

CITY OF SEAGOVILLE, TEXAS
FY 2017 PROPOSED OPERATING BUDGET
AUGUST 1, 2016





City of Seagoville, Texas

Proposed Operating Budget

October 1, 2016 – September 30, 2017



City of Seagoville, Texas
Proposed Operating Budget
October 1, 2016 – September 30, 2017

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City of Seagoville, Texas
Principal City Officials
2016 - 2017

City Council

Dennis Childress	Mayor	Term Expires May, 2017
Jose Hernandez	Mayor Pro-Tem, Place 2	Term Expires May, 2017
Rick Howard	Council Member, Place 1	Term Expires May, 2018
Harold Magill	Council Member, Place 3	Term Expires May, 2018
Mike Fruin	Council Member, Place 4	Term Expires May, 2017
Jon Epps	Council Member, Place 5	Term Expires May, 2018

City Executive Staff

Pat Stallings	City Manager
Patrick Harvey	Finance Director
Pat Stallings	Police Chief
Todd Gilcrease	Fire Chief
Cindy Brown	Human Resources/Risk Mgmt Director
Dara Crabtree	City Secretary
Liz Gant	Library Director
Phil DeChant	Utilities Director
Ladis Barr	Community Development Director



FY 2017 BUDGET CALENDAR

May , 2016	Review of Mid Year Projections and FYE Fund Balance Estimate	City Manager, Finance Director
May 23 – June 10, 2016	Department Operating Budget Preparation	Department Heads
June 2016	Budget Review – All Funds	City Manager, Department Heads, Finance
June, July 2016	Insurance Costs – TML and Health	Human Resources, Finance
July 25, 2016	Completion of Budget Drafting of Budget Message from CM	City Manager, Finance Director, Department Heads
July 25, 2016	Receive Certified Appraisal Roll	Dallas/Kaufman County Appraisal Districts
July 25, 2016	Council Budget Workshop	City Manager, Finance Director, City Council
July 31, 2016	Budget Submitted to City Secretary	Staff
August 1, 2016	Calculate Effective Tax Rate	Tax Assessor/Collector
August 1, 2016	Publish Notice of Three Public Hearings 1. Proposed Budget FY 2017 and Proposed Tax Rate (Two Public Hearings) 2. Hotel/Motel Budget, Water/Sewer Rates (One Public Hearing) and Sanitation Rates (One Public Hearing)	City Secretary
August 1, 2016	Present Budget to Council, Discuss Tax Rate	City Manager, Finance Director, City Council
August 1, 2016	Resolution Accepting Tax Roll, Discuss Tax Rate and take record vote	City Council
August 8, 2016	Detailed Council Budget Workshop	City Manager, Finance Director, City Council
August 15, 2016	First of Two Public Hearings on FY 2017 Budget and Tax Rate Public Hearing on Hotel/Motel, Water/Sewer Rates and Sanitation Rates First Reading of Water/Sewer Rate Ord. and Sanitation Ord. 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
September 1, 2016	Publish “Notice of Vote on Tax Rate”	City Secretary
August 29, 2016	Second of Two Public Hearings on FY 2017 Budget and Tax Rate Second reading of Water/Sewer Rate Ord. and Sanitation Ord. Adoption of Water/Sewer Rate Ordinance and Sanitation Ordinance. 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
September 19	Adoption of Budget FY 2017, Tax Rate, Hotel/Motel Budget and Grants, SEDC Budget and Tax Rate	City Council
September 20	Notify Tax Assessor/Collector of Tax Rate	Finance Director
October 1	Fiscal Year 2017 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 2016-2017

Fund Type and Name	October 1 Estimated Fund Balance	Total Receipts	Total Funds Available	Total Expenditures	Transfers In (Out)	September 30 Estimated Fund Balance
Governmental Fund Types						
<u>General Operating Funds</u>						
General Fund	2,506,867	7,961,361	10,468,228	8,376,552	217,904	2,309,580
	<u>2,506,867</u>	<u>7,961,361</u>	<u>10,468,228</u>	<u>8,376,552</u>	<u>217,904</u>	<u>2,309,580</u>
<u>Debt Service Funds</u>						
General Obligation Debt Service	11,630	192,219	203,849	192,198	-	11,651
	<u>11,630</u>	<u>192,219</u>	<u>203,849</u>	<u>192,198</u>	<u>-</u>	<u>11,651</u>
<u>Special Revenue Funds</u>						
Police State Forfeiture	2,192	623	2,815	-	-	2,815
Police Federal Forfeiture	1,582	-	1,582	-	-	1,582
Small Grants Fund	12,871	2,550	15,421	2,777	-	12,644
Revenue Recycle Fund	2,377	500	2,877	500	-	2,377
Municipal Court Fund	31,774	7,500	39,274	-	-	39,274
Park Development Fund	58,000	-	58,000	-	-	58,000
Hotel Motel Fund	-	24,000	24,000	24,000	-	-
Park Maintenance Fund	1,685	2,000	3,685	-	-	3,685
Street Maintenance Fund	-	100	100	-	120,000	120,100
Animal Shelter Operations	3,710	1,500	5,210	3,000	-	2,210
Animal Shelter Building	4,489	-	4,489	-	-	4,489
Vehicle Replacement	81,676	2,500	84,176	-	42,000	126,176
Police Training Fund	5,150	3,000	8,150	5,000	-	3,150
Storm Water Fund	104,989	82,800	187,789	55,300	(27,600)	104,889
	<u>310,495</u>	<u>127,073</u>	<u>437,568</u>	<u>90,577</u>	<u>134,400</u>	<u>481,391</u>
<u>Capital Projects Funds</u>						
FY 2015 Street Projects Fund	1,878,759	2,000	1,880,759	1,774,815	-	105,944
	<u>1,878,759</u>	<u>2,000</u>	<u>1,880,759</u>	<u>1,774,815</u>	<u>-</u>	<u>105,944</u>
Total Governmental Fund Types	<u>4,707,752</u>	<u>8,282,653</u>	<u>12,990,405</u>	<u>10,434,142</u>	<u>352,304</u>	<u>2,908,567</u>
Business-Type Activities						
<u>Water and Sewer Funds</u>						
Water and Sewer Operating Fund	969,069	7,029,775	7,998,844	6,657,817	(352,304)	988,723
Total Business-Type Activities	<u>969,069</u>	<u>7,029,775</u>	<u>7,998,844</u>	<u>6,657,817</u>	<u>(352,304)</u>	<u>988,723</u>
Total All Funds	<u>5,676,821</u>	<u>15,312,428</u>	<u>20,989,249</u>	<u>17,091,959</u>	<u>-</u>	<u>3,897,290</u>

NOTE:
Revenues and Expenditures do not include interfund transfers.

Position Analysis

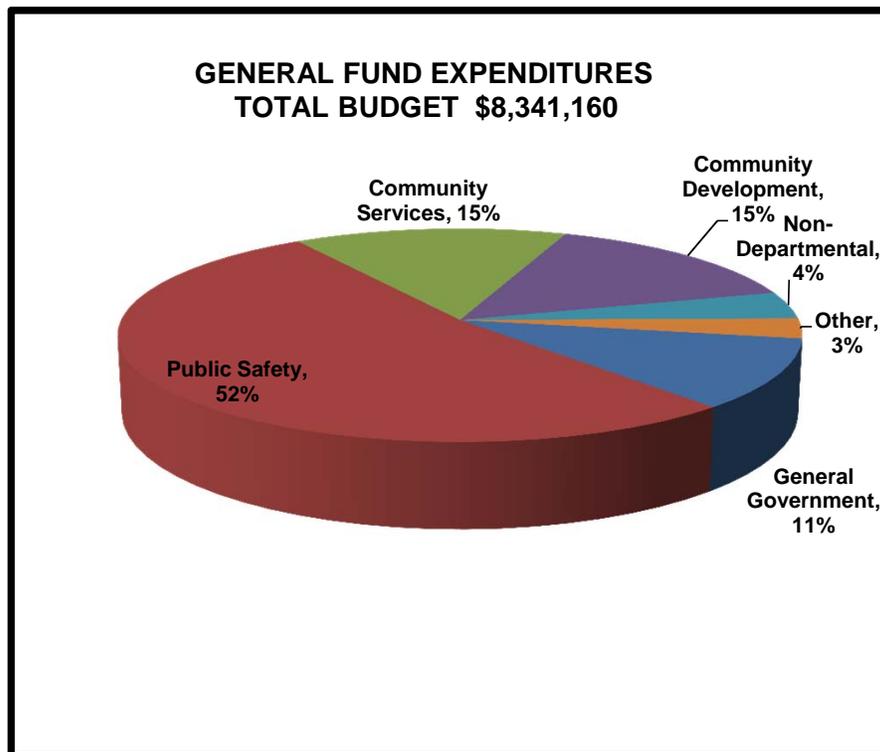
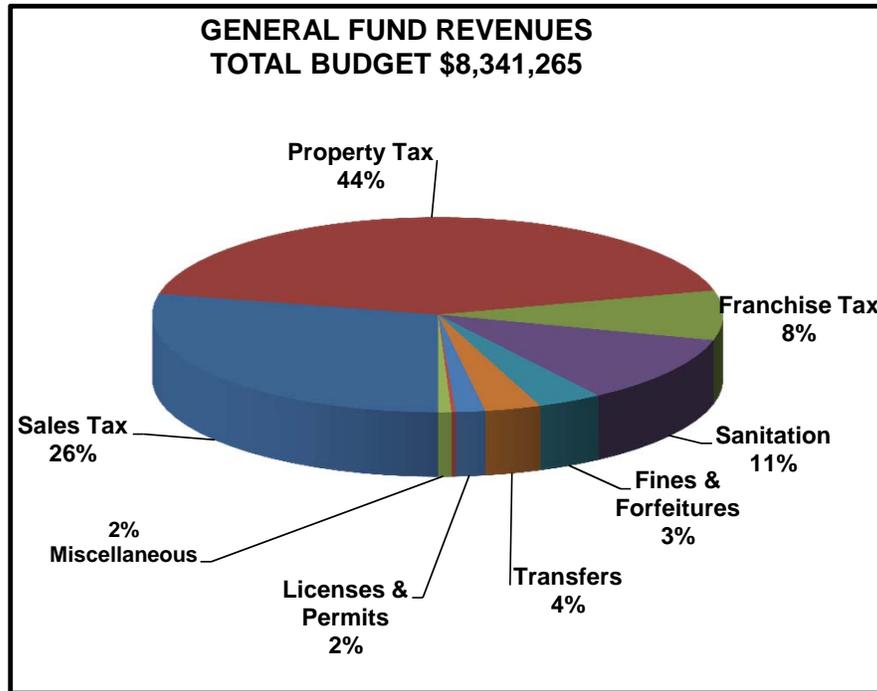
DEPT. DEPARTMENT/TITLE	Actual 2014-2015				Projected 2015-2016				Budget 2016-2017			
	FT PERM.	PT PERM.	PT TEMP.	FTE's	FT PERM.	PT PERM.	PT TEMP.	FTE's	FT PERM.	PT PERM.	PT TEMP.	FTE's
2 City Manager												
City Manager	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Administrative Assistant to the City Manager*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3 City Secretary												
City Secretary	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
4 Finance Department												
Director of Finance	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Assistant Director of Finance	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Senior Accountant	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Finance Technician	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
5 Animal Control												
Animal Control Mgr/Police Officer	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00
Animal Control Mgr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00
Animal Shelter Attendant	0.00	1.00	0.00	0.50	0.00	2.00	0.00	1.00	0.00	2.00	0.00	1.00
6 Building Inspection/Building Services												
Community Development Director	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Chief Building Official	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Maintenance Technician	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Administrative Assistant*****	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00
8 Police Department												
Chief of Police	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Captain	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Sergeant	5.00	0.00	0.00	5.00	6.00	0.00	0.00	6.00	6.00	0.00	0.00	6.00
Police Officer	16.00	0.00	0.70	16.70	15.00	0.00	2.00	15.70	15.00	0.00	2.00	15.70
Crossing Guard	0.00	0.00	2.00	0.30	0.00	0.00	2.00	0.30	0.00	0.00	2.00	0.30
9 Planning Department												
Planning Technician	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
11 Fire Department												
Fire Chief	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Captain	3.00	0.00	0.00	3.00	3.00	0.00	0.00	3.00	3.00	0.00	0.00	3.00
Lieutenant	3.00	0.00	0.00	3.00	3.00	0.00	0.00	3.00	3.00	0.00	0.00	3.00
Fire Fighter	12.00	0.00	1.00	13.00	12.00	0.00	1.00	13.00	12.00	0.00	1.00	13.00
12 Municipal Court												
Court Administrator	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Court Clerk	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
13 Library												
Library Director	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Library Assistant	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Library Clerk	0.00	2.00	0.00	1.00	0.00	2.00	0.00	1.00	0.00	2.00	0.00	1.00
14 Senior Center												
Senior Center Manager	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Outreach Worker	0.00	1.00	0.00	0.50	0.00	1.00	0.00	0.75	0.00	1.00	0.00	0.75
Food Server	0.00	1.00	0.00	0.33	0.00	1.00	0.00	0.33	0.00	1.00	0.00	0.33
Building Maintenance Worker	0.00	1.00	0.00	0.50	0.00	1.00	0.00	0.50	0.00	1.00	0.00	0.50
Driver/Clerk	0.00	1.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15 Street Department												
Supervisor*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Crew Leader	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Worker	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Litter Crew Worker	0.00	0.00	0.00	0.00	2.00	0.00	0.00	2.00	2.00	0.00	0.00	2.00
17 Support Services												
Communications Supervisor	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Technicians	7.00	1.00	0.00	7.75	9.00	0.00	4.00	9.75	9.00	0.00	4.00	9.75
18 Parks Department												
Director of Parks and Recreation*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supervisor*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Crew Leader**	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Maintenance Worker	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Apprentice - Temp (Summer)*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22 Communications /IT												
Director of Communications & Info. Services*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
23 Human Resources												
Director of HR/Risk Management	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
25 Code Enforcement												
Code Enforcement Officer	2.00	0.00	0.00	2.00	2.00	0.00	0.00	2.00	2.00	0.00	0.00	2.00
General	70.00	8.00	3.70	75.83	73.00	7.00	9.00	79.33	74.00	7.00	9.00	81.33

