



City of Seagoville, Texas

Proposed Operating Budget

October 1, 2018 – September 30, 2019



City of Seagoville, Texas
Proposed Operating Budget
October 1, 2018 – September 30, 2019

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City of Seagoville, Texas
Principal City Officials
2018 – 2019

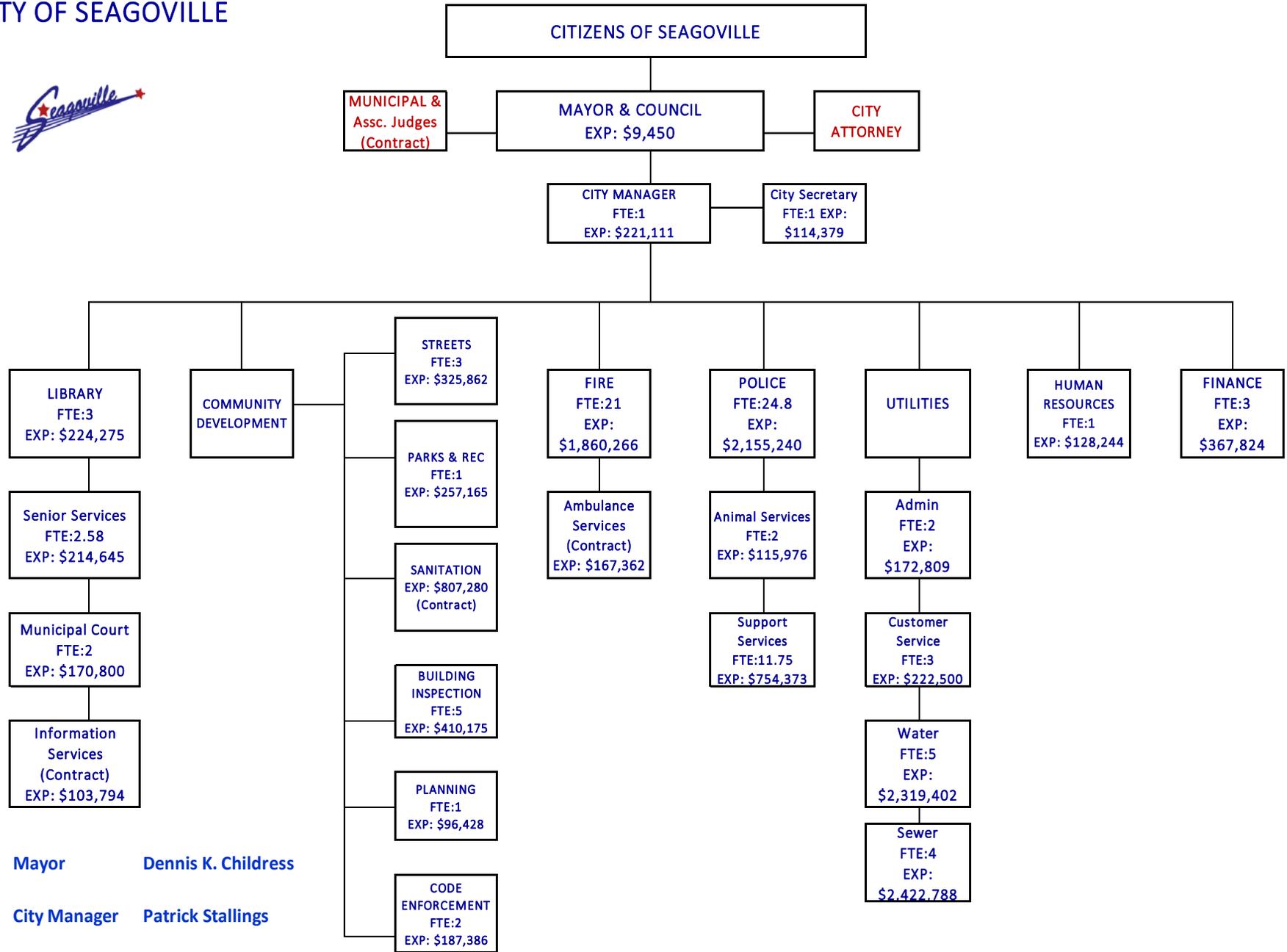
City Council

Dennis Childress	Mayor	Term Expires May, 2019
Rick Howard	Council Member, Place 1	Term Expires May, 2020
Jose Hernandez	Council Member, Place 2	Term Expires May, 2019
Harold Magill	Council Member, Place 3	Term Expires May, 2020
Mike Fruin	Council Member, Place 4	Term Expires May, 2019
Jon Epps	Mayor Pro-Tem, Place 5	Term Expires May, 2020

City Executive Staff

Pat Stallings	City Manager
Patrick Harvey	Finance Director
Ray Calverley	Police Chief
Todd Gilcrease	Fire Chief
Cindy Brown	Director of Administrative Services
Kandi Jackson	City Secretary
Liz Gant	Library Director
Phil DeChant	Water Utilities Director
Ladis Barr	Community Development Director

CITY OF SEAGOVILLE





FY 2019 BUDGET CALENDAR

March 27, 2018 April 10, 2018	Staff Budget Discussion Deadline for Projection of FY 2018 Expenditure Projections	City Staff/SEDC
May 7, 2018	Review of Mid-Year Projections and FYE Fund Balance Estimate	City Manager, Finance Director, City Council
April 29 – May 31, 2018	Department Operating Budget Preparation, Changes to Fee Schedule	City Staff/SEDC
June 2018	Budget Review – All Funds, SEDC and Fee Schedule	City Manager, Department Heads, Finance
June 11, 2018	SEDC Budget Workshop	City Manager, Finance, SEDC Board
June 18, 2018	General Fund Budget Workshop	City Manager, Finance Director, City Council
June, July 2018	Insurance Costs – TML and Health	Human Resources, Finance
July 9, 2018	SEDC Budget Approval	City Manager, Finance, SEDC Board
July 23, 2018 July 30, 2018	W&S Budget Workshop General Fund Budget Workshop	City Manager, Finance Director, Department Heads
July 29, 2018 July 31, 2018	Receive Certified Appraisal Roll Receive Truth in Taxation Calculations	Dallas/Kaufman Appraisal Districts Dallas County Tax Assessor - Collector
August 6, 2018	Budget Submitted to City Secretary and Council	City Staff/SEDC
August 6, 2018	Publish Notice of Three Public Hearings 1. Proposed Budget FY 2019 and Proposed Tax Rate (Two Public Hearings) 2. Hotel/Motel Budget and Drainage Rates (One Public Hearing)	City Secretary
August 6, 2018	Present Budget to Council (Overview), Discuss Tax Rate	City Manager, Finance Director, City Council
August 6, 2018	Resolution Accepting Tax Roll, Discuss Tax Rate and take record vote	City Council
August 20, 2018	Detailed Council Budget Workshop - All funds and SEDC	City Manager, Finance Director, City Council
August 20, 2018	First of Two Public Hearings on FY 2019 Budget and Tax Rate Public Hearing on Hotel/Motel and Drainage Rates Announcement by City Council of the date of the Meeting for the Adoption of the Tax Rate	City Council, City Secretary, City Manager, Finance Director
August 27, 2018	Second of Two Public Hearings on FY 2019 Budget and Tax Rate Announcement by City Council of the date of the Meeting for the Adoption of the Tax Rate	City Council City Secretary, City Manager, Finance Director
August 29, 2018	Publish “Notice of Vote on Tax Rate”	City Secretary
September 10, 2018	Adoption of Budget FY 2018, Tax Rate, Hotel/Motel Budget and Grants, SEDC Budget and Fee Schedule (Drainage)	City Council
September 18, 2018	Notify Tax Assessor/Collector of Tax Rate	Finance Director
October 1	Fiscal Year 2019 Begins	

City of Seagoville Financial Policies

Purpose Statement

The policies set forth below provide guidelines to enable the City staff to achieve a long-term, stable financial condition while conducting daily operations and providing services to the community. The City Manager and Senior management follow these policies while developing the annual operating budget. The scope of these policies cover accounting, auditing, financial reporting, internal controls, fiscal, financial condition and reserve, revenue management, expenditure control and capital financing/debt management.

The long-range policies regarding financial management are as follows:

1. Exercise a discipline which allows the City to retain a sound financial condition.
2. Give recognition to the community's needs and ability to pay
3. Strive to retain the best possible rating on bonds

Accounting, Auditing and Financial Reporting

Accounting – The City's Director of Finance is responsible for establishing the chart of accounts and for properly recording financial transactions.

External Auditing – The City will be audited annually by outside independent accountants (auditors). The auditors must be a CPA firm and must demonstrate experience in the field of local government auditing. They must conduct the City's audit in accordance with generally accepted auditing standards and be knowledgeable in the Government Finance Officers Association (GFOA) Certificate of Achievement Program. The City will follow a five year rotation of outside independent auditors. The audited financial statements should be prepared within 180 days after the close of the fiscal year.

External Financial Reporting – The City will prepare and publish a Comprehensive Annual Financial Report (CAFR). The CAFR will be prepared in accordance with generally accepted accounting principles and will be presented annually to the Government Finance Officers Association (GFOA) for evaluation and awarding of the Certificate of Achievement for Excellence in Financial Reporting.

Interim Reporting – The Finance Department will prepare and issue timely reports on the City's fiscal status to the Mayor/Council and staff. This includes the following:

1. Monthly budget status reports to the City Manager and all Department Heads
2. Mid Year status report and fiscal year end projection of major funds (General and Water & Sewer funds)
3. Quarterly financial reports to Mayor and Council

Internal Controls

Written Procedures – The Director of Finance is responsible for developing written guidelines on accounting, cash handling and other financial matters which will be approved by the City Manager. The Finance Department will assist Department Directors, as needed, in tailoring such guidelines to fit each department's requirements.

Department Directors' Responsibility – Each Department Director is responsible to the City Manager to ensure that proper internal controls are followed throughout his or her department, that all guidelines on accounting and internal controls are implemented and that all independent auditor control recommendations are addressed.

Fiscal

Balanced Budget – Current available unrestricted operating revenue shall be sufficient to support current operating expenditures. Temporary shortages, or operating deficits, can and do occur, but they are not tolerated as extended trends. Measures are developed to provide additional revenue and/or reduced expenditures to eliminate operating deficits.

Long Range Planning – The budget process will be coordinated so as to identify major policy issues for City Council consideration in advance of the budget approval date so that proper decision analysis can be made.

Fixed Assets – Such assets will be reasonably safeguarded, properly accounted for and prudently used. The fixed asset inventory will be updated regularly.

Cash Management – The City's cash flow will be managed to maximize the investable cash in accordance with the City's investment policy.

Financial Condition and Reserve

Reserve Accounts – The General Fund unreserved undesignated fund balance should be adequate to handle unexpected decreases in revenues and a reasonable level for extraordinary unbudgeted expenditures. The General Fund balance policy should also be flexible enough to allow the City to weather economic downturns without raising taxes and/or reducing vital services. The General Fund is required to maintain a minimum 60 day reserve of budgeted expenditures.

City Enterprise Funds will compensate the General Fund for the general and administrative services thereby provided such as management, finance and personnel. The City will adopt annual utility rates which will generate revenues sufficient to cover operating expenses and meet the legal requirements of bond covenants. Rates will also fund adequate capital replacement of water distribution and sewerage collection systems. The Water and Sewer Fund is required to maintain a minimum of 60 days of budgeted expenses. These reserves are needed to protect against the possibility of temporary revenue shortfalls or unpredicted one-time expenditures.

Should either the General Fund reserve or the Water and Sewer Fund reserve fall below the minimum reserve requirement, revenue raising measures or expenditure reductions will be implemented to return the General Fund reserve and the Water and Sewer Fund reserve to the minimum level no later than the end of the following fiscal year.

Reserves (fund balance) will be used only for emergencies or to reduce balances in excess of current guidelines (60 days for the General Fund and 60 days for the Water and Sewer Fund), as long as they are spent for non-recurring items.

Revenue Management

Revenue Diversification – A diversified and stable revenue system will be maintained to shelter the City from short run fluctuations in any one revenue source.

Fees and Charges – The City will maximize utilization of user charges in lieu of property taxes for services that can be individually identified and where the costs are directly related to the level of service. There will be periodic review of fees and charges to ensure that fees provide adequate coverage of costs of service.

Use of One-time Revenues – One-time revenues will be used only for one-time expenditures. The City will avoid using temporary revenues to fund mainstream services.

Use of Unpredictable Revenue – The City will try to understand its revenue sources, and enact consistent collection policies so that assurances can be provided that the revenue base will materialize according to budgets and plans. Use of unpredictable revenue will depend upon management’s determination whether the revenue is considered a one time revenue or will recur annually.

Sufficiency – The benefits of revenue shall exceed the cost of producing the revenue.

Grants – Any potential grants shall be examined for matching requirements so that the source and availability of these funds may be determined before the grant application is made.

Utility Rates – The City shall review and adopt utility rates that shall generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs.

Expenditure Control

Appropriations – The City Manager’s level of budgetary control is at the fund level for all funds. Modifications within a respective fund’s operating categories (materials, supplies and services) and/or modifications within the personnel and capital categories may be made with the approval of the City Manager. When a budget amendment among funds or departments is necessary, it must be approved by the City Council.

Purchasing – All purchases shall be in accordance with both the City’s purchasing policy and state law.

Prompt Payment – All invoices will be paid upon 30 days of receipt in accordance with state law. Procedures will be used to take advantage of all cost effective purchase discounts. Payments will be processed to maximize the City’s investable cash.

Department Directors’ Responsibility - Each Department Director is held accountable for meeting program objectives and monitoring the use of budget funds expended to ensure compliance with the annual appropriated budget approved by the City Council.

Capital Financing and Debt Management

Debt Capacity, Issuance and Management – Long term debt will not be used for operating purposes. Capital projects financed through bond proceeds shall be financed for a period not to exceed the useful life of the project. When

appropriate, self-supporting revenues will pay debt service in lieu of property taxes. The Debt Service current fiscal year debt requirement shall not exceed debt service property tax, self-supporting revenue and balances carried forward from the prior year. Unspent capital project proceeds are transferred to debt service at the completion of the capital project.

The Finance Department will monitor all City debt annually with the preparation of the annual budget. The Finance Department will diligently monitor the City's compliance to its bond covenants. The Finance Department will maintain ongoing communications with bond rating agencies about the City's financial condition and follow a policy of full disclosure on every financial report. The City has and will continue to retain a Financial Advisor in connection with any debt issuance.

City of Seagoville, Texas

Long Term Financial Strategy

Key Financial Principles

- **Make Trade-Offs**
Do not initiate major new services without either
 - ensuring that revenue to pay for the service can be sustained over time, or
 - making trade-offs of existing services.
- **Do It Well**
If the City cannot deliver a service well, the service will not be provided at all.
- **Use Unexpected One-Time Revenues for One-Time Costs or Reserves**
- **Invest in Employees**
The City will invest in employees and provide resources to maximize their productivity.
- **Contract In/Contract Out**
Consider alternative service delivery to maximize efficiency and effectiveness.
- **Selectively Recover Costs**
On a selective basis, have those who use a service pay the full cost.
- **Recognize the Connection Between the Operating Budget and the Capital Budget**
- **What Should the City Do in the Following Year's Budget When the Financial Outlook is Positive?**
 - Assess the situation
 - Maintain adequate reserves
 - Use one-time revenues only for one-time expenses
 - Use recurring revenue for recurring costs or one-time expenses
 - Stay faithful to City goals over the long run
 - Think carefully when considering revenue cuts
 - Think long term
- **What should the City Do Every Year, Whether the Financial Outlook is Positive or Negative?**
 - Increase operating cost recovery
 - Pursue cost sharing

City of Seagoville, Texas Long Term Financial Strategy Key Financial Principles

- **What Should the City Do in the Following Year's Budget When the Financial Outlook is Negative?**
 - Assess the situation
 - Use reserves sparingly
 - Reduce services
 - Continue to think carefully when considering tax increases

City of Seagoville
Combined Fund Summary
FY 2018-2019

Fund Type and Name	October 1	Total Funds			September
	Estimated Fund Balance	Total Receipts	Available	Total Expenditures	30 Estimated Fund Balance
				Transfers In (Out)	
Governmental Fund Types					
<u>General Operating Funds</u>					
General Fund	3,264,839	9,519,886	12,784,725	10,529,653	(111,446) 2,143,626
	<u>3,264,839</u>	<u>9,519,886</u>	<u>12,784,725</u>	<u>10,529,653</u>	<u>(111,446) 2,143,626</u>
<u>Debt Service Funds</u>					
General Obligation Debt Service	7,757	242,525	250,282	175,928	- 74,354
	<u>7,757</u>	<u>242,525</u>	<u>250,282</u>	<u>175,928</u>	<u>- 74,354</u>
<u>Special Revenue Funds</u>					
Police State Forfeiture	3,641	-	3,641	-	- 3,641
Police Federal Forfeiture	1,582	-	1,582	-	- 1,582
Small Grants Fund	9,454	2,000	11,454	2,500	- 8,954
Revenue Recycle Fund	1,714	500	2,214	500	- 1,714
Municipal Court Fund	34,507	9,500	44,007	7,972	- 36,035
Park Development Fund	114,500	-	114,500	-	- 114,500
Hotel Motel Fund	-	27,500	27,500	27,500	- -
Park Maintenance Fund	4,453	2,000	6,453	-	- 6,453
Street Maintenance Fund	908,881	3,630,000	4,538,881	2,680,000	431,850 2,290,731
Animal Shelter Operations	6,840	3,000	9,840	3,000	- 6,840
Animal Shelter Building	4,492	2	4,494	-	- 4,494
Vehicle Replacement	169,255	2,600	171,855	-	42,000 213,855
Technology Replacement	-	-	-	17,500	17,500 -
TCLEOSE Fund	1,417	2,000	3,417	1,000	- 2,417
Police Training Fund	4,270	2,500	6,770	2,000	- 4,770
Storm Water Fund	143,857	1,213,585	1,357,442	1,115,266	(27,600) 214,576
	<u>1,408,863</u>	<u>4,895,187</u>	<u>6,304,050</u>	<u>3,857,238</u>	<u>463,750 2,910,562</u>
Total Governmental Fund Types	<u>4,681,459</u>	<u>14,657,598</u>	<u>19,339,058</u>	<u>14,562,819</u>	<u>352,304 5,128,543</u>
Business-Type Activities					
<u>Water and Sewer Funds</u>					
Water and Sewer Operating Fund	4,540,967	6,847,227	11,388,194	6,836,001	(352,304) 4,199,889
Total Business-Type Activities	<u>4,540,967</u>	<u>6,847,227</u>	<u>11,388,194</u>	<u>6,836,001</u>	<u>(352,304) 4,199,889</u>
Total All Funds	<u>9,222,426</u>	<u>21,504,825</u>	<u>30,727,252</u>	<u>21,398,820</u>	<u>- 9,328,432</u>

NOTE:
Revenues and Expenditures do not include interfund transfers.

Position Analysis

DEPT. DEPARTMENT/TITLE	Actual 2016-2017				Projected 2017-2018				Budget 2018-2019			
	FT PERM.	PT PERM.	PT TEMP.	FTE's	FT PERM.	PT PERM.	PT TEMP.	FTE's	FT PERM.	PT PERM.	PT TEMP.	FTE's
2 City Manager	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
City Manager	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Administrative Assistant to the City Manager*	-	-	-	-	-	-	-	-	-	-	-	-
3 City Secretary	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
City Secretary	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
4 Finance Department	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Director of Finance	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Senior Accountant**	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Finance Technician	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
5 Animal Services	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Animal Services Officer	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Animal Shelter Attendant	-	2.00	-	1.00	-	2.00	-	1.00	-	2.00	-	1.00
6 Building Inspection/Building Services	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Community Development Director	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Building Inspector	-	-	-	-	0.00	-	-	0.00	1.00	-	-	1.00
Building Maintenance Technician	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Permit Technician*****	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Administrative Assistant***	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
8 Police Department	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Chief of Police	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Captain	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Sergeant	6.00	-	-	6.00	6.00	-	-	6.00	6.00	-	-	6.00
Police Officer	15.00	-	4.00	15.50	15.00	-	4.00	15.50	16.00	-	4.00	16.50
Crossing Guard	-	-	2.00	0.30	0.00	-	2.00	0.30	0.00	-	2.00	0.30
9 Planning Department	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Junior Planner	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
11 Fire Department	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Fire Chief	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Captain	3.00	-	-	3.00	3.00	-	-	3.00	3.00	-	-	3.00
Lieutenant	3.00	-	-	3.00	3.00	-	-	3.00	3.00	-	-	3.00
Fire Fighter	12.00	-	1.00	13.00	12.00	-	1.00	13.00	13.00	-	1.00	14.00
12 Municipal Court	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Court Administrator	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Court Clerk	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
13 Library	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Library Director	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Library Assistant	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Library Clerk	-	2.00	-	1.00	0.00	2.00	-	1.00	0.00	2.00	-	1.00
14 Senior Center	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Senior Center Manager	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Outreach Worker	-	1.00	-	0.75	-	1.00	-	0.75	-	1.00	-	0.75
Food Server	-	1.00	-	0.33	-	1.00	-	0.33	-	1.00	-	0.33
Building Maintenance Worker	-	1.00	-	0.50	-	1.00	-	0.50	-	1.00	-	0.50
15 Street Department	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Maintenance Worker	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Litter Crew Worker	2.00	-	-	2.00	2.00	-	-	2.00	2.00	-	-	2.00
17 Support Services	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Support Services Manager	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Dispatch Supervisor	-	-	-	0.00	-	-	-	0.00	1.00	-	-	1.00
Records Technicians	3.00	-	-	3.00	3.00	-	-	3.00	3.00	-	-	3.00
Communication Technicians	6.00	-	4.00	6.75	6.00	-	4.00	6.75	6.00	-	4.00	6.75
18 Parks Department	-	-	-	-	-	-	-	-	-	-	-	-
Director of Parks and Recreation*	-	-	-	-	-	-	-	-	-	-	-	-
Supervisor*	-	-	-	-	-	-	-	-	-	-	-	-
Crew Leader	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Maintenance Worker*	-	-	-	-	-	-	-	-	-	-	-	-
Maintenance Apprentice - Temp (Summer)*	-	-	-	-	-	-	-	-	-	-	-	-
22 Communications /IT	-	-	-	-	-	-	-	-	-	-	-	-
Director of Communications & Info. Services*	-	-	-	-	-	-	-	-	-	-	-	-
23 Human Resources	1.00	-	-	1.00	-	-	-	-	-	-	-	-
Director of HR/Risk Manager	1.00	-	-	1.00	-	-	-	-	-	-	-	-
Director of Administrative Services*****	0.00	-	-	0.00	1.00	-	-	1.00	1.00	-	-	1.00
25 Code Enforcement	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Senior Code Enforcement Officer	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
Code Enforcement Officer	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
General	75.00	7.00	11.00	81.13	75.00	7.00	11.00	81.13	79.00	7.00	11.00	85.13

Position Analysis

		Actual 2016-2017				Projected 2017-2018				Budget 2018-2019			
DEPT.	DEPARTMENT/TITLE	FT PERM.	PT PERM.	PT TEMP.	FTE's	FT PERM.	PT PERM.	PT TEMP.	FTE's	FT PERM.	PT PERM.	PT TEMP.	FTE's
5	W & S Administrative												
	Director of Water Utilities*****	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
	Operations Support Technician	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
10	Water Services Department												
	Assistant Director of Water Utilities*****	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
	Water Crew Leader****	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
	Maintenance Worker	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
	Meter Service Technician	2.00	-	-	2.00	2.00	-	-	2.00	2.00	-	-	2.00
20	Sewer Services Department												
	Maintenance Worker	4.00	-	-	4.00	4.00	-	-	4.00	4.00	-	-	4.00
30	Customer Service Department												
	Customer Service Manager	1.00	-	-	1.00	1.00	-	-	1.00	1.00	-	-	1.00
	Customer Service/UB Technician***	2.00	-	-	2.00	2.00	-	-	2.00	2.00	-	-	2.00
	Water and Sewer	14.00	-	-	14.00	14.00	0.00	0.00	14.00	14.00	0.00	0.00	14.00
	Total	89.00	7.00	11.00	95.13	89.00	7.00	11.00	95.13	93.00	7.00	11.00	99.13

* Authorized, but not funded in FY 2015, 2017 or 2018

** The Assistant Director of Finance was replaced by the Senior Accountant in FY 2017

*** Moved one UB Technician to Adm Assistant - Building Inspection/ Building Services. Position filled by a part time person in FY 2016 and filled by a full time person in FY 2017

**** Position reclassified in FY 2017 from Water Supervisor to Water Crew Leader

***** Director of Public Works and Assistant Director of Public Works reclassified to Director of Utilities and Assistant Director of Utilities in FY 2017

Added permit technician to Building Inspection in FY 2017

Position title changed from Human Resources Director to Director of Administrative Services during FY 2018



City of Seagoville, Texas

GOALS

2018 – 2019

Enhance the Quality of Life in Seagoville

*Develop Collaborative Efforts in Community and Economic
Development*

*Maintain the City of Seagoville as a Safe, Clean and Attractive
Community*

Maintain a Quality Workforce for Employees

Transparent and Responsive Governance and Business Services



GOALS and FY 2019 Increase Service Levels (ISL)

Enhance the Quality of Life in Seagoville

Accomplishments

- Street Maintenance program
- Upgrades to Animal Control facility
- Installation of a new camera system and camera server at City Hall

FY 2019 Recommendations

Host the City's first CIVIC Academy. This program is designed to educate participants about the operations of the City, including but not limited to Parks, Streets, Planning and Zoning, Water, Sewer, Library Services, Fire and Administration.

