

Finance/Accounting Office

City of Richland Hills, Texas

**Memorandum**

To: Curtis Hawk, City Manager  
From: Barbara Mann, Finance/Accounting Manager  
Date: February 13, 2013  
Subject: Budget Amendment

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**City Council Action Requested:**

Review proposed budget amendments and schedule public hearing for March 5, 2012.

**Background Information:**

Attached is preliminary schedule of proposed budget amendments for various funds as listed on the attached schedule. A brief description of additional expense is listed.

**Board/Citizen Input: N/A**

**Financial Considerations:**

Financial impact on various funds is listed on attached document.

**Attachments:**

Preliminary listing of budget amendments.  
Detailed budget forms.

**Staff Contact:**

Barbara Mann, Finance/Accounting Manager  
817-616-3815  
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**2012-2013 FISCAL YEAR  
PROJECTED EXPENDITURE SUMMARY**

<b>FUND</b>	<b>2012-2013 BUDGET REVENUES</b>	<b>2012-2013 BUDGET EXPENDITURES</b>	<b>VARIANCE</b>
General Fund			
Adopted Budget	\$5,159,995	\$5,048,206	\$111,789
Proposed Amended Budget	\$5,159,995	\$5,395,087	(\$235,092)
Enterprise Fund			
Adopted Budget	\$4,198,408	\$4,027,073	\$171,335
Proposed Amended Budget	\$4,198,408	\$4,047,467	\$150,941
Facilities Improvements			
Adopted Budget	\$0	\$0	\$0
Proposed Amended Budget	\$65,000	\$65,000	\$0
Note: Funds from General Fund Balance			
Baker Boulevard Improvements			
Adopted Budget	0	0	\$0
Proposed Amended Budget	95,000	95,000	\$0
Note: Funds from General Fund Balance			
Library Grant Fund			
Adopted Budget	0	0	\$0
Proposed Amended Budget	38,037	38,037	\$0
2012 Contractual Obligations Acquisitions			
Adopted Budget	0	0	\$0
Proposed Amended Budget	415,000	415,000	\$0
2012 Contractual Obligations I&S			
Adopted Budget	0	0	\$0
Proposed Amended Budget	102,813	76,550	\$26,263
Road and Street Improvement			
Adopted Budget	129,869	129,869	\$0
Proposed Amended Budget	129,869	148,865	(\$18,996)
Note: Balance of funds from Road and Street Fund Balance			
Drainage Utility Fund			
Adopted Budget	700,865	277,405	\$423,460
Proposed Amended Budget	700,865	519,849	\$181,016

**2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES AND EXPENDITURES  
ENTERPRISE FUND**

	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROJECTED</b>	<b>VARIANCE</b>
<b>REVENUES</b>			
Water Billing	2,260,542	2,260,542	0
Wastewater Billing	1,485,727	1,485,727	0
Miscellaneous	452,139	452,139	0
	<hr/>	<hr/>	
<b>TOTAL REVENUES</b>	<b>\$4,198,408</b>	<b>\$4,198,408</b>	<b>\$0</b>
<b>EXPENDITURES</b>			
Administration	\$492,300	\$511,970	(\$19,670)
City Secretary/Legislative	85,365	86,089	(724)
Debt Service	581,199	581,199	0
Water Production and Distribution	1,265,589	1,265,589	0
Wastewater Collection and Treatment	1,602,620	1,602,620	0
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<b>TOTAL EXPENDITURES</b>	<b>\$4,027,073</b>	<b>\$4,047,467</b>	<b>(\$20,394)</b>
<b>Balance</b>	<b>\$171,335</b>	<b>\$150,941</b>	<b>\$20,394</b>