Position Analysis

DEPT. DEPARTMENT/TITLE	Actual 2014-2015				Projected 2015-2016				Budget 2016-2017			
	FT	PT	PT	FTE's	FT	PT	PT	FTE's	FT	PT	PT	FTE's
	PERM.	PERM.	TEMP.		PERM.	PERM.	TEMP.		PERM.	PERM.	TEMP.	
5 W & S Administrative												
Director of Public Works	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Director of Utilities	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Field Operations Superintendent	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assistant Director of Public Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operations Support Technician	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
10 Water Services Department												
Public Works Superintendent****	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assistant Director of Utilities	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Water Supervisor	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Maintenance Worker	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Meter Service Technician***	2.00	0.00	0.00	2.00	2.00	0.00	0.00	2.00	2.00	0.00	0.00	2.00
20 Sewer Services Department												
Maintenance Worker	4.00	0.00	0.00	4.00	4.00	0.00	0.00	4.00	4.00	0.00	0.00	4.00
30 Customer Service Department												
Customer Service Manager	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Customer Service/UB Technician*****	3.00	0.00	0.00	3.00	2.00	0.00	0.00	2.00	2.00	0.00	0.00	2.00
Water and Sewer	16.00	0.00	0.00	16.00	14.00	0.00	0.00	14.00	14.00	0.00	0.00	14.00
Total	86.00	8.00	3.70	91.83	87.00	7.00	9.00	93.33	88.00	7.00	9.00	95.33

- * Authorized, but not funded in FY 2015, 2016 or 2017
- ** This position is funded in FY 2015
- *** Moved from Customer Services department in FY 2014
- **** Moved to Water Services department in FY 2014
- ***** Moved one UB Technician to Adm Assistant - Building Inspection

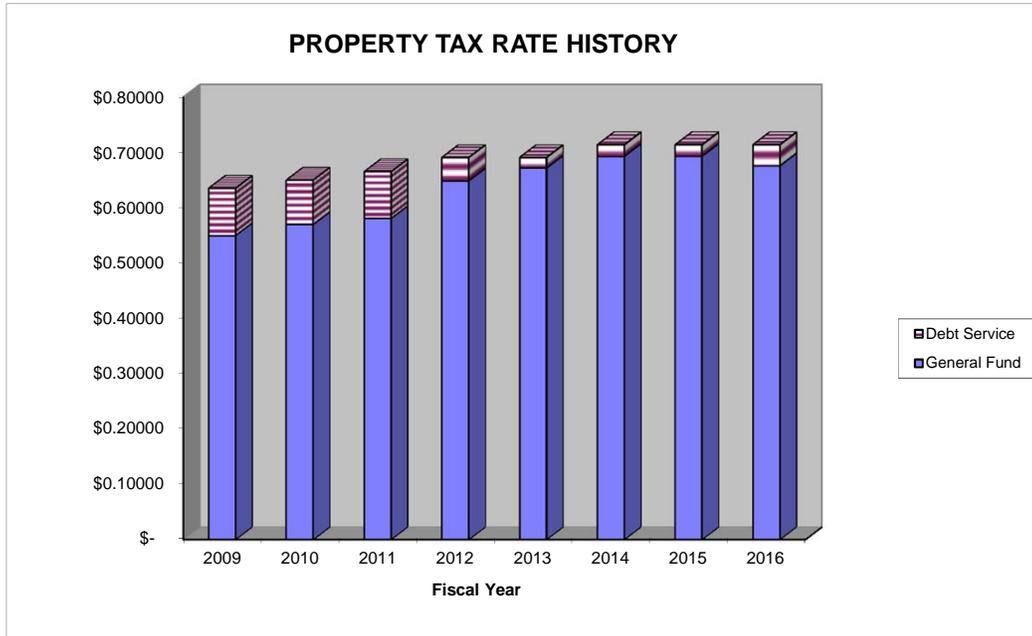
**CITY OF SEAGOVILLE, TEXAS
2016 - 2017 BUDGET
GENERAL FUND**



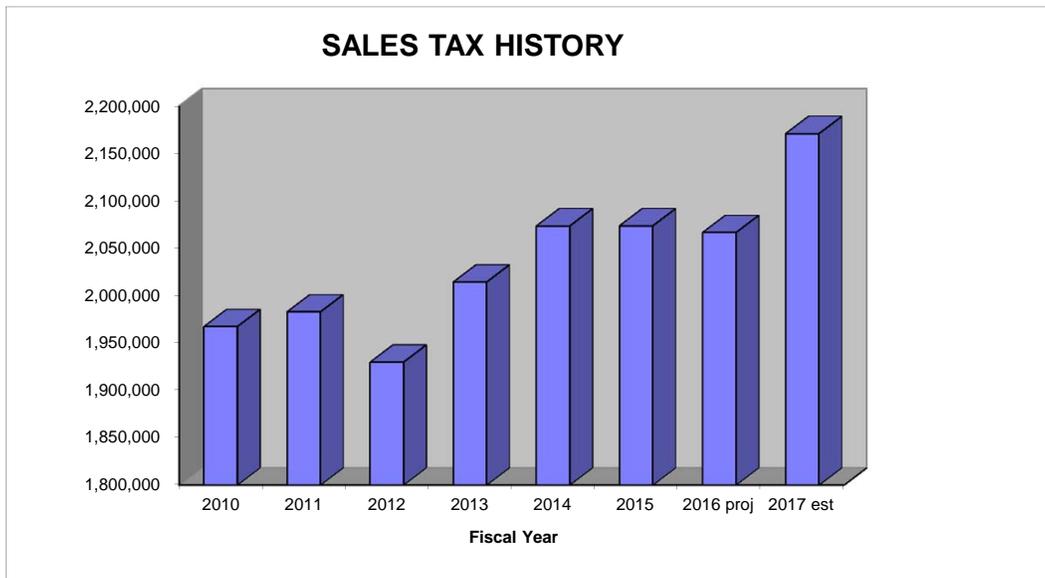
**CITY OF SEAGOVILLE
GENERAL FUND
REVENUES BY CATEGORY**

	Actual 2014-2015	Adopted 2015-2016	Projected 2015-2016	Proposed 2016-2017
REVENUES				
Property Taxes:				
9010 Current ad valorem taxes	3,156,984	3,275,800	3,259,000	3,666,772
9020 Delinquent ad valorem taxes	63,334	59,000	78,000	59,000
9030 Penalty and interest	45,313	43,000	47,057	43,000
Total Property Taxes	3,265,631	3,377,800	3,384,057	3,768,772
Sales and Use Tax:				
9040 Sales tax (Prop tax alternative)	687,986	676,440	683,205	720,588
9120 Sales tax	1,375,973	1,359,600	1,373,196	1,441,176
9121 Mixed beverage tax	9,545	4,000	10,000	9,000
Total Sales and Use Tax	2,073,504	2,040,040	2,066,401	2,170,764
Franchise Fees:				
9100 Electric	453,821	382,000	382,000	382,000
9101 Gas	100,532	87,500	84,900	85,000
9102 Cable	42,653	47,500	38,500	38,500
9103 Telephone	72,553	65,000	72,000	72,000
9104 Sanitation	50,101	46,300	47,000	47,000
9108 PEG	16,354	10,000	12,000	13,000
9110 All Other	9,800	10,000	10,500	10,000
Total Franchise Fees	745,813	648,300	646,900	647,500
Sanitation	857,513	901,725	901,725	914,500
Licenses, Permits and Fees				
9230 Animal Shelter	450	-	230	-
9231 Animal Shelter Donations	(650)	-	-	-
9241 Food Health Certificates	56,947	47,000	66,700	65,000
9242 Certificate of Occupancy	7,150	9,000	6,000	7,000
9244 Food Administrative Fee	10,953	9,000	13,354	12,000
9245 Beer and Wine Permit Fees	720	200	120	-
9246 Food Handler Certification	5,520	4,000	6,355	4,500
9250 Zoning and Plat Fees	7,280	3,500	4,150	4,000
9251 Parks Development Fee	-	-	-	-
9260 Ball Park Fees	1,410	1,000	2,000	-
9270 Court Admin Fees	793	750	750	750
9280 Culvert Fees	190	-	180	-
9303 Administrative Fee	736	250	725	250
9311 Building Permit Fees	133,710	85,000	140,000	100,000
9314 Subdivision Inspection Fees	56,645	-	92,885	-
9315 Fire Dept Permits	31,729	20,000	32,000	30,000
9320 Misc Permits	924	500	500	1,000
9330 Misc Licenses	10,145	8,000	11,000	10,000
9409 Court Online Fees	599	750	400	500
9760 Burglar Alarm Fees	8,515	6,100	6,100	7,000
9770 Tower Rental Fees	9,125	9,125	9,125	9,125
Total Licenses, Permits and Fees:	342,891	204,175	392,574	251,125
Court and Library Fines				
9410 Court	181,349	235,000	175,000	175,000
9420 Library	2,602	3,000	2,600	2,200
Total Fines	183,951	238,000	177,600	177,200
Grants and Gifts				
9510 Senior Grants	19,809	20,000	10,000	20,000
9515 Senior Center Adm Reimbursement	24,174	-	10,000	-
9531 Capital Acquisition Grant	15,000	-	12,548	-
9550 Senior Part. Contrib. Meals	5,876	4,000	4,000	4,000
	64,859	24,000	36,548	24,000
Other				
9610 Interest	2,053	1,500	2,500	1,500
9720 Sale of Land Assets	-	-	-	-
9730 Misc	15,433	6,000	6,000	6,000
9745 Liens	-	-	-	-
9910 Debt Proceeds	-	-	175,000	-
Insurance Recovery	-	-	-	-
	17,486	7,500	183,500	7,500
Transfers				
9111 Franchise - Water	74,826	74,826	74,826	74,826
9112 Franchise - Sewer	79,034	79,034	79,034	79,034
SAFER Fund	2,335	-	-	-
Drainage Fund	-	27,600	27,600	27,600
9620 G&A Recovery W&S	198,444	242,891	242,891	198,444
	354,639	424,351	424,351	379,904
TOTAL REVENUES	7,906,287	7,865,891	8,213,656	8,341,265

City of Seagoville Revenue History



Fiscal Year	2009	2010	2011	2012	2013	2014	2015	2016
General Fund	\$ 0.54970	\$ 0.56980	\$ 0.58065	\$ 0.64872	\$ 0.67179	\$ 0.69296	\$ 0.69310	\$ 0.67581
Debt Service	\$ 0.08530	\$ 0.08020	\$ 0.08435	\$ 0.04213	\$ 0.01907	\$ 0.02084	\$ 0.02071	\$ 0.03800
TOTAL	\$ 0.63500	\$ 0.65000	\$ 0.66500	\$ 0.69085	\$ 0.69085	\$ 0.71379	\$ 0.71381	\$ 0.71381



Fiscal Year	2010	2011	2012	2013	2014	2015	2016 proj	2017 est
Sales Tax	1,967,218	1,982,766	1,929,721	2,014,198	2,073,358	2,073,504	2,066,401	2,170,764

**City of Seagoville
General Fund Summary of Expenditures**

	Actual 2014-2015	Adopted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Expenditures				
City Council	\$1,810	\$5,450	\$3,064	\$9,450
City Manager	130,654	163,193	181,639	206,358
City Secretary	106,475	116,241	111,333	112,980
Information Technology	73,633	79,259	79,259	93,759
Human Resources	101,888	105,781	107,571	107,744
Finance	306,570	321,994	319,239	346,032
General Government	\$721,030	\$791,918	\$802,105	\$876,323
Police	\$1,783,379	\$1,909,333	\$1,777,602	\$1,872,657
Fire	1,443,916	1,536,599	1,536,082	1,539,216
EMS	164,080	164,080	164,080	164,080
Support Services	513,271	601,573	590,629	657,410
Animal Control	113,944	131,454	124,037	116,055
Public Safety	\$4,018,590	\$4,343,039	\$4,192,430	\$4,349,418
Municipal Court	153,081	168,750	160,097	158,797
Library	166,681	167,688	169,834	174,636
Senior Center	186,248	190,031	190,532	192,037
Sanitation	686,551	682,920	691,413	697,400
Community Services	\$1,192,561	\$1,209,389	1,211,876	1,222,870
Building Services/Code Enforcement				
Building Inspection and Services	177,451	191,946	194,735	253,181
Code Enforcement	169,141	170,029	186,760	172,428
Streets	397,997	521,255	447,682	492,832
Parks	213,505	226,663	225,667	230,331
Planning	58,572	64,800	66,851	80,281
Community Development	1,016,666	\$1,174,693	1,121,695	1,229,053
Non-Departmental	\$307,077	\$297,835	\$288,057	\$340,760
Reserve for Capital Expenditures (PEG)	\$ 16,354	\$ 10,000	\$ 12,000	\$ 13,000
Total Operations	\$7,272,278	\$7,826,874	\$7,628,163	\$8,031,424
Transfers	\$800	\$0	\$45,000	
TOTAL OPERATIONS AND TRANSFERS	\$7,273,078	\$7,826,874	\$7,673,163	\$8,031,424



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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	1,810	5,450	3,064	9,450
CAPITAL OUTLAY				
PROGRAM TOTAL	1,810	5,450	3,064	9,450

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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

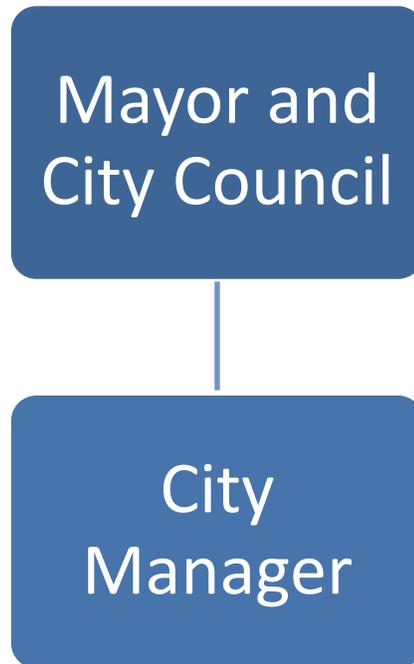
City Manager

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.