Keep Seagoville Beautiful Funding

Coffee and Doughnuts for City Hall visitors

Funding for Street Maintenance Projects

- General Fund recommended resources \$431,850
- Proposed debt funding provided \$3,600,000



Develop Collaborative Efforts in Community and Economic Development

Accomplishments

- Walking trail lighting at C.O. Bruce Park
- Installation of scoreboards at Bearden Park and C.O. Bruce Park
- Seagofest, Mayfest, July 4th Celebration
- Entered into an agreement with Crandall/Combine soccer associations for youth and adult soccer leagues

FY 2019 Recommendations

Propose funding of \$100,000 from Seagoville Economic Development Corporation for acquisition of City Hall LED sign.

Funding from Hotel/Motel Tax Revenues to assist Chamber in annual community celebration events along with staff assistance from Police, Fire, Community Development and Utilities.

Acquire mapping software and plotter for the City planning technician.



Maintain the City of Seagoville as a Safe, Clean and Attractive Community

Accomplishments

- Texas Police Chief's Accreditation of Seagoville Police Department
- Acquisition of Command Vehicle for Fire Department
- Continued funding of Two Person Sanitation Crew

FY 2019 Recommendations

Police

Patrol division purchase of 2019 Chevrolet Tahoe including equipment and maintenance

Hiring and outfitting an additional detective

Additional handguns, shotguns and rifles

Animal Control

New animal identification microchipping program

Support Services

Acquisition of new radio system on 700 radio frequency, including repeaters, antennas, consoles, portable and mobile radios for both Police and Fire

Addition of a Dispatch Supervisor position



*Maintain the City of Seagoville as a Safe, Clean and Attractive
Community*

FY 2019 Recommendations

Fire

Construction of a second fire station
Additional full time staff
Refurbishment of Fire engine 1

Building Inspection

Hiring an additional building inspector
Acquiring a 2019 Chevy Crew Cab



Maintain a Quality Workforce for Employees

FY 2019 Recommendations

3% salary increase for City staff

Establish and implement new employee orientation program

Implement online application process

Host retirement benefit informational class for employees



Transparent and Responsive Governance and Business Services

Accomplishments

- Government Finance Officers Association (GFOA) recognition of Annual Budget document, Comprehensive Annual Financial Report and Popular Annual Financial Report

FY 2019 Recommendations

Continue providing resources for vehicle replacement, street maintenance and information technology replacement

Maintain General and Utilities reserves within Council expectations

Provide additional funding for 3rd party management of Information Technology

Continue funding for 3rd party management of City's website

Website redesign and an additional layer of email security



Proposed Patrol Vehicle – Exterior View





Proposed Patrol Vehicle – Interior View





Proposed Detective Vehicle





Proposed Chevrolet Double Cab Truck – Building Inspection



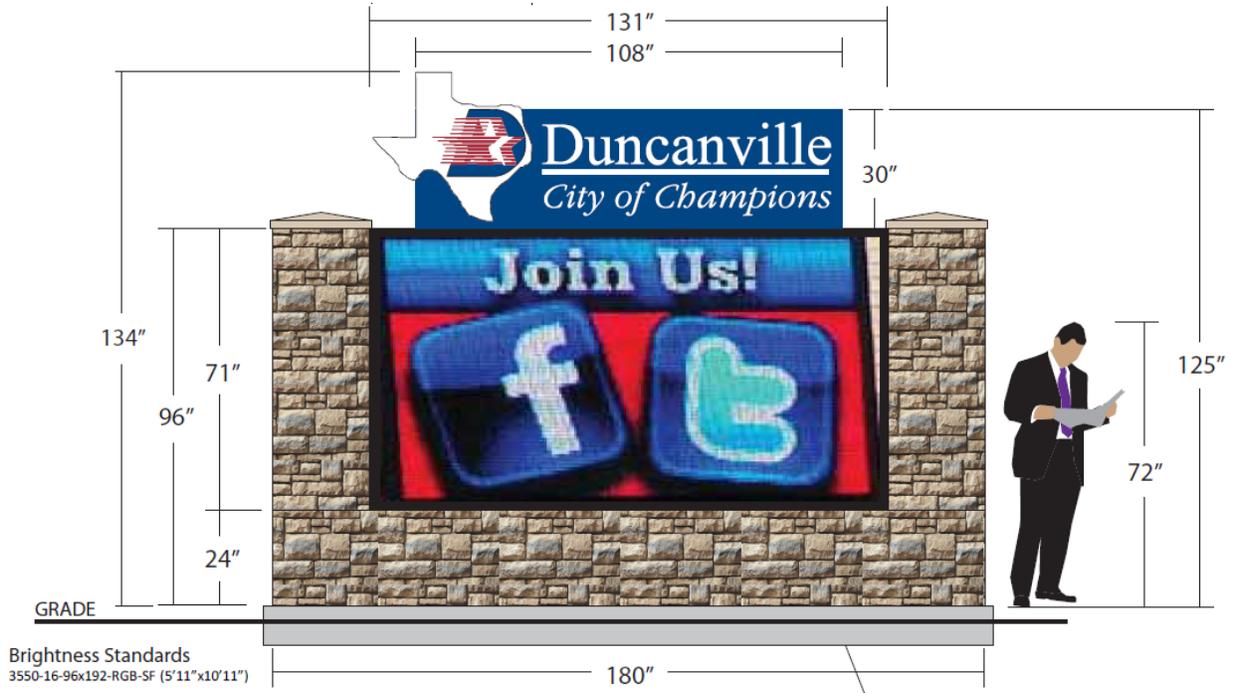


Planning equipment - large format plotter/scanner/copier



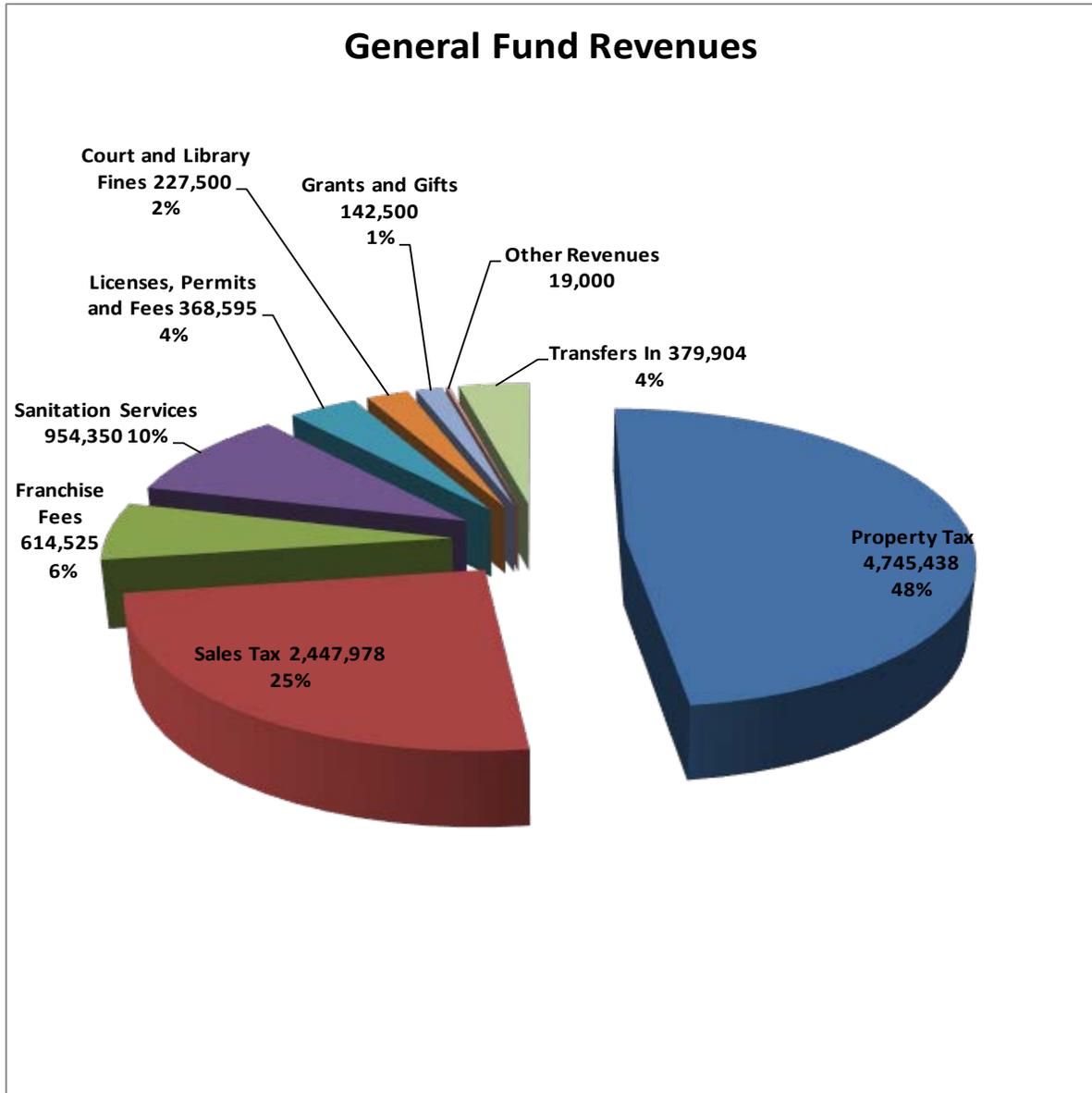


Proposed LED sign





GENERAL FUND REVENUES



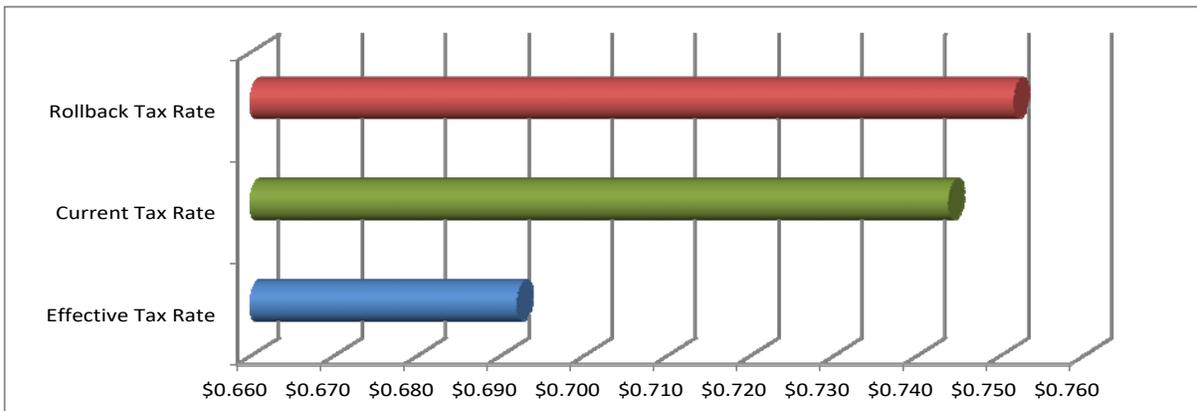
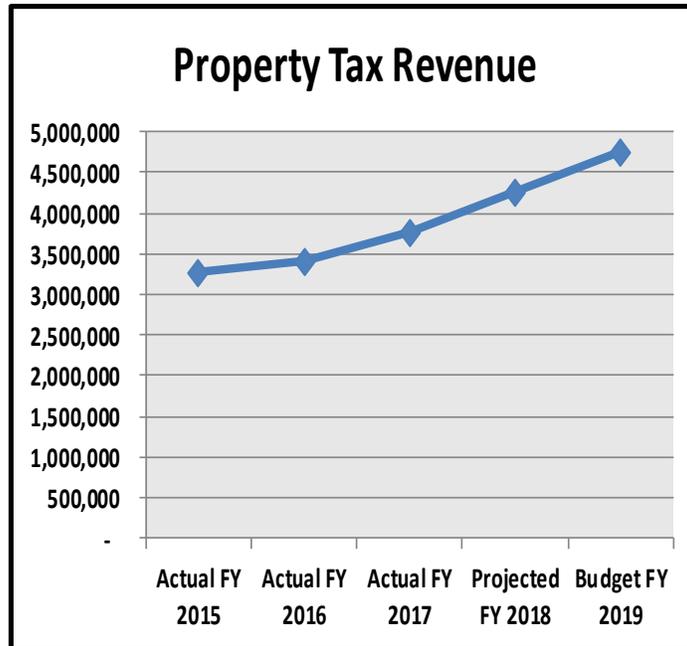


Property Taxes represent 48% of total budgeted revenues. Property taxes are levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within the City. Assessed values represent the appraised value less applicable exemptions. Appraised values are established by the Dallas Central Appraisal District and the Kaufman County Appraisal District at 100% of market value and certified by the Chief Appraisers of each district. The 2018 estimated taxable value of \$668,284,145 is a 10% increase from the 2017 certified taxable value of \$607,531,041. Staff is proposing a property tax rate of \$0.743800 per \$100 of valuation. **This tax rate is unchanged from the prior fiscal year tax rate** of \$0.743800 per \$100 of valuation. There are two components of the tax rate. The first component is for maintenance and operations (M&O) while the second component relates to debt service interest and sinking fund requirements. Staff is proposing a tax rate of \$0.707498 for operations and maintenance, which is **unchanged from the previous fiscal year**. The operations and maintenance portion of the property tax is collected through the General Fund. Staff is proposing a tax rate of \$0.036302 for debt service interest and sinking fund requirements, which is collected through the Debt Service Fund. **This is unchanged from last year**. Taxes for the current year are due and payable in full on October 1, and are delinquent if not paid on or before January 31. State law requires that a penalty be charged on taxes paid after January 31. Delinquent taxes are subject to a 6% penalty and 1% interest. Delinquent taxes not paid before July 1 become subject to an additional 15% penalty.



Property Taxes

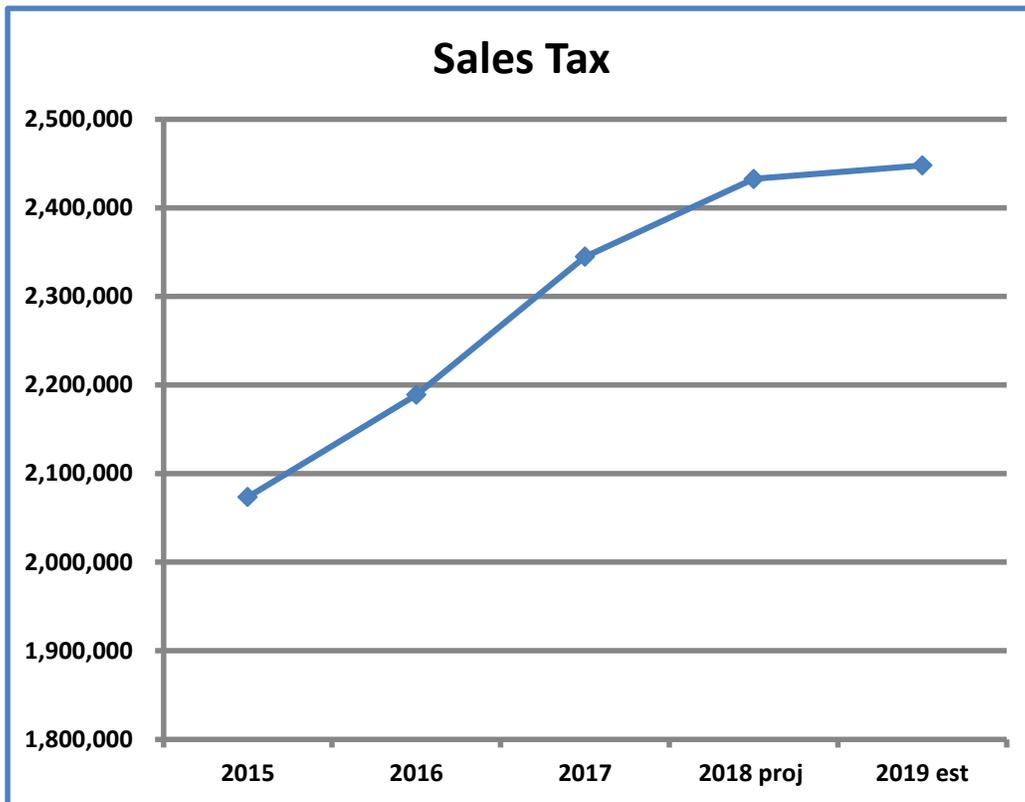
Actual FY 2015	Actual FY 2016	Actual FY 2017	Projected FY 2018	Budget FY 2019
3,265,631	3,418,150	3,769,276	4,265,500	4,745,438





Sales Taxes represent 25% of total budgeted revenues. Sales taxes are collected by retailers and remitted to the State Comptroller's Office for the sale of goods and services within the City of Seagoville. The State returns the portion designated for the City. The City collects 2 cents of the total sales tax collected. One and one half (1.5) cents is used in the General Fund and 1/2 cent is used for the Seagoville Economic Development Corporation. Sales taxes are estimated to experience an estimated 6% increase in FY 2019, due to the presence of new retail companies.

The following chart provides a five year sales tax history for the city of Seagoville:

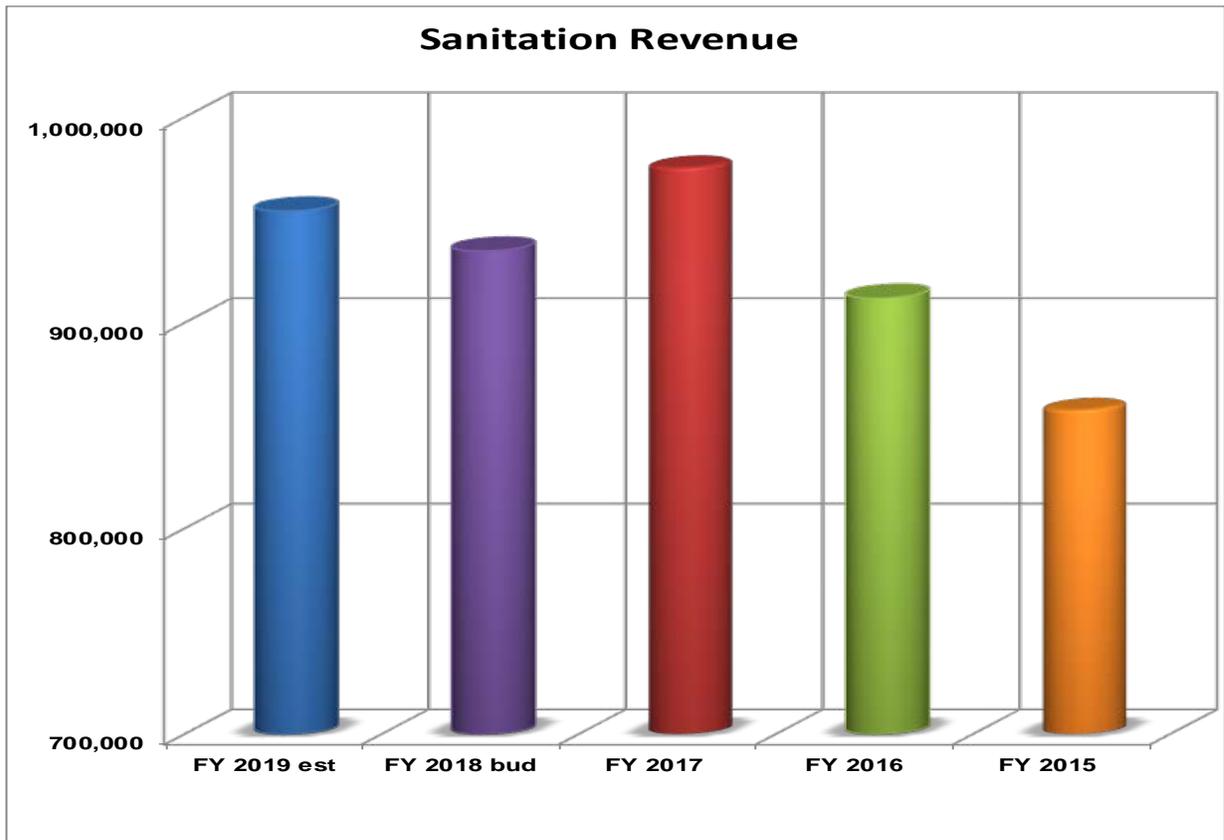


Fiscal Year	2015	2016	2017	2018 proj	2019 est
Sales Tax	2,073,504	2,189,064	2,344,995	2,432,686	2,447,978



Sanitation revenue represents 10% of total budgeted revenues. Sanitation revenue is billed to residential and commercial customers monthly as part of the City's water & sewer bill. Sanitation services are conducted in Seagoville by Republic Services. Republic provides weekly trash collection, bi-weekly recycle collection, and monthly bulk collection. Recycled items include aluminum cans, grocery bags, plastic bottles and containers, chipboard and box board, steel and tin cans, newspaper, cardboard, glass, magazines, catalogs, empty aerosol cans, phone books, and paper egg cartons. Sanitation revenue is estimated to experience a 2% increase over the FY 2018 budget estimate, based on current trend in account growth.

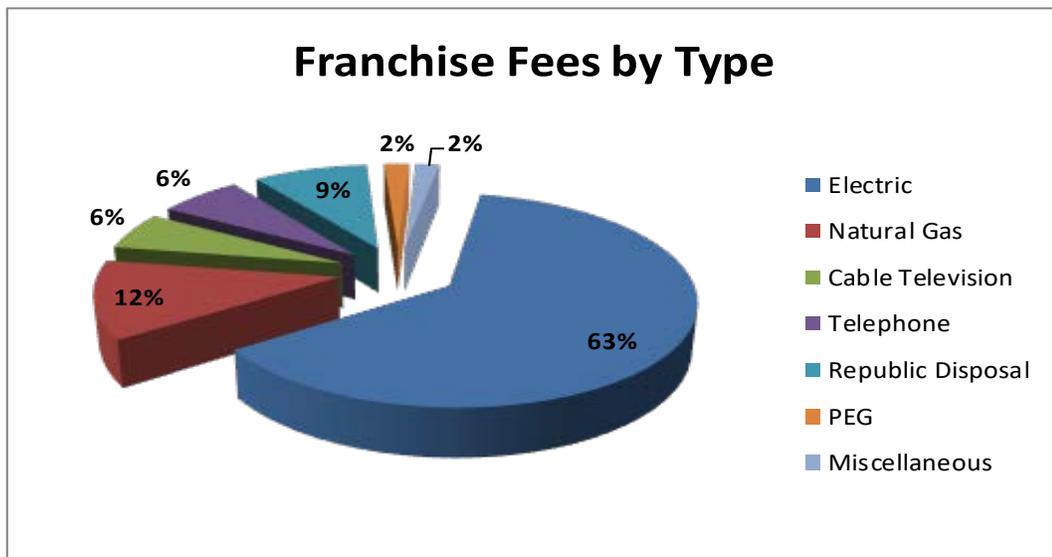
The following chart illustrates a five year sanitation revenue history for the city of Seagoville:





Franchise Fees are charged to specific businesses that conduct business in the City of Seagoville. Utilities (electric, water, sanitation, telephone, gas and cable) that operate in the City pay this fee for their use of the City's right of way to conduct their business. Franchise fees are based on a percentage of gross receipts. Projections are conservatively based on historical trends. Franchise fees for the 2019 fiscal year are estimated to be approximately \$614,525, a reduction of \$22,975 from the FY 2018 budget of \$637,500. This is due to a reduction in the estimate in the telephone and natural gas franchises.

