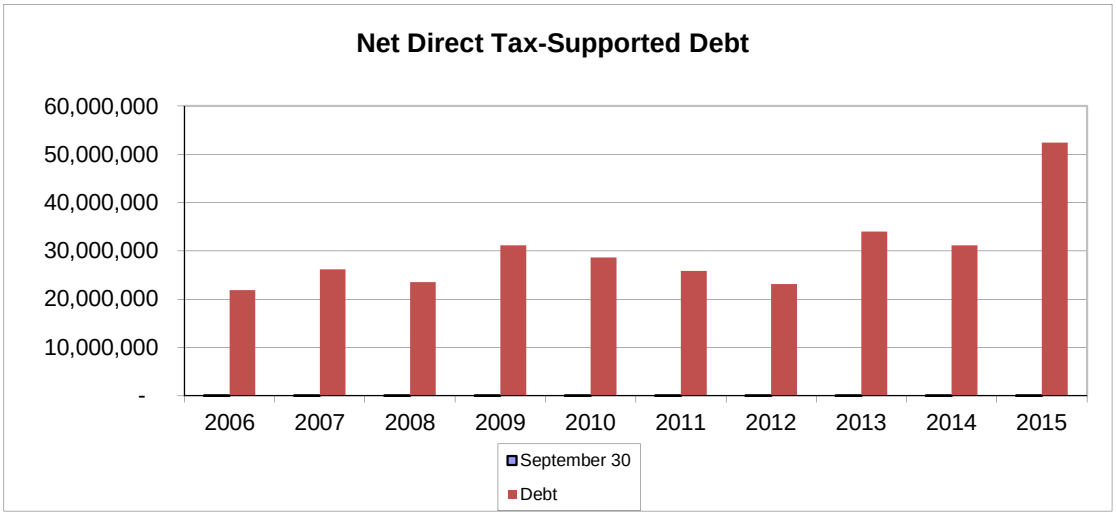
CITY OF MIDLAND, TEXAS

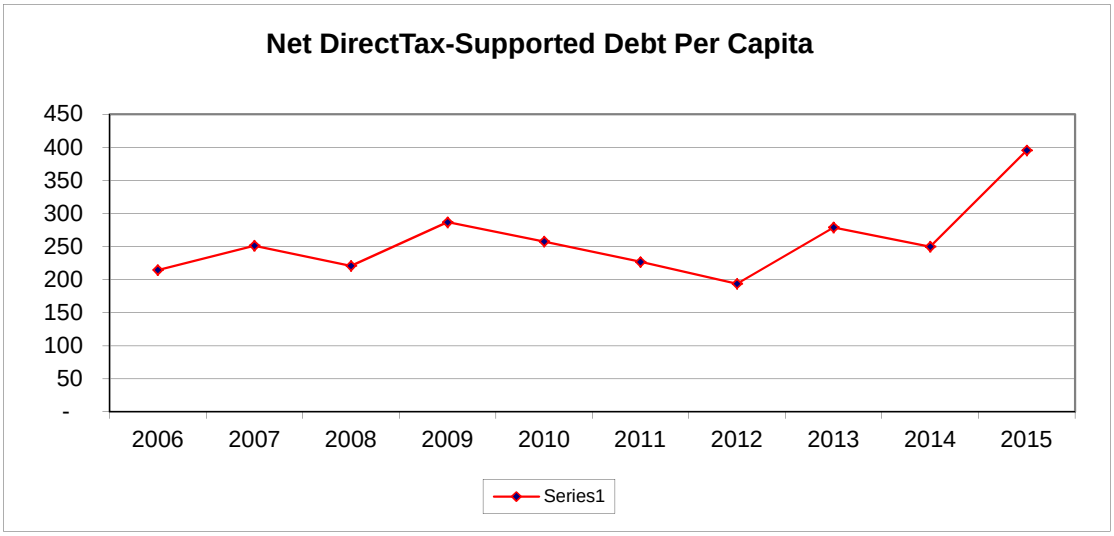
HISTORICAL AND PROJECTED
NET DIRECT TAX-SUPPORTED DEBT TRENDS

Fiscal Year Ended September 30	Population(1)	Taxable Assessed Valuation (2)	Net Direct Tax-Supported Debt	Ratio of Net Direct Tax-Supported Debt to Taxable Value	Net Direct Tax-Supported Debt Per Capita
2006	102,073	3,947,384,495	21,882,294	0.55%	214
2007	104,156	4,401,435,936	26,173,421	0.59%	251
2008	106,561	5,178,075,141	23,518,401	0.45%	221
2009	108,666	6,009,120,829	31,155,904	0.52%	287
2010	111,147	6,513,681,359	28,610,434	0.44%	257
2011	113,931	6,711,555,451	25,848,974	0.39%	227
2012	119,385	6,936,423,398	23,133,538	0.33%	194
2013	121,998	7,540,126,431	34,008,619	0.45%	279
2014	124,804	8,599,994,472	31,156,820	0.36%	250
2015	132,503	10,165,244,187	52,379,168	0.52%	395

(1) Source: Fiscal Year 2010 - U.S. Census
All years except 2010 - City of Midland estimates

(2) Source: Midland Central Appraisal District





DEBT SERVICE

TAX SUPPORTED DEBT

Interest and Sinking Fund

	FY 13 Actual 2012-13	FY 14 Estimated 2013-14	FY 15 Proposed 2014-15
RESOURCES:			
Resources at October 1	$ 413,744	$ 479,598	$ 344,143
Receipts:			
Ad valorem taxes	4,387,013	4,024,736	5,699,916
Transfer from Water & Sewer Fund	107,584	109,612	106,250
Investment income	(9,182)	654	5,000
Accrued Interest Received	0	0	0
Premium on Refunding Bonds	0	306,577	0
Proceeds from Refunding Bonds	0	3,800,000	0
Total receipts	4,485,415	8,241,579	5,811,166
Total resources and receipts	4,899,159	8,721,177	6,155,309
Expenditures:			
Principal maturities	2,818,125	2,607,155	2,849,650
Interest maturities	1,600,143	1,192,089	2,838,210
Paying agents' fees	1,293	1,286	1,200
Other	0	73,712	0
Payment to Refunded Bond Paying Agent	0	4,502,792	0
Total expenditures	4,419,561	8,377,034	5,689,060
Total Current Year Uses of Interest and Sinking Fund Assets	4,419,561	8,377,034	5,689,060
Resources at September 30	$ 479,598	$ 344,143	$ 466,249

TAX SUPPORTED DEBT INTEREST AND REDEMPTION FUND
STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2014 AND EXPENDITURES BY ISSUE 2014/15