GOALS FOR FISCAL YEAR 2017

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

Manage City services within the parameters of the FY 2017 budget.

Conduct joint senior management – citizen monthly meetings.

Provide leadership to economic development efforts to grow the City's tax base.

Implement City Council ordinances and resolutions.

Conduct an annual review of all City operations.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	130,654	162,593	180,999	202,818
SUPPLIES			40	
CONTRACTUAL SERVICES		600	600	3,540
CAPITAL OUTLAY				
PROGRAM TOTAL	130,654	163,193	181,639	206,358

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:

NOTE:

Administrative Assistant position is unfunded.

Program: City Administrator Office

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
City Council Meetings	24	24	24	24
EFFICIENCIES				
Operating Budget \$ per Capita (General Fund)	\$ 472.08	\$ 517.31	\$ 489.61	\$ 535.38
EFFECTIVENESS				
Number of Days of Fund Reserve in General Fund and Water and Sewer Fund (Council Policy = 60 Days)				
General Fund	135.8	113.2	120.0	101.1
Water and Sewer Fund	60.8	46.2	69.3	62.6



City Secretary

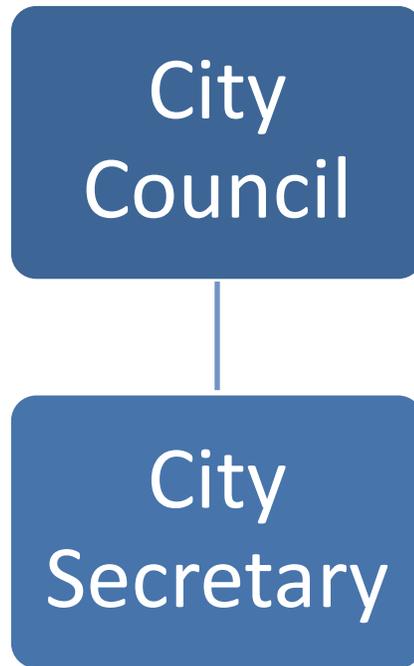
City Secretary

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.

GOALS FOR FISCAL YEAR 2017

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

Conduct Records Management Program in accordance with State law.



GOALS FOR FISCAL YEAR 2017 (continued)

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

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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	90,671	91,508	91,508	91,420
SUPPLIES	362	1,400	1,455	1,475
CONTRACTUAL SERVICES	15,442	24,150	18,370	20,085
CAPITAL OUTLAY				
PROGRAM TOTAL	106,475	117,058	111,333	112,980

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:



Department: City Secretary Office

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
City Council meetings	25	22	27	25
Ordinances adopted	29	30	37	33
Resolutions adopted	49	45	65	50
Preparation of Council agenda packets	19	20	23	20
Elections held	1	1	2	1
EFFICIENCIES				
Quantity of records deemed eligible for destruction and destroyed	63 boxes	45 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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	68,194	73,259	73,259	73,259
CAPITAL OUTLAY	5,440	23,410	23,410	23,500
PROGRAM TOTAL	73,633	96,669	96,669	96,759

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:

Personnel:

Director position defunded. IT operations managed by a third party service firm.

Contractual Services:

Additional resources provided for third party service firm. The City switched to a new company in FY 2014.



Human Resources

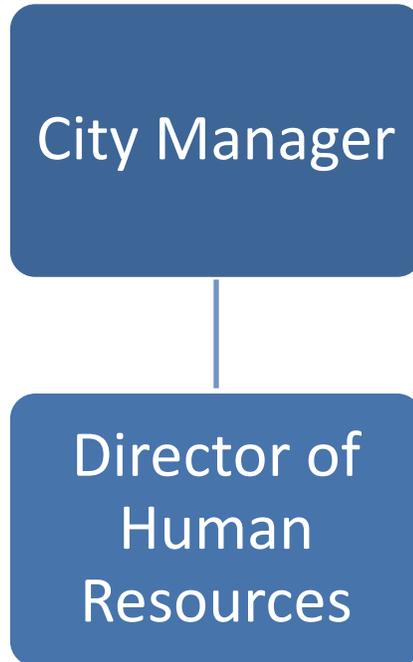
Human Resources

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



CITY OF SEAGOVILLE, TEXAS

Human Resources



PROGRAM DESCRIPTION

The Director of Human Resources 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.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (6) – RETAIN AND ATTRACT QUALITY EMPLOYEES

Provide a continually improving and competitive benefits package, including educating employees regarding their existing benefits.

Analyze online training options

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (6) – RETAIN AND ATTRACT QUALITY EMPLOYEES (continued)

Provide recommendations, advice and support to all City departments and employees to help employees to succeed in their jobs and improve communications.

Review and revise the employee policy and procedures manual, ensuring compliance with applicable federal and state laws.

Effectively communicate policies and procedures to all employees.

Establish consistent and informative ongoing communication between HR, employees, supervisors and directors.

Ensure that each department complies with all employment regulations.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	95,624	97,152	97,152	97,044
SUPPLIES	501	1,529	939	1,400
CONTRACTUAL SERVICES	5,764	7,980	9,480	9,300
CAPITAL OUTLAY				
PROGRAM TOTAL	101,888	106,661	107,571	107,744

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of Grievances	1	1	2	1
Job Postings	9	1	8	3
EFFICIENCIES				
Provide on-site training at reduced or no cost (Including On-line Training)	2	5	3	4
Implement Wellness Program	N/A	Yes	Yes	Yes
EFFECTIVENESS				
Percentage of turnover as a measure of staff stability and staff satisfaction	8%	2%	3%	3%
Number of Workers' Compensation Claims	11	2	5	3
Percentage of employees receiving annual performance evaluations	50%	75%	100%	100%



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.

GOALS FOR FISCAL YEAR 2017

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

Obtain 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.

Prepare and distribute an Operating Budget in Brief document.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	252,666	270,912	264,923	284,032
SUPPLIES	377	500	450	500
CONTRACTUAL SERVICES	53,527	60,650	53,866	61,500
CAPITAL OUTLAY				
PROGRAM TOTAL	306,570	332,062	319,239	346,032

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
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

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Operating Bank Reconciliation	12	12	12	12
Retirement Reports Processed	12	12	12	12
Department Budgetary Reports Distributed	12	12	12	12
Payroll Bank Reconciliation	12	12	12	12
EFFICIENCIES				
%tage of Accounts Payable Customers Setup with Automatic Draft Payments	45%	45%	45%	45%
EFFECTIVENESS				
Inhouse Completion of the Comprehensive Annual Financial Report	Yes	Yes	Yes	Yes
Receive GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes
Receive GFOA Distinguished Budget Presentation Award	Yes	Yes	Yes	Yes



Police

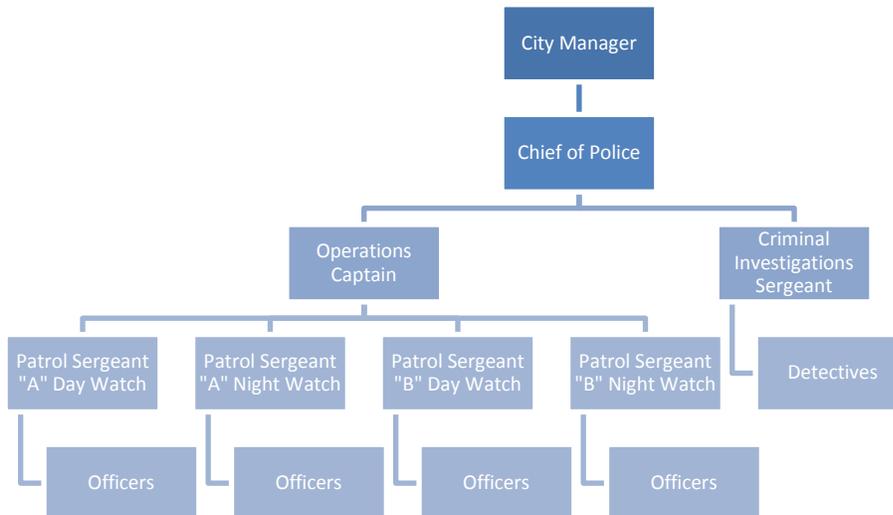
Police

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

The Seagoville Police Department is committed to being responsive to our community in the delivery of quality services by providing high quality community oriented police service with sensitivity. With community service as our foundation, we are driven by goals to enhance the quality of life for all citizens through innovative approaches to problem solving, crime prevention, and teamwork.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (1) – PROVIDE QUALITY SAFETY SERVICES

Continue to reduce the occurrences of Part I Crimes in the City.

Continue to maintain compliance standards with the Texas Police Chief's Best Practices Program. Original certification was obtained in February 2013.

Continue to offer Crime Prevention Programs throughout the fiscal year.

Provide a minimum of two (2) Citizens Police Academies.



GOALS FOR FISCAL YEAR 2017 (continued)

CITYWIDE GOAL (6) – RETAIN AND ATTRACT QUALITY EMPLOYEES

Provide a minimum of ten (10) on-site TCLEOSE approved law enforcement training courses at the Seagoville Law Enforcement Center.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	1,621,460	1,718,962	1,605,444	1,677,575
SUPPLIES	110,304	128,057	108,786	128,057
CONTRACTUAL SERVICES	51,616	72,750	63,372	67,025
CAPITAL OUTLAY				
PROGRAM TOTAL	1,783,379	1,919,769	1,777,602	1,872,657

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief	1	1	1	1
Captain	1	1	1	1
Sergeant	5	5	6	6
Police Officer	16	16	15	15
TOTAL FULL TIME:	23	23	23	23
PART TIME POSITIONS:				
Crossing Guard	0.3	0.3	0.3	0.3
Police Officer	0.7	0.7	0.7	0.7
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	24	24	24	24

SIGNIFICANT BUDGET CHANGES:



Department: Police

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Calls for Service	30,903	15,500	29,572	16,275
Arrests	433	700	529	735
Citation Violations	1,369	1,750	1,536	1,838
Part I Crimes	518	625	584	656
EFFICIENCIES				
Sworn Officers per 1,000 Population	1.56	1.59	1.56	1.54
Part Time Police Officers per 1,000 Population	0.13	0.19	0.13	0.12
Reserve Police Officers per 1,000 Population	0.06	0.06	0.06	0.12
EFFECTIVENESS				
Value of Property Stolen	\$1,581,835	\$1,700,000	\$1,537,787	\$1,785,000
Value of Property Recovered	\$814,429	\$675,000	\$746,539	\$708,750



Fire

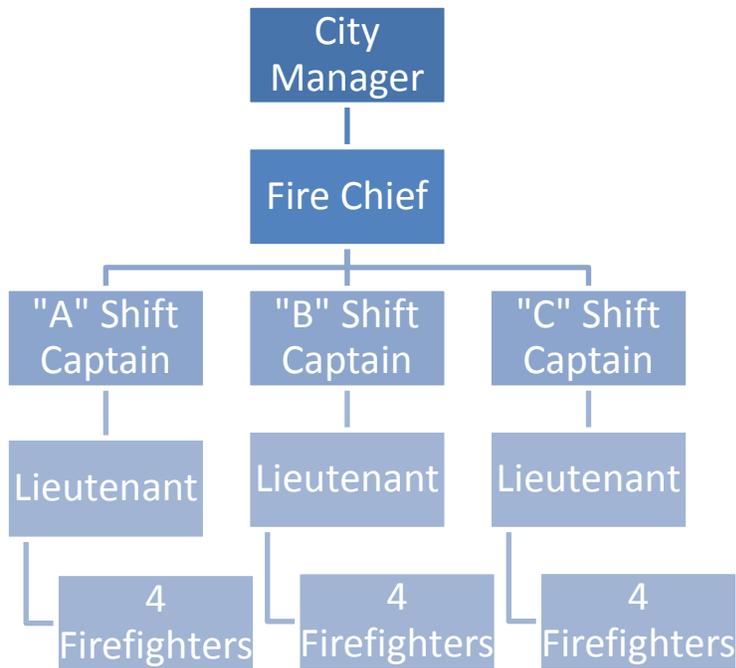
Fire

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.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (1) – PROVIDE QUALITY SAFETY SERVICES

100% of the time, the ambulance service shall answer all Priority 1 (life threatening emergency request) within 5 minutes 30 seconds or less from time of dispatch to arrival at the scene.

The fire department expects to perform 575 fire inspections in FY 2017

Perform flow tests, maintenance and painting of 525 fire hydrants in FY 2017

Maintain an average response time on all incidents below 5 minutes

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	1,355,788	1,428,387	1,427,978	1,428,284
SUPPLIES	47,989	69,643	64,543	69,643
CONTRACTUAL SERVICES	40,140	49,461	43,561	49,561
CAPITAL OUTLAY				
PROGRAM TOTAL	1,443,916	1,547,491	1,536,082	1,547,488

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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	12
TOTAL FULL TIME:	19	19	19	19
PART TIME POSITIONS:				
Firefighter	1	1	1	1
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	20	20	20	20

SIGNIFICANT BUDGET CHANGES:



Department: Fire

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of Fire and EMS Responses	2,652	2,950	2,550	2,750
EFFICIENCIES				
Fire and EMS Cost Per Capita	\$ 104.48	\$ 110.08	\$ 109.12	\$ 109.33
EFFECTIVENESS				
Average response times.	4:30	4:40	4:35	4:35
Percent of Priority I emergency responses in the city within 7:59 minute response time.	97%	97%	98%	98%



Emergency Medical Services (EMS)

EMS

1. Administer contract with Texas Lifeline Corporation (TLC) 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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	164,080	164,080	164,080	164,080
CAPITAL OUTLAY				
PROGRAM TOTAL	164,080	164,080	164,080	164,080

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:



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.