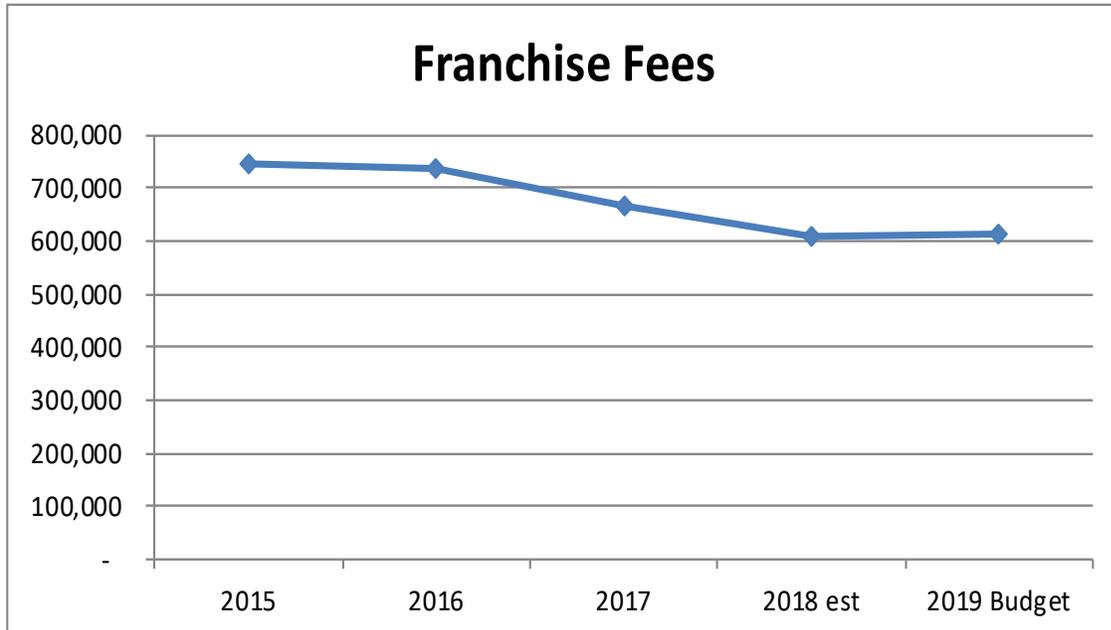
The composition of the FY 2019 franchise fees for the city of Seagoville appears below:



Electric	385,000	63%
Natural Gas	75,000	12%
Cable Television	36,000	6%
Telephone	40,000	7%
Republic Disposal	55,000	9%
PEG	12,000	2%
Miscellaneous	11,525	2%



The following chart provides a five year franchise revenue history for the city of Seagoville:

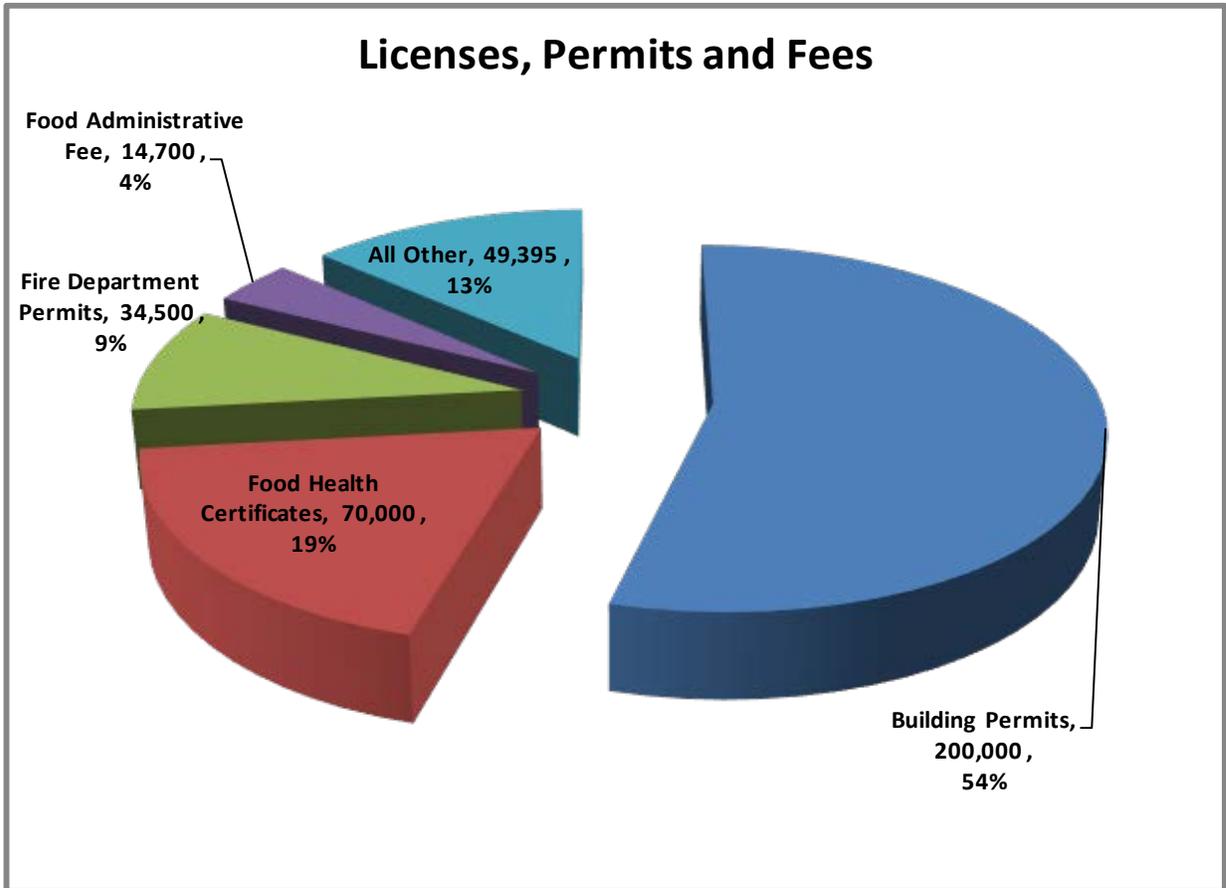


Fiscal Year	2015	2016	2017	2018 est	2019 Budget
Franchise Fees	745,813	736,978	665,720	610,510	614,525

Licenses, Permits and Fees are fees generated from city oversight of a multitude of community development activities. These fees are classified into five categories for the sake of analysis: Building permits, Food health certificates, Fire department permits, Food administrative fees and other fees. We have experienced heightened activity of new home construction in Seagoville the past two fiscal years. However, due to rising interest rates and rising new home inventories in the Dallas region, the estimate for building permits revenue is reduced \$50,000 over the FY 2018 budget.

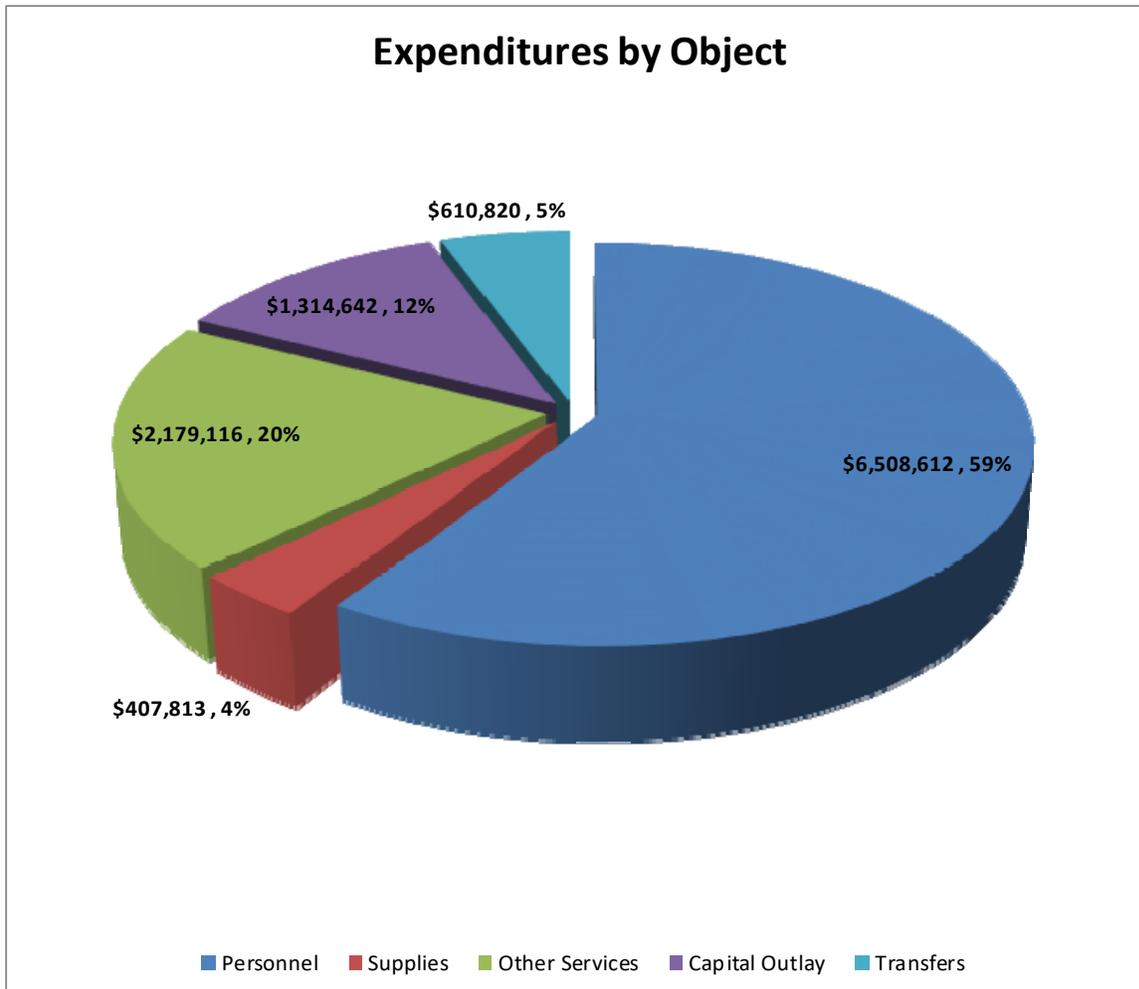


The FY 2019 budget estimate for Licenses, Permits and Fees appears below:





GENERAL FUND EXPENDITURES



Personnel is the largest category of General Fund expenditures and incorporates the following

- Additional Police Detective (\$64,506), Firefighter (\$64,252), Dispatch Supervisor (\$62,379), Building Inspector (\$62,378) and full year funding of the Community Development Administrative Assistant position (\$49,209)
- 3% salary increase for City staff (\$111,651)
- An increase in employer contributions to TMRS (\$45,824)



GENERAL FUND EXPENDITURES

Supplies and Other Services budgets are proposed to change with the recommendations of Increased Service Levels listed on the General Fund Financial Summary.

Capital Outlay recommended Increased Service Levels total \$1,260,093. Staff's recommended funding source for these acquisitions is the General Fund Reserve.

INCREASED SERVICE LEVELS
General Government
2019 BUDGET

Department	No.	Title	Amount Requested	Recommended Ongoing Expenditures	Recommended One Time Use of Fund Balance	Bond Funded	On The List Ongoing (UNFUNDED)	On the List Use of Fund Balance (UNFUNDED)
Fire	A	Construction of new Fire Station "Station 2"	935,000		935,000			
	B	Additional Staff- Full time	62,523	64,252				
	C	Part Time Staff (Does not Include FICA)	37,150				37,150	
	D	Additional Staff- Inspector	1,200				1,200	
	E	Emergency Medical Services	3,282					
	F	Engine 1 refurbishment	32,500		32,500			
	G	Bunker Gear- Safety Equipment	3,000		3,000			
	H	Rope Rescue Training	1,500				1,500	
	I	Technical Rope Rescue Gear	1,000		1,000			
	J	Safety vests, vest inserts & helmets in case of Active Shooter event	4,018				4,018	
	K	Overtime	30,000				30,000	
Animal Control	A	Microchips	4,518	4,518				
	B	Facility Interior Lighting - Switch to all LED	6,550		6,550			
Police	A	Additional Staff- Detective	62,523	64,506				
	A	Uniforms, Equipment for Detective	6,680	6,680				
	A	Safety Equipment for Detective	1,190	1,190				
	A	Training for Detective	500	500				
	A	Estimated Cost of New Detective Vehicle	68,490	650	42,000			
	A	Police Facility Interior Lighting	6,000				6,000	
	A	Eight Additional Handguns	3,478		3,478			
	B	Five Additional Shotguns and Mounts	3,120		3,120			
	C	Seven Additional Patrol Rifles	8,800		8,800			
	D	Three X-26P Tasers	3,435		3,435			
	E	Ammunition	1,350	1,350				
	D	New Detective Computer and CJIS Compliant Tablet	4,500		4,500			
	C	Communications for New Detective	1,308	1,308				
	B	Police/Holding Facility Plumbing	5,000				5,000	
C	Roll up Doors Maintenance	5,000				5,000		
B	2 Additional Vehicles- 2019 Chevy Tahoe	66,876		33,438			33,438	
B	Equipment for two 2019 Chevy Tahoe's	70,104		35,052			35,052	
Support Services	A	Public Safety Radio System	1,400,000			1,400,000		
	B	Requesting a Dispatch Supervisor Position	49,920	62,379				
Senior Center	A	Janitorial (Expect reimbursement from DCAAA)	1,000	1,000				
	B	Building Maintenance (Expect reimbursement from DCAAA)	2,000	2,000				
	C	Training (Expect reimbursement from DCAAA)	500	500				
	D	Travel/Training (Expect reimbursement from DCAAA)	5,000	5,000				
	E	Senior Transport Vehicle Paratransit (14 passenger van)	62,350					62,350
	E	Vehicle maintenance & insurance for 14 passenger van	4,310					4,310
E	Fuel for 14 passenger van	4,300					4,300	
Planning	A	AutoCad Desktop Single Use Mapping Software & Maintenance OK to Purchase in FY 2018						
	B	Plotter & Maintenance	10,455		10,455			10,455
	C	Plotter Ink	800	800				800
	D	ARCGIS Desktop Single Use Mapping Software & Maintenance	7,340		7,340			7,340
Information Technology	A	Increase for IT management	11,580	11,580				
	B	Increase for Civic Plus	335	335				
	C	2017 Website Redesign Annual Fees	5,400	5,400				
		Per Liz this is a three year commitment for this project. After FY 20, the City can choose to do another redesign project						
	D	Senior Center Firewall Annual fee for updating & licensing	400	400				
	D	Fire Department Firewall Annual fee for updating & licensing	400	400				
	D	Service Center Firewall Annual fee for updating & licensing	400	400				
E	Layered Email Security	3,600	3,600					
Community Development		FY 2019 Street Reconstruction Program				3,600,000		

Department	No.	Title	Amount Requested	Recommended Ongoing Expenditures	Recommended One Time Use of Fund Balance	Bond Funded	On The List Ongoing (UNFUNDED)	On the List Use of Fund Balance (UNFUNDED)
City Council	1							
City Secretary	A	Laserfiche Program annual support	2,955	2,955				
	A	Charter Election in November	15,000		15,000			
Finance	A	Software License -ClearRec (Bank Reconciliation Software)	1,195	1,195				
Parks	A	Football Scoreboards for Bruce Park and May Road	54,000					54,000
	B	Sink for Petty White Park	13,118					13,118
	C	City Hall LED Sign (Funded by SEDC)	100,000		100,000			
	D	Sink for Bruce Park	4,435					4,435
Streets	A	Additional Staff- Full time laborer	37,977				37,977	
	B	BK Series All Diesel Cracker (Crack sealing machine)	75,541					75,541
	C	2018 Leeboy L250T Trailer mounted Asphalt Distributor	15,025					15,025
	D	2018 Leeboy 1000G Track Paver	81,561					81,561
Nondepartmental		Fiber Internet Connectivity	9,888	9,888				
Building Insp & Serv	A	Additional Staff (Building Inspector)	62,456	62,456				
	B	2019 Chevy Crew Cab for Building Official	32,181					32,181
	B	Gas & Maintenance for 2019 Chevy Crew Cab	1,000					1,000
	C	2019 Chevy Double Cab for Building Inspections	30,425		30,425			
	C	Gas & Maintenance for 2019 Chevy Double Cab	1,000	1,000				
	D	3 Component Sink for Senior Center	4,435					4,435
	E	Uniforms for Building Official	1,000	1,000				
	F	Carpet for City Hall	42,398					42,398
	G	Pavers	9,873					9,873
Municipal Court	A	Tyler Technologies Cost Increase (Court Technology Fund)						
	B	Tyco Integrate Security	175	175				
Library	A	Library Programming (Usually funded by Wal-Mart Grant)	400	400				
		TOTAL GENERAL FUND	3,606,723	317,817	1,275,093	5,000,000	127,845	491,612

**CITY OF SEAGOVILLE
GENERAL FUND FINANCIAL SUMMARY**

	Actual 2016-2017	Adopted 2017-2018	FYE Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$3,172,548	\$3,654,589	\$3,654,589	\$3,264,839
Revenues				
Property Tax	\$3,769,276	\$4,011,440	\$4,265,500	\$4,745,438
Sales Tax	2,344,995	2,293,470	2,432,686	2,447,978
Franchise Fees	665,720	637,500	610,510	614,525
Sanitation Services	975,394	934,920	1,019,060	954,350
Licenses, Permits and Fees	527,895	411,395	413,196	368,595
Court and Library Fines	238,283	192,500	192,500	227,500
Grants and Gifts	58,606	29,000	113,865	142,500
Other Revenues	17,364	8,500	19,000	19,000
Quint Acquisition Loan	891,933	-	-	-
Transfers In	379,904	379,904	379,904	379,904
Total Revenues	\$9,869,370	\$8,898,629	\$9,446,221	\$9,899,790
Total Available Funds	\$13,041,918	\$12,553,218	\$13,100,809	\$13,164,629
Expenditures				
General Government	891,082	881,240	904,135	944,802
Public Safety	4,224,020	4,664,061	4,609,390	5,053,217
Community Services	1,274,196	1,305,260	1,349,714	1,417,000
Community Development	1,201,331	1,167,120	1,149,540	1,277,016
Non-Departmental	350,849	347,598	342,673	391,055
Tuition Reimbursement Program	-	-	-	15,000
Quint Debt Service	72,000	72,000	72,000	72,000
Reserve for Capital Expenditures	12,337	12,000	12,000	12,000
Transfer to Street Maintenance Fund	120,000	431,850	431,850	431,850
Transfer to IT Replacement Fund	-	17,500	17,500	17,500
Total Operations	\$8,145,816	8,898,629	\$8,888,802	\$9,631,440
Increase (Decrease) in Fund Balance	\$1,723,553	\$0	\$557,419	\$268,350
One Time Use of Fund Balance	\$ 1,241,513	\$ 976,456	\$ 947,169	\$ 1,389,563
Ending Fund Balance	\$3,654,589	\$2,678,133	\$3,264,839	\$2,143,626
Required Fund Balance (60 Days)	\$1,339,038	\$1,462,788	\$1,461,173	\$1,583,250
Amount over Required Fund Balance	\$2,315,551	\$1,215,345	\$1,803,667	\$560,376
<i>Days of Fund Balance</i>	<i>163.8</i>	<i>109.9</i>	<i>134.1</i>	<i>81.2</i>
<i>1 day of operations</i>	<i>\$22,317</i>	<i>\$24,380</i>	<i>\$24,353</i>	<i>\$26,388</i>

Property Tax Rate	0.675800	0.707498	0.707498	0.707498
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**CITY OF SEAGOVILLE
GENERAL FUND FINANCIAL SUMMARY**

	Actual 2016-2017	Adopted 2017-2018	FYE Projected 2017-2018	Proposed 2018-2019
NOTE:				
Proposed Use of Fund Balance				
Patrol Vehicle	47,184	140,095	130,000	-
Other FY 2019 Use of Fund Balance	-	-	-	340,093
New Fire Station	-	-	-	935,000
Information Technology	-	20,853	15,130	-
Animal Services Vehicle	-	40,845	37,500	-
Street Equipment	-	161,172	161,172	-
CO Bruce Park Restroom Facility	-	90,000	-	-
Fire Station Study	-	5,500	5,500	-
Firefighting Equipment	-	91,675	91,675	-
Security Equipment	-	11,846	11,846	-
Remodel Fire Department	-	-	-	-
Transfer to Street Maintenance	142,357	300,000	300,000	-
Malloy Bridge Repair	-	-	-	-
Vehicle Replacement Fund	42,000	42,000	42,000	42,000
Laserfiche	10,977	-	-	-
Website Upgrade	19,160	-	-	-
Lien Overpayment Reimbursement	10,004	-	-	-
Acquisition of Quint Vehicle	891,933	-	-	-
Grant Funded Equipment - Police	-	-	79,875	-
Lawn Mower Acquisition	12,271	-	-	-
Refurbish Animal Control Truck	-	-	-	-
Safety Equipment (funded by grant)	14,357	-	-	-
Emergency Siren Replacement	3,800	25,000	25,000	25,000
Repayment of Loan for City Hall Roof Repair	47,470	47,470	47,470	47,470
TOTAL	1,241,513	976,456	947,169	1,389,563

**CITY OF SEAGOVILLE
GENERAL FUND
REVENUES BY CATEGORY**

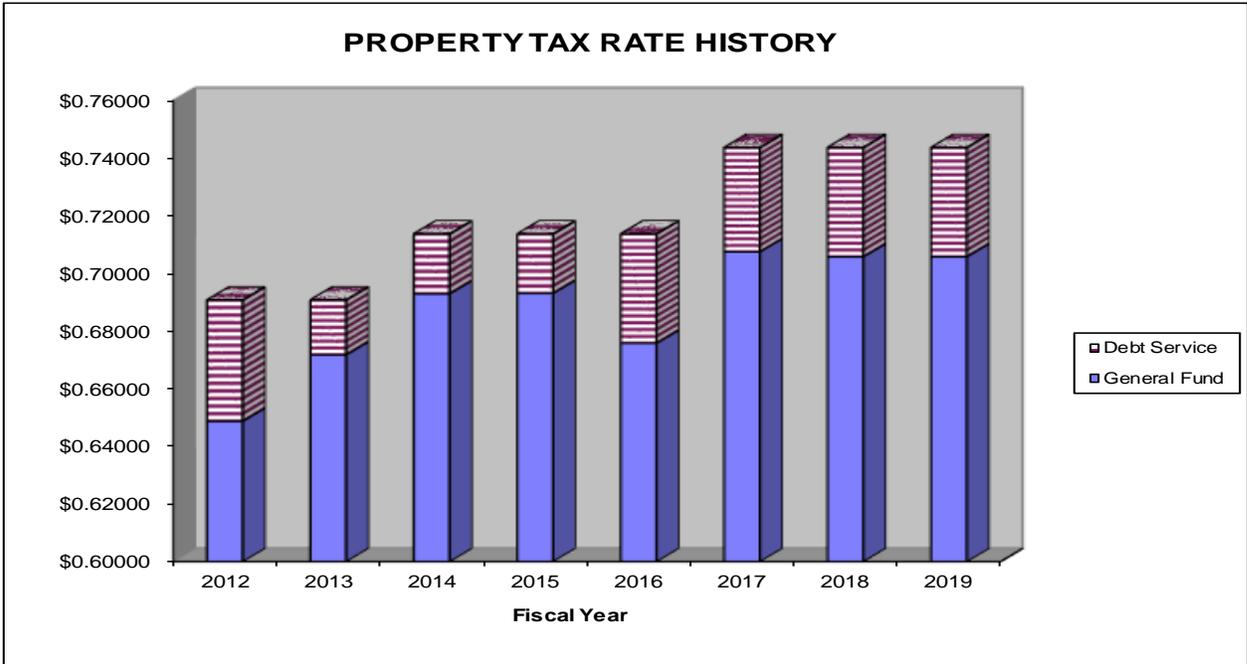
		Actual	Adopted	FYE Projected	Proposed
		2016-2017	2017-2018	2017-2018	2018-2019
REVENUES					
Property Taxes:					
9010	Current ad valorem taxes	\$ 3,643,874	\$ 3,909,440	\$ 4,025,000	\$ 4,643,438
9020	Delinquent ad valorem taxes	66,514	59,000	197,500	59,000
9030	Penalty and interest	58,887	43,000	43,000	43,000
Total Property Taxes		3,769,276	4,011,440	4,265,500	4,745,438
Sales and Use Tax:					
9040	Sales tax (Prop tax alternative)	776,286	765,020	810,921	810,921
9120	Sales tax	1,552,573	1,513,235	1,606,550	1,621,842
9121	Mixed beverage tax	16,136	15,215	15,215	15,215
Total Sales and Use Tax		2,344,995	2,293,470	2,432,686	2,447,978
Franchise Fees:					
9100	Electric	416,658	385,000	385,000	385,000
9101	Gas	74,187	85,000	76,510	75,000
9102	Cable	39,061	38,500	36,000	36,000
9103	Telephone	56,869	52,000	36,000	40,000
9104	Sanitation	55,086	55,000	55,000	55,000
9108	PEG	12,337	12,000	12,000	12,000
9110	All Other	11,522	10,000	10,000	11,525
Total Franchise Fees		665,720	637,500	610,510	614,525
Sanitation		975,394	934,920	1,019,060	954,350
Licenses, Permits and Fees					
9230	Animal Shelter	195	-	170	-
9231	Animal Shelter Donations	-	-	-	-
9240	Inspection Fees	25	-	-	-
9241	Food Health Certificates	68,190	70,000	70,000	70,000
9242	Certificate of Occupancy	6,773	6,500	6,500	6,500
9244	Food Administrative Fee	13,135	14,700	14,700	14,700
9245	Beer and Wine Permit Fees	480	450	250	250
9246	Food Handler/Manager Certification	6,335	4,500	4,500	4,750
9250	Zoning and Plat Fees	8,566	4,000	6,531	6,500
9251	Parks Development Fee	1,500	-	-	-
9260	Ball Park Fees	2,605	1,500	-	-
9270	Court Admin Fees	837	750	750	750
9280	Culvert Fees	10,560	-	650	-
9303	Administrative Fee	551	250	250	250
9311	Building Permit Fees	292,017	250,000	83,226	200,000
9314	Subdivision Inspection Fees	29,465	-	166,774	-
9315	Fire Dept Permits	46,072	30,000	30,000	34,500
9320	Misc Permits	847	750	750	750
9330	Misc Licenses	18,196	10,000	10,000	11,500
9409	Court Online Fees	883	500	650	650
9760	Burglar Alarm Fees	10,170	7,000	7,000	7,000
9770	Tower Rental Fees	10,494	10,495	10,495	10,495
Total Licenses, Permits and Fees:		527,895	411,395	413,196	368,595