		BONDED INDEBTEDNESS					EXPENDITURES 2014/15		
BOND ISSUES	SERIES	DATE OF ISSUE	MATURITIES OUTSTANDING	INTEREST RATE	ORIGINAL ISSUE	OUTSTANDING 10-1-14	PRINCIPAL	INTEREST	TOTAL
HUD Section 108 Loan	2000	7-01-00	9-30-15	6.25%	1,045,000	100,000	100,000	6,250	106,250
Tax and Limited Pledge Revenue Certificates of Obligation	2007	1-15-07	3-1-15/27	5.00%, 4.00%, 5.00%, 4.25%, 4.30%, 5.00% 4.50%	6,910,000	5,290,000	305,000	237,880	542,880
Tax and Limited Pledge Revenue Certificates of Obligation	2009	1-27-09	3-1-15/29	3.00%, 3.05%, 3.35%, 3.60%, 3.70%, 3.80%, 3.90%, 4.00%, 4.05% 4.10%, 4.15%, 4.25%	9,855,000	8,120,000	420,000	291,562	711,562
General Obligation Refunding Bonds	2009	5-01-09	3-1-15/16	3.00%	7,708,926	1,160,584	570,857	26,255	597,112
Tax and Limited Pledge Revenue Certificates of Obligation	2012	1-15-12	3-1-15/32	3.00%,3.05%,3.35% 3.60%,3.70%,3.80% 3.90%,4.00%,4.05% 4.10%, 4.25%	13,590,000	12,850,000	515,000	452,394	967,394
Tax and Limited Pledge Revenue Certificates of Obligation	2014	1-28-14	3-1-15/34	2.00%,3.00%,4.00% 5.00%,4.00%,5.00% 4.00%	24,374,483	24,374,483	218,793	1,708,669	1,927,462
General Obligation Refunding Bonds	2014	01-28-14	3-1-15/20	2.00%, 3.00% 4.00%, 5.00%	3,800,000	3,800,000	720,000	115,200	835,200
Paying Agent/Other Fees									1,200
Total Expenditures						$ 55,695,067	$ 2,849,650	$ 2,838,210	$ 5,689,060

WATER AND SEWER
GENERAL OBLIGATION DEBT
DEBT SERVICE

	FY 14 Estimated 2013-14	FY 15 Proposed 2014-15
RESOURCES:		
Resources at October 1	$ 1,407,668	$ 1,143,295
Receipts:		
Transfer from Water & Sewer Operations-2007 Certificate of Obligation	3,124,189	3,148,825
Transfer from Water & Sewer Operations-2007 Refunding Bonds	600,391	609,027
Transfer from Water & Sewer Operations-2012 Certificate of Obligation	851,856	1,424,662
Interest on investments	6,200	7,000
Total receipts	4,582,636	5,189,514
Total resources and receipts	5,990,304	6,332,809
Expenditures:		
Principal maturities	2,135,000	2,230,000
Interest maturities	2,710,799	2,621,599
Paying agent's fees	1,210	1,210
Total expenditures	4,847,009	4,852,809
Resources at September 30	$ 1,143,295	$ 1,480,000

WATER AND SEWER INTEREST AND REDEMPTION FUND
STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2014 AND EXPENDITURES BY ISSUE 2014/15

		BONDED INDEBETEDNESS					EXPENDITURES 2014/15		
BOND ISSUES	SERIES	DATE OF ISSUE	MATURITIES OUTSTANDING	INTEREST RATE	ORIGINAL ISSUE	OUTSTANDING 10-1-14	PRINCIPAL	INTEREST	TOTAL
Tax and Limited Pledge Revenue Certificates of Obligation	2012	1-15-12	3-1-15/32	3.00%,3.05%,3.35% 3.60%,3.70%,3.80% 3.90%,4.00%,4.05% 4.10%,4.25%	15,855,000	14,995,000	605,000	527,856	1,132,856
Tax and Limited Pledge Revenue Certificates of Obligation	2007	1-15-07	3-1-15/37	4.00%,5.00%,4.00% 5.00%,4.784%,4.25% 4.30%,5.00%,4.50% 5.00%	48,595,000	43,075,000	1,065,000	2,047,943	3,112,943
Combination Tax and Revenue Refunding Bonds	2007	1-15-07	5-1-15/16	4.00%	4,995,000	1,145,000	560,000	45,800	605,800
Paying Agent's fees									1,210
						$ 59,215,000	$ 2,230,000	$ 2,621,599	$ 4,852,809

GOLF COURSE
CERTIFICATES OF OBLIGATION
DEBT SERVICE

	FY 14 Estimated 2013-14	FY 15 Estimated 2014-15
RESOURCES:		
Resources at October 1	$ 34,091	$ 20,448
Receipts:		
Transfer from Golf Course PFC Fund	47,165	35,866
Transfer from Golf Course Operating Fund	0	205,346
Interest on investments	0	0
Total receipts	47,165	241,212
Total resources and receipts	81,256	261,660
Expenditures:		
Principal maturities	57,846	50,350
Interest maturities	2,950	127,976
Paying agent's/Issuance fees	12	35
Total expenditures	60,808	178,361
Resources at September 30	$ 20,448	$ 83,299

GOLF COURSE INTEREST AND REDEMPTION FUND
STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2014 AND EXPENDITURES BY ISSUE 2014/15

		BONDED INDEBETEDNESS					EXPENDITURES 2013/14		
BOND ISSUES	SERIES	DATE OF ISSUE	MATURITIES OUTSTANDING	INTEREST RATE	ORIGINAL ISSUE	OUTSTANDING 10-1-14	PRINCIPAL	INTEREST	TOTAL
General Obligation Refunding Bonds	2009	5-01-09	3-1-14/16	3.00%	$ 461,074	$ 69,415	$ 34,143	$ 1,570	$ 35,713
Tax and Limited Pledge Revenue Certificates of Obligation	2014	01-28-14	3-1-15/34	2.00%, 3.00% 4.00%, 5.00%	$ 2,000,000	$ 1,805,517	$ 16,207	$ 126,568	$ 142,775
Paying Agent's Fees									35
						$ 1,874,932	$ 50,350	$ 128,138	$ 178,523

AIRPORT
GENERAL OBLIGATION REFUNDING BONDS, SERIES 06A
DEBT SERVICE

	FY 14 Estimated 2013-14	FY 15 Proposed 2014-15
RESOURCES:		
Resources at October 1	$ 872,725	$ 905,516
Receipts:		
Transfer from Airport Operations	496,230	498,870
Transfer from Airport PFC Fund	1,171,211	1,177,439
Interest on investments	3,100	3,000
Total receipts	1,670,541	1,679,309
Total resources and receipts	2,543,266	2,584,825
Expenditures:		
Principal maturities	1,460,000	1,535,000
Interest maturities	177,450	102,575
Paying agent's/Issuance fees	300	300
Total expenditures	1,637,750	1,637,875
Resources at September 30	$ 905,516	$ 946,950

AIRPORT INTEREST AND REDEMPTION FUND
STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2014 AND EXPENDITURES BY ISSUE 2014/15