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.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (1) – PROVIDE QUALITY SAFETY SERVICES

Complete the Texas Department of Public Safety NCIC and TCIC audits with no deficiencies.

Continue to conform to the Texas Police Chief's Association Best Practices Standards for Communications.

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

Continue to coordinate records retention and destruction with the City Secretary's Office.



GOALS FOR FISCAL YEAR 2017 (continued)

CITYWIDE GOAL (6) – RETAIN AND ATTRACT QUALITY EMPLOYEES

Continue to provide TCLEOSE approved training to staff assigned to Support Services.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	473,288	557,185	553,385	608,871
SUPPLIES	5,539	6,946	6,219	6,946
CONTRACTUAL SERVICES	32,482	38,044	27,875	38,044
CAPITAL OUTLAY	1,962	3,249	3,150	3,549
PROGRAM TOTAL	513,271	605,424	590,629	657,410

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Supervisor	1	1	1	1
Technician	7	7	9	9
TOTAL FULL TIME:	8	8	10	10
PART TIME POSITIONS:				
Operator	0	0	0	0
Technician	0.75	0.75	0.75	0.75
TOTAL PART TIME:	0.75	0.75	0.75	0.75
TOTAL FULL TIME EQUIVALENT	8.75	8.75	10.75	10.75

SIGNIFICANT BUDGET CHANGES:



Department: Support Services

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
E911 Phone Calls	16,092	15,800	16,335	16,590
Alarm Permits Issued	77	54	75	57
Open Records Requests	1,007	898	968	943
All Dispatched Calls for Service (Police and Fire)	30,903	31,500	29,572	33,075
Customers Assisted at the Front Window	3,039	2,500	3,060	2,625
EFFICIENCIES				
Full-Time Support Services Staff per 1,000 Residents	0.64	0.59	0.64	0.64
EFFECTIVENESS				
Complete the Department of Public Safety NCIC and TCIC audits with no deficiencies.	None	None	None	Pending



Animal Control

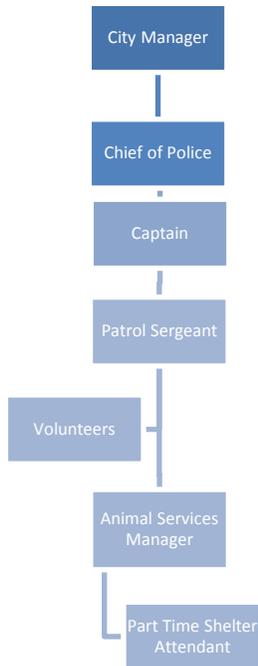
Animal Control

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



CITY OF SEAGOVILLE, TEXAS

Animal Control



PROGRAM DESCRIPTION

The Animal Control Program is committed to providing sanitary shelter for lost and stray animals, implementing and enforcing the animal licensing program, obtaining veterinary medical care as required, promoting rabies vaccinations and investigating animal complaints.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (1) – PROVIDE QUALITY SAFETY SERVICES

Maintain the “no kill” philosophy within the program.

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

Continue to maintain a satisfactory rating from the State Department of Health Services and the annual veterinary inspection.



GOALS FOR FISCAL YEAR 2017 (continued)

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

Continue to work with our Records Management System provider to build a CAD module to track response times.

CITYWIDE GOAL (4) – SUPPORT ECONOMIC AND COMMUNITY DEVELOPMENT INITIATIVES

Facilitate continued expansion of the volunteer program.

Facilitate the continued partnership with the Dallas ISD Agricultural Education Program.

Create and provide public education classes concerning responsible pet ownership.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	95,617	102,712	102,712	93,080
SUPPLIES	8,968	12,305	10,405	12,505
CONTRACTUAL SERVICES	9,358	12,470	10,920	10,470
CAPITAL OUTLAY				
PROGRAM TOTAL	113,944	127,487	124,037	116,055

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Animal Control Manager/Police Officer	1	1	1	0
Animal Control Officer	0	0	0	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
Animal Control Attendant	0.5	1	1	1
TOTAL PART TIME:	0.5	1	1	1
TOTAL FULL TIME EQUIVALENT	1.5	2	2	2

SIGNIFICANT BUDGET CHANGES:



Department: Animal Control

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Calls for Service	3,044	3,500	2,931	3,675
Canine Intakes	514	625	447	656
Feline Intakes	177	155	143	163
Animal Quarantines	1	7	3	7
EFFICIENCIES				
Animal Control Officer per 1,000 population	0.13	0.13	0.13	0.13
Average Cost per Call Serviced	\$ 37.43	\$ 45.00	\$42.32	\$ 32.36
EFFECTIVENESS				
Satisfactory Rating from State Department of Health Services	Yes	Yes	Yes	Yes



Municipal Court

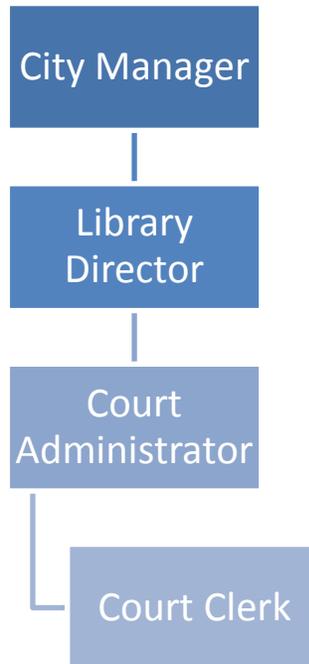
Municipal Court

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

To adjudicate municipal cases in an efficient and impartial manner and promote the highest standards in customer service.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (1) – PROVIDE QUALITY SAFETY SERVICES

Upgrade the court software to notify/remind defendants of court dates and payments.

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

Increase online payments by 5%.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	103,297	106,786	106,786	106,822
SUPPLIES		150	150	150
CONTRACTUAL SERVICES	49,784	62,712	53,161	51,825
CAPITAL OUTLAY				
PROGRAM TOTAL	153,081	169,648	160,097	158,797

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
# CASES PROCESSED	2,211	2,213	1,548	1,860
# WARRANTS ISSUED	1,463	1,177	1,068	1,284
# CASES FILED	2,421	1,614	1,692	2,028
EFFICIENCIES				
# ONLINE PAYMENTS	367	319	252	300
EFFECTIVENESS				
% WARRANTS CLEARED	89%	47%	86%	96%



Library

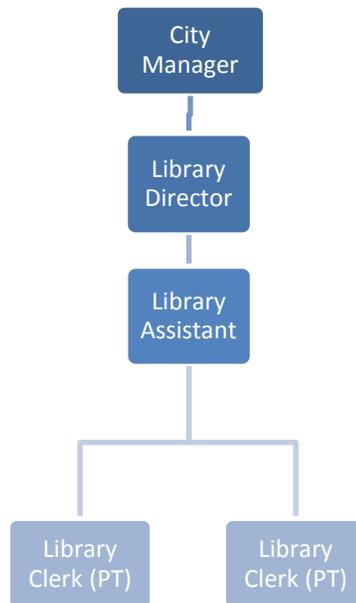
Library

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.

GOALS FOR FISCAL YEAR 2017

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

Develop comprehensive long range plan.

Conduct a comprehensive assessment of the library's print reference material to determine if library space can be reallocated for other uses.

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.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	148,707	151,401	150,964	154,861
SUPPLIES	1,051	1,350	1,350	1,350
CONTRACTUAL SERVICES	4,104	4,675	3,520	4,425
CAPITAL OUTLAY	12,819	14,000	14,000	14,000
PROGRAM TOTAL	166,681	171,426	169,834	174,636

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
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	0.5	0.5	0.5	0.5
Library Clerk	0.5	0.5	0.5	0.5
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:



Department: Library

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Library Visits	13,080	13,441	13,605	13,800
Items Circulated	31,912	28,163	30,090	31,000
New Patron Cards Issued	786	857	849	875
EFFICIENCIES				
Number of Library Visits per Library Employee	4,360	4,480	4,535	4,600
EFFECTIVENESS				
Percentage of City Population Served	25%	25%	24%	25%



Senior Center

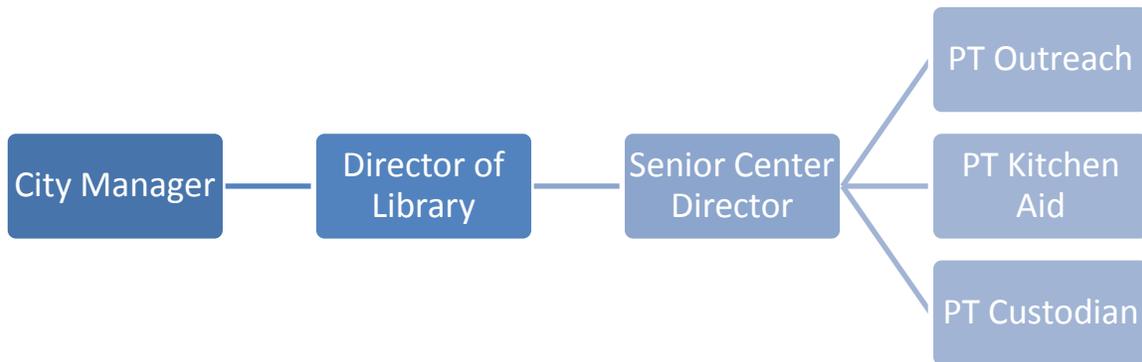
Senior Center

1. Provides activities for senior citizens.



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. We plan, develop and coordinate services that ensure positive impact to our participants' health, honor and dignity.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (3) – PROVIDE QUALITY LEISURE OPPORTUNITIES

Conduct outreach to seniors through presentations at senior living apartments, center brochures, monthly calendars, weekly newspaper, welcome coffee, phone calls and word of mouth.

In association with STAR transit services, provide medical transportation to any disabled person or senior 60 years or older living within the city limits of Seagoville.

Provide transportation to and from the senior center 5 days a week.

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

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	112,434	116,601	117,102	117,587
SUPPLIES	3,683	3,800	4,200	4,300
CONTRACTUAL SERVICES	70,131	69,630	69,230	70,150
CAPITAL OUTLAY				
PROGRAM TOTAL	186,248	190,031	190,532	192,037

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
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

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Meals Served	11,200	11,050	11,050	11,550
EFFICIENCIES				
Cost Per Meal Served	\$ 3.70	\$ 3.70	\$ 3.70	\$ 3.75
EFFECTIVENESS				
Senior Center Customer Satisfaction Survey	99%	99%	99%	99%



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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	686,551	682,920	691,413	697,400
CAPITAL OUTLAY				
PROGRAM TOTAL	686,551	682,920	691,413	697,400

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:



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 2017

CITYWIDE GOAL (4) – 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 2017.

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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	126,200	139,121	137,905	194,881
SUPPLIES	3,713	6,800	6,020	6,600
CONTRACTUAL SERVICES	47,538	56,425	50,810	51,700
CAPITAL OUTLAY				
PROGRAM TOTAL	177,451	202,346	194,735	253,181

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief Building Official	1	1	0	0
Community Development Director	0	0	1	1
Building Maintenance Technician	1	1	1	1
Administrative Assistant	0	0	0	1
TOTAL FULL TIME:	2	2	2	3
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	2	3

SIGNIFICANT BUDGET CHANGES:

Code Enforcement separated from Building Inspection/Building Services in FY 2015.

PERSONNEL - Administrative Assistant position added in FY 2016. Position moved from W&S Customer Service



Department: Building Inspection and Building 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
			4	4
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. Takes care of 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, and for sign maintenance and/or replacement.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (5) – INFRASTRUCTURE OPERATIONS AND MAINTENANCE

Provide superior pavement maintenance services by performing preventive maintenance repairs to various streets annually.

Install, upgrade and maintain adequate signage in compliance with the Texas Manual of Uniform Traffic Control Devices.

Take monthly training classes.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	25,429	117,083	86,177	115,832
SUPPLIES	46,497	48,000	44,100	47,400
CONTRACTUAL SERVICES	326,071	333,800	317,405	329,600
CAPITAL OUTLAY				
PROGRAM TOTAL	397,997	498,883	447,682	492,832

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:



Department: Streets

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of street lane miles.	85	85	85	85
Repaint all school crosswalks prior to beginning of school.	Yes	Yes	Yes	Yes
EFFICIENCIES				
Operating cost per Lane Mile	\$4,925.00	\$4,857.00	\$5,266.85	\$5,798.02
EFFECTIVENESS				
% of potholes and utility cut repaire requests completed within 48 Hrs.	80%	100%	100%	100%
Number of street signs replaced within 30 day time frame.	90%	100%	100%	100%



Parks

Parks

1. Groundkeeping services for 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 Park Department maintains eight (8) parks, approximately 2.5 miles of medians, the Law Enforcement Center lawn, the City Hall lawn, the Service Center grounds, and other miscellaneous properties throughout Seagoville. Other than grounds keeping, daily maintenance is done on playground equipment, restroom facilities, ball fields, park signage, Central Park pond and fountain, park benches and canopies, lighting, and other items. Additionally, the Parks and Recreation Department offers special events such as the Patriotic Festival in July, and carnivals.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (3) – PROVIDE QUALITY LEISURE OPPORTUNITIES

Operate the newly installed spray park at C.O. Bruce Park

Host the annual Patriotic Festival, Seagofest, Fishing Derby, Holiday Tree Lighting and Mayfest.