**CITY OF SEAGOVILLE
GENERAL FUND
REVENUES BY CATEGORY**

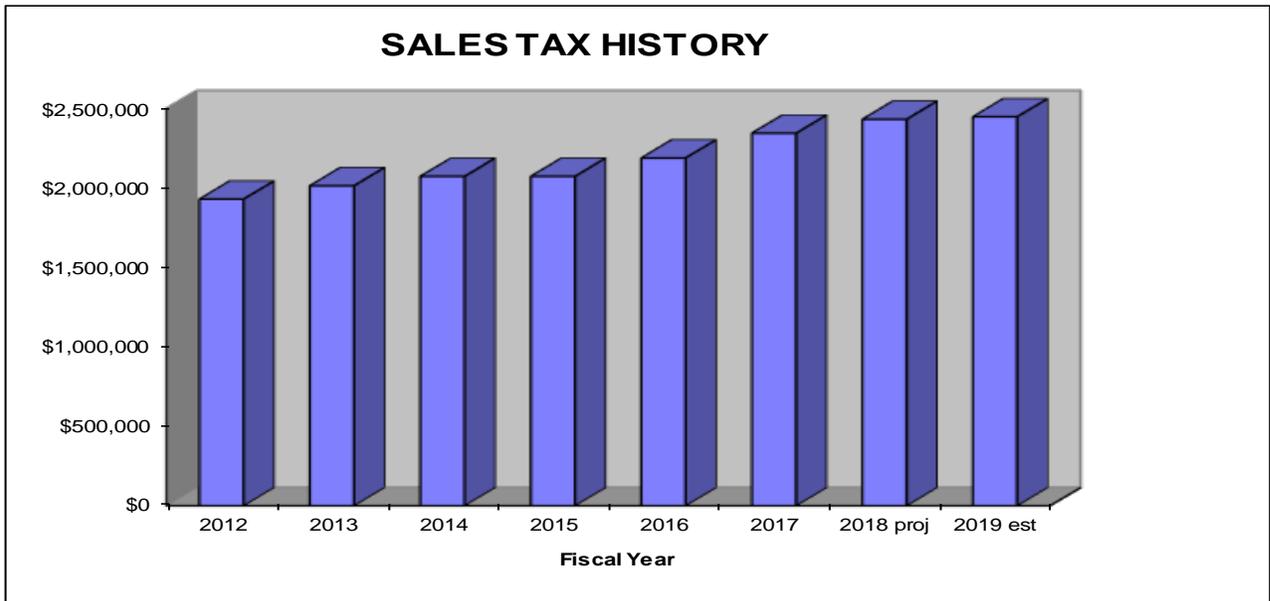
		Actual 2016-2017	Adopted 2017-2018	FYE Projected 2017-2018	Proposed 2018-2019
Court and Library Fines					
9410	Court	233,946	190,000	190,000	225,000
9420	Library	4,337	2,500	2,500	2,500
Total Fines		238,283	192,500	192,500	227,500
Grants and Gifts					
9510	Senior Grants	25,450	20,000	25,000	33,500
9515	Senior Center Adm Reimbursement	15,625	5,000	5,000	5,000
9522	Miscellaneous Contributions	-	-	-	-
	SEDC Capital Grant	-	-	-	100,000
9531	Capital Acquisition Grant	13,274	-	79,865	-
9550	Senior Part. Contrib. Meals	4,258	4,000	4,000	4,000
		58,606	29,000	113,865	142,500
Other					
9610	Interest	12,584	2,500	13,000	13,000
	Change in Prepaid Items	-	-	-	-
9730	Misc	3,296	6,000	6,000	6,000
9740	Cash Over/Short	60	-	-	-
9745	Liens	-	-	-	-
9910	Debt Proceeds	-	-	-	-
	Insurance Recovery	1,423	-	-	-
		17,364	8,500	19,000	19,000
Transfers					
9111	Franchise - Water	74,826	74,826	74,826	74,826
9112	Franchise - Sewer	79,034	79,034	79,034	79,034
9615	Drainage Fund	27,600	27,600	27,600	27,600
9620	G&A Recovery W&S	198,444	198,444	198,444	198,444
		379,904	379,904	379,904	379,904
TOTAL REVENUES		\$ 8,977,437	\$ 8,898,628	\$ 9,446,221	\$ 9,899,790

**CITY OF SEAGOVILLE
GENERAL FUND SUMMARY OF EXPENDITURES**

	Actual 2016-2017	Adopted 2017-2018	FYE Projected 2017-2018	Proposed 2018-2019
Expenditures				
City Council	\$2,956	\$9,450	\$9,450	\$9,450
City Manager	202,468	213,681	215,433	221,111
City Secretary	141,595	100,410	99,051	114,379
Information Technology	94,485	81,679	87,906	103,794
Human Resources	107,405	114,584	118,024	128,244
Finance	342,172	361,436	374,271	367,824
General Government	\$891,082	\$881,240	\$904,135	\$944,802
Police	\$1,834,112	\$2,024,940	\$1,990,046	\$2,155,240
Fire	1,523,483	1,698,473	1,725,055	1,860,266
EMS	164,005	164,080	164,080	167,362
Support Services	592,508	662,229	623,297	754,373
Animal Services	109,912	114,339	106,912	115,976
Public Safety	\$4,224,020	\$4,664,061	\$4,609,390	\$5,053,217
Municipal Court	\$ 161,003	\$ 169,508	\$ 169,178	\$ 170,800
Library	177,341	185,613	185,534	224,275
Senior Center	194,274	202,459	199,042	214,645
Sanitation	741,578	747,680	795,960	807,280
Community Services	1,274,196	\$ 1,305,260	\$ 1,349,714	\$ 1,417,000
Building Inspection and Services	\$ 247,846	\$ 342,274	\$ 341,554	\$ 410,175
Code Enforcement	165,245	181,758	190,110	187,386
Streets	493,985	317,080	306,138	325,862
Parks	218,943	241,985	240,457	257,165
Planning	75,313	84,023	71,281	96,428
Community Development	1,201,331	\$1,167,120	\$1,149,540	\$1,277,016
Non-Departmental	\$350,849	\$347,598	\$342,673	\$391,055
Quint Debt Service	72,000	72,000	\$ 72,000	\$ 72,000
Reserve for Capital Expenditures (PEG)	\$ 12,337	\$ 12,000	\$ 12,000	\$ 12,000
Total Operations	\$8,025,816	\$8,449,279	\$8,439,452	\$9,167,090
Transfers	\$120,000	\$449,350	\$449,350	\$449,350
TOTAL OPERATIONS AND TRANSFERS	\$8,145,816	\$8,898,629	\$8,888,802	\$9,616,440



Fiscal Year	2012	2013	2014	2015	2016	2017	2018	2019
General Fund	\$ 0.64872	\$ 0.67179	\$ 0.69296	\$ 0.69310	\$ 0.67581	\$ 0.70750	\$ 0.70580	\$ 0.70580
Debt Service	\$ 0.04213	\$ 0.01907	\$ 0.02084	\$ 0.02071	\$ 0.03800	\$ 0.03630	\$ 0.03800	\$ 0.03800
TOTAL	\$ 0.69085	\$ 0.69085	\$ 0.71379	\$ 0.71381	\$ 0.71381	\$ 0.74380	\$ 0.74380	\$ 0.74380



Fiscal Year	2012	2013	2014	2015	2016	2017	2018 proj	2019 est
Sales Tax	1,929,721	2,014,198	2,073,358	2,073,504	2,189,064	2,344,995	2,432,686	2,447,978



City Council

City Council

1. Legislative and policymaking body of the City.
2. Approves annual budget and sets tax rates.
3. Adopts ordinances and resolutions.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT CITY COUNCIL	01/01

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	2,956	9,450	9,450	9,450
CAPITAL OUTLAY				
PROGRAM TOTAL	2,956	9,450	9,450	9,450

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:



City Manager

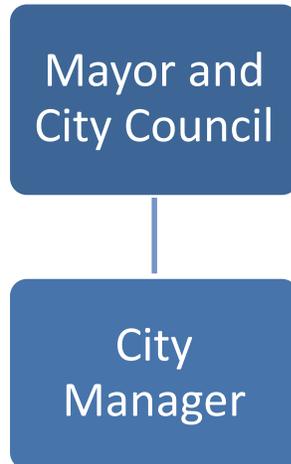
City Manager

1. Responsible for implementing and carrying out the goals & objectives set forth by the City Council.
2. Responsible for the operations of the entire City.



CITY OF SEAGOVILLE, TEXAS

City Manager



PROGRAM DESCRIPTION

The Office of City Manager is responsible for the day to day operations of the City including the hiring and supervision of all City department heads. The City Manager's office provides leadership and management in all levels of the organization.

FY 2018 ACCOMPLISHMENTS

3% pay increase for all employees

Improved funding of ongoing street maintenance program to \$431,850 and provided an additional \$300,000 in one-time funding for the street repair and reconstruction.

Established the first ever City Annual Boards and Commissions Banquet.

Maintained fund financial reserves above the guidelines set by the City Council.

Developed partnerships with engineering firm Halff and Associates to develop a Water System master plan and Storm water management plan compliance.

Provided ongoing direction to the City's economic and community development initiatives resulting in Highland Meadows Phase III, Wingstop and Shorty's Barbeque restaurants and consultation services provided by the Retail Coach firm.



FY 2018 ACCOMPLISHMENTS (continued)

Prepare and obtained approval of the FY 2018 operating budget
Established a relationship with CGI Communications for the production of five online video tours designed to enhance the visibility of the City to interested parties in the areas of education, healthy living, homes/real estate and community organizations.
Worked in conjunction with City Council and the Seagoville Economic Development Corporation to institute a downtown corridor study in cooperation with Halff Associates.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Provide leadership to the development of the City's first civic academy.

CITYWIDE GOAL (2) – FORMALLY DEVELOP COLLABORATIVE EFFORTS IN COMMUNITY AND ECONOMIC DEVELOPMENT

Facilitate continuing discussions regarding collaborative efforts with the Seagoville Economic Development Corporation concerning retail, commercial and light manufacturing opportunities.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A SAFE, CLEAN AND ATTRACTIVE COMMUNITY

Insure continued funding of the Litter Crew program.

Provide funding for major drainage projects.

Provide funding for an additional police officer, building inspector, firefighter and dispatch supervisor

CITYWIDE GOAL (4) – MAINTAIN A QUALITY WORKPLACE FOR EMPLOYEES

Conduct at least two employee appreciation picnics on the City Hall lawn.

Work to increase employee pay in the FY 2018 – 2019 budget.

CITYWIDE GOAL (5) – TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Work to maintain City Council General Fund and Water and Sewer Fund reserve requirements.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT CITY MANAGER	01/02

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	200,587	210,141	211,894	217,571
SUPPLIES				
CONTRACTUAL SERVICES	1,881	3,540	3,540	3,540
CAPITAL OUTLAY				
PROGRAM TOTAL	202,468	213,681	215,434	221,111

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
City Manager	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Personnel: Includes 3% pay increase and increase in deferred compensation.



Program: City Manager's Office

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	Yes	No	Yes
Develop Collaborative Efforts in Community and Economic Development				
Objectives				
Discussions with Seagoville Economic Development				
Indicator:				
Joint City Council/SEDC Board meetings	1	1	2	1
Maintain Seagoville As A Safe, Clean and Attractive Community				
Objectives				
Continued funding of the Litter Crew Program	Yes	Yes	Yes	Yes
Provide funding for an additional police officer, building inspector, firefighter and dispatch supervisor	NA	NA	NA	Yes
Provide funding for major drainage projects	NA	NA	NA	Yes
Maintain A Quality Workplace For Employees				
Objectives				
Conduct two employee appreciation picnics	NA	Yes	Yes	Yes
Work to increase employee pay annually	Yes	Yes	Yes	Yes
Transparent and Responsive Governance and Business Services				
Objectives				
Indicator:				
Number of Days of Fund Reserve in General Fund and Water and Sewer Fund (Council Policy = 60 Days)				
General Fund	163.8	109.9	134.6	81.2
Water and Sewer Fund	321.0	216.7	272.9	250.5



City Secretary

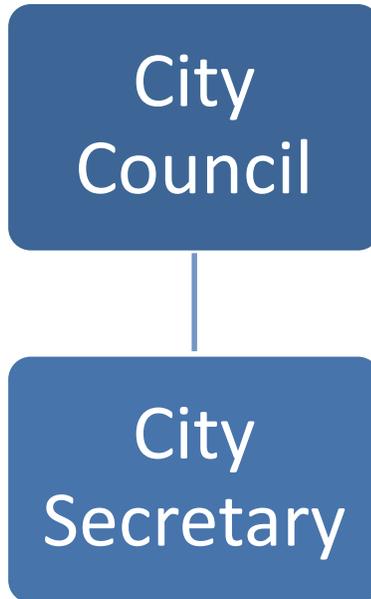
City Secretary

1. Posts notices, attends & records all Council meetings.
2. Administers elections.
3. Administers state-mandated records management program.



CITY OF SEAGOVILLE, TEXAS

City Secretary



PROGRAM DESCRIPTION

The Office of City Secretary strives to provide information and service to the citizens and the City Council by administering a state-mandated records management program, coordinating boards and commissions appointments, preparing official minutes for all Council meetings, preparing agenda packets for City Council meetings, retaining the corporate seal of the City, conducting City elections, and ensuring codification of the City's ordinances. This office also assists with special events such as receptions and also supplies secretarial and administrative support to the Mayor and City Council as needed.

FY 2018 ACCOMPLISHMENTS

- Posted agenda for all meetings occurring in FY 2017 – 2018
- Posted minutes for all meetings occurring in FY 2017 – 2018
- Successfully completed Open Records Requests
- Cancelled May 2018 local election
- Conducted Records Management Program in accordance with State law
- Organized the first annual Boards & Commissions Banquet



GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy.

CITYWIDE GOAL (5) – TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Conduct Records Management Program in accordance with State law.

Administer all City elections in full compliance with the City Charter and the Texas Election Code.

Post Council minutes on the City's website within 3 days upon approval.

Post agendas 72 hours before public meetings as required by state law.

Post approved ordinances on the City's website prior to the annual codification of the Code of Ordinances.

Fill all Public Information requests in a timely manner and in accordance to the Public Information Act.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT CITY SECRETARY	01/03

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	62,396	77,250	82,936	88,264
SUPPLIES	439	1,475	1,475	1,475
CONTRACTUAL SERVICES	78,760	21,685	14,640	24,640
CAPITAL OUTLAY				
PROGRAM TOTAL	141,595	100,410	99,051	114,379

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
City Secretary	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Personnel: Hired a new City Secretary

Contractual Services: FY 2017 expenditures reflect payments to a recruiting firm to assist in the selection of a new City Secretary.



Department: City Secretary Office

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Transparent and Responsive Governance and Business Services				
Objectives				
Conduct Records management program in accordance with State law				
Indicator: Obtain Certificate of Completion from Texas State Library	Yes	Yes	Yes	Yes
Administer all City elections in full compliance with the City Charter and the Texas Election Code	Yes	Yes	Yes	Yes
Post Council agendas 72 hours before public meetings as required by State law	Yes	Yes	Yes	Yes
Post approved ordinances on the City's website prior to the quarterly codification of the Code of Ordinances	Yes	Yes	Yes	Yes
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
OUTPUTS				
City Council meetings	N/A	20	48	48
Ordinances adopted	N/A	14	20	20
Resolutions adopted	N/A	44	40	40
Open records requests processed	N/A	236	360	360
Preparation of Council agenda packets	N/A	20	48	48
Elections held	N/A	0	0	1 (Charter)
EFFICIENCIES				
Quantity of records deemed eligible for destruction and destroyed	63 boxes	70 boxes	46 boxes	45 boxes
EFFECTIVENESS				
Percent of approved Council Minutes posted on website within 3 days of approval	99%	99%	99%	99%



Information Technology

Information Technology

1. Administer contract with Baxter Technology Services to maintain the City's technology systems.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT INFORMATION TECHNOLOGY	01/22

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	79,686	81,679	87,906	103,794
CAPITAL OUTLAY	14,799			
PROGRAM TOTAL	94,485	81,679	87,906	103,794

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
	0	0	0	0
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:				
	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

Contractual Services: Includes increased funding for 3rd party IT Management Services (\$11,580) increase for website hosting services and website design (\$5,735) firewall annual fees (\$1,200) and layered email security (\$3,600)



Human Resources

Human Resources

1. Provide centralized personnel services (hiring, benefits) for all City departments.



CITY OF SEAGOVILLE, TEXAS

Human Resources



PROGRAM DESCRIPTION

The Director of Administrative Services serves as support for all City departments and employees by administering all employee related activities, interpreting and updating policies, monitoring and accurately maintaining employee records, managing group benefits and workers' compensation, all city insurance activity and keeping the City in compliance with all applicable employment laws.

FY 2018 ACCOMPLISHMENTS

Negotiate insurance rates for FY 2017 – 2018 providing a competitive benefit employee package.

Advertise and provide support to department directors to successfully fill five of six open positions.

In one EEOC claim and one unemployment claim, provide a successful defense.



GOALS FOR FISCAL YEAR 2018

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

By the first quarter of FY 2019, participate with other departments in hosting the City's first annual civic academy.

CITYWIDE GOAL (6) – MAINTAIN A QUALITY WORKFORCE FOR EMPLOYEES

Work cooperatively throughout the fiscal year with all City staff to ensure compliance with all local, state and federal rules and regulations.

By June 2019, host retirement informational class for employees.

Work cooperatively throughout the fiscal year with Department Directors to review and revise job descriptions for City staff.

By the first quarter of FY 2019, establish and implement new employee orientation program.

By the second quarter of FY 2019 implement online application process.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT HUMAN RESOURCES	01/23

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	99,609	103,884	107,625	117,544
SUPPLIES	1,101	1,400	1,099	1,400
CONTRACTUAL SERVICES	6,695	9,300	9,300	9,300
CAPITAL OUTLAY				
PROGRAM TOTAL	107,405	114,584	118,024	128,244

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Director	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:



Department: Human Resources

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Maintain a Quality Workforce for Employees				
Objectives				
Percentage of turnover as a measure of staff stability and staff satisfaction	3.00%	6.02%	6.02%	3.00%
Number of Workers' Compensation Claims	3	3	3	2
Percentage of employees receiving annual performance evaluations	100%	100%	100%	90%
Work cooperatively with City staff to ensure compliance with all local, state and federal rules and regulations				
Indicator: Successful claims and lawsuits against the City	None	None	None	None
Implement online application process	None	None	None	Yes
Hosting annual employees health fair	Yes	Yes	Yes	Yes
Establish new employee orientation program	NA	NA	NA	Yes
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes



Finance

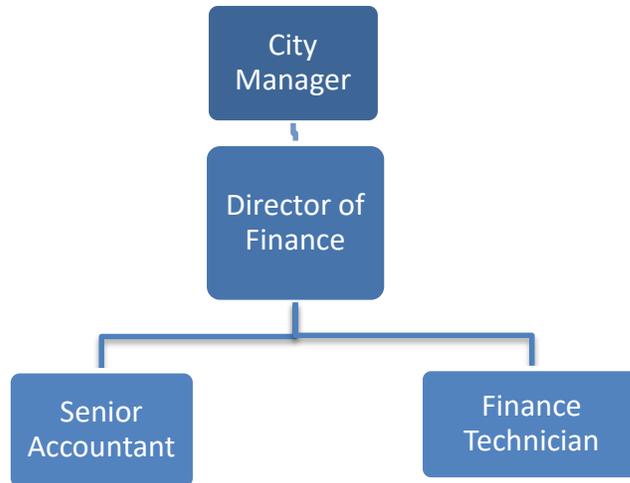
Finance

1. Handles financial affairs, i.e., disbursement and investing city funds
2. Manages the bond and debt service requirements.
3. Responsible for internal and external financial reporting.



CITY OF SEAGOVILLE, TEXAS

Finance



PROGRAM DESCRIPTION

The Finance program is responsible for providing quality financial services to the citizens and customers of the City of Seagoville in a professional manner. Specific responsibilities include, but are not limited to, accounts payable, payroll, fixed assets, banking services, investments, debt management, internal and external financial reporting and annual budget preparation.

FY 2018 ACCOMPLISHMENTS

Obtained the GFOA financial reporting achievement award for the FY 2016

Comprehensive Annual Financial Report

Obtain the GFOA distinguished budget presentation award for the FY 2017 annual budget document.

Submit the FY 2017 popular annual report for GFOA review.

Hire a new finance technician.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy.



GOALS FOR FISCAL YEAR 2019 (continued)

CITYWIDE GOAL (2) – OPEN, TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Obtain the GFOA financial reporting achievement award for the FY 2018 Comprehensive Annual Financial Report.

Obtain the GFOA distinguished budget presentation award for the FY 2019 annual budget document.

Obtain the GFOA popular annual financial reporting award.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT FINANCE	01/04

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
PERSONNEL	283,247	300,326	317,443	305,519
SUPPLIES	346	500	500	500
CONTRACTUAL SERVICES	58,580	60,610	56,328	61,805
CAPITAL OUTLAY				
PROGRAM TOTAL	342,172	361,436	374,271	367,824

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
FULL TIME POSITIONS:				
Director of Finance	1	1	1	1
Senior Accountant	1	0	0	0
Assistant Finance Director	0	1	1	1
Finance Technician	1	1	1	1
TOTAL FULL TIME:	3	3	3	3
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:



Department: Finance

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Transparent and Responsive Governance and Business Services				
Objectives				
Reduce average days to reconcile bank statements				
Indicator: Average number of days to reconcile bank statements	15	15	5	5
Receipt of GFOA Financial Reporting Excellence Award with five or less GFOA review comments				
Indicators: Receipt of GFOA Financial Reporting Excellence Award Number of GFOA review comments	Yes 5	Yes 4	Yes 4	Yes 4
Completion of annual audit and annual financial report with three or less audit adjustments				
Indicator: Number of audit adjustments	3	3	3	2
Receipt of GFOA Popular Financial Reporting Award	Yes	Yes	Yes	Yes
Receipt of GFOA Distinguished Budget Presentation Award with three or less GFOA review comments				
Indicators: Receipt of GFOA Distinguished Budget Presentation Award Number of GFOA review did not satisfy scores	Yes 3	Yes 3	Yes 1	Yes 2
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	Yes	Yes	Yes



Police

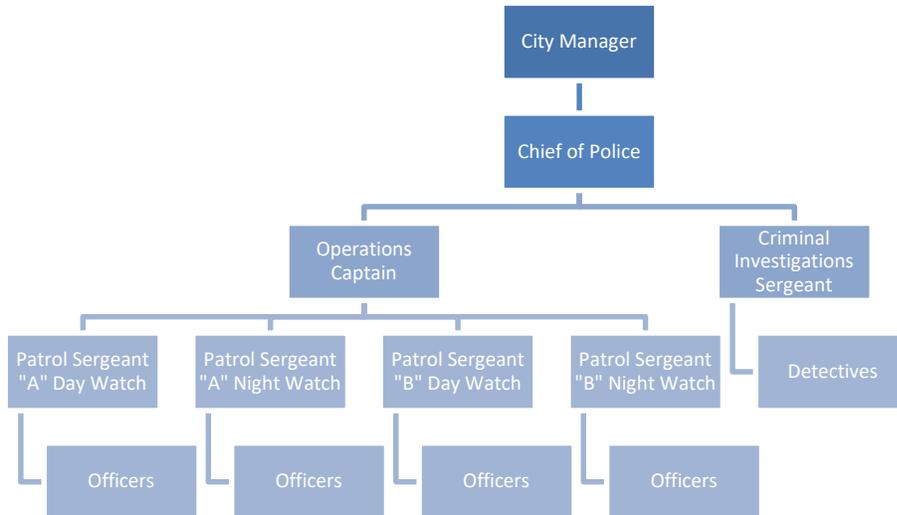
Police

1. Provides law enforcement and public safety to the citizens of Seagoville.
2. Provides 24 hour police patrol & emergency response.
3. Provide support and follow up investigations on all open cases.