		BONDED INDEBETEDNESS						EXPENDITURES 2014/15		
BOND ISSUES	SERIES	DATE OF ISSUE	MATURITIES OUTSTANDING	INTEREST RATE		ORIGINAL ISSUE	OUTSTANDING 10-1-14	PRINCIPAL	INTEREST	TOTAL
General Obligation Refunding Bonds	2006A	1-15-06	3-1-15/16	5.00%	4.00%	13,160,000	3,140,000	1,535,000	102,575	1,637,575
Paying Agent's fees										300
							$ 3,140,000	$ 1,535,000	$ 102,575	$ 1,637,875

SCHARBAUER SPORTS COMPLEX
GENERAL OBLIGATION BONDS
DEBT SERVICE

	FY 14 Estimated 2013-14	FY 15 Proposed 2014-15
RESOURCES:		
Resources at October 1	$ 1,251,394	$ 1,296,753
Receipts:		
Transfer from Sports Complex Operations	2,948,138	2,959,836
Interest on investments	4,000	4,000
Total receipts	2,952,138	2,963,836
Total resources and receipts	4,203,532	4,260,589
Expenditures:		
Principal maturities	2,010,000	2,110,000
Interest maturities	896,479	793,478
Paying agent's/Issuance fees	300	300
Total expenditures	2,906,779	2,903,778
Resources at September 30	$ 1,296,753	$ 1,356,811

SCHARBAUER SPORTS COMPLEX INTEREST AND REDEMPTION FUND
STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2014 AND EXPENDITURES BY ISSUE 2014/15

		BONDED INDEBTEDNESS					EXPENDITURES 2014/15		
BOND ISSUES	SERIES	DATE OF ISSUE	MATURITIES OUTSTANDING	INTEREST RATE	ORIGINAL ISSUE	OUTSTANDING 10-1-14	PRINCIPAL	INTEREST	TOTAL
General Obligation Refunding Bonds	2006B	1-15-06	3-01-15/22	5.00%, 4.00%, 4.20% 5.00% ,4.25%	28,970,000	17,945,000	2,110,000	793,478	2,903,478
Paying Agent/Other Fees									300
Total Expenditures						$ 17,945,000	$ 2,110,000	$ 793,478	$ 2,903,778

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MIDLAND

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SECTION XIV

CAPITAL

CAPITAL IMPROVEMENT PROGRAM

The purpose of the Capital Improvement Program (CIP) is to implement and facilitate the City's Master Plan. Generally, capital projects are in excess of $100,000, have a useful life of more than five years and include such items as land purchases, building and/or renovating structures, roads, water and sewer line extensions, park developments and new City facilities such as fire stations, airports, or water treatment facilities. Major maintenance projects are not included in the CIP.

Annually, a five-year CIP needs assessment is presented to City management by the various City departments. Inherent in this needs assessment is the consideration of the operating budget impact in future years of the proposed project as presented on the summary of the five years needs assessment. This needs assessment is evaluated and prioritized by City management. Tentative recommendations are made to City Council based upon this assessment. Council then evaluates, modifies and reviews management's tentative recommendations and adopts a CIP for the year.

The CIP section includes a spreadsheet of the 5 year plan, the priority listing of possible debt projects in the future and a report of the status of current capital projects. Inclusion of a project request in the CIP schedule does not insure that the project will be funded, but it does assure that the project will be evaluated on its merits relative to other proposed CIP projects.

CITY OF MIDLAND
SUMMARY OF RESOURCES AVAILABLE

FUND	FUND NAME		REMAINING BALANCE
070	POLICE SPECIAL PURPOSES -FEDERAL (1)	$ 740,232	
071	POLICE SPECIAL PURPOSES-STATE (1)	170,419	
073	HIDTA FEDERAL SEIZURES (1)	7,789	
074	DEPT OF JUSTICE GRANT (JAG) (revenue to be received)	(31,397)	
	POLICE		$ 887,042
095	STREET IMPROVEMENT FUND (PERMIT FEES) (2)	$ 3,437,493	
163	2012 GP CO-STREETS AND DRAINAGE	774,756	
165	2001 GP CO-DRAINAGE IMPROVEMENTS	90,131	
175	2014 GP CO-STREET IMPROVEMENTS	4,666,918	
186	2005 GP CO-STREETS AND DRAINAGE	122,311	
191	2007 GP CO-STREETS AND DRAINAGE	13,392	
193	2007 GP CO-TRAFFIC SYSTEM IMPROVEMENT	26,350	
195	2009 GP CO-STREETS AND DRAINAGE	588,235	
	STREETS & TRAFFIC		$ 9,719,584
092	MUNICIPAL COURT TECHNOLOGY (6)		$ 173,870
140	ANIMAL SHELTER FACILITY & EQUIPMENT		$ (8,747)
160	2012 GP CO-COMMUNICATIONS SYSTEM	$ 0	
172	2014 GP CO-COMMUNICATIONS SYSTEM	0	
			$ 0
161	2012 GP CO-FIRE FIGHTING FACILITIES	$ 4,520	
174	2014 GP CO-FIRE FIGHTING FACILITIES	3,614,460	
			$ 3,618,980
188	2005 GP CO-CITY FACILITY IMPROVEMENT	$ 16,690	
192	2007 GP CO-CITY FACILITY IMPROVEMENT	91,431	
196	2009 GP CO-CITY FACILITY IMPROVEMENT	25,148	
	CITY FACILITY		$ 133,268
162	2012 GP CO-PARKS AND RECREATION	24,201	
173	2014 GP CO-PARK IMPROVEMENTS	1,024,619	
187	2005 GP CO-PARK IMPROVEMENTS	20,954	
190	2007 GP CO-PARK IMPROVEMENTS	85,389	
194	2009 GP CO-PARK IMPROVEMENTS	2,744	
	PARKS		$ 1,157,905
447	2014 GP CO-GOLF COURSE IMPROVEMENTS		$ 1,205
157	1998 GP CO-DOWNTOWN, CITY HALL, LAND	$ 54	
184	2003 GP CO-DOWNTOWN IMPROVEMENTS	389,352	
189	2005 GP CO-DOWNTOWN IMPROVEMENTS	84,321	
	DOWNTOWN		$ 473,727
330	SPECIAL W&S SYSTEM IMPR & REPL CONSTRUCTION (3)	$ 11,016,640	
340	T-BAR RANCH - WINKLER COUNTY IMPROVEMENTS (4)	1,194,543	
366	1996 W&S REV BOND CONSTRUCTION	0.40	
380	2007 GP CO-WATER AND SEWER IMPROVEMENTS	152,599	
381	2012 GP CO-WATER AND SEWER IMPROVEMENTS	271,095	
	WATER & SEWER		$ 12,634,877
509	AIRPORT RESTRICTED ASSET SALES (5)		$ 0
776	2012 GP CO-INFORMATION TECHNOLOGY	$ 4,540	
776	2014 GP CO-INFORMATION TECHNOLOGY	3,470,395	
			$ 3,474,936
	TOTAL RESOURCES AVAILABLE		$ 32,266,649