CITYWIDE GOAL (5) – INFRASTRUCTURE OPERATIONS AND MAINTENANCE

Engage in beautification and enhancement of City parks and facilities.

Provide upgrades to facilities to improve user satisfaction.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	44,278	45,413	46,397	49,331
SUPPLIES	47,406	55,300	53,720	55,350
CONTRACTUAL SERVICES	129,421	125,950	125,550	125,650
CAPITAL OUTLAY				
PROGRAM TOTAL	221,105	226,663	225,667	230,331

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
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:



Department: Parks

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of park acres maintained	106	106	106	106
EFFICIENCIES				
Park maintenance operating cost per capita	\$14.15	\$14.74	\$14.92	\$15.22
EFFECTIVENESS				
Achieve 100% maintenance on 106 acres of parks.	100%	100%	100%	100%



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. The Planning Technician is the liaison and secretary for the Planning and Zoning Commission, the Board of Adjustments, and the Housing Standards Commission.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (4) – SUPPORT ECONOMIC AND COMMUNITY DEVELOPMENT INITIATIVES

Update the City's website to include more detail information and forms.

Develop indexing system for approved commercial plans.

Create information sheets and/or packets for submittal requirements on each type of plan and each type of permit.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	52,929	54,206	54,594	54,231
SUPPLIES				
CONTRACTUAL SERVICES	5,643	11,050	12,257	26,050
CAPITAL OUTLAY				
PROGRAM TOTAL	58,572	65,256	66,851	80,281

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
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:

Increase in resources for consulting services.



Department: Planning

PERFORMANCE MEASURES	FY2015 Actual	FY2016 Budget	FY2016 Projected	FY2017 Budget
OUTPUTS				
Planning & Zoning Commission Agenda Packets	13	10	13	12
Board of Adjustments:				
Agenda Packets	6	5	7	6
Variance Cases	7	6	9	6
EFFICIENCIES				
% of Adjoining Property Owners Letters sent st least 10 Days Prior to Hearing	100%	100%	100%	100%
EFFECTIVENESS				
% of Zoning and Variance Cases processed in compliance with State Requirements	100%	100%	100%	100%
Transcribed Minutes Accepted at the Next Planning & Zoning Meeting without Corrrections	100%	100%	100%	100%



Code Enforcement

Code Enforcement

1. Enforces tall grass and other nuisance ordinances.



CITY OF SEAGOVILLE, TEXAS

Code Enforcement



PROGRAM DESCRIPTION

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

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (4) – SUPPORT ECONOMIC AND COMMUNITY DEVELOPMENT INITIATIVES

Code Enforcement will assure compliance by providing education and encouraging the citizens in cases where compliance has not been met. Complaints received will be inspected within a 24 hour period upon receipt of said complaint.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	107,203	108,796	108,796	108,843
SUPPLIES	8,198	8,675	8,580	7,980
CONTRACTUAL SERVICES	53,740	53,475	69,384	55,605
CAPITAL OUTLAY				
PROGRAM TOTAL	169,141	170,946	186,760	172,428

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Senior Code Enforcement Official		1	1	1
Code Enforcement Official		1	1	1
TOTAL FULL TIME:	0	2	2	2
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	2	2	2

SIGNIFICANT BUDGET CHANGES:

Code Enforcement separated from Building Inspection/Building Services in FY 2015.



Department: Code Enforcement

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of Code Enforcement Cases Reported	1,450	1,500		
Number of Code Enforcement Cases Closed	1,425	1,470		
Number Citations Issued	100	125		
Total Violations Cited	130	160		
EFFICIENCIES				
Number of Complaints per Code Enforcement Officer	750	810		
Number of Code Enforcement Officers	2	2		
EFFECTIVENESS				
Percentage of Code Complaints resulting in Voluntary Compliance	98.0%	98.0%		



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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	65,816	80,700	70,820	80,700
SUPPLIES	19,918	19,600	19,558	21,300
CONTRACTUAL SERVICES	221,343	197,535	197,679	238,760
CAPITAL OUTLAY				
PROGRAM TOTAL	307,077	297,835	288,057	340,760

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:

Contractual Services

Contingency expenditure is reinstated (\$45,000)

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

	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$11,760	\$15,518	\$15,518	\$11,630
Revenues				
Property Tax	\$101,922	\$187,956	\$187,956	\$192,194
Interest Income	8	25	20	25
Total Revenues	\$101,930	\$187,981	\$187,976	\$192,219
Total Available Funds	\$113,690	\$203,499	\$203,494	\$203,849
Expenditures				
Bond Principal	\$185,556	\$153,333	\$153,333	116,111
Interest on Bonds	91,487	82,170	82,170	74,726
Paying Agent Fees	1,727	1,361	1,361	1,361
Total Expenditures	\$278,770	\$236,864	\$236,864	\$192,198
Transfers				
From Capital Projects Fund	66,409	-	-	-
From General Fund	-	45,000	45,000	-
From Water & Sewer Fund	114,189	-	-	-
Total Transfers	180,598	45,000	45,000	-
Ending Fund Balance	\$15,518	\$11,635	\$11,630	\$11,651
Tax Rate	0.020710	0.038000	0.038000	0.036302
Available to General Fund assuming \$528,849,648 of valuation and maintaining the same tax revenue as the current year				0.677498

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



FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	116,111.11	74,726.40	190,837.51
2018	123,888.89	69,531.96	193,420.85
2019	129,444.44	63,901.40	193,345.84
2020	137,222.22	58,048.62	195,270.84
2021	145,000.00	51,828.48	196,828.48
2022	147,777.78	45,234.72	193,012.50
2023	158,333.33	38,526.38	196,859.71
2024	166,111.11	31,276.39	197,387.50
2025	171,666.67	23,659.74	195,326.41
2026	179,444.45	16,163.90	195,608.35
2027	90,000.00	8,325.00	98,325.00
2028	95,000.00	4,275.00	99,275.00
	1,660,000.00	485,497.99	2,145,497.99

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2006**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	61,111.11	31,995.14	93,106.25
2018	63,888.89	29,550.70	93,439.59
2019	69,444.44	26,995.14	96,439.58
2020	72,222.22	24,217.36	96,439.58
2021	75,000.00	21,328.48	96,328.48
2022	77,777.78	18,234.72	96,012.50
2023	83,333.33	15,026.38	98,359.71
2024	86,111.11	11,526.39	97,637.50
2025	91,666.67	7,909.74	99,576.41
2026	94,444.45	4,013.90	98,458.35
TOTAL	775,000.00	190,797.95	965,797.95

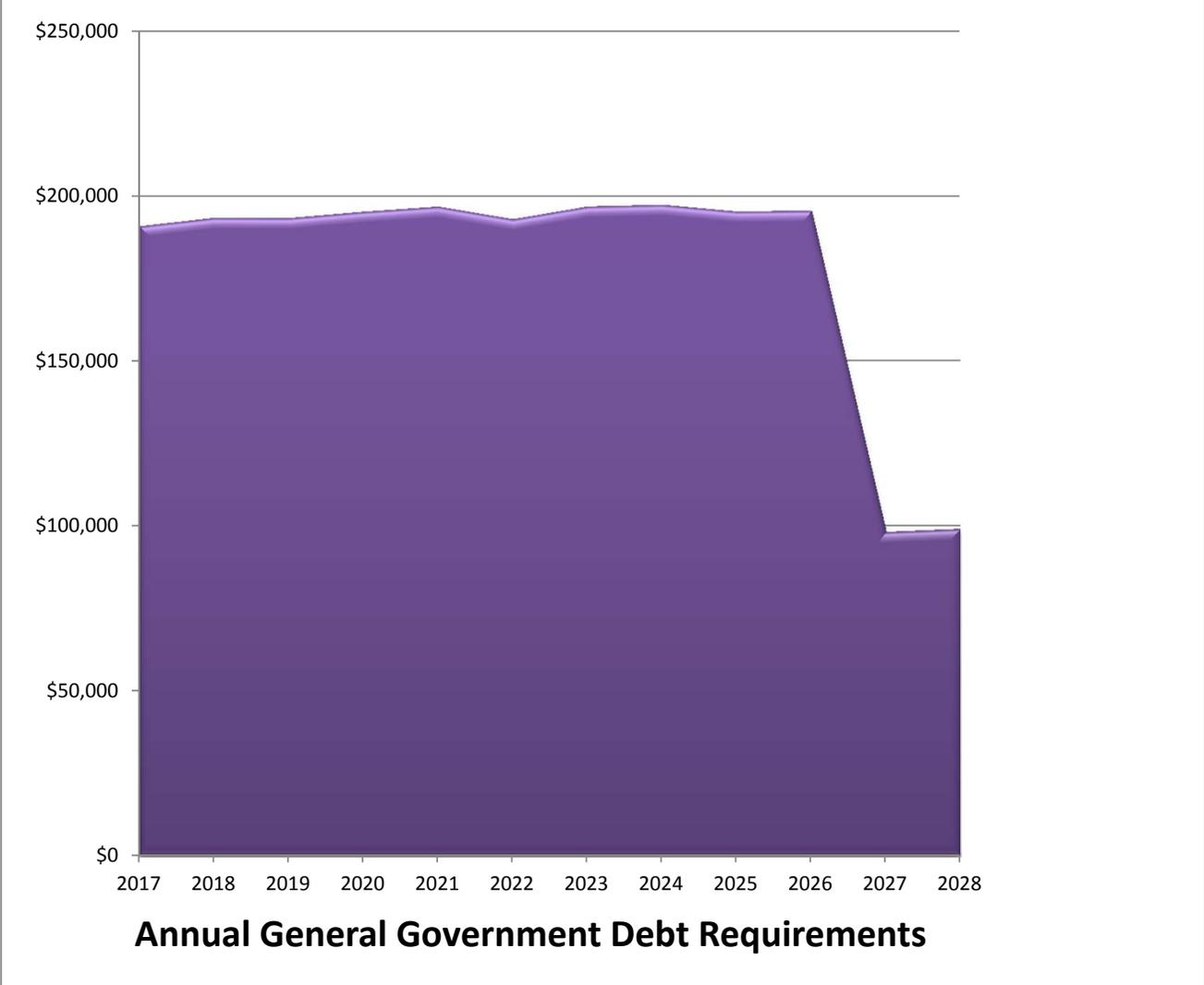
Proceeds from the sale of the certificates were used for the purpose of paying all or a portion of the City's contractual obligations for (i) constructing and improving city streets; (ii) constructing and improving the City's waterworks and sewer system and (iii) for paying legal, fiscal, engineering and professional fees in connection therewith.

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2008**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	55,000.00	42,731.26	97,731.26
2018	60,000.00	39,981.26	99,981.26
2019	60,000.00	36,906.26	96,906.26
2020	65,000.00	33,831.26	98,831.26
2021	70,000.00	30,500.00	100,500.00
2022	70,000.00	27,000.00	97,000.00
2023	75,000.00	23,500.00	98,500.00
2024	80,000.00	19,750.00	99,750.00
2025	80,000.00	15,750.00	95,750.00
2026	85,000.00	12,150.00	97,150.00
2027	90,000.00	8,325.00	98,325.00
2028	95,000.00	4,275.00	99,275.00
TOTAL	885,000.00	294,700.04	1,179,700.04

Proceeds from the sale of the certificates are being used for the purpose of paying all or a portion of the City's contractual obligations for (i) constructing and improving city streets; (ii) constructing and improving the City's waterworks and sewer system; (iii) acquiring land and rights of way; and (iv) paying legal, engineering and professional fees in connection therewith.