**2012-013 FISCAL YEAR  
SUMMARY OF REVENUES AND EXPENDITURES  
GENERAL FUND**

	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROPOSED</b>	<b>VARIANCE</b>
<b>REVENUES</b>			
Taxes	\$4,251,303	\$4,251,303	\$0
Fines and Forfeitures	441,547	441,547	\$0
License and Permits	101,864	101,864	\$0
Service Charges	249,321	249,321	\$0
Miscellaneous	115,960	115,960	0
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<b>TOTAL REVENUES</b>	<b>\$5,159,995</b>	<b>\$5,159,995</b>	<b>\$0</b>
<b>EXPENDITURES</b>			
Administration	\$507,976	\$527,646	(\$19,670)
City Secretary/Legislative	84,839	86,089	(\$1,250)
Municipal Court	211,208	198,869	\$12,339
Fire	1,472,734	1,484,126	(\$11,392)
Street	276,390	221,744	\$54,646
Recreation	46,703	33,742	\$12,961
Community Development	223,344	503,158	(\$279,814)
Capital Projects/Equipment	16,198	16,198	\$0
Economic Development	32,063	29,683	\$2,380
Police	1,753,983	1,855,886	(\$101,903)
Animal Services	91,228	112,975	(\$21,747)
Library	331,540	324,971	6,569
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<b>TOTAL EXPENDITURES</b>	<b>\$5,048,206</b>	<b>\$5,395,087</b>	<b>(\$346,881)</b>
<b>BALANCE</b>	<b>\$111,789</b>	<b>(\$235,092)</b>	

<b>DEPARTMENT:</b>	<b>Community Development (120)</b>
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<b>EXPENDITURES</b>
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<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROJECTED</b>
51010	Salaries & Wages	\$146,745	\$79,327
51020	Part-time/Temporary	\$0	\$22,731
51030	Overtime	0	582
51040	FICA	11,226	7,852
51050	Unemployment Insurance	783	783
51070	TMRS	25,431	14,315
51080	Health Insurance	18,043	12,029
51099	Professional Svcs - Planning	0	49,423
51165	Professional Svcs - Comp Plan		205,000
51170	Eng/Consulting Fees	0	40,000
51200	Filing Fees	1,000	1,000
51240	Physicals	100	100
	<b>Subtotal Personnel</b>	<b>\$203,328</b>	<b>\$433,142</b>
52010	Office Supplies	\$1,500	\$1,500
52015	Operating Supplies	400	400
52020	Printing	400	400
52030	Gasoline	3,000	3,000
52035	Oils and Lubricants	400	400
52040	Office Equipment Maintenance	5,000	5,000
52060	Minor Office Equipment	0	0
52080	Building Maintenance	360	360
52100	Uniforms	500	500
52105	Protective Gear	0	0
52110	Vehicle Maintenance	400	400
52115	Tires/Tubes/Batteries	600	600
52130	Communication Equip Maintenance	150	150
52180	Hand Tools/Small Equipment	0	0
	<b>Subtotal Supplies/Maintenance</b>	<b>\$12,710</b>	<b>\$12,710</b>
53010	Legal Ads	\$1,800	\$1,800
53060	Membership/Professional Dues	500	500
53070	Subscriptions/Publications	50	50
53080	Travel/Training	1,500	1,500
53150	Lot Mowing, Demolition, Cleanup	0	15,000
53155	TC House Improvement Grants	0	35,000
53160	Plumbing Inspection Service	250	250
	<b>Subtotal Other Operating</b>	<b>\$4,100</b>	<b>\$54,100</b>
54030	Telephone	\$1,800	\$1,800
	<b>Subtotal Utilities</b>	<b>\$1,800</b>	<b>\$1,800</b>
55030	Worker's Comp Insurance	\$918	\$918
55040	Real/Personal Property Insurance	81	81
55060	Auto Physical Damage Insurance	139	139
55080	General Liability	27	27
55090	Auto Liability	241	241
	<b>Subtotal Contractual</b>	<b>\$1,406</b>	<b>\$1,406</b>
56020	Equipment	\$0	\$0
	<b>Subtotal Capital</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL</b>	<b>\$223,344</b>	<b>\$503,158</b>

## GENERAL ADMINISTRATION

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## JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE

## COMMUNITY DEVELOPMENT DEPARTMENT

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
51010	Salaries & Wages	\$ (67,418)	Decrease due to not hiring building official this fiscal year
51020	Part-Time/Temporary	\$ 22,731	Increase due to hiring two firefighters to work part-time in the capacity of code enforcement officers
51030	Overtime	\$ 582	Increase in overtime expense
51040	FICA	\$ (3,374)	Decrease due to decrease salary expense
51070	TMRS	\$ (11,116)	Decrease due to decrease salary expense
51080	Health Insurance	\$ (6,014)	Decrease due to decrease salary expense
51099	Professional Services - Planning	\$ 49,423	Increase due to approved agreement with Freese and Nichols for planning consultant contract
51165	Professional Services - Comp Plan	\$ 205,000	Increase due to approved agreement with Freese and Nichols for comprehensive contract
51170	Consulting Fees	\$ 40,000	Increase due to agreement with Bureau Veritas for inspection and plan review services
53150	Lot Mowing, Demolition, Cleanup	\$ 15,000	Increase due to anticipated expenses for code violation issues which City performs to comply with code requirements. Liens against the property are normally filed at time of expense.
53155	TC House Improvement Grants	\$ 35,000	Increase due to approved agreement with Tarrant County to participate in sharing cost of house improvement grant program to qualified citizens,
Total Increase/Decrease		\$ 279,814	