(1)RESTRICTED TO SPECIAL POLICE MATTERS
(2)RESTRICTED TO GENERAL STREET IMPROVEMENTS
(3)FUNDS ARE PROVISIONS FOR REPLACEMENT OF ASSETS
(4)COUNCIL DESIGNATED RESERVE FOR WINKLER CO DEVELOPMENT
(5)RESTRICTED TO FAA APPROVED PROJECTS
(6)RESTRICTED TO MUNICIPAL COURT TECHNOLOGY

Capital Improvement Project Priority List for Fiscal Year 2015

C.O.'s	PROJECT	CONSTR COSTS	TOTAL COSTS	LEVY NEEDED
1)	MOCKINGBIRD LANE (GARFIELD TO A)	$5,000,000	$7,719,575	0.0043
2)	MOCKINGBIRD LANE (MIDLAND DR TO HOLIDAY HILL)	$5,500,000	$8,496,875	0.0047
3)	WATER RECHLORINATION (WADLEY)	$600,000	$923,650	0.0005
4)	NEIGHBORHOOD PLAYGROUNDS	$600,000	$923,650	0.0005
5)	NEW POLICE MOBILE SUBSTATION	$300,000	$463,288	0.0003
6)	HIKE & BIKE TRAIL (HOGAN PARK)	$450,000	$699,175	0.0004
7)	HIKE & BIKE TRAIL	$200,000	$312,888	0.0002
8)	POLICE BALLISTIC TRAINING	$1,215,000	$1,870,288	0.001
9)	FIRE TRAINING FACILITIES	$3,472,890	$5,360,988	0.003
	TOTAL COST & LEVY	**$17,337,890**	**$26,770,377**	**0.0149**

PROJECTS NEEDING GENERAL FUND MONEY		
1)	MILL & OVERLAY	$5,000,000
2)	DEVELOPER PARTICIPATION FOR PAVING PROJECTS	$2,000,000
3)	PD TRAINING FACILITY EXPANSION (ASSESS ONLY)	
	& POLICE FACILITY ASSESSMENT	$100,000
4)	NORTWEST STATION	$150,000
5)	MASTER DRAINAGE PLAN (WAIT A YEAR)	$75,000
6)	SIREN REPLACEMENT (MAYBE CHANGE TO	
	EMERGENCY SERVICES ENHANCEMENT)	$130,000
7)	PD ELEVATORS (PUT ON HOLD UNTIL	
	ASSESSMENT IS FINISHED)	$275,000
	TOTAL	**$7,730,000**

Capital Improvement 5 Year Program

Dated: August 2014

Projects to be funded by Certificates of Obligation (CO)	Requested 2015	Total Cost w/Debt Service	Levy Per Year	2016	2017	2018	2019
Street & Drainage							
Midkiff Rd - Andrews Hwy to Wadley					$ 750,000		
Warehouse Road with sidewalks, curbs & gutter						$ 1,530,000	
Jal Draw Channel Lining Project (Ward to Midkiff)				$ 125,000	$ 1,525,000	$ 1,500,000	
S Midland Drive Industrial Ave to I-20						$ 1,440,000	
Mockingbird Lane (Garfield to A Street)	$ 5,000,000	$ 7,719,575	0.00430				
Mockingbird Lane (Midland Dr to Holiday Hill)	$ 5,500,000	$ 8,496,875	0.00470				
Community Services							
Neighborhood Playground Renovations	$ 600,000	$ 923,650	0.00050	$ 600,000	$ 700,000		
Hike & Bike Trails (Hogan Park & Golf Course)	$ 450,000	$ 699,175	0.00040				
Hike & Bike Trails	$ 200,000	$ 312,888	0.00020	$ 200,000	$ 200,000		$ 300,000
Parkland Acquisition (Northwest Midland)				$ 300,000			
Washington Pool Upgrade				$ 3,500,000			
Ballfield Lighting Improvements					$ 800,000		
Windland Water Storage/Pavilion/Restrooms					$ 400,000		
Dennis the Menance Park Renovation Phase II					$ 800,000		
New Park Design/Development						$ 750,000	$ 750,000
Beal Park Restrooms/Walking Trail						$ 450,000	
Hogan Park Splash Pad						$ 600,000	
Irrigation/Park Tree Planting						$ 250,000	
Shade Structures						$ 250,000	
New Community Center/Senior Center							$ 2,200,000
Airport							
East Side General Aviation Development				$ 19,062,085			
Note: Total Project $33,644,642							
Debt Service to be paid by FAA grant							
Police							
Ballistic Training Module	$ 1,215,000	$ 1,870,288	0.00100				
New Police Mobile Substation	$ 300,000	$ 463,288	0.00030				
General Services							
Demolish and Rebuild Fire Station 5				$ 4,500,000			
New City Hall Building						$ 43,468,507	
Fire							
Training Facilities - CO	$ 3,472,890	$ 5,360,988	0.00300				
Water & Sewer							
Rechlorination Station - Wadley	$ 600,000	$ 923,650	0.00050				
Rechlorination Station - Northwest				$ 600,000			
Re-line Peggy Sue Water Reservoir					$ 3,000,000		
Waterline Extension to Airport (Anetta)				$ 3,100,000			
Water Plant Upgrades						$ 4,000,000	
Relocate Paul Davis Water Line							$ 3,000,000
Total CO Projects	**$ 17,337,890**	**$ 26,770,377**	**0.01490**	**$ 31,987,085**	**$ 8,175,000**	**$ 54,238,507**	**$ 6,250,000**

Other Funding Sources	2015	2016	2017	2018	2019
Street Improvement Fund/Unappropriated Fund Balance					
Beal Parkway	$ 2,500,000				
General Fund					
Upgrade Elevators & Stairway in Police & Comm Building	$ 375,000	$ 424,000			
Siren Replacement Program	$ 130,000	$ 110,000	$ 110,000		$ 110,000
Update Midland Master Drainage Plan & Design Manual	$ 75,000				
"A" Street & Wadley TX Dot Match 20%		$ 1,700,000			
Mill & Overlay Roadway Maintenance	$ 5,000,000	$ 5,000,000	$ 5,000,000	$ 5,000,000	$ 5,000,000
Developer Participation Roadways/Drainage	$ 1,835,000	$ 2,000,000			
Total General Fund	**$ 7,415,000**	**$ 9,234,000**	**$ 5,110,000**	**$ 5,000,000**	**$ 5,110,000**
Water & Sewer					
Sewer Line & Manhole I & I	$ 1,000,000	$ 1,000,000	$ 500,000	$ 500,000	$ 500,000
Waterline Extension Program	$ 1,500,000	$ 1,500,000	$ 1,500,000	$ 1,500,000	$ 1,500,000
Developer Participation Water & Sewer	$ 2,000,000	$ 2,000,000			
Water & Sewer Taps Program	$ 750,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000
Total Water & Sewer	**$ 5,250,000**	**$ 5,000,000**	**$ 2,500,000**	**$ 2,500,000**	**$ 2,500,000**
Solid Waste					
Scale House and Entrance Facilities	$ 7,200,000				
Southwest Citizens Collection Center		$ 1,000,000			
Total Solid Waste	**$ 7,200,000**	**$ 1,000,000**	**$ -**	**$ -**	**$ -**
MDC Funding					
Avalon Thomason -80 Road Improvement	$ 5,500,000			$ -	
Extend Thomason Dr from Avalon Dr to Tradewinds		$ 4,500,000		$ -	
Total MDC Funding	**$ 5,500,000**	**$ 4,500,000**	**$ -**	**$ -**	**$ -**