CITY OF SEAGOVILLE, TEXAS

Police



PROGRAM DESCRIPTION

Public safety is an essential program in every city, town or county. The main function of public safety is to preserve and protect life, liberty and property in a professional and courteous manner for all. The Seagoville Police department is comprised of 24 full time sworn officers, 4 part-time sworn officers and 16 civilian members. We have four sections within the organization which include the Patrol division, Criminal Investigations, Communication division and Records division. We all work together as a team to provide safety and security to the citizens of Seagoville. In addition we strive to build strong relationships with everyone in the community through our daily interactions with the public as well as our programs such as the Citizens Police Academy and Citizens on Patrol. Our agency is certified by the Texas Police Chief's Best Practices Program.

FY 2018 ACCOMPLISHMENTS

As of April 2018, reduced the Part I crime stats by 10.49% over this same time period of last fiscal year.



FY 2017 ACCOMPLISHMENTS (continued)

In July of 2017 the Police Department had a 2nd on-site evaluation by the Texas Police Chief's Association for Best Practices and as a result, maintained the recognized status through T.P.C.A. as a recognized police agency in the State of Texas.

Completed 42nd session of the Citizens Police Academy which graduated in June 2018.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A SAFE, CLEAN AND ATTRACTIVE COMMUNITY

The goal of the Seagoville Police Department is the safety and security of all who live, work and visits the City. We measure this goal and our efforts by daily monitoring of Part I crimes.

Reduce and prevent crime through pro-active measures; apprehension and prosecution of those who commit criminal acts in our community. We measure our efforts by monitoring response times to calls, the number and types of Part I crimes reported and successful prosecution of criminal cases.

Respond to incidents with courtesy and respect. That goal can be measured by the number of complaints filed by citizens.

Through the fiscal year deliver efficient public safety service. This goal can be measured by the number and retention of full and part time personnel.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY POLICE	01/08

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	1,665,751	1,825,108	1,817,551	1,942,380
SUPPLIES	143,970	170,673	146,689	183,201
CONTRACTUAL SERVICES	24,390	29,159	25,806	29,659
CAPITAL OUTLAY				
PROGRAM TOTAL	1,834,112	2,024,940	1,990,046	2,155,240

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief	1	1	1	1
Captain	1	1	1	1
Sergeant	6	6	6	6
Police Officer	15	15	15	16
TOTAL FULL TIME:	23	23	23	24
PART TIME POSITIONS:				
Crossing Guard	0.3	0.3	0.3	0.3
Police Officer	0.5	0.5	0.5	0.5
TOTAL PART TIME:	0.8	0.8	0.8	0.8
TOTAL FULL TIME EQUIVALENT	23.8	23.8	23.8	24.8

SIGNIFICANT BUDGET CHANGES:



Department: Police

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Maintain the City of Seagoville as a Safe, Clean and Attractive Community				
Objectives				
Reduce the occurrences of Part I crimes in the City				
Indicator: Number of Part I crimes	416	485	420	450
Provide Services in an efficient manner				
Indicators: Response time to Priority one calls	6.37	6:45	6:25	6:25
Full staffing of full and part time personnel	No	Yes	Yes	Yes
Sworn Officers per 1,000 Population	1.51	1.45	1.55	1.57
Provide high quality community oriented services with sensitivity				
Indicators: Complete Annual Racial Profiling report by end of March	Yes	Yes	Yes	Yes
Number of Citizen complaints	0	0	0	0
Number of Citizen Police academies	2	2	2	2
Maintain a Texas Police Chiefs Best Practices Certified Police Department				
	Yes	Yes	Yes	Yes
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy				
	NA	Yes	Yes	Yes
OUTPUTS				
Calls for Service	13,199	NA	13,200	13,800
Arrests	452	NA	540	600
Citation Violations	1,863	NA	1,920	2,050
Part I Crimes	416	NA	420	450
EFFICIENCIES				
Sworn Officers per 1,000 Population	1.51	NA	1.48	1.49
Part Time Police Officers per 1,000 Population	0.25	NA	0.31	0.36
Reserve Police Officers per 1,000 Population	0	NA	0	0
EFFECTIVENESS				
Value of Property Stolen	\$582,028	NA	\$875,000	\$950,000
Value of Property Recovered	\$389,939	NA	\$650,000	\$725,000



Fire

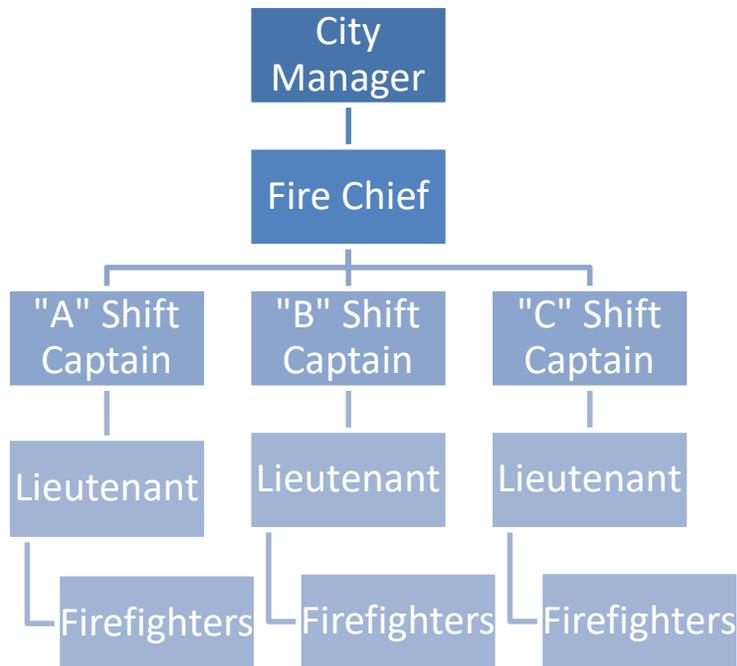
Fire

1. Provides 24-hour fire protection and emergency medical services.



CITY OF SEAGOVILLE, TEXAS

Fire



PROGRAM DESCRIPTION

The Seagoville Fire Department protects our citizens and visitors by minimizing the loss of life and property resulting from fire, medical emergencies and other disasters in such a manner that will retain the public's support and confidence in all aspects of service delivery.

FY 2018 ACCOMPLISHMENTS

The department has responded to 1,491 incidents this fiscal year.

The average response time is 4:26

There have been 239 fire inspections of businesses this fiscal year

Pierce ladder truck delivered and placed in service December 2017

New vehicle extrication tools put in service November 2017

All fire personnel attended 16 hours of in service training for the Pierce ladder truck



FY 2018 ACCOMPLISHMENTS (continued)

All fire hoses and apparatus tested in compliance with National Fire Prevention Agency guidelines.

Replaced fire command vehicle

Fire safety education classes held at City schools and day care facilities

Community CPR program established, successfully trained 27 citizen providers and 8 professional providers.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A CLEAN, SAFE AND ATTRACTIVE COMMUNITY

100% of the time, the ambulance service shall answer all Priority 1 (life threatening emergency request) within 7 minutes 59 seconds or less from time of dispatch to arrival at the scene, and for all Priority 2 (non - life threatening emergency request) within 10 minutes 59 seconds or less from time of dispatch to arrival at the scene.

The fire department expects to perform 575 fire inspections in FY 2018

Perform flow tests, maintenance and painting of 525 fire hydrants in FY 2018

Maintain an average response time on all incidents below 5 minutes

Lead the development of the City's second fire station.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY FIRE	01/11

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	1,424,286	1,573,469	1,600,051	1,735,262
SUPPLIES	63,601	76,043	76,043	76,043
CONTRACTUAL SERVICES	35,596	48,961	48,961	48,961
CAPITAL OUTLAY				
PROGRAM TOTAL	1,523,483	1,698,473	1,725,055	1,860,266

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief	1	1	1	1
Captain	3	3	3	3
Lieutenant	3	3	3	3
Firefighter	12	12	12	13
TOTAL FULL TIME:	19	19	19	20
PART TIME POSITIONS:				
Firefighter	1	1	1	1
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	20	20	20	21

SIGNIFICANT BUDGET CHANGES:

Personnel: Includes additional resources for a full time firefighter (\$64,252) and a 3% raise for staff.



Department: Fire

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Maintain the City of Seagoville as a Safe, Clean and Attractive Community				
Objectives				
Indicators:				
Percent of Priority I emergency responses within 7:59 minute response time	98%	98%	98%	98%
Average Response time to all incidents	4:36	4:30	4:40	4:30
Fire and EMS Cost per Capita	\$ 109.99	\$117.14	\$108.49	\$115.54
Provide high quality community oriented services with sensitivity				
Indicators:				
Number of Citizens receiving community CPR training	NA	40 - 60	30 - 50	40 - 60
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	Yes	NA	Yes
OUTPUTS				
Calls for Service	2,650	NA	2,700	2,800
Fire Inspections	575	NA	478	500
Fire Hydrant Maintenance	525	NA	550	575



Emergency Medical Services (EMS)

EMS

1. Administer contract with Acadian to provide paramedic ambulance services to the citizens of Seagoville.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY EMS	01/19

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	164,005	164,080	164,080	167,362
CAPITAL OUTLAY				
PROGRAM TOTAL	164,005	164,080	164,080	167,362

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:



Support Services

Records

1. Manages all police reports including paperless reports entered through the computerized management system.

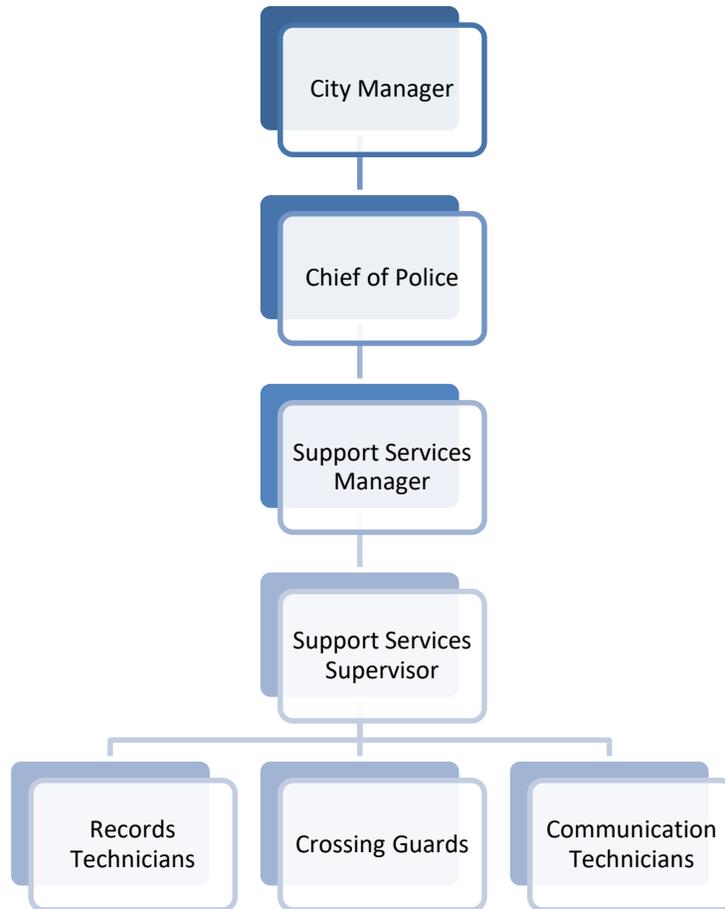
Communications

1. Dispatches fire, police and emergency medical services for the City of Seagoville.
2. Serves as a Public Safety Answering Point (PSAP).



CITY OF SEAGOVILLE, TEXAS

Support Services



PROGRAM DESCRIPTION

The Records Program manages all police reports including paperless reports. Staff also assists with providing copies of reports and responding to open records requests. The Communications Program dispatches fire, police and emergency medical services for the City of Seagoville. The Crossing Guards safeguard children from danger traveling to and from school.



FY 2018 ACCOMPLISHMENTS

Receive a major upgrade to the CRIMES software, correcting issues experienced with the software on the user end. The upgrade enhanced the ability of users to attach documents electronically.

Completed installation of bar code system in the Property Room, greatly streamlining the process of determining retention or disposal of property.

Continuing the effort of becoming a paperless process with the implementation of Laser fiche.

In cooperation with the Hurricane Harvey relief effort, the Support Services manager served as team leader for the Telecommunications Emergency Response Team (TERT) deployed to the Dickinson, Texas Police Department.

In April of 2018, the Support Services manager was selected as the Operational Professional of the Year for 2018. This prestigious award is issued by the National Emergency Number Association (9-1-1) to one Telecommunication manger in the state of Texas for outstanding leadership, training and professionalism.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy.

CITYWIDE GOAL (2) – OPEN, TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Continue high quality training for all Telecommunications operators by participating in the North Central Texas Council of Governments Telecommunications Academy.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A CLEAN, SAFE AND ATTRACTIVE COMMUNITY

Develop and implement a practice in which there is a recurring 90 day assessment of property room records to determine retention or disposal of property.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY SUPPORT SERVICES	01/17

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	544,334	598,790	562,467	690,934
SUPPLIES	6,284	6,946	6,550	6,946
CONTRACTUAL SERVICES	37,858	52,944	51,480	52,944
CAPITAL OUTLAY	4,032	3,549	2,800	3,549
PROGRAM TOTAL	592,508	662,229	623,297	754,373

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Manager	1	1	1	1
Supervisor	-	-	-	1
Records Technician	3	3	3	3
Communication Technician	6	6	6	6
TOTAL FULL TIME:	10	10	10	11
PART TIME POSITIONS:				
Communication Technician	0.75	0.75	0.75	0.75
TOTAL PART TIME:	0.75	0.75	0.75	0.75
TOTAL FULL TIME EQUIVALENT	10.75	10.75	10.75	11.75

SIGNIFICANT BUDGET CHANGES:



Department: Support Services

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Maintain the City of Seagoville as a Safe, Clean and Attractive Community				
Provide Services in an efficient manner				
Indicators:				
Full staffing of full and part time personnel	No	Yes	Yes	Yes
Full-time Support Services staff per 1,000 residents	0.64	0.64	0.64	0.69
Creation of 90 day assessment of Property Room records	NA	NA	NA	Yes
Maintain a Texas Police Chiefs Best Practices Certified Police Department				
	Yes	Yes	Yes	Yes
Transparent and Responsive Governance and Business Services				
Objectives				
Creation of an electronic filing system	NA	NA	NA	Yes



Animal Services

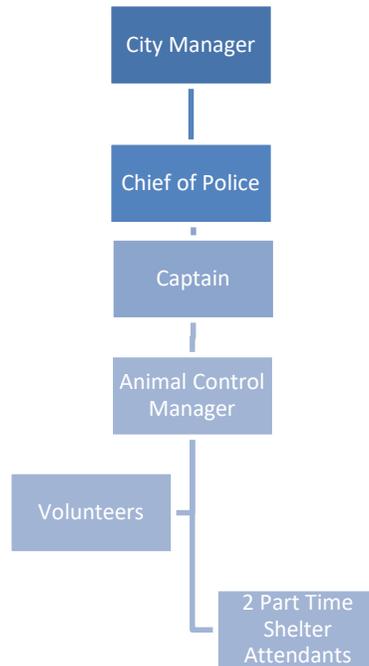
Animal Services

1. Provides animal control services.
2. Maintains local animal shelter.



CITY OF SEAGOVILLE, TEXAS

Animal Services



PROGRAM DESCRIPTION

The Animal Services Program is responsible for the enforcement of the City's animal control ordinances and the Texas Health and Safety Code pertaining to the control, care and regulations of animals. Primary functions are to safeguard the public's health and safety and to ensure responsible supervision and humane treatment for all animals within its jurisdiction. Animal Service achieves this mission by responding to calls for service, picking up stray animals, investigating animal bite cases, cases of animal abuse/neglect and securing loose livestock. Equally important to protecting the public's health and safety is reuniting stray animals with their owners and adopting unclaimed strays while reducing the number of animals euthanized. This is facilitated through a microchip program, shelter adoptions and volunteer adoption events at locations in and around the City of Seagoville.



FY 2018 ACCOMPLISHMENTS

Adopted out 52 felines and 237 canines to new homes

81 canines returned to their rightful owners

In conjunction with volunteers, held over 20 adoption events yielding 237 canine and 52 feline adoptions

Install a Microchip on 225 canines and 48 felines. This initiative assists Animal Services staff reunite animals with their rightful owners.

GOALS FOR FISCAL YEAR 2018

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy

Maintain the "no kill" philosophy within the program.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A SAFE, CLEAN AND ATTRACTIVE COMMUNITY

Continue to strive to return animals to their rightful owner. We measure this goal by tracking the number of animal returns.

Respond to calls with courtesy and respect. This goal can be measured by the number of complaints from citizens

Through the fiscal year deliver efficient Animal Services. This goal can be measured by the retention of a full time Animal Services manager.

Pass the annual state review of the Animal Shelter.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY ANIMAL SERVICES	01/05

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	89,622	91,164	85,782	88,283
SUPPLIES	10,121	12,705	9,350	17,223
CONTRACTUAL SERVICES	10,169	10,470	11,780	10,470
CAPITAL OUTLAY				
PROGRAM TOTAL	109,912	114,339	106,912	115,976

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Animal Control Officer	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
Animal Shelter Attendant	1	1	1	1
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:



Department: Animal Services

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Maintain the "no kill" philosophy within the program				
Indicator: Percentage of animals euthanized compared to total outcomes	0.92%	None	0.47%	None
Maintain the City of Seagoville as a Safe, Clean and Attractive Community				
Objectives				
Strive to return animals to their rightful owners				
Indicator: Animals microchipped	720	NA	780	800
Animals returned to owners	151	134	160	180
Respond to calls with courtesy and respect				
Indicator: Number of citizen complaints	None	None	None	None
Deliver efficient animal services throughout the year				
Indicator: Retention of a full time Animal Services manager	Yes	Yes	Yes	Yes
Pass the annual State Review				
Indicator: Satisfactory Rating from State Department of Health Services	Yes	Yes	In process	Yes



Municipal Court

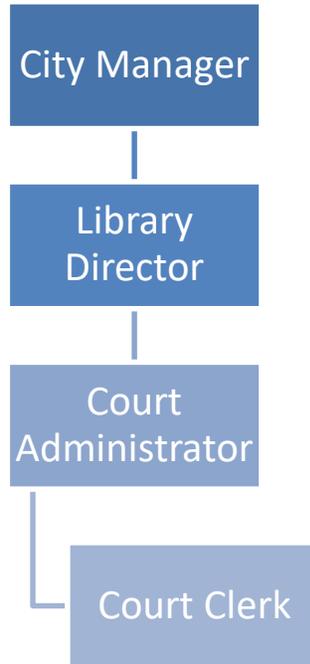
Municipal Court

1. Collects fines, fees and state costs.
2. Schedules court hearings & generates production of arrest warrants.
3. Maintains records relating to court proceedings.



CITY OF SEAGOVILLE, TEXAS

Municipal Court



PROGRAM DESCRIPTION

The Municipal Court is responsible for the prompt, accurate processing of Class C misdemeanor charges and collections of fines. We are dedicated to principle of fair and impartial justice administered with respect and equality in order to serve all customers in a courteous, efficient and professional manner.

FY 2017 ACCOMPLISHMENTS

Develop a "Case Status Sheet" for each case file designed to enable a more effective way of processing capias warrants and court cases. This form provides a current update of the case history from the day the citation is filed until the day the case is closed.



GOALS FOR FISCAL YEAR 2018

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy.

Complete the Level I Court Clerk certification by the court clerk as of January 1, 2018. This is intended to better serve the customers with a qualified and knowledgeable clerk with improved on-the-job abilities and methods to execute the duties of the office.

Incorporate "Open Court" day to help clear outstanding warrants in the first six months of FY 2018. The hope is to provide customers with a means of taking care of their outstanding warrants without having to post a bond or fear of being arrested.

Participate in the annual statewide warrant round-up.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES MUNICIPAL COURT	01/12

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	109,469	115,098	114,598	117,733
SUPPLIES		150	150	150
CONTRACTUAL SERVICES	51,534	54,260	54,430	52,917
CAPITAL OUTLAY				
PROGRAM TOTAL	161,003	169,508	169,178	170,800

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Court Administrator	1	1	1	1
Court Clerk	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:



Department: Municipal Court

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Provide Services in an efficient manner				
Indicators:				
Update web payments daily	Yes	Yes	Yes	Yes
Record and prepare deposit payments within one business day	Yes	Yes	Yes	Yes
Participate in annual warrant round-up	Yes	Yes	Yes	Yes
Outputs				
# of Warrants Issued	1,493	NA	1,814	2,014
# of Warrants Cleared	1,842	NA	1,900	1,973
# of Violations/Complaints processed	3,040	NA	3,315	3,570
Efficiencies				
#Online Payments				
Outstanding Payment Plan Fiscal Year End Balance	48,701	NA	57,227	65,330
Effectiveness				
%Warrants Cleared	72%	NA	97%	90%
Total Cases Pending at Fiscal Year End				
Active	3,338	NA	3,601	3,864
Inactive	4,551	NA	5,546	6,541



Library

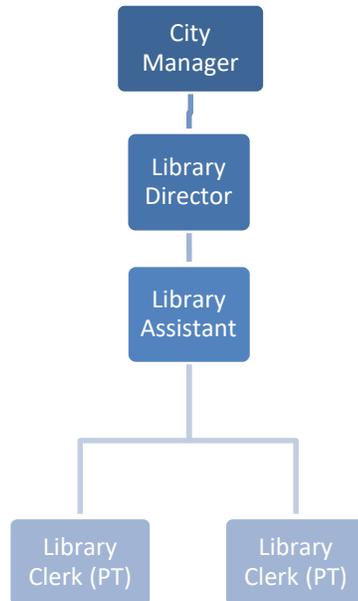
Library

Provide material and services to fulfill the informational, recreational and educational needs of the residents of Seagoville. The term "residents" encompasses individuals and groups of every age, education, philosophy, occupation, economic level, ethnic origin and human condition.



CITY OF SEAGOVILLE, TEXAS

Library



PROGRAM DESCRIPTION

The Seagoville Library enriches the community by sparking a love of learning in its youth and nourishing that love in its adult citizens. The Library is a vibrant touch-point for learning and exploration offering a personal approach that creates a welcoming environment for all members of the community.

FY 2018 ACCOMPLISHMENTS

In accordance with the Seagoville Public Library Technology Plan – four workstations were updated to the Windows 10 platform.

Time Limit Manager software was moved to a formal server and the updated version was installed on all applicable workstations.

Evaluation, inventory and weeding of the reference collection resulted in significant space expansion for audio materials.

In accordance with Government Code 441.127(a), Library Systems under the authority of the Texas State Library and Archives Commission, Seagoville Public Library maintained accreditation standards for FY 2017 and is track for FY 2018 accreditation.



GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy

CITYWIDE GOAL (2) – OPEN, TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Continue to implement elements of comprehensive technology plan.

Maintain requirements of the Texas State Library Accreditation standards

CITYWIDE GOAL (3) – PROVIDE QUALITY LEISURE OPPORTUNITIES

Continue to provide the summer reading program, story time for preschoolers, open wi-fi access, and 10 computer workstations available to Library patrons.