<b>DEPARTMENT:</b>	<b>Animal Control (121)</b>
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<b>EXPENDITURES</b>
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ACCOUNT NUMBER	DESCRIPTION	2012-2013 BUDGET	2012-2013 PROJECTED
51010	Salaries & Wages	\$48,183	\$65,930
51030	Overtime	1,000	1,000
51040	FICA	3,686	3,686
51050	Unemployment Insurance	261	261
51070	TMRS	6,050	6,050
51080	Health Insurance	6,014	6,014
51280	Immunizations	300	300
51240	Physicals	275	275
	<b>Subtotal Personnel</b>	<b>\$65,769</b>	<b>\$83,516</b>
52010	Office Supplies	\$400	\$400
52015	Operating Supplies	565	565
52020	Printing	300	300
52030	Gasoline	1,200	1,200
52035	Oils and Lubricants	231	231
52040	Office Equipment Maintenance	100	100
52060	Minor Office Equipment	633	633
52080	Building Maintenance	1,340	1,340
52100	Uniforms	805	805
52110	Vehicle Maintenance	352	352
52115	Tires/Tubes/Batteries	406	406
52130	Communication Equip Maintenance	718	718
52180	Hand Tools/Small Equipment	415	415
52515	Shelter Board Repairs	0	0
	<b>Subtotal Supplies/Maintenance</b>	<b>\$7,465</b>	<b>\$7,465</b>
53010	Legal Advertising	\$100	\$100
53060	Membership/Professional Dues	100	100
53072	Other Programs	500	500
53074	Capture of Wild Animals	0	4,000
53080	Travel/Training	780	780
	<b>Subtotal Other Operating</b>	<b>\$1,480</b>	<b>\$5,480</b>
54010	Electricity	\$7,000	\$7,000
54020	Natural Gas	600	600
54030	Telephone	7,889	7,889
	<b>Subtotal Utilities</b>	<b>\$15,489</b>	<b>\$15,489</b>
55030	Worker's Comp Insurance	\$918	\$918
55040	Real/Personal Property Insurance	81	81
55080	General Liability	26	26
	<b>Subtotal Contractual</b>	<b>\$1,025</b>	<b>\$1,025</b>
56020	Equipment	\$0	\$0
	<b>Subtotal Capital</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL</b>	<b>\$91,228</b>	<b>\$112,975</b>

## GENERAL ADMINISTRATION

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## JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE

## ANIMAL SERVICES DEPARTMENT

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
51010	Salaries and Wages	\$ 17,747	Increase due to expense for upgrade of part-time position to full-time animal control officer position
53074	Capture of Wild Animals	\$ 4,000	Increase due to expense for capture of wild animals
Total Increase/Decrease		\$ 21,747	