Airport Operational Funds and PFC							
Entrance Road Pavement & Guidance Signage Rehab	$ 1,321,000						
Airport Ramp Lighting System	$ 835,000						
Airport Drainage Improvements			$ 1,820,000		$ -		
Aircraft Rescue Fire Fighting Vehicles					$ 1,700,000		
Total Airport	**$ 2,156,000**	**$ -**	**$ 1,820,000**	**$ -**	**$ 1,700,000**		
Scharbauer Sports Complex - Sales Tax 4B							
Lighted Practice Field (4 fields)	$ 3,724,000						
Video Board at Baseball Diamond	$ 525,000						
Half Court Basketball	$ 20,000						
Football Turf replacement (2016)							
Sound System Replacement (2016)							
Berm Picnic Deck (2016)							
Total Sports Complex	**$ 4,269,000**	**$ -**	**$ -**	**$ -**	**$ -**		
Garage							
Vehicle Service Bay Extension	$ 500,000						
Total Capital Improvements for the City	**$ 51,627,890**	**$ 51,721,085**	**$ 17,605,000**	**$ 61,738,507**	**$ 15,560,000**		

OPEN CAPITAL IMPROVEMENT PROJECTS

Project #	Project	Department	Description	Budget	Unspent Balance
8757	Effluent Reuse Satellite 06	300	Water Pollution Control Plant & Satellite Reuse Plant	$1,539,994.00	$15,124.65
8758	Distribution System Pipeline06	300	Distribution System Pipeline	$1,200,459.00	$93,000.00
8846	Landfill Pit 2 Construction 08	435	Evacuation & Liner Construction for Pit 2 at the City Municipal Landfill	$4,024,097.00	$59,475.16
8854	Police Firearms Facility 08	110	Repair, Modification and improvements of MPD Firearms Training Facility	$373,500.00	$123,754.80
8855	Wpcp Improvements Project 08	300	Water Pollution Control Plant	$1,179,580.00	$65,970.45
8919	Municipal Court Building	010	Design & Construction of the new Municipal Court Building	$2,341,287.50	$1,759,185.46
8922	Police Equipment & Technology	110	Purchase of Equipment & Technology Essentials for MPD	$91,482.00	$0.09
8927	Spraberry Groundwater Project	300	Groundwater Assessment at Spraberry Farm	$629,500.00	$23,483.31
8945	Paul Davis Expansion Eval	300	Construction of Access Roads & Sampling of Existing Water Wells in the Paul Davis Well Field	$534,800.00	$161,081.92
8946	Lamesa Rd Paving & Drainage	075	Lamesa Rd Paving & Drainage Improvements	$21,028,213.00	$2,492,096.85
8955	Wastewater Modeling & Flow Reduction	300	Completion of a Wastewater Collection System Model & Flow Reduction Evaluation for the City's Wastewater System & Water Pollution Control Plant	$479,300.00	$139,924.65
8959	Citizens Collection/Recycling Center	430	Construction of Citizen's Collection Station - One Block North of Smith Road Intersection and Veterans Airpark Lane	$648,037.00	$69,073.18
8964	Holiday Hill Road Expansion	075	Expansion of Holiday Hill Rd. from Mockingbird Lane to State Highway "Nadine & Tom Craddick Highway"	$348,510.00	$348,510.00
8965	Highway 191 Sewerline Project	075	Development & Construction of Water Distribution and Watewater Collection Improvements along State Highway 191 Corridor	$552,500.00	$145,968.79

OPEN CAPITAL IMPROVEMENT PROJECTS

8975	Raw Water Project	300	Raw Water Project	$7,569,271.62	$100,534.47
8976	Briarwood Paving & Drainage Improv	080	Developers Assistance- Holiday Hill Rd. to Heidelberg Ln. (District #4- Trost)	$36,413.00	$36,413.00
8977	Mockingbird Paving & Drainage Improv	080	Developers Assistance- Mayfeild Place to Whitman Dr.	$19,478.00	$19,478.00
8979	Midland Center Improv Project	040	Facility Upgrades and Renovations to Midland Center	$2,111,250.00	$1,889,518.90
8981	Fairgrounds Road Paving & Drainage	080	Developers Assistance-Cloverdale Rd. (FM 307) to Garden City Hwy (SH 158) (District #2- Hailey)	$25,147.00	$25,147.00
8988	Market Street Water Line Project	080	Basin St. & I-20 (District #2- Love)	$217,000.00	$217,000.00
8989	Market Street Paving Project	080	Market Street Paving & Waterline Extension	$325,000.00	$325,000.00
8991	Landfill Cell 7 Project	430	Design, Engineering & Construction for Landfill Cell 7	$6,225,910.00	$81,496.58
8993	South Midkiff Rd Water Main Ext	300	Extension of Watermain south along Midkiff Rd. from Industiral Ave. to Otis Road right-of-away then east to Midland County Horseshoe Arena	$800,000.00	$800,000.00
8995	T-Bar Chlorination Station	300	Design & Construction for the T-Bar Water Clorination Station	$672,666.00	$65,372.99
8996	Hike and Bike Trail Develoment Project	090	Hike and Bike Trails Deveolpment	$404,355.00	$349,219.54
9002	Parking Facility Project	235	Wall Streets Lofts Project - Parking	$5,200,000.00	$1,220,300.44
9006	Fire Station #10	040	Construction of Fire Station # 10	$4,673,019.00	$2,043,068.30
9012	SSC Maintenance Building Project	620	Expansion of the Maintainance Building at the Scharbauer Sports Complex	$512,285.00	$19,143.69
9013	Technology Acquisitions 2012 Project	030	Upgrade to Loraine Center Security Sytem and Implementation of a Mass Notification System	$243,680.00	$41,916.00