Maintain access to Overdrive e-books and audio books. Maintain a constant wait list assessment to ensure relevance of the digital collection.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES LIBRARY	01/13

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
PERSONNEL	158,112	166,038	166,759	204,500
SUPPLIES	1,171	1,350	1,400	1,750
CONTRACTUAL SERVICES	4,020	4,225	3,375	4,025
CAPITAL OUTLAY	14,037	14,000	14,000	14,000
PROGRAM TOTAL	177,341	185,613	185,534	224,275

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
FULL TIME POSITIONS:				
Library Director	1	1	1	1
Library Assistant	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:				
Library Clerk	1	1	1	1
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:



Department: Library

GOAL	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Complete the development of the comprehensive 5 year technology plan	In process	In process	In process	Completed
Assessment of Library print reference material for reallocation of Library space	Ongoing	Ongoing	Ongoing	Ongoing
Maintain accreditation with the Texas State Library				
Indicators:				
Accreditation letter	Yes	Yes	Yes	Yes
Provide Quality Leisure opportunities				
Indicators:				
Attendance - Story Time for Preschoolers	502	NA	414	458
Attendance - Summer Reading Club	378	NA	510	444
Open WiFi access	Yes	Yes	Yes	Yes



Senior Center

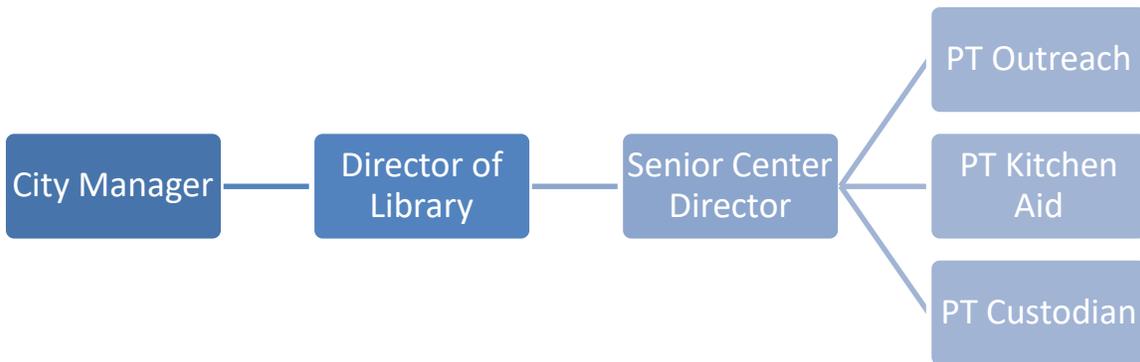
<h2>Senior Center</h2>

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| <ol style="list-style-type: none">1. Provides activities for senior citizens. |
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CITY OF SEAGOVILLE, TEXAS

Senior Center



PROGRAM DESCRIPTION

The Seagoville Senior Center is reaching out to persons 60 years of age and older with the greatest economic and social needs, with particular attention to individuals residing in Seagoville. Plan, develop and coordinate services that ensure positive impact to our participants' health, honor and dignity.

FY 2018 ACCOMPLISHMENTS

- Passed the annual Dallas County health inspection
- Passed the Dallas County Aging Association (DCAAA) annual financial review
- Passed the Dallas County Aging Association (DCAAA) annual kitchen review
- Networked with Visiting Nurses Association to have meals on wheels provided to Senior Citizen members whose health or mobility prevented them from attending congregate meals at the Senior Center.
- Networked with Dallas Ramps Organization to build a ramp at one of our Senior Center members' home.



FY 2018 ACCOMPLISHMENTS (continued)

Qualified as Beall's Texas local sponsored non-profit organization for the third year in a row.

Organized and raised funds for Seagoville Seniors to attend a Dallas Winds musical concert at the Moody Performance Hall in Dallas, Texas.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's first civic academy

Serve a congregate meal 5 days a week to any qualifying person 60 years of age or older or their spouse

In association with STAR transit services, provide medical transportation to any disabled person or senior 60 years or older living in Seagoville.

In association with STAR transit services, provide transportation to Dallas Area Rapid Transit (DART) from various locations in Seagoville.

Pass the annual Dallas County health inspection

Pass the Dallas County Aging Association (DCAAA) annual financial review

Pass the Dallas County Aging Association (DCAAA) annual kitchen review

Provide games, arts and crafts, exercise, karaoke, dancing and outings to senior center members

Outreach will organize seniors to volunteer at the local breadbasket as a way to reach seniors who are not being served at the Senior Center.

Provide opportunities for craft activity participants to have a craft sale as a means of fundraising for local outings.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES SENIOR CENTER	01/14

PROGRAM EXPENDITURES:

	FY 17 ACTUAL	FY 18 AMENDED BUDGET	FY 18 PROJECTED	FY 19 PROPOSED
PERSONNEL	120,782	127,309	123,892	133,445
SUPPLIES	4,852	5,300	5,300	6,300
CONTRACTUAL SERVICES	68,640	69,850	69,850	74,900
CAPITAL OUTLAY	0	0	0	0
PROGRAM TOTAL	194,274	202,459	199,042	214,645

PERSONNEL SUMMARY:

	FY 17 ACTUAL	FY 18 AMENDED BUDGET	FY 18 PROJECTED	FY 19 PROPOSED
FULL TIME POSITIONS:				
Manager	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
Outreach Worker	0.5	0.75	0.75	0.75
Van Driver	0.25	0	0	0
Maintenance Worker	0.5	0.5	0.5	0.5
Food Server	0.33	0.33	0.33	0.33
TOTAL PART TIME:	1.58	1.58	1.58	1.58
TOTAL FULL TIME EQUIVALENT	2.58	2.58	2.58	2.58

SIGNIFICANT BUDGET CHANGES:



Department: Senior Center

GOAL	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Serve a congregate meal 5 days a week to qualifying patrons				
Indicator: Meals Served	10,292	11,550	9,724	11,050
Provide medical transportation services to disabled persons and seniors				
Indicator: Number of rides provided	4,353	NA	2,184	2,206
Provide transportation services to Dallas Transit from various locations in Seagoville				
Indicator: Number of rides provided	235	NA	5,295	5,348
Pass annual Dallas County health inspection	Yes	Yes	Yes	Yes
Pass DCAAA annual financial review	Yes	Yes	Yes	Yes
Pass DCAAA annual kitchen review	Yes	Yes	Yes	Yes
Provide games and other activities for senior center members				
Indicator: Average daily attendance	42	NA	50	50



Sanitation

Sanitation

1. Administer the contract with Republic Services for city-wide solid waste removal.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES SANITATION	01/16

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	741,578	747,680	795,960	807,280
CAPITAL OUTLAY				
PROGRAM TOTAL	741,578	747,680	795,960	807,280

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

Contractual Services: Reflects estimated increase in customer activity.



Community Development

FY 2018 ACCOMPLISHMENTS

Repairs on Malloy Bridge Road.

Repaved Hall Rd from Shady to Kaufman

Repaired drainage on Woodside and Riverview

Paved a new street on Chase

Millings put down on Elizabeth and Tunnel

Millings put down for parking at Petty White Park

LED lighting put in at Bruce Park

Stafford Addition repaved streets

New equipment was purchased for the Parks Department including a 550 Ford Truck, Tractor, Batwing and a 32ft Trailer to haul equipment and a Skidster.

Both code enforcement officers are training to be building inspectors.

The parks supervisor is attending supervisor training.



Program: Community Development

GOAL	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Maintain Seagoville As A Safe, Clean and Attractive Community				
Objectives				
Continue to fund litter crew program	Yes	Yes	Yes	Yes
Explore opportunities to reduce the City's ISO rating through building standards				
Indicator:				
ISO rating - commercial	6	NA	NA	6
ISO rating - residential	5	NA	NA	5
Explore federal, state and county grant opportunities to enhance the mobility of pedestrians and handicapped individuals				
Indicator:				
Number of grants	1	NA	1	1
Manage street funding, engineering and contractors to complete street renovation projects				
Indicator:				
Street renovation projects (FY 2017 Woodhaven, FY 2018 Crestview/Ross)	NA	1	1	1
Develop Collaborative Efforts in Community and Economic Development				
Objectives				
Obtain SEDC funding for Quality of Life Projects				
Indicator:				
Funding provided	Yes	Yes	No	Yes



Building Inspection and Services

Building Inspection

1. Reviews plans and performs on-site inspections for compliance.
2. Issues permits and certificates.

Building Services

1. Maintain City buildings.



CITY OF SEAGOVILLE, TEXAS

Building Inspection and Services



PROGRAM DESCRIPTION

The Building Inspection program provides public safety by enforcing local and state regulations and codes relative to the construction, enlargement, alteration, repair, demolition, occupancy, etc., of all buildings or structures in the City. Building Services strives to maintain a clean, safe and effective environment for city employees at City facilities.

GOALS FOR FISCAL YEAR 2019

CITYWIDE GOAL – SUPPORT ECONOMIC AND COMMUNITY DEVELOPMENT INITIATIVES

The goal of the Building Inspection Department is to provide customer service to the citizens of Seagoville and the construction community by providing a safe, durably built environment through the enforcement of the codes and standards adopted by the City of Seagoville throughout FY 2019.

Building Maintenance will provide a clean and healthy environment at City Hall and at the Police Department on a weekly basis for city employees and citizens of our community to conduct their business.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT BUILDING INSPECTION AND SERVICES	01/06

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	201,533	283,974	285,568	349,875
SUPPLIES	7,612	6,600	16,486	8,600
CONTRACTUAL SERVICES	38,702	51,700	39,500	51,700
CAPITAL OUTLAY	-	-	-	-
PROGRAM TOTAL	247,846	342,274	341,554	410,175

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief Building Official	1	1	0	0
Community Development Director	0	0	1	1
Building Inspector	0	0	0	1
Building Maintenance Technician	1	1	1	1
Permit Technician	0	0	1	1
Administrative Assistant	0	0	1	1
TOTAL FULL TIME:	2	2	4	5
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	4	5

SIGNIFICANT BUDGET CHANGES:

PERSONNEL - Planning Technician and Administrative Assistant added in 2018. Building Inspector added in FY 2019.



Department: Building Inspection and Services

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of Building Inspections	2,300	2,400	2,460	2,500
Number of Facilities Cleaned	2 daily	2 daily	2 daily	2 daily
EFFICIENCIES				
Average Time to Complete an Inspection (minutes):				
Certificate of Occupancy	45	45	45	45
Frame Inspection	45	45	45	45
Plumbing Inspection	25	25	25	25
Roof Inspection	15	15	15	15
Slab Inspection	35	35	35	35
EFFECTIVENESS				
Ensure all Building Projects Meet Recognized Standards for Building Safety and Code Compliance	100%	100%	100%	100%



Streets

Streets

1. Maintain approximately 85 street lane miles, filling potholes, cleaning ditches, maintaining signage and pavement markings in the City.
2. Mitigate illegal dumping, sanding streets during icy weather, culvert installation & maintenance.



CITY OF SEAGOVILLE, TEXAS

Streets



PROGRAM DESCRIPTION

Maintain Seagoville's transportation infrastructure in a timely manner, sign maintenance and/or replacement. Provide litter control service along the City's medians and right of way.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT STREETS	01/15

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	110,369	137,411	141,138	146,193
SUPPLIES	63,395	54,069	53,000	54,069
CONTRACTUAL SERVICES	320,221	125,600	112,000	125,600
CAPITAL OUTLAY	0	0	0	0
PROGRAM TOTAL	493,985	317,080	306,138	325,862

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Streets Maintenance Worker	1	1	1	1
Litter Crew Worker	0	2	2	2
TOTAL FULL TIME:	1	3	3	3
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	3	3	3

SIGNIFICANT BUDGET CHANGES:



Parks

Parks

1. Groundkeeping services for eight (8) parks and other City facilities.
2. Routine repair and maintenance of park facilities and equipment.



CITY OF SEAGOVILLE, TEXAS

Parks



PROGRAM DESCRIPTION

To provide quality leisure experiences, facilities and programs for the citizens of Seagoville regardless of age or abilities, and to serve as stewards of our parks and natural open space. The Parks Department maintains eight (8) parks, approximately 2.5 miles of medians, the Law Enforcement Center, City Hall, the Service Center grounds, and other miscellaneous City owned properties throughout Seagoville. Provide grounds keeping, daily maintenance on playground equipment, restroom facilities, ball fields, park signage, Central Park pond fountain, park benches and canopies, lighting, and other amenities. Additionally, the Parks Department offers various special events such as the Fourth of July celebration, and carnivals.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT PARKS	01/18

PROGRAM EXPENDITURES:

	FY 17 ACTUAL	FY 18 AMENDED BUDGET	FY 18 PROJECTED	FY 19 PROPOSED
PERSONNEL	50,407	59,485	59,107	74,665
SUPPLIES	61,007	56,850	70,050	56,850
CONTRACTUAL SERVICES	107,528	125,650	111,300	125,650
CAPITAL OUTLAY	0	0	0	0
PROGRAM TOTAL	218,943	241,985	240,457	257,165

PERSONNEL SUMMARY:

	FY 17 ACTUAL	FY 18 AMENDED BUDGET	FY 18 PROJECTED	FY 19 PROPOSED
FULL TIME POSITIONS:				
Crew Leader	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
Maintenance Apprentice	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:



Planning

Planning

1. Processes and reviews all zoning applications, plat applications, development plans and various appeals.
2. Adheres to and maintains the Comprehensive Plan of the City



CITY OF SEAGOVILLE, TEXAS

Planning



PROGRAM DESCRIPTION

To provide for proper planning to achieve the best use and development of land; adequate thoroughfares; and proper landscaping on behalf of the citizens of Seagoville. The Planning Department addresses all present and future development, planning, zoning, and subdivision needs and is the liaison and secretary for the Planning and Zoning Commission, the Board of Adjustments, and the Housing Standards Commission.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT PLANNING	01/09

PROGRAM EXPENDITURES:

	FY 17 ACTUAL	FY 18 AMENDED BUDGET	FY 18 PROJECTED	FY 19 PROPOSED
PERSONNEL	56,585	69,973	65,981	82,078
SUPPLIES	0	0	250	4,100
CONTRACTUAL SERVICES	18,728	14,050	5,050	10,250
CAPITAL OUTLAY	0	0	0	0
PROGRAM TOTAL	75,313	84,023	71,281	96,428

PERSONNEL SUMMARY:

	FY 17 ACTUAL	FY 18 AMENDED BUDGET	FY 18 PROJECTED	FY 19 PROPOSED
FULL TIME POSITIONS:				
Planning Technician	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Contractual Services:

Decrease in resources for consulting services.



Code Enforcement

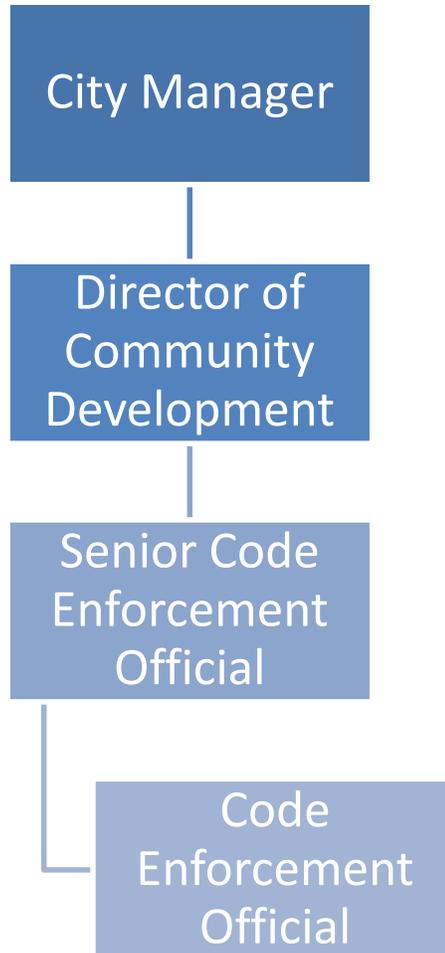
Code Enforcement

1. Enforces tall grass and other nuisance ordinances.



CITY OF SEAGOVILLE, TEXAS

Code Enforcement



PROGRAM DESCRIPTION

Code Enforcement protects the City's health and safety by assuring compliance with the City's land use, environmental and construction codes.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT CODE ENFORCEMENT	01/25

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	107,188	118,173	120,580	123,901
SUPPLIES	5,476	7,980	6,680	7,880
CONTRACTUAL SERVICES	52,581	55,605	62,850	55,605
CAPITAL OUTLAY				
PROGRAM TOTAL	165,245	181,758	190,110	187,386

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Senior Code Enforcement Officer	1	1	1	1
Code Enforcement Officer	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:



Non-Departmental

Non-Departmental

1. Accounts for unemployment, property insurance and other general fund expenditures not identified with a specific department.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
NON-DEPARTMENTAL NON-DEPARTMENTAL	01/10

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	88,983	84,806	86,786	90,465
SUPPLIES	24,359	20,900	23,615	20,900
CONTRACTUAL SERVICES	237,507	241,892	232,272	279,690
CAPITAL OUTLAY				
PROGRAM TOTAL	350,849	347,598	342,673	391,055

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

Personnel

Expected increase in workers compensation and employee fringe benefit fees.

Contractual Services

Expected increase in property and casualty insurance, telephone and contingency.

**City of Seagoville, Texas
Budget Summary
General Debt Service Fund**

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$18,775	\$19,376	\$19,376	\$7,757
Revenues				
Property Tax	\$196,086	\$194,380	\$220,000	242,485
Interest Income	77	40	120	40
 Total Revenues	\$196,163	\$194,420	\$220,120	\$242,525
Total Available Funds	\$214,938	\$213,796	\$239,496	\$250,282
Expenditures				
Bond Principal	\$116,111	\$123,889	\$155,000	145,000
Interest on Bonds	74,726	69,532	74,689	28,178
Paying Agent Fees	4,725	2,749	2,050	2,750
 Total Expenditures	\$195,563	\$196,170	\$231,739	\$175,928
Ending Fund Balance	\$19,376	\$17,626	\$7,757	\$74,354
Tax Rate	0.036300	0.036300	0.036300	0.036300

**CERTIFICATE OF OBLIGATION BONDS
ANNUAL DEBT SERVICE REQUIREMENTS
ALL SERIES**

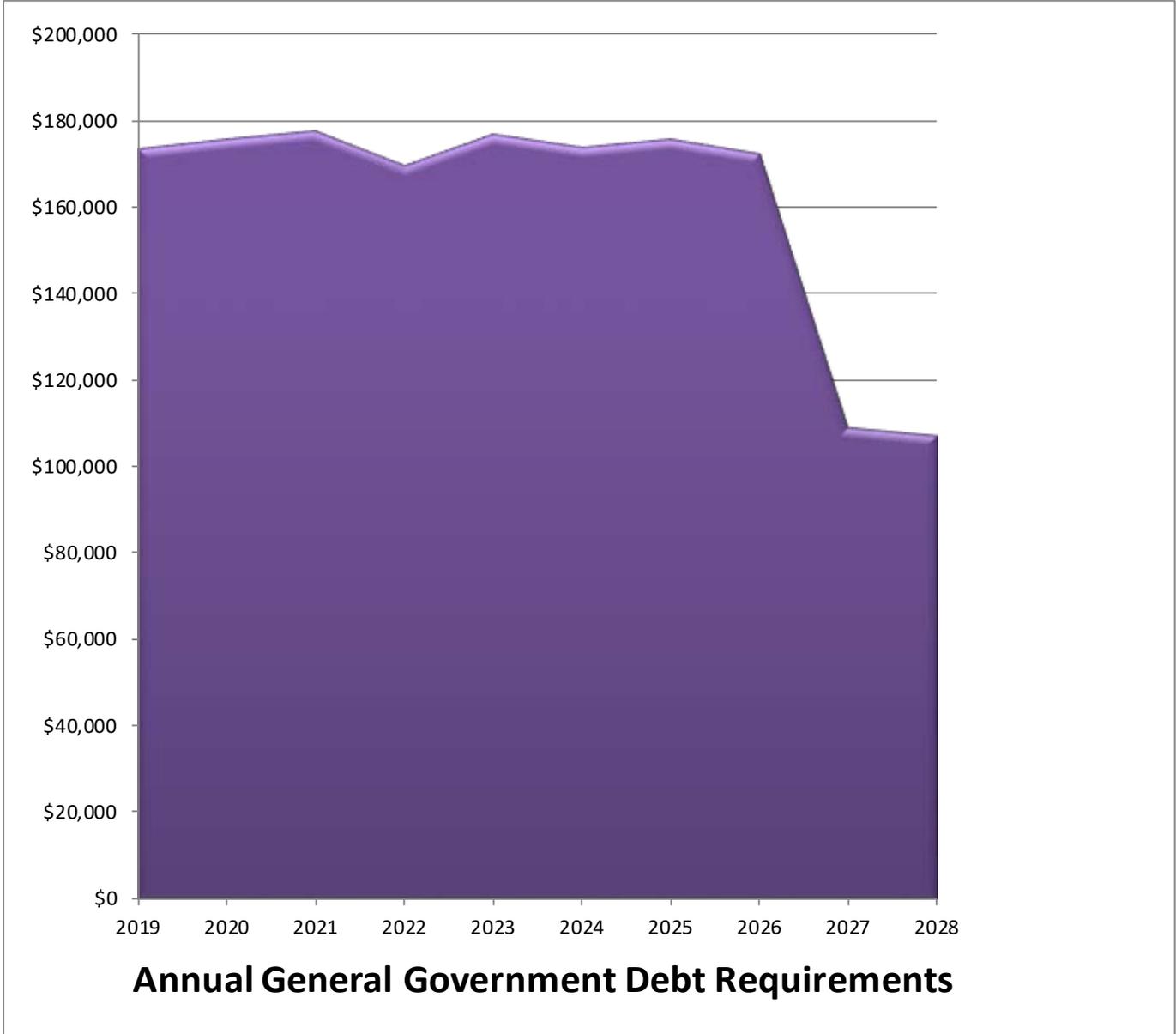
FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2019	145,000.00	28,178.00	173,178.00
2020	150,000.00	25,379.00	175,379.00
2021	155,000.00	22,484.00	177,484.00
2022	150,000.00	19,493.00	169,493.00
2023	160,000.00	16,598.00	176,598.00
2024	160,000.00	13,510.00	173,510.00
2025	165,000.00	10,422.00	175,422.00
2026	165,000.00	7,237.00	172,237.00
2027	105,000.00	4,053.00	109,053.00
2028	105,000.00	2,026.50	107,026.50
	1,460,000.00	149,380.50	1,609,380.50

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2017**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2019	145,000.00	28,178.00	173,178.00
2020	150,000.00	25,379.00	175,379.00
2021	155,000.00	22,484.00	177,484.00
2022	150,000.00	19,493.00	169,493.00
2023	160,000.00	16,598.00	176,598.00
2024	160,000.00	13,510.00	173,510.00
2025	165,000.00	10,422.00	175,422.00
2026	165,000.00	7,237.00	172,237.00
2027	105,000.00	4,053.00	109,053.00
2028	105,000.00	2,026.50	107,026.50
TOTAL	1,460,000.00	149,380.50	1,609,380.50

Proceeds from the sale of the certificates were used for the purpose of paying all or a portion of the City's contractual obligations for refunding the City's 2006 and 2008 contractual obligations.

**City of Seagoville, Texas
Debt Service Fund**



**City of Seagoville
Budget Summary
Water and Sewer Fund**

	Actual 2016-2017	Adopted 2017-2018	FYE Projected 2017-2018	Proposed 2018-2019
Beginning Unrestricted Net Asset Balance	\$2,301,078	\$3,925,046	\$3,925,046	\$4,540,967
Revenues				
Water Services	\$3,273,533	\$3,517,634	\$3,600,000	\$3,517,634
Waste Water Service	3,426,901	3,120,468	3,400,000	3,120,468
Other Income	291,140	200,950	261,187	209,125
Total Revenues	\$6,991,575	\$6,839,052	\$7,261,187	\$6,847,227
Total Available Funds	\$9,292,653	\$10,764,098	\$11,186,233	\$11,388,194
Expenditures				
Operating and Debt Expenses:				
Administrative	\$173,781	\$171,194	\$168,092	\$172,809
Water	1,679,608	2,291,917	2,260,122	2,319,402
Sewer	1,436,763	2,410,063	2,405,561	2,422,788
Customer Service	201,159	212,384	211,638	222,500
Non-Departmental	19,527	109,036	81,454	93,363
Tuition Reimbursement Program	-	-	-	5,000
Transfers Out	352,304	352,304	352,304	352,304
Cityworks renewal fee (FY 2019)	-	30,000	30,000	15,250
Debt	599,467	547,970	547,970	516,559
	4,462,609	6,124,868	6,057,141	6,119,975
Capital Outlay:				
Transfer to Equipment Replacement	-	68,000	68,000	68,000
Replacement Vehicle	-	-	-	48,000
Zero Turn Mower	-	-	-	16,435
Woodhaven Water line Project	313,323	-	-	-
Highway 175 Lift station service area condition assessment	-	70,125	70,125	103,895
Jetter Truck	375,255	-	-	-
Professional Engineering Fees	150,549	115,200	75,000	-
Holt Cat Track Hoe	42,788	-	-	-
Replacement Meter Services Truck	23,083	-	-	-
Ard Road Pump Station Upgrades	-	-	-	300,000
Capital Projects	-	750,000	375,000	532,000
	904,998	1,003,325	588,125	1,068,330
Total Expenditures and Capital	5,367,606	7,128,193	6,645,266	7,188,305
Ending Unrestricted Net Asset Balance	\$3,925,046	\$3,635,905	\$4,540,967	\$4,199,889
Required Reserve Balance (60 Days)	\$733,580	\$1,006,828	\$995,694	\$1,006,023
Amount over Required Reserve	\$3,191,467	\$2,629,078	\$3,545,273	\$3,193,866
<i>1 day of operations</i>	<i>\$12,226</i>	<i>\$16,780</i>	<i>\$16,595</i>	<i>\$16,767</i>
<i>Days of Reserve Balance</i>	<i>321.0</i>	<i>216.7</i>	<i>273.6</i>	<i>250.5</i>



FY 2018 ACCOMPLISHMENTS

On April 14, 2015, the Environmental Protection Agency (EPA) conducted an inspection of our sanitary sewer system. During the inspection, the EPA inspected our 11 lift stations and reviewed our existing procedures and compared them to the Best Management Practices. At the end of the process, staff felt the inspection went well and did not anticipate any adverse action by the EPA. However, on December 15, 2015, the EPA issued an Administrative Order (CWA-06-2016-1710), placing the City of Seagoville on official notice of violation in respect to the EPA's 2015 Inspection. The following alleged violations were cited by the EPA:

- Failure to properly report Sanitary Sewer Overflows (SSO's);
- Failure to prevent unauthorized unpermitted discharges and sanitary sewer overflows; and
- Failure to implement proper operation and maintenance of the collection system.