<b>Department</b>	<b>Administration (112)</b>
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ACCOUNT NUMBER	DESCRIPTION	2012-2013 BUDGET	2012-2013 PROJECTED
51010	Salaries & Wages	\$216,341	\$216,341
51030	Overtime	600	600
51040	FICA	15,996	15,996
51050	Unemployment Insurance	783	783
51070	TMRS	36,236	36,236
51080	Health Insurance	20,934	20,934
51150	Legal Fee	75,000	75,000
51160	Audit Fee	14,874	14,874
51170	Engineer/Consultant Fee	0	0
51180	Tax Services	17,700	17,700
51260	Contract Labor	0	0
	<b>Subtotal Personnel</b>	<b>\$398,464</b>	<b>\$398,464</b>
52010	Office Supplies	\$1,682	\$1,682
52020	Printing	3,203	3,203
52040	Office Equipment Maintenance	29,599	49,269
52046	E-Commerce Fees	9,233	9,233
52060	Minor Office Equipment	300	300
52061	Electronic Payment Fees	16,950	16,950
52080	Building Maintenance	16,385	16,385
52240	Building Cleaning Supplies	0	0
52255	Hazardous Waste	0	0
	<b>Subtotal Supplies/Maintenance</b>	<b>\$77,352</b>	<b>\$97,022</b>
53010	Legal Advertising	\$1,000	\$1,000
53020	Postage	10,172	10,172
53060	Membership/Professional Dues	2,124	2,124
53070	Subscriptions/Publications	160	160
53072	Other Programs	450	450
53080	Travel/Training	1,509	1,509
53100	Newsletter	0	0
53975	Property Acquisition	0	0
	<b>Subtotal Other Operating</b>	<b>\$15,415</b>	<b>\$15,415</b>
54010	Electricity	\$7,811	\$7,811
54020	Natural Gas	699	699
54030	Telephone	5,776	5,776
	<b>Subtotal Utilities</b>	<b>\$14,286</b>	<b>\$14,286</b>
55030	Worker's Comp. Insurance	\$1,573	\$1,573
55040	Real/Personal Property Insurance	445	445
55080	General Liability	145	145
55100	Employee Bond	296	296
	<b>Subtotal Contractual</b>	<b>\$2,459</b>	<b>\$2,459</b>
56150	Facilities Improvement	\$0	\$0
56160	Facilities Maintenance	0	0
56164	Transfers	0	0
	<b>Subtotal Capital</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL</b>	<b>\$507,976</b>	<b>\$527,646</b>

## GENERAL ADMINISTRATION

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## JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE

## ADMINISTRATION DEPARTMENT

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
52040	Office Equipment Maintenance	\$ 19,670	Increase due to expense for new web site design and service
Total Increase/Decrease		\$ 19,670	

<b>DEPARTMENT:</b>	<b>Administration (262)</b>
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<b>EXPENDITURES</b>
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<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROJECTED</b>
51010	Salaries & Wages	\$216,341	\$216,341
51030	Overtime	600	600
51040	FICA	15,996	15,996
51050	Unemployment Insurance	783	783
51070	TMRS	36,236	36,236
51080	Health Insurance	20,934	20,934
51150	Legal Fee	75,000	75,000
51160	Audit Fee	14,873	14,873
51170	Engineer/Consultant Fee	0	0
51190	Franchise Fee	0	0
51260	Contract Labor	0	0
	<b>Subtotal Personnel</b>	<b>\$380,763</b>	<b>\$380,763</b>
52010	Office Supplies	\$1,682	\$1,682
52020	Printing	3,202	3,202
52040	Office Equipment Maintenance	29,598	49,268
52046	E-Commerce Fees	9,233	9,233
52060	Minor Office Equipment	300	300
52061	Electronic Payment Fees	16,950	16,950
52088	Building Maintenance	16,384	16,384
52240	Building Cleaning Supplies	0	0
52255	Hazardous Waste	0	0
	<b>Subtotal Supplies/Maintenance</b>	<b>\$77,349</b>	<b>\$97,019</b>
53010	Legal Advertising	\$1,000	\$1,000
53020	Postage	10,171	10,171
53060	Membership/Professional Dues	2,124	2,124
53070	Subscriptions/Publications	160	160
53072	Other Programs	450	450
53080	Travel/Training	1,508	1,508
53100	Newsletter	0	0
53975	Property Acquisition	0	0
	<b>Subtotal Other Operating</b>	<b>\$15,413</b>	<b>\$15,413</b>
54010	Electricity	\$7,811	\$7,811
54020	Natural Gas	698	698
54030	Telephone	5,775	5,775
5490	Bad Debt Expense	\$0	\$0
	<b>Subtotal Utilities</b>	<b>\$14,284</b>	<b>\$14,284</b>
55030	Worker's Comp Insurance	\$3,605	\$3,605
55040	Real/Personal Property Insurance	445	445
55080	General Liability	145	145
55100	Employee Bond	296	296
55999	Depreciation Expense	0	0
	<b>Subtotal Contractual</b>	<b>\$4,491</b>	<b>\$4,491</b>
56160	Facilities Maintenance	0	0
	<b>Subtotal Capital</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL</b>	<b>\$492,300</b>	<b>\$511,970</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**ADMINISTRATION DEPARTMENT**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
52040	Office Equipment Maintenance	\$ 19,670	Increase due to expense for new web site design and service
Total Increase/Decrease		\$ 19,670	