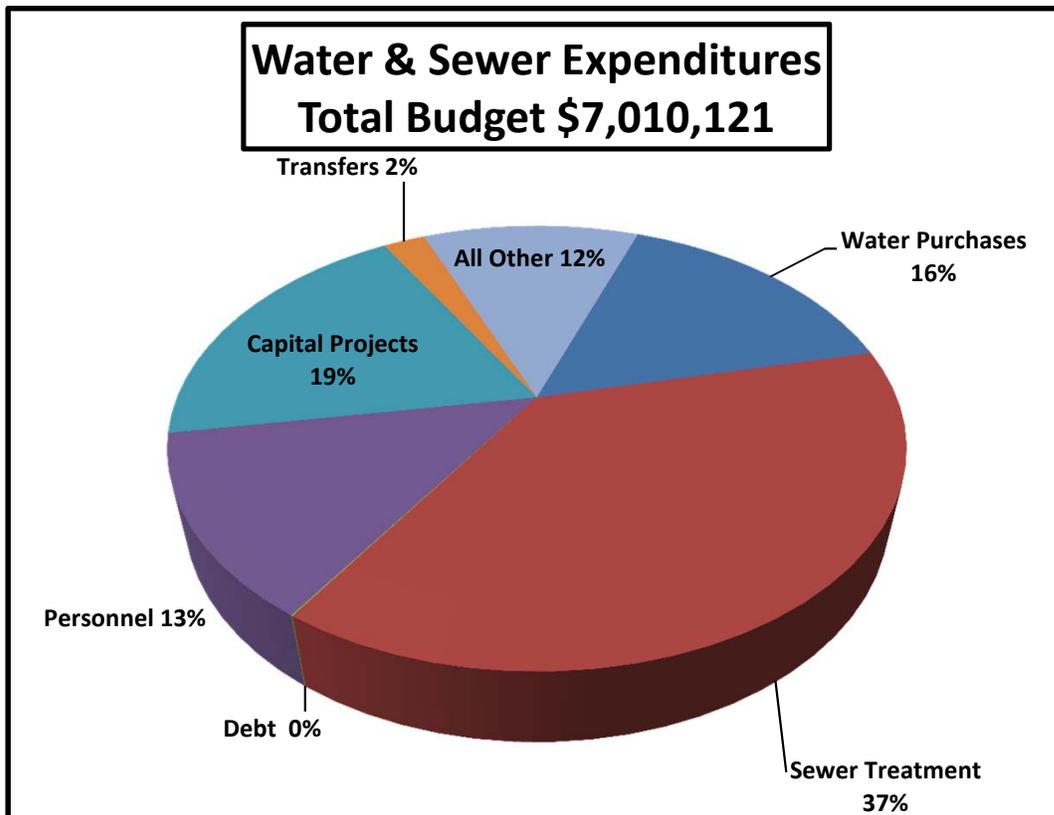
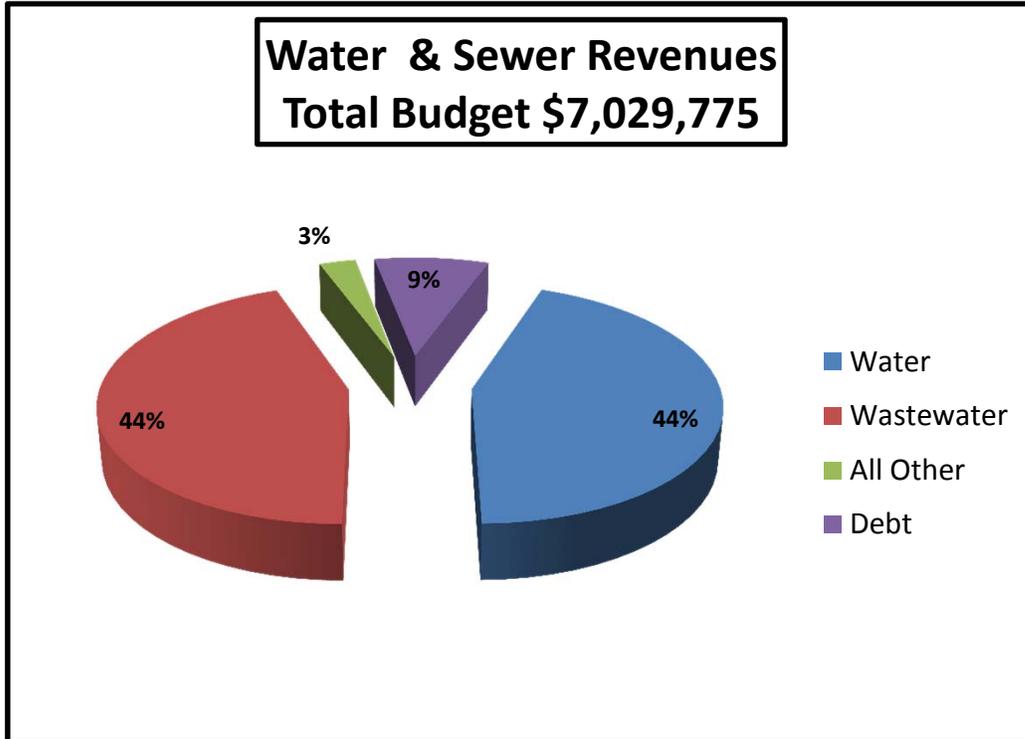
**City of Seagoville, Texas
Debt Service Fund**



**Seagoville Economic Development Corporation
Fund Summary FY 2016**

Account Description	Actual FY 2014	Actual FY 2015	Budget FY 2016	Projected FY 2016	Adopted FY 2017
Available Balance October 1	145,110	673,856	1,287,310	1,287,310	1,458,337
Revenues					
Sales Tax Revenues	689,680	686,395	665,000	720,588	665,000
Rent Revenue	14,400	11,200	12,600	12,600	12,600
Insurance Recovery	-	51,150	-	10,000	-
Reimbursement	-	6,331	-	-	-
Interest Income	1,512	884	1,400	550	550
Total Revenue	705,592	755,960	679,000	743,738	678,150
Total Resources Available	850,702	1,429,816	1,966,310	2,031,048	2,136,487
Expenditures					
Administrative Cost	66,577	38,717	45,932	70,331	179,816
Operations	70,349	64,230	73,090	86,014	80,690
Projects	9,569	-	150,000	300,000	-
Transfer to City	-	17,792	-	-	-
City Projects*					
Fireworks	5,000	5,000	5,000	5,000	5,000
Kidfish Event	-	723	1,250	1,250	1,250
Quality of Life Projects	-	-	100,000	-	100,000
Debt Service	25,351	16,044	176,046	102,045	176,046
Facade Improvement Program	-	-	50,000	8,071	50,000
Total Expenditures	176,846	142,505	601,318	572,711	592,802
Fund Balance September 30	673,856	1,287,310	1,364,992	1,458,337	1,543,685

CITY OF SEAGOVILLE, TEXAS
2016-17 BUDGET
WATER AND SEWER FUND



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

	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Unrestricted Net Asset Balance	\$3,407,933	\$3,271,565	\$755,536	\$755,536	\$969,069
Revenues					
Water Services	\$2,186,797	\$2,428,637	\$2,371,804	\$2,446,565	\$3,117,634
Waste Water Service	2,471,315	2,759,876	2,633,248	2,883,166	3,120,468
Debt Proceeds for Hwy 175 Gravity Main Construction					600,000
Other Income	170,990	199,339	199,256	207,747	191,673
Total Revenues	\$4,829,101	\$5,387,852	\$5,204,308	\$5,537,478	\$7,029,775
Total Available Funds	\$8,237,034	\$8,659,417	\$5,959,844	\$6,293,014	\$7,998,844
Expenditures					
Operating and Debt Expenses:					
Administrative	\$234,883	\$235,208	\$251,316	\$168,070	\$162,070
Water	1,222,435	1,408,864	1,493,684	1,478,300	1,526,322
Sewer	1,693,769	1,558,218	2,179,092	2,125,714	2,190,151
Customer Service	318,341	238,039	244,186	244,186	211,281
Non-Departmental	122,416	114,201	142,606	139,606	143,606
Transfers Out	220,118	465,693	377,304	396,751	377,304
NTMWD sewer treatment Increase					191,787
Raw water purchase increase					380,000
DWU sewer treatment increase					4,000
Debt	515,544	516,141	549,100	549,100	581,400
	4,327,507	4,536,364	5,237,288	5,101,727	5,767,921
Capital Outlay:					
Cain Street Water Tower	369,112		-	-	-
Ballard Street Water Line	199,051		-	-	-
Kleberg Road Water Line	69,800		-	-	-
Truck Replacement	-		60,000	56,500	-
Woodhaven Water line Project					400,000
Hwy 175 Gravity Main Crossing @Environmental Way (funded by debt)					600,000
Wastewater System Asset Inventory, Hydraulic Model and Master Plan					174,200
Holt Cat Track Hoe					43,000
Replacement Meter Services Truck					25,000
2015 Water Projects	-	779,781	-	165,718	-
	637,963	779,781	60,000	222,218	1,242,200
Reserve for 2015 Street Projects		2,587,737	-	-	-
Total Expenditures and Reserve	4,965,470	7,903,882	5,297,288	5,323,945	7,010,121
Ending Unrestricted Net Asset Balance	\$3,271,565	\$755,536	\$662,556	\$969,069	\$988,723
<i>1 day of operations</i>	<i>\$11,856</i>	<i>\$12,428</i>	<i>\$14,349</i>	<i>\$13,977</i>	<i>\$15,803</i>
<i>Days of Reserve Balance</i>	<i>275.9</i>	<i>60.8</i>	<i>46.2</i>	<i>69.3</i>	<i>62.6</i>



Water and Sewer Administration

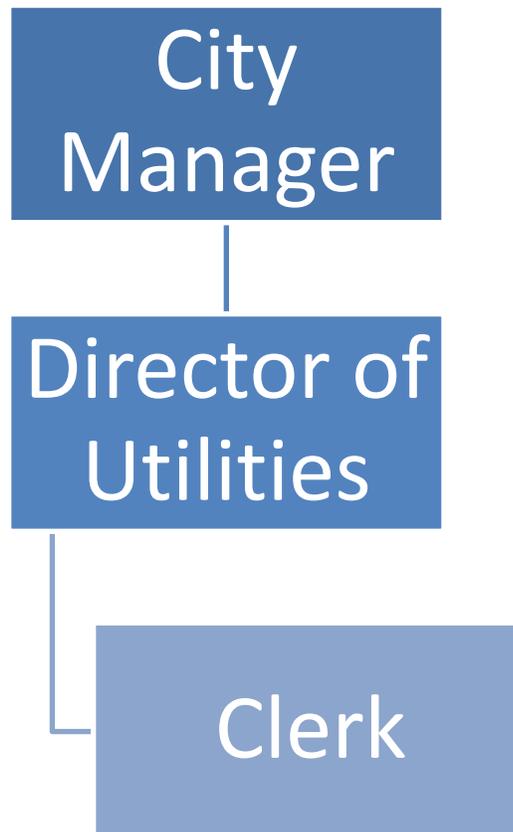
W&S Administration

1. Provides department management, field supervision and clerical support



CITY OF SEAGOVILLE, TEXAS

Water and Sewer Administration



PROGRAM DESCRIPTION

The Administrative program of the Water and Sewer fund provides program management, field supervision and clerical support.

GOALS FOR FISCAL YEAR 2017

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

Ensure prompt notification to customers regarding failure issues.

CITYWIDE GOAL (5) – INFRASTRUCTURE OPERATIONS AND MAINTENANCE

Reduce operating costs through effective and efficient operational techniques.

CITYWIDE GOAL (6) – RETAIN AND ATTRACT QUALITY EMPLOYEES

Continue operator training to maintain State requirements and employee professionalism.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	235,208	238,482	167,974	159,320
SUPPLIES				
CONTRACTUAL SERVICES		2,750	96	2,750
CAPITAL OUTLAY				
PROGRAM TOTAL	235,208	241,232	168,070	162,070

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Director	1	1	1	1
Assistant Director	1	1	0	0
Clerk	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:

Personnel expenditures decreased due to staff turnover.



Department: Water and Sewer Administration

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
# of TCEQ State Reports (Monthly, Quarterly, Annually)	17	17	17	17
EFFICIENCIES				
% of Departmental Purchase Orders / Check Requests Processed with in 2 working days	NA	100%	80%	100%
EFFECTIVENESS				
% of Citizen Request Responeded to Favorably within 24 Hours	NA	100%	90%	100%



Water Services

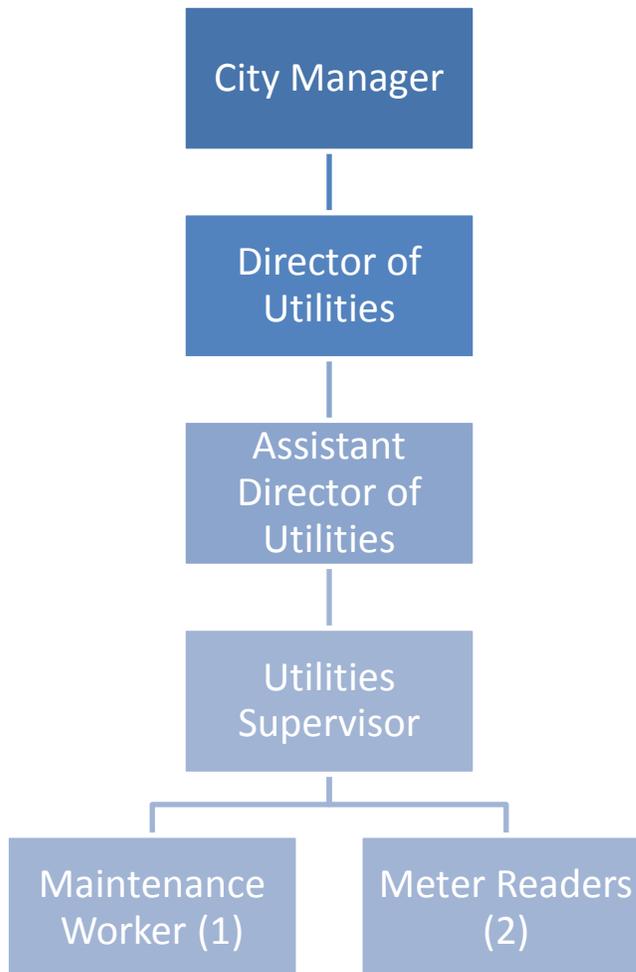
Water Services

1. Responsible for all water system maintenance including Ard Road pump station, and elevated and ground storage tanks.



CITY OF SEAGOVILLE, TEXAS

Water Services



PROGRAM DESCRIPTION

The Water Operations Department is responsible for all water and sewer construction, such as new water and sewer taps, main line installation, and water and sewer main and service repairs. The system consists of approximately 105 miles of water mains ranging from $\frac{3}{4}$ inch to 18 inch in diameter. The department runs daily reservoir and tower inspections, daily and monthly water samples, monthly main line flushing, and a variety of other duties to maintain a safe, watertight system. Approximately 2 million gallons of water per day is pumped in the winter and up to 3 million gallons per day during the summer.

GOALS FOR FISCAL YEAR 2017

CITYWIDE GOAL (5) – INFRASTRUCTURE OPERATIONS AND MAINTENANCE

Ensure water system meets or exceeds EPA/TCEQ requirements for a public water system.

Maintain the “Superior Water System” rating with TCEQ.

Provide courteous and quality customer service with limited interruptions of water service.

Adopt the TCEQ ACR (alternate capacity requirement) to provide 0.39 gallons per minute per connection

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	308,440	177,695	270,853	299,072
SUPPLIES	164,196	196,900	185,348	197,400
CONTRACTUAL SERVICES	936,228	1,048,660	990,100	1,374,850
CAPITAL OUTLAY		75,000	32,000	503,000
PROGRAM TOTAL	1,408,864	1,498,255	1,478,301	2,374,322

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Assistant Utilities Director	0	0	1	1
Public Works Superintendent	1	1	0	0
Utilities 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:

Contractual Services - Provides resources for anticipated price increases and volumetric increases.