OPEN CAPITAL IMPROVEMENT PROJECTS

9015	Beal Parkway Improvements Project	080	Development of Floyd Acres Addition- Beal Parkway, South of Anetta Dr. & West of Beal Park	$324,116.00	$324,116.00
9016	Tradewinds Street and Sewer Project	080	Extension of Tradewinds Boulevard & Construction of Drainage and Utility Improvements - Thomason Dr. to Gateway Plaza Addition	$6,000,000.00	$5,823,848.12
9017	Briarwood Avenue Extension Project	080	Development of Cross Pointe Addition- Briarwood Ave. Corridor, between Hoilday Hill Rd. & Avalon Dr.	$2,974,959.00	$2,974,959.00
9018	Radio System Upgrade Project	030	Citywide Public Safety & Public Works Radio Systems, Consulting for Phase 2 of Radio System Upgrade, Purchase of a P25 800 MHz Simulcast Trunked Land Mobile Radio System for Communication & Information Systems Department	$10,060,080.00	$6,027,614.02
9019	Terminal Vehicle Parking Expansion	500	Terminal Vehicle Parking Expansion at Midland International Airport	$1,996,555.00	$384,082.42
9023	T-Bar Additional Supply Project	300	Water Supply District #1- Design of a Well to be Drilled into the Captian Reef Complex Aquifer	$95,000.00	$95,000.00
9026	Animal Svc Building Renovation	090	Renovation of the Animal Services Building	$410,374.00	$148,133.47
9033	Vineyard Addition Developer Agreement	080	Vineyard Addition- Westside of Holiday Hill Rd., West of the Green Tree Subdivision	$321,342.00	$321,342.00
9035	Mockingbird Extension Midland-Holiday Hill Project	080	Extension & Widening of Mockingbird Lane between Holiday Hill Rd. and Midland Dr.	$457,355.00	$169,626.42
9037	Doug Russell Pool Renovations	090	Design Development, Construction Documents & Oversight for the Doug Russell Pool Renovation Project Phase II	$355,000.00	$258,275.00
9041	SCADA Engineering Services Project	300	Electonics- Control Room	$439,000.00	$37,275.61
9043	Spraberry Effluent Pump Station	300	Design & Construction for a new Pump Station Facility at Spraberry Effluent Farm	$591,600.00	$327,200.00
9047	T-Bar Water Evaluation and Acquisition Project	300	Development of a Commericial Saltwater Disposal Well Section 7, Block 74	$3,800,000.00	$298,347.47
9049	W/WW/FH Tap Project 2	080	Water, Wastewater & Fire Hydrant Taps Project	$1,620,000.00	$107,288.98

OPEN CAPITAL IMPROVEMENT PROJECTS

9050	Water Tower Rehab Project	300	Rehabilitation of The Edgewood & Wadley Elevated Water Storage Tank	$2,409,068.75	$2,409,068.75
9054	Bill Williams Softball Complex Renovations Project	020	Build addition to Blll Williams Softball Complex Concession Building	$232,992.00	$173,352.00
9055	Belmont Addition Section 17 Project	080	Water Main Improvements to West Terminal Addition, Section 2	$29,751.00	$29,751.00
9056	Devon Addition Detention Basin Project	080	Water Distribution & Wastewater Collection Improvements to Ranch Acres Addition, Section 4	$67,433.00	$67,433.00
9057	COMPASS Labor Project	080	City of Midland Paving- Alley, Street and Sidewalk	$1,000,000.00	$684,381.92
9058	COMPASS Materials Project	080	City of Midland Paving- Alley, Street and Sidewalk	$500,000.00	$379,306.89
9060	Citywide Traffic Analysis and Implementation Project	080	Provide Engineering, Planning , Administration Services & Implementation for Citywide Traffic Analysis	$1,255,000.00	$921,533.24
9062	West Terminal Public Improvement	080	Water Main Improvements to West Terminal Addition, Section 2	$82,500.00	$92,500.00
9065	Grande Stairwell Project	620	Renovations of Two Stairwells at Grande Communications Stadium	$250,000.00	$170,480.00
9067	Covington Addition Water Improvements Project	080	Covington Addition-Northwest corner of State Highway 191 and Farm-to-Market Rd. 1788	$285,367.00	$285,367.00
9070	I-20 Business Park Infrasturcture Improvement	235	MDC	$1,580,300.00	$1,439,870.24
9071	Hogan Park Golf Course Renovation Project	090	Architectural and Engineering Services for Improvements and Renovations of Hogan Park Golf Course	$133,000.00	$39,266.50
9072	Avalon Drive Extension Developer's Agreement LP 8 Project	080	Legends Park Addition, Section 8- Avalon Drive appr. 2400 ft South of Deauville Boulevard	$124,784.00	$124,784.00
9073	SH 349 Water & Sewer Extension Project	080	Lone Star Trails Addititon- East Side og State Highway 349, appr. 1 mile North of Mockingbird Lane	$440,608.00	$440,608.00
9075	MDC Midkiff I-20 Water Main Extension & Bore Project	080	Installation of a Bore & Water Main under I-20 neare Midkiff Rd.	$300,000.00	$300,000.00

OPEN CAPITAL IMPROVEMENT PROJECTS

9076	MDC Midland I-20 Water Main Extension & Bore Project	080	Installation of a Bore & Water Main under I-20 neare Midkiff Rd.	$200,000.00	$200,000.00
9079	Field Lighting Project	090	Labour, Material, Equipment- Purhase and Installation Ball Field Lighting for Hogan Parks Fields #1, #2, #8 and Simons Field	$773,400.00	$30,825.10
9080	Fairgrounds Road Street Project	080	Widening of Fairgrounds Road from Pine Ave. to Loop 250	$4,000,000.00	$3,508,000.00
9082	2014 Playground Renovation Project	090	Purchase of Playground & Recreational Equipment, Labour, Material and Install	$709,730.28	$709,730.28
9083	MLK Gym and Weight Room Upgrades	090	Purchase & Installation of Heating & Cooling Systems in the Gym and Weight Room at MLK	$175,000.00	$175,000.00
9084	2014-15 Mill and Overlay Project	080	2014-15 Mill and Overlay Project	$4,360,858.00	$4,360,858.00
9088	Roof Replacement Project	620	Scharbauer Sports Complex	$878,282.00	$878,282.00
9089	Section 7 Drainage Improvement Project	080	Mayfield Place	$422,210.00	$422,210.00
9090	Scale House and Entrance Facilities Project	430	Construction of a Scalehouse, Scales, Entrance Roads and a Maintainance Building	$587,500.00	$587,500.00

OPEN CAPITAL IMPROVEMENT PROJECTS

	TECHNOLOGY PROJECTS				
8814	City Wireless Project 07	030	Design & Implementation Management of Wireless Computer Netwrok within City of Midland	$170,120.00	11343.18
8983	Computer and Accessories Upgrade	030	Purchase of 200 Computers & Accessories Upgrades	$1,471,500.00	$811,099.38
8985	Central Hardware Upgrade Project	030	Purchase of Switches, Routers, Storage, Billing Printer & other Hardware necessary	$728,500.00	$443,923.63
8986	Software Upgrade Project	030	Purchase upgrades to Operating Systems, Desktop Suites & other Software necessary	$350,000.00	$27,457.64
8987	Wireless System Project	030	Purchase Radios, Access Units, Subscriber Units, Switches and equipment to improve the speed and effectiveness used by the City	$550,000.00	$297,782.59
9078	Routing Software Project	430	Purchase of Solid Wate Route Optimization Software and associated Travel and Contingencies	$98,200.00	$98,200.00