<b>DEPARTMENT:</b>	<b>City Secretary/Legislative (123)</b>
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<b>EXPENDITURES</b>
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<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROJECTED</b>
51010	Salaries & Wages	\$39,673	\$39,673
51040	FICA	3,035	3,035
51050	Unemployment Insurance	131	131
51070	TMRS	6,876	6,876
51080	Health Insurance	3,007	3,007
51100	Council Compensation	360	360
51170	Engineer/Consultant Fee	0	0
	<b>Subtotal Personnel</b>	<b>\$53,082</b>	<b>\$53,082</b>
52010	Office Supplies	\$650	\$650
52020	Printing	1,865	1,865
52215	Election Expense	2,800	2,800
52040	Equipment Maintenance	5,000	5,000
52060	Minor Office Equipment	147	147
	<b>Subtotal Supplies/Maintenance</b>	<b>\$10,462</b>	<b>\$10,462</b>
53010	Legal Advertising	\$750	\$750
53020	Postage	1,100	1,100
53060	Membership/Professional Dues	3,812	3,812
53070	Subscriptions/Publications	1,800	1,800
53071	Employee Volunteer Program	2,031	2,031
53072	Support of Other Programs	0	0
53080	Travel/Training	2,680	2,680
53100	Newsletter	0	1,250
53991	Contingency Fund	3,750	3,750
	<b>Subtotal Other Operating</b>	<b>\$15,923</b>	<b>\$17,173</b>
55030	Worker's Comp Insurance	\$393	\$393
55040	Real/Personal Property Insurance	445	445
55050	Errors and Omissions Insurance	4,389	4,389
55080	General Liability	145	145
	<b>Subtotal Contractual</b>	<b>\$5,372</b>	<b>\$5,372</b>
56020	Equipment	\$0	\$0
56150	Facilities Improvements	\$0	\$0
	<b>Subtotal Capital</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL</b>	<b>\$84,839</b>	<b>\$86,089</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**CITY SECRETARY DEPARTMENT**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
53100	Newsletter	\$ 1,250	Increase due to expense to print newsletter in color
Total Increase/Decrease		\$ 1,250	

<b>DEPARTMENT:</b>	<b>City Secretary/Legislative (263)</b>
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<b>EXPENDITURES</b>
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<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROJECTED</b>
51010	Salaries & Wages	\$39,673	\$39,673
51040	FICA	3,035	3,035
51050	Unemployment Insurance	131	131
51070	TMRS	6,876	6,876
51080	Health Insurance	3,007	3,007
51100	Council Compensation	360	360
51170	Engineer/Consultant Fee	0	0
	<b>Subtotal Personnel</b>	<b>\$53,082</b>	<b>\$53,082</b>
52010	Office Supplies	\$650	\$650
52020	Printing	1,865	1,865
52040	Equipment Maintenance	2,800	2,800
52060	Minor Office Equipment	5,000	5,000
52215	Elections Expense	147	147
	<b>Subtotal Supplies/Maintenance</b>	<b>\$10,462</b>	<b>\$10,462</b>
53010	Legal Advertising	\$750	\$750
53020	Postage	1,100	1,100
53060	Membership/Professional Dues	3,812	3,812
53070	Subscriptions/Publications	1,800	1,800
53071	Employee Volunteer Program	2,031	2,031
53072	Support of Other Programs	0	0
53080	Travel/Training	2,680	2,680
53100	Newsletter	0	1,250
53991	Contingency Fund	3,750	3,750
	<b>Subtotal Other Operating</b>	<b>\$15,923</b>	<b>\$17,173</b>
55030	Worker's Comp. Insurance	\$918	\$918
55040	Real/Personal Property Insurance	445	445
55050	Errors and Omissions Insurance	4,389	4,389
55080	General Liability	146	146
	<b>Subtotal Contractual</b>	<b>\$5,898</b>	<b>\$5,898</b>
56020	Equipment	\$0	\$0
56150	Facilities Improvements	\$0	\$0
	<b>Subtotal Capital</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL</b>	<b>\$85,365</b>	<b>\$86,615</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**CITY SECRETARY DEPARTMENT**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
53100	Newsletter	\$ 1,250	Increase due to expense to print newsletter in color
Total Increase/Decrease		\$ 1,250	