Capital Outlay - Provides resources for the installation of the Woodhaven water line.



Department: Water Services

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Water Lines Maintained (in miles)	105	105	107	107
Bacteriological Water Samplings	180	180	184	192
EFFICIENCIES				
Operational Cost per Mile of Water Lines	\$13,417.75	\$14,211.00	\$13,815.90	\$17,488.99
EFFECTIVENESS				
% of Unaccounted Water Loss	13.50%	4.00%	8.00%	4.00%
# of Bacteriological Water Sample Positives	1	0	0	0



Sewer Services

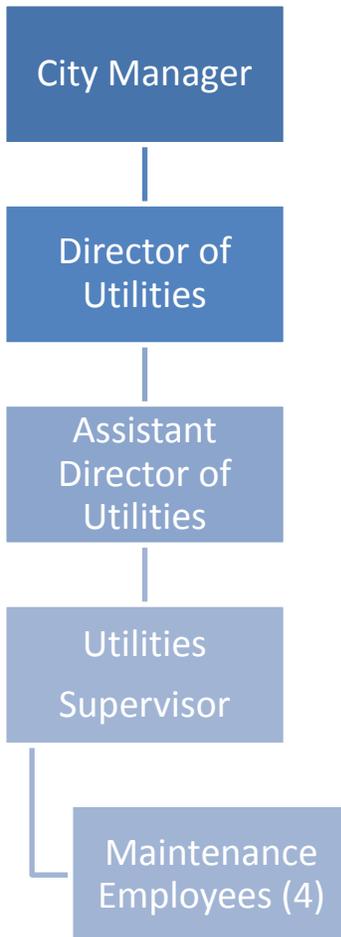
Sewer Services

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



CITY OF SEAGOVILLE, TEXAS

Sewer Services



PROGRAM DESCRIPTION

To maintain a safe and clean environment for Seagoville by delivering wastewater to (1) the North Texas Municipal Water District lift station on Malloy Bridge Road and (2) the City of Dallas. The Sewer Operations Department takes care of all maintenance in the sewer system. The main responsibility is to keep 95 miles of sewer mains free from obstruction. The department utilizes a high pressure water jet to maintain free flow. Maintenance is both proactive and reactive. Staff flush mains on a routine basis and also respond to citizen calls daily.

GOALS FOR FISCAL YEAR 2016

CITYWIDE GOAL (5) – INFRASTRUCTURE OPERATIONS AND MAINTENANCE

Provide a clean and healthy environment to the citizens and the public establishments of the City.

Reduce inflow and infiltration into the sewer system by repairing and replacing damaged sewer mains and manholes.

Reduce the number of sanitary sewer outflows to zero.

Complete the CMOM (Capacity, Management, Operations and Maintenance) Plan. The plan provides guidance to assist staff in the application of sewer management best practices.

Begin rehabilitation of the Stafford Addition community sewer infrastructure based on consultant's recommendations.

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	88,146	198,222	167,559	208,241
SUPPLIES	209,871	193,950	190,520	195,550
CONTRACTUAL SERVICES	1,260,201	1,787,960	1,767,635	2,156,347
CAPITAL OUTLAY				600,000
PROGRAM TOTAL	1,558,218	2,180,132	2,125,714	3,160,138

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Public Wrks Superintendent	0	0	0	0
Sewer Supervisor	0	0	0	0
Sewer Supervisor	0	0	0	0
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:

Personnel

Includes increase healthcare fringe benefits and retirement

Contractual Services

Includes increased costs for sewerage treatment from North Texas Municipal Water District (\$191,787). Also provides resources for the development of the Wastewater System Asset Inventory, Hydraulic Model and Master Plan (\$174,200).

Capital Outlay

Provides resources for the construction of the Highway 175 gravity main crossing at Environmental Way road. This new main will help eliminate sanitary sewer overflows during heavy rains. This project will free employees to focus on other priorities, and reduce the amount spent on overtime and contractor pumping.



Department: Sewer Services

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Sewer Lines Maintained (in miles)	95	95	97	97
# of Lift Stations	11	11	11	11
EFFICIENCIES				
Operational Cost per Mile of Sewer Line	\$16,402.29	\$22,948.76	\$21,914.58	\$26,393.18
EFFECTIVENESS				
% of Service Calls Responded to within 120 Minutes	NA	100%	95%	100%



Customer Service

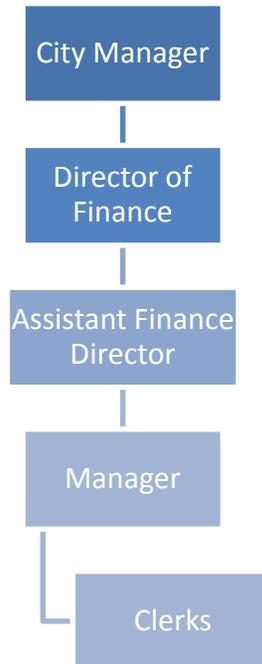
Customer Service

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



CITY OF SEAGOVILLE, TEXAS

Customer Service



PROGRAM DESCRIPTION

The Customer Service program processes utility billings and payments, issues various permits and serves as initial contact to customers/citizens entering City Hall.

GOALS FOR FISCAL YEAR 2017

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

Continue providing customers the opportunity to pay utility bills through the City's automated bank draft service

Continue offering paperless billing to all customers

Continue to provide customer service training to enhance customer relations

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	174,531	184,508	184,508	147,130
SUPPLIES	22,435	23,550	21,350	22,550
CONTRACTUAL SERVICES	41,074	40,601	40,138	41,601
CAPITAL OUTLAY				
PROGRAM TOTAL	238,039	248,659	245,996	211,281

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
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:

PERSONNEL: Transferred Customer Service representative to General Fund Building Inspection Administrative Assistant.



Department: Customer Service

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget
OUTPUTS				
Number of Water Accounts	3,990	4,096	5,416	6,228
Number of Sewer Accounts	3,700	4,033	5,089	5,852
Number of Cut-Off's	1,964	1,249	2,139	2,340
EFFICIENCIES				
Number of Accounts per Utility Customer Service Representative				
Water	998	1,024	1,354	2,076
Sewer	925	1,008	1,272	1,951
EFFECTIVENESS				
%tage of Payments Processed and Deposited Within One Day of Receipt	100%	100%	100%	100%



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 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	16,920	20,531	15,899	20,531
SUPPLIES				
CONTRACTUAL SERVICES	562,974	499,379	520,458	500,379
CAPITAL OUTLAY				
PROGRAM TOTAL	579,894	519,910	536,357	520,910

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	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:

Contractual Services:

FY 2017 budget provides \$352,304 in transfers to the General Fund

PROGRAM SUMMARY

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

PROGRAM EXPENDITURES:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	516,141	549,100	549,100	581,400
CAPITAL OUTLAY				
PROGRAM TOTAL	516,141	549,100	549,100	581,400

PERSONNEL SUMMARY:

	FY 15	FY 16	FY 16	FY 17
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
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:

Includes debt service for the proposed FY 2017 certificates of obligation to provide resources for the Highway 175 gravity main crossing project at Environmental Way

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

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	343,888.89	235,964.88	579,853.77
2018	356,111.11	225,359.32	581,470.43
2019	365,555.56	212,664.88	578,220.44
2020	377,777.78	198,092.66	575,870.44
2021	395,000.00	182,975.28	577,975.28
2022	407,222.22	167,150.28	574,372.50
2023	421,666.67	150,783.62	572,450.29
2024	443,888.89	133,733.61	577,622.50
2025	463,333.33	115,940.26	579,273.59
2026	480,555.55	98,023.60	578,579.15
2027	500,000.00	82,387.50	582,387.50
2028	520,000.00	66,012.50	586,012.50
2029	265,000.00	48,837.50	313,837.50
2030	275,000.00	43,337.50	318,337.50
2031	280,000.00	37,150.00	317,150.00
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	6,880,000.00	2,078,363.39	8,958,363.39

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2006**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	48,888.89	25,596.12	74,485.01
2018	51,111.11	23,640.56	74,751.67
2019	55,555.56	21,596.12	77,151.68
2020	57,777.78	19,373.90	77,151.68
2021	60,000.00	17,062.78	77,062.78
2022	62,222.22	14,587.78	76,810.00
2023	66,666.67	12,021.12	78,687.79
2024	68,888.89	9,221.11	78,110.00
2025	73,333.33	6,327.76	79,661.09
2026	75,555.55	3,211.10	78,766.65
TOTAL	620,000.00	152,638.35	772,638.35

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2008**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	115,000.00	90,756.26	205,756.26
2018	120,000.00	85,006.26	205,006.26
2019	120,000.00	78,856.26	198,856.26
2020	125,000.00	72,706.26	197,706.26
2021	135,000.00	66,300.00	201,300.00
2022	140,000.00	59,550.00	199,550.00
2023	145,000.00	52,550.00	197,550.00
2024	150,000.00	45,300.00	195,300.00
2025	160,000.00	37,800.00	197,800.00
2026	165,000.00	30,600.00	195,600.00
2027	250,000.00	23,175.00	273,175.00
2028	265,000.00	11,925.00	276,925.00
TOTAL	1,890,000.00	654,525.04	2,544,525.04

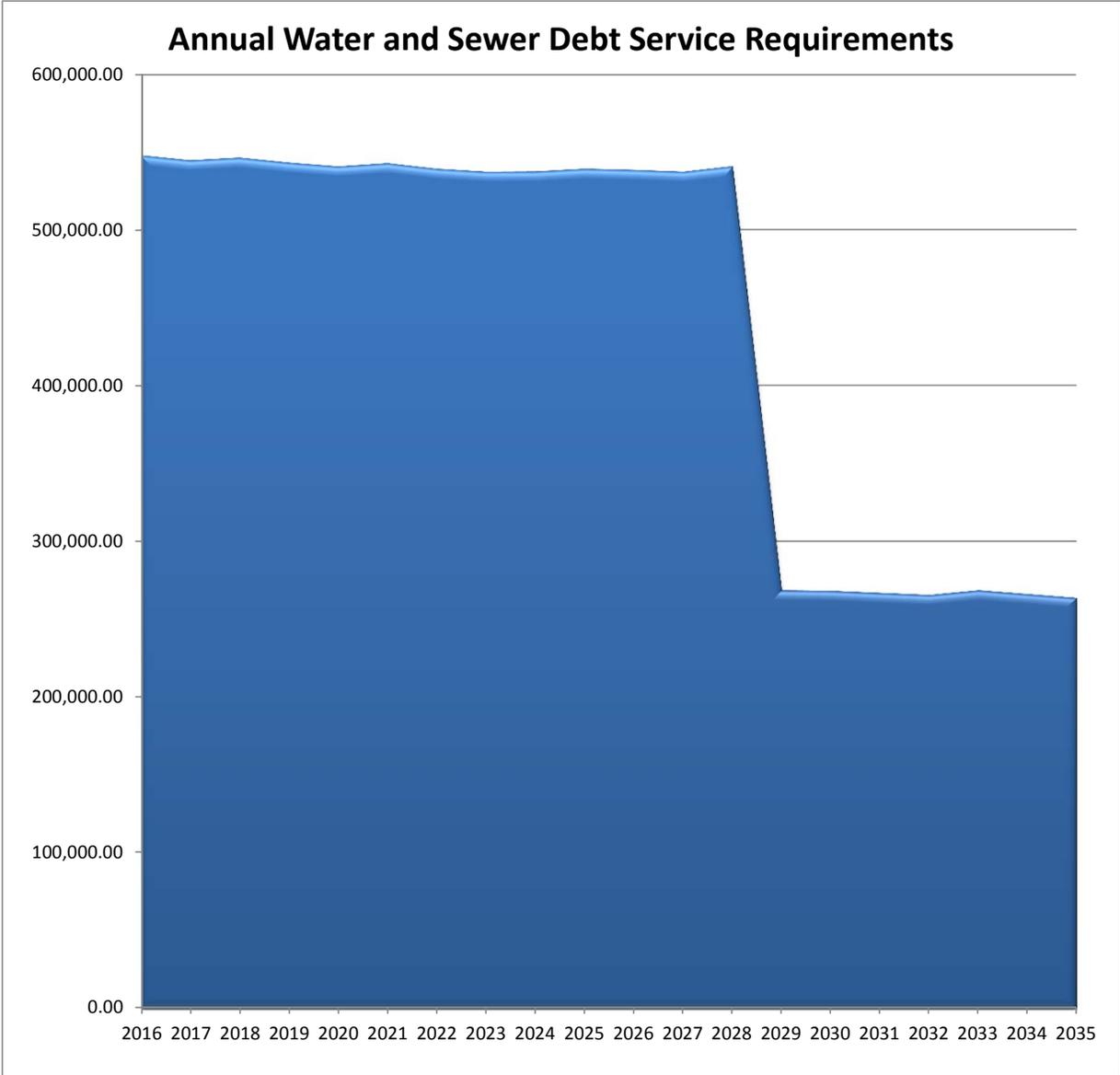
**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2015**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	145,000.00	119,612.50	264,612.50
2018	150,000.00	116,712.50	266,712.50
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	3,770,000.00	1,271,200.00	5,041,200.00