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MIDLAND

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SECTION XV

APPENDIX

ORDINANCE NO. 9311

AN ORDINANCE OF THE CITY OF MIDLAND PROVIDING FUNDS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015, BY APPROVING THE BUDGET FOR SAID PERIOD AND APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES AND UNAPPROPRIATED FUND BALANCE OF THE CITY OF MIDLAND FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS TO THE CITY; AND ORDERING PUBLICATION

WHEREAS, as required by Article IV, Section 14, of the City Charter, the City Manager has prepared and submitted to the City Council a Budget Estimate of expenditures and revenues of all City departments, activities, and offices for the year beginning October 1, 2014, and ending September 30, 2015; and

WHEREAS, said Budget has been filed with the City Secretary of the City of Midland, Texas, as required; and

WHEREAS, notices of a public hearing upon said Budget have been duly and legally made; and

WHEREAS, said public hearing has been held and full and final consideration given said Budget; and

WHEREAS, the City of Midland is a municipality participating on a full-salary basis in the several programs presently operated by the Texas Municipal Retirement System; and

WHEREAS, the City Council is of opinion that it is to the best interest of the City that employees and annuitants whose last covered employment under the System was as an employee of the City shall participate in the Supplemental Death Benefits Fund operated by said System;

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

SECTION ONE. That for the purpose of providing the funds necessary and proposed to be expended in the Budget of the City of Midland for the fiscal year beginning October 1, 2014, and

ending September 30, 2015, the Budget prepared by the City Manager and submitted to the City Council for its consideration and approval is hereby approved, and the available resources and revenues of the City of Midland as set forth in said Budget for said fiscal year, are hereby appropriated and set aside for the maintenance and operation of the various departments of the Government of the City of Midland, together with the various activities and improvements as set forth in said Budget; and the appropriations shall be strictly applied for the uses and purposes in the respective divisions as provided for in said Budget.

SECTION TWO. That the said Budget for the fiscal year beginning October 1, 2014, and ending September 30, 2015, approved herein shall be attached to and made a part of this ordinance the same as if copied in full herein. Said Budget being on file in the City Secretary's office referenced by the number and date of this Ordinance.

SECTION THREE. That expenditures during the fiscal year beginning October 1, 2014, and ending September 30, 2015, shall be made in accordance with the summary Budget approved by this ordinance unless otherwise authorized by a duly enacted resolution or ordinance of the City of Midland and subject to the following provisions and conditions to wit:

1. That no expenditure may be made without Council approval which shall increase the total appropriation for any one Fund.

2. That the City Manager may make amendments to and between departments and divisions unless such amendments would increase the total appropriation within a Fund.

3. That department managers are hereby authorized to approve amendments of amounts between line items within a division if such transfers do not significantly change the work program contemplated in the approved Budget.

SECTION FOUR. During each year while there is any liability by reason of the City's Personnel Policies or Employment Agreements, the City Council shall compute and ascertain the rate and amount of ad valorem tax, based on the latest approved tax rolls with full allowance being made for tax collection, which will be sufficient to raise the money required to pay any sums which may be or become due during any such year, in no instance to be less than two percent (2%) of such obligation, together with all interest thereon, because of the obligations assumed by the City's Personnel Policies

or Employment Agreements. Said rate and amount of ad valorem tax will be ordered to be levied against all taxable property in the City for each year while any liability exists by reason of the obligations undertaken by the City's Personnel Policies or Employment Agreements, and said ad valorem tax shall be assessed and collected each year until all of the obligations incurred in the City's Personnel Policies or Employment Agreements shall have been discharged and all liability discharged.

SECTION FIVE. For the purpose of this ordinance certain words as used herein are defined as follows:

1. The term "agency" wherever used in the said Budget shall mean the same and be synonymous with the term "department" as used in the Charter, ordinances, resolutions, and other official documents and policies of the City of Midland, Texas.

2. The term "organization" wherever used in the said Budget shall mean the same and be synonymous with the term "division" as used in the Charter, ordinances, resolutions and other official documents and policies of the City of Midland, Texas.

SECTION SIX. All Departments of the City required to be established by the City Charter, State Law or Federal Law are deemed to be created.

SECTION SEVEN. That all transfers from the Water and Sewer Fund and Sanitation Fund are made in compliance with Sections 1502.057, 1502.058 and 1502.059 of the Texas Government Code.

SECTION EIGHT. That the City Manager shall give notice of water rate increases to appropriate individuals and entities as required by state law.

The above and foregoing ordinance was duly proposed, read in full and adopted on first reading, the 19th day of August, A.D., 2014; and passed to second reading on motion of Council member Lacy seconded by Council member Robnett, by the following vote:

Council members voting "AYE": Hotchkiss, Love, Sparks, Morales, Lacy, and Robnett

Council members voting "NAY": None

The above foregoing ordinance was read in full and finally adopted by the following vote, upon motion of Council member Sparks, seconded by Council member Robnett, on the 25th day of August, A.D., 2014, at a regular meeting of the City Council:

Council members voting "AYE": Hotchkiss, Love, Sparks, Morales, Lacy, and Robnett

Council members voting "NAY": None

PASSED AND APPROVED THIS 25th day of August, A.D., 2014.

/s/ Jerry F. Morales
Jerry F. Morales, Mayor

ATTEST:

/s/ Amy M. Turner
Amy M. Turner, City Secretary

APPROVED AS TO CONTENT:

/s/ Pam Simecka
Pam Simecka, Director of Finance

APPROVED ONLY AS TO FORM:

/s/ Keith Stretcher
Keith Stretcher, City Attorney

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GLOSSARY

ACCRUAL ACCOUNTING - A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

AD VALOREM - Refers to the tax assessed against real (land and buildings) and personal (equipment and furniture) property in compliance with the State Property Tax Code.

APPROPRIATION - A legal authorization made by the City Council which permits City officials to incur obligations against and to make expenditures of governmental resources.

ASSESSED VALUATION - A value established by the Midland Central Appraisal District which approximates market value of real or personal property.

BALANCED BUDGET - A balanced budget occurs when the total sum of money a government has budgeted to collect in a year is equal to the amount it has budgeted to spend on goods, services, and debt.

BOND - A written promise to pay a sum of money on a specific date(s) at a specific interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. Most commonly, these are General Obligation Bonds, Certificates of Obligation, or Revenue Bonds used for capital construction projects.

BUDGET - A financial plan, for a specified period, of operations that matches all planned revenues and expenditures with the services provided the residents of the City. The budget is approved by Ordinance and sets the legal spending limits for the fiscal year.

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 - The opening section of the budget from the City Manager which provides the City Council and the public with a general summary of the most important aspects of the budget.

BUDGET ORDINANCE - The official enactment, by City Council, to legally authorize City staff to obligate and expend resources.