**CITY OF RICHLAND HILLS**

February 19, 2013  
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**2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES**

**FACILITIES IMPROVEMENTS FUND**

	<b>2012-2013 BUDGET</b>	<b>FY 2012-2013 Projected</b>
<b>Estimated Beginning Resources</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUES</b>		
Grants and Transfers	\$0	\$0
Transfer from General	0	65,000
Transfer from Enterprise	0	0
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<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$65,000</b>
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<b>Total Estimated Available Resources</b>	<b>\$0</b>	<b>\$65,000</b>
<b>EXPENDITURES</b>		
<b>Personnel.</b>		
Salaries and Wages	\$0	\$0
Health Insurance	0	0
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<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital</b>		
Facilities Improvements	\$0	\$65,000
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<b>Total Contractual</b>	<b>\$0</b>	<b>\$65,000</b>
	<hr/>	<hr/>
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$65,000</b>
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<b>BALANCE</b>	<b>\$0</b>	<b>\$0</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**FACILITIES IMPROVEMENT FUND**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
56150	Capital Facilities Improvements	\$ 65,000	\$40,000 approved for security devices for City Hall and Community Center \$25,000 approved for repairs to Police Department Facility
Total Increase/Decrease		\$ 65,000	

**CITY OF RICHLAND HILLS**

February 19, 2013  
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**2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES**

**BAKER BOULEVARD IMPROVEMENTS**

	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>
<b>Estimated Beginning Resources</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUES</b>		
Investment Income	\$0	\$0
Transfer from General	0	95,000
Grants and Transfers	0	0
	<hr/>	<hr/>
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$95,000</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Total Estimated Available Resources</b>	<b>\$0</b>	<b>\$95,000</b>
<b>EXPENDITURES</b>		
<b>Personnel</b>		
Engineer/Consulting Fees	\$0	\$0
	<hr/>	<hr/>
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>
	<hr/>	<hr/>
<b>Supplies/Maintenance</b>		
Property Acquisition	\$0	\$0
	<hr/>	<hr/>
<b>Total Supplies/Maintenance</b>	<b>\$0</b>	<b>\$0</b>
	<hr/>	<hr/>
<b>Capital</b>		
Street Construction	\$0	\$95,000
CDBG Match	\$0	\$0
Curb Construction & Replacement	\$0	\$0
	<hr/>	<hr/>
<b>Total Capital</b>	<b>\$0</b>	<b>\$95,000</b>
	<hr/>	<hr/>
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$95,000</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>BALANCE</b>	<b>\$0</b>	<b>\$0</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**Baker Boulevard Improvements**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
56118	Improvements to Baker Boulevard	\$ 95,000	Baker Boulevard improvements - cooperative agreement with Tarrant County
Total Increase/Decrease		\$ 95,000	

CITY OF RICHLAND HILLS

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2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES

LIBRARY GRANT

	FY 2011-2012 BUDGET	FY 2012-2013 PROJECTED
<b>Estimated Beginning Resources</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUES</b>		
Grants and Transfers	\$0	<b>\$38,037</b>
Transfer from General	0	<b>0</b>
Transfer from Enterprise	0	<b>0</b>
	<hr/>	<hr/>
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$38,037</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Total Estimated Available Resources</b>	<b>\$0</b>	<b>\$38,037</b>
<b>EXPENDITURES</b>		
<b>Personnel</b>		
Contract Labor	0	<b>0</b>
	<hr/>	<hr/>
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies/Maintenance</b>		
Office Supplies	\$0	<b>\$0</b>
Operating Supplies	\$0	
Books	0	<b>0</b>
Minor Office Equipment	0	<b>0</b>
Software	0	<b>0</b>
Travel and Training	0	<b>0</b>
	<hr/>	<hr/>
<b>Total Supplies/Maintenance</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Operating</b>		
Memberships	0	<b>0</b>
Travel/Training	0	<b>0</b>
	<hr/>	<hr/>
<b>Total Other Operating</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital</b>		
Equipment	\$0	<b>\$38,037</b>
	<hr/>	<hr/>
<b>Total Capital</b>	<b>\$0</b>	<b>\$38,037</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$38,037</b>

**CITY OF RICHLAND HILLS**

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**BALANCE**

**\$0**

**\$0**

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**Library Grant Fund**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
56020	Equipment	\$ 38,037	Increase due to funds received from Tocker Grant to install new shelving at library facility
Total Increase/Decrease		\$ 38,037	