The EPA identified six (6) additional concerns in their report:

1. City should address wastewater engineering issues that leave the City vulnerable to SSO's at the US 175 Manhole.
2. City should have an automated emergency response system for lift station failures.
3. City should install electrical quick connects in event of power failure at lift stations.
4. City should prepare a standard operating procedure for emergency response and other critical operations.
5. City should implement a Capacity Management Operation and Maintenance Program (CMOM).
6. City should report all SSO's to the Texas Commission on Environmental Quality (TCEQ).

The EPA further identified recommendations and suggestions:

1. City should create a formal asset management process.
2. City should create a formal Capital Improvement Plan.
3. City should install a Supervisory Control and Data Acquisition (SCADA) System, which would allow the City to implement automated emergency response processes.

By fiscal year end 2018 the City will have performed the following initiatives to address the concerns mentioned above:

Issue:

City should address wastewater engineering issues that leave the City vulnerable to SSO's at the US 175 Manhole.



Initiative:

The City completed an inspection and subsequent repairs of the Bowers Road Lift Station, which is the lift station serving the US 175 corridor. This work has eliminated the US 175 manhole sanitary sewer overflows. However, additional work is required on the station which will be addressed in future years, pending the development of the Capital Improvements Program.

Initiative:

In the FY 2018 Budget, staff recommended allocating \$70,125 for the Glenn Road lift station service area condition assessment, which includes manhole inspection, smoke testing, preparatory cleaning, CCTV inspection, defect analysis, cost estimates, mapping and final reports. Currently, the Glenn Road lift station service area has an infiltration/inflow (I/I) problem during heavy rain events. Additionally staff desires to control costs levied by North Texas Municipal Water District for treating the City's I/I issues from this service area. This assessment will meet EPA and CMOM requirement of inspecting 10% of the citywide system every year. The analysis has been completed by Pipeline Analysis. Staff is awaiting the final report from Pipeline, which will contain a detail report of all problems requiring City attention. The City expects to have sufficient resources to begin mitigation I/I problems. These issues are scheduled to be addressed in FY 2019.

Initiative:

In the FY 2019 Proposed Budget, staff recommends allocating \$103,895 for the Highway 175 lift station service area condition assessment, which includes manhole inspection, smoke testing, preparatory cleaning, CCTV inspection, defect analysis, cost estimates, mapping and final reports.

Initiative:

Staff recommends allocating \$750,000 for utility capital projects. An identified project is replacing the Highway 175 gravity main crossing at Environmental Way. Currently, there is a 10" force main pumping in to a 10" clay tile gravity main that runs under Highway 175. The project will install a new gravity main to run parallel to the existing 10" main. The new main eliminates the chance of the old main collapsing, causing I/I problems under the Highway. In FY 2019, the City contracted with Halff Associates to render engineering services for this project. The engineering plan is completed with approval from the Texas Department of Transportation (TxDOT). Easements are being purchased, and bids for construction issued afterwards.

Issue:

City should have an automated emergency response system for lift station failures.

Initiative:

During the summer of 2016, the City installed an automated emergency response system at all eleven lift stations.



Issue:

City should install electrical quick connects in event of power failure at lift stations.

Initiative:

During FY 2015, the City began installing electrical quick connects at lift stations. This work was completed in FY 2016.

Issues:

City should prepare a standard operating procedure for emergency response and other critical operations.

City should implement a Capacity Management Operation and Maintenance Program (CMOM).

Initiatives:

In FY 2016, the City contracted with the engineering firm of Pipeline Analysis, LLC and their Engineer Jim Forbes to create the City's first CMOM Plan. The standard operating procedure for emergency response and other critical operations was developed in conjunction with the CMOM Plan. The CMOM plan was completed in the first quarter of FY 2017, and was sent to the EPA for approval. The City awaits approval from EPA.

Additionally, during the summer of FY 2017, the City acquired a 2017 Vac-con Jetter/Vacuum/Hydroexcavation package. The new equipment allows staff to properly clean sewer mains and vacuum out debris currently being washed into the sewer system. This helps prevent sanitary sewer overflows and is an important element of the City's CMOM compliance effort.

Issue:

City should report all SSO's to the Texas Commission on Environmental Quality (TCEQ).

Initiative:

City has a policy and procedures in place to report all SSO's to TCEQ.



Issue:

City should create a formal asset management process.

Initiative:

In late FY 2016, the City contracted with Halff Associates, Inc. to develop a wastewater system asset inventory. The asset inventory task includes creation of a GIS-based map and database of the City's collection system. Completion of the task was scheduled for September, 2017. The City Council received a presentation from Halff Associates at their May 7, 2018 council meeting. The City has the challenge of identifying and upgrading existing infrastructure and providing resources for the acquisition of new infrastructure to serve future development in the City.

In FY 2018, the City's budget proposed resources for the acquisition of Cityworks. Cityworks is a work order system which includes GIS (Geographic Information System) mapping, asset registry, condition assessment, customer care, permits, expense management and work management. The City was cited as lacking asset management, GIS mapping and a work order system. All of these concerns will be addressed by Cityworks (acquisition cost \$30,000).

Citiworks is implemented and staff training in the system is underway. It will take several months to achieve full utilization of the software. The GIS based map and database of the City's collection system is a function of Citiworks.

Issue:

City should create a formal Capital Improvement Plan.

Initiative:

In late FY 2016, the City contracted with Halff Associates, Inc. to complete a Wastewater Master Plan. An integral element of the Wastewater master Plan is the development of a wastewater system analysis to indicate areas of infrastructure improvement given certain flowrate conditions. This analysis will serve as the foundation for the creation of the Capital Improvement Plan, scheduled for completion in late September, 2017. This plan was presented to Council in May 2018.

In the FY 2018 Proposed Budget, staff recommends contracting with Halff Associates, Inc. to develop a Water System Master Plan and Water Conservation Plan. The proposed plan will contain provisions to ensure that new mains are properly sized. This initiative will also create a Capital Improvement Plan for the water system which will include total projected costs and a timeframe for each identified upgrade. The Water Conservation



Plan was last updated in 2010 and is required by TCEQ to be updated every 5 years (\$115,200). Upon Council approval, work will begin on this initiative in October 2017 and completed in the fall of 2018.

Upon completion of the Wastewater Master Plan and the Water Master Plan, staff anticipates having all pertinent information to complete a Utility Capital Improvement Plan.

Issue:

City should install a SCADA System for sanitary sewer, which would allow the City to implement automated emergency response processes.

Initiative:

A SCADA system acquisition for sanitary sewer will be considered for inclusion in the Capital Improvement Plan.

Issue:

The Texas Commission on Environmental Quality (TCEQ) requires minimum system capacities be maintained for pumps, ground storage and elevated storage in the water system.

Initiative:

Staff recommends allocating \$300,000 for Ard Road pump station improvements. Seagoville is in good shape for storage, but is nearing a required pump upgrade based on the number of connections the City serves. One of the 4 pumps at the station is currently out of service and needs to be repaired or replaced. This pump's motor has had to be serviced multiple times in recent years. Because of its maintenance history and the need to upgrade a pump before too long to meet TCEQ minimum capacity requirements, staff is recommending that the pump be replaced. The power supply will need to be upgraded to accommodate the larger pump horsepower, and the yard piping will need to be increased to accommodate the higher flows. The plan is to accomplish both power and pipe upgrades next year to meet the ultimate needs of the station.

Other Initiatives:

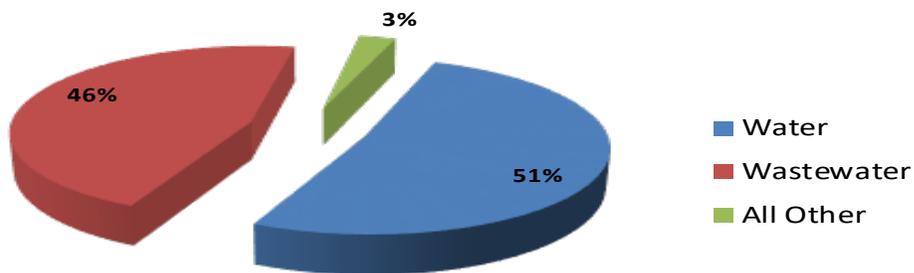
- Staff recommends continued funding of a vehicle/equipment replacement reserve for Utilities (\$68,000)
- Staff recommends replacing a vehicle (\$48,000) and acquiring a zero turn mower (\$16,435)

Seagoville ★

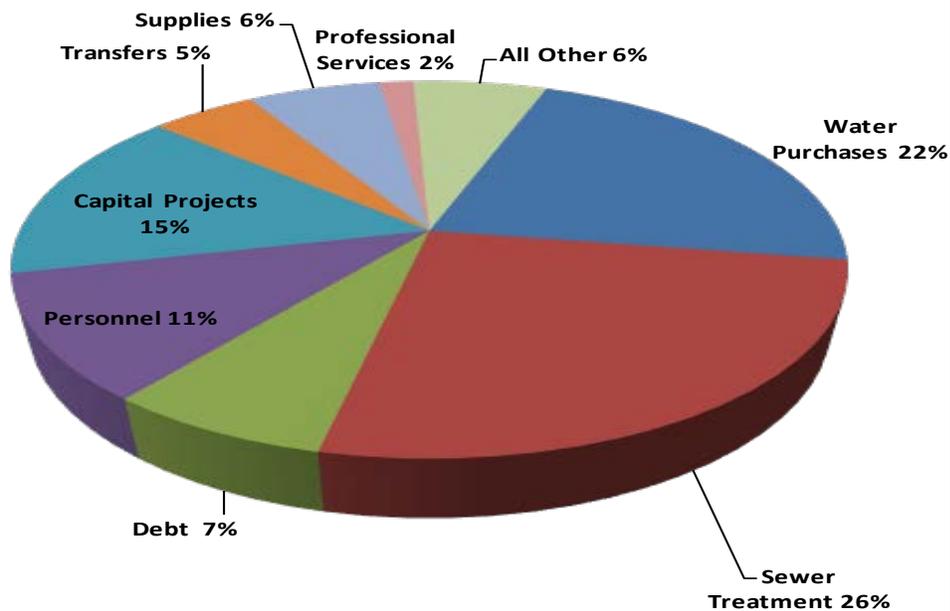




Water & Sewer Revenues
Total Budget \$6,847,227



Water & Sewer Expenditures
Total Budget \$7,188,305





Program: Water and Sewer Fund

GOAL	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	NA	NA	NA	Yes
Maintain Seagoville As A Safe, Clean and Attractive Community				
Objectives				
Continue to comply with the CMOM standards as required by the Environmental Protection Agency				
Indicator: Perform an annual assessment of the Highway 175 lift station (year 3 of 10 assessment of all lift stations)	Yes	Yes	Yes	Yes
Note: FY 2018 the City conducted the second assessment of its lift stations (Glenn Road). The City has 11 list stations.	Bowers Road	Glenn Road	Glenn Road	
Indicator: Acquisition of Citiworks work order system	NA	Yes	Yes	NA
Integration of Cityworks work order system with the City's wastewater system asset inventory	NA	Yes	Yes	Yes
Indicator: Reporting all Sanitary Sewer Outflows to TCEQ				
Number of Sanitary Sewer Outflows	4	-	-	2
Indicator: Council acceptance of Wastewater Capital Improvement Program	NA	Yes	Yes	Yes
Council acceptance of Water Capital Improvement Program	NA	Yes	No	Yes
Continue to maintain a superior rating by the state of Texas for water quality				
Indicator: Collecting monthly water samples for lab evaluations submitted to TCEQ				
Number of failed inspections	-	-	-	-
Submission and distribution of Annual Report of Water Quality - Consumer confidence report	Yes	Yes	Yes	Yes



Water and Sewer Administration

Water and Sewer Administration

1. Provides department management, field supervision and clerical support.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
WATER AND SEWER ADMINISTRATION	20/05

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
PERSONNEL	173,781	168,444	168,092	172,809
SUPPLIES				
CONTRACTUAL SERVICES		2,750		
CAPITAL OUTLAY				
PROGRAM TOTAL	173,781	171,194	168,092	172,809

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
FULL TIME POSITIONS:				
Director	1	1	1	1
Assistant Director	1	1	0	0
Operations Support Technician	1	1	1	1
TOTAL FULL TIME:	3	3	2	2
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	3	3	2	2

SIGNIFICANT BUDGET CHANGES:



Water Services

Water Services

1. Responsible for all water system maintenance, elevated and ground storage tanks.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
WATER SERVICES	20/10

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	293,713	324,667	323,422	349,152
SUPPLIES	161,212	201,900	241,100	212,400
CONTRACTUAL SERVICES	1,214,700	1,740,350	1,670,600	1,745,850
CAPITAL OUTLAY	9,983	25,000	25,000	12,000
PROGRAM TOTAL	1,679,608	2,291,917	2,260,122	2,319,402

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Assistant Director	0	0	1	1
Public Works Superintendent	1	1	0	0
Water Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
Meter Service Technician	2	2	2	2
TOTAL FULL TIME:	5	5	5	5
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	5	5	5	5

SIGNIFICANT BUDGET CHANGES:



Sewer Services

Sewer Services

1. Responsible for all sewer system maintenance, including eleven (11) wastewater lift stations.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
SEWER SERVICES	20/20

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	181,123	225,673	233,441	238,398
SUPPLIES	181,670	211,060	210,500	211,560
CONTRACTUAL SERVICES	698,715	1,973,330	1,961,620	1,972,830
CAPITAL OUTLAY	375,255			
PROGRAM TOTAL	1,436,763	2,410,063	2,405,561	2,422,788

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Maintenance Worker	4	4	4	4
TOTAL FULL TIME:	4	4	4	4
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	4	4	4	4

SIGNIFICANT BUDGET CHANGES:



Customer Service

Customer Service

1. Maintains utility billing records and accounts.
2. Bills and collects from utility customers.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
CUSTOMER SERVICE	20/30

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	142,699	146,433	145,687	156,549
SUPPLIES	20,827	22,550	23,050	23,050
CONTRACTUAL SERVICES	37,633	43,401	42,901	42,901
CAPITAL OUTLAY				
PROGRAM TOTAL	201,159	212,384	211,638	222,500

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Customer Service Manager	1	1	1	1
Customer Service/UB Technician	3	3	3	2
Meter Service Technicians	0	0	0	0
TOTAL FULL TIME:	4	4	4	3
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	4	4	4	3

SIGNIFICANT BUDGET CHANGES:



Non-Departmental

Non-Departmental

1. Accounts for unemployment, property insurance and other enterprise fund expenditures not identified with a specific department.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
NONDEPARTMENTAL	20/50

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	17,570	17,943	18,719	19,631
SUPPLIES				
CONTRACTUAL SERVICES	1,957	91,093	62,735	73,732
CAPITAL OUTLAY				
PROGRAM TOTAL	19,527	109,036	81,454	93,363

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:



Debt Service

Debt Service

1. Accounts for semiannual principal and interest payments on enterprise fund debt obligations.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
DEBT SERVICE	21/1

PROGRAM EXPENDITURES:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	599,467	547,970	547,970	515,059
CAPITAL OUTLAY				
PROGRAM TOTAL	599,467	547,970	547,970	515,059

PERSONNEL SUMMARY:

	FY 17	FY 18	FY 18	FY 19
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

FY 2018 - Includes \$1,500 in paying agent fees.

**W&S CERTIFICATE OF OBLIGATION BONDS
ANNUAL DEBT SERVICE REQUIREMENTS
ALL SERIES**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2019	360,000.00	155,058.50	515,058.50
2020	370,000.00	144,902.50	514,902.50
2021	380,000.00	134,449.50	514,449.50
2022	390,000.00	123,699.50	513,699.50
2023	395,000.00	112,653.50	507,653.50
2024	415,000.00	101,407.50	516,407.50
2025	425,000.00	89,568.50	514,568.50
2026	435,000.00	77,433.50	512,433.50
2027	425,000.00	67,897.50	492,897.50
2028	440,000.00	58,526.50	498,526.50
2029	220,000.00	48,837.50	268,837.50
2030	225,000.00	43,337.50	268,337.50
2031	230,000.00	37,150.00	267,150.00
2032	235,000.00	30,825.00	265,825.00
2033	245,000.00	23,775.00	268,775.00
2034	250,000.00	16,425.00	266,425.00
2035	255,000.00	8,925.00	263,925.00
TOTAL	5,695,000.00	1,274,872.00	6,969,872.00

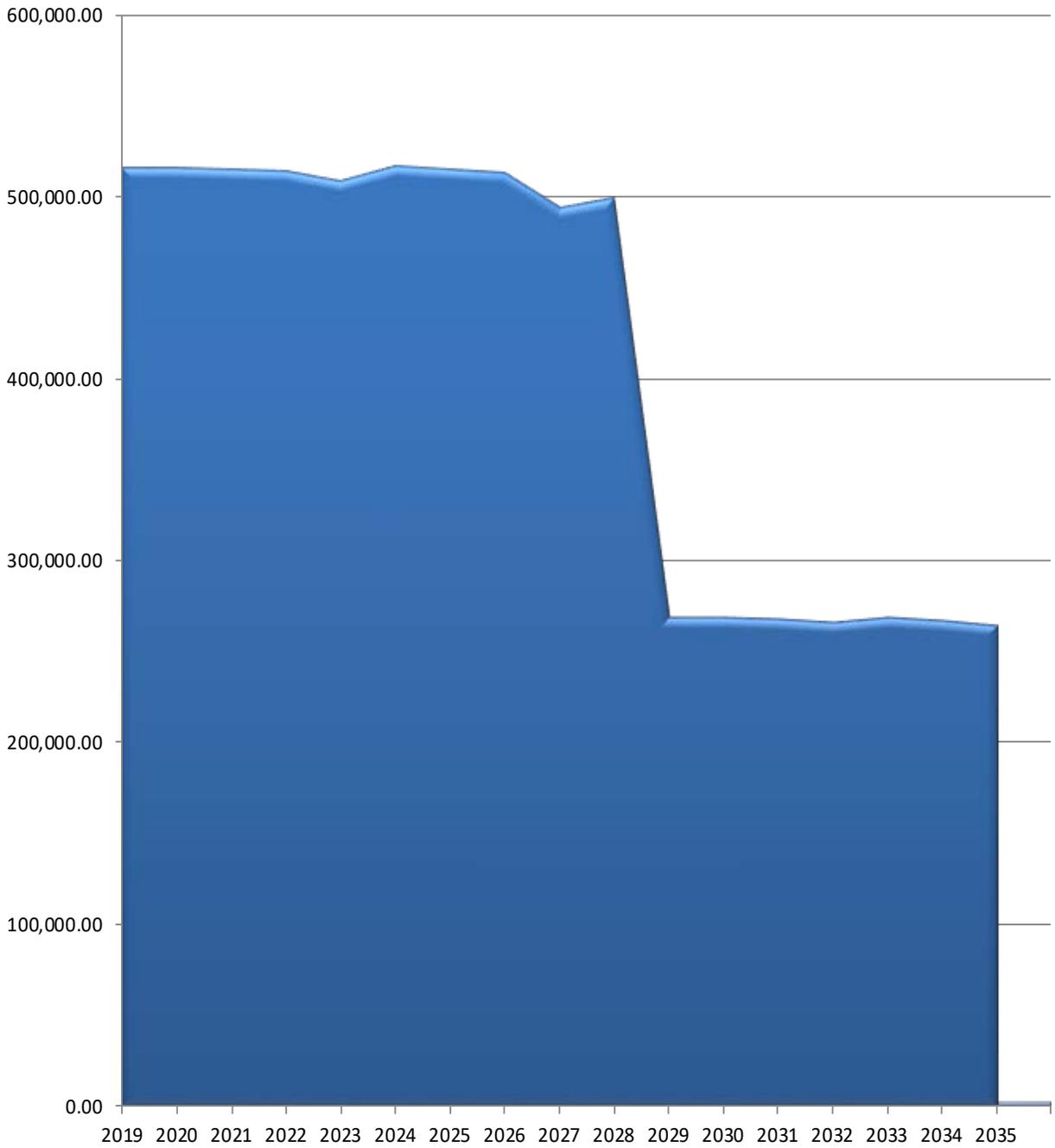
**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2015**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2019	155,000.00	112,212.50	267,212.50
2020	160,000.00	106,012.50	266,012.50
2021	165,000.00	99,612.50	264,612.50
2022	170,000.00	93,012.50	263,012.50
2023	175,000.00	86,212.50	261,212.50
2024	185,000.00	79,212.50	264,212.50
2025	190,000.00	71,812.50	261,812.50
2026	200,000.00	64,212.50	264,212.50
2027	205,000.00	59,212.50	264,212.50
2028	210,000.00	54,087.50	264,087.50
2029	220,000.00	48,837.50	268,837.50
2030	225,000.00	43,337.50	268,337.50
2031	230,000.00	37,150.00	267,150.00
2032	235,000.00	30,825.00	265,825.00
2033	245,000.00	23,775.00	268,775.00
2034	250,000.00	16,425.00	266,425.00
2035	255,000.00	8,925.00	263,925.00
TOTAL	<u>3,475,000.00</u>	<u>1,034,875.00</u>	<u>4,509,875.00</u>

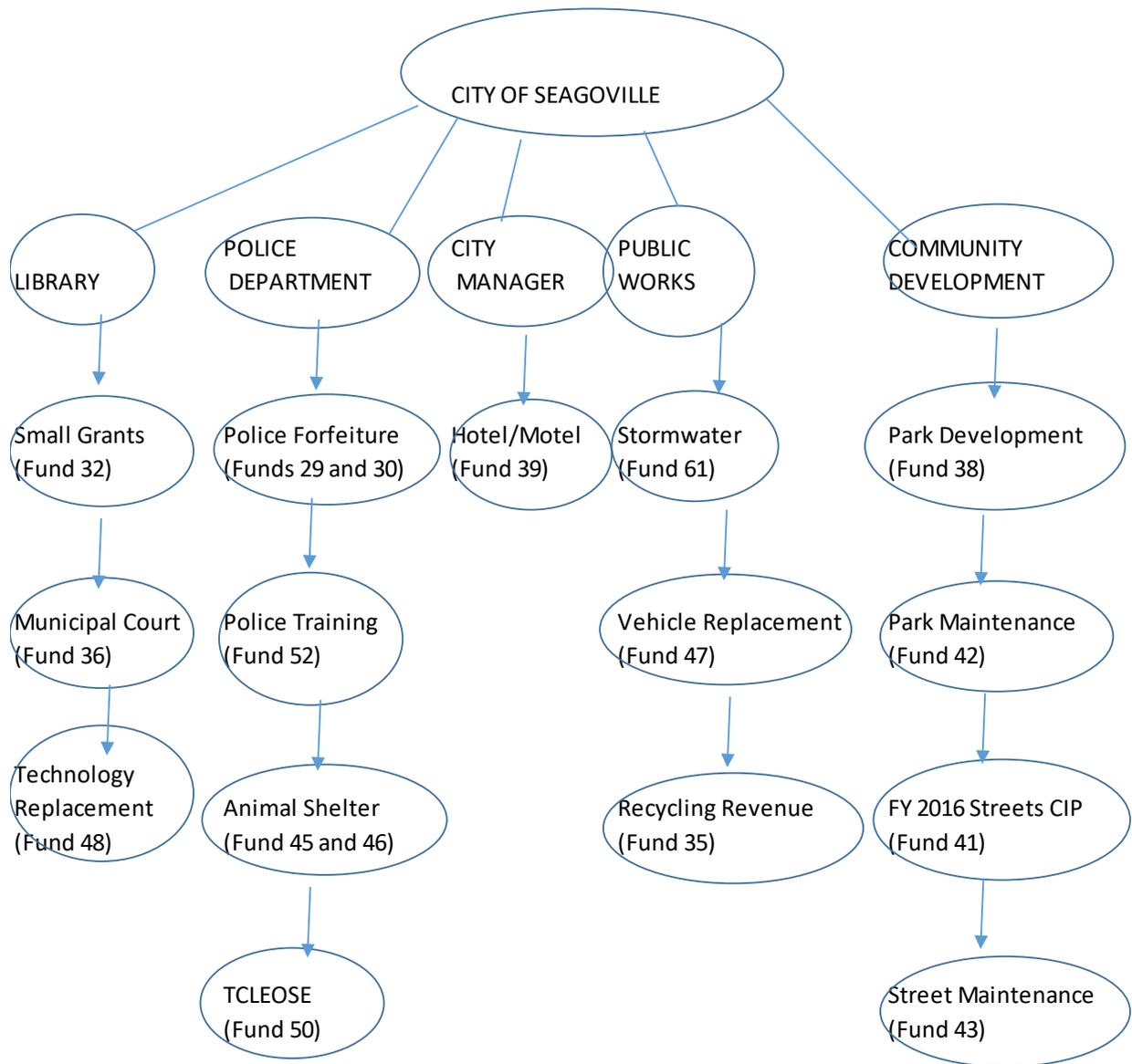
**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
REFUNDING SERIES 2017**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2019	205,000.00	42,846.00	247,846.00
2020	210,000.00	38,890.00	248,890.00
2021	215,000.00	34,837.00	249,837.00
2022	220,000.00	30,687.00	250,687.00
2023	220,000.00	26,441.00	246,441.00
2024	230,000.00	22,195.00	252,195.00
2025	235,000.00	17,756.00	252,756.00
2026	235,000.00	13,221.00	248,221.00
2027	220,000.00	8,685.00	228,685.00
2028	230,000.00	4,439.00	234,439.00
TOTAL	<u>2,220,000.00</u>	<u>239,997.00</u>	<u>2,459,997.00</u>

Annual Water and Sewer Debt Service Requirements



**CITY OF SEAGOVILLE, TEXAS
SPECIAL REVENUE FUNDS OVERVIEW**



City of Seagoville, Texas
Budget Summary
Police State Forfeiture Fund (Fund 29)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$2,192	\$1,584	\$1,584	\$3,641
Revenues				
Revenue from seizures			3,836	-
Miscellaneous	623	-		-
Total Revenues	\$623	\$0	\$3,836	\$0
Total Available Funds	\$2,815	\$1,584	\$5,420	\$3,641
Expenditures				
Police	1,231	-	1,779	-
Total Expenditures	\$1,231	\$0	\$1,779	\$0
Ending Fund Balance	\$1,584	\$1,584	\$3,641	\$3,641

Established to account for revenues accumulated and restricted to expenditure for police operations.