CAPITAL OUTLAY - Expenditures for equipment, vehicles, or machinery, and other improvements that result in the acquisition of assets with an estimated useful life of more than one year, a unit cost of $5,000 or more, and capable of being identified as an individual unit or property.

CDBG - Community Development Block Grant - an entitlement grant used to improve slum and blight areas of the city.

CERTIFICATES OF OBLIGATION (CO) - Legal debt instruments which finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government and are financed through property tax revenues.

GLOSSARY (continued)

CITY CHARTER - The document of a home rule City similar to a constitution, which establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

CITY COUNCIL - The Mayor and six (6) Council members collectively acting as the legislative and policy making body of the City.

DEBT SERVICE FUND - A fund established to account for the accumulation of resources for, and the payment of, long-term principal and interest.

DELINQUENT TAXES - Real or personal property taxes that remain unpaid on and after February 1st of each year, and upon which penalties and interest assessed.

DEPARTMENT - A major administrative organizational unit of the City which indicates overall management responsibility for one or more divisions.

DIVISION - A basic organizational unit that is functionally unique and provides service under the administrative direction of a Department.

EFFECTIVE TAX RATE - The ad valorem tax rate which, when applied to properties existing on last year's tax roll, adjusted for changes in appraisal values and other items, would yield the same tax revenues in the current year as in the previous year.

ENCUMBRANCE - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ENTERPRISE FUND - Funds established to account for operations of the water and sewer system, sanitation, golf course and airport. These funds are operated in a manner similar to private business enterprises.

ESTIMATED REVENUE - A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

EXPENDITURE - Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

FISCAL YEAR - A consecutive 12-month period which signifies the beginning and ending dates for recording financial transactions. The City of Midland's fiscal year begins October 1 and ends September 30 of the following calendar year. This is also called the budget year.

FRANCHISE FEE - A fee paid by public service utilities for use of public property in providing their services to the citizens of the community.

FUND - An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government functions.

FUND BALANCE - The difference between governmental fund assets and liabilities. An adequate fund balance is essential for several reasons, including the need to have sufficient cash for operations prior to receipt of property tax revenues, maximization of investment earnings, maintaining a financial position favorable to strong bond ratings, and funds availability in case of emergencies or unexpected events.

GLOSSARY (continued)

FUND EQUITY - The difference between proprietary assets and liabilities.

GENERAL FUND - The fund used to account for all financial resources except those required to be accounted for in another fund. Revenues are derived from taxes, user fees and franchise fees which support general public services such as public safety, development services, and community services.

GENERAL OBLIGATION (GO) BONDS - Legal debt instruments which finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government and are financed through property tax revenues.

GRANT - A contribution by a government or other organization to support a particular function

INFRASTRUCTURE - The underlying permanent foundation or basic framework such as streets, drainage facilities, water and sewer mains.

INTERGOVERNMENTAL REVENUE - Grants, entitlements and cost reimbursements from another federal, state or local governmental unit.

INTERNAL SERVICE FUND - These funds account for the financing of goods or services provided by one City department to other departments of the governmental unit on a cost reimbursement basis. The Garage Fund and Warehouse Fund are operated as internal service funds in the City of Midland.

INTEREST EARNINGS - The earnings from available funds invested during the year.

LEVY - To impose or collect by legal authority vested in the City Council.

LONG TERM DEBT - Debt with a maturity of more than one year after the date of issuance**.**

MAINTENANCE - All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems, and land.

MANDATE OR MANDATED EXPENSES - Any expense relating to an authoritative command or instruction. Refers to the federal and state mandates governing municipalities, such as Subtitle D relating to landfill operations.

MODIFIED ACCRUAL ACCOUNTING - A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred. i.e., as in the General Fund.

NET POSITION (FUND EQUITY) - The noncapital portion of proprietary fund net position, including both restricted and unrestricted net position.

ORDINANCE - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a State statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PERSONNEL SERVICES - The costs associated with compensating employees for their labor. This includes salaries and fringe benefits.

GLOSSARY (continued)

PROPERTY TAXES - Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties, and interest on delinquent taxes. Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

RESERVE - An account used to indicate that a portion of a fund balance is restricted for a specific purpose.

REVENUE - Funds that the government receives as income.

REVENUE BONDS - A legal debt instrument which may be used to finance projects for enterprise funds. Revenues from the borrowing fund are pledged to pay principal and interest of the bonds.

TAX BASE - The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board. The tax base represents net value after all exemptions.

TAX RATE - The tax rate consists of two components, maintenance/operations and debt service, and is adopted by Ordinance by the City Council after a public hearing.

ACRONYMS

ACM	Assistant City Manager
ADA	Americans with Disabilities Act
APB	Accounting Principles Board
ATC	Advanced Technology Center
CAF	Commemorative Air Force
CAFR	Comprehensive Annual Financial Report
CALEA	Commission on Accreditation for Law Enforcement Agencies
CDBG	Community Development Block Grant
CIP	Capital Improvement Program
CISD	Communications and Information Systems Department
CM	City Manager
C.O.	Certificate of Obligation
COM	City of Midland
CRMWD	Colorado River Municipal Water District
DARE	Drug Abuse Resistance Education
D-FY-IT	Drug Free Youth In Texas
EDP	Electronic Data Processing
EMS	Emergency Medical Services
EPSDT	Early Prevention, Screening, Detection, Testing
FAA	Federal Aviation Administration
FASB	Financial Accounting Standards Board
FEMA	Federal Emergency Management Administration
FY	Fiscal year
GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GFC	General Services Commission
GIS	Geographic Information System
G.O.	General Obligation
GPFC	Golf Course Player Facility Charge
HUD	Housing and Urban Development
I & S	Interest and Sinking
ISM	Institute of Supply Management
LLEBG	Local Law Enforcement Block Grant

ACRONYMS (continued)

MCAD	Midland Central Appraisal District
MDC	Midland Development Corporation
MGD	Million gallons per day
M.I.S.D.	Midland Independent School District
MLK	Martin Luther King
MOHRE	Midland Odessa Health & Retirement Endeavor
MOTRAN	Midland Odessa Transportation Alliance
MOUTD	Midland Odessa Urban Transportation District
MUGS	Midland United Girls Softball
NAPM	National Association of Purchasing Management
OMB	Office of Management and Budget
PAQ	Position Analysis Questionnaire
PFC	Passenger Facility Charges
P.O.	Purchase Order
RFP	Request for Proposal
SCDC	Sports Complex Development Corporation
SWAT	Special Weapons and Tactics
TCEQ	Texas Commission on Environmental Quality
TDH	Texas Department of Health
TIRZ	Tax Increment Reinvestment Zone
TRU	Telephone Reporting Unit
UCR	Uniform Crime Reporting
UTPB	University of Texas Permian Basin
VCLG	Victims Coordinator and Liaison Grant
W&SRSF	Water & Sewer Rate Stabilization Fund
WPCP	Water Pollution Control Plant

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