**CITY OF RICHLAND HILLS**

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**2012-2012 FISCAL YEAR  
SUMMARY OF REVENUES**

**2012 PFFCO ACQUISITIONS**

<b>REVENUES</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>
Other Financial Sources	\$0	<b>\$415,000</b>
Transfer from General	0	<b>0</b>
Transfer from Enterprise	0	<b>0</b>
	<hr/>	<hr/>
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$415,000</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>EXPENDITURES</b>		
<b>Personnel.</b>		
Salaries and Wages	\$0	<b>\$0</b>
Health Insurance	0	<b>0</b>
	<hr/>	<hr/>
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital</b>		
Equipment	\$0	<b>\$41,676</b>
Capital Facilities Improvement	\$0	<b>\$115,000</b>
Vehicles/Heavy Equipment	\$0	<b>\$238,324</b>
Bond Expense	\$0	<b>\$20,000</b>
	<hr/>	<hr/>
<b>Total Contractual</b>	<b>\$0</b>	<b>\$415,000</b>
	<hr/>	<hr/>
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$415,000</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>BALANCE</b>	<b>\$0</b>	<b>\$0</b>

## GENERAL ADMINISTRATION

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## JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE

## 2012 PPFCO Acquisitions

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
56118	Equipment	\$ 41,676	Sewer camera and fire hose replacement
56010	Facility Improvements	\$ 115,000	Parks equipment and shop bay doors
56100	Vehicles Heavy Equipment	\$ 238,324	Patrol vehicles, Asphalt Roller, Building official Truck, City Marshal Vehicle, Animal Control Vehicle
56200	Bond Issurance Expense	\$ 20,000	Expense for bond issuance cost
Total Increase/Decrease		\$ 415,000	

**CITY OF RICHLAND HILLS**

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**2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES**

**2012 SERIES, CONTRACTUAL OBLIGATION INTEREST AND SINKING FUN**

	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>
<b>Estimated Beginning Resources</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUES</b>		
<b>Taxes</b>		
Current Property Tax	\$102,813	<b>\$102,813</b>
Delinquent Property Tax	0	<b>0</b>
Penalty and Interest	0	<b>0</b>
<b>Total Taxes</b>	<b>\$102,813</b>	<b>\$102,813</b>
<b>Miscellaneous</b>		
Investment Income	\$0	<b>\$0</b>
<b>Total Miscellaneous</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL REVENUES</b>	<b>\$102,813</b>	<b>\$102,813</b>
<b>Total Estimated Available Resources</b>	<b>\$102,813</b>	<b>\$102,813</b>
<b>EXPENDITURES</b>		
Payment for Principal	\$0	<b>\$70,000</b>
Agent Fees	0	<b>0</b>
Payment of Interest	0	<b>6,550</b>
<b>Total</b>	<b>\$0</b>	<b>\$76,550</b>
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$76,550</b>
<b>BALANCE</b>	<b>\$102,813</b>	<b>\$26,263</b>

## GENERAL ADMINISTRATION

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## JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE

## 2012 PPFCO I&amp;S Fund

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
57031	Payment of Principal	\$ 70,000	Payment of first year principal for 2012 issue
57037	Agent Fees	\$ -	
57040	Payment of Interest	\$ 6,550	Payment of first year interest for 2012 issue
Total Increase/Decrease		\$ 76,550	

**CITY OF RICHLAND HILLS**

February 19, 2013  
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**2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES**

**ROAD AND STREET IMPROVEMENT FUND**

	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED
<b>Estimated Beginning Resources</b>	<b>\$0</b>	<b>\$0</b>
<b>REVENUES</b>		
Investment Income	\$0	\$47
Transfer from General	0	0
Grants and Transfers	0	129,822
	<hr/>	<hr/>
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$129,869</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Total Estimated Available Resources</b>	<b>\$0</b>	<b>\$129,869</b>
<b>EXPENDITURES</b>		
<b>Personnel</b>		
Engineer/Consulting Fees	\$0	\$0
	<hr/>	<hr/>
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Supplies/Maintenance</b>		
Property Acquisition	\$0	\$0
	<hr/>	<hr/>
<b>Total Supplies/Maintenance</b>	<b>\$0</b>	<b>\$0</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Capital</b>		
Street Construction	\$0	\$148,865
CDBG Match	\$0	\$0
Curb Construction & Replacement	\$0	\$0
	<hr/>	<hr/>
<b>Total Capital</b>	<b>\$0</b>	<b>\$148,865</b>
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<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$148,865</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>BALANCE</b>	<b>\$0</b>	<b>(\$18,996)</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**Road and Street Improvement Fund**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
56118	Street Construction	\$ 148,865	Increase due to \$15,000 pavement restoration contract and portion of expense for Pine Park Reconstruction project \$133,865
Total Increase/Decrease		\$ 148,865	