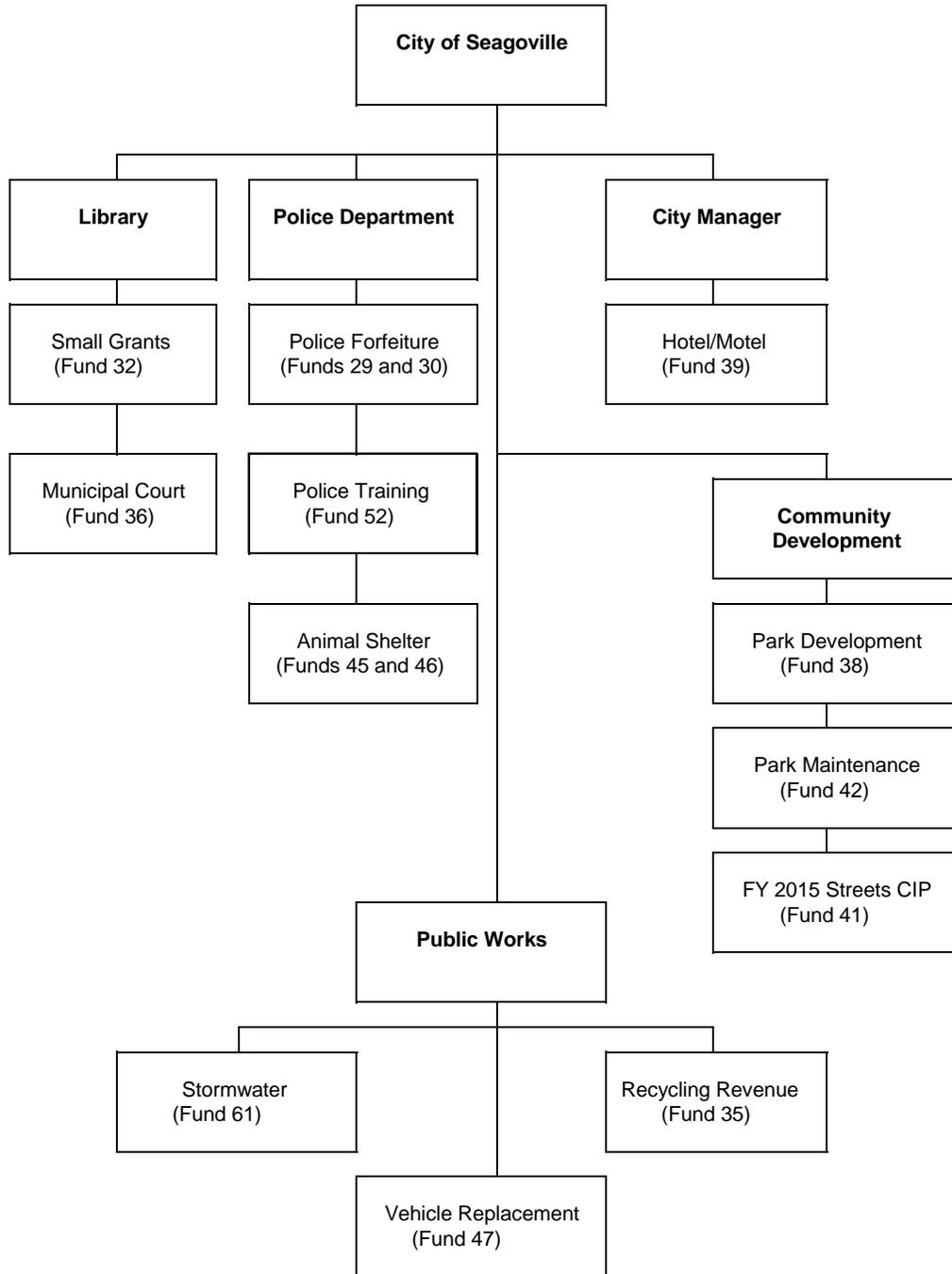
**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2017**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2017	35,000.00	18,113.06	53,113.06
2018	35,000.00	19,000.00	54,000.00
2019	35,000.00	18,300.00	53,300.00
2020	35,000.00	17,600.00	52,600.00
2021	35,000.00	16,550.00	51,550.00
2022	35,000.00	15,500.00	50,500.00
2023	35,000.00	14,450.00	49,450.00
2024	40,000.00	13,400.00	53,400.00
2025	40,000.00	12,200.00	52,200.00
2026	40,000.00	11,000.00	51,000.00
2027	45,000.00	9,400.00	54,400.00
2028	45,000.00	7,600.00	52,600.00
2029	45,000.00	5,800.00	50,800.00
2030	50,000.00	4,000.00	54,000.00
2031	50,000.00	2,000.00	52,000.00
TOTAL	600,000.00	184,913.06	784,913.06

**City of Seagoville
Water Sewer Fund**



**City of Seagoville, Texas
Special
Revenue Funds
Overview**



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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$1,673	\$5,165	\$2,702	\$2,702	\$2,192
Revenues					
Revenue from seizures	\$40,571	\$1,150	\$30,000	\$0	\$0
Miscellaneous	-	-	-	515	623
Total Revenues	\$40,571	\$1,150	\$30,000	\$515	\$623
Total Available Funds	\$42,245	\$6,316	\$32,702	\$3,217	\$2,815
Expenditures					
Police	\$37,080	\$3,614	\$30,697	\$1,025	\$0
Total Operations	\$37,080	\$3,614	\$30,697	\$1,025	\$0
Ending Fund Balance	\$5,165	\$2,702	\$2,005	\$2,192	\$2,815

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 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$1,582	\$1,582	\$1,582	\$1,582	\$1,582
Revenues					
Revenue from seizures	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$0
Total Available Funds	\$1,582	\$1,582	\$1,582	\$1,582	\$1,582
Expenditures					
Police	\$0	\$0	\$0	\$0	\$0
Total Operations	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$1,582	\$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 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$9,588	\$11,374	\$11,374	\$11,374	\$12,871
Revenues					
Library	\$2,876	\$1,085	\$2,550	\$2,380	\$2,550
Donations	625	-	-	-	-
Police	2,130	2,111	-	2,174	-
Total Revenues	5,631	3,196	2,550	4,553	2,550
Total Available Funds	\$15,219	\$14,570	\$13,924	\$15,928	\$15,421
Expenditures					
Community Development	\$830	\$0	\$0	\$0	\$0
Community Support	1,391	1,689	2,550	1,110	2,550
Public Safety	1,624	2,442	-	1,947	227
Total Expenditures	3,845	4,130	2,550	3,057	2,777
Ending Fund Balance	\$11,374	\$10,440	\$11,374	\$12,871	\$12,644

Note: FY 2017

Includes \$1,000 WalMart grant for funding Summer Reading Club. Additionally, includes \$750 ONCOR grant for Keep Seagoville Beautiful for Christmas tree lighting and Arbor Day. Includes \$800 in Arbor Tree sales.

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$1,809	\$1,436	\$970	\$970	\$2,377
Revenues					
Fees	\$0	\$432	\$0	\$2,121	\$500
Total Revenues	\$0	\$432	\$0	\$2,121	\$500
Total Available Funds	\$1,809	\$1,868	\$970	\$3,090	\$2,877
Expenditures					
Supplies	\$373	\$897	\$0	\$713	\$500
Total Expenditures	\$373	\$897	\$0	\$713	\$500
Ending Fund Balance	\$1,436	\$970	\$970	\$2,377	\$2,377

Note:

Accounts for disposal fees and expenditures of recyclable materials

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$45,008	\$26,642	\$28,092	\$28,092	\$31,774
Revenues					
Fines	\$10,383	\$7,430	\$13,605	\$7,882	\$7,500
Total Available Funds	\$55,391	\$34,072	\$41,697	\$35,974	\$39,274
Expenditures	\$28,749	\$5,979	\$19,428	\$4,200	
Ending Fund Balance	\$26,642	\$28,092	\$22,269	\$31,774	\$39,274

Note:

FY 2017 proposed expenditures include \$2,736 for baliff pay, \$1,596 for the maintenance of the automated cash drawer and printer, \$3,972 for the maintenance of the camera security system, \$10,668 for annual maintenance of the court software system and \$456 for miscellaneous supplies.

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$0	\$0	\$58,000	\$58,000	\$58,000
Revenues:					
Development Fees	0	58,000	0	0	0
Total Available Funds	\$0	\$58,000	\$58,000	\$58,000	\$58,000
Expenditures	0	0	0	0	0
Ending Fund Balance	\$0	\$58,000	\$58,000	\$58,000	\$58,000

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. Any monies paid into the said Fund must be expended by the City within ten (10) years from the date received by the City.

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$5,785	\$0	\$0	\$0	\$0
Revenues:					
Hotel Motel Ocupancy Tax	20,411	25,350	15,000	30,000	24,000
Total Available Funds	\$26,196	\$25,350	\$15,000	\$30,000	\$24,000
Expenditures:					
Chamber of Commerce	\$26,196	\$25,350	\$15,000	\$30,000	\$24,000
Ending Fund Balance	\$0	\$0	\$0	\$0	\$0

Note: Funds local Chamber of Commerce activities.

**City of Seagoville, Texas
Budget Summary
FY 2015 Street Projects Fund (Fund 41)**

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$0	\$0	\$2,587,737	\$2,587,737	\$1,878,759
Revenues					
Bond Proceeds	-	4,131,627	-	-	-
Interest	-	1,514	2,000	3,000	2,000
Total Revenues	\$0	\$4,133,141	\$2,000	\$3,000	\$2,000
Total Available Funds	\$0	\$4,133,141	\$2,589,737	\$2,590,737	\$1,880,759
Expenditures					
Capital Outlay	-	1,393,777	2,034,500	711,978	1,774,815
Bond Fees	-	151,627	-	-	-
Total Expenditures	\$0	\$1,545,404	\$2,034,500	\$711,978	\$1,774,815
Ending Fund Balance	\$0	\$2,587,737	\$555,237	\$1,878,759	\$105,944

Note:

FY 2015 Capital Projects

Catherine Lane	123,424	35,146
Shady Lane	119,021	-
Woodhaven	12,975	737,025
Ard Road	11,939	-
S. Kaufman	1,726	-
Stark Road	1,954	-
Lasater/Simonds	-	162,000
Robinwood	391,185	-
Shadybrook	895	135,105
Elizabeth/Tunell	23,593	511,757
Bowers/Elmo/Seago	1,789	176,211
Sidewalks	21,650	3,350
Signs and Markings	1,827	14,221
	711,978	1,774,815

Note: This fund is established to account for street improvement projects funded by the FY 2015 certificate of obligation bonds

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$1,685
Revenue:					
SYSA Fees	\$0	\$0	\$0	\$1,685	\$2,000
Total Available Funds	\$0	\$0	\$0	\$1,685	\$3,685
Expenditures:					
Community Development	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$0	\$0	\$0	\$1,685	\$3,685

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 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0
Revenue:					
Interest	\$0	\$0	\$0	\$0	\$100
Total Available Funds	\$0	\$0	\$0	\$0	\$100
Expenditures:					
Community Development	\$0	\$0	\$0	\$0	\$0
Transfer:					
From General Fund					\$120,000
Ending Fund Balance	\$0	\$0	\$0	\$0	\$120,100

Established to account for the accumulation of resources for street maintenance

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$6,161	\$4,184	\$5,710	\$5,710	\$3,710
Revenue:					
Donations	\$2,335	\$4,941	\$1,500	\$3,000	\$1,500
Total Available Funds	\$8,495	\$9,124	\$7,210	\$8,710	\$5,210
Expenditures:					
Public Safety	\$4,311	\$3,414	\$3,000	\$5,000	\$3,000
Ending Fund Balance	\$4,184	\$5,710	\$4,210	\$3,710	\$2,210

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 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$4,489	\$4,489	\$4,489	\$4,489	\$4,489
Revenues:					
Donations	\$0	\$0	\$0	\$0	\$0
Total Available Funds	\$4,489	\$4,489	\$4,489	\$4,489	\$4,489
Expenditures	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$4,489	\$4,489	\$4,489	\$4,489	\$4,489

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

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$0	\$0	\$2,312	\$2,312	\$81,676
Revenues:					
Sales of Surplus Property	\$0	\$2,312	\$0	\$30,100	\$2,500
Insurance Recovery	-	-	-	7,264	-
Total Available Funds	\$0	\$2,312	\$2,312	\$39,676	\$84,176
Expenditures	-	-	-	-	-
Transfers:					
From General Fund	-	-	42,000	42,000	42,000
Ending Fund Balance	\$0	\$2,312	\$44,312	\$81,676	\$126,176

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

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

	Actual 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	(\$501)	\$2,036	\$5,150	\$5,150	\$5,150
Revenues:					
Training Revenues	\$3,410	\$3,114	\$3,000	\$0	\$3,000
Total Available Funds	\$2,909	\$5,150	\$8,150	\$5,150	\$8,150
Expenditures	\$873	-	\$5,000	-	\$5,000
Ending Fund Balance	\$2,036	\$5,150	\$3,150	\$5,150	\$3,150

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 2013-2014	Actual 2014-2015	Budgeted 2015-2016	Projected 2015-2016	Proposed 2016-2017
Beginning Fund Balance	\$54,587	\$62,660	\$75,764	\$75,764	\$104,989
Revenues					
Storm Water Fees	53,015	55,774	82,800	67,425	82,800
Total Revenues	53,015	55,774	82,800	67,425	82,800
Total Available Funds	\$107,602	\$118,434	\$158,564	\$143,189	\$187,789
Expenditures					
Supplies	505	-	2,100	-	2,100
Contractual Services	44,437	42,670	53,200	10,600	53,200
Transfer to General Fund	-	-	27,600	27,600	27,600
Total Expenditures	\$44,942	\$42,670	\$82,900	\$38,200	\$82,900
Ending Fund Balance	\$62,660	\$75,764	\$75,664	\$104,989	\$104,889

For FY 2015, the Drainage Fund will be utilized to implement the components of the City's new Stormwater Management Plan (SWMP). The SWMP and a Notice of Intent (NOI) for coverage under the new Texas Pollutant Discharge Elimination System Stormwater Phase II MS4 General Permit were submitted to the Texas Commission on Environmental Quality (TCEQ) in June, 2014. Consultant Services will be retained to assist city staff in ensuring required goals are being met and preparing necessary reports for submission to the TCEQ. Other tasks for FY 17 will be to adopt and document procedures to address stormwater pollution, litter control additional public outreach, training, construction site inspections, and mapping city drainage systems.

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

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.