City of Seagoville, Texas
Budget Summary
Police Federal Forfeiture Fund (Fund 30)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$1,582	\$1,582	\$1,582	\$1,582
Revenues				
Revenue from seizures	-	-	-	-
Total Revenues	\$0	\$0	\$0	\$0
Total Available Funds	\$1,582	\$1,582	\$1,582	\$1,582
Expenditures				
Police	-	-	-	-
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$1,582	\$1,582	\$1,582	\$1,582

Established to account for revenues accumulated and restricted to expenditure for police operations.

**City of Seagoville, Texas
Budget Summary
Small Grants Fund (Fund 32)**

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$11,095	\$10,143	\$10,143	\$9,454
Revenues				
Library	1,240	2,000	2,000	2,000
Donations		500	(190)	
Police	2,034			
Total Revenues	3,274	2,500	1,810	2,000
Total Available Funds	\$14,369	\$12,643	\$11,953	\$11,454
Expenditures				
Community Development		-		
Community Support	1,940	2,500	2,500	2,500
Public Safety	945	-		-
Total Expenditures	2,885	2,500	2,500	2,500
Transfer:				
To TCLOSE Fund	1,341	-		-
Total Transfers	1,341	-	-	-
Ending Fund Balance	\$10,143	\$10,143 ▲	\$9,454	\$8,954

Note: FY 2018

Includes \$2,000 WalMart grant for funding Summer Reading Club.

City of Seagoville, Texas
Budget Summary
Recycling Revenue (Fund 35)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$2,230	\$1,714	\$1,714	\$1,714
Revenues				
Fees	284	500	500	500
Total Revenues	\$284	\$500	500	\$500
Total Available Funds	\$2,514	\$2,214	\$2,214	\$2,214
Expenditures				
Supplies	799	500	500	500
Total Expenditures	\$799	\$500	\$500	\$500
Ending Fund Balance	\$1,714	\$1,714	\$1,714	\$1,714

Note:

Accounts for disposal fees of recyclable materials and expenditures of those resources

City of Seagoville, Texas
Budget Summary
Municipal Court Fund (Fund 36)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$31,370	\$32,979	\$32,979	\$34,507
Revenues				
Fines	9,455	12,192	9,500	9,500
Total Available Funds	\$40,825	\$45,171	\$42,479	\$44,007
Expenditures	7,846	9,996	7,972	7,972
Ending Fund Balance	\$32,979	\$35,175	\$34,507	\$36,035

Note:

Proposed expenditures include baliff pay, the maintenance of the camera security system , annual maintenance of the court software system (1) Epson TM-H6000III Thermal Receipt Printer, (2) Court Case Management , (3) Crimes Interface through Sam Houston State University, (4) Media Plus Automated Cash Drawer and miscellaneous supplies.

City of Seagoville, Texas
Budget Summary
Park Development Fund (Fund 38)

	Actual 2016-2017	Budget 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$58,000	\$114,500	\$114,500	\$114,500
Revenues:				
Development Fees	56,500	-	-	-
Total Available Funds	\$114,500	\$114,500	\$114,500	\$114,500
Expenditures	-	-	-	-
Ending Fund Balance	\$114,500	\$114,500	\$114,500	\$114,500

Established to account for resources provided by the park development fee utilized for the development of amenities and improvements on park dedicated land to meet the standards for a neighborhood park to serve the area in which the new subdivision is located. All funds collected by this dedication process will be deposited in the City's Park Development Fund and used solely for the purchase or leasing of park land and the development of same. Current resources are committed to the development of park amenities in Highland Meadows Phases I and II

City of Seagoville, Texas
Budget Summary
Hotel / Motel Fund (Fund 39)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$0	\$0	\$0	\$0
Revenues:				
Hotel Motel Ocupancy Tax	40,480	27,500	27,500	27,500
Total Available Funds	\$40,480	\$27,500	\$27,500	\$27,500
Expenditures:				
Chamber of Commerce	40,480	27,500	27,500	27,500
Ending Fund Balance	\$0	\$0	\$0	\$0

Note: Funds local Chamber of Commerce activities.

City of Seagoville, Texas
Budget Summary
Park Maintenance Fund (Fund 42)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$1,685	\$2,453	\$2,453	\$4,453
Revenue:				
SYSA Fees	768	2,000	2,000	2,000
Total Available Funds	\$2,453	\$4,453	\$4,453	\$6,453
Expenditures:				
Community Development		-	-	-
Ending Fund Balance	\$2,453	\$4,453	\$4,453	\$6,453

Established to account for donations received and utilized for the resources generated and utilized to maintain City parks.

**City of Seagoville, Texas
Budget Summary
Street Maintenance Fund (Fund 43)**

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$0	\$1,362,786	\$1,362,786	\$908,881
Revenue:				
Proceeds from Bond Sale	-	-	-	3,600,000
Interest	2,690		17,500	30,000
Total Available Funds	2,690	1,362,786	1,380,286	4,538,881
Expenditures:				
Community Development	169,138	-		-
Capital Outlay	247,110	981,000	1,203,255	2,680,000
Total Expenditures	416,248	981,000	1,203,255	2,680,000
Transfer:				
From General Fund	1,513,987			
From General Fund	262,357	731,850	731,850	431,850
From W&S Fund		-	-	-
Total Transfers	1,776,344	731,850	731,850	431,850
Ending Fund Balance	\$1,362,786	\$1,113,636	\$908,881	2,290,731

Established to account for the accumulation of resources for street maintenance projects for asphalt and concrete roadways throughout the City

2019 expenditures	
Malloy Bridge Road	700,000
Crestview Drive	1,070,000
Ross Lane	910,000

City of Seagoville, Texas
Budget Summary
Animal Shelter Operations Fund (Fund 45)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$4,511	\$6,840	\$6,840	\$6,840
Revenue:				
Donations	3,396	3,000	3,000	3,000
Total Available Funds	\$7,906	\$9,840	\$9,840	\$9,840
Expenditures:				
Public Safety	1,066	3,000	3,000	3,000
Ending Fund Balance	\$6,840	\$6,840	\$6,840	\$6,840

Established to account for donations received and utilized for the operations of the City's animal shelter

City of Seagoville, Texas
Budget Summary
Animal Shelter Building Fund (Fund 46)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$4,489	\$4,490	\$4,490	\$4,492
Revenues:				
Shelter Operations Fund 45	\$1	\$0	\$2	\$2
Donations		-	-	-
Total Available Funds	\$4,490	\$4,490	\$4,492	\$4,494
Expenditures		-	-	-
Ending Fund Balance	\$4,490	\$4,490	\$4,492	\$4,494

Established to accumulate resources for the construction of a future animal shelter.

City of Seagoville, Texas
Budget Summary
Vehicle Replacement Fund (Fund 47)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$82,755	\$124,755	\$124,755	\$169,255
Revenues:				
Sales of Surplus Property	-	2,500	2,500	2,500
Interest	-	-	-	100
Total Available Funds	\$82,755	\$127,255	\$127,255	\$171,855
Expenditures		-	-	-
Transfers:				
From General Fund	42,000	42,000	42,000	42,000
Ending Fund Balance	\$124,755	\$169,255	\$169,255	\$213,855

Established to account for resources accumulated and utilized for vehicle replacement.

City of Seagoville, Texas
Budget Summary
Technology Replacement Fund (Fund 48)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$0	\$0	\$0	\$0
Revenue:				
Total Available Funds	\$0	\$0	\$0	\$0
Expenditures:				
General Government	-	17,500	17,500	17,500
Total Expenditures	-	17,500	17,500	17,500
Transfer:				
From General Fund	-	17,500	17,500	17,500
Total Transfers	-	17,500	17,500	17,500
Ending Fund Balance	\$0	\$0	\$0	\$0

Established to account for funds received and utilized for the replacement of Information Technology resources

**City of Seagoville, Texas
Budget Summary
TCLEOSE Fund (Fund 50)**

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$0	\$417	\$417	\$1,417
Revenue:				
Grant Revenue		2,000	2,000	2,000
Total Available Funds	\$0	\$2,417	\$2,417	\$3,417
Expenditures:				
Public Safety	924	2,000	1,000	1,000
Total Expenditures	924	2,000	1,000	1,000
Transfer:				
From Small Grants Fund	1,341			-
Total Transfers	1,341	-	-	-
Ending Fund Balance	\$417	\$417	\$1,417	\$2,417

Established to account for funds received and utilized for Police training

City of Seagoville, Texas
Budget Summary
Police Training Fund (Fund 52)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$4,270	\$4,270	\$4,270	\$4,270
Revenues:				
Training Revenues		2,500	-	2,500
Total Available Funds	\$4,270	\$6,770	\$4,270	\$6,770
Expenditures		2,000	-	2,000
Ending Fund Balance	\$4,270	\$4,770	\$4,270	\$4,770

Established to account for resources provided and utilized for public safety training initiatives.

City of Seagoville, Texas
Budget Summary
Storm Water Fund (Fund 61)

	Actual 2016-2017	Budgeted 2017-2018	Projected 2017-2018	Proposed 2018-2019
Beginning Fund Balance	\$101,212	\$91,505	\$91,505	\$143,857
Revenues				
Storm Water Fees	70,463	140,250	108,900	213,585
Debt Proceeds	-	-	-	1,000,000
Total Revenues	171,675	231,755	200,405	1,357,442
Expenditures				
Supplies	3,122	1,300	-	1,300
Contractual Services	29,400	32,000	8,900	36,360
Drainage Projects	20,048	79,450	20,048	1,000,000
Debt Service	-	-	-	77,606
Transfer to General Fund	27,600	27,600	27,600	27,600
Total Expenditures	\$80,170	\$140,350	\$56,548	\$1,142,866
Ending Fund Balance	\$91,505	\$91,405	\$143,857	\$214,576

BUDGET GLOSSARY – LIST OF ACRONYMS

The annual budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader in understanding these terms, this list of acronyms has been included in the budget document.

ACM Assistant City Manager

Adm Administrative

C. O. Certificate of Obligation

CAD Computer aided dispatch

CAFR Comprehensive Annual Financial Report

CIP Capital improvement program

CPA Certified Public Accountant

CPR Cardio pulmonary resuscitation

Code Enf. Code Enforcement

DWI Driving while intoxicated

DWU Dallas Water Utilities

EMS Emergency Medical Services

EPA Environmental Protection Agency

F. H. Fire hydrants

FMLA Family Medical Leave Act

FT Full time

FY Fiscal year

FYE Fiscal year end

GAAP Generally accepted accounting principles

G&A General and administrative

G. O. General obligation

GFOA Government Finance Officers Association

HR Human Resources Department

I&I Infiltration and inflow

I&S Interest and sinking fund

Info Information

ISD Independent School District

IT Information Technology

L. F. Linear feet

LEFIS Lower East Fork Interceptor System

M&O Maintenance and Operations

MGD Million gallons per day

Mgr Manager

NCIC National Crime Information Center

NCTCOG North Central Texas Council of Governments

ONCOR Utility company

OT Overtime

P/Z Planning and Zoning Department

Part. Contrib. Participant contribution

Part I Crimes Murder, rape, robbery, aggravated assault, burglary, theft, motor vehicle theft, and arson.

Prop Property

PT Part time

PWD Public Works Director

R&R Repair and replacement

SAFER Staffing for Adequate Fire and Emergency Response

SEDC Seagoville Economic Development Corporation

Sr. Senior

SWAT Seagoville Work Action Team

TCEQ Texas Commission on Environmental Quality

TCIC Texas Crime Information Center

TCLEOSE Texas Commission on Law Enforcement Officers Standards and Education

W&S Water and sewer

BUDGET GLOSSARY

The annual budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader in understanding these terms, this glossary has been included in the budget document.

Activity - A service performed by a department or division.

Accrual Basis of 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. For example, water revenues which, are billed in September, are recorded as revenues in September, even though payment in cash actually received in October. Similarly, services or supplies which have been received in September, but actually paid for by the City (expenses) in September. Accrual accounting is used for the City's enterprise funds.

Adopted Budget – The budget as modified and finally approved by the City Council. The adopted budget is authorized by ordinance, which sets the legal spending limits for the fiscal year.

Ad Valorem Tax – A tax levied on the assessed valuation of land and improvements.

Animal Shelter Operations Fund - Accounts to fund all donations and related expenditures for the operation of the animal shelter.

Appropriation Ordinance – The official enactment by the City Council establishing the legal authority for City officials to obligate and expend resources.

Assessed Valuation - A valuation set upon real and personal property by the County Appraisal District as a basis for levying taxes.

Assets – Resources owned or held by the City which have monetary value.

Balanced Budget – A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed revenues plus fund balances.

Basis of Accounting – A term used referring as to when revenues, expenditures, expenses, and transfers and related assets and liabilities – are recognized in the accounts and reported in the City's financial statements.

Bond – A promise to repay borrowed money on a particular date, including the payment of a specified dollar amount of interest at predetermined intervals, often twenty years in the future.

Budget - A financial plan for a specified period of time that matches all planned revenues and expenditures with various municipal services. It is the primary means by which most of the expenditure and service delivery activities of a government are controlled.

Budget Adjustment (Amendment) – A formal legal procedure utilized by the City to revise a budget during a fiscal year.

Budget Calendar – The schedule of dates used as a guide to complete the various steps of the budget preparation and adoption processes.

Budget Message – The opening section of the budget document from the City Manager which provides the City Council and the public with a general summary of the most important aspects of the budget. Sometimes referred to as a “transmittal letter.”

Budgetary Control – The control of management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Capital Improvement Program - This is the City's plan to finance major infrastructure development and improvement. It is primarily funded through General Obligation bonds, Certificates of obligation and Revenue bonds.

Capital Outlay – An expenditure which results in the acquisition of or addition to fixed assets, and meets these criteria: having an anticipated useful life of more than one year; can be permanently identified as an individual unit of property; belonging to one of the following categories – land, building, machinery and equipment, vehicles, or furniture and fixtures; constitutes a tangible, permanent addition to the value of City assets; does not constitute repair or maintenance; and is not readily susceptible to loss. In the budget, capital outlay is budgeted as expenditures in all fund types.

Capital Project Fund – A fund used to account for the financial resources to be used for the acquisition or construction of major capital facilities or equipment, usually financed by the issuance of debt.

Certificates Of Obligation – Tax supported bonds that are similar to general obligation bonds and can be issued after meeting strict publication requirements and with final approval of the City Council.

Contractual Services – Services that by their nature can be performed only by persons or firms with specialized skills and knowledge. Services purchased to operate, repair and maintain property owned or used by the City. These services are performed by persons other than City employees. Amounts paid for services rendered by organizations or personnel not on the payroll of the City (separate from professional and technical services or property services).

Current Taxes – Taxes levied and due within one year.

Debt Service - Payment of interest and principal on an obligation resulting from bond sales or lease-purchase agreements.

Debt Service Fund – A fund used to account for resources and expenditures related to retirement of the City’s general obligation debt service, sometimes referred to as an “interest and sinking fund.”

Department - A major administrative unit of the City, which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Encumbrance - The commitment of appropriated funds to purchase an item or service.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business. It is the City's intent to recover the costs of providing a service primarily through user charges.

Expenditures - Outflow of non-enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

Expenses - Outflow of enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

Fiscal Year – The time period designated by the City signifying the beginning and ending period for the recording of financial transactions. The City’s fiscal year is October 1 through September 30.

Franchise Fee - A fee levied by City Council on businesses that use City property or right-of-way. This fee is usually charged as a percentage of gross receipts.

Full-Time Equivalent (FTE) Position – A position for an employee working a 40-hour work week for 52 weeks a year, i.e., 2,080 annual hours (2,756 annual hours for firefighters).

Fund - A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific operations.

Fund Balance - The difference between fund assets and fund liabilities of governmental and similar trust funds, sometimes called working capital in enterprise funds.

General Fund – The fund used to account for financial resources except those funds required to be accounted for in another fund. The general fund is tax supported and includes the operations of most City services, i.e., police, fire, streets, parks and recreation, and administration.

General Obligation Debt – Money owed on interest and principal to holders of the City's general obligation bonds. The debt is supported by revenues provided from real property, which is assessed through the taxation power of the City.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

Goal – A broad, general statement of each department's or division's desired social or organizational outcomes.

Governmental Funds – Funds generally used to account for tax-supported activities. Examples of different types of governmental funds are: the general fund, special revenue funds, debt service funds, and capital project funds.

Grant Fund - Revenues and expenditures directly attributable to various grants and contributions.

Hotel Occupancy Tax Fund - Accounts for revenues and expenditures relating to the use of hotel occupancy tax receipts. Because of the restricted types of uses allowed for these monies, they are accounted for in a separate fund.

Liability – Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.

Mixed Beverage Tax – A tax imposed on the gross receipts of a licensee for the sale, preparation or serving of mixed beverages.

Modified Accrual Basis of Accounting – A basis of accounting in which expenditures are accrued but revenues is recorded when “measurable” or as available for expenditure.

Municipal - Of or pertaining to a city or its government.

Municipal Court Fund – Money from court fees dedicated to financing technology and security initiatives for the Municipal Court function.

Object Code - The standard citywide classification of the expenditures such as office supplies or rental or equipment.

Objective – A specific statement of desired end, which can be measured.

Operating Budget – Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of the City are controlled. The City's Charter and State law requires the use of annual operating budgets.

Operations and Maintenance Expenditures – Expenditures for routine supplies and maintenance costs necessary for the operation of a department of the City.

Ordinance – A formal legislative enactment of the City Council.

Payment-In-Lieu Of Taxes – A payment made to the City in lieu of taxes. These payments are generally made by tax exempt entities for which the City provides specific services. The City's water and wastewater utility fund provides these payments to the City's general fund because of the fund's exemption from property taxation.

Performance Measures - Specific quantitative measures of work performed within an activity or program. They may also measure results obtained through an activity or program.

Personal Services – Expenditures for salaries, wages and fringe benefits.

Police Seizure Funds - Accounts for the revenue and expenditures related to the award of monies or property by the courts or federal government to the police department. The funds are expended for specified police department purposes.

Police Training Fund - To account for resources used for police department activities.

Proprietary Funds – Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Revenue - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines and forfeitures, grants, shared revenues, and interest income.

Revenue Bonds – Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund, in addition to a pledge of revenues.

Sales Tax for General Revenue – The sales tax for general revenue is a one-percent tax that may be levied by a City on all goods sold in the City. The revenues from the tax may be spent on almost any lawful purpose of the City.

Sales Tax for Property Tax Relief – The sales tax for property tax relief is an optional, dedicated City sales tax, the revenues of which offset an equivalent amount of City property tax revenue. The rate of a sales tax for property tax relief may be one-eighth, one-fourth, three-eighths, or one-half of one percent of the cost of goods sold within the

City that are subject to sales taxes. The combined rate of all local sales taxes within the City, however, cannot exceed two percent.

Special Assessments - A compulsory levy made against certain properties to defray part of all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund – A fund used to account for proceeds of specific revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specified purposes, or have been segregated by financial policy to maintained separately.

Storm Water Fund – Accounts for resources received for the funding of activities to comply with the storm sewer permit.

Supplies – Amounts paid for items that are consumed or deteriorated through use.

Tax Base – The total value of all real and personal property in the City as of January 1 each year, as certified by the County Appraisal District's Appraisal Review Board. The tax base represents the net taxable value after exemptions. (Also sometimes referred to as "assessed taxable value.")

Tax Levy - The total revenues to be raised by ad valorem taxes for expenditures as authorized by the City Council.

Tax Rate - The amount of tax levied for each \$100 of valuation.

Taxes – Compulsory charges levied by the City for financing services performed for the common benefit.

Taxes Prior Years - Taxes that remain unpaid on or after the date on which a penalty for non-payment is attached.

User Charges - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Water and Sewer Fund - Accounts for all revenues and expenses relating to the operation of the water and wastewater system.

Working Capital – The current assets less the current liabilities of a fund. For budgetary purposes, working capital, rather than retained earnings, is generally used to reflect the available resources of enterprise funds.

**Seagoville Economic Development Corporation
Fund Summary FY 2019**

Account Description	Actual FY 2016	Actual FY 2017	Budget FY 2018	Projected FY 2018	Proposed FY 2019
Total Net Position October 1	1,287,310	1,401,915	1,833,353	1,833,353	2,192,815
Revenues					
Sales Tax Revenues	695,869	776,286	765,020	803,275	810,921
Rent Revenue	12,600	17,363	23,400	19,300	21,600
Insurance Recovery	10,000	-	-	-	-
Reimbursement/Other	-	13	-	-	-
Interest Income	719	719	700	721	725
Total Revenue	719,188	794,381	789,120	823,296	833,246
Total Resources Available	2,006,498	2,196,296	2,622,473	2,656,649	3,026,062
Expenditures					
<u>Administrative & Operations</u>					
Administrative Cost	75,599	205,974	200,192	37,974	62,385
Operations	112,721	88,384	310,010	244,360	302,210
Total Administrative & Operations	188,320	294,358	510,202	282,334	364,595
<u>Economic Development Assistance</u>					
Tractor Supply Development	300,000	-	-	-	-
Shorty's BBQ	-	-	-	30,000	-
Economic Development Grant - Actuant (Precision/Hays)	50,000	50,000	-	-	-
Total Economic Development Assistance	350,000	50,000	-	30,000	-
<u>City and Community Oriented Projects</u>					
Fireworks	5,250	5,000	5,000	5,000	5,000
Kidfish Event	675	105	3,500	3,500	3,500
Quality of Life Projects	41,231	-	100,000	143,000	100,000
Special Events Chamber of Commerce	-	-	-	-	-
Total City and Community Projects	47,155	5,105	108,500	151,500	108,500
<u>Debt Service</u>	11,036	13,479	-	-	-
<u>Facade Improvement Program</u>	8,071	-	-	-	-
Total Expenditures	604,582	362,942	618,702	463,834	473,095
Excess of Revenue over Expenditures	114,605	431,440	170,418	359,462	360,151
Total Net Position September 30	1,401,915	1,833,353	2,003,771	2,192,815	2,552,967
Invested in Capital Assets	711,285	836,654	836,654	670,135	670,135
Working Capital	690,630	996,699	1,167,117	1,522,680	1,882,832
Daily Operating Cost	515.94	806.46	1,397.81	773.52	998.89