**CITY OF RICHLAND HILLS**

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**2012-2013 FISCAL YEAR  
SUMMARY OF REVENUES**

**OIL AND GAS LEASE**

<b>REVENUES</b>	<b>FY 2012-2013 BUDGET</b>	<b>FY 2012-2013 PROJECTED</b>
Oil and Gas Revenue	\$0	\$88,456
Investment Income	0	100
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$88,556</b>
<b>EXPENDITURES</b>		
<b>Personnel</b>		
Engineering/Consulting Fee	0	0
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital</b>		
Street Construction	\$0	\$281,135
Utility Construction	0	0
Facility Improvements	0	0
<b>Total Capital</b>	<b>\$0</b>	<b>\$281,135</b>
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$281,135</b>
<b>BALANCE</b>	<b>\$0</b>	<b>(\$192,579)</b>

**GENERAL ADMINISTRATION**

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**JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE**

**Oil and Gas Lease Fund**

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
56118	Street Improvements	\$ 281,135	Increase due to portion of expense for Pine Park Reconstruction project
Total Increase/Decrease		\$ 281,135	

<b>DEPARTMENT:</b>	<b>Drainage Utility Fund (2269)</b>
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<b>EXPENDITURES</b>
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<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-2013 BUDGET</b>	<b>2012-2013 PROJECTED</b>
51010	Salaries & Wages	\$75,035	\$75,035
51030	Overtime	3,000	3,000
51040	FICA	5,740	5,740
51050	Unemployment Insurance	783	783
51070	TMRS	13,004	13,004
51080	Health Insurance	18,043	18,043
51170	Engineer/Consultant Fee	70,000	115,000
51240	Physicals	200	200
	<b>Subtotal Personnel</b>	<b>\$185,805</b>	<b>\$230,805</b>
52015	Operating Supplies	1,000	1,000
52030	Gasoline	6,000	6,000
52035	Oils & Lubricants	200	200
52100	Uniforms	1,500	1,500
52105	Protective Gear	200	200
52110	Vehicle Maintenance	3,000	3,000
52115	Tires/Tubes/Batteries	4,000	4,000
52180	Hand Tools/Small Equipment	2,000	2,000
52201	Street Sweeping	8,000	8,000
52210	Operating Equipment Maintenance	15,000	15,000
52315	Drainage System Maintenance	40,000	40,000
	<b>Subtotal Supplies/Maintenance</b>	<b>\$80,900</b>	<b>\$80,900</b>
53060	Memberships	\$0	\$0
53080	Travel and Training	\$1,000	\$1,000
53975	Property Acquisitions	\$1,500	\$1,500
	<b>Subtotal Other Operating</b>	<b>\$2,500</b>	<b>\$2,500</b>
56010	Building Improvements	8,200	8,200
56115	Machinery and Heavy Equipment	0	0
56125	Drainage System Improvements	0	0
	<b>Subtotal Capital</b>	<b>\$8,200</b>	<b>\$8,200</b>
57030	Transfer to Debt	\$0	\$197,444
	<b>Subtotal Transfers</b>	<b>\$0</b>	<b>\$197,444</b>
	<b>TOTAL</b>	<b>\$277,405</b>	<b>\$519,849</b>

## GENERAL ADMINISTRATION

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## JUSTIFICATION FOR LINE ITEM INCREASE/DECREASE

## Drainage Utility Fund

ACCOUNT	DESCRIPTION	INCREASE/ DECREASE	JUSTIFICATION
51170	Engineering/Consultant Fee	\$ 45,000	Increase due to expense for design electrical system for levee
57030	Transfer for debt payment	\$ 197,444	Expense to transfer funds for annual debt payment for 2010 issue
Total Increase/Decrease		\$ 242,444	